

# General Fund, Housing Revenue Account Budget 2022/23



*Stevenage Town Square*

## General Fund, Housing Revenue Account Budget 2022/23

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### General Information

### Population & Area

Area	<b>2,597</b>	<b>hectares</b>
Population	<b>87,845</b>	

### Stevenage Borough Council

### Your Local Council

Number of Council Employees	<b>632</b>	Estimated for 2022/23
No. of recycling collections	<b>962,010</b>	Collections in 2021/22
Area of grass maintained by SBC	<b>4,105,719</b>	square metres
Community Centres	<b>10</b>	As at 31/3/2022
Car Parks	<b>12</b>	8 at Stevenage Town & 4 at Old Town
No. of commercial properties managed by SBC	<b>399</b>	As at 31/3/2022
No. of planning applications received by SBC	<b>400</b>	1st April 2020 - 31st March 2021
No. of Council Houses managed	<b>7,961</b>	As at 31 January 2022

### Stevenage Facilities

### Health, Education, Leisure, ETC

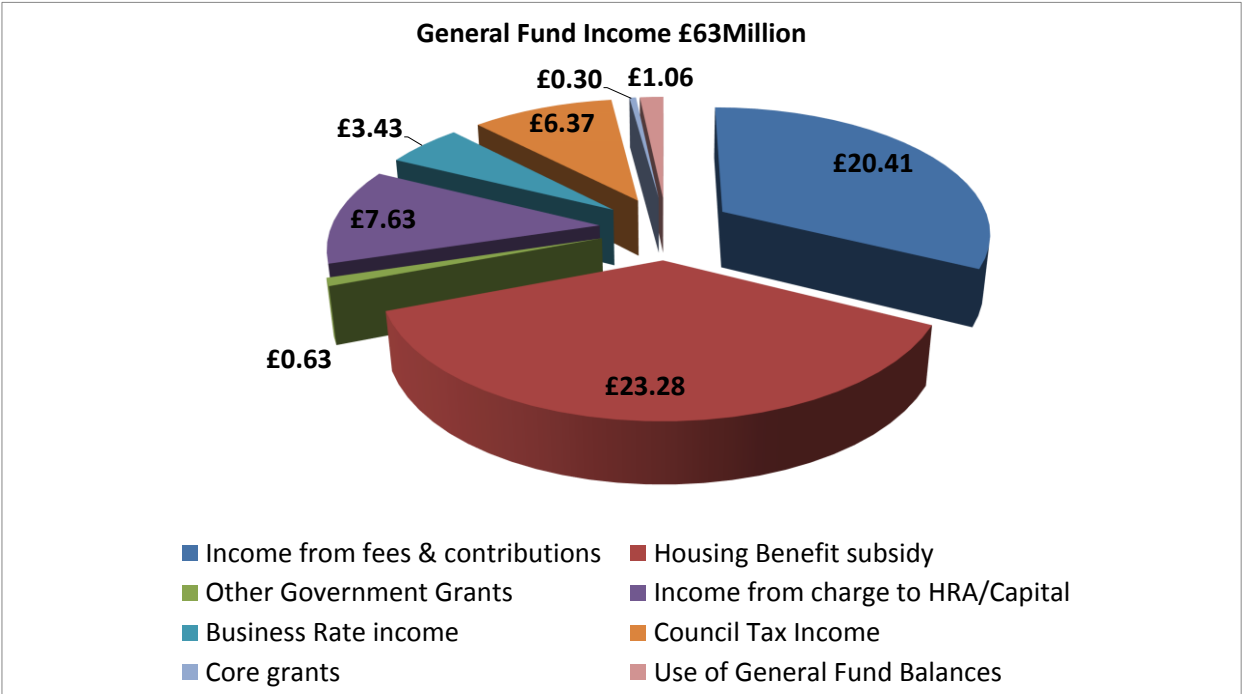
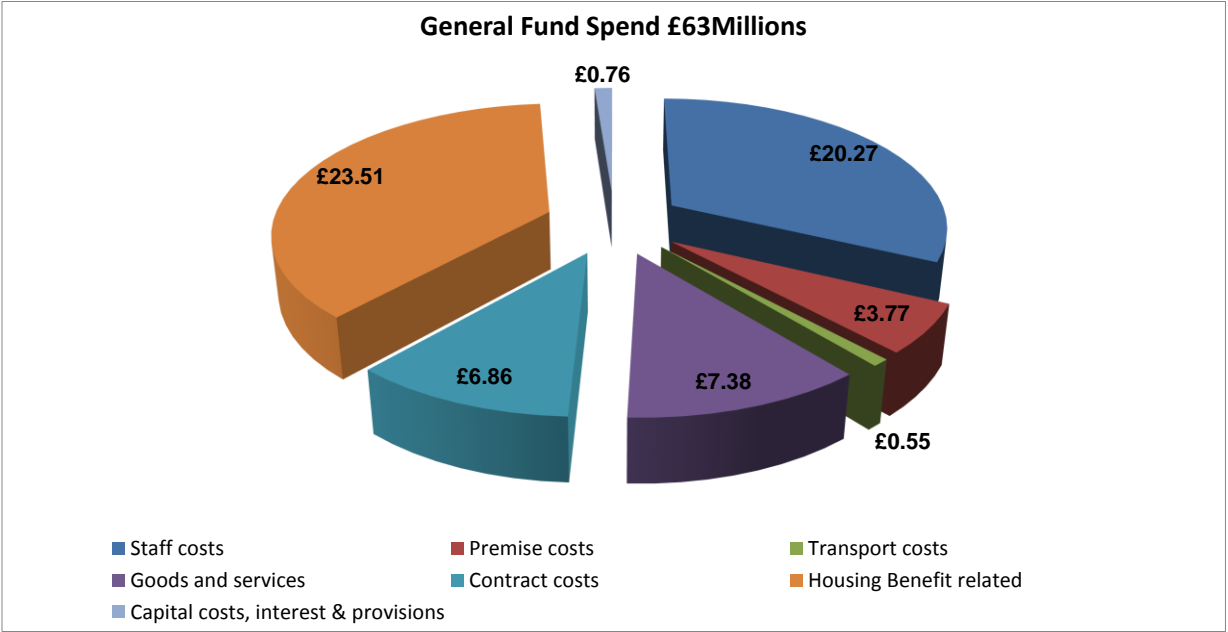
Indoor Market	<b>1</b>
Theatre (Gordon Craig)	<b>1</b>
Arts & Leisure Centre	<b>1</b>
Golf Club	<b>1</b>
Swimming Pool	<b>1</b>
Cemeteries	<b>2</b>
Museum	<b>1</b>
Allotment Sites	<b>16</b>
Fairlands Valley Park	<b>1</b>
Town Centre Gardens	<b>1</b>

### Stevenage Services

### Council Tax

Chargeable Dwellings*	<b>37,590</b>
No. at Band A	<b>1,656</b>
No. at Band B	<b>6,762</b>
No. at Band C	<b>21,344</b>
No. at Band D	<b>3,333</b>
No. at Band E	<b>3,136</b>
No. at Band F	<b>927</b>
No. at Band G	<b>423</b>
No. at Band H	<b>9</b>
Rateable Businesses	<b>2,277</b>

\*estimated chargeable dwellings/businesses for 2022/23



## General Fund Summary

	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Summary of Expenditure</b>				
<b>Portfolio:</b>				
Community Services	105,395	4,161,710	4,164,060	4,330,970
Housing Services	3,101,942	2,658,140	2,928,790	2,541,860
Environmental Services	9,547,003	7,914,320	9,328,650	7,730,530
Local Community Budgets	106,588	60,500	60,500	60,500
Resources	(2,582,620)	(4,193,350)	(5,326,810)	(3,392,030)
Resources - Support	6,969	70,690	695,560	(78,320)
Trading Accounts - Direct Services *	445	(36,440)	(170,240)	(41,750)
<b>Net General Fund Expenditure</b>	<b>10,285,721</b>	<b>10,635,570</b>	<b>11,680,510</b>	<b>11,151,760</b>
<b>Government Support - Retained Business Rates (NDR)</b>	(2,700,386)	(2,343,779)	(2,282,349)	(1,785,034)
<b>S31 Grants</b>	(9,332,101)	(815,229)	(3,872,946)	(1,618,316)
Transfer to/from S31 reserve	9,350,954	(8,461,090)	(5,282,497)	(3,776,102)
Transfer to/from Collection Fund reserve 2021/22	380	7,726,802	7,632,402	3,745,225
Transfer to/from Collection Fund (Council Tax)	(67,265)	(40,151)	(40,151)	(50,090)
Taxation Income Guarantee	(886,329)			
Lower Tier COVID Grant	0	(140,043)	(140,043)	(117,682)
Council tax support COVID grant	0	(118,859)	(118,859)	0
Service Grant	0	0	0	(177,337)
District Precept	(5,988,601)	(6,117,154)	(6,117,154)	(6,316,795)
<b>Use of General Fund Balances</b>	<b>662,373</b>	<b>326,067</b>	<b>1,458,912</b>	<b>1,055,629</b>
<b>General Fund Balance:</b>				
Balance 1 April	(7,063,243)	(4,519,954)	(6,400,870)	(4,941,958)
Use of Balances in Year	662,373	326,067	1,458,912	1,055,629
<b>General Fund Balance 31 March</b>	<b>(6,400,870)</b>	<b>(4,193,887)</b>	<b>(4,941,958)</b>	<b>(3,886,328)</b>
<b>Allocated Revenue Reserves:</b>				
Balance 1 April	(4,398,550)	(12,187,243)	(13,864,465)	(7,157,820)
Use of Balances in Year	(9,165,915)	9,360,648	6,706,644	4,280,323
<b>Allocated Revenue Reserves Balance 31 March</b>	<b>(13,564,465)</b>	<b>(2,826,595)</b>	<b>(7,157,820)</b>	<b>(2,877,497)</b>
<b>Total Revenue Reserves</b>	<b>(19,965,335)</b>	<b>(7,020,482)</b>	<b>(12,099,778)</b>	<b>(6,763,825)</b>
<b>Council Tax Bands for 2022/23</b>		<b>2021/22</b>		<b>2022/23</b>
2.26% Increase on Band D Property:				
BAND A		147.05		150.38
BAND B		171.55		175.44
BAND C		196.06		200.51
BAND D		220.57		225.57
BAND E		269.59		275.70
BAND F		318.60		325.82
BAND G		367.62		375.95
BAND H		441.14		451.14

	<b>Actual 2020/21 £</b>	<b>Original Budget 2021/22 £</b>	<b>Working Budget 2021/22 £</b>	<b>Original Budget 2022/23 £</b>
<b>Summary of Expenditure</b>				
7 <b>Children's Services</b>	(66)	10	10	130
8 <b>Play</b>	671,142	873,950	811,650	765,460
9 <b>Community Transport</b>	123,343	42,150	71,290	0
10 <b>Sports &amp; Recreational Facilities</b>	332,947	1,089,300	1,018,800	1,133,980
11 <b>Sports Development</b>	101,873	132,260	132,260	139,620
12 <b>Leisure Promotions</b>	(58,226)	56,980	162,930	70,840
13 <b>Golf Course</b>	250,655	226,030	216,530	221,120
14 <b>Community Services General</b>	588,230	682,530	692,530	691,410
15 <b>Community Associations</b>	(2,963,708)	149,100	149,100	165,220
16 <b>Community Safety</b>	369,481	322,190	322,190	457,880
17 <b>Museums</b>	313,506	289,940	289,500	355,690
18 <b>Community Funding</b>	376,217	297,270	297,270	329,620
<b>Total Cost of Portfolio</b>	<b>105,395</b>	<b>4,161,710</b>	<b>4,164,060</b>	<b>4,330,970</b>

**Children's Services**
**Safeguarding**
**CC600**
**Service Description:**

Advice Service with the Council and leads on council wide statutory duty to safeguard children and vulnerable adults

01	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Direct Employee Expenses	37,275	49,730	49,730	51,930
Indirect Employee Expenses	72	190	190	190
<b>Transport Related:</b>				
Travelling Expenses	2,560	880	880	880
<b>Supplies &amp; Services:</b>				
Communications & Computing	963	550	550	550
Miscellaneous Expenses	274	7,170	7,170	440
<b>Third Party Payments:</b>				
Contract Services	0	0	0	0
Appropriations	0	0	0	0
<b>Recharges:</b>				
Support Services	21,482	36,040	36,040	35,050
<b>Total Expenditure</b>	<b>62,627.23</b>	<b>94,560.00</b>	<b>94,560.00</b>	<b>89,040.00</b>
<b>Income:</b>				
Recharge Income	(62,693)	(94,550)	(94,550)	(88,910)
<b>Total Income</b>	<b>(62,693)</b>	<b>(94,550)</b>	<b>(94,550)</b>	<b>(88,910)</b>
<b>Net Cost of Service</b>	<b>(66)</b>	<b>10</b>	<b>10</b>	<b>130</b>

**Service Details:**
**Direct Employee costs** - One Full Time Equivalent (FTE's) staff in 2021/22.



**Play**
**Play General; Play Centres; Holiday Play Schemes**
**CC110; CC130; CC150; CC190; CC230; CC250; CC310; CC330; CC390**
**Service Description:**

The Play Service's mission is to advocate for the Child's Right to Play and to facilitate, develop, provide and support a range of quality opportunities and services that enable the children and young people to meet their play needs. The Play Service is made up of two operational units. Play Services for 5 to 14 year olds are provided by three Council Play Centres and outreach community play initiatives and a grant to voluntary play providers for 8 to 14 year olds.

<b>02</b>	<b>Actual 2020/21 £</b>	<b>Original Budget 2021/22 £</b>	<b>Working Budget 2021/22 £</b>	<b>Original Budget 2022/23 £</b>
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Direct Employee Expenses	277,246	400,550	354,100	343,800
Indirect Employee Expenses	934	9,070	9,070	7,420
<b>Premises Related:</b>				
Repairs & Maintenance Of Buildings	16,582	25,050	25,050	21,410
Energy Costs	8,441	11,470	11,470	16,070
Grounds Maintenance	6,888	2,810	2,810	2,810
Rents, Rates & Water Services	10,427	16,070	16,070	16,120
Cleaning & Domestic Supplies	208	3,480	3,480	3,530
Premises Insurance	1,357	1,380	1,380	2,490
<b>Transport Related:</b>				
Fleet Vehicle Recharges	(5)	1,070	1,070	1,070
Travelling Expenses	11,429	10,150	10,150	10,150
<b>Supplies &amp; Services:</b>				
Equipment, Tools & Materials	12,022	27,780	27,780	27,780
Clothing, Uniforms & Laundry	0	1,300	1,300	1,300
Printing, Stationery & General	7,928	9,180	9,180	8,200
Communications & Computing	9,869	7,990	7,990	10,280
Expenses & Allowances	150	220	220	220
Grants & Subscriptions	0	1,330	1,330	1,330
Miscellaneous Expenses	4,049	14,810	14,810	7,340
<b>Third Party Payments:</b>				
Contract Services	11,564	13,500	13,500	9,840
Private Contractors	20	240	240	240
Consultancy & Agency Fees	0	740	740	740
<b>Recharges:</b>				
Support Services	107,346	144,480	144,480	102,040
<b>Capital Charges:</b>				
	210,014	177,160	177,160	177,160
<b>Total Expenditure</b>	<b>696,470</b>	<b>879,830</b>	<b>833,380</b>	<b>771,340</b>
<b>Income:</b>				
Fees & Charges	(1,349)	(5,880)	(5,880)	(5,880)
Other Grants & Contributions	(23,979)	0	(15,850)	0
<b>Total Income</b>	<b>(25,328)</b>	<b>(5,880)</b>	<b>(21,730)</b>	<b>(5,880)</b>
<b>Net Cost of Service</b>	<b>671,142</b>	<b>873,950</b>	<b>811,650</b>	<b>765,460</b>

**Service Details:**

**Direct Employee costs** - The three Play Centres at St Nicholas, Bandle Hill and Pin Green, provide play opportunities, free to children in the borough at the point of delivery. These are direct, accessible services and support children with social, physical and learning impairments. Each play centre has a special theme focus. Play Centres work in partnership with young and adult volunteers, Play Associations children's centres and other partners. School based play sessions are delivered in lunchtimes. The 2022/23 budget includes a £75,000 Making Your Money Count saving which reconfigures part of the Play Service, subject to consultation and is estimated to result in 2 redundancies (thus may change subject to consultation).

**Community Transport**
**CM510**
**Service Description:**

A council decision has been taken as part of setting a balanced budget for 21/22 to cease delivery of the community transport service from 1 April 2021

03	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Direct Employee Expenses	61,898	3,930	8,560	0
Indirect Employee Expenses	493	460	24,970	0
<b>Transport Related:</b>				
Fleet Vehicle Recharges	7,809	0	0	0
Hire Of Vehicles	0	0	0	0
Travelling Expenses	3,420	4,380	4,380	0
<b>Supplies &amp; Services:</b>				
Equipment, Tools & Materials	450	0	0	0
Clothing, Uniforms & Laundry	0	0	0	0
Printing, Stationery & General	0	0	0	0
Communications & Computing	1,997	790	790	0
Expenses & Allowances	18	0	0	0
General Expenses	1,097	2,120	2,120	0
<b>Third Party Payments:</b>				
Private Contractors	40	0	0	0
<b>Recharges:</b>				
Support Services	36,298	20,650	20,650	0
<b>Capital Charges:</b>	9,823	9,820	9,820	0
<b>Total Expenditure</b>	<b>123,343</b>	<b>42,150</b>	<b>71,290</b>	<b>0</b>
<b>Income:</b>				
Fees & Charges	0	0	0	0
<b>Total Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Net Cost of Service</b>	<b>123,343</b>	<b>42,150</b>	<b>71,290</b>	<b>0</b>

**Service Details:** No income was collected in 2020/21 due to restrictions on the service as a result of the pandemic

**Sports & Recreational Facilities**
**CA110**
**Service Description:**

This cost centre contains expenditure and income relating to the management and operation of Council owned leisure facilities including Fairland's Valley Sailing Centre, Stevenage Arts & Leisure Centre, and Stevenage Swimming Centre.

<b>04</b>	<b>Actual 2020/21 £</b>	<b>Original Budget 2021/22 £</b>	<b>Working Budget 2021/22 £</b>	<b>Original Budget 2022/23 £</b>
<b>Expenditure</b>				
<b>Premises Related:</b>				
Repairs & Maintenance Of Buildings	1,144	0	0	0
Premises Insurance	29,431	29,580	29,580	33,730
<b>Supplies &amp; Services:</b>				
Equipment, Tools & Materials	0	10,000	0	0
Printing, Stationery & General	3,827	3,670	3,670	3,180
Communications & Computing	344	1,170	1,170	1,640
Miscellaneous Expenses	0	20,000	(152,380)	(50,330)
<b>Third Party Payments:</b>				
Contract Services	694,154	558,800	670,680	666,350
Consultancy & Agency fees	9,538	0	0	0
<b>Recharges:</b>				
Support Services	78,299	76,630	76,630	89,960
<b>Capital Charges:</b>				
	(478,810)	389,450	389,450	389,450
<b>Total Expenditure</b>	<b>337,927</b>	<b>1,089,300</b>	<b>1,018,800</b>	<b>1,133,980</b>
<b>Income:</b>				
Fees & Charges	(4,980)	0	0	0
<b>Net Cost of Service</b>	<b>332,947</b>	<b>1,089,300</b>	<b>1,018,800</b>	<b>1,133,980</b>

**Service Details:**

**Third Party Payments** - Includes the contractual relationship the Council has with Stevenage Leisure Limited for the management of four sites.

**Capital Charges** - Relates to the depreciation cost of non-current (fixed) assets used in this service.

Sports Development

Sports Development; Active Sport;  
Increasing Participation

CD470; CD500

**Service Description:**

Working within the schools and community and to liaise with external bodies to maximise leisure provision and increase community participation in sport and physical activity across the various partners.

05	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Direct Employee Expenses	72,440	78,090	81,770	83,090
Indirect Employee Expenses	157	370	370	380
<b>Transport Related:</b>				
Travelling Expenses	103	2,410	2,410	2,410
<b>Supplies &amp; Services:</b>				
Equipment, Tools & Materials	2,044	1,860	1,860	1,860
Printing, Stationery & General	0	0	0	0
Communications & Computing	714	60	60	60
Grants & Subscriptions	5,000	5,500	5,500	5,500
Expenses & Allowances	7	0	0	0
Miscellaneous Expenses	172,290	18,230	26,230	18,270
<b>Third Party Payments:</b>				
Private Contractors	20	0	0	0
Consultancy & Agency Fees	0	0	0	0
<b>Recharges:</b>				
Support Services	31,954	37,280	37,280	39,590
<b>Total Expenditure</b>	<b>284,728</b>	<b>143,800</b>	<b>155,480</b>	<b>151,160</b>
<b>Income:</b>				
Other Grants & Contributions	(182,855)	(9,000)	(20,680)	(9,000)
Fees & Charges	0	(2,540)	(2,540)	(2,540)
<b>Total Income</b>	<b>(182,855)</b>	<b>(11,540)</b>	<b>(23,220)</b>	<b>(11,540)</b>
<b>Net Cost of Service</b>	<b>101,873</b>	<b>132,260</b>	<b>132,260</b>	<b>139,620</b>

**Service Details:**

**Supplies and Services** - expenditure in relation to increasing participation in sport funded by grant income.

**Leisure Promotions**
**CD110; CD111; CD112; CD114; CD115; CD117; CD118; CD120**
**Service Description:**

Facilitates delivery of leisure provision within the town and promotion of sporting events within Stevenage. Also support of major events (Fireworks/ Stevenage Day) and liaison with management of key cultural facilities. Costs of the communities and neighbourhoods management team are also shown here.

<b>06</b>	<b>Actual 2020/21 £</b>	<b>Original Budget 2021/22 £</b>	<b>Working Budget 2021/22 £</b>	<b>Original Budget 2022/23 £</b>
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Direct Employee Expenses	338,588	354,870	354,870	371,520
Indirect Employee Expenses	824	1,250	1,250	1,270
<b>Premises Related:</b>				
Repairs & Maintenance Of Buildings	4,519	4,400	4,400	5,840
Energy Costs	2,366	6,200	6,200	8,530
Rents, Rates & Water Services	4,299	4,450	4,450	4,450
<b>Transport Related:</b>				
Travelling Expenses	3,540	4,630	4,630	4,630
<b>Supplies &amp; Services:</b>				
Equipment, Tools & Materials	1,153	0	0	0
Printing, Stationery & General	311	40	40	40
Communications & Computing	1,574	1,590	1,590	1,590
Expenses & Allowances	0	0	0	0
Grants & Subscriptions	2,802	8,170	8,170	8,170
Miscellaneous Expenses	40,996	35,890	61,840	31,760
<b>Third Party Payments:</b>				
Private Contractors	55	5,500	5,500	5,500
<b>Recharges:</b>				
Support Services	171,843	232,720	312,720	244,010
<b>Capital Charges:</b>				
	(97,686)	5,170	5,170	5,170
<b>Total Expenditure</b>	<b>475,184</b>	<b>664,880</b>	<b>770,830</b>	<b>692,480</b>
<b>Income:</b>				
Other Grants & Contributions	(4,461)	(1,230)	(1,230)	(1,230)
Fees & Charges	120	(750)	(750)	(750)
Recharge Income	(529,068)	(605,920)	(605,920)	(619,660)
<b>Total Income</b>	<b>(533,409)</b>	<b>(607,900)</b>	<b>(607,900)</b>	<b>(621,640)</b>
<b>Net Cost of Service</b>	<b>(58,226)</b>	<b>56,980</b>	<b>162,930</b>	<b>70,840</b>

**Service Details:**

**Golf Course**

**CG310**

**Service Description:**

Stevenage Golf Centre and Clubhouse is managed on behalf of Stevenage Borough Council by Stevenage Leisure Limited and provides an 18 hole golf course, 9 hole pitch and putt together with a 24 hour floodlit driving range. The clubhouse is also available for hire for weddings, parties and conferences.

07	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Premises Related:</b>				
Premises Insurance	1,488	1,500	1,500	1,710
<b>Supplies &amp; Services:</b>				
Equipment, Tools & Materials	0	9,500	0	0
<b>Third Party Payments:</b>				
Contract Services	173,422	173,220	173,220	177,550
<b>Recharges:</b>				
Support Services	4,554	5,420	5,420	5,470
<b>Capital Charges:</b>	71,191	36,390	36,390	36,390
<b>Total Expenditure</b>	<b>250,655</b>	<b>226,030</b>	<b>216,530</b>	<b>221,120</b>
<b>Net Cost of Service</b>	<b>250,655</b>	<b>226,030</b>	<b>216,530</b>	<b>221,120</b>

**Service Details:**

**Expenditure:** Contract Services reflects payments made to Stevenage Leisure Limited for the management of the facility.

**Community Services General**
**Community Development; Services & Strategy; Equality; Youth  
Café; Neighbourhood Working; Summer Fest;  
Hyde Community Resource**
**CM110; CM111; CM112; CM113; CM116; CM140; CM150; CM155; CM300; CM330; CQ110**
**Service Description:**

Service includes delivery of the Council's equality programme; a summer programme of activities for young people (11 to 19); support of the Local Strategic Partnership and the Council's neighbourhood working FTFC key priority

08	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Direct Employee Expenses	387,354	444,120	444,120	466,910
Indirect Employee Expenses	6,277	8,500	8,500	8,530
<b>Premises Related:</b>				
Energy Costs	224	710	710	770
Rents, Rates & Water Services	44	750	750	750
<b>Transport Related:</b>				
Travelling Expenses	11,421	6,870	6,870	6,870
<b>Supplies &amp; Services:</b>				
Equipment, Tools & Materials	20,647	18,000	18,000	0
Clothing, Uniforms & Laundry	249	0	0	0
Printing, Stationery & General	7,669	7,470	7,470	6,490
Communications & Computing	5,473	3,270	3,270	4,040
Expenses & Allowances	1	0	0	0
Grants & Subscriptions	0	260	260	260
Miscellaneous Expenses	21,116	25,440	35,440	25,620
<b>Third Party Payments:</b>				
Contract Services	0	0	0	0
Private Contractors	0	0	0	0
<b>Recharges:</b>				
Support Services	279,585	319,630	319,630	339,110
<b>Capital Charges:</b>	2,822	2,820	2,820	2,820
<b>Total Expenditure</b>	<b>742,883</b>	<b>837,840</b>	<b>847,840</b>	<b>862,170</b>
<b>Income:</b>				
Other Grants & Contributions	(27,055)	(3,000)	(3,000)	(3,000)
Fees & Charges	(6,661)	(4,000)	(4,000)	(4,000)
Recharge Income	(120,938)	(148,310)	(148,310)	(163,760)
<b>Total Income</b>	<b>(154,653)</b>	<b>(155,310)</b>	<b>(155,310)</b>	<b>(170,760)</b>
<b>Net Cost of Service</b>	<b>588,230</b>	<b>682,530</b>	<b>692,530</b>	<b>691,410</b>

**Service Details:**
**Direct Employee Expenses** - Twelve FTE's staff in total, including Neighbourhood Wardens. Projects include producing a community strategy for Stevenage.

Community Associations

Community Buildings; Furniture Scheme; Community Trust Partners; Community Trust; Youth Council; Voluntary Sector Training Grants; Youth Scheme

CN001 - CN017; CN019; CN021; CN130; CN150; CN160; CN180; CN200; CN220; ED150

Service Description:

Service includes covering costs of landscaping and groundwork around the Council's community buildings.

