



# Revenue & Capital Budget 2011/2012



# REVENUE AND CAPITAL BUDGET 2011/12

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## **PERTH & KINROSS COUNCIL**

### **REVENUE BUDGET 2011/12**

#### **FOREWORD BY HEAD OF FINANCE**

##### **INTRODUCTION**

The Council's total revenue expenditure, excluding expenditure relating to Council Housing is charged to the General Fund. The net expenditure on the General Fund after allowing for government grants, contributions to and from revenue reserves and direct charges for services is met by the Council Tax payer. The net expenditure on Council Housing is mainly recovered by way of rents from Council House tenants. For the purposes of this volume, separate explanations of the Council's General Fund and Housing Revenue Account budgets are provided.

The Council's Capital Budget is detailed separately on pages 77 to 101 of this volume.

##### **GENERAL FUND REVENUE BUDGET 2011/12**

##### **BACKGROUND**

Perth & Kinross Council met on 17 February 2011 to set a Final 2011/12 Revenue Budget and Council Tax and provisional budgets and indicative tax levels for the following two financial years (2012/13 and 2013/14).

Service Executive Directors were requested in April 2010 to prepare provisional budgets for the 3 years, 2011/12; 2012/13 and 2013/14. In preparing budget submissions, Services were required to finance all expenditure pressures not funded within the local government finance settlement by identifying compensating savings or by seeking approval to transfer resources between years under the terms of the Council's Revenue Budget flexibility scheme.

Provisional Revenue Budget submissions were subject to scrutiny by the Executive Officer Team from July 2010 onwards and to review by the Budget Review Group comprising Council Officers and Elected Members from the Council's Partnership Administration from August 2010. On the 9<sup>th</sup> December 2010, the Cabinet Secretary for Finance and Sustainable Growth announced the local government settlement for 2011/12 which details grant funding by the Scottish Government for each Council.

The Council's Revenue Budget has been prepared in the context of delivering the Perth & Kinross Single Outcome Agreement. The Single Outcome Agreement is an agreement between the Scottish Government and the Perth & Kinross Community Planning Partnership (including the Council; NHS Tayside; Tayside Joint Police Board; and Tayside Fire and Rescue Board amongst others) which sets out shared priorities and outcomes for the local community.

The Council has a Final 2011/12 Net Revenue Budget of £334.147 million (£335.141 million in 2010/11). The 2011/12 budget is funded by Total Revenue Funding of £259.970 million; Capital Grants of £4.037 million; a carry forward of £1.331 million under the Budget Flexibility Scheme and £70.064 million levied from Council Tax. The Council also made a contribution to Reserves of £1.255 million. This results in a 2011/12 Band D equivalent Council Tax charge of £1,158 the same level as in 2010/11 exclusive of Water and Wastewater charges which are determined separately by Scottish Water. The Council Tax calculation is set out on page 13 of the volume.

Key Features of the Council's 2011/12 Revenue Budget are set out in more detail below.

## **2011/12 BUDGETED EXPENDITURE**

The total estimated net expenditure on Services includes the Council's share of the costs of the Tayside Joint Boards for the Police; Fire and Rescue; and Valuation Services.

The budgeted revenue expenditure in 2011/12 for each of the Council's Services is summarised on page 7 and detailed in pages 19 to 74 of this volume. In addition, comments on specific aspects of the Council's revenue expenditure are provided below.

### **Staff Costs**

The 2011/12 Final Revenue Budget and 2012/13 Provisional Revenue Budget assumes a pay freeze for all categories of staff. The Council has, however, included a provision of 2% for a pay award for all staff groups in 2013/14.

### **Non-Pay Inflation**

In general, Council Services have been required to absorb the cost of inflation on goods and services within their existing budgets.

### **Capital Financing Costs**

These are the costs of financing assets owned by the Council and include Loan Repayments; Interest Charges; and Debt Management Expenses. In 2011/12, a provision of £14.796 million (excluding Joint Boards) is required to meet these costs.

Income from Interest on Revenue Balances generated through the Council's treasury management activities is estimated at £345,000 in 2011/12.

### **Property Maintenance, Energy Management and Water Management**

The provision for repairs, maintenance (planned and responsive) and energy and water costs in respect of property occupied by Council Services is held centrally within the Property Maintenance (£3.482 million); Energy (£3.751 million) & Water Management (£0.775 million) budgets under the overall management of The Environment Service.

## **2011/12 BUDGETED INCOME**

The General Fund Revenue Budget is principally financed through government grants, Council Tax income and charges for Council Services, of which government grant support is the predominant source of income to the Council. The main elements of the Council's budgeted revenue income in 2011/12 are detailed overleaf.

### **Total Revenue Funding**

Total Revenue Funding is the term used to describe the level of local authority revenue resources which are determined by the Scottish Government. It encompasses Revenue Support Grant (RSG), Ring Fenced Grant and Non-Domestic Rate Income (NDRI).

The distribution of Total Revenue Funding is largely based upon the Grant Aided Expenditure (GAE) assessment of each Council's expenditure requirements. The GAE assessment is undertaken by the Scottish Government in consultation with the Convention of Scottish Local Authorities (COSLA) using what is referred to as the 'Client Group Approach' – a mechanism designed to distribute grant based upon indicators of relative need, such as population, school rolls, road length, etc.

The Total Revenue Funding available for distribution between Scottish Local Authorities in 2011/12 is approximately £10.4 billion, excluding amounts held back for specific programmes. Perth & Kinross Council's Total Revenue Funding for 2011/12 is £259.970 million. This includes £11.1 million made available to the Council in 2011/12 as part of a national allocation of £426 million to those local authorities who formally agreed to the full list of commitments contained within the settlement offer for local government in Scotland.

The component elements of the Council's Total Revenue Funding are as follows:

	<u>£m</u>
Revenue Support Grant (inc Ring Fenced Grant)	202.276
Non-Domestic Rate Income	57.694
Total Revenue Funding	<u><b>259.970</b></u>

### **Revenue Support Grant**

The Revenue Support Grant (RSG) represents the largest component of each Scottish Local Authority's income. Perth & Kinross Council's RSG allocation in 2011/12 is £202.276 million. The Revenue Support Grant is itself financed from national taxation.

### **Non Domestic Rate Income**

Perth & Kinross Council has a statutory duty to levy and collect Non-Domestic Rates within its area. The Non-Domestic Rate charge for any given property is dependent upon the Rate Poundage determined each year by the government and the valuation placed upon the property by the Assessor. The Business Rate for 2011/12 has been set by the Scottish Government at 42.6p per £ of Rateable Value. Under a national scheme, smaller businesses are eligible to apply for rates relief through the Small Business Bonus scheme which is available to rate payers who occupy non domestic property within Scotland with a combined Rateable Value of £25,000 or less.

Non Domestic Rate Income (NDRI) is 'pooled' nationally and redistributed between Local Authorities based upon the mid year estimates of Non Domestic Rate income. This process does not, however, affect the Council's Total Revenue Funding (see above) as the Scottish Government guarantees the overall local government finance settlement. Any difference between the Scottish Government estimate of rate income in 2011/12 and actual rate income collected is adjusted for in the Council's Revenue Support Grant. The Scottish Government has estimated Non-Domestic Rate Income for Perth & Kinross Council at £57.694 million in 2011/12.

### **Council Tax Charge**

The net expenditure to be met from the Council Tax for 2011/12 is £70.064 million. Based upon historical collection patterns within Perth & Kinross, a non-collection rate of 2.5% has been assumed. The effective number of Band D equivalent dwellings (tax base) in 2011/12 is therefore 60,504. Dividing the amount to be met from Council Tax by the tax base results in a 2011/12 Band D Council Tax of £1,158 which represents no increase from the previous year. (See calculation of Council Tax on page 13).

## **COUNCIL HOUSING**

### **Housing Revenue Account Budget 2011/12**

The Council is required by statute to record separately in the Housing Revenue Account income and expenditure relating to the provision, improvement and management of Council Housing.

The 30 year HRA Business Plan is updated each year to reflect the budgets, rent strategies and prevailing economic conditions. This is approved by the Housing and Health Committee to ensure the Standard Delivery Plan is affordable and sustainable. The HRA Business Plan has been updated to reflect the proposals within this report. The attached Housing Revenue Account (HRA) budget for 2011/12 has been prepared in accordance with the Housing Act and Scottish Government directives.

### **Estimates 2011/12**

A summary of the 2011/12 Housing Revenue Account (HRA) estimates can be found on page 75 of this volume. As at 1 April 2011, the Council owns and lets approximately 7,357 houses.

On 2 February 2011, the Housing and Health Committee agreed an average weekly rent increase for 2011/12 of £2.65 per week (5.1%) bringing the average weekly rent, based on 52 weeks, to £54.52.

The revenue balance on the Housing Revenue Account to be carried forward into 2011/12 is £0.800 million.

The Housing Revenue Account budget is set in accordance with the requirements of the Council's 30 year approved HRA Business Plan, as subsequently revised and amended.

S MacKenzie  
Acting Head of Finance  
May 2011

# GLOSSARY OF TERMS

Throughout this document you will repeatedly encounter terminology with which you may not be familiar or the content of which is not immediately obvious. The following are the most commonly used terms and should be interpreted as follows:

**Budget:** a statement of the Council's spending plans for a specified period of time, normally one financial year (1 April to 31 March).

**Staff Costs:** includes Wages, Salaries, Bonus, Overtime, Employer's National Insurance and Pension Contributions, as well as Staff Training.

**Slippage:** savings on staff costs arising from delays in the filling of posts or the non-filling of posts as and when they become vacant. Staff costs budgets within Services assume a level of slippage.

**Property Costs:** includes Rent, Rates, Repairs and Maintenance, Heating and Lighting costs.

**Supplies and Services:** includes Printing and Stationery, Advertising and Postages, the cost of purchasing Materials, Spare Parts, Food and Protective Clothing, as well as payments to other organisations for the provision of services.

**Transport Costs:** includes the cost of providing and maintaining all Vehicles and Plant including Fuel, Tyres, Repairs, Road Fund Tax and Insurance, as well as Staff Travelling Expenses.

**Transfer Payments:** payments to individuals for which no goods or services are directly received in return by the local authority, such as Housing & Council Tax benefit payments administered by the authority on behalf of central government.

**Third Party Payments:** payments made to an external provider in return for the provision of a service on behalf of the Council, such as Residential Care of the Elderly.

**Support Services:** charges for activities and items which support the direct provision of services to the public, such as charges covering the operating costs of Office Buildings and for the provision of Information Systems and Technology services.

**Capital Financing/Capital Charges:** the cost of financing assets owned or controlled by the Council including Loan Repayments, Interest Charges, Finance Leasing Charges and Debt Management Expenses.

**Capital Financed from Current Revenue (CFCR):** the cost of capital expenditure financed at the Council's discretion from within the Revenue Budget.

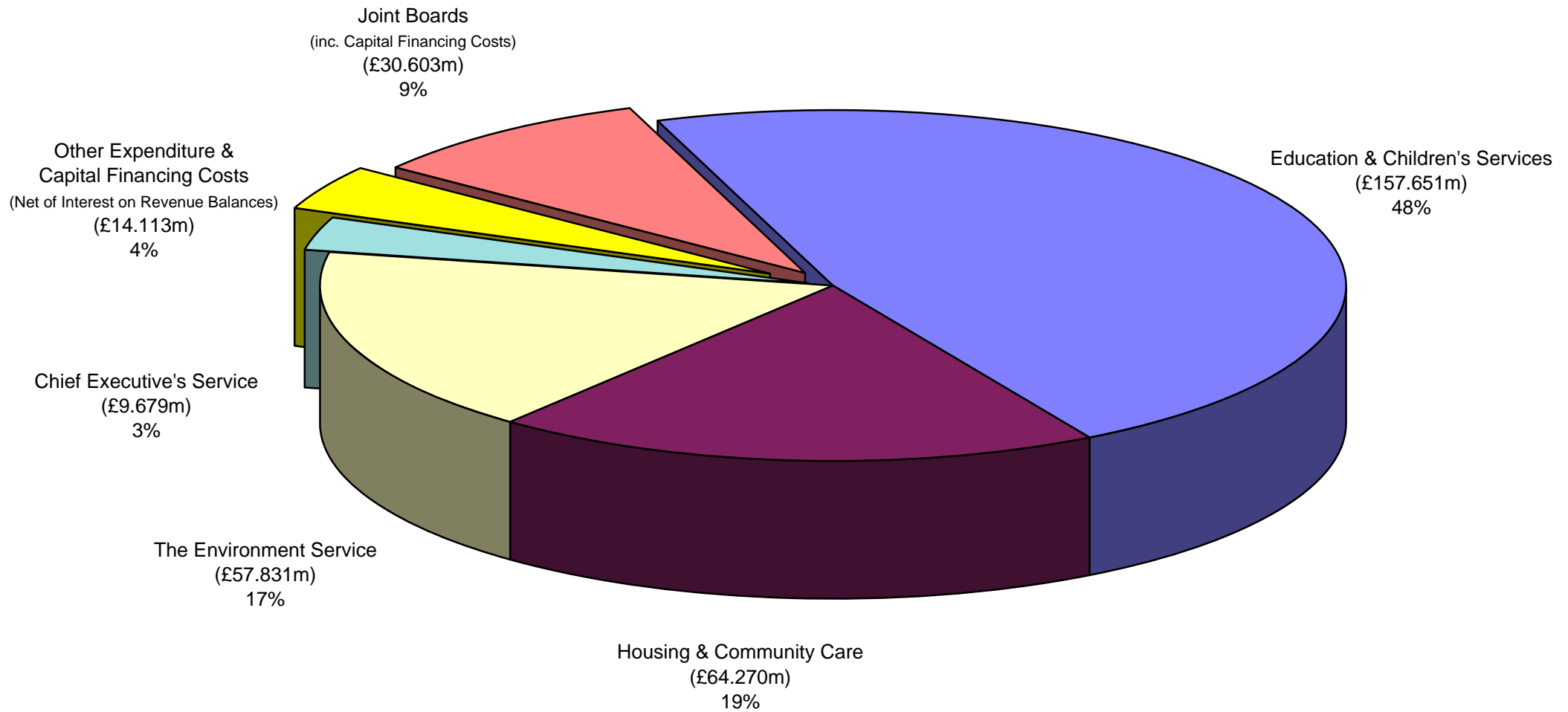
# 2011/12 REVENUE BUDGET - GENERAL FUND

## ANALYSIS OF BUDGETED NET EXPENDITURE BY SERVICE

SERVICE	2011/12 Final Budget		Council Tax Band D Equivalent 2011/12
	£'000	£'000	£
Education & Children's Services		157,651	2,618.57
Housing & Community Care Services		64,270	1,067.52
The Environment Service		57,831	960.57
<i>Inc - Property Maintenance £3,482k</i>			
<i>- Energy Management £3,751k</i>			
<i>- Water Management £775k</i>			
Chief Executive's Service			
- Core Costs		421	
- Legal Services		1,035	
- Business Transformation & Improvement		956	
- Finance		2,658	
- Democratic Services		2,968	
- Human Resources		1,641	
Total Chief Executive's Service		9,679	160.77
<b>Sub-Total: Service Expenditure</b>		<b>289,431</b>	
<b>CORPORATE BUDGETS</b>			
Support Service External Income		(1,888)	(31.36)
Corporate Budget:			
Capital Financing Costs		14,796	245.76
Interest on Revenue Balances		(345)	(5.73)
Joint Boards (Including Capital Financing Costs)			
Police		22,406	372.16
Fire		7,001	116.29
Valuation		1,196	19.87
Trading Organisations - Surplus Returned to General Fund		(190)	(3.16)
Un-funded Pension Costs		1,340	22.26
Provision for Contingencies		250	4.15
Discretionary Relief		150	2.49
<b>Total Net Expenditure</b>		<b>334,147</b>	<b>5,550.16</b>
<b>To be financed by:</b>			
Revenue Support Grant		202,276	3,359.80
Capital Grants		4,037	67.05
Non-Domestic Rate Income		57,694	958.29
Council Tax Income		70,064	1,163.76
Use of Budget Flexibility/Contribution to Reserves		76	1.26
		<b>334,147</b>	<b>5,550.16</b>

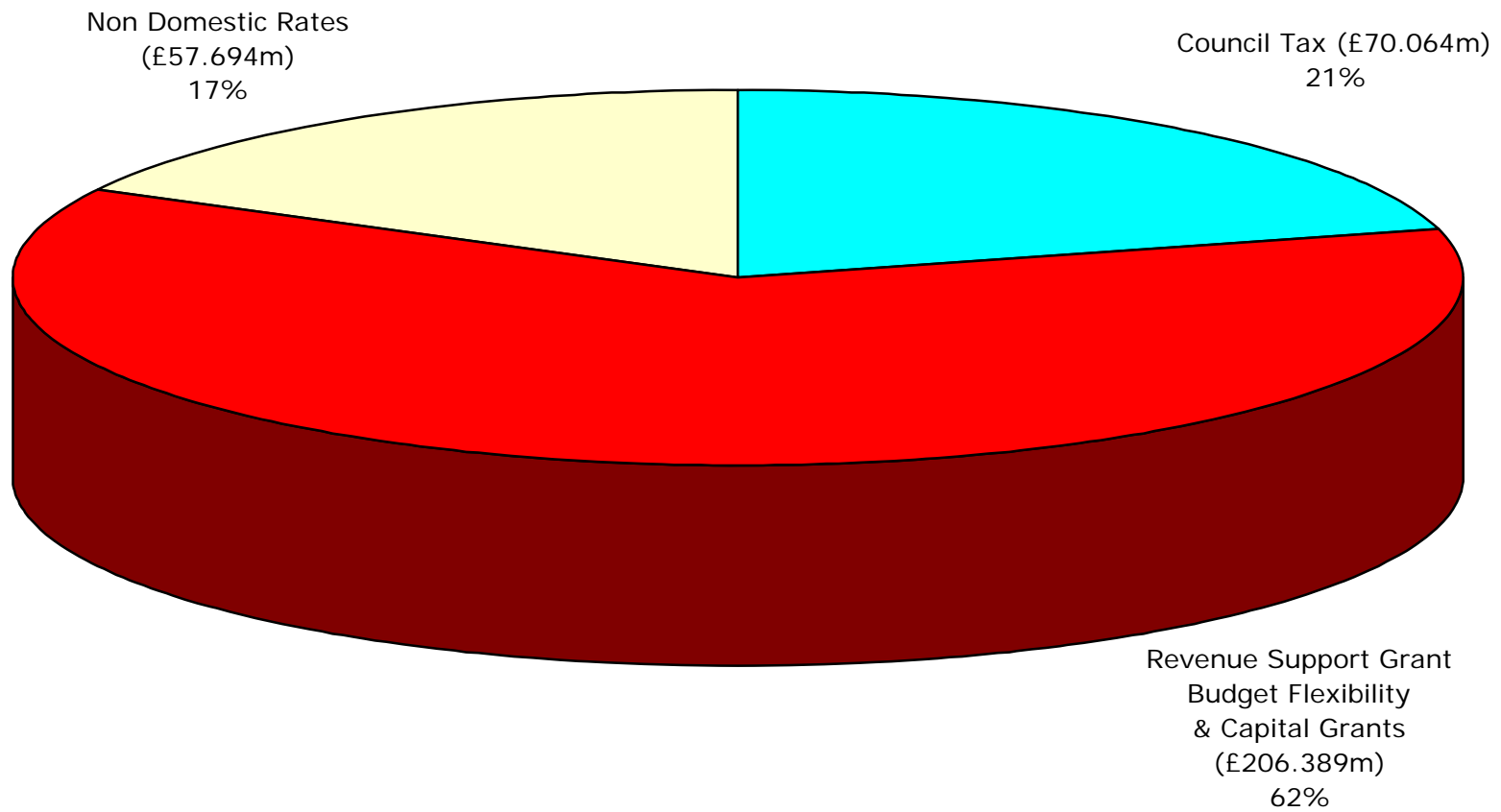
# 2011/12 GENERAL FUND NET REVENUE BUDGET BY SERVICE

Total £334.147m



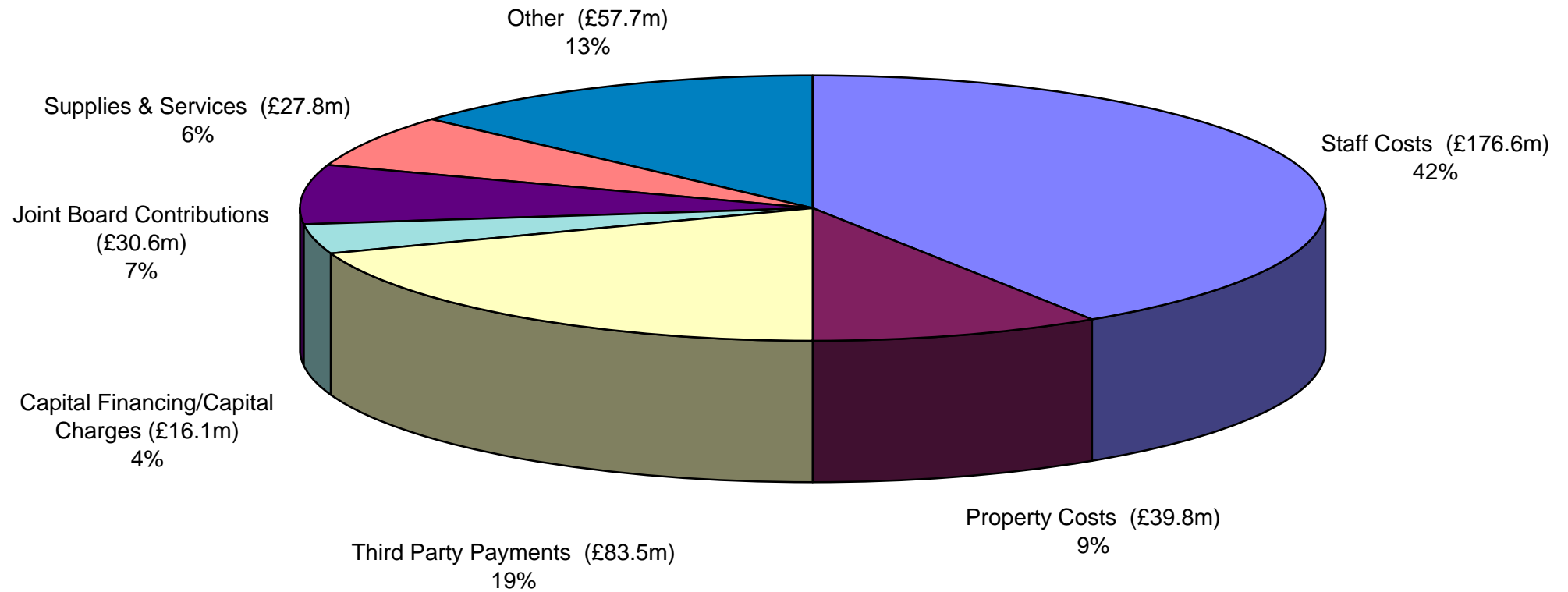
# 2011/12 General Fund Net Revenue Budget Funding Sources

Total £334.147m



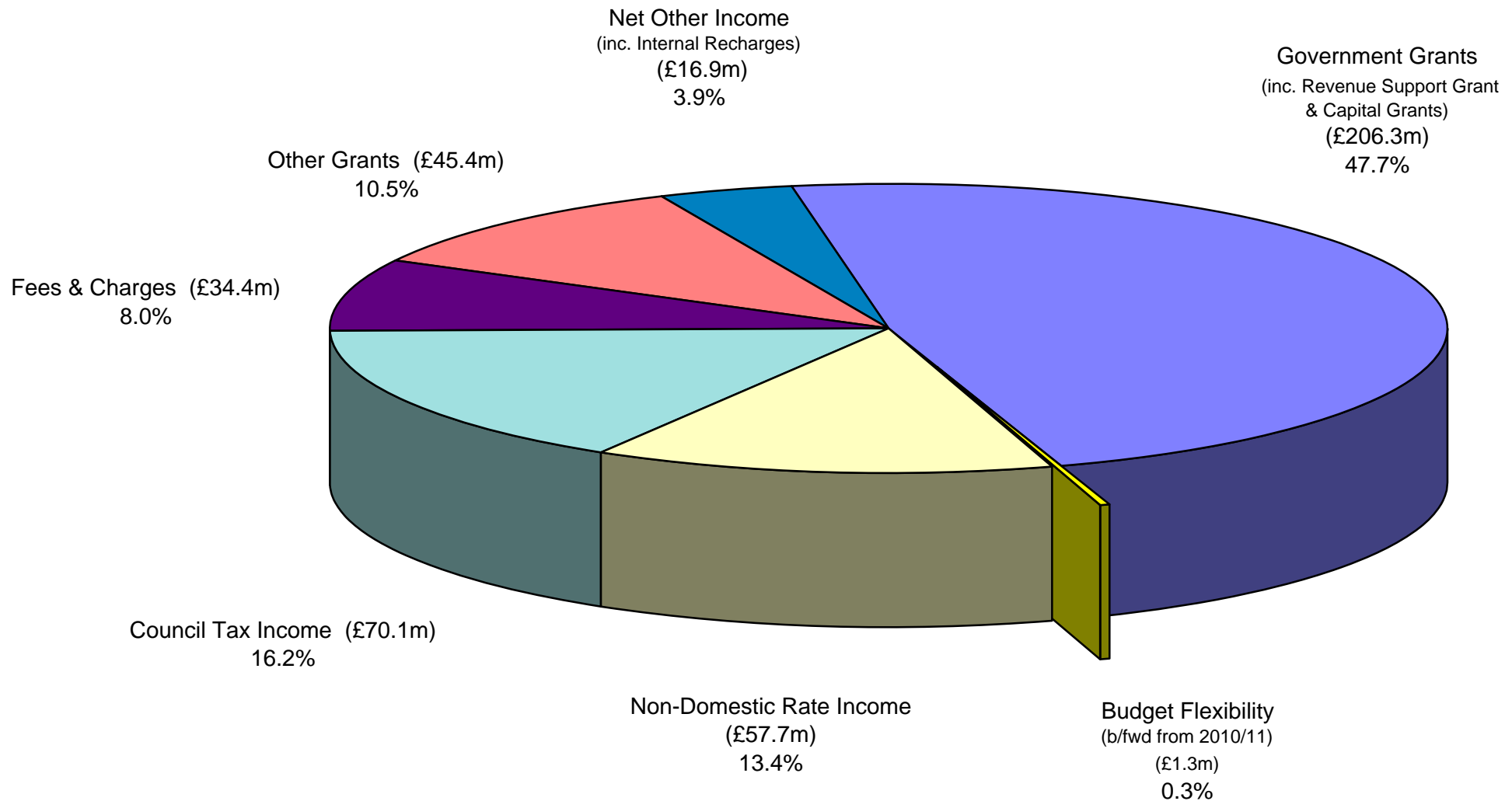
# SUMMARY OF GENERAL FUND GROSS EXPENDITURE 2011/12

TOTAL **£432.1** million



# SUMMARY OF GENERAL FUND GROSS INCOME 2011/12

## TOTAL £432.1 million



## GENERAL FUND BUDGET 2007/08 TO 2011/12

Financial Year	2007/08 £'000	2008/09 £'000	2009/10 £'000	2010/11 £'000	2011/12 £'000
Net Revenue Budget	268,718	320,352	330,781	335,141	334,147
Budget Flexibility and Reserves	(3,488)	(7,078)	(1,147)	2,615	(76)
	<u>265,230</u>	<u>313,274</u>	<u>329,634</u>	<u>337,756</u>	<u>334,071</u>
<i>Government Funding</i>					
Revenue Support Grant	(146,836)	(188,274)	(196,735)	(207,396)	(202,276)
Capital Grants	0	(2,091)	(3,650)	(2,949)	(4,037)
Non Domestic Rate Income	(50,519)	(53,776)	(59,824)	(57,694)	(57,694)
	<u>(197,355)</u>	<u>(244,141)</u>	<u>(260,209)</u>	<u>(268,039)</u>	<u>(264,007)</u>
Amount to be Raised from Council Tax	67,875	69,133	69,425	69,717	70,064
Band D Equivalent Number of Dwellings (Net of provision for non collection)	58,614	59,700	59,952	60,205	60,504
Band D Equivalent Council Tax	<u>£ 1,158</u>	<u>£ 1,158</u>	<u>£ 1,158</u>	<u>£ 1,158</u>	<u>£ 1,158</u>
Scottish Average Band D Council Tax	£ 1,149	£ 1,149	£ 1,149	£ 1,149	£ 1,149

**Note:** Prior to 2008/09 the budget was shown net of Specific Grants. With the mainstreaming of many grants from 2008/09 onwards it is now more appropriate to show the budget gross of the few remaining grants.

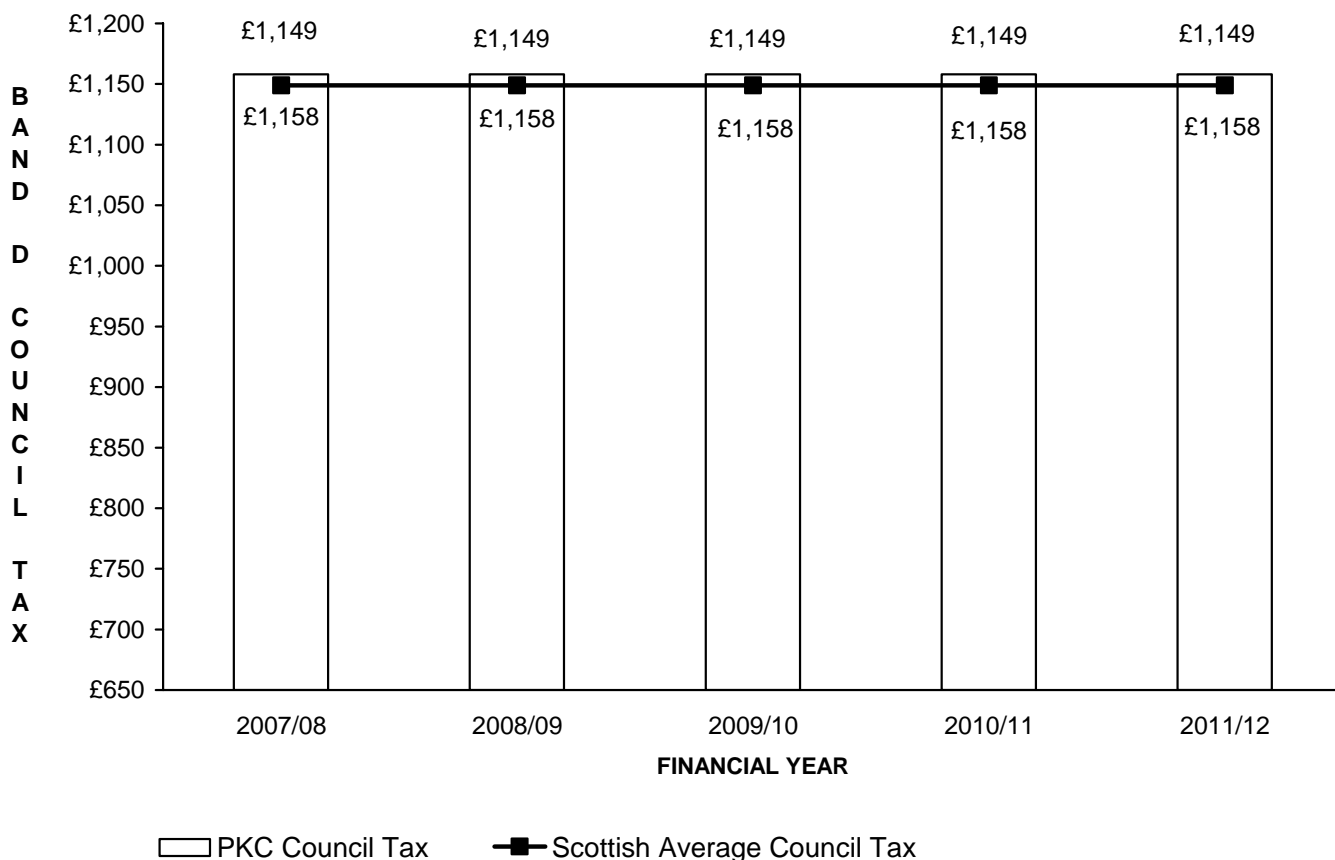
## HOUSING REVENUE ACCOUNT 2007/08 TO 2011/12

Financial Year	2007/08 £'000	2008/09 £'000	2009/10 £'000	2010/11 £'000	2011/12 £'000
Gross Budgeted Expenditure	21,540	21,728	22,261	22,777	22,700
Budgeted Income					
Council House Rents	(17,702)	(17,977)	(19,034)	(19,863)	(20,799)
Other Income	(3,838)	(3,751)	(3,227)	(2,914)	(1,901)
Net Expenditure (financed from HRA Balances)	0	0	0	0	0
Average Weekly Rent	<u>£ 44.15</u>	<u>£ 46.36</u>	<u>£ 50.16</u>	<u>£ 51.87</u>	<u>£ 54.52</u>
Scottish Average Weekly Rent	£ 47.91	£ 49.38	£ 52.79	£ 54.65	£ 56.88
Approximate Number of Council Houses (at 1 April of each year)	7,632	7,573	7,434	7,369	7,357

## CALCULATION OF COUNCIL TAX 2011/12

2010/11		2011/12	
£'000		£'000	£'000
335,141	Net Expenditure at Outturn Prices		334,147
2,615	Budget Flexibility and Reserves		(76)
337,756			334,071
	<u>Less:</u>		
207,396	Revenue Support Grant	202,276	
2,949	Capital Grants	4,037	
57,694	Non-Domestic Rate Income	57,694	
268,039			264,007
<b>69,717</b>	<b>Amount to be met from Council Tax</b>		<b>70,064</b>
	Divide by:		
61,749	Council Tax Base - Band D Equivalent Number of Dwellings	62,055	
(1,544)	<u>Less:</u> Provision (2.5%) for non-collection	(1,551)	
60,205	<b>Effective Tax Base</b>		60,504
<b>£1,158.00</b>	<b>COUNCIL TAX (Band D)</b>		<b>£1,158.00</b>

### PERTH & KINROSS COUNCIL TAX v SCOTTISH AVERAGE TAX 2007/08 to 2011/12 (Excluding Water & Wastewater Charge)



# COUNCIL TAX CHARGES 2011/12

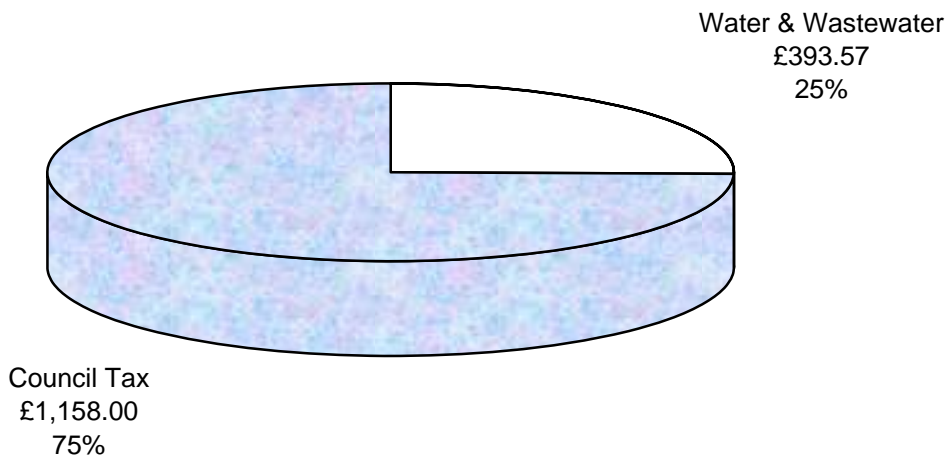
## Including Water and Wastewater Charges

