

Chichester District Council



Draft Budget Spending Plan 2017-18

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INTRODUCTION

This document contains details of the Council's revenue and capital budget spending plans for the financial year 2017-18. The spending plans are formulated in accordance with the financial principles of the Financial Strategy as adopted by Council that results in a robust financial estimate of the resources needed to deliver Council Services in 2017-18.

The Council has a statutory duty to prepare a balanced annual revenue budget. It is also good financial management to do so within the context of the 5 year Financial Strategy taking into account the impact of the capital programme on the revenue budget.

2017-18 represents the seventh consecutive year of government funding cuts. In September 2016, members of the Council agreed a deficit reduction plan, and delegated authority to the Head of Finance and Governance to take up the government's multi-year funding offer. On 16 November the Council received confirmation from the Department for Communities and Local Government (DCLG) that the four year funding offer was agreed and that the Council "*can expect to receive the allocations published as part of the 2016-17 local government finance settlement in 2017-18, 2018-19 and 2019-20.*" The funding set out in the Council's 5 year Financial Strategy is therefore not expected to change.

Council Spending – Revenue Budget

The Council's revenue budget requirement for 2017-18 is £12.363m (£9.288m excluding NHB). This represents a spending decrease of 19.3% (or a 20.3% decrease when excluding the NHB) over the base budget for 2016-17.

The budget requirement is calculated after deducting income from fees and charges. It has to be financed from Council Tax, Retained Business Rates, Revenue Support Grant and other Government Grants.

The proactive financial management of the council's medium term financial position, efficiencies made during the year, and progress with the deficit reduction programme, have placed the Council in the position of once again being able to balance the forthcoming financial year's budget. This is another major step towards the objective of securing the Council's financial stability over the medium term.

The revenue budget for 2017-18 is shown in the summarised Comprehensive Income and Expenditure statement. This summary provides the net cost of each Cabinet portfolio and also for the main services within each portfolio area.

The detailed budget preparation allows for some variations between budget centres which, when aggregated for the whole of the General Fund, have a neutral effect. These adjustments include:

- Approved virements between or within service budgets. The detailed estimates include some minor virements, requested by Executive Directors, which have no significant impact on the overall level of service provision.
- Movement in recharges from support services, represented by a reallocation of officer time in response to the changing priorities of the Council.
- Notional capital charges for the use of assets included in individual budgets, for proper accounting standards purposes. For council tax setting purposes, these charges are neutralised as an adjustment between reserves.

An analysis and explanation of the major budget movements is also included in the pages that follow the summarised Comprehensive Income and Expenditure statement.

Council Spending – Capital Budget

The 2017-18 budget includes a Capital Programme of £12.903m. Of this sum the following major schemes have been provided for:

- £5.7m for Plot 12 Terminus Road – Enterprise Gateway;
- £2.5m for various housing grants including Disabled Facilities Grants and Affordable Housing Grants,
- £2.1m for the Asset Replacement Programme; and,
- £0.8m for Plot 21 Terminus Road Development.

Further details can be found in the Capital and Projects Programme and Asset Replacement Programme sections of this document.

Council Tax

The Government have confirmed that they will continue with the requirement for any “excessive” Council Tax increases to be determined by local referendum. Excessive is generally deemed to be 2% or £5 whichever is greater for all authorities. They have also confirmed that a tax freeze grant will not be available for 2017-18. For Chichester District Council we are permitted to increase our Council Tax by £5 before triggering a referendum. This equates to a 3.43% increase, or less than 10 pence per week.

For 2017-18 Chichester District Council is proposing a council tax charge of £150.81, an increase of £5 on the charge for 2016-17.

Further information

Further information about the budget spending plans may be obtained from the Accountancy Services Team at the Council headquarters at East Pallant House, 1 East Pallant, Chichester PO19 1TY.

If you have any questions on any of the information included in the Council's budget spending plans please contact the Accountancy Services Team on 01243 785166 or email finance@chichester.gov.uk.

J. Ward CPFA
Head of Finance and Governance Services



Summarised Comprehensive Income and Expenditure

Draft Summarised
Comprehensive Income and Expenditure Account

	Original Budget 2016/17 £	Estimated Budget 2017/18 £
Leader		
Corporate Management	896	952
	896	952
Community Services		
Careline	163	159
Community Engagement and Development	1,025	791
Culture and Arts Support	462	431
Family Intervention and Community Safety	380	385
Health and Wellbeing	167	160
Foreshores	122	142
	2,319	2,068
Commercial Services		
Car Parks	-4,303	-4,098
CCTV	214	203
Economic Development	-48	186
Leisure and Sports Development	60	40
Leisure Centres	1,859	794
Museums and Tourist Information Centres	851	900
Property Services	152	204
	-1,216	-1,771
Finance and Governance		
Car Loans	1	1
Democratic Representation	830	824
Elections	378	406
Housing Benefits	379	309
Non Distributed Costs	-36	-22
Revenues Services	1,068	1,006
Strategic Financial Management	246	339
	2,866	2,863
Business Improvement Services		
Council Magazine	25	29
	25	29
Planning Services		
Arts Development	0	0
Building Control	167	89
Design and Implementation	4	-4
Development Management	1,299	1,101
Planning Policy	513	583
	1,983	1,769
Housing and Environment Services		
Coast Protection and Land Drainage	521	438
Commercial and Public Safety	521	484
Environmental Protection	507	521
Environmental Health Licencing	86	12
Emergency Planning	66	86
Environment Policy	171	171
Pest Control	30	27
Housing Options	551	562
Housing Investments	2,140	1,765
Land Charges	-22	-39
Street Naming and Numbering	47	44
	4,617	4,071
Contract Services		
Cemeteries	99	142
Grounds Maintenance	620	636
Parks and Open Spaces	211	193
Public Conveniences	489	477
Waste, Cleansing & Recycling Services	3,199	3,127
	4,618	4,575
Cost of Services	16,109	14,556

