

# NEIGHBOURHOOD SERVICES COMMITTEE

## AGENDA



**Friday 15 November 2019**

**at 1.00 pm**

**in Committee Room B,  
Civic Centre, Hartlepool**

**MEMBERS: NEIGHBOURHOOD SERVICES COMMITTEE**

Councillors S Akers-Belcher, Cartwright, Hunter, James, Little, Prince and Tennant

**1. APOLOGIES FOR ABSENCE**

**2. TO RECEIVE ANY DECLARATIONS OF INTEREST BY MEMBERS**

**3. MINUTES**

- 3.1 To receive the Minutes and Decision Record of the meeting held on 18 October 2019 (*previously circulated and published – attached for information*).

**4. BUDGET AND POLICY FRAMEWORK**

- 4.1 Savings Programme 2020/21 – *Assistant Director (Environment and Neighbourhood Services)*

**5. KEY DECISIONS**

- 5.1 Contaminated Land Updated Strategy – *Assistant Director (Environment and Neighbourhood Services)*
- 5.2 Refurbishment of Stranton Crematorium Chapel – *Assistant Director (Environment and Neighbourhood Services)*



**6. OTHER ITEMS REQUIRING DECISION**

- 6.1 Vehicle and Equipment Approvals 2020/2021 – 2022/2023 – *Assistant Director (Environment and Neighbourhood Services)*

**7. ITEMS FOR INFORMATION**

- 7.1 Strategic Financial Management Report – as at 30 September 2019 – *Director of Regeneration and Neighbourhoods and Director of Finance and Policy*

**8. ANY OTHER BUSINESS WHICH THE CHAIR CONSIDERS URGENT**

**FOR INFORMATION**

Date of next meeting – Friday 13 December 2019 at 11.00 am in the Civic Centre, Hartlepool



# **NEIGHBOURHOOD SERVICES COMMITTEE**

## **MINUTES AND DECISION RECORD**

18 October 2019

The meeting commenced at 11.00 am in the Civic Centre, Hartlepool

**Present:**

Councillor: John Tennant (In the Chair)

Councillors: Stephen Akers-Belcher, Dave Hunter, Sue Little and Amy Prince

**Also Present:**

In accordance with Council Procedure Rule 4.2 Councillor Christopher Akers-Belcher was in attendance as substitute for Councillor Marjorie James and Councillor Tony Richardson was in attendance as substitute for Councillor Lee Cartwright

Councillor Shane Moore

Officers: Denise McGuckin, Director of Regeneration and Neighbourhoods  
Kieran Bostock, Transport and Infrastructure Manager  
Peter Frost, Highways, Traffic and Transport Team Leader  
Steve Hilton, Senior Public Relations Officer  
Denise Wimpenny, Principal Democratic Services Officer

### **27. Apologies for Absence**

Apologies for absence were submitted on behalf of Councillors James and Cartwright.

### **28. Declarations of Interest**

None.

### **29. Minutes of the meeting held on 20 September 2019**

Received.

In relation to Min 25 – Any Other Business – Stranton Chapel Refurbishment Works - it was noted that a report would be submitted to the November meeting of this Committee.

### **30. Local Safety Schemes Update** *(Assistant Director, Environment and Neighbourhood Services)*

#### **Type of decision**

Key decision – tests (i) and (ii) apply. Forward Plan Reference No RN17/19

#### **Purpose of report**

To seek approval for the prioritisation and delivery of safety schemes across Hartlepool for 2019/20.

#### **Issue(s) for consideration**

The Committee was advised that following approval of a number of local safety and safer routes to school schemes in March 2019, two schemes had been delayed which had therefore allowed further schemes to be brought forward in 2019/20. Given that the level of demand for safety schemes outstrips the Local Transport Plan budget all potential schemes, as set out in Appendix 1, had been prioritised using a criteria based on factors such as accident data, speed survey results, the presence of a school/playground, higher pedestrian usage and community concerns raised.

A programme of potential safety schemes had been developed, subject to approval by Members, at Wynyard Road, King Oswy Drive, Catcote Road and West Park School, details of which were included in the report. The total cost of the schemes would be approximately £120,000 and would be funded from the Council's Local Transport Plan.

In the discussion that followed officers responded to a number of queries raised in relation to the report. Clarification was provided in terms of how schemes were prioritised using the points based scheme. A Member raised concerns, on behalf of residents, regarding the tight junction and speeding issues at Sinclair Road and sought assurances that this would be considered. Assurances were provided that the team would explore these concerns under the relevant criteria and prioritisation process.

Concerns were also raised regarding the current crossing facilities at Wynyard Road shops, the fading double yellow lines and inappropriate parking on pavements creating visibility and safety problems when exiting the Wynyard Road junction. The need to consider additional car parking provision as part of the proposals for Wynyard Road was also suggested. The Committee was advised that the issues raised would be explored whereupon feedback would be provided following the meeting and would

include consultation in terms of the options available with Local Ward Members following the detailed design process.

Members spoke in support of a number of safety schemes including speeding concerns on Rossmere Way and Avondale Gardens to which the Transport and Infrastructure Manager provided an update on timescales for progressing these schemes, which was subject to funding and prioritisation, as set out in Appendix 1 of the report. In response to comments raised regarding the need for driving awareness across the town, the Chair agreed to take these comments on board.

### **Decision**

- (i) The Committee noted the oversubscribed LTP budget and the requirement for prioritisation.
- (ii) It was noted that the proposed list was live and further schemes may be deliverable should savings within the 2019/20 programme be identified.
- (iii) That the proposed safety scheme programme be approved for 2019/20.
- (iv) That the concerns of Members, in relation to Sinclair Road and Wynyard Road, as detailed above, be noted and actioned as appropriate.
- (v) That the issue of driver awareness across the town be considered.

## **31. Savings Programme 2020/21** *(Director of Regeneration and Neighbourhoods)*

### **Type of decision**

Budget and Policy Framework

### **Purpose of report**

To enable Members to consider proposals to achieve savings in 2020/21 and to provide feedback on these proposals to the Finance and Policy Committee.

### **Issue(s) for consideration**

The Director of Regeneration and Neighbourhoods presented the report which provided background information to the Council's budget strategy

and the report that had been considered by Finance and Policy Committee on 30 September 2019 setting out the initial budget forecast for 2021 and 2021/22 reflecting information available at that time. Government had issued a one year Spending Review for 2020/21 on 4 September 2019 which, at a national level, provided additional resources for Councils, including children and adult social care. Additionally, the Government had confirmed the Adult Social Care precept would continue for 2020/21 at 2%. This was the first increase in net funding for nine years. In summary, the 2020/21 budget was being prepared on the back of nine years of austerity, a period which saw a reduction in Government funding from £46.4m in 2013/14 to £25.5m in 2019/20, a reduction of £20.9m for Hartlepool. An assessment of available national information had been completed and it was estimated that there would be an increase in Government grant funding allocated to Hartlepool of £1.997m and implementation of the 2% social care precept would provide £0.836m. After reflecting local pressures of £0.639m the 2020/21 forecast deficit had reduced from £4,830m to £2.636m.

Work on the Innovation and Efficiency Strategy work streams had identified proposed savings of £2.345m of which 65% (£1.421m) would be achieved by reducing overhead costs and from income generation. Further proposals for addressing the remaining gap of £0.291m would be submitted to a future meeting of Finance and Policy Committee and would be based on achieving £0.100m from reviewing fees/charges and £0.19m from a further review of expenditure budgets.

An initial assessment indicated a revised 2021/22 deficit of £0.855m which may increase if looked after children pressures could not be contained within the increased base budget provision. Since 2015 the Council has had to manage an increase in the number of looked after children, a 77% increase, although officers had worked to mitigate the financial impact and the cost increase had been limited to 45%.

In response to the financial challenges over the last nine years the Council had made significant changes to modernise services and achieve efficiency savings which had included a reduction in the workforce of 500 posts. The savings and efficiencies implemented cannot be repeated and against this background the Council faced an increasingly challenging financial position in 2020/21 and future years. Whilst the one year spending review for 2020/21 provided some recognition of the pressures on children and adult social care services, this did not address the impact of the permanent cuts in Government funding over the previous nine years, although it did reduce the scale of the cuts required next year.

The Director went on to provide a breakdown of the savings/income generation proposals for this Committee of £657K in 2021 and £178K in 2021/22 as detailed in Appendix B of the report.

Members considered in detail the savings proposals and expressed a number of views/queries/comments which included the following:-

- (i) In relation to the proposals to introduce a charge for the collection of garden waste, a Member indicated that he could not support this proposal.
- (ii) A Member requested additional information in relation to other service areas under the remit of this Committee to enable alternative proposals to be worked up and presented to Members, referring to the budget line “other” in the budget book. The Director of Regeneration and Neighbourhoods agreed to provide this information prior to the November meeting of this Committee.
- (ii) Reference was made to previous discussions by this Committee in relation to the future waste disposal contract arrangements and suggestions around local authorities developing an in-house waste disposal scheme, the financial benefits of which were highlighted. The Director of Regeneration and Neighbourhoods advised that a report had recently been considered by Finance and Policy Committee on 14 October setting out the proposals for the Tees Valley local authorities in relation to future waste disposal, the detail of which would be provided following the meeting.
- (iv) A lengthy debate ensued in relation to the proposed garden waste collection charges during which there were differing views expressed by Members.
- (v) Clarification was provided in relation to how the proposed garden waste collection scheme would operate along with details of other proposals included in the report. It was suggested that permits be issued with Council Tax bills and the timescales for mattress/bulky waste collections be examined. The benefits of introducing a chargeable permit scheme for none Hartlepool residents to dispose waste at the Household Waste Recycling Centre was discussed. The Director advised that legally the Council had to provide a service to the residents of the borough and not outside.
- (vi) The Director confirmed that Members were to note the detail of this report, provide comments which would be presented to the Finance and Policy committee along with other savings in December.
- (vii) The process as to whether the budget information should be reported back to Neighbourhood Services or direct to Finance and Policy Committee was debated.
- (viii) Members discussed at length alternative income generation opportunities during which further information was requested in relation to the detail around proposed fees and charges. A Member commented on the need to explore alternative options to avoid responsible residents being hit with additional charges and options could include a review of car parking charges and enforcement fees.

- (ix) With regard to the proposed changes to opening hours at the Household Waste Recycling Centre, views were expressed that other alternatives be examined such as a reduction in the working day to avoid closures two days per week and that proposals should reflect the level of demand on bank holidays.
- (x) Assurances were sought that the proposals relating to any reduction in working hours at the Household Waste Recycling Centre would not adversely affect staff and that redeployment opportunities would be explored.
- (xi) The Director provided clarification in response to queries raised in relation to grass cutting, litter picking and the costs of traffic management arrangements on the A689. Concern was also expressed in relation to an ageing workforce and concerns around the proposed move from mechanical street cleansing to manual.
- (xii) In concluding the debate, Members requested further information in relation to the following:-
  - budget book information in relation to “other”
  - detailed information on the innovation and efficiency strategy workstreams specifically on the £100,000 savings from fees and charges and details of £191,000 from review of expenditure budgets
  - details of current vacancies held across Neighbourhood Services
  - details on the impact on the proposal to move to manual street cleansing on the workforce.
- (xiii) Members supported the move towards perennial wildflower seeds from annual, the introduction of a free permit scheme for Hartlepool residents at the Household Recycling Centre, the proposal to recover full wheeled bin costs from implementing revised charges to fully recover the costs of replacement bins and introduce a new charge for new builds and bin exchanges which were currently provided free of charge and expand the trade waste service and review charges.
- (xiv) Further discussion ensued in relation to the decision making process and how the additional budget information requested by Members should be considered. The Leader commented on the value of input to the budget process from Members and indicated that all contributions from this Committee would be welcomed. A Member placed emphasis upon constitutional responsibilities, indicating that decisions relating to the Neighbourhood Services element of the budget fell within the remit of Neighbourhood Services and therefore requested that the budget information, as outlined above, be reported to the next meeting of this Committee.



## **Decision**

- (i) That the contents of the report and comments of Members, as outlined above, be noted and be utilised to formulate a response to be presented to Finance and Policy Committee.
- (ii) That a report be provided for Members' consideration to the next meeting of this Committee to include the following additional budget information:-
  - budget book information in relation to "other"
  - detailed information on the innovation and efficiency strategy workstreams specifically on the £100,000 savings from fees and charges and details of £191,000 from review of expenditure budgets
  - details of current vacancies held across Neighbourhood Services
  - details on the impact of the proposal to move to manual street cleansing on the workforce.
- (iii) Members supported the move towards perennial wildflower seeds from annual, the introduction of a free permit scheme for Hartlepool residents at the Household Recycling Centre, the proposal to recover full wheeled bin costs from implementing revised charges to fully recover the costs of replacement bins and introduce a new charge for new builds and bin exchanges which were currently provided free of charge and expand the trade waste service and review charges.
- (iv) That the suggestions of Members be actioned as appropriate.

## **32. Date of Next Meeting**

The Chair reported that the next meeting would be held on Friday 15 November 2019 at 11.00 am.

The meeting concluded at 12.25 pm

**H MARTIN**

**CHIEF SOLICITOR**

**PUBLICATION DATE: 25 OCTOBER 2019**

# NEIGHBOURHOOD SERVICES COMMITTEE

15<sup>th</sup> November 2019



**Report of:** Assistant Director (Environment and Neighbourhood Services)

**Subject:** SAVINGS PROGRAMME 2020/21

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## 1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 Budget and Policy Framework

## 2. PURPOSE OF REPORT

2.1 The purpose of this report is to provide Members with additional information to consider proposals to achieve savings in 2020/21 presented at the October meeting of this Committee and to provide feedback on these proposals to the Finance and Policy Committee.

## 3. BACKGROUND

- 3.1 Members considered savings proposals for 2020/21 in relation to this Committee 18<sup>th</sup> October 2019. Included within the report was background information in relation to the Council's budget strategy and the one year Government spending review announced on 4<sup>th</sup> September 2019, which provided additional resources than original anticipated reducing the 2020/21 forecast deficit from £4.830m to £2.636m.
- 3.2 The same report also advised on the Innovation and Efficiency strategy work-stream which had identified proposed savings of £2.345m, leaving a funding cap of £0.291m, the details of which would be considered at a future Finance and Policy Committee meeting.
- 3.3 Work on the Innovation and Efficiency strategy work streams has identified proposed saving of **£2.345m**, of which approximately **65% (£1.521m)** will be achieved by reducing overhead costs and from income generation. Further proposals for addressing the remaining gap of **£0.291m** will be submitted to a future meeting of Finance and Policy Committee and will be based on achieving £0.100m from reviewing fees / charges and £0.191m from a further review of expenditure budgets.
- 3.4 Members considered in detail the savings proposals and expressed a number of views and sought clarification on a number of the savings

proposals presented. Additional information was also requested in terms of the detail of budget lines reflected in the Council's budget book.

#### 4. PROPOSALS

- 4.1 Garden Waste – Members sought clarification regarding the risk of introducing a charge referring to the new burdens principle that Government will provide additional national funding when they make policy changes which result in additional costs to councils.

In the Government's 'Our Waste, Our Resources: A Strategy for England' Government are proposing to consult on the provision of free garden waste collections for households with gardens and will consider the impacts and costs for local authorities so these can be taken into account in assessment of new burdens with the proposal that those who currently charge for the service will be compensated for the charge, whereas those who don't currently charge will not be receive any new burdens payment. The Council currently spends £429,000 on the provision of the collection of Garden Waste, which is not currently a statutory requirement placed upon it.

- 4.2 Household Waste Recycling Centre (HWRC) – The HWRC current operates 7 days per week and only closes on Christmas day, Boxing Day and New Year's Day. It is proposed to reduce the opening of the HWRC site from 7 days per week to 5 days, closing the site Monday and Tuesday, the least busy days. Members sought clarification regarding the cost of keeping the site open on bank holidays, and asked officers to explore keeping the site open 7 days a week and reducing the opening hours to provide the same level of saving.

A minimum of four staff are required on each operational day for the HWRC to operate safely, and efficiently complete all tasks involved in running the site. Each member of staff works 37hrs but is entitled to two consecutive days off. A seven day rota with the required consecutive rest day periods requires six staff; the five day working week proposed as a potential saving would only require four staff. It is therefore not possible to achieve the proposed savings by reducing operational hours. The staff cost associated with opening the site on bank holidays would be circa £4K, thus reducing the saving proposed to £47K. As it stands there would currently be no compulsory redundancies as two of the six posts are temporarily resourced pending the outcome of the savings and innovation programme.

**HWRC Permit Scheme.** The purpose of the free permit scheme for Hartlepool residents is to provide the Council with a mechanism to monitor use of the HWRC site and in so doing prevent unlicensed commercial operators, landlords and people from outside the borough who do not pay towards the provision of the facility using the site. Hartlepool's HWRC disposes of approximately 3,500 tonnes of waste which is brought to the site each year, this costs circa £189,000pa. Others with similar free resident schemes have reported significant reductions in waste tonnages as unlicensed operators have been identified and corrective measures then put

in place to ensure their compliance with legal requirements. This also has the opportunity for interventions to result in additional trade waste agreements and legitimate income for the Council's commercial services.

