

Cabinet – Supplementary agenda No. 1

A meeting of the Cabinet will be held on:

Date: 14 February 2012

Time: 3.00pm

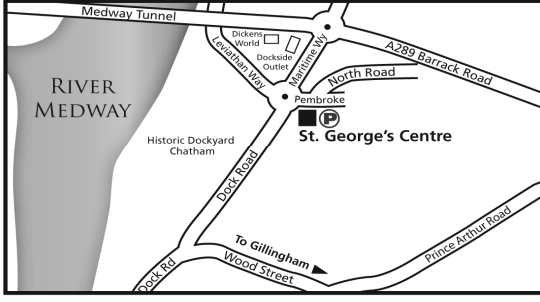
Venue: St George's Centre, Pembroke Road, Chatham Maritime, Chatham
ME4 4UH

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Date: 7 February 2012



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CABINET

14 FEBRUARY 2012

CAPITAL AND REVENUE BUDGETS 2012/2013

Portfolio Holder: Councillor Alan Jarrett, Deputy Leader and Finance

Report from: Mick Hayward, Chief Finance Officer

Summary

This report sets out Cabinet's proposals for the capital and revenue budgets for 2012/2013. In accordance with the Constitution this is to be submitted to Council on 23 February, the special meeting convened to set the council tax.

1. Budget and Policy Framework

- 1.1 According to the Council's Constitution, it is the responsibility of Cabinet, supported by the management team, to propose a capital and revenue budget having first consulted the overview and scrutiny committees. Council has the ultimate responsibility for determining the budget and setting the council tax.
- 1.2 In respect of the Housing Revenue Account budget proposals, Full Council is required to carry out an annual review of rents and notify tenants not less than 28 days prior to the proposed date of change.
- 1.3 The Council Plan is part of the Council's Policy Framework as set out in the Constitution. A completed draft of the plan will be considered as a separate item on this agenda.
- 1.4 The Cabinet is asked to consider this as an urgent item to enable its recommendations to be forwarded to the Budget Council meeting on 23 February 2012.

2. Background

- 2.1 On 29 November 2011 Cabinet considered the draft capital and revenue budget proposals, based on the principles and assumptions contained within the Medium Term Financial Plan (MTFP) 2012/2015 approved by Cabinet in September 2011. The MTFP highlighted a potential revenue shortfall of some £9.4 million, after allowing for savings from the 'Better for Less' programme of £2.4 million and a council tax increase yielding £2.5 million, based on resource assumptions arising from the Comprehensive Spending Review 2010 (SR 2010) and the Financial Settlement in January 2011 that included indicative funding for 2012/2013.

- 2.2 The Provisional Financial Settlement announced on 08 December 2011 confirmed the resource assumptions used in both the MTFP and the draft budget in November. However the forecast deficit in funding of some £9.4 million was reduced in the draft budget to £6.2 million as a consequence of budget scrutiny in the intervening period.
- 2.3 The capital funding component of the Provisional Financial Settlement similarly confirmed grant funding announced as indicative in January 2011 albeit this funding was at a much reduced level to that that in the years preceding SR 2010.
- 2.4 The Local Government Finance Settlement was finalised with the announcement on 31 January 2012 that confirmed the figures (both capital and revenue) already announced and reported to Cabinet in December 2011. The headline figures for Medway for 2012/2013 are:
- Formula Grant £80.743 million, being a decrease of 8.3% over the equivalent adjusted sum for 2011/2012 after adjusting for the inclusion of the ongoing funding of the 2011/2012 Council Tax Freeze Grant now included at £2.463 million;
 - For other grants the only significant changes were in respect of New Homes Bonus which is announced at £106,000 less than expectation and Early Intervention Grant (EIG) which is some £322,000 more than expected although the increase is specifically targeted at the additional responsibility for Early Years to fund places for disadvantaged 2 year olds. In addition a Community Safety grant of £118,000 was received against costs already provided for in the base budget. Likewise an additional £5,000 grant for Learning Disabilities and Health Reform had also been provided for in the base. The grant for Flood defence was increased by £78,000 to allow for extra responsibilities that had not been provided for in the base.
- 2.5 The Government (DfE) has also announced that the Dedicated Schools Grant (DSG) allocation for 2012/2013 will remain at its current rate of £4,953.08 per pupil.
- 2.6 Current estimates suggest that pupil numbers will increase from 39,888 in January 2011 to 40,181 in January 2012. Consequently, before any deductions relating to academies, the DSG allocation for 2012/2013 is estimated at £199 million.

Table 1. Estimated Dedicated Schools Grant

	2011/2012	2012/2013	Change
Pupil Numbers	39,888	40,181	293
Funding rate per pupil	£4,953.08	£4,953.08	Nil
Dedicated Schools Grant	£197.568m	£199.018m	£1.450m

- 2.7 Revised estimates of the DSG will be completed in March once the January census data has been collected, checked and analysed. However, the DSG allocation will not be confirmed by the DfE until they have verified each LA's data – usually in June. Initially the DSG allocation will include all Medway

pupils and further adjustments will be made by the DfE during the year to recoup the funds that will be transferred to Medway's academies. The academy recoupment process is expected to reduce the DSG by about £72 million, leaving a revised allocation of £127 million.

- 2.8 After allowing for transfers to academies, the funds available to the Schools Budget are estimated at £129.3 million, comprising an estimated DSG allocation of £127 million and YPLA (soon to be Education Funding Agency - EFA) sixth form grants of £2.3 million.
- 2.9 The delegated schools budget for 2012/2013 is £112.367 million with a further £16.918m for centrally retained budget headings. The delegated proportion is now some 87% of the total (89% 2011/2012) due to the impact of academy transfers. Centrally retained headings, such as SEN, whilst growing as percentage, have remained static in cash terms. The Schools Forum was advised of the financial position at their meeting on 20 January 2012 and agreed the delegated and central expenditure budgets at their meeting on 7 February 2012.
- 2.10 The final Formula Grant and the estimated DSG is set out in Table 2 below:

Table 2. Local Government Finance Settlement (Revenue)

	2011/2012 (adjusted)	2012/2013	2013/2014
	£ m	£ m	£ m
Grants Rolled in using Tailored Distribution		7,963	75.149
Relative Needs Amount		65,110	
Relative Resource Amount		(24,184)	
Central Allocation		31,691	
Floor Damping		(2,300)	
Council Tax Freeze Grant (2011/12)		2.463	2.463
Total Formula grant	85.402	80.743	77.612
% decrease		-5.5%	-3.9%
Dedicated Schools Grant	197.566	199.018	200.291
% increase per pupil		0%	0%

Formula Grant for 2012/2013, excluding the Council Tax Freeze Grant, reduced by 8.3% which is the true 'like for like' comparator. For 2013/2014 it is assumed that a 4% reduction will occur in line with MTFP forecasts based on the CSR2010.

3. Capital Programme 2012/2013 and beyond

- 3.1 This section of the report seeks to ensure that the capital programme process is integrated with the process for setting the revenue budget and the level of council tax and all borrowing under the Prudential Regime for capital investment is affordable, prudent and sustainable. Cabinet will be considering

the Treasury Management Strategy incorporating prudential indicators as a separate item on this agenda.

- 3.2 The financial settlement announced in January 2011 saw a significant reduction in capital funding for local authorities, however it also provided a degree of certainty, with both the Department of Transport and Department of Health announcing grant figures for 2011/2012 and 2012/2013, whilst Communities and Local Government made it clear that Disabled Facilities Grant would continue at its current level. The Department for Education also responded to the James Review by confirming that 2012/2013 grant allocations would be in line with 2011/2012 albeit there are now some adjustments for academies.
- 3.3 Whilst the financial settlement no longer includes any revenue support for capital, local authorities still have access to 'unsupported' borrowing through the prudential regime for capital, providing that these capital investment plans are affordable, prudent and sustainable. Developer contributions and capital receipts might also become available for capital investment, but at this stage of the budget setting process, it is assumed that future investment will be restricted to the current programme, supplemented by the Council's expectations in relation to Government grant, together with the additional highways programme referred to at paragraph 4.4.1. Medway's 2012/2013 grant assumptions are outlined in Table 3 below.

Table 3. 2012/2013 Government grant assumptions

	C & A	BSD	RCC	Total
Disabled Facilities Grant	0	739	0	739
Education Basic Needs Grant (est.)	3,012	0	0	3,012
Schools Capital Maintenance Grant (est.)	3,385	0	0	3,385
Schools Devolved Formula Capital (est.)	591	0	0	591
Adult Social Care Transformation Grant	504	0	0	504
Integrated Transport Grant	0	0	1,576	1,576
Highways Capital Maintenance Grant	0	0	2,350	2,350
Total Forecast	7,492	739	3,926	12,157

- 3.4 The current capital programme reflects slippage from previous years, together with the 2011/2012 grant allocations. This programme will continue to be delivered throughout 2012/2013 and beyond and Table 4 summarises planned expenditure, providing an analysis of how it is funded. For completeness, the existing schemes that will continue into 2012/2013 are detailed and summarised in Appendix 2.

Table 4. Funding the current capital programme

	C & A	BSD	RCC	HCA	Member Priorities	Total
	£000's	£000's	£000's	£000's	£000's	£000's
2011/2012 Forecast	46,282	10,685	16,109	7,134	1,381	81,591
2012/2013 Forecast	60,141	5,412	4,373	0	46	69,972
2013/2014 Forecast	0	475	2,123	0	0	2,598
2014/2015 & future year's forecast	0	0	195	0	0	195
Total Forecast	106,423	16,572	22,800	7,134	1,427	154,356
Funding Source						
Government grants	97,186	1,072	10,239	0	0	108,497
HCA Grant	0	0	568	2,196	0	2,764
Developer & other contributions	5,340	0	4,200	632	23	10,195
Capital Receipts	2,881	3,955	2,749	0	720	10,305
Reserves / PSA grant / revenue	1,016	737	1,251	19	683	3,706
HRA revenue contribution	0	2,889	0	0	0	2,889
LTP borrowing	0	0	1,182	0	0	1,182
Prudential borrowing	0	3,450	1,039	2,463	0	6,952
Major Repairs Allow. / Reserve	0	3,313	0	0	0	3,313
Right to buy receipts	0	1,156	0	0	0	1,156
Unfunded overspend	0	0	1,572	1,824	1	3,397
	106,423	16,572	22,800	7,134	1,427	154,356

4. Departmental Programmes (2012/2013)

4.1 Business Support Department

4.1.1 Disabled Facilities Grants (DFG): These grants enable elderly or disabled people to remain in their own home through the provision of adaptations to their property and the forecast carry forward allocation of £93,000 will be supplemented with the grant funding of £739,000 for 2012/2013.

4.1.2 Capital funding for the Housing Revenue Account (HRA) is discussed in more detail in the HRA report elsewhere on the agenda but funding of £5.5 million, in respect of Planned Maintenance and Disabled Adaptations, has been included in the capital programme at Appendix 2, being a combination of Major Repairs Allowance, Major Repairs Reserve and contribution from the HRA working balance. The capital works are split £5.250 million and £0.250 million for Planned Maintenance and Disabled Adaptations respectively.

4.2 Children and Adults Directorate

- 4.2.1 Government has announced provisional capital grant allocations for 2012-2013 and those grants relating to Children and Adult Services, excluding allocations for voluntary aided schools, amount to £7.5 million, as summarised in the table below:

Table 5. Provisional Capital Grant Allocations

New Schemes/Funding	£
Schools Capital Maintenance Grant	3,385,422
Schools Basic Need Grant	3,012,299
Adult Social Care Capital Grant	503,903
Sub Total	6,901,624
Schools Devolved Formula Capital	590,860
Total New Schemes/Funding	7,492,484

- 4.2.2 It has been assumed that no other capital funding will be available to the directorate and so, together with £60.2 million forecast to be carried forward from 2011-2012, this would give the directorate a total capital programme of £67.6 million for 2012-2013. Draft proposals are summarised at Appendix 2.
- 4.2.3 Whilst none of these grant allocations are ring-fenced, in constructing the draft budget it has been assumed that the Capital Maintenance Grant will be allocated wholly to delivery of a programme of school condition works. Equally, the Adult Social Care Grant has been allocated to continue to fund adaptations to people homes and to facilitate the wider transformation of adult social care services.
- 4.2.4 Of the Basic Need Grant, £1.4 million has been set aside to supplement the 2011-2012 Basic Need allocation, in order to fund expansion projects at Wainscott and Greenvale primary schools. The balance, approximately £1.6 million, will be added to the £1.5 million brought forward from 2011-2012 to deliver the first phase of the Strategic Plan for SEN, expected to include:
- Expansion of Abbey Court on the Rainham site;
 - Primary Hearing Impaired provision at Twydall Primary School;
 - Nursery age provision at the Marlborough Centre;
 - Secondary age BESD provision;
 - Primary age BESD provision.

4.3 Regeneration, Community and Culture Directorate

- 4.3.1 The anticipated funding from Government for both the Highways Maintenance and Integrated Transport were confirmed in the Financial Settlement as £2.350 million and £1.576 million respectively. These compare to allocations of £2.353 million and £1.735 million in 2011/2012. The LTP3 Transport Strategy which set out the priorities for the funding, which are in summary as follows:

- 4.3.2 Integrated transport. This will be used for funding accident reduction measures, traffic management, public transport infrastructure improvements, cycling and walking schemes, and safer routes to schools projects.
- 4.3.3 Highways capital maintenance. This is funding the maintenance of carriageways, footways, bridges, highway drainage and traffic signals.

4.4 Capital Receipts

- 4.4.1 The draft capital programme specifically includes those schemes where funding has already been committed by the Council and new external funding has been secured. The Council has, in previous years, injected considerable sums into the capital programme mainly from capital receipts and prudential borrowing. Given the constraints on revenue and the restricted availability of capital receipts as demonstrated in paragraph 4.4.4 below, the only scheme recommended for continued support is the Highways Capital Investment Programme at £1.5 million, funded from Capital Receipts.
- 4.4.2 Members are reminded that, as part of the Government's public spending reductions in the summer of 2010, £449,000 was removed from the capital programme which was to be match funding for a Heritage Lottery Fund (HLF) bid for essential repairs to Eastgate House. However, it was acknowledged that this sum would be reinstated should the lottery bid be successful. The bid has now secured a Round 1 pass and an £80,000 development grant is available for the delivery of the Round 2 bid which will be submitted in September 2012. In the event that the £1 million bid is successful it would require the reinstatement of the withdrawn funding.
- 4.4.3 In recognition of the slow down in the realisation of capital receipts additional borrowing of up to £10 million through the prudential regime was approved in 2008/2009 to fund the capital programme in advance of anticipated receipts. Debt repayments on this borrowing are only in respect of interest. By March 2012 almost £7.3 million will have been used from this source (including £5.4 in 2008/2009) and this will need to be repaid in 2012/2013 and beyond.
- 4.4.4 Table 6 shows the movement in capital receipt balances, after funding the existing approved capital programme, together with the £1.5 million commitment in paragraph 4.4.1. The use of the prudential borrowing allocation in 2011/2012 and 2012/2013 will have increased the total sum drawn upon to £10.25 million – slightly in excess of that borrowed. It is therefore clear that outside of existing approved funding there is little scope for adding to the programme at this time and future receipts will need to repay the borrowing.

Table 6. Movement in Capital Receipts

Description	General Fund Receipts £000's	Housing Receipts £000's
Balance @ 1 April 2011	(1,001)	1,076
Anticipated Receipts 2011/2012	3,213	1,029
Borrowing 2011/2012	1,895	0
Less funding for balance of 2011/2012 approved Capital Programme:	(4,787)	(1,425)
Estimated Balance at 1 April 2012	(680)	680
Anticipated Receipts 2012/2013	3,001	710
Borrowing 2012/2013	2,990	0
Less funding for balance of 2012/2013 approved Capital Programme:	(6,328)	(373)
Estimated Balance at 31 March 2013	(1,017)	1,017

5. Revenue Budget 2012/2013

- 5.1 The draft budget approved by Cabinet on 29 November 2011 reinforced the principles set out in the MTFP. The strategic priorities for Medway as set out in the Council Plan are considered elsewhere in this agenda. The Council Plan maintains the existing two core values although the key priorities are reduced to five. It sets out what the council seeks to achieve over the period April 2012 to March 2015. A summary of these priorities and outcomes is provided below:

The five priorities are:

- Safe, clean and green Medway
- Children and young people have the best start in life in Medway
- Adults maintain their independence and live healthy lives
- Everybody travelling easily around Medway
- Everyone benefiting from the area's regeneration

Our two core values set out the principles of the how we work to deliver these priorities, they are:

- Putting our customers at the centre of everything we do; and
- Giving value for money

- 5.2 In addition, the underlying financial aims of the MTFP and budget remain so as:

- To ensure there is a sustainable budget, without recourse to the use of reserves;
- Generating efficiencies, in partnership with others where appropriate, for reinvestment in priority spending;

- Assessing the revenue impact of funding streams supporting capital investment decisions, whether that be from supported borrowing, use of reserves, capital receipts or prudential borrowing; and
 - Avoiding the sanction of central government controls, for example capping.
- 5.3 The budget proposals in this report have been prepared with these principles in mind.
- 5.4 In accordance with the constitutional requirements, the draft budget, proposed by Cabinet, was forwarded to overview and scrutiny committees inviting comments. At that stage the draft budget was some £6.2 million in excess of the anticipated resources available, largely driven by an anticipation of grant reductions, pressures already experienced and the continued growth in those pressures.
- 5.5 Both the Provisional and subsequent Final Local Government Financial Settlement which was announced on 31 January 2012 were as anticipated in the MTFP.
- 5.6 Both during and after the overview and scrutiny process, officers have continued to examine the budget proposals and work closely with portfolio holders to find measures to close the gap and achieve a balanced budget. Whilst attempting to keep a minimal impact on service delivery. These measures are discussed in more detail in Section 8 of this report.
- 5.7 Medway currently has the seventh lowest council tax of all mainland unitary authorities and is, currently, on average, almost £130 below the combined council tax for Kent County Council (KCC) and Kent districts. The additional Council Tax Freeze grant for 2012/2013 is likely to mean that as with Medway; KCC, Fire and Police, together with most Kent Districts will all declare nil council tax increases. Against this backdrop capping will not be a risk for 2012/2013.
- 5.8 In accordance with Council delegation, the Chief Finance Officer and Finance Portfolio holder, on 12 January, agreed the council taxbase for 2012/2013 at 88,531.34. The additional yield from the revised council taxbase and the anticipated income from the 2012/2013, 2.5% Council Tax Freeze grant will produce an extra resource of £66,000 in comparison to the resource assumptions upon which the 29 November report was based.
- 5.9 The revenue budget that Medway must set is determined by the total of Government Grant and the amount raised from council tax. To that end it can be summarised as follows:

Table 7. Funding Medway's Revenue Budget 2012/2013

	£ m
Formula Grant (inc, 2011/12 Council Tax freeze Grant @ £2.463m)	80.743
Dedicated Schools Grant	199.018
Academy recoupment of DSG	(72.070)
Council Tax (Taxbase 88,531 @ £1,119.15)	99.080
Council Tax Freeze Grant 2012/13 (Taxbase 88,531 @ £27.98)	2.477
TOTAL	309.248

6. Council Plan 2012/2015

- 6.1 As the council's overarching business plan, the Council Plan identifies objectives the council wishes to achieve, and as such it is important that it is considered alongside the budget setting process. The Council Plan will form an essential part of the council's performance management framework, setting out the commitments and outcomes against which progress will be measured.
- 6.2 The last plan agreed in February 2011 was substantially reworked following the formation of the coalition government nationally and the subsequent changes to local government funding and services. These changes required a comprehensive rethink of the outcomes the council was trying to achieve. As a relatively new document, the Council Plan must be updated to take account of recent developments (these will also be reflected in the budget). These include, for example, continuing financial pressures, the Government response to the Munro Review of child protection, changes in the education, health and adult social care systems. It continues to be a time of significant uncertainty and change, and remains a challenging context in which to produce a strategic plan.
- 6.3 As options for meeting the 2012/2013 budget gap are debated, some of the commitments included in the draft plan may need to be revisited. Changes made to the budget up to and including Full Council may also have impact which will need to be reflected in the final version which Members agree. The draft Council Plan is considered as a separate item on this agenda.

7. Overview and Scrutiny Responses

- 7.1 Business Support Overview and Scrutiny Committee considered the views of individual scrutiny committees, together with its own, on 2 February and the recommendation together with individual responses of Overview and Scrutiny Committees is shown in full at Appendix 1 and summarised below.

7.2 Business Support 1 December 2011

The Committee commented on the review of fees and charges across a whole range of service areas (paragraph 8.1 of the report) in that Members did not have the opportunity to see these proposals and make comments or recommendations about these before the Full Council budget meeting in February 2012.

7.3 Regeneration, Community and Culture 13 December 2011

Members commented that the budget figures were not linked to service plans for each department or the over-arching Council Plan, so there was no indication as to whether the proposals meant a change to service commitments. Officers responded that the services remained the same unless otherwise specified. Any changes would be reported at the appropriate stage of the process.

Members questioned the anticipated increase in income and charges shown in Appendix 1b, as the services this applied to had historically overspent their budgets. Therefore, how reasonable and robust were these predictions and

were they deliverable? Officers were also asked about the increased National Non-Domestic Rates (NNDR) liability at Medway Park showing as a pressure of £169,000 and why no previous provision had been made for this? The Director of Regeneration, Community and Culture responded that there had been an anticipated uplift in the business rates at Medway Park but it was not until the rate demand was received in March 2011 that the new rating was known. The Council was appealing against the rise in rateable value. He also advised that the predicted income increase was robust.

The Committee discussed the freezing of council tax over the next four years and the options available to the council over that time. This included legislation under the Localism Act 2011 to limit councils to an annual increase of 3.5%. If an authority proposed to raise taxes above this limit they would have to hold a referendum to get approval for this from local voters who would be asked to approve or veto the rise.

7.4 *Children and Young People 6 December 2011*

Members commented and asked a number of questions, chiefly concerning the impact of current service pressures in respect of special educational needs (SEN) transport, specialist children's services and school reorganisation costs, on next year's revenue budget.

Officers offered the following explanations:

- The forecast overspend on SEN transport arises principally because the 2010/2011 monitoring forecasts and consequently the 2011/2012 budget did not reflect the increasing numbers of children requiring transport and that in fact the overspend projected in the current year reflects the cumulative impact of increasing demand over several years
- The forecast overspend against the specialist children's services budget reflects an acceleration in the projected increase in the number of looked after children in Medway. The medium term financial plan and 2012-2013 budget proposals also reflect estimated demographic growth in future years
- The forecast overspend against the school organisation and student services budget reflects the costs of maintaining decommissioned school buildings pending decisions about future use or disposal.

Officers also undertook to provide, when appropriate, a briefing note on the educational funding changes proposed by the Department for Education.

7.5 *Health and Adult Social Care 15 December 2011*

Responding to a Member question, the Chief Finance Officer explained that the anticipated savings from the vision for adult social care had already been factored into the proposed revenue budget.

7.6 *Business Support 2 February 2012 (minutes yet to be agreed by Committee)*

Members commented on the current budget process, where Councillors only had seven days in which to analyse and understand up-to-date complex financial information, as the budget reports at overview and scrutiny committees were out of date. The council's model for building the budget was

flawed, not least in its engagement with the public, when other council's were holding public consultations about their budgets for the forthcoming year. Officers responded that some council's did carry out consultation exercises at the end of the budget process when a choice had to be made between different services being reduced. However, Medway Council used consultation to influence services overall and to develop policies, so that the public's priorities and concerns were taken into account as part of the overall process.

The committee also asked about the predicted budget gap in the current year of £5.1 million and whether this would have to be funded from reserves? The Chief Finance Officer responded that the gap in funding was based on the forecast at quarter 2 (July – September 2011). Since then, work had been carried out, including a moratorium on spending, and this should be reflected in the figures for quarter 3 (October – December 2011) when they were reported to Cabinet on 14 February 2012. He assured Members that the funding gap would no longer be at £5.1 million.

Members questioned the contractual inflation assumptions included in the budget, as set out in paragraph 4.5 of the report. Officers advised that these had been reported to the relevant overview and scrutiny committee, for example the inflationary rise in the waste contract was discussed at the Regeneration, Community and Culture Overview and Scrutiny Committee. Officers advised that they would investigate every possibility to contain rises including variations to the terms of contract if appropriate.

8. Revenue Budget 2012/2013 – Proposals to Bridge the Budget Gap

- 8.1 The funding shortfall of £6.2 million in the draft budget report on 29 November, has been subject to continuing work both through the overview and scrutiny process and by officers in consultation with portfolio holders. Table 8 below summarises the changes from that position to the proposal presented in this report. Paragraphs 8.3 onwards outline the changes made since 29 November 2011 with an overall summary of budget build at Appendices 3.

Table 8. Budget Changes

Budget Preparation Summary 2012/2013			
		£000s	£000s
General Fund			
Budget Gap 29 November 2011			6.210
add:	Reduction in savings from ASC	800	
	Reduction in level of New Homes Bonus	106	
	Additional Early Years new burden	322	
	Additional Flood Defence work	78	
	Sub Total		7,516
Less:	Additional EIG	322	
	DSG transfers	796	
	Base budget reserve funding	550	
	Taxbase changes	66	
	Additional LD & HR grant	5	
	Additional CSF grant	118	
	Additional Flood Defence grant	78	
	Sub Total		5,581
Less:	Savings from Directorates		
	Children & Adults	4,221	
	Regeneration, Community & Culture	1,032	
	Business Support	345	
	Revised Gap (surplus)		(17)

- 8.2 The draft budget report as set out on 29 November identified a number of workstreams to identify savings proposals and reduce pressures on the budget. Whilst the final settlement has not materially changed the formula grant position reported in December or the DSG, there is an assumption that expenditure falling within the definition of the latter can be contained to that sum.
- 8.3 In respect to the DSG the Schools Forum has the responsibility for determining the allocation of DSG between the centrally retained functions of the Local Authority (the Central Expenditure Limit or CEL) and the delegated schools budget. Overall the projection for the DSG funded services is that expenditure can be contained to the level of grant received, including meeting minimum funding guarantees for schools, but the CEL requires the consent of the Schools Forum to exceed the specified total. This is due to the combined effect of the funding transfers associated with the movement of Standards Fund grant into the DSG and the impact of the transfer of funds for the Academy programme. Before taking into account the deductions relating to academy conversions, the centrally retained headings in 2012/2013 represent 10.5% of the Schools Budget compared to 10.6% in 2011/2012. However, after the Academy transfer the CEL increases to 13.1% – an excess of £3.2 million. The Schools Forum will meet on the 7 February 2012 and the outcome

will be reported verbally to Cabinet, The DSG funding incorporates a number of accounting changes that have the effect of reducing general fund requirements by £796,000.

- 8.4 The budget build assumed the agreed pay rise for teaching staff but assumed a nil increase for all other staff. Additionally Cabinet instigated a consultation on a proposal to freeze increments and the results of that consultation were reported to Employment Matters Committee on 18 January 2012. Their recommendation to Cabinet and Council was that the proposed 2-year freeze on increments be implemented save for some staff on career grades and lower paid staff (under £21,500) who would receive a once of payment of £250 each year. The proposal would save an estimated £1.6 million against the cost of increments. The cost of the compensatory payment for lower paid staff is estimated at £300,000. The Assistant director, Organisational Services was given delegated authority to negotiate a collective agreement to the proposal with the Trades Unions. Failure to achieve such an agreement would delay implementation as individual employees would then need to be approached for agreement on an individual basis and any refusal would require a dismissal and re-engagement on the new contract terms. Progress will be reported verbally to Cabinet.
- 8.5 At the Council meeting on 13 January 2011, the Council agreed to delegate the calculation of the taxbase to the Chief Finance Officer and Finance Portfolio holder. That calculation was agreed on 12 January 2012 and the consequent taxbase of 88,531.34 for 2012/2013 provides for additional revenue of £66,000.
- 8.6 The MTFP and the draft budget on 29 November 2011 were predicated on an assumed increase in council tax of 2.5% in addition to the continued receipt of the 2011.2012 freeze grant. The Government have now confirmed their intention to fund a further freeze in council tax for 2012/2013. The grant awarded will only be for 2012/2013 and will be at 2.5% of the band D rate applied to the taxbase. This effectively confirmed the resource assumption in the draft budget but funding will be on a non-recurring basis and the income (£2.477 million) will be lost in 2013/2014 – effectively requiring a further additional increase in council tax or efficiencies sought to bridge the gap created. A failure to accept the grant (as a number of councils have indicated) would require an increase in council tax of at least 2.5% but would negate the difficulties for 2013/2014 and beyond. Each 1% rise in council tax is equivalent to about a £1 million increase in revenue.
- 8.7 In the 2011/2012 Finance Settlement the Minister confirmed the proposals to introduce a 'New Homes Bonus'. This is to recognise the additional burden that new development in an area places upon the Local Authorities. The 'bonus' payment is calculated based upon the increase in taxbase between October in each year together with additional payments for the numbers of affordable homes and empty properties bought back into use in the year to 31 March. The payment is to be made as a grant over a seven year period. For Medway Council we have calculated that the grant payable in 2012/2013 will be £2.389 million although this is some £106,000 less than previously estimated because of movement in the number of homes.

- 8.8 The grant changes referred to at paragraph 2.4 add resources of £523,000 but also increase commitments by £400,000 – a net gain of £123,000 to offset the £106,000 loss of New Homes Bonus.
- 8.9 The draft budget also assumed that there would be a full year saving of some £1.6 million against the Adult Social Care budget for the changes that are now out to consultation. Clearly that delay to the anticipated programme will have an effect and the financial assumption is that there will now only be an £800,000 saving in 2012/2013. This assumption and the consequent pressure will clearly be subject to the outcome of current consultation and therefore feature as a significant risk in the budget proposal.
- 8.10 In the draft budget provision was made for the replacement of the reserve contribution buffering the 2011/2012 budget. It is now assumed that this will need to continue, reducing the budget requirement by £550,000.
- 8.11 Paragraphs 8.3 to 8.10 yielded a welcome £0.629 million reduction to the deficit, reducing the task to finding savings of some £5.6 million.
- 8.12 Specific proposals from directorates total £5.598 million and comprise:
- Children and Adults Services - £4.2 million against a general Fund budget requirement of £123.9 million in the draft budget;
 - Regeneration, Community and Culture - £1.0 million against a requirement of £46.5 million in the draft budget; and
 - Business Support - £0.3 million against a requirement of £28.1 million in the draft budget
- 8.13 The directorate proposals are outlined more detail in the following paragraphs.

8.14 Children and Adults

- 8.14.1 Total savings for the directorate are some £4.2 million although this is set against the largest budget requirement for directorates.

8.14.2 Supporting People

The 2012/2013 draft budget requirement for these payments was some £4.6 million. The history of supporting people contracts goes back to 2002/2003 when accommodation based support payments were identified and allocated against a ring-fenced funding stream of supporting people grant. Over the years since that sum of funding has diminished and moved from a ring-fenced grant to non-specific and now, since 2011/2012, is incorporated within the overall formula grant allocation which has been cut by 11.9% and 8.3% respectively in 2011/2012 and 2012/2013. It is also a feature of the payments that many are made in respect of support delivered to clients who would not meet the Council's eligibility criteria for social care. Given the fact that there is no longer a dedicated funding stream for these payments and that overall the Council's resources have been significantly reduced, it is appropriate that the range and nature of the payments are now reviewed. That review commenced in 2011/2012 but was more of a slice rather than a radical re-examination. It is now proposed to abandon the 'supporting people' heading for these payments and incorporate them into the broader social care

framework. In doing so, and reflecting both the historic nature of existing payments and the funding situation now faced, it is proposed to reduce the overall level by £2 million per annum. The timetable for consultation with service users and providers, together with the consequent decision-making will mean that only £1.5 million could be delivered in 2012/2013 and the budget is predicated on that basis. However it is felt that a better focus on need and vulnerability will achieve the necessary savings.

8.14.3 *Mental Health Services*

The return to an in-house provision for mental health social care has permitted the achievement of efficiency savings whilst ensuring that a better service for Medway clients is available from the return to a local, rather than Kent-wide, provision.

8.14.4 *Early Intervention and Surestart*

The Council funds 19 Sure Start centres across the borough and there is no proposal to reduce this commitment. However these are significant centres for the delivery of a broad range of services funded from the £11.191 million Early Intervention Grant and core Council funding for early Years. The centres have been set up in a succession of waves and it is appropriate that budgets that included initial set up costs and now cover a range of functions are reviewed. The sure start centres deliver a wide range of programmes and are a key part of the agenda for developing the early years agenda. To this end the additional grant funding referred to at paragraph 2.4 (£0.322 million) has been passported through to the service. The service has been set a target to achieve efficiencies of £0.5 million against the draft budget requirement and additional funding of £14.1 million (3.5%).

8.14.5 *Commissioning and Traded Services*

There are 2 savings proposals in this area. The first is to achieve a £70,000 reduction in costs of external looked after children placements (IFAs and residential) by providing a resource to support the strategic commissioning of placements through effective use of a framework agreement and to develop the fostering/residential market as appropriate. It is anticipated that over the course of the next 2 years this could realise a savings from the current £3.8m expenditure of an estimated £140,000 a year (Year 1 savings estimated at £100,000) minus the cost of the placements officer at £30,000.

The second saving opportunity arises from the traded services business unit and reflects the proposal to review the roles and responsibilities of the 14-19 team and, in doing so, harmonise grades and to create a new post of Traded Services Business Development Manager, the net effect of which will be to save £61,000.

8.14.6 *SEN Transport*

This area of the directorate budget has presented some difficulty in terms of accurate forecasting of need and cost. The MTFP forecast a requirement for an additional £1.4 million to adjust budgets to reflect the 2010/2011 outturn and further projected growth. The quarter 3 monitoring figures now reflect a £0.5 million reduction against the quarter 2 position as a consequence of the work undertaken between the client function and the transport procurement unit. This coupled with proposals to streamline the procurement process to enable greater accuracy in service demand forecast and thereby lessen the 'spot purchasing' requirement, and a client review of all individual journey costs in excess of £40 enables a £0.9 million reduction against the draft budget requirement.

8.14.7 *Private and Voluntary sector inflationary uplift*

The draft budget reflected the MTFP assumption of a 2% general uplift in the cost of contract arrangements for external care providers. This was not an unreasonable assumption but given the constraints on resources the directorate has agreed that a 1% uplift should be sufficient given flexibility in the negotiation of individual increases. The saving is £0.85m but of course there remains an additional cost of a like amount set against the background of an overall decrease in Council resources.

8.14.8 *Looked After Children demographics*

The draft budget reflected the MTFP assumption for a £2.220 million increase in the budget provision to reflect additional looked after children numbers. The review of budget pressures has identified that this provision can be reduced by £0.2 million.

8.15 Regeneration, Community and Culture

8.15.1 Total savings for the directorate are some £1.0 million although individually there are only two that are £0.1 million or more.

8.15.2 *Waste Services (£0.2 million)*

For a number of years there has been a discussion on charging for bulky waste against a background of one of the most generous arrangements in the county. In recognition of the difficult financial situation and a continued desire to provide an excellent service to residents, it is reluctantly proposed to instigate charges for the 2nd and subsequent collections in any year at £17.50 per collection. This is expected to produce additional income of £0.1 million.

Additionally the additional income received from the Civic Amenity sites is some £100,000 greater than expected allowing the income budget to be raised against the draft budget position.

8.15.3 *Parking Services (£0.243 million total)*

The MTFP identified a cost pressure of £0.206 million for parking services. This was based on the quarter 2 monitoring position and latest information has shown a £118,000 decrease in these pressures with £26,000 also being of a non-recurrent nature. In addition the underspend against the Sir John Hawkins Way car park scheme and the delayed start of the Civic Centre extension as a consequence of the Tesco development enable additional savings of £44,000 against borrowing costs for the prudential scheme.

8.15.4 *Park and Ride*

The disposal of the park and ride site at Horsted will save current operating costs of £72,000.

8.15.5 *Capital Projects*

Income generation measures will yield a further £50,000 benefit.

8.15.6 *Highways Works*

This is one of the largest discretionary budgets within the Council and, including capital maintenance provision, is in excess of £5 million. Against the background of a difficult financial position the maintenance budget will be reduced by £200,000 (less than a 4% reduction).

8.15.7 *Concessionary Fares*

Changes in the cost projections for the scheme made by the consultants managing the Kent and Medway county-wide scheme have reduced the budget requirement for next year by £250,000 against the draft budget.

8.15.8 *Sports Memberships and Sponsorship*

The review of draft budgets has increased revenue by £27,000 on these heads.

8.15.9 *Guildhall Museum*

The anticipated saving of £10,000 identified last year and carried forward in the MTFP and draft budget will not be made.

8.16 Business Support

8.16.1 Total savings for Business Support are some £0.345 million.

8.16.2 *Children's Review Services*

The MTFP and draft budget made provision for 2 additional review officers. The financial position makes this provision difficult to sustain and accordingly the extra provision has been halved saving £78,000.

8.16.3 *Debt Costs*

The additional debt taken on from the Public Works Loans Board (PWLB) of £19.1 million to facilitate the removal of the Housing Subsidy regime has the effect of an overall reduction in the pooled interest charge. This will benefit both the HRA and the General Fund. The saving to the General Fund is estimated at £130,000.

8.16.4 *Crematorium Income*

The MTFP and Draft budget introduced a pressure of £140,000 for the loss of income during the conversion works to upgrade the cremators. This was a worst case scenario and it is believed that this can be significantly mitigated by the planning of works. The facility is also very successful in a competitive market and income budgets are currently showing a £46,000 surplus to budget. On this basis it is now believed that the pressure can be removed and managed within the budget available.

- 8.17 The Council has embarked on a major transformation project – ‘Better for Less’. This has now seen Phase 1 implemented and Phase 2 is under way. The draft budget and MTFP identified significant savings arising from this project - £2.410 million in 2012/2013 – and these continue to be realised. In a report to Council on 20 October 2011 it was agreed that the Chief Finance Officer, in consultation with the Deputy Leader, be given delegated authority to make such budget transfers across directorate headings as required to implement the new models of customer contact and administration, for this and subsequent phases of implementation. For the purposes of this report and to avoid confusion in the constructions of the budget that may arise from the number of transfers that are necessary, the schedules and appendices have been produced as if ‘better for less’ changes did not occur. The savings required are held corporately within Business Support and the necessary transfers will be made so as to enable budget holders to have clarity about their responsibilities as at 1 April 2012.
- 8.18 In addition to the responsibility transfers under the ‘better for less’ project it has also been proposed that Housing Services transfer from Business Support to Regeneration, Community and Culture within the Development, Economy and Transport division. This is a response to the difficulty in recruiting to the post of Assistant Director, Housing and Corporate Services. In a similar vein it is proposed to make this transfer of budget as at 1 April 2012 and a similar delegation is sought to effect this adjustment too.
- 8.19 Prior to the making of these adjustments the summary budget requirement for directorates is set out in Gross to Net terms in Table 9 below. The budget transfers in paragraphs 8.17 and 8.18 will have no effect on the total position shown but are likely to impact on all the three core directorates.

Table 9. Summary Budget Requirement 2012/2013

Directorate/Service	Proposed Budget		
	Expenditure	Income	Net
	£000s	£000s	£000s
Children and Adults			
- DSG	139,085	(13,634)	125,451
- Other	145,299	(25,340)	119,959
Business Support	158,503	(130,577)	27,926
Regeneration Community & Culture	68,535	(23,576)	44,959
Public Health	1,008	(782)	227
Interest & Financing	20,209	(5,047)	15,162
Levies	974	0	974
BfL	(2,410)	0	(2,410)
Total Net Budget			332,248
Estimated Funding			
Dedicated Schools Grant			126,948
Council Tax (incl. freeze grant)			101,557
Formula Grant			80,743
Specific Grants			23,017
			332,265

9. Capping Regime

- 9.1 Given that the proposal now presented is for a nil increase in council tax the capping criteria will not apply.

10. Fees and charges

- 10.1 The draft budget proposals have been formulated on an assumption that fees and charges would increase by an overall average of 2.5%. Where market conditions allow or where the Council has a statutory obligation to recover costs, greater increases have been applied. The schedule of proposed fees and charges is set out at Appendix 5.

11. General Reserves

- 11.1 One of the key aims of the MTFP is to produce a sustainable budget without recourse to the use of reserves. It remains key to the strategy that the overall level of non-earmarked reserves is maintained at circa 5% and this will be difficult in the future if reserves are required to support the revenue budget. The balance of the general reserve at 31 March 2011 was some £16 million, including £10 million held as a contingency balance.
- 11.2 The adequacy of the level of the contingency balance is a matter of judgement based upon risk. The Council has previously based the required level on a broad requirement of 5% of the net, non-schools budget (schools

maintain their own reserves). At £10 million the balance represents 5.5%, which is in accord with this strategy.

- 11.3 The latest revenue monitoring for 2011/2012 indicates a break-even position for General Fund services and, based on past experience, it is reasonable to assume that this position will improve. There will be a need to provide for any costs as a consequence of decisions made in 2011/2012 and this will catch any redundancy notices that are issued before the 31 March 2012. These should be more than adequately covered by the severance contingency of £3 million agreed in last year's budget.
- 11.4 The principal risk to be covered by the contingency balance relates to that of an overspending and this is a reflection of both control and the robustness of the budget set. In that respect it is not conceivable that management controls would not trip in, as they have been successfully deployed in previous years, to contain the potential overspending within the year and deal with the causes in the next budget setting round.
- 11.5 The second significant risk to be covered by the contingency reserve is that of a catastrophe led spend. Events in recent years such as the floods in Gloucester in 2007 and 2008 and Cockermonth in 2009 serve as a prudent reminder of such occurrences. None the less there are compensatory schemes to mitigate such events and these include the Government 'Bellwin' scheme and our own insurance cover which, whilst largely of a self-insured nature, does provide for extreme claims with property excess capped at £1.25 million and claims above this met by the insurers and the aggregate of liability claims in a similar vein at £2.9 million. The balance on the Insurance Fund at 31/03/2011 was £4.8 million including a provision for identified liabilities of £2.8 million and, whilst reserve cover of a greater amount would be a comfort, it is not warranted on a risk-assessed basis.

12. Precepting obligations and Council Tax Leaflet

- 12.1 This report considers the budget requirement for Medway Council only. There are a number of other factors that will influence the final council tax requirement to be approved by Special Council on 23 February 2012. Whilst the final rate will be dependent on the level of spending, it will also be affected by:
- The council tax base of 88,531.34 agreed on 12 January and incorporated in the funding proposals in Table 7;
 - The parish precepts;
 - The Kent Police Authority (KPA) precept. A budget meeting will be held on 8 February where it is understood a proposal will be made for a nil increase in their council tax requirement. The outcome of this will be included in the report to Council.
 - The Kent Fire and Rescue Service (KFRS) precept. A budget meeting will be held on 15 February where it is understood a similar proposal will be made for a nil increase in their council tax requirement. The outcome of this will be included in the report to Council.

13. Housing Revenue Account

- 13.1 The Council is required under the Local Government and Housing Act 1989 to ensure that the Housing revenue Account (HRA) does not fall into a deficit position.
- 13.2 Business Support Services Overview and Scrutiny Committee on 2 February 2012 received a report that detailed the HRA revenue and capital budget proposals and a follow-on to that report features elsewhere on this agenda.
- 13.3 The summarised housing revenue account is attached at Appendix 4 and the capital component is included in Appendix 2

14. Legal Considerations

- 14.1 Sections 30 to 36 of the Local Government Finance Act 1992 require that the Council sets a budget and council tax by 11 March each year and in doing so make a number of statutory calculations incorporated by resolution. The Localism Act 2011 has amended some of the terms and definitions to accommodate the introduction of powers to call local referendums for excessive council tax increase. The Council is now required to make a calculation of the Council Tax Requirement (Section 31A), excluding Parish precepts. The Act (Section 36) further prescribes that a calculation of the basic amount of Council Tax be presented together with an analysis of the Council Tax across the area and by valuation band. These calculations are required to be presented in a prescribed format and be subject to formal resolution by the Council.
- 14.2 The Local Authorities (Standing Orders)(England) Regulations 2001 deal, amongst other things, with the process of approving the budget. Under the constitution the adoption of the budget and the setting of the council tax are matters reserved for the Council upon recommendation from Cabinet.
- 14.3 In seeking to finalise the overall shape and detail of the budget for 2012/2013, Cabinet needs to be cognisant of the following legal considerations.
- 14.4 *Council budget:* In reaching their decisions, Members and officers must act reasonably taking into account all relevant considerations and ignoring irrelevant ones. There is a need to ensure that when making budget decisions the result is not one which is irrational in the Wednesbury sense (i.e. one which no reasonable local authority could have made). The Council's overriding duty is to make a lawful budget and this is the touchstone against which other considerations must be tested.
- 14.5 *Legal Obligations:* Local authorities provide services pursuant to statutory duties (a mandatory requirement to provide services), and statutory powers, (where the Council has a discretion whether or not to provide services). Where the Council has a legal duty then it still has a discretion in determining the manner in which those services are provided, so long as the level of quality of service provision is sufficient to fulfil the statutory duty.
- 14.6 Where the Council has a statutory discretion, rather than a duty, budget proposals should not put the Council in a position so that the discretion may

not be exercised at all, even where there may be compelling reasons for exercising the discretion in a particular case.

- 14.7 Even where Members and officers are under pressure to make a budget reduction, they must not pre-empt proper decision-making processes by focusing solely on financial considerations. Members and officers must address the core question of individual service users' needs, rather than a lack of resources. Recent case law has held that resources may be a relevant consideration in making a decision relating to the manner of service provision, so long as the individual's assessed needs are met.
- 14.8 *Charges for services:* In considering charges for services, Members and officers should also try to achieve a fair balance between the interests of the users of council services and council tax payers. Where charges are being increased, Members need to bear in mind the scale and extent of the charges, and may need in some cases to have regard to the costs of service provision, associated with the power to charge.
- 14.9 *Members' responsibility to make a personal decision:* In Council, Members must make a personal decision on how to vote on the budget proposals. Members' overriding duty is to the whole community. Members have a special duty to their constituents, including those who did not vote for them. Whilst Members may be strongly influenced by the views of others, and of their party in particular, it is their responsibility alone to determine what view to take when deciding upon budget questions. He/she should not follow party loyalty and party policy to the exclusion of other considerations.
- 14.10 Members need to balance the cost to council tax payers of any budget reductions, against the need for the benefits of services of the particular nature, range and quality, under consideration. If having taken into account all relevant (and disregard all irrelevant) considerations, Members are satisfied that it is financially prudent and reasonable to make any budget cuts proposed and adopt the recommendations as proposed then they may properly and reasonably decide to do so.
- 14.11 *Capping:* The Localism Act 2011 has superseded the previous capping legislation and dictates that should a council propose an increase in council tax which would be deemed to be excessive in accordance with principles and levels designated by the minister, then a local referendum on the proposal will be required. This will necessitate the drafting of an alternative proposal that will meet ministerial requirements that is put to the electorate alongside the 'excessive' proposition. Since the proposal is to freeze council tax at 2011/2012 levels this will not apply.
- 14.12 *Housing Revenue Account:* Under Section 76 of the Local Government & Housing Act 1989, the council is required, in advance of the financial year, to formulate proposals which satisfy the requirement that, on certain stated assumptions, the Housing Revenue Account for that year does not show a debit balance. The council is obliged to implement those proposals and from time to time to determine whether the proposals satisfy the 'break even' requirement. If not, then the council shall make such provisions as are reasonable practicable towards securing that the proposals as revised, shall satisfy the requirement.

- 14.13 Under Section 24 of the Housing Act 1985, the council can make such reasonable charges as it determines for the tenancy or occupation of its houses. The council is obliged, from time to time, to review rents charged and make such changes, as circumstances may require. In exercising this function (determining and fixing rent), the council should have regard to the rents charged in the private sector.
- 14.14 A decision to increase rent constitutes a variation of the terms of a tenancy. Under Section 103 of the Housing Act 1985, in respect of secure tenancies, a notice of variation (specifying the variation and date on which it takes effect) must be served on each tenant. For non-secure tenancies (excluding introductory tenancies), a notice must be served that complies with Section 25 of the Housing Act 1985.
- 14.15 The Housing Act 1985 defines the legal requirements for informing tenants of rent increases. In practice this requires the issue of written notification to each tenant a minimum of four weeks in advance of the date that the increase becomes operative. For 2012/2013 the latest date for posting the notices is 2 March 2011.

15. Risk Management

- 15.1 As in previous years there remain risks inherent in the assumptions that underlie the budget build and these are described below.
- 15.2 Other risks in the budget construction and general finances for 2012/2013 include:
- 2011/2012 has shown that savings assumptions can be significantly impacted upon by events. Both for the changes in adult Social Care currently being consulted upon and also for the proposed change in funding for current Supporting People payments there is a risk associated with the savings assumptions made that total £2.3 million.
 - Further demographic pressures within Children and Adult Services in adult social care and children's services may surface in 2012/2013 above those assumed in building the budget. The current revenue monitoring position would suggest that these issues are now well managed compared to the past. However, specialist children's services are particularly volatile given the additional pressures both from referral and the regulatory regime brought about by the high profile problems of Haringey and more recently Doncaster.
 - There is continued debate about a 'double-dip' recession and the impacts of such. If there is such a downturn in the local economy then income targets such as car parking and leisure facilities may not be achieved, and there will be additional demand for services e.g. homelessness, care, benefit payments etc;
 - As is particularly current, extreme weather may increase the demand for highway maintenance and put pressure on other front line services;
 - Inflationary increases and pay award predictions have been set at nil other than for particular contractual commitments. Clearly current RPI indications will put strain on these assumptions;

- There is no allowance at this stage for discretionary service improvement priorities and any such proposals will require the identification of additional resource.

