

**CORPORATE SUPPORT SERVICES
DIRECTORATE
ESTIMATES 2013/14**

Corporate Support Services

Revenue Budget 2013/14

Introduction

The Corporate Support Services Directorate is responsible for the services listed on the summary page, opposite.

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

Directorate Savings

Within each directorate, a saving line has been included within the Growth listing that has been achieved through the budget process. This saving is the result of identifying scope to reduce budgets, based on the averaging of the last three years actuals.

Depreciation

Where a service employs fixed assets in service delivery, depreciation on those assets is charged to the relevant service. This however does 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.

Pension costs

The budget shows the cost of the pension scheme relating to those employees currently in service. Although this cost has increased it is reversed out in the budget summary in the same way as Depreciation.

Revenue Expenditure funded from Capital under statute

Some expenditure incurred by the authority is of a capital nature but does not relate to fixed assets of the Authority. In this situation the expenditure is classified as revenue but can be funded from capital resources the funding side of the transaction like the depreciation reversals is shown in the Revenue Expenditure, Income and Financing Summary after the net operating expenditure is calculated.

Compliance with accounting guidance

The 2013/14 budget has been prepared in accordance with the latest guidance, in particular the Service Reporting Code of Practice for Local Authorities (SeRCOP). The code of practice replaced the Best Value Accounting Code of Practice and 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 Directorate service groupings differ from those required by the Code of Practice. The Directorate groupings are given precedence in these papers.

In order to increase the degree of consistency across all sectors of the economy when presenting financial information, central government has adopted International Financial Reporting Standards (IFRS). Local Authorities have adopted this for financial years beginning on 1 April 2010. IFRS is more concerned with the presentation of financial information in the Statutory Statement, but there is a minor impact on the budget figures.

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 Directorates will have all three types of service grouping.

Direct Services –These reflect the headline services provided by the directorate.

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 Directorate budgets.

Corporate Support Services

General Fund Estimate Summary

2011/12	2012/13			2013/14		
Actual	Original	Probable		Gross	Gross	Net
£000	Estimate	Outturn		Expend	Income	Expend
£000	£000	£000		£000	£000	£000
Direct Services						
(2,242)	(2,047)	(2,525)	Land & Property	700	3,018	(2,318)
425	491	559	Other Activities	931	432	499
(1,817)	(1,556)	(1,966)	Total Direct	1,631	3,450	(1,819)
Regulatory Services						
27	46	44	Licensing & Registrations	156	116	40
(33)	(24)	(66)	Hackney Carriage Licensing	121	185	(64)
(6)	22	(22)	Total Regulatory	277	301	(24)
(1,823)	(1,534)	(1,988)	Total (Transferred to GF Summary)	1,908	3,751	(1,843)
Support and Trading Services						
1,473	1,541	1,531	Legal & Administration Services	1,598	56	1,542
2,160	2,371	2,399	Accommodation Services	2,384	18	2,366
1,553	1,699	1,907	Other Support Services	2,017	19	1,998
(1,339)	(1,474)	(1,508)	Recharged to this Directorate	(1,560)	(24)	(1,536)
(3,847)	(4,137)	(4,329)	Recharged to other Directorates	(4,439)	(69)	(4,370)
0	0	0	Total	0	0	0
(1,823)	(1,534)	(1,988)	Directorate Total	1,908	3,751	(1,843)
(507)	(1,851)	(1,900)	Continuing Services Budget			(1,984)
159	90	111	Continuing Services Budget - Growth			13
(1,609)	(15)	(192)	Continuing Services Budget - Savings			(95)
(1,957)	(1,776)	(1,981)	Total Continuing Services Budget			(2,066)
235	255	360	District Development Fund - Expenditure			256
(101)	(13)	(367)	District Development Fund - Savings			(33)
134	242	(7)	Total District Development Fund			223
(1,823)	(1,534)	(1,988)	Directorate Total			(1,843)

