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Thursday, 27 February 2025 at 2.00 pm  
Council Chamber - South Kesteven House, St. Peter's  
Hill, Grantham. NG31 6PZ

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**Members:** Councillor Paul Fellows, Chairman of the Council  
Councillor Ian Selby, Vice-Chairman of the Council

Councillor Matthew Bailey  
Councillor Emma Baker  
Councillor Rhys Baker  
Councillor Ashley Baxter  
Councillor David Bellamy  
Councillor Harrish Bisnauthsing  
Councillor Pam Bosworth  
Councillor Pam Byrd  
Councillor Richard Cleaver  
Councillor Helen Crawford  
Councillor Steven Cunnington  
Councillor James Denniston  
Councillor Phil Dilks  
Councillor Richard Dixon-  
Warren  
Councillor Barry Dobson  
Councillor Patsy Ellis  
Councillor Phil Gadd  
Councillor Ben Green

Councillor Tim Harrison  
Councillor Graham Jeal  
Councillor Gloria Johnson  
Councillor Anna Kelly  
Councillor Jane Kingman  
Councillor Gareth Knight  
Councillor Philip Knowles  
Councillor Zoe Lane  
Councillor Robert Leadenham  
Councillor Bridget Ley  
Councillor Nikki Manterfield  
Councillor Paul Martin  
Councillor Penny Milnes  
Councillor Virginia Moran  
Councillor Charmaine Morgan  
Councillor Chris Noon  
Councillor Habibur Rahman  
Councillor Rhea Rayside

Councillor Nick Robins  
Councillor Penny Robins  
Councillor Susan Sandall  
Councillor Max Sawyer  
Councillor Rob Shorrocks  
Councillor Vanessa Smith  
Councillor Peter Stephens  
Councillor Lee Steptoe  
Councillor Ian Stokes  
Councillor Paul Stokes  
Councillor Elvis Stooke  
Councillor Rosemary Trollope-  
Bellew  
Councillor Sarah Trotter  
Councillor Murray Turner  
Councillor Mark Whittington  
Councillor Jane Wood  
Councillor Paul Wood  
Councillor Sue Woolley

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# Agenda

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

***For those Councillors who wish to attend, prayers will be held at 1:55pm before the commencement of the meeting. Please be seated by 1:50pm.***

**1. Public Open Forum**

The public open forum will commence at **2.00 p.m.** and the following formal business of the Council will commence at **2.30 p.m.** or whenever the public open forum ends, if earlier.

**2. Apologies for absence**

**3. Disclosure of Interests**

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

**4. Minutes of the meeting held on 30 January 2025**

(Pages 7 - 19)

**5. Communications (including Chairman's Announcements)**

(Page 21)

**6. Budget proposals for 2025/26 and indicative budgets for 2026/27 and 2027/28**

(Pages 23 - 170)

To present the Budget proposals and estimates for 2025/26 for the General Fund and the Housing Revenue Account (HRA) covering both revenue and capital expenditure. The Council is required to set a balanced budget and agree the level of Council Tax for 2025/26. This report contains a summary of the proposals that have been considered for inclusion.

**7. Appointment of Local Returning Officer - Combined Authority (Mayoral Elections) Order 2017**

(Pages 171 - 173)

To consider the appointment of the Chief Executive as the Local Returning Officer for the Greater Lincolnshire Combined County Authority Mayoral elections

**8. Political Proportionality and Allocation of Seats to Committees**

(Pages 175 - 180)

All Political Group Leaders are responsible for nominating Members from within their respective Groups to each of the Committees, in accordance with political balance as appropriate.

**9. Amendments to the Council's Constitution**

(Pages 181 - 184)

To provide Full Council with the opportunity to approve proposed changes to the Council's Constitution, recommended by the Governance and Audit Committee on 13 February 2025.

**10. Appointment of Lead Member for Armed Forces**

(Pages 185 - 189)

This report examines the role and responsibilities of the Council's Lead Member for Armed Forces, reaffirms the appointment of the current Lead Member and outlines the timing of re-appointment to the role.

**11. UK Shared Prosperity Fund Allocation 2025/26**

(Pages 191 - 199)

The purpose of this report is to agree the principles behind the submission to the Mayoral County Combined Authority (MCCA) to secure the funding and to seek a delegation for the Chief Executive, in consultation with the Leader of the Council, to finalise the submission.

## **12. Local Government Reorganisation**

(Pages 201 - 224)

To inform the Council on the government policy of Local Government Reorganisation.

## **13. Members' Open Questions**

A 45-minute period in which members may ask questions of the Leader, Cabinet Members, the Chairmen and Vice-Chairmen of the Overview and Scrutiny Committees and opposition group leaders excluding the Chairman and Vice-Chairman of the Planning Committee, Licensing and Alcohol, Entertainment and Late Night Refreshment Licensing Committees and Governance and Audit Committee.

## **14. Notices of Motion**

### **a) Councillor Ben Green**

#### ***Motion to Restrict Positions of Special Responsibility Following Public Censure Notice***

##### ***Council Notes That:***

- 1. The Council's Code of Conduct sets clear expectations regarding the ethical behaviour and standards required of elected members.*
- 2. Where a Councillor is found to have breached the Code of Conduct, the Standards Committee has the power to impose sanctions, including the issuance of a Public Censure Notice.*
- 3. The Governance and Audit Committee is responsible for reviewing and recommending amendments to the Council's Constitution to ensure robust governance and accountability.*
- 4. In line with best practice in local government ethics, it is appropriate to consider restrictions on holding positions of special responsibility following a Public Censure Notice.*
- 5. Enhancing the governance framework to include such provisions will strengthen public trust in the Council's leadership and decision-making processes.*
- 6. Any amendments to the Constitution regarding eligibility for positions of special responsibility must be applied prospectively and not retrospectively to ensure fairness and legal compliance.*

##### ***Council Resolves To:***

- 1. Refer the following proposed amendment to the Governance and Audit Committee, pursuant to Article 9.1 (xxxi) - (xxxiv) of the Constitution, for consideration and recommendation to Full Council:*

## **Proposed Amendment to the Constitution – Part 5: Codes and Protocols**

*Addition of a new paragraph 7.3 to the Council's procedure for dealing with complaints against Councillors, to reflect the following:*

### **New Clause: Eligibility for Positions of Special Responsibility Following a Public Censure Notice**

1. *Where a Councillor is found to have breached the Code of Conduct and a Public Censure Notice is issued as part of the sanctions imposed by the Standards Committee or Hearing Review Panel, the Councillor shall be ineligible from holding any of the following positions of special responsibility for the full duration of the Public Censure Notice:*
  - *Leader of the Council*
  - *Deputy Leader of the Council*
  - *Cabinet Member*
  - *Chairman or Vice-Chairman of the Council*
  - *Chairman or Vice-Chairman of any Council Committee or Sub-Committee*
2. *If a Councillor currently occupying any of the above positions is issued with a Public Censure Notice, they must vacate their role upon the publication of the notice. This provision applies only to cases occurring after the adoption of this amendment.*
3. *The restriction on holding positions of special responsibility shall remain in effect for the entire duration of the Public Censure Notice, as determined by the Standards Committee or Hearing Review Panel.*
4. *This amendment applies to all Councillors, irrespective of political affiliation, and shall take effect immediately upon adoption. However, it shall not apply retrospectively to existing Public Censure Notices issued prior to its adoption.*

### **Council Further Resolves That:**

1. *The Governance and Audit Committee consider this amendment at the earliest opportunity, ensuring alignment with best practice in local government ethics and governance.*
2. *The findings and recommendations of the Governance and Audit Committee be reported back to Full Council for final approval and adoption into the Constitution. A report would only be presented back to Full Council if a recommendation was agreed to amend the Constitution.*

### **Rationale:**

- *This amendment strengthens public accountability and*



*ensures that individuals subject to formal censure cannot continue to occupy positions of special responsibility.*

- *The amendment upholds the integrity of Council leadership by ensuring that those found in breach of ethical standards cannot continue to influence Council decisions through roles of special responsibility.*
- *The principles of good governance require that this standard be applied fairly and equitably to all Councillors, without retroactive application.*

*Council therefore endorses this referral to the Governance and Audit Committee for due consideration.*

## **15. Close of meeting**

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# MINUTES

**COUNCIL**

**THURSDAY, 30 JANUARY 2025**

**2.00 PM**



**SOUTH  
KESTEVEN  
DISTRICT  
COUNCIL**

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## **PRESENT**

Councillor Paul Fellows Chairman  
Councillor Ian Selby Vice-Chairman

Councillor Matthew Bailey  
Councillor Emma Baker  
Councillor Rhys Baker  
Councillor Ashley Baxter  
Councillor David Bellamy  
Councillor Harrish Bisnauthsing  
Councillor Pam Bosworth  
Councillor Pam Byrd  
Councillor Richard Cleaver  
Councillor Helen Crawford  
Councillor Steven Cunningham  
Councillor James Denniston  
Councillor Phil Dilks  
Councillor Richard Dixon-Warren  
Councillor Barry Dobson  
Councillor Patsy Ellis  
Councillor Phil Gadd  
Councillor Ben Green  
Councillor Tim Harrison  
Councillor Graham Jeal  
Councillor Gloria Johnson  
Councillor Anna Kelly  
Councillor Jane Kingman  
Councillor Gareth Knight  
Councillor Philip Knowles  
Councillor Zoe Lane  
Councillor Robert Leadenham

Councillor Bridget Ley  
Councillor Nikki Manterfield  
Councillor Paul Martin  
Councillor Penny Milnes  
Councillor Virginia Moran  
Councillor Charmaine Morgan  
Councillor Chris Noon  
Councillor Habibur Rahman  
Councillor Rhea Rayside  
Councillor Nick Robins  
Councillor Penny Robins  
Councillor Susan Sandall  
Councillor Max Sawyer  
Councillor Ian Selby  
Councillor Rob Shorrocks  
Councillor Vanessa Smith  
Councillor Peter Stephens  
Councillor Lee Steptoe  
Councillor Paul Stokes  
Councillor Elvis Stooke  
Councillor Rosemary Trollope-Bellew  
Councillor Murray Turner  
Councillor Mark Whittington  
Councillor Jane Wood  
Councillor Paul Wood  
Councillor Sue Woolley

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## **OFFICERS**

Karen Bradford, Chief Executive  
Richard Wyles, Deputy Chief Executive and Section 151 Officer  
Alison Hall-Wright, Director of Housing and Projects  
Graham Watts, Assistant Director (Governance and Public Protection) and Monitoring Officer  
Karen Whitfield, Assistant Director – Leisure, Culture and Place  
Emma Whittaker, Assistant Director of Planning  
Chris Prime, Communications Manager  
Debbie Roberts, Head of Corporate Projects, Policy and Performance  
James Welbourn, Democratic Services Manager (Deputy Monitoring Officer)  
Patrick Astill, Communications Officer  
Lucy Bonshor, Democratic Officer

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### **54. Public Open Forum**

There were no questions or statements from members of the public.

### **55. Apologies for absence**

Apologies for absence were received from Councillors Ian Stokes and Sarah Trotter.

Councillor Rob Shorrock was unable to attend the start of the meeting and would join proceedings when he was able to do so.

### **56. Disclosure of Interests**

No interests were disclosed.

### **57. Minutes of the meeting held on 21 November 2024**

The minutes of the meeting held on 21 November 2024 were proposed, seconded and agreed as a correct record.

### **58. Communications (including Chairman's Announcements)**

The Council noted the Chairman's engagements.

The Chairman of the Council had seen several engagements cancelled due to inclement weather. Congratulations were offered to officers and members who contributed to the effort to combat flooding during that period.

Thanks were also offered to Fred Mann who had served as one of the Council's Independent Persons for many years.

## **Leader of the Council**

The Leader of the Council made the following announcements:

- The draft programme of meetings for 2025/2026 had been circulated to all Councillors. Councillors were advised to respond to Democratic Services with any comments as soon as they could.
- Local government re-organisation - the Leader of Lincolnshire County Council Councillor Martin Hill sent a letter to government to say that if they were to postpone the upcoming County Council elections in May 2025, he wouldn't object. An answer from government on this issue was expected imminently.
- The terms of engagement for local government reorganisation would be learned soon. A reply from government was expected by 31 January 2025 and would be shared with all Councillors.

## **Cabinet Member for Environment and Waste**

The Cabinet Member made the following announcements:

- Progress on A1 and litter. Officers were working closely with National Highways and their contractor to ensure a safe and effective approach to clearing litter from the A1. On site operation should begin in week commencing 10 February, but it was noted the Council did not control this start date. Local stakeholders and MPs had been informed.
- New bins for laybys have been staked in place on the A1. Dedicated team will service A1 laybys three times a week with a caged wagon. Commuters would see bins emptied regularly with appropriate capacity for waste disposal on that road. Those that littered the road were condemned.
- Two teams of staff had been engaged to work in designated areas behind the roadworks – this had been coordinated with National Highways and their contractor. These works would only be on the offside verge and not in the central reservation as there must be by law a gap of 1.2 metres between an operative and the carriageway. All staff would receive specialist PPE and additional lighting. All vehicles had been upgraded to comply with Chapter 8 standard.
- Thanks to StreetScene team who worked additional shifts in unsocial hours and dangerous conditions. Further thanks were offered to the leadership team and the Assistant Director (Leisure, Culture and Place).

## **Cabinet Member for Planning**

The Cabinet Member made the following announcements:

- This year saw the 80<sup>th</sup> anniversary of the end of World War II. VE Day would be on 8 May 2025, and VJ Day on 15 August 2025. Informal discussions about events to be tied in with these dates were taking place with appropriate officers and the Armed Forces Champion.

- The new government had now published the amended National Planning Policy Framework (NPPF), which would increase the number of houses the Council would be expected to give consent to. Thanks were given to Planning Officers for their work in this area. A report would be considered by Cabinet giving details of the impact of changes on the Local Plan review and how the Council could meet them.

### **Cabinet Member for Corporate Governance and Licensing**

The Cabinet Member made the following announcements:

- Councillor personal development plans had been raised in the past and had been unanimously accepted as being desirable to have. Development of members must be a step forward in the quality of representation seen by residents.
- How Councillors understood problems and managed people, whilst improving quality of performance benefitted SKDC.
- Response so far had been mixed – Member Development Group was being led by the Monitoring Officer and Group Leaders. It was important to treat the Personal Development Plan seriously and try to accommodate requirements of members. Even a nil return for training needs was preferable to no return at all.

### **Head of Paid Service**

The Head of Paid Service informed all of a temporary change to a polling station for the upcoming elections in May 2025. Stamford Rugby Club was the usual venue for Stamford All Saints' and Stamford St. John's wards. However, the Head of Paid Service had exercised her delegated authority to change this to Stamford and District Bowls Club for this next round of elections as the Rugby Club was unavailable.

### **59. Fees and Charges Proposals 2025/2026**

The Leader of the Council introduced a report on the proposed fees and charges for the financial year 2025/2026, which if agreed, would raise approximately £8 million towards the delivery of Council services.

The principles and criteria within the Fees and Charges Policy would be reviewed during 2025; the current Policy was attached as an appendix to the report.

There were both statutory and discretionary charges. Statutory charges were set by the government whereas discretionary charges were set by the local authority. There was the opportunity to review statutory charges on an annual basis. Agreed fees and charges would come into effect from the beginning of the civic year.

Many of the charges within the report remained unchanged from 2024/2025, these fee freezes included:

- Bus station departure charges
- Market stall charges
- Bulky waste fees (despite the addition of an additional vehicle)

Building control fees were not yet published and could not be included within the reports pack as they were commercially sensitive due to building control being a competitive service. If agreed, delegated authority would be granted to the Deputy Chief Executive in consultation with the Cabinet Member for Planning to decide these fees.

One charge that was proposed to change was the annual charge for the green waste bin. The proposal was £2 increase on the first bin, with a £2 increase on all subsequent bins.

An amendment in relation to Grantham Cemetery burial fees was moved and seconded, with the objective of removing discrimination against or in favour of Muslims in the cemetery fee structure and lowering the overall fees for infant burials to match what had been proposed for Muslims. The additional proposed recommendations were:

1. Remove all separate fees related to Muslim interments and incorporate all Muslim-specific fees into the standard fee structure.
2. Add a new fee for exclusive right of burial for infants under 2 of £165.

Debate ensued on the amendment. In the previous five years there had been four Muslim burials in the Cemetery. The increased cost of a Muslim burial was due to the timeframe associated with such a burial; often for these types of burial a contractor was required. On investigation, the Council was not charging exclusive rights of burial, so a Muslim burial was cheaper than other burials. The financial impact of the additional recommendation 1 being agreed was minimal due to the low levels of this type of burial.

There were very few burials of infants under 2 but these fees were claimed back from the government. Therefore, reducing the fee would be counter intuitive.

A motion without notice was moved to refer this amendment to the Cabinet meeting scheduled for 11 February 2025 where an officer note could be received. Having been seconded this motion was voted on and **AGREED**.

A second addition to the recommendations was moved and seconded, in relation to food trucks whilst also encouraging the registration of existing businesses given the low current registration rate. The additional recommendations were to:

1. Add a new fee for Mobile Trader Consent (first 12 months) of £1.

2. Add a new fee for Mobile Trader Consent (next renewal of consent for businesses registered as of 31/01/2025) of £1.

Debate ensued on the amendment – the following points were highlighted:

- The Council had issued two trader consents in the past year. This amendment sent out the message to these two traders that they were not being punished for doing what other traders should have done.
- All members were reminded that there was a lengthy process to scrutinise fees and charges which all were involved in.
- With the fee to register being proposed at the low level of £1, the idea was to encourage more people to register so the sector could be properly monitored.

It was **AGREED** that this second amendment be directed to the relevant Overview and Scrutiny Committee for consideration during 2025/2026.

Having been moved and seconded, and following a vote it was **AGREED**:

## **DECISION**

### **1. That Full Council approves:**

- **Green waste bin annual collection charges:**
    - **increase of £2 on the first bin to £53**
    - **increase of £2 on all subsequent bins to £44**
  - **Bulky Waste – no increase**
  - **Bus Stations departure charges – no increase**
  - **Markets – no increase**
  - **Building Control – Delegate authority to Deputy Chief Executive and s151 Officer in consultation with Cabinet Member for Planning to set these commercial charges.**
  - **All other discretionary charges to be increased in line with inflation.**
2. **That the fees and charges associated with Muslim burials be referred to the meeting of Cabinet scheduled to be held on 11 February 2025.**
  3. **That no changes be made to the fees and charges associated with mobile trader consent, but that this matter be referred to a future meeting of the relevant Overview and Scrutiny Committee.**

## **60. Localised Council Tax Support Scheme 2025/2026**

Members reviewed responses to the public consultation of the Council's Local Council Tax Support Scheme (LCTSS or 'the Scheme') 2025/26, along with recommendations from the meetings of the Finance and Economic Overview and Scrutiny Committee held on 26 November 2024 and the Cabinet meeting held on 16 January 2025.



**Note:** Councillor Rob Shorrock arrived at the meeting.

The Scheme was reported as a 'no change' scheme for 2025/2026.

The introduction of the Second Home Premium was included in the Levelling Up & Regeneration Bill, to allow councils the ability to charge a council tax premium of up to 100% for any property left empty for more than 72 days a year. The regulations were laid before Parliament on 8 October 2024 which set out the exceptions to council tax premiums on second homes. These regulations came into force on 1 November 2024 and would be effective from 1 April 2025 and set out mandatory exceptions to the Second Home Premiums.

As part of the consultation and approval process for the 2024/25 LCTS scheme, Council approved the introduction of the premium from 1 April 2025 at its meeting on 25 January 2024. In November 2024, letters were issued to all owners of second homes (359), making them aware of the exceptions. An exception application form was included with the letter, asking the owner to complete and return this if they believed the second property was eligible for an exception to the premium. The form requested the owner to provide the reason and evidence for the exception. Of the 359 letters issued, 119 had responded. Of those, 100 respondents advised which exception they believed their property should have applied to it, with the remaining 19 providing no details.

Officers were currently reviewing the responses and evidence provided and would determine whether the property was applicable for the exception. Therefore, of the 359 second properties, 100 were potentially eligible for the exemption and 251 would have the premium applied to the Council Tax account as part of the annual billing process in March 2025, increasing Council Tax annual liability by £520,308 per annum. If this was paid in full, South Kesteven's share of this additional income would be £46,828 (9%).

Having been moved and seconded, and following a vote it was **AGREED**:

## **DECISION**

**That Full Council approves the Localised Council Tax Support Scheme for the financial year 2025/2026 based on the same criteria as the existing scheme as detailed within the report.**

### **61. Pay Policy Statement 2025/2026**

Members considered the Pay Policy Statement for 2025-2026. It was a requirement of the Localism Act 2011 that the Council produced an Annual Pay Policy Statement. This summarised current policies and arrangements in place related to pay. The Pay Policy Statement was approved each year by Council as part of the budget setting and approval process. The Employment Committee had recommended approval of the Pay Policy Statement to Council for 2025-26.

The following sections of the report were highlighted:

- There were a number of additional posts that were now covered by the Pay Policy, and these had been included in the new Statement.
- There had been changes seen to National Living Wage and National Minimum Wage rates.
- Information related to the remuneration of chief officers and the lowest paid officers was included.
- Pay details for the Council's apprentices was included, as was details on the re-engagement of employees.
- The Employment Committee held on 15 January 2025 considered the gender pay gap. There were more women than men in senior positions in the authority. The median gender pay gap was 0.80% this year.

Having been moved and seconded, and following a vote it was **AGREED**:

## **DECISION**

**That Full Council approves the Pay Policy Statement 2025-2026.**

### **62. Proposed Amendments to the Council's Constitution**

Members considered amendments to the Council's Constitution as recommended by the Governance and Audit Committee meeting of 22 January 2025.

There were three proposed changes to the Constitution, which were debated and voted on separately.

The following points were highlighted during the introduction to the report and the debate:

- Currently the Overview and Scrutiny Procedure Rules within the Constitution stated that any member of an Overview and Scrutiny Committee (OSC) or any five members of the Council were entitled to give notice to the Chief Executive that an item be included for the next available meeting of an OSC.
- An Overview and Scrutiny Chairman had some discretion in adding an item to a work programme before it had been to other bodies.
- The recommendation within the report would have the effect of asking that any member wishing to add an item to an OSC work programme research background information and consult relevant officers and councillors before the report was accepted.
- It was suggested that any decisions on the Local Plan be brought in line with the budget and therefore be subjected to a recorded vote.

Having been moved and seconded, and following a vote it was **AGREED**:

## DECISION

That Full Council approves the following amendments:

1. **Overview and Scrutiny Procedure Rules at Part 4 (Rules of Procedure), as set out in paragraph 3.6 of the report.**
2. **Council Procedure Rules at Part 4 (Rules of Procedure), as set out in paragraph 3.7 of the report.**
3. **Part 3(c) (Responsibility for Functions – Delegated Powers to Officers) under section 26 (Property, including land), as set out in paragraph 3.11 of the report.**

**Note:** The meeting adjourned at 3:15pm and reconvened at 3:31pm.

### 63. Members' Open Questions

Question 1 – Councillor Max Sawyer to Councillor Ashley Baxter, Leader of the Council and Cabinet Member for Finance, HR and Economic Development

Councillor Sawyer asked the Leader whether £40,000 for two brown signs was the best possible use of UK Shared Prosperity Fund (UKSPF) monies.

The Leader of the Council highlighted the need to work alongside National Highways and the fact they had rules that needed to be followed. UKSPF monies were time limited. Debate took place at the latest meeting of the UKSPF Board where this and other issues were discussed, and those Councillors present decided to move forward with the procurement of the signs. If the signs brought increased footfall into the district then the spend was worth it.

Question 2 – Councillor Charmaine Morgan to Councillor Paul Stokes, Deputy Leader of the Council and Cabinet Member for Leisure and Culture

Councillor Morgan asked for an update on the works to Dysart Park, Grantham, in particular the flooded area.

Councillor Stokes advised that significant drainage works had been undertaken. Phase 1 was now complete, and testing had shown the work to date had been very successful. Phase 2 was underway and would be completed – Councillor Stokes was confident that the works would be successful in tackling the drainage problems.

Significant works in Dysart Park had taken place, including the installation of play equipment, using funding from UKSPF and the Rotary Club of Grantham.

Question 3 – Councillor Zoe Lane to Councillor Virginia Moran, Cabinet Member for Housing

Councillor Lane asked whether the Cabinet Member would meet with her to discuss new social housing for Bourne.

Councillor Moran was more than happy to discuss the Housing Revenue Account budget and where it could be spent.

Question 4 – Councillor Harrish Bisnauthsing to Councillor Virginia Moran, Cabinet Member for Housing

Councillor Bisnauthsing asked for an update on the number of council houses acquired.

Councillor Moran listed 98 council houses that had been purchased; 20 new units at Swinegate, Grantham, 11 units in Market Deeping, 6 at Gorse Rise, Grantham, 36 at Corby Glen, 12 1 bed units at St. Peter's House in Grantham, 5 units purchased using Local Authority Housing Fund (LAHF) money, and 6 properties purchased back from tenants who bought under right-to-buy. The Council was still looking for a bungalow and a 6 bedroomed property.

Question 5 – Councillor Elvis Stooke to Councillor Richard Cleaver, Cabinet Member for Property and Public Engagement

Councillor Stooke wished to know whether Grantham Hospital's Accident and Emergency provision would be reconsidered.

Councillor Cleaver agreed that the provision should always be under constant review, particularly with an ageing population. The Integrated Care Board and NHS Lincolnshire was undertaking a full stakeholder review with Stamford residents regarding health services in Stamford. There would be pressure to review all towns around the county, and this would include Grantham.

Question 6– Councillor Rosemary Trollope-Bellew to Councillor Ashley Baxter, Leader of the Council and Cabinet Member for Finance, HR and Economic Development

Councillor Trollope-Bellew asked the Leader to contact the Leader of Lincolnshire County Council to expedite the use of cameras to look for flooding problems in drains. This was to help alleviate the problems with flooding that had been seen in parishes in Casewick ward.

Councillor Baxter highlighted the flooding in Greatford for the second year in a row, and paid tribute to the Deputy Leader and officers in co-ordinating the flooding response across the district. He attended a recent meeting of Greatford Parish Council and was grateful to the parish for putting together a useful flooding presentation.

The day after this meeting the presentation was shared with representatives from Lincolnshire County Council to include what had happened at Greatford Hall and the Greatford Cut. As the County Councillor for the ward that included Greatford Councillor Baxter had taken the CCTV camera issue to the Flood and Water Management Scrutiny Committee at Lincolnshire County Council and was hopeful that a survey would be undertaken in the near future.

Question 7 – Councillor Graham Jeal to Councillor Richard Cleaver, Cabinet Member for Property and Public Engagement

Councillor Jeal asked the Cabinet Member to join him in wishing a Happy New Year to those celebrating Lunar New Year and a passage to the year of the Snake in South Kesteven.

Councillor Cleaver was happy to join Councillor Jeal in celebrating Lunar New Year.

Question 9 – Councillor Peter Stephens

Councillor Stephens asked for an update on the A52 bypass around Grantham.

Councillor Stephens was advised that Lincolnshire County Council were the appropriate authority to ask for a progress update. The Executive Member there had informed a local councillor that the County Council were ready to complete the road but were waiting for the rail authority.

**64. Notices of Motion**

**65. Councillor Graham Jeal**

Councillor Graham Jeal proposed the following motion:

*In September 2022 and in response to a series of code of conduct violations, group leaders from South Kesteven district council signed the Local Government Association campaign statement on Debate not Hate. This is reprinted in full below:*

*"The intimidation and abuse of councillors, in person or otherwise, undermines democracy; it can prevent elected members from representing the communities they serve, deter individuals from standing for election, and undermine public trust in democratic processes. Seven in 10 councillors reported experiencing abuse and intimidation over the last 12 months and councillors reported feeling that abuse is becoming more common and increasing in severity. Debating and disagreeing with one another has always been, and will continue to be, a healthy part of democracy. However, the right engagement matters and abuse and intimidation crosses the line into dangerous territory and has no place in politics."*

*This Council reaffirms the principles of the LGA "Debate Not Hate" campaign.*

In moving the motion Councillor Jeal highlighted the diligent handling of Councillor Code of Conduct complaints, where there had been breaches of the Code found against two Councillors.

An amendment to the motion was moved and seconded and accepted by the mover of the original motion. It therefore formed part of the substantive motion:

*In September 2022 and in response to a series of code of conduct violations, group leaders from South Kesteven district council signed the Local Government Association campaign statement on Debate not Hate. This is reprinted in full below:*

*"The intimidation and abuse of councillors, in person or otherwise, undermines democracy; it can prevent elected members from representing the communities they serve, deter individuals from standing for election, and undermine public trust in democratic processes. Seven in 10 councillors reported experiencing abuse and intimidation over the last 12 months and councillors reported feeling that abuse is becoming more common and increasing in severity. Debating and disagreeing with one another has always been, and will continue to be, a healthy part of democracy. However, the right engagement matters and abuse and intimidation crosses the line into dangerous territory and has no place in politics."*

*Since the election of the leader of the council in early 2024, there has been a significant increase in the number of code of conduct complaints – many of which have been deemed so serious to merit external investigation and hearings. With bullying, intimidation and widespread abuse at unprecedented levels in South Kesteven District council, the leader of the council has failed to uphold the principles of the LGA Debate not Hate campaign which he signed as a group leader in 2022. For these reasons, this motion proposes the removal of the leader of South Kesteven District Council until such time as a new leader can be elected by full council.*

A point of order was raised regarding the validity of the motion. The Monitoring Officer advised that in his view the amendment was linked to the original motion and therefore could be accepted.

An attempt to move an amendment which removed the additional text was ruled out as it would negate the substantive motion.

The following views were raised during the introduction to, and debate on the new substantive motion:

- If the amendment passed the SKDC coalition group would not seek to put forward a candidate to replace the Leader of the Council.
- The Leader of the Opposition commented that the amendment had not been moved for political gain.
- No breaches of the Councillor Code of Conduct were found in respect of 'bullying'.
- In the view of one Councillor all Councillors were tainted in the way Councillor Code of Conduct complaints were handled by the Leader of the Council. The

Leader had to be held accountable as these complaints occurred during his tenure.

- Another Councillor expressed the view that the Leader had offered the opportunity to both sides of the Council Chamber to sit down and talk amicably about differences. Behavioural standards within both sides of the Council Chamber had fallen short of where they should have been.
- It was not believed that there was collective hatred towards any Councillor. Many current Councillors and prospective candidates would think twice about standing for office having viewed comments on social media.
- None of the five Code of Conduct Hearing Review Panel held recently had found any guilt on behalf of the Leader of the Council, who had tried to tackle Code of Conduct issues prior to them getting to the Hearing stage.
- A separate motion on notice to remove the Leader of the Council may have been a better way to express this view.
- The response that the recent Hearing Review Panels had attracted was universally negative. The reputation of the Council had been damaged, and there needed to be a positive conversation about moving forward and dealing with this issue.
- The administration was midway through a second balanced budget and had invested in services.
- If due process was not followed with Code of Conduct complaints, then it would lead to no checks and balances. The outcome of the Hearing Review Panels' proceedings should be respected.
- The Hearings that had taken place were almost a year on from when the complaints had originally been lodged. This did not necessarily reflect present behaviours from Councillors.

An amendment was accepted by the mover of the original motion to replace the wording of the substantive motion with the following:

*This Council reaffirms the principles of the LGA "Debate Not Hate" campaign.*

It therefore became the substantive motion.

Having been moved and seconded, following a vote the substantive motion was **AGREED**.

## **66. Close of meeting**

The meeting closed at 4:41pm.

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## List of Chairman's Engagements

23rd January to 18<sup>th</sup> February 2025

Event Date	SKDC Ref	Organisation and Event	Location
1st February 2025	PF0036	Tamil Harvest Festival	Hougham & Marston Village Hall, Marston
8th February 2025	PF0037	Rotary Club Annual Swimarathon	Meres Leisure Centre, Grantham
14th February 2025	PF0043	Official Launch of the Grantham's New Bereavement Wellbeing Centre	The Maltings, Wharf Road, Grantham

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**SOUTH  
KESTEVEN  
DISTRICT  
COUNCIL**

## **Council**

Thursday 27<sup>th</sup> February 2025

Report of Councillor Ashley Baxter  
Leader of the Council, Cabinet Member  
for Finance, HR and Economic  
Development

## **Budget proposals for 2025/26 and indicative budgets for 2026/27 and 2027/28**

### **Report Author**

Richard Wyles, Deputy Chief Executive and s151 Officer

✉ richard.wyles@southkesteven.gov.uk

### **Purpose of Report**

To present the Budget proposals and estimates for 2025/26 for the General Fund and the Housing Revenue Account (HRA) covering both revenue and capital expenditure. The Council is required to set a balanced budget and agree the level of Council Tax for 2025/26. This report contains a summary of the proposals that have been considered for inclusion.

### **Recommendations**

#### **GENERAL FUND (RECORDED VOTE)**

**Full Council is requested to:**

- 1. Set a General Fund budget requirement of £20.603m for 2025/26 inclusive of special expenses (detailed in section 2 and Appendix A).**
- 2. To approve a Council tax base of 50,140.5 for the South Kesteven District**
- 3. Set a Council Tax level of £189.37 for 2025/26 (Band D property) after taking into consideration the consultation feedback.**
- 4. Note indicative Budget estimates for 2026/27 and 2027/28 (detailed in Appendix A).**
- 5. To approve the fees and charge for 2025-26 relating to the Muslim interments as (detailed in para 4.15 and outlined in Appendix H).**
- 6. Approve the General Fund Capital programme and financing statement 2025/26 to 2027/28 (detailed in Section 6 and Appendix B)**

7. Approve General Fund Capital Programme budget carry forward £11.433m from 2024/25 (detailed in Appendix B).
8. Approve the movements in General Fund Reserves (detailed in Section 8 and Appendix C).
9. To approve the Treasury Management Strategy Statement (detailed in Section 10 and Appendix F).
10. To approve the Capital Strategy (detailed in Section 10 and Appendix I).
11. Note the calculations and set the Council Tax for the year 2025/26 made in accordance with requirement set out in the Local Government Finance Act 1992 (detailed in Appendix J).

**(END OF RECORDED VOTE SECTION)**

12. Approve HRA dwelling rent increases of 2.7% for 2025/26 providing an average rent of £100.77 per week.
13. Approve increases in HRA garage and shared ownership rents of 1.7%.
14. Approve the HRA Revenue Budget 2025/26 and note the indicative budgets for 2026/27 and 2027/28 (detailed in Appendix A).
15. Approve the Housing Capital programme and financing statement 2025/26 to 2027/28 (detailed in Section 6 and Appendix B).
16. To approve the HRA Capital Programme budget carry forward of £2.842m from 2024/25 (Appendix B).
17. To approve a delegation to the Chief Executive, S151 Officer and the Cabinet Members for Housing and Property to accept the Social Housing Decarbonisation Fund from the Department for Energy Security and Net Zero and to amend the Capital Programme Financing Statement as required
18. To approve the movements in HRA Reserves (detailed in Section 8 and Appendix C).

**Decision Information**

Is this a key decision	Yes
Does the report contain any exempt or confidential information not for publication?	No
What are the relevant corporate priorities?	Connecting communities Sustainable South Kesteven Enabling economic opportunities Housing Effective council
Which wards are impacted?	All Wards

## **1. Implications**

Taking into consideration implications relating to finance and procurement, legal and governance, risk and mitigation, health and safety, diversity and inclusion, safeguarding, 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 from the Chief Finance Officer at Section 9, the proposed use of reserves and the risks identified on 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 appended at Appendix D and risk scores are applied accordingly.

*Tracey Elliott, Risk and Governance Officer*

### ***Diversity and Inclusion***

- 1.4 An Equality Impact Assessment is appended at Appendix E.

## **2 Background to the Report**

- 2.1. The Council is required to set a balanced budget and agree the level of Council Tax for 2025/26. This report contains a summary of the proposals that have been considered for inclusion. The proposals were scrutinised in detail by the Budget Joint Overview and Scrutiny Committee (OSC) on 14<sup>th</sup> January 2025 and by Cabinet on 16<sup>th</sup> January 2025. The draft proposals were consulted upon during the period 20<sup>th</sup> January – 3<sup>rd</sup> February 2025 and the results of the consultation were presented to the Cabinet meeting of 11<sup>th</sup> February 2025.

The consultation asked if respondents supported the proposal to increase the district council's element of council tax by 3% (£5.51 per Band D): 55.2% of respondents said yes, they were in favour; 36.6% said no, they didn't support the proposal; and 8.2% were not sure or didn't know as shown below:

Do you support our proposal to increase SKDC's element of Council Tax by 3% (or £5.51 per Band D) for the 2025/26 financial year?	Number	%
<b>Yes</b>	<b>423</b>	<b>55.2</b>
No	281	36.6
Don't know / not sure	63	8.2
Total	767	100.0

- 2.2. In January 2024 the Council approved a new Corporate Plan for 2024 -2027. The primary purpose of the budgets for the next 3 years is to enable the delivery of the aims and ambitions set out in the Corporate Plan.
- 2.3. Whilst a 3-year Medium Term Financial Plan is being presented, it is within the context of a single year financial settlement and therefore there is a high degree of financial uncertainty for the latter two financial years (2026/27 and 2027/28).
- 2.4. The two forecast years (2026/27 and 2027/28) assume changes in funding levels as a result of national changes to the funding formula and will be kept under review. More information is expected from Spring 2025 onwards.
- 2.5. The budget setting process commenced in September 2024 and proposals have been developed and formulated by Cabinet, working closely with senior officers, through a series of budget review sessions. These have focused on how to promote the ambitions of the Corporate Plan subject to available finances.
- 2.6. This report is the final presentation to Council of the budget proposals for 2025/26 and therefore contains a summary of the information that has been presented to Cabinet in January and February 2025.

This report covers the following sections:

- The Funding Position for the General Fund (section 3)
- The General Fund budget estimates and Council Tax proposals (section 4)
- The Housing Revenue Account (HRA) position (section 5)
- The Capital Programmes 2022/23 to 2024/25 including financing (section 6 & 7)
- Reserves and Balances (section 8)
- Statement of Financial Robustness by the Chief Finance Officer (Section 9)
- Treasury Management Strategy and Capital Strategy (Section 10)
- Collection Fund (Section 11)

### **3 THE FUNDING POSITION FOR THE GENERAL FUND**

#### **Provisional Settlement 2025/26**

- 3.1 The final local government finance settlement was announced by the Government on 3<sup>rd</sup> February 2025. It provided the Council with the financial information regarding the funding levels for 2025/26 in detail and whilst less certain those for 2026/27 and 2027/28.
- 3.2 The headline outcome from the settlement has not been positive for the Council nor shire districts in general: a core spending power settlement for 2025/26 of 0% for South Kesteven and an average 0.3% for shire districts. This is because the calculation has assumed a council tax increase of 3% contained within the calculation. The funding position is disappointing although it had been expected and budgets had been prepared accordingly.
- 3.3 Within the provisional settlement the Government had announced support for National Insurance contribution increase (but no funding amounts identified at that time) with final funding allocations now provided in the final settlement. The amount being provided by the Government is £151k which is significantly short of the actual calculated impact of £404k. This funding will cover the costs relating to both the GF and the HRA and an allocation will need to be made during 2025/26.
- 3.4 In addition to the above, the final settlement also saw some further funding announced for authorities that are required to pay Internal Drainage Board levies with an extra £2 million being included on top of the £3m allocated in the provisional settlement. At the present time the Government haven't provided any information regarding the split by authority. The Council received a similar one off grant off £50k in 2024/25 which equated to a 1.6% of the overall funding allocation of £2.9m. If based on a similar allocation percentage the Council could receive in the region of £80k from the £5m allocated in the final settlement. However, this is significantly short of the actual amount of £1.026m budgeted for 2025/26.
- 3.5 The Government has announced an intention to reform the current system of local government finance. This will include a business rate reset, which would remove the benefits and advantages the Council has accrued in business rate growth over previous years.
- 3.6 The Government has announced the New Homes Bonus funding will not continue and Rural Services Delivery Grant has been removed without notice or consultation. Both of these funds have been received annually by the Council.
- 3.7 The Government policies and forecasts outlined above, in addition to a generally more needs and deprivation driven approach to funding, will inevitably put pressure on Council's funding and budgets. Initial modelling has been undertaken to estimate the funding levels, however the Spring Budget will hopefully provide more information to establish what the potential reductions might be.

- 3.8 The 2025/26 proposals show clear evidence of the emerging short-term financial priorities of the new government - social care, deprivation, grant consolidation without bidding processes - sometimes into the main settlement and supporting financial resilience through more efficient allocation of resources.
- 3.9 The longer-term proposals aim to make best (most efficient) use of available resources, through allocations based on relative needs and the resources available locally to fund these needs. The likely main elements of the review are:
- updating needs formulas and data.
  - a reset of accumulated business rates growth (through the business rates retention system).
  - adjustment of allocations to take account of varying costs of delivery across the country (including in rural and urban areas).
  - resources equalisation (levelling the playing field) of the council tax taxbase between authorities.
  - a method of transition from the current baseline to the new arrangements.
- 3.10 The table below summarises all the funding proposals that have been proposed by Government through the Settlement announcements.

**Table 1 – Final Funding Levels**

Business Rates (SFA)	6.8	7.2	6.2	6.4
Council Tax	9.1	9.5	9.9	10.3
Collection Fund (Deficit)/ Surplus	-0.4	1.4	0.0	0.0
New Homes Bonus	0.6	0.5	0.0	0.0
Rural Services Delivery Grant	0.4	0.0	0.0	0.0
Funding Guarantee Grant	1.1	1.2	0.0	0.0
Services Grant	0.0	0.0	0.0	0.0
Revenue Support Grant	0.2	0.2	0.6	0.5
pEPR Payment	0.0	0.8	0.0	0.0
National Insurance Funding	0.0	0.2	0.0	0.0
UKSPF*	2.0	0.0	0.0	0.0
IDB	0.0	0.1	0.0	0.0
<b>Total Resources</b>	<b>19.8</b>	<b>21.1</b>	<b>16.7</b>	<b>17.2</b>

\*it is anticipated that the 2025/26 allocation will be distributed to the Mayoral Combined County Authority and allocated to Councils. A delegation will be required to accept the grant allocation once confirmed.

- 3.11 In the overall Core Spending Power calculations that Government has provided there is an assumption that Councils will increase their share of the Council Tax in accordance with the limits set and referred to above.
- 3.12 Table 2 shows the projected increases in Council Tax income should the Council take the opportunity to increase its share of Council Tax each year by the maximum



amount.

**Table 2 – 3% increase on the 2025/26 Council Tax Band D Charge**

	<b>2024/25</b>	<b>2025/26</b>	<b>% Variation</b>	<b>Increase</b>
Assumed Band D Increase	Up to £5.31	Up to £5.51	n/a	n/a
Tax Base	49,710.00	50,140.50	0.86%	430.5
Band D – SKDC only	£171.81	£177.30	3.19%	£5.49
Band D – Grantham SEA	£52.29	£52.38	0.17%	£0.09
Band D – Langtoft SEA	£7.02	£7.02	0.00%	£0.00
Band D (SKDC + Special Expense Areas)	£183.89	£189.37	2.98%	£5.49
<b>Council Tax Income</b>	<b>£9.141m</b>	<b>£9.495m</b>	<b>3.87%</b>	<b>£0.354m</b>

There is a statutory requirement for South Kesteven District Council as a billing authority to set out the Council Tax Resolution prior to the billing and collection of Council Tax for 2025/26. Appendix J outlines the Council Tax Resolution to be noted by Council outlining the calculated amounts for the year 2025/26 in accordance with Section 31B of the Local Government Finance Act 1992.

#### **4. GENERAL FUND BUDGET PROPOSALS**

- 4.1 The overall General Fund position for 2025/26 is shown at Table 3 below and further information can be found at Appendix A. The net cost of services for 2025/26 is estimated at £24.008m.

