

North Norfolk District Council

BUDGET BOOK 2013/14

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**Budget 2013/14
Report on the General Fund**

Introduction

The budget for 2013/14 along with the projections for the following three financial years has been prepared within the context of the current [Corporate Plan](#).

From April 2013 a new system of Local Government Finance comes into operation, the main changes for which have been introduced by the Local Government Finance Act and include the following:

- Business Rate Retention – Enabling local authorities to retain a proportion of the business rates generated in their area, providing them with strong financial incentive to promote local economic growth;
- Localised Council Tax Support Scheme – A replacement to the former prescribed system of council tax benefit, which alongside other council tax measures, give councils increased financial autonomy, while providing continuation of council tax support for the most vulnerable in society, including pensioners. The savings nationally from the localisation of council tax support is expected to be £500m;
- Council Tax Reforms – These have been made to provide further flexibility on the council tax levels local authorities can charge on empty properties, and other small changes aimed at modernising the system and bringing empty properties back into use.

Finance Settlement – Overview

On 19 December 2012 the Secretary of State for Communities and Local Government announced a provisional two-year settlement for local government covering 2013/14 and 2014/15 and launched a consultation on the settlement which ended on 15 January 2013. The final settlement announcement was subsequently made on 4 February 2013.

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Finance Settlement – Overview (cont'd)

The settlement figures reflect the changes both with the Local Council Tax Support Scheme (LCTSS) and the new arrangements whereby the Council retains part of the business rates it collects in its area. Both these changes represent a radical shift in local government financial support and as such does hamper a direct comparison of the financial settlement for 2013/14 with previous years. The Government uses a measure of local authority finance called “Revenue Spending Power” which has as its constituent elements the main sources of income to the Council. The table below illustrates this for 2012/13 to 2014/15:

	2012/13 Original £000	2012/13 Rebased £000	2013/14 Final Settlement £000	2014/15 Provisional £000
Revenue Spending Power				
Council Tax Requirement	5,717	5,744	5,744	5,744
Formula Grant	6,226	6,368	0	0
Set Up fund	0	843	7,053	6,150
Community right to challenge	0	9	9	9
Community right to bid	0	5	8	8
New Homes Bonus 2012/13	0	612	0	0
New Homes Bonus 2013/14	0	0	706	0
New Homes Bonus 2014/15	0	0	0	799
Council Tax Freeze	144	144	58	58
Sub total	12,087	13,725	13,578	12,768
Homelessness	120	120	0	0
Revenue Spending Power	12,207	13,845	13,578	12,768

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The rebased figures for 2012/13 include “Rolled In” grants for the set up fund, new homes bonus, council tax freeze and homelessness to compare with the figures for 2013/14 on a similar basis. These show a reduction of £267k (1.9%) for 2013/14 and £810k (6.0%) in 2014/15.

The key components are however, the formula grant and the set up fund where there is a significant shift in funding between the years, especially 2013/14 and 2014/15 where the further split between Revenue Support Grant (RSG) and Baseline funding is illustrated in the table below:

	2013/14 Provisional £000	2014/15 Provisional £000	Change - %	Change - £000
RSG/Baseline funding				
RSG				
C Tax freeze grant	86	84		
C Tax support funding*	506	0		
Homelessness grant	72	70		
	664	154		
RSG	3,571	3,092		
Total RSG	4,235	3,246	(23.00)	(989)
Baseline				
C Tax freeze grant	57	59		
C Tax support funding*	337	0		
Homelessness grant	48	49		
	442	108		
Baseline	2,376	2,796		
Total Baseline	2,818	2,904	3.05	86
TOTAL SUPPORT	7,053	6,150		(903)

*Not allocated separately from 2014/15 – within the RSG and Baseline

As well as the overall reduction in total funding before distribution to councils there has also been a change in the components which drive the distribution. In particular the data sets have been updated for the following changes:

- 2011 re-based population. NNDC saw its population figure drop from 104k (estimated 2012/13) to 102k as a result of using the data from the 2011 census.
- Changes to the scarcity weighting in the formula grant which, following work by SPARSE and the Rural Services Network would have benefited NNDC.
- Grant damping arrangements to control the “winners” and “losers” which broadly have camouflaged the scarcity weighting changes.

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The following table outlines the implications of the settlement on the financial position of NNDC in more detail and compares the main elements of the formula grant position between 2012/13 and 2013/14. For the purpose of comparing on similar bases the 2013/14 provisional figures exclude the Council tax freeze grant for 2013/14, Local Council Tax Support Funding and homelessness grants that have been rolled in from 2013/14.

	2012/13 Original	2013/14 Final
Formula Grant	£000	£000
Relative needs amount	3,489	4,458
Relative resources amount	(1,723)	(2,472)
Central allocation	4,663	4,531
Damping	(204)	(569)
	6,225	5,948
Council tax freeze grant	143	0
Total	6,368	5,948

The constituent data sets within the distribution formula for formula grant will be frozen from 2013 to 2020 although the amount to be distributed will change reflecting the continuing pressure on public expenditure. The main element of the formula grant is the central allocation based on per head of population. This is increased by the relative needs amount which reflects the interaction of various indicators including sparsity, day visitors, benefit claimants and additions recognising fixed costs, flood defence and coast protection. It is in this area that arguments were made to Government as part of the consultation to examine and revise these sparsity indicators. These arguments were, in the main, accepted by DCLG.

The relative resources amount reflects an assessment of the ability to raise income from council taxes which is a negative value.

The final element is the damping figure which is designed to ensure that authorities receive at least a minimum grant charge. This is paid for by removing grant from authorities who would have otherwise benefited significantly from the distribution changes, and paying it to other authorities who would have suffered a disproportionate reduction. It is this final element in 2013/14 which has served to reduce the impact of the change in indicators re sparsity etc. which had been fully recognised in national negotiations with the DCLG. The masking of these changes by the damping arrangements was raised with DCLG as part of the provisional settlement consultation. As part of the final settlement the following statement was made in relation to efficiency support for Sparse areas:

"Following consultation we have concluded that more needs to be done to further support rural areas. This statement confirms increases made in the provisional settlement to the sparsity weighting and top-ups in the calculation of formula funding to reflect the costs of those services which can be more expensive in highly rural areas. On top of that, we are providing £8.5 million additional funding in 2013-14 as a separate new transitional grant to help authorities secure efficiencies in services for sparsely populated areas."

The allocation for NNDC of the Efficiency Support for Services in Sparse Areas Grant for 2013/14 is £44,544.

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	2012/13 Original £000	2013/14 Final Settlement £000	2014/15 Provisional £000
C Tax freeze	0	86	84
C Tax support	0	506	0
Homelessness grant	0	72	70
RSG	121	3,571	3,092
Total RSG	121	4,235	3,246
C Tax freeze	0	57	59
C Tax support	0	337	0
Homelessness	0	48	49
Baseline	0	2,376	2,796
Total Baseline/redistributed NNDR	6,247	2,818	2,904
TOTAL SUPPORT	6,368	7,053	6,150

The settlement for 2013/14 includes £5,948k from formula grant and the rolled in council tax support, freeze grant and homelessness grants (£843k, £143k and £120k respectively) split 60:40 (RSG:Baseline) in 2013/14 and totalling £7,053k. In 2014/15 this ratio changes to 53:47 (RSG:Baseline).

The important issue for the Council beyond 2013/14 relates to the split of central government support between RSG and the Baseline. The settlement indicates that the RSG element will reduce by £989k (23%) while the Baseline figure is set to increase by £86k (3%). The percentage increase to the Baseline figure is that which will be applied as the rating multiplier in 2014/15.

New Homes Bonus

The New Homes Bonus (NHB) was introduced in 2011/12 as part of the 2010 Comprehensive Spending Review. The bonus is paid as an unringfenced grant and Local Authorities are able to decide how this bonus is spent. For each additional home (net of increases in empty properties) a grant is received based on the national average council tax. The grant is paid for six years and is split between local authority tiers – lower 80% and upper 20%.

Currently the grant is transferred to the New Homes Bonus Reserve pending the design of a policy for its use. The following table provides details of the amounts received to date along with the unallocated balances.

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New Homes Bonus – Allocations to date

Allocation	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19
	£	£	£	£	£	£	£	£
2011/12	349,762	349,762	349,762	349,762	349,762	349,762		
2012/13		261,916	261,916	261,916	261,916	261,916	261,916	
2013/14			117,739*	93,857	93,857	93,857	93,857	93,857
Total	349,762	611,678	729,417	705,535	705,535	705,535	355,773	93,857
Used/Allocated	(349,762)	0	(100,921)	(39,077)	0	0	0	0
Balance	0	611,678	628,496	666,458	705,535	705,535	355,773	93,857

* This includes a one-off redistribution of NHB of £23,882

Local Council Tax Support Scheme

The Local Government Finance Act 2012 set up the framework for the Local Council Tax Support Scheme (LCTSS). The scheme design has been widely consulted upon and the cost of the LCTSS is shared between the County Council, the Police and NNDC. Previously subsidy received from the Department for Work and Pensions (DWP) covered 100% of the Council Tax, the incidence of the impact of the changes is mainly on those who are able to work as pensioners are protected as part of the new scheme.

The local scheme is designed so that the minimum a claimant would pay is 8.5% of the total council tax for the year. In adopting this threshold the Council will be able to claim additional transitional grant from DCLG for 2013/14 only. The NNDC share of this is £22,700.

Linked with the introduction of the LCTSS are a number of technical reforms which give billing authorities greater flexibility in raising money from council tax payers who are owners of second homes or empty properties. Any increase in revenue will be shared with the other major preceptors in proportion to their levels of council tax.

Details of the LCTSS and Council Tax Technical reforms were reported to Cabinet and Scrutiny in January and approved by Full Council on 23 January 2013.

Retained National Non Domestic Rates

The Local Government Finance Act 2012 also introduced the changed arrangements for business rates. Previously the business rates collected by the billing authority were pooled centrally and redistributed to individual councils by formula. From April 2013/14 the Council will be able to retain a proportion of the business rates collected in its area (40%), pay a share to the County Council (10%) and a further share to the Government (50%).

Once the system baseline is agreed the changes in funding will be directly linked to the fluctuations in the rateable values of businesses within the billing authority area. Increased rateable values and rate income will be shared with the government and county council.

The funding arrangement includes a system of tariffs and top-ups. These are calculated by comparing the authority's business rates baseline against its funding level. The tariffs and top-ups are fixed at the start of the scheme and index-linked to RPI in future years. The table below

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summarises the amounts for NNDC as included in the provisional settlement. The tariff will be paid to central government during the financial year. Top-up authorities are those with a lower individual authority business rates baseline than its funding level and therefore receive a top-up.

Tariffs	£000
Baseline Need (A)	2,818
NNDR Baseline (B)	9,313
Tariff Amount = A minus B	(6,495)

Risk

The three key reforms of Local Council Tax Support, technical reform of discounts and Retained National Non Domestic Rates taken individually would impose a serious financial risk on the Council. Taken together the level of risk is greatly increased. National schemes that previously allowed these risks to be spread through national benefit scheme or pooled NNDR will now fall to individual councils. In order to mitigate this risk either an earmarked reserve needs to be established or the recommended balance in the general reserve increased.

The future levels of external funding will now be localised and subject not only to the downward pressures on public spending but also exposed to the vicissitudes of the local economy. There will be increased pressure on collection of income but also on the local intelligence about business growth, appeals and changes in benefit claimants' circumstances.

The Budget position for 2013/14

Due to the funding reductions imposed on local authorities, as in previous years no growth bids were invited for revenue expenditure for 2013/14 or future years. Capital bids were invited but these were only requested where they related to health and safety, invest to save projects or contractual commitments.

As part of the preparatory work for the budget process, Heads of Service were asked to put forward savings bids and additional income that fell into the following two categories:

- Savings that will have no impact or an acceptable level of impact on service delivery;
- Income that can be derived without a significant change in policy.

In addition part of the budget work included a review of all budget heads highlighting where additional savings could be achieved that would meet the above criteria. Following this work a total of £163,097 savings and additional income has been factored into the base budget for 2013/14, increasing to £224,357 in 2014/15.

In addition to the 'in year' savings exercise a number of corporate workstreams which had savings targets have been implemented either before the start of the new financial year or will commence from April 2013. These included the following:

- Management Restructure – this saw a reduction in the number of senior managers from the Corporate and Senior Management Teams and delivered an ongoing saving of £231k from 2013/14
- Pay and Grading and Car Allowances – the results of the pay and grading review came into effect in October 2012 and the budget and future projections now fully reflect the financial implications. In addition the 2013/14 base budget reflects the removal of car cash equivalents and leased cars as per the review previously conducted and consulted upon. The total savings that have been delivered from these two reviews and now included in the 2013/14 budget going forward is £225,049.

Other underlying assumptions contained within the revenue budget for 2013/14 include the following:

- Council Tax – There has been no increase in the Council Tax for 2013/14 (remains at £138.87), as a result of this, Council Tax freeze grant of £57,616 will be received in 2013/14 and 2014/15.
- Employee budgets – 2012/13 is the final year of a two year pay freeze recommended by central government starting in 2011/12. No local agreement has yet been confirmed for 2013/14, although the budget does assume a 1% pay award for 2013/14. As a guide a 0.5% sensitivity to the pay award equates to approximately £44,000. An allowance has been made to reflect vacancy savings of 2%.
- Contract inflation – The most significant of the Council's contracts is the waste contract. The contractor prices have been included in the 2013/14 budget for all waste, cleansing and grounds maintenance services as per the contract.
- Investment income – A total of £392,490 is anticipated for 2013/14. The primary concern for the Council is the security of the sums invested and this remains the main consideration when selecting counterparties. The average investment rate anticipated for 2013/14 is 1.65% compared with 1.10% for the 2012/13 year. The income budget assumes the investment portfolio is invested with UK counterparties in call accounts and term deposits, and that existing deposits will continue to their maturity date. It also assumes the approved investment of £5 million in pooled property funds. Further details of the Council's investment strategy are set out in the Treasury Management Strategy Statement and Investment Strategy 2013/14 to 2015/16 as reported to Cabinet in February 2013.

Future Projections

The finance settlement only covers the two financial years 2013/14 and 2014/15. The forecast included for the period 2014/15 to 2016/17 makes a number of assumptions around the future level of funding beyond 2014/15. Based on the current assumptions the projected funding gap for the next three years is as follows:

- 2014/15 - £917k
- 2015/16 - £1.55 million
- 2016/17 - £2.27 million

This is after allowing for a use of reserves of £200,000 in each of the first two years of the forecast.

In the longer term the following distinct aspects of work have been identified that would support the strategic direction of the Council:

- Creating new revenue streams by increasing the Council's tax base for housing and business rates – to take advantage of the shift in the funding regime from a centralised formulaic system to one that provides an incentive at the local level through increased levels of funding for growth in domestic and non-domestic properties.
- Efficiency Savings – reducing overheads and identifying opportunities to deliver services more efficiently, including a materials recycling facility and leisure contract procurement; Planning service peer review, Customer Services/Web Strategy and administrative buildings.

These workstreams will be continuing and will be used to inform the updated financial strategy and financial projections that will be completed in 2013/14.

Further details on the 2013/14 Budget can be obtained from the various budget reports which can be found at

[http://www.northnorfolk.org/minutes/Cabinet/04%20Feb%202013/\(2\)%20FINAL%20Budget%20Report%20Cabinet%20040213%20v3.pdf](http://www.northnorfolk.org/minutes/Cabinet/04%20Feb%202013/(2)%20FINAL%20Budget%20Report%20Cabinet%20040213%20v3.pdf)

or by contacting accountancy@north-norfolk.gov.uk

REVENUE

General Fund Summary

2011/12 Actual	Service Area	2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
2,273,314	Assets & Leisure	2,373,613	2,226,744	2,325,691	2,168,811	2,175,345	2,164,433
3,310,280	Community & Economic Development	2,944,170	5,451,622	4,384,526	3,214,221	2,918,676	2,379,446
548,244	Corporate	532,068	517,503	558,987	561,717	562,727	559,987
954,512	Customer Services	1,968,986	2,169,768	313,906	441,279	675,305	668,146
1,068,388	Development Management	996,895	1,057,128	934,948	938,807	912,803	906,206
4,372,598	Environmental Health	4,391,008	4,539,247	4,226,832	4,182,977	4,062,064	4,064,786
2,407,427	Finance	2,773,604	3,153,457	2,783,143	2,819,952	2,873,367	2,913,498
345,800	Organisational Development	283,509	327,246	316,703	317,763	409,651	318,751
0	Savings to be Identified	(375,446)	0	0	0	0	0
0	Management Structures	0	0	(23,000)	(46,000)	(46,000)	(46,000)
15,280,563	Net Cost of Services	15,888,407	19,442,715	15,821,736	14,599,527	14,543,938	13,929,253
1,450,222	Parish Precepts (Estimate from 13/14 onwards)	1,538,934	1,538,934	1,429,824	1,429,824	1,429,824	1,429,824
(2,094,497)	Capital Charges	(1,814,493)	(1,799,778)	(2,292,529)	(2,445,397)	(2,197,010)	(2,007,145)
0	LCTS - Grants to Parishes	0	0	191,702	142,000	124,000	108,000
(934,852)	Reffcus	(2,552,661)	(4,909,569)	(2,511,401)	(650,000)	(427,578)	0
(536,543)	Interest Receivable	(269,900)	(269,900)	(392,490)	(382,401)	(379,223)	(374,045)
186,632	Revenue Financing for Capital	600,000	947,441	400,000	0	0	0
301,684	IAS 19 Pension Adjustment	256,842	282,941	266,577	266,577	266,577	266,577
13,653,209	Net Operating Expenditure	13,647,129	15,232,784	12,913,419	12,960,130	13,360,528	13,352,464
	Contributions to/(from) Earmarked Reserves:						
(56,460)	Contribution from Capital Projects Reserve	(400,000)	(932,441)	(400,000)	0	0	0
374,285	Contribution to Capital Projects Reserve	429,180	445,501	390,551	255,600	0	0
(13,867)	Arts and Community Projects	0	0	0	0	0	0
(44,621)	Asset Management	0	(15,000)	0	0	0	0
(270,384)	Benefits	(30,000)	(99,100)	0	0	0	0
0	Big Society Fund	538,625	639,625	169,735	0	0	0
(14,700)	Carbon Management	0	0	(21,180)	0	0	0
166,574	Coast Protection	(181,000)	(208,000)	0	0	0	0

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2011/12 Actual	2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
Service Area						
£	£	£	£	£	£	£
5,000 Common Training	0	(4,000)	0	0	0	0
(150,000) Concessionary Fares	0	0	0	0	0	0
(41,722) Economic Development & Tourism	(26,233)	(26,233)	0	0	0	0
116,068 EIB Premium	(84,494)	(84,494)	0	0	0	0
(78,500) Elections	28,500	28,500	30,000	30,000	(60,000)	30,000
(82,500) Environmental Health (incl Waste)	0	0	0	0	0	0
(10,000) Environmental Policy	(20,090)	(20,090)	0	0	0	0
76,400 Grassed Area Deposits	0	0	0	0	0	0
(66,623) Housing	0	0	(142,000)	0	0	0
0 Legal & Democratic Services	0	(3,506)	0	0	0	0
0 Local Land Charges	0	(1,380)	0	0	0	0
28,145 Local Strategic Partnership	(494,813)	(615,230)	0	0	0	0
0 New Homes Bonus	611,678	611,678	628,496	666,458	705,536	705,536
314,488 Organisational Development	0	(394,911)	0	0	0	0
0 Partnership projects	0	(196,036)	0	0	0	0
(218,294) Pathfinder	0	(198,175)	(68,358)	(36,813)	(28,426)	(18,126)
(13,173) Planning Capital	0	0	0	0	0	0
(292,987) Planning Revenue	(30,500)	(56,196)	(43,304)	(8,000)	0	0
37,837 Regeneration Projects	0	0	0	0	0	0
128,184 Restructuring/Invest to save	91,560	9,872	(31,500)	0	0	0
196,036 Shared Service Partnership Projects	0	0	0	0	0	0
(75,770) Sheringham Splash	0	0	0	0	0	0
907 Sports Equipment	0	(6,500)	0	0	0	0
0 The Pier	0	0	(15,000)	0	0	0
0 Whistleblowing	0	0	(10,000)	0	0	0
0 Contribution to general rsv (Reallocation)	0	0	188,180	0	0	0
0 Smoothing - Use of General Reserve	0	0	(200,000)	(200,000)	(200,000)	0
721,282 Use of General Reserve	(238,000)	(266,524)	0	0	0	0
0 Contribution to Reserves - Surplus	0	0	300,915	0	0	0
14,388,814	13,841,542	13,840,144	13,689,954	13,667,375	13,777,638	14,069,874
Amount to be met from Government Grant and Local Taxpayers						

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2011/12 Actual	2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£	£	£	£	£	£	£
Service Area						
(1,450,222) Collection Fund – Parishes	(1,538,934)	(1,538,934)	(1,429,824)	(1,429,824)	(1,429,824)	(1,429,824)
(5,736,464) Collection Fund – District	(5,789,171)	(5,789,171)	(5,082,610)	(5,112,600)	(5,137,600)	(5,162,600)
0 Retained Business Rates	0	0	(2,817,506)	(2,903,922)	0	0
(1,666,646) Revenue Support Grant	0	0	(4,235,114)	(3,246,614)	0	0
0 Formula Funding	0	0	0	0	(5,658,493)	(5,205,814)
0 LCTS Transitional funding	0	0	(22,740)	0	0	0
0 Efficiency Support for Services in sparse areas	0	0	(44,544)	0	0	0
(5,392,348) Redistributed Business Rates	(6,225,303)	(6,225,303)	0	0	0	0
(143,134) Council Tax Freeze Grants	(288,134)	(288,134)	(57,616)	(57,616)	0	0
(14,388,814) Income from Government Grant and Taxpayers	(13,841,542)	(13,841,542)	(13,689,954)	(12,750,576)	(12,225,917)	(11,798,238)
0 (Surplus)/Deficit	0	(1,398)	0	916,799	1,551,721	2,271,637

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Net Cost of Services – Subjective Analysis

The following details the net cost of services set out according to CIPFAs recommended subjective analysis groupings. The notes below detail what is included within each group.

2011/12	Description	2012/13	2012/13	2013/14	2014/15	2015/16	2016/17
Actual		Updated	Revised	Base	Projection	Projection	Projection
		Budget	Budget	Budget			
£		£	£	£	£	£	£
9,386,791	Employee	8,703,101	8,976,423	8,055,664	8,061,795	8,123,893	8,123,893
2,672,423	Premises	2,282,005	2,186,402	2,247,980	2,100,455	2,109,149	2,119,576
275,348	Transport	312,254	296,274	301,221	301,497	301,497	301,497
10,041,651	Supplies and Services	9,023,121	9,201,326	8,818,151	8,821,339	8,856,945	8,854,193
100	Third Party Payments	0	0	0	0	0	0
34,472,949	Transfer Payments	34,476,496	34,476,496	26,419,710	26,419,710	26,419,710	26,419,710
8,433,901	Support Services - Charges In	7,815,380	7,838,130	7,187,800	7,159,050	7,153,180	7,088,960
(8,843,956)	Support Services - Charges Out	(8,952,308)	(8,803,086)	(7,731,645)	(7,704,452)	(7,698,037)	(7,627,677)
2,093,516	Capital Charges	1,345,467	1,328,101	1,578,634	1,563,434	1,358,390	1,274,557
(44,896,259)	Income (External)	(43,596,201)	(43,766,068)	(35,417,304)	(35,291,422)	(34,953,365)	(34,958,802)
13,636,464	Total Cost of Services	11,409,315	11,733,998	11,460,211	11,431,406	11,671,362	11,595,907

Employees – this includes the cost of employee expenses, both direct, i.e. salaries and pension costs, and indirect, i.e. relocation and training.

Premises – this includes expenses directly related to the running of premises and land, i.e. energy costs, rent and rates.

Transport – this includes all costs associated with the provision, hire or use of transport, including car allowances.

Supplies and Services – this includes all direct supplies and service expenses to the authority, e.g. services for waste and cleansing, equipment, furniture and printing.

Third Party Payments – this includes payments to an external provider or an internal service delivery unit defined as a trading operation, i.e. Car Parks and Markets.

Transfer Payments – this includes the cost of payments to individuals, for which no goods or services are received in return, i.e. housing benefits.

Support Services – this includes charges for services that support the provision of services to the public, i.e. Accountancy and ICT.

Capital Charges – this includes the depreciation and impairment losses charged to the service revenue accounts in relation to Council assets. These costs are reversed out so as to have no impact on the Council Tax payer.

Income – this includes all income received from external users, i.e. Government Grants, Benefit Subsidy Grant, fees and charges for admissions.