The proposed approach would see the free permit scheme introduced in an initial 'soft rollout' whereby residents would be directed via media, and the 'meet and greet' at HWRC, to register account using self-service on-line or via the Council's Customer Services before their next visit. Initially for a time (to be determined) no one would be prevented from accessing the site while the scheme is embedded. The registration process would confirm the resident's right to access the Council service and the resident could then register the vehicle (or vehicles) that would be associated with the permit. This could be updated with new vehicle details at any time by accessing the account either self-service online or via the Council's Customer Services. Once the registration process was embedded the system would monitor use via Automatic Number Plate Recognition Cameras on site to identify potential commercial activity e.g. multiple visits each week over consistent and sustained periods of time such as that seen with commercial landlords with multiple short-term let properties. It would also identify non-Hartlepool residents at meet and greet point and allow them to be turned away or a waste disposal charge to be applied.

- 4.3 Mattresses – Members were concerned about an increase in fly tipping and waiting collection times. It is not anticipated that there will be any impact on the resources associated with collecting mattresses. The Council currently disposes of circa 7,800 mattresses a year, approximately 150 per week. These arrive at the HWRC through three primary routes: (i) residents bringing them themselves, (ii) the bulky waste collection service as part of the 'three items for £20 service', and (iii) approximately 50 to 80 per month are collected by the street cleaning teams primarily in back alleys and classed as 'fly-tipped materials'. The mattress collection option will offer residents who might have otherwise have tried to bring mattresses to the HWRC because they do not have 'three items for the £20 service' a less hassle, more cost effective option for £7.50. With regard to waiting times for the collection of mattresses the current bulky waste collection service resources itself to collect within two weeks of booking on-line or by telephone via Customer Services.
- 4.4 Environmental Services, and concerns regarding an ageing workforce. No employees will be affected by this proposal, as we currently are a small number of vacancies in this team, which we have kept vacant in preparation for the outcome of the savings programme for 2020/2021. The frequency of the work undertaken using the mechanical sweepers will however be reduced in order to generate the saving, while it is important to note that the work the vehicles undertake could not be replicated by manual resources.

The Council currently operates two large mechanical sweepers which cover all the main arterial road routes, coastal promenades, industrial estates, and a number of modern residential estates. Other works include responding to emergency spillages on our carriageways such as oil and paint, removing

graffiti using a high pressure lance; and seasonal demands such as autumn leaf fall clean-ups in heavily tree covered estates and main roads, and coastal winter storms blowing sand inland. With both vehicles in operation it takes approximately 6 weeks to complete rounds, it is anticipated that this would increase to between 12 to 18 weeks if the next round of savings is applied. Service standards will change as a result, the current tonnages of detritus removed from roadside channels by both vehicles during April – September 2019 is 340 tonnes this increases considerably during the autumn/ winter period with leaf fall and storm clean-ups.

- 4.5 Grass cutting / litter picking A689 – Members sought information in relation to traffic management and lane closures referring to neighbouring authorities and Highways England and the A19.

The guidance from the Health and Safety Executive is clear with regards to roads such as the A689 where the work is high speed i.e. 70mph and there is a risk to safety, meaning there must be a safe clearance of 1.2m. Due to the layout of the road and design of the central reservation and verges, this unfortunately has to be achieved through a partial lane closure. The risk assessment for that particular road is a high severity and without the lane closure the likelihood is at the highest level. In order to reduce the risk to a tolerable level we must have a partial lane closure, and therefore the current method is reasonably practicable when we consider risk against cost.

Highways England do not grass cut or litter pick central reservations without lane closures, they do however on the sides of the road with the added protection of laybys and hard shoulders.

While we would look at other business as an external data source for information, we would not use it as a factor for assessing the risk and considering the controls. It could be that other authorities already have a natural clearance of 1.2m therefore negating the need for a road closure. Without looking at their individual risk assessments for this area it would be difficult for the Council to comment on their chosen risk control measure. We should also take into account the mental wellbeing of our workers in that area, they need to both be kept safe and also should be made to feel safe, removing control methods on that stretch of road would not only increase the risk it could also create an increase in anxiety due to the continuous exposure to high speed traffic.

Officers are exploring the possibility of robot grass cutting operations for the central reservations. Meetings with neighbouring local authorities are scheduled to ascertain how they undertake their grounds maintenance and litter operations adjacent to their highways network, and once these meetings have taken place, we will be better informed to consider all options in future.

- 4.6 “Other” budget information. The gross budget for the Neighbourhood Services Committee is £39.214m and the net budget, after reflecting income of £22.911m, is £16.303m and the following table provide a breakdown of this figure. The table highlights that income totals £22.911m and this covers

58% of the gross budget. This is an important issue when considering direct costs on employees and direct other costs as significant elements of these costs are covered by income.

Therefore, reductions in these costs may not produce a net budget savings as this would reduce capacity to deliver services and therefore result in a corresponding reduction in income. An additional consideration is the contribution income generating areas have towards departmental and corporate overheads. For services area reliant on income to fund gross costs the sustainability of income is dependent on services charges remaining competitive to retain existing work, which provides good quality jobs. Additionally, trading activities provide a contribution to fixed overheads of the Authority. If an element of overhead costs were not funded from trading activities there would be a General Fund budget pressures as a result of the loss of economies of scale.

Service Area	Direct Costs - Other £000	Direct Costs Employees £000	Income £000	Support Recharges £000	Contribution from Reserves £000	Grand Total £000
Grand Total	20,068	14,826	(22,911)	4,427	(105)	16,303

**Appendix A** provide a details breakdown of the above figures.

- 4.7 Vacancies – In terms of vacant posts this is a complex area as the position changes on an almost daily basis. The salary abatement target for Regeneration and Neighbourhoods department is £157,000. Achieving the salary abatement target is carefully managed, the Departmental Management Team reviews all posts when they become vacant to determine whether they may provide an opportunity to achieve a saving, whilst recognising that in many areas this is not possible owing to the needs of the service and existing pressure on our staff.

The forecast outturn for salary abatement for 2019/20 is £267,000, which is £110,000 more than the budget target. The additional salary abatement savings have been used to partly offset overspends on non-staffing budgets. However, as reported in the quarter 2 financial management report the department is forecasting an overspend of £190,000 after the additional salary abatement.

- 4.8 Environmental Enforcement – Members have asked for the service to be reviewed in terms of splitting our car parking and environmental performance, it has not been possible to undertake this piece of work since the last meeting. This is something that the department will review going forward.
- 4.9 Further proposals for addressing the remaining gap will be submitted to a future meeting and will be based on achieving £0.100m from reviewing fees/ charges and £0.191m from a review of expenditure budgets.

**5. RISK IMPLICATIONS**

- 5.1 There are no additional risks associated with this report. Risk implications regarding the savings proposals were presented to Members at their 18<sup>th</sup> October Committee.

**6. OTHER CONSIDERATIONS**

Financial Considerations	No relevant issues
Legal Considerations	No relevant issues
Child/Family Poverty Considerations	No relevant issues
Equality and Diversity Considerations	No relevant issues
Section 17 of The Crime And Disorder Act 1998 Considerations	No relevant issues
Staff Considerations	No relevant issues
Asset Management Considerations	No relevant issues

**7. RECOMMENDATIONS**

- 7.1 Members of the Committee are asked note the content of the report and formulate a response on the proposed savings to be presented to the Finance and Policy Committee.

**8. REASON FOR RECOMMENDATIONS**

- 8.1 To enable Finance and Policy Committee to consider the views of Neighbourhood Services Committee Members when considering the MTFS 2020/21

**9. BACKGROUND PAPERS**

- 9.1 Finance and Policy Committee 30<sup>th</sup> September 2019 - Medium Term Financial Strategy (MTFS) 2020/21 and Financial Outlook from 2021/22.
- 9.2 Neighbourhood Services Policy Committee 18<sup>th</sup> October 2019 – Savings programme 2020/21.

**10. CONTACT OFFICER**

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## Neighbourhood Services Committee Budgets

Service Area	Direct Costs - Other £000	Direct Costs Employees £000	Income £000	Support Recharges £000	Contribution from Reserves £000	Grand Total £000
Archaeology	10	89	(88)	12	0	22
Building Design Team	115	995	(1,904)	490	0	(305)
Car Parking	687	207	(1,699)	19	0	(785)
Coast, Countryside & Heritage	800	477	(1,402)	15	0	(111)
Community Safety & Engagement	299	922	(78)	0	(22)	1,120
Construction Support Services	698	400	(1,273)	42	0	(133)
Construction Team	2,648	2,684	(5,647)	426	0	112
Engineering & Design	373	417	(617)	142	0	315
Environmental Services	634	1,907	(535)	933	0	2,938
General Allotments	84	70	(80)	0	(50)	24
Highways & Transportation	2,302	440	(122)	21	0	2,641
Highways Trading	617	1,388	(2,935)	606	0	(324)
Passenger Transport	1,234	1,020	(1,269)	419	0	1,403
Public Protection	128	1,179	(474)	38	(33)	838
Road Safety	2	251	(121)	0	0	133
Street Lighting	890	0	0	0	0	890
Sustainable Transport Concessionary Fares	2,370	0	(3)	0	0	2,368
Vehicle Fleet	2,929	506	(3,798)	243	0	(119)
Waste & Environmental Services	3,248	1,874	(866)	1,021	0	5,276
<b>Grand Total</b>	<b>20,068</b>	<b>14,826</b>	<b>(22,911)</b>	<b>4,427</b>	<b>(105)</b>	<b>16,303</b>



## Neighbourhood Committee 'Other Costs'

Service Area	Cost Centre	Cost Centre Narrative	Expense Head	Expense Head Narrative	2019/2020 TOTAL BUDGET
Archaeology	120500000	Archaeology	2999	Support Service - Insurance	17
Archaeology	120500000	Archaeology	2703	Purchase-Computer/Audio/Visual	50
Archaeology	120500000	Archaeology	3018	Office Consumables/Stationery	50
Archaeology	120500000	Archaeology	3150	Books and Publications	50
Archaeology	120500000	Archaeology	3065	Paper Supplies	80
Archaeology	120500000	Archaeology	2725	General Materials/Equip Purchs	100
Archaeology	120500000	Archaeology	3101	Purchase-General Office Equip	100
Archaeology	120500000	Archaeology	3060	Central Printing	150
Archaeology	120500000	Archaeology	3198	Room Hire/Hall Hire	150
Archaeology	120500000	Archaeology	3340	Cost of Travel	200
Archaeology	120500000	Archaeology	3321	MPS - Service Charge	250
Archaeology	120500000	Archaeology	3480	Subscriptions	250
Archaeology	120500000	Archaeology	3199	Equipment Hire	350
Archaeology	120500000	Archaeology	3322	MPS - Printer Usage	350
Archaeology	120500000	Archaeology	2590	Officers Car Allowance	600
Archaeology	120500000	Archaeology	3204	ProfFees- Analysis/Survey Fees	800
Archaeology	120510000	Archaeology	2530	Vehicle Hire - Central Pool	205
Archaeology	120510000	Archaeology	2703	Purchase-Computer/Audio/Visual	205
Archaeology	120510000	Archaeology	2806	Repair - General Office Equip	256
Archaeology	120510000	Archaeology	3061	Design & Printing Services	359
Archaeology	120510000	Archaeology	2725	General Materials/Equip Purchs	513
Archaeology	120510000	Archaeology	3204	ProfFees- Analysis/Survey Fees	4,658
<b>Archaeology Total</b>					<b>9,742</b>
BDT - Building Design Team	238420000	Legionella Compliance	3150	Books and Publications	15
BDT - Building Design Team	238420000	Legionella Compliance	3340	Cost of Travel	15
BDT - Building Design Team	238420000	Legionella Compliance	3031	Clothing - Protective Purchase	49
BDT - Building Design Team	238420000	Legionella Compliance	3193	Equipment Maintenance	81
BDT - Building Design Team	238420000	Legionella Compliance	3288	Mobile Phone Costs	90
BDT - Building Design Team	238420000	Legionella Compliance	3480	Subscriptions	642

BDT - Building Design Team	238420000	Legionella Compliance	2590	Officers Car Allowance	3,132
BDT - Building Design Team	238420000	Legionella Compliance	2000	Maintenance-Contractor	62,937
BDT - Building Design Team	367090000	BDT - Building Design Team	3322	MPS - Printer Usage	51
BDT - Building Design Team	367090000	BDT - Building Design Team	3340	Cost of Travel	211
BDT - Building Design Team	367090000	BDT - Building Design Team	3150	Books and Publications	250
BDT - Building Design Team	367090000	BDT - Building Design Team	3031	Clothing - Protective Purchase	778
BDT - Building Design Team	367090000	BDT - Building Design Team	3288	Mobile Phone Costs	957
BDT - Building Design Team	367090000	BDT - Building Design Team	2725	General Materials/Equip Purchs	4,127
BDT - Building Design Team	367090000	BDT - Building Design Team	2590	Officers Car Allowance	7,482
BDT - Building Design Team	367090000	BDT - Building Design Team	3280	Telephone - Calls & Rental	11,010
BDT - Building Design Team	367090000	BDT - Building Design Team	3193	Equipment Maintenance	11,514
BDT - Building Design Team	367090000	BDT - Building Design Team	3480	Subscriptions	11,716
<b>BDT - Building Design Team Total</b>					<b>115,058</b>
Car Parking	162050000	Blue Badge Scheme	3061	Design & Printing Services	10,945
Car Parking	367070000	Car Parks General	3150	Books and Publications	51
Car Parking	367070000	Car Parks General	2959	Delivery of Leaflets	56
Car Parking	367070000	Car Parks General	3101	Purchase-General Office Equip	112
Car Parking	367070000	Car Parks General	2530	Vehicle Hire - Central Pool	166
Car Parking	367070000	Car Parks General	2531	Plant Hire - Central Pool	236
Car Parking	367070000	Car Parks General	3322	MPS - Printer Usage	323
Car Parking	367070000	Car Parks General	2725	General Materials/Equip Purchs	513
Car Parking	367070000	Car Parks General	3340	Cost of Travel	533
Car Parking	367070000	Car Parks General	3553	Advertising Costs	560
Car Parking	367070000	Car Parks General	3288	Mobile Phone Costs	607
Car Parking	367070000	Car Parks General	2707	Purchase - Office Furniture	636
Car Parking	367070000	Car Parks General	2590	Officers Car Allowance	712
Car Parking	367070000	Car Parks General	3018	Office Consumables/Stationery	778
Car Parking	367070000	Car Parks General	3280	Telephone - Calls & Rental	1,270
Car Parking	367070000	Car Parks General	2532	Fuel Recharge	1,397
Car Parking	367070000	Car Parks General	4001	DSO - Contract Services	1,538
Car Parking	367070000	Car Parks General	2003	Grounds Maintenance-Local	1,567
Car Parking	367070000	Car Parks General	3061	Design & Printing Services	2,186
Car Parking	367070000	Car Parks General	3193	Equipment Maintenance	2,805

Car Parking	367070000	Car Parks General	2050	Lift Maintenance	5,407
Car Parking	367070000	Car Parks General	5387	Car Parking Developments	6,792
Car Parking	367070000	Car Parks General	3060	Central Printing	7,175
Car Parking	367070000	Car Parks General	3031	Clothing - Protective Purchase	7,346
Car Parking	367070000	Car Parks General	2001	Maintenance - DSO	15,232
Car Parking	367070000	Car Parks General	5006	Dept Prin-Prudential Borrowing	16,496
Car Parking	367070000	Car Parks General	2226	Water Charges	17,116
Car Parking	367070000	Car Parks General	3310	Purchase - Computer Software	23,631
Car Parking	367070000	Car Parks General	5005	Dept Int-Prudential Borrowing	27,266
Car Parking	367070000	Car Parks General	3480	Subscriptions	30,750
Car Parking	367070000	Car Parks General	2000	Maintenance-Contractor	32,869
Car Parking	367070000	Car Parks General	2099	Day-Day Maintenance	37,430
Car Parking	367070000	Car Parks General	2112	Electricity Charges	38,286
Car Parking	367070000	Car Parks General	3190	Hired Security Services	45,015
Car Parking	367070000	Car Parks General	2201	Service Charge	98,292
Car Parking	367070000	Car Parks General	2210	Rates	251,073
<b>Car Parking Total</b>					<b>687,168</b>
Coast, Countryside & Heritage	114240000	Beach Safety	3100	DrugsMedical Cleaning Supps	124
Coast, Countryside & Heritage	114240000	Beach Safety	3193	Equipment Maintenance	124
Coast, Countryside & Heritage	114240000	Beach Safety	2590	Officers Car Allowance	170
Coast, Countryside & Heritage	114240000	Beach Safety	3360	Subsistence Expenses	233
Coast, Countryside & Heritage	114240000	Beach Safety	3280	Telephone - Calls & Rental	259
Coast, Countryside & Heritage	114240000	Beach Safety	3340	Cost of Travel	259
Coast, Countryside & Heritage	114240000	Beach Safety	3480	Subscriptions	259
Coast, Countryside & Heritage	114240000	Beach Safety	3667	Prof Fees - Police Checks	368
Coast, Countryside & Heritage	114240000	Beach Safety	3061	Design & Printing Services	648
Coast, Countryside & Heritage	114240000	Beach Safety	2502	Derv - Vehicles	717
Coast, Countryside & Heritage	114240000	Beach Safety	2709	Purchase - Safety Equipment	1,090
Coast, Countryside & Heritage	114240000	Beach Safety	3030	Clothing & Uniforms Purchase	1,146
Coast, Countryside & Heritage	114240000	Beach Safety	2530	Vehicle Hire - Central Pool	1,427
Coast, Countryside & Heritage	114240000	Beach Safety	2506	Vehicle Servicing/Schldld Maint	1,556
Coast, Countryside & Heritage	114240000	Beach Safety	2000	Maintenance-Contractor	1,778
Coast, Countryside & Heritage	115010000	Burn Valley Gardens	3280	Telephone - Calls & Rental	1,101