**Table 3 – Summary of General Fund Estimates**

Description	2024/25 Original Budget	2025/26 Proposed Budget	2026/27 Indicative Budget	2027/28 Indicative Budget
	£'000	£'000	£'000	£'000
<b>Directorate</b>				
Corporate, Governance & Public Protection	4,037	4,263	4,352	4,671
Finance, Property & Waste Services	9,532	11,526	10,456	10,699
Growth & Culture	10,520	8,227	8,472	8,413
Housing & Projects	1,453	1,926	1,631	1,621
HRA recharge	(2,942)	(2,960)	(2,976)	(2,992)
Drainage Rates	947	1,026	1,077	1,131
<b>Net Cost of Services</b>	23,547	24,008	23,012	23,543
<b>Financing and Investment</b>				
Depreciation	(4,450)	(4,537)	(4,623)	(4,697)
Investment Income	(914)	(781)	(706)	(631)
Minimum Revenue Provision	281	271	546	533
Revenue Contribution to Capital	3,679	2,087	1,020	769
Transfer to/from Earmarked Reserves	(2,399)	(445)	(1,803)	(1,302)
<b>Net Budget Requirement</b>	<b>19,744</b>	<b>20,603</b>	<b>17,446</b>	<b>18,215</b>

Description	2024/25 Original Budget	2025/26 Proposed Budget	2026/27 Indicative Budget	2027/28 Indicative Budget
	£'000	£'000	£'000	£'000
<b>Funding</b>				
Business Rates	(6,801)	(7,189)	(6,190)	(6,417)
Collection Fund (Surplus)/Deficit - Business Rates	432	(1,400)	0	0
Council Tax	(9,141)	(9,495)	(9,867)	(10,251)
Collection (Surplus)/Deficit - Council Tax	0	(4)	0	0
<b>Grant Income</b>				
Rural Services Grant	(401)	0	0	0
Services Grant	(25)	0	0	0
Revenue Support Grant	(153)	(195)	(605)	(558)
Funding Guarantee Grant	(1,110)	(1,188)	0	0
New Homes Bonus	(564)	(474)	0	0
UK Shared Prosperity Fund	(1,981)	0	0	0
pEPR Payment	0	(837)	0	0
NIC Funding	0	(151)	0	0
IDB Funding	0	(80)	0	0
<b>Total Funding</b>	<b>(19,744)</b>	<b>(21,013)</b>	<b>(16,662)</b>	<b>(17,226)</b>
Surplus contribution to reserve	0	410	0	0
<b>(Surplus) / Deficit</b>	<b>0</b>	<b>0</b>	<b>784</b>	<b>989</b>

- 4.2 The Council is legally required to produce a balanced budget for 2025/26 and a sustainable position for the medium term. This has been achieved through careful planning, forecast reductions in utility and fuel costs and a continuation of higher investment interest rates.
- 4.3 However, the need for a strong reserves position can be seen from the future forecast deficits. Table 3 shows the potential financial impact if the proposed changes to funding arrangements are implemented from 2026/27. The main drivers for the resource reductions are the resetting of Business Rates growth and the withdrawal of specific grants: New Homes Bonus and Rural Services Delivery Grant.
- 4.4 The Government has announced that it will provide a two-year settlement from 2026/27. This would give greater certainty.

### **Minimum Revenue Provision (MRP)**

- 4.5 MRP is the charge to revenue made as a proxy for the repayment of principal when borrowing is undertaken to finance capital expenditure. MRP is statutory and aimed at ensuring the Council does not have outstanding debt related to the life of the specific asset or to assets it no longer holds.
- 4.6 MRP is charged in the first full year after the asset becomes operational and is charged over the life of the asset. Table 4 shows that MRP is forecast to increase significantly over the next three years as the Council increases its borrowing.

**Table 4 – Forecasted MRP Charges**

	<b>2025/26 £'000</b>	<b>2026/27 £'000</b>	<b>2027/28 £'000</b>
Existing MRP Charge (legacy borrowing)	116	111	107
St Martin's Park	155	152	149
Depot Development	0	283	277
<b>Total</b>	<b>271</b>	<b>546</b>	<b>533</b>

### **Key Budgetary Proposals**

- 4.7 The budgetary proposals for 2025/26 incorporate a number of service changes that have been incorporated to meet operational demands. Further details on the bid proposals are provided at Appendix A.
- Table 5a sets out associated increases in recurring costs
  - Table 5b sets out associated one-off costs
  - Table 6 identifies anticipated savings to mitigate some of the costs
  - Table 7 shows increases to fees and charges income levels

**Table 5a – Proposed Budget Increases – Recurring**

<b>Details</b>	<b>Cost £'000</b>	<b>Recurring</b>
Drainage Rates	79	Recurring
Insurance	44	Recurring
Customer Service Centre Grantham	28	Recurring
External Audit	15	Recurring
Conduit Lane Public Conveniences	12	Recurring
Apprenticeship Levy	10	Recurring
Turnpike Close Depot (additional costs)	27	Recurring
Local Plan	216	Recurring
Single Person Discount	9	Recurring
Homelessness Support Officer	45	Recurring
Domestic Abuse Officer	45	Recurring
Two Welfare Officers	37	Recurring
Licensing Support Officer	28	Recurring
Graduate Apprenticeships	28	Recurring
Empty Homes Officer	18	Recurring
<b>Total Recurring</b>	<b>641</b>	

**Table 5b -Proposed Budget Increases – One Off**

<b>Details</b>	<b>Cost £'000</b>	<b>One Off</b>
Depot Fit Out	500	One Off
Backlog Maintenance	1,000	One Off
Homelessness Emergency Accommodation	300	One Off
Leisure SK Ltd Cashflow Support	150	One Off
Grantham Town Events	127	Funded from FHSE
Grantham Canal Flood Defence Works	100	One Off
SK House Refurbishment	30	One Off
Equipment Modification – Grounds Maintenance	37	One Off
Garden Village Consultancy	30	One Off
Replanting and Woodland Initiatives	25	One Off
Economic Development Project Support Officer	44	Funded from FHSE
Grantham Town Centre Engagement Manager	38	One Off
<b>Total One Off</b>	<b>2,381</b>	

**Company Funding proposals LeisureSK Ltd**

- 4.8 On 10<sup>th</sup> September 2024, Cabinet approved a new business operating structure for leisure services that incorporates an Agency model. The model is to be implemented from 1<sup>st</sup> April 2025. In support of this new operating model, the Company presented its business plan and funding proposals to the Culture and

Leisure OSC on 28 November 2024.

- 4.9 A funding proposal of £150k has been requested in order to provide temporary cashflow support for a short-term period. Upon confirmation that the new operating model has been embedded, the payment of £150k will be recovered by the Council during 2025/26 once the cashflow has stabilised.
- 4.10 Cabinet has recommended that a loan request from LeisureSK Ltd for a £240k capital loan to invest in gym equipment be supported and therefore has been included in the General Fund capital programme as outlined in paragraph 6.3.

**Table 6 – Proposed Savings**

Details	Saving £'000	Comments
Salary Forecasts	592	Reduction in budgeted assumption
Utilities	127	Inflationary assumptions in ongoing energy costs reduced from previous budgeted levels
Fuel	185	Reduction in projected inflationary prices
Rollout of LED street lighting	222	Reduction in budgeted electricity costs.
Total	1,126	

**Table 7 – Proposed changes to Fees and Charges Income Budgets**

Details	Income £'000	Comments
Green Waste Service	76	£2 increase for first bin and £2 increase for all subsequent bins
Planning Income	100	Increases to statutory set fees and charges
Car Parking Income	260	Increase in usage and changes to Car Parking tariffs with effect from 20 January 2025
Other discretionary services	15	Inflationary increase only to all other discretionary charges
<b>Additional Fees and Charges Income</b>	<b>451</b>	

## General Fund Budget Estimates – 2025/26

- 4.11 The budget assumptions that have been considered and incorporated into the estimates are shown at Table 8. All other inflationary costs have been absorbed by service areas which has contributed to a balanced budget.

**Table 8 – General Fund Budget Assumptions**

Cost Heading	2025/26		2026/27		2027/28	
	Budget Increase		Budget Increase		Budget Increase	
	(%)	£'000	(%)	£'000	(%)	£'000
Drainage Board Levies*	5	79	5	51	5	54
Pay Award	2	388	2	378	2	336
Insurance	10	47	10	37	10	40

\*The Council received Internal Drainage Board Levy Grants from Central Government of £88k in 2023/24 and £50k in 2024/25 to provide additional funding towards the increased cost of these levies. Further support has been confirmed for 2025/26.

- 4.12 Financial forecasts for investment income remain volatile with most economists predicting a reduction in the base rate. The estimated investment income interest rates, based on our treasury advisor's projections, are shown at Table 9:

**Table 9 – Treasury Investment Financial Forecasts**

Financial Year	2025/26	2026/27	2027/28
Forecast Interest Rate	3.25%	3.00%	2.75%
Assumed Interest Receivable	£781k	£706k	£631k

- 4.13 This information has been used to estimate interest on the Council's investment of cash balances. The total interest receivable is shared between the General Fund and the HRA dependent upon the reserve balances for each

## Fees and Charges

- 4.14 Fees and charges are 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 which is included at Appendix G.
- 4.15 Fees and charges were considered and approved by Full Council on 30<sup>th</sup> January 2025 and are set out at Appendix H. However, the proposed charges relating to the Muslim interments at Grantham Cemetery were deferred for further review. These were considered by Cabinet but remain unchanged. The charges proposed for 2025/26 are outlined in Appendix H.

## **5 HOUSING REVENUE ACCOUNT (HRA)**

- 5.1 The HRA budget proposals continue to focus on:
- Meeting tenants' housing needs
  - Facilitating the delivery of new housing across a range of tenures
  - Enabling those whose independence may be at risk to access suitable housing (including their current home)
  - Supporting investment in affordable warmth for tenants
  - Meeting compliance requirements and ensuring resources are allocated.
- 5.2 The budgets for the HRA have been prepared by identifying 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.

### **Housing Revenue Account 2025/2026 – Rent Proposals**

- 5.3 The rental income budgets are set in accordance with the Government's rent setting guidance formula which has been approved as 2.7% for 2025/26.
- 5.4 The rent setting proposals for 2025/26 increase the annual budgeted rental income from £28.916m in 2024/25 to £29.698m in 2025/26. The average weekly rental increase for individual properties will be £2.65. The average weekly rent in 2025/26 will be £100.77 with a minimum of £66.12 and a maximum of £204.20.
- 5.5 Garage rents and service charges are proposed to increase by 1.7% and other HRA charges are set out in the fees and charges shown at Appendix H. Further analysis of rent details is provided in Tables 10 and 11.



**Table 10 - Impact – 2.7% increase**

<b>Bedrooms</b>	<b>Dwelling Stock (%)</b>	<b>Average Weekly Rent 2024/25 (£)</b>	<b>Average Weekly Rent 2025/26 (£)</b>	<b>Average Increase (£)</b>	<b>Average Increase (%)</b>
Bedsit	0.51%	68.50	70.35	1.85	2.70%
1 Bedroom	13.40%	83.88	86.14	2.26	2.70%
2 Bedrooms	42.95%	94.38	96.92	2.54	2.70%
3 Bedrooms	40.91%	103.95	106.76	2.81	2.70%
4 Bedrooms	2.09%	108.80	111.74	2.94	2.70%
6 Bedrooms	0.14%	127.37	130.81	3.44	2.70%

**Table 11 - Increases for Individuals**

<b>Increase per week</b>	<b>Number of Properties</b>	<b>% of Properties</b>
Under £1.99	43	0.73%
£2.00 – £2.49	2,018	34.48%
£2.50 - £2.99	3,291	56.23%
£3.00 - £3.49	469	8.01%
£3.50 - £3.99	12	0.21%
£4.00 - £4.49	7	0.12%
£4.50 - £4.99	7	0.12%
Over £5.00	6	0.10%
Total	5,853	

5.6 In addition to using the 2.7% rent increase in setting the budget for rental income for future years, further assumptions have been made:

- Void rent assumptions of 2.0% have been built into the budgets. This figure is lower than current performance levels but the direction of travel is positive and suggests 2.0% will be achievable from April 2025.
- Right to Buy sales have been budgeted at 35 sales for 2025/26 in line with recent sale figures. The recent Government announcement regarding proposed changes to the scheme resulted in 62 applications to the Council before the discount reduction came into effect. It is too early to determine whether the discount change will reduce the number of sales although this would help maintain stock levels.

## **6 CAPITAL PROGRAMMES 2025/26 – 2027/28**

6.1 The schemes included within the capital programme have been designed 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	£1.669m
• Wheelie Bin Replacement	£0.145m
• Extension to the Cattle Market Car Park	£0.100m
• Wharf Road Car Park Refurbishment	£0.350m
• Play Parks	£0.100m
• Disabled Facilities Grants (100% grant funded)	£0.975m
• LeisureSK Ltd equipment Investment	£0.240m

6.2 The indicative General Fund Capital programme has been amended since it was presented to Cabinet on 16<sup>th</sup> January 2025 to include currently known budget carry forwards from 2024/25. If further budget carry forwards requests are identified, then they will be included in the outturn report once actual spend for 2024/25 has been determined.

6.3 One of the capital items proposed relates investment in leisure equipment which has been requested by LeisureSK Ltd. This will be funded through a loan agreement between the Council and LeisureSK Ltd which will be on a commercial basis and will be agreed following approval of the loan.

6.4 A summarised capital programme is shown at Table 12 and a detailed capital programme included at Appendix B.

**Table 12 – General Fund Capital Programme Summary**

Directorate	2024/25 Carry Forwards	2025/26 Proposed Budget	2026/27 Indicative Budget	2027/28 Indicative Budget
	£'000	£'000	£'000	£'000
<b>Corporate, Governance &amp; Public Protection</b>				
Disabled Facilities Grants	0	975	975	975
CCTV	0	56	0	0
<b>Finance, Property &amp; Waste Services</b>				
Vehicle and Bin Replacement	583	1,814	1,431	1,386
Food Waste	1,371	0	0	0
Depot Development	5,667	0	0	0
Asset Enhancement and Maintenance	988	350	350	300
IT Systems	0	111	0	0
Financial System Upgrade	0	100	0	0
<b>Growth &amp; Culture</b>				
Play Parks	0	100	100	100
LeisureSK Ltd Equipment	0	240	0	0
<b>Housing &amp; Projects</b>				
Scheme Decarbonisation	2,824	0	0	0
<b>Total Budget</b>	<b>11,433</b>	<b>3,746</b>	<b>2,856</b>	<b>2,761</b>
<b>Financing:</b>				
Borrowing	5,667	0	0	0
Grants and Contributions	3,703	975	975	975
Reserves	1,410	1,595	1,020	869
Useable Capital Receipts	653	1,176	861	917
<b>Total Financing</b>	<b>11,433</b>	<b>3,746</b>	<b>2,856</b>	<b>2,761</b>

### **Housing Investment Programme (HIP)**

- 6.5 The capital programme for the period 2025/26 – 2027/28 has been derived using the results and analysis of the rolling stock condition survey.
- 6.6 This analysis allows the Council to focus the resources of the HRA on 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.

6.7 The indicative HRA Capital Programme has been amended since it was presented to Cabinet on 16<sup>th</sup> January 2025 to include currently known budget carry forwards from 2024/25. If further carry forwards are identified, they will be included in the outturn report when actual spend for 2024/25 has been determined.

6.8 A summary of the programme is shown at Table 13 and detailed at Appendix B.

**Table 13 – HRA Capital Programme Summary**

	<b>2024/25 Carry Forwards</b>	<b>2025/26 Proposed Budget</b>	<b>2026/27 Indicative Budget</b>	<b>2027/28 Indicative Budget</b>
<b>Expenditure</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
Energy Efficiency Initiatives	0	5,172	5,227	5,172
Vehicle Purchase	0	423	221	238
New Build Programmes	2,434	12,700	4,000	3,000
Refurbishment & Improvement Works	317	3,513	2,570	2,570
Scheduled Works	41	6,761	5,782	5,782
Disabled Adaptations	50	360	378	378
<b>HRA Budget</b>	<b>2,842</b>	<b>28,929</b>	<b>18,178</b>	<b>17,140</b>
<b>Financing:</b>				
Capital Receipts	2,434	8,700	4,000	3,000
Grants and Contributions	0	6,000	2,000	2,000
Reserves	408	14,229	12,178	12,140
<b>Total Financing</b>	<b>2,842</b>	<b>28,929</b>	<b>18,178</b>	<b>17,140</b>

## **7 CAPITAL FINANCING**

7.1 The General Fund Capital Programme is detailed at Appendix B. The proposed schemes will be funded by a combination of external grants, earmarked reserves and internal borrowing. Ongoing reduction of reserve balances means the Council will need to continue to use internal borrowing to fund some elements of the capital programme.

7.2 There has been a strategy over the last 2 years to dispose of surplus assets in order to generate capital receipts. To date, approximately £3m of capital receipts has been generated. The receipts will fund some projects in the capital programme. However, this will not be sufficient to avoid internal borrowing in either the short or medium term.

7.3 The HRA Capital Programme is included at Appendix B and is proposed to be financed from HRA earmarked reserves. This is affordable without the need for borrowing because the HRA is able to create an in-year operating surplus which contributes towards the Major Repairs Reserve thereby maintaining a healthy reserve level. The contribution to the Major Repairs Reserve in 2025/26 is £3.714m.

## **General Fund**

7.4 The General Fund Capital Programme for 2025/26 will be financed from the following:

- £1.176m Capital Receipts Reserve
- £0.975m Grants and Contributions
- £1.134m Local Priorities Reserve
- £0.350m Property Maintenance Reserve
- £0.111m ICT Reserve

7.5 At the time of compiling this report, the £0.975m grant funding for Disabled Facilities Grants has not been confirmed but is anticipated as part of the settlement. Consequently the financing or level of the 2025/26 investment may need to be amended when the level of grant funding is confirmed.

## **Housing Revenue Account (HRA)**

7.6 The HRA capital programme for 2025/26 is proposed to be financed from the following:

- £8.700m Capital Receipts Reserve
- £6.000m Grant Funding
- £14.229m Major Repairs Reserve

## **8 RESERVES AND BALANCES**

8.1 In accordance 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 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.

8.2 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.

8.3 A summary of the proposed reserve movements to fund the General Fund Revenue and Capital Budgets are set out at Table 14 below. Full details of the General Fund Reserves can be found at Appendix C.

**Table 14 – Proposed General Fund Revenue Reserve Movements**

<b>Reserve Heading</b>	<b>2025/26 £000</b>	<b>2026/27 £000</b>	<b>2027/28 £000</b>
Climate Change Reserve	363	0	0
ICT Reserve	(132)	0	0
Local Priorities Reserve	(3,506)	(1,968)	(1,580)
Markets Reserve	50	0	0
Invest to Save	(37)	0	0
Property Maintenance	1,572	0	0
Leisure & Community	100	0	0
Pension movement (former employees)	(31)	(31)	(31)
Building Control Reserve	(30)	(27)	(26)
Football 3G Pitch	25	25	25
Special Expense	186	198	210
Waste Services Reserve	837	0	0
Food Waste	(1,371)	0	0
<b>Total Movement</b>	<b>(1,974)</b>	<b>(1,803)</b>	<b>(1,402)</b>

8.4 The following paragraphs set out the reasons for major uses of either new reserves established or those that have had additional resources added:

- **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 has been used for the following:
  - upgrading lighting at Grantham Meres Leisure Centre,
  - electric Grounds Maintenance equipment
  - upgrading of the boiler control panel at Bourne Corn Exchange
  - swimming pool covers at Bourne and Stamford Leisure Centres

The additional resources have been added to the reserve to support future initiatives and a work programme relating to its use is monitored by the Environment OSC. It is proposed that the balance of this reserve is increased to £500k in order to provide further resources to fund future projects. Proposals to widen the remit of this reserve to fund other initiatives will be presented to the Environment OSC during 2025.

- **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 £0.455m and £3m from the 2023/24 closedown after a full review of the appeals provision on business rates have been transferred to the Local Priorities Reserve. Along with these, it is proposed that the Business Rates Volatility Reserve be closed down because the Budget Stabilisation Reserve

can be used to manage any fluctuations in business rates collection. This will provide an immediate increase to the balance of the Reserve but no further receipts are expected as New Homes Bonus will cease after 2025/26.

It is proposed to allocate £1.1m of this reserve to the 2025/26 capital programme including: £0.9m for vehicle replacement; £0.1m Refurbishment of Play Parks and £0.1m Finance system. It is further proposed to transfer £2m to the Property Maintenance Reserve to deal with the backlog maintenance issues.

- **Markets Reserve** – this Reserve has been established to support the continued regeneration of the markets and to deliver specific actions as set out in the Markets Action Plan that has been developed. An allocation of £50k has been made for the establishment of this reserve.
- **Leisure & Community Reserve** – an additional £100k has been added to this reserve bringing the amount to £300k to enable it to be widened in order to support both leisure and community projects across the district.
- **Waste Services Reserve** – this Reserve has been established from the packaging Extended Producer Responsibility payment recently announced by Government. The payment is a one-off grant that has been received in 2025/26 in order to support the implementation of the new legislation as set out in the Environment Act 2021.
- **Food Waste Reserve** – this Reserve has been established from a grant announced by Government in March 2024 to support capital expenditure to establish a food waste kerbside collection service by 1<sup>st</sup> April 2026. The one-off funding allocation of £1.371m has been calculated by Government as the necessary resources to fund the purchase of food waste caddies for each household and the necessary additional twelve food waste freighters. In order to ensure the operational go live date of April 2026, it will be necessary to commence the procurement in the coming weeks.
- **Business rate Volatility Reserve** – this reserve was created to deal with fluctuations in business rates collection which could move between surplus and deficits across financial years. The reserve would be used to balance the budget in years where there are collection fund deficits to help provide a stable budget position. Given the healthy balance on the budget stabilisation reserve which is held for a similar purpose for the council as a whole it is felt the Business Rates Volatility Reserve can be closed down and funds transferred into the Local Priorities Reserves.

- 8.5 There are a number of specific reserves to assist in the delivery of HRA services, which are used to fund both revenue and capital expenditure. In addition, the HRA has a specific working balance which provides financial resilience to the HRA should any significant unforeseen costs arise during the financial year.

- 8.6 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 C.

**Table 15 - Budgeted HRA Reserve Movements**

<b>Reserve Heading</b>	<b>2025/26 £000</b>	<b>2026/27 £000</b>	<b>2027/28 £000</b>
Priorities Reserve	(100)	(100)	(100)
Working Balance	1,224	320	383
Capital Receipts Reserve	(7,634)	(555)	445
Major Repairs Reserve	(6,742)	(2,165)	(1,565)
<b>Total Movements</b>	<b>(13,252)</b>	<b>(2,500)</b>	<b>(837)</b>

- The Priorities Reserve is used to fund HRA service priorities. It is proposed that £100k of the reserve will be used to fund New Build Feasibility studies.
- The Capital Receipts Reserve movements shown at Table 17 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 (£14.504m) will be used to contribute towards the 2025/26 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. As at 31 March 2024, the outstanding debt is £79.769m. 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 2025/26 this contribution is £3.714m. It is prudent that this reserve has a minimum balance of £9m to ensure improvement works can continue on the housing stock.



## **9 Statement by the Chief Finance Officer (s151 Officer)**

- 9.1 The Council's Chief Finance Officer is required to comment on the robustness of the budget estimate and the adequacy of the proposed financial reserves in accordance with the requirements of the Local Government Act 2003. The estimates are considered robust. Employee costs are based on the approved establishment, contractual inflation is included, there is a reasonable provision for inflation, interest income is based on the advice of the Council's treasury management advisors and income targets are considered to be achievable.
- 9.2 The draft General Fund budgets are protected by a number of reserves that ensure the Council has sufficient financial cover should unforeseen events cause the operating costs to exceed those of the budgeted levels. Primarily these are the Working Balance and the Budget Stabilisation Reserve. The Budget Stabilisation Reserve is an important component of ensuring the Council has the financial resilience to meet the financial impact of inflation, the impact of demand on Council services due to external influences such as cost of living pressures on residents and the costs associated with the employee pay awards. There is currently no proposal to use the Budget Stabilisation Reserve for the next 3 financial years however this will be kept under review when considering the response to the financial outlook that will be presented by Government in Spring 2025.
- 9.3 The draft HRA budgets do not require any financing from reserves over the three year period. The proposed capital programme is both ambitious and significant in value. Over the three year period, the proposed expenditure is £64m. This level of expenditure is not sustainable and will need to reduce over the medium term in order for the funding to be affordable within the HRA 30 year business plan.

## **10 Treasury Management Strategy Statement and Capital Strategy**

- 10.1 The CIPFA Treasury Management Code defines treasury management activities as: *"The management of the local authority's investments and cashflows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risk"*.
- 10.2 The TMSS sets out the counterparties that the Council will invest with and the limits of investment with each counterparty. There are no proposed changes to the limits contained in the 2024/25 Strategy.
- 10.3 The Council needs to adhere to the CIPFA Treasury Management and Prudential Codes when preparing the Treasury Management Strategy Statement (TMSS) and Annual Investment Strategy (AIS) reports, and also related reports during the financial year.
- 10.4 In addition to the TMSS, the Council is also required to produce quarterly treasury update reports and an annual treasury report which are presented to the

Governance and Audit Committee for approval.

- 10.5 The draft Strategy included at Appendix F has been presented to Governance and Audit Committee on 22<sup>nd</sup> January 2025 for consideration prior to be being presented to Council for approval.
- 10.6 The Capital Strategy has also been amended and updated and is provided in detail at Appendix I. The Strategy sets out the strategic framework of capital investment, capital financing and treasury management activity and how they support the delivery of the Corporate Plan and service provision.

## 11 Collection Fund

- 11.1 All relevant transactions associated with Council Tax and National Non-Domestic Rates (NNDR) are shown in the Collection Fund.
- 11.2 To comply with CIPFA's Accounting Code of Practice, Councils are required to forecast the outturn on the Collection Fund as at 31 March each year in order to distribute this amount to precepting bodies and Central Government in the following financial year.
- 11.3 Any surplus or deficit arising from Council Tax transactions is shared between South Kesteven District Council, Lincolnshire County Council and Lincolnshire Police and Crime Commissioner (the precepting bodies) in proportion to their demands on the Collection Fund.
- 11.4 Any surplus or deficit arising from Business Rates transactions is shared between Central Government (50%), South Kesteven District Council (40%) and Lincolnshire County Council (10%).
- 11.5 A breakdown of the surplus distribution for Council Tax and Business Rates is detailed in Table 16.

**Table 16 – collection fund distribution summary**

	<b>Council Tax</b>	<b>Business Rates</b>
	<b>£'000</b>	<b>£'000</b>
South Kesteven District Council	4	1,400
Lincolnshire County Council	27	350
Lincolnshire Police and Crime Commissioner	5	0
Central Government	0	1,750
<b>Total</b>	<b>36</b>	<b>3,500</b>

## 12 Reasons for the Recommendations

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

## **13 Consultation**

- 13.1 The Budget Joint OSC met on 14<sup>th</sup> January 2025 and debated all aspects of the budget proposals for both General Fund and HRA. The recommendations from the Budget Joint OSC were considered by Cabinet on 16<sup>th</sup> January 2025. Cabinet approved the consultation for the proposed Council Tax level for the District Council for 2025/26 and the findings of the consultation were presented to Cabinet on 11<sup>th</sup> February 2025.

## **14 Appendices**

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

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

Appendix C – Reserves Statement – GF & HRA

Appendix D – Risk Register

Appendix E – Equality Impact Assessment

Appendix F – Treasury Management Strategy

Appendix G – Charging Policy

Appendix H – Fees and Charges

Appendix I – Capital Strategy

Appendix J – Council Tax Resolution

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# Appendix A

## Appendix A

### 2025/26 - 2027/28 General Fund Revenue Summary

	Description	2025/26 Proposed Budget £'000	2026/27 Indicative Budget £'000	2027/28 Indicative Budget £'000
1	<b>Corporate, Governance &amp; Public Protection</b>			
	Corporate Management	667	707	720
	Legal & Democratic	1,626	1,635	1,923
	Public Protection	1,487	1,521	1,535
	Human Resources & Organisational Development	483	489	493
		<b>4,263</b>	<b>4,352</b>	<b>4,671</b>
2	<b>Finance, Property &amp; Waste Services</b>			
	Finance	1,827	1,885	1,943
	Finance Management	269	274	279
	ICT Services	1,831	1,861	1,890
	Property Service	2,572	1,232	1,212
	Revenues, Benefits, Customer & Community Services	1,272	1,315	1,348
	Waste & Markets	3,755	3,889	4,027
		<b>11,526</b>	<b>10,456</b>	<b>10,699</b>
3	<b>Growth &amp; Culture</b>			
	Arts & Culture	1,661	1,724	1,780
	Building Control	106	103	103
	Communications	291	294	299
	Culture & Leisure Management	172	176	179
	Development & Policy	507	771	526
	Economic Development	368	353	361
	Growth Management	371	378	385
	Leisure	2,170	2,060	2,095
	Parks & Open Spaces	562	566	571
	Street Scene	2,019	2,047	2,114
		<b>8,227</b>	<b>8,472</b>	<b>8,413</b>
4	<b>Housing &amp; Projects</b>			
	Centralised & Business Support	537	542	549
	Corporate Projects & Performance	493	478	488
	Health & Safety	128	131	133
	Housing Services	768	480	451
		<b>1,926</b>	<b>1,631</b>	<b>1,621</b>
5	HRA recharge	(2,960)	(2,976)	(2,992)
6	Drainage Rates	1,026	1,077	1,131
	<b>Net Cost Of Service</b>	<b>24,008</b>	<b>23,012</b>	<b>23,543</b>
	<b>Financing and Investment</b>			
7	Depreciation	(4,537)	(4,623)	(4,697)
8	Investment Income	(781)	(706)	(631)
9	Minimum Revenue Provision	271	546	533
10	Revenue Contribution to Capital	2,087	1,020	769
11	Transfer to/from Earmarked Reserves	(445)	(1,803)	(1,302)
		<b>20,603</b>	<b>17,446</b>	<b>18,215</b>

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# Appendix A

## APPENDIX A

### 2025/26 - 2027/28 General Fund Revenue Summary

Description	2024/25 Original Budget	2025/26 Proposed Budget	2026/27 Indicative Budget	2027/28 Indicative Budget
	£'000	£'000	£'000	£'000
<b>Directorate</b>				
Corporate, Governance & Public Protection	4,037	4,263	4,352	4,671
Finance, Property & Waste Services	9,532	11,526	10,456	10,699
Growth & Culture	10,520	8,227	8,472	8,413
Housing & Projects	1,453	1,926	1,631	1,621
HRA recharge	(2,942)	(2,960)	(2,976)	(2,992)
Drainage Rates	947	1,026	1,077	1,131
<b>Net Cost of Services</b>	<b>23,547</b>	<b>24,008</b>	<b>23,012</b>	<b>23,543</b>
<b>Financing and Investment</b>				
Depreciation	(4,450)	(4,537)	(4,623)	(4,697)
Investment Income	(914)	(781)	(706)	(631)
Minimum Revenue Provision	281	271	546	533
Revenue Contribution to Capital	3,679	2,087	1,020	769
Transfer to/from Earmarked Reserves	(2,399)	(445)	(1,803)	(1,302)
<b>Net Budget Requirement</b>	<b>19,744</b>	<b>20,603</b>	<b>17,446</b>	<b>18,215</b>
<b>Funding</b>				
Business Rates	(6,801)	(7,189)	(6,190)	(6,417)
Collection Fund (Surplus)/Deficit - Business Rates	432	(1,400)	0	0
Council Tax	(9,141)	(9,495)	(9,867)	(10,251)
Collection (Surplus)/Deficit - Council Tax	0	(4)	0	0
<b>Grant Income</b>				
Rural Services Grant	(401)	0	0	0
Services Grant	(25)	0	0	0
Revenue Support Grant	(153)	(195)	(605)	(558)
Funding Guarantee Grant	(1,110)	(1,188)	0	0
New Homes Bonus	(564)	(474)	0	0
UK Shared Prosperity Fund	(1,981)	0	0	0
pEPR Payment	0	(837)	0	0
NIC Funding	0	(151)	0	0
IDB Funding	0	(80)	0	0
<b>Total Funding</b>	<b>(19,744)</b>	<b>(21,013)</b>	<b>(16,662)</b>	<b>(17,226)</b>
Surplus contribution to reserve	0	410	0	0
<b>(Surplus) / Deficit</b>	<b>0</b>	<b>0</b>	<b>784</b>	<b>989</b>

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# Appendix A

Details	Cost £'000	Recurring/ One Off	Details
Drainage Board Rates	79	Recurring	Additional precept required to meet the expected additional costs from Internal Drainage Boards across South Kesteven
Insurance	44	Recurring	Above inflationary increase expected across the all insurance categories - Public, Motor, Property etc
Customer Service Centre Grantham	28	Recurring	Operational and running costs for the new customer service centre.
External Audit	15	Recurring	Additional budget as the External Audit fee has increased in accordance with national fee structure
Conduit Lane Public Conveniences	12	Recurring	Budget for utilities, cleaning materials and security arrangements
Apprenticeship Levy	10	Recurring	Additional budget to support the levy rate applied to the salary costs
Turnpike Close Depot (additional costs)	27	Recurring	Pro rata Budget for maintenance and operational costs for the new depot
Local Plan	216	Recurring	Additional budget for the consultancy and legal costs to deliver statutory consultation and examination of the Local Plan.
Single Person Discount	9	Recurring	Budget to contribute towards an annual review of SPD claimants. The savings generated that offset the costs are already included in the budget.
Homelessness Support Officer	45	Recurring	Additional post to deliver critical support services that relate to statutory homelessness legislation
Domestic Abuse Role	45	Recurring	Request to make the funding available for the continuation of the Domestic Abuse Officer role should external funding not be available
Permanent Welfare Team	37	Recurring	Existing Cost of Living Team to be relaunched as the Welfare Team to provide specific support to vulnerable residents
Licensing Support Officer	28	Recurring	Request for a new post of Licensing Support Officer which would provide support to the existing team
Degree Apprenticeships	28	Recurring	Two additional degree apprenticeship roles working in 'difficult to recruit' services targeted towards a younger demographic of talented individuals (i.e. promoted in local schools as an alternative to University) and therefore in support of work being done to mitigate against the risks of the aging demographic of the Council's workforce
Empty Homes Officer	18	Recurring	New post to work alongside and coordinate the activities of the Empty Homes Working Group and undertake the full range of duties in relation to Empty Homes

Details	Cost £'000	Recurring/ One Off	Details
Depot Fit Out	500	One Off	Additional mobilisation and fit out works to facilitate the operational use of the new site. Main costs relate to Workshop, Furnishings and ICT provision
Backlog Maintenance	1,000	One Off	A stock condition survey is being undertaken on corporate property assets to identify known maintenance backlogs. This additional budget is required to fund the outcomes from the survey findings
Homelessness Emergency Accommodation	300	One Off	Additional budget required due to increased pressure on emergency accommodation, needs based on prior year actuals, supported by additional Government grant award
Leisure SK Fee Request	150	One Off	Request from LSK to support the cash position on transition to the new Agency model
Grantham Town Events®	127	One Off	Budget to provide a programme of events in the Marketplace/town centre. The proposed programme will show the versatility of the marketplace space, its accessibility for all and it will assist in highlighting the diverse use of the space to other potential users
Grantham Canal Flood Defence Works	100	One Off	A full survey is being undertaken on the South Bank of the canal that is within the responsibility of the Council. This additional budget is required to fund the outcomes from the survey findings
SK House Refurbishment	30	One Off	Additional budget required for the refurbishment of the Kitchen and Toilets in SK House
Equipment Modification – Grounds Maintenance	37	One Off	Additional budget is required after a review of existing equipment identified that replacements are required as well as new equipment to maintain longer meadow type grass to support the maintenance of existing meadows and the Council's future rewilding ambitions
Garden Village Consultancy	30	One Off	Additional budget to fund consultancy costs to support the Garden Village application (Spitalgate)
Replanting and Woodland Initiatives	25	One Off	A new budget to fund a programme of tree works and woodland initiatives to be undertaken
Economic Development Project Support Officer	44	One Off	A twelve-month extension of the budget for an existing temporary Project Support posts within the Economic Development Team
Grantham Town Centre Engagement Manager	38	One Off	An eight month extension of the budget for the role of Grantham Town Engagement Manager from August 2025 – March 31st 2026

# Appendix A

## Appendix A

### 2025/26 - 2027/28 HRA Revenue Summary

	Description	2024/25 Current Budget	2025/26 Proposed Budget	2026/27 Indicative Budget	2027/28 Indicative Budget
	<b>Expenditure</b>				
1	Repairs and Maintenance	11,005	10,617	10,592	10,891
2	Supervision and Management - General	2,719	2,481	2,681	2,681
3	Supervision and Management - Special	1,966	2,257	1,977	1,977
4	Depreciation and Impairment of Fixed Assets	4,062	4,180	4,299	4,344
5	Debt Management Expenses	35	36	37	38
6	Provision for Bad Debts	201	206	212	218
7	Support Recharge from General Fund	2,942	3,031	3,122	3,216
8	<b>Total Expenditure</b>	<b>22,930</b>	<b>22,808</b>	<b>22,920</b>	<b>23,365</b>
	<b>Income</b>				
9	Dwelling Rents	(28,916)	(29,856)	(31,165)	(32,170)
10	Non Dwelling Rents	(356)	(322)	(299)	(376)
11	Charges for Services and Facilities	(721)	(916)	(916)	(934)
12	Other Income	(17)	(18)	(19)	(20)
13	<b>Total Income</b>	<b>(30,010)</b>	<b>(31,112)</b>	<b>(32,399)</b>	<b>(33,500)</b>
14	<b>Net Cost of HRA Services</b>	<b>(7,080)</b>	<b>(8,304)</b>	<b>(9,479)</b>	<b>(10,135)</b>
15	Interest Payable and Similar Charges	2,140	2,043	1,945	1,847
16	Interest and Investment Income	(660)	(1,798)	(1,623)	(1,448)
17	<b>Net Position Before Reserve Movements</b>	<b>(5,600)</b>	<b>(8,059)</b>	<b>(9,157)</b>	<b>(9,736)</b>
18	<b>Movement on the HRA Reserve Balance</b>				
19	<b>Housing Revenue Account Balance at start of Year</b>	<b>2,296</b>	<b>1,606</b>	<b>2,829</b>	<b>3,150</b>
20	Net position as at 31 March	5,600	8,059	9,157	9,736
21	Repayment of Principal	(3,222)	(3,222)	(3,222)	(3,222)
22	HRA Priority Reserve Transfer	277	100	100	100
23	Major Repairs Reserve Transfer	(3,345)	(3,714)	(5,714)	(6,231)
24	<b>Housing Revenue Account Balance at end of Year</b>	<b>1,606</b>	<b>2,829</b>	<b>3,150</b>	<b>3,533</b>
		1,607	2,834	3,165	3,565
25	<b>Major Repairs Reserve Balance at Start of Year</b>	<b>18,718</b>	<b>12,376</b>	<b>5,767</b>	<b>3,602</b>
26	Depreciation & MRR Transfer	7,407	7,895	10,013	10,575
27	Capital Financing & Loan Repayment	(13,749)	(14,504)	(12,178)	(12,140)
28	<b>Major Repairs Reserve Balance at End of Year</b>	<b>12,376</b>	<b>5,767</b>	<b>3,602</b>	<b>2,037</b>
29	<b>Working Balance</b>	<b>1,606</b>	<b>2,829</b>	<b>3,150</b>	<b>3,533</b>

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## 2025/26 - 2027/28 General Fund Capital Programme and Financing Statement

	Description	Proposed Funding Source	2024/25 Carry Forwards £000	2025/26 Proposed Budget £000	2026/27 Indicative Budget £000	2027/28 Indicative Budget £000
	<b>Corporate, Governance and Public Protection</b>					
1	Disabled Facilities Grant	Grant	0	975	975	975
2	CCTV	Local Priorities Reserve	0	56	0	0
			<b>0</b>	<b>1,031</b>	<b>975</b>	<b>975</b>
	<b>Finance, Property and Waste Services</b>					
3	Street Scene Vehicle Procurement	Capital Receipts	583	743	356	452
4	Wheelie Bin Replacements	Capital Receipts	0	145	155	165
5	Vehicle Replacement Programme	Local Priorities Reserve	0	878	920	769
6	Bulky Waste Collection Vehicle	Capital Receipts	0	48	0	0
7	Waste Service In-Cab System	ICT Reserve	0	43	0	0
8	Food Waste	Food Waste Reserve	1,371	0	0	0
9	Council Chamber Audio Equipment	ICT Reserve	0	68	0	0
10	Wharf Road, Grantham Car Park	Property Reserve / Capital Receipts	0	350	350	300
11	Cattle Market Stamford	Local Priorities Reserve	450	0	0	0
12	Planned Refurbishment and M & E	Capital Receipts	220	0	0	0
13	Deepings Community Centre Roof	Capital Receipts	150	0	0	0
14	Depot Development	Borrowing	5,667	0	0	0
15	Guildhall Arts Centre Roof	Property Reserve / Capital Receipts	128	0	0	0
16	Cycle Shelter and Changing Facilities	Local Priorities Reserve	40	0	0	0
17	New Finance System	Local Priorities Reserve	0	100	0	0
			<b>8,609</b>	<b>2,375</b>	<b>1,781</b>	<b>1,686</b>
	<b>Growth &amp; Culture</b>					
18	Play Parks	Local Priorities Reserve	0	100	100	100
19	LeisureSK Ltd Equipment	Capital Receipts	0	240	0	0
			<b>0</b>	<b>340</b>	<b>100</b>	<b>100</b>
	<b>Housing and Projects</b>					
20	Decarbonisation Scheme	Local Priorities Reserve and Grant	2,824	0	0	0
			<b>2,824</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>21</b>	<b>Total General Fund Capital Programme</b>		<b>11,433</b>	<b>3,746</b>	<b>2,856</b>	<b>2,761</b>
	<b>General Fund Financed By:</b>					
22	Borrowing		5,667	0	0	0
23	Capital Grants and Contributions		3,703	975	975	975
24	Reserves		1,060	1,595	1,020	869
25	Useable Capital Receipts		1,003	1,176	861	917
<b>26</b>	<b>Total General Fund Capital Programme Financing</b>		<b>11,433</b>	<b>3,746</b>	<b>2,856</b>	<b>2,761</b>

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## 2025/26 - 2027/28 HRA Capital Programme and Financing Statement

	Description	Funding Source	2024/25 Carry Forwards £000	2025/26 Proposed Budget £000	2026/27 Indicative Budget £000	2027/28 Indicative Budget £000
1	<b>Energy Efficiency Initiatives</b> Central Heating, Ventilation and boiler replacements	Major Repairs Reserve	0	1,172	1,227	1,172
2	Decarbonisation Works	Grant/Major Repairs Reserve	0	4,000	4,000	4,000
			<b>0</b>	<b>5,172</b>	<b>5,227</b>	<b>5,172</b>
3	<b>Purchase of Vehicles</b> Repairs Vehicles	Major Repairs Reserve	0	423	221	238
			<b>0</b>	<b>423</b>	<b>221</b>	<b>238</b>
4	<b>New Build Programme</b> Housing Development Investment	Capital Receipts Reserve / Grant	2,434	12,700	4,000	3,000
			<b>2,434</b>	<b>12,700</b>	<b>4,000</b>	<b>3,000</b>
	<b>Refurbishment and Improvement - Compliance Works</b>					
5	Re-wiring	Major Repairs Reserve	0	500	504	504
6	Lifts	Major Repairs Reserve	0	240	252	252
7	Alarms	Major Repairs Reserve	317	375	315	315
8	Fire Protection	Major Repairs Reserve	0	2,000	1,143	1,143
9	Compliance works	Major Repairs Reserve	0	150	84	84
10	Tunstall Upgrades	Major Repairs Reserve	0	248	272	272
			<b>317</b>	<b>3,513</b>	<b>2,570</b>	<b>2,570</b>
11	<b>Other Works</b> Disabled Adaptations	Major Repairs Reserve	50	360	378	378
			<b>50</b>	<b>360</b>	<b>378</b>	<b>378</b>
12	<b>Scheduled Works</b> Re-roofing	Major Repairs Reserve	0	1,920	1,260	1,260
13	Exterior Refurbishment	Major Repairs Reserve	0	250	168	168
14	Kitchen Refurbishment	Major Repairs Reserve	0	1,096	1,017	1,017
15	Bathroom Refurbishment	Major Repairs Reserve	0	873	832	832
16	Doors & Windows	Major Repairs Reserve	0	2,106	1,513	1,513
17	Communal Rooms	Major Repairs Reserve	41	72	76	76
18	Door Entry systems	Major Repairs Reserve	0	80	84	84
19	External Wall Finishes	Major Repairs Reserve	0	164	580	580
20	Structural Refurbishment	Major Repairs Reserve	0	200	252	252
			<b>41</b>	<b>6,761</b>	<b>5,782</b>	<b>5,782</b>
<b>21</b>	<b>Total HRA Capital Programme</b>		<b>2,842</b>	<b>28,929</b>	<b>18,178</b>	<b>17,140</b>
	<b>HRA FINANCED BY:</b>					
22	HRA Capital Receipts Reserve		2,434	8,700	4,000	3,000
23	Grants and Contributions		0	6,000	2,000	2,000
24	Major Repairs Reserve		408	14,229	12,178	12,140
<b>25</b>	<b>Total HRA Capital Programme Financing</b>		<b>2,842</b>	<b>28,929</b>	<b>18,178</b>	<b>17,140</b>

