

**PLANNING AND ECONOMIC  
DEVELOPMENT PORTFOLIO  
ESTIMATES 2008/09**

# Planning & Economic Development

## Revenue Budget 2008/09

### Introduction

The Planning & Economic Development Portfolio is responsible for the following services:

- Economic Development & Tourism
- Bus Shelters
- Countrycare
- Conservation Policy
- Forward Planning
- Planning Appeals
- Development Control
- Building Control
- Town Centre Enhancements
- Support & Trading Services

Further detail of the services and the related CSB growth and DDF items are shown on the appropriate budget page.

### Capital Charges

Accounting standards require that local authority fixed assets are accounted for on a consistent basis whereby proper provision for depreciation is made within service revenue accounts to reflect the cost of fixed assets used in the provision of services. The depreciation charge is based on the valuation of each asset, which is updated as necessary, or the historic cost of the asset as appropriate and the period over which each asset is depreciated is based on the useful life of the asset. Impairment charges would also be chargeable in the event of an asset suffering damage and/or the loss of economic benefits (eg storm damage). No impairment charges, however, are anticipated within the budgets. To ensure that capital charges do not impact on the level of Council Tax, these charges are reversed out in the Revenue Expenditure, Income and Financing Summary after the net operating expenditure is calculated.

### Compliance with CIPFA Standards

The budget has been prepared in accordance with the latest CIPFA guidance, in particular the Best Value Accounting Code of Practice 2007. The code of practice has the status of statutory "proper practice". It is also expected that members of CIPFA will comply with all the requirements of the Code as it defines best professional practice in terms of financial reporting. The only divergence from the code in these budget papers occurs where the portfolio service groupings differ from those required by the Code of Practice. The portfolio groupings are given precedence in these papers.

### Budget format

The format of the attached budget papers is the same as that adopted last year. The summary page is split into three groups: Direct Services, Regulatory Services and Support & Trading Services. Not all portfolios will have all three types of service grouping.

**Direct Services** – these are self-explanatory and reflect the headline services provided by the portfolio.

**Regulatory Services** – The Cabinet has no part to play in the exercise of regulatory functions such as planning and licensing. However the Cabinet is responsible for the totality of the Council's budget. The costs of the regulatory functions therefore have been included in the appropriate portfolio budgets.

**Support and Trading Services** - Responsibility for support services and trading type arrangements has been split across a number of portfolios. In order to be transparent about the costs associated with these areas, they have been included in the relevant portfolios. However the net cost of these services is recharged to the direct and regulatory functions, either within the same portfolio or across a number of portfolios. Therefore to avoid double counting the costs are reversed out so as to arrive back at the true net cost of the portfolio.

The summary page then includes the traditional re-analysis of the budget in terms of its' opening Continuing Services Budget, CSB growth and savings, and District Development Fund expenditure and savings.