16. Diversity Impact Assessment

- 16.1 The equality legislation imposes legal duties on the council to pay 'due regard' to the need to eliminate discrimination, promote equality and foster good relation. The law requires that 'due regard' is demonstrated in the decision making process. In practice the authority must show it has thoroughly considered any impact it's decisions could have on groups with 'protected characteristics' before any decision is arrived at. Failure to properly assess the impact of decisions risks leaving the authority open to legal challenge and the residents and services users could feel their concerns have not been listened to. Meeting the equalities duty does not prevent the council from making difficult decisions about reorganisations, redundancies and service reductions nor does it stop decisions being made which may affect one group more than another. What must be demonstrated is that where there is potential for disproportionate impact this is transparent and any appropriate mitigating actions have been considered before final decisions are made.
- 16.2 Attached at Appendix 6 is an assessment that aggregates the impact of reductions in funding to services, in recognition that some individual proposals on their own may not be significant but the cumulative effect of a number of proposals could have impact on particular groups. It should be noted however that although equality impact assessments help to anticipate the likely effects of proposals on different communities and groups, in reality the full impact will only be known once the proposal is introduced. To mitigate against any unintentional and unidentified impact monitoring will continue and will be reported through quarterly monitoring if necessary. For information the individual assessments on proposals can be found under Budget 2012/13 at <http://www.medway.gov.uk/jobsandcareers/careersadvice/equalopportunities/diversityimpactassessments.aspx>
- 16.3 The budget report sets out in full the proposals and funding reductions impacting on the council. Clearly in a time of limited resources it is not possible to fund the full range of services that may be asked for and choices will have to be made. However, the budget has been compiled to meet the statutory duties and to enable the council to deliver statutory services. It is also based on delivering good quality services to residents despite the need to find savings. The Council is also trying to minimise, as far as possible, the impact on service users by more effectively targeting resources to needs and the consolidation of back office functions through the Better for Less programme.
- 16.4 The budget paper outlines a set of proposals and the implications of these proposals. The Table below gives an overview of where the proposals have been identified as having a possible impact that should be considered. The cumulative impact of these proposals show there will be impacts on diverse groups but the proposals reflect an overall course of action which tries to do this as fairly as possible in view of the savings that are required over a four

year period. Wherever possible, actions have been identified against the proposals with the aim of reducing any impacts by making reasonable adjustments. It should be noted that consultations in relation to the Adult Social Care proposals are on going until February 9th and any additional responses will be taken into account.

- 16.5 Clearly if a reduction is taking place in a service that is only provided for a particular group, for example adults receiving social care, that is the specific group that will be impacted upon and this is reflected in the individual DIAs. However, when aggregating together all of the proposals in this report and assessing the cumulative impact on specific groups, the scale of changes proposed to services for disabled people overall, is likely to have a disproportionate impact on that group and decision makers should note this, the reasons for this and mitigations being put in place. It should also be noted that in a number of instances services are being reconfigured and not removed and, also, that reconfigured services will be targeted to support those most in need and impact will be monitored.

Service	Action	Impact on service and comment
Adult Social Care	Review Homecare Contracts	<p>The Council is looking to review the contract and the specification for the contract review is intended to ensure that services can meet the cultural, religious and language needs of clients. There are around 1441(31/3/2011) service users receiving a range of support, following assessment, to remain in their own home and community. A sample of 826 were sent a questionnaire on the services they receive and 396 replied, 73% Women and 27% men. Overall 91% were satisfied with the help they received from Medway Council. Any changes will be intending to maintain this level of satisfaction.</p>
	In-House Services	<p>Balfour Centre is a day centre with 130 people on the register. If the decision to decommission the service is made then the service users would be enabled to commission / receive services from a range of local independent sector providers of daytime opportunities through an SDS budget.</p> <p>Consultations have been undertaken with service users, their carers and other stakeholders to get a full understanding of their concerns and any potential impact of changing the service. This consultation ends on February 9th and any additional responses will need to be taken into account. The key concerns raised by stakeholders to this point have been that the proposals could: impact on service users social life leaving them more isolated; introduce changes that could result in additional burdens for their carers and; extend journey times to alternative provision if the day centre is closed. Concerns were shared that service users would not adapt well to changes.</p> <p>The consultation also showed that service users were interested in a wide range of activities including attendance on training courses and getting work.</p> <p>In response to these concerns a series of measures would be put in place to support those impacted as much as possible. If the decision to decommission services is made then an individualised move-on plan would be developed for each service user that determines the best way to prepare them to take up alternative services with confidence. Their carers would be also provided with a carers assessment and offered the identified support where appropriate. Considering any specific needs of service users or carers relating to their ethnicity, disability, language, religion, age, culture or gender will be identified as part of this planning process.</p>

		<p>Everyone involved in supporting service users both formally and informally (carers, health professionals and other social care professionals) would be made aware of the changes and involved as appropriate.</p> <p>Service users and their carers would have the opportunity see the new services to be made available to them. These would be offered from a wide range of providers, up to 38 local independent providers, some of whom have offered to provide taster sessions if required.</p> <p>Providers would be encouraged to augment provision using community infrastructure grant schemes to meet the needs of service users.</p>
	<p>In-House Services</p>	<p>Robert Bean Lodge (34 beds) and Nelson Court (28 beds) provide residential care for older people with dementia as well as day care facilities. If the decision to outsource is taken the Council is committed to ensuring that service users will continue to benefit from a comparable quality of care from an independent sector provider.</p> <p>Consultations are ongoing until 9th February and any additional responses will be incorporated. Comments to date from service users, carers and open public meetings highlighted the following concerns: quality of service would deteriorate and become task orientated and not person centred; prices would increase and become less affordable in relation to third party top ups for current and future residents; what would happen to staff who are seen by current service users as key to the good quality of care provided; potential for a reduction in the access and affordability of day care including access to transport and the quality of food. Concerns were also raised in relation to the change of building ownership in relation to Nelson Court.</p> <p>The Council is committed to ensuring that service users and carers needs can be met by the independent sector if the decision to outsource is taken. The independent sector constitutes 97% of Medway's care market and evaluation by the Care Quality Commission shows that 95% of regulated services (including care homes) in 2011 were rated as good or excellent (good (58%) and excellent (37%)). If a decision to outsource is taken then the Council's contracting and commission regime would apply including regular visits and checks on quality. The need for more frequent visits would be reviewed after the first six months.</p> <p>To make sure service users and their families concerns about quality are addressed they would</p>

		<p>be involved in agreeing the outcomes and outputs that would be necessary to maintain excellent standards of care. These would form the basis of the contracts agreed with providers. Service user, carers and families would also be involved in the contract evaluation. This will make it possible for the Council to ensure that any specific issues that need to be addressed relating to gender, disability, race or religion of service users are specified in contracts.</p>
	<p>In-House Services</p>	<p>Platters Farm Lodge (43 beds) is an accommodation based intermediate care facility with on-site day care. If a decision to outsource service provision is taken then eligible service users would be able to access these services from an independent provider giving comparable quality of care.</p> <p>Consultations are ongoing until 9th February and additional responses will be incorporated. Comments to date from service users, carers and open public meetings highlighted the following concerns: quality of service would deteriorate and become task orientated and not person centred; prices would increase and become less affordable in relation to third party top ups for current and future residents; what would happen to staff who are seen by current service users as key to the good quality of care provided; potential for a reduction in the access and affordability of day care including access to transport and the quality of food.</p> <p>The Council is committed to ensuring that service users and carers needs can be met by the independent sector if the decision to outsource is taken. The independent sector constitutes 97% of Medway's care market and evaluation by the Care Quality Commission shows that 95% of regulated services (including care homes) in 2011 were rated as good or excellent (good (58%) and excellent (37%)). If a decision to outsource is taken then the Council's contracting and commission regime would apply including regular visits and checks on quality. The need for more frequent visits would be reviewed after the first six months.</p> <p>To make sure service users and their families concerns about quality are addressed they would be involved in agreeing the outcomes and outputs that would be necessary to maintain excellent standards of care. These would form the basis of the contracts agreed with providers. Service user, carers and families would also be involved in the contract evaluation.</p> <p>This would make it possible for the Council to ensure that any specific issues that need to be addressed relating to gender, disability, race or religion of service users are specified in contracts.</p>

	Establishing an Adaptations Policy	<p>Disabled Facilities Grant - This proposal will impact on disabled adults in owner occupied property who are assessed as needing essential adaptations to their home but are unable to make the assessed contribution or there are additional costs above the maximum limit of the Disabled Facilities Grant of £30,000.</p> <p>The proposal is to make an interest free loan for the assessed contribution to support the adaptations to meet the needs of a service user. The loan would then be repaid at an agreed rate. A further element of the proposal is to make an interest free loan of up to £25,000 for adaptations that exceed the DFG upper limit of £30,000 that would become a legal charge against the property and would be recovered upon sale or when the user was in a position to repay.</p> <p>The consultation is ongoing and the following information will be updated to reflect further information received. Consultation replies to date from 277 respondents show that the majority of respondents agree with the proposal 17% strongly agree, 40% agree, 17% neither agree or disagree with the proposal to make a repayable loan for the assessed contribution with 11% disagreeing and 14% strongly disagree with the proposal.</p> <p>There are 248 replies to date in relation to a loan being made for costs over the maximum Disability Facilities Grant. Again a majority of the respondents supported the proposal, 17% strongly agreed, 40% agreed, 17% neither agreed or disagreed with the proposal and 11% disagreed and 14% strongly disagreed with the proposal.</p>
	Review of contribution to charges policy	<p>The current charging policy is based on the 'type' of care that is provided and this meant that some services users are not assessed for a contribution. The proposals to introduce a fairer contribution policy for non-residential Adult Social Care services would mean that the personal financial circumstances of all service users would be assessed. This would impact on Day Care, Mental Health and Transport Service users.</p> <p>Consultations letters were sent to around 3000 people who could potentially be affected by the proposed change and people have until 9th February to make their comments.</p> <p>The majority of replies received agree that everyone should be assessed and those that can</p>

		<p>afford to pay should pay a contribution to their personal budget.</p> <p>To date, 277 replies have been received of these 66% agreed that everyone should be financially assessed to make a contribution to their personal budget with 20% disagreeing and 14% either indicating a don't know or leaving a blank reply.</p> <p>In response to the question, "Do you agree that people who can afford to do so, should make a contribution to their personal budget, regardless of how they spend it? 65% agreed and 19.5% disagreed and 15.5% either indicating don't know or leaving a blank reply.</p> <p>74% replied that extra costs associated with disability should be allowed in the financial assessment with 3% disagreeing and 23% either indicating a don't know or leaving a blank reply.</p> <p>In response to the question, "Do you agree that people should be assessed on the basis of their ability to pay, rather than their particular disability?" 49% agreed, 30% disagreed and 21% either indicating don't know or leaving a blank reply.</p>
	Supporting People	<p>Supporting People is a programme that funds housing related support services to help vulnerable people live independently. Support is provided to victims of domestic abuse, disabled people, young people, the homeless and offenders. Changes in the ways of meeting the needs of these groups are proposed pending the outcome of a needs analysis. This will ensure any equality issues are addressed and may lead to the redistribution of grant as changing needs are considered.</p> <p>This review of contracts will undergo a full impact assessment process which will consider the impact of any reductions on certain groups, as well as other services, and the evidence from this work will be used to inform conclusions and help to ascertain any mitigations that might be put in place should impact be identified. Work is ongoing in relation to this element of the budget and should any outcomes of that work be relevant to budget setting that information will be made available to members prior to decision making.</p>
Inclusion and school improvement	SEN Transport	<p>The SEN Transport Policy is several years old and in the current tighter financial climate it is essential that services are commissioned as effectively as possible. A review of the most expensive journeys will be undertaken to examine the potential to reduce costs through more</p>

		<p>effective procurement. An impact assessment on these reviews will be undertaken to ensure that any unintended adverse equality impact is identified and where necessary mitigations identified and considered. The proposed review must be undertaken vigorously to ensure vulnerable children receive appropriate services. Any revised policy must continue to enable children and young people who are legally entitled to such transport to be transported to school by the local authority. Routes and pick up points may change for some children. There will be consultation and a full impact assessment as part of this process.</p> <p>The intention of this review is to deliver a more efficient specification and procurement of transport by streamlining the procurement process to lessen the need for 'one off' expensive purchasing.</p>
	On-going review of Youth Service	Youth Services will continue to meet the needs of young people in need of support and mechanism for making this more cost effective including consideration of outsourcing and commissioning will be examined. Services will continue to be targeted to ensure they are available to the most vulnerable young people. A DIA will need to be undertaken of any proposals for change.
	EIG/ Sure Start	The impact on direct service delivery will be minimised. Saving will be achieved through reductions in back office and support functions such as reducing the level of support for learning and development initiatives for staff.
Front Line Services	Increase in parking charges	All users of parking services, other than Blue Badge holders will be impacted by the proposed increase.
	Introduction of a charge for issuing 'Blue Badges'	The introduction of a charge for issuing the Blue Badge results from nationally introduced changes, with a view to ensuring the scheme is not abused. Consultation responses from 500 current badge holders in Medway were sought. Valid responses were received from 142 badge holders and the majority would not be discouraged at the introduction of a charge of £10 or less.
	Waste - Pest Control	An increase of income will be achieved by increased prices for Pest Control Services.
	Additional income target for Lifeline / Community Safety	The increase in income will be achieved by extending activity to provide services to 2 other local authority areas, there will no impact on existing service users in Medway.

Development Economy and Transport	Park and Ride	The proposed closure of the Park and Ride facility should not limit residents being able to access the Town Centre. The numbers using the Park and Ride do not exceed the number of parking spaces available in the Town Centre at weekends. In addition there is identified parking for disabled residents. Residents that currently use the Park and Ride are being told how to find out about buses into the town centre and alternative parking.
	Concessionary Travel	There will be no impact on service users. The saving is to be achieved through agreed changes to the reimbursement formula for bus operators.
Leisure and Support	Increase fees and charges	The increase in fees and charges will be implemented to ensure that services will continue to be competitively priced compared to the private sector.

17. Financial and constitutional implications

- 17.1 The financial implications are contained in the body of the report and in the attached appendices.
- 17.2 The council's constitution contains the budget and policy framework rules. The relevant extracts from the constitution are reproduced as follows:
- The budget and policy framework rules contained in the constitution specify that the Cabinet should produce the draft revenue and capital budget. This initial budget which does not have to give full detail, nor be a finalised set of proposals, should be submitted to the overview and scrutiny committees to consider the initial budget and if appropriate offer alternative proposals. Any such proposals will be referred back to the Cabinet for consideration.
 - Under the constitution the Cabinet has complete discretion to either accept or reject the proposals emanating from the overview and scrutiny committees. Ultimately it is the Cabinet's responsibility to present a budget to the Council, with a special Council meeting arranged for this purpose on 23 February 2012. The adoption of the budget and the setting of council tax are matters reserved for the Council.

18. Conclusion

- 18.1 The budget has been formulated to accord with the principles set out in the MTFP. In addition, budgets have been proposed to deliver the aspirations of the Council Plan and preserve those services that are important to residents.
- 18.2 The proposed revenue budget of £322.248 million (table 9) does not require an increase in Council Tax, but is predicated upon receipt of Government grant that equates to an equivalent 2.5% increase. As in previous years considerable effort has been made to achieve a balanced budget without seriously impacting on direct services to the public.
- 18.3 The Financial Settlement indicates that formula grant for Medway is calculated as £83.043 million. Due to the Floor Damping process, the actual grant is £80.743 million having been reduced by £2.300 million to provide funding to authorities that are assessed as having requirements below the 'floor' funding level.

19. Consultation

- 19.1 The citizens' panel were consulted on which services were most important and which services were least important and this information has been made available for both budget planning and drafting of the council plan. As part of this consultation residents were asked if they could identify areas where they felt the council could improve services while reducing costs. There were few responses and, generally, those comments received proposed the council should 'increase efficiency/effectiveness of employees/services.'
- 19.2 The council has developed a Resident Engagement Strategy detailing how we will consult and engage with its housing tenants in partnership with tenant's forums. In order to support this commitment, the Council consulted

with residents through the Tenant Scrutiny Panel at their meeting on 23 January. The Panel agreed that rents would have to increase recognising that Medway had some of the cheapest rents in the south east of England. It was also agreed that service charges should be increased to make up the shortfall that was required to pay for the service. Most tenants were very pleased with the service they received and it was hoped that this would continue to improve.

20. Recommendations

- 20.1 That Cabinet considers the recommendations from overview and scrutiny committees as summarised in Section 7 and detailed in Appendix 1 of this report.
- 20.2 That Cabinet also consider the recommendations from Employment Matters Committee described in Section 8.4 and set out as:
- (i) Increments are frozen for the financial years 2012/13 and 2013/14 with a review of the pay and grading structure being developed and consulted upon during this time.
 - (ii) The Assistant Director, Organisational Services is given delegated authority to continue negotiations with the Trade Unions with a view to reaching a collective agreement on this proposal, which achieves, within the present financial constraints, some protection for lower paid staff.
 - (iii) If this collective agreement is not reached, that individual employees are asked whether they will agree to a variation of their contracts of employment for a freeze of their increments for two years.
 - (iv) For individuals who do not agree to this variation, that notice be given that their present contracts of employment are terminated and new contracts are offered stating their increments for 2012 and 2013 will be frozen.
 - (v) Incremental progression linked to competency levels/qualifications achieved should be retained for the following:
 - Social Workers covered by the Children's Care Career Grade Scheme,
 - The progression from B1 grade to B2 grade for Care Managers in Adult Social Care who achieve the Post Qualifying 1 award; and
 - Soulbury staff eligible for SPA increments (Structured Professional Assessment).
- 20.3 That Cabinet recommends to Council the capital budget proposals, as set out in Appendix 2 and considers the funding mechanism for the unfunded expenditure of £3.397 million referred to at Table 4.
- 20.4 That Cabinet recommends to Council that the net revenue budget summarised at Table 9, amounting to £322.248 million, should be adopted

and that this be funded by a nil increase in Council Tax for 2012/2013 with the equivalent Band D figure remaining at £1,119.15.

- 20.5 That Cabinet recommends to Council the fees and charges set out at Appendix 5 to this report.
- 20.6 That the Chief Finance Officer be requested to calculate the formal requirements under Sections 30 to 36 of the Local Government Finance Act 1992 for resolution by Special Council on 23 February 2012.
- 20.7 That Cabinet recommend Council to approve the delegation to the Chief Finance officer, in consultation with the Finance Portfolio holder to adjust budgets in respect of the transfer of Housing services to the Regeneration, Community and Culture directorate.

21. Reasons for decision

- 21.1 The constitution requires that Cabinet's budget proposals must be forwarded to Council for consideration and approval.
- 21.2 The Council is required by statute to set a budget and council tax levels by 11 March each year.

Report author **Mick Hayward, Chief Finance Officer.**

Appendices

- 1 Record of individual overview and scrutiny committee meetings
- 2 Summary and Directorate Proposed Capital Programme
- 3 Directorate Revenue Budget Build
- 4 Housing Revenue Account
- 5 Schedule of Fees and Charges
- 6 Diversity Impact Assessment

Background papers

- Medium Term Financial Plan report to Cabinet 27 September 2011.
- Draft budget proposals to Cabinet 29 November 2011.
- Provisional Finance Settlement report to Cabinet 20 December 2011
- Council Tax Base 2012/2013 calculation on 12 January 2012.
- Individual Overview and Scrutiny meetings during December 2011 and January 2012.

Business Support Overview and Scrutiny Committee, 1 December 2011**Discussion:**

The Chief Finance Officer introduced the report advising that it was a requirement within the Council's Constitution that the Cabinet developed initial budget proposals approximately three months before finalising the budget in February 2012. These proposals were then submitted to this Committee for an overview of those proposals before forwarding the programme to individual Overview and Scrutiny Committees for consideration.

The Chief Finance Officer explained that the Council's Medium Term Financial Plan 2011 (MTFP) was the most comprehensive yet produced and reflected the revenue budget pressures facing individual directorates in 2012/2013 and coming years. Appendices 1b–4b also reflected these pressures together with changes made since the adoption of the MTFP. Members were advised that the draft budget was very much a 'work-in-progress' document and currently identified a revenue funding gap of £6.2 million.

The Committee commented on the review of fees and charges across a whole range of service areas (paragraph 8.1 of the report) in that Members did not have the opportunity to see these proposals and make comments or recommendations about these before the Full Council budget meeting in February 2012.

Officers responded that the appendices gave some details but that they would investigate whether it would be possible to submit some information or proposals to this Committee's meeting on 2 February 2012.

Members asked for clarification on the information in paragraph 3.1 of the report regarding "realised planned savings within Adult Social Care". Officers responded that in quarter 1 it was reported that these were on-track to save £1.3 million for Link Service Centres in 2011/2012. However, by quarter 2 it had become apparent that the savings would not be fully realised this year and there were now two proposals out to consultation in respect of these changes and a further change in respect of the charging regime.

Another Member raised the issue of the lack of use of Park and Ride facilities and the Committee requested that the numbers of people using these facilities were submitted to the Regeneration, Community and Culture Overview and Scrutiny Committee on 13 December 2011 for consideration.

Decision:

The Committee agreed to:

- (a) Forward the draft capital and revenue budget for 2012/2013 programme to individual Overview and Scrutiny Committees;
- (b) Request that a schedule of proposed fees and charges is submitted to the meeting of this Committee on 2 February 2012;

- (c) Request that the numbers of people using the Park and Ride facilities are submitted to the Regeneration, Community and Culture Overview and Scrutiny Committee on 13 December 2011 for consideration.

***Children and Young People Overview and Scrutiny Committee,
6 December 2011***

Discussion:

The Finance Officer introduced the report which provided the draft capital and revenue budget for 2012/13, which had been proposed by the Cabinet on 29 November 2011 and was based on the principles contained in the Medium Term Financial Plan 2012/15 as well as reflecting formula grant assumptions.

Members then commented and asked questions, which included: -

- Concern about the overspend on Special Educational Needs (SEN) transport;
- Reasons behind the rise in expenditure in specialist children's services, school reorganisation and student services and psychology and inclusion.

In response, officers explained that the overspend on SEN transport was due to the budget that was set for 2011/12 had not accurately reflected spend and confirmed that there had been a rise in SEN transport costs in line with the rise in children requiring SEN placements.

Officers further explained the rise in specific budget areas as follows: -

- Specialist children's services – this reflected an overspend which in turn reflected the rise in the number of looked after children. It also reflected demographic estimates;
- School organisation and student services – this reflected the cost of the school reorganisations;
- Psychology and inclusion – this related to the SEN transport pressure.

Officers also undertook to provide, when appropriate, a briefing note on the educational funding changes.

Decision:

The committee noted the report and requested: -

- A briefing note, when appropriate, on educational funding changes;
- A report on costs analysis of SEN transport and what action is being taken to minimize overspend in this area.

Discussion:

The Chief Finance Officer gave a brief introduction to the draft capital and revenue budget, which he said, was based on the Medium Term Financial Plan 2012/2015.

Responding to a question he stated that the anticipated savings from the vision for adult social care had been factored into the budget already.

Decision:

Members noted the draft capital and revenue budget for 2012/2013. Discussion:

Regeneration, Community and Culture Overview and Scrutiny Committee
13 December 2011

Discussion:

The Chief Finance officer introduced the report advising that it outlined the Cabinet's initial proposals for the budget provision for 2012-2013. He also advised that the Council's Medium Term Financial Plan 2011 was the most comprehensive ever produced and reflected the revenue budget pressures facing individual directorates in 2012-2013. It had predicted a £9 million gap in funding, which had since been reduced to just over £6 million. Appendices 1a gave the current situation and Appendix 1b set out the areas adjusted to help decrease the gap in the Regeneration, Community and Culture Directorate budget. The committee was advised that the Local Government Finance Settlement had recently been announced and there was no change to the predictions made within the proposed budget.

Members commented that the budget figures were not linked to service plans for each department or the over-arching Council Plan, so there was no indication as to whether the proposals meant a change to service commitments officers responded that the services remained the same unless otherwise specified. Any changes would be reported at the appropriate stage of the process.

Members questioned the anticipated increase in income and charges shown in Appendix 1b, as the services this applied to had historically overspent their budgets. Therefore, how reasonable and robust were these predictions and were they deliverable? Officers were also asked about the increased National Non-Domestic Rates (NNDR) liability at Medway Park showing as a pressure of £169,000 and why no previous provision had been made for this? The Director of Regeneration, Community and Culture responded that there had been an anticipated uplift in the business rates at Medway Park but it was not until the rate demand was received in March 2011 that the new rating was known. The council was appealing against the rise in rateable value. He also advised that the predicted income increase was robust.

The committee discussed the freezing of council tax over the next four years and the options available to the council over that time. This included legislation under the

Localism Act 2011 to limit councils to an annual increase of 3.5%. If an authority proposed to raise taxes above this limit they would have to hold a referendum to get approval for this from local voters who would be asked to approve or to veto the rise.

Decision:

The committee agreed to note the report.

Business Support Overview and Scrutiny Committee 2 February 2012 (draft minutes)

Discussion (Housing Revenue Account):

The Chief Finance Officer introduced the report advising that it set out the 2012/2013 revenue and capital proposals for the Housing Revenue Account (HRA) including proposals for rent and service charges increases. The committee was also informed that the Localism Act had created an exciting opportunity for the council by introducing the self-financing regime for the HRA that removed the former Housing Subsidy calculation and this was described in paragraphs 2.1 – 2.4 of the report.

The Housing Subsidy system would come to an end on 31 March 2012 and this meant that the council would no longer need to pay an annual subsidy payment to Government which had been worked out by a formula. The cost of this, in 2011/2012 had been £1.8 million. However, the new self-financing regime would require the council to take on additional debt of £19.1 million and the cost of this would fall on the HRA. The graph at table 3 of the report (page 24 of the agenda) showed that were all surplus allocated for the purpose then this debt should be paid off in the 17th year of the 30 year plan and thereafter the council would generate a surplus in income for the HRA, which was a huge benefit to the council.

The committee was also advised that the government had previously determined that council rents and service charges would progress to converge with those of Registered Social Landlords (RSLs) with a target date of April 2015. The proposed increase in rents for 2012/2013 was to achieve that convergence; the proposed increase in service charges was to continue the agreement made last year that charges should increase progressively to fully recover costs by 2014/2015. The report also contained details of some inconsistencies in rent charging schemes and an inequality in classification of some properties.

The Chief Finance Officer also highlighted the capital budget for the HRA advising that the detailed plan for capital works for housing was currently being revised in conjunction with the Asset Management Strategy, it was estimated that the cost of capital works would be £5.5 million. The report also highlighted the hard work of staff in the housing section to achieve a decrease in the turnaround period of void properties and the decrease in the level of rent arrears.

The committee asked whether the new debt to be taken on by the HRA of £19.1 million for the self-financing scheme would be amended at any time in the future and was assured that this figure would not change.

Members commented that the inconsistency with rent charging, as set out in paragraph 6 of the report, was a practical and sensible approach to resolving this situation.

Members asked about the convergence of rents between council housing and those of RSLs and whether the council had reached the required figure? Officers advised that the council continued to reduce the gap between rents which were getting closer and this was set out in Appendix B (page 35) of the report.

Some Members voiced concern about the proposed rent increases, as the average increase was 7 – 8% which would be very difficult for a lot of families in this difficult economic time. They also requested further information about the planned maintenance programme in order to be kept fully informed. Officers advised that there was a cross-party Asset Management Group, chaired by the Portfolio Holder for housing, and details of the planned maintenance were reported there for consideration. Members requested that this information was also made available outside of this group and officers agreed that the information would be reported to overview and scrutiny in the future.

Decision:

The committee agreed to recommend to Cabinet:

- (a) The proposed revenue and capital budgets for 2012/2013, inclusive of an average rent increase of £5.39 per week (based upon 50 collection weeks and equating to an increase of 7.26%).
- (b) That service charges for 2012/13 reflect the costs incurred in providing that service, where possible, and that where costs are not fully recovered, the uplift is such that costs can be fully recovered by 2014/15 using above inflation increases to do so as per Appendix C to this report. The average increase will be 5.99%.
- (c) That the application of the Warden Service charge to residents in the Annexe at Longford Court be applied over a three year period with effect from 1 April 2012 for current tenants.
- (d) Properties identified with “pods” at Beatty Avenue and Cornwallis Avenue to be charged for only bedrooms on the upper floors of properties from 1st April 2012 and pods, regardless of their usage, be disregarded for rent charging purposes.
- (e) Refunds to be made to current tenants only, who have been overcharged for rent for properties in Beatty Avenue and Cornwallis Avenue.
- (f) That the approach for rent charging for any further properties identified that have “pods” fitted, be set as described in the context of this report in the future.

The committee requested that:

- (g) A breakdown of the planned maintenance programme for housing services is submitted to overview and scrutiny in the near future.

Discussion (Own committee considerations):

The Chief Finance Officer introduced the report which gave details for the part of the council's budget within this committee's remit. The committee had considered the Cabinet's initial budget proposals of 29 November 2011 in December where it was reported that there was a predicted gap in the budget for 2012/2013 of £6.2 million.

Members commented on the current budget process, where Councillors only had seven days in which to analyse and understand up-to-date complex financial information, as the budget reports at overview and scrutiny committees were out of date. The council's model for building the budget was flawed, not least in its engagement with the public, when there were other council's holding public consultations about their budgets for the forthcoming year. Officers responded that some council's did carry out consultation exercises at the end of the budget process when a choice had to be made between different services being reduced. However, Medway Council used consultation to influence services overall and to develop policies, so that the public's priorities and concerns were taken into account as part of the overall process.

The committee also asked about the predicted budget gap of £5.1 million and whether this would have to be funded from reserves? The Chief Finance Officer responded that the gap in funding was based on the forecast at quarter 2 (July – September 2011). Since then, work had been carried out, including a moratorium on spending, and this should be reflected in the figures for quarter 3 (October – December 2011) when they were reported to Cabinet on 14 February 2012. He assured Members that the funding gap would no longer be at £5.1 million.

Members questioned the contractual inflation assumptions included in the budget, as set out in paragraph 4.5 of the report. Officers advised that these had been reported to the relevant overview and scrutiny committee, for example the inflationary rise in the waste contract was discussed at the Regeneration, Community and Culture Overview and Scrutiny Committee. Officers advised that they would investigate every possibility to contain rises including variations to the terms of contract if appropriate.

Decision:

The committee agreed to note the draft capital and revenue budget for 2012/2013 insofar as they affect this committee. and to forward the comments, as set out above, to the Cabinet for consideration on 14 February 2012.

Discussion (All Overview and Scrutiny Committees):

The Chief Finance Officer explained that the Business Support Overview and Scrutiny Committee had the role of consolidating the responses to the draft budget 2012/2013.

Decision:

The committee agreed to forward the comments of Overview and Scrutiny Committees on the draft budget 2012/2013 to the Cabinet meeting on 14 February 2011:

Capital Programme 2011/2012 and Beyond

Directorate Summary

Directorate	Spend Forecast for Later Years		
	2012/2013	2013/2014	2014/2015 and future years
Existing Capital Programme	£	£	£
Children & Adults	60,141,405	0	0
Regeneration Community & Culture	4,373,523	2,123,184	195,000
Business Support	5,411,935	475,145	0
Total Existing Programme	69,926,863	2,598,329	195,000
New Schemes/Funding			
Children & Adults	7,492,484	0	0
Regeneration Community & Culture	3,926,000	0	0
Business Support	6,239,000	0	0
Total New Schemes/Funding	17,657,484	0	0
Total Capital Programme	87,584,347	2,598,329	195,000

Capital Programme 2012/2013 and Beyond

Children and Adults Directorate

Description Of Scheme	Expenditure Projections		
	2012/2013	2013/2014	2014/2015 and future years
Existing Capital Programme	£	£	£
Adult Social Care	664,756	0	0
Aiming High for Disabled Children	200,200	0	0
Early Years	48,750	0	0
Harnessing Technology / Broadband Connectivity	400,000	0	0
Primary Strategy Programme	2,242,555	0	0
Academy Programme	48,800,256	0	0
SEN Programme	2,929,509	0	0
Basic Need Programme	2,364,482	0	0
Sir Joseph Williamson Math School DT Block	415,429	0	0
Other School Projects	0	0	0
Condition Programme	0	0	0
Total Existing Programme	58,065,937	0	0
Total for Devolved Formula Capital	2,075,468	0	0
Total Existing Programme	60,141,405	0	0
New Schemes/Funding			
Condition Programme	3,385,422	0	0
Basic Need Programme	1,400,000	0	0
SEN Programme	1,612,299	0	0
Adult Social Care - Transformation	273,903	0	0
Adult Social Care - Adaptations	230,000	0	0
Sub Total	6,901,624	0	0
Devolved Formula Capital	590,860	0	0
Total New Schemes/Funding	7,492,484	0	0
Total Children & Adults	67,633,889	0	0

Capital Programme 2012/2013 and Beyond

Regeneration, Community and Culture

Description Of Scheme	Spend Forecast for Later Years		
	2012/2013	2013/2014	2014/2015 and future years
EXISTING CAPITAL PROGRAMME	£	£	£
Medway Tunnel (LTP Borrowing) and Grant DfT	2,000,000	1,959,172	0
Darnley Arches Subway (Third Party Contributions)	392,669	0	0
Section 106 Contributions	300,000	56,012	10,000
Stoke Crossing (HCA Grant and S.106)	600,000	50,000	0
Civic Centre Car Park (Invest to save)	120,694	0	0
Railway Street Car Park (Invest to Save)	158,166	0	0
Total for Front Line Services	3,571,529	2,065,184	10,000
World Heritage Site & Great Lines Heritage Park (External Contributions)	36,360	0	0
Quality Bus Corridor - Grant funded from HCA grant & S106 Funding	5,000	0	0
Gillingham Gateway - Section 106 Funding	150,000	8,000	0
Walls & Gardens	164,713	0	0
Pentagon BS Lease Settlement	0	0	185,000
Total for Development, Economy & Transport	356,073	8,000	185,000
Greenspace Initiatives (Section 106 contributions)	129,000	0	0
Opening the Doors - Guildhall Museum (HLF, Interreg & Capital Receipts)	10,000	0	0
Eastgate House Improvements (Capital Receipts)	67,129	0	0
English Heritage - Local Management Arrangement (Grant & Capital receipts)	70,100	50,000	0
Rochester Castle Keep Floodlighting (EU Funding,Section 106 Contributions,Capital Receipts)	80,000	0	0
Eastgate House HLF Bid - Round 2	24,890	0	0
2011-12 Greenspaces Section 106 Schemes	64,802	0	0
Total for Leisure and Culture	445,921	50,000	0
TOTAL EXISTING PROGRAMME	4,373,523	2,123,184	195,000
NEW SCHEMES			
LTP - Integrated Transport	1,576,000		
LTP - Highway Maintenance	2,350,000		
TOTAL NEW SCHEMES	3,926,000	0	0
TOTAL REGENERATION,COMMUNITY & CULTURE	8,299,523	2,123,184	195,000

Capital Programme 2012/2013 and Beyond

Business Support Department

Description Of Scheme	Spend Forecast for Later Years		
	2012/2013	2013/2014	2014/2015 and future years
EXISTING CAPITAL PROGRAMME			
ICT Strategic Fund - Grant & Capital Receipts Funded	100,000	90,000	0
Mercury Abatement - Dev & Other Contributions and Prul Borrow Funded	1,301,105	175,700	0
Better for Less Mobile Working	117,000	39,445	0
Better for Less CRM System	70,000	70,000	0
Better for Less Document Management	435,077	100,000	0
Building Repair and Maintenance Fund (Funded by Capital Receipts)	2,080,725	0	0
Strood Riverside supporting work for CPO and land acquisition (Funded by Capital Receipts)	662,628	0	0
Total BSD Projects	4,766,535	475,145	0
Housing Projects			
Disabled Facilities Grants (Funded by CLG Capital Grant/Capital Receipts)	92,811	0	0
Planned Maintenance (Funded by Major Repairs Reserve/Housing Revenue Account)	475,855	0	0
Disabled Adaptations to Council Dwellings (Funded by Supported Borrowing)	76,734	0	0
Total Housing Projects	645,400	0	0
TOTAL EXISTING PRORAMME	5,411,935	475,145	0
NEW SCHEMES			
Disabled Facilities Grant	739,000		
Housing Planned Maintenance	5,250,000		
Disabled Adaptions To Council Dwellings	250,000		
TOTAL NEW SCHEMES	6,239,000	0	0
TOTAL BUSINESS SUPPORT DEPARTMENT	11,650,935	475,145	0

CHILDREN AND ADULT SERVICES - BUDGET BUILD 2012-2013

General Fund Activities	2011-12 Adjusted Base £'000				Medium Term Financial Plan			2012-13 Budget Requirement			2012-13 Budget Requirement		
	Inflation £'000	Other Pressures £'000	Savings £'000	MTFP Assumptions £'000	Further Proposals £'000	Budget Requirement £'000	Gross Expenditure £'000	Direct Income £'000	Net Expenditure £'000	Gross Expenditure £'000	Direct Income £'000	Net Expenditure £'000	
Commissioning and Client Financial Affairs	8,500	41	0	8,540	(1,500)	7,040	7,387	(347)	7,040				
Older People	21,199	350	639	20,427	(1,675)	18,752	29,810	(11,058)	18,752				
Social Care Management	(1,910)	0	(1,762)	(1,440)	600	(840)	2,546	(3,387)	(840)				
Physical Disability	11,596	132	86	11,934	(276)	11,658	12,619	(961)	11,658				
Learning Disability	23,724	331	256	24,499	(205)	24,294	25,619	(1,325)	24,294				
Linked Service Centres	4,473	0	(251)	4,222	0	4,222	5,041	(819)	4,222				
Mental Health	4,873	50	(15)	4,907	(168)	4,739	4,901	(162)	4,739				
Total for Adult Social Care	72,455	850	1,109	73,090	(3,224)	69,865	87,924	(18,059)	69,865				
Safeguarding Team	3,943	0	0	3,943	0	3,943	3,974	(31)	3,943				
CRAST Team	2,755	0	0	2,755	0	2,755	2,843	(88)	2,755				
Specialist Children's Services	17,942	186	1,642	19,770	(101)	19,669	19,799	(130)	19,669				
Children's Care Management Team	578	0	0	578	0	578	578	0	578				
Child Protection	167	0	0	167	0	167	220	(53)	167				
Children's Care Training	179	0	0	179	0	179	204	(25)	179				
Total for Children's Care	25,564	186	1,642	27,391	(101)	27,290	27,618	(328)	27,290				
Directorate Management Team	109	0	0	109	250	359	410	(52)	359				
Commissioning, Contracts and Business Support	2,703	0	0	2,703	31	2,734	3,578	(844)	2,734				
Schools Commissioning and Traded Services	737	0	0	737	(61)	676	1,477	(801)	676				
School Organisation and Student Services	1,570	0	200	1,770	0	1,770	2,410	(640)	1,770				
Commissioning Management Team	171	0	0	171	0	171	171	0	171				
Total for Commissioning and Traded Services	5,289	0	200	5,489	220	5,709	8,046	(2,337)	5,709				
Health and Wellbeing	3,746	0	0	3,746	0	3,746	6,376	(2,630)	3,746				
Integrated Youth Support Services	4,250	0	(200)	4,050	(250)	3,800	4,769	(970)	3,800				
Psychology and Inclusion	13,179	0	1,400	14,479	(900)	13,579	14,927	(1,347)	13,579				
Inclusion Management Team	771	0	0	771	0	771	1,242	(471)	771				
Early Years	13,804	0	0	13,804	(178)	13,626	14,136	(510)	13,626				
School Challenge and Improvement	969	0	0	969	0	969	969	0	969				
Total for Inclusion and School Improvement	36,720	0	1,400	37,820	(1,328)	36,492	42,420	(5,928)	36,492				
Finance Headings	885	0	0	885	0	885	885	0	885				
HR Headings	1,241	0	200	1,441	(271)	1,170	1,597	(428)	1,170				
School Grants	(0)	0	0	(0)	0	(0)	2,300	(2,300)	(0)				
Total Schools Retained Funding and Grants	2,126	0	200	2,326	(271)	2,055	4,782	(2,728)	2,055				
Schools Delegated Funding	174,840	0	1,229	88,008	15,991	103,999	113,594	(9,595)	103,999				
Total for Children and Adult Services Directorate	316,994	1,036	5,780	316,810	(89,686)	227,124	284,384	(38,974)	227,124				
Dedicated Schools Grant	196,292	0	1,229	109,460	15,991	125,451	139,085	(13,634)	125,451				
General Fund	120,702	1,036	4,551	124,664	(4,705)	119,959	145,299	(25,340)	119,959				

REGENERATION, COMMUNITY AND CULTURE - BASE BUDGET BUILD 2012-2013

General Fund Activities	2011-12				Medium Term Financial Plan			2012-13 MTFP			2012-13 Budget Requirement		
	Adjusted Base £'000	Inflation £'000	Other Pressures £'000	Savings £'000	2012-13 Assumptions £'000	2012-13 Further Proposals £'000	2012-13 Budget Requirement £'000	Gross Expenditure £'000	Direct Income £'000	Net Expenditure £'000			
Highways	6,532	218	(9)	0	6,741	(200)	6,541	7,975	(1,434)	6,541			
Parking	(2,896)	0	206	(132)	(2,822)	(291)	(3,113)	2,597	(5,710)	(3,113)			
Major Projects	(6)	0	0	0	(6)	(109)	(115)	830	(945)	(115)			
Road Safety	179	0	0	0	179	(20)	159	426	(267)	159			
Traffic Management	638	0	94	0	732	(62)	670	981	(311)	670			
Waste Services	17,662	660	652	0	18,974	(285)	18,689	20,641	(1,952)	18,689			
Environmental Services	1,389	0	0	0	1,389	0	1,389	1,602	(213)	1,389			
Environmental Health Commercial	1,107	0	0	0	1,107	0	1,107	1,180	(73)	1,107			
CCTV / Lifeline	292	0	(60)	0	232	(39)	193	1,149	(956)	193			
Community Safety Partnership	361	0	0	0	361	0	361	361	0	361			
Strood Depot Services	(15)	0	0	0	(15)	0	(15)	97	(112)	(15)			
Safer Communities Support	113	0	0	0	113	0	113	113	0	113			
Front Line Services	346	0	0	0	346	0	346	346	0	346			
Total for Front Line Services	25,700	878	883	(132)	27,329	(1,006)	26,323	38,297	(11,973)	26,323			
Development, Economy & Transport	106	0	0	0	106	0	106	312	(206)	106			
Economic Development	562	0	0	0	562	(157)	405	1,265	(860)	405			
Integrated Transport	6,970	0	27	0	6,997	(575)	6,422	7,017	(595)	6,422			
Planning Policy & Design	953	0	0	0	953	0	953	971	(18)	953			
Development Management	461	0	0	0	461	0	461	1,682	(1,221)	461			
Social Regeneration & Europe	278	0	0	0	278	0	278	428	(150)	278			
Tourism	516	0	0	0	516	0	516	1,063	(547)	516			
Building Control	220	0	0	0	220	(21)	199	199	0	199			
Total for Development and Transport	10,065	0	27	0	10,092	(753)	9,339	12,936	(3,597)	9,339			
L&C Management Group	80	0	0	0	80	0	80	80	0	80			
Leisure & Sports	2,766	0	269	0	3,035	(367)	2,668	7,190	(4,522)	2,668			
Arts, Theatres & Events	1,337	0	(12)	0	1,325	(70)	1,255	3,641	(2,386)	1,255			
Heritage	572	0	40	0	612	10	622	890	(268)	622			
Greenspaces	4,113	0	0	0	4,113	(70)	4,043	4,819	(776)	4,043			
Total for Leisure and Culture	8,868	0	297	0	9,165	(497)	8,668	16,620	(7,952)	8,668			
Regeneration, Community & Culture Directorate Support	654	0	0	0	654	(25)	629	683	(54)	629			
Total for Regeneration, Community & Culture	45,287	878	1,207	(132)	47,240	(2,281)	44,959	68,536	(23,576)	44,959			

BUSINESS SUPPORT DEPARTMENT - BUDGET BUILD 2012-2013

General Fund Activities	2011-12 Adjusted Base				Medium Term Financial Plan			2012-13 Budget Requirement			
	£'000	Inflation	Other Pressures	Savings	2012-13 MTFP Assumptions			Gross Expenditure	Direct Income	Net Expenditure	
					£'000	£'000	£'000				£'000
Legal Services	1,217	0	0	0	1,217	0	1,217	1,471	(254)	1,217	
Land Charges & Licensing	(105)	0	0	0	(105)	0	(105)	344	(449)	(105)	
Housing Performance Team	80	0	0	0	80	0	80	261	(181)	80	
Housing Strategy	236	0	0	0	236	0	236	252	(16)	236	
Housing Solutions	1,471	0	0	0	1,471	0	1,471	2,030	(559)	1,471	
Homechoice	267	0	0	0	267	0	267	325	(58)	267	
Private Sector Housing	328	0	0	0	328	0	328	330	(2)	328	
Housing Property Management	(1)	0	0	0	(1)	0	(1)	60	(61)	(1)	
Housing Disabled Adaptations	21	0	0	0	21	0	21	78	(57)	21	
Building & Design	(393)	0	0	0	(393)	0	(393)	772	(1,165)	(393)	
Carbon Reduction Commitment	0	0	266	0	266	0	266	266	0	266	
Centralised H&CS Budgets	504	0	0	0	504	0	504	504	0	504	
Asset and Property Management	1,659	0	300	0	1,959	0	1,959	5,018	(3,059)	1,959	
H&CS Vacancy Saving Target	(102)	0	0	0	(102)	0	(102)	(102)	0	(102)	
Total for Housing & Corporate Services	5,183	0	566	0	5,749	0	5,749	11,610	(5,861)	5,749	
Benefit Payments	1,126	0	80	0	1,206	0	1,206	110,866	(109,660)	1,206	
Revenues and Benefits Admin Total	378	0	110	0	488	(54)	434	3,450	(3,016)	434	
NDR Discretionary Relief	251	0	0	0	251	0	251	251	0	251	
Rural Liaison Grants	75	0	0	(65)	10	65	75	75	0	75	
Ward Improvements	165	0	0	(165)	0	165	165	165	0	165	
Corporate Management	415	0	0	(26)	389	(20)	369	369	0	369	
Non Distributed Costs	1,553	0	0	0	1,553	0	1,553	1,553	0	1,553	
Corporate Provisions	976	0	18	0	994	(33)	961	961	0	961	
Business Support Management Team	781	0	0	0	781	0	781	921	(140)	781	
Financial Management	1,315	0	0	0	1,315	(38)	1,277	1,405	(128)	1,277	
Financial Systems	124	0	0	0	124	0	124	132	(8)	124	
Financial Support	421	0	0	0	421	(13)	408	447	(39)	408	
Creditors and Income Services	249	0	0	0	249	0	249	273	(24)	249	
Audit Services	543	0	0	0	543	0	543	550	(7)	543	
FS Vacancy Saving Target	(25)	0	0	0	(25)	0	(25)	(25)	0	(25)	
Total for Finance	8,346	0	208	(256)	8,298	72	8,370	121,392	(113,022)	8,370	
Democratic Services	569	0	15	0	584	0	584	634	(50)	584	
Members and Mayoral Services	1,024	0	0	0	1,024	0	1,024	1,072	(48)	1,024	
Electoral Services	440	0	65	0	505	(65)	440	444	(4)	440	
Community Interpreters	(26)	0	0	0	(26)	(50)	(76)	185	(261)	(76)	
Registration Services	27	0	0	0	27	0	27	533	(506)	27	
Bereavement Services	(313)	0	140	(30)	(203)	(140)	(343)	1,520	(1,863)	(343)	
Libraries	3,653	0	0	0	3,653	0	3,653	4,006	(353)	3,653	
Archives	222	0	0	0	222	0	222	230	(8)	222	
Customer First	1,815	0	60	0	1,875	10	1,885	2,136	(251)	1,885	
CF Vacancy Saving Target	0	0	0	0	0	0	0	0	0	0	
Total for Democracy & Customer First	7,412	0	280	(30)	7,662	(245)	7,417	10,761	(3,344)	7,417	

501	519	(18)	501
380	380	0	380
887	887	(59)	828
1,497	1,497	(882)	615
149	149	0	149
(43)	(43)	0	(43)
3,389	3,389	(959)	2,430
5,230		(3,974)	1,256
2,638		(2,798)	(160)
3,660		(619)	3,041
(177)		0	(177)
11,351	11,351	(7,391)	3,960
158,503	158,503	(130,577)	27,926

501	501	0	501	501
380	380	0	380	380
751	903	(75)	828	828
615	615	0	615	615
149	149	0	149	149
(43)	(43)	0	(43)	(43)
2,353	2,505	(75)	2,430	2,430
1,207	1,327	(71)	1,256	1,256
(160)	(160)	0	(160)	(160)
3,041	3,041	0	3,041	3,041
(177)	(177)	0	(177)	(177)
3,911	4,031	(71)	3,960	3,960
27,205	28,245	(319)	27,926	27,926

Research & Review
 Management Information
 Childrens Review Services
 Communications and Improvement
 Better for Less
 CPP Vacancy Saving Target
Total for Communications, Performance & Partnerships

Human Resource Services
 Adult Education
 ICT
 OS Vacancy Saving Target
Organisational Services Total

Total for Business Support Department

PUBLIC HEALTH - BUDGET BUILD 2012-2013

General Fund Activities

Health Promotion
 Teenage Pregnancy
 Healthy Weight
 Sunlight Centre

Total for Public Health

2011-12 Adjusted Base £'000	Medium Term Financial Plan			2012-13 MTPP Assumptions £'000	2012-13 Further Proposals £'000	2012-13 Budget Requirement £'000	2012-13 Draft Budget Requirement		
	Inflation £'000	Other Pressures £'000	Savings £'000				Gross Expenditure £'000	Direct Income £'000	Net Expenditure £'000
169	0	0	0	169	0	169	646	(477)	169
0	0	0	0	0	0	0	125	(125)	0
22	0	0	0	22	0	22	202	(179)	22
35	0	0	0	35	0	35	35	0	35
227	0	0	0	227	0	227	1,008	(782)	227