09	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Premises Related:</b>				
Repairs & Maintenance Of Buildings	57,851	72,380	72,380	46,400
Premises Insurance	11,002	11,270	11,270	12,700
<b>Supplies &amp; Services:</b>				
Grants & Subscriptions	5,711	5,500	5,500	5,500
<b>Recharges:</b>				
Support Services	21,810	0	0	40,670
<b>Capital Charges:</b>	(3,060,081)	59,950	59,950	59,950
<b>Total Expenditure</b>	<b>(2,963,708)</b>	<b>149,100</b>	<b>149,100</b>	<b>165,220</b>
<b>Net Cost of Service</b>	<b>(2,963,708)</b>	<b>149,100</b>	<b>149,100</b>	<b>165,220</b>

Service Details:

**Expenditure: Grants & Subscription:** includes an annual subscription supporting the Stevenage Community Trust and the community sector.



**Community Safety**
**Anti Social Behaviour; Community Safety;  
Criminal image; SBC Joint Action Group;  
Local Strategic Partnership (LSP) Health In-equalities**
**CM002; CM193; CM199; CM205; CM207; CM250; CM260; CM340**
**Service Description:**

Service includes maintenance of CCTV operations; anti-social behaviour (ASB) case management; projects and initiatives in support of community safety objectives.

10	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Direct Employee Expenses	445,383	336,600	577,590	382,170
Indirect Employee Expenses	671	750	750	4,750
<b>Premises Related:</b>				
Rents, Rates & Water Services	189,874	190	170,190	190
<b>Transport Related:</b>				
Travelling Expenses	6,540	6,980	6,980	6,980
<b>Supplies &amp; Services:</b>				
Equipment, Tools & Materials	90,278	27,300	77,300	27,300
Printing, Stationery & General	7,588	7,360	7,360	6,380
Communications & Computing	15,693	5,210	5,210	5,170
Miscellaneous Expenses	1,371	2,510	2,510	4,770
<b>Third Party Payments:</b>				
Other Local Authorities	95,060	0	0	0
Private Contractors	758	0	0	0
<b>Recharges:</b>				
Support Services	157,436	154,410	154,410	217,670
<b>Total Expenditure</b>	<b>1,010,651</b>	<b>541,310</b>	<b>1,002,300</b>	<b>655,380</b>
<b>Income:</b>				
Other Contributions & Donations	(186,953)	0	(348,700)	0
Fees & Charges	(252,629)	(1,000)	(113,290)	(1,000)
Recharge Income	(201,588)	(218,120)	(218,120)	(196,500)
<b>Total Income</b>	<b>(641,171)</b>	<b>(219,120)</b>	<b>(680,110)</b>	<b>(197,500)</b>
<b>Net Cost of Service</b>	<b>369,481</b>	<b>322,190</b>	<b>322,190</b>	<b>457,880</b>

**Service Details:**

**Expenditure** - includes the production of the Community Safety Plan and a provision of mobile CCTV cameras across the town. There is a contribution to the case management of anti-social behaviour. As part of the council's need to deliver financial savings, contributions towards PCSO's ceased as of 1st April 2021. **Other Contributions & Donations** - includes contributions to SADA and the No More Project as the SADA team provide services to other Hertfordshire Councils.

**Museums**
**General; Exhibitions; Collections; Education; Shops; Millennium Gallery; Culture & Regeneration**
**CD710; CD731; CD732; CD751 CD752; CD771 - CD774; CD791 - CD795 ; CD810; CD830**
**Service Description:**

Stevenage Museum holds in trust the heritage of the town for the inspiration, learning and enjoyment of all; safeguarding, developing and making its collection accessible for the whole community. To do this the Museum provides permanent displays about the history of Stevenage and a lively temporary exhibition and events programme for people of all ages.

11	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Direct Employee Expenses	164,990	155,890	155,450	162,180
Indirect Employee Expenses	1,438	1,130	1,130	2,270
<b>Premises Related:</b>				
Repairs & Maintenance Of Buildings	10,422	8,920	8,920	12,430
Energy Costs	6,578	8,050	8,050	11,970
Rents, Rates & Water Services	41,634	41,630	41,630	41,640
Fixtures & Fittings	1,545	1,520	1,520	1,530
Cleaning & Domestic Supplies	19	70	70	70
Premises Insurance	1,519	150	150	170
<b>Transport Related:</b>				
Fleet Vehicle Recharges	2,070	5,890	5,890	6,100
Hire of Vehicles	0	0	0	0
Travelling Expenses	5,207	6,450	6,450	6,450
<b>Supplies &amp; Services:</b>				
Equipment, Tools & Materials	32,351	14,250	14,250	14,250
Catering	83	380	380	380
Clothing, Uniforms & Laundry	0	70	70	70
Printing, Stationery & General	2,014	4,920	4,920	4,690
Communications & Computing	3,337	4,790	4,790	5,980
Grants & Subscriptions	1,125	920	920	920
Miscellaneous Expenses	2,261	1,270	1,270	3,950
<b>Third Party Payments:</b>				
Contract Services	1,641	2,270	2,270	2,290
Private Contractors	1,055	1,600	1,600	1,600
Consultancy & Agency Fees	2,510	1,500	1,500	1,500
<b>Recharges:</b>				
Support Services	48,169	31,620	31,620	78,600
<b>Capital Charges:</b>	3,536	3,330	3,330	3,330
<b>Total Expenditure</b>	<b>333,504</b>	<b>296,620</b>	<b>296,180</b>	<b>362,370</b>
<b>Income:</b>				
Other Grants & Contributions	(19,186)	(1,110)	(1,110)	(1,110)
Fees & Charges	(813)	(5,570)	(5,570)	(5,570)
Recharge Income	0	0	0	0
<b>Total Income</b>	<b>(19,998)</b>	<b>(6,680)</b>	<b>(6,680)</b>	<b>(6,680)</b>
<b>Net Cost of Service</b>	<b>313,506</b>	<b>289,940</b>	<b>289,500</b>	<b>355,690</b>

**Service Details:**

Pre COVID, the total number of visits in person was 17,751 of which 1,209 were school children in groups both at the museum and in school.

Community Funding

Community Associations; Community Development;  
Grants General; Leisure;  
Subscriptions; Town Twinning

CK110; CK130; CK150; CK170; CK190; CK210

**Service Description:**

Service comprises a programme of community funding to voluntary and community organisations through the Stevenage Partnership and a service level agreement for the provision of debt and income maximisation advice.

12	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Premises Related:</b>				
Repairs & Maintenance Of Buildings	41,136	30,320	30,320	37,000
Rents, Rates & Water Services	0	0	0	0
<b>Supplies &amp; Services:</b>				
Grants & Subscriptions	150,000	140,830	140,830	140,830
<b>Recharges:</b>				
Support Services	185,081	126,120	126,120	151,790
<b>Total Expenditure</b>	<b>376,217</b>	<b>297,270</b>	<b>297,270</b>	<b>329,620</b>
<b>Net Cost of Service</b>	<b>376,217</b>	<b>297,270</b>	<b>297,270</b>	<b>329,620</b>

**Service Details:**

**Expenditure: Premises Related** - is the cost of rent free accommodation given to voluntary bodies. **Grants & Subscriptions** - funding given to the Citizens Advice.

## Housing Services

	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Summary of Expenditure</b>				
20 Homelessness	1,012,755	1,086,760	1,268,750	932,730
21 Housing Advice	231,514	231,780	247,240	231,540
22 Registered Provider grants	1,275,161	0	0	0
23 Wholly Owned Company	0	15,000	90,000	15,000
24 Private Houses Rent Allowance	494,115	378,920	341,720	386,970
25 Rent Rebates Administration	(472,960)	396,590	431,910	399,980
26 Environmental Health - Health and Safety and Food Safety	561,358	549,090	549,170	575,640
<b>Total Cost of Portfolio</b>	<b>3,101,942</b>	<b>2,658,140</b>	<b>2,928,790</b>	<b>2,541,860</b>

**Homelessness**
**GG110-GG112; GG130 - GG139; GV110**
**Service Description:**

The aim of this service is to reduce homelessness across Stevenage and provide support to vulnerable people.

01	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Direct Employee Expenses	776,427	333,060	333,060	363,420
Indirect Employee Expenses	5,340	1,340	1,770	1,510
<b>Premises Related:</b>				
Rents, Rates & Water Services	20,017	910	8,340	910
Premises Insurance	788	790	790	910
<b>Transport Related:</b>				
Travelling Expenses	11,023	7,880	7,990	7,880
<b>Supplies &amp; Services:</b>				
Equipment, Tools & Materials	460	0	0	0
Printing, Stationery & General	0	0	0	0
Communications & Computing	3,522	440	510	970
Grants & Subscriptions	102,177	78,250	155,010	78,250
Miscellaneous Expenses	1,036,515	787,000	884,190	594,340
Contributions to Provisions	63,190	10,000	10,000	10,000
<b>Third Party Payments:</b>				
Contract Services	788	0	0	0
Other Local Authorities	12,809	0	0	0
Private Contractors	44,013	0	0	0
<b>Recharges:</b>				
Support Services	393,678	420,220	420,220	431,490
<b>Capital Charges:</b>				
	4,386	14,390	14,390	14,390
<b>Total Expenditure</b>	<b>2,475,134</b>	<b>1,654,280</b>	<b>1,836,270</b>	<b>1,504,070</b>
<b>Income:</b>				
Appropriations	0	0	0	0
Government Grants	(1,047,682)	(507,530)	(507,530)	(507,530)
Customer & Client Receipts	(368,438)	(10,170)	(10,170)	(10,170)
Recharge Income	(46,260)	(49,820)	(49,820)	(53,640)
<b>Total Income</b>	<b>(1,462,380)</b>	<b>(567,520)</b>	<b>(567,520)</b>	<b>(571,340)</b>
<b>Net Cost of Service</b>	<b>1,012,755</b>	<b>1,086,760</b>	<b>1,268,750</b>	<b>932,730</b>

**Service Details:**

Reducing the use of temporary accommodation. Provision of private sector tenancy deposits and rent guarantees.

**Direct Employee Expenses** - a restructure of General Fund Housing Teams has increased the Homelessness team from 3.0 FTE's to 7.19 FTE's.

**Misc. Expenses** - includes the cost of fixed terms staff and expenses relating to the grant funding. **Grants & Subscriptions** - Includes Homeless and Rough Sleepers Grants to source alternative types of accommodation to fluctuating numbers of homeless individuals and families.

**Recharge Income** - Reflects the element relating to housing advice provided by the homelessness team and recharged to the Housing Revenue Account and Strategic Housing advice service.

**Housing Advice**
**GE110**
**Service Description:**

Provision of housing advice and mediation services.

<b>02</b>	<b>Actual 2020/21 £</b>	<b>Original Budget 2021/22 £</b>	<b>Working Budget 2021/22 £</b>	<b>Original Budget 2022/23 £</b>
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Direct Employee Expenses	157,219	143,900	151,940	156,910
Indirect Employee Expenses	272	560	560	560
<b>Transport Related:</b>				
Travelling Expenses	4,869	4,620	4,700	4,620
<b>Supplies &amp; Services:</b>				
Equipment, Tools & Materials	0	0	0	0
Printing, Stationery & General	0	750	670	750
Communications & Computing	1,541	1,060	1,060	1,060
Grants & Subscriptions	8,400	9,000	9,000	9,000
Miscellaneous Expenses	10,118	11,010	11,010	11,070
<b>Third Party Payments:</b>				
Private Contractors	40	0	0	0
<b>Recharges:</b>				
Support Services	98,685	111,020	111,020	105,450
<b>Total Expenditure</b>	<b>281,144</b>	<b>281,920</b>	<b>289,960</b>	<b>289,420</b>
<b>Income:</b>				
Fees & Charges	0	(7,420)	0	0
Recharge Income	(49,630)	(42,720)	(42,720)	(57,880)
<b>Total Income</b>	<b>(49,630)</b>	<b>(50,140)</b>	<b>(42,720)</b>	<b>(57,880)</b>
<b>Net Cost of Service</b>	<b>231,514</b>	<b>231,780</b>	<b>247,240</b>	<b>231,540</b>

**Service Details:**

**Direct Employee Expenses** - 3 FTE's. Effective signposting and referral to appropriate support and advice agencies. Referral to direct access hostels. Assistance in making an application to the housing register. **Recharge Income** - Charge made to the Housing Revenue Account (HRA) to provide support and advice to vulnerable Council tenants.

Grants to Registered Providers from one for one receipts

GL110

**Service Description:**

The Council can use 1.4.1 pooling receipts to give to Registered Providers in exchange for nomination rights on RP homes in Stevenage.

03	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Capital Charges:</b>	1,275,161	0	0	0
<b>Total Expenditure</b>	<b>1,275,161</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Net Cost of Service</b>	<b>1,275,161</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Service Details:**

This is capital expenditure as allowed under statute and has to be written off to revenue and then reversed out in the General Fund. This is used particularly to gain nomination rights and supports the building by Registered Providers of affordable homes in Stevenage. There is no planned use for 2022/23

Wholly Owned Company

GW110

**Service Description:**

The Wholly Owned Housing Company (WOC) was approved by the Executive on 20th January 2021. The Council already provides social and affordable housing through the Housing Revenue Account (HRA) and the WOC will enable the supply of good quality private sector rented accommodation for those who require it.

04	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Supplies &amp; Services:</b>				
Miscellaneous Expenses	0	0	75,000	0
<b>Third Party Payments:</b>				
Consultancy & Agency Fees	0	15,000	15,000	15,000
<b>Total Expenditure</b>	<b>0</b>	<b>15,000</b>	<b>90,000</b>	<b>15,000</b>
<b>Net Cost of Service</b>	<b>0</b>	<b>15,000</b>	<b>90,000</b>	<b>15,000</b>

**Service Details:**

£75K has been set aside for set up costs in year 1, the £15K relates to an agreed level of finance support from the SBC Finance Team to the WOC



**Private Houses Rent Allowance**
**GD110**
**Service Description:**

Rent allowances are means tested benefits, which help tenants pay their rent when in privately rented accommodation.

05	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Transfer Payments:</b>				
Rent Allowances	10,136,228	10,143,150	10,094,020	10,143,150
<b>Recharges:</b>				
Support Services	191,088	437,150	437,150	440,960
<b>Total Expenditure</b>	<b>10,327,315</b>	<b>10,580,300</b>	<b>10,531,170</b>	<b>10,584,110</b>
<b>Income:</b>				
Government Grants	(9,555,610)	(9,964,030)	(9,964,030)	(9,959,790)
Customer & Client Receipts	(277,590)	(237,350)	(225,420)	(237,350)
<b>Total Income</b>	<b>(9,833,200)</b>	<b>(10,201,380)</b>	<b>(10,189,450)</b>	<b>(10,197,140)</b>
<b>Net Cost of Service</b>	<b>494,115</b>	<b>378,920</b>	<b>341,720</b>	<b>386,970</b>

**Service Details:**

Payments are made periodically to either the tenant or the landlord by electronic bank transfer (BACS). Approximately 1258 people were receiving rent allowance in March 2021. The Council claims subsidy payments from the Department of Works and Pension (DWP) to fund the cost of benefits granted. **Customer & Client Receipts** - relate to the recovery of overpayments caused by change in circumstances.

**Rent Rebates Administration**
**GC110**
**Service Description:**

Rent rebates are means tested benefits for tenants in Council properties.

06	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Supplies &amp; Services:</b>				
Contributions to Provisions	(222,719)	114,200	114,200	114,200
<b>Transfer Payments:</b>				
Rent Allowances	13,843,018	13,365,900	13,311,890	13,365,900
<b>Recharges:</b>				
Support Services	361,093	614,310	614,310	612,940
<b>Total Expenditure</b>	<b>13,981,392</b>	<b>14,094,410</b>	<b>14,040,400</b>	<b>14,093,040</b>
<b>Income:</b>				
Government Grants	(14,138,498)	(13,328,490)	(13,328,490)	(13,323,730)
Customer & Client Receipts	(315,854)	(369,330)	(280,000)	(369,330)
<b>Total Income</b>	<b>(14,454,352)</b>	<b>(13,697,820)</b>	<b>(13,608,490)</b>	<b>(13,693,060)</b>
<b>Net Cost of Service</b>	<b>(472,960)</b>	<b>396,590</b>	<b>431,910</b>	<b>399,980</b>

**Service Details:**

As at March 2021, there were on average 2,827 people receiving help with their Council rent compared to 3,127 at March 2020, a decrease of 300. The rebate is credited directly to the tenant's rent account and not paid to the tenant. **Government Grants** - Included within Government Grants is the Administration Grant element, which pays for the administration of housing benefits. The other element of grant relates to the Council's is reimbursement for expenditure paid out in benefits from the Department of Works and Pension (DWP). **Customer & Client Receipts** - relate to the recovery of overpayments.

**Environmental Health**

**Food Safety; Food Hygiene Rating System; Health & Safety;  
Misc. Health Services**

**ES570; ES580; ES650; ES670; ES690**

**Service Description:**

This Service deals with food safety and health & safety enforcement in businesses in Stevenage. It also covers housing standards and public health in the private sector.

<b>07</b>	<b>Actual 2020/21 £</b>	<b>Original Budget 2021/22 £</b>	<b>Working Budget 2021/22 £</b>	<b>Original Budget 2022/23 £</b>
<b>Expenditure</b>				
<b>Supplies &amp; Services:</b>				
Equipment, Tools & Materials	13,972	7,160	8,470	7,160
Clothing, Uniforms & Laundry	75	420	420	420
Miscellaneous Expenses	4,989	330	330	330
<b>Third Party Payments:</b>				
Consultancy & Agency Fees	103	4,280	3,050	4,280
<b>Recharges:</b>				
Support Services	576,249	570,680	570,680	598,090
<b>Total Expenditure</b>	<b>595,388</b>	<b>582,870</b>	<b>582,950</b>	<b>610,280</b>
<b>Income:</b>				
Fees & Charges	(32,848)	(33,780)	(33,780)	(34,640)
Other Grants & Contributions	(1,182)	0	0	0
<b>Total Income</b>	<b>(34,030)</b>	<b>(33,780)</b>	<b>(33,780)</b>	<b>(34,640)</b>
<b>Net Cost of Service</b>	<b>561,358</b>	<b>549,090</b>	<b>549,170</b>	<b>575,640</b>

**Service Details:**

Responsible for enforcing food safety law in over 650 businesses in the town through a combination of inspection and education. Also responsible for enforcing health and safety legislation for approximately 1,000 commercial premises. Enforce legislation relating to housing standards and public health. Staffing and overhead costs are shown within the Environment Portfolio and recharged to Environmental Health (Support Services).

	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Summary of Expenditure</b>				
28 Abandoned Vehicles	3,441	9,180	9,180	10,480
29 Allotments	(179,632)	46,770	37,840	4,010
30 Cemeteries	180,023	188,060	210,257	272,480
31 Parks, Playing Fields & Open Spaces	984,726	2,589,990	2,494,047	2,556,540
32 Drainage	12,644	15,030	18,310	7,940
33 Environmental Maintenance	1,675,224	2,070,750	2,063,141	1,860,080
34 Local Highway Services	283,965	308,130	315,330	467,740
35 Christmas Illuminations	30,470	31,080	34,670	29,760
36 Recycled Waste	1,068,851	924,870	616,890	784,400
37 Refuse Services	1,422,963	1,228,320	1,351,790	1,247,920
38 Animal Control & Environmental Health Management	181,739	216,300	212,630	222,730
39 Green Travel Plan	8,810	15,140	39,970	15,670
40 Parking Facilities - Off Street	1,256,816	(2,362,080)	(875,540)	(2,470,290)
41 On Street Parking Enforcement	316,113	(105,390)	36,170	(145,570)
43 CCTV	240,927	237,440	237,440	227,080
44 Planning Policy	979,082	1,070,110	1,124,640	1,139,250
45 Town Centre Management	94,874	67,650	78,310	77,450
46 Regeneration	1,049,959	1,365,720	1,172,870	1,308,280
47 Development Control	(92,044)	(31,420)	(15,140)	(15,180)
48 Building Control	28,673	38,480	38,480	38,480
49 Engineers	(316)	(2,390)	6,545	940
50 Property & Design	0	2,960	2,960	1,330
51 Environmental Health	(306)	(580)	16,730	1,730
52 DSO Admin & Management	0	(9,800)	101,130	87,280
<b>Total Cost of Portfolio</b>	<b>9,547,003</b>	<b>7,914,320</b>	<b>9,328,650</b>	<b>7,730,530</b>

**Abandoned Vehicles**
**EP110**
**Service Description:**

The service incurs costs and receives income associated with the removal and disposal of abandoned vehicles.

01	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Transport Related:</b>				
Fleet Vehicle Recharges	2,342	7,580	7,580	9,480
<b>Third Party Payments:</b>				
Private Contractors	0	2,000	2,000	2,000
<b>Recharges:</b>				
Contract Services Recharge	1,279	600	600	0
Support Services	0	0	0	0
<b>Total Expenditure</b>	<b>3,621</b>	<b>10,180</b>	<b>10,180</b>	<b>11,480</b>
<b>Income:</b>				
Fees & Charges	(180)	(1,000)	(1,000)	(1,000)
<b>Total Income</b>	<b>(180)</b>	<b>(1,000)</b>	<b>(1,000)</b>	<b>(1,000)</b>
<b>Net Cost of Service</b>	<b>3,441</b>	<b>9,180</b>	<b>9,180</b>	<b>10,480</b>

**Service Details:**

Disposal of vehicles is carried out via a County-wide contract as part of the Hertfordshire Waste Partnership. In April 2021 to January 2022 the service removed 5 vehicles.

**Allotments**
**EC270**
**Service Description:**

Expenditure associated with the management and maintenance of the Council's allotment sites are included within this cost centre along with income from plot rental.

02	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Premises Related:</b>				
Repairs & Maintenance Of Buildings	1,696	1,100	0	1,100
Grounds Maintenance	506	1,980	1,880	1,980
Rents, Rates & Water Services	8,855	6,060	6,060	6,220
<b>Supplies &amp; Services:</b>				
Printing, Stationery & General	0	0	0	0
Communications & Computing	9	1,000	1,000	1,000
<b>Third Party Payments:</b>				
Contract Services	18,884	34,950	34,950	15,300
Private Contractors	0	3,000	6,080	3,000
<b>Recharges:</b>				
Support Services	525	0	0	470
Contract Services Recharge	29,802	37,340	37,340	36,410
<b>Capital Charges:</b>	(185,759)	5,230	5,230	5,230
<b>Total Expenditure</b>	<b>(125,481)</b>	<b>90,660</b>	<b>92,540</b>	<b>70,710</b>
<b>Income:</b>				
Rental Income	(54,151)	(43,890)	(54,700)	(66,700)
<b>Total Income</b>	<b>(54,151)</b>	<b>(43,890)</b>	<b>(54,700)</b>	<b>(66,700)</b>
<b>Net Cost of Service</b>	<b>(179,632)</b>	<b>46,770</b>	<b>37,840</b>	<b>4,010</b>

**Service Details:**

There are 16 allotment sites throughout Stevenage, providing over 900 plots, of various sizes, for residents of Stevenage to rent. In 2022 the annual cost of an allotment is £0.77p per square meter. A small plot (62.5 m2) costs £48.13 while the largest plots (250 m2) costs £192.50. For a majority of plot holders in Stevenage the charge equates to less than £1.85 per week. At February 2022 there are over 600 people are on the waiting list. The Capital Charges relate to notional revaluation gains in 2020/21 - this charge gets reversed below the line.

**Cemeteries**
**Almonds Lane Cemetery; Weston Road Cemetery**
**EC300; EC310**
**Service Description:**

This service is associated with the management and maintenance of the Council's two cemeteries (Almond Lane and Weston Road), including record keeping, funeral attendance and burials.

03	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Direct Employee Expenses	97,054	113,890	96,587	127,180
Indirect Employee Expenses	3,366	750	750	750
<b>Premises Related:</b>				
Apportionment Of Operational Buildings	6,576	6,890	6,890	9,080
Repairs & Maintenance Of Buildings	49,094	29,620	70,120	27,500
Energy Costs	5,585	5,360	5,360	7,340
Rents, Rates & Water Services	7,968	8,310	8,310	8,320
Fixtures & Fittings	821	1,270	1,270	1,270
Premises Insurance	251	250	250	280
<b>Transport Related:</b>				
Fleet Vehicle Recharges	30,081	29,320	28,320	34,350
<b>Supplies &amp; Services:</b>				
Equipment, Tools & Materials	8,213	9,420	9,420	9,420
Clothing, Uniforms & Laundry	0	1,130	1,130	1,130
Communications & Computing	1,259	1,370	1,370	1,840
Grants & Subscriptions	455	460	460	460
Miscellaneous Expenses	0	420	420	1,750
<b>Third Party Payments:</b>				
Contract Services	19,692	46,230	46,230	130,630
Private Contractors	0	260	260	260
<b>Recharges:</b>				
Support Services	27,388	30,820	30,820	40,540
Environmental Services	0	0	0	0
Contract Services Recharge	96,130	101,850	101,850	81,430
<b>Capital Charges:</b>	19,179	18,950	18,950	18,950
<b>Total Expenditure</b>	<b>373,113</b>	<b>406,570</b>	<b>428,767</b>	<b>502,480</b>
<b>Income:</b>				
Customer & Client Receipts	(193,090)	(218,510)	(218,510)	(230,000)
<b>Total Income</b>	<b>(193,090)</b>	<b>(218,510)</b>	<b>(218,510)</b>	<b>(230,000)</b>
<b>Net Cost of Service</b>	<b>180,023</b>	<b>188,060</b>	<b>210,257</b>	<b>272,480</b>

**Service Details:**

**Contract Services** - These costs included grounds maintenance, provided by the Council's own Street Scene maintenance service. The SDS operational teams have undergone a restructure which is set to be implemented in April 2022. The restructure has resulted in a change in staff costs which are now being charged directly to each of the operational service areas. The revised cost base has been reviewed and charges across the Council are based on man hours spent providing services in each area. **Recharges** - the basis of allocating these costs has been reviewed, updated and reflected in the 2021/22 Original Budget.

**Parks, Playing Fields & Open Spaces**
**Pavilions; Parks & Open Spaces; Verge & Landscape Maintenance; Play Spaces; Woodlands**
**EC001 - EC010 ; EC110; EC130; EC150; EC170; EC190; EC230; EC250**
**Service Description:**

Management and maintenance of the Council's green landscape areas, play areas, woodlands, roadside verges, street trees, parks, sports pitches, hedges, shrub beds, floral displays and pavilions are covered by these codes. Highway verges, shrubs, hedges and trees are maintained on behalf of Hertfordshire County Council (HCC).