Property Valuation Band	Upper limit of Band £	Fraction of Band 'D'	Council Tax Charge 2011/12 £	Water & Wastewater Charge £	Total Combined Charge 2011/12 £	Total Combined Charge 2010/12 £
A	27,000	6/9ths	<b>772.00</b>	262.38	<b>1,034.38</b>	<b>1,034.38</b>
B	35,000	7/9ths	<b>900.67</b>	306.11	<b>1,206.78</b>	<b>1,206.78</b>
C	45,000	8/9ths	<b>1,029.33</b>	349.84	<b>1,379.17</b>	<b>1,379.17</b>
D	58,000	9/9ths	<b>1,158.00</b>	393.57	<b>1,551.57</b>	<b>1,551.57</b>
E	80,000	11/9ths	<b>1,415.33</b>	481.03	<b>1,896.36</b>	<b>1,896.36</b>
F	106,000	13/9ths	<b>1,672.67</b>	568.49	<b>2,241.16</b>	<b>2,241.16</b>
G	212,000	15/9ths	<b>1,930.00</b>	655.95	<b>2,585.95</b>	<b>2,585.95</b>
H	Over 212,000	18/9ths	<b>2,316.00</b>	787.14	<b>3,103.14</b>	<b>3,103.14</b>

*The Council is not responsible for setting water and wastewater charges but is required by law to include in its bill the charges made by Scottish Water for Water and Wastewater Services. The level of the charges is set by Scottish Water and is subject to scrutiny by the Water Industry Commissioner for Scotland and the Scottish Government.*

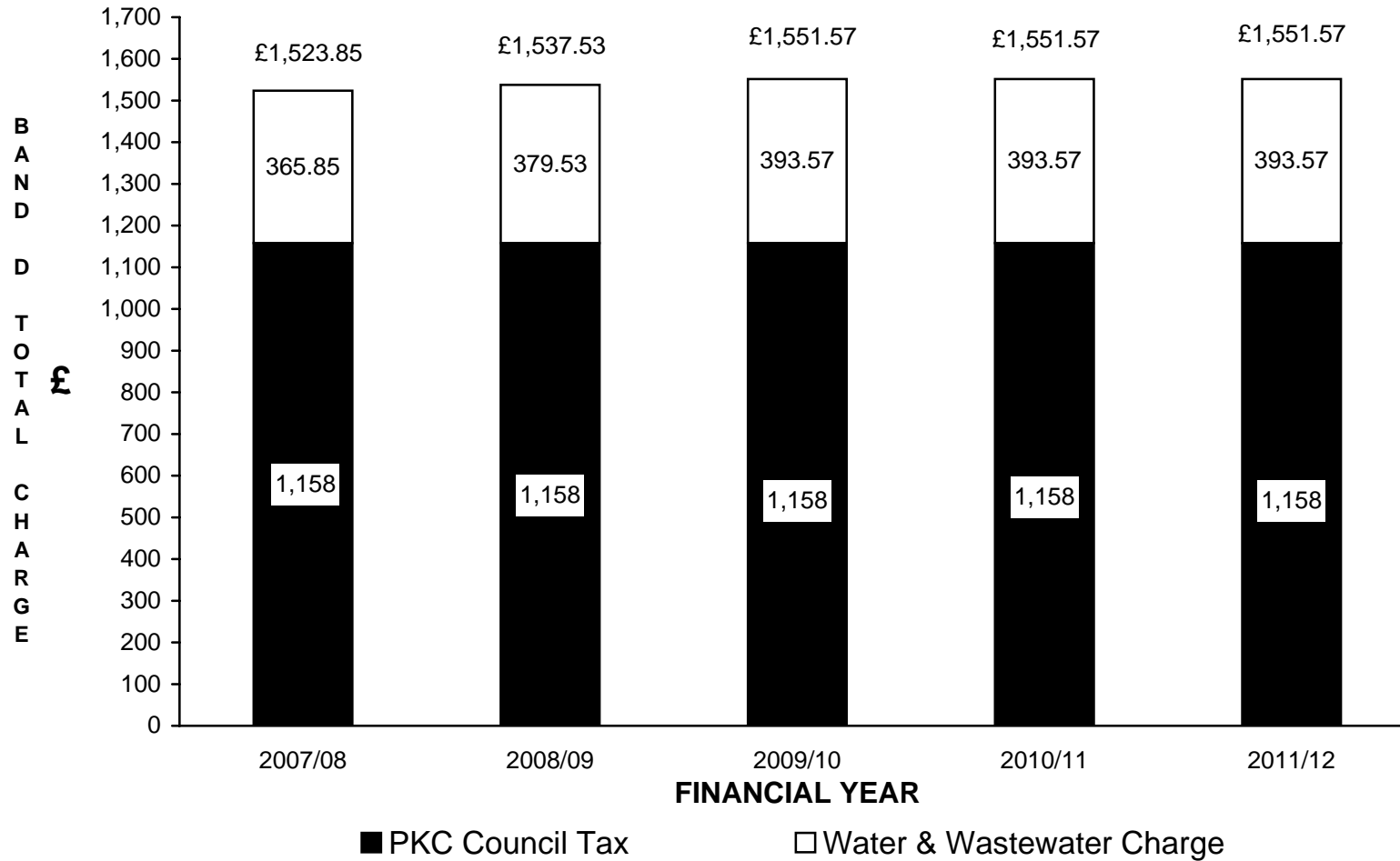
## Council Tax inc. Water & Wastewater Charges 2011/12

Split of Band D bill between Perth & Kinross Council and Scottish Water



## PERTH & KINROSS COUNCIL TAX 2007/08 to 2011/12

INC WATER & WASTEWATER CHARGES COLLECTED ON BEHALF OF SCOTTISH WATER



## BUDGETED STAFF 2011/12 (Full Time Equivalent)

Service	Teachers	Other Council Staff	Total
Education & Children's Services	1,463.6	1,258.6	2,722.2
Housing & Community Care Services	-	1,319.5	1,319.5
The Environment Service	-	851.9	851.9
Chief Executive's Service	-	198.6	198.6
<b>TOTAL</b>	<b>1,463.6</b>	<b>3,628.6</b>	<b>5,092.2</b>

**Notes:**

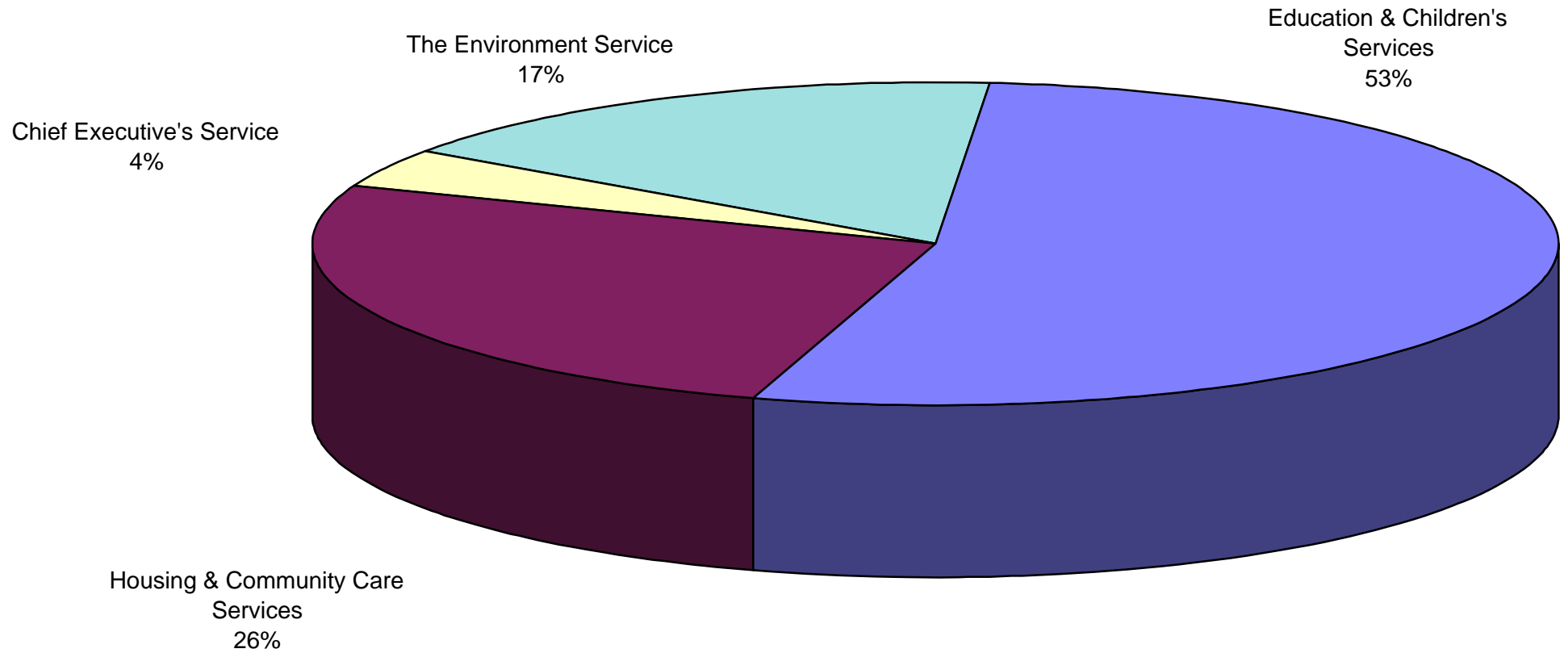
The following abbreviations are standard throughout the Budget Volume.

FT = Full Time

PT = Part Time

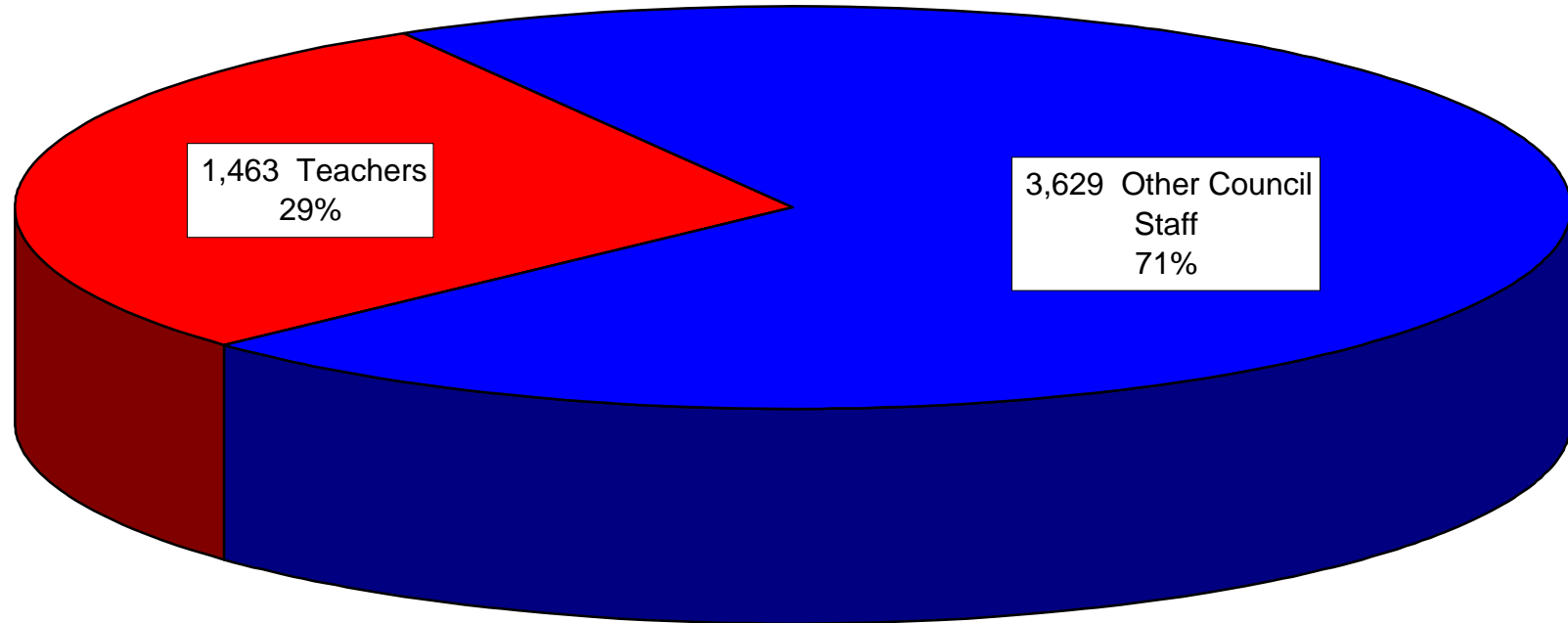
FTE = Full Time Equivalent

# BUDGETED STAFF BY SERVICE 2011/12 (Full Time Equivalent)



# BUDGETED STAFF BY CATEGORY 2011/12

(Full Time Equivalent)



# 2011/12 REVENUE BUDGET - GENERAL FUND

## SUBJECTIVE ANALYSIS OF BUDGETED NET SERVICE EXPENDITURE

		2011/12 TOTAL £'000
<b>STAFF COSTS</b>		
Chief Officials	-Gross Pay	2,195
	-Supn	407
	-NI	236
Single Status	-Gross Pay	81,394
	-Supn	14,986
	-NI	5,201
Craft Workers	-Gross Pay	303
	-Supn	56
	-NI	21
Councillors	-Gross Pay	776
	-Supn	109
	-NI	58
Teachers	-Gross Pay	53,768
	-Supn	8,006
	-NI	4,087
Teachers Pensions		317
Overtime		840
Supply Cover		1,969
Slippage		(2,486)
Other Staff Costs		3,061
<b>TOTAL STAFF COSTS</b>		<b>175,304</b>
<b>PROPERTY COSTS</b>		
Non Domestic Rates		6,053
Energy		3,982
Unitary Charge		13,196
Property Insurance		453
Cleaning		2,616
Water		859
Property Maintenance		4,427
Other Property Costs		8,239
<b>TOTAL PROPERTY COSTS</b>		<b>39,825</b>
<b>SUPPLIES &amp; SERVICES</b>		
Catering		2,520
Admin Insurance		152
Other Supplies & Services		25,097
<b>TOTAL SUPPLIES &amp; SERVICES</b>		<b>27,769</b>
<b>TRANSPORT COSTS</b>		
Travel & Subsistence		326
Car Allowances		1,397
Contract Car Hire		217
Vehicle Maintenance		198
Pupil Transport		6,327
Other Transport Costs		7,235
<b>TOTAL TRANSPORT COSTS</b>		<b>15,700</b>
<b>TRANSFER PAYMENTS</b>		37,687
<b>THIRD PARTY PAYMENTS</b>		83,482
<b>SUPPORT SERVICES</b>		3,885
<b>CAPITAL FINANCING/CAPITAL CHARGES</b>		1,331
<b>CFCR</b>		327
<b>GROSS EXPENDITURE</b>		<b>385,310</b>
<b>INCOME</b>		
Internal Recharges		15,626
Other Grant Income/Subsidy		45,456
Fees & Charges		34,366
Contract Income/External Work		431
<b>GROSS INCOME</b>		<b>95,879</b>
<b>NET SERVICE EXPENDITURE</b>		<b>289,431</b>

# EDUCATION & CHILDREN'S SERVICES

## SUMMARY

	2011/12 FINAL BUDGET £'000
<b>STAFF COSTS</b>	
Chief Officials	663
-Gross Pay	663
-Supn	122
-NI	71
Single Status	29,698
-Gross Pay	29,698
-Supn	5,421
-NI	1,743
Teachers	53,768
-Gross Pay	53,768
-Supn	8,006
-NI	4,087
Pensions	317
Overtime	83
Supply Cover	1,969
Slippage	(1,478)
Other Staff Costs	621
<b>TOTAL STAFF COSTS</b>	<b>105,091</b>
<b>PROPERTY COSTS</b>	
Non Domestic Rates	4,485
Energy Costs	1
Unitary Charge	13,196
Property Insurance	442
Cleaning	2,227
Metered Water	0
Property Maintenance	360
Other Property Costs	1,445
<b>TOTAL PROPERTY COSTS</b>	<b>22,156</b>
<b>SUPPLIES &amp; SERVICES</b>	
Catering	2,469
Admin Insurance	0
Other Supplies & Services	7,527
<b>TOTAL SUPPLIES &amp; SERVICES</b>	<b>9,996</b>
<b>TRANSPORT COSTS</b>	
Travel & Subsistence	61
Transport Insurance	0
Car Allowances	576
Contract Car Hire	10
Vehicle Maintenance	176
Pupil Transport	6,327
Other Transport Costs	412
<b>TOTAL TRANSPORT COSTS</b>	<b>7,562</b>
<b>TRANSFER PAYMENTS</b>	<b>72</b>
<b>THIRD PARTY PAYMENTS</b>	
Payments to Contractors	1,357
Other Third Party Payments	16,259
<b>TOTAL THIRD PARTY PAYMENTS</b>	<b>17,616</b>
<b>SUPPORT SERVICES</b>	
Corporate Network	0
Property Rental	0
IST Recharge	0
Central Support	0
<b>TOTAL SUPPORT SERVICES</b>	<b>0</b>
<b>CAPITAL FINANCING/CAPITAL CHARGES</b>	<b>766</b>
<b>CFCR</b>	<b>0</b>
<b>GROSS EXPENDITURE</b>	<b>163,259</b>
<b>INCOME</b>	
Internal Recharges	148
Other Grant Income/Subsidy	1,271
Fees & Charges	4,189
Contract Income/External Work	0
<b>GROSS INCOME</b>	<b>5,608</b>
<b>NET EXPENDITURE</b>	<b>157,651</b>

Education & Children's Services comprises Education, Cultural and Community Services and Children and Families Services staff. The Service has budgeted for approximately 2,722 full time equivalent staff including permanent, temporary and supply teaching staff.

Other staff such as Psychologists, Social Workers, Community Learning Workers and Support Staff are also employed within Education & Children's Services.

Education & Children's Services manage a diverse range of community facilities including libraries, museums, offices, learning and family centres, community centres and schools.

In co-operation with other council services, and other partner agencies, Education & Children's Services currently manage and maintain 145 establishments.

# EDUCATION & CHILDREN'S SERVICES

## SUPPORT SERVICES

	2011/12 FINAL BUDGET £'000
<b>STAFF COSTS</b>	
Chief Officials	-Gross Pay 269
	-Supn 50
	-NI 30
Single Status	-Gross Pay 3,580
	-Supn 582
	-NI 201
Teachers	-Gross Pay 100
	-Supn 14
	-NI 10
Pensions	317
Overtime	6
Supply Cover	49
Slippage	(36)
Other Staff Costs	150
<b>TOTAL STAFF COSTS</b>	<b>5,322</b>
<b>PROPERTY COSTS</b>	
Non Domestic Rates	8
Energy Costs	0
Unitary Charge	0
Property Insurance	442
Cleaning	0
Metered Water	0
Property Maintenance	0
Other Property Costs	48
<b>TOTAL PROPERTY COSTS</b>	<b>498</b>
<b>SUPPLIES &amp; SERVICES</b>	
Catering	0
Admin Insurance	0
Other Supplies & Services	418
<b>TOTAL SUPPLIES &amp; SERVICES</b>	<b>418</b>
<b>TRANSPORT COSTS</b>	
Travel & Subsistence	6
Transport Insurance	0
Car Allowances	76
Contract Car Hire	0
Vehicle Maintenance	0
Pupil Transport	0
Other Transport Costs	0
<b>TOTAL TRANSPORT COSTS</b>	<b>82</b>
<b>TRANSFER PAYMENTS</b>	<b>60</b>
<b>THIRD PARTY PAYMENTS</b>	
Payments to Contractors	0
Other Third Party Payments	448
<b>TOTAL THIRD PARTY PAYMENTS</b>	<b>448</b>
<b>SUPPORT SERVICES</b>	
Corporate Network	0
Property Rental	0
IST Recharge	0
Central Support	0
<b>TOTAL SUPPORT SERVICES</b>	<b>0</b>
<b>CAPITAL FINANCING/CAPITAL CHARGE</b>	<b>64</b>
<b>CFCR</b>	<b>0</b>
<b>GROSS EXPENDITURE</b>	<b>6,892</b>
<b>INCOME</b>	
Internal Recharges	148
Other Grant Income/Subsidy	0
Fees & Charges	56
Contract Income/External Work	0
<b>GROSS INCOME</b>	<b>204</b>
<b>NET EXPENDITURE</b>	<b>6,688</b>

Support Services provides Statutory Support Services, Financial Management (including Devolved School Management), Janitorial provision, School Crossing Patrollers, Performance Management, Organisational Development Support and Resource Management including the Investment In Learning (IIL) Programme. Support Services has budgeted for 174 full time equivalent staff to provide these essential services.

Teams within this area support pupils, parents and families with statutory services in relation to free school meals, Education Maintenance Allowances, Fostercare payments, clothing and footwear payments, home to school transport, school admissions and placing requests, employment permits and performance licences, administration of co-ordinated support plans and the management of reserved places and catchment areas. All statutory appeals and statutory consultations are undertaken by Support Services.

Support for all Contracts and Service Level Agreements is undertaken within Support Services (including IIL, LAL, Horsecross and Tayside Contracts).

The Performance and Scrutiny Team provides support and guidance about performance management including self evaluation, statistics and research and information. The team is responsible for co-ordinating the Service Business Management and Improvement Plan, Standards and Quality report and six monthly and annual performance reports.

Organisational Development supports the development of all staff to deliver appropriate learning interventions, such as Child Protection, Managing Aggression and Violence. A Schedule of Opportunities is produced on an annual basis. Support mechanisms are also in place through the Probationer Teacher Programme, the Leadership and Management Framework and a range of networks.

Resource Management functions include the Project Support Team that plan, develop and manage major capital projects and take responsibility for Business Continuity planning and the Asset Management Team that forward plan and ensure the most efficient and effective usage of the Services estate.

Other budgets held within Support Services include:

- Parent Councils' running costs.
- Insurance Budgets for all ECS Establishments.
- Executive Director & Depute Director budgets.

# EDUCATION & CHILDREN'S SERVICES

## DAY SCHOOLS - NURSERY

2011/12  
FINAL  
BUDGET  
£'000

### STAFF COSTS

Chief Officials	-Gross Pay	0
	-Supn	0
	-NI	0
Single Status	-Gross Pay	3,634
	-Supn	704
	-NI	207
Teachers	-Gross Pay	1,429
	-Supn	213
	-NI	103
Pensions		0
Overtime		0
Supply Cover		90
Slippage		(89)
Other Staff Costs		34
<b>TOTAL STAFF COSTS</b>		<b>6,325</b>

### PROPERTY COSTS

Non Domestic Rates		11
Energy Costs		0
Unitary Charge		0
Property Insurance		0
Cleaning		9
Metered Water		0
Property Maintenance		4
Other Property Costs		38
<b>TOTAL PROPERTY COSTS</b>		<b>62</b>

### SUPPLIES & SERVICES

Catering		0
Admin Insurance		0
Other Supplies & Services		161
<b>TOTAL SUPPLIES &amp; SERVICES</b>		<b>161</b>

### TRANSPORT COSTS

Travel & Subsistence		7
Transport Insurance		0
Car Allowances		35
Contract Car Hire		0
Vehicle Maintenance		0
Pupil Transport		0
Other Transport Costs		25
<b>TOTAL TRANSPORT COSTS</b>		<b>67</b>

### TRANSFER PAYMENTS

		0
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### THIRD PARTY PAYMENTS

Payments to Contractors		0
Other Third Party Payments		1,475
<b>TOTAL THIRD PARTY PAYMENTS</b>		<b>1,475</b>

### SUPPORT SERVICES

Corporate Network		0
Property Rental		0
IST Recharge		0
Central Support		0
<b>TOTAL SUPPORT SERVICES</b>		<b>0</b>

### CAPITAL FINANCING/CAPITAL CHARGE

		0
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### CFCR

		0
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### GROSS EXPENDITURE

		8,090
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### INCOME

Internal Recharges		0
Other Grant Income/Subsidy		0
Fees & Charges		660
Contract Income/External Work		0
<b>GROSS INCOME</b>		<b>660</b>

### NET EXPENDITURE

		7,430
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Education and Children's Services is committed to the provision of high quality early years education and childcare throughout Perth and Kinross.

The service operates an education philosophy based on innovation, improvement and effective partnership which will raise standards of attainment and achievement for all young people.

Budgetary provision is made for 160 full-time and 2,000 part-time pupils in 47 nursery classes and nursery units, including the Crieff Road nursery school in Perth.

The nursery school is within the Devolved School Management Scheme.

Pre school education is delivered in nursery by staff teams including early years childhood practitioners and teachers.

Pre school education is also made through commissioned places provided by partner providers in the voluntary, private and independent sectors.

# EDUCATION & CHILDREN'S SERVICES

## DAY SCHOOLS - PRIMARY

	2011/12 FINAL BUDGET £'000
<b>STAFF COSTS</b>	
Chief Officials	-Gross Pay 78
	-Supn 14
	-NI 8
Single Status	-Gross Pay 2,932
	-Supn 542
	-NI 126
Teachers	-Gross Pay 24,234
	-Supn 3,599
	-NI 1,818
Pensions	0
Overtime	0
Supply Cover	531
Slippage	(471)
Other Staff Costs	126
<b>TOTAL STAFF COSTS</b>	<b>33,537</b>
<b>PROPERTY COSTS</b>	
Non Domestic Rates	1,619
Energy Costs	0
Unitary Charge	2,796
Property Insurance	0
Cleaning	1,123
Metered Water	0
Property Maintenance	167
Other Property Costs	168
<b>TOTAL PROPERTY COSTS</b>	<b>5,873</b>
<b>SUPPLIES &amp; SERVICES</b>	
Catering	0
Admin Insurance	0
Other Supplies & Services	1,507
<b>TOTAL SUPPLIES &amp; SERVICES</b>	<b>1,507</b>
<b>TRANSPORT COSTS</b>	
Travel & Subsistence	5
Transport Insurance	0
Car Allowances	125
Contract Car Hire	0
Vehicle Maintenance	0
Pupil Transport	1,933
Other Transport Costs	0
<b>TOTAL TRANSPORT COSTS</b>	<b>2,063</b>
<b>TRANSFER PAYMENTS</b>	<b>0</b>
<b>THIRD PARTY PAYMENTS</b>	
Payments to Contractors	0
Other Third Party Payments	0
<b>TOTAL THIRD PARTY PAYMENTS</b>	<b>0</b>
<b>SUPPORT SERVICES</b>	
Corporate Network	0
Property Rental	0
IST Recharge	0
Central Support	0
<b>TOTAL SUPPORT SERVICES</b>	<b>0</b>
<b>CAPITAL FINANCING/CAPITAL CHARGE</b>	<b>0</b>
<b>CFCR</b>	<b>0</b>
<b>GROSS EXPENDITURE</b>	<b>42,980</b>
<b>INCOME</b>	
Internal Recharges	0
Other Grant Income/Subsidy	0
Fees & Charges	529
Contract Income/External Work	0
<b>GROSS INCOME</b>	<b>529</b>
<b>NET EXPENDITURE</b>	<b>42,451</b>

There are 72 primary schools and 4 all through primary and secondary schools. These schools vary in pupil numbers from single figures up to 424.

The service operates an education philosophy based on innovation, improvement and effective partnership which will raise standards of attainment and achievement for all young people.

The emphasis in primary schools is on improving learning, teaching and the curriculum to meet the needs of our pupils. All schools strive to raise attainment in English language and mathematics through providing an appropriate broad and balanced curriculum. The main context for improving learning and teaching and developing the curriculum is Curriculum for Excellence; this is supported by national and local guidance for education 3-18.

Teachers working in primary schools on a full-time or part-time basis are supported by clerical staff, classroom assistants, early childhood practitioners, facility staff and supervisory staff. Planned opportunities for continuous professional development are available to all staff.

All primary schools are within the Devolved School Management Scheme.

# EDUCATION & CHILDREN'S SERVICES

## DAY SCHOOLS - SECONDARY

2011/12  
FINAL  
BUDGET  
£'000

### STAFF COSTS

Chief Officials	-Gross Pay	78
	-Supn	14
	-NI	8
Single Status	-Gross Pay	2,668
	-Supn	490
	-NI	155
Teachers	-Gross Pay	23,403
	-Supn	3,486
	-NI	1,814
Pensions		0
Overtime		0
Supply Cover		898
Slippage		(515)
Other Staff Costs		107
<b>TOTAL STAFF COSTS</b>		<b>32,606</b>

### PROPERTY COSTS

Non Domestic Rates	2,460
Energy Costs	0
Unitary Charge	10,400
Property Insurance	0
Cleaning	836
Metered Water	0
Property Maintenance	161
Other Property Costs	214
<b>TOTAL PROPERTY COSTS</b>	<b>14,071</b>

### SUPPLIES & SERVICES

Catering	0
Admin Insurance	0
Other Supplies & Services	1,427
<b>TOTAL SUPPLIES &amp; SERVICES</b>	<b>1,427</b>

### TRANSPORT COSTS

Travel & Subsistence	2
Transport Insurance	0
Car Allowances	53
Contract Car Hire	0
Vehicle Maintenance	79
Pupil Transport	3,553
Other Transport Costs	240
<b>TOTAL TRANSPORT COSTS</b>	<b>3,927</b>

### TRANSFER PAYMENTS

	0
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### THIRD PARTY PAYMENTS

Payments to Contractors	0
Other Third Party Payments	649
<b>TOTAL THIRD PARTY PAYMENTS</b>	<b>649</b>

### SUPPORT SERVICES

Corporate Network	0
Property Rental	0
IST Recharge	0
Central Support	0
<b>TOTAL SUPPORT SERVICES</b>	<b>0</b>

### CAPITAL FINANCING/CAPITAL CHARGE

	322
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### CFCR

	0
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### GROSS EXPENDITURE

	53,002
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### INCOME

Internal Recharges	0
Other Grant Income/Subsidy	486
Fees & Charges	24
Contract Income/External Work	0
<b>GROSS INCOME</b>	<b>510</b>

### NET EXPENDITURE

	52,492
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There are 6 secondary schools and 4 all through primary and secondary schools. All these schools have special provision, units or support systems which provide for pupils who have special additional support needs.

The service operates an education philosophy based on innovation, improvement and effective partnership which will raise standards of attainment and achievement for all young people.

The emphasis in secondary schools is on improving learning, teaching and the curriculum to meet the needs of our pupils. This is supported by the development of specific policies and guidelines and opportunities for staff development. All schools are actively involved in raising levels of attainment and achievement for all, including literacy and numeracy. The main focus is on improving learning and teaching and developing the curriculum within the context of Curriculum for Excellence national and local guidelines for education 3-18.

Secondary school provision will continue to be enhanced by work undertaken in the areas of enterprise, vocational and environmental education and careers education.

All secondary schools are within the Devolved School Management Scheme.

# EDUCATION & CHILDREN'S SERVICES

## SPECIAL SECTOR

		2011/12 FINAL BUDGET £'000
<b>STAFF COSTS</b>		
Chief Officials	-Gross Pay	0
	-Supn	0
	-NI	0
Single Status	-Gross Pay	2,761
	-Supn	513
	-NI	112
Teachers	-Gross Pay	3,585
	-Supn	535
	-NI	273
Pensions		0
Overtime		0
Supply Cover		250
Slippage		(109)
Other Staff Costs		26
<b>TOTAL STAFF COSTS</b>		<b>7,946</b>
<b>PROPERTY COSTS</b>		
Non Domestic Rates		30
Energy Costs		0
Unitary Charge		0
Property Insurance		0
Cleaning		67
Metered Water		0
Property Maintenance		10
Other Property Costs		9
<b>TOTAL PROPERTY COSTS</b>		<b>116</b>
<b>SUPPLIES &amp; SERVICES</b>		
Catering		0
Admin Insurance		0
Other Supplies & Services		182
<b>TOTAL SUPPLIES &amp; SERVICES</b>		<b>182</b>
<b>TRANSPORT COSTS</b>		
Travel & Subsistence		19
Transport Insurance		0
Car Allowances		37
Contract Car Hire		0
Vehicle Maintenance		0
Pupil Transport		835
Other Transport Costs		3
<b>TOTAL TRANSPORT COSTS</b>		<b>894</b>
<b>TRANSFER PAYMENTS</b>		<b>0</b>
<b>THIRD PARTY PAYMENTS</b>		
Payments to Contractors		0
Other Third Party Payments		2,480
<b>TOTAL THIRD PARTY PAYMENTS</b>		<b>2,480</b>
<b>SUPPORT SERVICES</b>		
Corporate Network		0
Property Rental		0
IST Recharge		0
Central Support		0
<b>TOTAL SUPPORT SERVICES</b>		<b>0</b>
<b>CAPITAL FINANCING/CAPITAL CHARGES</b>		<b>380</b>
<b>CFCR</b>		<b>0</b>
<b>GROSS EXPENDITURE</b>		<b>11,998</b>
<b>INCOME</b>		
Internal Recharges		0
Other Grant Income/Subsidy		0
Fees & Charges		89
Contract Income/External Work		0
<b>GROSS INCOME</b>		<b>89</b>
<b>NET EXPENDITURE</b>		<b>11,909</b>

### Special Schools

Education and Children's Services is committed to a policy of integrating children and young people who have additional support needs within local schools wherever possible and educationally desirable.

There are over 300 children and young people with additional support needs in specialist provision.

Provision is made for these children and young people within mainstream or designated nursery places, nursery schools, supported places in primary and secondary schools and special schools.

The fragmentation of pupil placement necessitates mobility of teaching and ancillary staff, adaptation of school buildings, staff development and a ready availability of technology aids and equipment.

Fairview School was opened in 2008 as a day special school. This school is within the Devolved School Management Scheme.

### Education Psychology Service

The Education Psychology Service is a professional advisory and support service. Psychologists play a significant role in the assessment of children with additional support needs. The service works with children and young people from pre-school to post-school, and with their families. The service contributes to the professional development of teachers through providing training and through research contributes to the development of policy and practice. The service provides information and advice to parents, is responsible for providing reports to the Children's Panel and provides one of the interfaces for education with Child and Community Health Services.