Draft Summarised
Comprehensive Income and Expenditure Account

	Original Budget 2016/17 £	Estimated Budget 2017/18 £
Other Operating Expenditure		
Internal Drainage Board Levy	49	49
Gain (-) or Loss on the disposal of non current assets	0	0
Financing and Investment Income and Expenditure		
Interest payable and similar charges	0	0
Interest and investment income	-246	-633
Interest received on finance leases (lessor)	-84	-95
Interest payable on finance leases (lessee)	10	6
Interest adjustments relating to soft loans	0	0
Investment Properties	-546	-717
Other Income	-30	-30
	15,261	13,137
<u>ITEMS NOT FUNDED BY COUNCIL TAX</u>		
Notional transactions for comparative and Accounting Code of Practice purposes	-5,691	-4,053
<u>Net transfer to or from earmarked reserves</u>		
Asset Replacement Reserve	1,437	1,254
Capital Projects Reserve	231	-18
Restructuring Reserve	0	0
Housing Reserve	0	0
Investment Opportunities Reserve	1,296	471
New Homes Bonus Reserve	3,229	2,800
New Homes Bonus Grants Reserve	0	0
Theatre and Gallery Reserve	-395	-239
Insurance Fund	0	0
Elections Reserve	30	30
Policy Initiatives & Performance Improvement Fund	0	0
Planning Delivery Grant	0	0
Local Authority Business Incentive Scheme (LABGIS) Reserve	0	0
Local Development Framework Reserve	0	0
Energy Efficiency Reserve	-21	0
Other Reserves	-54	-1,020
	5,755	3,278
DISTRICT COUNCIL REQUIREMENT	15,325	12,363

Budget Spending Plans 2017-18

The Council's estimated budget requirement for 2017-18, as shown in Appendix 1, is £12.363m (£9.288m excluding NHB). This represents a spending decrease of 19.3% (or a 20.3% decrease when excluding the NHB) over the base budget for 2016-17. The movement can be analysed as follows:

<u>Major Variations</u>	£000
Base Budget 2016-17	15,325
<u>Budget increases (+7.8%)</u>	
1. Pay Settlement	193
2. Chichester Festival Theatre and Pallant House Gallery	156
3. Inflation on Prices	147
4. Pension Contributions	124
5. Car Park Income	106
6. Business rates on Council owned property	90
7. Housing Benefits (net of Subsidy)	88
8. New posts of Recycling Project Officers	60
9. National Insurance	58
10. Tourism Support	50
11. Courts Costs	48
12. ICT Staffing	36
13. Reduction in Housing Benefit Administration Grant	17
Other variations (net)	22
	1,195
<u>Budget decreases (-5.0%)</u>	
14. Return on investments	-420
15. Removal of temporary funding for two posts	-106
16. Recycling credits	-65
17. Museum Service trading activities	-63
18. Inflation on fees and charges	-52
19. Estates rental and licence income	-39
20. Council Tax Reduction Scheme grant to Parish Councils	-29
	-774
<u>21. Service Efficiencies (-5.3%)</u>	
Net savings arising from outsourcing of Westgate Leisure	-571
Housing and Environment Services efficiencies	-70
Restructuring of Revenues and Benefits Service	-64
New Insurance and Banking contracts	-44
Planning Advertising	-35
Contribution to Selsey Town Council	-21
	-805
<u>22. Contributions to/from reserves - subject to Final Settlement (-13.0%)</u>	
Contribution to the Investment Opportunities Reserve (net) movement)	-825
Revenue contribution to the provision for future asset renewals	-183
Business Rates Equalisation Reserve	-1,139
Creation of a Local Plan Reserve	160
	-1,987
Budget Requirement (excluding decrease in NHB)	12,954

<u>Major Variations</u>	£000
NHB (movement in year) (-3.8%)	-591
Budget Requirement 2017-18	12,363
Financed By:	
<u>Financial Settlement</u>	
Revenue Support Grant	189
Settlement related grants	245
	<u>434</u>
<u>Council Tax</u>	
Council Tax payers	7,830
Collection Fund surplus (Council Tax)	30
	<u>7,860</u>
<u>Business Rates Retention Scheme (BRRS)</u>	
Retained Business Rates	17,827
Business Rate Tariff payable to central government	-16,244
BRRS grants from central government	1,047
Business Rates Levy payable to central government (or to the West Sussex coastal pool)	-239
Collection Fund deficit (NDR)	-1,397
	<u>994</u>
Funding excluding NHB	9,288
NHB	3,075
Total Funding	12,363

An explanation of each of the major variances shown in the table above can be found in the following paragraphs:

Budget Increases

1. Pay Settlement (budget increase of £192,900)
The 2017-18 base budget includes provision for a 1% pay increase.
2. Chichester Festival Theatre and Pallant House gallery (budget increase of £156,000)
The agreement to provide annual funding contributions to the Chichester Festival Theatre and Pallant House Gallery from an earmarked reserve will end during 2017-18. This funding is required to meet the Council's commitment for 2017-18. New agreements that will provide funding to both organisations for four years from the Council's base budget with effect from April 2018 were recommended to Council by Cabinet in December 2016.
3. Inflation on prices (budget increase of £146,900)
This takes into account cost inflation at £89,600 and the impact of incremental drift on Council salaries amounting to £57,300. General inflation has been estimated 1% apart from utility payments which range from a reduction of 5% for gas and no increase for electricity.
4. Pension Contributions (budget increase of £124,000)
The Council's pension contribution will be increased by 1% from 1 April 2017.
5. Car Park Income (budget increase of £106,000)
The 2016-17 base budget was increased by £300,000 to reflect demand based on 2015-16 projections. Unfortunately this increase in volume has not been sustained.

In January 2017, the Cabinet approved an increase in parking charges that will generate £148,500 of income from season tickets (£50,000) and the introduction of evening charges at the Northgate and New Park Road Car Parks in Chichester on a trial basis for one year (£98,500).