REVENUE

Reserves Statement

Restated for position in draft accounts as at 31st March 2013

Reserve	Purpose and Use of Reserve	Balance at 31/3/2013	Updated Budgeted 2013/14 Movement	Updated Balance at 1/4/2014	Budgeted 2014/15 Movement	Balance at 1/4/2015	Budgeted 2015/16 Movement	Balance at 1/4/2016	Budgeted Movement 2016/17	Balance at 1/4/2017
		£	£	£	£	£	£	£	£	£
General Fund - General Reserve	A working balance and contingency, current recommended balance is £1.6 million. This also includes the relocation of a number of previously earmarked reserves to be used over the next three years, and from 2014/15 part of the previous balance within the New Homes Bonus reserve. *	1,745,452	285,416	2,030,868	400,548	2,431,416	(200,000)	2,231,416	0	2,231,416
Earmarked Reserves:										
Capital Projects	To provide funding for capital developments and purchase of major assets. This includes the VAT Shelter Receipt.	2,063,225	(586,180)	1,477,045	255,600	1,732,645	0	1,732,645	0	1,732,645
Asset Management	To support improvements to our existing assets as identified through the Asset Management Plan.	64,718	(53,049)	11,669	0	11,669	0	11,669	0	11,669
Benefits	To be used to mitigate any claw back by the Department of Works and Pensions following final subsidy determination. Timing of the use will depend on audited subsidy claims.	671,792	(19,213)	652,579	0	652,579	0	652,579	0	652,579
Big Society Fund	To support projects that communities identify where they will make a difference to the economic and social wellbeing of the area. Funded by a proportion of NCC element of second homes council tax.	542,065	123,104	665,169	0	665,169	0	665,169	0	665,169

REVENUE

Reserve	Purpose and Use of Reserve	Balance at 31/3/2013	Updated Budgeted 2013/14 Movement	Updated Balance at 1/4/2014	Budgeted 2014/15 Movement	Balance at 1/4/2015	Budgeted 2015/16 Movement	Balance at 1/4/2016	Budgeted Movement 2016/17	Balance at 1/4/2017
		£	£	£	£	£	£	£	£	£
Carbon Management	To fund revenue invest to save initiatives and projects within the Carbon Management Plan.	21,180	(21,180)	0	0	0	0	0	0	0
Coast Protection	To support the ongoing coast protection maintenance programme and carryforward funding between financial years.	60,000	(60,000)	0	0	0	0	0	0	0
Common Training	To deliver the corporate training programme. Training and development programmes are sometimes not completed in the year but are committed and therefore funding is carried forward in an earmarked reserve.	36,270	(3,820)	32,450	0	32,450	(5,000)	27,450		27,450
Economic Development and Tourism	Earmarked from previous underspends within Economic Development and Tourism Budgets along with funding earmarked for Learning for Everyone.	32,248	(25,000)	7,248	0	7,248		7,248	0	7,248
Election Reserve	Established to meet costs associated with district council elections, to smooth the impact between financial years.	30,000	30,000	60,000	30,000	90,000	(60,000)	30,000	30,000	60,000
Environmental Health	Earmarking of previous underspends and additional income to meet Environmental Health initiatives.	33,200	(20,000)	13,200	0	13,200		13,200		13,200
Unspent Grants	Revenue Grants received and due to timing issues not used in the year.	47,963	(47,963)	0		0		0		0
Housing	Previously earmarked for stock condition survey and housing needs assessment.	242,000	(142,000)	100,000	0	100,000	0	100,000	0	100,000

REVENUE

Reserve	Purpose and Use of Reserve	Balance at 31/3/2013	Updated Budgeted 2013/14 Movement	Updated Balance at 1/4/2014	Budgeted 2014/15 Movement	Balance at 1/4/2015	Budgeted 2015/16 Movement	Balance at 1/4/2016	Budgeted Movement 2016/17	Balance at 1/4/2017
		£	£	£	£	£	£	£	£	£
Treasury (Property) Reserve	Property Investment (Treasury), to smooth the impact on the revenue account of interest fluctuations.	66,068	0	66,068		66,068		66,068	0	66,068
Land Charges	To mitigate the impact of potential income reductions.	50,356	0	50,356		50,356	0	50,356	0	50,356
Legal	One off funding for Compulsory Purchase Order (CPO) work and East Law Surplus.	47,555	(33,750)	13,805	0	13,805	0	13,805	0	13,805
Local Strategic Partnership	Earmarked underspends on the LSP for outstanding commitments and liabilities.	82,677	(25,949)	56,728	0	56,728	0	56,728	0	56,728
LSVT Reserve	To meet the cost of successful warranty claims not covered by bonds and insurance following the housing stock transfer.	435,000	0	435,000	0	435,000	0	435,000	0	435,000
New Homes Bonus	Established for supporting communities with future growth and development.*	611,678	628,496	1,240,174	(639,626)	600,548	0	600,548	0	600,548
Organisational Development	To provide funding for organisation development to create capacity within the organisation and address anomalies within the pay structure.	69,997	(69,997)	0	0	0	0	0	0	0
Partnership Budgets	This reflects the balance of funding on the Revenues and Benefits Partnership project. This will be utilised in 2013/14.	35,000	(35,000)	0	0	0		0	0	0
Pathfinder	To help Coastal Communities adapt to coastal changes.	265,825	(128,358)	137,467	(36,813)	100,654	(28,426)	72,228	(18,126)	54,102

REVENUE

Reserve	Purpose and Use of Reserve	Balance at 31/3/2013	Updated Budgeted 2013/14 Movement	Updated Balance at 1/4/2014	Budgeted 2014/15 Movement	Balance at 1/4/2015	Budgeted 2015/16 Movement	Balance at 1/4/2016	Budgeted Movement 2016/17	Balance at 1/4/2017
		£	£	£	£	£	£	£	£	£
Planning - Revenue	Previously unspent Housing and Planning Delivery Grant (HPDG) for use on related revenue projects, timing to be confirmed.	134,954	(116,619)	18,335	(8,000)	10,335	0	10,335	0	10,335
Regeneration Projects	Carry forward of underspends relating to Regeneration Projects.	37,837	0	37,837	0	37,837		37,837	0	37,837
Restructuring & Invest to Save Proposals	To fund one-off redundancy and pension strain costs and invest to save initiatives. Transfers from this reserve will be allocated against business cases as they are approved. Timing of the use of this reserve will depend on when business cases are approved.	694,074	(41,500)	652,574	0	652,574	0	652,574	0	652,574
Sports Hall Equipment & Sports Facilities	To support renewals for sports hall equipment. Amount transferred in the year represents over or under achievement of income target.	24,820	0	24,820	0	24,820	0	24,820	0	24,820
The Pier	To be used to support the costs of works to Cromer pier.	15,000	(15,000)	0		0	0	0	0	0
Whistle blowing	Commissioning investigation activity as required.	10,000	(10,000)	0	0	0	0	0	0	0
Total Reserves		8,170,954	(387,562)	7,783,392	1,709	7,785,101	(293,426)	7,491,675	11,874	7,503,549

* The Reserve statements allows for the recommended treatment of the New Homes Bonus (NHB) from 2014/15 as reported to Cabinet in May 2013.

REVENUE

Council Tax 2013/14 - Summary

	2012/13 Base Budget £	2013/14 Base Budget £	Change	
			£	%
District Net Call on Collection Fund (excluding Parishes)	5,789,171	5,082,610	(706,561)	(12.2)
District Council Level at Band D	139.95	139.59	(0.36)	
Less Collection Fund Surplus	(1.08)	(0.72)	0.36	
Net District Council Tax Level at Band D (District Councils Own Spending)	138.87	138.87	0.00	0.0
Parish and Town Precepts	37.20	40.02	2.82	7.6
Average District Council Tax at Band D (Inclusive of Parish and Town Precepts)	176.07	178.89	2.82	1.6
Norfolk County Council	1,145.07	1,145.07	0.00	0.0
Norfolk Police and Crime Commissioner	196.92	200.79	3.87	2.0
Total Average Band D Amount	1,518.06	1,524.75	6.69	0.4
Range of charges at Band D:				
Minimum	1,480.86	1,484.73	3.87	0.3
Maximum	1,557.71	1,573.70	15.99	1.0

Notes:

- (1) The average increase in Council Tax at Band D for the District & Parish and Town Council's spending represents an increase of just over 5 pence per week.

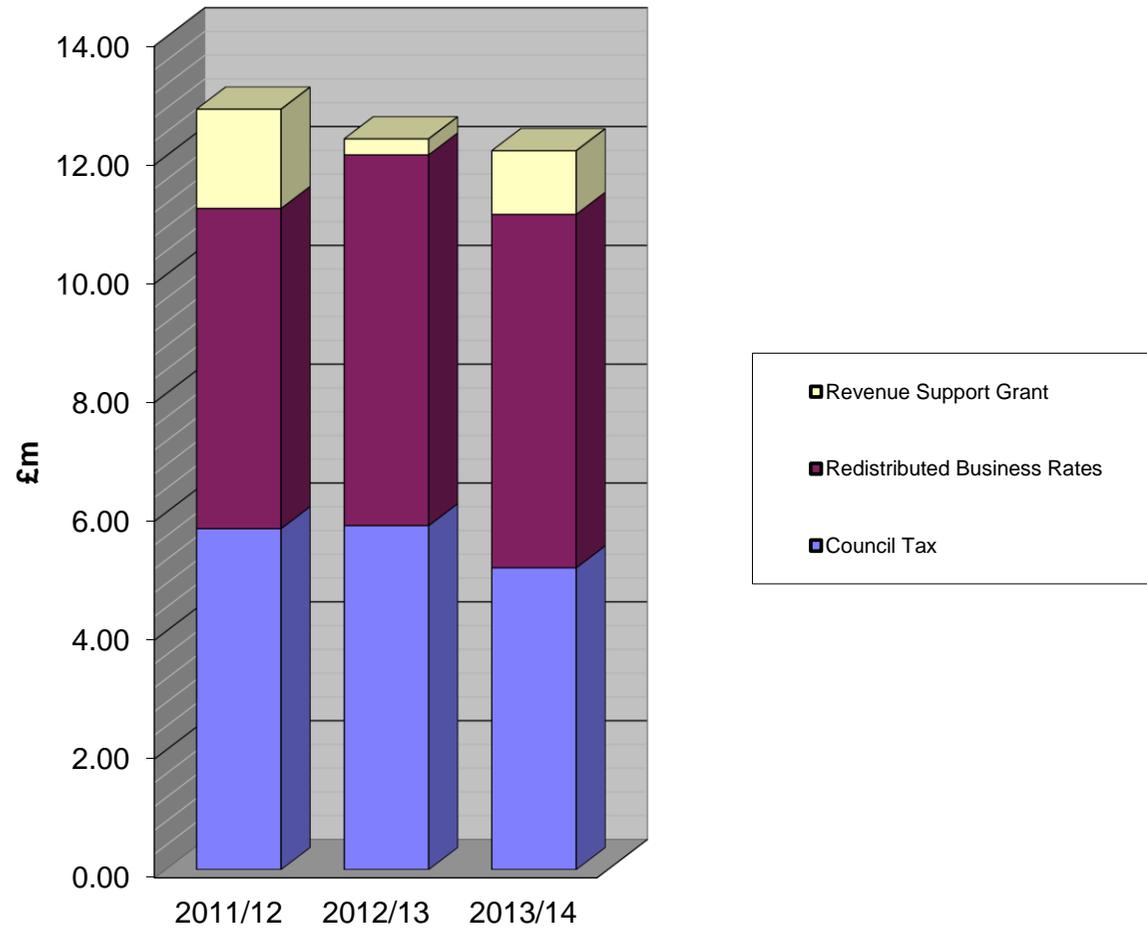
REVENUE

- (2) The basic (average) amount of Council Tax represents the District & Parish and Towns spending divided by the Tax Base of 36,411 (as approved by the Council on 23 January 2013). It is the charge for a Band D equivalent dwelling.
- (3) The amount of Council Tax and Band D is shown as required by Central Government. However, 69% of properties are Bands A to C.
- (4) Norfolk County Council and the Norfolk Police & Crime Commissioner make their own calculations of their precept amounts and inform each District Council of the amount to be included in the total Council Tax.
- (5) The multipliers used for calculations of each Council Tax Band are as follows:
- A – 6/9 – Up to £40,000
 - B – 7/9 - £40,001 - £52,000
 - C – 8/9 - £52,001 - £68,000
 - D – 9/9 - £68,001 - £88,000
 - E – 11/9 - £88,001 - £120,000
 - F – 13/9 - £120,001 - £160,000
 - G – 15/9 - £160,001 - £320,000
 - H – 18/9 - £320,001 and above
- (6) Parish and Town Council precepts range from nil to £88.97 per Band D equivalent dwelling.
- (7) The reduction of the Districts Net Call on the Collection Fund is largely attributed to the Local Council Tax Support Scheme. A grant is paid by Central Government towards the cost of support which will be provided by a reduction in the Council Tax bill. The Council's tax base has reduced as a consequence.

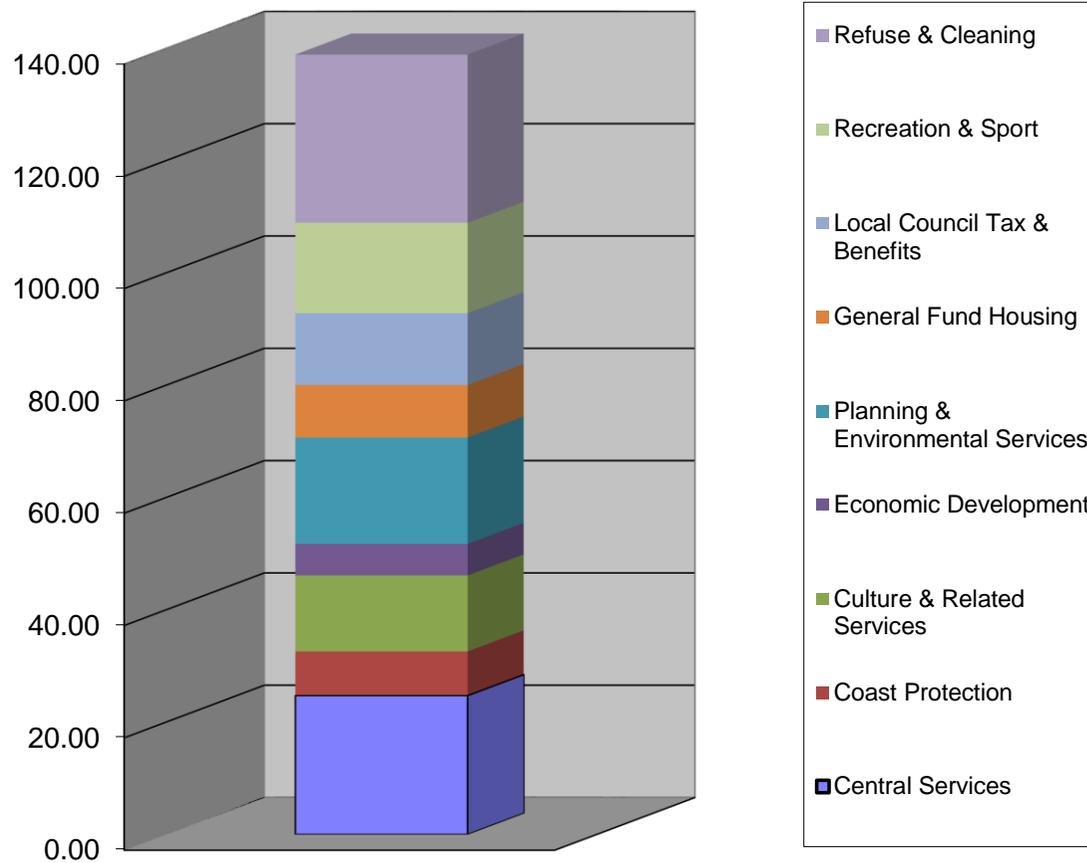
REVENUE

General Fund – Sources of Finance

The main sources of finance for the net General Fund Budget, after taking account of revenue raised by Fees & Charges and specific grants for benefits, etc. is shown below for the three years 2011/12 to 2013/14. The external finance has increased by 7% for 2013/14 over the 2012/13 level, with an increase of 75% for Revenue Support Grant, and a decrease of 5% for Business Rates.



General Fund – Spending
Where does North Norfolk's £138.87 of Council Tax go?



REVENUE

**Council Tax 2013/14
Per Band D Dwelling**

Parish	Tax Base	Parish Precept £ . P	Parish Council Tax £ . P	Other* Council Tax £ . P	Total Council Tax £ . P
Alby With Thwaite	93.05	2,400.00	25.79	1,484.73	1,510.52
Aldborough and Thurgarton	208.51	4,405.00	21.12	1,484.73	1,505.85
Antingham	115.08	2,023.00	17.57	1,484.73	1,502.30
Ashmanhaugh	65.32	2,837.00	43.43	1,484.73	1,528.16
Aylmerton	186.10	5,879.00	31.59	1,484.73	1,516.32
Baconsthorpe	76.30	1,231.00	16.13	1,484.73	1,500.86
Bacton	455.98	13,026.00	28.56	1,484.73	1,513.29
Barsham	93.91	1,650.00	17.57	1,484.73	1,502.30
Barton Turf	237.01	4,358.00	18.38	1,484.73	1,503.11
Beckham East/West	108.64	2,147.00	19.76	1,484.73	1,504.49
Beeston Regis	356.83	12,121.00	33.96	1,484.73	1,518.69
Binham	165.01	4,500.00	27.27	1,484.73	1,512.00
Blakeney	505.35	26,054.00	51.55	1,484.73	1,536.28
Bodham	146.65	6,115.00	41.69	1,484.73	1,526.42
Briningham	61.01	0.00	0.00	1,484.73	1,484.73
Brinton	117.06	2,250.00	19.22	1,484.73	1,503.95
Briston	778.76	21,767.00	27.95	1,484.73	1,512.68
Brumstead	25.50	0.00	0.00	1,484.73	1,484.73
Catfield	295.78	8,788.00	29.71	1,484.73	1,514.44
Cley	303.94	7,428.00	24.43	1,484.73	1,509.16
Colby	177.50	14,370.00	80.95	1,484.73	1,565.68
Corpusty and Saxthorpe	252.43	8,256.00	32.70	1,484.73	1,517.43
Cromer	2,652.62	159,730.00	60.21	1,484.73	1,544.94
Dilham	130.60	3,983.00	30.49	1,484.73	1,515.22
Dunton	50.83	0.00	0.00	1,484.73	1,484.73

REVENUE

**Council Tax 2013/14
Per Band D Dwelling**

Parish	Tax Base	Parish Precept £ . P	Parish Council Tax £ . P	Other* Council Tax £ . P	Total Council Tax £ . P
East Roston	175.20	3,000.00	17.12	1,484.73	1,501.85
Edgefield	167.65	6,000.00	35.78	1,484.73	1,520.51
Erpingham	226.77	6,136.00	27.05	1,484.73	1,511.78
Fakenham	2,280.37	123,994.00	54.37	1,484.73	1,539.10
Felbrigg	65.01	1,932.00	29.71	1,484.73	1,514.44
Felmingham	176.88	1,354.00	7.65	1,484.73	1,492.38
Field Dalling	133.08	2,793.00	20.98	1,484.73	1,505.71
Fulmodestone	166.28	4,108.00	24.70	1,484.73	1,509.43
Gimmingham	137.45	3,965.00	28.84	1,484.73	1,513.57
Great Snoring	76.39	2,645.00	34.62	1,484.73	1,519.35
Gresham	161.29	4,633.00	28.72	1,484.73	1,513.45
Gunthorpe	138.53	1,800.00	12.99	1,484.73	1,497.72
Hanworth	96.40	1,866.00	19.35	1,484.73	1,504.08
Happisburgh	286.91	6,323.00	22.03	1,484.73	1,506.76
Helhoughton	115.70	3,423.00	29.58	1,484.73	1,514.31
Hempstead	70.90	1,555.00	21.93	1,484.73	1,506.66
Hempton	175.29	6,256.00	35.68	1,484.73	1,520.41
Hickling	383.36	34,111.00	88.97	1,484.73	1,573.70
High Kelling	262.01	5,290.00	20.19	1,484.73	1,504.92
Hindolveston	189.65	5,502.00	29.01	1,484.73	1,513.74
Hindringham	227.25	5,550.00	24.42	1,484.73	1,509.15
Holkham	84.78	2,500.00	29.48	1,484.73	1,514.21
Holt	1,473.54	78,208.00	53.07	1,484.73	1,537.80
Honing	116.74	2,000.00	17.13	1,484.73	1,501.86
Horning	575.07	12,747.00	22.16	1,484.73	1,506.89

REVENUE

**Council Tax 2013/14
Per Band D Dwelling**

Parish	Tax Base	Parish Precept £ . P	Parish Council Tax £ . P	Other* Council Tax £ . P	Total Council Tax £ . P
Horsey	27.67	942.00	34.04	1,484.73	1,518.77
Hoveton	703.68	36,848.00	52.36	1,484.73	1,537.09
Ingham	143.10	1,185.00	8.28	1,484.73	1,493.01
Ingworth	39.94	2,290.00	57.33	1,484.73	1,542.06
Itteringham	57.41	1,803.00	31.40	1,484.73	1,516.13
Kelling	80.82	2,779.00	34.38	1,484.73	1,519.11
Kettlestone	86.76	3,103.00	35.76	1,484.73	1,520.49
Knapton	140.32	3,787.00	26.98	1,484.73	1,511.71
Langham	188.74	6,055.00	32.08	1,484.73	1,516.81
Lessingham	215.06	3,000.00	13.94	1,484.73	1,498.67
Letheringsett With Glandford	120.94	2,000.00	16.53	1,484.73	1,501.26
Little Barningham	37.24	776.00	20.83	1,484.73	1,505.56
Little Snoring	203.36	5,998.00	29.49	1,484.73	1,514.22
Ludham	467.30	7,651.00	16.37	1,484.73	1,501.10
Matlaske	60.42	272.00	4.50	1,484.73	1,489.23
Melton Constable	172.58	8,525.00	49.39	1,484.73	1,534.12
Morston	57.88	965.00	16.67	1,484.73	1,501.40
Mundesley	1,032.89	46,018.00	44.55	1,484.73	1,529.28
Neatishead	224.87	5,505.00	24.48	1,484.73	1,509.21
North Walsham	3,543.15	129,003.00	36.40	1,484.73	1,521.13
Northrepps	301.95	12,596.00	41.71	1,484.73	1,526.44
Overstrand	402.95	14,346.00	35.60	1,484.73	1,520.33
Paston	75.63	3,830.00	50.64	1,484.73	1,535.37
Plumstead	48.21	1,521.00	31.54	1,484.73	1,516.27
Potter Heigham	383.11	11,106.00	28.98	1,484.73	1,513.71

REVENUE

**Council Tax 2013/14
Per Band D Dwelling**

Parish	Tax Base	Parish Precept £ . P	Parish Council Tax £ . P	Other* Council Tax £ . P	Total Council Tax £ . P
Pudding Norton	69.12	3,194.00	46.20	1,484.73	1,530.93
Raynham	123.07	5,302.00	43.08	1,484.73	1,527.81
Roughton	311.39	7,430.00	23.86	1,484.73	1,508.59
Runton	679.64	9,151.00	13.46	1,484.73	1,498.19
Ryburgh	210.85	7,006.00	33.22	1,484.73	1,517.95
Salthouse	110.07	3,677.00	33.40	1,484.73	1,518.13
Scottow	267.12	6,333.00	23.70	1,484.73	1,508.43
Sculthorpe	265.23	5,250.00	19.79	1,484.73	1,504.52
Sea Palling	194.44	9,171.00	47.16	1,484.73	1,531.89
Sheringham	2,924.32	177,799.00	60.80	1,484.73	1,545.53
Sidestrand	44.05	1,178.00	26.74	1,484.73	1,511.47
Skeyton	83.56	1,027.00	12.29	1,484.73	1,497.02
Sloley	81.73	2,262.00	27.67	1,484.73	1,512.40
Smallburgh	169.34	5,476.00	32.33	1,484.73	1,517.06
Southrepps	301.30	10,672.00	35.41	1,484.73	1,520.14
Stalham	928.23	50,000.00	53.86	1,484.73	1,538.59
Stibbard	128.37	4,759.00	37.07	1,484.73	1,521.80
Stiffkey	123.98	4,615.00	37.22	1,484.73	1,521.95
Stody	88.79	2,337.00	26.32	1,484.73	1,511.05
Suffield	49.65	1,328.00	26.74	1,484.73	1,511.47
Sustead	82.58	1,330.00	16.10	1,484.73	1,500.83
Sutton	359.70	7,008.00	19.48	1,484.73	1,504.21
Swafield	105.53	3,615.00	34.25	1,484.73	1,518.98
Swanton Abbott	140.35	4,196.00	29.89	1,484.73	1,514.62
Swanton Novers	78.56	2,431.00	30.94	1,484.73	1,515.67