# EDUCATION & CHILDREN'S SERVICES

## CHILDREN AND FAMILIES SERVICES

		2011/12 FINAL BUDGET £'000
<b>STAFF COSTS</b>		
Chief Officials	-Gross Pay	84
	-Supn	16
	-NI	9
Single Status	-Gross Pay	5,893
	-Supn	1,085
	-NI	425
Teachers	-Gross Pay	71
	-Supn	11
	-NI	5
Pensions		0
Overtime		8
Supply Cover		74
Slippage		(107)
Other Staff Costs		66
<b>TOTAL STAFF COSTS</b>		<b>7,640</b>
<b>PROPERTY COSTS</b>		
Non Domestic Rates		55
Energy Costs		1
Unitary Charge		0
Property Insurance		0
Cleaning		41
Metered Water		0
Property Maintenance		5
Other Property Costs		38
<b>TOTAL PROPERTY COSTS</b>		<b>140</b>
<b>SUPPLIES &amp; SERVICES</b>		
Catering		0
Admin Insurance		0
Other Supplies & Services		306
<b>TOTAL SUPPLIES &amp; SERVICES</b>		<b>306</b>
<b>TRANSPORT COSTS</b>		
Travel & Subsistence		8
Transport Insurance		0
Car Allowances		104
Contract Car Hire		5
Vehicle Maintenance		0
Pupil Transport		0
Other Transport Costs		111
<b>TOTAL TRANSPORT COSTS</b>		<b>228</b>
<b>TRANSFER PAYMENTS</b>		<b>12</b>
<b>THIRD PARTY PAYMENTS</b>		
Payments to Contractors		0
Other Third Party Payments		5,621
<b>TOTAL THIRD PARTY PAYMENTS</b>		<b>5,621</b>
<b>SUPPORT SERVICES</b>		
Corporate Network		0
Property Rental		0
IST Recharge		0
Central Support		0
<b>TOTAL SUPPORT SERVICES</b>		<b>0</b>
<b>CAPITAL FINANCING/CAPITAL CHARGES</b>		<b>0</b>
<b>CFCR</b>		<b>0</b>
<b>GROSS EXPENDITURE</b>		<b>13,947</b>
<b>INCOME</b>		
Internal Recharges		0
Other Grant Income/Subsidy		0
Fees & Charges		14
Contract Income/External Work		0
<b>GROSS INCOME</b>		<b>14</b>
<b>NET EXPENDITURE</b>		<b>13,933</b>

This budget provides for Children and Families Services.

The Council has a wide range of duties and responsibilities under statutory direction to safeguard and promote the welfare of children in the area who are in need, to promote the upbringing of such children by their families and to provide a range and level of services appropriate to these needs.

These services include:

- assessment of need
- duty system to deal with new referrals
- counselling, support and advice
- protection from abuse and neglect
- provision of services to meet specific needs of children within early years
- services for children with disabilities and for those affected by disability
- services to Courts and Children's Hearings
- support programmes for children under supervision in the community
- foster care and adoption service for looked after children including fulfilling responsibilities of the Adoption Agency
- residential care for looked after children
- commissioning of relevant services from the voluntary and independent sector
- throughcare and aftercare services
- lead on integrated children's services planning
- development of Corporate Parenting agenda

# EDUCATION & CHILDREN'S SERVICES

## INFORMATION TECHNOLOGY

		2011/12 FINAL BUDGET £'000
<b>STAFF COSTS</b>		
Chief Officials	-Gross Pay	77
	-Supn	14
	-NI	8
Single Status	-Gross Pay	2,531
	-Supn	459
	-NI	180
Teachers	-Gross Pay	0
	-Supn	0
	-NI	0
Pensions		0
Overtime		5
Supply Cover		0
Slippage		(46)
Other Staff Costs		95
<b>TOTAL STAFF COSTS</b>		<b>3,323</b>
<b>PROPERTY COSTS</b>		
Non Domestic Rates		0
Energy Costs		0
Unitary Charge		0
Property Insurance		0
Cleaning		0
Metered Water		0
Property Maintenance		0
Other Property Costs		17
<b>TOTAL PROPERTY COSTS</b>		<b>17</b>
<b>SUPPLIES &amp; SERVICES</b>		
Catering		0
Admin Insurance		0
Other Supplies & Services		2,115
<b>TOTAL SUPPLIES &amp; SERVICES</b>		<b>2,115</b>
<b>TRANSPORT COSTS</b>		
Travel & Subsistence		3
Transport Insurance		0
Car Allowances		25
Contract Car Hire		5
Vehicle Maintenance		2
Pupil Transport		0
Other Transport Costs		3
<b>TOTAL TRANSPORT COSTS</b>		<b>38</b>
<b>TRANSFER PAYMENTS</b>		
		0
<b>THIRD PARTY PAYMENTS</b>		
Payments to Contractors		0
Other Third Party Payments		0
<b>TOTAL THIRD PARTY PAYMENTS</b>		<b>0</b>
<b>SUPPORT SERVICES</b>		
Corporate Network		0
Property Rental		0
IST Recharge		0
Central Support		0
<b>TOTAL SUPPORT SERVICES</b>		<b>0</b>
<b>CAPITAL FINANCING/CAPITAL CHARGES</b>		
		0
<b>CFCR</b>		
		0
<b>GROSS EXPENDITURE</b>		<b>5,493</b>
<b>INCOME</b>		
Internal Recharges		0
Other Grant Income/Subsidy		0
Fees & Charges		175
Contract Income/External Work		0
<b>GROSS INCOME</b>		<b>175</b>
<b>NET EXPENDITURE</b>		<b>5,318</b>

Information Technology has responsibility for the strategic planning, development, management, implementation and support of Council's Information Communications and Technology (ICT). IT provides a range of integrated services, taken forward within five broad areas.

Infrastructure Teams manage the corporate infrastructure needed to deliver ICT services to the Council. This area includes voice and data networks, server infrastructure and backups and the infrastructure that manages our Geographic Information Systems.

Applications Teams work closely with services to ensure the Council's application estate which includes third party systems such as Swift, Housing and ResourceLink as well as the eric, the PKC website and email are supported to expected levels of service.

The IT Helpdesk provides ICT users with a single telephone number and generic e-mail contact point for all ICT requests. This service includes first line customer support and comprehensive ICT procurement and asset management service.

The ECS MIS Team provides MIS support services across ECS. This includes system administration and integration, user training and support for mandatory data sharing obligations.

Desktop Support Teams support and manage the Council PC, laptop and printer estate. The team are responsible for the PCs themselves as well as the software that runs on them. The team provide support through central team and an out-posted technician team that are based in schools and some corporate buildings.

**CATERING SERVICE**

	<b>2011/12 FINAL BUDGET £'000</b>
<b>STAFF COSTS</b>	
Chief Officials	-Gross Pay 0
	-Supn 0
	-NI 0
Single Status	-Gross Pay 225
	-Supn 40
	-NI 7
Teachers	-Gross Pay 0
	-Supn 0
	-NI 0
Pensions	0
Overtime	0
Supply Cover	0
Slippage	(4)
Other Staff Costs	0
<b>TOTAL STAFF COSTS</b>	<b>268</b>
<b>PROPERTY COSTS</b>	
Non Domestic Rates	3
Energy Costs	0
Unitary Charge	0
Property Insurance	0
Cleaning	0
Metered Water	0
Property Maintenance	0
Other Property Costs	34
<b>TOTAL PROPERTY COSTS</b>	<b>37</b>
<b>SUPPLIES &amp; SERVICES</b>	
Catering	2,469
Admin Insurance	0
Other Supplies & Services	333
<b>TOTAL SUPPLIES &amp; SERVICES</b>	<b>2,802</b>
<b>TRANSPORT COSTS</b>	
Travel & Subsistence	2
Transport Insurance	0
Car Allowances	3
Contract Car Hire	0
Vehicle Maintenance	0
Pupil Transport	0
Other Transport Costs	0
<b>TOTAL TRANSPORT COSTS</b>	<b>5</b>
<b>TRANSFER PAYMENTS</b>	<b>0</b>
<b>THIRD PARTY PAYMENTS</b>	
Payments to Contractors	1,357
Other Third Party Payments	0
<b>TOTAL THIRD PARTY PAYMENTS</b>	<b>1,357</b>
<b>SUPPORT SERVICES</b>	
Corporate Network	0
Property Rental	0
IST Recharge	0
Central Support	0
<b>TOTAL SUPPORT SERVICES</b>	<b>0</b>
<b>CAPITAL FINANCING/CAPITAL CHARGES</b>	<b>0</b>
<b>CFCR</b>	<b>0</b>
<b>GROSS EXPENDITURE</b>	<b>4,469</b>
<b>INCOME</b>	
Internal Recharges	0
Other Grant Income/Subsidy	0
Fees & Charges	2,000
Contract Income/External Work	0
<b>GROSS INCOME</b>	<b>2,000</b>
<b>NET EXPENDITURE</b>	<b>2,469</b>

The School Meals Service is managed by the Catering Support Team within Education and Children's Services. Delivery of the service is undertaken by our operational partners, Tayside Contracts.

The service includes provision of a lunchtime operation offering a variety of foods that meet the food and nutritional standards required for nursery, primary and secondary pupils. A cash cafeteria system operates in secondary schools where a range of healthier food choices are provided at both break and lunch times.

Support, advice and development are provided to a range of stakeholders in the delivery of appropriate and improving food services in accordance with the requirements of the Schools (Health Promotion and Nutrition) (Scotland) Act 2007.

Income detailed under charges represents monies collected from pupils and staff. The charges for 2011/12 for a standard pupil meal are as follows:

Primary	£1.80
Secondary	£1.85
Adults	£2.65

Breakfast Club services were extended during 2010/11 and an assessment of this service delivery during 2011/12 will recommend the future strategic direction of this development.

# EDUCATION & CHILDREN'S SERVICES

## GRANTS AND INITIATIVES

	2011/12 FINAL BUDGET £'000
<b>STAFF COSTS</b>	
Chief Officials	0
-Gross Pay	0
-Supn	0
-NI	0
Single Status	482
-Gross Pay	88
-Supn	30
-NI	245
Teachers	31
-Gross Pay	14
-Supn	0
-NI	0
Pensions	0
Overtime	0
Supply Cover	53
Slippage	0
Other Staff Costs	0
<b>TOTAL STAFF COSTS</b>	<b>943</b>
<b>PROPERTY COSTS</b>	
Non Domestic Rates	0
Energy Costs	0
Unitary Charge	0
Property Insurance	0
Cleaning	0
Metered Water	0
Property Maintenance	0
Other Property Costs	0
<b>TOTAL PROPERTY COSTS</b>	<b>0</b>
<b>SUPPLIES &amp; SERVICES</b>	
Catering	0
Admin Insurance	0
Other Supplies & Services	154
<b>TOTAL SUPPLIES &amp; SERVICES</b>	<b>154</b>
<b>TRANSPORT COSTS</b>	
Travel & Subsistence	0
Transport Insurance	0
Car Allowances	14
Contract Car Hire	0
Vehicle Maintenance	0
Pupil Transport	0
Other Transport Costs	0
<b>TOTAL TRANSPORT COSTS</b>	<b>14</b>
<b>TRANSFER PAYMENTS</b>	
	0
<b>THIRD PARTY PAYMENTS</b>	
Payments to Contractors	0
Other Third Party Payments	10
<b>TOTAL THIRD PARTY PAYMENTS</b>	<b>10</b>
<b>SUPPORT SERVICES</b>	
Corporate Network	0
Property Rental	0
IST Recharge	0
Central Support	0
<b>TOTAL SUPPORT SERVICES</b>	<b>0</b>
<b>CAPITAL FINANCING/CAPITAL CHARGES</b>	
	0
<b>CFCR</b>	
	0
<b>GROSS EXPENDITURE</b>	<b>1,121</b>
<b>INCOME</b>	
Internal Recharges	0
Other Grant Income/Subsidy	785
Fees & Charges	7
Contract Income/External Work	0
<b>GROSS INCOME</b>	<b>792</b>
<b>NET EXPENDITURE</b>	<b>329</b>

Education and Children's Services receive a number of specific and special grants for particular initiatives. These include Active Schools, Youth Music, Gaelic Education and Education Maintenance Allowance.

Sportscotland provides funding to support the Active Schools initiative within Primary and Secondary Schools. This initiative supports the development of a national framework of professionals responsible for recruiting and developing volunteers, coaches, leaders and teachers to deliver physical activity before, during and after school as well as developing and building capacity in the wider community.

Funding is received from the Scottish Arts Council for the Youth Music Initiative which provides all children the opportunity to access one year's free music tuition by the time they reach 16.

The Scottish Government provide funding to PKC to enable the teaching of the Gaelic Language or teaching other subjects in Gaelic.

Education Maintenance Allowance funding is provided by the Scottish Government for the purpose of providing means-tested financial support to encourage young people from low income households to remain in non advanced post compulsory education.

Funding is also received from various other organisations such as Creative Scotland, Museums Galleries Scotland, NHS and the Local Action Fund. Funding from these sources enables the Service to deliver various activities including health promotion, sports and cultural activities.

The net expenditure represents the Council's contribution towards projects part funded through Grants and the income budget for Gaelic held by the Chief Executive's Service.

CULTURAL & COMMUNITY SERVICES

		2011/12 FINAL BUDGET £'000
<b>STAFF COSTS</b>		
Chief Officials	-Gross Pay	77
	-Supn	14
	-NI	8
Single Status	-Gross Pay	4,992
	-Supn	918
	-NI	300
Teachers	-Gross Pay	701
	-Supn	117
	-NI	50
Pensions		0
Overtime		64
Supply Cover		24
Slippage		(101)
Other Staff Costs		17
<b>TOTAL STAFF COSTS</b>		<b>7,181</b>
<b>PROPERTY COSTS</b>		
Non Domestic Rates		299
Energy Costs		0
Unitary Charge		0
Property Insurance		0
Cleaning		151
Metered Water		0
Property Maintenance		13
Other Property Costs		879
<b>TOTAL PROPERTY COSTS</b>		<b>1,342</b>
<b>SUPPLIES &amp; SERVICES</b>		
Catering		0
Admin Insurance		0
Other Supplies & Services		924
<b>TOTAL SUPPLIES &amp; SERVICES</b>		<b>924</b>
<b>TRANSPORT COSTS</b>		
Travel & Subsistence		9
Transport Insurance		0
Car Allowances		104
Contract Car Hire		0
Vehicle Maintenance		95
Pupil Transport		6
Other Transport Costs		30
<b>TOTAL TRANSPORT COSTS</b>		<b>244</b>
<b>TRANSFER PAYMENTS</b>		
		0
<b>THIRD PARTY PAYMENTS</b>		
Payments to Contractors		0
Other Third Party Payments		5,576
<b>TOTAL THIRD PARTY PAYMENTS</b>		<b>5,576</b>
<b>SUPPORT SERVICES</b>		
Corporate Network		0
Property Rental		0
IST Recharge		0
Central Support		0
<b>TOTAL SUPPORT SERVICES</b>		<b>0</b>
<b>CAPITAL FINANCING/CAPITAL CHARGES</b>		
		0
<b>CFCR</b>		
		0
<b>GROSS EXPENDITURE</b>		<b>15,267</b>
<b>INCOME</b>		
Internal Recharges		0
Other Grant Income/Subsidy		0
Fees & Charges		635
Contract Income/External Work		0
<b>GROSS INCOME</b>		<b>635</b>
<b>NET EXPENDITURE</b>		<b>14,632</b>

Cultural and Community Services includes Cultural Services, Sport and Active Recreation, and Library and Lifelong Learning services. It also supports Community Learning and Development, and Community Engagement.

The Libraries and Lifelong Learning Service is provided from its main central library in Perth, the A K Bell, and a network of 13 community libraries, including Auchterarder, Blairgowrie, Scone and the new locations of the Crieff and Kinross libraries within the Strathearn, Loch Leven and Breadalbane Community Campuses. There is also a brand new library serving the North Perth Community in the North Inch Community Campus. Part-time community libraries are found in Alyth, Birnam, Comrie, Coupar Angus, Pitlochry and at West Mill Street in Perth, which has special provision for people who are elderly or who have a disability. Three mobile vans drive to remote rural locations or larger communities. An outreach service is provided to hospitals, prisons, the housebound and residential homes. The A K Bell has a theatre, meeting room facilities and a cafe.

Community Learning and Development includes Adult Learning, Capacity Building and Youth Services. The Adult Learning Team delivers community based adult learning, adult literacy and numeracy programmes and a range of support on developing core skills such as ICT.

Youth Services supports young people's wider achievement through personal development activities and opportunities for young people to be active in their community. The Youth Council and Local Youth Fora provide young people with the opportunity to have a voice in their local community and across Perth and Kinross.

The Community Capacity Building Team work in geographical areas to support community groups in a variety of settings and work with communities to develop and influence local services. The team co-ordinates community activity and support and team members are based in Crieff, Kinross, Highland, Perth South, Fairfield/Muirton, Letham/Hillyland and Blairgowrie.

Support to our more vulnerable young people and their families is provided through the Community Link Worker Team and the North Perth Integrated Schools Team.

The Heritage Service is responsible for Perth & Kinross Council's museums and galleries. These are Perth Museum and Art Gallery, the Fergusson Gallery and Alyth Museum. All of these contain high quality collections, have programmes of changing exhibitions and are important resources for lifelong and family learning.

The Arts Development team offers development opportunities across the Council, including support for local arts festivals.

The Instrumental Tuition Service delivers instrumental tuition in schools and supports young people through local orchestras and the Youth Music Initiative.

The service is also responsible for Sports Development, Active Schools, Outdoor Education, the Council's two Outdoor Centres and supporting the Perth & Kinross Sports Council.

The service also undertakes client monitoring of major sport and cultural provision including Live Active Leisure; Horsecross Arts Ltd; and Pitlochry Festival Theatre.

## SUMMARY

	2011/12 FINAL BUDGET £'000
<b>STAFF COSTS</b>	
Chief Officials	425
-Gross Pay	425
-Supn	79
-NI	45
Single Status	25,906
-Gross Pay	25,906
-Supn	4,731
-NI	1,628
Teachers	0
-Gross Pay	0
-Supn	0
-NI	0
Pensions	0
Overtime	90
Other Staff Costs	1,033
Slippage	(651)
<b>TOTAL STAFF COSTS</b>	<b>33,286</b>
<b>PROPERTY COSTS</b>	
Non Domestic Rates	155
Energy Costs	49
Property Insurance	3
Cleaning	127
Metered Water	24
Property Maintenance	387
Other Property Costs	2,280
<b>TOTAL PROPERTY COSTS</b>	<b>3,025</b>
<b>SUPPLIES &amp; SERVICES</b>	
Catering	0
Admin Insurance	0
Other Supplies & Services	2,685
<b>TOTAL SUPPLIES &amp; SERVICES</b>	<b>2,685</b>
<b>TRANSPORT COSTS</b>	
Travel & Subsistence	112
Transport Insurance	0
Car Allowances	640
Contract Car Hire	9
Vehicle Maintenance	22
Other Transport Costs	414
<b>TOTAL TRANSPORT COSTS</b>	<b>1,197</b>
<b>TRANSFER PAYMENTS</b>	<b>37,449</b>
<b>THIRD PARTY PAYMENTS</b>	
Payments to Contractors	258
Other Third Party Payments	46,742
<b>TOTAL THIRD PARTY PAYMENTS</b>	<b>47,000</b>
<b>SUPPORT SERVICES</b>	
Corporate Network	0
Property Rental	0
IST Recharge	148
Housing Administration Recharge	5
<b>TOTAL SUPPORT SERVICES</b>	<b>153</b>
<b>CAPITAL FINANCING/CAPITAL CHARGES</b>	<b>110</b>
<b>CFCR</b>	<b>0</b>
<b>GROSS EXPENDITURE</b>	<b>124,905</b>
<b>INCOME</b>	
Internal Recharges	2,355
Other Grant Income/Subsidy	38,658
Fees & Charges	14,473
Resource Transfer	5,149
Contract Income/External Work	0
<b>TOTAL INCOME</b>	<b>60,635</b>
<b>NET EXPENDITURE</b>	<b>64,270</b>

This page shows the summary budget for Housing & Community Care. Detailed information for Community Care and Housing (General Fund) is provided on the following pages.

Housing & Community Care's vision is:

We're committed to the council's aim that Perth & Kinross should be a vibrant, successful place where people can enjoy a safe, secure and healthy environment, and where they're nurtured and supported as individuals and communities.

Our five service objectives are:

- Provide more and better housing throughout Perth & Kinross.
- Help people to keep living in their own homes and leading lives that are acceptable to them and the community around them.
- Help communities to grow and individuals to develop so that people can live safely in strong, healthy communities.
- Look after homeless people, and vulnerable adults and families, with proper housing, support and protection.
- Spend our money wisely and provide the best service possible, in a way that involves everyone who either benefits or contributes.

We work with people who are disabled, in poor health, socially excluded or disadvantaged in other ways. We look after them as residents and tenants, make sure that they have access to high quality affordable housing, and help to rebuild communities. We also support vulnerable people who may be the victims of social inequality by helping and encouraging them to develop their own potential, take responsibility for their own welfare and to be independent.

Our work ranges from assessing people's needs and taking care of vulnerable individuals and families, to providing the necessary safeguards for people who may be a risk to themselves or others. We also administer housing and council tax benefits and offer advice in relation to improvements, repairs and adaptations for people who own their homes.

**HOUSING & COMMUNITY CARE  
(COMMUNITY CARE)  
OLDER PEOPLE**

	2011/12 FINAL BUDGET £'000
<b>STAFF COSTS</b>	
Chief Officials	0
-Gross Pay	0
-Supn	0
-NI	0
Single Status	11,253
-Gross Pay	2,082
-Supn	660
-NI	0
Teachers	0
-Gross Pay	0
-Supn	0
-NI	0
Pensions	0
Overtime	0
Other Staff Costs	81
Slippage	0
<b>TOTAL STAFF COSTS</b>	<b>14,076</b>
<b>PROPERTY COSTS</b>	
Non Domestic Rates	19
Energy Costs	0
Property Insurance	0
Cleaning	8
Metered Water	0
Property Maintenance	5
Other Property Costs	68
<b>TOTAL PROPERTY COSTS</b>	<b>100</b>
<b>SUPPLIES &amp; SERVICES</b>	
Catering	0
Admin Insurance	0
Other Supplies & Services	871
<b>TOTAL SUPPLIES &amp; SERVICES</b>	<b>871</b>
<b>TRANSPORT COSTS</b>	
Travel & Subsistence	72
Transport Insurance	0
Car Allowances	383
Contract Car Hire	3
Vehicle Maintenance	10
Other Transport Costs	95
<b>TOTAL TRANSPORT COSTS</b>	<b>563</b>
<b>TRANSFER PAYMENTS</b>	<b>4</b>
<b>THIRD PARTY PAYMENTS</b>	
Payments to Contractors	0
Other Third Party Payments	25,618
<b>TOTAL THIRD PARTY PAYMENTS</b>	<b>25,618</b>
<b>SUPPORT SERVICES</b>	
Corporate Network	0
Property Renta	0
IST Recharge	0
Central Support	0
<b>TOTAL SUPPORT SERVICES</b>	<b>0</b>
<b>CAPITAL FINANCING/CAPITAL CHARGES</b>	<b>0</b>
<b>CFCR</b>	<b>0</b>
<b>GROSS EXPENDITURE</b>	<b>41,232</b>
<b>INCOME</b>	
Internal Recharges	0
Other Grant Income/Subsidy	0
Fees & Charges	5,325
Resource Transfer	0
<b>TOTAL INCOME</b>	<b>5,325</b>
<b>NET EXPENDITURE</b>	<b>35,907</b>

As part of its Care in the Community strategy, Community Care provides a wide range of services for older people, including the following:-

**Community Support Services**

Locality Community Care teams support people to decide what they want to improve about their situation and the support they need to do so. This motivates people to achieve their potential by determining their own goals, and realising them through the support of the community, their families, and a range of Council and Voluntary Sector resources and services. Monitoring and reviewing change and risk is part of the process. Equipment and adaptations to the person's home environment to maintain independence is an integral part of the service. Where people are no longer able to remain at home, social workers work with them and their families to facilitate admission to an appropriate care home.

In addition Social Workers undertake supervision of private guardians and provide guardianship supervision for people being cared for under the Adults with Incapacity (Scotland) Act 2007.

Social Workers also act as Council Officers under the Adult Support and Protection (Scotland) Act 2007 and in partnership with other agencies and the adult at risk of harm to ensure they are safe.

**Care at Home**

Care at home is provided through Reablement and Mainstream provision of personal care support to older people. Direct Payments play a significant part in ensuring that people will have the independence to organise their own care and have support to engage in social and community activity where required.

**Telecare**

An ever increasing range of electronic and technical devices can be fitted and linked to a personal responder service to enable independence at home.

**Day Services / Opportunities**

Day Centre Services are provided and commissioned in a number of centres across Perth and Kinross. This extends to the provision of transport to enable the attendance of the most frail and vulnerable. These centres play an important role in preventing isolation, promoting mental health and physical well-being and providing respite for carers. There is now a greater emphasis on introducing people to activities already taking place in the community and in supporting individuals and small groups to decide how they want to spend the time in line with their own interests, following the national agenda around personalisation.

**Care Homes**

The Service runs care homes in Perth, Aberfeldy and Auchterarder where people who can no longer live in their own home receive the support and care that they need. Care extends to the end of life in conjunction with the Community Nursing Service. People are supported to continue with their own interests as far as possible and relatives are welcome to play a part in their care if they wish. The service also purchases a significant number of care home placements from the private and voluntary sector.

**HOUSING & COMMUNITY CARE**  
(COMMUNITY CARE)  
**PEOPLE WITH A PHYSICAL OR SENSORY IMPAIRMENT**

2011/12  
FINAL  
BUDGET  
£'000

<b>STAFF COSTS</b>		
Chief Officials	-Gross Pay	0
	-Supn	0
	-NI	0
Single Status	-Gross Pay	788
	-Supn	146
	-NI	53
Teachers	-Gross Pay	0
	-Supn	0
	-NI	0
Pensions		0
Overtime		0
Other Staff Costs		1
Slippage		0
<b>TOTAL STAFF COSTS</b>		<b>988</b>
<b>PROPERTY COSTS</b>		
Non Domestic Rates		16
Energy Costs		0
Property Insurance		1
Cleaning		1
Metered Water		0
Property Maintenance		0
Other Property Costs		30
<b>TOTAL PROPERTY COSTS</b>		<b>48</b>
<b>SUPPLIES &amp; SERVICES</b>		
Catering		0
Admin Insurance		0
Other Supplies & Services		65
<b>TOTAL SUPPLIES &amp; SERVICES</b>		<b>65</b>
<b>TRANSPORT COSTS</b>		
Travel & Subsistence		1
Transport Insurance		0
Car Allowances		1
Contract Car Hire		0
Vehicle Maintenance		0
Other Transport Costs		15
<b>TOTAL TRANSPORT COSTS</b>		<b>17</b>
<b>TRANSFER PAYMENTS</b>		<b>0</b>
<b>THIRD PARTY PAYMENTS</b>		
Payments to Contractors		0
Other Third Party Payments		1,693
<b>TOTAL THIRD PARTY PAYMENTS</b>		<b>1,693</b>
<b>SUPPORT SERVICES</b>		
Corporate Network		0
Property Renta		0
IST Recharge		0
Central Support		0
<b>TOTAL SUPPORT SERVICES</b>		<b>0</b>
<b>CAPITAL FINANCING/CAPITAL CHARGES</b>		<b>0</b>
<b>CFCR</b>		<b>0</b>
<b>GROSS EXPENDITURE</b>		<b>2,811</b>
<b>INCOME</b>		
Internal Recharges		0
Other Grant Income/Subsidy		0
Fees & Charges		374
Resource Transfer		0
<b>TOTAL INCOME</b>		<b>374</b>
<b>NET EXPENDITURE</b>		<b>2,437</b>

As part of its Care in the Community strategy, Community Care provides a wide range of services for people with a physical or sensory impairment, including the following:-

#### **Community Support Services**

Locality Community Care teams support people to decide what they want to improve about their situation and the support they need to do so. This motivates people to achieve their potential by determining their own goals, and realising them through the support of the community, their families, and a range of Council and Voluntary Sector resources and services. Monitoring and reviewing change and risk is part of the process. Equipment and adaptations to the person's home environment to maintain independence is an integral part of the service. Where people are no longer able to remain at home, social workers work with them and their families to facilitate admission to an appropriate care home.

People with sensory impairment received a similar service from the Perth and Kinross Society for the Blind and the Tayside Association for the Deaf, commissioned by the Council through Service Level Agreements.

Social Workers also act as Council Officers under the Adult Support and Protection (Scotland) Act 2007 and in partnership with other agencies and the adult at risk of harm to ensure they are safe.

#### **Care at Home**

Care at home is provided through Reablement and Mainstream provision of personal care support to people with physical disability. Direct Payments play a significant part in ensuring that people will have the independence to organise their own care and have support to engage in social and community activity where required.

#### **Telecare**

An ever increasing range of electronic and technical devices can be fitted and linked to a personal responder service to enable independence at home.

#### **Day Services / Opportunities**

Day Centre Services are provided and commissioned in a number of centres across Perth and Kinross. This extends to the provision of transport to enable the attendance of the most frail and vulnerable. These centres play an important role in preventing isolation, promoting mental health and physical well-being and providing respite for carers. There is now a greater emphasis on introducing people to activities already taking place in the community and in supporting individuals and small groups to decide how they want to spend the time in line with their own interests, following the national agenda around personalisation.

**HOUSING & COMMUNITY CARE  
(COMMUNITY CARE)  
PEOPLE WITH LEARNING DISABILITIES**

	2011/12 FINAL BUDGET £'000
<b>STAFF COSTS</b>	
Chief Officials	0
-Gross Pay	0
-Supn	0
-NI	0
Single Status	2,794
-Gross Pay	517
-Supn	178
-NI	0
Teachers	0
-Gross Pay	0
-Supn	0
-NI	0
Pensions	0
Overtime	0
Other Staff Costs	428
Slippage	0
<b>TOTAL STAFF COSTS</b>	<b>3,917</b>
<b>PROPERTY COSTS</b>	
Non Domestic Rates	2
Energy Costs	2
Property Insurance	0
Cleaning	47
Metered Water	0
Property Maintenance	2
Other Property Costs	11
<b>TOTAL PROPERTY COSTS</b>	<b>64</b>
<b>SUPPLIES &amp; SERVICES</b>	
Catering	0
Admin Insurance	0
Other Supplies & Services	93
<b>TOTAL SUPPLIES &amp; SERVICES</b>	<b>93</b>
<b>TRANSPORT COSTS</b>	
Travel & Subsistence	27
Transport Insurance	0
Car Allowances	21
Contract Car Hire	1
Vehicle Maintenance	9
Other Transport Costs	264
<b>TOTAL TRANSPORT COSTS</b>	<b>322</b>
<b>TRANSFER PAYMENTS</b>	<b>0</b>
<b>THIRD PARTY PAYMENTS</b>	
Payments to Contractors	0
Other Third Party Payments	8,401
<b>TOTAL THIRD PARTY PAYMENTS</b>	<b>8,401</b>
<b>SUPPORT SERVICES</b>	
Corporate Network	0
Property Renta	0
IST Recharge	0
Central Support	0
<b>TOTAL SUPPORT SERVICES</b>	<b>0</b>
<b>CAPITAL FINANCING/CAPITAL CHARGES</b>	<b>0</b>
<b>CFCR</b>	<b>0</b>
<b>GROSS EXPENDITURE</b>	<b>12,797</b>
<b>INCOME</b>	
Internal Recharges	0
Other Grant Income/Subsidy	0
Fees & Charges	1,192
Resource Transfer	0
<b>TOTAL INCOME</b>	<b>1,192</b>
<b>NET EXPENDITURE</b>	<b>11,605</b>

Day care provision, respite care and supported living and residential/nursing home provision for people who cannot live safely in their own homes is provided or purchased as appropriate by the Service. We also support people to access Direct payments.

Direct day service provision is provided through day opportunities teams. There is also a training and employment team. We also have a centre of excellence for those with very complex disabilities.

The direction of the service is currently informed by the development of a Charter for learning Disabilities and completed in conjunction with users and carers.

The service currently commissions a short break respite service.

Learning Disabilities is going through a period of development which will see it become part of a Adult Support and Wellbeing service.

**HOUSING & COMMUNITY CARE  
(COMMUNITY CARE)  
PEOPLE WITH MENTAL HEALTH NEEDS**

	2011/12 FINAL BUDGET £'000
<b>STAFF COSTS</b>	
Chief Officials	-Gross Pay 0
	-Supn 0
	-NI 0
Single Status	-Gross Pay 912
	-Supn 169
	-NI 62
Teachers	-Gross Pay 0
	-Supn 0
	-NI 0
Pensions	0
Overtime	0
Other Staff Costs	27
Slippage	0
<b>TOTAL STAFF COSTS</b>	<b>1,170</b>
<b>PROPERTY COSTS</b>	
Non Domestic Rates	1
Energy Costs	1
Property Insurance	0
Cleaning	1
Metered Water	0
Property Maintenance	0
Other Property Costs	74
<b>TOTAL PROPERTY COSTS</b>	<b>77</b>
<b>SUPPLIES &amp; SERVICES</b>	
Catering	0
Admin Insurance	0
Other Supplies & Services	49
<b>TOTAL SUPPLIES &amp; SERVICES</b>	<b>49</b>
<b>TRANSPORT COSTS</b>	
Travel & Subsistence	1
Transport Insurance	0
Car Allowances	42
Contract Car Hire	0
Vehicle Maintenance	1
Other Transport Costs	18
<b>TOTAL TRANSPORT COSTS</b>	<b>62</b>
<b>TRANSFER PAYMENTS</b>	<b>0</b>
<b>THIRD PARTY PAYMENTS</b>	
Payments to Contractor:	0
Other Third Party Payments	2,700
<b>TOTAL THIRD PARTY PAYMENTS</b>	<b>2,700</b>
<b>SUPPORT SERVICES</b>	
Corporate Network	0
Property Renta	0
IST Recharge	0
Central Support	0
<b>TOTAL SUPPORT SERVICES</b>	<b>0</b>
<b>CAPITAL FINANCING/CAPITAL CHARGES</b>	<b>0</b>
<b>CFCR</b>	<b>0</b>
<b>GROSS EXPENDITURE</b>	<b>4,058</b>
<b>INCOME</b>	
Internal Recharges	0
Other Grant Income/Subsidy	0
Fees & Charges	615
Resource Transfer	0
<b>TOTAL INCOME</b>	<b>615</b>
<b>NET EXPENDITURE</b>	<b>3,443</b>

Mental Health Social Work Services work in partnership with NHS Tayside assessing need and providing support to people with a severe and/or enduring mental illness.

Social work professionals within the Mental Health Team are now based in 3 Community Mental Health Team locations throughout Perthshire – Coupar Angus (north), Crieff (south) and Perth City. Each Community Mental Health Team has a senior practitioner who manages the social work staff within the team. The senior practitioners are qualified mental health officers and are responsible for carrying out statutory duties in line with all relevant mental health legislation.

Additionally, the service currently employs senior practitioners in old age psychiatry and learning disabilities.

There are also a number of community support workers within the service who are aligned to the senior practitioner in the Community Mental Health Team.

Day care services are provided in conjunction with partner agencies throughout Perth & Kinross.

Mental Health is going through a period of development which will see it become part of a Adult Support and Wellbeing service.

