

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 | 2,597 | hectares |
| Population | 87,845 | |

Stevenage Borough Council

Your Local Council

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

Stevenage Facilities

Health, Education, Leisure, ETC

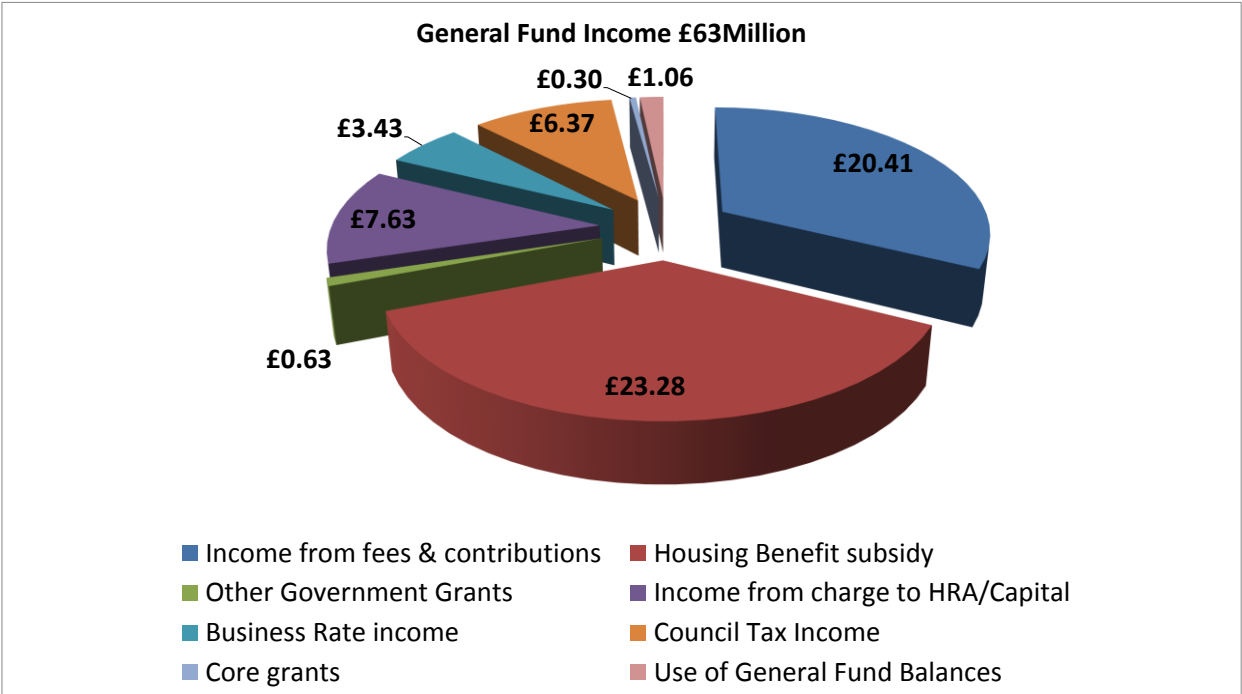
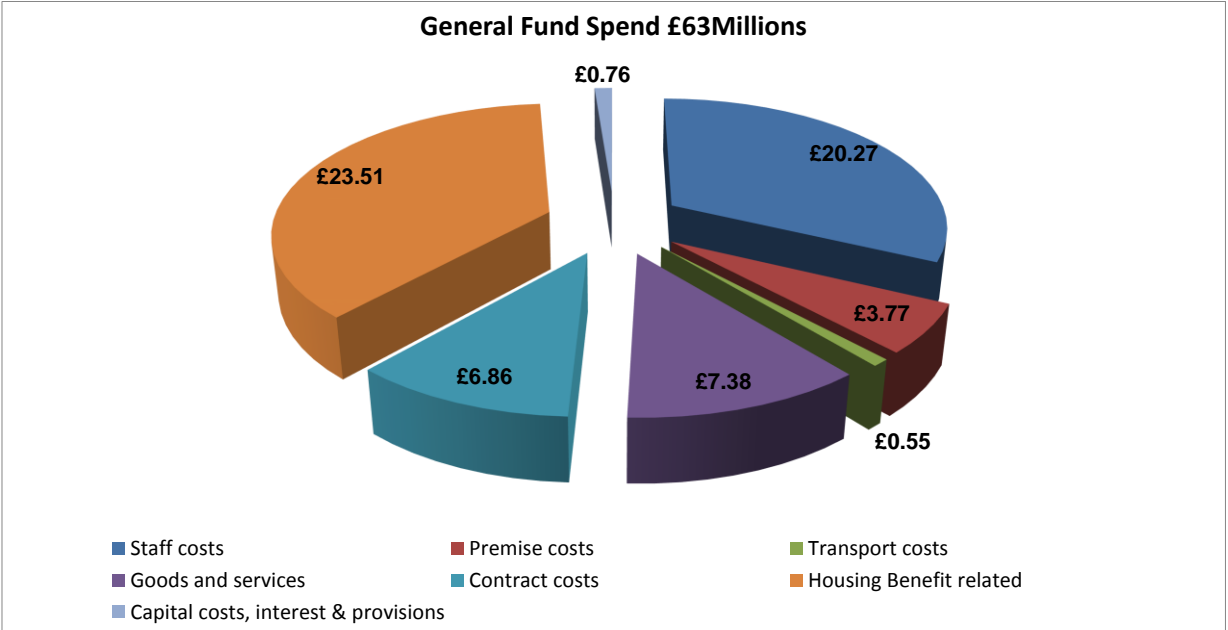
| | |
|------------------------|-----------|
| Indoor Market | 1 |
| Theatre (Gordon Craig) | 1 |
| Arts & Leisure Centre | 1 |
| Golf Club | 1 |
| Swimming Pool | 1 |
| Cemeteries | 2 |
| Museum | 1 |
| Allotment Sites | 16 |
| Fairlands Valley Park | 1 |
| Town Centre Gardens | 1 |

Stevenage Services

Council Tax

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

*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 £ |
|--|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Summary of Expenditure | | | | |
| Portfolio: | | | | |
| 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) |
| Net General Fund Expenditure | 10,285,721 | 10,635,570 | 11,680,510 | 11,151,760 |
| Government Support - Retained Business Rates (NDR) | (2,700,386) | (2,343,779) | (2,282,349) | (1,785,034) |
| S31 Grants | (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) |
| Use of General Fund Balances | 662,373 | 326,067 | 1,458,912 | 1,055,629 |
| General Fund Balance: | | | | |
| 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 |
| General Fund Balance 31 March | (6,400,870) | (4,193,887) | (4,941,958) | (3,886,328) |
| Allocated Revenue Reserves: | | | | |
| 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 |
| Allocated Revenue Reserves Balance 31 March | (13,564,465) | (2,826,595) | (7,157,820) | (2,877,497) |
| Total Revenue Reserves | (19,965,335) | (7,020,482) | (12,099,778) | (6,763,825) |
| Council Tax Bands for 2022/23 | | 2021/22 | | 2022/23 |
| 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 |

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

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 £ |
|---------------------------------|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Employee Costs: | | | | |
| Direct Employee Expenses | 37,275 | 49,730 | 49,730 | 51,930 |
| Indirect Employee Expenses | 72 | 190 | 190 | 190 |
| Transport Related: | | | | |
| Travelling Expenses | 2,560 | 880 | 880 | 880 |
| Supplies & Services: | | | | |
| Communications & Computing | 963 | 550 | 550 | 550 |
| Miscellaneous Expenses | 274 | 7,170 | 7,170 | 440 |
| Third Party Payments: | | | | |
| Contract Services | 0 | 0 | 0 | 0 |
| Appropriations | 0 | 0 | 0 | 0 |
| Recharges: | | | | |
| Support Services | 21,482 | 36,040 | 36,040 | 35,050 |
| Total Expenditure | 62,627.23 | 94,560.00 | 94,560.00 | 89,040.00 |
| Income: | | | | |
| Recharge Income | (62,693) | (94,550) | (94,550) | (88,910) |
| Total Income | (62,693) | (94,550) | (94,550) | (88,910) |
| Net Cost of Service | (66) | 10 | 10 | 130 |

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.

| 02 | Actual 2020/21 £ | Original Budget 2021/22 £ | Working Budget 2021/22 £ | Original Budget 2022/23 £ |
|------------------------------------|---------------------------------|--|---|--|
| Expenditure | | | | |
| Employee Costs: | | | | |
| Direct Employee Expenses | 277,246 | 400,550 | 354,100 | 343,800 |
| Indirect Employee Expenses | 934 | 9,070 | 9,070 | 7,420 |
| Premises Related: | | | | |
| 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 |
| Transport Related: | | | | |
| Fleet Vehicle Recharges | (5) | 1,070 | 1,070 | 1,070 |
| Travelling Expenses | 11,429 | 10,150 | 10,150 | 10,150 |
| Supplies & Services: | | | | |
| 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 |
| Third Party Payments: | | | | |
| Contract Services | 11,564 | 13,500 | 13,500 | 9,840 |
| Private Contractors | 20 | 240 | 240 | 240 |
| Consultancy & Agency Fees | 0 | 740 | 740 | 740 |
| Recharges: | | | | |
| Support Services | 107,346 | 144,480 | 144,480 | 102,040 |
| Capital Charges: | | | | |
| | 210,014 | 177,160 | 177,160 | 177,160 |
| Total Expenditure | 696,470 | 879,830 | 833,380 | 771,340 |
| Income: | | | | |
| Fees & Charges | (1,349) | (5,880) | (5,880) | (5,880) |
| Other Grants & Contributions | (23,979) | 0 | (15,850) | 0 |
| Total Income | (25,328) | (5,880) | (21,730) | (5,880) |
| Net Cost of Service | 671,142 | 873,950 | 811,650 | 765,460 |

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 be 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 £ |
|---------------------------------|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Employee Costs: | | | | |
| Direct Employee Expenses | 61,898 | 3,930 | 8,560 | 0 |
| Indirect Employee Expenses | 493 | 460 | 24,970 | 0 |
| Transport Related: | | | | |
| Fleet Vehicle Recharges | 7,809 | 0 | 0 | 0 |
| Hire Of Vehicles | 0 | 0 | 0 | 0 |
| Travelling Expenses | 3,420 | 4,380 | 4,380 | 0 |
| Supplies & Services: | | | | |
| 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 |
| Third Party Payments: | | | | |
| Private Contractors | 40 | 0 | 0 | 0 |
| Recharges: | | | | |
| Support Services | 36,298 | 20,650 | 20,650 | 0 |
| Capital Charges: | | | | |
| | 9,823 | 9,820 | 9,820 | 0 |
| Total Expenditure | 123,343 | 42,150 | 71,290 | 0 |
| Income: | | | | |
| Fees & Charges | 0 | 0 | 0 | 0 |
| Total Income | 0 | 0 | 0 | 0 |
| Net Cost of Service | 123,343 | 42,150 | 71,290 | 0 |

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.

| 04 | Actual 2020/21 £ | Original Budget 2021/22 £ | Working Budget 2021/22 £ | Original Budget 2022/23 £ |
|------------------------------------|---------------------------------|--|---|--|
| Expenditure | | | | |
| Premises Related: | | | | |
| Repairs & Maintenance Of Buildings | 1,144 | 0 | 0 | 0 |
| Premises Insurance | 29,431 | 29,580 | 29,580 | 33,730 |
| Supplies & Services: | | | | |
| 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) |
| Third Party Payments: | | | | |
| Contract Services | 694,154 | 558,800 | 670,680 | 666,350 |
| Consultancy & Agency fees | 9,538 | 0 | 0 | 0 |
| Recharges: | | | | |
| Support Services | 78,299 | 76,630 | 76,630 | 89,960 |
| Capital Charges: | | | | |
| | (478,810) | 389,450 | 389,450 | 389,450 |
| Total Expenditure | 337,927 | 1,089,300 | 1,018,800 | 1,133,980 |
| Income: | | | | |
| Fees & Charges | (4,980) | 0 | 0 | 0 |
| Net Cost of Service | 332,947 | 1,089,300 | 1,018,800 | 1,133,980 |

