

BUDGET

2017/2018



Stafford
BOROUGH COUNCIL

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Stafford Borough Council

BUDGET 2017/2018

Introduction

This booklet contains details of the Council's approved revenue and capital spending plans for 2017/2018.

The Council's Budget and Council Tax for 2017/2018 were set at the full meeting of the Council on 21 February 2017.

The following paragraphs give a brief overview of the Council's spending plans for 2017/2018 and how the spending is financed.

Revenue and Capital

In accordance with standard accounting practice, income and expenditure is separated between revenue and capital.

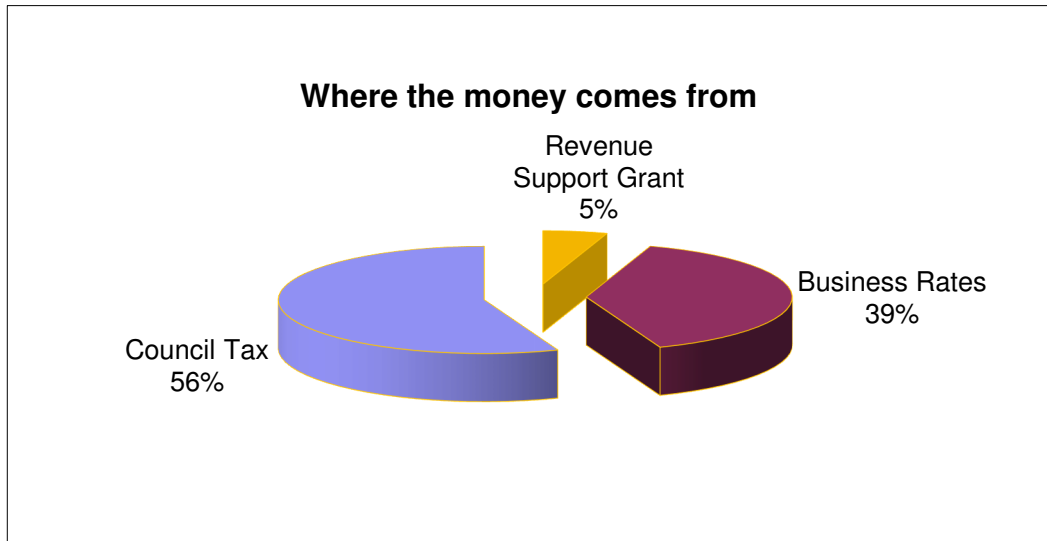
The Revenue Accounts reflect the day to day running costs of the Council such as salaries and wages, costs of running buildings and vehicles, equipment and office expenses etc.

The Capital Accounts relate to major investment on the long term assets of the Council, for example improvements to leisure facilities and car parking etc.

General Fund Revenue Budget

The following table summarises the Council's General Fund Revenue Budget for 2017/2018.

2016/2017 BUDGET £'000	PORTFOLIO (Controllable)	2017/2018 BUDGET £'000
853	Community	865
4,347	Environment	4,279
2,409	Leisure	2,588
(88)	Planning and Regeneration	177
6,522	Resources	6,567
14,043		14,476
683	Financing/Technical Adjustments	646
(2,607)	Government Grants	(2,874)
12,119	NET REVENUE BUDGET	12,248
	Financed by:-	
1,288	Revenue Support Grant	618
4,267	Business Rates	4,794
6,564	Council Tax	6,836
12,119		12,248



The detailed General Fund Revenue Budget is set out by portfolio on pages CM1 to RE49.

Council Tax

Council Tax for a band D property for 2017/18 will be £150.53 which is a 1.9% increase from the previous financial year.

The Council is responsible for the billing and collection of the Council Tax for its own services as well as Staffordshire County Council, Office of the Police & Crime Commissioner Staffordshire, Stoke-on-Trent and Staffordshire Fire Authority and Parish Councils within the Borough.

The bill for a band D property is calculated as follows:-

2016/2017	AUTHORITY	2017/2018	INCREASE	%
£147.72	Stafford Borough Council	£150.53	2.81	1.90
£1,088.65	Staffordshire County Council	£1,142.54	53.89	4.95
£70.33	Stoke-on-Trent and Staffordshire Fire Authority	£71.56	1.23	1.75
£177.61	Office of the Police & Crime Commissioner Staffordshire	£181.16	3.55	2.00
£1,484.31	TOTAL	£1,545.79	£61.48	4.14

In addition to the above, parish charges are added, where appropriate.

National Non-Domestic Rates (NDR)/Business Rates Retention (BRR)

Businesses are required to pay property tax based on their rateable values at a national rate levy, which has been fixed by the government for 2017/2018 at 47.9 pence in the pound. (The Small Business Rates levy for 2017/2018 is 46.6 pence in the pound.)

Non Domestic Rates or Business Rates now forms part of the funding of local authorities whereby the income is shared between the Government/County Council /Fire Authority and the District Council. Stafford Borough have been set a predetermined overall level of Business Rates income and retains 40% of that figure; any growth above that level is then subject to a 50% levy that is paid to the Staffordshire and Stoke on Trent Business Rates Pool.

In 2017-18 the Council is anticipated to receive the following Business Rates Income

Business Rates Income	2017-18 £'000
Core funding	2,638
Growth – Net Business Rates Income	1,144
Growth – New Burdens Funding	396
SBC Share of S&SOT BRP	616
Total Business Rates Income	4,794

Capital Expenditure

In 2017/2018 the Council will be spending approximately £12.9M on capital investment.

Areas of investment include enhancing leisure facilities in Stone as well as supporting delivery of the Stafford Western Access Improvement Scheme.

Resources will continue to be made available for disabled facilities grants to householders.

The detailed Capital Programme is set out at the end of the book on page CAP1 to CAP2.

Fees and Charges 2017/2018

The Council's Fees and Charges are published in a separate booklet, which is also available electronically via the Financial Services intranet page or the Council's website.

Further Information

Further information about the Council's spending plans can be obtained from the Financial Services Section: -

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Community Portfolio

Summary

	Page No	Indicative		
		Original 2017-2018 £	Original 2018-2019 £	Original 2019-2020 £
Private Sector Housing (Standards)	CM 02 - CM 03	159,240	162,900	166,630
Housing Act Sewerage Works	CM 04 - CM 05	5,860	5,980	6,100
Private Sector Hsg (Loans & Mortgages)	CM 06 - CM 07	(5,270)	(5,360)	(5,460)
Partnerships	CM 08 - CM 09	25,290	25,290	25,290
Homelessness & Housing Advice	CM 10 - CM 11	464,560	459,710	469,780
Glover Street	CM 12 - CM 13	(10,310)	(10,710)	(10,930)
Grants & Contributions	CM 14 - CM 15	128,960	131,650	131,650
CCTV	CM 16 - CM 17	96,600	98,330	99,970
Controllable Expenditure		864,930	867,790	883,030
Private Sector Housing (Standards)	CM 02 - CM 03	73,320	74,100	75,730
Housing Act Sewerage Works	CM 04 - CM 05	14,470	14,770	15,010
Private Sector Hsg (Loans & Mortgages)	CM 06 - CM 07	22,710	23,080	23,470
Partnerships	CM 08 - CM 09	79,170	80,180	81,860
Homelessness & Housing Advice	CM 10 - CM 11	121,590	122,240	124,980
Glover Street	CM 12 - CM 13	13,350	13,450	13,700
Grants & Contributions	CM 14 - CM 15	6,100	6,130	6,240
CCTV	CM 16 - CM 17	22,990	22,870	22,930
Non-Controllable Expenditure		353,700	356,820	363,920
		1,218,630	1,224,610	1,246,950

Community Portfolio
Private Sector Housing (Standards)
Howard Thomas

DESCRIPTION

This budget provides for the delivery of the Council's Private Sector housing functions including;

Delivery of housing standards enforcement, licensing of houses in multiple occupation and caravan sites, disabled facilities grants and private sector renewal loans and grants, home energy conservation and fuel poverty.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

3.0 Private Sector Housing

COST CENTRES INCLUDED IN THIS BUDGET PAGE

1300 Home Energy Conservation
1303 Private Sector Housing
1307 Home Renovations Grants

Community Portfolio
Private Sector Housing (Standards)

	Howard Thomas		
	Original 2017-2018 £	Indicative Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Employee Expenses	146,700	150,330	154,030
Transport Related Expenditure	4,160	4,240	4,320
Supplies & Services			
Communications & Computing	1,050	1,050	1,050
Contributions to Provisions	120	120	120
Equipment, Furniture & Materials	340	340	340
Expenses	720	720	720
Grants & Subscriptions	410	410	410
Miscellaneous Expenses	2,500	2,500	2,500
Printing, Stationery & General Expenses	1,370	1,370	1,370
Professional Fees	4,160	4,160	4,160
Total Expenditure	<u>161,530</u>	<u>165,240</u>	<u>169,020</u>
Total Income	<u>(2,290)</u>	<u>(2,340)</u>	<u>(2,390)</u>
Controllable Expenditure	<u>159,240</u>	<u>162,900</u>	<u>166,630</u>
Non-Controllable Expenditure			
Employee Expenses	1,430	1,450	1,470
Supplies & Services			
Communications & Computing	4,550	4,610	4,690
Printing, Stationery & General Expenses	440	440	440
Support Services			
Central Expenses	1,670	1,690	1,730
Departmental	36,950	37,200	38,020
Property Management	12,830	13,080	13,400
Strategic Management	7,570	7,720	7,890
Support Services	7,880	7,910	8,090
Total Expenditure	<u>73,320</u>	<u>74,100</u>	<u>75,730</u>
Non-Controllable Expenditure	<u>73,320</u>	<u>74,100</u>	<u>75,730</u>
Private Sector Housing (Standards) Net Expenditure	<u>232,560</u>	<u>237,000</u>	<u>242,360</u>

Community Portfolio
Housing Act Sewerage Works
Howard Thomas

DESCRIPTION

The Council is required to provide this service by statute, and the budget provides for the cost of running and maintaining the remaining Housing Act Sewerage Works where rural properties are not connected to the mains sewerage system.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

Not Applicable

COST CENTRES INCLUDED IN THIS BUDGET PAGE

1302 Housing Act Sewerage Works

Community Portfolio
Housing Act Sewerage Works

	Howard Thomas		
	Original 2017-2018 £	Indicative Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Premises Related Expenditure			
Energy Costs	480	490	500
Repairs & Maintenance - Buildings	5,380	5,490	5,600
Total Expenditure	<u>5,860</u>	<u>5,980</u>	<u>6,100</u>
Controllable Expenditure	<u>5,860</u>	<u>5,980</u>	<u>6,100</u>
Non-Controllable Expenditure			
Support Services			
Central Expenses	120	120	120
Departmental	30	30	30
Strategic Management	200	200	200
Support Services	11,420	11,720	11,960
Depreciation & Impairment Losses	<u>2,700</u>	<u>2,700</u>	<u>2,700</u>
Total Expenditure	<u>14,470</u>	<u>14,770</u>	<u>15,010</u>
Non-Controllable Expenditure	<u>14,470</u>	<u>14,770</u>	<u>15,010</u>
Housing Act Sewerage Works Net Expenditure	<u>20,330</u>	<u>20,750</u>	<u>21,110</u>

Community Portfolio
Private Sector Hsg (Loans & Mortgages)
Alistair Welch

DESCRIPTION

This budget provides for rental income from Council owned properties and the interest received on mortgages granted by the Council.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

Not Applicable

COST CENTRES INCLUDED IN THIS BUDGET PAGE

1308 Housing Act Advances

1316 Rental Income

Community Portfolio
Private Sector Hsg (Loans & Mortgages)

	Alistair Welch		
	Original 2017-2018 £	Indicative Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Premises Related Expenditure			
Repairs & Maintenance - Buildings	5,340	5,450	5,560
Total Expenditure	<u>5,340</u>	<u>5,450</u>	<u>5,560</u>
Total Income	<u>(10,610)</u>	<u>(10,810)</u>	<u>(11,020)</u>
Controllable Expenditure	<u>(5,270)</u>	<u>(5,360)</u>	<u>(5,460)</u>
Non-Controllable Expenditure			
Support Services			
Property Management	2,720	2,780	2,840
Support Services	15,480	15,790	16,120
Depreciation & Impairment Losses	<u>4,510</u>	<u>4,510</u>	<u>4,510</u>
Total Expenditure	<u>22,710</u>	<u>23,080</u>	<u>23,470</u>
Non-Controllable Expenditure	<u>22,710</u>	<u>23,080</u>	<u>23,470</u>
Private Sector Hsg (Loans & Mortgages) Net Expenditure	<u>17,440</u>	<u>17,720</u>	<u>18,010</u>

Community Portfolio

Partnerships

Norman Jones

DESCRIPTION

The Policy, Improvement and Partnership Team takes a lead role in the development and management of strategic partnerships across the Borough. This includes the co-ordination of the Local Strategic Partnership, management of the Safer Communities Partnership, including the implementation of the statutory Safer Communities plan and statutory functions in respect of Safeguarding Children and Vulnerable Adults. This budget is utilised for the implementation of initiatives that contribute to the safer communities in the Borough.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

Not Applicable

COST CENTRES INCLUDED IN THIS BUDGET PAGE

1350 Partnerships

1394 Sanctuary

Community Portfolio

Partnerships

Norman Jones

	Original 2017-2018 £	Indicative Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Supplies & Services			
Communications & Computing	700	700	700
Community Safety Initiatives	22,530	22,530	22,530
Contributions to Provisions	1,160	1,160	1,160
Equipment, Furniture & Materials	400	400	400
Printing, Stationery & General Expenses	500	500	500
Total Expenditure	25,290	25,290	25,290
Controllable Expenditure	25,290	25,290	25,290
Non-Controllable Expenditure			
Supplies & Services			
Communications & Computing	5,290	5,360	5,450
Printing, Stationery & General Expenses	40	40	40
Support Services			
Central Expenses	12,010	12,170	12,410
Departmental	15,460	15,590	15,930
Strategic Management	20,370	20,620	21,050
Support Services	26,000	26,400	26,980
Total Expenditure	79,170	80,180	81,860
Non-Controllable Expenditure	79,170	80,180	81,860
Partnerships Net Expenditure	104,460	105,470	107,150

Community Portfolio
Homelessness & Housing Advice
Howard Thomas

DESCRIPTION

This Budget provides for homelessness prevention including the Council's Rent Deposit Guarantee Scheme, bed and breakfast accommodation and working with private sector landlords; the strategic housing service, including the development and monitoring of the housing strategy and associated strategies and policies, and the development and delivery of the Council's affordable housing function.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

3.5 Homelessness & Housing Advice
3.0 Housing Strategy
2.0 Homelessness Prevention

COST CENTRES INCLUDED IN THIS BUDGET PAGE

1313 Homelessness & Housing Advice
1315 Housing Strategy
1317 Homelessness Prevention

Community Portfolio
Homelessness & Housing Advice

	Howard Thomas		
	Original 2017-2018 £	Indicative Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Employee Expenses	320,740	329,840	337,960
Premises Related Expenditure			
Cleaning & Domestic Supplies	420	430	440
Energy Costs	2,430	2,480	2,530
Rates	3,020	3,080	3,140
Rents	17,770	18,040	18,400
Repairs & Maintenance - Buildings	3,240	3,310	3,380
Water Services	750	770	790
Transport Related Expenditure	17,340	17,570	17,810
Supplies & Services			
Advertising/Promotions/Marketing	4,050	4,050	4,050
Communications & Computing	1,740	1,740	1,740
Contributions to Provisions	16,640	1,640	1,640
Equipment, Furniture & Materials	690	690	690
Expenses	660	660	660
Grants & Subscriptions	35,480	35,480	35,480
Legal Costs	420	420	420
Miscellaneous Expenses	55,760	56,880	58,020
Printing, Stationery & General Expenses	280	280	280
Professional Fees	6,070	6,070	6,070
Total Expenditure	487,500	483,430	493,500
Total Income	(22,940)	(23,720)	(23,720)
Controllable Expenditure	464,560	459,710	469,780
Non-Controllable Expenditure			
Employee Expenses	4,290	4,370	4,450
Supplies & Services			
Communications & Computing	6,410	6,490	6,590
Printing, Stationery & General Expenses	780	780	780
Support Services			
Central Expenses	7,060	7,160	7,310
Departmental	1,460	1,480	1,510
Property Management	38,840	39,580	40,570
Strategic Management	17,920	18,210	18,610
Support Services	44,830	44,170	45,160
Total Expenditure	121,590	122,240	124,980
Non-Controllable Expenditure	121,590	122,240	124,980
Homelessness & Housing Advice Net Expenditure	586,150	581,950	594,760

Community Portfolio

Glover Street

Howard Thomas

DESCRIPTION

Glover Street is an itinerant caravan site based in Stafford. This budget reflects rental income and the running costs of the site.

There are 12 plots on the site which are each provided with amenities for washing and toilets.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

Not Applicable

COST CENTRES INCLUDED IN THIS BUDGET PAGE

1312 Glover Street

Community Portfolio

Glover Street

Howard Thomas

	Original 2017-2018 £	Indicative Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Premises Related Expenditure			
Energy Costs	2,260	2,310	2,360
Rates	3,000	3,000	3,060
Repairs & Maintenance - Buildings	6,470	6,600	6,730
Water Services	910	930	950
Supplies & Services			
Communications & Computing	650	650	650
Total Expenditure	<u>13,290</u>	<u>13,490</u>	<u>13,750</u>
Total Income	<u>(23,600)</u>	<u>(24,200)</u>	<u>(24,680)</u>
Controllable Expenditure	<u>(10,310)</u>	<u>(10,710)</u>	<u>(10,930)</u>
Non-Controllable Expenditure			
Premises Related Expenditure			
Repairs & Maintenance - Grounds	2,150	2,150	2,150
Support Services			
Central Expenses	560	560	580
Departmental	2,390	2,410	2,460
Property Management	4,060	4,150	4,240
Strategic Management	940	950	970
Support Services	3,180	3,160	3,230
Depreciation & Impairment Losses	<u>70</u>	<u>70</u>	<u>70</u>
Total Expenditure	<u>13,350</u>	<u>13,450</u>	<u>13,700</u>
Non-Controllable Expenditure	<u>13,350</u>	<u>13,450</u>	<u>13,700</u>
Glover Street Net Expenditure	<u>3,040</u>	<u>2,740</u>	<u>2,770</u>

Community Portfolio
Grants & Contributions
Norman Jones

DESCRIPTION

This area aims to provide the support needed by local voluntary and community sector organisations to enable them to flourish and continue to meet the needs of the local community.

Grants are allocated to organisations who support the wider priorities of the Authority and are facilitated through a service level agreement.

The cost of this expenditure is met from capital resources and so there is no impact on the level of council tax.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

Not Applicable

COST CENTRES INCLUDED IN THIS BUDGET PAGE

1320 Grants & Contributions

Community Portfolio
Grants & Contributions

	Norman Jones	Indicative	
	Original 2017-2018 £	Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Supplies & Services			
Grants & Subscriptions	128,960	131,650	131,650
Total Expenditure	<u>128,960</u>	<u>131,650</u>	<u>131,650</u>
Controllable Expenditure	<u>128,960</u>	<u>131,650</u>	<u>131,650</u>
Non-Controllable Expenditure			
Support Services			
Central Expenses	1,210	1,230	1,250
Departmental	250	250	250
Strategic Management	2,050	2,080	2,120
Support Services	2,590	2,570	2,620
Total Expenditure	<u>6,100</u>	<u>6,130</u>	<u>6,240</u>
Non-Controllable Expenditure	<u>6,100</u>	<u>6,130</u>	<u>6,240</u>
Grants & Contributions Net Expenditure	<u>135,060</u>	<u>137,780</u>	<u>137,890</u>

Community Portfolio

CCTV

Norman Jones

DESCRIPTION

The Council is responsible for the monitoring and maintenance of the Closed Circuit Television (CCTV) function for Stafford Borough. CCTV plays an important part in the reduction of overall crime levels within the Borough and also contributes to our residents feeling safer and more secure in the areas in which they live. The Council currently work very closely with all their strategic partners to ensure that Stafford Borough has a vibrant night time economy and that people living, visiting and working here feel safe and secure at all times. All the CCTV cameras are currently linked together and assist the Police in being able to track offenders down before and after they have committed crimes in the Borough. The cameras also act as a very good deterrent especially when located on or around large car parking areas, this can be evidenced from the relatively low levels of vehicle crime in the Borough.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

Not Applicable

COST CENTRES INCLUDED IN THIS BUDGET PAGE

1321 CCTV

Community Portfolio

CCTV

	Norman Jones	Indicative	
	Original 2017-2018 £	Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Premises Related Expenditure			
Energy Costs	3,370	3,440	3,510
Supplies & Services			
Communications & Computing	150	150	150
Equipment, Furniture & Materials	16,000	16,000	16,000
Printing, Stationery & General Expenses	330	330	330
Third Party Payments	76,750	78,410	79,980
Total Expenditure	96,600	98,330	99,970
Controllable Expenditure	96,600	98,330	99,970
Non-Controllable Expenditure			
Supplies & Services			
Insurances	1,320	1,350	1,370
Support Services			
Support Services	1,920	1,770	1,810
Depreciation & Impairment Losses	19,750	19,750	19,750
Total Expenditure	22,990	22,870	22,930
Non-Controllable Expenditure	22,990	22,870	22,930
CCTV Net Expenditure	119,590	121,200	122,900

Environment Portfolio

Summary

	Page No	Indicative		
		Original 2017-2018 £	Original 2018-2019 £	Original 2019-2020 £
Management & Support	EN 02 - EN 03	264,440	265,200	271,830
Regulatory Services	EN 04 - EN 05	348,180	362,590	370,760
Strategic Health Delivery	EN 06 - EN 07	49,410	50,580	51,820
Partnerships Environmental Management	EN 08 - EN 09	110,540	112,330	114,150
Waste & Recycling	EN 10 - EN 11	2,671,860	3,120,380	3,179,450
Bereavement Services	EN 12 - EN 13	(1,097,620)	(1,135,260)	(1,151,860)
Misc Highways Functions (ex Planning)	EN 14 - EN 15	30,440	30,670	30,900
Drainage Services	EN 16 - EN 17	106,120	108,240	110,410
Street Scene	EN 18 - EN 19	1,736,460	1,770,920	1,804,960
Cleansing Services	EN 20 - EN 21	63,340	63,200	64,100
Floral Displays	EN 22 - EN 23	(3,880)	(4,060)	(4,240)
Controllable Expenditure		4,279,290	4,744,790	4,842,280
Management & Support	EN 02 - EN 03	(264,440)	(265,200)	(271,830)
Regulatory Services	EN 04 - EN 05	336,850	339,060	347,390
Strategic Health Delivery	EN 06 - EN 07	33,840	34,420	34,760
Partnerships Environmental Management	EN 08 - EN 09	40,270	40,720	41,590
Waste & Recycling	EN 10 - EN 11	536,750	539,440	547,040
Bereavement Services	EN 12 - EN 13	694,810	696,680	700,610
Misc Highways Functions (ex Planning)	EN 14 - EN 15	214,130	214,680	215,150
Drainage Services	EN 16 - EN 17	40,980	41,530	42,050
Street Scene	EN 18 - EN 19	(1,352,640)	(1,353,150)	(1,351,240)
Cleansing Services	EN 20 - EN 21	1,158,200	1,161,390	1,164,510
Floral Displays	EN 22 - EN 23	103,040	103,280	103,530
Non-Controllable Expenditure		1,541,790	1,552,850	1,573,560
		5,821,080	6,297,640	6,415,840

