

Rents & Services Charges - Based on 52 Weeks

No increases over 2009/10

Property	Proposed Rent 2010/11	Service Charges 2010/11								Rent & Service Charge
		Ancillary charges	Communal TV	Cooker & Fridge	Door entry	Fuel	Maintained Garden	TV License	Water	
BRADFORD STREET	63.07			1.85	1.75	13.85	0.92		7.74	89.18
BRADFORD STREET	63.07			1.85	1.75	13.85	0.92		8.11	89.56
BRADFORD STREET	53.46			1.85	1.75	13.85	0.92		7.28	79.11
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CRAIG HOUSE	54.18	5.77	0.92	1.85	1.75	13.85		Deleted	2.76	81.08
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CRAIG HOUSE	54.18	5.77	0.92	1.85	1.75	13.85		Deleted	2.76	81.08
CRAIG HOUSE	63.43	5.77	0.92	1.85	1.75	13.85		Deleted	4.13	91.70
CRAIG HOUSE	54.18	5.77	0.92	1.85	1.75	13.85		Deleted	2.76	81.08
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CRAIG HOUSE	63.43	5.77	0.92	1.85	1.75	13.85		Deleted	4.13	91.70
CRAIG HOUSE	54.18	5.77	0.92	1.85	1.75	13.85		Deleted	2.76	81.08
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CRAIG HOUSE	54.18	5.77	0.92	1.85	1.75	13.85		Deleted	2.76	81.08
CRAIG HOUSE	63.43	5.77	0.92	1.85	1.75	13.85		Deleted	4.13	91.70

Movement on Balances 2009/10 to 2013/14

Date Produced: 20th January 2010

	2009/10		2010/11		2011/12		2012/13		2013/14		
	Balance B/F £	Movement in year £	Balance C/F £	Movement in year £	Balance C/F £	Movement in year £	Balance C/F £	Movement in year £	Balance C/F £	Movement in year £	Balance C/F £
General Fund b/f and c/f	2,833,821		1,402,581		902,581		902,581		5,732,837		5,732,837
Original budget		-278,000									
Projected deficit for the year at Q2		-248,520									
Redundancy/ retirement costs - incurred		-326,120									
Redundancy/ retirement costs - provision		-500,000		-500,000							
Investments at risk impairment											
Rivenhall inquiry		-78,600									
Transfer from HRA balances							4,830,256				
Housing Revenue b/f and c/f	5,147,536		4,970,406		4,878,656		4,830,256		0		0
Projected deficit at Q2 and for later years		-105,280		-91,750		-48,400					
Redundancy/ retirement costs - incurred		-71,850									
Transfer to General Balances							-4,830,256				
Earmarked Reserves	4,015,144	-657,300	3,357,844	-153,119	3,204,725	-147,840	3,056,885	122,914	3,179,799	134,000	3,313,799
Total	11,996,501	-2,265,670	9,730,831	-744,869	8,985,962	-196,240	8,789,722	122,914	8,912,636	134,000	9,046,636

	Transfer back to General	
Earmarked Reserves	Bal. 31/3/11	Balance
Investment Fund	149	-100
Approved Carry Forwards	156	-50
Treasury Management	345	-200
Concessionary Fares	246	-246
Smoke Free Legislation	58	-58
	954	-654

Fund has not been used for a number of years. Requests to spend in order to make savings have been dealt with in budget process.

Not all of monies originally requested are now required.

Reserve will be used for the first time in 2009/10. Suggest level of Reserve can be reduced.

Reserve created from an excess of grant received a few years ago. Intention to earmark money was for possible requests for additional funding of concessions scheme from bus companies. Considered that if this happens then amount will be met from the General balance.

Balance of grant allocated for introducing the new legislation. Not required for original purpose.

