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Iain Phillips Chief Executive

16th January 2007

Dear Councillor,

I hereby give you Notice that a Meeting of the **CENTRAL RESOURCES COMMITTEE** will be held in the **COUNCIL CHAMBER, CIVIC CENTRE, CROOK** on **WEDNESDAY 24th JANUARY 2007** at **4.00P.M.**

AGENDA

	Page No.
1. Apologies for absence.	
2. To consider the Minutes of the last Meeting of the Committee held on 15 th November 2006 as a true record.	Copies previously circulated
3. To consider a request to purchase land adjacent to 1 Cosgrove Avenue, Bishop Auckland	1 - 4
4. To consider an application for a contribution from the Community Fund from Church Hill Allotment Association	5 - 6
5. To consider a Revenue Budget Monitoring report	7 - 12
6. To consider a Capital Budget Monitoring report	13 - 17
7. To consider a Race Equality Scheme report	18 - 23
8. To consider a Risk Register update.	24 - 31
9. To consider changes to job designations within the I.T. Section	32 - 33
10. To consider the reviewing of the Rural Settlement List.	34 - 35
11. To consider proposals to write off former tenant arrears.*	36 - 39
12. To consider such other items of business which, by reason of special circumstances, the Chair of the meeting is of the opinion should be considered as a matter of urgency.	

* It is likely that item 11 will be taken in the closed part of the meeting in accordance with paragraph 3 of Part I of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) Order 2006.

Yours faithfully



Chief Executive

Members of this Committee: Councillors Mrs Brown, Mrs Burn, Grogan, Harrison, Hayton, Mrs Jones*, Kay, Kingston, Laurie, McKellar, Mews, Mowbray, Murphy*, Mrs Pinkney, Stonehouse, Taylor and Mrs Todd.

*Ex-officio, non-voting capacity

Chair: Councillor Hayton

Deputy Chair: Councillor Mrs Pinkney

TO: All other Members of the Council for information
Management Team



WEAR
VALLEY
DISTRICT COUNCIL

CENTRAL RESOURCES COMMITTEE

24 JANUARY 2007

Report of the Asset Management Group

LAND ADJACENT TO 1 COSGROVE AVENUE, BISHOP AUCKLAND

purpose of the report

1. To seek Members' approval to refuse a request to purchase land at the above location.

background

2. A request to purchase the land edged in black on the plan at Annex A has been received from Mr. and Mrs. D. Longstaff of 1 Cosgrove Avenue, Bishop Auckland for garden purposes and the erection of a garage in the position hatched black.
3. As Mr. Longstaff is a painter and decorator they would also like to build a small extension to the side of the proposed garage, for the storage of ladders, paint etc, on land already in their ownership. They advise that they would like to erect a wall around the whole of the land they have asked to buy and block pave it.

consultations

4. The Acting Head of Community and Cultural Services offers no objection of a technical nature to the sale of the land. However, this corner plot is surrounded with some heavy edging kerbs which do not form part of the highway and if the land is sold it should be a condition of sale that the applicants be responsible for future maintenance of the kerbs. Furthermore, as a public sewer passes through the land the applicants will require a 'Garden Over' Agreement with Northumbrian Water.
5. The Strategic Director for the Environment and Regeneration is unable to give his support to the proposal. He feels that the land makes an important contribution to the streetscene, and is concerned that if it were to be enclosed and a garage erected it would impact upon the 'open' character of the streetscene. He considers that as the land also abuts 54 Brooklands there may be a detrimental impact upon the amenity of those occupying such property.
6. The Strategic Director for the Community offers no objection to the sale of the land.
7. The owner of 54 Brooklands, through her son in law, advises that she is concerned about the applicants' proposals for the land.

financial implications

8. The sale of the land would produce a capital receipt.

legal implications

9. If Members were minded to approve this request it will be necessary for an 'open space' advertisement to be undertaken before a decision is made.

crime and disorder implications

10. The erection of a wall around the land to a height which could be used for sitting may encourage young people to congregate at this location.

human rights implications

11. Article 6 and Article 1 of the 1st Protocol are relevant to this matter and are set out in Annex B. This Committee comprises a tribunal in accordance with Article 6 and it is considered that the consideration of this item by the Committee complies with the Council's obligations in this regard. It should be noted that the applicants are entitled to make representations to the Committee before a decision is taken. Article 1 of the 1st Protocol requires the Committee to have regard to the applicants' rights as a homeowner of the adjacent land and their reasonable desire to extend their property. However, the Committee must also have regard to the property rights of the applicants' neighbour and her concern to the proposal.

conclusion

12. As the Strategic Director for the Environment and Regeneration is unable to support the proposal it is recommended that the request be refused.
13. However, in line with the Council's policy of public speaking at this Committee Mr. and Mrs. Longstaff have been invited to attend to afford them the opportunity to put their case to you.

RECOMMENDED that Mr. and Mrs. Longstaff's application to purchase land adjacent to their property be refused in view of the fact that the Director for the Environment and Regeneration is unable to support the proposal.

background papers

File Number 81502

Officer responsible for the report

Gary Ridley
Strategic Director for Resource Management
Ext 227

Author of the report

Christine Graham
Legal Executive
Ext 318



CENTRAL RESOURCES COMMITTEE

24 JANUARY 2007

Report of the Strategic Director for Resource Management

APPLICATION FOR A CONTRIBUTION FROM THE COMMUNITY FUND FROM CHURCH HILL ALLOTMENT ASSOCIATION

purpose of the report

1. To allow Members to consider a request from Church Hill Allotment Association for a donation from the Community Fund.

background

2. Church Hill Allotment Association was formed in August 2004 and currently consists of 15 members. The aim of the association is to improve the site in order to attract new members, especially the elderly and disabled members of the community. A local disabled group already have access to a plot on the site, however the Association hope to improve this to better meet specific needs, as well as develop a sensory garden.
3. A general tidying up of the site is proposed, as are alterations to the whole site with a view to making it more amenable to all sections of the community.

benefits to the community

4. By actively developing their plans for the site, the gardens will become more accessible and available to all members of the community. The introduction of a sensory garden along with other valuable features, will aid stimulating development for disabled gardeners. Church Hill Allotment Association also intends to improve the built environment through the general tidying up of the allotments. Plans to fence off gardens and divide up vacant gardens into separate, smaller plots will mean elderly members of the community will be more inclined to join the site.

proposal

5. Total funding of £51,706 is required for full development of the gardens. Church Hill Allotment Association has already applied to County Durham Foundation for partial match funding for the project.
6. Church Hill Allotment Association has requested a donation of £2,500 from the Community Fund, to assist with the development.

financial implications

7. There are sufficient monies in the Community Fund to meet the request from Church Hill Allotment Association.

conclusion

8. Members instructions are requested.

Officer responsible for the report

Gary Ridley
Strategic Director for Resource Management
Ext 227

Author of the report

Jocasta Lawton
Committee Administrator
Ext 309



WEAR
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CENTRAL RESOURCES COMMITTEE