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 £ |
|---------------------------------|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Employee Costs: | | | | |
| Direct Employee Expenses | 72,440 | 78,090 | 81,770 | 83,090 |
| Indirect Employee Expenses | 157 | 370 | 370 | 380 |
| Transport Related: | | | | |
| Travelling Expenses | 103 | 2,410 | 2,410 | 2,410 |
| Supplies & Services: | | | | |
| 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 |
| Third Party Payments: | | | | |
| Private Contractors | 20 | 0 | 0 | 0 |
| Consultancy & Agency Fees | 0 | 0 | 0 | 0 |
| Recharges: | | | | |
| Support Services | 31,954 | 37,280 | 37,280 | 39,590 |
| Total Expenditure | 284,728 | 143,800 | 155,480 | 151,160 |
| Income: | | | | |
| Other Grants & Contributions | (182,855) | (9,000) | (20,680) | (9,000) |
| Fees & Charges | 0 | (2,540) | (2,540) | (2,540) |
| Total Income | (182,855) | (11,540) | (23,220) | (11,540) |
| Net Cost of Service | 101,873 | 132,260 | 132,260 | 139,620 |

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.

| 06 | Actual 2020/21 £ | Original Budget 2021/22 £ | Working Budget 2021/22 £ | Original Budget 2022/23 £ |
|------------------------------------|---------------------------------|--|---|--|
| Expenditure | | | | |
| Employee Costs: | | | | |
| Direct Employee Expenses | 338,588 | 354,870 | 354,870 | 371,520 |
| Indirect Employee Expenses | 824 | 1,250 | 1,250 | 1,270 |
| Premises Related: | | | | |
| 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 |
| Transport Related: | | | | |
| Travelling Expenses | 3,540 | 4,630 | 4,630 | 4,630 |
| Supplies & Services: | | | | |
| 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 |
| Third Party Payments: | | | | |
| Private Contractors | 55 | 5,500 | 5,500 | 5,500 |
| Recharges: | | | | |
| Support Services | 171,843 | 232,720 | 312,720 | 244,010 |
| Capital Charges: | | | | |
| | (97,686) | 5,170 | 5,170 | 5,170 |
| Total Expenditure | 475,184 | 664,880 | 770,830 | 692,480 |
| Income: | | | | |
| 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) |
| Total Income | (533,409) | (607,900) | (607,900) | (621,640) |
| Net Cost of Service | (58,226) | 56,980 | 162,930 | 70,840 |

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 £ |
|---------------------------------|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Premises Related: | | | | |
| Premises Insurance | 1,488 | 1,500 | 1,500 | 1,710 |
| Supplies & Services: | | | | |
| Equipment, Tools & Materials | 0 | 9,500 | 0 | 0 |
| Third Party Payments: | | | | |
| Contract Services | 173,422 | 173,220 | 173,220 | 177,550 |
| Recharges: | | | | |
| Support Services | 4,554 | 5,420 | 5,420 | 5,470 |
| Capital Charges: | 71,191 | 36,390 | 36,390 | 36,390 |
| Total Expenditure | 250,655 | 226,030 | 216,530 | 221,120 |
| Net Cost of Service | 250,655 | 226,030 | 216,530 | 221,120 |

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 £ |
|---------------------------------|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Employee Costs: | | | | |
| Direct Employee Expenses | 387,354 | 444,120 | 444,120 | 466,910 |
| Indirect Employee Expenses | 6,277 | 8,500 | 8,500 | 8,530 |
| Premises Related: | | | | |
| Energy Costs | 224 | 710 | 710 | 770 |
| Rents, Rates & Water Services | 44 | 750 | 750 | 750 |
| Transport Related: | | | | |
| Travelling Expenses | 11,421 | 6,870 | 6,870 | 6,870 |
| Supplies & Services: | | | | |
| 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 |
| Third Party Payments: | | | | |
| Contract Services | 0 | 0 | 0 | 0 |
| Private Contractors | 0 | 0 | 0 | 0 |
| Recharges: | | | | |
| Support Services | 279,585 | 319,630 | 319,630 | 339,110 |
| Capital Charges: | | | | |
| | 2,822 | 2,820 | 2,820 | 2,820 |
| Total Expenditure | 742,883 | 837,840 | 847,840 | 862,170 |
| Income: | | | | |
| 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) |
| Total Income | (154,653) | (155,310) | (155,310) | (170,760) |
| Net Cost of Service | 588,230 | 682,530 | 692,530 | 691,410 |

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 £ |
|------------------------------------|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Premises Related: | | | | |
| Repairs & Maintenance Of Buildings | 57,851 | 72,380 | 72,380 | 46,400 |
| Premises Insurance | 11,002 | 11,270 | 11,270 | 12,700 |
| Supplies & Services: | | | | |
| Grants & Subscriptions | 5,711 | 5,500 | 5,500 | 5,500 |
| Recharges: | | | | |
| Support Services | 21,810 | 0 | 0 | 40,670 |
| Capital Charges: | (3,060,081) | 59,950 | 59,950 | 59,950 |
| Total Expenditure | (2,963,708) | 149,100 | 149,100 | 165,220 |
| Net Cost of Service | (2,963,708) | 149,100 | 149,100 | 165,220 |

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 £ |
|---------------------------------|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Employee Costs: | | | | |
| Direct Employee Expenses | 445,383 | 336,600 | 577,590 | 382,170 |
| Indirect Employee Expenses | 671 | 750 | 750 | 4,750 |
| Premises Related: | | | | |
| Rents, Rates & Water Services | 189,874 | 190 | 170,190 | 190 |
| Transport Related: | | | | |
| Travelling Expenses | 6,540 | 6,980 | 6,980 | 6,980 |
| Supplies & Services: | | | | |
| 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 |
| Third Party Payments: | | | | |
| Other Local Authorities | 95,060 | 0 | 0 | 0 |
| Private Contractors | 758 | 0 | 0 | 0 |
| Recharges: | | | | |
| Support Services | 157,436 | 154,410 | 154,410 | 217,670 |
| Total Expenditure | 1,010,651 | 541,310 | 1,002,300 | 655,380 |
| Income: | | | | |
| 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) |
| Total Income | (641,171) | (219,120) | (680,110) | (197,500) |
| Net Cost of Service | 369,481 | 322,190 | 322,190 | 457,880 |

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 £ |
|------------------------------------|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Employee Costs: | | | | |
| Direct Employee Expenses | 164,990 | 155,890 | 155,450 | 162,180 |
| Indirect Employee Expenses | 1,438 | 1,130 | 1,130 | 2,270 |
| Premises Related: | | | | |
| 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 |
| Transport Related: | | | | |
| 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 |
| Supplies & Services: | | | | |
| 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 |
| Third Party Payments: | | | | |
| 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 |
| Recharges: | | | | |
| Support Services | 48,169 | 31,620 | 31,620 | 78,600 |
| Capital Charges: | 3,536 | 3,330 | 3,330 | 3,330 |
| Total Expenditure | 333,504 | 296,620 | 296,180 | 362,370 |
| Income: | | | | |
| 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 |
| Total Income | (19,998) | (6,680) | (6,680) | (6,680) |
| Net Cost of Service | 313,506 | 289,940 | 289,500 | 355,690 |

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 £ |
|------------------------------------|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Premises Related: | | | | |
| Repairs & Maintenance Of Buildings | 41,136 | 30,320 | 30,320 | 37,000 |
| Rents, Rates & Water Services | 0 | 0 | 0 | 0 |
| Supplies & Services: | | | | |
| Grants & Subscriptions | 150,000 | 140,830 | 140,830 | 140,830 |
| Recharges: | | | | |
| Support Services | 185,081 | 126,120 | 126,120 | 151,790 |
| Total Expenditure | 376,217 | 297,270 | 297,270 | 329,620 |
| Net Cost of Service | 376,217 | 297,270 | 297,270 | 329,620 |

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 £ |
|---|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Summary of Expenditure | | | | |
| 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 |
| Total Cost of Portfolio | 3,101,942 | 2,658,140 | 2,928,790 | 2,541,860 |

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 £ |
|---------------------------------|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Employee Costs: | | | | |
| Direct Employee Expenses | 776,427 | 333,060 | 333,060 | 363,420 |
| Indirect Employee Expenses | 5,340 | 1,340 | 1,770 | 1,510 |
| Premises Related: | | | | |
| Rents, Rates & Water Services | 20,017 | 910 | 8,340 | 910 |
| Premises Insurance | 788 | 790 | 790 | 910 |
| Transport Related: | | | | |
| Travelling Expenses | 11,023 | 7,880 | 7,990 | 7,880 |
| Supplies & Services: | | | | |
| 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 |
| Third Party Payments: | | | | |
| Contract Services | 788 | 0 | 0 | 0 |
| Other Local Authorities | 12,809 | 0 | 0 | 0 |
| Private Contractors | 44,013 | 0 | 0 | 0 |
| Recharges: | | | | |
| Support Services | 393,678 | 420,220 | 420,220 | 431,490 |
| Capital Charges: | | | | |
| | 4,386 | 14,390 | 14,390 | 14,390 |
| Total Expenditure | 2,475,134 | 1,654,280 | 1,836,270 | 1,504,070 |
| Income: | | | | |
| 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) |
| Total Income | (1,462,380) | (567,520) | (567,520) | (571,340) |
| Net Cost of Service | 1,012,755 | 1,086,760 | 1,268,750 | 932,730 |

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.

| 02 | Actual 2020/21 £ | Original Budget 2021/22 £ | Working Budget 2021/22 £ | Original Budget 2022/23 £ |
|---------------------------------|---------------------------------|--|---|--|
| Expenditure | | | | |
| Employee Costs: | | | | |
| Direct Employee Expenses | 157,219 | 143,900 | 151,940 | 156,910 |
| Indirect Employee Expenses | 272 | 560 | 560 | 560 |
| Transport Related: | | | | |
| Travelling Expenses | 4,869 | 4,620 | 4,700 | 4,620 |
| Supplies & Services: | | | | |
| 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 |
| Third Party Payments: | | | | |
| Private Contractors | 40 | 0 | 0 | 0 |
| Recharges: | | | | |
| Support Services | 98,685 | 111,020 | 111,020 | 105,450 |
| Total Expenditure | 281,144 | 281,920 | 289,960 | 289,420 |
| Income: | | | | |
| Fees & Charges | 0 | (7,420) | 0 | 0 |
| Recharge Income | (49,630) | (42,720) | (42,720) | (57,880) |
| Total Income | (49,630) | (50,140) | (42,720) | (57,880) |
| Net Cost of Service | 231,514 | 231,780 | 247,240 | 231,540 |

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 £ |
|----------------------------|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Capital Charges: | 1,275,161 | 0 | 0 | 0 |
| Total Expenditure | 1,275,161 | 0 | 0 | 0 |
| Net Cost of Service | 1,275,161 | 0 | 0 | 0 |

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 £ |
|---------------------------------|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Supplies & Services: | | | | |
| Miscellaneous Expenses | 0 | 0 | 75,000 | 0 |
| Third Party Payments: | | | | |
| Consultancy & Agency Fees | 0 | 15,000 | 15,000 | 15,000 |
| Total Expenditure | 0 | 15,000 | 90,000 | 15,000 |
| Net Cost of Service | 0 | 15,000 | 90,000 | 15,000 |

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 £ |
|----------------------------|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Transfer Payments: | | | | |
| Rent Allowances | 10,136,228 | 10,143,150 | 10,094,020 | 10,143,150 |
| Recharges: | | | | |
| Support Services | 191,088 | 437,150 | 437,150 | 440,960 |
| Total Expenditure | 10,327,315 | 10,580,300 | 10,531,170 | 10,584,110 |
| Income: | | | | |
| 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) |
| Total Income | (9,833,200) | (10,201,380) | (10,189,450) | (10,197,140) |
| Net Cost of Service | 494,115 | 378,920 | 341,720 | 386,970 |