Coast, Countryside & Heritage	115090000	Parks - General	3060	Central Printing	78
Coast, Countryside & Heritage	115090000	Parks - General	3101	Purchase-General Office Equip	205
Coast, Countryside & Heritage	115090000	Parks - General	3061	Design & Printing Services	337
Coast, Countryside & Heritage	115090000	Parks - General	2590	Officers Car Allowance	3,077
Coast, Countryside & Heritage	115090000	Parks - General	3193	Equipment Maintenance	8,486
Coast, Countryside & Heritage	115092758	Parks-General-Burn Valley Gard	3194	Prof Fees - Pest Control	70
Coast, Countryside & Heritage	115092758	Parks-General-Burn Valley Gard	2709	Purchase - Safety Equipment	1,101
Coast, Countryside & Heritage	115092758	Parks-General-Burn Valley Gard	3280	Telephone - Calls & Rental	1,101
Coast, Countryside & Heritage	115092759	Parks-General-Rossmere Park	3194	Prof Fees - Pest Control	70
Coast, Countryside & Heritage	115092759	Parks-General-Rossmere Park	3193	Equipment Maintenance	233
Coast, Countryside & Heritage	115092759	Parks-General-Rossmere Park	3280	Telephone - Calls & Rental	457
Coast, Countryside & Heritage	115092761	Ward Jackson Park	3193	Equipment Maintenance	11
Coast, Countryside & Heritage	115092761	Ward Jackson Park	3194	Prof Fees - Pest Control	75
Coast, Countryside & Heritage	115092761	Ward Jackson Park	3280	Telephone - Calls & Rental	1,260
Coast, Countryside & Heritage	115120000	King George V Recreation Grnd	3193	Equipment Maintenance	177
Coast, Countryside & Heritage	115120000	King George V Recreation Grnd	3280	Telephone - Calls & Rental	428
Coast, Countryside & Heritage	115390000	Rights of Way	3667	Prof Fees - Police Checks	43
Coast, Countryside & Heritage	115390000	Rights of Way	2530	Vehicle Hire - Central Pool	252
Coast, Countryside & Heritage	115390000	Rights of Way	3360	Subsistence Expenses	316
Coast, Countryside & Heritage	115390000	Rights of Way	2590	Officers Car Allowance	680
Coast, Countryside & Heritage	115390000	Rights of Way	2001	Maintenance - DSO	4,440
Coast, Countryside & Heritage	115390000	Rights of Way	3553	Advertising Costs	4,440
Coast, Countryside & Heritage	115390000	Rights of Way	2000	Maintenance-Contractor	7,153
Coast, Countryside & Heritage	115400000	Local Access Forum	2590	Officers Car Allowance	224
Coast, Countryside & Heritage	115400000	Local Access Forum	3360	Subsistence Expenses	368
Coast, Countryside & Heritage	115400000	Local Access Forum	2703	Purchase-Computer/Audio/Visual	410
Coast, Countryside & Heritage	115410000	Tree Management	2001	Maintenance - DSO	6,472
Coast, Countryside & Heritage	116020000	Childrens Playgrounds	3203	Prof Fees -External Consultant	1,671
Coast, Countryside & Heritage	116020000	Childrens Playgrounds	3310	Purchase - Computer Software	3,892
Coast, Countryside & Heritage	116020000	Childrens Playgrounds	2004	Alterations&Improvements	6,728
Coast, Countryside & Heritage	116020000	Childrens Playgrounds	3101	Purchase-General Office Equip	10,706
Coast, Countryside & Heritage	116020000	Childrens Playgrounds	2002	Vandalism Repairs	11,021
Coast, Countryside & Heritage	122160000	Local Nature Reserve Officer	3667	Prof Fees - Police Checks	124

Coast, Countryside & Heritage	122160000	Local Nature Reserve Officer	2801	Vehicle Repair (User Responsb)	140
Coast, Countryside & Heritage	122160000	Local Nature Reserve Officer	2590	Officers Car Allowance	466
Coast, Countryside & Heritage	122160000	Local Nature Reserve Officer	3030	Clothing & Uniforms Purchase	1,727
Coast, Countryside & Heritage	123040000	Seaton Changing Facilities	3199	Equipment Hire	10,398
Coast, Countryside & Heritage	130210000	Landscape&Conservation-Mangmnt	3203	Prof Fees -External Consultant	127
Coast, Countryside & Heritage	130210000	Landscape&Conservation-Mangmnt	3150	Books and Publications	316
Coast, Countryside & Heritage	130210000	Landscape&Conservation-Mangmnt	3322	MPS - Printer Usage	322
Coast, Countryside & Heritage	130210000	Landscape&Conservation-Mangmnt	2590	Officers Car Allowance	342
Coast, Countryside & Heritage	130210000	Landscape&Conservation-Mangmnt	3060	Central Printing	918
Coast, Countryside & Heritage	130210000	Landscape&Conservation-Mangmnt	2703	Purchase-Computer/Audio/Visual	1,649
Coast, Countryside & Heritage	130210000	Landscape&Conservation-Mangmnt	2707	Purchase - Office Furniture	1,939
Coast, Countryside & Heritage	130210000	Landscape&Conservation-Mangmnt	3480	Subscriptions	4,427
Coast, Countryside & Heritage	367430000	Cems & Cems	2000	Maintenance-Contractor	40
Coast, Countryside & Heritage	367430000	Cems & Cems	3065	Paper Supplies	49
Coast, Countryside & Heritage	367430000	Cems & Cems	2592	Car Parking Charges	80
Coast, Countryside & Heritage	367430000	Cems & Cems	3018	Office Consumables/Stationery	115
Coast, Countryside & Heritage	367430000	Cems & Cems	2257	Removal Clinical Waste	115
Coast, Countryside & Heritage	367430000	Cems & Cems	3450	Grants & Donations	231
Coast, Countryside & Heritage	367430000	Cems & Cems	3100	DrugsMedical Cleaning Supps	260
Coast, Countryside & Heritage	367430000	Cems & Cems	3060	Central Printing	340
Coast, Countryside & Heritage	367430000	Cems & Cems	3186	Work Placement - Employment Su	395
Coast, Countryside & Heritage	367430000	Cems & Cems	2004	Alterations&Improvements	396
Coast, Countryside & Heritage	367430000	Cems & Cems	3288	Mobile Phone Costs	509
Coast, Countryside & Heritage	367430000	Cems & Cems	2590	Officers Car Allowance	550
Coast, Countryside & Heritage	367430000	Cems & Cems	3591	Book of Remembrance Entries	584
Coast, Countryside & Heritage	367430000	Cems & Cems	3203	Prof Fees -External Consultant	848
Coast, Countryside & Heritage	367430000	Cems & Cems	2725	General Materials/Equip Purchs	1,027
Coast, Countryside & Heritage	367430000	Cems & Cems	3280	Telephone - Calls & Rental	1,096
Coast, Countryside & Heritage	367430000	Cems & Cems	3101	Purchase-General Office Equip	1,181
Coast, Countryside & Heritage	367430000	Cems & Cems	3217	Prof Fees - Coroners Fees	2,261
Coast, Countryside & Heritage	367430000	Cems & Cems	3031	Clothing - Protective Purchase	2,261
Coast, Countryside & Heritage	367430000	Cems & Cems	2226	Water Charges	2,304
Coast, Countryside & Heritage	367430000	Cems & Cems	2096	Contribution Planned Maint Fnd	4,493

Coast, Countryside & Heritage	367430000	Cems & Cems	2112	Electricity Charges	5,925
Coast, Countryside & Heritage	367430000	Cems & Cems	3592	Plaques/Rose Trees Etc	10,547
Coast, Countryside & Heritage	367430000	Cems & Cems	2099	Day-Day Maintenance	13,680
Coast, Countryside & Heritage	367430000	Cems & Cems	2210	Rates	18,631
Coast, Countryside & Heritage	367430000	Cems & Cems	2098	Cyclical Maintenance	24,717
Coast, Countryside & Heritage	367430000	Cems & Cems	2259	Trading Recharge - Build Clean	27,262
Coast, Countryside & Heritage	367430000	Cems & Cems	2001	Maintenance - DSO	40,692
Coast, Countryside & Heritage	367430000	Cems & Cems	2106	Gas Charges	49,723
Coast, Countryside & Heritage	367430000	Cems & Cems	5006	Dept Prin-Prudential Borrowing	56,310
Coast, Countryside & Heritage	367430000	Cems & Cems	5005	Dept Int-Prudential Borrowing	71,775
Coast, Countryside & Heritage	367430000	Cems & Cems	4001	DSO - Contract Services	344,438
Coast, Countryside & Heritage	367450000	Outdoor Markets	3288	Mobile Phone Costs	268
Coast, Countryside & Heritage	367450000	Outdoor Markets	2255	Trade Waste Charges	3,014
Coast, Countryside & Heritage	367450000	Outdoor Markets	4001	DSO - Contract Services	4,092
<b>Coast, Countryside &amp; Heritage Total</b>					<b>800,346</b>
Community Safety & Engagement	120630000	Community Safety	3594	Supply of Black Sacks	26
Community Safety & Engagement	120630000	Community Safety	3360	Subsistence Expenses	56
Community Safety & Engagement	120630000	Community Safety	3314	Purchase-Computer Consumables	115
Community Safety & Engagement	120630000	Community Safety	2592	Car Parking Charges	118
Community Safety & Engagement	120630000	Community Safety	3199	Equipment Hire	118
Community Safety & Engagement	120630000	Community Safety	3310	Purchase - Computer Software	118
Community Safety & Engagement	120630000	Community Safety	3380	Accommodation Expenses	118
Community Safety & Engagement	120630000	Community Safety	2801	Vehicle Repair (User Responsb)	128
Community Safety & Engagement	120630000	Community Safety	3151	Newspapers/Perdcals	164
Community Safety & Engagement	120630000	Community Safety	3300	Tv Licence & Radio Costs	166
Community Safety & Engagement	120630000	Community Safety	3198	Room Hire/Hall Hire	277
Community Safety & Engagement	120630000	Community Safety	3101	Purchase-General Office Equip	353
Community Safety & Engagement	120630000	Community Safety	3000	Provisions - Food/Beverages	384
Community Safety & Engagement	120630000	Community Safety	3480	Subscriptions	395
Community Safety & Engagement	120630000	Community Safety	3100	DrugsMedical Cleaning Supps	580
Community Safety & Engagement	120630000	Community Safety	3065	Paper Supplies	763
Community Safety & Engagement	120630000	Community Safety	3340	Cost of Travel	905
Community Safety & Engagement	120630000	Community Safety	3060	Central Printing	1,028



Community Safety & Engagement	120630000	Community Safety	3315	Software User Fee	1,160
Community Safety & Engagement	120630000	Community Safety	3270	General Postage Charges	1,419
Community Safety & Engagement	120630000	Community Safety	2725	General Materials/Equip Purchs	1,497
Community Safety & Engagement	120630000	Community Safety	3288	Mobile Phone Costs	1,712
Community Safety & Engagement	120630000	Community Safety	3018	Office Consumables/Stationery	1,819
Community Safety & Engagement	120630000	Community Safety	3613	Activities	2,488
Community Safety & Engagement	120630000	Community Safety	3400	Conference Fees	2,544
Community Safety & Engagement	120630000	Community Safety	3010	Catering Costs	2,617
Community Safety & Engagement	120630000	Community Safety	3280	Telephone - Calls & Rental	2,728
Community Safety & Engagement	120630000	Community Safety	3553	Advertising Costs	2,968
Community Safety & Engagement	120630000	Community Safety	3322	MPS - Printer Usage	4,035
Community Safety & Engagement	120630000	Community Safety	2590	Officers Car Allowance	9,298
Community Safety & Engagement	120630000	Community Safety	3450	Grants & Donations	11,565
Community Safety & Engagement	120630000	Community Safety	4101	Third PP - Other Establishmnts	43,084
Community Safety & Engagement	120640000	CCTV - Town Centre	2532	Fuel Recharge	105
Community Safety & Engagement	120640000	CCTV - Town Centre	3319	IT Prtnrshp-Additional Service	136
Community Safety & Engagement	120640000	CCTV - Town Centre	2252	Cleaning of Buildings	210
Community Safety & Engagement	120640000	CCTV - Town Centre	2725	General Materials/Equip Purchs	294
Community Safety & Engagement	120640000	CCTV - Town Centre	3322	MPS - Printer Usage	512
Community Safety & Engagement	120640000	CCTV - Town Centre	3280	Telephone - Calls & Rental	664
Community Safety & Engagement	120640000	CCTV - Town Centre	2592	Car Parking Charges	885
Community Safety & Engagement	120640000	CCTV - Town Centre	3193	Equipment Maintenance	5,376
Community Safety & Engagement	120640000	CCTV - Town Centre	2112	Electricity Charges	14,746
Community Safety & Engagement	120640000	CCTV - Town Centre	5005	Dept Int-Prudential Borrowing	15,744
Community Safety & Engagement	120640000	CCTV - Town Centre	2000	Maintenance-Contractor	26,624
Community Safety & Engagement	121480000	Community Safety PCC Contribut	4101	Third PP - Other Establishmnts	54,970
Community Safety & Engagement	367500000	Abandoned Vehicles	3765	Uplift of Abandoned Vehicles	4,800
Community Safety & Engagement	367540000	Ward Funds General	3451	Grants to Vol, Comm & Social	75,900
Community Safety & Engagement	367810000	Equine Enforcement	2725	General Materials/Equip Purchs	3,000
<b>Community Safety &amp; Engagement Total</b>					<b>298,712</b>
Construction Support Services	362800000	Reed Street Depot	2226	Water Charges	2,722
Construction Support Services	362800000	Reed Street Depot	2252	Cleaning of Buildings	8,000
Construction Support Services	362800000	Reed Street Depot	2112	Electricity Charges	8,540

Construction Support Services	362800000	Reed Street Depot	2210	Rates	13,968
Construction Support Services	362800000	Reed Street Depot	2001	Maintenance - DSO	30,000
Construction Support Services	362820000	Tofts Farm Depot	2060	Security System Maint	-175
Construction Support Services	362820000	Tofts Farm Depot	2226	Water Charges	8,200
Construction Support Services	362820000	Tofts Farm Depot	2252	Cleaning of Buildings	16,400
Construction Support Services	362820000	Tofts Farm Depot	5006	Dept Prin-Prudential Borrowing	20,414
Construction Support Services	362820000	Tofts Farm Depot	2112	Electricity Charges	24,600
Construction Support Services	362820000	Tofts Farm Depot	2106	Gas Charges	26,133
Construction Support Services	362820000	Tofts Farm Depot	2210	Rates	41,849
Construction Support Services	362820000	Tofts Farm Depot	2001	Maintenance - DSO	60,175
Construction Support Services	362820000	Tofts Farm Depot	5005	Dept Int-Prudential Borrowing	87,486
Construction Support Services	366100000	DSO-Stores	3061	Design & Printing Services	109
Construction Support Services	366100000	DSO-Stores	3064	Photocopying Rental & Chrgs	109
Construction Support Services	366100000	DSO-Stores	3288	Mobile Phone Costs	300
Construction Support Services	366100000	DSO-Stores	2590	Officers Car Allowance	686
Construction Support Services	366100000	DSO-Stores	3031	Clothing - Protective Purchase	1,077
Construction Support Services	366100000	DSO-Stores	2999	Support Service - Insurance	1,387
Construction Support Services	366100000	DSO-Stores	3280	Telephone - Calls & Rental	1,400
Construction Support Services	366100000	DSO-Stores	2532	Fuel Recharge	2,100
Construction Support Services	366100000	DSO-Stores	3593	Tools	2,693
Construction Support Services	366100000	DSO-Stores	2803	Repair/Maintain-Comp Equip	3,041
Construction Support Services	366100000	DSO-Stores	2531	Plant Hire - Central Pool	5,500
Construction Support Services	366520000	Small Plant Store	2801	Vehicle Repair (User Responsb)	2,563
Construction Support Services	366520000	Small Plant Store	3101	Purchase-General Office Equip	194,750
Construction Support Services	366650000	Logistics P&L Account	3101	Purchase-General Office Equip	2,000
Construction Support Services	366650000	Logistics P&L Account	5007	DSO Stores	50,000
Construction Support Services	366650000	Logistics P&L Account	2725	General Materials/Equip Purchs	71,300
Construction Support Services	366660000	Logistics Overhead Account	2531	Plant Hire - Central Pool	10,270
<b>Construction Support Services Total</b>					<b>697,597</b>
Construction Team	363140000	Cyclical Maintenance	2001	Maintenance - DSO	5,073
Construction Team	363140000	Cyclical Maintenance	2098	Cyclical Maintenance	153,163
Construction Team	366140000	Fuel - Regen and Neighbourhood	2502	Derv - Vehicles	660,000
Construction Team	366210000	Building Maintenance	2702	Purchase-Vehicle Parts	200