REVENUE

**Council Tax 2013/14
Per Band D Dwelling**

Parish	Tax Base	Parish Precept £ . P	Parish Council Tax £ . P	Other* Council Tax £ . P	Total Council Tax £ . P
Tattersett	260.63	2,728.00	10.46	1,484.73	1,495.19
Thornage	88.87	1,500.00	16.87	1,484.73	1,501.60
Thorpe Market	103.14	3,551.00	34.42	1,484.73	1,519.15
Thurning	29.11	0.00	0.00	1,484.73	1,484.73
Thursford	101.73	2,841.00	27.92	1,484.73	1,512.65
Trimingham	127.14	6,016.00	47.31	1,484.73	1,532.04
Trunch	325.06	14,642.00	45.04	1,484.73	1,529.77
Tunstead	243.36	5,864.00	24.09	1,484.73	1,508.82
Upper Sheringham	90.84	4,592.00	50.55	1,484.73	1,535.28
Walcott	198.36	6,375.00	32.13	1,484.73	1,516.86
Walsingham	327.79	11,848.00	36.14	1,484.73	1,520.87
Warham	73.02	5,000.00	68.47	1,484.73	1,553.20
Wells-Next-The-Sea	995.12	59,607.00	59.89	1,484.73	1,544.62
Westwick	27.93	0.00	0.00	1,484.73	1,484.73
Weybourne	306.88	19,163.00	62.44	1,484.73	1,547.17
Wickmere	56.19	3,126.00	55.63	1,484.73	1,540.36
Wighton	102.78	3,155.00	30.69	1,484.73	1,515.42
Witton	116.63	899.00	7.70	1,484.73	1,492.43
Wiveton	82.91	4,331.00	52.23	1,484.73	1,536.96
Wood Norton	96.77	2,326.00	24.03	1,484.73	1,508.76
Worstead	297.52	8,067.00	27.11	1,484.73	1,511.84
Totals / Averages	36,411	1,457,091.00	40.02	1,484.73	1,524.75

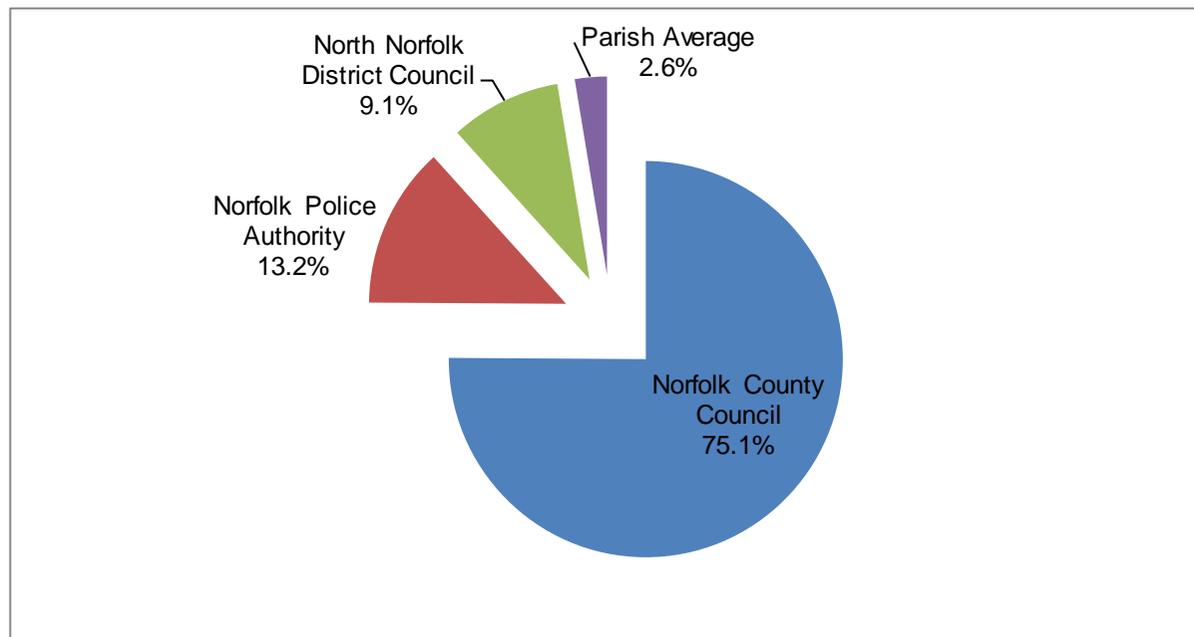
REVENUE

Council Tax 2013/14 Per Band D Dwelling

*Other Council Tax

	£ . P
Norfolk County Council	1,145.07
Norfolk Police Authority	200.79
North Norfolk District Council	138.87
	<u>1,484.73</u>
Parish Average	40.02
Total Average Band D Amount	1,524.75

2013/14 Council Tax – Where does it go?



REVENUE

Employee Information

Employee Numbers - Office Staff

Service Area	2012/13 Revised Budget		2013/14 Base Budget	
	No.	FTE's	No.	FTE's
Assets	26	22.49	26	22.49
Communities	13	11.89	12	11.89
Corporate	19	17.02	19	17.02
Customer Services	44	40.28	44	40.28
Development Management	52	47.63	52	47.63
Environmental Health	40	33.22	40	33.22
Finance	69	63.52	69	63.52
Organisational Development	15	11.86	15	11.86
Total Office Staff	278	247.91	277	247.91

Employee Numbers - Outside Staff

Service Area	2012/13 Revised Budget		2013/14 Base Budget	
	No.	FTE's	No.	FTE's
Assets	25	18.92	25	18.92
Communities				
Corporate				
Customer Services	13	5.10	13	5.10
Development Management				
Environmental Health				
Finance				
Organisational Development				
Total Office Staff	38	24.02	38	24.02

REVENUE

Employee Costs

Service Area	2012/13 Revised Budget		2013/14 Base Budget	
	Direct Costs	Indirect Costs	Direct Costs	Indirect Costs
Assets	1,015,801	15,059	964,497	7,777
Communities	962,734	17,358	1,334,282	13,982
Corporate	878,122	67,024	854,870	14,963
Customer Services	1,806,713	31,514	1,329,225	18,703
Development Management	1,322,459	14,962	1,223,065	17,962
Environmental Health	1,186,590	33,358	1,110,771	17,106
Finance	1,997,425	23,556	1,916,338	20,175
Organisational Development	472,163	111,677	441,431	118,781
Employee Costs	9,642,007	314,508	9,174,479	229,449
Total Employee Costs		9,956,515		9,403,928

Assets & Leisure Service Area

Head of Service: Duncan Ellis

Contacts

Service	Contact	Ext.
Car Parking	Maxine Collis	6256
Markets	Maxine Collis	6256
Industrial Estates	Martin Green	6049
Surveyors Allotments	Martin Green	6049
Handyman	Tony Turner	6196
Parklands	Tony Turner	6196
Administration Buildings Service	Tony Turner	6196
Property Services	Duncan Ellis	6330
Parks & Open Spaces	Paul Ingham	6001
Foreshore	Maxine Collis	6256
Community Centres	Tony Turner	6196
Sports Centres	Karl Read	6002
Leisure Complexes	Karl Read	6002
Other Sports	Karl Read	6002
Recreation Grounds	Paul Ingham	6001
Pier Pavilion	Karl Read	6002
Foreshore (Community)	Karl Read	6002
Woodlands Management	Paul Ingham	6001
Cromer Pier	Karl Read	6002
Public Conveniences	Tony Turner	6196
Investment Properties	Maxine Collis	6256
Leisure	Karl Read	6002
CCTV	Maxine Collis	6256

Net Cost of Service

2011/12	Service	2012/13	2012/13	2013/14	2014/15	2015/16	2016/17
Actual		Updated	Revised	Base	Projection	Projection	Projection
		Budget	Budget	Budget			
£		£	£	£	£	£	£
(1,177,158)	Car Parking	(1,207,945)	(1,290,125)	(1,260,909)	(1,309,541)	(1,310,012)	(1,311,015)
79,610	Markets	61,704	62,928	64,621	65,819	66,001	65,908
(21,830)	Industrial Estates	2,135	(6,909)	(83)	175	(4,119)	(4,280)
3,271	Surveyors Allotments	3,320	2,880	2,840	2,850	2,870	2,860
18,828	Handyman	23,423	8,884	10,057	10,660	11,243	10,703
(8,478)	Parklands	(4,585)	(3,591)	(4,555)	(4,445)	(4,325)	(4,395)
87,445	Administration Buildings Service	58,619	75,995	78,137	75,945	76,238	75,836
0	Property Services *	0	0	0	0	0	0
462,463	Parks & Open Spaces	513,346	516,634	481,346	485,092	483,065	481,890
143,034	Foreshore	200,112	178,512	183,734	183,844	183,953	183,623
8,481	Community Centres	7,876	11,208	11,038	11,064	11,090	11,079
339,205	Sports Centres	334,683	357,186	294,316	295,474	296,582	295,341
726,416	Leisure Complexes	708,422	729,489	746,818	756,282	765,974	773,362
76,407	Other Sports	90,971	110,329	107,718	107,818	107,817	107,347
15,737	Recreation Grounds	11,726	11,111	12,738	12,842	12,766	12,732
103,953	Pier Pavilion	112,217	109,767	106,347	103,357	103,417	103,387
410,463	Foreshore (Community)	407,053	413,587	399,666	401,961	399,834	398,631
157,823	Woodlands Management	174,165	171,177	169,042	169,648	170,366	169,885
39,645	Cromer Pier	28,531	29,751	35,871	35,581	35,371	35,340
567,217	Public Conveniences	542,616	523,831	537,354	540,351	541,961	544,576
(911)	Investment Properties	76,479	(19,938)	112,243	(14,080)	(13,690)	(17,510)
0	Leisure *	0	0	0	0	0	0
241,688	CCTV	228,745	234,038	237,352	238,114	238,943	229,133
2,273,309	Net Cost of Service Area	2,373,613	2,226,744	2,325,691	2,168,811	2,175,345	2,164,433

* The costs of these services are fully recharged to the services they support.

Subjective Analysis

2011/12	Description	2012/13	2012/13	2013/14	2014/15	2015/16	2016/17
Actual		Updated	Revised	Base	Projection	Projection	Projection
		Budget	Budget	Budget			
£		£	£	£	£	£	£
1,026,729	Employee	990,187	1,030,860	972,274	979,665	987,291	987,291
1,631,156	Premises	1,799,964	1,711,714	1,767,206	1,612,080	1,609,866	1,609,064
51,420	Transport	53,457	53,174	57,037	57,037	57,037	57,037
2,084,573	Supplies and Services	1,831,714	1,967,278	1,871,314	1,881,906	1,890,449	1,901,346
0	Third Party Payments	0	0	0	0	0	0
(18,500)	Transfer Payments	22,500	22,500	22,500	22,500	22,500	22,500
1,374,545	Support Services - Charges In	1,356,390	1,304,520	1,270,470	1,273,230	1,275,530	1,266,830
(1,263,972)	Support Services - Charges Out	(1,314,863)	(1,190,536)	(1,214,358)	(1,187,687)	(1,191,138)	(1,188,389)
585,463	Capital Charges	625,522	571,369	690,028	690,360	688,590	673,534
(3,198,105)	Income (External)	(2,991,258)	(3,244,135)	(3,110,780)	(3,160,280)	(3,164,780)	(3,164,780)
2,273,309	Total Cost of Services	2,373,613	2,226,744	2,325,691	2,168,811	2,175,345	2,164,433

Main Items of Growth and Savings/Income

Growth	Amount £
Car Parks	
Additional maintenance costs for car park ticket machines	20,000
Additional car park rental costs - offset by additional income	15,760
Additional contract and penalty charge administration costs	48,875
Reduction in recoverable charges follow loss of external car park contract management	5,159
Parklands	
Reduction in the recovery of electricity charges offset by reduced direct electricity costs	10,000
Administration Buildings	
Annexe removal costs (one off funded from reserves in year)	31,500
Potential reduction in rental income from Health Trainers occupation of Cromer offices	7,292
Property Services	
Inflation on salary costs	7,467
Parks & Open Spaces	
One-off S106 monies received in 2012/13	9,058
One-off grant in 2012/13 for target hardening at Heather Barrow Court	5,000
Sports Centres	
Pay & Grading implementation costs and Pay award.	11,606
Income from Sports Halls lower than anticipated, in line with 2011/12 outturn.	13,000
Leisure Complexes	
Inflation on management contract.	28,095
One-off transfers to other services in 2012/13 to cover the cost of the Olympic Torch relay	6,300
Foreshore (Community)	
Emergency phone rentals, in line with 11/12 actual.	5,000
TOTAL GROWTH	<u>224,112</u>

Savings/Income	Amount
	£
Car Parks	
Changes to Kier contract costs	(6,446)
Anticipated additional car park fee income	(94,472)
Additional penalty charge notice income	(33,435)
Car Park concession rental income identified as part of savings exercise	(15,000)
Industrial Estates	
Additional rental income following renegotiation of leases	(9,671)
Parklands	
Reduction in electricity costs offset by reduced recovery of electricity recharges	(10,000)
Administration Buildings	
Reduction in NNDR costs following revaluation of properties and decision to dispose of Annexe building	(31,081)
Property Services	
Full year effect of management restructuring and pay and grading review	(22,706)
Net impact of removal of car alternative allowances and alternative travel costs	(13,682)
Parks & Open Spaces	
Kier Contract Savings	(26,604)
Sports Centres	
Revised Sports centre management arrangements.	(40,000)
Other Sports	
Reduced grant following review of all grants and contributions	(5,000)
Foreshore (Community)	
Kier Contract Savings.	(12,588)
Investment Properties	
Increase in Beach Hut rentals following price increases and additional site lets	(9,450)
TOTAL SAVINGS	<u>(330,135)</u>
NET GROWTH / (SAVINGS)	<u>(106,023)</u>

Service Area Details

R200 - Car Parking

There are 27 'Pay and Display' and 4 'Season Ticket/Permit only' Council run car parks in the District. In addition, there is 1 Season Ticket car park which is for coach/lorry parking only. This service includes all the costs and income associated with maintaining and servicing the car parks.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
	0 Employee	2,000	529	852	860	868	868
296,046	Premises	276,576	304,099	312,430	312,798	312,535	312,440
359,201	Supplies & Services	316,419	368,091	363,906	364,408	363,862	363,594
22,500	Transfer Payments	22,500	22,500	22,500	22,500	22,500	22,500
143,118	Support Services - Charges In	135,080	125,060	123,800	124,290	124,620	123,980
(7,103)	Capital Charges	14,205	14,205	28,794	28,794	28,794	28,794
(1,990,920)	Income	(1,974,725)	(2,124,609)	(2,113,191)	(2,163,191)	(2,163,191)	(2,163,191)
(1,177,158)	Net Expenditure	(1,207,945)	(1,290,125)	(1,260,909)	(1,309,541)	(1,310,012)	(1,311,015)

R200A - Markets

This budget covers the provision of markets at Cromer, Sheringham and Stalham in order to meet local demands and promote tourism.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
10,974	Employee	9,579	10,909	11,126	11,189	11,253	11,253
34,179	Premises	36,901	36,605	39,393	39,393	39,393	39,393
8	Transport	500	0	0	0	0	0
59,582	Supplies & Services	46,029	46,029	45,257	46,202	46,130	46,197
54,849	Support Services - Charges In	45,980	46,670	46,130	46,320	46,510	46,350
(79,982)	Income	(77,285)	(77,285)	(77,285)	(77,285)	(77,285)	(77,285)
79,610	Net Expenditure	61,704	62,928	64,621	65,819	66,001	65,908

R201 - Industrial Estates

Included within this service are the provision of units at North Walsham, Catfield and Fakenham Industrial Estates.

2011/12 Actual	2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£	£	£	£	£	£	£
(9,106) Premises	13,873	13,242	13,638	13,686	13,652	13,640
4,674 Supplies & Services	4,600	4,400	4,400	4,400	4,400	4,400
44,976 Support Services - Charges In	47,410	51,320	50,950	51,160	51,400	51,250
40,441 Capital Charges	40,441	29,052	44,789	44,789	44,789	44,790
(102,815) Income	(104,189)	(104,923)	(113,860)	(113,860)	(118,360)	(118,360)
(21,830) Net Expenditure	2,135	(6,909)	(83)	175	(4,119)	(4,280)

R202 - Surveyors Allotments

This service provides for the management of Surveyors Allotments where this is not undertaken by Parish Councils or other bodies, including periodic inspections to identify Health & Safety risks and action being taken where appropriate.

2011/12 Actual	2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£	£	£	£	£	£	£
3,321 Support Services - Charges In	3,370	2,930	2,890	2,900	2,920	2,910
(50) Income	(50)	(50)	(50)	(50)	(50)	(50)
3,271 Net Expenditure	3,320	2,880	2,840	2,850	2,870	2,860

R203 - Handyman

This service provides a general repair and maintenance service for works on Council properties mainly within Leisure Services, Admin Buildings and Public Conveniences.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
72,065	Employee	69,545	70,706	73,559	74,162	74,785	74,785
7,709	Transport	7,936	8,352	7,936	7,936	7,936	7,936
2,865	Supplies & Services	5,440	1,440	1,440	1,440	1,440	1,440
55,241	Support Services - Charges In	57,740	46,040	44,360	44,360	44,320	43,780
(119,052)	Income	(117,238)	(117,654)	(117,238)	(117,238)	(117,238)	(117,238)
18,828	Net Expenditure	23,423	8,884	10,057	10,660	11,243	10,703

R204 - Parklands

Parklands is a site for mobile homes. It has 38 site plots and is managed by Property Services.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
0	Employee	160	160	160	160	160	160
15,246	Premises	35,530	27,630	26,130	26,130	26,130	26,130
48	Transport	170	170	170	170	170	170
(65)	Supplies & Services	0	0	0	0	0	0
23,508	Support Services - Charges In	21,310	22,830	22,650	22,760	22,880	22,810
585	Capital Charges	585	585	585	585	585	585
(47,800)	Income	(62,340)	(54,966)	(54,250)	(54,250)	(54,250)	(54,250)
(8,478)	Net Expenditure	(4,585)	(3,591)	(4,555)	(4,445)	(4,325)	(4,395)

R262 - Administration Buildings and Services

This budget provides for the general expenses, including repairs and maintenance, of the main buildings concerned with the running of Council business, including contracts (e.g. Cleaning), Windmill Canteen and energy costs.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
70,439	Employee	61,205	65,106	64,108	64,519	64,944	64,944
317,442	Premises	335,562	295,010	336,265	304,830	304,783	304,766
926	Transport	2,050	1,950	1,950	1,950	1,950	1,950
113,102	Supplies & Services	107,845	120,809	106,130	106,556	106,234	106,121
(41,000)	Transfer Payments	0	0	0	0	0	0
111,571	Support Services - Charges In	102,570	106,890	104,980	105,410	105,660	104,950
(479,846)	Support Services - Charges Out	(539,327)	(496,624)	(526,910)	(496,434)	(496,011)	(495,572)
81,528	Capital Charges	81,527	78,476	76,240	76,240	75,804	75,803
(86,717)	Income	(92,813)	(95,622)	(84,626)	(87,126)	(87,126)	(87,126)
87,445	Net Expenditure	58,619	75,995	78,137	75,945	76,238	75,836

R262A - Property Services

This budget includes salary, oncosts and overheads of the Property Services Team and support staff.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
374,243	Employee	353,677	334,957	324,166	326,857	329,635	329,635
9,582	Premises	0	0	0	0	0	0
8,234	Transport	8,398	8,417	10,960	10,960	10,960	10,960
18,691	Supplies & Services	5,438	6,942	5,438	5,438	5,438	5,438
176,427	Support Services - Charges In	180,810	179,030	167,690	167,700	167,690	165,970
(542,349)	Support Services - Charges Out	(528,942)	(481,656)	(479,874)	(482,575)	(485,343)	(483,623)
0	Capital Charges	13,659	0	15,000	15,000	15,000	15,000
(44,828)	Income	(33,040)	(47,690)	(43,380)	(43,380)	(43,380)	(43,380)
0	Net Expenditure	0	0	0	0	0	0

R300 - Parks and Open Spaces

This service includes the maintenance of parks and open spaces, including formal gardens, amenity greenspace, playgrounds, putting and bowling greens, grass verges on an agency basis for Norfolk County Council and certain amenity areas within private housing estates formally adopted from developers.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
327,235	Premises	348,667	365,128	313,643	316,095	314,340	313,704
135,384	Supplies & Services	92,365	92,935	94,588	95,149	94,539	94,239
91,145	Support Services - Charges In	91,420	81,200	78,460	78,860	79,200	78,960
27,668	Capital Charges	30,909	27,386	30,612	30,945	30,943	30,944
(118,969)	Income	(50,015)	(50,015)	(35,957)	(35,957)	(35,957)	(35,957)
462,463	Net Expenditure	513,346	516,634	481,346	485,092	483,065	481,890

R301 - Foreshore

The Council is responsible for the upkeep and maintenance of structures located on the Foreshore, including access points and steps, fixed seating and applications for seaside awards. Public water safety equipment and a lifeguard service are also included within this service.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
10,549	Employee	16,347	11,368	12,689	12,689	12,689	12,689
84,919	Premises	114,454	118,242	116,066	116,066	116,066	116,066
212	Transport	386	386	386	386	386	386
553	Supplies & Services	2,010	380	380	380	380	380
39,447	Support Services - Charges In	59,030	47,120	46,020	46,130	46,240	45,910
7,354	Capital Charges	7,885	7,213	8,193	8,193	8,192	8,192
0	Income	0	(6,197)	0	0	0	0
143,034	Net Expenditure	200,112	178,512	183,734	183,844	183,953	183,623

R302 - Community Centres

This service provides for the maintenance and management of Community Centres.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
7,270	Premises	5,973	5,973	6,135	6,141	6,137	6,136
273	Supplies & Services	216	216	0	0	0	0
3,643	Support Services - Charges In	3,660	5,000	4,890	4,910	4,940	4,930
27	Capital Charges	27	19	13	13	13	13
(2,732)	Income	(2,000)	0	0	0	0	0
8,481	Net Expenditure	7,876	11,208	11,038	11,064	11,090	11,079

R303 - Sports Centres

The Council is responsible for the management of community use Sports Centres at Cromer, Stalham and North Walsham. The dual use Sports Centres provide a range of different activities for all ages that aim to cater for the needs of the community. We seek to maximise the range and quality of sports activities available to provide safe, enjoyable and accessible sporting opportunities for all residents and visitors to North Norfolk. The three facilities deliver a wide ranging school holiday programme aimed at introducing young people to sport and providing appropriate pathways for talented youngsters.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
167,686	Employee	166,403	184,282	179,202	180,370	181,577	181,577
139,263	Premises	131,879	135,966	91,966	91,966	91,966	91,966
1,698	Transport	5,060	5,060	5,060	5,060	5,060	5,060
41,187	Supplies & Services	43,162	49,662	41,162	41,162	41,162	41,162
124,894	Support Services - Charges In	128,470	111,150	105,860	105,850	105,750	104,510
0	Capital Charges	12,831	11,188	11,188	11,188	11,189	11,188
(135,523)	Income	(153,122)	(140,122)	(140,122)	(140,122)	(140,122)	(140,122)
339,205	Net Expenditure	334,683	357,186	294,316	295,474	296,582	295,341

R304 - Leisure Complexes

This service includes the Victory Swim and Fitness Centre, the Splash Leisure and Fitness Centre and the Fakenham Sports and Fitness Centre. Their objective is the provision of a cost effective quality service, to enhance the health, safety and welfare of residents and to act as major tourist attractions for the District. They are managed on the Council's behalf by a private contractor.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
12,159	Premises	25,646	31,946	31,381	31,441	31,398	31,382
513	Transport	0	0	0	0	0	0
390,111	Supplies & Services	348,747	367,499	376,842	386,238	395,870	405,741
27,048	Support Services - Charges In	28,470	24,640	25,110	25,120	25,220	25,150
305,560	Capital Charges	305,559	305,404	313,485	313,483	313,486	311,089
(8,975)	Income	0	0	0	0	0	0
726,416	Net Expenditure	708,422	729,489	746,818	756,282	765,974	773,362

R305 - Other Sports

This budget includes the promotion of sport and leisure for communities, including the provision of coaching courses through Outreach schemes at various venues and sites in the District, support for the Norfolk Youth Games and by grant aid to local sports clubs and organisations for various projects.

Contribution is also made to Active Norfolk, a county sports partnership and Government initiative to deliver lottery funds for sports development projects in both the County and District. This contribution levers in additional funding to deliver projects such as Fit Together Walking and subsidised coach education courses across the District.

This service also includes a mobile gym. This offers increased opportunity for physical and community activity to rural areas and isolated groups within the District.

The Community Sports Network is a partnership that includes various groups and individuals that work towards shared objectives to increase physical activity across the District. The partnership can apply for funding each year from Sport England to fund various activities in response to the Active People Survey.