In addition to this, income of £45,000 generated from a fee increase in 2016-17 that will be used to fund the introduction of new and additional electric charging points in Council car parks on a non-recurring basis is now available to fund the base budget in 2017-18.
6. Business Rates on Council owned properties (budget increase of £90,000)
It is forecast that there will be an overall increase in business rates payable on council owned properties. This is mainly as a direct result of the impact of a new rating list that comes into effect from 1 April 2017.
7. Housing Benefits net of subsidy (budget increase of £87,900)
The net impact of Housing Benefit payments after the receipt of government subsidy is extremely difficult to predict as it is influenced by caseload volume, changing economic conditions and also government initiatives that affect the value of payments made and also the levels of subsidy provided. In the original budget for 2016-17, it was estimated that the Council would receive government subsidy at a rate of 98.18% of total Housing Benefit payment expenditure, the latest forecast suggests that this will reduce to 97.71%. This forecast additional cost represents 0.3% of the Housing Benefit expenditure budget.
8. New posts of Recycling Project Officers (budget increase of £60,000)
The appointment of two Project Recycling Officers to support the Council's Recycling Action Plan was approved by Cabinet in April 2016. The Action Plan provides a framework to support the achievement of a 50% recycling rate by 2020.
9. National Insurance (budget increase of £58,000)
The government has introduced a new Apprenticeship Levy with effect from 6 April 2017, that is payable by all large employers (including public sector) operating in the United Kingdom. This new charge will fund the government's target of creating three million new apprenticeships by 2020.

The levy is charged at a rate of 0.5% on an employer's gross annual pay, however, each employer will receive a £15,000 allowance per year to offset against the levy, meaning that only those with pay bills of more than £3million will pay the levy, regardless of whether they have apprentices or not. For the Council the levy that will be collected by the HMRC through employers' Pay As You Earn is estimated to be £58,000.

The levy will be placed in a new digital apprenticeship service account that CDC will have access to and will be able to use to pay for training costs of approved apprenticeships schemes. Funds will expire 18 months after being entered into the digital account, unless they are spent on apprenticeship training.

10. Tourism Support (budget increase of £50,000)
At their meeting on 17 January 2017, the Overview and Scrutiny recommended to Cabinet that a growth bid of £50,000 be included in the base budget 2017-18 as an annual allocation of partnership funding for five years from April 2017 to assist the development a new strategy for the visitor economy in the district. A report on this proposal can be found elsewhere on the agenda.
11. Court Costs income (budget increase of £48,200)
Reduction in income from Court costs awarded as result of council tax recovery proceedings based upon previous two financial year's outturn figures. The introduction of additional instalment dates and also the option to spread the council tax demand over twelve months has resulted in a reduced need to take court action for non/late payments. In contrast this has had a positive effect on the council tax collection rate.
12. ICT Staffing (budget increase of £35,700)
A balance of funding is required to finance a post and staff regradings within the ICT Service. The total cost of £57,700 has been funded in part from a reduction in the cost of IT Support and Maintenance Agreements. As a result of the cessation of the Shared Services project, savings equalling this sum will also need to be found on top of the target set for the future review of the ICT Service.
13. Reduction in Housing Benefit Administration Grant (budget increase of £16,800)
Reduction in the government grant provided for the administration of Housing benefits for 2017-18.

Budget decreases

14. Return on investments (budget decrease of £420,000)
The Council has invested £10million in the Local Authority Property Fund as per the approved Treasury Management Strategy. It is anticipated that the average net yield will be some £420,000 per annum. The Council's updated budget principles incorporate this income into the revenue account due to the long term stable nature of this investment.
15. Removal of temporary funding for two posts (budget decrease of £106,400)
Two new posts were incorporated into the base budget for 2016-17 on a non-recurring basis.

The base budget funding for these posts has therefore been removed from the 2017-18 base budget. Any continued funding requirements will be considered as part of a restructure at Chichester Contract Services.
16. Recycling credits (budget decrease of £65,000)
Recycling credits have increased due to growth in the volume of items being recycled and also the quality of the materials.
17. Museum Trading Activities (budget decrease of £62,500)

The Museum Service estimates that it will generate an additional £62,500 of income in 2017-18. This will be derived from hosting weddings at the Guildhall in Priory Park, Chichester (£35,000), external hire of the space in the Novium Museum building (£20,000), growth in

income from the Museum's learning business (£19,700), and income as a direct result of hold the Tim Peake Exhibition (£10,000). However, it is also anticipated that there will be a reduced income from its other trading activities i.e. theatre, hotel and coach bookings (£22,200).

18. Inflation on fees and charges (budget decrease of £51,700)

Inflation on general fees and charges for Council services, excluding car parks.

19. Estates rental and licence income (net budget decrease of £39,300)

Overall increase in rental and licence income based on 2016-17 forecast rent schedule includes:

- The completion of Phase 1B of the Barnfield Drive development will generate additional income of £147,800;
- Insurance costs recovered from tenants that was not previously budgeted for will provide an additional £33,000 income;
- Reduction in rental income at St. James Industrial Estate mainly due to voids as a result of the pending site redevelopment project (£69,000); and,
- Other changes to Estates rental forecasts. A reduction in income of £72,500 which mainly relates to income from Plots 4a and 4b Terminus Road that was entered into the base budget for 2016-17 twice in error as these properties are classed as Investment Properties.

20. Council Tax Reduction Scheme (CTRS) grant to Parish Councils (budget decrease of £29,400)

Reduction in CTRS grant paid to Parish Councils as agreed by Cabinet in December 2016.

Service Efficiencies

21. Service Efficiencies (budget decrease of £805,600)

Savings arising from Year 2 of the contract to outsource Westgate Leisure of £571,300.

There has been a restructure in the Revenues and Benefits team which has resulted in a decrease of staff to reflect the reorganisation of responsibilities. This has produced cost savings of £64,000.

The five year financial strategy provides for an estimated £250,000 of savings to be delivered from a Procurement Review from 2018-19 onwards. The following cost reductions have been offered up as part of the 2017-18 budget process in support of this target amount:

- The Housing and Environment service has identified savings of £70,300 following a review of costs across its service areas; and,
- The Planning Service identified a budget providing for costs of advertising can be reduced by £35,000.
- The contract for the Council banking arrangements was retendered and the annual insurance renewals renegotiated by the Finance Team resulting in total savings of £43,800.

As part of the Customer Services Review, an agreement with Selsey Town Council to provide an area office service has been renegotiated provided a saving of £21,200.