24 JANUARY 2007

Report of the Strategic Director for Resource Management **REVENUE BUDGET MONITORING**

purpose of the report

1. To compare the revenue expenditure of the Authority for the period 1 April 2006 to 31 December 2006, against budget.

background

2. This report covers the revenue expenditure of the Authority financed by the General Fund and the Housing Revenue Account (HRA).
3. The summary revenue position for financial year 2006/07 as at the end of 31 December 2006 for the General Fund is shown in Annex B. The figures for the HRA are shown in Annex C. The annexes compare the approved budget for each department against forecasted outturn for 2006/07. Major over and under spends within each departmental budget are noted and some indication given of reasons for the variance.

conclusion

4. The forecasted outturn for the General fund indicates an underspend of £226,000 for 2006/07 against budget at this stage although this represents only a snapshot in time and may alter during the remainder of the financial year. This underspend does not include approximately £300,000 of investment income generated from the sale of assets.
5. The forecasts for the current year have been refined to present the most accurate position of resources available to support the 2007/08 budget. The notes for each Department that form part of Annex D highlight only the major budget differences and exclude minor ones. Colleagues should bear in mind that over £200,000 of reserves is planned to be used in 2006/07 to support the General Fund revenue budget.
6. The forecasted outturn for the HRA is £138,000 better than budget. Additional expenditure on repairs and maintenance has been offset by increased rental income, reduced security costs and improved rent collection.
7. Revenue budgets continue to be closely monitored and further reports will be brought to Committee.

8. The projected spend on the General Fund for the year will not impact upon the Council's policy of maintaining a minimum reserve balance of £850,000. Similarly, the projected spend on the HRA for the year will not impact upon achieving a desired minimum balance of £1.25m.

RECOMMENDED that Members note the report.

Officer responsible for the report

Gary Ridley
Strategic Director for Resource Management
Ext 227

Author of the report

Stuart Reid
Assistant Director - Finance and I.T.
Ext 258



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CENTRAL RESOURCES COMMITTEE

24 JANUARY 2007

Report of the Strategic Director of Resource Management
CAPITAL BUDGET MONITORING

purpose of the report

1. To consider the capital expenditure of the Authority for the first nine months of 2006/07 against budget.

background

2. Details of the capital programme are shown in Annex E. Each scheme shows spend to 31 December, projected outturn and commentary on progress based upon information provided by budget holders. Sub totals are shown by Department. The financing of the capital programme is shown at the bottom of the Annex.
3. Figures are split between income and expenditure for schemes that are fully or partially externally funded. This enhances transparency and is in line with external audit recommendations. The projected outturn for each scheme will be used to assist in determining the level of resources available to support the capital programme for 2007/08.

conclusion

4. The annex shows the projected capital outturn as being £7,057,870 compared to an original budget of £7,849,578. This represents an underspend of £791,708. However, the vast majority of this underspend is attributable to delays in a number of schemes in which expenditure will be deferred until the following financial year. After taking that into account, there is an underspend of £1,648.
5. Expenditure against the agreed capital budgets will continue to be monitored closely by budget holders.

RECOMMENDED that the capital budget monitoring report for April – December 2006 be approved.

Officer responsible for the report

Gary Ridley
Strategic Director for Resource
Management
Ext 227

Author of the report

Stuart Reid
Assistant Director - Finance and I.T.
Ext 258



WEAR
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DISTRICT COUNCIL

CENTRAL RESOURCES COMMITTEE

24 JANUARY 2007

Report of the Strategic Director of Resource Management **RACE EQUALITY SCHEME**

purpose of the report

1. To inform Members of the monitoring carried out in relation to race equality and the development of an impact assessment action plan.

background

2. Members will recall that the Council agreed a Race Equality scheme in September 2005. The scheme contained a commitment to monitor information in relation to race equality. This scheme also contained a commitment to identify a three year impact assessment programme. This report seeks to provide Members with the relevant monitoring information as well as a three year impact assessment plan.

monitoring information

3. The following information relating to race equality is available.

Employment

In relation to employment the following monitoring information is provided from the last financial year.

Number of staff in post – 582 (3 from ethnic background)

Number of applicants – 293

Number of applicants from the ethnic minorities – 6

Number of leavers – 87

Number of disciplines – 11 (none from ethnic background)

Number of grievances - 9 (none from ethnic background)

Complaints

The Council's complaints system has the facility to record ethnicity. It is important that this data is recorded where possible to ensure that complaints are not significantly higher amongst the Black and Ethnic Minority (BME) community. Where this data has been recorded no BME complaints have been identified. Given the low levels of BME residents within Wear Valley, the number of complainants of BME origin would be likely to be very small.

impact assessment action plan

4. Shown at Annex F shows the Council's main policies and services. Against each policy the following information has been shown.

(a) Which parts of the Race Relations Act general duty apply to this service?

Against each service/policy the following has been included where applicable.

1 = eliminating discrimination.

2 = promoting race equality.

3 = promoting relations between different groups.

(b) How far could this service affect racial groups differently e.g. language and culture?

This is based on the views of line managers and will include information arising from customer feedback, complaints and research.

(c) How much evidence is there some racial groups are affected differently?

This is based on the views of line managers and will include information arising from customer feedback and research.

(d) Any public concern that the service is being carried out in a discriminatory way?

This is based on the views of line managers and will include information arising from media information, complaints and research.

5. In relation to impact assessments, the annex has been used to produce a three year action plan set out below.

Year 1 Policies to be reviewed

Cemeteries, Food Safety, Licensing, Non Domestic Rates, Council Tax, Benefits, Fraud Investigation and Communications.

Year 2 Policies to be reviewed

Sports, Health and Safety, Refuse Collection & Recycling, Housing Strategy, Anti-Social Behaviour, Accountancy including cashier payments, Electoral, Human Resources, Legal, Reception, Concessionary Travel, Building Control, Listed Building & Construction, Planning Applications, Enforcement and Planning Policy.

Year 3 Policies to be reviewed

Arts, Community Development, Parks & Open Spaces, Abandoned Vehicles, Dog Control, Fly Tipping, Private Sector Housing & Rented Housing, Street

Cleansing, Allotments, Homelessness, Housing Repairs, ICT, Land Charges, Policy and Performance and Scrutiny.

6. Impact assessments will be carried out by relevant front line staff, human resource staff, relevant external consultees and the Equality and Diversity Officer and the outcome of these assessments will be reported to Members.
7. The primary purpose of an impact assessment is to determine:
 - The extent of any differential impact upon relevant groups.
 - Whether the impact is adverse.
 - If there are alternative policies which remove the adverse impact.
 - Whether measures can be employed to reduce the adverse impact.

There are three phases to carrying out an impact assessment i.e. a primary phase (identification of policy and its review), a secondary phase (consultation with relevant groups) and a full impact assessment (changing the policy, devising measures to mitigate adverse impacts and monitoring and reviewing).

financial implications

8. There are no direct implications arising from the outcome of this report.

legal implications

9. There is an explicit duty upon the Council to promote race equality. There is a statutory duty to carry out impact assessments and failure to do so could lead to action being taken against the Council.

human resource implications

10. The Council is in the process of recruiting its Equality and Diversity Officer who will play a major role in driving this agenda forward.

equality and diversity implications

11. Impact assessments are a systematic analysis of a policy, whether that policy is written or un-written, formal or informal, whatever the scope and purpose of that policy. Failure to carry out impact assessments could lead to action being taken against the Authority.

conclusion

12. This is an important area for the Council to demonstrate progress on. Whilst work has commenced much remains to be done. The outcome of impact assessment work has the potential to alter Council policies and procedures

significantly. Where relevant these will be reported back to Members for approval.