**HOUSING & COMMUNITY CARE  
(COMMUNITY CARE)  
SUPPORT SERVICES**

	2011/12 FINAL BUDGET £'000
<b>STAFF COSTS</b>	
Chief Officials	77
-Gross Pay	77
-Supn	14
-NI	8
Single Status	570
-Gross Pay	570
-Supn	84
-NI	38
Teachers	0
-Gross Pay	0
-Supn	0
-NI	0
Pensions	0
Overtime	0
Other Staff Costs	95
Slippage	0
<b>TOTAL STAFF COSTS</b>	<b>886</b>
<b>PROPERTY COSTS</b>	
Non Domestic Rates	0
Energy Costs	0
Property Insurance	0
Cleaning	0
Metered Water	0
Property Maintenance	0
Other Property Costs	0
<b>TOTAL PROPERTY COSTS</b>	<b>0</b>
<b>SUPPLIES &amp; SERVICES</b>	
Catering	0
Admin Insurance	0
Other Supplies & Services	8
<b>TOTAL SUPPLIES &amp; SERVICES</b>	<b>8</b>
<b>TRANSPORT COSTS</b>	
Travel & Subsistence	0
Transport Insurance	0
Car Allowances	15
Contract Car Hire	0
Vehicle Maintenance	0
Other Transport Costs	0
<b>TOTAL TRANSPORT COSTS</b>	<b>15</b>
<b>TRANSFER PAYMENTS</b>	<b>0</b>
<b>THIRD PARTY PAYMENTS</b>	
Payments to Contractor:	0
Other Third Party Payments:	390
<b>TOTAL THIRD PARTY PAYMENTS</b>	<b>390</b>
<b>SUPPORT SERVICES</b>	
Corporate Network	0
Property Renta	0
IST Recharge	0
Central Support	0
<b>TOTAL SUPPORT SERVICES</b>	<b>0</b>
<b>CAPITAL FINANCING/CAPITAL CHARGES</b>	<b>0</b>
<b>CFCR</b>	<b>0</b>
<b>GROSS EXPENDITURE</b>	<b>1,299</b>
<b>INCOME</b>	
Internal Recharges	0
Other Grant Income/Subsidy	0
Fees & Charges	96
Resource Transfer	5,128
<b>TOTAL INCOME</b>	<b>5,224</b>
<b>NET EXPENDITURE</b>	<b>(3,925)</b>

This section comprises Community Care Management, Welfare Rights and Resource Transfer Income.

The Welfare Rights team is responsible for providing advice and representation for residents of Perth & Kinross. With a particular focus on income maximisation.

Resource Transfer - As part of the process of transferring the balance of care from in-patient to care in the community NHS Tayside transferred resources to the Council. This allows the Council to commission alternative care and services to facilitate the resettlement of patients in the community. Most of the services funded by resource transfer is committed for professional staff, nursing home places and block contracts.

**HOUSING & COMMUNITY CARE  
(COMMUNITY CARE)  
PEOPLE WITH AN ADDICTION**

	2011/12 FINAL BUDGET £'000
<b>STAFF COSTS</b>	
Chief Officials	0
-Gross Pay	0
-Supn	0
-NI	0
Single Status	543
-Gross Pay	100
-Supn	38
-NI	0
Teachers	0
-Gross Pay	0
-Supn	0
-NI	0
Pensions	0
Overtime	0
Other Staff Costs	1
Slippage	0
<b>TOTAL STAFF COSTS</b>	<b>682</b>
<b>PROPERTY COSTS</b>	
Non Domestic Rates	14
Energy Costs	0
Property Insurance	0
Cleaning	7
Metered Water	0
Property Maintenance	0
Other Property Costs	40
<b>TOTAL PROPERTY COSTS</b>	<b>61</b>
<b>SUPPLIES &amp; SERVICES</b>	
Catering	0
Admin Insurance	0
Other Supplies & Services	19
<b>TOTAL SUPPLIES &amp; SERVICES</b>	<b>19</b>
<b>TRANSPORT COSTS</b>	
Travel & Subsistence	4
Transport Insurance	0
Car Allowances	8
Contract Car Hire	0
Vehicle Maintenance	2
Other Transport Costs	0
<b>TOTAL TRANSPORT COSTS</b>	<b>14</b>
<b>TRANSFER PAYMENTS</b>	<b>1</b>
<b>THIRD PARTY PAYMENTS</b>	
Payments to Contractor	0
Other Third Party Payments	47
<b>TOTAL THIRD PARTY PAYMENTS</b>	<b>47</b>
<b>SUPPORT SERVICES</b>	
Corporate Network	0
Property Renta	0
IST Recharge	0
Central Support	0
<b>TOTAL SUPPORT SERVICES</b>	<b>0</b>
<b>CAPITAL FINANCING/CAPITAL CHARGES</b>	<b>0</b>
<b>CFCR</b>	<b>0</b>
<b>GROSS EXPENDITURE</b>	<b>824</b>
<b>INCOME</b>	
Internal Recharges	0
Other Grant Income/Subsidy	0
Fees & Charges	288
Resource Transfer	0
<b>TOTAL INCOME</b>	<b>288</b>
<b>NET EXPENDITURE</b>	<b>536</b>

This section relates to the activities of the Drug and Alcohol team who provide a range of interventions for adults with more problematic substance misuse problems in close partnership with the Health Service Drug Problem and Alcohol Problem teams - also based in Highland House. Assessments of individual need as well as possible risk to children through Parental Substance misuse are undertaken, while direct support is offered through counselling, access to alternative therapies, motivational interviewing as well as through advice and guidance. These are offered as part of a Care Plan or Care and Treatment plan for those requiring health and social care intervention. Over the next 12 months, the team will develop further services, particularly in relation to Community Detox, as they endeavour to move away from costly residential solutions for "the few" to more intensive, local solutions for those who require them.

The Addictions service is going through a period of development which will see it become part of an Adult Support and Wellbeing service.

**HOUSING & COMMUNITY CARE  
(COMMUNITY CARE)  
CRIMINAL JUSTICE SERVICES**

	2011/12 FINAL BUDGET £'000
<b>STAFF COSTS</b>	
Chief Officials	0
-Gross Pay	0
-Supn	0
-NI	0
Single Status	1,838
-Gross Pay	340
-Supn	131
-NI	0
Teachers	0
-Gross Pay	0
-Supn	0
-NI	0
Pensions	0
Overtime	1
Other Staff Costs	27
Slippage	(37)
<b>TOTAL STAFF COSTS</b>	<b>2,300</b>
<b>PROPERTY COSTS</b>	
Non Domestic Rates	23
Energy Costs	1
Property Insurance	2
Cleaning	5
Metered Water	0
Property Maintenance	1
Other Property Costs	114
<b>TOTAL PROPERTY COSTS</b>	<b>146</b>
<b>SUPPLIES &amp; SERVICES</b>	
Catering	0
Admin Insurance	0
Other Supplies & Services	35
<b>TOTAL SUPPLIES &amp; SERVICES</b>	<b>35</b>
<b>TRANSPORT COSTS</b>	
Travel & Subsistence	7
Transport Insurance	0
Car Allowances	32
Contract Car Hire	5
Vehicle Maintenance	0
Other Transport Costs	12
<b>TOTAL TRANSPORT COSTS</b>	<b>56</b>
<b>TRANSFER PAYMENTS</b>	<b>0</b>
<b>THIRD PARTY PAYMENTS</b>	
Payments to Contractors	0
Other Third Party Payments	0
<b>TOTAL THIRD PARTY PAYMENTS</b>	<b>0</b>
<b>SUPPORT SERVICES</b>	
Corporate Network	0
Property Renta	0
IST Recharge	0
Central Support	0
<b>TOTAL SUPPORT SERVICES</b>	<b>0</b>
<b>CAPITAL FINANCING/CAPITAL CHARGES</b>	<b>0</b>
<b>CFCR</b>	<b>0</b>
<b>GROSS EXPENDITURE</b>	<b>2,537</b>
<b>INCOME</b>	
Internal Recharges	0
Other Grant Income/Subsidy	1,302
Fees & Charges	972
Contract Income/External Work	0
<b>TOTAL INCOME</b>	<b>2,274</b>
<b>NET EXPENDITURE</b>	<b>263</b>

The Criminal Justice Services (CJS) is delivered by Perth & Kinross Council yet funded, in the main, through the Scottish Government (via the Tayside Criminal Justice Authority).

CJS provide a range of reports, assessments, advice and information to Courts and to the Parole Board as well as supervising probation, Community Service and Supervised Attendance Orders which have been wrapped up into a single Community Payback sentence with the additional sanction of electronic monitoring for those who breach their orders - as per "Protecting Scotland's Communities." Regular assessment of the needs of/risks posed by long term prisoners continue to play an important part in the work of Criminal Justice staff as does supervision of them in the community post sentence.

Through the use of innovative yet robust approaches to offending behaviour and through the medium of close working partnerships CJS contributes significantly to improving the safety of communities.

Teams are located in St Martins House, St Catherine's Road and Perth, Castle Huntly and Noranside Prisons. An integrated model of supervision provides a continuum of support and assessment throughout the teenage years and into adulthood for offenders with more complex needs.

The service will be further complimented by the greater integration of Community Safety teams to ensure greater synergies within the Council and its Community Safety partners.

**HOUSING & COMMUNITY CARE**  
**HOUSING (GENERAL FUND)**  
**MANAGEMENT**

	2011/12 FINAL BUDGET £'000
<b>STAFF COSTS</b>	
Chief Officials -Gross Pay	79
-Supn	15
-NI	8
Single Status -Gross Pay	0
-Supn	0
-NI	0
Teachers -Gross Pay	0
-Supn	0
-NI	0
Pensions	0
Overtime	0
Other Staff Costs	19
Slippage	0
<b>TOTAL STAFF COSTS</b>	<b>121</b>
<b>PROPERTY COSTS</b>	
Non Domestic Rates	0
Energy Costs	0
Property Insurance	0
Cleaning	0
Metered Water	0
Property Maintenance	0
Other Property Costs	0
<b>TOTAL PROPERTY COSTS</b>	<b>0</b>
<b>SUPPLIES &amp; SERVICES</b>	
Catering	0
Admin Insurance	0
Other Supplies & Services	1
<b>TOTAL SUPPLIES &amp; SERVICES</b>	<b>1</b>
<b>TRANSPORT COSTS</b>	
Travel & Subsistence	0
Transport Insurance	0
Car Allowances	1
Contract Car Hire	0
Vehicle Maintenance	0
Other Transport Costs	0
<b>TOTAL TRANSPORT COSTS</b>	<b>1</b>
<b>TRANSFER PAYMENTS</b>	
	0
<b>THIRD PARTY PAYMENTS</b>	
Payments to Contractors	0
Other Third Party Payments	0
<b>TOTAL THIRD PARTY PAYMENTS</b>	<b>0</b>
<b>SUPPORT SERVICES</b>	
Corporate Network	0
Property Rental	0
IST Recharge	0
Housing Administration Recharge	1
<b>TOTAL SUPPORT SERVICES</b>	<b>1</b>
<b>CAPITAL FINANCING/CAPITAL CHARGES</b>	
	0
<b>CFCR</b>	
	0
<b>GROSS EXPENDITURE</b>	<b>124</b>
<b>INCOME</b>	
Internal Recharges	51
Other Grant Income Subsidy	0
Fees & Charges	0
Contract Income/External Work	0
<b>TOTAL INCOME</b>	<b>51</b>
<b>NET EXPENDITURE</b>	<b>73</b>

This section covers the costs of the Housing Head of Service to the General Fund.

**HOUSING & COMMUNITY CARE**  
**HOUSING (GENERAL FUND)**  
**BENEFITS ADMINISTRATION**

	2011/12 FINAL BUDGET £'000
<b>STAFF COSTS</b>	
Chief Officials	0
-Gross Pay	0
-Supn	0
-NI	0
Single Status	1,062
-Gross Pay	197
-Supn	67
-NI	0
Teachers	0
-Gross Pay	0
-Supn	0
-NI	0
Pensions	0
Overtime	0
Other Staff Costs	7
Slippage	0
<b>TOTAL STAFF COSTS</b>	<b>1,333</b>
<b>PROPERTY COSTS</b>	
Non Domestic Rates	0
Energy Costs	0
Property Insurance	0
Cleaning	0
Metered Water	0
Property Maintenance	0
Other Property Costs	1
<b>TOTAL PROPERTY COSTS</b>	<b>1</b>
<b>SUPPLIES &amp; SERVICES</b>	
Catering	0
Admin Insurance	0
Other Supplies & Services	288
<b>TOTAL SUPPLIES &amp; SERVICES</b>	<b>288</b>
<b>TRANSPORT COSTS</b>	
Travel & Subsistence	0
Transport Insurance	0
Car Allowances	5
Contract Car Hire	0
Vehicle Maintenance	0
Other Transport Costs	0
<b>TOTAL TRANSPORT COSTS</b>	<b>5</b>
<b>TRANSFER PAYMENTS</b>	<b>36,023</b>
<b>THIRD PARTY PAYMENTS</b>	
Payments to Contractors	0
Other Third Party Payments	1
<b>TOTAL THIRD PARTY PAYMENTS</b>	<b>1</b>
<b>SUPPORT SERVICES</b>	
Corporate Network	0
Property Rental	0
IST Recharge	0
Housing Administration Recharge	0
<b>TOTAL SUPPORT SERVICES</b>	<b>0</b>
<b>CAPITAL FINANCING/CAPITAL CHARGES</b>	<b>0</b>
<b>CFCR</b>	<b>0</b>
<b>GROSS EXPENDITURE</b>	<b>37,651</b>
<b>INCOME</b>	
Internal Recharges	332
Other Grant Income Subsidy	36,430
Fees & Charges	0
Contract Income/External Work	0
<b>TOTAL INCOME</b>	<b>36,762</b>
<b>NET EXPENDITURE</b>	<b>889</b>

Benefits Administration comprises the following component elements :-

Housing Benefits & Council Tax Benefits

The biggest increase in growth in any area of Social Security over the last decade has been Housing Benefits. It is essential that a high degree of control is exercised to ensure that recipients are awarded their proper entitlement and that resources are targeted where most required.

The Exchequer makes a cash limited grant towards administration costs..

The management of Benefits is extremely complex and must be handled in a sympathetic, fair, yet firm manner, thus reflecting the obligation to the national and local taxpayer.

The UK Government's deficit reduction plans and Welfare Reform agenda brings radical and fundamental change to the Benefit system. This brings significant challenge and demand in terms of Benefit administration.

Appropriate systems and procedures have been put in place over recent years to minimise fraud and improve overpayments recovery.

**HOUSING & COMMUNITY CARE**  
**HOUSING (GENERAL FUND)**  
**LOCAL TAXES**

2011/12

**FINAL  
BUDGET  
£'000**

**STAFF COSTS**

Chief Officials	-Gross Pay	0
	-Supn	0
	-NI	0
Single Status	-Gross Pay	916
	-Supn	170
	-NI	60
Teachers	-Gross Pay	0
	-Supn	0
	-NI	0
Pensions		0
Overtime		14
Other Staff Costs		14
Slippage		0
<b>TOTAL STAFF COSTS</b>		<b>1,174</b>

The Revenues (Local Taxes) Section is responsible for the billing of Council Tax (69,037 domestic properties) and Non-Domestic Rates (7,850 non-domestic properties), along with the collection and recovery of Council Tax, Non-Domestic Rates and Community Charge. A very high level of collection and recovery of Local Taxes is vital to the delivery of frontline Council services to the public.

**PROPERTY COSTS**

Non Domestic Rates	0
Energy Costs	0
Property Insurance	0
Cleaning	0
Metered Water	0
Property Maintenance	0
Other Property Costs	0
<b>TOTAL PROPERTY COSTS</b>	<b>0</b>

**SUPPLIES & SERVICES**

Catering	0
Admin Insurance	0
Other Supplies & Services	293
<b>TOTAL SUPPLIES &amp; SERVICES</b>	<b>293</b>

**TRANSPORT COSTS**

Travel & Subsistence	0
Transport Insurance	0
Car Allowances	1
Contract Car Hire	0
Vehicle Maintenance	0
Other Transport Costs	0
<b>TOTAL TRANSPORT COSTS</b>	<b>1</b>

**TRANSFER PAYMENTS**

0

**THIRD PARTY PAYMENTS**

Payments to Contractors	0
Other Third Party Payments	25
<b>TOTAL THIRD PARTY PAYMENTS</b>	<b>25</b>

**SUPPORT SERVICES**

Corporate Network	0
Property Rental	0
IST Recharge	0
Housing Administration Recharge	0
<b>TOTAL SUPPORT SERVICES</b>	<b>0</b>

**CAPITAL FINANCING/CAPITAL CHARGES**

0

**CFCR**

0

**GROSS EXPENDITURE**

1,493

**INCOME**

Internal Recharges	0
Other Grant Income Subsidy	0
Fees & Charges	614
Contract Income/External Work	0
<b>TOTAL INCOME</b>	<b>614</b>

**NET EXPENDITURE**

879

**HOUSING & COMMUNITY CARE**  
**HOUSING (GENERAL FUND)**  
**SAFER COMMUNITIES inc GYPSY TRAVELLER SITES**

	2011/12 FINAL BUDGET £'000
<b>STAFF COSTS</b>	
Chief Officials	-Gross Pay 0
	-Supn 0
	-NI 0
Single Status	-Gross Pay 438
	-Supn 82
	-NI 28
Teachers	-Gross Pay 0
	-Supn 0
	-NI 0
Pensions	0
Overtime	0
Other Staff Costs	5
Slippage	0
<b>TOTAL STAFF COSTS</b>	<b>553</b>
<b>PROPERTY COSTS</b>	
Non Domestic Rates	10
Energy Costs	1
Property Insurance	0
Cleaning	0
Metered Water	10
Property Maintenance	4
Other Property Costs	42
<b>TOTAL PROPERTY COSTS</b>	<b>67</b>
<b>SUPPLIES &amp; SERVICES</b>	
Catering	0
Admin Insurance	0
Other Supplies & Services	32
<b>TOTAL SUPPLIES &amp; SERVICES</b>	<b>32</b>
<b>TRANSPORT COSTS</b>	
Travel & Subsistence	0
Transport Insurance	0
Car Allowances	14
Contract Car Hire	0
Vehicle Maintenance	0
Other Transport Costs	4
<b>TOTAL TRANSPORT COSTS</b>	<b>18</b>
<b>TRANSFER PAYMENTS</b>	<b>0</b>
<b>THIRD PARTY PAYMENTS</b>	
Payments to Contractors	258
Other Third Party Payments	137
<b>TOTAL THIRD PARTY PAYMENTS</b>	<b>395</b>
<b>SUPPORT SERVICES</b>	
Corporate Network	0
Property Rental	0
IST Recharge	0
Housing Administration Recharge	0
<b>TOTAL SUPPORT SERVICES</b>	<b>0</b>
<b>CAPITAL FINANCING/CAPITAL CHARGES</b>	<b>0</b>
<b>CFCR</b>	<b>0</b>
<b>GROSS EXPENDITURE</b>	<b>1,065</b>
<b>INCOME</b>	
Internal Recharges	0
Other Grant Income Subsidy	0
Fees & Charges	84
Contract Income/External Work	0
<b>TOTAL INCOME</b>	<b>84</b>
<b>NET EXPENDITURE</b>	<b>981</b>

Neighbourhood Services comprises the following component elements :-

Safer Communities

The budget covers the provision of Anti Social Noise and Behaviour Services within Housing and Community Care.

The Investigations Team deals with anti social behaviour issues across all tenures and seeks appropriate solutions, working in partnership with other agencies. Three teams of Community Wardens in Letham/Hillyland, Muirton/North Muirton and Rattray act as the eyes and ears of the community, provide reassurance and work with partners to resolve issues.

Sites for Gypsy Travellers

This budget reflects the provision and management of travelling persons sites at Double Dykes and Bobbin Mill. We employ a Gypsy Traveller Site Manager to manage the site at Double Dykes which has 20 chalets.

The Scottish Government has assisted with funding for refurbishment of both sites. Work at Double Dykes is now complete and Bobbin Mill was completed in the summer of 2010. The Perth & Kinross North Area Housing Team manages this new site which has 6 chalets.

**HOUSING & COMMUNITY CARE**  
**HOUSING (GENERAL FUND)**  
**HOMELESSNESS**

	2011/12 FINAL BUDGET £'000
<b>STAFF COSTS</b>	
Chief Officials	0
-Gross Pay	0
-Supn	0
-NI	0
Single Status	1,136
-Gross Pay	199
-Supn	69
-NI	0
Teachers	0
-Gross Pay	0
-Supn	0
-NI	0
Pensions	0
Overtime	75
Other Staff Costs	17
Slippage	0
<b>TOTAL STAFF COSTS</b>	<b>1,496</b>
<b>PROPERTY COSTS</b>	
Non Domestic Rates	32
Energy Costs	39
Property Insurance	0
Cleaning	38
Metered Water	14
Property Maintenance	375
Other Property Costs	1,683
<b>TOTAL PROPERTY COSTS</b>	<b>2,181</b>
<b>SUPPLIES &amp; SERVICES</b>	
Catering	0
Admin Insurance	0
Other Supplies & Services	381
<b>TOTAL SUPPLIES &amp; SERVICES</b>	<b>381</b>
<b>TRANSPORT COSTS</b>	
Travel & Subsistence	0
Transport Insurance	0
Car Allowances	18
Contract Car Hire	0
Vehicle Maintenance	0
Other Transport Costs	6
<b>TOTAL TRANSPORT COSTS</b>	<b>24</b>
<b>TRANSFER PAYMENTS</b>	
	0
<b>THIRD PARTY PAYMENTS</b>	
Payments to Contractors	0
Other Third Party Payments	1,281
<b>TOTAL THIRD PARTY PAYMENTS</b>	<b>1,281</b>
<b>SUPPORT SERVICES</b>	
Corporate Network	0
Property Rental	0
IST Recharge	0
Housing Administration Recharge	0
<b>TOTAL SUPPORT SERVICES</b>	<b>0</b>
<b>CAPITAL FINANCING/CAPITAL CHARGES</b>	
	110
<b>CFCR</b>	
	0
<b>GROSS EXPENDITURE</b>	<b>5,473</b>
<b>INCOME</b>	
Internal Recharges	419
Other Grant Income Subsidy	926
Fees & Charges	3,956
Contract Income/External Work	0
<b>TOTAL INCOME</b>	<b>5,301</b>
<b>NET EXPENDITURE</b>	<b>172</b>

This budget reflects the Councils statutory duty to provide a service to persons who are homeless or threatened with homelessness. The Homeless Service assess approximately 1,100 homeless applications each year, provides a comprehensive advice and assistance service, manages a pool of 289 properties for use as temporary accommodation and provides a Resettlement Service to homeless customers. In addition the service provides a 24 hour emergency standby service and manages a 27 bedroomed supported hostel and an 8 bedroom supported hostel for families with young children.

Staff within the Homeless Service work closely with the Area Housing and Social Housing Access Teams to prevent homelessness arising, wherever possible, and to ensure that tenants are offered the necessary support and assistance to sustain tenancies.

**HOUSING & COMMUNITY CARE**  
**HOUSING (GENERAL FUND)**  
**PRIVATE SECTOR ACCESS TEAM**

	2011/12 FINAL BUDGET £'000
<b>STAFF COSTS</b>	
Chief Officials	0
-Gross Pay	0
-Supn	0
-NI	0
Single Status	103
-Gross Pay	19
-Supn	7
-NI	0
Teachers	0
-Gross Pay	0
-Supn	0
-NI	0
Pensions	0
Overtime	0
Other Staff Costs	0
Slippage	0
<b>TOTAL STAFF COSTS</b>	<b>129</b>
<b>PROPERTY COSTS</b>	
Non Domestic Rates	0
Energy Costs	0
Property Insurance	0
Cleaning	0
Metered Water	0
Property Maintenance	0
Other Property Costs	14
<b>TOTAL PROPERTY COSTS</b>	<b>14</b>
<b>SUPPLIES &amp; SERVICES</b>	
Catering	0
Admin Insurance	0
Other Supplies & Services	26
<b>TOTAL SUPPLIES &amp; SERVICES</b>	<b>26</b>
<b>TRANSPORT COSTS</b>	
Travel & Subsistence	0
Transport Insurance	0
Car Allowances	0
Contract Car Hire	0
Vehicle Maintenance	0
Other Transport Costs	0
<b>TOTAL TRANSPORT COSTS</b>	<b>0</b>
<b>TRANSFER PAYMENTS</b>	
	0
<b>THIRD PARTY PAYMENTS</b>	
Payments to Contractors	0
Other Third Party Payments	0
<b>TOTAL THIRD PARTY PAYMENTS</b>	<b>0</b>
<b>SUPPORT SERVICES</b>	
Corporate Network	0
Property Rental	0
IST Recharge	0
Housing Administration Recharge	0
<b>TOTAL SUPPORT SERVICES</b>	<b>0</b>
<b>CAPITAL FINANCING/CAPITAL CHARGES</b>	
	0
<b>CFCR</b>	
	0
<b>GROSS EXPENDITURE</b>	<b>169</b>
<b>INCOME</b>	
Internal Recharges	0
Other Grant Income Subsidy	0
Fees & Charges	86
Contract Income/External Work	0
<b>TOTAL INCOME</b>	<b>86</b>
<b>NET EXPENDITURE</b>	<b>83</b>

The team leads on a number of areas that helps people to gain access into affordable and well managed accommodation in the private sector.

Specifically the team:

- Administers the Rent Bond Guarantee Scheme
- Manages PKC Lets - a not for profit social housing lettings agency
- Administers the Private Landlords Forum
- Provides impartial advice to private landlords and tenants to resolve tenancy problems
- Sustains private tenancies through early Intervention to prevent homelessness
- Manages the Housing Options Portal on the PKC website which advertises all private sector housing opportunities in the area sponsored by the Council.

## STRATEGY &amp; SUPPORT

2011/12  
FINAL  
BUDGET  
£'000

## STAFF COSTS

Chief Officials	-Gross Pay	269
	-Supn	50
	-NI	29
Single Status	-Gross Pay	3,553
	-Supn	626
	-NI	237
Teachers	-Gross Pay	0
	-Supn	0
	-NI	0
Pensions		0
Overtime		0
Other Staff Costs		311
Slippage		(614)
<b>TOTAL STAFF COSTS</b>		<b>4,461</b>

## PROPERTY COSTS

Non Domestic Rates		38
Energy Costs		5
Property Insurance		0
Cleaning		20
Metered Water		0
Property Maintenance		0
Other Property Costs		203
<b>TOTAL PROPERTY COSTS</b>		<b>266</b>

## SUPPLIES &amp; SERVICES

Catering		0
Admin Insurance		0
Other Supplies & Services		524
<b>TOTAL SUPPLIES &amp; SERVICES</b>		<b>524</b>

## TRANSPORT COSTS

Travel & Subsistence		0
Transport Insurance		0
Car Allowances		99
Contract Car Hire		0
Vehicle Maintenance		0
Other Transport Costs		0
<b>TOTAL TRANSPORT COSTS</b>		<b>99</b>

## TRANSFER PAYMENTS

1,421

## THIRD PARTY PAYMENTS

Payments to Contractors		0
Other Third Party Payments		6,449
<b>TOTAL THIRD PARTY PAYMENTS</b>		<b>6,449</b>

## SUPPORT SERVICES

Corporate Network		0
Property Renta		0
IST Recharge		148
Housing Administration Recharge		4
<b>TOTAL SUPPORT SERVICES</b>		<b>152</b>

## CAPITAL FINANCING/CAPITAL CHARGES

0

## CFCR

0

## GROSS EXPENDITURE

13,372

## INCOME

Internal Recharges		1,553
Other Grant Income/Subsidy		0
Fees & Charges		871
Resource Transfer		21
<b>TOTAL INCOME</b>		<b>2,445</b>

## NET EXPENDITURE

10,927

Strategy and Support includes the costs associated with centralised management and support services to enable frontline staff to effectively carry out statutory duties and deliver quality services directly to the public. This page summarises the budgets of the various teams within Strategy & Support:

- Business Support
- Performance & Quality
- Planning & Commissioning
- Community Regeneration
- Procurement
- Customer Service Centre

Business Support

Business Support manages the human, financial and physical resources, as well as the information systems that are central to monitoring service performance and achieving value for money services.

Performance & Quality

Performance & Quality supports operational teams throughout the service to make a positive difference to the lives of all our service users. This includes performance management and improvement, service development, staff and stakeholder communications, complaints, feedback, customer care, consultation, participation, equalities, learning, training and organisational development.

Planning & Commissioning

Planning & Commissioning consists of two teams - Planning & Policy and Contracting & Commissioning – who deal with the preparation and production of the service strategy; the administration of housing support services and planning and policy for Housing and Community Care. The strategic nature of the business means joint working with the service and external partner organisations.

Community Regeneration

The main budget element within Community Regeneration relates to the funding of private sector housing improvements and repairs via the Private Sector Housing Grant. Other areas include Community Safety, Health Improvements and Choose Life initiatives.

Procurement

The team undertakes strategic procurement activity across the Council together with the implementation of e-procurement.

Customer Service Centre

Provides customers with one of the first points of telephone and e-mail contact with the Council and comprehensive customer services at the Customer Service Point in Pullar House.

# THE ENVIRONMENT SERVICE

## SUMMARY

2011/12  
FINAL  
BUDGET  
£'000

### STAFF COSTS

Chief Officials	- Gross Pay	583
	- Supn	108
	- NI	64
Single Status	- Gross Pay	19,592
	- Supn	3,686
	- NI	1,378
Craft Workers	- Gross Pay	303
	- Supn	56
	- NI	21
Pensions		0
Overtime		645
Slippage		(269)
Other Staff Costs		1,172
Staff Cost & Overhead Recharge		0
<b>TOTAL STAFF COSTS</b>		<b>27,339</b>

### PROPERTY COSTS

Non Domestic Rates		1,413
Energy Costs		3,932
Property Insurance		8
Cleaning		262
Metered Water		835
Property Maintenance		3,680
Other Property Costs		4,512
<b>TOTAL PROPERTY COSTS</b>		<b>14,642</b>

### SUPPLIES & SERVICES

Catering		0
Admin Insurance		152
Other Supplies & Services		13,508
<b>TOTAL SUPPLIES &amp; SERVICES</b>		<b>13,660</b>

### TRANSPORT COSTS

Travel & Subsistence		92
Transport Insurance		0
Car Allowances		181
Contract Car Hire		197
Vehicle Maintenance		0
Other Transport Costs		6,383
<b>TOTAL TRANSPORT COSTS</b>		<b>6,853</b>

### TRANSFER PAYMENTS

		166
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### THIRD PARTY PAYMENTS

Payments to Contractors		10,664
Other Third Party Payments		7,503
<b>TOTAL THIRD PARTY PAYMENTS</b>		<b>18,167</b>

### SUPPORT SERVICES

Fleet Recharge		0
Property Rental		0
Admin Recharge		3,732
Central Support		0
<b>TOTAL SUPPORT SERVICES</b>		<b>3,732</b>

### CAPITAL FINANCING/CAPITAL CHARGES

		455
--	--	-----

### CFCR

		327
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### GROSS EXPENDITURE

		<b>85,341</b>
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### INCOME

Local Roads		0
Transport		0
Capital		571
Rechargeable Works		0
Car Parks		23
Council & Corporate Functions		0
Internal Recharges		11,527
Flood Alleviation		0
Other Grant Income/Subsidy		350
Fees & Charges		14,798
Contract Income/External Work		241
<b>TOTAL INCOME</b>		<b>27,510</b>

### NET EXPENDITURE

		<b>57,831</b>
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Through its Corporate and Community Plans, the Council has articulated a vision of ".....a confident and ambitious Perth & Kinross with a strong identity and clear outcomes that everyone works together to achieve. Our area will be vibrant and successful; a safe, secure and healthy environment; and a place where people and communities are nurtured and supported."

To translate this vision into reality and to sustain it The Environment Service primary purpose is "to create a safe, secure and welcoming environment as the foundation on which a prosperous, sustainable and inclusive economy can be built."

Our Key Service Objectives are:

1. To promote sustainable development
2. To develop and support a thriving and inclusive economy and promote Perth & Kinross as a place to live, work and visit
3. To manage, maintain and enhance the public realm and provide safe and convenient access for all users
4. To protect and promote the health, safety and well being of communities
5. To provide efficient and effective service delivery

# THE ENVIRONMENT SERVICE

## PROFESSIONAL & ENGINEERING SERVICES

	2011/12 FINAL BUDGET £'000
<b>STAFF COSTS</b>	
Chief Officials	0
- Gross Pay	0
- Supn	0
- NI	0
Single Status	2,078
- Gross Pay	422
- Supn	167
- NI	0
Craft Workers	0
- Gross Pay	0
- Supn	0
- NI	0
Pensions	0
Overtime	56
Slippage	0
Other Staff Costs	83
Staff Cost & Overhead Recharge	0
<b>TOTAL STAFF COSTS</b>	<b>2,806</b>
<b>PROPERTY COSTS</b>	
Non Domestic Rates	0
Energy Costs	0
Property Insurance	0
Cleaning	2
Metered Water	0
Property Maintenance	0
Other Property Costs	47
<b>TOTAL PROPERTY COSTS</b>	<b>49</b>
<b>SUPPLIES &amp; SERVICES</b>	
Catering	0
Admin Insurance	0
Other Supplies & Services	33
<b>TOTAL SUPPLIES &amp; SERVICES</b>	<b>33</b>
<b>TRANSPORT COSTS</b>	
Travel & Subsistence	4
Transport Insurance	0
Car Allowances	25
Contract Car Hire	105
Vehicle Maintenance	0
Other Transport Costs	11
<b>TOTAL TRANSPORT COSTS</b>	<b>145</b>
<b>TRANSFER PAYMENTS</b>	
	0
<b>THIRD PARTY PAYMENTS</b>	
Payments to Contractors	0
Other Third Party Payments	2
<b>TOTAL THIRD PARTY PAYMENTS</b>	<b>2</b>
<b>SUPPORT SERVICES</b>	
Fleet Recharge	0
Property Rental	0
Admin Recharge	382
Central Support	0
<b>TOTAL SUPPORT SERVICES</b>	<b>382</b>
<b>CAPITAL FINANCING/CAPITAL CHARGES</b>	
	0
<b>CFCR</b>	
	0
<b>GROSS EXPENDITURE</b>	
	<b>3,417</b>
<b>INCOME</b>	
Local Roads	1,911
Transport	547
Capital	571
Rechargeable Works	16
Car Parks	23
Council & Corporate Functions	175
Internal Recharges	0
Flood Alleviation	143
Other Grant Income/Subsidy	0
Fees & Charges	31
Contract Income/External Work	0
<b>TOTAL INCOME</b>	<b>3,417</b>
<b>NET EXPENDITURE</b>	
	<b>0</b>

Professional & Engineering Services accounts for staff costs and associated overheads of the Roads and Transport activities within The Environment Service.

The staff costs are summated on an individual basis within each Service cost centre to incorporate salaries, national insurance, superannuation, training, relocation, pensions and employment advertising.

