

# AGENDA



For a meeting of the
<b>RESOURCES POLICY DEVELOPMENT GROUP</b>
to be held on
<b>THURSDAY, 28 NOVEMBER 2013</b>
at
<b>2.30 PM</b>
in
<b>WITHAM ROOM - COUNCIL OFFICES, ST. PETER'S HILL, GRANTHAM. NG31 6PZ</b>
Beverly Agass, Chief Executive

Group Members:	Councillor Jean Bevan, Councillor Nick Craft (Chairman), Councillor Alan Davidson, Councillor Nick Robins, Councillor Bob Sandall, Councillor Trevor Scott (Vice-Chairman) and Councillor Jacky Smith
Portfolio Holders:	Councillor Teri Bryant, Portfolio: Good Housing Councillor Mike Taylor, Portfolio: Strategic Resources - Well Run Council
Support Officer:	Jo Toomey Tel: 01476 40 61 52 E-mail: <a href="mailto:j.toomey@southkesteven.gov.uk">j.toomey@southkesteven.gov.uk</a>

**Members of the Group are invited to attend the above meeting to consider the items of business listed below.**

**1. COMMENTS FROM MEMBERS OF THE PUBLIC**

To receive comments or views from members of the public at the Group's discretion.

**2. MEMBERSHIP**

The Group to be notified of any substitute members.

**3. APOLOGIES**

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**4. DISCLOSURE OF INTERESTS**

Members are asked to disclose any interests in matters for consideration at the meeting.

**5. ACTION NOTES FROM THE MEETING ON 3 OCTOBER 2013**

**(Enclosure)**

**6. UPDATES FROM PREVIOUS MEETING**

Medium Term Financial Strategy bulletin.

**(Enclosure)**

**7. FEEDBACK FROM THE EXECUTIVE**

**8. COMMUNITY ENERGY SCHEMES**

Briefing note on community energy schemes.

**(Enclosure)**

**9. FEES AND CHARGES PROPOSALS 2014/15**

Report number HOF257 by the Head of Finance.

**(Enclosure)**

**10. FINANCIAL REPORT FOR 2013/14 - MONITORING INFORMATION**

Report number HOF259 by the Head of Finance.

**(Enclosure)**

**11. REPORTS FROM WORKING GROUPS**

Update by Head of Property Development on Pay by Mobile

**12. WORK PROGRAMME**

**(Enclosure)**

**13. ANY OTHER BUSINESS, WHICH THE CHAIRMAN, BY REASONS OF SPECIAL CIRCUMSTANCES, DECIDES IS URGENT.**

## MEETING OF THE RESOURCES POLICY DEVELOPMENT GROUP

THURSDAY, 3 OCTOBER 2013 2.30 PM



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### GROUP MEMBERS PRESENT

Councillor Jean Bevan  
Councillor George Chivers  
Councillor Alan Davidson  
Councillor Nick Robins

Councillor Bob Sandall  
Councillor Trevor Scott (Vice-Chairman,  
in the Chair)  
Councillor Jacky Smith

### PORTFOLIO HOLDER

Councillor Teri Bryant, Portfolio: Good Housing  
Councillor Mike Taylor, Portfolio: Strategic Resources - Well Run Council

### OFFICERS

Strategic Director (Daren Turner, Tracey Blackwell)  
Head of Finance (Richard Wyles)  
Head of Assets (Paul Stokes)  
Property Services Manager (Liz Banner)  
Community Engagement & Policy Development Officer (Carol Drury)  
Principal Democracy Officer (Jo Toomey)

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### 21. MEMBERSHIP

The PDG was notified that Councillor Chivers would be substituting for Councillor Craft for this meeting only.

### 22. DISCLOSURE OF INTERESTS

No interests were disclosed.

### 23. ACTION NOTES FROM THE MEETING HELD ON 25 JULY 2013

The action notes from the meeting held on 25 July 2013 were noted.

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## **24. UPDATES FROM PREVIOUS MEETING**

### Equality analysis on Corporate Debt Management Framework

The Head of Finance confirmed that this equality analysis had been completed.

### Car parking – breakdown of spaces

A paper showing the breakdown of available car parking spaces and occupancy in Grantham was circulated with the agenda. It also included a breakdown of parking spaces for all of the Council-owned car parks across the district together with the parking charges for each of them.

## **25. FEEDBACK FROM THE EXECUTIVE**

The Good Housing Portfolio Holder gave members an update on arrangements for the delivery of the Supporting People Service.

The Strategic Resources – Well Run Council Portfolio Holder told the PDG that, after consideration of its recommendations on the Local Authority Mortgage Scheme, Cabinet recommended to Council that the scheme be extended through a further £1m deposit with Lloyds and that the maximum loan size should increase to £147,250. This would only be available after the whole of the initial deposit was used. Cabinet also recommended that the authority consider other lenders, including Teachers Building Society (which had subsequently withdrawn from the scheme). Discussions were underway to extend the scheme through Mansfield Building Society.

PDG members were also informed that Cabinet had approved the local business support scheme, which had previously been considered by the PDG. The panel for deciding applications would comprise the Grow the Economy – Economic Development Portfolio Holder, the Strategic Resources – Well Run Council Portfolio Holder, the Chairman of the Resources PDG (or nominated representative from the PDG) and an officer from the Economic Development team.

## **26. QUESTION WITHOUT DISCUSSION**

One question had been referred to the PDG from the Council meeting held on 12 September 2013. Members were informed that Councillor Morgan had received a full, written response.

## **27. WELFARE REFORM**

Members received an update on the impact of the spare bedroom subsidy, localised council tax support and business rate retention.

Officers were monitoring the impact of the spare bedroom subsidy and

analysing its impact on tenants. 369 of the 829 tenants affected were in arrears. Officers were working with those tenants in order to reach suitable arrangements to pay the amounts due accepting that formal recovery processes would be followed as necessary.. Councillors were informed that the Council had received an increase in the Discretionary Housing Payment from government, 60% of which was being used to support residents affected by the spare bedroom subsidy.

Following the localisation of council tax support, the authority's caseload of 11,000, comprised 4,000 people of working age who would experience the effects of the changes. Officers reported that there had been increases in the number of reminders, summonses and liability orders that had been issued.

The technical changes to council tax that placed a premium on properties that had been empty for long periods had contributed to a reduction in the number of long-term empty properties.

At the time of the meeting, business rate collection was achieving the target level however there had been increases in reminders, summonses and liability orders issued.

Members expressed concerns about the impact of the spare room subsidy on tenants and asked how many residents affected by the changes had asked to move. It was suggested that the Council raises it's concerns about those individuals who were prepared to move but could not because no suitable alternative accommodation was available. The PDG agreed it would be appropriate to send a letter to the MP to record their concerns about the impact of the spare bedroom subsidy. Members considered whether sending the letter from the Portfolio Holder or the Council would have greater impact but agreed that in the first instance it should be sent from the chairman of the PDG.

There was further concern about the availability of properties with one-bedroom (both Council-owned and in the private sector). The Portfolio Holder informed members of a building programme to develop additional council housing and asked for a recommendation on the number of bedrooms in the property. The consensus of members was that there should be a greater weighting of single-bedroom properties but it was important to ensure sufficient two-bedroom properties for people who might require overnight care.

***Recommendation:***

- 1. That the building programme for new council housing should include a greater weighting of one-bedroom properties  
That a letter should be sent to the MP from the Chairman of the PDG expressing concerns about the impact of the spare bedroom subsidy.***

## **28. FEES AND CHARGES - CAR PARKING**

Members noted report number HOF254 by the Head of Finance on fees and charges for car parking. The Head of Finance informed Councillors that there was a projected shortfall in car parking income in 2013/14. PDG members briefly discussed the report.

Officers also reported that the impact of civil parking enforcement had differed between Grantham and Stamford. There was little change to parking habits in Grantham while Stamford had seen an increase in long-stay parking but a decrease in short-stay parking in the Council operated car parks. This was attributed to increased availability of short-stay on-street parking. When members reviewed parking charges, they would need to consider strategic objectives of the charge: covering the cost of the service and influencing customer behaviour.

A workshop for PDG members to discuss all fees and charges was planned for Friday 1 November 2013.

## **29. MEDIUM TERM FINANCIAL STRATEGY**

A copy of the draft Medium Term Financial Strategy was circulated to members for information. It would be considered by the Cabinet at its meeting on Monday 7 October 2013.

## **30. FINANCIAL REPORT FOR 2013/14 - MONITORING INFORMATION**

The Head of Finance presented report number HOF252 which provided a financial update for Members. The report provided information to the end of July 2013. Members were advised that the projected outturn was just below the forecast level. The report summarised key variances to date. Those particularly drawn to the attention of members were:

- the reduction in market income
- savings as a result of new leisure trust arrangements
- income from the Georgian Festival ticket sales
- delays to the public realm scheme for St. Peter's Hill, Grantham, with funding rolling forward to 2014/15
- lower than budgeted levels of income from development management and building control
- increased budget provision required as a result of changes to the dry recyclable contract

The Housing Revenue Account showed a projected overspend of £87,000. The current void rate of 0.84% was below the 1.5% target and officers suggested that, following good performance for a two-year period, it might be appropriate to budget at 1% in 2014/15.

Officers stated that both the HRA and General Fund Capital Programmes were ambitious, which led to an anticipated underspend against the General Fund Programme.. Any underspend against individual projects would roll forward to the next financial year; slippage was attributed to the complexity of the projects. No significant slippage was anticipated in the HRA Capital Programme.

A brief update was given on performance of the Local Authority Mortgage Scheme. Since its inception 40 offers had been made, with 24 completions as at 31 July 2013. Members were informed that currently Lloyds had suspended the scheme for new deposits as it was one of the main sponsors of the Government's Help to Buy scheme.

### **31. HOUSING REVENUE ACCOUNT - PROGRESS ON ASSET MANAGEMENT PLAN**

The Head of Community Assets and the Property Services Manager presented report number RIM0320 on the review of the Housing Revenue Account Asset Management Strategy. The report listed 7 principles around which the strategy was being structured. Officers summarised each of these principles and Members were asked whether they supported them.

