



# **BUDGET PANEL**

**Wednesday 16th January 2013**

# **CABINET**

**Monday 21st January 2013**

# **COUNCIL**

**Wednesday 30th January 2013**

**CONTACT**

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**PART A - OPEN TO THE PUBLIC**

**DRAFT REVENUE AND CAPITAL ESTIMATES 2013/2016** (Pages 1 - 94)

Report of the Head of Strategic Finance

***Members are reminded to bring this document to each of the meetings listed on the front page.***

# Agenda Item 4

## Part A

**Report to:** Cabinet  
**Date of meeting:** 21 January 2013  
**Report of:** Head of Strategic Finance  
**Title:** Draft Revenue and Capital Estimates 2013 / 2016

### 1.0 SUMMARY

1.1 This report sets out:

- the draft revenue estimates for the period 2013/2016
- the draft capital programme 2012/2016

as the basis for Cabinet's recommendations to Council

1.2 The Cabinet will need to consider recommended levels of expenditure and funding for 2013/2014 and recommend the levels of council tax to apply for 2013/2014

1.3 The Cabinet is recommended to agree the Council Tax Base to apply for 2013/2014

1.4 The Cabinet will also need to consider the Medium Term Financial Strategy and be satisfied that the actions it has put in place will meet the forecast reductions in government grant in the period 2013/2017.

1.5 The report includes advice from the Head of Strategic Finance on the adequacy of general reserves and balances in the context of the four year planning horizon 2013/2017

### 2.0 RECOMMENDATIONS

#### That Cabinet

2.1 Resolves that, in accordance with the Local Authorities (Calculation of Tax Base) Regulations 1992, the amount calculated by Watford Borough Council as its Council Tax Base for the year 2013/2014 is 29,418 as outlined in paragraph 10.3.2 (and summarised at Appendix 7).

2.2 Note there will be no surplus or deficit on the Collection Fund as outlined in paragraph 10.4.3.

2.3 Approves the savings of £764,180 as detailed at Appendix 2.

- 2.4 Approves the growth of £848,170 and as detailed at Appendix 3
- 2.5 Notes the increase in income from fees and charges of £8,210 and as detailed at Appendix 4A and in doing so, to approve the proposed increases in fees and charges as detailed at Appendix 11.
- 2.6 Approves the summary of detailed estimates at Appendix 5
- 2.7 Approves all the assumptions made within the MTFS at Appendix 6 and includes an assumption of a council tax freeze for 2013/2014.

**That Council be recommended to approve**

- 2.8 The General Fund Budget Requirement for 2013/2014 of £15,021,480 as outlined at paragraph 8.2
- 2.9 The Capital Programme as set out at Appendix 10

**And in doing so**

- 2.10 To have regard to the Head of Strategic Finance's assessment of financial risks and the level of reserves, balances (Sections 10/ 11 and Appendices 8 & 9 refer).

To also delegate to the Head of Strategic Finance and Portfolio Holder the ability to amend these figures in accordance with decisions taken at the Cabinet meeting and any minor variations that may occur before the Council meeting on 30<sup>th</sup> January 2013.

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### **3.0 INTRODUCTION**

3.1 The preparation and finalisation of the Budget for 2013/2014 has been completed against a background of unprecedented uncertainties relating to Central Government funding to local authorities. This has been exacerbated by extreme financial pressures both on the business community and household income. Cabinet considered many of these issues on 8<sup>th</sup> October 2012 as part of a report upon the Medium Term Financial Strategy.

3.2 The purpose of this report to Cabinet is to provide all relevant information to enable final decisions to be taken and recommendations to be made to Council and Functions Committee regarding expenditure and council tax levels for 2013/2014 and in particular:

- recommended expenditure levels for the period 2013/2016
- consideration regarding the use of reserves and balances
- future levels of council tax
- future strategies to meet the exceptionally stringent public expenditure reductions

### **4.0 AUTUMN STATEMENT 2012**

4.1 The Chancellor of the Exchequer announced on 5<sup>th</sup> December an Autumn Statement covering the current and projected state of the UK economy. A synopsis of the main features was circulated to all members of the Council on 7<sup>th</sup> December and has been reproduced at **Appendix 1**.

4.2 The main features for local government are as follows:

- no additional local authority cuts in 2013/2014 (over and above what has already been factored in)
- an additional 2% cut in central government funding in 2014/2015 (this will be on top of the 7.2% indicative percentage reduction announced in the Public Expenditure White Paper published in October 2010). These reductions are in cash terms so that the real reduction after inflation will be larger. It is also possible that District Councils will be penalised more heavily as they do not manage elderly care budgets which have significant cost/ volume pressures.
- this profiled reduction in government support to local authorities will probably continue until 2018.
- that public expenditure pay awards should be capped at 1% (although this cannot be imposed on local authorities, the Employers Body tends to use this guidance in negotiations with the employees representatives).
- that the previously announced council tax freeze grant available in 2013/2014 (worth £84k to Watford) will also apply in 2014/2015.
- Authorities cannot increase council tax by more than 2% in 2013/2014 unless they hold a referendum.

- Local Enterprise partnerships to be given greater influence over the disbursement of regional funds.
- the proposed fuel duty increase planned for 1<sup>st</sup> January (3.02pence per litre) has been cancelled and there will be no further increases until September 2013.
- state pensions to increase by 2.5% in April 2013.
- working age benefits and tax credits to be capped at a 1% increase in the three years 2013/2015.
- the private finance initiative is to be revived (PF2).
- the Government is consulting on reducing unnecessary burdens from TUPE undertakings regulations.
- there will be various business rate exemptions and transitional relief.
- The Government will support local authorities that wish to create a combined authority or implement other forms of collaboration.

## 5.0 CENTRAL GOVERNMENT PROVISIONAL GRANT SETTLEMENT and BUSINESS RATES RETENTION

5.1 Following the release of the Autumn Statement, the Secretary of State for Communities and Local Government announced on 19<sup>th</sup> December 2012 the provisional Settlement for 2013/2014 and included the following funding for Watford:

	£k
• Formula Grant/ Business Rates	4,766
• New Homes Bonus	2,048
• Homelessness Prevention Grant	280
• Council Tax Freeze Grant	205
• Local Council Tax Benefit Subsidy	958

5.2 The first notification totals £4,766k and has reduced by £653k (12%) when compared to 2012/2013. This is a little misleading as the 2012/2013 figure included one year only freeze grant of £206k so the effective reduction is £447k (8.2%). This can be moderated slightly should the Council freeze council tax again in 2013/2014 as a one off grant of £84k is available (and is not included within the draft settlement reported above) but is discussed later in this report.

5.3 The notification of New Homes Bonus of £2,048,130 was made on 10<sup>th</sup> December and reflects past achievement within the area in generating additional housing and affordable homes and will continue to accumulate for the following three years. The corresponding figure in 2012/2013 was £1,540k and therefore shows a £508k increase. The fact that RSG/ Business rates has fallen but New Homes Bonus has increased is not a co-incidence. The DCLG has intentionally 'top sliced' / taken money away from the one grant to pump prime the other. Watford is in a fortunate position whereby its net completions of housing continues to rise so that the NHB grant largely compensates for the RSG/ Business rates loss. Many other parts of the country are not in such an enviable position and would suffer a net loss of government support.

5.4 NHB can be used for any purpose including supporting capital investment and Cabinet on 3<sup>rd</sup> December resolved that £3m of NHB should be set aside to support the Council's capital investment at the Health Campus (and this has been reflected within the revised Medium Term Financial Strategy later in this report).

5.5 Homeless Prevention Grant has been notified as being £280k (compared to £281k in 2012/2013) and it has been the case at Watford that expenditure on this initiative attempts to match available funding.

5.6 The announcement relating to the continuation of the original council tax freeze grant first awarded in 2011/2012. At that time, should an authority not increase its council tax then it would receive freeze grant equivalent to a 2.5% increase. This grant to continue for four years and will lapse after 2014/2015. It should not be confused with the freeze grant introduced in 2012/2013 for one year only which again equated to a 2.5% council tax increase. In profile terms the Council has/ will receive the following:

2011/2012	£205k
2012/2013	£410k
2013/2014	£205k
2014/2015	£205k

This can be increased by a further £84k per annum in 2013/2014 & 2014/2015 should it freeze its council tax in 2013/2014 and this is covered later in this report. In total therefore the amount of grant Watford has maximised will probably be £1,193k and which has helped to support council tax payers during a period of austerity.

5.7 The local council tax benefit subsidy of £958k is Watford's re-imburement of the amount paid out to council tax benefit recipients in our area and is explained in more detail at Section 7 of this report.

5.8 For the period 2014/2015 (the last year of the 4 year Government Expenditure Planning cycle) no reliable figures have been produced by government and the MTFs at Section 9 of this report has assumed a 10% cash reduction in 2014/2015 and a 5% year on year reduction thereafter. This may be optimistic and will need to be reviewed in due course.

5.9 A statutory consultation period has been provided within the draft settlement and which ends on 15<sup>th</sup> January 2013 but in reality and on past experience, any change is highly unlikely. It is suggested therefore that Watford does not make any representations to the provisional settlement.

5.10 The effects of the draft settlement have now been reflected within a revised Medium Term Financial Strategy and which is covered at Section 9 of this report.

## 6.0 BASE ESTIMATES 2012 / 2016

6.1 The Council has an established process whereby the vast majority of operational budgets remain unchanged year on year (apart from where unavoidable inflation needs to be built in). Base Estimates do change during the course of any year as a consequence of variations which are reported through the Finance Digest or by way of separate reports which are then considered by Budget Panel / Cabinet. Should approval be obtained then the base estimates will be adjusted accordingly and, in that respect, this report has taken into account all recurring changes to base estimates as at the Period 8 (end of November) Finance Digest.

6.2 The Base Estimates did experience a thorough review during 2010 through a comprehensive Service Prioritisation exercise which examined current service/ staffing/ efficiency levels and identified circa £3m of net expenditure reductions over a three year period. These reductions were then built into base estimates for 2011/2014 and have subsequently been adjusted to reflect a circa £320k shortfall. In accordance with Council's excellent record for financial planning, the SPP has been replaced with a Council 'Roadmap' in which a further savings target of £2m has been set to be achieved in the three year period April 2013 to March 2016. These efficiencies to be achieved through a combination of service redesign, channel shift, market testing and reviewing corporate and shared services costs. This target saving is still a work in progress with the first year (2013/2014) savings having been identified and reported at paragraph 6.3 below.

### **6.3 Savings Reductions to Base Budgets**

6.3.1 The Road Map process requires £2m of further efficiencies to be identified over the next three years and Heads of Service and Portfolio Holders have been actively engaged in producing proposals to achieve these reductions. The savings proposals at **Appendix 2** details those savings which it is anticipated can be delivered in 2013/2014 and totals £764k, with a further £81k in 2014/2015..

6.3.2 This savings schedule has been considered by the Leadership Team and is considered achievable without any detriment to service delivery. There will however be one off costs relating to any reduction in staffing (although current vacancies and relocation to alternative posts will be sought in the first instance), the amount will be determined according to which staff are affected. The Council has a policy whereby any staff reduction must cover one off costs within a two year pay back period. The up front cost has been chargeable against an annual provision within Strategic Finance estimates of £75k or else from the Pensions Reserve which has been earmarked for this purpose.

6.3.3 The level of saving of £845k in a full year is encouraging but still requires a residual saving of circa £1,155k to ideally be identified. It is anticipated that the current review of waste, street cleansing, re-cycling, parks and open spaces will contribute significantly to this shortfall. Further proposals will be reported to Cabinet in due course.

6.3.4 Cabinet are requested to consider all proposed savings at Appendix 2.

### **6.4 Growth Additions to Base Budgets**

6.4.1 During a period of severe expenditure reductions every effort should be made to reduce growth in base budgets to an absolute minimum. **Appendix 3** details those bids for growth which are largely unavoidable and total £848k in 2013/2014 (and reducing thereafter).

6.4.2 Some supplementary notes about these growth bids include:

- Additional posts of Programme/Project Managers (£63k per post) within Planning and Development to oversee major projects such as the Health Campus which has previously been resourced by expensive external consultants. It is anticipated that 50% of these costs can be charged against individual capital projects.



- Reduced income of £38k (Alternative Financial Model) from HCC where there has been reductions in waste deposited at landfill sites. The 'pot' of money available for distribution across Hertfordshire is determined by the County Council.
- An increase in the cost of Discretionary Rate Relief of £70k where the applicants currently meet existing Council policy criteria.
- shared service growth (£221k in total) relates to a combination of pay inflation (1%) combined with anticipated additional expenditure within the revenues and benefits areas where the use of agency companies is necessary to reduce backlogs to acceptable levels. This growth represents Watford's contribution to the Shared Services operational units.
- Investment interest will reduce (£55k) as the Council spends money funding the capital programme.
- The Head of Strategic Finance post was initially anticipated to be deleted from April 2013 and also assumed a 100% saving falling to Watford. It is now likely that it will not be deleted until July 2013 combined with the fact that the replacement Joint Section 151 Chief Finance Officer post (with Three Rivers ) will only generate a 50% half share saving.

6.4.3 Cabinet is recommended to approve the growth detailed at Appendix 3 (in the sum of £848,170) in 2013/2014.

## 6.5 Fees and Charges

6.5.1 Any proposals for increases to fees and charges in 2013/2014 need to consider the following:

- what will be the extent of increases in costs that will impact upon the service under review. For example, the trade refuse service will be affected by higher disposal costs levied by HCC as well as increased fuel costs in operating refuse freighters.
- is there evidence that customer resistance is affecting current volumes of take up and further fee increases will be counterproductive. This is particularly relevant at the present time where household income has reduced in real terms.
- how do our current charges compare with alternative service providers or neighbouring councils.
- when was a particular charge last increased.

6.5.2 Heads of Service have considered all of these factors and their recommendations are reflected within the summarised Schedule of Fees and Charges at **Appendix 4A** and shows an increased level of income of £8k when compared to the base estimates for 2012/2013.

6.5.3 The major variations include:

- SLM proposals show no increase/ decrease in income this is for two reasons: Firstly the proposed increases are to cover increased running costs of the leisure facilities such as wages and utility costs. Secondly any variation in income levels will be reflected within the Management Fee (share of profit/ loss received by the Council).

- housing income is up largely due to a recent procurement exercise which has resulted in the Council retaining a greater share of income from managed properties.
- recycling income is down due to price/ falling volumes. This is particularly noticeable in the case of sales of paper where market prices have fallen considerably.
- license income is down as the charges are largely governed by statute.
- Parking (CPZ) income is up and has assumed a 10% increase in first permits and a 30% increase in second permits.
- development control income has fallen sharply and is due to the depressed state of the economy.
- Watford Market income has now been taken out of the fees and charges schedule as it is anticipated it will be managed by a Specialist Market Company and the difference between operating costs and income will be reflected within a management fee.

6.5.4 The scheme of subsidised/ concessionary support to those members of the community in receipt of income support is attached at **Appendix 4B** and reflects the decisions taken by Cabinet in January 2011.

6.5.5 The detailed schedule of proposed fee increases is attached at **Appendix 11** at the end of this report and requires Cabinet approval and the financial effects have been incorporated within detailed estimates.

## 7.0 LOCAL COUNCIL TAX BENEFIT

7.1 Cabinet will be aware from earlier reports that the DCLG announced it was implementing a 10% reduction in the amount of subsidy it reimbursed to local government for council tax benefit. This has had a profound affect upon the presentation of detailed estimates (and the Medium Term Financial Strategy).

7.2 In previous years the Council's Revenue Expenditure Budget showed all payments to council tax benefit recipients within the Taxation Client Account under the Strategic Finance budget head. Similarly the 100% receipt of government subsidy was also shown as an offsetting credit within the detailed net revenue expenditure—before 'how it was to be financed' was considered.

7.3 The circa 10% reduction in local council tax benefit proposed by DCLG, recognised that just reducing the subsidy off the net revenue expenditure would in effect mean that the district council would have to find the full effect of the reduction.

7.4 The DCLG therefore devised a change whereby the payment of council tax benefit would be applied as a reduction to the Council Tax Base and as an effective average 10% discount. This means that the Council Tax Base will be reduced from previous years.

7.5 To compensate for this loss of income from a reduced council tax base, the DCLG has introduced the council tax benefit subsidy as a new grant which for Watford has been notified as being £958,369 for 2013/2014 and is geared to current volumes of benefit payment. It is not clear whether this will be adjusted in the light of the volume of council tax benefit payments at the year end. Consequently due to the uncertainty attaching to volumes of activity, no notification of benefit subsidy has been made for 2014/2015 onwards (the MTFS

at Section 9 has assumed the same level of support in future years).

7.6 These changes have altered the presentation of the revenue estimates and their funding and this is discussed in subsequent sections of this report.

## 8.0 SUMMARISED DETAILED REVENUE ESTIMATES

8.1 For 2013/2014, **Appendix 5** includes the following:

- all ongoing (recurring) variations reported through the Finance Digest in 2012/2013 up to and including the Period 8 Digest.
- the savings proposals detailed at Appendix 2
- the growth proposals detailed at Appendix 3
- the changes to fees and charges and as summarised at Appendix 4.

8.2 Appendix 5 therefore reflects a net revenue expenditure requirement for 2013/2014 of £15,021,480 and Cabinet is recommended to approve all detailed estimates comprising this control total.

## 9.0 MEDIUM TERM FINANCIAL STRATEGY

9.1 The MTFs was last reported to Cabinet on 8<sup>th</sup> October 2012 (and Budget Panel on 23<sup>rd</sup> October) and has now been updated to take into account all relevant factors. The MTFs actually covers a four year period whereas detailed estimates at Appendix 5 only covers a three year period. It is important however that both sets of figures are in total accord.

9.2 The MTFs at **Appendix 6** mirrors the Base Budgets at Appendix 5. For 2012/2013 the Original Budget was £14,897,050 (as per Appendix 5) and this has been increased to £15,243,510 within the MTFs to reflect the variations to expenditure and funding that has occurred during 2012/2013 (up to and including the ongoing effects of variations reported within the Period 8 Finance Digest).

9.3 Appendix 6 then reflects all known/ forecast variations for the four year period 2013/2017 and it should be noted that the net expenditure totals for 2013/2016 all reconcile back to the summary net expenditure totals at Appendix 5. Both sets of figures have included a 1% provision in 2013/2014 and succeeding years for wage awards; and a 10% inflation allowance each year for utility and fuel costs. Allowance has also been factored in where current outsourced contracts/ procurements have an in built annual inflation allowance—typically RPI/ CPI; and business rates the Council pays on its own properties has also been index linked. All other expenditure heads have been cash limited on the basis that any inflationary increase should be nullified through improved procurement or reduced volumes of 'activity/ supply'.

9.4 Appendix 6 also indicates how this net expenditure will be funded and included the following assumptions:

- Revenue Support Grant / Business Rates reflects the Secretary of State's announcement on 19<sup>th</sup> December 2012 for 2013/2014 and has assumed this will reduce in cash terms by a further 10% in 2014/2015 and is consistent with the content of the recent Autumn Statement. It is anticipated to reduce by a

- further 5% in cash terms in the years 2015/2017 (and may be optimistic).
- No assumptions have been made regarding any increases/ decreases in income as a consequence of the new Business Rates Retention scheme introduced by Central Government.
- Council Tax Support Funding is Watford's share of the former council tax benefit subsidy received from Government and has been assumed to continue at the same level throughout the period.
- The CT Benefit Transitional Relief is a one year transitional grant to assist authorities in adopting a local council tax benefit scheme within government parameters. Cabinet will be aware of this issue as it considered it in some detail at its meeting on 5<sup>th</sup> November 2012.
- Council Tax Freeze Grant has reflected the issues discussed at Paragraph 5.6 earlier and has assumed council tax will be frozen again next year.
- The New Homes Bonus figure for 2013/2014 reflects the announcement made by government on 10<sup>th</sup> December 2012. For future years projected increases in grant reflect potential new net completions of residential property. The MTFs has also allocated part of the NHB to support the capital programme and this reflects the decision taken at Cabinet on 5<sup>th</sup> December 2012.
- The planned contribution to earmarked reserves relates to an annual £150k contribution to the Vehicle Replacement Reserve to enable future vehicles and plant to be replaced when time expired. This is important as the Council has effectively used up its current holding of capital receipts (see Section 13 later within this Report). The option would still exist to lease future vehicle replacements and an evaluation would occur in any event to assess which financing route provides best value.
- The line "To/ From Reserves" is effectively the balancing figure between the Council's net expenditure; receipt of government support/ grant; and raised from Council Tax.

