

EPPING FOREST DISTRICT COUNCIL COUNCIL MINUTES

Committee: Council **Date:** 14 February 2012

Place: Council Chamber, Civic Offices, High Street, Epping **Time:** 7.30 - 9.12 pm

Members Present: Councillors K Angold-Stephens (Chairman), B Rolfe (Vice-Chairman), K Avey, A Boyce, Mrs T Cochrane, R Cohen, Mrs D Collins, D Dodeja, C Finn, Mrs R Gadsby, P Gode, Mrs A Grigg, Ms J Hart, D Jacobs, Mrs S Jones, P Keska, J Knapman, Mrs J Lea, L Leonard, A Lion, J Markham, Mrs M McEwen, A Mitchell MBE, G Mohindra, J Philip, Mrs C Pond, B Sandler, Mrs M Sartin, Mrs P Smith, P Spencer, D Stallan, Mrs J Sutcliffe, H Ulkun, Mrs L Wagland, G Waller, Ms S Watson, A Watts, Mrs E Webster, C Whitbread, Mrs J H Whitehouse, J M Whitehouse, D Wixley and J Wyatt

Apologies: Councillors R Barrett, R Bassett, W Breare-Hall, Ms R Brookes, K Chana, J Hart, D C Johnson, Ms Y Knight, R Morgan, S Murray, S Packford, W Pryor and Ms S Stavrou

Officers Present: D Macnab (Acting Chief Executive), C O'Boyle (Director of Corporate Support Services), R Palmer (Director of Finance and ICT), I Willett (Assistant to the Chief Executive), G Lunnun (Assistant Director (Democratic Services)), T Carne (Public Relations and Marketing Officer), C Pasterfield (Principal Valuer/Surveyor) and A Hendry (Democratic Services Officer)

107. WEBCASTING INTRODUCTION

The Assistant to the Chief Executive reminded everyone present that the meeting would be broadcast live to the Internet, and that the Council had adopted a protocol for the webcasting of its meetings.

108. MINUTES

RESOLVED:

That the minutes of the Council meeting held on 13 December 2011 be taken as read and signed by the Chairman as correct record subject to the following:

- (a) deletion of the word "of" in the sub-heading of minute 98(h); and
- (b) substitution of the words "Council property or property managed by the Council" for the words "the Council's website and vehicle fleet" in that minute.

109. DECLARATIONS OF INTEREST

(a) Pursuant to the Council's Code of Member Conduct, Councillor Smith declared a personal interest in agenda item 15 (Joint Arrangements and External Organisations – Grange Farm Managing Trustees) by virtue of being a Council-

nominated member of the Trust and current Chairman of the Trust. The councillor advised that she had determined that her interest was prejudicial and that she would leave the meeting for the consideration of the matter.

(b) Pursuant to the Council's Staff Code of Conduct, Mr D Macnab, Acting Chief Executive declared a personal interest in agenda item 12 (Committee for the Appointment of a Chief Executive) by virtue of the references to him in that report. He advised that he had determined that his interest was prejudicial and that he would leave the meeting for the consideration and voting on the matter.

110. ANNOUNCEMENTS

(a) Announcements by the Chairman of the Council

(i) Introduction

The Chairman expressed belated Happy New Year wishes to members of the Council. He also reminded members that no refreshments would be provided after this meeting.

(ii) Attendance at Events

The Chairman reported on his attendance at the Epping Town Old People's Welfare Association Christmas lunch held at Pelly Court Epping on 14 December 2011.

The Chairman announced that the British Aerosol Manufactures had awarded a highly commended award to the Council for running the best Recycling Communication Campaign that included empty aerosols. He advised that he had attended a presentation of the award together with the Vice Chairman of the Council and the Environment Portfolio Holder.

The Chairman thanked members for attending the Civic Carol Service held at the Loughton Methodist Church on 16 December 2011.

The Chairman advised that in support of Operation Christmas Child (the world's largest Children's Christmas Project run by the Christian Charity, Samaritan's Purse), members and staff had donated in excess of 50 gift filled shoe boxes which had been sent to the Ukraine.

The Chairman reported that he had attended an excellent workshop learning how to make an animal lantern held at the Epping Forest District Museum to celebrate Chinese New Year. He also advised that the Vice-Chairman of the Council had attended a second workshop on this topic.

The Chairman advised that the quiz held in aid of his charity had raised £1,024. He thanked members and officers for their support and advised that the Planning Directorate's Grand Slammers team had won the event yet again. He praised the fancy dress of some of the teams.

The Chairman announced that the previous day he had attended the Epping Forest District Museum for the creation of a mosaic to commemorate the Museum's 30th Anniversary prior to it being installed in the Museum garden.

(iii) The Chairman's Charity

The Chairman announced that he would be participating in an abseil on 5 May 2012 and he invited members to sponsor him in aid of his charity. He drew attention to sponsorship forms which had been placed immediately outside of the Council Chamber.

The Chairman announced that arrangements were being made for a walk in Epping Forest in support of his charity to be led by Verderer and local historian, Richard Morris on 20 May 2012.

(iv) Localism Act 2011 – Housing Provisions

The Chairman announced that the training session for members on 28 February 2012 had been cancelled due to a lack of support. He drew attention to the provisions of the Act regarding housing and encouraged members to attend when the event was rescheduled.

(v) The Floral Display

The Chairman announced that he intended to send the flowers from tonight's meeting to Robert Daniels Court, Thrifts Mead, Theydon Bois.

(b) Announcements by the Leader of Council

The Leader advised that she had no announcements to make under this heading.

(c) Announcements by Portfolio Holders

The Portfolio Holders advised that they had no announcements to make under this heading.

111. PUBLIC QUESTIONS (IF ANY)

The Council noted that there were no public questions for this meeting.

112. REPORTS FROM THE LEADER AND MEMBERS OF THE CABINET

The Council received written reports from the Environment Portfolio Holder, the Finance and Economic Development Portfolio Holder, the Housing Portfolio Holder, the Leisure and Wellbeing Portfolio Holder, the Planning and Technology Portfolio Holder, the Safer, Greener and Highways Portfolio Holder, and the Support Services Portfolio Holder.

The Chairman invited the Leader and Legal Portfolio Holder to provide an oral report, and the other members of the Cabinet to give an oral update of their written reports.

(a) Leader and Legal Portfolio Holder

Councillor Wagland reported that she had met Councillor Peter Martin, Leader and Joanna Killian, Chief Executive of Essex County Council to discuss a number of matters including highway repairs, children's commissioning, refuges for domestic abuse, locality boards and member liaison. She advised that the County Council would be submitting proposals on these issues and that there would be further meetings to pursue actions.

The Leader reported that she had attended a meeting of County Leaders and Chief Executives. Discussions had included the Integrated County Strategy under which the County Council was looking to set up a rolling fund of £20,000,000 over five years for priority projects aimed at generating economic growth within the county. Councillor Wagland advised that 36 projects had been identified to date and these included in West Essex, the Harlow Enterprise Zone and the regeneration of Harlow Town Centre. Members noted that these projects would be filtered down to a core number and that projects to be funded by the Local Enterprise Partnership would be excluded. Councillor Wagland advised that councils would not be expected to contribute to the fund unless they were to benefit directly from a project. The Leader advised that she had made it clear and it had been accepted that care would need to be taken in identifying benefit from the projects as for example in West Essex the Harlow projects were in competition with the Epping Forest economy in some respects.

The Leader advised that the meeting had also discussed the election of a Police and Crime Commissioner to replace the Police Authority under the Police Reform and Social Responsibility Act 2011. She informed the Council that the arrangements were aimed at making the Police more accountable to the community they served and that the Commissioner would set the Police precept, distribute the budget and commission services. Councillor Wagland reported that a Panel was to be set up for the county comprising 15 local authority members and two independent persons and this would have powers of veto over the budget and appointments made by the Commissioner. A Shadow Panel was due to be set up and discussions were taking place on the membership of that Panel.

Councillor Wagland reported that Essex was taking part in a pilot for community budgets with Essex being the only two tier local authority area taking part. The money available would be aimed at bringing together local public services for families with complex needs.

The Council noted that the County Leaders and Chief Executives meeting had also discussed the proposed changes to Council Tax Benefits. Concerns had been expressed about the possibility of these changes leading to an increase in homelessness and poverty. It had also been pointed out that the necessary computer software for the new system would probably not be available in time and that Tendring District Council had already started to set up a manual system. Councillor Wagland advised that the Leader of the County Council had agreed to try and persuade local Members of Parliament to make representations about this unacceptable aspect.

Councillor Wagland informed the Council that she had met Eric Pickles, M.P., Secretary of State for Communities and Local Government, in relation to planning issues. She advised that he had confirmed that the transitional period for the preparation of Local Plans would be 18 months and that the National Planning Framework should be in place by April this year.

Councillor Wagland reported that the South East Local Enterprise Partnership had been awarded an additional £672,000 by Government making a total of approximately £33,000,000 funding for Growing Places. The initial list of proposed projects for funding included major infrastructure schemes such as the proposed junction 7A for the M11 and projects to overcome factors blocking business development that could not be resolved by local authorities or developers themselves.

The Leader reported that she had attended a meeting of the North London Strategic Alliance which was developing a prospectus for the M11 Corridor aimed at attracting inward investment.

Councillor Wagland advised that she had also attended a meeting of the West Essex Alliance whose new Chairman was to be Nick Barton of Stansted Airport with a new Vice-Chairman to be appointed from the business community. She informed the Council that the Alliance was concentrating on broadband coverage over West Essex to achieve high speed reliable broadband, business support schemes and schemes similar to this Council's One Shops Local, the website supporting local traders.

In relation to the legal part of her portfolio, Councillor Wagland reported that Legal Services had completed the contract with Sita for an extension of the Waste Collection Contract having addressed a number of potential pitfalls in the initial drafting. Councillor Wagland reported that Legal Services had instituted Health and Safety Prosecutions in accordance with advice from Leading Counsel regarding the unfortunate death of a child at a nursery at Buckhurst Hill. She also advised that during a period of one week, Legal Services with the assistance of Reprographics had produced 38 witness statements and 14 complete sets of papers which was an outstanding achievement. The Leader advised that the defence of litigation initiated by Search Agents was continuing to be met on a shared footing through the Local Government Association to avoid what would otherwise be a very expensive issue for individual authorities. The Leader advised that Legal Services were also supporting the Forward Planning Section in relation to the Local Plan process.

(b) Environment Portfolio Holder

Councillor Knapman, Environment Portfolio Holder, reported that he had been negotiating an Inter Authority Agreement on Waste Management with Essex County Council and had persuaded the County Council that a memorandum of understanding was not necessary. The understanding he had reached with the County Council was that if the County Council put money directly into the Epping Forest District, or if the District Council participated in a county-wide scheme, any savings should be shared on a 50/50 basis. However, if the District Council initiated a scheme itself it would keep 100% of any savings.

(c) Housing Portfolio Holder

Councillor McEwen, Housing Portfolio Holder, reported that following advice from the Housing Minister and the Chief Fire Officer of Essex County Fire and Rescue Service and the undertaking of a feasibility study into reducing the risk of fire in Council properties, the Housing Scrutiny Panel at its meeting in January 2012 had supported the Council's Fire Safety in Flat Blocks policy agreed by the former Housing Portfolio Holder in January 2010. She advised, however, that since that time a further letter had been received from the Chief Fire Officer which would require further discussion and the submission of a report to the next meeting of the Cabinet.

Councillor McEwen repeated the encouragement given earlier in the meeting by the Chairman of the Council for members to attend the rescheduled date for a presentation on the provisions of the Localism Act 2011 regarding housing. She pointed out that the Act introduced fundamental changes in relation to fixed tenancies, succession rules and eligibility for new and current housing applications.

(d) Planning and Economic Development Portfolio Holder

Councillor Phillip, Planning and Technology Portfolio Holder drew attention to an error in his written report. In relation to KPI 53 (Appeals Allowed – Members Reversal of Officer Recommendations) he pointed out that 7 of the 16 appeals had been dismissed and therefore 56% of appeals had been allowed.

The Portfolio Holder reported that advice had been obtained from Counsel in relation to the Council's approach to consultation in relation to the Local Plan. His advice was that whilst it would still be sound to proceed with two sets of consultation there would be a need to wait the results of the Strategic Land Assessment before commencing consultation. As a result the February/March 2012 timescale for consultation would be later but the submission of the new draft Local Plan to the Planning Inspectorate by 28 August 2013 would still be within the 18 month transitional period which had been reported earlier in this meeting. The Portfolio Holder advised that he was continuing to work with Forward Planning Officers in order to bring forward that date if possible.

The Portfolio Holder referred to the Disaster Recovery and District Wide Broadband Project in his written report and advised that this would enable residents of the district to be offered a wireless broadband solution covering areas not currently receiving broadband. The installation cost was likely be approximately £140 and the monthly fee was likely to be approximately £12.50 making the scheme competitive with current broadband suppliers.

Councillor Phillip referred to his role on the Local Enterprise Working Group on Broadband and stated that an aim was for broadband to be placed on the same footing as gas and electricity supplies and provided in new properties at the design stage.

(e) Finance and Economic Development

Councillor Mohindra, Finance and Economic Development Portfolio Holder, advised that officers in consultation with the Chairman of the District Development Control Committee had convened a special meeting of that Committee to consider the planning application for the redevelopment of the Langston Road Depot and the adjoining T11 site, Loughton. It was noted the meeting was to be held on 27 February 2012.

(f) Leisure and Wellbeing Portfolio Holder

Councillor Gadsby, Leisure and Wellbeing Portfolio Holder, reminded members that the new Limes Centre at Limes Farm, Chigwell would be formally opened on Monday 20 February 2012 and she invited members to attend between 3 p.m. and 6.45 p.m. on that day to view the facilities and some of the activities that would be available.

113. QUESTIONS BY MEMBERS WITHOUT NOTICE**(a) Buckhurst Hill Parking Review**

Councillor Spencer asked the Safer, Greener and Highways Portfolio Holder if the Buckhurst Hill Parking Review would commence in April 2012 and, if so, when residents would be consulted.

Councillor Smith, Safer, Greener and Highways Portfolio Holder stated that the Buckhurst Hill Parking Review would be progressed but she was unable to specify when it would commence. She said she was continuing to work with officers on gathering information and she confirmed that she would be consulting ward members on the content of consultation documents before they were agreed.

(b) Ongar and Epping Leisure Centres – Upgraded Fitness Suites

Councillor Grigg referred to the written report of the Leisure and Wellbeing Portfolio Holder regarding the opening of the upgraded fitness suites. She asked the Leisure and Wellbeing Portfolio Holder how much capital had been provided by the Council for the purchase of the equipment and by how much the annual review management fees for the two centres had been discounted.

Councillor Gadsby, Leisure and Wellbeing Portfolio Holder, advised that the annual revenue and management fee for the Loughton Leisure Centre had been reduced by £100,000 and that the fees for the Epping and Ongar Leisure Centres had been reduced by £50,000. She suggested therefore that an investment of £930,000 had represented a positive and sensible use of the Council's capital.

