

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 Cunningham, 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-I 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.

Published and dispatched by democracy@southkesteven.gov.uk on Friday, 5 January 2024.

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Karen Bradford, Chief Executive

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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
KESTEVEN
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 in 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.

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
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- 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 £'000	2024/25 Proposed Budget £'000	2025/26 Indicative Budget £'000	2026/27 Indicative Budget £'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
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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

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
	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
	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
	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
	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)
		(12,852)	(15,526)	(15,062)	(15,612)
	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
		(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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2024/25 - 2026/27 HRA Revenue Summary

	Description	2023/24 Current Budget	2024/25 Proposed Budget	2025/26 Indicative Budget	2026/27 Indicative Budget
	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
	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:		3,280	5,729	8,252
	Current Bids:				
	Housing Ombudsman		(8)	(8)	(8)
	Complaints Officer		(39)	(39)	(39)
	Housing Apprentice		(27)	(27)	(27)
	Housing Assistant		(18)	(18)	(18)
	Tunstall		(100)	(100)	(100)
	R&M New Offices		(55)	(55)	(55)
	Void Refurbishment		(700)		
	Consultants Fees		(15)	(15)	(15)
	IT Software		(77)	(77)	(77)
	New Build - Feasibility		(100)	(100)	(100)
			(1,139)	(439)	(439)
	New Working Balance		2,141	4,151	6,235

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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				
	<u>Theatre Hire</u>				
	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				
	<u>Theatre Hire</u>				
	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				
	<u>Theatre Hire - Main Hall</u>				
	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
	<u>Meeting rooms - per hour</u>				
	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 <10m2	£180	£36	£216	£180	£36	£216	£432	£402	£80	£482
Extension 10-30m2	£180	£36	£216	£240	£48	£288	£504	£486	£97	£583
Extension >30m2	£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 charge	Included
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
	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 site 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 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 O/Scope O/Scope O/Scope 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 activities)	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		
	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 Activities: 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)		Application fee	LOW	MED	HIGH	
	number of permits						
	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
	LICENCES				
1	<u>Hackney Carriage and Private Hire *</u>				
	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	<u>Annual vehicle licence</u>				
	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	<u>Credit for unexpired days due to change of vehicle</u>				
	Private Hire	01/04/2024	0.66	0.75	O/Scope
	Hackney Carriage	01/04/2024	0.72	0.82	O/Scope
	Activites involving Animals - Additional vets fees may apply to these licences				
4	<u>Animal Licences</u>				
	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	<u>Zoo Licences</u>				
	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	<u>Sex Establishments</u>				
	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	<u>Street Trading</u>				
	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	01/04/2024	150.00	500.00	O/Scope
	Reduced for repayment within 14 days	01/04/2024	N/A	250.00	O/Scope
7	Fixed Penalty Notice - Fly Tipping	01/04/2024	400.00	1,000.00	O/Scope
	Reduced for repayment within 14 days	01/04/2024	N/A	500.00	O/Scope
8	Fixed Penalty Notice - Fly Posting*	01/04/2018	100.00	100.00	O/Scope
9	Fixed Penalty Notice - Graffiti	01/04/2024	100.00	500.00	O/Scope
	Reduced for repayment within 14 days	01/04/2024	N/A	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*	01/04/2024	200.00	600.00	O/Scope
	Reduced for repayment within 14 days	01/04/2024	N/A	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)				

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		

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>	

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		

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
	*stated charge plus relevant copying charges				
	**stated charge plus mileage plus officer hourly rates				

