

Budget - Joint Overview and Scrutiny



SOUTH
KESTEVEN
DISTRICT
COUNCIL



Monday, 15 January 2024 at 2.00 pm
Council Chamber - South Kesteven House,
St. Peter's Hill, Grantham. NG31 6PZ

Committee Members: Councillor Bridget Ley (Chairman)
Councillor Matthew Bailey, Councillor Emma Baker, Councillor Harrish Bisnauthsing, Councillor Pam Byrd, Councillor Steven Cunnington, Councillor James Denniston, Councillor Paul Fellows, Councillor Ben Green, Councillor Tim Harrison, Councillor Gloria Johnson, Councillor Anna Kelly, Councillor Gareth Knight, Councillor Zoe Lane, Councillor Robert Leadenham, Councillor Nikki Manterfield, Councillor Paul Martin, Councillor Penny Milnes, Councillor Virginia Moran, Councillor Charmaine Morgan, Councillor Chris Noon, Councillor Habibur Rahman, Councillor Susan Sandall, Councillor Max Sawyer, Councillor Ian Selby, Councillor Vanessa Smith, Councillor Lee Steptoe, Councillor Sarah Trotter, Councillor Murray Turner, Councillor Paul Wood and 2 SK Coalition Vacancies

Agenda

This meeting can be watched as a live stream, or at a later date, via the [SKDC Public-1 Channel](#)

1. **Election of Vice-Chairman**
2. **Public Speaking**
The Council welcomes engagement from members of the public. To speak at this meeting please register no later than 24 hours prior to the date of the meeting via democracy@southkesteven.gov.uk.
3. **Register of attendance, membership and apologies for absence**
4. **Disclosure of interests**
Members are asked to disclose any interests in matters for consideration at the meeting.

5. **Minutes from the meeting held on 9 January 2023** (Pages 3 - 18)
6. **Budget Proposals for 2024/25 and Indicative Budgets for 2025/26 and 2026/27** (Pages 19 - 106)

To present draft Budget proposals and estimates for 2024/25 for both the General Fund and the Housing Revenue Account.

7. **Any other business which the Chairman, by reason of special circumstances, decides is urgent**

Minutes

Budget - Joint Overview and Scrutiny Overview and Scrutiny Committee

Monday, 9 January 2023, 2.00 pm



SOUTH
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DISTRICT
COUNCIL

Committee Members present

Councillor Helen Crawford (Chairman)
Councillor Ben Green (Vice-Chairman)

Councillor Ashley Baxter
Councillor Harrish Bisnauthsing
Councillor Richard Cleaver
Councillor Barry Dobson
Councillor Richard Dixon-Warren
Councillor Phil Dilks
Councillor Paul Fellows
Councillor Gloria Johnson
Councillor Philip Knowles
Councillor Nikki Manterfield
Councillor Virginia Moran
Councillor Susan Sandall
Councillor Judy Stevens
Councillor Sarah Trotter
Councillor Hilary Westropp
Councillor Mary Whittington
Councillor Ray Wootten
Councillor Murray Turner

Cabinet Members present

Councillor Kelham Cooke (Leader of the Council)
Councillor Adam Stokes (Deputy Leader of the Council)
Councillor Robert Reid (Cabinet Member for Housing and Property)
Councillor Mark Whittington (Cabinet Member for Waste Services and Climate Change)
Councillor Rosemary Trollope-Bellew (Cabinet Member for Culture and Visitor Economy)
Councillor Linda Wootten (Cabinet Member for Corporate Governance and Licensing)

Other Members present

Councillor Anna Kelly
Councillor Charmaine Morgan
Councillor Sue Woolley

Officers

Richard Wyles (Chief Finance Officer)
Alison Hall-Wright (Assistant Director of Finance)

Craig Spence (Acting Director of Housing)
Nicola McCoy-Brown (Director of Growth and Culture)
Graham Watts (Assistant Director of Governance and Deputy Monitoring Officer)
Amy Pryde (Democratic Services Officer)

36. Comments from members of the public

There were none.

37. Register of attendance, membership and apologies for absence

Apologies for absence were received from Councillors Hannah Westropp, Amanda Wheeler, Julia Reid, Penny Milnes, and John Dawson.

Councillor Murray Turner substituted for Councillor Amanda Wheeler.

38. Disclosure of interests

There were none.

All Group Leaders declared that no whipping arrangements were in place at this meeting.

39. Minutes from meeting held on 12 January 2022

It was proposed, seconded, and **AGREED** the minutes of the meeting held on 12 January 2022 be confirmed as a correct record.

40. Updates from the previous meeting

Members noted the action sheet. There were no further comments.

41. Budget Proposals for 2023/24 and Indicative Budgets for 2024/25 and 2025/26

The Chairman requested the Joint Budget Overview and Scrutiny Committee follow the order of items for discussion to effectively scrutinise each area of the report:

1. Spending overview and provisional settlement
2. General Fund - Revenue
3. Housing Revenue Account - Revenue
4. Fees and Charges
5. Capital Programme and Financing – General fund and Housing Revenue Account
6. Reserves and Balances – General Fund and Housing Revenue Account
7. Risk register

Spending overview and provisional settlement

The Deputy Leader of the Council presented the area of the report that set out the notification of the pre-provisional settlement to which the Council were informed of on the 19 December 2022. The settlement was largely in line with previous expectations.

There had been no specific allocation to deal with the rising energy and inflationary costs, there had been an expectation from Government for Local Authorities to utilise reserves to fund any shortfalls of imbalance within their budgets. This is the approach the Council would need to consider as previously established within the report, the budget stabilisation reserve served this purpose.

It was noted that the final settlement would not be known until end of January 2023. The Chief Finance Officer outlined previously discussed items at the Finance, Economic Development Corporate Overview and Scrutiny Committee in relation to the confirmation of settlement information as set out in the report.

One Member observed a fine blend of financial factors had produced a balanced position.'. The Member noted savings outlined within the report and suggested whether further improvements could be made when considering the budget proposals. The Council's Budget Stabilisation Reserve was commented on.

Clarification was sought on the method of payment and when the money owed to the Greater Lincolnshire LEP would be paid back by.

The Chief Finance Officer highlighted that the report referenced the difficulties with the timeline of the settlement information to the Council, which was wholly outside the Council's control because due to external influence playing on Council's finances.

The Budget Stabilisation Reserve of £1.5 million was a prudent estimation due to the Council being cautious on budget proposals that Cabinet have considered in terms of an outlook on utilities, fuel and pay. It was hoped that in 2024, the £1.5million Budget Stabilisation Reserve could be replenished should the actual costs be less than the budgeted levels.

Information regarding the grant repayment owed to Greater Lincolnshire LEP would be considered at the next Full Council meeting on 26 January 2023.

General Fund - Revenue

The Deputy Leader of the Council presented the area of the report (Table 3) that outlined the overall General Fund Reserve account which included: costs of services, investment income, use or reserves, grant income and projected income from the Council tax and business rates for the next year 3 years.

The 2023/24 budget showed a balanced position after using reserves but there was an unbalanced position for the following years based on the current financial forecast.

Tables 4, 5 and 6 in the report summarised pressures the Council was facing, which came to a total of £3.2million. The figures ranged from inflationary and energy budget increases, fuel, pay award, external audit fee increases, fleet maintenance cost increases and LeisureSK Ltd's request for a management fee for 2023/24 to deliver leisure services.

A breakdown of the £3.2million was listed on Table 3. The Table highlighted some savings, with the biggest saving being the relocation of the Council offices from St. Peter's Hill to the Picture House. There had been more modest savings in the reduction of the festival programme and an amalgamation of a review of Street scene and Waste Services.

Fees and Charges

Fees and charges had been separately identified as an appendix. A £5 increase in the green waste annual collection service was being presented to Full Council on the 26 January 2023. This increase would bring an annual collection charge to £49. There would be no increase for residents that paid via cheque, over the phone or face-to-face. The proposed £5 increase would apply to residents who paid by direct debit or card only.

In terms of the Council's companies, Grounds Maintenance was currently being delivered by EnvironmentSK Ltd, a Joint Scrutiny meeting had been arranged for the 6 February 2023 to discuss the Grounds Maintenance options appraisal. The budget proposals for Grounds Maintenance made no assumptions of the future of the service, however, a budgetary change may be necessary after the recommendations made to Cabinet from the Joint Scrutiny Committee.

LeisureSK Ltd had made a proposal to Companies Committee to recommend a £500,000 management fee for the next financial year. Utility costs were massively impacting on the delivery of leisure services and an updated business plan had identified a requirement to fund leisure for the next financial year which would be paid for via the minimum guarantee grant.

General funds figures included budget assumptions which were yet to be confirmed for the Drainage Board.

The Chief Finance Officer confirmed that the Council was expecting more information on utility costs for the business sector, which the Council were included in as of April 2023. There was an expectation of utility costs to increase between 100-300%, which could result in a £1.2million additional costs. The Rural and Communities Overview and Scrutiny Committee had been reviewing certain aspects, such as street lighting and other initiatives that the Council may consider in order to reduce energy usage and thereby decrease utility costs.

A positive increase could be seen in relation to interest rates. In the previous financial year, 0.5% increase was expected in base rate on the Council's investment income rates. In the next financial year, the Council were forecasting a 4% increase which provided a budget of £700,000 in investment income, which had reduced further reliance on reserves.

The Chief Finance Officer noted the Council Tax Base increase had been set to 1.2% which was broadly in line with the Council's medium-term outlook. This increase would drive the Council's ability to generate higher receipts from Council Tax income.

The following questions were raised by Committee Members:

- How the 2023/24 figures at this meeting coincided with the figures proposed at the Budget meeting on 3 March 2022 for 2023/24. It was noted that the Table headings had changed since the previous Budget meeting.
- Clarification was sought on the figures within the directorate area of the Table and whether the budget changes within the directorate area had in-year amendments.
- One Member queried whether the £500,000 LeisureSK Ltd management fee proposal would be taken from an overall amount given to LeisureSK Ltd or whether the minimum guarantee grant would cover the costs. Concern was raised around the disappointment residents living in the Deepings may feel, due to the closure of Deepings Leisure Centre.
- Why were those who paid by direct debit for the green bin service facing a £5 increase?

The Chief Finance Officer confirmed that in terms of the comparison, the 2022-2023 report, presented in March, drainage rates were shown after the net cost of each service. In the more recent report these figures were shown above the net cost, showing the increase in cost. The management fee was a direct payment from the Council to the company of LeisureSK Ltd. As the business plan was updated due to utility cost pressures, it had been identified that the company was unable to balance its income and expenditure for the next year without a management fee from the Council. This updated business plan was due to be considered at the next Companies Committee meeting.

The Officer informed Members that the green waste service needed to keep pace with the cost of delivering that service, particularly the increasing cost of fuelling the vehicles and labour costs. A previously used charging system had been queried by some residents who didn't have access to some forms of payment, namely card or direct debit. There was to be no change to the green waste collection service over the winter period. Staff were redeployed to other areas such as the Street scene service or adverse weather response.

The Deputy Leader of the Council informed that Appendix D on page 91 showed the General Fund Reserve Statement after the movements from Table 3.

The Chief Finance Officer clarified that there was an element of uncertainty at forecasting 36 months in advance. Year-end balances were reviewed as part of the outturn position and modified as necessary as part of the budget-monitoring process. The Council approved a one-off funding of £400,000 during 2022/23 to facilitate maintenance of Council assets, particularly Arts Centres and car parks as part of continuing investment.

One Member queried why the £200,000 contribution to replacing the unmaintained and currently condemned 3G pitch in Deepings had not been set out in the budget.

At the last Full Council meeting held on 24 November 2022, it was recommended that the Council withdrew from the management of Linchfield Road and no longer proceeded with an application to the Football Foundation for the 3G pitch, which was the reasoning for the £200,000 contribution not being set out in the budget.

It was noted that the draft settlement was received from Government on the 19 December 2022. The Committee thanked The Chief Finance Officer and the Finance Team for the work on the report presented to the Joint Budget OSC meeting. Concern was raised that the recommendations were to be considered by Cabinet the following day, and a bigger timeframe would be preferred.

Queries were raised in relation to the £500,000 management fee for LeisureSK Ltd:

- What percentage of the £500,000 would be expected to be paid by Deepings residents?
- What benefit Deepings residents would receive from the £500,000 management fee for LeisureSK Ltd?

It was proposed and seconded that Cabinet revisit the possibility of reimbursing the £200,000 for the 3G pitch in the Deepings. On being put to the vote, this proposal was lost.

Clarification was sought on Table 4 of the report in relation to the £150,000 one-off maintenance workshop costs and what type of workshop work was being undertaken.

The Chief Finance Officer described the one-off increase in maintenance costs due to specific pressures including the cost of materials and labour costs.

Some maintenance activities had to take place externally due to specialist nature and some works take place in house in the Council's workshop. The Council owned and maintained over 130 vehicles; however, some would be dealt with externally.

A Member informed the Committee that the Council's green bins additional annual charge applied when more than one green bin was collected. This information was set out in page 57 of the report.

Concern was raised on the short-term nature of budgeting from Local Government for Local Authorities which does not balance the needs of SKDC going forward over a long period of time.

One Member explored costings of certain aspects where savings could be made, for example, SK Today.

It was noted that the Council no longer had an engagement PDG, where the Council would engage with the public. It was further discussed that SK Today becoming online would save money and prevent trees from being felled.

The Deputy Leader of the Council clarified that SK Today was posted out to residents in the District quarterly. The Climate Action Plan was currently going through Scrutiny process.

The Leader of the Council emphasised that certain assets and buildings would be best run on a local-level by Parish/Town Councils. An asset management plan had been created which included the Council's assets and how to receive the best value for them, for example, refurbishing, letting or disposing of assets.

It was highlighted that SK Today was already available to be read online, however, there could be an opportunity for the Council to enhance the Council's electronic communications. It was suggested that a number of locations around the District hold paper copies of SK Today to allow residents without technology to access.

One Member clarified their point around managing assets at a local level. An analysis of what financial implications that transferring land would have on the future for the Council.

It was proposed, seconded and AGREED that the Budget Joint Overview and Scrutiny Committee

- **Ask Cabinet to consider the Council's communications budget and its longer-term plans for climate change.**

One Member queried the financial breakdown of leisure services within the Toller Ward. The Chief Finance Officer clarified that budgets were not allocated by Wards but at District level.

It was noted that many services were not provided within the rural areas of the District, other than bin collection, enforcement and licensing.

The Chief Finance Officer clarified that the current charges for green waste collection was £44 for those that paid by direct debit and £49 for those customers who paid by other means. The recommendation in the report was to align the two figures to create a single annual charge of £49.

Clarification was sought on Table 4 of the report and the reasoning for the transfer of previous reserve allocation of external repairs to an annual budget to fund climate change initiatives.

A precise definition of whether the removal of the festival programme including grant donations inferred that grant donations would no longer be provided via the culture budget.

The Chief Finance Officer confirmed that the Community Fund was to continue to exist so external bodies and community groups who wished to bid for monies could still do so and the festival budget was used to fund specific festivals held by third parties.

A Member queried whether the Stamford Georgian and Gravity Field Festivals were to continue.

The Chief Finance Officer confirmed that the whole programme was proposed to be removed.

The Deputy Leader informed that a large contribution of funds came from the Arts Council in the past and this was unable to continue, therefore the budget had been removed.

A Member asked how much of the £80,000 funding related to the two Council-organised festivals and considered that a separate decision should be made regarding the continuation of them.

The Deputy Leader confirmed that the £80,000 was for the whole programme.

A Member requested that it be considered by Cabinet that each of the four towns received an amount of money to develop their own festivals and cultural programmes. The festivals were a positive way to bring money into each community and deserved the Council's support.

The Chairman added that the UK Prosperity Fund may be used as a contribution to this funding.

One Member clarified that the Council still had access to the community fund and many community groups had benefitted from the Council supporting match funding their events and festivals.

It was noted that some residents were low income, had varied degrees of literacy and had no access to IT equipment to possibly access SK Today virtually.

One Member queried where the Members' Training Budget was outlined within the report.

It was also requested whether Cabinet could consider a more efficient way of running Grantham Market due to the market losing out on £80,000 a year. The owners of the Market Rights were charging the Council £12,000 in order to hold the market whilst receiving financial gain from the Future High Street Fund for shopfronts.

It was queried as to why there had been an excess of 10% fee increase for the burial of individuals at Grantham cemetery.

The Deputy Leader of the Council outlined that discretionary charges were increasing, in line with inflation on a cost recovery basis.

The Acting Director of Housing confirmed that budgets were in place for asbestos removal and asbestos monitoring. Two new contracts had been recently awarded at Cabinet, and works were ongoing. Once properties were void, full surveys were undertaken to understand all locations where asbestos may be present.

Asbestos surveys would be undertaken when required, once they became void or before any intrusive works took place.

It was proposed, seconded, and AGREED that the Budget – Joint Overview and Scrutiny Committee considered and put forward any recommendations to Cabinet in respect of the budget proposals for 2023/24 for:

- **General Fund – Revenue and Capital**
- **Proposal of a Band D Council Tax Increase of £5**

Housing Revenue Account – Revenue

The Deputy Leader of the Council outlined that Section 5 of the report contained details relating to rent setting proposals and building in budgets in order to meet the ongoing compliance requirements of maintaining investment into the Council's housing stock.

Table 11 contained the proposal of bids to ensure that the service to the Council's tenants remained at the highest quality. The further investment included a 7% increase of rents that followed Government guidance, the increase was considered to ensure the ongoing expenditure pressures could be met from the income received by the HRA via the rental income. Tenants that received welfare financial support would receive a level of support, the benefit support will increase by over 10% which would enable the rent increase to be met.

The Capital Programme and Financing – General Fund and Housing Revenue Account

The focus of the General Fund had been on continued investment in the Council's assets and the procurement of assets in order to maintain service delivery.

The programme also contained a number of projects funded by Government grants, including the Future High Street Fund, Heritage Action Zone, Disabled Facilities Grant and UK Shared Prosperity Fund.

The HRA capital programme was focused on investment into the Council's housing stock, however, the programme would be driven by the knowledge and information received by the recently completed stock condition survey.

Both programmes would be funded from internal resources. Moreover, the General Fund would not be a long-term solution due to low levels of Capital reserves. In response to this, surplus assets were being marketed for disposal and over £1million receipts had been received from sales, allowing resources to be used to fund capital expenditure.

A query was raised on how proactively declaring specific assets surplus to its requirements in an attempt to generate capital receipts would be achieved via the Council's assets.

The Chief Finance Officer noted that the surplus could be achieved by assets that the Council are responsible for via leasing arrangements.

The general fund capital programme was financed by a balance between borrowing monies to fund capital expenditure and where it can use its own reserves to fund capital expenditure. For example, a former museum in and vacant land in Stamford had been put on the open market and capital receipts had been generated. Those receipts could be utilised in the future to fund ongoing capital expenditure which would save the Council the cost of borrowing both from itself and from the market.

It was queried as to whether there had been any underspend on the Disabled Facilities Grant since the previous year's figures.

The Disabled Facilities Grant was provided as an allocation by Lincolnshire County Council through demand. The grant demand may vary from year to year.

The Cabinet Member for Housing and Property clarified that the Disabled Facilities Grant position and outturn achievements would be presented to the Finance, Economic Development and Corporate Services Overview and Scrutiny Committee at the next meeting. Any underspends from the previous year would be carried forward and settlement advice from Lincolnshire County Council had not yet been received.

One Member suggested that the outturn figures being provided in the report from the previous financial year would be beneficial.

It was queried as to whether the £1-2 million would continue to be spent on compliance of the Council's properties or whether this budget would be reoccurring or would decrease once the compliance checks were up to date.

The rent increase process allowed the Council to increase rent by as much as 7%. It was noted that 60% of tenants received a level of welfare support which was scheduled to increase at a higher level meaning 40% of tenants were working and would have to find the 7% increase in their rent and would not receive financial support.

The Deputy Leader of the Council confirmed that a Joint meeting of the Environment Overview and Scrutiny Committee and Rural and Communities Overview and Scrutiny Committee was due to take place to discuss the future of Environment SK Ltd and therefore grounds maintenance costs were not included within the budget.

A query was raised on whether there were any agreements in place with suppliers to issue penalty charges for incomplete housing repair contracts to guarantee quality delivery of service.

Assurance was sought on the overall costs of supplies and materials increasing by 30% and how the Council were managing the increase. It was further queried as to whether the Council were required to pay more for staff due to shortages and how this coincided with the expenditure.

The Acting Director of Housing reassured the Committee that the team were working with contractors on effective contract management. The Council had penalty clauses in place with contractors and had a number of individual cases at present. The Council held monthly contract meetings with its contractors.

Supply chain issues are a national problem. The Council had experienced a seasonal supply issue in relation to parts for gas boilers and heating systems. Clauses within the contract ensure that temporary heaters were supplied to tenants who experienced a loss of heating.

The shortage of materials supplies, and resources had been reported at Overview and Scrutiny Committees.

The Acting Director of Housing highlighted that each of the Council's contracts with contractors had an annual CPI or RPI linked uplift within the contract. Certain material contractors had increased their costs due to fuel and staffing costs being increasing.

The Council were letting new contracts as a result of contractors being unable to fulfil the original signed contract, which resulted in an uplift of costs, in line with current inflation. The budget for the next financial year was prudent regarding uplifts and a 10% uplift could be seen due to the inflationary increase as of September 2022.

A Member asked that if there was a shortfall in the funding, where would the monies come from and how was that situation being monitored.

The Acting Director of Housing informed the Committee that monthly budget monitoring meetings took place with accountants and the relevant managers. Decisions would be made that may require the delay of planned maintenance if the condition of those assets enabled such decisions to be made. The data from the recent stock condition survey had enabled the Council to extend the life of some of the bathrooms and kitchens. Energy efficiency works were being facilitated as a priority for tenants affected by the cost-of-living pressures alongside input from the Finance Team as necessary.

The Cabinet Member for Housing and Property confirmed that the integrated housing management system implementation was ongoing. A date was to be arranged for Members to see a demonstration of the new system to provide assurance of the value that it will bring. The Cabinet Member confirmed questions on the Stock Condition Report were to be answered at the next Finance, Economic Development and Corporate Services Overview and Scrutiny Committee in February 2023

A Member asked if it was correct that currently, approximately 80 void properties were empty at any one time. The Member further asked if any progress had been made with regard to the lift manufacturer contract. A Sheltered Housing complex in Bourne had been without a working lift for 4 weeks over Christmas – a great inconvenience for the residents. The Member queried the possibility that this year's target would be reached when the last two years targets on void properties had failed.

The Acting Director of Housing informed Members that the Council had always aimed to reduce the turnaround time for void properties. Currently there were issues with contractor resources that caused delays of up to 6 weeks on the delivery of kitchens in particular. The 1.5% target was considered to be achievable to prevent having to source additional funds from elsewhere within the budget. The Officer informed Members that contractors were currently onsite at Bourne to rectify the working of the lift. A new lift contractor had been appointed to start imminently on any significant repairs across all lifts within the sheltered housing stock.

A Member queried that a target had been set that was poor in performance which was not good. A challenging performance target was preferred.

The Acting Director of Housing clarified that the Voids Team were working very hard to reduce the turnaround times. A target of 60 days had been set for the financial year which may not be reached as there had been staffing vacancies that were proving difficult to fill and supplier issues compounded this. The current backlog needed to be reduced before aiming ultimately for a sub 30 day average completion of voids.

The Cabinet Member for Housing and Property noted that a saving had been made via the Skyline magazine and ensuring 2 copies per year were produced and that hard copies could be requested but the publication would mainly be available via online channels.

It was reported that outturn figures for housing for the financial year were:

- 8058 repairs had been carried out
- 327 voids had been re-let
- 677 properties had received improvement
- 218 properties had received a new kitchen
- 169 properties had received new boilers
- 122 properties had received new bathrooms
- 150 properties had received new roofs

The outturn figure of capital works was £6,700,00. The outturn figures were available as part of the Skyline magazine.

It was suggested as to whether the Council could make savings in the Council's housing stock by expediting energy efficiency measures. The current energy efficiency rating of the Council's properties was queried.

The Acting Director of Housing reassured the Committee that a significant bid of £7.26 million had gone into the social housing decarbonisation fund to target 332 of the Council's lowest energy performing properties with a view to bringing those properties up to an EPC rating of C via a fabric first whole house approach.

Concern was raised around the social housing decarbonisation fund and if successful, would enable to use external monies from specific investment schemes and therefore reduce the amount of the Council's own reserves.

Clarification was requested as to whether energy efficiency measures would still be put into place irrespective of whether the bid was successful or not.

The Acting Director of Housing highlighted that the ability to bring external funding of the social housing decarbonisation fund would expedite the work and would enable the Council to bring those 333 up to specification by the end of the spend deadline, which would be May 2025. If the funding was unsuccessful, the works may take longer in conjunction with the capital programme to ensure affordability.

The social housing decarbonisation fund bid total was £7.26 million but would be 55% funded by the Council and 45% funded by the grant. There was not a definitive bid outcome date, however, the Council had been assured that an outcome would be known by March 2023.

A query was raised on what the Council's budget for emergency accommodation was and what type of emergency accommodation was offered to people within the District.

It was confirmed that 53 of the Council's properties within the HRA were utilised as temporary accommodation for individuals that had been at risk of homelessness or had not received a firm offer of accommodation. If a tenant required a high level of

repairs to the property, the Council would decant the resident to another property to enable works to take place.

One Member queried whether there were provisions in place to repair double glazed windows.

The Cabinet Member for Housing and Property reassured the Committee that a window replacement programme was currently being undertaken.

It was queried what the compliance and radon testing of £800,000 would be utilised for and the reason for this figure be reoccurring.

The compliance and radon testing were an additional budget for fire compartmentation surveys that would be undertaken across the Council's stock. Radon testing would take 2-3 months to complete, radon maps showed that the District included some high risk areas. The set figure was pragmatic until test results started to come through, remediation costs could be up to £10,000 per property.

Reserves and Balances

Table 16 provided a summary of movements over the next 3 years, which were subject to regular review depending upon the position of the outturn of the current financial year and any changes in the spending plans.

It was proposed and seconded that Cabinet consider reallocating the revenue reserves to create a specific reserve in order to potentially fund future Council or Community leisure facilities in the Deepings.

The Deputy Leader of the Council requested the reallocation figure and which capital reserves would be utilised for the proposal.

It was requested that Cabinet could look into the local priorities reserve, which was forecasted at £5.503 million at the end of March 2023.

The proposal failed.

It was proposed, seconded and **AGREED** to extend the meeting.

Clarification was sought on what budget had been set aside regarding asbestos surveys on the Council's properties and whether comprehensive surveys had been undertaken across all of the housing stock.

Risk Register

The risk register was subject to regular review dependant on the financial climate and outlook, which was regularly revised at Governance and Audit Committee.

It was proposed, seconded, and AGREED that the Budget – Joint Overview and Scrutiny Committee considered and put forward any recommendations to Cabinet in respect of the budget proposals for 2023/24 for:

- Housing Revenue Account – Revenue and Capital
- Proposed dwelling rent increase of 7%
- Proposed use of Reserves for both General Fund and Housing Revenue Account
- Proposed Fees and Charges for both General Fund and Housing Revenue Account

42. Any other business which the Chairman, by reason of special circumstances, decides is urgent

The Chairman thanked all Officers involved.