04	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Direct Employee Expenses	1,299,105	1,517,200	1,315,687	1,404,830
Indirect Employee Expenses	4,129	23,620	23,620	27,980
<b>Premises Related:</b>				
Apportionment Of Operational Buildings	85,668	90,560	90,560	104,380
Repairs & Maintenance Of Buildings	114,211	119,090	128,190	111,520
Grounds Maintenance	0	0	0	0
Energy Costs	41,355	48,290	48,290	67,630
Rents, Rates & Water Services	27,937	16,500	176,500	49,930
Premises Insurance	8,408	8,440	8,440	9,680
<b>Transport Related:</b>				
Fleet Vehicle Recharges	442,962	527,700	548,840	603,220
Hire of Vehicles	0	4,000	0	4,000
<b>Supplies &amp; Services:</b>				
Equipment, Tools & Materials	100,079	139,400	140,900	120,400
Clothing, Uniforms & Laundry	5,631	14,700	12,200	14,700
Printing, Stationery & General	4,008	3,890	3,890	3,370
Communications & Computing	3,065	2,120	2,120	2,660
Grants & Subscriptions	3,065	3,070	3,570	3,070
Miscellaneous Expenses	44,900	31,960	31,960	47,790
<b>Third Party Payments:</b>				
Contract Services	667,852	690,940	690,940	160,840
Private Contractors	97,291	78,840	104,390	78,840
Consultancy & Agency Fees	0	0	0	0
<b>Recharges:</b>				
Support Services	238,606	204,930	204,930	222,970
Environmental Services	0	0	0	0
Contract Services Recharge	548,768	472,440	472,440	454,090
<b>Capital Charges:</b>	(867,193)	554,580	554,580	554,580
<b>Total Expenditure</b>	<b>2,869,847</b>	<b>4,552,270</b>	<b>4,562,047</b>	<b>4,046,480</b>
<b>Income:</b>				
Other Grants & Contributions	(528,669)	(562,790)	(668,010)	(607,510)
Fees & Charges	(123,378)	(167,980)	(168,480)	(187,830)
Recharge Other	(1,233,074)	(1,231,510)	(1,231,510)	(694,600)
<b>Total Income</b>	<b>(1,885,121)</b>	<b>(1,962,280)</b>	<b>(2,068,000)</b>	<b>(1,489,940)</b>
<b>Net Cost of Service</b>	<b>984,726</b>	<b>2,589,990</b>	<b>2,494,047</b>	<b>2,556,540</b>

**Service Details:**

**Direct Employee Expenses** - These costs have been charged directly to the cost centre since 2020/21. This has replaced the environmental services recharge shown in previous years. Employee costs were reduced by £60k as part of 2021/22 savings by introducing a re-wilding programme, transforming a number of SBC parks into meadow grassland. **Contract Services** - the 2019/20 costs included grounds maintenance, provided by Stevenage Direct Services (SDS). **Miscellaneous Expenses** - There was an in year provision of £52,290 in 2020/21 for tree root insurance costs. This budget was not required in 2021/22. **Grants and contributions income** - This is from Hertfordshire County Council as SBC maintain verges on behalf of the County Council via an agency agreement. Funding also includes income received from commuted sums. **Fleet Vehicle Recharges** - This additional cost is due to the acquisition of six tippers to cover the disposal of yellow huts and an increase in repairs costs to older vehicles in 2020/21 has also been reflected in 2021/22 budgets. **Contract Services** -The SDS operational teams have undergone a restructure which is set to be implemented in April 2022. The restructure has resulted in a change in staff costs which are now being charged directly to each of the operational service areas. The revised cost base has been reviewed and charges across the Council are based on man hours spent providing services in each area.



**Drainage**
**SBC Drainage; Land Drainage**
**ER110; ER130**
**Service Description:**

Maintenance of SBC owned sewers. Works to alleviate flooding caused by surface water and flooding from run-off from SBC land, clearing of SBC drainage ditches and culverts.

<b>05</b>	<b>Actual 2020/21 £</b>	<b>Original Budget 2021/22 £</b>	<b>Working Budget 2021/22 £</b>	<b>Original Budget 2022/23 £</b>
<b>Expenditure</b>				
<b>Third Party Payments:</b>				
Private Contractors	618	1,000	1,000	1,000
<b>Recharges:</b>				
Support Services	8,876	10,870	10,870	3,780
<b>Capital Charges:</b>				
Depreciation	3,150	3,160	6,440	3,160
<b>Total Expenditure</b>	<b>12,644</b>	<b>15,030</b>	<b>18,310</b>	<b>7,940</b>
<b>Net Cost of Service</b>	<b>12,644</b>	<b>15,030</b>	<b>18,310</b>	<b>7,940</b>

**Environmental Maintenance**
**Environmental Maintenance; Town Centre General;  
Neighbourhood Centres; Conveniences**
**ED110; ED120; ED130; ED170**
**Service Description:**

These budgets cover the expenditure and income associated with street sweeping and cleansing, public conveniences and graffiti removal services, including the maintenance of town centre paving, roads, street lighting, pond, signage and street furniture. As well as environmental enforcement and environmental campaigns such as supporting environmental action days and eco-schools, they also include inspection and data capture costs for a number of national indicators.

<b>06</b>	<b>Actual 2020/21 £</b>	<b>Original Budget 2021/22 £</b>	<b>Working Budget 2021/22 £</b>	<b>Original Budget 2022/23 £</b>
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Direct Employee Expenses	785,967	765,140	744,816	757,990
Indirect Employee Expenses	1,647	4,290	4,290	4,360
<b>Premises Related:</b>				
Apportionment Of Operational Buildings	41,668	43,310	43,310	49,920
Repairs & Maintenance Of Buildings	27,408	29,980	29,980	28,700
Energy Costs	11,279	18,610	18,610	25,410
Grounds Maintenance	3,425	4,570	4,570	4,570
Rents, Rates & Water Services	24,845	16,070	16,070	7,780
Premises Insurance	3,858	4,000	4,000	4,460
<b>Transport Related:</b>				
Fleet Vehicle Recharges	84,213	102,920	101,720	104,050
Hire Of Vehicles	398	0	4,000	0
Travelling Expenses	2,560	1,750	1,750	1,750
<b>Supplies &amp; Services:</b>				
Equipment, Tools & Materials	77,063	82,960	82,960	82,960
Clothing, Uniforms & Laundry	523	6,210	3,710	6,210
Printing, Stationery & General	0	0	0	0
Communications & Computing	850	520	520	660
Grants & Subscriptions	35,296	26,170	27,720	26,170
Miscellaneous Expenses	60	2,310	2,460	10,090
<b>Third Party Payments:</b>				
Contract Services	541,863	472,600	472,600	690,610
Private Contractors	83,017	113,040	138,150	113,060
Consultancy & Agency Fees	8,577	14,100	17,200	14,100
<b>Recharges:</b>				
Support Services	186,842	262,960	262,960	277,510
Environmental Services	0	0	0	0
Contract Services Recharge	137,525	81,930	81,930	124,220
<b>Capital Charges:</b>	430,731	437,090	437,090	437,090
<b>Total Expenditure</b>	<b>2,489,613</b>	<b>2,490,530</b>	<b>2,500,416</b>	<b>2,771,670</b>
<b>Income:</b>				
Fees & Charges	(49,273)	(2,350)	(12,220)	(2,830)
Other Grants & Contributions	(91,588)	(16,390)	(24,015)	(16,390)
Recharge Other	(673,528)	(401,040)	(401,040)	(892,370)
<b>Total Income</b>	<b>(814,390)</b>	<b>(419,780)</b>	<b>(437,275)</b>	<b>(911,590)</b>
<b>Net Cost of Service</b>	<b>1,675,224</b>	<b>2,070,750</b>	<b>2,063,141</b>	<b>1,860,080</b>

**Service Details:**

**Direct Employee Expenses** - These costs have been charged directly to the cost centre since 2020/21. This has replaced the environmental services recharge shown in previous years.

**Contract Services** - These costs include grounds maintenance and street cleansing provided by the Council's Stevenage Direct Services (SDS). The SDS operational teams have undergone a restructure which is set to be implemented in April 2022. The restructure has resulted in a change in staff costs which are now being charged directly to each of the operational service areas. The revised cost base has been reviewed and charges across the Council are based on man hours spent providing services in each area. Support Services - the basis of allocating these costs has been reviewed along with a rationalisation of codes, this has been updated and reflected in the 2021/22 Original Budget.

**Local Highway Services**
**Local Highways; Carriage Crossings**
**EB110; EB150**
**Service Description:**

The maintenance of General Fund areas including public highway footpaths not adopted by the Highway Authority and hard standing areas owned by SBC. It also includes maintenance of street furniture on the adopted highway, traffic management for events, maintenance of street lighting owned by SBC and renewal of road markings, Local Community Budget funded works and income from street naming and numbering are accounted for here.

07	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Premises Related:</b>				
Energy Costs	2,605	2,540	2,540	5,090
Grounds Maintenance	6,798	11,000	11,000	11,000
<b>Transport Related:</b>				
Fleet Vehicle Recharges	7,371	20,300	19,100	14,220
<b>Third Party Payments:</b>				
Contract Services	6,852	11,690	11,690	195,950
Private Contractors	161,903	48,500	74,500	48,500
<b>Recharges:</b>				
Support Services	115,406	114,250	114,250	93,580
<b>Capital Charges:</b>				
Depreciation	138,572	110,250	110,250	110,250
<b>Total Expenditure</b>	<b>439,506</b>	<b>318,530</b>	<b>343,330</b>	<b>478,590</b>
<b>Income:</b>				
Other Contributions & Donations	(137,733)	(1,000)	(14,000)	(1,050)
Customer & Client Receipts	(17,808)	(9,400)	(14,000)	(9,800)
<b>Total Income</b>	<b>(155,541)</b>	<b>(10,400)</b>	<b>(28,000)</b>	<b>(10,850)</b>
<b>Net Cost of Service</b>	<b>283,965</b>	<b>308,130</b>	<b>315,330</b>	<b>467,740</b>

**Service Details:**

**Private Contractors** - Maintenance and repair works including street name plates, surfacing, street lighting and traffic management. The c£100k of expenditure budget relating to HCC works as well as income budget of the same value within Other contributions has been removed in 21/22 as there is no guarantee over the level of works undertaken and consequently funded by HCC. **Support Services** - the basis of allocating these costs has been reviewed, updated and reflected in the 2021/22 Original Budget. **Other Contributions & Donations** - Income is received for the street naming and numbering service. **Contract Services** - These costs includes street cleansing which is provided by the Council's own Street Scene maintenance service. The Stevenage Direct Services (SDS) operational teams have undergone a restructure which is set to be implemented in April 2022. The restructure has resulted in a change in staff costs which are now being charged directly to each of the operational service areas. The revised cost base has been reviewed and charges across the Council are based on man hours spent providing services in each area.

**Christmas Illuminations**
**EF110**
**Service Description:**

To erect, maintain, power and take down Christmas lights and decorations in the Town Centre and Old Town High Street.

<b>08</b>	<b>Actual 2020/21 £</b>	<b>Original Budget 2021/22 £</b>	<b>Working Budget 2021/22 £</b>	<b>Original Budget 2022/23 £</b>
<b>Expenditure</b>				
<b>Premises Related:</b>				
Energy Costs	0	600	600	850
<b>Supplies &amp; Services:</b>				
Equipment, Tools & Materials	4,310	6,000	6,590	6,000
<b>Third Party Payments:</b>				
Private Contractors	16,854	16,250	19,250	16,250
<b>Recharges:</b>				
Support Services	5,013	3,940	3,940	2,370
<b>Capital Charges:</b>				
Depreciation	4,293	4,290	4,290	4,290
<b>Total Expenditure</b>	<b>30,470</b>	<b>31,080</b>	<b>34,670</b>	<b>29,760</b>
<b>Net Cost of Service</b>	<b>30,470</b>	<b>31,080</b>	<b>34,670</b>	<b>29,760</b>

Expenditure incurred providing Christmas lighting within Stevenage.

**Recycled Waste**
**EN110**
**Service Description:**

The service is associated with the costs of collecting recyclable materials: glass, cans (aluminium and steel), textiles, mixed plastic, paper and cardboard, and green waste (including food waste). Income is achieved from selling and receiving recycling credits for these materials. Promotion of recycling and developing new streams of recycling.

<b>09</b>	<b>Actual 2020/21 £</b>	<b>Original Budget 2021/22 £</b>	<b>Working Budget 2021/22 £</b>	<b>Original Budget 2022/23 £</b>
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Direct Employee Expenses	722,908	724,450	655,920	739,650
Indirect Employee Expenses	475	3,170	3,270	3,220
<b>Premises Related:</b>				
Apportionment Of Operational Buildings	30,384	33,470	33,470	38,570
<b>Transport Related:</b>				
Fleet Vehicle Recharges	322,909	268,260	268,260	288,390
Hire Of Vehicles	13,468	1,000	19,000	1,000
<b>Supplies &amp; Services:</b>				
Equipment, Tools & Materials	472	2,590	2,590	2,590
Clothing, Uniforms & Laundry	17,197	7,870	7,870	7,870
Printing, Stationery & General	2,202	1,980	1,980	1,720
Communications & Computing	1,278	580	580	580
Grants & Subscriptions	256	880	880	880
Miscellaneous Expenses	34,268	10,000	10,000	17,450
<b>Third Party Payments:</b>				
Contract Services	73,661	33,200	33,200	71,900
Consultancy & Agency Fees	0	0	1,000	0
<b>Recharges:</b>				
Support Services	66,177	48,740	48,740	48,840
Environmental Services	0	0	0	0
Contract Services Recharge	154,090	136,170	136,170	152,970
<b>Capital Charges:</b>				
Depreciation	58,742	48,730	48,730	48,730
<b>Total Expenditure</b>	<b>1,498,486</b>	<b>1,321,090</b>	<b>1,271,660</b>	<b>1,424,360</b>
<b>Income:</b>				
Other Grants & Contributions	0	0	0	0
Fees & Charges	(429,635)	(396,220)	(654,770)	(639,960)
<b>Total Income</b>	<b>(429,635)</b>	<b>(396,220)</b>	<b>(654,770)</b>	<b>(639,960)</b>
<b>Net Cost of Service</b>	<b>1,068,851</b>	<b>924,870</b>	<b>616,890</b>	<b>784,400</b>

**Service Details:**

This cost centre has been reviewed and changes have been made as a result of the rationalisation of codes. This has replaced the environmental services recharge shown in previous years. **Direct Employee Expenses** - These costs have been charged directly to the cost centre since 2020/21. **Miscellaneous Expenses** - The Original Budget 2020/21 includes a budget for the cost of collecting recycled textile material. **Contract Services** - These costs include refuse service costs for kerb-side collection, provided by Stevenage Direct Services (SDS). **Fees and Charges** - Fees and charges were significantly impacted by COVID-19 as recycling prices fell nationally resulting in lower levels of income, however this has increased during 2021/22 and a similar level is anticipated for 2022/23.

**Refuse Services**
**EL110**
**Service Description:**

This cost code includes the income and expenditure associated with the collection of domestic and trade refuse and refuse which is sent from the transfer station operations for disposal via Energy for Waste (75%) or landfill (25%). Stevenage Direct Services is the main service provider and these costs are included under contract services.

<b>10</b>	<b>Actual 2020/21 £</b>	<b>Original Budget 2021/22 £</b>	<b>Working Budget 2021/22 £</b>	<b>Original Budget 2022/23 £</b>
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Direct Employee Expenses	528,149	443,560	573,060	613,410
Indirect Employee Expenses	314	3,560	3,560	3,590
<b>Premises Related:</b>				
Apportionment Of Operational Buildings	21,768	21,660	21,660	24,960
<b>Transport Related:</b>				
Fleet Vehicle Recharges	229,542	205,620	213,680	217,160
<b>Supplies &amp; Services:</b>				
Equipment, Tools & Materials	12,028	1,100	1,100	1,100
Clothing, Uniforms & Laundry	539	0	0	0
Printing, Stationery & General	2,040	1,980	1,980	1,720
Communications & Computing	1,290	390	390	390
Miscellaneous Expenses	0	0	0	4,820
Grants & Subscriptions	206	250	450	250
<b>Third Party Payments:</b>				
Contract Services	267,077	191,790	191,790	51,520
Consultancy & Agency Fees	7,052	4,550	5,330	4,550
<b>Recharges:</b>				
Support Services	129,530	134,910	134,910	131,540
Environmental Services	0	0	0	0
Contract Services Recharge	147,355	132,590	132,590	119,800
<b>Capital Charges:</b>				
Depreciation	121,859	121,860	121,860	121,860
<b>Total Expenditure</b>	<b>1,468,749</b>	<b>1,263,820</b>	<b>1,402,360</b>	<b>1,296,670</b>
<b>Income:</b>				
Other Contributions & Donations	(30,235)	(34,000)	(47,250)	(47,250)
Fees & Charges	(15,551)	(1,500)	(3,320)	(1,500)
<b>Total Income</b>	<b>(45,786)</b>	<b>(35,500)</b>	<b>(50,570)</b>	<b>(48,750)</b>
<b>Net Cost of Service</b>	<b>1,422,963</b>	<b>1,228,320</b>	<b>1,351,790</b>	<b>1,247,920</b>

**Service Details:**

**Direct Employee Expenses** - These costs have been charged directly to the cost centre since 2020/21. **Contract Service** - The service is delivered internally by Stevenage Direct Services (SDS). **Support Services** - the basis of allocating these costs has been reviewed, updated and reflected in the 2021/22 Original Budget. **Other Contributions & Donations** - This relates to income received as part of the Hertfordshire Waste Partnership which rewards authorities for the reduction in residual waste sent to landfill. The impact of COVID-19 on increasing waste and recycling levels resulted in a reduction in the value of income available to the AFM calculation and none has been assumed in the budget.

**Animal Control & Environmental Health Management**
**ES150; ES210**
**Service Description:**

Environmental Management covers local air quality, and animal control covers animal welfare and pest control activities. These areas form part of the service area for Environmental Health (the others being within the Housing portfolio).

11	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Direct Employee Expenses	28,627	0	0	0
<b>Premises Related:</b>				
Apportionment Of Operational Buildings	5,484	5,550	5,550	6,420
<b>Transport Related:</b>				
Travelling Expenses	11	0	0	0
<b>Supplies &amp; Services:</b>				
Equipment, Tools & Materials	(44)	1,240	1,240	1,240
Printing, Stationery & General	0	0	0	0
Communications & Computing	67	0	0	0
<b>Third Party Payments:</b>				
Private Contractors	53,899	60,090	55,950	60,090
Consultancy & Agency Fees	4,898	4,250	4,720	4,250
<b>Recharges:</b>				
Support Services	137,006	164,600	164,600	167,730
<b>Capital Charges:</b>				
	41,184	42,170	42,170	42,170
<b>Total Expenditure</b>	<b>271,132</b>	<b>277,900</b>	<b>274,230</b>	<b>281,900</b>
<b>Income:</b>				
Customer & Client Receipts	(2,748)	(2,950)	(2,950)	(2,950)
Other Grants & Contributions	(30,631)	0	0	0
Recharge Income	(56,013)	(58,650)	(58,650)	(56,220)
<b>Total Income</b>	<b>(89,392)</b>	<b>(61,600)</b>	<b>(61,600)</b>	<b>(59,170)</b>
<b>Net Cost of Service</b>	<b>181,739</b>	<b>216,300</b>	<b>212,630</b>	<b>222,730</b>

**Service Details:**

Maintenance of approximately 30 air quality sites across the town for the monitoring of nitrogen oxides (indicators of traffic pollution). The unit also deals with contaminated land, and other pollution issues to protect the environment and minimise the risk to health. The service carries out pest control treatments delivered by an external contractor, on request at people's homes and council properties. The service is responsible for stray dog control which is also delivered by an external contractor and for all aspects of animal activity licensing. 2020/21 includes expenditure and grant income related to COVID public sector grant.

**Public Transport & Green Travel Plan**
**EK110; EK210**
**Service Description:**

To implement the action plan of the SBC Workplace Travel Plan to encourage sustainable commuting and business travel.

12	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Premises Related:</b>				
Energy Costs	246	1,480	1,480	2,070
<b>Third Party Payments:</b>				
Private Contractors	1,368	2,500	27,330	2,500
<b>Recharges:</b>				
Support Services	4,250	8,210	8,210	8,150
<b>Capital Charges:</b>				
	2,947	2,950	2,950	2,950
<b>Total Expenditure</b>	<b>8,810</b>	<b>15,140</b>	<b>39,970</b>	<b>15,670</b>
<b>Income:</b>				
Other Grants & Contributions	0	0	0	0
Recharge Income	0	0	0	0
<b>Total Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Net Cost of Service</b>	<b>8,810</b>	<b>15,140</b>	<b>39,970</b>	<b>15,670</b>

**Service Details:**
**Private Contractors:** Includes Smart Go Stevenage and Intalink memberships and costs associated with the bicycle pool and promotion.



**Parking Facilities - Off Street**
**Town Centre Car Park;  
Parking Facilities - Old Town; Lorry Parking**
**EH110; EH150; EH170**
**Service Description:**

To provide Off Street parking throughout Stevenage Town Centre (10 car parks with a total of 2,772 controlled car parking spaces) and Stevenage Old Town (4 car parks with a total of 402 controlled car parking spaces). To control their use through utilising automated payment and the barrier system. All car parks are open for 24 hours.

13	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Direct Employee Expenses	238,224	235,540	226,010	228,140
Indirect Employee Expenses	466	1,020	1,020	1,140
<b>Premises Related:</b>				
Repairs & Maintenance Of Buildings	124,307	108,890	112,330	109,200
Energy Costs	81,192	119,270	119,270	118,360
Rents, Rates & Water Services	704,416	805,450	805,450	805,450
Premises Insurance	13,433	13,580	13,580	12,910
<b>Transport Related:</b>				
Hire of Vehicles	2,508	3,360	4,600	3,360
Travelling Expenses	6,916	5,450	5,450	5,450
<b>Supplies &amp; Services:</b>				
Printing, Stationery & General	98	0	0	0
Equipment, Tools & Materials	52,161	54,170	54,170	55,700
Clothing, Uniforms & Laundry	158	1,250	750	1,250
Communications & Computing	30,732	27,170	27,170	38,000
Expenses & Allowances	35	0	0	0
Miscellaneous Expenses	1,646	8,440	8,440	2,630
Bank Charges	44,135	65,000	72,700	65,000
<b>Third Party Payments:</b>				
Contract Services	207,792	74,200	74,200	50,410
Private Contractors	37,230	34,290	31,940	34,290
Consultancy & Agency Fees	61,560	75,920	75,920	78,970
<b>Recharges:</b>				
Support Services	153,871	115,080	115,080	121,080
<b>Capital Charges:</b>				
Depreciation	996,448	248,420	248,420	248,420
<b>Total Expenditure</b>	<b>2,757,326</b>	<b>1,996,500</b>	<b>1,996,500</b>	<b>1,979,760</b>
<b>Income:</b>				
Fees & Charges - Off Street Pay & Display	(1,108,945)	(3,961,020)	(2,474,480)	(4,056,870)
Recharge Income	(391,565)	(397,560)	(397,560)	(393,180)
<b>Total Income</b>	<b>(1,500,510)</b>	<b>(4,358,580)</b>	<b>(2,872,040)</b>	<b>(4,450,050)</b>
<b>Net Cost of Service</b>	<b>1,256,816</b>	<b>(2,362,080)</b>	<b>(875,540)</b>	<b>(2,470,290)</b>

**Service Details:**

**Direct Employee Expenses & Environmental Services** - 5.0 FTE's staff in total. Surplus income from the off-street parking service (car parks) is used to support costs associated with the operation and maintenance of parking services and infrastructure both on and off street, in addition the Council has capital projects identified in the capital strategy to maintain these assets (see the Parking Account on page 43).

The income target of £3.961M for 2021/22 was reduced to £2.8Million and the 2022/23 budget is expected to be reduced by £694K due to the ongoing impact of COVID-19, the budget to cover the anticipated shortfall is held within 65 Miscellaneous Services of the Resources Directorate.

**On Street Parking Enforcement**
**On Street Town Centre Car Parking Facilities - Old Town; Lorry Parking; Residential Parking**
**EH140 & EH190**
**Service Description:**

Special Parking Account for management and enforcement of on street parking restrictions throughout Stevenage to prevent hazardous and obstructive parking, and prohibitions of verge and footway parking. Management of two Parking Permit Areas and 510 permitted bays. These include 183 limited waiting bays with no charge, 168 pay and display bays in the Town Centre and in Corey's Mill Lane, 78 disabled parking bays, 4 car club bays, 58 loading bays, 16 taxi rank bays and 1 motorcycle bay. The service undertakes on-street enforcement using powers under the Road Traffic Act 1991 and Traffic Management Act 2004. The Council has a partnership arrangement with East Herts District Council, and Welwyn Hatfield District Council for the provision of the on-street parking enforcement contract.

14	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Premises Related:</b>				
Energy Costs	(2,719)	0	300	4,000
Premises Insurance	41	0	0	0
<b>Supplies &amp; Services:</b>				
Printing, Stationery & General	2,600	0	0	0
Equipment, Tools & Materials	3,101	4,000	11,020	4,000
Communications & Computing	708	0	0	0
<b>Third Party Payments:</b>				
Private Contractors	424,431	486,810	481,810	501,750
Consultancy & Agency Fees	0	0	0	0
<b>Recharges:</b>				
Support Services	161,165	154,480	154,480	197,800
Contract Services Recharge	0	0	0	12,720
<b>Capital Charges:</b>				
Depreciation	85,010	73,790	73,790	73,790
<b>Total Expenditure</b>	<b>674,338</b>	<b>719,080</b>	<b>721,400</b>	<b>794,060</b>
<b>Income:</b>				
Other Grants & Contributions	(16,341)	(20,800)	(5,330)	(20,960)
Fees & Charges - Off Street Pay & Display	(341,883)	(803,670)	(679,900)	(918,670)
<b>Total Income</b>	<b>(358,225)</b>	<b>(824,470)</b>	<b>(685,230)</b>	<b>(939,630)</b>
<b>Net Cost of Service</b>	<b>316,113</b>	<b>(105,390)</b>	<b>36,170</b>	<b>(145,570)</b>

**Service Details:**

**Private Contractors** - Contract costs relate to civil parking enforcement. **Fees & Charges** - This includes charges for on street pay and display and charges for penalty charge notices issued.

Parking Account Surplus Attributable to Services		Off Street and On Street Parking Surplus Account		
EH110; EH150; EH170; EH140 & EH190				
	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Surplus (excludes notional capital charges &amp; internal income but includes Actual capital costs via MRP)</b>				
Parking Off Street	651,933	(2,212,940)	(726,400)	(2,325,530)
Parking On Street	231,103	(179,180)	(37,620)	(219,360)
Add Actual capital (MRP costs)	23,140	23,140	23,140	23,140
Assumed COVID impact on parking 2021/22 and 2022/23 shown in original budget	0	1,584,000	0	719,760
<b>Total Surplus</b>	<b>906,176</b>	<b>(2,368,980)</b>	<b>(740,880)</b>	<b>(1,801,990)</b>
<b>Expenditure</b>				
Community Transport	123,343	42,150	71,290	0
Public Transport	8,810	15,140	39,970	15,670
Abandoned Vehicles	3,441	9,180	9,180	10,480
Highways Services	283,965	308,130	315,330	467,740
Environmental Maintenance	1,675,224	2,070,750	2,063,141	1,860,080
Town Centre	94,874	67,650	78,310	77,450
Drainage	12,644	15,030	18,310	7,940
<b>Total Expenditure</b>	<b>2,202,301</b>	<b>2,528,030</b>	<b>2,595,531</b>	<b>2,439,360</b>
<b>Net Cost of Service (Surplus) / Deficit</b>	<b>3,108,477</b>	<b>159,050</b>	<b>1,854,651</b>	<b>637,370</b>

**CCTV**
**EG110**
**Service Description:**

Management of the CCTV camera network in Stevenage. Stevenage is a member of the CCTV Partnership, which is formed of; Stevenage Borough Council, North Hertfordshire District Council, East Hertfordshire District Council and Hertsmeire Borough Council.