(c) Benefits Revenues

Councillor Jenny Hart referred to the proposed welfare reforms and asked the Finance and Economic Development Portfolio Holder if he agreed that, having regard to the fact that senior citizens would be excluded from the 10% deficit being passed onto the Council for Council Tax Benefit payments, it would be unfair for the remaining claimants to bear the full cost of the 10% loss. She also drew attention to the proposed increase in rents for Council properties.

Councillor Mohindra, Finance and Economic Development Portfolio Holder stated that he shared the concerns being expressed about the various welfare reforms. He said that he was continuing to work with other authorities throughout Essex in order to ensure that a consistent approach was adopted. In relation to the proposed rent increase he pointed out that the proposed increase was less than the amount recommended by Government.

(d) Local Highways Panel

Councillor Sutcliffe referred to the apparent lack of plans to revive the Local Highways Panel. In the light of this she asked the Safer, Greener and Highways Portfolio Holder how councillors could be kept informed of highways decisions affecting their wards, what progress was being made in relation to the list of works previously agreed by the Panel and when the ranger service would operate in various wards. She also asked if there were any plans to invite the County Council Portfolio Holder to address District Council Members on future proposals.

Councillor Smith, Safer, Greener and Highways Portfolio Holder stated that she would shortly report on the progress of highways schemes being carried forward. She said that she attended regular meetings with the North Essex Parking Partnership and with West Essex Area Highways officers. She said that in within the next three to four weeks she expected to be in a position to bring forward a list of projects for discussion with members. In relation to rangers they were available to undertake minor highway works and a request for such works should be made to the West Essex Area Highways Office. Any requests should include the word "rangers" in the subject heading to enable such requests to be progressed expeditiously. Councillor Smith confirmed she was willing to meet ward members to discuss their

local issues as and when they arose and she invited Councillor Sutcliffe to contact her if she had concerns regarding any specific issues.

(e) Roding Valley Lake

Councillor Wixley referred to the written report of the Environment Portfolio Holder regarding the recovery of the Roding Valley Lake. He thanked the Portfolio Holder and the others involved for the steps they had taken and were taking in relation to this matter.

Councillor Knapman, Environment Portfolio Holder, thanked Councillor Wixley for his remarks.

(f) North Weald Airfield – Possible Relocation of Refuse Freighters

Councillor Stallan stated that at the recent North Weald Airfield and Asset Management Cabinet Committee an officer had mentioned the storage of inert waste in relation to the possible relocation of the refuse freighters to the Airfield. He stated that it was his understanding that the storage of inert waste was not part of any proposals and he sought the assurance of the Environment Portfolio Holder that this issue was not being considered.

Councillor Knapman, Environment Portfolio Holder stated that members were well aware of his reservations about the use of North Weald Airfield for the relocation of the refuse freighters. He said that he would meet officers in order to clarify what had been said at the meeting and that he would respond to Councillor Stallan after that meeting.

(g) Portas Retail Report

Councillor J H Whitehouse asked the Finance and Economic Development Portfolio Holder if he had any plans to consider how the recommendations contained within the Portas Report could benefit the Epping Forest District.

Councillor Mohindra, Finance and Economic Development Portfolio Holder advised that he would shortly be meeting with representatives of other Essex Authorities about this issue and that he would be submitting a report after that meeting.

114. MOTIONS

The Chairman reported that there were no motions to be considered at this meeting.

115. QUESTIONS BY MEMBERS UNDER NOTICE

The Chairman reported there were no questions by members under notice to be considered at this meeting.

116. REPORTS OF THE CABINET

(a) Capital Strategy

Mover: Councillor Mohindra, Finance and Economic Development Portfolio Holder

Councillor Mohindra reported that this year the Capital Strategy had focussed on current capital schemes and investment plans to 2015/16. It also had identified partnership arrangements with other councils and organisations, which aimed to enhance the Capital Programme, and set out funding approved to date, having regard to forecast income generation. Councillor Mohindra also reported that the Cabinet had reassessed the Key Priorities and had reviewed the ranking of each priority in order of strategic importance for the district, having regard to the contribution that each one made to the achievement of relevant corporate aims.

Report as first moved ADOPTED

RESOLVED:

That the Capital Strategy attached to the report of the Cabinet be approved.

(b) Key Objectives 2012/13

Mover: Councillor Wagland, Leader and Legal Portfolio Holder

Councillor Wagland submitted a report on the Council's Key Objectives for each of the four years to 2014/15. She pointed out that the Key Objectives had also been considered and agreed at a joint Cabinet and Management Board meeting and by the Overview and Scrutiny Committee. The Council noted that once adopted, the Key Objectives would be published on the Council's website as an update to the Corporate Plan 2011/12 – 2014/15.

Report as first moved ADOPTED

RESOLVED:

That the Key Objectives for 2012/13 attached to the report of the Cabinet be agreed.

(c) Treasury Management Strategy Statement and Investment Strategy 2012/15

Mover: Councillor Mohindra, Finance and Economic Development Portfolio Holder

Councillor Mohindra submitted a report on the Council's Treasury and Investment Strategy and Prudential Indicators.

Councillor Watts, Chairman of the Audit and Governance Committee advised that the documents had been considered at a meeting of that Committee on 9 February 2012 and the recommendations of the Cabinet had been supported. However, concern had been expressed that the Government appeared to have reserved the right to come back for another tranche in relation to the payment regime for the building of houses.

Councillor Mohindra acknowledged that the Government had reserved this right and pointed out that in discussion with officers it had been agreed that it would be very difficult if this aspect was to be revisited. Councillor Mohindra thanked Councillor Watts and the Audit and Governance Committee for their support.

Report as first moved ADOPTED

RESOLVED:

(1) That the following documents attached to the report of the Cabinet be adopted:

(a) Treasury Management Strategy Statement and Annual Investment Strategy 2012/13 to 2014/15;

(b) Minimum Revenue Provision (MRP) Statement;

(c) Treasury Management Prudential Indicators for 2012/13 to 2014/15; and

(d) Treasury Management Policy Statement; and

(2) That the use of the average interest earned for the year on the Council's investments as the rate of interest to be applied to any inter-fund borrowing between the General Fund and the Housing Revenue Account be approved.

(d) Budgets and Council Tax Declaration 2012/13**Mover: Councillor Mohindra, Finance and Economic Development Portfolio Holder**

The Portfolio Holder submitted a report regarding Budgets and Council Tax Declaration for 2012/13.

Councillor Mohindra referred to the budget process which had included detailed consideration at a joint meeting of the Finance and Performance Management Cabinet Committee and the Finance and Performance Management Scrutiny Panel. In the light of that detailed consideration he advised that he did not intend to speak in detail on the various items within the budget.

He pointed out that the Localism Act 2011 had made provision for Council Tax referendums to be held if an authority increased its Council Tax by an amount exceeding principles determined by the Secretary of State and agreed by Parliament. He drew attention to the tabled supplementary report which indicated that the proposed amount of Council Tax being unchanged from 2011/12 was not excessive and therefore there was no need to hold a local referendum.

Councillor Mohindra reported that the Cabinet had given detailed consideration to the proposed rent increase at its meeting in December and that the proposed average increase of 6% was the lowest possible. The Portfolio Holder drew attention to the section of the Cabinet report regarding the self financing for the Housing Revenue Account. He also drew attention to the section regarding the New Homes Bonus.

Councillor Mohindra reported that the Cabinet was proposing that the Council's policy of retaining revenue balances at no lower than £4,000,000 or 25% of the net budget requirement whichever was the higher for the four year period to 2014/15 be amended to no lower than £4,000,000 or 25% of the net budget requirement whichever was the higher during the four year period up to and including 2015/16.

The Portfolio Holder drew attention to the section of the report regarding the localisation of Council Tax Benefit and emphasised the challenges this would present to the Council.

In summary Councillor Mohindra advised that whilst the Council was making good progress in relation to its finances there was still much work to be done in future years and there would be a need to take difficult decisions.

The Portfolio Holder expressed his thanks to fellow Portfolio Holders and Officers for their input into the proposals before the Council.

The Chairman pointed out that in discussing this item members needed to be aware that the proposals of the Cabinet had assumed that the recommendations in item 17 (Report of the Cabinet – Supplementary Estimate and Reduced Capital Receipt – North Weald Airfield Market Operator - Private Session) to be considered later in the meeting would be adopted.

Councillor Mohindra answered questions raised by members of the Council.

Report as first moved ADOPTED

RESOLVED:

- (1) That the list of CSB growth and savings for the 2012/13 budget (set out in Annex 1 attached) be approved;
- (2) That the list of District Development Fund items for the 2012/13 budget (set out in Annex 2 attached) be approved;
- (3) That the revenue estimates for 2012/13 and the draft Capital Programme for 2012/13 be approved as set out in Annexes 3, 4 (a-i) and 5 attached including all contributions to and from reserves as set out in the attached Annexes;
- (4) That the medium term financial forecast be approved as set out in Annexes 8 a and 8 b attached;
- (5) That the 2012/13 HRA budget be approved and that the application of rent increases and decreases resulting in an average increase of 6.0% from £82.19 to £87.15, be approved;
- (6) That the Council's policy of retaining revenue balances at no lower than £4.0M or 25% of the net budget requirement whichever is the higher for the four year period to 2014/15 be amended to no lower than £4.0M or 25% of the net budget requirement whichever is the higher during the four year period up to and including 2015/16;
- (7) That the report of the Chief Financial Officer on the robustness of the estimates for the purposes of the Council's 2012/13 budgets and the adequacy of the reserves (Annex 9 attached) be noted;

Declaration of Council Tax

- (8) That it be noted that on 2 December 2011, the Finance and Economic Development Portfolio Holder in consultation with the Chairman of the Overview and Scrutiny Committee calculated the Council Tax Base 2012/13:
 - (a) for the whole Council area as 54,900.8 (Item T in the formula in Section 31B of the Local Government Finance Act 1992, as amended); and

- (b) for dwellings in those parts of its area to which a Parish precept relates as set out below and in Annex 6 attached

| | Tax Base |
|--------------------------------------|----------|
| Abbess, Beauchamp & Berners Roding | 212.9 |
| Buckhurst Hill | 5,311.4 |
| Chigwell | 5,996.9 |
| Epping Town | 5,179.1 |
| Epping Upland | 416.1 |
| Fyfield | 421.2 |
| High Ongar | 576.0 |
| Lambourne | 931.1 |
| Loughton Town | 13,077.4 |
| Matching | 446.4 |
| Moreton, Bobbingworth and The Lavers | 572.4 |
| Nazeing | 2,108.6 |
| North Weald Bassett | 2,646.4 |
| Ongar | 2,782.6 |
| Roydon | 1,322.7 |
| Sheering | 1,361.9 |
| Stanford Rivers | 359.0 |
| Stapleford Abbots | 518.2 |
| Stapleford Tawney | 74.6 |
| Theydon Bois | 2,019.4 |
| Theydon Garnon | 67.4 |
| Theydon Mount | 112.0 |
| Waltham Abbey Town | 8,140.0 |
| Willingale | 247.1 |

(9) That the following amounts be calculated for the year 2012/13 in accordance with sections 31 to 36 of the Local Government Finance Act 1992:

- (a) £130,286,737 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act taking into account all precepts issued to it by Parish Councils;
- (b) £118,952,358 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act;
- (c) £11,334,379 being the amount by which the aggregate at 9 (a) above exceeds the aggregate at 9 (b) above, calculated by the Council in accordance with Section 31A(4) of the Act as its Council Tax requirement for the year. (Item R in the formula in Section 31B of the Act);
- (d) £206.45 being the amount at 9 (c) above (Item R), all divided by Item T (the amount at 8 (a) above), calculated by the Council, in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year (including Parish precepts);
- (e) £3,166,787 being the aggregate amount of all special items (Parish precepts) referred to in Section 34(1) of the Act (as per the attached Annex 6);

- (f) £148.77 being the amount at 9 (d) above less the result given by dividing the amount at 9 (e) above by Item T (8 (a) above), calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish precept relates.

(10) That it be noted that the County Council, the Police Authority and the Fire Authority have issued precepts to the Council in accordance with Section 40 of the Local Government Finance Act 1992 for each of the category of dwellings in the Council's area as shown in Annex 7 (attached);

(11) That the Council, in accordance with Sections 30 and 36 of the Local Government Finance Act 1992, hereby sets the aggregate amounts in Annex 7 Part B (attached) as the amounts of Council Tax for 2012/13 for each part of its area and for each of the categories of dwellings;

(12) That in accordance with Section 52ZB of the Local Government Finance Act 1992, the Council determines that the amount of Council Tax shown at (9)(f) of £148.77 for 2012/13, being unchanged from 2011/12 is not excessive and therefore there is no need to hold a local referendum.

117. OVERVIEW AND SCRUTINY

(a) Report of the Chairman of the Overview and Scrutiny Committee

The Committee received a written report from the Chairman of the Overview and Scrutiny Committee.

In the absence of the Chairman of the Committee, Councillor Wixley, Vice-Chairman of the Committee drew attention to the Joint Overview and Scrutiny training being arranged with Harlow District Council on 15 and 29 March 2012. He encouraged members of the Overview and Scrutiny Committee, Standing Panels and Task and Finish Panels and others having an interest in scrutiny to attend.

(b) Reports of the Overview and Scrutiny Committee

The Chairman announced that there were no reports to be considered under this item.

(c) Reports of Overview and Scrutiny Panels

(i) Senior Recruitment Task and Finish Panel

Mover: Councillor Angold-Stephens, Chairman of the Panel

Councillor Angold-Stephens submitted a report of the Panel following a review of the procedures for the reporting of complex and sensitive contracts to members.

Councillor Watts drew attention to the need for the Audit and Governance Committee to consider the report and stated that the Committee would receive the report at its next meeting. He accepted that decisions taken by the Council in relation to the report would not be subject to the views of that Committee.

Report as first moved ADOPTED**RESOLVED:**

- (1) That the flow chart attached as Appendix 1 to the report of the Panel and the guidance note attached as Appendix 2 to the report of the Panel be approved for use in future senior recruitment exercises to provide a framework within which the Appointments Panel can work;
- (2) That the process should only apply to Chief Executive; Deputy Chief Executive; Directors; Assistant to the Chief Executive and the three statutory officers;
- (3) That delegation to the Appointments Panel be carefully drafted and to be clear about the extent of powers to recommend to Council any contract variations, appointment, short/long listing etc;
- (4) That reports to members be made in the standard template giving all relevant information which will include financial implications; risk assessments and advice from statutory officers;
- (5) That specialist legal advice be made to members through the Public Law Partnership and Human Resources advice through VINE or another appropriate body and budgeted for by Council;
- (6) That an evaluation process be carried out as a matter of course after each senior recruitment event and reported to the Overview and Scrutiny Committee;
- (7) That after the conclusion of the current exercise, the Officer Employment Procedure Rules be redrafted to:
 - (i) incorporate the applicability of Section 4 to the Statutory Officer position;
 - (ii) include more detail of the objection to the appointment process set out in the Constitution; and
 - (iii) consider its ongoing appropriateness;
- (8) That the suggestion that the Constitution and Member Services Scrutiny Panel should undertake the task referred to in (7) above be approved;
- (9) That the Committee for the Appointment of a Chief Executive be asked to consider the following issues specific to the post of the Chief Executive;
 - (a) clear and measurable performance management and supervision arrangements;
 - (b) ensuring those undertaking performance management and supervision to have undertaken appropriate training and to have access to advice; and authority from Council to undertake this role; and

(c) whether there should be any process put in place for dealing with employment issues short of formal dispute; and

(10) That the new arrangements be reviewed after one year of operation and thereafter annually.

