

Budget Book 2018/19

**General Fund and Housing Revenue Account
Capital Programmes**



NUNEATON AND BEDWORTH BOROUGH COUNCIL

GENERAL FUND and HOUSING REVENUE ACCOUNT (HRA) 2018/19

REVENUE BUDGET CAPITAL PROGRAMMES FEES & CHARGES

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Foreword

1 Introduction

1.1 The Council approved the 2018/19 budget on 14th February 2018. In addition to approving the General Fund and Housing Revenue Account budgets for 2018/19, the Council determined the Council Tax for the Council also approving the Capital Programme for the General Fund and HRA and the Treasury Strategy for the year.

1.2 This budget book sets out the background information and details behind the budgets as follows:

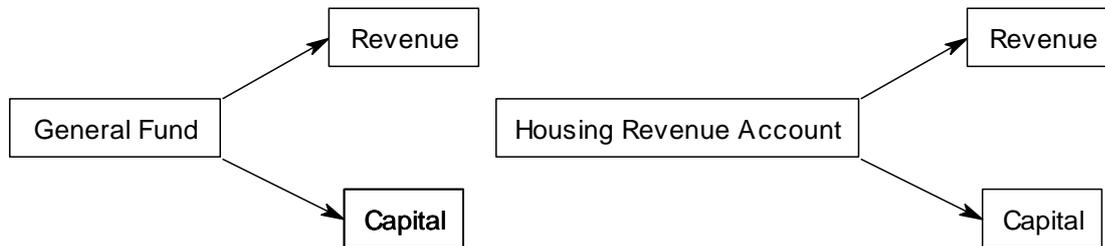
- Council Tax Setting 2018/19
- Nuneaton and Bedworth Council Tax Requirement 2018/19
- Housing Revenue Account
- General Fund Budgets (Appendices A & B)
- Support Services Summaries (Appendix C)
- HRA Budget (Appendix D)
- General Fund and HRA Capital Programmes (Appendices E & F)

1.3 Additional information in relation to Coding is provided as follows as a reference point for internal staff:

- Payroll Coding when employing new starters (Appendix G)
- Mentec Codes for use when paying money in over the counter (Appendix H)

2. Local Government Finance and Budget setting 2018/19 - Background

The Council's spending can be categorised in the following way:



- ❑ Revenue Spending is on day-to-day costs like employees, premises and transport.
- ❑ Capital Spending is for buying assets that will be of use to the authority for more than one year, such as vehicles and buildings.
- ❑ The Housing Revenue Account (HRA) is the council acting as a Landlord for the management, maintenance and letting of our own housing stock. The HRA is a separate ring-fenced fund from the General Fund and is primarily funded by rental income.
- ❑ All other spend and income is classed as General Fund.

- 2.1 Local Authority spending is financed through Business rates, Central Government Grant and raising Council Tax. We also have other sources of income, which relate directly to the provision of a service. These are raised through fees and charges and include charges for the use of car parks, events at the Civic Hall and planning applications for example. We may also receive some specific government grants for providing some services.
- 2.2 The council's budget is still significantly influenced by the level of grant received from central Government. There have been large reductions in central government grant for Nuneaton and Bedworth Borough Council over recent years and the council's net budget has therefore also decreased. The draft Local Government Finance Settlement was announced on 19th December 2017, with the final settlement not being announced until the 6th February 2018. The table below shows the settlement for Nuneaton and Bedworth and shows a reduction of £396,000 in 2018/19. For information purposes the pre-CSR 2010 funding is also given to show how the level of central Government funding has reduced over recent years.

	Pre CSR 10 2010/11* £'000	2015/16 £'000	2016/17 £'000	2017/18 £'000	2018/19 £'000
Funding (RSG & retained business rates)	10,507	5,939	4,955	4,216	3,820
Annual reduction (£)		1,108	984	739	396
Cumulative reduction (£)		4,568	5,552	6,291	6,687
Cumulative reduction (%)		44%	53%	60%	64%

(* Restated to include Local Council tax Support Grant)

It is anticipated that central government funding will continue to fall for the foreseeable future, and as such we will become more reliant on business rates and council tax income to support the services we provide.

- 2.2 The difference between what we spend and the income we raise from fees and charges, business rates and central Government grant(s) is known as the **council tax requirement**, and this is what we will need to be raised through council tax to support service provision for the coming year.
- 2.3 Council Tax is a charge on all homes within the Borough. All properties are placed into one of eight bands (A-H) plus a band for disability discount, based on valuation in April 1991.
- 2.4 From April 2013 there were some significant changes to the way in which Local Government was funded.
- 2.5 Business Rates Retention – prior to 2013/14 business rates were pooled nationally and each local authority received a fixed proportion back as part of their Revenue Support Grant. As part of Business Rates Retention (BRR) changes introduced in April 2013, authorities now keep a proportion of the business rates they collect in their area, but to ensure some equalisation of resources there is a system of tariffs and top-ups in place where an authority's income is compared to their spending need. There is also a safety net in place if an authority's income falls below a certain amount, and a levy of 50% will be payable on any growth above RPI.
- 2.6 The government takes a 'central share' of 50% of all business rates income before baselines are set and this will be used to fund Revenue Support Grant allocations and other government grants. The remaining 50% will be the 'local share' with 40% being retained by the district and 10% being apportioned to the county council in two tier areas, like Warwickshire.

- 2.7 Each authority has been set a Business Rates Baseline and a Spending Needs Baseline in the finance settlement. If the business rates baseline is greater than the needs baseline, the difference will be paid to the government as a tariff, which is the position for NBBC. The Business Rates Baseline will be increased by RPI each year until the next reset (thought to be 2020/21) and the tariff payment will also be up-rated each year by RPI. The actual business rates collected each year will be compared to the baseline to identify if any growth has been achieved or if a safety net payment is due.
- 2.8 Nuneaton and Bedworth are part of the Coventry and Warwickshire business rates pool. This has meant that any tariff payable is made through the pool to central Government, along with the other Warwickshire Districts, the County Council and Coventry City Council. The operation of the Coventry and Warwickshire pool has meant that the tariff payments made by the council are reduced and more business rates income can be kept locally.
- 2.9 Local Council Tax Support - Council tax benefit was abolished in April 2013 and replaced by a Local Council tax support scheme. The scheme now operates as a discount rather than a benefit, and therefore reduces the amount of council tax that we collect. The grant we originally received to fund this scheme now forms part of the Revenue Support Grant receivable from central Government and as such is subject to the same level of reductions in funding in 2018/19 and future years.
- 2.10 The tax base (the amount of properties that pay council tax) for 2018/19 has been set at 37,187.30, after the impact of Local Council Tax Support (LCTS). This represents an increase of approximately 2.3% from 2018/19, due to an increase in the number of properties in the Borough, the impact of exemptions and reduced caseload for council tax support.
- 2.11 The council tax referendum principles limit District Councils to an increase of 3%, or £5, whichever is the highest. At the council meeting on 14th February 2018, it was agreed that the Nuneaton and Bedworth Borough Council element of the council tax should be increased by 2.99% for 2018/19.
- 2.12 Self-financing for the HRA was implemented in April 2012.
- 2.13 The council has continued to monitor and update its 30 year business plan for the HRA detailing its future strategy regarding a number of areas including investment needs in its stock, and rent setting.
- 2.14 In 2018/19, Housing related support grant will disappear as a source of financing support costs in the HRA, rents for the majority of properties have decreased by 1% in line with Government expectations, excluding supported accommodation types which have been excluded for 1 year. Other significant risks have been identified with potentially considerable financial implications, like the extension of the right to buy to RSL tenants, funded through the sale of high value voids, further welfare reform changes and the

uncertainty over the pay to stay agenda. At the time of writing, very little information is available on these initiatives and as such no specific costs were built into the 2018/19 HRA. Rental income remains the major source of financing for revenue costs including the management and maintenance of the stock, whilst significant revenue contributions are also used to finance the high levels of improvement and capital investment needs of the service.

2.15 The average rent for a council dwelling in 2018/19 is anticipated to be £77.56 per week based on a 52 week.

3 Council Tax Setting 2018/19

3.1 The overall Council Tax position in Nuneaton and Bedworth is summarised below: -

Council Tax 2018/19	Levies	Band D Equivalent	Percentage of Total
	£	£ . p	%
Nuneaton & Bedworth Borough Council	8,437,054	226.88	12.6%
Warwickshire County Council	47,930,339	1,288.89	71.8%
Adult Social Care	2,781,238	74.79	4.2%
Warwickshire Police & Crime Commissioner	7,585,465	203.98	11.4%
Total Requirements	66,734,097	1,794.54	100.00%

3.2 The amounts of Council Tax applying to each property band are:

Band	No of Properties	Council Tax by Band £
AR	39	996.97
A	20,184	1,196.36
B	12,874	1,395.75
C	12,819	1,595.15
D	6,914	1,794.54
E	2,515	2,193.33
F	667	2,592.11
G	161	2,990.90
H	6	3,589.08
Total properties	56,179	

3.3 Approximately 82% of the chargeable properties in the Borough fall within Bands A, B or C so most properties in NBBC will pay less than the Band D charge.

3.4 In 2018/19 the Police and Crime Commissioner have not increased their part of the council tax, Warwickshire County Council have increased their share by 4.99% overall, which includes the additional 2% charge, specifically authorised in respect of social care. NBBC has increased their element of the council tax by 2.99%. The total average council tax bill increase in NBBC will therefore be 4.87%.

4 Nuneaton and Bedworth General Fund 2018/19

4.1 Sources of available funding and the council tax base are shown below:

Funding Summary	2018/19 £
Central Government Funding	
Revenue Support Grant	268,712
New Homes Bonus (time limited funding)*	1,304,545
Total Government Support	1,573,257
Local Funding	
Net retained business rates	4,450,000
Council Tax Precept	8,437,055
Collection Fund (Surplus)/Deficit	95,000
	12,982,055
Council Tax base (no. Band D equivalent properties)	37,187.30

* New Homes Bonus is time limited funding given to Nuneaton and Bedworth Borough Council from central Government, based on the number of new homes built or empty properties brought back into use in the year. The allocation is based on 80% of the national band D equivalent council tax and is, payable for a 6 year period, with additional payments made for affordable homes.

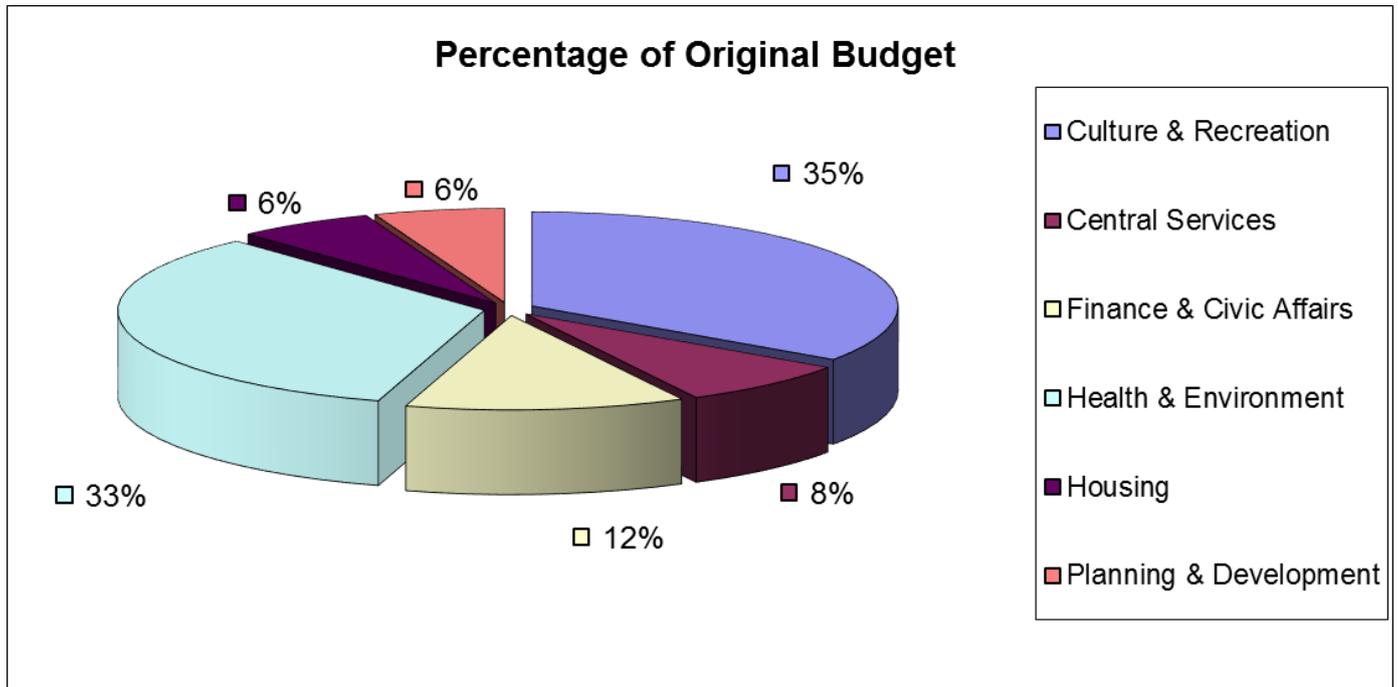
4.2 A summary of the General Fund Budget is given overleaf and more detailed information is included on pages 13 to 51. Each service area has the unit cost per head of the population, per head of the population, and per property to give an indication of these costs.