9.5 The line To/ From Reserves is showing a drawdown from Reserves (Economic Impact Reserve) of £734,908 in 2013/2014; £908,013 in 2014/2015; £379,242 in 2015/2016; and finally £14,200 going into reserves in 2016/2017.. A total use of the Economic Impact Reserve of £2,007,963 (and this can be compared to the Forecast within the MTFs considered by Cabinet on 8<sup>th</sup> October of £1,873,000). The fact the forecast suggests £10k going into reserves in the final year does indicate a sustainable budget will have been reached (albeit with considerable support from the New Homes Bonus).

9.6 The MTFs indicates that Service Prioritisation efficiencies of circa £2.68m will be achieved (against a target of £3m); that the Roadmap proposals are assumed to deliver £1.65m (against a target of £2m); that council tax will again be frozen (following its freezing in 2011/2013 and 1.4% reduction in 2010/2011).

9.7 Cabinet is requested to approve all the assumptions made within the MTFs at Appendix 6 and includes the freezing of council tax in 2012/2013.

## 10.0 FUNDING OF THE REVENUE BUDGET

10.1 The MTFs at Appendix 6 indicated that, for 2013/2014, net expenditure is estimated to be £15,021,480 and this will need to be funded from the following sources:

- Government Grant / Business Rates Redistribution
- Specific Government Grant (Freeze Grant)

- Council Tax
- Collection Fund Surplus
- General Fund Working Balance
- Use of Reserves

## **10.2 Government Grant**

This was discussed in detail at section 5 of the report earlier.

## **10.3 Council Tax Base 2013/2014**

10.3.1 The current analysis of dwellings for the 2012/13 Council Tax Base results in a figure of 33,980 (Band D equivalent) and is based upon a 100% collection level (see **Appendix 7** for analysis). This is before the allowance for an average 10% 'discount' referred to at Paragraph 7.4 earlier. When the discount formula is applied to this Council Tax Base it actually results in a revised Band D base of 30,328 (a 10.75% reduction) and still represents a 100% collection figure.

10.3.2 It is anticipated that 2013/2014 will continue to be a difficult year for many households and an actual collection rate of 97.0% has been assumed in determining the council tax to apply next year (97.5% in current year) and the Council Tax base will therefore be set at 29,418 Band D equivalents (Appendix 7 details the calculation).

10.3.3 For the purposes of Medium Term Financial Planning it has been assumed that the council tax base will increase by the net addition of 350 dwellings each year for the following two years and 250 dwellings in 2016/2017 and is based upon advice from the Planning Policy Division of the Council.

10.3.4 No assumptions have been made regarding restricting benefit entitlement in 2014/2015 onwards. The Council will be recommended to not change the current scheme in 2013/2014 and to essentially fund the 10% fall in central government subsidy through an increase in the council tax base (before the discount) and through transitional government support and use of reserves. This may not be sustainable in 2014/2015 and will need to be reviewed during 2013/2014.

## **10.4 Collection Fund**

10.4.1 The authority is required to review the balance on the Collection Fund annually and make an adjustment to the Council Tax for any surplus or deficit. Issues to be taken into account include collection levels and the degree to which council tax arrears will have to be written off. The current situation is that the Council is slightly below target to achieve a 97.5% collection rate for 2012/2013.

10.4.2 With regard to arrears write offs, the level of council tax arrears at 31<sup>st</sup> March 2012 was £4,564,000 and dates back over a 19 year period (albeit the arrears for 1993/ 2003 total £57k and should perhaps be written off). The majority of the arrears relate to 2011/2012 and is currently £1,161,084 and for which there is a good chance that payments in full will be made. "Arrangements" also exist for other arrears and will reduce over a period of time.

10.4.3 The Collection Fund at 31<sup>st</sup> March 2012 had a provision for bad debts of £2,588,000 and which it is anticipated will be sufficient to meet any ultimate write offs. In the light of these figures it is recommended that no deficit or surplus be declared for the Collection Fund and that the three 'preceptors' on the Collection

Fund—Watford / HCC / HPA be notified accordingly.

## **10.5 General Fund Working Balance**

10.5.1 The General Fund Working Balance is very much a 'last resort' contingency to meet any overall outturn variation in revenue estimates (Cabinet has previously agreed that the Economic Impact Reserve would, in the first instance, be used to meet any budget shortfalls). In assessing the adequacy of the level of the working balance similar considerations to the retention of reserves need to be made. In this context the Council's external auditor (Grant Thornton) has commented in the past that he would not wish to see the General Fund Working Balance being reduced below its current level of £1.350m. This accords with Council strategy in any event and this level of Balance represents circa a 9% cushion compared to Net Revenue Expenditure (but only 1.2% of council gross expenditure and income).

## **10.6 Reserves**

10.6.1 The availability and use of reserves is covered in more detail at Section 11 of this report.

## **11.0 USE OF RESERVES**

11.1 Under section 25 of the Local Government Act 2003 there is a duty on Chief Financial Officers to report on the robustness of the estimates and the adequacy of reserves when the authority is considering its budget requirement and Members are required to have regard to this advice.

11.2 The Council has accrued a reasonable level of reserves due to its prudent financial management. The full schedule of these reserves is attached at **Appendix 8** with an explanation as to their intended use at **Appendix 8B** and is the anticipated position as at 1<sup>st</sup> April 2013 after forecast variances have been funded in 2012/2013. It is, however, necessary to distinguish between those reserves that are earmarked for specific expenditures or in support of the capital programme and those general reserves which are available to support annual revenue budgets.

11.3 Specific earmarked reserves include where a third party has contributed to that reserve such as the Charter Place Tenants reserve; or where a reserve has a statutory limitation on its use such as the Car Parking Zones reserve. Reserves in support of the capital programme include provision to replace/ maintain major assets and now also include £1.5m towards a new Market (Cabinet, 5<sup>th</sup> November) and building up a £3m contribution from the New Homes Bonus towards the Health Campus ( Cabinet, 3<sup>rd</sup> December).

11.4 With regard to general reserves they have mostly been created to enable specific future initiatives to be financed. So, for example, the Spend to Save reserve can be accessed to pay for up front costs where a pay back saving is anticipated at a future time.

11.5 General reserves also need to be maintained to meet projected shortfalls in revenue budgets. For example, the MTFs at Appendix 6 (and paragraph 9.5) indicates the use of £2.008m in the four years 2013/2016 to cover such shortfalls (and compares with the Forecast to Cabinet on 8<sup>th</sup> October of £1.873m).

- 11.6 The crucial aspect of using reserves is the fact that their use just temporarily finances a deficit. This deficit, at some point, needs to be funded from a permanent source of additional income or reduced expenditure. The use of reserves needs, therefore, to recognise they can smooth out the pace of required efficiency savings but ultimately permanent savings need to be achieved.

### **Factors Taken Into Account in Assessing an Appropriate Level of Reserves**

- 11.7 It is always a difficult question regarding what are the correct level of reserves. There are some heads of expenditure which are quite volatile such as investment interest, housing/ council tax benefit, commercial rents, and future pensions liabilities. Each of these could feasibly vary significantly (and are largely outside the Council's control). It should be realised, of course, that the authority would be exceptionally unlucky to suffer adverse consequences from all major potential sources of adverse variation in the course of a financial year. An analysis of 'Key Risks' has been detailed at **Appendix 9** and which should be considered before making any decisions upon the use of reserves.
- 11.8 For a district council, where changes to a few areas can have a disproportionate impact, then a higher percentage of reserves to net expenditure is desirable. Whilst a 5% cushion might be appropriate for larger all purpose authorities, it is recommended that a 15% cushion against net expenditure is more appropriate for district councils. If this recommendation were to be followed then circa £2.25m of the general available balance/reserve should be effectively frozen.
- 11.9 By reference to Appendix 8 the available level of general reserves is £7.629m and, should Cabinet accept the need to retain £2.250m of reserves then it would indicate a residual balance of £5.379m is available to support revenue budgets. The MTFS at Appendix 6 indicates for the years 2013/2017 that £2.018m would be committed. There are however a number of key risks during this period that could require a further drawdown from reserves and these are referred to at Appendix 9.

## **12.0 RECOMMENDING THE COUNCIL TAX FOR 2013/ 2014**

- 12.1 The level of council tax will be dependent upon the following factors:
- current level of council tax for 2012/2013
  - agreed level of expenditure for 2013/2014
  - use of reserves
  - level of Government Grant
  - the Council Tax Base
- 12.2 In addition to these considerations the Mayor's strategic objective is that council tax rises should be below inflation and where the relevant inflation rate, the RPI for September 2012 was 2.6%. However, Central Government has made available a specific grant to all authorities that freeze their levels of council tax in 2013/2014 equivalent to a 1% increase in council tax (and this will apply for two years). For Watford this results in a potential increase in grant of £84k per annum

for 2013/2015. Whilst this is not a massive inducement, the Secretary of State for Communities and Local Government has also announced that council tax cannot increase by more than 2% in 2013/2014 without triggering a referendum.

- 12.3 The main reason any authority would not take advantage of this support is that in the previous two years there has been a council tax freeze for most authorities and, once this freeze grant ceases, there will be a significant gap between the expenditure requirement and the artificially depressed levels of council tax. For 2013/2014 the Secretary of State's capping criteria at 2% provides very limited scope to increase council tax and it is recommended that Watford should again resolve to freeze council tax in 2013/2014 and this has been reflected within the MTFs at Appendix 6.
- 12.4 Within the parameters of robust budgets and the prudent use of reserves and balances the recommended level of council tax is ultimately a political decision.

### **13.0 CAPITAL PROGRAMME 2012 /2016**

- 13.1 The Capital Programme was approved by Council at its meeting on 25<sup>th</sup> January 2012. Since that date the capital programme is reported regularly to the Budget Panel with a quarterly review by Cabinet. In addition specific reports have been considered by Cabinet and which have affected the originally approved programme. For example, Cabinet on 3rd December 2012 approved a report upon the Health Campus and agreed the earmarking of £3m of New Homes Bonus grant towards the Local Asset Backed Vehicle with Kier Construction.
- 13.2 The current capital programme is attached at **Appendix 10**. Cabinet should note that there is a Section highlighted as being new schemes and which require approval for inclusion within the capital programme.
- 13.3 These new schemes reflect a continuation of existing rolling programmes and include decent homes assistance; stand alone properties up to decent homes standards; affordable homes support; disabled facilities grants; capitalised repair to council properties; green and trade waste recycling bins; and ongoing ICT hardware replacement and project management.
- 13.4 There are also some new projects associated with relocation from the Health Campus redevelopment area and which include Farm Terrace allotments relocation and the creation of a replacement facility for the Hurling Club due to the construction of a new road.
- 13.5 Finally there are forecast expenditures related to a general upgrade to all allotment sites (which is dependent upon the redevelopment of Farm Terrace); a structural survey of all our car parks; the possible purchase of land for future redevelopment opportunities and a few miscellaneous projects such as property and environmental health systems software upgrades.
- 13.6 The Capital Programme at Appendix 10 also includes an assessment of likely available resources to finance all capital expenditure and includes assumptions regarding new capital receipts. It also reflects the £1.564m capital grant to be received from the DCLG towards a re-modelled refuse/ recycling service. It does not include any early receipts from the Health Campus and has not allowed for



any new receipts to be generated from the Community Infrastructure levy which is to be introduced in April 2014.

- 13.7 The last two tables at Appendix 10 indicate that the revised capital programme once completed will leave a shortfall of funding of £672k for general fund schemes (which will be monitored as the programme develops) and a surplus of £560k for Section 106 projects.

## **14.0 CONCLUSIONS**

- 14.1 The Budget for 2013/14 has had to be prepared against a background of continuing reductions in government support and the recent Chancellor of the Exchequers Autumn Statement has reinforced that this situation will continue until 2018. Combined with this, 2013/2014 will also see wholesale changes to the way in which local authorities will be funded in the future and this has increased the uncertainty in any medium term financial planning.

- 14.2 It is fortunate that the Council has been prudent in the past in building up its reserves during a more prosperous era because that foresight now enables the Council to seek to ride out the tide in the current depressed conditions. It is vitally important however that the Council plans to achieve a sustainable budget by the end of the current MTFS period and to that extent the service prioritisation process and Roadmap have shown the very best practice in financial planning.

## **15.0 CONSULTATION**

- 15.1 Budget Panel has been fully engaged throughout this process and feedback from its meeting on 16<sup>th</sup> January will be circulated prior to the Cabinet meeting.
- 15.2 As part of the statutory consultation with business ratepayers copies of this report has been sent to the Watford Chamber of Commerce and the borough's Local Strategic Partnership-One Watford. Any feedback from business or partners will be reported at the meeting.

## **16.0 IMPLICATIONS**

### **16.1 Financial Implications**

These are adequately covered within the report.

### **16.2 Legal Implications**

In the Constitution it is Council who is required to set the budget, which includes the Council Tax Base and setting the level of Council Tax. Cabinet therefore must forward it's recommendations on the budget to Council. The Constitution also requires that any recommendation from Cabinet to Council regarding the budget must be submitted before the 8<sup>th</sup> February in the preceding financial year to enable the Mayor to have the opportunity to call in any decision of Council on the budget. The Council must set its budget by 11<sup>th</sup> March 2013 for 2013/2014.

### 16.3 **Equalities**

16.3.1 Watford Borough Council is committed to equality and diversity as an employer, service provider and as a strategic partner. In order to fulfil this commitment and its duties under the Equality Act 2010 it is important to demonstrate how policies, practices, and decisions impact on people with different protected characteristics. It is also important that the Council is not discriminating unlawfully when carrying out any of its functions.

16.3.2 This report provides an over view of Budget proposals. Any equalities impacts or implications for services arising from these proposals will be considered before changes to existing service levels are introduced and equality impact analyses will be developed where relevant.

### 16.4 **Potential Risks**

<b>Potential Risk</b>	<b>Likelihood</b>	<b>Impact</b>	<b>Overall Score</b>
That Cabinet does not agree the council tax base before statutory date	1	4	4
That Cabinet does not recommend revenue and capital estimates for 2013/2014 to Council	2	3	6
That Cabinet does not recommend a council tax to apply for 2013/2014	1	3	6
That Cabinet does not indicate how it intends to finance any difference between net expenditure and sources of funding	2	4	8

### 16.5 **Staffing**

It is inevitable that proposals to reduce the council's levels of expenditure will contain implications for current levels of staffing. At such time that any proposals are identified then consultation with affected staff and trade union representatives will take place.

### 16.6 **Accommodation**

There are no clearly defined proposals that will affect current accommodation standards. Part of the Property Review being carried out at the present time will involve seeking to identify opportunities to rationalise the Council's property portfolio.

### 16.7 **Community Safety**

All proposals relating to 2013 / 2014 Revenue Estimates will have taken into account the effect upon community safety.

## 16.8 Sustainability

The Council has established policies in the past to support sustainability such as the purchase of green energy (even though it is more expensive) through its procurement policies.

### Appendices

Appendix 1	Summary of the Chancellors Autumn Statement 2012
Appendix 2	Revenue Savings 2013 / 2016
Appendix 3	Revenue Growth 2013 / 2016
Appendix 4	Summary of Fees and Charges Proposals for 2013/2014
Appendix 4B	Concessions Policy for Fees & Charges
Appendix 5	Summarised Detailed Revenue Estimates
Appendix 6	Medium Term Financial Strategy 2013/2017
Appendix 7	Council Tax Base 2013/2014
Appendix 8	Schedule of Reserves
Appendix 8B	Notes to the Reserves
Appendix 9	Key Risks
Appendix 10	Draft Capital Programme 2012 – 2016
Appendix 11	Detailed Schedules of Fees and Charges Proposals for 2013/2014

### Background Papers

Regular reports to Cabinet/ Budget Panel  
Chancellor's Autumn Statement, 5<sup>th</sup> December 2012  
Government Statement re New Homes Bonus 10th December 2012  
Draft Government Revenue Support (Formula) Grant Settlement 19th December  
Detailed Budget Working Papers  
Finance Digest as at Period 8 (circulated to all members of Council)

### File Reference

None

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# 2012 Autumn Statement – Briefing Paper

## Briefing from the CIPFA Finance Advisory Network (FAN)

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### Introduction to Chancellor’s Autumn Statement 2012

The Autumn Statement is one of the two major statements the Chancellor to the Exchequer has to make to Parliament every year, the other being the Budget. Since 1997 the main budget, which traditionally contains the main announcements on tax, duty and benefits, has been scheduled in the spring before the start of the new Tax Year. The Autumn Statement (formerly the Pre-Budget Report under Labour) has traditionally provided updated forecasts for Government finances, however more recently, in response to the challenging economic position, it has become much more like a mini Budget.

George Osborne presented his Autumn Statement to Parliament on 5 December 2012. Alongside the Autumn Statement the Office of Budget Responsibility (OBR) released its latest Economic and Fiscal Outlook, containing the latest update on the Economy and public finances.

This briefing is provided to assist FAN members understand the implications of the Autumn Statement for their authorities. The briefing reports what the Chancellor and others have said without commenting on whether CIPFA agrees or disagrees with the analysis. The briefing also includes FAN’s initial assessment of the likely impact on local authorities, which is included in a separate section of the briefing.

Details of an additional CIPFA service to provide tailored reports on the impact of the Local Government Funding Settlement on individual authorities are provided at the end of this Briefing Paper.

### Earlier announcements in the 2012 Budget

Chancellor George Osborne delivered his third budget speech on the 21st March 2012 stating that, "This country borrowed its way into trouble. Now we're going to earn our way out". A CIPFA Networks briefing paper on the main contents of the 2012 Budget can be downloaded [here](#).

## Autumn Statement 2012 – Key announcements

The Chancellor set the scene for his Autumn Statement by saying that growth will be slower and borrowing higher than previously thought, but that "Britain is heading in the right direction".

The Executive Summary of the full Statement commented that the UK economy was recovering from the most damaging financial crisis in generations, with the UK experiencing one of the deepest recessions of any major economy, and that the global recovery has been much slower than forecast.

A number of areas of progress were identified, with the deficit being reduced by a quarter over the two years since 2009-10; an additional 1.2 million private sector jobs created since the first quarter of 2010; and market interest rates falling to near record lows, with cumulative debt interest payments from 2010-11 to 2015-16 forecast to be £33 billion lower than expected at the June 2010 Budget.

The summary confirms the Government's commitment to ensuring the impact of the consolidation is shared fairly, and highlights the actions the Government will take in three areas; protecting the economy, growth and fairness. Details of the actions are contained within the full Autumn Statement document, which can be downloaded from the [HM Treasury website](#).

Key announcements on the state of the UK economy and public finances included the following:

### **Economic Growth and unemployment**

- Growth forecast reduced for 2012 from an estimated 0.8% growth predicted in the Budget to a forecast contraction of 0.1%.
- Forecast growth for future years also reduced as follows - 1.2% in 2013, 2% in 2014, 2.3% 2015, 2.7% in 2016 and 2.8% in 2017.
- Unemployment is expected to peak at 8.3%, lower than the previous prediction of 8.7%, with employment set to rise in each year of the parliament.

### **Government borrowing and spending**

- The Chancellor's manifesto Debt Target will be missed, with the point at which net debt as a proportion of Gross Domestic Product (GDP) is predicted to fall being delayed by a year to 2016/17, however the deficit is forecast to reduce this year, as is cash borrowing.
- The deficit is predicted to fall from 7.9% to 6.9% of GDP this year, and to continue falling to 1.6% by 2017/18.
- Borrowing is forecast to fall from £108bn in this year to £31bn in 2017/18, with £33bn savings on interest debt payments compared to amounts predicted in 2010.
- Government spending as a share of GDP is predicted to fall from 48% in 2009/10 to 39.5% in 2017/18.
- Of particular interest to Local Authorities, the next Spending Review will take place in first half of 2013.
- Government departments will be required to reduce spending by 1% in 2013/14 and a further 2% in 2014/15. The cuts in revenue funding, alongside changes in taxation and welfare benefits, is to finance £5 billion of investment in infrastructure, including roads and schools (see details below).