- South Kesteven Standard – to provide a service for tenants which exceeds the Decent Homes Standard – deliverable at no additional cost to the authority and intended to achieve savings by reducing responsive repairs. Also proposed was a void property standard which covered arrangements for repairs and checks being undertaken before properties are re-let
- Energy efficiency – the goal was to get all of the authority's properties within Energy Rating Bands A to D. 81% already fell within these bands and grant funding had been secured to improve the banding of a further 5%
- Repairs and maintenance – covering all aspects of repairs and maintenance
- Meeting particular needs – to implement an action plan to ensure sheltered housing accommodation was fit for purpose following a condition survey
- Business resilience – reviewing, appraising and categorising stock to understand its relative performance and contribution to the HRA business plan
- Development and regeneration potential – identifying land whether HRA, General Fund or non-council to build additional homes to increase the number of Council owned/managed properties available
- Performance

Members discussed in particular the void property standard and the level of work required before it could be re-let. In most instances councillors felt that basic redecoration work was sufficient to provide a neutral canvas for the tenant to personalise. Members were mindful, however, of those tenants who

were unable to redecorate themselves. Councillors suggested that some provision for redecoration should remain.

The PDG agreed with the principles laid out in the report.

### **32. WORK PROGRAMME**

Members noted the work programme and decisions bulletins that had been circulated with the agenda. Councillors were notified that an item on the HRA business plan would be included on the agenda for the meeting on 26 November 2013.

### **33. CLOSE OF MEETING**

The meeting closed at 16:35.

## RESOURCES PDG – DECISIONS BULLETIN

28TH NOVEMBER 2013

### DECISION

#### 7.10.13 MEDIUM TERM FINANCIAL STRATEGY 2013/14 - 2017/18

**Cabinet recommends to Council the Medium Term Financial Strategy (MTFS) for the period 2013/14 – 2017/18.**

### CONSIDERATIONS/REASONS FOR DECISION:

- 1) Report HOF253 from the Strategic Director Corporate Focus and the Head of Finance.
- 2) The MTFS sets out the Council's strategic approach to the management of its finances in order to deliver its stated priorities as laid out in the Councils Corporate Plan.
- 3) The MTFS presented indicative budget levels which included assumptions around Council Tax and Government grant over the medium term together with a cyclical review of Fees and Charges.
- 4) It highlighted significant financial risks facing the Council in forthcoming years and what the Council was doing to reduce those risks to ensure the plans were robust, realistic, achievable, deliverable and fully funded.
- 5) Work on the MTFS had been carried out with Cabinet Members and the Resources PDG.
- 6) Two main principles were incorporated into the MTFS, the delivery of efficiencies and the transformation plan and the delivery of treasury management, capital framework and the asset review.
- 7) The Capital Framework was outlined within the MTFS showing the spending proposals for the five year period and how the Council's resources would fund the programme.
- 8) The pooling of business rates was still under discussion, although a decision had to be made by 31st October. It had been agreed that a decision on whether or not to join the Lincolnshire organisation (Lincolnshire County Council, South Holland District Council and North Kesteven District Council) would be made by way of an urgent key decision by the Portfolio Holder Strategic Resources.
- 9) Comments made at the meeting from the Portfolio Holder Strategic Resources thanking the Officers and their teams for their hard work in compiling the MTFS.
- 10) Comments made by the Leader on the current situation with the Pooling of business rates.
- 11) Comments made by the Strategic Director and the Leader about the New Homes Bonus and where the actual funding came from.
- 12) Comments made by the Head of Finance on grants that were no longer funded by the Government (Better Homes and Empty Homes).

## Briefing Note – Update on Utilisation of Community Energy Schemes and Oil Bulk Buying

### 1. PURPOSE OF THE REPORT

To update Resources PDG on the potential to utilise a collective fuel switching project and a collective oil bulk buying project.

### 2. BACKGROUND

The issue of fuel poverty throughout the country is becoming more prevalent. The increased inflation and loss of savings due to the economic crisis and increasing fuel prices have combined to put more households at risk. In addition, other influences, such as energy efficient buildings, under occupancy and isolation from more affordable fuel supplies can all contribute to the problem. One potential, is for households to participate in collective fuel switching schemes or a collective oil bulk buying project.

### 3. DETAIL

#### Collective Switching Schemes

Collective switching schemes offer communities the opportunity to reduce their energy bills by negotiating a group discount with a supplier. Furthermore, collective switching schemes avoid creating direct risk to the Council as interim companies run the overall process and liaise directly with the energy suppliers on the resident's behalf.

A nationwide scheme is now being run by 'iChoosr', which offers greater consumer leverage and attracts larger energy suppliers.

iChoosr is the inspiration behind collective switching schemes in The Netherlands and Belgium and are now used in the UK. iChoosr specialise in collective customer auctions whereby it uses people power as a bargaining chip to negotiate a lower energy deal with power providers.

Householders (social housing tenants, owners and private tenants) interested in taking part are informed by their local authority and directed to the statement-of-interest website run by iChoosr. The bidders are only informed of the number of interested households and the identity of the householders remains anonymous. The lowest offer is relayed to the householders by iChoosr and those who wish to switch are put in contact with the supplier. Regardless of the number of householders in the scheme who accept, the energy supplier must honour its offer.

All energy contracts will ultimately be between the supplier and householder. Householders are only required to sign up once the auction has completed and the price is known.

The schemes run by iChoosr are free to join and iChoosr undertake the necessary setting up processes with the local authorities.

The contribution from the local authority using iChoosr is mainly in officer time to set up the website access for householders and promote the scheme. Experience from Breckland has shown that there are many households who have not switched fuel providers before so there is the need to provide information to householders, as well as

supporting those who do not have any internet access to undertake their registration on to the scheme.

South Holland District Council have already implemented the scheme with iChoosr and at an auction in November 2012, 270 residents in South Holland switched energy suppliers, yielding annual projected savings of £171 per household, an aggregate saving of more than £46,000. In addition, more than 18,000 households have signed up for the second auction.

Similar schemes throughout the country have averaged savings of between £50 and £200 per household, per annum.

### Oil Bulk Buying Project

The Council has 3 properties served by oil. These are located in rural locations.

The benefits of householders joining an Oil Buying Group are:

- Membership is free and without obligation to order
- Transport cost savings are passed to the customer in the form of lower oil prices for all customers
- Regular deliveries
- Advance delivery notice of upcoming delivery dates to enable the customer plan for future deliveries
- Minimum order of 500 litres and no price differential with larger delivery amounts. Everyone benefits from the group prices
- Reduced carbon emissions and 'tanker traffic' in the community
- Monthly budget plan payments available

A local supplier currently has in excess of 600 buying groups between Yorkshire and Northamptonshire and in villages where numbers of oil fuelled properties exist; villages are grouped together for distribution purposes. The villages where South Kesteven District Council own properties heated by oil are covered by this local supplier on the bulk buying group. In addition, many other villages in the district are also supplied by this provider.

## **4. RECOMMENDATIONS**

- That Resources PDG considers opportunities for fuel switching and the associated role of SKDC and the option for bulk purchasing on 3 properties currently served by oil.

**REPORT OF:** Liz Banner/Liz Bishop – Property Services  
**DATE:** 28<sup>th</sup> November 2013

## REPORT TO RESOURCES PDG

**REPORT OF: HEAD OF FINANCE**

**REPORT NO: HOF257**

**DATE: 28th November 2013**

<b>TITLE:</b>	<b>FEES AND CHARGES PROPOSALS 2014/15</b>	
<b>KEY DECISION OR POLICY FRAMEWORK PROPOSAL:</b>	None	
<b>PORTFOLIO HOLDER: NAME AND DESIGNATION:</b>	Cllr Mike Taylor Assets and Resources Portfolio Holder	
<b>CONTACT OFFICER:</b>	Richard Wyles, Head of Finance <a href="mailto:r.wyles@southkesteven.gov.uk">r.wyles@southkesteven.gov.uk</a> 01476 406210	
<b>INITIAL IMPACT ASSESSMENT:</b>	Carried out and Referred to in paragraph (7) below:	Full impact assessment Required:
<b>Equality and Diversity</b>		No
<b>FREEDOM OF INFORMATION ACT:</b>	This report is publicly available via the Your Council and Democracy link on the Council's website: <a href="http://www.southkesteven.gov.uk">www.southkesteven.gov.uk</a>	
<b>BACKGROUND PAPERS</b>		

### 1. RECOMMENDATION

Resources PDG is asked to consider the proposed fees and charges for 2014/15 and make the following specific recommendations to Cabinet:

- Car Parking – maintain current parking tariffs
- Bus stations – inflationary increase only
- Grantham cycle centre – inflationary increase only
- Building Control – increase in hourly to achieve service breakeven
- Markets – inflationary increase to Stamford and Bourne market charges
- Arts centres – inflationary increase only
- Corn Exchange – maintain current charges
- Green waste collection – maintain current charges
- Bulky waste collection – increase by £1 for first item collected
- Licensing – increase in line with achieving service breakeven
- Outdoor recreation – inflationary increase only
- Grantham cemetery – inflationary increase only

- Land Charges – inflationary increase
- Pre-planning advice – inflationary increase but maintain current charge for householder advice

All to be effective from 1<sup>st</sup> April 2014.

## **2. PURPOSE OF THE REPORT**

- 2.1 The fees and charges proposals for 2013/14 have been compiled by the Resources PDG and need to be taken into consideration as part of the budget compilation for the 2013/14 budget framework.

## **3. DETAILS OF REPORT**

- 3.1 The Resources PDG have been reviewing fees and charges as a key element of their 2013/14 work plan and have previously developed a corporate fees and charges framework which was approved by Cabinet in October 2012. To further support the work the PDG has fully utilised the fees and charges benchmarking report that was compiled by Deloitte which assisted in identifying variances in charges and opportunities to review pricing strategies.

Service managers have been utilising the framework and the benchmarking toolkit to undertake a fundamental review of the current published fees. The proposed fees for 2014/15 were considered by the PDG at a member workshop on 1 November 2013 and the outcomes of the workshop are provided in the report.