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**2025/26 - 2027/28 General Fund Reserves Statement**

		Balance at 31 March 2024	Forecast Movement	Forecast Balance 31 March 2025	Forecast Movement	Forecast Balance 31 March 2026	Forecast Movement	Forecast Balance 31 March 2027	Forecast Movement	Forecast Balance 31 March 2028
61	<b>Discretionary Reserves</b>									
	1 Climate Change	421	(284)	137	363	500	0	500	0	500
	2 Training and Development	15	0	15	0	15	0	15	0	15
	3 Street Scene	296	(10)	286	0	286	0	286	0	286
	4 ICT investment	251	(31)	220	(132)	88	0	88	0	88
	5 Local Priorities Reserve	5,803	1,493	7,296	(3,506)	3,790	(1,968)	1,822	(1,580)	242
	6 Market Reserve	0	0	0	50	50	0	50	0	50
	7 Invest to Save	803	(500)	303	(37)	266	0	266	0	266
	8 Housing Delivery	418	(260)	158	0	158	0	158	0	158
	9 Property Maintenance	1,178	(229)	949	1,572	2,521	0	2,521	0	2,521
	10 A1 Litter	60	0	60	0	60	0	60	0	60
	11 Leisure & Community Reserve	200	0	200	100	300	0	300	0	300
	12 Leisure Reserve	850	0	850	0	850	0	850	0	850
	13 Regeneration	764	(656)	108	0	108	0	108	0	108
	14 Food Waste Reserve	0	1,371	1,371	(1,371)	0	0	0	0	0
	15 Waste Services Reserve	0	0	0	837	837	0	837	0	837
		<b>11,059</b>	<b>894</b>	<b>11,953</b>	<b>(2,124)</b>	<b>9,829</b>	<b>(1,968)</b>	<b>7,861</b>	<b>(1,580)</b>	<b>6,281</b>
	<b>Governance Reserves</b>									
	16 Insurance Reserve	211	0	211	0	211	0	211	0	211
	17 Pensions Reserve - Former Employees	244	(31)	213	(31)	182	(31)	151	(31)	120
	18 Budget Stabilisation	2,881	750	3,631	0	3,631	0	3,631	0	3,631
	19 Business Rates Volatility Reserve	1,291	(1,291)	0	0	0	0	0	0	0
	20 Revenue Grants Carried Forwards	164	(55)	109	0	109	0	109	0	109
	21 Building Control	62	(28)	34	(30)	4	(27)	(23)	(26)	(49)
	22 Football 3G Pitch	175	25	200	25	225	25	250	25	275
	23 Special Expense Area Reserve	186	76	262	186	448	198	646	210	856
	24 Flood Reserve	30	0	30	0	30	0	30	0	30
		<b>5,244</b>	<b>(554)</b>	<b>4,690</b>	<b>150</b>	<b>4,840</b>	<b>165</b>	<b>5,005</b>	<b>178</b>	<b>5,183</b>
	<b>25 Total General Revenue Reserves</b>	<b>16,303</b>	<b>340</b>	<b>16,643</b>	<b>(1,974)</b>	<b>14,669</b>	<b>(1,803)</b>	<b>12,866</b>	<b>(1,402)</b>	<b>11,464</b>

		Balance at 31 March 2024	Forecast Movement	Forecast Balance 31 March 2025	Forecast Movement	Forecast Balance 31 March 2026	Forecast Movement	Forecast Balance 31 March 2027	Forecast Movement	Forecast Balance 31 March 2028
26	Government Grants Received	2,268	(952)	1,316	0	1,316	0	1,316	0	1,316
27	Working Balance	6,675	(4,000)	2,675	0	2,675	(866)	1,809	(1,071)	738
28	Total Revenue Reserves	25,246	(4,612)	20,634	(1,974)	18,660	(2,669)	15,991	(2,473)	13,518
	<b>Capital Reserve</b>									
29	General Fund Capital Reserve	52	0	52	0	52	0	52	0	52
30	Useable Capital Receipts Reserve	3,803	438	4,241	(1,804)	2,437	(861)	1,576	(917)	659
31	Total Capital Reserves	3,855	438	4,293	(1,804)	2,489	(861)	1,628	(917)	711
32	Total General Fund Reserves	29,101	(4,174)	24,927	(3,778)	21,149	(3,530)	17,619	(3,390)	14,229

2024/25 - 2026/27 HRA Reserves Statement

		Balance as at 31 March 2024 £000	Forecast Movement £000	Forecast Balance 31 March 2025 £000	Forecast Movement £000	Forecast Balance 31 March 2026 £000	Forecast Movement £000	Forecast Balance 31 March 2027 £000	Forecast Movement £000	Forecast Balance 31 March 2028 £000
	<b>Revenue Reserves</b>									
1	HRA Climate Reserve	100	0	100	0	100	0	100	0	100
2	HRA Priorities Reserve	12,116	(1,918)	10,198	(100)	10,098	(100)	9,998	(100)	9,898
3	Local Authority Housing Fund Reserve	668	(668)	0	0	0	0	0	0	0
4	Working Balance	2,296	(690)	1,606	1,224	2,830	320	3,150	383	3,533
5	<b>Total HRA Revenue Reserves</b>	<b>15,180</b>	<b>(3,276)</b>	<b>11,904</b>	<b>1,124</b>	<b>13,028</b>	<b>220</b>	<b>13,248</b>	<b>283</b>	<b>13,531</b>
	<b>HRA Capital Reserve</b>									
5	HRA Capital Receipts Reserve	12,899	(2,940)	9,959	(7,634)	2,325	(555)	1,770	445	2,215
6	Major Repairs Reserve	18,718	(4,674)	14,044	(6,742)	7,302	(2,165)	5,137	(1,565)	3,572
7	<b>Total HRA Capital Reserves</b>	<b>31,617</b>	<b>(7,614)</b>	<b>24,003</b>	<b>(14,376)</b>	<b>9,627</b>	<b>(2,720)</b>	<b>6,907</b>	<b>(1,120)</b>	<b>5,787</b>
8	<b>Total HRA Reserves</b>	<b>46,797</b>	<b>(10,890)</b>	<b>35,907</b>	<b>(13,252)</b>	<b>22,655</b>	<b>(2,500)</b>	<b>20,155</b>	<b>(837)</b>	<b>19,318</b>

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## Finance Risk Register

## Appendix D

Risk	Likelihood	Impact	Residual Risk Score	Mitigating Action
1. 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.
2. Lack of clarity for funding levels from 2026/27 and beyond	3	3	9 High	The Government announced a one-year settlement for 2025/26. Any changes to the assumed levels will need to be modelled to assess their impact.
3. 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.
4. Increase in bad debts as a result of economic circumstances	3	3	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 2025/26 include an approved budget for asset maintenance and budget carry forwards. 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. 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.

8. 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
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Risk Matrix

Impact	Critical None or very low tolerance to the risk	4	4 Medium	8 High	12 Very High	16 Very High
	Major Some tolerance to the risk	3	3 Medium	6 High	9 High	12 Very High
	Moderate Risk can be tolerated in most cases	2	2 Low	4 Medium	6 High	8 High
	Minor Risk can be tolerated	1	1 Low	2 Low	3 Medium	4 Medium
			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			



### Equality Impact Assessment

### Appendix E

Question	Response
1. Name of policy/funding activity/event being assessed	General Fund and HRA Budget, Council Tax and Rent Setting 2025/26
2. Summary of aims and objectives of the policy/funding activity/event	To set the Council Tax and Rent for 2025/26
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 16 January – 30 January 2025 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 11 February 2025.</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>



<b>Protected Characteristic</b>	<b>Is there a potential for positive or negative impact?</b>	<b>Please explain and give examples of any evidence/data used</b>	<b>Action to address negative impact e.g. adjustment to the policy</b> <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	Council Tax and rent increases will have a negative impact on all residents in the district	
Marriage and Civil Partnership	Yes	Council Tax and rent increases will have a negative impact on all residents in the district	
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	
Religion or Belief	Yes	Council Tax and rent increases will have a negative impact on all residents in the district	
Sex	Yes	Council Tax and rent increases will have a negative impact on all residents in the district	
Sexual Orientation	Yes	Council Tax and rent increases will have a negative impact on all residents in the district	
<b>Other Factors requiring consideration</b>			
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.	The local council tax support scheme will help mitigate the impact of increases to council tax for eligible residents.



			<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>
<b>Carers</b> (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> <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>

## 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



### 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. <b>No barriers</b> identified, therefore activity will <b>proceed</b>	X	
2. <b>Stop</b> the policy or practice because the data shows bias towards one or more groups		
3. <b>Adapt or change</b> the policy in a way that will eliminate the bias		
4. <b>Barriers and impact identified</b> , 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 <b>proceed with caution</b> 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



### Sign off

<b>Name and job title of person completing this EIA</b>	Paul Sutton Interim Head of Finance (Deputy s151)
<b>Officer Responsible for implementing the policy/function etc</b>	As above
<b>Date Completed</b>	24 December 2024
<b>Line Manager</b>	Richard Wyles Deputy Chief Executive s151
<b>Date Agreed</b> <i>(by line manager)</i>	24 December 2024
<b>Date of Review</b> <i>(if required)</i>	Completed Annually

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](mailto: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.

## 2025-26 Treasury Management Strategy Statement

### 1. Introduction

- 1.1 The key recommendations from the revised CIPFA Treasury Management Code of Practice and a revised Prudential Code have been adopted by the Council. This Council, therefore, maintains a Treasury Management Strategy Statement (TMSS) and Annual Investment Strategy (AIS) stating policies, objectives and approach to risk management in its treasury management activities and also related reports during the financial year which are approved by Full Council.
- 1.2 The revised Treasury Management Code requires all investments and investment income to be attributed to one of the following purposes:
- **Treasury Management** - This type of investment represents balances which are only held until the cash is required.
  - **Service Delivery** – Investments held primarily and directly for the delivery of public services including housing, regeneration and local infrastructure. Returns on this category of investment which are funded by borrowing are permitted only in cases where the income is “either related to the financial viability of the project or otherwise incidental to the primary purpose”.
  - **Commercial return** – Investments held primarily for financial return with no treasury management or direct service provision purpose. Risks on such investments should be proportionate to the Council's financial capacity, i.e., that ‘plausible losses’ could be absorbed in budgets or reserves without unmanageable detriment to local services. The Council must not borrow to invest primarily for financial return.
- 1.3 In accordance with the revised Treasury Management Code, the Council has implemented the following guidelines:
- **Adopt a new liability benchmark treasury indicator** to support the financing risk management of the capital financing requirements. This indicator needs to be shown in chart form for a minimum of ten years, with material differences between the liability benchmark and actual loans to be explained;
  - **Long-term treasury investments**, (including pooled funds), are to be classed as commercial investments unless justified by a cash flow business case;
  - **Pooled funds** are to be included in the indicator for principal sums maturing in years beyond the initial budget year;
  - Amendment to the **knowledge and skills register** for officers and members involved in the treasury management function – to be proportionate to the size and complexity of the treasury management conducted by each authority;

- Quarterly reporting to members. Specifically, the Chief Finance Officer (CFO) is required to establish procedures to monitor and report performance against all forward-looking prudential indicators at least quarterly. The CFO is expected to establish a measurement and reporting process that highlights significant actual or forecast deviations from the approved indicators.
  - **Environmental, social and governance (ESG)** issues to be addressed within the Council's treasury management policies and practices (TMP1).
- 1.4 The main requirements of the Prudential Code relating to service and commercial investments are:
- The risks associated with service and commercial investments should be proportionate to their financial capacity, i.e. that plausible losses could be absorbed in budgets or reserves without unmanageable detriment to the Council;
  - The Council must not borrow to invest for the primary purpose of commercial return;
  - It is not prudent for the Council to make any investment or spending decision that will increase the CFR, and lead to new borrowing, unless directly and primarily related to functions of the Council, and where commercial returns are either related to the financial viability of the project or otherwise incidental to the primary purpose;
  - An annual review should be completed to evaluate whether commercial investments should be sold to release funds to finance new capital expenditure or refinance maturing debt;
  - A prudential indicator is required for the net income from commercial and service investments as a proportion of the net revenue stream;
  - Create new Investment Management Practices to manage risks associated with non-treasury investments.
- 1.5 The Council's Capital Strategy or Annual Investment Strategy should include:
- The Council's approach to investments for service or commercial purposes (together referred to as non-treasury investments), including defining the Council's objectives, risk appetite and risk management in respect of these investments, and processes ensuring effective due diligence;
  - An assessment of affordability, prudence and proportionality in respect of the Council's overall financial capacity (i.e. whether plausible losses could be absorbed in budgets and reserves without unmanageable detriment to local services);

- Details of financial and other risks of undertaking investments for service or commercial purposes and how these are managed;
  - Limits on total investments for service purposes and for commercial purposes respectively (consistent with any limits required by other statutory guidance on investments);
  - Requirements for independent and expert advice and scrutiny arrangements (while business cases may provide some of this material, the information contained in them will need to be periodically re-evaluated to inform the Council's overall strategy.
  - State compliance with paragraph 51 of the Prudential Code in relation to investments for commercial purposes, in particular the requirement that an authority must not borrow to invest primarily for financial return.
- 1.6 As this TMSS and AIS deal solely with treasury management investments, the categories of service delivery and commercial investments should be addressed as part of the Capital Strategy report.
- 1.7 As investments in commercial property have implications for cash balances managed by the treasury team a high level summary of the impact that commercial investments have, or may have, will be included if the Council plans to liquidate these investments over the 3 year period that the TMSS and AIS covers.

### Background

- 1.8 The Council is required to operate a balanced budget, which broadly means that cash raised during the year will meet cash expenditure. Part of the treasury management operation is to ensure that this cash flow is adequately planned with cash being available when it is needed. Surplus monies are invested in low risk counterparties or instruments commensurate with the Council's low risk appetite, providing adequate liquidity initially before considering investment return.
- 1.9 The second main function of the treasury management service is the funding of the Council's capital plans. These capital plans provide a guide to the borrowing need of the Council, essentially the longer term cash flow planning to ensure that the Council can meet its capital spending obligations. This management of longer term cash may involve arranging long or short term loans, or using longer term cash flow surpluses. On occasion any debt previously drawn may be restructured to meet Council risk or cost objectives.
- 1.10 The contribution the treasury management function makes to the Authority is critical, as the balance of debt and investment operations ensure liquidity or the ability to meet spending commitments as they fall due, either on day-to-day revenue or for larger capital projects. The treasury operations will see a balance of the interest costs of debt and the investment income arising from cash deposits affecting the available budget. Since cash balances generally result from reserves and balances, it is paramount to ensure adequate security

of the sums invested, as a loss of principal will in effect result in a loss to the General Fund Balance.

1.11 CIPFA defines treasury management as:

*“The management of the local authority’s investments and cash flows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks.”*

1.12 Whilst any commercial initiatives or loans to third parties will impact on the treasury function, these activities are generally classed as non-treasury activities, (arising usually from capital expenditure), and are separate from the day-to-day treasury management activities.

### Reporting Requirements

1.13 The CIPFA 2021 Prudential and Treasury Management Code requires all Council’s to prepare a Capital Strategy report which will provide the following:

- a high level long-term overview of how capital expenditure, capital financing and treasury management activity contribute to the provision of services
- an overview of how the associated risk is managed
- the implications for future financial sustainability

1.14 The aim of the strategy is to ensure that all of the Council’s elected members fully understand the overall long-term policy objectives

1.15 The Council is required to receive and approve, as a minimum, three main reports each year, which incorporate a variety of policies, estimates and actuals.

- **Prudential and treasury indicators and treasury strategy** - The first, and most important report covers:
  - the capital plans (including prudential indicators);
  - a minimum revenue provision (MRP) policy (how residual capital expenditure is charged to revenue over time);
  - the treasury management strategy (how the investments and borrowings are to be organised) including treasury indicators; and
  - an investment strategy (the parameters on how investments are to be managed).
- **A mid year treasury management report** – This will update members with the progress of the capital position, amending prudential indicators as necessary, and whether any policies require revision. In addition to this the quarterly update reports will be produced.



- **An annual treasury report** – This provides details of a selection of actual prudential and treasury indicators and actual treasury operations compared to the estimates within the strategy.

1.16 The above reports are required to be adequately scrutinised which is undertaken by the Governance and Audit Committee. This report is presented to Council for approval in March as part of the budget report.

1.17 In addition to the three reports detailed above, quarterly reporting is also required. These additional reports will be presented to the Governance and Audit Committee for approval.

1.18 **Governance and Audit Committee** – As part of the Committee's terms of reference the above reports are presented for consideration and scrutiny during the year. The Committee also has authority to approve any in year amendments to the Treasury Management Strategy as requested by officers.

### Treasury Management Strategy for 2025-26

1.19 The strategy for 2025-26 covers two main areas:

#### Capital issues

- the capital plans and the prudential indicators;
- the minimum revenue provision (MRP) policy.

#### Treasury management issues

- the current treasury position;
- treasury indicators which limit the treasury risk and activities of the Council;
- prospects for interest rates;
- the borrowing strategy;
- policy on borrowing in advance of need;
- debt rescheduling;
- the investment strategy;
- creditworthiness policy; and
- policy on use of external service providers.

1.20 These elements cover the requirements of the Local Government Act 2003, the CIPFA Prudential Code, Ministry of Housing, Communities and Local Government (MHCLG) MRP Guidance, the CIPFA Treasury Management Code and MHCLG Investment Guidance.

### Training

1.21 The CIPFA Treasury Management Code (the Code) requires the responsible officer to ensure that members with responsibility for treasury management

receive adequate training in treasury management. This especially applies to members responsible for scrutiny.

- 1.22 The Code states that they expect “all organisations to have a formal and comprehensive knowledge and skills or training policy for the effective acquisition and retention of treasury management knowledge and skills for those responsible for management, delivery, governance and decision making”.
- 1.23 The scale and nature of this will depend on the size and complexity of the organisation's treasury management needs. Organisations should consider how to assess whether treasury management staff and board/council members have the required knowledge and skills to undertake their roles and whether they have been able to maintain those skills and keep them up to date.
- 1.24 As a minimum, authorities should carry out the following to monitor and review knowledge and skills:
- Record attendance at training and ensure action is taken where poor attendance is identified.
  - Prepare tailored learning plans for treasury management officers and board/council members.
  - Require treasury management officers and board/council members to undertake self-assessment against the required competencies (as set out in the schedule that may be adopted by the organisation).
  - Have regular communication with officers and board/council members, encouraging them to highlight training needs on an ongoing basis.”
- 1.25 In further support of the revised training requirements, CIPFA's Better Governance Forum and Treasury Management Network have produced a 'self-assessment by members responsible for the scrutiny of treasury management', which is available from the CIPFA website to download.
- 1.26 Training was provided to members of the Governance and Audit Committee by the Council's treasury advisors, MUFG Corporate Markets, on 29 November 2023 and further training is implemented as required. The training needs of treasury officers are periodically reviewed.
- 1.27 A formal record of the training received by officers central to the Treasury function will be maintained by the Senior Accountant. Similarly, a formal record of the treasury management/capital finance training received by members will also be maintained by the Members Services Officer.

### Treasury management consultants

- 1.28 The Council uses MUFG Corporate Markets as its external treasury management advisors.

1.29 The Council recognises that responsibility for treasury management decisions remains with the organisation at all times and will ensure that undue reliance is not placed upon our external service providers.

1.30 It also recognises that there is value in employing external providers of treasury management services in order to acquire access to specialist skills and resources. The Council will ensure that the terms of their appointment and the methods by which their value will be assessed are properly agreed and documented, and subjected to regular review.

## **2 The Capital Prudential Indicators 2025/26 to 2027/28**

### **Introduction**

2.1 The Council's capital expenditure plans are the key driver of treasury management activity. The output of the capital expenditure plans is reflected in prudential indicators, which are designed to assist members' overview and confirm capital expenditure plans.

### **Capital Expenditure and Financing**

2.2 This prudential indicator is a summary of the Council's capital expenditure plans, both those agreed previously, and those forming part of this budget cycle. Members are asked to approve the capital expenditure forecasts:

Capital Expenditure	2023/24 Actual Outturn £m	2024/25 Estimate £m	2025/26 Estimate £m	2026/27 Estimate £m	2027/28 Estimate £m
Non-HRA	4.833	16.437	3.039	2.856	2.661
HRA	14.816	23.718	21.091	18.178	17.140
<b>Total</b>	<b>19.649</b>	<b>40.155</b>	<b>24.130</b>	<b>21.034</b>	<b>19.801</b>

2.3 The table below summarises the above capital expenditure plans and how these plans are being financed by capital or revenue resources. Any shortfall of resources results in a funding borrowing need.

Financing of capital expenditure	2023/24 Actual £m	2024/25 Estimate £m	2025/26 Estimate £m	2026/27 Estimate £m	2027/28 Estimate £m
Capital receipts reserve	3.112	8.395	10.117	4.861	3.917
Grants and Contributions	4.818	13.801	0.975	2.975	2.975
Reserves	11.350	14.826	12.169	13.198	12.909
Net financing need for the year	0.369	3.133	0.869	0	0

The Council's Borrowing Need (the Capital Financing Requirement)

- 2.4 The second prudential indicator is the Council's Capital Financing Requirement (CFR). The CFR is simply the total historic outstanding capital expenditure which has not yet been paid for from either revenue or capital resources. It is essentially a measure of Council's underlying borrowing need. Any capital expenditure above, which has not immediately been paid for, will increase the CFR.
- 2.5 The CFR does not increase indefinitely, as the minimum revenue provision (MRP) is a statutory annual revenue charge which broadly reduces the borrowing need in line with each asset life, and so charges the economic consumption of capital assets as they are used.
- 2.6 The CFR includes any other long-term liabilities (e.g. PFI schemes, finance leases). Whilst these increase the CFR, and therefore the Council's borrowing requirement, these types of schemes include a borrowing facility and so the Council is not required to separately borrow for these schemes. The Council currently has no such schemes within the CFR.
- 2.7 The Council is asked to approve the CFR projections below:

	2023/24 Actual £m	2024/25 Estimate £m	2025/26 Estimate £m	2026/27 Estimate £m	2027/28 Estimate £m
<b>Capital Financing Requirement</b>					
Closing CFR – Non Housing	14.266	15.626	24.524	23.978	23.445
Closing CFR - Housing	86.738	83.516	80.294	77.072	73.850
<b>Total CFR</b>	<b>101.004</b>	<b>99.142</b>	<b>104.818</b>	<b>101.050</b>	<b>97.295</b>

Opening CFR	104.145	101.004	99.142	104.818	101.050
Movement in CFR	(3.140)	(1.862)	5.676	(3.768)	(3.755)

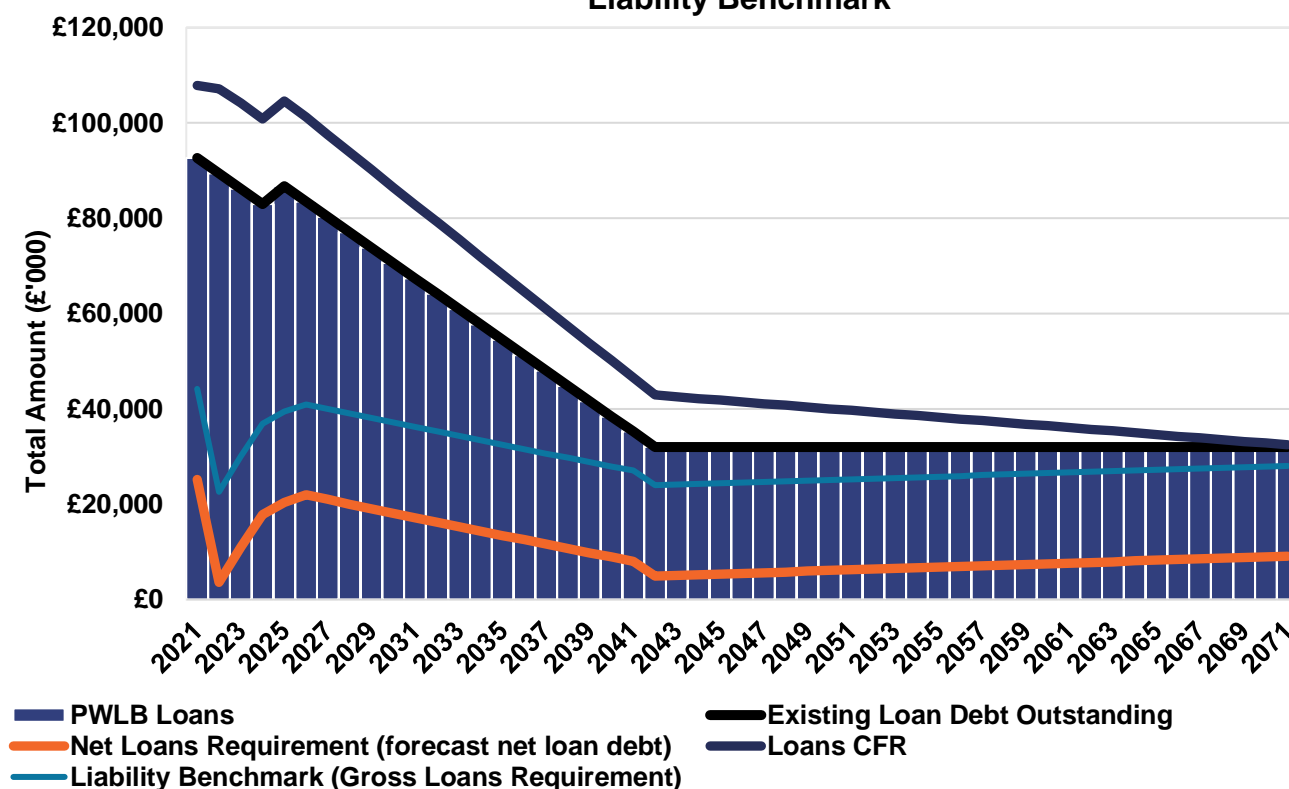
	2023/24 Actual £m	2024/25 Estimate £m	2025/26 Estimate £m	2026/27 Estimate £m	2027/28 Estimate £m
<b>Movement in CFR represented by</b>					
Net financing need for the year	0.369	1.639	9.169	0	0
Repayment of HRA Borrowing	(3.222)	(3.222)	(3.222)	(3.222)	(3.222)
Less MRP/VRP and other financing movements	(0.287)	(0.279)	(0.271)	(0.546)	(0.533)
Movement in CFR	(3.140)	(1.862)	5.676	(3.768)	(3.755)

### **Liability Benchmark**

2.8 The Council is required to estimate and measure the LB for the forthcoming year and the following two years, as a minimum. There are for components to the LB:

- **Existing loan debt outstanding:** the Council's existing loans that are still outstanding in future years.
- **Loans CFR:** this is calculated in accordance with the loans CFR definition in the Prudential Code and projected into the future based on approved prudential borrowing and planned MRP.
- **Net loans requirement:** this will show the Council's gross loan debt less treasury management investments at the last financial year-end, projected into the future and based on its approved prudential borrowing, planned MRP and any other major cash flows forecast.
- **Liability Benchmark** (or gross loans requirement): this equals net loans requirement plus short-term liquidity allowance.

### Liability Benchmark



### Core Funds and Expected Investment Balances

2.9 The application of resources (capital receipts, reserves etc.) to either finance capital expenditure or other budget decisions to support the revenue budget will have an ongoing impact on investments unless resources are supplemented each year from new sources (asset sales etc.). Detailed below are estimates of the year end balances for each resource and anticipated day to day cash flow balances.

Year End Resources	2023/24 Actual £m	2024/25 Estimate £m	2025/26 Estimate £m	2026/27 Estimate £m	2027/28 Estimate £m
General Fund balances	18.571	16.294	15.730	13.927	12.625
Capital reserves – General Fund	3.855	3.066	2.505	1.645	0.728
Capital reserves – HRA	12.899	8.827	2.128	1.573	2.018
HRA reserve	12.884	10.298	10.198	10.098	9.998

Major Repairs Reserve	18.718	12.376	5.767	3.602	2.037
<b>Total Core Funds</b>	<b>66.927</b>	<b>50.861</b>	<b>36.328</b>	<b>30.845</b>	<b>27.406</b>
Working Capital - GF*	6.675	2.675	2.675	1.809	0.738
Working Capital - HRA*	2.296	1.607	2.834	3.165	3.565
<b>Expected Investments</b>	<b>73.420</b>	<b>55.083</b>	<b>44.942</b>	<b>40.567</b>	<b>31,709</b>

Working capital balances shown are estimated year end; these may be higher mid-year.

### 3 Borrowing

- 3.1 The capital expenditure plans set out in Section 2 provide details of the service activity of the Council. The treasury management function ensures that the Council's cash is organised in accordance with the relevant professional Codes, so that sufficient cash is available to meet this service activity. This will involve both the organisation of the cash flow and where capital plans require, the organisation of appropriate borrowing facilities. The strategy covers the relevant treasury / prudential indicators, the current and projected debt positions and the Annual Investment Strategy.

#### Current Portfolio Position

- 3.2 The overall treasury management portfolio as at 31 March 2024 and the position as at 31 December 2024 are shown below for both borrowing and investments.

	<b>Balance at 31 March 2024 £'000</b>	<b>Balance at 31 December 2024 £'000</b>
<b>Deposits with Banks and Financial Institutions</b>		
<b>Banks</b>		
Close Brothers Ltd	10,000	0
Goldman Sachs International Bank	3,000	5,000
Landesbank Hessen-Thuringen Girozentrale (Helaba)	2,000	0
Lloyds Bank Plc	7,000	9,000
NatWest Markets Plc (NRFB)	5,000	0

## Appendix F

Santander UK Plc	10,000	10,000
SMBC Bank International PLC	3,000	8,000
Standard Chartered Bank	9,000	9,000
<b>Building Societies</b>		
Newcastle BS	0	2,000
Principality BS	0	2,000
<b>Local Authorities</b>		
Highland Council	3,000	5,000
Reading Borough Council	0	3,000
Lancashire County Council	0	5,000
<b>Money Market Funds</b>		
Aberdeen Standard	3,420	5,000
LGIM	5,000	5,000
BNP Paribas	5,000	0
CCLA	0	0
Invesco	0	3,054
Deutsche Bank	0	0
Federated Investors (UK)	5,000	510
<b>Property Funds</b>		
CCLA Property Fund	3,000	3,000
<b>Total Treasury Investments</b>	<b>73,420</b>	<b>71,564</b>
<b>External Borrowing</b>		
PWLB	(83,013)	(81,380)
<b>Total External Borrowing</b>		
<b>Net Treasury Investments/(Borrowing)</b>	<b>(9,593)</b>	<b>(9,816)</b>

3.3 The Council's forward projections for borrowing are summarised in the table below. The table shows the actual external debt, against the underlying capital borrowing need, (the Capital Financing Requirement - CFR), highlighting any over or under borrowing.

	2023/24 Actual £m	2024/25 Estimate £m	2025/26 Estimate £m	2026/27 Estimate £m	2027/28 Estimate £m
<b>External Debt</b>					
Existing Debt at 1 April	86.236	83.014	79.792	76.570	73.348
Expected change in debt	0	0	0	0	0
HRA Settlement	(3.222)	(3.222)	(3.222)	(3.222)	(3.222)



<b>Debt at 31 March</b>	<b>83.014</b>	<b>79.792</b>	<b>76.570</b>	<b>73.348</b>	<b>70.126</b>
<b>Closing CFR</b>	<b>104.145</b>	<b>101.004</b>	<b>99.142</b>	<b>104.818</b>	<b>101.050</b>
<b>Under / (over) borrowing</b>	21.131	21.212	22.572	31.470	30.924

- 3.4 Within the prudential indicators there are a number of key indicators to ensure that the Council operates its activities within well-defined limits. One of these is that the Council needs to ensure that its gross debt does not, except in the short term, exceed the total of CFR in the preceding year plus the estimates of any additional CFR for 2025/26 and the following two financial years. This allows some flexibility for limited early borrowing for future years, but ensures that borrowing is not undertaken for revenue purposes.
- 3.5 The Section 151 Officer reports that the Council complied with this prudential indicator in the current year and does not envisage difficulties for the future. This view takes into account current commitments, existing plans, and the proposals in this budget report.

Treasury Indicators: Limits to Borrowing Activity

- 3.6 The operational boundary and authorised limit have been increased to reflect the borrowing requirements to facilitate the delivery of the economic regeneration projects and essential service delivery infrastructure. Any capital schemes that have borrowing implications will be fully evaluated to identify the overall impact on the prudential indicators.
- 3.7 **The Operational Boundary.**

This is the limit beyond which external debt is not normally expected to exceed. In most cases, this would be a similar figure to the CFR but may be lower or higher depending on the levels of actual debt and the ability to fund under-borrowing by other cash resources.

Operational Boundary	2024/25 Estimate £m	2025/26 Estimate £m	2026/27 Estimate £m	2027/28 Estimate £m
General Fund	22.000	23.000	24.000	24.000
HRA	100.000	100.000	100.000	100.000
Other long-term liabilities	0.000	0.000	0.000	0.000
<b>Total</b>	<b>122.000</b>	<b>123.000</b>	<b>124.000</b>	<b>124.000</b>

- 3.8 The operational boundary will be reviewed on an individual project basis as required.

### 3.9 The Authorised Limit for External Debt

This is a key prudential indicator and represents a control on the maximum level of borrowing. This represents a limit beyond which external debt is prohibited, and this limit needs to be set or revised by the full Council. It reflects the level of external debt which, while not desired, could be afforded in the short term, but is not sustainable in the longer term.

3.10 This is the statutory limit determined under section 3 (1) of the Local Government Act 2003. The Government retains an option to control either the total of all councils' plans, or those of a specific council, although no control has yet been exercised.

3.11 The Council is asked to approve the following authorised limit:

Authorised limit	2024/25 Estimate £m	2025/26 Estimate £m	2026/27 Estimate £m	2027/28 Estimate £m
General Fund	40.000	41.000	42.000	42.000
HRA	115.000	115.000	115.000	115.000
Other long-term liabilities	0.000	0.000	0.000	0.000
<b>Total</b>	<b>155.000</b>	<b>156.000</b>	<b>157.000</b>	<b>157.000</b>

### Prospects for Interest Rates

3.12 The Council utilises the services of Link Group as its treasury advisor and part of their service is to assist the Council to formulate a view on interest rates. The following table gives the current Link central view:

Annual Average %	Bank Rate	PWLB Borrowing Rates (including certainty rate adjustment)		
		5 year	25 year	50 year
Dec 2024	4.75	5.00	5.60	5.40
Mar 2025	4.50	4.90	5.50	5.30
Jun 2025	4.25	5.00	5.40	5.20
Sep 2025	4.00	4.50	5.30	5.10
Dec 2025	4.00	4.50	5.10	5.00
Mar 2026	3.75	4.50	5.10	5.00
Jun 2026	3.75	4.40	5.00	4.80

Sep 2026	3.75	4.30	4.90	4.70
Dec 2026	3.50	4.20	4.80	4.60
Mar 2027	3.50	4.10	4.70	4.50
Jun 2027	3.50	4.00	4.60	4.40
Sep 2027	3.50	4.00	4.50	4.30
Dec 2027	3.50	3.90	4.50	4.30

3.13 The PWLB forecasts are based on the Certainty Rate (minus 20 bps) which has been accessible to most authorities since 1 November 2012.

3.14 The interest rates provided by Link reflect the view that monetary policy is sufficiently tight to allow the Monetary Policy Committee (MPC) to bring down rates from Q1 2025. Bank Rate is currently 4.75% and is expected to fall to 3.75% by March 2026.

#### Borrowing Strategy 2025/26 – 2027/28

- 3.15 The Council is currently maintaining an under-borrowed position. This means that the capital borrowing need, (the Capital Financing Requirement), has not been fully funded with loan debt as cash supporting the Authority's reserves, balances and cash flow has been used as a temporary measure. This strategy is prudent as medium and longer dated borrowing rates are expected to fall from their current levels, albeit only once prevailing inflation concerns are addressed by restrictive near-term monetary policy. That is, Bank Rate remains relatively elevated in 2025 even if some rate cuts arise.
- 3.16 When the Council is considering undertaking borrowing to fund the capital programme, projects or to fund future debt maturities a clear business case must be developed. The business case will need to take into consideration, the revenue consequences of the borrowing including interest payable, MRP and any future income to be generated from the project. Borrowing can then be undertaken where there is a clear business case and affordability is demonstrated.
- 3.17 Against this background and the risks within the economic forecast, caution will be adopted with the 2025/26 treasury operations. The Section 151 and Deputy Section 151 Officers will monitor interest rates in financial markets and adopt a pragmatic approach to changing circumstances:
- if it was felt that there was a significant risk of a sharp FALL in borrowing rates then borrowing will be postponed.
  - if it was felt that there was a significant risk of a much sharper RISE in borrowing rates than that currently forecast, fixed rate funding will be drawn whilst interest rates are lower than they are projected to be in the next few years.

- 3.18 The option of postponing borrowing and running down investment balances will also be considered. This would reduce counterparty risk and hedge against the expected fall in investments returns.
- 3.19 Any borrowing decisions will be reported to the Governance and Audit Committee at the next available opportunity.

### Policy on Borrowing in Advance of need

- 3.20 The Council will not borrow more than or in advance of its needs purely in order to profit from the investment of the extra sums borrowed. Any decision to borrow in advance will be within forward approved Capital Financing Requirement estimates, and will be considered carefully to ensure that value for money can be demonstrated and that the Council can ensure the security of such funds.
- 3.21 The Section 151 or Deputy Section 151 Officer may do this under delegated power where, for instance, a sharp rise in interest rates is expected, and so borrowing early at fixed interest rates will be economically beneficial or meet budgetary constraints. Whilst the Section 151 or Deputy section 151 Officer will adopt a cautious approach to any such borrowing, where there is a clear business case for doing so borrowing may be undertaken to fund the approved capital programme or to fund future debt maturities. Borrowing in advance of need will be made within the constraints that:
- It will be limited to no more than 30% of the expected increase in borrowing need (CFR) over the three-year planning period; and
  - The Council would not look to borrow more than 24 months in advance of need.
- 3.22 Risks associated with any borrowing in advance activity will be subject to prior appraisal and subsequent reporting through the mid-year or annual reporting mechanism.

### Debt Rescheduling

- 3.23 Rescheduling of current borrowing in our debt portfolio is unlikely to occur as there is still a very large difference between premature redemption rates and new borrowing rates.
- 3.24 If rescheduling was done, it will be reported to the Governance and Audit Committee at the earliest meeting following its action.

### New financial institutions as a source of borrowing and/or types of borrowing

- 3.25 Currently the PWLB Certainty Rate is set at gilts + 80 basis points for both HRA and non-HRA borrowing. However, consideration may still need to be given to sourcing funding from the following sources for the following reasons:
- Local authorities (primarily shorter dated maturities)
  - Financial institutions (primarily insurance companies and pension funds but also some banks, out of spot or forward dates where the objective is to

avoid a “cost of carry” or to achieve refinancing certainty over the next few years)

- Municipal Bonds Agency (possibly still a viable alternative depending on market circumstances prevailing at the time).

3.26 Our advisors will keep us informed as to the relative merits of each of these alternative funding sources.

Approved Sources of Long and Short term Borrowing

<b>On Balance Sheet</b>	<b>Fixed</b>	<b>Variable</b>
PWLB	●	●
Municipal bond agency	●	●
Local authorities	●	●
Banks	●	●
Pension funds	●	●
Insurance companies	●	●
Market (long-term)	●	●
Market (temporary)	●	●
Market (LOBOs)	●	●
Stock issues	●	●
Local temporary	●	●
Local Bonds	●	
Local authority bills	●	●
Overdraft		●
Negotiable Bonds	●	●
Internal (capital receipts & revenue balances)	●	●
Commercial Paper	●	
Medium Term Notes	●	
Finance leases	●	●

#### **4 Annual Investment Strategy**

Investment Policy and Counterparty Selection Criteria

4.1 The Ministry of Housing, Communities and Local Government (MHCLG) and CIPFA have extended the meaning of ‘investments’ to include both financial and non-financial investments. This report deals solely with treasury (financial) investments, (as managed by the treasury management team). Non-financial investments, essentially the purchase of income yielding assets and service investments, are covered in the Capital Strategy.

4.2 The Council’s investment policy has regard to the following:

- MHCLG’s Guidance on Local Government Investments (“the Guidance”),

- CIPFA Treasury Management in Public Services Code of Practice and Cross Sectoral Guidance Notes 2021 (“the Code”)
  - CIPFA Treasury Management Guidance Notes 2021.
- 4.3 The Council’s investment priorities will be security first, portfolio liquidity second, then yield (return). The Council will aim to achieve the optimum return (yield) on its investments commensurate with proper levels of security and liquidity and with regard to the Council’s risk appetite.
- 4.4 In the current economic climate, it is considered appropriate to maintain a degree of liquidity to cover cash flow needs but to also consider “laddering” investments for periods up to 12 months with high credit rated financial institutions, whilst investment rates remain elevated.
- 4.5 The above guidance from the MHCLG and CIPFA places a high priority on the management of risk. This Council has adopted a prudent approach to managing risk and defines its risk appetite by the following means:
- the Council applies minimum acceptable credit criteria in order to generate a list of highly creditworthy counterparties which also enables diversification and thus avoidance of concentration risk. The key ratings used to monitor counterparties are the Short Term and Long Term ratings.
  - Ratings will not be the sole determinant of the quality of an institution; it is important to continually assess and monitor the financial sector on both a micro and macro basis and in relation to the economic and political environments in which institutions operate. The assessment will also take account of information that reflects the opinion of the markets. To this end the Council will engage with its advisors to maintain a monitor on market pricing such as “credit default swaps” and overlay that information on top of the credit ratings.
  - Other information sources used will include the financial press, share price and other such information pertaining to the banking sector in order to establish the most robust scrutiny process on the suitability of potential investment counterparties.
  - Investment instruments identified for use in the financial year are listed in Appendix 3 under the ‘specified’ and ‘non-specified’ investment categories. Counterparty limits will be as set through the Council’s treasury management practices-schedules.
    - **Specified investments** are those with a high credit quality and subject to a maturity of one year or have less than a year left to run to maturity, if originally they were classified as being non-specified investments solely due to the maturity period exceeding one year.
    - **Non-specified investments** are those with less high credit quality, may be for periods in excess of one year, and/or are more complex instruments which require greater consideration by members and officers being authorised for use.

- **Non-specified and loan investment limits.** The Council had determined that it will set a limit to the maximum exposure of the total treasury management investment portfolio to non-specified investments of 35%.
  - **Lending limits**, (amounts and maturity), for each counterparty will be set through applying the limits in Appendix 3.
  - **Transaction limits** are set for each type of investment in Appendix 3.
  - This Council will set a limit for its investments which are invested for **longer than 365 days** (see paragraph 4.20).
  - This Council has engaged **external consultants** (see paragraph 1.28), to provide expert advice on how to optimise an appropriate balance of security, liquidity and yield, given the risk appetite of this Council in the context of the expected level of cash balances and need for liquidity throughout the year.
  - All investments will be denominated in **sterling**.
  - As a result of the change in accounting standards for 2023/24 under IFRS 9, this Authority will consider the implications of investment instruments which could result in an adverse movement in the value of the amount invested and resultant charges at the end of the year to the General Fund. In November 2018, the MHCLG concluded a consultation for a temporary override to allow English local authorities time to adjust their portfolio of all pooled investments by announcing a statutory override to delay implementation of IFRS 9 for five years ending 31 March 2023. More recently, a further extension to the override to 31 May 2025 has been agreed by Government.
- 4.6 This Council will also pursue **value for money** in treasury management and will monitor the yield from investment income against appropriate benchmarks for investment performance (see paragraph 4.22). Regular monitoring of investment performance will be carried out during the year.