## Planning and Economic Development

### General Fund Estimate Summary

2006/07 Actual £000	2007/08 Original Estimate £000	2007/08 Revised Estimate £000		Gross Expend £000	2008/09 Gross Income £000	Net Expend £000
<b>Direct Services</b>						
83	101	135	Economic Development	117	0	117
19	20	21	Bus Shelters	23	0	23
187	200	206	Countrycare	248	21	227
199	224	180	Conservation Policy	209	0	209
454	627	477	Forward Planning	761	73	688
85	113	144	Town Centre Enhancements	135	4	131
<b>1,027</b>	<b>1,285</b>	<b>1,163</b>	<b>Total Direct Services</b>	<b>1,493</b>	<b>98</b>	<b>1,395</b>
<b>Regulatory Services</b>						
260	253	232	Planning Appeals	243	3	240
520	613	573	Development Control Enforcement	523	2	521
506	412	596	Development Control	1,152	669	483
0	0	0	Building Control Fee Earning	674	674	0
155	162	169	Building Control Non Fee Earning	176	0	176
<b>1,441</b>	<b>1,440</b>	<b>1,570</b>	<b>Total Regulatory Services</b>	<b>2,768</b>	<b>1,348</b>	<b>1,420</b>
<b>2,468</b>	<b>2,725</b>	<b>2,733</b>	<b>Total (Transferred to GF Summary)</b>	<b>4,261</b>	<b>1,446</b>	<b>2,815</b>
<b>Support and Trading Services</b>						
527	511	632	Planning Administration	632	72	560
(496)	(481)	(595)	Recharged to this Portfolio	(595)	(68)	(527)
(31)	(29)	(36)	Recharged to other Portfolios	(37)	(4)	(33)
<b>(0)</b>	<b>(0)</b>	<b>(0)</b>	<b>Total</b>	<b>(0)</b>	<b>0</b>	<b>(0)</b>
<b>2,468</b>	<b>2,725</b>	<b>2,733</b>	<b>Portfolio Total</b>	<b>4,261</b>	<b>1,446</b>	<b>2,815</b>
2,310	2,371	2,326	Continuing Services Budget			2,460
19	14	105	Continuing Services Budget - Growth			20
(19)	(9)	(100)	Continuing Services Budget - Savings			(27)
<b>2,310</b>	<b>2,376</b>	<b>2,331</b>	<b>Total Continuing Services Budget</b>			<b>2,453</b>
286	364	490	District Development Fund - Expenditure			562
(128)	(15)	(88)	District Development Fund - Savings			(200)
<b>158</b>	<b>349</b>	<b>402</b>	<b>Total District Development Fund</b>			<b>362</b>
<b>2,468</b>	<b>2,725</b>	<b>2,733</b>	<b>Portfolio Total</b>			<b>2,815</b>



## Planning and Economic Development

### Development Fund & Growth Items

		Original 2007/08 £000's	Revised 2007/08 £000's	Original 2008/09 £000's
<b>CSB Growth Items</b>				
Building Control	Additional Income	(9)	(70)	
Building Control	Building Control Ring Fence Account	9	70	
Building Control	Additional Consultancy		25	
Building Control	Building Control Ring Fence Account		(25)	
Building Control	Training Expenses		(10)	
Building Control	Building Control Ring Fence Account		10	
Development Control	Contaminated Land Consultants Fees		20	20
Development Control	Income from Pre-application discussions		(20)	(20)
Forward Planning	Strategic Environmental Assessment			(7)
Tourism Promotion	End of Section 106	5	5	
		<b>5</b>	<b>5</b>	<b>(7)</b>

		Original 2007/08 £000's	Revised 2007/08 £000's	Original 2008/09 £000's
<b>Development Fund Items</b>				
Countrycare	Veteran Tree Project		40	
Countrycare	Veteran Tree Project		(40)	
Development Control	Compensation Waste Transfer Station		46	
Development Control	Reduced Income		40	
Economic Development	Developing Business Networks			5
Economic Development	Enhanced Business Contacts		4	
Enforcement	Paynes Lane Traveller Incursion	122	85	
Forward Planning	High Hedges Legislation - Staffing	18	17	4
Forward Planning	Local Development Framework	160	40	288
Forward Planning	Technical Planning Officer Tree Preservation			14
Planning Services	Planning Delivery Grant 1	15	17	
Planning Services	Planning Delivery Grant 2	24	20	27
Planning Services	Planning Delivery Grant 2			
Planning Services	Planning Delivery Grant 3	10	22	14
Planning Services	Planning Delivery Grant 3			
Planning Services	Planning Delivery Grant 4		49	38
Planning Services	Planning Delivery Grant 4			(40)
Planning Services	Planning Delivery Grant 5	15	48	160
Planning Services	Planning Delivery Grant 5	(15)	(48)	(160)
Planning Services	Scanning		35	
Tourism	Tourism Summit		2	
Town Centre Enhancements	Waltham Abbey TCE		25	
Town Centre Enhancements	Town Centre Support			12
		<b>349</b>	<b>402</b>	<b>362</b>

**Planning Delivery Grant Income is allocated to the year when it is originally intended to be spent in order to match the income to the expenditure. If the expenditure is delayed or rephased the income relating to the delayed expenditure is credited to the DDF at the end of the year concerned. When the expenditure is actually incurred it can then be funded from the DDF like any other DDF item.**

## **Planning and Economic Development**

### **Direct Services**

#### **Economic Development**

The variance between the original and revised estimates for 2007/08 relates to £6,000 DDF budget being carried forward from the previous financial year and an increase in salary costs for the year. The budget for 2008/09 no longer includes funding for the Town Centre Managers post.