RECOMMENDED that Members note the report.

Officer responsible for the report

Gary Ridley
Strategic Director for Resource
Management
Ext 227

Author of the report

Gary Ridley
Strategic Director for Resource
Management
Ext 227



CENTRAL RESOURCES COMMITTEE

24 JANUARY 2007

Report of the Strategic Director for Resource Management
RISK REGISTER UPDATE

purpose of the report

1. To inform Members of the progress in managing the risks of the Resource Management Department, including those relating to partnerships.

background

2. Members will recall that the Service Plan for the Department includes an analysis of the main risks facing the department. This report seeks to give assurance to Members of the management of those risks.
3. A key line of enquiry within the Use of Resources assessment relates to the extent to which risks are managed and Members are kept informed of said management. The table below shows the risks as agreed within the Service Plan and progress in managing them.

risk analysis

4. The following table shows the main departmental risks to be managed.

Financial – S Reid	Impact	Likelihood	Impact x Likelihood	Response	Actions	Progress
1 Asset Management and Capital Investment Failure to effectively manage/maintain assets leading to reduced efficiency and increased costs	2	2	4	Develop Asset Management Plan and Capital Strategy	Action Plan established	Capital strategy and Asset Management Plan agreed at Committee 27 September 2006. Revised action plan in place. Annual report on progress to go to Committee in June committee cycle each year. Revised documents submitted to external auditors as part of Use of Resources Assessment

Financial – S Reid	Impact	Likelihood	Impact x Likelihood	Response	Actions	Progress
<p>2 Budgetary Control and Financial Management</p> <p>Lack of effective budgetary control leading to poor allocation and control of resources</p>	2	2	4	Develop a financial control framework and effective budget process	Report agreed at Man. Team. New financial management system (Agresso) introduced	Regular budget monitoring reports now produced for budget holders, Corporate Management Team and Members. System to be reviewed as part of Use of Resources assessment. Propose to delete from risk register
<p>3 Treasury Management</p> <p>Risk of losing investment leading to monetary loss and loss of reputation</p>	3	1	3	Adopt CIPFA treasury management practices	Agreed at committee	Annual reports to Members of treasury management strategy and previous years actual activity. Propose to delete from risk register

Revenues and Benefits – A Baker	Impact	Likelihood	Impact x Likelihood	Response	Actions	Progress
<p>1 Staff Security</p> <p>Possibility of staff assault/ accident whilst working alone</p>	3	1	3	Review lone worker policy	Done by Health and Safety Officer	Responsibility of Health and Safety Officer
<p>2 Benefit Payment</p> <p>Failure to process benefit on time</p>	2	1	2	Additional resources received via budget process	Improved performance management arrangements put in place	Performance now in top quartile. Propose to delete from departmental risk register
<p>3 Collection Rates</p> <p>Failure to collect NNDR and Council Tax leading to financial loss</p>	2	1	2	Effective recovery procedures necessary/staff training		Performance now in top quartile. Debt management framework in place. Propose to delete from departmental risk register

Administration – A Foster	Impact	Likelihood	Impact x Likelihood	Response	Actions	Progress
<p>1 Sickness/Absence Monitoring</p> <p>Failure to manage sickness leading to impact on service delivery and reduced efficiency</p>	2	2	4	Review of relevant policies and procedures	Improvement plan produced	Sickness figures have risen in 2006/07. Ongoing monitoring still necessary

I.T. – A Maxwell	Impact	Likelihood	Impact x Likelihood	Response	Actions	Progress
<p>1 Physical Damage to Computer Room Equipment</p> <p>Flood, fire, sabotage etc. resulting in loss of service</p>	2	1	2	<ul style="list-style-type: none"> • Reduce effect of disaster • Control access to computer room • Disaster Rec. Plan 	<ul style="list-style-type: none"> • Fire detection system with Inert gas extinguisher system • Access control devices on computer room doors • Devise and test a plan which provides alternative hardware solutions • Off-site storage of backup tapes 	Disaster Recovery arrangements with Sedgefield being put in place. Proposed to delete from departmental risk register

I.T. – A Maxwell	Impact	Likeli- hood	Impact x Likeli- hood	Response	Actions	Progress
<p>2 Security</p> <p>Corruption of data and/or programs via malicious or accidental means</p>	2	1	2	<ul style="list-style-type: none"> • Security Policy • Security Handbook for Users 	<ul style="list-style-type: none"> • Access to the network(s) is controlled by passwords which are required to be changed regularly (by the user) • Access to system functions is controlled by passwords set up by system administrators • IT Section are informed immediately when staff leave Council employment – user ids and passwords deleted 	<p>Revised security arrangements in place.</p> <p>Security training given to staff is ongoing.</p> <p>Internet and e-mail access policies in place and awaiting Committee approval.</p>

I.T. – A Maxwell	Impact	Likelihood	Impact x Likelihood	Response	Actions	Progress
3 Systems Implementation Failure Systems not installed on time/budget and/or not producing required functionality	2	2	4	<ul style="list-style-type: none"> • Requirements • Specification • Project Planning • Acceptance Testing • Post Implementation review(s) 		Project management methodology being piloted for Document Image Processing project. Lessons learnt report to be produced. Methodology used on DIP project to be used as a model for other projects

5. Work is on-going to manage the risks identified above.

partnership update

Partnership Name: Joint I.T. Management with Sedgefield

Partnership's Aims And Objectives: To share knowledge, experience and management of I.T. between Sedgefield and Wear Valley

INPUTS	OUTPUTS	OUTCOMES	ACTION POINTS	COMMENTS
Staff time £25,000 revenue cost	Management of I.T. Section based on 2 days per week	Improved management of I.T. Section. Improved joint working with Sedgefield (this has led to a joint disaster recovery project). Increased knowledge/expertise based on sharing of staff resource as appropriate.	Formal review to be undertaken in September 2006.	(i) Risk – Sedgefield withdraws. Response – continue to monitor arrangements with Head of I.T. (ii) Risk – resource constraints. Response – ensure adequate budgetary provision

Partnership Name:

County Durham Partnership Against Poverty

Partnership's Aims And Objectives:

To increase benefit take-up within County Durham

INPUTS	OUTPUTS	OUTCOMES	ACTION POINTS	COMMENTS
1. Staff time	1. Quarterly meetings at County level. 2. Quarterly local meetings. 3. Attendance at launches of campaigns. 4. Attendance at individual events	1. Increased benefit take-up improves well being and economy objectives of the council. 2. Improved joint working in the area of benefit take up. 3. Improved awareness of other voluntary organisations. 4. Improved the disposal income of the residents in Wear Valley area (by approximately £100,000 in 2005/06). 5. Implementation of the Surestart video conferencing link. 6. Main risk is lack of progress leading to a failure to increase benefit take up.	1. Further campaign work to be undertaken. 2. Go live with and encourage the use of the Surestart video conferencing link . 3. Continued attendance at joint meetings.	(i) Risk – lack of success. Response – regular benefit take up publicity. (ii) Risk – lack of involvement. Response – continue to attend liaison meetings