### Creditworthiness policy

- 4.7 This Council applies the creditworthiness service provided by Link Group. This service employs a sophisticated modelling approach utilising credit ratings from the three main credit rating agencies - Fitch, Moody's and Standard and Poor's. The credit ratings of counterparties are supplemented with the following overlays:
- credit watches and credit outlooks from credit rating agencies;
  - CDS spreads to give early warning of likely changes in credit ratings;
  - sovereign ratings to select counterparties from only the most creditworthy countries.
- 4.8 This modelling approach combines credit ratings, credit watches and credit outlooks in a weighted scoring system which is then combined with an overlay

of CDS spreads for which the end product is a series of colour coded bands which indicate the relative creditworthiness of counterparties. These colour codes are used by the Council to determine the suggested duration for investments. The Council will therefore use counterparties within the following durational bands:

- Yellow 5 years \*
- Dark pink 5 years for Ultra-Short Dated Bond Funds with a credit score of 1.25
- Light pink 5 years for Ultra-Short Dated Bond Funds with a credit score of 1.5
- Purple 2 years
- Blue 1 year (only applies to nationalised or semi nationalised UK Banks)
- Orange 1 year
- Red 6 months
- Green 100 days
- No colour not to be used

Y	Pi1	Pi2	P	B	O	R	G	N/C	
1	1.25	1.5	2	3	4	5	6	7	4.9
Up to 5yrs	Up to 5yrs	Up to 5yrs	Up to 2yrs	Up to 1yr	Up to 1yr	Up to 6mths	Up to 100days	No Colour	

The Link Group creditworthiness service uses a wider array of information other than just primary ratings. Furthermore, by using a risk weighted scoring system, it does not give undue importance to just one agency's ratings.

4.10 Typically the minimum credit ratings criteria the Council uses will be a Short Term rating (Fitch or equivalents) of F1 and a Long Term rating of A-. There may be occasions when the counterparty ratings from one agency are marginally lower than these ratings but may still be used. In these instances consideration will be given to the whole range of ratings available, or other topical market information, to support their use.

4.11 All credit ratings are monitored daily. The Council is alerted to changes to ratings of all three agencies through its use of the Link creditworthiness service.

- if a downgrade results in the counterparty/investment scheme no longer meeting the Council's minimum criteria, its further use as a new investment will be withdrawn immediately.
- in addition to the use of credit ratings the Council will be advised of information in movements in credit default swap spreads against the iTraxx European Financials benchmark and other market data on a weekly basis via its Passport website, provided exclusively to it by Link. Extreme market movements may result in downgrade of an institution or removal from the Council's lending list.

4.12 Sole reliance will not be placed on the use of this external service. In addition this Council will also use market data and market information, as well as



information on any external support for banks to help support its decision making process.

- 4.13 The Treasury Management Officer will use the Link Credit Rating weekly listing as a tool for guidance, with the option to deviate from this guidance only when there are clear alternative options that are available to the Council. Any decision of this nature should be clearly documented for audit purposes.
- 4.14 Significant levels of downgrades to Short and Long-Term credit ratings have not materialised since the crisis in March 2020. In the main, where they did change, any alterations were limited to Outlooks. Nonetheless, when setting minimum sovereign debt ratings, this Council will not set a minimum rating for the UK.

#### Investment Strategy

- 4.15 **In-house funds.** Investments will be made with reference to the core balance and cash flow requirements and the outlook for short-term interest rates (i.e. rates for investments up to 12 months). Greater returns are usually obtainable by investing for longer periods. The current yield curve suggests that the risks are relatively balanced between Bank Rate staying higher for longer, if inflation picks up markedly through 2025 post the 30 October 2024 Budget, or it may be cut quicker than expected if the economy stagnates.
- 4.16 While most cash balances are required in order to manage the councils cashflow, where cash sums can be identified that could be invested for longer periods, the value to be obtained from longer term investments will be carefully assessed.
- If it is thought that Bank Rate is likely to rise significantly within the time horizon being considered, then consideration will be given to keeping most investments as being short term or variable.
  - Conversely, if it is thought that Bank Rate is likely to fall within that time period, consideration will be given to locking in higher rates currently obtainable, for longer periods.

#### Investment returns expectations.

- 4.17 The current forecast shown in paragraph 3.12 includes a forecast for Bank Rate to fall to a low of 3.5% in Q4 2026.
- 4.18 The suggested budgeted investment earnings rates for returns on investments placed for periods up to about three months during each financial year are as follows (the long-term forecast is for periods over 10 years in the future):

Average earnings in each year	Link Group	Budgeted*
2024/25	4.60%	5.00%
2025/26	4.10%	4.50%
2026/27	3.70%	3.00%
2027/28	3.50%	3.00%

2028/29	3.50%	
Year 6 onwards	3.50%	

\*Budgeted rates are higher than Link's rates as a quarterly dividend is received from the Property Fund which will increase the return the Council earns on investments

4.19 **Investment treasury indicator and limit** - total principal funds invested for greater than 365 days. These limits are set with regard to the Council's liquidity requirements and to reduce the need for early sale of an investment, and are based on the availability of funds after each year-end.

4.20 The Council is asked to approve the treasury indicator and limit: -

Maximum principal sums invested > 365 days			
	2025/26 £m	2026/27 £m	2027/28 £m
Principal sums invested > 365 days	15.000	15.000	15.000

4.21 For its cash flow generated balances, the Council will seek to utilise its instant access and notice accounts, money market funds and short-dated deposits, (overnight to 100 days), in order to benefit from the compounding of interest.

#### Investment Risk Benchmarking

4.22 These benchmarks are simple guides to maximum risk, so may be breached from time to time, depending on movements in interest rates and counterparty criteria. The purpose of the benchmark is that officers will monitor the current and trend position and amend the operational strategy to manage risk as conditions change. Any breach of the benchmarks will be reported, with supporting reasons in the Mid-Year or Annual Report.

**Security** - The Council's maximum security risk benchmark for the current portfolio, when compared to these historic default tables, is:

- 0.010% historic risk of default when compared to the whole portfolio.

**Liquidity** – In respect of this area the Council seeks to maintain:

- Bank overdraft - £0.5m
- Liquid short-term deposits of at least £12m available with a week's notice.
- Weighted Average Life benchmark is not expected to exceed a maximum of 1 year.

**Yield** - Local measures of yield benchmarks are:

- Investments – Internal returns above the 7-day compounded SONIA rate
- Investments – External fund managers - returns 110% above 7-day compounded SONIA

4.23 And in addition, that the security benchmark for each individual year is:

	1 year	2 years	3 years	4 years	5 years
Maximum	0.05%	0.14%	0.26%	0.38%	0.54%

Note: This benchmark is an average risk of default measure (potential loss on investments) and would not constitute an expectation of loss against a particular investment.

End of year Investment Report

- 4.24 At the end of the financial year, the Council will report on its investment activity as part of its Annual Treasury Report.

## Appendix 1

### THE MRP STATEMENT

#### **Minimum Revenue Provision (MRP) Policy Statement**

Under Regulation 27 of the Local Authorities (Capital Finance and Accounting) (England) Regulations 2003, where the Council has financed capital expenditure by borrowing it is required to make a provision each year through a revenue charge (MRP).

The Council is required to calculate a prudent provision of MRP which ensures that the outstanding debt liability is repaid over a period that is reasonable commensurate with that over which the capital expenditure provides benefits. The MRP Guidance (2018) gives four ready-made options for calculating MRP, but the Council can choose any other reasonable basis that it can justify as prudent.

The MRP policy statement required full council approval in advance of each financial year.

The Council is recommended to approve the following MRP Statement:

For capital expenditure incurred before 1 April 2008 which forms part of the supported capital expenditure, the MRP policy will be:

- **4% reducing balance (regulatory method)** – MRP will follow the historical practice outlined in former regulations as 4% of the opening General Fund CFR balance less adjustment A.

From 1 April 2008 for all unsupported borrowing the MRP policy will be:

- Asset life method – MRP will be based on the estimated life of the assets.

Capital expenditure incurred during 2024/25 will not be subject to an MRP charge until 2025/26, or in the year after the asset becomes operational.

The Council will apply the asset life method for any expenditure capitalised under the Capitalisation Direction.

There is no requirement on the HRA to make a minimum revenue provision but there is a requirement for a charge for depreciation to be made.

MRP in respect of assets acquired under Finance Leases or PFI will be charged at an amount equal to the principal element of the annual repayment. For capital expenditure on loans to third parties where the principal element of the loan is being repaid in annual instalments, the capital receipts arising from the principal loan repayments will be used to reduce the CFR instead of MRP.

Where no principal repayment is made in a given year, MRP will be charged at a rate in line with the life of the assets funded by the loan.

**MRP Overpayments** – Under the MRP guidance, any charges made in excess of the statutory MRP can be made, known as voluntary revenue provision (VRP).

VRP can be reclaimed in later years if deemed necessary or prudent.

## Appendix 2

**CAPITAL PRUDENTIAL AND TREASURY INDICATORS 2025/26 – 2027/28**

The Council's capital expenditure plans are the key driver of treasury management activity. The output of the capital expenditure plans is reflected in the prudential indicators, which are designed to assist members' overview and confirm capital expenditure plans.

Capital Expenditure	2023/24 Actual £m	2024/25 Estimate £m	2025/26 Estimate £m	2026/27 Estimate £m	2027/28 Estimate £m
Corporate	1.200	1.847	1.031	0.975	0.975
Finance	2.746	7.439	8.406	1.781	1.686
Growth & Culture	0.515	6.583	0.100	0.100	0
Housing & Property	0.372	1.256	2.824	0	0
<b>Non-HRA</b>	<b>4.833</b>	<b>17.125</b>	<b>12.361</b>	<b>2.856</b>	<b>2.661</b>
<b>HRA</b>	<b>14.816</b>	<b>24.350</b>	<b>30.703</b>	<b>18.178</b>	<b>17.140</b>
<b>Total</b>	<b>19.649</b>	<b>41.475</b>	<b>43.064</b>	<b>21.034</b>	<b>19.801</b>

**Affordability Prudential Indicators**

The previous sections cover the overall capital and control of borrowing prudential indicators, but within this framework prudential indicators are required to assess the affordability of the capital investment plans. These provide an indication of the impact of the capital investment plans on the Council's overall finances. The Council is asked to approve the following indicators:

**Ratio of financing costs to net revenue stream**

This indicator identifies the trend in the cost of capital (borrowing and other long-term obligation costs net of investment income) against the net revenue stream.

%	2023/24 Actual	2024/25 Estimate	2025/26 Estimate	2026/27 Estimate	2027/28 Estimate
Non-HRA	(11.92)	(4.93)	(4.12)	(3.87)	(3.37)
HRA	(0.21)	6.45	1.07	1.41	1.71

The estimates of financing costs include current commitments and the proposals in this budget report.

## HRA Ratios

	2023/24 Actual	2024/25 Estimate	2025/26 Estimate	2026/27 Estimate	2027/28 Estimate
HRA debt £m	79.769	76.547	73.325	70.103	66.881
HRA Revenues £m	(28,172)	(30.010)	(31.111)	(32.397)	(33.497)
Ratio of debt to revenues	(2.83)	(2.55)	(2.36)	(2.16)	(2.00)

	2023/24 Actual	2024/25 Estimate	2025/26 Estimate	2026/27 Estimate	2027/28 Estimate
HRA debt £m	79.769	76.547	73.325	70.103	66.881
Number of HRA dwellings	5,843	5843	5,863	5,883	5,893
Debt per dwelling £	13,652	13,100	12,506	11,916	11,349

## Maturity Structure of Borrowing

Maturity structure of borrowing. These gross limits are set to reduce the Council's exposure to large fixed rate sums falling due for refinancing and are required for upper and lower limits.

Maturity structure of fixed interest rate borrowing 2025/26		
	Lower	Upper
Under 12 months	0%	20%
12 months to 2 years	0%	20%
2 years to 5 years	0%	50%
5 years to 10 years	0%	60%
10 years and above	0%	80%
Maturity structure of variable interest rate borrowing 2025/26		
	Lower	Upper
Under 12 months	0%	20%
12 months to 2 years	0%	20%
2 years to 5 years	0%	20%
5 years to 10 years	0%	20%

10 years and above	0%	20%
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### Appendix 3

#### Treasury Management Practice (TMP) 1 – Credit and Counterparty Risk Management

The investment policy proposed for the Council is:

**Strategy Guidelines** – The main strategy guidelines are contained in the body of the treasury strategy statement.

**Specified Investments** – all such investments will be sterling denominated, with maturities up to maximum 1 year, meeting the ‘high’ quality criteria where applicable.

**Table A – Specified Investments**

	<b>Specified Investments Category</b>	<b>Limit</b>
a	<p><b>A body of high credit quality</b>, this category includes the following –</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Any bank or building society using Sector Creditworthiness service, following the suggested duration on the list up to a maximum of 365 days.</li> <li><input type="checkbox"/> Nationalised and Part nationalised banks can be included within specified investments as long as they remain part-nationalised</li> </ul>	<p><b>£15m per institution</b> or a maximum of <b>30% of total investment</b> (whichever is the greatest), <b>£15m per corporate group</b></p>
b	<p><b>The UK Government</b> (such as the Debt Management Account deposit facility, UK Treasury Bills or a Gilt with less than one year to maturity)</p>	<p>no amount limit</p>
c	<p><b>UK local authorities, Parish Council or Community Council</b></p>	<p><b>£5m per institution</b></p>
d	<p><b>Pooled investment vehicles</b> (such as money market funds) that have been awarded a high credit rating by a credit rating agency. This category covers pooled investment vehicles, such as money market funds, rated AAA by Standard and Poor’s, Moody’s or Fitch rating agencies. MHCLG Investment Guidance specifies that Money Market Funds with high credit ratings are classified as Specified Investment. These funds are instant access investment. There is possibility that part of the investment may be exposed to counterparties the Council would not</p>	<p><b>£5m per fund</b></p>

	<p>approve normally or invest directly. The counterparty risk is mitigated by that –</p> <ul style="list-style-type: none"> <li>• The Fund Managers diversify investment in a range of counterparties;</li> <li>• The Funds are instant access;</li> <li>• The Council only invests in funds rated AAA;</li> <li>• MHCLG Investment Guidance classifying such funds as Specified Investment.</li> </ul>	
e	<p><b>Enhanced Money Market Funds</b></p> <p>These are similar to normal money market funds but operate on a variable rate basis. The selection criteria will be on the same basis as the pooled investment vehicles with only funds rated AAA by Standard and Poor's, Moody's or Fitch rating agencies being used.</p> <p>In addition to this only EMMF's with a credit score of 1.25 and above will be used.</p>	£5m per fund
f	<p><b>Ultra Short Dated Bond Funds</b></p> <p>These are similar to normal money market funds but operate on a variable rate basis. The selection criteria will be on the same basis as the pooled investment vehicles with only funds with a credit score of 1.25 and rated AAA by Standard and Poor's, Moody's or Fitch rating agencies being used.</p>	£5m per fund
g	<b>Corporate Bond Funds</b>	£5m per fund

**Non-Specified Investments** – These are any investments which do not meet the specified investment criteria. Amounts invested with any one corporate group shall not exceed £5m (with the exception of the Councils own bank and the top 10 rated building societies).

Amounts invested in non-specified fixed term investments would normally not exceed 35% of the total Invested. The Section 151 or Deputy Section 151 has the discretion if required to exceed this, and the limits detailed below, should the rate of return on Investment be beneficial to the council. Any decision will be based on taking into account current and future market conditions as well as counterparty strength and rating. If these circumstances are required this will be reported back to the Governance and Audit Committee through the annual reporting cycle.

The table below is not an exhaustive list of all non-specified investments; further options are identified in the narrative section within the strategy.

**Table B – Non Specified Investments**

Non Specified Investment Category	Limit
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a.	<b>Any institutions meeting the criteria set out for Specified Investments</b> , with a maturity of greater than 1 year following the suggested duration on the list up to a maximum of 5 years.  (including forward deals in excess of one year from inception to repayment).	<b>£4m</b> maximum of <b>3-years</b> per institution
b.	<b>Council's Bank</b> – Should it fail to meet the basic credit criteria, monies will be restricted to instant access and will be minimised as far as is possible.	<b>£7m</b>
c.	<b>Top 10 building societies, by asset value</b> – The operation of some building societies does not require a credit rating, although in every other respect the security would match similarly sized societies with ratings.  The Council may use such building societies that all placed within the top 10 by asset value.	<b>£3m</b> maximum of <b>3-year investment period</b> per institution.  <b>£12m for all top 10 building societies</b>
d.	<b>UK Local Authorities, Parish Council or Community Council</b>	<b>£5m per institution</b>
e.	<b>Property funds</b> The use of these instruments can be deemed capital expenditure, and as such will be an application (spending) of capital resources. This Authority will seek guidance on the status of any fund it may consider using.	<b>£5m</b>  <b>No maximum duration period.</b>

Note: This Authority will seek further advice on the appropriateness and associated risks with investments in these categories.

**Maximum limit per institution** – The maximum limit for both specified and non-specified investments is a total of £15m per corporate group with a higher limit of £18m at the discretion of the Section 151 Officer (or deputy) where an institution is considered to be of a higher credit quality.

**The monitoring of investment counterparties** – The credit rating of counterparties will be monitored regularly. The Council receives credit rating information (changes, rating watches and rating outlooks) from Link Group as and when ratings change, and counterparties are checked promptly. On occasion ratings may be downgraded when an investment has already been made. The criteria used are such that a minor downgrading should not affect the full receipt of the principle and interest. Any counterparty failing to meet the criteria will be removed from the list immediately by the Section 151 Officer (or Deputy), and if required new counterparties which meet the criteria will be added to the list.

## Ethical Investment Statement

Investment guidance, both statutory and from CIPFA makes clear that all investing must adopt the key Treasury Management principles of security, liquidity and yield (SLY) in this order of priority. The Council is however committed to Environmental, Social and Governance (ESG) factors. Through our Treasury Management Strategy, in terms of ESG investment considerations, ESG metrics, will be used where appropriate and available in the credit rating agency assessments when considering investment opportunities.

Typical areas of consideration include:

- (i) Environmental: Emissions and air quality, energy and waste management, waste and hazardous material, exposure to environmental impact.
- (ii) Social: Human rights, community relations, customer welfare, labour relations, employee wellbeing, exposure to social impacts.
- (iii) Governance: Management structure, governance structure, group structure, financial transparency.

### **Local Authority Controlled Company – LACC.**

The Council has the ability to make loans to a Local Authority Controlled Company.

The criteria for a loan being made with a LACC will be that there is a clear business plan that demonstrates the affordability of the investment for the LACC.

**Use of External Fund Managers** – The Council is not restricted to placing funds with cash managers, and will manage funds in house, use fund managers, or brokers if it is appropriate to do so.

The fund managers will use both specified and non-specified investment categories and are contractually committed to keep to the Council's investment strategy. Currently the Council has an agreement with King & Shaxson, Tradition UK, Imperial Treasury and Sterling International. The fund managers are required to adhere to the following:

- All investments restricted to sterling denominated instruments;
- Amounts invested with any one institution or Corporate Group should not exceed the limits specified in Table A and Table B.
- Portfolio management is measured against the return provided by the 3-month SONIA, or in accordance with the measures specified in the contract.

The performance of investment managed by Fund Managers is reviewed at least quarterly by the Section 151 or Deputy Section 151 Officer.

**Appendix 4**

**TREASURY MANAGEMENT SCHEME OF DELEGATION**

**i. Council**

- Approval of the annual Treasury Management Strategy Statement
- Approval of the budget framework

**ii. Governance and Audit Committee**

- receiving and reviewing reports on treasury management policies, practices and activities;
- approval of/amendments to the organisation's adopted clauses, treasury management policy statement and treasury management practices;
- receiving and reviewing regular monitoring reports and acting on recommendations;
- reviewing the treasury management policy and procedures and making recommendations to the responsible body.

**Appendix 5**

**THE TREASURY MANAGEMENT ROLE OF THE SECTION 151 OFFICER**

The S151 (responsible) officer

- recommending clauses, treasury management policy/practices for approval, reviewing the same regularly, and monitoring compliance;
- submitting regular treasury management policy reports;
- submitting budgets and budget variations;
- receiving and reviewing management information reports;
- reviewing the performance of the treasury management function;
- ensuring the adequacy of treasury management resources and skills, and the effective division of responsibilities within the treasury management function;
- ensuring the adequacy of internal audit, and liaising with external audit;
- recommending the appointment of external service providers.

## **Fees and Charges Policy**

### **1 Purpose**

- 1.1 To ensure that fees and charges are set in a considered and consistent manner for South Kesteven District Council.

### **2 Disclaimer**

- 2.1 By the nature of the document, this Policy seeks to set out general principles. As each service is specific, there may be reasons why a specific service does not align directly with this Policy. The key focus is to ensure that fees and charges have been set in a reasoned manner; sometimes other Council priorities may mean a specific service deviates from these principles.

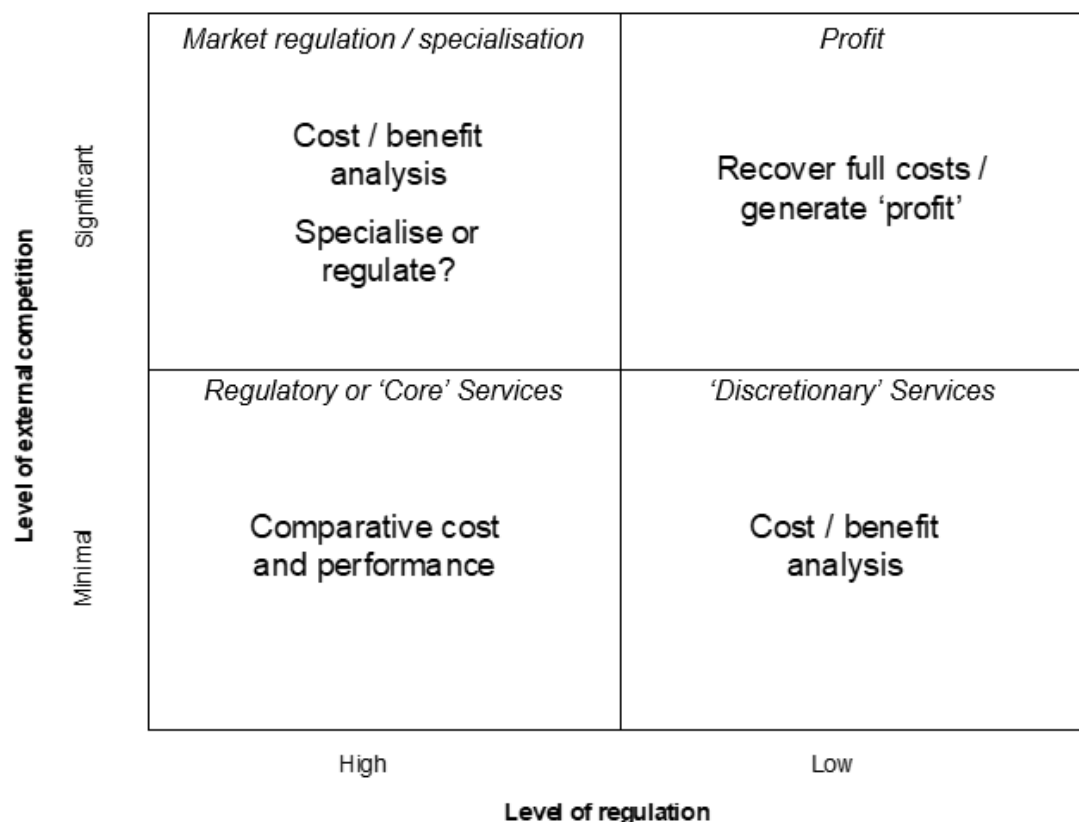
### **3 Principles**

- 3.1 The following are the key principles of charging within SKDC:
- Full cost recovery as a minimum is the default – the rationale for any subsidised services should be understood and these should be regularly reviewed
  - There should be no presumption towards uniformity in charges. Where appropriate charging different prices at different times/different locations should be considered
  - Opportunities for premium levels of service should be identified and attract increased charges
  - Fees & charges should be taken in advance of service delivery
  - For recurring charges, Direct Debit should be the preferred solution
  - There should be clear reasons for discounts and these should be regularly reviewed
  - Full cost recovery should include a default overhead rate of 30% for central costs where a different rate has not otherwise been agreed or calculated
  - The level of fees & charges should be reviewed annually, with the normal default being that inflation is added

### **4 Setting fees & charges**

- 4.1 Different services are provided within a Council for different reasons. Some may be focussed upon a financial return (rent for commercial property); whereas others provide wider health or society benefits which would otherwise be under-provided or under-purchased (social housing).
- 4.2 A good starting point is therefore to consider all services against two factors – degree of competition and amount of legislation about a service. This can result plotting services on the matrix overleaf.
- 4.3 Those services in the top-right quadrant – the low regulation, high competition section should seek to fully recover costs and aim to make a return to the Council where possible.

- 4.4 Those in the bottom-left quadrant – high regulation, low / no competition should consider any regulatory requirements. If there is no restriction on charging, then full cost recovery as a minimum should be the default.



- 4.5 Services in either of the other two segments will need to consider the wider costs and benefits of the service when arriving at a charge.
- 4.6 Benchmarking can be a good indicator of the potential impact of changing price and give an indication of the efficiency of the service (whether it can meet its costs charging at a level similar to other organisations). Benchmarking should only inform rather than be the main determination of price – if we cannot cost recover in a competitive environment then we should consider withdrawing from the market in that area.
- 4.7 In addition, there are some other factors where price can be used to influence behaviour:
- A higher price can dissuade people from using a service (fines for littering or parking violations, less healthy options in a vending machine)
  - A lower price for a service can seek to attract people from alternative perhaps more costly public services (pre-planning advice may ease the requirements when a full planning application is submitted)
  - Testing the market for a new service may require a time of 'loss-leading' while demand is established, and costs spread more widely
  - Charging can increase the perception of value of the service to the user

As a minimum, services should seek to cost recover from fees & charges. Where this is not the case, the level of subsidy should be known and the reasons understood and documented.

- 4.8 There may be reasons why supply and demand change; whether this is based upon the time of the day, the geographical area the service is provided, wider market conditions or factors affecting costs (such as distance from base). These should be considered and the impact of differential charging be considered alongside complexity for customers, cost of collection and non-cashable costs and benefits of a decision.

There should be no presumption towards uniformity in charges. Where appropriate charging different prices at different times and/or at different locations should be considered.

## 5 Premium Services

- 5.1 It may be possible to provide a differential service for some customers, who may wish to receive a faster service, more support or a different output from the service compared to others. In these circumstances it may be possible to provide different service levels and charge more for the premium level of service. There are a series of things that should be considered:

- Legislation - is it possible to offer different tiers of service / does statute set prices or quality to prevent such charging?
- If the service is statutory, are all current elements of the service statutory? Are any elements of the overall offer divisible (e.g. such as when pre-planning advice was split from post-submission planning determination)?
- Are there other value added or additional services that could be provided alongside the main offer?
- Has there been any customer feedback about the service that would suggest demand for additional or differential services?
- Compare potential tiers of service to current levels of performance and any statutory requirements in terms of speed / quality
- Determine if there are cost / resource implications of providing a higher level of service
- Determine if there are cost / resource savings of reducing the standard level of service to statutory minimums
- Determine any impact on current quality of provision if a premium alternative was offered
- Define minimum quality standards for both the standard and premium offering
- Map expected take-up, carry out sensitivity for both changes to costs and income
- Consider need for consultation or a pilot

Where a service is provided at different service levels then a higher price should be associated with the higher service level. Where it is possible to differentiate service, but it is decided not to, the reasons for this decision should be clearly documented.

## 6 Collection methods

- 6.1 Chasing debt takes time, costs money and some debts get written off – this can be a particularly large cost for small value fees & charges. It is therefore preferable to take payments before a service is provided.
- 6.2 There are reasons why this might not be possible:
- Legislation may require us to act (especially in an emergency) then seek to recover costs back (for example repairs to homes falling into dangerous disrepair)

- If competitors charge via invoice, then only offering payment in advance may lead to people choosing them
- Larger companies may prefer or require paying via invoice, so that they can process via their standard payment processes (and for recovery of VAT)

Payments should be taken in advance of service provision. Where this is not the case, the reasons for this should be clearly documented.

- 6.3 For periodic payments (where the customer will have a regular service from us, such as trade waste collection or leisure subscription fees) the default should be by direct debit. This is the easiest and cheapest way for collection over a series of payments, whilst also giving protections to the consumer (via the direct debit guarantee scheme). This may involve making sure Direct Debit is offered as the first method of payment; opt-in campaigns and/or considering a one-off discount for charging (see section below).

Direct Debit should be the preferred solution for reoccurring payments

## 7 Discounts / Exemptions

- 7.1 There may be several reasons why discounts are given; ranging from incentivising a method of payment, through to encouraging use of a service from a disadvantaged group. Some questions to consider when setting a discount:
- What is the purpose of any discounts given (e.g. encourage uptake from disadvantaged groups, to encourage certain payment methods)?
  - Is there evidence to support that the discounts support the purpose given?
  - When was the last time the discounts / exemptions were reviewed?
  - Do the discounts lead to an overall subsidy for the service or is the discount recovered from other users?
  - If a service is means tested, what test is used? Could (with appropriate permissions granted by the customer), the Council's own systems be used as evidence (for example using Council Tax benefit as the main means test)?
  - If payments are settled by invoice, what is the payment profile, are elements written off? Would an early payment settlement or discount for in advance / via direct debit be cost effective for the service / the Council as a whole?
  - Does demand change through the day/week/season/year? Have discounts been considered for times of lower demand?
  - Is there a different market for individuals and businesses? Could a bulk discount offered to a company lead to multiple sales justifying a larger discount?

Discounts should be linked to specific objectives and the measurement of those objectives periodically reviewed.

## 8 Cost Recovery – including central costs

- 8.1 Recent charges to local government finance rules resulted in central support costs (finance, legal, ICT) no longer being recharged to service department budgets (with some ring-fenced exceptions such as the Housing Revenue Account). This makes it harder to determine the full cost of a service; which in turn makes it harder to determine the price of full cost recovery.



Where full cost recovery is the aim, the direct (gross) service cost should be increased by 30% to cover central costs, unless a different charge has been specific to a service area.

## **9 Considering impact of change**

- 9.1 As with any change to services, Equality analysis should be undertaken if there is likely to be a change to potentially disadvantaged groups. The results of this should be given full consideration alongside all other costs and benefits from making a change.

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## **PROPOSED FEES & CHARGES 2025/26**

	Detail	Effective Date	2024/25 £	2025/26 £	VAT
	<b>STAGED PERFORMANCES</b>				
	The theatres and ballrooms are available for hire for theatrical productions, concerts, lectures, demonstrations, films and other performing arts events. Prices are below:				
1	<b>Guildhall Arts Centre, Grantham</b>				
	<u>Theatre Hire</u>				
	Performances - Commercial	01/04/2025	430.00	440.00	Exempt
	Performances - Commercial weekend	01/04/2025	450.00	460.00	Exempt
	Performances - Non Profit making	01/04/2025	400.00	410.00	Exempt
	<b>Run of Performances</b>				
	First Performance	01/04/2025	380.00	390.00	Exempt
	Ongoing performances	01/04/2025	340.00	350.00	Exempt
	Dress or technical rehearsals	01/04/2025	260.00	270.00	Exempt
	Rehearsals/get in	01/04/2024	180.00	180.00	Exempt
	Lecture/demonstrations (Per Lecture, Daytime)	01/04/2025	140.00	150.00	Exempt
	Lecture/demonstrations (Per Lecture, Evening)	01/04/2025	260.00	270.00	Exempt
	Set up charge/technical support (max. 6 hours)	01/04/2025	180.00	190.00	Exempt
2	<b>Stamford Arts Centre</b>				
	<u>Theatre Hire</u>				
	Performances - Commercial	01/04/2025	430.00	440.00	Exempt
	Performances - Commercial weekend	01/04/2025	450.00	460.00	Exempt
	Performances - Non Profit making	01/04/2025	400.00	410.00	Exempt
	<b>Run of Performances</b>				
	First Performance	01/04/2025	380.00	390.00	Exempt
	Ongoing performances	01/04/2025	340.00	350.00	Exempt
	Dress or technical rehearsals	01/04/2025	260.00	270.00	Exempt
	Rehearsals/get in	01/04/2024	180.00	180.00	Exempt
	Lecture/demonstrations (Per Lecture, Daytime)	01/04/2025	140.00	150.00	Exempt
	Lecture/demonstrations (Per Lecture, Evening)	01/04/2025	260.00	270.00	Exempt
	Set up charge/technical support (max. 6 hours)	01/04/2025	180.00	190.00	Exempt
	Film Hire	01/04/2025	280.00	290.00	exempt
3	<b>Bourne Corn Exchange</b>				
	<u>Theatre Hire - Main Hall</u>				
	Performances - Commercial, if tickets sold by venue*	01/04/2025	240.00	250.00	Exempt
	Performances - Commercial, if selling own tickets	01/04/2025	280.00	260.00	Exempt
	Performances - Non Profit making	01/04/2025	220.00	230.00	Exempt
	Additional performances of same show (access from 5pm)	01/04/2025	210.00	220.00	Exempt
	Dress/Tech Rehearsals (max 8 hours)	01/04/2025	160.00	170.00	Exempt
	Rehearsals (max 8 hours)	01/04/2025	140.00	150.00	Exempt
	Set up charge/technical support (max. 8 hours)	01/04/2025	170.00	180.00	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	2024/25 £	2025/26 £	VAT
4	<b>WEDDING RECEPTIONS, PARTIES AND OTHER ROOM HIRE</b>				
	All three venues are available for wedding parties and similar functions. Packages are available to include provision of bars and catering. Prices are below.				
	<b>Guildhall Arts Centre, Grantham</b>				
	Casually let rooms (per hour)				
	<b>Ballroom</b>				
	Ballroom - hourly day rate up to 6pm	01/04/2025	45.00	47.00	Exempt
	Ballroom full day 9am - 5pm rate:	01/04/2024	325.00	325.00	Exempt
	Ballroom Half Day (9-1 / 1-5)	01/04/2024	170.00	170.00	Exempt
	Ballroom Wake (up to 5 hours hire)	01/04/2025	N/A	300.00	Exempt
	Ballroom - hourly evening rate 6 to 11pm - meetings & workshops	01/04/2025	48.00	50.00	Exempt
	Ballroom - whole evening 6 to 11.30pm parties	01/04/2025	400.00	410.00	Exempt
	Ballroom - whole evening 6 to 11.30pm concerts	01/04/2025	310.00	330.00	Exempt
	Ballroom - (9am-11.30pm) Wedding rate	01/04/2025	600.00	620.00	Exempt
	Use of ballroom kitchen per day	01/04/2024	85.00	85.00	Exempt
	<b>Meeting rooms</b>				
	Newton room hourly rate	01/04/2025	36.00	38.00	Exempt
	Newton Room Half Day Rate (9am-1pm/1pm-5pm)	01/04/2024	135.00	135.00	Exempt
	Newton Room Full Day Rate (9am-5pm)	01/04/2024	260.00	260.00	Exempt
	Newton Room Party	01/04/2025	N/A	355.00	Exempt
	Studio 4	01/04/2024	25.00	25.00	Exempt
	Studio 4 - Day offer 9am-5pm	01/04/2024	145.00	145.00	Exempt
	Studio 4 - Half Day offer 9am-1pm / 1pm-5pm	01/04/2024	75.00	75.00	Exempt
	Studio 1	01/04/2025	26.00	28.00	Exempt
	Studio 1 - Day offer 9am-5pm	01/04/2024	190.00	190.00	Exempt
	Studio 1 - Half Day offer 9am-1pm / 1pm-5pm	01/04/2024	100.00	100.00	Exempt
	Studio 2	01/04/2025	14.00	16.00	Exempt
	Studio 2 - Day offer 9am-5pm	01/04/2024	100.00	100.00	Exempt
	Studio 2 - Half Day offer 9am-1pm / 1pm-5pm	01/04/2024	51.00	51.00	Exempt
	*new rooms*				
	Studio 6 and 7 perhour	01/04/2025	N/A	20.00	Exempt
	Studio 6 and 7 full day 9am-5pm	01/04/2025	N/A	145.00	Exempt
	Studio 6 and 7 half day 9-1 or 1-5	01/04/2025	N/A	75.00	Exempt
	<b>Performers Right Society charges may be applicable in addition to the above rates</b>				
	<b>Room Hire</b>				
	The Fees & charges listed are guide prices- Please call your respective arts centre for a specific hire quotation				

	Detail	Effective Date	2024/25 £	2025/26 £	VAT
5	<b>Bourne Corn Exchange</b> <u>Casually let rooms</u>				
	Main hall - hourly rate	01/04/2025	45.00	47.00	Exempt
	Main Hall Day Offer (9am-5pm)	01/04/2024	325.00	325.00	Exempt
	Main Hall Half Day (9am-1pm / 1pm-5pm)	01/04/2024	170.00	170.00	Exempt
	Main hall - Evening Event (party/concert/performance) 6pm-12pm	01/04/2025	330.00	350.00	Exempt
	Main hall - (all day, wedding receptions etc.) 9am to 12pm	01/04/2025	550.00	570.00	Exempt
	Kitchen hire (use of kitchen area excluding equip)*	01/04/2024	90.00	90.00	Exempt
	Kitchen hire (full use of kitchen and equipment including crockery and cutlery etc)*	01/04/2025	160.00	N/A	Exempt
	Room set up or clear down (as per hourly rate or part thereof)	01/04/2025	50.00	60.00	Exempt
	Room set up or clear down after midnight (as per hourly rate or part thereof)	01/04/2025	70.00	80.00	Exempt
	Bar Area	01/04/2025	20.00	22.00	Exempt
6	<b>Stamford Arts Centre</b> <u>Casually let rooms</u> <b>Ballroom</b>			-	
	Ballroom - hourly day rate up to 5pm	01/04/2025	43.00	47.00	Exempt
	Ballroom 9am-5pm Day offer	01/04/2025	325.00	335.00	Exempt
	Ballroom half day offer, 9-1 / 1-5	01/04/2025	170.00	175.00	Exempt
	Ballroom - hourly evening rate 5pm to 11pm - meetings & workshops	01/04/2025	47.00	50.00	Exempt
	Ballroom - whole evening 6 to 11pm - parties	01/04/2025	540.00	550.00	Exempt
	Ballroom - whole evening 6 to 11pm - concerts	01/04/2025	420.00	430.00	Exempt
	Function ballroom/Blue room - all day wedding rate (9am-11.30pm)	01/04/2025	980.00	1,000.00	Exempt
	<u>Meeting rooms - per hour</u>				
	Blue Room per hour	01/04/2025	24.00	25.00	Exempt
	Blue Room day offer(9am-5pm)	01/04/2025	175.00	185.00	Exempt
	Blue room half day offer (9am-1pm / 1pm-5pm)	01/04/2025	90.00	95.00	Exempt
	Rehearsal Room per hour	01/04/2025	24.00	25.00	Exempt
	Rehearsal Room day offer (9am-5pm)	01/04/2024	175.00	175.00	Exempt
	Rehearsal room half day offer (9am-1pm / 1pm-5pm)	01/04/2024	90.00	90.00	Exempt
	Ireson/Exeter Room/Bridge Room	01/04/2025	18.00	20.00	Exempt
	Ireson/Exeter Room day offer (9am-5pm)/Bridge	01/04/2025	125.00	140.00	Exempt
	Ireson/Exeter room half day offer (9am-1pm / 1pm-5pm)/Bridge	01/04/2025	68.00	70.00	Exempt
	*access to kitchen up to 4 hours prior to event start time, additional earlier access will incur additional hourly rate of £10				
7	<b>Wyndham Park Visitor Centre</b> Room hire per hour*	01/04/2025	23.00	23.50	Included
	*Guide price - please call the Visitor Centre for a specific hire quotation				
	* Additional staffing cost on top per hour for out of normal hours				
	<b>Performers Right Society charges may be applicable in addition to the above rates</b>				
	<b>Room Hire</b>				
	The Fees & charges listed are guide prices- Please call your respective arts centre for a specific hire quotation				

	Detail	Effective Date	2024/25 £	2025/26 £	VAT
1	<b>BUS STATION - GRANTHAM</b>				
	Per Departure	01/04/2025	0.87	0.87	Included
	<u>Minimum Charge</u>				
	1-75 departures per annum	01/04/2025	57.40	57.40	Included
2	<b>BUS STATION - STAMFORD</b>				
	Per Departure	01/04/2025	0.87	0.87	Included
	<u>Minimum Charge</u>				
	1-75 departures per annum	01/04/2025	57.40	57.40	Included
3	<b>BUS STATION - BOURNE</b>				
	Per Departure	01/04/2025	0.87	0.87	Included
	<u>Minimum Charge</u>				
	1-75 departures per annum	01/04/2025	57.40	57.40	Included

	Detail	Effective Date	2024/25 £	2025/26 £	VAT
	<b>CAR PARKS - GRANTHAM</b>				
1	SHORT STAY (EXCEPT WHARF ROAD & WELHAM STREET)				
	Up to 30 mins	01/04/2022	0.90	N/A	Included
	Up to 1 hour	01/04/2022	1.20	N/A	Included
	Up to 2 hours	01/04/2022	1.90	N/A	Included
	Up to 3 hours	01/04/2022	2.50	N/A	Included
	Up to 4 hours	01/04/2022	4.10	N/A	Included
	Over 4 hours	01/04/2022	5.30	N/A	Included
1a	SHORT STAY (EXCEPT WHARF ROAD & WELHAM STREET)				
	Up to 1 hour	20/01/2025	N/A	Free of Charge	Included
	1-2 hours	20/01/2025	N/A	2.00	Included
	2-4 hours	20/01/2025	N/A	2.50	Included
	Over 4 hours	20/01/2025	N/A	7.00	Included
2	SHORT STAY Wharf Road Grantham				
	Up to 30 mins	01/04/2022	0.90	N/A	Included
	Up to 1 hour	01/04/2022	1.20	N/A	Included
	Up to 2 hours	01/04/2022	1.90	N/A	Included
	Up to 3 hours	01/04/2022	2.50	N/A	Included
	Up to 4 hours	01/04/2022	8.00	N/A	Included
	Over 4 hours	01/04/2022	10.40	N/A	Included
2a	SHORT STAY Wharf Road Grantham				
	Up to 2 hours	20/01/2025	N/A	Free of Charge	Included
	2-4 hours	20/01/2025	N/A	2.50	Included
	Over 4 hours	20/01/2025	N/A	5.00	Included
3	LONG STAY (EXCEPT WELHAM STREET)*				
	Up to 3 hours	01/04/2022	2.50	N/A	Included
	Up to 4 hours	01/04/2022	3.40	N/A	Included
	All day	01/04/2022	4.10	N/A	Included
4	LEISURE TARIFF - Welham Street				
	Up to 3 hours	01/04/2022	1.20	N/A	Included
	Up to 4 hours	01/04/2022	1.70	N/A	Included
	Up to 6 hours	01/04/2022	3.20	N/A	Included
	Over 6 hours	01/04/2022	10.40	N/A	Included
4a	LEISURE TARIFF - Welham Street				
	Up to 1 hour	20/01/2025	N/A	Free of Charge	Included
	1-3 hours	20/01/2025	N/A	1.50	Included
	3-4 hours	20/01/2025	N/A	1.90	Included
	over 4 hours	20/01/2025	N/A	5.00	Included



	Detail	Effective Date	2024/25 £	2025/26 £	VAT
5	LONG STAY SEASON TICKETS - 5 DAYS (Monday to Friday)				
	Per Week	20/01/2025	N/A	18.00	Included
	Per Month	20/01/2025	N/A	65.00	Included
	Per quarter	20/01/2025	135.00	170.00	Included
	Per 6 months	01/04/2022	260.00	N/A	Included
6	LONG STAY SEASON TICKETS - 6 DAYS (Monday to Saturday)				
	Per Week	20/01/2025	N/A	21.50	Included
	Per Month	20/01/2025	N/A	75.00	Included
	Per quarter	20/01/2025	160.00	200.00	Included
	Per 6 months	01/04/2022	310.00	N/A	Included
7	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
	* Conduit Lane redesignated as a short stay car park				