There has been no significant movement on the Tourism budget.

#### **Bus Shelters**

The increase in costs between the 2007/08 revised and original budgets relates to an increase in reallocated charges from the Parking Control Group. These costs will continue into 2008/09.

#### **Countrycare**

The increase in costs for the Countrycare budget for both 2007/08 and 2008/09 are due to the inclusion of a Countrycare trianee previously funded by HR. The budget for 2007/08 also includes £40,000 to be spent on a programme recording all the Ancient Trees in the District, which is funded entirely by a grant.

#### **Conservation Policy**

The variance between the original and revised estimates for 2007/08 relates to reduced salary costs as a result of vacant posts. Included in the 2007/08 original budget was an allocation of £10,000 of Planning Delivery Grant monies to fund handheld technology, which has been postponed to 2008/09. The 2008/09 budget assumes that any vacancies will be filled.

#### **Forward Planning**

Work to the Local Development Framework is dependant on the East of England plan being issued. This has been delayed until Spring 2008, as a result the majority of the existing DDF budget (£171,000) for this scheme has been carried forward to 2008/09. A further £117,000 is required for 2008/09, of which £70,000 will be funded from Planning Delivery Grant 5.

#### **Town Centre Enhancements**

This relates to depreciation charges as a result of the completion of various Town Centre Enhancement schemes. In addition Waltham Abbey has been awarded a single grant in 2007/08 of £25,000 for improvements to the town centre.

## Planning and Economic Development

### Direct Services

2006/07	2007/08			2008/09		
Actual	Original	Revised		Gross	Gross	Net
£000	Estimate	Estimate		Expend	Income	Expend
£000	£000	£000		£000	£000	£000
72	85	116	Economic Development - General	100	0	100
11	16	19	Economic Development - Tourism	17	0	17
<b>83</b>	<b>101</b>	<b>135</b>	<b>Total Economic Development</b>	<b>117</b>	<b>0</b>	<b>117</b>
19	20	21	Bus Shelters	23	0	23
187	200	206	Countrycare	248	21	227
199	224	180	Conservation Policy	209	0	209
454	627	477	Forward Planning	761	73	688
85	113	144	Town Centre Enhancements	135	4	131
<b>1,027</b>	<b>1,285</b>	<b>1,163</b>	<b>Total (Transferred to Summary)</b>	<b>1,493</b>	<b>98</b>	<b>1,395</b>
940	1,053	1,081	Continuing Services Budget			1,054
0	5	5	Continuing Services Budget - Growth			0
0	0	0	Continuing Services Budget - Savings			(7)
<b>940</b>	<b>1,058</b>	<b>1,086</b>	<b>Total Continuing Services Budget</b>			<b>1,047</b>
120	242	165	District Development Fund - Expenditure			458
(33)	(15)	(88)	District Development Fund - Savings			(110)
<b>87</b>	<b>227</b>	<b>77</b>	<b>Total District Development Fund</b>			<b>348</b>
<b>1,027</b>	<b>1,285</b>	<b>1,163</b>	<b>Portfolio Total</b>			<b>1,395</b>

## **Planning and Economic Development**

### **Regulatory Services**

#### **Planning Appeals**

The revised 2007/08 budget shows a slight decrease in recharges from legal services and an introduction of fee income from failed appeals.