General Fund Budget Summary

	Actual 2016/17 £	Original Budget 2017/18 £	Original Budget 2018/19 £
Arts & Leisure	5,669,226	5,494,890	5,106,570
Central Services	1,239,546	1,154,960	1,134,800
Finance & Civic Affairs	1,743,959	1,483,680	1,816,600
Health & Environment	4,678,143	4,835,900	4,942,190
Housing	748,057	852,400	895,140
Planning & Development	536,044	865,200	849,420
Portfolio Total	14,614,975	14,687,030	14,744,720
Central Provisions	362,876	364,500	334,500
Depreciation & Impairment	(3,079,534)	(3,242,690)	(3,056,330)
Transfers To/(From) Reserves	(724,185)	(1,146,495)	(999,155)
Financing of Capital Expenditure	2,570,728	3,792,522	2,873,655
PWLB Premiums & Discounts	21,063	21,063	21,063
Interest & Investment Income	(275,947)	(223,000)	(247,112)
Minimum Revenue Provision	462,773	475,684	427,696
External Interest Paid (GF Only)	441,870	444,275	444,275
Total Council Net Expenditure	14,394,619	15,172,889	14,543,312
Net Retained Business Rates	(2,972,034)	(4,487,202)	(4,450,000)
Revenue Support Grant	(1,576,755)	(768,291)	(268,712)
Government Grants including New Homes Bonus	(2,041,122)	(1,879,346)	(1,304,545)
Collection Fund deficit (Surplus)	(99,374)	(60,000)	(95,000)
	7,681,165	7,978,050	8,425,055
To/(From) General Fund Working Balances	6,087	28,500	12,000
COUNCIL TAX REQUIREMENT	7,687,252	8,006,550	8,437,055

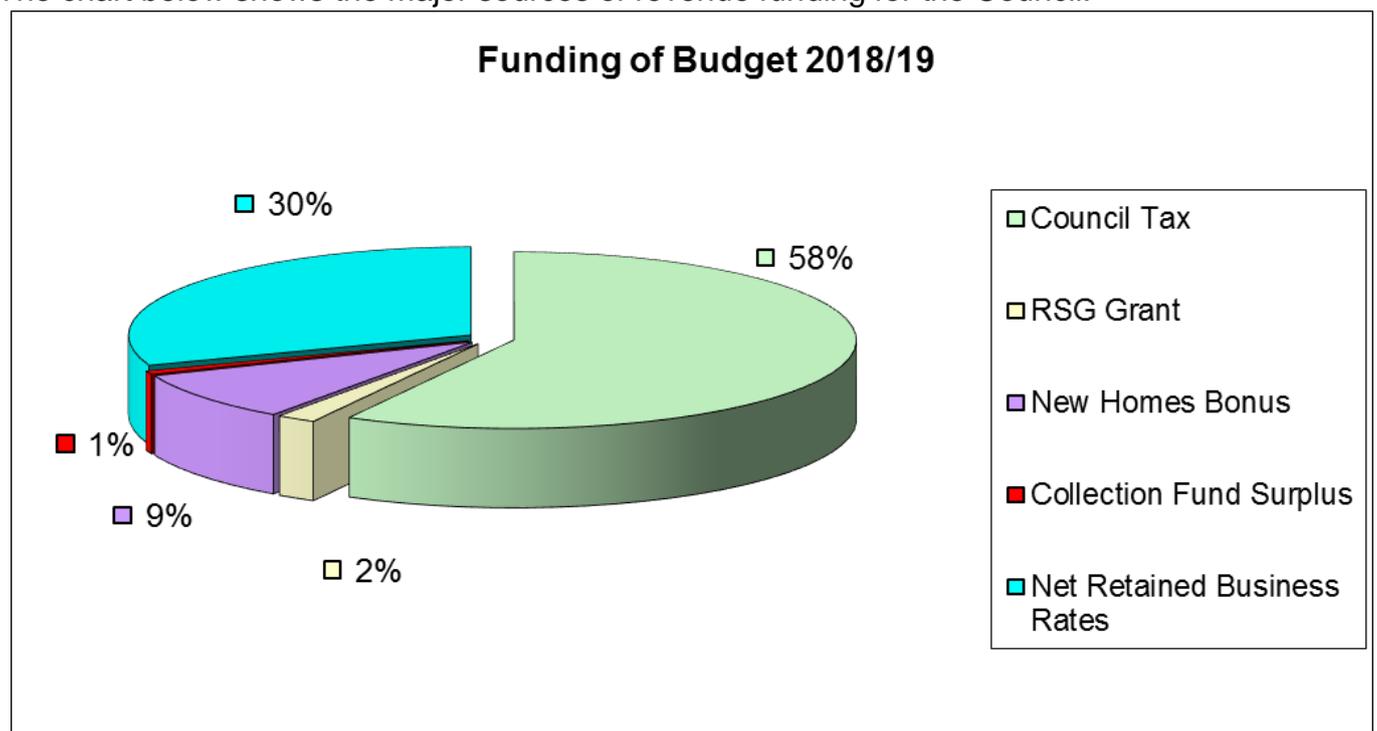
4.3 Where the money is spent

The chart below shows how the money is spent across portfolios for 2018/19:



4.4 Where the money comes from

The chart below shows the major sources of revenue funding for the Council:



5 Fees & Charges

- 5.1 Car park charges and markets have not been increased in 2018/19.
- 5.2 Cemetery charges have increased to partly offset the cost of the service and bring into line with CIPFA neighbours over a period of years.
- 5.3 A statutory 20% increase has been implemented on Planning Fees.
- 5.4 Building control fees were reviewed during 2018/19 and have been increased by 3.1% in line with CPI.
- 5.5 All fees and charges are subject to review and may be subject to change.
- 5.6 Full details on fees and charges can be found separately on the NBBC website under Fees and Charges 2018 - 2019.

6 Housing Revenue Account

- 6.1 A summary of the Housing Revenue Account budget is shown on page 53 and shows an estimated surplus of £277,730 for 2018/19.
- 6.2 Rent on HRA Council dwellings including Homeless hostel charges have reduced by 1% in 2018/19. As such the average weekly rent is estimated to be £77.56 based on a 52 weeks per annum rent in 2018/19.
- 6.3 Details on fees and charges can be found on the NBBC website under Fees and Charges 2018/19.

7 General Fund Capital Programme

7.1 The capital programme for 2018/19 is £12.967m for approved schemes. The General Fund Capital Programme is shown on page 56.

7.2 The capital programme can be funded from capital receipts, borrowing, revenue contributions or grants. The 2018/19 programme has been funded as follows:

Type of Funding	£'000
Capital Receipts	5,121
Earmarked Reserves	2,874
Grants and External Contributions	4,972
Prudential Borrowing	0
Total	12,967

8 HRA Capital Programme

8.1 The 2018/19 programme for HRA Capital is £13,728m. The funding for this is shown in the table below:

Source	£'000
Major Repairs Reserve	8,501
Earmarked Reserves/HRA Revenue	4,189
Capital Receipts	1,038
Total Resources	13,728

8.2 The programme totalling £13.728m is detailed in Appendix F on page 57.

SIMONE HINES

Director – Finance and Procurement

February 2018

ARTS & LEISURE PORTFOLIO SUMMARY

	Actual 2016/17 £	Original Budget 2017/18 £	Original Budget 2018/19 £
ENVIRONMENTAL PROJECTS	95,149	110,150	87,920
CEMETERIES	100,561	86,390	83,520
ALLOTMENTS	5,323	5,420	5,730
PARKS	2,096,254	2,115,880	2,012,330
COMMUNITY RECREATION	1,612,895	1,338,830	1,226,200
SPORTS DEVELOPMENT	397,535	449,630	346,670
CIVIC HALL	673,351	730,590	692,060
MUSEUM	420,095	441,240	433,960
ARTS DEVELOPMENT	11,430	12,470	12,470
COMMUNITY CENTRES	256,634	204,290	205,710
NET EXPENDITURE	5,669,226	5,494,890	5,106,570
	Actual 2016/17 £	Original Budget 2017/18 £	Original Budget 2018/19 £
Employees & Support Services	1,369,849	1,351,930	1,197,850
Running Expenses	4,617,711	4,168,900	4,009,990
Capital Charges	1,236,811	1,266,240	1,224,080
GROSS EXPENDITURE	7,224,371	6,787,070	6,431,920
Income	(1,551,005)	(1,292,180)	(1,325,350)
Contribution from Earmarked Reserves	(4,140)		
NET EXPENDITURE	5,669,226	5,494,890	5,106,570
Estimated Service Cost per - Head of the Population	£44.93	£43.55	£40.47
-Property in the Borough	£100.91	£97.81	£90.90

ARTS & LEISURE BUDGET SUMMARY

	Actual 2016/17 £	Original Budget 2017/18 £	Original Budget 2018/19 £
<u>SERVICE: ENVIRONMENTAL PROJECTS</u>			
Budget Holder: Philip Richardson (BT00-BT05)			
Employees & Support Services	29,323	19,010	19,640
Running Expenses	69,177	91,140	63,980
Capital Charges	788		4,300
Contribution from Earmarked Reserves			
Other	(4,140)		
ENVIRONMENTAL PROJECTS NET EXPENDITURE	95,149	110,150	87,920
COST CENTRE DETAIL(Code and Description)			
BT00 - Environmental Projects	95,149	110,150	87,920
ENVIRONMENTAL PROJECTS NET EXPENDITURE	95,149	110,150	87,920

Service Description:

This includes expenditure on works on open spaces, such as maintaining green tracks and working with volunteers to improve local environments.

Estimated Service Cost per - Head of the Population	£0.75	£0.87	£0.70
-Property in the Borough	£1.69	£1.96	£1.56

SERVICE: CEMETERIES

	Actual 2016/17 £	Original Budget 2017/18 £	Original Budget 2018/19 £
Budget Holder: Philip Richardson (CC00)			
Employees & Support Services	40,277	40,750	39,320
Running Expenses	265,273	274,680	277,950
Capital Charges	4,659	4,660	1,700
Income	(209,647)	(233,700)	(235,450)
CEMETERIES NET EXPENDITURE	100,561	86,390	83,520
CC00 - Cemeteries General	100,561	86,390	83,520
CEMETERIES NET EXPENDITURE	100,561	86,390	83,520

Service Description:

This includes all costs associated with the provision of cemeteries at five sites throughout the Borough, including any income received.

Estimated Service Cost per - Head of the Population	£0.80	£0.68	£0.66
-Property in the Borough	£1.79	£1.54	£1.49

ARTS & LEISURE BUDGET SUMMARY (Continued)**SERVICE: ALLOTMENTS**

	Actual 2016/17 £	Original Budget 2017/18 £	Original Budget 2018/19 £
Budget holder: Philip Richardson (CE05)			
Employees & Support Services	8,676	8,750	9,020
Running Expenses	3,196	3,030	3,070
Capital Charges			
Income	(6,550)	(6,360)	(6,360)
Other			
ALLOTMENTS NET EXPENDITURE	5,323	5,420	5,730

COST CENTRE DETAIL (Code & Description)

CE05 - Allotments-General	5,323	5,420	5,730
ALLOTMENTS NET EXPENDITURE	5,323	5,420	5,730

Service Description:

Various allotments sites are available throughout the Borough for hire from the council.

Estimated Service Cost per - Head of the Population	£0.04	£0.04	£0.05
-Property in the Borough	£0.09	£0.10	£0.10

	Actual 2016/17 £	Original Budget 2017/18 £	Original Budget 2018/19 £
<u>SERVICE: PARKS</u>			
Budget Holder: Philip Richardson (CG00-CG64)			
Employees & Support Services	234,717	212,690	170,730
Running Expenses	1,903,023	1,918,520	1,880,380
Capital Charges	186,693	216,880	194,930
Income	(228,179)	(232,210)	(233,710)
PARKS NET EXPENDITURE	2,096,254	2,115,880	2,012,330

COST CENTRE DETAIL (Code and Description)

CG00 - General	309,386	321,020	242,740
CG05 - General Grounds Maintenance	152,508	133,130	133,300
CG10 - Playground Maintenance	117,831	135,010	127,020
CG13 - Grounds Maintenance-Contract 3	509,024	515,090	517,720
CG14 - Grounds Maintenance Contracts 1&2	718,411	732,490	711,440
CG16 - Destination Parks	67,492	57,000	57,000
CG17 - Community Parks	89,485	85,930	85,930
CG18 - Local Parks	31,274	47,700	47,700
CG52 - Pavilions	100,843	88,510	89,480
PARKS NET EXPENDITURE	2,096,254	2,115,880	2,012,330

Service Description:

This service covers all expenditure for grounds maintenance to parks and open spaces, monitoring of contracts, playground maintenance, sporting facilities contained within parks and the provision of play areas throughout the borough.

Estimated Service Cost per - Head of the Population	£16.61	£16.77	£15.95
-Property in the Borough	£37.31	£37.66	£35.82

ARTS & LEISURE BUDGET SUMMARY (Continued)

APPENDIX B

SERVICE: SPORTS DEVELOPMENT

Budget Holder: Brent Davis / Phil Richardson (CH16-CH18, CH35, CN15 & CG06)

	Actual 2016/17 £	Original Budget 2017/18 £	Original Budget 2018/19 £
Employees & Support Services	264,254	306,440	221,670
Running Expenses	187,642	185,110	140,770
Capital Charges	3,430	3,430	3,430
Income	(57,791)	(45,350)	(19,200)
Other			
SPORTS DEVELOPMENT NET EXPENDITURE	397,535	449,630	346,670

COST CENTRE DETAIL (Code & Description)

CG06 - Breakaway Club	11,435	14,000	
CG09 - Play Rangers - Non Grant Funded			
CH16 - Sports & Community Development	265,207	293,740	222,700
CH17 - Sports & Community Development Grant Aided	17,139	38,010	24,050
CH18 - Sports & Community Development Climbing Wall	76,344	75,900	73,600
CH35 - Assist.To Voluntary Bodies	29,510	29,320	26,320
CN15 - Breakway @ The Civic Hall	(2,100)	(1,340)	
SPORTS DEVELOPMENT NET EXPENDITURE	397,535	449,630	346,670

Service Description:

The Sports Development Team encourage children and adults to live a healthier lifestyle through Sports classes and healthier living.

Estimated Service Cost per	-Head of the Population	£3.15	£3.56	£2.75
	-Property in the Borough	£7.08	£8.00	£6.17

SERVICE: COMMUNITY RECREATION	Actual	Original	Original
Brent Davis & Phil Richardson (CH00-CH35)	2016/17	Budget	Budget
	£	2017/18	2018/19
		£	£
Employees & Support Services	30,517	30,340	31,820
Running Expenses	938,469	608,700	537,930
Capital Charges	741,298	741,330	713,890
Income	(97,389)	(41,540)	(57,440)
COMMUNITY RECREATION NET EXPENDITURE	1,612,895	1,338,830	1,226,200

COST CENTRE DETAIL (Code & Description)

CH00 – Community Recreation General	1,612,895	1,338,830	1,226,200
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COMMUNITY RECREATION NET EXPENDITURE

1,612,895	1,338,830	1,226,200
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Service Description:

SLM manage the councils leisure facilities. The Newtown centre is a facility in Nuneaton available for hire by the public for various events including children's parties. The Authority makes various contributions each year to a number of voluntary bodies to deliver services in the Borough.

Estimated Service Cost per	-Head of the Population	£12.78	£10.61	£9.72
	-Property in the Borough	£28.71	£23.83	£21.83

SERVICE: COMMUNITY CENTRES	Actual	Original	Original
Budget Holder: Brent Davis (EH26-EH27)	2016/17	Budget	Budget
	£	2017/18	2018/19
		£	£
Employees & Support Services	106,706	75,220	77,950
Running Expenses	172,285	97,420	94,140
Capital Charges	58,141	58,140	58,160
Income	(80,498)	(26,490)	(24,540)
COMMUNITY CENTRES NET EXPENDITURE	256,634	204,290	205,710

COST CENTRE DETAIL (Code & Description)

CH30 – Newtown Centre	92,356	26,560	24,140
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EH26 – Stockingford Community Centre	69,011	72,610	73,640
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EH27 – Keresley Community Centre	95,267	105,120	107,930
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COMMUNITY CENTRES NET EXPENDITURE

256,634	204,290	205,710
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Service Description:

All costs associated with the running of the three community centres:- Stockingford, Keresley and Newtown Centre are associated within the service area.

Note: Newtown Centre was shown in community recreation prior to 2014/15.