Partnership Name:

County Durham e-government partnership

Partnership's Aims And Objectives:

To deliver e-government across County Durham regardless of geographical boundaries and means of access

INPUTS	OUTPUTS	OUTCOMES	ACTION POINTS	COMMENTS
1. Officer time – 10 hours per month. 2. £15,000 per annum revenue. 3. Member time for attendance at joint Cttee. 4. Capital contribution of £39,000 funded from grant agreed, to fund CRM development	1. Programme office established. 2. Joint Committee meets monthly and constitution in place. 3. Business analysts appointed. 4. CRM implemented. 5. External funding obtained	1. This partnership improves access to services which contributes to the themes of citizen centred, community centred and management excellence. 2. Improved joint working in the area of e-government. 3. Economies of scale achieved with CRM. 4. Levels of knowledge re: e-government raised. 5. Commonality of services to be developed. 6. The main risk relates to sustainability of the partnership.	1. Further work needed to re-engineer services/process to eliminate unnecessary tasks and will commence with environmental services	In relation to sustainability, funding has been agreed of the e-government programme office and revenue budgets for 2006/07 and 2007/08. Continued support of Chief Executives group has been received

Partnership Name:

HR partnership with Derwentside

Partnership's Aims And Objectives:

To provide strategic HR support to the council

INPUTS	OUTPUTS	OUTCOMES	ACTION POINTS	COMMENTS
1. Staff time. 2. £5,000 per annum revenue to buy advice/support from Derwentside.	1. Commonality of policies/procedures established. 2. Strategic advice received on a range of issues. 3. Increase in knowledge transfer.	1. This partnership contributes to improved management excellence. 2. Improved quality of HR function.	1. Need to review partnership in light of corporate restructure	(i) Risk – sustainability. Response – there is now a need to review arrangements with Derwentside to ensure value for money

conclusion

6. From the above table it can be seen that progress is being made on managing the main risks facing the department, including these relating to partnerships. It is proposed to delete these partnerships from the Departmental Register which are being satisfactorily managed. These will be replaced with other risks.

RECOMMENDED that Members note the report.

Officer responsible for the report

Gary Ridley
Strategic Director for Resource
Management
Ext 227

Author of the report

Gary Ridley
Strategic Director for Resource
Management
Ext 227



WEAR
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CENTRAL RESOURCES COMMITTEE

24 JANUARY 2007

Report of the Strategic Director for Resource Management **JOB DESIGNATION CHANGES**

purpose of the report

1. To seek Member approval for changes to job designations within the I.T. Section.

background

2. As a result of changes to the content of jobs within the I.T. Section, the following paragraphs outline proposed changes:

Current: I.T. Assistant, Scale 4-6
Proposed: I.T. Support Assistant, Scale 4-6.

Current: I*Net Technology Assistant, Scale 4-6
Proposed: I.T. Development Assistant, Scale 4-6.

Current: PC Support Officer, Scale 3
Proposed: I.T. Development Assistant, Scale 3.

human resource implications

3. These are shown above. Staff have been consulted on the proposed changes. The consistent use of the word "Assistant" across the I.T. service will be achieved.

financial implications

4. There are no financial implications arising from this report.

legal implications

5. There are no legal implications arising from this report.

equality/diversity/crime and disorder/value for money implications

6. There are no equality/diversity/crime and disorder/value for money implications arising from this report.

conclusion

7. It is important that job designations accurately reflect the nature of an employee's role within the Organisation. The proposed changes will achieve this for the I.T. Section.

RECOMMENDED that Members agree the report.

Officer responsible for the report

Gary Ridley
Strategic Director for Resource Management
Ext 227

Author of the report

Gary Ridley
Strategic Director for Resource
Management
Ext 227

CENTRAL RESOURCES COMMITTEE

24 JANUARY 2007

Report of the Strategic Director for Resource Management
RATE RELIEF FOR RURAL FACILITIES

purpose of the report

1. To seek Members approval for the reviewing of the rural settlement list.

background

2. The Council is obligated to review its list of rural settlements annually. The criteria is:
 - (i) Settlements which appear to have a population of 3,000 or less.
 - (ii) Settlements wholly or partly within a designated rural area as determined by the Secretary of State of the Office of the Deputy Prime Minister, outlined below.

bishop auckland area

Auckland Park	Escomb
Binchester	Etherley Dene
Coundon/Leeholme/New Coundon/ Leasingthorne/Westerton	Etherley Moor
Dene Valley (inc. Coundon Grange, Close House, Coronation & Eldon Lane)	Middlestone Village
	Newfield
	Toronto
	Witton Park/Woodside
	Woodhouses

crook and willington area

Fir Tree	Oakenshaw
Helmington Row	Roddymoor
High Grange	Stanley/Billy Row/Mount Pleasant
Howden le Wear	Sunniside
Hunwick/Lane Ends	Sunnybrow
North Bitchburn	Witton le Wear/Wear Valley Junction

weardale and tow law

Cowshill	Lanehead
Crawleyside	Rookhope
Daddyshield	Stanhope
Eastgate	St. John's Chapel
Edmundbyers	Tow Law/Dans Castle
Frosterley	Wearhead
Hunstanworth	Westgate