### **3.2 Car parking**

Members considered the proposals in detail at their meeting on 3 October 2013 and recommended that car parking charges remain at the current level for 2014/15 in order to allow time for a comprehensive review of all car parking (on-street, off-street and private sector provision) specifically to understand the behaviour changes that have occurred following the introduction of civilian parking enforcement in South Kesteven.

### **3.3 Bus stations**

Members noted the last increase was in April 2011 and to ensure service costs are recouped it is recommended to apply an inflationary increase to departure charges from April 2014.

### **3.4 Cycle centres**

It is recommended to increase the charges by 50p on small locker charge and £1 on big locker charge. This increase reflects the projected increase in the operational costs of the facility.

### 3.5 Building control

Given the difficult trading environment the service operates in, it is necessary to review the hourly rate charge in order to achieve a break-even trading position. It is also recommended to publish only indicative rates but to allow the service to negotiate rates (where permitted) based on the nature of the works to be undertaken.

### 3.6 Markets

Members considered the market pitch rates and were reminded that Grantham market was implementing a recovery plan following the improvements works in the Market Plan and Wide Westgate which caused disruption to the service for a temporary period. Therefore it is recommended to maintain rates at the current level for 2014/15 but apply inflationary increases to Stamford and Bourne charges.

### 3.7 Cultural/Arts Centres/Bourne Corn Exchange

It is proposed to apply inflationary increases at both arts centres but maintain current charges at Bourne Corn Exchange as the service is in the process of attracting back customers following the temporary closure of the facility for the Access Point works.

### 3.8 Street scene

Members were supportive of maintaining existing fees for the Green Waste service but recommended a modest increase of £1 to bulky waste collection (first item only) reflecting that the charge had not been increased since 2003 and service costs had increased since the last review.

### 3.9 Environmental Health fees

It is recommended to apply inflationary increases in order to maintain a cost recovery position but to introduce a new charge in respect of the first night kennelling charge – this is to be set at a level that will recover the administration and associated kennelling costs.

### 3.10 Licences – General

The charges are based on a cost-recovery model and it is proposed inflationary increases are applied to maintain a cost recovery position. However some charges proposed are slightly higher than inflation (knowledge test, admin charge and animal licence) to ensure the costs incurred in providing these services are recovered.

### 3.11 Licences – gambling

It is recommended to apply inflationary increases to gambling licences specifically bingo, adult gaming, family entertainment centres, betting premises and miscellaneous licences to achieve a cost recovery position.

### 3.12 Outdoor recreation

It is recommended to increase charges in line with inflation for the 2014/15 financial year in order to reflect the increase in operational costs of providing the service, specifically grounds maintenance.

### 3.13 Grantham Cemetery – Special Expense Area

It is recommended to increase charges in line with inflation for the 2014/15 financial year in order to reflect the increase in operational costs of providing the service, specifically grounds maintenance.

### 3.14 Land charges

It is recommended to increase charges in line with inflation for the 2014/15 financial year in order to maintain a full cost recovery position.

### 3.15 Planning – pre-planning charges

These charges were introduced in April 2013 and have been successfully implemented in the year. It is proposed to apply an inflationary increase to the published charges but to maintain the householder charge at the current level.

Charges that are proposed to increase in line with inflation are based on the September 2013 RPI figure of 3.1%.

## **4. OTHER OPTIONS CONSIDERED**

N/A

## **5. RESOURCE IMPLICATIONS**

The fees and charges are compiled as part of the budget setting process.

## **6. RISK AND MITIGATION (INCLUDING HEALTH & SAFETY AND DATA QUALITY)**

N/A

## **7. ISSUES ARISING FROM EQUALITY IMPACT ASSESSMENT**

This will be considered as part of the introduction of the changes in fees and charges.

**8. CRIME AND DISORDER IMPLICATIONS**

None

**9. COMMENTS OF FINANCIAL SERVICES**

Financial considerations are included in the report.

**10. COMMENTS OF LEGAL AND DEMOCRATIC SERVICES**

The Council has the power to charge for the delivery of discretionary services in accordance with s.93 of the Local Government Act 2003. The power to charge is available provided the income received does not exceed the cost of the provision of the service.

**11. APPENDICES:**

Proposed fees and Charges 2014/15

	Detail	Effective Date	2013/14 £	2014/15 £	VAT
	<b>CAR PARKS - GRANTHAM</b>				
1	SHORT STAY (EXCEPT WHARF ROAD)				
	Up to 30 mins	01/04/10	0.50	0.50	Inclusive
	Up to 1 hour	01/04/10	0.80	0.80	Inclusive
	Up to 2 hours	01/04/10	1.30	1.30	Inclusive
	Up to 3 hours	01/04/10	1.80	1.80	Inclusive
	Up to 4 hours	01/04/10	3.00	3.00	Inclusive
	Over 4 hours	01/04/10	4.00	4.00	Inclusive
	SHORT STAY Wharf Road Grantham				
	Up to 30 mins	01/04/10	0.50	0.50	Inclusive
	Up to 1 hour	01/04/10	0.80	0.80	Inclusive
	Up to 2 hours	01/04/10	1.30	1.30	Inclusive
	Up to 3 hours	01/04/10	1.80	1.80	Inclusive
	Up to 4 hours	01/04/10	6.00	6.00	Inclusive
	Over 4 hours	01/04/10	8.00	8.00	Inclusive
2	LONG STAY				
	Up to 3 hours	01/04/10	1.80	1.80	Inclusive
	Up to 4 hours	01/04/10	2.50	2.50	Inclusive
	All day	01/04/10	3.00	3.00	Inclusive
3	LONG STAY SEASON TICKETS (Monday to Friday)				
	Per quarter	01/04/10	99.00	99.00	Inclusive
	Per 6 months	01/04/10	190.00	190.00	Inclusive
4	LONG STAY SEASON TICKETS (Monday to Saturday)				
	Per quarter	01/04/10	120.00	120.00	Inclusive
	Per 6 months	01/04/10	230.00	230.00	Inclusive
	Season Ticket Discount Offer	Purchase	Additional Tickets Free		
		4	1.00		
		8	2.00		
		15	5.00		
5	PENALTY CHARGE NOTICES				
	Failure to display	01/04/13	70.00	70.00	O/Scope
	Fine after discount for Payment in 14 days	01/04/13	35.00	35.00	O/Scope
	Parking for longer etc	01/04/13	50.00	50.00	O/Scope
	Fine after discount for Payment in 14 days	01/04/13	25.00	25.00	O/Scope

	Detail	Effective Date	2013/14 £	2014/15 £	VAT
	<b>CAR PARKS - STAMFORD</b>				
1	SHORT STAY				
	Up to 30 mins	01/04/10	0.50	0.50	Inclusive
	Up to 1 hour	01/04/10	0.80	0.80	Inclusive
	Up to 2 hours	01/04/10	1.30	1.30	Inclusive
	Up to 3 hours	01/04/10	1.80	1.80	Inclusive
	Up to 4 hours	01/04/10	3.00	3.00	Inclusive
	Over 4 hours	01/04/10	4.00	4.00	Inclusive
2	LONG STAY				
	Up to 3 hours	01/04/10	1.80	1.80	Inclusive
	Up to 4 hours	01/04/10	2.50	2.50	Inclusive
	All day	01/04/10	3.00	3.00	Inclusive
3	COACH PARKING (ALL DAY) Cattle Market	01/04/10	10.00	10.00	Inclusive
4	LONG STAY SEASON TICKETS (Monday to Friday)				
	Per quarter	01/04/10	99.00	99.00	Inclusive
	Per 6 months	01/04/10	190.00	190.00	Inclusive
5	LONG STAY SEASON TICKETS (Monday to Saturday)				
	Per quarter	01/04/10	120.00	120.00	Inclusive
	Per 6 months	01/04/10	230.00	230.00	Inclusive
	Season Ticket Discount Offer				
		Purchase	Additional Tickets Free		
		4	1.00		
		8	2.00		
		15	5.00		
6	PENALTY CHARGE NOTICES				
	Failure to display	01/04/13	70.00	70.00	O/Scope
	Fine after discount for Payment in 14 days	01/04/13	35.00	35.00	O/Scope
	Parking for longer etc	01/04/13	50.00	50.00	O/Scope
	Fine after discount for Payment in 14 days	01/04/13	25.00	25.00	O/Scope

	Detail	Effective Date	2013/14 £	2014/15 £	VAT
	<b>BUS STATION - GRANTHAM</b>				
1	Per Departure	01/04/11	0.75	0.77	Inclusive
2	<u>Minimum Charge</u> 1-75 departures per annum	01/04/11	50.00	51.00	Inclusive
	<b>BUS STATION - STAMFORD</b>				
3	Per Departure	01/04/11	0.75	0.77	Inclusive
4	<u>Minimum Charge</u> 1-75 departures per annum	01/04/11	50.00	51.00	Inclusive
	<b>BUS STATION - BOURNE</b>				
5	Per Departure	01/04/11	0.75	0.77	Inclusive
6	<u>Minimum Charge</u> 1-75 departures per annum	01/04/11	50.00	51.00	Inclusive

	Detail	Effective Date	2013/14 £	2014/15 £	VAT
<b>CYCLE CENTRE AT ST CATHERINE'S ROAD GRANTHAM</b>					
1	<u>13 weeks charge</u>				
	Small locker	01/04/14	27.00	27.50	Inclusive
	Large locker	01/04/14	32.50	33.50	Inclusive
2	<u>26 weeks charge</u>				
	Small locker	01/04/14	42.00	43.00	Inclusive
	Large locker	01/04/14	53.00	54.50	Inclusive
3	<u>52 weeks charge</u>				
	Small locker	01/04/14	62.00	63.50	Inclusive
	Large locker	01/04/14	76.00	78.00	Inclusive
4	Deposit for entry key and locker key	01/04/14	10.80	11.00	Inclusive