**Environment Portfolio
Management & Support
Howard Thomas**

DESCRIPTION

This budget provides for the overall management and support functions of the Environment Portfolio.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

6.0 Management & Administration

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0304 Management & Administration

Environment Portfolio
Management & Support

	Howard Thomas		
	Original 2017-2018 £	Indicative Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Employee Expenses	230,150	230,900	237,520
Transport Related Expenditure	10,660	10,720	10,780
Supplies & Services			
Communications & Computing	19,130	19,130	19,130
Contributions to Provisions	740	740	740
Equipment, Furniture & Materials	1,810	1,810	1,810
Expenses	1,140	1,140	1,140
Printing, Stationery & General Expenses	3,360	3,360	3,360
Total Expenditure	<u>266,990</u>	<u>267,800</u>	<u>274,480</u>
Total Income	<u>(2,550)</u>	<u>(2,600)</u>	<u>(2,650)</u>
Controllable Expenditure	<u>264,440</u>	<u>265,200</u>	<u>271,830</u>
Non-Controllable Expenditure			
Employee Expenses	3,770	3,840	3,900
Supplies & Services			
Communications & Computing	63,110	64,010	65,100
Printing, Stationery & General Expenses	380	380	380
Support Services			
Departmental	15,020	15,350	15,270
Property Management	14,550	14,830	15,190
Strategic Management	6,530	6,690	6,850
Support Services	13,570	13,630	13,930
Total Expenditure	<u>116,930</u>	<u>118,730</u>	<u>120,620</u>
Total Income	<u>(381,370)</u>	<u>(383,930)</u>	<u>(392,450)</u>
Non-Controllable Expenditure	<u>(264,440)</u>	<u>(265,200)</u>	<u>(271,830)</u>
Management & Support Net Expenditure	<u>-</u>	<u>-</u>	<u>-</u>

Environment Portfolio

Regulatory Services

Howard Thomas

DESCRIPTION

This budget provides for the work undertaken by Regulatory Services in relation to:
Food Safety - Inspection, enforcement and advice to businesses
Occupational Control - Health & Safety inspections and enforcement and advice to businesses
Pest Control - both in domestic and commercial property
Licensing - of taxis, private hire vehicles, alcohol, animals and beauty industry
Environmental Enforcement - dog fouling and environmental crimes
Environmental Pollution - investigations of complaints of noise and other statutory nuisances

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

3.8 Food Safety
4.0 Environmental Pollution
4.0 Pest Control
2.0 Licensing
2.0 Environmental Enforcement

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0302 Food Safety
0307 Dog Warden Service
0308 Occupational Control
0309 Environment Pollution
0311 Local Air Pollution Control
0312 Pest Control
0313 Licensing
0329 Water Supply
0393 Environmental Enforcement
0399 National Assistance Act Burials

Environment Portfolio

Regulatory Services

	Howard Thomas		Indicative	
	Original 2017-2018 £	Original 2018-2019 £	Original 2019-2020 £	
Controllable Expenditure				
Employee Expenses	601,260	595,230	605,790	
Premises Related Expenditure				
Water Services	5,830	5,950	6,070	
Transport Related Expenditure	46,020	47,680	49,320	
Supplies & Services				
Advertising/Promotions/Marketing	2,220	2,220	2,220	
Clothes, Uniform & Laundry	1,150	1,150	1,150	
Communications & Computing	13,750	13,750	13,750	
Contributions to Provisions	19,140	19,140	19,140	
Equipment, Furniture & Materials	40,020	40,020	40,020	
Expenses	1,900	1,900	1,900	
Legal Costs	600	600	600	
Miscellaneous Expenses	22,540	22,540	22,540	
Other Fees	280	280	280	
Printing, Stationery & General Expenses	5,030	5,030	5,030	
Professional Fees	15,080	15,080	15,080	
Third Party Payments	28,480	29,050	29,630	
Total Expenditure	803,300	799,620	812,520	
Total Income	(455,120)	(437,030)	(441,760)	
Controllable Expenditure	348,180	362,590	370,760	
Non-Controllable Expenditure				
Employee Expenses	7,490	7,620	7,740	
Transport Related Expenditure	3,460	3,530	3,600	
Supplies & Services				
Communications & Computing	18,910	19,150	19,450	
Printing, Stationery & General Expenses	480	480	480	
Support Services				
Central Expenses	9,550	9,680	9,880	
Departmental	221,920	224,230	227,960	
Property Management	46,380	47,300	48,460	
Strategic Management	69,320	70,800	72,440	
Support Services	105,350	105,850	108,180	
Total Expenditure	482,860	488,640	498,190	
Total Income	(146,010)	(149,580)	(150,800)	
Non-Controllable Expenditure	336,850	339,060	347,390	
Regulatory Services Net Expenditure	685,030	701,650	718,150	

Environment Portfolio
Strategic Health Delivery
Howard Thomas

DESCRIPTION

This budget provides for the work undertaken in Stafford and Surrounds by delivery of the Environmental and Health Services in relation to Health and Wellbeing. This comprises support for the Health and Wellbeing Strategy, promotion of life style related issues and developing partnership work to deliver Health and Wellbeing work in the community.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

1.0 Strategic Health Delivery

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0315 Strategic Health Delivery

Environment Portfolio
Strategic Health Delivery

	Howard Thomas		
	Original 2017-2018 £	Indicative Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Employee Expenses	59,110	46,560	47,720
Transport Related Expenditure	3,940	4,020	4,100
Total Expenditure	<u>63,050</u>	<u>50,580</u>	<u>51,820</u>
Total Income	<u>(13,640)</u>	<u>-</u>	<u>-</u>
Controllable Expenditure	<u>49,410</u>	<u>50,580</u>	<u>51,820</u>
Non-Controllable Expenditure			
Employee Expenses	1,150	1,170	1,190
Supplies & Services			
Communications & Computing	1,700	1,720	1,740
Printing, Stationery & General Expenses	220	220	220
Support Services			
Departmental	15,020	15,350	15,270
Property Management	8,600	8,760	8,980
Strategic Management	2,780	2,840	2,900
Support Services	4,370	4,360	4,460
Total Expenditure	<u>33,840</u>	<u>34,420</u>	<u>34,760</u>
Non-Controllable Expenditure	<u>33,840</u>	<u>34,420</u>	<u>34,760</u>
Strategic Health Delivery Net Expenditure	<u>83,250</u>	<u>85,000</u>	<u>86,580</u>

Environment Portfolio
Partnerships Environmental Management
Norman Jones

DESCRIPTION

The Policy & Partnerships Team take the lead role in facilitating a range of activities in relation to Environmental Management. Working in partnership with a number of agencies areas of work include; Carbon Reduction, Sustainable Development, Management & Development of Local Nature Reserves, Enhancement & Protection of Biodiversity.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

1.7 Partnerships Environmental Management

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0314 Partnerships Environmental Management
0318 LNR's/Biodiversity

Environment Portfolio

Partnerships Environmental Management

	Norman Jones	Indicative	
	Original 2017-2018 £	Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Employee Expenses	72,550	74,330	76,140
Premises Related Expenditure			
Water Services	90	90	90
Transport Related Expenditure	370	380	390
Supplies & Services			
Advertising/Promotions/Marketing	400	400	400
Communications & Computing	110	110	110
Contributions to Provisions	240	240	240
Equipment, Furniture & Materials	6,600	6,600	6,600
Expenses	200	200	200
Grants & Subscriptions	10,050	10,050	10,050
Hospitality	50	50	50
Other Fees	25,850	25,850	25,850
Printing, Stationery & General Expenses	170	170	170
Professional Fees	3,360	3,360	3,360
Total Expenditure	<u>120,040</u>	<u>121,830</u>	<u>123,650</u>
Total Income	<u>(9,500)</u>	<u>(9,500)</u>	<u>(9,500)</u>
Controllable Expenditure	<u>110,540</u>	<u>112,330</u>	<u>114,150</u>
Non-Controllable Expenditure			
Employee Expenses	810	820	840
Premises Related Expenditure			
Repairs & Maintenance - Grounds	1,410	1,410	1,410
Supplies & Services			
Communications & Computing	2,340	2,370	2,400
Printing, Stationery & General Expenses	10	10	10
Support Services			
Departmental	15,640	15,750	16,100
Property Management	10,760	10,970	11,240
Strategic Management	4,810	4,920	5,030
Support Services	4,490	4,470	4,560
Total Expenditure	<u>40,270</u>	<u>40,720</u>	<u>41,590</u>
Non-Controllable Expenditure	<u>40,270</u>	<u>40,720</u>	<u>41,590</u>
Partnerships Environmental Management Net Expenditure	<u>150,810</u>	<u>153,050</u>	<u>155,740</u>

Environment Portfolio

Waste & Recycling

Howard Thomas

DESCRIPTION

This budget provides for the alternate weekly collection of household refuse from approximately 56,660 properties, a kerbside collection service for collecting co-mingled recyclable materials and garden waste.

Bring sites are available for general use and some communal establishments have mini recycling centres.

A special collection service for bulky items is also available on request for a fee.

A civic amenities collection service is provided at a fee on request to Parish Councils.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

3.0 Waste Management

1.0 Environmental Protection

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0305 Waste Management

0331 Garden Waste & Waste Recycling

0334 Refuse Collection - General

0335 Civic Amenities Sites

0336 Special Collections

0423 Environmental Protection

Environment Portfolio

Waste & Recycling

	Howard Thomas	Indicative	
	Original 2017-2018 £	Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Employee Expenses	172,710	177,120	181,530
Transport Related Expenditure	17,320	17,430	17,540
Supplies & Services			
Advertising/Promotions/Marketing	22,980	22,980	22,980
Communications & Computing	16,420	16,420	16,420
Contributions to Provisions	560	560	560
Equipment, Furniture & Materials Expenses	2,020	2,020	2,020
Miscellaneous Expenses	830	830	830
Printing, Stationery & General Expenses	9,600	9,600	9,600
Professional Fees	430	430	430
7,540	7,540	7,540	7,540
Third Party Payments	4,094,430	4,320,760	4,404,420
Total Expenditure	4,344,840	4,575,690	4,663,870
Total Income	(1,672,980)	(1,455,310)	(1,484,420)
Controllable Expenditure	2,671,860	3,120,380	3,179,450
Non-Controllable Expenditure			
Employee Expenses	1,890	1,920	1,950
Supplies & Services			
Communications & Computing	3,680	3,730	3,780
Printing, Stationery & General Expenses	70	70	70
Refuse Disposal/Collections	56,530	56,530	56,530
Support Services			
Central Expenses	44,680	45,300	46,200
Departmental	337,470	343,030	350,590
Property Management	12,250	12,500	12,810
Strategic Management	104,650	106,270	108,570
Support Services	114,200	114,380	117,000
Depreciation & Impairment Losses	134,710	134,710	134,710
Total Expenditure	810,130	818,440	832,210
Total Income	(273,380)	(279,000)	(285,170)
Non-Controllable Expenditure	536,750	539,440	547,040
Waste & Recycling Net Expenditure	3,208,610	3,659,820	3,726,490

Environment Portfolio

Bereavement Services

Howard Thomas

DESCRIPTION

This budget includes the provision of services to the bereaved.

The sites include Stafford Crematorium, Tixall Road Cemetery, Stone Road Cemetery and Eccleshall Road Cemetery.

There are approximately 1,650 cremations and 350 burials per annum.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

5.0 Crematorium

2.0 Tixall Road Cemetery

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0342 Tixall Road Cemetery

0343 Eccleshall Road Cemetery

0344 Stone Cemetery

0346 Crematorium

Environment Portfolio

Bereavement Services

	Howard Thomas	Indicative	
	Original 2017-2018 £	Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Employee Expenses	242,730	247,350	251,760
Premises Related Expenditure			
Cleaning & Domestic Supplies	1,320	1,350	1,380
Energy Costs	36,370	37,100	37,840
Rates	45,420	54,150	63,380
Repairs & Maintenance - Buildings	49,750	50,740	51,750
Water Services	2,070	2,110	2,150
Transport Related Expenditure	11,700	11,830	11,960
Supplies & Services			
Bank Charges	380	390	400
Catering	180	180	180
Cleaning	9,200	9,380	9,570
Clothes, Uniform & Laundry	820	820	820
Communications & Computing	8,840	8,840	8,840
Contributions to Provisions	51,420	51,420	51,420
Equipment, Furniture & Materials	54,780	74,780	74,780
Grants & Subscriptions	710	710	710
Miscellaneous Expenses	37,670	37,670	37,670
Printing, Stationery & General Expenses	5,540	5,540	5,540
Professional Fees	68,290	28,290	28,290
Refuse Disposal/Collections	270	280	290
Security Services	1,050	1,070	1,090
Total Expenditure	628,510	624,000	639,820
Total Income	(1,726,130)	(1,759,260)	(1,791,680)
Controllable Expenditure	(1,097,620)	(1,135,260)	(1,151,860)
Non-Controllable Expenditure			
Employee Expenses	3,380	3,440	3,500
Premises Related Expenditure			
Premises Insurance	1,260	1,290	1,320
Repairs & Maintenance - Grounds	181,870	181,870	181,870
Supplies & Services			
Communications & Computing	5,420	5,500	5,600
Insurances	4,450	4,540	4,630
Printing, Stationery & General Expenses	250	250	250
Support Services			
Central Expenses	18,220	18,470	18,840
Departmental	28,640	29,240	29,840
Property Management	19,520	19,960	20,420
Strategic Management	37,570	38,110	38,920
Support Services	61,270	61,050	62,460
Depreciation & Impairment Losses	332,960	332,960	332,960
Total Expenditure	694,810	696,680	700,610
Non-Controllable Expenditure	694,810	696,680	700,610
Bereavement Services Net Expenditure	(402,810)	(438,580)	(451,250)

Environment Portfolio
Misc Highways Functions (ex Planning)
Howard Thomas

DESCRIPTION

Includes the maintenance of Council owned footpaths and bus shelters, provision of new and replacement street name plates, provision of a higher standard of grounds maintenance to specified areas within Stafford, improvement and maintenance of Stafford and Stone town centre street furniture and other assets and provision of well maintained footway lighting for residents of Stafford Borough.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

Not Applicable

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0938 Public Footpaths
0939 Bus Shelters
0940 Street Nameplates/Naming Procedures
0942 Footway Lighting
0943 Highways Verge Cutting Subsidy
0944 Town Centre Maintenance

Environment Portfolio

Misc Highways Functions (ex Planning)

	Howard Thomas	Indicative	
	Original 2017-2018 £	Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Premises Related Expenditure			
Energy Costs	8,840	9,020	9,200
Repairs & Maintenance - Buildings	7,740	7,900	8,060
Repairs & Maintenance - Other	18,640	18,640	18,640
Supplies & Services			
Advertising/Promotions/Marketing	630	630	630
Total Expenditure	<u>35,850</u>	<u>36,190</u>	<u>36,530</u>
Total Income	<u>(5,410)</u>	<u>(5,520)</u>	<u>(5,630)</u>
Controllable Expenditure	<u>30,440</u>	<u>30,670</u>	<u>30,900</u>
Non-Controllable Expenditure			
Premises Related Expenditure			
Repairs & Maintenance - Grounds	41,980	41,980	41,980
Support Services			
Departmental	13,120	13,440	13,730
Support Services	8,620	8,850	9,030
Depreciation & Impairment Losses	<u>150,410</u>	<u>150,410</u>	<u>150,410</u>
Total Expenditure	<u>214,130</u>	<u>214,680</u>	<u>215,150</u>
Non-Controllable Expenditure	<u>214,130</u>	<u>214,680</u>	<u>215,150</u>
Misc Highways Functions (ex Planning) Net Expenditure	<u>244,570</u>	<u>245,350</u>	<u>246,050</u>

Environment Portfolio

Drainage Services

Howard Thomas

DESCRIPTION

The budget provides for the special levy on the Council for land drainage expenditure in respect of all non-agricultural land within the Sow and Penk Drainage Board's and the Council's area, the costs of which would otherwise be borne by the owners of property normally in areas of the borough which have previously flooded, or in areas of potential flooding.

There is also provision for the maintenance of water courses for which Stafford Borough Council is responsible.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

Not Applicable

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0328 Land Drainage (Flood Defence & Watercourses)

Environment Portfolio

Drainage Services

	Howard Thomas	Indicative	
	Original 2017-2018 £	Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Supplies & Services			
Sow & Penk Drainage Board Levy	106,120	108,240	110,410
Total Expenditure	<u>106,120</u>	<u>108,240</u>	<u>110,410</u>
Controllable Expenditure	<u>106,120</u>	<u>108,240</u>	<u>110,410</u>
Non-Controllable Expenditure			
Premises Related Expenditure			
Repairs & Maintenance - Grounds	16,770	16,770	16,770
Support Services			
Central Expenses	1,040	1,060	1,080
Departmental	10,590	10,850	11,080
Strategic Management	1,760	1,780	1,820
Support Services	10,820	11,070	11,300
Total Expenditure	<u>40,980</u>	<u>41,530</u>	<u>42,050</u>
Non-Controllable Expenditure	<u>40,980</u>	<u>41,530</u>	<u>42,050</u>
Drainage Services Net Expenditure	<u>147,100</u>	<u>149,770</u>	<u>152,460</u>

Environment Portfolio

Street Scene

Howard Thomas

DESCRIPTION

Streetscene provides a seamless integrated service for the delivery of high quality cleansing and maintenance of the street scene and public open spaces that meets the aspirations of the residents of the Borough of Stafford through the effective management and utilisation of existing resources.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

49.5 Streetscene

5.0 Environmental Mtce Services Mgmt

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0359 Housing Act Works

0365 Streetscene

0427 Streetscene Additional Works

0906 Environmental Mtce Services Mgmt

Environment Portfolio

Street Scene

Howard Thomas

	Indicative		
	Original 2017-2018 £	Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Employee Expenses	1,595,070	1,632,840	1,671,340
Premises Related Expenditure			
Energy Costs	17,770	18,130	18,490
Rates	1,220	870	580
Repairs & Maintenance - Buildings	92,660	92,870	93,330
Water Services	7,170	7,310	7,460
Transport Related Expenditure	327,740	333,470	337,820
Supplies & Services			
Catering	3,000	3,000	3,000
Clothes, Uniform & Laundry	3,540	3,540	3,540
Communications & Computing	29,800	29,800	29,800
Contributions to Provisions	102,290	102,290	102,290
Equipment, Furniture & Materials	118,490	118,490	118,490
Expenses	1,030	1,030	1,030
Other Fees	(50,000)	(50,000)	(50,000)
Printing, Stationery & General Expenses	4,850	4,850	4,850
Professional Fees	7,200	7,200	7,200
Refuse Disposal/Collections	50,540	51,550	52,580
Security Services	5,640	5,640	5,750
Sub-Contractors	24,360	24,360	24,360
Third Party Payments	-	10	10
Total Expenditure	2,342,370	2,387,250	2,431,920
Total Income	(605,910)	(616,330)	(626,960)
Controllable Expenditure	1,736,460	1,770,920	1,804,960
Non-Controllable Expenditure			
Employee Expenses	25,800	26,260	26,720
Transport Related Expenditure	25,880	26,400	26,930
Supplies & Services			
Communications & Computing	17,800	18,040	18,340
Printing, Stationery & General Expenses	240	240	240
Support Services			
Property Management	14,010	14,290	14,640
Strategic Management	53,860	55,180	56,530
Support Services	85,040	85,130	87,010
Depreciation & Impairment Losses	235,100	235,100	235,100
Total Expenditure	457,730	460,640	465,510
Total Income	(1,810,370)	(1,813,790)	(1,816,750)
Non-Controllable Expenditure	(1,352,640)	(1,353,150)	(1,351,240)
Street Scene Net Expenditure	383,820	417,770	453,720

Environment Portfolio

Cleansing Services

Howard Thomas

DESCRIPTION

The Cleansing Service includes:

Street Cleansing - The Authority has a duty to ensure that relevant land and highways are, so far as is practicable, kept clear of litter and refuse;

Public Conveniences - To ensure that they are well cleaned and maintained on a day to day basis so that a good public perception can be maintained.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

Not Applicable

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0321 Street Cleansing

0322 Public Conveniences

0391 Management of Public Space Action Plan

Environment Portfolio

Cleansing Services

	Howard Thomas		
	Original 2017-2018 £	Indicative Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Premises Related Expenditure			
Energy Costs	5,680	4,790	4,890
Rates	10,230	10,390	10,590
Repairs & Maintenance - Buildings	17,710	18,060	18,420
Water Services	11,290	11,520	11,750
Supplies & Services			
Contributions to Provisions	530	530	530
Equipment, Furniture & Materials	18,200	18,220	18,240
Total Expenditure	63,640	63,510	64,420
Total Income	(300)	(310)	(320)
Controllable Expenditure	63,340	63,200	64,100
Non-Controllable Expenditure			
Premises Related Expenditure			
Premises Insurance	980	1,000	1,020
Repairs & Maintenance - Grounds	2,060	2,060	2,060
Third Party Payments	990,180	990,180	990,180
Support Services			
Central Expenses	7,280	7,390	7,540
Departmental	103,640	106,240	108,480
Property Management	8,680	8,870	9,070
Strategic Management	12,340	12,490	12,750
Support Services	10,520	10,640	10,890
Depreciation & Impairment Losses	22,520	22,520	22,520
Total Expenditure	1,158,200	1,161,390	1,164,510
Non-Controllable Expenditure	1,158,200	1,161,390	1,164,510
Cleansing Services Net Expenditure	1,221,540	1,224,590	1,228,610

Environment Portfolio

Floral Displays

Howard Thomas

DESCRIPTION

This budget allows the team to administer the sale of hanging baskets to local businesses and seek sponsorship to support this important event.