The Property Costs budget includes a provision for rates, rents and maintenance. Rental costs incorporate a charge from Tayside Contracts in respect of Roads Service shared occupancy of the Blairgowrie Divisional Office and Dunkeld Office.

The Supplies and Services budget provides an allowance for software licenses and computer maintenance, office equipment, advertising and postages, etc.

Transport costs include provision for travel and subsistence, car allowances and contract hire charges.

The gross expenditure on this account is recovered through all activities of the service. The recoveries are shown under the income head.

# THE ENVIRONMENT SERVICE

## LOCAL ROADS

	2011/12 FINAL BUDGET £'000
<b>STAFF COSTS</b>	
Chief Officials	0
- Gross Pay	0
- Supn	0
- NI	0
Single Status	0
- Gross Pay	0
- Supn	0
- NI	0
Craft Workers	0
- Gross Pay	0
- Supn	0
- NI	0
Pensions	0
Overtime	0
Slippage	0
Other Staff Costs	0
Staff Cost & Overhead Recharge	1,803
<b>TOTAL STAFF COSTS</b>	<b>1,803</b>
<b>PROPERTY COSTS</b>	
Non Domestic Rates	0
Energy Costs	0
Property Insurance	0
Cleaning	0
Metered Water	0
Property Maintenance	0
Other Property Costs	0
<b>TOTAL PROPERTY COSTS</b>	<b>0</b>
<b>SUPPLIES &amp; SERVICES</b>	
Catering	0
Admin Insurance	0
Other Supplies & Services	28
<b>TOTAL SUPPLIES &amp; SERVICES</b>	<b>28</b>
<b>TRANSPORT COSTS</b>	
Travel & Subsistence	0
Transport Insurance	0
Car Allowances	0
Contract Car Hire	0
Vehicle Maintenance	0
Other Transport Costs	0
<b>TOTAL TRANSPORT COSTS</b>	<b>0</b>
<b>TRANSFER PAYMENTS</b>	
	0
<b>THIRD PARTY PAYMENTS</b>	
Payments to Contractors	3,746
Other Third Party Payments	70
<b>TOTAL THIRD PARTY PAYMENTS</b>	<b>3,816</b>
<b>SUPPORT SERVICES</b>	
Fleet Recharge	0
Property Rental	0
Admin Recharge	0
Central Support	0
<b>TOTAL SUPPORT SERVICES</b>	<b>0</b>
<b>CAPITAL FINANCING/CAPITAL CHARGES</b>	<b>124</b>
<b>CFCR</b>	<b>0</b>
<b>GROSS EXPENDITURE</b>	<b>5,771</b>
<b>INCOME</b>	
Local Roads	0
Transport	0
Capital	0
Rechargeable Works	0
Car Parks	0
Council & Corporate Functions	0
Internal Recharges	0
Flood Alleviation	0
Other Grant Income/Subsidy	0
Fees & Charges	302
Contract Income/External Work	0
<b>TOTAL INCOME</b>	<b>302</b>
<b>NET EXPENDITURE</b>	<b>5,469</b>

The Council has a legal duty to maintain the public road network in a safe condition. It is also important to maintain its asset value at minimum cost.

Structural maintenance covers reconstruction, resurfacing, surface dressing and similar preventative measures. It also includes maintenance expenditure on retaining walls and remedial earthworks to safeguard the integrity of the road infrastructure. The core works budget for Structural Maintenance is held in the Council's capital programme. The revenue budget meets the cost of inspection work and asset management planning.

Cyclic maintenance is the on-going work of cutting grass verges, cleaning out gullies, etc. Routine maintenance is the on-going work of patching, sweeping and cleansing, renewing road markings and traffic signs etc.

Traffic Engineering ensures the efficient and sustainable use of the road network through improved traffic management, speed reduction, traffic signing and road markings. It also helps to fund improvements to facilities for people with disabilities, cyclists and pedestrians.

Urban Traffic Control systems cover all traffic signals, pedestrian and cycle crossings throughout Perth and Kinross. Many of the costs are fixed by long-term maintenance agreements and also include site charges for electricity and telecommunications.

In addition to the statutory responsibility of properly maintaining the road network, the Service carries out a number of other statutory duties which include the supervisory requirements of the New Roads and Streetworks Act 1991 - co-ordination and inspection of road openings and duties relating to the management of the road network such as traffic orders, maintaining a list of public roads, etc.

# THE ENVIRONMENT SERVICE

## LIGHTING

	2011/12 FINAL BUDGET £'000
<b>STAFF COSTS</b>	
Chief Officials	0
- Gross Pay	0
- Supn	0
- NI	0
Single Status	0
- Gross Pay	0
- Supn	0
- NI	0
Craft Workers	0
- Gross Pay	0
- Supn	0
- NI	0
Pensions	0
Overtime	0
Slippage	0
Other Staff Costs	0
Staff Cost & Overhead Recharge	202
<b>TOTAL STAFF COSTS</b>	<b>202</b>
<b>PROPERTY COSTS</b>	
Non Domestic Rates	0
Energy Costs	0
Property Insurance	0
Cleaning	0
Metered Water	0
Property Maintenance	0
Other Property Costs	0
<b>TOTAL PROPERTY COSTS</b>	<b>0</b>
<b>SUPPLIES &amp; SERVICES</b>	
Catering	0
Admin Insurance	0
Other Supplies & Services	0
<b>TOTAL SUPPLIES &amp; SERVICES</b>	<b>0</b>
<b>TRANSPORT COSTS</b>	
Travel & Subsistence	0
Transport Insurance	0
Car Allowances	0
Contract Car Hire	0
Vehicle Maintenance	0
Other Transport Costs	0
<b>TOTAL TRANSPORT COSTS</b>	<b>0</b>
<b>TRANSFER PAYMENTS</b>	
	0
<b>THIRD PARTY PAYMENTS</b>	
Payments to Contractors	468
Other Third Party Payments	675
<b>TOTAL THIRD PARTY PAYMENTS</b>	<b>1,143</b>
<b>SUPPORT SERVICES</b>	
Fleet Recharge	0
Property Rental	0
Admin Recharge	0
Central Support	0
<b>TOTAL SUPPORT SERVICES</b>	<b>0</b>
<b>CAPITAL FINANCING/CAPITAL CHARGES</b>	
	0
<b>CFCR</b>	
	0
<b>GROSS EXPENDITURE</b>	<b>1,345</b>
<b>INCOME</b>	
Local Roads	0
Transport	0
Capital	0
Rechargeable Works	0
Car Parks	0
Council & Corporate Functions	0
Internal Recharges	0
Flood Alleviation	0
Other Grant Income/Subsidy	0
Fees & Charges	0
Contract Income/External Work	0
<b>TOTAL INCOME</b>	<b>0</b>
<b>NET EXPENDITURE</b>	<b>1,345</b>

The budget reflects the on-going policy of maintaining the level of service response time to repair faulty lamps throughout the Council area. Lighting improvements will result in reduced power maintenance costs per unit and is funded from the capital budget. The street lighting power budget is subject to a national contract.

# THE ENVIRONMENT SERVICE

## WINTER MAINTENANCE

	2011/12 FINAL BUDGET £'000
<b>STAFF COSTS</b>	
Chief Officials - Gross Pay	0
- Supn	0
- NI	0
Single Status - Gross Pay	0
- Supn	0
- NI	0
Craft Workers - Gross Pay	0
- Supn	0
- NI	0
Pensions	0
Overtime	0
Slippage	0
Other Staff Costs	0
Staff Cost & Overhead Recharge	97
<b>TOTAL STAFF COSTS</b>	<b>97</b>
<b>PROPERTY COSTS</b>	
Non Domestic Rates	0
Energy Costs	0
Property Insurance	0
Cleaning	0
Metered Water	0
Property Maintenance	0
Other Property Costs	0
<b>TOTAL PROPERTY COSTS</b>	<b>0</b>
<b>SUPPLIES &amp; SERVICES</b>	
Catering	0
Admin Insurance	0
Other Supplies & Services	0
<b>TOTAL SUPPLIES &amp; SERVICES</b>	<b>0</b>
<b>TRANSPORT COSTS</b>	
Travel & Subsistence	0
Transport Insurance	0
Car Allowances	0
Contract Car Hire	0
Vehicle Maintenance	0
Other Transport Costs	0
<b>TOTAL TRANSPORT COSTS</b>	<b>0</b>
<b>TRANSFER PAYMENTS</b>	
	0
<b>THIRD PARTY PAYMENTS</b>	
Payments to Contractors	2,795
Other Third Party Payments	0
<b>TOTAL THIRD PARTY PAYMENTS</b>	<b>2,795</b>
<b>SUPPORT SERVICES</b>	
Fleet Recharge	0
Property Rental	0
Admin Recharge	0
Central Support	0
<b>TOTAL SUPPORT SERVICES</b>	<b>0</b>
<b>CAPITAL FINANCING/CAPITAL CHARGES</b>	
	0
<b>CFCR</b>	
	0
<b>GROSS EXPENDITURE</b>	<b>2,892</b>
<b>INCOME</b>	
Local Roads	0
Transport	0
Capital	0
Rechargeable Works	0
Car Parks	0
Council & Corporate Functions	0
Internal Recharges	0
Flood Alleviation	0
Other Grant Income/Subsidy	0
Fees & Charges	0
Contract Income/External Work	0
<b>TOTAL INCOME</b>	<b>0</b>
<b>NET EXPENDITURE</b>	<b>2,892</b>

A priority system of winter maintenance is adopted in accordance with approved Council Policy.

Winter maintenance is an "emergency" service and it has generally been accepted in the past that the Council will provide a stated level of service in response to weather conditions as approved each year prior to the start of Winter. The weather conditions themselves will then determine the operating costs incurred, and these may be more or less than the budget provision.

It is generally accepted that it can be difficult to budget accurately for a service which depends so much on the vagaries of the weather.

The Council operates an Ice Early Warning System and has started thermal mapping on the road network.

The Ice Early Warning System covers the whole Council area and in conjunction with improved weather forecasting systems, a consistent and more reliable service can now be provided.

# THE ENVIRONMENT SERVICE

## PUBLIC TRANSPORT UNIT

	2011/12 FINAL BUDGET £'000
<b>STAFF COSTS</b>	
Chief Officials - Gross Pay	0
- Supn	0
- NI	0
Single Status - Gross Pay	0
- Supn	0
- NI	0
Craft Workers - Gross Pay	0
- Supn	0
- NI	0
Pensions	0
Overtime	0
Slippage	0
Other Staff Costs	0
Staff Cost & Overhead Recharge	547
<b>TOTAL STAFF COSTS</b>	<b>547</b>
<b>PROPERTY COSTS</b>	
Non Domestic Rates	15
Energy Costs	0
Property Insurance	0
Cleaning	0
Metered Water	0
Property Maintenance	39
Other Property Costs	59
<b>TOTAL PROPERTY COSTS</b>	<b>113</b>
<b>SUPPLIES &amp; SERVICES</b>	
Catering	0
Admin Insurance	0
Other Supplies & Services	24
<b>TOTAL SUPPLIES &amp; SERVICES</b>	<b>24</b>
<b>TRANSPORT COSTS</b>	
Travel & Subsistence	0
Transport Insurance	0
Car Allowances	0
Contract Car Hire	0
Vehicle Maintenance	0
Other Transport Costs	0
<b>TOTAL TRANSPORT COSTS</b>	<b>0</b>
<b>TRANSFER PAYMENTS</b>	
	0
<b>THIRD PARTY PAYMENTS</b>	
Payments to Contractors	2,714
Other Third Party Payments	7
<b>TOTAL THIRD PARTY PAYMENTS</b>	<b>2,721</b>
<b>SUPPORT SERVICES</b>	
Fleet Recharge	0
Property Rental	0
Admin Recharge	0
Central Support	0
<b>TOTAL SUPPORT SERVICES</b>	<b>0</b>
<b>CAPITAL FINANCING/CAPITAL CHARGES</b>	
	0
<b>CFCR</b>	
	0
<b>GROSS EXPENDITURE</b>	<b>3,405</b>
<b>INCOME</b>	
Local Roads	0
Transport	0
Capital	0
Rechargeable Works	0
Car Parks	0
Council & Corporate Functions	0
Internal Recharges	0
Flood Alleviation	0
Other Grant Income/Subsidy	0
Fees & Charges	670
Contract Income/External Work	0
<b>TOTAL INCOME</b>	<b>670</b>
<b>NET EXPENDITURE</b>	<b>2,735</b>

Payments are made to bus operators under subsidy agreements, the majority of which are the result of competitive tendering, for the provision of local bus services which the Council considers are socially necessary and which are not provided on a commercial basis. These subsidy agreements are operated in accordance with the requirements of the Transport Act 1985.

The government published the Transport (Scotland) Act 2001 providing Councils with additional duties & powers with regard to providing bus services. Meeting the demands of the new Act which recognises the key principle of best value will be a major challenge for the Public Transport Unit.

### Transport Infrastructure

Provision is made within the Property Costs Head for expenditure on Bus Stops, Waiting Shelters and Blairgowrie Bus Station and within Supplies and Services for expenditure on Public Transport Information.

# THE ENVIRONMENT SERVICE

## FLOOD MITIGATION

	2011/12 FINAL BUDGET £'000
<b>STAFF COSTS</b>	
Chief Officials - Gross Pay	0
- Supn	0
- NI	0
Single Status - Gross Pay	0
- Supn	0
- NI	0
Craft Workers - Gross Pay	0
- Supn	0
- NI	0
Pensions	0
Overtime	0
Slippage	0
Other Staff Costs	0
Staff Cost & Overhead Recharge	143
<b>TOTAL STAFF COSTS</b>	<b>143</b>
<b>PROPERTY COSTS</b>	
Non Domestic Rates	0
Energy Costs	0
Property Insurance	0
Cleaning	0
Metered Water	0
Property Maintenance	0
Other Property Costs	0
<b>TOTAL PROPERTY COSTS</b>	<b>0</b>
<b>SUPPLIES &amp; SERVICES</b>	
Catering	0
Admin Insurance	0
Other Supplies & Services	0
<b>TOTAL SUPPLIES &amp; SERVICES</b>	<b>0</b>
<b>TRANSPORT COSTS</b>	
Travel & Subsistence	0
Transport Insurance	0
Car Allowances	0
Contract Car Hire	0
Vehicle Maintenance	0
Other Transport Costs	0
<b>TOTAL TRANSPORT COSTS</b>	<b>0</b>
<b>TRANSFER PAYMENTS</b>	<b>0</b>
<b>THIRD PARTY PAYMENTS</b>	
Payments to Contractors	0
Other Third Party Payments	285
<b>TOTAL THIRD PARTY PAYMENTS</b>	<b>285</b>
<b>SUPPORT SERVICES</b>	
Fleet Recharge	0
Property Rental	0
Admin Recharge	0
Central Support	0
<b>TOTAL SUPPORT SERVICES</b>	<b>0</b>
<b>CAPITAL FINANCING/CAPITAL CHARGES</b>	<b>0</b>
<b>CFCR</b>	<b>0</b>
<b>GROSS EXPENDITURE</b>	<b>428</b>
<b>INCOME</b>	
Local Roads	0
Transport	0
Capital	0
Rechargeable Works	0
Car Parks	0
Council & Corporate Functions	0
Internal Recharges	0
Flood Alleviation	0
Other Grant Income/Subsidy	0
Fees & Charges	0
Contract Income/External Work	0
<b>TOTAL INCOME</b>	<b>0</b>
<b>NET EXPENDITURE</b>	<b>428</b>

Under the Flood Prevention (Scotland) Act 1961 the Council has a responsibility for the maintenance of flood defences. The budget contains the costs associated with the inspection of flood defences, subsequent maintenance costs, and the cleansing and repairing of watercourses to prevent flooding.

# THE ENVIRONMENT SERVICE

## PARKING SERVICES

	2011/12 FINAL BUDGET £'000
<b>STAFF COSTS</b>	
Chief Officials	0
- Gross Pay	0
- Supn	0
- NI	0
Single Status	504
- Gross Pay	93
- Supn	32
- NI	0
Craft Workers	0
- Gross Pay	0
- Supn	0
- NI	0
Pensions	0
Overtime	4
Slippage	0
Other Staff Costs	31
Staff Cost & Overhead Recharge	0
<b>TOTAL STAFF COSTS</b>	<b>664</b>
<b>PROPERTY COSTS</b>	
Non Domestic Rates	323
Energy Costs	37
Property Insurance	0
Cleaning	62
Metered Water	22
Property Maintenance	5
Other Property Costs	662
<b>TOTAL PROPERTY COSTS</b>	<b>1,111</b>
<b>SUPPLIES &amp; SERVICES</b>	
Catering	0
Admin Insurance	0
Other Supplies & Services	474
<b>TOTAL SUPPLIES &amp; SERVICES</b>	<b>474</b>
<b>TRANSPORT COSTS</b>	
Travel & Subsistence	0
Transport Insurance	0
Car Allowances	0
Contract Car Hire	8
Vehicle Maintenance	0
Other Transport Costs	3
<b>TOTAL TRANSPORT COSTS</b>	<b>11</b>
<b>TRANSFER PAYMENTS</b>	<b>164</b>
<b>THIRD PARTY PAYMENTS</b>	
Payments to Contractor:	0
Other Third Party Payments:	177
<b>TOTAL THIRD PARTY PAYMENTS</b>	<b>177</b>
<b>SUPPORT SERVICES</b>	
Fleet Recharge	0
Property Rental	0
Admin Recharge	74
Central Support	0
<b>TOTAL SUPPORT SERVICES</b>	<b>74</b>
<b>CAPITAL FINANCING/CAPITAL CHARGES</b>	
<b>CFCR</b>	<b>327</b>
<b>GROSS EXPENDITURE</b>	<b>3,002</b>
<b>INCOME</b>	
Local Roads	0
Transport	0
Capital	0
Rechargeable Works	0
Car Parks	0
Council & Corporate Functions	0
Internal Recharges	0
Flood Alleviation	0
Other Grant Income/Subsidy	0
Fees & Charges	3,057
Contract Income/External Worl	0
<b>TOTAL INCOME</b>	<b>3,057</b>
<b>NET EXPENDITURE</b>	<b>(55)</b>

This budget provides for the associated operational costs of running and maintaining the Council's on-street and off-street parking facilities, offset by income generated from pay and display parking, parking permits and penalty charge notices.

The Council's approved policy for fixing parking charges is to:-

- a) ensure that the Parking Services Account is self-financing.
- b) restrict demand for limited road space at peak traffic periods.
- c) to help create favourable operating conditions for public transport.

The budget for Capital Financed from Current Revenue (CFCR) relates to expenditure on the improvement, upgrading and provision of car parks.

# THE ENVIRONMENT SERVICE

## ASSET MANAGEMENT

	2011/12 FINAL BUDGET £'000
<b>STAFF COSTS</b>	
Chief Officials	0
- Gross Pay	0
- Supn	0
- NI	0
Single Status	202
- Gross Pay	25
- Supn	10
- NI	0
Craft Workers	0
- Gross Pay	0
- Supn	0
- NI	0
Pensions	0
Overtime	0
Slippage	0
Other Staff Costs	0
Staff Cost & Overhead Recharge	0
<b>TOTAL STAFF COSTS</b>	<b>237</b>
<b>PROPERTY COSTS</b>	
Non Domestic Rates	0
Energy Costs	0
Property Insurance	0
Cleaning	0
Metered Water	0
Property Maintenance	0
Other Property Costs	0
<b>TOTAL PROPERTY COSTS</b>	<b>0</b>
<b>SUPPLIES &amp; SERVICES</b>	
Catering	0
Admin Insurance	0
Other Supplies & Services	36
<b>TOTAL SUPPLIES &amp; SERVICES</b>	<b>36</b>
<b>TRANSPORT COSTS</b>	
Travel & Subsistence	0
Transport Insurance	0
Car Allowances	2
Contract Car Hire	0
Vehicle Maintenance	0
Other Transport Costs	0
<b>TOTAL TRANSPORT COSTS</b>	<b>2</b>
<b>TRANSFER PAYMENTS</b>	
	0
<b>THIRD PARTY PAYMENTS</b>	
Payments to Contractors	0
Other Third Party Payments	59
<b>TOTAL THIRD PARTY PAYMENTS</b>	<b>59</b>
<b>SUPPORT SERVICES</b>	
Fleet Recharge	0
Property Rental	0
Admin Recharge	12
Central Support	0
<b>TOTAL SUPPORT SERVICES</b>	<b>12</b>
<b>CAPITAL FINANCING/CAPITAL CHARGES</b>	
	0
<b>CFCR</b>	
	0
<b>GROSS EXPENDITURE</b>	<b>346</b>
<b>INCOME</b>	
Local Roads	0
Transport	0
Capital	0
Rechargeable Works	0
Car Parks	0
Council & Corporate Functions	0
Internal Recharges	0
Flood Alleviation	0
Other Grant Income/Subsidy	0
Fees & Charges	0
Contract Income/External Work	0
<b>TOTAL INCOME</b>	<b>0</b>
<b>NET EXPENDITURE</b>	<b>346</b>

The Environment Service is lead Service for Corporate Asset Management within the Council covering the 5 asset management streams of Property, Roads, Greenspace, Fleet and Mechanical Equipment and IST.

This budget predominantly funds the professional and technical staff responsible for developing asset management planning and associated systems across 4 of the 5 asset management streams (all excluding IST).

The team focus on the provision of comprehensive asset management information to improve decision making and efficient use of resources at a strategic and 'front-line' level.

# THE ENVIRONMENT SERVICE

## ENVIRONMENT DIRECTORATE & SUPPORT

	2011/12 FINAL BUDGET £'000
<b>STAFF COSTS</b>	
Chief Officials	- Gross Pay 583
	- Supn 108
	- NI 64
Single Status	- Gross Pay 1,323
	- Supn 288
	- NI 110
Craft Workers	- Gross Pay 0
	- Supn 0
	- NI 0
Pensions	0
Overtime	42
Slippage	(237)
Other Staff Costs	36
Staff Cost & Overhead Recharge	0
<b>TOTAL STAFF COSTS</b>	<b>2,317</b>
<b>PROPERTY COSTS</b>	
Non Domestic Rates	0
Energy Costs	0
Property Insurance	0
Cleaning	0
Metered Water	0
Property Maintenance	0
Other Property Costs	1
<b>TOTAL PROPERTY COSTS</b>	<b>1</b>
<b>SUPPLIES &amp; SERVICES</b>	
Catering	0
Admin Insurance	44
Other Supplies & Services	653
<b>TOTAL SUPPLIES &amp; SERVICES</b>	<b>697</b>
<b>TRANSPORT COSTS</b>	
Travel & Subsistence	4
Transport Insurance	0
Car Allowances	4
Contract Car Hire	53
Vehicle Maintenance	0
Other Transport Costs	27
<b>TOTAL TRANSPORT COSTS</b>	<b>88</b>
<b>TRANSFER PAYMENTS</b>	
	0
<b>THIRD PARTY PAYMENTS</b>	
Payments to Contractors	0
Other Third Party Payments	0
<b>TOTAL THIRD PARTY PAYMENTS</b>	<b>0</b>
<b>SUPPORT SERVICES</b>	
Fleet Recharge	0
Property Rental	0
Admin Recharge	0
Central Support	0
<b>TOTAL SUPPORT SERVICES</b>	<b>0</b>
<b>CAPITAL FINANCING/CAPITAL CHARGES</b>	
	0
<b>CFCR</b>	
	0
<b>GROSS EXPENDITURE</b>	<b>3,103</b>
<b>INCOME</b>	
Local Roads	0
Transport	0
Capital	0
Rechargeable Works	0
Car Parks	0
Council & Corporate Functions	0
Internal Recharges	3,098
Flood Alleviation	0
Other Grant Income/Subsidy	0
Fees & Charges	0
Contract Income/External Work	5
<b>TOTAL INCOME</b>	<b>3,103</b>
<b>NET EXPENDITURE</b>	<b>0</b>

This budget comprises the costs associated with Senior Management and Support Services, which assist the effective operation of frontline staff carrying out statutory functions and delivering direct services to the public.

The Directorate manages the human, financial and physical resources, central to monitoring service performance and achieving value for money services. Support Services also deliver a centralised, co-ordinated, financial, administrative, secretarial and clerical support service.

The work of the Directorate and Administration section underpins the quality of service delivery by frontline staff within the Service.

The gross expenditure on this account is recovered across the Services activities by way of an internal recharge.

# THE ENVIRONMENT SERVICE

## WASTE STRATEGY

	2011/12 FINAL BUDGET £'000
<b>STAFF COSTS</b>	
Chief Officials	0
- Gross Pay	0
- Supn	0
- NI	0
Single Status	545
- Gross Pay	101
- Supn	41
- NI	0
Craft Workers	0
- Gross Pay	0
- Supn	0
- NI	0
Pensions	0
Overtime	20
Slippage	0
Other Staff Costs	39
Staff Cost & Overhead Recharge	0
<b>TOTAL STAFF COSTS</b>	<b>746</b>
<b>PROPERTY COSTS</b>	
Non Domestic Rates	0
Energy Costs	0
Property Insurance	0
Cleaning	0
Metered Water	0
Property Maintenance	0
Other Property Costs	0
<b>TOTAL PROPERTY COSTS</b>	<b>0</b>
<b>SUPPLIES &amp; SERVICES</b>	
Catering	0
Admin Insurance	0
Other Supplies & Services	449
<b>TOTAL SUPPLIES &amp; SERVICES</b>	<b>449</b>
<b>TRANSPORT COSTS</b>	
Travel & Subsistence	0
Transport Insurance	0
Car Allowances	21
Contract Car Hire	0
Vehicle Maintenance	0
Other Transport Costs	0
<b>TOTAL TRANSPORT COSTS</b>	<b>21</b>
<b>TRANSFER PAYMENTS</b>	
	0
<b>THIRD PARTY PAYMENTS</b>	
Payments to Contractors	0
Other Third Party Payments	0
<b>TOTAL THIRD PARTY PAYMENTS</b>	<b>0</b>
<b>SUPPORT SERVICES</b>	
Fleet Recharge	0
Property Rental	0
Admin Recharge	152
Central Support	0
<b>TOTAL SUPPORT SERVICES</b>	<b>152</b>
<b>CAPITAL FINANCING/CAPITAL CHARGES</b>	
<b>CFCR</b>	<b>0</b>
<b>GROSS EXPENDITURE</b>	<b>1,368</b>
<b>INCOME</b>	
Local Roads	0
Transport	0
Capital	0
Rechargeable Works	0
Car Parks	0
Council & Corporate Functions	0
Internal Recharges	0
Flood Alleviation	0
Other Grant Income/Subsidy	0
Fees & Charges	1
Contract Income/External Work	0
<b>TOTAL INCOME</b>	<b>1</b>
<b>NET EXPENDITURE</b>	<b>1,367</b>

The Waste Strategy account includes the professional and technical staff and their associated on-costs, required for the delivery of the Council's current Waste strategy, the development of a new 25 year Waste Plan, and the procurement of the Council's waste treatment and disposal requirements.

The statutory requirement to reduce the volume of waste going to landfill requires a significant investment in infrastructure through improved recycling centres and points, and kerbside recycling services. It also requires a focus on educating the public and business community and raising awareness of the problem of waste, via the message 'Reduce, Re-use, Recycle'.

The cleaning of offices (excluding Pullar House) is provided by the Environment Service.

# THE ENVIRONMENT SERVICE

## FLEET MANAGEMENT

	2011/12 FINAL BUDGET £'000
<b>STAFF COSTS</b>	
Chief Officials	0
- Gross Pay	0
- Supn	0
- NI	0
Single Status	0
- Gross Pay	0
- Supn	0
- NI	0
Craft Workers	303
- Gross Pay	56
- Supn	21
- NI	0
Pensions	35
Overtime	0
Slippage	0
Other Staff Costs	3
Staff Cost & Overhead Recharge	0
<b>TOTAL STAFF COSTS</b>	<b>418</b>
<b>PROPERTY COSTS</b>	
Non Domestic Rates	13
Energy Costs	0
Property Insurance	0
Cleaning	0
Metered Water	0
Property Maintenance	0
Other Property Costs	0
<b>TOTAL PROPERTY COSTS</b>	<b>13</b>
<b>SUPPLIES &amp; SERVICES</b>	
Catering	0
Admin Insurance	0
Other Supplies & Services	2,784
<b>TOTAL SUPPLIES &amp; SERVICES</b>	<b>2,784</b>
<b>TRANSPORT COSTS</b>	
Travel & Subsistence	0
Transport Insurance	0
Car Allowances	0
Contract Car Hire	0
Vehicle Maintenance	0
Other Transport Costs	1,009
<b>TOTAL TRANSPORT COSTS</b>	<b>1,009</b>
<b>TRANSFER PAYMENTS</b>	
	0
<b>THIRD PARTY PAYMENTS</b>	
Payments to Contractors	0
Other Third Party Payments	162
<b>TOTAL THIRD PARTY PAYMENTS</b>	<b>162</b>
<b>SUPPORT SERVICES</b>	
Fleet Recharge	0
Property Rental	0
Admin Recharge	207
Central Support	0
<b>TOTAL SUPPORT SERVICES</b>	<b>207</b>
<b>CAPITAL FINANCING/CAPITAL CHARGES</b>	
	0
<b>CFCR</b>	
	0
<b>GROSS EXPENDITURE</b>	
	<b>4,593</b>
<b>INCOME</b>	
Local Roads	0
Transport	0
Capital	0
Rechargeable Works	0
Car Parks	0
Council & Corporate Functions	0
Internal Recharges	4,379
Flood Alleviation	0
Other Grant Income/Subsidy	0
Fees & Charges	7
Contract Income/External Work	0
<b>TOTAL INCOME</b>	<b>4,386</b>
<b>NET EXPENDITURE</b>	<b>207</b>

The management of the Council's vehicle fleet includes procurement in accordance with European Community Directives and ensuring that all vehicles and plant are properly maintained throughout their working lives.

The majority of fleet acquisitions are financed through prudential borrowing although some vehicles are procured through contract vehicle hire arrangements due to their specialist nature. Vehicles and plant are serviced and repaired at Friarton Depot by a dedicated workforce with approximately 520 vehicles and trailers on the Council's fleet list ranging in size from car derived vans to minibuses and articulated lorries and some 1000 items of plant/equipment.

Vehicles are provided to customers for a fixed annual sum that includes all finance costs, servicing, repairs, road fund licence, insurance and MOTs. Each category of vehicle has a predetermined policy life that ensures replacement before the cost of repairs and maintenance becomes uneconomic.

The fleet account has arrangements with a number of external organisations to manage their vehicles and supply fuel.

# THE ENVIRONMENT SERVICE

## OPERATIONS

	2011/12 FINAL BUDGET £'000
<b>STAFF COSTS</b>	
Chief Officials	0
- Gross Pay	0
- Supn	0
- NI	0
Single Status	5,341
- Gross Pay	991
- Supn	321
- NI	0
Craft Workers	0
- Gross Pay	0
- Supn	0
- NI	0
Pensions	0
Overtime	388
Slippage	0
Other Staff Costs	655
Staff Cost & Overhead Recharge	0
<b>TOTAL STAFF COSTS</b>	<b>7,696</b>
<b>PROPERTY COSTS</b>	
Non Domestic Rates	86
Energy Costs	0
Property Insurance	0
Cleaning	0
Metered Water	0
Property Maintenance	10
Other Property Costs	182
<b>TOTAL PROPERTY COSTS</b>	<b>278</b>
<b>SUPPLIES &amp; SERVICES</b>	
Catering	0
Admin Insurance	0
Other Supplies & Services	6,066
<b>TOTAL SUPPLIES &amp; SERVICES</b>	<b>6,066</b>
<b>TRANSPORT COSTS</b>	
Travel & Subsistence	0
Transport Insurance	0
Car Allowances	0
Contract Car Hire	0
Vehicle Maintenance	0
Other Transport Costs	3,997
<b>TOTAL TRANSPORT COSTS</b>	<b>3,997</b>
<b>TRANSFER PAYMENTS</b>	
	0
<b>THIRD PARTY PAYMENTS</b>	
Payments to Contractors	1
Other Third Party Payments	771
<b>TOTAL THIRD PARTY PAYMENTS</b>	<b>772</b>
<b>SUPPORT SERVICES</b>	
Fleet Recharge	0
Property Rental	0
Admin Recharge	807
Central Support	0
<b>TOTAL SUPPORT SERVICES</b>	<b>807</b>
<b>CAPITAL FINANCING/CAPITAL CHARGES</b>	
<b>CFCR</b>	0
<b>GROSS EXPENDITURE</b>	<b>19,616</b>
<b>INCOME</b>	
Local Roads	0
Transport	0
Capital	0
Rechargeable Works	0
Car Parks	0
Council & Corporate Functions	0
Internal Recharges	1,724
Flood Alleviation	0
Other Grant Income/Subsidy	0
Fees & Charges	2,145
Contract Income/External Work	0
<b>TOTAL INCOME</b>	<b>3,869</b>
<b>NET EXPENDITURE</b>	<b>15,747</b>

The Service collects refuse from in excess of 67,000 domestic premises of which 61,000 houses now use wheelie bins. The majority of households now have access to a kerbside recycling service, where they can deposit cans, cardboard, plastic, paper, as well as food and garden waste.

The Waste Management section transports waste from 3 transfer stations and 8 recycling centres to treatment and disposal facilities. The Council handles around 100,000 tonnes of waste each year. The section also manages the Council's waste disposal contract with SITA at Binn Landfill Site, and also other waste contracts for green waste, mixed recyclable waste, glass etc. The section is also responsible for the environmental monitoring of all closed landfill sites.

The street cleansing service ensures that approximately 3,200km of urban streets and rural roads are kept clean. The quality of this service is monitored by supervisors and externally verified by officers from other Local Authorities in accordance with the Local Environment Audit Management Systems (LEAMS) arrangements monitored by the Keep Scotland Beautiful Group who have developed a series of performance indicators based on the Code of Practice for litter and refuse.

The public conveniences owned by Perth and Kinross Council are currently cleaned and attended by the Council's own workforce, providing a valued service for tourists and local residents. The implementation of an improvement programme has ensured that high quality facilities are provided in key locations throughout the Council area and that there are over 25 Comfort Scheme Partnerships, where local businesses allow public use of their own toilets. A charge of 30p per visit is currently levied for attended toilets.

Operations are also involved in maintaining, sustaining and enhancing the Parks and Open Spaces network for local residents, tourists, and businesses. The portfolio comprises a large number of parks, gardens and open spaces, school grounds, play areas, and associated facilities that play a central role in achieving health, environmental, social and economic benefits for the area. Staff ensure programmes of work are prepared and monitored, quality targets are achieved and inventories of site details are maintained.