Proposed Capital Projects for inclusion in Capital Programme 2010/11

Date Produced: 27th November 2009

APPENDIX L

Business Plan	Project Title	Project Description	Project Drivers	Financial costs				Management Owner
				2010/11	2011/12	2012/13	2013/14	
				£	£	£	£	
Enterprise & Culture	Town Hall-Roof Repairs	To repair roof and to repoint and repair Chimney Stack.	To continue the Town Hall restoration work started in 2006. To restore the exterior of the building to a similar standard achieved internally. To avoid further damage to the building fabric and avoid higher repair costs in the future.	40,300	0	0	0	Russell Everard
Enterprise & Culture	Town Hall-External Works	To clean and restore the external limestone walls of the Town Hall including jet cleaning stonework; roof tile replacement; decorating windows, doors, and external ironmongery; renovating the gates; and repairs to pointing and stonework. Estimate would be subject to receiving the necessary agreement to the works required for Grade II listed building status.	To continue the Town Hall restoration work started in 2006. To restore the exterior of the building to a similar standard achieved internally, in order to attract corporate bookings and weddings. To avoid further damage to the building fabric and avoid higher repair costs in the future.	99,000	0	0	0	Russell Everard
Enterprise & Culture	Town Hall/Tourist Information Internal Refurbishment	Various internal works at the Town Hall to make it more attractive to the business/corporate groups attracting full hiring fees	To continue the Town Hall restoration project started in 2006 and provide additional income from room lettings.	57,580	0	0	0	Russell Everard
Enterprise & Culture	Replacement of synthetic pitch, Netball Courts, fencing and drainage project at Braintree Leisure Centre	To Replacement of synthetic pitch, Netball Courts, fencing and French drainage. £346,400 gross cost less 24% contribution from School (83,100)	The main drivers for this project are health and safety of the pitch and courts surfaces, the fencing surrounding the pitch and courts. Both the pitch surface and the netball courts surface have reached the end of their economic life. The French drain at the end of the pitch is blocked and needs replacing, allowing the water to run of the pitch.	263,300	0	0	0	Russell Everard
Operations	Cemetery Buildings Maintenance	A range of urgent and essential repairs will be carried out to the various cemetery chapels and lodge buildings parts of which are currently in poor condition, in order to preserve the integrity of the structures and to ensure that staff living in the lodges and working in the chapels will be safe & well at all times. Bocking - £5k for chapel building repairs and redecoration; Braintree - £21.5k for replacement water supply, chapel and lodge buildings repairs and redecoration and subsidence investigation; Halstead - £6k for repairs to lodge and dead house; and Witham - £11k for main drainage system for public toilet and repairs to chapel building.	The required repairs are all of an urgent or essential nature and were they not to be carried out the buildings in question would soon deteriorate to such an extent that major re-building could be required to prevent them becoming a health & safety risk to our staff and customers.	44,500	0	0	0	Paul Partridge