In addition, this service allows for the provision and maintenance of flower beds and hanging baskets around the Borough.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

Not Applicable

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0657 Floral Displays

Environment Portfolio

Floral Displays

Howard Thomas

	Original 2017-2018 £	Indicative Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Supplies & Services			
Floral Work	5,040	5,040	5,040
Miscellaneous Expenses	2,900	2,900	2,900
Total Expenditure	<u>7,940</u>	<u>7,940</u>	<u>7,940</u>
Total Income	<u>(11,820)</u>	<u>(12,000)</u>	<u>(12,180)</u>
Controllable Expenditure	<u>(3,880)</u>	<u>(4,060)</u>	<u>(4,240)</u>
Non-Controllable Expenditure			
Supplies & Services			
Floral Work	91,850	91,850	91,850
Support Services			
Departmental	10,370	10,630	10,860
Support Services	820	800	820
Total Expenditure	<u>103,040</u>	<u>103,280</u>	<u>103,530</u>
Non-Controllable Expenditure	<u>103,040</u>	<u>103,280</u>	<u>103,530</u>
Floral Displays Net Expenditure	<u>99,160</u>	<u>99,220</u>	<u>99,290</u>

Leisure and Culture Portfolio

Summary

	Page No	Indicative		
		Original 2017-2018 £	Original 2018-2019 £	Original 2019-2020 £
Leisure, Planning & Marketing	LE 02 - LE 03	224,970	230,460	234,970
Events	LE 04 - LE 05	70,520	70,280	70,220
Leisure Section	LE 06 - LE 07	112,080	115,860	118,890
Sports, Health, Physical Development	LE 08 - LE 09	123,460	125,570	127,440
Stafford Leisure Centre	LE 10 - LE 11	317,130	148,590	163,320
Alleyes Sports Centre	LE 12 - LE 13	135,460	137,960	140,920
Westbridge Park Fitness Centre	LE 14 - LE 15	(6,130)	(59,910)	(107,550)
Parks & Open Spaces	LE 16 - LE 17	617,330	627,330	637,680
Allotments	LE 18 - LE 19	14,750	14,820	14,880
Stafford Gatehouse Theatre	LE 20 - LE 21	611,960	617,220	616,380
Shakespeare	LE 22 - LE 23	36,300	33,340	30,310
Ancient High House	LE 24 - LE 25	178,110	183,120	187,010
Broadeye Windmill	LE 26 - LE 27	1,830	1,860	1,890
Izaak Walton Cottage	LE 28 - LE 29	12,120	12,320	12,530
Stafford Castle	LE 30 - LE 31	63,790	63,320	63,620
Tourism	LE 32 - LE 33	74,160	75,460	76,790
Controllable Expenditure		2,587,840	2,397,600	2,389,300
Leisure, Planning & Marketing	LE 02 - LE 03	(224,970)	(230,460)	(234,970)
Events	LE 04 - LE 05	66,740	67,650	68,940
Leisure Section	LE 06 - LE 07	(112,080)	(115,860)	(118,890)
Sports, Health, Physical Development	LE 08 - LE 09	75,080	76,180	77,770
Stafford Leisure Centre	LE 10 - LE 11	629,170	632,750	639,680
Alleyes Sports Centre	LE 12 - LE 13	100,780	101,080	103,180
Westbridge Park Fitness Centre	LE 14 - LE 15	112,770	114,130	116,120
Parks & Open Spaces	LE 16 - LE 17	916,310	922,370	929,510
Allotments	LE 18 - LE 19	8,170	8,170	8,170
Stafford Gatehouse Theatre	LE 20 - LE 21	352,090	353,990	358,890
Shakespeare	LE 22 - LE 23	13,940	14,170	14,460
Ancient High House	LE 24 - LE 25	116,580	117,920	119,840
Broadeye Windmill	LE 26 - LE 27	80	80	80
Izaak Walton Cottage	LE 28 - LE 29	28,730	29,040	29,450
Stafford Castle	LE 30 - LE 31	74,900	75,640	76,750
Tourism	LE 32 - LE 33	(23,590)	(24,050)	(24,460)
Non-Controllable Expenditure		2,134,700	2,142,800	2,164,520
		4,722,540	4,540,400	4,553,820

Leisure and Culture Portfolio
Leisure, Planning & Marketing
Norman Jones

DESCRIPTION

This service is responsible for the marketing, promotion and communication campaigns for the Leisure and Culture service area, maximising income generation opportunities and customer satisfaction.

Using both traditional and new media the marketing team make sure that the Stafford Borough community know about the services Leisure and Culture provide and persuade them to participate in these activities, allowing them to lead healthy and active lifestyles whilst providing opportunities to meet new people and spend time with friends and family.

The 'Share Your Summer With Us' marketing and promotional campaign provides an opportunity to cross promote all the services delivered by Leisure and Culture over the summer period. Individual service areas are also supported including: the heritage sites, visit Stafford, visitor information centre, indoor leisure facilities including Momentum 'gym, swim & classes' membership, outdoor leisure including the sports facilities at Rowley Park Sports Stadium, destination parks and the annual community events programme.

Marketing best practice and initiatives such as the mystery shopper programme are used to continually improve the customer experience.

The leisure planning service supports the strategic business development of leisure and culture, including the development of management and performance information and financial planning and funding opportunities.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

1.0 Head of Leisure

3.0 Leisure Planning & Marketing

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0603 Leisure Planning & Marketing

0701 Head of Leisure

Leisure and Culture Portfolio

Leisure, Planning & Marketing

	Norman Jones	Indicative	
	Original 2017-2018 £	Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Employee Expenses	181,570	187,050	191,550
Transport Related Expenditure	7,840	7,850	7,860
Supplies & Services			
Advertising/Promotions/Marketing	29,850	29,850	29,850
Communications & Computing	3,020	3,020	3,020
Contributions to Provisions	910	910	910
Equipment, Furniture & Materials	1,250	1,250	1,250
Expenses	1,090	1,090	1,090
Hospitality	200	200	200
Miscellaneous Expenses	(1,060)	(1,060)	(1,060)
Printing, Stationery & General Expenses	100	100	100
Professional Fees	200	200	200
Total Expenditure	<u>224,970</u>	<u>230,460</u>	<u>234,970</u>
Controllable Expenditure	<u>224,970</u>	<u>230,460</u>	<u>234,970</u>
Non-Controllable Expenditure			
Employee Expenses	1,890	1,920	1,950
Supplies & Services			
Communications & Computing	63,350	64,270	65,370
Printing, Stationery & General Expenses	100	100	100
Support Services			
Departmental	3,500	3,580	3,660
Property Management	13,400	13,680	14,030
Strategic Management	3,880	3,970	4,060
Support Services	15,700	14,380	14,700
Total Expenditure	<u>101,820</u>	<u>101,900</u>	<u>103,870</u>
Total Income	<u>(326,790)</u>	<u>(332,360)</u>	<u>(338,840)</u>
Non-Controllable Expenditure	<u>(224,970)</u>	<u>(230,460)</u>	<u>(234,970)</u>
Leisure, Planning & Marketing Net Expenditure	<u>-</u>	<u>-</u>	<u>-</u>

Leisure and Culture Portfolio

Events

Norman Jones

DESCRIPTION

This budget is used to deliver the annual programme of community events managed by the Leisure and Culture team. These well established events continue to grow in popularity and are extremely well received by both the residents and visitors to Stafford borough. The various events have a positive impact on the local economy and footfall in the town centre, parks and heritage sites on event days. As well as providing opportunities for people to lead healthy and active lifestyles.

Examples of the community events include: the Stafford Half Marathon and Fun Run; Stafford Festival Party in the Park family fun day and Live at the Castle music event; and the Christmas Switch on Show, attracting an estimated 10,000 event visitors to the town centre. A sister event to the successful Stafford Half Marathon, the Stafford 10K running event, is being added to the annual community events programme in the autumn.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

1.0 Leisure Events

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0600 Leisure Events

Leisure and Culture Portfolio

Events

	Norman Jones	Indicative	
	Original 2017-2018 £	Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Employee Expenses	46,400	47,480	48,570
Transport Related Expenditure	2,070	2,110	2,150
Supplies & Services			
Advertising/Promotions/Marketing	70,750	70,750	70,750
Communications & Computing	1,310	1,310	1,310
Contributions to Provisions	370	370	370
Miscellaneous Expenses	(1,550)	(1,550)	(1,550)
Professional Fees	39,300	39,300	39,300
Total Expenditure	158,650	159,770	160,900
Total Income	(88,130)	(89,490)	(90,680)
Controllable Expenditure	70,520	70,280	70,220
Non-Controllable Expenditure			
Employee Expenses	460	470	480
Supplies & Services			
Printing, Stationery & General Expenses	70	70	70
Support Services			
Central Expenses	1,910	1,930	1,970
Departmental	46,440	47,110	47,950
Strategic Management	5,050	5,130	5,240
Support Services	12,810	12,940	13,230
Total Expenditure	66,740	67,650	68,940
Non-Controllable Expenditure	66,740	67,650	68,940
Events Net Expenditure	137,260	137,930	139,160

Leisure and Culture Portfolio

Leisure Section

Norman Jones

DESCRIPTION

The budget for this service covers the administrative costs of running the leisure section, some of which are later recharged over the other budgets within the Leisure Portfolio as appropriate.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

3.0 Leisure Section

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0602 Leisure Section

Leisure and Culture Portfolio

Leisure Section

	Norman Jones	Indicative	
	Original 2017-2018 £	Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Employee Expenses	120,970	124,780	127,840
Transport Related Expenditure	10,670	10,760	10,850
Supplies & Services			
Clothes, Uniform & Laundry	1,760	1,760	1,760
Communications & Computing	3,100	3,100	3,100
Contributions to Provisions	470	470	470
Equipment, Furniture & Materials	1,950	1,950	1,950
Expenses	50	50	50
Grants & Subscriptions	8,340	8,340	8,340
Legal Costs	400	400	400
Miscellaneous Expenses	(470)	(470)	(470)
Printing, Stationery & General Expenses	2,400	2,400	2,400
Total Expenditure	<u>149,640</u>	<u>153,540</u>	<u>156,690</u>
Total Income	<u>(37,560)</u>	<u>(37,680)</u>	<u>(37,800)</u>
Controllable Expenditure	<u>112,080</u>	<u>115,860</u>	<u>118,890</u>
Non-Controllable Expenditure			
Employee Expenses	1,430	1,450	1,470
Supplies & Services			
Communications & Computing	3,640	3,690	3,740
Printing, Stationery & General Expenses	180	180	180
Support Services			
Departmental	16,490	16,810	17,160
Property Management	21,770	22,200	22,750
Strategic Management	2,290	2,350	2,410
Support Services	16,200	16,460	16,810
Total Expenditure	<u>62,000</u>	<u>63,140</u>	<u>64,520</u>
Total Income	<u>(174,080)</u>	<u>(179,000)</u>	<u>(183,410)</u>
Non-Controllable Expenditure	<u>(112,080)</u>	<u>(115,860)</u>	<u>(118,890)</u>
Leisure Section Net Expenditure	<u>-</u>	<u>-</u>	<u>-</u>

Leisure and Culture Portfolio
Sports, Health, Physical Development
Norman Jones

DESCRIPTION

This budget is used to widen the sport and physical activity opportunities that are available to people within the Borough. It creates development pathways for individuals to progress in their chosen sport and physical activity programmes whilst supporting the Council's Health and Wellbeing agenda. This is achieved through a variety of strands and projects with key partners. The budget is also used to support and strengthen links with the local sporting infrastructure through the development of a network of clubs and coaches.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

3.0 Sports Development

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0601 Sports Development

Leisure and Culture Portfolio
Sports, Health, Physical Development

	Norman Jones		
	Original 2017-2018 £	Indicative Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Employee Expenses	111,900	114,330	116,590
Premises Related Expenditure			
Rents	7,050	7,190	7,330
Transport Related Expenditure	5,890	5,960	6,030
Supplies & Services			
Advertising/Promotions/Marketing	5,810	5,810	5,810
Clothes, Uniform & Laundry	1,000	1,000	1,000
Communications & Computing	1,670	1,670	1,670
Contributions to Provisions	880	880	880
Equipment, Furniture & Materials	5,000	5,000	5,000
Expenses	170	170	170
Miscellaneous Expenses	(610)	(610)	(610)
Professional Fees	14,030	14,030	14,030
Total Expenditure	<u>152,790</u>	<u>155,430</u>	<u>157,900</u>
Total Income	<u>(29,330)</u>	<u>(29,860)</u>	<u>(30,460)</u>
Controllable Expenditure	<u>123,460</u>	<u>125,570</u>	<u>127,440</u>
Non-Controllable Expenditure			
Employee Expenses	1,430	1,450	1,470
Supplies & Services			
Communications & Computing	6,450	6,540	6,650
Printing, Stationery & General Expenses	50	50	50
Support Services			
Central Expenses	2,460	2,500	2,550
Departmental	36,280	36,950	37,690
Property Management	11,110	11,320	11,600
Strategic Management	6,740	6,850	7,000
Support Services	10,560	10,520	10,760
Total Expenditure	<u>75,080</u>	<u>76,180</u>	<u>77,770</u>
Non-Controllable Expenditure	<u>75,080</u>	<u>76,180</u>	<u>77,770</u>
Sports, Health, Physical Development Net Expenditure	<u>198,540</u>	<u>201,750</u>	<u>205,210</u>

Leisure and Culture Portfolio

Stafford Leisure Centre

Norman Jones

DESCRIPTION

Stafford Leisure Centre opened its doors in April 2008. The complex is home to an impressive eight lane 25-metre swimming pool, a teaching pool with state of the art retractable floor, a main gym housing up to 100 pieces of equipment, My Ride Studio - virtual Instructor led group cycle studio, a multi-purpose fitness studio, Body tonic beauty suite and massage, squash courts, a four-court sports hall, a training suite available for a range of courses and room hire.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

15.5 SLC - Management & Administration
2.0 SLC - Dryside
15.5 SLC - Wetside
6.6 SLC - Momentum Gym
1.3 SLC - Fitness (Classes)
2.8 SLC - Beauty Suite

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0710 SLC - Management & Administration
0711 SLC - Dryside
0712 SLC - Wetside
0713 SLC - Momentum Gym
0714 SLC - Fitness (Classes)
0715 SLC - Beauty Suite

Leisure and Culture Portfolio

Stafford Leisure Centre

	Norman Jones	Indicative	
	Original 2017-2018 £	Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Employee Expenses	1,229,760	1,257,100	1,289,940
Premises Related Expenditure			
Cleaning & Domestic Supplies	12,100	12,100	12,100
Energy Costs	177,500	181,050	184,680
Rates	170,150	163,780	157,080
Repairs & Maintenance - Buildings	61,160	62,380	63,630
Water Services	56,400	57,530	58,680
Transport Related Expenditure	3,720	3,790	3,860
Supplies & Services			
Advertising/Promotions/Marketing	19,100	19,100	19,100
Bank Charges	6,440	6,570	6,700
Clothes, Uniform & Laundry	5,170	5,170	5,170
Communications & Computing	18,470	18,470	18,470
Contributions to Provisions	59,510	59,510	59,510
Equipment, Furniture & Materials	77,930	77,930	77,930
Hospitality	500	500	500
Licences	25,500	25,500	25,500
Miscellaneous Expenses	(4,020)	(4,020)	(4,020)
Printing, Stationery & General Expenses	6,360	6,360	6,360
Professional Fees	2,960	2,960	2,960
Refuse Disposal/Collections	4,000	4,080	4,160
Security Services	3,380	3,450	3,520
Third Party Payments	10,130	10,250	10,380
Total Expenditure	1,946,220	1,973,560	2,006,210
Total Income	(1,629,090)	(1,824,970)	(1,842,890)
Controllable Expenditure	317,130	148,590	163,320
Non-Controllable Expenditure			
Employee Expenses	21,570	22,030	22,510
Premises Related Expenditure			
Premises Insurance	11,510	11,740	11,980
Repairs & Maintenance - Grounds	7,680	7,680	7,680
Supplies & Services			
Communications & Computing	47,630	48,330	49,030
Insurances	5,720	5,740	5,860
Printing, Stationery & General Expenses	1,070	1,090	1,150
Support Services			
Central Expenses	10,970	11,090	11,360
Departmental	35,510	36,270	37,070
Property Management	10,420	10,610	10,870
Strategic Management	56,240	57,430	58,890
Support Services	110,550	110,440	112,980
Depreciation & Impairment Losses	310,300	310,300	310,300
Total Expenditure	629,170	632,750	639,680
Non-Controllable Expenditure	629,170	632,750	639,680
Stafford Leisure Centre Net Expenditure	946,300	781,340	803,000

Leisure and Culture Portfolio

Alleynes Sports Centre

Norman Jones

DESCRIPTION

Alleynes Sports Centre is a dual-use facility for both Alleynes Academy pupils and the surrounding catchments area. Originally built in 1970, considerable refurbishment and extension work to the sporting and recreational facilities was completed in 2006 at a cost of £1.5m. The facility has been fitted out with an extensive range of equipment, and there is a diverse programme of activities to suit all ages and tastes that is continually being reviewed and developed.

The outside facilities comprise a full sized floodlit synthetic pitch, a range of grass pitches and tennis courts.

The indoor facilities include a 25m six-lane swimming pool, a four badminton court sports hall, two glass backed squash courts, a coach education suite, and a small meeting room.

All of the sports facilities have individual changing accommodation.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

11.7 Alleynes Sports Centre

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0625 Alleynes Sports Centre

Leisure and Culture Portfolio

Alleyes Sports Centre

	Norman Jones	Indicative	
	Original 2017-2018 £	Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Employee Expenses	250,650	256,640	263,190
Premises Related Expenditure			
Cleaning & Domestic Supplies	12,480	12,480	12,480
Energy Costs	55,690	56,810	57,950
Premises Insurance	5,120	5,120	5,120
Rates	6,350	6,480	6,610
Repairs & Maintenance - Buildings	26,890	27,430	27,980
Water Services	10,400	10,610	10,820
Transport Related Expenditure	1,190	1,210	1,230
Supplies & Services			
Advertising/Promotions/Marketing	800	800	800
Bank Charges	3,080	3,140	3,200
Catering	12,420	12,420	12,420
Clothes, Uniform & Laundry	2,130	2,130	2,130
Communications & Computing	1,660	1,660	1,660
Contributions to Provisions	2,950	2,950	2,950
Equipment, Furniture & Materials	20,740	20,740	20,740
Licences	980	980	980
Miscellaneous Expenses	(1,000)	(1,000)	(1,000)
Printing, Stationery & General Expenses	880	880	880
Professional Fees	550	550	550
Refuse Disposal/Collections	1,500	1,500	1,500
Security Services	1,230	1,260	1,290
Total Expenditure	<u>416,690</u>	<u>424,790</u>	<u>433,480</u>
Total Income	<u>(281,230)</u>	<u>(286,830)</u>	<u>(292,560)</u>
Controllable Expenditure	<u>135,460</u>	<u>137,960</u>	<u>140,920</u>
Non-Controllable Expenditure			
Employee Expenses	5,400	5,500	5,600
Premises Related Expenditure			
Repairs & Maintenance - Grounds	840	840	840
Supplies & Services			
Communications & Computing	13,100	13,290	13,520
Insurances	680	690	710
Printing, Stationery & General Expenses	50	50	50
Support Services			
Central Expenses	5,650	5,720	5,830
Departmental	17,910	18,280	18,670
Strategic Management	17,840	18,160	18,560
Support Services	39,310	38,550	39,400
Total Expenditure	<u>100,780</u>	<u>101,080</u>	<u>103,180</u>
Non-Controllable Expenditure	<u>100,780</u>	<u>101,080</u>	<u>103,180</u>
Alleyes Sports Centre Net Expenditure	<u>236,240</u>	<u>239,040</u>	<u>244,100</u>

Leisure and Culture Portfolio
Westbridge Park Fitness Centre
Norman Jones

DESCRIPTION

Westbridge Park Fitness Centre was refurbished in 2010 into an up to date fitness suite with aerobics room.

Westbridge offers both 'pay as you go' and monthly direct debit membership. It runs both the cardiac rehabilitation and GP referral schemes.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

7.5 Westbridge Park Fitness Centre

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0666 Westbridge Park Fitness Centre

Leisure and Culture Portfolio
Westbridge Park Fitness Centre

	Norman Jones		Indicative	
	Original 2017-2018 £	Original 2018-2019 £	Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure				
Employee Expenses	208,790	213,490		219,920
Premises Related Expenditure				
Cleaning & Domestic Supplies	4,000	4,000		4,000
Energy Costs	15,900	16,220		16,550
Rates	21,100	24,460		24,930
Repairs & Maintenance - Buildings	16,670	17,000		17,340
Water Services	2,640	2,690		2,740
Transport Related Expenditure	570	580		590
Supplies & Services				
Advertising/Promotions/Marketing	5,600	5,600		5,600
Bank Charges	400	410		420
Clothes, Uniform & Laundry	1,100	1,100		1,100
Communications & Computing	1,880	1,880		1,880
Contributions to Provisions	1,200	1,200		1,200
Equipment, Furniture & Materials	15,450	15,450		15,450
Licences	5,940	5,940		5,940
Miscellaneous Expenses	(1,000)	(1,000)		(1,000)
Other Fees	40	40		40
Printing, Stationery & General Expenses	720	720		720
Professional Fees	4,500	4,500		4,500
Refuse Disposal/Collections	620	620		620
Security Services	1,130	1,150		1,170
Third Party Payments	7,760	7,920		8,080
Total Expenditure	<u>315,010</u>	<u>323,970</u>		<u>331,790</u>
Total Income	<u>(321,140)</u>	<u>(383,880)</u>		<u>(439,340)</u>
Controllable Expenditure	<u>(6,130)</u>	<u>(59,910)</u>		<u>(107,550)</u>
Non-Controllable Expenditure				
Employee Expenses	3,610	3,670		3,730
Premises Related Expenditure				
Premises Insurance	930	950		960
Repairs & Maintenance - Grounds	1,990	1,990		1,990
Supplies & Services				
Communications & Computing	15,440	15,660		15,920
Insurances	1,280	1,300		1,330
Support Services				
Central Expenses	5,320	5,390		5,500
Departmental	20,170	20,590		21,030
Property Management	10,580	10,820		11,070
Strategic Management	15,020	15,280		15,620
Support Services	21,460	21,510		22,000
Depreciation & Impairment Losses	16,970	16,970		16,970
Total Expenditure	<u>112,770</u>	<u>114,130</u>		<u>116,120</u>
Non-Controllable Expenditure	<u>112,770</u>	<u>114,130</u>		<u>116,120</u>
Westbridge Park Fitness Centre Net Expenditure	<u>106,640</u>	<u>54,220</u>		<u>8,570</u>

Leisure and Culture Portfolio

Parks & Open Spaces

Norman Jones

DESCRIPTION

This budget is targeted at the development, management and maintenance of Parks and Open Spaces across the Borough through the Parks and Open Space team. This encompasses the development of Destination Parks such as award-winning Victoria Park and Wildwood Park at the vast range of sporting and recreational facilities such as 3G and grass pitches, bowling greens, tennis courts and play areas etc.