**THE ENVIRONMENT SERVICE**  
**OTHER OPERATIONAL ACTIVITIES**

	2011/12 FINAL BUDGET £'000
<b>STAFF COSTS</b>	
Chief Officials - Gross Pay	0
- Supn	0
- NI	0
Single Status - Gross Pay	257
- Supn	48
- NI	17
Craft Workers - Gross Pay	0
- Supn	0
- NI	0
Pensions	0
Overtime	10
Slippage	0
Other Staff Costs	38
Staff Cost & Overhead Recharge	0
<b>TOTAL STAFF COSTS</b>	<b>370</b>
<b>PROPERTY COSTS</b>	
Non Domestic Rates	4
Energy Costs	0
Property Insurance	0
Cleaning	0
Metered Water	0
Property Maintenance	0
Other Property Costs	0
<b>TOTAL PROPERTY COSTS</b>	<b>4</b>
<b>SUPPLIES &amp; SERVICES</b>	
Catering	0
Admin Insurance	0
Other Supplies & Services	714
<b>TOTAL SUPPLIES &amp; SERVICES</b>	<b>714</b>
<b>TRANSPORT COSTS</b>	
Travel & Subsistence	0
Transport Insurance	0
Car Allowances	1
Contract Car Hire	0
Vehicle Maintenance	0
Other Transport Costs	1,172
<b>TOTAL TRANSPORT COSTS</b>	<b>1,173</b>
<b>TRANSFER PAYMENTS</b>	
	0
<b>THIRD PARTY PAYMENTS</b>	
Payments to Contractors	0
Other Third Party Payments	5
<b>TOTAL THIRD PARTY PAYMENTS</b>	<b>5</b>
<b>SUPPORT SERVICES</b>	
Fleet Recharge	0
Property Rental	0
Admin Recharge	185
Central Support	0
<b>TOTAL SUPPORT SERVICES</b>	<b>185</b>
<b>CAPITAL FINANCING/CAPITAL CHARGES</b>	
	0
<b>CFCR</b>	
	0
<b>GROSS EXPENDITURE</b>	
	<b>2,451</b>
<b>INCOME</b>	
Local Roads	0
Transport	0
Capital	0
Rechargeable Works	0
Car Parks	0
Council & Corporate Functions	0
Internal Recharges	951
Flood Alleviation	0
Other Grant Income/Subsidy	0
Fees & Charges	1,042
Contract Income/External Work	0
<b>TOTAL INCOME</b>	<b>1,993</b>
<b>NET EXPENDITURE</b>	<b>458</b>

In addition to the core activities delivered by the Operations & Fleet Management division a number of smaller activities are also carried out. These include a central store, provision of bulk fuel, a professional training team covering the core operational requirements of over 350 staff based at Friarton, a courier service and stair cleaning for Housing.

# THE ENVIRONMENT SERVICE

## REGULATION

	2011/12 FINAL BUDGET £'000
<b>STAFF COSTS</b>	
Chief Officials - Gross Pay	0
- Supn	0
- NI	0
Single Status - Gross Pay	1,767
- Supn	329
- NI	131
Craft Workers - Gross Pay	0
- Supn	0
- NI	0
Pensions	0
Overtime	0
Slippage	0
Other Staff Costs	80
Staff Cost & Overhead Recharge	0
<b>TOTAL STAFF COSTS</b>	<b>2,307</b>
<b>PROPERTY COSTS</b>	
Non Domestic Rates	7
Energy Costs	0
Property Insurance	0
Cleaning	0
Metered Water	0
Property Maintenance	0
Other Property Costs	13
<b>TOTAL PROPERTY COSTS</b>	<b>20</b>
<b>SUPPLIES &amp; SERVICES</b>	
Catering	0
Admin Insurance	0
Other Supplies & Services	470
<b>TOTAL SUPPLIES &amp; SERVICES</b>	<b>470</b>
<b>TRANSPORT COSTS</b>	
Travel & Subsistence	0
Transport Insurance	0
Car Allowances	51
Contract Car Hire	1
Vehicle Maintenance	0
Other Transport Costs	24
<b>TOTAL TRANSPORT COSTS</b>	<b>76</b>
<b>TRANSFER PAYMENTS</b>	
	0
<b>THIRD PARTY PAYMENTS</b>	
Payments to Contractors	92
Other Third Party Payments	306
<b>TOTAL THIRD PARTY PAYMENTS</b>	<b>398</b>
<b>SUPPORT SERVICES</b>	
Fleet Recharge	0
Property Rental	0
Admin Recharge	323
Central Support	0
<b>TOTAL SUPPORT SERVICES</b>	<b>323</b>
<b>CAPITAL FINANCING/CAPITAL CHARGES</b>	
	0
<b>CFCR</b>	
	0
<b>GROSS EXPENDITURE</b>	
	<b>3,594</b>
<b>INCOME</b>	
Local Roads	0
Transport	0
Capital	0
Rechargeable Works	0
Car Parks	0
Council & Corporate Functions	0
Internal Recharges	212
Flood Alleviation	0
Other Grant Income/Subsidy	298
Fees & Charges	109
Contract Income/External Work	0
<b>TOTAL INCOME</b>	<b>619</b>
<b>NET EXPENDITURE</b>	<b>2,975</b>

The Environmental Health function encompasses many aspects of safety, health and welfare including general public health and housing and control of pests. Many of the concerns the public may have in respect of their living or working environment are dealt with by this team. Additionally, several aspects of pollution control fall within the remit of this team, mainly noise and air pollution. The service is responsible for issuing licences in relation to animal welfare in connection with riding establishments, pet shops, dangerous wild animals and zoos. Other licensing functions include the issuing of caravan site licences and dealing with high profile national events such as T in the Park.

A major function of this Service is the enforcement of housing standards and the administration of the Council's Housing Scheme of Assistance.

The Dog Control and Welfare Service deals with the education and enforcement of legislation relating to stray dogs, dog fouling, dog barking and dangerous dogs.

The Pollution section is primarily concerned with several aspects of pollution control and monitoring namely air quality and pollution, noise control, contaminated land, agricultural spraying and spreading.

The Food Safety Service deals with the enforcement of food safety legislation in the fields of food hygiene, food standards and composition, consumer protection and communicable disease control. All food premises in Perth and Kinross are included in a food hygiene inspection programme which ensures that they are visited in a risk-based frequency.

The ultimate aim of the Service is to reduce the risk of food poisoning through the encouragement of sound food safety management practices and the provision of food stuffs that meet all relevant legal standards.

The Health and Safety Service deals with the enforcement of health and safety legislation in the workplace through programmed inspections of those businesses presenting the highest risk to employees or other persons.

Trading Standards is responsible for implementing the Council's statutory role in enforcing legislation within the sphere of consumer protection. The legislation, is aimed at protecting citizens and ensuring a fair and equitable trading environment in which businesses can succeed.

Fair trading legislation is designed to protect consumers from falsely described goods and services, implements pricing controls and regulates credit activities.

Metrology covers all aspects of trade relating to the weighing and measuring of goods. Safety legislation is designed to control the supply and storage of unsafe goods and commodities such as petroleum and explosives. Legislation relating to quality standards ensures that eggs, fertilisers and animal feeding stuffs are supplied in accordance with the prescribed standards.

The Animal Health and Welfare Officer enforces the Council's statutory responsibilities in terms of the Animal Health Act. This involves inspections of markets, farms, harbours, rendering plants and food establishments.

# THE ENVIRONMENT SERVICE

## COMMUNITY GREENSPACE

	2011/12 FINAL BUDGET £'000
<b>STAFF COSTS</b>	
Chief Officials	0
- Gross Pay	0
- Supn	0
- NI	0
Single Status	1,281
- Gross Pay	238
- Supn	89
- NI	0
Craft Workers	0
- Gross Pay	0
- Supn	0
- NI	0
Pensions	0
Overtime	13
Slippage	0
Other Staff Costs	112
Staff Cost & Overhead Recharge	0
<b>TOTAL STAFF COSTS</b>	<b>1,733</b>
<b>PROPERTY COSTS</b>	
Non Domestic Rates	13
Energy Costs	0
Property Insurance	0
Cleaning	0
Metered Water	0
Property Maintenance	71
Other Property Costs	25
<b>TOTAL PROPERTY COSTS</b>	<b>109</b>
<b>SUPPLIES &amp; SERVICES</b>	
Catering	0
Admin Insurance	0
Other Supplies & Services	288
<b>TOTAL SUPPLIES &amp; SERVICES</b>	<b>288</b>
<b>TRANSPORT COSTS</b>	
Travel & Subsistence	1
Transport Insurance	0
Car Allowances	10
Contract Car Hire	30
Vehicle Maintenance	0
Other Transport Costs	49
<b>TOTAL TRANSPORT COSTS</b>	<b>90</b>
<b>TRANSFER PAYMENTS</b>	
	2
<b>THIRD PARTY PAYMENTS</b>	
Payments to Contractors	709
Other Third Party Payments	504
<b>TOTAL THIRD PARTY PAYMENTS</b>	<b>1,213</b>
<b>SUPPORT SERVICES</b>	
Fleet Recharge	0
Property Rental	0
Admin Recharge	231
Central Support	0
<b>TOTAL SUPPORT SERVICES</b>	<b>231</b>
<b>CAPITAL FINANCING/CAPITAL CHARGES</b>	
	0
<b>CFCR</b>	
	0
<b>GROSS EXPENDITURE</b>	<b>3,666</b>
<b>INCOME</b>	
Local Roads	0
Transport	0
Capital	0
Rechargeable Works	0
Car Parks	0
Council & Corporate Functions	0
Internal Recharges	189
Flood Alleviation	0
Other Grant Income/Subsidy	14
Fees & Charges	339
Contract Income/External Work	0
<b>TOTAL INCOME</b>	<b>542</b>
<b>NET EXPENDITURE</b>	<b>3,124</b>

Community Greenspace is responsible for the management and development of Perth and Kinross Council's vast public land resources that is provided for both active and passive recreation. The Council maintains and enhances the network of open spaces for residents, tourists and businesses. The portfolio comprises of parks, gardens, open spaces, playing fields and pitches, school grounds, play areas, road verges, the North Inch Golf Course, Aberfeldy Caravan Park, several countryside sites and a network of core paths and rights of way.

Staff within the unit provide a landscape design service not just for green spaces but also for civic projects such as town centre improvements. Staff are responsible for the development of policy for green spaces and provide specialist advice to planning on landscape issues, provision of greenspace including play areas, trees and woodland and access and recreation.

The unit sets out the specification and standards for the maintenance of all greenspaces owned or leased by the Council. It undertakes work on school grounds on behalf of Education and Children's services and manages old age pensioner gardens on behalf of Housing and Community Care. It manages a number of specialist external contractors undertaking work on green space sites including play areas, tree and woodland and sports pitches. It also has a small squad available to undertake repairs and maintenance work on everything from countryside bridges to park benches.

The unit works closely with local communities through the provision of a ranger service and 'friends of parks' groups to the hugely successful 'Beautiful Perth' and 'Take a Pride in Perthshire' campaigns. It works to promote and involve communities in environmental issues including work with schools. It also works with Perth and Kinross Outdoor Access Forum to encourage increased use of the countryside and remove obstructions to access.

# THE ENVIRONMENT SERVICE

## BEREAVEMENT

	2011/12 FINAL BUDGET £'000
<b>STAFF COSTS</b>	
Chief Officials	0
- Gross Pay	0
- Supn	0
- NI	0
Single Status	302
- Gross Pay	57
- Supn	20
- NI	0
Craft Workers	0
- Gross Pay	0
- Supn	0
- NI	0
Pensions	0
Overtime	19
Slippage	0
Other Staff Costs	2
Staff Cost & Overhead Recharge	0
<b>TOTAL STAFF COSTS</b>	<b>400</b>
<b>PROPERTY COSTS</b>	
Non Domestic Rates	43
Energy Costs	0
Property Insurance	0
Cleaning	0
Metered Water	0
Property Maintenance	0
Other Property Costs	2
<b>TOTAL PROPERTY COSTS</b>	<b>45</b>
<b>SUPPLIES &amp; SERVICES</b>	
Catering	0
Admin Insurance	0
Other Supplies & Services	79
<b>TOTAL SUPPLIES &amp; SERVICES</b>	<b>79</b>
<b>TRANSPORT COSTS</b>	
Travel & Subsistence	0
Transport Insurance	0
Car Allowances	1
Contract Car Hire	0
Vehicle Maintenance	0
Other Transport Costs	83
<b>TOTAL TRANSPORT COSTS</b>	<b>84</b>
<b>TRANSFER PAYMENTS</b>	
	0
<b>THIRD PARTY PAYMENTS</b>	
Payments to Contractors	0
Other Third Party Payments	92
<b>TOTAL THIRD PARTY PAYMENTS</b>	<b>92</b>
<b>SUPPORT SERVICES</b>	
Fleet Recharge	0
Property Rental	0
Admin Recharge	50
Central Support	0
<b>TOTAL SUPPORT SERVICES</b>	<b>50</b>
<b>CAPITAL FINANCING/CAPITAL CHARGES</b>	
	0
<b>CFCR</b>	
	0
<b>GROSS EXPENDITURE</b>	
	<b>750</b>
<b>INCOME</b>	
Local Roads	0
Transport	0
Capital	0
Rechargeable Works	0
Car Parks	0
Council & Corporate Functions	0
Internal Recharges	0
Flood Alleviation	0
Other Grant Income/Subsidy	0
Fees & Charges	1,046
Contract Income/External Work	0
<b>TOTAL INCOME</b>	<b>1,046</b>
<b>NET EXPENDITURE</b>	<b>(296)</b>

Bereavement Services is managed by specialist staff to meet the needs of the recently bereaved.

### Cremations

Perth and Kinross Council and its predecessors have provided a cremation service since 1962. The Council owns and manages the only crematorium in Perth and Kinross.

The number of cremations averages around 1150 per annum. Crematorium based staff manage and operate the service with administrative and management support provided by staff at Pullar House.

The landscaped grounds are maintained by The Environment Service Operations staff.

### Burial Grounds

The service has responsibility for 143 burial grounds in the Perth and Kinross area.

Some are closed cemeteries such as Greyfriars in Perth, others are seldom used and often in remote locations whilst the larger cemeteries such as those in Blairgowrie, Crieff, and Jeanfield, Perth, feature interment activity on a regular basis.

The Environment Service staff administer burial arrangements from the Crematorium in Perth.

Excavation of graves and the maintenance of burial grounds is carried out by The Environment Service operations staff.

# THE ENVIRONMENT SERVICE

## PLANNING & REGENERATION

	2011/12 FINAL BUDGET £'000
<b>STAFF COSTS</b>	
Chief Officials	0
- Gross Pay	0
- Supn	0
- NI	0
Single Status	3,653
- Gross Pay	670
- Supn	271
- NI	0
Craft Workers	0
- Gross Pay	0
- Supn	0
- NI	0
Pensions	0
Overtime	1
Slippage	0
Other Staff Costs	48
Staff Cost & Overhead Recharge	0
<b>TOTAL STAFF COSTS</b>	<b>4,643</b>
<b>PROPERTY COSTS</b>	
Non Domestic Rates	42
Energy Costs	1
Property Insurance	0
Cleaning	2
Metered Water	0
Property Maintenance	55
Other Property Costs	338
<b>TOTAL PROPERTY COSTS</b>	<b>438</b>
<b>SUPPLIES &amp; SERVICES</b>	
Catering	0
Admin Insurance	0
Other Supplies & Services	518
<b>TOTAL SUPPLIES &amp; SERVICES</b>	<b>518</b>
<b>TRANSPORT COSTS</b>	
Travel & Subsistence	5
Transport Insurance	0
Car Allowances	66
Contract Car Hire	0
Vehicle Maintenance	0
Other Transport Costs	8
<b>TOTAL TRANSPORT COSTS</b>	<b>79</b>
<b>TRANSFER PAYMENTS</b>	
	0
<b>THIRD PARTY PAYMENTS</b>	
Payments to Contractors	0
Other Third Party Payments	4,387
<b>TOTAL THIRD PARTY PAYMENTS</b>	<b>4,387</b>
<b>SUPPORT SERVICES</b>	
Fleet Recharge	0
Property Rental	0
Admin Recharge	836
Central Support	0
<b>TOTAL SUPPORT SERVICES</b>	<b>836</b>
<b>CAPITAL FINANCING/CAPITAL CHARGES</b>	
	0
<b>CFCR</b>	
	0
<b>GROSS EXPENDITURE</b>	<b>10,901</b>
<b>INCOME</b>	
Local Roads	0
Transport	0
Capital	0
Rechargeable Works	0
Car Parks	0
Council & Corporate Functions	0
Internal Recharges	626
Flood Alleviation	0
Other Grant Income/Subsidy	38
Fees & Charges	4,531
Contract Income/External Work	0
<b>TOTAL INCOME</b>	<b>5,195</b>
<b>NET EXPENDITURE</b>	<b>5,706</b>

The Planning & Regeneration Division comprises 5 sections each of which works closely to deliver an integrated service to individuals, communities, businesses and investors.

### Development Management

The section largely focuses on assessing applications for planning permission and other consents such as listed building consent and advertisement consent. The section also implements the enforcement of planning control.

### Strategy & Policy

The major function of the section is the statutory duty to prepare the Strategic and Local Development Plans which provide the policy context for all development, together with other key strategies relating to economic development and regeneration. The section also includes the Council's Transport Planning team.

### Regeneration

The section has a broad remit to ensure economic and physical regeneration through the development of infrastructure and other key projects that support economic growth. It also has responsibility for providing professional estates, external funding and conservation advice to other parts of the Council.

### Building Standards

The essential purpose of Building Standards is to safeguard people, provide facilities for the disabled in and around buildings and the conservation of energy used in buildings. This is principally achieved through the processing of applications for building warrants and certificate of completions.

### Enterprise

The section provides business development advice and financial assistance to individual companies and also engages with employers to ensure they have access to an appropriately skilled workforce. The section is also responsible for leading a number of cross-Council and external partnerships.

# THE ENVIRONMENT SERVICE

## PROPERTY

	2011/12 FINAL BUDGET £'000
<b>STAFF COSTS</b>	
Chief Officials - Gross Pay	0
- Supn	0
- NI	0
Single Status - Gross Pay	2,339
- Supn	424
- NI	169
Craft Workers - Gross Pay	0
- Supn	0
- NI	0
Pensions	0
Overtime	57
Slippage	(32)
Other Staff Costs	45
Staff Cost & Overhead Recharge	0
<b>TOTAL STAFF COSTS</b>	<b>3,002</b>
<b>PROPERTY COSTS</b>	
Non Domestic Rates	867
Energy Costs	3,894
Property Insurance	8
Cleaning	196
Metered Water	813
Property Maintenance	3,500
Other Property Costs	3,183
<b>TOTAL PROPERTY COSTS</b>	<b>12,461</b>
<b>SUPPLIES &amp; SERVICES</b>	
Catering	0
Admin Insurance	108
Other Supplies & Services	892
<b>TOTAL SUPPLIES &amp; SERVICES</b>	<b>1,000</b>
<b>TRANSPORT COSTS</b>	
Travel & Subsistence	78
Transport Insurance	0
Car Allowances	0
Contract Car Hire	0
Vehicle Maintenance	0
Other Transport Costs	0
<b>TOTAL TRANSPORT COSTS</b>	<b>78</b>
<b>TRANSFER PAYMENTS</b>	
	0
<b>THIRD PARTY PAYMENTS</b>	
Payments to Contractors	139
Other Third Party Payments	1
<b>TOTAL THIRD PARTY PAYMENTS</b>	<b>140</b>
<b>SUPPORT SERVICES</b>	
Fleet Recharge	0
Property Rental	0
Admin Recharge	473
Central Support	0
<b>TOTAL SUPPORT SERVICES</b>	<b>473</b>
<b>CAPITAL FINANCING/CAPITAL CHARGES</b>	
	331
<b>CFCR</b>	
	0
<b>GROSS EXPENDITURE</b>	<b>17,485</b>
<b>INCOME</b>	
Local Roads	0
Transport	0
Capital	0
Rechargeable Works	0
Car Parks	0
Council & Corporate Functions	0
Internal Recharges	348
Flood Alleviation	0
Other Grant Income/Subsidy	0
Fees & Charges	1,518
Contract Income/External Work	236
<b>TOTAL INCOME</b>	<b>2,102</b>
<b>NET EXPENDITURE</b>	<b>15,383</b>

Property provides a full 'in-house' property and construction service responsible for both strategic and operational / transactional activities. At the highest level, the role is "optimising the utilisation of the Council's property assets in terms of Service benefits and financial returns".

Property is organised functionally around two core businesses: Construction (Architecture, Quantity Surveying and Engineering services); and Facilities Management (Energy Management, Property Compliance/Health & Safety and Maintenance).

Further information in respect of Property Maintenance, Energy Management & Water Management is provided in the following three pages.

Note: The Property budget includes the cost of occupying Pullar House.

# PROPERTY MAINTENANCE

<i>Total 2010/11</i>	<b>2011/12</b>	Planned Maintenance	Unplanned Maintenance (See Note)	Total 2011/12
<i>£'000</i>		£'000	£'000	£'000
	<b>Planned Maintenance:</b>			
725	Education & Children's Services (inc. DSM)	568		568
100	The Environment Service	185		185
50	Housing & Community Care	10		10
100	Disability Discrimination Act	100		100
100	Heritage Properties	100		100
120	Dilapidations	120		120
1,000	Cyclical Maintenance and Service Contracts	850		850
100	Vandalism	0	50	50
810	<b>Unplanned Maintenance</b>		824	824
	<b>Property Compliance</b>			
100	Legionella/Water Testing	100		100
5	Water Quality/Sampling	5		5
240	Fixed Wiring	210		210
80	Gas Soundness Systems	85		85
100	Asbestos Testing, Removal and Surveys	90		90
5	Safety Signs and Signals	0		0
30	Food Safety	35		35
120	Fire Precautions - General	50		50
75	Property Compliance - General	60		60
35	Oil Spillage	40		40
5	Lightning Conductors Upgrade/Repairs	0		0
5	Fire Extinguisher Upgrade/Replacement	0		0
<b>3,905</b>	<b>Total Property Maintenance</b>	<b>2,608</b>	<b>874</b>	<b>3,482</b>

*Note:* Unplanned maintenance has not been allocated as it is impossible to predict such maintenance and hence the actual outturn in 2011/12.

The Property Maintenance budget ensures the strategic management and maintenance of all non-housing property.

The budget is used to:

- Implement annual maintenance programmes including such elements of cyclical or routine maintenance as required, to maintain services, to meet the increasing demands placed upon them by users and have a long, useful and cost effective life;
- Ensure all buildings meet the required standards under Health and Safety and related legislation;
- Establish and maintain a comprehensive record of the condition and cost of maintenance of all the Council's buildings;
- Make provision for day-to-day unplanned or emergency maintenance, avoid the deterioration of buildings, prevent any risk to health and safety and to ensure immediate repair to operational elements of all buildings.

## ENERGY MANAGEMENT

	<i>£'000</i> <i>2010/11</i>	<i>£'000</i> <i>2011/12</i>
<b>Education &amp; Children's Services</b>	<b>2,800</b>	<b>3,081</b>
<b>Housing &amp; Community Care</b>	<b>226</b>	<b>217</b>
<b>The Environment Service</b>	<b>583</b>	<b>390</b>
<b>Chief Executive's Service</b>	<b>33</b>	<b>13</b>
<b>Energy Conservation &amp; Improvement Works</b>	<b>50</b>	<b>50</b>
<b>Net Expenditure</b>	<b><u>3,692</u></b>	<b><u>3,751</u></b>

Energy Management includes the development and maintenance of a comprehensive energy database for profiling, targeting and monitoring the energy consumption of buildings.

It carries out a continuous review of tariffs, investigates innovative measures for energy savings and the application of renewable energy technologies.

It is responsible for payment of the electricity, oil and gas used in respect of heating, lighting and power in the Council's properties.

Energy Management is the responsibility of The Environment Service. The table above shows the projected usage for 2011/12 by Service based on the actual usage for 2010/11 and taking account of tariff increases and portfolio changes, particularly in respect of the new Investment in Learning schools. This may not reflect the actual outturn in 2011/12.

The above figures do not include Pullar House which is separately charged.

## WATER MANAGEMENT

	<b>£'000</b> <b>2010/11</b>	<b>£'000</b> <b>2011/12</b>
<b>Education &amp; Children's Services</b>	<b>508</b>	<b>502</b>
<b>Housing &amp; Community Care</b>	<b>76</b>	<b>75</b>
<b>The Environment Service</b>	<b>163</b>	<b>148</b>
<b>Water Conservation &amp; Improvement Works</b>	<b>50</b>	<b>50</b>
<b>Net Expenditure</b>	<b>797</b>	<b>775</b>

Water Management includes the development and maintenance of a comprehensive water database for profiling, targeting and monitoring the water consumption of non-domestic buildings.

It carries out a continuous review of water consumption and tariffs to identify conservation works and future budget requirements. It also investigates innovative measures for the supply and treatment of water services eg. grey water systems.

It is responsible for payment of the water used in the Council's properties.

Water Management is the responsibility of The Environment Services. The table above shows the projected usage for 2011/12 by Service based on the actual usage for 2010/11 and taking account of tariff increases. This may not reflect the actual outturn in 2011/12.

The figures above do not include Pullar House which is separately charged.

# CHIEF EXECUTIVE'S SERVICE

## SUMMARY

	2011/12 FINAL BUDGET £'000
<b>STAFF COSTS</b>	
Chief Officials	524
-Gross Pay	524
-Supn	98
-NI	56
Single Status	6,198
-Gross Pay	6,198
-Supn	1,148
-NI	452
Councillors	776
-Gross Pay	776
-Supn	109
-NI	58
Pensions	0
Overtime	22
Slippage	(88)
Other Staff Costs	235
<b>TOTAL STAFF COSTS</b>	<b>9,588</b>
<b>PROPERTY COSTS</b>	
Non Domestic Rates	0
Energy Costs	0
Property Insurance	0
Cleaning	0
Metered Water	0
Property Maintenance	0
Other Property Costs	2
<b>TOTAL PROPERTY COSTS</b>	<b>2</b>
<b>SUPPLIES &amp; SERVICES</b>	
Catering	51
Admin Insurance	0
Other Supplies & Services	1,377
<b>TOTAL SUPPLIES &amp; SERVICES</b>	<b>1,428</b>
<b>TRANSPORT COSTS</b>	
Travel & Subsistence	61
Transport Insurance	0
Car Allowances	0
Contract Car Hire	1
Vehicle Maintenance	0
Other Transport Costs	26
<b>TOTAL TRANSPORT COSTS</b>	<b>88</b>
<b>TRANSFER PAYMENTS</b>	<b>0</b>
<b>THIRD PARTY PAYMENTS</b>	
Payments to Contractors	0
Other Third Party Payments	699
<b>TOTAL THIRD PARTY PAYMENTS</b>	<b>699</b>
<b>SUPPORT SERVICES</b>	
Corporate Network	0
Property Rental	0
IST Recharge	0
Central Support	0
<b>TOTAL SUPPORT SERVICES</b>	<b>0</b>
<b>CAPITAL FINANCING/CAPITAL CHARGES</b>	<b>0</b>
<b>CFCR</b>	<b>0</b>
<b>GROSS EXPENDITURE</b>	<b>11,805</b>
<b>INCOME</b>	
Internal Recharges	1,002
Other Grant Income/Subsidy	28
Fees & Charges	906
Contract Income/External Work	190
<b>TOTAL INCOME</b>	<b>2,126</b>
<b>NET EXPENDITURE</b>	<b>9,679</b>

This page summarises the budgets of the activities within the Chief Executive's Service.

- Core Costs
- Legal Services
- Business Transformation & Improvement
- Finance
- Democratic Services
- Human Resources

Details of each activity are given on the following pages.

# CHIEF EXECUTIVE'S SERVICE

## CORE COSTS

	2011/12 FINAL BUDGET £'000
<b>STAFF COSTS</b>	
Chief Officials -Gross Pay	125
-Supn	24
-NI	14
Single Status -Gross Pay	84
-Supn	16
-NI	6
Councillors -Gross Pay	0
-Supn	0
-NI	0
Pensions	0
Overtime	0
Slippage	(3)
Other Staff Costs	1
<b>TOTAL STAFF COSTS</b>	<b>267</b>
<b>PROPERTY COSTS</b>	
Non Domestic Rates	0
Energy Costs	0
Property Insurance	0
Cleaning	0
Metered Water	0
Property Maintenance	0
Other Property Costs	0
<b>TOTAL PROPERTY COSTS</b>	<b>0</b>
<b>SUPPLIES &amp; SERVICES</b>	
Catering	0
Admin Insurance	0
Other Supplies & Services	29
<b>TOTAL SUPPLIES &amp; SERVICES</b>	<b>29</b>
<b>TRANSPORT COSTS</b>	
Travel & Subsistence	1
Transport Insurance	0
Car Allowances	0
Contract Car Hire	0
Vehicle Maintenance	0
Other Transport Costs	0
<b>TOTAL TRANSPORT COSTS</b>	<b>1</b>
<b>TRANSFER PAYMENTS</b>	<b>0</b>
<b>THIRD PARTY PAYMENTS</b>	
Payments to Contractors	0
Other Third Party Payments	0
<b>TOTAL THIRD PARTY PAYMENTS</b>	<b>0</b>
<b>SUPPORT SERVICES</b>	
Corporate Network	0
Property Rental	0
IST Recharge	0
Central Support	0
<b>TOTAL SUPPORT SERVICES</b>	<b>0</b>
<b>CAPITAL FINANCING/CAPITAL CHARGES</b>	<b>0</b>
<b>CFCR</b>	<b>0</b>
<b>GROSS EXPENDITURE</b>	<b>297</b>
<b>INCOME</b>	
Internal Recharges	0
Other Grant Income/Subsidy	0
Fees & Charges	0
Contract Income/External Work	0
<b>TOTAL INCOME</b>	<b>0</b>
<b>NET EXPENDITURE</b>	<b>297</b>

The Chief Executive is the "Head of Paid Service" of the Council as defined by Section 4 of the Local Government and Housing (Scotland) Act 1989.

Overall the role of the Chief Executive's Service is to ensure that the Council meets changing strategic and operational challenges, supports services in managing resources and corporate governance and focuses on continuous improvement in the services we are delivering.

The Chief Executive is responsible for the effective strategic management of the Council, for providing strategic advice and guidance to facilitate the development of policy and decision-making, for ensuring that policies and strategies are effectively implemented, for monitoring performance and promoting corporate working across services and with partner organisations.

The Chief Executive is responsible for the effective operation of Democratic Services and Business Transformation & Improvement. The Depute Chief Executive is responsible for the effective operation of Legal Services; Finance and Human Resources.

The Chief Executive's Service is aimed, among other things, at adding value to the work of the Council, the services it provides and planning partners, by supporting individual Services in achieving national and local policy priorities.

# CHIEF EXECUTIVE'S SERVICE

## LEGAL SERVICES

	2011/12 FINAL BUDGET £'000
<b>STAFF COSTS</b>	
Chief Officials	84
-Gross Pay	16
-Supn	9
-NI	1,075
Single Status	199
-Gross Pay	80
-Supn	0
-NI	0
Councillors	0
-Gross Pay	0
-Supn	0
-NI	0
Pensions	0
Overtime	0
Slippage	(16)
Other Staff Costs	18
<b>TOTAL STAFF COSTS</b>	<b>1,465</b>
<b>PROPERTY COSTS</b>	
Non Domestic Rates	0
Energy Costs	0
Property Insurance	0
Cleaning	0
Metered Water	0
Property Maintenance	0
Other Property Costs	0
<b>TOTAL PROPERTY COSTS</b>	<b>0</b>
<b>SUPPLIES &amp; SERVICES</b>	
Catering	0
Admin Insurance	0
Other Supplies & Services	111
<b>TOTAL SUPPLIES &amp; SERVICES</b>	<b>111</b>
<b>TRANSPORT COSTS</b>	
Travel & Subsistence	4
Transport Insurance	0
Car Allowances	0
Contract Car Hire	0
Vehicle Maintenance	0
Other Transport Costs	0
<b>TOTAL TRANSPORT COSTS</b>	<b>4</b>
<b>TRANSFER PAYMENTS</b>	
	0
<b>THIRD PARTY PAYMENTS</b>	
Payments to Contractors	0
Other Third Party Payments	0
<b>TOTAL THIRD PARTY PAYMENTS</b>	<b>0</b>
<b>SUPPORT SERVICES</b>	
Corporate Network	0
Property Rental	0
IST Recharge	0
Central Support	0
<b>TOTAL SUPPORT SERVICES</b>	<b>0</b>
<b>CAPITAL FINANCING/CAPITAL CHARGES</b>	
	0
<b>CFCR</b>	
	0
<b>GROSS EXPENDITURE</b>	<b>1,580</b>
<b>INCOME</b>	
Internal Recharges	50
Other Grant Income/Subsidy	0
Fees & Charges	536
Contract Income/External Work	58
<b>TOTAL INCOME</b>	<b>644</b>
<b>NET EXPENDITURE</b>	<b>936</b>

Legal Services advise the Council on legal matters and carry out a wide range of legal services emanating from the decisions and activities of the Council.

These services include conveyancing; litigation; research and advice; contract work; employment matters; and monitoring new legislation and case law. Legal Services have a particular responsibility for ensuring that the Council acts legally in an environment in which the public have ever increasing rights of challenge in respect of the actions of public authorities. They also provide appropriate training on a wide range of legal matters.

Corporate complaints and information compliance; freedom of information requests; data protection; as well as information security and licensing form part of Legal Services.

# CHIEF EXECUTIVE'S SERVICE

## BUSINESS TRANSFORMATION & IMPROVEMENT

		2011/12 FINAL BUDGET £'000
<b>STAFF COSTS</b>		
Chief Officials	-Gross Pay	77
	-Supn	14
	-NI	8
Single Status	-Gross Pay	661
	-Supn	123
	-NI	52
Councillors	-Gross Pay	0
	-Supn	0
	-NI	0
Pensions		0
Overtime		0
Slippage		(9)
Other Staff Costs		15
<b>TOTAL STAFF COSTS</b>		<b>941</b>
<b>PROPERTY COSTS</b>		
Non Domestic Rates		0
Energy Costs		0
Property Insurance		0
Cleaning		0
Metered Water		0
Property Maintenance		0
Other Property Costs		0
<b>TOTAL PROPERTY COSTS</b>		<b>0</b>
<b>SUPPLIES &amp; SERVICES</b>		
Catering		3
Admin Insurance		0
Other Supplies & Services		188
<b>TOTAL SUPPLIES &amp; SERVICES</b>		<b>191</b>
<b>TRANSPORT COSTS</b>		
Travel & Subsistence		2
Transport Insurance		0
Car Allowances		0
Contract Car Hire		0
Vehicle Maintenance		0
Other Transport Costs		0
<b>TOTAL TRANSPORT COSTS</b>		<b>2</b>
<b>TRANSFER PAYMENTS</b>		
		0
<b>THIRD PARTY PAYMENTS</b>		
Payments to Contractors		0
Other Third Party Payments		0
<b>TOTAL THIRD PARTY PAYMENTS</b>		<b>0</b>
<b>SUPPORT SERVICES</b>		
Corporate Network		0
Property Rental		0
IST Recharge		0
Central Support		0
<b>TOTAL SUPPORT SERVICES</b>		<b>0</b>
<b>CAPITAL FINANCING/CAPITAL CHARGES</b>		
		0
<b>CFCR</b>		
		0
<b>GROSS EXPENDITURE</b>		<b>1,134</b>
<b>INCOME</b>		
Internal Recharges		0
Other Grant Income/Subsidy		0
Fees & Charges		0
Contract Income/External Work		0
<b>TOTAL INCOME</b>		<b>0</b>
<b>NET EXPENDITURE</b>		<b>1,134</b>

Business Transformation & Improvement exists to provide direction and support to the Council by providing a framework for the effective strategic planning and performance management of the Perth & Kinross Single Outcome Agreement; the Community Plan and the Councils Corporate Plan. This involves leading services in the Business Management and Improvement framework.