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 £ |
|---------------------------------|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Supplies & Services: | | | | |
| Contributions to Provisions | (222,719) | 114,200 | 114,200 | 114,200 |
| Transfer Payments: | | | | |
| Rent Allowances | 13,843,018 | 13,365,900 | 13,311,890 | 13,365,900 |
| Recharges: | | | | |
| Support Services | 361,093 | 614,310 | 614,310 | 612,940 |
| Total Expenditure | 13,981,392 | 14,094,410 | 14,040,400 | 14,093,040 |
| Income: | | | | |
| 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) |
| Total Income | (14,454,352) | (13,697,820) | (13,608,490) | (13,693,060) |
| Net Cost of Service | (472,960) | 396,590 | 431,910 | 399,980 |

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.

| 07 | Actual 2020/21 £ | Original Budget 2021/22 £ | Working Budget 2021/22 £ | Original Budget 2022/23 £ |
|---------------------------------|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Supplies & Services: | | | | |
| 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 |
| Third Party Payments: | | | | |
| Consultancy & Agency Fees | 103 | 4,280 | 3,050 | 4,280 |
| Recharges: | | | | |
| Support Services | 576,249 | 570,680 | 570,680 | 598,090 |
| Total Expenditure | 595,388 | 582,870 | 582,950 | 610,280 |
| Income: | | | | |
| Fees & Charges | (32,848) | (33,780) | (33,780) | (34,640) |
| Other Grants & Contributions | (1,182) | 0 | 0 | 0 |
| Total Income | (34,030) | (33,780) | (33,780) | (34,640) |
| Net Cost of Service | 561,358 | 549,090 | 549,170 | 575,640 |

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 £ |
|---|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Summary of Expenditure | | | | |
| 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 |
| Total Cost of Portfolio | 9,547,003 | 7,914,320 | 9,328,650 | 7,730,530 |

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 £ |
|------------------------------|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Transport Related: | | | | |
| Fleet Vehicle Recharges | 2,342 | 7,580 | 7,580 | 9,480 |
| Third Party Payments: | | | | |
| Private Contractors | 0 | 2,000 | 2,000 | 2,000 |
| Recharges: | | | | |
| Contract Services Recharge | 1,279 | 600 | 600 | 0 |
| Support Services | 0 | 0 | 0 | 0 |
| Total Expenditure | 3,621 | 10,180 | 10,180 | 11,480 |
| Income: | | | | |
| Fees & Charges | (180) | (1,000) | (1,000) | (1,000) |
| Total Income | (180) | (1,000) | (1,000) | (1,000) |
| Net Cost of Service | 3,441 | 9,180 | 9,180 | 10,480 |

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 £ |
|------------------------------------|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Premises Related: | | | | |
| 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 |
| Supplies & Services: | | | | |
| Printing, Stationery & General | 0 | 0 | 0 | 0 |
| Communications & Computing | 9 | 1,000 | 1,000 | 1,000 |
| Third Party Payments: | | | | |
| Contract Services | 18,884 | 34,950 | 34,950 | 15,300 |
| Private Contractors | 0 | 3,000 | 6,080 | 3,000 |
| Recharges: | | | | |
| Support Services | 525 | 0 | 0 | 470 |
| Contract Services Recharge | 29,802 | 37,340 | 37,340 | 36,410 |
| Capital Charges: | (185,759) | 5,230 | 5,230 | 5,230 |
| Total Expenditure | (125,481) | 90,660 | 92,540 | 70,710 |
| Income: | | | | |
| Rental Income | (54,151) | (43,890) | (54,700) | (66,700) |
| Total Income | (54,151) | (43,890) | (54,700) | (66,700) |
| Net Cost of Service | (179,632) | 46,770 | 37,840 | 4,010 |

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 £ |
|--|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Employee Costs: | | | | |
| Direct Employee Expenses | 97,054 | 113,890 | 96,587 | 127,180 |
| Indirect Employee Expenses | 3,366 | 750 | 750 | 750 |
| Premises Related: | | | | |
| 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 |
| Transport Related: | | | | |
| Fleet Vehicle Recharges | 30,081 | 29,320 | 28,320 | 34,350 |
| Supplies & Services: | | | | |
| 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 |
| Third Party Payments: | | | | |
| Contract Services | 19,692 | 46,230 | 46,230 | 130,630 |
| Private Contractors | 0 | 260 | 260 | 260 |
| Recharges: | | | | |
| 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 |
| Capital Charges: | 19,179 | 18,950 | 18,950 | 18,950 |
| Total Expenditure | 373,113 | 406,570 | 428,767 | 502,480 |
| Income: | | | | |
| Customer & Client Receipts | (193,090) | (218,510) | (218,510) | (230,000) |
| Total Income | (193,090) | (218,510) | (218,510) | (230,000) |
| Net Cost of Service | 180,023 | 188,060 | 210,257 | 272,480 |

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 £ |
|--|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Employee Costs: | | | | |
| 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 |
| Premises Related: | | | | |
| 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 |
| Transport Related: | | | | |
| Fleet Vehicle Recharges | 442,962 | 527,700 | 548,840 | 603,220 |
| Hire of Vehicles | 0 | 4,000 | 0 | 4,000 |
| Supplies & Services: | | | | |
| 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 |
| Third Party Payments: | | | | |
| 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 |
| Recharges: | | | | |
| 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 |
| Capital Charges: | (867,193) | 554,580 | 554,580 | 554,580 |
| Total Expenditure | 2,869,847 | 4,552,270 | 4,562,047 | 4,046,480 |
| Income: | | | | |
| 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) |
| Total Income | (1,885,121) | (1,962,280) | (2,068,000) | (1,489,940) |
| Net Cost of Service | 984,726 | 2,589,990 | 2,494,047 | 2,556,540 |

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.

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

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.

| 06 | Actual 2020/21 £ | Original Budget 2021/22 £ | Working Budget 2021/22 £ | Original Budget 2022/23 £ |
|--|---------------------------------|--|---|--|
| Expenditure | | | | |
| Employee Costs: | | | | |
| Direct Employee Expenses | 785,967 | 765,140 | 744,816 | 757,990 |
| Indirect Employee Expenses | 1,647 | 4,290 | 4,290 | 4,360 |
| Premises Related: | | | | |
| 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 |
| Transport Related: | | | | |
| 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 |
| Supplies & Services: | | | | |
| 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 |
| Third Party Payments: | | | | |
| 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 |
| Recharges: | | | | |
| 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 |
| Capital Charges: | 430,731 | 437,090 | 437,090 | 437,090 |
| Total Expenditure | 2,489,613 | 2,490,530 | 2,500,416 | 2,771,670 |
| Income: | | | | |
| 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) |
| Total Income | (814,390) | (419,780) | (437,275) | (911,590) |
| Net Cost of Service | 1,675,224 | 2,070,750 | 2,063,141 | 1,860,080 |

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

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.

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

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.

| 09 | Actual 2020/21 £ | Original Budget 2021/22 £ | Working Budget 2021/22 £ | Original Budget 2022/23 £ |
|--|---------------------------------|--|---|--|
| Expenditure | | | | |
| Employee Costs: | | | | |
| Direct Employee Expenses | 722,908 | 724,450 | 655,920 | 739,650 |
| Indirect Employee Expenses | 475 | 3,170 | 3,270 | 3,220 |
| Premises Related: | | | | |
| Apportionment Of Operational Buildings | 30,384 | 33,470 | 33,470 | 38,570 |
| Transport Related: | | | | |
| Fleet Vehicle Recharges | 322,909 | 268,260 | 268,260 | 288,390 |
| Hire Of Vehicles | 13,468 | 1,000 | 19,000 | 1,000 |
| Supplies & Services: | | | | |
| 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 |
| Third Party Payments: | | | | |
| Contract Services | 73,661 | 33,200 | 33,200 | 71,900 |
| Consultancy & Agency Fees | 0 | 0 | 1,000 | 0 |
| Recharges: | | | | |
| 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 |
| Capital Charges: | | | | |
| Depreciation | 58,742 | 48,730 | 48,730 | 48,730 |
| Total Expenditure | 1,498,486 | 1,321,090 | 1,271,660 | 1,424,360 |
| Income: | | | | |
| Other Grants & Contributions | 0 | 0 | 0 | 0 |
| Fees & Charges | (429,635) | (396,220) | (654,770) | (639,960) |
| Total Income | (429,635) | (396,220) | (654,770) | (639,960) |
| Net Cost of Service | 1,068,851 | 924,870 | 616,890 | 784,400 |

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.

| 10 | Actual 2020/21 £ | Original Budget 2021/22 £ | Working Budget 2021/22 £ | Original Budget 2022/23 £ |
|--|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Employee Costs: | | | | |
| Direct Employee Expenses | 528,149 | 443,560 | 573,060 | 613,410 |
| Indirect Employee Expenses | 314 | 3,560 | 3,560 | 3,590 |
| Premises Related: | | | | |
| Apportionment Of Operational Buildings | 21,768 | 21,660 | 21,660 | 24,960 |
| Transport Related: | | | | |
| Fleet Vehicle Recharges | 229,542 | 205,620 | 213,680 | 217,160 |
| Supplies & Services: | | | | |
| 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 |
| Third Party Payments: | | | | |
| Contract Services | 267,077 | 191,790 | 191,790 | 51,520 |
| Consultancy & Agency Fees | 7,052 | 4,550 | 5,330 | 4,550 |
| Recharges: | | | | |
| 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 |
| Capital Charges: | | | | |
| Depreciation | 121,859 | 121,860 | 121,860 | 121,860 |
| Total Expenditure | 1,468,749 | 1,263,820 | 1,402,360 | 1,296,670 |
| Income: | | | | |
| Other Contributions & Donations | (30,235) | (34,000) | (47,250) | (47,250) |
| Fees & Charges | (15,551) | (1,500) | (3,320) | (1,500) |
| Total Income | (45,786) | (35,500) | (50,570) | (48,750) |
| Net Cost of Service | 1,422,963 | 1,228,320 | 1,351,790 | 1,247,920 |

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 £ |
|--|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Employee Costs: | | | | |
| Direct Employee Expenses | 28,627 | 0 | 0 | 0 |
| Premises Related: | | | | |
| Apportionment Of Operational Buildings | 5,484 | 5,550 | 5,550 | 6,420 |
| Transport Related: | | | | |
| Travelling Expenses | 11 | 0 | 0 | 0 |
| Supplies & Services: | | | | |
| Equipment, Tools & Materials | (44) | 1,240 | 1,240 | 1,240 |
| Printing, Stationery & General | 0 | 0 | 0 | 0 |
| Communications & Computing | 67 | 0 | 0 | 0 |
| Third Party Payments: | | | | |
| Private Contractors | 53,899 | 60,090 | 55,950 | 60,090 |
| Consultancy & Agency Fees | 4,898 | 4,250 | 4,720 | 4,250 |
| Recharges: | | | | |
| Support Services | 137,006 | 164,600 | 164,600 | 167,730 |
| Capital Charges: | | | | |
| | 41,184 | 42,170 | 42,170 | 42,170 |
| Total Expenditure | 271,132 | 277,900 | 274,230 | 281,900 |
| Income: | | | | |
| 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) |
| Total Income | (89,392) | (61,600) | (61,600) | (59,170) |
| Net Cost of Service | 181,739 | 216,300 | 212,630 | 222,730 |