Estimated Service Cost per	-Head of the Population	£2.03	£1.62	£1.63
	-Property in the Borough	£4.57	£3.64	£3.66

Appendix B

ARTS & LEISURE BUDGET SUMMARY (Continued)

SERVICE: MUSEUM	Actual	Original	Original
Budget Holder: Brent Davis (CO05)	2016/17	Budget	Budget
	£	2017/18	2018/19
		£	£
Employees & Support Services	242,194	238,820	237,250
Running Expenses	177,634	196,350	184,780
Capital Charges	35,135	35,130	40,990
Income	(34,868)	(29,060)	(29,060)
MUSEUM NET EXPENDITURE	420,095	441,240	433,960

COST CENTRE DETAIL (Code & Description)

CO05 - Museum-Operational	420,095	441,240	433,960
MUSEUM NET EXPENDITURE	420,095	441,240	433,960

Service Description:

The museum located in Riversley park holds a number of different exhibitions and events throughout the year. This service identifies the costs of providing this facility; entry to the museum is free.

Estimated Service Cost per	-Head of the Population	£3.33	£3.50	£3.44
	-Property in the Borough	£7.48	£7.85	£7.72

SERVICE: ARTS DEVELOPMENT	Actual	Original	Original
Budget Holder: Brent Davis (CP00)	2016/17	Budget	Budget
	£	2017/18	2018/19
		£	£
Employees & Support Services	5,296	5,320	5,500
Running Expenses	6,135	7,150	6,970
Income			
ARTS DEVELOPMENT NET EXPENDITURE	11,430	12,470	12,470

COST CENTRE DETAIL (Code & Description)

CP00 - Arts Development	11,430	12,470	12,470
CP10 - Csw Art Partnership			
ARTS DEVELOPMENT NET EXPENDITURE	11,430	12,470	12,470

Service Description:

This service covers the provision of the council's arts service and funding for arts development projects supporting our voluntary and community sector.

Estimated Service Cost per	-Head of the Population	£0.09	£0.10	£0.10
	-Property in the Borough	£0.20	£0.22	£0.22

ARTS & LEISURE BUDGET SUMMARY (Continued)

SERVICE: CIVIC HALL

	Actual 2016/17 £	Original Budget 2017/18 £	Original Budget 2018/19 £
Budget Holder: Brent Davis (CNO5-CN21)			
Employees & Support Services	407,888	414,590	384,950
Running Expenses	894,878	786,800	820,020
Capital Charges	206,667	206,670	206,680
Income	(836,083)	(677,470)	(719,590)
Other			
CIVIC HALL NET EXPENDITURE	673,351	730,590	692,060

COST CENTRE DETAIL (Code and Description)

CN05 - Civic Hall - Operational	544,423	573,330	584,920
CN10 - Ent'Ments - Council Promotions	56,418	70,730	69,110
CN11 - Ent'Ments Private Proms	63,340	79,500	67,250
CN12 - Event Support - Technical	789	1,190	(170)
CN20 - Civic Hall - Catering	28,556	41,060	(2,420)
CN21 - Civic Hall - Bar	(20,174)	(35,220)	(26,630)
CIVIC HALL NET EXPENDITURE	673,351	730,590	692,060

Service Description:

The Civic Hall is a multi-purpose entertainment venue providing facilities for a wide range of performance and conferencing facilities. All the costs of providing this facility are shown within this service area including any income we receive from holding shows and events.

Estimated Service Cost per - Head of the Population	£5.34	£5.79	£5.48
-Property in the Borough	£11.99	£13.00	£12.32

CENTRAL SERVICES PORTFOLIO SUMMARY

	Actual 2016/17 £	Original Budget 2017/18 £	Original Budget 2018/19 £
ELECTORAL REGISTRATION	164,889	155,150	147,430
ELECTION EXPENSES	206,538	108,720	267,060
EQUAL OPPORTUNITIES	53,919	53,990	53,790
DEMOCRATIC REPRESENTATION AND MANAGEMENT LICENCES	770,471	803,430	669,310
	43,729	33,670	(2,790)
NET EXPENDITURE	1,239,546	1,154,960	1,134,800
	Actual 2016/17 £	Original Budget 2017/18 £	Original Budget 2018/19 £
Employees & Support Services	590,615	495,120	520,620
Running Expenses	1,210,467	1,121,830	950,560
Capital Charges	4,049	4,590	4,650
GROSS EXPENDITURE	1,805,130	1,621,540	1,475,830
Income	(565,584)	(466,580)	(341,030)
NET EXPENDITURE	1,239,546	1,154,960	1,134,800
Estimated Service Cost per - Head of the Population	£9.82	£9.15	£8.99
-Property in the Borough	£22.06	£20.56	£20.20

CENTRAL SERVICES BUDGET SUMMARY

	Actual 2016/17 £	Original Budget 2017/18 £	Original Budget 2018/19 £
<u>SERVICE: ELECTORAL REGISTRATION</u>			
Budget holder: Philip Richardson (EA00)			
Employees & Support Services	115,731	117,950	116,530
Running Expenses	86,645	55,410	49,110
Capital Charges	2,786	2,790	2,790
Income	(40,272)	(21,000)	(21,000)
ELECTORAL REGISTRATION NET EXPENDITURE	164,889	155,150	147,430

COST CENTRE DETAIL (Code & Description)

EA00 - Electoral Registration	164,889	155,150	147,430
ELECTORAL REGISTRATION NET EXPENDITURE	164,889	155,150	147,430

Service Description:

This service shows the cost of maintaining and administering the electoral register for the Borough.

Estimated Service Cost per - Head of the Population	£1.31	£1.23	£1.17
-Property in the Borough	£2.94	£2.76	£2.62

SERVICE: ELECTION EXPENSES

	Actual 2016/17 £	Original Budget 2017/18 £	Original Budget 2018/19 £
Budget holder: Philip Richardson (EB00)			
Employees & Support Services	262,326	160,320	169,370
Running Expenses	141,819	78,400	97,690
Income	(197,606)	(130,000)	
ELECTION EXPENSES NET EXPENDITURE	206,538	108,720	267,060

COST CENTRE DETAIL (Code & Description)

EB00 - Elect.Exps.	206,538	108,720	267,060
ELECTION EXPENSES NET EXPENDITURE	206,538	108,720	267,060

Service Description:

This service shows the cost of administering any elections held in the Borough in order to fulfil its statutory function. Some costs are recoverable in respect of elections held on behalf of other organisations, e.g. Warwickshire County Council, European, Parliamentary and any relevant amounts will be included as an income to the Authority.

Estimated Service Cost per - Head of the Population	£1.64	£0.86	£2.12
-Property in the Borough	£3.68	£1.94	£4.75

CENTRAL SERVICES BUDGET SUMMARY (Continued)**SERVICE: EQUAL OPPORTUNITIES**

	Actual 2016/17 £	Original Budget 2017/18 £	Original Budget 2018/19 £
Budget holder: Philip Richardson (ED05)			
Employees & Support Services	36,867	37,170	38,410
Running Expenses	18,922	17,320	15,880
Income	(1,870)	(500)	(500)
EQUAL OPPORTUNITIES NET EXPENDITURE	53,919	53,990	53,790

COST CENTRE DETAIL (Code & Description)

ED05 - Equal Opportunities-Access	53,919	53,990	53,790
EQUAL OPPORTUNITIES NET EXPENDITURE	53,919	53,990	53,790

Service Description:

This service shows the cost of dealing with equality and diversity issues by the Authority.

Estimated Service Cost per - Head of the Population	£0.43	£0.43	£0.43
-Property in the Borough	£0.96	£0.96	£0.96

SERVICE: DEMOCRATIC REPRESENTATION & MANAGEMENT

	Actual 2016/17 £	Original Budget 2017/18 £	Original Budget 2018/19 £
Budget holders: Simone Hines / Philip Richardson (EH22- EH23)			
Employees & Support Services	28,777	28,870	27,880
Running Expenses	740,431	772,760	639,570
Capital Charges	1,263	1,800	1,860
DEMOCRATIC REPRESENTATION AND MANAGEMENT NET	770,471	803,430	669,310

COST CENTRE DETAIL (Codes and Description)

EH22 - Members' Expenses	479,024	512,660	392,830
EH23 - Members' Fees	291,447	290,770	276,480
DEMOCRATIC REPRESENTATION AND MANAGEMENT NET	770,471	803,430	669,310

Service Description:

This service shows the cost associated with members' activities

Estimated Service Cost per - Head of the Population	£6.11	£6.37	£5.30
-Property in the Borough	£13.71	£14.30	£11.91

CENTRAL SERVICES BUDGET SUMMARY (Continued)

Appendix B

SERVICE: LICENCES

	Actual 2016/17 £	Original Budget 2017/18 £	Original Budget 2018/19 £
Budget holder: Ian Powell (EL00)			
Employees & Support Services	146,915	150,810	168,430
Running Expenses	222,650	197,940	148,310
Income	(325,836)	(315,080)	(319,530)
LICENCES NET EXPENDITURE	43,729	33,670	(2,790)

COST CENTRE DETAIL (Code & Description)

EL00 - Licences	43,729	33,670	(2,790)
LICENCES NET EXPENDITURE	43,729	33,670	(2,790)

Service Description:

This service shows the cost of administering and enforcing numerous licensing regimes including taxis, gambling, alcohol sales and entertainment licensing amongst others.

Estimated Service Cost per - Head of the Population	£0.35	£0.27	-£0.02
-Property in the Borough	£0.78	£0.60	-£0.05

FINANCE & CIVIC AFFAIRS PORTFOLIO SUMMARY

Appendix B

	Actual 2016/17 £	Original Budget 2017/18 £	Original Budget 2018/19 £
TOWN CENTRE MANAGEMENT INC. MARKETS	414,357	361,200	383,090
RENT ALLOWANCES	(187,914)	(8,480)	(207,660)
RENT REBATES	417,927	205,150	525,100
MARKETING, PROMOTIONS AND PUBLICITY	283,861	251,900	237,950
COMMERCIAL PROPERTY	(878,121)	(1,056,180)	(880,000)
INDUSTRIAL ESTATES	(124,107)	(152,860)	(152,840)
EMERGENCY PLANNING	16,847	50,360	47,950
LAND CHARGES	(4,789)	9,110	4,050
COMMUNITY DEVELOPMENT	39,821	42,030	37,530
VOLUNTARY BODIES	199,529	190,790	154,380
COMMUNITY SAFETY	214,797	240,820	245,970
REVENUES	609,460	600,270	696,650
COUNCIL TAX BENEFITS	274,070	238,730	236,140
CORPORATE MANAGEMENT	319,249	389,440	420,030
NON DISTRIBUTED COSTS	62,669	41,000	0
MAYORALTY	83,307	77,400	66,760
TOWN TWINNING	2,996	3,000	1,500
NET EXPENDITURE	1,743,959	1,483,680	1,816,600

	Actual 2016/17 £	Original Budget 2017/18 £	Original Budget 2018/19 £
Employees & Support Services	1,900,250	2,048,980	2,074,730
Running Expenses	41,312,775	41,562,630	36,898,660
Capital Charges	92,992	138,870	169,680
GROSS EXPENDITURE	43,306,017	43,750,480	39,143,070
Income	(41,365,701)	(42,249,150)	(37,326,470)
Contribution from Earmarked Reserves	(196,357)	(17,650)	
NET EXPENDITURE	1,743,959	1,483,680	1,816,600
Estimated Service Cost per - Head of the Population	£13.82	£11.76	£14.40
-Property in the Borough	£31.04	£26.41	£32.34

FINANCE & CIVIC AFFAIRS BUDGET SUMMARY
Appendix B
SERVICE: TOWN CENTRE MANAGEMENT INC. MARKETS

	Actual 2016/17 £	Original Budget 2017/18 £	Original Budget 2018/19 £
Budget Holders: Brent Davis / Ian Powell/ Phil Richardson (AG00,BK00,ER01,ER03)			
Employees & Support Services	304,878	272,320	275,360
Running Expenses	504,304	415,750	394,880
Capital Charges	59,294	69,410	104,510
Income	(454,119)	(396,280)	(391,660)
TOWN CENTRE MANAGEMENT INC. MARKETS NET EXPENDITURE	414,357	361,200	383,090

COST CENTRE DETAIL (Code and Description)

AG00 - Markets	137,589	118,860	85,940
BK00 - Pedestrian Area Maintenance	80,832	51,370	47,720
ER01 - Town Centre Management	102,305	109,350	170,050
ER03 - Christmas Decorations	93,631	81,620	79,380
TOWN CENTRE MANAGEMENT INC. MARKETS NET	414,357	361,200	383,090

Service Description:

This service area covers the costs associated with town centre management and maintenance activities within the Borough, including some promotional work and developing local relationships with businesses. The Council operates vibrant markets in both Nuneaton and Bedworth. The service includes rental income and the costs of providing the market facilities and erecting and taking down of stalls where applicable.

Estimated Service Cost per - Head of the Population	£3.28	£2.86	£3.04
-Property in the Borough	£7.38	£6.43	£6.82

SERVICE: MARKETING, PROMOTIONS AND PUBLICITY

	Actual 2016/17 £	Original Budget 2017/18 £	Original Budget 2018/19 £
Budget Holder: Philip Richardson (EC00,EH20, EH21)			
Employees & Support Services	137,472	136,620	133,370
Running Expenses	167,774	127,480	116,780
Income	(6,325)	(12,200)	(12,200)
Other	(15,060)		
MARKETING, PROMOTIONS AND PUBLICITY NET	283,861	251,900	237,950

COST CENTRE DETAIL (Code and Description)

EC00 - Corporate Communications	152,824	141,220	127,080
EH20 - Promotions And Publicity	106,569	86,390	89,130
EH21 - Corporate & Civic Events	24,468	24,290	21,740
MARKETING, PROMOTIONS AND PUBLICITY NET EXPENDITURE	283,861	251,900	237,950

Service Description:

This service shows the costs associated with the promotion of the Borough and the provision of general information to the public. The Council has its own corporate communications team that provides a graphic design and communication service for the Council. The Authority holds a number of annual civic and promotional events and includes the fireworks displays, remembrance parades, and Christmas events amongst others.

Estimated Service Cost per - Head of the Population	£2.25	£2.00	£1.89
-Property in the Borough	£5.05	£4.48	£4.24

FINANCE & CIVIC AFFAIRS BUDGET SUMMARY

SERVICE: RENT REBATES

	Actual 2016/17 £	Original Budget 2017/18 £	Original Budget 2018/19 £
Budget holder: Simone Hines (DL00)			
Employees & Support Services	234,422	259,490	257,850
Running Expenses	14,808,130	15,038,250	12,915,300
Income	(14,474,625)	(15,092,590)	(12,648,050)
Other	(150,000)		
RENT REBATES NET EXPENDITURE	417,927	205,150	525,100

COST CENTRE DETAIL (Code & Description)

DL00 - Rent Rebates-General	417,927	205,150	525,100
RENT REBATES NET EXPENDITURE	417,927	205,150	525,100

Service Description:

This budget head shows the cost of administering and paying housing benefits to residents living in council owned accommodation in the Borough.