HOUSING REVENUE ACCOUNT BUDGET SUMMARY 2012 -2013

Description	Budget 2011/12			Q2 Forecast 2011/12			Proposed Budget 2012/13		
	Exp £000's	Income £000's	Net £000's	Exp £000's	Income £000's	Net £000's	Exp £000's	Income £000's	Net £000's
HRA Working Balance B/F			(6,156)			(6,156)			(4,838)
Housing Management Total	1,169	0	1,169	1,191	0	1,191	1,169	0	1,169
Service Improvement Total	312	0	312	289	0	289	431	0	431
Community Development Total	88	0	88	86	0	86	88	0	88
Tenancy Services Total	1,326	0	1,326	1,296	0	1,296	1,334	0	1,334
Housing Maintenance Total	2,212	0	2,212	2,009	0	2,009	2,169	0	2,169
Homes for Independent Living Total	715	(2)	713	707	(2)	705	733	(2)	731
Estate Services Total	535	(4)	531	520	(4)	516	539	(4)	535
Housing Finance Total	194	(22)	171	193	(22)	171	194	(22)	171
Housing Benefits Total	154	0	154	154	0	154	154	0	154
Capital Financing Costs Total	3,235	(13)	3,222	3,235	(13)	3,222	4,960	(13)	4,947
Subsidy Total	1,763	0	1,763	1,772	0	1,772	0	0	0
Rent Income Total	0	(12,376)	(12,376)	0	(12,287)	(12,287)	0	(13,052)	(13,052)
Other Income Total	0	(129)	(129)	0	(141)	(141)	0	(144)	(144)
Total Housing Revenue Account	11,701	(12,548)	(847)	11,452	(12,471)	(1,019)	11,770	(13,238)	(1,468)
Revenue contribution to Capital Exp.			2,337			2,337			1,800
HRA Working Balance C/F			(4,666)			(4,838)			(4,506)

MEDWAY COUNCIL

Proposed Fees & Charges April 2012

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Front Line Services

	2011/2012 £	Proposed 2012/2013 £	% Increase
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Trading Standards

Weights & Measures - General

Call out Charge	114.80	117.70	2.53%
Delays (per hour)	114.80	117.70	2.53%
Hourly rate of Charge - (minimum charge 1 hour)	109.10	117.70	7.89%
Certificate of Errors	74.20	76.10	2.56%
Supply of replacement certificate	36.00	36.90	2.50%

Weights & Measures - Weights

Weights exceeding 5kg, 10lb or not exceeding 500mg, 2CM	18.60	19.10	2.69%
Other weights	13.55	13.90	2.62%

Weights & Measures - Linear Measures

Linear measures not exceeding 3m or 10ft each scale	20.30	20.80	2.46%
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Weights & Measures - Capacity Measures

Capacity measures without diversions not exceeding 1 litre or 1 quart	13.55	13.90	2.62%
Cubic ballast measures (other than brim measures)	222.70	228.30	2.51%
Brim measures (unsubdivided) up to 1 metre	118.10	121.10	2.54%

Liquid capacity measures for making up and checking average quantity packages

	48.30	49.50	2.48%
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Weights & Measures - Weighing Instruments

Not exceeding 30kg - first item	63.60	65.20	2.52%
Not exceeding 30kg - Second and subsequent items	38.30	39.30	2.61%
Exceeding 30kg but not exceeding 1 tonne (1 ton)	55.10	56.50	2.54%
Exceeding 1 tonne but not 10 tonnes (1 ton - 10 tons)	110.80	113.60	2.53%
Exceeding 10 tonnes (10 tons)	267.75	274.40	2.48%
(1) Time on site of 4 hours or less (half day charge)	433.00	443.80	2.49%
(2) Time on site exceeding 4 hours (full day charge)	820.00	840.50	2.50%

Weights & Measures - Intoxicating Liquor Measuring Instruments

Not exceeding 5 fl. oz	40.40	41.40	2.48%
Other	50.40	51.70	2.58%

Weights & Measures - Liquid Fuel Measuring Instruments

LFLD dispenser per meter/measuring container submitted	107.40	110.10	2.51%
Testing of peripheral electronic equipment on a later occasion than stamping of instrument - per site	107.40	110.10	2.51%

Charge for each credit card acceptor unit tested, irrespective of the number

	107.40	110.10	2.51%
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REGENERATION, COMMUNITY & CULTURE DIRECTORATE

	2011/2012	Proposed 2012/2013	% Increase
Front Line Services			
Weights & Measures - Road Tankers			
Wet hose type with two testing liquids	159.70	163.70	2.50%
Jammed ticket printer (no replacement parts)	79.80	81.80	2.51%
Replacement of parts without effect on calibration	79.80	81.80	2.51%
(1) First or single dipstick	86.60	88.80	2.54%
(2) Each additional dipstick submitted at the same time	41.70	42.70	2.40%
Where the bulk fuel testing van is provided by the Department to enable a meter system to be verified	228.30	234.00	2.50%
Weights & Measures - Other			
Any other metrological testing, goods or equipment (per hour)	109.20	117.70	7.78%
Petroleum			
Petroleum Installation Record Search (per hour)	113.60	117.70	3.61%
Licence & Renewal	As per HSE Statutory Guidance		
Poisons			
Initial registration (Poisons)	As per HSE Statutory Guidance		
Change in details (Poisons)	As per HSE Statutory Guidance		
Re-registration (Poisons)	As per HSE Statutory Guidance		
Trader approval scheme			
Fair Trader Scheme	150.00	153.80	2.53%
Firework Sales all year			
Annual licence fee to sell fireworks all year	As per HSE Statutory Guidance		
Licence / Explosives registration	As per HSE Statutory Guidance		
Performing Animals			
Performing Animals registration	68.30	70.00	2.49%

REGENERATION, COMMUNITY & CULTURE DIRECTORATE

Front Line Services
Gillingham Pier

	2011/2012	Proposed 2012/2013	% Increase
Rent of berth:			
Western Side of slipway			
30ft to under 40ft - per month	64.89	66.50	2.48%
30ft to under 40ft - per annum	646.70	662.90	2.51%
40 ft and over - per month	93.87	96.20	2.48%
40 ft and over - per annum	944.79	968.40	2.50%
Pontoon			
under 20 ft - per month	50.93	52.20	2.50%
under 20 ft - per annum	508.62	521.30	2.49%
20ft to under 30ft - per month	64.89	66.50	2.48%
20ft to under 30ft - per annum	646.70	662.90	2.51%
30ft to under 40ft - per month	93.87	96.20	2.48%
30ft to under 40ft - per annum	944.79	968.40	2.50%
40 ft and over			
Mooring Fees			
Commercial and Casual Mooring			
Under 20ft - per day	8.98	9.20	2.49%
20ft to under 30ft - per day	9.24	9.50	2.81%
30ft to under 40ft - per day	13.02	13.30	2.15%
40ft to under 50ft - per day	13.55	13.90	2.62%
50ft to under 60ft - per day	17.95	18.40	2.49%
60ft to under 70ft - per day	25.83	26.50	2.59%
70ft to under 80ft - per day	34.28	35.10	2.38%
80ft to under 90ft - per day	43.89	45.00	2.53%
90ft to under 100ft - per day	53.97	55.30	2.47%
Per additional foot over 100ft per day	1.16	1.20	3.90%
Commercial vessels of 20 tons Grt and over (approx. 50ft) per tonne per day	0.26	0.30	14.29%
period of seven days and 80% for any subsequent periods of seven days.			
Season Tickets per boat	86.52	88.70	2.52%
Slipways			
Painting, repairs etc. daily rate			
Under 30ft	15.96	16.40	2.76%
30ft - 40ft	22.68	23.20	2.29%
40ft - 45ft	34.07	34.90	2.44%
Launching (launch and haul out)			
under 30ft	13.55	13.90	2.62%
30ft to under 40ft	15.75	16.10	2.22%
40ft to under 45 ft	39.47	40.50	2.60%

Front Line Services
Waste Services

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	2011/2012	Proposed 2012/2013	% Increase
Bulky Collection			
Collection within two working days	27.00	30.00	11.11%
One free collection of three items in any twelve month period.			
Subsequent collections to be charged at:	N/A	17.50	N/A
Public Conveniences			
Access Key to Disabled Persons' Convenience	4.50	4.60	2.22%
Highway Group			
Vehicle crossings			
New / extended crossings (using Term Contractor)	123.25	127.00	3.04%
New / extended crossings (using Private Contractor)	157.50	162.00	2.86%
Charge for TMA notices - Per Notice	3.75	4.00	6.67%
Charge for service plans - Per Site	35.00	36.00	2.86%
Checking legality of crossings	47.25	127.00	168.78%
Street Naming and numbering Charges			
Charge to Developer for Amending Plans previously Named and Numbered and re-sending out again - Per Building	50.00	52.00	4.00%
Charge for Amending a Road Name, i.e. request by local residents etc	562.40	577.00	2.60%
Charge for Registering a New House or Building	56.30	58.00	3.02%
Charge for Registering upto 4 Buildings/Properties	168.75	173.00	2.52%
Charge for Registering upto 30 Buildings/Properties	281.20	288.00	2.42%
Charge for Registering upto 50 Buildings/Properties	393.75	404.00	2.60%
Charge for Registering upto 60 Buildings/Properties	506.10	520.00	2.75%
Charge for Registering upto 60 or more Buildings/Properties	618.70	635.00	2.63%
Charge for Amending a House Name/Building Name	56.30	58.00	3.02%
Charge for Amending a House Number	56.30	58.00	3.02%
Charge for Amending Property Details, i.e. a House becoming x no of Flats - Per Flat	50.00	52.00	4.00%
Charge for registering a Hotel	168.75	173.00	2.52%
Charge for Historical Information, i.e. enquiries from Solicitors etc	224.95	230.00	2.24%

REGENERATION, COMMUNITY & CULTURE DIRECTORATE
Front Line Services
Community Safety & Enforcement

	2011/2012	Proposed 2012/2013	% Increase
Environmental Health			
Per basic enquiry (inclusive of VAT)	150.00	150.00	0.00%
Additional information enquiry - per hour (inclusive of VAT)	41.50	42.50	2.41%
Administration Charge - per hour (inclusive of VAT)	41.50	42.50	2.41%
Unfit Food			
Examination of Food and the issue of Certificates for voluntary surrender	159.70	163.70	2.50%
Officer time per hour over and above the first two hours disposal of unfit food - transportation and tipping charges	41.50	42.50	2.41%
Food Hygiene			
- Basic 6 hour course - Per Person	57.75	59.20	2.51%
- Advanced 40 hour course - Per Person (min 6 persons)	552.20	566.00	2.50%
Basic Health & Safety Course - Per Person	98.95	101.40	2.48%
Issue of export certificate	105.75	108.40	2.51%
Register of Food Premises			
Charge per Statement (including VAT)	174.30	178.70	2.52%
Individual Proprietor of Business concerned			
Another enforcement agency - individual or complete	33.70	34.50	2.37%
Other applicants - per page up to a maximum of 10	39.40	40.40	2.54%
Any applicant requiring 'single use' type - per page	1968.30	2017.50	2.50%
Any applicant requiring the complete Register			
Pest Control			
Residential treatments without concessions - Mice	40.00	45.00	12.50%
Residential treatments without concessions - Wasps	40.00	45.00	12.50%
Residential treatments without concessions - Fleas	40.00	50.00	25.00%
Commercial treatments - Priced on individual situation by survey			
Licensing			
Skin Piercing	248.85	255.10	2.51%
Animal Boarding Establishments	268.80	275.50	2.49%
Dog Breeding Establishments	112.35	115.20	2.54%
Dangerous Wild Animals - to be based on officer time and any external expertise needed.			
Pet Shops	186.90	191.60	2.51%
Pet Shops - Fish only	98.70	101.20	2.53%
Riding Establishments	372.75	382.10	2.51%
Amendment/Replacement of a licence or certificate	41.50	42.50	2.41%
Safer Communities			
Fees for collection and care of stray dogs. £25 Statutory Charge + £17.00 admin charge. In addition to this the kennel charges £10 for first day and £6 thereafter. Out of Hours the Kennel places a surcharge of £16.00 onto the costs. Vet fees will also be added by the kennels	41.00	42.00	2.44%

Travel Safety

Accident Data Searches:

	2011/2012	Proposed 2012/2013	% Increase
1 junction - 36 months	47.00	48.20	2.55%
1 junction - 60 months	51.00	52.30	2.55%
2 junctions - 36 months	68.00	69.70	2.50%
2 junctions - 60 months	75.00	76.90	2.53%
3 junctions - 36 months	90.00	92.30	2.56%
3 junctions - 60 months	97.00	99.40	2.47%
4 junctions - 36 months	110.00	112.80	2.55%
4 junctions - 60 months	120.00	123.00	2.50%
5 junctions - 36 months	130.00	133.30	2.54%
5 junctions - 60 months	145.00	148.60	2.48%
6 junctions - 36 months	152.00	155.80	2.50%
6 junctions - 60 months	168.00	172.20	2.50%
7 junctions - 36 months	175.00	179.40	2.51%
7 junctions - 60 months	190.00	194.80	2.53%
8 junctions - 36 months	195.00	199.90	2.51%
8 junctions - 60 months	215.00	220.40	2.51%
9 junctions - 36 months	216.00	221.40	2.50%
9 junctions - 60 months	238.00	244.00	2.52%
10 junctions - 36 months	238.00	244.00	2.52%
10 junctions - 60 months	261.00	267.50	2.49%
11 junctions - 36 months	257.00	263.40	2.49%
11 junctions - 60 months	290.00	297.30	2.52%
12 junctions - 36 months	280.00	287.00	2.50%
12 junctions - 60 months	306.00	313.70	2.52%
13 junctions - 36 months	302.00	309.60	2.52%
13 junctions - 60 months	330.00	338.30	2.52%
14 junctions - 36 months	323.00	331.10	2.51%
14 junctions - 60 months	355.00	363.90	2.51%
15 junctions - 36 months	343.00	351.60	2.51%
15 junctions - 60 months	378.00	387.50	2.51%
16 junctions - 36 months	367.00	376.20	2.51%
16 junctions - 60 months	400.00	410.00	2.50%
17 junctions - 36 months	385.00	394.60	2.49%
17 junctions - 60 months	422.00	432.60	2.51%
18 junctions - 36 months	405.00	415.10	2.49%
18 junctions - 60 months	447.00	458.20	2.51%
19 junctions - 36 months	428.00	438.70	2.50%
19 junctions - 60 months	472.00	483.80	2.50%
20 junctions - 36 months	452.00	463.30	2.50%
20 junctions - 60 months	496.00	508.40	2.50%
21 junctions - 36 months	471.00	482.80	2.51%
21 junctions - 60 months	521.00	534.00	2.50%
22 junctions - 36 months	490.00	502.30	2.51%
22 junctions - 60 months	546.00	559.70	2.51%
23 junctions - 36 months	515.00	527.90	2.50%
23 junctions - 60 months	565.00	579.10	2.50%
24 junctions - 36 months	535.00	548.40	2.50%
24 junctions - 60 months	590.00	604.80	2.51%
25 junctions - 36 months	560.00	574.00	2.50%
25 junctions - 60 months	615.00	630.40	2.50%
26 junctions + will be priced based on the application received			

REGENERATION, COMMUNITY & CULTURE DIRECTORATE

**Front Line Services
Traffic Management**

	2011/2012	Proposed 2012/2013	% Increase
Disabled Parking Bays	36.00	36.90	2.50%
Scaffold/Hoarding Licence			
Processing and first inspection	85.00	87.10	2.47%
Subsequent inspections	45.00	46.10	2.44%
Keep Clear markings	30.00	30.80	2.67%
Removal of unauthorised signs (per sign)	75.00	76.90	2.53%
Miscellaneous			
Skip licence (first 14 days)	35.00	35.90	2.57%
Skip licence (next 14 days)	15.00	15.40	2.67%
Building Material licences	50.00	51.30	2.60%
Temporary Traffic sign permit / site approval:			
Weekday core time (8am - 6pm)	115.00	117.90	2.52%
Weekdays outside Core time	170.00	174.30	2.53%
Weekends	225.00	230.60	2.49%
Table and Chairs permit	28.00	28.70	2.50%
Manual Traffic Counts (survey results)	Individually assessed		
Automatic Traffic Counts (survey Results)	Individually assessed		
Licence for private Service in the Highway	136.50	139.90	2.49%
Temporary road closures			
Emergency Closures 14(2)	813.75	834.10	2.50%
Planned closures 14(1)	1050.00	1076.30	2.50%
Road closures for events	Individually assessed		

**Front Line Services
Parking (Excluding Pay and Display)**

Permit Type	2011/2012	Proposed 2012/2013	% Increase
Resident	25.00	26.00	4.00%
Visitor	28.00	29.00	3.57%
Daily visitor vouchers each	0.60	0.60	0.00%
Season Ticket Medway Residents	454.00	465.00	2.42%
Season Ticket Medway Residents Quarterly	132.00	135.00	2.27%
Season Ticket Non Medway Resident	520.00	533.00	2.50%
Season Ticket Non Medway Resident Quarterly	142.00	146.00	2.82%
Shoppers Season Ticket	498.00	511.00	2.61%
Shoppers Season Ticket Quarterly	142.00	146.00	2.82%
Single Car Park	347.00	360.00	3.75%
Cared for Permit (Individual)	15.00	16.00	6.67%
Business	126.00	129.00	2.38%
Special Business	126.00	129.00	2.38%
Late Night	28.00	29.00	3.57%
Worship Permit	28.00	29.00	3.57%
Jezreels	76.00	78.00	2.63%
Dispensations per day	3.50	3.60	2.86%
Suspended Bays per bay per day	17.00	18.00	5.88%
Social Care Permit	28.00	29.00	3.57%
Special Social Care Permit	53.00	54.00	1.89%
Blue Badge application fee administration charge per badge	0.00	10.00	new

Traffic Management Act 2004 - Notification of Penalty Charge Notice Rates

Full charge PCN Serious Offences	70	70
Full charge PCN Less Serious Offences	50	50
Reduced rate (if paid within 14 days) Serious Offences	35	35
Reduced rate (if paid within 14 days) Less Serious Offences	25	25

Transport Act 2000 - Notification of Penalty Charge Notice Rates

Bus Lane Enforcement - paid within 14 days	30	30
Bus Lane Enforcement - paid after 14 days	60	60

**REGENERATION, COMMUNITY & CULTURE DIRECTORATE
LIFELINE**

	Weekly Cost 2011/12	Annual Cost 2011/12	Proposed Weekly Cost 2012/13	Proposed Annual Cost 2012/13	Weekly % Increase	Annual % Increase
	£	£	£	£	% Increase	% Increase
Lifeline 4000+ R.A.T	4.96	258.09	5.10	265.20	2.75%	2.75%
Hub (LL Connect+ incl Pe	3.86	200.76	4.00	208.00	3.61%	3.61%
Hub (400 incl Pendant)	3.86	200.76	4.00	208.00	3.61%	3.61%
Pendant (Additional or Bo	0.63	32.76	0.65	33.80	3.17%	3.17%
Pull Cord	0.72	37.28	0.75	39.00	4.63%	4.63%
Smoke	0.65	33.86	0.70	36.40	7.49%	7.49%
Flood	0.81	42.00	0.85	44.20	5.24%	5.24%
Heat Extremes	0.71	36.75	0.75	39.00	6.12%	6.12%
Tim Unit Plus 1 Pad	1.89	98.18	1.90	98.80	0.64%	0.64%
TIM Units	0.97	50.40	1.00	52.00	3.17%	3.17%
Tim Unit Plus 2 Pads	2.82	146.79	2.90	150.80	2.73%	2.73%
Wander System	1.84	95.81	1.90	98.80	3.12%	3.12%
Enuresis	1.22	63.63	1.25	65.00	2.15%	2.15%
Fall	0.87	45.36	0.90	46.80	3.17%	3.17%
Medication Dispenser	1.19	61.95	1.25	65.00	4.92%	4.92%
PIR	0.66	34.44	0.70	36.40	5.69%	5.69%
Natural Gas & Universal F	1.92	99.75	2.00	104.00	4.26%	4.26%
CO Detector	0.93	48.20	0.95	49.40	2.50%	2.50%
Chair Occupancy	1.50	78.01	1.55	80.60	3.32%	3.32%
Chair Pad	0.86	44.73	0.90	46.80	4.63%	4.63%
Epilepsy Sensor	2.25	117.02	2.30	119.60	2.20%	2.20%
X-10 Master	0.72	37.28	0.75	39.00	4.63%	4.63%
X-10 Slave	0.57	29.82	0.60	31.20	4.63%	4.63%
X-10 Dimmer	0.62	32.13	0.65	33.80	5.20%	5.20%
X-10 Wall	0.62	32.13	0.65	33.80	5.20%	5.20%
Universal sensor	1.06	55.07	1.10	57.20	3.87%	3.87%
Optional Bogus Caller Bu	0.64	33.29	0.70	36.40	9.36%	9.36%
Radio Output Module	0.74	38.43	0.80	41.60	8.24%	8.24%
PDA Blue Tooth Program	2.08	108.42	2.10	109.20	0.72%	0.72%
GSM Transceiver	4.03	209.37	4.10	213.20	1.83%	1.83%
Pillow Pad	0.95	49.35	1.00	52.00	5.37%	5.37%
Installation	-	22.05		22.60		2.50%

Car Parks - Proposed Prices 2012/2013 Pay and Display

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Chatham Short Stay - Includes: James Street, Rhode Street, Sir John Hawkins, The Paddock, Globe Lane, Medway Street and Church Street

Existing Tariff Band	Existing Prices	Proposed Prices	Change
0-1	70p	80p	14.3%
1-2	110p	120p	9.1%
2-3	120p	130p	8.3%
3-4	130p	140p	7.7%
4-5	140p	150p	7.1%
5+	500p	510p	2.0%

Chatham Long Stay - Includes: Riverside, Whiffens Avenue, Queen Street, Slicketts Hill, Union Street, Union Place, Upper Mount, Old Road, Town Hall & Market Hall.

Existing Tariff Band	Existing Prices	Proposed Prices	Change
0-1	70p	80p	14%
1-2	110p	120p	9%
2-4	130p	140p	8%
4-6	170p	180p	6%
6-8	250p	260p	4%
8+	320p	330p	3%

Rochester Short Stay - Includes: Blue Boar Lane, Cathedral, Almon Place & Boley Hill

Existing Tariff Band	Existing Prices	Proposed Prices	Change
0-1	50p	60p	20%
1-2	100p	110p	10%
2-4	120p	130p	8%
4-5	130p	140p	8%

Car Parks - Proposed Prices 2012/2013 Pay and Display

Rochester / Strood Long Stay - Includes High Street 1, High Street 2, Berkeley House, Easons Yard, King Street, Union Street, Corporation St, The Common, Commercial Rd & Temple St, Civic Centre (Proposed).

Existing Tariff Band	Existing Prices	Proposed Prices	Change
0-0.5	30p	40p	33%
0-1	50p	60p	20%
1-2	100p	110p	10%
2-4	120p	130p	8%
4-6	150p	160p	7%
6-8	240p	250p	4%
8+	310p	320p	3%

Gillingham Short Stay - Includes: Balmoral Gardens, Britton Street & Britton Farm

Existing Tariff Band	Existing Prices	Proposed Prices	Change
0-1	50p	60p	20%
1-2	100p	110p	10%
2-3	110p	120p	9%
3-4	120p	130p	8%

Gillingham Short Stay - Includes: Jeffrey Street & Littlewoods

Existing Tariff Band	Existing Prices	Proposed Prices	Change
0-0.5	30p	40p	33%
0-1	50p	60p	20%
1-2	100p	110p	10%

Specials - Includes: Croneens, Eason's Yard & Grove Rd.

Tariff Band	Existing Prices	Proposed Prices	Change
0-1	50p	60p	20%
1-2	100p	110p	10%
2-4	120p	130p	8%
4-6	150p	160p	7%
8+ 6+ 2 day ticket	230p 460p	240p 470p	4% 2%

Car Parks - Proposed Prices 2012/2013 Pay and Display

Rainham Short Stay - Includes: Longley Road & Cricketers

Tariff Band	Existing Prices	Proposed Prices	Change
0-0.5	30p	40p	33%
0-1	50p	60p	20%
1-2	90p	100p	11%
2-4	100p	110p	10%

Rainham Long Stay - Includes: Station Road & Birling Avenue

Tariff Band	Existing Prices	Proposed Prices	Change
0-1	50p	60p	20%
1-2	100p	110p	10%
2-4	120p	130p	8%
4-6	150p	160p	7%
6-8	240p	250p	4%
8+	310p	320p	3%
2 Days	620p	630p	2%

Nelson Terrace

Tariff Band	Existing Prices	Proposed Prices	Change
0-1	10p	20p	100%
1-2	20p	30p	50%
2-4	100p	110p	10%
4-5	140p	150p	7%
5+	500p	510p	2%

Medway Park

Tariff Band	Existing Prices	Proposed Prices	Change
0-1	60p	70p	17%
1-2	90p	100p	11%
2-4	120p	130p	8%
4-6	150p	160p	7%
6-8	240p	250p	4%
8+	280p	290p	4%

Car Parks - Proposed Prices 2012/2013 Pay and Display
THE BROOK MULTI STOREY

Tariff Band	Existing Prices	Proposed Prices	Change
0-1	70p	80p	14%
1-2	110p	120p	9%
2-3	120p	130p	8%
3-4	130p	140p	8%
4-5	150p	160p	7%
5+	500p	510p	2%
Lost Ticket	500p	510p	2%

MARKET HALL MULTI STOREY

Tariff Band	Existing Prices	Proposed Prices	Change
0-1	60p	70p	17%
1-2	100p	110p	10%
2-4	110p	120p	9%
4-6	130p	140p	8%
6-8	210p	220p	5%
8+	290p	300p	3%
Lost Ticket	290p	300p	3%

ON STREET - Rochester, Strood and Gillingham

Tariff Band	Existing Prices	Proposed Prices	Change
0-1	60p	70p	17%
1-2	90p	100p	11%
2-4	120p	130p	8%
4-6	150p	160p	7%
6-8	240p	250p	4%
8+	280p	290p	4%

ON STREET - Chatham

Tariff Band	Existing Prices	Proposed Prices	Change
0-1	80p	90p	13%
1-2	100p	110p	10%
2-4	130p	140p	8%
4-6	160p	170p	6%
6-8	250p	260p	4%
8+	290p	300p	3%

REGENERATION, COMMUNITY AND CULTURE

DEVELOPMENT, ECONOMY AND TRANSPORT

DEVELOPMENT MANAGEMENT

VAT to be added where applicable

	Fee 2011/2012 £	Proposed Fee 2012/2013 £	% Increase
Weekly list of applications	146.10	149.80	2.5%
Photocopying (per page)	0.10	0.10	0.0%
Plan copying (A0 per plan)	12.60	12.90	2.4%
Plan copying (A1 per plan)	6.30	6.50	3.2%
Plan copying (A2 per plan)	3.20	3.30	3.1%
Plan copying (A3 per plan)	1.60	1.60	0.0%
Plan copying (A4 per plan)	0.80	0.80	0.0%
Ordinance Survey site locations plans of 6 A4 block plan scale 1:500	26.30	27.00	2.7%
Ordinance Survey site locations plans of 6 A4 site plan scale 1:1250	26.30	27.00	2.7%
Ordinance Survey site locations plans of 6 A4 site plan scale 1:250	52.50	53.80	2.5%
Decision notices (copies of per page plus postage & packing)	0.10	0.10	0.0%
Section 106 agreements (copies of per page plus postage & packing)	0.10	0.10	0.0%
Research for private property sales/purchases (up to one hour)	28.10	28.80	2.5%
Research for private property sales/purchases (per hour thereafter)	28.10	28.80	2.5%
Search of adjoining land/property up to 200m - Research fee plus £37.10 for adjoining area	37.10	38.00	2.4%

REGENERATION, COMMUNITY AND CULTURE

DEVELOPMENT, ECONOMY AND TRANSPORT

DEVELOPMENT MANAGEMENT

VAT to be added where applicable

Pre Application

Major Developments

Pre-application meeting including pre meeting research, with follow up written advice

Written advice only

Hourly rates: Assistant Director

Hourly rates: Head of Service

Hourly rates: Group Manager / Principal Planner

Hourly rates: Senior Planner / Senior Arboriculture Officer

Hourly rates: EHO / Highways Officer / Conservation Officer

Hourly rates: Planners

Charge for pre application site visits

Charge for Presentations to Members

Minor Developments

Written Advice only

Meeting at Council office plus follow up letter - adjacent fee plus hourly charge for office time (as set out above)

Meeting on site plus follow up letter

Meeting on site only

Other Developments

Written Advice only

Meeting at Council office plus follow up letter - adjacent fee plus hourly charge for office time (as set out above)

Meeting on site plus follow up letter

Meeting on site only

	Fee 2011/2012 £	Proposed Fee 2012/2013 £	% Increase
	936.00	959.40	2.5%
	702.00	719.60	2.5%
	104.00	106.60	2.5%
	88.40	90.60	2.5%
	78.00	80.00	2.6%
	67.60	69.30	2.5%
	62.40	64.00	2.6%
	52.00	53.30	2.5%
	100.00	102.50	2.5%
	500.00	512.50	2.5%
	100.00	102.50	2.5%
	100.00	102.50	2.5%
	200.00	205.00	2.5%
	100.00	102.50	2.5%
	50.00	51.30	2.6%
	50.00	51.30	2.6%
	150.00	153.80	2.5%
	100.00	102.50	2.5%

REGENERATION, COMMUNITY AND CULTURE

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DEVELOPMENT, ECONOMY AND TRANSPORT

ECONOMIC DEVELOPMENT

Innovation Centre Medway
VAT to be added where applicable

Room Hire

NB: Rates for all rooms negotiable for introductory, long-term and regular bookings

Charity and Public Sector

Darwin Room (per hour)	34.10	35.00
Darwin Room (per half day - 4 hours)	131.30	134.60
Darwin Room (per day - 8 hours)	210.00	215.30
G3 Room (per hour)		24.20
G3 Room (per half day - 4 hours)		94.20
G3 Room (per day - 8 hours)		134.60
G5 Room (per hour)		10.80
G5 Room (per half day - 4 hours)		43.10
G5 Room (per day - 8 hours)		86.10

Non-Tenants

Darwin Room - per hour	68.30	70.00
Darwin Room (per half day - 4 hours)	262.50	269.10
Darwin Room (per day - 8 hours)	420.00	430.50
G3 Room (per hour)		48.50
G3 Room (per half day - 4 hours)		188.40
G3 Room (per day - 8 hours)		269.10
G5 Room (per hour)		48.50
G5 Room (per half day - 4 hours)		188.40
G5 Room (per day - 8 hours)		269.10

Data Centre

Internal Tenants

Data Centre space (per "U" of space per month)	10.50	10.80
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REGENERATION, COMMUNITY AND CULTURE

DEVELOPMENT, ECONOMY AND TRANSPORT

ECONOMIC DEVELOPMENT

Innovation Centre Medway

VAT to be added where applicable

	Fee 2011/2012	Proposed Fee 2012/2013
Data Centre space (per half rack of space per month)	236.30	242.20
Data Centre space (per 1 rack of space per month)	367.50	376.70
Data Centre power (per KWh per month)	0.14	0.14
Data Centre single internet (per TB transfer per month)	15.80	16.20
Data Centre dual internet (per TB transfer per month)	26.30	27.00
Data Centre single ip address set up fee	1.10	1.10

Non-Tenants

Data Centre space (per "U" of space per month)	15.80	16.20
Data Centre space (per half rack of space per month)	262.50	269.10
Data Centre space (per 1 rack of space per month)	420.00	430.50
Data Centre power (per KWh per month)	0.14	0.14
Data Centre single internet (per TB transfer per month)	15.80	16.20
Data Centre dual internet (per TB transfer per month)	26.30	27.00
Data Centre single ip address set up fee	1.10	1.10

Other Charges

Office set up fee	78.80	80.80
Floor box moving fee - per box	105.00	20.00
Internet per TB transfer per month	26.25	26.90
Franking per Royal Mail charges		
Printing/copying per copy black and white	0.03	0.03
Printing/copying per copy colour	0.06	0.06
Telephone hire per handset per month	21.00	21.50
Telephone calls Local per minute	0.03	0.03
Telephone calls National per minute	0.06	0.06
Telephone calls International to be charged at standard tariff from supplier		

REGENERATION, COMMUNITY AND CULTURE

DEVELOPMENT, ECONOMY AND TRANSPORT

INTEGRATED TRANSPORT

Subsidised Bus Services

	Fee 2011/2012 £	Proposed Fee 2012/2013	% Increase
Bus Contract Deductions for Administration (per hour)	105.00	107.60	2.5%
Yellow Bus Fares - charge for one term - to come into effect for the new academic year	39.00	40.80	4.6%
Yellow Bus Fares - charge for two terms - to come into effect for the new academic year	75.00	78.40	4.5%
Yellow Bus Fares - charge for one year - to come into effect for the new academic year	216.00	224.00	3.7%

Concessionary Fares

Application fee for young persons half fare bus pass. 2011 fee to come into effect July 2011 for new academic year	5.50	5.60	1.8%
Replacement of lost bus pass - elderly and disabled persons concession (no charge if crime number given)	5.50	5.60	1.8%
Replacement of lost bus pass - young persons half fare concession (no charge if crime number given). 2011 fee to come into effect July 2011 for new academic year	5.50	5.60	1.8%

Local Transport Plan

Information from existing automatic traffic count (per site)	43.30	44.40	2.5%
Information from existing manual traffic count (per site)	129.80	133.00	2.5%

REGENERATION, COMMUNITY AND CULTURE

DEVELOPMENT, ECONOMY AND TRANSPORT

SOCIAL REGENERATION

Community Centres

NB: Rates for all rooms negotiable for long-term/regular bookings

Hook Meadow Main Hall

Bank holidays, New Year's Eve & Christmas on application

	Fee £	2011/2012 £	Proposed Fee £	2012/2013 £	% Increase
Hall hire Monday to Friday day (per hour)	17.90		18.30		2.2%
Hall hire Monday to Friday evening (per hour)	39.00		26.10		-33.1%
Hall hire Monday to Friday after midnight (per hour)	63.30		42.40		-33.0%
Hall hire Saturday & Sunday day (per hour)	30.20		20.20		-33.1%
Hall hire Saturday & Sunday evening (per hour)	54.10		36.20		-33.1%
Hall hire Saturday & Sunday after midnight (per hour)	77.90		52.20		-33.0%
Large Kitchen day (per booking)	43.80		29.30		-33.1%
Large Kitchen evening (per booking)	43.80		29.30		-33.1%
Small Kitchen day (per booking)	20.10		13.50		-32.8%
Small Kitchen evening (per booking)	21.60		14.50		-32.9%

Hook Meadow Large Room

Weddings & functions room hire only

Room hire Monday to Friday day (per hour)	11.90		12.20		2.5%
Room hire Monday to Friday evening (per hour)	20.60		13.80		-33.0%
Room hire Monday to Friday after midnight (per hour)	44.80		30.00		-33.0%
Room hire Saturday & Sunday day (per hour)	17.30		11.60		-32.9%
Room hire Saturday & Sunday evening (per hour)	33.00		22.10		-33.0%
Room hire Saturday & Sunday after midnight (per hour)	55.10		36.90		-33.0%

Hook Meadow Small Room

Room hire only

Room hire Monday to Friday day (per hour)	7.60		6.10		-19.7%
Room hire Monday to Friday evening (per hour)	7.60		6.50		-14.5%
Room hire Monday to Friday after midnight (per hour)	30.20		24.20		-19.9%
Room hire Saturday & Sunday day (per hour)	13.50		10.80		-20.0%
Room hire Saturday & Sunday evening (per hour)	13.50		11.50		-14.8%
Room hire Saturday & Sunday after midnight (per hour)	36.80		29.40		-20.1%
Computer Suite day or evening (per hour)	12.10		10.30		-14.9%

REGENERATION, COMMUNITY AND CULTURE

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DEVELOPMENT, ECONOMY AND TRANSPORT

SOCIAL REGENERATION

Community Centres

NB: Rates for all rooms negotiable for long-term/regular bookings

Woodside Main Hall

Bank Holidays, New Year's Eve & Christmas On Application

Hall hire Monday to Friday day (per hour)

Hall hire Monday to Friday evening (per hour)

Hall hire Monday to Friday after midnight (per hour)

Hall hire Saturday & Sunday day (per hour)

Hall hire Saturday & Sunday evening (per hour)

Hall hire Saturday & Sunday after midnight (per hour)

Kitchen day (per booking)

Kitchen evening (per booking)

One To One Room hire day or evening (per hour)

Computer Suite day or evening (per hour)

White Road

Main Hall hire day or evening (per hour)

Family Room hire day or evening (per hour)

One To One Room hire day or evening (per hour)

Chattenden Main Community Building

Main Hall hire Monday to Friday day or evening (per hour)

Main Hall hire Saturday & Sunday day (per hour)

Main Hall hire Saturday & Sunday evening (per hour)

Creche hire day or evening (per hour)

One to One Room day or evening (per hour)

Computer Suite day or evening (per hour)

Chattenden Large Hall

Hall hire Monday to Friday day or evening (per hour)

Hall hire Saturday & Sunday day (per hour)

Hall hire Saturday & Sunday evening (per hour)

End Hall hire day or evening (per hour)

Back Office hire day or evening (per hour)

	Fee £	2011/2012 £	Proposed Fee £	2012/2013 £	% Increase
Hall hire Monday to Friday day (per hour)	17.90	17.90	13.40	13.40	-25.1%
Hall hire Monday to Friday evening (per hour)	39.00	39.00	26.10	26.10	-33.1%
Hall hire Monday to Friday after midnight (per hour)	63.30	63.30	42.40	42.40	-33.0%
Hall hire Saturday & Sunday day (per hour)	30.20	30.20	20.20	20.20	-33.1%
Hall hire Saturday & Sunday evening (per hour)	54.10	54.10	36.20	36.20	-33.1%
Hall hire Saturday & Sunday after midnight (per hour)	77.90	77.90	52.20	52.20	-33.0%
Kitchen day (per booking)	20.10	20.10	13.50	13.50	-32.8%
Kitchen evening (per booking)	21.60	21.60	14.50	14.50	-32.9%
One To One Room hire day or evening (per hour)	12.10	12.10	9.10	9.10	-24.8%
Computer Suite day or evening (per hour)	12.10	12.10	9.10	9.10	-24.8%
White Road					
Main Hall hire day or evening (per hour)	17.90	17.90	13.40	13.40	-25.1%
Family Room hire day or evening (per hour)	13.70	13.70	10.30	10.30	-24.8%
One To One Room hire day or evening (per hour)	12.10	12.10	9.10	9.10	-24.8%
Chattenden Main Community Building					
Main Hall hire Monday to Friday day or evening (per hour)	17.90	17.90	18.30	18.30	2.2%
Main Hall hire Saturday & Sunday day (per hour)	17.90	17.90	19.70	19.70	10.1%
Main Hall hire Saturday & Sunday evening (per hour)	17.90	17.90	21.50	21.50	20.1%
Creche hire day or evening (per hour)	12.10	12.10	12.40	12.40	2.5%
One to One Room day or evening (per hour)	12.10	12.10	12.40	12.40	2.5%
Computer Suite day or evening (per hour)	12.10	12.10	12.40	12.40	2.5%
Chattenden Large Hall					
Hall hire Monday to Friday day or evening (per hour)	22.10	22.10	22.70	22.70	2.7%
Hall hire Saturday & Sunday day (per hour)	22.10	22.10	24.30	24.30	10.0%
Hall hire Saturday & Sunday evening (per hour)	22.10	22.10	26.50	26.50	19.9%
End Hall hire day or evening (per hour)	12.10	12.10	12.40	12.40	2.5%
Back Office hire day or evening (per hour)	12.10	12.10	12.40	12.40	2.5%

REGENERATION, COMMUNITY & CULTURE DIRECTORATE

All fees and charges with the exception of allotment income have been rounded to the nearest 0.10p

MEDWAY PARK

Membership Fees - 1 years membership

	Fee 2011/2012 £	Proposed Fee 2012/2013 £	Percentage Increase 2012/2013 %
Adult Individual	36.50	37.40	2.47%
Family	52.00	53.30	2.50%
Jnr	18.90	19.40	2.65%
Senior	18.90	19.40	2.65%

Day Membership Admission Fee

Adult	1.60	1.60	0.00%
Jnr	1.10	1.20	9.09%
Senior	1.10	1.20	9.09%

Wet Side / Swimming

Adult	2.70	2.80	3.70%
Jnr	1.80	1.80	0.00%
Senior	1.80	1.80	0.00%
3 to 5 years (Children under 3 years of age admitted free of charge)	1.20	1.20	0.00%

School Swim

	2.00	2.00	0.00%
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Swimming Courses

<i>Members</i>			
Adult	43.50	43.50	0.00%
Jnr/Senior	34.00	34.00	0.00%
Mother & Baby	26.80	26.80	0.00%
<i>Non-Members</i>			
Adult	41.50	41.50	0.00%
Jnr/Senior	39.70	39.70	0.00%
Mother & Baby	32.20	32.20	0.00%

Hire of Pool (per hour)

Large Pool	73.90	75.70	2.44%
Training Pool	30.90	31.70	2.59%
Diving Pool	25.80	26.50	2.71%
All Pools	130.50	133.80	2.53%
Gala (including timing)	360.50	369.50	2.50%
Gala hourly rate (including timing)	139.10	142.60	2.52%

MEDWAY PARK

General Recreation (2 hours)

Junior - coaching (depending on activity) from £1.90 to £3.20

Fitness Classes
Schools charge, per session any activity

Hire of Equipment

Racquets
Table Tennis Bats
Footballs/Netballs

Lettings

Main Hall - full - NEW HALL
Main Hall - One Third
Main Hall - 2 Thirds

CONFERENCE ROOM

Per Hour
Per Half Day
Per Day

Commercial Hirings and Community

Events - Fees to be negotiated individually, using the following basic charges

New Main Hall - full - per day
Including event package of Scoreboards, PA, Stage, Bleacher Seating, Signage, Tables and Chairs and dedicated event manager

New Main Hall - full - per day
without event package

Squash - 40 minutes
Badminton - per hour

Echoes Gym Non Member Casual

Dance Studios

Hourly rate per studio

Athletics Track

Clubs per hour
Schools per hour
Floodlights per hour
Football Pitch per Match (Adults)
Football Pitch per Match (Junior/60+)

	Fee 2011/2012 £	Fee 2012/2013 £	Percentage Increase 2012/2013 %	Off Peak 2011/2012 £	Proposed Off Peak 2012/2013 £	Percentage Increase 2012/2013 %
General Recreation (2 hours)	4.90	5.00	2.04%			
Junior - coaching (depending on activity) from £1.90 to £3.20	2.80	2.90	3.57%			
Fitness Classes	2.30	2.35	2.17%			
Schools charge, per session any activity	3.70	3.80	2.70%			
	5.10	5.25	2.94%			
	2.10	2.20	4.76%			
Hire of Equipment						
Racquets	2.20	2.30	4.55%			
Table Tennis Bats	1.30	1.40	7.69%			
Footballs/Netballs	2.80	2.90	3.57%			
Lettings						
Main Hall - full - NEW HALL	161.70	165.70	2.47%	140.10	143.60	2.50%
Main Hall - One Third	54.10	55.50	2.59%	44.80	45.90	2.46%
Main Hall - 2 Thirds	108.20	110.90	2.50%	89.60	91.90	2.57%
CONFERENCE ROOM						
Per Hour	15.50	15.90	2.58%			
Per Half Day	51.50	52.80	2.52%			
Per Day	82.40	84.50	2.55%			
Commercial Hirings and Community						
Events - Fees to be negotiated individually, using the following basic charges	£	£	%	£	£	%
New Main Hall - full - per day Including event package of Scoreboards, PA, Stage, Bleacher Seating, Signage, Tables and Chairs and dedicated event manager	2,575.00	2,640.00	2.52%			
New Main Hall - full - per day without event package	1,545.00	1,585.00	2.59%			
Squash - 40 minutes	6.40	6.50	1.56%	5.10	5.20	1.96%
Badminton - per hour	7.40	7.60	2.70%	5.70	5.85	2.63%
Echoes Gym Non Member Casual	5.90	6.10	3.39%	5.60	5.80	3.57%
Dance Studios						
Hourly rate per studio	36.10	37.00	2.49%			
Athletics Track						
Clubs per hour	46.40	47.50	2.37%			
Schools per hour	36.10	37.00	2.49%			
Floodlights per hour	15.50	15.90	2.58%			
Football Pitch per Match (Adults)	77.30	79.20	2.46%			
Football Pitch per Match (Junior/60+)	72.10	73.90	2.50%			

SPLASHES

	Fee 2011/2012 £	Proposed Fee 2012/2013 £	Percentage Increase 2012/2013 %
Admissions			
Adult Swim	4.70	4.80	2.13%
Child Senior	4.10	4.20	2.44%
Family Swim Ticket	13.60	13.90	2.21%
Spectators	1.60	1.60	0.00%
Under Fives	1.10	1.20	9.09%
Under Threes (no charge)	0.00	0.00	0.00%
Group of 20+ Adults	4.20	4.30	2.38%
Group of 20+ Children	3.00	3.10	3.33%
Special Sessions			
Adult Swim	4.10	4.20	2.44%
Child/Oap/disab	3.10	3.20	3.23%
3 years to 5 Years	1.10	1.20	9.09%
Fins Club			
Annual Member	10.60	11.00	3.77%
Member	2.90	3.00	3.45%
School Swim			
With Instruction	1.90	2.00	5.26%
Without Instruction	2.20	2.30	4.55%
Swimming Lessons			
Child (6 weeks)	43.90	43.90	0.00%
Adult (8 weeks)	57.20	57.20	0.00%
Swim / Fitness Room	8.90	9.10	2.25%
Fitness Classes - member	4.60	4.70	2.17%
Parties			
Saturday Special	8.80	9.00	2.27%
Palm Tree	8.30	8.50	2.41%
Invitations	2.40	2.50	4.17%
Adults Swimming	2.90	2.90	0.00%

STRAND LEISURE PARK

Summer Season
Memberships - swimming pool

	Fee 2011/2012 £	Proposed Fee 2012/2013 £	Percentage Increase 2012/2013 %
Adult Individual	8.70	8.90	2.30%
Jnr/Senior	4.60	4.80	4.35%
Admissions			
Adult Member	2.60	2.70	3.85%
Adult Non Member	4.20	4.30	2.38%
Jnr/ Member	1.90	1.95	2.63%
Jnr/ Non Member	2.60	2.70	3.85%
Senior Member	1.90	1.95	2.63%
Senior Non Member	2.60	2.70	3.85%
Crazy Golf			
Adult	2.40	2.50	4.17%
Jnr	1.80	1.90	5.56%
Senior	1.80	1.90	5.56%
Family	5.20	5.30	1.92%
Club Deposit	1.60	1.70	6.25%
Ball Deposit	0.50	0.60	20.00%
Netball/5-a-side(per session)	16.90	17.30	2.37%
Par 3 Golf			
Adult 9 holes	5.70	5.80	1.75%
Jnr 9 holes	3.50	3.60	2.86%
Senior 9 holes	3.70	3.80	2.70%
Adult 18 holes	9.10	9.40	3.30%
Jnr 18 holes	6.80	7.00	2.94%
Senior 18 holes	7.00	7.20	2.86%
Tennis (per hour)			
Adult	2.90	3.00	3.45%
Jnr	1.60	1.65	3.12%
Senior	1.80	1.85	2.78%
Racquet Hire	2.00	2.00	0.00%
Ball Hire (2 balls)	2.00	2.10	5.00%
Ball Deposit	1.60	1.70	6.25%
Racquet Deposit	6.50	6.70	3.08%
Winter Membership			
Adult	80.90	83.00	2.60%
Jnr	52.40	54.00	3.05%
Senior	55.90	57.50	2.86%
Miniature Railway - per person	0.70	0.80	14.29%
Fun Castle - per person	0.70	0.80	14.29%

STIRLING CENTRE

Membership Fees

	Fee 2011/2012 £	Proposed Fee 2012/2013 £	Percentage Increase 2012/2013 %	Off Peak 2011/2012 £	Proposed Off Peak 2012/2013 £	Percentage Increase 2012/2013 %
Adult	36.50	37.40	2.47%			
Junior/Senior	18.90	19.40	2.65%			
Family	52.00	53.30	2.50%			
Day Membership	1.60	1.60	0.00%			
Day Membership Junior/Passport to Leisure	1.10	1.20	9.09%			
Replacement of Membership/Authority Card	3.00	3.00	0.00%			
One fifth hall per hour (Badminton, short tennis etc)						
Adult	7.40	7.60	2.70%	5.70	5.85	2.63%
Jnr/Passport to Leisure				2.70	2.75	1.85%
Four fifths hall per hour (5-a-side football, basketball etc)						
Adult	29.80	30.40	2.01%	22.50	23.40	4.00%
Jnr/Passport to Leisure				10.60	11.00	3.77%
Whole hall per hour (Netball, Hockey etc)						
Adult	37.20	38.00	2.15%	28.10	29.25	4.09%
Jnr/Passport to Leisure				13.30	13.75	3.38%
(Table tennis per hour)						
Adult	7.40	7.60	2.70%	5.70	5.85	2.63%
Jnr/Passport to Leisure				2.70	2.75	1.85%
Tennis per court - includes lights						
Adult	7.20	7.20	0.00%	5.30	5.30	0.00%
Jnr/Passport to Leisure				2.70	2.70	0.00%
Tennis same as badminton - includes lights						
Netball/5-a-side per court per hour						
Adult	28.60	29.50	3.15%	21.20	21.90	3.30%
Jnr/Passport to Leisure				10.90	11.20	2.75%
The same as 4 fifths of the hall includes lights						
Activities per session						
Aerobics and Popagility						
Adult	5.00	5.10	2.00%	4.50	4.60	2.22%
Jnr/Passport to Leisure				2.50	2.50	0.00%
Aerobo Tone (low impact)	3.70	3.80	2.70%			
Gym tots						
First child	2.60	2.65	1.92%	2.20	2.25	2.27%
Extra child	1.50	1.55	3.33%	1.20	1.25	4.17%
Play Sessions						
Whole sessions	2.90	2.95	1.72%	2.20	2.25	2.27%
Mini Tennis Sessions	3.60	3.65	1.39%			
Recreation Sessions						
Adult	3.20	3.30	3.12%	2.40	2.50	4.17%
Jnr/Passport to Leisure				1.70	1.75	2.94%
Fitness Gym - Adult	4.10	4.20	2.44%	3.10	3.20	3.23%
Room Hire - per hour	20.70	21.50	3.86%	20.70	21.50	3.86%
Fitness Testing	17.20	17.50	1.74%	17.20	17.30	0.58%
Function hire (bar) - set up per hour	23.30	24.00	3.00%			
function hire (bar) - per hour	39.80	41.00	3.02%			

**STROOD SPORTS CENTRE & HUNDRED OF HOO
SWIMMING POOL**

Dry Side

	Fee 2011/2012 £	Proposed Fee 2012/2013 £	Percentage Increase 2012/2013 %	Off Peak 2011/2012 £	Proposed Off Peak 2012/2013 £	Percentage Increase 2012/2013 %
Charges per hour						
Main Hall - Adult	45.00	46.10	2.44%	30.20	31.00	2.65%
Main Hall - Jnr/Passport to Leisure	22.60	23.20	2.65%	16.20	16.70	3.09%
Half Hall - Adult	7.40	7.60	2.70%	8.00	8.20	2.50%
Half Hall - Jnr/Passport to Leisure				5.60	5.75	2.68%
Badminton Court - Adult				2.60	2.70	3.85%
Badminton Court - Jnr/Pass. to Leisure						

Per Session etc

Recreation/Gymnastics - Adult	3.20	3.30	3.12%	2.40	2.50	4.17%
Jnr/Passport to Leisure	0.00	0.00		1.80	1.85	2.78%
Squash per 40 mins per ct 2Adult	6.30	6.50	3.17%	5.00	5.20	4.00%
Jnr/Passport to Leisure	0.00	0.00		2.60	2.65	1.92%
Equipment hire	2.10	2.20	4.76%	2.10	2.20	4.76%
Popagility/Aerobics - Adult	5.00	5.20	4.00%	4.50	4.70	4.44%
Jnr/Passport to Leisure	0.00	0.00		2.50	2.60	4.00%
Soft Play under 5's	1.00	1.00	0.00%	1.00	1.00	0.00%
Soft Play 5 and over	2.10	2.10	0.00%	2.10	2.10	0.00%

Room Hire

Adult	21.20	22.00	3.77%	21.20	22.00	3.77%
Jnr/Passport to Leisure						

Fitness Testing

	15.80	16.20	2.53%	15.80	16.20	2.53%
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**STROOD SPORTS CENTRE & HUNDRED OF HOO
SWIMMING POOL**

Membership Fees:

	Fee 2011/2012 £	Proposed Fee 2012/2013 £	Percentage Increase 2012/2013 %
Adult	36.50	37.40	2.47%
Junior/Senior	18.90	19.40	2.65%
Family	51.90	53.30	2.70%
Day Membership Adult	1.50	1.60	6.67%
Day Membership Jnr/Senior	1.10	1.20	9.09%
Replacement card	2.90	3.00	3.45%

Wet Side

Swimming per person (Adult	2.70	2.80	3.70%
Junior/Senior	1.70	1.80	5.88%
Parties school children/half hour	18.80	19.30	2.66%
Club hire per hour (whole pool)			
pro rata charge - Strood	58.30	60.00	2.92%
pro rata charge - Hoo	50.90	52.00	2.16%
Book of 12 tickets - adult	27.00	28.00	3.70%
Book of 12 tickets - jnr/snr	16.90	18.00	6.51%
Hydrotherapy pool-commercial per hour	47.70	49.00	2.73%

MEDWAY LEISURE ECHOES GYMS

Memberships below will include centre membership, an increased number of fitness classes & allow access to all Echoes Gyms in Medway

Increase Prices will apply to new members only as existing members have 'price for life.'