43. Close of meeting

The Chairman closed the meeting at 17:10.

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SOUTH
KESTEVEN
DISTRICT
COUNCIL



Budget – Joint Overview and Scrutiny Committee

15 January 2024

Report of: Councillor Richard Cleaver
Leader of the Council
Councillor Ashley Baxter
Deputy Leader of the Council

Budget Proposals for 2024/25 and indicative budgets for 2025/26 and 2026/27

Report Author

Richard Wyles, Deputy Chief Executive and s151 Officer

✉ r.wyles@southkesteven.gov.uk

Purpose of Report

To present draft Budget proposals and estimates for 2024/25 for both the General Fund and the Housing Revenue Account.

Recommendations

The Budget – Joint Overview and Scrutiny Committee is asked to:

1. Consider and review the budget proposals and estimates within the report
2. Recommend to Cabinet any amendments in respect of the following budget proposals for 2024/25:

General Fund

- General Fund – Revenue and Capital
- Proposal of a Band D Council Tax Increase of either £5 or 3% (£5.31)

Housing Revenue Account

- Housing Revenue Account – Revenue and Capital

- **Proposed dwelling rent increase of 7.70%**
- **Proposed increase for garage rents and service charges of 6.7%**

General Fund and Housing Revenue Account

- **Proposed use of Reserves for both General Fund and Housing Revenue Account**
- **Proposed Fees and Charges for both General Fund and Housing Revenue Account**

| Decision Information | |
|---|---|
| Is this a Key Decision? | No |
| Does the report contain any exempt or confidential information not for publication? | No |
| What are the relevant corporate priorities? | Growth and our economy Housing that meets the needs of all residents Healthy and strong communities Clean and sustainable environment High performing Council |
| Which wards are impacted? | All |

1. Implications

Taking into consideration implications relating to finance and procurement, legal and governance, risk and mitigation, health and safety, diversity and inclusion, staffing, community safety, mental health and wellbeing and the impact on the Council's declaration of a climate change emergency, the following implications have been identified:

Finance and Procurement

1.1 Financial commentary is contained throughout this report. Members are asked to particularly note the commentary on the level of reserves and the Financial Risk Register.

Richard Wyles, Deputy Chief Executive and s151 Officer

Legal and Governance

1.2 The recommendations relate to proposals for the budget which forms part of the budgetary and policy framework in accordance with the Budget and Policy

Framework Procedure Rules set out at Part 4.21 of the Constitution of the Council. Members must consult with the community on the proposals contained within this report as required in accordance with statutory regulation and constitutional requirements.

Graham Watts, Assistant Director (Governance and Public Protection) and Monitoring Officer

Risk and Mitigation

1.3 A Financial Risk Register is shown at Appendix E and risk scores are applied accordingly.

Tracey Elliott, Risk and Governance Officer

Diversity and Inclusion

1.4 An Equality Impact Assessment has been undertaken and is appended at Appendix F.

2 The Background to the Report

2.1 The purpose of this report is to present the draft budget proposals for the 2024/25 to the Budget Joint Overview and Scrutiny Committee. The Committee is invited to review and comment on the proposals contained in the report which will be presented to Cabinet on 18 January 2024. The budget setting timetable is set out below:

| Date | Heading | Details |
|------------------------------|--------------------|--|
| 15 January 2024 | Budget – Joint OSC | To consider proposed budgets for 2024/25 |
| 18 January 2024 | Cabinet | To consider proposed budgets To receive feedback from Budget -Joint OSC To approve consultation of budget proposals To recommend proposals for fees and charges 2024/25 |
| 19 January – 2 February 2024 | Consultation | To receive views on proposed Council Tax levels for 2024/25 |
| 25 January 2024 | Council | To consider and approve fees and charges 2024/25 |
| 6 February 2024 | Cabinet | To consider consultation feedback and make final budget recommendations to Council |

| | | |
|------------------|---------|--|
| 29 February 2024 | Council | To approve Council Tax level and approve budget for 2024/25 including General Fund and Housing Revenue Account |
|------------------|---------|--|

2.2 The budget setting process is closely aligned and supports the ambitions of the current Council's Corporate Plan and continues the support of the current priorities whilst reflecting the emerging themes of the proposed new Corporate Plan.

2.3 The budget formation has been developed reflecting the ambitions of the Administration which has led the budget proposals ever mindful of the financial challenges the council, the wider public sector and households are facing. Members are very aware of the financial difficulties suffered by a number of Councils which has resulted in a record number of s114 notices during the past 12 months and a warning from the sector that a further 26 local authorities could issue s114 notices in the next two years.

2.4 The review of the high spend areas will continue particularly amongst the discretionary service areas to ensure these align and support the Corporate Plan ambitions. This will be necessary as the Council's Minimum Revenue Provision (MRP) is forecast to increase in the medium term and therefore will therefore need to be built into budgets going forwards. This is explained in more detail at section 4.3.

2.5 The budget setting process commenced in September 2023 and the proposals have been formulated by the Cabinet, working closely with senior officers, through a number of budget review sessions. The sessions have focused on the ambitions of the Council to drive forward the Corporate Plan but within reduced financial parameters.

2.6 This report brings together the conclusions of the budget preparatory work and covers a number of areas:

- The funding position for the General Fund (section 3)
- The draft General Fund budget proposals (section 4)
- The Housing Revenue Account (HRA) position (section 5)
- Fees and Charges (section 6)
- The Capital Programmes (section 7)
- The Capital Financing Statement (section 8)
- Reserves and Balances (section 9)

3 THE FUNDING POSITION FOR THE GENERAL FUND

3.1 Spending Review 2024 – Overview

On 5 December 2023, the Secretary of State for Levelling Up, Communities and Local Government published a ministerial statement accompanied by a policy

statement on the 2024/25 local government finance settlement and confirmed by the provisional settlement announced on 18 December 2023.

This section summarises announcements regarding the 2024/25 settlement.

Overall, the Government expects core spending power will be worth approximately £64 billion in 2024/25, a £4 billion or 6% increase on 2023/24.

On the core settlement, the Statement confirms that:

- Baseline funding levels will be index linked and Councils will be compensated for the business rates multiplier freeze with the intention that the sum total of the Baseline funding levels and the compensation grant will increase by 6.7%.

On Council Tax, the Statement confirms that:

- Councils with social care responsibilities will be able to increase Council Tax by up to 3% with an additional 2% for adult social care without a local referendum.
- Shire district councils will have a referendum principle of 3% or £5, whichever is higher. The Council could therefore choose to increase Council Tax (including SEA's) by a maximum of £5.31.
- There will be no referendum limits set for town and parish councils and Mayoral Combined Authorities.

In terms of other grants, the Government announced that:

- The Government will continue with the funding guarantee to increase every council's core spending power by at least 3%, before additional council tax income as a result of council tax level decisions is factored in. This means that there will still be an assumption around taxbase growth from a national perspective. The total allocation for 2024/25 will be £197m.
- The Services Grant will be reduced from its £483 million level in 2023/24 to £77m in 2024/25.
- The new homes bonus will continue in 2024/25 with a new round which will attract no legacy payments. The total allocation for 2024/25 will be £291m.
- The rural services delivery grant will remain unchanged at £95 million.
- The specific allocations for the Council are detailed in Table 1.

Other announcements regarding 2024/25 include the following:

- All current ‘enhanced’ business rates retention areas will continue for 2024/25 and, where requested, pooling of business rates will also proceed. The 2024/25 provisional finance settlement represents the 12th year in which the Business Rates Retention Scheme is the principal form of external local government funding.
- The Government will not proceed with any fundamental reforms to the finance system in 2024/25.

Table 1 – Indicative Funding Levels for South Kesteven District Council

| Funding Heading | 2024/25 £m | 2025/26 £m | 2026/27 £m |
|-------------------------------|-----------------------|-----------------------|-----------------------|
| Business Rates (SFA) | 6.3 | 5.5 | 5.6 |
| New Homes Bonus | 0.6 | 0.0 | 0.0 |
| Rural Services Delivery Grant | 0.3 | 0.3 | 0.3 |
| Council Tax | 9.1 | 9.6 | 10.0 |
| Funding Guarantee Grant | 1.0 | 1.3 | 1.1 |
| Services Grant | 0.02 | 0.02 | 0.02 |
| Revenue Support Grant | 0.1 | 0.1 | 0.1 |
| Total Resources | 17.42 | 16.82 | 17.12 |

The above table does not include the Collection Fund projected surplus/deficit which is unable to be calculated until January 2024.

In the overall Core Spending Power calculations that Government has provided there is the assumption that Councils will increase their share of the Council Tax in accordance with the limits set and referred to above. It can be seen from the table above that Council Tax income is the single biggest element of the Council overall funding levels and therefore proposals for Council Tax levels for 2024/25 should be considered in this context. Tables 2 and 2a show the projected increases in Council tax income should the Council take the opportunity to increase its share of Council Tax each year by either £5 or the maximum amount of 3%.

Table 2 – Option 1 £5 increase on the 2023/24 Council Tax Band D Charge

| | 2023/24 | 2024/25 | % Variation | Increase |
|--------------------------------|----------------|----------------|--------------------|-----------------|
| Assumed Band D Charge Increase | Up to £5.00 | Up to £5.00 | n/a | n/a |

| | | | | |
|---|----------|----------|-------|---------|
| Tax Base (Projected from 25/26) assumed 1.0% growth | 49,329.0 | 49,710.0 | 0.77% | 381.0 |
| Band D Charge – SKDC only | £166.59 | £171.54 | 3.0% | £4.95 |
| Band D Charge – Grantham SEA | £51.48 | £52.11 | 1.2% | £0.63 |
| Band D Charge – Langtoft SEA | £6.84 | £7.02 | 2.6% | £0.18 |
| Band D charge (SKDC only incl. Special Expense Areas) | £178.58 | £183.58 | 2.8% | £5.00 |
| Assumed Council Tax Income | £8.809 | £9.125m | 3.6% | £0.316m |

Table 2a – Option 2 (up to) 3% increase on the 2023/24 Council Tax Band D Charge

| | 2023/24 | 2024/25 | % Variation | Increase |
|---|-------------|-------------|-------------|----------|
| Assumed Band D Charge Increase | Up to £5.00 | Up to £5.31 | n/a | n/a |
| Tax Base (Projected from 25/26) assumed 1.0% growth | 49,329.0 | 49,710.0 | 0.77% | 381.0 |
| Band D Charge – SKDC only | £166.59 | £171.81 | 3.13% | £5.22 |
| Band D Charge – Grantham SEA | £51.48 | £52.29 | 1.6% | £0.81 |
| Band D Charge – Langtoft SEA | £6.84 | £7.02 | 2.6% | £0.18 |
| Band D charge (SKDC only incl. Special Expense Areas) | £178.58 | £183.89 | 2.97% | £5.31 |
| Assumed Council Tax Income | £8.809 | £9.141m | 3.8% | £0.332m |

The difference between options 1 and 2 is a Council Tax income of £16k for 2024/25.

Business Rates Pool – the Lincolnshire authorities have once again applied for Pool status for 2024/25 which has proven to be financially beneficial for all tiers of Lincolnshire Councils. The allocation of additional business rates received (known as the retained levy) will continue to be distributed as 40% Lincolnshire County Council and 60% allocated over the other Pool members. At the time of compiling the report a Pool proposal consisting of the following authorities has been submitted to the Department for Levelling Up, Housing and Communities (the outcome of which is awaited):

- Boston Borough Council
- East Lindsey District Council
- Lincoln City Council
- Lincolnshire County Council
- North Kesteven District Council
- South Kesteven District Council

- West Lindsey District Council
- South Holland District Council

4 GENERAL FUND BUDGET PROPOSALS

4.1 The overall General Fund position for 2024/25 is shown at table 3 below and Appendix A. The net budget requirement for 2024/25 is estimated at £19.607m.

Table 3 – Summary of General Fund Estimates

| Description | 2023/24 Original Budget | 2024/25 Proposed Budget | 2025/26 Indicative Budget | 2026/27 Indicative Budget |
|---|-------------------------------|-------------------------------|---------------------------------|---------------------------------|
| | £'000 | £'000 | £'000 | £'000 |
| Directorate Area | | | | |
| Corporate, Governance & Public Protection | 3,731 | 4,037 | 4,224 | 4,306 |
| Finance, Property & Waste Services | 9,975 | 9,532 | 10,151 | 10,494 |
| Growth & Culture | 9,242 | 10,520 | 8,129 | 8,299 |
| Housing & Projects | 1,251 | 1,453 | 1,519 | 1,548 |
| HRA recharge | (2,814) | (2,942) | (3,031) | (3,122) |
| Drainage Rates | 871 | 947 | 985 | 1,004 |
| | 22,256 | 23,547 | 21,977 | 22,529 |
| Financing and Investment | | | | |
| Depreciation | (4,859) | (4,450) | (4,537) | (4,623) |
| Investment Income | (760) | (914) | (762) | (487) |
| Minimum Revenue Provision | 126 | 281 | 400 | 782 |
| Revenue Contribution to Capital | 37 | 57 | 0 | 0 |
| | 16,800 | 18,521 | 17,078 | 18,201 |
| Appropriations | | | | |
| Building Control Reserve | (31) | (28) | (29) | (29) |
| Football 3G Pitch | 25 | 25 | 25 | 25 |
| ICT Reserve | 0 | (29) | (19) | 0 |
| Local Priorities Reserve | 0 | 829 | 0 | 0 |
| Budget Stabilisation Reserve | (1,534) | 0 | 0 | 0 |
| NHB Transfer to Reserves | 459 | 564 | 0 | 0 |
| Pensions Reserve - Former Employees | (33) | (31) | (31) | (31) |
| Regeneration Reserve | (227) | (348) | 0 | 0 |
| Special Expenses | 101 | 104 | 116 | 0 |
| Total Reserve Movement | (1,240) | 1,086 | 62 | (35) |
| Net Cost of Service | 15,560 | 19,607 | 17,140 | 18,166 |
| Funding | | | | |
| Business Rates | (3,971) | (6,400) | (5,500) | (5,600) |

| | | | | |
|--|-----------------|-----------------|-----------------|-----------------|
| Surplus Deficit on Collection Fund | (72) | 0 | 0 | 0 |
| Council Tax | (8,809) | (9,126) | (9,562) | (10,012) |
| | (12,852) | (15,526) | (15,062) | (15,612) |
| Grant Income | | | | |
| Rural Services Grant | (309) | (346) | (346) | (346) |
| Services Grant | (143) | (23) | (23) | (23) |
| Revenue Support Grant | 0 | (153) | (158) | (161) |
| Funding Guarantee Grant | (976) | (1,014) | (1,260) | (1,071) |
| New Homes Bonus | (459) | (564) | 0 | 0 |
| UK Shared Prosperity Fund | (821) | (1,981) | 0 | 0 |
| | (2,708) | (4,081) | (1,787) | (1,601) |
| Total Funding | (15,560) | (19,607) | (16,849) | (17,213) |
| Deficit if savings proposals approved | | 0 | 291 | 953 |

4.2 The Council is legally required to present a balanced position for each financial year. For 2024/25 this has been achieved through careful planning, projected reductions in utility and fuel forecasts and a continuation of higher than previously experienced investment interest rates. This position is much improved compared to the current financial year when the budget could only be balanced by the use of the Budget Stabilisation Reserve. However, budget monitoring this year is forecasting that the use of the reserve is unlikely due to further forecast reductions in energy prices and careful budget management. The Finance and Economic Overview and Scrutiny Committee will continue to monitor the position for the remainder of this financial year. Beyond next financial year, the medium term outlook remains uncertain and unpredictable mainly due to anticipated future Government departmental funding constraints.

Minimum Revenue Provision (MRP)

4.3 Minimum Revenue Provision (MRP) is the charge to revenue made in respect of paying off the principal sum of the borrowing undertaken to finance the capital programme. MRP, which is largely defined by regulation, is aimed at ensuring that the council does not have time expired or fully depreciated assets but would still have the associated outstanding debt. MRP is charged the first full financial year after the asset becomes operational and is charged over the life of the asset. Table 3 shows the forecast MRP charge is likely to increase significantly over the next three years as the Council undertakes further borrowing. The primary contributory factors are shown at table 4:

Table 4 – Forecasted MRP Charges

| | 2024/25 £'000 | 2025/26 £'000 | 2026/27 £'000 |
|--|--------------------------|--------------------------|--------------------------|
| Existing MRP Charge (legacy borrowing) | 121 | 116 | 111 |
| St Martin's Park | 160 | 160 | 160 |

| | | | |
|-------------------------------|------------|------------|------------|
| Vehicle Replacement Programme | 0 | 124 | 311 |
| Depot Development | 0 | 0 | 200 |
| Total | 281 | 400 | 782 |

4.4 Key Budgetary Proposals

The budgetary proposals for 2024/25 contain a number of service changes that have been incorporated to meet operational demands. These increases in costs have been partially offset by proposals to increase fees and charges and proposed reductions in other budget areas.

Table 5 – Proposed Budget Increases

| Details | Financial Implication £'000 | Recurring/ One-Off | Comments |
|------------------------------|-----------------------------|--------------------|---|
| Inflationary increases | 328 | Recurring | Assumptions built in the medium term outlook relating to inflation |
| Pay Award | 2,078 | Recurring | The base budget has increased from 23/24 and a 5% increase assumed for 24/25 |
| External Audit Fee | 104 | Recurring | Increase in charges from the Council's external auditor for the audit of the Statement of Accounts and Housing Benefit Subsidy Return |
| Internal Audit Fee | 36 | Recurring | Increase in costs from the Council's internal auditor. |
| Emergency Accommodation | 150 | Recurring | To enable an increase in homelessness prevention activity |
| Housing Register Post | 18 | Recurring | Fixed term post |
| Local Plan | 215 | One-off | |
| LeisureSK Ltd Management Fee | 447 | One-off | One year only budget request made by LeisureSK Ltd |
| Tree Officer Post | 45 | Recurring | To increase the number and condition of trees in the District. |
| Total | 3,421 | | |

Table 6 – Proposed Savings

| Details | Financial Implication £'000 | Comments |
|---------|-----------------------------|----------|
| | | |

| | | |
|----------------|--------------|---|
| Business Rates | 152 | Reduction in business rates payable by the Authority following successful rateable value reductions |
| Utilities | 999 | Inflationary assumptions in ongoing energy costs reduced from previous budgeted levels |
| | 1,151 | |

Table 7 – Proposed changes to Fees and Charges

| Details | Financial Implication £'000 | Comments |
|---|--------------------------------|--|
| Green Waste Service | 129 | £2 increase for first bin (from £49 to £51) and an increase of the charge for all subsequent bins to £36 |
| Other discretionary services | 35 | Inflationary increase only to all other discretionary charges |
| Additional Fees and Charges Income | 164 | |

Company Funding proposals

4.5 Leisure Services delivered LeisureSK Ltd

The Board of Directors for LeisureSK Ltd have made the Council aware of the difficult trading conditions and the financial challenges. These primarily relate to increased utility costs and staffing costs following the increase to the Minimum Wage hourly rate. There has also been an increase in irrecoverable VAT which is linked to the VAT exempt services provided by the leisure centres, for example, swimming lessons.

At the time of compiling this report a proposal is being presented to the Culture and Leisure OSC on 9th January 2024 to request a management fee request of £447K for the financial year 2024/25.

In respect of business rates, the Government has announced that from 1 April 2024, there will be a 75% discounted scheme for the retail, hospitality and leisure sectors for the full financial year. Therefore, LeisureSK Ltd as the rating occupier, will only be required to pay the 25% business rates at the three locations which is calculated at £143,462. In line with the localised Business Rates funding model, the Council would then financially contribute 40% of the rates payable with the Government contributing 50% and Lincolnshire County Council contributing 10%. This would equate to a Council contribution of £57.4k for 2024/25.

General Fund Budget Estimates – 2024/25

4.6 The budget assumptions that have been considered and incorporated into the budget estimates are shown at table 8, all other inflationary costs have been absorbed by service areas which has assisted with achieving a balanced budget.

Table 8 – General Fund Budget Assumptions

| Cost Heading | 2024/25 Budget Increases (%) | Financial Impact £'000 | 2025/26 Budget Increases (%) | Financial impact £'000 | 2026/27 Budget Increases (%) | Financial impact £'000 |
|------------------------|------------------------------|------------------------|------------------------------|------------------------|------------------------------|------------------------|
| Drainage Board Levies* | 8.7 | 76 | 4 | 38 | 2 | 19 |
| Fuel | 16 | 143 | 14 | 143 | 12 | 143 |
| Pay Award | 5 | 703 | 5 | 739 | 2 | 297 |
| Insurance | 14 | 30 | 10 | 33 | 10 | 36 |

*The Council received a one-off Internal Drainage Board Levy Grant from Central Government of £88k in 2023-24 to provide additional funding towards the increased cost of this levy although there has not been a grant for 2024/25.

4.7 Treasury Investment Income - the financial forecasts in respect of investment income over the next three years have been modelled on the following anticipated levels of interest rates (provided by the investment advisors). However, it must be noted that the forecasts remain unpredictable and are therefore liable to change over the budget period. The investment income interest rates for the next three years are shown at table 9 below:

Table 9 – Treasury Investment Financial Forecasts

| Financial Year | 2024/25 | 2025/26 | 2026/27 |
|-----------------------------|---------|---------|---------|
| Forecasted Interest Rate | 5% | 4.5% | 3% |
| Assumed Interest Receivable | £914k | £762k | £487k |

4.8 This information has been utilised to anticipate the potential levels of interest income the Council will receive for its investment of the reserve balances. The total interest receivable is shared between the General Fund and the Housing Revenue Account (HRA) depending upon the reserve balances for each Fund. However, it should be noted that the forecast income can only be an estimate as it will be determined by the level of balances and the achievable interest rates over the prevailing financial year.

4.9 The increase in interest receivable is a key factor for the Council reducing reliance on the Budget Stabilisation Reserve to balance budgets in the short to medium term. However this is only achievable if reserve levels remain relatively stable. The Council will continue to invest in accordance with the criteria set out in its approved Treasury Management Strategy.

Council Tax Proposals

4.10 The proposed draft budget proposals for 2024/25 is calculated based on the options available for Council tax setting:

Table 10 – Council Tax options (current 2023/24 charge £178.58)

| | 2024/25 options | | |
|---|--|--|----------------------------------|
| | Up to £5 increase £183.58 (2.88%) Band D | Up to 3% increase £183.89 (£5.31) Band D | No increase £178.58 Band D |
| Council Tax level x 49,710.0** (including SEA*) | £9.126m | £9.141m | £8.877m |
| £ annual difference to a £5 increase | £0 | £15k | (£249k) |
| SKDC only Band D Charge | £171.54 | £171.81 | |
| SKDC Including SEAs | £183.58 | £183.89 | |

*SEA – Special expense area

** Council Tax base

4.11 The budget proposals for 2024/25 have been compiled on the assumption that the available £5 increase (for a Band D property) which has been assumed in the Medium Term Financial Plan. The Council could choose to increase Council Tax by the maximum limit available of 3% (without the need for a referendum) which would generate additional annual income £15k. Should a lesser increase be proposed then the following options would require consideration:

- Reduction of specific budgets within service headings.
- Increase in savings, efficiencies and/or income to offset the reduction in Council tax income.
- A one-off reserve movement to offset the financial difference. This would be a one-off solution only to avoid an ongoing dependency of reserve needed to fund budget proposals.

Consultation in respect of Council Tax options for 2024/25 will be launched following the January meeting of Cabinet. The consultation feedback will be presented to the February meeting of Cabinet.

5 HOUSING REVENUE ACCOUNT (HRA)

5.1 The HRA budget proposals continue to focus on:

- Helping to meet the housing needs of tenants
- Facilitating the delivery of new housing across a range of tenures
- Enabling those whose independence may be at risk to access housing (including their current home) that meets their needs
- Supporting investment in homes for affordable warmth for our tenants

- Meeting compliance requirements and ensuring resources are allocated

The Committee will be aware the Chief Executive determined, in consultation with the Leader and Cabinet Member for Housing and Planning, to self-refer the Council to the Regulator of Social Housing in November 2021.

Since this referral Officers have been providing monthly data and details relating to the core issues of non-compliance for the Regulator to consider and review.

Monthly meetings have been taking place with the Regulator to cover issues of focus in terms of the regulatory framework, focusing on the Homes Standard.

In August 2023, a full report documenting the progress and requesting the removal of the Regulatory Notice was submitted by the Chief Executive to the Regulator.

The Council received notification from the Regulator that the Notice would be lifted with effect from the 25th October 2023.

The Regulator recognises that work that remains to be done in terms of the ongoing improvements on our Housing Management System and Asset Management software as the basis for effective compliance management and has requested notification once these systems are in place.

The Council has come a long way and while the decision to remove the Regulatory Notice shows significant improvement has been made, there are still improvements to be made to consolidate the efforts made to date.

The Housing Compliance Audit completed in July 2023 to validate the work carried out did make further recommendations. These recommendations were tabled into an action plan which will continue to be monitored alongside the routine performance reporting.

The approach to the budget setting has been undertaken in the context of the need to invest further in the key service areas whilst being mindful of the need to maintain a sustainable 30 year financial business plan.

5.2 The rental income budgets are set in accordance with the Government's rent setting guidance formula which has been approved as 7.7% for 2024/25.

Table 11 – HRA Budget Assumptions

| Cost Heading | 2024/25 Budget Increases (%) | Financial Impact £'000 | 2025/26 Budget Increases (%) | Financial impact £'000 | 2026/27 Budget Increases (%) | Financial impact £'000 |
|--------------|------------------------------|------------------------|------------------------------|------------------------|------------------------------|------------------------|
| Pay Award | 5 | 216 | 5 | 227 | 2 | 96 |
| Insurance | 24.1 | 14 | 8.4 | 21 | 8.7 | 23 |
| Fuel | 16 | 12 | 14 | 12 | 12 | 12 |

Table 12 – Proposed Budget Bids

| Details | Financial Implication £'000 | Recurring/One-Off |
|--------------------|-----------------------------|-------------------|
| Housing Ombudsman | 8 | Recurring |
| Complaints Officer | 39 | Recurring |
| Housing Apprentice | 27 | Recurring |

| | | |
|-------------------------------|--------------|------------|
| Housing Register Post | 18 | Fixed Term |
| Tunstall | 100 | Recurring |
| Turnpike Close Office rental | 55 | Recurring |
| Void Refurbishment | 700 | One-off |
| Consultants' Fees | 15 | Recurring |
| IT Software Licences | 77 | Recurring |
| New Build Feasibility studies | 100 | Recurring |
| Total | 1,139 | |

Housing Revenue Account 2024/2025 – Rent Proposals

5.3 The rent setting proposals for 2024/25 has increased the annual budgeted rental income from £27.283m in 2023/24 to £28.916m in 2024/25. For 2024/25 the average weekly rental increase for individual property will be £6.93. The average rent in 2024/25 will be £96.99 with a minimum of £64.38 and a maximum of £186.56. Garage rents are proposed to increase by 6.7% and service charges are proposed to increase in accordance with the fees and charges shown at Appendix B. Further analysis of rent details is provided in tables 13 and 14.