2011/12 Actual	2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£	£	£	£	£	£	£
42,677 Employee	11,990	43,572	1,467	1,477	1,486	1,486
5,503 Premises	2,112	7,332	2,112	2,112	2,112	2,112
7,607 Transport	7,913	8,912	7,913	7,913	7,913	7,913
61,082 Supplies & Services	49,073	49,473	38,126	38,126	38,126	38,126
31,278 Support Services - Charges In	31,520	58,540	58,100	58,190	58,180	57,710
(71,740) Income	(11,637)	(57,500)	0	0	0	0
76,407 Net Expenditure	90,971	110,329	107,718	107,818	107,817	107,347

R306 - Recreation Grounds

This service includes the provision of outdoor sporting facilities including playing pitches.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
2,072	Premises	2,071	2,071	4,124	4,141	4,128	4,124
10,237	Supplies & Services	7,015	7,015	6,679	6,736	6,673	6,643
3,109	Support Services - Charges In	3,120	2,740	2,650	2,680	2,680	2,680
520	Capital Charges	520	285	285	285	285	285
(201)	Income	(1,000)	(1,000)	(1,000)	(1,000)	(1,000)	(1,000)
15,737	Net Expenditure	11,726	11,111	12,738	12,842	12,766	12,732

R309 - Pier Pavilion

This budget covers the management of the Cromer Pier Pavilion Theatre and for a programme of quality entertainment, at affordable prices, for residents and tourists during the season. The day to day operation of the theatre is provided by a private contractor, Openwide International, in partnership with the Council. The theatre is a major publicity vehicle for the District.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
1,730	Premises	7,780	8,300	7,780	7,780	7,780	7,780
88,108	Supplies & Services	88,597	88,597	85,597	82,597	82,597	82,597
14,115	Support Services - Charges In	15,840	12,870	12,970	12,980	13,040	13,010
103,953	Net Expenditure	112,217	109,767	106,347	103,357	103,417	103,387

R310 - Foreshore (Community)

The maintenance and management of foreshore facilities are covered under this service.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
7,694	Premises	10,025	10,025	9,460	9,522	9,480	9,464
374,705	Supplies & Services	369,488	377,012	364,346	366,419	364,164	363,057
31,704	Support Services - Charges In	32,290	31,300	30,610	30,770	30,940	30,860
(3,640)	Income	(4,750)	(4,750)	(4,750)	(4,750)	(4,750)	(4,750)
410,463	Net Expenditure	407,053	413,587	399,666	401,961	399,834	398,631

R312 - Woodlands Management

This service includes all salary, oncosts and overheads of staff directly involved in the management of the Council's countryside access sites and woodlands.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
44,673	Employee	67,511	73,290	75,337	75,898	76,476	76,476
17,950	Premises	10,117	10,147	8,147	8,147	8,147	8,147
18,159	Transport	11,180	11,180	11,180	11,180	11,180	11,180
98,947	Supplies & Services	22,901	66,856	12,635	9,490	9,490	9,490
81,920	Support Services - Charges In	79,670	79,380	77,340	77,530	77,670	77,190
1,386	Capital Charges	1,386	1,386	6,003	6,003	6,003	6,002
(105,212)	Income	(18,600)	(71,062)	(21,600)	(18,600)	(18,600)	(18,600)
157,823	Net Expenditure	174,165	171,177	169,042	169,648	170,366	169,885

R314 - Cromer Pier

This budget covers the revenue costs for the preservation and maintenance of Cromer Pier.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
26,177	Premises	33,817	29,717	34,717	34,717	34,717	34,717
0	Supplies & Services	4,600	4,600	4,600	4,600	4,600	4,600
23,824	Support Services - Charges In	470	6,690	7,810	7,520	7,310	7,280
5,232	Capital Charges	5,232	5,232	5,232	5,232	5,232	5,231
(15,588)	Income	(15,588)	(16,488)	(16,488)	(16,488)	(16,488)	(16,488)
39,645	Net Expenditure	28,531	29,751	35,871	35,581	35,371	35,340

R315 - Public Conveniences

This service aims for an adequate provision of public conveniences within the District to a quality and standard of facility expected by residents and visitors alike. The premises costs include the repairs and maintenance costs and utility costs for maintaining the facilities.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
237,932	Premises	199,733	215,723	204,051	204,070	204,057	204,052
2,909	Transport	1,900	1,900	1,900	1,900	1,900	1,900
210,399	Supplies & Services	208,806	209,231	210,825	213,602	216,381	219,158
53,444	Support Services - Charges In	57,980	43,830	43,280	43,480	43,660	43,500
70,217	Capital Charges	76,380	68,262	79,481	79,482	78,146	78,149
(7,684)	Income	(2,183)	(15,115)	(2,183)	(2,183)	(2,183)	(2,183)
567,217	Net Expenditure	542,616	523,831	537,354	540,351	541,961	544,576

R318 - Investment Properties

This budget provides for the maintenance and management of rental properties (mainly in seaside locations), i.e. Beach Hut Sites, Chalets and Wells Sackhouse.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
11,382	Employee	10,923	11,114	11,057	11,156	11,256	11,256
89,738	Premises	201,354	86,664	201,874	75,151	75,151	75,151
10	Transport	0	0	0	0	0	0
18,441	Supplies & Services	3,680	2,708	3,680	3,680	3,680	3,680
65,569	Support Services - Charges In	60,740	83,800	82,900	83,200	83,490	83,140
26,569	Capital Charges	24,569	12,869	55,538	55,539	55,539	52,069
(212,620)	Income	(224,787)	(217,093)	(242,806)	(242,806)	(242,806)	(242,806)
(911)	Net Expenditure	76,479	(19,938)	112,243	(14,080)	(13,690)	(17,510)

R397 - Leisure

This budget covers the direct management of the Council's Leisure and Cultural Services, and the client management of the grounds maintenance and leisure facilities contracts. All costs are fully recharged mainly to the individual Leisure & Cultural Service headings.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
128,649	Employee	128,476	129,805	123,038	124,042	125,078	125,078
3,176	Transport	7,464	6,347	9,082	9,082	9,082	9,082
9,784	Supplies & Services	10,094	8,194	10,094	10,094	10,094	10,094
100,168	Support Services - Charges In	101,260	68,610	66,060	66,160	66,230	65,640
(241,777)	Support Services - Charges Out	(246,594)	(212,256)	(207,574)	(208,678)	(209,784)	(209,194)
0	Income	(700)	(700)	(700)	(700)	(700)	(700)
0	Net Expenditure	0	0	0	0	0	0

R414 - CCTV

This service provides a monitored CCTV service within the market towns of Cromer, Sheringham, Wells, North Walsham and Fakenham and to promote community safety in the widest sense using the cameras to support the work of the Community Safety Team. Revenue contributions are received from some businesses and Town Councils.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
93,392	Employee	92,371	95,062	95,513	96,286	97,084	97,084
8,125	Premises	7,894	7,894	7,894	7,894	7,894	7,894
211	Transport	500	500	500	500	500	500
87,312	Supplies & Services	95,189	95,189	95,189	95,189	95,189	95,189
70,226	Support Services - Charges In	68,180	66,880	64,960	64,950	64,980	64,360
25,479	Capital Charges	9,807	9,807	14,590	14,589	14,590	5,400
(43,057)	Income	(45,196)	(41,294)	(41,294)	(41,294)	(41,294)	(41,294)
241,688	Net Expenditure	228,745	234,038	237,352	238,114	238,943	229,133

Community, Economic Development & Tourism Service Area*Head of Service: Jill Fisher***Contacts**

Service	Contact	Ext.
Planning Policy	Mark Ashwell	6325
Health	Rob Young	6162
Arts & Entertainments	Brenda Seymour	6053
Museums	Brenda Seymour	6002
General Economic Development	Robin Smith	6236
Tourism	Robin Smith	6236
Coast Protection	Brian Farrow	6193
Pathfinder	Brian Farrow	6193
Regeneration Management	Robin Smith	6236
Housing Health and Wellbeing	Karen Hill	6183
Housing Strategy	Nicola Turner	6222
Property Information	Mark Ashwell	6325
Environmental Strategy	Peter Lumb	6331
Community & Localism	Rob Young	6162
Coastal Management	Brian Farrow	6193

Net Cost of Service

2011/12 Actual	Service	2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
(109,157)	Planning Policy	(346,290)	(344,575)	(470,424)	(466,260)	(464,799)	(465,829)
8,725	Health	0	0	0	0	0	0
170,989	Arts and Entertainments	164,777	147,254	141,270	136,503	136,816	136,576
50,347	Museums	44,895	41,555	41,587	41,597	41,596	41,596
329,934	General Economic Development	273,864	402,556	404,465	362,235	363,405	362,925
129,896	Tourism	116,768	120,208	115,208	115,448	115,738	115,558
842,318	Coast Protection	1,180,548	1,221,117	1,333,091	1,492,408	1,442,426	1,343,190
576,678	Pathfinder	10,490	95,124	7,697	7,697	7,697	7,697
0	Regeneration Management *	0	0	0	15,000	0	0
793,854	Housing Strategy	1,225,706	3,170,332	1,591,318	89,080	74,520	74,500
620,892	Health and Wellbeing	1,715,951	1,982,678	1,176,000	921,060	700,078	271,600
123,338	Property Information	100,950	121,403	91,829	90,415	90,518	89,748
143,322	Environmental Strategy	150,138	126,113	84,755	85,027	85,246	77,130
262,062	Community & Localism	16,024	344,235	(135,960)	320,321	321,745	321,065
0	Coastal Management *	0	0	0	0	0	0
3,943,198	Net Cost of Service Area	4,653,821	7,428,000	4,380,836	3,210,531	2,914,986	2,375,756

* The costs of these services are fully recharged to the services they support.

Subjective Analysis

2011/12 Actual	Description	2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
1,052,177	Employee	901,591	1,142,029	1,348,264	1,249,879	1,221,729	1,221,729
514,321	Premises	507,007	525,707	344,507	344,507	344,507	344,507
22,616	Transport	30,324	27,529	39,204	38,072	37,931	37,931
2,602,258	Supplies and Services	3,915,505	6,634,160	3,807,264	1,234,932	995,214	567,636
71,340	Transfer Payments	71,339	71,339	71,339	71,339	71,339	71,339
1,805,741	Support Services - Charges In	1,716,490	1,554,290	1,423,660	1,348,490	1,344,050	1,336,000
(880,531)	Support Services - Charges Out	(780,106)	(777,272)	(879,858)	(803,657)	(799,812)	(797,382)
743,666	Capital Charges	484,026	486,677	728,895	896,963	853,620	747,588
(1,988,390)	Income (External)	(2,192,355)	(2,236,459)	(2,502,439)	(1,169,994)	(1,153,592)	(1,153,592)
3,943,198	Total Cost of Services	4,653,821	7,428,000	4,380,836	3,210,531	2,914,986	2,375,756

Main Items of Growth and Savings/Income

Growth	Amount £
Planning Policy	
Community Infrastructure Levy temporary post funded from New Homes Bonus	30,922
General Economic Development	
Expenditure funded from the Pathfinder Project Reserve	32,424
TOTAL GROWTH	<u>63,346</u>
Savings/Income	Amount £
Planning Policy	
One off Community Infrastructure Levy costs no longer required	(15,000)
Staff savings following pay and grading review	(6,237)
Savings relating to changes to employee car allowances	(8,794)
Arts & Entertainments	
Reduced grant to Little Theatre Sheringham	(5,000)
Tourism	
Residual costs of distributing the Tourism Guide which is no longer being produced in a hard copy version	(10,000)
TOTAL SAVINGS	<u>(45,031)</u>
NET GROWTH / (SAVINGS)	<u>18,315</u>

Service Area Details

R101 - Planning Policy

The Planning Policy Service exists to meet the Council's statutory duty as a local planning authority, to prepare, monitor and review a Local Development Framework for North Norfolk. The LDF gives spatial expression to the Corporate Plan and Community Strategy by taking forward the corporate objectives through a Core Strategy, Site Specific Proposals and other related development plan and supplementary planning documents. It also provides planning policy advice and information to the Council, businesses and the public, and comments on consultations from other organisations. The Major Developments Team sits within the service and has a responsibility for facilitating development in relation to major land allocations and other large scale housing projects through the preparation of Development Briefs and the processing of planning applications.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
204,657	Employee	202,409	196,328	213,175	193,337	195,038	195,038
55	Premises	0	0	0	0	0	0
3,166	Transport	4,346	4,244	5,322	5,322	5,322	5,322
24,124	Supplies & Services	48,146	54,754	36,420	36,420	36,420	36,420
100,927	Support Services - Charges In	102,660	103,950	96,250	96,370	96,130	95,100
(442,086)	Income	(703,851)	(703,851)	(821,591)	(797,709)	(797,709)	(797,709)
(109,157)	Net Expenditure	(346,290)	(344,575)	(470,424)	(466,260)	(464,799)	(465,829)

R112A - Health

This budget enables the Council to fulfil its statutory duties and responsibilities in relation to the health agenda and to work in partnership with other agencies to increase access to health services and promote healthy lifestyle choices. This heading shows 2011/12 actuals only as the budgets are now within R415 Communities & Localism

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
3,004	Supplies & Services	0	0	0	0	0	0
9,284	Support Services - Charges In	0	0	0	0	0	0
(3,563)	Income	0	0	0	0	0	0
8,725	Net Expenditure	0	0	0	0	0	0

Arts and Entertainments

This service has been developed in order to provide the best means, to support and nurture the arts within the communities of the District. The service provides an enabling role through a range of means including:

- Providing advice, support and information to artists, arts organisations and community groups and supporting the business development of arts organisations to improve their practice and sustainability
- Working with partners to provide a co-ordinated approach to arts development in the District
- Developing or contributing to partnership projects with neighbouring authorities or on countywide initiatives
- Managing Service Level Agreements with key clients
- Raising financial resources for the arts in North Norfolk from external sources
- Advocating the importance of the arts to social wellbeing, cultural tourism and community development
- Raising the profile of the arts in the District through publicity and promotion
- Increasing health and social wellbeing through increased participation in the arts
- Increasing access to the arts to excluded groups within the District
- Planning and delivering high quality arts events in partnership with other agencies
- Engaging young people in the arts and working with partners to deliver public art schemes and contribute to the regeneration of the District

There is also a provision for Sheringham Little Theatre, which is leased to the Sheringham Little Theatre Society. An annual grant is made to the Society. 2013/14 is the second year of a three year agreement.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
36,675	Employee	36,667	36,200	35,456	35,759	36,072	36,072
0	Premises	210	410	210	210	210	210
1,312	Transport	0	872	944	944	944	944
113,030	Supplies & Services	84,800	107,923	79,800	74,800	74,800	74,800
40,213	Support Services - Charges In	44,080	26,270	25,020	24,950	24,950	24,710
480	Capital Charges	480	362	1,300	1,300	1,300	1,300
(20,721)	Income	(1,460)	(24,783)	(1,460)	(1,460)	(1,460)	(1,460)
170,989	Net Expenditure	164,777	147,254	141,270	136,503	136,816	136,576

R308 - Museums

This service provides part-funding to the Norfolk Museums Service for the management of Cromer Museum.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
1,000	Employee	1,005	1,015	1,017	1,027	1,036	1,036
10	Transport	0	0	0	0	0	0
45,500	Supplies & Services	39,950	39,950	40,000	40,000	40,000	40,000
3,837	Support Services - Charges In	3,940	590	570	570	560	560
50,347	Net Expenditure	44,895	41,555	41,587	41,597	41,596	41,596

R330 - General Economic Development

This service aims to support local business competitiveness through creating an environment in which businesses can expand and prosper, thereby supporting the creation of employment opportunities for the District's residents. The business environment relates to the physical infrastructure, business support services, training and development of the workforce and the positive image of North Norfolk as a place to do business.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
0	Employee	0	158,873	147,564	148,808	150,092	150,092
0	Premises	0	18,500	18,500	18,500	18,500	18,500
167	Transport	0	3,600	4,563	4,563	4,563	4,563
188,772	Supplies & Services	104,851	187,452	159,036	144,882	143,988	143,988
154,803	Support Services - Charges In	156,550	161,650	205,760	176,440	177,220	176,740
12,463	Capital Charges	12,463	12,463	0	0	0	0
(26,271)	Income	0	(139,982)	(130,958)	(130,958)	(130,958)	(130,958)
329,934	Net Expenditure	273,864	402,556	404,465	362,235	363,405	362,925

R333 - Tourism

This budget supports the promotional activities of the Council in marketing North Norfolk as a tourist destination. This is achieved through the publication of Accommodation and Attraction guides; a national media advertising campaign and a contribution to the delivery of an annual tourism exhibition.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
152,684	Supplies & Services	62,338	62,338	52,338	52,338	52,338	52,338
53,727	Support Services - Charges In	54,430	57,870	62,870	63,110	63,400	63,220
(76,515)	Income	0	0	0	0	0	0
129,896	Net Expenditure	116,768	120,208	115,208	115,448	115,738	115,558

R340 - Coast Protection

This budget includes the management and maintenance of the Council's coast protection assets.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
198,933	Premises	504,797	504,797	323,797	323,797	323,797	323,797
49,660	Supplies & Services	28,860	43,860	46,480	46,480	46,480	46,480
136,140	Support Services - Charges In	183,550	206,350	242,960	234,210	227,570	226,650
466,135	Capital Charges	463,366	466,135	719,879	887,946	844,604	746,288
(8,550)	Income	(25)	(25)	(25)	(25)	(25)	(25)
842,318	Net Expenditure	1,180,548	1,221,117	1,333,091	1,492,408	1,442,426	1,343,190

R341 - Pathfinder

The schemes delivered by Pathfinder were for the most part complete by March 2013. There is some residual expenditure under the schemes, and costs associated with the Integrated Coastal Management Fund are included in this service.

2011/12 Actual	2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£	£	£	£	£	£	£
338,184 Premises	0	0	0	0	0	0
421 Transport	0	0	0	0	0	0
170,670 Supplies & Services	0	95,124	7,697	7,697	7,697	7,697
148,716 Support Services - Charges In	10,490	0	0	0	0	0
256,871 Capital Charges	0	0	0	0	0	0
(338,184) Income	0	0	0	0	0	0
576,678 Net Expenditure	10,490	95,124	7,697	7,697	7,697	7,697

R371 - Housing Strategy

Responsible for developing, monitoring and implementing the Housing Strategy. Main workstreams of the team are delivering more affordable housing, reducing the number of empty homes and assessing dwelling condition to ensure that homes across the district are safe and free from hazards including taking enforcement action to secure improvements where needed.

2011/12 Actual	2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£	£	£	£	£	£	£
844,431 Supplies & Services	1,094,216	3,105,798	1,479,608	1,930	1,930	1,930
137,479 Support Services - Charges In	131,490	115,530	111,710	72,150	72,590	72,570
(188,056) Income	0	(50,996)	0	0	0	0
793,854 Net Expenditure	1,225,706	3,170,332	1,591,318	74,080	74,520	74,500

R391 - Regeneration Management

This budget covers the direct management costs of the Council's Regeneration, Economic Development and Tourism Promotion activities. The costs are fully recharged to the services they support.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
127,452	Employee	130,189	169,169	226,861	213,090	199,360	199,360
1,196	Transport	1,925	3,379	3,851	3,851	3,851	3,851
5,266	Supplies & Services	5,555	5,555	5,555	5,555	5,555	5,555
124,651	Support Services - Charges In	124,880	91,940	89,260	89,200	89,310	88,500
(258,565)	Support Services - Charges Out	(262,549)	(270,043)	(325,527)	(296,696)	(298,076)	(297,266)
0	Net Expenditure	0	0	0	15,000	0	0

R398 - Health and Wellbeing

Responsible for contributing to the development of housing strategies and policies which support the delivery of housing and services for vulnerable members of our society in particular older people and disabled people. Assisting disabled people in the adaptation of their homes through the provision of Disabled Facilities Grant delivered through the Integrated Housing Adaptations Team and Home Improvement Agency and where this is not the best course of action to assist in finding suitable alternative accommodation. Providing information, advice and support to residents through the Stay Warm and Cosy initiative to improve the energy efficiency of their homes and thus alleviating fuel poverty.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
174,419	Employee	177,674	161,937	117,928	118,900	119,903	119,903
(22,861)	Premises	0	0	0	0	0	0
8,061	Transport	10,856	6,200	6,389	6,389	6,389	6,389
811,156	Supplies & Services	1,842,127	2,087,363	1,353,776	653,776	431,354	3,776
522,733	Support Services - Charges In	545,690	513,230	320,620	322,580	323,820	322,060
(345,392)	Support Services - Charges Out	(359,396)	(343,052)	(179,713)	(180,585)	(181,388)	(180,528)
(527,224)	Income	(501,000)	(443,000)	(443,000)	0	0	0
620,892	Net Expenditure	1,715,951	1,982,678	1,176,000	921,060	700,078	271,600

R402 - Property Information

This section provides services including Land Charges and Property Searches, Street Naming and Numbering, and Geographical Information Systems (G.I.S). Key areas of responsibility are the maintenance of the statutory Land Charge Register and completion of Property Searches, maintenance of the Local Land and Property Gazetteer (LLPG), and the development and management of the Councils' electronic mapping and associated data systems.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
94,242	Employee	96,714	95,252	94,713	95,259	95,822	95,822
41	Transport	0	150	0	0	0	0
42,255	Supplies & Services	45,337	49,392	45,337	45,337	45,337	45,337
71,340	Transfer Payments	71,339	71,339	71,339	71,339	71,339	71,339
82,844	Support Services - Charges In	87,560	91,270	86,440	86,480	86,020	85,250
(167,384)	Income	(200,000)	(186,000)	(206,000)	(208,000)	(208,000)	(208,000)
123,338	Net Expenditure	100,950	121,403	91,829	90,415	90,518	89,748

R412 - Environmental Strategy

This service ensures that the Council acts in an environmentally sustainable way when carrying out its activities and functions. Similarly, it enables and encourages the implementation of environmental sustainability within the community itself.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
75,258	Employee	67,421	54,856	34,539	34,830	35,130	35,130
495	Transport	0	0	0	0	0	0
37,604	Supplies & Services	50,290	50,290	30,200	30,200	30,200	30,200
35,788	Support Services - Charges In	35,710	24,250	23,300	23,280	23,200	22,800
7,717	Capital Charges	7,717	7,717	7,716	7,717	7,716	0
(13,540)	Income	(11,000)	(11,000)	(11,000)	(11,000)	(11,000)	(11,000)
143,322	Net Expenditure	150,138	126,113	84,755	85,027	85,246	77,130

R415 - Communities & Localism

This budget covers staff costs and revenue expenditure in support of localism initiatives, community project development, community engagement and administration of the Big Society Fund grant scheme.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
197,489	Employee	98,660	188,272	198,446	153,488	154,782	154,782
10	Premises	2,000	2,000	2,000	2,000	2,000	2,000
2,314	Transport	5,769	2,555	6,443	5,499	5,499	5,499
100,332	Supplies & Services	486,514	736,840	455,416	89,916	73,514	73,514
117,630	Support Services - Charges In	130,310	84,800	85,700	85,820	85,950	85,270
(155,713)	Income	(707,229)	(670,232)	(883,965)	(16,402)	0	0
262,062	Net Expenditure	16,024	344,235	(135,960)	320,321	321,745	321,065

R472 - Coastal Management

This budget includes all the salary, oncosts and overheads for staff dealing with the construction and maintenance of the sea defences. Staff costs required in the preparation of the Coastal Area Action Plan are also included.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
140,985	Employee	90,852	80,127	123,145	113,989	107,099	107,099
5,433	Transport	7,428	6,529	7,406	7,218	7,077	7,077
13,770	Supplies & Services	22,521	7,521	4,901	4,901	4,901	4,901
136,969	Support Services - Charges In	105,150	76,590	73,200	73,330	73,330	72,570
(276,574)	Support Services - Charges Out	(158,161)	(164,177)	(204,212)	(194,998)	(187,967)	(187,207)
(20,583)	Income	(67,790)	(6,590)	(4,440)	(4,440)	(4,440)	(4,440)
0	Net Expenditure	0	0	0	0	0	0

Corporate Service Area

Contacts

Service	Contact	Ext.
Members Services	Nick Baker	6221
Corporate Leadership Team	Lynda McElligott	6242
Legal Services	Emma Duncan	6045

Net Cost of Service

2011/12 Actual	Service	2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
548,244	Members Services	532,068	517,503	558,987	560,147	561,157	558,417
0	Corporate Leadership Team *	0	0	0	1,570	1,570	1,570
1	Legal Services *	0	0	0	0	0	0
548,245	Net Cost of Service Area	532,068	517,503	558,987	561,717	562,727	559,987

Subjective Analysis

2011/12 Actual	Description	2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
1,181,231	Employee	1,077,257	945,146	869,833	876,912	884,219	884,219
29,925	Transport	39,355	33,728	37,545	37,545	37,545	37,545
392,199	Supplies and Services	382,088	396,215	394,415	394,415	394,415	394,415
404,522	Support Services - Charges In	383,620	306,600	290,340	290,190	289,620	284,150
(1,405,564)	Support Services - Charges Out	(1,298,802)	(1,112,736)	(972,696)	(976,895)	(982,622)	(979,892)
(54,068)	Income (External)	(51,450)	(51,450)	(60,450)	(60,450)	(60,450)	(60,450)
548,245	Total Cost of Services	532,068	517,503	558,987	561,717	562,727	559,987

* The costs of these services are fully recharged to the services they support.