Detail									
Category of work	Full Plans Application						Building Notice Applications		
	Plan Charge			Inspection Charge			Building Notice Charge		
	Net Charge £	VAT £	Gross Charge £	Net Charge £	VAT £	Gross Charge £	Net Charge £	VAT £	Gross Charge £
Renovation of a thermal element to a single existing dwelling (eg external insulation)	180.00	36.00	216.00	NA	NA	NA	180.00	36.00	216.00
Replacement of windows/external doors of an existing dwelling (where all are replaced at the same time)	150.00	30.00	180.00	NA	NA	NA	150.00	30.00	180.00
Any electrical work to a dwelling other than a complete rewire	180.00	36.00	216.00	NA	NA	NA	180.00	36.00	216.00
Electrical work involving the complete re-wiring of an existing dwelling	250.00	50.00	300.00	NA	NA	NA	250.00	50.00	300.00
Removal of a single load bearing wall or chimney stack in an existing dwelling	180.00	36.00	216.00	NA	NA	NA	180.00	36.00	216.00
Installation of PV panels or solar heating system to an existing dwelling	150.00	30.00	180.00	NA	NA	NA	150.00	30.00	180.00
Installation of a controlled fitting to an existing dwelling	180.00	36.00	216.00	NA	NA	NA	180.00	36.00	216.00
Re-roofing of an existing dwelling	180.00	36.00	216.00	NA	NA	NA	180.00	36.00	216.00
Work for which the estimated cost is up to £2,000	180.00	36.00	216.00	NA	NA	NA	180.00	36.00	216.00
Work for which the estimated cost is over £2,000 and up to £5,000	225.00	45.00	270.00	NA	NA	NA	225.00	45.00	270.00

For any work not covered in the above table, please contact us on 01476 406187 or e-mail [bcontrol@southkesteven.gov.uk](mailto:bcontrol@southkesteven.gov.uk) for a quotation.

	Detail	Effective Date	2013/14 £	2014/15 £	VAT
	<b>BUILDING CONTROL CHARGES</b>				
1	<u>Ordnance Survey Plans</u>				
	Building Regs application site plans				
	Scale 1 - 500 rural & urban (up to 6 No.)	01/04/14	10.25	10.55	Zero rated
	Scale 1 - 1250 rural & urban (up to 6 No.)	01/04/14	26.70	27.50	Zero rated
	Scale 1 - 1250 rural & urban (7-8 No.)	01/04/14	28.70	29.55	Zero rated
	Scale 1 - 1250 rural & urban (9-10 No.)	01/04/14	32.85	33.80	Zero rated
	Scale 1 - 1250 rural & urban (11 No.)	01/04/14	36.95	38.05	Zero rated
	Scale 1 - 2500 rural & urban (up to 6 No.)	01/04/14	26.70	27.50	Zero rated
	Scale 1 - 2500 rural & urban (7-8 No.)	01/04/14	28.70	29.55	Zero rated
	Scale 1 - 2500 rural & urban (9-10 No.)	01/04/14	32.85	33.80	Zero rated
	Scale 1 - 2500 rural & urban (11 No.)	01/04/14	36.95	38.05	Zero rated
	Scale 1 - 2500 urban starts at £52 (but this scale is not required)				
2	<u>Plans and drawings produced in Dept. - Copies</u>				
	Copies of building control notices are available upon request.				

	Detail	Effective Date	2013/14 £	2014/15 £	VAT
<b>MARKETS - GRANTHAM</b>					
1	Standard Stall (3.05m x 1.22m)	01/04/12	21.50	21.50	Exempt
	Standard Casual Stall (3.05m x 1.22m)	01/04/12	23.50	23.50	Exempt
2	Pitch (3.05m x 3.05m)	01/04/12	20.00	20.00	Exempt
	Casual Pitch (3.05m x 3.05m)	01/04/12	20.50	20.50	Exempt
	Hot food units	01/04/12	23.50	23.50	Exempt
3	<u>Vehicles parked for storage</u>				
	Cars and light vans	01/04/12	6.40	6.40	Inclusive
	Large vehicles	01/04/12	9.80	9.80	Inclusive
<b>MARKETS - STAMFORD</b>					
4	Standard Stall (3.05m x 1.22m)	01/04/14	23.00	23.50	Exempt
	Standard Casual Stall (3.05m x 1.22m)	01/04/14	25.50	26.00	Exempt
5	Pitch (3.05m x 1.22m)	01/04/14	20.50	21.00	Exempt
	Casual Pitch (3.05m x 3.05m)	01/04/14	22.50	23.00	Exempt
	Hot food units	01/04/14	25.50	26.00	Exempt
6	Craft fair - Table	01/04/14	23.50	24.00	Exempt
7	Craft fair - Stall	01/04/14	28.50	29.00	Exempt
8	<u>Vehicles parked for storage</u>				
	Cars and light vans	01/04/14	6.40	6.50	Inclusive
	Large vehicles	01/04/14	9.80	10.00	Inclusive
<b>MARKETS - BOURNE</b>					
9	Standard Stall (3.05m x 1.22m)	01/04/12	18.50	18.50	Exempt
	Standard Casual Stall (3.05m x 1.22m)	01/04/12	19.50	19.50	Exempt
10	Pitch (3.05m x 3.05m)	01/04/12	15.50	15.50	Exempt
	Casual Pitch (3.05m x 3.05m)	01/04/12	15.50	15.50	Exempt
11	<u>Vehicles parked for storage</u>				
	Cars and light vans	01/04/12	6.40	6.40	Inclusive
	Large vehicles	01/04/12	9.80	9.80	Inclusive
12	Hire of stall for private function (collection only)*	01/04/12	10.30	10.60	Exempt
13	<b>FOR ALL MARKETS</b>				
	Farmers market - supply of stall cover in addition to standard stall charge	01/04/07	1.00	1.00	Exempt
	Fruit and Veg Excessive Waste Surcharge	01/04/10	£5 / Stall	£5 / Stall	

	Detail	Effective Date	2013/14 £	2014/15 £	VAT
	<b>ARTSCENE MEMBERSHIP - ARTS CENTRES</b>				
1	<u>Annual membership</u>				
	Individual	01/04/13	19.00	19.00	Inclusive
	Double	01/04/13	24.00	24.00	Inclusive
	<b>STAGED PERFORMANCES</b>				
	The theatres and ballrooms are available for hire for theatrical productions, concerts, lectures, demonstrations, films and other performing arts events. Prices are below:				
	<b>Guildhall Arts Centre, Grantham</b>				
2	<u>Theatre Hire</u>				
	Performances - Commercial	01/04/14	292.00	300.00	Exempt
	Performances - Non Profit making	01/04/14	241.00	248.00	Exempt
	Dress rehearsals	01/04/14	191.00	196.00	Exempt
	Rehearsals (incl tech)	01/04/14	122.00	125.00	Exempt
	Lecture/demonstrations (Daytime)	01/04/14	90.00	92.00	Exempt
	Lecture/demonstrations (Evening)	01/04/14	196.00	201.00	Exempt
	Set up charge/technical support (max. 8 hours)	01/04/14	122.00	125.00	Exempt
	<b>Stamford Arts Centre</b>				
2	<u>Theatre Hire</u>				
	Performances - Commercial	01/04/14	308.00	317.00	Exempt
	Performances - Non Profit making	01/04/14	267.00	275.00	Exempt
	Dress rehearsals	01/04/14	191.00	196.00	Exempt
	Rehearsals (incl tech)	01/04/14	122.00	125.00	Exempt
	Lecture/demonstrations (Daytime)	01/04/14	90.00	92.00	Exempt
	Lecture/demonstrations (Evening)	01/04/14	196.00	201.00	Exempt
	Set up charge/technical support (max. 8 hours)	01/04/14	122.00	125.00	Exempt
	Technical surcharge per hire	01/04/14	53.00	54.00	Exempt
3	<b>Bourne Corn Exchange</b>				
	<u>Theatre Hire - Main Hall</u>				
	Performances	01/04/13	118.00	118.00	Exempt
	Dress Rehearsals	01/04/13	93.00	93.00	Exempt
	Rehearsals	01/04/13	77.00	77.00	Exempt
	Set up charge/technical support (max. 8 hours)	01/04/13	118.00	118.00	Exempt
	Performers Rights Society charges may be applicable in addition to the above rates				
	Hire conditions are available giving details of equipment and support offered; quotations provided on request.				