Contributions to/from reserves

22. Contributions to/from reserves - subject to Final Settlement (a decrease of £1,987,000)

A contribution to reserves of £471k has been set aside for new investment opportunities. This represents a £825k decrease on the base budget contribution from 2016-17. Use of this

reserve will follow the normal project approval process via Cabinet and Council (depending on value).

The contribution towards asset replacement has been reduced by £183k net of inflation following a review of the 25 year Asset Replacement Programme. These changes ensure that the 25 year programme is fully funded based on current expected profiles. Although included in the Financial Strategy, this reduction was not forecast to be built into the base budget until 2018-19.

The budget for 2017-18 also includes a £1.139m contribution from the Business Rates Equalisation Reserve. This reserve is used to account for the net effect of timing differences between funds recognised in the Council's General Fund in accordance with accounting rules and the timing of cash payments received from Central Government.

The Financial Strategy approved by Cabinet in December 2016 provides for an annual contribution of £160k to a new Local Plan Reserve to support the funding of the Council's Local Plan Submission.



Cabinet Portfolios

LEADER OF THE COUNCIL PORTFOLIO

Council Leader



Cllr Mr A (Tony) Dignum

Tel: 01243 538585

Email: tdignum@chichester.gov.uk

Summary

	£000
Employee costs	379
Other running costs	583
Capital charges	3
Income	-13
Net Cost	952

Area of Responsibility included in Summary:

Corporate Management

Employee costs	379
Other running costs	583
Capital charges	3
Income	-13
	952

Full details of Cabinet Member Responsibilities can be found in the Council Website at <http://chichester.moderngov.co.uk/mgCommitteeDetails.aspx?ID=135>.

COMMUNITY SERVICES PORTFOLIO

Deputy Leader and Cabinet Member for Community Services



Cllr Eileen Lintill

Tel: 01798 342948

Email: elintill@chichester.gov.uk

	£000
Summary	
Employee costs	1,746
Other running costs	1,951
Capital charges	181
Income	-1,810
Net Cost	2,068

Area of Responsibility included in Summary:

Careline

Employee costs	754
Other running costs	362
Capital charges	14
Income	-971
	159

Community Engagement and Development

Employee costs	259
Other running costs	776
Capital charges	8
Income	-252
	791

Culture and Arts Support

Employee costs	0
Other running costs	494
Capital charges	9
Income	-72
	431

Family Intervention and Community Safety

Employee costs	441
Other running costs	7
Capital charges	138
Income	-201
	385

COMMUNITY SERVICES PORTFOLIO

	£000
Health and Wellbeing	
Employee costs	217
Other running costs	228
Capital charges	4
Income	-289
	160
Foreshores	
Employee costs	75
Other running costs	84
Capital charges	8
Income	-25
	142

Full details of Cabinet Member Responsibilities can be found in the Council Website at <http://chichester.moderngov.co.uk/mgCommitteeDetails.aspx?ID=135>.

COMMERCIAL SERVICES PORTFOLIO

Cabinet Member for Commercial Services



Cllr Mrs Gillian Keegan

Tel: 01798344084

Email: gkeegan@chichester.gov.uk

	£000
Summary	
Employee costs	1,252
Other running costs	4,026
Capital charges	1,351
Income	-8,400
Net Cost	-1,771

Area of Responsibility included in Summary:

Car Parks

Employee costs	538
Other running costs	1,693
Capital charges	120
Income	-6,449
	-4,098

CCTV

Employee costs	16
Other running costs	188
Capital charges	14
Income	-15
	203

Economic Development

Employee costs	316
Other running costs	709
Capital charges	316
Income	-1,155
	186

Leisure and Sports Development

Employee costs	24
Other running costs	8
Capital charges	8
Income	0
	40

COMMERCIAL SERVICES PORTFOLIO

	£000
Leisure Centres	
Employee costs	64
Other running costs	294
Capital charges	615
Income	-179
	794
Museums and Tourist Information Centres	
Employee costs	294
Other running costs	606
Capital charges	218
Income	-218
	900
Property Services	
Employee costs	0
Other running costs	528
Capital charges	60
Income	-384
	204

Central Support Services included within the responsibilities of this Portfolio:

Estates Services	
Employee costs	452
Other running costs	39
Capital charges	5
Income	-79
	417

As Support Services, the costs of these services are recharged across all Council services based upon an appropriate apportionment basis and appear within 'Other running costs' in the other Portfolio areas of responsibility.

Full details of Cabinet Member Responsibilities can be found in the Council Website at <http://chichester.moderngov.co.uk/mgCommitteeDetails.aspx?ID=135>.

FINANCE AND GOVERNANCE PORTFOLIO

Cabinet Member for Finance and Governance



Cllr Mrs Philippa Hardwick

Tel: 01428 661866

Email: phardwick@chichester.gov.uk

	£000
Summary	
Employee costs	1,925
Other running costs	38,199
Capital charges	59
Income	-37,320
Net Cost	2,863

Area of Responsibility included in Summary:

Car Loans

Employee costs	0
Other running costs	3
Capital charges	0
Income	-2
	1

Democratic Representation

Employee costs	305
Other running costs	634
Capital charges	15
Income	-130
	824

Elections

Employee costs	185
Other running costs	216
Capital charges	5
Income	0
	406

Housing Benefits

Employee costs	521
Other running costs	36,423
Capital charges	16
Income	-36,651
	309

FINANCE AND GOVERNANCE PORTFOLIO

	£000
Non Distributed Costs	
Employee costs	0
Other running costs	-32
Capital charges	10
Income	0
	-22
Revenues Services	
Employee costs	914
Other running costs	616
Capital charges	13
Income	-537
	1,006
Strategic Financial Management	
Employee costs	0
Other running costs	339
Capital charges	0
Income	0
	339

Central Support Services included within the responsibilities of this Portfolio:

Finance and Legal Services Management	
Employee costs	110
Other running costs	5
Capital charges	1
Income	0
	116
Audit Services	
Employee costs	182
Other running costs	14
Capital charges	2
Income	0
	198
Financial Strategy and Accounting	
Employee costs	541
Other running costs	51
Capital charges	7
Income	-1
	598
Legal Services	
Employee costs	311
Other running costs	80
Capital charges	4
Income	-5
	390
Revenues Services	
Employee costs	141
Other running costs	25
Capital charges	5
Income	0
	171

FINANCE AND GOVERNANCE PORTFOLIO

As Support Services, the costs of these services are recharged across all Council services based upon an appropriate apportionment basis and appear within 'Other running costs' in the other Portfolio areas of responsibility.