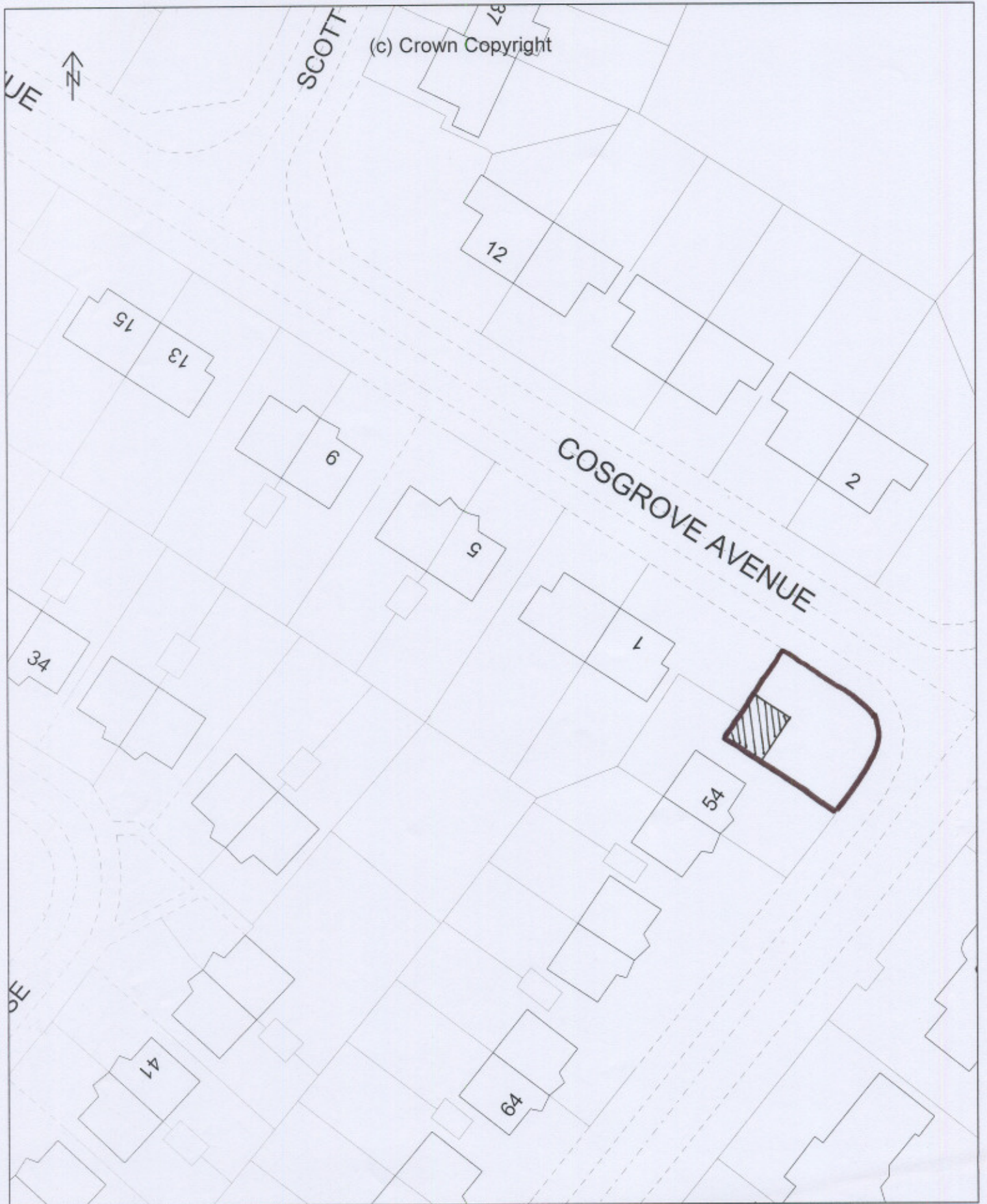
RECOMMENDED that Members approve the reviewing of the rural settlement list.

Officer responsible for the report

Gary Ridley
Strategic Director for Resource
Management
Ext 227

Author of the report

Ann Baker
Revenues & Benefits Manager
Ext 253



LAND ADJACENT TO 1 COSGROVE AVENUE BISHOP AUCKLAND

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EUROPEAN CONVENTION ON HUMAN RIGHTS

Article 6

In the determination of his civil rights and obligations or of any criminal charge against him, everyone is entitled to a fair and public hearing within a reasonable time by an independent and impartial tribunal established by law. Judgement shall be pronounced publicly but the press and public may be excluded from all or part of the trial in the interest of morals, public order or national security in a democratic society, where the interests of juveniles or the protection of the private life of the parties so require, or to the extent strictly necessary in the opinion of the court in special circumstances where publicity would prejudice the interests of justice.

Article 1 of 1st Protocol

Every nature or legal person is entitled to the peaceful enjoyment of his possessions. No one shall be deprived of his possessions except in the public interest and subject to the conditions provided for by law and by the general principles of international law.

General Fund Budget Monitoring Statement for Period
April 2006 – December 2006

Department	Budget £000	Projected Outturn £000	Over/ (Under) spend £000	%age Over/ (Under) spend	Note
Central Resources	2,252	2,103	(149)	(7%)	1
Community Services	4,988	4,932	(56)	(1%)	2
Housing Services (General Fund)	213	356	143	67%	3
Management Support Unit	1,017	1,071	54	5%	4
Regeneration	1,444	1,518	74	5%	5
Corporate Management	1,071	867	(204)	(19%)	6
Technical Items	303	215	(88)	(29%)	7
TOTAL	11,288	11,062	(226)		

Funding:			
Government Grant	7,156	7,156	-
Council Tax	3,906	3,906	-
Reserves	226	-	(226)
TOTAL	11,288	11,062	(226)

Additional Investment Income	0	(300)	(300)	-	8
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Total underspend £526,000

Central Resources – Note 1

- (i) Reduced incidence of benefit overpayments. These receive a lower percentage subsidy from Government - **£20,000 under spend**
- (ii) Prior year adjustments to housing benefit subsidy claims. The deadline for completing these claims and subsequent audit falls after the closure of accounts commonly resulting in prior year adjustments - **£80,000 under spend**
- (iii) Reduced income from land charges because of the increase in personal searches where the fee payable is significantly less and slowdown of activity in the housing market - **£18,000 over spend**
- (iv) Reduced salary costs in benefits administration due to staff turnover. There is usually a vacancy for a period prior to the appointment of a replacement - **£20,000 under spend**
- (v) Reduced salary costs in personnel due to a number of staff opting to work part-time - **£20,000 under spend**

- (vi) Additional payments made to bus operators for concessionary travel scheme due to a re-allocation of costs amongst the participating districts - **£38,000 over spend**

Community Services – Note 2

- (i) Increase in energy prices will result in overspend on energy budgets at 2 leisure centres. An action plan is being carried out to minimise energy consumption. - **£60,000 over spend**
- (ii) Additional recycling credits predicted due to increased recycling collection rates and also additional credits received for 2005/06 - **£50,000 under spend**
- (iii) Shortfall in projected income at leisure centres. Glenholme Leisure Centre to close for 2 weeks in November to reduce risk of Legionella. Action plan in place to design a promotion/marketing campaign for the remainder of the year - **£20,000 over spend**
- (iv) Shortfall in projected car parking income. This has arisen due to the delays in implementing the pay and display scheme within Crook which was originally scheduled to commence 1 August 2006 - **£80,000 over spend**
- (vi) Saving from un-filled posts including Head of Community & Cultural Services, Street Scene Manager, Finance/Admin Officer, Enforcement Officer and Waste Project Manager - **£200,000 under spend**
- (vii) Increase in insurance claims within parks and open spaces, resulting in higher excess payments. Also, additional costs incurred to inspect and maintain playground equipment - **£25,000 over spend**

Housing Services (General Fund) – Note 3

- (i) Saving due to vacant Street Warden post at start of financial year and budgeted property costs not required - **£20,000 under spend**
- (ii) Delays in transfer of Homeline service to Sedgefield Borough Council (SBC) and unbudgeted redundancy costs arising from staff not transferring to SBC - **£115,000 over spend**
- (iii) Increased energy costs at the Civic Centre following increase in wholesale prices of gas and electricity. Action plan being carried out to minimise consumption including staff awareness campaign - **£45,000 over spend**

Management Support Unit – Note 4

- (i) Additional costs to be incurred as a result of potential local government re-organisation arising from the recent Government White Paper - **£30,000 over spend**