	Detail	Effective Date	2013/14 £	2014/15 £	VAT
<b>WEDDING RECEPTIONS, PARTIES AND OTHER ROOM HIRE</b>					
All three venues are available for wedding parties and similar functions. Packages are available to include provision of bars and catering. Prices are below.					
5	<b>Guildhall Arts Centre, Grantham</b>				
	<u>Casually let rooms (per hour)</u>				
	Ballroom - day rate up to 6pm	01/04/14	33.00	33.00	Exempt
	Ballroom - hourly evening rate 6 to 11pm	01/04/14	53.00	54.00	Exempt
	Ballroom - whole evening 6 to 11pm parties	01/04/14	277.00	285.00	Exempt
	Ballroom - whole evening 6 to 11pm concerts	01/04/14	221.00	227.00	Exempt
	Ballroom - (all day) Wedding rate	01/04/14	431.00	443.00	Exempt
	Ballroom - (all day) Wedding rate including setting up charge previous evening	01/04/14	713.00	734.00	Exempt
	Use of ballroom kitchen per day	01/04/14	53.00	54.00	Exempt
	<u>Meeting rooms (per hour)</u>				
	Newton room	01/04/13	27.00	27.00	Exempt
	Studio 4	01/04/13	22.00	22.00	Exempt
6	<b>Bourne Corn Exchange</b>				
	<u>Casually let rooms</u>				
	Main hall - hourly rate	01/04/13	36.00	36.00	Exempt
	Main hall - Friday or Saturday whole evening 6pm-12pm incl prem rate	01/04/13	267.00	267.00	Exempt
	Main hall - (all day) 9am to 12pm excluding kitchen	01/04/13	420.00	420.00	Exempt
	Kitchen hire (use of kitchen area excluding equip)*	01/04/13	64.00	64.00	Exempt
	Kitchen hire (full use of kitchen and equipment including crockery and cutlery etc)*	01/04/13	120.00	120.00	Exempt
	Room set up or clear down (as per hourly rate or part thereof)	01/04/13	36.00	36.00	Exempt
	Room set up or clear down after midnight (as per hourly rate or part thereof)	01/04/13	51.00	51.00	Exempt
	Use of bar for functions when hirer providing bar for sale of alcohol	01/04/13	50.00	50.00	Exempt
7	<b>Stamford Arts Centre</b>				
	<u>Casually let rooms (per hour)</u>				
	Ballroom - day rate up to 6pm	01/04/14	33.00	33.00	Exempt
	Ballroom - hourly evening rate 6 to 11pm	01/04/14	53.00	54.00	Exempt
	Ballroom - whole evening 6 to 11pm parties	01/04/14	421.00	433.00	Exempt
	Ballroom - whole evening 6 to 11pm concerts	01/04/14	318.00	327.00	Exempt
	Function ballroom/Blue room - all day wedding rate	01/04/14	775.00	798.00	Exempt
	Function ballroom/Blue room - wedding rate including setting up charge previous evening	01/04/14	1190.00	1225.00	Exempt
	<u>Meeting rooms - per hour</u>				
	Blue Room/Rehearsal evening	01/04/13	22.00	22.00	Exempt
	Blue Room/Rehearsal daytime	01/04/13	17.00	17.00	Exempt
	Ireson/Burley/Exeter Room evening	01/04/13	16.00	16.00	Exempt
	Ireson/Burley/Exeter Room daytime	01/04/13	14.00	14.00	Exempt
	Additional cleaning for social functions	01/04/14	58.00	59.00	Inclusive
	*access to kitchen up to 4 hours prior to event start time, additional earlier access will incur additional hourly rate of £10				
<b>Performers Right Society charges may be applicable in addition to the above rates</b>					
<b>Room Hire</b>					
Meeting rooms and function halls may be available for hire at each venue, prices from £10 per hour off peak. Additional meeting rooms may be available at the main Council offices Grantham. Information available upon request.					

	Detail	Effective Date	2013/14 £	2014/15 £	VAT
1	Green Waste				
	Green waste bin (joining fee, first bin only)	01/04/12	10.00	10.00	O/Scope
	Additional Green waste bin	01/04/10	26.00	26.00	O/Scope
	Annual collection charge (first bin)	01/04/12	25.00	25.00	O/Scope
	Annual collection charge (each subsequent bin)	01/04/12	10.00	10.00	O/Scope
2	Other street scene charges				
	Additional Silver recycling bin	01/04/10	26.00	26.00	O/Scope
	Additional clear recycling sacks (pack of 15)	01/04/10	1.25	1.25	O/Scope
	Replacement of damaged wheelie bins*	01/04/10	26.00	26.00	O/Scope
	Replacement of damaged wheels and axles*	01/04/10	20.00	20.00	O/Scope
	Replacement of bin lid pegs*	01/04/10	5.00	5.00	O/Scope
3	Domestic refuse collection				
	Bulk household items - first item	01/04/14	10.00	11.00	O/Scope
	- each additional item	01/04/03	5.00	5.00	O/Scope
	Fridge collection	01/04/14	10.00	11.00	O/Scope
	Provision of additional recycling bags (pack of 14)	01/04/10	5.00	5.00	O/Scope
4	Private street cleansing	01/04/10	Based on cost recovery		
	*Where bins have been damaged by the resident				

	Detail	Effective Date	2013/14 £	2014/15 £	VAT
	<b>MOT Testing</b>				
1	<b>Classes 1 and 2</b>				
	Motorcycles	01/04/10	29.65	29.65	O/Scope
	Motorcycles with sidecar	01/04/10	37.80	37.80	O/Scope
2	<b>Class 4</b>				
	Cars (up to 8 passenger seats) and motor caravans	01/04/10	54.85	54.85	O/Scope
	Quads (max unladen weight 400kg - for goods vehicles 550kg and max net power 15kw)	01/04/10	54.85	54.85	O/Scope
	Dual purpose vehicles	01/04/10	54.85	54.85	O/Scope
	Private hire vehicles and PSVs (up to 8 seats)	01/04/10	54.85	54.85	O/Scope
	Goods vehicles (up to 3,000 kg DGW)	01/04/10	54.85	54.85	O/Scope
	Ambulances and Taxis (Taxis and private hire vehicles may be subject to additional local requirements)	01/04/10	54.85	54.85	O/Scope
	Private passenger vehicles and ambulances (9-12 Passenger Seats)	01/04/10	57.30	57.30	O/Scope
4	<b>Class 7</b>				
	Goods vehicles (over 3,000kg up to 3,500kg DGW)	01/04/10	58.60	58.60	O/Scope
	<b>NOTES</b>				
	Fees fixed in accordance with Vehicle and Operator Standards Agency				

	Detail	Effective Date	2013/14 £	2014/15 £	VAT
	<b>ENVIRONMENTAL HEALTH</b>				
1	<b>Premise/Business registration fees</b>				
	Acupuncture	01/04/14	128.00	131.00	O/Scope
	Tattooing	01/04/14	128.00	131.00	O/Scope
	Electrolysis	01/04/14	128.00	131.00	O/Scope
	Cosmetic piercing	01/04/14	128.00	131.00	O/Scope
	Semi permanent skin colouring	01/04/14	128.00	131.00	O/Scope
	Additional activities (eg cosmetic piercing and tattooing) per activity	01/04/14	64.00	65.00	O/Scope
	Amendment or replacement certificate	01/04/14	20.00	20.50	O/Scope
2	<b>Personal registration fees (Per activity)</b>				
	Acupuncture	01/04/14	64.00	65.00	O/Scope
	Tattooing	01/04/14	64.00	65.00	O/Scope
	Electrolysis	01/04/14	64.00	65.00	O/Scope
	Cosmetic piercing	01/04/14	64.00	65.00	O/Scope
	Semi permanent skin colouring	01/04/14	64.00	65.00	O/Scope
	Amendment or replacement certificate	01/04/14	20.00	20.50	O/Scope
3	<b><u>Unsound food</u></b>				
	Voluntary surrender certificate	01/04/14	35.00	36.00	Inclusive
4	<b><u>Frozen food exports</u></b>				
	Inspection and certification	01/04/14	70.00	72.00	Inclusive
	Certification only	01/04/14	26.00	26.50	Inclusive
5	<b><u>Control of dogs</u></b>				
	Collecting and detaining stray dogs	01/04/96	25.00	25.00	O/Scope
	Kenneling charge (First night) - New charge	01/04/14	N/A	25.00	O/Scope
	Kenneling charge (Each night thereafter)	01/04/14	15.20	15.60	O/Scope
6	<b><u>Vehicle salvage operators</u></b>				
	Application	01/04/14	79.00	81.00	O/Scope
	Renewal	01/04/14	66.00	67.00	O/Scope
7	<b><u>Scrap Metal</u></b>				
	Dealer initial licence	01/04/14	556.00	572.00	O/Scope
	Collector initial licence	01/04/14	145.00	149.00	O/Scope
	Dealer licence renewal	01/04/14	526.00	541.00	O/Scope
	Collector licence renewal	01/04/14	115.00	118.00	O/Scope
	Licence name change	01/04/14	20.00	20.50	O/Scope
	Copy of a licence	01/04/14	11.00	11.00	O/Scope
7	<b>Dog fouling penalty</b>	01/04/09	75.00	75.00	O/Scope
8	<b>Litter - Fixed penalty notice</b>	01/04/09	75.00	75.00	O/Scope
	<b>ENQUIRIES IN CONNECTION WITH CONTAMINATED LAND</b>				
9	<b>Enquiries</b>	01/04/13	112.00	115.00	O/Scope
10	<b>Private sector housing charges</b>	01/04/12	Hourly Rate	Hourly Rate	O/Scope
11	<b>Immigration inspections</b>	01/04/12	Hourly Rate	Hourly Rate	O/Scope
12	<b>HOUSES OF MULTIPLE OCCUPATION</b>				
	Initial licence	01/04/13	420.00	432.00	O/Scope
	Renewal of licence	01/04/13	150.00	154.00	O/Scope

	Detail	Effective Date	2013/14 £	2014/15 £	VAT
	<b>LICENCES</b>				
1	<u>Hackney Carriage and Private Hire</u>				
	Driver's licence - annual	01/04/14	80.00	82.40	O/Scope
	Dual licence - supplementary charge	01/04/14	12.50	12.80	O/Scope
	Driver's badge - replacement	01/04/14	12.00	12.30	O/Scope
	Lost plate replacement	01/04/14	36.00	37.00	Inclusive
	Replacement licence certificate	01/04/14	10.00	10.30	O/Scope
	Replacement of internal vehicle plate	01/04/14	5.00	5.10	O/Scope
	Transfer of vehicle ownership	01/04/14	23.00	23.60	O/Scope
	DVLA driver entitlement enquiry	01/04/13	5.00	5.00	O/Scope
	Knowledge test (initial and retest)	01/04/14	25.00	29.00	O/Scope
	<b>Annual vehicle licence:</b>				
	Private Hire	01/04/14	188.00	193.60	O/Scope
	Hackney Carriage	01/04/14	205.00	211.10	O/Scope
	*10% reduction for LPG/Hybrid vehicles				
	Private Hire operators licence - annual	01/04/14	100.00	103.00	O/Scope
2	Refund for unexpired days due to change of vehicle		Daily	Daily	
	Private Hire	01/04/14	0.52	0.53	O/Scope
	Hackney Carriage	01/04/14	0.56	0.57	O/Scope
3	One-off admin charge in respect of refund				
	Hackney Carriage	01/04/14	18.00	25.00	O/Scope
	Private Hire	01/04/14	17.00	25.00	O/Scope
4	<u>Animal Licences</u>				
	Animal Boarding Establishments	01/04/14	95.00	100.00	O/Scope
	Dog Breeding Establishments	01/04/14	95.00	100.00	O/Scope
	Pet Shops	01/04/14	95.00	100.00	O/Scope
	Riding Establishments	01/04/14	95.00	100.00	O/Scope
	Dangerous Wild Animals	01/04/14	95.00	100.00	O/Scope
5	Sex Establishments	01/04/14	1455.00	1500.00	O/Scope
6	<u>Street Trading</u>				
	Stamford Pedestrian Precinct Per Day	01/04/14	22.00	22.60	O/Scope
	Other Locations per day from	01/04/14	17.50	18.00	O/Scope