Table 13 - Impact – 7.7% increase

| Bedrooms | % of Dwelling Stock | Average Weekly Rent 2023/24 | Average Weekly Rent 2024/25 | Average Increase | % Increase |
|------------|---------------------|-----------------------------|-----------------------------|------------------|------------|
| Bedsit | 0.50% | 63.56 | 68.46 | 4.90 | 7.70% |
| 1 Bedroom | 13.46% | 77.90 | 83.90 | 6.00 | 7.70% |
| 2 Bedrooms | 42.85% | 87.35 | 94.08 | 6.73 | 7.70% |
| 3 Bedrooms | 40.97% | 96.36 | 103.78 | 7.42 | 7.70% |
| 4 Bedrooms | 2.09% | 101.11 | 108.90 | 7.79 | 7.70% |
| 6 Bedrooms | 0.14% | 118.26 | 127.37 | 9.11 | 7.70% |

Table 14 - Increases for Individuals

| Increase per week | Number of Properties | % Of Properties |
|-------------------|----------------------|-----------------|
| Under £4.99 | 34 | 0.58% |
| £5.00 - £5.99 | 478 | 8.17% |
| £6.00 - £6.99 | 2,834 | 48.44% |
| £7.00 - £7.99 | 2,179 | 37.24% |
| £8.00 - £8.99 | 298 | 5.09% |
| £9.00 - £9.99 | 20 | 0.34% |
| Over £10.00 | 8 | 0.14% |
| Total | 5,866 | 100.00% |

5.4 In addition to using the 7.7% rent increase in setting the budget for rental income for future years, further assumptions have been made.

Void rent assumptions of 2.5% have been built into the budgets. Whilst this figure is lower than current performance levels, the direction of travel is improving and suggest the 2.5% will be achievable from April 2024.

Right to Buy sales have been budgeted at 45 sales for 2024/25 and is in line with current sale figures.

6 FEES AND CHARGES

6.1 Fees and charges are becoming a key element of the Council funding which raise approximately £8m towards the costs of delivery for specific services. In order to ensure a consistent and transparent approach to fee setting, a fees and charges policy was approved by Council ([Appendix G - Charging Policy.pdf \(southkesteven.gov.uk\)](#)). The policy introduces a set of principles which have been applied to fees and charges setting.

6.2 The Council provides a wide range of services for which it is able to make a charge – either under statutory powers (set by the Government) or discretionary (set by the Council). Further definitions of the two main categories of charge are detailed below:

Regulatory – the majority of charges are set nationally and local authorities have little or no opportunity to control them. The income received from these charges is important as it contributes to the overall financial position of the Authority. However, income cannot be assumed to increase in line with other fees and charges set by the Council.

Discretionary Charges – By definition, these are for discretionary services where local authorities can make their own decisions on setting the level of charges. Accordingly, when setting these fees and charges, the Council's approach should be clear and in line with the corporate priorities.

A summary of the proposed fees and charges for 2024/25 is shown at Appendix B.

- The majority of the fee increases are in line with the directly related costs associated with delivering the service.
- Car Parking – The 2024/25 budget proposals show the current tariff rates. Cabinet is currently considering new tariff charges and any proposed changes will be subject to statutory consultation and therefore cannot be assumed at this time. If increases are approved then the earliest implementation date will be September 2024.
- Green waste – annual collection charge increase of £2 and all subsequent bins to be charged at £42. This is an increase of £15 per subsequent bin.

A separate report concerning 2024/25 fees and charges proposals for the financial year 2024/25 will be presented to the Cabinet on the 18 January 2024. This is necessary in order for Council to consider the charges on 25 January 2024 thereby allowing sufficient time for the green waste bin renewal process.

7 CAPITAL PROGRAMME 2024/25 – 2026/27

7.1 The primary elements of the capital programme have been formulated to deliver the Council ambitions of growth and investment in its assets to support the delivery of quality services. The capital programme contains key investments across General Fund assets which include:

| | |
|--|---------|
| • Vehicle replacement | £1.326m |
| • Wheelie Bin Replacement | £0.135m |
| • Extension to the Cattle Market Car Park | £0.500m |
| • Asset Refurbishment | £1.000m |
| • Bourne Leisure Centre Roof | £0.200m |
| • Play Parks | £0.100m |
| • Replacement Depot (contingency) | £0.800m |
| • Disabled Facilities Grants (100% grant funded) | £0.975m |

7.2 A summarised capital programme is shown in Table 15 and a detailed capital programme included at Appendix C.

Table 15 – General Fund Capital Programme Summary

| Directorate | 2024/25 Proposed Budget* £'000 | 2025/26 Indicative Budget £'000 | 2026/27 Indicative Budget £'000 |
|--|---|--|--|
| Corporate, Governance & Public Protection | | | |
| Disabled Facilities Grants | 975 | 975 | 975 |
| Finance, Property & Waste Services | | | |
| Vehicle and Bin Replacement | 1,461 | 1,464 | 1,461 |
| Asset Enhancement and Maintenance | 1,700 | 500 | 500 |
| Replacement Depot** | 800 | 0 | 0 |
| Growth & Culture | | | |
| UK Shared Prosperity Fund | 498 | 0 | 0 |
| Play Parks | 100 | 100 | 100 |
| Total Budget | 5,534 | 3,039 | 3,036 |
| Financing: | | | |
| Borrowing | 0 | 869 | 1,306 |
| Grants and Contributions | 1,473 | 975 | 975 |
| Reserves | 2,061 | 120 | 755 |
| Useable Capital Receipts | 2,000 | 1,075 | 0 |
| Total Financing | 5,534 | 3,039 | 3,036 |

* no slippage from 2023/24 has been included at this time but will be included in the final budget proposals

**an additional £800k has been included in the capital programme for the replacement depot project as the latest financial projections indicate that development costs may be higher than originally estimated.

Housing Investment Programme (HIP)

7.3 The formation of the capital programme for the period 2024/25 – 2026/27 has been derived using the results and analysis of the stock condition survey that has been undertaken. This analysis allows the Council to focus the resources of the HRA to address outstanding refurbishment and improvements in key parts of the stock. This includes: focusing on energy efficiency investment; ensuring ongoing investment in compliance works; and scheduled improvements such as replacements of kitchens and bathrooms, replacement roofing and installation of secure and efficient doors and windows.

A summary of the programme is shown at Table 16 and detailed at Appendix C.

Table 16 – HRA Capital Programme Summary

| | 2024/25 Indicative Budget* £'000 | 2025/26 Indicative Budget £'000 | 2026/27 Indicative Budget £'000 |
|-----------------------------------|---|--|--|
| Energy Efficiency Initiatives | 5,104 | 3,073 | 3,227 |
| ICT System Replacement | 180 | 0 | 0 |
| Vehicle Purchase | 280 | 674 | 114 |
| New Build Programmes** | 8,099 | 9,042 | 3,081 |
| Refurbishment & Improvement Works | 2,634 | 2,436 | 2,570 |
| Disabled Adaptations | 150 | 360 | 378 |
| Scheduled Works | 4,868 | 5,506 | 5,782 |
| HRA Budget | 21,315 | 21,091 | 15,152 |
| Financing: | | | |
| Capital Receipts | 8,099 | 9,042 | 3,081 |
| Grants and Contributions | 2,000 | 0 | 0 |
| Reserves | 11,216 | 12,049 | 12,071 |
| Total Financing | 21,315 | 21,091 | 15,152 |

* no slippage from 2023/24 has been included at this time but will be included in the final budget proposals

** the 2024/25 New Build Programme includes schemes at Swinegate Grantham, Elizabeth Road Stamford and Larch Close Grantham and property acquisitions in Corby Glen and Barrowby.

8 CAPITAL FINANCING

8.1 The General Fund Capital Programme is detailed at Appendix C. The proposed schemes have been funded by a combination of external grants, Council Reserves and borrowing. Ongoing reduction of reserve balances means the Council cannot continue to fund the capital programme without borrowing. There has been a strategy over the last 2 years to dispose of surplus assets, that are no longer operationally or strategically required, in order to generate capital receipts. To date, approximately £3m of capital receipts has been generated that has, or will be, used to fund the capital programme. However this will not be sufficient to avoid borrowing in either the short or medium term.

The HRA Capital Programme is included at Appendix C and is proposed to be financed from HRA Reserves. This is affordable without the need for the HRA to undertake borrowing as the HRA is able to create an in-year operating surplus which is then contributed towards the Major Repairs Reserve thereby maintaining a healthy reserve level. The contribution to the Major Repairs Reserve in 2024/25 is £3.345m

General Fund

8.2 The General Fund Capital Programme for 2024/25 will be financed from the following:

- £2.0m Capital Receipts Reserve
- £1.473m Grants and Contributions
- £2.061m Local Priorities Reserve

At the time of compiling this report, the £0.975m grant funding for Disabled Facilities Grants has not been confirmed and therefore the financing or level of the 2024/25 investment may need to be amended when the level of grant funding is confirmed.

Housing Revenue Account

8.3 The HRA capital programme for 2024/25 is proposed to be financed from the following:

- £8.099m Capital Receipts Reserve
- £2.0m Grant Funding
- £0.180m HRA Priorities Reserve
- £11.036m Major Repairs Reserve

9 RESERVES AND BALANCES

9.1 In line with good practice, the Council maintains a number of reserves which can be categorised as meeting the following requirements:

- To ensure the Council has sufficient funds available to meet its cash flow requirements and avoid unnecessary temporary borrowing and to protect services against unforeseen financial events – this is known as the working balance.
- A means of building up funds to meet known or predicted liabilities (earmarked) – these are shown as discretionary and governance reserves.

9.2 Through prudent financial management, the Council is able to establish a number of specific general reserves to provide funding for approved purposes usually in respect of specific services or corporate ambitions. A summary of the proposed reserve movements to fund the General Fund Revenue and Capital Budgets are set out at Table 17 below. Full details of the General Fund Reserves can be found at Appendix D.

Table 17 – Proposed General Fund Revenue Reserve Movements

| Reserve Heading | 2024/25 £'000 | 2025/26 £'000 | 2026/27 £'000 |
|-------------------------------------|------------------|------------------|------------------|
| Climate Change Reserve | (100) | 0 | 0 |
| Local Priorities Reserve | (1,547) | (120) | (755) |
| ICT Reserve | (29) | (19) | 0 |
| Pension movement (former employees) | (31) | (31) | (31) |
| Building Control Reserve | (28) | (29) | (29) |
| Regeneration Reserve | (348) | 0 | 0 |
| Special Expense | 104 | 116 | 0 |

- **Climate Change Reserve** – this reserve was created to fund climate change initiatives in order to support the delivery of the Climate Change Strategy. The reserve is being proposed to be used to provide funding towards upgrading lighting at the Grantham Meres Leisure Centre, electric grounds maintenance equipment and the upgrading of the boiler control panel at Bourne Corn Exchange. In 2024/25 the reserve will be used to fund swimming pool covers (if the Swimming Pool Support Fund application is unsuccessful) and the introduction of solar panels on specific corporate properties.
- **Local Priorities Reserve** – this reserve is the Council's primary discretionary revenue reserve and is the source of funding for one-off in-year budget amendments. The reserve has also been a source of capital financing as the level of the capital reserves are insufficient. New Homes Bonus receipts totalling £0.564m is budgeted to be transferred to the Local Priorities Reserve in 2024/25 then no further receipts are expected beyond 2024/25. It is proposed that £2.061m of this reserve is used to contribute towards the 2024/25 capital programme potentially including: £0.6m for vehicle replacement; £0.2m for Bourne Leisure Centre Roof; £0.8m for the replacement depot (this is in addition to the £8m approved by Council on 28 September 2023); and £0.5m for a possible extension to the Cattle Market Car Park in Stamford.
- **ICT Reserve** – this reserve is being used to fund ongoing costs associated with the implementation of the new pool car system software (2024/25 £10k) and the new asset management software (£29k per year)
- **The Pension Reserve** will be used to fund the annual pension costs of former employees which is currently £31k per year.
- **The Building Control Reserve** will be used to fund the projected annual deficit relating to SKDC's share of the trading account outturn. The deficit relates to the fee earning work provided by the Building Control Team. The Council is not permitted to make a profit from this work so any surplus/deficit is transferred to this reserve which ensures the service is neither subsidising statutory services nor being subsidised by the Council
- **The Regeneration Reserve** was created to finance the short-term borrowing costs associated with regeneration projects and to fund any associated MRP

(minimum revenue provision) that may be associated following the acquisition of the asset. The purpose of the reserve was to avoid placing undue financial pressures on the revenue budgets for the period the asset is held. So far, the reserve has been predominantly used to finance the costs of St Martin's Park. It is proposed that £168k of this reserve is used in 2024/25 to fund the ongoing revenue costs relating to the retention of electricity supply capacity from the National Grid for any future developments.

- From 2024/25 the Special Expense Reserve balance only relates to Grantham Special Expense Area (SEA). The reserve will increase by £220k over the 3-year budget period which will enable investment in the assets the Grantham SEA has responsibility for.

9.3 In respect of the HRA, there are a number of specific reserves to assist in the delivery of the HRA services and are used to fund both revenue and capital expenditure. In addition, the HRA has a specific working balance which provides financial support to the HRA should any significant unforeseen costs arise during the financial year. The Major Repairs reserve is the primary source of funding for the HRA capital programme and is proposed to be utilised to fund the investment in the housing stock over the next 3 years. Further detail of the HRA Reserves can be found in Appendix D.

Table 18 - Budgeted HRA Reserve Movements

| Reserve Heading | 2024/25 £000 | 2025/26 £000 | 2026/27 £000 |
|--------------------------|-----------------|-----------------|-----------------|
| Priorities Reserve | (280) | (100) | (100) |
| Working Balance | 1,097 | 2,010 | 2,084 |
| Capital Receipts Reserve | (4,299) | (5,142) | 819 |
| Major Repairs Reserve | (3,629) | (4,154) | (4,133) |

- The Priorities Reserve is used to fund Housing Revenue Account service priorities. In 2024/25 £180k of the reserve will be used to fund enhancements to the Housing Management system including the new Apex system and £100k will be used to fund New Build Feasibility studies.
- The Capital Receipts Reserve movements shown above are proposed to contribute towards financing the new build scheme over the 3-year capital programme.
- There is an annual requirement for a revenue contribution to the Major Repairs Reserves which is utilised for capital investment in the Council's housing stock. The Major Repairs Reserve (£11.036m) will be used to contribute towards funding the 2024/25 – 2026/27 Capital programme, further details regarding the financing of each scheme are detailed in Appendix C.
- The HRA surplus is transferred to the working balance each year. There is an annual transfer of £3.222m from the annual HRA account to the working balance which is then used to fund the principal repayment of the external loan taken out under the HRA self-financing in 2012. There is also a contribution each year from the working balance to the Major Repairs Reserve to ensure there are sufficient resources available to fund investment in the housing stock

in 2024/25 this contribution is £3.345m. It is prudent that this reserve has a minimum balance of £9m as this will ensure that improvement works can continue to be completed on the housing stock.

10 Reasons for the Recommendations

- 10.1 The Council is legally required to set a balanced budget each financial year.

11 Consultation

- 11.1 The Budget - Joint OSC has the opportunity for members to consider the budget proposals for 2024/25 and to make any recommendations with respect to the information set out in the report.

12 Appendices

Appendix A - Revenue summary – General Fund (GF) and Housing Revenue Account (HRA)

Appendix B – Fees & Charges – GF and HRA

Appendix C – Capital Programmes & Financing Statements – GF & HRA

Appendix D – Reserves Statement – GF & HRA

Appendix E – Risk Register and financial risk cover ratio

Appendix F – Equality Impact Assessment

Appendix A

Appendix A

2024/25 - 2026/27 General Fund Revenue Summary

| | Description | 2023/24 Original Budget £'000 | 2024/25 Proposed Budget £'000 | 2025/26 Indicative Budget £'000 | 2026/27 Indicative Budget £'000 |
|-----------|--|--|--|--|--|
| 1 | Net Cost of Service | | | | |
| 1 | Corporate, Governance & Public Protection | 3,731 | 4,037 | 4,224 | 4,306 |
| 2 | Finance, Property & Waste Services | 9,975 | 9,532 | 10,151 | 10,494 |
| 3 | Growth & Culture | 9,242 | 10,520 | 8,129 | 8,299 |
| 4 | Housing & Projects | 1,251 | 1,453 | 1,519 | 1,548 |
| 5 | HRA recharge | (2,814) | (2,942) | (3,031) | (3,122) |
| 6 | Drainage Rates | 871 | 947 | 985 | 1,004 |
| | | 22,256 | 23,547 | 21,977 | 22,529 |
| 7 | Financing and Investment | | | | |
| 7 | Depreciation | (4,859) | (4,450) | (4,537) | (4,623) |
| 8 | Investment Income | (760) | (914) | (762) | (487) |
| 9 | Minimum Revenue Provision | 126 | 281 | 400 | 782 |
| 10 | Revenue Contribution to Capital | 37 | 57 | 0 | 0 |
| | | 16,800 | 18,521 | 17,078 | 18,201 |
| 11 | Appropriations | | | | |
| 11 | Building Control Reserve | (31) | (28) | (29) | (29) |
| 12 | Football 3G Pitch | 25 | 25 | 25 | 25 |
| 13 | ICT Reserve | 0 | (29) | (19) | 0 |
| 14 | Local Priorities Reserve | 0 | 829 | 0 | 0 |
| 15 | Budget Stabilisation Reserve | (1,534) | 0 | 0 | 0 |
| 16 | NHB Transfer to Reserves | 459 | 564 | 0 | 0 |
| 17 | Pensions Reserve - Former Employees | (33) | (31) | (31) | (31) |
| 18 | Regeneration Reserve | (227) | (348) | 0 | 0 |
| 19 | Special Expenses | 101 | 104 | 116 | 0 |
| 20 | Total Reserve Movement | (1,240) | 1,086 | 62 | (35) |
| 21 | Net Cost of Service | 15,560 | 19,607 | 17,140 | 18,166 |
| 22 | Funding | | | | |
| 22 | Business Rates | (3,971) | (6,400) | (5,500) | (5,600) |
| 23 | Surplus Deficit on Collection Fund | (72) | 0 | 0 | 0 |
| 24 | Council Tax | (8,809) | (9,126) | (9,562) | (10,012) |
| 25 | (12,852) | (15,526) | (15,062) | (15,612) | |
| 26 | Grant Income | | | | |
| 25 | Rural Services Grant | (309) | (346) | (346) | (346) |
| 26 | Services Grant | (143) | (23) | (23) | (23) |
| 27 | Revenue Support Grant | 0 | (153) | (158) | (161) |
| 28 | Funding Guarantee Grant | (976) | (1,014) | (1,260) | (1,071) |
| 29 | New Homes Bonus | (459) | (564) | 0 | 0 |
| 30 | UK Shared Prosperity Fund | (821) | (1,981) | 0 | 0 |
| 31 | (2,708) | (4,081) | (1,787) | (1,601) | |
| 31 | Total Funding | (15,560) | (19,607) | (16,849) | (17,213) |
| 32 | Projected deficit if savings proposals approved | 0 | 0 | 291 | 953 |

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Appendix A

Appendix A

2024/25 - 2026/27 HRA Revenue Summary

| | Description | 2023/24 Current Budget | 2024/25 Proposed Budget | 2025/26 Indicative Budget | 2026/27 Indicative Budget |
|-----------|--|---|--|--|---------------------------------|
| 1 | Expenditure | | | | |
| 1 | Repairs and Maintenance | 9,753 | 9,899 | 10,208 | 10,343 |
| 2 | Supervision and Management - General | 2,599 | 2,455 | 2,525 | 2,577 |
| 3 | Supervision and Management - Special | 2,016 | 1,851 | 1,866 | 1,874 |
| 4 | Depreciation and Impairment of Fixed Assets | 3,944 | 4,062 | 4,181 | 4,224 |
| 5 | Debt Management Expenses | 35 | 35 | 35 | 35 |
| 6 | Provision for Bad Debts | 394 | 201 | 201 | 201 |
| 7 | Other Expenditure (Pension Deficit) | 66 | 0 | 0 | 0 |
| 8 | Support Recharge from General Fund | 2,814 | 2,942 | 3,031 | 3,122 |
| 9 | Total Expenditure | 21,620 | 21,445 | 22,046 | 22,376 |
| 10 | Income | | | | |
| 10 | Dwelling Rents | (27,283) | (28,916) | (30,563) | (31,536) |
| 11 | Non Dwelling Rents | (300) | (356) | (369) | (376) |
| 12 | Charges for Services and Facilities | (750) | (900) | (936) | (955) |
| 13 | Other Income | (70) | (17) | (18) | (18) |
| 14 | Total Income | (28,403) | (30,190) | (31,886) | (32,885) |
| 15 | Net Cost of HRA Services | (6,783) | (8,744) | (9,840) | (10,509) |
| 16 | Interest Payable and Similar Charges | 2,238 | 2,140 | 2,043 | 1,945 |
| 17 | Interest and Investment Income | (660) | (2,099) | (1,488) | (795) |
| 18 | Net Position Before Reserve Movements | (5,205) | (8,703) | (9,285) | (9,359) |
| 19 | Movement on the HRA Reserve Balance | | | | |
| 20 | Housing Revenue Account Balance at start of Year | 1,762 | 1,044 | 3,280 | 5,729 |
| 21 | Net position as at 31 March | 5,205 | 8,703 | 9,285 | 9,359 |
| 22 | Repayment of Principal | (3,222) | (3,222) | (3,222) | (3,222) |
| 23 | Funding from HRA Priority Reserve | 547 | 100 | 100 | 100 |
| 24 | Major Repairs Reserve Transfer | (3,248) | (3,345) | (3,714) | (3,714) |
| 25 | Housing Revenue Account Balance at end of Year | 1,044 | 3,280 | 5,729 | 8,252 |
| 26 | Major Repairs Reserve Balance at Start of Year | 19,553 | 21,678 | 18,525 | 14,371 |
| 27 | Depreciation & MRR Transfer | 7,192 | 7,407 | 7,895 | 7,938 |
| 28 | Capital Financing & Loan Repayment | (5,067) | (10,560) | (12,049) | (12,071) |
| 29 | Major Repairs Reserve Balance at End of Year | 21,678 | 18,525 | 14,371 | 10,239 |
| 30 | Working Balance: Current Bids: Housing Ombudsman Complaints Officer Housing Apprentice Housing Assistant Tunstall R&M New Offices Void Refurbishment Consultants Fees IT Software New Build - Feasibility | 3,280 (8) (39) (27) (18) (100) (55) (700) (15) (77) (100) | 5,729 (8) (39) (27) (18) (100) (55) (15) (77) (100) | 8,252 (8) (39) (27) (18) (100) (55) (15) (77) (100) | |
| | New Working Balance | (1,139) | (439) | (439) | 6,235 |
| | | 2,141 | 4,151 | | |

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Appendix B

Appendix B

PROPOSED FEES & CHARGES 2024/25

| | Detail | Effective Date | 2023/24 £ | 2024/25 £ | VAT |
|---|---|----------------|-----------|-----------|--------|
| | STAGED PERFORMANCES The theatres and ballrooms are available for hire for theatrical productions, concerts, lectures, demonstrations, films and other performing arts events. Prices are below: | | | | |
| 1 | Guildhall Arts Centre, Grantham | | | | |
| | Theatre Hire | | | | |
| | Performances - Commercial | 01/04/2024 | 400.00 | 430.00 | Exempt |
| | Performances - Commercial weekend | 01/04/2024 | 400.00 | 450.00 | Exempt |
| | Performances - Non Profit making | 01/04/2024 | 360.00 | 400.00 | Exempt |
| | Run of Performances | | | | |
| | First Performance | 01/04/2024 | 360.00 | 380.00 | Exempt |
| | Ongoing performances | 01/04/2024 | 330.00 | 340.00 | Exempt |
| | Dress or technical rehearsals | 01/04/2024 | 250.00 | 260.00 | Exempt |
| | Rehearsals/get in | 01/04/2024 | 160.00 | 180.00 | Exempt |
| | Lecture/demonstrations (Per Lecture, Daytime) | 01/04/2024 | 120.00 | 140.00 | Exempt |
| | Lecture/demonstrations (Per Lecture, Evening) | 01/04/2024 | 240.00 | 260.00 | Exempt |
| | Set up charge/technical support (max. 6 hours) | 01/04/2024 | 160.00 | 180.00 | Exempt |
| 2 | Stamford Arts Centre | | | | |
| | Theatre Hire | | | | |
| | Performances - Commercial | 01/04/2024 | 400.00 | 430.00 | Exempt |
| | Performances - Commercial weekend | 01/04/2024 | 400.00 | 450.00 | Exempt |
| | Performances - Non Profit making | 01/04/2024 | 360.00 | 400.00 | Exempt |
| | Run of Performances | | | | |
| | First Performance | 01/04/2024 | 360.00 | 380.00 | Exempt |
| | Ongoing performances | 01/04/2023 | 340.00 | 340.00 | Exempt |
| | Dress or technical rehearsals | 01/04/2024 | 250.00 | 260.00 | Exempt |
| | Rehearsals/get in | 01/04/2024 | 160.00 | 180.00 | Exempt |
| | Lecture/demonstrations (Per Lecture, Daytime) | 01/04/2024 | 120.00 | 140.00 | Exempt |
| | Lecture/demonstrations (Per Lecture, Evening) | 01/04/2024 | 240.00 | 260.00 | Exempt |
| | Set up charge/technical support (max. 6 hours) | 01/04/2024 | 160.00 | 180.00 | Exempt |
| | Film Hire | 01/04/2024 | 250.00 | 280.00 | exempt |
| 3 | Bourne Corn Exchange | | | | |
| | Theatre Hire - Main Hall | | | | |
| | Performances - Commercial, if tickets sold by venue* | 01/04/2024 | 175.00 | 240.00 | Exempt |
| | Performances - Commercial, if selling own tickets | 01/04/2024 | 200.00 | 280.00 | Exempt |
| | Performances - Non Profit making | 01/04/2024 | 150.00 | 220.00 | Exempt |
| | Additional performances of same show (access from 5pm) | 01/04/2024 | N/A | 210.00 | Exempt |
| | Dress/Tech Rehearsals (max 8 hours) | 01/04/2024 | 130.00 | 160.00 | Exempt |
| | Rehearsals (max 8 hours) | 01/04/2024 | 95.00 | 140.00 | Exempt |
| | Set up charge/technical support (max. 8 hours) | 01/04/2024 | 150.00 | 170.00 | 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. | | | | |
| | * Commission is applicable | | | | |