Construction Team	366210000	Building Maintenance	3101	Purchase-General Office Equip	11,000
Construction Team	366210000	Building Maintenance	5007	DSO Stores	50,000
Construction Team	366210000	Building Maintenance	2727	Purchase-Electrical Parts	128,200
Construction Team	366210000	Building Maintenance	2725	General Materials/Equip Purchs	223,818
Construction Team	366210000	Building Maintenance	2728	Building/Constructn Materials	277,670
Construction Team	366210000	Building Maintenance	3277	Sub Contractors	971,000
Construction Team	366310000	Building Maint Trading Overhds	3018	Office Consumables/Stationery	100
Construction Team	366310000	Building Maint Trading Overhds	3101	Purchase-General Office Equip	650
Construction Team	366310000	Building Maint Trading Overhds	3060	Central Printing	1,600
Construction Team	366310000	Building Maint Trading Overhds	2801	Vehicle Repair (User Responsb)	1,600
Construction Team	366310000	Building Maint Trading Overhds	2075	Rubbish Removal	1,600
Construction Team	366310000	Building Maint Trading Overhds	3191	Legal Fees (non vatable)	2,102
Construction Team	366310000	Building Maint Trading Overhds	3480	Subscriptions	2,200
Construction Team	366310000	Building Maint Trading Overhds	3288	Mobile Phone Costs	4,028
Construction Team	366310000	Building Maint Trading Overhds	2725	General Materials/Equip Purchs	5,050
Construction Team	366310000	Building Maint Trading Overhds	5008	Stores-Write Off	5,200
Construction Team	366310000	Building Maint Trading Overhds	3031	Clothing - Protective Purchase	5,200
Construction Team	366310000	Building Maint Trading Overhds	3593	Tools	9,438
Construction Team	366310000	Building Maint Trading Overhds	2999	Support Service - Insurance	9,760
Construction Team	366310000	Building Maint Trading Overhds	2530	Vehicle Hire - Central Pool	20,500
Construction Team	366310000	Building Maint Trading Overhds	2532	Fuel Recharge	33,750
Construction Team	366310000	Building Maint Trading Overhds	2531	Plant Hire - Central Pool	64,660
Construction Team	366410000	Build Maint Control Account	3288	Mobile Phone Costs	310
<b>Construction Team Total</b>					<b>2,647,871</b>
Engineering & Design	101780000	Coast Protection	3000	Provisions - Food/Beverages	100
Engineering & Design	101780000	Coast Protection	2530	Vehicle Hire - Central Pool	300
Engineering & Design	101780000	Coast Protection	3340	Cost of Travel	500
Engineering & Design	101780000	Coast Protection	3380	Accommodation Expenses	1,300
Engineering & Design	101780000	Coast Protection	2725	General Materials/Equip Purchs	2,496
Engineering & Design	101780000	Coast Protection	2200	Rent	4,061
Engineering & Design	101780000	Coast Protection	5006	Dept Prin-Prudential Borrowing	11,550
Engineering & Design	101780000	Coast Protection	5005	Dept Int-Prudential Borrowing	23,926
Engineering & Design	101780000	Coast Protection	2000	Maintenance-Contractor	231,119

Engineering & Design	103010000	Claxton Site	3280	Telephone - Calls & Rental	200
Engineering & Design	103010000	Claxton Site	2112	Electricity Charges	289
Engineering & Design	103010000	Claxton Site	2000	Maintenance-Contractor	22,719
Engineering & Design	103030000	Contaminated Land	3340	Cost of Travel	150
Engineering & Design	103030000	Contaminated Land	2000	Maintenance-Contractor	41,165
Engineering & Design	155580000	Bridges/Retaining Wall Works	2000	Maintenance-Contractor	910
Engineering & Design	367020000	Engineers	3060	Central Printing	25
Engineering & Design	367020000	Engineers	3360	Subsistence Expenses	50
Engineering & Design	367020000	Engineers	3280	Telephone - Calls & Rental	55
Engineering & Design	367020000	Engineers	2801	Vehicle Repair (User Responsb)	100
Engineering & Design	367020000	Engineers	3186	Work Placement - Employment Su	118
Engineering & Design	367020000	Engineers	3322	MPS - Printer Usage	150
Engineering & Design	367020000	Engineers	3340	Cost of Travel	250
Engineering & Design	367020000	Engineers	2590	Officers Car Allowance	265
Engineering & Design	367020000	Engineers	3480	Subscriptions	280
Engineering & Design	367020000	Engineers	3288	Mobile Phone Costs	500
Engineering & Design	367020000	Engineers	3319	IT Prtnrshp-Additional Service	4,242
Engineering & Design	367280000	Floods & Water Manage Act 2010	2000	Maintenance-Contractor	26,000
<b>Engineering &amp; Design Total</b>					<b>372,820</b>
Environmental Services	115300000	Operations Management	3340	Cost of Travel	33
Environmental Services	115300000	Operations Management	3173	Photography - Service Cost	48
Environmental Services	115300000	Operations Management	3360	Subsistence Expenses	124
Environmental Services	115300000	Operations Management	3480	Subscriptions	124
Environmental Services	115300000	Operations Management	3060	Central Printing	304
Environmental Services	115300000	Operations Management	3061	Design & Printing Services	368
Environmental Services	115300000	Operations Management	2707	Purchase - Office Furniture	606
Environmental Services	115300000	Operations Management	3553	Advertising Costs	612
Environmental Services	115300000	Operations Management	2590	Officers Car Allowance	1,542
Environmental Services	115300000	Operations Management	3101	Purchase-General Office Equip	2,958
Environmental Services	362910000	Street Cleansing	3060	Central Printing	112
Environmental Services	362910000	Street Cleansing	3322	MPS - Printer Usage	520
Environmental Services	362910000	Street Cleansing	3018	Office Consumables/Stationery	552
Environmental Services	362910000	Street Cleansing	2590	Officers Car Allowance	1,493

Environmental Services	362910000	Street Cleansing	2801	Vehicle Repair (User Responsb)	2,103
Environmental Services	362910000	Street Cleansing	3199	Equipment Hire	2,500
Environmental Services	362910000	Street Cleansing	3031	Clothing - Protective Purchase	3,560
Environmental Services	362910000	Street Cleansing	2531	Plant Hire - Central Pool	10,675
Environmental Services	362910000	Street Cleansing	3593	Tools	11,050
Environmental Services	362910000	Street Cleansing	2725	General Materials/Equip Purchs	29,000
Environmental Services	362910000	Street Cleansing	2532	Fuel Recharge	82,040
Environmental Services	362980000	Grounds Maintenance	4001	DSO - Contract Services	1,500
Environmental Services	362980000	Grounds Maintenance	4123	Unscheduled Work	14,718
Environmental Services	366220000	Grounds Maintenance P & L	2702	Purchase-Vehicle Parts	1,000
Environmental Services	366220000	Grounds Maintenance P & L	5007	DSO Stores	11,546
Environmental Services	366220000	Grounds Maintenance P & L	2725	General Materials/Equip Purchs	14,350
Environmental Services	366220000	Grounds Maintenance P & L	2708	Purchase Garden Equipment	125,689
Environmental Services	366320000	Grounds Maint Trading Overhead	3288	Mobile Phone Costs	262
Environmental Services	366320000	Grounds Maint Trading Overhead	3280	Telephone - Calls & Rental	1,050
Environmental Services	366320000	Grounds Maint Trading Overhead	2099	Day-Day Maintenance	1,649
Environmental Services	366320000	Grounds Maint Trading Overhead	3553	Advertising Costs	2,099
Environmental Services	366320000	Grounds Maint Trading Overhead	4001	DSO - Contract Services	2,110
Environmental Services	366320000	Grounds Maint Trading Overhead	2252	Cleaning of Buildings	2,151
Environmental Services	366320000	Grounds Maint Trading Overhead	4006	DSO - Highways	2,625
Environmental Services	366320000	Grounds Maint Trading Overhead	3250	Prof Fees - Bank Charges	2,649
Environmental Services	366320000	Grounds Maint Trading Overhead	2590	Officers Car Allowance	3,050
Environmental Services	366320000	Grounds Maint Trading Overhead	2725	General Materials/Equip Purchs	6,694
Environmental Services	366320000	Grounds Maint Trading Overhead	3593	Tools	8,091
Environmental Services	366320000	Grounds Maint Trading Overhead	3031	Clothing - Protective Purchase	8,220
Environmental Services	366320000	Grounds Maint Trading Overhead	2530	Vehicle Hire - Central Pool	24,000
Environmental Services	366320000	Grounds Maint Trading Overhead	2801	Vehicle Repair (User Responsb)	27,154
Environmental Services	366320000	Grounds Maint Trading Overhead	2999	Support Service - Insurance	29,305
Environmental Services	366320000	Grounds Maint Trading Overhead	2532	Fuel Recharge	65,138
Environmental Services	366320000	Grounds Maint Trading Overhead	2531	Plant Hire - Central Pool	128,234
<b>Environmental Services Total</b>					<b>633,608</b>
General Allotments	116000000	General Allotments	3101	Purchase-General Office Equip	55
General Allotments	116000000	General Allotments	3198	Room Hire/Hall Hire	150

General Allotments	116000000	General Allotments	2003	Grounds Maintenance-Local	800
General Allotments	116000000	General Allotments	2725	General Materials/Equip Purchs	1,000
General Allotments	116000000	General Allotments	3060	Central Printing	1,000
General Allotments	116000000	General Allotments	2530	Vehicle Hire - Central Pool	1,300
General Allotments	116000000	General Allotments	3270	General Postage Charges	2,700
General Allotments	116000000	General Allotments	3194	Prof Fees - Pest Control	3,900
General Allotments	116000000	General Allotments	2004	Alterations&Improvements	5,000
General Allotments	116000000	General Allotments	2263	Removal-General Waste	10,000
General Allotments	116000000	General Allotments	2099	Day-Day Maintenance	11,636
General Allotments	116000000	General Allotments	5006	Dept Prin-Prudential Borrowing	12,000
General Allotments	116000000	General Allotments	2226	Water Charges	16,000
General Allotments	116000000	General Allotments	5005	Dept Int-Prudential Borrowing	18,000
<b>General Allotments Total</b>					<b>83,541</b>
Highways & Transportation	151010000	Closures & Diversions	4001	DSO - Contract Services	5,882
Highways & Transportation	151010000	Closures & Diversions	3553	Advertising Costs	6,318
Highways & Transportation	151110000	Condition Surveys	3204	ProfFees- Analysis/Survey Fees	34,890
Highways & Transportation	151160000	Toxic Waste-Holding Code	4067	Third Party Payments CFA	15,824
Highways & Transportation	153000000	Scheduled Maintenance -General	5030	RCCO	3,865
Highways & Transportation	153000000	Scheduled Maintenance -General	4001	DSO - Contract Services	4,433
Highways & Transportation	153000000	Scheduled Maintenance -General	5006	Dept Prin-Prudential Borrowing	11,102
Highways & Transportation	153000000	Scheduled Maintenance -General	5005	Dept Int-Prudential Borrowing	11,576
Highways & Transportation	155510000	Unscheduled Rd Maint-Unclassfd	3280	Telephone - Calls & Rental	140
Highways & Transportation	155510000	Unscheduled Rd Maint-Unclassfd	3194	Prof Fees - Pest Control	300
Highways & Transportation	155510000	Unscheduled Rd Maint-Unclassfd	2000	Maintenance-Contractor	550
Highways & Transportation	155510000	Unscheduled Rd Maint-Unclassfd	5350	Planning	1,649
Highways & Transportation	155510000	Unscheduled Rd Maint-Unclassfd	4001	DSO - Contract Services	643,781
Highways & Transportation	155520000	Scheduled Patching	4001	DSO - Contract Services	324,781
Highways & Transportation	155630000	NRSWA Management	3288	Mobile Phone Costs	136
Highways & Transportation	155630000	NRSWA Management	3203	Prof Fees -External Consultant	452
Highways & Transportation	155630000	NRSWA Management	3319	IT Prtnrshp-Additional Service	987
Highways & Transportation	155630000	NRSWA Management	2703	Purchase-Computer/Audio/Visual	34,643
Highways & Transportation	156510000	Traffic Signals	4001	DSO - Contract Services	78,449
Highways & Transportation	158500000	Winter Maintenance	2112	Electricity Charges	227

Highways & Transportation	158500000	Winter Maintenance	2210	Rates	6,647
Highways & Transportation	158500000	Winter Maintenance	2226	Water Charges	9,726
Highways & Transportation	158500000	Winter Maintenance	4001	DSO - Contract Services	203,599
Highways & Transportation	158510000	Highways Accident Damage	3688	Prof Fees -CFA Special Srvces	20,385
Highways & Transportation	158510000	Highways Accident Damage	4001	DSO - Contract Services	28,136
Highways & Transportation	158570000	Highways Insurance Claims	2999	Support Service - Insurance	594,217
Highways & Transportation	162400000	Laboratories	5384	Materials Testing	9,189
Highways & Transportation	162400000	Laboratories	3209	Contractor Payments	14,165
Highways & Transportation	362960000	Gullys & Drainage	3194	Prof Fees - Pest Control	100
Highways & Transportation	362960000	Gullys & Drainage	5374	Gully Repairs	38,140
Highways & Transportation	362960000	Gullys & Drainage	4001	DSO - Contract Services	181,753
Highways & Transportation	367060000	Highways & Transportation	3000	Provisions - Food/Beverages	15
Highways & Transportation	367060000	Highways & Transportation	3031	Clothing - Protective Purchase	30
Highways & Transportation	367060000	Highways & Transportation	3280	Telephone - Calls & Rental	174
Highways & Transportation	367060000	Highways & Transportation	3322	MPS - Printer Usage	200
Highways & Transportation	367060000	Highways & Transportation	3060	Central Printing	200
Highways & Transportation	367060000	Highways & Transportation	2725	General Materials/Equip Purchs	200
Highways & Transportation	367060000	Highways & Transportation	2801	Vehicle Repair (User Responsb)	250
Highways & Transportation	367060000	Highways & Transportation	3288	Mobile Phone Costs	301
Highways & Transportation	367060000	Highways & Transportation	2112	Electricity Charges	360
Highways & Transportation	367060000	Highways & Transportation	3340	Cost of Travel	602
Highways & Transportation	367060000	Highways & Transportation	3186	Work Placement - Employment Su	818
Highways & Transportation	367060000	Highways & Transportation	2532	Fuel Recharge	1,000
Highways & Transportation	367060000	Highways & Transportation	3319	IT Prtnrshp-Additional Service	3,130
Highways & Transportation	367060000	Highways & Transportation	2530	Vehicle Hire - Central Pool	3,900
Highways & Transportation	367060000	Highways & Transportation	2590	Officers Car Allowance	4,731
<b>Highways &amp; Transportation Total</b>					<b>2,301,953</b>
Highways Trading	366200000	Highways P & L	3101	Purchase-General Office Equip	920
Highways Trading	366200000	Highways P & L	5007	DSO Stores	35,903
Highways Trading	366200000	Highways P & L	3277	Sub Contractors	196,000
Highways Trading	366200000	Highways P & L	2729	Highway Supplies	200,000
Highways Trading	366300000	Highways Trading Overheads	3322	MPS - Printer Usage	20
Highways Trading	366300000	Highways Trading Overheads	3150	Books and Publications	40

Highways Trading	366300000	Highways Trading Overheads	3270	General Postage Charges	44
Highways Trading	366300000	Highways Trading Overheads	3100	DrugsMedical Cleaning Supps	60
Highways Trading	366300000	Highways Trading Overheads	2725	General Materials/Equip Purchs	100
Highways Trading	366300000	Highways Trading Overheads	3060	Central Printing	130
Highways Trading	366300000	Highways Trading Overheads	3480	Subscriptions	1,800
Highways Trading	366300000	Highways Trading Overheads	2801	Vehicle Repair (User Responsb)	1,869
Highways Trading	366300000	Highways Trading Overheads	3031	Clothing - Protective Purchase	2,541
Highways Trading	366300000	Highways Trading Overheads	3593	Tools	2,732
Highways Trading	366300000	Highways Trading Overheads	2530	Vehicle Hire - Central Pool	8,000
Highways Trading	366300000	Highways Trading Overheads	5008	Stores-Write Off	10,000
Highways Trading	366300000	Highways Trading Overheads	2075	Rubbish Removal	25,000
Highways Trading	366300000	Highways Trading Overheads	2999	Support Service - Insurance	30,150
Highways Trading	366300000	Highways Trading Overheads	2532	Fuel Recharge	47,854
Highways Trading	366300000	Highways Trading Overheads	2531	Plant Hire - Central Pool	53,573
<b>Highways Trading Total</b>					616,736
Passenger Transport	222490000	Extended Rights School Transpo	2566	Contract Tickets	76,898
Passenger Transport	222500000	Primary Mainstream Transport	2561	Clients Travel	6
Passenger Transport	222500000	Primary Mainstream Transport	3344	Taxis	284
Passenger Transport	222500000	Primary Mainstream Transport	2564	Contract Buses	18,857
Passenger Transport	222500000	Primary Mainstream Transport	2530	Vehicle Hire - Central Pool	30,682
Passenger Transport	222510000	Secondary Mainstream Transport	2561	Clients Travel	50
Passenger Transport	222510000	Secondary Mainstream Transport	3344	Taxis	10,425
Passenger Transport	222510000	Secondary Mainstream Transport	2566	Contract Tickets	10,727
Passenger Transport	222510000	Secondary Mainstream Transport	2564	Contract Buses	20,898
Passenger Transport	222510000	Secondary Mainstream Transport	2530	Vehicle Hire - Central Pool	63,330
Passenger Transport	222520000	Special In Primary Mainstream	2564	Contract Buses	2,180
Passenger Transport	222520000	Special In Primary Mainstream	2530	Vehicle Hire - Central Pool	18,559
Passenger Transport	222520000	Special In Primary Mainstream	3344	Taxis	22,612
Passenger Transport	222530000	Special In Secondary Mainstrm	3344	Taxis	22,024
Passenger Transport	222530000	Special In Secondary Mainstrm	2564	Contract Buses	38,009
Passenger Transport	222540000	Home-School Transport:Special	3288	Mobile Phone Costs	9
Passenger Transport	222540000	Home-School Transport:Special	3553	Advertising Costs	30
Passenger Transport	222540000	Home-School Transport:Special	3018	Office Consumables/Stationery	38