### **Taxes and Allowances**

- The Chancellor confirmed that the Autumn Statement would be fiscally neutral, so as far as taxes were concerned there would be changes but no net rises.

- As part of a host of measures to boost UK businesses, the main rate of Corporation Tax, already scheduled to reduce from 24% to 22%, will be cut by extra 1% to 21% from April 2014. In addition, the capital allowances for investment in Plant and Machinery will increase ten-fold from £25k to £250k, providing real incentives for growth.
- However this will not apply to the banks, where the Government's major reforms will result in the Bank levy rate being increased to 0.130% in 2013/14.
- In terms of personal tax allowances, the basic income tax threshold will be raised by £235 more than previously announced, to £9,440 in 2013/14, moving it within touching distance of the targeted £10,000 figure.
- Not so good news for higher rate taxpayers, where the higher rate threshold for 40% rate of income tax only rising by 1% in 2014 and 2015, from £41,450 to £41,865 and then £42,285. With inflation forecast to exceed the 1% figure, this represents a real terms increase in tax burden.
- The Chancellor announced that the Inheritance tax threshold will be increased by 1% in 2013/14, and to encourage responsible saving, the ISA contribution limit will be raised to £11,520 from next April.
- It was announced that the Government's coffers would be boosted by £5bn over six years, as a result of a treaty with Switzerland to deal with undisclosed bank accounts.
- As expected, tax evasion and avoidance was high on the agenda. It was announced that HM Revenue and Customs budgets will be spared from the wider cuts to enable them to up the fight against tax avoidance, closing a number of loopholes, and addressing the concerns over recent headlines re multinational companies trading in the UK without paying Corporation Tax. It was confirmed that prosecutions for tax evasions were up 80%, with new anti-abuse rules to come in next year.
- It was also confirmed that there would be no new tax on property value, following the speculation around the so-called "Mansion Tax".

### **Investment budgets**

- Transport infrastructure – An extra £1bn will be added to the roads programme, including upgrading A1, A5-M1 link, A30, and M25, with a further £1bn loan earmarked for the extension of London's Northern Line to Battersea Power Station.
- Technology – An Ultra-fast broadband expansion to go ahead in 12 cities: Brighton and Hove, Cambridge, Coventry, Derby, Oxford, Portsmouth, Salford, York, Newport, Aberdeen, Perth and Derry-Londonderry. An additional amount of £600m was being allocated for scientific research.
- The announcements mean that the annual infrastructure investment is now £33bn.

### **Supporting Businesses**

- Alongside the cuts to business taxes, it was announced that the Government will be addressing the credit problems for companies by creating a new 'Business Bank' and providing it with £1 billion of extra capital, expected to lever in private lending to help small and medium sized firms.
- Extending the Small Business Rate relief scheme by a further year to April 2014, which has already helped over half a million small firms, with 350,000 paying no rates at all.
- The Chancellor announced the publication of the Government's Gas Strategy, designed to ensure the best use of lower cost gas power, including new sources of gas under the land. The Government will be consulting on new tax incentives for shale gas and announcing the creation of a single Office for Unconventional Gas.

### **Benefits and Pensions**

- The Chancellor announced that most working-age benefits will rise by 1% for each of next three years, which represent a real terms cut after allowing for the effects of inflation. Similarly, Child Benefit to rise by 1% for two years from April 2014.

- The 1% rise in benefits will require primary legislation, with an Uprating Bill expected to be introduced before Christmas.
- As a further measure to finance the investments being promised as part of the Autumn Statement, changes in the tax relief for pensions were announced. From 2014-15 the lifetime pension relief allowance will fall from £1.5m to £1.25m, and, as expected, the tax free pensions savings cap will be reduced from £50,000 to £40,000.
- Local housing allowance rates are to rise in line with the existing Government policy in April 2013 but increases in the following two years to be capped at 1%. It was announced that the saving would be used to increase the cap in certain high rent areas.
- The Basic state pension will rise by 2.5% next year to £110.15 a week.
- The combined changes to welfare announced in the Statement are forecast to save £3.7bn by 2015/16

### **Education and Families**

- George Osborne announced an investment of £1bn to improve good schools and build 100 new free schools and academies.
- In addition, the Chancellor commented that "since improving our education system is the best investment in a competitive economy, I am today committing £270 million to fund improvements in further education colleges £270m".

### **Other announcements**

- Overseas Aid – The Government promised to spend the previously agreed 0.7% on development to be honoured next year, but this level will not be exceeded.
- Fuel Duty – As a welcome relief to drivers and businesses, Mr Osborne's "Santa Claus" moment was the announcement that the planned 3p increase in fuel duty scheduled for January was now not going to go ahead at all.

## **OBR Economic and Fiscal Outlook**

To coincide with the Autumn Statement, the Office for Budget Responsibility's latest Economic and Fiscal Outlook was published on December 5th. It set out forecasts for the economy and the public finances, and an assessment of whether the Government is likely to achieve its fiscal mandate and supplementary target.

Many of the headlines were referred to in the Chancellor's Statement, the main messages being:

- The economy has performed less strongly this year than expected at the March forecast, primarily reflecting the weakness of net exports. Looking forward, the recovery still lacks momentum.
- OBR now expect a small fall in GDP in the fourth quarter of this year, followed by a gradual pick-up in 2013. GDP is forecast to fall by 0.1 per cent overall in 2012 and then to grow by 1.2 per cent in 2013.
- Forecasts are more pessimistic about the economy's medium term growth prospects than back in March, with weak productivity expected to constrain earnings growth for longer, with a slower fall in inflation delaying the pick-up in real incomes. In addition the outlook for the world economy and UK exports has deteriorated and it is expected that the difficulties of the euro area will depress confidence and put upward pressure on bank funding costs for longer. Investment is likely to be restrained by poor credit conditions and uncertainty about demand.
- Public sector net borrowing (PSNB) is forecast at £108 billion or 6.9 per cent of GDP this year, excluding the transfer of the Royal Mail's historic pension deficit and associated assets into the public sector. This total is £11 billion less than forecast in March, primarily reflecting the decision to transfer balances from the Bank of England's Asset Purchase Facility (APF) to the Exchequer. Other receipts are likely to be weaker than



expected, although it is assumed that the Government will raise an extra £3.5 billion from the 4G spectrum auction.

- The Government now appears more likely than not to miss its 'supplementary target', which requires Net Debt to fall as a share of GDP between 2014-15 and 2015-16. OBR now predict that Net Debt will rise by 1 per cent of GDP in 2015-16 and fall by 0.8 per cent a year later.
- The Government's 'fiscal mandate' requires it to balance the cyclically-adjusted current budget (CACB) at the end of a rolling five-year period, now 2017-18. The central forecast shows the CACB in surplus by 0.9 per cent of GDP in 2017-18, implying that the Government is more likely than not to meet the mandate. This is a result of the additional year of cuts in non-investment spending.
- The Economic Forecast is summarised below:

**Table 1.1: Economic forecast overview**

	Percentage change on a year earlier, unless otherwise stated						
	Outturn 2011	2012	2013	Forecast <sup>1</sup> 2014	2015	2016	2017
<b>Output at constant market prices</b>							
Gross domestic product (GDP)	0.9	-0.1	1.2	2.0	2.3	2.7	2.8
GDP Level (2011 = 100)	100.0	99.9	101.1	103.2	105.6	108.4	111.4
Output gap (per cent of potential output)	-2.7	-3.1	-3.5	-3.3	-3.0	-2.5	-1.9
<b>Expenditure components of GDP at constant market prices</b>							
Household consumption <sup>2</sup>	-0.9	0.5	0.9	1.6	1.8	2.4	2.9
Business investment	2.9	3.8	4.9	8.1	10.2	10.1	9.5
General government consumption	0.2	2.4	-0.7	-1.4	-1.2	-2.1	-3.0
General government investment	-20.4	-9.2	-2.5	4.8	-3.0	-2.6	0.7
Net trade <sup>3</sup>	1.2	-0.6	0.3	0.2	0.2	0.2	0.1
<b>Inflation</b>							
CPI	4.5	2.8	2.5	2.2	2.0	2.0	2.0
<b>Labour market</b>							
Employment (millions)	29.2	29.5	29.6	29.7	29.9	30.2	30.4
Average earnings <sup>4</sup>	2.2	2.7	2.2	2.8	3.7	4.0	4.0
ILO unemployment (% rate)	8.1	8.0	8.2	8.2	8.0	7.6	7.1
Claimant count (millions)	1.53	1.59	1.66	1.69	1.63	1.53	1.43
<b>Changes since March forecast</b>							
<b>Output at constant market prices</b>							
Gross domestic product (GDP)	0.1	-0.9	-0.8	-0.7	-0.7	-0.4	
GDP Level (2011 = 100)	0.0	-0.9	-1.7	-2.4	-3.2	-3.7	
Output gap (per cent of potential output)	0.0	-0.4	-0.9	-1.2	-1.7	-2.0	
<b>Expenditure components of GDP at constant market prices</b>							
Household consumption <sup>2</sup>	0.0	0.0	-0.5	-0.8	-1.2	-0.6	
Business investment	2.7	3.1	-1.5	-0.7	-0.1	0.0	
General government consumption	-0.1	1.8	0.4	0.7	1.6	0.5	
General government investment	-7.3	-4.2	1.1	4.7	-3.3	-1.2	
Net trade <sup>3</sup>	0.0	-1.1	-0.2	-0.2	-0.1	0.0	
<b>Inflation</b>							
CPI	0.0	0.0	0.6	0.2	0.0	0.0	
<b>Labour market</b>							
Employment (millions)	0.0	0.4	0.4	0.3	0.2	0.2	
Average earnings <sup>4</sup>	1.0	0.1	-0.9	-1.6	-0.7	-0.6	
ILO unemployment (% rate)	0.0	-0.7	-0.4	0.2	0.8	1.3	
Claimant count (thousands)	2	-62	22	166	275	340	

<sup>1</sup> The forecast is consistent with the second estimate of GDP data for the third quarter of 2012, released by the Office for National Statistics on 27th November 2012.

<sup>2</sup> Includes households and non-profit institutions serving households.

<sup>3</sup> Contribution to GDP growth, percentage points.

<sup>4</sup> Wages and salaries divided by employees.

Source – [OBR Economic and fiscal outlook – December 2012](#)

## Potential issues for Local Government

Contained within the Autumn Statement were a number of references to Local Government. The main issues are summarised below:

### Local Government Funding

- Local government will be exempt from the 1% reduction in 2013-14 departmental budgets, as local authority budgets have already been reduced by a comparable amount through the decision to allow them to freeze council tax in that year. The Statement adds that "this provides an opportunity for local authorities to invest in reform in order to deliver further savings by consolidating back-offices and transforming service delivery as demonstrated by the Whole-place Community Budget pilot".
- The bad news is that the Autumn Statement confirms that the additional 2% departmental budget savings to be found in 2014/15 will also apply to local authorities. Health and schools will continue to be protected in line with the policy set out at Spending Review 2010.
- It was also confirmed that details of departmental spending plans for 2015-16 will be set at a spending review, which will be announced during the first half of 2013.

### Investment in Infrastructure

- The Chancellor expressed the need to ensure high quality infrastructure was in place for the UK to remain competitive, and said that the private sector, local government and central government all have a role to play in reversing the historic underinvestment in the UK's infrastructure so that UK businesses can compete and grow.
- Details were also published of the replacement for the discredited PFI. Mr Osborne commented that "since we can all see now that the public sector was sharing the risk, we will now ensure we also share in the reward".

### Public Sector Pay

- The government confirmed it has ditched plans for local pay in the civil service, NHS and Prison Service, but will consult on giving schools more power to set salaries in line with performance.

### Local Enterprise Partnerships (LEPs)

- Mr Osborne stated that government spending should be aligned with the priorities of the local business community. To that end it will provide new money to support the Local Enterprise Partnerships and from April 2015 the Government will place more of the funding that currently goes to local transport, housing, skills and getting people back to work into a single pot that LEPs can bid for. Funding will reflect the quality of strategic proposals put forward by LEPs, as well as local need.
- LEPs, which bring together local leaders and businesses, will be asked by the Government to lead the development of new strategic plans for local growth consistent with national priorities. In developing the plans, LEPs will be expected to consult with all relevant local partners, including the local chambers of commerce and other business bodies. These multi-year plans will build on any existing plans and include coordination with ongoing public programmes. It is expected that local authorities or other bodies, and not LEPs, will deliver programmes and projects, ensuring that there are proper accountability structures in place
- When developing the plans, LEPs will be expected to seek to leverage funding, including from local authorities and the wider public and private sector. The Government will make available a new concessionary Public Works Loan Board (PWLB) rate to an infrastructure project nominated by each LEP (excluding London), with the total borrowing capped at £1.5 billion. The concessionary rate, referred to as the 'Project Rate' will be 40 base points below standard PWLB rates.

## Shared Services and Partnerships

- In recognition of the importance of partnership across a functional economic area the Government will support local authorities that wish to create a combined authority or implement other forms of collaboration (for example, shared management arrangements), and will also ensure that the existing legislation is fit for purpose.

## Council Tax

- To assist households with living costs, the Government announced in October 2012 that for the third year in a row it would provide a grant to local authorities in England that decide to freeze or reduce their council tax in 2013-14. A freeze is worth around £70 for the average Band D property compared to a 5 per cent rise.
- The Government also proposes to lower the tax referendum threshold to 2 per cent. This will ensure that local people have the right to approve or veto council tax increases above the 2 per cent level through a binding referendum. Information on the calculation of the tax-base for referenda purposes will be issued with the provisional settlement.

## Welfare Reform

- One of the recurring themes in today's Statement was that most benefits would only be increasing by 1% per year. This cap on benefits rises will mean a cut in real terms for people living on welfare and those on low incomes. With local authorities providing services to many of those whom this announcement will hit, this will potentially have an impact on local authority finances in the longer term.

## So what does this all mean for local authorities?

- The announcement that the 2013/14 Settlement is not being opened up for additional savings will come as welcome news to councils, especially with all the uncertainties of moving to a new funding regime. On the downside the additional 2% savings to be found in 2014/15 will add an estimated £445 million pressure to an already difficult local authority budget position.
- Whilst local authorities have done incredibly well to absorb the savings already achieved with minimal impact on front line services, just how realistic is it that these new savings can be found when most authorities already have some way to go to close existing budget gaps? It all adds further doubt over the future viability of the existing local government structures, and so perhaps it is no bad thing that additional support will be offered for those seeking collaboration or merger...but in what form will that 'support' take...can we assume it is extra money, and is there an expectation of full political mergers or just more joint working?
- What is notable is that OBR predicts that by 2017/18 there will be 1.1 million fewer public sector jobs than currently. The "good news" is that this is expected to be replaced by an extra 2.4m private sector jobs, but is this any consolation to local authority staff?
- Regarding the concessionary PWLB loan rate for LEPs, it is not clear whether this will be in addition to the 'scrutiny rate' announced in the 2012 Budget or in place of it. With the expectation that it will be local authorities that will borrow the money for LEP schemes, perhaps there is a message here that the only way to obtain further reductions in borrowing costs is to work through LEPs?
- One of the possible casualties of the 1% benefit increase limit is authorities with Council Housing. On the assumption that the real-term cut in benefits will feed through to Universal Credit, to which Housing Benefit is transferring, what impact will this have on council tenants? It is not untypical for HRA councils to have 75% of tenants receiving some element of Housing Benefit, so they will be hit financially. However last year's self-financing settlement assumed a 1% rent rise in real terms (effectively a 3.5% in cash terms). This could be a problem - councils have levels of debt that assumes tenants can afford 1% real increases, but for many their actual income is only going up by 1% in cash terms. What impact might this have on council income and the financial sustainability of the HRA? The recognition of problems of the cap for high rent areas is welcomed though.

## What others are saying...

Here are a mix of views, opinions and commentary from various sources on the key issues and likely impact of the Autumn Statement announcements:

[A carrot and stick for business](#) – Robert Peston, BBC Business Editor

[Is George Osborne right to look confident after 'mini-Budget'?](#) – Nick Robinson, BBC Political Editor

[The Bank, the OBR and Mr Osborne](#) – Stephanie Flanders, BBC Economics Editor

[The autumn statement was about cuts not localism](#) (*Guardian*, Public Leaders Network)

[ACCA's view](#)

[Grant Thornton UK's overview](#)

[Grant Thornton response to PFI replacement](#)

### Other assorted quotations:

"We welcome today's statement and we are encouraged by the Chancellors' acknowledgement that small businesses need more help. We accept that bold actions are needed to boost the economy and we hope we are on the right road to helping small firms. The Chancellor has listened to many of our members' concerns, and has put forward proposals to address these issues - notably around capital allowances, more encouragement for investors to place funding in small businesses, and cancelling the 3p rise in fuel duty. We now eagerly await further details on the small business bank which we have long seen playing a central role in opening up finance for small firms." – **John Walker, National Chairman of the Federation of Small Businesses**

"For the wider economy the worst is probably past. The independent Office of Budget Responsibility and most other forecasters expect the economy to grow modestly next year. However, for now, at least, this looks like a choppy, fragile recovery." – **Ian Stewart, Chief Economist at Deloitte**

The CBI has been crying out for real action on infrastructure, investment and exports. £5 billion on near-term infrastructure, like the tube to Battersea, half a billion a year tax relief for small firms, and £1.5 billion extra export support should boost investment and create jobs. The Government now has everything to prove by delivering. Businesses need to see the Chancellor's words translated into building sites on the ground. It is no surprise that after a difficult year the economic realities dictate that austerity and debt reduction will take longer. The Chancellor has stuck to his guns on deficit reduction - avoiding deeper cuts or more borrowing in order to retain international credibility". – **CBI Statement**

"The Government will take twice as much from this tax hit on pensions as it will from the increase in the bank levy. That cannot be fair, and will only undermine confidence in pension saving. The Chancellor is wrong to say that the changes will only affect those at the top of the wage tree. Osborne claims he is taking a carrot away from the rich, but he is also beating many middle class savers with a stick. Middle managers in the public and private sectors will get caught in the net. People in a final salary pension who have worked loyally for the same employer for years and then get a pay rise, or a promotion, could end up with a tax bill of several thousand pounds. This is a charge just for saving into a pension. The self-employed and those nearing retirement desperately trying to catch up by boosting their pension are also at risk". – **National Association of Pension Funds**

"Cancelling January's rise is exactly what we asked for. It will provide much needed support for consumers. It will ease the pressure on household budgets, boost customers' ability to spend and help hard-pressed retailers contain their transport costs. Rebuilding the confidence of customers to spend and retailers to invest and create jobs have to be the Chancellors priorities. This will provide a useful boost. For the future, the ritual of announcing rises that are later dropped or delayed should end. A clearer more consistent approach would support longer-term decision making". – **British Retail Consortium**

"The new fiscal forecasts are disappointing but not surprising, so it would be premature to assume that the UK will lose its AAA rating. The Chancellor's commitment to tackle the



deficit remains resolute. His decision to cut welfare spending further and reduce the number of civil servants will reinforce market confidence. At the same time, there is a welcome focus in the Autumn Statement on policies that will improve the productive potential of the economy through investment incentives and reduced corporation tax." - **David Kern, chief economist, British Chambers of Commerce**

**Public Sector commentary from Grant Thornton** - The Chancellor's Autumn Statement on 5 December 2012 reinforced the austerity measures announced in the October 2012 Spending Review (SR10). A further £6.6bn of savings from welfare, overseas aid and Government Departmental spending was announced (1% in 2013/14 and 2% in 2014/15). This will be used to fund an additional £5.5bn infrastructure investment and support for businesses (including an additional £1bn infrastructure funding for schools, free schools and academies). Whilst health and schools will be continue to be protected in line with the Government's policy set out in SR10, local government will continue to face significant funding reductions. The Department for Communities and Local Government will contribute £470m of these additional savings, £445m of which will come from local authority funding.