	Detail	Effective Date	2013/14 £	2014/15 £	VAT
	<b>GAMBLING LICENSING</b>				
1	<b>Bingo Premises Licence</b>				
	Fast Track Advance Application*	01/04/14	270.00	278.00	O/Scope
	Non-Fast Track Advance Application	01/04/14	620.00	638.00	O/Scope
	Application Fee for Provisional Status	01/04/14	645.00	664.00	O/Scope
	Licence for Provisional Statement Premises	01/04/14	430.00	442.00	O/Scope
	Application Fee New Premises	01/04/14	680.00	700.00	O/Scope
	Annual Fee	01/04/14	455.00	468.00	O/Scope
	Variation of Licence	01/04/14	620.00	638.00	O/Scope
	Transfer Fee	01/04/14	520.00	535.00	O/Scope
	Application for Reinstatement	01/04/14	520.00	535.00	O/Scope
2	<b>Adult Gaming Centre</b>				
	Fast Track Advance Application*	01/04/14	270.00	278.00	O/Scope
	Non-Fast Track Advance Application	01/04/14	575.00	592.00	O/Scope
	Application Fee for Provisional Status	01/04/14	595.00	612.00	O/Scope
	Licence for Provisional Statement Premises	01/04/14	380.00	391.00	O/Scope
	Application Fee New Premises	01/04/14	620.00	638.00	O/Scope
	Annual Fee	01/04/14	400.00	412.00	O/Scope
	Variation of Licence	01/04/14	575.00	592.00	O/Scope
	Transfer Fee	01/04/14	465.00	478.00	O/Scope
	Application for Reinstatement	01/04/14	465.00	478.00	O/Scope
3	<b>Family Entertainment Centre</b>				
	Fast Track Advance Application*	01/04/14	270.00	278.00	O/Scope
	Non-Fast Track Advance Application	01/04/14	575.00	592.00	O/Scope
	Application Fee for Provisional Status	01/04/14	595.00	612.00	O/Scope
	Licence for Provisional Statement Premises	01/04/14	380.00	391.00	O/Scope
	Application Fee New Premises	01/04/14	620.00	638.00	O/Scope
	Annual Fee	01/04/14	400.00	412.00	O/Scope
	Variation of Licence	01/04/14	575.00	592.00	O/Scope
	Transfer Fee	01/04/14	465.00	478.00	O/Scope
	Application for Reinstatement	01/04/14	465.00	478.00	O/Scope
4	<b>Betting Premises</b>				
	Fast Track Advance Application*	01/04/14	270.00	278.00	O/Scope
	Non-Fast Track Advance Application	01/04/14	575.00	592.00	O/Scope
	Application Fee for Provisional Status	01/04/14	595.00	612.00	O/Scope
	Licence for Provisional Statement Premises	01/04/14	380.00	391.00	O/Scope
	Application Fee New Premises	01/04/14	620.00	638.00	O/Scope
	Annual Fee	01/04/14	400.00	412.00	O/Scope
	Variation of Licence	01/04/14	575.00	592.00	O/Scope
	Transfer Fee	01/04/14	465.00	478.00	O/Scope
	Application for Reinstatement	01/04/14	465.00	478.00	O/Scope
5	<b>Miscellaneous</b>				
	Change of Circumstances	01/04/14	28.00	28.80	O/Scope
	Fee for copy of licence	01/04/14	16.50	16.90	O/Scope
6	<b>Gaming Machines</b>				
	2 or less machines - One off fee	31/01/07	50.00	50.00	O/Scope
	3 or more machines plus Annual Fee below	31/01/07	100.00	100.00	O/Scope
	LPGMP Conversion Application	31/01/07	100.00	100.00	O/Scope
	Transfer LPGMP	31/01/07	25.00	25.00	O/Scope
	Variation LPGMP	31/01/07	100.00	100.00	O/Scope
	Annual Fee (within one month)	31/01/07	50.00	50.00	O/Scope
7	<b>Small lotteries - Registration</b>				
	Small lotteries - Registration	01/09/07	40.00	40.00	O/Scope
	Small lotteries - Renewal	01/09/07	20.00	20.00	O/Scope

	Detail	Effective Date	2013/14 £	2014/15 £	VAT
	<b>OUTDOOR RECREATION</b>				
1	Pitches - Football/Rugby Senior pitch letting (2 hrs), marking out and changing accommodation included				
	Full rate	01/04/14	42.00	43.00	Inclusive
	Concessions	01/04/14	25.00	25.50	Inclusive
2	Junior pitch (ages 11-16) letting (2 hrs) and marking out:				
	Full rate	01/04/14	18.40	18.90	Inclusive
3	Mini pitch letting (ages 8-11) (1 hr) and marking out				
	Full rate	01/04/14	11.00	11.30	Inclusive
4	<u>Tennis Court</u> Hard Courts				
			Free	Free	Inclusive
5	Cricket Per Match				
		01/04/14	39.50	40.00	Inclusive

	Detail	Effective Date	2013/14 £	2014/15 £	VAT
	<b>GRANTHAM CEMETERY</b>				
	<b>TRADITIONAL BURIAL GROUND</b>				
1	Exclusive Right of Burial (Not exceeding 50 years) Standard grave space - Parishioners	01/04/14	467.00	481.00	Exempt
2	<u>Interment</u> Person aged 16 years or over - single depth Person aged 16 years or over - double depth Child stillborn or below 16 years Each additional coffin space	01/04/14 01/04/14 01/04/14 01/04/14	477.00 534.00 210.00 167.00	491.00 550.00 216.00 172.00	Exempt Exempt Exempt Exempt
3	<u>Licence for the Erection of Memorials</u> Headstone (not exceeding 3 feet in height) Headstone (each additional 6 inches) Metal faced tablet Additional inscription Kerbed memorial	01/04/14 01/04/14 01/04/14 01/04/14 01/04/14	116.00 116.00 80.00 45.00 125.00	119.00 119.00 82.00 46.00 128.00	Exempt Exempt Exempt Exempt Exempt
4	<u>Mausoleum</u> Single vault mausoleum plot	01/04/14	600.00	618.00	Exempt
5	<u>Re-Open Graves</u> Interment Fee - single depth Interment Fee - double depth Interment ashed into grave	01/04/14 01/04/14 01/04/14	477.00 534.00 139.00	491.00 550.00 143.00	Exempt Exempt Exempt
	<b>WOODLAND BURIAL GROUND</b>				
	All inclusive charge covering standard grave space, single depth interment, tree and plaque - Parishioners	01/04/14	1072.00	1104.00	Exempt
	Please note there is a 50% additional charge for Non Parishioners (i.e. outside of Grantham boundary)				

	Detail	Effective Date	2013/14 £	2014/15 £	VAT
	<b>LOCAL LAND CHARGE FEES</b>				
1	Registration of a Charge on Part II of Register	01/04/14	77.00	79.00	O/Scope
2	Filing a Definitive Certificate of Lands Tribunal	01/04/14	3.25	3.30	O/Scope
3	Filing adjustment etc. for variation - cancellation of entry in Part II	01/04/14	8.25	8.40	O/Scope
4	Inspection of documents filed under Rule 10	01/04/14	3.25	3.30	O/Scope
5	Official search (including issue of certificate) - whole of register	01/04/14	13.50	13.90	O/Scope
6	Office copy of entry in register	01/04/14	12.50	12.80	O/Scope
7	Con 29 Part I enquiries - one parcel of land	01/04/14	84.00	86.50	O/Scope
	- each additional parcel	01/04/14	14.50	14.90	O/Scope
8	Supplementary Part II enquiries - each printed enquiry except question 5	01/04/14	12.50	12.80	O/Scope
	- Question 5 optional enquiry	01/04/14	15.50	15.90	O/Scope
	- Solicitor/Clients own enquiry	01/04/14	15.50	15.90	O/Scope
	- Question 22 common land	01/04/14	15.50	15.90	O/Scope
9	Enquiries by personal searchers (per item)	01/04/14	15.50	15.90	O/Scope
10	Commercial Basic Search LLC1 and CON 29R	01/04/14	126.00	129.00	O/Scope
11	Expedited Search - 3 Day Turnaround	01/04/14	31.00	31.90	O/Scope
	<b>CON 29R UNREFINED DATA CHARGES</b>				
12	Building Regulations Q1.1 (F to H)	01/04/14	7.15	7.50	O/Scope
13	Nearby Railway Schemes Q3.5	01/04/14	1.05	1.10	O/Scope
14	Outstanding Notices Q3.7 (A-D & F)	01/04/14	5.90	5.85	O/Scope
15	Contravention of Building Regulations	01/04/14	1.55	1.60	O/Scope
16	Notices, Orders, Directions and Proceedings under Planning Acts Q3.9 (A-N)	01/04/14	4.80	4.65	O/Scope
17	Conservation Area Q3.10 (B)	01/04/14	1.05	1.10	O/Scope
18	Compulsory Purchase Q3.11	01/04/14	1.55	1.70	O/Scope
19	Contaminated Land Q3.12 (Bi & C)	01/04/14	10.90	11.00	O/Scope