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 £ |
|------------------------------|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Premises Related: | | | | |
| Energy Costs | 246 | 1,480 | 1,480 | 2,070 |
| Third Party Payments: | | | | |
| Private Contractors | 1,368 | 2,500 | 27,330 | 2,500 |
| Recharges: | | | | |
| Support Services | 4,250 | 8,210 | 8,210 | 8,150 |
| Capital Charges: | | | | |
| | 2,947 | 2,950 | 2,950 | 2,950 |
| Total Expenditure | 8,810 | 15,140 | 39,970 | 15,670 |
| Income: | | | | |
| Other Grants & Contributions | 0 | 0 | 0 | 0 |
| Recharge Income | 0 | 0 | 0 | 0 |
| Total Income | 0 | 0 | 0 | 0 |
| Net Cost of Service | 8,810 | 15,140 | 39,970 | 15,670 |

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 £ |
|---|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Employee Costs: | | | | |
| Direct Employee Expenses | 238,224 | 235,540 | 226,010 | 228,140 |
| Indirect Employee Expenses | 466 | 1,020 | 1,020 | 1,140 |
| Premises Related: | | | | |
| 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 |
| Transport Related: | | | | |
| Hire of Vehicles | 2,508 | 3,360 | 4,600 | 3,360 |
| Travelling Expenses | 6,916 | 5,450 | 5,450 | 5,450 |
| Supplies & Services: | | | | |
| 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 |
| Third Party Payments: | | | | |
| 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 |
| Recharges: | | | | |
| Support Services | 153,871 | 115,080 | 115,080 | 121,080 |
| Capital Charges: | | | | |
| Depreciation | 996,448 | 248,420 | 248,420 | 248,420 |
| Total Expenditure | 2,757,326 | 1,996,500 | 1,996,500 | 1,979,760 |
| Income: | | | | |
| 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) |
| Total Income | (1,500,510) | (4,358,580) | (2,872,040) | (4,450,050) |
| Net Cost of Service | 1,256,816 | (2,362,080) | (875,540) | (2,470,290) |

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 £ |
|---|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Premises Related: | | | | |
| Energy Costs | (2,719) | 0 | 300 | 4,000 |
| Premises Insurance | 41 | 0 | 0 | 0 |
| Supplies & Services: | | | | |
| 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 |
| Third Party Payments: | | | | |
| Private Contractors | 424,431 | 486,810 | 481,810 | 501,750 |
| Consultancy & Agency Fees | 0 | 0 | 0 | 0 |
| Recharges: | | | | |
| Support Services | 161,165 | 154,480 | 154,480 | 197,800 |
| Contract Services Recharge | 0 | 0 | 0 | 12,720 |
| Capital Charges: | | | | |
| Depreciation | 85,010 | 73,790 | 73,790 | 73,790 |
| Total Expenditure | 674,338 | 719,080 | 721,400 | 794,060 |
| Income: | | | | |
| 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) |
| Total Income | (358,225) | (824,470) | (685,230) | (939,630) |
| Net Cost of Service | 316,113 | (105,390) | 36,170 | (145,570) |

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 £ |
| Surplus (excludes notional capital charges & internal income but includes Actual capital costs via MRP) | | | | |
| 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 |
| Total Surplus | 906,176 | (2,368,980) | (740,880) | (1,801,990) |
| Expenditure | | | | |
| 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 |
| Total Expenditure | 2,202,301 | 2,528,030 | 2,595,531 | 2,439,360 |
| Net Cost of Service (Surplus) / Deficit | 3,108,477 | 159,050 | 1,854,651 | 637,370 |

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

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 £ |
|---------------------------------|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Employee Costs: | | | | |
| Direct Employee Expenses | 631,391 | 598,660 | 635,760 | 651,060 |
| Indirect Employee Expenses | 5,348 | 7,270 | 7,270 | 7,690 |
| Premises Related: | | | | |
| Rents, Rates & Water Services | 33 | 30 | 30 | 30 |
| Transport Related: | | | | |
| Travelling Expenses | 11,110 | 13,110 | 12,090 | 13,110 |
| Supplies & Services: | | | | |
| 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 |
| Third Party Payments: | | | | |
| 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 |
| Recharges: | | | | |
| Support Services | 266,624 | 315,080 | 315,080 | 320,120 |
| Contract Services Recharge | 0 | 0 | 0 | 3,110 |
| Capital Charges: | | | | |
| Depreciation | 6,907 | 6,910 | 6,910 | 6,910 |
| Total Expenditure | 1,020,663 | 1,128,130 | 1,183,410 | 1,224,320 |
| Income: | | | | |
| 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) |
| Total Income | (41,581) | (58,020) | (58,770) | (85,070) |
| Net Cost of Service | 979,082 | 1,070,110 | 1,124,640 | 1,139,250 |

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 £ |
|---------------------------------|------------------------|--------------------------|-------------------------|--------------------------|
| Expenditure | | | | |
| Employee Costs: | | | | |
| Direct Employee Expenses | 83,344 | 63,090 | 73,750 | 70,640 |
| Indirect Employee Expenses | 72 | 190 | 190 | 190 |
| Premises Related: | | | | |
| Energy Costs | 1,664 | 2,720 | 2,720 | 3,680 |
| Transport Related: | | | | |
| Travelling Expenses | 850 | 880 | 880 | 880 |
| Supplies & Services: | | | | |
| 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 |
| Third Party Payments: | | | | |
| Private Contractors | 25,717 | 30,460 | 30,460 | 30,460 |
| Recharges: | | | | |
| Support Services | 16,927 | 15,300 | 15,300 | 16,570 |
| Total Expenditure | 141,941 | 117,060 | 127,720 | 126,860 |
| Income: | | | | |
| Government Grants | (13,816) | 0 | 0 | 0 |
| Other Grants & Contributions | 0 | 0 | 0 | 0 |
| Fees & Charges | (33,251) | (49,410) | (49,410) | (49,410) |
| Total Income | (47,067) | (49,410) | (49,410) | (49,410) |
| Net Cost of Service | 94,874 | 67,650 | 78,310 | 77,450 |

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 £ |
|------------------------------------|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Employee Costs: | | | | |
| Direct Employee Expenses | 735,498 | 712,180 | 519,330 | 762,800 |
| Indirect Employee Expenses | 757 | 2,050 | 2,050 | 1,890 |
| Premises Related: | | | | |
| Repairs & Maintenance of Buildings | 0 | 770 | 770 | 3,600 |
| Fixtures & Fittings | 0 | 0 | 0 | 0 |
| Energy Costs | 0 | 0 | 0 | 0 |
| Transport Related: | | | | |
| Travelling Expenses | 9,644 | 7,890 | 7,890 | 7,890 |
| Supplies & Services: | | | | |
| 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 |
| Third Party Payments: | | | | |
| Private Contractors | 0 | 20,000 | 20,000 | 20,000 |
| Consultancy & Agency Fees | 244,917 | 479,000 | 479,000 | 375,000 |
| Recharges: | | | | |
| Support Services | 260,512 | 272,160 | 272,160 | 280,120 |
| Contract Services Recharge | 0 | 0 | 0 | 11,040 |
| Total Expenditure | 1,316,030 | 1,526,720 | 1,333,870 | 1,494,760 |
| Income: | | | | |
| 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) |
| Total Income | (266,071) | (161,000) | (161,000) | (186,480) |
| Net Cost of Service | 1,049,959 | 1,365,720 | 1,172,870 | 1,308,280 |

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 £ |
|--|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Employee Costs: | | | | |
| Direct Employee Expenses | 282,928 | 284,870 | 300,820 | 295,310 |
| Indirect Employee Expenses | 2,351 | 930 | 930 | 950 |
| Premises Related: | | | | |
| Rents, Rates & Water Services | 33 | 30 | 30 | 30 |
| Transport Related: | | | | |
| Travelling Expenses | 4,291 | 5,160 | 5,160 | 5,160 |
| Supplies & Services: | | | | |
| 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 |
| Third Party Payments: | | | | |
| Contract Payments | 11,773 | 0 | 0 | 0 |
| Consultancy & Agency Fees | 93,203 | 13,390 | 73,360 | 13,390 |
| Recharges: | | | | |
| Support Services | 91,066 | 68,170 | 68,170 | 75,910 |
| Total Expenditure | 507,681 | 384,610 | 469,830 | 402,650 |
| Income: | | | | |
| Other Contributions & Donations | (3,150) | (5,200) | (5,200) | (5,200) |
| Customer & Client Receipts | (596,576) | (410,830) | (479,770) | (412,630) |
| Total Income | (599,726) | (416,030) | (484,970) | (417,830) |
| Net Cost of Service | (92,044) | (31,420) | (15,140) | (15,180) |

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 £ |
|------------------------------|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Third Party Payments: | | | | |
| Private Contractors | 46,914 | 41,260 | 41,260 | 41,260 |
| Consultancy & Agency Fees | 3,363 | 1,500 | 1,500 | 1,500 |
| Recharges: | | | | |
| Support Services | 111 | 0 | 0 | 0 |
| Total Expenditure | 50,388 | 42,760 | 42,760 | 42,760 |
| Income: | | | | |
| Customer & Client Receipts | (21,714) | 0 | 0 | 0 |
| Interest income | (1) | (4,280) | (4,280) | (4,280) |
| Total Income | (21,715) | (4,280) | (4,280) | (4,280) |
| Net Cost of Service | 28,673 | 38,480 | 38,480 | 38,480 |

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 £ |
|---------------------------------|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Employee Costs: | | | | |
| Direct Employee Expenses | 368,012 | 359,230 | 371,230 | 384,470 |
| Indirect Employee Expenses | 696 | 1,300 | 1,500 | 1,330 |
| Premises Related: | | | | |
| Rents, Rates & Water Services | 3,128 | 2,000 | 0 | 2,000 |
| Transport Related: | | | | |
| Travelling Expenses | 7,481 | 6,660 | 6,480 | 6,660 |
| Supplies & Services: | | | | |
| 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 |
| Recharges: | | | | |
| Support Services | 64,231 | 69,460 | 69,460 | 65,810 |
| Total Expenditure | 451,314 | 449,340 | 459,360 | 469,810 |
| Income: | | | | |
| 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) |
| Total Income | (451,630) | (451,730) | (452,815) | (468,870) |
| Net Cost of Service | (316) | (2,390) | 6,545 | 940 |

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 £ |
|---------------------------------|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Employee Costs: | | | | |
| Direct Employee Expenses | 381,611 | 540,040 | 540,040 | 575,100 |
| Indirect Employee Expenses | 922 | 2,710 | 2,710 | 3,510 |
| Transport Related: | | | | |
| Travelling Expenses | 11,076 | 6,520 | 6,520 | 6,520 |
| Supplies & Services: | | | | |
| 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 |
| Third Party Payments: | | | | |
| Private Contractors | 309,026 | 0 | 0 | 0 |
| Recharges: | | | | |
| Support Services | 160,757 | 264,300 | 264,300 | 161,220 |
| Capital Charges: | | | | |
| | 5,046 | 5,050 | 5,050 | 5,050 |
| Total Expenditure | 888,706 | 852,540 | 852,540 | 786,120 |
| Income: | | | | |
| Other Grants & Contributions | (17,619) | (21,780) | (21,780) | (21,780) |
| Recharge Income | (871,088) | (827,800) | (827,800) | (763,010) |
| Total Income | (888,706) | (849,580) | (849,580) | (784,790) |
| Net Cost of Service | 0 | 2,960 | 2,960 | 1,330 |

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 £ |
|---------------------------------|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Employee Costs: | | | | |
| Direct Employee Expenses | 658,586 | 647,590 | 662,030 | 699,680 |
| Indirect Employee Expenses | 6,308 | 5,930 | 5,930 | 6,160 |
| Premises Related: | | | | |
| Rents, Rates & Water Services | 33 | 30 | 30 | 30 |
| Transport Related: | | | | |
| Travelling Expenses | 20,616 | 25,380 | 23,650 | 25,380 |
| Supplies & Services: | | | | |
| 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 |
| Third Party Payments: | | | | |
| Private Contractors | 40 | 0 | 0 | 0 |
| Consultancy & Agency Fees | 3,292 | 5,000 | 10,000 | 5,000 |
| Recharges: | | | | |
| Support Services | 173,450 | 172,880 | 172,880 | 171,760 |
| Total Expenditure | 890,801 | 883,390 | 900,700 | 930,310 |
| Income: | | | | |
| Recharge Income | (891,107) | (883,970) | (883,970) | (928,580) |
| Total Income | (891,107) | (883,970) | (883,970) | (928,580) |
| Net Cost of Service | (306) | (580) | 16,730 | 1,730 |