Corporate Support Services

Development Fund & Growth Items

		Original 2012/13 £000's	Probable 2012/13 £000's	Original 2013/14 £000's
CSB Growth Items				
Local Land Charges	ECC Charge for highways LLC search		(6)	(9)
Industrial Estates- Brooker Rd	Increased Rental Income	(7)	(88)	(70)
Industrial Estates- Oakwood Hill	Increased Rental Income		(10)	
Industrial Estates - O Hill Workshops	Increased Rental Income	(5)	(5)	
Industrial Ests- Lang Road Seed Bed	Increased Rental Income		(6)	
Fleet Operations	MOTs - Reduced Income	40	60	
Civic Offices	Vending Maintenance		3	
Offices & Depots	Gas & Electricity	14	(5)	
Offices & Depots	NNDR Re-assessment	36	48	13
Offices Waltham Abbey	Area Office Rent			(12)
Offices Trapps Hill	Area Office Rent		(1)	(4)
Administration & Secretarial	Messenger -Member Despatch	(3)	(3)	
Administration & Secretarial	Copiers		(4)	
Directorate Savings	Review of salary budgets - savings		(24)	
Directorate Savings	General		(40)	
Total Corporate Support Services		75	(81)	(82)
		Original 2012/13 £000's	Probable 2012/13 £000's	Original 2013/14 £000's
Development Fund Items				
Estates & Valuation	Council Asset Rationalisation	205	146	91
Estates & Valuation	Council Asset Rationalisation HRA Contribution	(13)	(3)	(13)
Human Resources	Medical Expenses		(8)	
Local Land Charges	Increased Income		(20)	(20)
Local Land Charges	Removal of Personal Search charges(Claims) (LLC Amendment Rules 2010)		100	
Non HRA Building Maintenance	Planned Building Maintenance Programme	45	103	154
Greenyard Waltham Abbey	Reduced Rental Income	5	11	11
Industrial Estates- Brooker Rd	Increased Rental Income		(44)	
Industrial Estates- Brooker Rd	Back-Dated rent 2-9 Cartersfield Rd		(292)	
Total Corporate Support Services		242	(7)	223

Corporate Support Services

Land and Property

Industrial Estates

The budget comprises commercial property at Oakwood Hill, Brooker Road, North Weald, and Langston Road industrial estates.

Brooker Road

The original 2012/13 estimate includes additional CSB income of £7,000 which has been revised to £88,000 and £70,000 for the 2013/14 budget resulting from various re-lettings and a rent review that dates back over three years where a significant increase in rent has been achieved. A DDF item is included in the probable outturn for £44,000 relating to rent arrears for units that have now been re-let and for £292,000 for the arrears to 31 March 2012 relating to the rent review mentioned above.

Langston Road

This budget relates to land at Langston Road where the Council receives ground rent for properties which occupy land at Prospect Business Park and the Seedbed Centre. The Council has no direct control over the management of the 42 units which are let by EFI (Loughton) Ltd, with the Council receiving a ground rent of 15% of gross income collected.

A CSB item of £6,000 is included in the probable outturn for 2012/13 for additional income from the seedbed centre resulting from a reduction in voids, which are now running at less than 10%.

Oakwood Hill Industrial Estate

The Council receives ground rent for the land on which industrial units were originally erected by tenants on Oakwood Hill Industrial Estate.

The probable outturn for 2012/13 includes a CSB item of £10,000 for increased rental income.

Oakwood Hill Workshop Units

The Council receives rent and service charges for units at the Oakwood Hill Workshop unit complex which was originally constructed by this Council.

The original budget for 2012/13 includes a reduced sum for building maintenance and additional CSB rental income which has significantly boosted surpluses.

North Weald Industrial Site

The costs on this budget relate mainly to charges for Estates Management.

David Lloyd Centre

This budget relates to the Council's share of income from the David Lloyd Centre. The agreement entitles the Council to receive a basic rent and 1.5% commission on turnover. An increase in this income is expected.

Other Land and Property

This budget relates to general way-leaves receivable and the property at Greenyard, Waltham Abbey previously used as a doctor's surgery. A DDF item is included of £11,000 in the probable outturn, and the 2013/14 estimate for loss of rental income. A new lease is expected to be agreed from 1 January 2013 rent free for the first 18 months, and then 12 months at £10,000, and 18 months at £15,000.

Business Premises - Shops

This budget relates to Non Housing assets transferred from the Housing Revenue Account on 31 March 2011 comprising shops, public houses, and a petrol station.