118. COMMITTEE FOR THE APPOINTMENT OF A CHIEF EXECUTIVE

Mover: Councillor J M Whitehouse, Chairman of the Committee

Councillor Whitehouse submitted a report on the role of the Committee in co-ordinating the recruitment process for the vacant post of Chief Executive. He advised that the Committee had accepted the recommendations of the Senior Recruitment Task and Finish Panel relating to post of Chief Executive. He stated that reference to paragraphs 4.9(i)-(iii) in recommendation 2 of the report of the Committee should read "paragraphs 4.8(i)-(iii)".

Report as amended ADOPTED

RESOLVED:

(1) That the action taken by the Committee as outlined in its report be noted; and

(2) That the terms of reference of this Committee be amended to include paragraphs 4.8(i)-(iii) of the report of the Task and Finish Scrutiny Panel on Senior Recruitment reported to the Council under the previous item.

119. POLICE AND CRIME COMMISSIONER ELECTION

The Council was advised that Mr S Packham, Chief Executive of Chelmsford Borough Council, had been appointed as Police Area Returning Officer (PARO) for Essex for the Police and Crime Commissioner Election to be held on 15 November 2012.

Members noted that the Police Reform and Social Responsibility Act 2011 provided that PARO's would be assisted in the discharge of their duties by Local Returning Officers who were defined as Returning Officers for any local elections. Accordingly, the Council was asked to confirm the appointment of Mr I Willett, Assistant to the Chief Executive, as a Local Returning Officer.

RESOLVED:

(1) That Mr I Willett, Assistant to the Chief Executive, be appointed as Local Returning Officer for the Police and Crime Commissioner Election to be held on 15 November 2012;

(2) That the entitlement of the Local Returning Officer to be remunerated in accordance with the relevant scale of fees prescribed by a Fees Order and on a superannuable basis under Council minute 115 -19 April 2015 be noted;

(3) That confirmation from the Council's insurers that the existing insurance indemnifying the Returning Officer will provide cover against legal expenses reasonably incurred in connection with the role of the Local Returning Officer for this election for the defence of any proceedings brought for contravention of the legislation or an accidental breach of any

other duty by him or any other person employed by or officially acting for him be noted; and

(4) That such insurance carrying an “excess” clause by which an initial portion of risk is not insured will through the Council’s Internal Insurance Fund or otherwise, indemnify the Local Returning Officer up to the value of such excess be noted.

120. DECISIONS TAKEN BY THE LEADER OF COUNCIL

The Council noted the following decisions taken by the Leader of Council.

(a) Review of Staff Car Leasing Scheme

Decisions:

- (1) To appoint Councillor J Knapman (Portfolio Holder for Environment) and Councillor J Wyatt (Portfolio Holder for Support Services) jointly to carry out a review of the present staff car leasing scheme;
- (2) To determine that the terms of reference for this review should be as follows:
 - (a) to review and reduce the cost to the Council of the current scheme;
 - (b) to review the report of the officer working party submitted to the Management Board on 28 September 2011, including:
 - staff eligibility;
 - vehicle arrangements;
 - alternative schemes designed to reduce costs;
 - financial contributions by staff under the scheme;
 - (c) to consider arrangements for consulting staff and union representatives;
 - (d) to consider any changes to staff contracts of employment, taking account of recent legal advice;
 - (e) to consider any impact on staff working arrangements arising from new car leasing arrangements; and
 - (f) to consider compensation arrangements appropriate to changes to the scheme.
- (3) To undertake, pursuant to (2) above:
 - (a) discussions with the officer working party on the options for altering the scheme;
 - (b) attendance at the relevant Joint Consultative Committee as part of the consultation arrangements;

- (c) liaison with the officer working party in preparing a report and recommendations for consideration by the Cabinet; and
- (4) To present a report to the Cabinet on the review of the scheme no later than the Cabinet meeting on 6 June 2012.

(b) Local Development Framework Cabinet Committee

Decisions:

- (1) To amend the title of this Committee to read "Local Plan Cabinet Committee".
- (2) To appoint Councillor J Philip (Planning and Technology Portfolio Holder) to be the Chairman of the Committee.

121. JOINT ARRANGEMENTS AND EXTERNAL ORGANISATIONS

(a) Grange Farm Managing Trustees

Pursuant to the Council's Code of Member Conduct, Councillor Gadsby declared a personal interest in this item by virtue of her husband being the Clerk and Solicitor to the Trust. The Councillor advised that she had determined that her interest was prejudicial and that she would leave the meeting for the consideration of the matter.

Pursuant to the Council's Code of Member Conduct, Councillor Webster declared a personal interest in this item by virtue of being a Trustee nominated by Essex County Council. The Councillor advised that she had determined that her interest was not prejudicial and that she would remain in the meeting for the consideration of the matter.

The Council received a written report from Councillors Smith and Johnson in relation to the investment income of and grants approved by the Grange Farm Centre Trust.

RESOLVED:

- (1) That the Trustees be advised of the Council's concern that the assets of the Trust appear to be increasing but the amount of grants awarded appears to be considerably less than the yearly investment income of the Trust;
- (2) That in the light of (1) above, the Trustees be urged to review their arrangements for advertising the availability of grants with a view to receiving more applications and awarding more grants;
- (3) That the Trustees be requested to review their form of annual report with a view to it more closely reflecting the form currently recommended by the Charity Commissioners including a much more detailed analysis of the delivery of public benefit and a more detailed list of the grant applications made and the outcomes of those applications;

(3) That if it is not considered necessary to include a more detailed list of the grant applications made and the outcomes of those applications in the annual report, this information be supplied separately to the Council each year; and

(4) That the Trustees be requested to provide the Council with a breakdown of the Trust's Restricted Reserves.

122. EXCLUSION OF PUBLIC AND PRESS

RESOLVED:

That, in accordance with Section 100(A)(4) of the Local Government Act 1972 the public and press be excluded from the meeting for the item of business set out below as it would involve the likely disclosure of exempt information as defined in the paragraph Part 1 of the Schedule 12A of the Act indicated and the exemption is considered to outweigh the potential public interest in disclosing the information:

| Agenda Item No | Subject | Exempt Information Paragraph Number |
|----------------|---|-------------------------------------|
| 17 | Report of the Cabinet – Supplementary Estimate and Reduced Capital Receipt – North Weald Airfield Market Operator | 3 |

123. REPORT OF THE CABINET - SUPPLEMENTARY ESTIMATE AND REDUCED CAPITAL RECEIPT - NORTH WEALD AIRFIELD MARKET OPERATOR

Mover: Councillor Mohindra, Finance and Economic Development Portfolio Holder

Councillor Mohindra submitted a report seeking a District Development Fund supplementary estimate and proposing a reduction in a Capital Receipt.

Report as first moved ADOPTED

RESOLVED:

That a District Development Fund (DDF) supplementary estimate and a reduction in a Capital Receipt for 2011/12 and DDF provision and a reduction in a Capital Receipt for 2012/13 for the amounts set out in the report of the Cabinet be approved in order to meet the cost of a reduction in the licence fee and infrastructure charge payable by the market operator during the current and next financial years.

CHAIRMAN

CONTINUING SERVICES BUDGET - GROWTH / (SAVINGS) LIST

| Directorate | Service | Original 2011/12 £000's | Revised 2011/12 £000's | Estimate 2012/13 £000's | Estimate 2013/14 £000's | Estimate 2014/15 £000's | Estimate 2015/16 £000's |
|-----------------------------------|--|-------------------------------|------------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|
| | Internal Audit | | (24) | (13) | | | |
| | Civic & Member | | | (3) | | | |
| | Democratic services | | | (3) | | | |
| | Directorate Savings | | (12) | | | | |
| | Consultants Fees- Saving | | | | | | |
| | Courses & Conferences, Books, Publs & Postage- Savings | | | | | | |
| | LGIU Information unit Subscription Saving | | | | | | |
| | General | | | | | | |
| | Total Chief Executive | 0 | (36) | (19) | 0 | 0 | 0 |
| Corporate Support Services | Local Land Charges | 35 | 35 | | | | |
| | Local Land Charges | | 6 | | | | |
| | Industrial Estates- Brooker Rd | (10) | (8) | (7) | | | |
| | Estates & Valuation | | (8) | | | | |
| | Industrial Estates- Oakwood Hill | 4 | (13) | | | | |
| | Industrial Estates - O Hill Workshops | 4 | | (5) | | | |
| | Industrial Ests- Lang Road Seed Bed | | 8 | | | | |
| | Fleet Operations | | 25 | 40 | | | |
| | Civic Offices | (5) | (5) | | | | |
| | Offices & Depots | | (42) | 14 | | | |
| | Offices & Depots | 63 | 63 | 36 | | | |
| | Langston Road Depot | 32 | 32 | | | | |
| | Business Premises | (1,429) | (1,412) | | | | |
| | Administration & Secretarial | | | (3) | | | |
| | Directorate Savings | (37) | (85) | | | | |
| | Removal of Personal Search chges (LLC Amendment Rules 2010) | | | | | | |
| | ECC Charge for highways LLC search | | | | | | |
| | Increased Rental Income | | | | | | |
| | Additional Fees from re-assignments etc | | | | | | |
| | Reduced/(Increased) Rental Income | | | | | | |
| | Reduced/(Increased) Rental Income | | | | | | |
| | Reduced Rental Income | | | | | | |
| | MOTs - Reduced Income | | | | | | |
| | Car Park Rental - Black Lion | | | | | | |
| | Gas & Electricity | | | | | | |
| | NNDR Re-assessment | | | | | | |
| | WRVS Termination of lease | | | | | | |
| | Transfer to General Fund from HRA | | | | | | |
| | Messenger -Member Despatch | | | | | | |
| | General | | | | | | |
| | Total Corporate Support Services | (1,343) | (1,404) | 75 | 0 | 0 | 0 |
| Deputy Chief Executive | All Weather Pitch | (17) | | (35) | | | |
| | DCE directorate | (100) | (136) | (23) | | | |
| | Townmead Project | | | | | | |
| | Savings | | | | | | |
| | Total Deputy Chief Executive | (117) | (136) | (58) | 0 | 0 | 0 |

CONTINUING SERVICES BUDGET - GROWTH / (SAVINGS) LIST

| Directorate | Service | | Original | Revised | Estimate | Estimate | Estimate | Estimate | |
|------------------------------|---|---|---|-------------------|-------------------|-------------------|-------------------|-------------------|----------|
| | | | 2011/12 £000's | 2011/12 £000's | 2012/13 £000's | 2013/14 £000's | 2014/15 £000's | 2015/16 £000's | |
| Environment & Street | Waste Management | Wheeled Bin Maintenance | 8 | 8 | | | | | |
| | Food Safety | Inspections | | (7) | | | | | |
| | Grounds Maintenance | Fuel | | 11 | | | | | |
| | Engineering, Drainage & Water | Deletion of Drainage Technician post | | (12) | (12) | | | | |
| | Safer Communities | Reduction in PCSO's | (29) | (29) | (63) | | | | |
| | Safer Communities | Reduction in Contributions | 1 | | | | | | |
| | Leisure Facilities | Loughton Leisure management fee reduction | (75) | (75) | | | | | |
| | Leisure Facilities | Epping Sports Centre management fee reduction | (11) | (6) | (17) | | | | |
| | Leisure Facilities | Ongar Leisure Centre management fee reduction | (7) | (8) | (22) | | | | |
| | North Weald Airfield | Increase in Events Income | | (13) | | | | | |
| | North Weald Airfield | Increase in Market Income | | (14) | | | | | |
| | North Weald Airfield | Loss of income Training Room | | | 25 | | | | |
| | North Weald Airfield | Increase in Maintenance cost | | 19 | | | | | |
| | North Weald Airfield | Increase in NNDR | | 18 | | | | | |
| | Off Street Parking | Fluctuations in NDR | 15 | 10 | | | | | |
| | Off Street Parking | Loss of income through VAT increase | 12 | 12 | | | | | |
| | Off Street Parking | Contract allocations / Change of Service | | (34) | (65) | (62) | | | |
| | Off Street Parking | Drop in PCN income | | 120 | | | | | |
| | Directorate Savings | General | (18) | (56) | (17) | | | | |
| | Naming and Numbering | Introduction of charging | | (3) | (2) | | | | |
| | Pest Control | Cessation of contract | | (25) | | | | | |
| | Contaminated Land & Water Quality | Contaminated land investigations | | (26) | | | | | |
| | Waste Management | Contract savings | | (213) | (637) | | | | |
| | Waste Management | Gate fees | | (128) | | | | | |
| | Waste Management | Advertising | | (3) | | | | | |
| | Waste Management | Publicity | | (20) | | | | | |
| | Waste Management | Abandoned vehicles | | (15) | | | | | |
| | Total Environment & Street Scene | | | (104) | (489) | (810) | (62) | 0 | 0 |
| | Finance & ICT | Finance Miscellaneous | Decrease in Employers Pension Conts (Act Val 2010) | (10) | (10) | | | | |
| | | Housing Benefits | Housing Benefit Admin Subsidy settlement reductions | 25 | 25 | 41 | | | |
| Revenues | | Additional postage costs | | 5 | | | | | |
| Council Tax Collection | | Reduction in court cost income | | 30 | | | | | |
| NNDR | | Reduction in court cost income | 2 | | | | | | |
| Housing Benefits | | Limes Farm Area Office | 7 | 0 | 7 | | | | |
| ICT | | Equipment | | (20) | | | | | |
| Mobile Telephones | | Saving from New contract (T Mobile to O2) | | (6) | | | | | |
| Directorate Savings | General | (24) | (32) | | | | | | |
| Total Finance and ICT | | | 0 | (8) | 48 | 0 | 0 | 0 | |

CONTINUING SERVICES BUDGET - GROWTH / (SAVINGS) LIST

| Directorate | Service | | Original 2011/12 £000's | Revised 2011/12 £000's | Estimate 2012/13 £000's | Estimate 2013/14 £000's | Estimate 2014/15 £000's | Estimate 2015/16 £000's |
|--|-----------------------------------|---|-------------------------------|------------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|
| Housing | Private Sector Housing | Technical Officer Post (HPS/13) | | | 7 | 26 | | |
| | Directorate Savings | General | (15) | (15) | (3) | | | |
| | Total Housing | | (15) | (15) | 4 | 26 | | |
| Planning & Economic Development | Development Control | Add Fees re Govt proposals for Planning Appl fees | (100) | | (100) | | | |
| | Countrycare | Staff restructure | (7) | (7) | | | | |
| | Planning Appeals | Professional Fees | | (5) | (6) | | | |
| | Development Control | Publicity | | (10) | | | | |
| | Building Control Ring Fenced Acct | Consultants Saving on Fees | | (10) | (10) | | | |
| | Building Control Ring Fenced Acct | Consultants Saving on Fees | | 10 | 10 | | | |
| | Directorate Savings | General | | (10) | 0 | | | |
| Total Planning & Economic Development | | | (107) | (32) | (106) | 0 | 0 | 0 |
| Other Items | Investment Interest | Reduction due to shops transfer | 278 | 101 | 2 | 60 | 109 | 45 |
| | New Homes Bonus | | | (295) | (420) | | | |
| | Pensions | Deficit Payments | | 564 | 51 | 53 | | |
| Total CSB | | | (1,408) | (1,750) | (1,233) | 77 | 109 | 45 |