Staffing costs associated with providing an onsite supervision at Rowley Park, Victoria Park and Stonefield Park is included within this budget and for Wildwood Park on a seasonal basis (April-September).

This budget is also used for marketing and promoting the importance of the Parks and Green Spaces for general physical and mental wellbeing which supports the Council's Health & Wellbeing agenda.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

9.4 Parks & Open Spaces

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0627 Frank Jordan Community Centre
(capital charges only)

0628 Parks and Open Spaces

Leisure and Culture Portfolio

Parks & Open Spaces

	Norman Jones	Indicative	
	Original 2017-2018 £	Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Employee Expenses	295,460	302,760	310,380
Premises Related Expenditure			
Cleaning & Domestic Supplies	3,700	3,700	3,700
Energy Costs	41,020	41,920	42,850
Premises Insurance	2,000	2,060	2,120
Rates	7,550	7,890	8,330
Rents	1,090	1,110	1,130
Repairs & Maintenance - Buildings	88,630	90,400	92,210
Repairs & Maintenance - Grounds	248,960	253,940	259,020
Repairs & Maintenance - Other	37,820	37,820	37,820
Water Services	26,000	26,540	27,090
Transport Related Expenditure	5,550	5,600	5,650
Supplies & Services			
Advertising/Promotions/Marketing	10,400	10,490	10,570
Catering	12,000	12,000	12,000
Clothes, Uniform & Laundry	2,000	2,000	2,000
Communications & Computing	3,390	3,430	3,470
Contributions to Provisions	41,290	41,290	41,290
Equipment, Furniture & Materials Expenses	56,980	57,190	57,420
Expenses	60	60	60
Grants & Subscriptions	180	180	180
Licences	(760)	(760)	(760)
Miscellaneous Expenses	(2,550)	(2,550)	(2,550)
Printing, Stationery & General Expenses	250	250	250
Professional Fees	8,750	8,860	8,880
Refuse Disposal/Collections	110	110	110
Total Expenditure	889,880	906,290	923,220
Total Income	(272,550)	(278,960)	(285,540)
Controllable Expenditure	617,330	627,330	637,680
Non-Controllable Expenditure			
Employee Expenses	4,560	4,650	4,730
Premises Related Expenditure			
Premises Insurance	2,930	2,990	3,050
Repairs & Maintenance - Grounds	194,350	194,350	194,350
Transport Related Expenditure	860	880	900
Supplies & Services			
Communications & Computing	7,180	7,280	7,400
Printing, Stationery & General Expenses	50	50	50
Support Services			
Central Expenses	15,240	15,440	15,750
Departmental	174,650	179,210	183,440
Property Management	14,370	14,690	15,030
Strategic Management	33,510	34,020	34,750
Support Services	54,500	54,700	55,950
Depreciation & Impairment Losses	414,110	414,110	414,110
Total Expenditure	916,310	922,370	929,510
Non-Controllable Expenditure	916,310	922,370	929,510
Parks & Open Spaces Net Expenditure	1,533,640	1,549,700	1,567,190

Leisure and Culture Portfolio

Allotments

Howard Thomas

DESCRIPTION

Stafford Borough Council is the owner or tenant of land for cultivation as allotment plots at twenty sites in Stafford. Members of the Sub-Committee of the Stafford Borough Horticultural Committee, acting as trustees, entered into an agreement with Stafford Borough Council. This was signed on the 24th November 1998. The allotment plots are controlled and managed by the Trustees, acting as agents for the Council. Each year Stafford Borough Council pays a grant to the Trustees which has increased annually, based on the Government's Retail Price Index. The Council also pays over to the Trustees all licence fees in respect of access rights that have been received by the Council. Rents and water rates are fixed and collected from the tenants of the allotment plots by the Trustees. Maintenance of all fences, hedges and gates surrounding the sites, together with access roads, paths and land drainage ditches are the responsibility of the Trustees.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

Not Applicable

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0634 Allotments

Leisure and Culture Portfolio

Allotments

	Howard Thomas	Indicative	
	Original 2017-2018 £	Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Premises Related Expenditure			
Rates	130	150	160
Rents	990	1,010	1,030
Repairs & Maintenance - Buildings	2,230	2,280	2,330
Supplies & Services			
Grants & Subscriptions	12,520	12,520	12,520
Total Expenditure	<u>15,870</u>	<u>15,960</u>	<u>16,040</u>
Total Income	<u>(1,120)</u>	<u>(1,140)</u>	<u>(1,160)</u>
Controllable Expenditure	<u>14,750</u>	<u>14,820</u>	<u>14,880</u>
Non-Controllable Expenditure			
Premises Related Expenditure			
Repairs & Maintenance - Grounds	7,500	7,500	7,500
Depreciation & Impairment Losses	670	670	670
Total Expenditure	<u>8,170</u>	<u>8,170</u>	<u>8,170</u>
Non-Controllable Expenditure	<u>8,170</u>	<u>8,170</u>	<u>8,170</u>
Allotments Net Expenditure	<u>22,920</u>	<u>22,990</u>	<u>23,050</u>

Leisure and Culture Portfolio

Stafford Gatehouse Theatre

Norman Jones

DESCRIPTION

Stafford Gatehouse Theatre is an important town centre venue that aims to deliver a high quality and diverse programme of professional and amateur performing arts in both the main house and MET studio space. Participation, learning and fun is encouraged through Theatre events and the Youth Theatre and annual Summer School.

There are various cost centres that combine to produce the overall budget:

Stafford Gatehouse - staff and premises related expenses;

Gatehouse Cleaning - costs associated with the cleaning of the venue;

Gatehouse Promotions - productions organised/scheduled by the Theatre;

Gatehouse Bar/Catering - provision of bar/brassiere facilities within the Theatre Building;

The Visitor Information Centre is based within the box office area of the Theatre.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

16.0 Stafford Gatehouse

2.4 Gatehouse Cleaning

0.8 Gatehouse Youth Theatre

2.6 Gatehouse Catering

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0636 Stafford Gatehouse

0637 Gatehouse Cleaning

0638 Gatehouse Promotions - Own

0641 Gatehouse Youth Theatre

0658 Tourist Information Centre

0659 Tourist Information Centre - Shop

0662 Gatehouse Catering

Leisure and Culture Portfolio

Stafford Gatehouse Theatre

	Norman Jones	Indicative	
	Original 2017-2018 £	Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Employee Expenses	681,660	695,170	710,330
Premises Related Expenditure			
Cleaning & Domestic Supplies	2,260	2,310	2,360
Energy Costs	51,240	52,260	53,300
Rates	30,170	31,160	32,360
Repairs & Maintenance - Buildings	51,520	52,550	53,600
Repairs & Maintenance - Other	30	30	30
Water Services	10,710	10,920	11,140
Transport Related Expenditure	1,100	1,100	1,100
Supplies & Services			
Advertising/Promotions/Marketing	56,090	56,090	56,090
Bank Charges	11,770	12,000	12,240
Catering	62,250	62,250	62,250
Clothes, Uniform & Laundry	3,310	3,310	3,310
Communications & Computing	29,580	29,580	29,580
Contributions to Provisions	11,050	11,050	11,050
Equipment, Furniture & Materials	34,440	34,440	34,440
Expenses	1,280	1,280	1,280
Hospitality	3,910	3,910	3,910
Licences	10,280	10,280	10,280
Miscellaneous Expenses	22,860	23,220	23,220
Other Fees	1,000	1,000	1,000
Printing, Stationery & General Expenses	6,730	6,730	6,730
Productions	70,610	70,880	70,880
Professional Fees	424,270	430,260	430,260
Refuse Disposal/Collections	4,070	4,070	4,070
Security Services	1,290	1,320	1,350
Total Expenditure	1,583,480	1,607,170	1,626,160
Total Income	(971,520)	(989,950)	(1,009,780)
Controllable Expenditure	611,960	617,220	616,380
Non-Controllable Expenditure			
Employee Expenses	10,770	10,960	11,150
Premises Related Expenditure			
Premises Insurance	5,310	5,420	5,530
Repairs & Maintenance - Grounds	1,410	1,410	1,410
Supplies & Services			
Communications & Computing	37,190	37,730	38,370
Insurances	4,120	4,200	4,280
Printing, Stationery & General Expenses	550	550	550
Support Services			
Central Expenses	8,980	9,110	9,280
Departmental	35,850	36,450	37,130
Property Management	13,270	13,570	13,870
Strategic Management	33,580	34,220	35,000
Support Services	86,150	85,460	87,410
Depreciation & Impairment Losses	114,910	114,910	114,910
Total Expenditure	352,090	353,990	358,890
Non-Controllable Expenditure	352,090	353,990	358,890
Stafford Gatehouse Theatre Net Expenditure	964,050	971,210	975,270

Leisure and Culture Portfolio

Shakespeare

Norman Jones

DESCRIPTION

This income and expenditure relates to Stafford Festival Shakespeare which is a prestigious annual open air event held over two weeks during June/July at Stafford Castle. The event is produced by The Gatehouse Theatre.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

Not Applicable

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0705 Shakespeare 2016/17

0645 Shakespeare 2017/18

Leisure and Culture Portfolio

Shakespeare

Norman Jones

	Indicative		
	Original 2017-2018 £	Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Employee Expenses	12,000	12,000	12,000
Supplies & Services			
Advertising/Promotions/Marketing	14,000	14,000	14,000
Hospitality	500	500	500
Productions	163,300	163,300	163,300
Security Services	12,240	12,490	12,740
Total Expenditure	<u>202,040</u>	<u>202,290</u>	<u>202,540</u>
Total Income	<u>(165,740)</u>	<u>(168,950)</u>	<u>(172,230)</u>
Controllable Expenditure	<u>36,300</u>	<u>33,340</u>	<u>30,310</u>
Non-Controllable Expenditure			
Support Services			
Central Expenses	2,820	2,860	2,920
Departmental	580	590	600
Strategic Management	7,170	7,280	7,430
Support Services	3,370	3,440	3,510
Total Expenditure	<u>13,940</u>	<u>14,170</u>	<u>14,460</u>
Non-Controllable Expenditure	<u>13,940</u>	<u>14,170</u>	<u>14,460</u>
Shakespeare Net Expenditure	<u>50,240</u>	<u>47,510</u>	<u>44,770</u>

Leisure and Culture Portfolio

Ancient High House

Norman Jones

DESCRIPTION

The Ancient High House, built in 1595, is the largest timber framed town house in England. It is now a Nationally Accredited Museum that reflects the history of the site and which also offers a range of educational activities, special exhibitions and events. The High House Shop budget encompasses the retail provision within the building, providing a range of gifts related to the site and to Stafford.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

5.4 Ancient High House

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0648 High House - General

0649 High House - Shop

Leisure and Culture Portfolio

Ancient High House

	Norman Jones	Indicative	
	Original 2017-2018 £	Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Employee Expenses	133,720	137,410	140,750
Premises Related Expenditure			
Cleaning & Domestic Supplies	520	530	540
Energy Costs	4,100	4,180	4,260
Rates	14,260	15,350	15,650
Repairs & Maintenance - Buildings	9,650	9,840	10,040
Water Services	1,290	1,320	1,350
Transport Related Expenditure	2,360	2,410	2,460
Supplies & Services			
Advertising/Promotions/Marketing	6,090	6,090	6,090
Bank Charges	1,100	1,120	1,140
Catering	4,790	4,790	4,790
Cleaning	14,130	14,410	14,700
Clothes, Uniform & Laundry	100	100	100
Communications & Computing	1,600	1,600	1,600
Contributions to Provisions	1,650	1,650	1,650
Equipment, Furniture & Materials	5,250	5,260	5,270
Expenses	150	150	150
Floral Work	40	40	40
Grants & Subscriptions	440	440	440
Licences	150	150	150
Miscellaneous Expenses	(360)	(360)	(360)
Printing, Stationery & General Expenses	990	990	990
Refuse Disposal/Collections	1,150	1,150	1,150
Security Services	500	510	520
Total Expenditure	203,670	209,130	213,470
Total Income	(25,560)	(26,010)	(26,460)
Controllable Expenditure	178,110	183,120	187,010
Non-Controllable Expenditure			
Employee Expenses	2,600	2,650	2,700
Premises Related Expenditure			
Premises Insurance	2,030	2,070	2,110
Supplies & Services			
Communications & Computing	15,400	15,610	15,860
Insurances	110	110	110
Printing, Stationery & General Expenses	450	450	450
Support Services			
Central Expenses	3,740	3,790	3,860
Departmental	36,750	37,340	38,040
Property Management	8,680	8,870	9,070
Strategic Management	10,900	11,090	11,330
Support Services	16,580	16,600	16,970
Depreciation & Impairment Losses	19,340	19,340	19,340
Total Expenditure	116,580	117,920	119,840
Non-Controllable Expenditure	116,580	117,920	119,840
Ancient High House Net Expenditure	294,690	301,040	306,850

Leisure and Culture Portfolio

Broadeye Windmill

Norman Jones

DESCRIPTION

Broadeye Windmill is a Grade II listed building built using stone reclaimed from the Elizabethan Town Hall in Market Square when the Shire Hall was built in 1794.

Stafford Borough Council own the freehold of the site with Broadeye Windmill (Stafford) Ltd, a non profit making company, holding a 25 year lease (from 2005).

The budget encompasses the maintenance of the Windmill.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

Not Applicable

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0656 Broad Eye Windmill

Leisure and Culture Portfolio

Broadeye Windmill

	Norman Jones	Indicative	
	Original 2017-2018 £	Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Premises Related Expenditure			
Energy Costs	1,120	1,140	1,160
Repairs & Maintenance - Buildings	540	550	560
Water Services	100	100	100
Supplies & Services			
Contributions to Provisions	70	70	70
Total Expenditure	<u>1,830</u>	<u>1,860</u>	<u>1,890</u>
Controllable Expenditure	<u>1,830</u>	<u>1,860</u>	<u>1,890</u>
Non-Controllable Expenditure			
Support Services			
Support Services	80	80	80
Total Expenditure	<u>80</u>	<u>80</u>	<u>80</u>
Non-Controllable Expenditure	<u>80</u>	<u>80</u>	<u>80</u>
Broadeye Windmill Net Expenditure	<u>1,910</u>	<u>1,940</u>	<u>1,970</u>

Leisure and Culture Portfolio

Izaak Walton Cottage

Norman Jones

DESCRIPTION

Situated in Shallowford just outside Stafford this property was once owned by Izaak Walton, Stafford's most famous son, who wrote 'The Compleat Angler'. The site is now a Nationally Accredited Museum and presents a view of life in Izaak's time and exhibits a range of angling material.

A programme of events is organised annually.

The Izaak Walton Shop budget encompasses the retail provision within the Cottage providing a small range of site related giftware and publications.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

Not Applicable

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0650 Izaak Walton Cottage

0651 Izaak Walton Cottage - Shop

Leisure and Culture Portfolio

Izaak Walton Cottage

	Norman Jones	Indicative	
	Original 2017-2018 £	Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Employee Expenses	2,000	2,000	2,000
Premises Related Expenditure			
Energy Costs	1,260	1,290	1,320
Rates	490	500	510
Repairs & Maintenance - Buildings	8,070	8,230	8,400
Water Services	150	150	150
Supplies & Services			
Advertising/Promotions/Marketing	460	460	460
Catering	400	400	400
Cleaning	790	810	830
Clothes, Uniform & Laundry	50	50	50
Communications & Computing	370	370	370
Contributions to Provisions	160	160	160
Equipment, Furniture & Materials	270	270	270
Licences	150	150	150
Miscellaneous Expenses	(70)	(70)	(70)
Security Services	410	420	430
Total Expenditure	<u>14,960</u>	<u>15,190</u>	<u>15,430</u>
Total Income	<u>(2,840)</u>	<u>(2,870)</u>	<u>(2,900)</u>
Controllable Expenditure	<u>12,120</u>	<u>12,320</u>	<u>12,530</u>
Non-Controllable Expenditure			
Premises Related Expenditure			
Premises Insurance	270	280	290
Repairs & Maintenance - Grounds	6,180	6,180	6,180
Support Services			
Central Expenses	650	650	670
Departmental	12,130	12,350	12,580
Property Management	3,520	3,600	3,680
Strategic Management	1,110	1,120	1,140
Support Services	1,810	1,800	1,850
Depreciation & Impairment Losses	<u>3,060</u>	<u>3,060</u>	<u>3,060</u>
Total Expenditure	<u>28,730</u>	<u>29,040</u>	<u>29,450</u>
Non-Controllable Expenditure	<u>28,730</u>	<u>29,040</u>	<u>29,450</u>
Izaak Walton Cottage Net Expenditure	<u>40,850</u>	<u>41,360</u>	<u>41,980</u>

Leisure and Culture Portfolio

Stafford Castle

Norman Jones

DESCRIPTION

Stafford Castle has dominated the town's skyline for over 900 years. It is a Scheduled Ancient Monument and as such is a site of national importance. The overall site covers 26 acres and contains a Visitor Centre, which is a Nationally Accredited Museum providing an insight into the exciting and interesting history of the Castle. An annual programme of educational activities and events are organised each year.

There are various budgets that combine to produce the overall budget:

Castle Amenity - this covers the running costs associated with managing the site;

Castle Promotions - this provides for event organisation on site;

Castle Shop - this encompasses the retail provision within the Visitor Centre, providing gifts associated with the site in addition to a wide range of publications;

Castle Historical Monument - this relates to expenditure used to maintain the actual monument itself.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

Not Applicable

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0652 Castle - Amenity

0653 Castle - Promotions

0654 Castle - Shop

0655 Castle - Historical Monuments

Leisure and Culture Portfolio

Stafford Castle

	Norman Jones	Indicative	
	Original 2017-2018 £	Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Employee Expenses	24,630	24,630	24,630
Premises Related Expenditure			
Energy Costs	2,960	3,020	3,080
Rates	3,650	3,000	3,050
Rents	1,560	1,590	1,620
Repairs & Maintenance - Buildings	12,100	12,340	12,590
Repairs & Maintenance - Other	3,000	3,000	3,000
Water Services	900	920	940
Supplies & Services			
Advertising/Promotions/Marketing	9,420	9,420	9,420
Catering	6,120	6,120	6,120
Cleaning	8,610	8,780	8,960
Clothes, Uniform & Laundry	260	260	260
Communications & Computing	1,200	1,200	1,200
Contributions to Provisions	370	370	370
Equipment, Furniture & Materials	4,630	4,630	4,630
Expenses	50	50	50
Licences	150	150	150
Miscellaneous Expenses	300	300	300
Printing, Stationery & General Expenses	340	340	340
Refuse Disposal/Collections	800	800	800
Security Services	11,080	11,300	11,530
Total Expenditure	92,130	92,220	93,040
Total Income	(28,340)	(28,900)	(29,420)
Controllable Expenditure	63,790	63,320	63,620
Non-Controllable Expenditure			
Premises Related Expenditure			
Premises Insurance	220	230	230
Repairs & Maintenance - Grounds	9,880	9,880	9,880
Supplies & Services			
Communications & Computing	180	180	180
Insurances	110	110	110
Printing, Stationery & General Expenses	240	240	240
Support Services			
Central Expenses	870	890	910
Departmental	34,560	35,110	35,750
Property Management	7,040	7,200	7,360
Strategic Management	6,090	6,210	6,340
Support Services	6,530	6,410	6,570
Depreciation & Impairment Losses	9,180	9,180	9,180
Total Expenditure	74,900	75,640	76,750
Non-Controllable Expenditure	74,900	75,640	76,750
Stafford Castle Net Expenditure	138,690	138,960	140,370

Leisure and Culture Portfolio

Tourism

Norman Jones

DESCRIPTION

Tourism has the responsibility for promoting the Borough to all visitors. This is achieved through for example: Partnership working (Staffordshire Wide Destination Management Partnership), the production of promotional material, and support to the visitors Service Team.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

1.0 Tourism Section

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0646 Stafford Tourism

0647 Tourism Section

Leisure and Culture Portfolio

Tourism

	Norman Jones	Indicative	
	Original 2017-2018 £	Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Employee Expenses	50,970	52,230	53,520
Transport Related Expenditure	2,120	2,160	2,200
Supplies & Services			
Advertising/Promotions/Marketing	3,160	3,160	3,160
Communications & Computing	3,800	3,800	3,800
Contributions to Provisions	880	880	880
Equipment, Furniture & Materials Expenses	1,270	1,270	1,270
Grants & Subscriptions	540	540	540
Miscellaneous Expenses	10,000	10,000	10,000
Printing, Stationery & General Expenses	(860)	(860)	(860)
Professional Fees	1,890	1,890	1,890
Total Expenditure	<u>74,160</u>	<u>75,460</u>	<u>76,790</u>
Controllable Expenditure	<u>74,160</u>	<u>75,460</u>	<u>76,790</u>
Non-Controllable Expenditure			
Employee Expenses	460	470	480
Supplies & Services			
Communications & Computing	1,120	1,130	1,150
Printing, Stationery & General Expenses	10	10	10
Support Services			
Central Expenses	940	940	960
Departmental	13,150	13,360	13,610
Property Management	4,690	4,790	4,900
Strategic Management	2,440	2,480	2,530
Support Services	6,090	6,200	6,340
Total Expenditure	<u>28,900</u>	<u>29,380</u>	<u>29,980</u>
Total Income	<u>(52,490)</u>	<u>(53,430)</u>	<u>(54,440)</u>
Non-Controllable Expenditure	<u>(23,590)</u>	<u>(24,050)</u>	<u>(24,460)</u>
Tourism Net Expenditure	<u>50,570</u>	<u>51,410</u>	<u>52,330</u>

Planning and Regeneration Portfolio

Summary

	Page No	Indicative		
		Original 2017-2018 £	Original 2018-2019 £	Original 2019-2020 £
Management and Support	PR 02 - PR 03	433,550	443,690	450,670
Building Control	PR 04 - PR 05	124,260	126,330	129,520
Development Management	PR 06 - PR 07	58,090	73,740	86,100
Forward Planning	PR 08 - PR 09	286,830	308,580	314,810
Land Charges - Local Searches	PR 10 - PR 11	(13,820)	(12,870)	(11,840)
Off Street Parking Services	PR 12 - PR 13	(963,350)	(931,700)	(907,240)
Land & Properties	PR 14 - PR 15	13,810	14,490	15,150
Economic Development	PR 16 - PR 17	229,780	234,320	238,500
Borough Markets	PR 18 - PR 19	7,510	7,310	9,090
Controllable Expenditure		176,660	263,890	324,760
Management and Support	PR 02 - PR 03	(348,940)	(356,160)	(361,370)
Building Control	PR 04 - PR 05	91,050	91,840	93,880
Development Management	PR 06 - PR 07	776,650	793,430	808,090
Forward Planning	PR 08 - PR 09	58,780	56,760	58,130
Land Charges - Local Searches	PR 10 - PR 11	78,810	79,700	81,110
Off Street Parking Services	PR 12 - PR 13	367,020	369,240	375,770
Land & Properties	PR 14 - PR 15	83,110	83,680	84,320
Economic Development	PR 16 - PR 17	106,820	106,740	108,870
Borough Markets	PR 18 - PR 19	142,660	143,640	145,590
Non-Controllable Expenditure		1,355,960	1,368,870	1,394,390
		1,532,620	1,632,760	1,719,150