	Detail	Effective Date	2024/25 £	2025/26 £	VAT
	<b>CAR PARKS - STAMFORD</b>				
1	SHORT STAY				
	Up to 30 mins	01/04/2022	1.00	N/A	Included
	Up to 1 hour	01/04/2022	1.30	N/A	Included
	Up to 2 hours	01/04/2022	2.00	N/A	Included
	Up to 3 hours	01/04/2022	2.60	N/A	Included
	Up to 4 hours	01/04/2022	4.20	N/A	Included
	Over 4 hours	01/04/2022	5.40	N/A	Included
1a	SHORT STAY				
	0-1 hours	20/01/2025	N/A	1.50	Included
	1-2 hours	20/01/2025	N/A	2.50	Included
	2-4 hours	20/01/2025	N/A	4.50	Included
	over 4 hours	20/01/2025	N/A	8.00	Included
2	LONG STAY				
	Up to 3 hours	01/04/2022	2.60	N/A	Included
	Up to 4 hours	01/04/2022	3.50	N/A	Included
	All day	01/04/2022	4.20	N/A	Included
2a	LONG STAY				
	0-2 hours	20/01/2025	N/A	3.00	Included
	2-4 hours	20/01/2025	N/A	4.00	Included
	over 4 hours	20/01/2025	N/A	5.00	Included
3	LONG STAY SEASON TICKETS - 5 DAYS (Monday to Friday)				
	Per Week	20/01/2025	N/A	18.00	Included
	Per Month	20/01/2025	N/A	65.00	Included
	Per quarter	20/01/2025	140.00	170.00	Included
	Per 6 months	01/04/2022	265.00	N/A	Included
4	LONG STAY SEASON TICKETS - 6 DAYS (Monday to Saturday)				
	Per Week	20/01/2025	N/A	21.50	Included
	Per Month	20/01/2025	N/A	75.00	Included
	Per quarter	20/01/2025	160.00	200.00	Included
	Per 6 months	01/04/2022	315.00	N/A	Included
5	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	2024/25 £	2025/26 £	VAT
	<b>ENVIRONMENTAL HEALTH</b>				
1	<u>Premise/Business registration fees</u>				
	Acupuncture	01/04/2024	199.00	199.00	O/Scope
	Tattooing	01/04/2024	199.00	199.00	O/Scope
	Electrolysis	01/04/2024	199.00	199.00	O/Scope
	Cosmetic piercing	01/04/2024	199.00	199.00	O/Scope
	Semi permanent skin colouring	01/04/2024	199.00	199.00	O/Scope
	Additional activities (eg cosmetic piercing and tattooing) per activity	01/04/2024	108.50	108.50	O/Scope
	Amendment or replacement certificate	01/04/2024	38.00	38.00	O/Scope
2	<u>Personal registration fees (Per activity)</u>				
	Acupuncture	01/04/2024	102.50	102.50	O/Scope
	Tattooing	01/04/2024	102.50	102.50	O/Scope
	Electrolysis	01/04/2024	102.50	102.50	O/Scope
	Cosmetic piercing	01/04/2024	102.50	102.50	O/Scope
	Semi permanent skin colouring	01/04/2024	102.50	102.50	O/Scope
	Amendment or replacement certificate	01/04/2024	38.00	38.00	O/Scope
3	<u>Unsound food</u>				
	Voluntary surrender certificate (excludes disposal)	01/04/2024	127.20	127.20	Included
4	<u>Food Export Health Certification</u>				
	Inspection (first 2 hours) and certification	01/04/2024	268.20	268.20	Included
	Certification only	01/04/2024	86.40	86.40	Included
5	<u>Food Hygiene Rating Scheme</u>				
	Re-inspection/Re-visit	01/04/2024	303.60	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	01/04/2025	52.00	49.00	O/Scope
	Kennelling per day or part of	01/04/2024	35.00	35.00	O/Scope
7	<u>Scrap Metal Dealers</u>				
	Dealer initial licence - 3 year licence Part A	01/04/2024	298.00	298.00	O/Scope
	Dealer initial licence - 3 year licence Part B	01/04/2024	399.00	399.00	O/Scope
	Dealer licence renewal - Part A	01/04/2024	243.50	243.50	O/Scope
	Dealer licence renewal - Part B	01/04/2024	399.00	399.00	O/Scope
	Collector new - Part A	01/04/2024	167.50	167.50	O/Scope
	Collector new - Part B	01/04/2024	41.50	41.50	O/Scope
	Collector renewal - Part A	01/04/2024	106.00	106.00	O/Scope
	Collector renewal - Part B	01/04/2024	41.50	41.50	O/Scope
	Copy of a licence - Replacement Licence certificate	01/04/2024	31.00	31.00	O/Scope
	Minor variation	01/04/2024	40.50	40.50	O/Scope

	Detail	Effective Date	2024/25 £	2025/26 £	VAT
8	<u>Caravan Sites &amp; Park Homes</u>				
	Application for site Licence - Part A	01/04/2024	545.00	545.00	O/Scope
	Application for site licence - Part B	01/04/2024	44.00	44.00	O/Scope
	Transfer/amendments of up to 2 Licence conditions	01/04/2024	219.00	219.00	O/Scope
	Significant amendments involving a site visit	01/04/2024	355.00	355.00	O/Scope
	Annual Fee	01/04/2024	88.00	88.00	O/Scope
	Additional annual fee per plot	01/04/2024	6.00	6.00	O/Scope
	Enforcement - Based on an hourly rate	01/04/2018	Variable	Variable	O/Scope
	Deposit of site rules	01/04/2024	95.00	95.00	O/Scope
	Replacement licence certificate	01/04/2024	44.00	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	299.00	299.00	O/Scope
9	<u>Contaminated Land</u>				
	Enquiries	01/04/2023	145.00	145.00	O/Scope
10	<u>Private Sector Housing Charges</u>				
	Improvement Notice, Emergency Remedial Action Notice, Prohibition Order, Emergency prohibition Order or Hazard Awareness Notice	01/04/2024	513.00	513.00	O/Scope
	Review of Suspended Improvement Notice or Suspended Prohibition Order	01/04/2024	197.50	197.50	O/Scope
11	<u>Food Hygiene/Health &amp; Safety Charges</u>	01/04/2018	Hourly Rate	Hourly Rate	Included
12	<u>Immigration inspections</u>	01/04/2024	266.50	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	<u>Houses in Multiple Occupation</u>				
	New Licence - Part A	01/04/2024	570.50	570.50	O/Scope
	New Licence - Part B	01/04/2024	152.75	152.75	O/Scope
	Renewal of licence (before expiry, no changes) Part A	01/04/2024	335.75	335.75	O/Scope
	Renewal of licence (before expiry, no changes) Part B	01/04/2024	152.75	152.75	O/Scope
	Replacement licence certificate	01/04/2024	32.00	32.00	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	2024/25 £	2025/26 £	VAT
15	<b>Sampling of Private Water Supplies (Human Consumption)</b>				
	Risk Assessment (each assessment)	01/04/2019	Hourly Rate	Hourly Rate	O/Scope
	Sampling (each visit)	01/04/2019	Hourly Rate	Hourly Rate	O/Scope
	Investigation (each investigation)	01/04/2019	Hourly Rate	Hourly Rate	O/Scope
	Grant of authorisation (each authorisation)	01/04/2019	Hourly Rate	Hourly Rate	O/Scope
	Analysing a sample:				
	Taken under Reg 10 (domestic)	01/04/2019	Variable	Variable	O/Scope
	Taken during monitoring of group A parameters	01/04/2019	Variable	Variable	O/Scope
	Taken during monitoring of Group B parameters and monitoring under regulation 11	01/04/2019	Variable	Variable	O/Scope
16	<b><u>Smoke Free Fixed Penalty Notices</u></b>				
	Smoking in smoke free designated premises, place, vehicle	01/04/2016	50.00	50.00	O/Scope
	If paid within 15 days of issue	01/04/2016	30.00	30.00	O/Scope
	Failing to display smoke free signage as per law	01/04/2016	200.00	200.00	O/Scope
	If paid within 15 days of issue	01/04/2016	150.00	150.00	O/Scope
17	<b><u>Smoke and Carbon Monoxide Alarms For Relevant Landlords</u></b>				
	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	<b><u>Letting Agents Redress Scheme</u></b>				
	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	<b><u>Electrical Safety Regulations Civil Penalties</u></b>				
	Breach of Electrical Safety Regulations (Maximum penalty allowed by legislation £30,000 should be calculated using penalty Matrix)	01/04/2024	30,000.00	30,000.00	O/Scope
20	<b><u>Hygiene &amp; Food Safety</u></b>				
	New Business Advice Consultation	01/04/2024	291.60	291.60	Included
	Food Hygiene Checkup	01/04/2025	255.00	N/A	Included
	Food Safety Organiser	01/04/2024	43.20	43.20	Included
	Food hygiene workshop (1 hour max 8 people)	01/04/2024	291.60	291.60	Included
21	<b><u>Safer Food Better Business</u></b>				
	Catering pack	01/04/2025	27.60	28.10	Included
	Retail pack	01/04/2025	26.40	26.90	Included
	Childminder pack	01/04/2025	17.40	17.90	Included
	Residential care home supplement	01/04/2025	10.20	10.70	Included
	6 month diary refill	01/04/2025	15.00	15.50	Included
	12 month diary refill	01/04/2025	17.40	17.90	Included

	Detail	Effective Date	2024/25 £	2025/26 £	VAT
22	<u>Minimum Energy Efficiency Standard (Private Rented Property)</u>				
	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	2024/25	2024/25	2025/26	2025/26	VAT
	<u>LAPPC Permits for Part B Installations, Mobile Plant and Solvent Emissions Activities</u>						
<b>1</b>	<b>Application Fees</b>						
	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		O/Scope
	Mobile Plant (not using simplified permits)	01/04/2017	1,650.00		1,650.00		O/Scope
	- for the third to seventh application	01/04/2017	985.00		985.00		O/Scope
	- for the eighth and subsequent applications	01/04/2017	498.00		498.00		O/Scope
	Where an application for any of the above is for a combined Part B and waste application, add an extra £297 to the above amounts						
<b>2</b>	<b>Substantial changes to permits</b>						
	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
<b>3</b>	<b>Transfer and Surrender</b>						
	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
<b>4</b>	<b>Temporary transfer for mobiles</b>						
	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
<b>5</b>	<b>Annual Subsistence Charge</b>						
	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						

	Detail	Effective Date	2024/25	2024/25	2025/26	2025/26	VAT
5	<b>Annual Subsistence Charge</b>						
	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						
	Note: The above fees are those currently imposed by DEFRA, a full copy of which can be viewed on their website <a href="http://www.gov.uk">www.gov.uk</a>						
6	<b>LAPPC mobile plant charges (not using simplified permit)</b>		LOW App Fee	MED LOW	HIGH 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	<b>LA-IPPC (Local Authority Element)</b>						
	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						

Note: 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](http://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	2024/25 £	2025/26 £	VAT
	<b>LICENCES</b>				
1	<u>Hackney Carriage and Private Hire *</u>				
	Driver's licence - 3 Year - Standard Licence Period	01/04/2024	310.25	310.25	O/Scope
	Driver's licence - annual (aged 65yrs or above and/or medical condition)	01/04/2024	125.00	125.00	O/Scope
	Change to dual licence (mid year)	01/04/2024	48.00	48.00	O/Scope
	Replacement drivers badge (sent by Royal Mail)	01/04/2024	29.00	29.00	O/Scope
	Replacement drivers badge (collected from Customer Services)	01/04/2024	35.75	35.75	O/Scope
	Replacement vehicle plate	01/04/2024	69.30	69.30	Included
	Replacement licence certificate	01/04/2024	23.00	23.00	O/Scope
	Replacement vehicle bracket	01/04/2024	16.80	16.80	Included
	Replacement internal vehicle plate (sent by royal mail)	01/04/2024	30.50	30.50	O/Scope
	Replacement internal vehicle plates (collected from Customer Services)	01/04/2024	37.25	37.25	O/Scope
	Transfer of vehicle ownership	01/04/2024	47.00	47.00	O/Scope
	Local Knowledge Test- Hackney Carriage Only (initial and retest)	01/04/2024	78.25	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	191.00	191.00	O/Scope
	Change of registration number ie cherished number plates	01/04/2024	106.00	106.00	O/Scope
	Enhanced DBS disclosure fee	01/04/2024	38.00	38.00	O/Scope
	Enhanced DBS Admin fee (new application - 3yr licence)	01/04/2024	35.00	35.00	O/Scope
	Enhanced DBS Admin fee (2nd application during 3yr licence)	01/04/2024	45.00	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	272.00	272.00	O/Scope
	Hackney Carriage	01/04/2024	298.50	298.50	O/Scope
	20% reduction for LPG/Hybrid/Wheelchair vehicles: Private Hire	01/04/2024	217.50	217.50	O/Scope
	20% reduction for LPG/Hybrid/Wheelchair vehicles: Hackney	01/04/2024	238.75	238.75	O/Scope
	50% reduction for electric/zero emissions vehicles: Private Hire	01/04/2024	136.00	136.00	O/Scope
	50% reduction for electric/zero emissions vehicles: Hackney	01/04/2024	149.25	149.25	O/Scope
	Exemption from displaying Private Hire plate	01/04/2024	102.00	102.00	O/Scope
	Exemption from displaying Private Hire plate (renewal fee)	01/04/2024	64.00	64.00	O/Scope
3	<u>Credit for unexpired days due to change of vehicle</u>				
	Private Hire	01/04/2024	0.75	0.75	O/Scope
	Hackney Carriage	01/04/2024	0.82	0.82	O/Scope
	Activities involving Animals - Additional vets fees may apply to these licences				
4	<u>Animal Licences</u>				
	Pre application/Re-inspections (where applicable)	01/04/2024	230.75	230.75	O/Scope
	Dog Boarding - Part A	01/04/2024	247.50	247.50	O/Scope
	Dog Boarding - Part B	01/04/2024	141.50	141.50	O/Scope
	Cat Boarding - Part A	01/04/2024	247.50	247.50	O/Scope
	Cat Boarding - Part B	01/04/2024	141.50	141.50	O/Scope
	Dual Dog and Cat Boarding - Part A	01/04/2024	297.75	297.75	O/Scope
	Dual Dog and Cat Boarding - Part B	01/04/2024	167.50	167.50	O/Scope
	Dog Day Care - Part A	01/04/2024	247.50	247.50	O/Scope
	Dog Day Care - Part B	01/04/2024	141.50	141.50	O/Scope

	Detail	Effective Date	2024/25 £	2025/26 £	VAT
	Home Boarding - Part A	01/04/2024	167.50	167.50	O/Scope
	Home Boarding - Part B	01/04/2024	115.25	115.25	O/Scope
	Arrangers/Franchisers	01/04/2024	115.25	115.25	O/Scope
	Dog Breeding Establishments Part A	01/04/2024	286.50	286.50	O/Scope
	Dog Breeding Establishments Part B	01/04/2024	219.50	219.50	O/Scope
	Sale of Animals as Pets- (Pet shops) Part A	01/04/2024	247.50	247.50	O/Scope
	Sale of selling Animals as Pets - (Pet shops) Part B	01/04/2024	141.50	141.50	O/Scope
	Hiring of Horses (Riding Establishments) Part A	01/04/2024	286.50	286.50	O/Scope
	Hiring of Horses (Riding Establishments) Part B	01/04/2024	219.50	219.50	O/Scope
	Dangerous Wild Animals Part A	01/04/2024	234.50	234.50	O/Scope
	Dangerous Wild Animals Part B	01/04/2024	49.75	49.75	O/Scope
	Transfer of licence	01/04/2024	126.50	126.50	O/Scope
	Animals for exhibition (3 year Licence) Part A	01/04/2024	167.50	167.50	O/Scope
	Animals for exhibition (3 year Licence) Part B	01/04/2024	115.25	115.25	O/Scope
	Variation (with inspection)	01/04/2024	230.75	230.75	O/Scope
	Variation (no inspection)	01/04/2024	63.25	63.25	O/Scope
5	<u>Zoo Licences</u>				
	New Application (4 year) Part A	01/04/2024	513.50	513.50	O/Scope
	New Application (4 year) Part B	01/04/2024	230.75	230.75	O/Scope
	Renewal (6 year) Part A	01/04/2024	435.50	435.50	O/Scope
	Renewal (6 year) Part B	01/04/2024	439.00	439.00	O/Scope
	Transfer of Licence	01/04/2024	126.50	126.50	O/Scope
6	<u>Sex Establishments</u>				
	New Application/Renewal/Transfer/Variation- Part A	01/04/2024	1884.00	1884.00	O/Scope
	New Application/Renewal/Transfer/Variation - Part B	01/04/2024	155.50	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	2024/25 £	2025/26 £	VAT
	<b>ALCOHOL LICENSING - Fees Set by Government</b>				
1	<b>Licensed Premises</b>				
	<b>Grant of Premises Licence or Club Premises Certificate</b>				
	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	<b>Variation of Premises Licence or Club Premises Certificate</b>				
	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	<b>Annual Fee for Premises Licence or Club Premises Certificate</b>				
	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	<b>Grant of Premises Licence where alcohol is primary use</b>				
	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	<b>Annual Fee for Premises Licence where alcohol is primary use</b>				
	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
6	<b>Grant of Premises Licence or Club Premises Certificate</b>				
	<b>Number of Persons</b>				
	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

	Detail	Effective Date	2024/25 £	2025/26 £	VAT
	<b>ALCOHOL LICENSING - Fees Set by Government</b>				
7	<b>Annual Fee - Number of Persons</b>				
	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
8	<b>Other Charges - Licensing Act 2003</b>				
	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

	Detail	Effective Date	2024/25 £	2025/26 £	VAT
	<b>GAMBLING LICENSING</b>				
1	<u>Bingo Premises Licence</u>				
	Application for Provisional Statement	01/04/2024	833.75	833.75	O/Scope
	Non Conversion Fee, Provisional Statement Premises	01/04/2024	665.00	665.00	O/Scope
	Non Conversion Fee, Other Premises	01/04/2024	879.75	879.75	O/Scope
	Annual Fee	01/04/2024	587.00	587.00	O/Scope
	Variation of Licence	01/04/2024	801.75	801.75	O/Scope
	Transfer Fee	01/04/2024	670.25	670.25	O/Scope
	Application for Reinstatement of Licence	01/04/2024	670.25	670.25	O/Scope
2	<u>Adult Gaming Centre Premises Licence</u>				
	Application for Provisional Statement	01/04/2024	767.50	767.50	O/Scope
	Non Conversion Fee, Provisional Statement Premises	01/04/2024	491.25	491.25	O/Scope
	Non Conversion Fee, Other Premises	01/04/2024	801.75	801.75	O/Scope
	Annual Fee	01/04/2024	516.00	516.00	O/Scope
	Variation of Licence	01/04/2024	742.75	742.75	O/Scope
	Transfer Fee	01/04/2024	599.75	599.75	O/Scope
	Application for Reinstatement of Licence	01/04/2024	599.75	599.75	O/Scope
3	<u>Family Entertainment Centre Premises Licence</u>				
	Application for Provisional Statement	01/04/2024	767.50	767.50	O/Scope
	Non Conversion Fee, Provisional Statement Premises	01/04/2024	491.25	491.25	O/Scope
	Non Conversion Fee, Other Premises	01/04/2024	801.75	801.75	O/Scope
	Annual Fee	01/04/2024	516.00	516.00	O/Scope
	Variation of Licence	01/04/2024	742.75	742.75	O/Scope
	Transfer Fee	01/04/2024	599.75	599.75	O/Scope
	Application for Reinstatement of licence	01/04/2024	599.75	599.75	O/Scope
4	<u>Betting Premises Licence (other e.g. Betting shops)</u>				
	Application for Provisional Statement	01/04/2024	767.50	767.50	O/Scope
	Non Conversion Fee, Provisional Statement Premises	01/04/2024	491.25	491.25	O/Scope
	Non Conversion Fee, Other Premises	01/04/2024	801.75	801.75	O/Scope
	Annual Fee	01/04/2024	516.00	516.00	O/Scope
	Variation of Licence	01/04/2024	742.75	742.75	O/Scope
	Transfer Fee	01/04/2024	599.75	599.75	O/Scope
	Application for Reinstatement of licence	01/04/2024	599.75	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	2024/25 £	2025/26 £	VAT
	<b>NEIGHBOURHOODS</b>				
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	500.00	500.00	O/Scope
	Reduced for repayment within 14 days	01/04/2024	250.00	250.00	O/Scope
7	Fixed Penalty Notice - Fly Tipping	01/04/2024	1,000.00	1,000.00	O/Scope
	Reduced for repayment within 14 days	01/04/2024	500.00	500.00	O/Scope
8	Fixed Penalty Notice - Fly Posting*	01/04/2018	100.00	100.00	O/Scope
9	Fixed Penalty Notice - Graffiti	01/04/2024	500.00	500.00	O/Scope
	Reduced for repayment within 14 days	01/04/2024	250.00	250.00	O/Scope
10	Fixed Penalty Notice - Abandoning a Vehicle	01/04/2017	200.00	200.00	O/Scope
11	Fixed Penalty Notice - Nuisance Parking	01/04/2017	100.00	100.00	O/Scope
12	Fixed Penalty Notice - Householder waste duty of care*	01/04/2024	600.00	600.00	O/Scope
	Reduced for repayment within 14 days	01/04/2024	300.00	300.00	O/Scope
13	REQUESTS FOR RELEASE OF CCTV IMAGES				
	Legal Representative/Insurance Company	01/04/2025	75.00	100.00	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	2024/25 £	2025/26 £	VAT
	<b>NEIGHBOURHOODS</b>				
	<b>REMOVAL OF VEHICLES</b>				
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

	Detail	Effective Date	2024/25 £	2025/26 £	VAT
19	<b>STORAGE OF VEHICLES PER 24 HOURS OR PART OF</b>				
	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	<b>DISPOSAL OF VEHICLES</b>				
	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	2024/25 £	2025/26 £	VAT
	<b>MARKETS - GRANTHAM</b>				
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
	<b>MARKETS - STAMFORD</b>				
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
	<b>MARKETS - BOURNE</b>				
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
	<b>FOR ALL MARKETS</b>				
13	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
14	Recommend a market trader scheme & new stall holders please contact us by email; markets@southkesteven.gov.uk to discuss offers	01/04/2025	N/A	N/A	Exempt

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

	Detail	Effective Date	2024/25 £	2025/26 £	VAT
	<b>LOCAL LAND CHARGE FEES</b>				
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)	01/04/2025	15.00	N/A	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*				
	- Contact for a quotation on landcharges@southkesteven.gov.uk	01/04/2020	Variable	Variable	Included
8	Additional charge for expedited official search and Con29 - (3 Day Turnaround)	01/04/2023	43.75	43.75	O/Scope
9	<b>CON 29R UNREFINED DATA CHARGES*</b>				
	Building Regulations Q1.1 (F to H)	01/04/2025	7.80	8.00	Included
	Roads Q2.1	01/04/2025	7.80	8.00	Included
	PROWS Q2.2	01/04/2025	7.80	8.00	Included
	Land Requisitioned for Public Purposes Q3.1	01/04/2025	7.80	8.00	Included
	Roadworks Q3.2	01/04/2025	7.80	8.00	Included
	Drainage Q3.3	01/04/2025	7.80	8.00	Included
	Road Schemes Q3.4	01/04/2025	7.80	8.00	Included
	Nearby Railway Schemes Q3.5	01/04/2025	7.80	8.00	Included
	Traffic Schemes Q3.6	01/04/2025	7.80	8.00	Included
	Outstanding Notices Q3.7 (A-D & F)	01/04/2025	7.80	8.00	Included
	Notices Q3.7 E & G	01/04/2025	7.80	8.00	Included
	Contravention of Building Regulations Q3.8	01/04/2025	7.80	8.00	Included
	Notices, Orders, Directions and Proceedings under Planning Acts Q3.9 (A-N)	01/04/2025	7.80	8.00	Included
	Community Infrastructure Levy Q3.10	01/04/2025	7.80	8.00	Included
	Conservation Area Q3.11	01/04/2025	7.80	8.00	Included
	Compulsory Purchase Q3.12	01/04/2025	7.80	8.00	Included
	Contaminated Land Q3.13	01/04/2025	7.80	8.00	Included
	Radon Q3.14	01/04/2025	7.80	8.00	Included
	Assets of Community Value Q3.15	01/04/2025	7.80	8.00	Included
	*The charges quoted will incur a charge based on an hourly rate of £54.90 (incl VAT)				

<b>DEVELOPMENT CONTROL FEES (SET BY GOVERNMENT)</b>		
<b>A. OUTLINE APPLICATIONS</b>		
£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>B. HOUSEHOLDER APPLICATIONS</b>		
Alterations/extensions to a <b>single dwellinghouse</b> , including works within boundary	Single dwellinghouse	£258
<b>C. FULL APPLICATIONS</b> (and First Submissions of Reserved Matters; or Technical Details Consent)		
Alterations/extensions to <b>two or more dwellinghouses</b> , including works within boundaries	Two or more dwellinghouses (or two or more flats)	£509
<b>New dwellinghouses</b> (Not more than 10 dwellinghouses)	New dwellinghouses (not more than 10)	£578 per dwellinghouse
<b>New dwellinghouses</b> (between 10 and 50)	New dwellinghouses (between 10 and 50)	£624 per dwellinghouse
<b>New dwellinghouses</b> (for <i>more</i> 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
<b>Erection of buildings</b> (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
<b>The erection of buildings</b> (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

<b>DEVELOPMENT CONTROL FEES (SET BY GOVERNMENT)</b>		
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
<b>Erection of glasshouses</b> (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
<b>Erection/alterations/replacement of plant and machinery</b>		
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
<b>D. APPLICATIONS OTHER THAN BUILDING WORKS</b>		
<b>Car parks, service roads or other accesses</b>	For existing uses	£293
<b>Waste</b> (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
<b>Operations connected with exploratory drilling for oil or natural gas</b>		
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

<b>DEVELOPMENT CONTROL FEES (SET BY GOVERNMENT)</b>		
<b>Operations (other than exploratory drilling) for the winning and working of oil or natural gas</b>		
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
<b>Other operations (winning and working of minerals) excluding oil and natural gas</b>		
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
<b>Other operations (not coming within any of the above categories)</b>		
Site area	Any site area	£293 for each 0.1 hectare (or part thereof) up to a maximum of £2,535
<b>E. LAWFUL DEVELOPMENT CERTIFICATE</b>		
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.
<b>F. PRIOR APPROVAL</b>		
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		£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		£120
Notification for Prior Approval for a Change of Use from Amusement Arcades/Centres and Casinos, (Sui Generis Uses) and any land within its		£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,		£120
Notification for Prior Approval for the Installation, Alteration or Replacement of other Solar Photovoltaics (PV) equipment on the Roofs of Non-domestic		£120

<b>DEVELOPMENT CONTROL FEES (SET BY GOVERNMENT)</b>		
<b>G. RESERVED MATTERS</b>		
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
<b>H. APPROVAL/VARIATION/DISCHARGE OF CONDITION</b>		
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
<b>I. CHANGE OF USE of a building to use as one or more separate dwellinghouses, or other cases</b>		
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
<b>Other Changes of Use of a building or land</b>		£462
<b>J. ADVERTISING</b>		
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
<b>K. APPLICATION FOR NON-MATERIAL AMENDMENT FOLLOWING A GRANT OF PLANNING PERMISSION</b>		
Applications in respect of householder developments		£43
Applications in respect of other developments		£293
<b>L. APPLICATION FOR PERMISSION IN PRINCIPLE (valid from 1 June 2018)</b>		
Site area		£503 for each 0.1 hectare (or part thereof)
<b>M. CONCESSIONS</b>		
<b>Exemptions from payment</b>		
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 admitted		
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		
* For an application where an appeal was made on the grounds of non-determination: Within 12 months of the period		
*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		
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		

<b>DEVELOPMENT CONTROL FEES (SET BY GOVERNMENT)</b>
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
<b>Reductions to payments</b>
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.
<b>This is only a summary of scales of fees, listing only the most common types of application.</b>

	Detail	Effective Date	2024/25 £	2025/26 £	VAT
	<b>PLANNING CHARGES</b>				
1	<u>Charges in connection with land/property transactions</u>				
	Detailed queries on consents involving search for relevant information*	01/04/2024	43.20	43.20	Included
	Check involving site inspection**	01/04/2024	35.10	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	2024/25 £	2025/26 £	VAT
	<b>PRE-PLANNING CHARGES</b>				
1	<u>Householders</u>				
	Charge for any pre-planning advice undertaken	01/04/2024	90.00	90.00	Included
	"Do I require planning permission?"/Permitted Development Query	01/04/2024	75.00	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	282.00	282.00	Included
	of 1 ha or above or buildings under 1,000 sqm (gross)	01/04/2024	564.00	564.00	Included
3	<u>Development of dwellings</u>				
	1-9 dwellings including changes of use to:				
	residential, for 1st dwelling	01/04/2024	375.00	375.00	Included
	for each additional dwelling	01/04/2024	201.00	201.00	Included
	10-49 dwellings including changes of use to:				
	residential, for the 10th dwelling (includes Design PAD)	01/04/2024	1,965.00	1,965.00	Included
	meeting for each additional dwelling	01/04/2024	111.00	111.00	Included
	50 plus dwellings, including changes of use to				
	residential (includes Design one PAD meeting)	01/04/2024	6,960.00	6,960.00	Included
	Residential development where number of dwellings unknown - per 0.1 hectare (includes one Design PAD meeting)	01/04/2024	300.00	300.00	Included
4	<u>Non-residential development</u>				
	Where no floor space is created:	01/04/2024	162.00	162.00	Included
	Up to 499 sqm floor area or 0.5 ha site area	01/04/2024	282.00	282.00	Included
	between 500 and 999 sqm floor area, or between 0.51 ha and 1.0 ha	01/04/2024	480.00	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	1,020.00	1,020.00	Included
	between 5,000 sqm or more or 2.1 ha or more* (includes one Design PAD meeting)	01/04/2024	1,965.00	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	01/04/2025	81.00	83.00	Included
	Variation or modification of a completed planning obligation (as a standalone request)	01/04/2024	162.00	162.00	Included
	(Additional fees will be required to cover the Council's legal costs should your request be acceptable)				
	Confirmation that a planning permission or planning obligation has been complied with (per letter) (desk based)	01/04/2025	81.00	83.00	included
	Confirmation that a planning permission or planning obligation has been complied with (per letter) (site visit required)	01/04/2025	141.00	144.00	included
	Advertising	01/04/2025	141.00	144.00	Included
	Development that would involve relevant demolition works	01/04/2024	96.00	96.00	Included
	Non-householder works or alterations to a listed building	01/04/2024	162.00	162.00	Included

	Detail	Effective Date	2024/25 £	2025/26 £	VAT
	Hazardous substances	01/04/2024	186.00	186.00	Included
	Changes of use not falling within any of the above categories	01/04/2024	267.00	267.00	Included
	Additional Design PAD Review (meetings and response)	01/04/2024	1,455.00	1,455.00	Included
	Planning Performance Agreement - please contact us for a quotation on <a href="mailto:planning@southkesteven.gov.uk">planning@southkesteven.gov.uk</a>	01/04/2020	Variable	Variable	Included
	Fees will be based on the officer hourly rates published				
	<b>STREET NAMING &amp; NUMBERING</b>				
1	Individual house re-name or re-number	01/04/2025	50.00	51.00	Exempt
2	Development re-number due to change of layout involving plot numbering or plot positions	01/04/2025	50.00	51.00	Exempt
3	Additional of a house name, where property has an official number	01/04/2025	50.00	51.00	Exempt
4	Removal of a house name from address, where property has an official number	01/04/2025	50.00	51.00	Exempt
5	Renaming/renumbering of street at residents request	01/04/2025	275.00	277.00	Exempt
	plus per property	01/04/2025	50.00	51.00	Exempt
6	Confirmation of historic change of address to solicitors, occupiers or owner	01/04/2025	50.00	51.00	Exempt
7	Numbering of Properties - new developments				
	Per Plot	01/04/2025	50.00	51.00	Exempt
8	Naming of new streets - Per Street	01/04/2025	110.00	112.00	Exempt
	<b>OFFICER HOURLY RATES</b>				
1	Assistant Director	01/04/2025	135.00	138.00	Included
	Development Management and Enforcement Manager	01/04/2025	117.00	120.00	Included
	Planning Policy Manager	01/04/2025	117.00	120.00	Included
	Principal Planning Officer	01/04/2025	105.00	107.00	Included
	Senior Planning Officer	01/04/2025	96.00	98.00	Included
	Planning/Asst Planning Officer	01/04/2025	87.00	89.00	Included
	Urban Design	01/04/2025	96.00	98.00	Included
	Conservation Officer	01/04/2025	96.00	98.00	Included
	Other specialist advice from other areas of the Council	01/04/2025	96.00	98.00	Included
	Project Management/Administration	01/04/2025	81.00	83.00	Included
2	Other Fees and Charges				
	High Hedges complaint	01/04/2025	381.00	385.00	included
	Applications to divert or stop up a public right of way Administration costs	01/04/2024	510.00	1,500.00	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	2024/25 £	2025/26 £	VAT
	<b><u>BOURNE LEISURE CENTRE</u></b>				
1	<u>Swimming Pool</u>				
	Swimming - full rate	01/04/2025	7.15	7.30	Exempt
	Swimming - concession	01/04/2025	5.50	5.60	Exempt
	Under 5's	01/04/2024	1.10	1.10	Exempt
	Parent and toddler session	01/04/2025	7.50	7.65	Exempt
	Exclusive pool hire (per hour)	01/04/2025	203.50	207.50	Exempt
	LCC Schools (per individual)	01/04/2025	1.75	1.80	Exempt
2	<u>Main Hall (per hour)</u>				
	Sporting - full rate	01/04/2025	82.50	84.15	Exempt
	Commercial	01/04/2012	Negotiable	Negotiable	Exempt
	Badminton - full rate	01/04/2025	15.40	15.70	Exempt
	Table tennis - full rate per hour	01/04/2025	9.90	10.10	Exempt
3	<u>Fitness Room (per hour)</u>				
	Individual use - full rate	01/04/2025	9.90	10.10	Exempt
4	<u>Miscellaneous (per hour)</u>				
	Activity room/meeting room - full rate	01/04/2025	44.00	44.80	Exempt
	Spectator (per individual)	01/04/2025	1.70	1.75	Exempt
5	<u>Membership</u>				
	Adult member	01/04/2024	34.99	34.99	Exempt
	Junior (U16)	01/04/2024	29.99	29.99	Exempt
	Concessionary	01/04/2024	29.99	29.99	Exempt
	<b>THE LIST OF CHARGES IS NOT DEFINITIVE AND ARE NON-MEMBER RATES</b> <b>LOWER CHARGES ARE AVAILABLE FOR LEISURE CENTRE MEMBERS</b> <b>MEMBERSHIP RATES MAY VARY ACCORDING TO LOCAL PROMOTIONS</b>				

	Detail	Effective Date	2024/25 £	2025/26 £	VAT
	<b><u>THE GRANTHAM MERES LEISURE CENTRE</u></b>				
1	<u>Swimming pool</u>				
	Swimming - full rate	01/04/2025	7.15	7.30	Exempt
	Swimming - concession	01/04/2025	5.50	5.60	Exempt
	Under 5's	01/04/2024	1.10	1.10	Exempt
	Parent and toddler session	01/04/2025	7.50	7.65	Exempt
	Exclusive pool hire (per hour)	01/04/2025	203.50	207.50	Exempt
	LCC Schools (per individual)	01/04/2025	1.75	1.80	Exempt
2	<u>Main Hall (per hour)</u>				
	Sporting - full rate	01/04/2025	104.50	106.50	Exempt
	Commercial	01/04/2025	143.00	145.75	Exempt
	Badminton - full rate	01/04/2025	15.40	15.70	Exempt
	Table tennis centre hall	01/04/2025	82.50	84.15	Exempt
	Table tennis - full rate per hour	01/04/2025	9.90	10.10	Exempt
3	<u>Second Hall (per hour)</u>				
	Sporting - full rate	01/04/2025	49.50	50.50	Exempt
	Commercial	01/04/2025	49.50	50.50	Exempt
4	<u>Fitness Room (per hour)</u>				
	Individual use - full rate	01/04/2025	11.00	11.20	Exempt
5	<u>Miscellaneous (per hour)</u>				
	Meeting room - full rate	01/04/2025	23.10	23.50	Exempt
	Activity Room - full rate	01/04/2025	23.10	23.50	Exempt
	Spectator (per individual)	01/04/2025	1.70	1.75	Exempt
6	<u>Synthetic Pitch Pay and Play (per hour)</u>				
	Full pitch (11v11)	01/04/2025	104.50	106.50	Exempt
	Quarter pitch (5v5)	01/04/2025	35.20	35.90	Exempt
	Half pitch (9v9)	01/04/2025	63.25	64.50	Exempt
7	<u>Outdoor Facilities - (per hour)</u>				
	Tennis court - full rate	01/04/2025	12.30	12.50	Exempt
	Netball - full rate	01/04/2025	26.40	26.90	Exempt
8	<u>Membership</u>				
	Adult member	01/04/2024	37.99	37.99	Exempt
	Junior (U16)	01/04/2024	29.99	29.99	Exempt
	Concessionary	01/04/2024	29.99	29.99	Exempt
	<b>THE LIST OF CHARGES IS NOT DEFINITIVE AND ARE NON-MEMBER RATES</b>				
	<b>LOWER CHARGES ARE AVAILABLE FOR LEISURE CENTRE MEMBERS</b>				
	<b>MEMBERSHIP RATES MAY VARY ACCORDING TO LOCAL PROMOTIONS</b>				

	Detail	Effective Date	2024/25 £	2025/26 £	VAT
	<b><u>SOUTH KESTIVEN SPORTS STADIUM</u></b>				
1	<u>Track Hire</u>				
	Adult	01/04/2025	66.00	67.30	Exempt
	Concession	01/04/2025	41.80	42.60	Exempt
	Floodlights	01/04/2025	60.50	61.75	Exempt
	Commercial	01/04/2012	Negotiable	Negotiable	Exempt
	Non-sporting / Non-commercial	01/04/2025	71.50	72.90	Exempt
2	<u>Individual use (per hour)</u>				
	Adult	01/04/2025	5.50	5.60	Exempt
	Concession	01/04/2025	3.85	3.90	Exempt
	Spectator (per individual)	01/04/2025	1.65	1.70	Exempt
	Hire of equipment (per booking)	01/04/2025	31.90	32.50	Exempt
	Setting up time	01/04/2025	31.90	32.50	Exempt
3	<u>Main football pitch hire</u>				
	Pitch hire (up to 2 hours)				
	Adult	01/04/2025	181.50	185.00	Exempt
	Concession	01/04/2025	121.00	123.00	Exempt
	Floodlights (per match)	01/04/2025	60.50	61.70	Exempt
	Commercial (per hour)	01/04/2012	Negotiable	Negotiable	Exempt
4	<u>Individual room hire (per hour)</u>				
	P.A./Meeting room	01/04/2025	19.80	20.00	Exempt
	<b>THE LIST OF CHARGES IS NOT DEFINITIVE AND ARE NON-MEMBER RATES</b> <b>LOWER CHARGES ARE AVAILABLE FOR LEISURE CENTRE MEMBERS</b> <b>MEMBERSHIP RATES MAY VARY ACCORDING TO LOCAL PROMOTIONS</b>				

	Detail	Effective Date	2024/25 £	2025/26 £	VAT
	<b><u>STAMFORD LEISURE CENTRE</u></b>				
1	<u>Swimming pool</u>				
	Swimming - full rate	01/04/2025	7.15	7.30	Exempt
	Swimming - concession	01/04/2025	5.50	5.60	Exempt
	Under 5's	01/04/2024	1.10	1.10	Exempt
	Parent and toddler session	01/04/2025	7.50	7.65	Exempt
	Parties - exclusive pool hire (per hour)	01/04/2025	203.50	207.50	Exempt
	LCC schools (per individual)	01/04/2025	1.75	1.80	Exempt
	Spectator (per individual)	01/04/2025	1.70	1.75	Exempt
2	<u>Membership</u>				
	Adult member	01/04/2024	34.99	34.99	Exempt
	Junior (U16)	01/04/2024	29.99	29.99	Exempt
	Concessionary	01/04/2024	29.99	29.99	Exempt
	<b>THE LIST OF CHARGES IS NOT DEFINITIVE AND ARE NON-MEMBER RATES</b>				
	<b>LOWER CHARGES ARE AVAILABLE FOR LEISURE CENTRE MEMBERS</b>				
	<b>MEMBERSHIP RATES MAY VARY ACCORDING TO LOCAL PROMOTIONS</b>				

	Detail	Effective Date	2024/25 £	2025/26 £	VAT
	<b>GRANTHAM CEMETERY</b>				
	<b>TRADITIONAL BURIAL GROUND</b>				
1	<u>Exclusive Right of Burial</u> (Not exceeding 50 years)				
	Standard grave space - Parishioners	01/04/2025	713.00	749.00	Exempt
2	<u>Interment</u>				
	Person aged 16 years or over - single depth	01/04/2025	738.00	775.00	Exempt
	Person aged 16 years or over - double depth	01/04/2025	822.00	863.00	Exempt
	Child below 16 years	01/04/2025	315.00	331.00	Exempt
	Each additional coffin space	01/04/2025	254.00	267.00	Exempt
3	<u>Licence for the Erection of Memorials</u>				
	Headstone (not exceeding 3 feet in height)	01/04/2025	182.00	191.00	Exempt
	Headstone (each additional 6 inches)	01/04/2025	182.00	191.00	Exempt
	Metal faced tablet	01/04/2025	121.00	127.00	Exempt
	Additional inscription	01/04/2025	73.00	77.00	Exempt
	Kerbed memorial	01/04/2025	194.00	204.00	Exempt
4	<u>Mausoleum *</u>				
	Single vault mausoleum plot	01/04/2025	919.00	965.00	Exempt
5	<u>Re-Open Graves</u>				
	Interment Fee - single depth	01/04/2025	629.00	660.00	Exempt
	Interment Fee - double depth	01/04/2025	822.00	863.00	Exempt
	Interment ashed into grave	01/04/2025	218.00	229.00	Exempt
6	<u>Woodland Burial Ground</u>				
	All inclusive charge covering standard grave space, single depth interment, tree and plaque - Parishioners	01/04/2025	1,761.00	1,849.00	Exempt
7	<u>Transfer of Grave Ownership</u>				
	Administration charge	01/04/2025	153.00	161.00	Exempt
	<b>MUSLIM INTERMENTS</b>				
1	Monday - Friday 1 April until 30 September 08:00 - 17:00				
	Interments	01/04/2025	1,125.00	1,181.00	Exempt
	Infants Under 2 yrs	01/04/2025	556.00	584.00	Exempt
2	Monday - Friday 1 October until 31 March 08:30 - 15:30				
	Interments	01/04/2025	1,125.00	1,181.00	Exempt
	Infants Under 2 yrs	01/04/2025	556.00	584.00	Exempt
	* Muslims burials are not available at weekends or on bank holidays				

	Detail	Effective Date	2024/25 £	2025/26 £	VAT
1	<u>Green Waste</u>				
	Delivery of Green bin (or bins to same address)	01/04/2025	12.00	14.00	O/Scope
	Provision of green bin (all new or additional bins)	01/04/2024	28.00	29.00	O/Scope
	Annual collection charge (first bin)	01/04/2025	51.00	53.00	O/Scope
	Annual collection charge (each subsequent bin)	01/04/2025	42.00	44.00	O/Scope
2	<u>Other street care charges</u>				
	Delivery of bin (or bins to the same address)	01/04/2025	12.00	14.00	O/Scope
	Additional clear recycling sacks (pack of 15)	01/04/2024	1.95	1.95	O/Scope
	Replacement of damaged 240 ltr wheelie bins*	01/04/2024	28.00	28.00	O/Scope
3	<u>Additional bins for Landlords ( subject to qualifying criteria)</u>				
	Delivery of bin (or bins to the same address)	01/04/2025	12.00	14.00	O/Scope
	240 ltr bin	01/04/2024	28.00	28.00	O/Scope
	360 ltr bin	01/04/2025	53.00	N/A	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	12.00	N/A	O/Scope
	360 ltr bin	01/04/2024	53.00	N/A	O/Scope
5	<u>Developers charge for new developments</u>				
	Delivery of bin (or bins to the same address)	01/04/2025	12.00	14.00	O/Scope
	Set of bins (1 black 240 ltr & 1 silver 240 ltr)	01/04/2025	54.00	56.00	O/Scope
6	<u>Domestic refuse collection</u>				
	Bulk household items - first item	01/04/2024	21.00	21.00	O/Scope
	- each additional item	01/04/2024	11.00	11.00	O/Scope
	Non standard items	01/04/2024	Priced on an ad hoc basis		
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	Based on cost recovery	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	2024/25 £	2025/26 £	VAT
	<b>MOT Testing</b>				
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
	<b>NB</b> These are the maximum fees chargeable in accordance with Vehicle and Operator Standards Agency				

	Detail	Effective Date	2024/25 £	2025/26 £	VAT
	<b>HOUSING REVENUE ACCOUNT DISCRETIONARY CHARGES</b>				
1	<u>Community Rooms</u>				
	Residents weekly charge	01/04/2025	8.40	8.60	O/Scope
	Voluntary agencies & organisations usage				
	- up to 3 hours	01/04/2025	27.70	28.30	Exempt
	- more than 3 hours/all day	01/04/2025	41.80	42.70	Exempt
	Charitable organisations usage				
	- up to 3 hours	01/04/2025	7.10	7.30	Exempt
	- more than 3 hours/all day	01/04/2025	13.50	13.80	Exempt
2	<u>Communal Facilities</u>				
	Residents weekly charge	01/04/2025	9.70	9.90	O/Scope
3	<u>Guest Rooms</u>				
	Double Room - per night *	01/04/2025	27.70	28.30	Included
	Single Room - per night *	01/04/2025	20.50	21.00	Included
	Folding bed - per night *	01/04/2025	7.00	7.20	Included
	* 50% discount for persons over 60.				