DISTRICT DEVELOPMENT FUND

| Directorate | Description | Original | B/F from | Revised | Estimate | Estimate | Estimate | Estimate |
|---|--------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| | | 2011/12 £000's | 2010/11 £000's | 2011/12 £000's | 2012/13 £000's | 2013/14 £000's | 2014/15 £000's | 2015/16 £000's |
| Chief Executive | Elections | 160 | | 148 | | | | |
| | Elections | (160) | | (148) | | | | |
| | Elections | | | | 148 | | | |
| | Elections | | | | (148) | | | |
| | Elections | | | (45) | | | | |
| | Elections | | | | 18 | | | |
| | Grants to Voluntary Orgs | | 20 | 20 | | | | |
| | Members | | 6 | | | | | |
| | Corporate Management | | | (185) | | | | |
| | Corporate Policy Making | | | (150) | | | | |
| | Corporate Policy Making | | | 150 | | | | |
| | Members | | | (3) | | | | |
| | Total Chief Executive | | 0 | 26 | (213) | 18 | 0 | 0 |
| Corporate Support Services | Emergency Planning | | | (7) | | | | |
| | Civic Offices | 6 | | 5 | | | | |
| | Estates & Valuation | | | 25 | | | | |
| | Estates & Valuation | 35 | 95 | 132 | 205 | | | |
| | Estates & Valuation | | (19) | (19) | (13) | | | |
| | Office Accommodation | 65 | | 65 | | | | |
| | Local Land Charges | | | (63) | | | | |
| | Local Land Charges | | 100 | 100 | | | | |
| | Non HRA Building Maintenance | 15 | 129 | 124 | 45 | 19 | 10 | |
| | Greenyard Waltham Abbey | | | 8 | 5 | | | |
| | Industrial Estates- O Hill Workshops | | | 20 | | | | |
| Total Corporate Support Services | 121 | 330 | 390 | 242 | 19 | 10 | 0 | |
| Deputy Chief Executive | Public Relations | 3 | | 3 | | | | |
| | Public Relations & Information | 25 | | 14 | 11 | 11 | 11 | 3 |
| | Deputy Chief Executive | 75 | | 53 | 38 | | | |
| | Deputy Chief Executive | (75) | | (53) | (38) | | | |
| | Youth Council | 12 | | 12 | 12 | | | |
| | Limes Farm Hall | 19 | (4) | 19 | | | | |
| | NWA Strategy Action Plan | 2 | (1) | 1 | | | | |
| | NWA Strategy Action Plan | 20 | | | 20 | | | |
| Total Deputy Chief Executive | 81 | (5) | 49 | 43 | 11 | 11 | 3 | |

DISTRICT DEVELOPMENT FUND

| Directorate | Description | Original | B/F from | Revised | Estimate | Estimate | Estimate | Estimate | |
|---------------------------------|---|---------------------|--------------|-----------|--------------|-----------|-----------|----------|----------|
| | | 2011/12 | 2010/11 | 2011/12 | 2012/13 | 2013/14 | 2014/15 | 2015/16 | |
| | | £000's | £000's | £000's | £000's | £000's | £000's | £000's | |
| Environment & Street | Pollution Control | | | 4 | 5 | | | | |
| | Food Safety | | | | 6 | | | | |
| | Waste Management | | | | | 4 | | | |
| | Abandoned Vehicles | | | (102) | (184) | (184) | | | |
| | Leisure Facilities | | | 3 | | | | | |
| | Leisure Facilities | | | 10 | 10 | 5 | | | |
| | Leisure Facilities | | | | | 2 | | | |
| | Leisure Facilities | | | | | 3 | | | |
| | Leisure Facilities | | | | (17) | | | | |
| | Parks & Grounds | | | 3 | (3) | 10 | 10 | | |
| | Parks & Grounds | | | (3) | 3 | (10) | (10) | | |
| | North Weald Airfield | | | (18) | | (18) | | | |
| | North Weald Airfield | | | | | (5) | | | |
| | North Weald Airfield | | | 34 | | 34 | 24 | 14 | 4 |
| | North Weald Airfield | | | | | 24 | 72 | | |
| | North Weald Airfield | | | | 5 | 5 | | | |
| | North Weald Airfield | | | | | | 3 | | 3 |
| | Off Street Parking | | | (40) | | (40) | | | |
| | Off Street Parking | | | | | 22 | 21 | | |
| | Contaminated Land & Water Quality | | | | | 24 | 25 | | |
| | Waste Management | | | | | 5 | | | |
| | Waste Management | | | | | 10 | 10 | | |
| | Waste Management | | | | | 10 | 10 | | |
| | Waste Management | | | | | 3 | 3 | | |
| | Abandoned Vehicles | | | | | 4 | 4 | | |
| | Total Environment & Street Scene | | (113) | 9 | (102) | 2 | 18 | 7 | 0 |
| | Finance & ICT | Concessionary Fares | | | 72 | | 72 | 5 | |
| Concessionary Fares | | | | (50) | | (45) | | | |
| Insurance Services | | | | | | (6) | (6) | | |
| ICT | | | | | | (5) | (2) | | |
| Council Tax Collection | | | | | | 6 | 8 | 0 | |
| Housing Benefits | | | | | | 3 | 3 | | |
| Housing Benefits | | | | | | 2 | 2 | | |
| Housing Benefits | | | | | | | (15) | | |
| Housing Benefits | | | | | | (3) | | | |
| Housing Benefits | | | | 15 | | 15 | 20 | | |
| Housing Benefits | | | | | | (1) | (3) | | |
| Housing Benefits | | | | | | 1 | 3 | | |
| NNDR | | | | | 9 | | 9 | | |
| Procurement | | | | (10) | | (5) | (9) | | |
| Total Finance & ICT | | | 27 | 20 | 21 | 17 | 0 | 0 | 0 |

DISTRICT DEVELOPMENT FUND

| Directorate | Description | Original | B/F from | Revised | Estimate | Estimate | Estimate | Estimate |
|---|--|------------|--------------|------------|--------------|--------------|------------|------------|
| | | 2011/12 | 2010/11 | 2011/12 | 2012/13 | 2013/14 | 2014/15 | 2015/16 |
| | | £000's | £000's | £000's | £000's | £000's | £000's | £000's |
| Housing | Homelessness | | | | | | | |
| | DCLG - Rental Loan Scheme | 26 | | 26 | 26 | | | |
| | Homelessness | (26) | | (26) | (26) | | | |
| | DCLG - Rental Loan Scheme | | | | | | | |
| | Homelessness | 26 | | 26 | 26 | | | |
| | DCLG - EFHAS | | | | | | | |
| | Homelessness | (26) | | (26) | (26) | | | |
| | DCLG - EFHAS | | | | | | | |
| | Private Sector Housing | 52 | 4 | 28 | 28 | | | |
| House Condition Survey | | | | | | | | |
| Private Sector Housing | 27 | | | 27 | | | | |
| Technical Officer | | | | | | | | |
| Private Sector Housing | 15 | (6) | 19 | 0 | | | | |
| Handyperson Scheme | | | | | | | | |
| Handy Person Scheme | 10 | 10 | 5 | 15 | | | | |
| ECC re. Mobile Homes/Sites Improvements | | | | | | | | |
| Total Housing | | 104 | 8 | 52 | 70 | 0 | 0 | 0 |
| Planning & Economic Development | Building Control Group | | | | (63) | | | |
| | Salary saving re vacant posts (net of Consultants) | | | | 42 | | | |
| | Building Control Group | | | | | | | |
| | Salary saving re vacant posts Ring Fenced Element | | | | | | | |
| | Conservation Policy | 10 | | | | | | |
| | Technical Support Officer -Conservation | | | | | | | |
| | Countrycare | | | 1 | 4 | 4 | 4 | 4 |
| | BRIE - SLA | | | | | | | |
| | Countrycare | | | | 9 | 9 | 9 | |
| | Protected species/habitat related consultation | | | | | | | |
| | Development Control | 51 | | 26 | 25 | | | |
| | Contingency for Appeals | | | | | | | |
| | Development Control | | | (75) | 0 | | | |
| | Fees & Charges-additional large applications | | | | | | | |
| | Development Control | | | (10) | | | | |
| | Pre Application Consultants Fees - saving | | | | | | | |
| | Development Control | | | 5 | | | | |
| | Pre Application Fees Reduction | | | | | | | |
| | Development Control | | | (10) | | | | |
| | Publicity | | | | | | | |
| Economic Development | | 2 | 2 | | | | | |
| Chamber of Commerce/Loyalty card scheme | | | | | | | | |
| Economic Development | 3 | 3 | 3 | 3 | | | | |
| Economic Development Strategy | | | | | | | | |
| Economic Development | 4 | | 0 | | | | | |
| Enhanced Business Contacts | | | | | | | | |
| Economic Development | 12 | | | 12 | | | | |
| LABGI regeneration | | | | | | | | |
| Economic Development | 9 | 3 | 11 | | | | | |
| Town Centre Manager | | | | | | | | |
| Forward Planning | | | | 21 | | | | |
| Admin Assistant | | | | | | | | |
| Forward Planning | 395 | | 165 | 586 | 100 | | | |
| Local Plan | | | | | | | | |
| Forward Planning | 35 | | 24 | 22 | | | | |
| Senior Planner | | | | | | | | |
| Planning Services | 7 | | 0 | 17 | | | | |
| Planning Delivery Grant 4 | | | | | | | | |
| Tourism | 5 | | 5 | | | | | |
| Waltham Abbey Tourist Information Centre | | | | | | | | |
| Town Centre Enhancements | 12 | 0 | 0 | | | | | |
| Town Centre Support | | | | | | | | |
| Town Centre Regeneration | | | | 46 | | | | |
| Waltham Abbey Regeneration Projects | | | | | | | | |
| Total Planning & Economic Development | | 543 | 8 | 147 | 724 | 113 | 13 | 4 |
| Total Service Specific District Development Fund | | 763 | 396 | 344 | 1,116 | 161 | 41 | 7 |
| Other Items | Capital Expenditure Funded from Revenue | 22 | | 65 | 13 | | | |
| | LABGI Contribution | 40 | | 40 | | | | |
| | Local Services Support Grant | | | (117) | | | | |
| | Lost Investment Interest | 363 | | 342 | 267 | 217 | 67 | |
| | Second Homes Discount Allowance | (84) | | (75) | (75) | | | |
| | Council Tax Freeze | | | | (204) | | | |
| | VAT Refund Fleming Claim | | | (249) | | | | |
| | Total District Development Fund | | 1,104 | 396 | 350 | 1,117 | 378 | 108 |

REVENUE EXPENDITURE, INCOME AND FINANCING

| 2011/12 ORIGINAL ALL REVENUE ITEMS £ | 2011/12 REVISED ALL REVENUE ITEMS £ | | GENERAL FUND ACCOUNT £ | 2012/13 ORIGINAL HOUSING REVENUE ACCOUNT £ | ALL REVENUE ITEMS £ |
|--|--|--|---------------------------------|---|------------------------------|
| Gross Expenditure | | | | | |
| 3,255,490 | 3,147,760 | Office of the Chief Executive | 4(a) 3,125,190 | 0 | 3,125,190 |
| 1,744,850 | 1,750,430 | Corporate Support Services | 4(b) 1,894,920 | 0 | 1,894,920 |
| 1,978,700 | 1,997,490 | Deputy Chief Executive | 4(c) 1,869,970 | 0 | 1,869,970 |
| 16,050,280 | 15,628,570 | Environment & Street Scene | 4(d) 14,979,570 | 0 | 14,979,570 |
| 47,864,540 | 50,415,810 | Finance & ICT | 4(e) 51,021,350 | 0 | 51,021,350 |
| 36,106,660 | 40,017,390 | Housing | 4(f) 3,377,780 | 27,002,990 | 30,380,770 |
| 4,270,210 | 3,766,300 | Planning & Economic Development | 4(g) 4,445,240 | 0 | 4,445,240 |
| 291,920 | 236,560 | Internal Trading Organisations | 4(h) 238,940 | 0 | 238,940 |
| 111,562,650 | 116,960,310 | Total Expenditure on Services | 80,952,960 | 27,002,990 | 107,955,950 |
| 38,000 | 26,000 | Interest Payable (Inc HRA) | 550,000 | 5,788,000 | 6,338,000 |
| 0 | 0 | Impairment of Investments | 0 | | 0 |
| 6,945,000 | 7,021,000 | Revenue Contribution to Capital | 13,000 | 12,813,000 | 12,826,000 |
| 3,106,848 | 3,106,848 | Precepts Paid to Parish Councils | 3,166,787 | 0 | 3,166,787 |
| 121,652,498 | 127,114,158 | Total Gross Expenditure | 84,682,747 | 45,603,990 | 130,286,737 |
| Gross Income | | | | | |
| 45,938,610 | 48,415,220 | Government Subsidies | 49,287,380 | 0 | 49,287,380 |
| 27,502,000 | 27,543,520 | Rents from Dwellings | 0 | 29,147,790 | 29,147,790 |
| 5,295,210 | 5,275,740 | Miscellaneous Rents, Trading Operations etc. | 4,332,250 | 890,500 | 5,222,750 |
| 8,790,110 | 8,351,200 | Fees and Charges | 6,628,810 | 1,620,480 | 8,249,290 |
| 669,000 | 670,200 | Interest on Mortgages and Investments | 561,000 | 1,200 | 562,200 |
| 1,371,320 | 2,082,690 | Grants and Reimbursements by other Bodies | 1,966,700 | 0 | 1,966,700 |
| 89,566,250 | 92,338,570 | Total Operational Income | 62,776,140 | 31,659,970 | 94,436,110 |
| 753,247 | 880,587 | Contribution from/(to) Revenue Reserves | (13,655) | 299,020 | 285,365 |
| (170,000) | (904,000) | FRS 17 Adjustment | (955,000) | 0 | (955,000) |
| 1,104,000 | 350,000 | Contribution from/(to) District Development Fund | 1,117,000 | 0 | 1,117,000 |
| 0 | 2,000 | Contribution from/(to) Other Reserves | (75,709) | 0 | (75,709) |
| 11,781,000 | 15,630,000 | Contribution from/(to) Capital Reserves | 3,843,000 | 13,645,000 | 17,488,000 |
| 7,386,942 | 7,589,942 | Exchequer Support | 6,656,592 | | 6,656,592 |
| 110,421,439 | 115,887,099 | Total Gross Income | 73,348,368 | 45,603,990 | 118,952,358 |
| 11,231,059 | 11,227,059 | To be met from Local Taxation | 11,334,379 | 0 | 11,334,379 |
| Financed by: | | | | | |
| 8,124,211 | 8,124,211 | District Precept | | | 8,167,592 |
| 3,106,848 | 3,106,848 | Parish Council Precepts | 9e | | 3,166,787 |
| 11,231,059 | 11,231,059 | Total Financing | | | 11,334,379 |