Building maintenance costs are reduced in the probable outturn resulting in an increased net surplus.

Council Asset Rationalisation

DDF items are included in the 2012/13 original estimate of £205,000 less £13,000 recharged to the HRA. The probable outturn includes DDF items of £146,000 less £3,000 recharged to the HRA, and the estimate for 2013/14 includes DDF items of £91,000 less £13,000 recharged to the HRA. The costs relate to consultants fees and site surveys for various sites throughout the district. The estimates for 2012/13, and 2013/14 also include overhead recharges for the Estates Division of £74,000 and £77,000 respectively.

Corporate Support Services

Land and Property

2011/12	2012/13			2013/14		
<i>Actual</i> £000	<i>Original</i> <i>Estimate</i> £000	<i>Probable</i> <i>Outturn</i> £000		Gross Expend £000	Gross Income £000	Net Expend £000
(171)	(136)	(505)	Brooker Road	82	359	(277)
(133)	(124)	(131)	Langston Road	8	138	(130)
(388)	(377)	(394)	Oakwood Hill	12	405	(393)
(156)	(190)	(197)	Oakwood Hill Workshops	18	215	(197)
2	2	3	North Weald Industrial Estate	3	0	3
(846)	(825)	(1,224)	Total Industrial Estates	123	1,117	(994)
(110)	(109)	(118)	David Lloyd Centre	0	118	(118)
12	2	12	Other Land & Property	13	2	11
(1,443)	(1,378)	(1,414)	Business Premises	408	1,781	(1,373)
145	263	219	Council Asset Rationalisation	156	0	156
(1,396)	(1,222)	(1,301)	Total Land & Property	577	1,901	(1,324)
(2,242)	(2,047)	(2,525)	Total (Transferred to Summary)	700	3,018	(2,318)
(894)	(2,027)	(2,237)	Continuing Services Budget			(2,337)
32	0	0	Continuing Services Budget - Growth			0
(1,471)	(12)	(109)	Continuing Services Budget - Savings			(70)
(2,333)	(2,039)	(2,346)	Total Continuing Services Budget			(2,407)
115	5	157	District Development Fund - Expenditure			102
(24)	(13)	(336)	District Development Fund - Savings			(13)
91	(8)	(179)	Total District Development Fund			89
(2,242)	(2,047)	(2,525)	Directorate Total			(2,318)

Corporate Support Services

Other Activities

Emergency Planning

The budget relates to the cost of providing for emergency response services in the event of a local or national civil disaster, and emergency response in the event of war. The Civil Contingencies Act places a statutory responsibility on the Council to carry out risk based contingency planning and incident response.

The budget includes additional funding previously approved for the Council's statutory duties under the Civil Contingencies Act 2004. Joint arrangements are in place with Essex County Council in partnership with other authorities to provide a co-ordinated emergency planning service. The District contributes 50% of the costs of a joint Emergency Planning Officer, provided by the County Council.

Fleet Operations

The facility based at Langston Road Depot is responsible for maintaining, servicing and repairing the Council's fleet vehicles, carrying out taxi and private hire vehicle licensing inspections and is a registered vehicle testing station with the Vehicle and Operator services Agency.

The original estimate for 2012/13 included a CSB item of £40,000 for lost income from MOTs with this being revised up to £60,000 in the probable outturn. A local car dealership has stopped sending vehicles to Langston Road for MOTs causing this reduction in income. There have been some employee related and insurance savings to offset this loss. Efforts are being made to attract additional business with only limited success so far.

Local Land Charges

CSB growth had previously been included in this budget due to the significant loss of income arising from the down turn in the property market. Currently official land searches are ahead of budget and DDF items of £20,000 for additional income are included in both the probable outturn for 2012/13, and the estimate for 2013/14.

From April 2009 legislation changed the method by which search fees were levied. Regulations came into force directing that the fees charged for official searches (Local Authority and Private) should be based on actual cost recovery.

More recently the Government have accepted that the charges for personal searches are incompatible with the Environmental Information Regulations 2004 and should be discontinued. The official search currently levied at £100.00 remains unchanged.

A DDF item for £100,000 is included in the probable outturn 2012/13 for possible claims which could be made by Personal search companies, who are currently undertaking court proceedings in an attempt to reclaim the fees previously paid. The Local Government Association is co-ordinating action on behalf of many local authorities in defending this action. Ongoing income lost as a result of this is included in the government settlement figures.