Business Transformation & Improvement is also responsible for managing the transformation and change process and has lead responsibility for interpreting and responding to legislation and policy which has corporate implications. This involves supporting services to achieve national and local policy priorities to effect a more modern and efficient way of working.

Business Transformation & Improvement also provides corporate Organisational Development and Learning and Development for the Council.

The work of the Service is focussed on the following key areas:

- Transformation and Change Management
- Service Planning and Performance Management
- Improvement and Innovation
- Partnership and Community Planning
- Scrutiny Support
- Equalities
- Corporate Risk and Programme Management
- Customer Focus
- Organisational Development
- Learning and Development

# CHIEF EXECUTIVE'S SERVICE

## FINANCE

	2011/12 FINAL BUDGET £'000
<b>STAFF COSTS</b>	
Chief Officials	84
-Gross Pay	84
-Supn	16
-NI	9
Single Status	2,410
-Gross Pay	2,410
-Supn	446
-NI	171
Councillors	0
-Gross Pay	0
-Supn	0
-NI	0
Pensions	0
Overtime	14
Slippage	(32)
Other Staff Costs	40
<b>TOTAL STAFF COSTS</b>	<b>3,158</b>
<b>PROPERTY COSTS</b>	
Non Domestic Rates	0
Energy Costs	0
Property Insurance	0
Cleaning	0
Metered Water	0
Property Maintenance	0
Other Property Costs	0
<b>TOTAL PROPERTY COSTS</b>	<b>0</b>
<b>SUPPLIES &amp; SERVICES</b>	
Catering	1
Admin Insurance	0
Other Supplies & Services	357
<b>TOTAL SUPPLIES &amp; SERVICES</b>	<b>358</b>
<b>TRANSPORT COSTS</b>	
Travel & Subsistence	4
Transport Insurance	0
Car Allowances	0
Contract Car Hire	0
Vehicle Maintenance	0
Other Transport Costs	0
<b>TOTAL TRANSPORT COSTS</b>	<b>4</b>
<b>TRANSFER PAYMENTS</b>	
	0
<b>THIRD PARTY PAYMENTS</b>	
Payments to Contractors	0
Other Third Party Payments	326
<b>TOTAL THIRD PARTY PAYMENTS</b>	<b>326</b>
<b>SUPPORT SERVICES</b>	
Corporate Network	0
Property Rental	0
IST Recharge	0
Central Support	0
<b>TOTAL SUPPORT SERVICES</b>	<b>0</b>
<b>CAPITAL FINANCING/CAPITAL CHARGES</b>	
	0
<b>CFCR</b>	
	0
<b>GROSS EXPENDITURE</b>	<b>3,846</b>
<b>INCOME</b>	
Internal Recharges	429
Other Grant Income/Subsidy	0
Fees & Charges	144
Contract Income/External Work	96
<b>TOTAL INCOME</b>	<b>669</b>
<b>NET EXPENDITURE</b>	<b>3,177</b>

Finance is responsible for the proper administration of the financial affairs of the Council. The Head of Finance is the "proper officer" responsible for the financial administration of the Council as defined under Section 95 of the Local Government (Scotland) Act 1973.

Finance is organised into three sections: -

The Accountancy Section is responsible for co-ordinating the preparation, monitoring and reporting of the Council's Revenue Budgets; Capital Budgets and the Final Accounts. Day to day accountancy and budgetary services are provided to all Council services, with staff currently based in Education & Children's Services; The Environment Service and Housing & Community Care. The Section is also responsible for Treasury Management and accounting for VAT.

The Exchequer Section is based in both Pullar House and 2 High Street and is responsible for providing a wide range of support to front line, internal and third party customers including partner organisations. Services provided include the collection of Council income; debt recovery; payment of suppliers; recruitment, payment and human resource administration of employees; petty cash administration and the operation of the Council's banking arrangements. The Exchequer Section also provides support for the Council's corporate financial systems including the development of the systems and is also responsible for the administration and management of the Council's Corporate Insurance and Claims Handling functions.

The Internal Audit Section primarily provides an independent and objective opinion to the Council on the quality of risk management, control and governance within Council services. Control and governance arrangements comprise the policies, procedures and operations established to ensure the achievement of objectives; the appropriate assessment of risk; the reliability of internal and external reporting and accountability processes; compliance with relevant laws and regulations and compliance with the behavioural and ethical standards set for the organisation. Internal Audit measures and evaluates the effectiveness of the management arrangements in place for achieving the organisation's agreed objectives. In addition to its reporting function, Internal Audit aims to be of benefit to line management in the audited areas. Internal Audit also maintains and promotes the Council's procedures for raising and dealing with expressions of concern where there may have been a failure of control, whether through alleged fraud, irregularity or inefficiency. This work can include the conduct of internal investigations into allegations of this sort.

# CHIEF EXECUTIVE'S SERVICE

## DEMOCRATIC SERVICES

	2011/12 FINAL BUDGET £'000
<b>STAFF COSTS</b>	
Chief Officials	77
-Gross Pay	14
-Supn	8
-NI	8
Single Status	999
-Gross Pay	185
-Supn	71
-NI	71
Councillors	776
-Gross Pay	109
-Supn	58
-NI	0
Pensions	0
Overtime	8
Slippage	(14)
Other Staff Costs	14
<b>TOTAL STAFF COSTS</b>	<b>2,305</b>
<b>PROPERTY COSTS</b>	
Non Domestic Rates	0
Energy Costs	0
Property Insurance	0
Cleaning	0
Metered Water	0
Property Maintenance	0
Other Property Costs	2
<b>TOTAL PROPERTY COSTS</b>	<b>2</b>
<b>SUPPLIES &amp; SERVICES</b>	
Catering	45
Admin Insurance	0
Other Supplies & Services	505
<b>TOTAL SUPPLIES &amp; SERVICES</b>	<b>550</b>
<b>TRANSPORT COSTS</b>	
Travel & Subsistence	47
Transport Insurance	0
Car Allowances	0
Contract Car Hire	0
Vehicle Maintenance	0
Other Transport Costs	22
<b>TOTAL TRANSPORT COSTS</b>	<b>69</b>
<b>TRANSFER PAYMENTS</b>	<b>0</b>
<b>THIRD PARTY PAYMENTS</b>	
Payments to Contractors	0
Other Third Party Payments	372
<b>TOTAL THIRD PARTY PAYMENTS</b>	<b>372</b>
<b>SUPPORT SERVICES</b>	
Corporate Network	0
Property Rental	0
IST Recharge	0
Central Support	0
<b>TOTAL SUPPORT SERVICES</b>	<b>0</b>
<b>CAPITAL FINANCING/CAPITAL CHARGES</b>	<b>0</b>
<b>CFCR</b>	<b>0</b>
<b>GROSS EXPENDITURE</b>	<b>3,298</b>
<b>INCOME</b>	
Internal Recharges	300
Other Grant Income/Subsidy	0
Fees & Charges	226
Contract Income/External Work	27
<b>TOTAL INCOME</b>	<b>553</b>
<b>NET EXPENDITURE</b>	<b>2,745</b>

Democratic Services is responsible for support to Services and Councillors in respect of the Council's civic and democratic processes, and also to partner organisations in respect of decision-making processes.

Democratic Services is also responsible for developing and implementing the corporate framework for communication, research and consultation.

Democratic Services is a direct service provider in respect of the Registration of Births, Deaths and Marriages

The work of the Service is focussed on the following key areas:

- Committee Services
- Civic Services
- Members' Services
- Elections and Referenda
- Community Councils
- Registration of Births, Deaths and Marriages
- Communications
- Research
- Consultation

# CHIEF EXECUTIVE'S SERVICE

## HUMAN RESOURCES

	2011/12 FINAL BUDGET £'000
<b>STAFF COSTS</b>	
Chief Officials	77
-Gross Pay	14
-Supn	8
-NI	8
Single Status	969
-Gross Pay	179
-Supn	72
-NI	72
Councillors	0
-Gross Pay	0
-Supn	0
-NI	0
Pensions	0
Overtime	0
Slippage	(14)
Other Staff Costs	147
<b>TOTAL STAFF COSTS</b>	<b>1,452</b>
<b>PROPERTY COSTS</b>	
Non Domestic Rates	0
Energy Costs	0
Property Insurance	0
Cleaning	0
Metered Water	0
Property Maintenance	0
Other Property Costs	0
<b>TOTAL PROPERTY COSTS</b>	<b>0</b>
<b>SUPPLIES &amp; SERVICES</b>	
Catering	2
Admin Insurance	0
Other Supplies & Services	187
<b>TOTAL SUPPLIES &amp; SERVICES</b>	<b>189</b>
<b>TRANSPORT COSTS</b>	
Travel & Subsistence	3
Transport Insurance	0
Car Allowances	0
Contract Car Hire	1
Vehicle Maintenance	0
Other Transport Costs	4
<b>TOTAL TRANSPORT COSTS</b>	<b>8</b>
<b>TRANSFER PAYMENTS</b>	<b>0</b>
<b>THIRD PARTY PAYMENTS</b>	
Payments to Contractors	0
Other Third Party Payments	1
<b>TOTAL THIRD PARTY PAYMENTS</b>	<b>1</b>
<b>SUPPORT SERVICES</b>	
Corporate Network	0
Property Rental	0
IST Recharge	0
Central Support	0
<b>TOTAL SUPPORT SERVICES</b>	<b>0</b>
<b>CAPITAL FINANCING/CAPITAL CHARGES</b>	<b>0</b>
<b>CFCR</b>	<b>0</b>
<b>GROSS EXPENDITURE</b>	<b>1,650</b>
<b>INCOME</b>	
Internal Recharges	223
Other Grant Income/Subsidy	28
Fees & Charges	0
Contract Income/External Work	9
<b>TOTAL INCOME</b>	<b>260</b>
<b>NET EXPENDITURE</b>	<b>1,390</b>

Human Resources is an integral part of the Chief Executive's Service and its role is to provide professional knowledge, advice and support on the most effective management of human resources and to assist in the achievement of service and corporate objectives.

The Policy Section develops, monitors and reviews policies and procedures, ensuring that an effective framework exists to comply with European and UK employment and equalities legislation, promote positive employee relations and employment practices and ensure equality of opportunity in support of Corporate and Service Plans.

It plays a major role in leading and supporting corporate HR initiatives and strategies, including, for example, the Council's Work Life Balance Initiative, the development of on-line HR facilities for managers/employees (eHR), and the ongoing development of the eMIS computerised personnel system.

The Services Section provides advice and support to managers and staffing sections on all personnel matters, including the application of the Council's employment policies and procedures, terms and conditions of service and devolved HR administration. It also provides advice and support on recruitment and selection arrangements, including the implementation and operation of the Scottish Recruitment Portal and provides briefings to new and existing managers on how to apply the Council's employment policies and procedures to ensure best practice.

The Section also supports managers in organisational change and service improvements through advice on job design, restructuring, grading of posts, trade union consultation and employee communication. Finally, it contributes to the development and review of employment policies and procedures to ensure the Council has an effective employment framework for addressing employee relations and resourcing issues.

## HOUSING AND COMMUNITY CARE (HOUSING REVENUE ACCOUNT)

	2011/12 FINAL BUDGET £'000
<b>STAFF COSTS</b>	
Chief Officials -Gross Pay	0
-Supn	0
-NI	0
Single Status -Gross Pay	3,054
-Supn	565
-NI	197
Craft Workers -Gross Pay	1,490
-Supn	276
-NI	100
Pensions	0
Overtime	119
Slippage	(200)
General Fund Recharge	1,440
Other Staff Costs	79
<b>TOTAL STAFF COSTS</b>	<b>7,120</b>
<b>PROPERTY COSTS</b>	
Non Domestic Rates	101
Rents	51
Water & Sewage	2
Energy Costs	178
Property Insurance	339
Health & Safety Costs	0
Cleaning	72
Property Maintenance	3,242
Other Property Costs	679
<b>TOTAL PROPERTY COSTS</b>	<b>4,664</b>
<b>SUPPLIES &amp; SERVICES</b>	
Other Supplies & Services	1,214
<b>TOTAL SUPPLIES &amp; SERVICES</b>	<b>1,214</b>
<b>TRANSPORT COSTS</b>	
Travel & Subsistence	93
Car Allowances	0
Other Transport Costs	545
<b>TOTAL TRANSPORT COSTS</b>	<b>638</b>
<b>TRANSFER PAYMENTS</b>	<b>160</b>
<b>THIRD PARTY PAYMENTS</b>	
Other Third Party Payments	110
<b>TOTAL THIRD PARTY PAYMENTS</b>	<b>110</b>
<b>SUPPORT SERVICES</b>	
Strategy & Support	1,586
Corporate Recharge	386
<b>TOTAL SUPPORT SERVICES</b>	<b>1,972</b>
<b>CAPITAL FINANCING/CAPITAL CHARGES</b>	<b>4,465</b>
<b>CFCR</b>	<b>2,357</b>
<b>GROSS EXPENDITURE</b>	<b>22,700</b>
<b>INCOME</b>	
Internal Recharges	971
Council House Rents	20,799
Other Rental Income	879
I.O.R.B.	51
<b>TOTAL INCOME</b>	<b>22,700</b>
<b>NET EXPENDITURE</b>	<b>0</b>

The Housing Revenue Account (HRA) is required by Statute to be held separately from the General Fund, but has been included in this volume for completeness. It records the revenue transactions to achieve the Councils aim of providing good quality housing at affordable rents for the Council's tenants.

The HRA records revenue transactions on the, building, maintenance and management of Council Housing and has been prepared in accordance with the Housing Acts and in line with Scottish Government directives. The Account requires to be self financing with the full balance of net expenditure met solely from the resources of Council House Tenants, principally rents and the Budget is therefore shown on an estimated outturn basis.

The Council is in the second year of a three year programme to build a total of 81 affordable homes by 2012/13. Additional new build of 25 affordable homes per annum will be budgeted for in future years. All revenue costs associated with the current new build have been fully reflected in the budget.

The main objectives of the Council's role as "Landlord" are:-

- (a) to provide a comprehensive local service responsive to the needs of the customer.
- (b) to maintain and improve housing stock via a responsive repairs service, complementing a prioritised investment programme.
- (c) to ensure a secure environment and improvement in quality of life through efficient and effective housing management, involving tenant participation.

# COMMON GOOD FUNDS 2011/12 BUDGET

<u>Total 2010/11 £'000</u>		<u>Perth £'000</u>	<u>Aberfeldy £'000</u>	<u>Auchterarder £'000</u>	<u>Others £'000</u>	<u>Total £'000</u>
	<b>EXPENDITURE</b>					
	<b><u>Property Costs</u></b>					
30	Repairs & Maintenance of Buildings	1	0	0	0	1
0	Rents, Rates & Feu Duties	1	0	0	0	1
	<b><u>Other Supplies and Services</u></b>					
144	Grants to Organisations & Individuals	140	4	16	0	160
10	Other Expenses(Incl Admin cost)	11	0	0	0	11
6	Shoppers Creche	9	0	0	0	9
7	West Mill Street Library	7	0	0	0	7
	<b><u>Christmas Lighting</u></b>					
18	Electricity	5	1	3	0	9
50	Switch on Ceremony	50	0	0	0	50
15	Rents, Rates & Feu Duties	12	0	0	0	12
<b>280</b>	<b>Total Estimated Expenditure</b>	<b>236</b>	<b>5</b>	<b>19</b>	<b>0</b>	<b>260</b>
	<b>INCOME</b>					
264	Rent - Land and Buildings	250	5	19	0	274
1	Fishing Permits	2	0	0	0	2
14	Interest on Investments	6	0	2	0	8
5	Shore Dues - One Twelfth	0	0	0	0	0
<b>284</b>	<b>Total Estimated Income</b>	<b>258</b>	<b>5</b>	<b>21</b>	<b>0</b>	<b>284</b>
<b>4</b>	<b>Estimated Surplus/(Deficit)</b>	<b>22</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>24</b>

Perth and Kinross Council administers the Common Good Funds of the former 10 burghs within its boundaries. These receive no financial support from the General Fund.

The largest fund is Perth Common Good Fund with revenue income of £258,000, generated principally from rent of land and buildings. The fund has budgeted to expend £236,000 the majority of which is on grants to organisations and individuals and the provision of Christmas lighting. In general terms Common Good Funds are specifically aimed at helping the Communities of their respective areas. This help is governed however, by the income generated by each fund and as a result there is no activity on certain funds.

Note: 'Others' consists of the Common Good Funds in Abernethy, Alyth, Blairgowrie, Coupar Angus, Crieff, Kinross and Pitlochry.

# **PERTH AND KINROSS COUNCIL**

## **CAPITAL BUDGET 2011/16**

### **FOREWORD BY HEAD OF FINANCE**

#### **Introduction**

The Council's Capital Budget funds expenditure on the purchase, improvement and enhancement of assets which provide benefit to the community for many years to come – such as schools, roads and housing. In line with Scottish Government regulations, the Council's Capital Budget is managed as two separate programmes:

- 1) The Composite Capital Programme, which deals with the funding of Capital Expenditure on General Fund Services.
- 2) The Housing Investment Programme.

For the purposes of this volume, separate explanations of these two areas of expenditure are provided. The Tayside Joint Police Board and the Tayside Fire and Rescue Board manage their own Capital Programmes, which are controlled directly by the Scottish Government. The Council's Capital plans are regulated by reference to the Prudential Code, under the Local Government (Scotland) Act 2003.

#### **Sources of Capital Funding**

The Composite Capital Programme is funded via:

- Borrowing – The Prudential Code allows the Council flexibility in deciding the size of its Capital Budget and how this Budget will be financed. The basic principle of the Code is that the Council will be free to invest in Capital Projects as long as their Capital spending plans are affordable, prudent and sustainable. The Code sets out the Indicators that the Council must use, and the factors that it must take into account, to demonstrate that it has fulfilled this objective. Using these Indicators, the Council will determine how much it can afford to borrow, and therefore allocate to capital expenditure.
- Capital Grants from the Scottish Government, distributed as a block allocation for the Council to spend as it sees fit, as well as some smaller elements 'ring-fenced' for specific policy areas.
- Capital Receipts from the sale of surplus Council assets and other miscellaneous capital receipts such as the principal repayment of housing advances.
- Third Party Contributions from, for example, community groups, the National Lottery Boards and developers.
- The Revenue Budget of individual Council Services. Such expenditure is referred to as Capital Financed from Current Revenue (CFCR).

### **Summary of Capital Resources 2011-2016**

The estimated Capital Resources for each area of the Composite Capital Programme are summarised in the table below:

<b>Estimated Capital Resources</b>	<b>2011/12</b>	<b>2012/13</b>	<b>2013/14</b>	<b>2014/15</b>	<b>2015/16</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
New Borrowing	24,676	24,706	20,279	16,241	11,222
Capital Grants:-					
Block Allocation	9,675	10,870	9,520	9,998	9,998
Cycling, Walking and Safer Streets	209	209	209	209	209
Invergowrie Primary School	2,276	0	0	0	0
A977 Kincardine Bridge Approaches	83	0	0	0	0
Capital Receipts	4,001	3,778	5,099	449	125
Contributions	605	8,177	4,707	150	0
<b>Total Estimated Capital Resources</b>	<b>41,525</b>	<b>47,740</b>	<b>39,814</b>	<b>27,047</b>	<b>21,554</b>

### **Composite Capital Programme**

The Council has set out, by Service and by project, its approved Composite Capital Programme for 2011/12, 2012/13, 2013/14, 2014/15 and 2015/16 as detailed in pages 84 to 100 of this volume.

The Service budgets also detail the following information:

- Revised Budget 2010/11 – the budget approved at the last Strategic Policy & Resources committee on 20 April 2010, updated for any revised estimates of expenditure since that Committee.
- Projected Outturn 2010/11 - the latest projected expenditure on each project in financial year 2010/11 (1<sup>st</sup> April 2010 to 31<sup>st</sup> March 2011).
- Approved Budgets – the approved budgets for each of the years 2011/12, 2012/13, 2013/14, 2014/15 and 2015/16.
- Approved Total Budget – the total approved budget in the 6 year period 2010/11 to 2015/16.

## **Housing Investment Programme 2011/12**

### **Sources of Capital Funding**

#### **The Prudential Borrowing Regime and Capital Receipts**

In line with the principles set out in the introduction, the funding arrangements in respect of the Housing Investment Programme are governed by the application of the Prudential Code. This approach is underpinned by a 30 year HRA Business Plan which determines the level of investment required in the Council's housing stock and hence the annual requirement for net borrowing. Provided that the proposed borrowing is determined to be affordable, prudent and sustainable, the cost is met entirely from within the resources of the Housing Revenue Account.

#### **Contribution from the Housing Revenue Account**

The Council may also fund Capital expenditure directly from the Housing Revenue Account (HRA) in the form of Capital Financed from Current Revenue (CFCR), the use of balances, or through funding operating leases of assets.

### **Housing Investment Programme Budget 2011/12**

The Council's Housing & Health Committee approved a planned 2011/12 Housing Investment Programme Budget of £7.491m. The financing of this budget is summarised below:

	£m
Estimated Housing Capital Receipts (Gross)	0.928
Capital Financed from Current Revenue	2.357
Prudential Borrowing	3.556
Other Income	0.650
2011/12 Investment Budget	<u>7.491</u>

### **Housing Investment Programme Priorities 2011/12**

The Housing Investment Programme for 2011/12 is presented on page 101 of this volume and is primarily funded through CFCR, capital receipts and borrowing.

The Plan reflects the Council's overall priorities for the Housing Investment Programme. These priorities are:

- Central heating renewal and rewiring
- Double glazing
- Installation of controlled door entry systems
- Kitchen and bathroom replacement
- External fabric repairs
- Energy efficiency works
- Multi storey flats – improvements to communal areas, fire safety and window replacement

## **New Council Housing Programme**

In 2008 the Scottish Government announced plans to provide grants to local authorities with aspirations to build Council Housing. Three separate tranches of funding have since been released and Perth & Kinross Council has successfully obtained grant awards from all three phases of the funding programme.

The Council's new-build housing programme has been targeted to increase the stock, with houses of the most appropriate size, in areas of high housing demand. The programme, comprising 81 properties, is now well underway with phases 1, 2 and 3.

The phases are:-

- Phase 1 - comprises 6 houses at Letham in Perth along with 20 houses at Methven.
- Phase 2 - comprises 10 houses at Friarton in Perth.
- Phase 3 - comprises a further 10 houses at Methven, 19 houses at Alyth, 10 houses at Scone and 6 houses at Pitlochry.

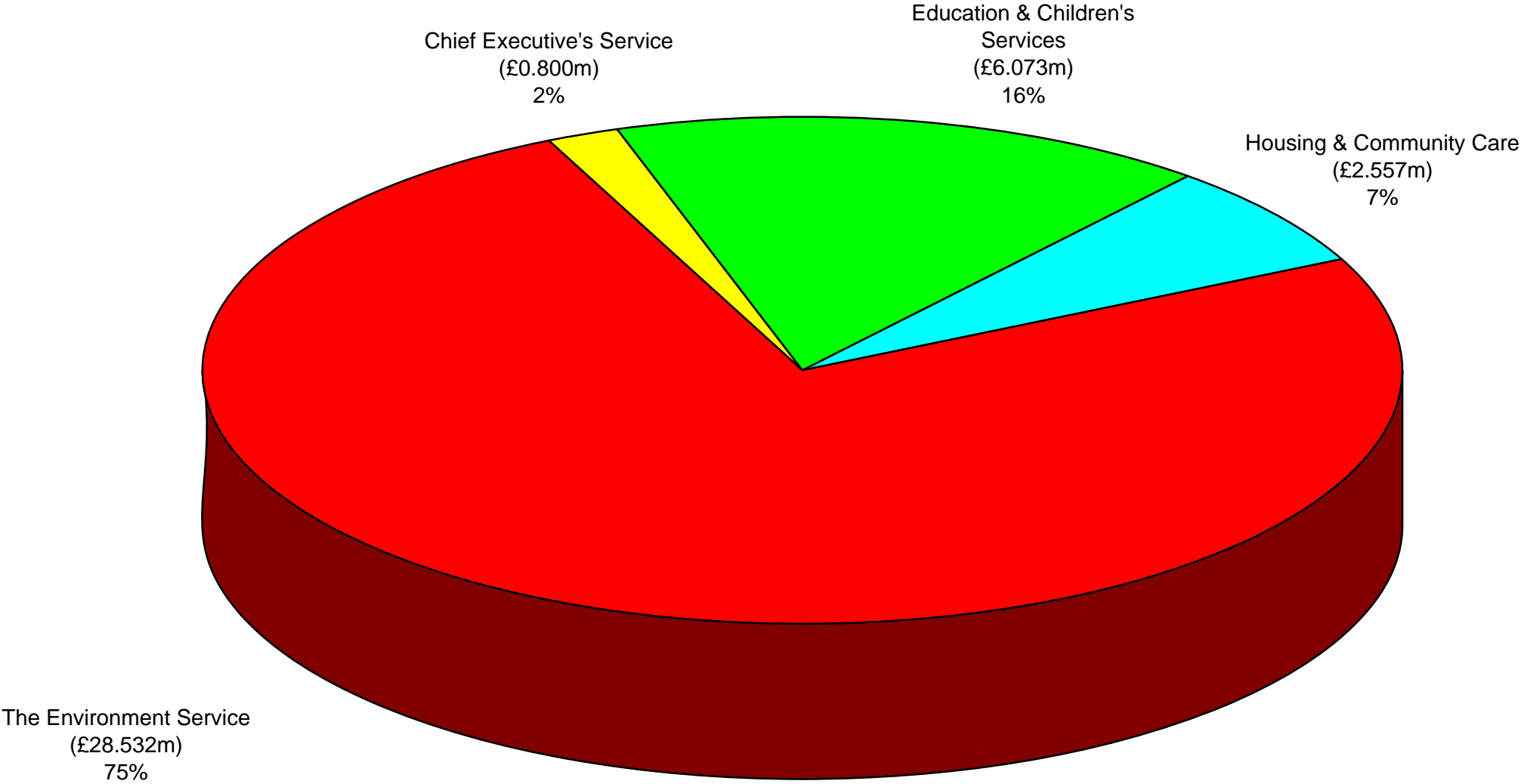
The Council's new build programme is also being financed through Prudential Borrowing together with Council Tax Income on Second Homes, which may be used under The council Tax (Discount for Unoccupied Dwellings) (Scotland) Regulations 2005 to support the provision of affordable housing. The Council is currently awaiting the outcome of a third funding submission to the Scottish Government to expand the existing new build programme.

The Service will also review the 30 Year Housing Investment Business Plan, incorporating the updated stock condition survey to ensure that the Scottish Housing Quality Standard is achieved by 2015.

S MacKenzie  
Acting Head of Finance  
May 2011

# 2011/12 TOTAL NET COMPOSITE CAPITAL BUDGET

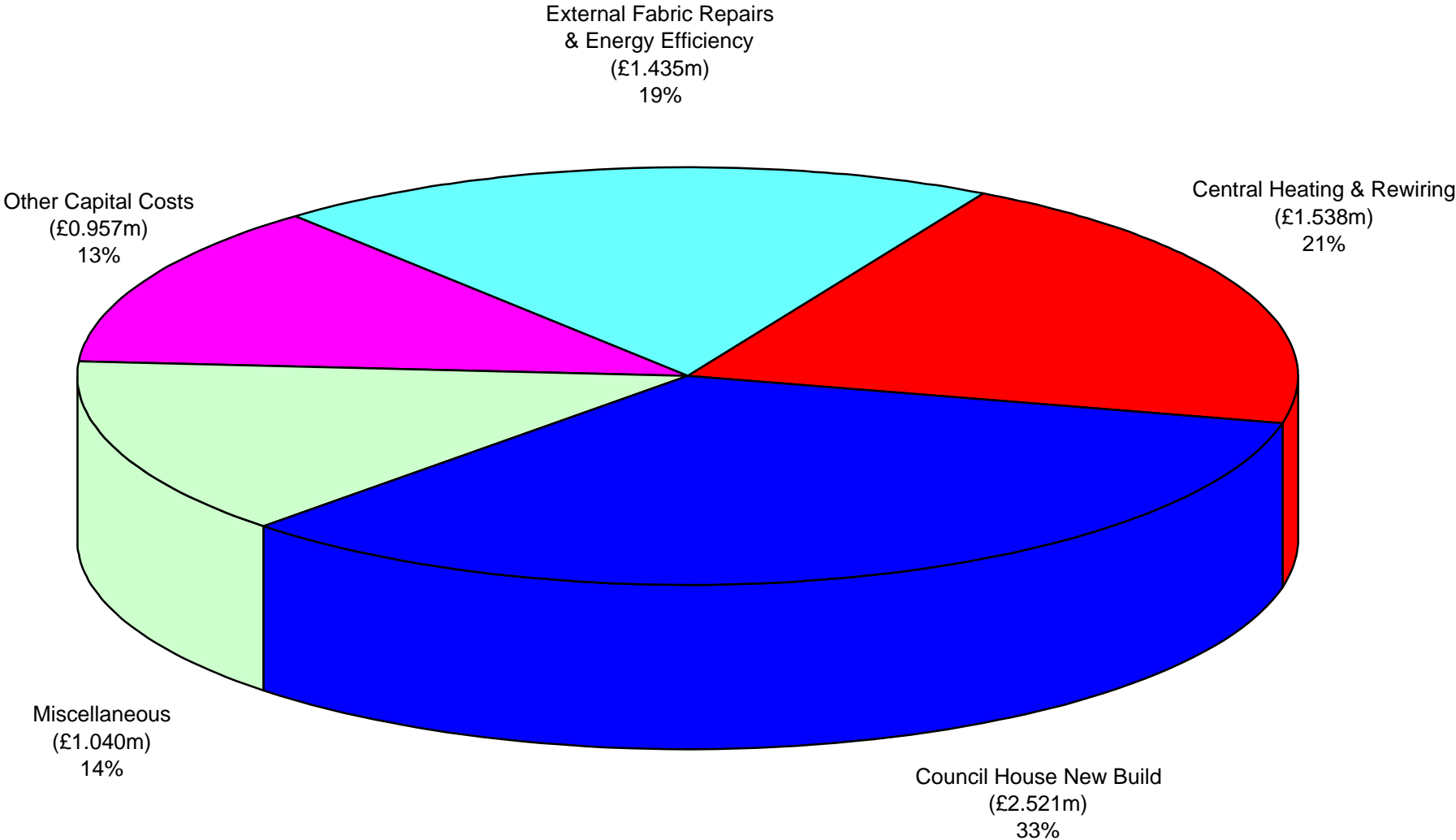
Total - £37.962m



# 2011/12 HOUSING INVESTMENT PROGRAMME

Projects Funded From Borrowing, Capital Receipts & CFCR

£7.491m



## CAPITAL BUDGET 2011/12

### SERVICE BUDGETS

<u>SERVICE</u>	<u>PAGE NO</u>
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**PERTH & KINROSS COUNCIL**

**COMPOSITE CAPITAL BUDGET 2011-2016**

**SUMMARY**

	<b>Revised Budget 20-Apr-11</b>	<b>Projected Outturn</b>	<b>Approved Budget</b>	<b>Approved Budget</b>	<b>Approved Budget</b>	<b>Approved Budget</b>	<b>Approved Budget</b>	<b>Approved Total Budget</b>
<b>SERVICE</b>	<b>2010/11 (£'000)</b>	<b>2010/11 (£'000)</b>	<b>2011/12 (£'000)</b>	<b>2012/13 (£'000)</b>	<b>2013/14 (£'000)</b>	<b>2014/15 (£'000)</b>	<b>2015/16 (£'000)</b>	<b>(£'000)</b>
EDUCATION & CHILDREN'S SERVICES	5,427	5,427	6,073	17,783	16,130	10,454	3,204	59,071
HOUSING & COMMUNITY CARE	1,249	1,249	2,557	1,418	1,165	1,250	750	8,389
THE ENVIRONMENT SERVICE	15,381	15,381	28,532	19,692	17,211	14,720	17,291	112,827
CHIEF EXECUTIVE'S SERVICE	92	92	800	0	28	0	0	920
<b>TOTAL</b>	<b>22,149</b>	<b>22,149</b>	<b>37,962</b>	<b>38,893</b>	<b>34,534</b>	<b>26,424</b>	<b>21,245</b>	<b>181,207</b>

PERTH & KINROSS COUNCIL  
COMPOSITE CAPITAL BUDGET 2011-2016

**SERVICE EDUCATION & CHILDREN'S SERVICES**

PROJECT/NATURE OF EXPENDITURE	Revised Budget 20-Apr-11	Projected Outturn	Approved Budget	Approved Budget	Approved Budget	Approved Budget	Approved Budget	Approved Total Budget
	2010/11 (£'000)	2010/11 (£'000)	2011/12 (£'000)	2012/13 (£'000)	2013/14 (£'000)	2014/15 (£'000)	2015/16 (£'000)	(£'000)
Accessibility Programme	70	70	70	50	100	105	200	595
Art Centre Phase 3	0	0	0	0	219	0	0	219
Arts Strategy Phase 1 - Redevelopment of Perth Theatre	0	0	1,000	6,400	5,140	0	0	12,540
Third Party Contributions	0	0	0	(6,400)	(3,620)	0	0	(10,020)
Contribution from Reserves	0	0	0	0	(600)	0	0	(600)
Arts Strategy Relocation Phase 2 - Music Centre	6	6	0	0	0	0	0	6
Blackford Primary School	0	0	0	0	173	0	0	173
Third Party Contributions	0	0	0	0	(87)	0	0	(87)
Broadband Upgrade for Schools	0	0	107	0	0	0	0	107
Building Security	135	135	166	150	120	0	0	571
Childcare Premises Upgrade Programme	0	0	0	0	191	0	0	191
Crieff Primary School - School Upgrade Project	0	0	0	1,537	6,936	5,093	0	13,566
Cultural & Community Premises Upgrade Project	0	0	0	0	192	0	0	192
Developers Contribution Programme	0	0	0	0	250	0	0	250
Third Party Contribution from Developers	0	0	0	0	(250)	0	0	(250)
Dunning Primary School - School Upgrade Project	9	9	725	0	0	0	0	734
Errol Primary - School Upgrade Project	303	303	80	0	0	0	0	383
Health & Safety	155	155	100	100	0	0	0	355
Invergowrie Primary School - School Upgrade Project	122	122	633	4,630	2,242	0	0	7,627
Scottish Government (SFT) Grant	(191)	(191)	(2,276)	0	0	0	0	(2,467)
<b>TOTAL CARRIED FORWARD</b>	<b>609</b>	<b>609</b>	<b>605</b>	<b>6,467</b>	<b>11,006</b>	<b>5,198</b>	<b>200</b>	<b>24,085</b>