Passenger Transport	222540000	Home-School Transport:Special	3030	Clothing & Uniforms Purchase	288
Passenger Transport	222540000	Home-School Transport:Special	3060	Central Printing	485
Passenger Transport	222540000	Home-School Transport:Special	2709	Purchase - Safety Equipment	597
Passenger Transport	222540000	Home-School Transport:Special	2566	Contract Tickets	627
Passenger Transport	222540000	Home-School Transport:Special	2725	General Materials/Equip Purchs	1,031
Passenger Transport	222540000	Home-School Transport:Special	2564	Contract Buses	154,978
Passenger Transport	222540000	Home-School Transport:Special	2530	Vehicle Hire - Central Pool	248,290
Passenger Transport	222540000	Home-School Transport:Special	3344	Taxis	386,698
Passenger Transport	223930000	Student Support	3018	Office Consumables/Stationery	54
Passenger Transport	223930000	Student Support	3322	MPS - Printer Usage	250
Passenger Transport	225030000	Home To School Transport Holdi	3416	Home to School Transport	6,033
Passenger Transport	366360000	Passenger Transport	3031	Clothing - Protective Purchase	1,200
Passenger Transport	366360000	Passenger Transport	2530	Vehicle Hire - Central Pool	4,155
Passenger Transport	366360000	Passenger Transport	2999	Support Service - Insurance	8,412
Passenger Transport	366360000	Passenger Transport	2532	Fuel Recharge	78,868
Passenger Transport	366820000	ITU Couriers	2532	Fuel Recharge	4,757
Passenger Transport	367080000	ITU Passenger Transport Manage	2502	Derv - Vehicles	12
Passenger Transport	367080000	ITU Passenger Transport Manage	2590	Officers Car Allowance	577
Passenger Transport	367080000	ITU Passenger Transport Manage	3061	Design & Printing Services	724
<b>Passenger Transport Total</b>					<b>1,233,653</b>
Public Protection	101890000	Environmental Protection	3209	Contractor Payments	132
Public Protection	101890000	Environmental Protection	3150	Books and Publications	274
Public Protection	101890000	Environmental Protection	3031	Clothing - Protective Purchase	303
Public Protection	101890000	Environmental Protection	2806	Repair - General Office Equip	437
Public Protection	101890000	Environmental Protection	3204	ProfFees- Analysis/Survey Fees	780
Public Protection	101890000	Environmental Protection	2530	Vehicle Hire - Central Pool	958
Public Protection	101890000	Environmental Protection	3280	Telephone - Calls & Rental	1,225
Public Protection	101890000	Environmental Protection	3199	Equipment Hire	1,723
Public Protection	101890000	Environmental Protection	2801	Vehicle Repair (User Responsb)	1,878
Public Protection	101890000	Environmental Protection	2532	Fuel Recharge	2,697
Public Protection	101890000	Environmental Protection	3193	Equipment Maintenance	3,111
Public Protection	101890000	Environmental Protection	2725	General Materials/Equip Purchs	4,496
Public Protection	270550000	Private Sector Housing	2074	Securing Private Propeties	1,188

Public Protection	270550000	Private Sector Housing	2079	Repairs under Housing Act	1,188
Public Protection	270550000	Private Sector Housing	2078	Blocked Drains	4,751
Public Protection	270550000	Private Sector Housing	2075	Rubbish Removal	15,438
Public Protection	367390000	Housing Standards	3018	Office Consumables/Stationery	36
Public Protection	367390000	Housing Standards	3198	Room Hire/Hall Hire	43
Public Protection	367390000	Housing Standards	3150	Books and Publications	43
Public Protection	367390000	Housing Standards	2592	Car Parking Charges	44
Public Protection	367390000	Housing Standards	3065	Paper Supplies	56
Public Protection	367390000	Housing Standards	2725	General Materials/Equip Purchs	56
Public Protection	367390000	Housing Standards	3000	Provisions - Food/Beverages	75
Public Protection	367390000	Housing Standards	3031	Clothing - Protective Purchase	85
Public Protection	367390000	Housing Standards	2707	Purchase - Office Furniture	95
Public Protection	367390000	Housing Standards	3480	Subscriptions	103
Public Protection	367390000	Housing Standards	3603	Petty Cash-Vat Non Reclaimable	114
Public Protection	367390000	Housing Standards	3060	Central Printing	122
Public Protection	367390000	Housing Standards	3340	Cost of Travel	198
Public Protection	367390000	Housing Standards	3322	MPS - Printer Usage	256
Public Protection	367390000	Housing Standards	3101	Purchase-General Office Equip	297
Public Protection	367390000	Housing Standards	2590	Officers Car Allowance	4,133
Public Protection	367410000	Consumer Services	3280	Telephone - Calls & Rental	31
Public Protection	367410000	Consumer Services	3000	Provisions - Food/Beverages	92
Public Protection	367410000	Consumer Services	2704	Purchase - Catering/Domestic E	187
Public Protection	367410000	Consumer Services	3553	Advertising Costs	238
Public Protection	367410000	Consumer Services	2592	Car Parking Charges	330
Public Protection	367410000	Consumer Services	2806	Repair - General Office Equip	335
Public Protection	367410000	Consumer Services	3031	Clothing - Protective Purchase	476
Public Protection	367410000	Consumer Services	3314	Purchase-Computer Consumables	584
Public Protection	367410000	Consumer Services	3340	Cost of Travel	599
Public Protection	367410000	Consumer Services	3288	Mobile Phone Costs	604
Public Protection	367410000	Consumer Services	3322	MPS - Printer Usage	791
Public Protection	367410000	Consumer Services	3060	Central Printing	905
Public Protection	367410000	Consumer Services	3150	Books and Publications	969
Public Protection	367410000	Consumer Services	3101	Purchase-General Office Equip	1,221



Public Protection	367410000	Consumer Services	2709	Purchase - Safety Equipment	1,675
Public Protection	367410000	Consumer Services	3480	Subscriptions	1,720
Public Protection	367410000	Consumer Services	4055	Third PP - Other LA's	2,318
Public Protection	367410000	Consumer Services	3203	Prof Fees -External Consultant	3,742
Public Protection	367410000	Consumer Services	3682	Private Water Samples	4,480
Public Protection	367410000	Consumer Services	2590	Officers Car Allowance	5,857
Public Protection	367410000	Consumer Services	2707	Purchase - Office Furniture	6,249
Public Protection	367410000	Consumer Services	3204	ProfFees- Analysis/Survey Fees	16,696
Public Protection	367420000	Environmental Standards	3380	Accommodation Expenses	54
Public Protection	367420000	Environmental Standards	3400	Conference Fees	80
Public Protection	367420000	Environmental Standards	3288	Mobile Phone Costs	156
Public Protection	367420000	Environmental Standards	3280	Telephone - Calls & Rental	354
Public Protection	367420000	Environmental Standards	3360	Subsistence Expenses	426
Public Protection	367420000	Environmental Standards	2590	Officers Car Allowance	622
Public Protection	367650000	Licensing Act 2003	3314	Purchase-Computer Consumables	17
Public Protection	367650000	Licensing Act 2003	3031	Clothing - Protective Purchase	96
Public Protection	367650000	Licensing Act 2003	3340	Cost of Travel	113
Public Protection	367650000	Licensing Act 2003	3061	Design & Printing Services	114
Public Protection	367650000	Licensing Act 2003	3000	Provisions - Food/Beverages	124
Public Protection	367650000	Licensing Act 2003	3010	Catering Costs	233
Public Protection	367650000	Licensing Act 2003	3198	Room Hire/Hall Hire	237
Public Protection	367650000	Licensing Act 2003	3018	Office Consumables/Stationery	407
Public Protection	367650000	Licensing Act 2003	2703	Purchase-Computer/Audio/Visual	431
Public Protection	367650000	Licensing Act 2003	3204	ProfFees- Analysis/Survey Fees	475
Public Protection	367650000	Licensing Act 2003	3480	Subscriptions	740
Public Protection	367650000	Licensing Act 2003	2707	Purchase - Office Furniture	843
Public Protection	367650000	Licensing Act 2003	3060	Central Printing	928
Public Protection	367650000	Licensing Act 2003	2590	Officers Car Allowance	937
Public Protection	367650000	Licensing Act 2003	3203	Prof Fees -External Consultant	1,076
Public Protection	367650000	Licensing Act 2003	3553	Advertising Costs	1,102
Public Protection	367650000	Licensing Act 2003	3101	Purchase-General Office Equip	7,321
Public Protection	367650000	Licensing Act 2003	3667	Prof Fees - Police Checks	14,824
<b>Public Protection Total</b>					<b>128,140</b>

Road Safety	162200000	School Crossing Patrol	3288	Mobile Phone Costs	30
Road Safety	162200000	School Crossing Patrol	2590	Officers Car Allowance	600
Road Safety	162200000	School Crossing Patrol	3101	Purchase-General Office Equip	1,447
Road Safety	367110000	Road Safety	3613	Activities	330
<b>Road Safety Total</b>					2,407
Street Lighting	156550000	Street Lighting	3288	Mobile Phone Costs	80
Street Lighting	156550000	Street Lighting	3480	Subscriptions	160
Street Lighting	156550000	Street Lighting	3280	Telephone - Calls & Rental	257
Street Lighting	156550000	Street Lighting	5005	Dept Int-Prudential Borrowing	160,193
Street Lighting	156550000	Street Lighting	5006	Dept Prin-Prudential Borrowing	166,546
Street Lighting	156550000	Street Lighting	4001	DSO - Contract Services	240,853
Street Lighting	156550000	Street Lighting	2112	Electricity Charges	321,980
<b>Street Lighting Total</b>					890,069
Sustainbl Trnsprt Concss Fares	162040000	Public Transport Co-Ordinator	4052	Third PP - Stockton BC	5,187
Sustainbl Trnsprt Concss Fares	162040000	Public Transport Co-Ordinator	2000	Maintenance-Contractor	25,967
Sustainbl Trnsprt Concss Fares	234500000	Concessionary Fares	4055	Third PP - Other LA's	1,158
Sustainbl Trnsprt Concss Fares	234500000	Concessionary Fares	4250	Third PP - Bus Companies	2,337,814
<b>Sustainbl Trnsprt Concss Fares Total</b>					2,370,126
Vehicle Fleet	366230000	Vehicle Rep & Maint P & L	5007	DSO Stores	24,180
Vehicle Fleet	366230000	Vehicle Rep & Maint P & L	2725	General Materials/Equip Purchs	32,619
Vehicle Fleet	366230000	Vehicle Rep & Maint P & L	2702	Purchase-Vehicle Parts	365,000
Vehicle Fleet	366330000	Vehicle Rep & Maint Trading Ov	2801	Vehicle Repair (User Responsb)	995
Vehicle Fleet	366330000	Vehicle Rep & Maint Trading Ov	2502	Derv - Vehicles	1,200
Vehicle Fleet	366330000	Vehicle Rep & Maint Trading Ov	2000	Maintenance-Contractor	1,204
Vehicle Fleet	366330000	Vehicle Rep & Maint Trading Ov	3031	Clothing - Protective Purchase	1,581
Vehicle Fleet	366330000	Vehicle Rep & Maint Trading Ov	2099	Day-Day Maintenance	2,000
Vehicle Fleet	366330000	Vehicle Rep & Maint Trading Ov	5006	Dept Prin-Prudential Borrowing	5,372
Vehicle Fleet	366330000	Vehicle Rep & Maint Trading Ov	3050	Clothing - Laundry Service	6,354
Vehicle Fleet	366330000	Vehicle Rep & Maint Trading Ov	2999	Support Service - Insurance	8,604
Vehicle Fleet	366330000	Vehicle Rep & Maint Trading Ov	3380	Accommodation Expenses	9,000
Vehicle Fleet	366330000	Vehicle Rep & Maint Trading Ov	2531	Plant Hire - Central Pool	20,048
Vehicle Fleet	366330000	Vehicle Rep & Maint Trading Ov	3593	Tools	20,062
Vehicle Fleet	366330000	Vehicle Rep & Maint Trading Ov	5005	Dept Int-Prudential Borrowing	25,875

Vehicle Fleet	366430000	Vehicle Rep & Maint Control Ac	3322	MPS - Printer Usage	1,575
Vehicle Fleet	366530000	Vehicle Fleet - Procurement	3288	Mobile Phone Costs	368
Vehicle Fleet	366530000	Vehicle Fleet - Procurement	2502	Derv - Vehicles	1,250
Vehicle Fleet	366530000	Vehicle Fleet - Procurement	2530	Vehicle Hire - Central Pool	21,249
Vehicle Fleet	366530000	Vehicle Fleet - Procurement	2504	Vehicle Licences	40,743
Vehicle Fleet	366530000	Vehicle Fleet - Procurement	2703	Purchase-Computer/Audio/Visual	45,000
Vehicle Fleet	366530000	Vehicle Fleet - Procurement	5005	Dept Int-Prudential Borrowing	140,635
Vehicle Fleet	366530000	Vehicle Fleet - Procurement	2999	Support Service - Insurance	315,860
Vehicle Fleet	366530000	Vehicle Fleet - Procurement	5006	Dept Prin-Prudential Borrowing	815,529
Vehicle Fleet	366530000	Vehicle Fleet - Procurement	2506	Vehicle Servicing/Schdld Maint	1,003,641
Vehicle Fleet	366880000	ATF Lane	9998	Income in Year	-34,000
Vehicle Fleet	366880000	ATF Lane	9997	Expenditure In Year	53,000
<b>Vehicle Fleet Total</b>					2,928,944
Waste & Environmental Services	362860000	Waste Disposal	4014	Management Fee	16,744
Waste & Environmental Services	362860000	Waste Disposal	4051	Third PP - Middlesbrough BC	2,029,500
Waste & Environmental Services	362870000	Household Waste Recycling Cntr	3018	Office Consumables/Stationery	45
Waste & Environmental Services	362870000	Household Waste Recycling Cntr	3193	Equipment Maintenance	256
Waste & Environmental Services	362870000	Household Waste Recycling Cntr	3280	Telephone - Calls & Rental	891
Waste & Environmental Services	362870000	Household Waste Recycling Cntr	3031	Clothing - Protective Purchase	1,024
Waste & Environmental Services	362870000	Household Waste Recycling Cntr	2252	Cleaning of Buildings	1,273
Waste & Environmental Services	362870000	Household Waste Recycling Cntr	3150	Books and Publications	3,072
Waste & Environmental Services	362870000	Household Waste Recycling Cntr	2000	Maintenance-Contractor	5,120
Waste & Environmental Services	362870000	Household Waste Recycling Cntr	2099	Day-Day Maintenance	6,150
Waste & Environmental Services	362870000	Household Waste Recycling Cntr	2004	Alterations&Improvements	28,700
Waste & Environmental Services	362870000	Household Waste Recycling Cntr	2725	General Materials/Equip Purchs	76,138
Waste & Environmental Services	362900000	Waste Management	3186	Work Placement - Employment Su	-2,253
Waste & Environmental Services	362900000	Waste Management	3061	Design & Printing Services	103
Waste & Environmental Services	362900000	Waste Management	3593	Tools	154
Waste & Environmental Services	362900000	Waste Management	3270	General Postage Charges	158
Waste & Environmental Services	362900000	Waste Management	3018	Office Consumables/Stationery	262
Waste & Environmental Services	362900000	Waste Management	3322	MPS - Printer Usage	262
Waste & Environmental Services	362900000	Waste Management	2257	Removal Clinical Waste	629
Waste & Environmental Services	362900000	Waste Management	3288	Mobile Phone Costs	945

Waste & Environmental Services	362900000	Waste Management	3480	Subscriptions	1,050
Waste & Environmental Services	362900000	Waste Management	3221	Asbestos Removal	1,937
Waste & Environmental Services	362900000	Waste Management	2703	Purchase-Computer/Audio/Visual	2,099
Waste & Environmental Services	362900000	Waste Management	2801	Vehicle Repair (User Responsb)	2,099
Waste & Environmental Services	362900000	Waste Management	3060	Central Printing	4,964
Waste & Environmental Services	362900000	Waste Management	3031	Clothing - Protective Purchase	16,848
Waste & Environmental Services	362900000	Waste Management	5005	Dept Int-Prudential Borrowing	49,451
Waste & Environmental Services	362900000	Waste Management	2725	General Materials/Equip Purchs	55,579
Waste & Environmental Services	362900000	Waste Management	5006	Dept Prin-Prudential Borrowing	89,169
Waste & Environmental Services	362900000	Waste Management	2530	Vehicle Hire - Central Pool	131,200
Waste & Environmental Services	362900000	Waste Management	2532	Fuel Recharge	200,497
Waste & Environmental Services	362900000	Waste Management	2263	Removal-General Waste	504,645
Waste & Environmental Services	367520000	Environmental Action	3270	General Postage Charges	51
Waste & Environmental Services	367520000	Environmental Action	3322	MPS - Printer Usage	102
Waste & Environmental Services	367580000	Dog Warden Services	3198	Room Hire/Hall Hire	307
Waste & Environmental Services	367580000	Dog Warden Services	3687	Kennelling/Vets/Dog Warden	1,946
Waste & Environmental Services	367580000	Dog Warden Services	4001	DSO - Contract Services	16,384
<b>Waste &amp; Environmental Services Total</b>					<b>3,247,502</b>
<b>Grand Total</b>					<b>20,065,994</b>

# NEIGHBOURHOOD SERVICES COMMITTEE

15<sup>th</sup> November 2019



**Report of:** Assistant Director (Environment and Neighbourhood Services)

**Subject:** CONTAMINATED LAND UPDATED STRATEGY

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## 1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 Key Decision test (ii) applies. Forward Plan Reference No. RN11/19

## 2. PURPOSE OF REPORT

2.1 The purpose of the report is to seek approval from Members for the adoption of the updated Hartlepool Borough Council Contaminated Land Inspection Strategy.