Main Items of Growth and Savings/Income

Savings/Income	Amount £
Legal Services Additional external legal fee income generated.	(9,000)
TOTAL SAVINGS	<u><u>(9,000)</u></u>
NET GROWTH / (SAVINGS)	<u><u>(9,000)</u></u>

Service Area Details

R450B - Members Services

This service includes salary, oncosts and overheads for staff supporting Members and Committee administration. It also includes the cost of Members Allowances.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
81,933	Employee	85,968	91,693	143,288	144,508	145,768	145,768
20,346	Transport	24,272	21,895	23,214	23,214	23,214	23,214
284,286	Supplies & Services	288,148	285,525	280,275	280,275	280,275	280,275
162,231	Support Services - Charges In	134,080	118,790	112,610	112,550	112,300	109,560
(552)	Income	(400)	(400)	(400)	(400)	(400)	(400)
548,244	Net Expenditure	532,068	517,503	558,987	560,147	561,157	558,417

R460A - Corporate Leadership Team

This budget includes all salary, oncosts and overheads for the Corporate Leadership Team and support staff.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
822,895	Employee	717,903	569,178	461,502	465,324	469,269	469,269
8,734	Transport	11,150	7,900	7,839	7,839	7,839	7,839
14,228	Supplies & Services	18,455	35,205	38,655	38,655	38,655	38,655
137,618	Support Services - Charges In	143,490	111,120	104,770	104,780	104,650	103,040
(983,465)	Support Services - Charges Out	(890,998)	(723,403)	(612,766)	(615,028)	(618,843)	(617,233)
(10)	Income	0	0	0	0	0	0
0	Net Expenditure	0	0	0	1,570	1,570	1,570

R481 - Legal Services

This service includes all employee expenses for staff dealing with legal issues on behalf of the Council and its services and any fee income received from external work undertaken by Eastlaw on behalf of external clients.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
276,403	Employee	273,386	284,275	265,043	267,080	269,182	269,182
845	Transport	3,933	3,933	6,492	6,492	6,492	6,492
93,685	Supplies & Services	75,485	75,485	75,485	75,485	75,485	75,485
104,673	Support Services - Charges In	106,050	76,690	72,960	72,860	72,670	71,550
(422,099)	Support Services - Charges Out	(407,804)	(389,333)	(359,930)	(361,867)	(363,779)	(362,659)
(53,506)	Income	(51,050)	(51,050)	(60,050)	(60,050)	(60,050)	(60,050)
1	Net Expenditure	0	0	0	0	0	0

Customer Services Service Area*Head of Service: Jan Hodgett***Contacts**

Service	Contact	Ext.
IT - Support Services	Helen Mitchell	6118
Tic'S	Jane Wisson	6096
Home Improvement Agency	Lisa Grice	6164
Homelessness	Lisa Grice	6164
Housing Customer Services	Lisa Grice	6164
Transport	Jan Hodgett	6079
Publicity	Jan Hodgett	6079
Graphical Info System	Helen Mitchell	6118
Media & Communications	Luke Munday	6039
Customer Services - Corporate	Jan Hodgett	6079

Net Cost of Service

2011/12 Actual	Service	2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
0	IT Support Services *	(6,560)	0	0	(1)	(1)	(1)
239,093	Tourist Information Centres	284,048	266,617	237,296	228,238	225,344	220,805
(3,300)	Home Improvement Agency	6,300	6,300	6,860	6,300	6,300	6,300
(39,187)	Homelessness	(169,662)	(195,815)	(549)	136,742	374,132	371,902
(240)	Customer Services - Housing *	(192,306)	0	0	0	0	0
50,203	Transport	46,490	41,360	39,220	38,850	38,320	38,070
83,753	Publicity	98,718	59,248	31,080	31,150	31,210	31,070
0	Graphical Information System *	0	0	0	0	0	0
1	Media and Communications *	0	0	0	0	0	0
1	Customer Services *	0	0	0	0	0	0
330,324	Net Cost of Service Area	67,028	177,710	313,907	441,279	675,305	668,146

Subjective Analysis

2011/12 Actual	Description	2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
1,555,726	Employee	1,592,308	1,838,227	1,347,928	1,347,292	1,357,069	1,357,069
45,631	Premises	29,927	30,424	29,363	26,377	26,377	26,377
11,393	Transport	18,377	25,012	18,509	18,509	18,509	18,509
919,225	Supplies and Services	894,546	903,007	879,835	873,535	861,086	857,086
1,164,509	Support Services - Charges In	1,390,180	1,243,990	1,106,450	1,105,220	1,104,060	1,093,450
(2,823,231)	Support Services - Charges Out	(3,344,385)	(3,306,720)	(2,688,043)	(2,679,621)	(2,662,962)	(2,610,746)
135,331	Capital Charges	153,497	123,928	141,986	137,137	93,287	48,522
(678,260)	Income (External)	(667,422)	(680,158)	(522,121)	(387,170)	(122,121)	(122,121)
330,324	Total Cost of Services	67,028	177,710	313,907	441,279	675,305	668,146

* The costs of these services are fully recharged to the services they support.

Main Items of Growth and Savings/Income

Growth	Amount £
It - Support Services	
Inflation on IT contracts	5,178
TOTAL GROWTH	<u><u>5,178</u></u>
Savings/Income	Amount £
It - Support Services	
Pay and grading implementation costs offset by savings resulting from the Management restructure and the review of the leased car policy	(28,705)
Publicity	
Saving resulting from no longer producing the Outlook magazine	(26,000)
TOTAL SAVINGS	<u><u>(54,705)</u></u>
NET GROWTH / (SAVINGS)	<u><u>(49,527)</u></u>

Service Area Details

R261 - IT Support Services

This budget includes salary, oncosts and overheads for staff dealing with the provision of Information and Communication Technology (ICT) support including Application Support, General Computer Services and Telephone Services.

The Network Service includes corporate network infrastructure, security, computer hardware, software, business continuity, telephone switches, line rentals and telephone calls.

The Applications Service includes the licence and maintenance cost of all the authorised Business Applications.

2011/12 Actual	2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£	£	£	£	£	£	£
391,112 Employee	393,022	437,036	364,214	367,198	370,279	370,279
44 Premises	0	0	0	0	0	0
1,059 Transport	2,400	2,400	3,344	3,344	3,344	3,344
477,020 Supplies & Services	491,874	464,810	494,540	494,540	494,540	494,540
109,381 Support Services - Charges In	121,680	128,060	117,240	116,680	116,370	115,500
(1,041,282) Support Services - Charges Out	(1,082,708)	(1,094,794)	(1,055,425)	(1,052,445)	(1,045,824)	(1,001,990)
62,896 Capital Charges	67,582	62,898	77,997	72,592	63,200	20,236
(230) Income	(410)	(410)	(1,910)	(1,910)	(1,910)	(1,910)
0 Net Expenditure	(6,560)	0	0	(1)	(1)	(1)

R311 - Tourist Information Centres

The operation of Tourist Information Centres at Cromer, Sheringham, Wells and Holt are provided for by this budget, and include all associated direct costs.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
135,356	Employee	145,456	139,568	106,647	107,195	107,762	107,762
41,052	Premises	29,927	30,424	29,363	26,377	26,377	26,377
707	Transport	1,486	1,486	1,336	1,336	1,336	1,336
63,542	Supplies & Services	62,216	62,216	62,036	55,736	52,736	48,736
74,225	Support Services - Charges In	77,590	65,550	62,520	62,200	61,740	61,200
8,105	Capital Charges	8,105	8,105	8,105	8,105	8,104	8,105
(83,894)	Income	(40,732)	(40,732)	(32,711)	(32,711)	(32,711)	(32,711)
239,093	Net Expenditure	284,048	266,617	237,296	228,238	225,344	220,805

R370C - Home Improvement Agency

Care and Repair is a Home Improvement Agency for residents in North Norfolk, Broadland and South Norfolk. Care and Repair helps people over the age of 60 and those with disabilities or long term ill health who want to remain independent and continue to live in their own home. Most of the costs of running the service are recovered from a £300 fee paid by the customer. The budget represents the estimated shortfall in funding which is payable to South Norfolk District Council who manage the service.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
(3,300)	Supplies & Services	6,300	6,300	6,300	6,300	6,300	6,300
0	Support Services - Charges In	0	0	560	0	0	0
(3,300)	Net Expenditure	6,300	6,300	6,860	6,300	6,300	6,300

R372 - Homelessness

This budget includes all costs associated with homelessness, including staff time, bed and breakfast costs, severe weather emergency protocol, homelessness prevention and general advice. The income includes VAT shelter receipts, which are used to fund capital expenditure. This is due to finish in 2014/15.

2011/12 Actual	2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£	£	£	£	£	£	£
4,535 Premises	0	0	0	0	0	0
82 Transport	0	0	0	0	0	0
133,094 Supplies & Services	47,802	67,301	57,251	57,251	47,802	47,802
306,845 Support Services - Charges In	316,000	284,210	356,070	357,410	358,790	357,100
47,716 Capital Charges	47,716	20,130	23,130	24,130	4,540	4,000
(531,459) Income	(581,180)	(567,456)	(437,000)	(302,049)	(37,000)	(37,000)
(39,187) Net Expenditure	(169,662)	(195,815)	(549)	136,742	374,132	371,902

R394 - Customer Services - Housing

This budget includes all the salary, oncosts and overheads for staff dealing with Housing functions. The costs are fully recharged to the services they support.

2011/12 Actual	2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£	£	£	£	£	£	£
347,890 Employee	353,557	521,562	221,218	222,956	224,750	224,750
4,559 Transport	6,474	13,129	5,263	5,263	5,263	5,263
8,933 Supplies & Services	8,101	11,877	8,861	8,861	8,861	8,861
167,856 Support Services - Charges In	353,620	289,090	133,780	133,440	133,090	131,340
(529,552) Support Services - Charges Out	(914,058)	(835,658)	(369,122)	(370,520)	(371,964)	(370,214)
74 Income	0	0	0	0	0	0
(240) Net Expenditure	(192,306)	0	0	0	0	0

R411 - Transport

This service includes the checking and issuing of railcards and bus pass applications for the concessionary travel scheme. It is a national concessionary scheme which allows free bus travel nationwide for eligible pass holders (either over 60 or eligible under grounds of disability). Bus operators are reimbursed for revenue foregone due to the concessionary fares scheme.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
2,647	Transport	20	0	0	0	0	0
31,331	Supplies & Services	26,000	31,500	31,500	31,500	31,500	31,500
46,397	Support Services - Charges In	48,070	42,860	40,720	40,350	39,820	39,570
(30,172)	Income	(27,600)	(33,000)	(33,000)	(33,000)	(33,000)	(33,000)
50,203	Net Expenditure	46,490	41,360	39,220	38,850	38,320	38,070

R430 - Publicity

This budget covers corporate media and communication activities.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
0	Employee	150	150	0	0	0	0
25,588	Supplies & Services	26,238	32,988	0	0	0	0
59,665	Support Services - Charges In	72,330	47,170	31,080	31,150	31,210	31,070
(1,500)	Income	0	(21,060)	0	0	0	0
83,753	Net Expenditure	98,718	59,248	31,080	31,150	31,210	31,070

R481B - Graphical Information System

Included within this service are the costs of licences, improvements and ongoing maintenance for the provision of GIS in the Authority.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
2,350	Employee	0	0	0	0	0	0
15,766	Supplies & Services	26,412	26,412	26,832	26,832	26,832	26,832
8,111	Support Services - Charges In	140	9,110	8,950	8,890	8,770	8,130
(30,007)	Support Services - Charges Out	(30,332)	(39,302)	(39,562)	(39,502)	(35,602)	(34,962)
3,780	Capital Charges	3,780	3,780	3,780	3,780	0	0
0	Net Expenditure	0	0	0	0	0	0

R481C - Media and Communications

This service includes all salary, oncosts and overheads for staff dealing with publicity, graphic design, reprographics, the website and intranet and media support across the Council.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
216,586	Employee	228,812	243,727	183,426	182,887	184,237	184,237
161	Transport	1,350	1,350	975	975	975	975
116,730	Supplies & Services	145,521	145,521	138,433	138,433	138,433	138,433
115,821	Support Services - Charges In	117,290	115,290	106,530	106,300	105,950	104,780
(439,737)	Support Services - Charges Out	(485,473)	(498,388)	(421,864)	(421,095)	(422,095)	(420,925)
(9,560)	Income	(7,500)	(7,500)	(7,500)	(7,500)	(7,500)	(7,500)
1	Net Expenditure	0	0	0	0	0	0

R481D - Customer Services

The corporate cashiering function, corporate postal and scanning, corporate complaints, management of the Tourist Information Centres and the provision of Customer Services at Cromer and Fakenham are provided for by this budget and include all salary, oncosts and overheads for associated staff.

2011/12 Actual	2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£	£	£	£	£	£	£
462,432 Employee	471,311	496,184	472,423	467,056	470,041	470,041
2,178 Transport	6,647	6,647	7,591	7,591	7,591	7,591
50,521 Supplies & Services	54,082	54,082	54,082	54,082	54,082	54,082
276,208 Support Services - Charges In	283,460	262,650	249,000	248,800	248,320	244,760
(782,653) Support Services - Charges Out	(831,814)	(838,578)	(802,070)	(796,059)	(787,477)	(782,655)
12,834 Capital Charges	26,314	29,015	28,974	28,530	17,443	16,181
(21,519) Income	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)	(10,000)
1 Net Expenditure	0	0	0	0	0	0

Development Management Service Area*Head of Service: Nicola Baker***Contacts****Service**

Development Management

Conservation & Design

Landscape

Building Control & Access

Planning Management & Community

Support

Contact

Andy Mitchell

Phil Godwin

Phil Godwin

Mike Radley

Lorraine Gray

Ext.

6158

6131

6131

6132

6129

Net Cost of Service

2011/12 Actual	Service	2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
679,534	Development Management	577,086	657,919	600,689	601,406	572,865	568,958
150,407	Conservation & Design	154,054	139,570	124,686	125,130	125,387	124,757
137,765	Landscape	153,889	172,796	136,464	136,973	137,251	136,571
100,675	Building Control & Access	96,866	86,842	73,109	75,298	77,300	75,920
6	Planning Mgt & Community Support *	15,000	0	0	0	0	0
1,068,387	Net Cost of Service Area	996,895	1,057,127	934,948	938,807	912,803	906,206

Subjective Analysis

2011/12 Actual	SUBJECTIVE ANALYSIS	2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
1,250,929	Employee	1,285,480	1,337,420	1,241,027	1,250,808	1,260,907	1,260,907
4,000	Premises	2,500	4,000	1,000	1,000	1,000	1,000
61,350	Transport	73,914	64,865	63,099	63,099	63,099	63,099
98,281	Supplies and Services	106,331	125,909	102,381	102,381	102,381	102,381
915,206	Support Services - Charges In	932,340	929,820	866,620	867,770	866,890	858,380
(476,537)	Support Services - Charges Out	(459,959)	(475,400)	(432,152)	(434,304)	(436,371)	(434,351)
41,018	Capital Charges	44,609	41,017	47,437	42,517	9,361	9,254
(825,860)	Income (External)	(988,320)	(970,504)	(954,464)	(954,464)	(954,464)	(954,464)
1,068,387	Total Cost of Services	996,895	1,057,127	934,948	938,807	912,803	906,206

* The costs of these services are fully recharged to the services they support.

Main Items of Growth and Savings/Income

Growth	Amount £
Development Management	
Balance of two temporary planning assistant posts, the majority of which is being funded from the Planning reserve	45,088
Employee inflation	16,265
Landscape	
Implementation of Pay and Grading review	15,080
Biodiversity work funded from the Planning reserve	8,000
Building Control and Access	
Reduced fee income as a result of adverse market conditions	58,856
TOTAL GROWTH	<u>143,289</u>

Savings/Income	Amount
	£
Development Management	
Savings relating to changes to employee car allowances	(15,548)
Staff savings following pay and grading review	(10,073)
Additional Income following the 15% increase on statutory set fees. (£50,000) was already included in the base budget	(25,000)
Conservation and Design	
Staff savings following pay and grading review	(6,274)
Savings relating to changes to employee car allowances	(5,275)
Landscape	
One off expenditure funded from the planning reserve in 2012/13	(14,000)
Building Control and Access	
Staff savings following pay and grading review	(29,186)
Staff savings following a restructure of the service	(37,457)
Planning Management & Community Support	
Staff savings following a management restructure	(12,167)
One off expenditure funded from reserves in 2012-13	(15,000)
TOTAL SAVINGS	<u>(169,980)</u>
NET GROWTH / (SAVINGS)	<u>(26,691)</u>

Service Area Details

R100 - Development Management

This service is responsible for determining applications for planning permission, listed buildings, conservation areas, advertisement consent and consents under related legislation. It also handles appeals to the Department for Communities and Local Government (DCLG) on behalf of the Council. It enforces planning and related controls. In addition, it provides advice to the public and other parties in relation to development proposals, appeals and enforcements.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
528,717	Employee	533,950	631,816	610,266	615,003	619,898	619,898
30,373	Transport	34,102	27,765	30,341	30,341	30,341	30,341
57,813	Supplies & Services	47,135	56,713	47,135	47,135	47,135	47,135
489,365	Support Services - Charges In	490,910	501,700	464,130	465,030	464,750	460,950
41,018	Capital Charges	44,609	41,017	47,437	42,517	9,361	9,254
(467,752)	Income	(573,620)	(601,092)	(598,620)	(598,620)	(598,620)	(598,620)
679,534	Net Expenditure	577,086	657,919	600,689	601,406	572,865	568,958

R102 - Conservation and Design

The Conservation and Design Team is responsible for the provision of a quality service to the community with regard to the conservation of historic buildings and their settings, and the enhancement of conservation areas. It operates heritage based schemes to assist in the regeneration of the District's historic towns and villages. It provides advice on all aspects of design in relation to new buildings.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
70,544	Employee	71,025	58,549	51,542	51,946	52,363	52,363
4,000	Premises	2,500	4,000	1,000	1,000	1,000	1,000
1,960	Transport	2,364	2,016	2,519	2,519	2,519	2,519
10,812	Supplies & Services	12,625	14,125	12,625	12,625	12,625	12,625
63,151	Support Services - Charges In	65,590	60,930	57,050	57,090	56,930	56,300
(60)	Income	(50)	(50)	(50)	(50)	(50)	(50)
150,407	Net Expenditure	154,054	139,570	124,686	125,130	125,387	124,757

R103 - Landscape

This service provides advice on countryside matters and undertakes the Council's statutory responsibilities that help to protect, conserve and enhance the countryside of North Norfolk for the benefit of the community. It handles statutory procedures in relation to tree preservation orders, tree work in conservation areas and Hedgerows Regulations 1997 and gives advice in relation to landscape, arboriculture and biodiversity within the planning system. It also deals with arboricultural matters on behalf of the Broads Authority. The service encourages and promotes countryside management through various initiatives including the Norfolk Biodiversity Partnership and the Wash and North Norfolk Special Area of Conservation Management Board. It also gives advice on agri-environment schemes and administers the Council's amenity tree planting scheme.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
43,912	Employee	47,279	57,776	40,148	40,477	40,815	40,815
5,180	Transport	4,700	4,470	3,906	3,906	3,906	3,906
8,015	Supplies & Services	19,050	27,050	14,900	14,900	14,900	14,900
81,654	Support Services - Charges In	83,860	84,500	78,510	78,690	78,630	77,950
(996)	Income	(1,000)	(1,000)	(1,000)	(1,000)	(1,000)	(1,000)
137,765	Net Expenditure	153,889	172,796	136,464	136,973	137,251	136,571

R121 - Building Control and Access

This service determines applications for building regulation approval. It inspects work at various stages, ensuring that the method of construction and materials used are such that public health, safety and welfare are protected. It enforces building regulations and gives advice to the public in relation to building control matters. This service also co-ordinates the activities of the Council which relate directly or indirectly to the provision of access for the disabled.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
265,245	Employee	301,207	250,449	239,252	241,231	243,273	243,273
23,600	Transport	32,268	30,134	24,890	24,890	24,890	24,890
9,941	Supplies & Services	13,361	13,861	13,561	13,561	13,561	13,561
158,941	Support Services - Charges In	163,680	160,760	150,200	150,410	150,370	148,990
(357,052)	Income	(413,650)	(368,362)	(354,794)	(354,794)	(354,794)	(354,794)
100,675	Net Expenditure	96,866	86,842	73,109	75,298	77,300	75,920

R150 - Planning Management & Community Support

This budget includes the management, administration and support costs of the Planning and Building Control Services that are not charged direct to the separate service headings.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
342,511	Employee	332,019	338,830	299,819	302,151	304,558	304,558
237	Transport	480	480	1,443	1,443	1,443	1,443
11,700	Supplies & Services	14,160	14,160	14,160	14,160	14,160	14,160
122,095	Support Services - Charges In	128,300	121,930	116,730	116,550	116,210	114,190
(476,537)	Support Services - Charges Out	(459,959)	(475,400)	(432,152)	(434,304)	(436,371)	(434,351)
6	Net Expenditure	15,000	0	0	0	0	0

Environmental Health Service Area*Head of Service: Steve Hems***Contacts**

Service	Contact	Ext.
Commercial Services	Ian Wheeler	6290
Rural Sewerage Schemes	Steve Hems	6182
Travellers	Mark Whitmore	6206
Licensing	Chris Cawley	6252
Street Signs	Scott Martin	6341
Pest Control	Mark Whitmore	6206
Environmental Protection	James Wilson	6274
Dog Control	Mark Whitmore	6206
Env Health - Service	Steve Hems	6182
Management		
Waste Collection & Disposal	Scott Martin	6341
Cleansing	Scott Martin	6341
Community Safety	Steve Hems	6182
Civil Contingencies	Richard Cook	6269

Net Cost of Service

2011/12 Actual	Service	2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
531,737	Commercial Team	548,659	501,229	464,536	468,214	470,622	468,442
335,441	Rural Sewerage Schemes	346,505	346,895	353,303	363,890	374,798	386,027
97,801	Travellers	97,800	99,440	101,120	101,140	101,140	101,100
108,041	Licensing	76,046	75,554	67,472	68,330	68,468	67,048
27,633	Street Signage	37,906	29,289	39,384	39,478	39,571	39,558
30,325	Pest Control	17,143	28,342	18,085	18,197	18,272	18,212
591,751	Environmental Protection	641,521	681,160	623,306	587,453	590,234	584,198
84,667	Dog Control	67,472	72,680	57,018	57,131	57,199	56,829
1	Env Health - Service Mgmt *	0	0	0	0	0	0
1,580,517	Waste Collection & Disposal	1,607,138	1,827,067	1,671,185	1,642,483	1,511,980	1,518,829
758,202	Cleansing	755,135	717,474	677,445	681,959	674,727	670,400
65,787	Community Safety	34,814	30,404	24,650	24,600	24,580	24,470
160,698	Civil Contingencies	160,869	129,713	129,328	130,102	130,473	129,673
4,372,601	Net Cost of Service Area	4,391,008	4,539,247	4,226,832	4,182,977	4,062,064	4,064,786

Subjective Analysis

2011/12 Actual	Description	2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
1,317,585	Employee	1,213,059	1,219,949	1,127,877	1,093,524	1,103,199	1,103,199
367,233	Premises	377,368	368,018	374,436	385,023	395,931	407,160
66,693	Transport	69,165	68,220	69,098	69,374	69,374	69,374
4,536,602	Supplies and Services	4,869,580	4,890,746	4,685,379	4,735,927	4,765,909	4,846,007
100	Third Party Payments	0	0	0	0	0	0
974,785	Support Services - Charges In	907,920	851,910	808,420	810,110	807,850	798,070
(288,831)	Support Services - Charges Out	(191,062)	(206,687)	(197,875)	(200,706)	(199,131)	(195,786)
549,188	Capital Charges	422,791	543,474	587,300	585,952	472,944	449,919
(3,150,754)	Income (External)	(3,277,813)	(3,196,383)	(3,227,803)	(3,296,227)	(3,354,012)	(3,413,157)
4,372,601	Total Cost of Services	4,391,008	4,539,247	4,226,832	4,182,977	4,062,064	4,064,786

* The costs of these services are fully recharged to the services they support.