#### **Enforcement**

The costs of the Paynes Lane traveller incursion were £37,000 lower than anticipated with the actual cost being £85,000, causing the variance between original and revised budgets for 2007/08. £15,000 DDF budget (from Planning Delivery Grant 2) has been carried forward from 2006/07 to 2008/09 for a regionally based traveller assessment.

#### **Development Control**

The change in the budget between original and revised for 2007/08 is due to £54,000 of DDF money being carried forward from 2006/07 to fund the final stages of implementation of the Northgate system and a current year DDF allocation for a compensation claim relating to the Waste Transfer Station of £46,000. There has been an increase in salary cost recharges for both the revised 2007/08 and original 2008/09 budgets. Due to a reduction in the number of planning applications there is a shortfall on projected fee income of £40,000, which is considered to be a short-term situation, income levels for 2008/09 should be above the original 2007/08 levels as fees and charges have been increased by £25,000 to reflect the anticipated government increase of 11%. This budget includes CSB growth of £20,000 in the current year and £40,000 in 2008/09 with corresponding fee income for Contaminated Land expenditure, which is to be funded by a new stream of fee income for pre application discussions on major schemes. The pre application charging has got off to a slow start from 1 October 2007.

#### **Building Control**

An increase in salary and consultancy costs for the revised 2007/08 budget is offset by an increase in income of £70,000. This trend is expected to continue into 2008/09 and is reflected in the CSB budget. The implementation costs of the Northgate system will not be continuing into 2008/09. The balance on the Building Control Ring Fenced account at 31 March 2007 was £15,015 after a charge of £41,675. Income in 2008/09 is expected to be £25,000 above original levels due to the government agreeing a fee increase.



## Planning and Economic Development

### Regulatory Services

<i>2006/07</i>	<i>2007/08</i>			<i>2008/09</i>		
<i>Actual</i>	<i>Original</i>	<i>Revised</i>		<i>Gross</i>	<i>Gross</i>	<i>Net</i>
<i>£000</i>	<i>Estimate</i>	<i>Estimate</i>		<i>Expend</i>	<i>Income</i>	<i>Expend</i>
<i>£000</i>	<i>£000</i>	<i>£000</i>		<i>£000</i>	<i>£000</i>	<i>£000</i>
260	253	232	Planning Appeals	243	3	240
520	613	573	Development Control Enforcement	523	2	521
506	412	596	Development Control	1,152	669	483
0	0	0	Building Control Fee Earning	674	674	0
155	162	169	Building Control Non Fee Earning	176	0	176
<b>1,441</b>	<b>1,440</b>	<b>1,570</b>	<b>Total (Transferred to Summary)</b>	<b>2,768</b>	<b>1,348</b>	<b>1,420</b>
1,381	1,318	1,255	Continuing Services Budget			1,420
19	9	100	Continuing Services Budget - Growth			20
(19)	(9)	(100)	Continuing Services Budget - Savings			(20)
<b>1,381</b>	<b>1,318</b>	<b>1,255</b>	<b>Total Continuing Services Budget</b>			<b>1,420</b>
155	122	315	District Development Fund - Expenditure			90
(95)	0	0	District Development Fund - Savings			(90)
<b>60</b>	<b>122</b>	<b>315</b>	<b>Total District Development Fund</b>			<b>0</b>
<b>1,441</b>	<b>1,440</b>	<b>1,570</b>	<b>Portfolio Total</b>			<b>1,420</b>

## **Planning and Economic Development**

### **Support & Trading Services**

#### **Planning Administration**

Salary costs and supplies and services have increased for the 2007/08 revised budget as a result of the expansion of the Data Cleanse Team. This work will continue into 2008/09. There has been a increase in support service recharges for HR, payroll and computer services between the two years.