	Fee 2011/2012 £	Proposed Fee 2012/2013 £	Percentage Increase 2012/2013 %
Joining fee - Advance contract - annual payment	15.00	15.00	0.00%
Single Membership - Advance annual payment	398.20	398.20	0.00%
Couple - Advance annual payment	706.40	706.40	0.00%
Matinee - Advance annual payment	284.90	284.90	0.00%
Commuter monthly - Advance annual payment	182.30	182.30	0.00%
Joining Fee (12 month contract)	15.00	15.00	0.00%
Single Membership - Monthly (12 month contract)	34.95	34.95	0.00%
Couple - Monthly (12 month contract)	62.00	62.00	0.00%
Matinee - Monthly (12 month contract)	25.00	25.00	0.00%
Commuter monthly (12 month contract)	16.00	16.00	0.00%
Joining Fee (open contract)	25.00	25.00	0.00%
Single membership - Monthly (open contract)	40.00	40.00	0.00%
Couple membership - Monthly (open contract)	72.00	72.00	0.00%
Matinee - Monthly (open contract)	30.00	30.00	0.00%
Commuter monthly (open contract)	20.00	20.00	0.00%
	Fee 2011/2012	Proposed Fee 2012/2013	Percentage Increase 2012/2013
	£	£	%
Membership packages for individual gyms			
Deangate Echoes			
Monthly	18.00	18.00	0.00%
Matinee - Monthly	15.80	15.80	0.00%
Joint membership	30.00	30.00	0.00%
Hoo Echoes			
Monthly	18.00	18.00	0.00%
Matinee - Monthly	15.80	15.80	0.00%
Joint membership	30.00	30.00	0.00%
Stirling Echoes			
Monthly	18.00	18.00	0.00%
Matinee - Monthly (New)	15.80	15.80	0.00%
Joint membership	30.00	30.00	0.00%
Splashes Echoes			
Monthly	18.00	18.00	0.00%
Matinee - Monthly (New)	15.80	15.80	0.00%
Joint membership	30.00	30.00	0.00%

KICKS - STROOD LEISURE CENTRE

Peak times Monday - Thursday after 5pm.

6-a-side Hire
7-a-side Hire

Off Peak times

Monday - Thursday before 4pm, all day Fri., Sat. & Sun.

EXCLUDING LEAGUE MATCHES

5-a-side Hire

7-a-side Hire

5-a-side LEAGUE MATCHES

Per team game = £35 (40mins)

DEANGATE

Golf

7 day General Membership

5 day General Membership (Mon - Fri)

5 day senior membership (Mon - Fri)

Under 18s 7 Day Membership

Intermediate Membership: 18 years Old

Intermediate Membership: 19 years Old

Intermediate Membership: 20 years Old

Intermediate Membership: 21 - 22 years Old

Pay & Play Weekday peak (7 a.m. - 11 a.m.)

Pay & Play Weekday off peak (11 a.m. - Close)

Pay & Play Weekend & Bank Holidays all times

Week day twilight (last 3 hrs of light)

Weekend twilight (last 3 hrs of light)

9 HOLE Pay & Play weekday peak (7 a.m. - 11 a.m)

9 HOLE Pay & Play weekday off peak (11 a.m. - close)

9 HOLE Pay & Play weekend & bank holidays all times

	Fee 2011/2012 £	Proposed Fee 2012/2013 £	Percentage Increase 2012/2013 %	Adult 2011/2012 Non Vatable £	Adult Proposed Fee 2012/2013 £	Adult Percentage Increase 2012/2013 %	Junior 2011/2012 £	Proposed Junior 2012/2013 £	Junior Percentage Increase 2012/2013 %
6-a-side Hire	46.40	45.00	-3.02%						
7-a-side Hire	63.90	62.00	-2.97%						
5-a-side Hire	26.80	26.00	-2.99%						
7-a-side Hire	43.30	42.00	-3.00%						
5-a-side LEAGUE MATCHES	72.10	70.00	-2.91%						
7 day General Membership	638.60	669.00	4.76%				99.00	150.00	3.26%
5 day General Membership (Mon - Fri)	535.60	549.00	2.50%				150.00	250.00	4.35%
5 day senior membership (Mon - Fri)	473.80	484.00	2.15%				250.00	350.00	12.50%
Under 18s 7 Day Membership							350.00	450.00	10.00%
Intermediate Membership: 18 years Old	16.50	17.50	6.06%				9.20	9.50	3.26%
Intermediate Membership: 19 years Old	13.50	14.00	3.70%				11.50	12.00	4.35%
Intermediate Membership: 20 years Old	21.00	22.00	4.76%				8.00	9.00	12.50%
Intermediate Membership: 21 - 22 years Old	8.00	9.00	12.50%				10.00	11.00	10.00%
Pay & Play Weekday peak (7 a.m. - 11 a.m.)	10.00	11.00	10.00%				5.20	5.50	5.77%
Pay & Play Weekday off peak (11 a.m. - Close)	9.75	9.95	2.05%				5.20	5.50	5.77%
Pay & Play Weekend & Bank Holidays all times	7.75	8.00	3.23%				5.20	5.50	5.77%
Week day twilight (last 3 hrs of light)	12.00	12.50	4.17%				6.25	6.50	4.00%
Weekend twilight (last 3 hrs of light)									
9 HOLE Pay & Play weekday peak (7 a.m. - 11 a.m)									
9 HOLE Pay & Play weekday off peak (11 a.m. - close)									
9 HOLE Pay & Play weekend & bank holidays all times									

	Fee 2011/2012 Non Vatable £	Proposed Fee 2012/2013 £	Percentage Increase 2012/2013 %
DEANGATE			
Driving Range (increase after range redevelopment)			
Per basket (small)	2.60	2.60	0.00%
Per basket (large)	4.50	4.50	0.00%
Pitch & Putt			
Round with Clubs	4.50	4.50	0.00%
Round with own clubs	2.70	2.70	0.00%
Deposit on Clubs	3.40	3.40	0.00%
Athletics Track			
Club Use			
Monday-Friday up to 2 hrs	27.00	27.70	2.59%
After 2hrs, per hour or part thereof	13.60	14.00	2.94%
Saturday up to 2 hrs	50.80	52.00	2.36%
After 2hrs, per hour or part thereof	27.00	27.60	2.22%
Sunday, Bank Hols up to 2 hrs	71.20	75.00	5.34%
After 2hrs, per hour or part thereof	35.50	37.00	4.23%
Training per session	20.20	20.80	2.97%
Individual use			
Use of dressing room & track	2.70	2.80	3.70%
Education - by negotiation (basic price)			
Floodlight per hour or part	9.20	10.00	8.70%
Tennis - per hour			
Per person	3.40	3.50	2.94%
Parties of School children per court			
Bowls			
Casual Users per half hour	1.80	1.80	0.00%
Club Hire (max 8 players)			
2.5 hours	18.80	19.80	5.32%
3 hours	21.60	23.70	9.72%
Hire of woods	0.60	0.60	0.00%
Locker hire per session	4.90	4.90	0.00%

GREENSPACE SERVICES

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Country Parks

Fishing

	Fee 2011/2012 £	Proposed Fee 2012/2013 £	Percentage Increase 2012/2013 %
Day ticket (no night fishing) adult	9.00	9.50	5.56%
Day ticket (no night fishing) Junior/+60	5.70	6.00	5.26%
Half day ticket (after 1pm) adult	5.70	6.00	5.26%
Half day ticket (after 1pm) Junior/+60	4.50	5.00	11.11%
Pre-booked club outings	135.00	150.00	11.11%

Caravan Site Min of 20 units - Max Of 60

Caravan Rallies

Vehicle & Trailer (per unit, per night)	8.10	8.50	4.94%
Motorised Van (per unit, per night)	8.10	8.50	4.94%
Tent (per unit, per night)	3.80	4.50	18.42%

Orienteering

Orienteering by Medway schools/ price per visit per child	1.80	1.80	0.00%
Orienteering for schools outside Medway/ price per visit per child	2.30	2.30	0.00%

Room Hire (Both Sites)

	Fee 2011/2012 £	Proposed Fee 2012/2013 £	Percentage Increase 2012/2013 %
Cost for 1st Hour (75% to be charged to reg. charities/ self led school groups)	33.70	20.00	-40.65%
Cost per hour thereafter (75% to be charged to reg. charities/self led school groups)	16.90	20.00	18.34%
Talks-individual tickets			
Children's activity sessions	1.10	1.10	0.00%
Children's short drop-in event	3.30	3.30	0.00%
Guided walks	1.10	1.10	0.00%
Education visits by Medway schools/ price per visit per child for ranger led sessions	3.30	3.30	0.00%
Education visits by schools outside Medway . price per visit per child for ranger led	2.30	2.30	0.00%
Forest School Visit - price per child	3.40	3.40	0.00%
Fishing teach ins for children	3.40	3.40	0.00%
External talks	10.80	10.80	0.00%
Large unbooked events (Country Fair, Kites etc) entrance fee	56.30	56.30	0.00%
Independent food vendors/day	1.70	1.75	3.09%
	112.50	115.30	2.49%

	Fee 2011/2012 £	Proposed Fee 2012/2013 £	Percentage Increase 2012/2013 %
Events up to 99 people	56.30	58.00	3.02%
Events 10 - 499 people	225.00	235.00	4.44%
Events 500 - 999 people	449.90	470.00	4.47%
Events 1000 - 4999 people	899.90	940.00	4.46%
Events more than 5000 people	2,811.90	2,900.00	3.13%

Event Site Hire - All Green Spaces (price per event)

50% discount for charities on all the above
 Price includes total number of people over the duration of the entire event.
 Site hire for no more than 7 consecutive days without incurring additional costs.

Allotment Rental - Charge per sq metre
Category 1: plot, shed and Water

	Fee 2011/2012 £	Proposed Fee 2012/2013 £	Percentage Increase 2012/2013 %
75	0.17	0.17	2.50%
100	12.41	12.72	2.50%
124	16.54	16.95	2.50%
125	20.51	21.02	2.50%
150	20.68	21.19	2.50%
175	24.81	25.43	2.50%
180	28.95	29.67	2.50%
200	29.77	30.52	2.50%
200	33.08	33.91	2.50%
225	37.22	38.15	2.50%
250	41.35	42.38	2.50%

Category 2; Plot and water

75	0.16	0.16	2.50%
91	11.91	12.20	2.50%
100	14.45	14.81	2.50%
114	15.88	16.27	2.50%
115	18.10	18.55	2.50%
125	18.26	18.71	2.50%
128	19.85	20.34	2.50%
132	20.32	20.83	2.50%
140	20.96	21.48	2.50%
150	22.23	22.78	2.50%
151	23.81	24.41	2.50%
175	23.97	24.57	2.50%
200	27.78	28.48	2.50%
225	31.75	32.55	2.50%
250	35.72	36.61	2.50%
275	39.69	40.68	2.50%
300	43.66	44.75	2.50%
325	47.63	48.82	2.50%
350	51.60	52.89	2.50%
375	55.57	56.96	2.50%
	59.54	61.02	2.50%

Allotment Rental - Charge per sq metre

Category 3: Plot only

	Fee 2011/2012 £	Proposed Fee 2012/2013 £	Percentage Increase 2012/2013 %
75	0.13	0.14	2.50%
100	9.92	10.17	2.50%
125	13.23	13.56	2.50%
150	16.54	16.95	2.50%
175	19.85	20.34	2.50%
200	23.15	23.73	2.50%
225	26.46	27.12	2.50%
250	29.77	30.51	2.50%
275	33.08	33.90	2.50%
300	36.38	37.29	2.50%

Category 4; Plot, water & Container

75	0.18	0.19	2.50%
100	13.77	14.11	2.50%
125	18.36	18.82	2.50%
150	22.95	23.52	2.50%
175	27.54	28.23	2.50%
200	32.13	32.93	2.50%
225	36.72	37.63	2.50%
250	41.31	42.34	2.50%
275	45.90	47.04	2.50%
300	50.49	51.75	2.50%
	55.07	56.45	2.50%

Flat rate per shed

	15.00	15.00	0.00%
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Bloor Lane Church Allotment

	14.57	14.93	2.50%
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Miscellaneous Recreation	Fee 2011/2012 £	Proposed Fee 2012/2013 £	Percentage Increase 2012/2013 %
Playhut - Playgroups - per 3 hours	16.30	16.70	2.45%
9 Circus Visits & Fairs			
Circus & Fairs Daily Hire Fee	483.00	495.08	2.50%
Deposit Against damage	1,080.00	1,107.00	2.50%
Deposit against fly posting 10m rad.	1,080.00	1,107.00	2.50%
Recreation Grounds - With Pavilion			
Per Season - Adult - 18 matches (with pavilion)	486.60	500.00	2.75%
Per Season - Junior / 60+ - 18 matches (with pavilion)	173.00	177.00	2.31%
Recreation Grounds - Without Pavilion			
Per Season - Adult - 18 matches (without pavilion)	308.30	316.00	2.50%
Per Season - Junior /60+ - 18 matches (without pavilion)	86.50	88.70	2.54%
Casual Use with Pavilion			
Adults (casual use)	77.90	80.00	2.70%
Junior / 60+ (casual use)	73.60	75.00	1.90%
Casual Use without Pavilion			
Adults (casual use/without pavilion)	41.20	42.25	2.55%
Junior / 60+ (casual use/ without pavilion)	23.80	24.40	2.52%
School Parties with Pavilion	108.20	110.90	2.50%
School Parties without Pavilion	59.50	61.00	2.52%
Maidstone Road Sports Ground			
Chatham Town Grounds Casual Use per Match Adult	112.50	115.50	2.67%
Chatham Town Grounds Casual Use per Match Junior / 60+	67.50	70.00	3.70%
Pitch & Putt			
Round with Clubs Adult	6.80	7.00	2.94%
Round with Clubs Junior/60+	3.40	3.50	2.94%
Round with own Clubs Adult	4.50	4.70	4.44%
Round with own Clubs Junior/60+	2.30	2.40	4.35%
Broken Club	28.20	29.00	2.84%
Lost Ball	3.40	3.50	2.94%
Deposit on Club	10.80	11.00	1.85%
Pitch Hire - Cricket - from 10 am to 6 pm			
Per day - Adult	67.50	70.00	3.70%
Outdoor Bowls Use of greens per person per hour			
Adults	2.80	2.90	3.57%
Junior / 60+	1.80	1.90	5.56%
Use of Slips	1.10	1.10	0.00%
Use of Woods	1.10	1.10	0.00%

	Fee 2011/2012 £	Proposed Fee 2012/2013 £	Percentage Increase 2012/2013 %
Outdoor Bowls Season Ticket			
Adults	78.80	81.00	2.79%
Junior / 60+	39.40	40.50	2.79%
Outdoor Bowls - Priority use of rinks granted to Clubs (per rink per season)	101.20	104.00	2.77%
Tennis per person per hour			
Adult	4.00	0.00	-100.00%
Junior/60+	2.30	0.00	-100.00%
Booking Fee	1.10	0.00	-100.00%
Tennis - Parties for School Children - Court per hour	4.00	0.00	-100.00%
Anchorians fee for hire of rugby pitch per season	1,946.70	2,000.00	2.74%
Ground Hire Country Parks			
Up to 500 People		250.00	
501 to 1,000 people		500.00	
Special Event Hire		P.O.A.	
Toilet cleaning charge post external event hire (cleaning costs only)	45.10	50.00	10.86%

REGENERATION, COMMUNITY & CULTURE DIRECTORATE

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Entrance fees for castles are set in conjunction with English Heritage.

ROCHESTER CASTLE

	Fee 2011/2012 £	Proposed Fee 2012/2013 £	Percentage Increase 2012/2013 %
Per Person (Adult)	5.50	5.65	2.73%
Per Person (Jnr/60+)	3.50	3.60	2.86%
Family	14.50	15.00	3.45%

UPNOR CASTLE

Per Person (Adult)	5.50	5.65	2.73%
Per Person (Jnr/60+)	3.50	3.60	2.86%
Family	14.50	15.00	3.45%
Wedding Hire	800.00	800.00	0.00%

GUILDHALL MUSEUM

Admission	0.00	0.00	0.00%
Hire of Members room to Oyster Fisheries	33.00	35.00	6.06%
Hire of Members room per hour	33.00	35.00	6.06%
Hire of Guildhall Chamber per hour	55.00	60.00	9.09%
Weddings	380.00	380.00	0.00%

REGENERATION, COMMUNITY & CULTURE DIRECTORATE

MEDWAY ARCHIVES, LOCAL STUDIES CENTRE

	Fee 2011/2012 £	Proposed Fee 2012/2013 £	Percentage Increase %
Photocopying (Local Studies) A4	0.30	0.30	0.00%
Photocopying (Local Studies) A3	0.50	0.50	0.00%
Photocopying (Archives original doc) A4	0.80	0.80	0.00%
Photocopying (Archives original doc) A3	1.10	1.10	0.00%
Computer printing black and white A4 per page	0.10	0.10	0.00%
Computer printing colour A4 per page	0.75	0.75	0.00%
Computer printing black and white A3 per page	0.20	0.20	0.00%
Computer printing colour A3 per page	1.00	1.00	0.00%
Local Studies Scanning depending on copyright A4 colour	2.80	2.80	0.00%
Local Studies Scanning depending on copyright A3 colour	3.30	3.30	0.00%
Local Studies Scanning depending on copyright A4 black & white	0.70	0.70	0.00%
Local Studies Scanning depending on copyright A3 black & white	0.80	0.80	0.00%
Archive scanning (discretion of archivist) A4 colour	2.80	2.80	0.00%
Archive scanning (discretion of archivist) A3 colour	3.30	3.30	0.00%
Archive scanning (discretion of archivist) A4 black & white	0.70	0.70	0.00%
Archive scanning (discretion of archivist) A3 black & white	0.80	0.80	0.00%
Microfiche/Microfilm printouts A4	0.70	0.70	0.00%
Microfiche/Microfilm printouts A3	1.00	1.00	0.00%
Microfilm from original documents	0.60	0.60	0.00%
Microfilm duplicate (per roll)			
Requests for photos by professional photographer- Photographer's fee plus £5 charge per item			
Photographs/ slides - non commercial self service full day permit	10.00	10.00	0.00%
Commercial Users			
Laser Copies (of illustrations) (A4)	2.80	2.80	0.00%
Laser Copies (of illustrations) (A3)	3.30	3.30	0.00%
Photocopies sent in response to research enquiries by letter or e-mail (maximum of 5 pages)	7.00	7.00	0.00%

Medway Archives - Other Charges

	Fee 2011/2012 £	Proposed Fee 2012/2013 £	Percentage Increase %
Baptism Certificate (National charge)	12.00	12.00	0.00%
Building plans including one digital photo	12.60	12.60	0.00%
Commercial Users (negotiable - minimum charge)	27.80	27.80	0.00%
Preparations for media visits and participation in interviews, as for commercial users per hour	84.00	84.00	0.00%
Issue of conviction certificate copy	33.60	33.60	0.00%
Storage of magistrates' court records(per box per annum)	7.40	7.40	0.00%
Storage of modern records for council departments (per foot/box per annum)	7.40	8.00	8.11%
Retrievals of modern records for council departments (per box on site)	6.70	7.00	4.48%
Retrievals of modern records for council departments(per box off site, Riverside No 1)	13.50	14.00	3.70%
Withdrawal of privately owned records (minimum charge)	56.20	60.00	6.76%
Royalties for reproduction of still photographs	28.00	30.00	7.14%
Royalties for reproduction of moving images cost per second(running time) used by national & international media (commercial rate)	84.30	90.00	6.76%
Talks to external groups (at discretion of staff)	42.00	45.00	7.14%
Talks to groups visiting (excluding school visits and at the discretion of staff)	31.50	35.00	11.11%
Research per hour private users (at discretion of Archivist)	26.00	30.00	15.38%
Research per hour commercial users (at discretion of Archivist)	78.00	80.00	2.56%

REGENERATION, COMMUNITY & CULTURE DIRECTORATE

CENTRAL THEATRE

SCALE A - Concerts and Entertainments

	Fee 2011/2012 £	Proposed Fee 2012/2013 £	Percentage Increase %	per hour excess 2011/2012 £	Proposed per hour excess 2012/2013 £	Percentage Increase %
Auditorium 6.00 p.m - 11.00 p.m						
Daily Minimum Charge						
Monday - Tuesday	2,200.30	2,200.30	0.00%	158.40	158.40	0.00%
Wednesday - Thursday	2,333.80	2,333.80	0.00%	168.90	168.90	0.00%
Friday/Saturday/Sunday	2,847.00	2,847.00	0.00%	235.10	235.10	0.00%
Bank Holidays	4,136.60	4,136.60	0.00%	269.90	269.90	0.00%
Extra Performance	619.20	619.20	0.00%			
Extra Performance (Bank hols)	794.90	794.90	0.00%			
Rehearsal and fit-up rates						
Minimum of 3 hours on non-show days						
Monday - Tuesday	68.20	68.20	0.00%			
Wednesday - Thursday	75.80	75.80	0.00%			
Friday/Saturday/Sunday	101.10	101.10	0.00%			
Bank Holidays	128.30	128.30	0.00%			
Non-returnable deposit	557.90	557.90	0.00%			
Non-returnable deposit (3 days or more)	1,177.60	1,177.60	0.00%			

SCALE C (Formerly Scale B)
(Voluntary Organisations/Registered Charities/Non
Commercial Organisations)

	Fee 2011/2012 £	Proposed Fee 2012/2013 £	Percentage Increase %	per hour excess 2011/2012 £	Proposed per hour excess 2012/2013 £	Percentage Increase %
Auditorium 6.00 p.m - 11.00 p.m						
Monday - Tuesday	526.80	526.80	0.00%	101.80	101.80	0.00%
Wednesday - Thursday	568.50	568.50	0.00%	142.10	142.10	0.00%
Friday/Saturday/Sunday	1,130.80	1,130.80	0.00%	164.50	164.50	0.00%
Bank Holidays	1,562.10	1,562.10	0.00%	185.40	185.40	0.00%
Extra Performance	443.60	443.60	0.00%			
Extra Performance (bnk hols)	523.00	523.00	0.00%			
Rehearsal and fit-up rates						
Minimum of 3 hours on non-show days						
Monday - Tuesday	44.50	44.50	0.00%			
Wednesday - Thursday	53.60	53.60	0.00%			
Friday/Saturday/Sunday	83.30	83.30	0.00%			
Bank Holidays	116.10	116.10	0.00%			
Non-returnable deposit	247.40	247.40	0.00%			
Non-returnable deposit (3 days or more)	508.40	508.40	0.00%			

Central & Brook Theatre Box Office commission 10% of Gross

Central & Brook Theatre Credit Card inc. handling charge 3% PRS 3%

Central & Brook Theatre Basic charge includes mailing list entry, ticket printing and poster display.

Central & Brook Theatre Extra charges as incurred

BROOK THEATRE

	Fee 2011/2012 £	Proposed Fee 2012/2013 £	Percentage Increase %
SCALE A - Commercial organisations/Non-Voluntary organisations (non-arts based)			
Main Theatre	80.40	80.40	0.00%
Main Theatre Floor events	57.30	57.30	0.00%
Mayor's Parlour	25.50	25.50	0.00%
Studio Room Hire	38.20	38.20	0.00%
Conference Room	25.50	25.50	0.00%
Meeting Room	13.90	13.90	0.00%
Activity Room	9.80	9.80	0.00%
Large Dance Studio	13.50	13.50	0.00%
Small Dance Studio	8.90	8.90	0.00%
Function Room	15.60	15.60	0.00%
Basement Dance Studio	11.10	11.10	0.00%
Basement Drama Studio	12.00	12.00	0.00%
Non-returnable deposit	260.90	260.90	0.00%
Non-returnable deposit (3 days or more)	520.70	520.70	0.00%
SCALE B - Professional arts based organisations			
Main Theatre	50.20	50.20	0.00%
Main Theatre Floor Events	35.80	35.80	0.00%
Mayor's Parlour	16.80	16.80	0.00%
Studio Room Hire	24.00	24.00	0.00%
Conference Room	16.80	16.80	0.00%
Meeting Room	9.30	9.30	0.00%
Activity Room	6.40	6.40	0.00%
Large Dance Studio	8.90	8.90	0.00%
Small Dance Studio	5.60	5.60	0.00%
Function Room	11.60	11.60	0.00%
Basement Dance Studio	8.60	8.60	0.00%
Basement Drama Studio	9.10	9.10	0.00%
Non-returnable deposit	260.90	260.90	0.00%
Non-returnable deposit (3 days or more)	520.70	520.70	0.00%
SCALE C - Amateur arts based organisations			
Main Theatre	30.30	30.30	0.00%
Main Theatre Floor Events	21.30	21.30	0.00%
Mayor's Parlour	11.10	11.10	0.00%
Studio Room Hire	16.10	16.10	0.00%
Conference Room	11.10	11.10	0.00%
Meeting Room	6.10	6.10	0.00%
Activity Room	4.40	4.40	0.00%
Large Dance Studio	6.00	6.00	0.00%
Small Dance Studio	4.10	4.10	0.00%
Function Room	7.70	7.70	0.00%
Basement Dance Studio	5.50	5.50	0.00%
Basement Drama Studio	6.00	6.00	0.00%
Non-returnable deposit	197.90	197.90	0.00%
Non-returnable deposit (3 days or more)	322.80	322.80	0.00%

REGENERATION, COMMUNITY & CULTURE DIRECTORATE

CORN EXCHANGE

QUEEN'S HALL

	Hall	Bar	Kitchen	Fee 2011/2012 £	Proposed Fee 2012/2013 £	Percentage Increase %
Mon - Thur 12 noon - 12 midnight	✓	✓	✓	962.90	962.90	0.00%
Mon - Thur 6 p.m. - 12 midnight	✓	✓	✓	600.60	600.60	0.00%
Fri 12 noon - 12 midnight	✓	✓	✓	1012.20	1012.20	0.00%
Fri 6 p.m. - 12 midnight	✓	✓	✓	633.20	633.20	0.00%
Sat 12 noon - 12 midnight	✓	✓	✓	1061.60	1061.60	0.00%
Sat - 6 p.m. - 12 midnight	✓	✓	✓	666.80	666.80	0.00%
Sun 12 noon - 10.30 p.m.	✓	✓	✓	840.00	840.00	0.00%

Hall Hire Only

Mon - Thur 9 a.m. - 12 noon	✓			133.40	133.40	0.00%
Mon - Thur 12 noon - 6 p.m.	✓			177.50	177.50	0.00%
Fri 9 a.m. - 12 noon	✓			146.00	146.00	0.00%
Fri 12 noon - 6p.m.	✓			194.30	194.30	0.00%

Kitchen hire per booking

	78.80	78.80	0.00%
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PRINCES HALL

Prices per hour - Minimum hire - 3 hours

Hall Hire Only

Mon - Thur	✓			36.80	36.80	0.00%
Fri	✓			38.90	38.90	0.00%
Sat - Sun	✓			42.00	42.00	0.00%

BUSINESS SUPPORT DEPARTMENT (BSD)

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LIBRARIES

Overdue Charges (Per item per day)

	Fee 2011/2012 £	Proposed Fee 2012/2013 £	Percentage Increase %
Adults(£15 maximum)	0.20	0.20	0%
Children (no charge)	0.00	0.00	0%
Teenagers & Retired aged 60 or over (£2.00 max)	0.05	0.05	0%
Reservation Fee for items purchased to fill request	2.00	2.00	0%
Reservation Fee for items borrowed from SELMS	2.00	2.00	0%
Reservation Fee for items borrowed from outside SELMS	2.10	2.00	-5%
Reservation Fee as above but for those in full-time education	1.05	2.00	90%

Audio Visual Charges

New DVD rentals 2 day loan	2.50	2.50	0%
DVD boxed set 2 week loan	5.00	5.00	0%
Console games 1 week loan	4.00	4.00	0%
Language courses - 3 month loans	5.25	5.25	0%
All other videos, DVDs, CDs	1.10	1.10	0%

Ticket Replacement Adults

	2.10	2.20	5%
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Damaged & Lost Books

All items in print			
Repair/Binding			
Antiquarian, unique & out of print material }			
Damaged & Lost Audio Visual Material			
All items available for purchase			
Damaged video, CD & Cassette Case items no longer available			

Photocopying/Printing Charges (all sources)

Black & White A4 - per page	0.10	0.10	0%
Black & White A3 - per page	0.20	0.20	0%
Colour A4 - per page	0.75	0.75	0%
Colour A3 - per page	1.00	1.00	0%

BUSINESS SUPPORT DEPARTMENT (BSD)

LIBRARIES

Fax Transmissions

	Fee 2011/2012 £	Proposed Fee 2012/2013 £	Percentage Increase %
UK	1.15	1.15	0%
Europe and North America	2.20	2.20	0%
Rest of World	2.20	2.20	0%
Free fax nos.	0.55	0.55	0%
Incoming - each	0.55	0.55	0%

Meeting Room Hire Strood Library/Chatham Library/ Twydall Library

Basic Rate

Inside Hours per hour	8.40	9.00	7%
Outside Hours per hour	14.00	15.00	7%
Full Economic Rate per hour	20.80	21.00	1%
Commercial Rate per hour	34.25	34.50	1%

The library service offers a comprehensive core programme of free to attend events, supplemented by a quarterly calendar of special ticketed events, such as author talks and special interest workshops. Special events are often very popular and so for 2012/13 it is proposed to charge for some special events, where the level of interest allows for this. Appropriate concessionary rates for low income / disadvantaged residents will be available for all charged events. Ticket prices will vary from event to event but will be set to relative to the level of interest and the cost of the event.

on application
per event

BUSINESS SUPPORT DEPARTMENT (BSD)

(All charges include VAT where applicable)

Fee 2011/12	Proposed Fee	increase
£	£	%

BEREAVEMENT SERVICES

CEMETERIES

INTERMENTS. Fee includes preparation and excavation of grave, matting, and attendance by cemetery staff and backfilling on day of service. Subject to a minimum of 3 days notice (additional fees may be required for arrangements made in less than 3 working days). The fee also includes all administration, entries in burial registers and cemetery plan marking. The fees do not include removal of any memorial, planting, shrubs, flowers or trees. Where any request is received to inter in an existing grave it is expected that the applicants will have made arrangements for the removal of anything that has been placed on the grave and that when digging commences anything left remaining (apart from any proper approved memorial) may be properly disposed of.

Where any tree or shrub that cannot be easily and quickly removed remains, the authority reserves the right to cancel or postpone the funeral and/or make an additional charge for the removal of any tree or shrub. Where necessary specialist contractors will be used to remove trees and their costs added to any costs that the council might charge. Where any tree or plant is of such a size that removing it would affect the stability of any surrounding memorials or ground, the council reserves the right to recover all reasonable costs in making good, or alternatively refuse any further burial in that grave.

	Resident	Non Resident	Resident	Non Resident	Resident	Non Resident
Not exceeding 1 month	0.00	105.00	£0.00	£105.00	0%	0%
Interment and attendance fee: 1 month - 5 years	100.00	200.00	£100.00	£200.00	0%	0%
Interment and attendance fee: 5 - 16 years: max grave length 1.8 m (max coffin length is 1.65m)	250.00	500.00	£250.00	£500.00	0%	0%
Interment and attendance fee: Exceeding 16 years. Minimum fee. Caskets (add £100.00).	595.00	1190.00	£610.00	£1,220.00	3%	3%
Interment and attendance fee: Exceeding 16 years. Treble depth. Caskets (add £100.00).	£650.00	£1,300.00	£660.00	£1,320.00	2%	2%
(Grave for 4 is special request with minimum 7 working days notice. Add £250.00)						
Cremated Remains interment to a maximum depth of 900 mm, additional depths may be necessary if grave is to be re-used: additional depths charged according to depth of method or digging. POA.	125.00	250.00	£125.00	£250.00	0%	0%
Extra digging etc to accommodate internal boarding, framework, covers etc (materials supplied by others).	150.00	200.00	£160.00	£200.00	7%	0%
Relocation of spoil away from graveside prior to service / interment. Prices from:						
Saturday Interment - by arrangement - min 8 working days notice and subject to availability: add	320.00	320.00	£500.00	£550.00	56%	72%
Saturday Interment of cremated remains - by arrangement - min 8 days notice and subject to availability: add	320.00	320.00	£100.00	£200.00	-69%	-38%
Two burials, inc cremated remains, undertaken at the same time: Add to first fee:	120.00	320.00	£120.00	£320.00	0%	0%
Services times are 90 minutes - extra service time, per 1/2 hr. This cost is trebled if prior warning not provided.	25.00	25.00	£35.00	£25.00	40%	0%

BUSINESS SUPPORT DEPARTMENT (BSD)

(All charges include VAT where applicable)

BEREAVEMENT SERVICES

GRAVE PURCHASE. Fee includes Exclusive burial rights for the registered owner for the agreed time period, maintenance of any grave space that is not covered by a memorial and the first memorial permit with a 'Right to Erect' a memorial. The fee does not include the rights of ownership of the land, nor any right to place a non-approved memorial. All Rights to Erect are for a maximum period of 30 years (renewable).

	Fee 2011/12		Proposed Fee 2012/2013		increase	
	Resident	Non Resident	Resident	Non Resident	Resident	Non Resident
	£	£	£	£	%	%
Grave Selection	180.00	360.00	£180.00	£360.00	0%	0%
Exclusive Right of Burial (<30") Adult graves 30 years - inc memorial permit	575.00	1150.00	£650.00	£1,300.00	13%	13%
Exclusive Right of Burial (<30") Adult graves 50 years - inc memorial permit	1000.00	2000.00	£1,050.00	£2,100.00	5%	5%
Exclusive Right of Burial (<30") Adult graves 99 years - inc memorial permit	1775.00	3550.00	£1,900.00	£3,800.00	7%	7%
Pre Purchased Exclusive Right of Burial (<30") Adult graves 50 years - inc memorial permit	1500.00	3000.00	£1,550.00	£3,100.00	3%	3%
Pre Purchased Exclusive Right of Burial (<30") Adult graves 99 years - inc memorial permit	2250.00	4500.00	£2,300.00	£4,600.00	2%	2%
Child graves 6' x 3' : 50 years inc memorial permit	500.00	1000.00	£500.00	£1,000.00	0%	0%
Child graves 6' x 3' : 99 years inc memorial permit	800.00	1600.00	£800.00	£1,600.00	0%	0%
Cremated remains 3' x 3' : 50 years inc memorial permit	575.00	1150.00	£580.00	£1,160.00	1%	1%
Cremated remains 3' x 3' : 99 years inc memorial permit	925.00	1850.00	£950.00	£1,900.00	3%	3%
Pre purchased Cremated remains (3' x 3') 50 years	750.00	1500.00	£775.00	£1,550.00	3%	3%
Pre purchased Cremated remains (3' x 3') 99 years	1120.00	2240.00	£1,145.00	£2,290.00	2%	2%
Extension to EROB's, per 5 year period - max 30 years	100.00	200.00	£105.00	£210.00	5%	5%

BUSINESS SUPPORT DEPARTMENT (BSD)

(All charges include VAT where applicable)

**BEREAVEMENT SERVICES
MEMORIALS**

	Fee 2011/12		Proposed Fee 2012/2013		increase	
	Resident	Non Resident	Resident	Non Resident	Resident	Non Resident
	£	£	£	£	%	%
Permit for a cleaning, planted areas etc.	0.00	0.00	£0.00	£0.00		
30 Year Permit for Small Inscribed vase or tablet (less than 12", 300mm)	65.00	130.00	£70.00	£140.00	8%	8%
Additional Inscriptions (no charge if undertaken in-situ and memorials not removed or detached from grave)	65.00	130.00	£70.00	£140.00	8%	8%
30 Year Permit for the erection of a memorial/headstone (>12")	140.00	280.00	£150.00	£300.00	7%	7%
30 Year Permit for the erection of full kerbs and cover slabs.	210.00	420.00	£225.00	£450.00	7%	7%
30 Year Permit for Memorial/headstone with full kerbs	350.00	700.00	£370.00	£740.00	6%	6%
30 Year Permit for Small kerbs (lawn section/cremated remains) and cover slabs	175.00	350.00	£195.00	£390.00	11%	11%
30 Year Permit Memorial/headstone with small kerbs	285.00	570.00	£295.00	£590.00	4%	4%
Where any item covered by 23 - 25 is being undertaken in association with any work covered by 26 - 30, only the higher fee is payable as this fee will cover all works being undertaken.						
1 Year Permit for Wooden cross and other temporary	15.00	30.00	£15.00	£30.00	0%	0%
Family maintained grave notice	10.00	20.00	£10.00	£20.00	0%	0%
Transfer of right of exclusive burial and duplicate EROB's (Transfer to spouse - deduct £20.00)	45.00	90.00	£50.00	£100.00	11%	11%
Alterations to Deeds	30.00	60.00	£30.00	£60.00	0%	0%
Genealogical Search fee per name and subject to date of Register entry (assisted searches extra)	15.00	30.00	£15.00	£30.00	0%	0%
Marking / identification of grave prior to visit - special request (min 5 days notice)	15.00	30.00	£15.00	£30.00	0%	0%
Quinquennial memorial inspection			£35.00	£35.00		

BUSINESS SUPPORT DEPARTMENT (BSD)

(All charges include VAT where applicable)

BEREAVEMENT SERVICES

MEDWAY ECO-SURROUND. These are intended as being temporary grave surrounds until such time that a formal memorial is erected. The fee includes fitting and removal. Materials are re-cycled.

	Fee 2011/12		Proposed Fee 2012/2013		increase	
	Resident	Non Resident	Resident	Non Resident	Resident	Non Resident
Medway 'Eco-surround' Adult (supply and fix) 1 year hire	105.00	210.00	£120.00	£240.00	14%	14%
Medway 'Eco-surround' Child (supply and fix) 1 year hire	90.00	180.00	£115.00	£230.00	28%	28%
Medway 'Eco-surround' Cremated Remains (supply and fix) 1 year hire	95.00	190.00	£115.00	£230.00	21%	21%
Medway 'Eco-surround' Adult (supply and fix) 5 year hire	140.00	280.00	£160.00	£320.00	14%	14%
Medway 'Eco-surround' Child (supply and fix) 5 year hire	125.00	250.00	£135.00	£270.00	8%	8%
Medway 'Eco-surround' Cremated Remains (supply and fix) 5 year hire	130.00	260.00	£145.00	£290.00	12%	12%

MISCELLANEOUS

	Fee 2011/12		Proposed Fee 2012/2013		increase	
	Resident	Non Resident	Resident	Non Resident	Resident	Non Resident
Use of Cemetery Chapel (Duration of Service: 45 minutes).	75.00	150.00	£75.00	£150.00	0%	0%
Use of Cemetery Chapel (Children up to 5th Birthday)	No Charge	100.00	No Charge	£100.00	0%	0%
Private Use of Cemetery Chapel	90.00	125.00	£90.00	£125.00	0%	0%
Bench dedications 10 yr from:	750.00	1750.00	£1,200.00	£1,750.00	60%	0%
Re-open walled grave - from:	230.00	460.00	£235.00	£470.00	2%	2%
Exhumation - starts from:	1060.00	2120.00	£1,060.00	£2,120.00	0%	0%
Exhumation of cremated remains - from:	345.00	690.00	£345.00	£690.00	0%	0%
Woodland Burial fee (including tree) - includes exclusive right of burial (99 years) (CHATHAM ONLY)	875.00	1750.00	£1,125.00	£2,250.00	29%	29%
Woodland Interment of cremated remains includes exclusive right of burial (99 years) (CHATHAM ONLY)	450.00	1000.00	£490.00	£1,000.00	9%	0%
Topping up and seeding. From:	50.00	50.00	£50.00	£50.00	0%	0%
Woodland and other Tree plaques (10 years). From			£150.00	£150.00		
Grave identification and photograph			£35.00	£35.00		

BUSINESS SUPPORT DEPARTMENT (BSD)

(All charges include VAT where applicable)

**BEREAVEMENT SERVICES
CREMATORIUM**

CREMATION FEE. *The Cremation fee includes all Medical Referee Fees, use of the Chapel for 30 Minute service, Wesley Music, all attendances after the coffin has been placed on the catafalque, strewing of ashes in the Gardens (where the family are not in attendance), and where required a Certificate of Disposal and ashes box. The fee also includes a contribution to the environmental protection fund, which is being used to pay for the provision of equipment to remove mercury and other materials from cremation process.*

	Fee 2011/12 £	Proposed Fee 2012/2013 £	increase %
	Resident	Resident	
Adult cremation. Services before 9.40 deduct £25.00. Late cremation (after 15:20 add £35.00, by arrangement only)	495.00	£510.00	3%
Adult Saturday Cremation - subject to availability. Includes facilities to witness the charging of the coffin.	615.00	£635.00	3%
Under 16 Saturday Cremation - subject to availability. Includes facilities to witness the charging of the coffin.	200.00	£205.00	3%
Joint service/cremations - 2 adults (includes Medway container)	755.00	£775.00	3%
Witness Coffin being committed into Cremator (Services after 9.40 am)	20.00	£20.00	0%
Extra costs for Service Overrun from:	25.00	£27.00	8%
Child - Over 5 years and under 16 years	125.00	£125.00	0%
Child - Over 1 month to Under 5 years	100.00	£100.00	0%
Stillborn - 1 month	25.00	£25.00	0%
Body Parts, blocks and slides (no charge for stillborn etc)	70.00	£70.00	0%
NVF with service, after 9:40	25.00	£25.00	0%
NVF with no service	0.00	£0.00	0%

BUSINESS SUPPORT DEPARTMENT (BSD)

(All charges include VAT where applicable)

BEREAVEMENT SERVICES

MISCELLANEOUS

Temporary Storage of Remains - per month - (min period of storage = 3 months, payable in advance)
 Cancellation within 48 hours (Postponement - no charge)
 Receiving Ashes from elsewhere
 Witnessing Striving (Up to 2 deceased, add £5.00 per person thereafter)
 Silent disposal of ashes (Up to 2 deceased, add £5.00 per person thereafter) NEW
 Additional Medway Container (Scatter Tube add £8.00)
 Metal Urn (with cremation)
 Additional Metal Urn
 Packaging and Forwarding of Cremated Remains – UK
 Additional Chapel Time/Memorial Service
 Administration charge to cover requests for information, alterations etc to records. Genealogical searches etc
 Additional or replacement Certified Extract, label or other proof of cremation

	Fee 2011/12	Proposed Fee	increase
	£	2012/2013	%
	Resident	Resident	Resident
	25.00	£25.00	0%
	100.00	£100.00	0%
	50.00	£50.00	0%
	27.00	£27.00	0%
	20.00	£20.00	0%
	12.00	£12.00	0%
	18.00	£20.00	11%
	28.00	£30.00	7%
	50.00	£50.00	0%
	110.00	£120.00	9%
	15.00	£15.00	0%
	25.00	£25.00	0%

CREMATORIUM MEMORIALS

Book of Remembrance (includes 1 swipe card).

2 Line Entry	65.00	£67.00	3%
5 Line Entry	115.00	£118.00	3%
8 Line Entry	145.00	£150.00	3%
5 Line Entry with picture	160.00	£165.00	3%
8 Line Entry with picture	185.00	£190.00	3%
Additional screens of text, pictures etc (cost per screen)	30.00	£35.00	17%
Swipe cards	15.00	£16.00	7%

Book of Remembrance for Babies (includes 1 swipe card)

Charge Per Line	15.00	£15.00	0%
Charge For Motif	45.00	£50.00	11%

Miniature Books (Existing books only)

Charge Per Line	16.00	£18.00	13%
Charge For Motif	45.00	£50.00	11%

Memorial Plaques (10 years)

Garden Plaque - Applicant free text	150.00	£155.00	3%
Organist (not paid to LA)	30.00	£30.00	0%

Other memorials and services available subject to demand and availability. Fees determined as necessary.
 Medical Referee fees are included in the cremation fee - where the doctors fee increases, the cremation fee to be increased accordingly.

BUSINESS SUPPORT DEPARTMENT (BSD)

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(All charges include VAT where applicable)

Medway Register Office

ALL CEREMONIES - APPROVED PREMISES

Booking Deposit (additional to Ceremony Fee - non refundable)

Monday to Friday

Saturday

Sunday and Bank Holidays

Notice appointment fee

Proposed Proposed		Increase
Fee	Fee	
2011/12	2012/13	%
£	£	
50.00	50.00	0%
400.00	410.00	3%
450.00	480.00	7%
525.00	550.00	5%
0.00	20.00	NEW

ALL CEREMONIES Corn Exchange/Guildhall

**Venues annexed to the Register Office, for upto 60 Guests.
(Larger parties subject to negotiation in context)**

Booking Deposit (additional to Ceremony Fee - non refundable)

Monday to Friday

Saturday

Sunday - Bank Holidays

20.00	20.00	0%
180.00	180.00	0%
220.00	220.00	0%
265.00	265.00	0%

Handling Fees for bookings on behalf of other premises

20 % of fee charged by premises

BUSINESS SUPPORT DEPARTMENT (BSD)

(All charges include VAT where applicable)

Nationality Checking/Checking documents fee -first hour (2 adults , married same address or one single person)
 Nationality checking/Checking documents fee -(extension to the hour where necessary - children from married couples, complicated cases etc).
 Checking documents fee - each additional member
 Personal Citizenship Ceremonies (fee to match registration service proportion of Home Office naturalisation fee).
 Name Change Deed
 Certificates
 Letters
 Initial licensing/Renewal of a venue
 Request for review

	Proposed Proposed		Increase
	Fee 2011/12	Fee 2012/13	
	67.00	67.00	0%
	33.50	33.50	0%
	20.00	20.00	0%
	95.00	110.00	16%
	33.50	33.50	0%
	9.00	9.00	0%
	7.50	7.50	0%
	1500.00	1800.00	20%
	430.00	430.00	0%

Sale of Products/Additional Services

Priority Certificate Production
 - Scrolls
 Citizenship Medallion
 - Commemorative Certificates
 - Bespoke and foil embossed (max)
 - Frames (max)
 - Commemorative Monograms (postage extra)
 - Bespoke and heavily foil embossed with frame(max)
 - Bespoke and plain (with frame)(max)
 - Bespoke and plain (without frame)(max)
 postage 2nd
 postage 1st

	11.00	11.00	0%
	0.00	0.00	0%
	6.00	6.00	0%
	9.00	9.00	0%
	0.00	0.00	0%
	50.00	50.00	0%
	35.00	35.00	0%
	30.00	30.00	0%
	0.50	0.50	0%
	0.00	1.00	NEW

BUSINESS SUPPORT DEPARTMENT (BSD)

Community Interpreting Service (CIS)

Translation Charges

Translation can be delivered electronically, by fax or as a hard copy.