15	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Premises Related:</b>				
Energy Costs	16,089	13,880	13,880	22,250
<b>Supplies &amp; Services:</b>				
Equipment, Tools & Materials	71,608	75,770	75,770	75,770
<b>Third Party Payments:</b>				
Private Contractors	116,789	107,340	107,340	91,900
<b>Recharges:</b>				
Support Services	11,318	17,270	17,270	13,980
<b>Capital Charges:</b>				
Depreciation	26,521	23,180	23,180	23,180
<b>Total Expenditure</b>	<b>242,327</b>	<b>237,440</b>	<b>237,440</b>	<b>227,080</b>
<b>Income:</b>				
Fees & Charges	(1,400)	0	0	0
<b>Net Cost of Service</b>	<b>240,927</b>	<b>237,440</b>	<b>237,440</b>	<b>227,080</b>

**Service Details:**

Currently there are 324 CCTV cameras across Stevenage. **Private Contractors** - This budget reflects Stevenage's share of the partnership costs associated with the CCTV control room.

**Planning Policy**
**ET110, ET700**
**Service Description:**

The Planning Policy team is principally responsible for the production of the Council's Local Plan. This sets out a vision and detailed planning policies for the future of the town to 2031 and beyond. The team is also responsible for providing strategic advice on road, rail transport policies and climate change.

16	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Direct Employee Expenses	631,391	598,660	635,760	651,060
Indirect Employee Expenses	5,348	7,270	7,270	7,690
<b>Premises Related:</b>				
Rents, Rates & Water Services	33	30	30	30
<b>Transport Related:</b>				
Travelling Expenses	11,110	13,110	12,090	13,110
<b>Supplies &amp; Services:</b>				
Equipment, Tools & Materials	2,045	1,530	1,530	0
Printing, Stationery & General	154	620	620	620
Communications & Computing	9,786	2,750	2,950	2,740
Expenses & Allowances	0	0	0	0
Grants & Subscriptions	3,933	5,000	4,000	5,000
Miscellaneous Expenses	17,026	30,010	50,010	31,150
<b>Third Party Payments:</b>				
Private Contractors	43,704	87,780	87,780	87,780
Consultancy & Agency Fees	22,604	59,380	59,380	95,000
Appropriations	0	0	0	0
<b>Recharges:</b>				
Support Services	266,624	315,080	315,080	320,120
Contract Services Recharge	0	0	0	3,110
<b>Capital Charges:</b>				
Depreciation	6,907	6,910	6,910	6,910
<b>Total Expenditure</b>	<b>1,020,663</b>	<b>1,128,130</b>	<b>1,183,410</b>	<b>1,224,320</b>
<b>Income:</b>				
Government Grants	(17,446)	(15,000)	(15,000)	(15,000)
Other Contributions & Donations	(6,185)	(18,930)	(18,930)	(18,930)
Fees & Charges	(0)	0	(750)	0
Recharge Income	(17,950)	(24,090)	(24,090)	(51,140)
<b>Total Income</b>	<b>(41,581)</b>	<b>(58,020)</b>	<b>(58,770)</b>	<b>(85,070)</b>
<b>Net Cost of Service</b>	<b>979,082</b>	<b>1,070,110</b>	<b>1,124,640</b>	<b>1,139,250</b>

**Service Details:**

**Direct Employee Expenses** - 13.27 FTE's staff in total, this includes a Climate Change Manager post and support costs which was a total growth bid of £90,000 for 2022/23 of which £45,000 has been charged to the HRA . **Private Contractors** - Specialist advice in formulating the local plan and transport policies. It will also provide the context for the regeneration of the Town Centre, the neighbourhood centres and key employment sites. Legal cost associated with the Local Plan and public examination.

**Town Centre Management**
**Town Centre Promotion**
**ET330; ET331**
**Service Description:**

Promotion of town centre, environmental and social projects. The service is also involved in business support and partnership working with key stakeholders.

17	Actual 2020/21 £	Original 2021/22 £	Working 2021/22 £	Original 2022/23 £
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Direct Employee Expenses	83,344	63,090	73,750	70,640
Indirect Employee Expenses	72	190	190	190
<b>Premises Related:</b>				
Energy Costs	1,664	2,720	2,720	3,680
<b>Transport Related:</b>				
Travelling Expenses	850	880	880	880
<b>Supplies &amp; Services:</b>				
Equipment, Tools & Materials	2,950	2,800	2,800	2,800
Printing, Stationery & General	49	0	0	0
Communications & Computing	205	0	0	0
Grants & Subscriptions	0	1,200	1,200	1,200
Miscellaneous Expenses	10,164	420	420	440
<b>Third Party Payments:</b>				
Private Contractors	25,717	30,460	30,460	30,460
<b>Recharges:</b>				
Support Services	16,927	15,300	15,300	16,570
<b>Total Expenditure</b>	<b>141,941</b>	<b>117,060</b>	<b>127,720</b>	<b>126,860</b>
<b>Income:</b>				
Government Grants	(13,816)	0	0	0
Other Grants & Contributions	0	0	0	0
Fees & Charges	(33,251)	(49,410)	(49,410)	(49,410)
<b>Total Income</b>	<b>(47,067)</b>	<b>(49,410)</b>	<b>(49,410)</b>	<b>(49,410)</b>
<b>Net Cost of Service</b>	<b>94,874</b>	<b>67,650</b>	<b>78,310</b>	<b>77,450</b>

**Service Details:**

2.0 FTE's staff in total.

**Regeneration**
**Regeneration**
**ET310; ET311; ET312; ET313**
**Service Description:**

Stevenage is delivering a 20 year, £1bn regeneration programme designed to transform the town and what it offers residents and visitors. A range of schemes have been launched working alongside Mace Group and Reef Estates. These will introduce new residential, leisure, commercial and retail facilities into Stevenage Town Centre, The UK's First New Town. Herfordshire Local Enterprise Partnership (LEP) funding is supporting delivery of the regeneration plan.

17	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Direct Employee Expenses	735,498	712,180	519,330	762,800
Indirect Employee Expenses	757	2,050	2,050	1,890
<b>Premises Related:</b>				
Repairs & Maintenance of Buildings	0	770	770	3,600
Fixtures & Fittings	0	0	0	0
Energy Costs	0	0	0	0
<b>Transport Related:</b>				
Travelling Expenses	9,644	7,890	7,890	7,890
<b>Supplies &amp; Services:</b>				
Equipment, Tools & Materials	41,361	0	0	0
Printing, Stationery & General	399	500	500	500
Communications & Computing	1,378	210	210	210
Expenses & Allowances	10,000	0	0	0
Grants & Subscriptions	0	1,240	1,240	1,240
Miscellaneous Expenses	11,564	30,720	30,720	30,470
<b>Third Party Payments:</b>				
Private Contractors	0	20,000	20,000	20,000
Consultancy & Agency Fees	244,917	479,000	479,000	375,000
<b>Recharges:</b>				
Support Services	260,512	272,160	272,160	280,120
Contract Services Recharge	0	0	0	11,040
<b>Total Expenditure</b>	<b>1,316,030</b>	<b>1,526,720</b>	<b>1,333,870</b>	<b>1,494,760</b>
<b>Income:</b>				
Government Grants	95	0	0	0
Other Grants & Contributions	0	0	0	0
Fees & Charges	(20,000)	0	0	0
Recharge Income	(246,166)	(161,000)	(161,000)	(186,480)
<b>Total Income</b>	<b>(266,071)</b>	<b>(161,000)</b>	<b>(161,000)</b>	<b>(186,480)</b>
<b>Net Cost of Service</b>	<b>1,049,959</b>	<b>1,365,720</b>	<b>1,172,870</b>	<b>1,308,280</b>

**Service Details:**

**Direct Employee Expenses** - 12 FTE's staff in total. An additional £82k has been included within the 2022/23 budget to provide two FTE posts to support the Council's Regeneration objectives. Some of these costs will be charged to capital and this is reflected on the recharge income line.

**Miscellaneous Expenses** - in 2019/20 reserves were used to fund regeneration projects. **Third Party Payments** - Costs relate to surveys, legal, design and feasibility studies for the town centre. **Regeneration Reserve** - there is a regeneration reserve which is used to fund some of the spend included in the budget. It is expected that £295k will be required from the reserve in 2022/23.

**Development Control**
**ET410**
**Service Description:**

The main activity involves the processing and determination of planning applications. The service also deals with applications for advertisement consent and listed building consent as well as the protection of important trees. Other areas include the provision of advice to prospective developers and the public. A pre-application advice service is also offered some of which incurs a charge. The service also deals with enforcement of planning breaches which from time to time can result in costs and charges.

18	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Direct Employee Expenses	282,928	284,870	300,820	295,310
Indirect Employee Expenses	2,351	930	930	950
<b>Premises Related:</b>				
Rents, Rates & Water Services	33	30	30	30
<b>Transport Related:</b>				
Travelling Expenses	4,291	5,160	5,160	5,160
<b>Supplies &amp; Services:</b>				
Equipment, Tools & Materials	0	340	340	340
Printing, Stationery & General	1,740	1,690	1,690	1,460
Communications & Computing	2,968	1,620	2,860	1,610
Grants & Subscriptions	7,232	6,300	7,360	6,300
Miscellaneous Expenses	10,097	2,110	9,110	2,190
<b>Third Party Payments:</b>				
Contract Payments	11,773	0	0	0
Consultancy & Agency Fees	93,203	13,390	73,360	13,390
<b>Recharges:</b>				
Support Services	91,066	68,170	68,170	75,910
<b>Total Expenditure</b>	<b>507,681</b>	<b>384,610</b>	<b>469,830</b>	<b>402,650</b>
<b>Income:</b>				
<b>Other Contributions &amp; Donations</b>	(3,150)	(5,200)	(5,200)	(5,200)
<b>Customer &amp; Client Receipts</b>	(596,576)	(410,830)	(479,770)	(412,630)
<b>Total Income</b>	<b>(599,726)</b>	<b>(416,030)</b>	<b>(484,970)</b>	<b>(417,830)</b>
<b>Net Cost of Service</b>	<b>(92,044)</b>	<b>(31,420)</b>	<b>(15,140)</b>	<b>(15,180)</b>

**Service Details:**

**Direct Employee Expenses** - 5.0 FTE's staff in total. **Consultancy & Agency Fees** - This contains the cost associated with seeking professional and legal advice for complex planning applications. **Support Services** - the basis of allocating these costs has been reviewed, updated and reflected in the 2021/22 Original Budget.



**Building Control**
**Building Control Non-Fee;  
Building Control Fee Earning**
**ET510; ET610 - ET614; EX270**
**Service Description:**

Building Control is a statutory regulatory service that is primarily externally facing. Unique in Local Government, the service is fully open to private sector competition for its Building Control workload. The group enforces technical and procedural requirements of the Building Act 1984 and The Building Regulations 2010. It also deals with dangerous structures, demolitions and access issues.

19	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Third Party Payments:</b>				
Private Contractors	46,914	41,260	41,260	41,260
Consultancy & Agency Fees	3,363	1,500	1,500	1,500
<b>Recharges:</b>				
Support Services	111	0	0	0
<b>Total Expenditure</b>	<b>50,388</b>	<b>42,760</b>	<b>42,760</b>	<b>42,760</b>
<b>Income:</b>				
Customer & Client Receipts	(21,714)	0	0	0
Interest income	(1)	(4,280)	(4,280)	(4,280)
<b>Total Income</b>	<b>(21,715)</b>	<b>(4,280)</b>	<b>(4,280)</b>	<b>(4,280)</b>
<b>Net Cost of Service</b>	<b>28,673</b>	<b>38,480</b>	<b>38,480</b>	<b>38,480</b>

**Service Details:**

Hertfordshire Building Control Limited was set up in 2016/17 and provides the Building Control Service to the Council. **Customer & Client Receipts** - a new partner joined in 2020/21 which resulted in a return of set up costs to SBC of £22,000.

**Engineers**
**EX210**
**Service Description:**

Staff costs for Engineering Services are included within these budgets. The service maintains infrastructure owned by SBC and manages on street parking enforcement on the highway for Hertfordshire County Council. It also includes the design and supervision of capital schemes for various sections of the council as well as staff costs relating to work carried out for external clients (such as; Hertfordshire County Council and North Herts District Council).

20	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Direct Employee Expenses	368,012	359,230	371,230	384,470
Indirect Employee Expenses	696	1,300	1,500	1,330
<b>Premises Related:</b>				
Rents, Rates & Water Services	3,128	2,000	0	2,000
<b>Transport Related:</b>				
Travelling Expenses	7,481	6,660	6,480	6,660
<b>Supplies &amp; Services:</b>				
Equipment, Tools & Materials	0	1,700	1,700	1,700
Clothing, Uniforms & Laundry	0	400	400	400
Printing, Stationery & General	231	2,000	2,000	2,000
Communications & Computing	5,473	2,270	2,270	2,270
Grants & Subscriptions	0	0	0	0
Miscellaneous Expenses	2,064	4,320	4,320	3,170
<b>Recharges:</b>				
Support Services	64,231	69,460	69,460	65,810
<b>Total Expenditure</b>	<b>451,314</b>	<b>449,340</b>	<b>459,360</b>	<b>469,810</b>
<b>Income:</b>				
Other Grants & Contributions	(8,826)	(6,000)	(6,000)	(6,000)
Fees & Charges	0	0	(1,085)	0
Recharge Income	(442,804)	(445,730)	(445,730)	(462,870)
<b>Total Income</b>	<b>(451,630)</b>	<b>(451,730)</b>	<b>(452,815)</b>	<b>(468,870)</b>
<b>Net Cost of Service</b>	<b>(316)</b>	<b>(2,390)</b>	<b>6,545</b>	<b>940</b>

**Service Details:**

Direct Employee Expenses - 7.0 FTE's staff in total.

**Property & Design**
**EX190**
**Service Description:**

The service is now managed by the Assistant Director of Finance and Estates, providing project management, architectural services, building surveying and property maintenance services in connection with the Council's General Fund buildings and assets.

21	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Direct Employee Expenses	381,611	540,040	540,040	575,100
Indirect Employee Expenses	922	2,710	2,710	3,510
<b>Transport Related:</b>				
Travelling Expenses	11,076	6,520	6,520	6,520
<b>Supplies &amp; Services:</b>				
Equipment, Tools & Materials	32	0	0	0
Clothing, Uniforms & Laundry	0	100	100	100
Printing, Stationery & General	1,458	2,280	2,280	2,160
Communications & Computing	16,305	21,320	21,320	22,070
Grants & Subscriptions	633	6,000	6,000	6,000
Miscellaneous Expenses	1,840	4,220	4,220	4,390
<b>Third Party Payments:</b>				
Private Contractors	309,026	0	0	0
<b>Recharges:</b>				
Support Services	160,757	264,300	264,300	161,220
<b>Capital Charges:</b>				
	5,046	5,050	5,050	5,050
<b>Total Expenditure</b>	<b>888,706</b>	<b>852,540</b>	<b>852,540</b>	<b>786,120</b>
<b>Income:</b>				
Other Grants & Contributions	(17,619)	(21,780)	(21,780)	(21,780)
Recharge Income	(871,088)	(827,800)	(827,800)	(763,010)
<b>Total Income</b>	<b>(888,706)</b>	<b>(849,580)</b>	<b>(849,580)</b>	<b>(784,790)</b>
<b>Net Cost of Service</b>	<b>0</b>	<b>2,960</b>	<b>2,960</b>	<b>1,330</b>

**Service Details:**

**Direct Employee Expenses** - 10.0 FTE's staff in total. **Private Contractors** - Management of the compliance contract has been insourced and is now shown in facilities management. **Other Grants & Contributions** - This relates to ad-hoc external work done for other local authorities.

**Environmental Health**
**EX310**
**Service Description:**

The Environmental Health & Licensing Unit carries out a wide range of enforcement activities which focus on dealing with nuisance from noise, smell, animals etc. and protecting health, safety and welfare in residential and commercial premises.

22	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Direct Employee Expenses	658,586	647,590	662,030	699,680
Indirect Employee Expenses	6,308	5,930	5,930	6,160
<b>Premises Related:</b>				
Rents, Rates & Water Services	33	30	30	30
<b>Transport Related:</b>				
Travelling Expenses	20,616	25,380	23,650	25,380
<b>Supplies &amp; Services:</b>				
Printing, Stationery & General	5,798	6,610	6,210	5,920
Communications & Computing	13,906	7,200	7,200	7,180
Expenses & Allowances	0	0	0	0
Grants & Subscriptions	4,974	3,500	3,500	3,500
Miscellaneous Expenses	3,798	9,270	9,270	5,700
<b>Third Party Payments:</b>				
Private Contractors	40	0	0	0
Consultancy & Agency Fees	3,292	5,000	10,000	5,000
<b>Recharges:</b>				
Support Services	173,450	172,880	172,880	171,760
<b>Total Expenditure</b>	<b>890,801</b>	<b>883,390</b>	<b>900,700</b>	<b>930,310</b>
<b>Income:</b>				
Recharge Income	(891,107)	(883,970)	(883,970)	(928,580)
<b>Total Income</b>	<b>(891,107)</b>	<b>(883,970)</b>	<b>(883,970)</b>	<b>(928,580)</b>
<b>Net Cost of Service</b>	<b>(306)</b>	<b>(580)</b>	<b>16,730</b>	<b>1,730</b>

**Service Details:**

**Direct Employee Expenses** - 12 FTE staff in total. **Recharges** - The cost of the service is recharged to the users of the service (such as; Housing Revenue Account, Animal Control, Environmental Monitoring and Control, Health and Safety, Food Safety and Licensing).

**Stevenage Direct Services (SDS) Admin & Management**
**EX170**
**Service Description:**

The cost centre includes the administration and management costs of running Stevenage Direct Services (SDS). Which provides; street cleansing, grounds maintenance, vehicle repairs, refuse and recycling services.

23	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Direct Employee Expenses	1,155,192	1,079,840	1,178,310	1,205,420
Indirect Employee Expenses	74,961	6,460	6,460	9,530
<b>Transport Related:</b>				
Travelling Expenses	9,696	13,460	13,460	13,460
<b>Supplies &amp; Services:</b>				
Equipment, Tools & Materials	0	0	0	0
Printing, Stationery & General	1,700	800	800	800
Communications & Computing	3,095	4,130	4,130	4,130
Expenses & Allowances	0	0	0	0
Grants & Subscriptions	12,134	0	12,460	12,000
Miscellaneous Expenses	7,080	17,070	17,070	10,090
Contributions to Provisions	0	0	0	0
<b>Third Party Payments:</b>				
Private Contractors	0	0	0	0
Consultancy & Agency Fees	0	0	0	0
<b>Recharges:</b>				
Support Services	256,584	337,910	337,910	349,590
<b>Total Expenditure</b>	<b>1,520,441</b>	<b>1,459,670</b>	<b>1,570,600</b>	<b>1,605,020</b>
<b>Income:</b>				
Other Grants & Contributions	(2,533)	0	0	0
Recharge Income	(1,517,909)	(1,469,470)	(1,469,470)	(1,517,740)
<b>Total Income</b>	<b>(1,520,441)</b>	<b>(1,469,470)</b>	<b>(1,469,470)</b>	<b>(1,517,740)</b>
<b>Net Cost of Service</b>	<b>0</b>	<b>(9,800)</b>	<b>101,130</b>	<b>87,280</b>

**Service Details:**

Direct Employee Expenses - 21.50 FTE's staff in total.

## Local Community Budgets

	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Summary of Expenditure</b>				
54 Local Community Budgets	106,588	60,500	60,500	60,500
<b>Total Cost of Portfolio</b>	<b>106,588</b>	<b>60,500</b>	<b>60,500</b>	<b>60,500</b>

Local Community Budgets

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**Service Description:**

Stevenage Borough Council's members introduced a community budget in 2011/12. Each Councillor has a budget of £1,500 and the Youth Mayor has a budget of £2,000 to help improve and deliver local priorities and create a better place to live. Members continue to work with local communities to identify issues, to plan, assist and develop solutions.

01	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Supplies &amp; Services:</b>				
Grants & Subscriptions	106,588	60,500	60,500	60,500
<b>Total Expenditure</b>	<b>106,588</b>	<b>60,500</b>	<b>60,500</b>	<b>60,500</b>
<b>Net Cost of Service</b>	<b>106,588</b>	<b>60,500</b>	<b>60,500</b>	<b>60,500</b>

**Service Details:** Council approved a saving for the 2021/22 financial year which was to reduce ward member budgets from £2,500 to £1,500 per member, per annum. Youth Mayor LCB were also reduced from £3,300 to £2,000 (this represents a 40% cut for both Cllrs and the youth mayor).

	<b>Actual 2020/21 £</b>	<b>Original Budget 2021/22 £</b>	<b>Working Budget 2021/22 £</b>	<b>Original Budget 2022/23 £</b>
<b>Summary of Expenditure</b>				
56 <b>Commercial Properties</b>	(1,083,948)	(2,135,160)	(2,360,160)	(2,026,040)
57 <b>Garages</b>	(2,488,453)	(2,740,490)	(2,436,260)	(2,425,420)
58 <b>Council Tax</b>	1,100,652	535,310	533,800	531,420
59 <b>Non Domestic Rate (NDR)</b>	36,049	109,660	9,660	108,740
60 <b>Elections</b>	172,544	214,250	214,250	201,030
61 <b>Electoral Registration</b>	100,162	133,710	133,710	116,060
62 <b>Indoor Market</b>	14,033	(69,390)	(5,770)	(33,910)
63 <b>Hackney Carriages</b>	41,390	2,480	24,260	9,910
64 <b>Local Licensing</b>	(28,238)	(13,500)	(18,970)	(15,680)
65 <b>Local Land Charges</b>	15,050	9,300	9,300	4,970
66 <b>Miscellaneous Services</b>	(1,750,547)	2,217,390	87,290	1,453,160
67 <b>Corporate Projects</b>	652,513	643,340	773,260	485,670
68 <b>Investment Income and Expenditure</b>	14,203,061	(86,400)	(92,430)	(143,300)
69 <b>Movement on General Fund Balance</b>	(14,681,469)	(4,679,370)	(3,853,050)	(3,725,450)
70 <b>Corporate &amp; Democratic Core</b>	1,114,580	1,665,520	1,654,300	2,066,810
<b>Total Cost of Portfolio</b>	<b>(2,582,620)</b>	<b>(4,193,350)</b>	<b>(5,326,810)</b>	<b>(3,392,030)</b>



**Commercial Properties**

**Commercial Property Investment Strategy; Commercial Shops; Town Square; The Plaza; Workshops and Miscellaneous Properties; Ridgemoor Park; Storage Depot; Land Sales; Broadhall Stadium; Business Technology Centre; Chells Enterprise Centre; Commercial Garages**

RK100; RK110; RK120; RK121; RK122; RK130; RK150; RK170 RK180; RK210; RK230

**Service Description:**

These cost centres contain expenditure and income arising from the Council's Commercial Properties. These include units in local shopping centres, income from the Westgate Shopping Centre freehold, the Town Square and The Plaza, income from the Business Technology Centre, Chells Enterprise Village and garages let to commercial tenants. The Council acquired through its Commercial Property Investment Strategy one office block (Essex House).

01	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Premises Related:</b>				
Repairs & Maintenance Of Buildings	38,945	100,710	100,710	103,180
Energy Costs	18,448	6,030	6,030	8,060
Grounds Maintenance	0	0	0	0
Rents, Rates & Water Services	313,915	346,140	462,440	462,460
Fixtures & Fittings	872	2,020	2,020	2,030
Premises Insurance	38,450	16,560	16,560	42,700
<b>Supplies &amp; Services:</b>				
Printing, Stationery & General	0	400	400	400
Communications & Computing	1,977	1,450	1,450	2,040
Miscellaneous Expenses	50,328	4,500	4,500	4,500
Contributions to Provisions	82,208	12,000	12,000	12,000
<b>Third Party Payments:</b>				
Contract Services	12,825	0	0	0
Private Contractors	309,270	314,970	314,970	321,270
Consultancy & Agency Fees	27,014	59,510	59,510	59,520
Appropriations	20,621	221,180	(353,370)	(40,080)
<b>Recharges:</b>				
Support Services	896,897	654,870	654,870	759,930
<b>Interest Payable:</b>				
Interest	806,769	75,820	75,820	75,820
<b>Capital Charges:</b>				
	1,069,678	471,970	471,970	471,970
<b>Total Expenditure</b>	<b>3,688,218</b>	<b>2,288,130</b>	<b>1,829,880</b>	<b>2,285,800</b>
<b>Income:</b>				
Other Contributions & Donations	(595)	(7,000)	(7,000)	(7,000)
Fees & Charges	(4,008,873)	(4,362,730)	(4,129,480)	(4,251,480)
Interest income	(715,008)	0	0	0
Recharge Income	(47,690)	(53,560)	(53,560)	(53,360)
<b>Total Income</b>	<b>(4,772,166)</b>	<b>(4,423,290)</b>	<b>(4,190,040)</b>	<b>(4,311,840)</b>
<b>Net Cost of Service</b>	<b>(1,083,948)</b>	<b>(2,135,160)</b>	<b>(2,360,160)</b>	<b>(2,026,040)</b>

**Service Details:**

**Appropriations** - Shows the transfer to/from Allocated Reserves for the Surplus/Deficit on Town Square in year, which is used for repairs, reconfiguration of units or repayment of debt for assets held for regeneration purposes. **Interest Payable** - is interest on the cost of borrowing to fund the purchase of Town Square and Plaza properties. **Fees and charges** - Includes income from land sales not exceeding £10,000 and income from the Business & Technology Centre which is managed by Wenta on the Council's behalf. Also included are commercial rents from the Council's other commercial properties including local shops, Westgate Shopping Centre lease, the Town Square and The Plaza. Recharge income comprises of notional income charged to other Service Delivery Units for the use of the Council's commercial properties.

**Garages**
**Residential Garages**
**GP120**
**Service Description:**

Letting and management of the Council's residential garages portfolio. At March 2021 the total number of residential garages owned by SBC was 6,512.

02	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Direct Employee Expenses	115,760	111,310	125,870	118,720
Indirect Employee Expenses	566	600	600	950
<b>Transport Related:</b>				
Travelling Expenses	5,000	5,250	5,250	5,250
<b>Premises Related:</b>				
Repairs & Maintenance Of Buildings	120	3,000	27,000	3,000
Energy Costs	2,648	2,930	2,930	3,000
Rents, Rates & Water Services	1,342	1,480	1,480	1,480
Premises Insurance	772	730	730	920
<b>Transport Related:</b>				
Fleet Vehicle Recharges	3,969	7,200	7,200	6,280
<b>Supplies &amp; Services:</b>				
Equipment, Tools & Materials	3,750	3,300	3,300	3,300
Printing, Stationery & General	1,024	1,100	520	1,030
Communications & Computing	10,891	4,190	8,720	4,190
Miscellaneous Expenses	1,604	5,780	5,780	2,490
<b>Third Party Payments:</b>				
Contract Services	90,882	68,200	66,200	106,120
Private Contractors	87,025	110,750	110,750	110,750
Consultancy & Agency Fees	790	3,000	1,000	3,000
<b>Recharges:</b>				
Support Services	252,883	285,840	285,840	300,840
Contract Services Recharge	0	0	0	63,750
<b>Interest Payable:</b>				
Interest	24,578	59,970	59,970	113,180
<b>Capital Charges:</b>				
	171,997	166,900	166,900	166,900
<b>Total Expenditure</b>	<b>775,602</b>	<b>841,530</b>	<b>880,040</b>	<b>1,015,150</b>
<b>Income:</b>				
Fees & Charges	(3,264,055)	(3,582,020)	(3,316,300)	(3,440,570)
<b>Total Income</b>	<b>(3,264,055)</b>	<b>(3,582,020)</b>	<b>(3,316,300)</b>	<b>(3,440,570)</b>
<b>Net Cost of Service</b>	<b>(2,488,453)</b>	<b>(2,740,490)</b>	<b>(2,436,260)</b>	<b>(2,425,420)</b>

**Service Details:**

Direct Employee Expenses - 3.21 FTE's staff in total.