National Assistance Act Burials

It is the duty of the Council to bury or cremate the body of any person who has died or been found dead in Epping Forest District area, where no other suitable arrangements for the disposal of the body have been made. Direct costs are recovered where possible from the estate of the deceased person, and the costs shown for this budget relate to support service charges for work undertaken by the Corporate Support Services Administration group.

Public Conveniences

This budget relates to the running costs of two permanent buildings at Bakers Lane Epping and High Street Chipping Ongar, and various Automatic Public Conveniences at various locations throughout the District. The increase in the budget relates to additional leasing and electricity charges.

Corporate Support Services

Other Activities

2011/12	2012/13			2013/14		
<i>Actual</i> £000	<i>Original</i> <i>Estimate</i> £000	<i>Probable</i> <i>Outturn</i> £000		Gross Expend £000	Gross Income £000	Net Expend £000
165	184	180	Emergency Planning	190	0	190
(58)	(32)	(11)	Fleet Operations	246	251	(5)
117	153	203	Local Land Charges	299	180	119
9	9	11	National Assistance Act Burials	11	0	11
192	177	176	Public Conveniences	185	1	184
425	491	559	Total (Transferred to Summary)	931	432	499
438	451	425	Continuing Services Budget			528
64	40	60	Continuing Services Budget - Growth			0
0	0	(6)	Continuing Services Budget - Savings			(9)
502	491	479	Total Continuing Services Budget			519
0	0	100	District Development Fund - Expenditure			0
(77)	0	(20)	District Development Fund - Savings			(20)
(77)	0	80	Total District Development Fund			(20)
425	491	559	Directorate Total			499

Corporate Support Services

Regulatory Services

Licensing Policy (Premises and Hackney Carriages)

The service for Hackney Carriages relates to the various aspects of regulatory licensing for public hire vehicles, and drivers, including taxi and hire cars (mini cabs). The Council has adopted powers to enable it to undertake this responsibility and as such there is now a statutory requirement. Fees are set by the Council, but Home Office guidance directs that the Council should not make a surplus.

The service for Licensing and Registration relates to a range of premises. Licensing applications (including renewal, variation, cancellation, transfer or imposition of conditions) are for public entertainment including music and dancing, sporting entertainment, theatres and cinemas, pet shops, animal breeding and boarding establishments, and riding establishments. Fees are set by the Council, but Home Office guidance suggests that they should be set at a level which covers the Councils costs of enforcement and administration. These responsibilities are statutory.

The Licensing Act 2003 governs the sale and supply of alcohol and control of public entertainment. Responsibility for licensing personnel and premises is the responsibility of District Councils who are the designated Licensing Authorities for the purposes of the Act.

The Gambling Act 2005 governs gambling by creating a single regulatory body, the Gambling Commission, and giving responsibility for licensing premises where gambling takes place to local authorities.

Licensing and Registration

The reduction in net expenditure relates to an increase in licencing income. Certain types of Licensing income are set by statute and no inflationary increases are applied. Others have now been set with a view to achieving cost recovery.

Hackney Carriages

The increased surplus in the budget relates to a reallocation of central overhead charges for the Licensing Group.

A complete re-assessment of administrative support was undertaken in 2010/11 in order to ensure that the overall level of service charges are correct, and that the structure of costs and charging reflects the statutory guidelines. Administrative support is reviewed annually as part of the budget process.

Corporate Support Services

Regulatory Services

2011/12	2012/13			2013/14		
<i>Actual</i>	<i>Original</i>	<i>Probable</i>		<i>Gross</i>	<i>Gross</i>	<i>Net</i>
<i>£000</i>	<i>Estimate</i>	<i>Outturn</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>
27	46	44	Licensing and Registration	156	116	40
(33)	(24)	(66)	Hackney Carriages Licensing	121	185	(64)
(6)	22	(22)	Total (Transferred to Summary)	277	301	(24)
(6)	22	(22)	Continuing Services Budget			(24)
0	0	0	Continuing Services Budget - Growth			0
0	0	0	Continuing Services Budget - Savings			0
(6)	22	(22)	Total Continuing Services Budget			(24)
0	0	0	District Development Fund - Expenditure			0
0	0	0	District Development Fund - Savings			0
0	0	0	Total District Development Fund			0
(6)	22	(22)	Directorate Total			(24)

Corporate Support Services

Legal and Administration Services

Corporate Support Policy Group

This is a support service group comprising the posts of Director and Assistant Directors of Corporate Support Services. There are no significant changes to the budget.