Planning and Regeneration Portfolio

Management and Support

Richard Lawrence

DESCRIPTION

This service includes:

The Head of Economic Development and Planning;

The Planning Support Team provides all of the administration and technical expertise for Development Management and is the contact point for all customer planning queries. It includes the street naming and numbering function;

Tree Preservation Orders (TPO) give legal protection to trees or woodlands. A TPO makes carrying out works without written consent of the authority a criminal offence. There are over 500 TPO's. Each year we process around 200 applications for works on protected trees, which includes notifications of works on trees in Conservation Areas.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

9.0 Planning Support Team

1.0 Head of Planning & Regeneration

1.0 Tree Officer

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0900 Planning Support Team

0904 Head of Economic Development and Planning

0911 Tree Preservation Orders

Planning and Regeneration Portfolio

Management and Support

	Richard Lawrence		
	Original	Indicative	
	2017-2018	Original	Original
	£	2018-2019	2019-2020
	£	£	£
Controllable Expenditure			
Employee Expenses	379,700	391,080	399,630
Transport Related Expenditure	8,000	8,160	8,320
Supplies & Services			
Advertising/Promotions/Marketing	29,330	29,330	29,330
Clothes, Uniform & Laundry	140	140	140
Communications & Computing	24,820	24,820	24,820
Contributions to Provisions	1,200	1,200	1,200
Equipment, Furniture & Materials	2,670	2,670	2,670
Expenses	1,310	1,310	1,310
Miscellaneous Expenses	(400)	(400)	(400)
Printing, Stationery & General Expenses	10,420	10,420	10,420
Professional Fees	500	500	500
Total Expenditure	<u>457,690</u>	<u>469,230</u>	<u>477,940</u>
Total Income	<u>(24,140)</u>	<u>(25,540)</u>	<u>(27,270)</u>
Controllable Expenditure	<u>433,550</u>	<u>443,690</u>	<u>450,670</u>
Non-Controllable Expenditure			
Employee Expenses	5,140	5,240	5,340
Supplies & Services			
Communications & Computing	71,170	72,190	73,410
Printing, Stationery & General Expenses	700	700	700
Support Services			
Central Expenses	840	860	880
Departmental	31,110	31,680	32,110
Property Management	38,950	39,720	40,710
Strategic Management	11,590	11,850	12,130
Support Services	29,290	28,190	28,840
Total Expenditure	<u>188,790</u>	<u>190,430</u>	<u>194,120</u>
Total Income	<u>(537,730)</u>	<u>(546,590)</u>	<u>(555,490)</u>
Non-Controllable Expenditure	<u>(348,940)</u>	<u>(356,160)</u>	<u>(361,370)</u>
Management and Support Net Expenditure	<u>84,610</u>	<u>87,530</u>	<u>89,300</u>

Planning and Regeneration Portfolio

Building Control

Richard Lawrence

DESCRIPTION

This service is now managed by Cannock Chase District Council as lead authority under a shared service arrangement.

The Building Control Unit is responsible for the enforcement of Building Regulations through a process of plan checking and site inspection. The unit is also responsible for addressing dangerous structures and control of demolition work.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

Not Applicable

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0907 Building Control

Planning and Regeneration Portfolio

Building Control

Richard Lawrence

	Original 2017-2018 £	Indicative Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Supplies & Services			
Communications & Computing	2,230	2,230	2,230
Miscellaneous Expenses	(50)	(50)	(50)
Third Party Payments	122,080	124,150	127,340
Total Expenditure	124,260	126,330	129,520
Controllable Expenditure	124,260	126,330	129,520
Non-Controllable Expenditure			
Employee Expenses	2,130	2,170	2,210
Supplies & Services			
Communications & Computing	8,640	8,740	8,870
Printing, Stationery & General Expenses	1,430	1,430	1,440
Support Services			
Central Expenses	1,540	1,560	1,590
Departmental	3,530	3,580	3,640
Property Management	40,780	41,580	42,610
Strategic Management	15,810	16,160	16,540
Support Services	21,050	20,530	20,970
Total Expenditure	94,910	95,750	97,870
Total Income	(3,860)	(3,910)	(3,990)
Non-Controllable Expenditure	91,050	91,840	93,880
Building Control Net Expenditure	215,310	218,170	223,400

Planning and Regeneration Portfolio

Development Management

Richard Lawrence

DESCRIPTION

This service is responsible for providing advice on planning proposals and the processing of planning applications and other related applications. It is also responsible for the investigation of complaints regarding breaches of planning control and where necessary the taking of enforcement action on planning matters.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

13.0 Development Management

3.0 Development Management Enforcement

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0909 Development Management

0960 Development Management Enforcement

Planning and Regeneration Portfolio

Development Management

	Richard Lawrence	Indicative	
	Original 2017-2018 £	Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Employee Expenses	619,230	640,190	657,680
Transport Related Expenditure	39,280	40,070	40,640
Supplies & Services			
Clothes, Uniform & Laundry	1,000	1,000	1,000
Communications & Computing	1,060	1,060	60
Contributions to Provisions	1,200	1,200	1,200
Expenses	500	500	500
Legal Costs	25,330	25,330	25,330
Miscellaneous Expenses	(1,760)	(1,760)	(1,760)
Printing, Stationery & General Expenses	5,330	5,330	5,830
Professional Fees	25,230	23,230	23,230
Total Expenditure	<u>716,400</u>	<u>736,150</u>	<u>753,710</u>
Total Income	<u>(658,310)</u>	<u>(662,410)</u>	<u>(667,610)</u>
Controllable Expenditure	<u>58,090</u>	<u>73,740</u>	<u>86,100</u>
Non-Controllable Expenditure			
Employee Expenses	8,090	8,220	8,360
Supplies & Services			
Communications & Computing	16,780	16,990	17,240
Printing, Stationery & General Expenses	3,220	3,220	3,230
Support Services			
Central Expenses	14,580	14,780	15,070
Departmental	454,540	465,400	473,120
Property Management	60,710	61,900	63,430
Strategic Management	53,490	54,500	55,740
Support Services	161,190	164,370	167,850
Depreciation & Impairment Losses	4,050	4,050	4,050
Total Expenditure	<u>776,650</u>	<u>793,430</u>	<u>808,090</u>
Non-Controllable Expenditure	<u>776,650</u>	<u>793,430</u>	<u>808,090</u>
Development Management Net Expenditure	<u>834,740</u>	<u>867,170</u>	<u>894,190</u>

Planning and Regeneration Portfolio

Forward Planning

Richard Lawrence

DESCRIPTION

The budget covers the following services:

Forward Planning is responsible for Planning Policy in the Borough including land use monitoring;

Buildings of Historic Interest covers over 800 listed buildings in Stafford Borough. Written Consent is needed to carry out works of alteration to Listed Buildings;

Conservation Areas covers areas of 'special architectural or historic interest, the character or appearance of which it is desirable to preserve or enhance'. There are currently 30 such areas designated in the Borough.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

4.5 Forward Planning

1.0 Conservation Areas

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0912 Forward Planning

0916 Conservation Areas

Planning and Regeneration Portfolio

Forward Planning

Richard Lawrence

	Indicative		
	Original 2017-2018 £	Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Employee Expenses	247,750	249,310	255,430
Transport Related Expenditure	11,340	11,450	11,560
Supplies & Services			
Advertising/Promotions/Marketing	1,300	1,300	1,300
Communications & Computing	13,360	13,840	14,380
Contributions to Provisions	113,030	33,030	33,030
Expenses	600	600	600
Grants & Subscriptions	11,150	11,150	11,150
Local Plan Inquiry	153,000	74,000	69,000
Miscellaneous Expenses	(1,990)	(1,990)	(1,990)
Printing, Stationery & General Expenses	1,960	1,960	1,960
Professional Fees	390	390	390
Total Expenditure	551,890	395,040	396,810
Total Income	(265,060)	(86,460)	(82,000)
Controllable Expenditure	286,830	308,580	314,810
Non-Controllable Expenditure			
Employee Expenses	3,790	3,850	3,910
Supplies & Services			
Communications & Computing	7,080	7,160	7,270
Printing, Stationery & General Expenses	2,130	2,130	2,140
Support Services			
Central Expenses	7,060	7,160	7,310
Departmental	34,430	35,360	36,100
Property Management	17,990	18,340	18,790
Strategic Management	18,230	18,530	18,930
Support Services	32,670	33,080	33,780
Total Expenditure	123,380	125,610	128,230
Total Income	(64,600)	(68,850)	(70,100)
Non-Controllable Expenditure	58,780	56,760	58,130
Forward Planning Net Expenditure	345,610	365,340	372,940

Planning and Regeneration Portfolio

Land Charges - Local Searches

Richard Lawrence

DESCRIPTION

It is a statutory function for the Council to hold a register of local land charges for properties within the Borough. Local Authority searches are co-ordinated and Official Certificates of Search are issued for land searches within Stafford Borough.

There are different levels of service which may be provided.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

1.6 Land Charges - Local Searches

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0932 Land Charges - Local Searches

Planning and Regeneration Portfolio

Land Charges - Local Searches

	Richard Lawrence	Indicative	
	Original 2017-2018 £	Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Employee Expenses	37,980	38,930	39,960
Supplies & Services			
Communications & Computing	70	70	70
Contributions to Provisions	3,080	3,080	3,080
Miscellaneous Expenses	(930)	(930)	(930)
Other Fees	37,300	37,300	37,300
Total Expenditure	<u>77,500</u>	<u>78,450</u>	<u>79,480</u>
Total Income	<u>(91,320)</u>	<u>(91,320)</u>	<u>(91,320)</u>
Controllable Expenditure	<u>(13,820)</u>	<u>(12,870)</u>	<u>(11,840)</u>
Non-Controllable Expenditure			
Employee Expenses	780	790	800
Supplies & Services			
Communications & Computing	2,380	2,410	2,440
Printing, Stationery & General Expenses	490	490	490
Support Services			
Central Expenses	2,630	2,670	2,720
Departmental	34,530	35,200	35,640
Property Management	19,700	20,090	20,590
Strategic Management	5,880	5,970	6,100
Support Services	12,420	12,080	12,330
Total Expenditure	<u>78,810</u>	<u>79,700</u>	<u>81,110</u>
Non-Controllable Expenditure	<u>78,810</u>	<u>79,700</u>	<u>81,110</u>
Land Charges - Local Searches Net Expenditure	<u>64,990</u>	<u>66,830</u>	<u>69,270</u>

Planning and Regeneration Portfolio

Off Street Parking Services

Richard Lawrence

DESCRIPTION

There are 14 car parks in Stafford giving a total of 2,103 spaces being a mixture of short and long stay. There are 5 car parks in Stone giving a total of 259 spaces being a mixture of short and long stay.

We will ensure parking policy interventions are operated effectively and contribute to the wider objectives of transport planning and economic development within the provisions of the relevant legislation.

SBC off street parking enforcement is an outsourced contracted operation which also provides cash collection and banking, ambassadorial roles and environmental crime enforcement actively performed on an advanced planning basis in accordance with Traffic Management Act 2004 and Staffordshire joint parking policy.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

0.8 Off Street Parking Services

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0933 Off Street Parking Services

Planning and Regeneration Portfolio

Off Street Parking Services

	Richard Lawrence		Indicative
	Original 2017-2018 £	Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Employee Expenses	33,570	34,060	34,560
Premises Related Expenditure			
Cleaning & Domestic Supplies	71,000	71,120	71,240
Energy Costs	93,980	94,920	96,820
Rates	327,250	401,630	419,910
Rents	36,630	37,090	37,830
Repairs & Maintenance - Buildings	67,590	68,930	70,300
Repairs & Maintenance - Other	33,680	33,680	33,680
Water Services	8,960	9,140	9,320
Transport Related Expenditure	2,730	2,780	2,830
Supplies & Services			
Advertising/Promotions/Marketing	2,460	2,460	2,460
Bank Charges	6,590	6,720	6,850
Communications & Computing	24,500	24,500	24,500
Contributions to Provisions	1,870	1,870	1,870
Equipment, Furniture & Materials	300	300	300
Licences	100	100	100
Miscellaneous Expenses	(1,110)	(1,110)	(1,110)
Other Fees	462,600	450,000	450,000
Printing, Stationery & General Expenses	9,880	9,880	9,880
Professional Fees	269,550	269,550	269,550
Security Services	20,000	20,400	20,810
Third Party Payments	42,940	43,800	44,680
Total Expenditure	1,515,070	1,581,820	1,606,380
Total Income	(2,478,420)	(2,513,520)	(2,513,620)
Controllable Expenditure	(963,350)	(931,700)	(907,240)
Non-Controllable Expenditure			
Employee Expenses	290	290	300
Premises Related Expenditure			
Repairs & Maintenance - Grounds	50,890	50,890	50,890
Supplies & Services			
Communications & Computing	1,250	1,260	1,280
Printing, Stationery & General Expenses	200	200	200
Support Services			
Central Expenses	25,810	26,160	26,690
Departmental	26,710	27,140	27,690
Property Management	75,650	77,240	79,090
Strategic Management	52,070	52,800	53,910
Support Services	106,350	105,460	107,920
Depreciation & Impairment Losses	27,800	27,800	27,800
Total Expenditure	367,020	369,240	375,770
Non-Controllable Expenditure	367,020	369,240	375,770
Off Street Parking Services Net Expenditure	(596,330)	(562,460)	(531,470)

Planning and Regeneration Portfolio

Land & Properties

Neville Raby

DESCRIPTION

This budget provides for the repairs and maintenance of Public Clocks, Gaol Square Clock and General Land and Properties within the Borough.

It also provides for the upkeep & maintenance of War Memorials owned by the Council to encourage a proud public perception in the history of Stafford Borough.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

Not Applicable

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0914 War Memorials

0917 Public Clocks

0931 Shopmobility

0948 General Land & Premises

Planning and Regeneration Portfolio

Land & Properties

	Neville Raby		
	Original	Indicative	Original
	2017-2018	2018-2019	2019-2020
	£	£	£
Controllable Expenditure			
Premises Related Expenditure			
Rates	420	430	440
Repairs & Maintenance - Buildings	35,160	35,830	36,540
Repairs & Maintenance - Grounds	4,080	4,080	4,160
Supplies & Services			
Contributions to Provisions	580	580	580
Grants & Subscriptions	1,010	1,010	1,010
Other Fees	420	420	420
Total Expenditure	<u>41,670</u>	<u>42,350</u>	<u>43,150</u>
Total Income	<u>(27,860)</u>	<u>(27,860)</u>	<u>(28,000)</u>
Controllable Expenditure	<u>13,810</u>	<u>14,490</u>	<u>15,150</u>
Non-Controllable Expenditure			
Premises Related Expenditure			
Premises Insurance	1,070	1,090	1,110
Supplies & Services			
Insurances	50	50	50
Support Services			
Central Expenses	1,130	1,150	1,170
Departmental	230	230	230
Property Management	8,410	8,590	8,790
Strategic Management	1,930	1,950	1,990
Support Services	17,460	17,790	18,150
Depreciation & Impairment Losses	<u>52,830</u>	<u>52,830</u>	<u>52,830</u>
Total Expenditure	<u>83,110</u>	<u>83,680</u>	<u>84,320</u>
Non-Controllable Expenditure	<u>83,110</u>	<u>83,680</u>	<u>84,320</u>
Land & Properties Net Expenditure	<u>96,920</u>	<u>98,170</u>	<u>99,470</u>

Planning and Regeneration Portfolio

Economic Development

Richard Lawrence

DESCRIPTION

This service covers a number of areas:

Business Support and Formation - working with the business community, business support organisations including the Chamber of Commerce and Stafford Enterprise, and other regeneration partners to support the growth of local businesses;

Inward Investment - hands-on support to develop the Borough as a destination for inward investment;

Town Centre Development - supporting Stafford and Stone Town Centres to create a positive and continuing focus for commercial, retail and leisure businesses;

Funding Opportunities - identifying and bidding for new sources of funding to complement the mainstream economic budgets, for example LABGI, LEADER growth point and government funding.

This budget also includes expenditure on Christmas light decorations in the Borough.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

2.6 Economic Development

1.0 Town Centre Management

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0919 Economic Development

0920 Town Centre Management

0923 Inward Investment

0941 Christmas Lights

0952 LABGI Projects

Planning and Regeneration Portfolio

Economic Development

	Richard Lawrence	Indicative	
	Original 2017-2018 £	Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Employee Expenses	163,960	168,440	172,550
Premises Related Expenditure			
Energy Costs	740	760	780
Repairs & Maintenance - Other	31,980	31,980	31,980
Transport Related Expenditure	2,410	2,450	2,500
Supplies & Services			
Advertising/Promotions/Marketing	14,190	8,190	8,190
Clothes, Uniform & Laundry	390	390	390
Communications & Computing	6,770	6,770	6,770
Contributions to Provisions	2,290	2,290	2,290
Equipment, Furniture & Materials	3,580	3,580	3,580
Expenses	1,870	1,870	1,870
Grants & Subscriptions	15,520	6,500	3,340
Miscellaneous Expenses	(1,170)	(1,170)	(1,170)
Other Fees	300	300	300
Printing, Stationery & General Expenses	5,130	5,130	5,130
Professional Fees	12,630	-	-
Total Expenditure	<u>260,590</u>	<u>237,480</u>	<u>238,500</u>
Total Income	<u>(30,810)</u>	<u>(3,160)</u>	<u>-</u>
Controllable Expenditure	<u>229,780</u>	<u>234,320</u>	<u>238,500</u>
Non-Controllable Expenditure			
Employee Expenses	1,700	1,730	1,760
Supplies & Services			
Communications & Computing	5,890	5,970	6,070
Printing, Stationery & General Expenses	1,530	1,530	1,540
Support Services			
Central Expenses	2,750	2,780	2,840
Departmental	54,060	54,810	55,960
Property Management	18,680	19,050	19,510
Strategic Management	16,960	17,280	17,650
Support Services	20,080	18,980	19,420
Depreciation & Impairment Losses	10,400	10,400	10,400
Total Expenditure	<u>132,050</u>	<u>132,530</u>	<u>135,150</u>
Total Income	<u>(25,230)</u>	<u>(25,790)</u>	<u>(26,280)</u>
Non-Controllable Expenditure	<u>106,820</u>	<u>106,740</u>	<u>108,870</u>
Economic Development Net Expenditure	<u>336,600</u>	<u>341,060</u>	<u>347,370</u>

Planning and Regeneration Portfolio

Borough Markets

Richard Lawrence

DESCRIPTION

St John's Indoor Market in Stafford offers traders the potential of a four day trading week within the facility. Consumers who live in the Borough or who are visiting the town are able to shop for a wide selection of goods including food, clothing and electrical goods.

Monthly Farmers' Markets are held in both Stafford and Stone at outdoor venues.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

3.9 Stafford Market

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0347 Stafford Market

0348 Farmers' Market

Planning and Regeneration Portfolio

Borough Markets

Richard Lawrence

	Indicative		
	Original 2017-2018 £	Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Employee Expenses	103,340	105,470	108,420
Premises Related Expenditure			
Cleaning & Domestic Supplies	6,200	6,240	6,290
Energy Costs	32,360	33,010	33,670
Premises Insurance	2,690	2,690	2,690
Rates	52,990	51,000	48,920
Repairs & Maintenance - Buildings	34,650	35,340	36,050
Water Services	9,780	7,470	7,620
Transport Related Expenditure	810	830	850
Supplies & Services			
Advertising/Promotions/Marketing	13,500	13,500	13,500
Cleaning	9,360	9,550	9,740
Clothes, Uniform & Laundry	500	500	500
Communications & Computing	1,960	1,960	2,460
Contributions to Provisions	2,690	2,690	2,690
Equipment, Furniture & Materials Expenses	3,720	3,740	3,760
Expenses	320	320	320
Grants & Subscriptions	640	640	640
Licences	200	200	200
Miscellaneous Expenses	(2,460)	(2,460)	(2,460)
Printing, Stationery & General Expenses	260	260	260
Professional Fees	36,450	36,450	36,450
Refuse Disposal/Collections	10,180	10,360	10,570
Security Services	7,370	7,550	7,200
Total Expenditure	327,510	327,310	330,340
Total Income	(320,000)	(320,000)	(321,250)
Controllable Expenditure	7,510	7,310	9,090
Non-Controllable Expenditure			
Employee Expenses	1,890	1,930	1,970
Supplies & Services			
Communications & Computing	4,160	4,220	4,300
Insurances	1,170	1,200	1,220
Printing, Stationery & General Expenses	40	40	40
Support Services			
Central Expenses	5,790	5,870	5,980
Departmental	19,110	19,460	19,840
Property Management	14,100	14,420	14,750
Strategic Management	15,880	16,140	16,490
Support Services	28,480	28,320	28,960
Depreciation & Impairment Losses	52,040	52,040	52,040
Total Expenditure	142,660	143,640	145,590
Non-Controllable Expenditure	142,660	143,640	145,590
Borough Markets Net Expenditure	150,170	150,950	154,680

Resources Portfolio

Summary

	Page No	Indicative		
		Original 2017-2018 £	Original 2018-2019 £	Original 2019-2020 £
Public Buildings	RE 02 - RE 03	906,280	931,140	959,990
Facilities Management	RE 04 - RE 05	187,400	191,730	196,140
Executive Management	RE 06 - RE 07	205,390	210,450	214,400
Policy, Partnerships and Performance	RE 08 - RE 09	288,600	289,490	295,950
Communications	RE 10 - RE 11	140,370	144,070	147,000
Customer Services	RE 12 - RE 13	288,640	296,700	304,520
Out of Hours Service	RE 14 - RE 15	6,200	6,200	6,200
Law and Administration	RE 16 - RE 17	910,800	947,650	968,290
Finance	RE 18 - RE 19	613,920	598,030	613,140
Audit, Risk, Resilience and Procurement	RE 20 - RE 21	257,350	238,120	243,600
Human Resources Services	RE 22 - RE 23	423,060	430,500	439,220
Technology	RE 24 - RE 25	869,440	882,180	895,910
Members Services	RE 26 - RE 27	283,350	288,540	293,830
Revenues & Benefits	RE 28 - RE 29	431,230	465,330	498,720
Housing Benefit Payments	RE 30 - RE 31	-	-	-
Parish Councils	RE 32 - RE 33	51,000	51,000	51,000
Corporate and Democratic Core	RE 34 - RE 35	133,660	134,900	136,160
Non-Distributed Costs	RE 36 - RE 37	299,710	299,710	299,710
Asset Management/Energy Conservation	RE 38 - RE 39	32,560	32,560	32,560
Electoral Registration	RE 40 - RE 41	43,190	43,200	43,200
Elections	RE 42 - RE 43	35,000	35,000	35,000
Insurance Premiums	RE 46 - RE 47	239,230	243,990	248,870
Items to be Allocated	RE 48 - RE 49	(79,000)	(29,000)	(29,000)
Controllable Expenditure		6,567,380	6,731,490	6,894,410
Public Buildings	RE 02 - RE 03	(873,580)	(895,390)	(921,800)
Facilities Management	RE 04 - RE 05	(187,400)	(191,730)	(196,140)
Executive Management	RE 06 - RE 07	(205,390)	(210,450)	(214,400)
Policy, Partnerships and Performance	RE 08 - RE 09	(278,450)	(279,140)	(285,400)
Communications	RE 10 - RE 11	(140,370)	(144,070)	(147,000)
Customer Services	RE 12 - RE 13	(288,640)	(296,700)	(304,520)
Out of Hours Service	RE 14 - RE 15	80	80	80
Law and Administration	RE 16 - RE 17	(958,460)	(996,350)	(1,018,030)
Finance	RE 18 - RE 19	(613,920)	(598,030)	(613,140)
Audit, Risk, Resilience and Procurement	RE 20 - RE 21	(205,920)	(185,680)	(190,150)
Human Resources Services	RE 22 - RE 23	(321,880)	(328,610)	(335,120)
Technology	RE 24 - RE 25	(707,260)	(718,570)	(730,820)
Members Services	RE 26 - RE 27	(283,350)	(288,540)	(293,830)
Revenues & Benefits	RE 28 - RE 29	480,430	488,410	499,170
Parish Councils	RE 32 - RE 33	3,830	3,880	3,930
Corporate and Democratic Core	RE 34 - RE 35	1,388,190	1,412,020	1,441,080
Asset Management/Energy Conservation	RE 38 - RE 39	12,590	12,840	13,130
Electoral Registration	RE 40 - RE 41	91,160	93,640	95,980
Elections	RE 42 - RE 43	112,670	115,430	118,190
Charities Administration	RE 44 - RE 45	6,660	6,590	6,750
Insurance Premiums	RE 46 - RE 47	(239,230)	(243,990)	(248,870)
Non-Controllable Expenditure		(3,208,240)	(3,244,360)	(3,320,910)
		3,359,140	3,487,130	3,573,500

Resources Portfolio

Public Buildings

Neville Raby

DESCRIPTION

This budget includes all expenditure in relation to the operational costs for construction, repairs and maintenance within the portfolio of public buildings.