| | Detail | Effective Date | 2023/24 £ | 2024/25 £ | VAT |
|---|---|----------------|-----------|-----------|----------|
| WEDDING RECEPTIONS, PARTIES AND OTHER ROOM HIRE | | | | | |
| All three venues are available for wedding parties and similar functions. Packages are available to include provision of bars and catering. Prices are below. | | | | | |
| 4 | Guildhall Arts Centre, Grantham | | | | |
| | Casually let rooms (per hour) | | | | |
| | Ballroom | | | | |
| | Ballroom - hourly day rate up to 6pm | 01/04/2024 | 42.00 | 45.00 | Exempt |
| | Ballroom full day 9am - 5pm rate: | 01/04/2024 | N/A | 325.00 | Exempt |
| | Ballroom Half Day (9-1 / 1-5) | 01/04/2024 | N/A | 170.00 | Exempt |
| | Ballroom - hourly evening rate 6 to 11pm - meetings & wc | 01/04/2024 | 45.00 | 48.00 | Exempt |
| | Ballroom - whole evening 6 to 11.30pm parties | 01/04/2024 | 380.00 | 400.00 | Exempt |
| | Ballroom - whole evening 6 to 11.30pm concerts | 01/04/2024 | 290.00 | 310.00 | Exempt |
| | Ballroom - (9am-11.30pm) Wedding rate | 01/04/2024 | 550.00 | 600.00 | Exempt |
| | Ballroom - (all day) Wedding rate including setting up charge previous evening | 01/04/2023 | 890.00 | N/A | Exempt |
| | Use of ballroom kitchen per day | 01/04/2024 | 80.00 | 85.00 | Exempt |
| | Meeting rooms | | | | |
| | Newton room hourly rate | 01/04/2024 | 33.00 | 36.00 | Exempt |
| | Newton Room Half Day Rate (9am-1pm/1pm-5pm) | 01/04/2024 | 118.00 | 135.00 | Exempt |
| | Newton Room Full Day Rate (9am-5pm) | 01/04/2024 | 224.00 | 260.00 | Exempt |
| | Studio 4 | 01/04/2024 | 18.00 | 20.00 | Exempt |
| | Studio 4 - Day offer 9am-5pm | 01/04/2024 | N/A | 145.00 | Exempt |
| | Studio 4 - Half Day offer 9am-1pm / 1pm-5pm | 01/04/2024 | N/A | 75.00 | Exempt |
| | Studio 1 | 01/04/2024 | 25.00 | 26.00 | Exempt |
| | Studio 1 - Day offer 9am-5pm | 01/04/2024 | N/A | 190.00 | Exempt |
| | Studio 1 - Half Day offer 9am-1pm / 1pm-5pm | 01/04/2024 | N/A | 100.00 | Exempt |
| | Studio 2 | 01/04/2024 | 13.00 | 14.00 | Exempt |
| | Studio 2 - Day offer 9am-5pm | 01/04/2024 | N/A | 100.00 | Exempt |
| | Studio 2 - Half Day offer 9am-1pm / 1pm-5pm | 01/04/2024 | N/A | 51.00 | Exempt |
| 5 | Bourne Corn Exchange | | | | |
| | <u>Casually let rooms</u> | | | | |
| | Main hall - hourly rate | 01/04/2024 | 42.00 | 45.00 | Exempt |
| | Main Hall Day Offer (9am-5pm) | 01/04/2024 | N/A | 325.00 | Exempt |
| | Main Hall Half Day (9am-1pm / 1pm-5pm) | 01/04/2024 | N/A | 170.00 | Exempt |
| | Main hall - Evening Event (party/concert/performance) 6p | 01/04/2024 | 315.00 | 330.00 | Exempt |
| | Main hall - (all day, wedding receptions etc.) 9am to 12pm | 01/04/2024 | 525.00 | 550.00 | Exempt |
| | Kitchen hire (use of kitchen area excluding equip)* | 01/04/2024 | 80.00 | 90.00 | Exempt |
| | Kitchen hire (full use of kitchen and equipment including c | 01/04/2024 | 150.00 | 160.00 | Exempt |
| | Room set up or clear down (as per hourly rate or part thereof) | 01/04/2024 | 45.00 | 50.00 | Exempt |
| | Room set up or clear down after midnight (as per hourly rate or part thereof) | 01/04/2024 | 60.00 | 70.00 | Exempt |
| | Bar Area | 01/04/2024 | 18.00 | 20.00 | Exempt |
| 6 | Stamford Arts Centre | | | | |
| | <u>Casually let rooms</u> | | | | |
| | Ballroom | | | | |
| | Ballroom - hourly day rate up to 5pm | 01/04/2024 | 42.00 | 45.00 | Exempt |
| | Ballroom 9am-5pm Day offer | 01/04/2024 | N/A | 325.00 | Exempt |
| | Ballroom half day offer, 9-1 / 1-5 | 01/04/2024 | N/A | 170.00 | Exempt |
| | Ballroom - hourly evening rate 5pm to 11pm - meetings & workshops | 01/04/2024 | 45.00 | 50.00 | Exempt |
| | Ballroom - whole evening 6 to 11pm - parties | 01/04/2024 | 520.00 | 550.00 | Exempt |
| | Ballroom - whole evening 6 to 11pm - concerts | 01/04/2024 | 400.00 | 430.00 | Exempt |
| | Function ballroom/Blue room - all day wedding rate (9am- | 01/04/2024 | 975.00 | 1000.00 | Exempt |
| | Function ballroom/Blue room - wedding rate including setting up charge previous evening | 01/04/2023 | 1,450.00 | N/A | Exempt |
| | Meeting rooms - per hour | | | | |
| | Blue Room per hour | 01/04/2024 | 23.00 | 25.00 | Exempt |
| | Blue Room day offer(9am-5pm) | 01/04/2024 | N/A | 175.00 | Exempt |
| | Blue room half day offer (9am-1pm / 1pm-5pm) | 01/04/2024 | N/A | 90.00 | Exempt |
| | Rehearsal Room per hour | 01/04/2024 | 20.00 | 22.00 | Exempt |
| | Rehearsal Room day offer (9am-5pm) | 01/04/2024 | N/A | 175.00 | Exempt |
| | Rehearsal room half day offer (9am-1pm / 1pm-5pm) | 01/04/2024 | N/A | 90.00 | Exempt |
| | Ireson/Exeter Room/Bridge Room | 01/04/2024 | 16.00 | 18.00 | Exempt |
| | Ireson/Exeter Room day offer (9am-5pm)/Bridge | 01/04/2024 | N/A | 125.00 | Exempt |
| | Ireson/Exeter room half day offer (9am-1pm / 1pm-5pm)/ | 01/04/2024 | N/A | 68.00 | Exempt |
| | Additional cleaning for social functions | 01/04/2023 | 85.00 | N/A | Included |
| *access to kitchen up to 4 hours prior to event start time, additional earlier access will incur additional hourly rate of £10 | | | | | |
| Performers Right Society charges may be applicable in addition to the above rates | | | | | |
| Room Hire | | | | | |
| The Fees & charges above are listed as guide prices- Please call your respective arts centre for a specific hire quotation | | | | | |

| | Full Plans Applications | | | | | | | Building Notice Charge | | |
|---|-------------------------|-----|-------|-------------------|-----|-------|----------------------------------|------------------------|------|-------|
| | Plan Charge | | | Inspection Charge | | | | | | |
| | Charge | VAT | Total | Charge | VAT | Total | Total Plan and Inspection Charge | Charge | VAT | Total |
| 1 Dwelling | £210 | £42 | £252 | £360 | £72 | £432 | £684 | £654 | £131 | £785 |
| Extension <10m ² | £180 | £36 | £216 | £180 | £36 | £216 | £432 | £402 | £80 | £482 |
| Extension 10-30m ² | £180 | £36 | £216 | £240 | £48 | £288 | £504 | £486 | £97 | £583 |
| Extension >30m ² | £180 | £36 | £216 | £270 | £54 | £324 | £540 | £528 | £106 | £634 |
| Multiple Extensions/Catagories | £180 | £36 | £216 | £300 | £60 | £360 | £576 | £570 | £114 | £684 |
| Domestic Garage | £120 | £24 | £144 | £150 | £30 | £180 | £324 | £300 | £60 | £360 |
| Garage Conversion | £120 | £24 | £144 | £180 | £36 | £216 | £360 | £342 | £68 | £410 |
| Replacement/Renovation of a Thermal Element | £90 | £18 | £108 | £90 | £18 | £108 | £216 | £186 | £37 | £223 |
| New Structural Opening | £90 | £18 | £108 | £90 | £18 | £108 | £216 | £186 | £37 | £223 |
| Replacement Windows/Doors | £90 | £18 | £108 | £90 | £18 | £108 | £216 | £186 | £37 | £223 |
| Wood Burning Stove | £90 | £18 | £108 | £90 | £18 | £108 | £216 | £186 | £37 | £223 |

For Internal Use only

| | | | | | | | | | | |
|-----------------------------|------|-----|------|------|-----|------|------|------|------|------|
| Cost of Work £0-£2000 | £120 | £24 | £144 | £60 | £12 | £72 | £216 | £174 | £35 | £209 |
| Cost of Work £2000-£10000 | £120 | £24 | £144 | £150 | £30 | £180 | £324 | £300 | £60 | £360 |
| Cost of Work £10000-£25000 | £150 | £30 | £180 | £210 | £42 | £252 | £432 | £414 | £83 | £497 |
| Cost of Work £25000-£50000 | £180 | £36 | £216 | £270 | £54 | £324 | £540 | £498 | £100 | £598 |
| Cost of Work £50000-£100000 | £210 | £42 | £252 | £330 | £66 | £396 | £648 | £582 | £116 | £698 |

Any other work not coming in the above categories, please call for a bespoke price

POA

The above charges can be varied up to +/- 20% within year, in agreement with the Strategic Director - Growth & Culture, to reflect the commercial market within which Building Control operates. For any work not covered in the above table, please contact us on 01476 406187 or e-mail bcontrol@southkesteven.gov.uk for a quotation.

| | Detail | Effective Date | 2023/24 £ | 2024/25 £ | VAT |
|---------------------------------|--|----------------|------------------------|-----------------|-----------------|
| BUILDING CONTROL CHARGES | | | | | |
| 1 | <u>Administration Charges</u> | | | | |
| | Enquiries & searching of historic records (response to be provided within 20 working days) | 01/04/2024 | 75.00 | 80.00 | O/Scope |
| | Enquiries & searching of historic records (response to be provided within 48 hours) | 01/04/2024 | 110.00 | 115.00 | O/Scope |
| | Copy of completion certificate - (response to be provided within 20 working days) | 01/04/2024 | 35.00 | 40.00 | O/Scope |
| | Copy of completion certificate - (response to be provided within 1 working day) | 01/04/2024 | 70.00 | 75.00 | O/Scope |
| | Copy of notice of decision - (response to be provided within 20 working days) | 01/04/2024 | 35.00 | 40.00 | O/Scope |
| | Copy of notice of decision - (response to be provided within 1 working day) | 01/04/2024 | 70.00 | 75.00 | O/Scope |
| | Exemption Confirmation Letter | 01/04/2024 | 60.00 | 65.00 | O/Scope |
| | Responses to Professional Letters for Commercial Purposes | 01/04/2024 | 90.00 | 95.00 | O/Scope |
| | Reopening archived records - please contact us for a quotation. Fees will be based on the officer hourly rates based on the work involved. | | | | |
| 2 | <u>Additional Inspection Charges</u> | | | | |
| | Additional inspections for quality of building works including help with snagging list | 01/04/2015 | 20% of original charge | 20% of original | Included charge |
| 3 | <u>Other Charges</u> | | | | |
| | Pre-application advice - 1st hour free, thereafter, hourly rate applies | 01/04/2023 | 60.00 | 65.00 | Included |
| | Domestic structural design | 01/04/2023 | 245.00 | 260.00 | Included |
| | Administration charge for dangerous structures, withdrawn applications, historic buildings etc. (per hour) | 01/04/2023 | 90.00 | 95.00 | Included |
| | Fire Risk Assessments | 01/02/2017 | POA | POA | Included |
| | Demolition Notice | 01/04/2023 | 145.00 | 155.00 | O/Scope |

| | Detail | Effective Date | 2023/24 £ | 2024/25 £ | VAT |
|---|-------------------------------|----------------|-----------|-----------|----------|
| 1 | BUS STATION - GRANTHAM | | | | |
| | Per Departure | 01/04/2024 | 0.87 | 0.90 | Included |
| | <u>Minimum Charge</u> | | | | |
| | 1-75 departures per annum | 01/04/2024 | 57.40 | 62.00 | Included |
| 2 | BUS STATION - STAMFORD | | | | |
| | Per Departure | 01/04/2024 | 0.87 | 0.90 | Included |
| | <u>Minimum Charge</u> | | | | |
| | 1-75 departures per annum | 01/04/2024 | 57.40 | 62.00 | Included |
| 3 | BUS STATION - BOURNE | | | | |
| | Per Departure | 01/04/2024 | 0.87 | 0.90 | Included |
| | <u>Minimum Charge</u> | | | | |
| | 1-75 departures per annum | 01/04/2024 | 57.40 | 62.00 | Included |

| | Detail | Effective Date | 2023/24 £ | 2024/25 £ | VAT |
|---|--|----------------|-----------|-----------|----------|
| | CAR PARKS - GRANTHAM | | | | |
| 1 | SHORT STAY (EXCEPT WHARF ROAD & WELHAM STREET) | | | | |
| | Up to 30 mins | 01/04/2022 | 0.90 | 0.90 | Included |
| | Up to 1 hour | 01/04/2022 | 1.20 | 1.20 | Included |
| | Up to 2 hours | 01/04/2022 | 1.90 | 1.90 | Included |
| | Up to 3 hours | 01/04/2022 | 2.50 | 2.50 | Included |
| | Up to 4 hours | 01/04/2022 | 4.10 | 4.10 | Included |
| | Over 4 hours | 01/04/2022 | 5.30 | 5.30 | Included |
| | SHORT STAY Wharf Road Grantham | | | | |
| | Up to 30 mins | 01/04/2022 | 0.90 | 0.90 | Included |
| | Up to 1 hour | 01/04/2022 | 1.20 | 1.20 | Included |
| | Up to 2 hours | 01/04/2022 | 1.90 | 1.90 | Included |
| | Up to 3 hours | 01/04/2022 | 2.50 | 2.50 | Included |
| | Up to 4 hours | 01/04/2022 | 8.00 | 8.00 | Included |
| | Over 4 hours | 01/04/2022 | 10.40 | 10.40 | Included |
| 2 | LONG STAY (EXCEPT WELHAM STREET) | | | | |
| | Up to 3 hours | 01/04/2022 | 2.50 | 2.50 | Included |
| | Up to 4 hours | 01/04/2022 | 3.40 | 3.40 | Included |
| | All day | 01/04/2022 | 4.10 | 4.10 | Included |
| 3 | LEISURE TARIFF - Welham Street | | | | |
| | Up to 3 hours | 01/04/2022 | 1.20 | 1.20 | Included |
| | Up to 4 hours | 01/04/2022 | 1.70 | 1.70 | Included |
| | Up to 6 hours | 01/04/2022 | 3.20 | 3.20 | Included |
| | Over 6 hours | 01/04/2022 | 10.40 | 10.40 | Included |
| 4 | LONG STAY SEASON TICKETS (Monday to Friday) | | | | |
| | Per quarter | 01/04/2022 | 135.00 | 135.00 | Included |
| | Per 6 months | 01/04/2022 | 260.00 | 260.00 | Included |
| 5 | LONG STAY SEASON TICKETS (Monday to Saturday) | | | | |
| | Per quarter | 01/04/2022 | 160.00 | 160.00 | Included |
| | Per 6 months | 01/04/2022 | 310.00 | 310.00 | Included |
| | Season Ticket Discount Offer | Purchase | | | |
| | | 4 | | | |
| 6 | PENALTY CHARGE NOTICES | | | | |
| | Failure to display | 01/04/2013 | 70.00 | 70.00 | O/Scope |
| | Fine after discount for Payment in 14 days | 01/04/2013 | 35.00 | 35.00 | O/Scope |
| | Parking for longer etc | 01/04/2013 | 50.00 | 50.00 | O/Scope |
| | Fine after discount for Payment in 14 days | 01/04/2013 | 25.00 | 25.00 | O/Scope |

| | Detail | Effective Date | 2023/24 £ | 2024/25 £ | VAT |
|------------------------------|--|----------------|-----------|-----------|----------|
| CAR PARKS - STAMFORD | | | | | |
| 1 | SHORT STAY | | | | |
| | Up to 30 mins | 01/04/2022 | 1.00 | 1.00 | Included |
| | Up to 1 hour | 01/04/2022 | 1.30 | 1.30 | Included |
| | Up to 2 hours | 01/04/2022 | 2.00 | 2.00 | Included |
| | Up to 3 hours | 01/04/2022 | 2.60 | 2.60 | Included |
| | Up to 4 hours | 01/04/2022 | 4.20 | 4.20 | Included |
| | Over 4 hours | 01/04/2022 | 5.40 | 5.40 | Included |
| 2 | LONG STAY | | | | |
| | Up to 3 hours | 01/04/2022 | 2.60 | 2.60 | Included |
| | Up to 4 hours | 01/04/2022 | 3.50 | 3.50 | Included |
| | All day | 01/04/2022 | 4.20 | 4.20 | Included |
| 4 | LONG STAY SEASON TICKETS (Monday to Friday) | | | | |
| | Per quarter | 01/04/2022 | 140.00 | 140.00 | Included |
| | Per 6 months | 01/04/2022 | 265.00 | 265.00 | Included |
| 5 | LONG STAY SEASON TICKETS (Monday to Saturday) | | | | |
| | Per quarter | 01/04/2022 | 165.00 | 165.00 | Included |
| | Per 6 months | 01/04/2022 | 315.00 | 315.00 | Included |
| Season Ticket Discount Offer | | Purchase | | | |
| | | 4 | | | |
| 6 | PENALTY CHARGE NOTICES | | | | |
| | Failure to display | 01/04/2013 | 70.00 | 70.00 | O/Scope |
| | Fine after discount for Payment in 14 days | 01/04/2013 | 35.00 | 35.00 | O/Scope |
| | Parking for longer etc | 01/04/2013 | 50.00 | 50.00 | O/Scope |
| | Fine after discount for Payment in 14 days | 01/04/2013 | 25.00 | 25.00 | O/Scope |

| | Detail | Effective Date | 2023/24 £ | 2024/25 £ | VAT |
|----------|--|----------------|-----------|-----------|----------|
| 1 | ENVIRONMENTAL HEALTH TATTOOING, PIERCING AND ELECTROLYSIS | | | | |
| 1 | <u>Premise/Business registration fees</u> | | | | |
| | Acupuncture | 01/04/2024 | 166.25 | 199.00 | O/Scope |
| | Tattooing | 01/04/2024 | 166.25 | 199.00 | O/Scope |
| | Electrolysis | 01/04/2024 | 166.25 | 199.00 | O/Scope |
| | Cosmetic piercing | 01/04/2024 | 166.25 | 199.00 | O/Scope |
| | Semi permanent skin colouring | 01/04/2024 | 166.25 | 199.00 | O/Scope |
| | Additional activities (eg cosmetic piercing and tattooing) per activity | 01/04/2024 | 90.50 | 108.50 | O/Scope |
| | Amendment or replacement certificate | 01/04/2024 | 31.00 | 38.00 | O/Scope |
| 2 | <u>Personal registration fees (Per activity)</u> | | | | |
| | Acupuncture | 01/04/2024 | 84.50 | 102.50 | O/Scope |
| | Tattooing | 01/04/2024 | 84.50 | 102.50 | O/Scope |
| | Electrolysis | 01/04/2024 | 84.50 | 102.50 | O/Scope |
| | Cosmetic piercing | 01/04/2024 | 84.50 | 102.50 | O/Scope |
| | Semi permanent skin colouring | 01/04/2024 | 84.50 | 102.50 | O/Scope |
| | Amendment or replacement certificate | 01/04/2024 | 31.00 | 38.00 | O/Scope |
| 3 | <u>Unsound food</u> | | | | |
| | Voluntary surrender certificate (excludes disposal) | 01/04/2024 | 89.00 | 127.20 | Included |
| 4 | <u>Food Export Health Certification</u> | | | | |
| | Inspection (first 2 hours) and certification | 01/04/2024 | 188.00 | 268.20 | Included |
| | Certification only | 01/04/2024 | 60.00 | 86.40 | Included |
| 5 | <u>Food Hygiene Rating Scheme</u> | | | | |
| | Re-inspection/Re-visit | 01/04/2024 | 216.50 | 303.60 | Included |
| 6 | <u>Control of dogs</u> | | | | |
| | Collecting and detaining stray dogs (statutory fine) | 01/04/1996 | 25.00 | 25.00 | O/Scope |
| | Handling, Kenneling & Administration | 01/04/2024 | 45.50 | 52.00 | O/Scope |
| | Kennelling per day or part of | 01/04/2024 | 22.75 | 35.00 | O/Scope |
| 7 | <u>Scrap Metal Dealers</u> | | | | |
| | Dealer initial licence - 3 year licence Part A | 01/04/2024 | 296.00 | 298.00 | O/Scope |
| | Dealer initial licence - 3 year licence Part B | 01/04/2024 | 398.50 | 399.00 | O/Scope |
| | Dealer licence renewal - Part A | 01/04/2024 | 242.50 | 243.50 | O/Scope |
| | Dealer licence renewal - Part B | 01/04/2024 | 39.00 | 399.00 | O/Scope |
| | Collector new - Part A | 01/04/2024 | 165.50 | 167.50 | O/Scope |
| | Collector new - Part B | 01/04/2024 | 40.50 | 41.50 | O/Scope |
| | Collector renewal - Part A | 01/04/2024 | 105.00 | 106.00 | O/Scope |
| | Collector renewal - Part B | 01/04/2024 | 40.50 | 41.50 | O/Scope |
| | Copy of a licence - Replacement Licence certificate | 01/04/2024 | 28.50 | 31.00 | O/Scope |
| | Minor variation | 01/04/2024 | 38.50 | 40.50 | O/Scope |
| 8 | <u>Caravan Sites & Park Homes</u> | | | | |
| | Application for site Licence - Part A | 01/04/2024 | 502.00 | 545.00 | O/Scope |
| | Application for sie licence - Part B | 01/04/2024 | 41.00 | 44.00 | O/Scope |
| | Transfer/amendments of up to 2 Licence conditions | 01/04/2024 | 203.00 | 219.00 | O/Scope |
| | Significant amendments involving a site visit | 01/04/2024 | 329.00 | 355.00 | O/Scope |
| | Annual Fee | 01/04/2024 | 81.00 | 88.00 | O/Scope |
| | Additional annual fee per plot | 01/04/2024 | 5.50 | 6.00 | O/Scope |
| | Enforcement - Based on an hourly rate | 01/04/2018 | Variable | Variable | O/Scope |
| | Deposit of site rules | 01/04/2024 | 87.50 | 95.00 | O/Scope |
| | Replacement licence certificate | 01/04/2024 | 30.00 | 44.00 | O/Scope |
| | Enforcement - Based on an hourly rate | 01/04/2018 | Variable | Variable | O/Scope |
| | Residential Site Fit and Proper Person Test | 01/04/2024 | 277.00 | 299.00 | O/Scope |

NB Relevant fees as per the Provision of Services Regulations 2009 are now broken down into Part A and Part B. Part A is payable upon application, Part B is payable upon grant of license

| | Detail | Effective Date | 2023/24 £ | 2024/25 £ | VAT |
|----|---|--|--|--|---|
| | ENVIRONMENTAL HEALTH | | | | |
| 9 | ENQUIRIES IN CONNECTION WITH CONTAMINATED LAND Enquiries | 01/04/2023 | 145.00 | 145.00 | O/Scope |
| 10 | PRIVATE SECTOR HOUSING CHARGES Improvement Notice, Emergency Remedial Action Notice, Prohibition Order, Emergency prohibition Order or Hazard Awareness Notice Review of Suspended Improvement Notice or Suspended Prohibition Order | 01/04/2024 01/04/2024 | Hourly Rate Hourly Rate | 513.00 197.50 | O/Scope |
| 11 | Food Hygiene/Health & Safety Charges | 01/04/2018 | Hourly Rate | Hourly Rate | Included |
| 12 | Immigration inspections | 01/04/2024 | 219.50 | 266.50 | O/Scope |
| 13 | Private Sector Housing Civil Penalties (Maximum penalty allowed by legislation £30,000 as alternative to prosecution) | 01/04/2018 | 30,000.00 | 30,000.00 | O/Scope |
| 14 | HOUSES IN MULTIPLE OCCUPATION New Licence - Part A New Licence - Part B Renewal of licence (before expiry, no changes) Part A Renewal of licence (before expiry, no changes) Part B Replacement licence certificate | 01/04/2024 01/04/2024 01/04/2024 01/04/2024 01/04/2024 | 465.00 125.50 273.50 124.50 31.00 | 570.50 152.75 335.75 152.75 32.00 | O/Scope |
| 15 | SAMPLING OF PRIVATE WATER SUPPLIES INTENDED FOR HUMAN CONSUMPTION* Risk Assessment (each assessment) Sampling (each visit) Investigation (each investigation) Grant of authorisation (each authorisation) Analysing a sample: Taken under Reg 10 (domestic) Taken during monitoring of group A parameters Taken during monitoring of Group B parameters and monitoring under regulation 11 | 01/04/2019 01/04/2019 01/04/2019 01/04/2019 01/04/2019 01/04/2019 01/04/2019 | Hourly Rate Hourly Rate Hourly Rate Hourly Rate Variable Variable Variable | Hourly Rate Hourly Rate Hourly Rate Hourly Rate Variable Variable Variable | O/Scope O/Scope O/Scope O/Scope O/Scope O/Scope O/Scope |
| 16 | SMOKE FREE FIXED PENALTY NOTICES Smoking in smoke free designated premises, place, vehicle If paid within 15 days of issue Failing to display smoke free signage as per law If paid within 15 days of issue | 01/04/2016 01/04/2016 01/04/2016 01/04/2016 | 50.00 30.00 200.00 150.00 | 50.00 30.00 200.00 150.00 | O/Scope O/Scope O/Scope O/Scope |
| 17 | SMOKE AND CARBON MONOXIDE ALARMS FOR RELEVANT LANDLORDS Full cost recovery plus penalty charge for failure to comply (Maximum penalty allowed by legislation £5,000) | 01/04/2016 | 700-4,500 | 700-4,500 | O/Scope |
| 18 | LETTING AGENTS REDRESS SCHEME Penalty for failure to comply (Maximum penalty allowed by legislation £5,000 should be considered the norm and a lower fine should only be charged if there are extenuating circumstances considered on a case by case basis) | 01/04/2017 | 5,000.00 | 5,000.00 | O/Scope |
| 19 | ELECTRICAL SAFETY REGULATIONS CIVIL PENALTIES Breach of Electrical Safety Regulations (Maximum penalty allowed by legislation £30,000 should be calculated using penalty Matrix) | 01/04/2024 | | 30,000.00 | O/Scope |

| | Detail | Effective Date | 2023/24 £ | 2024/25 £ | VAT |
|----|--|----------------|-----------|-----------|----------|
| | ENVIRONMENTAL HEALTH | | | | |
| 20 | HYGIENE & FOOD SAFETY | | | | |
| | New Business Advice Consultation | 01/04/2024 | 231.00 | 291.60 | Included |
| | Food Hygiene Checkup | 01/04/2024 | 180.00 | 255.00 | Included |
| | Food Safety Organiser | 01/04/2024 | 35.00 | 43.20 | Included |
| | Food hygiene workshop (1 hour max 8 people) | 01/04/2024 | 128.00 | 291.60 | Included |
| 21 | SAFER FOOD BETTER BUSINESS | | | | |
| | Catering pack | 01/04/2024 | 22.00 | 27.60 | Included |
| | Retail pack | 01/04/2024 | 21.00 | 26.40 | Included |
| | Childminder pack | 01/04/2024 | 13.50 | 17.40 | Included |
| | Residential care home supplement | 01/04/2024 | 7.50 | 10.20 | Included |
| | 6 month diary refill | 01/04/2024 | 11.50 | 15.00 | Included |
| | 12 month diary refill | 01/04/2024 | 13.50 | 17.40 | Included |
| 22 | MINIMUM ENERGY EFFICIENCY STANDARDS (PRIVATE RENTED PROPERTY) | | | | |
| | Letting substandard property (less than 3 months) | 01/04/2019 | 2,000.00 | 2,000.00 | O/scope |
| | Letting substandard property (3 months or more) | 01/04/2019 | 4,000.00 | 4,000.00 | O/scope |
| | Registering false or misleading information on the PRS | | | | |
| | Exemptions Register | 01/04/2019 | 1,000.00 | 1,000.00 | O/scope |
| | Failing to comply with compliance notice | 01/04/2019 | 2,000.00 | 2,000.00 | O/scope |