Legal Services

The small increases in this budget relate to inflation on salary costs.

Administrative and Secretarial

The small reductions in this budget relate to savings on stationery and copier costs.

Corporate Support Services

Legal and Administration Services

2011/12	2012/13			2013/14		
<i>Actual</i> £000	<i>Original</i> <i>Estimate</i> £000	<i>Probable</i> <i>Outturn</i> £000		Gross Expend £000	Gross Income £000	Net Expend £000
391	391	386	Corporate Support Policy	389	0	389
704	739	741	Legal Services	797	51	746
378	411	404	Administrative & Secretarial	412	5	407
1,473	1,541	1,531	Total (Transferred to Summary)	1,598	56	1,542
1,473	1,544	1,538	Continuing Services Budget			1,542
0	0	0	Continuing Services Budget - Growth			0
0	(3)	(7)	Continuing Services Budget - Savings			0
1,473	1,541	1,531	Total Continuing Services Budget			1,542
0	0	0	District Development Fund - Expenditure			0
0	0	0	District Development Fund - Savings			0
0	0	0	Total District Development Fund			0
1,473	1,541	1,531	Directorate Total			1,542

Corporate Support Services

Accommodation Services

Office Accommodation

Office Accommodation includes all of the Council's offices which are located at Epping High Street, Epping Hemnall Street, and Debden Broadway.

CSB growth of £48,000 is included in 2012/13 probable outturn and £13,000 in the 2013/14 estimate for non domestic rate increases. Savings have been made in energy reductions resulting from the new heating system and replacement windows in the Condor building and extension. CSB savings are included for rents previously payable for the vacated premises used for cash collection.

Superintendents/Duty Officers

The small increase in this budget relates to current service pension costs where the the overall effect is reversed out in the budget summary in the same way as depreciation. Also there has been a reduction in the level of overtime which was originally increased as a result of a vacant post.

Catering (Civic Offices)

The budget relates to the cost of vending machine provision. Additional costs relate to increases in the cost of maintaining the vending machines, and a CSB item of £3,000 is included in the probable outturn 2012/13 for this.

Depots

Depot Accommodation includes all of the Council's depots which are located at Langston Road and Burton Road Loughton, Town Mead at Waltham Abbey, and Epping Town in Epping.

The reduction in budgets relates to reduced energy charges, and a reduction in building maintenance charges.

Corporate Support Services

Accommodation Services

2011/12	2012/13			2013/14		
<i>Actual</i>	<i>Original</i>	<i>Probable</i>		Gross	Gross	Net
£000	Estimate	Outturn		Expend	Income	Expend
£000	£000	£000		£000	£000	£000
1,534	1,648	1,698	Office Accommodation	1,678	18	1,660
118	119	121	Superintendents	123	0	123
129	130	132	Duty Officers	123	0	123
19	17	21	Catering (Civic Offices)	21	0	21
1,800	1,914	1,972	Total Office Accommodation	1,945	18	1,927
360	457	427	Depot Accommodation	439	0	439
2,160	2,371	2,399	Total (Transferred to Summary)	2,384	18	2,366
2,075	2,321	2,354	Continuing Services Budget			2,369
63	50	51	Continuing Services Budget - Growth			13
(47)	0	(6)	Continuing Services Budget - Savings			(16)
2,091	2,371	2,399	Total Continuing Services Budget			2,366
69	0	0	District Development Fund - Expenditure			0
0	0	0	District Development Fund - Savings			0
69	0	0	Total District Development Fund			0
2,160	2,371	2,399	Directorate Total			2,366

Corporate Support Services

Other Support Services

Building Maintenance

Funding is in place for the next two years within DDF allocations arising from the £45,000 in the original 2012/13 budget to £103,000 and £154,000 in the probable outturn and 2013/14 estimate respectively. This accounts for the increases shown here.