Main Items of Growth and Savings/Income

Growth	Amount £
Commercial Services	
Reduction in the provision of food hygiene courses due to a team restructure	5,000
Rural Sewerage Schemes	
Inflation on Internal Drainage Board (IDB) Rates and Levies	10,392
Licensing	
Reduction in general licensing income due to closed premises (public houses, restaurants and arcades)	20,000
Waste Collection and Disposal	
Norfolk Environmental Waste Services (NEWS) processing costs	34,146
Waste haulage charge - the cost of taking waste to Caister transfer station instead of direct to Landfill - this cost is fully recharged	49,000
Reduced Fee income - this is due to a change of definition by Defra for Prescribed waste being treated as Trade waste	41,746
Loss of recycling credits - street sweepings are no longer being processed	15,585
Reduction in Profit Share (reduction in the price per tonne)	42,754
TOTAL GROWTH	<u>218,623</u>

Savings/Income	Amount £
Commercial Services	
Staff savings due to the restructure of the team and the pay and grading review	(40,773)
Licensing	
Saving resulting from the review of the Car Allowance Policy	(5,274)
Environmental Protection	
Saving resulting from the review of car allowances and the pay and grading review	(24,395)
Waste Collection and Disposal	
Kier contract savings	(105,211)
Reduced disposal costs for trade waste customers	(85,473)
One-off procurement costs for the Materials Recycling Facility (MRF)	(23,000)
Staff savings	(6,555)
Additional fee income from increased number of garden bins	(29,725)
Recharging for Tipping Away	(49,000)
Cleansing	
Payment for cleansing survey National Indicator 195 (Cleanliness Indicator) no longer required	(15,000)
Kier contract savings	(32,415)
Reduction in establishment	(9,007)
Additional income from Parish and Town Councils for recharges from emptying of dog and litter bins	(3,861)
Community Safety	
Reduction for the contribution for the mainstream analyst	(6,984)
TOTAL SAVINGS	<u>(436,673)</u>
NET GROWTH / (SAVINGS)	<u>(218,050)</u>

Service Area Details

R111A - Commercial Team

This budget includes the Commercial Team of Environmental Health, and incorporates the following:

- Food Safety - to ensure the effective performance of the food safety, food hygiene and other regulatory enforcement duties placed on the Council.
- Occupational Health & Safety - to ensure the effective performance of the health, safety and other regulatory enforcement duties placed on the Council.
- The implementation and enforcement of the Private Water Supplies Regulations 2009.
- Investigation of cases of various infectious diseases.

It also includes the promotion of good practices in health, safety and hygiene. Courses are organised and provided for businesses and members of the general public for food hygiene.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
335,250	Employee	375,722	371,483	334,926	338,028	340,946	340,946
19,232	Transport	20,332	19,741	19,855	20,131	20,131	20,131
16,998	Supplies & Services	10,439	9,939	10,939	10,939	10,939	10,939
183,579	Support Services - Charges In	171,600	129,000	123,750	124,050	123,540	121,360
(23,322)	Income	(29,434)	(28,934)	(24,934)	(24,934)	(24,934)	(24,934)
531,737	Net Expenditure	548,659	501,229	464,536	468,214	470,622	468,442

R114 - Rural Sewerage Schemes

This budget provides for the payment of levies due to the two Internal Drainage Boards which operate in the District.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
335,441	Premises	346,505	346,505	352,923	363,510	374,418	385,647
0	Support Services - Charges In	0	390	380	380	380	380
335,441	Net Expenditure	346,505	346,895	353,303	363,890	374,798	386,027

R115 - Travellers

This budget provides for the Temporary Stopping Places at Cromer and Fakenham. It includes the annual lease costs and the provision of facilities and services to the site when occupied. The income budget allows for the recovery of costs through the collection of contributions from the occupiers.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
3,181	Premises	6,800	2,900	2,900	2,900	2,900	2,900
44,771	Supplies & Services	36,097	33,997	33,997	33,997	33,997	33,997
0	Support Services - Charges In	0	1,640	3,320	3,340	3,340	3,300
97,800	Capital Charges	97,800	97,800	97,800	97,800	97,800	97,800
(47,951)	Income	(42,897)	(36,897)	(36,897)	(36,897)	(36,897)	(36,897)
97,801	Net Expenditure	97,800	99,440	101,120	101,140	101,140	101,100

R117 - Licensing

This service deals with the regulation of a range of establishments and activities, through the issue of licences and permits, and in partnership with other agencies, undertakes monitoring and enforcement to secure compliance with the relevant legislation and licensing conditions. This service covers animal establishments, alcohol sales, entertainment venues, collections, street trading and taxis.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
96,010	Employee	94,598	88,656	88,890	89,498	90,126	90,126
112	Premises	0	0	0	0	0	0
280	Transport	651	651	1,595	1,595	1,595	1,595
18,648	Supplies & Services	20,040	20,040	20,040	20,040	20,040	20,040
165,203	Support Services - Charges In	150,940	136,390	127,130	127,380	126,890	125,470
(172,212)	Income	(190,183)	(170,183)	(170,183)	(170,183)	(170,183)	(170,183)
108,041	Net Expenditure	76,046	75,554	67,472	68,330	68,468	67,048

R117B - Street Signage

This service deals with the Council function of providing and repairing street name plates

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
5,497	Employee	10,181	3,933	9,671	9,757	9,847	9,847
3,917	Premises	4,500	1,000	1,000	1,000	1,000	1,000
1,153	Transport	2,352	2,352	2,352	2,352	2,352	2,352
10,817	Supplies & Services	10,403	13,903	13,903	13,903	13,903	13,903
558	Support Services - Charges In	510	2,410	2,310	2,320	2,320	2,310
5,691	Capital Charges	9,960	5,691	10,148	10,146	10,149	10,146
27,633	Net Expenditure	37,906	29,289	39,384	39,478	39,571	39,558

R118 - Pest Control

This service aims to prevent the build up of infestations of key pests through advice and enforcement.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
20,525	Employee	9,527	19,766	9,669	9,751	9,836	9,836
0	Premises	90	90	90	90	90	90
4,908	Transport	2,991	2,991	2,991	2,991	2,991	2,991
1,993	Supplies & Services	2,400	2,400	2,400	2,400	2,400	2,400
6,752	Support Services - Charges In	6,080	7,040	6,880	6,910	6,900	6,840
(3,853)	Income	(3,945)	(3,945)	(3,945)	(3,945)	(3,945)	(3,945)
30,325	Net Expenditure	17,143	28,342	18,085	18,197	18,272	18,212

R119A - Environmental Protection

The Environmental Protection team provides reactive response to complaints and programmed monitoring schemes.

This service includes the following:

- Air Quality Management - including Environmental Permitting
- Contaminated Land - inspection and enforcement of contaminated land sites
- Enviro-crimes - including abandoned vehicles, fly-tipping, littering and dog fouling
- Nuisance Investigations - noise, odour and smoke
- Assisted Burials - which finances burials of those where no other arrangements are being made
- Drainage - investigation of land drainage and flooding issues
- Travellers - which includes time spent by officers on the implementation of Council policies with regard to gypsies and travellers

2011/12 Actual	2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£	£	£	£	£	£	£
343,951 Employee	398,835	400,321	377,092	336,266	339,545	339,545
19,010 Transport	19,667	19,575	18,459	18,459	18,459	18,459
57,275 Supplies & Services	62,279	77,764	55,875	56,112	55,854	55,728
191,356 Support Services - Charges In	176,070	198,830	187,210	187,770	187,530	185,220
3,600 Capital Charges	3,600	3,600	3,600	3,600	3,600	0
(23,441) Income	(18,930)	(18,930)	(18,930)	(14,754)	(14,754)	(14,754)
591,751 Net Expenditure	641,521	681,160	623,306	587,453	590,234	584,198

R120 - Dog Control

This service aims to achieve effective implementation of current legislation relating to dog control and stray dogs. Advice on responsible dog ownership is also provided.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
30,793	Employee	14,287	29,645	14,503	14,626	14,754	14,754
0	Premises	10	10	10	10	10	10
7,361	Transport	4,482	4,482	4,482	4,482	4,482	4,482
17,319	Supplies & Services	19,293	19,293	19,293	19,293	19,293	19,293
30,860	Support Services - Charges In	29,900	19,750	19,230	19,220	19,160	18,790
(1,666)	Income	(500)	(500)	(500)	(500)	(500)	(500)
84,667	Net Expenditure	67,472	72,680	57,018	57,131	57,199	56,829

R151 - Environmental Health - Service Management

This unit includes all salary, oncosts and overheads for staff within the Environmental Health Service Area. The costs are fully recharged to the individual service headings that it supports.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
203,772	Employee	92,185	94,859	89,183	89,815	90,468	90,468
15	Premises	0	0	0	0	0	0
3,275	Transport	4,475	4,475	5,419	5,419	5,419	5,419
31,309	Supplies & Services	43,466	42,896	42,896	42,896	42,896	42,896
38,452	Support Services - Charges In	40,170	56,790	53,690	53,610	53,260	53,050
(288,831)	Support Services - Charges Out	(191,062)	(206,687)	(197,875)	(200,706)	(199,131)	(195,786)
12,482	Capital Charges	11,616	8,317	7,337	9,616	7,738	4,603
(473)	Income	(850)	(650)	(650)	(650)	(650)	(650)
1	Net Expenditure	0	0	0	0	0	0

R316 - Waste Collection and Disposal

This service aims to ensure that all municipal waste handled by the Council is effectively collected and transported to appropriate sites for disposal or recycling. Embraced under this heading are household and commercial refuse collections, garden waste (for composting), household and commercial recycling collections and recycling banks. This service is delivered by a number of contractors, the largest being Kier Street Services Ltd (collection and composting services) and Norfolk Environmental Waste Services Ltd (NEWS) (recycling services).

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
150,614	Employee	107,547	122,597	117,942	119,005	120,099	120,099
9,781	Premises	7,053	7,053	7,053	7,053	7,053	7,053
7,476	Transport	9,199	9,199	9,199	9,199	9,199	9,199
3,585,152	Supplies & Services	3,909,802	3,925,835	3,783,073	3,827,741	3,864,051	3,947,239
100	Third Party Payments	0	0	0	0	0	0
	Support Services - Charges						
240,036	In	228,050	230,020	216,660	217,120	216,760	214,550
429,615	Capital Charges	299,815	428,066	468,415	464,790	353,657	337,370
<u>(2,842,257)</u>	Income	<u>(2,954,328)</u>	<u>(2,895,703)</u>	<u>(2,931,157)</u>	<u>(3,002,425)</u>	<u>(3,058,839)</u>	<u>(3,116,681)</u>
1,580,517	Net Expenditure	1,607,138	1,827,067	1,671,185	1,642,483	1,511,980	1,518,829

R317 - Cleansing

This service aims to ensure that the District is kept clean to within acceptable standards, and that all litter is effectively collected and transported to appropriate sites for disposal or recycling. Embraced under this heading are street litter collections (including the emptying of litter and dog waste bins), road detritus sweeping, fly tipping removal and night soil collection. This service is operated by Kier Street Services Ltd.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
35,895	Employee	42,056	18,902	14,481	14,684	14,893	14,893
9,319	Premises	10,120	10,120	10,120	10,120	10,120	10,120
1,572	Transport	1,293	1,293	1,293	1,293	1,293	1,293
727,026	Supplies & Services	717,932	705,300	670,568	676,211	670,141	667,177
19,943	Support Services - Charges In	20,480	22,500	21,590	21,590	21,590	21,530
(35,553)	Income	(36,746)	(40,641)	(40,607)	(41,939)	(43,310)	(44,613)
758,202	Net Expenditure	755,135	717,474	677,445	681,959	674,727	670,400

R413 - Community Safety

This unit provides the funding towards the North Norfolk Operational Partnership Team whose aim is to reduce crime, disorder and anti-social behaviour across the District. The OPT coordinates partner activities and discharges the Councils statutory responsibilities under the Crime & Disorder Act 1998.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
43,829	Employee	0	0	0	0	0	0
694	Transport	0	0	0	0	0	0
13,295	Supplies & Services	26,984	26,984	20,000	20,000	20,000	20,000
7,969	Support Services - Charges In	7,830	3,420	4,650	4,600	4,580	4,470
65,787	Net Expenditure	34,814	30,404	24,650	24,600	24,580	24,470

R420 - Civil Contingencies

This service provides facilities to aid the prevention of flooding incidents and ensures that equipment, expertise, labour, etc. are available in readiness for emergencies. It also covers the protection of the public's health and safety before, during and after such incidents. This service also enables the Council to meet its obligations in the event of a major incident. The Civil Contingencies Act 2004 also details the need for Local Authorities to put in place Business Continuity measures to ensure the Authority can function in the event of internal/external events effecting the Council.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
51,449	Employee	68,121	69,787	71,520	72,094	72,685	72,685
5,467	Premises	2,290	340	340	340	340	340
1,732	Transport	3,723	3,461	3,453	3,453	3,453	3,453
11,999	Supplies & Services	10,445	12,395	12,395	12,395	12,395	12,395
90,077	Support Services - Charges In	76,290	43,730	41,620	41,820	41,600	40,800
(26)	Income	0	0	0	0	0	0
160,698	Net Expenditure	160,869	129,713	129,328	130,102	130,473	129,673

Finance Service Area*Head of Service: Karen Sly***Contacts**

Service	Contact	Ext.
Local Taxation	Louise Wolsey	6081
Benefits	Louise Wolsey	6081
Treasury Management	Tony Brown	6126
Discretionary Rate Relief	Louise Wolsey	6081
Non Distributed Costs	Karen Sly	6243
Benefits & Revenues Mgmt	Louise Wolsey	6081
Corporate Finance	Karen Sly	6243
Internal Audit	Karen Sly	6243
Central Costs	Karen Sly	6243
Corporate & Democratic Core	Karen Sly	6243

Net Cost of Service

2011/12 Actual	Service	2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
600,226	Local Taxation	564,610	569,071	514,134	516,844	519,363	515,753
584,296	Benefits	925,951	963,817	992,050	1,059,728	1,112,832	1,159,870
51,712	Treasury Management	50,430	55,820	135,161	135,544	135,772	135,755
62,952	Discretionary Rate Relief	68,018	68,000	259,702	210,000	192,000	176,000
212,000	Non Distributed Costs	0	1,600	1,580	1,580	1,580	1,570
0	Benefits & Revenues Mgmt *	0	0	0	0	0	0
0	Corporate Finance *	6,559	0	0	0	0	0
0	Internal Audit *	0	0	0	(6,000)	(12,000)	(12,000)
0	Central Costs *	0	0	0	0	0	0
1,195,607	Corporate & Democratic Core	1,158,036	1,230,113	1,072,218	1,044,356	1,047,920	1,044,650
2,706,793	Net Cost of Service Area	2,773,604	2,888,421	2,974,845	2,962,052	2,997,467	3,021,598

Subjective Analysis

2011/12 Actual	Description	2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
2,125,192	Employee	1,989,425	2,020,981	1,936,513	1,950,320	1,964,575	1,964,575
26,676	Transport	34,793	29,296	32,169	32,169	32,169	32,169
727,156	Supplies and Services	713,663	688,972	866,575	764,921	665,551	649,804
34,491,449	Transfer Payments	34,453,996	34,453,996	26,397,210	26,397,210	26,397,210	26,397,210
2,566,442	Support Services - Charges In	2,561,360	2,833,420	2,496,750	2,463,980	2,460,500	2,442,170
(1,444,041)	Support Services - Charges Out	(1,465,672)	(1,570,048)	(1,331,498)	(1,328,114)	(1,326,137)	(1,320,757)
46,567	Capital Charges	99,048	48,313	111,883	107,468	94,208	93,328
(35,832,648)	Income (External)	(35,613,009)	(35,616,509)	(27,534,757)	(27,425,902)	(27,290,609)	(27,236,901)
2,706,793	Total Cost of Services	2,773,604	2,888,421	2,974,845	2,962,052	2,997,467	3,021,598

* The costs of these services are fully recharged to the services they support.

Main Items of Growth and Savings/Income

Growth	Amount £
Benefits	
Implementaion of the pay and grading review	25,190
Reduction in grant received from Department of Works and Pensions for Benefits Administration	55,633
Non Distributed Costs	
Inflation on Added Years payments.	9,735
Corporate Finance	
Implementaion of the pay and grading review	5,734
TOTAL GROWTH	<u>96,292</u>
Savings/Income	Amount £
Local Taxation	
One off expenditure relating to the implementation of a new council tax scheme, this was funded from reserves	(30,000)
Benefits	
End of a fixed term contract	(19,851)
Corporate Finance	
Savings relating to changes to employee car allowances	(11,992)
Staff savings resulting from restructure	(12,207)
Corporate & Democratic Core	
Saving in external audit costs as a result of abolition of Audit Commission.	(50,000)
TOTAL SAVINGS	<u>(124,050)</u>
NET GROWTH / (SAVINGS)	<u>(27,758)</u>

Service Area Details

R210 - Local Taxation

This budget includes salary, oncosts and overheads for staff responsible for Council Tax Registration and Recovery. Local Taxation also brings together the costs of collecting the Council Tax to provide funding for NNDC, Norfolk County Council, Parish Councils, Drainage Boards and the Police Authority. Also included in this service are the costs of collecting Business Rates on behalf of the Government.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
434,381	Employee	415,204	411,497	412,870	416,210	419,659	419,659
4,674	Transport	5,038	4,986	4,206	4,206	4,206	4,206
109,176	Supplies & Services	202,021	205,921	206,688	164,139	88,521	88,521
425,305	Support Services - Charges In	434,210	442,030	416,400	415,770	414,840	411,230
6,876	Capital Charges	15,000	15,000	15,000	15,000	15,000	15,000
(380,186)	Income	(506,863)	(510,363)	(541,030)	(498,481)	(422,863)	(422,863)
600,226	Net Expenditure	564,610	569,071	514,134	516,844	519,363	515,753

R211 - Benefits

The Council is responsible for the administration of Housing Benefits to private tenants and Council Tax support. The Department for Works and Pensions (DWP) pays up to 100% of each benefit payment in the form of a grant to the Council to fund the service. From April 2013 the new scheme of Local Council Tax Support came into operation whereby the minimum amount of Council Tax claimants are required to pay is 8.5%. This service brings together the cost of staff and support service charges relating to the calculation of all types of benefits and Council Tax support. The Council is continuing to work on reducing fraudulent benefit payments with its involvement in benefit verification work.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
827,128	Employee	851,158	924,193	876,256	881,358	886,628	886,628
16,590	Transport	19,811	15,770	15,164	15,164	15,164	15,164
133,179	Supplies & Services	26,682	29,519	29,432	29,432	29,432	29,432
34,444,913	Transfer Payments	34,407,462	34,407,462	26,350,676	26,350,676	26,350,676	26,350,676
590,872	Support Services - Charges In	651,930	668,700	628,960	628,210	626,950	620,280
23,358	Capital Charges	75,054	24,319	85,289	82,309	71,728	71,728
(35,451,744)	Income	(35,106,146)	(35,106,146)	(26,993,727)	(26,927,421)	(26,867,746)	(26,814,038)
584,296	Net Expenditure	925,951	963,817	992,050	1,059,728	1,112,832	1,159,870

R213 - Treasury Management

This service manages the Council's investments and cash flows together with its banking, money market and capital market transactions. It includes the effective control of the risks associated with these activities, and the pursuit of optimum performance consistent with those risks. The Council's primary objective in relation to its investment activities complies with the DCLG Guidance on Local Government Investments, and it remains the security of the sum invested. The liquidity or accessibility of the investments followed by the interest earned remain important but are secondary considerations.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
0	Supplies & Services	0	0	76,161	76,404	76,652	76,905
51,712	Support Services - Charges In	50,430	55,820	59,000	59,140	59,120	58,850
51,712	Net Expenditure	50,430	55,820	135,161	135,544	135,772	135,755

R214 - Discretionary Payments

Discretionary Rate Relief can be granted to organisations run on a non-profit making basis; this rate is granted at 80%. Discretionary relief can also be given as a top up to mandatory relief and is awarded to village shops and registered charities. Top up relief rates range from 20% to 50%. The grants paid to parish councils in respect of the Local Council Tax Support Scheme are also included and account for the increase from 2013/14. The reductions given to tax payers under the scheme reduces the tax base, and the grant helps to off-set the impact of this on the parish charge.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
62,952	Supplies & Services	68,018	68,000	259,702	210,000	192,000	176,000
62,952	Net Expenditure	68,018	68,000	259,702	210,000	192,000	176,000

R219 - Non Distributed Costs

This includes elements of the overall cost of retirement benefits that cannot be charged to individual services and include past service costs, settlements and curtailments. The treatment of these costs in accordance with International Accounting Standards 19 (IAS19) requires that the cost of a pension decision is reflected in the year the decision is made and not over a number of years. Therefore, ongoing added years and actuarial strain costs are replaced with settlements and curtailments as calculated by the actuary at the year end. This treatment requires an adjustment to be made to the net cost of services with a compensating entry within the net operating expenditure shown within the General Fund Summary. Pension costs are recharged to services.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
212,000	Employee	0	0	0	0	0	0
0	Support Services - Charges In	0	1,600	1,580	1,580	1,580	1,570
212,000	Net Expenditure	0	1,600	1,580	1,580	1,580	1,570

R251 - Benefits and Revenues Management

This service includes the salary, oncost and overheads of staff involved in the management and supervision of the Council Tax and Benefit sections.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
68,750	Employee	68,798	82,688	68,653	69,221	69,807	69,807
217	Transport	500	500	1,463	1,463	1,463	1,463
2,933	Supplies & Services	3,214	3,214	3,214	3,214	3,214	3,214
37,649	Support Services - Charges In	37,230	18,450	16,800	16,820	16,830	16,640
(109,549)	Support Services - Charges Out	(109,742)	(104,852)	(90,130)	(90,718)	(91,314)	(91,124)
0	Net Expenditure	0	0	0	0	0	0

R263 - Corporate Finance

Included within this budget are salary, oncosts and overheads for staff dealing with the Financial Services function including Accountancy, Creditors, Sundry Debtors and Treasury Management.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
448,707	Employee	467,015	466,228	445,469	449,143	452,934	452,934
1,149	Transport	1,268	1,268	3,194	3,194	3,194	3,194
127,568	Supplies & Services	104,850	113,440	29,754	29,754	29,754	29,754
291,693	Support Services - Charges In	267,750	328,330	260,570	260,410	260,270	257,850
(884,822)	Support Services - Charges Out	(843,318)	(918,260)	(750,581)	(752,660)	(753,632)	(750,332)
16,333	Capital Charges	8,994	8,994	11,594	10,159	7,480	6,600
(628)	Income	0	0	0	0	0	0
0	Net Expenditure	6,559	0	0	0	0	0

R263C - Internal Audit

This budget reflects the costs of the internal audit function. NNDC is part of an internal audit consortium with four other Norfolk District Councils (South Norfolk, Broadland, Breckland and Great Yarmouth) and the Broads Authority. The audit contract is managed by South Norfolk Council and Deloitte Public Sector Internal Audit Ltd are contracted to undertake the audits within the annual audit plan.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
99,822	Supplies & Services	105,967	105,967	109,613	99,967	93,967	93,967
11,052	Support Services - Charges In	11,340	3,980	3,060	3,060	3,080	3,060
(110,874)	Support Services - Charges Out	(117,307)	(109,947)	(112,673)	(109,027)	(109,047)	(109,027)
0	Net Expenditure	0	0	0	(6,000)	(12,000)	(12,000)

R450 - Central Costs

This budget includes the cost of officer time spent on authority-wide issues and projects.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
37,756	Employee	89,656	37,787	35,090	35,385	35,690	35,690
1,538	Transport	2,246	2,249	1,941	1,941	1,941	1,941
5,563	Supplies & Services	5,583	5,583	5,583	5,583	5,583	5,583
293,939	Support Services - Charges In	297,820	391,370	335,500	332,800	328,930	327,060
(338,796)	Support Services - Charges Out	(395,305)	(436,989)	(378,114)	(375,709)	(372,144)	(370,274)
0	Net Expenditure	0	0	0	0	0	0

R450A - Corporate and Democratic Core

This budget includes the cost of maintaining statutory registers; officer time spent providing information required by the general public and completing corporate returns. Also included are the fees incurred for the external audit, which is undertaken by PriceWaterhouse Coopers LLP.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
96,470	Employee	97,594	98,588	98,175	99,003	99,857	99,857
2,508	Transport	5,930	4,523	6,201	6,201	6,201	6,201
185,963	Supplies & Services	197,328	157,328	146,428	146,428	146,428	146,428
46,536	Transfer Payments	46,534	46,534	46,534	46,534	46,534	46,534
864,220	Support Services - Charges In	810,650	923,140	774,880	746,190	748,900	745,630
(90)	Income	0	0	0	0	0	0
1,195,607	Net Expenditure	1,158,036	1,230,113	1,072,218	1,044,356	1,047,920	1,044,650

Organisational Development Service Area

*Head of Service: Julie Cooke***Contacts**

Service	Contact	Ext.
Human Resources & Payroll	Julie Cooke	6040
Insurance & Risk Management	David Smith	6050
Policy & Performance Management	Helen Thomas	6214
Registration Services	Suzanne Taylor	6046

Net Cost of Service

2011/12 Actual	Service	2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
0	Human Resources & Payroll *	0	0	0	0	0	0
1	Insurance & Risk Management *	0	0	0	0	0	0
(1)	Performance Management *	0	0	0	0	0	0
337,075	Registration Services	275,099	327,246	316,703	317,763	409,651	318,751
337,075	Net Cost of Service Area	275,099	327,246	316,703	317,763	409,651	318,751

Subjective Analysis

2011/12 Actual	Description	2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
559,615	Employee	555,385	583,840	560,212	563,274	566,633	566,633
87,231	Premises	72,246	72,246	75,975	75,975	75,975	75,975
21,619	Transport	23,193	21,979	23,764	23,764	23,764	23,764
530,905	Supplies and Services	225,199	229,199	209,954	210,254	301,154	211,154
261,594	Support Services - Charges In	283,570	367,870	348,750	348,550	348,730	345,910
(883,215)	Support Services - Charges Out	(877,565)	(940,959)	(895,023)	(897,125)	(899,676)	(897,756)
(240,674)	Income (External)	(6,929)	(6,929)	(6,929)	(6,929)	(6,929)	(6,929)
337,075	Total Cost of Services	275,099	327,246	316,703	317,763	409,651	318,751

* The costs of these services are fully recharged to the services they support.