The Government has suggested that the exemption from additional cuts in 2013/14 will give authorities the stimulus to further invest in new income generation services and projects so they become less reliant on government grant. Paul Dossett, Public Sector Assurance Partner commented: "Our analysis and discussions with the sector indicate that a potential 'tipping point' is on the horizon for some in the sector, for instance where a local authority can no longer meet its statutory responsibilities to deliver a broad range of services within the funding available; a Section 151 Officer being unable to set a balanced budget or decision paralysis, where an authority is unable to make the challenging but necessary decisions required. We do not believe that all authorities share the same level or types of risk or indeed that all authorities could experience a tipping point. We are however engaging with the sector to explore the concept, what the consequences would be for stakeholders and what mitigating actions are required".

## Comparison with Pre-Statement hopes and expectations

In advance of the Autumn Statement there was, as is often the case with these things, some significant media debate about what might be in the Statement and what changes should (and should not) be made.

A number of key themes emerged as front-runners in the betting for likely announcements. These included measures to support small businesses (such as employee share schemes, launch of a 'Business Bank' and simplification of income tax rules), and raising the income tax personal allowance to £10,000 by April 2015, balanced with an anticipated reduction to the maximum tax-free annual pension contribution from £50,000 to £40,000 and a commitment to tackle actual or perceived tax avoidance. Well, on balance these were pretty close weren't they!

Following on from recent bank of England announcements, a downwards forecast of GDP was expected. John Cridland, director-general of the CBI, said that the Chancellor should use his autumn statement to plough £1.5bn into the economy to kick-start growth, to be financed from government department underspends and the proceeds from mobile phone spectrum auctions. Once again, the hopes and expectations were not far off the mark.

Responding to some of the key challenges facing Local Authorities and the wider public sector, a number of media appeals were made to the Chancellor to avoid further cuts to Local Government funding. However with many predicting the Government may be significantly off-course, would George Osborne be forced to implement even tougher cost-cutting measures and abandon his debt forecasts, potentially threatening Britain's prized AAA Rating?

Well, only time will tell if the failure to meet the Net Debt target will lose the confidence of the markets...it is probably fair to say that the initial market reaction has been relatively calm. When the European stock markets closed the FTSE 100 had closed up 0.4% at 5,892.08, while UK benchmark borrowing costs fell slightly. Research for the *Telegraph* suggests that although Mr Osborne got off to a shaky start, by the time he finished

delivering the Autumn Statement, 67% of the sentiment on Twitter was positive. Whilst this may offer confidence to the markets, ratings agency Fitch has already [expressed its concern](#) over the AAA rating being lost.

The announcements on capital investment being financed from revenue cuts to Government departmental spending was pretty-much leaked on the eve of the Autumn Statement, so the confirmation that £5 billion of improvements to schools and other capital projects would be funded by cuts to Government spending by 1% in 2013/14 and 2% in 2014/15 did not take anyone by surprise.

What would the additional cuts mean for a public sector whose finances are reportedly rapidly deteriorating? Only recently, the Audit Commission expressed concerns in their report *Tough times 2012* that "a number of councils have already shown signs of stress", indicating that more than one in ten councils are 'not well placed' to stay within budget in 2012/13. The Autumn Statement doesn't provide any answers to this tricky situation.

Prior to the Statement, and in an appeal to the Chancellor to spare further cuts to Local Government funding, Local Government Association Chairman, Sir Merrick Cockell, commented "It would be a fatal error to scale back local government funding to the point where councils can no longer provide local businesses with the support they need to get Britain back on its feet". Whilst a number of the announcements in the Autumn Statement provided some hope and stimulus to UK businesses, with future Local Government funding now intrinsically reliant on business growth, could the additional cuts in public spending mean that the so-called "virtuous circle" underpinning the revised Local Government Funding system from 2013/14 might end up feeling more like a "vicious circle" to council Members and Finance Directors? We certainly live in interesting times!

## Sources of Further Information

- [Spending Review Framework](#) (HM Treasury 2010)
- [Autumn Statement 2012](#) (HM Treasury)
- [Budget 2012](#) (HM Treasury)
- [Office of Budget Responsibility website](#)
- [Autumn Statement 2012 Commentary](#) (Institute for Fiscal Studies)
- [The Long Downturn](#) (CIPFA)
- [Regional analysis - what the Autumn Statement means for you](#) (HM Treasury)
- [HMRC Guide to the Autumn Statement](#)
- [Towards a tipping point](#) (Grant Thornton)

## Local Government Funding Settlement – Additional CIPFA Service

With this year's Settlement including important new data around the localisation of Business Rates and Council Tax Benefit, Local Authority finance staff will need to quickly distil the key messages and figures from the Settlement (anticipated on 19 December) and establish what it means for your authority. To help you in this task, CIPFA are offering to provide specially tailored reports for councils. This service will provide a summary report, delivered to you via email by 2pm the next day, of the national funding picture and importantly what it means for your Council. The report will include the main tables and key data relevant to your authority with comparative data where available. Further details of this service are available from the CIPFA [website](#).

You may also be interested in this [CIPFA event](#) on 22 January, which will focus upon the potential impact of the next Comprehensive Spending Review (CSR) in the context of wider financial, political and demographic issues.

**Revenue Savings**

10/01/2013

APPEND APPENDIX 2

No.	Section	Already Included in MIFS	Cost Centre	Item	Comment	2013/14	2014/15	2015/16	Requested by
						£	£	£	
1	Legal & Property		AGY000 D0901	Reduce Subscriptions budget to £25K	History of under spend	(5,770)	(5,770)	(5,770)	Carol Chen
2	Legal & Property		AGM000 D1107	Reduce advertising budget to £2.5K	History of under spend	(1,380)	(1,380)	(1,380)	Carol Chen
3	Legal & Property		Various	Partnerships & Performance	Target figure at this stage - Possible redundancy costs	(50,000)	(50,000)	(50,000)	Carol Chen
4	Legal & Property		FKD000 A0101	Reduce Staffing by one FTE - Buildings & projects - Employee costs only	Not yet known, but Likely to incur redundancy between £6k - £30K. 2013/14 part year effect as expected saving starting from 1 July	(24,880)	(33,170)	(33,170)	Ian Browne
5	Legal & Property	Yes	AGR000D0101	Member Training Elections	History of Underspend	(3,000)	(3,000)	(3,000)	Carol Chen
					No elections planned in 2013/14	(75,000)	0	0	Carol Chen
				<b>Sub total</b>		<b>(160,030)</b>	<b>(93,320)</b>	<b>(93,320)</b>	
6	Environmental Services		ADX000 A0101	Delete Service Improvement Officer - but reinstate Service Development officer that was part of SP2 savings	Probable redundancy costs. Part year effect in 2013/14	(12,980)	(43,700)	(43,700)	Danielle Negrello
7	Environmental Services		ADX000 A0101	Deletion of 1 temp switchboard operator and 1 temp CSA	£49,000 already included in CPIP, this is an additional saving. No redundancy costs to be incurred. 2013/14 part year effect as expected saving starting from 1 July	(4,730)	(6,300)	(6,300)	Danielle Negrello
8	Environmental Services		ADX000 D0501	Reduce CSC consultancy budget	Subject to revised CSC opening hours to standard WBC hours from 1/1/13. No redundancy costs to be incurred as post currently vacant	(1,700)	(1,700)	(1,700)	Danielle Negrello
9	Environmental Services		ADX000 A0101	Reduce 1 CSA post	Subject to revised CSC opening hours to standard WBC hours from 1/1/13. No redundancy costs to be incurred as post currently vacant	(31,000)	(31,000)	(31,000)	Danielle Negrello
10	Environmental Services		ADX000 A0101	Reduce hours of 1 CSA part time post by .337 FTE	Subject to revised CSC opening hours to standard WBC hours from 1/1/13. No redundancy costs to be incurred as post currently vacant	(11,500)	(11,500)	(11,500)	Danielle Negrello
11	Environmental Services		EFC000 D0529	Renegotiated service provider for Stray dog kennelling	No redundancy costs to be incurred as post currently vacant	(3,000)	(3,000)	(3,000)	Justine Hoy
12	Environmental Services		EBA000 A0101	Reduce part time (0.5) Service Support Officer	No redundancy costs to be incurred as post currently vacant	(11,000)	(11,000)	(11,000)	Justine Hoy
13	Environmental Services		EDD000 D0901	Renegotiated service provider for air quality monitoring contract	No redundancy costs to be incurred as post currently vacant	(7,000)	(7,000)	(7,000)	Justine Hoy
14	Environmental Services		EBA000 D0402	Reduction in subscriptions as a result of shared on line system with Legal		(3,000)	(3,000)	(3,000)	Justine Hoy
15	Environmental Services		EBA000 D0604	Reduction in officers mobile phone allowances		(3,500)	(3,500)	(3,500)	Justine Hoy
16	Environmental Services		ADX000 D0501	Reduce CSC consultancy budget further		0	(3,100)	(3,100)	Danielle Negrello
17	Environmental Services		EDD000 D0501	Reduce consultancy budget for contaminated land	(As a result of working with Dacorum BC)	0	(1,600)	(1,600)	Justine Hoy
18	Environmental Services		ABE000 A0101	Review Community Safety Service at end of 2013/14	May be redundancy costs-dependent upon review.	0	(50,000)	(50,000)	Justine Hoy
				<b>Sub total</b>		<b>(89,410)</b>	<b>(176,400)</b>	<b>(176,400)</b>	
19	Community Services		JAN000 D0902	Budget no longer required due to access to Orchard system obsolete		(4,000)	(4,000)	(4,000)	Rachel Dawson
20	Community Services		DDI000 D0652	Christmas lights - procurement savings through tendering		(7,800)	(7,800)	(7,800)	Gary Oliver
21	Community Services		DNC000 D1139	Reduction in transitional commissioning budget for youth services	HCC are the lead agency for providing statutory Youth services. When WBC ceased direct delivery of its Youth service provision some years ago, this budget was allocated to help ease any transitional work arrangements required and to fund any joint initiatives with HCC. This is no longer a priority area for WBC but a proportion of the budget will need to be retained to continue a commitment to free swimming and gym linked to achieving health partnership priorities. It is recommended that the residual budget of £10,250 is transferred to code DGL 000 D0902 for that purpose.	(30,000)	(30,000)	(30,000)	Gary Oliver
22	Community Services		DEA000	Museum	A full time vacancy prompted a restructure of the Museum service. This has generated savings whilst establishing a more resilient structure at the museum and reducing the requirement to take on agency staff.	(15,380)	(15,380)	(15,380)	Gary Oliver
23	Community Services		WAY156	Commissioning Grants & 3rd sector	An overall target of £100k has been set to seek to achieve from implementation of the Commissioning Framework (CF) and a review of the budgets associated with this service area. An opportunity to achieve £53,180 savings has been identified from the review of the budgets (see above) and is recorded on separate documents (Youth and Christmas Lights). This leaves a target of £46,820 to be achieved from the service commissioning process as identified at Cabinet on the 6 <sup>th</sup> October 2012. A final figure of savings will emerge by Dec 2012 as the commissioning process progresses	(46,820)	(46,820)	(46,820)	Gary Oliver
24	Community Services		WAY140	Arts Events & Heritage	The target would be to achieve costs savings in the delivery of the towns Arts, Culture and Events offer. Redundancy costs may apply but have not been calculated	0	(50,000)	(50,000)	Gary Oliver
25	Community Services		JAJ000	Housing	Procurement for managing Hostels - saving on Management fee	(72,000)	(72,000)	(72,000)	Rachel Dawson
				<b>Sub total</b>		<b>(176,000)</b>	<b>(226,000)</b>	<b>(226,000)</b>	

26	Planning				Restructure in Planning	Unlikely to deliver DPD's to current timescales. 2013/14 part year effect as expected saving starting from 1 July	(37,500)	(50,000)	(50,000)	Jane Custance
27	Planning				Review of Parking Service	Can only be achieved if the IT system at the Parking shop is upgraded. 2013/14 part year effect as expected saving starting from 1 July	(30,000)	(40,000)	(40,000)	Jane Custance
28	Planning				Reduce bus subsidy for the 318 & 319 service	Over provision in budget	(20,000)	(20,000)	(20,000)	Jane Custance
					<b>Sub total</b>		<b>(87,500)</b>	<b>(110,000)</b>	<b>(110,000)</b>	
29	Strategic Finance				Reduction in External Audit fee	Notification received from Grant Thornton	(20,000)	(20,000)	(20,000)	Bernard Clarke
30	Strategic Finance				Reduction in Bad Debt provision	This has been reviewed and there is sufficient provision within the Council's accounts	(150,000)	(150,000)	(150,000)	Bernard Clarke
31	Strategic Finance				Consultancy	Use of Consultancy services continues to reduce	(7,500)	(7,500)	(7,500)	Bernard Clarke
32	Strategic Finance				Audit	Reduced number of audit days required	(32,370)	(34,380)	(36,410)	JSSC 19/11/12
33	Strategic Finance				HR - Programme Management	WBC share of saving due to cessation of relocation expenses for HR, ICT and Finance and Revenue & Benefits	(25,000)	(25,000)	(25,000)	Bernard Clarke
34	Strategic Finance			Yes	Finance Recharge	Anticipated reduced recharge from Shared Services	(16,370)	(2,560)	8,440	JSSC 19/11/12
					<b>Sub total</b>		<b>(251,240)</b>	<b>(239,440)</b>	<b>(230,470)</b>	
					<b>GRAND TOTAL</b>		<b>(764,180)</b>	<b>(845,160)</b>	<b>(836,190)</b>	



Revenue Growth		10/01/2013				APPENDIX 3			
No.	Section	Already Included in MTFS - Unavoidable Growth	Cost Centre	Item	Comment	2013/14	2014/15	2015/16	Requested by
						£	£	£	
1	Legal & Property		ADH000 D0535	Web end user licence for copyright	Copyright have set fees - legal requirement	500	500	500	Carol Chen
2	Legal & Property		AGY000 D0622	Fee Modern.gov committee management system	Additional cost of hosting the website as advised by ICT	2,120	2,230	2,340	Carol Chen
3	Planning		GAA000 A0101	New posts of Programme/ Project Managers to deliver major schemes - Health Campus, Charter Place etc..	Posts expected to be 50% chargeable to capital. Only revenue estimates effect shown here	63,000	63,000	63,000	Jane Custance
4	Environmental services		KMH000 J0204	Reduction from HCC for the Alternative Financial Model grant	reduced from £ 187,760 to £150,000	37,760	37,760	37,760	Alan Gough
5	Revenues & Benefits	Yes	BAC900 F0108	Discretionary Relief	Volume of applicants entitled to this relief has increased	70,000	70,000	70,000	Phil Adlard
6	Revenues & Benefits	Yes	BAK900 J0109	Benefits administration Grant	Notification of reduction from DWP 26/10/12	36,000	36,000	36,000	Phil Adlard
7	Revenues & Benefits	Yes	BAD900 E0101	Revenues Recharge	Anticipated additional recharge from Shared Services	13,850	25,390	32,690	JSSC 19/11/12
8	Revenues & Benefits	Yes	BAF900 E0101	Benefit Recharge	Anticipated additional recharge from Shared Services	160,380	32,660	39,460	JSSC 19/11/12
9	HR - Shared Services	Yes	ALA900 E0101	HR Recharge	Anticipated additional recharge from Shared Services	34,670	46,030	50,120	JSSC 19/11/12
10	ICT - Shared Services	Yes	AWA900 E0101	ICT Recharge	Anticipated additional recharge from Shared Services	11,890	1,860	13,640	JSSC 19/11/12
12	Strategic Finance	Yes	BJA200 N0204	Interest Earned	Investment income will fall as funding of the capital programme diminishes the size of the Councils investment portfolio	55,000	55,000	55,000	Bernard Clarke
13	Strategic Finance	Yes	BJC000 D1003	Price inflation only permitted on fuel, utilities and business rates	Equates to a 10% uplift	70,000	70,000	70,000	Bernard Clarke
14	Strategic Finance	Yes	APA000 A0101	Head of Strategic Finance - post deleted	Only 50% saving available because Watford will have to fund a Joint Section 151 Officer. Only part year in 2013/2014	70,000	50,000	50,000	Manny Lewis
15	Strategic Finance	Yes	BJC000D1002	Pay Inflation at 1% plus increments	An additional 1% has been provided within Strategic Finance Contingency (£150k)	223,000	210,000	210,000	Bernard Clarke
<b>Total</b>						<b>848,170</b>	<b>700,430</b>	<b>730,510</b>	

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### Fees and Charges 2013/14 - Budget Movement Reconciliation

	2011/12 Actual	2012/13 Original Budget	Budget Variance <i>Note</i> : ( ) represent a favourable variance	2013/14 Original Budget
<b>COMMUNITY SERVICES (WBC as provider)</b>				
Arts, Events and Heritage	(7,375)	(3,220)	(2,580)	(5,800)
Parks, Pitches & Woods	(60,543)	(57,500)	(7,700)	(65,200)
Community Centres	(45,281)	(4,500)	0	(4,500)
Allotments	(15,937)	(24,000)	0	(24,000)
Cheslyn Gardens	(2,767)	(3,200)	200	(3,000)
Cemeteries	(207,650)	(198,860)	(12,290)	(211,150)
Housing	(531,403)	(475,000)	(85,500)	(560,500)
	<b>(870,956)</b>	<b>(766,280)</b>	<b>(107,870)</b>	<b>(874,150)</b>
<b>COMMUNITY SERVICES (Outsourced provider)</b>				
SLM & Related Income	(56,930)	(84,170)	0	(84,170)
	<b>(56,930)</b>	<b>(84,170)</b>	<b>0</b>	<b>(84,170)</b>
<b>ENVIRONMENTAL SERVICES</b>				
Trade Waste	(641,132)	(686,380)	(33,140)	(719,520)
Domestic Waste	(9,187)	(9,350)	0	(9,350)
Recycling Banks	(24,374)	(26,000)	11,600	(14,400)
Kerbside Recycling	(310,920)	(241,390)	64,340	(177,050)
Specials & Street Cleansing	(72,566)	(70,320)	12,530	(57,790)
Licenses	(169,358)	(146,630)	(850)	(147,480)
Other Licenses	(15,869)	(7,210)	400	(6,810)
Gaming Licenses	(115,523)	(101,540)	3,830	(97,710)
Pest Control	(23,337)	(26,350)	4,750	(21,600)
Stray Dogs	(2,702)	(2,500)	(290)	(2,790)
Miscellaneous	(57,681)	(9,180)	(10,150)	(19,330)
Customer Services (incl Information Unit)	(7,620)	(10,000)	0	(10,000)
	<b>(1,450,270)</b>	<b>(1,336,850)</b>	<b>53,020</b>	<b>(1,283,830)</b>
<b>PLANNING SERVICES</b>				
Parking - Controlled Parking Zones (❖ see below)	(1,397,106)	(1,333,100)	(9,450)	(1,342,550)
Parking - Other (incl Avenue, Longspring & Town Hall)	(255,101)	(276,370)	9,810	(266,560)
Building Control	(242,304)	(198,000)	500	(197,500)
Development Control (incl Policy Team)	(311,720)	(337,600)	41,000	(296,600)
Land Searches	(106,071)	(40,000)	(20,000)	(60,000)
	<b>(2,312,302)</b>	<b>(2,185,070)</b>	<b>21,860</b>	<b>(2,163,210)</b>
<b>LEGAL &amp; PROPERTY SERVICES</b>				
Watford Market (■ see below)	(437,909)	(287,780)	287,780	0
Town Hall Facilities	(55,371)	(99,000)	5,710	(93,290)
Elections Unit	(3,643)	(1,500)	(1,000)	(2,500)
Legal Services (incl Filming)	(49,587)	(31,750)	7,620	(24,130)
	<b>(546,510)</b>	<b>(420,030)</b>	<b>300,110</b>	<b>(119,920)</b>
<b>REVENUES &amp; BENEFITS</b>				
Council Tax (Single Person Discount)	0	(5,000)	3,000	(2,000)
	<b>0</b>	<b>(5,000)</b>	<b>3,000</b>	<b>(2,000)</b>
Sub Total	<b>(5,236,968)</b>	<b>(4,797,400)</b>	<b>270,120</b>	<b>(4,527,280)</b>
<b>Less</b> : Parking - Controlled Parking Zones (❖ see above)	1,397,106	1,333,100	9,450	1,342,550
Watford Market (■ see above)	437,909	287,780	(287,780)	0
Total	<b>(3,401,952)</b>	<b>(3,176,520)</b>	<b>(8,210)</b>	<b>(3,184,730)</b>

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## **Council Fees & Charges Concessions Policy - April 2011**

### **Policy**

Concessions will be available to residents on identified income related benefits. The identified income related benefits are:

1. Housing Benefit, in the form of Rent Allowance or Local Housing Allowance for people living in rented accommodation
2. Council Tax benefit
3. Income Support
4. Job Seekers Allowance (Income based)
5. Working Tax Credit
6. Child tax credit
7. Guaranteed Pension Credit (not 'Savings Pension Credit')
8. Employment and Support Allowance (Income based)

This list will change as changes are made to the names of the benefits or the benefits themselves.