PERTH & KINROSS COUNCIL  
COMPOSITE CAPITAL BUDGET 2011-2016

SERVICE EDUCATION & CHILDREN'S SERVICES

	Revised Budget 20-Apr-11	Projected Outturn	Approved Budget	Approved Budget	Approved Budget	Approved Budget	Approved Budget	Approved Total Budget
PROJECT/NATURE OF EXPENDITURE	2010/11 (£'000)	2010/11 (£'000)	2011/12 (£'000)	2012/13 (£'000)	2013/14 (£'000)	2014/15 (£'000)	2015/16 (£'000)	(£'000)
<b>TOTAL BROUGHT FORWARD</b>	<b>609</b>	<b>609</b>	<b>605</b>	<b>6,467</b>	<b>11,006</b>	<b>5,198</b>	<b>200</b>	<b>24,085</b>
Methven Primary School - Modular Units from Breadalbane	77	77	0	0	0	0	0	77
MIS - Procurement & Integration	75	75	163	130	126	0	0	494
New School Development	0	0	0	0	1,029	0	0	1,029
PC Hardware Replacement Programme	0	0	260	260	260	260	270	1,310
Primary Schools (excluding IIL) Upgrade Programme	0	0	200	1,600	235	495	200	2,730
- Abernethy Primary School	208	208	706	4,028	56	0	0	4,998
- Kinnoull Primary School (Phase 1)	1	1	0	0	0	0	0	1
Ratray Community Facilities	135	135	100	900	506	0	0	1,641
Reducing Class Sizes	0	0	68	0	0	0	0	68
Regulatory Inspection Improvements	10	10	0	0	0	0	0	10
School Toilets - Upgrade Programme	12	12	0	0	0	0	0	12
Secondary Schools (excluding IIL) Upgrade Programme	0	0	0	200	900	850	250	2,200
- Blairgowrie High School Upgrade (Phase 2)	929	929	1,274	1,370	0	0	0	3,573
Community Learning & Development Capital Receipt	0	0	0	(40)	0	0	0	(40)
Revenue Contribution	(40)	(40)	0	0	0	0	0	(40)
- Perth Grammar School Upgrade (Phase 1)	8	8	0	0	0	0	0	8
- Perth High School Upgrade (Phase 2)	576	576	470	1,481	0	0	0	2,527
- Perth Academy Upgrade (Phase 1)	175	175	0	0	0	0	0	175
Almondbank House II	0	0	100	640	0	0	0	740
Perth City Sport & Leisure Facility Vision	0	0	0	0	1,000	3,000	1,000	5,000
<b>TOTAL CARRIED FORWARD</b>	<b>2,775</b>	<b>2,775</b>	<b>3,946</b>	<b>17,036</b>	<b>15,118</b>	<b>9,803</b>	<b>1,920</b>	<b>50,598</b>

PERTH & KINROSS COUNCIL  
COMPOSITE CAPITAL BUDGET 2011-2016

SERVICE EDUCATION & CHILDREN'S SERVICES

	Revised Budget 20-Apr-11	Projected Outturn	Approved Budget	Approved Budget	Approved Budget	Approved Budget	Approved Budget	Approved Total Budget
PROJECT/NATURE OF EXPENDITURE	2010/11 (£'000)	2010/11 (£'000)	2011/12 (£'000)	2012/13 (£'000)	2013/14 (£'000)	2014/15 (£'000)	2015/16 (£'000)	(£'000)
<b>TOTAL BROUGHT FORWARD</b>	<b>2,775</b>	<b>2,775</b>	<b>3,946</b>	<b>17,036</b>	<b>15,118</b>	<b>9,803</b>	<b>1,920</b>	<b>50,598</b>
<u>Investment in Learning</u>								
Investment in Learning (IIL) - Modular Units	246	246	0	0	0	0	0	246
Revenue Contribution	(246)	(246)	0	0	0	0	0	(246)
Investment in Learning (IIL) - Works at Muirton Nursery	146	146	0	0	0	0	0	146
IIL Schools - ICT Infrastructure	177	177	26	0	0	0	0	203
IIL Schools - ICT Libraries	119	119	45	0	0	0	0	164
<u>Prudential Borrowing</u>								
ASN Residences	737	737	0	0	0	0	0	737
Aytoun Hall, Auchterarder	1,084	1,084	175	0	0	0	0	1,259
Scottish Government Grant	(362)	(362)	0	0	0	0	0	(362)
Almondbank House Development	35	35	0	0	0	0	0	35
<u>Information Systems and Technology</u>								
Corporate Wide Area Networking	16	16	116	0	0	0	0	132
Security Measures	48	48	60	0	270	0	0	378
MGF3 - DNAS Corporate Address Gazetteer	17	17	0	0	0	0	0	17
Extension to EDRMS	54	54	450	0	0	0	0	504
Core Network Equipment Replacement	321	321	124	0	380	0	0	825
Internet/Intranet Infrastructure	45	45	0	0	0	0	0	45
<b>TOTAL CARRIED FORWARD</b>	<b>5,212</b>	<b>5,212</b>	<b>4,942</b>	<b>17,036</b>	<b>15,768</b>	<b>9,803</b>	<b>1,920</b>	<b>54,681</b>

PERTH & KINROSS COUNCIL  
 COMPOSITE CAPITAL BUDGET 2011-2016  
SERVICE EDUCATION & CHILDREN'S SERVICES

	Revised Budget 20-Apr-11	Projected Outturn	Approved Budget	Approved Budget	Approved Budget	Approved Budget	Approved Budget	Approved Total Budget
PROJECT/NATURE OF EXPENDITURE	2010/11 (£'000)	2010/11 (£'000)	2011/12 (£'000)	2012/13 (£'000)	2013/14 (£'000)	2014/15 (£'000)	2015/16 (£'000)	(£'000)
<b>TOTAL BROUGHT FORWARD</b>	<b>5,212</b>	<b>5,212</b>	<b>4,942</b>	<b>17,036</b>	<b>15,768</b>	<b>9,803</b>	<b>1,920</b>	<b>54,681</b>
Server Related Hardware Replacement	215	215	931	525	300	0	0	1,971
ICT Infrastructure	0	0	200	222	62	651	680	1,815
Virtual Desktop Environment	0	0	0	0	0	0	604	604
<b>TOTAL</b>	<b>5,427</b>	<b>5,427</b>	<b>6,073</b>	<b>17,783</b>	<b>16,130</b>	<b>10,454</b>	<b>3,204</b>	<b>59,071</b>

**PERTH & KINROSS COUNCIL  
COMPOSITE CAPITAL BUDGET 2011-2016**

**SERVICE HOUSING & COMMUNITY CARE**

	Revised Budget 20-Apr-11	Projected Outturn	Approved Budget	Approved Budget	Approved Budget	Approved Budget	Approved Budget	Approved Total Budget
PROJECT/NATURE OF EXPENDITURE	2010/11 (£'000)	2010/11 (£'000)	2011/12 (£'000)	2012/13 (£'000)	2013/14 (£'000)	2014/15 (£'000)	2015/16 (£'000)	(£'000)
<u>HOUSING</u>								
<u>Travellers' Sites Regeneration</u>								
Bobbin Mill, Pitlochry - Regeneration	47	47	0	0	0	0	0	47
Gypsy Traveller Transit Sites	0	0	200	400	0	0	0	600
<u>Council Contact Centre</u>								
Customer Service Centre	0	0	184	0	0	0	0	184
<u>Prudential Borrowing Projects: Homelessness</u>								
Rio House - Purchase and Redevelopment	17	17	0	0	0	0	0	17
Rio Project - Purchase of Satellite Sites	180	180	0	0	0	0	0	180
Homelessness - Purchase Properties	0	0	500	500	500	500	500	2,500
<u>COMMUNITY CARE</u>								
Drugs & Alcohol - Accommodation	10	10	0	0	0	0	0	10
Beechgrove RHE - Refurbishment of Bedrooms	460	460	35	0	0	0	0	495
Revenue Contribution (CEEF)	(15)	(15)	0	0	0	0	0	(15)
Parkdale RHE - Refurbishment of Bathroom	25	25	0	0	0	0	0	25
Parkdale RHE - Refurbishment of Client & Day Care Kitchen Areas	35	35	66	0	0	0	0	101
Dalweem RHE - Refurbishment of Bathrooms	35	35	356	0	0	0	0	391
Learning Disability Service Re-design	77	77	13	0	0	0	0	90
<b>TOTAL CARRIED FORWARD</b>	<b>871</b>	<b>871</b>	<b>1,354</b>	<b>900</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>4,625</b>

**PERTH & KINROSS COUNCIL  
COMPOSITE CAPITAL BUDGET 2011-2016**

**SERVICE HOUSING & COMMUNITY CARE**

	Revised Budget 20-Apr-11	Projected Outturn	Approved Budget	Approved Budget	Approved Budget	Approved Budget	Approved Budget	Approved Total Budget
PROJECT/NATURE OF EXPENDITURE	2010/11 (£'000)	2010/11 (£'000)	2011/12 (£'000)	2012/13 (£'000)	2013/14 (£'000)	2014/15 (£'000)	2015/16 (£'000)	(£'000)
<b>TOTAL BROUGHT FORWARD</b>	<b>871</b>	<b>871</b>	<b>1,354</b>	<b>900</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>4,625</b>
Housing With Care - Communal Facilities	0	0	0	250	250	500	250	1,250
Parkdale - Refurbish Bedrooms	11	11	0	55	0	0	0	66
Gleneagles Rd ARC - Development of Centre for Profound Disabilities	398	398	235	0	0	0	0	633
Third Party Contribution	(25)	(25)	0	0	0	0	0	(25)
Revenue Contribution (CEEF)	(6)	(6)	0	0	0	0	0	(6)
Development of Day Care Services for Older People	0	0	768	0	0	0	0	768
JELS - Facility Service Enhancement	0	0	400	235	0	0	0	635
Third Party Contribution	0	0	(200)	(117)	0	0	0	(317)
Parkdale - Refurbishment of Communal Areas	0	0	0	95	165	0	0	260
Beechgrove RHE - Refurbishment of Communal Areas	0	0	0	0	250	0	0	250
Dalweem RHE - Refurbishment of Communal Areas	0	0	0	0	0	250	0	250
<b>TOTAL</b>	<b>1,249</b>	<b>1,249</b>	<b>2,557</b>	<b>1,418</b>	<b>1,165</b>	<b>1,250</b>	<b>750</b>	<b>8,389</b>

**PERTH & KINROSS COUNCIL**  
**COMPOSITE CAPITAL BUDGET 2011-2016**  
**SERVICE THE ENVIRONMENT SERVICE**

PROJECT/NATURE OF EXPENDITURE	Revised Budget 20-Apr-11	Projected Outturn	Approved Budget	Approved Budget	Approved Budget	Approved Budget	Approved Budget	Approved Total Budget
	2010/11 (£'000)	2010/11 (£'000)	2011/12 (£'000)	2012/13 (£'000)	2013/14 (£'000)	2014/15 (£'000)	2015/16 (£'000)	(£'000)
<u>Traffic &amp; Road Safety</u>								
Road Safety Initiatives (20mph zones etc)	99	99	140	80	80	80	120	599
Cycling Walking & Safer Streets	333	333	209	209	209	209	209	1,378
Scottish Government Grant - Cycling Walking Safer Streets	(247)	(247)	(209)	(209)	(209)	(209)	(209)	(1,292)
Sustrans Grant	(86)	(86)	0	0	0	0	0	(86)
Connect2 Paths	145	145	0	0	0	0	0	145
Sustrans Grant	(145)	(145)	0	0	0	0	0	(145)
<u>Asset Management - Roads &amp; Lighting</u>								
Structural Maintenance	6,451	6,451	7,237	6,942	6,943	6,943	6,607	41,123
Street Lighting - Renewals/Upgrading/Unlit Areas	362	362	500	500	400	340	400	2,502
Traffic Signals - Renewals/Upgrading	70	70	59	65	65	68	98	425
Footways	374	374	507	471	373	373	422	2,520
<u>Asset Management - Bridges</u>								
A923 Dunkeld Bridge	171	171	0	0	0	0	0	171
A822 Amulree Bridge Replacement	927	927	0	0	0	0	0	927
A822/08 Crieff Bridge	11	11	162	0	0	0	0	173
B8019 Tummel Bridge	254	254	0	0	0	0	0	254
Port Na Craig Footbridge - Assess & Strengthening	0	0	0	275	0	0	0	275
Bridge Refurbishment Programme	33	33	442	1,334	565	250	250	2,874
Short Span Bridge Replacement Programme	0	0	0	300	300	300	302	1,202
<b>TOTAL CARRIED FORWARD</b>	<b>8,752</b>	<b>8,752</b>	<b>9,047</b>	<b>9,967</b>	<b>8,726</b>	<b>8,354</b>	<b>8,199</b>	<b>53,045</b>

PERTH & KINROSS COUNCIL  
COMPOSITE CAPITAL BUDGET 2011-2016

SERVICE THE ENVIRONMENT SERVICE

	Revised Budget 20-Apr-11	Projected Outturn	Approved Budget	Approved Budget	Approved Budget	Approved Budget	Approved Budget	Approved Total Budget
PROJECT/NATURE OF EXPENDITURE	2010/11 (£'000)	2010/11 (£'000)	2011/12 (£'000)	2012/13 (£'000)	2013/14 (£'000)	2014/15 (£'000)	2015/16 (£'000)	(£'000)
<b>TOTAL BROUGHT FORWARD</b>	<b>8,752</b>	<b>8,752</b>	<b>9,047</b>	<b>9,967</b>	<b>8,726</b>	<b>8,354</b>	<b>8,199</b>	<b>53,045</b>
Vehicular Bridge Parapets Programme - Assess & Upgrade	0	0	0	0	0	0	150	150
<u>Improvement Schemes</u>								
A93 Safety Fencing - Various Locations	27	27	48	0	0	0	0	75
A93 Craighall Gorge Realignment	14	14	0	0	0	0	0	14
Provision of New Rural Footways	88	88	204	0	0	0	0	292
High St, Perth - Pedestrian Area Partial Reconstruction	217	217	1,320	0	0	0	0	1,537
Improvement to A977 - Kincardine Bridge Approaches Scottish Government Grant	98 (99)	98 (99)	83 (83)	0 0	0 0	0 0	0 0	181 (182)
Road/Junctions - Widening & Improvement Programme	113	113	277	447	0	0	1,400	2,237
Contribution to Kinross Western Edge Relief Road (CPI Programme)	0	0	500	0	0	0	0	500
<u>Rural Flood Mitigation Schemes</u>								
Weem Flood Prevention - Construction	0	0	13	0	0	0	0	13
Milnathort Flood Prevention - Construction	123	123	247	0	0	0	0	370
Telemetry & Gauging Stations	1	1	5	0	0	0	0	6
Low's Weir, Almondbank	43	43	396	0	0	0	0	439
Rural Flood Mitigation Schemes	0	0	80	311	250	250	0	891
Perth Flood Prevention Scheme	0	0	15	0	0	0	0	15
<b>TOTAL CARRIED FORWARD</b>	<b>9,377</b>	<b>9,377</b>	<b>12,152</b>	<b>10,725</b>	<b>8,976</b>	<b>8,604</b>	<b>9,749</b>	<b>59,583</b>

**PERTH & KINROSS COUNCIL  
COMPOSITE CAPITAL BUDGET 2011-2016**

**SERVICE THE ENVIRONMENT SERVICE**

	Revised Budget 20-Apr-11	Projected Outturn	Approved Budget	Approved Budget	Approved Budget	Approved Budget	Approved Budget	Approved Total Budget
PROJECT/NATURE OF EXPENDITURE	2010/11 (£'000)	2010/11 (£'000)	2011/12 (£'000)	2012/13 (£'000)	2013/14 (£'000)	2014/15 (£'000)	2015/16 (£'000)	(£'000)
<b>TOTAL BROUGHT FORWARD</b>	<b>9,377</b>	<b>9,377</b>	<b>12,152</b>	<b>10,725</b>	<b>8,976</b>	<b>8,604</b>	<b>9,749</b>	<b>59,583</b>
<u>Planning - Rural Initiatives</u>								
Conservation of Built Heritage	25	25	225	500	100	100	100	1,050
Third Party Contribution	0	0	0	(300)	0	0	0	(300)
The Cross, Coupar Angus - Refurbishment of Streetscape	260	260	0	0	0	0	0	260
Third Party Contribution (TCRF)	(181)	(181)	0	0	0	0	0	(181)
Revenue Contribution	(26)	(26)	0	0	0	0	0	(26)
Kinross Town Centre Improvements	0	0	0	0	0	1,140	0	1,140
<u>City Centre Partnership</u>								
Perth City Centre Project	0	0	0	1,200	2,082	0	0	3,282
Revenue Contribution	0	0	0	(1,200)	0	0	0	(1,200)
<u>SET Partnership Projects</u>								
Perth Concert Hall - Exterior Space	3	3	0	0	0	0	0	3
<u>Community Greenspace</u>								
Cemetery Extensions - Alyth	4	4	28	0	0	0	0	32
Cemetery Extension - Blair Atholl	0	0	0	50	0	0	0	50
Cemetery Infrastructure Improvements	0	0	0	25	25	25	25	100
Play Areas - Improvements Implementation Strategy	530	530	42	0	0	0	0	572
Revenue Contribution	(100)	(100)	0	0	0	0	0	(100)
Third Party Contribution	(33)	(33)	(44)	0	0	0	0	(77)
Public Parks - Footpath & Lighting Improvements	1	1	0	0	0	0	0	1
Parks Improvements - Signage	2	2	0	0	0	0	0	2
<b>TOTAL CARRIED FORWARD</b>	<b>9,862</b>	<b>9,862</b>	<b>12,403</b>	<b>11,000</b>	<b>11,183</b>	<b>9,869</b>	<b>9,874</b>	<b>64,191</b>

**PERTH & KINROSS COUNCIL  
COMPOSITE CAPITAL BUDGET 2011-2016**

**SERVICE THE ENVIRONMENT SERVICE**

	Revised Budget 20-Apr-11	Projected Outturn	Approved Budget	Approved Budget	Approved Budget	Approved Budget	Approved Budget	Approved Total Budget
PROJECT/NATURE OF EXPENDITURE	2010/11 (£'000)	2010/11 (£'000)	2011/12 (£'000)	2012/13 (£'000)	2013/14 (£'000)	2014/15 (£'000)	2015/16 (£'000)	(£'000)
<b>TOTAL BROUGHT FORWARD</b>	<b>9,862</b>	<b>9,862</b>	<b>12,403</b>	<b>11,000</b>	<b>11,183</b>	<b>9,869</b>	<b>9,874</b>	<b>64,191</b>
Perth South Inch Improvements - Implementation	115	115	75	0	0	0	0	190
Third Party Contribution	(10)	(10)	(10)	0	0	0	0	(20)
Skateboard/BMX/Rollerblade Facilities	51	51	0	0	0	0	0	51
Third Party Contributions	(10)	(10)	0	0	0	0	0	(10)
Heritage Cemetery Improvements	27	27	0	0	0	0	0	27
Friends of Park Development - Auchterarder Public Park	0	0	46	0	0	0	0	46
Friends of Park Development - MacRosty Park, Crieff	1,337	1,337	226	0	0	0	0	1,563
Third Party Contribution	(983)	(983)	(130)	(5)	0	0	0	(1,118)
Friends of Park Development - Kirkgate Park, Kinross	171	171	8	0	0	0	0	179
Third Party Contribution	(30)	(30)	0	0	0	0	0	(30)
Friends of Park Development - North Inch Park, Perth	0	0	225	0	0	0	0	225
Third Party Contribution	0	0	(25)	0	0	0	0	(25)
Friends of Park Development - Larghan Park, Coupar Angus	11	11	0	0	0	0	0	11
Third Party Contribution	(10)	(10)	0	0	0	0	0	(10)
Friends of Park Development - Victoria Park, Aberfeldy	14	14	0	0	0	0	0	14
Revenue Contribution	(10)	(10)	0	0	0	0	0	(10)
Outdoor Sports Pitch Facilities Rationalisation Programme	0	0	0	0	0	0	250	250
Countryside Sites	78	78	70	50	50	50	0	298
Scone Ball Court	118	118	0	0	0	0	0	118
Third Party Contribution	(101)	(101)	0	0	0	0	0	(101)
<b>TOTAL CARRIED FORWARD</b>	<b>10,630</b>	<b>10,630</b>	<b>12,888</b>	<b>11,045</b>	<b>11,233</b>	<b>9,919</b>	<b>10,124</b>	<b>65,839</b>

PERTH & KINROSS COUNCIL  
COMPOSITE CAPITAL BUDGET 2011-2016

**SERVICE THE ENVIRONMENT SERVICE**

	Revised Budget 20-Apr-11	Projected Outturn	Approved Budget	Approved Budget	Approved Budget	Approved Budget	Approved Budget	Approved Total Budget
PROJECT/NATURE OF EXPENDITURE	2010/11 (£'000)	2010/11 (£'000)	2011/12 (£'000)	2012/13 (£'000)	2013/14 (£'000)	2014/15 (£'000)	2015/16 (£'000)	(£'000)
<b>TOTAL BROUGHT FORWARD</b>	<b>10,630</b>	<b>10,630</b>	<b>12,888</b>	<b>11,045</b>	<b>11,233</b>	<b>9,919</b>	<b>10,124</b>	<b>65,839</b>
Community Greenspace Sites	0	0	792	510	445	445	600	2,792
Third Party Contributions	0	0	(115)	(30)	(25)	(25)	0	(195)
Heather Garden Gardens	0	0	150	0	0	0	0	150
Third Party Contribution	0	0	(25)	0	0	0	0	(25)
Dunning Placecheck - Environmental Improvements	37	37	6	0	0	0	0	43
Revenue Contribution	(4)	(4)	(6)	0	0	0	0	(10)
Community Environmental Challenge Fund	0	0	100	100	100	100	100	500
Unadopted Roads & Footways (Match Funding)	0	0	100	100	100	100	100	500
Community Greenspace Bridges	6	6	138	60	45	45	70	364
Countryside Projects	31	31	55	0	0	0	0	86
Core Path Implementation	42	42	221	200	200	200	0	863
Scottish Government Grant	(14)	(14)	0	0	0	0	0	(14)
Third Party Contributions	(95)	(95)	(50)	(125)	(125)	(125)	0	(520)
Crematorium - Extension of Car Park Within Grounds	0	0	0	30	0	0	0	30
<u>Waste Strategy</u>								
Cleaning Up Contaminated Land - Dalcrue Landfill	17	17	150	0	0	0	0	167
Public Conveniences - Implementation of Strategy Action Plan	1	1	28	0	0	0	0	29
Replacement of Battery Safes & Oil Banks	0	0	0	0	36	0	40	76
North Perth Recycling Centre	247	247	661	0	0	0	0	908
Construction of Reedbed Treatment System - Turfhill/Blairgowrie	0	0	57	0	0	0	0	57
<b>TOTAL CARRIED FORWARD</b>	<b>10,898</b>	<b>10,898</b>	<b>15,150</b>	<b>11,890</b>	<b>12,009</b>	<b>10,659</b>	<b>11,034</b>	<b>71,640</b>

PERTH & KINROSS COUNCIL  
COMPOSITE CAPITAL BUDGET 2011-2016

SERVICE THE ENVIRONMENT SERVICE

	Revised Budget 20-Apr-11	Projected Outturn	Approved Budget	Approved Budget	Approved Budget	Approved Budget	Approved Budget	Approved Total Budget
PROJECT/NATURE OF EXPENDITURE	2010/11 (£'000)	2010/11 (£'000)	2011/12 (£'000)	2012/13 (£'000)	2013/14 (£'000)	2014/15 (£'000)	2015/16 (£'000)	(£'000)
<b>TOTAL BROUGHT FORWARD</b>	<b>10,898</b>	<b>10,898</b>	<b>15,150</b>	<b>11,890</b>	<b>12,009</b>	<b>10,659</b>	<b>11,034</b>	<b>71,640</b>
Container and Skip Replacement Programme	33	33	33	34	37	0	35	172
Litter Bin Replacement Programme	10	10	100	75	54	0	0	239
Friarton Redevelopment	877	877	60	0	0	0	0	937
Recycling Centres	21	21	0	0	0	0	0	21
Friarton Recycling Centre	40	40	0	0	0	0	0	40
Crieff Recycling Centre	166	166	1,145	0	0	0	0	1,311
Pitlochry Recycling Centre	39	39	0	0	0	0	0	39
Recycling Points	59	59	49	50	0	0	0	158
Roaming Recycling Units	7	7	0	0	0	0	0	7
Multi-Occupancy Recycling	27	27	155	0	0	0	0	182
Expansion Friarton Depot - Welfare Accommodation	71	71	1,198	0	0	0	0	1,269
Onboard Weighing	0	0	126	0	0	0	0	126
North Forr - Salt Storage	0	0	0	420	0	0	0	420
Waste & Recycling Bins - Stock Replacement Programme	0	0	0	0	0	0	240	240
Revenue Contribution to Waste Strategy	(141)	(141)	0	0	0	0	0	(141)
Scottish Government Grant - Zero Waste Fund	(143)	(143)	0	0	0	0	0	(143)
<b>TOTAL CARRIED FORWARD</b>	<b>11,964</b>	<b>11,964</b>	<b>18,016</b>	<b>12,469</b>	<b>12,100</b>	<b>10,659</b>	<b>11,309</b>	<b>76,517</b>

PERTH & KINROSS COUNCIL  
COMPOSITE CAPITAL BUDGET 2011-2016

SERVICE THE ENVIRONMENT SERVICE

	Revised Budget 20-Apr-11	Projected Outturn	Approved Budget	Approved Budget	Approved Budget	Approved Budget	Approved Budget	Approved Total Budget
PROJECT/NATURE OF EXPENDITURE	2010/11 (£'000)	2010/11 (£'000)	2011/12 (£'000)	2012/13 (£'000)	2013/14 (£'000)	2014/15 (£'000)	2015/16 (£'000)	(£'000)
<b>TOTAL BROUGHT FORWARD</b>	<b>11,964</b>	<b>11,964</b>	<b>18,016</b>	<b>12,469</b>	<b>12,100</b>	<b>10,659</b>	<b>11,309</b>	<b>76,517</b>
<u>Support Services</u>								
Computer Hardware Replacement Programme	0	0	70	0	0	0	0	70
<u>Property Development</u>								
DDA Adaptation & Alteration Works Programme	120	120	359	186	186	185	185	1,221
Roof Works	66	66	7	0	0	0	0	73
Window Replacements	37	37	124	0	0	0	0	161
Heating Upgrades/Replacements	587	587	91	0	0	0	0	678
Fire Alarm/Emergency Lights	62	62	33	0	0	0	0	95
Upgrade Lighting	12	12	0	0	0	0	0	12
Rewiring works	64	64	0	0	0	0	0	64
Revenue Contribution (CEEF)	(9)	(9)	0	0	0	0	0	(9)
Toilet Refurbishment	21	21	0	0	0	0	0	21
Parkdale, Dalweem & Beechgrove RHE's	11	11	0	0	0	0	0	11
Property Compliance (Health & Safety) Works programme	569	569	576	301	301	301	302	2,350
Revenue Contribution	(35)	(35)	0	0	0	0	0	(35)
Capital Improvement Projects Programme	0	0	825	907	990	950	1,000	4,672
Energy Conservation & Carbon Reduction Programme	0	0	0	200	200	165	0	565
Swanacres, Kinross	0	0	12	0	0	0	0	12
Life Expired Building Replacement Programme	0	0	0	0	0	0	1,500	1,500
<b>TOTAL CARRIED FORWARD</b>	<b>13,469</b>	<b>13,469</b>	<b>20,113</b>	<b>14,063</b>	<b>13,777</b>	<b>12,260</b>	<b>14,296</b>	<b>87,978</b>

PERTH & KINROSS COUNCIL  
COMPOSITE CAPITAL BUDGET 2011-2016

SERVICE THE ENVIRONMENT SERVICE

	Revised Budget 20-Apr-11	Projected Outturn	Approved Budget	Approved Budget	Approved Budget	Approved Budget	Approved Budget	Approved Total Budget
PROJECT/NATURE OF EXPENDITURE	2010/11 (£'000)	2010/11 (£'000)	2011/12 (£'000)	2012/13 (£'000)	2013/14 (£'000)	2014/15 (£'000)	2015/16 (£'000)	(£'000)
<b>TOTAL BROUGHT FORWARD</b>	<b>13,469</b>	<b>13,469</b>	<b>20,113</b>	<b>14,063</b>	<b>13,777</b>	<b>12,260</b>	<b>14,296</b>	<b>87,978</b>
<u>Refurbishment of Council Depots</u>								
Grounds Maintenance Depots	65	65	0	0	0	0	0	65
<u>Prudential Borrowing Projects</u>								
Energy Conservation - AK Bell Lights	2	2	0	0	0	0	0	2
Dalcruie Landfill Site	0	0	321	0	0	0	0	321
Wheeled Bin Replacement Programme - Kerbside Recycling Service	31	31	0	17	17	0	0	65
Wheeled Bin Replacement Programme - Stores	12	12	0	0	0	0	0	12
Vehicle Replacement Programme	1,755	1,755	5,825	3,786	2,696	2,639	3,000	19,701
Capital Receipts - Vehicle Disposals	(101)	(101)	(390)	(421)	(364)	(264)	(100)	(1,640)
Low Carbon Vehicle Grant Contribution	(92)	(92)	0	0	0	0	0	(92)
Energy Conservation & Carbon Reduction - Waste Reduction	0	0	0	85	85	85	95	350
<u>Commercial Property Investment Programme</u>								
Inveralmond South Business Park - Completion of Landscaping	0	0	60	0	0	0	0	60
Fonab Business Park - Site Servicing & Provision of Units	0	0	20	0	0	0	0	20
Eastern Perthshire - Land Acquisition & Development	0	0	160	0	0	0	0	160
North Muirton Industrial Estate - Site Servicing & Provision of Units	0	0	50	1,912	0	0	0	1,962
Auchterarder - Site Acquisition & Servicing	0	0	0	250	0	0	0	250
Broxden Business Park - Additional Infrastructure	106	106	45	0	0	0	0	151
Western Edge Kinross - Site Acquisition & Servicing	134	134	2,803	0	0	0	0	2,937
Contribution from the Core Composite Programme	0	0	(500)	0	0	0	0	(500)
<b>TOTAL CARRIED FORWARD</b>	<b>15,381</b>	<b>15,381</b>	<b>28,507</b>	<b>19,692</b>	<b>16,211</b>	<b>14,720</b>	<b>17,291</b>	<b>111,802</b>

PERTH & KINROSS COUNCIL  
COMPOSITE CAPITAL BUDGET 2011-2016

SERVICE THE ENVIRONMENT SERVICE

	Revised Budget 20-Apr-11	Projected Outturn	Approved Budget	Approved Budget	Approved Budget	Approved Budget	Approved Budget	Approved Total Budget
PROJECT/NATURE OF EXPENDITURE	2010/11 (£'000)	2010/11 (£'000)	2011/12 (£'000)	2012/13 (£'000)	2013/14 (£'000)	2014/15 (£'000)	2015/16 (£'000)	(£'000)
<b>TOTAL BROUGHT FORWARD</b>	<b>15,381</b>	<b>15,381</b>	<b>28,507</b>	<b>19,692</b>	<b>16,211</b>	<b>14,720</b>	<b>17,291</b>	<b>111,802</b>
Welton Road Depot, Skirmie Ind.Est, Blairgowrie	0	0	25	0	0	0	0	25
Inveralmond Ind. Estate - Contribution to Extension	0	0	0	0	1,000	0	0	1,000
<b>TOTAL</b>	<b>15,381</b>	<b>15,381</b>	<b>28,532</b>	<b>19,692</b>	<b>17,211</b>	<b>14,720</b>	<b>17,291</b>	<b>112,827</b>

PERTH & KINROSS COUNCIL  
COMPOSITE CAPITAL BUDGET 2011-2016

SERVICE CHIEF EXECUTIVE

	Revised Budget 20-Apr-11	Projected Outturn	Approved Budget	Approved Budget	Approved Budget	Approved Budget	Approved Budget	Approved Total Budget
PROJECT/NATURE OF EXPENDITURE	2010/11 (£'000)	2010/11 (£'000)	2011/12 (£'000)	2012/13 (£'000)	2013/14 (£'000)	2014/15 (£'000)	2015/16 (£'000)	(£'000)
BUSINESS CHANGE AND IMPROVEMENT								
<u>Customer First</u>								
Customer Relationship Management (CRM) System	22	22	151	0	0	0	0	173
IIL Schools - ICT Booking System	70	70	183	0	0	0	0	253
CRM - Development of Citizen Account	0	0	0	0	28	0	0	28
<u>Prudential Borrowing</u>								
Blairgowrie Accessibility for Face-to-Face Services	0	0	466	0	0	0	0	466
<b>TOTAL</b>	<b>92</b>	<b>92</b>	<b>800</b>	<b>0</b>	<b>28</b>	<b>0</b>	<b>0</b>	<b>920</b>

**PERTH & KINROSS COUNCIL**

**HOUSING INVESTMENT PROGRAMME: SUMMARY**

**CAPITAL EXPENDITURE IN HOUSING REVENUE ACCOUNT 2011-2016**

<b>SERVICE</b>	<b>2011/12</b>	<b>2012/13</b>	<b>2013/14</b>	<b>2014/15</b>	<b>2015/16</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
Central Heating and Rewiring	1,538	1,597	2,403	3,016	1,900
Double Glazing	0	0	0	0	1,800
Controlled Door Entry	21	525	517	0	0
Internal Modernisation - Kitchen Programme	140	131	135	138	125
Internal Modernisation - Bathroom Programme	128	131	135	138	125
External Fabric Repairs	461	801	827	854	1,000
Energy Efficiency	974	1,376	1,315	1,077	1,200
Multi Story Flats	51	1,051	1,365	1,156	0
<b>STANDARD DELIVERY PLAN SUBTOTAL:</b>	<b>3,313</b>	<b>5,612</b>	<b>6,697</b>	<b>6,379</b>	<b>6,150</b>
Council House New Build Phase 2	462	0	0	0	0
Council House New Build Phase 3	2,059	265	0	0	0
Council House New Build - 25 Houses	0	2,625	2,678	2,731	2,786
Major Adaptations to Council House Stock	250	250	250	250	250
Replacement Lifts	200	200	200	200	200
Other Capital Costs	957	210	210	210	210
Mortgage to Rent	250	250	250	250	250
<b>SUBTOTAL = TOTAL GROSS EXPENDITURE</b>	<b>7,491</b>	<b>9,412</b>	<b>10,285</b>	<b>10,020</b>	<b>9,846</b>
Less: Amount to be funded from Current Revenue (C.F.C.R.)	(2,357)	(2,905)	(3,485)	(3,795)	(4,099)
Less: Amount to be funded from Capital Receipts	(928)	(914)	(899)	(883)	(866)
Less: Other Income	(650)	0	0	0	0
<b>PRUDENTIAL BORROWING REQUIREMENT</b>	<b>3,556</b>	<b>5,593</b>	<b>5,901</b>	<b>5,342</b>	<b>4,881</b>