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Office of the Chief Executive

Programme 2012/13

| 2011/12 Original | | 2011/12 Revised | | Revenue Expenditure | 2012/13 Original | |
|------------------|-----------|-----------------|-----------|---|------------------|-----------|
| £ | £ | £ | £ | | £ | £ |
| 546,140 | | 502,430 | | Elections | 556,170 | |
| 1,687,070 | | 1,665,800 | | Corporate Activities | 1,576,940 | |
| 1,238,440 | | 1,183,930 | | Member Activities | 1,193,280 | |
| 5,260 | | 14,190 | | Local Council Liaison | 14,200 | |
| 1,790 | | - | | Outdoor Youth Facilities | - | |
| 475,770 | | 455,590 | | Voluntary Services | 432,860 | |
| 273,450 | | 246,210 | | Internal Audit | 239,090 | |
| 487,210 | | 477,810 | | Democratic Services | 484,170 | |
| | 4,715,130 | | 4,545,960 | Total Expenditure | | 4,496,710 |
| | 1,459,640 | | 1,398,200 | Income from Internal Charges | | 1,371,520 |
| | 3,255,490 | | 3,147,760 | Net Expenditure (see Annex 3) | | 3,125,190 |
| | | | | Service Generated Income | | |
| - | | 11,000 | | Miscellaneous Rents, Trading Operations etc | 11,000 | |
| 1,160 | | 1,160 | | Fees and Charges | 1,220 | |
| 192,900 | | 347,640 | | Grants and Reimbursements by other Bodies | 174,350 | |
| | 194,060 | | 359,800 | Total Income | | 186,570 |
| | 3,061,430 | | 2,787,960 | To be met from Government Grant and Local Taxation | | 2,938,620 |
| | - | | - | Capital Expenditure (see Annex 5) | | - |

Corporate Support Services

Programme 2012/13

| 2011/12 Original | | 2011/12 Revised | | Revenue Expenditure | 2012/13 Original | |
|------------------|-------------|-----------------|-------------|---|------------------|-------------|
| £ | £ | £ | £ | | £ | £ |
| 295,510 | | 287,880 | | Licensing | 303,260 | |
| 358,960 | | 315,790 | | Local Land Charges | 322,780 | |
| 570,890 | | 716,640 | | Land & Property | 816,080 | |
| 391,870 | | 357,570 | | Other Activities | 371,150 | |
| 1,565,320 | | 1,581,180 | | Legal & Administration Services | 1,594,310 | |
| 2,476,290 | | 2,363,680 | | Accommodation Services | 2,488,530 | |
| 1,672,220 | | 1,663,370 | | Other Support Services | 1,721,940 | |
| | 7,331,060 | | 7,286,110 | Total Expenditure | | 7,618,050 |
| | 5,586,210 | | 5,535,680 | Income from Internal Charges | | 5,723,130 |
| | 1,744,850 | | 1,750,430 | Net Expenditure (see Annex 3) | | 1,894,920 |
| | | | | Service Generated Income | | |
| - | | - | | Government Subsidies | - | |
| - | | - | | Rents from Dwellings | - | |
| 2,833,830 | | 2,816,310 | | Miscellaneous Rents, Trading Operations etc | 2,851,510 | |
| 491,290 | | 453,600 | | Fees and Charges | 546,140 | |
| - | | - | | Interest on Mortgages and Investments | - | |
| 41,500 | | - | | Grants and Reimbursements by other Bodies | - | |
| | 3,366,620 | | 3,269,910 | Total Income | | 3,397,650 |
| | (1,621,770) | | (1,519,480) | To be met from Government Grant and Local Taxation | | (1,502,730) |
| | 307,000 | | 536,000 | Capital Expenditure (see Annex 5) | | 712,000 |

Deputy Chief Executive

Programme 2012/13

| 2011/12 Original | | 2011/12 Revised | | | 2012/13 Original | |
|------------------|-----------|-----------------|-----------|---|------------------|-----------|
| £ | £ | £ | £ | Revenue Expenditure | £ | £ |
| 868,330 | | 861,000 | | Arts & Museum | 825,600 | |
| 992,370 | | 1,020,660 | | Sports Development & Other Amenities | 921,450 | |
| 117,770 | | 106,600 | | Customer Services | 113,690 | |
| 2,074,970 | | 2,019,410 | | Support Services | 1,991,840 | |
| | 4,053,440 | | 4,007,670 | Total Expenditure | | 3,852,580 |
| | 2,074,740 | | 2,010,180 | Income from Internal Charges | | 1,982,610 |
| | 1,978,700 | | 1,997,490 | Net Expenditure (see Annex 3) | | 1,869,970 |
| | | | | Service Generated Income | | |
| 162,860 | | 103,470 | | Fees and Charges | 157,110 | |
| 188,410 | | 283,290 | | Grants and Reimbursements by other Bodies | 112,490 | |
| | 351,270 | | 386,760 | Total Income | | 269,600 |
| | 1,627,430 | | 1,610,730 | To be met from Government Grant and Local Taxation | | 1,600,370 |
| | 1,437,000 | | 1,572,000 | Capital Expenditure (see Annex 5) | | 120,000 |

Environmental and Street Scene

Programme 2012/13

| 2011/12 Original | | 2011/12 Revised | | Revenue Expenditure | 2012/13 Original | |
|------------------|------------|-----------------|------------|---|------------------|------------|
| £ | £ | £ | £ | | £ | £ |
| 1,453,280 | | 1,177,950 | | Environmental Health | 1,225,130 | |
| 8,125,170 | | 7,791,270 | | Waste Collection & Street Cleansing | 7,450,150 | |
| 578,190 | | 552,050 | | Highways | 580,740 | |
| 1,247,910 | | 1,276,940 | | Car Parking | 1,008,150 | |
| 755,900 | | 770,290 | | Land Drainage & Sewerage | 761,280 | |
| 448,960 | | 435,330 | | Safer Communities | 373,960 | |
| 1,652,060 | | 1,925,810 | | Leisure Facilities | 1,839,540 | |
| 723,640 | | 673,700 | | Parks and Grounds | 696,330 | |
| 913,040 | | 894,560 | | North Weald | 911,430 | |
| 3,910,520 | | 3,671,850 | | Environmental Admin & Policy | 3,736,790 | |
| | 19,808,670 | | 19,169,750 | Total Expenditure | | 18,583,500 |
| | 3,758,390 | | 3,541,180 | Income from Internal Charges | | 3,603,930 |
| | 16,050,280 | | 15,628,570 | Net Expenditure (see Annex 3) | | 14,979,570 |
| | | | | Service Generated Income | | |
| 1,430,260 | | 1,482,930 | | Miscellaneous Rents, Trading Operations etc | 1,394,740 | |
| 4,544,040 | | 4,446,980 | | Fees and Charges | 4,196,730 | |
| 3,000 | | 4,280 | | Grants and Reimbursements by other Bodies | 4,280 | |
| | 5,977,300 | | 5,934,190 | Total Income | | 5,595,750 |
| | 10,072,980 | | 9,694,380 | To be met from Government Grant and Local Taxation | | 9,383,820 |
| | 2,181,000 | | 1,582,000 | Capital Expenditure (see Annex 5) | | 1,596,000 |

Finance and ICT

Programme 2012/13

| 2011/12 Original | | 2011/12 Revised | | Revenue Expenditure | 2012/13 Original | |
|------------------|------------|-----------------|------------|---|------------------|------------|
| £ | £ | £ | £ | | £ | £ |
| 46,145,260 | | 48,376,650 | | Housing Benefits | 49,350,910 | |
| 1,643,380 | | 1,643,540 | | Local Taxation | 1,664,970 | |
| 122,900 | | 104,460 | | Concessionary Fares | 24,170 | |
| - | | 299,560 | | Other Activities | 7,140 | |
| 3,069,350 | | 2,949,440 | | ICT Services | 3,023,090 | |
| 2,476,330 | | 2,544,540 | | Financial Services | 2,509,990 | |
| | 53,395,500 | | 55,918,190 | Total Expenditure | | 56,580,270 |
| | 5,530,960 | | 5,502,380 | Income from Internal Charges | | 5,558,920 |
| | 47,864,540 | | 50,415,810 | Net Expenditure (see Annex 3) | | 51,021,350 |
| | | | | Service Generated Income | | |
| 45,533,330 | | 48,003,940 | | Government Subsidies | 48,882,100 | |
| 26,120 | | | | Miscellaneous Rents, Trading Operations etc | | |
| 69,300 | | 56,840 | | Fees and Charges | 64,890 | |
| 593,000 | | 371,480 | | Grants and Reimbursements by other Bodies | 315,000 | |
| | 46,221,750 | | 48,432,260 | Total Income | | 49,261,990 |
| | 1,642,790 | | 1,983,550 | To be met from Government Grant and Local Taxation | | 1,759,360 |
| | 488,000 | | 358,000 | Capital Expenditure (see Annex 5) | | 362,000 |

Housing

Programme 2012/13

| General Fund £ | Housing Revenue £ | 2011/12 | General Fund £ | Housing Revenue £ | 2011/12 | Revenue Expenditure | General Fund £ | 2012/13 | Total £ |
|-------------------|-------------------------|-------------------|-------------------|-------------------------|-------------------|---|-------------------|-------------------------------------|-------------------|
| | | Original | | | Revised | | | Original Housing Revenue £ | |
| | 33,377,000 | 35,427,000 | | 37,503,980 | 37,503,980 | Council Housing | | 27,002,990 | 27,002,990 |
| 1,464,480 | | 1,464,480 | 1,335,440 | | 1,335,440 | Private Sector Housing | 1,578,150 | | 1,578,150 |
| 457,150 | | 457,150 | 457,330 | | 457,330 | Homelessness | 451,030 | | 451,030 |
| 42,370 | | 42,370 | 37,690 | | 37,690 | Housing Investment Programme | 39,590 | | 39,590 |
| 474,770 | | 474,770 | 403,580 | | 403,580 | Affordable Housing Grants | 1,026,690 | | 1,026,690 |
| 290,890 | | 290,890 | 279,370 | | 279,370 | Leasehold Services Administration | 282,320 | | 282,320 |
| 2,729,660 | 33,377,000 | 38,156,660 | 2,513,410 | 37,503,980 | 40,017,390 | Total Expenditure | 3,377,780 | 27,002,990 | 30,380,770 |
| | | | | | | Service Generated Income | | | |
| 405,280 | | 405,280 | 411,280 | | 411,280 | Government Subsidies | 405,280 | | 405,280 |
| | 27,502,000 | 27,502,000 | | 27,543,520 | 27,543,520 | Rents from Dwellings | | 29,147,790 | 29,147,790 |
| 75,000 | 930,000 | 1,005,000 | 75,000 | 890,500 | 965,500 | Miscellaneous Rents, Trading Operations etc | 75,000 | 890,500 | 965,500 |
| 292,630 | 1,715,000 | 2,007,630 | 281,110 | 1,615,350 | 1,896,460 | Fees and Charges | 284,140 | 1,620,480 | 1,904,620 |
| | 2,000 | 2,000 | | 1,200 | 1,200 | Interest on Mortgages and Investments | | 1,200 | 1,200 |
| 70,880 | | 70,880 | 372,540 | | 372,540 | Grants and Reimbursements by other Bodies | 360,320 | | 360,320 |
| | 2,646,000 | 4,696,000 | | 6,504,000 | 6,504,000 | HRA Interest & Reversal of Depn | - | 4,956,000 | 4,956,000 |
| | 582,000 | 582,000 | | 949,410 | 949,410 | Use of Balances | | 299,020 | 299,020 |
| 843,790 | 33,377,000 | 36,270,790 | 1,139,930 | 37,503,980 | 38,643,910 | Total Income | 1,124,740 | 27,002,990 | 28,127,730 |
| 1,885,870 | - | 1,885,870 | 1,373,480 | 0 | 1,373,480 | To be met from Government Grant and Local Taxation | 2,253,040 | 0 | 2,253,040 |
| 1,778,000 | 6,919,000 | 8,697,000 | 1,175,000 | 7,026,000 | 8,201,000 | Capital Expenditure (see Annex 5) | 2,761,000 | 12,806,000 | 15,567,000 |

Planning & Economic Development

Programme 2012/13

| 2011/12 Original | | 2011/12 Revised | | Revenue Expenditure | 2012/13 Original | |
|------------------|-----------|-----------------|-----------|---|------------------|-----------|
| £ | £ | £ | £ | | £ | £ |
| 143,540 | | 91,590 | | Economic Development | 107,700 | |
| 32,580 | | 30,500 | | Tourism | 26,790 | |
| 56,940 | | 50,430 | | Environmental Initiatives | 43,360 | |
| 186,270 | | 235,660 | | Conservation Policy | 267,860 | |
| 858,670 | | 567,320 | | Forward Planning | 1,048,540 | |
| 208,770 | | 242,710 | | Town Centre Enhancements | 323,240 | |
| 231,460 | | 244,240 | | Countryside | 260,180 | |
| 2,551,450 | | 2,323,600 | | Regulatory Services | 2,371,210 | |
| 1,057,480 | | 1,064,230 | | Planning Administration & Policy | 1,094,790 | |
| | 5,327,160 | | 4,850,280 | Total Expenditure | | 5,543,670 |
| | 1,056,950 | | 1,083,980 | Income from Internal Charges | | 1,098,430 |
| | 4,270,210 | | 3,766,300 | Net Expenditure (see Annex 3) | | 4,445,240 |
| | | | | Service Generated Income | | |
| 1,132,880 | | 1,082,770 | | Fees and Charges | 1,107,930 | |
| 34,630 | | 7,460 | | Grants and Reimbursements by other Bodies | 6,260 | |
| | 1,167,510 | | 1,090,230 | Total Income | | 1,114,190 |
| | 3,102,700 | | 2,676,070 | To be met from Government Grant and Local Taxation | | 3,331,050 |
| | 240,000 | | 80,000 | Capital Expenditure (see Annex 5) | | 50,000 |

Internal Trading Organisations

Programme 2012/13

| 2011/12 Original | | 2011/12 Revised | | | 2012/13 Original | |
|------------------|-----------|-----------------|----------|---|------------------|----------|
| £ | £ | £ | £ | Revenue Expenditure | £ | £ |
| 2,963,150 | | | | Housing Maintenance | | |
| 460,940 | | 428,140 | | Fleet Operations | 436,900 | |
| | 3,424,090 | | 428,140 | Total Expenditure | | 436,900 |
| | 3,132,170 | | 191,580 | Income from Internal Charges | | 197,960 |
| | 291,920 | | 236,560 | Net Expenditure (see Annex 3) | | 238,940 |
| | | | | Service Generated Income | | |
| 380,950 | | 309,920 | | Fees and Charges | 270,650 | |
| | 380,950 | | 309,920 | Total Income | | 270,650 |
| | (89,030) | | (73,360) | To be met from Government Grant and Local Taxation | | (31,710) |
| | 54,000 | | - | Capital Expenditure (see Annex 5) | | 57,000 |