**Council Tax**
**Council Tax**
**RG110, RJ111**
**Service Description:**

This cost centre includes the costs of billing, collection and recovery of Council Tax charged to households within Stevenage. The service is provided by the Revenues and Benefits Partnership with East Herts District Council which was formed in 2011/12.

03	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Supplies &amp; Services:</b>				
Printing, Stationery & General	1,968	1,910	1,910	1,650
<b>Third Party Payments:</b>				
Consultancy & Agency Fees	6,925	17,500	17,500	17,500
<b>Transfer Payments:</b>				
Benefits	541,523	0	0	0
<b>Recharges:</b>				
Support Services	1,284,440	889,000	889,000	885,370
<b>Total Expenditure</b>	<b>1,834,856</b>	<b>908,410</b>	<b>908,410</b>	<b>904,520</b>
<b>Income:</b>				
Other Contributions & Donations	(3,613)	0	0	0
Customer & Client Receipts	(88,912)	(268,750)	(268,750)	(268,750)
Government Grants	(641,679)	(104,350)	(105,860)	(104,350)
<b>Total Income</b>	<b>(734,204)</b>	<b>(373,100)</b>	<b>(374,610)</b>	<b>(373,100)</b>
<b>Net Cost of Service</b>	<b>1,100,652</b>	<b>535,310</b>	<b>533,800</b>	<b>531,420</b>

**Service Details:**

**Benefits** - in 2020/21 relates to the Council Tax grant (COVID) given by the government and awarded to reduce council tax payments **Support Services** - includes staff (hosted by East Herts District Council) and other costs relating to the billing, collection and recovery of Council Tax. Costs associated with the Shared Service have been recalculated to better reflect time spent on Council Tax, NNDR and Housing Benefits. **Customer & Client Receipts** - Lower summons in 20/21 as a result of COVID. **Government Grants** - in 2020/21 the grant funding related to the hardship scheme.

**Non-Domestic Rates (NDR)**
**RH110**
**Service Description:**

These budgets include expenditure and income relating to the billing and collection of Non Domestic Rates (NDR)

<b>04</b>	<b>Actual 2020/21 £</b>	<b>Original Budget 2021/22 £</b>	<b>Working Budget 2021/22 £</b>	<b>Original Budget 2022/23 £</b>
<b>Expenditure</b>				
<b>Supplies &amp; Services:</b>				
Grants & Subscriptions	11,525	0	0	0
<b>Third Party Payments:</b>				
Consultancy & Agency Fees	7,925	0	0	0
<b>Recharges:</b>				
Support Services	210,371	228,420	228,420	228,000
<b>Total Expenditure</b>	<b>229,821</b>	<b>228,420</b>	<b>228,420</b>	<b>228,000</b>
<b>Income:</b>				
Government Grants	(189,680)	(110,260)	(210,260)	(110,760)
Other Grants & Contributions	(3,842)	0	0	0
Customer & Client Receipts	(250)	(8,500)	(8,500)	(8,500)
<b>Total Income</b>	<b>(193,772)</b>	<b>(118,760)</b>	<b>(218,760)</b>	<b>(119,260)</b>
<b>Net Cost of Service</b>	<b>36,049</b>	<b>109,660</b>	<b>9,660</b>	<b>108,740</b>

**Service Details:**

**Support Services** - this service is provided by the shared service with East Herts District Council. Costs associated with the Shared Service have been recalculated to better reflect time spent on Council Tax, NNDR and Housing Benefits. **Government Grants** - Represents allowance for collection of NDR. **Customer & Client Receipts** - relate to the recovered costs of collecting NNDR as a result of Summons proceedings. Receipts are lower in 2020/21 due to the impact of Covid 19 on court proceedings.

**Elections**
**Elections; Local Elections;  
County Elections; By-Elections**
**RA110; RA120; RA130; RA150; RA210; RA170**
**Service Description:**

These budgets include expenditure and income relating to the organisation and administration of elections to the UK, Stevenage Borough Council, Hertfordshire County Council, the Police and Crime Commissioner and any UK referendum.

<b>05</b>	<b>Actual 2020/21 £</b>	<b>Original Budget 2021/22 £</b>	<b>Working Budget 2021/22 £</b>	<b>Original Budget 2022/23 £</b>
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Direct Employee Expenses	1,433	0	18,620	0
<b>Premises Related:</b>				
Rents, Rates & Water Services	1,710	6,480	3,390	6,480
<b>Transport Related:</b>				
Travelling Expenses	0	1,340	750	1,340
<b>Supplies &amp; Services:</b>				
Equipment, Tools & Materials	8,269	0	107,980	0
Printing, Stationery & General	3,461	15,820	58,150	16,450
Communications & Computing	15,433	28,780	41,880	29,930
Miscellaneous Expenses	145	0	0	0
<b>Third Party Payments:</b>				
Consultancy & Agency Fees	306	36,200	84,390	36,200
Private Contractors	44,621	0	0	0
<b>Recharges:</b>				
Support Services	124,444	122,840	122,840	107,840
<b>Capital Charges:</b>				
	2,790	2,790	2,790	2,790
<b>Total Expenditure</b>	<b>202,611</b>	<b>214,250</b>	<b>440,790</b>	<b>201,030</b>
<b>Income:</b>				
Government Grants	(12,067)	0	0	0
Other Contributions & Donations	(18,000)	0	(226,540)	0
<b>Total Income</b>	<b>(30,067)</b>	<b>0</b>	<b>(226,540)</b>	<b>0</b>
<b>Net Cost of Service</b>	<b>172,544</b>	<b>214,250</b>	<b>214,250</b>	<b>201,030</b>

**Service Details:**

**Expenditure** - The scheduled election being coordinated for May 2022 is the Stevenage Borough Council election. In 2021/22 there were 3 elections: Stevenage Borough Council, Hertfordshire County Council and the Police and Crime Commissioner elections. For National Polls income is received from central government to offset the costs.

**Electoral Registration**
**RB110 - RB111**
**Service Description:**

These budgets include expenditure and income related to the maintenance and publication of the Register of Electors and all electoral related reviews.

06	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Direct Employee Expenses	2,450	0	0	0
Indirect Employee Expenses	445	0	0	0
<b>Supplies &amp; Services:</b>				
Equipment, Tools & Materials	197	0	0	0
Printing, Stationery & General	2,022	12,920	12,920	13,440
Communications & Computing	54,130	29,930	29,930	29,930
Grants & Subscriptions	190	400	400	400
Miscellaneous Expenses	0	0	0	0
<b>Third Party Payments:</b>				
Consultancy & Agency Fees	7,018	14,000	14,000	14,000
<b>Recharges:</b>				
Support Services	91,892	77,960	77,960	59,790
<b>Total Expenditure</b>	<b>158,342</b>	<b>135,210</b>	<b>135,210</b>	<b>117,560</b>
<b>Income:</b>				
Other Income	0	0	0	0
Customer & Client Receipts	(2,342)	(1,500)	(1,500)	(1,500)
Government Grants	(55,839)	0	0	0
<b>Total Income</b>	<b>(58,181)</b>	<b>(1,500)</b>	<b>(1,500)</b>	<b>(1,500)</b>
<b>Net Cost of Service</b>	<b>100,162</b>	<b>133,710</b>	<b>133,710</b>	<b>116,060</b>

**Service Details:**
**Consultancy & Agency Fees** - includes the cost of canvassing the electorate to ensure the details held on the Register of Electors are complete and accurate. As at 1st December 2021 there were 65,162 people on the Electoral Register.

**Indoor Market**
**RM110**
**Service Description:**

Letting and management of the Council's Indoor Market. At 1 January 2022, there were 132 market stalls at the indoor market, 96 of these stalls were occupied and 36 vacant, giving a 72.73% occupancy rate.

07	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Direct Employee Expenses	71,779	64,270	67,030	70,210
Indirect Employee Expenses	306	410	410	560
<b>Transport Related:</b>				
Travelling Expenses	1,710	1,750	1,750	1,750
<b>Premises Related:</b>				
Repairs & Maintenance Of Buildings	40,750	24,900	24,900	44,500
Energy Costs	63,057	86,060	86,060	97,540
Rents, Rates & Water Services	24,536	21,620	21,620	21,700
Cleaning & Domestic Supplies	38,167	33,080	33,280	33,870
Premises Insurance	2,683	2,700	2,700	3,090
<b>Supplies &amp; Services:</b>				
Equipment, Tools & Materials	1,591	1,710	1,410	1,710
Printing, Stationery & General	528	780	780	710
Communications & Computing	1,878	1,000	1,000	1,260
Miscellaneous Expenses	0	2,110	2,110	1,320
<b>Third Party Payments:</b>				
Consultancy & Agency Fees	38,573	36,590	36,590	37,460
Private Contractors	0	0	20,000	0
<b>Recharges:</b>				
Support Services	74,098	62,730	62,730	67,570
Contract Services	20,030	20,500	20,500	21,420
<b>Total Expenditure</b>	<b>379,687</b>	<b>360,210</b>	<b>382,870</b>	<b>404,670</b>
<b>Income:</b>				
Other Contributions & Donations	0	0	0	0
Rental Income	(331,254)	(429,600)	(388,640)	(438,580)
Recharge Income	(34,400)	0	0	0
<b>Total Income</b>	<b>(365,654)</b>	<b>(429,600)</b>	<b>(388,640)</b>	<b>(438,580)</b>
<b>Net Cost of Service</b>	<b>14,033</b>	<b>(69,390)</b>	<b>(5,770)</b>	<b>(33,910)</b>

**Service Details:**

**Direct Employee Expenses** - 1.57 FTE's staff in total.

**Hackney Carriages**
**EJ110**
**Service Description:**

These budgets contain expenditure and income relating to the administration and enforcement for the licensing of Hackney Carriage and Private Hire licensing as required by the Town Police Clauses Act 1847 and Local Government (Miscellaneous Provisions) Act 1976.

08	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Supplies &amp; Services:</b>				
Equipment, Tools & Materials	4,404	5,690	5,690	5,690
Printing, Stationery & General	0	0	0	0
<b>Third Party Payments:</b>				
Private Contractors	2,160	4,130	4,130	4,130
Consultancy & Agency Fees	0	1,200	0	1,200
<b>Recharges:</b>				
Support Services	132,860	128,750	128,750	136,180
<b>Total Expenditure</b>	<b>139,424</b>	<b>139,770</b>	<b>138,570</b>	<b>147,200</b>
<b>Income:</b>				
Customer & Client Receipts	(98,034)	(137,290)	(114,310)	(137,290)
Other Contributions & Donations	0	0	0	0
<b>Total Income</b>	<b>(98,034)</b>	<b>(137,290)</b>	<b>(114,310)</b>	<b>(137,290)</b>
<b>Net Cost of Service</b>	<b>41,390</b>	<b>2,480</b>	<b>24,260</b>	<b>9,910</b>

**Service Details:**

There are some 284 licensed drivers, along with 100 Hackney Carriage vehicles, and 149 Private Hire vehicles. There are 22 Private Hire operators registered with the Council. **Support Services** - includes Staffing and other related costs to the administration of this service.



**Local Licensing**
**RD110**
**Service Description:**

These budgets contain expenditure and income relating to the administration and enforcement of the licensing of permissions in relation to the Licensing Act 2003 for places of entertainment and the provision of alcohol, Gambling Act 2005 for the provisions of gambling and small society lottery registrations, and the Local Government (Miscellaneous Provisions) Acts for the provisions of Street Trading, Scrap Metal And Sex Establishments.

09	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Direct Employee Expenses	0	0	0	0
<b>Supplies &amp; Services:</b>				
Miscellaneous Expenses	0	0	0	0
Grants & Subscriptions	310	320	320	320
Bank Charges	308	1,500	1,500	1,500
<b>Recharges:</b>				
Support Services	59,696	68,670	68,670	68,150
<b>Total Expenditure</b>	<b>60,313</b>	<b>70,490</b>	<b>70,490</b>	<b>69,970</b>
<b>Income:</b>				
Customer & Client Receipts	(88,551)	(83,990)	(89,460)	(85,650)
<b>Total Income</b>	<b>(88,551)</b>	<b>(83,990)</b>	<b>(89,460)</b>	<b>(85,650)</b>
<b>Net Cost of Service</b>	<b>(28,238)</b>	<b>(13,500)</b>	<b>(18,970)</b>	<b>(15,680)</b>

**Service Details:**

**Customer & Client Receipts** include receipts for some 16 Street Traders (a combination of annual permissions and farmers markets applications), two Scrap Metal Sites and one Scrap Metal Mobile Collector (who pay registration every three years), 164 premises licences with the provision of alcohol included, 25 premises licences that do not include the provision of alcohol, 10 club premises certificates with the provision of alcohol included, 1164 personal licence holders with active permissions, one bingo premises, three adult gaming centres, 14 betting shops, 17 machine permits, 32 small society lottery registrations and one sex establishment.

**Local Land Charges**
**RC110**
**Service Description:**

This budget includes the expenditure and income related to the maintenance of the Local Land Charges Register.

10	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Supplies &amp; Services:</b>				
Printing, Stationery & General	0	100	100	100
Miscellaneous Expenses	16,611	12,500	12,500	12,500
<b>Recharges:</b>				
Support Services	70,188	62,200	62,200	60,070
<b>Total Expenditure</b>	<b>86,799</b>	<b>74,800</b>	<b>74,800</b>	<b>72,670</b>
<b>Income:</b>				
Customer & Client Receipts	(71,749)	(65,500)	(65,500)	(67,700)
<b>Total Income</b>	<b>(71,749)</b>	<b>(65,500)</b>	<b>(65,500)</b>	<b>(67,700)</b>
<b>Net Cost of Service</b>	<b>15,050</b>	<b>9,300</b>	<b>9,300</b>	<b>4,970</b>

**Service Details:**

The service responds to official searches, assisting personal search agents to inspect the Local Land Charges Register, and replying to requests for certain information specified in the search form commonly referred to as CON 29.

**Miscellaneous Services**
**Various Services; Meetings & Events;  
Civic Links; Emergency Planning**
**RR130; RR230; RR250; RR270; RR290; RR310; RR370, RR311**
**Service Description:**

These budgets include various services relating to projects and initiatives having an impact across the Council, including Emergency Planning and service continuity.

11	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Direct Employee Expenses	56,633	0	0	0
Indirect Employee Expenses	23,731	0	0	0
<b>Transport Related:</b>				
Fleet Vehicle Recharges	77	0	0	0
<b>Supplies &amp; Services:</b>				
Equipment, Tools & Materials	124,881	0	0	0
Printing, Stationery & General	0	0	0	0
Grants to businesses and residents Covid 19	17,530,270	0	0	0
COVID losses		1,919,000	335,000	849,360
Additional cost of Homeless provision COVID related	446,830	600,210	600,210	350,000
Miscellaneous Expenses	30,039	29,710	29,710	29,710
Contributions to Provisions	1,680,883	331,100	130,000	130,000
<b>Third Party Payments:</b>				
Consultancy & Agency Fees	16,000	25,800	25,800	25,800
Private Contractors	371	0	0	0
<b>Recharges:</b>				
Support Services	73,866	76,780	76,780	78,290
<b>Capital Charges:</b>				
(Gains)/Losses on revaluation	(6,000)	0	0	0
<b>Total Expenditure</b>	<b>19,977,581</b>	<b>2,982,600</b>	<b>1,197,500</b>	<b>1,463,160</b>
<b>Income:</b>				
Government Grants COVID	(3,987,444)	(755,210)	(992,210)	0
Government Grants - Covid 19 for business and residents	(17,525,220)	0	0	0
Other Income	0	(10,000)	(10,000)	(10,000)
Other Contributions & Donations	(168,825)	0	(108,000)	0
Recharges	(46,638)	0	0	0
<b>Total Income</b>	<b>(21,728,127)</b>	<b>(765,210)</b>	<b>(1,110,210)</b>	<b>(10,000)</b>
<b>Net Cost of Service</b>	<b>(1,750,547)</b>	<b>2,217,390</b>	<b>87,290</b>	<b>1,453,160</b>

**Service Details:**
**Contributions to Bad Debt Provisions** - relates to bad debts calculated for the Council's sundry debts (e.g. commercial rents and trade waste).

**COVID losses**-the 2020/21 actuals are shown in the cost of services for parking losses, 2021/22 Original losses relate to parking and commercial rent losses and PPE, 2020/21 working budget only shows the Commercial bad debt losses (parking income losses shown on service code), 2022/23 losses relate to parking and commercial bad debt costs.

**Corporate Projects**
**RR420**
**Service Description:**

This cost centre contains policy expenditure relating to the Council's Strategic Priorities.

12	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Direct Employee Expenses	0	347,370	256,000	0
Indirect Employee Expenses	17	0	0	0
<b>Premises Related:</b>				
Repairs & Maintenance Of Buildings	13,203	0	114,340	0
<b>Supplies &amp; Services:</b>				
Grants & Subscriptions	0	0	0	0
Miscellaneous Expenses	184,373	272,760	379,710	962,760
<b>Third Party Payments:</b>				
Consultancy & Agency Fees	10,630	0	0	0
<b>Recharges:</b>				
Support Services	192,233	23,210	23,210	22,910
<b>Transfer to/from Reserves:</b>				
Transfer to/ (from) Allocated Reserves	270,310	0	0	(230,000)
<b>Total Expenditure</b>	<b>670,766</b>	<b>643,340</b>	<b>773,260</b>	<b>755,670</b>
<b>Income:</b>				
Government Grants	(8,103)	0	0	0
Other Contributions & Donations	0	0	0	0
Recharge Other	(10,150)	0	0	(270,000)
<b>Total Income</b>	<b>(18,253)</b>	<b>0</b>	<b>0</b>	<b>(270,000)</b>
<b>Net Cost of Service</b>	<b>652,513</b>	<b>643,340</b>	<b>773,260</b>	<b>485,670</b>

**Service Details:**

**Miscellaneous Expenses** - these are used for spend on Strategic Priorities and to support the implementation of Making Your Money Count options and Transformation programme. **Consultancy & Agency Fees** - are used to facilitate the delivery of other Corporate Projects.

**Investment Income and Expenditure**
**RS110; RS309**
**Service Description:**

These budgets include the expenditure and income relating to the Council's Treasury Management activities. The Council invests any cash balances in institutions which meet the Council's approved investment criteria. These criteria are regularly reviewed and updated as part of the Treasury Cash Management Strategy. It also includes the interest cost for the Council's capital programme.

13	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
Payment of pooling receipts Government share	863,608	0	0	0
<b>Interest:</b>				
Interest Paid to HRA	285,389	168,410	197,840	238,790
Interest on Pension Scheme Liabilities	53,894,780	0	0	0
<b>Total Expenditure</b>	<b>55,043,777</b>	<b>168,410</b>	<b>197,840</b>	<b>238,790</b>
<b>Income:</b>				
Interest income	(440,289)	(254,810)	(290,270)	(382,090)
Interest on Pension Scheme Assets	0	0	0	0
FRS17 Actuarial gains / losses	(30,724,000)	0	0	0
Capital Grants Received	(9,676,428)	0	0	0
<b>Total Income</b>	<b>(40,840,716)</b>	<b>(254,810)</b>	<b>(290,270)</b>	<b>(382,090)</b>
<b>Net Cost of Service</b>	<b>14,203,061</b>	<b>(86,400)</b>	<b>(92,430)</b>	<b>(143,300)</b>

**Service Description:**

Entries relating to pensions are notional entries that are reversed out as part of closing of accounts adjustments but have to be shown in the Council's Statement of Accounts to be IFRS compliant. **Interest Paid to the HRA** - the HRA share of interest paid on investments. **Interest on Borrowing** - The interest payable on borrowing relates to the General Fund Capital Programme. This is the cost of borrowing from banks, building societies, other local authorities or the Public Works Loan Board (PWLb). **Interest Income** - Interest on investment. For 2021/22 this is forecast to be 0.33%, and the projection for 2022/23 is 0.92%.

**Movement on General Fund Balance**
**RS310**
**Service Description:**

This cost centre is used for all the technical accounting entries which are required to be shown in the accounts. Most are then reversed so there is no impact on the Council Tax payer. This cost centre also shows the use of allocated reserves. These are reserves held for specific revenue spend e.g. New Homes Bonus reserve and Planning delivery.

14	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
Transfer to/ (from) Allocated Reserves	87,316	(1,878,670)	(2,399,100)	(234,140)
Transfer to/ (from) Pensions Reserve	(23,170,780)	0	0	0
Misc. Expenditure	3,734	0	0	0
<b>Capital Charges:</b>				
Repayment of Principal on borrowing (MRP)	157,621	130,690	130,690	130,690
Revenue Contribution to Capital	353,148	943,040	2,289,790	242,610
Reversal of capital grants received	9,676,428	0	0	0
<b>Total Expenditure</b>	<b>(12,892,533)</b>	<b>(804,940)</b>	<b>21,380</b>	<b>139,160</b>
<b>Income:</b>				
Reversal of Capital Charges-Depreciation & amortisation	(3,970,872)	(3,874,430)	(3,874,430)	(3,864,610)
Reversal of Capital Charges-Impairment & revaluation changes	4,320,706	0	0	0
Reversal of Capital Charges-Capital Expenditure Under statute	(1,275,161)	0	0	0
Reversal of pooling receipts government share	(863,608)	0	0	0
<b>Total Income</b>	<b>(1,788,935)</b>	<b>(3,874,430)</b>	<b>(3,874,430)</b>	<b>(3,864,610)</b>
<b>Net Cost of Service</b>	<b>(14,681,469)</b>	<b>(4,679,370)</b>	<b>(3,853,050)</b>	<b>(3,725,450)</b>

**Service Details:**

**Repayment of Principal on borrowing** - This is called the Minimum Revenue Requirement and is calculated by the value of the new asset (funded from borrowing) divided by the expected life of that asset. This payment is required regardless of whether the borrowing is internally or externally funded. **Income** - these are all reversals of capital charges from elsewhere within the General Fund Revenue accounts.

**Corporate & Democratic**
**Other CDC Functions; Unapportionable Overheads**
**RT250; RT260; RT140**
**Service Description:**

These cost centres contain expenditure incurred by the Council which falls within the definitions of Corporate & Democratic Core, as prescribed in the Service Reporting Code of Practice. This comprises expenditure in the Democratic Representation and Management of the Council together with expenditure on its Corporate Management. This includes Members allowances and expenses, subscriptions to Local Authority Associations, Audit fees and costs which are recharged from the Council's Strategic Management Board in overall management and direction of the Council.

15	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Direct Employee Expenses	0	0	0	0
Indirect Employee Expenses	(114)	4,250	4,250	4,250
<b>Supplies &amp; Services:</b>				
Printing, Stationery & General	6,504	6,310	6,310	5,470
Grants & Subscriptions	19,208	24,960	24,960	17,160
Bank Charges	175,113	192,120	192,120	192,120
<b>Third Party Payments:</b>				
Consultancy & Agency Fees	110,705	81,950	81,950	81,950
Contributions to / from Provisions	32,130	0	0	0
<b>Recharges:</b>				
Support Services	2,671,799	2,853,500	2,853,500	2,885,070
Contract Services Recharge	65,701	62,620	62,620	111,560
<b>Interest:</b>				
<b>Total Expenditure</b>	<b>3,081,047</b>	<b>3,225,710</b>	<b>3,225,710</b>	<b>3,297,580</b>
<b>Income:</b>				
Fees & Charges	(12,415)	(1,000)	(12,220)	(1,000)
Interest Income	(634)	0	0	0
Government Grants	(784,378)	(365,480)	(365,480)	(32,200)
Recharge Income	(1,169,040)	(1,193,710)	(1,193,710)	(1,197,570)
<b>Total Income</b>	<b>(1,966,467)</b>	<b>(1,560,190)</b>	<b>(1,571,410)</b>	<b>(1,230,770)</b>
<b>Net Cost of Service</b>	<b>1,114,580</b>	<b>1,665,520</b>	<b>1,654,300</b>	<b>2,066,810</b>

**Service Details:**

**Consultancy & Agency Fees** - include the cost of external audit and inspection, as well as the cost of advice relating to the Council's Treasury Management activities. **Support Service Recharges** - include Members allowances and expenses, a proportion of Strategic Management Board expenditure and other staffing & overhead costs which fall within the definitions of Democratic Representation and Management and Corporate Management. **Government Grants** - is the amount of New Homes Bonus funding

	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Summary of Expenditure</b>				
72 Daneshill House	16,038	25,170	(33,830)	17,590
73 Swingate House	13,687	22,640	22,640	16,510
74 Facilities Management	167	39,330	39,330	3,260
75 Corporate Management	(2,675)	2,130	2,130	1,710
76 Democratic Services	0	3,350	3,350	270
77 Legal Services	(19,629)	590	590	0
78 Chief Executives Unit, Policy & Communications	0	(41,170)	1,510	(34,710)
79 ICT	(151,172)	59,500	553,290	(15,460)
80 Human Resources & Organisational Development	134,547	(16,280)	23,120	(26,120)
81 Financial Services	16,007	(31,040)	28,960	(72,810)
82 Revenues, Benefits & Local Taxation	(0)	6,950	36,950	28,630
83 Customer Services	0	(480)	17,520	2,810
<b>Total Cost of Portfolio</b>	<b>6,969</b>	<b>70,690</b>	<b>695,560</b>	<b>(78,320)</b>



**Daneshill House**
**SB110**
**Service Description:**

This covers the maintenance and upkeep of the Council's office accommodation.

01	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Premises Related:</b>				
Repairs & Maintenance Of Buildings	61,670	46,130	92,130	61,740
Energy Costs	159,509	189,570	189,570	232,850
Rents, Rates & Water Services	250,069	249,230	249,230	249,380
Fixtures & Fittings	4,026	5,840	5,840	5,860
Cleaning & Domestic Supplies	3,260	6,270	6,270	6,270
Premises Insurance	14,916	15,190	15,190	17,190
<b>Supplies &amp; Services:</b>				
Equipment, Tools & Materials	0	3,000	3,000	3,000
Catering	13,544	24,980	24,980	28,020
Clothing, Uniforms & Laundry	0	0	0	0
Communications & Computing	582	100	100	100
Miscellaneous Expenses	0	0	0	0
<b>Third Party Payments:</b>				
Contributions to / from Provisions	16,038	0	0	0
Contract Services	17,727	18,440	18,440	19,270
<b>Recharges:</b>				
Support Services	590,484	489,520	489,520	494,160
<b>Capital Charges:</b>	145,800	162,030	162,030	162,030
<b>Total Expenditure</b>	<b>1,277,624</b>	<b>1,210,300</b>	<b>1,256,300</b>	<b>1,279,870</b>
<b>Income:</b>				
Fees & Charges	(197,750)	(139,420)	(244,420)	(139,420)
Recharge Income	(1,063,836)	(1,045,710)	(1,045,710)	(1,122,860)
<b>Total Income</b>	<b>(1,261,586)</b>	<b>(1,185,130)</b>	<b>(1,290,130)</b>	<b>(1,262,280)</b>
<b>Net Cost of Service</b>	<b>16,038</b>	<b>25,170</b>	<b>(33,830)</b>	<b>17,590</b>

**Service Details:**
**Fees and Charges** - Rental Income relates to HSBC located on the ground floor and other Local Government services renting part of the second floor and ground floor of Daneshill House.