## **Capital Strategy 2025/26 – 2027/28**

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## **1 Introduction**

- 1.1 The Capital Strategy is intended to give an overview of how capital expenditure; capital financing and treasury management activity contribute to the provision of services. It provides an overview of how associated risk is managed and the implication for future financial sustainability.
- 1.2 The Council has approved a Corporate Plan which has five clear priorities:
  - Connecting Communities
  - Sustainable South Kesteven
  - Enabling Economic Opportunity
  - Housing
  - Effective Council

Underpinning these priorities are a set of key actions that will be delivered to support these objectives, and these include a programme of strategic projects that will support the development of the local economy.

- 1.3 The Council develops the Capital Programme in the context of supporting the delivery of high quality, sustainable growth across the district whilst ensuring that we also protect and safeguard what is special about our natural and built environment.
- 1.4 The Local Plan for South Kesteven set out plans for new homes across the district together with associated facilities and employment opportunities. The plan has a range of detailed policies to guide development. It considers and provides the Strategy for strategic development and spatial planning with appropriate referencing and policies relating to the delivery of necessary infrastructure.
- 1.5 Investment in social housing stock sits within the Housing Revenue Account (HRA) and regeneration across the district forms a significant proportion of the Council's Capital Programme. A need has been identified for additional provision of affordable housing within the District and the Council has developed a pipeline of acquisition proposals through a combination of self-build and direct stock purchases utilising its HRA resources, to provide quality social housing across the district where there is evidence of need.
- 1.6 The Capital Strategy sets out the governing framework for how the Council will develop and deliver its Capital Programme in the context of the aforementioned growth plans.

## **2 Purpose**

- 2.1 The Chartered Institute of Public Finance and Accountancy (CIPFA) Prudential Code requires local authorities to produce a Capital Strategy to demonstrate that capital expenditure and investment decisions are taken in line with the Council's corporate ambitions and service objectives and take account of stewardship, risk, value for money, prudence, sustainability and affordability. A revised Prudential Code was published on 20 December 2021 which requires the Council's Capital Strategy to include:
  - The Council's approach to investments for service or commercial purposes (together referred to as non-treasury investments), including defining the Council's objectives,

risk appetite and risk management in respect of these investments, and processes ensuring effective due diligence.

- An assessment of affordability, prudence and proportionality in respect of the Council's overall financial capacity (i.e. whether plausible losses could be absorbed in budgets and reserves without unmanageable detriment to local services).
- Details of financial and other risks of undertaking investments for service or commercial purposes and how these are managed.
- Limits on total investments for service purposes and for commercial purposes respectively (consistent with any limits required by other statutory guidance on investments).
- Requirements for independent and expert advice and scrutiny arrangements (while business cases may provide some of this material, the information contained in them will need to be periodically re-evaluated to inform the Council's overall strategy).
- State compliance with paragraph 51 of the Prudential Code in relation to investments for commercial purposes, in particular the requirement that an authority must not borrow to invest primarily for financial return.

- 2.2 The Ministry of Housing, Communities and Local Government (MHCLG) has issued statutory guidance on local government investments which includes the requirement to include a number of additional disclosures for non-financial investments in the Capital Strategy to be approved by Council. The Government has also issued statutory guidance on the treatment of the Minimum Revenue Provision (MRP) that took effect from April 2018, and which is covered more fully in the Council's Treasury Management Strategy.
- 2.3 It should be noted that the regulations have been updated to restrict local authorities with respect to financing capital expenditure on investment in commercial projects primarily for yield. This is consistent with guidance from the Public Works Loan Board which does not allow borrowing to be undertaken if commercial projects are included in the Capital Programme and the revised prudential code.
- 2.4 The Capital Strategy sets out the long-term context and forms part of the authority's integrated revenue, capital and balance sheet planning. It provides a high-level overview of how capital expenditure; capital financing and treasury management decisions contribute to the provision of high-quality services and the achievement of priority outcomes. It also provides a framework in which due consideration is given to risk and reward and the implications for future financial sustainability together with an overview of the governance processes for the approval and monitoring of capital expenditure.
- 2.5 The Capital Strategy will be reviewed and updated annually to ensure it maintains strong links to the Council's developing priorities and to other key strategies.

### **3 Links to Other Key Strategies, Policies and Procedures**

- 3.1 The Capital Strategy is inextricably linked to the following:
  - Corporate Plan 2024 – 2027 – this sets out the Council's vision 'a thriving district in which to live, work and visit'. This vision is supported by 5 clear priorities and a set of actions to support the delivery of the priorities.

- Medium Term Financial Plan – this sets out the Council's overall budgetary framework and interlinks with a number of key strategies that support the delivery of the Council's ambitions. It looks at the Council's plans over a 3year period to finance its priorities and meet its spending commitments, having regard to the likely availability of revenue and capital resources.
- Treasury Management Strategy – this relates to the effective management of the Council's borrowing, investments and cash flows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks.
- Asset Management Strategy – this is designed to achieve the most efficient and effective management of assets. There are strong linkages to the Capital Strategy and Capital Programme particularly relating to the Council's building infrastructure and maintenance of the Council's Housing Stock.
- 30 Year Housing Business Plan – this is a long-term plan for managing the authorities housing assets and financing ongoing capital investments.
- Council Standing Orders and Financial Regulations.

#### **4 Capital Expenditure Definition and Accounting Policy**

- 4.1 Capital expenditure is made when the Council spends money on assets, such as property or vehicles that will be used for more than one year. It also includes loans and grants to other bodies enabling them to buy assets.
- 4.2 When categorising expenditure, a de-minimis of £10,000 (excluding vehicles) is applied, with purchases below this figure charged to revenue in year. Accounting policies relating to capital expenditure are further detailed in the Statement of Accounts.

#### **5 Corporate Governance of Projects**

- 5.1 The Capital Programme is set on an annual basis and includes a review of existing projects which have not yet commenced, new submissions, available capital resources and any new funding streams.
- 5.2 Cabinet can approve individual additions of £150k to the Capital Programme up to a cumulative total of £600k in any one year. Any budget amendments beyond these levels require the approval of Full Council.

#### **6 Project Management Methodology**

- 6.1 Capital projects will be managed using the Council's project management toolkit which ensures the proportionate level of governance is in place. This will include the formation of the business case, project initiation documentation, project risks and issues, resources identified and defined roles and responsibilities. Capital projects will be defined in order to identify whole life costs and ongoing revenue implications both from a cost and income perspective.

#### **7 Submissions to the Capital Programme**

- 7.1 Submissions are requested annually from service areas in September to provide proposals for the following year's Capital Programme. A standardised bid form is

provided which includes an outline business case and details of any revenue budget implications.

- 7.2 Proposals are reviewed and challenged to ensure schemes meet with service priorities and the Corporate Plan. The primary elements of the General Fund Capital Programme are formulated to deliver the Council ambitions of growth and investment in its assets to support the delivery of quality services. The formation of the HRA Capital Programme is derived using the results and analysis of the stock condition survey that has been undertaken. This allows the Council to focus the resources of the HRA to address outstanding refurbishment and improvements in key parts of the stock along with investment in Housing Growth.
- 7.3 All bids are appraised based on a comparison of service priorities and strategic alignment prior to making recommendations for inclusion within the Capital Programme. The Capital Programme is then presented to Cabinet and Council in February/March each year.

## **8 Monitoring the Capital Programme**

- 8.1 Once projects in the Capital Programme are approved, they are categorised according to risk factors which facilitate the organisation to have oversight and sponsorship at the most appropriate level.
- 8.2 These are categorised as follows:
  - Category 1 – High Risk
  - Category 2 – Medium Risk
  - Category 3 – Low Risk
- 8.3 Risk assessment can be subjective and can depend on the impact of a particular project.
- 8.4 The Capital Programme is monitored on a monthly basis by budget managers, reports are then produced for review by the Corporate Management Team and at Executive Briefing. Quarterly monitoring reports are reviewed by Finance and Economic Overview and Scrutiny Committee.
- 8.5 In addition Category 1 projects may require a greater level of governance including formation of a specific project Board with appropriate terms of reference.
- 8.6 Reporting against approved Capital Programme includes forecasts for the total expenditure within the financial year together with commentary about progress of the project and any significant issues.
- 8.7 The General Fund Capital Programme focuses on ensuring that the Council invests in projects which support the Council in delivery of its corporate objectives, for example, being an effective Council by investing in a new Depot. The programme also invests in assets which support the delivery of quality services such as waste management by investing in new vehicles and arts through investment in the maintenance of assets.
- 8.8 The Housing Revenue Account (HRA) is a ring-fenced account which ensures that council housing does not subsidise, or is itself subsidised, by other local services. HRA capital expenditure is therefore recorded separately and includes investment in new homes and investment in planned maintenance of the Housing Stock. The HRA

Capital Programme supports the Council in achieving its Housing corporate objective and also supports the Council in meeting the challenge of climate change and ensure a clean, green and healthy natural and built environment for present and future generations.

## **9 Asset Management**

- 9.1 To ensure that capital assets continue to be of long-term use, the Council has an Asset Management Plan which will provides a framework for reviewing existing holdings, new acquisitions, disposals and ongoing management.
- 9.2 The HRA Housing Strategy sets out how the council proposes to manage it housing stock to deliver the objectives of the service. The Housing Strategy is supported by the HRA Business Plan Model (BPM) which sets out the financial implications. The BPM is a key part of the Council's long-term financial planning and sets out how we intend to deliver and finance services to tenants, investment in the housing stock and management of debt over a rolling 30-year period.
- 9.3 The investment in current housing stock targets maintaining the stock at "decent homes" standard and the BPM demonstrates that this can be done from the Council's own resources.
- 9.4 Investment in new housing stock will be financed from a mixture of external grants, and internal resources without the need for any external borrowing.
- 9.5 The 30-year BPM is under constant review as actual expenditure and income at the financial year end is confirmed, budgets are revised and changes in the economy such as inflation are forecast.

## **10 Capital Financing and Funding Sources**

- 10.1 The Capital Programme is funded from various sources including.
  - External Grants for Specific Purposes – grant allocations received from Central Government Departments to deliver identified projects, for example the Social Housing Decarbonisation Fund.
  - External Grants for Non-Specific Purposes – grants received by the Council to deliver the Capital Programme but have not been identified to be for a specific purpose. The Council's Capital Programme does not currently include this type of funding.
  - S106 Contributions – projects included in the Capital Programme which are funded by contributions from private sector developers. For this Council these primarily relate to funding contributions for affordable housing, open spaces and parks.
  - Other External Contributions – contributions received from other organisations which contribute towards the delivery of specific capital projects.
  - Revenue Funding – The Council can use Revenue Resources to fund the Capital Programme. The Council primarily uses the Local Priorities Reserve and the Regeneration Reserve for this type of funding.
  - Capital Receipts – The Council generate capital receipts through the sale of assets which can then be used to finance the Capital Programme. The Council has an asset disposal programme which supports the Council in maximising this type of funding as this then minimises the need to use revenue funding for the Capital Programme.



- Capita and Revenue Reserve – the Council can set aside funding in reserves specifically for capital projects.
  - Borrowing - Capital projects that cannot be funded from any other source can be funded from Prudential Borrowing. The Council must be able to demonstrate the affordability of the borrowing repayment and interest charges on the loan from the revenue budgets over the period of the borrowing requirement.
- 10.2 At the time of identifying funding requirements, the Council will undertake an analysis to determine the most financial advantageous option. It will consider external borrowing alongside any internal borrowing opportunities. Internal borrowing will be considered in the context of the limits as set out in the Treasury Management Strategy and the Capital Financing Requirement. Borrowing funds from external sources is considered to be necessary given the available level of reserves available to fund the Council's capital ambitions. However, there is careful consideration of the financing implications of undertaking borrowing in the context of the Medium-Term Financial Plan and the challenging financial landscape. Therefore, careful financial modelling is undertaken to ensure that any borrowing can be financially supported over the duration of the loan period.
- 10.3 The Council may enter into finance leasing agreements to fund capital expenditure on behalf of services. A full option appraisal and comparison of other funding sources must be made, and it must be evidenced that leasing provides the best value for money.
- 10.4 The impact of borrowing is reported in the Treasury Management Strategy alongside Prudential Indicators required by CIPFA's Prudential Code for Capital Finance.

## **11 Asset Disposals**

- 11.1 When a capital asset is no longer needed it may be sold so that the proceeds, known as capital receipts, can be spent on new assets or to repay debt. Repayment of capital grants, loans and investments also generate capital receipts. Asset disposals are reviewed and agreed in accordance with the delegations that have been approved by Cabinet.
- 11.2 It is recognised that disposal of surplus assets i.e. those assets that no longer support service delivery or are not defined as investment assets or have come to the end of their useful life should be considered for disposal. In order to consider asset disposal, careful consideration of the costs of holding the asset and the alternative use of any sale receipt should be undertaken on a regular basis. The proceeds of any disposal should be earmarked into a specific reserve for future funding opportunities including supporting the financing of asset acquisition.

## **12 Investments for Service Purposes**

- 12.1 The Council makes investments to assist local public services, including, for example, providing loans to the Council's wholly owned company LeisureSK Ltd. There is an expectation that such investments generate an income return after all costs.
- 12.2 Governance: Decisions on service investments are made in accordance with the Council's budget framework. Most loans and share investments are classified as capital expenditure, so any such transactions will therefore also be approved as part of the Capital Programme approval process.

### **13 Knowledge and Skills**

13.1 The Council employs professionally qualified and experienced staff in senior positions with responsibility for making capital expenditure, borrowing and investment decisions. For example, the Council's s151 Officer and the Deputy s151 Officer are qualified accountants with significant experience. The Council invests in providing professional training for staff across its service areas.

13.2 Where the Council's staff do not have the knowledge and skills required, use is made of external advisors and consultants that are specialists in their field. The Council currently employs external treasury management advisors and external VAT advisors. This approach ensures the Council has access to specialist expertise when needed to support its staff, commensurate with its risk appetite.

### **14 Non-Treasury Investment Strategy**

14.1 It is recognised that the Council may make investments for policy reasons outside of normal treasury management activity. These may include:

- 'service investments' held clearly and explicitly in the course of the provision, and for purposes of operational services, including regeneration.
- 'non-service investments' which are taken for mainly financial reasons. These may include investments arising as part of business structures, such as shares and loans in subsidiaries. Non-treasury investments also include assets which are held primarily for financial investment, such as investment properties. These relate to historic interests in assets which are reviewed regularly to ensure that yield is maximised. Where liabilities exceed yield the Council will consider whether these assets should be disposed of. Any future investments in assets will be primarily for regeneration purposes and any income generated would be a secondary consideration.

14.2 A register of investments and financial guarantees will be maintained and regularly reviewed as part of performance reporting arrangements, including periodic reassessment of the probability of financial guarantees being called upon. This register should be reconciled to the financial instrument's disclosures within the statement of accounts.

### **15 Service Investments: Loans**

15.1 The Council can lend money to its own subsidiaries to support local public services and stimulate local economic growth.

15.2 The main risk when making service investment loans is that the borrower will be unable to repay the principal lent and/or the interest due. In order to limit this risk and ensure that total exposure remains proportionate to the size of the Council, each application will be assessed alongside a robust business case and quarterly financial performance reports will be required to be provided.

15.3 Accounting standards require the Council to set aside loss allowance for loans, reflecting the likelihood of non-payment. The Council has appropriate credit control arrangements in place to minimise any loss in overdue repayments. To date there has been no requirement to include a loss allowance in the statement of accounts.

15.4 Risk assessment: The Council will assess the risk of loss before entering into service loans by evaluating the business case submitted with each counterparty's application

to determine how resilient the business is and that the provision of the loan will enable the business to grow and deliver the objectives set out on the business case. The loan will be monitored on a quarterly basis to minimise the risk on any potential loss. During the life of the loan any change in original assumptions will be monitored. The Council will use external advisors if felt appropriate by the Chief Finance Officer. All loans will be approved by Council or the Committee to which this approval has been delegated and will be monitored by the Chief Finance Officer.

## **16 Service Investments: Shares**

16.1 The Council currently has no equity investments.

16.2 Security: One of the risks of investing in shares is that they potentially fall in value meaning that the initial outlay may not be recovered. To manage this risk upper limits on the sums invested in subsidiaries will be set at the lowest investment level required to enable the subsidiary to operate.

16.3 Risk Assessment: The Council will assess the risk of loss before entering into and whilst holding shares by going through an extensive process of risk analysis. The risk analysis will include an assessment of the market that the subsidiary will be active in including the nature and level of competition, how the market/customer needs will evolve over time, the barriers to entry and exit and any ongoing investment requirements. As the Council's primary reason for investing in shares may not be the financial return but for service benefits these will also be included in the assessment. This will ensure that the council has a clear understanding of all of the benefits as well as the potential risks. The Council will use external advisors as thought appropriate by the Chief Finance Officer.

16.4 Liquidity: This type of investment is fundamentally illiquid as the investment will be in a council owned subsidiary, in order to limit this the Council will assess the maximum level of resources that can prudently be committed and ensure that this limit is not exceeded.

16.5 Non-specified Investments: Shares are the only investment type that the Council has identified that meets the definition of a non-specified investment in the government guidance. The limits above on share investments are therefore also the Council's required upper limits on non-specified investments. The Council has not adopted any procedures for determining further categories of non-specified investment since none are likely to meet the definition.

## **17 Investments: Property**

17.1 The Council has investment property which it receives a revenue income from. Going forwards the Council's primary reason for investing in this type of property will be for economic development and any income received will be a secondary benefit. The Council has a range of investment properties which it leases to local businesses for a financial return.

17.2 Prior to investing in property due consideration should be given to the CIPFA Prudential Investment Property Guidance to ensure that the council does not breach the prudential code which states that an authority must not borrow to invest for the primary purpose of commercial return.

17.3 The Council can confirm that it has complied with Section 51 of the Prudential Code. Following the publication of the revised Prudential Code in 2021 no investment or

spending decision has been made which will increase the capital financing requirement, and so may lead to new borrowing, unless directly and primarily related to the functions of the authority and where any financial returns are either related to the financial viability of the project in question or otherwise incidental to the primary purpose.

17.4 The table below lists the investment properties by major category. All commercial property investments have been financed using council resources.

Property Type	Value as at 31 March 2024 £m
General Fund Investment Property	12.293
Housing Revenue Account Investment Land & Shops	0.492
<b>Total</b>	<b>12,785</b>

17.5 Security: In accordance with government guidance, the Council considers a property investment to be secure if its accounting valuation is at or higher than its purchase cost including taxes and transaction costs.

17.6 Investment properties are revalued each year-end by external valuers, so the Council will consider annually whether the underlying assets provide security i.e. are not below their purchase cost. Should this be the case it will be reviewed whether holding the assets is appropriate or whether it should be disposed of in accordance with the delegations approved by Cabinet.

17.7 Risk Assessment: The Council assesses the risk of loss whilst determining whether it should continue to hold property investments by:

- Assessing the relevant market sector including the level of competition.
- The barriers to exit and future market prospects.
- Using advisors if thought appropriate by the Chief Finance Officer.
- Continually monitoring risk in the whole portfolio and any specific assets.

17.8 Liquidity: Property is relatively difficult to sell and convert to cash at short notice and can take a considerable period to sell in certain market conditions. The council takes this into consideration when assessing the cash balances that are required to meet its liabilities.

## 18 Proportionality

18.1 The Council receives income from investment properties which contribute towards achieving a balanced revenue budget. The table below shows the extent to which the expenditure planned to meet the service delivery objectives is dependent on achieving the expected income from these properties over the Medium-Term Financial Strategy. Should it fail to achieve the expected income, the Council has reserves which could cover the loss of income in the short term whilst actions were identified to ensure the income shortfall is remedied in the medium term.

Proportionality of General Fund Investments £m	2024/25 Forecast	2025/26 Indicative Budget	2026/27 Indicative Budget	2027/28 Indicative Budget
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Gross service expenditure	34.429	34.428	32.998	33.580
Investment income	(0.914)	(0.781)	(0.706)	(0.631)
Proportion	(2.65%)	(2.27%)	(2.14%)	(1.88%)

<b>Proportionality of HRA Investments £m</b>	<b>2024/25 Forecast</b>	<b>2025/26 Indicative Budget</b>	<b>2026/27 Indicative Budget</b>	<b>2027/28 Indicative Budget</b>
Gross service expenditure	22.930	22.808	22.920	23.365
Investment income	(0.029)	(0.030)	(0.031)	(0.032)
Proportion	(0.13%)	(0.13%)	(0.14%)	(0.14%)

## 19 Capacity and Skills

19.1 Elected Members and statutory officers: The Council recognises that those elected Members and statutory officers involved in the investment decision making process must have appropriate capacity, skills and information to enable them to:

- Take informed decisions as to whether to enter into a specific investment.
- Assess individual business cases in the context of the strategic objectives and risk profile of the Council; and
- Enable them to understand how new decisions have changed the overall risk exposure of the Council. The Council will ensure that the relevant officers and the Governance and Audit Committee have appropriate skills, providing training and advisor support where there is a skills gap.

## 20 Investment Indicators

20.1 The Council has set the following quantitative indicators to allow elected Members and the public to assess its total risk exposure as a result of its investment decisions.

20.2 Total risk exposure: The first indicator shows the total exposure to potential investment losses.

<b>Total Investment Exposure £m</b>	<b>2024/25 Forecast</b>	<b>2025/26 Forecast</b>	<b>2026/27 Forecast</b>
Treasury Management Investments	55.083	44.942	40.567
Service Investment – Loans	0.135	0.108	0.081
Service Investment - Shares	0	0	0
Investment Property – GF	12.293	12.293	4.242
Investment Property – HRA	0.492	0.492	0.492
Total Investments	68.003	57.835	45.382
Commitments to Lend	0	0	0
Total Exposure	68.003	57.835	45.382

20.3 How investments are funded: Government guidance is that these indicators should include how investments are funded. The council has currently funded all investments with usable reserves.

20.4 Rate of return received: This indicator shows the investment income received less the associated costs, including the cost of borrowing where appropriate, as a proportion of the sum initially invested.

<b>Investments net rate of return</b>	<b>2024/25 Forecast %</b>	<b>2025/26 Forecast %</b>	<b>2026/27 Forecast %</b>
Treasury Management Investments	5%	4.5%	3%
Service Investment – Loans	4%	4%	4%
Service Investment – Shares	0	0	0
Investment Property – GF	2.77%	2.77%	8.02%
Investment Property – HRA	5.79%	5.79%	5.79%
All Investments	4.60%	4.14%	3.50%

20.5 The guidance MHCLG other indicators and the Council has selected the indicators below as appropriate.

<b>Total Investment Exposure</b>	<b>2024/25 Forecast %</b>	<b>2025/26 Forecast %</b>	<b>2026/27 Forecast %</b>
Commercial income to net service expenditure ratio	0.99%	0.99%	1.03%
HRA – Commercial income to net service expenditure ratio	0.12%	0.12%	0.12%
Net income return target	3-5%	3-5%	3-5%
Tenant over 5%	2	2	2

## **2025/26 COUNCIL TAX RESOLUTION**

### **1. INTRODUCTION**

The purpose of this part of the report is to set the level of Council Tax for 2025/26 in accordance with relevant statutory requirements.

### **2. RECOMMENDATIONS (a – i)**

That it be noted that the Council calculated the following amounts for the year 2025/26 in accordance with the Local Government Finance Act 1992 as amended (the “Act”);

- (a) The Council calculated the Council Tax Base for 2025/26 as 50,140.5 [Item T in the formula in section 31B of the Local Government Finance Act 1992, as amended by the Localism Act 2011 (the “Act”)];
- (b) For dwellings in those parts of the District to which a Parish Precept relates as detailed in Appendix J(i);
- (c) The Council Tax requirement for the Council’s own purpose for 2025/26 (excluding parish precepts and special expenses) is £9,495,302;
- (d) That the following amounts be calculated by the Council for the year 2025/26 in accordance with sections 31 to 36 of the Act:
  - (i) £56,942,679 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) to of the Act (including special expense and parish precepts);
  - (ii) £44,760,888 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act;
  - (iii) £12,181,791 being the amount by which the aggregate at (i) above exceeds the aggregate at (ii) above, calculated by the Council in accordance with Section 31A(4) of the Act as its Council Tax requirement for the year (Item R in the formula in Section 31B of the Act);
  - (iv) £242.95 being the amount at (iii) above (Item R), all divided by Item T (2(a) above), in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year (including Parish Precepts and Special Expenses);
  - (v) £3,291,880 being the aggregate amount of the Parish Precepts and Special Expenses referred to in Section 34(1) of the Act

- (vi) £177.30 being the amount at (iv) above less the result given by dividing (v) above by Item T (2(a) above), as the basic amount of its Council Tax for the year in those parts of the area to which no Parish Precept or Special Expense relate.

(vii) Part of the Council's Area

Being calculated by adding to the amount at (vi) above the amounts of special item or items relating to dwellings in those parts of the Council's area mentioned above at (v), divided in each case by the individual tax bases as recorded in minute 33 in accordance with Section 34(3) of the Act, as the basic amounts of its Council Tax for the year for dwellings in those parts of its area to which one or more special item relates as detailed in Appendix I(i) (i.e. Band D Council Tax including all special expense and parish precepts;.

- (viii) The amounts on the attached schedule (Appendix I(ii)), being the amounts given by multiplying the amounts at (vi) and (vii) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in valuation Band 'D', calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

- (e) That it be noted that for the year 2025/26, Lincolnshire County Council and the Police and Crime Commissioner have issued precepts to the Council in accordance with Section 40 of the Local Government Finance Act, 1992, for each of the categories of dwellings shown in the following table;

Valuation Bands								
	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Lincolnshire County Council	TBC	TBC	TBC	TBC	TBC	TBC	TBC	TBC
Police and Crime Commissioner	TBC	TBC	TBC	TBC	TBC	TBC	TBC	TBC

- (f) That the Council in accordance with Section 30 and 36 of the Local Government Finance Act 1992, hereby sets the aggregate amounts shown in Appendices J(i) and J(ii) as the levels of Council Tax for the year 2025/26 for each part of its area and for each categories of dwellings;



- (g) It has been proposed that a district council shall require a referendum if it is to set a basic amount of council tax for 2025/26 that is both;
- a) 3% or more than 3%, above its 2024/25 level; and
  - b) more than £5 above its 2024/25 level
- (h) That the Council's basic amount of Council Tax for 2025/26 is not excessive in accordance with the principles approved under Section 52ZB Local Government Finance Act 1992 and that the referendum provisions in Chapter 4ZA do not apply for 2025/26. As the billing authority, the Council has not been notified by a major precepting authority that its relevant basic amount of Council Tax for 2025/26 is excessive and that the billing authority is not required to hold a referendum in accordance with Section 52ZK Local Government Finance Act 1992.

### 3. **BACKGROUND**

- 3.1 The Council's council tax requirement has been recommended by Cabinet and is dealt with in the budget report. Parish precepts are added to the District Council's net expenditure requirement. Government support and adjustments to Collection Fund relating to Community Charge and District Council's share of Council Tax are then deducted from the spending requirement to give a Demand on the Collection Fund.
- 3.2 The Council Tax Base of 50,140.5 was recommended at the Cabinet meeting held on 3 December 2024 and the council tax requirement will be spread by reference to the tax base previously approved, taking into account the precepts of individual Parishes recoverable over the Parish tax base.
- 3.2 The resolution consolidates the precepts of Lincolnshire County Council, Lincolnshire Police and Crime Commissioner, South Kesteven District Council and the Town and Parish Councils.
- 3.4 Lincolnshire County Council will determine its Council Tax requirement at the meeting held on 21 February 2025 as follows:

Total Council Tax Requirement	TBC
SKDC precept element	TBC
Band D tax	TBC

- 2.5 The Lincolnshire Police and Crime Panel considered the Police and Crime Commissioner Lincolnshire's proposals at its meeting held on 7 February 2025. We are still awaiting confirmation from the Police and Crime Commissioner on its Council Tax requirement:

Total Council Tax Requirement	TBC
SKDC precept element	TBC
Band D tax	TBC

2.6 The overall increases for Band D tax payers, by Authority, are shown in the table below:

<b>Council Tax Details 2025/26</b>				
	2024/25 Band D £	2025/26 Band D £	Increase £	Increase %
Lincolnshire County Council	1,578.69	TBC	TBC	TBC
Lincolnshire Police & Crime Commissioner	304.20	TBC	TBC	TBC
South Kesteven District Council	171.81	177.30	5.49	3.20
South Kesteven + Special Expenses	183.89	189.37	5.48	2.98
South Kesteven + Special Expenses + Parishes	232.12	242.95	10.83	4.67
Average for the whole area	2115.01	TBC	TBC	TBC

**South Kesteven District Council, Parish Council and Special Expense Area Council Tax Charge for the Year Ended 31 March 2025**

**S.K.D.C. ONLY BAND D CHARGE**

**£177.30**

PARISH	Tax Base	Parish Precept £	Band D SEA £	Band D PRECEPT £	BAND A £	BAND B £	BAND C £	BAND D £	BAND E £	BAND F £	BAND G £	BAND H £
Grantham	11,452.3	138,599.00	52.38	12.06	161.16	188.02	214.88	241.74	295.46	349.18	402.90	483.48
Stamford	7,465.7	852,860.00		114.21	194.34	226.73	259.12	291.51	356.29	421.07	485.85	583.02
Bourne	6,372.9	280,911.29		44.01	147.54	172.13	196.72	221.31	270.49	319.67	368.85	442.62
Allington	354.8	30,100.00		84.78	174.72	203.84	232.96	262.08	320.32	378.56	436.80	524.16
Ancaster	596.8	32,250.00		54.00	154.20	179.90	205.60	231.30	282.70	334.10	385.50	462.60
Aslackby & Laughton	116.3	6,500.00		55.80	155.40	181.30	207.20	233.10	284.90	336.70	388.50	466.20
Barholm & Stow	43.8	0.00		-	118.20	137.90	157.60	177.30	216.70	256.10	295.50	354.60
Barkston & Syston	256.0	10,600.00		41.40	145.80	170.10	194.40	218.70	267.30	315.90	364.50	437.40
Barrowby	888.9	68,500.00		77.04	169.56	197.82	226.08	254.34	310.86	367.38	423.90	508.68
Baston	616.1	25,740.00		41.76	146.04	170.38	194.72	219.06	267.74	316.42	365.10	438.12
Belton & Manthorpe	205.5	2,729.00		13.23	127.02	148.19	169.36	190.53	232.87	275.21	317.55	381.06
Billingborough	495.2	19,500.00		39.33	144.42	168.49	192.56	216.63	264.77	312.91	361.05	433.26
Bitchfield & Bassingthorpe	55.7	0.00		-	118.20	137.90	157.60	177.30	216.70	256.10	295.50	354.60
Boothby Pagnell	66.1	750.00		11.34	125.76	146.72	167.68	188.64	230.56	272.48	314.40	377.28
Braceborough & Wilsthorpe	141.1	3,093.00		21.87	132.78	154.91	177.04	199.17	243.43	287.69	331.95	398.34
Ropsley, Humby, Braceby & Sapperton	337.3	14,250.00		42.21	146.34	170.73	195.12	219.51	268.29	317.07	365.85	439.02
Burton Coggles	41.0	600.00		14.58	127.92	149.24	170.56	191.88	234.52	277.16	319.80	383.76
Careby, Aunby & Holywell	76.2	0.00		-	118.20	137.90	157.60	177.30	216.70	256.10	295.50	354.60
Carlby	210.9	11,162.00		52.92	153.48	179.06	204.64	230.22	281.38	332.54	383.70	460.44
Carlton Scroop & Normanton	126.2	9,000.00		71.28	165.72	193.34	220.96	248.58	303.82	359.06	414.30	497.16
Castle Bytham	329.2	18,559.00		56.34	155.76	181.72	207.68	233.64	285.56	337.48	389.40	467.28
Caythorpe	530.2	36,992.95		69.75	164.70	192.15	219.60	247.05	301.95	356.85	411.75	494.10
Claypole	522.5	32,338.00		61.83	159.42	185.99	212.56	239.13	292.27	345.41	398.55	478.26
Colsterworth, Gunby & Stainby & N. Witham	755.3	43,558.00		57.60	156.60	182.70	208.80	234.90	287.10	339.30	391.50	469.80
Corby Glen	451.8	19,000.00		42.03	146.22	170.59	194.96	219.33	268.07	316.81	365.55	438.66
Counthorpe & Creeton	27.2	0.00		-	118.20	137.90	157.60	177.30	216.70	256.10	295.50	354.60
Deeping St James	2,640.4	248,324.39		93.96	180.84	210.98	241.12	271.26	331.54	391.82	452.10	542.52
Denton	120.5	6,500.00		53.91	154.14	179.83	205.52	231.21	282.59	333.97	385.35	462.42
Dowsby	54.4	2,250.00		41.31	145.74	170.03	194.32	218.61	267.19	315.77	364.35	437.22
Dunsby	54.0	800.00		14.76	128.04	149.38	170.72	192.06	234.74	277.42	320.10	384.12
Stoke Rochford & Easton	78.6	6,000.00		76.32	169.08	197.26	225.44	253.62	309.98	366.34	422.70	507.24
Edenham	119.0	3,200.00		26.82	136.08	158.76	181.44	204.12	249.48	294.84	340.20	408.24
Fenton	60.3	1,000.00		16.56	129.24	150.78	172.32	193.86	236.94	280.02	323.10	387.72
Folkingham	286.8	14,369.00		50.04	151.56	176.82	202.08	227.34	277.86	328.38	378.90	454.68
Foston	225.2	14,500.00		64.35	161.10	187.95	214.80	241.65	295.35	349.05	402.75	483.30
Fulbeck	221.4	10,120.00		45.63	148.62	173.39	198.16	222.93	272.47	322.01	371.55	445.86

Greatford	131.5	4,360.00		33.12	140.28	163.66	187.04	210.42	257.18	303.94	350.70	420.84
Great Gonerby	788.0	41,610.00		52.74	153.36	178.92	204.48	230.04	281.16	332.28	383.40	460.08
Great Ponton	128.8	12,729.75		98.82	184.08	214.76	245.44	276.12	337.48	398.84	460.20	552.24
Haconby	199.1	1,864.00		9.36	124.44	145.18	165.92	186.66	228.14	269.62	311.10	373.32
Harlaxton	349.3	23,041.00		65.88	162.12	189.14	216.16	243.18	297.22	351.26	405.30	486.36
Heydour	158.0	7,950.00		50.31	151.74	177.03	202.32	227.61	278.19	328.77	379.35	455.22
Honington	63.4	0.00		0.00	118.20	137.90	157.60	177.30	216.70	256.10	295.50	354.60
Horbling	162.7	6,472.20		39.69	144.66	168.77	192.88	216.99	265.21	313.43	361.65	433.98
Hougham	83.9	4,510.00		53.73	154.02	179.69	205.36	231.03	282.37	333.71	385.05	462.06
Hough on the Hill	177.1	10,941.00		61.74	159.36	185.92	212.48	239.04	292.16	345.28	398.40	478.08
Ingoldsby	122.0	8,038.00		65.88	162.12	189.14	216.16	243.18	297.22	351.26	405.30	486.36
Irnham	107.4	2,140.00		19.89	131.46	153.37	175.28	197.19	241.01	284.83	328.65	394.38
Kirkby Underwood	81.8	3,450.00		42.12	146.28	170.66	195.04	219.42	268.18	316.94	365.70	438.84
Langtoft	786.3	35,600.00	7.02	45.27	153.06	178.57	204.08	229.59	280.61	331.63	382.65	459.18
Lenton,Keisby, Osgodby & Hanby	68.6	1,000.00		14.49	127.86	149.17	170.48	191.79	234.41	277.03	319.65	383.58
Little Bytham	122.7	2,500.00		20.34	131.76	153.72	175.68	197.64	241.56	285.48	329.40	395.28
Little Ponton & Stroxton	68.1	7,250.00		106.38	189.12	220.64	252.16	283.68	346.72	409.76	472.80	567.36
Londonthorpe & Harrowby Without	1,717.5	34,000.00		19.71	131.34	153.23	175.12	197.01	240.79	284.57	328.35	394.02
Long Bennington	1,004.5	54,500.00		54.18	154.32	180.04	205.76	231.48	282.92	334.36	385.80	462.96
Market Deeping	2,348.3	267,734.00		113.94	194.16	226.52	258.88	291.24	355.96	420.68	485.40	582.48
Marston	161.8	6,100.00		37.62	143.28	167.16	191.04	214.92	262.68	310.44	358.20	429.84
Morton & Hanthorpe	863.1	16,000.00		18.45	130.50	152.25	174.00	195.75	239.25	282.75	326.25	391.50
Old Somerby	91.2	3,950.00		43.29	147.06	171.57	196.08	220.59	269.61	318.63	367.65	441.18
Pickworth	81.4	3,250.00		39.87	144.78	168.91	193.04	217.17	265.43	313.69	361.95	434.34
Poynnton & Sempringham	197.6	18,270.00		92.43	179.82	209.79	239.76	269.73	329.67	389.61	449.55	539.46
Rippingale	349.8	21,450.00		61.29	159.06	185.57	212.08	238.59	291.61	344.63	397.65	477.18
Sedgebrook	151.1	13,490.00		89.19	177.66	207.27	236.88	266.49	325.71	384.93	444.15	532.98
Skillington	141.0	5,360.00		37.98	143.52	167.44	191.36	215.28	263.12	310.96	358.80	430.56
South Witham	471.5	26,000.00		55.08	154.92	180.74	206.56	232.38	284.02	335.66	387.30	464.76
Stubton	79.1	1,617.00		20.43	131.82	153.79	175.76	197.73	241.67	285.61	329.55	395.46
Swayfield	150.9	3,550.00		23.49	133.86	156.17	178.48	200.79	245.41	290.03	334.65	401.58
Swinstead	81.4	3,363.00		41.31	145.74	170.03	194.32	218.61	267.19	315.77	364.35	437.22
Tallington	367.6	9,250.00		25.11	134.94	157.43	179.92	202.41	247.39	292.37	337.35	404.82
Thurlby	822.1	21,191.00		25.74	135.36	157.92	180.48	203.04	248.16	293.28	338.40	406.08
Toft, Lound & Manthorpe	142.9	0.00		-	118.20	137.90	157.60	177.30	216.70	256.10	295.50	354.60
Uffington	312.4	6,300.00		20.16	131.64	153.58	175.52	197.46	241.34	285.22	329.10	394.92
Welby	79.7	1,688.00		21.15	132.30	154.35	176.40	198.45	242.55	286.65	330.75	396.90
Westborough & Dry Doddington	144.1	2,700.00		18.72	130.68	152.46	174.24	196.02	239.58	283.14	326.70	392.04
West Deeping	118.4	11,500.00		97.11	182.94	213.43	243.92	274.41	335.39	396.37	457.35	548.82
Witham on the Hill	98.6	3,714.00		37.62	143.28	167.16	191.04	214.92	262.68	310.44	358.20	429.84
Woolsthorpe	149.9	13,000.00		86.67	175.98	205.31	234.64	263.97	322.63	381.29	439.95	527.94
Wyville cum Hungerton	20.3	400.00		19.62	131.28	153.16	175.04	196.92	240.68	284.44	328.20	393.84
TOTAL	50,140.50	2,686,488.58										

**Council Tax to be Levied within the District for the Year Ending 31 March 2026**

S.K.D.C. ONLY BAND D CHARGE                      **£177.30**

Lincolnshire County Council                      **£1,625.85**

Police and Crime Commissioner Lincolnshire                      **£318.15**

£2,121.30

**Combined Band D Charge**

**£2,121.30**

	SEA £	PRECEPT £	BAND A £	BAND B £	BAND C £	BAND D £	BAND E £	BAND F £	BAND G £	BAND H £
<b>LINCS COUNTY COUNCIL</b>			1,083.90	1,264.55	1,445.20	1,625.85	1,987.15	2,348.45	2,709.75	3,251.70
<b>POLICE AND CRIME COMMISSIONER LINCOLNSHIRE</b>			212.10	247.45	282.80	318.15	388.85	459.55	530.25	636.30
Grantham	52.38	12.06	1,457.16	1,700.02	1,942.88	2,185.74	2,671.46	3,157.18	3,642.90	4,371.48
Stamford		114.21	1,490.34	1,738.73	1,987.12	2,235.51	2,732.29	3,229.07	3,725.85	4,471.02
Bourne		44.01	1,443.54	1,684.13	1,924.72	2,165.31	2,646.49	3,127.67	3,608.85	4,330.62
Allington		84.78	1,470.72	1,715.84	1,960.96	2,206.08	2,696.32	3,186.56	3,676.80	4,412.16
Ancaster		54.00	1,450.20	1,691.90	1,933.60	2,175.30	2,658.70	3,142.10	3,625.50	4,350.60
Aslackby & Laughton		55.80	1,451.40	1,693.30	1,935.20	2,177.10	2,660.90	3,144.70	3,628.50	4,354.20
Barholm & Stow		-	1,414.20	1,649.90	1,885.60	2,121.30	2,592.70	3,064.10	3,535.50	4,242.60
Barkston & Syston		41.40	1,441.80	1,682.10	1,922.40	2,162.70	2,643.30	3,123.90	3,604.50	4,325.40
Barrowby		77.04	1,465.56	1,709.82	1,954.08	2,198.34	2,686.86	3,175.38	3,663.90	4,396.68
Baston		41.76	1,442.04	1,682.38	1,922.72	2,163.06	2,643.74	3,124.42	3,605.10	4,326.12
Belton & Manthorpe		13.23	1,423.02	1,660.19	1,897.36	2,134.53	2,608.87	3,083.21	3,557.55	4,269.06
Billingborough		39.33	1,440.42	1,680.49	1,920.56	2,160.63	2,640.77	3,120.91	3,601.05	4,321.26
Bitchfield & Bassingthorpe		-	1,414.20	1,649.90	1,885.60	2,121.30	2,592.70	3,064.10	3,535.50	4,242.60
Boothby Pagnell		11.34	1,421.76	1,658.72	1,895.68	2,132.64	2,606.56	3,080.48	3,554.40	4,265.28
Braceborough & Wilsthorpe		21.87	1,428.78	1,666.91	1,905.04	2,143.17	2,619.43	3,095.69	3,571.95	4,286.34
Ropsley,Humby,Braceby & Sapperton		42.21	1,442.34	1,682.73	1,923.12	2,163.51	2,644.29	3,125.07	3,605.85	4,327.02
Burton Coggles		14.58	1,423.92	1,661.24	1,898.56	2,135.88	2,610.52	3,085.16	3,559.80	4,271.76
Careby,Aunby & Holywell		-	1,414.20	1,649.90	1,885.60	2,121.30	2,592.70	3,064.10	3,535.50	4,242.60
Carlby		52.92	1,449.48	1,691.06	1,932.64	2,174.22	2,657.38	3,140.54	3,623.70	4,348.44
Carlton Scroop & Normanton		71.28	1,461.72	1,705.34	1,948.96	2,192.58	2,679.82	3,167.06	3,654.30	4,385.16
Castle Bytham		56.34	1,451.76	1,693.72	1,935.68	2,177.64	2,661.56	3,145.48	3,629.40	4,355.28
Caythorpe		69.75	1,460.70	1,704.15	1,947.60	2,191.05	2,677.95	3,164.85	3,651.75	4,382.10
Claypole		61.83	1,455.42	1,697.99	1,940.56	2,183.13	2,668.27	3,153.41	3,638.55	4,366.26
Colsterworth, Gunby & Stainby & N. Witham		57.60	1,452.60	1,694.70	1,936.80	2,178.90	2,663.10	3,147.30	3,631.50	4,357.80
Corby Glen		42.03	1,442.22	1,682.59	1,922.96	2,163.33	2,644.07	3,124.81	3,605.55	4,326.66
Counthorpe & Creeton		-	1,414.20	1,649.90	1,885.60	2,121.30	2,592.70	3,064.10	3,535.50	4,242.60
Deeping St James		93.96	1,476.84	1,722.98	1,969.12	2,215.26	2,707.54	3,199.82	3,692.10	4,430.52
Denton		53.91	1,450.14	1,691.83	1,933.52	2,175.21	2,658.59	3,141.97	3,625.35	4,350.42
Dowsby		41.31	1,441.74	1,682.03	1,922.32	2,162.61	2,643.19	3,123.77	3,604.35	4,325.22