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 £ |
|---------------------------------|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Employee Costs: | | | | |
| 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 |
| Transport Related: | | | | |
| Travelling Expenses | 9,696 | 13,460 | 13,460 | 13,460 |
| Supplies & Services: | | | | |
| 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 |
| Third Party Payments: | | | | |
| Private Contractors | 0 | 0 | 0 | 0 |
| Consultancy & Agency Fees | 0 | 0 | 0 | 0 |
| Recharges: | | | | |
| Support Services | 256,584 | 337,910 | 337,910 | 349,590 |
| Total Expenditure | 1,520,441 | 1,459,670 | 1,570,600 | 1,605,020 |
| Income: | | | | |
| Other Grants & Contributions | (2,533) | 0 | 0 | 0 |
| Recharge Income | (1,517,909) | (1,469,470) | (1,469,470) | (1,517,740) |
| Total Income | (1,520,441) | (1,469,470) | (1,469,470) | (1,517,740) |
| Net Cost of Service | 0 | (9,800) | 101,130 | 87,280 |

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 £ |
|-----------------------------------|---------------------------------|--|---|--|
| Summary of Expenditure | | | | |
| 54 Local Community Budgets | 106,588 | 60,500 | 60,500 | 60,500 |
| Total Cost of Portfolio | 106,588 | 60,500 | 60,500 | 60,500 |

Local Community Budgets

M****

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 £ |
|---------------------------------|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Supplies & Services: | | | | |
| Grants & Subscriptions | 106,588 | 60,500 | 60,500 | 60,500 |
| Total Expenditure | 106,588 | 60,500 | 60,500 | 60,500 |
| Net Cost of Service | 106,588 | 60,500 | 60,500 | 60,500 |

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).

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

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 £ |
|------------------------------------|---------------------------------|--|---|--|
| Expenditure | | | | |
| Premises Related: | | | | |
| 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 |
| Supplies & Services: | | | | |
| 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 |
| Third Party Payments: | | | | |
| 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) |
| Recharges: | | | | |
| Support Services | 896,897 | 654,870 | 654,870 | 759,930 |
| Interest Payable: | | | | |
| Interest | 806,769 | 75,820 | 75,820 | 75,820 |
| Capital Charges: | | | | |
| | 1,069,678 | 471,970 | 471,970 | 471,970 |
| Total Expenditure | 3,688,218 | 2,288,130 | 1,829,880 | 2,285,800 |
| Income: | | | | |
| 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) |
| Total Income | (4,772,166) | (4,423,290) | (4,190,040) | (4,311,840) |
| Net Cost of Service | (1,083,948) | (2,135,160) | (2,360,160) | (2,026,040) |

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 £ |
|------------------------------------|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Employee Costs: | | | | |
| Direct Employee Expenses | 115,760 | 111,310 | 125,870 | 118,720 |
| Indirect Employee Expenses | 566 | 600 | 600 | 950 |
| Transport Related: | | | | |
| Travelling Expenses | 5,000 | 5,250 | 5,250 | 5,250 |
| Premises Related: | | | | |
| 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 |
| Transport Related: | | | | |
| Fleet Vehicle Recharges | 3,969 | 7,200 | 7,200 | 6,280 |
| Supplies & Services: | | | | |
| 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 |
| Third Party Payments: | | | | |
| 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 |
| Recharges: | | | | |
| Support Services | 252,883 | 285,840 | 285,840 | 300,840 |
| Contract Services Recharge | 0 | 0 | 0 | 63,750 |
| Interest Payable: | | | | |
| Interest | 24,578 | 59,970 | 59,970 | 113,180 |
| Capital Charges: | | | | |
| | 171,997 | 166,900 | 166,900 | 166,900 |
| Total Expenditure | 775,602 | 841,530 | 880,040 | 1,015,150 |
| Income: | | | | |
| Fees & Charges | (3,264,055) | (3,582,020) | (3,316,300) | (3,440,570) |
| Total Income | (3,264,055) | (3,582,020) | (3,316,300) | (3,440,570) |
| Net Cost of Service | (2,488,453) | (2,740,490) | (2,436,260) | (2,425,420) |

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 £ |
|---------------------------------|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Supplies & Services: | | | | |
| Printing, Stationery & General | 1,968 | 1,910 | 1,910 | 1,650 |
| Third Party Payments: | | | | |
| Consultancy & Agency Fees | 6,925 | 17,500 | 17,500 | 17,500 |
| Transfer Payments: | | | | |
| Benefits | 541,523 | 0 | 0 | 0 |
| Recharges: | | | | |
| Support Services | 1,284,440 | 889,000 | 889,000 | 885,370 |
| Total Expenditure | 1,834,856 | 908,410 | 908,410 | 904,520 |
| Income: | | | | |
| 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) |
| Total Income | (734,204) | (373,100) | (374,610) | (373,100) |
| Net Cost of Service | 1,100,652 | 535,310 | 533,800 | 531,420 |

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)

| 04 | Actual 2020/21 £ | Original Budget 2021/22 £ | Working Budget 2021/22 £ | Original Budget 2022/23 £ |
|---------------------------------|---------------------------------|--|---|--|
| Expenditure | | | | |
| Supplies & Services: | | | | |
| Grants & Subscriptions | 11,525 | 0 | 0 | 0 |
| Third Party Payments: | | | | |
| Consultancy & Agency Fees | 7,925 | 0 | 0 | 0 |
| Recharges: | | | | |
| Support Services | 210,371 | 228,420 | 228,420 | 228,000 |
| Total Expenditure | 229,821 | 228,420 | 228,420 | 228,000 |
| Income: | | | | |
| 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) |
| Total Income | (193,772) | (118,760) | (218,760) | (119,260) |
| Net Cost of Service | 36,049 | 109,660 | 9,660 | 108,740 |

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.

| 05 | Actual 2020/21 £ | Original Budget 2021/22 £ | Working Budget 2021/22 £ | Original Budget 2022/23 £ |
|---------------------------------|---------------------------------|--|---|--|
| Expenditure | | | | |
| Employee Costs: | | | | |
| Direct Employee Expenses | 1,433 | 0 | 18,620 | 0 |
| Premises Related: | | | | |
| Rents, Rates & Water Services | 1,710 | 6,480 | 3,390 | 6,480 |
| Transport Related: | | | | |
| Travelling Expenses | 0 | 1,340 | 750 | 1,340 |
| Supplies & Services: | | | | |
| 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 |
| Third Party Payments: | | | | |
| Consultancy & Agency Fees | 306 | 36,200 | 84,390 | 36,200 |
| Private Contractors | 44,621 | 0 | 0 | 0 |
| Recharges: | | | | |
| Support Services | 124,444 | 122,840 | 122,840 | 107,840 |
| Capital Charges: | 2,790 | 2,790 | 2,790 | 2,790 |
| Total Expenditure | 202,611 | 214,250 | 440,790 | 201,030 |
| Income: | | | | |
| Government Grants | (12,067) | 0 | 0 | 0 |
| Other Contributions & Donations | (18,000) | 0 | (226,540) | 0 |
| Total Income | (30,067) | 0 | (226,540) | 0 |
| Net Cost of Service | 172,544 | 214,250 | 214,250 | 201,030 |

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 £ |
|---------------------------------|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Employee Costs: | | | | |
| Direct Employee Expenses | 2,450 | 0 | 0 | 0 |
| Indirect Employee Expenses | 445 | 0 | 0 | 0 |
| Supplies & Services: | | | | |
| 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 |
| Third Party Payments: | | | | |
| Consultancy & Agency Fees | 7,018 | 14,000 | 14,000 | 14,000 |
| Recharges: | | | | |
| Support Services | 91,892 | 77,960 | 77,960 | 59,790 |
| Total Expenditure | 158,342 | 135,210 | 135,210 | 117,560 |
| Income: | | | | |
| Other Income | 0 | 0 | 0 | 0 |
| Customer & Client Receipts | (2,342) | (1,500) | (1,500) | (1,500) |
| Government Grants | (55,839) | 0 | 0 | 0 |
| Total Income | (58,181) | (1,500) | (1,500) | (1,500) |
| Net Cost of Service | 100,162 | 133,710 | 133,710 | 116,060 |

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 £ |
|------------------------------------|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Employee Costs: | | | | |
| Direct Employee Expenses | 71,779 | 64,270 | 67,030 | 70,210 |
| Indirect Employee Expenses | 306 | 410 | 410 | 560 |
| Transport Related: | | | | |
| Travelling Expenses | 1,710 | 1,750 | 1,750 | 1,750 |
| Premises Related: | | | | |
| 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 |
| Supplies & Services: | | | | |
| 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 |
| Third Party Payments: | | | | |
| Consultancy & Agency Fees | 38,573 | 36,590 | 36,590 | 37,460 |
| Private Contractors | 0 | 0 | 20,000 | 0 |
| Recharges: | | | | |
| Support Services | 74,098 | 62,730 | 62,730 | 67,570 |
| Contract Services | 20,030 | 20,500 | 20,500 | 21,420 |
| Total Expenditure | 379,687 | 360,210 | 382,870 | 404,670 |
| Income: | | | | |
| Other Contributions & Donations | 0 | 0 | 0 | 0 |
| Rental Income | (331,254) | (429,600) | (388,640) | (438,580) |
| Recharge Income | (34,400) | 0 | 0 | 0 |
| Total Income | (365,654) | (429,600) | (388,640) | (438,580) |
| Net Cost of Service | 14,033 | (69,390) | (5,770) | (33,910) |

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 £ |
|---------------------------------|---------------------------------|--|---|--|
| Expenditure | | | | |
| Supplies & Services: | | | | |
| Equipment, Tools & Materials | 4,404 | 5,690 | 5,690 | 5,690 |
| Printing, Stationery & General | 0 | 0 | 0 | 0 |
| Third Party Payments: | | | | |
| Private Contractors | 2,160 | 4,130 | 4,130 | 4,130 |
| Consultancy & Agency Fees | 0 | 1,200 | 0 | 1,200 |
| Recharges: | | | | |
| Support Services | 132,860 | 128,750 | 128,750 | 136,180 |
| Total Expenditure | 139,424 | 139,770 | 138,570 | 147,200 |
| Income: | | | | |
| Customer & Client Receipts | (98,034) | (137,290) | (114,310) | (137,290) |
| Other Contributions & Donations | 0 | 0 | 0 | 0 |
| Total Income | (98,034) | (137,290) | (114,310) | (137,290) |
| Net Cost of Service | 41,390 | 2,480 | 24,260 | 9,910 |

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 £ |
|---------------------------------|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Employee Costs: | | | | |
| Direct Employee Expenses | 0 | 0 | 0 | 0 |
| Supplies & Services: | | | | |
| Miscellaneous Expenses | 0 | 0 | 0 | 0 |
| Grants & Subscriptions | 310 | 320 | 320 | 320 |
| Bank Charges | 308 | 1,500 | 1,500 | 1,500 |
| Recharges: | | | | |
| Support Services | 59,696 | 68,670 | 68,670 | 68,150 |
| Total Expenditure | 60,313 | 70,490 | 70,490 | 69,970 |
| Income: | | | | |
| Customer & Client Receipts | (88,551) | (83,990) | (89,460) | (85,650) |
| Total Income | (88,551) | (83,990) | (89,460) | (85,650) |
| Net Cost of Service | (28,238) | (13,500) | (18,970) | (15,680) |