**Swingate House**
**SD110**
**Service Description:**

Swingate House was let to external tenants and a small area was used by the Council. Swingate House was demolished as part of the Town Centre Regeneration in April 2022 .

<b>02</b>	<b>Actual 2020/21 £</b>	<b>Original Budget 2021/22 £</b>	<b>Working Budget 2021/22 £</b>	<b>Original Budget 2022/23 £</b>
<b>Expenditure</b>				
<b>Premises Related:</b>				
Repairs & Maintenance Of Buildings	1,090	0	0	0
Energy Costs	6,363	0	0	0
Rents, Rates & Water Services	12,559	0	0	0
Fixtures & Fittings	1,258	0	0	0
Premises Insurance	3,909	3,960	3,960	0
<b>Supplies &amp; Services:</b>				
Communications & Computing	1,067	2,170	2,170	0
<b>Third Party Payments:</b>				
Contract Services	0	0	0	0
Appropriations	(28,963)	0	0	0
<b>Recharges:</b>				
Support Services	0	0	0	0
<b>Capital Charges:</b>	13,687	16,510	16,510	16,510
<b>Total Expenditure</b>	<b>10,970</b>	<b>22,640</b>	<b>22,640</b>	<b>16,510</b>
<b>Income:</b>				
Fees & Charges	2,717	0	0	0
Recharge Income	0	0	0	0
<b>Total Income</b>	<b>2,717</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Net Cost of Service</b>	<b>13,687</b>	<b>22,640</b>	<b>22,640</b>	<b>16,510</b>
<b>Service Details:</b>				

**Facilities Management**
**SB400**
**Service Description:**

This service provides the security, post room service, caretaking, cleaning and routine maintenance and compliance of the Council's operational buildings.

03	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Direct Employee Expenses	305,775	405,000	405,000	425,900
Indirect Employee Expenses	1,220	1,880	1,880	2,080
<b>Premises Related:</b>				
Repairs & Maintenance Of Buildings	0	290,170	290,170	290,170
Cleaning & Domestic Supplies	114,235	107,100	107,100	109,970
<b>Transport Related:</b>				
Fleet Vehicle Recharges	2,857	6,160	6,160	6,160
Travelling Expenses	4,270	4,380	4,380	4,380
<b>Supplies &amp; Services:</b>				
Equipment, Tools & Materials	12,422	12,760	12,760	12,760
Clothing, Uniforms & Laundry	639	100	100	100
Printing, Stationery & General	12	600	600	600
Communications & Computing	20,776	52,150	52,150	55,930
Miscellaneous Expenses	15,613	4,260	4,260	4,820
<b>Third Party Payments:</b>				
Consultancy & Agency Fees	20,894	20,210	20,210	20,690
<b>Recharges:</b>				
Support Services	73,632	108,400	108,400	117,340
<b>Total Expenditure</b>	<b>572,345</b>	<b>1,013,170</b>	<b>1,013,170</b>	<b>1,050,900</b>
<b>Income:</b>				
Fees & Charges	(704)	(5,200)	(5,200)	(5,200)
Recharge income	(571,474)	(968,640)	(968,640)	(1,042,440)
<b>Total Income</b>	<b>(572,178)</b>	<b>(973,840)</b>	<b>(973,840)</b>	<b>(1,047,640)</b>
<b>Net Cost of Service</b>	<b>167</b>	<b>39,330</b>	<b>39,330</b>	<b>3,260</b>

**Service Details:**

**Direct Employee Expenses** - 9.58 FTE's. **Communications and Computing** - Cost of the Post Room service. **Premises Related** - Now includes the cost of compliance for council buildings, Cleaning is provided by a private contractor. **Third Party Payments** - Cost of Security.

**Corporate Management**
**Chief Executive; Directors & Support**
**SE110**
**Service Description:**

Responsibility for management of the Council rests with The Strategic Leadership Team, which is led by the Chief Executive and three Strategic Directors. Their role is to develop the Council's vision for the future and ensure that the Council's aims, objectives, missions and strategies are met. It delivers the policies and services determined by the Council, leading the Council's employees and its work with partner organisations.

04	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Direct Employee Expenses	668,790	670,200	670,200	679,190
Indirect Employee Expenses	5,910	17,530	17,530	17,460
<b>Premises Related:</b>				
Rents, Rates & Water Services	720	1,050	1,050	1,040
<b>Transport Related:</b>				
Travelling Expenses	5,485	7,460	7,460	7,460
<b>Supplies &amp; Services:</b>				
Equipment, Tools & Materials	173	1,000	1,000	1,000
Printing, Stationery & General	90	500	500	500
Communications & Computing	5,617	2,740	2,740	2,730
Expenses & Allowances	4,485	6,150	6,150	6,150
Grants & Subscriptions	6,385	4,070	4,070	4,070
Miscellaneous Expenses	3,750	3,460	3,460	3,370
Bank Charges	0	100	100	100
<b>Third Party Payments:</b>				
Consultancy & Agency Fees	316	2,200	2,200	2,200
<b>Recharges:</b>				
Support Services	167,603	174,510	174,510	127,230
<b>Total Expenditure</b>	<b>869,325</b>	<b>890,970</b>	<b>890,970</b>	<b>852,500</b>
<b>Income:</b>				
Recharge income	(872,000)	(888,840)	(888,840)	(850,790)
<b>Total Income</b>	<b>(872,000)</b>	<b>(888,840)</b>	<b>(888,840)</b>	<b>(850,790)</b>
<b>Net Cost of Service</b>	<b>(2,675)</b>	<b>2,130</b>	<b>2,130</b>	<b>1,710</b>

**Service Details:**

**Direct Employee Expenses** - 6.5 FTE's (this includes secretarial support) staff in total. **Recharge Income** - This service is recharged out to services based on an estimation of time spent on different activities, a proportion of which is corporate and democratic services.

**Constitutional Services**
**Committee Support Costs;  
Electoral Registration; Members Support;  
Member Expenses; Scrutiny**
**SE193; SE230; SE250; SM110; SM150**
**Service Description:**

Includes the staffing costs for the provision of direct support to the elected Members of the Council, and its decision making, structure and scrutiny. The service provides for the running of the Mayor's office and Mayoral events, also the maintenance of the Electoral Register and the administration of Elections. Local land changes is also undertaken by this service.

05	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Direct Employee Expenses	511,064	493,550	493,550	479,380
Indirect Employee Expenses	2,258	3,120	3,120	3,360
<b>Premises Related:</b>				
Rents, Rates & Water Services	2,979	3,290	3,290	3,280
<b>Transport Related:</b>				
Travelling Expenses	47,388	59,130	59,130	59,130
<b>Supplies &amp; Services:</b>				
Equipment, Tools & Materials	0	2,500	2,500	2,500
Printing, Stationery & General	10,300	6,810	6,810	6,110
Communications & Computing	27,658	18,660	18,660	18,540
Expenses & Allowances	474,763	496,500	496,500	506,430
Grants & Subscriptions	646	300	300	300
Miscellaneous Expenses	8,368	14,970	14,970	15,640
Bank Charges	296	0	0	0
<b>Third Party Payments:</b>				
Private Contractors	0	0	0	0
Consultancy & Agency Fees	5,000	0	0	0
<b>Recharges:</b>				
Support Services	201,274	217,270	217,270	209,190
<b>Capital Charges:</b>				
	64,281	51,250	51,250	51,250
<b>Total Expenditure</b>	<b>1,356,276</b>	<b>1,367,350</b>	<b>1,367,350</b>	<b>1,355,110</b>
<b>Income:</b>				
Recharge Income	(1,356,276)	(1,364,000)	(1,364,000)	(1,354,840)
<b>Total Income</b>	<b>(1,356,276)</b>	<b>(1,364,000)</b>	<b>(1,364,000)</b>	<b>(1,354,840)</b>
<b>Net Cost of Service</b>	<b>0</b>	<b>3,350</b>	<b>3,350</b>	<b>270</b>

**SERVICE DETAILS :**

**Direct Employee Expenses** - 10.4 FTE's staff in total. **Expenses and Allowances** - This is the budget provision for the Mayors and Members Allowances. There is budget for 39 Members and one Youth Mayor. All of these costs are charged to Cost of Democracy within Resources portfolio. **Recharge Income** - Relates to the share of corporate & democratic core charged to the HRA.

**Legal Services**
**Legal Service; Land Charges**
**SK190; SK191;**
**Service Description:**

The Legal service became a Shared Legal Service from 1st August 2017 for Stevenage Borough Council (SBC) and Hertfordshire County Council (HCC). The Shared Legal Service is hosted by HCC. Services retained by SBC include Data Protection Act, the Freedom of Information Act (Environmental Information Regulations) and the Ombudsman. It also holds the register for Regulation of Investigatory Powers (RIPA) authorisation, maintains the verified legal layer in Geographic Information Systems (GIS) and management of deeds.

<b>06</b>	<b>Actual 2020/21 £</b>	<b>Original Budget 2021/22 £</b>	<b>Working Budget 2021/22 £</b>	<b>Original Budget 2022/23 £</b>
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Indirect Employee Expenses	0	0	0	0
<b>Premises Related:</b>				
Rents, Rates & Water Services	10,191	12,080	12,080	12,050
<b>Transport Related:</b>				
Travelling Expenses	974	0	0	0
<b>Supplies &amp; Services:</b>				
Printing, Stationery & General	32	0	0	0
Equipment, Tools & Materials	588	0	0	0
Communications & Computing	305	100	100	100
Miscellaneous Expenses	918	4,220	4,220	0
<b>Third Party Payments:</b>				
Other Local Authorities - HCC	449,395	427,100	427,100	435,640
<b>Recharges:</b>				
Support Services	51,474	11,160	11,160	10,760
<b>Total Expenditure</b>	<b>513,877</b>	<b>454,660</b>	<b>454,660</b>	<b>458,550</b>
<b>Income:</b>				
Fees & Charges	(20,704)	(25,000)	(25,000)	(25,000)
Recharge Income	(512,802)	(429,070)	(429,070)	(433,550)
<b>Total Income</b>	<b>(533,506)</b>	<b>(454,070)</b>	<b>(454,070)</b>	<b>(458,550)</b>
<b>Net Cost of Service</b>	<b>(19,629)</b>	<b>590</b>	<b>590</b>	<b>0</b>

**Service Details:**

**Customer and Client Receipts** - This is income received for Legal Services, Commercial Deeds, redemption of mortgage, Market Licences, Sale of Freehold Reversion and Commercial Licences. **Recharge income** - This service is recharged on a time apportionment basis across the Council's services.

**Policy and Communications**
**Corporate Policy and Business Support; Corporate Communications and Marketing**
**SE170; SE190**
**Service Description:**

The Corporate Policy and Business Support Service is responsible for the development and management of the business planning, policy and governance framework for the authority. Functions include strategic planning and programme management; corporate policy development and research; strategic partnerships; performance management and business insight; governance and risk management. The Communications and Marketing Service is designed to help share messages and updates on the Council's work with key audiences including residents, businesses, developers and key partners and stakeholders. The work delivered by this team is external facing and also internally focused to inform staff of key activities. This includes social media management; producing the quarterly issue of the residents magazine, The Chronicle; local, regional, national and trade press media management; organising launch events; promotion of SBC's 120 service areas; overseeing the SBC brand and drafting award submissions.

<b>07</b>	<b>Actual 2020/21 £</b>	<b>Original Budget 2021/22 £</b>	<b>Working Budget 2021/22 £</b>	<b>Original Budget 2022/23 £</b>
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Direct Employee Expenses	508,957	495,260	525,260	477,490
Indirect Employee Expenses	1,183	7,460	7,460	7,410
<b>Premises Related:</b>				
Rents, Rates & Water Services	764	1,350	1,350	1,290
<b>Transport Related:</b>				
Travelling Expenses	7,055	9,490	9,490	9,490
<b>Supplies &amp; Services:</b>				
Equipment, Tools & Materials	13,044	800	800	800
Printing, Stationery & General	36,656	31,250	31,250	30,170
Communications & Computing	(10,181)	2,670	2,670	2,660
Expenses & Allowances	0	440	440	440
Grants & Subscriptions	3,717	1,560	1,560	1,560
Miscellaneous Expenses	24,403	66,120	66,120	66,140
<b>Third Party Payments:</b>				
Consultancy & Agency Fees	13,175	32,860	45,540	14,860
<b>Recharges:</b>				
Support Services	205,405	224,600	224,600	221,880
<b>Capital Charges:</b>	4,849	4,850	4,850	4,850
<b>Total Expenditure</b>	<b>809,026</b>	<b>878,710</b>	<b>921,390</b>	<b>839,040</b>
<b>Income:</b>				
Other Grants & Contributions	(12,994)	0	0	0
Recharge Income	(796,032)	(919,880)	(919,880)	(873,750)
<b>Total Income</b>	<b>(809,026)</b>	<b>(919,880)</b>	<b>(919,880)</b>	<b>(873,750)</b>
<b>Net Cost of Service</b>	<b>0</b>	<b>(41,170)</b>	<b>1,510</b>	<b>(34,710)</b>

**Service Details:**

**Direct Employee Expenses** - 8.8 FTE's staff in total. **Consultants & Agency Fees** - costs for Market Research. **Communications & Computing** - relates to Council service information and promotion, Council Meetings, advertising and communications support to corporate projects. **Recharge Income** - This service is recharged on a time apportionment basis across the Council's services.

**ICT**
**Corporate Systems; DPC; ICT;  
Media Graphic Design; IS; Business Improvement;  
Project Management; Telephony;**
**SE490; SE520; SE521; SE540; SK211; SS10\*; SS11\*; SS120; SS13\*; SS140; SS200; SS251; SS300**
**SERVICE DESCRIPTION:**

IT is part of a shared service between Stevenage Borough Council (SBC) and East Hertfordshire District Council (EHDC) which is hosted by SBC. Other retained services include Business Improvement, GDPR and digital.

<b>08</b>	<b>Actual 2020/21 £</b>	<b>Original Budget 2021/22 £</b>	<b>Working Budget 2021/22 £</b>	<b>Original Budget 2022/23 £</b>
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Direct Employee Expenses	2,252,316	2,361,450	2,444,090	2,432,460
Indirect Employee Expenses	25,587	13,880	16,880	16,910
<b>Transport Related:</b>				
Travelling Expenses	29,016	41,570	41,570	41,570
<b>Supplies &amp; Services:</b>				
Equipment, Tools & Materials	61,037	53,850	124,090	54,290
Printing, Stationery & General	7,294	10,900	10,900	10,900
Communications & Computing	1,892,793	2,089,890	2,117,630	2,089,880
Expenses & Allowances	0	150	150	150
Grants & Subscriptions	7,619	9,070	9,070	9,070
Miscellaneous Expenses	12,712	17,270	17,270	18,860
Bank Charges	32	0	0	0
<b>Third Party Payments:</b>				
Contract Services	24,169	0	0	0
Private Contractors	0	15,460	15,460	15,560
Consultancy & Agency Fees	6,945	22,500	766,750	22,880
<b>Recharges:</b>				
Support Services Recharge	611,971	816,130	816,130	892,810
<b>Capital Charges:</b>				
	245,536	206,640	206,640	206,640
<b>Total Expenditure</b>	<b>5,177,026</b>	<b>5,658,760</b>	<b>6,586,630</b>	<b>5,811,980</b>
<b>Income:</b>				
Other Income Stevenage Leisure Ltd	0	0	0	0
Government Grants	(1,505)	0	0	0
Other Grants & Contributions	(1,580,268)	(1,730,880)	(2,155,240)	(1,670,410)
Fees & Charges	(75,051)	0	0	0
Recharge income	(3,671,375)	(3,868,380)	(3,878,100)	(4,157,030)
<b>Total Income</b>	<b>(5,328,199)</b>	<b>(5,599,260)</b>	<b>(6,033,340)</b>	<b>(5,827,440)</b>
<b>Net Cost of Service</b>	<b>(151,172)</b>	<b>59,500</b>	<b>553,290</b>	<b>(15,460)</b>

**Service Details:**

**Direct Employee Expenses** - 42.8 FTE's staff in total. **Communications & Computing** - costs include Telephone, Printing and Software Licence costs. The 2020/21 budget included approved growth bids. **Recharge Income** - this service is recharged on a user/usage and time apportionment basis across the Council's services. **Contributions** - income is received from East Herts District Council for their share of the IT service. The charging model was updated for 2019/20 and now includes an element of recharges.



**Human Resources & Organisational Development**
**Human Resources; Training & Development;  
Corporate Health & Safety; Graduate Trainees;**
**SE330; SE331; SE340; SE350; SE355**
**Service Description:**

Encompasses Learning and Development, Human Resources (HR) Business Partnering, HR Policy Development, Employee Resourcing, Health &amp; Safety and Graduate Trainees.

<b>09</b>	<b>Actual 2020/21 £</b>	<b>Original Budget 2021/22 £</b>	<b>Working Budget 2021/22 £</b>	<b>Original Budget 2022/23 £</b>
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Direct Employee Expenses	760,478	702,420	738,920	699,310
Indirect Employee Expenses	122,036	99,190	99,190	92,900
<b>Premises Related:</b>				
Rents, Rates & Water Services	1,070	1,180	1,180	1,180
<b>Transport Related:</b>				
Travelling Expenses	13,839	14,570	14,570	14,570
<b>Supplies &amp; Services:</b>				
Equipment, Tools & Materials	1,984	2,110	2,110	2,110
Printing, Stationery & General	2,531	5,990	5,990	5,760
Communications & Computing	26,320	16,220	16,220	16,200
Expenses & Allowances	0	0	0	0
Miscellaneous Expenses	45,732	55,140	55,140	55,020
<b>Third Party Payments:</b>				
Private Contractors	6,668	5,000	2,500	5,000
Consultancy & Agency Fees	65,694	61,770	67,170	61,770
<b>Recharges:</b>				
Support Services	249,664	239,210	239,210	234,960
<b>Total Expenditure</b>	<b>1,296,015</b>	<b>1,202,800</b>	<b>1,242,200</b>	<b>1,188,780</b>
<b>Income:</b>				
Government Grants	(15,500)	0	0	0
Other Grants & Contributions	(1,500)			
Fees & Charges	0	(500)	(500)	(500)
Recharge Income	(1,144,467)	(1,218,580)	(1,218,580)	(1,214,400)
<b>Total Income</b>	<b>(1,161,467)</b>	<b>(1,219,080)</b>	<b>(1,219,080)</b>	<b>(1,214,900)</b>
<b>Net Cost of Service</b>	<b>134,547</b>	<b>(16,280)</b>	<b>23,120</b>	<b>(26,120)</b>

**Service Details:**
**Direct Employee Expenses** - 14.2 FTE's staff in total. **Indirect Employee Expenses** - the reduction in costs reflects savings identified within recruitment advertising and training. **Recharge Income** - This service is recharged on a head count basis across the Council's services.

**Financial and Estates Services**
**Corporate Procurement & Finance Management Team;  
Accountancy; Audit; Cashiers; Exchequer Creditors & Payroll;  
Insurance; Security; Estates**
**SK220; SK260; SK261; SK270; SK280; SK290; SK232; SK250; SK251; SK240; SK271**
**Service Description:**

Finance and Estates Service provides support for; contract procurement and efficiency opportunities for the Council (Corporate Procurement); Production of budgets, budget monitoring, closure of accounts, reconciliation of income, debtors and mortgages, Statutory returns to Central Government (Accountancy). Provision of a payroll service including registering and payment of invoices (Exchequer, Creditors, Payroll); administer the insurance cover and claims (Insurance). Collect and reconcile all payments received by the Council. Production of the Annual Statement of Accounts. Estates service manages the letting/management of the Council's commercial property and carries out the asset review and disposal of any surplus land and or property. The Paralegal team were TUPE transferred back from the Shared Legal Service at the beginning of June 2018. This team carries out the legal administration of sales and purchases of land and buildings and the management of deeds.

10	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Direct Employee Expenses	2,337,424	2,127,850	2,157,850	2,252,880
Indirect Employee Expenses	36,009	20,820	20,820	24,400
<b>Premises Related:</b>				
Rents, Rates & Water Services	11,077	12,280	12,280	12,260
<b>Transport Related:</b>				
Travelling Expenses	33,441	35,710	35,710	35,710
<b>Supplies &amp; Services:</b>				
Equipment, Tools & Materials	3,523	340	340	340
Printing, Stationery & General	4,791	7,810	7,810	7,540
Communications & Computing	21,606	6,060	6,060	6,050
Expenses & Allowances	0	350	350	350
Grants & Subscriptions	21,205	29,120	29,120	29,120
Miscellaneous Expenses	1,777	21,710	21,710	19,040
<b>Third Party Payments:</b>				
Bank Charges	0	0	0	0
Other Local Authorities	213,240	211,910	211,910	215,980
Private Contractors	6,222	9,520	9,520	9,520
Consultancy & Agency Fees	7,064	2,400	32,400	2,400
<b>Recharges:</b>				
Support Services	1,048,040	1,143,210	1,143,210	1,146,980
<b>Capital Charges:</b>	1,781	1,780	1,780	1,780
<b>Total Expenditure</b>	<b>3,747,199</b>	<b>3,630,870</b>	<b>3,690,870</b>	<b>3,764,350</b>
<b>Income:</b>				
Appropriations	0	0	0	0
Other Grants & Contributions	(65,188)	(81,700)	(81,700)	(81,700)
Fees & Charges	(41,855)	(50,000)	(50,000)	(50,000)
Recharge Income	(3,624,149)	(3,530,210)	(3,530,210)	(3,705,460)
<b>Total Income</b>	<b>(3,731,193)</b>	<b>(3,661,910)</b>	<b>(3,661,910)</b>	<b>(3,837,160)</b>
<b>Net Cost of Service</b>	<b>16,007</b>	<b>(31,040)</b>	<b>28,960</b>	<b>(72,810)</b>

**Service Details:**

**Direct Employee Expenses** - 37.54 FTE's staff in total. **Other Local Authorities** - includes payment to Herts County Council for Shared Internal Audit Services (SIAS) and Shared Anti Fraud Service (SAFS). **Recharge Income** - These services are recharged on a time apportionment, usage and head count basis, across the Council's services.

**Revenue, Benefits & Local Taxation**
**Benefits; Council Tax;  
Business Rates**
**SK330; SK350; SK370**
**SERVICE DESCRIPTION :**

Administer the billing, collection and recovery of the Council Tax and Business Rates, through the East Herts/Stevenage Borough Council Revenues and Benefits Partnership. Administer the payment of Housing Benefits, Discretionary Housing Payments and collection of Benefit overpayments.

11	Actual	Original Budget	Working Budget	Original Budget
	2020/21	2021/22	2021/22	2022/23
	£	£	£	£
<b>Expenditure</b>				
<b>Supplies &amp; Services:</b>				
Printing, Stationery & General	1,356	1,320	1,320	1,150
Communications & Computing	13,421	10	10	10
<b>Third Party Payments:</b>				
Revenue & Benefits Contract Payment	1,837,654	1,944,270	1,974,270	1,972,110
<b>Recharges:</b>				
Support Services	236,938	209,580	209,580	199,840
<b>Total Expenditure</b>	<b>2,089,368</b>	<b>2,155,180</b>	<b>2,185,180</b>	<b>2,173,110</b>
<b>Income:</b>				
Government Grants	(232,898)	(80,000)	(80,000)	(80,000)
Recharge Income	(1,856,470)	(2,068,230)	(2,068,230)	(2,064,480)
<b>Total Income</b>	<b>(2,089,369)</b>	<b>(2,148,230)</b>	<b>(2,148,230)</b>	<b>(2,144,480)</b>
<b>Net Cost of Service</b>	<b>(0)</b>	<b>6,950</b>	<b>36,950</b>	<b>28,630</b>

Service Details:

**Revenue & Benefits Contract Payment** - This is the contract payment to East Herts District Council for the shared Revenues and Benefits service.

**Customer Services & Customer Focus**
**SE370, SE372**
**SERVICE DESCRIPTION :**

Customer Services deal with Customer queries through a dedicated Customer Services Centre relating to various Council services including: Housing, Council Tax and Benefits. Customer Focus deal with feedback including Councillor and MP enquiries, compliments, complaints and Ombudsmen enquiries. It is also responsible for access and customer care in the back office service areas and monitoring their service standards.

12	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Direct Employee Expenses	1,124,713	933,800	933,800	894,490
Indirect Employee Expenses	11,372	8,510	8,510	8,620
<b>Transport Related:</b>				
Travelling Expenses	27,375	31,570	31,570	31,570
<b>Supplies &amp; Services:</b>				
Equipment, Tools & Materials	7,776	2,200	2,200	2,200
Clothing, Uniforms & Laundry	390	1,000	1,000	1,000
Printing, Stationery & General	2,617	3,100	3,100	2,760
Communications & Computing	9,146	46,870	46,870	17,750
Grants & Subscriptions	5,111	0	18,000	0
Miscellaneous Expenses	9,874	18,350	18,350	18,990
<b>Recharges:</b>				
Support Services	471,827	519,760	519,760	548,410
<b>Total Expenditure</b>	<b>1,670,201</b>	<b>1,565,160</b>	<b>1,583,160</b>	<b>1,525,790</b>
<b>Income:</b>				
Fees & Charges	0	0	0	0
Recharge Income	(1,670,201)	(1,565,640)	(1,565,640)	(1,522,980)
<b>Total Income</b>	<b>(1,670,201)</b>	<b>(1,565,640)</b>	<b>(1,565,640)</b>	<b>(1,522,980)</b>
<b>Net Cost of Service</b>	<b>0</b>	<b>(480)</b>	<b>17,520</b>	<b>2,810</b>

**Service Details:**

**Direct Employee Expenses** - 27.7 FTE's in total. Through the combination of introducing digital solutions to replace more resource intensive solutions, merging the Customer Services and Customer Focus teams together, and reducing Customer Services opening times, delivered a saving of £170k in 21/22 with a further saving of £105k in 22/23. **Communications** - The call centre has over 170,000 interactions with the public each year.

**Recharge Income** - This service is recharged on a calls allocation basis across the Council's services.

As at quarter three of 2021/22 the performance from customers closed on time was 64.34% and enquiries from our MP and Members closed on time was 81.64%. The number of complaints received from customers up until the end of December 2022 was 1,276. The highest number of complaints received are in respect of Council Home Repairs and Resident & Estate Services (previously called Tenancy Services, but includes Leasehold Services).

### Stevenage Direct Services (SDS)

Street Scene (Graffiti); Refuse (Trade Waste; Skips; Junks);  
Vehicle Repairs; CCTV Partnership

TJ\*\*\*, TV110, DA\*\*\*, DC\*\*\*, DE\*\*\*, DS\*\*\*

#### Service Description:

Expenditure and income relating to Stevenage Direct Services (SDS). SDS covers Street Scene (Street Cleansing & Grounds Maintenance), Refuse Collection & Recycling, Maintenance and management of the Council's fleet of vehicles.