All prices are excluding VAT

Language	Letters and other simple format documents		Multilingual leaflets, complex or urgent	
	Rate/ 1000 words £	Minimum 200 words £	Rate/ 1000 words £	Minimum 200 words £
Albanian	130.00	40.00	138.00	40.00
Arabic	130.00	35.00	155.00	45.00
Bengali	130.00	35.00	155.25	35.00
Bosnian/Serbo-Croat	130.00	35.00	155.25	50.00
Chinese	130.00	40.00	155.25	40.00
Czech	130.00	35.00	155.25	50.00
Danish	172.50	50.00	172.50	50.00
Dutch	130.00	PAO	172.50	PAO
Farsi/Persian	155.25	40.00	155.25	45.00
French	130.00	35.00	138.00	35.00
German	130.00	35.00	138.00	35.00
Greek	130.00	40.00	155.25	35.00
Gujarati	155.25	35.00	155.25	35.00
Hindi	155.25	35.00	155.25	35.00
Hungarian	130.00	40.00	155.25	POA
Italian	130.00	35.00	138.00	35.00
Japanese	130.00	35.00	172.50	60.00
Kurdish Kurmanji	172.50	55.00	172.50	55.00
Kurdish Sorani	172.50	55.00	172.50	55.00
Latvian	130.00	35.00	155.25	50.00
Lithuanian	130.00	40.00	155.25	50.00
Nepalese	155.25	50.00	155.25	50.00
Polish	130.00	35.00	138.00	35.00
Punjabi	155.25	35.00	155.25	35.00
Portuguese	130.00	35.00	138.00	45.00
Pashto	155.25	40.00	155.25	40.00
Romanian	130.00	35.00	155.25	50.00
Russian	130.00	35.00	138.00	40.00

Community Interpreting Service (CIS)

Translation Charges

Translation can be delivered electronically, by fax or as a hard copy.
All prices are excluding VAT

Language	Letters and other simple format documents		Multilingual leaflets, complex or urgent
	£	£	
Somali	138.00	40.00	138.00 40.00
Swahili	155.25	50.00	155.25 50.00
Tamil	155.00	40.00	155.00 40.00
Thai	172.50	40.00	172.50 40.00
Turkish	130.00	35.00	138.00 35.00
Ukrainian	155.25	40.00	155.25 40.00
Vietnamese	138.00	45.00	138.00 35.00
Urdu	155.25	35.00	155.25 35.00

Other languages available on request

Face to Face Interpreting Charges

Charges are made in increments of 15 minutes for interpreting and travel time

	Charges per hour	
	Travel time	Interpreting
	£	£
Mon-Fri 8am-8pm	31.00	34.00
Mon-Fri 8pm-8am	31.00	41.00
Saturdays	31.00	41.00
Sundays & Bank Holidays	31.00	48.00

Telephone Interpreting Charges

Cost per 30 minutes telephone interpreting (minimum charge) + utility charge* if applicable

	£
Mon-Fri 8am-8pm	27.00
Mon-Fri 8pm-8am	30.00
Saturdays	30.00
Sundays & Bank Holidays	32.50

*applies only to calls made by interpreters for the actual duration of telephone interpreting at £0.10/minute for land lines and £0.30 or higher/minute for mobiles.

BUSINESS SUPPORT DEPARTMENT (BSD)

(All charges include VAT where applicable)

LOCAL LAND CHARGES

	Fee 2011/12 £	Proposed Fee 2012/13 £	Increase %
LLC1 only	25.00	25.00	0.00%
Additional parcel of land	20.00	20.00	0.00%
Standard search incl LLC1 fee	75.00	75.00	0.00%
Additional parcel of land	35.00	35.00	0.00%
Part II printed enquiry - Con290 Questions 4 & 7-21	10.00	10.00	0.00%
Part II printed enquiry - Con290 Questions 5 & 22	15.00	15.00	0.00%
Admin. fee for additional enquiries	10.00	10.00	0.00%
Expedited Service for Standard search - returned electronically within 1-working day	15.00	15.00	0.00%
Updated service for Full search first 3 months - free	0.00	0.00	0.00%
Updated service for Full search - fee imposed for 3-6 months	40.00	40.00	0.00%
Inspection of LLC Register under EIR	0.00	0.00	0.00%
Enhanced personal search service for the LLC Register	11.00	11.00	0.00%
Additional parcel of land	1.05	1.00	-4.76%
Enhanced component data service - Con29R Questions 1.1a-e; 1.2 - 3.7 & 3.9 - 3.13	2.50	2.50	0.00%
Enhanced component data service - Con29R Questions 1.1f-h & 3.8	3.00	3.00	0.00%
Registration of a charge in Part 11 of the register	Hourly rate		
Filing a definitive certificate of the Lands Tribunal under rule 10(3)	10.00	10.00	0.00%
Filing a judgement, order or application for the variation or cancellation of an entry in Part 11 of the register	20.00	20.00	0.00%
Inspection of documents filed under rule 10 in respect of each parcel of land	5.00	5.00	0.00%
Official search (including issue of official certificate of search): -			
a) In any one part of the register	5.00	5.00	0.00%
b) In the whole of the register			
(i) where the request is made by electronic means in accordance with rule 16; and	25.00	25.00	0.00%
(ii) in any other case			
and in addition, in respect of each parcel of land above one, where under rule 11(3) more than one parcel is included in the same requisition (where the requisition is for a search in the whole or in any part of the register), subject to a maximum of £240	25.00	25.00	0.00%
Office copy of an entry in the register (not including a copy or extract of any plan or document filed pursuant to these Rules)	2.50	2.50	0.00%
Office copy of any plan or other documents filed pursuant to the Rules	Hourly Rate		

BUSINESS SUPPORT DEPARTMENT (BSD)

(All charges include VAT where applicable)

LICENSING

Pleasure Boat

Sex Shop & Sex Cinema

- New	4200.00	4,300.00	2.38%
- Renewal and transfer	2625.00	2,700.00	2.86%

Sexual Entertainment Venues

- New	4200.00	4,300.00	2.38%
- Renewal (dealt with in the same way as new application)	4200.00	4,300.00	2.38%

Street Trading

Street Trading Licence	275.00	280.00	1.82%
Street Trading Consent	275.00	280.00	1.82%
Street Trading Consent – Festivals (per day)	60.00	65.00	8.33%

Motor Salvage Operator

Individual	60.00	65.00	8.33%
Partnership	75.00	80.00	6.67%
Limited Company	100.00	105.00	5.00%

Hackney Carriage and Private Hire Fees

Vehicle Licence Fees (press notice needed)

- Vehicles under 3 years old	80.00	80.00	0.00%
- Vehicles 3 – 5years old	130.00	130.00	0.00%
- Vehicles over 5years old	140.00	140.00	0.00%
Drivers Licence (3 year)	160.00	160.00	0.00%
Knowledge Test	65.00	65.00	0.00%

Operators Fees (press notice needed)

Operators Licence A (1-6 vehicles)	90.00	90.00	0.00%
Operators Licence B (7-12 vehicles)	200.00	200.00	0.00%
Operators Licence C (over 12 vehicles)	315.00	315.00	0.00%
Plate Replacements &	25.00	25.00	0.00%
Transfer of Ownership	25.00	25.00	0.00%
Driver licence badge replacement	5.00	5.00	0.00%
Application Fee	25.00	25.00	0.00%
Duplicate Licence Fee	0.00	10.50	100.00%

(All charges include VAT where applicable)
Licensing Act 2003 New fees and Charges (Set by Government)

Premises License, Club Premises Certificate, variation and conversion Fees

New premises fees structure is based on NNDR values

New Applications for premises licence, Club premises certificate, Variation (not changes of name and address etc or change of designated premises supervisor), including grandfather conversion and variations in transition period.

	Fee 2011/12 £	Proposed Fee 2012/13 £	Increase %
BAND A £ 0 - £4,300	100.00	100.00	0.00%
BAND B £4301-£33000	190.00	190.00	0.00%
BAND C £33001-£87000	315.00	315.00	0.00%
BAND D £87001-£125000	450.00	450.00	0.00%
BAND E £125001 and over	635.00	635.00	0.00%

Fee per band annual charge for premises licences and club premises certificates

BAND A £ 0 - £4,300	70.00	70.00	0.00%
BAND B £4301-£33000	180.00	180.00	0.00%
BAND C £33001-£87000	295.00	295.00	0.00%
BAND D £87001-£125000	320.00	320.00	0.00%
BAND E £125001 and over	350.00	350.00	0.00%

Additional Fee for exceptionally large scale events requiring premises licenses, based on occupancy.

Number of Occupants	2011/12 £	Proposed Fee 2012/13 £	Increase %
5000-9999	1000.00	1,000.00	0.00%
10000-14999	2000.00	2,000.00	0.00%
15000-19999	4000.00	4,000.00	0.00%
20000-29999	8000.00	8,000.00	0.00%
30000-39999	16000.00	16,000.00	0.00%
40000-49999	24000.00	24,000.00	0.00%
50000-59999	32000.00	32,000.00	0.00%
60000-69999	40000.00	40,000.00	0.00%
70000-79999	48000.00	48,000.00	0.00%
80000-89999	56000.00	56,000.00	0.00%
90000 and over	64000.00	64,000.00	0.00%

BUSINESS SUPPORT DEPARTMENT (BSD)

(All charges include VAT where applicable)
 Additional Annual Fee for exceptionally large scale events requiring premises licenses, based on occupancy.

Number of Occupants	Fee 2011/12 £	Proposed Fee 2012/13 £	Increase %
5000-9999	500.00	500.00	0.00%
10000-14999	1000.00	1,000.00	0.00%
15000-19999	2000.00	2,000.00	0.00%
20000-29999	4000.00	4,000.00	0.00%
30000-39999	8000.00	8,000.00	0.00%
40000-49999	12000.00	12,000.00	0.00%
50000-59999	16000.00	16,000.00	0.00%
60000-69999	20000.00	20,000.00	0.00%
70000-79999	24000.00	24,000.00	0.00%
80000-89999	28000.00	28,000.00	0.00%
90000 and over	32000.00	32,000.00	0.00%
Minor Variation Application - Premises Licence	89.00	89.00	0.00%

Personal Licences

Personal fee	37.00	37.00	0.00%
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BUSINESS SUPPORT DEPARTMENT (BSD)

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(All charges include VAT where applicable)
Miscellaneous Licence fees and charges

	Fee 2011/12 £	Proposed Fee 2012/13 £	Increase %
Application for copy of licence or summary on theft, loss etc of premises licence or summary	10.50	10.50	0.00%
Notification of change of name or address (holder of premise licence)	10.50	10.50	0.00%
Application to vary /specify individual as premises supervisor	23.00	23.00	0.00%
Application to transfer premises licence	23.00	23.00	0.00%
Interim authority notice	23.00	23.00	0.00%
Application for making a provisional statement	315.00	315.00	0.00%
Application for copy of certificate or summary on theft, loss etc of certificate or summary	10.50	10.50	0.00%
Notification of change of name or alteration of club rules	10.50	10.50	0.00%
Change of relevant registered address of club	10.50	10.50	0.00%
Temporary event notices	21.00	21.00	0.00%
Application for copy of notice on theft, loss etc of temporary event	10.50	10.50	0.00%
Application for copy of licence on theft, loss etc of personal licence.	10.50	10.50	0.00%
Notification of change of name or address (personal licence)	10.50	10.50	0.00%
Notice of interest in any premises	21.00	21.00	0.00%
Right of freeholder etc. to be notified of licensing matters	21.00	21.00	0.00%

Amusement with Prize Machines

GAMBLING ACT 2005

Premises Licence (Maximum Fee set by Government - local authorities have discretion to set fees based on cost)

Variation Applications

Betting (Track)	950.00	975.00	2.63%
Betting (Other)	1200.00	1,230.00	2.50%
Family Entertainment Centre	900.00	925.00	2.78%
Adult Gaming Centre	900.00	925.00	2.78%
Bingo	1500.00	1,550.00	3.33%

Non Conversion Applications (New Premises) and Provisional

Applications (New)

Betting (Track)	1750.00	1,800.00	2.86%
Betting (Other)	2500.00	2,550.00	2.00%
Family Entertainment Centre	1500.00	1,550.00	3.33%
Adult Gaming Centre	1500.00	1,550.00	3.33%
Bingo	3000.00	3,050.00	1.67%

BUSINESS SUPPORT DEPARTMENT (BSD)

(All charges include VAT where applicable)

Non-Conversion Fee in respect of Provisional Statement

	Fee 2011/12 £	Proposed Fee 2012/13 £	Increase %
Premises			
Betting (Track)	950.00	975.00	2.63%
Betting (Other)	1200.00	1,225.00	2.08%
Family Entertainment Centre	900.00	925.00	2.78%
Adult Gaming Centre	900.00	925.00	2.78%
Bingo	900.00	925.00	2.78%
Copy of a Licence (Government maximum fee)	25.00	25.00	0.00%
Change of Circumstances (Government maximum fee)	50.00	50.00	0.00%

Transfer/Reinstatement of Licence

Betting (Track)	900.00	925.00	2.78%
Betting (Other)	900.00	925.00	2.78%
Family Entertainment Centre	575.00	585.00	1.74%
Adult Gaming Centre	850.00	870.00	2.35%
Bingo	850.00	870.00	2.35%

Annual Fee

Betting (Track)	950.00	975.00	2.63%
Betting (Other)	425.00	450.00	5.88%
Family Entertainment Centre	575.00	585.00	1.74%
Adult Gaming Centre	900.00	925.00	2.78%
Bingo	900.00	925.00	2.78%

PERMITS (Set by Government - No discretion for local authorities)

Licensed Premises Gaming Machine Permit

Grant	150.00	150.00	0.00%
Existing operator grant	100.00	100.00	0.00%
Variation	100.00	100.00	0.00%
Transfer	25.00	25.00	0.00%
Annual Fee	50.00	50.00	0.00%
Change of Name	25.00	25.00	0.00%
Copy of Permit	15.00	15.00	0.00%

Licensed Premises Automatic Notification Process (2 or less gaming machines)

On notification	50.00	50.00	0.00%
Copy of notification	10.50	10.50	0.00%

BUSINESS SUPPORT DEPARTMENT (BSD)

(All charges include VAT where applicable)

Club Gaming Permits

	Fee 2011/12 £	Proposed Fee 2012/13 £	Increase %
Grant	200.00	200.00	0.00%
Grant (Club Premises Certificate holder)	100.00	100.00	0.00%
Existing Operator Grant	100.00	100.00	0.00%
Variation	100.00	100.00	0.00%
Renewal	200.00	200.00	0.00%
Renewal (Club Premises Certificate holder)	100.00	100.00	0.00%
Annual Fee	50.00	50.00	0.00%
Copy of Permit	15.00	15.00	0.00%

Club Machine Permits

	Fee 2011/12 £	Proposed Fee 2012/13 £	Increase %
Grant	200.00	200.00	0.00%
Grant (Club Premises Certificate holder)	100.00	100.00	0.00%
Existing Operator Grant	100.00	100.00	0.00%
Variation	100.00	100.00	0.00%
Renewal	200.00	200.00	0.00%
Renewal (Club Premises Certificate holder)	100.00	100.00	0.00%
Annual Fee	50.00	50.00	0.00%
Copy of Permit	15.00	15.00	0.00%

Family Entertainment Centre Gaming Machine Permits

	Fee 2011/12 £	Proposed Fee 2012/13 £	Increase %
Grant	300.00	300.00	0.00%
Renewal	300.00	300.00	0.00%
Existing Operator Grant	100.00	100.00	0.00%
Change of Name	25.00	25.00	0.00%
Copy of Permit	15.00	15.00	0.00%

Prize Gaming Permits

	Fee 2011/12 £	Proposed Fee 2012/13 £	Increase %
Grant	300.00	300.00	0.00%
Renewal	300.00	300.00	0.00%
Existing Operator Grant	100.00	100.00	0.00%
Change of Name	25.00	25.00	0.00%
Copy of Permit	15.00	15.00	0.00%

Small Lottery Registration

	Fee 2011/12 £	Proposed Fee 2012/13 £	Increase %
Grant	40.00	40.00	0.00%
Annual Fee	20.00	20.00	0.00%

BUSINESS SUPPORT DEPARTMENT (BSD)

(All charges include VAT where applicable)
St George's Centre Hall Hire rates
(Bank Holidays, New Years Eve, Christmas On Application)

Monday - Thursday

	Fee 2011/12 £	Proposed Fee 2012/13 £	Increase %
Half Day 9am - 12.30pm or 1.30pm to 5pm			
- Charity/Community Groups	250.00	256.00	2.40%
- All Others	310.00	318.00	2.58%
Full Day 9am - 5pm			
- Charity/Community Groups	465.00	477.00	2.58%
- All Others	580.00	595.00	2.59%
Evening 6pm - 12 midnight			
- Charity/Community Groups	330.00	338.00	2.42%
- All Others	415.00	425.00	2.41%

Friday, Saturday or Sunday

	Fee 2011/12 £	Proposed Fee 2012/13 £	Increase %
Half Day 9am - 12.30pm or 1.30pm to 5pm			
- Charity/Community Groups	250.00	256.00	2.40%
- All Others	310.00	318.00	2.58%
Full Day 9am - 5pm			
- Charity/Community Groups	465.00	477.00	2.58%
- All Others	580.00	595.00	2.59%
Evening 6pm - 12 midnight			
- Charity/Community Groups	500.00	513.00	2.60%
- All Others	625.00	641.00	2.56%

Audio Visual Equipment

	Fee 2011/12 £	Proposed Fee 2012/13 £	Increase %
Half Day 9am - 12.30pm or 1.30pm to 5pm			
- Charity/Community Groups	85.00	87.00	2.35%
- All Others	105.00	108.00	2.86%
Full Day 9am - 5pm			
- Charity/Community Groups	150.00	154.00	2.67%
- All Others	185.00	190.00	2.70%
Evening 6pm - 12 midnight			
- Charity/Community Groups	130.00	133.00	2.31%
- All Others	160.00	164.00	2.50%

Use of Catering Kitchen

	Fee 2011/12 £	Proposed Fee 2012/13 £	Increase %
Half Day 9am - 12.30pm or 1.30pm to 5pm			
- Charity/Community Groups	32.00	33.00	3.13%
- All Others	40.00	41.00	2.50%
Full Day 9am - 5pm			
- Charity/Community Groups	60.00	62.00	3.33%
- All Others	75.00	77.00	2.67%
Evening 6pm - 12 midnight			
- Charity/Community Groups	80.00	82.00	2.50%
- All Others	100.00	103.00	3.00%

BUSINESS SUPPORT DEPARTMENT (BSD)

	Fee 2011/12 £	Proposed Fee 2012/13 £	Increase (%) %
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PRIVATE SECTOR HOUSING

Enforcement Activity

Copy of Notices	5.63	5.77	2.5%
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Service of statutory notice

* Will be calculated on a case by case basis

* Fee for service of statutory notices under the Housing Act 2004. The enforcement policy approved by

Inspections

Non Statutory Accommodation Inspections	92.70	96.00	3.6%
Licensing of Houses in Multiple Occupation	927.00	927.00	0.0%
Second or Subsequent Application	824.00	824.00	0.0%
Removed cannot change licence holder - must submit a new application			
Change of manager	96.40	96.40	0.0%
Licence variation	117.80	117.80	0.0%
Licence renewal fee - with no significant changes	348.10	348.10	0.0%
Licence renewal fee - with significant changes	589.20	589.20	0.0%
2nd Reminder Letter for a HMO Licence	0.00	35.00	100.0%
Unlicensed HMO Fine	0.00	150.00	100.0%

HOUSING SOLUTIONS

Weekly Cost of Temporary Accommodation

Shared 1 Bed	109.62	109.62	0.0%
1 bed self contained	158.66	158.66	0.0%
2 bed self contained*	183.58	183.58	0.0%
3 bed self contained*	200.19	200.19	0.0%
4 bed self contained*	262.50	262.50	0.0%
5 bed self contained *	319.61	319.61	0.0%

Trafalgar Court

	158.66	162.63	2.5%
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*(The above charges will be calculated using 90% of LHA rates plus £60 Management Fee).

TRAVELLERS PERMANENT ACCOMMODATION

Weekly Rent Per Pitch

	57.55	60.75	5.6%
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Electricity Pre-paid card

Recharged At Cost

BUSINESS SUPPORT DEPARTMENT (BSD)

ADULT & COMMUNITY LEARNING

	Full Fee incl Reg fee 2011/2012	Concessional Fee (70%) incl Reg fee 2011/2012	Full Fee incl Reg fee 2012/2013	Concessional Fee (70%) incl Reg fee 2012/2013	Full Fee incl Reg fee	Concessional Fee (70%) incl Reg fee
	£	£	£	£	£	£
Registration fee						
Registration fee (charge varies according to length of course):						
1-9 glh	5.00	5.00	5.0	5.0	0.0%	0.0%
10-19 glh	7.00	7.00	7.0	7.0	0.0%	0.0%
20 glh +	8.50	8.50	8.5	8.5	0.0%	0.0%
Course Fees - includes registration fee						
Adult Responsive funded courses (includes registration fee)						
<i>Academic Year £ (per hour):</i>	£ 2.73	£ 1.91	£ 2.8	£ 2.0	2.5%	2.5%
6 hours	21.00	16.00	21.5	16.4	2.5%	2.5%
10 hours	34.00	26.00	34.9	26.7	2.5%	2.5%
20 hours	63.00	47.00	64.6	48.2	2.5%	2.5%
30 hours	90.00	66.00	92.3	67.7	2.5%	2.5%
40 hours	118.00	85.00	121.0	87.1	2.5%	2.5%
60 hours	172.00	123.00	176.3	126.1	2.5%	2.5%
ACL Courses						
All levels						
<i>Academic Year £ (per hour):</i>	£ 2.86	£ 2.00	£ 2.9	£ 2.1	2.5%	2.5%
6 hours	22.00	17.00	22.6	17.4	2.5%	2.5%
10 hours	34.00	25.00	34.9	25.6	2.5%	2.5%
20 hours	64.00	47.00	65.6	48.2	2.5%	2.5%
30 hours	94.00	69.00	96.4	70.7	2.5%	2.5%
40 hours	123.00	89.00	126.1	91.2	2.5%	2.5%
60 hours	180.00	129.00	184.5	132.2	2.5%	2.5%
Non funded courses						
All levels						
<i>Academic Year £ (per hour):</i>	£ 3.36	n/a	£ 3.4	n/a	2.5%	n/a
6 hours	25.00	25.00	25.6	25.6	2.5%	2.5%
10 hours	39.00	39.00	40.0	40.0	2.5%	2.5%
20 hours	74.00	74.00	75.9	75.9	2.5%	2.5%
30 hours	109.00	109.00	111.7	111.7	2.5%	2.5%
40 hours	143.00	143.00	146.6	146.6	2.5%	2.5%
60 hours	210.00	210.00	215.3	215.3	2.5%	2.5%

BUSINESS SUPPORT DEPARTMENT (BSD)

	Fee 2011/12 £	Proposed Fee 2012/2013 £	Increase %
SALE OF AGENDAS			
Annual charge per committee	73.00	73.00	0%
INSPECTION OF FILES CHARGE			
Each subject matter or set of background papers (Up to 100 pages. Extra pages at 10p each)			
PHOTOCOPYING CHARGE			
Admin charge	2.00	2.00	0%
Each copy up to 20 copies	0.11	0.11	0%
Minimum charge (admin plus one copy)	2.00	2.00	0%
Each copy over 20	0.10	0.10	0%
REGISTER OF ELECTORS (Statutory)			
Full Register (restricted sales to credit agencies only) as at 1 December.			
Full register - paper format	990.00	990.00	0%
Full register - data format	337.50	337.50	0%
Edited register - paper format	415.00	415.00	0%
Edited register - data format	175.50	175.50	0%
Postage & packing	22.00	22.00	0%
Street Index	12.00	12.00	0%
Sale of Medway ward map	12.00	12.00	0%
Letter of confirmation on Register of Electors	6.00	6.00	0%
Sale of Medway ward map	12.00	12.00	0%

CHILDREN AND ADULTS DIRECTORATE

SOCIAL CARE

Clients Contributions Residential & Respite Care*

	Current Fee 2011/2012 £	Proposed Fee 2012/2013 £	Percentage Increase %
Elderly - weekly charge for Linked Service Centres (full cost clients)	448.00	468.00	4.46%
Elderly - weekly charge for Linked Service Centres (other local authorities)			
- Robert Bean Lodge #	700.31	718.00	2.53%
- Nelson Court #	899.35	922.00	2.52%
- Platters Farm #	612.81	628.00	2.48%
Older People Mental Health Needs Additional Weekly Charge #	99.52	102.00	2.49%

NB: the weekly charges for other local authorities are subject to change dependant upon outcome of budget build process. However we have included to illustrate potential percentage increase.

Learning Disability - weekly charge for Respite Care (full cost clients & other local authorities)

	1,714.08	1,757.00	2.50%
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Homecare*

Charge actual hourly rate for full costs clients, but capped at £15.00

	14.18	15.00	5.78%
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Day Centre Rates*

Learning Disabilities Including Transport (full cost clients and other local authorities)	64.78	66.40	2.50%
Learning Disabilities Excluding Transport (full cost clients and other local authorities)	44.30	45.40	2.48%
Physical Disabilities Including Transport (full cost clients and other local authorities)	67.55	69.20	2.44%
Physical Disabilities Excluding Transport (full cost clients and other local authorities)	47.95	49.20	2.61%
Learning Disabilities Enhanced Care Including Transport (full cost clients and other local authorities)	156.41	160.00	2.30%
Learning Disabilities Enhanced Care Excluding Transport (full cost clients and other local authorities)	126.20	129.00	2.22%

CHILDREN AND ADULTS DIRECTORATE

Charges for Meals and Snacks at Internal Services*

Mid Morning/Afternoon Tea/Coffee Toast & Biscuits
 Midday Meals and am/pm Snacks
 Midday Meal Charge

Meals Delivery Service*

NB: Income collected directly by supplier who bills for a net amount

	Current Fee 2011/2012 £	Proposed Fee 2012/2013 £	Percentage Increase %
	1.68	1.70	1.19%
	5.57	5.70	2.33%
	3.89	4.00	2.83%
	3.90	4.00	2.56%
<u>Adoption</u>			
Inter-country adoption assessments			
First Assessment	4,828.00	4,950.00	2.53%
Second Assessment	2,414.00	2,475.00	2.53%
Placement Report	27.21	27.90	2.54%
<i>BAAF National Charging Arrangement</i>			
<u>Parklands</u>			
After School Club (per child per session)	8.00	8.00	0.00%
Youth Group (per child per session)	8.00	8.00	0.00%
Half Term (per child per session)	16.00	16.00	0.00%
Easter and Summer Play Schemes (per child per session)	16.00	16.00	0.00%
Saturday Club (per child per session)	16.00	16.00	0.00%
<u>HOME TO SCHOOL/COLLEGE TRANSPORT</u>			
Vacant Seats Payment	518.62	530.00	2.20%

Directorate	Name of Function or Policy or Major Service Change		
Business Support	Capital and Revenue Budgets 2012-2013		
Officer responsible for assessment	Date of assessment	New or existing?	
Mick Hayward Chief Finance Officer	February 2012	New	
Defining what is being assessed			
1. Briefly describe the purpose and objectives	The capital and revenue budgets 2012/2013 set out the council's spending plans and how it intends to resource the delivery of services in 2012/13. In accordance with the constitution these are to be submitted to Council on 23rd February, a special meeting convened to set the council tax. Like last year, to deliver a sustainable budget significant savings have been identified.		
2. Who is intended to benefit, and in what way?	The budget must enable the council to provide services. It supports delivery of council provision which is underpinned by the council's two core values Giving value for money Putting the customer at the centre of everything we do This assessment reviews the possible cumulative impact of the proposals identified in the budget report.		
3. What outcomes are wanted?	A sustainable budget is agreed which supports the council in delivering its priorities and in meeting statutory responsibilities.		

<p>4. What factors/forces could contribute/detract from the outcomes?</p>	<p>Contribute Good planning and effective use of information and intelligence</p> <p>Effective joined up working across the council to deliver services</p> <p>In relation to the adult social care, it should be noted that the independent sector constitutes 97% of the care market in Medway and in 2011, 95% were rated as good and excellent (good 58% and excellent 37%) by the Care Quality Commission.</p> <p>If decisions are made to outsource services, it is proposed to involve service users and their families in the specification of outcomes/ outputs to be achieved by the provider and the evaluation of the contract to provide further reassurance.</p>	<p>Detract</p> <p>Further funding cuts</p> <p>Increased demand</p> <p>Poor performance monitoring in year</p>
<p>5. Who are the main stakeholders?</p>	<p>Residents, businesses located in Medway councillors, partners, officers.</p>	
<p>6. Who implements this and who is responsible?</p>	<p>Senior managers.</p>	

<p>Assessing impact</p>		
<p>7. Are there concerns that there <u>could</u> be a differential impact due to <i>racial groups</i>?</p>	<p>NO</p>	<p>None of the services have reported service reductions that might impact disproportionately due to people's ethnic or racial group. However this will continue to be monitored to look for any unintentional or unidentified impact in the future.</p>
<p>What evidence exists for this?</p>		

<p>8. Are there concerns that there <u>could</u> be a differential impact due to <i>disability</i>?</p>	<p>YES</p>	<p>To deliver a sustainable council budget service savings have been identified that could have a differential impact due to disability. Where this is the case the Council is committed to ensuring that Diversity Impact Assessments are undertaken to inform decision-making and that appropriate mitigating actions are considered and taken to deliver services to disabled people that need them. The consultation on the proposed changes is due to finish 9th February and any further issues not already identified will be incorporated.</p>
<p>What evidence exists for this?</p>	<p>The DIAs undertaken by the Adult Social Care Service, in relation to service saving proposals, which will be included as part of the Cabinet report on these proposals, have highlighted a potential impact on disabled people. For example the proposed decommissioning of the Balfour Centre will have an impact on disabled people, as they are the primary users.</p> <p>If the decision to close the Balfour Centre is made, to support service users to access appropriate, good quality alternative independent provision it is proposed to develop individualised move –on plans that will identify the specific needs and wishes of each service user; provide opportunities at the Centre to meet the alternative providers some of whom are willing to offer taster sessions and ensure that everyone involved in an individual’s care is kept informed to provide reassurance.</p> <p>The proposed changes to the charging policy will mean that people with mental health needs would be financially assessed, for the majority this proposal would mean the introduction of the requirement to have financial assessment for a contribution to some of the services they need through a personal budget. This change is designed to ensure equal treatment of all people with eligible needs for adult social care.</p> <p>A majority (66%) of the consultation respondents (277 to date) agreed that everyone should have a financial assessment to ascertain whether a contribution should be made to services received, 20% disagreed with the proposal, 14% gave a don’t know or blank reply.</p> <p>The proposal to outsource the service delivery at</p>	

	<p>Nelson Court, Platters Farm Lodge and Robert Bean Lodge impacts on older people with dementia.</p> <p>If the decision is taken to outsource these services then the residents and services users for these residential and day care services would continue to be provided with a service, of comparable quality, that would be delivered by an independent provider.</p> <p>The introduction of a charge for issuing the Blue Badge results from nationally introduced changes, with a view to ensuring the scheme is not abused. Consultation responses from 500 current badge holders in Medway were sought. Valid responses were received from 142 badge holders and the majority would not be discouraged at the introduction of a charge of £10 or less.</p> <p>The impact of the proposed review of the SEN policy and procurement will be the subject of a full DIA. Any revised policy must continue to enable children and young people who are legally entitled to such transport to be transported to school by the local authority. Routes and pick up points may change for some children. There will be consultation and a full impact assessment as part of this process.</p>	
<p>9. Are there concerns that there <u>could</u> be a differential impact due to <i>gender</i>?</p>	<p>YES</p>	<p>To deliver a sustainable council budget service savings have been identified that could have a differential impact due to gender. Where this is the case the Council is committed to ensuring that Diversity Impact Assessments are undertaken to inform decision-making and that appropriate mitigating actions are considered and taken to deliver services to people that need them.</p>
<p>What evidence exists for this?</p>	<p>The proposed savings identified by Adult Social Care in relation to outsourcing the service delivery at Nelson Court, Platters Farm Lodge and Robert Bean Lodge disproportionately affect women because they make up 44 of the 62 service users.</p> <p>.</p> <p>If the decision is taken to outsource these services then the residents and services users for these residential and day care services would continue to be provided with a service of comparable quality delivered by an independent provider and would be involved in identifying what constitutes a good</p>	



	quality service.	
10. Are there concerns there <u>could</u> be a differential impact due to <i>sexual orientation</i>?		None of the services have reported service reductions that might impact disproportionately. However this will continue to be reviewed to look for any unintentional or unidentified impact in the future.
	NO	
What evidence exists for this?		
11. Are there concerns there <u>could</u> be a have a differential impact due to <i>religion or belief</i>?		None of the services have reported service reductions that might impact disproportionately. However this will continue to be reviewed to look for any unintentional or unidentified impact in the future.
	NO	
What evidence exists for this?		
12. Are there concerns there <u>could</u> be a differential impact due to people's age?	YES	To deliver a sustainable council budget service savings have been identified that could have a differential impact due to age. Where this is the case the Council is committed to ensuring that Diversity Impact Assessments are undertaken to inform decision-making and that appropriate mitigating actions are considered and taken to deliver services to people that need them.
What evidence exists for this?	<p>The proposed savings identified by Adult Social Care in relation to outsourcing the service delivery at Nelson Court, Platters Farm Lodge and Robert Bean Lodge affect older people (61/62 are aged over 65).</p> <p>If the decision is taken to outsource these services then the residents and services users for these residential and day care services would continue to be provided with a service, of comparable quality, delivered by an independent provider.</p> <p>The proposed decommissioning of the Balfour Centre will impact on adults aged under 65 years, as they are majority (80%) of users.</p> <p>If the decision to close the Balfour Centre is made, to support service users to access alternative independent provision it is proposed to develop individualised move –on plans that will identify the specific needs and wishes of the service user; provide opportunities at the Centre to meet the</p>	

	<p>alternative providers some of whom are willing to offer taster sessions and ensure that everyone involved in an individual's care is kept informed to provide reassurance.</p> <p>Children and young people will be impacted by the proposed review of the SEN policy and procurement arrangement. This will be the subject of a DIA. Any revised policy must continue to enable children and young people who are legally entitled to such transport to be transported to school by the local authority. Routes and pick up points may change for some children. There will be consultation and a full impact assessment as part of this process. The DIA will identify any potential adverse impact and mitigations that can be put in place.</p> <p>Young People will be impacted by the on-going review of the youth service. The Youth Services will continue to meet the needs of young people in need of support. Services will continue to be targeted to ensure they are available to the most vulnerable young people. A DIA will identify any potential adverse impact and mitigations that can be put in place.</p>	
<p>13. Are there concerns that there <u>could</u> be a differential impact due to <i>being transgendered or transsexual</i>?</p>	<p>NO</p>	<p>None of the services have reported service reductions that might impact disproportionately. However this will continue to be monitored to look for any unintentional or unidentified impact in the future.</p>
<p>What evidence exists for this?</p>		
<p>14. Are there any <i>other</i> groups that would find it difficult to access/make use of the function (e.g. people with caring responsibilities or dependants, those with an offending past, or people living in rural areas)?</p>	<p>YES</p>	<p>Concerns in relation to continuing to provide good quality support to carers have been raised through the consultation process on the proposals by Adult Social Care Services.</p> <p>Carers will be offered a Carers' Assessment to establish their needs and how these can be met.</p>
<p>What evidence exists for this?</p>		
<p>15. Are there concerns there <u>could</u> be a have a differential</p>		<p>Brief statement of main issue Some clients are impacted by a number of</p>

<p>impact due to <i>multiple discriminations</i> (e.g. disability <u>and</u> age)?</p>	<p>NO</p>	<p>changes, not because of the protected category they are part of but because of the services they use. The individual move on plans are being introduced to ensure that those potentially impacted by several changes receive a robust level of support and move on plans are in place and monitored regularly.</p>
<p>What evidence exists for this?</p>		

<p>Conclusions & recommendation</p>		
<p>16. Could the differential impacts identified in questions 7-15 amount to there being the potential for adverse impact?</p>	<p>YES</p>	<p>Many of the services proposed to undergo changes are provided to particular groups so the impact will be specifically on that group. This is not surprising when such significant funding reductions need to be incorporated into the budget.</p>
<p>17. Can the adverse impact be justified on the grounds of promoting equality of opportunity for one group? Or another reason?</p>	<p>YES</p>	<p>N/A</p>
	<p>NO</p>	
<p>Recommendation to proceed to a full impact assessment?</p>		
<p>NO, BUT ...</p>	<p>What is required to ensure this complies with the requirements of the legislation? (see DIA Guidance Notes)?</p>	<p>The impact on disabled people has been identified. Consultation on the proposals by Adult Social Care are continuing until 9th February 2012 and the outcomes of these will be published on 10th February 2012, together with the Diversity Impact Assessments. Individual services have undertaken impact assessments and this form aggregates the finding from those assessments to date. In doing so the council recognises that individual proposals on their own may not be significant but the cumulative impact of a number of proposals could have an impact on particular groups. The council has attempted to minimise impact on particular groups.</p> <p>Although diversity impact assessments help to anticipate the likely effects of proposals on different communities and groups in reality it is likely that the full impact will only be known once it is introduced. Consequently, the council through individual services will continue to review and monitor satisfaction and take up of services and any unintentional impacts that come to light during that monitoring will be reported through existing quarterly monitoring processes.</p>

Action plan to make Minor modifications		
Outcome	Actions (with date of completion)	Officer responsible
Unintentional and unintended impact is picked up through on going monitoring	Monitor take up of and satisfaction with services	Assistant Directors
Put mitigations in place, where possible, to redress any unintended or unintentional impact identified through monitoring	Review monitoring at service and directorate level and report any impact to the Equality and access group	Assistant Directors

Planning ahead: Reminders for the next review		
Date of next review	Budget 2013-2014	
Areas to check at next review (e.g. new census information, new legislation due)	Any adverse impact identified through the course of the on going monitoring	
Signed (completing officer/service manager) 	Date	07.02.12
Signed (service manager/Assistant Director) 	Date	07.02.12



CABINET

14 FEBRUARY 2012

COUNCIL PLAN 2012/13

Portfolio Holder: Councillor Alan Jarrett, Deputy Leader and Finance

Report from: Stephanie Goad, Assistant Director Communications, Performance and Partnerships

Author: Abi Cooper, Research and Review Team Manager
Alex Sharman, Senior Research and Review Officer

Summary

The Council Plan is the organisation's over-arching business plan, setting out our commitments to achieving certain outcomes during the life of the plan. The plan was fundamentally reviewed last year and now requires updating to take account of developments including further funding reductions and ongoing work to improve services.

The Plan has been considered at the Business Support Overview and Scrutiny Committee on 2 February 2012 and Cabinet is asked to consider the comments from the Committee and recommend the Plan to Full Council on 23 February 2012 for approval.

1. Budget and Policy Framework

- 1.1 The Council Plan 2012/13 is a key part of the budget and policy framework which is developed alongside the 2012/13 capital and revenue budget proposals in order to align the council's business planning and budget setting process. Therefore, this is a matter for Full Council.
- 1.2 The Cabinet is asked to accept this as a matter of urgency to enable its views to be reported to Full Council on 23 February 2012.

2. Background

- 2.1 As the council's overarching business plan, the Council Plan identifies objectives the council wishes to achieve, and as such it is important that it is considered alongside the budget setting process. The Council Plan will form an essential part of the council's performance management framework, setting out the commitments and outcomes against which progress will be measured.
- 2.2 The last plan agreed in February 2011 was substantially reworked following the formation of the coalition government nationally and the subsequent changes to local government funding and services. These changes required a comprehensive rethink of the outcomes the council was trying to achieve. As a relatively new

document, the Council Plan must be updated to take account of recent developments (these will also be reflected in the budget). These include, for example, continuing financial pressures, the Munro Review of child protection, changes in the education and health systems. It continues to be a time of significant uncertainty and change, and remains a challenging context in which to produce a strategic plan.

- 2.3 Local Government is still adapting to changes in the regulatory framework including the abolition of CAA and transparency requirements. In the current environment it is important that the council continues to be clear about overall priorities and resource allocation.
- 2.4 Monitoring of the Council Plan will continue on a quarterly basis, focusing on the Key Measures of Success. Management and reporting on operational performance will continue to be undertaken by services and directorate management teams.
- 2.5 A Foreword from the Leader of the Council will be drafted in advance of Full Council for inclusion in the final document.

3. Issues

- 3.1 Significant national funding and policy changes are ongoing and these continue to be reflected in the work that is being prioritised in the Council Plan.
- 3.2 Last year's Council Plan included a small number of crosscutting key change projects to illustrate how the council was achieving its priorities. In next year's plan we propose to focus on updates on the Better for Less suite of projects.
- 3.3 As with previous years, further work on the measures and their associated targets will be required in the run-up to 2011/12 year-end and will be reported at Cabinet in July 2012 and to Overview and Scrutiny committees in that cycle of meetings.

4. Options

- 4.1 It is proposed that the more strategic focus of the Council Plan will continue, and not a return to detailed action commitments to support the priority.
- 4.2 As options for meeting the 2012/13 budget gap are debated, some of the commitments included in the draft plan may need to be revisited. Changes made to the budget up to and including Full Council on 23 February may also have an impact which will need to be reflected in the final version.
- 4.3 Some national policy agendas continue to evolve along timelines that do not fit our planning and Member decision-making programme. It is important that the Council Plan is not so fluid as to be meaningless, but at the same time that it can accommodate in year changes if required. If such changes are required they will be presented to Members as part of quarterly monitoring.
- 4.4 Work on measures of success is ongoing to be completed for public reporting at the end of quarter 1, but as many as possible will be signed off by year end with only targets to be confirmed at a later date.

5. Consultation

- 5.1 Consultation was undertaken during development of the council plan when last year's fundamental review was undertaken. This included a focus group to test out whether the council was on the right track in terms the measures of success. Consultation from the Residents' Opinion Poll and the Citizens' Panel also informed development. The plan has been circulated to all Overview and Scrutiny Members to enable them to feed comments into this meeting.

6. Comments from Business Support Overview & Scrutiny

- 6.1 The Council Plan was presented to Business Support Overview and Scrutiny Committee on 2 February 2012. All Scrutiny Members were asked to provide comments through that meeting.
- 6.2 The Assistant Director, Communications, Performance & Partnerships, introduced the report advising that this had been circulated as a supplementary agenda. She explained that it was a high-level business plan which should be considered alongside the council's budget. There had been a radical review of the Council Plan for 2011/2012 and no major changes were proposed in the overall priorities for the council this year, the focus had been to strengthen the measures of success. This was an opportunity for Members to shape and comment on the draft plan for 2012/2013.
- 6.3 Some members of the committee commented that the draft plan did not set out how the council planned to achieve its stated priorities. The Assistant Director explained that members had endorsed the decision to produce a more focussed plan, with the detail on activity undertaken currently being included in quarterly monitoring reports. Members acknowledged that prior to 2011, the plan had become too large and had required a complete review but felt it had now become too lean. Officers were asked to consider whether more detail would be appropriate.
- 6.4 Members asked whether there was a commitment to improving Key Stage 2 (KS2) results within the plan and were advised that this was included as a measure of success in the commitment "We will champion strong leadership and high standards in schools so that all children can achieve their potential, and the gaps between the least advantaged and their peers are narrowed", as set out on page 10 of the supplementary agenda.
- 6.5 Members also asked whether there was a measure of success for looked after children being able to access the services they required, eg CAMHS. The Assistant Director advised that this was not included in the Council Plan but was a measure that the Children and Adults Directorate scrutinised carefully.
- 6.6 The committee also commented that for adult social care measures (as set out in the third commitment on page 11 of the report), there should be a distinction made between the offer and takeup of personalised budgets (as some service users would not want to have a personalised budget). Members were keen to emphasise that direct payments should not be regarded as the same as personalised budgets as there are restrictions on use of council provided services when using a direct payment that do not apply to personalised budgets.

6.7 The Committee decided to agreed to note the Council Plan 2012/2013 and forward the comments detailed above to Cabinet for consideration on 14 February 2012.

7. Response from the Assistant Director for Communications, Performance and Partnerships

7.1 The Assistant Director for Communications, Partnership and Performance welcomes the comments from Business Support Overview and Scrutiny Committee.

7.2 In relation to making a distinction made between the offer and take-up of personalised budgets, subject to Cabinet decision this proposal will be investigated and suitable performance measures proposed in June 2012, with the sign-off of 2012/13 performance data.

8. Diversity Impact Assessment

8.1 Under the Equality Act 2010 the council has legal duties to pay 'due regard' to the need to eliminate discrimination and promote equality. The priorities in the Council Plan are underpinned by the core value of 'Putting the customer at the centre of everything we do', this reinforces the importance the council places on meeting the differing needs of customers and promoting equality. The Council has a clearly set out diversity impact assessment process which describes how changes to service delivery or new services and policies should be assessed for impact and the requirement for regular review of the equality impact of services and strategies.

8.2 These processes are in place to ensure that the outcomes and initiatives set out by services, and then included in the Council Plan, meet the needs of our customers and are assessed for impact during their development. This means that officers are expected to identify and address any potential adverse impacts in line with legislation and best practice as part of implementation of the Council Plan.

8.3 Officers will continue to assess and monitor the plan, both prior to its agreement by Council, and throughout the life of the plan, to ensure compliance with all statutory requirements. The Council's equality objectives have also been included in the Council Plan.

9. Risk Management

9.1 As the Council's overarching strategic plan, risks related to delivery of the plan (including controls and mitigating actions) are developed through the Strategic Risk Register and the service planning process (in directorate business plans and service plans).

10. Financial and Legal Implications

- 10.1 The Council Plan 2012/13 has been developed alongside the budget. This ensures the financial implications of the Council Plan are considered during its development.
- 10.2 There is no longer a statutory requirement to have a Council Plan. This means that the Council Plan is no longer listed as a plan or strategy which must be adopted by Council in the Local Authorities (Functions and Responsibilities) (England) Regulations 2000. However, the Regulations provide that where the Council determine that a decision on a non-statutory plan should be taken by them, the decision on adoption of that plan must be taken by full Council. Members have decided to retain the council plan as a key document to guide the business of the council and communicate its direction. The Council Plan remains a policy framework document within the Council's constitution and so a decision on it must be taken by full Council.

11. Recommendations

- 11.1 Cabinet is asked to consider the comments of the Business Support Overview and Scrutiny Committee.
- 11.2 Cabinet is asked to recommend the Council Plan 2012/13, as set out in Appendix 1 to the report, to Full Council for approval as part of the Council's Policy Framework.

12. Suggested Reasons for Decision

- 12.1 Strong business planning processes and a clear strategic framework are regarded as best practice, and will enable the organisation to demonstrate how it is using resources to meet locally specific objectives.

Lead officer contact

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Background Papers

Medium Term Financial Plan 2011/14
Budget proposals 2012/15

City of Medway – Rich heritage, great future

The Council Plan is the council's business plan. It has five priority areas and sets out what will be done to deliver these and how we will tell what difference has been made. The five priorities are:

- Safe, clean and green Medway
- Children and young people have the best start in life in Medway
- Adults maintain their independence and live healthy lives
- Everybody travelling easily around Medway
- Everyone benefiting from the area's regeneration

Our two core values set out the principles of the how we work to deliver these priorities, they are:

- Putting our customers at the centre of everything we do
- Giving value for money

What we will do

Medway Council wants to continue to ensure high quality services for all residents. We know that some people need extra support and we will continue to ensure these needs are met; and we will continue to work to safeguard children and adults. We take our roles as community leader, commissioner and provider of services very seriously. We place great emphasis on listening to customers about what services they need and how they need to receive them. By listening to customers we hope to make sure that we commission and provide services efficiently and effectively. Our aim is to commission more services rather than being the provider of services. By doing this we can focus on ensuring customers have access to a range of services that meet their different needs, rather than being limited to the range of services that can be offered by the council.

This plan is influenced by all the consultation, comments and feedback received in the last eighteen months. This plan reflects our commitment to responding to residents' priorities but there are other services we have a legal responsibility to provide.

In the past eighteen months we have also been responding to significant funding reductions. We continue to have to make savings in addition to the £29m savings in 2010/11 and 11/12, and will have to save £14.3 million during 2012/13. We are committed to minimising the impact of these changes on our front line services. We are continuing to review what we are doing and how we are doing it to become even more cost-effective.

Partnership

Providing services to Medway residents in partnership with other public sector bodies and the voluntary and community sector is fundamental to Medway's success. This is even more important with budget reductions affecting public services. However, we are confident that we can continue to improve the services received by customers if we work effectively with our partners.

The Council Plan 2012/13 identifies the priorities for the council and what it intends to do to support the partnership working.

Why have a Council Plan?

This Council Plan sets out the current priority areas of work that will be monitored quarterly by Councillors and senior managers. The reports look at how well we are doing and how successful we are at making a positive difference in these areas. This quarterly monitoring is also available to the public so that customers can see how we are doing. Information and summaries are and will continue to be available on the website and in Medway Matters, the council magazine.

In order to do this each of the priorities has a limited number of commitments setting out what we want to achieve and several measures of success so we know how we are doing.

Our commitments

Safe, clean and green Medway

What we aim to do:

We want people to be safe in Medway and, equally importantly, to feel safe. We want to work with local people to make sure they feel they belong to their neighbourhood and can influence the decisions that affect it. Our commitment is to keeping the streets clean, recycling more waste, maintaining our parks and green spaces and reducing our carbon emissions.