Full details of Cabinet Member Responsibilities can be found in the Council Website at <http://chichester.moderngov.co.uk/mgCommitteeDetails.aspx?ID=135>.

BUSINESS IMPROVEMENT SERVICES PORTFOLIO

Cabinet Member for Business Improvement Services



Cllr Penny Plant

Tel: 01243 575031

[Email: pplant@chichester.gov.uk](mailto:pplant@chichester.gov.uk)

Summary

	£000
Employee costs	0
Other running costs	55
Capital charges	0
Income	-26
Net Cost	29

Area of Responsibility included in Summary:

Council Magazine

Employee costs	0
Other running costs	55
Capital charges	0
Income	-26
	29

Central Support Services included within the responsibilities of this Portfolio:

Business Improvement Management

Employee costs	95
Other running costs	4
Capital charges	1
Income	0
	100

Corporate Policy Advice

Employee costs	140
Other running costs	8
Capital charges	2
Income	0
	150

Building Services

Employee costs	239
Other running costs	19
Capital charges	3
Income	0
	261

BUSINESS IMPROVEMENT SERVICES PORTFOLIO

	£000
Administrative Buildings	
Employee costs	132
Other running costs	465
Capital charges	87
Income	0
	684
Customer Services	
Employee costs	442
Other running costs	60
Capital charges	9
Income	-2
	509
Information and Communication Technology	
Employee costs	827
Other running costs	1,052
Capital charges	37
Income	-1
	1,915
Human Resources and Payroll	
Employee costs	264
Other running costs	31
Capital charges	4
Income	0
	299
Procurement	
Employee costs	42
Other running costs	3
Capital charges	0
Income	0
	45
Health and Safety	
Employee costs	88
Other running costs	9
Capital charges	1
Income	0
	98

As Support Services, the costs of these services are recharged across all Council services based upon an appropriate apportionment basis and appear within 'Other running costs' in the other Portfolio areas of responsibility.

Full details of Cabinet Member Responsibilities can be found in the Council Website at <http://chichester.moderngov.co.uk/mgCommitteeDetails.aspx?ID=135>.

PLANNING SERVICES PORTFOLIO

Cabinet Member for Planning Services



Cllr Mrs Susan Taylor

Tel: 01243 514034

Email: staylor@chichester.gov.uk

Summary

	£000
Employee costs	2,803
Other running costs	1,328
Capital charges	35
Income	-2,397
Net Cost	1,769

Area of Responsibility included in Summary:

Arts Development

Employee costs	0
Other running costs	50
Capital charges	0
Income	-50
	0

Building Control

Employee costs	403
Other running costs	154
Capital charges	5
Income	-473
	89

Conservation and Design

Employee costs	116
Other running costs	106
Capital charges	2
Income	-228
	-4

Development Management

Employee costs	1,814
Other running costs	871
Capital charges	24
Income	-1,608
	1,101

PLANNING SERVICES PORTFOLIO

	£000
Planning Policy	
Employee costs	470
Other running costs	147
Capital charges	4
Income	-38
	583

Full details of Cabinet Member Responsibilities can be found in the Council Website at <http://chichester.moderngov.co.uk/mgCommitteeDetails.aspx?ID=135>.

HOUSING AND ENVIRONMENT SERVICES PORTFOLIO

Cabinet Member for Housing and Environment Services



Cllr Mrs Carol Purnell

Tel: 01243 605927

Email: sttaylor@chichester.gov.uk

	£000
Summary	
Employee costs	2,384
Other running costs	4,333
Capital charges	276
Income	-2,922
Net Cost	4,071

Area of Responsibility included in Summary:

Coast Protection and Land Drainage

Employee costs	109
Other running costs	149
Capital charges	221
Income	-41
	438

Commercial and Public Safety

Employee costs	369
Other running costs	118
Capital charges	5
Income	-8
	484

Environmental Protection

Employee costs	418
Other running costs	223
Capital charges	7
Income	-127
	521

Environmental Health Licencing

Employee costs	247
Other running costs	120
Capital charges	4
Income	-359
	12

HOUSING AND ENVIRONMENT SERVICES PORTFOLIO

	£000
Emergency Planning	
Employee costs	34
Other running costs	52
Capital charges	0
Income	0
	86
Environment Policy	
Employee costs	163
Other running costs	144
Capital charges	2
Income	-138
	171
Pest Control	
Employee costs	0
Other running costs	27
Capital charges	0
Income	0
	27
Housing Options	
Employee costs	485
Other running costs	556
Capital charges	30
Income	-509
	562
Housing Investments	
Employee costs	433
Other running costs	2,836
Capital charges	5
Income	-1,509
	1,765
Land Charges	
Employee costs	95
Other running costs	94
Capital charges	1
Income	-229
	-39
Street Naming and Numbering	
Employee costs	31
Other running costs	14
Capital charges	1
Income	-2
	44

Full details of Cabinet Member Responsibilities can be found in the Council Website at <http://chichester.moderngov.co.uk/mgCommitteeDetails.aspx?ID=135>.

CONTRACT SERVICES PORTFOLIO

Cabinet Member for Contract Services



Cllr Mr Roger Barrow

Tel: 01243 601100

Email: rbarrow@chichester.gov.uk

Summary

	£000
Employee costs	3,431
Other running costs	3,908
Capital charges	693
Income	-3,457
Net Cost	4,575

Area of Responsibility included in Summary:

Cemeteries

Employee costs	33
Other running costs	178
Capital charges	18
Income	-87
	142

Grounds Maintenance

Employee costs	319
Other running costs	302
Capital charges	19
Income	-4
	636

Parks and Open Spaces

Employee costs	50
Other running costs	243
Capital charges	85
Income	-185
	193

Public Conveniences

Employee costs	29
Other running costs	377
Capital charges	99
Income	-28
	477

CONTRACT SERVICES PORTFOLIO

	£000
Waste, Cleansing and Recycling Services	
Employee costs	3,000
Other running costs	2,808
Capital charges	472
Income	-3,153
	3,127

Full details of Cabinet Member Responsibilities can be found in the Council Website at <http://chichester.moderngov.co.uk/mgCommitteeDetails.aspx?ID=135>.