Regeneration – Note 5

- (i) Planning Fees expected to be higher because of significant large applications received in the first nine months - **£40,000 under spend**
- (ii) Planning application staffing costs higher than anticipated due to workload - **£25,000 over spend.**
- (iii) The costs of Innovation House Phases 1 and 2 are expected to be higher than budget because of rising energy costs which cannot be passed onto tenants - **£12,000 over spend**
- (iv) Private sector housing spend higher than anticipated due to higher salary costs and the non achievement of savings set in last years budget - **£28,000 over spend**
- (v) Under spend on Development Plans due to a vacant post being unfilled for most of the year – **under spend £36,000**

Corporate Management – Note 6

- (i) Administrative costs of council house sales charged to capital programme as permitted by external auditors - **£50,000 under spend**
- (ii) Delay in filling a number of corporate posts e.g. Equality and Diversity Manager and Corporate Customer Care Manager - **£50,000 under spend**

Technical Items – Note 7

- (i) Reduction in debt charges due to replacement borrowing at a lower interest rate - **£88,000 under spend**

Additional Investment Income – Note 8

- (i) Additional investment interest due to large capital receipts received in previous years. Assumed these are not applied to capital expenditure during this financial year - **£300,000 under spend**

**Housing Revenue Account Budget Monitoring Statement for
Period April 2006 – December 2006**

	Original Budget 2006/07	Projected Outturn 2006/07	Overspend/ (Underspend)
	£000	£000	£000
Supervision & Management	3,055	2,981	(74)
Repairs & Maintenance	3,066	3,145	79
Debt Charges	1,780	1,764	(16)
Housing Subsidy	2,812	2,930	118
Bad Debts	97	50	(47)
Total Expenditure	10,810	10,876	60
Rental Income	(10,682)	(10,870)	(188)
Other Income	(190)	(200)	(10)
Interest on Balances	(50)	(50)	-
Total Income	(10,922)	(11,120)	(198)
Deficit / (Surplus)	(112)	(250)	(138)

<u>Budget Holder</u>	<u>Cost Centre</u>	<u>Cost Centre Description</u>	<u>Sub Heading</u>	<u>2006/07</u> <u>Budget (£)</u>	<u>Actual (£)</u>	<u>Projected (£)</u>	<u>Comments</u>
Central Resources Department							
Anita Maxwell	C069	IT Development		35,250	18,410	35,250	Bills still due from supplier for assistance in change to computer systems
Anita Maxwell	C097	IT Disaster Recovery		68,780	65,906	68,780	Infrastructure being set up with support from Sedgfield BC. Site due to be operational soon.
Stuart Reid	C122	Asset Management		245,600	60,769	200,600	Scheme of work being developed prioritising investment to reduce energy costs and deal with backlog maintenance. Work carried out to various properties to date e.g. Civic Centre and Tow Law pavilion
Sharon Spence	C123	Replacement of audio/video equipment to Council Chamber		11,500	0	11,500	Quotations received and order to be placed shortly
Anita Maxwell	C130	PC Replacement Programme		90,000	56,283	90,000	Budget will be fully spent. Will replace approximately 100 PC's each year plus licence costs.
Sharon Spence	C131	Council Chamber - Sound System Microphones		24,000	27,700	27,700	System purchased and installed
Angela Foster	C132	Human Resources & Payroll System		67,000	0	67,000	Systems short-listed following tendering exercise
Total				542,130	229,068	500,830	
Community Services Department							
Dave Milburn	C055	Purchase of Grounds Maintenance Plant		13,500	13,500	13,500	Plant purchased
Dave Richardson	C056	Street Cleansing Fleet Replacements		200,000	119,742	198,000	4 vehicles purchased to date. Payment for one remaining
Andrew Frankcom	C090	Leisure Centres - Health & Safety Improvements		15,186	24,527	24,530	Overspend due to decontamination of boiler room. Virements from other capital schemes to be identified.
Andrew Frankcom	C091	Play Area Replacement		79,343	0	45,689	Strategy to be completed by March 2007. Spend this year on replacement of one play facility at Roddymoor. Balance of expenditure will be incurred in following financial year
Andrew Frankcom	C094	Public Conveniences		185,041	142,038	185,041	Budget will be fully spent by end of December. One PC still to be replaced at Escomb
Andrew Frankcom	C095	Califiers & Safe Water Systems		32,001	10,107	32,001	Order placed for first element of work
Andrew Frankcom	C096	Filter Refurbishment		4,200	0	0	Underspend to be vired to fund pest control van as per Community Services Committee report
Andrew Frankcom	C115	Bishop Auckland Town Recreation Ground		7,000	0	7,000	Groundwork Trust commissioned to do feasibility study
Craig Rudman	C116	Lease of vehicle for the pest control/dog warden service		4,000	8,946	8,946	Overspend to be vired from filter refurbishment capital budget as per Community Services Committee report
Tom Carver	C117	Neighbour noise monitoring system		6,590	6,550	6,550	Equipment purchased
Dave Richardson	C118	Twin Bin Refuse and Recycling Service		280,000	0	0	Tendering process for wheeled bins undertaken through NEPO and preferred supplier selected. Order placed. Scheme budget spent following financial year.
Dave Richardson	C119	Refuse Collection - Office Accommodation		13,000	11,367	11,370	Portacabin purchased.
Tom Carver	C120	Crook Car Park Start Up Costs		29,000	1,101	29,000	Expenditure may be deferred due to delay in implementation of scheme
Andrew Frankcom	C121	Computer Replacement - leisure complexes		8,000	6,770	8,000	Replacement of PC's at leisure complexes and installation of new broadband line
Total				876,861	344,648	569,627	
Housing Department							
Terry Carlton	C042	Civic Centre Alterations		63,000	24,981	53,000	Discussions ongoing on zoning of heating system with consultant. Order placed for door entry system.
Terry Carlton	C048	Public Building Alterations - DDA		140,000	1,885	120,000	Programme of work drawn up and costed and passed to main contractor
Terry Carlton	C081	Royal Corner - New Front Entrance Door		5,000	0	5,000	Still to commence
Terry Carlton	C129	CCTV Coverage of Mall		27,000	0	27,000	Quotations received