	Detail	Effective Date	2013/14 £	2014/15 £	VAT
	<b>PLANNING CHARGES</b>				
1	<u>Ordnance Survey Plans</u>				
	Planning application site plans				
	Scale 1 - 500 rural & urban (up to 6 No.)	01/04/14	10.25	10.55	Zero Rated
	Scale 1 - 1250 rural & urban (up to 6 No.)	01/04/14	26.70	27.50	Zero Rated
	Scale 1 - 1250 rural & urban (7-8 No.)	01/04/14	28.70	29.55	Zero Rated
	Scale 1 - 1250 rural & urban (9-10 No.)	01/04/14	32.85	33.80	Zero Rated
	Scale 1 - 1250 rural & urban (11 No.)	01/04/14	36.95	38.05	Zero Rated
	Scale 1 - 2500 rural & urban (up to 6 No.)	01/04/14	26.70	27.50	Zero Rated
	Scale 1 - 2500 rural & urban (7-8 No.)	01/04/14	28.70	29.55	Zero Rated
	Scale 1 - 2500 rural & urban (9-10 No.)	01/04/14	32.85	33.80	Zero Rated
	Scale 1 - 2500 rural & urban (11 No.)	01/04/14	36.95	38.05	Zero Rated
	Scale 1 - 2500 urban starts at £52 (but this scale is not required)				
2	<u>Charges in connection with land/property transactions</u>				
	Detailed queries on consents involving search for relevant information*	01/04/14	25.65	26.40	Inclusive
	*stated charge plus relevant copying charges				
	Check involving site inspection*	01/04/14	20.50	21.00	Inclusive
	*stated charge plus mileage plus officer hourly rates				

	Detail	Effective Date	2013/14 £	2014/15 £	VAT
	<b>PRE-PLANNING CHARGES</b>				
1	<u>Householders</u> Charge for any pre-planning advice undertaken	01/04/13	50.00	50.00	Exclusive
2	<u>Non-residential changes of use including siting of caravans for sites</u> Under 1 ha or buildings under 1,000 sqm (gross) of 1 ha or above or buildings under 1,000 sqm (gross)	01/04/14 01/04/14	150.00 300.00	154.00 309.00	Exclusive Exclusive
3	<u>Development of dwellings</u> 1-9 dwellings including changes of use to residential, for 1st dwelling for each additional dwelling 10-49 dwellings including changes of use to residential, for the 10th dwelling for each additional dwelling 50 plus dwellings, including changes of use to residential, for 1st dwelling	01/04/14 01/04/14 01/04/14 01/04/14 01/04/14	200.00 100.00 1000.00 50.00 3600.00	205.00 103.00 1030.00 51.00 3700.00	Exclusive Exclusive Exclusive Exclusive Exclusive
4	<u>Non-residential development</u> Where no floor space is created Up to 499 sqm floor area or 0.5 ha site area between 500 and 999 sqm floor area, or between 0.51 ha and 1.0 ha between 1,000 and 4,999 sqm floor area or between 1.1 ha and 2.0 ha between 5,000 sqm or more or 2.1 ha or more* *minimum fee for specified service and hourly rate thereafter	01/04/14 01/04/14 01/04/14 01/04/14 01/04/14	75.00 150.00 250.00 500.00 1000.00	77.00 154.00 255.00 515.00 1030.00	Exclusive Exclusive Exclusive Exclusive Exclusive
5	<u>Others</u> Variation or removal of condition Advertising Development that would require conservation area consent Non-householder works or alterations to a listed building Hazardous substances	01/04/14 01/04/14 01/04/14 01/04/14 01/04/14	75.00 75.00 50.00 50.00 100.00	77.00 77.00 51.00 51.00 103.00	Exclusive Exclusive Exclusive Exclusive Exclusive

## REPORT TO RESOURCES PDG

**REPORT OF: HEAD OF FINANCE**

**REPORT NO: HOF259**

**DATE: 28<sup>th</sup> November 2013**

<b>TITLE:</b>	<b>Financial Report for 2013/14 – Monitoring Information</b>	
<b>KEY DECISION OR POLICY FRAMEWORK PROPOSAL:</b>	None	
<b>PORTFOLIO HOLDER: NAME AND DESIGNATION:</b>	Councillor Mike Taylor Well Run Council Portfolio Holder	
<b>CONTACT OFFICER:</b>	Richard Wyles –Head of Finance 01476 406210 Email: <a href="mailto:r.wyles@southkesteven.gov.uk">r.wyles@southkesteven.gov.uk</a>	
<b>INITIAL IMPACT ANALYSIS:</b>	Carried out and Referred to in paragraph (7) below:	Full impact assessment Required:
<b>Equality and Diversity</b>	N/A	No
<b>FREEDOM OF INFORMATION ACT:</b>	This report is publicly available via the Your Council and Democracy link on the Council's website: <a href="http://www.southkesteven.gov.uk">www.southkesteven.gov.uk</a>	
<b>BACKGROUND PAPERS</b>	HOF225 – Determination of Budget 2013/14 HOF246 – Resources Monitoring Information HOF252 – Resources Monitoring Information  The above reports can be located by putting their reference number in the search section of the committee website via the link below: <a href="http://moderngov.southkesteven.gov.uk/ieDocSearch.aspx?bcr=1">http://moderngov.southkesteven.gov.uk/ieDocSearch.aspx?bcr=1</a>	

### 1. RECOMMENDATIONS

- 1.1 Members are asked to review the comments and figures contained in this report and identify any variances that require further action.

### 2. PURPOSE OF THE REPORT

- 2.1 In order to ensure effective budget management it is important that the members are updated with budget monitoring information. This serves the purpose of ensuring members are kept informed of actual spend compared to budget and the forecast outturn position. The report provides a summary of the

year to date (YTD) position against original budget for 2013/14 and the forecast outturn covering the following areas:

- General Fund Revenue Budget (including significant income streams and salaries)
- Housing Revenue Account Revenue Budget (including salaries)
- Capital Programme
  - General Fund
  - HRA

2.2 Forecast outturn work is undertaken during the course of the year by the service areas in order to anticipate the outturn position. This process enables options to be considered in respect of the spending proposals for the remainder of the year or alternatively it is used to identify emerging financial issues that can be then investigated and mitigating actions put in place. This is the third report for the current financial year and includes activity for the financial year 1<sup>st</sup> April – 30<sup>th</sup> September 2013

### 3 DETAILS OF REPORT

3.1 The original net cost of service budget for 2013/14 was set at £15.619m. The financial position as at 30<sup>th</sup> September, shows a forecast underspend of £321k which is summarised in the table below:

Table A - General Fund Total Revenue Summary

Corporate Area	Annual Budget £'000	YTD Budget £'000	Net Spend to Date £'000	YTD Variance £'000	Forecast outturn £'000	Forecast variance £'000	Forecast movement £'000
Community Assets	2,953	665	537	(128)	2,835	(118)	(70)
Corporate	2,419	781	792	11	2,400	(19)	28
Development & Growth	2,311	532	468	(64)	1,949	(363)	(138)
Environmental Services	5,834	1,228	1,235	7	5,747	(87)	(6)
Finance	4,099	2,465	2,361	(104)	4,035	(64)	(17)
Housing & Neighbourhoods	588	182	144	(38)	549	(39)	(21)
Legal & Democratic	1,586	477	465	(12)	1,567	(19)	(4)
People, Projects & Performance	2,003	785	813	28	2,024	21	13
Property Development	1,463	323	559	236	1,635	172	0
Special Expense Areas	605	120	115	(5)	608	3	3
Workforce Efficiency Target*	(357)	(178)	0	178	0	357	0
Recharged to Services	(7,367)	0	0	0	(7,367)	0	0
<b>Cost of Service</b>	<b>16,137</b>	<b>7,380</b>	<b>7,489</b>	<b>109</b>	<b>15,982</b>	<b>(156)</b>	
Set-Asides 2012/13	(518)	0	0	0	(515)	3	0
Reserve Financing	0	(17)	(17)	0	(168)	(168)	(9)
<b>Net Cost of Service</b>	<b>15,619</b>	<b>7,363</b>	<b>7,472</b>	<b>109</b>	<b>15,299</b>	<b>(321)</b>	<b>(221)</b>

The previous report presented to Resources PDG on the 3<sup>rd</sup> October 2013 identified forecast underspend of £100k as at the end as at the 31<sup>st</sup> July 2013 which is a movement of £221k of which the key variances are summarised below.

### Key Forecast Movement Variances by Corporate Area

#### Community Assets

- Leisure Centre – the council has received back dated feed in tariff income of £55k from the installation of PV panels on the Bourne and Stamford leisure centre. Further tariff income is expected for the Meres leisure centre but as at this point the exact amount has not yet been calculated.

#### Development and Growth

- Planning Income – there has been 3 significant applications received for Solar farms totalling £105k and a wind farm totalling £45k which have helped to improve the forecast outturn position by £108k after taking this into account. The outturn position also includes the anticipated £125k major application fee for the Southern Quadrant which is expected in January 2014.
- Georgian Festival – following completion of this project the overall spend has been less than anticipated with contingency budgets not being required resulting in a underspend of £9k.
- Planning Policy – Whilst grants of £40k have been received in respect of the new neighbourhood planning requirements the anticipated spend of £23k (agreed set-a-side from 2012/13) is no longer expected. This is due to Parishes not reaching examination stage during this financial year which would then have incurred external examiners fees. In addition to this some costs associated with the GAAP will now be incurred during 2014/15 due to the examiners timetable and the anticipated costs on the Strategic Housing Market Assessment where less than forecast resulting in a total forecast underspend of £21k. However, this is funded from legacy HPDG which will roll forward to 2014/15.

#### Finance

- WiFi Rural Initiatives - The focus of this project is to pilot 5 community points this year with the extended rollout occurring in 2014/15 resulting in an in-year underspend of £25k.

#### Housing and Neighbourhoods

- Housing Solutions – it has been agreed to extend the interim solution relating to the service manager vacancy therefore additional savings of £20k have now been incorporated into the forecast outturn.