No concession is applied on the grounds of age (except for under 18 teams hiring of football pitches) or disability unless the resident is in receipt of benefits.

### **Proof of Benefits**

Residents will need to confirm the type of the benefit they are claiming and to give permission for a check to be made with Revenues & Benefits that this is the case.

### **Amount of concession**

The amount of concession will be to apply a 50% reduction for all fees and charges.

### **Variations**

For use of the Council's sports pitches the existing arrangements that provide for subsidised fees for junior (under 18) sports teams to use pitches is to continue so as to encourage usage and sport participation (concession to be harmonised to 50%) .

Leisure Centres operate different specific concessions for particular activities

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	<b>2011/12</b>	<b>2012/13</b>	<b>2013/14</b>	<b>2014/15</b>	<b>2015/16</b>
	<b>Actual</b>	<b>Original Budget</b>	<b>Draft Budget</b>	<b>Draft Budget</b>	<b>Draft Budget</b>
<b>WA5020 - Community Services</b>					
WA7090 - Allotments	225,937	218,450	216,980	221,530	225,980
WA7100 - Community Services Support	0	0	0	0	0
WA7110 - Cemeteries	384,476	453,900	422,810	432,640	441,710
WA7120 - Parks Development	1,540,718	1,513,490	1,470,680	1,492,310	1,511,470
WA7130 - Children's Services	469,430	564,470	546,840	555,560	563,710
WA7140 - Arts Events And Heritage	477,797	536,830	520,750	529,430	536,190
WA7150 - Client Commissioning	1,125,654	971,020	1,030,380	1,031,360	1,032,110
WA7152 - Sports Development	114,834	123,050	126,270	127,260	128,020
WA7154 - Community Centres	682,694	425,580	433,710	433,830	433,970
WA7156 - Grants And 3rd Sector	1,322,405	1,151,570	1,017,900	995,490	999,050
WA7170 - Prevent	19,138	2,500	0	0	0
WA7180 - Enabling	224,860	84,770	163,440	166,430	168,270
WA7185 - WBC Properties	-158,693	-84,750	-194,300	-189,370	-183,950
WA7200 - Housing Needs	663,944	637,740	360	370	370
WA7210 - Homelessness Preventn & Advce	476,473	413,300	0	0	0
WA7225 - Housing Supply	0	0	1,462,440	1,469,550	1,477,590
WA7235 - Housing Demand	0	0	475,110	483,640	493,010
WA7780 - Private Sector Team	707,048	1,188,240	0	0	0
	<b>8,276,715</b>	<b>8,200,160</b>	<b>7,693,370</b>	<b>7,750,030</b>	<b>7,827,500</b>

**WA5030 - Environmental Services**

WA7040 - Community Safety	144,221	193,310	127,660	129,290	130,420
WA7050 - Support Services	29,050	0	0	0	0
WA7060 - Customer Services	0	0	0	0	0
WA7220 - Support Team	0	0	0	0	0
WA7230 - Environmental Health Section	1,434,933	1,471,560	1,477,220	1,496,550	1,512,630
WA7250 - Licensing Section	76,912	79,710	130,730	134,570	139,350
WA7255 - Sustainability	43,685	36,540	36,920	37,300	37,610
WA7260 - Support Team	0	0	0	0	0

	<b>2011/12</b>	<b>2012/13</b>	<b>2013/14</b>	<b>2014/15</b>	<b>2015/16</b>
	<b>Actual</b>	<b>Original Budget</b>	<b>Draft Budget</b>	<b>Draft Budget</b>	<b>Draft Budget</b>
WA7270 - Street Cleansing Operations	1,776,935	1,829,910	1,890,980	1,915,800	1,933,270
WA7275 - Street Cleansing Special Proj.	144,811	187,110	183,740	184,460	184,990
WA7280 - Support Team	0	0	0	0	0
WA7290 - Refuse & Recycling	2,256,945	2,547,920	2,591,180	2,640,020	2,670,260
WA7300 - Depot And Vehicles	0	0	0	0	0
	<b>5,907,492</b>	<b>6,346,060</b>	<b>6,438,430</b>	<b>6,537,990</b>	<b>6,608,530</b>

**WA5040 - Legal And Property Services**

WA7010 - Management Team	68,856	0	0	0	0
WA7020 - Performance And Engagement	150,000	7,570	2,660	2,540	2,560
WA7030 - Communications	261,408	264,130	226,710	229,600	232,140
WA7320 - Democratic Services	1,188,304	1,250,070	1,273,510	1,286,670	1,297,690
WA7330 - Elections	227,694	340,680	251,310	403,160	335,560
WA7350 - Property Mgt	477,003	374,790	494,190	490,580	395,330
WA7360 - Commercial	-3,938,506	-4,041,230	-3,726,400	-3,593,300	-3,421,440
WA7370 - Charter Place	-1,789,399	-1,487,350	-1,735,440	-1,759,570	-1,724,760
WA7380 - CCTV	306,946	334,760	331,900	331,980	332,300
WA7390 - Public Conveniences	174,668	156,080	149,560	150,870	152,550
WA7395 - Buildings And Projects	70,477	0	6,010	6,320	6,660
WA7400 - Facilities And Emergency Plng	65,667	73,770	75,450	76,040	76,580
WA7410 - Maintenance And Projects	6,182	5,870	6,120	6,070	6,120
	<b>-2,730,701</b>	<b>-2,720,860</b>	<b>-2,644,420</b>	<b>-2,369,040</b>	<b>-2,308,710</b>

**WA5050 - Planning**

GAA000 - Policy Team	617,917	580,020	654,620	636,460	643,520
GED000 - Economic Development	4	11,900	11,900	11,900	11,900
WA7420 - Development Control	737,766	665,350	759,590	771,410	785,750
WA7430 - Building Control	243,625	280,380	300,380	303,660	308,220
WA7440 - Land Charges	-21,073	38,990	20,140	21,150	21,900
WA7450 - Transport	1,393,381	685,940	2,394,070	2,397,560	2,399,470



	<b>2011/12</b>	<b>2012/13</b>	<b>2013/14</b>	<b>2014/15</b>	<b>2015/16</b>
	<b>Actual</b>	<b>Original Budget</b>	<b>Draft Budget</b>	<b>Draft Budget</b>	<b>Draft Budget</b>
WA7460 - Miscellaneous	69,765	59,090	69,660	69,680	69,700
WA7470 - Parking	-186,407	-159,500	-157,210	-157,050	-156,870
	<b>2,854,977</b>	<b>2,162,170</b>	<b>4,053,150</b>	<b>4,054,770</b>	<b>4,083,590</b>

**WA5060 - Managing Director**

WA7490 - Corporate Management	1,763,730	1,492,500	1,415,240	1,405,800	1,427,880
	<b>1,763,730</b>	<b>1,492,500</b>	<b>1,415,240</b>	<b>1,405,800</b>	<b>1,427,880</b>

**WA5070 - Strategic Finance**

WA7500 - Finance Services	219,197	221,010	201,730	201,820	201,890
WA7510 - Finance Services Client	77,881	126,580	123,000	123,880	124,340
WA7520 - Audit And Fraud Client	0	0	0	0	0
WA7530 - Income Administration Client	0	0	0	0	0
WA7540 - Taxation Client	1,037,760	783,250	893,010	880,990	893,940
WA7550 - Housing Benefits Client	-479,833	610,260	925,270	809,410	822,490
WA7555 - Debt Recovery	0	0	0	0	0
WA7560 - ICT Services Client	0	0	0	0	0
WA7580 - ICT Projects	24,834	0	0	0	0
WA7600 - Human Resources Team	0	0	0	0	0
WA7610 - Corporate Employee Expenses	0	0	0	0	0
WA7645 - Other Expenditure & Income	-1,640,373	0	0	0	0
WA7650 - Interest	8,528,895	-214,550	-159,550	-109,550	-59,550
WA7655 - Other Financing & Investment	12,960,131	1,311,000	2,200,000	2,200,000	2,200,000
WA7660 - Contrib Transfers & Misc Expnd	334,312	513,710	327,070	-5,730	-377,430
WA7670 - Corporate Costs	413,226	0	561,460	561,460	561,460
	<b>21,476,030</b>	<b>3,351,260</b>	<b>5,071,990</b>	<b>4,662,280</b>	<b>4,367,140</b>

**WA5075 - Shared Services Implementation**

WA7080 - Shared Services Implementation	30,817	29,520	4,240	0	0
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	<b>2011/12</b>	<b>2012/13</b>	<b>2013/14</b>	<b>2014/15</b>	<b>2015/16</b>
	<b>Actual</b>	<b>Original Budget</b>	<b>Draft Budget</b>	<b>Draft Budget</b>	<b>Draft Budget</b>
	<b>30,817</b>	<b>29,520</b>	<b>4,240</b>	<b>0</b>	<b>0</b>
<b>WA5090 - Capital &amp; IAS19 Adjustments</b>					
WA7918 - Capital & IAS19 Adjustments	-22,747,734	-6,236,810	-7,010,520	-7,010,520	-7,010,520
WA7919 - Capital-Deprec & REFCUS Adj.	0	2,273,050	0	0	0
	<b>-22,747,734</b>	<b>-3,963,760</b>	<b>-7,010,520</b>	<b>-7,010,520</b>	<b>-7,010,520</b>
	<b>14,831,328</b>	<b>14,897,050</b>	<b>15,021,480</b>	<b>15,031,310</b>	<b>14,995,410</b>

**MEDIUM TERM FINANCIAL STRATEGY: JANUARY 2013**  
**General Fund Budget Projections 2012/13 - 2016/17 as at 8 January 2013**

	2012/13	2013/14	2014/15	2015/16	2016/17
<b>Base</b>	<b>15,839,830</b>	<b>15,243,510</b>	<b>15,021,480</b>	<b>15,031,310</b>	<b>14,995,410</b>
Service Prioritisation: Phase 1	(894,780)	(128,000)	(47,250)	-	-
Council Roadmap Efficiencies	(672,810)	(649,000)	(671,190)	(671,190)	-
Council Roadmap Contingency	-	100,000	250,000	250,000	-
Reduced Investment Interest	55,000	50,000	50,000	50,000	-
Commercial Rents	105,490	50,000	68,000	68,000	-
Revenues and Benefits: Reduced administration grant	21,000	-	-	-	-
Elections - cyclical profile	(75,000)	150,000	(70,000)	(70,000)	-
Shared Services - Operating Costs / Phase 2	(24,040)	(101,050)	40,980	40,980	-
Pay Inflation / Increments	228,460	200,000	190,000	210,000	210,000
Employer's Superannuation Contributions	-	201,160	160,000	-	160,000
Contract / Utilities / Fuel Inflation / C Tax	-	74,130	86,310	86,310	70,000
Fees and charges review	-	(8,210)	-	-	-
Approved growth	70,000	103,380	-	-	-
NINDR Discretionary Rate Relief	-	-	-	-	-
Cultural Quarter running expenses	-	33,000	-	-	-
<b>Net Expenditure</b>	<b>15,243,510</b>	<b>15,021,480</b>	<b>15,031,310</b>	<b>14,995,410</b>	<b>15,435,410</b>
<b>Funded By:</b>					
Grant Settlement	5,418,740	4,765,720	4,289,000	4,075,000	3,870,000
Council Tax Support Funding	-	958,370	958,370	958,370	958,370
CT Benefit Transitional Relief	-	26,000	-	-	-
CLG Grant for Council Tax Freeze	206,460	204,690	204,690	-	-
CLG Grant for Council Tax Freeze	-	84,000	84,000	-	-
New homes bonus	1,516,360	2,048,000	2,300,000	2,600,000	2,800,000
New homes bonus to capital	(150,000)	(1,000,000)	(1,000,000)	(680,000)	-
Planned contribution to Earmarked Reserves	(150,000)	(150,000)	(150,000)	(150,000)	(150,000)
(To)/From Reserves to fund overspend	(6,511)	734,908	908,013	379,242	(14,200)
	6,985,049	7,671,688	7,594,073	7,282,612	7,464,170
<b>Council Tax Requirement</b>	<b>8,258,461</b>	<b>7,349,792</b>	<b>7,437,237</b>	<b>7,712,798</b>	<b>7,971,240</b>
CTR target	8,258,461	7,349,792	7,437,237	7,712,798	7,971,240
Council Tax Base	33,055	29,418	29,768	30,118	30,368
<b>Council Tax % increase</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2.50</b>	<b>2.50</b>
Average charge	249.84	249.84	249.84	256.09	262.49
Collection rate as a percentage	-	97.00	97.00	97.00	97.00

Corp director £135K + Dir Fin £93k

BJA200-N0204

See WP

BAK900-J0109

AGR000-D0101

Per Shared Service budget set 19-Nov-2012

2014/15 as advised by HCC Pensions

Pending inflation assumptions

As per fees &amp; charges report

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## NOTES TO THE COUNCIL TAX BASE – 2013/14

- 1 The Local Government Finance Act 1992 requires Councils which collect the Council Tax (known as “Billing Authorities”) to carry out certain functions. This includes the calculations in Sections 31 to 37 of the Act concerned with setting the Council Tax. These calculations produce the Council Tax Base, which is used to work out the basic amount of Council Tax. This must be notified to Hertfordshire County Council and Hertfordshire Police Authority (known as precepting authorities) between 1<sup>st</sup> December and 31<sup>st</sup> January in the financial year before that to which the Tax Base applies.
- 2 The methodology for calculating the base is contained within The Local Authorities (Calculation of Council Tax Base)(England) Regulations 2012 (SI2914/2012), “the Regulations”.
- 3 The calculation is made by applying the following formula:-

$$T = A \times B$$

where -

A is the total of the “relevant amounts” for that year for each of the valuation bands shown in the billing authority’s valuation list as applicable to one or more dwellings situated in its area;

B is the authority’s estimate of its collection rate for that year.

- 4 The Tax Base (denoted as “T”) is calculated by taking the total number of properties in each valuation band, reflecting the estimated discounts to be applied for single occupancy and empty properties, stating the net result in terms of Band D and applying to the total figure our best estimate of the rate of collection. Watford Borough Council will use the “T” figure to calculate its total Council Tax to be raised for the new financial year.
- 5 The formula set out in the regulations for the calculation of “A” is set out as:

$$\frac{((H - Q + E + J) - Z) \times E}{G}$$

where;

H is the number of chargeable dwellings in the area listed in the band on 30 November 2012 (described as ‘Dwellings’ in the Appendices); less the number of dwellings which were exempt on that day; plus or less the net number of full-year equivalent dwellings in each band resulting from properties being placed in a lower valuation band reflecting reductions for disabled persons under Section 13 of the Act. This is shown in Row 5.

Q is a factor to take into account the amount of discounts of council tax payable and is calculated by multiplying the number of dwellings affected by the relevant percentage discount. Shown in Row 12 of the table

J is the amount of any adjustment in respect of changes in the number of chargeable dwellings (described as “Additions and Reductions” in the Appendices). Shown in Row 15 of the table.

Z is the total amount that will be applied in accordance with the Council’s council tax reduction scheme in relation to the band expressed as an equivalent number of chargeable dwellings in that band. Shown in Row 17 of the table.

F is the number in the proportions 5:6:7:8:9:11:13:15:18 applicable to properties in Bands A Disabled to H respectively. Shown in Row 19 of the table.

G is the number, which, in that proportion, is applicable to dwellings in valuation Band D (i.e. 9). Shown in Row 20.

- 6 The result of the calculation is that “A” is determined as 30,328.30
- 7 For the purposes of calculating “T”, the assumed collection rate “B” has been determined to be 97%.
- 8 This results in the calculation of T being  $30,328.30 \times 97\% = \mathbf{29,418.45}$
- 9 The other authorities who raise monies from the residents of Watford (the precepting authorities) will also use this figure and those from other billing authorities within their area to determine their Band D charge (Hertfordshire County Council will require this information from all ten Hertfordshire Districts). They will then total their “T” figure, divide it into the net income they need to raise, to arrive at their Band D charge, which will be notified to each relevant Billing Authority (District Council) in the form of both Band D charge and monies to be paid over to them during the year.
- 10 This information will be determined and notified in February when the whole budget exercise incorporating our likely expenditure and the precepts from the County Council and Police Authority will result in the Council setting its Council Tax levels for 2013/14 at the Functions Committee on 28 February 2013.

Description	Band A Disabled	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H	Total
1. Dwellings	0.00	275.00	3,867.00	13,679.00	12,156.00	3,509.00	2,128.00	1,826.00	79.00	37,519.00
2. Exemptions	0.00	17.75	103.25	215.50	158.00	36.50	34.50	14.00	1.00	580.50
3. Long Term Empties	0.00	0.50	0.50	3.50	4.50	0.50	0.50	0.50	0.00	10.50
4. Disabled Relief	0.00	8.00	26.00	32.00	-29.00	-14.00	-2.00	-18.00	-3.00	0.00
<b>5. Chargeable Dwellings (H)</b>	<b>0.00</b>	<b>265.75</b>	<b>3,790.25</b>	<b>13,499.00</b>	<b>11,973.50</b>	<b>3,459.00</b>	<b>2,092.00</b>	<b>1,794.50</b>	<b>75.00</b>	<b>36,949.00</b>
6. Empty Class A	0.00	0.50	4.00	6.50	9.00	7.00	13.50	1.50	0.00	42.00
7. Empty Class C	0.00	2.75	10.75	19.00	15.00	2.50	2.00	0.50	0.00	52.50
8. Second Homes x 0%	0.00	10.00	62.00	86.00	61.00	10.00	8.00	8.00	1.00	246.00
9. Second Homes x 10%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10. Discounts x 25%	0.00	183.00	2,244.00	5,125.00	3,207.00	718.00	351.00	246.00	2.00	12,076.00
11. Discounts x 50%	0.00	0.00	0.00	5.00	6.00	9.00	4.00	10.00	14.00	48.00
<b>12. Discount Deduction (Q)</b>	<b>0.00</b>	<b>45.75</b>	<b>561.00</b>	<b>1,283.75</b>	<b>804.75</b>	<b>184.00</b>	<b>89.75</b>	<b>66.50</b>	<b>7.50</b>	<b>3,043.00</b>
13. Additions	0.50	18.50	21.00	33.00	1.00	0.00	0.00	0.00	0.00	74.00
14. Reductions	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>15. Total Adjustments (J)</b>	<b>0.50</b>	<b>18.50</b>	<b>21.00</b>	<b>33.00</b>	<b>1.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>74.00</b>
16. Sub-Total (H-Q+J)	0.50	238.50	3,250.25	12,248.25	11,169.75	3,275.00	2,002.25	1,728.00	67.50	33,980.00
<b>17. Reduction Scheme (Z)</b>	<b>0.00</b>	<b>72.40</b>	<b>956.44</b>	<b>2,009.98</b>	<b>1,354.23</b>	<b>213.48</b>	<b>60.87</b>	<b>26.44</b>	<b>0.00</b>	<b>4,693.84</b>
<b>18. Net Dwellings ((H-Q+J)-Z)</b>	<b>0.50</b>	<b>166.10</b>	<b>2,293.81</b>	<b>10,238.27</b>	<b>9,815.52</b>	<b>3,061.52</b>	<b>1,941.38</b>	<b>1,701.56</b>	<b>67.50</b>	<b>29,212.16</b>
19. Band Proportion (F)	5	6	7	8	9	11	13	15	18	
20. Band D Proportion (G)	9	9	9	9	9	9	9	9	9	
<b>21. Band D Equivalents</b>	<b>0.28</b>	<b>110.73</b>	<b>1,784.07</b>	<b>9,100.68</b>	<b>9,815.52</b>	<b>3,741.86</b>	<b>2,804.22</b>	<b>2,835.93</b>	<b>135.00</b>	<b>30,328.30</b>

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Cost Centre	Description	Balance 1-Apr-2013
VHF000	General Fund	-1,350,000.00
<b><u>Earmarked Reserves</u></b>		
VFD000	Car Parking	-272,520.00
VGH000	Charter Place	-476,240.00
VGU000	Le Marie Centre	-12,868.00
VHL000	Rent Deposit	-100,000.00
VHM000	Homeless Prevention	-112,238.00
VNL000	Climate Change	-48,470.00
VNN000	Re-cycling	-11,700.00
	<i>Sub-total Earmarked Reserves</i>	<b>-1,034,036.00</b>
<b><u>Capital Financing Reserves</u></b>		
VLM000	Capital Fund	-2,182,642.00
VGV000	Multi-Storey Car Parks	-182,784.00
VHG000	Leisure Structural Maintenance	-422,513.00
VLN004	Vehicle Replacement	-575,000.00
VLQ000	New Homes Bonus	-420,000.00
	<i>Sub-total Capital Financing Reserves</i>	<b>-3,782,939.00</b>
<b><u>General Reserves</u></b>		
VHN000	Housing Benefit Subsidy	-296,616.00
VLS000	Performance Reward Grant	-119,908.00
VLL000	Invest To Save	-1,287,580.00
VLP000	LA Business Growth Incentive	-621,145.00
VLR000	Area Based Grant	-86,050.00
VLTO00	Housing & PDG	-265,934.00
VLV000	Economic Impact	-1,854,276.00
VHK000	Exam In Public - LDF	-312,722.00
VLN002	Future Pension Funding	-1,375,000.00
VLN003	Insurance Fund	-100,000.00
VLW000	Development Sites - Decontamination	-1,310,324.00
	<i>Sub-total General Reserves</i>	<b>-7,629,555.00</b>
	<b>Grand Total Reserves</b>	<b>-12,446,530.00</b>

**Supplementary Notes:**

£1.5m of the Capital Fund Reserve has been earmarked for the new Market The New Homes B Bonus Reserve has been earmarked to the Health Campus LABV The Housing Benefit Subsidy Reserve has been reduced by £700k following External Audit certifying the 2011/2012 Subsidy Claim with minimal clawback of £3k. This has reduced the need for such a large reserve. The Economic Impact Reserve has been increased by £700k and is the primary reserve for meeting budget shortfalls.