	Detail	Effective Date	2023/24 £	2024/25 £	VAT
	PRE-PLANNING CHARGES				
1	<u>Householders</u>				
	Charge for any pre-planning advice undertaken	01/04/2024	85.00	90.00	Included
	"Do I require planning permission?"/Permitted Development Query	01/04/2024	70.00	75.00	Included
2	<u>Non-residential changes of use including siting of caravans for sites</u>				
	Under 1 ha or buildings under 1,000 sqm (gross)	01/04/2024	265.00	282.00	Included
	of 1 ha or above or buildings under 1,000 sqm (gross)	01/04/2024	530.00	564.00	Included
3	<u>Development of dwellings</u>				
	1-9 dwellings including changes of use to residential, for 1st dwelling	01/04/2024	350.00	375.00	Included
	for each additional dwelling	01/04/2024	185.00	201.00	Included
	10-49 dwellings including changes of use to residential, for the 10th dwelling (includes Design PAD)	01/04/2024	1,850.00	1,965.00	Included
	meeting for each additional dwelling	01/04/2024	105.00	111.00	Included
	50 plus dwellings, including changes of use to residential (includes Design one PAD meeting)	01/04/2024	6,550.00	6,960.00	Included
	Residential development where number of dwellings unknown - per 0.1 hectare (includes one Design PAD meeting)	01/04/2024	280.00	300.00	Included
4	<u>Non-residential development</u>				
	Where no floor space is created	01/04/2024	150.00	162.00	Included
	Up to 499 sqm floor area or 0.5 ha site area	01/04/2024	265.00	282.00	Included
	between 500 and 999 sqm floor area, or between 0.51 ha and 1.0 ha	01/04/2024	450.00	480.00	Included
	between 1,000 and 4,999 sqm floor area or between 1.1 ha and 2.0 ha (includes one Design PAD meeting)	01/04/2024	950.00	1,020.00	Included
	between 5,000 sqm or more or 2.1 ha or more* (includes one Design PAD meeting)	01/04/2024	1,850.00	1,965.00	Included
	*minimum fee for specified service and hourly rate thereafter				
5	<u>Others</u>				
	Follow on advice - please contact us for a quotation. Fees will be based on the officer hourly rates.	01/04/2023	Variable	Variable	Included
	History Search	01/04/2024	75.00	81.00	Included
	Variation or modification of a completed planning obligation (as a standalone request) (Additional fees will be required to cover the Council's legal costs should your request be acceptable)	01/04/2024	150.00	162.00	Included
	Confirmation that a planning permission or planning obligation has been complied with (per letter) (desk based)	01/04/2024	N/A	81.00	included
	Confirmation that a planning permission or planning obligation has been complied with (per letter) (site visit required)	01/04/2024	N/A	141.00	included
	Advertising	01/04/2024	130.00	141.00	Included
	Development that would involve relevant demolition works	01/04/2024	90.00	96.00	Included
	Non-householder works or alterations to a listed building	01/04/2024	150.00	162.00	Included
	Hazardous substances	01/04/2024	175.00	186.00	Included
	Changes of use not falling within any of the above categories	01/04/2024	250.00	267.00	Included
	Additional Design PAD Review (meetings and response)	01/04/2024	1,360.00	1,455.00	Included
	Planning Performance Agreement - please contact us for a quotation on planning@southkesteven.gov.uk	01/04/2020	Variable	Variable	Included
	Fees will be based on the officer hourly rates published				

	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 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 KESTIVEN 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	01/04/2024	1,054.00	1,125.00	Exempt
		Infants Under 2 yrs	01/04/2024	521.00	556.00	Exempt
2	Monday - Friday 1 October until 31 March 08:30 - 15:30	Interments	01/04/2024	1,054.00	1,125.00	Exempt
		Infants Under 2 yrs	01/04/2024	521.00	556.00	Exempt
	* Muslims burials are not available at weekends or on bank holidays					

	Detail	Effective Date	2023/24 £	2024/25 £	VAT
	GRANTHAM CEMETERY				
	TRADITIONAL BURIAL GROUND				
1	<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	01/04/2024	691.00	738.00	Exempt
	Person aged 16 years or over - double depth	01/04/2024	770.00	822.00	Exempt
	Child below 16 years	01/04/2024	295.00	315.00	Exempt
	Each additional coffin space	01/04/2024	238.00	254.00	Exempt
3	<u>Licence for the Erection of Memorials</u>				
	Headstone (not exceeding 3 feet in height)	01/04/2024	170.00	182.00	Exempt
	Headstone (each additional 6 inches)	01/04/2024	170.00	182.00	Exempt
	Metal faced tablet	01/04/2024	113.00	121.00	Exempt
	Additional inscription	01/04/2024	68.00	73.00	Exempt
	Kerbed memorial	01/04/2024	181.00	194.00	Exempt
4	<u>Mausoleum *</u>				
	Single vault mausoleum plot	01/04/2024	861.00	919.00	Exempt
5	<u>Re-Open Graves</u>				
	Interment Fee - single depth	01/04/2024	589.00	629.00	Exempt
	Interment Fee - double depth	01/04/2024	770.00	822.00	Exempt
	Interment ashed into grave	01/04/2024	204.00	218.00	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

	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 2,634	248 2,436	272 2,570
11	Other Works Disabled Adaptations	Major Repairs Reserve	150 150	360 360	378 378
12	Scheduled Works Re-roofing	Major Repairs Reserve	1,500	1,201	1,260
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 4,868	240 5,506	252 5,782
21	Total HRA Capital Programme		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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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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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	Likelihood	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 of 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	<div>Critical None or very low tolerance to the risk</div>	4	<div>4 Medium</div>	<div>8 High</div>	<div>12 Very High</div>	<div>16 Very High</div>
		3	<div>3 Medium</div>	<div>6 High</div>	<div>9 High</div>	<div>12 Very High</div>
		2	<div>2 Low</div>	<div>4 Medium</div>	<div>6 High</div>	<div>8 High</div>
		1	<div>1 Low</div>	<div>2 Low</div>	<div>3 Medium</div>	<div>4 Medium</div>
			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%
			Likelihood			

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 cheieved 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 meading 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 occuring 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 <i>(The Action Log below should be completed to provide further detail)</i>
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 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 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 benefits. The Council will respond to any adverse impact by promotion of Discretionary Housing Payments and other benefit support.
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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 <i>(by line manager)</i>	
Date of Review <i>(if required)</i>	

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.