Main Items of Growth and Savings/Income

Growth	Amount £
Personnel & Payroll Supp Svs	
Pay and grading implementation and pay award	16,320
Insurance & Risk Management	
Inflation on insurance premiums.	11,978
Policy & Performance Mgt	
Pay and grading implementation.	9,635
TOTAL GROWTH	37,933

REVENUE

ORGANISATIONAL DEVELOPMENT

Savings/Income	Amount
	£
Policy & Performance Mgt	
Reduced grant following review of all grants and contributions.	(5,000)
TOTAL SAVINGS	<u>(5,000)</u>
NET GROWTH / (SAVINGS)	<u>32,933</u>

Service Area Details

R260 - Human Resources and Payroll

Included here are the salary, oncosts and overheads for staff dealing with recruitment, learning and development, processing payroll, employee relations and employee welfare. Also included within this service is the Common Training Budget, which deals with the Council's corporate training needs.

2011/12		2012/13	2012/13	2013/14	2014/15	2015/16	2016/17
Actual		Updated	Revised	Base	Projection	Projection	Projection
£		Budget	Budget	Budget	£	£	£
259,544	Employee	288,802	312,428	318,862	320,690	322,578	322,578
828	Transport	940	940	1,884	1,884	1,884	1,884
60,538	Supplies & Services	32,058	36,058	17,797	17,797	17,797	17,797
117,111	Support Services - Charges In	124,340	121,300	113,680	113,390	113,370	112,210
(438,021)	Support Services - Charges Out	(446,140)	(470,726)	(452,223)	(453,761)	(455,629)	(454,469)
0	Net Expenditure	0	0	0	0	0	0

R263B - Insurance and Risk Management

This budget includes the payment of Council's various insurance premiums, salaries and oncosts of staff dealing with the administration of the Council's insurance policies, claims and corporate risk assessment.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
88,614	Employee	49,824	49,886	51,987	51,987	51,987	51,987
71,696	Premises	71,696	71,696	75,425	75,425	75,425	75,425
16,158	Transport	16,544	16,544	17,385	17,385	17,385	17,385
100,302	Supplies & Services	100,815	100,815	106,031	106,031	106,031	106,031
5,050	Support Services - Charges In	9,190	24,780	23,570	23,530	23,600	23,470
(281,436)	Support Services - Charges Out	(247,419)	(263,071)	(273,748)	(273,708)	(273,778)	(273,648)
(383)	Income	(650)	(650)	(650)	(650)	(650)	(650)
1	Net Expenditure	0	0	0	0	0	0

R263D - Performance Management

Included within this service are the salary and oncosts for staff dealing with Organisational Performance Management and Policy Co-ordination.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
110,557	Employee	113,741	116,281	84,991	85,605	86,238	86,238
21	Premises	0	0	0	0	0	0
3,320	Transport	5,679	4,465	4,465	4,465	4,465	4,465
24,715	Supplies & Services	35,036	35,036	30,036	30,036	30,036	30,036
32,577	Support Services - Charges In	29,550	51,380	49,560	49,550	49,530	48,900
(163,758)	Support Services - Charges Out	(184,006)	(207,162)	(169,052)	(169,656)	(170,269)	(169,639)
(7,433)	Income	0	0	0	0	0	0
(1)	Net Expenditure	0	0	0	0	0	0

R400 - Registration Services

This service includes the cost of administering and holding all Parliamentary, European, District, Town and Parish elections along with the cost of producing the annual revised Register of Electors and monthly updates.

2011/12 Actual		2012/13 Updated Budget	2012/13 Revised Budget	2013/14 Base Budget	2014/15 Projection	2015/16 Projection	2016/17 Projection
£		£	£	£	£	£	£
100,900	Employee	103,018	105,245	104,372	104,992	105,830	105,830
15,514	Premises	550	550	550	550	550	550
1,313	Transport	30	30	30	30	30	30
345,350	Supplies & Services	57,290	57,290	56,090	56,390	147,290	57,290
106,856	Support Services - Charges In	120,490	170,410	161,940	162,080	162,230	161,330
(232,858)	Income	(6,279)	(6,279)	(6,279)	(6,279)	(6,279)	(6,279)
337,075	Net Expenditure	275,099	327,246	316,703	317,763	409,651	318,751

CAPITAL

General Fund Capital Programme

As part of the budget process, the Council's General Fund Capital Programme has been reviewed and updated accordingly. The main changes to the capital programme have come about from the submission and inclusion of successful capital bids, and the re-profiling of schemes which have not progressed as originally planned, and where this has occurred, the budget provision has been slipped to 2013/14.

The General Fund Capital Programme assumes the continuation of the housing schemes for housing renovation grants which include both public sector renewal grants and disabled facility grants totalling £1,350,000 for both 2013/14 and 2014/15, and provision of affordable housing through support for Housing Associations.

The General Fund Capital Programme is summarised below showing the total value of each scheme and the NNDC contribution.
(Restated for 2013/14 updated budget following 2012/13 outturn).

Scheme - Non - Housing	NNDC	Total Scheme
North Norfolk Enterprise Innovation Centre	50,000	50,000
Rocket House	77,084	77,084
Wells Sackhouse Refurbishment	44,000	71,752
Maltings Wells	100,000	100,000
Carbon Reduction Scheme	73,379	73,379
Car Park Resurfacing and Refurbishment	361,681	361,681
Public Conveniences (Plumbing and Drainage)	15,000	15,000
Gypsy and Traveller Short Stay Stopping Facilities	0	1,409,000
Sheringham Beach Handrails	40,023	40,023
Cromer Pier Structural Works - Phase 2	1,418,631	1,418,631
Sheringham Promenade Lighting	45,000	78,000

CAPITAL

Scheme - Non - Housing	NNDC	Total Scheme
Cromer Pier and West Prom Refurbishment Project	200,000	200,000
Refurbishment Works to the Seaside Shelters	155,000	155,000
Chalet Repairs	36,000	36,000
Doctors Steps	22,000	22,000
North Lodge Park	197,000	197,000
Big Society Fund	482,000	482,000
North Walsham Regeneration Schemes	70,000	70,000
Victory Swim and Fitness Centre	54,370	54,370
Play Areas	100,000	100,000
Trade Waste Bins/ Waste Vehicle	194,784	272,700
BPR EDM Project	406,106	422,788
Personal Computer Replacement Fund	204,282	204,282
Waste Management & Environmental Health IT System	131,514	232,427
Asset Management Computer System	75,000	75,000
Probass 3	28,410	34,010
Procurement for Upgrade of Civica System	210,947	306,156
e-Financials Financial Management System Software Upgrade	33,000	33,000
Administrative Buildings	275,000	275,000

CAPITAL

Scheme - Non - Housing	NNDC	Total Scheme
Replacement of Planning Printer & Scanner	21,000	21,000
Committee Management Information System	16,000	16,000
Sub total	5,137,211	6,903,283
Coast Protection		
Cromer Coast Protection Scheme 982 and SEA	0	10,400,000
Pathfinder Project	0	1,967,015
Cromer to Winterton Scheme	0	110,000
Coastal Erosion Assistance	0	60,000
Total Non Housing Capital Programme	5,137,211	19,440,298
Scheme - Housing	NNDC	Total Scheme
Empty Homes	200,000	200,000
Equity Loans	0	47,000
Strategic Housing & Choice Based Lettings System	120,650	120,650
Housing Renovation Grants		
Private Sector Renewal Grants		1,407,091
Disabled Facilities Grants		2,600,114

CAPITAL

Scheme - Housing	NNDC	Total Scheme
Housing Associations		2,093,578
Total Housing Capital Programme	320,650	6,468,434
Total General Fund Capital Programme	5,457,861	25,908,732

CAPITAL

GENERAL FUND CAPITAL PROGRAMME 2013/14 to 2015/16

<u>Scheme</u>	Scheme Total Current Estimate	Pre 31/3/13 Actual Expenditure	Updated Budget 2013/14	<u>Updated Budget 2014/15</u>	Updated Budget 2015/16
	£	£	£	£	£
Jobs and the Local Economy					
North Norfolk Enterprise Innovation Centre	50,000	10,295	39,705	0	0
Financed by;					
NNDC (Capital Receipts)	50,000				
Rocket House	77,084	26,928	50,156	0	0
Financed by;					
NNDC (Capital Receipts)	77,084				
Wells Sackhouse Refurbishment	71,752	45,029	26,723	0	0
Financed by;					
Other Contributions	27,752				
NNDC (Capital Receipts)	44,000				

CAPITAL

<u>Scheme</u>	Scheme Total Current Estimate	Pre 31/3/13 Actual Expenditure	Updated Budget 2013/14	<u>Updated Budget 2014/15</u>	Updated Budget 2015/16
	£	£	£	£	£
Maltings Wells	100,000	0	100,000	0	0
<i>Financed by;</i>					
<i>NNDC (Capital Receipts)</i>	100,000				
 Carbon Reduction Scheme	 73,379	 68,379	 5,000	 0	 0
<i>Financed by;</i>					
<i>NNDC (Cap Receipts - Carbon Reduction Fund)</i>	73,379				
 Car Park Resurfacing and Refurbishment	 361,681	 207,758	 153,923	 0	 0
<i>Financed by;</i>					
<i>NNCD (Capital Receipts)</i>	361,681				
 Public Conveniences (Plumbing and Drainage)	 15,000	 0	 15,000	 0	 0
<i>Financed by;</i>					
<i>NNCD (Capital Receipts)</i>	15,000				
	748,896	358,389	390,507	0	0

CAPITAL

<u>Scheme</u>	Scheme Total Current Estimate	Pre 31/3/13 Actual Expenditure	Amended Budget 2013/14	<u>Updated Budget 2014/15</u>	Updated Budget 2015/16
	£	£	£	£	£

Housing and Infrastructure

Housing Renovation Grants

Private Sector Renewal Grants

Annual programme			552,091	500,000	355,000
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Financed by;

NNDC (Capital Receipts)

Disabled Facilities Grants

Annual programme			977,536	850,000	772,578
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Financed by;

Specified Capital Grant

NNDC (Capital Receipts)

Housing Associations

Annual programme			2,093,578	0	0
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Financed by;

NNDC (Capital Receipts)

NNDC (Capital Projects Reserve)

Affordable Housing Contributions

CAPITAL

<u>Scheme</u>	Scheme Total Current Estimate	Pre 31/3/13 Actual Expenditure	Amended Budget 2013/14	<u>Updated Budget 2014/15</u>	Updated Budget 2015/16
	£	£	£	£	£
Strategic Housing & Choice Based Lettings System	120,650	100,650	20,000	0	0
<i>Financed by;</i>					
<i>NNDC (Capital receipts)</i>	113,950				
<i>Capital Projects Reserve</i>	6,700				
Empty Homes	200,000	950	199,050	0	0
<i>Financed by;</i>					
<i>NNDC (Capital receipts)</i>	200,000				
Equity Loans	47,000	19,845	27,155	0	0
<i>Financed by;</i>					
<i>Other Grants (EERA)</i>	47,000				
	367,650	121,445	3,869,411	1,350,000	1,127,578

CAPITAL

<u>Scheme</u>	Scheme Total Current Estimate	Pre 31/3/13 Actual Expenditure	Amended Budget 2013/14	<u>Updated Budget 2014/15</u>	Updated Budget 2015/16
	£	£	£	£	£
Coast, Countryside and Built Heritage					
Gypsy and Traveller Short Stay Stopping Facilities	1,409,000	1,103,354	45,646	40,000	220,000
<i>Financed by:</i>					
<i>Grant</i>	1,409,000				
Sheringham Beach Handrails	40,023	37,028	2,995	0	0
<i>Financed by:</i>					
<i>NNDC (Capital Projects Reserve)</i>	5,023				
<i>NNDC (Capital Receipts)</i>	35,000				
Cromer Pier Structural Works - Phase 2	1,418,631	691,976	726,655	0	0
<i>Financed by:</i>					
<i>NNDC (Capital Receipts)</i>	1,418,631				
Sheringham Promenade Lighting	78,000	67,498	10,502	0	0
<i>Financed by:</i>					
<i>NNDC (Capital Receipts)</i>	45,000				
<i>Other Contributions</i>	33,000				
Cromer Pier and West Prom Refurbishment Project	200,000	110	199,890	0	0
<i>Financed by:</i>					
<i>NNDC (Capital Receipts)</i>	200,000				

CAPITAL

<u>Scheme</u>	Scheme Total Current Estimate	Pre 31/3/13 Actual Expenditure	Amended Budget 2013/14	<u>Updated Budget 2014/15</u>	Updated Budget 2015/16
	£	£	£	£	£
Refurbishment Works to the Seaside Shelters	155,000	33,449	121,551	0	0
<i>Financed by:</i>					
<i>NNDC (Capital Receipts)</i>	155,000				
Cromer Coast Protection Scheme 982 and SEA	10,400,000	320,710	9,636,290	443,000	0
<i>Financed by:</i>					
<i>Environment Agency Grant</i>	10,400,000				
Pathfinder Project	1,967,015	1,654,783	312,232	0	0
<i>Financed by:</i>					
<i>DEFRA Grant</i>	1,967,015				
Cromer to Winterton Scheme	110,000	56,623	53,377	0	0
<i>Financed by:</i>					
<i>Environment Agency Grant</i>	110,000				
Coastal Erosion Assistance	60,000	0	60,000	0	0
<i>Financed by:</i>					
<i>Government Grant</i>	60,000				

CAPITAL

<u>Scheme</u>	Scheme Total Current Estimate	Pre 31/3/13 Actual Expenditure	Amended Budget 2013/14	<u>Updated Budget 2014/15</u>	Updated Budget 2015/16
	£	£	£	£	£
Chalet Repairs	36,000	262	35,738	0	0
<i>Financed by;</i>					
<i>NNCD (Capital Receipts)</i>	36,000				
Doctors Steps	22,000	262	21,738	0	0
<i>Financed by;</i>					
<i>NNCD (Capital Receipts)</i>	22,000				
	15,895,669	3,966,054	11,226,615	483,000	220,000

CAPITAL

<u>Scheme</u>	Scheme Total Current Estimate	Pre 31/3/13 Actual Expenditure	Amended Budget 2013/14	<u>Updated Budget 2014/15</u>	Updated Budget 2015/16
	£	£	£	£	£
Localism					
North Lodge Park	197,000	732	196,268	0	0
<i>Financed by;</i>					
<i>NNCD (Capital Receipts)</i>	197,000				
Big Society Fund	482,000	282,000	200,000	0	0
<i>Financed by:</i>					
<i>NNDC (Capital Receipts)</i>	482,000				
<i>Other Contributions (2nd Homes)</i>	0				
North Walsham Regeneration Schemes	70,000	17,045	52,955	0	0
<i>Financed by:</i>					
<i>NNDC (Capital Receipts)</i>	70,000				
Victory Swim and Fitness Centre	54,370	0	54,370	0	0
<i>Financed by;</i>					
<i>NNCD (Capital Receipts)</i>	54,370				
Play Areas	100,000	0	100,000	0	0
<i>Financed by;</i>					
<i>NNCD (Capital Receipts)</i>	100,000				
	903,370	299,777	603,593	0	0

CAPITAL

<u>Scheme</u>	Scheme Total Current Estimate	Pre 31/3/13 Actual Expenditure	Amended Budget 2013/14	<u>Updated Budget 2014/15</u>	Updated Budget 2015/16
	£	£	£	£	£
Delivering the Vision					
Trade Waste Bins/ Waste Vehicle	272,700	151,012	121,688	0	0
<i>Financed by:</i>					
<i>NNDC (Capital Receipts)</i>	194,784				
<i>LPSA Grant</i>	77,916				
BPR EDM Project	422,788	282,248	140,540	0	0
<i>Financed by:</i>					
<i>Planning Delivery Grant/Housing and Planning Delivery Grant</i>	16,682				
<i>Capital Projects Reserve</i>	5,967				
<i>NNDC (Capital Receipts)</i>	400,139				
Personal Computer Replacement Fund	204,282	144,282	20,000	20,000	20,000
<i>Financed by:</i>					
<i>NNDC (Capital Receipts)</i>	160,033				
<i>NNDC (RCCO)</i>	44,249				
Waste Management & Environmental Health IT System	232,427	215,933	16,494	0	0
<i>Financed by:</i>					
<i>NNDC (Capital Receipts)</i>	131,514				
<i>WPEG Grant</i>	83,486				
<i>DEFRA Grant</i>	17,427				

CAPITAL

<u>Scheme</u>	Scheme Total Current Estimate	Pre 31/3/13 Actual Expenditure	Updated Budget 2013/14	<u>Updated Budget 2014/15</u>	Updated Budget 2015/16
	£	£	£	£	£
Asset Management Computer System	75,000	62,593	12,407	0	0
<i>Financed by;</i>					
<i>NNDC (Capital Projects Reserve)</i>	60,000				
<i>NNDC (Asset Management Reserve)</i>	15,000				
Probass 3	34,010	31,600	2,410	0	0
<i>Financed by:</i>					
<i>Planning Delivery Grant/Housing and Planning Delivery Grant</i>	5,600				
<i>NNDC (Capital Receipts)</i>	28,410				
Procurement for Upgrade of Civica System	306,156	142,916	163,240	0	0
<i>Financed by:</i>					
<i>NNDC (Capital Receipts)</i>	210,947				
<i>Other Grants (RIEP)</i>	53,800				
<i>DWP Performance Standards Fund</i>	41,409				
e-Financials Financial Management System Software Upgrade	33,000	21,050	11,950	0	0
<i>Financed by:</i>					
<i>NNDC (Capital Receipts)</i>	33,000				
Administrative Buildings	275,000	6,754	268,246	0	0
<i>Financed by;</i>					
<i>NNDC (Capital Receipts)</i>	275,000				

CAPITAL

<u>Scheme</u>	Scheme Total Current Estimate	Pre 31/3/13 Actual Expenditure	Updated Budget 2013/14	<u>Updated Budget 2014/15</u>	Updated Budget 2015/16
	£	£	£	£	£
Replacement of Planning Printer & Scanner	21,000	0	21,000	0	0
<i>Financed by:</i>					
<i>NNDC (Capital Receipts)</i>	21,000				
Committee Management Information System	16,000	0	16,000	0	0
<i>Financed by:</i>					
<i>NNDC (Capital Receipts)</i>	16,000				
	1,892,363	1,058,388	793,975	20,000	20,000
	19,807,948	5,804,053	16,884,101	1,853,000	1,367,578

CAPITAL

<u>Scheme</u>	Scheme Total Current Estimate	Pre 31/3/13 Actual Expenditure	Amended Budget 2013/14	<u>Updated Budget 2014/15</u>	Updated Budget 2015/16
	£	£	£	£	£

Capital Programme Financing

Environment Agency Grant			9,749,667	443,000	0
DEFRA Grant			357,877	40,000	220,000
Disabled Facilities Grants			443,000	443,000	443,000
Other Grants			33,305	0	0
Affordable Housing Contributions			50,996	0	0
Other Contributions			8,000	0	0
Asset Management Reserve			4,580	0	0
Capital Project Reserve			976,731	0	0
Capital Receipts			5,259,944	927,000	704,578
TOTAL FINANCING			16,884,100	1,853,000	1,367,578

FEES AND CHARGES

ASSETS AND LEISURE

Assets & Leisure Service Area

**2012/13
Charge
£ : p**

**2013/14
Charge
£ : p**

CAR PARKING

Pay & Display Car Parks between 08:00 - 18:00

Coastal Car Parks

Cromer	- Runton Road		
East Runton	- Beach Road		
Happisburgh	- Cart Gap		
Mundesley	- Beach Road	50p for 30	50p for 30
Overstrand	- Pauls Lane	minutes only,	minutes only,
Sea Palling	- Clink Road	£1.20 per hour	£1.20 per hour
Sheringham	- Beach Road	thereafter	thereafter
	- Station Road		
Wells	- Stearmans Yard		
Weybourne	- Beach Road		

Other Car Parks

Cromer	- Cadogan Road		
	- Meadow	50p for 30	50p for 30
	- Promenade (Disabled only)	minutes only,	minutes only,
Holt	- Albert Street	£1.00 for the	£1.00 for the
	- Station Road	first hour, 70p	first hour, 70p
Sheringham	- Chequers	per hour	per hour
	- Morris Street	thereafter	thereafter
Wells	- Staithe Street		
Fakenham	- Bridge Street		
	- The Limes	50p for 30	50p for 30
	- Queens Road	minutes only,	minutes only,
North Walsham	- Bank Loke	£1.00 for 2	£1.00 for 2
	- New Road	hours, 70p per	hours, 70p per
	- Vicarage Street	hour thereafter	hour thereafter
Stalham	- High Street		
All P&D Car Parks (Coastal Car Park tickets transferable)	- All day ticket	£5.00	£5.00

FEES AND CHARGES

ASSETS AND LEISURE

Assets & Leisure Service Area

	2012/13 Charge £ : p	2013/14 Charge £ : p
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Pay & Display Car Parks between 18:00 - 23:00

All Car Parks

	£1.00	£1.00
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Other Charges

Coach Parking (where permitted)

- Half day (up to 4 hours)	£5.00	£5.00
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- All day ticket	£10.00	£10.00
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Carnival Day (Runton Road)

- Per Car, Per Entry	£6.00	£6.00
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- Per Motorcycle, Per Entry	£3.00	£3.00
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Weekly Permit

	£27.50	£27.50
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Annual Permit

- 3 hour permit	£55.00	£55.00
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- 24 hour permit	£200.00	£200.00
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Half Year Permit

- 3 hour permit	£30.00	£30.00
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- 24 hour permit	£120.00	£120.00
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Quarter Year Permit

- 3 hour permit	£16.00	£16.00
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- 24 hour permit	£65.00	£65.00
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Penalty Charge Notice

- Full	£50 - £70	£50.00
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- Prompt Payment	£25 - £35	£25.00
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MARKETS

Site = 4m Frontage x 5m Depth

Cromer, Stalham and Sheringham (Weds) - Per Site

Weekly

- April, May, June, Oct, Nov, Dec	£20.00	£20.00
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- July, August, Sept	£30.00	£30.00
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- Jan, Feb, March	£15.00	£15.00
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Quarterly

- April - June	£152.00	£152.00
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- July - September	£234.00	£234.00
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- October - December	£111.00	£111.00
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- January - March	£88.00	£88.00
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Half Yearly (Up to 2 pitches, £ per pitch)

- April - Sept	£297.00	£297.00
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- October - March	£153.00	£153.00
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Half Yearly (3rd pitch +, £ per pitch)

- April - Sept	£223.00	£223.00
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- October - March	£115.00	£115.00
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FEES AND CHARGES

ASSETS AND LEISURE

Assets & Leisure Service Area

		2012/13 Charge £ : p	2013/14 Charge £ : p
Sheringham (Saturday) - Per Site			
Weekly	- April, May, June, Nov, Dec	£35.00	£35.00
	- July, August, Sept, Oct	£45.00	£45.00
	- Jan, Feb, March	£25.00	£25.00
Quarterly	- April - June	£338.00	£338.00
	- July - September	£520.00	£520.00
	- October - December	£247.00	£247.00
Half Yearly (Up to 2 pitches, £ per pitch)	- January - March	£195.00	£195.00
	- April - Sept	£660.00	£660.00
	- October - March	£340.00	£340.00
Half Yearly (3rd pitch +, £ per pitch)	- April - Sept	£495.00	£495.00
	- October - March	£255.00	£255.00
Other Charges			
Full Annual Payment in Advance		10% discount	10% discount
Refunds - Administration Fee		£15.00	£15.00
New Traders Discount (conditions apply)		25% discount	25% discount