01	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Direct Employee Expenses	802,261	843,160	758,010	838,940
Indirect Employee Expenses	6,302	3,450	15,080	8,050
<b>Premises Related:</b>				
Repairs & Maintenance Of Buildings	33,828	22,060	22,060	78,040
Grounds Maintenance	72,955	63,110	63,110	63,110
Energy Costs	53,326	65,400	65,400	77,660
Rents, Rates & Water Services	152,922	152,990	152,990	152,980
Fixtures & Fittings	3,110	3,400	3,400	3,410
Cleaning & Domestic Supplies	526	1,010	1,310	1,010
Apportionment Of Operational Buildings	93,648	112,720	112,720	130,180
Premises Insurance	5,213	5,310	5,310	6,010
<b>Transport Related:</b>				
Fleet Vehicle Recharges	148,219	127,040	130,140	136,370
Hire Of Vehicles	0	0	0	0
Travelling Expenses	2,134	2,640	2,640	2,640
<b>Supplies &amp; Services:</b>				
Equipment, Tools & Materials	350,918	326,990	328,490	329,820
Catering	1,975	1,800	1,800	1,800
Clothing, Uniforms & Laundry	5,923	2,770	4,710	2,770
Printing, Stationery & General	1,653	1,300	1,300	1,300
Communications & Computing	31,573	18,050	18,050	19,940
Expenses & Allowances	0	0	0	0
Grants & Subscriptions	7,598	6,430	6,430	6,430
Miscellaneous Expenses	6,831	5,520	4,890	12,890
<b>Third Party Payments:</b>				
Contract Services	74,572	47,280	47,280	139,130
Private Contractors	424,852	422,390	422,390	394,950
Consultancy & Agency Fees	371,785	421,180	328,370	378,170
<b>Recharges:</b>				
Support Services	272,237	261,780	261,780	280,560
Environmental Services	0	0	0	0
Contract Services Recharge	262,812	339,400	339,400	306,050
<b>Capital Charges:</b>				
Capital Charges	66,964	74,620	74,620	74,620
<b>Total Expenditure</b>	<b>3,254,137</b>	<b>3,331,800</b>	<b>3,171,680</b>	<b>3,446,830</b>
<b>Income:</b>				
Other Contributions & Donations	(316,679)	(312,770)	(332,620)	(316,330)
Fees & Charges	(1,041,029)	(1,268,190)	(1,200,520)	(1,279,210)
Recharge Income	(1,895,984)	(1,787,280)	(1,808,780)	(1,893,040)
	<b>(3,253,692)</b>	<b>(3,368,240)</b>	<b>(3,341,920)</b>	<b>(3,488,580)</b>
<b>Net Cost of Service</b>	<b>445</b>	<b>(36,440)</b>	<b>(170,240)</b>	<b>(41,750)</b>

#### Service Details:

SDS employs some 118 members of staff as at December 2020, and its activities include the following :

- Collection of refuse approximately 19,200 tonnes, 6,000 tonnes of mixed recycling and 6,300 tonnes of green waste that goes direct to composting.
- Collection of street cleansing approximately 2,440 tonnes (includes recycling of street sweepings).
- Cutting 4.7 million square metres of grassland and 40 miles of hedging, maintenance of 32,000 street trees and 150 hectares of woodland.
- Pruning of over 300,000 square metres of shrub beds, as well as maintaining bi-annual floral displays and baskets.
- Regular maintenance of the Town's two Cemeteries, Allotments, Fairland's Valley Park and play areas and .
- Maintenance of nine parks, athletics track, stadium, park pavilions, 33 football pitches, one rugby pitch and three bowling greens.
- Maintenance, repair and management of the Council's vehicle fleet.

These cost centres are part of the coding rationalisation and fluctuations on individual lines are offset on "E" codes within Environmental Services.

# HOUSING REVENUE ACCOUNT (HRA) STATISTICS

## HOUSING REVENUE ACCOUNT PROPERTIES

Flats	<b>2758</b>	Stock as at 1 April 2021
Houses	<b>4685</b>	
Bungalows	<b>437</b>	
Maisonettes	<b>98</b>	
Total Number of HRA Properties	<b>7978</b>	
Open Market Acquisitions Apr-Jan '21	<b>10</b>	
Buy Backs Apr-Jan '21	<b>0</b>	
New Build Schemes	<b>0</b>	
Demolished	<b>0</b>	
Right to buys Apr-Jan '21	<b>(27)</b>	
	<b>7961</b>	Stock as at 31 January 2022

## RIGHT TO BUY 2021/22

Flats /Maisonsttes	<b>8</b>	
Houses	<b>19</b>	
Total sales	<b>27</b>	Actuals as at 31Jan 2022
Estimated Sales for 2022/23	<b>35</b>	

## AVERAGE WEEKLY SOCIAL RENT FOR 2021/22 & 2022/23 (52 WEEK)

	2021/22*		2022/23	
	Average Rent	Average Service Charge	Average Rent	Average Service Charge
	£	£	£	£
2 Bedroom House	<b>101.01</b>	<b>0.02</b>	<b>105.15</b>	<b>0.02</b>
3 Bedroom House	<b>110.19</b>	<b>0.01</b>	<b>114.70</b>	<b>0.01</b>
4 Bedroom House	<b>121.49</b>	<b>0.01</b>	<b>126.47</b>	<b>0.01</b>
5 Bedroom House	<b>127.84</b>	<b>0.00</b>	<b>133.08</b>	<b>0.00</b>
6 Bedroom House	<b>136.24</b>	<b>0.00</b>	<b>141.83</b>	<b>0.00</b>
Studio Flat	<b>70.24</b>	<b>5.87</b>	<b>73.12</b>	<b>6.26</b>
1 Bedroom Flat	<b>82.45</b>	<b>6.81</b>	<b>85.83</b>	<b>7.28</b>
2 Bedroom Flat	<b>95.29</b>	<b>8.02</b>	<b>99.20</b>	<b>8.60</b>
3 Bedroom Flat	<b>102.74</b>	<b>9.17</b>	<b>106.96</b>	<b>9.71</b>
1 Bedroom Bungalow	<b>90.40</b>	<b>0.14</b>	<b>94.11</b>	<b>0.15</b>
2 Bedroom Bungalow	<b>104.47</b>	<b>0.00</b>	<b>108.76</b>	<b>0.00</b>
3 Bedroom Bungalow	<b>112.25</b>	<b>0.00</b>	<b>116.86</b>	<b>0.00</b>
2 Bedroom Maisonette	<b>90.44</b>	<b>11.27</b>	<b>94.15</b>	<b>11.88</b>
3 Bedroom Maisonette	<b>102.17</b>	<b>4.59</b>	<b>106.36</b>	<b>4.96</b>

\* Rents restated for current properties

## REPAIRS & MAINTENANCE 2022/23

	<b>£</b>	
Responsive Repairs	<b>5,827,430</b>	Estimated total for 2022/23
Planned Maintenance	<b>2,526,850</b>	Estimated total for 2022/23

	<b>Actual 2020/21 £</b>	<b>Original Budget 2021/22 £</b>	<b>Working Budget 2021/22 £</b>	<b>Original Budget 2022/23 £</b>
<b>Summary of Expenditure</b>				
Supervision and Management	11,599,175	9,286,050	9,505,370	10,084,870
Special Services	4,609,251	5,090,240	5,387,180	5,235,580
Rent, Rates, Taxes and Other Charges	516,898	539,430	539,700	548,990
Repairs and Maintenance <sup>(1)</sup>	6,039,327	7,594,610	8,560,140	8,354,280
Corporate and Democratic Costs	1,056,360	1,085,810	1,085,810	1,106,780
Contribution to the Bad Debt Provision	370,103	224,220	224,220	224,220
<b>Total Expenditure</b>	<b>24,191,114</b>	<b>23,820,360</b>	<b>25,302,420</b>	<b>25,554,720</b>
<b>Summary of Income</b>				
<b>Rental Income:</b>				
Dwelling Rents	(40,095,788)	(40,891,590)	(40,589,520)	(43,020,770)
Non Dwelling Rents	(90,621)	(91,640)	(91,640)	(92,120)
	(40,186,409)	(40,983,230)	(40,681,160)	(43,112,890)
Charges for Services & Facilities - Tenants	(2,270,023)	(2,282,150)	(2,282,150)	(2,485,700)
Leaseholder Service Charges	(885,760)	(975,920)	(975,920)	(895,850)
Contributions Towards Expenditure	(255,436)	(346,400)	(346,400)	(346,800)
Reimbursement of Costs	(301,378)	(345,540)	(345,540)	(345,540)
Recharge Income (GF & Capital)	(1,867,358)	(2,029,100)	(2,029,100)	(2,374,980)
<b>Total Income</b>	<b>(45,766,364)</b>	<b>(46,962,340)</b>	<b>(46,660,270)</b>	<b>(49,561,760)</b>
Depreciation	11,900,417	11,484,000	11,484,000	11,900,420
Impairment/Loss on Revaluation	0	0	0	0
Interest Payable	6,931,794	7,800,270	7,489,020	8,277,040
Interest Receivable	(302,604)	(221,510)	(250,940)	(330,380)
<b>Net (Surplus)/Deficit For Year</b>	<b>(3,045,643)</b>	<b>(4,079,220)</b>	<b>(2,635,770)</b>	<b>(4,159,960)</b>
<b>Appropriations:</b>				
Revenue Contribution to Capital Outlay	0	1,359,260	1,359,260	2,203,760
Pension Reversal	(239,220)	0	0	0
Transfer to Interest Rate Fluctuation Reserve	(2,290,000)	0	0	0
<b>Housing Revenue Account Balance</b>				
<b>Net Expenditure/(Income) for Year</b>	<b>(5,574,863)</b>	<b>(2,719,960)</b>	<b>(1,276,510)</b>	<b>(1,956,200)</b>
<b>Balance B/Fwd 1 April</b>	<b>(21,302,059)</b>	<b>(26,876,922)</b>	<b>(26,876,922)</b>	<b>(28,153,432)</b>
<b>HRA Balance C/Fwd 31 March</b>	<b>(26,876,922)</b>	<b>(29,596,882)</b>	<b>(28,153,432)</b>	<b>(30,109,632)</b>

**SERVICE DETAILS:**

In 2012/13 the HRA became a self financing account and the housing subsidy system ceased. This change allows all future revenues to be available to be spent locally with the exception of the pooled element of Right to Buy sales.

<sup>(1)</sup> Repairs and maintenance costs only. All management costs are included in the Supervision and Management line.

	<b>Actual 2020/21 £</b>	<b>Original Budget 2021/22 £</b>	<b>Working Budget 2021/22 £</b>	<b>Original Budget 2022/23 £</b>
<b>Summary of Net Expenditure</b>				
Income	(40,083,822)	(41,013,730)	(40,729,840)	(42,933,720)
Tenancy Services	1,273,544	1,290,960	1,200,970	1,222,140
Income Maximisation	1,701,576	1,484,230	1,484,230	1,612,640
Anti-Social Behaviour	210,886	205,590	205,590	220,230
Resident Involvement	121,113	148,310	148,310	139,930
Home Ownership	18,061	(22,800)	(22,800)	(23,310)
Concessionary Gardens & Trees	55,840	51,000	51,000	51,000
Sheltered Schemes	1,666,470	2,020,840	2,303,220	1,886,870
Flats	(127,787)	(286,670)	(257,110)	(189,120)
Homelessness	(478,388)	(307,540)	(289,360)	(461,240)
Housing Development	296,685	356,590	419,050	381,340
Planned Repairs	2,209,869	3,431,160	4,229,090	3,982,700
Responsive Repairs	5,207,313	5,289,270	5,559,570	5,719,540
Gas Maintenance & Legionella	1,204,120	1,211,400	1,196,400	1,247,450
Environmental Repairs	15,026	830	830	(5,300)
Caretaking	0	0	0	0
Senior Management Team & Support	344,846	576,160	735,810	542,840
Central Administration Team	5,389	1,030	530	22,040
Information Technology	(783)	10	10	68,820
Customer Services Divisional Support	155,868	2,380	2,380	0
Central Recharges	16,338,898	13,903,000	13,903,270	14,408,530
Net Operating Expenditure	6,629,190	7,578,760	7,238,080	7,946,660
Appropriations	(2,290,000)	1,359,260	1,359,260	2,203,760
<b>Total Cost of Portfolio</b>	<b>(5,526,086)</b>	<b>(2,719,960)</b>	<b>(1,261,510)</b>	<b>(1,956,200)</b>



**INCOME**

**HC110**

**SERVICE DESCRIPTION:**

Income to the HRA is derived from various sources, the bulk of which is from dwelling rents. Other sources include non dwelling rents like leased property assets, charges for services and facilities provided to tenants, service charges on leasehold properties, grant for supporting people expenditure, commission on the collection of water charges. Income collection has been affected by the Covid Pandemic and changes in legislation such as the ability to apply for evictions.

01	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Income:</b>				
<b>Rental Income</b>				
Dwelling Rents	(39,405,958)	(40,303,440)	(40,019,550)	(42,222,950)
Non-Dwelling Rents	(90,621)	(91,640)	(91,640)	(92,120)
<b>Other Grants and Contributions</b>				
Other Grants & Contributions	(446)	(36,500)	(36,500)	(36,500)
Supporting People Self Funded Charges	(75,727)	(40,000)	(40,000)	(40,000)
Water Charges Commission	(301,378)	(300,040)	(300,040)	(300,040)
Heating Charges to Tenants	(209,692)	(242,110)	(242,110)	(242,110)
<b>TOTAL INCOME</b>	<b>(40,083,822)</b>	<b>(41,013,730)</b>	<b>(40,729,840)</b>	<b>(42,933,720)</b>

**SERVICE DETAILS:**

The rental income for 2022/23 reflects an increase, week commencing 1 April 2022 of 4.1% an average increase of £4.06 for social rents and £6.60 for affordable rents and £4.74 for Low Start Shared Ownership homes per week. This has been calculated using the rent formula, CPI +1% in line with the governments rent policy, and a predicted 0.79% void rate.

## TENANCY SERVICES

## TENANCY SERVICES, ALLOCATIONS &amp; HOUSING REGISTER

na  
**HA111, HA112**
**SERVICE DESCRIPTION:**

Management of 7,978 council homes (as at 01 April 2022), with 84 in shared ownership, including the allocation and letting service using choice based lettings, which enables Registered Providers to advertise their properties to residents in Stevenage.

02	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Direct Employee Expenses	764,723	743,390	653,400	711,010
Indirect Employee Expenses	6,183	5,200	5,200	4,460
<b>Premises Related:</b>				
Rents, Rates & Water Services	90,104	57,140	57,140	57,140
Premises Insurance	294	350	350	350
<b>Transport Related:</b>				
Travelling Expenses	15,981	16,450	16,450	16,450
<b>Supplies &amp; Services:</b>				
Equipment, Tools & Materials	729	0	0	0
Printing, Stationery & General	19,933	720	720	720
Communications & Computing	20,645	8,380	8,380	8,350
Miscellaneous Expenses	58,967	62,550	62,550	61,790
<b>Third Party Payments:</b>				
Contract Services	10,174	22,670	22,670	22,670
Private Contractors	8,107	0	0	0
Consultancy & Agency Fees	25,993	49,850	49,850	49,850
<b>Recharges:</b>				
Support Services	658,721	647,200	647,200	612,290
<b>Total Expenditure</b>	<b>1,680,554</b>	<b>1,613,900</b>	<b>1,523,910</b>	<b>1,545,080</b>
<b>Income:</b>				
Other Income	(45,231)	0	0	0
<b>Recharges:</b>				
Recharge Income HRA	(314,780)	(280,990)	(280,990)	(280,990)
Recharge Income GF & Capital	(47,000)	(41,950)	(41,950)	(41,950)
<b>Total Income</b>	<b>(407,011)</b>	<b>(322,940)</b>	<b>(322,940)</b>	<b>(322,940)</b>
<b>Net Cost of Service</b>	<b>1,273,544</b>	<b>1,290,960</b>	<b>1,200,970</b>	<b>1,222,140</b>

**SERVICE DETAILS:**

**Direct Employee Expenses** - The 2022/23 budget is for 14.5 FTE within this service.

**Rents, Rates & Water Services** - The Council Tax on empty properties has been moved to Supported Housing and Homelessness where the costs are incurred.

**Support Services** - Recharges for support services include office accommodation, IT, customer services centre, legal, finance, tenancy divisional support.

**Other Income** - admin fees from RTB sales are shown under the Home Ownership section.

**Recharge Income HRA** - Staff time spent on managing Empty Homes is charged to Responsive Repairs.

**Recharge Income General Fund & Capital** - Staff time managing the housing register is charged to the General Fund.

**INCOME MAXIMISATION**
**HA115**
**SERVICE DESCRIPTION:**

The collection of rent and service charges and management of debt in respect of current and former tenants and leaseholders. Additional posts have been included for the first seven months of 2022/23 in order to manage the arrears cases that arose during the Covid 19 Pandemic.

<b>03</b>	<b>Actual 2020/21 £</b>	<b>Original Budget 2021/22 £</b>	<b>Working Budget 2021/22 £</b>	<b>Original Budget 2022/23 £</b>
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Direct Employee Expenses	678,233	665,290	665,290	812,570
Indirect Employee Expenses	7,966	4,200	4,200	4,320
<b>Premises Related:</b>				
Rents, Rates & Water Services	3,717	3,060	3,060	3,060
<b>Transport Related:</b>				
Travelling Expenses	9,654	12,540	12,540	12,540
<b>Supplies &amp; Services:</b>				
Equipment, Tools & Materials	4,270	200	200	200
Printing, Stationery & General	26,286	19,200	19,200	19,200
Communications & Computing	23,385	13,950	13,950	13,930
Grants & Subscriptions	0	0	0	0
Miscellaneous Expenses	34,630	50,240	50,240	50,750
Contributions to Provisions	370,103	224,220	224,220	224,220
<b>Third Party Payments:</b>				
Private Contractors	216	0	0	0
Consultancy & Agency Fees	37,262	1,500	1,500	1,500
<b>Recharges:</b>				
Support Services	518,373	502,630	502,630	483,150
<b>Total Expenditure</b>	<b>1,714,096</b>	<b>1,497,030</b>	<b>1,497,030</b>	<b>1,625,440</b>
<b>Recharges:</b>				
Recharge Income GF & Capital	(12,520)	(12,800)	(12,800)	(12,800)
<b>Total Income</b>	<b>(12,520)</b>	<b>(12,800)</b>	<b>(12,800)</b>	<b>(12,800)</b>
<b>Net Cost of Service</b>	<b>1,701,576</b>	<b>1,484,230</b>	<b>1,484,230</b>	<b>1,612,640</b>

**SERVICE DETAILS:**

**Direct Employee Expenses** - The 2022/23 budget is for 14 FTE within this service.

**Contributions to Provisions** - The bad debt provision has been projected to allow for the estimated level of arrears in next year and assumes that the additional staff resource will reduce the overall arrears in year.

**Support Services** - Recharges for support services include office accommodation, IT, customer services centre, finance, and tenancy divisional support.

**Recharge Income** - The recharge for the production of leaseholder and General Fund garage statements is shown here.

**ANTI-SOCIAL BEHAVIOUR**
**HA117, HA118**
**SERVICE DESCRIPTION:**

This account shows the proportion of anti social behaviour costs relating to the HRA and it is mainly comprised of recharges from the General Fund, where the team is accounted for.

<b>04</b>	<b>Actual 2020/21 £</b>	<b>Original Budget 2021/22 £</b>	<b>Working Budget 2021/22 £</b>	<b>Original Budget 2022/23 £</b>
<b>Expenditure</b>				
<b>Supplies &amp; Services:</b>				
Equipment, Tools & Materials	50	0	0	0
Communications & Computing	580	420	420	420
Miscellaneous Expenses	301	0	0	0
<b>Recharges:</b>				
Support Services	210,256	213,170	213,170	227,810
<b>Total Expenditure</b>	<b>211,186</b>	<b>213,590</b>	<b>213,590</b>	<b>228,230</b>
<b>Income:</b>				
Other Grants & Contributions	0	(8,000)	(8,000)	(8,000)
Fees & Charges	(300)	0	0	0
<b>Total Income</b>	<b>(300)</b>	<b>(8,000)</b>	<b>(8,000)</b>	<b>(8,000)</b>
<b>Net Cost of Service</b>	<b>210,886</b>	<b>205,590</b>	<b>205,590</b>	<b>220,230</b>

**SERVICE DETAILS:**

The anti social behaviour team is no longer provided from within the HRA. The majority of budgets have been moved to the General Fund and a recharge for HRA work has been included in the budgets.

**RESIDENT INVOLVEMENT**

**HA210**

**SERVICE DESCRIPTION:**

This account represents the cost of empowering tenants and leaseholders, ensuring they are offered a wide range of ways to get involved in decision making regarding housing services. The team is now based in the General Fund and a recharge made to the HRA to recover the relevant costs.

<b>05</b>	<b>Actual 2020/21 £</b>	<b>Original Budget 2021/22 £</b>	<b>Working Budget 2021/22 £</b>	<b>Original Budget 2022/23 £</b>
<b>Expenditure</b>				
<b>Supplies &amp; Services:</b>				
Communications & Computing	62	0	0	0
Miscellaneous Expenses	114	0	0	0
<b>Recharges:</b>				
Support Services	120,938	148,310	148,310	139,930
<b>Total Expenditure</b>	<b>121,113</b>	<b>148,310</b>	<b>148,310</b>	<b>139,930</b>
<b>Net Cost of Service</b>	<b>121,113</b>	<b>148,310</b>	<b>148,310</b>	<b>139,930</b>

**SERVICE DETAILS:**

The HRA is no longer directly managing this service and receives a recharge from the General Fund for these activity costs.

**HOME OWNERSHIP**
**HA114**
**SERVICE DESCRIPTION:**

The majority of costs relating to managing the leasehold service and Right to Buy applications have been split between the tenancy management and income maximisation teams. However some residual costs and incomes are still shown on this account.

06	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Direct Employee Expenses	858	0	0	0
Indirect Employee Expenses	48	0	0	0
<b>Transport Related:</b>				
Travelling Expenses	0	1,020	1,020	1,020
<b>Supplies &amp; Services:</b>				
Printing, Stationery & General	0	3,670	3,670	3,670
Communications & Computing	(853)	0	0	0
Miscellaneous Expenses	2,891	5,000	5,000	5,000
<b>Third Party Payments:</b>				
Private Contractors	3,750	9,000	9,000	9,000
Consultancy & Agency Fees	0	3,500	3,500	3,500
<b>Recharges:</b>				
Support Services	11,366	510	510	0
<b>Total Expenditure</b>	<b>18,061</b>	<b>22,700</b>	<b>22,700</b>	<b>22,190</b>
<b>Income:</b>				
Fees & Charges	0	(45,500)	(45,500)	(45,500)
<b>Total Income</b>	<b>0</b>	<b>(45,500)</b>	<b>(45,500)</b>	<b>(45,500)</b>
<b>Net Cost of Service</b>	<b>18,061</b>	<b>(22,800)</b>	<b>(22,800)</b>	<b>(23,310)</b>

**SERVICE DETAILS:**

**Fees & Charges** - This reflects the Government specified right to buy sale administration allowance of £1,300 per unit for right to buy sales.

**CONCESSIONARY GARDENS & TREES**
**HD110**
**SERVICE DESCRIPTION:**

This service provides assistance, in exceptional circumstances, to vulnerable tenants with garden maintenance issues.

<b>07</b>	<b>Actual 2020/21 £</b>	<b>Original Budget 2021/22 £</b>	<b>Working Budget 2021/22 £</b>	<b>Original Budget 2022/23 £</b>
<b>Expenditure</b>				
<b>Premises Related:</b>				
Routine Maintenance	1,456	0	0	0
Grounds Maintenance	55,088	51,000	51,000	51,000
<b>Total Expenditure</b>	<b>56,544</b>	<b>51,000</b>	<b>51,000</b>	<b>51,000</b>
<b>Income:</b>				
Other Income	(380)	0	0	0
Other Grants & Contributions	(323)	0	0	0
<b>Net Cost of Service</b>	<b>55,840</b>	<b>51,000</b>	<b>51,000</b>	<b>51,000</b>

**SERVICE DETAILS:**
**Grounds Maintenance** - This account now includes a single recharge budget for the actual costs of the work.

**SUPPORTED HOUSING**
**HG\*\*\*\***
**SERVICE DESCRIPTION:**

This team provides housing support to approximately 1,600 people living in Council sheltered and flexi care schemes, through community support and Careline alarm services. Sheltered schemes provide additional services to support tenants to live independently and for which a charge is made. Communal costs are also subject to a separate service charge, such as cleaning of shared areas. Additional Covid related posts have been included in the budget for the first seven months of the 2022/23. This will be reviewed in line with the operational requirements and regulations required during the year.

08	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Direct Employee Expenses	1,622,020	1,637,390	1,637,390	1,841,420
Indirect Employee Expenses	13,408	13,440	13,440	14,120
<b>Premises Related:</b>				
Repairs & Maintenance of Buildings	165,262	173,990	173,490	175,200
Energy Costs	263,672	287,640	287,640	344,550
Rents, Rates & Water Services	85,624	41,930	41,930	41,930
Cleaning & Domestic Supplies	1,434	21,450	21,450	21,870
Premises Insurance	9,926	10,610	10,610	11,520
<b>Transport Related:</b>				
Travelling Expenses	45,829	37,510	37,560	37,510
<b>Supplies &amp; Services:</b>				
Equipment, Tools & Materials	8,807	22,320	22,820	22,820
Clothing, Uniforms & Laundry	2,013	2,330	2,330	2,330
Printing, Stationery & General	4,179	0	0	0
Communications & Computing	39,367	27,660	27,700	37,000
Expenses & Allowances	0	50	0	0
Miscellaneous Expenses	43,592	363,310	645,650	35,360
<b>Third Party Payments:</b>				
Contract Services	6,527	5,000	5,000	5,000
Other Local Authorities	39,765	60,540	60,540	60,540
Private Contractors	663	880	880	880
<b>Recharges:</b>				
Support Services	331,221	410,480	410,480	446,980
<b>Total Expenditure</b>	<b>2,683,308</b>	<b>3,116,530</b>	<b>3,398,910</b>	<b>3,099,030</b>
<b>Income:</b>				
Supporting People Grant	(47,416)	(49,100)	(49,100)	(49,100)
Fees & Charges	(901,641)	(1,046,590)	(1,046,590)	(1,163,060)
Other Grants & Contributions	(67,780)	0	0	0
<b>Total Income</b>	<b>(1,016,838)</b>	<b>(1,095,690)</b>	<b>(1,095,690)</b>	<b>(1,212,160)</b>
<b>Net Cost of Service</b>	<b>1,666,470</b>	<b>2,020,840</b>	<b>2,303,220</b>	<b>1,886,870</b>

**SERVICE DETAILS:**

**Direct Employee Expenses** - The 2022/23 budget is for 40.95 FTEs within this service, most of which are scheme based with some mobile support.

**Rents, Rates & Water Services** - This now includes Council Tax on empty properties to reflect where the costs are incurred.

**Supporting People Grant** - The grant has been moved to Supported Housing from Income to more accurately reflect the income for the service.

**Support Services** - Recharges for support services include office accommodation, IT, customer services centre and finance. An exceptional budget for decanting costs, included in the miscellaneous expenses line for the Kenilworth scheme, has been returned to normal operational requirements.

**Fees and Charges** - Income includes service charges such as electricity and gas, care lines and communal repairs.



**FLATS**
**FLATS AND CARETAKING**
**HJ\*\*\***
**SERVICE DESCRIPTION:**

This service manages approximately 2,856 flats and 1,389 leaseholder properties, the latter have been bought from the Council under the Right to Buy scheme and are now privately owned. The leaseholders and tenants pay a service charge for their share of the costs of services received such as caretaking, window cleaning, repairs and maintenance of communal areas. The frequency of caretaking visits are dependant on the needs of each block.