It is there to ensure that the building fabric, electrical and mechanical structure is maintained effectively and efficiently ensuring all appropriate statutory compliance is achieved relating to asbestos, legionella etc.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

2.0 Civic Centre

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0000 Civic Centre

0001 Stone Area Office

0069 Highfields Office (Capital charges & Insurance only)

Resources Portfolio

Public Buildings

	Neville Raby		
	Original 2017-2018 £	Indicative Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Employee Expenses	54,920	55,960	57,030
Premises Related Expenditure			
Cleaning & Domestic Supplies	7,140	7,280	7,430
Energy Costs	109,620	111,810	114,040
Rates	253,010	260,210	266,610
Rents	731,600	731,600	746,230
Repairs & Maintenance - Buildings	108,710	110,890	113,110
Water Services	16,260	16,580	16,910
Transport Related Expenditure	30	30	30
Supplies & Services			
Cleaning	76,700	78,230	79,790
Clothes, Uniform & Laundry	200	200	200
Communications & Computing	700	700	700
Contributions to Provisions	2,810	2,810	2,810
Equipment, Furniture & Materials	21,190	21,450	21,710
Miscellaneous Expenses	(2,890)	(2,890)	(2,890)
Printing, Stationery & General Expenses	1,760	1,760	1,760
Professional Fees	2,600	2,600	2,600
Refuse Disposal/Collections	1,820	1,820	1,820
Total Expenditure	1,386,180	1,401,040	1,429,890
Total Income	(479,900)	(469,900)	(469,900)
Controllable Expenditure	906,280	931,140	959,990
Non-Controllable Expenditure			
Employee Expenses	980	990	1,000
Premises Related Expenditure			
Premises Insurance	19,960	20,350	20,760
Repairs & Maintenance - Grounds	4,270	4,270	4,270
Supplies & Services			
Communications & Computing	3,630	3,670	3,720
Insurances	9,460	9,650	9,840
Printing, Stationery & General Expenses	90	90	90
Support Services			
Property Management	39,790	40,680	41,610
Strategic Management	1,720	1,760	1,800
Support Services	46,250	45,310	46,310
Depreciation & Impairment Losses	145,820	145,820	145,820
Total Expenditure	271,970	272,590	275,220
Total Income	(1,145,550)	(1,167,980)	(1,197,020)
Non-Controllable Expenditure	(873,580)	(895,390)	(921,800)
Public Buildings Net Expenditure	32,700	35,750	38,190

Resources Portfolio
Facilities Management
Neville Raby

DESCRIPTION

This service was created following the transfer of Stafford and Rural Homes. Its purpose is to provide a Property Services section for all responsive maintenance issues, caretaking and security measures for the Civic Centre.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

4.0 Public Buildings Team

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0066 Public Buildings Team

Resources Portfolio
Facilities Management

	Neville Raby	Indicative	
	Original 2017-2018 £	Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Employee Expenses	176,460	180,650	184,920
Transport Related Expenditure	7,100	7,240	7,380
Supplies & Services			
Clothes, Uniform & Laundry	200	200	200
Communications & Computing	1,650	1,650	1,650
Equipment, Furniture & Materials	800	800	800
Printing, Stationery & General Expenses	1,190	1,190	1,190
Total Expenditure	<u>187,400</u>	<u>191,730</u>	<u>196,140</u>
Controllable Expenditure	<u>187,400</u>	<u>191,730</u>	<u>196,140</u>
Non-Controllable Expenditure			
Employee Expenses	1,950	1,990	2,030
Supplies & Services			
Communications & Computing	4,810	4,870	4,950
Printing, Stationery & General Expenses	10	10	10
Support Services			
Property Management	14,200	14,480	14,840
Strategic Management	3,130	3,210	3,290
Support Services	11,680	11,820	12,070
Total Expenditure	<u>35,780</u>	<u>36,380</u>	<u>37,190</u>
Total Income	<u>(223,180)</u>	<u>(228,110)</u>	<u>(233,330)</u>
Non-Controllable Expenditure	<u>(187,400)</u>	<u>(191,730)</u>	<u>(196,140)</u>
Facilities Management Net Expenditure	<u>-</u>	<u>-</u>	<u>-</u>

Resources Portfolio
Executive Management
Norman Jones

DESCRIPTION

This budget reflects the cost to Stafford Borough Council of the office of the Chief Executive including any expenses incurred as a result of their day to day duties.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

1.0 Executive Management

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0003 Executive Management

Resources Portfolio
Executive Management

	Norman Jones	Indicative	
	Original 2017-2018 £	Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Employee Expenses	157,730	162,620	166,400
Transport Related Expenditure	8,490	8,660	8,830
Supplies & Services			
Communications & Computing	940	940	940
Contributions to Provisions	1,040	1,040	1,040
Equipment, Furniture & Materials	450	450	450
Expenses	2,160	2,160	2,160
Grants & Subscriptions	23,130	23,130	23,130
Hospitality	1,400	1,400	1,400
Printing, Stationery & General Expenses	1,350	1,350	1,350
Professional Fees	8,700	8,700	8,700
Total Expenditure	<u>205,390</u>	<u>210,450</u>	<u>214,400</u>
Controllable Expenditure	<u>205,390</u>	<u>210,450</u>	<u>214,400</u>
Non-Controllable Expenditure			
Employee Expenses	460	470	480
Supplies & Services			
Communications & Computing	2,210	2,240	2,270
Printing, Stationery & General Expenses	60	60	60
Support Services			
Property Management	10,530	10,730	11,000
Strategic Management	56,950	57,260	58,500
Support Services	15,990	16,120	16,450
Total Expenditure	<u>86,200</u>	<u>86,880</u>	<u>88,760</u>
Total Income	<u>(291,590)</u>	<u>(297,330)</u>	<u>(303,160)</u>
Non-Controllable Expenditure	<u>(205,390)</u>	<u>(210,450)</u>	<u>(214,400)</u>
Executive Management Net Expenditure	<u>-</u>	<u>-</u>	<u>-</u>

Resources Portfolio
Policy, Partnerships and Performance

Norman Jones

DESCRIPTION

This budget provides for the executive support services to the Chief Executive and the Leader of the Council. The budget also includes the strategic development of policy and partnerships across the Borough in line with national & local priorities.

In addition the corporate performance management function ensures that the targets and priorities contained in the Corporate plan and other strategic policies are monitored and achieved.

The wider function encompasses statutory responsibilities to Safeguarding Children and Vulnerable Adults, Community Safety, Environmental Management, CCTV and grants and contributions primarily to the community and voluntary sector.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

6.4 Policy & Partnerships

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0002 Policy & Partnerships

0052 Corporate EDRM

Resources Portfolio
Policy, Partnerships and Performance

	Norman Jones	Indicative	
	Original 2017-2018 £	Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Employee Expenses	257,550	258,230	264,480
Transport Related Expenditure	7,720	7,730	7,740
Supplies & Services			
Advertising/Promotions/Marketing	600	600	600
Communications & Computing	11,120	11,320	11,520
Contributions to Provisions	380	380	380
Equipment, Furniture & Materials Expenses	800	800	800
Grants & Subscriptions	1,000	1,000	1,000
Hospitality	100	100	100
Printing, Stationery & General Expenses	50	50	50
Professional Fees	1,410	1,410	1,410
Total Expenditure	<u>288,600</u>	<u>289,490</u>	<u>295,950</u>
Controllable Expenditure	<u>288,600</u>	<u>289,490</u>	<u>295,950</u>
Non-Controllable Expenditure			
Employee Expenses	2,710	2,760	2,810
Supplies & Services			
Communications & Computing	61,840	62,730	63,800
Printing, Stationery & General Expenses	620	620	620
Support Services			
Property Management	16,040	16,350	16,760
Strategic Management	4,850	4,970	5,090
Support Services	9,610	9,500	9,720
Total Expenditure	<u>95,670</u>	<u>96,930</u>	<u>98,800</u>
Total Income	<u>(374,120)</u>	<u>(376,070)</u>	<u>(384,200)</u>
Non-Controllable Expenditure	<u>(278,450)</u>	<u>(279,140)</u>	<u>(285,400)</u>
Policy, Partnerships and Performance Net Expenditure	<u>10,150</u>	<u>10,350</u>	<u>10,550</u>

Resources Portfolio

Communications

Norman Jones

DESCRIPTION

This service provides external and internal communications across the authority including working with the traditional press and social media, website maintenance as well as development and sectional support for the Chief Executive, cabinet members, individual councillors and officers.

The graphic design service provides a design, production and advice service for the council creating a wide range of promotional materials such as brochures, ads, newsletters, flyers, leaflets, posters, billboards and exhibition material.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

1.7 Communications

1.0 Graphic Design

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0009 Communications

0091 Graphic Design

Resources Portfolio

Communications

	Norman Jones	Indicative	
	Original 2017-2018 £	Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Employee Expenses	115,100	118,800	121,730
Transport Related Expenditure	80	80	80
Supplies & Services			
Advertising/Promotions/Marketing	9,480	9,480	9,480
Communications & Computing	4,140	4,140	4,140
Contributions to Provisions	520	520	520
Equipment, Furniture & Materials Expenses	4,030	4,030	4,030
Licences	1,100	1,100	1,100
Printing, Stationery & General Expenses	1,700	1,700	1,700
Professional Fees	820	820	820
Professional Fees	3,400	3,400	3,400
Total Expenditure	140,370	144,070	147,000
Controllable Expenditure	140,370	144,070	147,000
Non-Controllable Expenditure			
Employee Expenses	1,790	1,810	1,840
Supplies & Services			
Communications & Computing	6,750	6,840	6,950
Printing, Stationery & General Expenses	20	20	20
Support Services			
Property Management	19,590	19,970	20,470
Strategic Management	4,580	4,690	4,800
Support Services	17,160	15,660	16,020
Total Expenditure	49,890	48,990	50,100
Total Income	(190,260)	(193,060)	(197,100)
Non-Controllable Expenditure	(140,370)	(144,070)	(147,000)
Communications Net Expenditure	-	-	-

Resources Portfolio

Customer Services

Norman Jones

DESCRIPTION

This budget provides for Customer Services of the Council which encompasses the Customer Services Framework; Equalities & Diversity and all aspects of complaints, compliments & comments.

The service is concerned with ensuring all services are accessible to our customers.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

10.0 Customer Services

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0064 Customer Services

Resources Portfolio

Customer Services

	Norman Jones	Indicative	
	Original 2017-2018 £	Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Employee Expenses	279,830	287,890	295,710
Supplies & Services			
Clothes, Uniform & Laundry	2,000	2,000	2,000
Communications & Computing	70	70	70
Equipment, Furniture & Materials	1,260	1,260	1,260
Expenses	300	300	300
Printing, Stationery & General Expenses	630	630	630
Professional Fees	4,550	4,550	4,550
Total Expenditure	288,640	296,700	304,520
Controllable Expenditure	288,640	296,700	304,520
Non-Controllable Expenditure			
Employee Expenses	4,780	4,870	4,960
Supplies & Services			
Communications & Computing	33,000	33,380	33,840
Printing, Stationery & General Expenses	60	60	60
Support Services			
Property Management	37,230	37,960	38,910
Support Services	12,680	12,750	13,020
Depreciation & Impairment Losses	5,790	5,790	5,790
Total Expenditure	93,540	94,810	96,580
Total Income	(382,180)	(391,510)	(401,100)
Non-Controllable Expenditure	(288,640)	(296,700)	(304,520)
Customer Services Net Expenditure	-	-	-

Resources Portfolio
Out of Hours Service
Norman Jones

DESCRIPTION

This budget provides for the Out of Hours Service customer response and emergency service via our telephone system which is delivered by a neighbouring local authority.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

Not Applicable

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0070 Out of Hours Service

Resources Portfolio

Out of Hours Service

	Norman Jones	Indicative	
	Original 2017-2018 £	Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Supplies & Services			
Professional Fees	6,200	6,200	6,200
Total Expenditure	<u>6,200</u>	<u>6,200</u>	<u>6,200</u>
Controllable Expenditure	<u>6,200</u>	<u>6,200</u>	<u>6,200</u>
Non-Controllable Expenditure			
Support Services			
Support Services	80	80	80
Total Expenditure	<u>80</u>	<u>80</u>	<u>80</u>
Non-Controllable Expenditure	<u>80</u>	<u>80</u>	<u>80</u>
Out of Hours Service Net Expenditure	<u>6,280</u>	<u>6,280</u>	<u>6,280</u>

Resources Portfolio
Law and Administration
Alistair Welch

DESCRIPTION

This budget provides for the Democratic and Corporate Services Unit and the Legal Services Unit.

The Democratic Services Unit carries out functions related to Elections and Electoral Registration, Committee Administration and various Corporate Support functions.

The Legal Services Unit provides a Legal service to the Council and, under a shared service agreement, to Cannock Chase District Council. It also carries out functions relating to estates and the land terrier, data protection, freedom of information and management of the Salting's mobile home park.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

1.0 Head of Law and Admin
2.0 Democratic Administration
9.8 Legal
3.0 Elections Unit
7.8 Corporate Support
3.5 Corporate Administration
1.0 Mayoral Support

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0005 Democratic Administration
0006 Legal
0011 Elections Unit
0012 Data Protection Act
0071 Head of Law & Admin Services
0087 Corporate Support
0088 Corporate Administration
0089 Mayoral Support
1211 The Salting's

Resources Portfolio

Law and Administration

	Alistair Welch		
	Original 2017-2018 £	Indicative Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Employee Expenses	1,089,560	1,134,570	1,162,390
Premises Related Expenditure			
Repairs & Maintenance - Buildings	2,190	2,230	2,280
Transport Related Expenditure	12,050	12,090	12,140
Supplies & Services			
Advertising/Promotions/Marketing	310	310	310
Catering	2,500	2,500	2,500
Civic Expenses	7,760	7,760	7,760
Clothes, Uniform & Laundry	1,760	1,760	1,760
Communications & Computing	14,210	14,210	14,210
Contributions to Provisions	3,840	3,840	3,840
Equipment, Furniture & Materials	30,460	30,460	30,460
Expenses	15,260	15,510	15,770
Floral Work	1,150	1,150	1,150
Grants & Subscriptions	900	900	900
Hospitality	5,560	5,560	5,560
Miscellaneous Expenses	(4,380)	(4,380)	(4,380)
Printing, Stationery & General Expenses	57,230	57,230	57,230
Professional Fees	14,360	14,360	14,360
Security Services	2,220	2,260	2,310
Third Party Payments	16,030	16,400	16,730
Total Expenditure	<u>1,272,970</u>	<u>1,318,720</u>	<u>1,347,280</u>
Total Income	<u>(362,170)</u>	<u>(371,070)</u>	<u>(378,990)</u>
Controllable Expenditure	<u>910,800</u>	<u>947,650</u>	<u>968,290</u>
Non-Controllable Expenditure			
Employee Expenses	11,790	11,990	12,190
Premises Related Expenditure			
Repairs & Maintenance - Grounds	4,580	4,580	4,580
Transport Related Expenditure	860	880	900
Supplies & Services			
Communications & Computing	92,020	93,290	94,830
Printing, Stationery & General Expenses	4,750	4,750	4,760
Support Services			
Central Expenses	1,100	1,100	1,120
Departmental	9,460	9,660	9,870
Property Management	138,790	141,530	145,040
Strategic Management	28,020	28,670	29,350
Support Services	116,820	124,690	127,440
Total Expenditure	<u>408,190</u>	<u>421,140</u>	<u>430,080</u>
Total Income	<u>(1,366,650)</u>	<u>(1,417,490)</u>	<u>(1,448,110)</u>
Non-Controllable Expenditure	<u>(958,460)</u>	<u>(996,350)</u>	<u>(1,018,030)</u>
Law and Administration Net Expenditure	<u>(47,660)</u>	<u>(48,700)</u>	<u>(49,740)</u>

Resources Portfolio

Finance

Neville Raby

DESCRIPTION

Finance is a shared service led by Cannock Chase District Council.

The principal functions of the Financial Services team comprise corporate accountancy, financial planning, treasury management and the maintenance of financial systems.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

Not Applicable

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0014 Financial Services

0022 Head of Finance

Resources Portfolio

Finance

Neville Raby

	Original 2017-2018 £	Indicative Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Supplies & Services			
Communications & Computing	1,560	1,560	1,560
Third Party Payments	612,360	596,470	611,580
Total Expenditure	613,920	598,030	613,140
Controllable Expenditure	613,920	598,030	613,140
Non-Controllable Expenditure			
Employee Expenses	4,230	4,310	4,400
Supplies & Services			
Communications & Computing	72,610	73,660	74,920
Printing, Stationery & General Expenses	210	210	210
Support Services			
Property Management	19,370	19,750	20,230
Strategic Management	240	250	260
Support Services	93,170	91,840	93,990
Depreciation & Impairment Losses	7,860	7,860	7,860
Total Expenditure	197,690	197,880	201,870
Total Income	(811,610)	(795,910)	(815,010)
Non-Controllable Expenditure	(613,920)	(598,030)	(613,140)
Finance Net Expenditure	-	-	-

Resources Portfolio
Audit, Risk, Resilience and Procurement
Neville Raby

DESCRIPTION

Audit, Risk, Resilience and Procurement is a shared service led by Cannock Chase District Council.

The principle functions comprise internal audit services, insurance and risk management, civil contingencies and corporate procurement.

EMPLOYEES (FTE = Full Time Equivalents)

Not Applicable

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0016 Insurance/Risk Management
0020 Internal Audit
0057 Civil Contingencies

Resources Portfolio
Audit, Risk, Resilience and Procurement

	Neville Raby		
	Original 2017-2018 £	Indicative Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Supplies & Services			
Communications & Computing	150	150	150
Other Fees	18,160	18,340	18,520
Third Party Payments	239,040	219,630	224,930
Total Expenditure	257,350	238,120	243,600
Controllable Expenditure	257,350	238,120	243,600
Non-Controllable Expenditure			
Employee Expenses	1,510	1,540	1,570
Supplies & Services			
Communications & Computing	11,070	11,180	11,320
Printing, Stationery & General Expenses	150	150	150
Support Services			
Central Expenses	360	360	360
Departmental	1,850	1,870	1,910
Property Management	25,540	26,040	26,700
Strategic Management	610	620	630
Support Services	10,040	9,630	9,840
Total Expenditure	51,130	51,390	52,480
Total Income	(257,050)	(237,070)	(242,630)
Non-Controllable Expenditure	(205,920)	(185,680)	(190,150)
Audit, Risk, Resilience and Procurement Net Expenditure	51,430	52,440	53,450

Resources Portfolio
Human Resources Services
Neville Raby

DESCRIPTION

Human Resource Services (HRS) is a Shared Service with Cannock Chase District Council and led by Stafford Borough Council (SBC).

In addition to the provision of payrolls for Stafford and Cannock Chase Council HRS also provides a payroll service to Lichfield District Council (LDC), together with a Shared HR & Payroll System. Health and Safety support is provided to SBC by LDC under an SLA arrangement.