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 £ |
|---------------------------------|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Supplies & Services: | | | | |
| Printing, Stationery & General | 0 | 100 | 100 | 100 |
| Miscellaneous Expenses | 16,611 | 12,500 | 12,500 | 12,500 |
| Recharges: | | | | |
| Support Services | 70,188 | 62,200 | 62,200 | 60,070 |
| Total Expenditure | 86,799 | 74,800 | 74,800 | 72,670 |
| Income: | | | | |
| Customer & Client Receipts | (71,749) | (65,500) | (65,500) | (67,700) |
| Total Income | (71,749) | (65,500) | (65,500) | (67,700) |
| Net Cost of Service | 15,050 | 9,300 | 9,300 | 4,970 |

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 £ |
|---|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Employee Costs: | | | | |
| Direct Employee Expenses | 56,633 | 0 | 0 | 0 |
| Indirect Employee Expenses | 23,731 | 0 | 0 | 0 |
| Transport Related: | | | | |
| Fleet Vehicle Recharges | 77 | 0 | 0 | 0 |
| Supplies & Services: | | | | |
| 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 |
| Third Party Payments: | | | | |
| Consultancy & Agency Fees | 16,000 | 25,800 | 25,800 | 25,800 |
| Private Contractors | 371 | 0 | 0 | 0 |
| Recharges: | | | | |
| Support Services | 73,866 | 76,780 | 76,780 | 78,290 |
| Capital Charges: | | | | |
| (Gains)/Losses on revaluation | (6,000) | 0 | 0 | 0 |
| Total Expenditure | 19,977,581 | 2,982,600 | 1,197,500 | 1,463,160 |
| Income: | | | | |
| 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 |
| Total Income | (21,728,127) | (765,210) | (1,110,210) | (10,000) |
| Net Cost of Service | (1,750,547) | 2,217,390 | 87,290 | 1,453,160 |

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

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 £ |
|--|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Payment of pooling receipts Government share | 863,608 | 0 | 0 | 0 |
| Interest: | | | | |
| Interest Paid to HRA | 285,389 | 168,410 | 197,840 | 238,790 |
| Interest on Pension Scheme Liabilities | 53,894,780 | 0 | 0 | 0 |
| Total Expenditure | 55,043,777 | 168,410 | 197,840 | 238,790 |
| Income: | | | | |
| 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 |
| Total Income | (40,840,716) | (254,810) | (290,270) | (382,090) |
| Net Cost of Service | 14,203,061 | (86,400) | (92,430) | (143,300) |

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 £ |
|--|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| 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 |
| Capital Charges: | | | | |
| 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 |
| Total Expenditure | (12,892,533) | (804,940) | 21,380 | 139,160 |
| Income: | | | | |
| 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 |
| Total Income | (1,788,935) | (3,874,430) | (3,874,430) | (3,864,610) |
| Net Cost of Service | (14,681,469) | (4,679,370) | (3,853,050) | (3,725,450) |

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 £ |
|------------------------------------|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Employee Costs: | | | | |
| Direct Employee Expenses | 0 | 0 | 0 | 0 |
| Indirect Employee Expenses | (114) | 4,250 | 4,250 | 4,250 |
| Supplies & Services: | | | | |
| 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 |
| Third Party Payments: | | | | |
| Consultancy & Agency Fees | 110,705 | 81,950 | 81,950 | 81,950 |
| Contributions to / from Provisions | 32,130 | 0 | 0 | 0 |
| Recharges: | | | | |
| 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 |
| Interest: | | | | |
| Total Expenditure | 3,081,047 | 3,225,710 | 3,225,710 | 3,297,580 |
| Income: | | | | |
| 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) |
| Total Income | (1,966,467) | (1,560,190) | (1,571,410) | (1,230,770) |
| Net Cost of Service | 1,114,580 | 1,665,520 | 1,654,300 | 2,066,810 |

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

Resources - Support Services

| | Actual 2020/21 £ | Original Budget 2021/22 £ | Working Budget 2021/22 £ | Original Budget 2022/23 £ |
|--|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Summary of Expenditure | | | | |
| 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 |
| Total Cost of Portfolio | 6,969 | 70,690 | 695,560 | (78,320) |

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 £ |
|------------------------------------|---------------------------------|--|---|--|
| Expenditure | | | | |
| Premises Related: | | | | |
| 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 |
| Supplies & Services: | | | | |
| 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 |
| Third Party Payments: | | | | |
| Contributions to / from Provisions | 16,038 | 0 | 0 | 0 |
| Contract Services | 17,727 | 18,440 | 18,440 | 19,270 |
| Recharges: | | | | |
| Support Services | 590,484 | 489,520 | 489,520 | 494,160 |
| Capital Charges: | 145,800 | 162,030 | 162,030 | 162,030 |
| Total Expenditure | 1,277,624 | 1,210,300 | 1,256,300 | 1,279,870 |
| Income: | | | | |
| Fees & Charges | (197,750) | (139,420) | (244,420) | (139,420) |
| Recharge Income | (1,063,836) | (1,045,710) | (1,045,710) | (1,122,860) |
| Total Income | (1,261,586) | (1,185,130) | (1,290,130) | (1,262,280) |
| Net Cost of Service | 16,038 | 25,170 | (33,830) | 17,590 |

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 .

| 02 | Actual 2020/21 £ | Original Budget 2021/22 £ | Working Budget 2021/22 £ | Original Budget 2022/23 £ |
|------------------------------------|---------------------------------|--|---|--|
| Expenditure | | | | |
| Premises Related: | | | | |
| 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 |
| Supplies & Services: | | | | |
| Communications & Computing | 1,067 | 2,170 | 2,170 | 0 |
| Third Party Payments: | | | | |
| Contract Services | 0 | 0 | 0 | 0 |
| Appropriations | (28,963) | 0 | 0 | 0 |
| Recharges: | | | | |
| Support Services | 0 | 0 | 0 | 0 |
| Capital Charges: | 13,687 | 16,510 | 16,510 | 16,510 |
| Total Expenditure | 10,970 | 22,640 | 22,640 | 16,510 |
| Income: | | | | |
| Fees & Charges | 2,717 | 0 | 0 | 0 |
| Recharge Income | 0 | 0 | 0 | 0 |
| Total Income | 2,717 | 0 | 0 | 0 |
| Net Cost of Service | 13,687 | 22,640 | 22,640 | 16,510 |
| Service Details: | | | | |

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 £ |
|------------------------------------|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Employee Costs: | | | | |
| Direct Employee Expenses | 305,775 | 405,000 | 405,000 | 425,900 |
| Indirect Employee Expenses | 1,220 | 1,880 | 1,880 | 2,080 |
| Premises Related: | | | | |
| Repairs & Maintenance Of Buildings | 0 | 290,170 | 290,170 | 290,170 |
| Cleaning & Domestic Supplies | 114,235 | 107,100 | 107,100 | 109,970 |
| Transport Related: | | | | |
| Fleet Vehicle Recharges | 2,857 | 6,160 | 6,160 | 6,160 |
| Travelling Expenses | 4,270 | 4,380 | 4,380 | 4,380 |
| Supplies & Services: | | | | |
| 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 |
| Third Party Payments: | | | | |
| Consultancy & Agency Fees | 20,894 | 20,210 | 20,210 | 20,690 |
| Recharges: | | | | |
| Support Services | 73,632 | 108,400 | 108,400 | 117,340 |
| Total Expenditure | 572,345 | 1,013,170 | 1,013,170 | 1,050,900 |
| Income: | | | | |
| Fees & Charges | (704) | (5,200) | (5,200) | (5,200) |
| Recharge income | (571,474) | (968,640) | (968,640) | (1,042,440) |
| Total Income | (572,178) | (973,840) | (973,840) | (1,047,640) |
| Net Cost of Service | 167 | 39,330 | 39,330 | 3,260 |

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 £ |
|---------------------------------|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Employee Costs: | | | | |
| Direct Employee Expenses | 668,790 | 670,200 | 670,200 | 679,190 |
| Indirect Employee Expenses | 5,910 | 17,530 | 17,530 | 17,460 |
| Premises Related: | | | | |
| Rents, Rates & Water Services | 720 | 1,050 | 1,050 | 1,040 |
| Transport Related: | | | | |
| Travelling Expenses | 5,485 | 7,460 | 7,460 | 7,460 |
| Supplies & Services: | | | | |
| 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 |
| Third Party Payments: | | | | |
| Consultancy & Agency Fees | 316 | 2,200 | 2,200 | 2,200 |
| Recharges: | | | | |
| Support Services | 167,603 | 174,510 | 174,510 | 127,230 |
| Total Expenditure | 869,325 | 890,970 | 890,970 | 852,500 |
| Income: | | | | |
| Recharge income | (872,000) | (888,840) | (888,840) | (850,790) |
| Total Income | (872,000) | (888,840) | (888,840) | (850,790) |
| Net Cost of Service | (2,675) | 2,130 | 2,130 | 1,710 |

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 £ |
|---------------------------------|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Employee Costs: | | | | |
| Direct Employee Expenses | 511,064 | 493,550 | 493,550 | 479,380 |
| Indirect Employee Expenses | 2,258 | 3,120 | 3,120 | 3,360 |
| Premises Related: | | | | |
| Rents, Rates & Water Services | 2,979 | 3,290 | 3,290 | 3,280 |
| Transport Related: | | | | |
| Travelling Expenses | 47,388 | 59,130 | 59,130 | 59,130 |
| Supplies & Services: | | | | |
| 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 |
| Third Party Payments: | | | | |
| Private Contractors | 0 | 0 | 0 | 0 |
| Consultancy & Agency Fees | 5,000 | 0 | 0 | 0 |
| Recharges: | | | | |
| Support Services | 201,274 | 217,270 | 217,270 | 209,190 |
| Capital Charges: | | | | |
| | 64,281 | 51,250 | 51,250 | 51,250 |
| Total Expenditure | 1,356,276 | 1,367,350 | 1,367,350 | 1,355,110 |
| Income: | | | | |
| Recharge Income | (1,356,276) | (1,364,000) | (1,364,000) | (1,354,840) |
| Total Income | (1,356,276) | (1,364,000) | (1,364,000) | (1,354,840) |
| Net Cost of Service | 0 | 3,350 | 3,350 | 270 |

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.