Set out below is what we commit to and how we will know when we have made a positive difference:

Commitment:

We will improve public confidence and feelings of safety

Measures of success

- Percentage of PACT /SACT meetings attended by a community officer
- Percentage satisfaction with environmental health and trading standards (tbc, possibly a measure around confidence in shopping and eating safely in Medway)
- Percentage of people who feel Medway is safe

Commitment:

We will help to prevent and reduce domestic abuse

Measures of success

- Number of repeat Victims of Domestic Abuse
- Number of “Multi-Agency Risk Assessment Conference” cases for high risk victims of domestic abuse
- Other measure to be confirmed on impact of domestic abuse on children’s safety following ofsted inspection

Commitment:

We will increase recycling and reduce waste going to landfill sites

Measures of success

- Percentage of waste sent for reuse, recycling or composting
- kg of residual household waste per household
- Satisfaction with refuse collection
- Satisfaction with recycling facilities

Commitment:

We will work with the community to keep Medway’s streets clean

Measures of success

- Satisfaction with street cleaning
- Residents’ perceptions of litter, detritus, graffiti and flyposting
- Satisfaction with how the Council deals with graffiti

Commitment:

We will reduce our own carbon footprint

Measures of success

- CO2 reduction from Local Authority operation
- Measure around property rationalisation (tbc)

Commitment:

We will work with local people to maintain parks and open spaces that are enjoyed by all

Measures of success

- Satisfaction with parks and open spaces
- Satisfaction with play areas
- Numbers of citizen participation hours through involvement in practical volunteer tasks through membership of Friends groups. (Investigate merging this measure into the strong communities section below, into the 'influencing local decision making' measure).
- Number of Green flags

Commitment:

We will support the building of strong communities where people feel they belong

Measures of success

- % of people who feel that people in Medway get on well together
- % of people who think they can influence local decision making
- Number of people involved in neighbourhood work and hours given

Children and young people in Medway have the best start in life

What we aim to do:

We want all children and young people in Medway to be safe, cared for, to succeed in learning and to thrive. Set out below is what we commit to and how we will know when we have made a positive difference:

Commitment:

Working with partners to ensure the most vulnerable children and young people are safe

Measures of success

- Care Leavers in suitable accommodation
- Initial assessment for childrens social care carried out within 10 working days of referral
- Core assessments for childrens social care carried out 35 days following commencement
- Child protection plans lasting 2 years or more
- % of children becoming the subject of a Child Protection Plan for a second or subsequent time
- Looked After Children cases reviewed within timescales
- Child protection cases reviewed within timescales
- Looked After Children and their carers considering that their care plans are making a difference
- Children's participation in child protection reviews

We will be responding to the Munro review on child protection by shifting our focus from measuring simply the timeliness of processes to the difference made to outcomes for children and the levels of need in the community. Those currently being considered nationally include:

- *Number of children & young people who are the subject of an application to court in past 6 months (including care and supervision orders and police protection)*
- *Rate of Initial Child Protection Conferences per 10,000 population*
- *Range of working days taken from referral to childrens care to completion of assessment.*
- *Distribution of working days from child protection strategy meeting to discuss serious concerns about a child to Initial Child Protection Conference (ICPC) where decisions are made on a child becoming subject to a child protection plan*
- *Length of time a child remains in need receiving social care services*
- *Number of children who are the subject of a Child Protection Plan (rate per 10,000 population)*
- *Percentage of referrals/assessments leading to the provision of a social care service (as defined by the child becoming an open case)*
- *Referrals to children's social care where parents/carers' mental health, substance abuse or domestic violence is a feature*

Commitment:

We will champion strong leadership and high standards in schools so that all children can achieve their potential, and the gaps between the least advantaged and their peers are narrowed

Measures of success

- Ofsted school judgements showing a trend of improvement
- Measures to track effectiveness of governing bodies and the support they receive to be considered
- Difference made by Local Authority support to struggling schools (to be designed)
- Pupil absence and the time taken to secure appropriate places
- Achievement at level 4 or above in English and Maths at Key Stage 2
- Achievement of 5 or more A*-C grades at GCSE or equivalent including English and Maths
- Narrowing the gap between lowest achieving 20% in the Early Years Foundation stage and the rest
- LAC achieving 5 A*-C GCSEs at KS4
- SEN/non-SEN gap – achieving 5 A*-C GCSE including English and Maths
- Measures around use of and impact of local SEN provision to be developed

We will be responding to the Munro review, considering a range of additional performance measures for inclusion as part of this commitment. These include:

- *Educational attainment of Children in Need.*
- *Attendance of Children in Need at school*
- *Rate of exclusion of Children in Need from school*

Commitment:

We will promote and encourage healthy lifestyles for children and young people, reducing health inequalities and improving quality of life for people with special educational needs.

Note: The draft public health outcomes framework has recently been published. Officers will consider which additional measures are helpful in assisting tracking delivery of council priorities in this area.

Measures of success

- Smoking quits by pregnant women
- Numbers completing the MEND programme to reduce obesity
- Attendance at a local Sure Start Children's Centre by families with children aged 0-4 years
- Increase in breastfeeding rates (tbc)
- Number of c-card registrations (to increase condom usage among young people) (tbc)

Adults maintain their independence and live healthy lives

What we aim to do:

We want to make it possible for people to maintain their independence and have choice over the care services they need. As part of this we want to support people in making healthy lifestyle choices that might benefit their longer-term well-being. Set out below is what we commit to and how we will know when we have made a positive difference:

Commitment:

We will ensure older people and disabled adults are safe and well supported

Measures of success

- Avoid unnecessary stays in hospital
- Client satisfaction with services for older and disabled people
- Number of people receiving support from adult social care
- Adult safeguarding cases dealt with in time

Commitment:

We will support carers in the valuable work they do

Measures of success

- Carers receiving needs assessment or review and a specific carer's service or advice and information
- Client satisfaction - Carers satisfaction with services

Commitment:

We will work in partnership to ensure personalised services meet older and disabled adults needs

Measures of success

- Adult Social Care clients receiving Self Directed Support
- Measure on impact of personalised budgets to be developed (tbc)

Commitment:

We will promote and encourage healthy lifestyles for adults

Measures of success

- Number of adults taking part in healthy weight and exercise referral interventions
- Rate of self-reported 4 week smoking quitters aged 16 or over
- Reducing / Maintaining a low number of households living in temporary accommodation
- Number of Medway businesses taking part in healthy workplace initiatives (tbc)
- Number of people receiving support from a Health & Lifestyle Trainer (tbc)
- Mental health measures (tbc)

Everybody travelling easily around Medway

What we aim to do:

The council recognises that the proposed physical change to Medway must be accompanied by social and economic regeneration and underpinned by the continuing development of a transport system that tackles congestion and provides good quality public transport services and encourages alternatives to the car.

Commitment:

We will secure a reliable and efficient local transport network to support regeneration, economic competitiveness and growth

Measures of success

- Satisfaction with road maintenance
- Satisfaction with pavement maintenance
- Satisfaction with buses
- % of people who think that Medway Council helps people travel easily around Medway – broken down by (i) car and (ii) bus.
- Measures to be developed on reducing congestion

Everyone benefiting from the area's regeneration

What we aim to do:

The council is leading on a range of work to improve the lives of residents in Medway. These range from improving housing to providing sporting, learning and cultural opportunities. We are also committed to supporting our residents and businesses through these tough economic times and helping local businesses to grow and create jobs. Despite funding reductions we remain committed to delivering our 'five towns one city vision' which will develop the area for the benefit of residents and businesses and protect heritage. We will continue our impressive investment in transforming Medway through bringing about positive change with new homes and jobs on our major regeneration sites at Chatham, Rochester and Strood, working in partnership with the private sector and Homes and Communities Agency.

Commitment:

We will support the provision of decent new homes and improve the quality of existing housing

Measures of success

- Number of affordable homes delivered
- Measure on new homes bonus (tbc)
- Reducing / maintaining a low level of use of bed and breakfast for families
- Encouraging housing of all types on sites identified in the local development framework to provide a good selection of housing (tbc)

Commitment:

We will work to ensure that people have the skills they need to take up job opportunities created

Measures of success

- Supporting people into employment
Number of local people supported into work
- Maintaining people in employment
Number of intensive assists to local businesses
Number of jobs created and safeguarded
- Care leavers in education, employment or training
16 to 18 year olds who are not in education, employment or training
Care leavers who are not in education, employment or training

Commitment:

We will promote Medway as a destination for culture, heritage, sport and tourism

Measures of success

- User satisfaction with museums and galleries, theatres and events
- User satisfaction with leisure facilities
- Measure on libraries satisfaction

Better for Less

During 2012/13 the scope of the Better for Less transformation programme will be widening to encompass a number of major projects. The Customer Contact and Administration project will move into its second phase with a wider range of services undergoing transformation so that initial customer contact and administration are handled by the relevant new shared teams. The council will also be reviewing the scope and functions of its customer-facing reception points to ensure that a consistently high quality face to face customer experience is provided.

The Better for Less Category Management project will deliver a new approach to how the council purchases external goods and services. This will involve taking a more joined-up approach across the council, combining contracts where appropriate to generate economies of scale. The council will also be reviewing a number of areas of external spending to reduce contract costs while protecting the quality of services provided to Medway residents. A further Better for Less project - Performance and Intelligence - will be improving how the council manages information, research and data. This will lead to benefits from better strategic planning and performance management of the council's work.

Measures of success

- Improved customer satisfaction with council performance, providing a positive experience
- Customer satisfaction that their enquiry has been addressed at the initial point of contact
- Those customers that want to access council services via. self serve can do so

Directorate Business Support	Name of Function or Policy or Major Service Change Council Plan 2012 -13		
Officer responsible for assessment Stephanie Goad	Date of assessment February 2012	New or existing? NEW	
Defining what is being assessed			
1. Briefly describe the purpose and objectives	The Council Plan is a key element of the Budget and Policy Framework. It is the council's business plan. It has been developed alongside the 2012/13 capital and revenue budget proposals in order to align the Council's business planning processes with the budget setting process. The plan will come into operation on 1st April 2012. The Council Plan sets out the identified priority areas of work during 2012/13 which will be monitored by Cabinet.		
2. Who is intended to benefit, and in what way?	Residents of Medway, Members, Council managers and partners. The Council Plan sets out priorities and monitors performance against those priorities to ensure that residents are receiving good quality services and the Council is delivering appropriate outcomes.		
3. What outcomes are wanted?	Locally specific objectives are met effectively, within budget and in a timely and coordinated way.		
4. What factors/forces could contribute/detract from the outcomes?	Contribute Members commitment to the Plan Clear outcomes and robust performance management structures in place to monitor the plan Effective communication of the plan.	Detract Uncertain and extreme external economic circumstances Ineffective performance management	
5. Who are the main stakeholders?	Residents of Medway, Councillors, Medway Council officers, local partners, other public sector bodies, voluntary and community sector, local businesses & employers, suppliers/contractors, tourists and other visitors to Medway, Central Government.		
6. Who implements this and who is responsible?	Officers of Medway Council, and (for some parts of the Plan) services provided on our behalf by contractors.		

Assessing impact		
7. Are there concerns that there <u>could</u> be a differential impact due to <i>racial groups</i>?		Services are tasked with reviewing their work through the established Diversity Impact Assessment Process to ensure that it does not have inappropriate differential impact on particular ethnic or racial groups. They do this by consulting and engaging with their service users and undertaking consultation. The Council has good links with Medway Ethnic Minority Forum and other minority ethnic community organisations. If any disproportionate impact is identified services are expected to be transparent about these findings and to identify potential mitigations.
	NO	
What evidence exists for this?	Groups such as the Community Safety Partnership (CSP), Equalities and Community Cohesion Group and other community groups continue to discuss and review Council services on an on going basis and provide feedback. Feedback from consultation feeds into the development of the plan.	
8. Are there concerns that there <u>could</u> be a differential impact due to <i>disability</i>?		Services are tasked with reviewing their work through the established Diversity Impact Assessment Process to ensure that it does not have inappropriate differential impact on disabled people. They do this by consulting and engaging with their service users and undertaking consultation. If any disproportionate impact is identified services are expected to be transparent about these findings and to identify potential mitigations.
	NO	
What evidence exists for this?	Groups such as the, CSP, Equalities and Community Cohesion Group and other community groups continue to discuss and review Council services on an on going basis and provide feedback. For example the council has good links with the Medway Access Group and consults on proposed changes to services.	
9. Are there concerns that there <u>could</u> be a differential		Services are tasked with reviewing their work through the established Diversity


<p>impact due to <i>gender</i>?</p>	<p>NO</p>	<p>Impact Assessment Process to ensure that it does not have inappropriate differential impact on women or men. They do this by consulting and engaging with their service users and undertaking consultation. If any disproportionate impact is identified services are expected to be transparent about these findings and to identify potential mitigations.</p>
<p>What evidence exists for this?</p>	<p>Groups such as the CSP, Equalities and Community Cohesion Group and other community groups continue to discuss and review Council services on an on going basis and provide feedback.</p>	
<p>10. Are there concerns there <u>could</u> be a differential impact due to <i>sexual orientation</i>?</p>	<p>NO</p>	<p>Services are tasked with reviewing their work through the established Diversity Impact Assessment Process to ensure that it does not have inappropriate differential impact on people due to their sexual orientation. They do this by consulting and engaging with their service users and undertaking consultation. If any disproportionate impact is identified services are expected to be transparent about these findings and to identify potential mitigations.</p>
<p>What evidence exists for this?</p>	<p>The Council is working with Stonewall and the Metro Centre to inform its work.</p>	
<p>11. Are there concerns there <u>could</u> be a have a differential impact due to <i>religion or belief</i>?</p>	<p>NO</p>	<p>Services are tasked with reviewing their work through the established Diversity Impact Assessment Process to ensure that it does not have inappropriate differential impact on due to peoples' religion or belief. They do this by consulting and engaging with their service users and undertaking consultation. If any disproportionate impact is identified services are expected to be transparent about these findings and to identify potential mitigations.</p>
<p>What evidence exists for this?</p>	<p>Groups such as the CSP, Equalities and Community Cohesion and other community groups continually discuss and review Council services on an on going basis and provide feedback. The Council has good relationship with the Medway Inter Faith Action.</p>	

<p>12. Are there concerns there <u>could</u> be a differential impact due to people's age?</p>	<p>NO</p>	<p>Services are tasked with reviewing their work through the established Diversity Impact Assessment Process to ensure that it does not have inappropriate differential impact on particular customer groups. They do this by consulting and engaging with their service users and undertaking consultation. If any disproportionate impact is identified services are expected to be transparent about these findings and to identify potential mitigations.</p>
<p>What evidence exists for this?</p>	<p>Groups such as the CSP, Equalities and Community Cohesion Group and other community groups continue to discuss and review Council services on an on going basis and provide feedback. In particular the Council Plan takes account of the views expressed in Joint Strategic Needs Assessment to commission appropriate services. The council uses Medway Youth Parliament, the Young Inspectors and Commissioners to inform its work and has good links with groups representing older people.</p>	
<p>13. Are there concerns that there <u>could</u> be a differential impact due to <i>being trans-gendered or transsexual</i>?</p>	<p>NO</p>	<p>Services are tasked with reviewing their work through the established Diversity Impact Assessment Process to ensure that it does not have inappropriate differential impact on particular customer groups. They do this by consulting and engaging with their service users and undertaking consultation. If any disproportionate impact is identified services are expected to be transparent about these findings and to identify potential mitigations.</p>
<p>What evidence exists for this?</p>	<p>The issue of how to gather evidence in an appropriate way regarding any differential impact due to being trans-gendered or trans-sexual is challenging as individuals privacy must be respected. The council will continue to consider this issue when making changes to policies and implementing new services and will use national good practice as guidance. The council will also work with the Kent and Medway LGBT Community Reference Group and the Metro Centre to inform it work in this area.</p>	
<p>14. Are there any <i>other</i> groups that would find it difficult to access/make use</p>		<p>Looked after children remain a major priority for the Council and their needs are considered in under the Children and</p>

of the function (e.g. people with caring responsibilities or dependants, those with an offending past, or people living in rural areas)?	NO	Young People priority in the Plan.
What evidence exists for this?		
15. Are there concerns there <u>could</u> be a have a differential impact due to <i>multiple discriminations</i> (e.g. disability <u>and</u> age)?	NO	
What evidence exists for this?	Priorities in this Plan are developed by cross-Council working, incorporate the Equality Objectives of the Council and reflect the views of residents received through consultation and feedback	

Conclusions & recommendation		
16. Could the differential impacts identified in questions 7-15 amount to there being the potential for adverse impact?	NO	
17. Can the adverse impact be justified on the grounds of promoting equality of opportunity for one group? Or another reason?		N/A
Recommendation to proceed to a full impact assessment?		
NO	This function/ policy/ service change complies with the requirements of the legislation and there is evidence to show this is the case.	

Action plan to make Minor modifications		
Outcome	Actions (with date of completion)	Officer responsible
Use information and data analysis to identify how different customers have differing needs and requirements and ways of accessing services	The Council's Equality Objectives are integrated into the Council Plan. The council will continue to roll out its monitoring arrangements and to review findings in order to demonstrate that the needs of the diverse community of Medway are being identified and met.	Assistant Director's

Planning ahead: Reminders for the next review		
Date of next review	The Council Plan is reviewed annually.	
Areas to check at next review (e.g. new census information, new legislation due)	Review the 2011 census data if available and continue to use the residents' satisfaction information gathered during the year to inform the review of the plan.	
Is there <i>another</i> group (e.g. new communities) that is relevant and ought to be considered next time?	No. However, as an active member of the Kent Equality Network the Council keeps up to date with new issues that might be arising in the local area and nationally.	
Signed (service manager/Assistant Director)	Date	
	7/2/12	



CABINET

14 FEBRUARY 2012

REVENUE BUDGET MONITORING 2011/2012

Portfolio Holder: Councillor Alan Jarrett (Finance Portfolio)
Report from: Mick Hayward, Chief Finance Officer
Author: Kevin Woolmer, Finance Manager BSD / RCC
Phil Watts, Finance Manager C&A

Summary

This report details the revenue budget forecasts as at the end of Quarter 3 (October – December 2011).

1. Budget and Policy Framework

- 1.1. It is the responsibility of Cabinet to ensure that income and expenditure remains within the budget approved by Council.
- 1.2. The Cabinet is asked to accept this report as urgent to enable Cabinet to receive and consider the third quarter budget monitoring information at the earliest opportunity.

2. Background

- 2.1. At its meeting on 24 February 2011, the Council set a General Fund net budget requirement of £184.959 million for 2011/2012 (Medway Council £184.619 million, Parish Councils £0.341 million). Council tax was frozen at 2010/11 levels.
- 2.2. This is the third quarterly report, summarising reports that have previously been submitted to directorate management teams, based on returns from individual budget managers. In preparing their returns budget managers have been asked to take account of last year's outturn, actual income and expenditure for the year to date and, most importantly, their knowledge of commitments and income trends anticipated for the remainder of the financial year.
- 2.3. Table 1 below contains the summary data with additional detail shown at Appendix 1.

3. Summary Revenue Budget Position 2011/2012

- 3.1 The report to Cabinet on 1 November 2011 forecast a potential overspend of some £5.1m and a moratorium on all non essential expenditure was imposed in addition to management action already in place. It can be seen from Table 1 below that, after management action, the outturn forecast for 2011/2012 has reduced significantly and now stands at an underspend of £195,000.

Table 1: Directorate Summary

Directorate	Budget 2011/2012 £000s	Q3 Forecast variance £000s	Q2 Forecast variance £000s
Children and Adult Services:			
- DSG funded services	197,734	0	0
- General fund services	124,870	439	2,966
Regeneration, Community and Culture	54,597	241	1,810
Business Support	12,286	(844)	62
Public Health	227	(31)	0
Interest & Financing	15,293	0	250
Levies	974	0	0
Dedicated Schools Grant	(197,789)	0	0
Tax Freeze Grant	(2,463)	0	0
Specific Grants	(19,335)	0	0
Planned Use of General Reserves	(587)	0	0
New Homes Bonus	(1,188)	0	0
Budget Requirement	184,619	(195)	5,088
Council Tax	(98,523)		
Formula Grant (Revenue Support Grant & share of Non-Domestic Rate Pool)	(86,096)		

4. Children and Adult Services

- 4.1. The directorate's forecast outturn has reduced by over £2.5 million since the quarter 2 monitoring, the principal reasons for which are:
- £900,000 reduction against Adult Social Care, a combination of further savings against salary budgets, fewer than anticipated older people in residential placements, efficiencies being driven out through direct payments and more cost effective use of PCT funding;
 - Significant underspending (circa £400,000) against rolled forward standards fund and budgets formerly met from standards fund, principally in relation to schools improvement activity and the central co-ordination aspect of standards funding;

- Management action in relation to SEN transport, which has resulted in fewer individual journeys, lower unit costs and a £500,000 reduction in projected expenditure.
- £500,000 reduction in Early Years expenditure, of which around half relates to Children's Centres and other non-DSG expenditure.

5. Regeneration, Community and Culture

5.1 The previous report, in respect of quarter 2, forecast an overspend for the directorate of £1.810m after management action. The returns from budget managers for quarter 3 indicate a potential overspend of £241,000. The major factors within this are:

- Waste Services £753,000 overspend: including continued use of clear sacks £304,000, reduced income from paper recycling £168,000, collection & disposal of kitchen waste £178,000, maintenance and cleansing of public conveniences £76,000.
- Car Parking; £272,000 overspend: principally agency staff £115,000, pay & display machines and hand held enforcement printers £45,000, other utility and maintenance costs £94,000.
- Development Management £112,000 overspend: income budget assumed changes in government fee regulations now on hold.
- Integrated Transport £688,000 underspend: less than budgeted costs for concessionary fare schemes in accordance with latest (quarterly) update from scheme administrator.
- Highways £376,000 underspend: delaying of schemes to the next financial year or, where appropriate, diversion of costs to capital programme.
- Greenspaces & Country Parks £163,000 underspend: principally due to staff vacancies.

5.2 The vast majority of services have achieved savings against previous forecasts. However the major reductions are in respect of:

- Concessionary fares: reduction in requirement £522,000 following usage update.
- Highways: £356,000 reduction as discussed above.
- Sport & Leisure: £193,000 reduction due to improvement in income forecasts.

6. Business Support

6.1 The division is forecasting an underspend of £844,000 compared to a small overspend (£62,000) forecast at quarter 2.

6.2 Across the division the total target for vacancy savings is £348,000. However, latest forecasts estimate the actual vacancy savings at £822,000 for 2011-12, a net saving of some £474,000. In addition to this there is a saving of £352,000 forecast on the corporate provisions cost centre, principally from unbudgeted grant receipts. These two factors also account for the majority of the improvement from the previous cycle.

7. Public Health

7.1. Public Health is now forecasting an underspend of £31,000, principally in relation to Council funded vacancies.

8. Interest & Financing

8.1 Interest rates continue to be at an all-time low and despite some optimism that rates would begin to rise this year, the current forecast are that this will not occur before June 2012. Current projections now indicate a marginally favourable position but given the volatility on this heading a breakeven position is assumed. This produces a favourable movement of £250,000 against last quarter.

9. Levies

9.1 These levies are not directly 'controllable' by the Council, the amounts notified for 2011/12 which are in accord with the budget are:

- Coroners Service (via KCC) £500,000
- Kent & East Fisheries £38,000
- Environment Agency £55,000
- Flood & Coast Protection £381,000

10. Dedicated Schools Grant

10.1 This grant is ring fenced to school services and any increase/decrease is matched by a compensating change in schools budgets/contingencies. Members will be aware that the DSG is impacted by schools converting to academies and have requested that future monitoring reports include an update on academy transfers:

Schools Converting to Academies	Conversion Date	DSG Deduction
Strood Academy	September 2009	£21,099
Bishop of Rochester Academy	September 2010	£20,499
Brompton Academy	September 2010	£17,276
Fort Pitt Grammar	November 2010	£11,280
Rochester Grammar School	November 2010	£15,553
Rainham School for Girls	February 2011	£24,641
Chatham Grammar for Boys	April 2011	£11,130
SJW Mathematical School	April 2011	£16,171
Rainham Mark Grammar	July 2011	£12,522
Cliffe Woods Primary	July 2011	£4,525
Thomas Aveling School	September 2011	£10,001
Hundred of Hoo Comprehensive	September 2011	£14,450
Chatham Grammar for Girls	September 2011	£6,722
Walderslade Girls School	November 2011	£6,301

The DSG deductions shown above relate to the impact on retained budgets in 2011/12. Schools also take their delegated budget shares with them when they convert to an academy so the actual deduction from the DSG is a much higher figure but this element has no impact on the Council's budget. In some cases there is a saving to the Council in the year of conversion which relates to the difference in the way business rates apply to academies and local authority schools.

11. Council Tax Freeze Grant

- 11.1 The Government funded the equivalent of a 2.5% increase in council tax as a result of the Council not increase the charge for 2011/12.

12. Specific Grants

- 12.1 These are the Early Intervention Grant (£10.236m) and the Learning Disability & Health Reform Grant (£9.098m),

13. Planned Use of Reserves

- 13.1 Council agreed to use £587,000 from the General Reserve to fund one-off initiatives as:
- £37,000 (royal wedding parties / Armed Forces Day); and recurring items
 - Free swimming £200,000;
 - Freedom Pass £250,000; and
 - Apprenticeship schemes £100,000.

14. New Homes Bonus

- 14.1 This comes from the Government being match funding of the additional Council Tax derived from new properties and properties bought back into use. Increased bonus accrues from the delivery of affordable homes.

15. Housing Revenue Account

- 15.1. The Housing Revenue Account is forecasting a surplus of £1.198m, a surplus of £351,600 against its budgeted surplus of £846,900. The main reason behind this surplus is a reduction of £144,000 in the cost of internal service level agreements.

16. Conclusions

- 16.1 The quarter 2 returns from budget managers forecast a potential overspend of £5.1million for non-DSG services. However, management action to control expenditure, less than anticipated demand on some services and additional income receipts, have combined to achieve a significant reduction in forecasts. At this stage it is anticipated that at least break-even will be achieved against the General Fund revenue budget.

17. Financial, legal and risk implications

- 17.1. These are set out in the body of the report.
- 17.2. The more significant risks facing the Council are summarised in the body of the report. Directorate management teams continually review revenue expenditure and take corrective action where appropriate.

18. Recommendation

- 18.1. Cabinet notes the significant improvement in the revenue monitoring position for 2011-12 and instructs directors to maintain the moratorium on non - essential expenditure in order to ensure that the improved position is achieved.

19. Suggested reasons for decision

- 19.1 Cabinet has the responsibility to ensure effective budgetary control to contain expenditure within the approved limits set by Council. Where a budget overspend is forecast, Cabinet supported by the corporate management team must identify measures to remove any excess expenditure.

Lead officer contacts

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Background papers

Revenue budget approved by Council 24 February 2011

Revenue budget monitoring reports to Cabinet 25 July 2011 and 1 November 2011

Monthly monitoring returns submitted by budget managers

GENERAL FUND REVENUE MONITORING - Quarter 3 2011/12

Assistant Director	Expenditure				Income				Net Forecast Variance £000's
	2011/2012 Budget £000's	Actual to date £000's	2010/2012 Forecast £000's	Forecast Variance £000's	2011/2012 Budget £000's	Actual to date £000's	2011/2012 Forecast £000's	Forecast Variance £000's	
Children and Adult Services									
Adult Social Care	92,173	59,044	92,307	134	(17,594)	(8,445)	(17,629)	(35)	100
Children's Care	27,151	19,180	29,184	2,033	(314)	(1,005)	(1,288)	(973)	1,060
Commissioning	7,978	6,405	8,873	894	(2,337)	(2,774)	(3,358)	(1,021)	(127)
Inclusion	44,444	28,508	44,155	(289)	(5,998)	(2,957)	(5,954)	44	(245)
Schools Retained Funding and Grants	4,862	2,713	5,842	981	(12,323)	(8,615)	(14,013)	(1,690)	(710)
Schools Delegated Funding	184,561	93,993	184,630	69	0	(69)	(69)	(69)	0
Transfer to DSG Reserve	0	0	361	361	0	0	0	0	361
	361,169	209,843	365,352	4,183	(38,565)	(23,865)	(42,310)	(3,744)	439
Regeneration, Community and Culture									
Front Line Services	39,344	31,019	40,354	1,010	(11,349)	(6,140)	(11,671)	(322)	688
Development and Transport	14,715	10,120	15,281	567	(3,746)	(3,463)	(4,712)	(966)	(397)
Medway Renaissance	0	162	193	193	0	0	(193)	(193)	0
Leisure and Culture	22,768	16,287	22,611	(157)	(8,078)	(5,703)	(7,956)	122	(35)
Directors Office	975	573	991	16	(29)	(56)	(60)	(31)	(15)
	77,802	58,160	79,431	1,629	(23,203)	(15,363)	(24,592)	(1,390)	241
Business Support Department									
Financial Services	125,816	69,005	131,539	5,723	(117,322)	(73,223)	(123,825)	(6,503)	(780)
Housing and Corporate Services	12,314	8,493	12,402	88	(10,790)	(6,883)	(10,970)	(179)	(92)
Democracy and Customer First	7,430	5,747	7,879	449	(5,416)	(4,806)	(6,013)	(596)	(147)
Communications, Performance and Partnerships	3,698	3,016	4,776	1,079	(2,777)	(2,302)	(3,781)	(1,004)	74
Organisational Services	12,549	9,393	12,358	(191)	(13,214)	(10,165)	(12,922)	292	101
	161,807	95,654	168,954	7,147	(149,520)	(97,380)	(157,511)	(7,991)	(844)
Director of Public Health									
	1,215	429	2,233	1,017	(986)	(2,070)	(2,035)	(1,049)	(31)
Directorate Total	601,993	364,086	615,971	13,976	(212,274)	(138,677)	(226,448)	(14,174)	(195)

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CABINET

14 FEBRUARY 2012

QUARTER 3 COUNCIL PLAN MONITORING 2011/12

Portfolio Holder: Councillor Alan Jarrett, Deputy Leader and Finance

Report from: Stephanie Goad, Assistant Director, Communications, Performance and Partnerships

Author: Research & Review Team, Communications, Performance and Partnerships Division

Summary

This report sets out quarter 3 performance against the Council Plan objectives for 2011/12. Cabinet Members are asked to review content and consider progress.

1. Budget and Policy Framework

- 1.1 This document is a report outlining quarter 3 performance against the Council Plan 2011-12, which is a key part of the budget and policy framework.
- 1.2 This report will be formally submitted to Business Support Overview and Scrutiny Committee on 21 March, Regeneration, Community and Culture on 3 April, Health and Adult Social Care on 27 March and Children and Young People Overview and Scrutiny on 14 March.
- 1.3 The Cabinet is asked to accept this report as urgent to enable Cabinet to receive and consider the third quarter monitoring information at the earliest opportunity.

2. Background

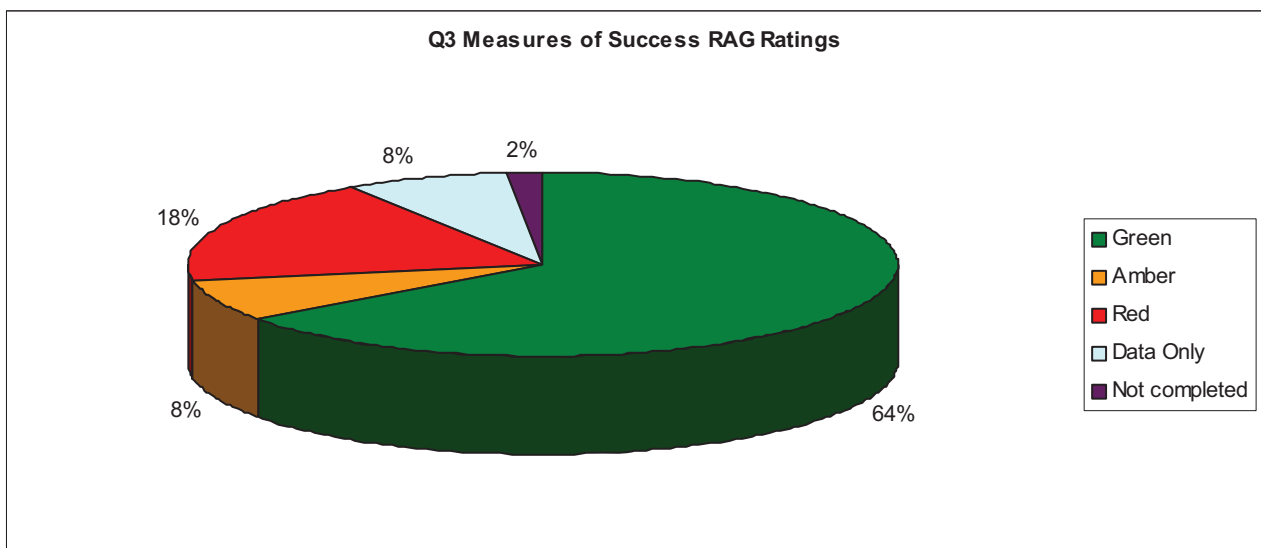
- 2.1 Following feedback and review, corporate performance reporting has been simplified and will no longer include a lengthy narrative report.
- 2.2 Performance is shown for the Council Plan overall, and for each of the Council priorities, highlighting for both whether performance levels meet the required standard. Appendix 1 is a table showing the performance indicators rated red, amber, green, data only or unavailable this quarter, with comments on performance achieved, and the project updates. Appendix 2 provides an update on the 6 Cabinet priority areas:
 - Reducing the reliance on Bed and Breakfast accommodation for young people;

- Driving down energy use via property rationalisation and other measures;
- Improving Mental Health services;
- Delivering the Personalisation Agenda for adult social care;
- Strengthening School Leadership;
- Driving down SEN out of area placements.

3 Summary of 2011/12 quarter 3 performance

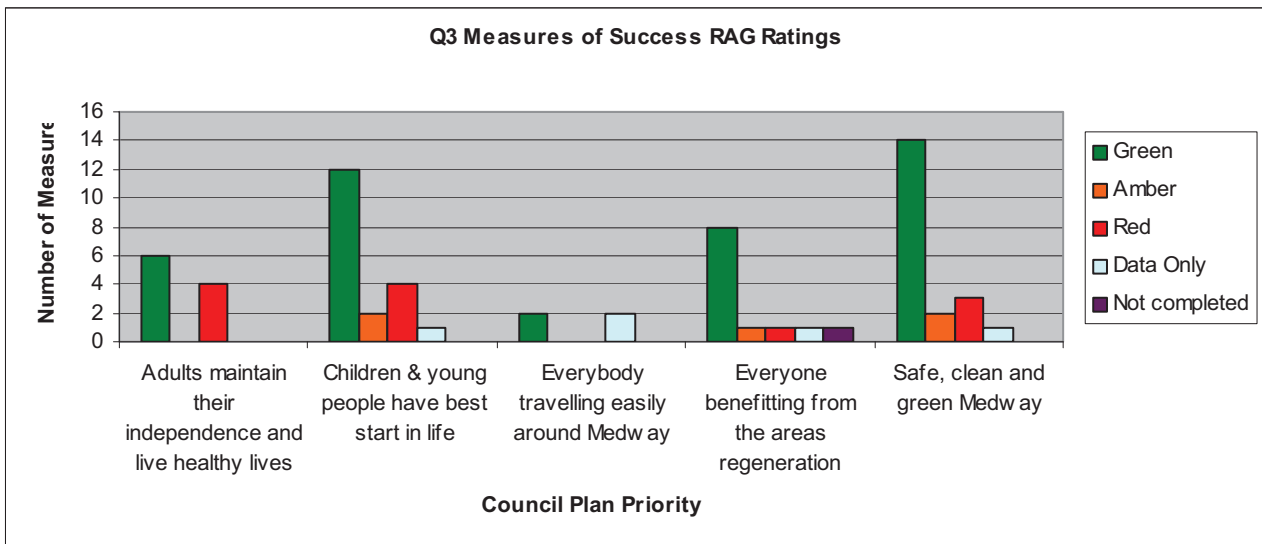
3.1 Performance on 59 key performance indicators measures of success can be rated this quarter. Performance is as follows:

- Green – 42 measures have achieved or outperformed the target (64%)
- Amber – 5 measures are below target but within acceptable variance limits (8%)
- Red – 12 measures are outside acceptable variance limits (18%)



3.2 There are also 5 performance measures which are not rated as they are 'data only' and 1 that could not be reported this quarter, they have also been included for Cabinet information.

3.3 The breakdown across priority areas is illustrated below, showing the rating for each Council Plan Priority.



3.4 In addition to RAG status a key to managing performance is the direction of travel performance is taking, for example, an area that is falling below target and continuing to dip further is of greater concern than an indicator below target but which is continuing to improve. The following table shows the direction of travel from last quarter by Priority.

OUTCOME	↑	↓	↔	N/A	Total
Adults maintain their independence and live healthy lives	6	3	0	1	10
Children & young people have best start in life	8	6	4	1	19
Everybody travelling easily around Medway	4	0	0	0	4
Everyone benefitting from the areas regeneration	7	4	0	1	12
Safe, clean and green Medway	9	9	2	0	20
TOTAL	34	22	6	3	65

3.5 Particularly effective outcomes and progress have been made in the following areas this quarter.

- Efforts to reduce unemployment in Medway have continued. In total 50 apprenticeships have been created this quarter, this means that in 3 months 50 local people have been able to find apprenticeships of 12-18 months duration with local small businesses for the first time.
- The announced inspection of Looked After Children and Safeguarding took place this quarter. Areas that came out well were the achievement of Looked After Children, the role of the virtual headteacher, anti-bullying in schools and low exclusion rates.

- Love Medway developments this quarter include advertising the Love Medway campaign on the fire engines from Gillingham Fire Station and a Community Champion scheme has been set up at St Mary's school, 4 pupils, elected by their peers, will use the website to report issues they or other pupils have seen.
- Individual test purchase exercises to reduce the availability of age restricted products undertaken this quarter focused on sales of Spray Paint and Fireworks. In addition, a new way of undertaking Underage Sales Tests was trialled attempting to purchase multiple products in one day, therefore utilising resources to greater capacity. 75 premises were covered and 25 sales were made including DVDs, Alcohol and Butane Gas Lighter Refills Work to prevent this is continuing with these retailers.
- Events this quarter included Bonfire Night with a reported 50,000 attendees. Dickensian Christmas and The Christmas Market bought the highest visitor numbers in a decade. Peter Pan pantomime was covered in Rolling Stone Magazine and on Radio 4 and ticket sales were almost £50,000 higher than last year.

4 Risk Management

- 4.1 The purpose of the Council Plan performance monitoring report is to enable managers and members to manage the key risks identified in delivering the priorities. This report sets out the quarter 3 position for 2011/12.

5 Financial and Legal Implications

- 5.1 The report and its attached appendices summarises performance for the third quarter 2011/12 financial year. There are no new financial or legal implications arising from this report.

6 Recommendations

- 6.1 Cabinet considers performance for Quarter 3 2011/2012 reviewing outcomes achieved against priorities and raise areas of concern.

7. Suggested Reasons for Decision

- 7.1 Full and accurate performance reporting to elected members is consistent with best practice, and allows them to review the Council's performance.

Lead officer contact

Kate Mummery, Senior Research and Review Officer, ext. 2472

Background papers

Council Plan 2011/2012

Council Plan Monitoring Report - Q3 2011/12 (Appendix 1)









Title
Council Plan 2011-12 Quarter 3

Title	Status
Adults maintain their independence and live healthy lives	

Title	Status
We will ensure older people and disabled adults are safe and well supported	

PI Ref	Short Name	2010/11	2011/12	2011/12	2011/12	2011/12	2011/12	2011/12	2011/12	2011/12	Latest Note	Latest Note Date
		1 Out-turn	2 Q1 Out-turn	2 Q2 Out-turn	Q3 2011/12	Q3 2011/12	Q3 2011/12	Q3 2011/12	Q3 2011/12	Q3 2011/12		
NI 125	Achieving independence for older people through rehabilitation/intermediate care	87.4%	84.2%	80.0%	N/A			82.3%	88.0%		In Q2 there were 128 adults aged 65+ discharged into intermediate care. Of these, 114 were independent at home after 3 months. Over Q1 and Q2, the YTD figure represents 262 clients independent at home out of 285 discharged into intermediate care. This is good performance.	16-Jan-2012

PI Ref	Short Name	2010/11 Out-turn	2011/12 Q1 Out-turn		2011/12 Q2 Out-turn		2011/12 Q3 Out-turn			2011/12 YTD	2011/12 Target	Latest Note	Latest Note Date
		Value	Q1 2011/12 Value	Q2 2011/12 Value	Value	Status	Short Trend	Value	Value	Annual 2011/12			
NI 132	Timeliness of social care assessment (all adults) -% from first contact to completion of assessment within 4 weeks	71.6%	84.1%	96.3%	78.8%			78.8%		75.0%		Of the 23 people who were not independent at home, 17 were deceased, 3 had returned to hospital, 2 were in permanent residential care and 1 was not traceable as he had moved out of the area.	23-Jan-2011
NI 133	Timeliness of services commencing post-assessment	N/A	63.6%	86.1%	75.8%			75.5%		80.0%		Performance has decreased this quarter, with some challenges in the occupational therapy service due to the demand for this service. The fast track service has helped to keep on top of this demand but there is a small waiting list which contributes to this dip in performance.	23-Jan-2011
NI 146	Adults with learning disabilities in employment	2.7%	0.8%	1.1%	1.3%			1.3%		5.0%		This indicator measures the assessment end date to calculate the time taken for a service to be provided to the service user. It is a proxy measure for the year as it can only be calculated on completed assessments. Performance has dipped this quarter but is within a level where a slight improvement will bring performance back on track. Management action will address.	23-Jan-2011
												At the end of Q3, of those clients who had been assessed or reviewed, there were 8 clients in paid employment out of the denominator of 640. This is 1.3% and some way off the target of 5%. The Learning Disability Partnership Board has published an Easy Read booklet to assist adults with learning disabilities gain employment. Job Centre staff locally have reviewed how they can assist adults with learning	23-Jan-2012

PI Ref	Short Name	2010/11 Out-turn	2011/12 Q1 Out-turn	2011/12 Q2 Out-turn	2011/12 Q3 Out-turn		2011/12 YTD	2011/12 Target	Latest Note	Latest Note Date	
		Value	Q1 2011/12 Value	Q2 2011/12 Value	Value	Status	Short Trend	Value			Annual 2011/12
NI 131a NEW	Delayed discharges - average weekly rate per 100,000 pop 18+	8.0	4.50	6.50	6.70			5.91	8.50	disabilities better and a new Jobs First programme will assist us to make progress with this objective. There were 170 delayed discharges of care from Medway hospitals attributable to all partners in Quarter 3. This is a slight increase on previous quarters, however a decrease compared to last year. Of the 170 delays, there were NO delays attributable to Medway Council. Year to date, the average weekly rate per 100,000 population 18+ is 5.91 This shows good performance for Medway Council in ensuring people are discharged from hospital in a timely manner and well below the target of 8.5.	17-Jan-2012

Title	Status
We will promote and encourage healthy lifestyles for adults	

PI Ref	Short Name	2010/11 Out-turn	2011/12 Q1 Out-turn	2011/12 Q2 Out-turn	2011/12 Q3 Out-turn		2011/12 YTD	2011/12 Target	Latest Note	Latest Note Date
		Value	Q1 2011/12 Value	Q2 2011/12 Value	Value	Status	Short Trend	Value		

PI Ref	Short Name	2010/11 Out-turn	2011/12 Q1 Out-turn	2011/12 Q2 Out-turn	2011/12 Q3 Out-turn			2011/12 YTD	2011/12 Target	Latest Note	Latest Note Date
		Value	Value	Value	Value	Status	Short Trend	Value	Annual 2011/12		
NI 123	Stopping smoking	2260	639	532	N/A			1171	2058	Q3 provisional data will be published in March. The Department of Health launched a stop smoking marketing campaign pre and post-Christmas and the service has seen a significant increase in throughput since then.	20-Jan-2012
NI 156	Number of households living in temporary accommodation	102	85	99	92			92	110	Performance on target for QTR 3 and YTD.	17-Jan-2012
PH1	Number of adults taking part in healthy weight and exercise referral interventions	616	257	244	245			N/A	800	245 people discharged from programmes during quarter 3. Additional external funding from MacMillan has been agreed to develop an exercise referral programme for those living with cancer.	11-Jan-2012

Title

Status

We will support carers in the valuable work they do


PI Ref	Short Name	2010/11 Out-turn	2011/12 Q1 Out-turn	2011/12 Q2 Out-turn	2011/12 Q3 Out-turn			2011/12 YTD	2011/12 Target	Latest Note	Latest Note Date
		Value	Value	Value	Value	Status	Short Trend	Value	Annual 2011/12		
NI 135	Carers receiving needs assessment or review and a specific carer's service,	9.8%	5.9%	8.4%	10.5%			10.5%	20.0%	There were an additional 113 assessments for carers in quarter 3, bringing the total for the year so far to 570.	17-Jan-2012


PI Ref	Short Name	2010/11 Out-turn	2011/12 Q1 Out-turn	2011/12 Q2 Out-turn	2011/12 Q3 Out-turn		2011/12 YTD	2011/12 Target	Latest Note	Latest Note Date
		Value	Value	Value	Value	Status	Short Trend	Value		
	or advice and information								This figure includes clients assessed by both care management and by trusted assessors, who went on to receive a service or advice and information. Q3 performance of 10.5% is higher than the 9.8% end of year figure for 2011. There are still a number of assessments to be completed to achieve the challenging end of year target of 20%.	



Title	Status
We will work in partnership to ensure personalised services meet older and disabled adults needs	

PI Ref	Short Name	2010/11 Out-turn	2011/12 Q1 Out-turn	2011/12 Q2 Out-turn	2011/12 Q3 Out-turn		2011/12 YTD	2011/12 Target	Latest Note	Latest Note Date	
		Value	Value	Value	Value	Status	Short Trend	Value			Annual 2011/12
NI 130	Social care clients receiving Self Directed Support in the year to 31st March	22.1%	29.3%	33.9%	37.1%			37.1%	50.0%	Performance this quarter has increased but the 50% annual target remains a challenge. Work has been completed on occupational therapy services, to identify those personal users who would be eligible for personal budgets. Adjustment has been made to include only ongoing occupational therapy service users. Further work is being taken	17-Jan-2012



PI Ref	Short Name	2010/11 Out-turn	2011/12 Q1 Out-turn	2011/12 Q2 Out-turn	2011/12 Q3 Out-turn		2011/12 YTD	2011/12 Target	Latest Note	Latest Note Date
		Value	Value	Value	Value	Status	Short Trend	Value		
									forward regarding mental health provision of personal budgets.	

Title	Status
Children and young people in Medway have the best start in life	

Title	Status
We will champion high standards in schools so that all children can achieve their potential, and the gaps between the least advantaged and their peers are narrowed	





PI Ref	Short Name	2010/11 Out-turn	2011/12 Q1 Out-turn	2011/12 Q2 Out-turn	2011/12 Q3 Out-turn		2011/12 YTD	2011/12 Target	Latest Note	Latest Note Date	
		Value	Value	Value	Value	Status	Short Trend	Value			
SIS1a	Ofsted school judgements showing trend of improvement - Overall Effectiveness	N/A	5	5	5			5	6	The HMCI report for schools inspected during the academic year 2010-11 was released in November 2011. The percentage of good or better schools nationally for this aspect has been taken from that report. For Medway schools inspected between September 2010 to the end of the current inspection framework in December 2011, and those that have	18-Jan-2012

PI Ref	Short Name	2010/11 Out-turn	2011/12 Q1 Out-turn	2011/12 Q2 Out-turn	2011/12 Q3 Out-turn			2011/12 YTD	2011/12 Target	Latest Note	Latest Note Date
		Value	Value	Value	Value	Status	Short Trend	Value	Annual 2011/12		
SIS1b	Ofsted school judgements showing trend of improvement - Leadership & Management	N/A	3	3	8			8	4	received an interim assessment of good during the academic year 2010-11 (these represent a large proportion of the group). It is important to note that a new framework commences in January 2012 and the data will remain provisional as direct comparisons cannot be made. The school challenge and improvement team are working with schools causing concern to move from satisfactory to good and improve performance. This performance indicator will need to be revised for the 2011-12 financial year due to the changes to the Ofsted framework.	18-Jan-2012
SIS1c	Ofsted school judgements showing trend of improvement - Quality of Teaching	N/A	5	5	3			3	6	As above.	18-Jan-2012
SIS2a	Difference made to schools by Local Authority support - Schools in Special Measures	N/A	2	3	3			3	3	No schools inspected during quarter 3 were placed in special measures. Two schools placed in special measures in 2010-2011 academic year received monitoring visits: one had made good progress since the previous visit; the other had made satisfactory progress.	18-Jan-2012
SIS2b	Difference made to schools by Local Authority support - Schools with a Notice to Improve	N/A	1	1	1			1	1	During quarter three the school given a notice to improve in 2010-11 was inspected and judged to be satisfactory with good leadership and management of teaching	18-Jan-2012


PI Ref	Short Name	2010/11 Out-turn	2011/12 Q1 Out-turn	2011/12 Q2 Out-turn	2011/12 Q3 Out-turn			2011/12 YTD	2011/12 Target	Latest Note	Latest Note Date
		Value	Value	Value	Value	Status	Short Trend	Value	Annual 2011/12		
ST52c	Difference made to schools by Local Authority support - Schools below floor threshold (LA maintained schools only)	N/A	22	12	12			12	16	and learning, i.e. removed from an Ofsted category of concern. However one school inspected during the quarter was judged to need a notice to improve. The local authority were already working with the school to effect improvement and the report notes the impact of the local authority review resulting in the school leadership team taking decisive action. The release of the national performance tables for key stage 2 2011 academic year results confirmed that 11 primary schools were below floor in 2011, making a total of 12 schools including secondary schools. There were 22 schools below the floor threshold in 2010: 4 secondary and 18 primary phase schools. Based on provisional results for 2011, only 1 secondary school remains below floor. 10 of the primary schools are no longer below the floor threshold, either because progress is above the median or because results for the combined measure of level 4 plus in both English and mathematics is above 60%. Currently there are 12 schools below the floor threshold in 2011, 8 that were below in 2010 (including one secondary) plus 3 primary schools who had a dip in results in 2011. All are receiving support to improve standards.	18-Jan-2012

PI Ref	Short Name	2010/11 Out-turn	2011/12 Q1 Out-turn	2011/12 Q2 Out-turn	2011/12 Q3 Out-turn		2011/12 YTD	2011/12 Target	Latest Note	Latest Note Date
		Value	Value	Value	Value	Status	Short Trend	Value		
									The floor threshold for 2012 academic year key stage 4 GCSE results has increased to 40% from 35% and this performance indicator will need to be revised accordingly in April 2012.	