| | Detail | Effective Date | 2023/24 | 2023/24 | 2024/25 | 2024/25 | VAT |
|--|--|----------------|----------|----------|----------|---------|---------|
| LAPPC Permits for Part B Installations, Mobile Plant and Solvent Emissions Activities | | | | | | | |
| Application Fees | | | | | | | |
| 1 | Standard Process (includes solvent emission activites) | 01/04/2017 | 1,650.00 | | 1,650.00 | | O/Scope |
| | Standard Processes additional fee for operating without a permit | 01/04/2017 | 1,188.00 | | 1,188.00 | | O/Scope |
| | PVRI, SWOBs and Dry Cleaners | 01/04/2017 | 155.00 | | 155.00 | | O/Scope |
| | PVR I & II combined | 01/04/2017 | 257.00 | | 257.00 | | O/Scope |
| | Vehicle refinishers (VRs) and other reduced fees activities | 01/04/2017 | 362.00 | | 362.00 | | O/Scope |
| | Reduced fee activities: Additional fee for operating without a permit | 01/04/2017 | 99.00 | | 99.00 | | O/Scope |
| | Mobile Plant (not using simplified permits) | 01/04/2017 | 1,650.00 | | 1,650.00 | | O/Scope |
| | - for the third to seventh application | 01/04/2017 | 985.00 | | 985.00 | | O/Scope |
| | - for the eighth and subsequent applications | 01/04/2017 | 498.00 | | 498.00 | | O/Scope |
| | Where an application for any of the above is for a combined Part B and waste application, add an extra £297 to the above amounts | | | | | | |
| 2 | Substantial changes to permits | | | | | | |
| | Standard Process | 01/04/2017 | 1,050.00 | | 1,050.00 | | O/Scope |
| | Standard Process where the substantial change results in a new PPC activity | 01/04/2017 | 1,650.00 | | 1,650.00 | | O/Scope |
| | Reduced Fee Activities | 01/04/2017 | 102.00 | | 102.00 | | O/Scope |
| 3 | Transfer and Surrender | | | | | | |
| | Transfer of a permit - Standard Process | 01/04/2017 | 169.00 | | 169.00 | | O/Scope |
| | New operator at low risk reduced fee activity (extra one off subsistence charge) | 01/04/2017 | 78.00 | | 78.00 | | O/Scope |
| | Partial transfer of a standard permit | 01/04/2017 | 497.00 | | 497.00 | | O/Scope |
| | Reduced Fee Activitites: Partial Transfer | 01/04/2017 | 47.00 | | 47.00 | | O/Scope |
| 4 | Temporary transfer for mobiles | | | | | | |
| | First transfer | 01/04/2017 | 53.00 | | 53.00 | | O/Scope |
| | Repeat following enforcement or warning | 01/04/2017 | 53.00 | | 53.00 | | O/Scope |
| 5 | Annual Subsistence Charge | | | | | | |
| | Standard Process - LOW | 01/04/2017 | 772.00 | (+103)* | 772.00 | (+103)* | O/Scope |
| | Standard Process - MEDIUM | 01/04/2017 | 1,161.00 | (+156)* | 1,161.00 | (+156)* | O/Scope |
| | Standard Process - HIGH | 01/04/2017 | 1,747.00 | (+207)* | 1,747.00 | (+207)* | O/Scope |
| | * The additional amount in brackets must be charged where a permit is for a combined Part B and waste installation | | | | | | |
| | | | LOW | MED | HIGH | | |
| | PVRI, SWOBs and Dry Cleaners | 01/04/2017 | 79.00 | 158.00 | 237.00 | | O/Scope |
| | PVR I & II combined | 01/04/2017 | 113.00 | 226.00 | 341.00 | | O/Scope |
| | Vehicle refinishers and other Reduced Fees | 01/04/2017 | 228.00 | 365.00 | 548.00 | | O/Scope |
| | Mobile Plant for the first and second permits | 01/04/2017 | 646.00 | 1,034.00 | 1,506.00 | | O/Scope |
| | for the third to seventh permits | 01/04/2017 | 385.00 | 617.00 | 924.00 | | O/Scope |
| | for the eighth and subsequent permits | 01/04/2017 | 198.00 | 316.00 | 473.00 | | O/Scope |
| | Late Payment Fee (8 weeks from date of invoice) | 01/04/2017 | 52.00 | | 52.00 | | O/Scope |
| | * Where a Part B installation is subject to reporting under the E-PRTR Regulation, add an extra £103 to the above annual subsistence amounts | | | | | | |

NOTES

The above fees are those currently imposed by DEFRA, a full copy of which can be viewed on their website

www.gov.uk

| | Detail | Effective Date | 2024/25 £ | 2024/25 £ | 2024/25 £ | 2024/25 £ | VAT |
|---|---|----------------|-----------------|-----------|-----------|-----------|---------|
| 6 | LAPPC mobile plant charges (not using simplified permit) number of permits | | Application fee | LOW | MED | HIGH | |
| | 1 | 01/04/2017 | 1,650.00 | 646.00 | 1,034.00 | 1,506.00 | O/Scope |
| | 2 | 01/04/2017 | 1,650.00 | 646.00 | 1,034.00 | 1,506.00 | O/Scope |
| | 3 | 01/04/2017 | 985.00 | 385.00 | 617.00 | 924.00 | O/Scope |
| | 4 | 01/04/2017 | 985.00 | 385.00 | 617.00 | 924.00 | O/Scope |
| | 5 | 01/04/2017 | 985.00 | 385.00 | 617.00 | 924.00 | O/Scope |
| | 6 | 01/04/2017 | 985.00 | 385.00 | 617.00 | 924.00 | O/Scope |
| | 7 | 01/04/2017 | 985.00 | 385.00 | 617.00 | 924.00 | O/Scope |
| | 8 and over | 01/04/2017 | 498.00 | 198.00 | 316.00 | 473.00 | O/Scope |
| 7 | LA-IPPC (Local Authority Element) | | | | | | |
| | Application | 01/04/2017 | 3,363.00 | | | | O/Scope |
| | Additional fee for operating without a permit | 01/04/2017 | 1,188.00 | | | | O/Scope |
| | Annual subsistence LOW | 01/04/2017 | 1,446.00 | | | | O/Scope |
| | Annual subsistence MEDIUM | 01/04/2017 | 1,610.00 | | | | O/Scope |
| | Annual subsistence HIGH | 01/04/2017 | 2,333.00 | | | | O/Scope |
| | Late Payment Fee | 01/04/2017 | 52.00 | | | | O/Scope |
| | Variation | 01/04/2017 | 1,368.00 | | | | O/Scope |
| | Substantial variation | 01/04/2017 | 3,363.00 | | | | O/Scope |
| | Transfer | 01/04/2017 | 235.00 | | | | O/Scope |
| | Partial transfer | 01/04/2017 | 698.00 | | | | O/Scope |
| | Surrender | 01/04/2017 | 698.00 | | | | O/Scope |
| | *Additional fee for payment of subsistence fees for LAPPC and LAIPPC by quarterly instalments | 01/04/2017 | 38.00 | | | | O/Scope |
| | ** where 9(2)(a) or (b) applies under the Local Authority Permits for Part A(2) Installations and small waste incineration plan(Fees and Charges) (England) (Scheme) 2017 | | | | | | |

NOTES

The above fees are detailed in the Local Authority Permits for Part A(2) Installations and small waste incineration plan (Fees & Charges) (England) (Scheme) 2017 in the currently imposed by DEFRA, a fully copy of which can be viewed on their website www.defra.gov.uk

- * Subsistence charges can be paid in four equal quarterly instalments paid on 1 April, 1 July, 1 October and 1 January. Where paid quarterly the amount payable to the authority will increase by £38

| | Detail | Effective Date | 2023/24 £ | 2024/25 £ | VAT |
|-----|--|----------------|-----------|-----------|----------|
| 1 | LICENCES | | | | |
| 1.1 | Hackney Carriage and Private Hire * | | | | |
| | Driver's licence - 3 Year - Standard Licence Period | 01/04/2024 | 281.50 | 310.25 | O/Scope |
| | Driver's licence - annual (aged 65yrs or above and/or medical conditic | 01/04/2024 | 113.00 | 125.00 | O/Scope |
| | Change to dual licence (mid year) | 01/04/2024 | 43.50 | 48.00 | O/Scope |
| | Replacement drivers badge (sent by Royal Mail) | 01/04/2024 | 25.75 | 29.00 | O/Scope |
| | Replacement drivers badge (collected from Customer Services) | 01/04/2024 | 25.75 | 35.75 | O/Scope |
| | Replacement vehicle plate | 01/04/2024 | 58.75 | 69.30 | Included |
| | Replacement licence certificate | 01/04/2024 | 20.25 | 23.00 | O/Scope |
| | Replacement vehicle bracket | 01/04/2024 | 16.75 | 16.80 | Included |
| | Replacement internal vehicle plate (sent by royal mail) | 01/04/2024 | 26.75 | 30.50 | O/Scope |
| | Replacement internal vehicle plates (collected from Customer Service | 01/04/2024 | 26.75 | 37.25 | O/Scope |
| | Transfer of vehicle ownership | 01/04/2024 | 42.50 | 47.00 | O/Scope |
| | Local Knowledge Test- Hackney Carriage Only (initial and retest) | 01/04/2024 | 71.00 | 78.25 | O/Scope |
| | English Language Skills Test (initial and retest) | 01/04/2024 | 46.50 | 46.50 | O/Scope |
| | Private Hire Operator Licence - 5 Year | 01/04/2024 | 173.50 | 191.00 | O/Scope |
| | Change of registration number ie cherished number plates | 01/04/2024 | 88.75 | 106.00 | O/Scope |
| | Enhanced DBS disclosure fee | 01/04/2024 | 40.00 | 38.00 | O/Scope |
| | Enhanced DBS Admin fee (new application - 3yr licence) | 01/04/2024 | N/A | 35.00 | O/Scope |
| | Enhanced DBS Admin fee (2nd application during 3yr licence) | 01/04/2024 | N/A | 45.00 | O/Scope |
| | Delivery fee to Bourne area office | 01/04/2023 | 10.00 | 10.00 | O/Scope |
| 2 | Annual vehicle licence | | | | |
| | Private Hire | 01/04/2024 | 241.00 | 272.00 | O/Scope |
| | Hackney Carriage | 01/04/2024 | 262.50 | 298.50 | O/Scope |
| | 20% reduction for LPG/Hybrid/Wheelchair vehicles: Private Hire | 01/04/2024 | 192.75 | 217.50 | O/Scope |
| | 20% reduction for LPG/Hybrid/Wheelchair vehicles: Hackney | 01/04/2024 | 210.00 | 238.75 | O/Scope |
| | 50% reduction for electric/zero emissions vehicles: Private Hire | 01/04/2024 | 120.50 | 136.00 | O/Scope |
| | 50% reduction for electric/zero emissions vehicles: Hackney | 01/04/2024 | 131.25 | 149.25 | O/Scope |
| | Exemption from displaying Private Hire plate | 01/04/2024 | 92.50 | 102.00 | O/Scope |
| | Exemption from displaying Private Hire plate (renewal fee) | 01/04/2024 | 57.00 | 64.00 | O/Scope |
| 3 | Credit for unexpired days due to change of vehicle | | | | |
| | Private Hire | 01/04/2024 | 0.66 | 0.75 | O/Scope |
| | Hackney Carriage | 01/04/2024 | 0.72 | 0.82 | O/Scope |
| 4 | Activites involving Animals - Additional vets fees may apply to these licences | | | | |
| 4.1 | Animal Licences | | | | |
| | Pre application/Re-inspections (where applicable) | 01/04/2024 | 210.00 | 230.75 | O/Scope |
| | Dog Boarding - Part A | 01/04/2024 | 225.00 | 247.50 | O/Scope |
| | Dog Boarding - Part B | 01/04/2024 | 128.50 | 141.50 | O/Scope |
| | Cat Boarding - Part A | 01/04/2024 | 225.00 | 247.50 | O/Scope |
| | Cat Boarding - Part B | 01/04/2024 | 128.50 | 141.50 | O/Scope |
| | Dual Dog and Cat Boarding - Part A | 01/04/2024 | 270.50 | 297.75 | O/Scope |
| | Dual Dog and Cat Boarding - Part B | 01/04/2024 | 152.00 | 167.50 | O/Scope |
| | Dog Day Care - Part A | 01/04/2024 | 225.00 | 247.50 | O/Scope |
| | Dog Day Care - Part B | 01/04/2024 | 128.50 | 141.50 | O/Scope |
| | Home Boarding - Part A | 01/04/2024 | 152.00 | 167.50 | O/Scope |
| | Home Boarding - Part B | 01/04/2024 | 105.00 | 115.25 | O/Scope |
| | Arrangers/Franchisers | 01/04/2024 | 105.00 | 115.25 | O/Scope |
| | Dog Breeding Establishments Part A | 01/04/2024 | 260.00 | 286.50 | O/Scope |
| | Dog Breeding Establishments Part B | 01/04/2024 | 199.50 | 219.50 | O/Scope |
| | Sale of Animals as Pets- (Pet shops) Part A | 01/04/2024 | 225.00 | 247.50 | O/Scope |
| | Sale of selling Animals as Pets - (Pet shops) Part B | 01/04/2024 | 128.50 | 141.50 | O/Scope |
| | Hiring of Horses (Riding Establishments) Part A | 01/04/2024 | 260.00 | 286.50 | O/Scope |
| | Hiring of Horses (Riding Establishments) Part B | 01/04/2024 | 199.50 | 219.50 | O/Scope |
| | Dangerous Wild Animals Part A | 01/04/2024 | 213.00 | 234.50 | O/Scope |
| | Dangerous Wild Animals Part B | 01/04/2024 | 45.00 | 49.75 | O/Scope |
| | Transfer of licence | 01/04/2024 | 115.00 | 126.50 | O/Scope |
| | Animals for exhibition (3 year Licence) Part A | 01/04/2024 | 152.00 | 167.50 | O/Scope |
| | Animals for exhibition (3 year Licence) Part B | 01/04/2024 | 105.00 | 115.25 | O/Scope |
| | Variation (with inspection) | 01/04/2024 | 210.00 | 230.75 | O/Scope |
| | Variation (no inspection) | 01/04/2024 | 57.50 | 63.25 | O/Scope |
| 5 | Zoo Licences | | | | |
| | New Application (4 year) Part A | 01/04/2024 | 466.50 | 513.50 | O/Scope |
| | New Application (4 year) Part B | 01/04/2024 | 209.50 | 230.75 | O/Scope |
| | Renewal (6 year) Part A | 01/04/2024 | 395.50 | 435.50 | O/Scope |
| | Renewal (6 year) Part B | 01/04/2024 | 399.00 | 439.00 | O/Scope |
| | Transfer of Licence | 01/04/2024 | 115.00 | 126.50 | O/Scope |
| 6 | Sex Establishments | | | | |
| | New Application/Renewal/Transfer/Variation- Part A | 01/04/2024 | 1,731.00 | 1884.00 | O/Scope |
| | New Application/Renewal/Transfer/Variation - Part B | 01/04/2024 | 143.00 | 155.50 | O/Scope |
| 7 | Street Trading | | | | |
| | Stamford Pedestrian Precinct Per Day | 01/04/2024 | 26.00 | 26.00 | O/Scope |
| | Other Locations per day from | 01/04/2024 | 21.00 | 21.00 | O/Scope |
| | Private land per day | 01/04/2024 | 11.25 | 11.25 | O/Scope |
| | Mobile Trader Consent (12 months) | 01/04/2024 | 347.00 | 347.00 | O/Scope |
| NB | Relevant fees as per the Provision of Services Regulations 2009 are now broken down into Part A and Part B. Part A is payable upon application, Part B is payable upon grant of license | | | | |

* Subject to approval

| | Detail | Effective Date | 2023/24 £ | 2024/25 £ | VAT |
|---|---|----------------|-----------|-----------|---------|
| ALCOHOL LICENSING | | | | | |
| 1 | Licensed Premises | | | | |
| Grant of Premises Licence or Club Premises Certificate | | | | | |
| | Band A (Rateable Value £0 - £4,300) | 24/11/2005 | 100.00 | 100.00 | O/Scope |
| | Band B (Rateable Value £4,301 - £33,000) | 24/11/2005 | 190.00 | 190.00 | O/Scope |
| | Band C (Rateable Value £33,001 - £87,000) | 24/11/2005 | 315.00 | 315.00 | O/Scope |
| | Band D (Rateable Value £87,001 - £125,000) | 24/11/2005 | 450.00 | 450.00 | O/Scope |
| | Band E (Rateable Value £125,001+) | 24/11/2005 | 635.00 | 635.00 | O/Scope |
| 2 | Variation of Premises Licence or Club Premises Certificate | | | | |
| | Band A (Rateable Value £0 - £4,300) | 24/11/2005 | 100.00 | 100.00 | O/Scope |
| | Band B (Rateable Value £4,301 - £33,000) | 24/11/2005 | 190.00 | 190.00 | O/Scope |
| | Band C (Rateable Value £33,001 - £87,000) | 24/11/2005 | 315.00 | 315.00 | O/Scope |
| | Band D (Rateable Value £87,001 - £125,000) | 24/11/2005 | 450.00 | 450.00 | O/Scope |
| | Band E (Rateable Value £125,001+) | 24/11/2005 | 635.00 | 635.00 | O/Scope |
| | Minor Variation | 30/06/2009 | 89.00 | 89.00 | O/Scope |
| 3 | Annual Fee for Premises Licence or Club Premises Certificate | | | | |
| | Band A (Rateable Value £0 - £4,300) | 24/11/2005 | 70.00 | 70.00 | O/Scope |
| | Band B (Rateable Value £4,301 - £33,000) | 24/11/2005 | 180.00 | 180.00 | O/Scope |
| | Band C (Rateable Value £33,001 - £87,000) | 24/11/2005 | 295.00 | 295.00 | O/Scope |
| | Band D (Rateable Value £87,001 - £125,000) | 24/11/2005 | 320.00 | 320.00 | O/Scope |
| | Band E (Rateable Value £125,001+) | 24/11/2005 | 350.00 | 350.00 | O/Scope |
| 4 | Grant of Premises Licence where alcohol is primary use | | | | |
| | Band A (Rateable Value £0 - £4,300) | 24/11/2005 | 100.00 | 100.00 | O/Scope |
| | Band B (Rateable Value £4,301 - £33,000) | 24/11/2005 | 190.00 | 190.00 | O/Scope |
| | Band C (Rateable Value £33,001 - £87,000) | 24/11/2005 | 315.00 | 315.00 | O/Scope |
| | Band D (Rateable Value £87,001 - £125,000) | 24/11/2005 | 900.00 | 900.00 | O/Scope |
| | Band E (Rateable Value £125,001+) | 24/11/2005 | 1,905.00 | 1,905.00 | O/Scope |
| 5 | Annual Fee for Premises Licence where alcohol is primary use | | | | |
| | Band A (Rateable Value £0 - £4,300) | 24/11/2005 | 70.00 | 70.00 | O/Scope |
| | Band B (Rateable Value £4,301 - £33,000) | 24/11/2005 | 180.00 | 180.00 | O/Scope |
| | Band C (Rateable Value £33,001 - £87,000) | 24/11/2005 | 295.00 | 295.00 | O/Scope |
| | Band D (Rateable Value £87,001 - £125,000) | 24/11/2005 | 640.00 | 640.00 | O/Scope |
| | Band E (Rateable Value £125,001+) | 24/11/2005 | 1,050.00 | 1,050.00 | O/Scope |
| Fees set by government | | | | | |

| | Detail | Effective Date | 2023/24 £ | 2024/25 £ | VAT |
|--------------------------|---|----------------|-----------|-----------|---------|
| ALCOHOL LICENSING | | | | | |
| 6 | Grant of Premises Licence or Club Premises Certificate | | | | |
| Number of Persons | | | | | |
| | 5,000 to 9,999 | 24/11/2005 | 1,000.00 | 1,000.00 | O/Scope |
| | 10,000 to 14,999 | 24/11/2005 | 2,000.00 | 2,000.00 | O/Scope |
| | 15,000 to 19,999 | 24/11/2005 | 4,000.00 | 4,000.00 | O/Scope |
| | 20,000 to 29,999 | 24/11/2005 | 8,000.00 | 8,000.00 | O/Scope |
| | 30,000 to 39,999 | 24/11/2005 | 16,000.00 | 16,000.00 | O/Scope |
| | 40,000 to 49,999 | 24/11/2005 | 24,000.00 | 24,000.00 | O/Scope |
| | 50,000 to 59,999 | 24/11/2005 | 32,000.00 | 32,000.00 | O/Scope |
| | 60,000 to 69,999 | 24/11/2005 | 40,000.00 | 40,000.00 | O/Scope |
| | 70,000 to 79,999 | 24/11/2005 | 48,000.00 | 48,000.00 | O/Scope |
| | 80,000 to 89,999 | 24/11/2005 | 56,000.00 | 56,000.00 | O/Scope |
| | 90,000 and over | 24/11/2005 | 64,000.00 | 64,000.00 | O/Scope |
| 7 | Annual Fee - Number of Persons | | | | |
| | 5,000 to 9,999 | 24/11/2005 | 500.00 | 500.00 | O/Scope |
| | 10,000 to 14,999 | 24/11/2005 | 1,000.00 | 1,000.00 | O/Scope |
| | 15,000 to 19,999 | 24/11/2005 | 2,000.00 | 2,000.00 | O/Scope |
| | 20,000 to 29,999 | 24/11/2005 | 4,000.00 | 4,000.00 | O/Scope |
| | 30,000 to 39,999 | 24/11/2005 | 8,000.00 | 8,000.00 | O/Scope |
| | 40,000 to 49,999 | 24/11/2005 | 12,000.00 | 12,000.00 | O/Scope |
| | 50,000 to 59,999 | 24/11/2005 | 16,000.00 | 16,000.00 | O/Scope |
| | 60,000 to 69,999 | 24/11/2005 | 20,000.00 | 20,000.00 | O/Scope |
| | 70,000 to 79,999 | 24/11/2005 | 24,000.00 | 24,000.00 | O/Scope |
| | 80,000 to 89,999 | 24/11/2005 | 28,000.00 | 28,000.00 | O/Scope |
| | 90,000 and over | 24/11/2005 | 32,000.00 | 32,000.00 | O/Scope |
| Fees set by government | | | | | |

| | Detail | Effective Date | 2023/24 £ | 2024/25 £ | VAT |
|---|--|----------------|-----------|-----------|---------|
| | ALCOHOL LICENSING | | | | |
| 8 | Other Charges - Licensing Act 2003 | | | | |
| | Personal Licence (Grant/ renewal) | 24/11/2005 | 37.00 | 37.00 | O/Scope |
| | Theft, loss etc of a personal licence | 24/11/2005 | 10.50 | 10.50 | O/Scope |
| | Duty to notify change of name or address | 24/11/2005 | 10.50 | 10.50 | O/Scope |
| | Temporary Event Notice | 24/11/2005 | 21.00 | 21.00 | O/Scope |
| | Theft, loss etc of a Temporary Event Notice | 24/11/2005 | 10.50 | 10.50 | O/Scope |
| | Theft, loss etc of a premises licence or summary | 24/11/2005 | 10.50 | 10.50 | O/Scope |
| | Application for a provisional statement where premises being built etc | 24/11/2005 | 315.00 | 315.00 | O/Scope |
| | Notification of change of name or address | 24/11/2005 | 10.50 | 10.50 | O/Scope |
| | Application to vary licence to specify individual as DPS | 24/11/2005 | 23.00 | 23.00 | O/Scope |
| | Transfer of premises licence | 24/11/2005 | 23.00 | 23.00 | O/Scope |
| | Interim authority notice following death etc of licence holder | 24/11/2005 | 23.00 | 23.00 | O/Scope |
| | Theft, loss etc of certificate of summary | 24/11/2005 | 10.50 | 10.50 | O/Scope |
| | Notification of change of name or alteration of rules of club | 24/11/2005 | 10.50 | 10.50 | O/Scope |
| | Change of relevant registered address of club | 24/11/2005 | 10.50 | 10.50 | O/Scope |
| | Right of freeholder etc to be notified of licensing matters | 24/11/2005 | 21.00 | 21.00 | O/Scope |
| | Disapplication of premise supervisor for community premises | 01/04/2020 | 23.00 | 23.00 | O/Scope |
| | Fees set by government | | | | |

| | Detail | Effective Date | 2023/24 £ | 2024/25 £ | VAT |
|---|--|----------------|-----------|-----------|---------|
| GAMBLING LICENSING | | | | | |
| 1 | <u>Bingo Premises Licence</u> | | | | |
| | Application for Provisional Statement | 01/04/2024 | 779.25 | 833.75 | O/Scope |
| | Non Conversion Fee, Provisional Statement Premises | 01/04/2024 | 621.50 | 665.00 | O/Scope |
| | Non Conversion Fee, Other Premises | 01/04/2024 | 822.25 | 879.75 | O/Scope |
| | Annual Fee | 01/04/2024 | 548.50 | 587.00 | O/Scope |
| | Variation of Licence | 01/04/2024 | 749.25 | 801.75 | O/Scope |
| | Transfer Fee | 01/04/2024 | 626.50 | 670.25 | O/Scope |
| | Application for Reinstatement of Licence | 01/04/2024 | 626.50 | 670.25 | O/Scope |
| 2 | <u>Adult Gaming Centre Premises Licence</u> | | | | |
| | Application for Provisional Statement | 01/04/2024 | 717.25 | 767.50 | O/Scope |
| | Non Conversion Fee, Provisional Statement Premises | 01/04/2024 | 459.00 | 491.25 | O/Scope |
| | Non Conversion Fee, Other Premises | 01/04/2024 | 749.25 | 801.75 | O/Scope |
| | Annual Fee | 01/04/2024 | 482.25 | 516.00 | O/Scope |
| | Variation of Licence | 01/04/2024 | 694.25 | 742.75 | O/Scope |
| | Transfer Fee | 01/04/2024 | 560.50 | 599.75 | O/Scope |
| | Application for Reinstatement of Licence | 01/04/2024 | 560.50 | 599.75 | O/Scope |
| 3 | <u>Family Entertainment Centre Premises Licence</u> | | | | |
| | Application for Provisional Statement | 01/04/2024 | 717.25 | 767.50 | O/Scope |
| | Non Conversion Fee, Provisional Statement Premises | 01/04/2024 | 459.00 | 491.25 | O/Scope |
| | Non Conversion Fee, Other Premises | 01/04/2024 | 749.25 | 801.75 | O/Scope |
| | Annual Fee | 01/04/2024 | 482.25 | 516.00 | O/Scope |
| | Variation of Licence | 01/04/2024 | 694.25 | 742.75 | O/Scope |
| | Transfer Fee | 01/04/2024 | 560.50 | 599.75 | O/Scope |
| | Application for Reinstatement of Licence | 01/04/2024 | 560.50 | 599.75 | O/Scope |
| 4 | <u>Betting Premises Licence (other e.g. Betting shops)</u> | | | | |
| | Application for Provisional Statement | 01/04/2024 | 717.25 | 767.50 | O/Scope |
| | Non Conversion Fee, Provisional Statement Premises | 01/04/2024 | 459.00 | 491.25 | O/Scope |
| | Non Conversion Fee, Other Premises | 01/04/2024 | 749.25 | 801.75 | O/Scope |
| | Annual Fee | 01/04/2024 | 482.25 | 516.00 | O/Scope |
| | Variation of Licence | 01/04/2024 | 694.25 | 742.75 | O/Scope |
| | Transfer Fee | 01/04/2024 | 560.50 | 599.75 | O/Scope |
| | Application for Reinstatement of Licence | 01/04/2024 | 560.50 | 599.75 | O/Scope |
| 5 | <u>Ancillary Fees</u> | | | | |
| | Change of Circumstances | 01/04/2019 | 50.00 | 50.00 | O/Scope |
| | Fee for copy of licence | 01/04/2019 | 25.00 | 25.00 | O/Scope |
| 6 | <u>Temporary Use Notices</u> | | | | |
| | Fee for giving a Temporary Use Notice | 01/04/2020 | 50.00 | 50.00 | O/Scope |
| | Replacement of an endorsed copy of a Temporary Use Notice | 01/04/2020 | 25.00 | 25.00 | O/Scope |
| Maximum fees are set in The Gambling (Premises Licence Fees) (England and Wales) Regulations 2007 | | | | | |