Estates and Valuation

All items relating to the Council's Asset rationalisation programme are now included under Land and Property - Council Asset Rationalisation. The increase in the budget relates to current service pension costs where the overall effect is reversed out in the budget summary in the same way as depreciation.

Human Resources

The increase in this budget relates to an increase in the net costs of the corporate improvement budget, and a reallocation of overheads relating to the Corporate Support policy group.

Payroll

The reductions in this budget relate to a reallocation of overheads relating to the Corporate Support policy group, and central computer costs.

Reprographics

This budget incorporates the costs and overheads of maintaining the print section, which provides a comprehensive reprographics service to all Directorates of the Council. There are no significant changes to the budget.

Corporate Support Services

Other Support Services

2011/12 Actual £000	2012/13 Original Estimate £000	2012/13 Probable Outturn £000		Gross Expend £000	2013/14 Gross Income £000	Net Expend £000
472	626	690	Building Maintenance	729	0	729
315	326	331	Estates & Valuation	352	15	337
341	425	466	Human Resources	516	0	516
146	146	138	Payroll	133	1	132
279	279	282	Reprographics	287	3	284
1,553	1,802	1,907	Total (Transferred to Summary)	2,017	19	1,998
1,508	1,552	1,815	Continuing Services Budget			1,844
0	0	0	Continuing Services Budget - Growth			0
(6)	0	0	Continuing Services Budget - Savings			0
1,502	1,552	1,815	Total Continuing Services Budget			1,844
51	250	103	District Development Fund - Expenditure			154
0	0	(11)	District Development Fund - Savings			0
51	250	92	Total District Development Fund			154
1,553	1,802	1,907	Directorate Total			1,998

**CORPORATE SUPPORT SERVICES
SUBJECTIVE ANALYSIS 2013/2014 ESTIMATED OUTTURN**

Cost Centre	Employees	Premises	Transport	Supplies	Other Contracted Services	Support Services	Depreciation	Gross Expenditure	(Internally Recharged)	Fees & Charges	Rental Income	Government Grant	Other Income	Gross Income	Net Expenditure
	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£
Land And Property															
Brooker Road Industrial Estate		20,930		-		60,680		81,610			359,000			359,000	(277,390)
Langston Road Industrial Estate		100		5,000		2,440		7,540			138,000			138,000	(130,460)
Oakwood Hill Industrial Estate		930		5,000		5,640		11,570			405,000			405,000	(393,430)
Oakwood Hill Workshops Units		11,300		2,000		5,180		18,480			215,000			215,000	(196,520)
North Weald Industrial Estate		860				2,330		3,190						-	3,190
David Lloyd Centre		100				90		190			117,780			117,780	(117,590)
All Saints Churchyard		8,560						8,560						-	8,560
Greenyards		100				1,950		2,050			-			-	2,050
Wayleaves						2,070		2,070			2,100			2,100	(30)
Other Land and Property	-	8,660	-	-	-	4,020	-	12,680	-	-	2,100	-	-	2,100	10,580
Council Asset Rationalisation				91,000		76,850		167,850	(12,500)					-	155,350
Business Premises	25,890	134,130	1,710	18,410		221,590	6,040	407,770			1,780,000		1,000	1,781,000	(1,373,230)
Other Activities								-							
Emergency Planning	47,340		2,370	26,090		113,980		189,780						-	189,780
Fleet Operations	254,070	44,900	77,740	28,120		22,760	1,710	429,300	(182,806)	251,163				251,163	(4,669)
Local Land Charges	148,920		400	34,850		97,390	17,720	299,280		179,940				179,940	119,340
National Assistance Burials						11,420		11,420						-	11,420
Public Conveniences		174,340		3,420		3,140	3,940	184,840		870				870	183,970
Regulatory Services															
Licensing and Registrations	89,660		4,620	1,090		60,650		156,020		115,930				115,930	40,090
Hackney Carriage Licensing	70,380		3,150	5,380		42,420		121,330		185,000				185,000	(63,670)
TOTAL (Transferred to GF Summary)	636,260	396,250	89,990	220,360	-	730,580	29,410	2,102,850	(195,306)	732,903	3,016,880	-	1,000	3,750,783	(1,843,239)