## Planning and Economic Development

### Support & Trading Services

2006/07	2007/08			2008/09		
Actual £000	Original Estimate £000	Revised Estimate £000		Gross Expend £000	Gross Income £000	Net Expend £000
527	511	632	Planning Administration	632	72	560
<b>527</b>	<b>511</b>	<b>632</b>	<b>Total (Transferred to Summary)</b>	<b>632</b>	<b>72</b>	<b>560</b>
444	511	622	Continuing Services Budget			546
90	0	0	Continuing Services Budget - Growth			0
(18)	0	0	Continuing Services Budget - Savings			0
<b>516</b>	<b>511</b>	<b>622</b>	<b>Total Continuing Services Budget</b>			<b>546</b>
11	0	10	District Development Fund - Expenditure			14
0	0	0	District Development Fund - Savings			0
<b>11</b>	<b>0</b>	<b>10</b>	<b>Total District Development Fund</b>			<b>14</b>
<b>527</b>	<b>511</b>	<b>632</b>	<b>Portfolio Total</b>			<b>560</b>

**PLANNING & ECONOMIC  
DEVELOPMENT PORTFOLIO 2008/09  
SUBJECTIVE ANALYSIS**

BUDGET	Employee Expenses	Premises Related Expenses	Transport Related Expenses	Supplies and Services	Contracted Services	Support Services	Asset Rentals	Internally Recharged	Gross Revenue Expenditure	Internal Recharges	Summary Gross Direct Exp	Fees and Charges	Grants & Reimb Other	Net Revenue Expenditure
	£	£	£	£	£	£	£	£	£	£	£	£	£	£
<b>DIRECT SERVICES</b>														
Economic Development	47,860		1,920	25,540		25,100			100,420		100,420			100,420
Tourism				15,000		1,690			16,690		16,690			16,690
Bus Shelters	5,360		740	12,290		4,180			22,570		22,570	140		22,430
Countrycare	156,790	8,030	13,000	26,420		40,670	3,610		248,520		248,520		21,390	227,130
Countrycare Tree Project									0		0			0
Conservation Policy	103,070		4,150	58,510		43,540			209,270		209,270			209,270
Forward Planning	250,370		10,590	371,210		128,890			761,060		761,060	520	72,680	687,860
Town Centre Enhancements				12,000			123,050		135,050		135,050		3,690	131,360
									0		0			0
<b>REGULATORY SERVICES</b>														
Planning Appeals	110,120		4,390	40,690		88,120			243,320		243,320	3,120		240,200
Enforcement	263,760		10,530	30,710		218,080			523,080		523,080	2,080		521,000
Development Control	469,130		20,080	149,670		501,990	11,120		1,151,990		1,151,990	646,240	22,680	483,070
Building Control Fee Earning	349,140		18,950	62,760		239,730	2,220	1,470	674,270		674,270	674,270		0
Building Control Non Fee Earning	99,550		5,410	5,780		64,800			175,540		175,540			175,540
<b>TOTAL (Transferred to GF Summary)</b>	<b>1,855,150</b>	<b>8,030</b>	<b>89,760</b>	<b>810,580</b>	<b>0</b>	<b>1,356,790</b>	<b>140,000</b>	<b>1,470</b>	<b>4,261,780</b>	<b>0</b>	<b>4,261,780</b>	<b>1,326,370</b>	<b>120,440</b>	<b>2,814,970</b>
<b>SUPPORT SERVICES</b>														
Planning Administration	544,160		8,640	90,990		178,350		(750,060)	72,080	190,220	631,920	1,080	71,000	0
<b>TOTAL</b>	<b>544,160</b>	<b>0</b>	<b>8,640</b>	<b>90,990</b>	<b>0</b>	<b>178,350</b>	<b>0</b>	<b>(750,060)</b>	<b>72,080</b>	<b>190,220</b>	<b>631,920</b>	<b>1,080</b>	<b>71,000</b>	<b>0</b>
<b>PORTFOLIO TOTAL</b>	<b>2,399,310</b>	<b>8,030</b>	<b>98,400</b>	<b>901,570</b>	<b>0</b>	<b>1,535,140</b>	<b>140,000</b>	<b>(748,590)</b>	<b>4,333,860</b>	<b>190,220</b>	<b>4,893,700</b>	<b>1,327,450</b>	<b>191,440</b>	<b>2,814,970</b>