| | Detail | Effective Date | 2023/24 £ | 2024/25 £ | VAT |
|------------------------|---|----------------|-----------|-----------|---------|
| | GAMBLING LICENSING | | | | |
| 7 | <u>Unlicensed Family Entertainment Centres (10 year duration)</u> | | | | |
| | Gaming Machine Permit (no annual fee) | 31/01/2007 | 300.00 | 300.00 | O/Scope |
| | Renewal | 31/01/2007 | 300.00 | 300.00 | O/Scope |
| | Change of name | 31/01/2007 | 25.00 | 25.00 | O/Scope |
| | Copy of Permit | 31/01/2007 | 15.00 | 15.00 | O/Scope |
| | Prize Gaming Permit (no annual fee) | 31/01/2007 | 300.00 | 300.00 | O/Scope |
| | Renewal | 31/01/2007 | 300.00 | 300.00 | O/Scope |
| | Change of name | 31/01/2007 | 25.00 | 25.00 | O/Scope |
| | Copy of Permit | 31/01/2007 | 15.00 | 15.00 | O/Scope |
| 8 | <u>Club Gaming Permit & Club Machine Permit (10 years duration)</u> | | | | |
| | New | 31/01/2007 | 200.00 | 200.00 | O/Scope |
| | Renewal | 31/01/2007 | 200.00 | 200.00 | O/Scope |
| | Annual Fee | 31/01/2007 | 50.00 | 50.00 | O/Scope |
| | Variation | 31/01/2007 | 100.00 | 100.00 | O/Scope |
| | Copy of Permit | 31/01/2007 | 15.00 | 15.00 | O/Scope |
| 9 | <u>Licensed Premises Gaming Machine Permits</u> | | | | |
| | One off notification fee of 2 or less gaming machines | 31/01/2007 | 50.00 | 50.00 | O/Scope |
| | New (3 or more machines plus annual fee below) | 31/01/2007 | 150.00 | 150.00 | O/Scope |
| | Transfer | 31/01/2007 | 25.00 | 25.00 | O/Scope |
| | Variation | 31/01/2007 | 100.00 | 100.00 | O/Scope |
| | Change of name on a Gaming Permit (more than 2 machines) | 31/01/2007 | 25.00 | 25.00 | O/Scope |
| | Copy of Gaming Machine Permit (more than 2 machines) | 31/01/2007 | 15.00 | 15.00 | O/Scope |
| | Annual Fee | 31/01/2007 | 50.00 | 50.00 | O/Scope |
| 10 | <u>Small Society Lotteries</u> | | | | |
| | Registration | 01/09/2007 | 40.00 | 40.00 | O/Scope |
| | Renewal | 01/09/2007 | 20.00 | 20.00 | O/Scope |
| Fees set by government | | | | | |

| | Detail | Effective Date | 2023/24 £ | 2024/25 £ | VAT |
|--|--|--------------------------|---------------|--------------------|---------|
| NEIGHBOURHOODS | | | | | |
| 1 | Fixed Penalty Notice - Community Protection Notice | 01/04/2018 | 100.00 | 100.00 | O/Scope |
| 2 | Fixed Penalty Notice - Public Space Protection Order | 01/04/2018 | 100.00 | 100.00 | O/Scope |
| 3 | Fixed Penalty Notice - Domestic Waste Offence | 01/04/2017 | 80.00 | 80.00 | O/Scope |
| 4 | Fixed Penalty Notice - Commercial Waste Offence | 01/04/2017 | 110.00 | 110.00 | O/Scope |
| 5 | Fixed Penalty Notice - Waste Transfer Offence | 01/04/2017 | 300.00 | 300.00 | O/Scope |
| 6 | Fixed Penalty Notice - Littering Reduced for repayment within 14 days | 01/04/2024 01/04/2024 | 150.00 N/A | 500.00 250.00 | O/Scope |
| 7 | Fixed Penalty Notice - Fly Tipping Reduced for repayment within 14 days | 01/04/2024 01/04/2024 | 400.00 N/A | 1,000.00 500.00 | O/Scope |
| 8 | Fixed Penalty Notice - Fly Posting* | 01/04/2018 | 100.00 | 100.00 | O/Scope |
| 9 | Fixed Penalty Notice - Graffiti Reduced for repayment within 14 days | 01/04/2024 01/04/2024 | 100.00 N/A | 500.00 250.00 | O/Scope |
| 10 | Fixed Penalty Notice - Abandoning a Vehicle | 01/04/2017 | 200.00 | 200.00 | O/Scope |
| 11 | Fixed Penalty Notice - Nuisance Parking | 01/04/2017 | 100.00 | 100.00 | O/Scope |
| 12 | Fixed Penalty Notice - Householder waste duty of care* Reduced for repayment within 14 days | 01/04/2024 01/04/2024 | 200.00 N/A | 600.00 300.00 | O/Scope |
| 13 | REQUESTS FOR RELEASE OF CCTV IMAGES Legal Representative/Insurance Company | 01/04/2020 | 75.00 | 75.00 | O/Scope |
| 14 | Neighbourhood charges | 01/04/2019 | Hourly rate | Hourly rate | O/Scope |
| NB. The above fees are set at the maximum full penalty with the exception of those marked * which are set at the default penalty as determined in the Environmental Offences (Fixed Penalties) (England) Regulations | | | | | |

| | Detail | Effective Date | 2023/24 £ | 2024/25 £ | VAT |
|----|--|----------------|-----------|-----------|---------|
| | NEIGHBOURHOODS | | | | |
| | REMOVAL OF VEHICLES | | | | |
| 15 | <u>Vehicle on road, upright and not substantially damaged or any two wheeled vehicle whatever its condition or position on or off the road</u> | | | | |
| | Vehicle equal to or less than 3.5 tonnes MAM | 01/04/2020 | 150.00 | 150.00 | O/Scope |
| | Vehicle exceeding 3.5 tonnes MAM but equal to or less than 7.5 tonnes | 01/04/2020 | 200.00 | 200.00 | O/Scope |
| | Vehicle exceeding 7.5 tonnes MAM but equal to or less than 18 MAM | 01/04/2020 | 350.00 | 350.00 | O/Scope |
| | Vehicle exceeding 18 tonnes MAM | 01/04/2020 | 350.00 | 350.00 | O/Scope |
| 16 | <u>Vehicle, excluding a two wheeled vehicle, on road but either not upright or substantially damaged or both</u> | | | | |
| | Vehicle equal to or less than 3.5 tonnes MAM | 01/04/2020 | 250.00 | 250.00 | O/Scope |
| | Vehicle exceeding 3.5 tonnes MAM but equal to or less than 7.5 tonnes | 01/04/2020 | 650.00 | 650.00 | O/Scope |
| | Vehicle exceeding 7.5 tonnes MAM but equal to or less than 18 MAM - Unladen | 01/04/2020 | 2,000.00 | 2,000.00 | O/Scope |
| | Vehicle exceeding 7.5 tonnes MAM but equal to or less than 18 MAM - Laden | 01/04/2020 | 3,000.00 | 3,000.00 | O/Scope |
| | Vehicle exceeding 18 tonnes MAM - Unladen | 01/04/2020 | 3,000.00 | 3,000.00 | O/Scope |
| | Vehicle exceeding 18 tonnes MAM - Laden | 01/04/2020 | 4,500.00 | 4,500.00 | O/Scope |
| 17 | <u>Vehicle, excluding a two wheeled vehicle, off road, upright and not substantially damaged</u> | | | | |
| | Vehicle equal to or less than 3.5 tonnes MAM | 01/04/2020 | 200.00 | 200.00 | O/Scope |
| | Vehicle exceeding 3.5 tonnes MAM but equal to or less than 7.5 tonnes | 01/04/2020 | 400.00 | 400.00 | O/Scope |
| | Vehicle exceeding 7.5 tonnes MAM but equal to or less than 18 MAM - Unladen | 01/04/2020 | 1,000.00 | 1,000.00 | O/Scope |
| | Vehicle exceeding 7.5 tonnes MAM but equal to or less than 18 MAM - Laden | 01/04/2020 | 1,500.00 | 1,500.00 | O/Scope |
| | Vehicle exceeding 18 tonnes MAM - Unladen | 01/04/2020 | 1,500.00 | 1,500.00 | O/Scope |
| | Vehicle exceeding 18 tonnes MAM - Laden | 01/04/2020 | 2,000.00 | 2,000.00 | O/Scope |
| 18 | <u>Vehicle, excluding a two wheeled vehicle, off road, but either not upright or substantially damaged or both</u> | | | | |
| | Vehicle equal to or less than 3.5 tonnes MAM | 01/04/2020 | 300.00 | 300.00 | O/Scope |
| | Vehicle exceeding 3.5 tonnes MAM but equal to or less than 7.5 tonnes | 01/04/2020 | 850.00 | 850.00 | O/Scope |
| | Vehicle exceeding 7.5 tonnes MAM but equal to or less than 18 MAM - Unladen | 01/04/2020 | 3,000.00 | 3,000.00 | O/Scope |
| | Vehicle exceeding 7.5 tonnes MAM but equal to or less than 18 MAM - Laden | 01/04/2020 | 4,500.00 | 4,500.00 | O/Scope |
| | Vehicle exceeding 18 tonnes MAM - Unladen | 01/04/2020 | 4,500.00 | 4,500.00 | O/Scope |
| | Vehicle exceeding 18 tonnes MAM - Laden | 01/04/2020 | 6,000.00 | 6,000.00 | O/Scope |
| 19 | STORAGE OF VEHICLES PER 24 HOURS OR PART OF | | | | |
| | Two wheeled vehicle | 01/04/2020 | 10.00 | 10.00 | O/Scope |
| | Vehicle, not including a two wheeled vehicle, equal to or less than 3.5 tonnes MAM | 01/04/2020 | 20.00 | 20.00 | O/Scope |
| | Vehicle exceeding 3.5 tonnes MAM but equal to or less than 7.5 tonnes MAM | 01/04/2020 | 25.00 | 25.00 | O/Scope |
| | Vehicle exceeding 7.5 tonnes MAM but equal to or less than 18 MAM | 01/04/2020 | 30.00 | 30.00 | O/Scope |
| | Vehicle exceeding 18 tonnes MAM | 01/04/2020 | 35.00 | 35.00 | O/Scope |
| 20 | DISPOSAL OF VEHICLES | | | | |
| | Two wheeled vehicle | 01/04/2020 | 50.00 | 50.00 | O/Scope |
| | Vehicle, not including a two wheeled vehicle, equal to or less than 3.5 tonnes MAM | 01/04/2020 | 75.00 | 75.00 | O/Scope |
| | Vehicle exceeding 3.5 tonnes MAM but equal to or less than 7.5 tonnes MAM | 01/04/2020 | 100.00 | 100.00 | O/Scope |
| | Vehicle exceeding 7.5 tonnes MAM but equal to or less than 18 MAM | 01/04/2020 | 125.00 | 125.00 | O/Scope |
| | Vehicle exceeding 18 tonnes MAM | 01/04/2020 | 150.00 | 150.00 | O/Scope |

| | Detail | Effective Date | 2023/24 £ | 2024/25 £ | VAT |
|----|---|----------------|-----------|-----------|----------|
| | MARKETS - GRANTHAM | | | | |
| 1 | Standard Stall (3.05m x 1.22m) | 01/04/2023 | 24.40 | 24.40 | Exempt |
| | Standard Casual Stall (3.05m x 1.22m) | 01/04/2023 | 27.10 | 27.10 | Exempt |
| 2 | Pitch (3.05m x 3.05m) | 01/04/2023 | 22.70 | 22.70 | Exempt |
| | Casual Pitch (3.05m x 3.05m) | 01/04/2023 | 23.80 | 23.80 | Exempt |
| | Hot food & drinks units | 01/04/2023 | 27.10 | 27.10 | Exempt |
| 3 | <u>Vehicles parked for storage</u> | | | | |
| | Cars and light vans | 01/04/2023 | 7.60 | 7.60 | Included |
| | Large vehicles | 01/04/2023 | 11.30 | 11.30 | Included |
| | MARKETS - STAMFORD | | | | |
| 4 | Standard Stall (3.05m x 1.22m) | 01/04/2023 | 28.10 | 28.10 | Exempt |
| | Standard Casual Stall (3.05m x 1.22m) | 01/04/2023 | 31.40 | 31.40 | Exempt |
| 5 | Pitch (3.05m x 1.22m) | 01/04/2023 | 24.90 | 24.90 | Exempt |
| | Casual Pitch (3.05m x 3.05m) | 01/04/2023 | 28.10 | 28.10 | Exempt |
| | Hot food & drinks units | 01/04/2023 | 31.40 | 31.40 | Exempt |
| 6 | Craft fair - Table | 01/04/2023 | 29.20 | 29.20 | Exempt |
| 7 | Craft fair - Stall | 01/04/2023 | 35.20 | 35.20 | Exempt |
| 8 | <u>Vehicles parked for storage</u> | | | | |
| | Cars and light vans | 01/04/2023 | 7.60 | 7.60 | Included |
| | Large vehicles | 01/04/2023 | 11.90 | 11.90 | Included |
| | MARKETS - BOURNE | | | | |
| 9 | Standard Stall (3.05m x 1.22m) | 01/04/2023 | 21.60 | 21.60 | Exempt |
| | Standard Casual Stall (3.05m x 1.22m) | 01/04/2023 | 23.80 | 23.80 | Exempt |
| 10 | Pitch (3.05m x 3.05m) | 01/04/2023 | 18.40 | 18.40 | Exempt |
| | Casual Pitch (3.05m x 3.05m) | 01/04/2023 | 18.90 | 18.90 | Exempt |
| | Hot food & drinks units | 01/04/2023 | 23.80 | 23.80 | Exempt |
| 11 | <u>Vehicles parked for storage</u> | | | | |
| | Cars and light vans | 01/04/2023 | 8.10 | 8.10 | Included |
| | Large vehicles | 01/04/2023 | 11.90 | 11.90 | Included |
| 12 | Hire of stall for private function (collection only)* | 01/04/2023 | 12.40 | 12.40 | Exempt |
| 13 | FOR ALL MARKETS | | | | |
| | Farmers market - supply of stall cover in addition to standard stall charge | 01/04/2023 | 1.70 | 1.70 | Exempt |
| | Excessive Waste Surcharge (per stall) | 01/04/2023 | 6.00 | 6.00 | Included |

* any associated costs with delivery and set up will be charged accordingly

| | Detail | Effective Date | 2023/24 £ | 2024/25 £ | VAT |
|-------------------------------|--|----------------|-----------|-----------|----------|
| LOCAL LAND CHARGE FEES | | | | | |
| 1 | Registration of a Charge on Part II of Register including Water Industry S30, LCC S106, Highways Act S38 | 01/04/2023 | 107.50 | 107.50 | O/Scope |
| 2 | Filing a Definitive Certificate of Lands Tribunal | 01/04/2023 | 5.00 | 5.00 | O/Scope |
| 3 | Filing adjustment etc. for variation - cancellation of entry in Part II of Register | 01/04/2023 | 11.20 | 11.20 | O/Scope |
| 4 | Inspection of documents filed under Rule 10 | 01/04/2023 | 5.00 | 5.00 | O/Scope |
| 5 | Official search of the Local Land Charges register (including issue of certificate) | 01/04/2019 | 15.00 | 15.00 | O/Scope |
| 6 | Con 29 Part I enquiries* | | | | |
| | - one parcel of land, including the revised Con 29 questions | 01/04/2023 | 207.60 | 207.60 | Included |
| | - each additional parcel of land | 01/04/2023 | 30.60 | 30.60 | Included |
| | Part II enquiries | | | | |
| | - each optional enquiry, excluding question 22 | 01/04/2023 | 21.30 | 21.30 | Included |
| | - question 22 | 01/04/2023 | 27.60 | 27.60 | Included |
| | - solicitor/client's own enquiry | 01/04/2023 | 27.60 | 27.60 | Included |
| 7 | Commercial* | | | | |
| | - Please contact for a quotation on landcharges@southkesteven.gov.uk | 01/04/2020 | Variable | | Included |
| 8 | Additional charge for expedited official search and Con29 - (3 Day Turnaround) | 01/04/2023 | 43.75 | 43.75 | O/Scope |
| 9 | CON 29R UNREFINED DATA CHARGES* | | | | |
| | Building Regulations Q1.1 (F to H) | 01/04/2023 | 7.80 | 7.80 | Included |
| | Roads Q2.1 | 01/04/2023 | 7.80 | 7.80 | Included |
| | PROWS Q2.2 | 01/04/2023 | 7.80 | 7.80 | Included |
| | Land Requisitioned for Public Purposes Q3.1 | 01/04/2023 | 7.80 | 7.80 | Included |
| | Roadworks Q3.2 | 01/04/2023 | 7.80 | 7.80 | Included |
| | Drainage Q3.3 | 01/04/2023 | 7.80 | 7.80 | Included |
| | Road Schemes Q3.4 | 01/04/2023 | 7.80 | 7.80 | Included |
| | Nearby Railway Schemes Q3.5 | 01/04/2023 | 7.80 | 7.80 | Included |
| | Traffic Schemes Q3.6 | 01/04/2023 | 7.80 | 7.80 | Included |
| | Outstanding Notices Q3.7 (A-D & F) | 01/04/2023 | 7.80 | 7.80 | Included |
| | Notices Q3.7 E & G | 01/04/2023 | 7.80 | 7.80 | Included |
| | Contravention of Building Regulations Q3.8 | 01/04/2023 | 7.80 | 7.80 | Included |
| | Notices, Orders, Directions and Proceedings under Planning Acts Q3.9 (A-N) | 01/04/2023 | 7.80 | 7.80 | Included |
| | Community Infrastructure Levy Q3.10 | 01/04/2023 | 7.80 | 7.80 | Included |
| | Conservation Area Q3.11 | 01/04/2023 | 7.80 | 7.80 | Included |
| | Compulsory Purchase Q3.12 | 01/04/2023 | 7.80 | 7.80 | Included |
| | Contaminated Land Q3.13 | 01/04/2023 | 7.80 | 7.80 | Included |
| | Radon Q3.14 | 01/04/2023 | 7.80 | 7.80 | Included |
| | Assets of Community Value Q3.15 | 01/04/2023 | 7.80 | 7.80 | Included |

*The charges quoted will incur a charge based on an hourly rate of £54.90 (incl VAT)

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| A. OUTLINE APPLICATIONS | | | |
| £578 per 0.1 hectare for site up to and including 0.5 hectares | Not more than 0.5 hectares | | £578 per 0.1 hectare |
| £624 per 0.1 hectare for sites between 0.5 hectares and 2.5 hectares | Not more than 2.5 hectares | | £624 per 0.1 hectare |
| £15,433 + £1,186 for each 0.1 in excess of 2.5 hectares to a maximum of £202,500 | More than 2.5 hectares | | £15,433 + £186 for each additional 0.1 hectare in excess of 2.5 hectares (Maximum fee of £202,500) |
| B. HOUSEHOLDER APPLICATIONS | | | |
| Alterations/extensions to a single dwellinghouse , including works within boundary | Single dwellinghouse | | £258 |
| C. FULL APPLICATIONS (and First Submissions of Reserved Matters; or Technical Details Consent) | | | |
| Alterations/extensions to two or more dwellinghouses , including works within boundaries | Two or more dwellinghouses (or two or more flats) | | £509 |
| New dwellinghouses (Not more than 10 dwellinghouses) | New dwellinghouses (not more than 10) | | £578 per dwellinghouse |
| New dwellinghouses (between 10 and 50) | New dwellinghouses (between 10 and 50) | | £624 per dwellinghouse |
| New dwellinghouses (for more than 50) £30,860 + £186 per additional dwellinghouse in excess of 50 up to a maximum fee of £405,500 | New dwellinghouses (more than 50) | | £30,860 + £186 per additional dwellinghouse |
| Erection of buildings (not dwellinghouses, agricultural, glasshouses, plant nor machinery): | | | |
| Gross floor space to be created by the development | No increase in gross floor space or no more than 40 sq m | | £293 |
| Gross floor space to be created by the development | More than 40 sq m but no more than 1,000 sq m | | £578 per each 75 sq. m. |
| Gross floor space to be created by the development | More than 1,000 sq m but no more than 3,750 sq m | | £578 for each 75sq m or part thereof |
| Gross floor space to be created by the development | More than 3,750 sq m | | £30,680 + £186 for each additional 75 sq m in excess of 3,750 sq m to a maximum of £405,000 |
| The erection of buildings (on land used for agriculture for agricultural purposes) | | | |
| Gross floor space to be created by the development | Not more than 465 sq m | | £120 |
| Gross floor space to be created by the development | More than 465 sq m but not more than 540 sq m | | £578 |
| Gross floor space to be created by the development | More than 540 sq m but not more than 1,000 sq m | | £578 for first 540 sq m + £578 for each 75 sq m (or part thereof) in excess of 540 sq m |
| Gross floor space to be created by the development | Between 1,000 sq. m and 4,215 sq. m. | | £624 for first 1,000 sq. m and £624 for each additional 75 sq. metres (or part thereof) in excess of 1,000 sq. m |
| Gross floor space to be created by the development | More than 4,215 sq m | | £30,860 + £186 for each 75 sq m (or part thereof) in excess of 4,215 sq m up to a maximum of £405,000 |
| Erection of glasshouses (on land used for the purposes of agriculture) | | | |
| Gross floor space to be created by the development | Not more than 465 sq m | | £120 |
| Gross floor space to be created by the development | More than 465 sq m but not more than 1,000 sq. m | | £3,225 |
| Gross floor space to be created by the development | More than 1,000 sq. m | | £3,483 |

* The fees above are set by Government

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| Erection/alterations/replacement of plant and machinery | | |
| Site area | Not more than 1 hectare | £578 for each 0.1 hectare (or part thereof) |
| Site area | More than 1 hectare but not more than 5 hectares | £624 for each 0.1 hectare (or part thereof) |
| Site area | More than 5 hectares | £30,860 + additional £186 for each 0.1 hectare (or part thereof) in excess of 5 hectares to a maximum of £405,000 |
| D. APPLICATIONS OTHER THAN BUILDING WORKS | | |
| Car parks, service roads or other accesses | For existing uses | £293 |
| Waste (Use of land for disposal of refuse or waste materials or deposit of material remaining after extraction or storage of minerals) | | |
| Site area | Not more than 15 hectares | £316 for each 0.1 hectare (or part thereof) |
| Site area | More than 15 hectares | £47,161 + £186 for each 0.1 hectare (or part thereof) in excess of 15 hectares up to a maximum of £105,300 |
| Operations connected with exploratory drilling for oil or natural gas | | |
| Site area | Not more than 7.5 hectares | £686 for each 0.1 hectare (or part thereof) |
| Site area | More than 7.5 hectares | £51,395 + additional £204 for each 0.1 hectare (or part thereof) in excess of 7.5 hectares up to a maximum of £405,000 |
| Operations (other than exploratory drilling) for the winning and working of oil or natural gas | | |
| Site area | Not more than 15 hectares | £347 for each 0.1 hectare (or part thereof) |
| Site area | More than 15 hectares | £47,161 + additional £186 for each 0.1 in excess of 15 hectare up to a maximum of £105,300 |
| Other operations (winning and working of minerals) excluding oil and natural gas | | |
| Site area | Not more than 15 hectares | £316 for each 0.1 hectare (or part thereof) |
| Site area | More than 15 hectares | £47,161 + additional £186 for each 0.1 in excess of 15 hectare up to a maximum of £105,300 |
| Other operations (not coming within any of the above categories) | | |
| Site area | Any site area | £293 for each 0.1 hectare (or part thereof) up to a maximum of £2,535 |
| E. LAWFUL DEVELOPMENT CERTIFICATE | | |
| Existing use or operation | Same as Full | |
| Existing use or operation - lawful not to comply with any condition or limitation | £293 | |
| Proposed use or operation | Half the normal planning fee. | |

* The fees above are set by Government

| F. PRIOR APPROVAL | |
|--|------------------------|
| Agricultural and Forestry buildings & operations or demolition of buildings | £120 |
| Communications (previously referred to as 'Telecommunications Code Systems Operators') | £578 |
| Proposed Change of Use to State Funded School or Registered Nursery | £120 |
| Proposed Change of Use of Agricultural Building to a State-Funded School or Registered Nursery | £120 |
| Proposed Change of Use of Agricultural Building to a flexible use within Shops, Financial and Professional services, Restaurants and Cafes, Business, Storage or Distribution, Hotels, or Assembly or Leisure | £120 |
| Proposed Change of Use of a building from Commercial / Business / Service (Use Class E) Use to a use falling within Use Class C3 (Dwellinghouse) | £125 per dwellinghouse |
| Proposed Change of Use of Agricultural Building to a Dwellinghouse (Use Class C3), where there are no Associated Building Operations | £120 |
| Proposed Change of Use of Agricultural Building to a Dwellinghouse (Use Class C3), and Associated Building Operations | £258 |
| Notification for Prior Approval for a Change of Use from Amusement Arcades/Centres and Casinos, (Sui Generis Uses) and any land within its curtilage to Dwellinghouses (Class C3) | £120 |
| Notification for Prior Approval for a Change of Use from Amusement Arcades/Centres and Casinos, (Sui Generis Uses) and any land within its curtilage to Dwellinghouses (Class C3), and Associated Building Operations | £258 |
| Notification for Prior Approval for a Development Consisting of the Erection or Construction of a Collection Facility within the Curtilage of a Shop | £120 |
| Notification for Prior Approval for the Temporary Use of Buildings or Land for the Purpose of Commercial Film-Making and the Associated Temporary Structures, Works, Plant or Machinery required in Connection with that Use | £120 |
| Notification for Prior Approval for the Installation, Alteration or Replacement of other Solar Photovoltaics (PV) equipment on the Roofs of Non-domestic Buildings, up to a Capacity of 1 Megawatt | £120 |
| <i>* The fees above are set by Government</i> | |