Estimated Service Cost per - Head of the Population	£3.31	£1.63	£4.16
-Property in the Borough	£7.44	£3.65	£9.35

SERVICE: RENT ALLOWANCES

	Actual 2016/17 £	Original Budget 2017/18 £	Original Budget 2018/19 £
Budget Holder: Simone Hines (DC00)			
Employees & Support Services	240,693	266,400	264,760
Running Expenses	23,514,514	23,835,220	21,323,410
Income	(23,943,081)	(24,110,100)	(21,795,830)
Other	(40)		
RENT ALLOWANCES NET EXPENDITURE	(187,914)	(8,480)	(207,660)

COST CENTRE DETAIL (Code & Description)

DC00 - Rent Allowances	(187,914)	(8,480)	(207,660)
RENT ALLOWANCES NET EXPENDITURE	(187,914)	(8,480)	(207,660)

Service Description:

This budget head shows the cost of administering and paying housing benefits to residents living in privately rented accommodation in the Borough.

Estimated Service Cost per - Head of the Population	-£1.49	-£0.07	-£1.65
-Property in the Borough	-£3.34	-£0.15	-£3.70

FINANCE & CIVIC AFFAIRS BUDGET SUMMARY
SERVICE: COMMERCIAL PROPERTY

	Actual 2016/17 £	Original Budget 2017/18 £	Original Budget 2018/19 £
Budget holder: Ian Powell (EE00-EE30)			
Employees & Support Services	131,128	114,480	105,890
Running Expenses	223,489	187,280	189,840
Capital Charges	920	920	930
Income	(1,233,658)	(1,358,860)	(1,176,660)
COMMERCIAL PROPERTY NET EXPENDITURE	(878,121)	(1,056,180)	(880,000)

COST CENTRE DETAIL (Code & Description)

EE00 - Commercial Property General	231,644	233,270	224,790
EE05 - Church St Shops/Bondgate Chbrs	(56,698)	(77,000)	(41,360)
EE10 - Bus Station Shops	(89,450)	(89,250)	(89,450)
EE15 - Queens Road Shops	(451,661)	(464,250)	(253,000)
EE20 - Bedworth Town Centre	(370,703)	(344,310)	(326,440)
EE25 - Other Properties	(29,291)	(63,660)	(48,870)
EE30 - Craft Centre	(925)	(11,250)	(5,370)
EH50 - Nabcel Investment Properties	(111,037)	(239,730)	(340,300)
COMMERCIAL PROPERTY NET EXPENDITURE	(878,121)	(1,056,180)	(880,000)

Service Description:

This budget reflects the costs associated with the Council's varied property portfolio. The income shown is largely rental income from the various sites.

Estimated Service Cost per - Head of the Population	-£6.96	-£8.37	-£6.97
-Property in the Borough	-£15.63	-£18.80	-£15.66

	Actual 2016/17 £	Original Budget 2017/18 £	Original Budget 2018/19 £
<u>SERVICE: INDUSTRIAL ESTATES</u>			
Budget Holder: Ian Powell (EF12-EF15)			
Employees & Support Services	11,143	11,770	12,160
Running Expenses	65,019	65,880	60,510
Income	(200,268)	(230,510)	(225,510)
INDUSTRIAL ESTATES NET EXPENDITURE	(124,107)	(152,860)	(152,840)

COST CENTRE DETAIL (Code & Description)

EF12 - Bermuda Innovation Centre	(38,619)	(35,000)	(35,000)
EF15 - Attleborough Fields	(85,488)	(117,860)	(117,840)
INDUSTRIAL ESTATES NET EXPENDITURE	(124,107)	(152,860)	(152,840)

Service Description:

This budget head reflects the costs associated with the industrial properties operated by the council and the income it receives

Estimated Service Cost per - Head of the Population	-£0.98	-£1.21	-£1.21
-Property in the Borough	-£2.21	-£2.72	-£2.72

FINANCE & CIVIC AFFAIRS BUDGET SUMMARY (Continued)

	Actual 2016/17 £	Original Budget 2017/18 £	Original Budget 2018/19 £
<u>SERVICE: EMERGENCY PLANNING</u>			
Budget Holder: Philip Richardson (EH32)			
Employees & Support Services	4,623		
Running Expenses	12,224	50,360	47,950
EMERGENCY PLANNING NET EXPENDITURE	16,847	50,360	47,950
COST CENTRE DETAIL (Code & Description)			
EH32 - Emergency Planning	16,847	50,360	47,950
EMERGENCY PLANNING NET EXPENDITURE	16,847	50,360	47,950

Service Description:

This service shows the costs of the Council's work in this area which is governed by legislation - the Civil Contingencies Act 2004 (CCA).

Estimated Service Cost per - Head of the Population	£0.13	£0.40	£0.38
-Property in the Borough	£0.30	£0.90	£0.85

SERVICE: COMMUNITY DEVELOPMENT

	Actual 2016/17 £	Original Budget 2017/18 £	Original Budget 2018/19 £
Budget Holder: Dawn Dawson (EH30)			
Employees & Support Services	27,853	29,510	30,460
Running Expenses	25,576	12,520	7,070
Other	(13,607)		
COMMUNITY DEVELOPMENT NET EXPENDITURE	39,821	42,030	37,530
COST CENTRE DETAIL (Code & Description)			
EH30 - Community Development	39,821	42,030	37,530
COMMUNITY DEVELOPMENT NET EXPENDITURE	39,821	42,030	37,530

Service Description:

This service shows the costs of undertaking community work in the Borough, to build stronger communities

Estimated Service Cost per - Head of the Population	£0.32	£0.33	£0.30
-Property in the Borough	£0.71	£0.75	£0.67

SERVICE: VOLUNTARY BODIES

	Actual 2016/17 £	Original Budget 2017/18 £	Original Budget 2018/19 £
Budget Holder: Dawn Dawson (EN01)			
Employees & Support Services	4,865	5,030	5,200
Running Expenses	194,664	185,760	151,180
Income			(2,000)
VOLUNTARY BODIES NET EXPENDITURE	199,529	190,790	154,380

COST CENTRE DETAIL (Code & Description)

EH33 - Community Charity Lottery			10
EN01 - Third Sector Contributions	199,529	190,790	154,370
VOLUNTARY BODIES NET EXPENDITURE	199,529	190,790	154,380

Service Description:

This service shows the costs and contributions the Council makes towards local charitable organisations and groups, which may include direct grant to part finance the work they undertake and/or rent payments for the properties they occupy.

Estimated Service Cost per - Head of the Population	£1.58	£1.51	£1.22
-Property in the Borough	£3.55	£3.40	£2.75

Appendix B**FINANCE & CIVIC AFFAIRS BUDGET SUMMARY (Continued)****SERVICE: COMMUNITY SAFETY**

	Actual 2016/17 £	Original Budget 2017/18 £	Original Budget 2018/19 £
Budget Holder: Dawn Dawson (EP00)			
Employees & Support Services	59,874	62,190	98,430
Running Expenses	235,307	231,650	229,990
Capital Charges		37,120	35,020
Income	(80,384)	(90,140)	(117,470)
COMMUNITY SAFETY NET EXPENDITURE	214,797	240,820	245,970

COST CENTRE DETAIL (Code & Description)

EP00 - Community Safety	214,797	240,820	245,970
COMMUNITY SAFETY NET EXPENDITURE	214,797	240,820	245,970

Service Description:

This budget supports the various community safety activities undertaken by the council. The Nuneaton and Bedworth Safer Communities Partnership (NABSCOP) works closely with partner agencies to reduce crime and the fear of crime in the Borough

Estimated Service Cost per - Head of the Population	£1.70	£1.91	£1.95
-Property in the Borough	£3.82	£4.29	£4.38

SERVICE: REVENUES

Budget Holder : Simone Hines (ES00-ES40)

	Actual 2016/17	Original Budget 2017/18	Original Budget 2018/19
	£	£	£
Employees & Support Services	486,880	546,560	561,210
Running Expenses	607,113	547,240	628,970
Income	(484,533)	(493,530)	(493,530)
Other			
REVENUES NET EXPENDITURE	609,460	600,270	696,650

COST CENTRE DETAIL (Code & Description)

ES10 – Money Management Project	10,200		
ES30 - Council Tax	561,846	580,530	655,710
ES40 - N.N.D.R.	37,414	19,740	40,940
REVENUES NET EXPENDITURE	609,460	600,270	696,650

Service Description:

This council is the 'billing authority' and as a result is responsible for the collection and billing of all council tax and business rates in the Borough. Part of the Council tax is passed on to Warwickshire County Council and Warwickshire Police and Crime Commissioner, whilst business rates income is also collected on behalf of central Government and Warwickshire County Council.

Estimated Service Cost per - Head of the Population	£4.83	£4.76	£5.52
-Property in the Borough	£10.85	£10.68	£12.40

FINANCE & CIVIC AFFAIRS BUDGET SUMMARY (Continued)
SERVICE: COUNCIL TAX BENEFITS

	Actual 2016/17 £	Original Budget 2017/18 £	Appendix B Original Budget 2018/19 £
Budget Holder: Simone Hines (ET05)			
Employees & Support Services	239,168	266,180	262,300
Running Expenses	187,599	156,860	160,350
Capital Charges	24,568	24,290	22,090
Income	(177,265)	(208,600)	(208,600)
COUNCIL TAX BENEFITS NET EXPENDITURE	274,070	238,730	236,140

COST CENTRE DETAIL (Code & Description)

ET05 - C-Tax Benefits	274,070	238,730	236,140
COUNCIL TAX BENEFITS NET EXPENDITURE	274,070	238,730	236,140

Service Description:

The new Local Council tax support scheme was introduced in 2013/14 following changes made nationally and as a result, council tax bills are discounted at source. The costs in this cost centre are therefore those associated with administering the scheme and assessing eligibility.

Estimated Service Cost per - Head of the Population	£2.17	£1.89	£1.87
-Property in the Borough	£4.88	£4.25	£4.20

SERVICE: CORPORATE MANAGEMENT

	Actual 2016/17 £	Original Budget 2017/18 £	Original Budget 2018/19 £
Budget Holder: Simone Hines / Dawn Dawson/ Phil Richardson (EH29-EH35,EV21)			
Employees & Support Services		60,000	46,050
Running Expenses	521,958	491,350	516,860
Capital Charges	8,210	7,130	7,130
Income	(193,269)	(151,390)	(150,010)
Other	(17,650)	(17,650)	
CORPORATE MANAGEMENT NET EXPENDITURE	319,249	389,440	420,030

COST CENTRE DETAIL (Code & Description)

EH29 - Performance & Improvement Planning	8,544	8,400	42,890
EH31 - LSP Community Plan	5,000		
EH35 - Corporate Management	332,682	391,040	387,140
EH37 – Employee Benefits			
EH50 –NABCEL Investment			0
EV21 - De Minimus Capital Receipts	(26,978)	(10,000)	(10,000)
CORPORATE MANAGEMENT NET EXPENDITURE	319,249	389,440	420,030

Service Description:

This service shows the costs the council incurs in relation to the work they undertake because they are elected, multi-purpose organisations, and these costs are over and above the costs that would be incurred in managing all the various services if they were provided by a single purpose organisation. The Best Value Accounting Code of Practise (BVACOP) states that Authorities should incorporate all support costs and overheads into a particular service to arrive at a total cost for that service. The exceptions are the costs contained above which relate primarily to the general operation of the organisation.

Estimated Service Cost per - Head of the Population	£2.53	£3.09	£3.33
-Property in the Borough	£5.68	£6.93	£7.48

FINANCE & CIVIC AFFAIRS BUDGET SUMMARY (Continued)
SERVICE: MAYORALTY

	Actual 2016/17	Original Budget 2017/18	Appendix B Original Budget 2018/19
	£	£	£
Budget Holder: Philip Richardson (EH05,EH10)			
Employees & Support Services	10,747	8,780	4,140
Running Expenses	72,559	68,620	62,620
MAYORALTY NET EXPENDITURE	83,307	77,400	66,760

COST CENTRE DETAIL (Code and Description)

EH05 - Mayoralty	55,464	51,090	41,890
EH10 - Civic Cars	27,843	26,310	24,870
MAYORALTY NET EXPENDITURE	83,307	77,400	66,760

Service Description:

This service shows the costs of the mayoral function and the running of the civic car for functions attended by the mayor and deputy.

Estimated Service Cost per - Head of the	£0.66	£0.61	£0.53
-Property in the	£1.48	£1.38	£1.19

SERVICE: TOWN TWINNING

	Actual 2016/17	Original Budget 2017/18	Original Budget 2018/19
	£	£	£
Budget Holder: Philip Richardson (EH15)			
Running Expenses	3,342	3,000	1,500
Income	(347)		
TOWN TWINNING NET EXPENDITURE	2,996	3,000	1,500

COST CENTRE DETAIL (Code & Description)

EH15 - Civic Exchange	2,996	3,000	1,500
TOWN TWINNING NET EXPENDITURE	2,996	3,000	1,500

Service Description:

This service shows the costs of the Civic Exchange programme

Estimated Service Cost per - Head of the	£0.02	£0.02	£0.01
-Property in the	£0.05	£0.05	£0.03

	Actual 2016/17	Original Budget 2017/18	Original Budget 2018/19
	£	£	£

SERVICE: LAND CHARGES
Ian Powell (EK00)

Employees & Support Services	6,505	9,650	17,550
Running Expenses	102,485	104,410	91,450
Income	(113,779)	(104,950)	(104,950)
LAND CHARGES NET EXPENDITURE	(4,789)	9,110	4,050

COST CENTRE DETAIL (Code & Description)

EK00 - Land Charges	(4,789)	9,110	4,050
LAND CHARGES NET EXPENDITURE	(4,789)	9,110	4,050

Service Description:

This Service shows the cost of maintaining the Local Land Charge Register, and enabling this register to be accessed by members of the public and private search companies. The costs also include all the costs associated with carrying out actual land charge searches

Estimated Service Cost per - Head of the Population	-£0.04	£0.07	£0.03
-Property in the Borough	-£0.09	£0.16	£0.07

HEALTH & ENVIRONMENT PORTFOLIO SUMMARY

	Actual 2016/17 £	Original Budget 2017/18 £	Original Budget 2018/19 £
REFUSE & CLEANSING	2,586,612	2,584,340	2,686,490
RECYCLING	970,786	1,107,150	1,330,990
ENVIRONMENTAL PROTECTION	543,715	572,660	376,880
FOOD & OCCUPATIONAL SAFETY	337,575	342,580	346,090
HEALTH PROMOTION & INEQUALITIES	14,515	14,530	15,070
PUBLIC CONVENIENCES	212,172	199,780	171,740
ENVIRONMENTAL SUSTAINABILITY	12,768	14,860	14,930
NET EXPENDITURE	4,678,143	4,835,900	4,942,190
	Actual 2016/17 £	Original Budget 2017/18 £	Original Budget 2018/19 £
Employees & Support Services	2,591,474	2,881,420	2,925,760
Running Expenses	2,599,901	2,316,190	2,478,380
Capital Charges	469,060	557,170	510,480
GROSS EXPENDITURE	5,660,436	5,754,780	5,914,620
Income	(971,093)	(898,880)	(962,430)
Contribution from Earmarked Reserves	(11,200)	(20,000)	(10,000)
NET EXPENDITURE	4,678,143	4,835,900	4,942,190
Estimated Service Cost per Head of Population	£37.08	£38.33	£39.17
-Property in the Borough	£83.27	£86.08	£87.97

HEALTH & ENVIRONMENT BUDGET SUMMARY

Appendix B

SERVICE: REFUSE & CLEANSING

	Actual 2016/17 £	Original Budget 2017/18 £	Original Budget 2018/19 £
Budget Holder: Brent Davis (AL05-AL25)			
Employees & Support Services	1,501,937	1,627,200	1,781,870
Running Expenses	1,283,095	1,002,870	1,089,450
Capital Charges	274,924	379,220	299,950
Income	(473,344)	(424,950)	(484,780)
REFUSE & CLEANSING NET EXPENDITURE	2,586,612	2,584,340	2,686,490

COST CENTRE DETAIL (Code and Description)

AL05 - Domestic Refuse	1,544,295	1,441,110	1,481,430
AL10 - Street Cleansing	945,120	1,049,360	1,116,040
AL20 – Waste management	88,989	118,660	114,560
AL25 - Trade Refuse	8,209	(24,790)	(25,540)
REFUSE & CLEANSING NET EXPENDITURE	2,586,612	2,584,340	2,686,490

Service Description:

This service shows the costs of collecting refuse from households and trade customers for disposal. The street cleansing service provides for the scheduled cleansing of all areas within the Borough, including the council's responsibilities under the Environmental Protection Act.