09	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Direct Employee Expenses	401,682	347,850	375,290	366,700
Indirect Employee Expenses	4,849	3,930	3,930	4,030
<b>Premises Related:</b>				
Repairs & Maintenance of Buildings	321,100	346,020	361,020	352,730
Grounds Maintenance	0	2,370	750	2,370
Energy Costs	283,664	282,520	282,520	333,490
Rents, Rates & Water Services	31	750	750	750
Cleaning & Domestic Supplies	5,683	22,210	6,150	22,260
Premises Insurance	165,705	170,570	170,570	175,730
<b>Transport Related:</b>				
Fleet Vehicle Recharges	25,419	28,720	28,720	29,840
Travelling Expenses	1,773	3,680	2,480	3,680
<b>Supplies &amp; Services:</b>				
Equipment, Tools & Materials	10,989	7,750	14,250	7,750
Clothing, Uniforms & Laundry	436	3,000	3,000	3,000
Printing, Stationery & General	0	0	0	0
Communications & Computing	9,466	6,720	6,720	9,220
Grants & Subscriptions	405	1,000	500	1,000
Miscellaneous Expenses	57,946	20,880	20,880	21,760
<b>Third Party Payments:</b>				
Contract Services	2,722	3,530	3,530	2,710
Private Contractors	0	0	0	0
<b>Recharges:</b>				
Support Services	246,007	231,760	231,760	250,450
<b>Total Expenditure</b>	<b>1,537,878</b>	<b>1,483,260</b>	<b>1,512,820</b>	<b>1,587,470</b>
<b>Income:</b>				
Service Charges - Tenants	(777,913)	(771,450)	(771,450)	(858,030)
Service Charges - Leaseholders	(885,760)	(975,920)	(975,920)	(895,850)
Fees & Charges	(1,991)	(8,450)	(8,450)	(8,600)
Other Income	0	(14,110)	(14,110)	(14,110)
<b>Total Income</b>	<b>(1,665,665)</b>	<b>(1,769,930)</b>	<b>(1,769,930)</b>	<b>(1,776,590)</b>
<b>Net Cost of Service</b>	<b>(127,787)</b>	<b>(286,670)</b>	<b>(257,110)</b>	<b>(189,120)</b>

**SERVICE DETAILS:**

**Direct Employee Expenses** - The 2022/23 budget is for 13.4 FTE within this service.

**Service Charges - Tenants** - The 2022/23 tenants service charges are calculated to recover actual costs and no capping has been applied.

**Support Services** - Recharges for support services include office accommodation, IT, personnel, policy, health and safety, media and communications, finance

**HOMELESSNESS**
**HOMELESSNESS, TENANCY SUSTAINMENT AND WELFARE RIGHTS**
**HL \*\*\***
**SERVICE DESCRIPTION:**

The tenancy support team manages the Council's emergency and temporary accommodation for homeless families. It provides support for homeless families, new and existing tenants and young adults leaving the care system to prevent tenancy failure. The team also manages housing benefit and debt advice, and financial inclusion. During 2021/22, as the Pandemic continued, this team have supported those in Bed and Breakfast and Temporary accommodation and additional resources have been sourced to deliver this service.

	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Direct Employee Expenses	216,423	244,760	244,760	279,700
Indirect Employee Expenses	2,268	1,680	1,680	2,020
<b>Premises Related:</b>				
Repairs & Maintenance of Buildings	24,893	22,250	22,250	22,400
Energy Costs	63,653	56,100	56,100	68,260
Rents, Rates & Water Services	30,263	27,220	27,220	27,220
Cleaning & Domestic Supplies	1,217	3,290	3,290	3,330
Premises Insurance	282	290	290	310
<b>Transport Related:</b>				
Travelling Expenses	7,587	8,260	8,260	8,260
<b>Supplies &amp; Services:</b>				
Equipment, Tools & Materials	22,470	19,450	19,450	19,450
Communications & Computing	6,639	2,720	2,720	3,270
Miscellaneous Expenses	6,502	3,790	3,790	4,450
<b>Third Party Payments:</b>				
Private Contractors	63	300	300	300
Consultancy & Agency Fees	0	29,150	29,150	29,150
<b>Recharges:</b>				
Support Services	125,127	125,060	125,060	132,520
<b>Total Expenditure</b>	<b>507,386</b>	<b>544,320</b>	<b>544,320</b>	<b>600,640</b>
<b>Income:</b>				
Dwelling Rents	(677,422)	(588,150)	(569,970)	(797,820)
Supporting People Grant	(82,986)	(86,180)	(86,180)	(86,180)
Service Charges	(18,223)	(17,320)	(17,320)	(17,320)
Fees & Charges	(107,882)	(60,950)	(60,950)	(61,300)
<b>Recharges:</b>				
Recharge Income GF & Capital	(99,260)	(99,260)	(99,260)	(99,260)
<b>Total Income</b>	<b>(985,774)</b>	<b>(851,860)</b>	<b>(833,680)</b>	<b>(1,061,880)</b>
<b>Net Cost of Service</b>	<b>(478,388)</b>	<b>(307,540)</b>	<b>(289,360)</b>	<b>(461,240)</b>

**SERVICE DETAILS:**

Properties are designated between emergency and temporary accommodation based on service need. During 2021/22 the use of General purpose properties for temporary accommodation has continued to increase to meet homelessness presentations. Projections for the following year have assumed lowering levels of demand, but still well above pre pandemic presentations. This service has been under a large amount of pressure during the Covid pandemic.

**Direct Employee Expenses** - The 2022/23 budget is for 7.0 FTE within this service.

**Support Services** - Recharges for support services include office accommodation, IT, personnel, policy, health and safety, media and communications, finance.

**Supporting People Grant** - The grant is now included in the cost of Homelessness to more accurately reflect the income for the service.

**Recharge income** - Staff time spent on non HRA housing services are recharged to the General Fund.

**HOUSING DEVELOPMENT**
**HB850**
**SERVICE DESCRIPTION:**

The Development Team is primarily involved in developing a pipeline and programme of new build housing developments for the Council's ownership. The work includes identifying assets and land opportunities for new build schemes and then taking these proposals through the development design process and project managing the schemes whilst they are on site.

11	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Direct Employee Expenses	314,107	397,230	397,230	442,960
Indirect Employee Expenses	1,694	2,240	2,240	2,020
<b>Premises Related:</b>				
Rents, Rates & Water Services	13,750	7,530	7,530	7,530
<b>Transport Related:</b>				
Travelling Expenses	4,305	4,130	4,130	4,130
<b>Supplies &amp; Services:</b>				
Clothing, Uniforms & Laundry	30	0	0	0
Printing, Stationery & General	1	400	400	400
Communications & Computing	1,172	120	120	120
Expenses & Allowances	0	70	70	70
Miscellaneous Expenses	2,079	9,170	9,170	8,980
<b>Third Party Payments:</b>				
Consultancy & Agency Fees	6,600	0	62,460	0
<b>Recharges:</b>				
Support Services	138,423	254,540	254,540	252,120
<b>Total Expenditure</b>	<b>482,161</b>	<b>675,430</b>	<b>737,890</b>	<b>718,330</b>
<b>Income:</b>				
Fees & Charges	(25,016)	(75,000)	(75,000)	(75,000)
<b>Recharges:</b>				
Recharge Income General Fund & Capital	(160,460)	(243,840)	(243,840)	(261,990)
<b>Total Income</b>	<b>(185,476)</b>	<b>(318,840)</b>	<b>(318,840)</b>	<b>(336,990)</b>
<b>Net Cost of Service</b>	<b>296,685</b>	<b>356,590</b>	<b>419,050</b>	<b>381,340</b>

**SERVICE DETAILS:**

**Direct Employee Expenses** - The 2022/23 budget is for 7.00 FTE within this service. Additional resources have been put into this team to support the large number of development schemes that are currently being designed.

**Support Services** - Recharges for support services include IT, health and safety and finance.

**Fees & Charges** - There is an initiative to charge for Consultancy Services, but this is dependent on the activity within each year.

**Recharge income** - Staff time spent on managing the HRA capital programme is charged to the capital schemes.

**PLANNED REPAIRS**
**HA120,HP750,HR026,HR027,HR392,HR662,HP192**
**SERVICE DESCRIPTION:**

This service identifies the investment needs of the housing stock over the life of the 30 year business plan, procures contracts to deliver those plans and manages the contracts for revenue and capital funded programmes. It includes the cost of those contracts which are revenue funded schemes. The staff time associated with capital funded schemes is recharged to the capital programme. This team deliver contracts such as the Major refurbishment contract, Decent Homes, lift replacement and heating.

12	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Direct Employee Expenses	2,166,975	2,151,630	2,239,330	2,595,360
Indirect Employee Expenses	11,624	12,330	12,330	14,130
<b>Transport Related:</b>				
Travelling Expenses	24,033	32,890	32,890	32,890
<b>Supplies &amp; Services:</b>				
Equipment, Tools & Materials	8,112	1,000	1,000	1,000
Communications & Computing Expenses & Allowances	17,810	12,790	12,790	102,770
Grants & Subscriptions	0	50	50	50
Miscellaneous Expenses	2,009	4,800	4,800	4,800
	31,801	20,670	20,670	23,090
<b>Third Party Payments:</b>				
Contract Services	10,275	40,960	40,960	40,960
Private Contractors	553,372	1,682,800	2,393,030	1,982,800
Consultancy & Agency Fees	47,995	67,500	67,500	67,500
<b>Recharges:</b>				
Support Services	2,058,289	2,275,670	2,275,670	2,317,410
<b>Total Expenditure</b>	<b>4,932,294</b>	<b>6,303,090</b>	<b>7,101,020</b>	<b>7,182,760</b>
<b>Income:</b>				
Other Income	0	(6,000)	(6,000)	(6,400)
<b>Recharges:</b>				
Recharge Income HRA	(1,480,875)	(1,630,420)	(1,630,420)	(1,630,420)
Recharge Income GF & Capital	(1,241,550)	(1,235,510)	(1,235,510)	(1,563,240)
<b>Total Income</b>	<b>(2,722,425)</b>	<b>(2,871,930)</b>	<b>(2,871,930)</b>	<b>(3,200,060)</b>
<b>Net Cost of Service</b>	<b>2,209,869</b>	<b>3,431,160</b>	<b>4,229,090</b>	<b>3,982,700</b>

**SERVICE DETAILS:**

The planned investment programme funded from revenue includes; external redecoration, electrical testing, stair lifts and hoists testing and the planned works to communal areas in flats and sheltered schemes. The HRA capital programme includes the decent homes works (internal & external), structural works, disabled adaptations and de-carbonisation programmes.

**Direct Employee Expenses** - The 2022/23 budget is for 46.00 FTEs within this service. Following the Repairs and Voids Service improvement project, gas and mechanical and electrical staff have been transferred to this service. Additional growth to cover fire and building safety and also preventative maintenance were included in the last HRA business plan. This has led to increased staff costs to support the new programme levels. This has been matched by increased recharges to capital schemes.

**Third Party Payments** - This budget has been increased in line with the HRA business plan to allow for items like increased electrical testing, cyclical repairs and additional costs to meet the requirements of the Hackett enquiry.

**Support Services** - Recharges for support services include office accommodation, IT, personnel, policy, health and safety, media and communications, finance.

**Recharge income** - Staff time spent on managing the HRA capital programme is charged to the capital schemes.

**RESPONSIVE REPAIRS**
**HA122,HR121,HR122,HR123,HR124,HR210,HR472,HR572,HR700,HR890**
**SERVICE DESCRIPTION:**

This is the cost of managing and carrying out the responsive repairs service to all the Council owned homes. The service includes the costs of undertaking void works, prior to re-letting council homes, and making them available for occupation. The Repairs and Voids team undertakes the majority of these repairs and charges the HRA for the cost of the works carried out.

13	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Premises Related:</b>				
Energy Costs	560	1,150	1,150	1,150
Premises Insurance	373	440	440	450
<b>Supplies &amp; Services:</b>				
Communications & Computing	1,933	8,840	8,840	8,830
<b>Third Party Payments:</b>				
Contract Services	4,176,480	4,480,680	4,750,980	4,907,790
Private Contractors	76,931	114,810	114,810	117,030
<b>Recharges:</b>				
Support Services	987,609	837,140	837,140	838,080
<b>Total Expenditure</b>	<b>5,243,886</b>	<b>5,443,060</b>	<b>5,713,360</b>	<b>5,873,330</b>
<b>Income:</b>				
Customer & Client Receipts	(36,573)	(153,790)	(153,790)	(153,790)
<b>Total Income</b>	<b>(36,573)</b>	<b>(153,790)</b>	<b>(153,790)</b>	<b>(153,790)</b>
<b>Net Cost of Service</b>	<b>5,207,313</b>	<b>5,289,270</b>	<b>5,559,570</b>	<b>5,719,540</b>

**SERVICE DETAILS:**

**Direct Employee Expenses** - The 2022/23 budget is for 41.4 FTEs within this service recharged from the Repairs and Voids Service, of which 40 are operatives.

**Contract Services and Private Contractors** - These reflect existing demand and a £250K growth item for fencing repairs.

**Support Services** - Recharges for support services include office accommodation, IT, personnel, health and safety, finance.

**Customer & Client Receipts** - This includes the cost of repairs rechargeable to both tenants and leaseholders and is demand led.

**Recharge income HRA** - Costs are recharged to the Repairs and Voids Service.

**GAS MAINTENANCE & LEGIONELLA**
**HA125, HR292**
**SERVICE DESCRIPTION:**

This is the cost of servicing and maintaining gas appliances in tenants homes and communal boilers and to carry out the testing of water for legionella. It is a landlord obligation to undertake annual gas safety checks and comply with all the relevant gas and legionella legislation.

14	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Supplies &amp; Services:</b>				
Communications & Computing	699	970	970	960
Miscellaneous Expenses	2,189	0	0	0
<b>Recharges:</b>				
Support Services	72,044	82,630	82,630	88,350
<b>Third Party Payments:</b>				
Private Contractors	1,164,181	1,185,190	1,170,190	1,215,530
<b>Total Expenditure</b>	<b>1,239,115</b>	<b>1,268,790</b>	<b>1,253,790</b>	<b>1,304,840</b>
<b>Income:</b>				
Other Income	0	(2,000)	(2,000)	(2,000)
<b>Recharges:</b>				
Recharge Income HRA	(34,995)	(55,390)	(55,390)	(55,390)
<b>Total Income</b>	<b>(34,995)</b>	<b>(57,390)</b>	<b>(57,390)</b>	<b>(57,390)</b>
<b>Net Cost of Service</b>	<b>1,204,120</b>	<b>1,211,400</b>	<b>1,196,400</b>	<b>1,247,450</b>

**SERVICE DETAILS:**

This service requires a 100% of gas appliances to have a current safety certificate.

**Support Services** - Recharges for support services include office accommodation, IT, personnel, health and safety, finance.

**Recharge income** - Part of this cost centre is recharged to responsive repairs and HRA capital schemes.

**ENVIRONMENTAL REPAIRS**
**ENVIRONMENTAL REPAIRS PROJECTS, ENVIRONMENTAL MANAGEMENT AND TECHNICAL SUPPORT**
**HA124**
**SERVICE DESCRIPTION:**

This team provides administrative support to the repairs service including the scheduling of appointments. The team manages the aids and adaptations activity, the grounds maintenance service provided by the Council, utility contracts and deals with repair costs that are recoverable through insurance claims.

15	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Direct Employee Expenses	317,396	400,430	400,430	413,890
Indirect Employee Expenses	4,313	2,240	2,240	2,310
<b>Transport Related:</b>				
Travelling Expenses	6,161	4,900	4,900	4,900
<b>Supplies &amp; Services:</b>				
Communications & Computing	2,553	2,090	2,090	2,090
Miscellaneous Expenses	4,337	3,400	3,400	3,670
<b>Recharges:</b>				
Support Services	241,950	107,660	107,660	105,820
<b>Total Expenditure</b>	<b>576,710</b>	<b>520,720</b>	<b>520,720</b>	<b>532,680</b>
<b>Recharges:</b>				
Recharge Income HRA	(561,684)	(519,890)	(519,890)	(537,980)
<b>Total Income</b>	<b>(561,684)</b>	<b>(519,890)</b>	<b>(519,890)</b>	<b>(537,980)</b>
<b>Net Cost of Service</b>	<b>15,026</b>	<b>830</b>	<b>830</b>	<b>(5,300)</b>

**SERVICE DETAILS:**

**Direct Employee Expenses** - The 2022/23 budget is for 8.00 FTE within this service.

**Support Services** - Recharges for support services include IT, health and safety and finance.

**Recharge income** - Part of this cost centre is recharged to responsive repairs, gas maintenance, the caretaking service and HRA capital schemes.

**SENIOR MANAGEMENT TEAM & SUPPORT**
**HB800,HB805**
**SERVICE DESCRIPTION:**

This service represents the senior management and support for the housing service.

17	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Direct Employee Expenses	578,204	541,550	686,780	561,450
Indirect Employee Expenses	21,396	1,400	1,400	1,440
<b>Premises Related:</b>				
Rents, Rates & Water Services	16,512	18,280	18,280	18,240
<b>Transport Related:</b>				
Travelling Expenses	9,434	7,270	7,270	5,520
<b>Supplies &amp; Services:</b>				
Equipment, Tools & Materials	47,988	0	0	0
Printing, Stationery & General	553	7,290	7,290	7,290
Communications & Computing	2,150	430	430	430
Expenses & Allowances	(115)	2,000	2,000	2,000
Grants & Subscriptions	36,997	24,010	24,010	24,010
Miscellaneous Expenses	6,443	2,980	2,980	103,150
<b>Third Party Payments:</b>				
Consultancy & Agency Fees	135,313	405,470	419,890	270,000
<b>Recharges:</b>				
Support Services	169,461	242,820	242,820	226,650
<b>Total Expenditure</b>	<b>1,024,338</b>	<b>1,253,500</b>	<b>1,413,150</b>	<b>1,220,180</b>
<b>Recharges:</b>				
Recharge Income HRA	(591,072)	(534,820)	(534,820)	(534,820)
Recharge Income General Fund & Capital	(88,420)	(142,520)	(142,520)	(142,520)
<b>Total Income</b>	<b>(679,492)</b>	<b>(677,340)</b>	<b>(677,340)</b>	<b>(677,340)</b>
<b>Net Cost of Service</b>	<b>344,846</b>	<b>576,160</b>	<b>735,810</b>	<b>542,840</b>

**SERVICE DETAILS:**
**Direct Employee Expenses** - The 2022/23 budget is for 5.00 FTE within this service.

**Rents, Rates & Water Services** - This relates to document storage costs.

**Support Services** - Recharges for support services include IT, health and safety and finance.

**Recharge income** - This cost centre is recharged to HRA front line service cost centres.



**CENTRAL ADMINISTRATION TEAM**
**HB890**
**SERVICE DESCRIPTION:**

This area was created as part of the reorganisation within the Housing Revenue Account to cover administration roles within the service.

18	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Direct Employee Expenses	245,026	249,710	249,210	268,650
Indirect Employee Expenses	3,809	3,180	3,180	3,270
<b>Transport Related:</b>				
Travelling Expenses	5,980	4,380	4,380	4,380
<b>Supplies &amp; Services:</b>				
Communications & Computing	1,714	1,370	1,370	1,370
Miscellaneous Expenses	6,931	4,680	4,680	5,550
<b>Third Party Payments:</b>				
Contract Services	5,065	0	0	0
<b>Recharges:</b>				
Support Services	72,667	150,160	150,160	149,820
<b>Total Expenditure</b>	<b>341,191</b>	<b>413,480</b>	<b>412,980</b>	<b>434,490</b>
<b>Recharges:</b>				
Recharge Income General Fund & Capital	(335,803)	(412,450)	(412,450)	(412,450)
<b>Total Income</b>	<b>(335,803)</b>	<b>(412,450)</b>	<b>(412,450)</b>	<b>(412,450)</b>
<b>Net Cost of Service</b>	<b>5,389</b>	<b>1,030</b>	<b>530</b>	<b>22,040</b>

**SERVICE DETAILS:**

**Direct Employee Expenses** - The 2022/23 budget is for 9.5 FTE within this service.

**Support Services** - Recharges for support services include IT, health and safety, finance.

**Recharge income** - The cost of the team is now recharged to HRA front line service cost centres and time spent on managing the housing register is charged to the General Fund.

**HOUSING IT SYSTEMS ADMINISTRATION**
**HB846**
**SERVICE DESCRIPTION:**

The service administers housing IT systems used by Housing Management and Investment, Housing Repairs and Garage services, ensuring these systems are operating effectively and are aligned with business processes. It supports business development through the use of innovation in IT and works with the central IT service on issues impacting on housing services.

19	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Direct Employee Expenses	171,972	190,680	190,680	210,400
Indirect Employee Expenses	1,495	1,400	1,400	1,730
<b>Transport Related:</b>				
Travelling Expenses	5,130	5,650	5,650	5,650
<b>Supplies &amp; Services:</b>				
Communications & Computing	690	120	120	120
Miscellaneous Expenses	5,060	2,120	2,120	2,750
<b>Third Party Payments:</b>				
Consultancy & Agency Fees	0	0	0	38,000
<b>Recharges:</b>				
Support Services	73,066	38,990	38,990	49,120
<b>Total Expenditure</b>	<b>257,413</b>	<b>238,960</b>	<b>238,960</b>	<b>307,770</b>
<b>Recharges:</b>				
Recharge Income HRA	(174,048)	(150,710)	(150,710)	(150,710)
Recharge Income GF & Capital	(84,148)	(88,240)	(88,240)	(88,240)
<b>Total Income</b>	<b>(258,196)</b>	<b>(238,950)</b>	<b>(238,950)</b>	<b>(238,950)</b>
<b>Net Cost of Service</b>	<b>(783)</b>	<b>10</b>	<b>10</b>	<b>68,820</b>

**SERVICE DETAILS:**

**Direct Employee Expenses** - The 2022/23 budget is for 5.2 FTE within this service following the Housing Services Business Unit Review.

**Support Services** - Recharges for support services include IT, health and safety, finance.

**Third Party Payments**- A growth item for specialist consultancy to support the housing system has been included in the budget, in response to greater use of IT in the service.

**Recharge income** - This cost centre is recharged to HRA and General Fund front line service cost centres.

**SUPPORTED HOUSING AND TENANCY SUPPORT  
DIVISIONAL SUPPORT**

HA200

**SERVICE DESCRIPTION:**

The activities in this area have now moved to code HB890 after the business unit review.

20	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Direct Employee Expenses	5,250	0	0	0
Indirect Employee Expenses	1,775	0	0	0
<b>Transport Related:</b>				
Travelling Expenses	1,710	0	0	0
<b>Supplies &amp; Services:</b>				
Communications & Computing	685	500	500	0
Grants & Subscriptions	0	1,450	1,450	0
Miscellaneous Expenses	2,169	0	0	0
Contributions to Provisions	88,009	0	0	0
<b>Recharges:</b>				
Support Services	56,271	430	430	0
<b>Total Expenditure</b>	<b>155,868</b>	<b>2,380</b>	<b>2,380</b>	<b>0</b>
<b>Net Cost of Service</b>	<b>155,868</b>	<b>2,380</b>	<b>2,380</b>	<b>0</b>

**SERVICE DETAILS:**

**CENTRAL RECHARGES & OTHER COSTS NON-ALLOCATED RECHARGES**
**HA110**
**SERVICE DESCRIPTION:**

These costs are those which are centrally held as they cannot be allocated to a specific area of service. These include depreciation, bank charges, property insurance and the transfer to reserves.

21	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Employee Costs:</b>				
Indirect Employee Expenses	108,000	0	0	0
<b>Premises Related:</b>				
Premises Insurance	255,303	302,250	302,520	309,780
<b>Supplies &amp; Services:</b>				
Equipment, Tools & Materials	0	20,000	20,000	20,000
Miscellaneous Expenses	2,299,072	27,870	27,870	27,870
Bank Charges	112,680	112,700	112,700	112,700
<b>Third Party Payments:</b>				
Consultancy & Agency Fees	50,777	98,710	98,710	98,710
<b>Recharges:</b>				
Support Services	1,754,493	1,868,470	1,868,470	1,950,050
<b>Capital Charges:</b>				
Depreciation	11,900,417	11,484,000	11,484,000	11,900,420
Other Capital Charges	(3,500)	0	0	0
<b>Total Expenditure</b>	<b>16,477,242</b>	<b>13,914,000</b>	<b>13,914,270</b>	<b>14,419,530</b>
<b>Income:</b>				
Other Income	(3,659)	(11,000)	(11,000)	(11,000)
Other Grants & Contributions	(108,000)	0	0	0
Fees & Charges	(26,685)	0	0	0
<b>Total Income</b>	<b>(138,344)</b>	<b>(11,000)</b>	<b>(11,000)</b>	<b>(11,000)</b>
<b>Net Cost Of Service</b>	<b>16,338,898</b>	<b>13,903,000</b>	<b>13,903,270</b>	<b>14,408,530</b>

**SERVICE DETAILS:**

**Support Services** - The HRA's share of corporate management and cost of democracy charged from the General Fund is included here. Depreciation is a cost that hits the bottom line for the HRA.

**Depreciation** is a cost that hits the bottom line for the HRA and is used to fund capital spend on the housing stock.

**NET OPERATING EXPENDITURE**
**HW110**
**SERVICE DESCRIPTION:**

This represents the interest charged on borrowing and the interest received on working balances and mortgages still outstanding.

22	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
<b>Cost of Borrowing</b>				
Interest - Borrowing	6,931,794	7,800,270	7,489,020	8,277,040
<b>Total Expenditure</b>	<b>6,931,794</b>	<b>7,800,270</b>	<b>7,489,020</b>	<b>8,277,040</b>
<b>Income:</b>				
Interest - Mortgages	(17,215)	(2,000)	(2,000)	(2,000)
Interest - Section 20	0	(51,100)	(51,100)	(51,100)
Interest - Revenue Balances	(285,389)	(168,410)	(197,840)	(277,280)
<b>Total Income</b>	<b>(302,604)</b>	<b>(221,510)</b>	<b>(250,940)</b>	<b>(330,380)</b>
<b>Net Cost of Service</b>	<b>6,629,190</b>	<b>7,578,760</b>	<b>7,238,080</b>	<b>7,946,660</b>

**SERVICE DETAILS:**

**Interest - Borrowing** - The 2022/23 interest payable of £8,277,040 relates to outstanding HRA debt, predominantly made up of the self financing settlement and an estimate of interest on new loans taken to invest in additional properties and capital works on the existing stock. No loan principal repayments are due to be made in 2022/23.

**Interest on Revenue Balances** - This is based on an average interest rate of 0.60% for 2022/23.

**APPROPRIATIONS**
**HX110**
**SERVICE DESCRIPTION:**

This account includes the appropriations relating to capital and those entries in the HRA, which do not impact on the bottom line cash reserves.

23	Actual 2020/21 £	Original Budget 2021/22 £	Working Budget 2021/22 £	Original Budget 2022/23 £
<b>Expenditure</b>				
Miscellaneous Expenses	239,220	0	0	0
Revenue Contribution to Capital	0	1,359,260	1,359,260	2,203,760
Transfer to Reserves:	(2,529,220)	0	0	0
<b>Total Expenditure</b>	<b>(2,290,000)</b>	<b>1,359,260</b>	<b>1,359,260</b>	<b>2,203,760</b>
<b>Net Cost of Service</b>	<b>(2,290,000)</b>	<b>1,359,260</b>	<b>1,359,260</b>	<b>2,203,760</b>

**SERVICE DETAILS:**

**Revenue Contribution to Capital (RCCO)** - The current HRA Business Plan recognises the need to make revenue contributions to balance the capital programme, in excess of the depreciation charged to the major repairs reserve. In order to achieve a funded programme in 2022/23 and secure Government funding on de-carbonisation programmes the amount of RCCO has been increased.