Budget Holder	Cost Centre	Cost Centre Description	Sub Heading	2006/07			Comments
				Budget (£)	Actual (£)	Projected (£)	
Joanne Dunn	C138	Homeline Equipment		0	0	154,000	Represents buy out of lease. This has been funded from savings in a number of other schemes. This will save £200,000 in revenue costs over the next four years
Dave Milburn	C502	Structural Repairs - Council Houses		77,000	36,990	77,000	On going programme of chemical dpc's and floor heaves
Dave Milburn	C505	Energy Efficiency Measures		60,000	(7,156)	50,000	Energy efficiency measures identified as part of overall achievement of decent homes, working with LA21 officer
Dave Milburn	C523	Demolition of Surplus Housing Stock		250,000	171,318	250,000	On going programme of demolition of unwanted properties
Dave Milburn	C526	Open Housing IT System		5,000	0	5,000	Quotations being sought
Dave Milburn	C529	Asbestos Survey		85,000	14,921	75,000	On going programme of surveys prior to major works. Budget also to fund asbestos and legionella officer
Dave Milburn	C537	Estate Remodelling Project		500,000	129,993	470,000	Commenced car parking/fencing works. Looking towards joint project with Groundwork.
Dave Milburn	C538	Security Improvements		150,000	38,858	130,000	Works commenced by DISC to most vulnerable residents
Dave Milburn	C539	Electrical upgrades to domestic properties		284,560	86,343	284,560	External surveyors appointed to undertake 10% survey to inform as to the priority of future works
Terry Carlton	C540	Re Roofing Woodhouse Close Area Office		29,000	0	29,000	Specifications complete. Ready to go to tender
Terry Carlton	C541	Conversion of 83 Proudfoot Drive - Tenancy Enforcement Team		14,000	0	14,000	Feasibility work undertaken. Estimate of cost of work significantly more than budget. Options being considered.
Dave Milburn	C542	MRA Kitchens & Bathrooms		250,000	353,334	250,000	Contracts let and works commenced
Dave Milburn	C543	MRA Central Heating		675,000	544,516	675,000	Contracts let and works commenced
Dave Milburn	C544	MRA Kitchens		350,000	361,691	350,000	Contracts let and works commenced
Dave Milburn	C545	MRA Doors & Windows		1,300,000	1,110,815	1,300,000	Contracts let and works commenced
Dave Milburn	C546	MRA Roofing		100,000	56,319	100,000	Contracts let and works commenced
Total				4,364,560	2,924,808	4,418,560	
Regeneration Department							
Richard Roddam	C001	Major and Minor Repair Grants		192,000	141,914	192,000	Ongoing programme of grant awards
Richard Roddam	C003	Disabled Facilities Grant (Private)	Expenditure	225,000	52,993	225,000	Ongoing programme of grant awards
Richard Roddam	C003	Disabled Facilities Grant (Private)	Income	(135,000)	0	(135,000)	Maximum Government subsidy available
Richard Roddam	C003	Disabled Facilities Grant (Private)	Sub Total	90,000	52,993	90,000	
Sue Dawson	C005	South Church New Business Centre	Expenditure	0	0	0	
Sue Dawson	C005	South Church New Business Centre	Income	0	35,200	0	
Sue Dawson	C005	South Church New Business Centre	Sub Total	0	35,200	0	Monies due to the Council - subject to final audit of project
Alan Weston	C009	Crook Comm. Built. Env Scheme	Expenditure	0	(66,625)	0	Monies due from the Council
Alan Weston	C009	Crook Comm. Built. Env Scheme	Income	0	8,472	0	Monies due to the Council - subject to final audit of project
Alan Weston	C009	Crook Comm. Built. Env Scheme	Sub Total	0	(58,153)	0	
Richard Roddam	C014	Dene Valley Renewal Area		430,000	423,173	430,000	The scheme focused round the High Street at Eldon Lane is now complete. The next phase of work will focus on Spencer Street and will see these properties modernised
Alan Weston	C023	Bishop Auckland THI	Expenditure	0	(4,728)	36,527	Outstanding commitment.
Alan Weston	C023	Bishop Auckland THI	Income	0	11,264	(36,527)	Claim to be submitted by DCC for funding on our behalf
Alan Weston	C023	Bishop Auckland THI	Sub Total	0	6,536	0	
Mike Ranson	C024	B/A Commercial Building Improvement Scheme	Expenditure	0	(574)	11,471	Some outstanding grant offers but may now be time barred which would reduce this cost.
Mike Ranson	C024	B/A Commercial Building Improvement Scheme	Income	0	(6,278)	(6,278)	
Mike Ranson	C024	B/A Commercial Building Improvement Scheme	Sub Total	0	(6,852)	5,193	

Budget Holder	Cost Centre	Cost Centre Description	Sub Heading	2006/07			Comments
				Budget (£)	Actual (£)	Projected (£)	
Mike Ranson	C045	SRB 5 Dene Valley Comm. Park	Expenditure	0	18,689	18,689	
Mike Ranson	C045	SRB 5 Dene Valley Comm. Park	Income	0	26,085	0	Retrospective grant payment due from Eldon Lane Renewal Scheme
Mike Ranson	C045	SRB 5 Dene Valley Comm. Park	Sub Total	0	44,774	18,689	
Peter Dunn	C053	Jubilee Meadows Phase 2	Expenditure	0	21,788	56,572	Outstanding payment to be made to contractor
Peter Dunn	C053	Jubilee Meadows Phase 2	Income	0	(56,572)	(56,572)	
Peter Dunn	C053	Jubilee Meadows Phase 2	Sub Total	0	(34,784)	0	
Ian Bloomfield	C059	Contaminated Land		96,000	5,873	40,000	Balance of budget to be spent in following financial year as identified land currently being prioritised. £11,000 transferred for buy out of homeline equipment lease
Sue Dawson	C065	Wolsingham Business Park	Expenditure	1,150,000	0	0	Planning application recently submitted for the redevelopment of the steel works site which proposes space for new industrial and commercial development and access to the adjacent allocated industrial land. Spend likely to be deferred till following financial year
Sue Dawson	C065	Wolsingham Business Park	Income	(1,100,000)	0	0	
Sue Dawson	C065	Wolsingham Business Park	Sub Total	50,000	0	0	
Sue Dawson	C066	Bracks Farm	Expenditure	945,000		145,000	Will start on site in February 2007 as planning approved.
Sue Dawson	C066	Bracks Farm	Income	(800,000)		0	
Sue Dawson	C066	Bracks Farm	Sub Total	145,000	0	145,000	
Peter Dunn	C067	High Job's Allotments Improvements	Expenditure	0	0	0	works complete
Peter Dunn	C067	High Job's Allotments Improvements	Income	0	13,251	0	Grant payment due from Groundwork Trust
Peter Dunn	C067	High Job's Allotments Improvements	Sub Total	0	13,251	0	
Bob Hope	C070	Bishop Auckland Urban Renaissance		0	(21,186)	0	Outstanding bills to be paid
Sue Dawson	C076	Weardale Building Enhancement Scheme	Expenditure	0	(13,969)	0	Monies due from the Council
Sue Dawson	C076	Weardale Building Enhancement Scheme	Income	0	0	0	
Sue Dawson	C076	Weardale Building Enhancement Scheme	Sub Total	0	(13,969)	0	
Peter Dunn	C077	Car Parking Improvement Programme		92,000	77,021	92,000	West Road works complete and majority of work at New Road in Crook complete
Sue Dawson	C082	Innovation House Extension	Expenditure	58,006	423,733	547,238	New contractors appointed as previous contractor placed into administration prior to the final completion of construction.
Sue Dawson	C082	Innovation House Extension	Income	0	(378,959)	(489,232)	
Sue Dawson	C082	Innovation House Extension	Sub Total	58,006	44,774	58,006	
Sue Dawson	C109	Eastgate Development	Expenditure	623,000	102,174	300,000	Stage 2 works almost complete. Funding bid to ONE for stage 3 costs submitted - awaiting approval
Sue Dawson	C109	Eastgate Development	Income	(575,000)	(48,272)	(252,000)	
Sue Dawson	C109	Eastgate Development	Sub Total	48,000	53,902	48,000	
Bob Hope	C087	Crook Urban Renaissance	Expenditure	580,000	56,680	204,613	Project substantially complete although final bill for work not yet received
Bob Hope	C087	Crook Urban Renaissance	Income	(480,000)	(104,613)	(104,613)	
Bob Hope	C087	Crook Urban Renaissance	Sub Total	100,000	(47,933)	100,000	
Sue Dawson	C088	Low Willington Business Park	Expenditure	351,615	241,919	420,441	Contractor placed into administration which has caused major delays. Additional costs will be incurred funded by transfer from other capital budgets and additional external funding.
Sue Dawson	C088	Low Willington Business Park	Income	(300,000)	(288,826)	(318,826)	
Sue Dawson	C088	Low Willington Business Park	Sub Total	51,615	(46,907)	101,615	
Sue Dawson	C089	South West Crook Industrial Extension	Expenditure	1,199,406	0	45,000	Site investigation underway and land purchase being negotiated. Balance of funding to be used in following financial year.
Sue Dawson	C089	South West Crook Industrial Extension	Income	(950,000)	0	(45,000)	