Estimated Service Cost per - Head of the Population	£20.50	£20.48	£21.29
-Property in the Borough	£46.04	£46.00	£47.82

SERVICE: RECYCLING

	Actual 2016/17 £	Original Budget 2017/18 £	Original Budget 2018/19 £
Budget Holder: Brent Davis (AM00-AM20)			
Employees & Support Services	358,914	511,200	553,010
Running Expenses	865,573	859,080	1,028,720
Capital Charges	153,590	153,950	191,340
Income	(407,291)	(417,080)	(442,080)
RECYCLING NET EXPENDITURE	970,786	1,107,150	1,330,990

COST CENTRE DETAIL (Code and Description)

AM00 - Recycling	175,834	259,950	230,570
AM05 - Recycling - Bring Sites	(7,469)	(8,190)	(8,190)
AM10 - Recycling - Green Waste	640,016	617,670	721,920
AM15 - Recycling - Kerbside	111,673	198,700	352,090
AM20 - Recycling - Co-Mingled Sites	50,732	39,020	34,600
RECYCLING NET EXPENDITURE	970,786	1,107,150	1,330,990

Service Description:

This service shows the costs of the collection of all recycled materials throughout the Borough and from the various recycling centres.

Estimated Service Cost per - Head of the Population	£7.69	£8.77	£10.55
-Property in the Borough	£17.28	£19.71	£23.69

HEALTH & ENVIRONMENT BUDGET SUMMARY (Continued)**SERVICE: ENVIRONMENTAL PROTECTION**

	Actual 2016/17	Original Budget 2017/18	Original Budget 2018/19
	£	£	£
Ian Powell (AQ05-AQ20)			
Employees & Support Services	378,957	377,000	234,600
Running Expenses	225,783	239,810	170,050
Capital Charges	10,031	8,390	3,320
Income	(63,056)	(52,540)	(31,090)
Other	(8,000)		
ENVIRONMENTAL PROTECTION NET EXPENDITURE	543,715	572,660	376,880

COST CENTRE DETAIL (Code and Description)

AQ05 - Environmental Protection	373,078	370,180	289,940
AQ10 - Dog Warden	88,244	84,640	70,300
AQ15 - Pest Control	82,394	117,840	16,640
ENVIRONMENTAL PROTECTION NET EXPENDITURE	543,715	572,660	376,880

Service Description:

This service shows the costs of all environmental health related works including noise pollution, air quality and contaminated land. The council operates a dog warden service which deals with lost and stray dogs, in addition to dog nuisance issues. The council also operates a chargeable pest control service for homes and businesses, in addition to regularly treating parks, riverbanks and sewers to reduce and control rodent activity.

Estimated Service Cost per - Head of the Population	£4.31	£4.54	£2.99
-Property in the Borough	£9.68	£10.19	£6.71

SERVICE: FOOD & OCCUPATIONAL SAFETY

	Actual 2016/17	Original Budget 2017/18	Original Budget 2018/19
	£	£	£
Budget Holder: Ian Powell (AR05)			
Employees & Support Services	255,227	255,530	259,310
Running Expenses	89,750	91,360	91,260
Income	(7,402)	(4,310)	(4,480)
FOOD & OCCUPATIONAL SAFETY NET	337,575	342,580	346,090

COST CENTRE DETAIL (Code & Description)

AR05 - Business Regulation & Support	337,575	342,580	346,090
FOOD & OCCUPATIONAL SAFETY NET EXPENDITURE	337,575	342,580	346,090

Service Description:

This service covers all costs associated with works undertaken to reduce the incidence of food poisoning and general workplace safety required by legislation to include inspections, testing and investigation work.

Estimated Service Cost per - Head of the Population	£2.68	£2.72	£2.74
-Property in the Borough	£6.01	£6.10	£6.16

	Actual 2016/17 £	Original Budget 2017/18 £	Original Budget 2018/19 £
<u>SERVICE: HEALTH PROMOTION & INEQUALITIES</u>			
Budget Holder: Ian Powell (AR06)			
Employees & Support Services	12,337	12,720	13,140
Running Expenses	25,378	21,810	11,930
Income	(20,000)		
Other	(3,200)	(20,000)	(10,000)
HEALTH PROMOTION & INEQUALITIES NET	14,515	14,530	15,070

COST CENTRE DETAIL (Code & Description)

AR06 - Communities For Health	14,515	14,530	15,070
HEALTH PROMOTION & INEQUALITIES NET	14,515	14,530	15,070

Service Description:

This service represents this council commitment to the public health agenda. The town is a dedicated heart town, and actively promotes healthy living initiatives within the Borough, including working with other external agencies.

Estimated Service Cost per - Head of the Population	£0.12	£0.12	£0.12
-Property in the Borough	£0.26	£0.26	£0.27

	Actual 2016/17 £	Original Budget 2017/18 £	Original Budget 2018/19 £
<u>SERVICE: PUBLIC CONVENIENCES</u>			
Budget Holder: Brent Davis (CB00)			
Employees & Support Services	76,223	88,240	74,010
Running Expenses	105,433	95,930	81,860
Capital Charges	30,515	15,610	15,870
PUBLIC CONVENIENCES NET EXPENDITURE	212,172	199,780	171,740

COST CENTRE DETAIL (Code & Description)

CB00 - Pub.Cons.-General	212,172	199,780	171,740
PUBLIC CONVENIENCES NET EXPENDITURE	212,172	199,780	171,740

Service Description:

This service shows the costs of cleaning and maintaining public conveniences throughout the Borough.

Estimated Service Cost per - Head of the Population	£1.68	£1.58	£1.36
-Property in the Borough	£3.78	£3.56	£3.06

	Actual 2016/17 £	Original Budget 2017/18 £	Original Budget 2018/19 £
<u>SERVICE: ENVIRONMENTAL SUSTAINABILITY</u>			
Budget Holder: Dawn Dawson (EH25)			
Employees & Support Services	7,879	9,530	9,820
Running Expenses	4,890	5,330	5,110
ENVIRONMENTAL SUSTAINABILITY NET	12,768	14,860	14,930

COST CENTRE DETAIL (Code & Description)

EH25 - Environmental Sustainability	12,768	14,860	14,930
ENVIRONMENTAL SUSTAINABILITY NET EXPENDITURE	12,768	14,860	14,930

Service Description:

This service shows the costs of undertaking work under the Environmental sustainability action plan.

Estimated Service Cost per - Head of the Population	£0.10	£0.12	£0.12
-Property in the Borough	£0.23	£0.26	£0.27

Appendix B

HOUSING PORTFOLIO SUMMARY

	Actual 2016/17 £	Original Budget 2017/18 £	Original Budget 2018/19 £
HOUSING ADVICE CENTRE	419,754	472,130	498,150
MOBILE HOME SITES	(54,441)	(58,070)	(67,120)
PRIVATE SECTOR GRANTS	118,621	111,420	171,560
HOUSING STRATEGY	71,097	79,980	77,490
PRIVATE SECTOR HOUSING STANDARDS	193,025	246,940	215,060
NET EXPENDITURE	748,057	852,400	895,140

	Actual 2016/17 £	Original Budget 2017/18 £	Original Budget 2018/19 £
Employees & Support Services	629,782	687,940	712,680
Running Expenses	805,320	688,630	1,160,970
Capital Charges	58,850	58,850	54,190
GROSS EXPENDITURE	1,493,952	1,435,420	1,927,840
Income	(642,750)	(493,560)	(932,090)
Contribution from Earmarked Reserves	(103,145)	(89,460)	(100,610)
NET EXPENDITURE	748,057	852,400	895,140
Estimated Service Cost per - Head of the Population	£5.93	£6.76	£7.09
-Property in the Borough	£13.32	£15.17	£15.93

HOUSING BUDGET SUMMARY**SERVICE: HOUSING ADVICE CENTRE**

	Actual 2016/17 £	Original Budget 2017/18 £	Original Budget 2018/19 £
Budget Holder: Dawn Dawson (DB00-DB05)			
Employees & Support Services	228,755	281,260	296,960
Running Expenses	578,031	533,530	935,000
Income	(313,073)	(253,200)	(633,200)
Contribution from Earmarked Reserves	(73,959)	(89,460)	(100,610)
HOUSING ADVICE CENTRE NET EXPENDITURE	419,754	472,130	498,150

COST CENTRE DETAIL (Codes and Description)

DB00 - Housing Options Service	415,655	423,090	442,130
DB01 - Homelessness	12,128	49,040	56,020
DB02 – Loan To Prevent Repossession Fund	(8,029)		
DB05 - Private Sector Leasing			
HOUSING ADVICE CENTRE NET EXPENDITURE	419,754	472,130	498,150

Service Description:

This service shows the costs associated with delivering a housing needs service and the council's statutory responsibility to deal with homelessness throughout the Borough.

Estimated Service Cost per - Head of the Population	£3.33	£3.74	£3.95
-Property in the Borough	£7.47	£8.40	£8.87

HOUSING BUDGET SUMMARY (Continued)

Appendix B

SERVICE: MOBILE HOME SITES

	Actual 2016/17 £	Original Budget 2017/18 £	Original Budget 2018/19 £
Budget Holder: Dawn Dawson (DD00-DD10)			
Running Expenses	14,562	14,610	14,810
Capital Charges	58,850	58,850	49,600
Income	(127,854)	(131,530)	(131,530)
MOBILE HOME SITES NET EXPENDITURE	(54,441)	(58,070)	(67,120)

COST CENTRE DETAIL (Codes and Description)

DD00 - Caldwell Mobile Home Site	(15,829)	(23,610)	(29,610)
DD05 - Ash Green Mobile Home Site	(38,612)	(34,460)	(37,510)
MOBILE HOME SITES NET EXPENDITURE	(54,441)	(58,070)	(67,120)

Service Description:

This service shows the costs associated with the provision of three mobile home sites throughout the Borough. The site at Stoney Road is a dedicated site for travellers, whilst the sites at Caldwell and Ash Green have a number of plots for private residents. The costs include the running and maintenance of the sites and any income received in rent and commission from sales.

Estimated Service Cost per - Head of the Population	-£0.43	-£0.46	-£0.53
-Property in the Borough	-£0.97	-£1.03	-£1.19

SERVICE: PRIVATE SECTOR GRANTS

	Actual 2016/17	Original Budget 2017/18	Original Budget 2018/19
	£	£	£
Budget Holder: Dawn Dawson (DB20-DB30, DJ00-DJ10)			
Employees & Support Services	202,768	139,750	144,380
Running Expenses	128,941	46,030	123,240
Capital Charges			4,590
Income	(186,117)	(74,360)	(100,650)
Other	(26,971)		
PRIVATE SECTOR GRANTS NET EXPENDITURE	118,621	111,420	171,560

COST CENTRE DETAIL (Code and Description)

DB20 - Home Improvement Agency	26,135		
DB21 - Warwickshire Home Improvement Agency Project	14		
DB25 - Home Safety Check	3,803		
DB30 - Heart NBBC Retained Budget	55,098	106,330	165,000
DJ00 - Renovations	28,390		
DJ05 - Renovations/Slum Clearance			
DJ10 - Other Services	5,180	5,090	6,560
PRIVATE SECTOR GRANTS NET EXPENDITURE	118,621	111,420	171,560

Service Description:

This service shows the costs associated with the administration and financing of grants made to the general public in respect of disabled facilities grants and other discretionary housing assistance.

The Council currently operates the UChoose, choice based lettings scheme which incorporates the council's statutory housing register. The costs associated with the providing the council's statutory housing advice service are also shown under this service.

The council also operates a Home Improvement Agency and Home Safety Check scheme to assist residents living in their own properties.

Estimated Service Cost per - Head of the Population	£0.94	£0.88	£1.36
-Property in the Borough	£2.11	£1.98	£3.05

HOUSING BUDGET SUMMARY (Continued)

Appendix B

SERVICE: HOUSING STRATEGY

	Actual 2016/17	Original Budget 2017/18	Original Budget 2018/19
	£	£	£
Budget Holder: Dawn Dawson (DM00)			
Employees & Support Services	50,021	60,100	58,470
Running Expenses	21,076	19,880	19,020
HOUSING STRATEGY NET EXPENDITURE	71,097	79,980	77,490

COST CENTRE DETAIL (Code & Description)

DM00 - Housing Strategy	71,097	79,980	77,490
HOUSING STRATEGY NET EXPENDITURE	71,097	79,980	77,490

Service Description:

This service shows the costs associated with the council's statutory responsibility to have a housing strategy in place for the Borough.