Capital and Projects Programme 2017-18

Programme of Capital Projects - 2016/17 (revised) to 2021/22

Capital Financing Summary	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22
	£	£	£	£	£	£
Capital Receipts						
Capital Receipts Reserve	1,452,100	53,000	2,712,600	1,184,600	816,900	500,000
Revenue Financing						
Capital Projects Fund / General Revenue Reserves	2,112,600	8,601,500	0	0	0	0
Asset Replacement Fund	2,453,700	1,982,600	778,000	961,000	1,153,000	1,155,000
Commuted Payments (S106)	244,800	953,000	210,000	76,300	0	0
New Homes Bonus	298,300	270,600	250,000	300,000	300,000	354,700
Community Infrastructure Levy	67,100	20,000	950,000	1,105,000	2,425,000	930,000
Capital Grants						
Disabled Facilities Grants	600,000	665,000	665,000	665,000	665,000	665,000
Environment Agency coastal grants	597,800	212,500	212,500	212,500	212,500	0
Other Contributions	59,100	144,900	0	0	0	0
Funding Totals	7,885,500	12,903,100	5,778,100	4,504,400	5,572,400	3,604,700

Project	Total Approved Budget	Total Prior Years Payments	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22
	£	£	£	£	£	£	£	£
<u>Leader</u>								
Chichester City - Preparing a Vision for the City	65,000	3,700	46,300	15,000	0	0	0	0
Southern Gateway LEP consultation	125,000	0	35,000	90,000	0	0	0	0
Leader Totals	190,000	3,700	81,300	105,000	0	0	0	0
<u>Commercial</u>								
Leisure Contract - Capital Works	1,500,000	0	1,500,000	0	0	0	0	0
Plot 12 Terminus Road - Enterprise Gateway	6,245,900	152,200	383,000	5,710,700	0	0	0	0
Plot 21 Terminus Road Development	2,083,000	53,200	153,000	760,300	1,116,500	0	0	0
The Novium Museum - Option Appraisal	55,000	0	55,000	0	0	0	0	0
Asset Realisation and Development	145,000	76,100	48,300	20,600	0	0	0	0
New Employment Land - Attracting Businesses	40,000	0	40,000	0	0	0	0	0
Tower Street	6,905,000	6,867,000	38,000	0	0	0	0	0
The Guildhall - Heating & Lighting	30,000	0	30,000	0	0	0	0	0
St. James Industrial Estate - Development Options	25,000	0	12,500	12,500	0	0	0	0
Leisure Management Review	110,800	100,900	9,900	0	0	0	0	0
Investment Opportunity 2 (Crane Street)	1,650,000	1,618,000	8,800	23,200	0	0	0	0
Access Road to Florence Park from Pound Farm Road	8,700	0	8,700	0	0	0	0	0
Developing a New Strategy for the Visitor Economy	65,000	0	0	65,000	0	0	0	0
The Novium Museum - Market testing (*)	25,600	0	0	25,600	0	0	0	0
Commercial Totals	18,889,000	8,867,400	2,287,200	6,617,900	1,116,500	0	0	0
<u>Business Improvement</u>								
Upgrade of Heating and Ventilation Systems - EPH	186,300	9,800	176,500	0	0	0	0	0
NWOW - Electronic Document Management	38,000	7,400	30,600	0	0	0	0	0
CRM Stage 2 – Temporary IT Analyst Post	40,000	10,900	29,100	0	0	0	0	0
CRM Stage 2 Rollout	54,400	37,600	16,800	0	0	0	0	0
Shared Services Consultation	10,000	0	10,000	0	0	0	0	0
EPH - Asset options appraisal (*)	10,000	0	0	10,000				
Business Improvement Totals	338,700	65,700	263,000	10,000	0	0	0	0
<u>Community</u>								
New Homes Bonus Scheme Awards	2,056,900	352,200	250,000	250,000	250,000	300,000	300,000	354,700
Grants Portal	1,525,000	616,900	175,000	183,000	183,000	183,000	184,100	0
Bracklesham Bay – Use of S106	1,986,700	1,937,500	49,200	0	0	0	0	0
Gypsies and Travellers Transit Site	151,400	72,600	0	78,800	0	0	0	0
Petworth Leisure Facilities (Skate park)	811,900	741,900	0	70,000	0	0	0	0
Careline - Business plan (*)	10,000	0	0	10,000				
Community Totals	6,541,900	3,721,100	474,200	591,800	433,000	483,000	484,100	354,700