The principle functions comprise of personnel, payroll, learning and development and health and safety.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

6.8 Personnel
2.3 Payroll
0.8 Personnel/Payroll Shared Services
4.0 Human Resources Shared Services
1.0 Training Shared Services

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0026 Personnel
0027 Payroll
0029 Training
0065 Corporate Health & Safety
0082 Personnel/Payroll Shared Services
0143 Human Resources Shared Services
0145 Training Shared Services
0902 Health & Safety Shared Service

Resources Portfolio
Human Resources Services

	Neville Raby	Indicative	
	Original 2017-2018 £	Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Employee Expenses	570,270	586,670	602,940
Transport Related Expenditure	11,790	11,880	11,970
Supplies & Services			
Communications & Computing	31,680	31,680	31,680
Contributions to Provisions	2,020	2,020	2,020
Equipment, Furniture & Materials	4,770	4,770	4,770
Expenses	440	440	440
Grants & Subscriptions	750	750	750
Hospitality	90	90	90
Printing, Stationery & General Expenses	6,050	6,050	6,050
Professional Fees	54,340	51,910	51,910
Training Expenses	30,100	30,100	30,100
Total Expenditure	<u>712,300</u>	<u>726,360</u>	<u>742,720</u>
Total Income	<u>(289,240)</u>	<u>(295,860)</u>	<u>(303,500)</u>
Controllable Expenditure	<u>423,060</u>	<u>430,500</u>	<u>439,220</u>
Non-Controllable Expenditure			
Employee Expenses	5,060	5,150	5,230
Supplies & Services			
Communications & Computing	72,600	73,620	74,860
Printing, Stationery & General Expenses	1,990	1,990	2,000
Support Services			
Property Management	41,470	42,280	43,330
Strategic Management	12,220	12,520	12,820
Support Services	105,540	105,090	107,450
Total Expenditure	<u>238,880</u>	<u>240,650</u>	<u>245,690</u>
Total Income	<u>(560,760)</u>	<u>(569,260)</u>	<u>(580,810)</u>
Non-Controllable Expenditure	<u>(321,880)</u>	<u>(328,610)</u>	<u>(335,120)</u>
Human Resources Services Net Expenditure	<u>101,180</u>	<u>101,890</u>	<u>104,100</u>

Resources Portfolio

Technology

Peter Kendrick

DESCRIPTION

This service now provides Technology Services to Cannock Chase District Council as lead authority under a shared service arrangement.

The budget provides for Technology & Computer related services such as:
Maintenance of PCs, servers and other peripheral equipment;
Integration of application software; Installation and upgrade of application software;
Central systems e.g. Email, file servers, remote access;
Monitoring of the mobile phone contract and landline telephones;
Reprographics; colour photocopying; agenda printing; booklet making;
Update of the Councils property database.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

3.0 Reprographics Services
19.0 Technology
2.5 Gazetteer & GIS Support

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0031 Reprographics Services
0032 Technology
0096 Gazetteer & GIS Support
0158 Partnership CRM Contribution

Resources Portfolio

Technology

Peter Kendrick

	Indicative		
	Original 2017-2018 £	Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Employee Expenses	964,180	987,690	1,013,020
Transport Related Expenditure	14,520	14,810	15,100
Supplies & Services			
Clothes, Uniform & Laundry	300	300	300
Communications & Computing	326,200	325,800	325,380
Contributions to Provisions	2,750	2,750	2,750
Equipment, Furniture & Materials Expenses	257,130	257,130	257,130
Printing, Stationery & General Expenses	130	130	130
Professional Fees	108,410	108,410	108,410
	150	150	150
Total Expenditure	<u>1,673,770</u>	<u>1,697,170</u>	<u>1,722,370</u>
Total Income	<u>(804,330)</u>	<u>(814,990)</u>	<u>(826,460)</u>
Controllable Expenditure	<u>869,440</u>	<u>882,180</u>	<u>895,910</u>
Non-Controllable Expenditure			
Employee Expenses	7,130	7,240	7,340
Supplies & Services			
Communications & Computing	2,720	2,720	2,720
Insurances	880	900	920
Printing, Stationery & General Expenses	510	510	510
Support Services			
Departmental	670	740	750
Property Management	76,060	77,560	79,480
Strategic Management	20,330	20,830	21,330
Support Services	55,620	55,290	56,530
Depreciation & Impairment Losses	148,740	148,740	148,740
Total Expenditure	<u>312,660</u>	<u>314,530</u>	<u>318,320</u>
Total Income	<u>(1,019,920)</u>	<u>(1,033,100)</u>	<u>(1,049,140)</u>
Non-Controllable Expenditure	<u>(707,260)</u>	<u>(718,570)</u>	<u>(730,820)</u>
Technology Net Expenditure	<u>162,180</u>	<u>163,610</u>	<u>165,090</u>

Resources Portfolio

Members Services

Alistair Welch

DESCRIPTION

This budget provides for the payment of expenses to the elected Members of the Council under a scheme of payments and allowances approved annually by the Council.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

Not Applicable

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0034 Members Expenses

Resources Portfolio

Members Services

	Alistair Welch		
	Original 2017-2018 £	Indicative Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Transport Related Expenditure	11,500	11,730	11,960
Supplies & Services			
Advertising/Promotions/Marketing	3,310	3,310	3,310
Catering	1,000	1,000	1,000
Communications & Computing	5,440	5,440	5,440
Contributions to Provisions	120	120	120
Equipment, Furniture & Materials Expenses	130	130	130
Printing, Stationery & General Expenses	260,380	265,340	270,400
Professional Fees	470	470	470
Professional Fees	1,000	1,000	1,000
Total Expenditure	283,350	288,540	293,830
Controllable Expenditure	283,350	288,540	293,830
Non-Controllable Expenditure			
Employee Expenses	8,680	8,780	8,880
Supplies & Services			
Communications & Computing	66,090	67,030	68,170
Printing, Stationery & General Expenses	510	510	510
Support Services			
Property Management	145,590	148,440	152,130
Support Services	2,810	2,740	2,810
Total Expenditure	223,680	227,500	232,500
Total Income	(507,030)	(516,040)	(526,330)
Non-Controllable Expenditure	(283,350)	(288,540)	(293,830)
Members Services Net Expenditure	-	-	-

Resources Portfolio

Revenues & Benefits

Neville Raby

DESCRIPTION

Revenues and Benefits is a shared service led by Cannock Chase District Council.

This budget covers the billing and collection of Council Tax and Business Rates and the administration and payment of Housing and Council Tax benefits to 13,500 customers. The service is responsible for collecting a combined total of over £100m worth of Business Rates and Council Tax each year.

The service also includes:

Investigations Team - responsible for the investigation, detection and prosecution of fraud;

Systems Maintenance Team - responsible for the maintenance, development and support of the core software applications;

Customer Services Team - responsible for all Revenues and Benefits front line customer enquiries.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

Not Applicable

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0036 Revenues

0037 Housing Benefits

0159 Welfare Benefits/Fairer Charging

Resources Portfolio

Revenues & Benefits

	Neville Raby		
	Original 2017-2018 £	Indicative Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Supplies & Services			
Bank Charges	2,130	2,170	2,210
Communications & Computing	64,660	64,660	64,660
Contributions to Provisions	42,570	42,570	42,570
Third Party Payments	1,360,060	1,399,860	1,439,060
Total Expenditure	1,469,420	1,509,260	1,548,500
Total Income	(1,038,190)	(1,043,930)	(1,049,780)
Controllable Expenditure	431,230	465,330	498,720
Non-Controllable Expenditure			
Employee Expenses	11,170	11,390	11,610
Supplies & Services			
Communications & Computing	45,560	46,160	46,880
Printing, Stationery & General Expenses	23,470	23,470	23,550
Support Services			
Central Expenses	11,040	11,200	11,420
Departmental	2,280	2,320	2,370
Property Management	125,600	128,010	131,240
Strategic Management	19,700	19,950	20,360
Support Services	241,610	245,910	251,740
Total Expenditure	480,430	488,410	499,170
Non-Controllable Expenditure	480,430	488,410	499,170
Revenues & Benefits Net Expenditure	911,660	953,740	997,890

Resources Portfolio
Housing Benefit Payments
Bob Kean

DESCRIPTION

This budget provides for the cost of Housing Benefits which are means tested benefits administered by the Council on behalf of the Department for Work and Pensions. The Welfare Reform Act 2012 introduced a wide range of reforms to make the benefits system fairer and simpler. "Universal Credit" is a major feature of the Welfare Reform Act. Its aim is to simplify the benefits system by bringing together a wide range of working-age benefits into a single streamlined payment.

Council Tax benefit will not form part of the "Universal Credit" scheme. The national Council Tax Benefit Scheme was abolished on 1 April 2013 and each billing authority replaced it with its own local scheme.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

Not Applicable

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0041 Housing Benefit Payments

Resources Portfolio
Housing Benefit Payments

	Bob Kean		
	Original 2017-2018 £	Indicative Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Supplies & Services			
Miscellaneous Expenses	10,000	10,000	10,000
Transfer Payments			
Housing Benefits	24,514,920	25,005,220	25,505,320
Other Transfer Payments	50,000	50,000	50,000
Total Expenditure	<u>24,574,920</u>	<u>25,065,220</u>	<u>25,565,320</u>
Total Income	<u>(24,574,920)</u>	<u>(25,065,220)</u>	<u>(25,565,320)</u>
Controllable Expenditure	-	-	-
Housing Benefit Payments Net Expenditure	<u>-</u>	<u>-</u>	<u>-</u>

Resources Portfolio

Parish Councils

Bob Kean

DESCRIPTION

This budget covers the grants paid to Parishes for concurrent functions (functions which the Borough Council can legally carry out) and is granted to the Parishes to spend at their discretion.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

Not Applicable

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0043 Parish Councils

Resources Portfolio

Parish Councils

	Bob Kean	Indicative	
	Original 2017-2018 £	Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Supplies & Services			
Grants & Subscriptions	51,000	51,000	51,000
Total Expenditure	<u>51,000</u>	<u>51,000</u>	<u>51,000</u>
Controllable Expenditure	<u>51,000</u>	<u>51,000</u>	<u>51,000</u>
Non-Controllable Expenditure			
Support Services			
Central Expenses	400	400	400
Departmental	90	90	90
Strategic Management	700	710	720
Support Services	2,640	2,680	2,720
Total Expenditure	<u>3,830</u>	<u>3,880</u>	<u>3,930</u>
Non-Controllable Expenditure	<u>3,830</u>	<u>3,880</u>	<u>3,930</u>
Parish Councils Net Expenditure	<u>54,830</u>	<u>54,880</u>	<u>54,930</u>

Resources Portfolio
Corporate and Democratic Core
Bob Kean

DESCRIPTION

This Budget comprises "Democratic Representation and Management" and "Corporate Management". Costs charged here include the cost of statutory external audit and corporate bank charges.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

Not Applicable

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0044 Corporate Management

0045 Democratic Representation & Management

Resources Portfolio
Corporate and Democratic Core

	Bob Kean	Indicative	
	Original 2017-2018 £	Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Supplies & Services			
Audit Fees	60,120	60,120	60,120
Bank Charges	61,740	62,980	64,240
Professional Fees	11,800	11,800	11,800
Total Expenditure	<u>133,660</u>	<u>134,900</u>	<u>136,160</u>
Controllable Expenditure	<u>133,660</u>	<u>134,900</u>	<u>136,160</u>
Non-Controllable Expenditure			
Supplies & Services			
Printing, Stationery & General Expenses	16,850	16,860	16,930
Support Services			
Central Expenses	43,890	44,430	44,900
Departmental	136,100	138,330	141,330
Members	507,030	516,040	526,330
Strategic Management	199,710	202,010	206,200
Support Services	484,610	494,350	505,390
Total Expenditure	<u>1,388,190</u>	<u>1,412,020</u>	<u>1,441,080</u>
Non-Controllable Expenditure	<u>1,388,190</u>	<u>1,412,020</u>	<u>1,441,080</u>
Corporate and Democratic Core Net Expenditure	<u>1,521,850</u>	<u>1,546,920</u>	<u>1,577,240</u>

Resources Portfolio
Non-Distributed Costs
Bob Kean

DESCRIPTION

This budget provides for those costs which cannot be attributed to a particular service, specifically past service costs for retired employees.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

Not Applicable

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0049 Non-Distributed Costs

Resources Portfolio

Non-Distributed Costs

	Bob Kean	Indicative	
	Original 2017-2018 £	Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Employee Expenses	259,710	259,710	259,710
Third Party Payments	40,000	40,000	40,000
Total Expenditure	<u>299,710</u>	<u>299,710</u>	<u>299,710</u>
Controllable Expenditure	<u>299,710</u>	<u>299,710</u>	<u>299,710</u>
Non-Distributed Costs Net Expenditure	<u>299,710</u>	<u>299,710</u>	<u>299,710</u>

Resources Portfolio
Asset Management/Energy Conservation
Neville Raby

DESCRIPTION

This budget provides for the Asset Management Cost Centre which includes professional fees for external valuations of property and also the annual asset valuation for accounting purposes.

There is also provision for energy efficiency measures which are overseen by the Energy Management Group on practical initiatives within the Council's portfolio relating to mechanical and electrical improvements.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

Not Applicable

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0047 Asset Management

Resources Portfolio

Asset Management/Energy Conservation

	Neville Raby		
	Original	Indicative	Original
	2017-2018	2018-2019	2019-2020
	£	£	£
Controllable Expenditure			
Supplies & Services			
Asset Management - Energy Conservation	17,120	17,120	17,120
Professional Fees	15,440	15,440	15,440
Total Expenditure	<u>32,560</u>	<u>32,560</u>	<u>32,560</u>
Controllable Expenditure	<u>32,560</u>	<u>32,560</u>	<u>32,560</u>
Non-Controllable Expenditure			
Support Services			
Property Management	11,930	12,190	12,470
Support Services	660	650	660
Total Expenditure	<u>12,590</u>	<u>12,840</u>	<u>13,130</u>
Non-Controllable Expenditure	<u>12,590</u>	<u>12,840</u>	<u>13,130</u>
Asset Management/Energy Conservation Net Expenditure	<u>45,150</u>	<u>45,400</u>	<u>45,690</u>

Resources Portfolio
Electoral Registration
Alistair Welch

DESCRIPTION

This budget provides for the Electoral Registration service. This covers the statutory provision of the annual Register of Electors and Absent Voting.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

Not Applicable

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0051 Electoral Registration

Resources Portfolio
Electoral Registration

	Alistair Welch		
	Original 2017-2018 £	Indicative Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Employee Expenses	2,140	2,150	2,150
Supplies & Services			
Advertising/Promotions/Marketing	460	460	460
Communications & Computing	31,590	31,590	31,590
Contributions to Provisions	20	20	20
Miscellaneous Expenses	(1,020)	(1,020)	(1,020)
Printing, Stationery & General Expenses	10,000	10,000	10,000
Total Expenditure	43,190	43,200	43,200
Controllable Expenditure	43,190	43,200	43,200
Non-Controllable Expenditure			
Supplies & Services			
Printing, Stationery & General Expenses	150	150	150
Support Services			
Central Expenses	1,040	1,060	1,080
Departmental	220	220	220
Strategic Management	1,760	1,780	1,820
Support Services	87,990	90,430	92,710
Total Expenditure	91,160	93,640	95,980
Non-Controllable Expenditure	91,160	93,640	95,980
Electoral Registration Net Expenditure	134,350	136,840	139,180

Resources Portfolio

Elections

Alistair Welch

DESCRIPTION

This budget provides for the Elections service. This covers the statutory requirement for the organisation and conduct of all elections, referenda and maintenance of electoral boundaries.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

Not Applicable

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0055 Elections - Borough & Parish

0078 Elections - General Stafford

0079 Elections - General Stone

Resources Portfolio

Elections

Alistair Welch

	Indicative		
	Original 2017-2018 £	Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Supplies & Services			
Contributions to Provisions	35,000	35,000	35,000
Total Expenditure	35,000	35,000	35,000
Controllable Expenditure	35,000	35,000	35,000
Non-Controllable Expenditure			
Support Services			
Central Expenses	3,270	3,310	3,380
Departmental	680	700	720
Strategic Management	5,530	5,600	5,720
Support Services	103,190	105,820	108,370
Total Expenditure	112,670	115,430	118,190
Non-Controllable Expenditure	112,670	115,430	118,190
Elections Net Expenditure	147,670	150,430	153,190

Resources Portfolio
Charities Administration
Bob Kean

DESCRIPTION

This budget provides for the cost of administering the Mayor's Charity.

EMPLOYEES (FTE = Full Time Equivalents)

FTE Description

Not Applicable

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0042 Charities Administration

Resources Portfolio
Charities Administration

	Bob Kean	Indicative	
	Original 2017-2018 £	Original 2018-2019 £	Original 2019-2020 £
Non-Controllable Expenditure			
Support Services			
Support Services	6,660	6,590	6,750
Total Expenditure	<u>6,660</u>	<u>6,590</u>	<u>6,750</u>
Non-Controllable Expenditure	<u>6,660</u>	<u>6,590</u>	<u>6,750</u>
Charities Administration Net Expenditure	<u><u>6,660</u></u>	<u><u>6,590</u></u>	<u><u>6,750</u></u>

Resources Portfolio
Insurance Premiums
Neville Raby

DESCRIPTION

These are the Insurance Premiums for Employees, Vehicles and Premises across the authority.

EMPLOYEES (FTE = Full Time Equivalents)

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0161 Insurance Premiums

Resources Portfolio

Insurance Premiums

	Neville Raby	Indicative	
	Original 2017-2018 £	Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Third Party Payments	239,230	243,990	248,870
Total Expenditure	<u>239,230</u>	<u>243,990</u>	<u>248,870</u>
Controllable Expenditure	239,230	243,990	248,870
Non-Controllable Expenditure			
Total Income	<u>(239,230)</u>	<u>(243,990)</u>	<u>(248,870)</u>
Non-Controllable Expenditure	(239,230)	(243,990)	(248,870)
Insurance Premiums Net Expenditure	<u>-</u>	<u>-</u>	<u>-</u>

Resources Portfolio
Items to be Allocated
Norman Jones

DESCRIPTION

EMPLOYEES (FTE = Full Time Equivalents)

COST CENTRES INCLUDED IN THIS BUDGET PAGE

0092 Items to be Allocated

Resources Portfolio

Items to be Allocated

	Norman Jones	Indicative	
	Original 2017-2018 £	Original 2018-2019 £	Original 2019-2020 £
Controllable Expenditure			
Employee Expenses	(150,000)	(100,000)	(100,000)
Supplies & Services			
Other Fees	71,000	71,000	71,000
Total Expenditure	<u>(79,000)</u>	<u>(29,000)</u>	<u>(29,000)</u>
Controllable Expenditure	<u>(79,000)</u>	<u>(29,000)</u>	<u>(29,000)</u>
Items to be Allocated Net Expenditure	<u><u>(79,000)</u></u>	<u><u>(29,000)</u></u>	<u><u>(29,000)</u></u>

GENERAL FUND CAPITAL PROGRAMME

	Planned Delivery				Programme but not allocated £000
	2016/17 £000	2017/18 £000	2018/19 £000	2019/20 £000	
ENVIRONMENT					
Streetscene equipment	199	80	80	80	-
Waste Contract - replacement wheeled bins	18	100	100	100	-
Streetscene Fleet Procurement	172	-	-	-	-
Riverway Site Improved Depot Facilities	-	-	-	-	101
Crematorium - toilet upgrade	30	-	-	-	-
Total	419	180	180	180	101
COMMUNITY					
Disabled Facilities Grants	917	570	570	570	205
Private Sector Housing Assistance	75	109	-	-	-
Improvements at Glover St caravan site	-	-	-	-	142
CCTV upgrade	107	-	-	-	-
Empty Homes	88	-	-	-	-
Jubilee Grants	-	-	-	-	-
Kingsmead Marsh LNR (s106)	7	-	-	-	-
S&RH Affordable Housing (s106)	935	-	-	-	-
Total	2,129	679	570	570	347
LEISURE					
Stone Leisure Strategy	888	8,712	-	-	-
Stafford Castle - Protective System for Parking Area	8	-	-	-	-
Stafford Castle - H&S Works	5	-	-	-	-
Stafford Castle Motte	25	-	-	-	-
Rowley Park - Sports Stadium	15	-	-	-	-
Victoria Park Refurbishment	-	-	-	-	800
Brook Glen Rd Open Space (s106)	10	-	-	-	-
Multi Use Games Area Walton, Stone (s106)	65	-	-	-	-
Riverway Sports Improvements (s106)	692	-	-	-	-
Ingestre Leisure Facilities (s106)	11	-	-	-	-
Charnley Road Destination Park (s106)	395	-	-	-	-
Gatehouse - MET rigging	80	-	-	-	-
Gnosall Leisure Facilities	68	-	-	-	-
Total	2,262	8,712	-	-	800
PLANNING AND REGENERATION					
Waterscape	67	-	-	-	-
Growth Point capital	221	-	-	-	-
Stafford Town Centre Enhancement	70	-	-	-	-
Solar Panel Farm at Riverway	5	-	-	-	-
St Albans Rd Former Tip Site	5	-	-	-	-
Pearl Brook Path Improvements	75	-	-	-	-
s106/CIL Monitoring system	20	-	-	-	-
Doxey Rd Land	115	-	-	-	-
Stafford Western Access Route	-	2,500	-	-	-
Land at Fairway, Stafford	271	-	-	-	-
Total	849	2,500	-	-	-

GENERAL FUND CAPITAL PROGRAMME

	Planned Delivery				Programme but not allocated £000
	2016/17 £000	2017/18 £000	2018/19 £000	2019/20 £000	
RESOURCES					
Corporate IT equipment	50	50	50	50	-
Civic Centre - Ground floor reconfiguration	-	-	-	-	-
Stone Area Office Boiler Replacement	2	-	-	-	-
Provision to Commute Car Park Sharing Arrangement	-	750	-	-	-
E-Payments upgrade	45	-	-	-	-
Total	97	800	50	50	-
TOTAL CAPITAL PROGRAMME	5,756	12,871	800	800	1,248

Community Portfolio

Variation Statement 2017/2018 to 2019/2020

	2017/2018 Indicative	Real Terms / Efficiency Variations	2017/2018 Budget	2018/19 Indicative	Real Terms / Efficiency Variations	2018/2019 Budget	Inflation	Real Terms / Efficiency Variations	2019/2020 Budget
	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's
Employee Costs	475	- 8	467	486	- 6	480	5	7	492
Premises Related Costs	48	7	55	49	7	56	1	-	57
Transport Related Costs	21	1	22	22	-	22	-	-	22
Supplies and Services	307	- 3	304	296	- 3	293	1	-	294
Third Party Payments	83	- 6	77	85	- 7	78	2	-	80
Total Expenditure	934	- 9	925	938	- 9	929	9	7	945
Income	- 65	5	- 60	-67	6	- 61	- 1	-	- 62
Net Expenditure	869	- 4	865	871	- 3	868	8	7	883

Community Portfolio

Proposed Real Terms / Efficiency Variations

2017/18 Change

	£'000	£'000
<u>Real Term Variations</u>		
Homelessness		
Additional property rent	4	
Reduced supplies and services	-4	-
Staffing variations		-7
CCTV		
Increased repair and maintenance costs	6	
Lower contract costs	-6	-
Glover Street		
Rates payable on empty caravans	3	
Reduced income due to empty caravans	6	9
Grants reflecting Service level agreements		-5
minor variations		-1
		<u><u>-4</u></u>