Estimated Service Cost per - Head of the Population	£0.56	£0.63	£0.61
-Property in the Borough	£1.27	£1.42	£1.38

SERVICE: PRIVATE SECTOR HOUSING STANDARDS

	Actual 2016/17	Original Budget 2017/18	Original Budget 2018/19
	£	£	£
Budget Holder: Dawn Dawson (DB30 & DN00)			
Employees & Support Services	148,237	206,830	212,870
Running Expenses	62,709	74,580	68,900
Income	(15,707)	(34,470)	(66,710)
Other	(2,215)		
PRIVATE SECTOR HOUSING STANDARDS NET	193,025	246,940	215,060

COST CENTRE DETAIL (Code & Description)

DN00 - Private Sector Housing Standards	193,025	246,940	215,060
PRIVATE SECTOR HOUSING STANDARDS NET	193,025	246,940	215,060

Estimated Service Cost per - Head of the Population	£1.53	£1.96	£1.70
-Property in the Borough	£3.44	£4.40	£3.83

PLANNING & DEVELOPMENT PORTFOLIO SUMMARY

	Actual 2016/17 £	Original Budget 2017/18 £	Original Budget 2018/19 £
CAR PARKS	(370,481)	(391,230)	(381,970)
PUBLIC PASSENGER TRANSPORT	63,660	71,020	43,500
LAND DRAINAGE WRKS	13,705	9,740	8,870
STREET NAMEPLATES	17,091	16,740	18,910
FOOTPATH LIGHTING	7,610	6,910	8,350
DEVELOPMENT CONTROL	64,088	63,340	76,710
BUILDING CONTROL	9,369	252,610	258,870
PLANNING POLICY & APPLICATIONS	369,181	389,790	369,280
ECONOMIC DEVELOPMENT	361,821	446,280	446,900
NET EXPENDITURE	536,044	865,200	849,420

	Actual 2016/17 £	Original Budget 2017/18 £	Original Budget 2018/19 £
Employees & Support Services	1,094,615	1,315,100	1,407,640
Running Expenses	1,976,330	2,053,630	2,029,170
Capital Charges	726,535	725,900	677,560
GROSS EXPENDITURE	3,797,480	4,094,630	4,114,370
Income	(3,248,886)	(3,058,650)	(3,161,750)
Other	(12,551)	(170,780)	(103,200)
NET EXPENDITURE	536,044	865,200	849,420
Estimated Service Cost per - Head of the Population	£4.25	£6.86	£6.73
-Property in the Borough	£9.54	£15.40	£15.12

PLANNING & DEVELOPMENT BUDGET SUMMARY**SERVICE: CAR PARKS**

	Actual 2016/17	Original Budget 2017/18	Original Budget 2018/19
	£	£	£
Brent Davis (BA00-BA90)			
Employees & Support Services	301,841	309,180	284,800
Running Expenses	914,932	911,180	916,350
Capital Charges	577,566	576,930	558,370
Income	(2,164,819)	(2,188,520)	(2,141,490)
CAR PARKS NET EXPENDITURE	(370,481)	(391,230)	(381,970)

COST CENTRE DETAIL (Code and Description)

BA00 - Car Parks	1,139,840	1,134,910	1,090,700
BA30 - Car Parks-Running Expenses	532,154	542,230	548,700
BA40 - Car Parks-Support Services	114,849	115,320	115,320
BA90 - Car Parks-Income	(2,157,324)	(2,183,690)	(2,136,690)
CAR PARKS NET EXPENDITURE	(370,481)	(391,230)	(381,970)

Service Description:

This service shows the costs associated with providing car parks throughout the Borough. The budget head includes the costs of maintaining and running the car parks and the income received from them.

Estimated Service Cost per - Head of the Population	-£2.94	-£3.10	-£3.03
-Property in the Borough	-£6.59	-£6.96	-£6.80

PLANNING & DEVELOPMENT BUDGET SUMMARY (Continued)**SERVICE: PUBLIC PASSENGER TRANSPORT**

	Actual 2016/17	Original Budget 2017/18	Original Budget 2018/19
	£	£	£
Budget Holder: Brent Davis (BC00-BC05)			
Employees & Support Services	543	1,170	1,220
Running Expenses	134,994	130,010	132,180
Capital Charges	29,737	29,740	
Income	(101,613)	(89,900)	(89,900)
PUBLIC PASSENGER TRANSPORT NET	63,660	71,020	43,500

COST CENTRE DETAIL (Code and Description)

BC00 - Bus Station	63,660	71,020	43,500
PUBLIC PASSENGER TRANSPORT NET EXPENDITURE	63,660	71,020	43,500

Service Description:

This service shows the costs associated with providing and maintaining the bus shelters in the Borough. The budget head also includes the costs associated with the operation of the bus stations and the bus operators using the stations.

Estimated Service Cost per - Head of the Population	£0.50	£0.56	£0.34
-Property in the Borough	£1.13	£1.26	£0.77

PLANNING & DEVELOPMENT BUDGET SUMMARY (Continued)**SERVICE: LAND DRAINAGE WORKS**

	Actual 2016/17	Original Budget 2017/18	Original Budget 2018/19
	£	£	£
Budget Holder: Brent Davis (BF10)			
Employees & Support Services	6,015	2,250	2,090
Running Expenses	8,573	7,810	6,780
Income	(883)	(320)	
LAND DRAINAGE WRKS NET EXPENDITURE	13,705	9,740	8,870

COST CENTRE DETAIL (Code & Description)

BF10 - Land Drain Wrks	13,705	9,740	8,870
LAND DRAINAGE WRKS NET EXPENDITURE	13,705	9,740	8,870

Service Description:

This service shows the costs associated with services provided by the council for undertaking land drainage works, like clearing gullies and removing excessive vegetation growth around drains to lower the risk of flooding.

Estimated Service Cost per - Head of the Population	£0.11	£0.08	£0.07
-Property in the Borough	£0.24	£0.17	£0.16

PLANNING & DEVELOPMENT BUDGET SUMMARY (Continued)

SERVICE: STREET NAMEPLATES

Budget Holder: Brent Davis (BI00)

	Actual 2016/17	Original Budget 2017/18	Original Budget 2018/19
	£	£	£
Employees & Support Services	6,561	6,250	6,440
Running Expenses	11,085	10,650	12,470
Income	(554)	(160)	
STREET NAMEPLATES NET EXPENDITURE	17,091	16,740	18,910

COST CENTRE DETAIL (Code & Description)

BI00 - Street Nameplates	17,091	16,740	18,910
STREET NAMEPLATES NET EXPENDITURE	17,091	16,740	18,910

Service Description:

This service shows the costs associated with maintaining and supplying street nameplates throughout the Borough.

Estimated Service Cost per - Head of the Population	£0.14	£0.13	£0.15
-Property in the Borough	£0.30	£0.30	£0.34

SERVICE: FOOTPATH LIGHTING

	Actual 2016/17	Original Budget 2017/18	Original Budget 2018/19
	£	£	£
Budget Holder: Brent Davis (BJ00)			
Employees & Support Services	3,236	1,810	2,570
Running Expenses	4,726	5,910	5,780
Income	(353)	(810)	
FOOTPATH LIGHTING NET EXPENDITURE	7,610	6,910	8,350

COST CENTRE DETAIL (Code & Description)

BJ00 - Footway Lighting	7,610	6,910	8,350
FOOTPATH LIGHTING NET EXPENDITURE	7,610	6,910	8,350

Service Description:

This service shows the costs associated with providing footway lighting on council owned land (not highways, which is the responsibility of the County Council)

Estimated Service Cost per - Head of the Population	£0.06	£0.05	£0.07
-Property in the Borough	£0.14	£0.12	£0.15

SERVICE: BUILDING CONTROL

Actual 2016/17	Original Budget 2017/18	Original Budget 2018/19
£	£	£

Budget Holder: Ian Powell (BL20-BL24)

Employees & Support Services	138,218	182,880	211,440
Running Expenses	213,358	179,220	180,040
Income	(287,487)	(298,760)	(314,770)
BUILDING CONTROL NET EXPENDITURE	64,088	63,340	76,710

COST CENTRE DETAIL (Code and Description)

BL20 - Building Control - Fee Earning	(98)	(6,960)	260
BL21 - Building Control - No Fee Earning	20,430	22,460	23,460
BL24 - Other Building Control	43,756	47,840	52,990
BUILDING CONTROL NET EXPENDITURE	64,088	63,340	76,710

Service Description:

The costs of providing the building control service are contained within this budget head – it deals with the implementation of building regulations which ensure that proper standards of construction are adhered to by the building industry, together with Health and Safety issues.

Estimated Service Cost per - Head of the Population	£0.51	£0.50	£0.61
- Property in the Borough	£1.14	£1.13	£1.37

SERVICE: ECONOMIC DEVELOPMENT

Actual 2016/17	Original Budget 2017/18	Original Budget 2018/19
£	£	£

Budget Holder: Ian Powell (ER00 – ER04)

Employees & Support Services	87,357	98,880	98,300
Running Expenses	179,927	246,170	247,410
Capital Charges	119,233	119,230	119,190
Income	(24,696)		
Other		(18,000)	(18,000)
ECONOMIC DEVELOPMENT NET EXPENDITURE	361,821	446,280	446,900

COST CENTRE DETAIL (Codes and Descriptions)

ER00 - Economic Development	247,416	316,370	289,370
ER02 – West Midlands Combined Authority	25,776		25,000
ER04 - Camp Hill Regeneration Project	88,629	129,910	132,530
ECONOMIC DEVELOPMENT NET EXPENDITURE	361,821	446,280	446,900

Service Description:

This service shows the costs relating to understanding, promoting and supporting the economic well-being of the area.

Estimated Service Cost per - Head of the Population	£2.87	£3.54	£3.54
-Property in the Borough	£6.44	£7.94	£7.95

PLANNING & DEVELOPMENT BUDGET SUMMARY (Continued)

APPENDIX B

	Actual 2016/17 £	Original Budget 2017/18 £	Original Budget 2018/19 £
<u>SERVICE: PLANNING POLICY & APPLICATIONS</u>			
Ian Powell & Chris Tydeman (BL10-BL17 & 80)			
Employees & Support Services	158,240	233,190	225,870
Running Expenses	250,776	324,420	243,660
Income	(27,284)	(15,040)	(15,050)
Other	(12,551)	(152,780)	(85,200)
PLANNING POLICY & APPLICATIONS NET EXPENDITURE	369,181	389,790	369,280

COST CENTRE DETAIL (Codes and Descriptions)

BL10 - Borough Plans	389,289	384,270	371,160
BL14 - Conservation And Listed Buildings	834	12,900	2,930
BL17 - Street Naming & Numbering	(20,942)	(7,380)	(4,810)
PLANNING POLICY & APPLICATIONS NET EXPENDITURE	369,181	389,790	369,280

Service Description:

The Council is undertaking work associated with the Borough Plan and all costs are shown within this budget head. The service will provide planning policy advice for members and a wide range of customers and also provides support and guidance for communities.

Estimated Service Cost per – Head of the Population	£2.93	£3.09	£2.93
– Property in the Borough	£6.57	£6.94	£6.57

	Actual 2016/2017 £	Original Budget 2017/18 £	Original Budget 2018/19 £
<u>SERVICE: DEVELOPMENT CONTROL</u>			
Budget Holder: Ian Powell (BL30 – 32)			
Employees & Support Services	392,604	479,490	574,910
Running Expenses	257,960	238,260	284,500
Income	(641,194)	(465,140)	(600,540)
DEVELOPMENT CONTROL NET EXPENDITURE	9,370	252,610	258,870

COST CENTRE DETAIL (Codes and Descriptions)

BL30 - Development Control - Fee Earning	(98,436)	143,690	143,980
BL32 - Development Control Enforcement	107,806	108,920	114,890
DEVELOPMENT CONTROL NET EXPENDITURE	9,370	252,610	258,870

Service Description:

This service shows the costs associated with the processing of planning applications, the registration and processing of planning appeals including written representations, informal hearings and public enquiries, and complaints to the Authority regarding unauthorised developments and use of land.

Estimated Service Cost per – Head of the Population	£0.07	£2.00	£2.05
– Property in the Borough	£0.17	£4.50	£4.61

Appendix C

SUPPORT SERVICES SUMMARIES

	Actual 2016/17 £	Original Budget 2017/18 £	Original Budget 2018/19 £
CORPORATE DIRECTORS			
Budget Holder: Simone Hines			
Salaries, Wages & Other Employee Costs	505,926	505,240	468,240
Employer's NI & Pension Contributions	120,107	138,520	140,780
Supplies & Services	3,629	3,150	3,450
Accommodation & Other Administrative Costs	55,044	55,780	53,080
Gross Expenditure	684,706	702,690	665,550
Income & Recoverable Charges			
Net Costs - Fully recharged to other Service Units and Services	684,706	702,690	665,550
Estimated service cost per - head of the population	£5.43	£5.57	£5.27
- property in the borough	£12.19	£12.51	£11.85

Note: Director's costs moved across from services in 2016/17.

	Actual 2016/17 £	Original Budget 2017/18 £	Original Budget 2018/19 £
FINANCE & PROCUREMENT			
Budget Holder: Simone Hines			
Salaries, Wages & Other Employee Costs	567,647	558,970	581,080
Employer's NI & Pension Contributions	124,492	155,440	166,480
Supplies & Services	83,238	90,040	90,910
Accommodation & Other Administrative Costs	161,164	174,800	149,370
Capital Charges	7,473	7,470	7,470
Gross Expenditure	944,014	986,720	995,310
Income & Recoverable Charges	(35,673)	(36,980)	(36,980)
Net Costs - Fully recharged to other Service Units and Services	908,340	949,740	958,330
Estimated service cost per - head of the population	£7.20	£7.53	£7.60
- property in the borough	£16.17	£16.91	£17.06

Note: Payroll services moved to Corporate Finance from Human Resources and Director's costs moved from finance to Directors in 2016/17.

Appendix C

SUPPORT SERVICES SUMMARIES

	Actual 2016/17 £	Original Budget 2017/18 £	Original Budget 2018/19 £
HUMAN RESOURCES			
Budget Holder: Christine Tydeman			
Salaries, Wages & Other Employee Costs	200,814	189,380	196,150
Employer's NI & Pension Contributions	30,256	26,150	34,050
Supplies & Services	29,466	54,060	54,540
Accommodation & Other Administrative Costs	91,698	93,210	84,560
	-		
Gross Expenditure	352,234	362,800	369,300
Income & Recoverable Charges	(17,924)	(3,500)	(3,500)
Net Costs - Fully recharged to other Service Units and Services	334,311	359,300	365,800
Estimated service cost per - head of the population	£2.65	£2.85	£2.90
- property in the borough	£5.95	£6.40	£6.51

Note: Payroll services moved to Corporate Finance from Human Resources in 2016-17

	Actual 2016/17 £	Original Budget 2017/18 £	Original Budget 2018/19 £
IT & COMMUNICATIONS			
Budget Holder: Christine Tydeman			
Salaries, Wages & Other Employee Costs	357,243	321,820	321,900
Employer's NI & Pension Contributions	79,926	88,890	89,770
Supplies & Services	363,996	374,500	386,600
Accommodation & Other Administrative Costs	88,175	85,920	75,070
Capital Charges	254,405	301,320	261,400
Gross Expenditure	1,143,745	1,172,450	1,134,740
Income & Recoverable Charges	(7,500)	(7,500)	(15,000)
Net Costs - Fully recharged to other Service Units and Services	1,136,247	1,164,950	1,119,740
Estimated service cost per - head of the population	£9.01	£9.23	£8.87
- property in the borough	£20.23	£20.74	£19.93

Appendix C

SUPPORT SERVICES SUMMARIES

CORPORATE CUSTOMER SERVICES	Actual 2016/17 £	Original Budget 2017/18 £	Original Budget 2018/19 £
Budget Holder: Christine Tydeman			
Salaries, Wages & Other Employee Costs	409,209	478,410	493,460
Employer's NI & Pension Contributions	67,547	97,010	105,520
Supplies & Services	176,083	111,890	110,530
Accommodation & Other Administrative Costs	274,670	286,400	276,420
Capital Charges	38,960	20,060	18,160
Gross Expenditure	966,469	993,770	1,004,090
Income & Recoverable Charges	(5,720)	(1,250)	(5,250)
Net Costs - Fully recharged to other Service Units and Services	960,750	992,520	998,840

Estimated service cost per - head of the population	£7.61	£7.87	£7.92
- property in the borough	£17.10	£17.67	£17.78

Note: Director's costs moved from CCS to Directors in 2016/17.