Title		Status
We will promote and encourage healthy lifestyles for children and young people and reduce health inequalities		







PI Ref	Short Name	2010/11 Out-turn	2011/12 Q1 Out-turn	2011/12 Q2 Out-turn	2011/12 Q3 Out-turn		2011/12 YTD	2011/12 Target	Latest Note	Latest Note Date
		Value	Value	Value	Value	Status	Short Trend	Value		
EY1a	Percentage of children in Medway aged 0-4 attending a local Sure Start Children's Centre	N/A	24%	33%	42%			42%	This is the cumulative total for Q1, Q2 and Q3 as the targets set were cumulative across the year. The percentage is calculated using the projected number for Under 5s in Medway.	11-Jan-2012
EY1b	Total number of attendances at Sure Start Children's Centres by families with children 0-4 years	N/A	42,184	81,767	135,021			144,000	This is the cumulative total for Q1, Q2 and Q3 against a cumulative target of 108,000.	11-Jan-2012



PI Ref	Short Name	2010/11 Out-turn	2011/12 Q1 Out-turn	2011/12 Q2 Out-turn	2011/12 Q3 Out-turn	2011/12 YTD	2011/12 Target	Latest Note	Latest Note Date
		Value	Q1 2011/12 Value	Q2 2011/12 Value	Q3 2011/12 Value	Short Trend	Value		
PH2	Smoking quits from pregnant women	60	23	20	N/A	43	60	Provisional data shows 20 quits and 31 quit dates set.	18-Jan-2012
PH3	Numbers completing the MEND programme	N/A	27	0	34	61	90	Range of programmes being delivered across the age groups. Child Measurement programme currently underway, identifying families to be targeted for intervention.	27-Jan-2012





Title		Status
Working with partners to ensure the most vulnerable children and young people are safe		

PI Ref	Short Name	2010/11 Out-turn	2011/12 Q1 Out-turn	2011/12 Q2 Out-turn	2011/12 Q3 Out-turn	2011/12 YTD	2011/12 Target	Latest Note	Latest Note Date
		Value	Q1 2011/12 Value	Q2 2011/12 Value	Q3 2011/12 Value	Short Trend	Value		
NI 59L	Percentage of initial assessments for children's social care carried out within 10 working days of referral	77.9%	74.1%	73.9%	65.7%	70.8%	78.0%	Result for the quarter is below target and performance has dropped from the previous quarter. However, the number of initial assessments completed was 16% higher due to the record number of referrals received. The teams continue to find this a challenging target due to the sustained increase in numbers of referrals, and high numbers of complex cases being managed by the teams. There may be minor changes	10-Jan-2012

PI Ref	Short Name	2010/11 Out-turn	2011/12 Q1 Out-turn	2011/12 Q2 Out-turn	2011/12 Q3 Out-turn			2011/12 YTD	2011/12 Target	Latest Note	Latest Note Date
		Value	Value	Value	Value	Status	Short Trend	Value	Annual 2011/12		
NI 60	Percentage of core assessments for children's social care that were carried out within 35 working days of their commencement	73.2%	65.2%	72.5%	69.8%			69.5%	72.0%	<p>as final validation is completed.</p> <p>To address these rises the council has implemented a number of changes to improve capacity and practice.</p> <p>These include reviewing the structure of the social work teams to provide greater resilience to staff changes/absenteeism and increase front line capacity. Revision of the initial assessment template to make it easier and quicker to complete.</p> <p>'The Medway Model of Practice' promotes best practice to ensure that practitioners undertake good quality assessments that support evidence based decision making, which in turn supports effective care planning. The Model has been communicated to staff through a series of development days. This work will be embedded through the work of the new Principal Practitioner post, which was recruited to in October, and other supervisory staff.</p> <p>Result for the quarter is below target. The teams undertook 4% more assessments in this quarter than the previous quarter. The teams continue to find this a challenging target due to the sustained increase in numbers of referrals, and high numbers of complex cases being managed by the teams. There may be minor changes as final validation is completed.</p>	10-Jan-2012

PI Ref	Short Name	2010/1	2011/12	2011/12	2011/12 Q3 Out-turn			2011/1	2011/1	Latest Note	Latest Note Date
		1 Out-turn	Q1 Out-turn	Q2 Out-turn	Value	Value	Value	Value	2 YTD Target		
		Value	Value	Value	Value	Status	Short Trend	Value	Annual 2011/12		
										To address these rises the council has implemented a number of changes to improve capacity and practice. These include reviewing the structure of the social work teams to provide greater resilience to staff changes/absenteeism and increase front line capacity. The Medway Model of Practice' promotes best practice to ensure that practitioners undertake good quality assessments that support evidence based decision making, which in turn supports effective care planning. The Model has been communicated to staff through a series of development days This work will be embedded through the work of the new Principal Practitioner post, which was recruited to in October, and other supervisory staff.	
PAF-CF/C21 NI 64	Child Protection Plans lasting 2 years or more	4.0%	3.4%	0.0%	3.6%			2.7%	10.0%	Result for the quarter and for the year is on target. Result for the year is expected to rise significantly due to the number of long term CP plans currently in place, but is still expected to be on target. Month on month results will fluctuate due to the small numbers involved.	10-Jan-2012
NI 65	Percentage of children becoming the subject of Child Protection Plan for a second or subsequent time	14.4%	14.7%	12.2%	8.7%			11.4%	15.0%	Result for this quarter and for the year is on target. Performance on this indicator will fluctuate month by month due to the small numbers involved.	10-Jan-2012
PAF-CF/C68 NI	Looked after children	82.3%	89.2%	85.3%	81.9%			81.9%	95.0%	There are currently 452 looked after	20-Jan-

PI Ref	Short Name	2010/11 Out-turn	2011/12 Q1 Out-turn	2011/12 Q2 Out-turn	2011/12 Q3 Out-turn			2011/12 YTD	2011/12 Target	Latest Note	Latest Note Date
		Value	Value	Value	Value	Status	Short Trend	Value	Annual 2011/12		
BV162 NI 67	Percentage of child protection cases which were reviewed within required timescales	92.4%	97.8%	97.0%	96.2%			96.2%	100.0%	<p>commissioned an independent review of all processes relating to looked after children, including an assessment of what preventative services could be put in place to safely avoid children coming into care. In the longer term this will help the service to better meet its timeliness targets. In the short term a business case has been made for additional resources as part of budget preparations.</p> <p>During the quarter, 1 out of 114 review child protection conferences were held out of timescale. This affected 4 out of 289 children. This means that year to date, there have been 11 children whose RCPCs have been held out of time and 278 children whose RCPCs have been held within statutory timescales. This equates to 96.2% of those children who are subject to a CP plan.</p> <p>Whilst the figure has dropped from the previous quarter, this indicator measures from 1st April – 31st December. In Q3 alone 99% of cases were reviewed within timescale.</p> <p>The timeliness of CPCs has improved despite a 21% increase in the number of conferences that the CISR Service has chaired from the previous quarter and a 49.8% increase in the number of children who are subject to a CP plan compared to the same time last year. The</p>	20-Jan-2012

PI Ref	Short Name	2010/11 Out-turn	2011/12 Q1 Out-turn	2011/12 Q2 Out-turn	2011/12 Q3 Out-turn			2011/12 YTD	2011/12 Target	Latest Note	Latest Note Date
		Value	Value	Value	Value	Status	Short Trend	Value	Annual 2011/12		
NI 147	Care leavers in suitable accommodation	93.5%	100.0%	88.2%	100.0%			93.5%	90.0%	The result for NI 147 is on target for the quarter and for year to date. In the quarter, all 5 eligible careleavers were in suitable accommodation.	19-Jan-2012
CISRS1	LAC Participation in Reviews	N/A	86%	79%	82%			82%	95%	In line with the requirements of the Children and Young People Act 2008 (which became mandatory in April 2011), IROs are encouraged to meet personally with children and young people between their reviews, not just immediately prior. QA data collected during the quarter shows that the team continue to exceed the target of 10% set. During the quarter, IROs had contact with 183 of the 223 children aged 4	11-Jan-2012

PI Ref	Short Name	2010/1 1 Out- turn	2011/12 Q1 Out- turn	2011/ 12 Q2 Out- turn	2011/12 Q3 Out-turn			2011/1 2 YTD	2011/1 2 Target	Latest Note	Latest Note Date
		Value	Value	Value	Value	Status	Short Trend	Value	Annual 2011/12		
		2010/1 1 Value	Q1 2011/12 Value	Q2 2011/ 12 Value	Q3 2011/12 Value			2011/1 2 Value	Annual 2011/1 2	and over (the national expectation being that four is minimum age at which to expect participation) who were subject to LACR during the quarter between their reviews (82%). This shows a definite improvement on previous quarters – from 24% in q1 and 54% in q2. We visited and had face to face contact with 41% of these children. This must be seen in the context of the volume of work currently being experienced and performance against NI 66 which means that IROs have less capacity to see children if they are to hold their LAC reviews within timescale. Furthermore, there were 46 initial LAC Reviews, which must be held within 20 working days of a child becoming looked after and of these, IROs visited or had direct contact (i.e. by telephone, letter or face-to-face) with only 13 of these children. Anecdotally, we know that children feel more able to participate with their review (even if they choose not to attend) and value the IRO's individual contact seeking to understand their point of view and circumstances. IROs have reported that visiting the child enables them to understand the child's circumstances, wishes and feelings which makes them more likely to make informed decisions to improve outcomes. This is particularly important when documentation is not available at review meetings.	

PI Ref	Short Name	2010/11 Out-turn	2011/12 Q1 Out-turn	2011/12 Q2 Out-turn	2011/12 Q3 Out-turn		2011/12 YTD	2011/12 Target	Latest Note	Latest Note Date
		Value	Q1 2011/12 Value	Q2 2011/12 Value	Value	Status	Short Trend	Value		
CP1	CP Participation in Reviews	N/A	69%	50%	60%			60%	Of the 15 children aged 12 and over who were invited to attend their CPC, 9 attended. This equates to 60%.	11-Jan-2012

Title	Status
Everybody travelling easily around Medway	

Title	Status
We will secure a reliable and efficient local transport network to support regeneration, economic competitiveness and growth	

PI Ref	Short Name	2010/11 Out-turn	2011/12 Q1 Out-turn	2011/12 Q2 Out-turn	2011/12 Q3 Out-turn		2011/12 YTD	2011/12 Target	Latest Note	Latest Note Date
		Value	Q1 2011/12 Value	Q2 2011/12 Value	Value	Status	Short Trend	Value		
HP26	Satisfaction with road maintenance	N/A	46.00	47.00	56.00			49.67	The level of satisfaction has increased since Q2. There has been significant investment in highway repairs. 93% of resurfacing schemes have been completed to a total length of 6,840m.	19-Jan-2012
HP27	Satisfaction with pavement maintenance	N/A	N/A	70.00	71.00			70.50	The Council continues with its programme of repairs and schemes to ensure pavements reach a good standard of	19-Jan-2012

PI Ref	Short Name	2010/11 Out-turn	2011/12 Q1 Out-turn	2011/12 Q2 Out-turn	2011/12 Q3 Out-turn			2011/12 YTD	2011/12 Target	Latest Note	Latest Note Date
		Value	Value	Value	Value	Status	Short Trend	Value	Annual 2011/12		
IT1	Satisfaction with buses	N/A	71.00	69.00	72.00			70.67	N/A	Improvements delivered this quarter were the opening of Chatham Waterfront bus station and closure of Pentagon bus station which has significantly improved the quality of service. Corporation Street bus lane completed saving a typical 3 minutes on peak time journeys and Real Time Passenger Information now fully operational.	23-Jan-2012
IT2	Percentage of people who think Medway Council helps people travel easily around Medway	N/A	53.00	52.00	54.00			53.00	N/A	During this quarter major roadworks in Chatham were completed. This result is the third quarter of a new methodology to measure this indicator and as a result there is insufficient data to identify a trend. However, the result is consistent with the previous quarters which vary between 52% and 54%.	23-Jan-2012

Title		Status
Everyone benefiting from the areas regeneration		

Title		Status
We will promote Medway as a destination for culture, heritage, sport and tourism		

PI Ref	Short Name	2010/11 Out-turn	2011/12 Q1 Out-turn	2011/12 Q2 Out-turn	2011/12 Q3 Out-turn		2011/12 YTD	2011/12 Target	Latest Note	Latest Note Date	
		Value	Q1 2011/12 Value	Q2 2011/12 Value	Value	Status	Short Trend	Value			Annual 2011/12
L7	Leisure - Level of user satisfaction (% satisfied)	N/A	90.73	81.59	87.82		↖	85.90	80.00	The facilities surveyed this month were Medway Park, Strood Leisure Centre and the Stirling Centre. Satisfaction levels have risen from the previous quarter. Customer service and quality of facilities scored particularly well this quarter with 88% and 89% respectively.	12-Jan-2012
F3	User satisfaction with theatres	N/A	N/A	82.00	84.00		↖	83.00	65.00	Tracker survey results show satisfaction levels well ahead of target.	23-Jan-2011
F4	User satisfaction with events	N/A	N/A	83.00	87.00		↖	85.00	N/A	87% satisfaction was recorded from the Dickensian Christmas event	19-Jan-2012
G9	User satisfaction with museums and galleries	N/A	78.50	74.00	84.00		↖	78.83	70.00	Quarter 3 shows a 10 percentage point increase compared to Quarter 2 and is significantly ahead of target.	18-Jan-2012

Title		Status
We will support the provision of decent new homes and improve the quality of existing housing		



PI Ref	Short Name	2010/11 Out-turn	2011/12 Q1 Out-turn	2011/12 Q2 Out-turn	2011/12 Q3 Out-turn		2011/12 YTD	2011/12 Target	Latest Note	Latest Note Date	
		Value	Q1 2011/12 Value	Q2 2011/12 Value	Value	Status	Short Trend	Value			Annual 2011/12
NI 155	Number of affordable homes delivered	334	29	67	23		↗	119	204	It is still expected that about 300 new affordable properties will be added this	23-Jan-2012



PI Ref	Short Name	2010/11 Out-turn	2011/12 Q1 Out-turn	2011/12 Q2 Out-turn	2011/12 Q3 Out-turn		2011/12 YTD	2011/12 Target	Latest Note	Latest Note Date
		Value	Value	Value	Value	Status	Short Trend	Value		
									financial year in Medway with the majority (180 - 200) due for completion in quarter 4. This year has seen the launch of a new National Affordable Housing Programme (NAHP 2011 - 15) by the HCA which was delayed due to some aspects being tied to the Localism Bill. This delay means that some schemes did not start on time; subsequently there have been few completions early in the year.	

Title	Status
We will work to ensure that people have the skills they need to take up job opportunities created	

PI Ref	Short Name	2010/11 Out-turn	2011/12 Q1 Out-turn	2011/12 Q2 Out-turn	2011/12 Q3 Out-turn		2011/12 YTD	2011/12 Target	Latest Note	Latest Note Date	
		Value	Value	Value	Value	Status	Short Trend	Value			Annual 2011/12
NI 117	16 to 18 year olds who are not in education, employment or training (NEET)	6.3%	5.7%	6.0%	6.6%			6.6%	5.8%	Medway Youth Trust leads on the post 16 work engaging young people referred to the Youth Offending Team into Education, Employment and Training (EET). Medway Raising Participation Age (RPA) project in 2012 has been an important catalyst in strengthening existing partnerships and bringing in additional resources to Medway.	31-Jan-2011

PI Ref	Short Name	2010/11 Out-turn	2011/12 Q1 Out-turn	2011/12 Q2 Out-turn	2011/12 Q3 Out-turn			2011/12 YTD	2011/12 Target	Latest Note	Latest Note Date
		Value	Value	Value	Value	Status	Short Trend	Value	Annual 2011/12		
NI 148	Care leavers in education, employment or training	51.6%	44.4%	29.4%	60.0%			38.7%	60.0%	Medway has made good progress but many strands of activity are in the early stages of development. 2011 "September Guarantee" was harder to achieve this year due to the wider economic situation and fewer available staff. Takeup of September Guarantee of 16 years old is fewer than last year but on target. 17 year old takeup has increased but didn't achieve the target. However, NEET and September Guarantee figures achieved by Medway Youth Trust are one of the best in the South East region.	23-Jan-2012
LRCC3	The number of intensive assists to local businesses	N/A	142	66	134			342	150	134 Intensive assists delivered in 3rd quarter including 43 businesses attending half day energy efficiency workshop held in conjunction with Carbon Trust	16-Jan-2012
LRCC4	Number of jobs created and safeguarded	N/A	134	223	N/A			357	350	To date 8 new jobs reported for Q3 but awaiting activity reports to be submitted.	16-Jan-2012
ECD7b	New registrations by local people accessing employment support services	498	111	413	342			866	600	Employ Medway has exceed its target, already overachieving the annual target by the end of quarter 3. We are approximately having around 100 new registrations per month. We have had 326 light registrations for our Employ Medway services from those that are unemployed and not on any of our programmes, but access our support	23-Jan-2012

PI Ref	Short Name	2010/11 Out-turn	2011/12 Q1 Out-turn	2011/12 Q2 Out-turn	2011/12 Q3 Out-turn			2011/12 YTD	2011/12 Target	Latest Note	Latest Note Date
		Value	Value	Value	Value	Status	Short Trend	Value	Annual 2011/12		
ECD8b(ii)	Number of jobs taken up in the period	N/A	38	56	54			148	150	<p>services provided on site including CV, interview, basic IT skills and 1-2-1 career advice sessions.</p> <p>In addition, through our WORK Programme contract since it commenced on 13th June 2011 we have received 540 WORK Programme customers who are the more longer term unemployed and need additional support to get them back into work and overcome their barriers to employment.</p> <p>A total of 148 local unemployed people have found jobs since April 2011 as a result of the intensive employment support assistance provided by the Council's Employ Medway team and local community partners operating in target neighbourhoods. Of these, we have achieved 56 job starts (by end of Dec 11) under our new WORK Programme contract that is now fully operational. However, numbers have not met the contracted G4S job start target and remedial steps are being put in place.</p> <p>Medway Council is one of the local authorities to be delivering directly employment support services under the Coalition government's "Work Programme" scheme. The Flexible New Deal programme, set up by the previous government, has now been discontinued but enabled 58 Job starts April to August 11.</p>	23-Jan-2012

PI Ref	Short Name	2010/11 Out-turn	2011/12 Q1 Out-turn	2011/12 Q2 Out-turn	2011/12 Q3 Out-turn			2011/12 YTD	2011/12 Target	Latest Note	Latest Note Date
		Value	Q1 2011/12 Value	Q2 2011/12 Value	Q3 2011/12 Value	Status	Short Trend	Value	Annual 2011/12		
ECD48c	Employment that has lasted 26 weeks	N/A	19	8	55			82	50	In addition, the two EU funded added value contracts of the GAPS (Apprenticeship programme) has provided a further 34 job starts by Dec 11 (GAPS (32) and SUCCES (2)).	
										We have exceeded our target and performance for the year. A total of 82 jobs have lasted 26 weeks since 1 st April 2011 - 31 st December 11.	
										This is due to the successful delivery of our two contracts with the achievement of 55 Future Jobs Fund work placements and a further 27 Flexible New Deal placements. Both contracts have meant Employ Medway has been working with longer term disadvantaged unemployed customers who have been over 9 months plus unemployed and previously on Job Seekers Allowance.	23-Jan-2012
										On a cost benefit analysis, we have made significant savings to the Medway taxpayers by sustaining customers in work and for the government too by them not having to make further benefit payments out to these claimants.	
										At the minimum this is equivalent to £1,600 per person over 26 weeks period, AND if they were claiming in addition housing benefit, council tax relief and other benefits including disability this can be more in the region of £5, 200 to £6,500	



PI Ref	Short Name	2010/11 Out-turn	2011/12 Q1 Out-turn	2011/12 Q2 Out-turn	2011/12 Q3 Out-turn		2011/12 YTD	2011/12 Target	Latest Note	Latest Note Date
		Value	Q1 2011/12 Value	Q2 2011/12 Value	Value	Status	Short Trend	Value		
									over 26 weeks (based on receipt of in the region of £200-250 / wk). At the minimum, Employ Medway has already saved the taxpayer £1,600 per person x 82 jobs lasting 26 wks = £131,200. However, this is much more as the customers we are dealing with are harder to reach and are claiming more benefits.	

Title	Status
Safe, clean and green Medway	


Title	Status
We will improve public confidence and feelings of safety	

PI Ref	Short Name	2010/11 Out-turn	2011/12 Q1 Out-turn	2011/12 Q2 Out-turn	2011/12 Q3 Out-turn		2011/12 YTD	2011/12 Target	Latest Note	Latest Note Date	
		Value	Q1 2011/12 Value	Q2 2011/12 Value	Value	Status	Short Trend	Value			Annual 2011/12
NI 195a NEW	Improved street and environmental cleanliness:	N/A	96.33	96.33	98.00			96.89	95.00	The contract monitoring team carry out regular street cleansing inspections across	04-Jan-2012

PI Ref	Short Name	2010/11 Out-turn	2011/12 Q1 Out-turn	2011/12 Q2 Out-turn	2011/12 Q3 Out-turn			2011/12 YTD	2011/12 Target	Latest Note	Latest Note Date
		Value	Q1 2011/12 Value	Q2 2011/12 Value	Value	Status	Short Trend	Value	Annual 2011/12		
	Litter									Medway to ensure the contractor is meeting their contractual obligations. During quarter 3, 98% of streets were satisfactory for litter, 3% higher than target set. .	
NI 195b NEW	Improved street and environmental cleanliness: Detritus	N/A	96.67	97.67	90.00			94.78	92.00	In October only 82% of streets inspected were satisfactory for detritus, well below our target of 92%. This was highlighted to the contractor to ensure standards were raised. In November and December improvements were noted and this is reflected in November and December inspections, with an increase to 94% each month. The contract monitoring team are carrying out regular street cleansing inspections to ensure the standards remain.	04-Jan-2012
NI 195c NEW	Improved street and environmental cleanliness: Graffiti	N/A	100.00	99.67	98.67			99.45	96.00	The graffiti team are now in a position where they are able to maintain the removal of graffiti. Regular inspections are carried out in areas by the team where graffiti is prevalent ensuring more proactive removal of graffiti around Medway.	04-Jan-2012
NI 195d NEW	Improved street and environmental cleanliness: Flyposting	N/A	100.00	100.00	100.00			100.00	98.00	Medway Council's community officers proactively monitor fly posting within wards and as soon as this is found it is removed. If flyposting is reported to the council the community officer attends and removes immediately and this has ensured 100% is achieved.	04-Jan-2012
SF10	Satisfaction with Community Officers	N/A	65.00	61.00	56.00			60.67	70.00	As the question in the tracker gives only a score and no diagnostic information, specific questions were posed to the focus group held in December to try and establish the low satisfaction scores. Although the	19-Jan-2012

PI Ref	Short Name	2010/11 Out-turn	2011/12 Q1 Out-turn	2011/12 Q2 Out-turn	2011/12 Q3 Out-turn			2011/12 YTD	2011/12 Target	Latest Note	Latest Note Date
		Value	Value	Value	Value	Status	Short Trend	Value	Annual 2011/12		
W5	Satisfaction with how the Council deals with graffiti	N/A	72.00	65.00	83.00			73.33	N/A	<p>full details have not yet been received, the headlines were as follows:</p> <ul style="list-style-type: none"> ~ Only a few respondents were aware of the community officers ~ The awareness of service provision included work not undertaken by community officers around Anti-social behaviour and Alcohol Control Zones enforcement ~ the group felt that as a whole, the services provided are very worthwhile <p>However, there was a feeling that the service was under promoted and there was a lack of awareness on how to contact the service.</p> <p>With BME respondents, the awareness of the service was even lower, though they were positive about the services provided. They suggested the use of social media to promote the service and take positive actions with the various BME fora to increase awareness.</p> <p>It is clear that respondents confused community officers with PCSOs and thought needs to be given about how the service is made distinct as well as raising awareness. The current tracker survey question is not helpful and only serves to confuse.</p> <p>Tracker results show a significant increase in satisfaction from Quarter 2 and is in line</p>	23-Jan-2012

PI Ref	Short Name	2010/11 Out-turn		2011/12 Q1 Out-turn		2011/12 Q2 Out-turn		2011/12 Q3 Out-turn			2011/12 YTD		2011/12 Target		Latest Note	Latest Note Date
		Value	2010/11	Value	Q1 2011/12	Value	Q2 2011/12	Value	Q3 2011/12	Value	2011/12	Value	Annual 2011/12			
															with the team undertaking more proactive removal of incidents before complaints are received	





Title		Status
We will increase recycling and reduce waste going to landfill sites		

PI Ref	Short Name	2010/11 Out-turn		2011/12 Q1 Out-turn		2011/12 Q2 Out-turn		2011/12 Q3 Out-turn			2011/12 YTD		2011/12 Target		Latest Note	Latest Note Date
		Value	2010/11	Value	Q1 2011/12	Value	Q2 2011/12	Value	Q3 2011/12	Value	2011/12	Value	Annual 2011/12			
NI 191	Residual household waste - kg per household	668.9	164.4	162.0	174.2	500.6	792.0	November and December results are estimated and all figures are subject to external validation by Waste Data Flow and are therefore subject to change. There has been an increase in the KG per household during quarter 3 although this remains within target for the quarter	20-Jan-2012							
NI 192	Percentage of household waste sent for reuse, recycling and composting	36.8%	40.1%	41.6%	36.6%	39.4%	40.0%	November and December results are estimated and all figures are subject to external validation by Waste Data Flow and are therefore subject to change. Although quarter 3 is below the target of 40%, rates are on track to achieve the target by the	20-Jan-2012							

PI Ref	Short Name	2010/11 Out-turn	2011/12 Q1 Out-turn	2011/12 Q2 Out-turn	2011/12 Q3 Out-turn		2011/12 YTD	2011/12 Target	Latest Note	Latest Note Date	
		Value	Q1 2011/12 Value	Q2 2011/12 Value	Value	Status	Short Trend	Value			Annual 2011/12
W6	Satisfaction with refuse collection	N/A	92.00	92.00	94.00			92.67	90.00	end of the financial year. During quarter 3 we tend to see drops in the recycling rate. This is mainly in composting and is a seasonal trend as the growing season has ended. Next year the quarterly targets will be adjusted in line with seasonal variations Satisfaction with refuse collection remains exceptionally high, exceeding the annual target of 90%	20-Jan-2012
W7	Satisfaction with recycling facilities	N/A	80.00	85.00	86.00			83.67	78.00	A year since the change in services residents have adapted to the new service. Satisfaction rates have risen above pre-change levels and is exceeding the annual target of 78%	20-Jan-2012

Title		Status
We will support the building of strong communities where people feel they belong		

PI Ref	Short Name	2010/11 Out-turn	2011/12 Q1 Out-turn	2011/12 Q2 Out-turn	2011/12 Q3 Out-turn		2011/12 YTD	2011/12 Target	Latest Note	Latest Note Date
		Value	Q1 2011/12 Value	Q2 2011/12 Value	Value	Status	Short Trend	Value		

PI Ref	Short Name	2010/11 Out-turn	2011/12 Q1 Out-turn	2011/12 Q2 Out-turn	2011/12 Q3 Out-turn			2011/12 YTD	2011/12 Target	Latest Note	Latest Note Date
		Value	Q1 2011/12 Value	Q2 2011/12 Value	Value	Status	Short Trend	Value	Annual 2011/12		
NI 1	% of people who believe people from different backgrounds get on well together in their local area	N/A	62.0%	65.0%	66.0%			64.3%	65.0%	The Community Inclusion Co-ordinator is engaging in dialogue with the host community and with representatives of the Roma community and is facilitating the ongoing delivery of community projects in the All Saints and Luton areas, which support stronger community cohesion and integration. This includes youth development activities, English language classes, housing outreach surgeries and plans to set up specific new debt advice surgeries run through the Citizens Advice Bureau. The Community Inclusion Co-ordinator attends meetings of the All Saints Residents Association on a regular basis to discuss any concerns they have and work with them to develop new community initiatives - the latest a community clean up campaign which will bring together all communities in a united front to tackle fly-tipping. This will bring across the common goal that all communities in All Saints share of addressing perennial fly-tipping concerns.	20-Jan-2011
QoL23 NI 4	% of people who feel they can influence decisions in their locality	N/A	36.0%	32.0%	30.0%			32.7%	32.0%	Over £140,000 of EU funds have been secured to develop community safety, health services outreach and urban street improvements, which will benefit disadvantaged neighbourhoods in the Chatham area. This EU project entitled DNA (Disadvantaged Neighbourhood Action) will also enable the creation of community panels to decide over specific priorities for project delivery. These will serve to	20-Jan-2011

PI Ref	Short Name	2010/11 Out-turn	2011/12 Q1 Out-turn	2011/12 Q2 Out-turn	2011/12 Q3 Out-turn			2011/12 YTD	2011/12 Target	Latest Note	Latest Note Date
		Value	Q1 2011/12 Value	Q2 2011/12 Value	Value	Status	Short Trend	Value	Annual 2011/12		
ECD49a	Number of people involved in neighbourhood work	N/A	560	500	1,050		←	2,110	250	empower local people in terms of their ability to influence such decisions in the target neighbourhoods. In addition a bid to the Big Lottery Fund has been submitted to secure £1 million of resources to support social regeneration action in the central Chatham area, which again will require a community panel to be set up to have a direct say over specific project development and delivery. The Council is also working with residents and community groups to draw down funds from the government's Community First scheme to set up other community panels in target disadvantaged wards pre-selected by the government: River; Chatham Central, Luton & Wayfield, Gillingham North and Gillingham South. These funds also include some resources for residents to decide on new community development schemes. All of the above initiatives should serve to strengthen the participation in residents in target areas in local decision making processes.	20-Jan-2012
ECD49b	Number of hours given to neighbourhood work	N/A	N/A	1,000	3,000		←	4,000	1,000		2 residents association meetings attended Nov/Dec

Title


We will work with local people to maintain parks and open spaces that are enjoyed by all

Status





PI Ref	Short Name	2010/11 Out-turn	2011/12 Q1 Out-turn	2011/12 Q2 Out-turn	2011/12 Q3 Out-turn			2011/12 YTD	2011/12 Target	Latest Note	Latest Note Date
		Value	Q1 2011/12 Value	Q2 2011/12 Value	Value	Status	Short Trend	Value	Annual 2011/12		
			Value	Value	Value			Value			
G4	Citizen participation hours	N/A	2158	2302	1837			6297	6122	Quarter 3 performance on target to achieve year end performance. Dip compared to Quarter 1&2 is due to December which is always a low month for activity. Quarter 3 performance increased by 350 hours compared to the same period in 2010-11. Ongoing work continues to improve accuracy of this indicator, but there remains significant under reporting from external groups.	09-Jan-2012
G4a	Number of people involved in practical volunteer tasks through membership of Friends groups	N/A	714	611	420			1745	195	Sustained overachievement indicates that year end target will be significantly overachieved.	30-Jan-2012
G6	Satisfaction with parks and open spaces	N/A	85.00	82.00	94.00			87.00	70.00	This result reflects ongoing investment in parks and open spaces and the improved performance of the grounds maintenance contract in Quarter 3. A full year of tracker data is required to highlight any seasonal variation in satisfaction and potential reasons for this in order to help inform future service delivery	18-Jan-2012
G7	Satisfaction with play areas	N/A	87.00	80.00	84.00			83.67	65.00	Quarter 3 shows a 4 percentage point improvement in satisfaction against Quarter 2, but remains 3 percentage points lower than Quarter 1. Investment in play areas across Medway is ongoing and a full set of results across the year is required in order to determine if there is a seasonal variation in satisfaction.	18-Jan-2012
G8	Number of green flags	4	N/A	5	5			5	5	The target of 5 Green Flags has been achieved from a baseline 3 years ago of no Green Flags in Medway. Submission of 5	09-Jan-2012

PI Ref	Short Name	2010/11 Out-turn	2011/12 Q1 Out-turn	2011/12 Q2 Out-turn	2011/12 Q3 Out-turn	2011/12 YTD	2011/12 Target	Latest Note	Latest Note Date
		Value	Value	Value	Value	Value	Annual 2011/12		
								sites for 2012 award to be completed by end of January 2012 with upload of Management Plans	

Title		Status
We will work with the community to keep Medway's streets clean		

PI Ref	Short Name	2010/11 Out-turn	2011/12 Q1 Out-turn	2011/12 Q2 Out-turn	2011/12 Q3 Out-turn	2011/12 YTD	2011/12 Target	Latest Note	Latest Note Date
		Value	Value	Value	Value	Value	Annual 2011/12		
W8	Satisfaction with street cleaning	N/A	74.00	74.00	72.00	73.33	75.00	The measurements of standards of street cleaning show that Medway is clean. Frontline Services continues to build on this through contract monitoring, education and enforcement. The quarterly tracker is undertaken at the start of the quarter and the drop in satisfaction ties in with the results of the NI195 inspections in October that showed a slight drop in standard. As standards have improved over this quarter, it is hoped these satisfaction results will rise in January when Q4 survey is undertaken.	20-Jan-2012

PI Ref	Short Name	2010/1 1 Out- turn	2011/1 2 Q1 Out- turn	2011/1 2 Q2 Out- turn	2011/12 Q3 Out-turn			2011/1 2 YTD	2011/1 2 Target	Latest Note	Latest Note Date
		2010/1 1 Value	Q1 2011/1 2 Value	Q2 2011/1 2 Value	Q3 2011/12 Value	Status	Short Trend	2011/1 2 Value	Annual 2011/1 2		
LX5	Working days lost due to sickness absence	7.28	1.68	3.03	5.04			5.04	8.00	This is the cumulative figure to end of December. December figures are provisional and subject to possible change	27-Jan-2011

	Quarter 3 Council Plan reporting (Oct - Dec 2011)
<p>Project: Better for Less Programme</p> <p>Success this Period (Q3)</p> <ul style="list-style-type: none"> • Internal recruitment to new shared customer contact, shared administration and specialist structures completed with a small number of roles being advertised externally where the council does not have skills in-house • Continued development, integration and testing of new ICT systems to improve the council's use of information to provide high quality customer service. • Appointment of internal programme manager to lead in-house programme delivery team • Category management project implementation began. • Council project manager recruited and agreement reached for external support. • Emerging approach for performance and intelligence project developed and discussed with key stakeholders 	<p>Deliverables during Q4</p> <ul style="list-style-type: none"> • Phase one of the customer contact and administration project will go live –customer contact and administration for adult social care, festivals, arts, theatres and events, revenues and benefits and housing services. • Launch of mobile working technology for adult social care to help staff work more efficiently away from the office • Realisation of final savings from phase one of customer contact and administration project • Launch of phase two of customer contact and administration with customer experience redesign and planning for staff consultation in Q1 2012/13. • Mobilisation for category management project including developing structures for new category management team and specialist services involved. Rapid development of savings plans for key categories. • Development of structures and processes for performance and intelligence project • Secondment/recruitment to the in-house programme delivery team to reflect reduction in external support
<p>Milestones missed and impact/potential impact on delivery</p>	
<ul style="list-style-type: none"> • No major milestones missed that will impact on delivery 	
<p>Future risks to project delivering</p>	
<ul style="list-style-type: none"> • Successful secondment or recruitment to the in-house delivery team remains a risk to delivery in Q4, particularly for phase two of the customer contact and administration project 	

Overall current/future perspective of project

The Better for Less programme is on track to meet the dual aims of providing better council services for Medway at a reduced cost. During Q4 the programme will broaden to encompass three main projects – with the category management and performance and intelligence projects going live. This will present further opportunities to improve while generating financial savings.

Project Chatham Centre	Quarter 3 Council Plan reporting (Oct – Dec 2011)
<p>Success this Period (Q3)</p> <p>Chatham Waterfront and Queens Street site both have planning consents. New bus station opened and working well, existing bus station closed in Pentagon and has planning consent to covert to parking.</p>	<p>Deliverables during Q3</p> <p>Opening of new bus station. Section 106 agreement for Chatham Waterfront to be considered by Cabinet. Highway works completed in The Brook. Bus companies moved into the White House. Consideration of future development potential of Sir John Hawkins car park area.</p> <p>Consideration of disposal strategy for Queens Street and Chatham Waterfront</p>
<p>Milestones missed and impact/potential impact on delivery</p> <p>None anticipated</p>	
<p>Future risks to project delivering</p>	
<p>Project overrun or contractor overspends. This is reduced by regular project management and employment of quantity surveyors to negotiate effective project closure.</p>	
<p>Overall current/future perspective of project</p>	
<p>Opening of new bus station has transformed the experience of travelling by bus in Medway. It opens up the opportunity of significant retail development in the Pentagon and Chatham. Investor confidence continues in Chatham and we will continue to market our investment opportunities. Shop vacancies continue to below the national average for High Streets.</p>	

<p>Project: Customer Contact – Better for Less</p>	<p>Quarter 3 Council Plan reporting (October- December 2011)</p>
<p>Success this Period (Q3)</p> <ul style="list-style-type: none"> • Completion of Customer Relationship Management (CRM) training from supplier • Configuration of CRM completed • Skills transfer from CRM supplier continues • Contract signed for Electronic Document Retrieval Management System solution • Implementation of Electronic Document Retrieval Management System solution commenced • Purchase of new scanning equipment for post room, admin hubs and remote locations completed • Technical requirements for integration and mobile working in progress • Counter proposals reviewed following staff consultation • BfL Board approved final structures • Job matching completed • Appointments made to new Operating Model • Jobs Fair held for all staff to attend to find out about Customer Contact model and roles • Job application process completed, with interviews held • Lessons Learned session held at Implementation Board • Training plan developed • Training documentation in development • Customer Contact Diversity Impact Assessment reviewed and action plan agreed • Test environment made ready to begin System and User Acceptance Testing 	<p>Deliverables during Q4</p> <ul style="list-style-type: none"> • Finalise operational processes • Skills transfer from CRM supplier to be completed • Installation of new scanning equipment • Implementation of Electronic Document Retrieval Management System solution completed • Finalise mobile working requirements • Mobile devices in use • System and User Acceptance Testing Completed • Training on CRM and Admin processes delivered • Staff appointed move into new operating model • Live Environment ready • Accommodation moves completed in readiness and in line with go-lives • All Phase 1 Services gone live

<ul style="list-style-type: none"> • Detailed operational procedures identified • Transition planning continued in readiness for Go-live • Review of implementation/transition plan undertaken to ensure that activities for successful go-live are identified • Replanning of go-live waves undertaken 	
<p>Milestones missed and impact/potential impact on delivery</p>	
<p>None</p>	
<p>Future risks to project delivering</p>	
<ul style="list-style-type: none"> • Insufficient training, support and engagement for the new teams being established • Major defects arising from testing may impact 	
<p>Overall current/future perspective of project</p>	
<p>By the end of the first phase in January 2012 we will have:</p> <ul style="list-style-type: none"> ○ Developed standard ways of delivering Customer Contact and initial assessments across the service ○ Put in place Council-wide ICT to help deliver this (including mobile working, CRM and scanning) ○ Started building the new Customer Contact and shared teams working across multiple services ○ Trained staff involved in Release 1 in the new processes and use of new ICT systems. 	

<p>Quarter 3 Council Plan reporting (October- December 2011)</p>	<p>Project: City Status/2012 Celebrations</p>
<p>Success this Period (Q3)</p> <ul style="list-style-type: none"> • Presentation given to Kent Ambassadors; secured their overwhelming support • Meeting with Gareth Johnson MP, Dartford- positive discussion • Letter of thanks sent to North Kent MPs in support of our City Status bid, seeking their continuing lobbying and support • Discussed Thriving Modern City proposals with CMT/Cabinet at awayday • Presentation given to the TGKP Board; very positively received • Hosted a Ministerial Visit and Lord Sebastian Coe at Medway Park and promoted the City Status bid to the Secretary of State • Attended a Centre for Cities Parliamentary Reception • Continued discussions with the Kent Architecture Centre on proposals for the City Square • Presentation given to Service Managers on our Year of Celebration in 2012 • Meeting with Philip Hesketh to discuss our Year of Celebration in 2012 and ideas for the launch • Ongoing discussions with the Royal Engineers about our Year of Celebration in 2012 and the launch • Launched the British Transplant Games at Rochester Cathedral- Medway will be hosting the Games in 2012 • Secured support from Bob Bounds, Editor at the KM. An 	<p>Deliverables during Q4</p> <ul style="list-style-type: none"> • City Status decision expected to be made in February 2012 • Action plans and responses to be finalised for both potential outcomes of the City Status announcement • Continue discussions and progress plans for our City Square • Launch of our Year of Celebration in January 2012- involve key Partners and Organisations • Continue discussions with Royal Engineers about plans for 2012 • Meeting with BBC SE to secure their backing for the Year of Celebration proposals

article will be published in the New Year about our Year of Celebration in 2012	
Milestones missed and impact/potential impact on delivery	
None	
Future risks to project delivering	
Overall current/future perspective of project	

<p>Project: Luton and Wayfield Locality Project – Local people local Solutions</p>	<p>Quarter 3 Council Plan reporting (Oct - Dec 2011)</p>
<p>Success this Period (Q3)</p> <p>Strategic</p> <ul style="list-style-type: none"> • Needs assessment completed • Regular partnership and operational meetings • Two meetings of the new community group • Vice chair nominated for new community group • Support provided to new community group Chair • Action planning at resident and operational levels begun • Resource mapping carried out • Links made with another successful housing scheme <p>Operational</p> <ul style="list-style-type: none"> • Clean up campaign begun and regular programmes fixed • Volunteers identified in community for specific services • Youth support training identified for community volunteers • Communications training & support identified for community • Consultation methodology developed for specific groups • Further dispersal notice successfully implemented • Second fluoride varnish application in primary schools • Successful Healthy Eating family taster sessions delivered • Successful illegal tobacco seizures in the ward • Information points + phones/PCs developed in each area • Residents influence developments for new health facilities <p>Bids</p> <ul style="list-style-type: none"> • EOI first round accepted for support from NEF • Funding identified for local festival • Funding application submitted EU projects—decision Jan 	<p>Deliverables during Q4</p> <p>Strategic</p> <ul style="list-style-type: none"> • Needs assessment to be presented to community • Further partnership, operational and community meetings • Volunteers identified for specific committee roles • Exchange visit to a similar community project for residents • Formal arrangements pursued for community group • Review membership of strategic partnership • Reaffirm commitment at senior/member level <p>Operational</p> <ul style="list-style-type: none"> • Solutions identified to private rented sector housing issues • Training delivered to community volunteers • New clubs/activities emerge to address actions • Evaluation of dental hygiene intervention in schools • Opportunities for public buildings /caretaking issues sorted • Further publicity about progress of project • Further research undertaken to progress health facilities <p>Bids</p> <ul style="list-style-type: none"> • Proposal to Bristol Uni for research project EU/education • Further funding opportunities explored • Funding bid submitted for Sport England facilities • Acceptance of troubled families initiative • Decision known about EU funded projects bid

<p>Milestones missed and impact/potential impact on delivery</p> <ul style="list-style-type: none"> • Strategic partnership meeting cancelled 23 December due to many apologies – progress continues at operational level; • Cedar Mount High School did not commit to visit – other schools can be sourced as needed • Funding bid not submitted to Sport England due to delay with legal ownership of green-space land—further rounds possible • Links not yet made with further community groups as new community group not yet ready – being encouraged • Limited opportunities for public buildings to be used in Wayfield – solutions are still being investigated • Community budget initiative not taken up due to changing priorities in Council
<p>Future risks to project delivering</p> <ul style="list-style-type: none"> • Lack of organisation wide understanding of the implications of Transformative Community Development • Linkage between residents group and agencies becomes fragmented • Addressing entrenched issues therefore not going to be short-term solutions which may challenge maintaining momentum • Capacity of volunteers to support community group and to deliver success • Racial or community tensions prompted by inaccurate or lack of information or facilities • Ability to resource identified solutions
<p>Overall current/future perspective of project</p> <p>Two key elements of this work are: To engage local people in identifying possible improvements to the area Engage local people in helping services to rethink how they provide and deliver their services to meet the agreed priorities</p> <p>Currently:</p> <ul style="list-style-type: none"> • Strong chance of success based on high impact elsewhere • High interest and energy currently within community – confirmed endorsement needed by some stakeholders • Some caution that some entrenched issues may be unique to Medway

APPENDIX 2

Update on areas for improvement agreed by Cabinet 5 July 2011

Reducing the reliance on Bed and Breakfast accommodation for Young people (under 25s)

There were 28 households (placed by Housing Services under the Homelessness Act) headed by young people, who left Bed and Breakfast accommodation this quarter. Their average length of stay was 19.1 days (2.7 weeks). This is a reduction from the previous quarter, but continues to reflect the limited supply of suitable alternative accommodation and the difficulty in placing many young people presenting with complex needs. The Bed and Breakfast accommodation has been inspected and on average the cost of these placements is 50% funded through the Council and 50% is retrievable through the Housing Benefit system. The target is that placements should not be for more than 6 weeks unless in exceptional circumstances. There are currently 2 young people in Bed and Breakfast, neither of whom is under the age of 18 years.

There were 8 young people (placed by Children's Services) who left Bed and Breakfast accommodation this quarter. Their average length of stay was 70.1 days (10.02 weeks).

Drive down energy use via property rationalisation and other measures

The Council is committed to driving down energy use across its corporate estate through property rationalisation and other measures to reduce its carbon footprint. A comprehensive property audit is being undertaken to identify the worst performing assets to enable a targeted programme of property rationalisation to commence. In the last quarter the following actions have taken place and will reduce the running and energy costs and the Council's carbon footprint:

- The Council has moved out of Civic Centre Annex A to Gun Wharf and demolition of the Annex will start on 27 February 2012.
- The Council is closing the service at Shalder House and is in the process of relocating the clients before selling the premises.
- The Council is moving its Mental Health service into the Compass Centre, so it can free up 5 and 7 Montgomery Avenue (for disposal) and Kingsley House (lease ends in June 2012).

Currently Medway Council is running a trial of PIR (Passive Infra-Red) Occupancy sensors in male toilets on level 2 in Gun Wharf, it is anticipated to roll out PIR occupancy sensors in all 21 toilets in Gun Wharf once trials are complete. This will give financial savings of £3,526 per annum and will save the Council 32.65 tonnes of CO₂, this equates to £391.80 in carbon tax calculated at £12 per tonne of CO₂.

In December the Council in collaboration with the Carbon Trust, hosted an Energy Efficient Breakfast for small and medium enterprises at Medway Innovation Centre. The event was formally opened by the Deputy Leader. Delegates benefited from practical advice and help to reduce energy consumption. The Carbon Trust provided one to one workshops at the end of the seminar. This demonstrates the Council's commitment to lead by example and to support local businesses in reducing costs.

Several avenues for obtaining European funding to deliver a larger programme of invest to save projects are being explored, including close working with Badminton England, Sports England and French counterparts.

Improving mental health services

Formal Notice was served to The Council's mental health provider, Kent & Medway NHS and Social Care Partnership Trust (KMPT), with the termination of contract date of the 1 February 2012.

The decision was made at Cabinet in December, for social care staff to return to Medway Council on an interim basis. Preparations for staff are underway and progressing well with the Compass Centre identified as the base for the service and all IT and estate infrastructure in place to support the service. Staff will be TUPED back to the Council, and there has been very good cooperation from both organisations to ensure staff are consulted at every stage and all Human Resource issues considered..

To ensure the safety of and continuous support for current service users, staff will transfer with their full caseloads. Communication to the public will begin in Quarter 4 to increase awareness of the change for any new people requiring this service. Through discussion and cooperation between the two organisations changes have been kept to a minimum.

The return of staff to the Council is an interim arrangement and the long term plan, for mental health social care provision, will be agreed by Cabinet in summer 2012. Options for future models for the service going forward will explore areas such as trading company and social enterprise as.

Continuing to push the personalisation agenda to exceed the 30% target

There has been continued progress with the implementation of personal budgets. The service has achieved the 30% level of performance, but the annual target of 50% remains a challenge.

Progress on mental health personal budgets is being prioritised for when the service returns to the Council on the 1st February 2012. The service will be expected to offer personal budgets to all service users. There are some services users receiving professional support only, but no decision has been made on how to cost this internal support in order to offer personal budgets.

Staff from the SDS team are working closely with NHS Medway colleagues on the Personal Health Budgets pilot and the required number of people for the pilot (including those in the control group) have been recruited.

Strengthening school leadership

This quarter we have continued to support school governing bodies to recruit headteachers with a proven record of good leadership in schools, and raising standards in challenging schools. Four successful appointments have been made and there is evidence of this impact in Ofsted reports.

In addition training has continued which focuses upon the roles and responsibilities of all leaders in schools. This has included the "Moving On Up" programme which aims to improve leadership, teaching and learning and standards ratings from satisfactory to at least good. Leadership teams of schools in challenging circumstances have received direct support from their

attached School Improvement & Challenge Lead, as well as support from sector led partnerships including Local Leaders of Education.

A second cohort of headteachers in Medway has been successfully completed training as Local Leaders of Education. A third cohort are applying for the Local Leaders of Education programme and will complete training and induction next quarter. The Headstart programme is in place for all headteachers new to headship in 2011/12. Medway held conferences in November for headteachers and governors, these focused on the new Ofsted framework which starts in January 2012. Attendance was good and evaluations positive.

Medway continues to work in partnership with Bexley, Bromley and Kent to develop leadership. Evaluations from the training held during the quarter were positive and the project continues.

Governor Services have continued to deliver a comprehensive programme of training and support, including regular training sessions for governors on their duties in relation to finance. These sessions are well attended and are repeated three times during the year for new governors. A more indepth session on finance is offered twice yearly and is similarly well attended.

Progress towards improvement in challenging schools is monitored through regular Challenge and Progress Review Meetings chaired by the Assistant Director for Inclusion and School Improvement. As a result of all support, the number of schools below the floor target, based on provisional results, has reduced from 22 schools to 12.

Continue to drive down SEN out of area placements

The Independent non-maintained expenditure is on track to come in within budget in spite of increased pressures. This is as a result of the decrease in placements for children in independent and non-maintained provision and successful defence of appeals to the First Tier Tribunal.

A significant increased pressure on the budget has been the number of children with Statements moving to live in Medway. Since January 2011 we have (to date) had 75 children with Statements of SEN move to the Medway Area. Of these 75, 80% require specialist placements. This has had a significant impact on our projected savings to the INMS budget as we have had to find appropriate placements for them on arrival because the majority of our maintained specialist provisions are full.