Dunsby	14.76	1,424.04	1,661.38	1,898.72	2,136.06	2,610.74	3,085.42	3,560.10	4,272.12
Stoke Rochford & Easton	76.32	1,465.08	1,709.26	1,953.44	2,197.62	2,685.98	3,174.34	3,662.70	4,395.24
Edenham	26.82	1,432.08	1,670.76	1,909.44	2,148.12	2,625.48	3,102.84	3,580.20	4,296.24
Fenton	16.56	1,425.24	1,662.78	1,900.32	2,137.86	2,612.94	3,088.02	3,563.10	4,275.72
Folkingham	50.04	1,447.56	1,688.82	1,930.08	2,171.34	2,653.86	3,136.38	3,618.90	4,342.68
Foston	64.35	1,457.10	1,699.95	1,942.80	2,185.65	2,671.35	3,157.05	3,642.75	4,371.30
Fulbeck	45.63	1,444.62	1,685.39	1,926.16	2,166.93	2,648.47	3,130.01	3,611.55	4,333.86
Greatford	33.12	1,436.28	1,675.66	1,915.04	2,154.42	2,633.18	3,111.94	3,590.70	4,308.84
Great Gonerby	52.74	1,449.36	1,690.92	1,932.48	2,174.04	2,657.16	3,140.28	3,623.40	4,348.08
Great Ponton	98.82	1,480.08	1,726.76	1,973.44	2,220.12	2,713.48	3,206.84	3,700.20	4,440.24
Haconby	9.36	1,420.44	1,657.18	1,893.92	2,130.66	2,604.14	3,077.62	3,551.10	4,261.32
Harlaxton	65.88	1,458.12	1,701.14	1,944.16	2,187.18	2,673.22	3,159.26	3,645.30	4,374.36
Heydour	50.31	1,447.74	1,689.03	1,930.32	2,171.61	2,654.19	3,136.77	3,619.35	4,343.22
Honington	-	1,414.20	1,649.90	1,885.60	2,121.30	2,592.70	3,064.10	3,535.50	4,242.60
Horbling	39.69	1,440.66	1,680.77	1,920.88	2,160.99	2,641.21	3,121.43	3,601.65	4,321.98
Hougham	53.73	1,450.02	1,691.69	1,933.36	2,175.03	2,658.37	3,141.71	3,625.05	4,350.06
Hough on the Hill	61.74	1,455.36	1,697.92	1,940.48	2,183.04	2,668.16	3,153.28	3,638.40	4,366.08
Ingoldsby	65.88	1,458.12	1,701.14	1,944.16	2,187.18	2,673.22	3,159.26	3,645.30	4,374.36
Irnham	19.89	1,427.46	1,665.37	1,903.28	2,141.19	2,617.01	3,092.83	3,568.65	4,282.38
Kirkby Underwood	42.12	1,442.28	1,682.66	1,923.04	2,163.42	2,644.18	3,124.94	3,605.70	4,326.84
Langtoft	7.02	1,449.06	1,690.57	1,932.08	2,173.59	2,656.61	3,139.63	3,622.65	4,347.18
Lenton, Keisby, Osgodby & Hanby	14.49	1,423.86	1,661.17	1,898.48	2,135.79	2,610.41	3,085.03	3,559.65	4,271.58
Little Bytham	20.34	1,427.76	1,665.72	1,903.68	2,141.64	2,617.56	3,093.48	3,569.40	4,283.28
Little Ponton & Stroxtun	106.38	1,485.12	1,732.64	1,980.16	2,227.68	2,722.72	3,217.76	3,712.80	4,455.36
Londonthorpe & Harrowby Without	19.71	1,427.34	1,665.23	1,903.12	2,141.01	2,616.79	3,092.57	3,568.35	4,282.02
Long Bennington	54.18	1,450.32	1,692.04	1,933.76	2,175.48	2,658.92	3,142.36	3,625.80	4,350.96
Market Deeping	113.94	1,490.16	1,738.52	1,986.88	2,235.24	2,731.96	3,228.68	3,725.40	4,470.48
Marston	37.62	1,439.28	1,679.16	1,919.04	2,158.92	2,638.68	3,118.44	3,598.20	4,317.84
Morton & Hanthorpe	18.45	1,426.50	1,664.25	1,902.00	2,139.75	2,615.25	3,090.75	3,566.25	4,279.50
Old Somerby	43.29	1,443.06	1,683.57	1,924.08	2,164.59	2,645.61	3,126.63	3,607.65	4,329.18
Pickworth	39.87	1,440.78	1,680.91	1,921.04	2,161.17	2,641.43	3,121.69	3,601.95	4,322.34
Pointon & Sempringham	92.43	1,475.82	1,721.79	1,967.76	2,213.73	2,705.67	3,197.61	3,689.55	4,427.46
Rippingale	61.29	1,455.06	1,697.57	1,940.08	2,182.59	2,667.61	3,152.63	3,637.65	4,365.18
Sedgebrook	89.19	1,473.66	1,719.27	1,964.88	2,210.49	2,701.71	3,192.93	3,684.15	4,420.98
Skillington	37.98	1,439.52	1,679.44	1,919.36	2,159.28	2,639.12	3,118.96	3,598.80	4,318.56
South Witham	55.08	1,450.92	1,692.74	1,934.56	2,176.38	2,660.02	3,143.66	3,627.30	4,352.76
Stubton	20.43	1,427.82	1,665.79	1,903.76	2,141.73	2,617.67	3,093.61	3,569.55	4,283.46
Swayfield	23.49	1,429.86	1,668.17	1,906.48	2,144.79	2,621.41	3,098.03	3,574.65	4,289.58
Swinstead	41.31	1,441.74	1,682.03	1,922.32	2,162.61	2,643.19	3,123.77	3,604.35	4,325.22
Tallington	25.11	1,430.94	1,669.43	1,907.92	2,146.41	2,623.39	3,100.37	3,577.35	4,292.82
Thurlby	25.74	1,431.36	1,669.92	1,908.48	2,147.04	2,624.16	3,101.28	3,578.40	4,294.08
Toft, Lound & Manthorpe	-	1,414.20	1,649.90	1,885.60	2,121.30	2,592.70	3,064.10	3,535.50	4,242.60
Uffington	20.16	1,427.64	1,665.58	1,903.52	2,141.46	2,617.34	3,093.22	3,569.10	4,282.92
Welby	21.15	1,428.30	1,666.35	1,904.40	2,142.45	2,618.55	3,094.65	3,570.75	4,284.90
Westborough & Dry Doddington	18.72	1,426.68	1,664.46	1,902.24	2,140.02	2,615.58	3,091.14	3,566.70	4,280.04
West Deeping	97.11	1,478.94	1,725.43	1,971.92	2,218.41	2,711.39	3,204.37	3,697.35	4,436.82
Witham on the Hill	37.62	1,439.28	1,679.16	1,919.04	2,158.92	2,638.68	3,118.44	3,598.20	4,317.84
Woolsthorpe	86.67	1,471.98	1,717.31	1,962.64	2,207.97	2,698.63	3,189.29	3,679.95	4,415.94
Wyville cum Hungerton	19.62	1,427.28	1,665.16	1,903.04	2,140.92	2,616.68	3,092.44	3,568.20	4,281.84



**SOUTH  
KESTEVEN  
DISTRICT  
COUNCIL**

## **Council**

Thursday, 27 February 2025

Report of Councillor Ashley Baxter  
Leader of the Council, Cabinet Member  
for Finance, HR and Economic  
Development

## **Appointment of Local Returning Officer - Combined Authority (Mayoral Elections) Order 2017**

### **Report Author**

Julie Edwards, Electoral Services Manager

✉ julie.edwards@southkesteven.gov.uk

### **Purpose of Report**

To appoint a Local Returning Officer to be responsible for administering the Greater Lincolnshire Combined County Authority Mayoral elections in South Kesteven.

### **Recommendations**

**Council is recommended to:**

- 1. Approve the appointment of the Chief Executive as Local Returning Officer for the South Kesteven area for the Greater Lincolnshire Combined County Authority Mayoral elections.**

### **Decision Information**

Does the report contain any exempt or confidential information not for publication?	No
What are the relevant corporate priorities?	Effective council
Which wards are impacted?	(All Wards)

## **1. Implications**

Taking into consideration implications relating to finance and procurement, legal and governance, risk and mitigation, health and safety, diversity and inclusion, safeguarding, 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 There are no financial implications associated with this report.

*Completed by: Richard Wyles, Deputy Chief Executive and s151 Officer*

### ***Legal and Governance***

- 1.2 The first elections of the Greater Lincolnshire Combined County Authority Mayor will be held on 1 May 2025. The appointment of a Local Returning Officer to be responsible for administering the Mayoral elections at a local level in South Kesteven is required to be made in accordance with Schedule 2 of The Combined Authorities (Mayoral Elections) Order 2017.
- 1.3 The Chief Executive was appointed as Returning Officer by the Council in 2020 for the election of District and Parish/Town Councillors, in accordance with Section 35(1) of the Representation of the People Act 1983.
- 1.4 The appointment of a Returning Officer for the Combined County Authority Mayor elections taking place on 1 May 2025 must be made prior to the commencement of the pre-election period which begins on 19 March 2025.

*Completed by: Graham Watts, Monitoring Officer*

## **2. Background**

- 2.1. The Electoral Commission has advised each Council to formally appoint an officer of the Council as Local Returning Officer for each area within the Greater Lincolnshire Combined County Authority. This is a requirement of the Combined Authorities (Mayoral Elections) Order 2017.
- 2.2. The appointed Local Returning Officer will be responsible for administering the Combined County Authority Mayoral elections at a local level for the District Council area.



- 2.3. The Combined County Authority must also appoint one of its officers, or one of the officers of a Constituent Council, to be the Combined County Authority Returning Officer (CCARO) for the election. Rob Walsh, Chief Executive of North East Lincolnshire Council, has been appointed as the CCARO for the Greater Lincolnshire Combined County Authority Mayoral elections.

### **3. Key Considerations**

- 3.1. The Chief Executive is already appointed as Returning Officer for the delivery of local elections and has been appointed as Deputy Returning Officer for the Lincolnshire County Council elections scheduled to take place alongside the Mayoral elections on 1 May 2025.
- 3.2. The recommendation to appoint the Chief Executive as the Local Returning Officer for the Combined County Authority Mayoral elections will ensure a consistent delivery of both elections.

### **4. Other Options Considered**

- 4.1. No other options were considered. It is a requirement to appoint a Local Returning Officer to be responsible for the delivery of the Combined County Authority Mayoral elections in South Kesteven.

### **5. Reasons for the Recommendations**

- 5.1. The Council is required to appoint a Returning Officer to be responsible for organisation and delivery of the Greater Lincolnshire Combined County Authority Mayoral elections in South Kesteven.

### **6. Background Papers**

- 6.1. Combined Authorities (Mayoral Elections) Order 2017

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**SOUTH  
KESTEVEN  
DISTRICT  
COUNCIL**

## **Council**

Thursday, 27 February 2025

Report of Karen Bradford, Chief Executive

## **Political Proportionality and Allocation of Seats on Committees**

### **Report Author**

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

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### **Purpose of Report**

Full Council is invited to note a change in the authority's political proportionality and consider appointments to seats on committees.

### **Recommendations**

**Full Council is recommended to:**

- 1. Note the changes in political proportionality and the allocation of seats on committees to each of the Council's political groups**
- 2. Approve appointments to committee seats as proposed by respective political group leaders**

### **Decision Information**

Does the report contain any exempt or confidential information not for publication?

No

What are the relevant corporate priorities?

Effective council

Which wards are impacted?

(All Wards)

## **1. Implications**

Taking into consideration implications relating to finance and procurement, legal and governance, risk and mitigation, health and safety, diversity and inclusion, safeguarding, 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 There are no significant financial or procurement implications arising from this report.

*Completed by: Richard Wyles, Deputy Chief Executive and Section 151 Officer*

### ***Legal and Governance***

- 1.2 All Members of the Council must complete mandatory training on the Councillor Code of Conduct, Equalities, Inclusion & Diversity, PREVENT and Safeguarding within six months of the Council's Annual Meeting or the date of their election to the Council, whichever is the latter. Any Member who fails to adhere to this requirement is not permitted to act as a Member of any of the Council's committees, until they have completed the training.
- 1.3 In addition, Members of the Governance and Audit Committee, Licensing Committee, Planning Committee and Standards Committee are required to attend mandatory training on the specific Committee before being able to sit as a Member of that Committee.
- 1.4 The Local Government and Housing Act 1989 sets out the legislative requirements for the Council in reviewing representation of different political groups and determining the allocation of seats on committees.

*Completed by: Graham Watts, Monitoring Officer*

## **2. Background to the Report**

- 2.1. Councillor Rhys Baker has provided the necessary notice that he is no longer a member of the Green Party Group and is now an Independent (Unaligned) Councillor.
- 2.2. This has resulted in a slight impact on the allocation of committee seats to the Democratic Independent Group, Grantham Independent Group, the Independent Group, the Green Party Group and the Labour and Co-operative Group.

- 2.3 A revised calculation of the Council's political proportionality and allocation of committee seats is outlined at **Appendix A**, which takes into account these changes.

### **3. Key Considerations**

- 3.1. The change in political proportionality has had the following impact on committee seat allocations:
- Licensing Committee and Alcohol, Entertainment and Late Night Refreshment Licensing Committee – the Green Party Group lose one seat and the Democratic Independent Group gain one seat
  - Standards Committee – the Green Party Group lose one seat and the Grantham Independent Group gain one seat
  - All other Committees (with the exception of the Chief Executive's Appeals Panel) – the Green Party Group and Labour and Co-operative Party share equal entitlement to one seat on each Committee. Previously, the Green Party Group was entitled to one seat on each Committee
- 3.2. The Democratic Independent Group Leader, Councillor Philip Knowles, has nominated himself for appointment on the Licensing Committee and Alcohol, Entertainment and Late Night Refreshment Licensing Committee.
- 3.3. The Independent Group, who had previously gifted its seat to Councillor Philip Knowles on the Licensing Committee and Alcohol, Entertainment and Late Night Refreshment Licensing Committee, has gifted its seat to Councillor Patsy Ellis. This retains Councillor Ellis' membership on these Committees who was previously gifted the seat by the Green Party Group.
- 3.4. The Grantham Independent Group Leader, Councillor Tim Harrison, has nominated himself for appointment on the Standards Committee.
- 3.5. The Green Party Group Leader and Labour and Co-operative Group Leader have agreed their respective allocations and confirmed the following:
- Planning Committee – Green Party Group to be allocated the seat and Councillor Vanessa Smith to continue as a member of the Committee
  - Governance and Audit Committee – Labour and Co-operative Group to be allocated the seat and Councillor Rob Shorrocks to continue as a member of the Committee
  - Employment Committee – Labour and Co-operative Group to be allocated the seat, which is to be gifted to Councillor Rhys Baker

- Finance and Economic Overview and Scrutiny Committee – Labour and Co-operative Group to be allocated the seat and Councillor Lee Steptoe to continue as a member of the Committee
  - Housing Overview and Scrutiny Committee – Labour and Co-operative Group to be allocated the seat and Councillor Lee Steptoe to continue as a member of the Committee. Councillor Emma Baker to also continue as a member of the Committee, the seat for which is gifted from the Grantham Independent Group
  - Rural and Communities Overview and Scrutiny Committee – Green Party Group to be allocated the seat and Councillor Vanessa Smith to continue as a member of the Committee
  - Culture and Leisure Overview and Scrutiny Committee – Green Party Group to be allocated the seat and Councillor Emma Baker to continue as member of the Committee
  - Environment Overview and Scrutiny Committee – Green Party Group to be allocated the seat and Councillor Emma Baker to continue as member of the Committee
- 3.6. The Liberal Democrat Group Leader has nominated Councillor Rhea Rayside as a member of the Environment Overview and Scrutiny Committee in place of himself.

## **4. Other Options Considered**

- 4.1. Political Group Leaders are invited to propose any further amendments or nominations to committees from their respective political groups.
- 4.2. Section 17 of the Local Government and Housing Act 1989 allows for an alternative approach to the requirement for political proportionality, which currently does not include those Councillors not in political groups (non-aligned) in the calculation for the allocation of committee seats. Such an arrangement can only be put in place if no Member votes against it.

## **5. Reasons for the Recommendations**

- 5.1. To ensure that the Council has sufficient representation on committees which aligns with the authority's political proportionality.

## **6. Appendices**

- 6.1 Appendix A – Political proportionality and allocation of seats to Committees.

## Political Balance: February 2025

**Political balance of the Council**

Group	Seats	%	
The South Kesteven Coalition Group	25	45%	<i>Consisting of 22 Conservative and 3 Independent Councillors</i>
Grantham Independent Group	8	14%	
Democratic Independent Group	8	14%	
Independent Group	5	9%	
Green Party Group	2	4%	
Liberal Democrat Group	4	7%	
Labour and Co-operative Group	2	4%	
Unaligned	2	4%	<i>Unaligned Councillors are not entitled to a seat as the calculation is based on political groups</i>

**Committees of the Council****Planning Committee**

Total seats 13

Group	Proportional entitlement	Entitlement rounded
The South Kesteven Coalition Group	5.803571429	6
Grantham Independent Group	1.857142857	2
Democratic Independent Group	1.857142857	2
Independent Group	1.160714286	1
Green Party Group	0.464285714	1
Liberal Democrat Group	0.928571429	1
Labour and Co-operative Group	0.464285714	0
Unaligned	N/A	
		13

**Governance & Audit Committee**

Total seats 9

Group	Proportional entitlement	Entitlement rounded
The South Kesteven Coalition Group	4.017857143	4
Grantham Independent Group	1.285714286	1
Democratic Independent Group	1.285714286	1
Independent Group	0.803571429	1
Green Party Group	0.321428571	1
Liberal Democrat Group	0.642857143	1
Labour and Co-operative Group	0.321428571	0
Unaligned	N/A	
		9

**Employment Committee**

Total seats 9

Group	Proportional entitlement	Entitlement rounded
The South Kesteven Coalition Group	4.017857143	4
Grantham Independent Group	1.285714286	1
Democratic Independent Group	1.285714286	1
Independent Group	0.803571429	1
Green Party Group	0.321428571	1
Liberal Democrat Group	0.642857143	1
Labour and Co-operative Group	0.321428571	0
Unaligned	N/A	
		9

**Licensing Committee & Alcohol, Entertainment and Late Night Refreshment Licensing Committee**

Total seats 11

Group	Proportional entitlement	Entitlement rounded
The South Kesteven Coalition Group	4.910714286	5
Grantham Independent Group	1.571428571	2
Democratic Independent Group	1.571428571	2
Independent Group	0.982142857	1
Green Group	0.392857143	0
Liberal Democrat Group	0.785714286	1
Labour and Co-operative Group	0.392857143	0
Unaligned	N/A	
		11

**Standards Committee**

Total seats 11

Group	Proportional entitlement	Entitlement rounded
The South Kesteven Coalition Group	4.910714286	5
Grantham Independent Group	1.571428571	2
Democratic Independent Group	1.571428571	2
Independent Group	0.982142857	1
Green Party Group	0.392857143	0
Liberal Democrat Group	0.785714286	1
Labour and Co-operative Group	0.392857143	0
Unaligned	N/A	
		11

Political Balance: February 2025

Overview & Scrutiny Committees

Finance and Economic Overview and Scrutiny Committee

Housing Overview and Scrutiny

Total seats

9

Group	Proportional entitlement	Entitlement rounded
South Kesteven Coalition Group	4.017857143	4
Grantham Independent Group	1.285714286	1
Democratic Independent Group	1.285714286	1
Independent Group	0.803571429	1
Green Party Group	0.321428571	1
Liberal Democrat Group	0.642857143	1
Labour and Co-operative Group	0.321428571	0
Unaligned	N/A	
		9

Total seats

9

Group	Proportional entitlement	Entitlement rounded
South Kesteven Coalition Group	4.017857143	4
Grantham Independent Group	1.285714286	1
Democratic Independent Group	1.285714286	1
Independent Group	0.803571429	1
Green Party Group	0.321428571	1
Liberal Democrat Group	0.642857143	1
Labour and Co-operative Group	0.321428571	0
Unaligned	N/A	
		9

Rural and Communities Overview and Scrutiny Committee

Total seats

9

Group	Proportional entitlement	Entitlement rounded
South Kesteven Coalition Group	4.017857143	4
Grantham Independent Group	1.285714286	1
Democratic Independent Group	1.285714286	1
Independent Group	0.803571429	1
Green Party Group	0.321428571	1
Liberal Democrat Group	0.642857143	1
Labour and Co-operative Group	0.321428571	0
Unaligned	N/A	
		9

Culture and Leisure Overview and Scrutiny Committee

Environment Overview and Scrutiny

Total seats

9

Group	Proportional entitlement	Entitlement rounded
South Kesteven Coalition Group	4.017857143	4
Grantham Independent Group	1.285714286	1
Democratic Independent Group	1.285714286	1
Deepings Independent Group	0.803571429	1
Green Party Group	0.321428571	1
Liberal Democrat Group	0.642857143	1
Labour and Co-operative Group	0.321428571	0
Unaligned	N/A	
		9

Total seats

9

Group	Proportional entitlement	Entitlement rounded
South Kesteven Coalition Group	4.017857143	4
Grantham Independent Group	1.285714286	1
Democratic Independent Group	1.285714286	1
Independent Group	0.803571429	1
Green Party Group	0.321428571	1
Liberal Democrat Group	0.642857143	1
Labour and Co-operative Group	0.321428571	0
Unaligned	N/A	
		9

Other

Chief Executive's Appeals Panel

Total seats

3

Group	Proportional entitlement	Entitlement rounded
South Kesteven Coalition Group	1.339285714	2
Grantham Independent Group	0.428571429	1
Democratic Independent Group	0.428571429	0
Independent Group	0.267857143	0
Green Party Group	0.107142857	0
Liberal Democrat Group	0.214285714	0
Labour and Co-operative Group	0.107142857	0
Unaligned	N/A	
		3





**SOUTH  
KESTEVEN  
DISTRICT  
COUNCIL**

## **Council**

Thursday, 27 February 2025

Report of Councillor Philip Knowles,  
Cabinet Member for Corporate  
Governance and Licensing

## **Amendments to the Council's Constitution**

### **Report Author**

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

✉ graham.watts@southkesteven.gov.uk

### **Purpose of Report**

To approve proposed changes to the Council's Constitution, recommended by the Governance and Audit Committee on 13 February 2025.

### **Recommendations**

**Full Council is recommended to approve the following amendments to the Constitution:**

- 1. Article 7 (Leader) at Part 2 (Articles) be amended to reflect the requirement for the submission of a Notice of Motion for the Council to approve a resolution to remove the Leader of the Council from office, as set out at paragraph 3.3 of the report.**
- 2. Council Procedure Rules at Part 4 (Rules of Procedure) be amended to provide greater clarity regarding amendments and their relevance to an original motion, as set out at paragraph 3.7 of the report.**

### **Decision Information**

Does the report contain any exempt or confidential information not for publication?

No

What are the relevant corporate priorities?

Effective council

Which wards are impacted?

(All Wards)

## 1. Implications

Taking into consideration implications relating to finance and procurement, legal and governance, risk and mitigation, health and safety, diversity and inclusion, safeguarding, 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 There are no financial or procurement implications arising from this report.

*Completed by: Richard Wyles, Deputy Chief Executive and Section 151 Officer*

### ***Legal and Governance***

1.2 There are no significant legal or governance implications arising from this report which are not already included within the body of the report.

*Completed by: Graham Watts, Monitoring Officer*

## 2. Background to the Report

2.1. Full Council is asked to consider for approval a number of amendments to the Constitution which aim to improve openness and transparency and the quality of decision-making associated with meetings of the Council.

## 3. Key Considerations

### ***Removal of the Leader of the Council***

3.1 Article 7.3 (Leader) of the Council's Constitution currently states that:

3.2 *"The Leader will be a Councillor elected to the position of Leader by Full Council and will hold the office for a four-year term, unless:*

- i) They resign from office*
- ii) They are no longer a Councillor*
- iii) Full Council passes a resolution to remove the Leader from office"*

3.3 It is proposed that paragraph iii) be amended to read:

***"A Notice of Motion is submitted and Full Council passes a resolution to remove the Leader from office".***

## **Amendments to motions**

3.4 Paragraph 14 (Rules of Debate) of Council Procedure Rules outline the procedures that must be followed when debating motions at meetings of the Council.

3.5 Paragraphs 14.6 – 14.12 of Council Procedure Rules set out the procedures associated with amendments to motions.

3.6 Paragraph 14.6 of Council Procedure Rules state the following:

*“An amendment to a motion must be relevant to the motion and will either be:*

- (a) To refer the matter to an appropriate body or individual for consideration*
- (b) To leave out words*
- (c) To leave out words and insert or add others*
- (d) To insert or add words*

*As long as the effect of (b) to (d) does not negate the motion.”*

3.7 It is proposed that the word ‘original’ be added prior to the word ‘motion’ on two occasions so that paragraph 14.6 reads:

***“An amendment to a motion must be relevant to the original motion and will either be:***

- (a) To refer the matter to an appropriate body or individual for consideration***
- (b) To leave out words***
- (c) To leave out words and insert or add others***
- (d) To insert or add words***

***As long as the effect of (b) to (d) does not negate the original motion.”***

## **4. Other Options Considered**

4.1 To make no changes to the Council’s Constitution

4.2 To suggest any further amendments to the Council’s Constitution.

## **5. Reasons for the Recommendations**

5.1 The proposed amendments to the Council’s Constitution seek to improve the openness, transparency and efficiency of the Council’s proceedings at its public meetings.

## **6. Consultation**

- 6.1 The Governance and Audit Committee considered this report at its meeting on 13 February 2025 and agreed to formally recommend the amendments set out in the report to Full Council for approval.
- 6.2 The Committee considered a further proposed amendment to the Constitution at its meeting which sought to introduce a requirement to provide advanced notice of significant amendments to motions. During consideration of this matter at the meeting the proposition was withdrawn.



**SOUTH  
KESTEVEN  
DISTRICT  
COUNCIL**

## Council


Thursday, 27 February 2025

Report of Councillor Ashley Baxter  
Leader of the Council, Cabinet Member  
for Finance, HR and Economic  
Development

## Appointment of Lead Member for Armed Forces

### Report Author

Carol Drury, Community Engagement Manager

 carol.drury@southkesteven.gov.uk

### Purpose of Report

This report examines the role and responsibilities of the Council's Lead Member for Armed Forces and provides the Council with an opportunity to make an appointment to the role.

### Recommendations

#### Council is recommended to:

1. Approve the proposed schedule for appointment to the role of Lead Member for Armed Forces
2. Approve the proposed role description for the Lead Member for Armed Forces
3. Appoint a Member to the role of Lead Member for Armed Forces 2025-2027

### Decision Information

Does the report contain any exempt or confidential information not for publication?	No
What are the relevant corporate priorities?	Connecting communities Enabling economic opportunities Housing Effective council
Which wards are impacted?	All Wards

## **1. Implications**

Taking into consideration implications relating to finance and procurement, legal and governance, risk and mitigation, health and safety, diversity and inclusion, safeguarding, 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 There are no specific financial comments arising from this report.

*Completed by: Richard Wyles, Deputy Chief Executive and s151 Officer*

### ***Legal and Governance***

1.2 There are no significant legal or governance implications arising from this report.

*Completed by: Graham Watts, Monitoring Officer*

## **2. Background to the Report**

- 2.1 The Council has had a lead Member, or Champion, for Armed Forces since it first signed the Armed Forces Covenant in 2012. Initially, the role of Champion was held informally and not facilitated through formal appointment by Full Council.
- 2.2 The affirmation of the Champion was formalised in May 2019 when the appointment to the role was announced and minuted as part of the Full Council meeting. This is outlined in the background papers as set out at paragraph 6.1 of this report.
- 2.3 Unlike appointments to outside bodies, the term of the Armed Forces Champion has, historically, been a rolling remit and usually only ends when the Member voluntary steps down or is not re-elected at District Council elections.
- 2.4 The role has always been filled by an Elected Member who has served in the Armed Forces. It is extremely helpful for the post-holder to have personal experience of being a veteran.
- 2.5 The title of Champion was changed to Lead Member for Armed Forces in September 2022 when the current incumbent, Councillor Richard Dixon-Warren, was formally confirmed at the Council's Annual General Meeting.
- 2.6 The role of the Lead Member for Armed Forces is to advocate for the Armed Forces Community of South Kesteven and to represent the Council at meetings such as the civilian/military partnership. This advocacy role helps ensure the voice of

veterans and their families is considered as the Council works to meet its commitment to the Armed Forces Covenant.

- 2.7 The Council is a Gold Award holder under the Defence Employer Recognition Scheme, recognising its work in support for defence and carrying a responsibility to advocate for the military community wherever possible. The current role of the Lead Member for Armed Forces, therefore, carries with it a level of responsibility not previously expected.
- 2.8 As part of the role Councillor Dixon-Warren currently chairs the resurgent Lincolnshire Armed Forces Community Covenant Partnership with membership comprising local authorities, health, military establishments, veteran organisations and charities.

### **3. Key Considerations**

- 3.1 In order to provide a structure to the role and its responsibilities and, to further formalise the appointment by Council of a Lead Member for Armed Forces, it has been suggested that a document be produced to outline the role and its re-appointment be added to the Council's agenda on a biennial basis.

#### **Key duties and responsibilities**

- 3.2 The main areas of responsibility for the Lead Member for Armed Forces are:
- To raise the profile and needs of the Armed Forces Community, internally and externally within South Kesteven District Council and wider County as appropriate
  - To be an advocate for the Armed Forces Community to ensure their voices are heard and taken into consideration in all aspects of the Council's business
  - To provide a vocal presence for the Armed Forces Community within the Council where this is necessary.
- 3.3 The proposed role description is provided at Appendix A of this report.

#### **Appointment of the Lead Member for Armed Forces**

- 3.4 Currently, the appointment of a Lead Member for Armed Forces is not reviewed unless and until the appointed Member steps down or is not re-elected.
- 3.5 It is proposed that an appointment be made at the February meeting of Full Council for a term of two years. Appointment will be also reviewed following the Local Elections in May 2027 (if necessary).

## **4. Other Options Considered**

- 4.1 The appointment of a Lead Member for Armed Forces falls within the requirements of the Armed Forces Covenant, last signed by South Kesteven District Council in 2022. Therefore, no other options were considered as part of this report.
- 4.2 Full Council could agree amendments to the key duties or responsibilities of the post and process for the appointment.

## **5. Reasons for the Recommendations**

- 5.1. To ensure the Council has an identified and agreed timetable under which it will appoint a South Kesteven District Councillor to the role of Lead Member for Armed Forces.
- 5.2. To ensure consistency and efficiency with the appointment of a named Lead Member for Armed Forces 2025-2027.

## **6. Background Papers**

- 6.1 [Council Minutes 23<sup>rd</sup> May 2019 – Appointment of Armed Forces Champion](#)
- 6.2 [Council Minutes 22<sup>nd</sup> September 2022 – Appointment of Lead Member for Armed Forces.](#)

## **7. Appendices**

- 7.1 Appendix A – Lead Member for Armed Forces – Proposed Role Description





## **Lead Member for Armed Forces – Description of Role**

### **Purpose**

To raise the profile and needs of the Armed Forces Community, internally and externally within South Kesteven District Council and wider County as appropriate

To be an advocate for the Armed Forces Community to ensure their voices are heard and taken into consideration in all aspects of the Council's business.

### **Key duties and responsibilities**

- Engage with the Armed Forces Community and aim to establish meaningful connections with members of the Armed Forces community. By understanding their perspectives, experiences, and challenges, the Lead Member can build trust and create initiatives that resonate with the community
- Working within South Kesteven District Council to ensure that policies, practices, and services are inclusive and supportive of the Armed Forces community. The Lead Member will provide insights and recommendations to ensure that SKDC meets the needs of military personnel and veterans effectively
- Understand how they can gain support from other services/charities and collaborate with external services and charities that offer support to military personnel and veterans. By forming partnerships and sharing resources, they can enhance the range and effectiveness of support available to the Armed Forces community
- Reinforce the integration between communities. The Lead Member will promote and strengthen the integration of the Armed Forces community with the broader civilian population. By fostering understanding, mutual respect, and awareness between communities, they will contribute to a more cohesive and inclusive society.

### **Expectations**

- To provide a vocal presence for the Armed Forces Community within the Council where this is necessary
- To seek the views of people with lived experience of the Armed Forces challenges, identifying priorities and concerns
- To work sensitively, respectfully and with those Serving Personnel, Veterans and their families
- To provide for other Members of the Authority updates at suitable intervals on issues/initiatives identified within local communities (usually via an information sheet).

### **Benefits to assist the Lead Member**

- Access to advice and support from the Council's Armed Forces Officer
- Access via updates to resources and publications dedicated to the provision of advice on the Armed Forces Community
- Access to workshops and other learning events which might be available and appropriate to the role of Lead Member in this field.

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**SOUTH  
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## **Council**

Thursday, 27 February 2025

Report of Councillor Ashley Baxter  
Leader of the Council and Cabinet  
Member for Finance, HR and Economic  
Development

## **UK Shared Prosperity Fund Allocation 2025/26**

### **Report Author**

Emma Whittaker, Assistant Director of Planning

 emma.whittaker@southkesteven.gov.uk

### **Purpose of Report**

The UK Shared Prosperity Fund (UKSPF) has been a significant opportunity to secure substantial investment for the District. The UKSPF has been extended for a single year and it has been indicated by the Greater Lincolnshire Mayoral Combined County Authority (MCCA) that funds will be passported to the Council to manage in 2025/26. The purpose of this report is to agree the principles behind the submission to the MCCA to secure the funding and to seek a delegation for the Chief Executive, in consultation with the Leader of the Council, to finalise the submission.

### **Recommendations**

**Council is recommended to:**

- 1. Approve the proposed interventions to form the basis of the South Kesteven UKSPF Investment Plan submission to the Greater Lincolnshire Mayoral Combined County Authority.**
- 2. Delegate authority to the Chief Executive, in consultation with the Leader of the Council, to finalise and submit the final Investment Plan to the Greater Lincolnshire Mayoral Combined County Authority.**

### Decision Information

Does the report contain any exempt or confidential information not for publication?	No
What are the relevant corporate priorities?	Connecting communities Sustainable South Kesteven Enabling economic opportunities Housing Effective council
Which wards are impacted?	(All Wards);

## 1. Implications

Taking into consideration implications relating to finance and procurement, legal and governance, risk and mitigation, health and safety, diversity and inclusion, safeguarding, 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 Funding will be awarded and agreed within the set parameters of the UKSPF scheme. The funding is a single year allocation, and the Council is not required to prepare a new Investment plan but rather review the previous plan and ensure that proposed allocations align with the priorities of the MCCA.

*Completed by: David Scott, Assistant Director for Finance (Deputy s151)*

### ***Legal and Governance***

- 1.2 There are no significant legal or governance implications arising from this report.

*Completed by: Graham Watts, Monitoring Officer*

## 2. Background to the Report

- 2.1. The Council's vision is for the District to be "*A thriving District to live in, work and visit*". The Corporate Plan (2024-2027) is the golden thread that connects the work at all levels of the organisation to our overarching vision, priorities and ambitions.

- 2.2. The UKSPF was a central pillar of the previous Government's Levelling Up agenda to build pride in place and increase life chances by 2030. Underneath the overarching aim, three investment priorities were identified:

- Communities and Place
  - Supporting Local Business
  - People and Skills
- 2.3. The Council has previously received an allocation of £3,898,592 funding for local investment between 2022 and 2025. To secure this original funding allocation, the Council was required to submit an Investment Plan to Government (see **Background Paper A**).
- 2.4. The Government announced on in December 2024 that there would be an additional or “transition” year of UK Shared Prosperity (UKSPF) funding for 2025-26. The funding has been awarded to all lead authorities which, unlike in previous years, will now be the Greater Lincolnshire Mayoral Combined County Authority (MCCA) not South Kesteven District Council (SKDC).
- 2.5. It has been confirmed that the allocation will be split as 25% capital and 75% revenue. Additionally, as with the previous allocation, a proportion of the fund can be deducted for management and administration costs.
- 2.6. The Leaders of Lincolnshire, North Lincolnshire and North East Lincolnshire Councils have written to the Council to confirm that the decision of allocation of UKSPF funding will be considered by the MCCA as part of the inaugural meeting on 6th March 2025 (**see Letter in Appendix A**). All Councils across Lincolnshire have been asked to start reviewing their Investment Plans ahead of this decision in March.
- 2.7. It has also been confirmed that whilst the MCCA is supportive of the one-year single pot allocation being passported to the existing delivery authorities based on the same funding share as the 2022 allocation. This would allow each area the opportunity to priorities local need, extend successful projects or identify new ones. Based on these principles, the amount that would be allocated to SKDC is £1.2 million.
- 2.8. The MCCA has been clear that where a local authority is not able to fully distribute funds within its district the funds will be lost to Greater Lincolnshire. The MCCA has clarified that there should be review of the fund in September 2025 after which any underspend will be pooled across Greater Lincolnshire. It is therefore imperative, that all funding allocation to SKDC is committed by end September 2025.
- 2.9. It has been indicated by the MCCA that should there be any future funding, whether through UKSPF or similar, this will be managed and distributed by the MCCA. To assist in this transition, we are encouraged to align our priorities with those of the MCCA and consider allocating this transitional funding to projects that meet these priorities. The priorities of the MCCA are:

- Infrastructure which supports the movement of people, goods and ideas
- Modern transport services that connect people to learning, business opportunity, jobs and services
- Investing in high quality homes and communities
- Raising awareness, inspiration, and access to support our residents to train and upskill for the job they want
- Growing skills capacity for the future
- Investing to achieve net zero, to drive productivity and to grow jobs
- Investing to take advantage of our unique natural environment in a responsible way, whilst protecting our communities from climate change impact
- Driving innovation, enterprise and adoption of new technologies
- Increasing employment opportunities through recruitment pathways and work-based training into higher skilled employment
- Creating a “whole system” approach to getting more people into better paid work.

2.10. These priorities broadly align with the Council’s own priorities in the Corporate Plan and with the three overarching investment priorities for the UKSPF.

2.11. Government has set out three priorities for UKSPF spending that are designed to support the UK government’s ambition plan for change focused on five national missions. Under each of the UKSPF priorities there are a number of themes.

#### Communities and Place priority

There are two themes within this priority: Healthy, Safe and Inclusive Communities and Thriving Places. The scope of these themes is to improve health and wellbeing, reducing crime and the fear of crime, bringing communities together and tackling homelessness.

#### Supporting Local Business

The scope of this theme includes providing advice and support to business, enterprise culture and startup support as well as business sites and premises.

#### People and Skills

Employability and skills are the two themes under this priority. The ambition includes supporting people, including those who are economically inactive to progress towards sustained employment.

2.12. Over the original three-year allocation, it has been challenging to manage the allocation across multiple interventions with the majority of the fund being available in year three. With a single year allocation and the strict timetable imposed by the MCCA, it is imperative that the funding allocations are not complicated. The previous funding allocations have been split across the three priorities in the following way:

- Communities and Place – **64%**

- Supporting Local Business – **28%**
- People and Skills – **3%**
- Administration – **4%**

2.13. It is recommended that the allocation for 2025-26 be split in the following way:

- Communities and Place – **60%**
- Supporting Local Business – **30%**
- People and Skills – **6.25%**
- Administration – **3.75%**

2.14. The indicative allocation to South Kesteven is £1.2 million therefore to ensure a meaningful allocation for People and Skills, it is recommended that the proportion for this intervention is increased by 6.25%.

2.15. Given the speed at which any funding will need to be allocated, it is also recommended that priority should be given to the following projects:

#### Communities and Place

- Decarbonisation/Solar installation projects – up to **£200,000**
- Creation of a Parish Fund e.g. to facilitate improvements to community facilities/play parks – capped at £10,000 per grant (total **£200,000**)

#### People and Skills

- Working with education providers to extend the existing support programmes aimed at tackling the barriers to work – up to **£65,000**
- Skills Summit aimed at supporting school/college leavers understand job and career opportunities including apprenticeships within the District– up to **£10,000**.

2.16. Furthermore, some applicants from the current funding round unable to meet the spending deadlines could be invited to make further applications if the funding is agreed.

### **3. Key Considerations**

3.1. The funding is a single year allocation, and the Council is not required to prepare a new Investment plan but rather review the previous plan and ensure that proposed allocations align with the priorities of the MCCA.

3.2. The MCCA has overall responsibility for allocating funds across Greater Lincolnshire and has indicated that there will be a review of spending in September 2025 after which unallocated funds will be pooled. It is therefore imperative that there are no delays in the decision making and management of the fund with all funds to be allocated before the September deadline.

- 3.3. The Council is waiting for further information from the MCCA about the final format of the investment proposals that are required to be completed before the inaugural meeting in March. Therefore, it is recommended that the Council agrees to the broad split between the three UKSPF priorities as set out in paragraph 2.13 with priority to the projects set out in paragraph 2.14. It is recommended that the final plan to be submitted to the MCCA, is finalised and agreed by the Chief Executive in consultation with the Leader of the Council.

## **4. Other Options Considered**

- 4.1 If the Council does not decide how it wishes to allocate the funding it would be lost to the District. The do-nothing option has therefore been discounted.

## **5. Reasons for the Recommendations**

- 5.1. There is an extremely tight window to agree the investment plan priorities and submit these to the MCCA. Additionally, there is a short period during which the Council needs to allocate the funding otherwise it will be pooled with any other shortfall across the wider MCCA area. This would represent an opportunity lost to the residents of South Kesteven District because there is no certainty that any pooled funding would be spent within the district.
- 5.2. It is therefore recommended that the Chief Executive is delegated authority to finalise the investment plan submission to the MCCA in consultation with the Leader of the Council.

## **6. Background Papers**

- 6.1. 25 July 2022 Report to agree the Council's original UKSPF Investment Plan; <https://moderngov.southkesteven.gov.uk/documents/s35256/Report.pdf>
- 6.2. South Kesteven District Council Investment Plan 2022-2025  
<https://moderngov.southkesteven.gov.uk/ecSDDisplay.aspx?NAME=SD459&ID=459&RPID=13463331>
- 6.3. UK Shared Prosperity Fund 2025-26: Technical Note: [UK Shared Prosperity Fund 2025-26: Technical note - GOV.UK](#)
- 6.4. UKSPF Year 1 Project Tracker: [Appendix A UKSPF Project Tracker.pdf](#)

## **7. Appendices**

- 7.1 **Appendix A** UKSPF Letter from MCCA January 2025





SENT VIA EMAIL

CllrM.Hill@lincolnshire.gov.uk  
rob.waltham@northlincs.gov.uk  
philip.jackson@nelincs.gov.uk

03 February 2025

Ref: SR/MJH/FC

Dear Leaders,

## **UK Shared Prosperity Fund 2025/26 allocation**

You will be aware that in December 2024, the government announced a final year of UK Shared Prosperity Fund (UKSPF). In areas where new devolution deals have been agreed, the new allocation has been pooled into a single allocation, with a requirement to nominate one lead authority for each devolved area.

When the UK Shared Prosperity Fund (UKSPF) was originally launched in April 2022, funding amounts were allocated to Local Authorities based on population size and a needs-based index with a mix of both revenue and capital funding. Across the Greater Lincolnshire region, a total of £38,671,725.52 was awarded in 2022 over three years.

In the single year allocation for 2025/26, Greater Lincolnshire MCCA has received a single pot allocation of £12,119,794 which is split as 25% capital and 75% revenue, plus a capital only 22% capital top-up which is exclusively for the MCCA to support the early development of Local Growth Plans and priority investments of £2,666,354. This top-up was derived from other government sources, not taken from the UKSPF programme allocation. As before, 4% of the fund can be deducted for management and administration costs.