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**KEY RISKS: Cabinet: 21st January 2013**

In considering the levels of expenditure within the revenue estimates (and use of reserves) for 2013/2014 and future years, it is important that Cabinet consider the levels of risk which could affect the spending profile during the year:

- **Central Government Funding**

Unquestionably the largest risks to the Council's financial planning relates to potential variations to central government funding. There is the issue of how much central funding will reduce and following the December 'Autumn Statement' these reductions look set to continue until 2018. In addition to the general funding reductions to local government, there is also the impact of changes to individual councils. In that respect, the recently introduced Business Rates Retention scheme can have a significant impact upon future income (both positive and negative). Should an authorities business rate base fall then the effect will be shared with central government whereas it would have all fallen to the Government through the operation of the 'National Pool'.

Similarly, changes to the local council tax benefit subsidy system has now resulted in local authorities experiencing a shortfall in funding which can be manipulated in future years and disadvantage councils further.

The New Homes Bonus currently favours Watford and any change in its construction in future years could severely effect the Council's financial position. Council tax freeze grant will cease in the near future and, combined with the current 'Capping' regime will result in increasing pressure for Councils to utilise all their available reserves (which in itself is a dangerous position to be in).

Essentially, Councils currently can only really budget one year at a time as the vagaries (and significance) of central government funding makes any firm medium term financial planning rather optimistic.

- **Budget Variations Generally**

The Council has had a good record of keeping revenue expenditure within budget although the economic recession (and particularly the effect upon the business community) has taken its toll upon the Council's commercial rent income. The reduced level of income has largely been factored into the Medium Term Financial Strategy but a portfolio of circa £6.2m clearly represents a considerable risk area.

In relation to specific budget heads the following notes highlight the major issues that may affect future years base budgets.

- **Pay Inflation**

The draft estimates have been prepared on the basis of an annual 1% pay award for the four year period 2013/2017. This represents a considerable risk should wage awards exceed this provision. This has been slightly ameliorated by the fact that the base estimates for 2012/2013 had allowed for a 1% pay award and it is now virtually certain that there will be a pay freeze in the current year. This 1% still remains within the base estimates so, in effect, a 2% available provision has been included for 2013/2014. A 1% award equates to circa £160k.

- **Road Map Efficiency Savings**  
 A target £2m of savings had been set in the period 2013/2015. Good progress has been made in 2013/2014 with £673k of savings having been identified. Future savings should also be realised from refuse, recycling, street cleansing, parks and open spaces. The potential outsourcing of ICT should realise a further circa £200k per annum.  
 A contingency of £350k has also been included within the Medium Term Financial Strategy for non achievement of the full £2m.
- **Investment Interest**  
 An anticipated reduction in the size of the investment portfolio combined with rates of interest already at rock bottom has largely reduced this income stream as a key risk.
- **Commercial Rents**  
 The economic downturn has had a significant effect upon the business community and this has affected the Council's commercial rent portfolio which had contributed circa £7m towards supporting revenue expenditure. The MTFS/ detailed estimates has allowed for shortfalls in income in 2013/2014 which should provide enough 'comfort'.
- **Housing Benefit Payments/Subsidy**  
 The strict requirements placed on external auditors by the Department of Work and Pensions, coupled with the highly complex nature of the benefits legislation, pose a risk to the Council's ability to recover all its costs. Consequently a provision against withheld subsidy should continue to be maintained and the earmarked reserve statement includes £297k to meet any unforeseen liability.
- **Watford's Pension Fund Deficit**  
 All local authorities have deficits within their pension funds and it is hoped that Government reforms will alleviate some of the problems. The great danger however is that in seeking to increase employee contributions and reduce ultimate benefits there will in fact be a reduction in contributors to the pension scheme. This is potentially a 'time bomb' that could well blow up in the future. The Council's MTFS has allowed for a 1% increase in employers contributions in 2014/2015 but this may well prove insufficient.
- **The Economic Downturn**  
 The impact of the current economic downturn has already been reflected within the detailed estimates in relation to commercial rents, fees and charges and an increased demands on Council services such as assistance to the homeless. Reduced collection of business rates due to bankruptcies will now be shared between local authorities and central government following the introduction of the Business rates retention scheme. This introduces a major area of uncertainty. For Council Tax, the anticipated collection level in 2013/2014 has been reduced to 97% (from 97.5% previously).

- **Legal Challenge**

It continues to be appropriate to take account of the risk of legal cases being brought against the Council. As there is no budget provision for court costs, there will always be a risk of costs arising and even if the Council is successful, costs are not always recoverable. It is difficult to anticipate the quantum of any potential legal challenge which would need to be assessed on an individual case basis. Associated with this the Council may be required to reimburse land charges fee income it has collected in the past. This issue effects all councils and will need to be closely monitored.

- **Capital Programme**

The draft capital budget shows that there all forecast available resources have been committed and any further development projects need to be closely evaluated.

- **Adequacy of Reserves**

Grant Thornton (the Council's external auditor) has reported to the Audit Committee on 10<sup>th</sup> January 2013 regarding the Council's 'financial resilience' and concluded the level of reserves are more than capable of covering the net cost of service expenditure and that the Council holds an above average level of reserves.

With all of the potential risks highlighted earlier it provides some comfort that Watford has a cushion to attempt to insulate its community from the worst of the national downturn.

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Capital Schemes		2010-16	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16
CC	General Fund Capital Schemes	6-Year Cost £	Actual Expenditure £	Actual Expenditure £	Current Budget £	Current Budget £	Current Budget £	Current Budget £
<b>WA6920</b>	<b>Key Projects</b>							
WAA920	Cardiff Road Health Campus	4,700,000	525,624	1,886,444	787,932	1,500,000	0	0
WAA923	Cardiff Road Health Campus-Contribution to LABV	3,000,000	0	0	0	0	1,500,000	1,500,000
WAA974	Colosseum Refurbishment	5,776,588	3,190,794	2,585,794	0	0	0	0
WAA167	Contribution to Croxley Rail Link	2,000,000	0	0	0	2,000,000	0	0
WAA983	Cultural Quarter Phase 1	4,786,000	67,920	124,620	448,637	2,553,279	1,389,494	202,050
WAA954	Green Spaces Strategy	1,041,432	123,932	358,367	348,633	210,500	0	0
WAA211	New Market	1,500,000	0	0	0	1,400,000	100,000	0
<b>WA6921</b>	<b>Environmental Services</b>							
WAJ602	Carbon Management / Climate Change	233,000	0	14,184	141,816	77,000	0	0
WAJ300	Decent Homes Assistance (privately owned)	712,834	138,208	166,649	207,977	200,000	0	0
WAJ800	Environmental Services Scheme (Empty Homes Assistan	121,925	0	44,975	76,950	0	0	0
WAJ600	Environmental Services Scheme (Handyman Assistance	36,701	0	27,628	9,073	0	0	0
WAA992	Green Waste Bins	48,015	18,060	11,955	18,000	0	0	0
WAA999	Handhelds for Street Cleansing	28,000	0	0	28,000	0	0	0
WAA151	5 New Collection Vehicles	650,000	0	0	0	650,000	0	0
WAA162	30,000 Wheelie Bins	600,000	0	0	0	600,000	0	0
WAA174	1,300 Eurobins	320,000	0	0	0	320,000	0	0
WAA975	Recycling Boxes	87,340	27,340	0	20,000	20,000	20,000	0
WAA161	Replacement Domestic Bins	60,000	0	0	20,000	20,000	20,000	0
WAA981	Trade Waste Recycling Bins	105,856	44,306	1,550	20,000	20,000	20,000	0
<b>WA6922</b>	<b>Community &amp; Leisure Services</b>							
WAB966	Cassiobury Park HLF Project	625,000	0	0	150,000	475,000	0	0
WAB921	Waterfield Recreation Ground Car Park Improvements*	11,068	0	1,068	10,000	0	0	0
WAA996	Woodside Access Improvements Phase 1	229,221	2,100	227,121	0	0	0	0
<b>WA6923</b>	<b>Housing Services</b>							
WAJ203	Affordable Housing	1,250,000	15,260	127,868	61,375	525,000	520,497	0
WAA987	Bringing standalone properties to Decent Homes stand	156,500	0	7,696	74,199	74,605	0	0
WAJ100	Disabled Facility Grants	2,783,068	552,700	558,636	571,732	550,000	550,000	0
WAJ301	Private Sector Stock Survey	24,000	3,125	0	0	20,875	0	0
<b>WA6924</b>	<b>Parking Services</b>							
WAA950	Upgrading / Resurfacing of Car Parks	174,101	4,101	47,860	32,140	55,000	35,000	0
<b>WA6925</b>	<b>Asset Management</b>							
WAA172	Ascot Road Regearing Valuation Support	0	0	0	0	0	0	0
WAA995	Backlog repairs to Council properties	1,804,714	15,139	333,081	456,495	500,000	500,000	0
WAA925	Charter Place	552,784	252,784	152,169	147,831	0	0	0
WAA963	Town Centre CCTV Relocation	487,526	2,527	(25,001)	20,355	489,645	0	0
WAA994	Depot Refurbishment	1,199,250	113,870	884,991	200,389	0	0	0
WAA993	Events Market	92,940	13,333	79,120	487	0	0	0
WAA267	Imagine Watford Project	67,064	0	0	67,064	0	0	0
WAA960	Feasibility and Disposal Upfront costs	400,000	0	0	0	300,000	100,000	0
WAB963	Guest Market (Indoor)	1,881	0	1,881	0	0	0	0
WAA163	Property Asset Management System	14,000	0	0	14,000	0	0	0
WNC031	Striping Way Cycle Path	8,000	0	0	8,000	0	0	0
WAA166	Voice Automated Telephony	30,000	0	0	30,000	0	0	0
<b>WA6926</b>	<b>ICT</b>							
WAA117	Customer Relationship Management System	40,000	0	29,824	10,176	0	0	0
WAA126	e-Democracy	34,076	18,052	16,024	0	0	0	0
WAA134	Environmental Health System	191,316	56,315	(12,939)	(3,933)	151,872	0	0
WAA132	ICT - DMP	15,000	0	0	0	15,000	0	0
WAA109	ICT-Hardware Replacement Prog	213,862	40,116	57,666	46,081	70,000	0	0
WAA980	Property Asset Management System	65,275	34,275	11,317	19,683	0	0	0
<b>WA6927</b>	<b>ICT - Shared Services</b>							
WAA136	ShS - E-Academy	42,694	0	42,694	0	0	0	0
WNC035	ShS - Govt Connect Sec XtraNet	62,003	7,563	7,850	46,590	0	0	0
WNC036	ShS - ICT Development	270,000	0	0	0	270,000	0	0
WAA982	ShS - Hardware Replacement Programme	39,947	2,352	24,075	13,520	0	0	0
WAB925	ShS - HR CPD Module	9,573	5,973	0	0	3,600	0	0
WAA137	ShS - Income Management	33,297	0	32,987	310	0	0	0
WNC034	ShS - Server Replacement	159,202	0	88,112	71,090	0	0	0
<b>WAA601</b>	<b>Corporate / Service Project Management</b>	2,470,636	400,000	413,226	552,470	552,470	552,470	0
<b>WA6990</b>	<b>New Schemes Requiring Approval</b>							
WAA201	Allotments Upgrades (WA6922)	810,000	0	0	0	410,000	400,000	0
WAA202	Farm Terrace Allotments relocation (WA6922)	750,000	0	0	0	400,000	350,000	0
WAA203	Atrium Phase 5 (GIS & Cad Intergration) (WA6925)	34,000	0	0	0	34,000	0	0
WAA204	Capitalised salaries (WA6920)	500,000	0	0	0	0	0	500,000
WAA205	Decent Homes Assistance (privately owned) (WA6921)	400,000	0	0	0	0	200,000	200,000
WAA218	Bringing standalone properties to Decent Homes stand	200,000	0	0	0	0	100,000	100,000
WAA206	Affordable Homes (WA6923)	250,000	0	0	0	0	0	250,000
WAA207	Disabled Facilities Grant (WA6923)	550,000	0	0	0	0	0	550,000
WAA209	Backlog Repairs (WA6925)	500,000	0	0	0	0	0	500,000
WAA210	Car Parks Structural Surveys (WA6925)	95,000	0	0	0	70,000	15,000	10,000
WAA212	Green Waste Bins	36,000	0	0	0	0	18,000	18,000
WAA213	Trade Waste Recycling Bins	20,000	0	0	0	0	0	20,000
WAA214	Replacement Domestic Bins	20,000	0	0	0	0	0	20,000
WAA215	Environmental Health System	90,000	0	0	0	0	45,000	45,000
WAA216	ICT-Hardware Replacement Prog	160,000	0	0	0	0	80,000	80,000
WAA217	ShS - Hardware Replacement Programme	54,000	0	0	0	18,000	18,000	18,000
WAA219	Hurling Club Relocation	550,000	0	0	0	550,000	0	0
WAA220	Redevelopment Opportunities	3,000,000	0	0	0	0	3,000,000	0
new	ICT-Project Management Provision	360,000	0	0	0	120,000	120,000	120,000
	<b>Total New Schemes Requiring Approval</b>	<b>8,379,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,602,000</b>	<b>4,346,000</b>	<b>2,431,000</b>
	<b>Total General Fund Capital Schemes</b>	<b>47,744,692</b>	<b>5,675,771</b>	<b>8,329,492</b>	<b>4,727,072</b>	<b>15,225,846</b>	<b>9,653,461</b>	<b>4,133,050</b>

Capital Schemes		2010-16	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16
CC	Section 106 Funded Schemes	6-Year Cost £	Actual Expenditure £	Actual Expenditure £	Current Budget £	Current Budget £	Current Budget £	Current Budget £
<b>WA6928</b>	<b>Section 106 Funded Schemes</b>							
WNF020	Aspen Park Drive Playground	24,869	24,869	0	0	0	0	0
WAB944	Berry Avenue Play Area	60,000		0	0	60,000	0	0
WAB947	Callowland Recreation Ground	555,000		12,914	342,086	200,000	0	0
WAA154	Cassiobury Park - improvements to tea pavillion	0	0	0	0	0	0	0
WAA153	Cassiobury Park - Shepherds Road entrance	0	0	0	0	0	0	0
WAA155	Cassiobury Park - toilet improvements	0	0	0	0	0	0	0
WNC025	Cassiobury Park Study Ancillary Facilities	26,830	7,878	18,953	0	0	0	0
WAB964	Centennial House Landscaping & Maintenance	1,050			450	390	210	0
WAB928	Central Primary School Play Area	40,000		0	40,000	0	0	0
WAB961	Cherry Tree Allotments	33,000		0	33,000	0	0	0
WAB951	Colne River Project	992,216		39,819	452,397	250,000	250,000	0
WNC004	Colne Valley Improvements	106,913	39,129	28,930	18,854	20,000	0	0
WAB934	Courtlands Close Play Area	40,000		38,993	1,007	0	0	0
WNC018	Cow Lane Improvements	23,000	0	0	23,000	0	0	0
WAB300	Croxley Rail Link	1,125,846	0	146	3,138	1,122,562	0	0
WAB940	East Drive Play Area	120,000		0	0	120,000	0	0
WAB936	Estcourt Road Improvements	15,000		0	15,000	0	0	0
WAB965	Farm Terrace Allotments	0		0	0	0	0	0
WAB952	Fern Way Play area landscaping	15,000		0	15,000	0	0	0
WAB959	Garston Park	62,000		0	0	62,000	0	0
WAB938	Goodwood Rec Play Area improvements	29,274		22,114	7,160	0	0	0
WAB941	Harebreaks Rec Ground Play Area	121,000		0	121,000	0	0	0
WAB927	Harwoods Rec Play Area	145,000		0	145,000	0	0	0
WAB931	Himalayan Way Play Area	100,000		0	0	100,000	0	0
WAB932	Jellicoe Road Play Area improvements	11,000		0	11,000	0	0	0
WAB950	King George V Playing Field	350,000		12,723	62,277	275,000	0	0
WNC030	Knutsford Playing Fields - changing facilities	454,684	54,412	400,272	0	0	0	0
WAB954	Knutsford Road	100,000		979	99,021	0	0	0
WAB955	Leavesden Green Rec MUGA	50,000		0	50,000	0	0	0
WAB962	Local Nature Reserves	80,000		21,175	18,825	20,000	20,000	0
WAB958	Local Park Improvements	250,000		67,073	57,927	62,500	62,500	0
WAB943	Meriden Park Play Area	250,000		222,000	28,000	0	0	0
WNC022	Multi-use Games at Meriden	120,000	0	0	120,000	0	0	0
WAB956	North Watford Cemetery	75,000		4,000	0	71,000	0	0
WAB929	North Watford Playing Fields Play Area	51,000		42	50,958	0	0	0
WAB949	Oxhey Park	550,000		21,000	79,000	450,000	0	0
WNC011	Oxhey Park	129,815	61,836	67,979	0	0	0	0
WNC014	Oxhey Park Bridge	225,519	210,293	10,955	4,271	0	0	0
WAB953	Radlet Road MUGA	30,000		0	30,000	0	0	0
WAB946	Ridgehurst Avenue Play Area	50,000		0	0	50,000	0	0
WAB948	Riverside Recreation Ground	330,000		0	30,000	300,000	0	0
WAB935	Skate Park improvements	30,000		0	0	30,000	0	0
WAB945	Southwold Road Play Area	50,000		0	0	50,000	0	0
WAB930	St. Johns Road Play Area	31,000		25,324	5,676	0	0	0
WAB926	Stamford Road Rec Play Area	17,000		16,896	104	0	0	0
WAB933	Stripling Road Play Area improvements	10,000		0	10,000	0	0	0
WAB957	Vicarage Road Cemetery	75,000		4,000	0	71,000	0	0
WNF010	Waterfield Rec & Knutsford PG	160,000	0	6,039	153,961	0	0	0
WAB942	Waterfields Rec Play Area	100,000		0	20,000	80,000	0	0
WAB939	Watford Fields Play Area	20,000		20,000	0	0	0	0
WAB211	Watford Museum	76,435		2,659	73,776	0	0	0
WAB960	Wiggenhall Allotments	75,000		51,199	23,801	0	0	0
WNC021	Woodside Playing Field - Green Flag	192,180	156,541	35,639	0	0	0	0
<b>WA6928</b>	<b>Total Section 106 Funded Schemes</b>	<b>7,579,631</b>	<b>554,957</b>	<b>1,151,823</b>	<b>2,145,689</b>	<b>3,394,452</b>	<b>332,710</b>	<b>0</b>