## 3. BACKGROUND

- 3.1 Part 2A of the Environmental Protection Act 1990 requires that every Local Authority produces a strategy detailing how it will undertake its responsibilities in relation to identifying and addressing contaminated land within its borough.
- 3.2 This strategy describes the approach that Hartlepool Borough Council will take to identifying, prioritising and investigating contaminated land.
- 3.3 The strategy provides an update to the previous version (dated 2010) and includes consideration of updated planning guidelines (National Planning Policy Framework) and updated Statutory Guidance (DEFRA's Part 2A Contaminated Land Statutory Guidance, 2012).

## 4. PROPOSALS

- 4.1 Hartlepool Borough Council determined that principal responsibility for development and management of their strategy should be given to the Environment and Neighbourhood Services Division within the Regeneration and Neighbourhoods Department.

- 4.2 This Contaminated Land Strategy will be used in conjunction with the wider objectives of the Council and its vision for future growth and prosperity. The strategy is compatible with the Hartlepool Local Plan adopted in May 2018 which includes the following elements;

Para. 6.13 'New Housing Provision' "The locational strategy is to prioritise, economically viable, brownfield land and other suitable and available sites inside the existing urban areas for new housing".

Para. 7.7 'Meeting the challenge of Climate Change' "...support and encouragement is given to the development of brownfield land. Much of the Borough's brownfield land is located within the urban limits, building in these areas not only removes an often blighted site from the Borough but it can provide home and jobs in locations that are currently linked to, or have the potential to be linked to, a sustainable infrastructure network and thus preventing the need to expand the urban limits and/or build upon parcels of green space across the Borough."

Policy CC1, "1) Encouraging development on suitable brownfield sites within the urban limits and other areas that are, or have the potential to be, well served by sustainable forms of transport...."

Para. 9.45 'Constraints and Opportunities' "The presence of any contamination on the land must be investigated and any necessary remediation measures put in place."

Policy QP6 "2) Development should take account of previously contaminated land including from historic landfill sites;"

Policy NE1 "10) In prioritising the re-development of brownfield land, areas that are important for biodiversity will be retained or recreated within the site, and remediation of contaminated land will be pursued."

- 4.3 Whilst Part 2A deals with the historical contamination of land, the remediation of contaminated land for redevelopment purposes is managed through the planning system.
- 4.4 In accordance with the National Planning Policy Framework, paragraph 120 ultimate responsibility for securing a safe development rests with the developer and/or landowner.
- 4.5 The aims of this strategy are:
- a) To ensure that contaminated land is identified and to assess the risk of harm being caused by that land in a rational, ordered and efficient manner.
  - b) To ensure that the areas which present the greatest risk are identified and investigated first.
  - c) To ensure that, where significant development is to take place, potentially contaminated land is identified, in order that any works necessary can be included in development proposals.

d) To give priority in the following order to those areas of land which are most likely to:

- 1) Cause significant harm to human health
- 2) Cause significant harm to potable water supplies
- 3) Cause significant harm to animals and livestock
- 4) Cause significant harm to the environment or pollution of controlled waters (other than potable water supplies identified above)
- 5) Cause significant harm to property

e) To keep the inspection process up to date including re-appraisal of priority sites based on any new information which becomes available to the authority.

4.6 Following the initial prioritisation of potentially contaminated sites within the Borough in 2001/02, three sites have been investigated and determined as contaminated land with associated determination notices being issued. Details of sites determined as contaminated land can be viewed separately on the Council's Statutory Contaminated Land Register. Of these three sites, one has been fully remediated by Hartlepool Borough Council. The additional two sites are pending formulation of detailed remediation strategies and remediation.

4.7 The most recent review of priority sites was completed in 2009. At the last review, fifteen sites were identified as requiring further inspection to assess potential risk to human health and a further four sites were identified as priorities for further inspection on the grounds of risk to other receptors. This work remains ongoing.

4.8 The proposed strategy is not intended to identify how sites will be remediated instead it sets the framework and processes that the authority will follow in order to meet its statutory duties.

## **5. RISK IMPLICATIONS**

5.1 The strategy is required to set out a framework for the identification and remediation of contaminated land, in circumstances where there has not been any identifiable breach of waste management or pollution prevention systems. A failure to implement a strategy is a breach of the Councils statutory duties.

5.2 The 2009 strategy is now outdated and the proposed 2019 strategy brings the authority in line with current legislation and best practice.

## **6. FINANCIAL CONSIDERATIONS**

6.1 Implementation of the proposed strategy will be managed through the Councils contaminated land budget.

- 6.2 Individual remediation strategies will be brought before Committee for consideration on a site specific basis.

## **7. LEGAL CONSIDERATIONS**

- 7.1 The Council has a statutory duty to develop a Contaminated Land Inspection Strategy in accordance with the requirements of Part 2A of the Environmental Protection Act 1990.

## **8. CONSULTATION**

- 8.1 The Strategy document has been consulted with key stakeholders within Hartlepool Borough Council and developed in line with best practice guidance.

## **9. OTHER CONSIDERATIONS**

Child and Family Poverty	No relevant issues
Equality and Diversity	No relevant issues
Section 17 of the Crime and Disorder Act 1988	No relevant issues
Asset Management	No relevant issues

## **10. STAFF CONSIDERATIONS**

- 10.1 The strategy will be maintained and implemented by the Councils Engineering department.

## **11. RECOMMENDATIONS**

- 11.1 That the Committee approves the adoption of the updated Contaminated Land Inspection Strategy.

## **12. REASONS FOR RECOMMENDATIONS**

- 12.1 To allow the authority to undertake its statutory duties in accordance with the requirements of Part 2A of the Environmental Protection Act 1990.
- 12.2 To allow the Council to implement the proposed strategy.

## **13. BACKGROUND PAPERS**

- 13.1 A copy of the strategy document will be available at the Committee meeting, and in the Members' Room prior to this



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# NEIGHBOURHOOD SERVICES COMMITTEE

15<sup>th</sup> November 2019



**Report of:** Assistant Director (Environment and Neighbourhood Services)

**Subject:** REFURBISHMENT OF STRANTON  
CREMATORIUM CHAPEL

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## 1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 Key Decision (test (i)) Forward Plan Reference No. RN16/19

## 2. PURPOSE OF REPORT

2.1 The report had been intended for submission to the Committee in October however, due to a seminar arranged for October to inform Members of the options available for the site this date could not be achieved. This is, therefore, a departure from the Forward Plan.

2.2 To approve the proposed refurbishment of Stranton Crematorium Chapel and seek approval to meet the budget shortfall as part of the 2020/21 MTFS proposal to be referred to Council.

## 3. BACKGROUND

3.1 Stranton Crematorium Chapel was built in the late 19<sup>th</sup> Century. It comprises of two chapels of rest with a slate roof over brickwork walls with sandstone string and band coursing. There are arched windows in Gothic perpendicular style formed with stone tracery and mullions with leaded light glazing.

3.2 The Chapel is in a poor condition. It has suffered repeated rainwater penetration over many years which has resulted in extensive efflorescence internally. Due to the financial pressures that Council services have been under in recent times, only essential maintenance has been carried out with no major refurbishment for a significant period. In addition the building is in need of full internal refurbishment.

- 3.3 The proposed refurbishment of the Chapel is in recognition of the need to undertake investment in the facilities, to keep pace with customer expectations and industry best practice. The majority of services users are local to the Borough of Hartlepool and surrounding villages. Families of the bereaved do expect the service to be conducted in an aesthetically appropriate, respectful, clean and comfortable environment. Maintaining the building to a decent standard is fundamental to a good customer service.
- 3.4 The potential to provide a new crematorium elsewhere has been investigated, however an appropriate site could not be identified at this moment in time. Furthermore under the Cremation Act 1902, no crematorium shall be constructed within 200 yards of the nearest residential property.
- 3.5 Given the sensitive nature of the service delivered, it is essential that the experience and building environment is of a high standard, and the service can continue to operate during the refurbishment. Its future could be at risk if services were to be suspended for the duration of the works or there was a significant reduction in capacity as other providers could use this as an opportunity to increase their capacity.

#### **4. PROPOSALS**

- 4.1 The final details of the scheme are still being developed however they are likely to include work to the chapel roofs, re-pointing of all brickwork, work to parapets and coping stones, treatment to eradicate salt deposits on chapel walls and interior refurbishment including new lime plaster, and an electrical upgrade. Items such as the heating system and the cremators themselves do not require major works at this time. The works are repairs therefore planning and building regulations are not required.
- 4.2 A consultation event was held in February 2018. All local undertakers together with members of the public were invited. The purpose of the event was to discuss the planned works, and the scheme delivery options.

#### **5. PREFERRED OPTION**

- 5.1 A number of options were considered as potential solutions for the refurbishment of the Chapel, which included:
- do nothing;
  - closing the building for three to four months whilst work was carried out; or
  - using an alternative structure for services such as a temporary building or converting the redundant nursery shop.

- 5.2 Having assessed these proposals they were discounted for various reasons such as, concerns that the issues will become a bigger problem if left, customers on the periphery of Hartlepool traveling elsewhere when the facility is closed who may then choose to continue to use new facilities, such as those provided in Stockton, and the logistic difficulties of carrying out a service in one place then transporting the body of a loved one to a second location.
- 5.3 The preferred option would be to carry out work in one space while the other is still in operation. This would increase costs and extend the contract period as the work could only be carried out when services are not in progress, however the possibility of closing for a long weekend i.e. Friday through to Monday is an option. The building will need a scaffold installation externally for pointing and internally for plasterwork, lighting installation and decoration. Work areas would be discreetly isolated from the service area and no work would be carried out during services. The programme of works would be carefully designed to minimize the disruption as availability of the chapel is essential. Temporary staging, curtains and opening to the cremator room would need to be constructed when services move from the main Chapel to the secondary Chapel.
- 5.4 The consultation showed strong support for the refurbishment of the Chapel whilst still in operation. It is considered that the most effective way to deliver this would be to work Friday to Monday in order to minimise the impact that the works will have on the day to day running of the service.

## 6. RISK IMPLICATIONS

- 6.1 The costs included below are budget estimates based on outline proposals and condition data, which at this stage provide an appropriate cost estimate. It is only at detailed design stage that this initial costs estimate will be confirmed and therefore costs could vary from those shown.
- 6.2 The non-allocation of funding, and the general lack of investment in this asset, increases the risk of large scale failures of building elements together with the associated financial implications, potentially resulting in the disruption of services resulting in a loss of income.

## 7. FINANCIAL CONSIDERATIONS

- 7.1 The financial considerations are outlined at the Confidential **Appendix 1** **This item contains exempt information under Schedule 12A Local Government Act 1972 (as amended by the Local Government (Access to Information) (Variation) Order 2006) namely, (para 3).**

## 8. LEGAL CONSIDERATIONS

- 8.1 The legal implications such as the requirement for planning application etc. are considered within the body of this report.

## 9. CONSULTATION

- 9.1 A small consultation event was held in February 2018 with all local undertakers and some members of the public. The purpose of the event was to discuss the planned works, and the scheme delivery options. Two Elected Members Seminars have taken place in September 2018 and more recently on 9<sup>th</sup> October 2019.

## 10. ASSET MANAGEMENT CONSIDERATIONS

- 10.1 The Chapel is a key asset as the Town's only crematorium providing an essential service to people both from Hartlepool and further afield. It is considered that there is a need to provide this investment in order to ensure that the service can continue to be delivered in an environment that reflects its sensitive nature.

## 11. OTHER CONSIDERATIONS

Child/Family Poverty Considerations	No relevant issues
Equality and Diversity Considerations	No relevant issues
Section 17 of The Crime And Disorder Act 1998 Considerations	No relevant issues
Staff Considerations	No relevant issues

## 12. RECOMMENDATIONS

- 12.1 Members are requested to:

- i) Approve the proposal to carry out works to the Chapel and;
- ii) Refer the proposal to Finance & Policy Committee in order to be included within the 2020/21 MTFS proposals to be referred to by Council as outlined in Confidential **Appendix 1 This item contains exempt information under Schedule 12A Local Government Act 1972 (as amended by the Local Government (Access to Information) (Variation) Order 2006) namely, (para 3).**

**13. REASONS FOR RECOMMENDATIONS**

- 13.1 To enable the scheme to be implemented as detailed, to ensure that there is no further deterioration of the building fabric and to provide continuity of service for the people of Hartlepool and beyond.

**14. BACKGROUND PAPERS**

- 14.1 There are no background papers to this report.

**15. CONTACT OFFICER**

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# NEIGHBOURHOOD SERVICES COMMITTEE

15<sup>th</sup> November 2019



**Report of:** Assistant Director (Environment and Neighbourhood Services)

**Subject:** VEHICLE AND EQUIPMENT APPROVALS 2020/2021 to 2022/2023

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## 1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 Non-key Decision.

## 2. PURPOSE OF REPORT

2.1 The purpose of the report is to:

- i) Provide an update on vehicle purchases made in 2018/19.
- ii) Provide an update of the vehicle replacement budget for the current financial year, including vehicles purchases rephased from prior years.
- iii) Propose the vehicle and associated equipment replacement programme for the 3 year period covering 2020/21 to 2022/23.
- iv) To request that Finance and Policy Committee recommend that the approval for borrowing to fund the related capital expenditure is included in the 2020/21 Medium Term Financial Strategy (MTFS) approved by Council.

## 3. BACKGROUND

3.1 A combined vehicle asset appraisal and service review has been undertaken with Service Managers and Team Leaders. This has looked at each of the frontline services expected vehicle, heavy plant and equipment requirements for the next three years in light of:

- i. **Savings and income expectations** – Contained in Councils MTFS.

- ii. **Growth of town pressures** – Increase in the households and size of the Borough.
  - iii. **Vehicle life extension programme** – Fleet Service's maintenance program has been stretching vehicle operating life beyond planned replacement time frames to obtain temporary one-off borrowing savings. Whilst these steps have aided the Council allowing services time to go through necessary efficiency transformations, the vehicles in the programme are in many cases coming to end of their serviceable life.
  - iv. **Safety upgrades and parts** – Concerns about ongoing availability and vehicle retrofitting practicalities with older vehicles.
  - v. **Reliability and service availability levels** – Difficulties in maintaining daily services.
- 3.2 Options Appraisal of vehicle financing has previously demonstrated that borrowing is the most cost effective way of funding vehicle purchases, particularly as vehicles are now kept for their maximum usable economic life. Advantages of borrowing compared to leasing include:
- i) Enables maximum flexibility for extending vehicle life and deferring Replacement;
  - ii) Extending vehicle life is concurrent with maintenance being provided by the Council's in-house garage and resulting recharges contributing towards the recovery of fixed overheads;
  - iii) Avoids costly leasing return conditions; and
  - iv) The council can optimise the financing of any borrowing as part of its treasury management strategy, including benefitting from historically low interest rates.

#### 4. PROPOSALS

- 4.1 Further reviews of service needs have been undertaken in conjunction with individual service managers to identify any potential changes resulting from Council Savings and Innovation work stream targets. This combined with concerns of rising running costs with aging vehicles has resulted in a revised replacement programme for 2020/2021 and 2021/2022, and a preliminary one for 2022/2023. These are considered in detail in the next section.



## 5. FINANCIAL CONSIDERATIONS

- 5.1 In previous years the Council has benefitted from one-off savings by deferring vehicle replacements as a result of keeping vehicles longer and carrying out repairs and maintenance in house. These savings have been reflected in the overall outturn for the Council's budget and the one offset saving achieved over the last few years are as follows:

- 2014/15 £250,000
- 2015/16 Nil
- 2016/17 £150,000
- 2017/18 £234,000
- 2018/19 £50,000
- 2019/20 £200,000 forecast.

In addition to the above one off annual saving a recurring saving of £185,000 has been built into the 2019/20 budget as a result of action taken over a number of years to extend the operation life of vehicles.

### 5.2 Vehicle Purchases in 2018/19.

Details of vehicles purchased in 2018/19 are shown at **Appendix A**. The overall costs of vehicles purchased was £944,000, which was £45,000 less than the estimated cost of these vehicles.

### 5.3 Current Year Vehicle Purchases 2019/20

The vehicle replacement programme for the current year, including vehicles rephased from 2018/19 is shown at **Appendix B**. The cost of vehicle purchases compared to budget will be reported after outturn in next years report.