Project	Total Approved Budget	Total Prior Years Payments	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22
	£	£	£	£	£	£	£	£
<u>Finance & Governance</u>								
Finance Management System (FMS)	268,300	195,800	72,500	0	0	0	0	0
Northgate Information at Work	56,100	0	56,100	0	0	0	0	0
Finance & Governance Totals	324,400	195,800	128,600	0	0	0	0	0
<u>Housing & Environment</u>								
Mandatory Disabled Facilities Grants	8,942,500	5,017,500	600,000	665,000	665,000	665,000	665,000	665,000
Beach Management Plan Works	2,613,500	1,179,100	584,400	212,500	212,500	212,500	212,500	0
Discretionary Private Sector Renewal Grants and Loans	1,769,300	994,400	208,100	150,000	150,000	150,000	116,800	0
Affordable Housing Grant Fund	1,371,300	0	135,000	950,000	210,000	76,300	0	0
Chichester Warm Homes Initiative	257,200	53,900	99,400	52,900	51,000	0	0	0
Rural Enabler Post (Home finder scheme)	105,000	66,100	35,900	3,000	0	0	0	0
Coast Protection at Lifeboat Way, Selsey	175,000	161,600	13,400	0	0	0	0	0
Homeless Prevention Fund	50,000	7,400	8,500	8,500	8,600	8,500	8,500	0
Under-Occupied HydeMartlet Properties	66,000	40,200	2,500	5,000	5,000	5,800	7,500	0
Affordable Housing Capital Fund	2,980,400	480,400	0	500,000	500,000	500,000	500,000	500,000
Rural Housing Fund	1,500,000	1,040,500	0	200,000	259,500	0	0	0
Electric Vehicle Charging Points	143,900	0	0	143,900	0	0	0	0
Home Extensions & Conversions (for Hyde properties)	200,000	42,700	0	35,000	35,000	87,300	0	0
Selsey Haven - Contribution towards feasibility study (*)	25,000	0	0	25,000	0	0	0	0
Housing & Environment Totals	20,199,100	9,083,800	1,687,200	2,950,800	2,096,600	1,705,400	1,510,300	1,165,000
<u>Planning</u>								
Tangmere Strategic Development Location	100,000	0	30,000	50,000	20,000	0	0	0
Development Plan	1,081,400	836,200	11,200	100,000	134,000	0	0	0
Local Plan	800,000	0	50,000	250,000	250,000	250,000	0	0
Planning Totals	1,981,400	836,200	91,200	400,000	404,000	250,000	0	0
<u>Contract</u>								
Northgate Car Park - "Changing Place"	25,000	300	24,700	0	0	0	0	0
Priory Park - Phase 1 options appraisal (*)	30,000	0	0	30,000	0	0	0	0
Closed Cemeteries - Essential structural repairs (*)	65,000	0	0	65,000	0	0	0	0
Contract Totals	120,000	300	24,700	95,000	0	0	0	0

Project	Total Approved Budget	Total Prior Years Payments	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22
	£	£	£	£	£	£	£	£
<u>Infrastructure Business Plan - funded from CIL</u>								
CIL Parish payments	22,100	0	22,100	0	0	0	0	0
Ambulance (project 533)	45,000	0	45,000	0	0	0	0	0
Enhancements to Lavant Biodiversity Area (proj 184)	50,000	0	0	10,000	40,000	0	0	0
Brandy Hole Copse (project 196)	10,000	0	0	10,000	0	0	0	0
School places E-W Chichester (project 330)	800,000	0	0	0	800,000	0	0	0
School access improvements - Chi (657)	50,000	0	0	0	50,000	0	0	0
Smarter choices Bike It Project (project 350)	290,000	0	0	0	60,000	75,000	75,000	80,000
School Places Bourne (331)	800,000	0	0	0	0	800,000	0	0
School access improvements - Bourne (660)	50,000	0	0	0	0	50,000	0	0
School places north of district (536)	80,000	0	0	0	0	80,000	0	0
School access improvements - north of district (661)	50,000	0	0	0	0	50,000	0	0
Sustainable transport corridor - Portfield (656)	500,000	0	0	0	0	25,000	50,000	425,000
Sustainable transport corridor - Westhampnett (353)	500,000	0	0	0	0	25,000	50,000	425,000
School places Manhood Peninsula (332)	800,000	0	0	0	0	0	800,000	0
School access improvements - Manhood (659)	50,000	0	0	0	0	0	50,000	0
Medical Centre West of Chichester (398)	1,300,000	0	0	0	0	0	1,300,000	0
Local land drainage East Beach Sea Outfall (293)	100,000	0	0	0	0	0	100,000	0
IBP Totals	5,497,100	0	67,100	20,000	950,000	1,105,000	2,425,000	930,000
Asset Replacement Programme	0	0	2,781,000	2,112,600	778,000	961,000	1,153,000	1,155,000
Asset Replacement Programme Total	0	0	2,781,000	2,112,600	778,000	961,000	1,153,000	1,155,000
Total Capital Projects	54,081,600	22,774,000	7,885,500	12,903,100	5,778,100	4,504,400	5,572,400	3,604,700

Projects marked with (*) are subject to separate reports on this agenda



Asset Replacement Projects Programme 2017-18

Asset Replacement Programme 2016-2022

Project	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22
	£	£	£	£	£	£
Commercial						
ADC Refurbishment	327,300	130,000	0	0	0	0
ADC - Structural Replacement	280,000	0	0	0	0	0
Pay and Display Machine replacement	191,000	0	0	0	0	109,000
ADC - Lighting replacement	120,000	40,000	0	0	0	0
Westgate - Carbon Trust 2014	103,000	0	0	0	0	0
Westgate - Oriel Window Replacement	20,000	0	0	0	0	0
Westgate - New pool heat exchangers	19,900	0	0	0	0	0
CCTV - Camera Replacement Costs	15,000	15,000	15,000	15,000	15,000	15,000
Public Convenience Demolition - Priory Road	7,700	0	0	0	0	0
ADC - Concrete Repairs and Protection Works	0	250,000	0	0	0	0
Westgate LC - Auto & manual door replacement	0	30,000	0	0	0	0
Bourne LC - Air conditioning replacement	0	20,000	0	0	0	0
Novium - Lighting replacement	0	20,000	0	0	0	0
Novium - Internal floors & ceilings	0	13,000	0	0	0	0
Westgate LC - Pool hall refurbishment	0	0	50,000	0	0	0
Westgate LC - Replace curtain walling	0	0	0	40,000	0	0
Novium - Flat roof repairs	0	0	0	8,000	0	0
Novium - Mechanical pumps	0	0	0	0	6,000	0
ADC Pump Replacement	0	0	0	0	0	10,000
Commercial Totals	1,083,900	518,000	65,000	63,000	21,000	134,000
Business Improvement						
Telephone System	283,900	0	0	0	0	0
Oracle Server Rationalisation	34,800	34,800	0	0	0	0
Website Gateway Infrastructure	33,500	33,400	0	0	0	0
Laptop Replacement	39,000	62,000	62,000	62,000	62,000	62,000
EPH Lift Replacement	35,000	0	0	0	0	0
Exchange upgrade	30,000	0	0	0	0	30,000
Exchange 2010	26,300	0	0	0	0	0