Capital Schemes		2010-16	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16
CC	Summary of Schemes	6-Year Cost £	Actual Expenditure £	Actual Expenditure £	Current Budget £	Current Budget £	Current Budget £	Current Budget £
WA6920	Key Projects	22,804,021	3,908,270	4,955,225	1,585,202	7,663,779	2,989,494	1,702,050
WA6921	Environmental Services	3,003,670	227,914	266,940	541,816	1,907,000	60,000	0
WA6922	Community & Leisure Services	865,290	2,100	228,190	160,000	475,000	0	0
WA6923	Housing Services	4,213,568	571,085	694,200	707,306	1,170,480	1,070,497	0
WA6924	Parking Services	174,101	4,101	47,860	32,140	55,000	35,000	0
WA6925	Asset Management	4,658,160	397,654	1,426,240	944,621	1,289,645	600,000	0
WA6926	ICT	559,530	148,759	101,892	72,007	236,872	0	0
WA6927	ICT - Shared Services Joint Committee	616,716	15,888	195,718	131,510	273,600	0	0
WA6928	Section 106 Funded Schemes	7,579,631	554,957	1,151,823	2,145,689	3,394,452	332,710	0
WA6929	Corporate / Service Project Management	2,470,636	400,000	413,226	552,470	552,470	552,470	0
WA6990	New Schemes Requiring Approval	8,379,000	0	0	0	1,602,000	4,346,000	2,431,000
WA4900	<b>Total All Schemes</b>	<b>55,324,323</b>	<b>6,230,728</b>	<b>9,481,315</b>	<b>6,872,761</b>	<b>18,620,298</b>	<b>9,986,171</b>	<b>4,133,050</b>

Capital Schemes		2010-16	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16
	Capital Programme Financing	6-Year Cost £	Actual Expenditure £	Actual Expenditure £	Current Budget £	Current Budget £	Current Budget £	Current Budget £
	General Fund Programme	47,744,692	5,675,771	8,329,492	4,727,072	15,225,846	9,653,461	4,133,050
	S106 Programme	7,579,631	554,957	1,151,823	2,145,689	3,394,452	332,710	0
	<b>Total Capital Programme</b>	<b>55,324,323</b>	<b>6,230,728</b>	<b>9,481,315</b>	<b>6,872,761</b>	<b>18,620,298</b>	<b>9,986,171</b>	<b>4,133,050</b>
	Grants & Contributions				425,000	1,770,000	200,000	0
	Reserves				100,000	1,500,000	1,700,000	1,500,000
	Capital Receipts				4,202,072	11,955,846	7,753,461	2,633,050
	S106 Contributions				2,145,689	3,394,452	332,710	0
	<b>Total Capital Financing</b>				<b>6,872,761</b>	<b>18,620,298</b>	<b>9,986,171</b>	<b>4,133,050</b>

				2012/13	2013/14	2014/15	2015/16
	Available Funding - Capital Receipts			Current Budget £	Current Budget £	Current Budget £	Current Budget £
	Balance Brought Forward			12,872,093	11,670,021	4,714,175	(39,286)
	Used for Financing			(4,202,072)	(11,955,846)	(7,753,461)	(2,633,050)
	In-Year Capital Receipts			3,000,000	5,000,000	3,000,000	2,000,000
	<b>Balance Carried Forward</b>			<b>11,670,021</b>	<b>4,714,175</b>	<b>(39,286)</b>	<b>(672,336)</b>

				2012/13	2013/14	2014/15	2015/16
	Available Funding - Section 106			Current Budget £	Current Budget £	Current Budget £	Current Budget £
	Balance Brought Forward			5,511,562	3,816,012	723,352	552,922
	Used for Financing			(2,145,689)	(3,394,452)	(332,710)	0
	In-Year Capital Receipts			375,000	250,000	150,000	0
	Interest			75,139	51,792	12,280	6,635
	<b>Balance Carried Forward</b>			<b>3,816,012</b>	<b>723,352</b>	<b>552,922</b>	<b>559,557</b>

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LEISURE CENTRES - OPERATED BY SLM

Description	2012/13 Charge	PRICING STRATEGY				Proposed 2013/14 Charge	Annual Increase / Decrease (-) %	Affected By 2013/14		Comments	
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE			STATUTORY	SAVINGS PROPOSAL		GROWTH PROPOSAL
<b>Standard rated &amp; incl of VAT if applicable</b>											
<b>Main Hall / Dry Side Activities :-</b>											
Half hall hire - Woodside - Adult	£54.00	✓	✗	✗	✗	✗	£55.00	1.85 %	N	N	
- Junior	£27.00	✓	✗	✗	✗	✗	£27.50	1.85 %	N	N	
Whole Hall hire - Woodside - Adult	£108.00	✓	✗	✗	✗	✗	£110.00	1.85 %	N	N	
- Junior	£54.00	✓	✗	✗	✗	✗	£55.00	1.85 %	N	N	
Whole Hall hire - Central - Adult	£54.00	✓	✗	✗	✗	✗	£55.00	1.85 %	N	N	
- Junior	£27.00	✓	✗	✗	✗	✗	£27.50	1.85 %	N	N	
Cricket - Adult	£54.00	✓	✗	✗	✗	✗	£55.00	1.85 %	N	N	
- Junior	£27.00	✓	✗	✗	✗	✗	£27.50	1.85 %	N	N	
Parties with food, party leader up to 16 kids											
Dry side (football / allsportz, bouncy castle)	£168.00	✓	✗	✗	✗	✗	£170.00	1.19 %	N	N	
Wetside (mini, mega wet and wild)	£188.00	✓	✗	✗	✗	✗	£190.00	1.06 %	N	N	
Wetside (inflatable)	£198.00	✓	✗	✗	✗	✗	£200.00	1.01 %	N	N	
Creative Learning and Sportzone	£178.00	✓	✗	✗	✗	✗	£180.00	1.12 %	N	N	
Trampoline and Dance Party	£188.00	✓	✗	✗	✗	✗	£190.00	1.06 %	N	N	
Additional children	£8.80	✓	✗	✗	✗	✗	£9.00	2.27 %	N	N	
Additional party leader	£16.50	✓	✗	✗	✗	✗	£17.00	3.03 %	N	N	
Cost per head for food	£3.20	✓	✗	✗	✗	✗	£3.30	3.12 %	N	N	
<b>Parties (self catering, party leader, up to 16 kids)</b>											
Dry side (football/allsportz,bouncy castle)	£118.00	✓	✗	✗	✗	✗	£120.00	1.69 %	N	N	
Wetside (mini, mega wet and wild)	£140.00	✓	✗	✗	✗	✗	£140.00	NO CHANGE	N	N	
Wetside (inflatable)	£150.00	✓	✗	✗	✗	✗	£150.00	NO CHANGE	N	N	
Creative Learning and Sportzone	£128.00	✓	✗	✗	✗	✗	£130.00	1.56 %	N	N	
Trampoline and Dance Party	£140.00	✓	✗	✗	✗	✗	£140.00	NO CHANGE	N	N	
Additional children	£5.80	✓	✗	✗	✗	✗	£5.90	1.72 %	N	N	
Additional party leader	£16.50	✓	✗	✗	✗	✗	£17.00	3.03 %	N	N	
<b>Junior Activities</b>											
Active antz	£5.00	✓	✗	✗	✗	✗	£5.00	NO CHANGE	N	N	
Crafty tots	£5.80	✓	✗	✗	✗	✗	£5.80	NO CHANGE	N	N	
Mini gym	£5.00	✓	✗	✗	✗	✗	£5.00	NO CHANGE	N	N	
Mini dribblers	£5.00	✓	✗	✗	✗	✗	£5.00	NO CHANGE	N	N	
Mini bouncers	£5.00	✓	✗	✗	✗	✗	£5.00	NO CHANGE	N	N	
Day Camps (full day)	£20.00	✓	✗	✗	✗	✗	£20.00	NO CHANGE	N	N	
Day Camps (half day)	£11.50	✓	✗	✗	✗	✗	£11.50	NO CHANGE	N	N	
Sports Course - Adult - Dry	£5.90	✓	✗	✗	✗	✗	£6.00	1.69 %	N	N	
Trampolining (drop-in adults)	£6.20	✓	✗	✗	✗	✗	£6.30	1.61 %	N	N	
Pilates (3 wks - 45mins)	£17.50	✓	✗	✗	✗	✗	£17.50	NO CHANGE	N	N	
Pilates (members)	£15.00	✓	✗	✗	✗	✗	£15.00	NO CHANGE	N	N	
Swimming Course - Adult	£5.20	✓	✗	✗	✗	✗	£5.20	NO CHANGE	N	N	
Swimming Coaching 1 hour (Sat am only)	£5.20	✓	✗	✗	✗	✗	£5.20	NO CHANGE	N	N	
Everyone Active card - Watford & Three Rivers	Free Of Charge	✗	✗	✗	✓	✗	Free Of Charge	NO CHANGE	N	N	
Everyone Active card - Non resident adult	£25.00	✓	✗	✗	✗	✗	£25.00	NO CHANGE	N	N	
Everyone Active card - Non resident junior	£15.00	✓	✗	✗	✗	✗	£15.00	NO CHANGE	N	N	
Everyone Active card - Non resident - family (2 adults and up to 3 children)	£60.00	✓	✗	✗	✗	✗	£60.00	NO CHANGE	N	N	
Lost card/replacement	£5.00	✓	✗	✗	✗	✗	£5.00	NO CHANGE	N	N	
50+ Short Mat Bowls	£2.50	✓	✗	✗	✗	✗	£2.50	NO CHANGE	N	N	
50+ Keep Fit	£3.00	✓	✗	✗	✗	✗	£3.00	NO CHANGE	N	N	
50+ Line Dancing	£3.20	✓	✗	✗	✗	✗	£3.20	NO CHANGE	N	N	
50+ Tap	£3.00	✓	✗	✗	✗	✗	£3.00	NO CHANGE	N	N	
50+ Water Workout	£4.20	✓	✗	✗	✗	✗	£4.20	NO CHANGE	N	N	
50+ Swimming	£2.70	✓	✗	✗	✗	✗	£2.70	NO CHANGE	N	N	
50+ Badminton	£3.00	✓	✗	✗	✗	✗	£3.00	NO CHANGE	N	N	

External partner for Fit for Sport  
External partner for Fit for Sport

**COMMUNITY SERVICES**

**LEISURE CENTRES - OPERATED BY SLM (Continued)**

Description	2012/13 Charge	PRICING STRATEGY				Proposed 2013/14 Charge	Annual Increase / Decrease (-) %	Affected By 2013/14		Comments	
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE			STATUTORY	SAVINGS PROPOSAL		GROWTH PROPOSAL
<b>Standard rated &amp; incl of VAT if applicable</b>											
Hire Prices (A refundable deposit of £5.00 is required per each item hired)											
Badminton Racquets	£2.30	✓	✗	✗	✗	✗	£2.30	NO CHANGE	N	N	
Table Tennis Bats	£2.30	✓	✗	✗	✗	✗	£2.30	NO CHANGE	N	N	
Squash racquets	£2.30	✓	✗	✗	✗	✗	£2.30	NO CHANGE	N	N	
Trampoline per hour	£13.00	✓	✗	✗	✗	✗	£13.00	NO CHANGE	N	N	
<b>Equipment purchase :-</b>											
Squash balls	£3.70	✓	✗	✗	✗	✗	£3.70	NO CHANGE	N	N	
Shuttlecocks	£2.00	✓	✗	✗	✗	✗	£2.00	NO CHANGE	N	N	
<b>Meetings :-</b>											
Conference Room & Executive Suite (WLC)	£26.00	✓	✗	✗	✗	✗	£26.50	1.92 %	N	N	
<b>Studios :-</b>											
Studio 1 (14.7 x 11.7)	£29.00	✓	✗	✗	✗	✗	£29.50	1.72 %	N	N	
Studio 2 (12.5 x 9.8)	£25.00	✓	✗	✗	✗	✗	£25.50	2.00 %	N	N	
Studio 3 - (8.9 x 9.9)	£20.00	✓	✗	✗	✗	✗	£20.50	2.50 %	N	N	
Studio 1 (Central)	£25.00	✓	✗	✗	✗	✗	£25.50	2.00 %	N	N	
Creche	£20.00	✓	✗	✗	✗	✗	£20.00	NO CHANGE	N	N	
Schools per half hour per teacher	£29.00	✓	✗	✗	✗	✗	£29.50	1.72 %	N	N	
Second teacher per pool	£19.00	✓	✗	✗	✗	✗	£19.50	2.63 %	N	N	
Gym, per student	£2.80	✓	✗	✗	✗	✗	£2.80	NO CHANGE	N	N	
<b>Woodside Stadium :-</b>											
Public Training - Adult	£4.40	✓	✗	✗	✗	✗	£4.40	NO CHANGE	N	N	
- Junior	£2.60	✓	✗	✗	✗	✗	£2.60	NO CHANGE	N	N	
Adult (Watford Harriers Club Members)	£3.80	✓	✗	✗	✗	✗	£3.80	NO CHANGE	N	N	
Junior (Watford Harriers Club Members)	£1.60	✓	✗	✗	✗	✗	£1.60	NO CHANGE	N	N	
Season Tickets adults - Summer	£80.00	✓	✗	✗	✗	✗	£80.00	NO CHANGE	N	N	
- Winter	£60.00	✓	✗	✗	✗	✗	£60.00	NO CHANGE	N	N	
- Yearly	£120.00	✓	✗	✗	✗	✗	£120.00	NO CHANGE	N	N	
Season Tickets junior - Summer	£40.00	✓	✗	✗	✗	✗	£40.00	NO CHANGE	N	N	
- Winter	£30.00	✓	✗	✗	✗	✗	£30.00	NO CHANGE	N	N	
- Yearly	£60.00	✓	✗	✗	✗	✗	£60.00	NO CHANGE	N	N	
Athletics Meet (Up to 8 hours Mon - Fri up to 5pm)	£135.00	✓	✗	✗	✗	✗	£135.00	NO CHANGE	N	N	
Athletics Meet (Up to 8 hours Weekend or Bank Holiday)	£230.00	✓	✗	✗	✗	✗	£230.00	NO CHANGE	N	N	
Athletics Meet (Up to 4 hours Midweek evening from 6pm)	£85.00	✓	✗	✗	✗	✗	£85.00	NO CHANGE	N	N	
Athletics Meet - Additional hours	£45.00	✓	✗	✗	✗	✗	£45.00	NO CHANGE	N	N	
School Athletic Meet/Sports Day (Up to 5pm weekdays)	£85.00	✓	✗	✗	✗	✗	£85.00	NO CHANGE	N	N	
Member of staff	£15.50	✓	✗	✗	✗	✗	£15.50	NO CHANGE	N	N	
Additional colleagues / person	£15.50	✓	✗	✗	✗	✗	£15.50	NO CHANGE	N	N	
Car Park Steward for large events	£11.00	✓	✗	✗	✗	✗	£11.00	NO CHANGE	N	N	
Athletic Meet - Set up time per hr	£19.00	✓	✗	✗	✗	✗	£19.00	NO CHANGE	N	N	
Athletic Meet - Clean Up time per hr	£19.00	✓	✗	✗	✗	✗	£19.00	NO CHANGE	N	N	
<b>Harriers Charges</b>											
Hire for training/coaching purposes, day time inc As Above including Flood Lights in Evening, plus a colleague	£25.00	✓	✗	✗	✗	✗	£25.00	NO CHANGE	N	N	
Hire of Pitch inclusive of Floodlighting	£36.45	✓	✗	✗	✗	✗	£36.45	NO CHANGE	N	N	
Hire of Pitch per match - Adult (Midweek)	£85.00	✓	✗	✗	✗	✗	N/A	-100.00 %	N	N	
Hire of Pitch per match - Junior (Midweek)	£42.50	✓	✗	✗	✗	✗	N/A	-100.00 %	N	N	
Hire of Pitch for match - Adult (Weekend)	£85.00	✓	✗	✗	✗	✗	N/A	-100.00 %	N	N	
Hire of Pitch for Match - Junior (Weekend)	£42.50	✓	✗	✗	✗	✗	N/A	-100.00 %	N	N	
<b>Block Booking (standard price less VAT where bookings are 10 consecutive weeks or more)</b>											
ATP 1x5v5 - Adult	£31.70	✓	✗	✗	✗	✗	£32.50	2.52 %	N	N	
ATP 1x5v5 - Junior	£15.85	✓	✗	✗	✗	✗	£15.85	NO CHANGE	N	N	
Badminton Clubs - Adult	£11.10	✓	✗	✗	✗	✗	£11.30	1.80 %	N	N	
Sports Activity - Adult	£45.00	✓	✗	✗	✗	✗	£45.00	NO CHANGE	N	N	
- Junior	£22.50	✓	✗	✗	✗	✗	£22.50	NO CHANGE	N	N	
Cricket (Nets only) - Adult	£45.00	✓	✗	✗	✗	✗	£46.00	2.22 %	N	N	
- Junior	£22.50	✓	✗	✗	✗	✗	£22.50	NO CHANGE	N	N	
Treatment room 1 (per month)	£450.00	✓	✗	✗	✗	✗	£460.00	2.22 %	N	N	
Treatment room 2 (per month)	£450.00	✓	✗	✗	✗	✗	£460.00	2.22 %	N	N	
Learner pool (1 hour) - Central	£26.50	✓	✗	✗	✗	✗	£27.00	1.89 %	N	N	
Learner pool (1 hour) - woodside	£33.00	✓	✗	✗	✗	✗	£33.50	1.52 %	N	N	
<b>Gala Prices</b>											