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

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.

| 07 | Actual 2020/21 £ | Original Budget 2021/22 £ | Working Budget 2021/22 £ | Original Budget 2022/23 £ |
|---------------------------------|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Employee Costs: | | | | |
| Direct Employee Expenses | 508,957 | 495,260 | 525,260 | 477,490 |
| Indirect Employee Expenses | 1,183 | 7,460 | 7,460 | 7,410 |
| Premises Related: | | | | |
| Rents, Rates & Water Services | 764 | 1,350 | 1,350 | 1,290 |
| Transport Related: | | | | |
| Travelling Expenses | 7,055 | 9,490 | 9,490 | 9,490 |
| Supplies & Services: | | | | |
| 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 |
| Third Party Payments: | | | | |
| Consultancy & Agency Fees | 13,175 | 32,860 | 45,540 | 14,860 |
| Recharges: | | | | |
| Support Services | 205,405 | 224,600 | 224,600 | 221,880 |
| Capital Charges: | 4,849 | 4,850 | 4,850 | 4,850 |
| Total Expenditure | 809,026 | 878,710 | 921,390 | 839,040 |
| Income: | | | | |
| Other Grants & Contributions | (12,994) | 0 | 0 | 0 |
| Recharge Income | (796,032) | (919,880) | (919,880) | (873,750) |
| Total Income | (809,026) | (919,880) | (919,880) | (873,750) |
| Net Cost of Service | 0 | (41,170) | 1,510 | (34,710) |

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.

| 08 | Actual 2020/21 £ | Original Budget 2021/22 £ | Working Budget 2021/22 £ | Original Budget 2022/23 £ |
|------------------------------------|---------------------------------|--|---|--|
| Expenditure | | | | |
| Employee Costs: | | | | |
| 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 |
| Transport Related: | | | | |
| Travelling Expenses | 29,016 | 41,570 | 41,570 | 41,570 |
| Supplies & Services: | | | | |
| 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 |
| Third Party Payments: | | | | |
| 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 |
| Recharges: | | | | |
| Support Services Recharge | 611,971 | 816,130 | 816,130 | 892,810 |
| Capital Charges: | | | | |
| | 245,536 | 206,640 | 206,640 | 206,640 |
| Total Expenditure | 5,177,026 | 5,658,760 | 6,586,630 | 5,811,980 |
| Income: | | | | |
| 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) |
| Total Income | (5,328,199) | (5,599,260) | (6,033,340) | (5,827,440) |
| Net Cost of Service | (151,172) | 59,500 | 553,290 | (15,460) |

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 & Safety and Graduate Trainees.

| 09 | Actual 2020/21 £ | Original Budget 2021/22 £ | Working Budget 2021/22 £ | Original Budget 2022/23 £ |
|---------------------------------|---------------------------------|--|---|--|
| Expenditure | | | | |
| Employee Costs: | | | | |
| Direct Employee Expenses | 760,478 | 702,420 | 738,920 | 699,310 |
| Indirect Employee Expenses | 122,036 | 99,190 | 99,190 | 92,900 |
| Premises Related: | | | | |
| Rents, Rates & Water Services | 1,070 | 1,180 | 1,180 | 1,180 |
| Transport Related: | | | | |
| Travelling Expenses | 13,839 | 14,570 | 14,570 | 14,570 |
| Supplies & Services: | | | | |
| 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 |
| Third Party Payments: | | | | |
| Private Contractors | 6,668 | 5,000 | 2,500 | 5,000 |
| Consultancy & Agency Fees | 65,694 | 61,770 | 67,170 | 61,770 |
| Recharges: | | | | |
| Support Services | 249,664 | 239,210 | 239,210 | 234,960 |
| Total Expenditure | 1,296,015 | 1,202,800 | 1,242,200 | 1,188,780 |
| Income: | | | | |
| 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) |
| Total Income | (1,161,467) | (1,219,080) | (1,219,080) | (1,214,900) |
| Net Cost of Service | 134,547 | (16,280) | 23,120 | (26,120) |

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 £ |
|---------------------------------|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Employee Costs: | | | | |
| 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 |
| Premises Related: | | | | |
| Rents, Rates & Water Services | 11,077 | 12,280 | 12,280 | 12,260 |
| Transport Related: | | | | |
| Travelling Expenses | 33,441 | 35,710 | 35,710 | 35,710 |
| Supplies & Services: | | | | |
| 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 |
| Third Party Payments: | | | | |
| 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 |
| Recharges: | | | | |
| Support Services | 1,048,040 | 1,143,210 | 1,143,210 | 1,146,980 |
| Capital Charges: | 1,781 | 1,780 | 1,780 | 1,780 |
| Total Expenditure | 3,747,199 | 3,630,870 | 3,690,870 | 3,764,350 |
| Income: | | | | |
| 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) |
| Total Income | (3,731,193) | (3,661,910) | (3,661,910) | (3,837,160) |
| Net Cost of Service | 16,007 | (31,040) | 28,960 | (72,810) |

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

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 £ |
|---------------------------------|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Employee Costs: | | | | |
| Direct Employee Expenses | 1,124,713 | 933,800 | 933,800 | 894,490 |
| Indirect Employee Expenses | 11,372 | 8,510 | 8,510 | 8,620 |
| Transport Related: | | | | |
| Travelling Expenses | 27,375 | 31,570 | 31,570 | 31,570 |
| Supplies & Services: | | | | |
| 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 |
| Recharges: | | | | |
| Support Services | 471,827 | 519,760 | 519,760 | 548,410 |
| Total Expenditure | 1,670,201 | 1,565,160 | 1,583,160 | 1,525,790 |
| Income: | | | | |
| Fees & Charges | 0 | 0 | 0 | 0 |
| Recharge Income | (1,670,201) | (1,565,640) | (1,565,640) | (1,522,980) |
| Total Income | (1,670,201) | (1,565,640) | (1,565,640) | (1,522,980) |
| Net Cost of Service | 0 | (480) | 17,520 | 2,810 |

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 £ |
|--|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Employee Costs: | | | | |
| Direct Employee Expenses | 802,261 | 843,160 | 758,010 | 838,940 |
| Indirect Employee Expenses | 6,302 | 3,450 | 15,080 | 8,050 |
| Premises Related: | | | | |
| 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 |
| Transport Related: | | | | |
| 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 |
| Supplies & Services: | | | | |
| 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 |
| Third Party Payments: | | | | |
| 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 |
| Recharges: | | | | |
| 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 |
| Capital Charges: | | | | |
| Capital Charges | 66,964 | 74,620 | 74,620 | 74,620 |
| Total Expenditure | 3,254,137 | 3,331,800 | 3,171,680 | 3,446,830 |
| Income: | | | | |
| 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) |
| | (3,253,692) | (3,368,240) | (3,341,920) | (3,488,580) |
| Net Cost of Service | 445 | (36,440) | (170,240) | (41,750) |

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

RIGHT TO BUY 2021/22

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

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 | 101.01 | 0.02 | 105.15 | 0.02 |
| 3 Bedroom House | 110.19 | 0.01 | 114.70 | 0.01 |
| 4 Bedroom House | 121.49 | 0.01 | 126.47 | 0.01 |
| 5 Bedroom House | 127.84 | 0.00 | 133.08 | 0.00 |
| 6 Bedroom House | 136.24 | 0.00 | 141.83 | 0.00 |
| Studio Flat | 70.24 | 5.87 | 73.12 | 6.26 |
| 1 Bedroom Flat | 82.45 | 6.81 | 85.83 | 7.28 |
| 2 Bedroom Flat | 95.29 | 8.02 | 99.20 | 8.60 |
| 3 Bedroom Flat | 102.74 | 9.17 | 106.96 | 9.71 |
| 1 Bedroom Bungalow | 90.40 | 0.14 | 94.11 | 0.15 |
| 2 Bedroom Bungalow | 104.47 | 0.00 | 108.76 | 0.00 |
| 3 Bedroom Bungalow | 112.25 | 0.00 | 116.86 | 0.00 |
| 2 Bedroom Maisonette | 90.44 | 11.27 | 94.15 | 11.88 |
| 3 Bedroom Maisonette | 102.17 | 4.59 | 106.36 | 4.96 |

* Rents restated for current properties

REPAIRS & MAINTENANCE 2022/23

| | | |
|---------------------|------------------|-----------------------------|
| | £ | |
| Responsive Repairs | 5,827,430 | Estimated total for 2022/23 |
| Planned Maintenance | 2,526,850 | Estimated total for 2022/23 |

| | Actual 2020/21 £ | Original Budget 2021/22 £ | Working Budget 2021/22 £ | Original Budget 2022/23 £ |
|---|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Summary of Expenditure | | | | |
| 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 ⁽¹⁾ | 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 |
| Total Expenditure | 24,191,114 | 23,820,360 | 25,302,420 | 25,554,720 |
| Summary of Income | | | | |
| Rental Income: | | | | |
| 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) |
| Total Income | (45,766,364) | (46,962,340) | (46,660,270) | (49,561,760) |
| 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) |
| Net (Surplus)/Deficit For Year | (3,045,643) | (4,079,220) | (2,635,770) | (4,159,960) |
| Appropriations: | | | | |
| 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 |
| Housing Revenue Account Balance | | | | |
| Net Expenditure/(Income) for Year | (5,574,863) | (2,719,960) | (1,276,510) | (1,956,200) |
| Balance B/Fwd 1 April | (21,302,059) | (26,876,922) | (26,876,922) | (28,153,432) |
| HRA Balance C/Fwd 31 March | (26,876,922) | (29,596,882) | (28,153,432) | (30,109,632) |

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.

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

| | Actual 2020/21 £ | Original Budget 2021/22 £ | Working Budget 2021/22 £ | Original Budget 2022/23 £ |
|--------------------------------------|---------------------------------|--|---|--|
| Summary of Net Expenditure | | | | |
| 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 |
| Total Cost of Portfolio | (5,526,086) | (2,719,960) | (1,261,510) | (1,956,200) |

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 £ |
|---------------------------------------|---------------------------------|--|---|--|
| Income: | | | | |
| Rental Income | | | | |
| 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) |
| Other Grants and Contributions | | | | |
| 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) |
| TOTAL INCOME | (40,083,822) | (41,013,730) | (40,729,840) | (42,933,720) |

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 & 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 £ |
|---------------------------------|---------------------------------|--|---|--|
| Expenditure | | | | |
| Employee Costs: | | | | |
| Direct Employee Expenses | 764,723 | 743,390 | 653,400 | 711,010 |
| Indirect Employee Expenses | 6,183 | 5,200 | 5,200 | 4,460 |
| Premises Related: | | | | |
| Rents, Rates & Water Services | 90,104 | 57,140 | 57,140 | 57,140 |
| Premises Insurance | 294 | 350 | 350 | 350 |
| Transport Related: | | | | |
| Travelling Expenses | 15,981 | 16,450 | 16,450 | 16,450 |
| Supplies & Services: | | | | |
| 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 |
| Third Party Payments: | | | | |
| 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 |
| Recharges: | | | | |
| Support Services | 658,721 | 647,200 | 647,200 | 612,290 |
| Total Expenditure | 1,680,554 | 1,613,900 | 1,523,910 | 1,545,080 |
| Income: | | | | |
| Other Income | (45,231) | 0 | 0 | 0 |
| Recharges: | | | | |
| Recharge Income HRA | (314,780) | (280,990) | (280,990) | (280,990) |
| Recharge Income GF & Capital | (47,000) | (41,950) | (41,950) | (41,950) |
| Total Income | (407,011) | (322,940) | (322,940) | (322,940) |
| Net Cost of Service | 1,273,544 | 1,290,960 | 1,200,970 | 1,222,140 |

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.

| 03 | Actual 2020/21 £ | Original Budget 2021/22 £ | Working Budget 2021/22 £ | Original Budget 2022/23 £ |
|---------------------------------|---------------------------------|--|---|--|
| Expenditure | | | | |
| Employee Costs: | | | | |
| Direct Employee Expenses | 678,233 | 665,290 | 665,290 | 812,570 |
| Indirect Employee Expenses | 7,966 | 4,200 | 4,200 | 4,320 |
| Premises Related: | | | | |
| Rents, Rates & Water Services | 3,717 | 3,060 | 3,060 | 3,060 |
| Transport Related: | | | | |
| Travelling Expenses | 9,654 | 12,540 | 12,540 | 12,540 |
| Supplies & Services: | | | | |
| 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 |
| Third Party Payments: | | | | |
| Private Contractors | 216 | 0 | 0 | 0 |
| Consultancy & Agency Fees | 37,262 | 1,500 | 1,500 | 1,500 |
| Recharges: | | | | |
| Support Services | 518,373 | 502,630 | 502,630 | 483,150 |
| Total Expenditure | 1,714,096 | 1,497,030 | 1,497,030 | 1,625,440 |
| Recharges: | | | | |
| Recharge Income GF & Capital | (12,520) | (12,800) | (12,800) | (12,800) |
| Total Income | (12,520) | (12,800) | (12,800) | (12,800) |
| Net Cost of Service | 1,701,576 | 1,484,230 | 1,484,230 | 1,612,640 |

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.

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

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.