BUSINESS IMPROVEMENT ADMINISTRATION & SUPPORT TEAM	Actual 2016/17 £	Original Budget 2017/18 £	Original Budget 2018/19 £
Budget Holder: Christine Tydeman			
Salaries, Wages & Other Employee Costs	248,469	233,620	240,280
Employer's NI & Pension Contributions	48,847	60,320	63,250
Supplies & Services	14,947	12,680	9,680
Accommodation & Other Administrative Costs	121,085	122,950	101,110
Gross Expenditure	433,348	429,750	414,320
Income & Recoverable Charges	(245)		
Net Costs - Fully recharged to other Service Units and Services	433,103	429,570	414,320
Estimated service cost per - head of the population	£3.43	£3.40	£3.28
- property in the borough	£7.71	£7.65	£7.37

Appendix C

SUPPORT SERVICES SUMMARIES

	Actual 2016/17 £	Original Budget 2017/18 £	Original Budget 2018/19 £
CORPORATE GOVERNANCE: LEGAL			
Budget Holder: Philip Richardson			
Salaries, Wages & Other Employee Costs	190,150	190,560	198,420
Employer's NI & Pension Contributions	39,381	52,560	54,020
Supplies & Services	33,366	31,010	31,290
Accommodation & Other Administrative Costs	73,950	72,220	60,750
Gross Expenditure	336,847	346,350	344,480
Income & Recoverable Charges	(54,586)	(58,620)	(63,300)
Net Costs - Fully recharged to other Service Units and Services	282,262	287,730	281,180
Estimated service cost per - head of the population	£2.24	£2.28	£2.23
- property in the borough	£5.02	£5.12	£5.01

Note: Director's costs moved from Legal to Directors in 2016/17

	Actual 2016/17 £	Original Budget 2017/18 £	Original Budget 2018/19 £
CORPORATE GOVERNANCE: Health & Safety			
Budget Holder: Philip Richardson			
Salaries, Wages & Other Employee Costs	103,685	158,950	168,260
Employer's NI & Pension Contributions	22,465	40,690	43,210
Supplies & Services	9,094	13,180	10,360
Accommodation & Other Administrative Costs	32,457	33,620	35,090
Gross Expenditure	167,701	246,440	256,920
Income & Recoverable Charges	(14,372)	(11,000)	(11,000)
Net Costs - Fully recharged to other Service Units and Services	153,329	235,440	245,920
Estimated service cost per - head of the population	£1.22	£1.87	£1.95
- property in the borough	£2.73	£4.19	£4.38

SUPPORT SERVICES SUMMARIES

	Actual 2016/17 £	Original Budget 2017/18 £	Original Budget 2018/19 £
CORPORATE GOVERNANCE: AUDIT & INSURANCE			
Budget Holder: Philip Richardson			
Salaries, Wages & Other Employee Costs	136,948	135,430	152,530
Employer's NI & Pension Contributions	32,405	40,070	43,830
Supplies & Services	7,690	7,250	7,530
Accommodation & Other Administrative Costs	50,963	43,020	42,460
Gross Expenditure	228,006	225,770	246,350
Income & Recoverable Charges			(18,450)
Net Costs - Fully recharged to other Service Units and Services	228,006	225,770	227,900
Estimated service cost per - head of the population	£1.81	£1.79	£1.81
- property in the borough	£4.06	£4.02	£4.06

	Actual 2016/17 £	Original Budget 2017/18 £	Original Budget 2018/19 £
IT FLARE COSTS			
Budget Holder: Christine Tydeman			
Salaries, Wages & Other Employee Costs			
Employer's NI & Pension Contributions			
Supplies & Services			75,230
Accommodation & Other Administrative Costs			11,230
Gross Expenditure			86,460
Income & Recoverable Charges			
Net Costs - Fully recharged to other Service Units and Services			86,460
Estimated service cost per - head of the population			£0.69
- property in the borough			£1.54

Appendix C

ADMINISTRATIVE BUILDINGS	Actual	Original	Original
Budget Holder: Brent Davis	2016/17	Budget	Budget
	£	2017/18	2018/19
		£	£
Salaries, Wages & Other Employee Costs	194,650	183,080	186,680
Employer's NI & Pension Contributions	24,377	29,500	34,800
Supplies & Services	615,572	586,660	526,580
Accommodation & Other Administrative Costs	163,670	177,380	176,890
Capital Charges	148,683	148,350	77,200
Gross Expenditure	1,146,952	1,124,970	1,002,150
Income & Recoverable Charges	(20,788)	(19,450)	(18,920)
Net Costs - Fully recharged to other Service Units and Services	1,126,164	1,105,520	983,230
Estimated service cost per - head of the population	£8.93	£8.76	£7.79
- property in the borough	£20.05	£19.68	£17.50

HOUSING REVENUE ACCOUNT (HRA) BUDGET

	Actual 2016/17 £'000	Original Budget 2017/18 £'000	Original Budget 2018/19 £'000
Balance Brought Forward	(5,335,361)	(8,522,571)	(11,495,961)
<u>Expenditure</u>			
General Management	3,909,637	4,134,850	4,483,330
Special Expenses	4,046,422	3,148,390	2,973,830
Repairs & Maintenance	5,192,633	5,953,630	5,202,950
Depreciation	6,729,323	6,886,000	7,750,210
Capital expenditure funded by HRA	1,691,044	1,371,000	4,189,150
Interest payable (Debt Costs)	2,150,641	2,144,140	2,101,430
Total Expenditure	23,719,700	23,638,010	26,700,900
<u>Income:</u>			
General Rental Income	(23,662,998)	(23,346,810)	(22,709,570)
Non-dwelling rents	(563,707)	(599,480)	(621,420)
Other income – services & facilities	(1,882,171)	(1,847,020)	(1,785,440)
Interest receivable	(24,207)	(27,200)	(27,200)
Total Income	(26,133,083)	(25,820,510)	(25,143,630)
<u>Adjustments</u>			
Premiums & Discounts	(1,890)	(1,890)	0
Debt repayment	0	0	1,000,000
Major Repairs Reserve Contributions	192,346	0	0
Earmarked reserve	(964,283)	(789,000)	(2,835,000)
(SURPLUS)/DEFICIT	(3,187,210)	(2,973,390)	(277,730)
Balance Carried Forward	(8,522,571)	(11,495,961)	(11,773,691)

GENERAL FUND CAPITAL PROGRAMME

		Original Budget 2018/19 £
<u>Arts & Leisure</u>		
PC60	Cemetery Land	300,000
PC71	Mines Welfare Park Environment Improvements	51,950
PC88	Stockingford Tennis Courts	65,000
<u>Central Services</u>		
PE12	Computer Strategy	100,000
PE50	Major Repairs	250,000
<u>Health and Environment</u>		
PM01	Vehicle & Plant Replacement	1,200,000
<u>Finance and Civic Affairs</u>		
PE02	Purchase of Investment Properties	700,000
PE03	Valley Farm Refurbishment	150,000
PE05	Purchase of Empty Properties to Lease	1,500,000
PE07	Revenues & Benefits System	234,190
PE30	Camp Hill - Early final phase	3,220,720
<u>Housing (General Fund)</u>		
PD12	Empty Homes Works in Default	40,000
PD20	HEART	4,185,000
PD43	LPSA2 - Empty Property Loans	100,000
PD53	Mobile Home Sites	236,560
<u>Planning and Development</u>		
PB28	Bermuda Connectivity Project	413,390
PB33	CCTV – Wireless Technology	120,000
<u>Future schemes</u>		
PE95	Miscellaneous schemes*	100,000
Total		<u>12,966,810</u>

HOUSING REVENUE ACCOUNT CAPITAL BUDGET

		Original Budget 2018/19
		£
PL01	Decent Homes	2,500,000
PL03	Roof Coverings/Modifications	750,000
PL04	Shed Door & Roof Renewals	50,000
PL05	Windows & Doors	900,000
PL06	Sheltered Alarm Call System	300,000
PL09	Shops Improvements	15,000
PL10	New Properties (Construction)	2,324,400
PL11	Property Conversions	1,285,000
PL14	Large Scale Improvement Feasibility	150,000
PL15	District Heating Smart Meters	490,000
PL54	Level Access Showers	400,000
PL55	Aids & Adaptations	210,000
PL56	Central Heating	1,000,000
PL57	Garages	50,000
PL58	Scooter Housing	35,000
PL59	Slabs to Tarmac	200,000
PL60	Lift Renewal Works	15,000
PL63	District Heating Upgrade Works	100,000
PL64	Fire Safety Upgrade Works	500,000
PL65	PIR Electrical Works (Sheltered Housing & Communal)	350,000
PL66	Voids	400,000
PL70	Structural/Concrete Repairs	900,000
PL71	Environmental Works	50,000
PL72	Housing Management System	335,000
PL75	Contingency	100,000
PL83	Soil Stack Renewals	20,000
PL98	Capital Salaries	298,200
Total		<u>13,727,600</u>

Coding when Recruiting New Employees

Information to help when recruiting a new member of staff. Where the Payroll recruitment form asks for the:-
Salary Code please enter as example.

Note (we have changed supplier to Coventry CC and so the format may change)

Example:

Cost Centre	Sub detail
HG00	H780

Please provide the Cost code & Sub detail

Agresso Cost Code and Sub detail

Managing Director
All Service Directors

HG00 H780
 HG00 H780

Assets & Street Services

Corporate Property

Corporate Property
 Performance Improvement Officer
 Planning & Analysis Officer

HK00 H804
 HK00 H800
 HK00 H800

Parking

Parking Manager
 Car Park Admin Staff
 Car Park Attendants
 Car Parks
 Toilet Attendants

HK00 H924
 BA00 B924
 BA00 B063
 BA00 B523
 CB00 C517

CCTV

CCTV Controllers

GH02 G925

Admin Buildings

Porters
 Bedworth Office Cleaners
 Depot Cleaners
 Town Hall Cleaners
 Tea Ladies

FB00 F020
 FB15 F022
 FB25 F022
 FB00 F022
 FB00 F021

Civic Hall

Civic Hall Manager
 Civic Hall Office Based Team
 Civic Hall Casual Events Staff
 Civic Hall Kitchen Staff
 Civic Hall Bar Staff
 Civic Hall Cleaners

HK20 H819
 HK20 H819
 CN05 C996
 CN20 C510
 CN21 C511
 CN05 C523

Coding when Recruiting New EmployeesAssets & Street Services (continued)

	Agresso Cost Code
Museum	
Museum & Arts Officer	HK20 H811
Museum Officers & Standby	CO05 C526
Museum Assistants	CO05 C527
Museum Cleaners	CO05 C523
Leisure	
Sports Development Team	CH16 C550
Harrier's Employees	HP00 H560
Changing Room Attendants - Stockingford	EH26 E536
Changing Room Attendants - Keresley	EH27 E536
Community Centres	
Keresley Community Administrator	EH27 E310
Stockingford Community Administrator	EH26 E310
Newtown Centre Administrator	CH30 C310
Newtown Centre Cleaners	CH30 C523
Refuse & Recycling	
Refuse & Cleansing Manager	HK00 H833
Refuse & Cleansing Office Based Team	HK00 H833
Domestic Refuse Collectors & Drivers	AL05 A514
Bulky Refuse Collectors & Drivers	AL05 A514
Recycling	AM00 A832
Green Waste Collectors & Drivers	AM10 A513
Street Cleansing Operatives & Drivers	AL10 A515
Transport	
Transport Mechanics	QZ40 Q518
Transport Office Team	HK00 H841
Depot	
Depot Yard Men	FB50 F519
Depot Cleaners	FB50 F022

Coding when Recruiting New Employees

	Agresso Cost Code
<u>Business Improvement</u>	
Administration & Support Team	HJ80 H725
Contact Centre	HJ50 H906
IT	HJ20 H720
Human Resources	
HR	HJ10 H710
<u>Finance & Procurement</u>	
Revenue & Benefits	
Revs & Bens Manager	HL10 H910
Revs & Bens - Benefits Team	HL10 H912
Revs & Bens - Revenues Team	HL10 H911
Revs & Bens - Systems Team	HL10 H913
Finance	
Treasury Team	HJ00 H706
Financial Planning	HJ00 H706
Procurement & Creditors Team	HJ00 H706

Coding when Recruiting New Employees

<u>Governance & Recreation</u>	Agresso Cost Code
Legal Section	HJ30 H730
Audit Team	HJ60 H736
Governance and Performance Officer	HJ60 H736
Health & Safety Team	HJ70 H714
Equalities Officer	ED05 E799
Democratic Services	
Democratic - Electoral Registration	HJ40 H733
Democratic - Member Support	HJ40 H731
Town Crier	EH05 E793
Parks	
Grounds Maintenance Team	HK10 H814
Natural Environment Team	HK10 H796
Playground Fitters	CG10 C533
Pavilion Attendants	CG52 C533
Communication & Events	
Communication & Event Officers	HH10 H793
Events Operatives	EH20 E794

Coding when Recruiting New Employees

<u>Housing & Communities</u>	Agresso Cost Code
Housing salaries - Allocated across several services	
Business Performance Officer	HL00 H900
Housing Services	HL00 H939
Strategic Housing	HL00 H903
Business Support	HL00 H905
Private Sector Housing	HL00 H901
Housing - Property services	HL00 H805
Housing Salaries - charged directly to one service	
Tenancy Services Team	LA00 L918
Housing Officers	LA00 L918
Housing - Financial Inclusion Team	LA00 L918
Housing -Direct Property services	LA01 L806
Housing - Capital Surveyors & Clerk of Works	SK30 S850
Housing Strategy	DB00 D903
Supported Housing	
Housing - Supported Housing Team	LB05 L938
Housing – Independent Living Officers	LB05 L904
Housing Cleaning	
Housing Estate Cleaners	LB25 L822
Housing - Cleaners	LB05 L823
Housing Craft Workers	
Housing - Reactive Operatives	LW01 L850
Housing - Planned Operatives	LW80 L851
Housing - Void Operatives	LW95 L852
Housing - Capital Operatives	SK30 S850
Standby	
Standby	GA20 G302
Standby - Housing Call Out	LW05 L853
Bulk Deliveries - Housing	LA00 L029
Communities	
Community Cohesion	HH00 H791
Antisocial Behaviour Team	HH00 H791

Coding when Recruiting New Employees

<u>Regeneration & Public Protection</u>	Agresso Cost Code
Markets	
Market Office Staff	AG00 A831
Market Workers	AG00 A516
Building Control	
Building Control Team	HL40 H931
Building Control Call Out	BL24 B553
Environmental Health	
Head of Environmental Health	HL40 H941
Principal BRS Officer	HL40 H941
Environmental Protection Officers	HL40 H942
Food & Occupational Safety	AR05 A941
Dog Wardens	AQ10 A942
Licensing	
Licensing Team	HL40 H734
Planning	
Planning - HL40	HL40 H932
Planning – BL10	BL10 B931
Planning - BL30	BL30 B932
Planning Enforcement	BL32 B933
Planning Policy Team	HL40 H795
Town Centre & Estates	
Land and Property Team	HL20 H797
Town Centre Officers	HL20 H927
Economic Development	ER00 E738
Craft Centre Cleaners	EE30 E523
Other	
Healthy Living Network	HL60 H949
Harriers Club	HP00 H560

MENTEC**Appendix H****Coding when Paying in Money at Cash Office**

Information to help when paying in money over the counter.
 Allows extra data to be entered where appropriate.
 Using the Mentec code will automatically enter the Agresso Codes.