2018/19 Change

	£'000	£'000
<u>Real Term Variations</u>		
Homelessness		
Additional property rent	4	
Reduced supplies and services	-4	-
Staffing variations		-6
CCTV		
Increased repair and maintenance costs	6	
Lower contract costs	-6	-
Glover Street		
Rates payable on empty caravans	3	
Reduced income due to empty caravans	6	9
Grants reflecting Service level agreements		-5
minor variations		-1
		<u><u>-3</u></u>

2019/20 Change

	£'000	£'000
<u>Real Term Variations</u>		
Increase in Superannuation		7
		<u><u>7</u></u>

Environment Portfolio

Variation Statement 2017/2018 to 2019/2020

	2017/2018 Indicative	Real Terms / Efficiency Variations	2017/2018 Budget	2018/19 Indicative	Real Terms / Efficiency Variations	2018/2019 Budget	Inflation	Real Terms / Efficiency Variations	2019/2020 Budget
	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's
Employee Costs	2,913	60	2,973	2,985	19	3,004	29	39	3,072
Premises Related Costs	330	10	340	335	16	351	5	8	364
Transport Related Costs	442	- 24	418	449	- 23	426	5	1	432
Supplies and Services	1,013	- 85	928	996	- 84	912	4	- 1	915
Third Party Payments	4,110	13	4,123	4,350	-	4,350	84	-	4,434
Total Expenditure	8,808	- 26	8,782	9,115	- 72	9,043	127	47	9,217
Income	- 4,374	- 129	- 4,503	- 4,251	- 47	- 4,298	- 77	-	- 4,375
Net Expenditure	4,434	- 155	4,279	4,864	- 119	4,745	50	47	4,842

Environment Portfolio
Proposed Real Terms / Efficiency Variations

2017/18 Change

	£'000	£'000
<u>Real Term Variations</u>		
Bereavement		
Purchase of sanctums for resale	20	
Sanctums and additional bereavement income	-70	-50
Streetscene		
repairs budget for Riverway site	12	
reduced transport costs	-12	
efficiency savings	-50	-50
Waste (increased tonnage)		
gate fees	13	
recycling credits	-46	-33
Licensing reduced income		14
Regulatory services restructure		-44
minor variations		8
		<u>-155</u>

2018/19 Change

	£'000	£'000
<u>Real Term Variations</u>		
Bereavement		
Purchase of sanctums for resale	20	
Sanctums and additional bereavement income	-70	-50
Streetscene		
repairs budget for Riverway site	12	
reduced transport costs	-12	
efficiency savings	-50	-50
Licensing reduced income		14
Regulatory services restructure		-44
2017 Business Rates revaluation		10
minor variations		1
		<u>-119</u>

2019/20 Change

	£'000	£'000
<u>Real Term Variations</u>		
Increase in pensions costs		39
2017 Business Rates revaluation		8
		<u>47</u>

Leisure Portfolio

Variation Statement 2017/2018 to 2019/2020

	2017/2018 Indicative	Real Terms / Efficiency Variations	2017/2018 Budget	2018/19 Indicative	Real Terms / Efficiency Variations	2018/2019 Budget	Inflation	Real Terms / Efficiency Variations	2019/2020 Budget
	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's
Employee Costs	3,294	57	3,351	3,368	59	3,427	32	52	3,511
Premises Related Costs	1,328	5	1,333	1,353	- 1	1,352	25	- 9	1,368
Transport Related Costs	43	-	43	44	-	44	-	-	44
Supplies and Services	1,702	- 5	1,697	1,710	- 4	1,706	2	-	1,708
Third Party Payments	18	-	18	18	-	18	-	1	19
Total Expenditure	6,385	57	6,442	6,493	54	6,547	59	44	6,650
Income	- 4,008	154	- 3,854	- 4,085	- 64	- 4,149	- 60	- 52	- 4,261
Net Expenditure	<u>2,377</u>	<u>211</u>	<u>2,588</u>	<u>2,408</u>	<u>- 10</u>	<u>2,398</u>	<u>- 1</u>	<u>- 8</u>	<u>2,389</u>

Leisure Portfolio

Proposed Real Terms / Efficiency Variations

	<u>2017/18 Change</u>	£'000	£'000
<u>Real Term Variations</u>			
Riverway 3G pitch			
Employees		54	
Premises		6	
Supplies		40	
Income		-108	-8
Beaconside (facility no longer operated)			
Supplies		-82	
Income		82	-
Events 10k run			
Supplies		20	
Income		-20	-
Stafford Leisure centre reduced gym income			161
Westbridge Park Fitness Centre reduced income			33
Delay in new stone leisure facility			94
Car parking income budgets for Stafford Leisure Centre and Westbridge Park from Planning			-71
minor variations			2
			<u>211</u>

	<u>2018/19 Change</u>	£'000	£'000
<u>Real Term Variations</u>			
Riverway 3G pitch			
Employees		55	
Premises		6	
Supplies		40	
Income		-112	-11
Beaconside (facility no longer operated)			
Supplies		-82	
Income		82	-
Events 10k run			
Supplies		20	
Income		-20	-
Rephasing of saving from new stone leisure facility			73
Car parking income budgets for Stafford Leisure Centre and minor variations			-71
			-1
			<u>-10</u>

	<u>2019/20 Change</u>	£'000	£'000
<u>Real Term Variations</u>			
Staffing variations and Increments			6
Increase in pension costs			44
2017 Business rates revaluation			-9
Rephasing of saving from new stone leisure facility			-48
minor variations			-1
			<u>-8</u>

Planning and Regeneration Portfolio

Variation Statement 2017/2018 to 2019/2020

	2017/2018 Indicative	Real Terms / Efficiency Variations	2017/2018 Budget	2018/19 Indicative	Real Terms / Efficiency Variations	2018/2019 Budget	Inflation	Real Terms / Efficiency Variations	2019/2020 Budget
	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's	£000's
Employee Costs	1,541	45	1,586	1,580	47	1,627	17	24	1,668
Premises Related Costs	888	- 38	850	903	22	925	16	7	948
Transport Related Costs	65	-	65	66	-	66	1	-	67
Supplies and Services	1,174	233	1,407	1,140	68	1,208	1	- 8	1,201
Third Party Payments	170	- 5	165	173	- 5	168	3	1	172
Total Expenditure	3,838	235	4,073	3,862	132	3,994	38	24	4,056
Income	- 3,894	- 2	- 3,896	- 3,853	123	- 3,730	- 2	1	- 3,731
Net Expenditure	- 56	233	177	9	255	264	36	25	325

Planning and Regeneration Portfolio

Proposed Real Terms / Efficiency Variations

2017/18 Change

	£'000	£'000
<u>Real Term Variations</u>		
Design Advisor Post		44
2017 Business Rates revaluation		-100
Waterfront Multi Storey Car Park increased electricity costs		
Electricity	47	
Service charges	14	61
Parking		
Enforcement costs	13	
Anticipated Payment to SCC (share of joint car park)	13	
Reduced income	35	61
Local Plan Expenditure (from grants and reserves)		
Expenditure	184	
Income	-190	-6
LABGI projects		
Expenditure	23	
Income	-23	-
Car parking budgets for Stafford Leisure Centre and Westbridge park transferred to Leisure		71
Reduced Market income		100
minor variations		2
		<u>233</u>

2018/19 Change

	£'000	£'000
<u>Real Term Variations</u>		
Design Advisor Post		46
2017 Business Rates revaluation		-37
Waterfront Multi Storey Car Park increased electricity costs		
Electricity	47	
Service charges	14	61
Parking enforcement costs		13
Local Plan Expenditure (from grants and reserves)		
Expenditure	52	
Income	-52	-
LABGI projects		
Expenditure	3	
Income	-3	-
Car parking budgets for Stafford Leisure Centre and Westbridge		71
Reduced Market income		100
minor variations		1
		<u>255</u>

2019/20 Change

	£'000	£'000
<u>Real Term Variations</u>		
Increase in pension costs		23
2017 Business Rates revaluation		7
Local Plan Expenditure (from grants and reserves)		
Expenditure	-5	
Income	5	-
	<hr/>	
LABGI projects		
Expenditure	-3	
Income	3	-
	<hr/>	
minor variations		-5
		<hr/> 25 <hr/>

Resources Portfolio

Variation Statement 2017/2018 to 2019/2020

	2017/2018 Indicative	Real Terms / Efficiency Variations	2017/2018 Budget	2018/19 Indicative	Real Terms / Efficiency Variations	2018/2019 Budget	Inflation	Real Terms / Efficiency Variations	2019/2020 Budget
Employee Costs	3,925	- 147	3,778	4,028	- 93	3,935	39	56	4,030
Premises Related Costs	1,166	62	1,228	1,175	65	1,240	25	2	1,267
Transport Related Costs	75	- 2	73	76	- 2	74	1	-	75
Supplies and Services	1,716	206	1,922	1,872	57	1,929	9	- 1	1,937
Third Party Payments	2,540	- 33	2,507	2,603	- 87	2,516	50	15	2,581
Transfer Payments	26,112	- 1,547	24,565	26,633	- 1,578	25,055	500	-	25,555
Total Expenditure	35,534	- 1,461	34,073	36,387	- 1,638	34,749	624	72	35,445
Income	- 28,924	1,418	- 27,506	- 29,396	1,378	- 28,018	- 535	2	- 28,551
Net Expenditure	6,610	- 43	6,567	6,991	- 260	6,731	89	74	6,894

Resources Portfolio

Proposed Real Terms / Efficiency Variations

	<u>2017/18 Change</u>	£'000	£'000
<u>Real Term Variations</u>			
Apprenticeship Levy			50
2017 Business rates revaluation			55
Shared service saving (net of restructuring costs)			-15
Reduced members allowances			-15
Housing benefits review of spend			
Expenditure	- 1,547		
Income	1,547		-
Civic Centre income			-86
Housing benefit administration grant			-49
Additional utility costs			7
Law & administration reserve falling out			9
minor variations			1
			<u>-43</u>
	<u>2018/19 Change</u>	£'000	£'000
<u>Real Term Variations</u>			
Apprenticeship Levy			50
Employee turnover saving			-100
2017 Business rates revaluation			58
Shared service saving			-71
Reduced members allowances			-15
Housing benefits review of spend			
Expenditure	- 1,578		
Income	1,578		-
Civic Centre income			-156
Additional utility costs			7
Housing benefit administration grant			-49
Law & administration reserve falling out			9
minor variations			7
			<u>-260</u>
	<u>2019/20 Change</u>	£'000	£'000
<u>Real Term Variations</u>			
Increments			6
Increase in pension costs			52
Shared services			16
			<u>74</u>

**STAFFORD BOROUGH COUNCIL - GENERAL FUND RESERVES & BALANCES
AND CAPITAL RESOURCES 2016/17 TO 2019/20**

	01/04/2016	01/04/2017	01/04/2018	01/04/2019	01/04/2020
	£	£	£	£	£
Business Rates Reserve	1,962,808	0	0	0	0
Revenue Surplus	1,890,251	886,251	1,221,251	277,251	-1,108,749
Contingency					
Revenue Surplus	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Insurance Reserve	407,923	407,923	407,923	407,923	407,923
VAT - Partial Exemption	195,300	195,300	195,300	195,300	195,300
	1,603,223	1,603,223	1,603,223	1,603,223	1,603,223
Grants					
Strategic Health Delivery	132,041	130,861	130,861	130,861	130,861
Penkside Project	2	2	2	2	2
Homelessness Prevention	113,261	106,111	103,171	99,451	99,451
Growth Point Grant	4,464	4,464	4,464	4,464	4,464
LPSA - Anti Social Behaviour	83,507	66,537	66,537	66,537	66,537
Shared Service Support	540	0	0	0	0
Staffordshire Warm Homes Grant	44,341	44,341	44,341	44,341	44,341
Homelessness Prevention Loans	6,280	0	0	0	0
Arts Council Funding	6,325	6,325	6,325	6,325	6,325
Flare Development	67,578	67,578	67,578	67,578	67,578
Implementing Welfare Reform	21,485	21,485	21,485	21,485	21,485
ESA funding (Revs & Bens)	2,007	2,007	2,007	2,007	2,007
Neighbourhood Planning Grant	64,000	64,000	64,000	64,000	64,000
Stafford & Surrounds Fund	35,166	35,166	35,166	35,166	35,166
Elector Grant	47,463	47,463	47,463	47,463	47,463
Inspire Grant	7,000	7,000	7,000	7,000	7,000
Large Sites Infrastructure Prog	64,742	13,660	0	0	0
FERIS	8,194	8,194	8,194	8,194	8,194
Safer Neighbourhood Panels	6,094	4	4	4	4
Land Charges Grant	95,460	0	0	0	0
Localisation of Council Tax Support	22,414	0	0	0	0
Discretionary Housing Payments	17,428	0	0	0	0
New Burdens Funding	31,110	0	0	0	0
Discretionary Rate Relief	118,580	118,580	118,580	118,580	118,580
	999,480	743,777	727,177	723,457	723,457
Donations					
Loans to Sports Clubs	4,588	4,588	4,588	4,588	4,588
Grants Sports Clubs	6,350	6,350	6,350	6,350	6,350
Crematorium resurfacing road	0	0	0	0	0
Coaching Fund	2,047	2,047	2,047	2,047	2,047
Youth Theatre	15,595	5,900	5,900	5,900	5,900
Castle Donations	9,628	9,628	9,628	9,628	9,628
High House Donations	19,650	19,650	19,650	19,650	19,650
	57,858	48,163	48,163	48,163	48,163
Sinking Fund					
Cremator Sinking Fund	150,000	200,000	250,000	300,000	300,000
Pest Control Vehicles	32,400	48,800	65,200	81,600	81,600
Sweepers Sinking Fund	-127,011	-57,011	12,989	82,989	82,989
SLC Sinking Fund	130,229	50,000	100,000	150,000	150,000
Rowley Park 3G Pitch Sinking Fund	45,000	60,000	75,000	90,000	90,000
	230,618	301,789	503,189	704,589	704,589

**STAFFORD BOROUGH COUNCIL - GENERAL FUND RESERVES & BALANCES
AND CAPITAL RESOURCES 2016/17 TO 2019/20**

	01/04/2016	01/04/2017	01/04/2018	01/04/2019	01/04/2020
	£	£	£	£	£
<u>Shared Services</u>					
HR Shared Service	82,776	0	0	0	0
IT Shared Service	199,182	0	0	0	0
Legal Shared Service	304,057	0	0	0	0
Shared Services Transformation	0	160,000	160,000	160,000	160,000
	586,014	160,000	160,000	160,000	160,000
<u>Rolling Programme</u>					
Housing Needs Survey	36,260	37,770	52,770	52,770	52,770
Elections	111,125	146,125	181,125	216,125	216,125
	147,385	183,895	233,895	268,895	268,895
<u>Community</u>					
Lets Work Together	4,000	0	0	0	0
Home Energy Conservation	30,000	25,700	25,700	25,700	25,700
Private Sector Housing	12,596	12,596	12,596	12,596	12,596
Housing Strategy	20,000	20,000	20,000	20,000	20,000
Rental Income	3,800	0	0	0	0
Sanctuary	2,417	7	7	7	7
CCTV Infrastructure	45,000	30,000	30,000	30,000	30,000
	117,813	88,303	88,303	88,303	88,303
<u>Corporate</u>					
Restructuring	43,582	35,322	35,322	35,322	35,322
Training	52,535	52,535	52,535	52,535	52,535
Climate Change	15,228	8,000	8,000	8,000	8,000
Provision for Future Maintenance	206,380	80,000	0	0	0
Fleming Claims	75,934	0	0	0	0
Queens Jubilee/Olympic Celebrations	10,582	2,642	0	0	0
LAMS Interest Set Aside	30,129	0	0	0	0
Leisure Review	3,900	0	0	0	0
Pensions Reserve	51,920	51,920	51,920	51,920	51,920
Corporate Initiatives	0	201,936	201,936	201,936	201,936
	490,190	432,355	349,713	349,713	349,713
<u>Environment</u>					
Memorials Testing	102,592	102,592	102,592	102,592	102,592
LNR	4,334	4,334	4,334	4,334	4,334
Dog Warden	8,000	8,000	8,000	8,000	8,000
Future Recycling Initiatives	82,630	82,630	82,630	82,630	82,630
Streetscene Transformation	74,986	73,736	101,086	128,436	128,436
Pest Control	105,951	32,951	32,951	32,951	32,951
Food Safety	9,980	9,980	9,980	9,980	9,980
Partnerships	5,640	0	0	0	0
Crematorium office/mess	8,000	8,000	8,000	8,000	8,000
Empty Homes Officer	7,000	0	0	0	0
National Assistance Act Burials	4,000	4,000	4,000	4,000	4,000
Waste Contingency	80,500	80,500	80,500	80,500	80,500
Waste Advertising	10,000	10,000	10,000	10,000	10,000
CAMEO - emissions trading scheme	27,738	27,738	27,738	27,738	27,738
	531,351	444,461	471,811	499,161	499,161
<u>Leisure</u>					
Arts Development	10,750	0	0	0	0
Children's Gym PCT	31,450	31,450	31,450	31,450	31,450
Parks	18,258	18,258	18,258	18,258	18,258
	60,458	49,708	49,708	49,708	49,708

**STAFFORD BOROUGH COUNCIL - GENERAL FUND RESERVES & BALANCES
AND CAPITAL RESOURCES 2016/17 TO 2019/20**

	01/04/2016	01/04/2017	01/04/2018	01/04/2019	01/04/2020
	£	£	£	£	£
<u>Planning</u>					
LDF	169,772	141,792	133,312	130,852	130,852
Regeneration (LABGI)	43,088	20,158	12,678	12,678	12,678
Christmas Lights	2,700	0	0	0	0
Planning Admin	16,546	0	0	0	0
CIL	-20,250	-52,880	-52,880	-52,880	-52,880
Parking Manager	3,475	3,475	3,475	3,475	3,475
Parking	300	300	300	300	300
Dev Mgmt. Equalisation	100,000	94,080	83,000	66,450	66,450
	315,632	206,926	179,886	160,876	160,876
<u>Resources</u>					
Emergency Planning	8,980	0	0	0	0
Health & Safety	41,634	36,634	31,634	26,634	26,634
HR future shared service development	53,888	48,558	43,098	37,488	37,488
Performance Management	10,005	0	0	0	0
Mayoral Support	5,000	0	0	0	0
Elections Software	33,684	25,584	25,584	25,584	25,584
Legal Services	2,025	0	0	0	0
400th Anniversary of Mayoralty	10,000	0	0	0	0
Asset Management	19,856	0	0	0	0
Policy Post	20,000	6,270	6,270	6,270	6,270
	205,071	117,046	106,586	95,976	95,976
<u>Section 106</u>					
Section 106 commuted sums	213,302	178,742	144,182	109,622	109,622
Section 106 commuted sums	0	0	0	0	0
Cannock SAC Contribution	59,734	59,734	59,734	59,734	59,734
S106 swimming pool	4,180	4,180	4,180	4,180	4,180
S106 Sports cts/hall	5,545	5,545	5,545	5,545	5,545
S106 Artificial Turf	757	757	757	757	757
	283,518	248,958	214,398	179,838	179,838
<u>Capital</u>					
RCCO GF	1,431,407	1,825,000	137,000	292,000	70,000
Invest to Save	23,961	23,961	23,961	23,961	23,961
Budget support	773,061	885,061	5,061	5,061	5,061
De Minimis Capital Spending	349,166	349,166	112,166	112,166	8,166
Modular Staging contribution	5,700	11,400	11,400	11,400	11,400
VAT Shelter	2,133,415	1,709,655	89,655	9,655	9,655
	4,716,709	4,804,242	379,242	454,242	128,242
Rollovers 15-16	75,970	0	0	0	0
	14,274,352	10,319,098	6,336,546	5,663,396	3,951,396
<u>Earmarked</u>					
<u>Note re Capital</u>					
Earmarked Reserves	4,716,709	4,804,242	379,242	454,242	128,242
Right to Buy	634,911	916,911	116,911	266,911	0
Capital Receipts	563,174	1,762,174	312,174	312,174	174
Capital Grants	634,954	342,954	233,954	233,954	35,954
Other	80,016	129,016	185,016	241,016	17,016
	6,629,765	7,955,298	1,227,298	1,508,298	181,387

Stafford Borough Council - Business Rates Retention

	2017-18	2018-19	2019-20
	£	£	£
<u>A.Business Rates Collection Fund</u>			
Gross Rates	-56,233,020	-57,559,330	-59,142,880
Less <u>Reliefs etc.</u>			
Mandatory Relief	5,155,900	5,259,020	5,364,200
Discretionary relief	291,760	297,600	303,550
Exemptions	1,634,010	1,666,690	1,700,020
Cost Of Collection	167,690	171,040	174,460
Losses on collection	2,988,540	2,998,310	3,058,280
Business Rates Collectable	-45,995,120	-47,166,670	-48,542,370
Less <u>amount due to</u>			
Government	22,997,560	23,583,340	24,271,190
County	4,139,560	4,245,000	4,368,810
Fire	459,950	471,670	485,420
Net Business attributable to SBC	<u>-18,398,050</u>	<u>-18,866,660</u>	<u>-19,416,950</u>
<u>B. General Fund determination of retained Business Rates</u>			
Net Business Rates attributable to SBC	-18,398,050	-18,866,660	-19,416,950
less Tariff	13,472,340	13,813,410	14,089,680
Core Funding	<u>2,637,640</u>	<u>2,722,500</u>	<u>2,819,340</u>
Growth	-2,288,070	-2,330,750	-2,507,930
Plus			
New Burdens funding subject to Levy			
Small Business Rates Relief	-792,520	-808,040	-823,400
Amount subject to levy	-3,080,590	-3,138,790	-3,331,330
Levy	<u>1,540,300</u>	<u>1,569,390</u>	<u>1,665,670</u>
Business Rates Growth	<u>-1,540,290</u>	<u>-1,569,400</u>	<u>-1,665,660</u>
S&SOT Redistribution of Levy	<u>-616,120</u>	<u>-627,760</u>	<u>-666,270</u>
Retained Business Rates			
Core Funding	-2,637,640	-2,722,500	-2,819,340
Growth	-1,540,300	-1,569,390	-1,665,670
S&SOT Redistribution of Levy	-616,120	-627,760	-666,270
	<u>-4,794,060</u>	<u>-4,919,650</u>	<u>-5,151,280</u>
Business Rates	-4,177,940	-4,291,890	-4,485,010
S&SOT	-616,120	-627,760	-666,270
TOTAL Retained Income	<u>-4,794,060</u>	<u>-4,919,650</u>	<u>-5,151,280</u>