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Customer Services and ICT	PC Refresh Project	This has been an ongoing project for approximately 5 years. Currently we replace around 120 PCs/laptops per year, meaning that the average life of a PC/Laptop is four years.	Without continuing the PC Refresh Project we will be unable to replace PCs and laptops. Over time, this would leave us with ageing IT equipment that would be incapable of running our business applications.	£ 41,000	£ 41,000	£ 41,000	£ 41,000	Cherie Root
Financial Services	Warner Drive Industrial Units Roof Replacement Springwood Industrial Estate, Braintree	Phase I (Units 12-34 Warner Drive) roof replacement works are due to be completed by November 2009 at a cost of £85,000. This project is required in order to replace leaking roof and roof light structures in Phase II (Units 36-50 Warner Drive) that have reached end of life. The Industrial units were built circa 1981 and the roof and roof light structures have reached end of life. Leaks are occurring due to daily wear and tear to the roof lights and in the roofs themselves where the roofs are bolted to the building rafters. The project will deliver better quality roofs and roof lights that will feature greater ease of care and maintenance.	Braintree District Council incurs expenditure of several thousands of pounds Sterling annually to effect running repairs to the leaking roofs and roof lights at the industrial units Warner Drive, Springwood Industrial Estate, Braintree. The driver for the project is to eliminate the annual expenditure on roof repairs. The expenditure will increase with time due to the deterioration of the roof and roof light structures.	£ 53,000	£ 0	£ 0	£ 0	Andrew Epsom
Operations	Play Area Refurbishment Programme (44 play areas: 30 refurbished leaving 14 to be refurbished)	Refurbish six play areas - install new equipment complete with safety surfacing, dog-proof fencing & self-closing gates. Beckers Green and Twelve Acres in Braintree; Notley Community Hall in Gt. Notley; Maldon Road Park in Witham and Kings Road Park and Mill Chase in Halstead. The budget per play area is £50k due to increased specification on some of the equipment, where vandalism has been a problem in the past).	The existing play equipment at these areas is old and obsolete and needs to be replaced before it becomes a health and safety risk to the children and young people using the play areas.	£ 300,000	£ 0	£ 0	£ 0	Paul Partridge
Operations	Bandstand & Railing Repairs at Halstead Public Gardens	The repair of the bandstand (£20k if all of the main floor timbers need replacing) and the repainting of the perimeter gates and railings (£15k) at Halstead Public Gardens which formed part of the Restoration Project carried out at the Gardens in 2001.	The Gardens obtained the prestigious "Green Flag" award in 2008 and 2009. They were also awarded a "Green Heritage Award" in 2008, but failed to achieve this in 2009. In order to regain and maintain these awards, we need to preserve the integrity of the park structures such as the historic bandstand and the gates and railings which are now in a very poor state of repair. If these structures are left any longer, they will deteriorate to such an extent that they will become a health & safety risk to the public.	£ 35,000	£ 0	£ 0	£ 0	Paul Partridge

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Business Plan	Project Title	Project Description	Project Drivers	Financial costs				Management Owner
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Operations	Memorial Safety Programme	Restoral by professional stonemasons of 'unsafe' grave headstones and other memorials within the Council's cemeteries. Alternative of laying down headstones was tried in 2005 but received adverse reaction from the public.	Zurich Municipal Insurance has carried out memorial safety assessments on all headstones & other memorials within the four cemeteries managed by BDC - a total of 877 memorials were found to be in a "very poor" condition and in need of repair to make them safe. Although the memorials are not the property of the Council, all local authorities are responsible for public safety within the cemeteries and could be held liable for any injury caused to staff, contractors or visitors by these unsafe memorials.	£ 90,000	£ 0	£ 0	£ 0	Paul Partridge
Operations	Repairs to/ Resurfacing of Footpaths on Public Open Spaces	The repair and resurfacing of path networks at Bradford Meadows, Bocking Blackwater Nature Reserve, Ramsey Road, Mill Chase Playing Field and Rickstones Playing Field.	The work is urgently required as much of the path surfaces are in an unsafe condition and will continue to deteriorate, posing a health & safety risk to the public. In addition, the County Council requires a minimum width of 1.8m for public footpaths and those mentioned above do not meet this standard. The need for a rolling programme of maintenance works on open space paths was identified in the Parks & Open Spaces Strategy document adopted by BDC in January 2004.	169,000	169,000	0	0	Paul Partridge
People and Democracy	Local Committees	Budgetary provision for locally supported capital projects		150,000	150,000	150,000	150,000	Sharon Lowe
Financial Services	Repairs to Unadopted Roads in the Ownership of Braintree District Council	Carry out further essential repairs to unadopted roads in the Council's ownership. Repair works to the value of £100,000 are being carried out in 2009-10. This bid covers the remaining outstanding repair works to the Council's unadopted roads.	Health and safety issues. Braintree District Council is responsible for the ongoing repairs.	50,000	0	0	0	Andrew Epsom
Totals				1,392,680	360,000	191,000	191,000	