**CORPORATE SUPPORT SERVICES
SUBJECTIVE ANALYSIS 2013/2014 ESTIMATED OUTTURN**

Cost Centre	Employees	Premises	Transport	Supplies	Other Contracted Services	Support Services	Depreciation	Gross Expenditure	(Internally Recharged)	Fees & Charges	Rental Income	Government Grant	Other Income	Gross Income	Net Expenditure
Legal and Administration															
Corporate Support Policy Group	336,870		5,580	900		45,520		388,870	(388,870)	-				-	-
Legal Services	393,780		1,590	94,390		307,710		797,470	(746,170)	51,300				51,300	-
Admin & Secretarial CSS	251,090		5,010	26,540		122,670	2,100	407,410	(402,720)				4,690	4,690	-
Corporate Filing Facility	80			20		4,120		4,220	(4,220)					-	-
Accommodation															
Epping Offices	4,530	948,270	310	18,660		398,730	163,750	1,534,250	(1,516,680)	8,660			8,910	17,570	-
25 Hemnall Street		52,370		8,580		30,730	6,460	98,140	(97,930)				210	210	-
Waltham Abbey		-		-		-	-	-	-					-	-
Debden / Broadway	2,760	32,970		3,360		5,710	1,170	45,970	(45,970)					-	-
Trapps Hill		-		-		-	-	-	-					-	-
611a Copperfield		-		-		-	-	-	-					-	-
Limes Farm Centre		-		-		-	-	-	-					-	-
Office Accommodation	7,290	1,033,610	310	30,600	-	435,170	171,380	1,678,360	(1,660,580)	8,660	-	-	9,120	17,780	-
Superintendents	103,460					19,270		122,730	(122,730)					-	-
Duty Officers	112,160					11,160		123,320	(123,320)					-	-
Catering				12,340		8,740		21,080	(21,080)					-	-
Townmead		40,560		300		8,590	20,450	69,900	(69,900)					-	-
Epping Town	140	47,000		2,300		3,300	3,640	56,380	(56,380)					-	-
Langston Road	4,110	233,450	440	4,000		31,180	28,870	302,050	(302,050)					-	-
Burton Road		4,530				3,050	2,510	10,090	(10,090)					-	-
Depot Accommodation	4,250	325,540	440	6,600	-			438,420	(438,420)	-	-	-	-	-	-
Other Support Services															
Building Maintenance		480,160				249,120		729,280	(729,280)					-	-
Estates & Valuation	228,960		7,340	17,660		97,570		351,530	(336,960)	14,570				14,570	-
Human Resources	321,230		520	2,260		191,780		515,790	(515,790)					-	-
Payroll	83,990		110	760		47,650		132,510	(131,550)				960	960	-
Reprographics	133,190		50	107,530		46,200		286,970	(284,350)	2,620				2,620	-
TOTAL	1,976,350	1,839,310	20,950	299,600	-	1,632,800	228,950	5,997,960	(5,906,040)	77,150	-	-	14,770	91,920	-
DIRECTORATE TOTAL	2,612,610	2,235,560	110,940	519,960	-	2,363,380	258,360	8,100,810	(6,101,346)	810,053	3,016,880	-	15,770	3,842,703	(1,843,239)

HR Corporate Improvement	96,120	-	-	68,780		15,510		180,410	(178,410)				2,000	2,000	-
Local Land Charges Group	142,240		300	30		76,710		219,280	(219,280)					-	-
Licensing Group	144,350		7,460	1,600		89,760		243,170	(243,170)					-	-
Facilities Management	353,240		16,420	5,700		100,510		475,870	(475,870)					-	-
Emergency Planning Group	44,140		410			53,810		98,360	(98,360)					-	-
Health & Safety	44,130		1,800	100		17,330		63,360	(63,360)					-	-
Corporate Training				56,280		131,280		187,560	(187,160)				400	400	-
Emergency Radios				3,190		150		3,340	(3,340)					-	-
Vehicle Wash		2,490		2,500		90		5,080	(5,080)					-	-
Fuel Account		3,270		590				3,860	(3,860)					-	-
Car Leasing	24,920		286,980	7,640		27,950		347,490	(262,490)				85,000	85,000	-