Project	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22
	£	£	£	£	£	£
Network Hardware	24,000	24,000	24,000	24,000	24,000	24,000
Citrix Upgrade	20,700	15,000	0	0	15,000	0
Software Application Upgrades (IDOX upgrade)	20,000	20,000	20,000	20,000	20,000	20,000
Sharepoint	20,000	0	0	0	0	0
Remote Access VPN	15,000	15,000	15,000	15,000	15,000	15,000
SAN Additional Storage	15,000	0	0	0	15,000	0
EPH - Auto door replacement	12,000	8,000	0	0	0	0
EPH Air Conditioning Replacement	11,200	20,000	0	0	0	0
EPH Internal Floors & Ceilings	10,000	130,000	0	0	10,000	0
Lagan Upgrade	10,000	10,000	10,000	10,000	10,000	10,000
EPH Office Furniture and Chairs	10,000	10,000	10,000	10,000	10,000	10,000
CMS upgrade	10,000	0	0	10,000	0	0
EPH Lighting Replacement	10,000	0	0	0	0	0
VM Ware (Virtual Servers)	9,000	9,000	9,000	9,000	9,000	9,000
PSN / Compliance Health Checks	7,000	7,000	7,000	7,000	7,000	7,000
Scanners	6,000	0	0	0	0	0
EPH LGF Toilet Refurbishment	5,000	0	0	0	0	0
Printers	0	15,000	0	0	0	0
Website Enhancements - Channel Shift	0	11,400	0	0	0	0
Relocation of Relate/CAB from Theatre Lane	0	38,000	0	0	0	0
EPH - Access / door control system	0	35,000	0	0	0	0
Upgrade active directory	0	25,000	0	0	0	0
EPH Members Kitchen Refurbishment	0	12,000	0	0	0	0
EPH CCTV Upgrade	0	10,000	0	0	0	0
Website Enhancements / Astun / NDL Hardware	0	10,000	0	0	0	0
EPH - Flat roof repairs	0	10,000	0	0	0	0
SAN Infrastructure	0	0	55,000	0	0	0
iWorld (SUN Server)	0	0	53,000	0	0	0
Uniform (SUN Server)	0	0	53,000	0	0	0
CRM (SUN Server)	0	0	53,000	0	0	0
Contact Centre Switch	0	0	25,000	0	0	0
ICT Business Continuity	0	0	20,000	0	0	20,000
SQL Server Licences	0	0	15,000	0	0	15,000
Wireless Servers	0	0	15,000	0	0	0
EPH - UPS batteries	0	0	12,000	0	0	12,000

Project	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22
	£	£	£	£	£	£
Website upgrade	0	0	0	130,000	0	0
GIS Intranet Mapping Licences	0	0	0	30,000	0	0
Corporate Backups	0	0	0	20,000	0	0
VoIP Handsets	0	0	0	10,000	10,000	0
Network Monitoring Equipment	0	0	0	10,000	0	0
EPH - Folding machine	0	0	0	10,000	0	0
EPH - Breakout area TV's	0	0	0	1,000	0	0
EPH - Fire alarm & electric lighting	0	0	0	0	60,000	0
EPH - New boiler plant	0	0	0	0	50,000	0
EPH - Electricity distribution boards & cables	0	0	0	0	40,000	0
EPH - Internal floors	0	0	0	0	10,000	0
EPH - Pitched roof repairs	0	0	0	0	0	20,000
Business Improvement Totals	697,400	564,600	458,000	378,000	367,000	254,000
<u>Community</u>						
MUGA Whyke - Resurface	15,000	0	0	0	0	0
Careline UPS System - Batteries	6,000	0	0	0	0	0
Careline - Air conditioning	0	6,000	0	0	0	0
Careline - Floor finishes	0	5,000	0	0	0	0
Foreshores - Floatation suits	0	0	3,000	0	0	0
Careline - UPS System Complete replacement	0	0	0	8,000	0	0
MUGA Florence Road - Resurface	0	0	0	0	25,000	0
Play area and Leisure facilities	0	0	0	0	0	40,000
South Pond - Revetments replacement	0	0	0	0	0	20,000
Community Totals	21,000	11,000	3,000	8,000	25,000	60,000
<u>Housing & Environment</u>						
Air Quality Station, Orchard Street	20,000	0	0	0	0	0
Farmers Market Canopies	10,000	0	10,000	0	10,000	0
Sound Level Meter	9,000	0	9,000	0	9,000	0
Air Conditioning Unit Orchard Street	1,000	0	0	0	0	1,000

Project	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22
	£	£	£	£	£	£
Air Conditioning Unit A27	0	0	2,000	0	0	0
Westward House - Fire alarm & emergence lighting	0	5,000	0	0	0	0
Westward House - Laundry equipment	0	0	5,000	0	0	0
Photometer	0	0	0	1,000	0	0
PM10 TEOM Analyser	0	0	0	0	10,000	0
Ozone Analyser - Lodsworth	0	0	0	0	10,000	0
Housing & Environment Totals	40,000	5,000	26,000	1,000	39,000	1,000
<u>Contract</u>						
CCS / Non CCS Vehicle Replacement	846,700	480,000	104,000	356,000	579,000	689,000
Westhampnett Depot Refurbishment	90,000	98,000	0	0	0	0
Vehicle Workshops - Equipment Replacement	2,000	2,000	2,000	2,000	2,000	2,000
Bracklesham Bay Public Convenience	0	325,000	0	0	0	0
Tower Street Chichester Public Convenience	0	80,000	0	0	0	0
Marine Drive Selsey Public Convenience	0	12,000	0	0	0	0
Fuel Tank Replacement	0	10,000	0	0	0	15,000
Vehicle workshop - Vehicle pit covers	0	7,000	0	0	0	0
Northgate Chichester Public Convenience	0	0	120,000	0	0	0
Market Road Chichester Public Convenience	0	0	0	120,000	0	0
Depot refurbishment - Air heaters	0	0	0	22,000	0	0
Vehicle workshop - Vehicle pit jacks	0	0	0	6,000	0	0
Vehicle workshop - Smoke / Emissions tester	0	0	0	5,000	0	0
Bosham Public Convenience	0	0	0	0	120,000	0
Contract Totals	938,700	1,014,000	226,000	511,000	701,000	706,000
Total Asset Replacement Fund	2,781,000	2,112,600	778,000	961,000	1,153,000	1,155,000