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| G. RESERVED MATTERS | | |
| Application for approval of reserved matters following outline approval grant of planning permission | | Full fee due or if full fee already paid then £462 due |
| H. APPROVAL/VARIATION/DISCHARGE OF CONDITION | | |
| Application for removal or variation of a condition following grant of planning permission | | £234 |
| Request for confirmation that one or more planning conditions have been complied with | | £34 per request for Householder otherwise £116 per request |
| I. CHANGE OF USE of a building to use as one or more separate dwellinghouses, or other cases | | |
| Number of dwellinghouses | Not more than 50 dwellinghouses | £462 for each |
| Number of dwellinghouses | More than 50 dwellinghouses | £22,859 + £138 for each in excess of 50 up to a maximum of £300,000 |
| Other Changes of Use of a building or land | | £462 |
| J. ADVERTISING | | |
| Relating to the business on the premises | | £165 |
| Advance signs which are not situated on or visible from the site, directing the public to a business | | £165 |
| Other advertisements | | £578 |
| K. APPLICATION FOR NON-MATERIAL AMENDMENT FOLLOWING A GRANT OF PLANNING PERMISSION | | |
| Applications in respect of householder developments | | £43 |
| Applications in respect of other developments | | £293 |
| L. APPLICATION FOR PERMISSION IN PRINCIPLE (valid from 1 June 2018) | | |
| Site area | | £503 for each 0.1 hectare (or part thereof) |
| * The fees above are set by Government | | |

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| M. CONCESSIONS |
| Exemptions from payment |
| For alterations, extensions, etc. to a dwellinghouse for the benefit of a registered disabled person An application solely for the carrying out of the operations for the purpose of providing a means of access for disabled persons to or within a building or premises to which members of the public are |
| Listed Building Consent |
| Planning permission for relevant demolition in a Conservation Area Works to Trees covered by a Tree Preservation Order or in a Conservation Area Hedgerow Removal |
| If the application is the first revision of an application for development of the same character or description on the same site by the same applicant: |
| * For a withdrawn application: Within 12 months of the date when the application was received |
| * For a determined application: Within 12 months of the date the application was granted, refused or an appeal dismissed |
| * For an application where an appeal was made on the grounds of non-determination: Within 12 months of the period when the giving of notice of a decision on the earlier valid application expired |
| *In all cases where the 12 month period started no later than 5 December 2023 |
| If the application is for a lawful development certificate, for existing use, where an application for planning permission for the same development would be exempt from the need to pay a planning fee under any other planning fee regulation |
| If the application is for consent to display an advertisement following either a withdrawal of an earlier application (before notice of decision was issued) or where the application is made following refusal of consent for display of an advertisement, and where the application is made by or on behalf of the same person |
| If the application is for consent to display an advertisement which results from a direction under Regulation 7 of the 2007 Regulations, dis-applying deemed consent under Regulation 6 to the advertisement in question |
| If the application is for alternative proposals for the same site by the same applicant, in order to benefit from the permitted development right in Schedule 2 Part 3 Class V of the Town and Country Planning (General Permitted Development) Order 2015 (as amended) |
| If the application relates to a condition or conditions on an application for Listed Building Consent or planning permission for relevant demolition in a Conservation Area If the application is for a Certificate of Lawfulness of Proposed Works to a listed building |
| Prior Approval for a Proposed Larger Home Extension |
| Reductions to payments |
| If the application is being made on behalf of a non-profit making sports club for works for playing fields not involving buildings then the fee is £578 |
| If the application is being made on behalf of a parish or community council then the fee is 50% |
| If the application is an alternative proposal being submitted on the same site by the same applicant on the same day, where this application is of lesser cost then the fee is 50% |
| In respect of reserved matters you must pay a sum equal to or greater than what would be payable at current rates for approval of all the reserved matters. If this amount has already been paid then the fee is £578 |
| If the application is for a Lawful Development Certificate for a Proposed use or development, then the fee is 50% |
| If two or more applications are submitted for different proposals on the same day and relating to the same site then you must pay the fee for the highest fee plus half sum of the others |
| Where an application crosses one or more local or district planning authorities, the Planning Portal fee calculator will only calculate a cross boundary application fee as 150% of the fee that would have been payable if there had only been one application to a single authority covering the entire site. |
| If the fee for this divided site is smaller when the sum of the fees payable for each part of the site are calculated separately, you will need to contact the lead local authority to discuss the fee for this divided site. |
| The fee should go to the authority that contains the larger part of the application site. |
| This is only a summary of scales of fees, listing only the most common types of application. |
| <i>* The fees above are set by Government</i> |

| | Detail | Effective Date | 2023/24 £ | 2024/25 £ | VAT |
|---|---|----------------|-----------|-----------|----------|
| | PLANNING CHARGES | | | | |
| 1 | <u>Charges in connection with land/property transactions</u> Detailed queries on consents involving search for relevant information* | 01/04/2024 | 40.70 | 43.20 | Included |
| | Check involving site inspection** | 01/04/2024 | 33.00 | 35.10 | Included |
| 2 | Self Build Register - Joining fee | 01/04/2023 | 50.00 | 50.00 | Included |
| | <p>*stated charge plus relevant copying charges **stated charge plus mileage plus officer hourly rates</p> | | | | |

| | Detail | Effective Date | 2023/24 £ | 2024/25 £ | VAT |
|--------------------------------------|--|--------------------------|-----------------|-----------------|--------|
| STREET NAMING & NUMBERING | | | | | |
| 1 | Individual house re-name or re-number | 01/04/2024 | 45.00 | 50.00 | Exempt |
| 2 | Development re-number due to change of layout involving plot numbering or plot positions | 01/04/2024 | 45.00 | 50.00 | Exempt |
| 3 | Additional of a house name, where property has an official number | 01/04/2024 | 45.00 | 50.00 | Exempt |
| 4 | Removal of a house name from address, where property has an official number | 01/04/2024 | 45.00 | 50.00 | Exempt |
| 5 | Renaming/renumbering of street at residents request plus per property | 01/04/2024 01/04/2024 | 270.00 45.00 | 275.00 50.00 | Exempt |
| 6 | Confirmation of historic change of address to solicitors, occupiers or owner | 01/04/2024 | 45.00 | 50.00 | Exempt |
| 7 | Numbering of Properties - new developments Per Plot | 01/04/2024 | 45.00 | 50.00 | Exempt |
| 8 | Naming of new streets Per Street | 01/04/2024 | 105.00 | 110.00 | Exempt |

| | Detail | Effective Date | 2023/24 £ | 2024/25 £ | VAT |
|---|---|----------------|-----------|-----------|----------|
| 1 | Officer Hourly Rates | | | | |
| | Assistant Director | 01/04/2024 | 125.00 | 135.00 | Included |
| | Development Management and Enforcement Manager | 01/04/2024 | N/A | 117.00 | Included |
| | Planning Policy Manager | 01/04/2024 | N/A | 117.00 | Included |
| | Principal Planning Officer | 01/04/2024 | 100.00 | 105.00 | Included |
| | Senior Planning Officer | 01/04/2024 | 90.00 | 96.00 | Included |
| | Planning/Asst Planning Officer | 01/04/2024 | 80.00 | 87.00 | Included |
| | Urban Design | 01/04/2024 | 90.00 | 96.00 | Included |
| | Conservation Officer | 01/04/2024 | 90.00 | 96.00 | Included |
| | Other specialist advice from other areas of the Council | 01/04/2024 | 90.00 | 96.00 | Included |
| | Project Management/Administration | 01/04/2024 | 75.00 | 81.00 | Included |
| 2 | Other Fees and Charges | | | | |
| | High Hedges complaint | 01/04/2024 | 360.00 | 381.00 | included |
| | Applications to divert or stop up a public right of way | | | | |
| | Administration costs | 01/04/2024 | 250.00 | 510.00 | included |
| | Minimum initial charge to cover costs of statutory adverts (subject to change depending on actual advert costs involved) | 01/04/2023 | 645.00 | 645.00 | included |
| | <i>The council will also require an undertaking to cover any legal costs associated with the process</i> | | | | |

| | Detail | Effective Date | 2023/24 £ | 2024/25 £ | VAT |
|--|--|----------------|------------|------------|--------|
| <u>BOURNE LEISURE CENTRE</u> | | | | | |
| 1 | <u>Swimming Pool</u> | | | | |
| | Swimming - full rate | 01/04/2024 | 6.50 | 7.15 | Exempt |
| | Swimming - concession | 01/04/2024 | 5.00 | 5.50 | Exempt |
| | Under 5's | 01/04/2024 | 1.00 | 1.10 | Exempt |
| | Parent and toddler session | 01/04/2024 | 6.80 | 7.50 | Exempt |
| | Exclusive pool hire (per hour) | 01/04/2024 | 185.00 | 203.50 | Exempt |
| | LCC Schools (per individual) | 01/04/2024 | 1.60 | 1.75 | Exempt |
| 2 | <u>Main Hall (per hour)</u> | | | | |
| | Sporting - full rate | 01/04/2024 | 75.00 | 82.50 | Exempt |
| | Commercial | 01/04/2012 | Negotiable | Negotiable | Exempt |
| | Badminton - full rate | 01/04/2024 | 14.00 | 15.40 | Exempt |
| | Table tennis - full rate per hour | 01/04/2024 | 9.00 | 9.90 | Exempt |
| 3 | <u>Fitness Room (per hour)</u> | | | | |
| | Individual use - full rate | 01/04/2024 | 9.00 | 9.90 | Exempt |
| 4 | <u>Miscellaneous (per hour)</u> | | | | |
| | Activity room/meeting room - full rate | 01/04/2024 | 40.00 | 44.00 | Exempt |
| | Spectator (per individual) | 01/04/2024 | 1.55 | 1.70 | Exempt |
| 5 | <u>Membership</u> | | | | |
| | Adult member | 01/04/2024 | 24.99 | 34.99 | Exempt |
| | Junior (U16) | 01/04/2024 | 19.99 | 29.99 | Exempt |
| | Concessionary | 01/04/2024 | 19.99 | 29.99 | Exempt |
| THE LIST OF CHARGES IS NOT DEFINITIVE AND ARE NON-MEMBER RATES LOWER CHARGES ARE AVAILABLE FOR LEISURE CENTRE MEMBERS MEMBERSHIP RATES MAY VARY ACCORDING TO LOCAL PROMOTIONS | | | | | |

| | Detail | Effective Date | 2023/24 £ | 2024/25 £ | VAT |
|---|-----------------------------------|----------------|-----------|-----------|--------|
| <u>THE GRANTHAM MERES LEISURE CENTRE</u> | | | | | |
| 1 | <u>Swimming pool</u> | | | | |
| | Swimming - full rate | 01/04/2024 | 6.50 | 7.15 | Exempt |
| | Swimming - concession | 01/04/2024 | 5.00 | 5.50 | Exempt |
| | Under 5's | 01/04/2024 | 1.00 | 1.10 | Exempt |
| | Parent and toddler session | 01/04/2024 | 6.80 | 7.50 | Exempt |
| | Exclusive pool hire (per hour) | 01/04/2024 | 185.00 | 203.50 | Exempt |
| | LCC Schools (per individual) | 01/04/2024 | 1.60 | 1.75 | Exempt |
| 2 | <u>Main Hall (per hour)</u> | | | | |
| | Sporting - full rate | 01/04/2024 | 95.00 | 104.50 | Exempt |
| | Commercial | 01/04/2024 | 130.00 | 143.00 | Exempt |
| | Badminton - full rate | 01/04/2024 | 14.00 | 15.40 | Exempt |
| | Table tennis centre hall | 01/04/2024 | 75.00 | 82.50 | Exempt |
| | Table tennis - full rate per hour | 01/04/2024 | 9.00 | 9.90 | Exempt |
| 3 | <u>Second Hall (per hour)</u> | | | | |
| | Sporting - full rate | 01/04/2024 | 45.00 | 49.50 | Exempt |
| | Commercial | 01/04/2024 | 45.00 | 49.50 | Exempt |
| 4 | <u>Fitness Room (per hour)</u> | | | | |
| | Individual use - full rate | 01/04/2024 | 10.00 | 11.00 | Exempt |
| 5 | <u>Miscellaneous (per hour)</u> | | | | |
| | Meeting room - full rate | 01/04/2024 | 21.00 | 23.10 | Exempt |
| | Activity Room - full rate | 01/04/2024 | 21.00 | 23.10 | Exempt |
| | Spectator (per individual) | 01/04/2024 | 1.55 | 1.70 | Exempt |

| | Detail | Effective Date | 2023/24 £ | 2024/25 £ | VAT |
|--|---|----------------|-----------|-----------|--------|
| | <u>THE GRANTHAM MERES LEISURE CENTRE</u> | | | | |
| 6 | <u>Synthetic Pitch Pay and Play (per hour)</u> | | | | |
| | Full pitch (11v11) | 01/04/2024 | 95.00 | 104.50 | Exempt |
| | Quarter pitch (5v5) | 01/04/2024 | 32.00 | 35.20 | Exempt |
| | Half pitch (9v9) | 01/04/2024 | 57.50 | 63.25 | Exempt |
| 7 | <u>Outdoor Facilities - (per hour)</u> | | | | |
| | Tennis court - full rate | 01/04/2024 | 11.20 | 12.30 | Exempt |
| | Netball - full rate | 01/04/2024 | 24.00 | 26.40 | Exempt |
| 8 | <u>Membership</u> | | | | |
| | Adult member | 01/04/2024 | 27.99 | 37.99 | Exempt |
| | Junior (U16) | 01/04/2024 | 19.99 | 29.99 | Exempt |
| | Concessionary | 01/04/2024 | 25.99 | 29.99 | Exempt |
| THE LIST OF CHARGES IS NOT DEFINITIVE AND ARE NON-MEMBER RATES LOWER CHARGES ARE AVAILABLE FOR LEISURE CENTRE MEMBERS MEMBERSHIP RATES MAY VARY ACCORDING TO LOCAL PROMOTIONS | | | | | |

| | Detail | Effective Date | 2023/24 £ | 2024/25 £ | VAT |
|---|--|----------------|------------|------------|--------|
| <u>SOUTH KESTEVEN SPORTS STADIUM</u> | | | | | |
| 1 | <u>Track Hire</u> | | | | |
| | Adult | 01/04/2024 | 60.00 | 66.00 | Exempt |
| | Concession | 01/04/2024 | 38.00 | 41.80 | Exempt |
| | Floodlights | 01/04/2024 | 55.00 | 60.50 | Exempt |
| | Commercial | 01/04/2012 | Negotiable | Negotiable | Exempt |
| | Non-sporting / Non-commercial | 01/04/2024 | 65.00 | 71.50 | Exempt |
| 2 | <u>Individual use (per hour)</u> | | | | |
| | Adult | 01/04/2024 | 5.00 | 5.50 | Exempt |
| | Concession | 01/04/2024 | 3.50 | 3.85 | Exempt |
| | Spectator (per individual) | 01/04/2024 | 1.50 | 1.65 | Exempt |
| | Hire of equipment (per booking) | 01/04/2024 | 29.00 | 31.90 | Exempt |
| | Setting up time | 01/04/2024 | 29.00 | 31.90 | Exempt |
| 3 | <u>Main football pitch hire</u> | | | | |
| | Pitch hire (up to 2 hours) | | | | |
| | Adult | 01/04/2024 | 165.00 | 181.50 | Exempt |
| | Concession | 01/04/2024 | 110.00 | 121.00 | Exempt |
| | Floodlights (per match) | 01/04/2024 | 55.00 | 60.50 | Exempt |
| | Commercial (per hour) | 01/04/2012 | Negotiable | Negotiable | Exempt |
| 4 | <u>Individual room hire (per hour)</u> | | | | |
| | P.A./Meeting room | 01/04/2024 | 18.00 | 19.80 | Exempt |
| THE LIST OF CHARGES IS NOT DEFINITIVE AND ARE NON-MEMBER RATES | | | | | |
| LOWER CHARGES ARE AVAILABLE FOR LEISURE CENTRE MEMBERS | | | | | |
| MEMBERSHIP RATES MAY VARY ACCORDING TO LOCAL PROMOTIONS | | | | | |

| | Detail | Effective Date | 2023/24 £ | 2024/25 £ | VAT |
|---|--|----------------|-----------|-----------|--------|
| <u>STAMFORD LEISURE CENTRE</u> | | | | | |
| 1 | <u>Swimming pool</u> | | | | |
| | Swimming - full rate | 01/04/2024 | 6.50 | 7.15 | Exempt |
| | Swimming - concession | 01/04/2024 | 5.00 | 5.50 | Exempt |
| | Under 5's | 01/04/2024 | 1.00 | 1.10 | Exempt |
| | Parent and toddler session | 01/04/2024 | 6.80 | 7.50 | Exempt |
| | Parties - exclusive pool hire (per hour) | 01/04/2024 | 185.00 | 203.50 | Exempt |
| | LCC schools (per individual) | 01/04/2024 | 1.60 | 1.75 | Exempt |
| | Spectator (per individual) | 01/04/2024 | 1.55 | 1.70 | Exempt |
| 2 | <u>Membership</u> | | | | |
| | Adult member | 01/04/2024 | 21.99 | 34.99 | Exempt |
| | Junior (U16) | 01/04/2024 | 19.99 | 29.99 | Exempt |
| | Concessionary | 01/04/2024 | 19.99 | 29.99 | Exempt |
| THE LIST OF CHARGES IS NOT DEFINITIVE AND ARE NON-MEMBER RATES | | | | | |
| LOWER CHARGES ARE AVAILABLE FOR LEISURE CENTRE MEMBERS | | | | | |
| MEMBERSHIP RATES MAY VARY ACCORDING TO LOCAL PROMOTIONS | | | | | |

| | Detail | Effective Date | 2023/24 £ | 2024/25 £ | VAT |
|---|--|----------------|-----------|-----------|----------|
| | OUTDOOR RECREATION | | | | |
| 1 | <u>Pitches - Football/Rugby</u> Senior pitch letting (2 hrs), marking out and changing accommodation included | | | | |
| | Full rate | 01/04/2024 | 59.00 | 63.00 | Included |
| | Concessions | 01/04/2024 | 35.00 | 38.00 | Included |
| 2 | <u>Junior pitch (ages 11-16) letting (2 hrs) and marking out</u> | | | | |
| | Full rate | 01/04/2024 | 26.00 | 28.00 | Included |
| 3 | <u>Mini pitch letting (ages 8-11) (1 hr) and marking out</u> | | | | |
| | Full rate | 01/04/2024 | 16.00 | 18.00 | Included |
| 4 | <u>Cricket</u> Per Match | 01/04/2024 | 56.00 | 60.00 | Included |
| 5 | <u>Wyndham Park Visitor Centre</u> Room hire per hour* *Guide price - please call the Visitor Centre for a specific hire quotation * Additional staffing cost on top per hour for out of normal hours | 01/04/2024 | 21.00 | 23.00 | Included |

| | Detail | Effective Date | 2023/24 £ | 2024/25 £ | VAT |
|---|---|-----------------------------------|--------------------------|--------------------|------------------------|
| | GRANTHAM CEMETERY MUSLIM INTERMENTS | | | | |
| 1 | Monday - Friday 1 April - 30 September 08:00 - 17:00 | Interments Infants Under 2 yrs | 01/04/2024 01/04/2024 | 1,054.00 521.00 | 1,125.00 556.00 Exempt |
| 2 | Monday - Friday 1 October until 31 March 08:30 - 15:30 | Interments Infants Under 2 yrs | 01/04/2024 01/04/2024 | 1,054.00 521.00 | 1,125.00 556.00 Exempt |
| | * Muslims burials are not available at weekends or on bank holidays | | | | |

| | Detail | Effective Date | 2023/24 £ | 2024/25 £ | VAT |
|---|---|--|---|---|--|
| 1 | GRANTHAM CEMETERY TRADITIONAL BURIAL GROUND <u>Exclusive Right of Burial</u> (Not exceeding 50 years) Standard grave space - Parishioners | 01/04/2024 | 668.00 | 713.00 | Exempt |
| 2 | <u>Interment</u> Person aged 16 years or over - single depth Person aged 16 years or over - double depth Child below 16 years Each additional coffin space | 01/04/2024 01/04/2024 01/04/2024 01/04/2024 | 691.00 770.00 295.00 238.00 | 738.00 822.00 315.00 254.00 | 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 | 01/04/2024 01/04/2024 01/04/2024 01/04/2024 01/04/2024 | 170.00 170.00 113.00 68.00 181.00 | 182.00 182.00 121.00 73.00 194.00 | Exempt Exempt Exempt Exempt Exempt |
| 4 | <u>Mausoleum</u> * | 01/04/2024 | 861.00 | 919.00 | Exempt |
| 5 | <u>Re-Open Graves</u> Interment Fee - single depth Interment Fee - double depth Interment ashed into grave | 01/04/2024 01/04/2024 01/04/2024 | 589.00 770.00 204.00 | 629.00 822.00 218.00 | Exempt Exempt Exempt |
| 6 | <u>Woodland Burial Ground</u> All inclusive charge covering standard grave space, single depth interment, tree and plaque - Parishioners | 01/04/2024 | 1,650.00 | 1,761.00 | Exempt |
| 7 | <u>Transfer of Grave Ownership</u> Administration charge | 01/04/2024 | N/A | 153.00 | Exempt |
| | Please note there is a 50% additional charge for Non Parishioners (i.e. outside of Grantham boundary) on items 1- Exclusive Right of Burial, 4- Re-open Graves and 6- Woodland Burial Ground | | | | |
| | * Muslims burials are not available at weekends or bank holidays | | | | |

| | Detail | Effective Date | 2023/24 £ | 2024/25 £ | VAT |
|---|---|----------------|------------------------|------------------------|----------|
| 1 | <u>Green Waste</u> | | | | |
| | Delivery of Green bin (or bins to same address) | 01/04/2024 | 10.00 | 12.00 | O/Scope |
| | Provision of green bin (all new or additional bins) | 01/04/2024 | 26.00 | 28.00 | O/Scope |
| | Annual collection charge (first bin) | 01/04/2024 | 49.00 | 51.00 | O/Scope |
| | Annual collection charge (each subsequent bin) | 01/04/2024 | 27.00 | 42.00 | O/Scope |
| | 10% discount on Compost Bin | | | | |
| 2 | <u>Other street care charges</u> | | | | |
| | Delivery of bin (or bins to the same address) | 01/04/2024 | 10.00 | 12.00 | O/Scope |
| | Additional clear recycling sacks (pack of 15) | 01/04/2024 | 1.75 | 1.95 | O/Scope |
| | Replacement of damaged 240 ltr wheelie bins* | 01/04/2024 | 26.00 | 28.00 | O/Scope |
| | Replacement of damaged 140 ltr wheelie bins* | 01/04/2016 | 15.00 | N/A | O/Scope |
| | Replacement of damaged 180 ltr wheelie bins* | 01/04/2016 | 17.00 | N/A | O/Scope |
| | Replacement of damaged wheels and axles* | 01/04/2010 | 20.00 | N/A | O/Scope |
| | Replacement of bin lid pegs* | 01/04/2010 | 5.00 | N/A | O/Scope |
| 3 | <u>Additional bins for Landlords (subject to qualifying criteria)</u> | | | | |
| | Delivery of bin (or bins to the same address) | 01/04/2024 | 10.00 | 12.00 | O/Scope |
| | 240 ltr bin | 01/04/2024 | 26.00 | 28.00 | O/Scope |
| | 360 ltr bin | 01/04/2024 | 49.00 | 53.00 | O/Scope |
| | 660 ltr bin | 01/04/2016 | price on application | O/Scope | |
| | 1100 ltr bin | 01/04/2016 | price on application | O/Scope | |
| 4 | <u>Replacement (additional capacity) bins for Families (subject to qualifying criteria)</u> | | | | |
| | Delivery of bin (or bins to the same address) | 01/04/2024 | 10.00 | 12.00 | O/Scope |
| | 360 ltr bin | 01/04/2024 | 49.00 | 53.00 | O/Scope |
| 5 | <u>Developers charge for new developments</u> | | | | |
| | Delivery of bin (or bins to the same address) | 01/04/2024 | 10.00 | 12.00 | O/Scope |
| | Set of bins (1 black 240 ltr & 1 silver 240 ltr) | 01/04/2024 | 52.00 | 54.00 | O/Scope |
| 6 | <u>Domestic refuse collection</u> | | | | |
| | Bulk household items - first item | 01/04/2024 | 18.00 | 21.00 | O/Scope |
| | - each additional item | 01/04/2024 | 9.00 | 11.00 | O/Scope |
| | Piano collection | 01/04/2024 | 50.00 | 60.00 | O/Scope |
| | Ad Hoc Bulky collections (non standard items) - to be assessed by Supervisor, charged appropriately | | | | |
| 7 | <u>Private street cleansing</u> | 01/04/2010 | Based on cost recovery | Based on cost recovery | Included |
| 8 | <u>Private grounds maintenance</u> | 01/04/2024 | N/A | Based on cost recovery | Included |
| 9 | Commercial waste collections (including bulky items) - please contact us by email; waste@southkesteven.gov.uk for a quotation | 01/04/2016 | | | |
| | *Where bins have been damaged by the resident | | | | |

| | Detail | Effective Date | 2023/24 £ | 2024/25 £ | VAT |
|---|--|----------------|-----------|-----------|---------|
| | MOT Testing | | | | |
| 1 | <u>Classes 1 and 2</u> | | | | |
| | Motorcycles | 01/04/2010 | 29.65 | 29.65 | O/Scope |
| | Motorcycles with sidecar | 01/04/2010 | 37.80 | 37.80 | O/Scope |
| 2 | <u>Class 4</u> | | | | |
| | Cars (up to 8 passenger seats) and motor caravans | 01/04/2010 | 54.85 | 54.85 | O/Scope |
| | Quads (max unladen weight 400kg - for goods vehicles 550kg and max net power 15kw) | 01/04/2010 | 54.85 | 54.85 | O/Scope |
| | Dual purpose vehicles | 01/04/2010 | 54.85 | 54.85 | O/Scope |
| | Private hire vehicles and PSVs (up to 8 seats) | 01/04/2010 | 54.85 | 54.85 | O/Scope |
| | Goods vehicles (up to 3,000 kg DGW) | 01/04/2010 | 54.85 | 54.85 | O/Scope |
| | Ambulances and Taxis (Taxis and private hire vehicles may be subject to additional local requirements) | 01/04/2010 | 54.85 | 54.85 | O/Scope |
| | Private passenger vehicles and ambulances (9-12 Passenger Seats) | 01/04/2010 | 57.30 | 57.30 | O/Scope |
| 3 | <u>Class 7</u> | | | | |
| | Goods vehicles (over 3,000kg up to 3,500kg DGW) | 01/04/2010 | 58.60 | 58.60 | O/Scope |
| | NB | | | | |
| | These are the maximum fees chargeable in accordance with Vehicle and Operator Standards Agency | | | | |

| | Detail | Effective Date | 2023/24 £ | 2024/25 £ | VAT |
|--|--|----------------|-----------|-----------|----------|
| HOUSING REVENUE ACCOUNT DISCRETIONARY CHARGES | | | | | |
| 1 | <u>Community Rooms</u> | | | | |
| | Residents weekly charge | 01/04/2024 | 7.80 | 8.40 | O/Scope |
| | Voluntary agencies & organisations usage | | | | |
| | - up to 3 hours | 01/04/2024 | 25.90 | 27.70 | Exempt |
| | - more than 3 hours/all day | 01/04/2024 | 39.10 | 41.80 | Exempt |
| | Charitable organisations usage | | | | |
| | - up to 3 hours | 01/04/2024 | 6.60 | 7.10 | Exempt |
| | - more than 3 hours/all day | 01/04/2024 | 12.60 | 13.50 | Exempt |
| 2 | <u>Communal Facilities</u> | | | | |
| | Residents weekly charge | 01/04/2024 | 9.00 | 9.70 | O/Scope |
| 3 | <u>Guest Rooms</u> | | | | |
| | Double Room - per night * | 01/04/2024 | 25.90 | 27.70 | Included |
| | Single Room - per night * | 01/04/2024 | 19.20 | 20.50 | Included |
| | Folding bed - per night * | 01/04/2024 | 6.50 | 7.00 | Included |
| | * 50% discount for persons over 60. | | | | |