## Housing Revenue Account

3.2 The financial position as at 30<sup>th</sup> September, shows a forecast underspend of £9k which a movement of £62k from the previous forecast underspend of £71k as at the end as at the 31<sup>st</sup> July 2013 of which the key variances are summarised below:

Table B - HRA Total Revenue Summary

Area	Annual Budget £'000	YTD Budget £'000	Net Spend To Date £'000	YTD Variance £'000	Forecast Outturn £'000	Forecast Variance £'000	Forecast movement £'000
<b>Income</b>	(24,197)	(12,079)	(12,095)	(16)	(24,208)	(11)	3
Expenditure	11,448	5,509	5,410	(99)	11,450	2	59
Support Services	921	167	151	(16)	921	0	0
Other Expenditure	8,892	2,835	2,835	0	8,892	0	0
Interest	3,170	1,585	1,585	0	3,170	0	0
<b>Total Expenditure</b>	<b>24,431</b>	<b>10,096</b>	<b>9,981</b>	<b>(115)</b>	<b>24,433</b>	<b>2</b>	<b>2</b>
Recharged to Services	(921)	0	0	0	(921)	0	0
Set-Asides 2012/13	(349)	0	0	0	(349)	0	0
<b>Workforce Efficiency Target</b>	<b>(108)</b>	<b>(54)</b>	<b>0</b>	<b>54</b>	<b>(108)</b>	<b>0</b>	<b>0</b>
<b>Deficit/ (Surplus)</b>	<b>(1,144)</b>	<b>(2,037)</b>	<b>(2,114)</b>	<b>(77)</b>	<b>(1,153)</b>	<b>(9)</b>	<b>62</b>

- Income – the current void rate is running at 1.08% against a budget figure of 1.5% on dwelling rent income which is therefore resulted in additional income compared to the profiled budget. However it is worth noting that since the introduction of the spare bedroom subsidy there is a progressive increase in the number of tenants falling into arrears (currently £130k)

### Expenditure

- Business Services – Additional staffing costs of £9k have now been incorporated into the forecast for the consultation and management officer, however this is being funded from the HRA improvement reserve.
- Repairs and improvements – due to a change in using contractors rather than the in-house team for Solid fuel servicing additional costs of £25k have now been incorporated into the forecast outturn.
- Works Team – additional general building costs are being incurred due to use of contractors for specialist trades e.g. roofing works. Therefore the forecast outturn has increased by £22k.

3.3 The capital programmes include a number of significant capital projects for 2013/14. The current financial position is outlined in the table below;

Table C - Capital Programmes

Programme	Annual Budget £'000	YTD Budget £'000	Total Spend to Date £'000	YTD Variance £'000	Forecast outturn £'000	Forecast variance £'000	Forecast Movement £'000
General Fund	7,202	2,598	1,993	(605)	3,668	(3,534)	(2,003)
HRA	6,000	1,898	2,337	439	6,113	113	(87)
<b>Total</b>	<b>13,202</b>	<b>4,496</b>	<b>4,330</b>	<b>(166)</b>	<b>9,781</b>	<b>(3,421)</b>	<b>(2,090)</b>

#### General Fund

- Shop Front Scheme – whilst a number of applications have recently been received it is unlikely all the budget will be spent in this financial year and therefore slippage of £40k is now expected.
- Strategic Land Acquisition – following the recent purchase of land at Vantage Park at this point in time no further sites have been identified and therefore a potential shortfall of £282k is currently being forecast.
- Service land – once the remedial works are complete on Vantage Park no further costs are expected to be incurred during 2013/14 resulting in a potential underspend of £1.6m.

#### HRA

- Repairs Vehicle Management System – an options appraisal are currently being undertaken on the most appropriate way to progress this scheme and therefore it is unlikely any money will be spent during 2013/14 resulting in an £50k underspend.

### 3.4 Headcount and Budgets

- The position as at 30<sup>th</sup> September 2013 shows that against an original FTE budget of 609.8 the actual FTE (including agency and wages staff) is 593.5 which equates to a variance of (16.4) FTE.

### 3.5 Local Authority Mortgage Scheme (LAMS)

The scheme was went live in June 2012 and an analysis of the take up of the scheme is provided below. Active marketing is underway with our banking partners with the Council taking a proactive role in ensuring the scheme is well advertised in the district in order to assist those seeking to purchase their first home.

Month	Offers made in month (cumulative total)	Completed	Cumulative indemnity amount
July 2012	1	-	£19,800
August 2012	2 (3)	-	£61,800
September 2012	3 (6)	2	£111,550
October 2012	5 (11)	2	£183,150
November 2012	2 (13)	5	£213,600
December 2012	2 (15)	8	£251,400
January 2013	2 (17)	13	£288,400
February 2013	4 (21)	14	£364,375
March 2013	3 (24)	16	£425,650
April 2013	2 (26)	18	£450,650
May 2013	3 (29)	21	£518,225
June 2013	5 (34)	22	£608,738
July 2013	6 (40)	24	£671,450*
August 2013	3 (43)	27	£739,446
Sept 2013	4 (47)	29	£841,646

\*Remaining indemnity as at 30 September 2013 £158,354.

In term of postcode analysis, the 47 applications received to date are received in respect of the following postcode areas:

NG31 – 36  
 NG32 – 1  
 NG33 – 2  
 PE9 – 8

At the Council meeting in July 2013 a further £1M was approved to support the scheme and the maximum loan size per application was increased to £147,250 in order to increase the take up of the scheme in the PE9 area. Lloyds Bank has recently confirmed it's continued commitment to the LAMS scheme to complement the national Help to Buy scheme.

#### **4. OTHER OPTIONS CONSIDERED**

None applicable

#### **5. RESOURCE IMPLICATIONS**

None applicable

#### **6. RISK AND MITIGATION**

None applicable

#### **7. ISSUES ARISING FROM EQUALITY IMPACT ANALYSIS**

None applicable

**8. CRIME AND DISORDER IMPLICATIONS**

None applicable

**9. COMMENTS OF FINANCIAL SERVICES**

Financial considerations are included in the report.

**10. COMMENTS OF LEGAL AND DEMOCRATIC SERVICES**

As part of good governance it is important members are kept updated in respect of the financial position of the Council expenditure during the course of the year.

**11. COMMENTS OF OTHER RELEVANT SERVICES**

None applicable

**12. APPENDICES:**

None

Date	Item	Action Notes to Officers	Recurring item	Recommendation
30/05/13	<p><b>LAMs</b></p> <p>Report presented by HoF asking members to consider the introduction of further lenders into the scheme, increase the loan size and to deposit further funds into the Lloyds/TSB to continue the scheme for 2013/14</p>	Information on LAMS should be permanently visible on the homepage of the Council's website		The authority should continue with the scheme and a further deposit of £500,000 should be placed with Lloyds TSB
	The authority should only use Lloyds TSB for the present timer. This should be reviewed on a regular basis as new lenders join the scheme			
	That the maximum loan value should increase to £147,250			
	<p><b>Local Business Support Scheme</b></p> <p>The HoF summarised a report on a small business loan scheme and hardship awards for businesses</p>			<p><b>Small Loan Scheme</b></p> <p>The Council should set up a small business loan scheme, providing loans between £4,000 and £10,000 as part of a three-way match funding arrangement with the bank and the applicant</p> <p>The applicant should provide evidence of support from the bank with their application</p> <p>The board for considering applications should comprise the Grow the Economy-Economic Development Portfolio Holder, a member of Resources PDG and an officer from Economic Development</p> <p>The principles behind the scheme should be as set out in report number HOF235</p> <p><b>Hardship Relief</b></p> <p>The Council should implement the assessment criteria (as stated in report number HOF235) for consideration of applications for hardship relief</p> <p>Decision-making in relation to hardship relief should be taken by Members based on officer recommendations</p>

Date	Item	Action Notes to Officers	Recurring item	Recommendation
30.5.13 Cont.....	<p><b>Question referred by Council</b> PDG considered the question put by Cllr Selby at the Council meeting of 18.4.13. Charging for use of community spaces within sheltered housing developments</p> <p><b>Pre Application Planning Advice</b> The Development Management Service Manager gave an update on charges for pre-app advice and the Accredited agent scheme</p>	<p>Add service charges for sheltered housing to the work programme for the meeting on 3.10.13</p> <p><b>Pre-application charging</b> That the charge for pre-application advice for the development of 50 or more dwellings should be a flat rate of £3,600 Fees for very large schemes would be negotiated by the authority and the developer</p> <p><b>Accredited agent scheme</b> An accredited planning agent scheme should be developed and implemented alongside the publishing of new fees and charges</p>	3.10.13	
25/07/13	<p><b>Budget Monitoring Report 2013/14</b> Report to PDG</p> <p><b>Market Development Plan</b> The Head of Community Assets and the Leisure and Amenities Team Leader presented a report on the Market Development Plan for Grantham</p> <p><b>Debt Enforcement Policy</b> Report by Head of Finance</p> <p><b>Car Parking Review</b> The Head of Finance and the Property Development Manager summarised a report into the impact of CPE following its introduction in December 2012</p> <p><b>Empty Homes Project</b> The PDG was shown a presentation by Performance Management Officer on the development of a project to bring Empty Homes back into use</p>	<p>Investigate an incentive scheme to encourage traders to use the Council's stall covers</p> <p>To appoint Councillor Nick Craft and Councillor Jacky Smith to the working group to consider alternative methods of payment for car parking</p> <p>Resources PDG to consider the charging structure for car parking as part of the 2014/15 budget-setting process</p>		

Date	Item	Action Notes to Officers	Recurring item	Recommendation
03/10/13	<b>Medium Term Financial Strategy</b> The Medium Term Financial Strategy was circulated to Members for information			
	<b>Housing Revenue Account</b>  The Heads of Community Assets and Property Services presented report no. RIM0320 on the review of the HRA Asset Management Strategy			
	<b>Welfare Reform</b> Impact of introduction of Bedroom Tax  Council Tax Support Scheme Business Rates monitoring			That the building programme for new council housing should include a greater weighting of one-bedroom properties  That a letter should be sent to the MP from the Chairman of the PDG expressing concerns about the impact of the spare bedroom subsidy
	<b>Financial Report for 2013-14</b> The Head of Finance presented report number HOF252 which provided a financial update for Members			
	28/11/13	<b>Fees and Charges</b> Proposals for 2014-15		
<b>Financial Report for 2013-14</b> Monitoring Information				
<b>Community Energy Schemes</b> Update				
<b>Pay By Mobile</b> Update				
30/01/14	<b>Citizens Advice Bureau</b>			
	<b>Financial Report for 2013-14</b> Monitoring Information			
27.3.14	<b>Financial Report 2013-14</b> Monitoring Information			