The decision of allocation of UKSPF funding will be considered by the GLCCA as part of their inaugural meeting in March 2025. However, we recognise the benefit of providing early clarity and funding direction to Delivery Authorities to allow them to start reviewing their Investment Plans ahead of the GLCCA decision.

With that in mind, we can confirm that we are supportive of a 2025/26 funding model where the one-year single pot allocation of UKSPF is passported to existing delivery authorities based on the same funding share as the 2022 allocation, giving each area the opportunity to prioritise local need, extend successful projects, or identify new ones. The distribution method would ensure the slight reduction in funding would be distributed proportionally to the size of the original entitlement. It would further provide opportunities to continue support for adult numeracy interventions, recognising the continuing need and skills aspirations set out in the Greater Lincolnshire Devolution Deal.

The individual allocations resulting from the above proposed methodology can be seen in the table below.

<b>Authority</b>	<b>% of balance</b>	<b>Capital</b>	<b>Revenue</b>	<b>Suggested allocation 25/26</b>
MCCA		2,666,354	0	2,666,354
Boston	6%	112,170	575,544	687,714
East Lindsey	11%	226,875	1,164,093	1,390,967
Lincoln	7%	143,680	737,222	880,902
NE Lincs	16%	319,221	1,637,918	1,957,138
North Kesteven	8%	163,328	838,035	1,001,363
N Lincs	17%	330,968	1,698,191	2,029,158
South Holland	7%	137,662	706,344	844,007
South Kesteven	10%	199,286	1,022,537	1,221,823
West Lindsey	7%	138,040	708,282	846,322
Lincolnshire CC	10%	205,579	1,054,821	1,260,400
		<b>4,643,163</b>	<b>10,142,985</b>	<b>14,786,148</b>

We further will recommend that North East Lincolnshire Council is nominated as the Lead Authority for the 2025/26 programme, based on their existing knowledge and expertise in the UKSPF monitoring and management processes and their confirmed role of providing interim financial resourcing and oversight for the MCCA. In view of the additional reporting and administration responsibility on the lead authority, it is recommended that the first 0.75% (£110,896) is allocated to the lead authority, leaving a 3.25% M&A maximum allowance for each of the 11 participants to deduct for delivery costs.

As a Delivery Authority you are advised to now start the process of refreshing your investment plans in readiness for submission to the Lead Authority in March/April 2025. Authorities are free to make their own prioritisation of their allocations and need to ensure investment plans have been through their own relevant governance process to ensure alignment with the slightly revised government guidance and political sign-off.

However, all delivery authorities are recommended to take due regard, as part of their decision making, the single year nature of the allocation and note that any future funding of this nature will be managed and distributed by the MCCA. As such you are encouraged to give priority to schemes aligning closely to MCCA priorities and collaborative schemes crossing authority boundaries, to assist in the transition to a centrally funded position and maximise opportunities for longer term funding sustainability.

Any UKSPF which is not committed will be lost to Greater Lincolnshire. It is therefore recommended that by the end September 2025, a review of projects and delivery is undertaken by the Lead Authority and any underspend from projects which have been unable to achieve the level of spend anticipated is pooled across the Greater Lincolnshire geography and made available for additional, or overachieving projects elsewhere, subject to approval from the MCCA.

I trust this letter provides sufficient clarity and assurance to allow you as a Leader to consider your local investment priorities and refreshing existing investment plans. We anticipate more detailed guidance on reporting mechanisms and process will be shared in due course once government guidance is finalised.

Yours sincerely

**Councillor Martin Hill OBE  
Leader, Lincolnshire County  
Council**

**Councillor Rob Waltham MBE  
Leader, North Lincolnshire  
Council**

**Councillor Philip Jackson  
Leader, North East  
Lincolnshire Council**

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**SOUTH  
KESTEVEN  
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COUNCIL**

## Council

Thursday, 27 February 2025

Report of Councillor Ashley Baxter,  
Leader of the Council, Cabinet Member  
for Finance, HR and Economic  
Development

## Local Government Reorganisation Proposals

### Report Author

Charles James, Policy Officer

✉ charles.james@southkesteven.gov.uk

### Purpose of Report

To inform the Council on the Government policy of Local Government Reorganisation.

### Recommendations

- 1. Council is asked to note the current position on Local Government Reorganisation.**
- 2. Council agrees to receive an interim proposal regarding Local Government Reorganisation for South Kesteven District Council at an Extraordinary Council Meeting on 18<sup>th</sup> March 2025.**

### Decision Information

Does the report contain any exempt or confidential information not for publication?

No

What are the relevant corporate priorities?

Effective council

Which wards are impacted?

All Wards

## 1. Implications

Taking into consideration implications relating to finance and procurement, legal and governance, risk and mitigation, health and safety, diversity and inclusion, safeguarding, 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 There will be significant financial implications arising from the local government reorganisation agenda and the Government has stated that no funding will be made available to undertake any proposals that are taken forward. All transitional costs will need to be met by the authorities that are included in the approved reorganisation. At this early stage it is not possible to determine how much cost will be incurred by the Council. Financial due diligence will be a key element of a proposed reorganisation with other authorities including their balance sheet strength, level of reserves, indebtedness and tax base.

*Completed by: Richard Wyles, Deputy Chief Executive and s151 Officer*

### ***Legal and Governance***

- 1.2 Governance comments are reflected throughout the body of the report. As highlighted in section 3.5 of the report, the Government have stated that local government reorganisation will progress with or without a proposal from local authorities. This is also referred to in the letter in Appendix B:
- "I understand there will be some cases when it is not possible for all councils in an area to jointly develop and submit a proposal, despite their best efforts. This will not be a barrier to progress, and the Government will consider any suitable proposals submitted by the relevant local authorities"*

*Completed by: James Welbourn, Democratic Services Manager and Deputy Monitoring Officer*

## 2. Background to the Report

- 2.1. The English Devolution White Paper published on 16th December 2024 and the accompanying Ministerial correspondence (Appendix A) set out plans for a significant reform of English subnational governance.<sup>1</sup> This report summarises the key contents of the White Paper and the subsequent Ministerial correspondence for Council.

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<sup>1</sup> Ministry of Housing, Communities & Local Government (MHCLG), policy paper, 16 December 2024, English Devolution White Paper: Power and partnership: Foundations for growth, [English Devolution White Paper: Power and partnership: Foundations for growth](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/128444/English_Devolution_White_Paper_Power_and_partnership_Foundations_for_growth.pdf), [English Devolution White Paper: Power and partnership: Foundations for growth](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/128444/English_Devolution_White_Paper_Power_and_partnership_Foundations_for_growth.pdf) - GOV.UK

- 2.2. The White Paper argues that the current system is overly complex and fragmented. It is argued that local government reorganisation (LGR) into simplified and more efficient larger governance structures will reduce fragmentation and duplication, and enable economies of scale to be realised, so placing the sector on a financially firmer footing and improving service delivery and outcomes.
- 2.3. This entails the total overhaul of the current two-tier local government system (where it exists) and the consolidation of district councils and smaller or failing unitaries into new unitary structures serving a target minimum population of 500,000. The Government considers 500,000 to be the right size to achieve efficiencies, improve capacity and increase resilience to financial shocks.
- 2.4. The new system is envisaged to consist of two key components:
- Strategic Authorities
  - Principal Authorities
- 2.5. Strategic authorities are authorities that are the product of a devolution agreement. Led by mayors, their purpose is to provide region level strategic leadership and coordination. As the local system leader, they will be the primary interface between the locality and central government.
- 2.6. In Lincolnshire, the strategic authority will be the Greater Lincolnshire Combined County Authority (GLCCA).
- 2.7. Sitting below the strategic authority will be multiple principal authorities. These are unitary authorities, whose purpose will be to provide core services. The Government has stated that although the target minimum population of these authorities is 500,000, there will be exceptions in cases where that is not possible due to local conditions. The Government have not confirmed the lower minimum population allowed in those scenarios.
- 2.8. At a meeting of the Housing, Communities and Local Government Committee on 7 January 2025, the Secretary of State for Housing, Communities & Local Government, Angela Rayner stated that a population of 350,000 would be too small.<sup>2</sup>
- 2.9. Below the principal authorities is the current parish system. The White Paper once refers to rewiring ‘the relationship between town and parish councils and principal Local Authorities’. However, what this would look like is not detailed. The Government have not elaborated further on the role of the parishes or the relationship between the ultra-local level and the principal authorities, other than stating that the unitaries are expected to ‘empower neighbourhoods’.<sup>3</sup>

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<sup>2</sup> House of Commons, Housing, Communities and Local Government Committee, [Oral evidence: The Work of the Ministry of Housing, Communities and Local Government](#), HC 409, 7 January 2025

<sup>3</sup> The Government recognises that a unitary would not be best placed to deal with ultra local issues or embedded deprivation. Hence the continuation of the Long Term Plan for Towns programme and the promise for further bespoke local intervention vehicles.

- 2.10. The basic hierarchy of the current and proposed new system for Greater Lincolnshire is displayed below:

<b>Table 1: Hierarchy of Local Authorities in Greater Lincolnshire</b>	
<b>Current</b>	<b>New</b>
Mayoral - Greater Lincolnshire Combined County Authority (GLCCA)	Strategic Authority - GLCCA
Lincolnshire County Council & the Humberside Unitaries	At least two Principal Authorities (target 500,000 pop. Unitary Councils)
Seven District Councils	
Town & Parish Councils	Town & Parish Councils

*Table 1 - Local Government in Greater Lincolnshire, Source: Ministry of Housing, Communities & Local Government*

- 2.11. The Government is aiming to complete the bulk of LGR by the end of the current Parliament. New unitaries are viewed to be delivered in two tranches April 2027 and April 2028.
- 2.12. The Government's immediate objective is to complete the devolution map for England. Areas without a devolution deal, or where reorganisation is a precondition to unlocking devolution are the initial focus for the Ministry of Housing, Communities & Local Government (MHCLG). Authorities were invited to apply to join the accelerated Devolution Priority Programme, as part of the first wave of reorganisation, including postponing the May 2025 elections as necessary. Lincolnshire County Council with North East Lincolnshire and North Lincolnshire made a request to be a part of the Priority Programme. As Greater Lincolnshire has a devolution deal, this request was not taken forward by MHCLG, and the May 2025 elections will not be postponed in Greater Lincolnshire.
- 2.13. On 5<sup>th</sup> February 2025, the Minister of State for Local Government and English Devolution Jim McMahon made a Statement to Parliament announcing that the Devolution Priority Programme would take forward six areas: Cumbria, Cheshire and Warrington, Greater Essex, Hampshire and Solent, Norfolk and Suffolk, and Sussex and Brighton. On the 17<sup>th</sup> February 2025, consultations were launched for proposed devolution arrangements for the areas on the Priority Programme.
- 2.14. Also on 5<sup>th</sup> February 2025, the Minister issued statutory invitations to all Councils in two-tier areas and small neighbouring unitary authorities to work together to develop unitary proposals (Appendix B).<sup>4</sup>
- 2.15. Councils are expected to proactively collaborate to develop a proposal that delivers for the best interests of their area, rather than submit competing proposals.
- 2.16. Councils are permitted to explore options with neighbouring Councils, not included in the area invitation, where this helps those councils to address concerns about

<sup>4</sup> All correspondence from MHCLG can be viewed on the collection page, [Local government reorganisation: Policy and programme updates - GOV.UK](#) and can be found in the appendices to this report.



their sustainability or limitations arising from their size or boundaries. Existing district areas should be considered the building blocks for proposals, but where there is a strong public services and financial sustainability related justification more complex boundary changes will be considered.

- 2.17. Proposals do not have to be bound by existing public service boundaries. For example, health, police force area or fire and rescue authorities. The White Paper expresses the long-term ambition to align public service boundaries, including those of police, probation, fire and health services with those of Strategic Authorities. In many areas, LGR is the precondition to establishing Strategic Authorities, the footprint of which will then determine other public service boundaries in the long term. MHCLG is clear that as with local government boundary changes, a strong justification would be required due to the likely additional costs and complexities of implementation.
- 2.18. MHCLG require interim proposals to be submitted on or before 21<sup>st</sup> March 2025, with a full final proposal submitted by 28<sup>th</sup> November 2025. MHCLG is clear that in a scenario where the authorities are unable to effectively collaborate and submit proposals within the set timeframes, then LGR will still proceed.
- 2.19. Detailed guidance has been issued for the content of the initial LGR proposals. Proposal geography must meet the below core criteria:
- Proposals should be for sensible economic areas, with an appropriate tax base which does not create an undue advantage or disadvantage for one part of the area. Sensible economic areas meaning functional economic areas mapped by the Travel to Work Areas (TTWAs) and High Skill TTWA (HS-TTWA).
  - As a guiding principle and starting point, new councils should aim for a population of 500,000 or more. The Government will consider proposals for smaller populations where there is a very clear rationale e.g. local geography and identity. The Government have not indicated what would be an acceptable lower population in this scenario.<sup>5</sup>
  - Prioritise the delivery of high quality and sustainable public services, and enable stronger community engagement and neighbourhood empowerment.
  - Meets local needs and is informed by local views. This is to be achieved through meaningful and constructive engagement that considers issues of local identity and cultural and historic importance, including the continued maintenance of ceremonial rights and privileges.
  - Complements the devolution arrangements. Proposals should ensure there are sensible population size ratios between principal authorities and the strategic authority.<sup>6</sup>

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<sup>5</sup> The current available information suggests proposals with a substantially lower population would be unlikely to be successful. Based off ministerial comments, a proposed population would need to be 400,000 plus, likely in the 450,000 space to be seriously considered.

<sup>6</sup> If the population ratios are not sensible and the unitary authority covers a strategic economic area, then that authority will naturally infringe on the functions of the strategic authority, risking dysfunction or rendering the strategic authority

- 2.20. MHCLG has stated that they expect the interim March 2025 proposals to provide a summary of developing plans for LGR, transformation opportunities, challenges and indicative costs including:
- Size and boundaries of new councils
  - Indicative costs and efficiency
  - Options for future service transformation opportunities
  - Councillor numbers
  - Alignment to devolution
  - Plans for local engagement
  - Indicative costs of preparing proposals and standing up an implementation team.
- 2.21. MHCLG recognise that the level of detail possible at this stage will vary by authority and area. Feedback and potential capacity support will be provided after submission. The March 2025 proposals are not final. Councils will not be bound by the contents. The exercise is designed to enable MHCLG to take the temperature of the developing workstream and provide future capacity support as necessary, and to ensure sector momentum is maintained ahead of the submission of final proposals in November 2025.
- 2.22. An extraordinary meeting of Full Council has been scheduled for 18 March 2025. An all Member Briefing on LGR will be delivered ahead of that meeting planned for 10 March 2025.
- 2.23. Basic information on the size of the populations, council taxbases, and administrative, economic and political geography of the component authorities of Greater Lincolnshire and South Kesteven's southern and western neighbours is set out in Tables 2-5.

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superfluous. Hence the requirement for appropriate population ratios. This is a significant obstacle to the county of Lincolnshire simply becoming a unitary.

<b>Table 2: Population and Council Taxbases</b>		
<b>Authority</b>	<b>Mid-Year 2023 Population</b>	<b>Tax base after allowance for council tax support (October 2024)</b>
Boston	71,367	40,292
East Lindsey	145,371	30,911
Lincoln	103,314	48,601
Melton	53,237	20,299
Newark & Sherwood	126,168	42,751
North East Lincolnshire	158,335	26,140
North Kesteven	121,203	47,584
North Lincolnshire	170,087	20,703
Peterborough	219,509	62,606
Rutland	40,643	16,129
South Holland	97,915	50,140
South Kesteven	145,758	52,687
West Lindsey	97,880	33,222

Table 2 - Population and Council Taxbases, Source: Office for National Statistics and Ministry of Housing, Communities & Local Government

<b>Table 3: Administrative Geography</b>				
<b>Authority</b>	<b>Strategic Authority</b>	<b>Integrated Care Board (ICB)</b>	<b>Police Force Area</b>	<b>Fire &amp; Rescue Authority</b>
Boston	Greater Lincolnshire CCA	Lincolnshire ICB	Lincolnshire	Lincolnshire
East Lindsey	Greater Lincolnshire CCA	Lincolnshire ICB	Lincolnshire	Lincolnshire
Lincoln	Greater Lincolnshire CCA	Lincolnshire ICB	Lincolnshire	Lincolnshire
Melton	N/A	Leicester, Leicestershire & Rutland ICB	Leicestershire	Leicestershire
Newark & Sherwood	East Midlands CCA	Nottingham & Nottinghamshire ICB	Nottinghamshire	Nottinghamshire & City of Nottingham
North East Lincolnshire	Greater Lincolnshire CCA	Humber & North Yorkshire ICB	Humberside	Humberside
North Kesteven	Greater Lincolnshire CCA	Lincolnshire ICB	Lincolnshire	Lincolnshire
North Lincolnshire	Greater Lincolnshire CCA	Humber & North Yorkshire ICB	Humberside	Humberside
Peterborough	Cambridgeshire & Peterborough CA	Cambridgeshire & Peterborough ICB	Cambridgeshire	Cambridgeshire
Rutland	N/A	Leicester, Leicestershire & Rutland ICB	Leicestershire	Leicestershire
<b>Authority</b>	<b>Strategic Authority</b>	<b>Integrated Care Board (ICB)</b>	<b>Police Force Area</b>	<b>Fire &amp; Rescue Authority</b>

South Holland	Greater Lincolnshire CCA	Lincolnshire ICB	Lincolnshire	Lincolnshire
South Kesteven	Greater Lincolnshire CCA	Lincolnshire ICB	Lincolnshire	Lincolnshire
West Lindsey	Greater Lincolnshire CCA	Lincolnshire ICB	Lincolnshire	Lincolnshire

Table 3 - Administrative Geography, Source: Office for National Statistics

<b>Table 4: Economic Geography</b>		
<b>Authority</b>	<b>Gross Value Added (GVA – size of local economy £ million 2022 current prices)</b>	<b>Travel to Work Area (TTWA)<sup>7</sup></b>
Boston	£1,591	Boston
East Lindsey	£2,695	Lincoln, Grimsby, Boston, Skegness & Louth
Lincoln	£3,026	Lincoln
Melton	£1,514	Grantham, Leicester
Newark & Sherwood	£2,865	Lincoln, Mansfield, Nottingham
North East Lincolnshire	£4,059	Grimsby
North Kesteven	£3,188	Lincoln
North Lincolnshire	£6,794	Grimsby, Scunthorpe
Peterborough	£7,189	Peterborough
Rutland	£1,024	Peterborough
South Holland	£2,468	Spalding
South Kesteven	£3,202	Grantham, Peterborough
West Lindsey	£1,960	Lincoln, Grimsby, Scunthorpe

Table 4 - Economic Geography, Source: Office for National Statistics

<sup>7</sup> A Travel to Work Area (TTWA) is a functional economic area in which most residents both live and work. For example the north of South Kesteven and parts of Melton are in the economic orbit of Grantham. The south of the district is in the economic orbit of Peterborough.

<b>Table 5: Political Geography</b>					
<b>Authority</b>	<b>Total Elected Members</b>	<b>District Councillors</b>	<b>County Councillors</b>	<b>Total Wards</b>	<b>Total Parishes</b>
Boston	36	30	6	15	18
East Lindsey	68	55	13	37	188
Lincoln	41	33	8	11	Unparished
Melton	32	28	4	16	26
Newark & Sherwood	49	39	10	21	84
North East Lincolnshire	42	N/A	N/A	15	21
North Kesteven	54	43	11	24	75
North Lincolnshire	43	N/A	N/A	19	56
Peterborough	60	N/A	N/A	24	26
Rutland	27	N/A	N/A	16	57
South Holland	46	37	9	18	22
South Kesteven	70	56	14	30	84
West Lindsey	45	36	9	20	128

*Table 5 - Political Geography, Source: Office for National Statistics*

### **3. Key Considerations**

- 3.1. The Government has embarked on a policy programme of LGR. The two-tier system will be replaced by large unitary councils (principal authorities) providing core services, sitting below a mayoral authority (strategic authorities), who will provide region level leadership and coordination.
- 3.2. In Greater Lincolnshire, this means the seven districts, the County Council and the Humberside unitaries will need to be reorganised into multiple unitaries. The Government has indicated a preference for unitary authorities to have a population of 500,000.
- 3.3. The Government aims to complete LGR by the end of the Parliament in two tranches: April 2027 and April 2028. The priority focus is areas without a devolution deal. Lincolnshire was not taken forward as part of the first wave Devolution Priority Programme.
- 3.4. On 5th February 2025, all Councils in two-tier areas and small neighbouring unitary authorities received statutory invitations to work together to develop unitary proposals.

3.5. Interim proposals are to be submitted on or before 21st March 2025, with a full final proposal submitted by 28th November 2025. The interim proposal is intended to give Government a view of the Council's intentions and an indication of costs. Councils will not be bound by the interim proposals. The Government has stated LGR will progress if no proposal is submitted.

3.6. An Extraordinary Meeting of Full Council has been scheduled for 18 March 2025.

#### **4. Other Options Considered**

4.1. The only other possible option would be not to give Members the opportunity to discuss this issue at a meeting of Full Council. That option was not considered.

#### **5. Reasons for the Recommendations**

5.1. Local government reorganisation is a topic of significant public interest, certain to have a major impact on the delivery of local government in South Kesteven and as such it is important to allow Members opportunities to discuss and to consider the implications.

#### **6. Consultation**

6.1. The Government is clear that final LGR proposals must be underpinned and informed by robust and thorough engagement and consultation with the public and key stakeholders. The interim proposal to be submitted in March 2025 will include the Council's high level consultation plans.

#### **7. Appendices**

- Appendix A - Letter from the Minister of State for Local Government & English Devolution to Leaders on the English Devolution White Paper & Local Government Reorganisation, 16 December 2024
- Appendix B - Letter from the Minister of State for Local Government & English Devolution to Greater Lincolnshire Leaders inviting proposals for local government reorganisation, 5 February 2025

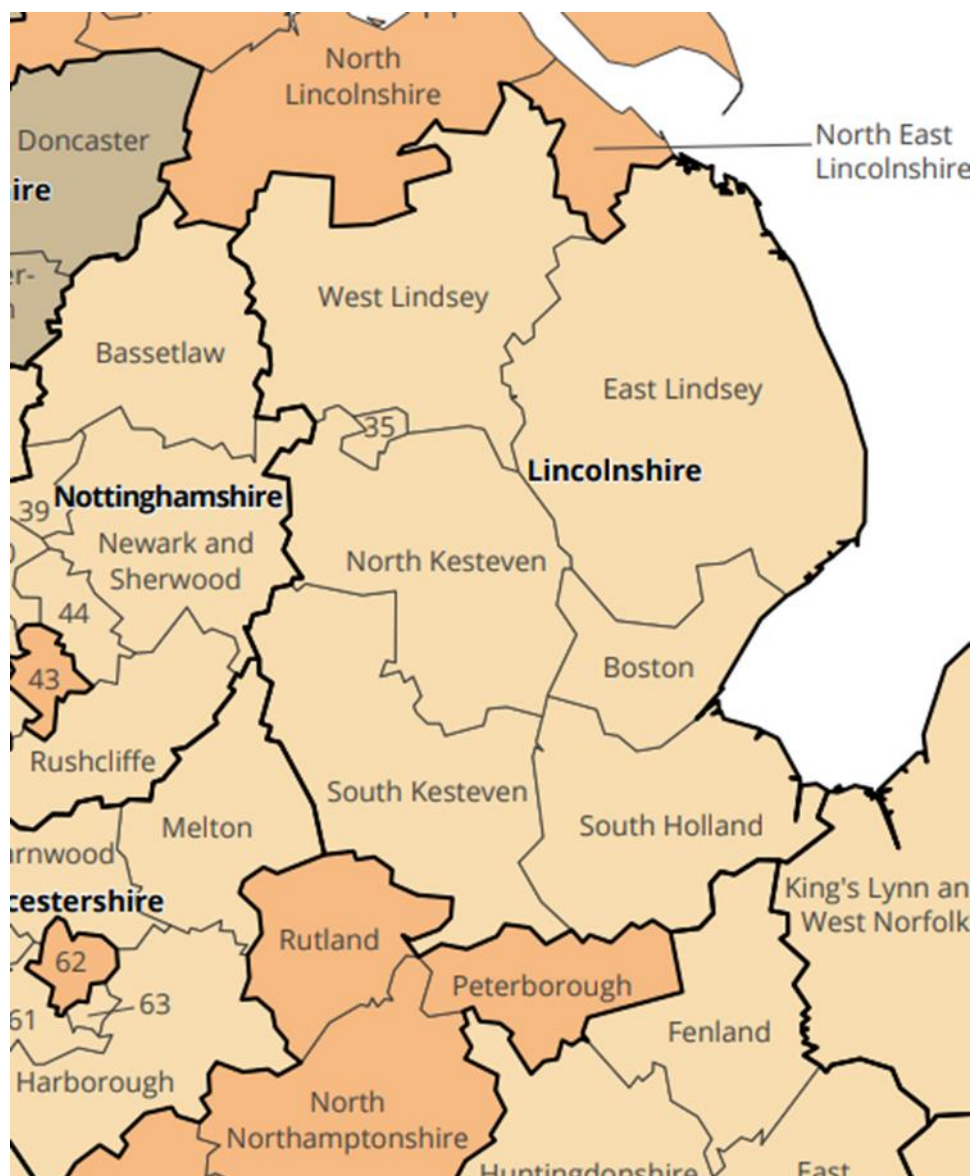


Figure 1 - Greater Lincolnshire & Neighbours, Source: Office for National Statistics

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## Ministry of Housing, Communities & Local Government

**Jim McMahon OBE MP**

*Minister of State for Local Government and  
English Devolution*

2 Marsham Street  
London  
SW1P 4DF

To: Leaders of all two-tier councils and  
neighbouring unitary authorities

16 December 2024

Dear Leaders

The English Devolution White Paper published today sets out how the Government plans to deliver on our manifesto pledge to transfer power out of Westminster through devolution and to fix the foundations of local government. You will receive under separate cover a letter outlining the ambition and key elements of the White Paper, but I also wanted to write to areas which might be in scope for a joint programme of devolution and local government reorganisation, to set out a clear process and key milestones.

The Government's long-term vision is for simpler structures which make it much clearer for residents who they should look to on local issues, with fewer politicians able to focus on delivering. Local government reorganisation, alongside devolution over a large strategic geography, can drive economic growth whilst delivering optimal public services. To help deliver these aims, we will facilitate local government reorganisation in England for two-tier areas and for unitary councils where there is evidence of failure, or where their size or boundaries may be hindering an ability to deliver sustainable, high-quality public services.

Given how much interest there has been, and will continue to be in this programme, I am writing now to all councils in two-tier areas, and to neighbouring smaller unitary authorities, to give you further detail and to set out our plans to work with you over the coming months.

### **Local government reorganisation**

My intention is to formally invite unitary proposals in January 2025 from all councils in two-tier areas, and small neighbouring unitary councils. In this invitation, I will set out further detail on the criteria I will consider when taking decisions on the proposals that are submitted to Government. I intend to ask for interim plans by March 2025.

As set out in the White Paper, new unitary councils must be the right size to achieve efficiencies, improve capacity and withstand financial shocks. For most areas, this will mean creating councils with a population of 500,000 or more. However, there may be exceptions to ensure new structures make sense for an area, including on devolution. Final decisions will be made on a case-by-case basis. We will ask you to work with other councils in your area to develop unitary proposals that are in the best interests of the whole area, rather than developing competing proposals.

## **Devolution**

We are clear that reorganisation should not delay devolution. Plans should be complementary, with devolution remaining the overarching priority. In January, we will therefore also set out which areas will be included in our Devolution Priority Programme, aimed at places ready to come together under the sensible geography criteria set out in the White Paper and wishing to progress to an accelerated timescale. This will be with a view to inaugural mayoral elections in May 2026. This is an exciting programme and there has already been significant interest even before the White Paper was published.

I am aware that different places will be in different stages of their devolution journey. While some will already have an existing strategic authority, others may be in the process of establishing one, and others still may need reorganisation to take place before they can fully benefit from devolution.

I also understand that delivering these ambitious plans for devolution and for local government reorganisation will be a significant change. It will be essential for councils to work with local partners, including MPs, to develop plans for sustainable unitary structures capable of delivering the high-quality public services that residents need and deserve.

## **Transition and implementation**

We are under no illusion about the scale of issues facing local government. It is in all our interests to make sure we are avoiding unnecessary spend at a time when budgets are already tight, so we will be working with sector partners to avoid use of expensive consultants wherever possible.

My department will be working closely with the Local Government Association, District Councils Network, County Councils Network and others, to develop a shared understanding of how reorganisation can deliver the best outcomes for local residents and businesses. We have a collective responsibility to ensure councils are better supported throughout reorganisation. This will include preparing robust proposals with evidence, standing up new unitary councils ready for vesting day and work to deliver the significant opportunities that are possible by creating suitably sized unitary structures. We will take a phased approach and expect to deliver new unitary authorities in April 2027 and 2028.

## **Timelines and next steps**

I have heard from some areas that the timing of elections affects their planning for devolution, particularly alongside reorganisation. To help manage these demands, alongside our objectives on devolution, and subject to meeting the timetable outlined in this letter, I am minded-to lay secondary legislation to postpone local council elections from May 2025 to May 2026.

However, I will only do this where this will help the area to deliver both reorganisation and devolution to the most ambitious timeframe – either through the Devolution Priority Programme or where reorganisation is necessary to unlock devolution or open up new devolution options. There will be two scenarios in which I will be willing to postpone elections;

- Areas who are minded-to join the Devolution Priority Programme, where they will be invited to submit reorganisation proposals to Government by Autumn 2025.
- Areas who need reorganisation to unlock devolution, where they will be invited to submit reorganisation proposals to Government by May 2025.

For any area in which elections are postponed, we will work with areas to move to elections to new 'shadow' unitary councils as soon as possible as is the usual arrangement in the process of local government reorganisation.

For all other areas elections will take place as scheduled in May 2025, and I will invite in January proposals for reorganisation to be submitted to Government by Autumn 2025.

To lay the relevant legislation to postpone elections, I will need a clear commitment to devolution and reorganisation aims from upper-tier councils in an area, including a request from the council/s whose election is to be postponed, on or before Friday 10 January. This request must set out how postponing the election would enable the council to make progress with reorganisation and devolution in parallel on the Devolution Priority Programme, or would speed up reorganisation and enable the area to benefit from devolution as quickly as possible once new unitary structures are in place.

I am working together with my colleague and fellow Minister, Baroness Taylor, who will host a webinar with leaders and chief executives of councils to discuss the next steps I have outlined in this letter. I hope you will be able to attend that discussion.

I welcome your views on any matters raised in this letter. As set out above, I will require a clear commitment to delivering both reorganisation and devolution to the most ambitious timeframe, with any request to delay council elections by Friday 10 January. Please respond or direct any queries to [EnglishDevolutionLGEenquiries@communities.gov.uk](mailto:EnglishDevolutionLGEenquiries@communities.gov.uk).

I look forward to working with you to build empowered, simplified, resilient and sustainable structures for local government. I am copying this letter to council Chief Executives, and where relevant to Best Value Commissioners. I am also copying this letter to local Members of Parliament, and where relevant to Mayors of combined (county) authorities, and Police (Fire) and Crime Commissioners.

Yours ever,

**JIM MCMAHON OBE MP**

Minister of State for Local Government and English Devolution



## Ministry of Housing, Communities & Local Government

**Jim McMahon OBE MP**

*Minister of State for Local Government and  
English Devolution*  
2 Marsham Street  
London  
SW1P 4DF

Your reference:

Our reference:

To: Leaders of two-tier councils and  
unitary councils in Lincolnshire

Boston Borough Council  
City of Lincoln Council  
East Lindsey District Council  
Lincolnshire County Council  
North Kesteven District Council  
South Holland District Council  
South Kesteven District Council  
West Lindsey District Council  
North East Lincolnshire Council  
North Lincolnshire Council

5 February 2025

Dear Leaders

This Government has been clear on our vision for simpler, more sustainable, local government structures, alongside a transfer of power out of Westminster through devolution. We know that councils of all political stripes are in crisis after a decade of decline and instability. Indeed, a record number of councils asked the government for support this year to help them set their budgets.

This new government will not waste this opportunity to build empowered, simplified, resilient and sustainable local government for your area that will increase value for money for council taxpayers. Local leaders are central to our mission to deliver change for hard-working people in every corner of the country through our Plan for Change, and our councils are doing everything they can to stay afloat and provide for their communities day in, day out. The Government will work closely with you to deliver these aims to the most ambitious timeline.

I am writing to you now to formally invite you to work with other council leaders in your area to develop a proposal for local government reorganisation, and to set out further detail on the criteria, guidance for the development of proposals, and the timeline for this process. A formal invitation with guidance for the development of your proposals is attached at Annex A. This invitation sets out the criteria against which proposals will be assessed.

### **Developing proposals for reorganisation**

We expect there to be different views on the best structures for an area, and indeed there may be merits to a variety of approaches. Nevertheless, it is not in council taxpayers' interest to devote public funds and your valuable time and effort into the development of multiple proposals which unnecessarily fragment services, compete against one another, require lengthy implementation periods or which do not sufficiently address local interests and identities.

The public will rightly expect us to deliver on our shared responsibility to design and implement the best local government structures for efficient and high-quality public service delivery. We therefore expect local leaders to work collaboratively and proactively, including by sharing information, to develop robust and sustainable unitary proposals that are in the best interests of the whole area to which this invitation is issued, rather than developing competing proposals.

This will mean making every effort to work together to develop and jointly submit one proposal for unitary local government across the whole of your area. The proposal that is developed for the whole of your area may be for one or more new unitary councils and should be complementary to devolution plans. It is open to you to explore options with neighbouring councils in addition to those included in this invitation, particularly where this helps those councils to address concerns about their sustainability or limitations arising from their size or boundaries or where you are working together across a wider geography within a strategic authority.

I understand there will be some cases when it is not possible for all councils in an area to jointly develop and submit a proposal, despite their best efforts. This will not be a barrier to progress, and the Government will consider any suitable proposals submitted by the relevant local authorities.

### **Supporting places through change**

It is essential that councils continue to deliver their business-as-usual services and duties, which remain unchanged until reorganisation is complete. This includes progress towards the Government's ambition of universal coverage of up-to-date local plans as quickly as possible. To support with capacity, I intend to provide some funds for preparing to take forward any proposal, and I will share further information later in the process.

Considering the efficiencies that are possible through reorganisation, we expect that areas will be able to meet transition costs over time from existing budgets, including from the flexible use of capital receipts that can support authorities in taking forward transformation and invest-to-save projects.

The default position is that assets and liabilities remain locally managed by councils, but we acknowledge that there are exceptional circumstances where there has been failure linked to capital practices. Where that is the case, proposals should reflect the extent to which the implications of this can be managed locally, including as part of efficiencies possible through reorganisation, and Commissioners should be engaged in these discussions. We will continue to discuss the approach that is proposed with the area.

I welcome the partnership approach that is being taken across the sector to respond to the ambitious plans set out in the White Paper. My department will continue to work closely with the Local Government Association (LGA), the District Councils Network, the County Councils Network and other local government partners to plan how best to support councils through this process. We envisage that practical support will be needed to understand and address the key thematic issues that will arise through reorganisation, including managing service impacts and opportunities for the workforce, digital and IT systems, and leadership support.

### **Timelines and next steps for interim plans and full proposals**

We ask for an interim plan to be submitted on or before 21 March 2025, in line with the guidance set out in the attached Annex. My officials will provide feedback on your plan to help support you to develop final proposals.

I will expect any full proposal to be submitted **by 28 November**. If I decide to implement any proposal, and the necessary legislation is agreed by Parliament, we will work with you to move to elections to new 'shadow' unitary councils as soon as possible as is the usual arrangement in the process of local government reorganisation.

Following submission, I will consider any and all proposals carefully before taking decisions on how to proceed. My officials are available throughout to discuss how your reorganisation and devolution aspirations might work together and what support you think you might need to proceed.

This is a once in a generation opportunity to work together to put local government in your area on a more sustainable footing, creating simpler structures for your area that will deliver the services that local people and businesses need and deserve. As set out in the White Paper, my commitment is that clear leadership locally will be met with an active partner nationally.

I am copying this letter to council Chief Executives. I am also copying this letter to local Members of Parliament and to the Police and Crime Commissioners for Lincolnshire and Humberside.

Yours sincerely,



**JIM MCMAHON OBE MP**

Minister of State for Local Government and English Devolution

## LOCAL GOVERNMENT AND PUBLIC INVOLVEMENT IN HEALTH ACT 2007

### INVITATION FOR PROPOSALS FOR A SINGLE TIER OF LOCAL GOVERNMENT

The Secretary of State for Housing, Communities and Local Government, in exercise of his powers under Part 1 of the Local Government and Public Involvement in Health Act 2007 ('the 2007 Act'), hereby invites any principal authority in the area of the county of Lincolnshire, to submit a proposal for a single tier of local government.

This may be one of the following types of proposal as set out in the 2007 Act:

- Type A – a single tier of local authority covering the whole of the county concerned
- Type B – a single tier of local authority covering an area that is currently a district, or two or more districts
- Type C – a single tier of local authority covering the whole of the county concerned, or one or more districts in the county; and one or more relevant adjoining areas
- Combined proposal – a proposal that consists of two or more Type B proposals, two or more Type C proposals, or one or more Type B proposals and one or more Type C proposals.

Proposals must be submitted in accordance with paragraphs 1 to 3:

1. Any proposal must be made by **28 November 2025**.
2. In responding to this invitation an authority must have regard to the guidance from the Secretary of State set out in the Schedule to this invitation, and to any further guidance on responding to this invitation received from the Secretary of State.
3. An authority responding to this invitation may either make its own proposal or make a proposal jointly with any of the other authorities invited to respond.

Signed on behalf of the Secretary of State for Housing, Communities and Local Government.



**F KIRWAN**

A senior civil servant in the Ministry of Housing, Communities and Local Government

5 February 2025



## **SCHEDULE**

### **Guidance from the Secretary of State for proposals for unitary local government.**

#### **Criteria for unitary local government**

**1. A proposal should seek to achieve for the whole of the area concerned the establishment of a single tier of local government.**

- a) Proposals should be for sensible economic areas, with an appropriate tax base which does not create an undue advantage or disadvantage for one part of the area.
- b) Proposals should be for a sensible geography which will help to increase housing supply and meet local needs.
- c) Proposals should be supported by robust evidence and analysis and include an explanation of the outcomes it is expected to achieve, including evidence of estimated costs/benefits and local engagement.
- d) Proposals should describe clearly the single tier local government structures it is putting forward for the whole of the area, and explain how, if implemented, these are expected to achieve the outcomes described.

**2. Unitary local government must be the right size to achieve efficiencies, improve capacity and withstand financial shocks.**

- a) As a guiding principle, new councils should aim for a population of 500,000 or more.
- b) There may be certain scenarios in which this 500,000 figure does not make sense for an area, including on devolution, and this rationale should be set out in a proposal.
- c) Efficiencies should be identified to help improve councils' finances and make sure that council taxpayers are getting the best possible value for their money.
- d) Proposals should set out how an area will seek to manage transition costs, including planning for future service transformation opportunities from existing budgets, including from the flexible use of capital receipts that can support authorities in taking forward transformation and invest-to-save projects.
- e) For areas covering councils that are in Best Value intervention and/or in receipt of Exceptional Financial Support, proposals must additionally demonstrate how reorganisation may contribute to putting local government in the area as a whole on a firmer footing and what area-specific arrangements may be necessary to make new structures viable.
- f) In general, as with previous restructures, there is no proposal for council debt to be addressed centrally or written off as part of reorganisation. For areas where there are exceptional circumstances where there has been failure linked to capital practices, proposals should reflect the extent to which the implications of this can be managed locally, including as part of efficiencies possible through reorganisation.

**3. Unitary structures must prioritise the delivery of high quality and sustainable public services to citizens.**

- a) Proposals should show how new structures will improve local government and service delivery, and should avoid unnecessary fragmentation of services.
- b) Opportunities to deliver public service reform should be identified, including where they will lead to better value for money.
- c) Consideration should be given to the impacts for crucial services such as social care, children's services, SEND and homelessness, and for wider public services including for public safety.

**4. Proposals should show how councils in the area have sought to work together in coming to a view that meets local needs and is informed by local views.**

- a) It is for councils to decide how best to engage locally in a meaningful and constructive way and this engagement activity should be evidenced in your proposal.
- b) Proposals should consider issues of local identity and cultural and historic importance.
- c) Proposals should include evidence of local engagement, an explanation of the views that have been put forward and how concerns will be addressed.

**5. New unitary structures must support devolution arrangements.**

- a) Proposals will need to consider and set out for areas where there is already a Combined Authority (CA) or a Combined County Authority (CCA) established or a decision has been taken by Government to work with the area to establish one, how that institution and its governance arrangements will need to change to continue to function effectively; and set out clearly (where applicable) whether this proposal is supported by the CA/CCA /Mayor.
- b) Where no CA or CCA is already established or agreed then the proposal should set out how it will help unlock devolution.
- c) Proposals should ensure there are sensible population size ratios between local authorities and any strategic authority, with timelines that work for both priorities.

**6. New unitary structures should enable stronger community engagement and deliver genuine opportunity for neighbourhood empowerment.**

- a) Proposals will need to explain plans to make sure that communities are engaged.
- b) Where there are already arrangements in place it should be explained how these will enable strong community engagement.

**Developing proposals for unitary local government**

The following matters should be taken into account in formulating a proposal:

### **Boundary Changes**

- a) Existing district areas should be considered the building blocks for your proposals, but where there is a strong justification more complex boundary changes will be considered.
- b) There will need to be a strong public services and financial sustainability related justification for any proposals that involve boundary changes, or that affect wider public services, such as fire and rescue authorities, due to the likely additional costs and complexities of implementation.

### **Engagement and consultation on reorganisation**

- a) We expect local leaders to work collaboratively and proactively, including by sharing information, to develop robust and sustainable unitary proposals that are in the best interests of the whole area to which this invitation is issued, rather than developing competing proposals.
- b) For those areas where Commissioners have been appointed by the Secretary of State as part of the Best Value Intervention, their input will be important in the development of robust unitary proposals.
- c) We also expect local leaders to engage their Members of Parliament, and to ensure there is wide engagement with local partners and stakeholders, residents, workforce and their representatives, and businesses on a proposal.
- d) The engagement that is undertaken should both inform the development of robust proposals and should also build a shared understanding of the improvements you expect to deliver through reorganisation.
- e) The views of other public sector providers will be crucial to understanding the best way to structure local government in your area. This will include the relevant Mayor (if you already have one), Integrated Care Board, Police (Fire) and Crime Commissioner, Fire and Rescue Authority, local Higher Education and Further Education providers, National Park Authorities, and the voluntary and third sector.
- f) Once a proposal has been submitted it will be for the Government to decide on taking a proposal forward and to consult as required by statute. This will be a completely separate process to any consultation undertaken on mayoral devolution in an area, which will be undertaken in some areas early this year, in parallel with this invitation.

## Interim plans

An interim plan should be provided to Government on or before **21 March 2025**. This should set out your progress on developing proposals in line with the criteria and guidance. The level of detail that is possible at this stage may vary from place to place but the expectation is that one interim plan is jointly submitted by all councils in the area. It may be the case that the interim plan describes more than one potential proposal for your area, if there is more than one option under consideration. The interim plan should:

- a) identify any barriers or challenges where further clarity or support would be helpful.
- b) identify the likely options for the size and boundaries of new councils that will offer the best structures for delivery of high-quality and sustainable public services across the area, along with indicative efficiency saving opportunities.
- c) include indicative costs and arrangements in relation to any options including planning for future service transformation opportunities.
- d) include early views as to the councillor numbers that will ensure both effective democratic representation for all parts of the area, and also effective governance and decision-making arrangements which will balance the unique needs of your cities, towns, rural and coastal areas, in line with the Local Government Boundary Commission for England guidance.
- e) include early views on how new structures will support devolution ambitions.
- f) include a summary of local engagement that has been undertaken and any views expressed, along with your further plans for wide local engagement to help shape your developing proposals.
- g) set out indicative costs of preparing proposals and standing up an implementation team as well as any arrangements proposed to coordinate potential capacity funding across the area.
- h) set out any voluntary arrangements that have been agreed to keep all councils involved in discussions as this work moves forward and to help balance the decisions needed now to maintain service delivery and ensure value for money for council taxpayers, with those key decisions that will affect the future success of any new councils in the area.