Non Service Budgets

Programme 2012/13

| 2011/12 Original | | | 2011/12 Revised Housing Revenue | | | 2012/13 Original | | | |
|-------------------|----------------------|-------------|---------------------------------|----------------------|-------------|---|-------------------|----------------------|-------------|
| General Fund £ | Housing Revenue £ | Total £ | General Fund £ | Housing Revenue £ | Total £ | Revenue Expenditure | General Fund £ | Housing Revenue £ | Total £ |
| (667,000) | - | (667,000) | (669,000) | - | (669,000) | Interest & Investment Income | (561,000) | - | (561,000) |
| - | - | - | - | - | - | Impairment of Investments | - | - | - |
| 22,000 | 6,923,000 | 6,945,000 | 65,000 | 6,956,000 | 7,021,000 | Revenue Contribution to Capital | 13,000 | 12,813,000 | 12,826,000 |
| (247,000) | - | (247,000) | (696,000) | - | (696,000) | Other Items | (994,000) | - | (994,000) |
| 786,000 | (748,000) | 38,000 | 615,000 | (589,000) | 26,000 | Interest Payable (Inc HRA) | 550,000 | 5,788,000 | 6,338,000 |
| (2,960,000) | (43,000) | (3,003,000) | (2,759,000) | (50,000) | (2,809,000) | Depreciation Reversals & Other Adjs. | (3,843,000) | (43,000) | (3,886,000) |
| (3,066,000) | 6,132,000 | 3,066,000 | (3,444,000) | 6,317,000 | 2,873,000 | | (4,835,000) | 18,558,000 | 13,723,000 |
| - | 8,821,000 | 8,821,000 | - | 12,871,000 | 12,871,000 | Transferred to Housing Summary | - | 13,645,000 | 13,645,000 |
| (3,066,000) | 14,953,000 | 11,887,000 | (3,444,000) | 19,188,000 | 15,744,000 | | (4,835,000) | 32,203,000 | 27,368,000 |
| | | (171,247) | | | 68,823 | Contribution (from)/to Revenue Reserves | | | 13,655 |
| | | 170,000 | | | 904,000 | FRS 17 Adjustment | | | 955,000 |
| | | - | | | | Contribution (from)/to Other Reserves | | | |
| | | - | | | | Transfer (from)/to Housing Revenue Account | | | - |
| | | (203,000) | | | - | Council Tax Freeze Grant | | | |
| | | (1,104,000) | | | (350,000) | Contribution from District Development Fund | | | (1,117,000) |
| | | 10,578,753 | | | 16,366,823 | Reduction in Amount to be met from Government Grant and Local Taxation & other Housing Revenue Account items | | | 27,219,655 |

Capital Programme

Programme 2012/13

| General Fund £ | Housing Revenue £ | 2011/12 Original | General Fund £ | Housing Revenue £ | 2011/12 Revised | Gross Expenditure | General Fund £ | 2012/13 Original Housing Revenue £ | Total £ |
|---------------------|----------------------|---------------------|-------------------|----------------------|--------------------|---|-------------------|--|------------|
| | | Total £ | | | Total £ | | | Total £ | |
| 307,000 | | 307,000 | 536,000 | | 536,000 | Corporate Support Services | 712,000 | | 712,000 |
| 1,437,000 | | 1,437,000 | 1,572,000 | | 1,572,000 | Deputy Chief Executive | 120,000 | | 120,000 |
| 2,181,000 | | 2,181,000 | 1,582,000 | | 1,582,000 | Environmental and Street Scene | 1,596,000 | | 1,596,000 |
| 488,000 | | 488,000 | 358,000 | | 358,000 | Finance and ICT | 362,000 | | 362,000 |
| 1,778,000 | 6,919,000 | 8,697,000 | 1,175,000 | 7,026,000 | 8,201,000 | Housing | 2,761,000 | 12,806,000 | 15,567,000 |
| 240,000 | | 240,000 | 80,000 | | 80,000 | Planning & Economic Development | 50,000 | | 50,000 |
| - | 54,000 | 54,000 | - | - | - | Internal Trading Organisations | - | 57,000 | 57,000 |
| 6,431,000 | 6,973,000 | 13,404,000 | 5,303,000 | 7,026,000 | 12,329,000 | Total Capital Expenditure | 5,601,000 | 12,863,000 | 18,464,000 |
| 22,000 | 6,923,000 | 6,945,000 | 65,000 | 6,956,000 | 7,021,000 | Less: Revenue Contributions to Capital | 13,000 | 12,813,000 | 12,826,000 |
| 6,409,000 | 50,000 | 6,459,000 | 5,238,000 | 70,000 | 5,308,000 | To be met from Capital Resources | 5,588,000 | 50,000 | 5,638,000 |
| Financed by: | | | | | | | | | |
| 5,801,000 | | 5,801,000 | 4,237,000 | | 4,237,000 | Capital Receipts | 4,910,000 | | 4,910,000 |
| 520,000 | | 520,000 | 363,000 | | 363,000 | Government Grants | 394,000 | | 394,000 |
| 88,000 | 50,000 | 138,000 | 638,000 | 70,000 | 708,000 | Other Grants | 334,000 | | 334,000 |
| 6,409,000 | 50,000 | 6,459,000 | 5,238,000 | 70,000 | 5,308,000 | Total Financing | 5,638,000 | - | 5,638,000 |

COUNCIL TAX RATES FOR DISTRICT & PARISH/TOWN COUNCILS 2012/13

| Authorities | Tax Base No.'s | Precept 2012/13 | Council Tax Band D | Band A | Band B | Band C | Band D | Band E | Band F | Band G | Band H |
|--|-----------------|-------------------|--------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| | | £ | £ | £ | £ | £ | £ | £ | £ | £ | £ |
| District Expenses | 54,900.8 | 8,167,592 | 148.77 | 99.18 | 115.71 | 132.24 | 148.77 | 181.83 | 214.89 | 247.95 | 297.54 |
| Abbess, Berners and Beauchamp Roding | 212.9 | 5,000 | 23.49 | 114.84 | 133.98 | 153.12 | 172.26 | 210.54 | 248.82 | 287.10 | 344.52 |
| Buckhurst Hill | 5,311.4 | 367,800 | 69.25 | 145.35 | 169.57 | 193.80 | 218.02 | 266.47 | 314.92 | 363.37 | 436.04 |
| Chigwell | 5,996.9 | 223,918 | 37.34 | 124.07 | 144.75 | 165.43 | 186.11 | 227.47 | 268.83 | 310.18 | 372.22 |
| Epping Town | 5,179.1 | 434,200 | 83.84 | 155.07 | 180.92 | 206.76 | 232.61 | 284.30 | 335.99 | 387.68 | 465.22 |
| Epping Upland | 416.1 | 11,876 | 28.54 | 118.21 | 137.91 | 157.61 | 177.31 | 216.71 | 256.11 | 295.52 | 354.62 |
| Fyfield | 421.2 | 10,423 | 24.75 | 115.68 | 134.96 | 154.24 | 173.52 | 212.08 | 250.64 | 289.20 | 347.04 |
| High Ongar | 576.0 | 13,500 | 23.44 | 114.81 | 133.94 | 153.08 | 172.21 | 210.48 | 248.75 | 287.02 | 344.42 |
| Lambourne | 931.1 | 29,860 | 32.07 | 120.56 | 140.65 | 160.75 | 180.84 | 221.03 | 261.21 | 301.40 | 361.68 |
| Loughton Town | 13,077.4 | 643,200 | 49.18 | 131.97 | 153.96 | 175.96 | 197.95 | 241.94 | 285.93 | 329.92 | 395.90 |
| Matching | 446.4 | 14,035 | 31.44 | 120.14 | 140.16 | 160.19 | 180.21 | 220.26 | 260.30 | 300.35 | 360.42 |
| Moreton, Bobbingworth and the Lavers | 572.4 | 12,300 | 21.49 | 113.51 | 132.42 | 151.34 | 170.26 | 208.10 | 245.93 | 283.77 | 340.52 |
| Nazeing | 2,108.6 | 72,494 | 34.38 | 122.10 | 142.45 | 162.80 | 183.15 | 223.85 | 264.55 | 305.25 | 366.30 |
| North Weald Bassett | 2,646.4 | 138,815 | 52.45 | 134.15 | 156.50 | 178.86 | 201.22 | 245.94 | 290.65 | 335.37 | 402.44 |
| Ongar Town | 2,782.6 | 230,469 | 82.83 | 154.40 | 180.13 | 205.87 | 231.60 | 283.07 | 334.53 | 386.00 | 463.20 |
| Roydon | 1,322.7 | 29,109 | 22.01 | 113.85 | 132.83 | 151.80 | 170.78 | 208.73 | 246.68 | 284.63 | 341.56 |
| Sheering | 1,361.9 | 30,810 | 22.62 | 114.26 | 133.30 | 152.35 | 171.39 | 209.48 | 247.56 | 285.65 | 342.78 |
| Stanford Rivers | 359.0 | 11,700 | 32.59 | 120.91 | 141.06 | 161.21 | 181.36 | 221.66 | 261.96 | 302.27 | 362.72 |
| Stapleford Abbotts | 518.2 | 6,629 | 12.79 | 107.71 | 125.66 | 143.61 | 161.56 | 197.46 | 233.36 | 269.27 | 323.12 |
| Stapleford Tawney | 74.6 | 1,461 | 19.58 | 112.23 | 130.94 | 149.64 | 168.35 | 205.76 | 243.17 | 280.58 | 336.70 |
| Theydon Bois | 2,019.4 | 103,280 | 51.14 | 133.27 | 155.49 | 177.70 | 199.91 | 244.33 | 288.76 | 333.18 | 399.82 |
| Theydon Garnon | 67.4 | 1,000 | 14.84 | 109.07 | 127.25 | 145.43 | 163.61 | 199.97 | 236.33 | 272.68 | 327.22 |
| Theydon Mount | 112.0 | 1,507 | 13.46 | 108.15 | 126.18 | 144.20 | 162.23 | 198.28 | 234.33 | 270.38 | 324.46 |
| Waltham Abbey Town | 8,140.0 | 768,901 | 94.46 | 162.15 | 189.18 | 216.20 | 243.23 | 297.28 | 351.33 | 405.38 | 486.46 |
| Willingale | 247.1 | 4,500 | 18.21 | 111.32 | 129.87 | 148.43 | 166.98 | 204.09 | 241.19 | 278.30 | 333.96 |
| Town and Parish Total | 54,900.8 | 3,166,787 | 57.68 | 38.45 | 44.86 | 51.27 | 57.68 | 70.50 | 83.32 | 96.13 | 115.36 |
| District, Town and Parish Total | 54,900.8 | 11,334,379 | 206.45 | 137.63 | 160.57 | 183.51 | 206.45 | 252.33 | 298.21 | 344.08 | 412.90 |

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PART A : ANALYSIS OF MAJOR PRECEPTING AUTHORITIES 2012/13

ANNEX 7

| Authorities | Tax Base No.'s | Precept 2012/13 | Council Tax Band D | Band A | Band B | Band C | Band D | Band E | Band F | Band G | Band H |
|------------------------|-------------------|--------------------|-----------------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| | | £ | £ | £ | £ | £ | £ | £ | £ | £ | £ |
| Essex County Council | 54,900.8 | 59,663,444 | 1,086.75 | 724.50 | 845.25 | 966.00 | 1,086.75 | 1,328.25 | 1,569.75 | 1,811.25 | 2,173.50 |
| Essex Police Authority | 54,900.8 | 7,505,488 | 136.71 | 91.14 | 106.33 | 121.52 | 136.71 | 167.09 | 197.47 | 227.85 | 273.42 |
| Essex Fire Authority | 54,900.8 | 3,646,511 | 66.42 | 44.28 | 51.66 | 59.04 | 66.42 | 81.18 | 95.94 | 110.70 | 132.84 |
| District Expenses | 54,900.8 | 8,167,592 | 148.77 | 99.18 | 115.71 | 132.24 | 148.77 | 181.83 | 214.89 | 247.95 | 297.54 |

PART B : SUMMARY - COUNCIL TAX RATES INCLUDING ALL PRECEPTS 2012/13

| | | | | | | | | | | | |
|--------------------------------------|----------|---------|-------|----------|----------|----------|----------|----------|----------|----------|----------|
| Abbess, Berners and Beauchamp Roding | 212.9 | 5,000 | 23.49 | 974.76 | 1,137.22 | 1,299.68 | 1,462.14 | 1,787.06 | 2,111.98 | 2,436.90 | 2,924.28 |
| Buckhurst Hill | 5,311.4 | 367,800 | 69.25 | 1,005.27 | 1,172.81 | 1,340.36 | 1,507.90 | 1,842.99 | 2,178.08 | 2,513.17 | 3,015.80 |
| Chigwell | 5,996.9 | 223,918 | 37.34 | 983.99 | 1,147.99 | 1,311.99 | 1,475.99 | 1,803.99 | 2,131.99 | 2,459.98 | 2,951.98 |
| Epping Town | 5,179.1 | 434,200 | 83.84 | 1,014.99 | 1,184.16 | 1,353.32 | 1,522.49 | 1,860.82 | 2,199.15 | 2,537.48 | 3,044.98 |
| Epping Upland | 416.1 | 11,876 | 28.54 | 978.13 | 1,141.15 | 1,304.17 | 1,467.19 | 1,793.23 | 2,119.27 | 2,445.32 | 2,934.38 |
| Fyfield | 421.2 | 10,423 | 24.75 | 975.60 | 1,138.20 | 1,300.80 | 1,463.40 | 1,788.60 | 2,113.80 | 2,439.00 | 2,926.80 |
| High Ongar | 576.0 | 13,500 | 23.44 | 974.73 | 1,137.18 | 1,299.64 | 1,462.09 | 1,787.00 | 2,111.91 | 2,436.82 | 2,924.18 |
| Lambourne | 931.1 | 29,860 | 32.07 | 980.48 | 1,143.89 | 1,307.31 | 1,470.72 | 1,797.55 | 2,124.37 | 2,451.20 | 2,941.44 |
| Loughton Town | 13,077.4 | 643,200 | 49.18 | 991.89 | 1,157.20 | 1,322.52 | 1,487.83 | 1,818.46 | 2,149.09 | 2,479.72 | 2,975.66 |
| Matching | 446.4 | 14,035 | 31.44 | 980.06 | 1,143.40 | 1,306.75 | 1,470.09 | 1,796.78 | 2,123.46 | 2,450.15 | 2,940.18 |
| Moreton, Bobbingworth and the Lavers | 572.4 | 12,300 | 21.49 | 973.43 | 1,135.66 | 1,297.90 | 1,460.14 | 1,784.62 | 2,109.09 | 2,433.57 | 2,920.28 |
| Nazeing | 2,108.6 | 72,494 | 34.38 | 982.02 | 1,145.69 | 1,309.36 | 1,473.03 | 1,800.37 | 2,127.71 | 2,455.05 | 2,946.06 |
| North Weald Bassett | 2,646.4 | 138,815 | 52.45 | 994.07 | 1,159.74 | 1,325.42 | 1,491.10 | 1,822.46 | 2,153.81 | 2,485.17 | 2,982.20 |
| Ongar Town | 2,782.6 | 230,469 | 82.83 | 1,014.32 | 1,183.37 | 1,352.43 | 1,521.48 | 1,859.59 | 2,197.69 | 2,535.80 | 3,042.96 |
| Roydon | 1,322.7 | 29,109 | 22.01 | 973.77 | 1,136.07 | 1,298.36 | 1,460.66 | 1,785.25 | 2,109.84 | 2,434.43 | 2,921.32 |
| Sheering | 1,361.9 | 30,810 | 22.62 | 974.18 | 1,136.54 | 1,298.91 | 1,461.27 | 1,786.00 | 2,110.72 | 2,435.45 | 2,922.54 |
| Stanford Rivers | 359.0 | 11,700 | 32.59 | 980.83 | 1,144.30 | 1,307.77 | 1,471.24 | 1,798.18 | 2,125.12 | 2,452.07 | 2,942.48 |
| Stapleford Abbots | 518.2 | 6,629 | 12.79 | 967.63 | 1,128.90 | 1,290.17 | 1,451.44 | 1,773.98 | 2,096.52 | 2,419.07 | 2,902.88 |
| Stapleford Tawney | 74.6 | 1,461 | 19.58 | 972.15 | 1,134.18 | 1,296.20 | 1,458.23 | 1,782.28 | 2,106.33 | 2,430.38 | 2,916.46 |
| Theydon Bois | 2,019.4 | 103,280 | 51.14 | 993.19 | 1,158.73 | 1,324.26 | 1,489.79 | 1,820.85 | 2,151.92 | 2,482.98 | 2,979.58 |
| Theydon Garnon | 67.4 | 1,000 | 14.84 | 968.99 | 1,130.49 | 1,291.99 | 1,453.49 | 1,776.49 | 2,099.49 | 2,422.48 | 2,906.98 |
| Theydon Mount | 112.0 | 1,507 | 13.46 | 968.07 | 1,129.42 | 1,290.76 | 1,452.11 | 1,774.80 | 2,097.49 | 2,420.18 | 2,904.22 |
| Waltham Abbey Town | 8,140.0 | 768,901 | 94.46 | 1,022.07 | 1,192.42 | 1,362.76 | 1,533.11 | 1,873.80 | 2,214.49 | 2,555.18 | 3,066.22 |
| Willingale | 247.1 | 4,500 | 18.21 | 971.24 | 1,133.11 | 1,294.99 | 1,456.86 | 1,780.61 | 2,104.35 | 2,428.10 | 2,913.72 |