Another potential pressure is that the SEN team has found there has been an increased tendency over the last quarter for pupils with SENs to receive permanent exclusions from school. 6 pupils with statements were excluded this quarter although the 4 from maintained provision were rescinded as the LA put in appropriate alternative measures. 2 pupils were excluded from INMS. The SEN team has worked hard and creatively with the Inclusion and EP team to ensure that permanent exclusions remain low in Medway, but this has had an impact on the INMS budget as placements following the notification of permanent exclusion have to be found very quickly. The

average cost of interim provision for an excluded pupil amounts to £25,000 per year. Interim provision may last for a significant period of time whilst alternative appropriate placement can be identified.



CABINET

14 FEBRUARY 2012

CAPITAL BUDGET MONITORING 2011-2012

Portfolio Holder: Councillor Alan Jarrett, Finance
Report from: Mick Hayward, Chief Finance Officer
Author: Phil Watts, Finance Manager C&A, Kevin Woolmer,
Finance Manager BSD / RCC

Summary

This report presents the capital monitoring for the period to December 2011, with an outturn forecast for 2011/12.

1. Budget and policy framework

- 1.1 It is the responsibility of Cabinet to ensure that expenditure for each capital scheme remains within the budget approved by the Council but it remains the responsibility of Council to approve schemes for inclusion in the capital programme.
- 1.2 The Cabinet is asked to accept this report as urgent to enable Cabinet to receive and consider the third quarter budget monitoring information at the earliest opportunity.

2. Background

- 2.1 The current capital programme for 2011/12 is £154.5 million comprising £53.1 million in respect of brought forward schemes and £101.5 million in respect of new approvals.
- 2.2 This report consolidates the capital monitoring undertaken by each directorate, which is summarised in the appendices. The narrative part of each appendix provides a brief description of each scheme, describing the progress of each and the outputs achieved. The notes in the main body of the report, below, represent a commentary on areas of concern or items of particular interest.

3. Progress

- 3.1 Table 1 below summarises the current overall expenditure and forecasts against each directorate's 2011/12 capital programme and represents a summary of the detailed information at Appendix 1. Appendices 2 to 6 show

the position for each directorate.

Table 1: Summary – capital spend and forecasts

Directorate	Approved Programme	Spend to March 2011	Forecast spend 2011-12	Forecast spend in later years	Forecast Variance
	£'000	£'000	£'000	£'000	£'000
Business Support Dept	54,263	37,658	10,685	5,887	(33)
Children & Adult Services	174,398	64,535	46,282	60,141	(3,440)
Regeneration, Community & Culture	143,091	116,552	23,001	6,933	3,396
Member Priorities	2,931	1,392	1,481	57	(1)
TOTAL	374,683	220,137	81,327	73,019	(78)

3.2 The progress reports utilise a 'smiley face' project monitoring system that indicates progress at a glance. With only a few exceptions, the relevant budget manager has provided the information in the progress fields of the report. The criteria for the 'smiley' rating is as follows:







-  Scheme progressing on time and within budget.
-  Scheme progressing on time but not within budget or scheme progressing on budget but not within expected timescales.
-  Scheme neither progressing within expected timescales nor within budget.

Table 2 summarises the projects progress. Full detail is shown in the appendices:

Table 2: Project Progress Summary

Progress Monitoring				Total Schemes
BSD	22	0	0	22
Children & Adults	82	9	1	92
RCC	59	5	5	69
Member Priorities	26	4	0	30
Total	188	19	6	213

4. Specific Scheme Monitoring Issues and Completions

88% of schemes are progressing well, forecast to complete on time and to budget.

4.1 Business Support (Appendix 2)

4.1.1 The current (2011/12 and beyond) BSD capital programme of £16.6m is made up of brought forward approvals for existing schemes, £8.2m, plus the following new approvals totalling £8.4m

- £900,000 building repair & maintenance fund (net of transfers)
- £300,000 housing renovation loans
- £90,000 housing crisis grants
- £1,236,100 disabled facilities grant
- £45,000 Beechings Way flat conversion
- £2.4m Better for Less
- HRA £3,296,479 housing repairs
- HRA £150,000 disabled adaptations

4.1.2 There are no areas of concern to report this cycle

4.2 Children and Adults (Appendix 3)

4.2.1 The current 2011/12 capital programme for Children and Adult Services is £109.863 million, which reflects a £44.997 million increase in the overall budget since quarter 2, as a result of the following adjustments:

- The Academies Programme has increased by £24,167,064 and £20,756,447 following funding approval from Partnership for Schools (PfS) for the Bishop of Rochester Academy and the Brompton Academy respectively. Council approved this at its meeting on 20 October 2011.
- A new project, All Saints' Childrens' Centre Café Improvement Works was added to the capital programme with a budget of £65,000. This will create a healthy eating training space for practitioners and parents and is to be funded by a revenue contribution from the Early Years budget.

4.2.2 In addition, the following budget transfers have been made between projects. These budget virements have a nil effect on the overall programme and, apart from the Twydall Primary scheme, they were agreed under the Director's delegated authority:

- £70,000 was vired from the Basic Needs Programme to the Elaine Primary Expansion Works to fund the detailed development / enabling works stage of the Elaine project, followed by a further £563,780 (to give a total budget of £633,780) following the Gateway 3 report of November 2011;
- £30,000 was vired from the Bishop of Rochester Academy New Build to the Brompton Academy New Build, in order to re-align budgets in respect of council planning conditions;
- £50,490 was vired from the Schools' Devolved Formula Capital (DFC) budget to Academies Predecessor School Allocations. This was to move remaining DFC funds for Chatham Girls, Hundred of Hoo, Thomas Aveling and Walderslade Girls' schools, when they converted to academies;

- £1,141,467 was vired from the Primary Strategy Programme to the Twydall Primary School project following Gateway 3 approval in December 2011.

4.2.3 Against the current programme the directorate has forecast a roll forward of £60,141,000 into future years, reflecting the planned phasing of schemes, together with a net underspend against the overall programme of £3,440,000 which will allow the authority to reduce its borrowing requirements and the consequent impact on the revenue budget.

4.2.4 The directorate is only reporting one 'unhappy face', which is in respect of the Abbey Court Hydrotherapy Pool. This scheme was actually completed in 2010/11, however significant defects have been identified since completion. Officers have investigated the potential for pursuing a legal claim against the contractor, but have been advised by Legal Services that a claim is unlikely to be successful. Building Design Services have engaged consultants to establish the cause and determine the extent and cost of rectification works. The estimated additional cost to the Council is £50,000.

4.2.5 The capital monitoring includes a standing item to update Members on the progress of the Council's Academies programme:

Strood Academy

Works continue to progress well on site, both on time and on budget. The main building shell is completed and watertight. The internal fitting out is now underway, with works on the mechanical & electrical installation and also finishes moving ahead. BAM Construction are still providing good levels of local employment with between 50% and 60% local labour being used to date. BAM's curriculum projects both for Strood Academy students and students from other schools across Medway gained them the BAM regional award for educational support in December 2011. They have also been rated as excellent contractors by the externally accredited, National Considerate Contractors Scheme at two separate independent inspections.

Bishop of Rochester Academy

Works are now underway on site and some demolition of the old buildings has taken place. BAM have presented a health & safety talk to the students and the students took part in an interesting discussion relating to their school project. A programme of education activities is currently in development for the scheme. The project is on budget and programme.

Brompton Academy

Youth House has now been demolished and external works are underway by BAM. Setting out and ground works are progressing to cost and programme. The Academy has participated in some education activities with BAM and further projects are being planned.

4.3 Regeneration, Community and Culture (Appendix 4)

- 4.3.1 The current (2011/12 and beyond) RCC capital programme of £21.227m is made up of brought forward approvals for existing schemes of £12.948m, plus 2011/12 additions of £8.279m.
- 4.3.2 Additions of £409,000 since the previous cycle are all externally funded namely:
- LTP additional grant allocation £246,000
 - English Heritage LMA – additional allocation £20,000
 - S106 contributions – various schemes £143,000
- 4.3.3 The forecast variations on the Stoke Crossing scheme and CIF (Community Infrastructure Fund) schemes remain unchanged from that reported in the previous cycle (£1.223m and £421,105 respectively).

4.4 HCA related regeneration schemes (Appendix 5)

- 4.4.1 The quarter 1 and quarter 2 reports detailed the factors that had led to anticipated cost variances of £778,506 on the Chatham Roads schemes and £434,873 on the Waterfront Bus Station scheme. These forecast variances have increased at quarter 3 to £1.301 million and £522,697 respectively.
- 4.4.2 In relation to the Chatham Roads scheme, there are a number of factors that have increased the forecast overspend by some £523,000 against that previously reported:
- The final certificate on the construction contract has been received increasing costs by some £180,000. However, it should be noted that this does not allow for final account claims, which may result in further expenditure.
 - Previous forecasts had allowed £200,000 for non-contract costs such as fees and statutory undertaker charges. These are now forecast at £326,000.
 - Mitigation of the overspend through a review of outstanding commitments has saved £217,000 less than anticipated.

4.5 Members Priorities (Appendix 6)

- 4.5.1 Allocations to the programme for quarter 3 are
- Moonstone Drive Play Area £11,300
 - Cherry Trees Play Area £13,450
 - Grange Road Footway Renovation £28,359
 - Lower Bloors Lane Allotment Fence £19,200
 - Hoo Village Hall Flooring £9,850

5. Conclusions

- 5.1 This report provides an update on expenditure, to the end of Quarter 3, against the approved capital programme.

6. Risk Management

- 6.1 The two most significant risks facing the Council's capital investment programme are:
- Uncertainty over future funding; and
 - Ensuring that capital projects are delivered to schedule and on budget. This report highlights a number of schemes where the difficulties associated with project management and circumstance have meant that this has not happened and funding solutions are now sought against a difficult financial background.

7. Financial and Legal Implications

- 7.1 The financial implications are fully analysed in the report.

8. Recommendations

- 8.1 Cabinet is requested to:

8.1.1 Note the spending forecasts summarised at Table 1;

8.1.2 Note the virements made to the capital programme under director delegations, as described at paragraphs 4.2.2;

- 8.1.3 Recommend to Council the following additions to the capital programme:
- £65,000 for café improvements at the All Saints' Childrens' Centre to be funded from a revenue contribution;
 - £1,141,467 for the Twydall Primary School project, to be funded from the Primary Capital Programme, following Gateway 3 approval in December 2011;
 - £246,000 additional Local Transport Plan grant allocation;
 - £20,000 additional funding for the English Heritage Local Management Agreement;
 - £143,000 of additional S106 contributions to fund various schemes;

8.2 Cabinet is also requested to recommend to Council the removal of £3,440,000 of underspent and uncommitted budget against the Adult Social Care Programme, Primary Capital Programme, SEN Programme, Condition Programme and Woodlands Primary School scheme, allowing the Council to reduce its borrowing requirements in 2012-13.

9. Suggested Reasons for Decision

- 9.1 Cabinet has the responsibility to ensure effective budgetary control to contain expenditure within the approved limits set by Council.

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Background Papers:

Capital Budget approved by Council 24 February 2011
Monthly monitoring returns submitted by budget managers

Name of Directorate	Approved gross cost of scheme		Total Expenditure from adoption to 31 March 2011		2011-2012 Approved Programme						Approved Spend forecast for later years			Variance		
	£		£		£		£		£		£		£		£	
	(b)	(c)	(d)	(e)	(d)+(e)	(g)	(h)	(i)	(j)	(k)	(c)+(h)+(j)+(k)-(b)	(k)	(c)+(h)+(j)+(k)-(b)	(k)	(c)+(h)+(j)+(k)-(b)	
Business Support	54,262,868	37,658,351	8,186,938	8,417,579	16,604,517	6,602,304	10,684,960	5,411,935	475,145	0	(32,477)	0	(32,477)	0	(32,477)	
Children & Adults	174,398,195	64,534,749	25,845,137	84,018,309	109,863,446	39,748,771	46,281,641	60,141,405	0	0	(3,440,400)	0	(3,440,400)	0	(3,440,400)	
Regeneration Community & Culture	143,090,573	116,552,502	18,008,549	8,529,522	26,538,071	17,881,476	23,001,135	4,615,333	2,123,184	195,000	3,396,581	195,000	3,396,581	195,000	3,396,581	
Member's Priorities	2,931,343	1,391,711	1,022,115	517,517	1,539,632	263,889	1,481,188	57,215	0	0	(1,229)	0	(1,229)	0	(1,229)	
Grand Total	374,682,979	220,137,313	53,062,739	101,482,927	154,545,666	64,496,440	81,448,924	70,225,888	2,598,329	195,000	(77,525)	195,000	(77,525)	195,000	(77,525)	

Description Of Scheme	Approved Gross Cost of Scheme	Total Expenditure from date of adoption to 31 March 2011	Remaining Approval			Forecast Outturn	Spend Forecast for Later Years			Total Project Variance	Status	
			Rolled Forward from Earlier Years	New Approvals	Remaining Scheme Budget		Spend and Commitments	2012/2013	2013/2014			2014/2015 and future years
ICT Strategic Fund - Grant & Capital Receipts Funded	2,104,391	1,655,171	439,220	0	439,220	249,220	414,731	100,000	90,000	0	0	☺
Improving Information Management Grant	529,038	455,403	73,635	0	73,635	73,635	73,635	0	0	0	0	☺
Integrated Children's Systems Grant	228,186	201,744	26,442	0	26,442	26,442	26,442	0	0	0	0	☺
New Medway Council Website	250,000	221,024	28,976	0	28,976	11,781	11,781	0	0	0	(17,195)	☺
Mercury Abatement - Dev & Other Contributions and Prul Borrow Funded	1,757,000	132,195	1,624,805	0	1,624,805	148,000	67,516	1,301,105	175,700	0	0	☺
Better for Less Mobile Working	319,280	0	0	319,280	319,280	162,835	62,500	117,000	39,445	0	0	☺
Better for Less CRM System	1,277,443	0	0	1,277,443	1,277,443	1,137,443	576,555	70,000	70,000	0	0	☺
Better for Less Document Management	803,277	0	0	803,277	803,277	288,200	52,258	435,077	100,000	0	0	☺
Building Repair and Maintenance Fund (Funded by Capital Receipts)	4,129,500	1,448,775	1,940,725	740,000	2,680,725	600,000	334,872	2,080,725	0	0	0	☺
Demolition of Civic Centre (Funded by Capital Receipts)	550,000	465,047	84,953	0	84,953	84,953	84,953	0	0	0	0	☺
St Georges Centre Kitchen Extension (Funded by Capital Receipts)	330,000	329,588	412	0	412	412	0	0	0	0	0	☺
Gun Wharf Reception and Signage (Funded by Capital Receipts)	100,000	69,718	30,282	0	30,282	15,000	2,702	0	0	0	(15,282)	☺
Strood Riverside supporting work for CPO and land acquisition (Funded by Capital Receipts)	20,939,945	20,222,317	717,628	0	717,628	55,000	12,193	662,628	0	0	0	☺
Pentagon Staff Car Park	160,000	0	0	160,000	160,000	160,000	82,013	0	0	0	0	☺
Total BSD Projects	33,478,060	25,210,982	4,967,078	3,300,000	8,267,078	1,802,151	4,766,535	475,145	4,766,535	0	(32,477)	
Housing Projects												
Housing Renovation Loans (Funded by Regional Housing Board/Right To Buy Receipts)	1,840,093	1,341,693	154,023	344,377	498,400	221,213	498,400	0	0	0	0	☺
Energy Efficiency Top-Up Grants (Funded by Regional Housing Board)	71,673	54,474	50,526	(33,327)	17,199	17,199	17,199	0	0	0	0	☺
Crisis Grants (Funded by Right To Buy Receipts)	290,000	198,502	1,498	90,000	91,498	91,498	90,000	0	0	0	0	☺
Empty Homes (Funded by Regional Housing Board)	268,082	252,365	26,767	(11,060)	15,717	15,717	15,717	0	0	0	0	☺
Disabled Facilities Grants (Funded by CLG Capital Grant/Capital Receipts)	4,322,525	2,855,489	230,936	1,236,100	1,467,036	1,374,225	1,374,225	92,811	0	0	0	☺
89 Beechings Way Flat conversion(Funded by Capital Receipts)	45,000	0	0	45,000	45,000	45,000	4,845	0	0	0	0	☺
Planned Maintenance (Funded by Major Repairs Reserve/Housing Revenue Account)	12,903,998	7,028,143	2,579,376	3,296,479	5,875,855	2,837,325	475,855	0	0	0	0	☺
Disabled Adaptations to Council Dwellings (Funded by Supported Borrowing)	1,043,437	716,703	176,734	150,000	326,734	250,000	239,629	76,734	0	0	0	☺
Total Housing Projects	20,784,808	12,447,369	3,219,860	5,117,579	8,337,439	4,800,153	7,692,039	645,400	0	0	0	
Grand Total	54,262,868	37,658,351	8,186,938	8,417,579	16,604,517	6,602,304	5,411,935	475,145	475,145	0	(32,477)	

Description Of Scheme	Total Scheme Budget	Total Expenditure from date of adoption to 31 March, 2011	Remaining Approval			Spend Forecast for Later Years			Total Project Variance	Status										
			Rollled Forward from Earlier Years	New Approvals	Remaining Scheme Budget	Spend and Commitments	Forecast Outcome	2012/2013			2013/2014	2014/2015 and future years								
Modernisation and Transformation	1,349,975	858,242	417,750	73,983	491,733	19,532	69,532	422,201	0	0	0	0	0	0	0	0	0	0	0	0
Occupational Therapy Adaptations	846,484	623,321	(6,837)	230,000	223,163	140,821	223,163	0	0	0	0	0	0	0	0	0	0	0	0	0
Mental Health - Vocational Rehabilitation, Community bridge-building and basic IT skills provision	569,705	252,442	317,263	0	317,263	21,124	65,000	58,604	0	0	0	0	0	0	0	0	0	0	0	(193,659)
Changing Places	105,000	550	33,450	71,000	104,450	22,864	35,000	69,450	0	0	0	0	0	0	0	0	0	0	0	0
ASC Mobile Working	114,501	0	114,501	114,501	0	0	0	114,501	0	0	0	0	0	0	0	0	0	0	0	0
Total for Adult Social Care	2,985,665	1,734,555	761,626	489,484	1,251,110	204,341	392,695	664,756	0	0	0	0	0	0	0	0	0	0	0	(193,659)
Woodlands Place Car Park	25,462	25,462	(462)	462	0	(462)	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total for Children's Social Care	25,462	25,462	(462)	462	0	(462)	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aiming High for Disabled Children	595,546	391,950	(42)	203,638	203,596	3,396	3,396	200,200	0	0	0	0	0	0	0	0	0	0	0	0
Total for Commissioning	595,546	391,950	(42)	203,638	203,596	3,396	3,396	200,200	0	0	0	0	0	0	0	0	0	0	0	0
Various Schools - Extended Schools	825,790	825,790	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total for Inclusion	825,790	825,790	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Wave 3 Childrens Centres	1,098,346	1,098,346	(258)	258	0	(5,810)	0	0	0	0	0	0	0	0	0	0	0	0	0	0
All Saints Childrens Centre - Cafe Improvement Works	65,000	0	0	65,000	65,000	0	16,250	48,750	0	0	0	0	0	0	0	0	0	0	0	0
Temple Mill Primary Childrens Centre	380,751	380,751	0	0	0	(7,323)	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Wave 1 & 2	1,425,663	1,425,663	0	0	0	(9,758)	0	0	0	0	0	0	0	0	0	0	0	0	0	0
St Marys RC Primary School	453,884	453,884	0	0	0	(10,015)	0	0	0	0	0	0	0	0	0	0	0	0	0	0
New Road Primary School	384,655	384,655	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Skinner Street Primary	170,714	170,714	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Hilltop Primary	286,162	286,162	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total for Early Years	4,265,175	4,200,175	(258)	65,258	65,000	(32,906)	16,250	48,750	0	0	0	0	0	0	0	0	0	0	0	0
Medway Grid for Learning - Broadband Connectivity	2,382,515	1,356,029	1,026,486	0	1,026,486	83,835	626,486	400,000	0	0	0	0	0	0	0	0	0	0	0	0
Diploma Gateway - Medway Partnership	1,000,000	800,211	199,789	0	199,789	49,855	199,789	0	0	0	0	0	0	0	0	0	0	0	0	0
Total for Advisors Projects	3,382,515	2,156,240	1,226,275	0	1,226,275	133,690	826,275	400,000	0	0	0	0	0	0	0	0	0	0	0	0
Walderslade Primary - New Build	5,510,000	3,767,346	1,245,130	497,524	1,742,654	1,425,016	1,742,654	0	0	0	0	0	0	0	0	0	0	0	0	0
Lordswood Primary Amalgamation Works	1,298,000	249,861	0	1,048,139	1,048,139	890,239	988,411	0	0	0	0	0	0	0	0	0	0	0	0	(59,728)
Thames View Primary Amalgamation Works	483,000	47,203	0	435,797	435,797	335,819	387,079	0	0	0	0	0	0	0	0	0	0	0	0	(48,718)
Primary Strategy Programme	1,370,550	813,978	9,138,665	(8,582,093)	556,572	120	0	0	0	0	0	0	0	0	0	0	0	0	0	(556,572)
Gordon Schools - Amalgamation/PAN Reduction/SEN Hub	50,000	13,150	21,850	15,000	36,850	0	10,000	26,850	0	0	0	0	0	0	0	0	0	0	0	0
Luton Schools - Amalgamation/PAN Reduction/SEN Hub	0	0	35,000	(35,000)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
All Faiths Primary Basic Need and Suitability Works	2,205,773	278,006	0	1,927,767	1,927,767	1,045,322	1,927,767	0	0	0	0	0	0	0	0	0	0	0	0	0
Oaklands Primary Amalgamation Works	1,792,884	218,646	0	1,574,238	1,574,238	477,797	1,000,000	574,238	0	0	0	0	0	0	0	0	0	0	0	0
Napier Primary Expansion following relocation of Robert Napier 6th form	2,177,686	280,524	0	1,897,162	1,897,162	578,234	1,297,162	600,000	0	0	0	0	0	0	0	0	0	0	0	0
Twydall Schools PCP & SEN Project	1,141,467	0	0	1,141,467	1,141,467	78,266	100,000	1,041,467	0	0	0	0	0	0	0	0	0	0	0	0
Total for Primary Strategy	16,029,360	5,668,714	10,440,645	(79,999)	10,360,646	4,830,813	7,453,073	2,242,555	0	0	0	0	0	0	0	0	0	0	0	(665,018)
Vocational Education Centre - Strood	2,000,000	4,000	1,996,000	0	1,996,000	0	1,496,000	500,000	0	0	0	0	0	0	0	0	0	0	0	0
Academy Prog Proj Mgmt & Tech Advisory	1,510,279	1,163,279	0	347,000	347,000	230,479	347,000	0	0	0	0	0	0	0	0	0	0	0	0	0
Strood Academy - SEN	607,220	30,480	576,740	0	576,740	(23,260)	200,000	376,740	0	0	0	0	0	0	0	0	0	0	0	0
Bishop of Rochester - SEN	600,170	2,467	597,703	0	597,703	0	200,000	397,703	0	0	0	0	0	0	0	0	0	0	0	0
Brompton Academy - SEN	3,066,607	226	3,066,381	0	3,066,381	0	500,000	2,566,381	0	0	0	0	0	0	0	0	0	0	0	0
Brompton Academy Environmental Works	152,377	150,691	1,686	0	1,686	20,390	1,686	0	0	0	0	0	0	0	0	0	0	0	0	0
Batched ICT procurement for the Academy programme	40,000	8,100	31,900	0	31,900	0	31,900	0	0	0	0	0	0	0	0	0	0	0	0	0
Brompton Academy - New Build	20,791,447	1,900	63,100	20,726,447	20,726,447	14,445,107	2,990,712	17,798,835	0	0	0	0	0	0	0	0	0	0	0	0
Decommission Youth House	298,108	0	0	298,108	298,108	259,056	298,108	0	0	0	0	0	0	0	0	0	0	0	0	0
Lift MOD Restrictive Covenant	30,000	0	0	30,000	30,000	30,000	30,000	0	0	0	0	0	0	0	0	0	0	0	0	0
Strood Academy - New Build	25,855,124	1,183,120	(1,183,120)	25,855,124	24,672,004	9,944,440	17,567,168	7,104,836	0	0	0	0	0	0	0	0	0	0	0	0

Description Of Scheme	Total Scheme Budget	Total Expenditure from date of adoption to 31 March 2011	Remaining Approval			Spend Forecast for Later Years			Status												
			Rolled Forward from Earlier Years	New Approvals	Remaining Scheme Budget	Spend and Commitments	Forecast Outturn	2012/2013		2013/2014	2014/2015 and future years	Total Project Variance									
Bishop of Rochester Academy - New Build	24,197,064	0	0	24,197,064	24,197,064	2,083,560	4,141,303	20,055,761	0	0	0	0	0	0	0	0	0	0	0	0	
Bishop of Rochester Academy Environmental Works	452,623	452,623	0	0	0	3,715	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total for Academies Programme	79,601,019	2,996,886	5,130,390	71,465,743	76,604,133	26,993,487	27,803,877	48,800,256	0	0	0	0	0	0	0	0	0	0	0	0	0
Abbey Court Strood - Secondary Age Provision	476,983	476,983	0	0	0	16,368	0	0	0	0	0	16,368	0	0	0	0	0	0	0	0	0
SEN Projects	1,953,977	0	0	1,953,977	1,953,977	0	0	1,498,956	0	0	0	(455,021)	0	0	0	0	0	0	0	0	0
Riverside Primary SEN Project	279,017	209,885	69,132	0	69,132	40,278	69,132	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Abbey Court Rainham - Masterplan	150,000	12,375	137,625	0	137,625	42,727	137,625	0	0	0	0	0	0	0	0	0	0	0	0	0	0
SEN Masterplan	35,000	7,892	27,108	0	27,108	15,891	15,891	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Relocate Bradfields Further Educ Unit	21,892	21,892	(21,892)	0	0	21,892	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Bradfields Autism Unit	1,500,000	0	0	1,500,000	1,500,000	16,434	69,447	1,430,553	0	0	0	0	0	0	0	0	0	0	0	0	0
SEN - Programme Management	65,000	0	0	65,000	65,000	65,000	65,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total for SEN Strategy	4,481,869	729,027	211,973	3,540,869	3,752,842	193,123	373,463	2,929,509	0	0	0	(449,870)	0	0	0	0	0	0	0	0	0
Basic Needs Programme 2011/12	1,782,624	0	0	1,782,624	1,782,624	673	673	1,789,951	0	0	0	0	0	0	0	0	0	0	0	0	0
Wainscott Primary Expansion to 2FE	50,000	12,400	37,600	0	37,600	0	15,000	22,600	0	0	0	0	0	0	0	0	0	0	0	0	0
Basic Needs - Programme Management	90,000	0	0	90,000	90,000	90,000	90,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0
University Technical College - Options Appraisal	8,000	0	0	8,000	8,000	8,000	8,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Elaune Primary - Expansion Works	633,780	0	0	633,780	633,780	81,849	81,849	551,931	0	0	0	0	0	0	0	0	0	0	0	0	0
Total for Basic Needs	2,564,404	12,400	37,600	2,514,404	2,552,004	172,522	187,522	2,364,482	0	0	0	0	0	0	0	0	0	0	0	0	0
Various Schools - Kitchen Renovation	401,642	301,642	(1,167)	101,167	100,000	100,000	100,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Various Schools - Seed Challenge Allocation	621,904	621,904	16,219	(16,219)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Various Schools - Commitments and Post Project Appraisals	278,599	278,599	(3,342)	3,342	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Elaune Primary School - Full Service Extended School Community Hub	2,863,674	2,863,674	(7,500)	7,500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
The Pilgrim CE Primary School	3,197,501	3,197,501	(10,100)	10,100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burnt Oak Primary School	4,465,137	4,465,137	(36,528)	36,528	0	852	852	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Various Schools - Security Works	366,487	347,768	18,719	0	18,719	16,335	18,719	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Hilltop Primary School - Indoor Swimming Pool	517,845	517,845	5,551	(5,551)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robert Napier - Sixth Form Block	2,320,434	2,320,434	(434)	434	0	832	832	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Practical Cooking Spaces	1,200,000	989,861	210,139	0	210,139	185,127	210,139	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Kitchen/Dining Match Funding	537,608	333,337	204,271	0	204,271	204,271	204,271	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sustainability Projects	30,000	28,097	1,903	0	1,903	0	1,903	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Condition Programme 2009/10	1,773,267	1,773,267	(22,631)	22,631	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Disability Access	15,308	6,793	93,207	(84,692)	8,515	8,515	8,515	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Woodlands Primary School - Extension to 2FE	1,675,000	1,250,719	424,281	0	424,281	215,565	265,565	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sir Joseph Williamsons DT Block to replace temporary acc	3,249,393	373,000	2,876,393	0	2,876,393	929,506	2,460,964	415,429	0	0	0	0	0	0	0	0	0	0	0	0	0
Condition Programme 2010/11	2,086,362	2,086,362	(586,361)	586,361	0	9,853	9,853	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Wayfield Primary School Foundation Stage and Childrens Centre	9,447	9,447	(9,447)	9,447	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Wainscott Primary	14,542	14,542	(14,542)	14,542	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Condition Programme 2011/12 - Roofing	453,025	0	0	453,025	453,025	410,059	453,025	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Condition Programme 2011/12 - Boilers	876,660	0	0	876,660	876,660	1,067,774	876,660	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Condition Programme 2011/12 - Asbestos Surveys	150,000	0	0	150,000	150,000	125,769	150,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Condition Programme 2011/12 - Asbestos Resultant Works	150,000	0	0	150,000	150,000	111,645	150,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Condition Programme 2011/12 - Electrical Works	150,000	0	0	150,000	150,000	2,512	150,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Condition Programme 2011/12 - Fire Risk Assessment	150,000	0	0	150,000	150,000	40,530	150,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Condition Programme 2011/12 - Security	50,000	0	0	50,000	50,000	12,969	50,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Condition Programme 2011/12 - Water Treatment	100,000	0	0	100,000	100,000	58,136	100,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Condition Programme 2011/12 - Structural	50,000	0	0	50,000	50,000	9,068	50,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Condition Programme 2011/12 - Other	2,054,614	0	0	2,054,614	2,054,614	18,083	20,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Description Of Scheme	Total Scheme Budget	Total Expenditure from date of adoption to 31 March 2011	Remaining Approval			Spend Forecast for Later Years			Total Project Variance	Status										
			Rolled Forward from Earlier Years	New Approvals	Remaining Scheme Budget	Spend and Commitments	Forecast Outturn	2012/2013			2013/2014	2014/2015 and future years								
Accessibility Schemes 2011/12	50,000	0	0	50,000	50,000	38,857	50,000	0	0	0	0	0	0	0	0	0	0	0	☺	
Condition Programme 2011/12 - Programme Management	120,000	0	0	120,000	120,000	120,000	120,000	0	0	0	0	0	0	0	0	0	0	0	0	☺
Abbey Court - Hydrotherapy Pool	10,837	10,837	0	0	0	1,306	50,000	0	0	0	0	0	0	0	0	0	0	0	☺	
Total for Other School Projects	29,989,286	21,790,766	3,158,631	5,039,889	8,198,520	3,687,564	5,651,238	415,429	0	0	0	0	0	0	0	0	0	(2,131,853)	☺	
Youth Service	348,801	348,801	(51)	51	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	☺
Total for Youth Service	348,801	348,801	(51)	51	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	☺
Sub Total	145,094,892	40,880,766	20,986,327	83,227,799	104,214,126	36,185,568	42,707,789	58,065,937	0	0	0	0	0	0	0	0	0	(3,440,400)	☺	
Silverbank Park	84,351	77,831	22	6,498	6,520	0	6,520	0	0	0	0	0	0	0	0	0	0	0	0	☺
Will Adams Centre	147,942	131,150	11,678	5,114	16,792	12,183	16,792	0	0	0	0	0	0	0	0	0	0	0	0	☺
Schools Devolved Formula Capital	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	☺
Schools Devolved Formula Capital	28,831,294	23,279,984	4,847,110	704,200	5,551,310	3,476,322	3,475,842	2,075,468	0	0	0	0	0	0	0	0	0	0	0	☺
Academies - Predecessor School Allocations	239,716	165,018	0	74,698	74,698	74,698	74,698	0	0	0	0	0	0	0	0	0	0	0	0	☺
Total for Devolved Formula Capital	29,303,303	23,653,983	4,858,810	790,510	5,649,320	3,563,203	3,573,852	2,075,468	0	0	0	0	0	0	0	0	0	0	0	☺
Grand total	174,398,195	64,534,749	25,845,137	84,018,309	109,863,446	39,748,771	46,281,641	60,141,405	0	0	0	0	0	0	0	0	0	(3,440,400)	☺	

Description Of Scheme	Approved Gross Cost of Scheme	Total Expenditure from date of adoption to 31 March 2011	Remaining Approval			Spend Forecast for Later Years			Total Project Variance	Status	
			Rolled Forward from Earlier Years	New Approvals	Remaining Scheme Budget	Spend and Commitments	Forecast Outturn	2012/2013			2013/2014
Building Safer Communities (Home Office Grant - 1 Year)	187,534	159,864	27,670	0	27,670	0	27,670	0	0	0	😊
Highways - Planned Works Fabric (Capital Receipts)	1,640,813	1,347,206	42,607	251,000	293,607	293,607	293,607	0	0	0	😊
Road Safety Grant (DFT Grant)	165,390	152,386	13,004	0	13,004	4,877	13,004	0	0	0	😊
Structural Maintenance on Roads&Bridges (LTP Borrowing -)	6,089,039	5,994,085	94,954	0	94,954	94,954	94,954	0	0	0	😊
Bridge Assess and Strengthening (LTP Borrowing -)	1,351,961	1,270,800	81,161	0	81,161	81,161	81,161	0	0	0	😊
Medway Tunnel (LTP Borrowing) and Grant DfT	6,400,000	1,125,828	5,274,172	0	5,274,172	1,306,470	1,315,000	2,000,000	1,959,172	0	😊
Maintenance of Traffic Signals (LTP Borrowing)	382,000	232,255	149,745	0	149,745	149,745	149,745	0	0	0	😊
Maintenance of Street Lighting (LTP Borrowing)	337,000	285,847	51,153	0	51,153	51,153	51,153	0	0	0	😊
Maintenance of Footway (LTP Borrowing)	642,000	608,056	33,944	0	33,944	33,944	33,944	0	0	0	😊
Maintenance of Highway Drainage Systems (LTP Borrowing)	381,000	374,710	6,290	0	6,290	6,290	6,290	0	0	0	😊
Maintenance of Off Carriageway Cycle tracks (LTP Borrowing)	137,617	111,955	25,662	0	25,662	25,662	25,662	0	0	0	😊
Highways Investment Programme (Prudential Borrowing)	4,000,000	3,503,837	496,163	0	496,163	496,163	496,163	0	0	0	😊
Highways - Design and Resurfacing (Capital Receipts)	5,210,725	4,079,033	192,692	939,000	1,131,692	883,228	1,131,692	0	0	0	😊
Highways - Structures and Tunnels (Capital Receipts)	1,628,462	1,054,982	263,480	310,000	573,480	148,257	573,480	0	0	0	😊
Highways Responsive Large Patching	250,000	0	0	250,000	250,000	250,000	250,000	0	0	0	😊
Highways Responsive Resurfacing	500,000	0	0	500,000	500,000	500,000	500,000	0	0	0	😊
Highways Maintenance LTP3	2,353,000	0	0	2,353,000	2,353,000	1,999,674	2,353,000	0	0	0	😊
Darnley Arches Subway (Third Party Contributions)	566,789	134,120	432,669	0	432,669	2,500	40,000	392,669	0	0	😊
Section 106 Contributions	675,911	0	0	675,911	675,911	135,000	309,899	300,000	56,012	10,000	😊
Integrated Transport Measures 2010-11 (DfT Grant/LTP Borrowing)	4,625,542	4,297,992	327,550	0	327,550	0	327,550	0	0	0	😊
Floodlighting (Capital Receipts)	27,000	22,946	4,054	0	4,054	200	4,054	0	0	0	😊
A228 Outstanding Contractor Issues (LTP Borrowing -)	21,837,492	21,829,477	8,015	0	8,015	8,015	8,015	0	0	0	😊
Sir Evelyn Road (Third Party Contributions)	860,000	860,000	0	0	0	0	0	0	0	0	😊
Stoke Crossing (HCA Grant and S. 106)	14,062,006	11,812,602	2,099,404	150,000	2,249,404	1,200,000	2,822,404	600,000	50,000	1,223,000	😊
Integrated Transport LTP3	1,723,000	0	0	1,723,000	1,723,000	1,363,000	1,723,000	0	0	0	😊
Asset Management (LTP Borrowing -)	257,200	241,137	16,063	0	16,063	16,063	16,063	0	0	0	😊
Sir John Hawkins Car Park (Invest to Save)	230,000	164,451	65,549	0	65,549	432	432	0	0	(65,117)	😊
Civic Centre Car Park (Invest to save)	300,000	51,126	248,874	0	248,874	128,126	128,180	120,694	0	0	😊

RCC Capital Monitoring Q3 2011-2012

Description Of Scheme	Approved Gross Cost of Scheme	Total Expenditure from date of adoption to 31 March 2011	Remaining Approval			Spend Forecast for Later Years				Total Project Variance	Status	
			Rolled Forward from Earlier Years	New Approvals	Remaining Scheme Budget	Spend and Commitments	Forecast Outturn	2012/2013	2013/2014			2014/2015 and future years
Brook Multi Storey CP Repairs	100,000	0	0	100,000	100,000	100,000	0	0	0	0	0	☺
Railway Street Car Park (Invest to Save)	170,001	6,406	163,595	0	163,595	5,429	158,166	0	0	0	0	☺
Residential Part 1 claims	0	0	0	0	0	(241,810)	241,810	0	0	0	0	☺
Waste Performance Grant (DEFRA Grant)	1,668,785	1,633,572	35,213	0	35,213	28,967	35,213	0	0	0	0	☺
Total for Front Line Services	78,760,267	61,354,673	10,153,683	7,251,911	17,405,594	9,071,107	3,813,339	2,065,184	10,000	1,157,883		
World Heritage Site & Great Lines Heritage Park - Funding from SEEDA, CHDT, English Heritage, Defence Estates, Hamptons International, Chatham Maritime Trust, ASDA and REVIT, Provia Construction Ltd, HTA Landscape Design	374,815	280,021	93,794	1,000	94,794	30,941	58,434	36,360	0	0	0	☺
Artlands North Kent - Funding from Arts Council England SE and KCC	239,500	51,852	70,148	117,500	187,648	163,336	187,648	0	0	0	0	☺
Townscape Heritage Initiatives - Grant funded - Heritage Lottery fund and Capital Receipts	1,600,001	1,434,979	165,022	0	165,022	80,000	165,022	0	0	0	0	☺
Innovation Centre Medway Phase 2 - Funded from Prudential Borrowing	8,890,000	8,825,283	64,717	0	64,717	46,735	64,717	0	0	0	0	☺
Watermill Wharf Strood - Funded from Capital Receipts	434,501	431,501	3,000	0	3,000	0	3,000	0	0	0	0	☺
Quality Bus Corridor - Grant funded from HCA grant & S106 Funding	12,645,700	12,078,273	567,427	0	567,427	1,147,448	983,532	5,000	0	0	421,105	☺
Gillingham Gateway - Section 106 Funding	321,128	10,289	310,839	0	310,839	23,411	152,839	150,000	8,000	0	0	☺
Gillingham Train Station Improvements - Grant funded from HCA grant	1,465,905	1,465,905	(15,905)	15,905	0	0	0	0	0	0	0	☺
Walls & Gardens	230,985	0	0	230,985	230,985	25,565	66,272	164,713	0	0	0	☺
Pentagon BS Lease Settlement	381,100	0	0	381,100	381,100	196,100	196,100	0	0	185,000	0	☺
Total for Development, Economy & Transport	26,583,635	24,578,103	1,259,042	746,490	2,005,532	1,713,536	1,877,564	356,073	8,000	185,000	421,105	
Compass Close Amenity Works (Grant funded)	257,597	253,802	3,795	0	3,795	100	3,795	0	0	0	0	☺
Gillingham Park (Reserves & Section 106 Contribution)	566,858	458,805	95,053	13,000	108,053	96,854	108,053	0	0	0	0	☺
Ranscombe Country Park (Capital Receipts)	232,340	137,846	94,494	0	94,494	128,870	94,494	0	0	0	0	☺
Wildlife Habitat at Motney Fields (Third party contributions)	70,000	57,617	12,383	0	12,383	9,925	12,383	0	0	0	0	☺
Play Area Initiatives (Big Lottery Fund)	666,470	660,122	6,348	0	6,348	12,141	6,348	0	0	0	0	☺
Hard Landscaping within Grounds Maintenance Contract (Capital Receipts)	140,000	138,117	1,883	0	1,883	1,883	1,883	0	0	0	0	☺
Greenspace Initiatives (Section 106 contributions)	405,200	262,221	117,649	25,330	142,979	4,091	13,979	129,000	0	0	0	☺
Inspirer Play For All	73,704	2,932	63,068	7,704	70,772	64,043	70,772	0	0	0	0	☺
Broomhill Community Spaces (HLF Grant Awarded to Friends of Broomhill)	49,999	35,075	14,924	0	14,924	11,421	14,924	0	0	0	0	☺
Play Builder Year 2 (DCSF Grant, Section 106 Contributions & EU Interreg Funding)	368,727	60	340,612	28,055	368,667	368,713	368,667	0	0	0	0	☺
Brook Pumping Station Subsidence (PSA Grant)	243,000	197,001	(32,001)	78,000	45,999	0	45,999	0	0	0	0	☺
Opening the Doors - Guildhall Museum (HLF, Interreg & Capital Receipts)	180,000	114,995	115,005	(50,000)	65,005	28,730	55,005	10,000	0	0	0	☺

Description Of Scheme	Approved Gross Cost of Scheme	Total Expenditure from date of adoption to 31 March 2011	Remaining Approval			Forecast				Spend Forecast for Later Years			Total Project Variance	Status	
			Rolled Forward from Earlier Years	New Approvals	Remaining Scheme Budget	Spend and Commitments	Forecast Outturn	2012/2013	2013/2014	2014/2015 and future years					
Medway Park Development at Black Lion (Grant, Capital receipts & Third party contributions)	11,100,000	10,926,266	173,734	0	173,734	249,415	173,734	0	0	0	0	0	0	0	😊
Eastgate House Improvements (Capital Receipts)	156,183	89,054	67,129	0	67,129	0	0	0	67,129	0	0	0	0	0	😊
English Heritage - Local Management Arrangement (Grant & Capital receipts)	730,000	579,900	130,100	20,000	150,100	12,000	30,000	70,100	50,000	0	0	0	0	0	😊
Upnor Castle Visitor Interpretation (Interreg & Capital Receipts)	91,489	11,489	88,511	(6,511)	80,000	26,302	80,000	0	0	0	0	0	0	0	😊
Rochester Castle Retaining Wall Repairs (Capital Receipts)	115,000	102,259	47,741	(35,000)	12,741	6,248	6,248	0	0	0	0	0	(6,493)	0	😊
Rochester Castle Keep Floodlighting (EU Funding, Section 106 Contributions, Capital Receipts)	90,000	0	90,000	0	90,000	6,000	10,000	80,000	0	0	0	0	0	0	😊
Eastgate House HLF Bid - Round 2	105,000	110	104,890	0	104,890	10,463	80,000	24,890	0	0	0	0	0	0	😊
2011-12 Greenspaces Section 106 Schemes (Section 106's)	202,501	0	0	202,501	202,501	17,461	137,699	64,802	0	0	0	0	0	0	😊
Total for Leisure and Culture	15,844,068	14,027,671	1,535,318	281,079	1,816,397	1,054,660	1,313,983	445,921	50,000	0	0	0	(6,493)		
Grand total	121,187,970	99,960,447	12,948,043	8,279,480	21,227,523	11,839,303	15,866,501	4,615,333	2,123,184	195,000	1,572,495				

Description Of Scheme	Approved Gross Cost of Scheme	Total Expenditure from date of adoption to 31 March 2011	Remaining Approval			2011/2012			Spend Forecast for Later Years			Total Project Variance	Status Q3
			Rolled Forward from Earlier Years	New Approvals	Remaining Scheme Budget	Spend and Commitments	Forecast Outturn	2012/2013	2013/2014	2014/2015 and future years			
Chatham Town Centre Phase 1	1,791,371	1,772,452	18,919	0	18,919	0	18,919	0	0	0	0	0	☺
Chatham Road Network Phase 2 and 3	8,199,979	8,323,979	(145,297)	21,297	(124,000)	1,344,388	1,177,389	0	0	0	0	1,301,389	☹
Chatham Bus Facility	6,463,394	4,143,554	2,319,840	0	2,319,840	2,779,348	2,842,537	0	0	0	0	522,697	☹
Rochester Riverside Phase 1a Other	593,002	0	593,002	0	593,002	5,025	593,002	0	0	0	0	0	☺
Rochester Riverside Phase 1a Infrastructure	2,500,000	36,777	2,463,223	0	2,463,223	1,879,920	2,463,223	0	0	0	0	0	☺
Great Lines Heritage Park	2,354,857	2,315,293	(189,181)	228,745	39,564	33,492	39,564	0	0	0	0	0	☺
Total for HCA related projects	21,902,603	16,592,055	5,060,506	250,042	5,310,548	6,042,173	7,134,634	0	0	0	0	1,824,086	

Non Medway Parklands Programme	8,069,107	6,721,345	1,347,762	0	1,347,762	804,522	1,347,762	0	0	0	0	0	☺
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Description Of Scheme	Approved Gross Cost of Scheme	Total Expenditure from date of adoption to 31 March 2011	Remaining Approval			Spend Forecast for Later Years				Total Project Variance	Status	
			Rolled Forward from Earlier Years	New Approvals	Remaining Scheme Budget	Spend and Commitments	Forecast Outturn	2012/2013	2013/2014			2014/2015 and future years
Unallocated Member Priorities	637,785	0	512,785	125,000	637,785	0	637,785	0	0	0	0	☺
Total for Member Priorities - Business Support	637,785	0	512,785	125,000	637,785	0	637,785	0	0	0	0	☺
Hempstead Allotment	203,175	74,860	128,315	0	128,315	66,379	110,000	18,315	0	0	0	☺
Phase 8 Allotments	75,325	0	75,325	75,325	75,325	44,065	55,000	20,325	0	0	0	☺
Bloors Lane Allotment Solar Panels	10,000	9,665	335	0	335	335	335	0	0	0	0	☺
Luton Rec Car Park	131,000	130,643	357	0	357	(19,271)	(18,000)	0	0	0	(18,357)	☺
Pavement & Road Repairs Lower Rainham Rd Station Rd	202,495	154,104	45,896	2,495	48,391	87,450	91,000	0	0	0	42,609	☺
Meckway Tunnel - Dot Matrix Signs	120,000	0	120,000	0	120,000	0	120,000	0	0	0	0	☺
Traffic calming scheme - Meresborough Road	80,000	57,212	22,788	0	22,788	790	7,000	7,000	0	0	(15,786)	☺
Road Speed Warning Signs	471,000	451,980	19,020	0	19,020	17,409	19,020	0	0	0	0	☺
Roundabout & Road Improvements	150,000	148,269	1,731	0	1,731	638	1,731	0	0	0	0	☺
Princes Park Ball Court	160,000	146,756	13,244	0	13,244	3,551	3,551	0	0	0	(9,693)	☺
Improvements to Gillingham High Street	50,000	39,476	10,524	0	10,524	2,180	3,000	7,524	0	0	0	☺
Henley Close Play Area	34,067	32,340	1,727	0	1,727	1,727	1,727	0	0	0	0	☺
Play Area Improvements	22,949	15,880	7,069	0	7,069	6,069	7,069	0	0	0	0	☺
Vale Drive Play Area Improvements	46,746	44,380	2,366	0	2,366	2,366	2,366	0	0	0	0	☺
Teynham Green Improvements	8,450	0	8,450	0	8,450	8,268	8,450	0	0	0	0	☺
Lyal Way Playspace Scheme	13,654	0	13,654	0	13,654	13,654	12,603	1,051	0	0	0	☺
Magpie Hall Road sewer connection	12,150	0	0	12,150	12,150	5,985	12,150	0	0	0	0	☺
Stoke Village Hall Electrical Works	14,376	0	0	14,376	14,376	1,740	14,376	0	0	0	0	☺
Adult Play Fitness For All	97,612	0	0	97,612	97,612	0	97,612	0	0	0	0	☺
Rosebery Road Play Area	65,000	0	0	65,000	65,000	0	65,000	0	0	0	0	☺
Moonstone Drive Play Area	11,300	0	0	11,300	11,300	0	11,300	0	0	0	0	☺
Cherry Tree Play Area	13,450	0	0	13,450	13,450	6,769	13,450	0	0	0	0	☺
Grange Road Footway Renovation	28,359	0	0	28,359	28,359	0	28,359	0	0	0	0	☺
Lower Bloors Lane Allotment Fence	19,200	0	0	19,200	19,200	0	19,200	0	0	0	0	☺
Hoo Village Hall Floor	9,850	0	0	9,850	9,850	0	9,850	0	0	0	0	☺
Theodore Place Road Improvements	28,000	0	0	28,000	28,000	1,500	18,000	10,000	0	0	0	☺
The Close new street lighting	15,400	0	0	15,400	15,400	12,285	15,400	0	0	0	0	☺
Total for Member Priorities - Regeneration, Community & Culture	2,093,558	1,305,565	395,476	392,517	787,993	263,889	729,549	57,215	0	0	(1,229)	☺
Rainham Youth Community Centre	100,000	1,867	98,133	0	98,133	0	98,133	0	0	0	0	☺
Integrated Youth Support Capital Fund	100,000	84,279	15,721	0	15,721	0	15,721	0	0	0	0	☺
Total for Member Priorities - Children and Adults	200,000	86,146	113,854	0	113,854	0	113,854	0	0	0	0	☺
Grand total	2,931,343	1,391,711	1,022,115	517,517	1,539,632	263,889	1,481,188	57,215	0	0	(1,229)	☺

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