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

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 £ |
|---------------------------------|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Employee Costs: | | | | |
| Direct Employee Expenses | 858 | 0 | 0 | 0 |
| Indirect Employee Expenses | 48 | 0 | 0 | 0 |
| Transport Related: | | | | |
| Travelling Expenses | 0 | 1,020 | 1,020 | 1,020 |
| Supplies & Services: | | | | |
| 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 |
| Third Party Payments: | | | | |
| Private Contractors | 3,750 | 9,000 | 9,000 | 9,000 |
| Consultancy & Agency Fees | 0 | 3,500 | 3,500 | 3,500 |
| Recharges: | | | | |
| Support Services | 11,366 | 510 | 510 | 0 |
| Total Expenditure | 18,061 | 22,700 | 22,700 | 22,190 |
| Income: | | | | |
| Fees & Charges | 0 | (45,500) | (45,500) | (45,500) |
| Total Income | 0 | (45,500) | (45,500) | (45,500) |
| Net Cost of Service | 18,061 | (22,800) | (22,800) | (23,310) |

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.

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

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 £ |
|------------------------------------|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Employee Costs: | | | | |
| 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 |
| Premises Related: | | | | |
| 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 |
| Transport Related: | | | | |
| Travelling Expenses | 45,829 | 37,510 | 37,560 | 37,510 |
| Supplies & Services: | | | | |
| 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 |
| Third Party Payments: | | | | |
| 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 |
| Recharges: | | | | |
| Support Services | 331,221 | 410,480 | 410,480 | 446,980 |
| Total Expenditure | 2,683,308 | 3,116,530 | 3,398,910 | 3,099,030 |
| Income: | | | | |
| 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 |
| Total Income | (1,016,838) | (1,095,690) | (1,095,690) | (1,212,160) |
| Net Cost of Service | 1,666,470 | 2,020,840 | 2,303,220 | 1,886,870 |

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 £ |
|------------------------------------|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Employee Costs: | | | | |
| Direct Employee Expenses | 401,682 | 347,850 | 375,290 | 366,700 |
| Indirect Employee Expenses | 4,849 | 3,930 | 3,930 | 4,030 |
| Premises Related: | | | | |
| 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 |
| Transport Related: | | | | |
| Fleet Vehicle Recharges | 25,419 | 28,720 | 28,720 | 29,840 |
| Travelling Expenses | 1,773 | 3,680 | 2,480 | 3,680 |
| Supplies & Services: | | | | |
| 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 |
| Third Party Payments: | | | | |
| Contract Services | 2,722 | 3,530 | 3,530 | 2,710 |
| Private Contractors | 0 | 0 | 0 | 0 |
| Recharges: | | | | |
| Support Services | 246,007 | 231,760 | 231,760 | 250,450 |
| Total Expenditure | 1,537,878 | 1,483,260 | 1,512,820 | 1,587,470 |
| Income: | | | | |
| 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) |
| Total Income | (1,665,665) | (1,769,930) | (1,769,930) | (1,776,590) |
| Net Cost of Service | (127,787) | (286,670) | (257,110) | (189,120) |

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 £ |
|------------------------------------|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Employee Costs: | | | | |
| Direct Employee Expenses | 216,423 | 244,760 | 244,760 | 279,700 |
| Indirect Employee Expenses | 2,268 | 1,680 | 1,680 | 2,020 |
| Premises Related: | | | | |
| 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 |
| Transport Related: | | | | |
| Travelling Expenses | 7,587 | 8,260 | 8,260 | 8,260 |
| Supplies & Services: | | | | |
| 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 |
| Third Party Payments: | | | | |
| Private Contractors | 63 | 300 | 300 | 300 |
| Consultancy & Agency Fees | 0 | 29,150 | 29,150 | 29,150 |
| Recharges: | | | | |
| Support Services | 125,127 | 125,060 | 125,060 | 132,520 |
| Total Expenditure | 507,386 | 544,320 | 544,320 | 600,640 |
| Income: | | | | |
| 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) |
| Recharges: | | | | |
| Recharge Income GF & Capital | (99,260) | (99,260) | (99,260) | (99,260) |
| Total Income | (985,774) | (851,860) | (833,680) | (1,061,880) |
| Net Cost of Service | (478,388) | (307,540) | (289,360) | (461,240) |

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 £ |
|--|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Employee Costs: | | | | |
| Direct Employee Expenses | 314,107 | 397,230 | 397,230 | 442,960 |
| Indirect Employee Expenses | 1,694 | 2,240 | 2,240 | 2,020 |
| Premises Related: | | | | |
| Rents, Rates & Water Services | 13,750 | 7,530 | 7,530 | 7,530 |
| Transport Related: | | | | |
| Travelling Expenses | 4,305 | 4,130 | 4,130 | 4,130 |
| Supplies & Services: | | | | |
| 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 |
| Third Party Payments: | | | | |
| Consultancy & Agency Fees | 6,600 | 0 | 62,460 | 0 |
| Recharges: | | | | |
| Support Services | 138,423 | 254,540 | 254,540 | 252,120 |
| Total Expenditure | 482,161 | 675,430 | 737,890 | 718,330 |
| Income: | | | | |
| Fees & Charges | (25,016) | (75,000) | (75,000) | (75,000) |
| Recharges: | | | | |
| Recharge Income General Fund & Capital | (160,460) | (243,840) | (243,840) | (261,990) |
| Total Income | (185,476) | (318,840) | (318,840) | (336,990) |
| Net Cost of Service | 296,685 | 356,590 | 419,050 | 381,340 |

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 £ |
|--|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Employee Costs: | | | | |
| 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 |
| Transport Related: | | | | |
| Travelling Expenses | 24,033 | 32,890 | 32,890 | 32,890 |
| Supplies & Services: | | | | |
| 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 |
| Third Party Payments: | | | | |
| 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 |
| Recharges: | | | | |
| Support Services | 2,058,289 | 2,275,670 | 2,275,670 | 2,317,410 |
| Total Expenditure | 4,932,294 | 6,303,090 | 7,101,020 | 7,182,760 |
| Income: | | | | |
| Other Income | 0 | (6,000) | (6,000) | (6,400) |
| Recharges: | | | | |
| 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) |
| Total Income | (2,722,425) | (2,871,930) | (2,871,930) | (3,200,060) |
| Net Cost of Service | 2,209,869 | 3,431,160 | 4,229,090 | 3,982,700 |

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

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 £ |
|---------------------------------|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Supplies & Services: | | | | |
| Communications & Computing | 699 | 970 | 970 | 960 |
| Miscellaneous Expenses | 2,189 | 0 | 0 | 0 |
| Recharges: | | | | |
| Support Services | 72,044 | 82,630 | 82,630 | 88,350 |
| Third Party Payments: | | | | |
| Private Contractors | 1,164,181 | 1,185,190 | 1,170,190 | 1,215,530 |
| Total Expenditure | 1,239,115 | 1,268,790 | 1,253,790 | 1,304,840 |
| Income: | | | | |
| Other Income | 0 | (2,000) | (2,000) | (2,000) |
| Recharges: | | | | |
| Recharge Income HRA | (34,995) | (55,390) | (55,390) | (55,390) |
| Total Income | (34,995) | (57,390) | (57,390) | (57,390) |
| Net Cost of Service | 1,204,120 | 1,211,400 | 1,196,400 | 1,247,450 |

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 £ |
|---------------------------------|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Employee Costs: | | | | |
| Direct Employee Expenses | 317,396 | 400,430 | 400,430 | 413,890 |
| Indirect Employee Expenses | 4,313 | 2,240 | 2,240 | 2,310 |
| Transport Related: | | | | |
| Travelling Expenses | 6,161 | 4,900 | 4,900 | 4,900 |
| Supplies & Services: | | | | |
| Communications & Computing | 2,553 | 2,090 | 2,090 | 2,090 |
| Miscellaneous Expenses | 4,337 | 3,400 | 3,400 | 3,670 |
| Recharges: | | | | |
| Support Services | 241,950 | 107,660 | 107,660 | 105,820 |
| Total Expenditure | 576,710 | 520,720 | 520,720 | 532,680 |
| Recharges: | | | | |
| Recharge Income HRA | (561,684) | (519,890) | (519,890) | (537,980) |
| Total Income | (561,684) | (519,890) | (519,890) | (537,980) |
| Net Cost of Service | 15,026 | 830 | 830 | (5,300) |

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 £ |
|--|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Employee Costs: | | | | |
| Direct Employee Expenses | 578,204 | 541,550 | 686,780 | 561,450 |
| Indirect Employee Expenses | 21,396 | 1,400 | 1,400 | 1,440 |
| Premises Related: | | | | |
| Rents, Rates & Water Services | 16,512 | 18,280 | 18,280 | 18,240 |
| Transport Related: | | | | |
| Travelling Expenses | 9,434 | 7,270 | 7,270 | 5,520 |
| Supplies & Services: | | | | |
| 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 |
| Third Party Payments: | | | | |
| Consultancy & Agency Fees | 135,313 | 405,470 | 419,890 | 270,000 |
| Recharges: | | | | |
| Support Services | 169,461 | 242,820 | 242,820 | 226,650 |
| Total Expenditure | 1,024,338 | 1,253,500 | 1,413,150 | 1,220,180 |
| Recharges: | | | | |
| Recharge Income HRA | (591,072) | (534,820) | (534,820) | (534,820) |
| Recharge Income General Fund & Capital | (88,420) | (142,520) | (142,520) | (142,520) |
| Total Income | (679,492) | (677,340) | (677,340) | (677,340) |
| Net Cost of Service | 344,846 | 576,160 | 735,810 | 542,840 |

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

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

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 £ |
|---------------------------------|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Employee Costs: | | | | |
| Direct Employee Expenses | 5,250 | 0 | 0 | 0 |
| Indirect Employee Expenses | 1,775 | 0 | 0 | 0 |
| Transport Related: | | | | |
| Travelling Expenses | 1,710 | 0 | 0 | 0 |
| Supplies & Services: | | | | |
| 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 |
| Recharges: | | | | |
| Support Services | 56,271 | 430 | 430 | 0 |
| Total Expenditure | 155,868 | 2,380 | 2,380 | 0 |
| Net Cost of Service | 155,868 | 2,380 | 2,380 | 0 |

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 £ |
|---------------------------------|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Employee Costs: | | | | |
| Indirect Employee Expenses | 108,000 | 0 | 0 | 0 |
| Premises Related: | | | | |
| Premises Insurance | 255,303 | 302,250 | 302,520 | 309,780 |
| Supplies & Services: | | | | |
| 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 |
| Third Party Payments: | | | | |
| Consultancy & Agency Fees | 50,777 | 98,710 | 98,710 | 98,710 |
| Recharges: | | | | |
| Support Services | 1,754,493 | 1,868,470 | 1,868,470 | 1,950,050 |
| Capital Charges: | | | | |
| Depreciation | 11,900,417 | 11,484,000 | 11,484,000 | 11,900,420 |
| Other Capital Charges | (3,500) | 0 | 0 | 0 |
| Total Expenditure | 16,477,242 | 13,914,000 | 13,914,270 | 14,419,530 |
| Income: | | | | |
| 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 |
| Total Income | (138,344) | (11,000) | (11,000) | (11,000) |
| Net Cost Of Service | 16,338,898 | 13,903,000 | 13,903,270 | 14,408,530 |

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 £ |
|-----------------------------|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| Cost of Borrowing | | | | |
| Interest - Borrowing | 6,931,794 | 7,800,270 | 7,489,020 | 8,277,040 |
| Total Expenditure | 6,931,794 | 7,800,270 | 7,489,020 | 8,277,040 |
| Income: | | | | |
| 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) |
| Total Income | (302,604) | (221,510) | (250,940) | (330,380) |
| Net Cost of Service | 6,629,190 | 7,578,760 | 7,238,080 | 7,946,660 |

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 £ |
|---------------------------------|------------------------|------------------------------------|-----------------------------------|------------------------------------|
| Expenditure | | | | |
| 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 |
| Total Expenditure | (2,290,000) | 1,359,260 | 1,359,260 | 2,203,760 |
| Net Cost of Service | (2,290,000) | 1,359,260 | 1,359,260 | 2,203,760 |

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.