### 5.4 Vehicle Replacements 2020/2021 – 2022/2023

A provisional programme was included in last year's report. Following completion of this year's fleet asset appraisals, looking at maintenance costs and frontline service availability of vehicle/ equipment, further additions have been made to these programmes. Similarly service needs reviews have identified new approval requirements which the services need in place in order to be in a position to deliver:

- Potential savings and innovation targets.
- Service delivery model changes.
- Growth of town pressures.

- 5.5 Fleet Services present the outcome of the individual 'service area' fleet asset appraisals and service needs reviews for approval to Departmental

Management Team. These service-level asset appraisals and needs reviews encompass every vehicle a service has so that each proposed vehicle replacement can be seen in its true 'service context'.

- 5.6 Following DMT approval the resultant vehicle and equipment requirements are put forward for consideration by Neighbourhood Services Committee annually in this report. If agreed the recommendations progress to Finance and Policy Committee for consideration of the borrowing requirements.
- 5.7 With subsequent inclusion of procurement requests within the MTFS, and its approval at Full Council, the necessary approvals for the proposed vehicle and equipment purchases will be in place. Fleet Services will undertake procurement exercises to obtain best value from suppliers in light of the three years of planned requirements.
- 5.8 **Final budgetary checks.** Fleet Services will in advance of the appropriate vehicle / equipment requirement year confirm with each service's Budget Holder that they have the necessary budget to proceed before 'calling-off' these vehicle / equipment 'builds' from suppliers. This exercise will be undertaken each year when Fleet Services issues the upcoming years' Service Level Agreement costs as part of the annual service area budget building exercises. Payment to suppliers would be made once vehicle / equipment are delivered and repayments on borrowing would begin to be made the year following vehicle delivery.
- 5.9 As above where vehicles and equipment are required to address 'growth of town' pressures in future years, the annual budget build exercise will confirm if approved purchases can go ahead.
- 5.10 Details of the revised replacement programme for the 3 year period covering 2020/2021 – 2022/2023 is shown at **Appendix C**. The related future borrowing approvals to be recommended for inclusion within the 2020/21 MTFS are summarised in Table 1 below.

**Table 1: Summary of future year borrowing approvals**

	<b>£000's</b>
2020/2021	2,558
2021/2022	2,146
2022/2023	253

- 5.11 The above borrowing approval represents the maximum amount of borrowing which would be incurred if all vehicles were replaced in the year proposed. However in all likelihood the practicalities of procurement will result in some future re-phasing to reflect the timing of when vehicles are delivered.
- 5.12 The replacement programme reflects the view by management that the useful life of the existing vehicles has been extended to the viable limit,

taking into account the higher cost of maintaining an ageing fleet. For the majority of vehicles provision already exists within Service budgets to meet the borrowing costs of vehicles purchased as part of the Fleet Service Level Agreement recharges. Where new vehicles are planned these reflect 'growth of town' pressures beyond the capabilities of internal service efficiency initiatives.

## 6. RISK IMPLICATIONS

- 6.1 It is important that we ensure we provide a roadworthy fleet which has a near faultless service availability for safety and service critical vehicles.
- 6.2 For many of our specialist vehicles the procurement process – specification, tendering, ordering and manufacturers build period is a lengthy one, and up to eight months in some cases. In order to avoid procurement delays resulting in costly and inefficient external hires; service areas principally dependent upon vehicle fleets set out in 2019 to transition and maintain a vehicle procurement approval format that mirrors the three year forward plan and review practice undertaken in respect to the council's Medium Term Financial Strategy.

## 7. CONSULTATION

- 7.1 A vehicle asset appraisal and service needs review has been undertaken with Service Managers and Team Leaders.

## 8. ASSET MANAGEMENT CONSIDERATIONS

- 8.1 The attached **Appendix C** details the revised replacement programme for the period 2020/2021 to 2022/23 and the related future borrowing approvals to be recommended for inclusion within the 2020/2021 MTFS.

## 9. OTHER CONSIDERATIONS

Legal	No relevant issues
Child and Family Poverty	No relevant issues
Equality and Diversity	No relevant issues
Section 17 of the Crime and Disorder Act 1988	No relevant issues
Staff	No relevant issues

## 10. RECOMMENDATIONS

10.1 It is recommended that the Committee:

- i) Note the updated position for vehicle purchases in 2018/19 years as set out in **Appendix A** and the updated list for 2019/20 as set out in **Appendix B**.
- ii) Approves the proposed replacement programme of vehicles, heavy plant and associated equipment as set out in **Appendix C** and related borrowing approvals set out in paragraph 5.8, to be referred to Finance and Policy Committee to recommend to Council as part of the 2020/2021 MTFS.

## 11. REASONS FOR RECOMMENDATIONS

11.1 To maintain a fleet service that meets the needs of the Council.

## 12. BACKGROUND PAPERS

12.1 There are no background papers to this report.

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## Vehicles Purchased in 2018/2019

Vehicle to be Replaced	Budget Area	Estimate	Actual	Variance from budget - Over / (under) spend
		£000	£000	£000
Rubber Duck' 360 materials Handler	Waste Management	180	187	7
Iveco75E17K 7,500kg Tipper c/w lorry loader	Highways	55	55	0
Iveco75E17K 7,500kg Tipper c/w lorry loader	Highways	55	55	0
Iveco75E17K 7,500kg Tipper c/w lorry loader	Highways	55	55	0
Iveco Eurocargo 10,000kg Beavertail 4 x 2 rigid	Highways	55	56	1
Iveco75E17K 7,500kg Tipper c/w lorry loader	Highways	55	55	0
Electric Small Van	Public Protection	20	20	0
17 seater low floor accessible welfare bus	Passenger Transport	80	78	(2)
17 seater low floor accessible welfare bus	Passenger Transport	80	78	(2)
17 seater low floor accessible welfare bus	Passenger Transport	80	78	(2)
17 seater low floor accessible welfare bus	Passenger Transport	80	78	(2)
17 seater low floor accessible welfare bus	Passenger Transport	80	78	(2)
90 HP 5820 Tractor	Horticulture	55	33	(22)
18,000kg Street lighter - Vehicle	Street Lighting	59	38	(21)
<b>Total for Year</b>		<b>989</b>	<b>944</b>	<b>(45)</b>

## Current Year Vehicles Replacement Budget 2019/2020

Vehicle to be Replaced	Budget Area	Estimate £000
Barber Surf Rake Beach Cleaner	Cleansing	50
Compact Precinct Sweeper	Cleansing	75
Compact Precinct Sweeper	Cleansing	75
Compact Precinct Sweeper	Cleansing	75
Compact Precinct Sweeper	Cleansing	75
7.5T Isuzu tipper c/w compacting body + rear bin lift (to replace enclosed tipper c/w side mounted bin lift)	Cleansing	50
7.5T Isuzu tipper c/w compacting body + rear bin lift (to replace enclosed tipper c/w side mounted bin lift)	Cleansing	50
7.5T Isuzu tipper c/w compacting body + rear bin lift (to replace enclosed tipper c/w side mounted bin lift)	Cleansing	50
Medium Panel Van	Fleet	15
Hayter T4240 4wd 5 Plex Mower c/w 10" 6 blade cutting heads	Horticulture	45
Hayter T4240 4wd 5 Plex Mower c/w 10" 6 blade cutting heads	Horticulture	45
Tractor trailed wide area rotary mower	Horticulture	25
JOHN DEERE 90 HP 5820 Tractor	Horticulture	55
Toro 7210 Groundsmaster Ride on Mower	Horticulture	18
Toro 7210 Groundsmaster Ride on Mower	Horticulture	18
Toro 7210 Groundsmaster Ride on Mower	Horticulture	18
Toro 7210 Groundsmaster Ride on Mower	Horticulture	18
Ford Transit 350 LWB Double cab chassis tipper	Horticulture	23
Tractor Mount Narrow Area rotary mower - Stealth	Horticulture	23
Ford Transit 350 LWB Double cab chassis tipper	Horticulture	23
4x4 Quad - Chemical Spraying	Horticulture	10
4x4 Quad - Chemical Spraying	Horticulture	10
Toro 7210 Groundsmaster Ride on Mower	Horticulture	17
Toro 7210 Groundsmaster Ride on Mower	Horticulture	17
Toro 7210 Groundsmaster Ride on Mower	Horticulture	17
Toro 7210 Groundsmaster Ride on Mower	Horticulture	17
Medium Panel Van - Replace existing hires	M&E	15
Medium Panel Van - Replace existing hires	M&E	15
Ford Transit 350 LWB Double cab tipper - Replace existing hires	M&E	23
Ford Transit 350 LWB Double cab tipper - Replace existing hires	M&E	23
Iveco 35C12D Crewcab Tipper	M&E	23
Small Panel Van	M&E	13
Small Panel Van	M&E	13
Medium Panel Van	M&E	15
Medium Panel Van	M&E	15
Medium Panel Van	M&E	15
Small Panel Van	M&E	13
Jet Ski	Parks & Countryside	10
Home to School' solution to replace capacity existing 'Yellow' buses	Passenger Transport	160
Home to School' solution to replace capacity existing 'Yellow' buses	Passenger Transport	160
Home to School' solution to replace capacity existing 'Yellow' buses	Passenger Transport	160
17 seater low floor accessible welfare bus	Passenger Transport	80
17 seater low floor accessible welfare bus - Growth of client demand	Passenger Transport	80
17seat Minibus - Growth of client demand	Passenger Transport	36
17seat Minibus - Growth of client demand	Passenger Transport	36
Street Lighting Vehicle - Cherry Picker Adaptation Equipment	Street Lighting	26
Small Panel Van	Street Lighting	13
26,000kg RCV 6x2 rear steer	Waste Management	185
26,000kg RCV 6x2 rear steer	Waste Management	185
Telehandler 550-80 Wastemaster	Waste Management	88
RORO Hooklift Container/ Recycling Skip 40cu yds X 11	Waste Management	39
Iveco ML150E25K 15,000kg GVW 4x2 RCV c/w refurbished body (16,000kg B/Street RCV)	Waste Management	135
Price contingency		280
<b>Total for Year</b>		<b>2,766</b>

NB The above list includes vehicles approvals rephased from 2018/19

## Vehicle Replacements 2020/2021 to 2022/2023

Vehicle to be Replaced	Budget Area	Estimated cost £000
<b>Vehicle Replacements 2020/2021</b>		
Medium Panel Van	Car parking	18
Small Panel Van	Car parking	13
Ford Transit 17 s minibus 2.4 Tdci 100ps	Carlton Outdoor Centre	30
Ford Transit 17 s minibus 2.4 Tdci 100ps	Carlton Outdoor Centre	30
Ford Transit 280 refrigerated Van (require small) electric van	Client Services	30
18T Merc Axor/ Whale medium volume gulley emptier/Jetter	Highways	140
6.5T 65C18 CREWCAB IVECO TIPPER	Horticulture	45
Rytec 624MDX50 Chipper AS100 Ser 216441 C/W 50hp Kubota Diesel Engine 7.50 Dia Feeder & T/Table	Horticulture	35
Iveco Daily 35C12 Day Cab Tipper	Horticulture	42
Kubota L4240 42 hp tractor - Stranton Cem	Horticulture	40
Kubota L4240 42 hp tractor - Westy View Cem	Horticulture	40
4x4 Buggy	Horticulture	15
Tractor mount side arm flail	Horticulture	15
Tractor mount flail	Horticulture	7
Tractor mount flail - Bomford Turner 2250 Bandit ser No B144835	Horticulture	7
New Grillo Climber Ride-on Brushcutter - Ser No 578349	Horticulture	8
PL75 Pedestrian - Pedestrian flailSer 577502	Horticulture	7
Grillo FD2200 c/w hi lift grass collector	Horticulture	24
2.5 tonne tipping trailer	Horticulture	15
Lewis 1.25t GVW agricultural tipping trailer	Horticulture	10
JCB 2CX - Grave digger - Stranton	Horticulture	55
Multitel SMX250 Mobile Elevating Work Platform - Tree works (to replace Nifty Lift)	Horticulture	63
Ford Transit 9 seater Cabin Van - 3.500KG - chasis WF0XXXTTFXBL43163	Parks & Countryside	29
17 seater low floor accessible welfare bus - to meet increased SEN demand.	Passenger Transport	80
Small Panel Van	Passenger Transport	13
Optare Solo 9.5MAN (euro5) 33 seat bus	Passenger Transport	130
Ford Transit 17 s minibus 2.4 Tdci 135ps	Passenger Transport	30
Ford Transit 17 s minibus 2.4 Tdci 135ps	Passenger Transport	30
Home to School' solution to replace capacity existing 'Yellow' buses	Passenger Transport	160
Home to School' solution to replace capacity existing 'Yellow' buses	Passenger Transport	160
Home to School' solution to replace capacity existing 'Yellow' buses	Passenger Transport	160
Marginal cost contingency for DDA requirements If 4 smaller busses are required rather the 3 shown above	Passenger Transport	75
17s minibus	Sports Development	30
Large Panel van	Sports Development	20
26,000kg Mercedes Eonic 2630L Rear Steer - Heil body/Terberg Electric bin lifter	Waste Management	185
26,000kg Mercedes Eonic 2630L Rear Steer - Heil body/Terberg Electric bin lifter	Waste Management	185
26,000kg Mercedes Eonic 2630L Rear Steer - Heil body/Terberg Electric bin lifter	Waste Management	185
RORO Hooklift Container/ Recycling Skip 40cu yds	Waste Management	4
RORO Hooklift Container/ Recycling Skip 40cu yds	Waste Management	4
RORO Hooklift Container/ Recycling Skip 40cu yds	Waste Management	4
RORO Hooklift Container/ Recycling Skip 40cu yds	Waste Management	4
RORO Hooklift Container/ Recycling Skip 40cu yds	Waste Management	4
44,000kg Merc. 6x4 semi-trailer tractor unit c/w walking floor hydraulics - Recycling contract subject to Business Case	Waste Management	95
39,000kg Walking floor waste transport semi-trailer auto. roof closure - Recycling contract subject to Business Case	Waste Management	60
Price Contingency		225
<b>Total for Year</b>		<b>2,558</b>

Continued over

## Vehicle Replacements 2020/2021 to 2022/2023

Vehicle to be Replaced	Budget Area	Estimated cost £000
<b>Vehicle Replacements 2021/2022</b>		
Ford Fiesta van 1.4 TDCi Van DSL MAN	Car parking	13
Skoda Yeti SE Plus 2.0 Tdi	Child & Adult services	33
Skoda Yeti Elegance 2.0 Tdi	Child & Adult services	33
Large Mechanical Sweeper - DAF 15T 55.220bhp Scarab Mistral Sweeper	Cleansing	162
Large Mechanical Sweeper - DAF 15T 55.220bhp Scarab Mistral Sweeper	Cleansing	162
Ford Transit Tipper 100 T350 RWD	Cleansing	25
Ford Transit Tipper 125 T350 RWD	Cleansing	25
Ford Transit 350 LWB Double Cab Chassis/Tipper	Cleansing	26
Peugeot Partner S LI HDI 92	Cleansing	16
Peugeot Partner S LI HDI 92	Couriers ITU	16
Ford Transit Base Panel Van DSL	Fleet	26
Iveco Eurocargo ML 75E16K 7.5T Tipper c/w lorry loader	Highways	60
S160 bobcat wheeled loader Model A3L4	Highways	39
Ford Transit Tipper 125 T350 RWD	Horticulture	25
Ford Transit Tipper 100 T350	Horticulture	25
Marston 5 Tonne Hydraulic Tipping Trailer (4910 GVW)	Horticulture	11
Ford Transit 280 SWB Low Roof Van	M & E	18
Ford Transit 280 SWB Low Roof Van	M & E	18
Peugeot Partner S LI HDI 92	M & E	16
Peugeot Partner S LI HDI 92	M&E	16
Peugeot Partner S LI HDI 92	M&E	16
Peugeot Partner S LI HDI 92	M&E	16
Peugeot Partner S LI HDI 92	M&E	16
Peugeot Partner S LI HDI 92	M&E	16
Peugeot Partner S LI HDI 92	M&E	16
Peugeot Partner S LI HDI 92	M&E	16
Peugeot Partner S LI HDI 92	M&E	16
Peugeot Partner S LI HDI 92	M&E	16
Home to School' solution to replace capacity existing 'Yellow' buses	Passenger Transport	170
Home to School' solution to replace capacity existing 'Yellow' buses	Passenger Transport	170
Home to School' solution to replace capacity existing 'Yellow' buses	Passenger Transport	170
Ford Transit 280 SWB Low Roof Van	Public Buildings	18
Ford Transit Tipper 100 T350 RWD	Public Buildings	25
Ford Transit 350 SGL Luton Van	Public Buildings	33
Ford Transit 280 MWB Medium Roof Van	Public Buildings	18
Peugeot Partner S LI HDI 92	Revs & Bens	16
Peugeot Partner S LI HDI 92	Revs & Bens	16
Ford Transit 350 LWB High Roof Van	Small Works	22
Ford Transit 350 LWB High Roof Van	Small Works	22
Ford Transit 350 LWB High Roof Van	Small Works	22
Ford Transit 350 LWB High Roof Van	Small Works	22
26,000kg Mercedes Econic 2630L Rear Steer - Growth of Town	Waste Management	200
32,000kg - Volvo/Boughton Hookloader	Waste Management	140
Peugeot Partner S LI HDI 92	Waste Management	16
Ford Transit Cabin Van	Youth Offending	22
Price Contingency		135
<b>Totals for year</b>		<b>2,146</b>

<b>Vehicle Replacements 2022/2023</b>		
Hayter T4240 4wd 5 Plex Mower c/w 10" 6 blade cutting heads	Horticulture	50
Hayter T4240 4wd 5 Plex Mower c/w 10" 6 blade cutting heads	Horticulture	50
Toro 7210 Groundsmaster Ride on Mower	Horticulture	18.5
Toro 7210 Groundsmaster Ride on Mower	Horticulture	18.5
Toro 7210 Groundsmaster Ride on Mower	Horticulture	18.5
Toro 7210 Groundsmaster Ride on Mower	Horticulture	18.5
JCB 1CX EC 180 back hoe excavator - Grave digger - West View	Horticulture	57.5
Price contingency		21.5
<b>Totals for year</b>		<b>253.0</b>



# NEIGHBOURHOOD SERVICES COMMITTEE

15<sup>th</sup> November 2019



**Report of:** Director of Regeneration and Neighbourhoods and  
Director of Finance and Policy

**Subject:** STRATEGIC FINANCIAL MANAGEMENT REPORT  
- AS AT 30<sup>th</sup> SEPTEMBER 2019

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## 1. TYPE OF DECISION/APPLICABLE CATEGORY

For information.