(Agresso cost code shown for information purposes only)

Mentec Code	Description	Account	Cost Centre	Analysis
<u>Asset Management & Street Services</u>				
Community Centres				
NEWTOWN	Newtown Centre Room Hire	9566	CH30	C000
KCC VEND	Keresley Community Centre Vending	9283	EH27	E000
KCC ROOM	Keresley Community Centre Room Hire	9566	EH27	E000
Civic Hall				
BOX	Civic Hall Show Income	8909	CN05	C000
STREAM	Streamline Civic Hall	8909	CN05	C000
TICKETS	Tickets.Com System	8909	CN05	C199
WEST END	Tokens Code	8910	CN05	C000
CH ROOM	Civic Hall Room Hire	9566	CN05	C000
EPS HIRE	Hall Hire Private Shows	9552	CN11	C000
HOTDRINK	Civic Hall Hot Drinks	9281	CN20	C000
ICES	Civic Hall Ices	9284	CN20	C000
PREM STG	Premier Stage Direct Debit	9285	CN20	C000
BUFFET	Civic Hall Buffets	9285	CN20	C000
BISTRO	Civic Hall Bistro	9289	CN20	C000
BAR	Civic Hall Bar	9287	CN21	C000
Museum				
DONATION	Museum Donations	9116	CO05	C000
MUS SHOP	Museum Resale Goods	9259	CO05	C000
PAINTING	Commission Sale Of Painting	9447	CO05	C000
MUS ROOM	Museum Room Hire	9566	CO05	C000
Refuse & Recycling				
BULKY	Bulky Refuse Collection	9344	AL05	A000
LITTER	Litter Enforcement Notices	9368	AL10	A000
1100 BIN	Trade Bin	9231	AL25	A000
SMURFIT	Smurfit Kappa	9237	AL25	A000
TRADE SK	Trade Sacks	9345	AL25	A012
GREEN	Additional Green Bins	9297	AM10	A000
REDBOX	Recycling Bins And Caddies	9297	AM15	A000

Coding when Paying in Money at Cash Office

Mentec Code	Description	Account	Cost Centre	Analysis
<u>Asset Management & Street Services (continued)</u>				
Parking				
CV1	Mobile Phone Parking Charges	9361	BA90	B000
CN1	Upper Abbey Street Long Stay	9511	BA90	B501
CN2	Regent Street No 2 Long Stay	9511	BA90	B502
CN3	Orchard Street Long Stay Cp	9511	BA90	B503
CN5	Victoria Street Long Stay Cp	9511	BA90	B505
CN6	Pool Bank Street Long Stay	9511	BA90	B506
CN7	Riversley Park Long Stay Cp	9511	BA90	B507
CN8	Town Hall Short Stay Cp	9511	BA90	B508
CN9	Church Street Short Stay Cp	9511	BA90	B509
CN10	Regent Street No 1 Short Stay	9511	BA90	B510
CN11	Rope Walk Mscp	9511	BA90	B511
CN12	Abbey Street Co-Op Short Stay	9511	BA90	B512
CN13	Justice Walk Short Stay Cp	9511	BA90	B513
CN14	Harefield Rd Mscp	9511	BA90	B514
CN15	Meadow Street Nuneaton	9511	BA90	B515
CN16	Riverside Car Park	9511	BA90	B516
CN17	Pingles Leisure Centre	9511	BA90	B517
CB14	Bedworth Railway Station	9511	BA90	B614
CB15	Bedworth Leisure Centre	9511	BA90	B615
CB16	Park Rd-Mill St Long Stay Cp	9511	BA90	B616
CB17	Civic Hall No 2 -Spitalfields	9511	BA90	B617
CB19	Civic Hall No1- Spitalfields	9511	BA90	B619
SEASON T	Car Park Season Ticket	9515	BA90	B000
CPE 50	Civil Parking Enforcement £50	9540	BA90	B000
CPE 25	Civil Parking Enforcement - £25	9541	BA90	B000
CPE 75	Civil Parking Enforcement £75	9542	BA90	B000
CPE 35	Civil Parking Enforcement £35	9544	BA90	B000
CPE 70	Car Parking Fine £70	9544	BA90	B000
CPE 105	Parking Fine	9545	BA90	B000
CPE 82	Civil Parking Enforcement £82	9546	BA90	B000
CPE 112	Civil Parking Enforcement £112	9547	BA90	B000
Transport				
MOT	MOT Group4	9899	QZ20	Q006

Coding when Paying in Money at Cash Office

Mentec Code	Description	Account	Cost Centre	Analysis
<u>Regeneration & Public Protection</u>				
Town Centre & Estates				
PROM SPA	Town Centre Promotional Space	9150	ER01	E000
SUB GEN	Sub Station General Fund	9601	EE25	E000
FAIRRIDE	Fairground Ride Town Centre	9150	ER01	E000
Markets				
ST TRADE	Street Trading Food & Flowers	9381	AG00	A000
NUN SAT	Market Rents Nuneaton Saturday	9620	AG00	A001
MARK BED	Market Rents Bedworth	9620	AG00	A002
NUN WED	Market Rents Nuneaton Wednesday	9620	AG00	A003
CAR BOOT	Car Boot Bedworth	9624	AG00	A002
CHARITY	Charity Stall	9625	AG00	A000
Environmental Health				
PET SHOP	Pet Shop Licence	9311	AQ05	A000
ANIMAL B	Animal Boarding Licence	9314	AQ05	A000
DOG BRED	Dog Breeding Licence	9334	AQ05	A000
RIDE EST	Riding Establishment Licence	9335	AQ05	A000
DISP EST	Disposal Of Estate Burial Exp	9351	AQ05	A000
EPA	Environmental Permit	9354	AQ05	A000
ENVIRSEA	Environmental Searches	9356	AQ05	A000
NOISE	Noise Abatement	9425	AQ05	A000
RIDING L	Riding Licence Fees	9314	AQ10	A000
DOGS	Dog Fouling Fines	9369	AQ10	A000
STRAYS	Stray Animal Charges	9370	AQ10	A000
COMMPEST	COMMERCIAL PEST CONTRACT	9141	AQ15	A000
PESTWASP	Pest Control - Wasps	9305	AQ15	A000
PESTFLEA	Pest Control - Ant/Flea/Bugs	9306	AQ15	A000
PESTRAT	Pest Control - Rats & Mice	9307	AQ15	A000
SALVAGE	Motor Salvage Licence	9302	AR05	A000
ACUPUNC	Acupuncture Licence	9308	AR05	A000
ELECTROL	Electrolysis Licence	9310	AR05	A000
TATTOO L	Tattoo Licence	9312	AR05	A000
EAR PIER	Ear Piercing Licence	9316	AR05	A000
Street Naming				
STREET N	Street Naming	9309	BL17	B000

Coding when Paying in Money at Cash Office

Mentec Code	Description	Account	Cost Centre	Analysis
<u>Regeneration & Public Protection (continued)</u>				
Building Control & Planning				
BLG PLAN	Building Control Full Plans Plan Checking Fee	9321	BL20	B000
BLG INSP	Building Control Site Full Plans Inspection Fee	9322	BL20	B000
BLG NOTI	Building Control Building Notices	9327	BL20	B000
BLG REG	Building Control Regularisation & Reversion	9330	BL20	B000
BLG SUPP FEE	Building Control Supplementary Charges	9361	BL20	B000
BLG COPY	Building Control Copies	9336	BL20	B000
PLAN APP	Planning Application Fee	9323	BL30	B000
PLN PORT	Planning Portal	9323	BL30	B000
COPY 106	Copies of Section 106	9324	BL30	B000
COPY TPO	Copies of TPO	9324	BL30	B000
COPYS	Other photocopies	9324	BL30	B000
PLANCOPY	Copies of Plans	9324	BL30	B000
DC DECIS	Copies of Decision Notices	9324	BL30	B000
DCADVICE	Planning PreApplication Advice	9500	BL30	B000
S106 MON	Section 106 Monitoring Fee	9626	BL30	B000
Land Charges				
SEARCHES	Land Charges Search Fees	9304	EK00	E000
LANDDOCS	Copies of Land Charge Documents	9304	EK00	E000
Licensing				
TAXI D	Taxi Drivers Licence	9313	EL00	E089
TAXI V	Taxi Vehicle Licence	9313	EL00	E090
TAXI OP	Taxi Licence	9313	EL00	E000
SEX SHOP	Sex Shop Licence	9317	EL00	E000
LIC 89 P	Licence Minor Variation La2003	9318	EL00	E000
PREM LIC	Premises Licence La2003	9318	EL00	E000
TEMP LIC	Temporary Licence La2003	9318	EL00	E000
GAMB LIC	Gambling Licence	9319	EL00	E000
LOTT PER	Lottery Permit	9319	EL00	E000
SCRAP	Scrap Metal Licence	9332	EL00	E000

Coding when Paying in Money at Cash Office

Mentec Code	Description	Account	Cost Centre	Analysis
<u>Housing & Communities</u>				
Housing				
CALDWELL	Caldwell Mobile Home Site	9436	DD00	D000
IMM	Immigration Letters	9394	DN00	D000
CAPITAL	Capital Fee Income	9570	HL00	H805
SUB HRA	Sub Station HRA	9632	LY02	L000
KEYREP	Replacement Key/Key Cutting	9342	LY04	L000
TVLIC	Communal TV Licences	9331	LY04	L000
RECHREPS	Rechargeable Repairs	9395	LY04	L000
KEYFOB	Replacement Key Fob	9395	LY04	L000
TOMELLIS	Tom Ellis Court Tokens	9436	LY04	L000
WASHERD	Washer Tokens Dorlecote	9436	LY04	L000
GLRENTS	General Ledger Rents Code	9280	S20H	S000
RENTS	Council House Rents	9280	S20H	S000
<u>Governance & Recreation</u>				
Legal				
ASS FEES	Assignment Fees	9425	HJ30	H980
COVENANT	Release Of Covenants	9425	HJ30	H991
LIC FEES	Licence Fees	9425	HJ30	H983
LND REG	Land Registry Fees	9425	HJ30	H982
LSE FEES	Lease Fees	9425	HJ30	H986
S106 LEG	Section 106 Legal Fees	9425	HJ30	H984
SALE LSE	Sale Of Leasehold Property/Land	9425	HJ30	H987
SALEFREEE	Sale Of Freehold Property/Land	9425	HJ30	H988
TFR FEES	Transfer Fees	9425	HJ30	H985
VAR FEES	Deeds Of Variation Fees	9425	HJ30	H989
CHSALE	Ch Sale Stationery Fee	9425	HJ30	H981
COURT FEE	Court Costs Fees	9425	HJ30	H990
Democratic Services				
ELEC REG	Sale Of Electoral Register	9210	EA00	E000
MARK REG	Sale Of Marked Register	9210	EA00	E000
CONF REG	Confirmation Of Registration L	9210	EA00	E000

Coding when Paying in Money at Cash Office

Mentec Code	Description	Account	Cost Centre	Analysis
<u>Governance & Recreation</u>				
Cemeteries				
MEMORIAL	Memorial Erection	9299	CC00	C000
REM BK	Remembrance Book	9366	CC00	C000
MEMPLAQ	Memorial Plaques And Benches	9382	CC00	C000
USHER	Usher Service	9391	CC00	C000
BURIAL	Burial Rights & Grave Ownership	9298	CC00	C000
ASHES	Internment Of Ashes	9363	CC00	C000
GRAVE	Grave Upkeeps	9364	CC00	C000
VASE	Memorial Blocks & Vases	9385	CC00	C000
ASHES	Ashes From Another Area	9570	CC00	C000
Parks				
FUNFAIR	Funfair	9372	CG00	C000
Communication & Events				
INTCHADV	Advertising Space In In Touch	9315	EC00	E000
BONDS	Bonds	9315	EH20	E000
LANDHIRE	Hire Of Land For Events	9315	EH20	E000
WREAAMCE	Sale Of Wreath-Armistice	9315	EH20	E150
WREANUN	Sale Of Wreath-Nun Remembrance	9315	EH20	E151
WREABULK	Sale Of Wreath-Bulk Remembrance	9315	EH20	E152
WREA A F	Sale Of Wreath-Armed Forces Pa	9315	EH20	E154
WREABED	Sale Of Wreath-Bed Remembrance	9315	EH20	E156
WREANORM	Sale Of Wreath-Normandy Day	9315	EH20	E164
Equalities				
CP TRAIN	Child Protection Training	9215	ED05	E000
FD TRAIN	Fairness & Diversity Training	9215	ED05	E000

Coding when Paying in Money at Cash Office

Mentec Code	Description	Account	Cost Centre	Analysis
<u>Business Improvement</u>				
Postage & Printing				
CLN MAIL	Clean Mail Credits	9181	GH05	G000
PRINTING	Printing	9140	GH04	G000
Concessionary Bus Passes				
BUS PASS	Replacement Bus Pass	9147	EG00	E121
<u>Finance & Planning</u>				
Revenue & Benefits				
CHGE CIR	Change Of Circumstances	9146	HL10	H701
FALSE ST	Court Payment False Statement	9146	HL10	H701
Finance				
CRIM DAM	Court Payment Criminal Damage	9410	EH35	E000
COURTS	Court Costs	9410	EH35	E000
ADV PAY	Payroll Advances Of Pay	6601	W21P	W000