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PART C : CHANGES IN BAND D CHARGES

ANNEX 7

| Authorities | Council Tax Requirement | | Council Tax Band D | | Increase |
|--------------------------------------|-------------------------|--------------|--------------------|--------------|----------|
| | 2011/12 £ | 2012/13 £ | 2011/12 £ | 2012/13 £ | % |
| Essex County Council | 59,346,548 | 59,663,444 | 1,086.75 | 1,086.75 | 0.00 |
| Essex Police Authority | 7,214,968 | 7,505,488 | 132.12 | 136.71 | 3.47 |
| Essex Fire Authority | 3,627,143 | 3,646,511 | 66.42 | 66.42 | 0.00 |
| District Expenses | 8,124,211 | 8,167,592 | 148.77 | 148.77 | 0.00 |
| Abbess, Berners and Beauchamp Roding | 5,000 | 5,000 | 25.04 | 23.49 | -6.19 |
| Buckhurst Hill | 367,142 | 367,800 | 69.25 | 69.25 | 0.00 |
| Chigwell | 217,958 | 223,918 | 36.43 | 37.34 | 2.50 |
| Epping Town | 428,500 | 434,200 | 83.84 | 83.84 | 0.00 |
| Epping Upland | 11,500 | 11,876 | 27.72 | 28.54 | 2.96 |
| Fyfield | 10,423 | 10,423 | 25.40 | 24.75 | -2.56 |
| High Ongar | 13,500 | 13,500 | 23.48 | 23.44 | -0.17 |
| Lambourne | 29,860 | 29,860 | 31.88 | 32.07 | 0.60 |
| Loughton Town | 641,200 | 643,200 | 49.18 | 49.18 | 0.00 |
| Matching | 10,500 | 14,035 | 31.45 | 31.44 | -0.03 |
| Moreton, Bobbingworth and the Lavers | 13,285 | 12,300 | 19.86 | 21.49 | 8.21 |
| Nazeing | 72,476 | 72,494 | 34.38 | 34.38 | 0.00 |
| North Weald Bassett | 132,205 | 138,815 | 51.46 | 52.45 | 1.92 |
| Ongar Town | 193,481 | 230,469 | 69.90 | 82.83 | 18.50 |
| Roydon | 28,821 | 29,109 | 21.73 | 22.01 | 1.29 |
| Sheering | 31,660 | 30,810 | 23.15 | 22.62 | -2.29 |
| Stanford Rivers | 11,700 | 11,700 | 32.06 | 32.59 | 1.65 |
| Stapleford Abbots | 6,638 | 6,629 | 12.95 | 12.79 | -1.24 |
| Stapleford Tawney | 1,379 | 1,461 | 19.07 | 19.58 | 2.67 |
| Theydon Bois | 103,280 | 103,280 | 52.17 | 51.14 | -1.97 |
| Theydon Garnon | 970 | 1,000 | 14.59 | 14.84 | 1.71 |
| Theydon Mount | 1,507 | 1,507 | 13.90 | 13.46 | -3.17 |
| Waltham Abbey Town | 769,363 | 768,901 | 94.46 | 94.46 | 0.00 |
| Willingale | 4,500 | 4,500 | 18.20 | 18.21 | 0.05 |

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Medium Term Financial Strategy

Introduction

1. For a number of years as part of the Council's sound financial planning arrangements a four-year financial strategy has been prepared. This document allows a considered view to be taken of spending and resources. Without a medium term financial strategy finances would be managed on an annual basis leading to sudden expansions and contractions in services. Clearly such volatility would lead to waste and be confusing for stakeholders.
2. Managing this Council's finances has been made easier by isolating one off fluctuations (District Development Fund or DDF) from the ongoing core services (Continuing Service Budgets or CSB). This distinction highlights the differing effects in the medium term of approving different types of initiative.
3. A key part of the strategy is future rises in Council Tax and the Council has a stated ambition to not only remain a low tax authority but to ultimately have the lowest Band D charge in Essex. This ambition is unlikely to be realised until 2013/14, as it is anticipated that most Councils will freeze their charges for 2012/13. The Council currently has the second lowest charge and the gap to the lowest Band D charge in Essex is only £1.35.
4. At its 26 September 2011 meeting the Finance and Performance Management Cabinet Committee decided that communication of the revised medium term financial strategy to staff, partners and other stakeholders be undertaken by way of publishing key bullet points in appropriate publications.

Previous Medium Term Financial Strategy

5. That meeting of the Finance and Performance Management Cabinet Committee considered the annual Financial Issues Paper and an updated medium term financial strategy. At that time Members attention was drawn to a number of areas of significant uncertainty. Key amongst those were the structural reforms to the financing of local authorities through the local retention of NNDR and the Government's programme of welfare reform. The general state of domestic and world economies remains a concern and the possibility of a double dip recession is still with us. There were also questions over the New Homes Bonus, self-financing for the HRA and the capitalisation of pension deficit payments.
6. Against this background of risk and uncertainty a forecast was constructed that set a target of £14.88m for CSB expenditure for 2012/13 and maintained the requirement for annual CSB savings over the forecast period. At this time deficit budgets were anticipated for each year of the forecast, although these were reducing at the end of the forecast.
7. At that time the predicted General Fund balance at 1 April 2016 of £7.1m represented over 47% of the anticipated Net Budget Requirement (NBR) for 2015/16 and was therefore somewhat higher than the guideline of 25%. It was also predicted at that time that there would be £888,000 left in the DDF at 1 April 2016.

Updated Medium Term Financial Strategy

8. In the period since the Financial Issues Paper the Government has responded to the consultations on localising Council Tax Benefit and the local retention of business rates. These responses have made the direction of policy clearer but have been little help in terms of hard numbers for inclusion over the medium term. In constructing the forecast it has been necessary to make certain assumptions, these are set out below:
 - a) CSB Growth – the net savings required for 2012/13 have been found, but budgets will be re-visited during the course of 2012/13 to seek further reductions. In common with the earlier version of the strategy, target CSB savings are included for the period 2013/14 to 2014/15. The extension of the waste contract, removal of under spent budgets and the ending of financial support for Police Community Support Officers have helped achieve the savings required for 2012/13. However, annual net savings targets of £0.45m for 2013/14 and 2014/15 are likely to prove challenging.
 - b) DDF – all of the known items for the four-year period have been included and at the end of the period a balance of £1.31m is still available. This is an improvement on the position in the current year's budget, where the MTFS adopted in February 2011 showed a closing balance at the end of the period of £216,000.
 - c) Grant Funding – beyond 2012/13 it has been assumed that there will be a 10% reduction in grant over the remaining two years of the CSR period. This exceeds the headline figures provided in October 2010 to make allowance for the poorer than expected recovery since then and the effects of the Government's re-working of the grant allocation model.
 - d) Inter-related Funding – because of the changes in funding structures beyond 2012/13 and the top slicing of New Homes Bonus funding from the NNDR pool, only NHB income relating to the first two years of the scheme has been built into the model.
 - e) Council Tax Increase – Members have confirmed they wish to freeze the charge for 2012/13. Increases of 2.5% have been allowed for subsequent years. These assumptions have been built into the strategy.
9. This revised medium term financial strategy has deficits in the final three years of the period, although these are reducing and the use of reserves in 2015/16 is £311,000 lower than in 2014/15. The predicted revenue balance at the end of the period is £7.624m, which represents 51% of the NBR for 2015/16 and thus comfortably exceeds the target of 25%.
10. It is worth repeating that savings are still necessary in the next two years of the strategy and in approving the medium term financial strategy Members are asked to note these targets. The strategy will be monitored during the year and updated for the September 2012 meeting of the Finance and Performance Management Cabinet Committee.

GENERAL FUND MEDIUM TERM FINANCIAL STRATEGY 2011/12 - 2015/16

| ORIGINAL 2011/12 | REVISED | | | | |
|---|---------------------|---------------------|---------------------|---------------------|---------------------|
| | FORECAST 2011/12 | FORECAST 2012/13 | FORECAST 2013/14 | FORECAST 2014/15 | FORECAST 2015/16 |
| £'000 NET REVENUE EXPENDITURE | £'000 | £'000 | £'000 | £'000 | £'000 |
| 17,090 Continuing Services Budget | 17,393 | 15,968 | 15,612 | 15,390 | 14,908 |
| -1,408 CSB - Growth Items | -1,750 | -1,233 | 77 | 109 | 45 |
| 0 Net saving | 0 | 0 | -450 | -450 | 0 |
| <hr/> | <hr/> | <hr/> | <hr/> | <hr/> | <hr/> |
| 15,682 Total C.S.B | 15,643 | 14,735 | 15,239 | 15,049 | 14,953 |
| 1,104 One - off Expenditure | 350 | 1,117 | 378 | 108 | 7 |
| <hr/> | <hr/> | <hr/> | <hr/> | <hr/> | <hr/> |
| 16,786 Total Net Operating Expenditure | 15,993 | 15,852 | 15,617 | 15,157 | 14,960 |
| -1,104 Contribution to/from (-) DDF Balances | -350 | -1,117 | -378 | -108 | -7 |
| -171 Contribution to/from (-) Balances | 69 | 13 | -411 | -464 | -153 |
| <hr/> | <hr/> | <hr/> | <hr/> | <hr/> | <hr/> |
| 15,511 Net Budget Requirement | 15,712 | 14,748 | 14,828 | 14,585 | 14,800 |
| <hr/> <hr/> | <hr/> <hr/> | <hr/> <hr/> | <hr/> <hr/> | <hr/> <hr/> | <hr/> <hr/> |
| FINANCING | | | | | |
| 7,387 Government Support (NNDP+RSG) | 7,590 | 6,656 | 6,456 | 6,004 | 6,004 |
| 8,124 District Precept | 8,124 | 8,168 | 8,372 | 8,581 | 8,796 |
| 0 Collection Fund Adjustment | -2 | -76 | 0 | 0 | 0 |
| <hr/> | <hr/> | <hr/> | <hr/> | <hr/> | <hr/> |
| To be met from Government 15,511 Grants and Local Tax Payers | 15,712 | 14,748 | 14,828 | 14,585 | 14,800 |
| <hr/> <hr/> | <hr/> <hr/> | <hr/> <hr/> | <hr/> <hr/> | <hr/> <hr/> | <hr/> <hr/> |
| Band D Council Tax | 148.77 | 148.77 | 152.49 | 156.30 | 160.21 |
| Percentage Increase % | | 0.0 | 2.5 | 2.5 | 2.5 |

GENERAL FUND MEDIUM TERM FINANCIAL STRATEGY 2011/12 - 2015/16

| | REVISED FORECAST 2011/12 | FORECAST 2012/13 | FORECAST 2013/14 | FORECAST 2014/15 | FORECAST 2015/16 |
|--|--------------------------------|---------------------|---------------------|---------------------|---------------------|
| REVENUE BALANCES | £'000 | £'000 | £'000 | £'000 | £'000 |
| Balance B/forward | 8,570 | 8,639 | 8,652 | 8,241 | 7,777 |
| Surplus/Deficit(-) for year | 69 | 13 | -411 | -464 | -153 |
| Balance C/Forward | 8,639 | 8,652 | 8,241 | 7,777 | 7,624 |
| DISTRICT DEVELOPMENT FUND | | | | | |
| Balance B/forward | 3,269 | 2,919 | 1,802 | 1,424 | 1,316 |
| Transfer Out | -350 | -1,117 | -378 | -108 | -7 |
| Balance C/Forward | 2,919 | 1,802 | 1,424 | 1,316 | 1,309 |
| CAPITAL FUND (inc Cap Receipts) | | | | | |
| Balance B/forward | 18,694 | 14,612 | 9,876 | 9,220 | 8,635 |
| New Usable Receipts | 155 | 174 | 234 | 294 | 294 |
| Use of Capital Receipts | -4,237 | -4,910 | -890 | -879 | -773 |
| Balance C/Forward | 14,612 | 9,876 | 9,220 | 8,635 | 8,156 |
| TOTAL BALANCES | 26,170 | 20,330 | 18,885 | 17,728 | 17,089 |

The Chief Financial Officer's report to the Council on the robustness of the estimates for the purposes of the Council's 2012/13 budgets and the adequacy of the reserves.