## 2. PURPOSE OF REPORT

- 2.1 The purpose of this report is to inform Members of the 2019/20 forecast General Fund Outturn, the 2019/20 Capital Programme Monitoring and to provide details for the specific budget areas that the Committee is responsible for.

## 3. BACKGROUND AND FINANCIAL OVERVIEW

- 3.1 As Members will be aware from previous reports there were significant over spends within Departmental budgets in each of the last 3 financial years reflecting continuing service pressures, particularly in relation to Looked after Children. These pressures commenced in 2016/17 and have been recognised within the MTFS, with one-off resources allocated to support the recurring budget.
- 3.2 The pressures in relation to Looked after Children are continuing in 2019/20 and it is anticipated they will continue in 2020/21. The Medium Term Financial Strategy report considered by Finance and Policy Committee on 30<sup>th</sup> September 2019 detailed a strategy for funding these additional costs.

## 4. REPORTING ARRANGEMENTS 2019/20

- 4.1 The availability and reporting of accurate and up to date financial information is increasingly important as future budget cuts are implemented and one-off resources are used up.
- 4.2 The Finance and Policy Committee will continue to receive regular reports which will provide a comprehensive analysis of departmental and corporate forecast outturns, including an explanation of the significant budget variances. This will

enable the Committee to approve a strategy for addressing the financial issues and challenges facing the Council.

- 4.3 To enable a wider number of Members to understand the financial position of the Council and their service specific areas each Policy Committee will receive a separate report providing:

- a brief summary of the overall financial position of the Council as reported to Finance and Policy Committee
- the specific budget areas for their Committee
- the total departmental budget where there is a split across more than one Committee. This information will ensure Members see the whole position for the departmental budget.

## **5. GENERAL FUND BUDGET 2019/20 FORECAST OUTTURN**

- 5.1 An updated assessment of the forecast 2019/20 outturn for the Council as a whole has been completed and an overall departmental over spend of £590,000 is anticipated compared to the previous outturn projection of £850,000. A strategy for addressing the previous forecast outturn had been approved as part of the 2020/21 MTFS report considered by Finance and Policy Committee on 30<sup>th</sup> September 2019, which was based on releasing one-off reserves to fund the 2019/20 overspend and provide one-off funding towards LAC costs in 2020/21.
- 5.2 The reduction in the forecast outturn will be reflected in the next MTFS report to enable Members to consider this issue in the context of the overall financial position facing the Council for 2020/21.
- 5.3 The 2019/20 outturn has been prepared to reflect expenditure incurred to date and forecast to be incurred in the rest of the financial year. As Members will be aware from previous years significant elements of the Council's budget are demand led and affected by expenditure over the winter months, including care costs in relation to older people and winter maintenance. The outturn forecasts will be closely monitored and regular updates will be reported to the Finance and Policy Committee.

## **6. 2019/20 FORECAST OUTTURN – NEIGHBOURHOOD SERVICES COMMITTEE**

- 6.1 The Neighbourhood Services Committee has responsibility for services managed by the Director of Regeneration and Neighbourhoods. Budgets are managed at a Departmental level and therefore a summary of the Departmental position is provided below. The table sets out the overall budget position for the Department broken down by Committee, together with a brief comment on the reasons for the forecast outturn

Budgets Managed by the Director of Regeneration and Neighbourhoods

2019/20 Budget  £000	Description of Expenditure	2019/20 Projected Outturn Adverse/ (Favourable) Forecast  £000	Comments
1,741	Finance & Policy Committee	(110)	Mainly relates to vacant posts
16,177	Neighbourhood Services Committee	210	Mainly relates to the increased demand for SEND home to school transport provision
1,587	Regeneration Services Committee	90	This adverse variance relates to a shortfall in income across the service areas
<b>19,505</b>	<b>Total Regeneration &amp; Neighbourhoods</b>	<b>190</b>	

- 6.2 Details of the specific budget areas this Committee is responsible for are provided in **Appendix A**.
- 6.3 Appendix A shows a forecast £210k overspend within the areas the Neighbourhood Services Committee is responsible for. The overspend in relation to SEND home to school transport is the same as reported at Quarter 1, with demand for the latest cohort of pupils starting in September being similar to the previous academic year.
- 6.4 Adverse variances relating to income shortfalls for car parking and the Building Design Team are offset by favorable variances for Sustainable Transport and Fleet. The Sustainable Transport variance is owing to a saving in the negotiated contract with Bus Operators for concessionary fares. The Fleet favorable variance mainly results from a temporary saving on borrowing costs as the useful life of vehicles have been extended.

## 7. 2019/20 Capital Programme Monitoring

- 7.1 In the current financial year the Council is currently managing over 150 individual capital schemes with a total budget of £53.904m. These capital schemes are funded from a range of sources:-

- Grant - this is funding the Council has secured from external sources and can only be used in accordance with specific grant conditions. This funding also included schemes funded from Section 106 agreements linked to planning applications
- Capital Receipts – funding received by the Council following sale of an asset (e.g. Land or Buildings)
- Contribution from Revenue budget (RCCO) – funding transferred from the Council's revenue budgets to fund capital expenditure
- Borrowing – this is where the Council has taken out a loan to be repaid over the life of the asset it is funding. The loan repayment costs are included in the base budget, or the specific business case for the project.

7.2 In a number of cases the capital schemes are funded by more than one of these funding sources as it will have been necessary to match fund or combine funding sources in order to arrive at the required budget.

7.3 Funding for all capital budgets reported to Members has been secured and officers are managing these schemes against the available budget. Any changes to these budgets are made in line with the capital virement rules included within the Council's Constitution.

7.4 Capital Expenditure relating to the Neighbourhood Services Committee to the 30<sup>th</sup> September 2019 is summarised in the table below and further details are provided in **Appendix B**.

	BUDGET	EXPENDITURE IN CURRENT YEAR				
	A	B	C	D	E	F
	2019/20 Budget  £'000	2019/20 Actual as at 31/09/19  £'000	2019/20 Expenditure Remaining  £'000	Expenditure Rephased into 2020/21  £'000	(B+C+D) 2019/20 Total Expenditure  £'000	(E-A) 2019/20 Variance from Budget  £'000
Neighbourhood Services Committee	30,286	2,833	9,180	18,273	30,286	0

7.5 There is a longer lead in time for capital schemes and therefore it is not unusual for expenditure to be low at this stage of the year.

## 8. CONCLUSION

8.1 The Council over spent against the Departmental budgets in each of the last three financial years and used one-off resources to balance overall expenditure. This position reflected pressures in Children's Services which are continuing in 2019/20. These pressures are affecting the majority of councils with responsibility for these services.

- 8.2 As detailed in Section 5 a 2019/20 departmental revenue budget over spend of £590,000 is forecast. This mainly reflects continuing Looked after Children pressures.
- 8.3 The reduction in the forecast outturn will be reflected in the next MTFS report to enable Members to consider this issue in context of the overall financial position facing the Council for 2020/21.

## **9. RECOMMENDATIONS**

- 9.1 It is recommended that Members note the report.

## **10. REASONS FOR RECOMMENDATIONS**

- 10.1 To ensure that the Neighbourhood Services Committee has up to date information on the forecast 2019/20 General Fund revenue budget outturn and Capital Programme.

## **11. BACKGROUND PAPERS**

Medium Term Financial Strategy 2020/21 to 2021/22 to Finance and Policy Committee 30.09.19.

Strategic Financial Management Report – as at 31<sup>st</sup> July 2019 report to Finance and Policy Committee 30.09.19.

Strategic Financial Management Report – as at 30<sup>th</sup> September 2019 report to Finance and Policy Committee 11.11.19.

## **12. CONTACT OFFICER**

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## REVENUE FINANCIAL MONITORING REPORT FOR FINANCIAL YEAR 2019/20 as at 30th September 2019

Approved 2019/2020 Budget	Description of Service Area	Forecast Outturn as at 30th September 2019 Adverse / (favourable)	Director's Explanation of Variance
£'000		£'000	
148	Archaeology	5	Shortfall in fee income. The team is working to secure additional funding streams in year.
(305)	Building Design Team	130	The adverse variance relates to a forecast shortfall in fee income from capital schemes.
(785)	Car Parking & Enforcement	80	There has been a reduction in income achieved from parking charges during quarter 1 to quarter 2, due to a decrease in the number of vehicles parking in our facilities, coupled with a reduction in enforcement due to staff shortages.
(111)	Coast, Countryside & Heritage	0	
1,017	Community Safety & Engagement	(10)	Relates mainly to temporary borrowing savings in relation to CCTV.
(133)	Construction Support Services	0	
112	Construction Team	20	
315	Engineering Services (incl Coastal Protection and Contaminated Land)	0	
2,938	Environmental Services	0	
(324)	Highways Trading	0	
2,641	Highways Maintenance & Transportation	0	
24	General Allotments	0	
1,403	Passenger Transport	200	The adverse variance reflects the level of SEND home to school transport provision. This has been reviewed for the new school cohort starting from Septemeber and is consitstent with the forecast provided at quarter 1.
838	Public Protection	0	
133	Road Safety	0	
890	Street Lighting	60	Adverse variance reflects efficiency savings not being fully realised in 2019/20.
2,368	Sustainable Transport	(75)	The favourable variance is based on the negotiated position with Bus Operators which has resulted in the current contract being below the base budget provision.
(119)	Vehicle Fleet	(200)	Temporary prudential borrowing savings from extending the life of assets and maintenance savings in relation to new vehicles.
5,276	Waste & Environmental Services	0	
16,178	<b>Total</b>	<b>210</b>	

**NEIGHBOURHOOD SERVICES COMMITTEE**  
**PLANNED USE OF RESERVES**

**7.1 Appendix A**

The above figures include the 2019/2020 approved budget along with the planned use of Departmental Reserves created in previous years.  
The details below provide a breakdown of these reserves

Approved 2019/2020 Budget  £'000	Description of Service Area	Actual Usage 2019/2020  £'000	Variance Over/ (Under)  £'000	Director's Explanation of Variance
50	Allotments (Public Health Reserve)	50	0	Funded from Public Health Reserve
14	Community Safety Specific Grants	14	0	Use of PCC funding contribution towards 'Outreach' scheme.
35	Passenger Transport Reserve	35	0	The remaining balance on this reserve will be used to mitigate the impact of the cost pressures from home to school transport for SEND pupils.
34	Ward Member Budgets (incl Civic Lottery)	34	0	Relates to timing of expenditure
<b>133</b>	<b>Total</b>	<b>133</b>	<b>0</b>	

## CAPITAL MONITORING REPORT PERIOD ENDING 30th September 2019

Project Code	Scheme Title	BUDGET	EXPENDITURE IN CURRENT YEAR					Type of Financing	2018/19 COMMENTS
		A	B	C	C	D	E		
		2019/20 Budget £'000	2019/20 Actual as at 30/09/19 £'000	2019/20 Expenditure Remaining £'000	Expenditure Rephased into 2020/21 £'000	(B+C) 2019/20 Total Expenditure £'000	(D-A) 2019/20 Variance from Budget £'000		
7272	Wheelee Bin Purchases	100	47	53	0	100	0	UDPB	Annual budget for purchase of new and replacement bins. Expect spend to budget.
7333	Seaton - Additional Car Parking	571	6	565	0	571	0	UDPB	Scheme to create 350 new parking spaces approved by Council 25th October, 2018
7466	DSO Vehicle Purchases	2,908	345	2,384	179	2,908	0	UDPB	At this stage it expected that all of the outstanding 2018/19 vehicle purchases and most of the current years replacement programme will be delivered and can be met from the existing budget.
8993	Garage Wash-off Facility	101	0	101	0	101	0	MIX	Expected to be completed in year.
7878	Community Safety CCTV Upgrade/Relocation	46	2	44	0	46	0	MIX	Scheme expected to complete in 2019/20.
CR	Crematorium Chapel refurbishment	404	0	0	404	404	0	RCCO	A report setting out proposals will be presented to members later in the year.
Allot	Allotments Improvements	209	1	45	163	209	0	UDPB	A new programme of works for 2018/19 was approved by the Neighbourhoods Committee in June 2018.
LTP	Local Transport Plan (LTP) Schemes	2,870	955	1,753	162	2,870	0	GRANT	Consists of various Highways & Traffic schemes. The rephased may vary owing to the timing of expenditure which can be subject to unforeseen delays/design /consultation and weather conditions.
9026	TVCA - Eastern Crossing Feasibility	116	99	17	0	116	0	GRANT	Scheme study nearing completion.
7900	EA - Hartlepool Marina - North Pier Study	30	0	30	0	30	0	GRANT	Anticipated study completion in 2019/20.
7902	EA - Hartlepool Drainage Schemes	36	0	0	36	36	0	GRANT	On site Flood defence works.
8958	A19, Grade Separated Junction, Elwick Bypass and Hartlepool Western Link	18,506	107	1,893	16,506	18,506	0	UDPB	Design work is progressing and tender for gap closures has been awarded. The rephased budget reflects the profile of the scheme which will span multiple years.
8444	Coast Protection - Town Wall Strengthening	42	1	41	0	42	0	GRANT	Scheme complete, however there is an ongoing legal dispute. When resolved a request will be made to the Environment Agency to transfer the balance to another Environmental Agency scheme of a similar nature.
8578	Coast Protection - South Management Unit Study	28	0	28	0	28	0	GRANT	Ongoing study that will lead to an options appraisal and committee report. Anticipated completion in 2019/20.
8997	Neighbourhood Investment Fund Unallocated	239	0	0	239	239	0	UDPB	This is the remaining balance on the Neighbourhood Investment Fund to be allocated to schemes following future approval by Members.
7339	Seaton Park Tennis Courts	173	2	171	0	173	0	MIX	
HIFP	Additional Highway Schemes HIFP	1,825	657	746	422	1,825	0	MIX	A report providing an update on the details of this budget was presented to Finance and Policy Committee on 22nd July.
7246	NIP - Rossemere Park	281	114	167	0	281	0	GRANT	Phase 2 expected to commence Oct-19 and complete by Dec-19/Jan-20
7340	NIP - Owton Manor Belly Bins	0	0	0	0	0	0	MIX	Scheme completed 2018/19
7343	NIP - Memorial Wood	7	1	6	0	7	0	UDPB	Work committed.
7344	NIP - Hindpool Close Play Area	40	1	39	0	40	0	UDPB	
7347	NIP - CCTV in Parks	399	18	381	0	399	0	GRANT	
8977	NIP - King Oswy Drive	33	11	22	0	33	0	UDPB	Scheme complete
8288	NIP - Stranton Cemetery Barrier	50	0	0	50	50	0	UDPB	Project not expected to commence until 2020/21
8994	NIP - BIS Paving	5	5	0	0	5	0	UDPB	
8292	NIP - Headland	112	98	14	0	112	0	UDPB	
8996	NIP - Roundabouts at Key Gateways	3	2	1	0	3	0	UDPB	
7438	NIP - Spencer Grove	6	0	6	0	6	0	UDPB	
7436	NIP - Stranton Cemetery Car Park	50	0	0	50	50	0	UDPB	Business case to be taken, this scheme not expected to commence until 2020/21
7439	NIP - Off street Car Parking Balmoral Rd	21	18	3	0	21	0	UDPB	
7440	NIP - Improvements to Parks	200	0	200	0	200	0	UDPB	Individual schemes to be agreed
7448	NIP - Davison Drive Belly Bin	6	0	6	0	6	0	UDPB	Remaining Thirteen funds
7444	NIP - Cleaning Equipment	34	0	34	0	34	0	UDPB	
7437	NIP - Play Equipment Replacement (Sinking Fund)	50	0	25	25	50	0	UDPB	Amounts set aside for the replacement of playground equipment.
PLAY	Parks & Playgrounds	77	11	29	37	77	0	GRANT	Amounts set aside for the replacement of playground equipment.
TVCA	TVCA Cycleways and Footpath Upgrades	708	332	376	0	708	0	GRANT	Scheme completed £15k under budget. Budget reduced to reflect grant repayable to TVCA in line with the terms of the funding agreement.
Neighbourhoods Committee Total		30,286	2,833	9,180	18,273	30,286	0		

## Key

RCCO

MIX

UCPB

Revenue Contribution towards Capital  
Combination of Funding Types  
Unsupported Corporate Prudential Borrowing

GRANT

CAP REC

UDPB

Grant Funded  
Capital Receipt  
Unsupported Departmental Prudential Borrowing