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2024/25 - 2026/27 General Fund Capital Programme and Financing Statement

| | Description | Proposed Funding Source | 2024/25 Proposed Budget £000 | 2025/26 Indicative Budget £000 | 2026/27 Indicative Budget £000 |
|----|---|---|---------------------------------------|---|---|
| | Corporate, Governance and Public Protection | | | | |
| 1 | Disabled Facilities Grant | Grant | 975 | 975 | 975 |
| | | | 975 | 975 | 975 |
| | Finance, Property and Waste Services | | | | |
| 2 | Street Scene Vehicle Procurement | Capital Receipts Reserve | 405 | 419 | 391 |
| 3 | Wheelie Bin Replacements | Capital Receipts Reserve | 135 | 145 | 155 |
| 4 | Vehicle Replacement Programme | Capital Receipts Reserve/Local Priorities Reserve | 921 | 900 | 915 |
| 5 | Cattle Market, Stamford | Local Priorities Reserve | 500 | 0 | 0 |
| 6 | Bourne Leisure Centre Roof | Local Priorities Reserve | 200 | 0 | 0 |
| 7 | Planned Refurbishment | Capital Receipts Reserve | 750 | 500 | 500 |
| 8 | Mechanical and Electrical Replacement | Capital Receipts Reserve | 250 | 0 | 0 |
| 9 | Replacement Depot* | Local Priorities Reserve | 800 | 0 | 0 |
| | | | 3,961 | 1,964 | 1,961 |
| | Growth & Culture | | | | |
| 9 | Play Parks | Local Priorities Reserve | 100 | 100 | 100 |
| 10 | UK Shared Prosperity Fund | Grant | 498 | 0 | 0 |
| | | | 598 | 100 | 100 |
| 11 | Total General Fund Capital Programme | | 5,534 | 3,039 | 3,036 |
| | General Fund Financed By: | | | | |
| 12 | Borrowing | | 0 | 869 | 1,306 |
| 13 | Capital Grants and Contributions | | 1,473 | 975 | 975 |
| 14 | Reserves | | 2,061 | 120 | 755 |
| 15 | Useable Capital Receipts | | 2,000 | 1,075 | 0 |
| 16 | Total General Fund Capital Programme Financing | | 5,534 | 3,039 | 3,036 |

Appendix C

2024/25 - 2026/27 HRA Capital Programme and Financing Statement

| | Description | Funding Source | 2024/25 Proposed Budget £000 | 2025/26 Indicative Budget £000 | 2026/27 Indicative Budget £000 |
|----|---|---|---------------------------------------|---|---|
| 1 | Energy Efficiency Initiatives Central Heating, Ventilation and boiler replacements Decarbonisation Works | Major Repairs Reserve Grant/Major Repairs Reserve | 1,170 3,934 5,104 | 3,073 0 3,073 | 3,227 0 3,227 |
| 2 | ICT Housing System Enhancements | HRA Priorities Reserve | 180 180 | 0 0 | 0 0 |
| 3 | Purchase of Vehicles Repairs Vehicles | Major Repairs Reserve | 280 280 | 674 674 | 114 114 |
| 4 | New Build Programme Housing Development Investment | Borrowing/HRA Priorities Reserve/Capital Receipts Reserve | 8,099 8,099 | 9,042 9,042 | 3,081 3,081 |
| 5 | Refurbishment and Improvement Compliance Works Re-wiring | Major Repairs Reserve | 500 | 480 | 504 |
| 6 | Lifts | Major Repairs Reserve | 300 | 240 | 252 |
| 7 | Alarms | Major Repairs Reserve | 375 | 300 | 315 |
| 8 | Fire Protection | Major Repairs Reserve | 1,360 | 1,088 | 1,143 |
| 9 | Compliance works | Major Repairs Reserve | 50 | 80 | 84 |
| 10 | Tunstall Upgrades | Major Repairs Reserve | 49 | 248 | 272 |
| 11 | Other Works Disabled Adaptations | Major Repairs Reserve | 2,634 | 2,436 | 2,570 |
| 12 | Scheduled Works Re-roofing | Major Repairs Reserve | 150 | 360 | 378 |
| 13 | Exterior Refurbishment | Major Repairs Reserve | 0 | 160 | 168 |
| 14 | Kitchen Refurbishment | Major Repairs Reserve | 1,100 | 968 | 1,017 |
| 15 | Bathroom Refurbishment | Major Repairs Reserve | 743 | 792 | 832 |
| 16 | Doors & Windows | Major Repairs Reserve | 1,200 | 1,441 | 1,513 |
| 17 | Communal Rooms | Major Repairs Reserve | 75 | 72 | 76 |
| 18 | Door Entry systems | Major Repairs Reserve | 50 | 80 | 84 |
| 19 | External Wall Finishes | Major Repairs Reserve | 0 | 552 | 580 |
| 20 | Structural Refurbishment | Major Repairs Reserve | 200 | 240 | 252 |
| 21 | Total HRA Capital Programme | | 4,868 | 5,506 | 5,782 |
| | | | 21,315 | 21,091 | 15,152 |
| 22 | HRA FINANCED BY: HRA Capital Receipts Reserve | | 8,099 | 9,042 | 3,081 |
| 23 | Grants and Contributions | | 2,000 | 0 | 0 |
| 24 | HRA Priorities Reserve | | 180 | 0 | 0 |
| 25 | Major Repairs Reserve | | 11,036 | 12,049 | 12,071 |
| 26 | Total HRA Capital Programme Financing | | 21,315 | 21,091 | 15,152 |

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Appendix D

2024/25 - 2026/27 General Fund Reserves Statement

| | | Balance at 31 March 2023 | Forecast Movement | Forecast Balance at 31 March 2024 | Forecast Movement | Forecast Balance at 31 March 2025 | Forecast Movement | Forecast Balance at 31 March 2026 | Forecast Movement | Forecast Balance at 31 March 2027 |
|----|--|-----------------------------------|----------------------|---|----------------------|--|----------------------|---|----------------------|---|
| | Discretionary Reserves | | | | | | | | | |
| 1 | Climate Change | 331 | (215) | 116 | (100) | 16 | 0 | 16 | 0 | 16 |
| 2 | Training and Development | 15 | 0 | 15 | 0 | 15 | 0 | 15 | 0 | 15 |
| 3 | Street Scene | 331 | (45) | 286 | 0 | 286 | 0 | 286 | 0 | 286 |
| 4 | ICT investment | 499 | (414) | 85 | (29) | 56 | (19) | 37 | 0 | 37 |
| 5 | Local Priorities Reserve | 5,507 | 67 | 5,574 | (1,547) | 4,027 | (120) | 3,907 | (755) | 3,152 |
| 6 | Invest to Save | 816 | (513) | 303 | 0 | 303 | 0 | 303 | 0 | 303 |
| 7 | Housing Delivery | 2,105 | (1,947) | 158 | 0 | 158 | 0 | 158 | 0 | 158 |
| 8 | Property Maintenance | 1,285 | (253) | 1,032 | 0 | 1,032 | 0 | 1,032 | 0 | 1,032 |
| 9 | Regeneration | 1,199 | (712) | 487 | (348) | 139 | 0 | 139 | 0 | 139 |
| | | 12,088 | (4,032) | 8,056 | (2,024) | 6,032 | (139) | 5,893 | (755) | 5,138 |
| | Governance Reserves | | | | | | | | | |
| 10 | Insurance Reserve | 211 | 0 | 211 | 0 | 211 | 0 | 211 | 0 | 211 |
| 11 | Pensions Reserve - Former Employees | 277 | (33) | 244 | (31) | 213 | (31) | 182 | (31) | 151 |
| 12 | Budget Stabilisation | 3,154 | (244) | 2,910 | 0 | 2,910 | 0 | 2,910 | 0 | 2,910 |
| 13 | Business Rates Volatility Reserve | 2,031 | 0 | 2,031 | 0 | 2,031 | 0 | 2,031 | 0 | 2,031 |
| 14 | Pay Award Reserve | 500 | (375) | 125 | 0 | 125 | 0 | 125 | 0 | 125 |
| 15 | Revenue Grants Carried Forwards | 72 | (72) | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 16 | Building Control | 84 | (46) | 38 | (28) | 10 | (29) | (19) | (29) | (48) |
| 17 | Football 3G Pitch | 150 | 25 | 175 | 25 | 200 | 25 | 225 | 25 | 250 |
| 18 | Special Expense Area Reserve | 339 | (93) | 246 | 104 | 350 | 116 | 466 | 0 | 466 |
| | | 6,818 | (838) | 5,980 | 70 | 6,050 | 81 | 6,131 | (35) | 6,096 |
| | 19 Total General Revenue Reserves | 18,906 | (4,870) | 14,036 | (1,954) | 12,082 | (58) | 12,024 | (790) | 11,234 |
| | 20 Government Grants Received | 1,064 | (438) | 626 | 0 | 626 | 0 | 626 | 0 | 626 |
| | 21 Working Balance | 1,986 | (28) | 1,958 | 0 | 1,958 | 0 | 1,958 | 0 | 1,958 |
| | 22 Total Revenue Reserves | 21,956 | (5,336) | 16,620 | (1,954) | 14,666 | (58) | 14,608 | (790) | 13,818 |
| | Capital Reserve | | | | | | | | | |
| 23 | LAMS Reserve | 18 | (18) | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 24 | General Fund Capital Reserve | 34 | 18 | 52 | 0 | 52 | 0 | 52 | 0 | 52 |
| 25 | Useable Capital Receipts Reserve | 3,502 | (1,411) | 2,091 | (1,013) | 1,078 | (1,075) | 3 | 0 | 3 |
| | 26 Total Capital Reserves | 3,554 | (1,411) | 2,143 | (1,013) | 1,130 | (1,075) | 55 | 0 | 55 |
| | 27 Total General Fund Reserves | 25,510 | (6,747) | 18,763 | (2,967) | 15,796 | (1,133) | 14,663 | (790) | 13,873 |

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Appendix D

2024/25 - 2026/27 HRA Reserves Statement

| | | Balance as at 31 March 2023 £000 | Forecast Movement £000 | Forecast Balance as at 31 March 2024 £000 | Forecast Movement £000 | Forecast Balance as at 31 March 2025 £000 | Forecast Movement £000 | Forecast Balance as at 31 March 2026 £000 | Forecast Movement £000 | Forecast Balance as at 31 March 2027 £000 |
|---|--------------------------------------|--|------------------------------|--|------------------------------|--|------------------------------|--|------------------------------|--|
| | Revenue Reserves | | | | | | | | | |
| 1 | HRA Priorities Reserve | 14,784 | (3,487) | 11,297 | (280) | 11,017 | (100) | 10,917 | (100) | 10,817 |
| 2 | Local Authority Housing Fund Reserve | 630 | (630) | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 3 | Working Balance | 1,762 | (718) | 1,044 | 1,097 | 2,141 | 2,010 | 4,151 | 2,084 | 6,235 |
| 4 | Total HRA Revenue Reserves | 17,176 | (4,835) | 12,341 | 817 | 13,158 | 1,910 | 15,068 | 1,984 | 17,052 |
| | HRA Capital Reserve | | | | | | | | | |
| 5 | HRA Capital Receipts Reserve | 12,155 | (43) | 12,112 | (4,299) | 7,813 | (5,142) | 2,671 | 819 | 3,490 |
| 6 | Major Repairs Reserve | 19,553 | 2,125 | 21,678 | (3,629) | 18,049 | (4,154) | 13,895 | (4,133) | 9,762 |
| 7 | Total HRA Capital Reserves | 31,708 | 2,082 | 33,790 | (7,928) | 25,862 | (9,296) | 16,566 | (3,314) | 13,252 |
| 8 | Total HRA Reserves | 48,884 | (2,753) | 46,131 | (7,111) | 39,020 | (7,386) | 31,634 | (1,330) | 30,304 |

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Appendix E – Finance Risk Register

| Risk | Likeli-hood | Impact | Residual Risk Score | Mitigating Action |
|---|-------------|--------|---------------------|---|
| 1. Increase in borrowing interest rates | 3 | 3 | 9 High | Interest rates are continually monitored as they increased to an average of 4 - 5% compared to <1% 12 months earlier. This has a positive impact on the investment income received although should the Council consider external borrowing then there is now an additional resource pressure as borrowing rates have increased significantly in the past few months |
| 2. Capital programmes requiring borrowing in the medium term | 4 | 3 | 12 Very High | Continue to undertake financial modelling to identify consequences of undertaking borrowing and align this with savings that will need to be approved before borrowing is undertaken in order to ensure ongoing affordability and financial sustainability. The capital programme can currently be financed without borrowing although this is kept under review. |
| 3. Fluctuation in business rates | 2 | 2 | 4 Medium | The economic impact of the pandemic is yet to be fully determined which may have an adverse impact on the business rate base. Monthly reviews are in place to assess any adverse impact on the collectible amount. |
| 4. Increase in bad debts as a result of economic circumstances | 3 | 2 | 6 High | The Council has pro-active debt management procedures in place. |
| 5. Increased maintenance costs of fixed assets | 3 | 2 | 6 High | The budget proposals for 2023/24 propose a continuation of budget provision ofr investment in maintenance and repair of the Council's commercial and operational assets. The medium term outlook is a continuation of high levels of maintenance that will require financing |
| 6. Inflation increases beyond budgeted levels | 2 | 3 | 6 High | Budget assumptions kept up to date with most recent projections and monthly sensitivity analysis is produced to monitor the impact of inflationary increases. |
| 7. Fee Income volatility | 2 | 2 | 4 Medium | Early monitoring of deviations and regular reporting to both budget holders and members. |
| 8. Fuel and utility price volatility | 2 | 3 | 6 High | Weekly monitoring of fuel charge and proactive interventions to ensure optimisation of fuel consumption. Utility cost increases will continue to have an adverse impact on the Council finances. |
| 9. Inadequate capital resources to finance future desired plans | 3 | 3 | 9 High | Asset disposal programme approved and pipeline of asset disposal in progress in order to generate capital receipts. |

Risk Matrix

| | | Impact | | | | |
|--|--|--------------------------------|-------------------------------------|--|---|----|
| | | 1 | 2 | 3 | 4 | |
| | | Unlikely | Possible | Likely | Certain | |
| | | Low but not impossible <20% | Fairly likely to occur 21% - 50% | More likely to occur than not 51% - 80% | Expected to occur in most circumstances >80% | |
| Impact | | | | | | |
| Likelihood | | | | | | |
| Critical | | 4 | 4 | 8 | 12 | 16 |
| None or very low tolerance to the risk | | Medium | High | Very High | Very High | |
| Major | | 3 | 3 | 6 | 9 | 12 |
| Some tolerance to the risk | | Medium | High | High | Very High | |
| Moderate | | 2 | 2 | 4 | 6 | 8 |
| Risk can be tolerated in most cases | | Low | Medium | High | High | |
| Minor | | 1 | 1 | 2 | 3 | 4 |
| Risk can be tolerated | | Low | Low | Medium | Medium | |

Appendix E

Risk Analysis of 2024/25 Budget

| Issue | Budget 2024/25 £ | Risk Factor | Risk% (Likelihood) | Risk Value 2023/24 £ |
|--|------------------------|---|-----------------------|-------------------------|
| Salary Budget | 147,680 | If national pay award exceeds budgeted increase (5%) by an additional 1% | 50% | 73,840 |
| Salary vacancy rate | 551,700 | Vacancy rate not achieved due to low turnover of employees across services | 40% | 220,680 |
| Reduction in Council Tax Band D Increase | 44,600 | 0.5% reduction in Council Tax Increase (assumed increase 2.8%) | 10% | 4,460 |
| Increase in Leisure Management Fee | 450,000 | Management fee exceeds budgeted amount due to adverse trading conditions and increase utility costs | 25% | 112,500 |
| Car Parking Income | 1,284,700 | Economic downturn could have a negative impact on car park usage | 10% | 128,470 |
| Green Waste | 1,779,000 | Increase in Green Waste charge and economic downturn could have a detrimental impact on customer demand | 5% | 88,950 |
| Utility Costs | 883,200 | Fluctuations in energy market leading to an increase in costs of utilities in excess of the budgeted increase | 15% | 132,480 |
| Fuel Costs | 991,000 | Fluctuations in oil market leading to an increase in cost of fuel | 15% | 148,650 |
| Interest Rate on Investment | 914,000 | Risk of investment returns being below budget | 10% | 91,400 |
| 7,045,880 Total | | | | 1,001,430 |
| | | Budget Stabilisation Reserve and General Fund Working Balance | | 4,868,000 |
| | | Worst Case - 50% of above occurring in the same year | | 500,715 |
| | | Cover ratio | | 9.72 |

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Equality Impact Assessment

| Question | Response |
|--|--|
| 1. Name of policy/funding activity/event being assessed | General Fund and HRA Budget, Council Tax and Rent Setting 2024/25 |
| 2. Summary of aims and objectives of the policy/funding activity/event | To set the Council Tax and Rent for 2024/25 |
| 3. Who is affected by the policy/funding activity/event? | All residents of South Kesteven District Council |
| 4. Has there been any consultation with, or input from, customers/service users or other stakeholders? If so, with whom, how were they consulted and what did they say? If you haven't consulted yet and are intending to do so, please complete the consultation table below. | <p>Consultation regarding the increase to Council Tax will take place during the period 19 January – 2 February 2024 where residents of South Kesteven will have the opportunity to provide their views regarding the proposed increase to Council Tax. Cabinet will consider feedback from the consultation in their meeting on 6 February 2024.</p> <p>Rent increase policy is set by government.</p> |
| 5. What are the arrangements for monitoring and reviewing the actual impact of the policy/funding activity/event? | <p>It is not possible to assess the impact of the Council Tax increase on individual households within South Kesteven but the local Council Tax support scheme will mitigate the impact of increases to eligible customers. The full impact will not be mitigated for customers who are not eligible for 100% support. The Council Tax support scheme provides up to 80% support for working age claimants and 100% support for pension age claimants.</p> <p>There will be a negative impact on people who have low incomes that do not qualify for Council Tax Support.</p> <p>With regards to rent setting the Council is following Government guidance. The actual rent is calculated on a property by property basis so it is not possible to provide a specific comment as each impact will vary on an individual basis.</p> <p>Increases will be mitigated for those tenants in receipt of Housing Benefit and Universal Credit but there is a potential for a negative impact for tenants on low incomes who are not eligible for benefits. The Council will respond to any adverse impact by promotion of Discretionary Housing Payments and other benefit support.</p> |



| Protected Characteristic | Is there a potential for positive or negative impact? | Please explain and give examples of any evidence/data used | Action to address negative impact e.g. adjustment to the policy <small>(The Action Log below should be completed to provide further detail)</small> |
|--------------------------|---|--|---|
| Age | Yes | <p>Council Tax and rent increases will have a negative impact on all residents in the district but the impact on those groups with a low income that do not qualify for support will be more greatly impacted.</p> <p>There is the potential for individuals below the age of 21 to be more greatly impacted due to the National Minimum Wage rate for this group of people.</p> <p>People who have reached pension age could also be more greatly impacted as there is the potential for household income to be lower for this group of people when compared with working age households.</p> | <p>The local council tax support scheme will help mitigate the impact of increases to council tax for eligible residents.</p> <p>There will also be a negative impact on people who have low incomes that do not qualify under the local council tax support scheme.</p> <p>Rent increases will be mitigated for those tenants in receipt of Housing Benefit and Universal Credit but there is a potential for a negative impact for tenants on low incomes who are not eligible benefits. The Council will respond to any adverse impact by promotion of Discretionary Housing Payments and other benefit support.</p> |
| Disability | Yes | <p>Council Tax and rent increases will have a negative impact on all residents in the district but the impact of individuals with this protected characteristic could be greater if they are in receipt of benefit support.</p> | <p>The local council tax support scheme will help mitigate the impact of increases to council tax for eligible residents.</p> <p>There will also be a negative impact on people who have low incomes that do not qualify under the local council tax support scheme.</p> <p>Rent increases will be mitigated for those tenants in receipt of Housing Benefit and Universal Credit but there is a potential for a negative impact for tenants on low incomes who are not eligible benefits. The Council will respond to any adverse impact by promotion of Discretionary Housing Payments and other benefit support.</p> |
| Gender Reassignment | Yes | <p>Council Tax and rent increases will have a negative impact on all residents in the district</p> | <p>Increases to both Council Tax and rent will negatively affect all residents due to socio-economic impacts. This impact is felt</p> |



| | | | |
|--------------------------------|-----|--|---|
| | | | regardless of protected characteristic. Mitigations in place to support eligible customers will be promoted to help alleviate the impact. |
| Marriage and Civil Partnership | Yes | Council Tax and rent increases will have a negative impact on all residents in the district | Increases to both Council Tax and rent will negatively affect all residents due to socio-economic impacts. This impact is felt regardless of protected characteristic. Mitigations in place to support eligible customers will be promoted to help alleviate the impact. |
| Pregnancy and Maternity | Yes | Council Tax and rent increases will have a negative impact on all residents in the district but the impact on individuals with this protected characteristic could be greater as income is likely to be lower when on maternity leave. | <p>The local council tax support scheme will help mitigate the impact of increases to council tax for eligible residents.</p> <p>There will also be a negative impact on people who have low incomes that do not qualify under the local council tax support scheme.</p> <p>Rent increases will be mitigated for those tenants in receipt of Housing Benefit and Universal Credit but there is a potential for a negative impact for tenants on low incomes who are not eligible for benefits. The Council will respond to any adverse impact by promotion of Discretionary Housing Payments and other benefit support.</p> |
| Race | Yes | Council Tax and rent increases will have a negative impact on all residents in the district | Increases to both Council Tax and rent will negatively affect all residents due to socio-economic impacts. This impact is felt regardless of protected characteristic. Mitigations in place to support eligible customers will be promoted to help alleviate the impact. |
| Religion or Belief | Yes | Council Tax and rent increases will have a negative impact on all residents in the district | Increases to both Council Tax and rent will negatively affect all residents due to socio-economic impacts. This impact is felt regardless of protected characteristic. Mitigations in place to support eligible customers will be promoted to help alleviate the impact. |



| | | | |
|---|-----|--|---|
| Sex | Yes | Council Tax and rent increases will have a negative impact on all residents in the district | Increases to both Council Tax and rent will negatively affect all residents due to socio-economic impacts. This impact is felt regardless of protected characteristic. Mitigations in place to support eligible customers will be promoted to help alleviate the impact. |
| Sexual Orientation | Yes | Council Tax and rent increases will have a negative impact on all residents in the district | Increases to both Council Tax and rent will negatively affect all residents due to socio-economic impacts. This impact is felt regardless of protected characteristic. Mitigations in place to support eligible customers will be promoted to help alleviate the impact. |
| Other Factors requiring consideration | | | |
| Socio-Economic Impacts | Yes | The cost of living crisis is already having an impact on households so increases in both Council Tax and rent will add further financial pressure to households. | <p>The local council tax support scheme will help mitigate the impact of increases to council tax for eligible residents.</p> <p>There will also be a negative impact on people who have low incomes that do not qualify under the local council tax support scheme.</p> <p>Rent increases will be mitigated for those tenants in receipt of Housing Benefit and Universal Credit but there is a potential for a negative impact for tenants on low incomes who are not eligible for benefits. The Council will respond to any adverse impact by promotion of Discretionary Housing Payments and other benefit support.</p> |
| Carers (those who provide unpaid care to a family member, friend or partner) | Yes | Carers could be more greatly impacted by increases in Council Tax and Rent increases than those who do not have a caring responsibility due to the potential impact this responsibility could have on their ability to work. | <p>The local council tax support scheme will help mitigate the impact of increases to council tax for eligible residents which eligible individuals in receipt of carers allowance can apply for.</p> <p>There will also be a negative impact on people who have low incomes that do not qualify under the local council tax support scheme.</p> |



| | | | |
|--|--|--|---|
| | | | Rent increases will be mitigated for those tenants in receipt of Housing Benefit and Universal Credit but there is a potential for a negative impact for tenants on low incomes who are not eligible for benefits. The Council will respond to any adverse impact by promotion of Discretionary Housing Payments and other benefit support. |
|--|--|--|---|

Consultation

Negative impacts identified will require the responsible officer to consult with the affected group/s to determine all practicable and proportionate mitigations. Add more rows as required.

| Group/Organisation | Date | Response |
|------------------------|-------------------|---|
| Residents consultation | 19-1-24 to 2-2-24 | To be determined. Outcome of consultation will be considered by officers and Cabinet prior to any decision being made |
| | | |

Proposed Mitigation: Action Log

To be completed when barriers, negative impact or discrimination are found as part of this process – to show actions taken to remove or mitigate. Any mitigations identified throughout the EIA process should be meaningful and timely. Add more rows as required.

| Negative Impact | Action | Timeline | Outcome | Status |
|-----------------|--------|----------|---------|--------|
| | | | | |
| | | | | |

Evaluation Decision

Once consultation and practicable and proportionate mitigation has been put in place, the responsible officer should evaluate whether any negative impact remains and, if so, provide justification for any decision to proceed.

| Question | Explanation / justification | |
|--|-----------------------------|--|
| Is it possible the proposed policy or activity or change in policy or activity could discriminate or unfairly disadvantage people? | | |
| Final Decision | Tick | Include any explanation/justification required |
| 1. No barriers identified, therefore activity will proceed | | |



| | | |
|---|--|--|
| 2. Stop the policy or practice because the data shows bias towards one or more groups | | |
| 3. Adapt or change the policy in a way that will eliminate the bias | | |
| 4. Barriers and impact identified , however having considered all available options carefully, there appear to be no other proportionate ways to achieve the aim of the policy or practice (e.g. in extreme cases or where positive action is taken). Therefore you are going to proceed with caution with this policy or practice knowing that it may favour some people less than others, providing justification for this decision | | |

Did you consult with an Equality Ally prior to carrying out this assessment? Yes/No

Sign off

| | |
|---|--|
| Name and job title of person completing this EIA | |
| Officer Responsible for implementing the policy/function etc | |
| Date Completed | |
| Line Manager | |
| Date Agreed (by line manager) | |
| Date of Review (if required) | |

Completed EIAs should be included as an appendix to the relevant report going to a Cabinet, Committee or Council meeting and a copy sent to equalities@southkesteven.gov.uk.

Completed EIAs will be published along with the relevant report through Modern.Gov before any decision is made and also on the Council's website.