CHALETS & BEACH HUTS

Chalets

Sheringham

Old Chalets

£650.00

£660.00

New Chalets (incl electricity)

£770.00

£790.00

Cromer

West Beach

£600.00

£610.00

East Beach

£650.00

£660.00

Weekly Lets - Cromer & Sheringham

Low Season

£60.00

£60.00

High Season

£110.00

£115.00

Weekly Lets - Cromer East & Sheringham New (Serviced)

Low Season

£75.00

£75.00

High Season

£135.00

£135.00

FEES AND CHARGES

ASSETS AND LEISURE

Assets & Leisure Service Area

2012/13 Charge £ : p	2013/14 Charge £ : p
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Winter Lets

Per Month

£60.00	£60.00
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Per Week

£20.00	£20.00
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40 Week Lets (October - July)

Cromer West

£450.00	£465.00
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40 Week Lets (October - July)

Cromer East

£500.00	£515.00
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Hut Sites

Cromer, Overstrand & Sheringham

One Year (Excluding Rates)

£205.00	£210.00
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Mundesley

£195.00	£200.00
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Huts

Weekly Lets

Low Season

£45.00	£45.00
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High Season

£95.00	£100.00
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Mundesley - Seasonal Let

£500.00	£515.00
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Termination of Licence (early - mid-term)

Admin Fee

£30.00	£30.00
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PARKLANDS CARAVAN SITE

Site Per Year

£960.00	£985.00
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HOLT COUNTRY PARK

School visits where Ranger's assistance required (Per Person)

£3.20	£3.30
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Car Park

Per car per occasion

£1.50	£1.50
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Annual Permit

£20.00	£20.00
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(NNDC Standard Car Park Season Tickets are also valid)

MOBILE GYM

Fees for the use of the facility per session

£2.90	£3.00
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Concessionary price per session

£2.40	£2.50
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Corporate Service Area

**2012/13
Charge
£ : p**

**2013/14
Charge
£ : p**

LEGAL SERVICES

Legal Work (exclusive of VAT charged)

Mortgage Redemption

Preparation of a new lease

Sale of land

Preparation of License

Private Mortgage

Quest re: second Mortgage

Agreement - section 18 Public Health Act 1936

Legal Work in connection with release of covenant

At Solicitors
Hourly Rate

At Solicitors
Hourly Rate

<u>Customer Services Service Area</u>	2012/13 Charge £ : p	2013/14 Charge £ : p
TOURIST INFORMATION CENTRES		
Concessionary Fares		
Application processing	£7.00	£7.50
FILMING		
TV drama/advertisements/feature films		
Per Day	£512.50	£525.00
Per Hour	£82.00	£85.00
Documentaries and charities (depending on nature of organisation, subject and crew size)		
Per Day	£310.00	£320.00
Per Hour	£52.00	£55.00
Administration Charge (only charged where a fee and/or contract is appropriate)		
Standard	£25.60	£25.00
Less than 7 days notice	£51.30	£55.00
Stills (specifically commercial advertising with props, etc)	£100 - £500	£100 - £500
Education/news/weather/student/individual photographers or 'in the interest of the district'	Free	Free
Parking (if required)	£10 - £15	£10 - £15
PHOTOCOPYING		
Per Copy	£0.07	£0.07
Per Copy - Staff	£0.07	£0.07
Colour Copying (A4)	£0.61	£0.61
Colour Copying (A3)	£1.21	£1.21
Colour Copying - Staff (A4)	£0.61	£0.61
Colour Copying - Staff (A3)	£1.21	£1.21

<u>Development Management Service Area</u>	2012/13 Charge £ : p	2013/14 Charge £ : p
DEVELOPMENT PLAN		
Development Plan for North Norfolk (all prices inclusive of postage)		
Core Strategy (incorporating Development Control Policies) and Proposals Map (complete set)	£63.30	£65.00
Individual Core Strategy Documents (all prices inclusive of postage)		
Core Strategy (incorporating Development Control Policies)	£10.60	£11.00
Map Set (complete set including the Proposals Map)	£52.80	£55.00
Proposals Map	£5.30	£5.50
Map Key	Free	Free
CD-ROMS (contains all documents and maps)	£5.50	£5.50
Inspectors Report of the Core Strategy	Free	Free
LDF Magazine File	£6.00	£6.00
Single page extracts of Core Strategy Maps (various sizes inclusive of postage)	N/A	£10.00
Supplementary Planning Documents		
Design Guide SPD	£15.90	£16.00
Landscape Character Assessment SPD	£21.10	£21.50
Other Publications and Background Studies		
LDS - b/w or colour	Free	Free
AMR - b/w	£5.90	£6.00
AMR - colour	£23.10	£24.00
Core Strategy Sustainability Appraisal (Final)	£27.30	£28.00
Tourism Study - b/w	£17.40	£18.00
Tourism Study - colour	£52.00	£53.00
Landscape Character Assessment - b/w	£5.90	£6.00
Landscape Character Assessment - colour	£11.50	£12.00
Retail & Commercial Study - b/w	£8.50	£9.00
Retail & Commercial Study - colour	£34.60	£36.00
3 Dragons - b/w	£5.90	£6.00
3 Dragons - colour	£28.90	£30.00
Settlement Planning - b/w	£5.90	£6.00
Settlement Planning - colour	£23.10	£24.00
Rural Economy - b/w	£11.50	£12.00

<u>Development Management Service Area</u>	2012/13 Charge £ : p	2013/14 Charge £ : p
Rural Economy - colour	£57.60	£59.00
Open Space Study - Volume 1	£9.20	£9.50
Open Space Study - Volume 2	£11.50	£12.00
Open Space Study - Volume 3	£19.60	£20.00
Open Space Study - Volume 4	£7.00	£7.00
Open Space Study - Complete	£52.00	£53.50
LAND CHARGES		
Official Search of - One Part	£2.50	£2.50
Official Search of - Whole	- Paper Search £28.00	£28.00
	- Electronic Search £24.00	£24.00
	- Additional Parcel £2.00	£2.00
Part 1 Enquiries		
Non National Land Information Service Search	£77.00	£77.00
One Parcel	£77.00	£77.00
National Land Information Service	£77.00	£77.00
First Parcel	£66.00	£66.00
Additional Parcels	£15.00	£15.00
Optional Enquiries		
Printed	£15.00	£15.00
Additional	£20.00	£20.00
Enquiry 22	£26.00	£26.00
Other Fees relating to Local Land Charges		
Registration of a charge in Part 11 of the Register (Light Obstruction Notice)	£70.00	£70.00
Filing a judgement order or application for variation or cancellation of any entry in Part 11 of the Register (Light Obstruction Notice)	£7.00	£7.00
Filing a definitive certificate of the Lands Tribunal under rule 10 (3) of the Local Land Charges Rules 1977	£2.50	£2.50
Inspection of documents filed under Rule 10 in respect of each parcel of land	£2.50	£2.50
Office copy of any entry in the Register (not including a copy or extract of any plan or document filed pursuant to 1977 Rules)	£5.00	£5.00

<u>Development Management Service Area</u>	2012/13 Charge £ : p	2013/14 Charge £ : p
PLANNING		
Weekly list Planning Applications per annum	£290.00	£298.00
Preparation of Section 106 Agreement (simple)	£300.00	£325.00
Discharging of conditions		
- Non householder permission	£85.00	£85.00
- Householder permission	£25.00	£25.00
PLANNING - MISCELLANEOUS		
Misc. Photocopies (per copy)		
A4 copies - per sheet	£0.10	£0.10
A3 copies - per sheet	£0.20	£0.20
Large documents - subject to negotiation		
High Hedges Complaint	£395.00	£405.00
Architects Plans A1 & A2 Sheets (per copy)	£2.50	£2.60
Supply of Information on Permitted Use/History		
Administrative Staff - per hour	£43.00	£44.00
Professional Staff - per hour	£84.00	£86.00
Check compliance with Conditions (for Solicitors, Agents)		
Administrative Staff - per hour	£43.00	£44.00
Professional Staff - per hour	£84.00	£86.00
General Research		
Administrative Staff - per hour	£43.00	£44.00
Professional Staff - per hour	£84.00	£86.00

<u>Environmental Health</u>	2012/13 Charge £ : p	2013/14 Charge £ : p
WASTE COLLECTION SERVICES		
Clinical Waste - Commercial & Prescribed		
Commercial Waste Bins - Collection & Hire		
Commercial Recycling Bins - Collection & Hire		
Prescribed Waste Bins - Collection & Hire	Prices on	Prices on
Prescribed Recycling Bins - Collection & Hire	Application	Application
Sacks - Commercial & Prescribed		
Bulky Items - Commercial, Prescribed & Household		
Garden Bin Collection - Per Annum	£40.04	£41.60
EDUCATION & PROMOTION		
(CIEH) Foundation Certificate in Food Hygiene		
Resident or employed in North Norfolk	£48.60	£50.00
Other	£60.00	£62.00
Emergency First Aid Courses		
Manual Handling (4 hours)	Prices on	Prices on
Manual Handling & Patient Handling (6 hours)	Application	Application
Specially arranged courses for businesses - held at business premises		
DOG CONTROL		
Environmental Protection Act - Stray Dogs		
Charge when dog collected:-		
- Release Fee (Vets fees, collection charge and kennelling charge to be added if appropriate)	£25.00	£25.00
COMMERCIAL SERVICES		
Food Inspections		
Unfit food inspections	£34.90	£36.00
Food export certificates	£26.70	£27.50
Sunday Trading Application for loading consent	£81.60	£84.00

<u>Environmental Health</u>		2012/13 Charge £ : p	2013/14 Charge £ : p
Private Water Sampling			
Laboratory Analysis	- 5+ parameters	£25.00	£25.00
	- 17 parameters	£100.00	£100.00
	- 33 parameters	£500.00	£500.00
Risk Assessments	- Single Private Dwelling	£100.00	£100.00
	- Small Domestic Supplies	£100.00	£100.00
	- Large Domestic Supplies	£200.00	£200.00
	- Commercial or Public Small	£200.00	£200.00
	- Commercial or Public Medium	£300.00	£300.00
	- Commercial or Public Large	£500.00	£500.00
	- Commercial or Public Very Large	£500.00	£500.00
Sampling - per visit		£50.00	£50.00
Other Investigations (e.g. Investigating failure)		£100.00	£100.00
Granting an authorisation to depart from the standard authorisation		£100.00	£100.00
Registration of Food Premises			
Charge for copies of Register (or parts of)	- Single Entry	£15.70	£16.00
	- Part of Register	£382.80	£400.00
	- Complete Register	£823.70	£850.00
ENVIRONMENTAL PROTECTION SERVICES			
Register of Authorised Processes		£80.00	£82.00
Abandoned Cars			
Abandoned Car release fee comprising of:			
Collection Costs		£105.00	£105.00
+ Storage Costs (per 24 hours or part thereof)		£12.00	£12.00
Destroyed vehicles - disposal fee		£50.00	£50.00
TAXI LICENCE FEES			
Taxi Licences			
Licence to Drive Hackney Carriages or Private Hire Vehicles	- New Licence valid for 1 year	£90.00	£130.00
	- New Licence valid for 3 years	£170.00	£170.00

Licence to Drive Hackney Carriages or Private Hire Vehicles	- Renewal valid for 1 year	£90.00	£130.00
	- Renewal valid for 3 years	£170.00	£170.00
Hackney Carriage Vehicle Licence	- New or Renewal valid for 1 year	£190.00	£190.00
Private Hire Vehicle Licence	- New or Renewal valid for 1 year	£190.00	£190.00
Private Hire Operators Licence	- New or Renewal valid for 5 years	£150.00	£150.00

Taxi Licence Charges

Replacement badge (including name or address change)		£19.06	£19.50
Replacement drivers badge holder with lanyard		£3.00	£3.00
Windscreen pouches (additional or replacement)		£1.50	£1.50
Replacement plate for vehicle		£36.05	£37.00
Vehicle Inspection full initial test (if undertaken other than at a time of licensing or relicensing vehicle)		£52.80	£64.92
Vehicle Inspection re-test following failure of initial test		£12.00	£12.00
Meter test or retest undertaken separate to full vehicle inspection		£24.00	£24.00

Other Charges

Criminal Records Bureau Enhanced check		£44.00	£44.00
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OTHER LICENSING

Permits for Goods and Amenities on the Highway	- Application Fee	£30.00	£40.00
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Premises Licences (Alcohol)

Premises Licences, under the Licensing Act 2003, are based on bands determined by the non-domestic rateable value of the property concerned.

The fees relating to applications for premises licences, club premises certificates and variations or conversions to existing licences are:

Band	Non-domestic rateable value		
A	£0 - £4,300	£100.00	£100.00
B	£4,301 - £33,000	£190.00	£190.00
C	£33,001 - £87,000	£315.00	£315.00
D	£87,001 - £125,000	£450.00	£450.00
E	£125,001 and over	£635.00	£635.00

Annual charges relating to the above are:

Band	Non-domestic rateable value		
A	£0 - £4,300	£70.00	£70.00
B	£4,301 - £33,000	£180.00	£180.00
C	£33,001 - £87,000	£295.00	£295.00
D	£87,001 - £125,000	£320.00	£320.00
E	£125,001 and over	£350.00	£350.00

Premises applying to vary conditions in relation to the sale of alcohol during transition will be charged a supplementary fee, according to their fee band:

Band	Non-domestic rateable value		
A	£0 - £4,300	£20.00	£20.00
B	£4,301 - £33,000	£60.00	£60.00
C	£33,001 - £87,000	£80.00	£80.00
D	£87,001 - £125,000	£100.00	£100.00
E	£125,001 and over	£120.00	£120.00

Personal Licence	- Initial Fee	£37.00	£37.00
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Additional Fees and Charges

Supply of copies of information contained in the register		£10.00	£10.00
Application for copy of licence or summary on theft, loss etc of premises licence or summary		£10.50	£10.50
Notification of change of name or address (holder of premises licence)		£10.50	£10.50
Application to vary to specify individual as premises supervisor		£23.00	£23.00
Application to transfer premises licence		£23.00	£23.00
Interim authority notice		£23.00	£23.00
Application for making of a provisional statement		£315.00	£315.00
Application for copy of certificate or summary on theft, loss etc of certificate or summary		£10.50	£10.50
Notification of change of name or alteration of club rules		£10.50	£10.50
Change of relevant registered address of club		£10.50	£10.50
Temporary event notices		£21.00	£21.00
Application for copy of notice on theft, loss etc of temporary notice		£10.50	£10.50
Application for copy of notice on theft, loss etc of personal licence		£10.50	£10.50
Notification of change of name or address (personal licence)		£10.50	£10.50
Notice of interest in any premises		£21.00	£21.00

Premises Licence Fees - Gambling Act 2005

Betting Premises (excluding tracks)	- New Application	£2,522.80	£2,600.00
	- Annual Fee	£505.70	£520.00
	- Application to Vary	£1,261.40	£1,300.00
	- Application to Transfer	£1,011.30	£1,050.00
	- Application to Reinstatement	£1,011.30	£1,050.00
	- Application for Prov. Statement	£2,522.80	£2,600.00
	- Application (Prov. State Holders)	£1,011.30	£1,050.00
	- Copy Licence	£25.00	£25.00
	- Notification of Change	£50.00	£50.00
Tracks	- New Application	£1,261.40	£1,300.00
	- Annual Fee	£842.80	£870.00
	- Application to Vary	£1,044.00	£1,070.00
	- Application to Transfer	£799.50	£820.00
	- Application to Reinstatement	£799.50	£820.00
	- Application for Prov. Statement	£2,104.20	£2,160.00
	- Application (Prov. State Holders)	£799.50	£820.00
	- Copy Licence	£25.00	£25.00
	- Notification of Change	£50.00	£50.00
Family Entertainment Centres	- New Application	£1,685.50	£1,750.00
	- Annual Fee	£630.70	£650.00
	- Application to Vary	£842.80	£870.00
	- Application to Transfer	£799.50	£820.00
	- Application to Reinstatement	£799.50	£820.00
	- Application for Prov. Statement	£1,681.00	£1,750.00
	- Application (Prov. State Holders)	£799.50	£820.00
	- Copy Licence	£25.00	£25.00
	- Notification of Change	£50.00	£50.00
Adult Gaming Centre	- New Application	£1,685.50	£1,750.00
	- Annual Fee	£842.80	£870.00
	- Application to Vary	£842.80	£870.00

	- Application to Transfer	£1,011.30	£1,050.00
	- Application to Reinstatement	£1,011.30	£1,050.00
	- Application for Prov. Statement	£1,681.00	£1,750.00
	- Application (Prov. State Holders)	£1,011.30	£1,050.00
	- Copy Licence	£25.00	£25.00
	- Notification of Change	£50.00	£50.00
Permits			
Family Entertainment Centres	- Application Fee	£300.00	£300.00
	- Change of Name	£25.00	£25.00
	- Copy of Permit	£15.00	£15.00
Prize Gaming	- Application Fee	£300.00	£300.00
	- Annual Fee	£300.00	£300.00
	- Change of Name	£25.00	£25.00
	- Copy of Permit	£15.00	£15.00
Small Lottery Society	- Application Fee	£40.00	£40.00
	- Annual Fee	£20.00	£20.00
	- Change of Name	£25.00	£25.00
	- Copy of Permit	£15.00	£15.00
Club Gaming	- Application Fee Gaming Permit	£200.00	£200.00
	- Application Fee Machine Permit	£200.00	£200.00
	- Annual Fee	£50.00	£50.00
	- Change of Name	£25.00	£25.00
	- Copy of Permit	£15.00	£15.00
License Premises Gaming Machine Permit	- Application Fee (2 or less)	£50.00	£50.00
	- Application Fee (3 or more)	£150.00	£150.00
	- Annual Fee	£50.00	£50.00
	- Change of Name	£25.00	£25.00
	- Copy of Permit	£15.00	£15.00
Licences and certificates of suitability			
Body Piercing	- Registration	£65.00	£66.60

FEES AND CHARGES
ENVIRONMENTAL HEALTH SERVICE AREA

Goods & Amenities on the Highway		£30.00	£40.00
Motor Salvage Operator	- 3 years	£80.00	TBC
Sex Establishment		£1,685.80	£1,750.00
Sexual Entertainment Venue		£2,522.80	£2,600.00
Street Trading Consents	- Non profit	Free	Free
	- Commercial	£65.00	£67.00
Animal Boarding	- New/Renewal	£110.00	£115.00
Dangerous Wild Animals (and vet fees where appropriate)	- New/Renewal	£145.00	£150.00
Dog Breeding (and vet fees where appropriate)	- New/Renewal	£110.00	£115.00
Pet Shop	- New/Renewal	£110.00	£115.00
Riding Establishment (and vet fees where appropriate)	- New/Renewal	£155.00	£200.00
	- Variation	£155.00	£160.00
	- CRB Per Person - Employee	£44.00	£44.00
	- CRB Per Person - Volunteer	Free	Free
Zoo (and vet fees where appropriate)	- New/Renewal	£155.00	£200.00

Glossary of Terms

Aggregate External Finance (AEF)

Financial support provided by central government for revenue expenditure on services that impact on the Council Tax. AEF comprises revenue support grant (RSG), redistributed non-domestic rates (NNDR) and specific and special grants.

Budget Requirement

The estimated revenue budget on general fund services that is financed from Council Tax after deducting income from fees and charges, specific grants and funding from reserves.

Business Rates

Often referred to as National Non-Domestic Rates (NNDR), these are collected from occupiers of business properties based upon a rateable value and a nationally set rate. The money collected is paid to the Government who redistribute it to Councils based on population.

Capital Expenditure

Spending on the purchase or enhancement of significant assets which have an expected life of over a year – for example major improvements to council housing or construction of a car park.

Capital Receipts

Money recovered from the sale of assets. This can be used to finance capital expenditure or repay debt.

Collection Fund

The account which contains all the transactions relating to Community Charge, Council Tax and Business Rates together with the payments to this Council, Norfolk County Council and Norfolk Police Authority to meet their requirements.

Depreciation

A measure of the financial effect of wearing out, consumption or other reduction in the useful life of a fixed asset.

Fees and Charges

Income raised by charging users of services for the facilities. For example, local authorities usually make charges for the use of their leisure facilities, the collection of trade refuse, etc.

Financial Reporting Standard 17 (FRS 17)

The requirement for Local Authorities to include the forecast cost of future pensions in the accounts on a notional basis.

General Fund

The main revenue fund of a billing authority. Day-to-day spending on services is met from the fund.

Large Scale Voluntary Transfer (LSVT)

The process of transferring Council House stock from a Local Authority to a registered Social Landlord. NNDC transferred its housing stock to North Norfolk Housing Trust (now known as Victory Housing Trust) in February 2006.

Leasing

A method of acquiring items such as vehicles and computer equipment by payment of a lease charge over a period of years. A primary lease period is the period for which the lease is originally taken out and a secondary period relates to any extension. There are two types of lease:

- ◆ A finance lease is where the Council effectively pays for the cost of an asset (it counts as capital expenditure for control purposes and is included on our Balance Sheet)
- ◆ An operating lease (a long-term hire) is subject to strict criteria and the cost can be charged as a running expense. The item leased must be worth at least 10% of its original value at the end of the lease and does not appear on the Balance Sheet.

Local Area Agreement (LAA)

An LAA (which applies to England) only is a three-year agreement between the Government Office (GO) for the area and a Local Strategic Partnership (LSP) representing the Local Authorities, other public, private, voluntary or community interests for the area. The LAA sets out the priorities for a local area, for example Norfolk, in defined areas of activity. As the upper-tier local authority, Norfolk County Council must act as the accountable body for the LAA.

Minimum Revenue Provision

The minimum amount which must be charged to the revenue account each year and set aside as a provision to meet the rest of credit liabilities for example borrowing.

Precepts

The amount which Norfolk County Council and Norfolk Police Authority require us to collect, as part of the Council Tax to pay for their services is called a precept. Town and Parish Councils also precept on the District Council to pay for their expenses.

Precepting Authorities

Those authorities which are not billing authorities i.e. do not collect the Council Tax and Non-Domestic Rates. County councils, police authorities and joint authorities are “major precepting authorities” and parish, community and town councils are “local precepting authorities”.

Preserved Right to Buy Receipts (PRTB)

Preserved Right to Buy Receipts arise following a housing stock transfer where the Local Authority and the Registered Social Landlord (RSL) entered into a sharing agreement whereby the proceeds from the Preserved Right to Buy sales are split between the Authority and the RSL.

Prudential Code

Professional Code of Practice developed by CIPFA which came into effect from 1 April 2004 to ensure Local Authorities capital investment plans are affordable, prudent and sustainable. The code allows authorities to undertake borrowing to finance capital expenditure as long as they can demonstrate affordability.

Revenue Expenditure Funded from Capital Under Statute (REFFCUS)

Expenditure incurred during the year that may be capitalised under statutory provisions but does not result in the creation of a fixed asset has been charged as expenditure to the relevant service revenue account in the year.

Reserves

Accumulated balances built up from excess of income over expenditure or sums that have been specifically identified for a particular purpose which are known as earmarked reserves.

Revenue Contribution to Capital (RCCO or Direct Revenue Financing)

Use of revenue resources to fund capital expenditure.

Revenue Expenditure

The day to day running expenses on the services provided.

Revenue Income

Amounts receivable for such items as rents and charges for services and facilities.

Revenue Support Grant (RSG)

Grant paid by central government to aid local authority services in general as opposed to specific grants which may only be used for a specific purpose.

Specific Grants

The term used to describe all government grants (including supplementary and special grants) to local authorities other than revenue support grant, capital grants and HRA subsidy. Not to be confused with specified capital grants.

Specified Capital Grants

Certain government grants towards capital spending, for example, house renovation grants. Local authorities must apply a special accounting treatment to these grants, i.e. reduce their credit approvals by the amount of grant received. SCG's all relate to housing.

Supported Capital Expenditure

The amount of capital expenditure for which the authority receives support for the associated debt costs through the Revenue Support Grant.

Temporary Loans

Money borrowed on a short-term basis as part of the overall borrowing strategy.

VAT Shelter

A procedure agreed by DCLG and HM Revenues and Customs to ensure that following a housing stock transfer there is no impact on taxation. Had the Council retained the housing stock and carried out the necessary works on the properties, the VAT would have been reclaimed by the Council, however the Housing Trust are unable to recover the VAT and the VAT Shelter arrangement allows the VAT to be recovered and shared between the Council and Victory Housing Trust.