Budget Holder	Cost Centre	Cost Centre Description	Sub Heading	2006/07			Comments
				Budget (£)	Actual (£)	Projected (£)	
Sue Dawson	C089	South West Crook Industrial Extension	Sub Total	249,406	0	0	
Bob Hope	C092	Bishop Auckland Tourism Renaissance	Expenditure	1,187,000	(1,166)	12,000	Feasibility work will be completed in late 2006/07.
Bob Hope	C092	Bishop Auckland Tourism Renaissance	Income	(1,175,000)	0	0	
Bob Hope	C092	Bishop Auckland Tourism Renaissance	Sub Total	12,000	(1,166)	12,000	
Carole Dillon	C093	West Auckland Improvement Scheme	Expenditure	320,000	0	30,000	Project officer commenced work on scheme early October. 50% of WVDC costs of scheme will be borne in subsequent years
Carole Dillon	C093	West Auckland Improvement Scheme	Income	(260,000)	0	0	
Carole Dillon	C093	West Auckland Improvement Scheme	Sub Total	60,000	0	30,000	
Peter Dunn	C112	Roddymoor Recreation Ground	Expenditure	0	64,964	0	Majority of works complete. Play equipment to be replaced
Peter Dunn	C112	Roddymoor Recreation Ground	Income	0	(25,000)	0	Grant payment due from Groundwork Trust upon completion of works
Peter Dunn	C112	Roddymoor Recreation Ground	Sub Total	0	39,964	0	
Peter Dunn	C113	Wolsingham Riverside Improvements	Expenditure	0	(13,581)	0	Majority of works complete
Peter Dunn	C113	Wolsingham Riverside Improvements	Income	0	29,600	0	Grant payment due from Ground Work Trust and funding from local residents
Peter Dunn	C113	Wolsingham Riverside Improvements	Sub Total	0	16,019	0	
Sue Dawson	C124	Fieldon Bridge Development - phase 1		20,000	0	0	Money transferred to Low Willington Business Park scheme
Sue Dawson	C125	Wear Valley Building Enhancement Scheme	Expenditure	298,000	0	180,000	Budget outturn reflects commitments already made. No carry over of funds to following financial year.
Sue Dawson	C125	Wear Valley Building Enhancement Scheme	Income	(250,000)	0	(170,000)	
Sue Dawson	C125	Wear Valley Building Enhancement Scheme	Sub Total	48,000	0	10,000	
Carole Dillon	C126	Positional Accuracy Tool		20,000	0	20,000	Preferred software supplier established
Bob Hope	C127	Economic Development Fund		30,000	0	0	Money transferred to Low Willington Business Park scheme
Alan Weston	C128	BA Town Centre Management		100,000	0	0	Expenditure incurred in 2006/07 will be fully externally funded with Council funding used in 2007/08 and beyond. Still awaiting funding approval from ONE.
Richard Roddam	C527	Public Sector Disabled Adaptations 2006/07	Expenditure	189,000	191,546	191,550	Ongoing programme of grant awards
Richard Roddam	C527	Public Sector Disabled Adaptations 2006/07	Income	(15,000)	(15,200)	(15,200)	Contribution from Durham County Council
			Sub Total	174,000	176,346	176,350	
Total				2,066,027	900,790	1,568,853	
Grand Total				£7,849,578	£4,399,314	£7,057,870	
CAPITAL PROGRAMME FINANCING							
				Budget	Projected		
				£	£		
		Borrowing		800,000	800,000		
		Capital Receipts		4,374,578	3,582,870		
		Major Repairs Allowance		2,675,000	2,675,000		
		Total		£7,849,578	£7,057,870		

	Column A	Column B	Column C	Column D
Service	Which parts of the Race Relations Act general duty apply to this service?	How far could this service affect racial groups differently?	How much evidence is there some racial groups are affected differently?	Any public concern that the service is being carried out in a discriminatory way?
Department for the Community				
Arts	1,2 and 3	A little	None	None
Community Development	1, 2 and 3	None	None	None
Sports	1 and 2	A little	None	None
Parks & Open Spaces	1	None	None	None
Cemeteries	1, 2 and 3	A lot	A little	None
Abandoned Vehicles	1	None	None	None
Dog Control	1	A little	None	None
Fly Tipping	1	None	None	None
Food Safety	1 and 2	A lot	A little	None
Health & Safety	1 and 2	A lot	A little	None
Refuse Collection & Recycling	1 and 2	A little	None	None
Licencing	1 and 2	A lot	None	None
Private Sector Housing & Rented Housing	1 and 2	A little	None	None
Street Cleansing	1	None	None	None
Allotments	1	None	None	None
Housing Strategy	1 and 2	Some	None	None
Homelessness	1 and 2	None	None	None
Anti-Social Behaviour	1, 2 and 3	None	None	None
Repairs	1	None	None	None
Resource Management				
Non Domestic Rates	1 and 2	A lot	1	None
Council Tax	1 and 2	A lot	1	None
Benefits	1 and 2	A lot	1	None
Fraud	1	A lot	1	None
Accountancy including cashier payments	1	A little	1	None
Electoral	1 and 2	Some	1	None
Human Resources	1 and 2	Some	1	None
ICT	1	A little	None	None
Legal	1 and 2	Some	None	None
Reception	1 and 2	A little	None	None
Land Charges	1	None	None	None

	Column A	Column B	Column C	Column D
Service	Which parts of the Race Relations Act general duty apply to this service?	How far could this service affect racial groups differently?	How much evidence is there some racial groups are affected differently?	Any public concern that the service is being carried out in a discriminatory way?
Concessionary Travel	1 and 2	A little	None	None
Department for the Environment and Regeneration				
Building Control	1 and 2	A little	A little	None
Listed Building & Construction	1 and 2	A little	A little	None
Planning Applications	1 and 2	A little	A little	None
Enforcement	1, 2 and 3	A little	None	None
Planning Policy	1 and 2	A little	A little	None
Corporate Development Unit				
Policy & Performance	1	None	None	None
Communications	1, 2 and 3	A lot	A little	None
Scrutiny	1	None	None	None