Introduction

1. The Local Government Act 2003 section 25 introduced a specific personal duty on the "Chief Financial Officer" (CFO) to report to the Authority on the robustness of the estimates for the purposes of the budget and the adequacy of reserves. The Act requires Members to have regard to the report when determining the Council's budget requirement for 2012/13. If this advice is not accepted, the reasons must be formally recorded within the minutes of the Council meeting. Council will consider the recommendations of Cabinet on the budget for 2012/13 and determine the planned level of the Council's balances.
2. Sections 32 and 43 of the Local Government Finance Act 1992 also require billing and precepting authorities to have regard to the level of reserves needed for meeting estimated future expenditure when calculating the net budget requirement.
3. There are a range of safeguards, which exist to ensure local authorities do not over-commit themselves financially. These include:
 - The CFO's s.114 powers, which require a report to the Cabinet and to all members of the local authority if there is or is likely to be unlawful expenditure or an unbalanced budget
 - The Prudential Code, which applied to capital financing from 2004/05.

The Robustness of the Recommended Budget

4. A number of reports to the Cabinet in recent years have highlighted the difficulties inherent in setting budgets, not least because of significant changes in the level and complexity of Government funding and continuing pressure to protect and develop services. At the same time major changes have been introduced to the way the Council is structured and managed and the way services like waste and leisure are delivered. These changes and the "Credit Crunch" are still ongoing and represent significant risks to the Council's ability to assess properly all the financial pressures it faces.
5. However the Council's budget process, developed over a number of years, has many features that promote an assurance in its reliability:
 - The rolling four year forecast provides a yardstick against which annual budgets can be measured
 - The early commencement of the budget process and the clear annual timetable for both Members and officers including full integration with the business planning process promotes considered and reasoned decision making
 - The establishment of budget parameters in the summer is designed to create a clear focus before the budget process commences

- The analysis of the budget between the continuing services and one off District Development Fund items smoothes out peaks and troughs and enables CSB trends to be monitored
 - The adoption of a prudent view on the recognition of revenue income and capital receipts
 - The annual bid process whereby new or increased budgets should be reported to Cabinet before inclusion in the draft budget
 - Clear and reasoned assumptions made about unknowns, uncertainties or anticipated changes
6. Changes to the process have also created the facility for far greater consultation, particularly with the development of the Overview and Scrutiny Panel which deals with finance and performance management issues. With a Cabinet system the onus is on Portfolio Holders to work closely with Directors to deliver acceptable and accurate budgets. This role has been taken seriously and has helped enhance the detailed knowledge of the Cabinet.
7. The budget is therefore based on strong and well-developed procedures and an integrated and systematic approach to the preparation of soundly based capital and revenue plans and accurate income and expenditure estimates. The risks or uncertainties inherent in the budget have been identified and managed, as far as is practicable, and assumptions about their impact have been made.
8. **The conclusion is that the estimates as presented to the Council are sufficiently robust for the purposes of the Council's overall budget for 2012/13.**

Factors to be taken into account when undertaking a Risk Assessment into the overall Level of Reserves and Balances

9. Guidance from the Chartered Institute of Public Finance and Accountancy (CIPFA) states that the following factors should be taken into account when the CFO considers the overall level of reserves and balances:
- Assumptions regarding inflation;
 - Estimates of the level and timing of capital receipts;
 - Treatment of demand led pressures;
 - Treatment of savings;
 - Risks inherent in any new partnerships etc;
 - Financial standing of the authority i.e. level of borrowing, debt outstanding etc;
 - The authority's track record in budget management;
 - The authority's capacity to manage in-year budget pressures;
 - The authority's virements and year-end procedures in relation to under and overspends;
 - The adequacy of insurance arrangements.
10. These issues have formed the basis for budget reports in the past and they remain relevant for the current budget.

Factor Assessment

a. Inflationary pressures

11. Every year base budget estimates are produced and then different inflation factors are applied to the resultant figures to take budgets to out-turn prices. It is inevitable that there will be either over or under provision for the full cost of inflation, as prices will vary against the estimates made. Efforts have been made to predict the level of inflation in the coming year, although the difficulty in making these predictions is highlighted by inflation remaining stubbornly high and above the target for, and predictions of, the Monetary Policy Committee. Inflation, as measured by the annual rate of increase in the Retail Prices Index, reduced from 5.2% for November to 4.8% for December. Over this period the Consumer Prices Index (CPI) fell from 4.8% to 4.2% and so is still double the Government target of 2%. However, whilst recovery in the overall economy remains weak the Monetary Policy Committee are likely to continue their cautious stance and not strongly intervene with increases in interest rates to reduce inflation.
12. Inflation, as measured by CPI, has been 4% or more for over a year now and has contributed to pressure for a pay award. Pay rates have been frozen since 2010/11 and the Government has stressed the need for restraint in public sector pay over the length of the Comprehensive Spending Review. The Medium Term Financial Strategy (MTFS) includes an allowance of 1% for pay awards for 2013/14 and 2014/15, in line with the Government's policy. In the budgets the centrally held vacancy allowance has been maintained at 2.5%. This reflects the ongoing underspends, with total salaries at December 2011 being 4.5% underspent. It is unlikely that the Authority will have a full establishment throughout 2012/13 and so this allowance is reasonable.

b. Estimates on the level and timing of capital receipts

13. The Council has always adopted a prudent view on the level and timing of capital receipts. Capital receipts are not recognised for budgetary purposes unless they have been received or their receipt is contractually confirmed prior to the budget being ratified. Currently, no significant disposals are anticipated in 2012/13.
14. The exception to this relates to receipts from council house sales. In this instance because sales occur throughout the year assumptions are made about their generation. Although sales have fallen dramatically from previous years and the pattern of less than 10 sales per annum is expected to continue. Clearly if the forecasts contained in this report are not realised in full, there could be a financial impact on the General Fund because investment income to that account has been based on that level of sales. However, this is relatively unlikely given the low numbers involved.
15. Even with the Authority's substantial capital programme, which exceeds £78m over five years, it is anticipated that the balance of usable capital receipts at 31 March 2016 will be £8.1m. The Capital Strategy continues to emphasise that priority will be given to capital schemes that will create future revenue benefit, either through increased income or reduced costs.

c. Treatment of demand led pressures and savings

16. Demand led pressures on the benefits and homelessness services may well increase as the Welfare Reforms begin to impact. Locally the stagnation in the housing market seems to be improving, with some increases in key income streams like planning and building control fees and land charges. The move away from prescribed planning fees, with Council's being able to seek full recovery of their costs, has not yet happened. However, the Council remains hopeful that this measure will be introduced in 2012/13 as the additional freedom in setting charges would be welcomed.
17. Savings have been achieved for the 2011/12 and 2012/13 budgets by focusing on areas that have historically underspent. There has been some history in recent years of the budget as a whole being underspent and an exercise was undertaken to limit budgets going forward to the average amount spent in the previous three years. This removed over £500,000 from the CSB over the two years. The other key saving has been on the waste management contract which has been extended following negotiations that generated annual savings of £850,000. A number of other smaller savings have also been identified and together these provide a sound base for the 2012/13 budget. However, there is still a need for further savings in 2013/14 and 2014/15 and work is ongoing on a number of ideas to reduce net costs.

d. Risks inherent in partnership arrangements etc

18. There are several partnership arrangements, some of which carry risks of varying degrees in monetary terms. The risks have not been specifically identified in the budget but are underwritten through the Authority's balances.

e. Financial standing of the authority (i.e. level of borrowing, debt outstanding etc)

19. The Authority is currently debt free, although with self-financing for the Housing Revenue Account (HRA) this will change before the year end. This is not a significant concern as the 30 year business plan for the HRA has demonstrated that the Authority will be considerably better off in the long term. Revenue reserves for both the General Fund and the HRA are in a healthy state.
20. The largest threat to the Authority's financial standing is the replacing of the block grant system with a new model under which authorities are financed through locally retained business rates. This system will come in from 2013/14 and no figures have yet been provided by the Government. There are two concerns as the funding could drop initially under the new system, and going forward the authority could see reductions in funding if the level of business rates collected in the district reduces. There is a potential upside as if the amount of business rates increases the authority should be able to retain 80% of that growth.
21. There is also significant concern about the localisation of Council Tax Benefit (CTB) from 2013/14. The Authority will receive a fixed grant of 90% of current expenditure and will have to choose between passing this cut on to those currently in receipt of CTB or supplementing the scheme with its own resources. The monetary shortfall will exceed £1 million and this will increase if the number of claimants increases. The MTFS has been based on the assumption that the Authority will not top up the Government funding.

f. The authority's track record in budget management, including its ability to manage in-year budget pressures

22. The Authority has a proven track record in financial management as borne out by the Annual Audit Letters from the Authority's external auditors. A comparison of actual net expenditure with estimates over a number of year's shows that the Council rarely experiences over spends of any significance.
23. Most managers have received training on budget management. A course involving an external trainer, the CFO and the Chief Internal Auditor has now been supplemented with additional detailed training on a directorate basis being provided by accountancy staff.
24. The quarterly budget monitoring reports on key budgets to both the Finance and Performance Management Cabinet Committee and Scrutiny Panel will continue throughout 2012/13. The production of these reports during the year is essential in identifying emerging problems at the earliest opportunity. This allows maximum benefit to be accrued from any corrective action taken.

g. The authority's virement and year-end procedures in relation to under and overspends

25. The Authority has recognised and embedded virement procedures that allow funds to be moved to areas of pressure. Although underspends and overspends are not automatically carried forward, the Authority does have an approved carry forward scheme for capital and DDF which is actioned through the formal provisional outturn report to the Finance & Performance Management Cabinet Committee in the summer of each year.

h. The adequacy of insurance arrangements

26. The Authority is now part way through a three year contract, which commenced in June 2010. This contract was entered into following a collaborative procurement exercise with twelve other authorities and has an option to extend for an additional two years. The Authority still maintains an insurance fund, which as at 31 March 2011 had a balance of £424,000.

i. Pension liabilities

27. The latest triennial valuation as at 31 March 2010 showed a reduction in the funding level of the scheme to 71% (the value of the scheme's assets only cover 71% of the liabilities). However, the actuaries have been able to keep the deficit payments at a similar level for three years by increasing the deficit recovery period from 20 to 27 years. Ongoing contributions have benefitted from a slight reduction from 13.1% to 13%.
28. Annual applications have been made to Department for Communities and Local Government (DCLG) for capitalisation directions, as separate directions are required for the Housing Revenue Account and the General Fund. It has been increasingly difficult to obtain capitalisation directions and for 2011/12 the qualifying criteria were doubled. Even though the applications for 2011/12 met the tougher criteria they were still rejected by DCLG. In view of this the full amounts of the deficit payments have been included in the CSB. This means these commitments are now funded but still allows applications to be made, subject to any further tightening of the criteria.

Statement on the adequacy of the reserves and balances

29. The Use of Resources assessment previously conducted by the external auditors moved on from the formulaic approach of CPA to achieve the 'good' ranking for reserves. The old formula had suggested that the Council should maintain a General Fund balance of at least £0.89m but no more than £17.86m. The Council's current best estimate of the General Fund balance at 31 March 2013 is £8.65m as shown in the Annex 8 b. This is clearly within the range specified but as a benchmark is not particularly useful. Therefore a risk assessment related to the Authority's individual circumstances is provided as a more meaningful benchmark against which the adequacy of the balances can be determined.
30. The following table lists those developments and cost pressures within the four-year forecast that offer the greatest risk to financial stability.

| Item of risk | Estimated level of financial risk £000 | Level of risk % | Adjusted level of risk £000 |
|---|---|--------------------|--------------------------------|
| Basic 5% of Net Operating Expenditure | | | 800 |
| Grant reduction being 20% instead of 10% over last 2 years of CSR | 650 | 50 | 325 |
| Pay award being settled 1% in excess of estimate for 12/13 and future years | 800 | 20 | 160 |
| Inflationary pressures between 1-4% higher than budget | 600 | 20 | 120 |
| Loss of North Weald Market Income | 4,000 | 20 | 800 |
| General Income between 1-4% less than budget | 600 | 10 | 60 |
| Unintended consequences of HRA reform impacting on General Fund | 2,000 | 20 | 400 |
| Localisation of Council Tax Benefit shortfall funded from 13/14 to 15/16 | 3,500 | 40 | 1,400 |
| Renegotiating External contracts and partnership arrangements | 1,000 | 10 | 100 |
| Emergency Contingency | 800 | 20 | 160 |
| New Homes Bonus, income over MTFs greater than anticipated | (1,200) | 30 | (400) |
| Total | 12,750 | | 3,925 |

31. The income generated from the market at North Weald airfield is significant to the ongoing financial well being of the Authority. Uncertainties surrounding the future of the airfield create a risk to the Authority that needs to be recognised and quantified hence its inclusion in the list above.
32. A number of contracts have been granted to outside bodies for the provision of Council services. The failure of any of these contracts would inevitably lead to the Council incurring costs, which may not be reimbursed. Other than certain bond arrangements there is no specific provision made in the estimates for this type of expenditure, which therefore would have to be covered by revenue balances.

33. The presentation in this table is not a scientific approach, but a crude attempt to put a broad order of scale on the main financial risks potentially facing the Council. It is meant to be thought provoking rather than definitive. It is certainly not a complete list of all the financial risks the Council faces but it shows the potential scale of some of the risks and uncertainties and the impact they may have on the Council's balances if they were to come to fruition.
34. Based on the old CPA formula there is an expectation that an authority should carry a level of balance that equates to at least 5% of the net operating expenditure (NOE) of the Authority. During the period of the four-year plan NOE is expected to average out at £15.4m, which suggests a figure of £800,000.
35. The Council has always been conscious of its balances position as can be demonstrated by budget reports over many years. Fortunately for the Authority the question had not been whether it had a sufficient level of balance but rather that it had too much. Balances increased by £270,000 in 2010/11 to leave a balance of £8.6m at 31 March 2011.
36. A number of policies have been determined previously to bring about reductions and the current policy reflects that deficit budgets are necessary to support the structured reduction in spending. The current policy allows for balances to fall to no lower than 25% of Net Budget Requirement (NBR). This is slightly different from the NOE stated above, the average NBR figure for the next four years is expected to be £14.8m therefore 25% of that figure equates to £3.7m. The current four-year forecast shows balances still at £7.6m at the end of 2015/16.
37. The risk assessment undertaken above suggests that 20-25% of NBR is about the range that this authority should be maintaining its balances within. By 31 March 2016 balances will represent 50% of NBR, which is perfectly adequate. However, Members are aware that this situation can only be achieved with CSB savings and have stated a clear target of reducing expenditure throughout the period of the medium term financial strategy.
38. It has already been stated that the capital fund is expected to remain in a surplus position beyond 2015/16 and the capital programme is fully funded.
39. The Council has a few earmarked reserves (e.g. DDF), which are intended to be used for specific purposes over a period of time of more than a single financial year. These earmarked reserves have been excluded from the assessment for this reason.
40. The HRA revenue balance of £5.9m at 31 March 2011 is expected to decrease, by £949,000 in 2011/12 and then by a further £299,000 in 2012/13. The balance on the Housing Repairs Fund is expected to reduce over the next year, from £4m to £3.5m. Similarly, the Housing Major Repairs Reserve is predicted to decrease from £6.6m to £5.9m. The 30 year business plan has demonstrated that under self-financing the overall financial standing of the HRA will improve significantly and its reserves going into 2012/13 remain healthy.
- 41. The conclusion is that the reserves of the Council are adequate to cope with the financial risks the Council faces in 2012/13 but that savings will be needed in subsequent years to bring the budget back into balance in the medium term.**

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