**COMMUNITY SERVICES**

**LEISURE CENTRES - OPERATED BY SLM (Continued)**

Description	2012/13 Charge	PRICING STRATEGY				Proposed 2013/14 Charge	Annual Increase / Decrease (%)	Affected By 2013/14		Comments	
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE			STATUTORY	SAVINGS PROPOSAL		GROWTH PROPOSAL
<b>Standard rated &amp; incl of VAT if applicable</b>											
<b>Main Hall / Dry Side Activities :-</b>											
Badminton - Adult	£13.30	✓	✗	✗	✗	✗	£13.60	2.26 %	N	N	
- Junior	£6.65	✓	✗	✗	✗	✗	£6.65	NO CHANGE	N	N	
(8-4 weekdays and 8 - close weekends)	£6.65	✓	✗	✗	✗	✗	£6.80	2.26 %	N	N	
Drop-in Adult (Friday night)	£5.00	✓	✗	✗	✗	✗	£5.00	NO CHANGE	N	N	
Drop-in Junior	£3.90	✓	✗	✗	✗	✗	£3.90	NO CHANGE	N	N	
Table Tennis - Adult	£7.10	✓	✗	✗	✗	✗	£7.20	1.41 %	N	N	
Table Tennis - Junior	£3.60	✓	✗	✗	✗	✗	£3.60	NO CHANGE	N	N	
ATP 5 V 5 a side - Adult	£38.00	✓	✗	✗	✗	✗	£39.00	2.63 %	N	N	
- Junior	£19.00	✓	✗	✗	✗	✗	£19.00	NO CHANGE	N	N	
Squash - Adult	£10.80	✓	✗	✗	✗	✗	£11.00	1.85 %	N	N	
- Junior	£5.40	✓	✗	✗	✗	✗	£5.40	NO CHANGE	N	N	
Squash (off peak) - Adult	£5.40	✓	✗	✗	✗	✗	£5.50	1.85 %	N	N	
Squash (off peak) - Junior	£3.20	✓	✗	✗	✗	✗	£3.20	NO CHANGE	N	N	
Climbing Wall - Adult	£5.20	✓	✗	✗	✗	✗	£5.20	NO CHANGE	N	N	
Climbing Wall - Junior	£4.00	✓	✗	✗	✗	✗	£4.00	NO CHANGE	N	N	
Climbing Wall - registration	£5.20	✓	✗	✗	✗	✗	£5.20	NO CHANGE	N	N	
<b>Parties :-</b>											
Children's Activities											
Creche - 1 hour	£2.80	✓	✗	✗	✗	✗	£2.90	3.57 %	N	N	
- 2 hours	£4.90	✓	✗	✗	✗	✗	£5.00	2.04 %	N	N	
<b>Courses :-</b>											
Sports Course Junior - Dry	£5.00	✓	✗	✗	✗	✗	£5.00	NO CHANGE	N	N	
Swimming Lessons Junior - Wet	£5.20	✓	✗	✗	✗	✗	£5.20	NO CHANGE	N	N	
<b>Fitness Activities :-</b>											
Group Exercise (45min and 1 hr)	£5.80	✓	✗	✗	✗	✗	£5.80	NO CHANGE	N	N	
Group Exercise (30min)	£2.95	✓	✗	✗	✗	✗	£2.95	NO CHANGE	N	N	
Induction (1:1) - Adult	£25.00	✓	✗	✗	✗	✗	£25.00	NO CHANGE	N	N	
- Junior	£12.50	✓	✗	✗	✗	✗	£12.50	NO CHANGE	N	N	
Gym Casual use	£7.50	✓	✗	✗	✗	✗	£7.70	2.67 %	N	N	
60+ Gym	£2.80	✓	✗	✗	✗	✗	£2.80	NO CHANGE	N	N	
Gym Active teen (11 - 16yrs)	£2.80	✓	✗	✗	✗	✗	£2.80	NO CHANGE	N	N	
Three Rivers junior gym	£2.80	✓	✗	✗	✗	✗	£2.80	NO CHANGE	N	N	
GP Referral	£3.50	✓	✗	✗	✗	✗	£3.50	NO CHANGE	N	N	
Special w/out Groups (eg Parkinsons)	£1.80	✓	✗	✗	✗	✗	£1.90	5.56 %	N	N	
<b>Toning Chairs :-</b>											
1 session	£7.80	✓	✗	✗	✗	✗	£8.00	2.56 %	N	N	
6 sessions	£45.00	✓	✗	✗	✗	✗	£46.00	2.22 %	N	N	
12 sessions	£78.00	✓	✗	✗	✗	✗	£80.00	2.56 %	N	N	
Toning Chairs + special work out	£4.70	✓	✗	✗	✗	✗	£4.80	2.13 %	N	N	
Toning Chairs Induction	£9.00	✓	✗	✗	✗	✗	£9.00	NO CHANGE	N	N	
<b>Swimming :-</b>											
Adult	£4.00	✓	✗	✗	✗	✗	£4.00	NO CHANGE	N	N	
Junior	£2.70	✓	✗	✗	✗	✗	£2.70	NO CHANGE	N	N	
60+	£2.00	✓	✗	✗	✗	✗	£2.00	NO CHANGE	N	N	
50+	£2.70	✓	✗	✗	✗	✗	£2.70	NO CHANGE	N	N	
Under 3 (free)	Free Of Charge	✗	✗	✗	✓	✗	Free Of Charge	NO CHANGE	N	N	
Fun Session - Jr	£3.30	✓	✗	✗	✗	✗	£3.30	NO CHANGE	N	N	
Three Rivers Junior U19's	£2.70	✓	✗	✗	✗	✗	£2.80	3.70 %	N	N	
Three Rivers 60+	£2.00	✓	✗	✗	✗	✗	£2.10	5.00 %	N	N	
Shower /Admission - Adult	£2.00	✓	✗	✗	✗	✗	£2.00	NO CHANGE	N	N	
- Junior	£1.30	✓	✗	✗	✗	✗	£1.30	NO CHANGE	N	N	
Spectator	£1.30	✓	✗	✗	✗	✗	£1.30	NO CHANGE	N	N	
Sauna	£3.70	✓	✗	✗	✗	✗	£3.80	2.70 %	N	N	
Sauna and Swim	£4.80	✓	✗	✗	✗	✗	£4.90	2.08 %	N	N	
<b>Memberships (direct debits) :-</b>											
Group Exercise - Single	£33.00	✓	✗	✗	✗	✗	£33.00	NO CHANGE	N	N	
- Couple	£53.00	✓	✗	✗	✗	✗	£53.00	NO CHANGE	N	N	
- Annual (single)	£330.00	✓	✗	✗	✗	✗	£330.00	NO CHANGE	N	N	
- Annual (Joint)	£530.00	✓	✗	✗	✗	✗	£530.00	NO CHANGE	N	N	
Total Fitness - Single	£39.50	✓	✗	✗	✗	✗	£39.50	NO CHANGE	N	N	
- Couple	£68.00	✓	✗	✗	✗	✗	£68.00	NO CHANGE	N	N	
- Annual (single)	£395.00	✓	✗	✗	✗	✗	£395.00	NO CHANGE	N	N	
- Annual (Joint)	£680.00	✓	✗	✗	✗	✗	£680.00	NO CHANGE	N	N	
Corporate Single Only - Monthly	£33.00	✓	✗	✗	✗	✗	£33.00	NO CHANGE	N	N	
- Annual	£330.00	✓	✗	✗	✗	✗	£330.00	NO CHANGE	N	N	
Junior Active - Monthly	£23.00	✓	✗	✗	✗	✗	£23.00	NO CHANGE	N	N	
- Annual	£230.00	✓	✗	✗	✗	✗	£230.00	NO CHANGE	N	N	
Total Fit 60+ - Monthly	£27.00	✓	✗	✗	✗	✗	£27.00	NO CHANGE	N	N	
- Annual	£270.00	✓	✗	✗	✗	✗	£270.00	NO CHANGE	N	N	
Total Fitness Joining Fee - Single	£25.00	✓	✗	✗	✗	✗	£25.00	NO CHANGE	N	N	
Splash Fitness (swim) - Monthly	£25.00	✓	✗	✗	✗	✗	£25.00	NO CHANGE	N	N	
- Annual	£250.00	✓	✗	✗	✗	✗	£250.00	NO CHANGE	N	N	

Review subject to impact of the opening of Westminster Lodge Leisure Centre due in November 2012.

**COMMUNITY SERVICES**

**2013/14 FEES & CHARGES PROPOSED FOR :-  
LEISURE CENTRES - OPERATED BY SLM (Continued)**

Description	2012/13 Charge	PRICING STRATEGY					Proposed 2013/14 Charge	Annual Increase / Decrease (-) %	Affected By 2013/14		Comments
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE	STATUTORY			SAVINGS PROPOSAL	GROWTH PROPOSAL	
<b>Standard rated &amp; incl of VAT if applicable</b>											
Watford Borough Council - Monthly	£26.00	✓	✗	✗	✗	✗	£26.00	NO CHANGE	N	N	Review subject to impact of the opening of Westminster Lodge Leisure Centre due in November 2012.
- Annual	£260.00	✓	✗	✗	✗	✗	£260.00	NO CHANGE	N	N	
Watford Harriers - Monthly	£31.00	✓	✗	✗	✗	✗	£31.00	NO CHANGE	N	N	
- Annual	£310.00	✓	✗	✗	✗	✗	£310.00	NO CHANGE	N	N	
<b>Pool hire - standard charge :-</b>											
Watford Woodside - Main pool (4 lanes)	£51.00	✓	✗	✗	✗	✗	£52.00	1.96 %	N	N	
Watford Woodside - Main pool (whole)	£102.00	✓	✗	✗	✗	✗	£105.00	2.94 %	N	N	
Watford Central - Main pool (3 lanes)	£45.00	✓	✗	✗	✗	✗	£46.00	2.22 %	N	N	
Watford Central - Main pool (whole)	£90.00	✓	✗	✗	✗	✗	£92.00	2.22 %	N	N	
<b>Pool hire - Club / School rate :-</b>											
We have agreed to hold Club rates for 2 years											
Watford Woodside - Main pool (4 lanes)	£44.00	✓	✗	✗	✗	✗	£44.00	NO CHANGE	N	N	
Watford Woodside - Main pool (whole)	£88.00	✓	✗	✗	✗	✗	£88.00	NO CHANGE	N	N	
Watford Central - Main pool (3 lanes)	£39.00	✓	✗	✗	✗	✗	£39.00	NO CHANGE	N	N	
Watford Central - Main pool (whole)	£78.00	✓	✗	✗	✗	✗	£78.00	NO CHANGE	N	N	

**BUDGET POSITION SUMMARY - LEISURE CENTRES**

Income Code & Description	Actual 2011/12	Original Budget 2012/13	Proposed Budget 2013/14	Annual Increase / Decrease (-) %	Affected By 2013/14		Comments	Proposed Budget 2014/15	Proposed Budget 2015/16
					SAVINGS PROPOSAL	GROWTH PROPOSAL			
<b>FEES &amp; CHARGES</b>									
DLM000-10630 WJ0078 - Service Provider (SLM)	-£16,930	-£44,170	-£44,170	NO CHANGE	N	N	Subject to continuing dialogue with SLM	-£44,170	-£44,170
DLM000-10630 WJ0079 - Service Provider (WHC)	-£40,000	-£40,000	-£40,000	NO CHANGE	N	N	Subject to continuing dialogue with SLM	-£40,000	-£40,000
	<b>-£56,930</b>	<b>-£84,170</b>	<b>-£84,170</b>	<b>NO CHANGE</b>				<b>-£84,170</b>	<b>-£84,170</b>

**COMMUNITY SERVICES**

**2013/14 FEES & CHARGES PROPOSED FOR :-  
ARTS, EVENTS & HERITAGE**

Description	2012/13 Charge	PRICING STRATEGY					Proposed 2013/14 Charge	Annual Increase / Decrease (%)	Affected By 2013/14		Comments
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE	STATUTORY			SAVINGS PROPOSAL	GROWTH PROPOSAL	
<b>Exempt from VAT</b>											
Workshops	£7.00	x	✓	x	x	x	£7.00	NO CHANGE	N	N	Prices held as competitive
Ghost walks	£7.00	x	✓	x	x	x	£7.00	NO CHANGE	N	N	Prices held as competitive
High street trail	£4.00	x	✓	x	x	x	£4.00	NO CHANGE	N	N	Prices held as competitive
Study day	£10.00	x	✓	x	x	x	£10.00	NO CHANGE	N	N	Prices held as competitive
Group talk or trail	£4.00	x	✓	x	x	x	£4.00	NO CHANGE	N	N	Prices held as competitive
Community use of one space (per hour) days	£15.00	x	✓	x	x	x	£15.00	NO CHANGE	N	N	Prices held as competitive
Community use of one space (per hour) eve *	£15.00	x	✓	x	x	x	£15.00	NO CHANGE	N	N	Prices held as competitive
Community use of one space (per hour) Sun *	£30.00	x	✓	x	x	x	£30.00	NO CHANGE	N	N	Prices held as competitive
Private/commercial (per hour) days	£30.00	✓	x	x	x	x	£30.00	NO CHANGE	N	N	Prices held as competitive
Private/commercial (per hour) eve *	£30.00	✓	x	x	x	x	£30.00	NO CHANGE	N	N	Prices held as competitive
Private/commercial (per hour) Sun *	£60.00	✓	x	x	x	x	£60.00	NO CHANGE	N	N	Prices held as competitive
* Additional charge for staff time applicable (charged @ £30 per hour x 2 staff)											
<b>Standard rated &amp; inclusive of VAT</b>											
Percentage share to Museum on artist sales	10.00%	✓	x	x	x	x	30.00%	200.00 %	N	N	
Percentage share to Museum on foyer sales	New for 2013/14	✓	x	x	x	x	10.00%	N/A	N	N	
Photocopying per sheet	£0.10	x	✓	x	x	x	£0.10	NO CHANGE	N	N	
Museum digitised images (per image)	£5.00	x	✓	x	x	x	£5.00	NO CHANGE	N	N	
Museum digitised images CD charge	£2.50	✓	x	x	x	x	£3.00	20.00 %	N	N	
Museum un digitised images incurring an hourly scanning rate	£15.00	x	✓	x	x	x	£15.00	NO CHANGE	N	N	
Reproduction image one country one language (non commercial)	£25.00	✓	x	x	x	x	£25.00	NO CHANGE	N	N	
Reproduction Image world right inc web (non commercial)	£35.00	✓	x	x	x	x	£35.00	NO CHANGE	N	N	
Reproduction image one country one language (commercial)	£40.00	✓	x	x	x	x	£45.00	12.50 %	N	N	
Reproduction image world right inc web (commercial)	£70.00	✓	x	x	x	x	£75.00	7.14 %	N	N	
<b>Standard rated &amp; exclusive of VAT</b>											
<b>Market stalls price per stall - rates are not cumulative</b>											
Charges cover the below annual costs :-											
Repairs to stalls - labour											
Repairs to stalls - parts											
Other replacements E.G. ratchet straps											
Storage											
Other equipment / clothing											
Advertising											
Insurance for storage											
Commercial Rate A - 1-5 days	New for 2013/14	x	✓	x	x	x	£50.00	N/A	N	N	An activity organised by a company where any income goes direct to the company
Commercial Rate B - 6-12 days	New for 2013/14	x	✓	x	x	x	£70.00	N/A	N	N	
Commercial Rate C - 13-20 days	New for 2013/14	x	✓	x	x	x	£90.00	N/A	N	N	
Commercial Rate D - 20-28 days	New for 2013/14	x	✓	x	x	x	£110.00	N/A	N	N	
Charity rate A - 1-5 days	New for 2013/14	x	✓	x	x	x	£20.00	N/A	N	N	An activity organised by a charity or a not for profit organisation where any income raised is expected to cover expenditure and / or given to charity
Charity rate B - 6-12 days	New for 2013/14	x	✓	x	x	x	£30.00	N/A	N	N	
Charity rate C - 13-20 days	New for 2013/14	x	✓	x	x	x	£40.00	N/A	N	N	
Charity rate D - 20-28 days	New for 2013/14	x	✓	x	x	x	£50.00	N/A	N	N	
Community Rate A - 1-5 days	New for 2013/14	x	✓	x	x	x	£10.00	N/A	N	N	An activity organised by an unaffiliated group or individuals where no income is expected
Community Rate B - 6-12 days	New for 2013/14	x	✓	x	x	x	£20.00	N/A	N	N	
Community Rate C - 13-20days	New for 2013/14	x	✓	x	x	x	£30.00	N/A	N	N	
Community Rate D - 20-28 days	New for 2013/14	x	✓	x	x	x	£40.00	N/A	N	N	
Tables only Rate A - 1-5 days	New for 2013/14	x	✓	x	x	x	£5.00	N/A	N	N	
Tables only Rate B - 6-12 days	New for 2013/14	x	✓	x	x	x	£5.00	N/A	N	N	
Tables only Rate C - 13-20 days	New for 2013/14	x	✓	x	x	x	£5.00	N/A	N	N	
Tables only Rate D - 20-28 days	New for 2013/14	x	✓	x	x	x	£5.00	N/A	N	N	

**BUDGET POSITION SUMMARY - ARTS, EVENTS & HERITAGE**

Income Code & Description	Actual 2011/12	Original Budget 2012/13	Proposed Budget 2013/14	Annual Increase / Decrease (%)	Affected By 2013/14		Comments	Proposed Budget 2014/15	Proposed Budget 2015/16
					SAVINGS PROPOSAL	GROWTH PROPOSAL			
<b>SALES</b>									
DEA000-I0101 - Miscellaneous Sales	-£3,013	-£1,500	-£1,600	6.67 %	N	N		-£1,600	-£1,700
DEA000-I0118 - Sales Exhibitions	-£1,732	-£1,420	-£500	-64.79 %	N	N		-£550	-£550
DEA000-I0118 WJ0146 - Donations	-£2,519	£0	-£1,000	100.00 %	N	N		-£1,000	-£1,000
DEA000-I0608 - Photocopying	-£111	£0	£0	NO CHANGE	N	N		£0	£0
DEA000-I0692 - Room Hire	£0	-£300	-£200	-33.33 %	N	N		-£250	-£250
DDI000-I0633 - Income - Market Stallage	£0	£0	-£2,500	100.00 %	N	N	Market stall hire income	-£2,500	-£2,500
	-£7,375	-£3,220	-£5,800	80.12 %				-£5,900	-£6,000

**COMMUNITY SERVICES**

**2013/14 FEES & CHARGES PROPOSED FOR :-  
COMMUNITY CENTRES**

Description	2012/13 Charge	PRICING STRATEGY					Proposed 2013/14 Charge	Annual Increase / Decrease (-) %	Affected By 2013/14		Comments
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE	STATUTORY			SAVINGS PROPOSAL	GROWTH PROPOSAL	
<b>Exempt from VAT</b>											
<b>Meriden C.C. only</b>											
Main Hall (Commercial Rate - Sundays)	£52.00	x	x	✓	x	x		N	N		
Main Hall (Commercial Rate)	£47.00	x	x	✓	x	x		N	N		
Main Hall (Evening Non Key holder Rate)	£22.00	x	x	✓	x	x		N	N		
Main Hall (Standard Rate)	£17.50	x	x	✓	x	x		N	N		
Main Hall (Discounted Rate)	£12.00	x	x	✓	x	x		N	N		
<b>Meriden C.C. only</b>											
Meeting Room (Commercial Rate-Sundays)	£22.00	x	x	✓	x	x		N	N		
Meeting Room (Commercial Rate)	£16.00	x	x	✓	x	x		N	N		
Meeting Room (Evening Non Key holder)	£11.00	x	x	✓	x	x		N	N		
Meeting Room (Standard Rate)	£8.00	x	x	✓	x	x		N	N		
Meeting Room (Discounted Rate)	£5.50	x	x	✓	x	x		N	N		
MERIDEN C.C. IS BEING TRANSFERRED TO WATFORD FOOTBALL CLUB COMMUNITY TRUST AND WILL NOT BE DIRECTLY RUN BY WATFORD BOROUGH COUNCIL IN 2013/14.											

**BUDGET POSITION SUMMARY - COMMUNITY CENTRES**

Income Code & Description	Actual 2011/12	Original Budget 2012/13	Proposed Budget 2013/14	Annual Increase / Decrease (-) %	Affected By 2013/14		Comments	Proposed Budget 2014/15	Proposed Budget 2015/16
					SAVINGS PROPOSAL	GROWTH PROPOSAL			
<b>SALES</b>									
DHN000-10109 - Orbital CC - Vending Machines	-£13	£0	£0	NO CHANGE	N	N		£0	£0
DHR000-10109 - Meriden CC - Vending Machines	-£104	£0	£0	NO CHANGE	N	N		£0	£0
JCE000-10101 WJ0202 - Centrepoint CC - Misc Sales	-£155	£0	£0	NO CHANGE	N	N		£0	£0
<b>FEES &amp; CHARGES</b>									
JCE000-10650 - Centrepoint CC - Admissions	£11	£0	£0	NO CHANGE	N	N		£0	£0
DHG000-10676 - Leavesden Green CC-Use of Facilities	-£2,326	£0	£0	NO CHANGE	N	N		£0	£0
DHN000-10676 - Orbital CC-Use of Facilities	£560	£0	£0	NO CHANGE	N	N		£0	£0
DHR000-10676 - Meriden CC-Use of Facilities	-£25,241	£0	£0	NO CHANGE	N	N		£0	£0
JCE000-10676 - Centrepoint CC - Use of Facilities	-£6,429	£0	£0	NO CHANGE	N	N		£0	£0
<b>LAND &amp; PROPERTY BASED CHARGES</b>									
DHE000-10901 - Woodside CC - Rent	-£4,500	-£4,500	-£4,500	NO CHANGE	N	N		-£4,500	-£4,500
DHR000-10901 - Meriden CC - Rent	-£7,083	£0	£0	NO CHANGE	N	N		£0	£0
	<b>-£45,281</b>	<b>-£4,500</b>	<b>-£4,500</b>	<b>NO CHANGE</b>				<b>-£4,500</b>	<b>-£4,500</b>



**COMMUNITY SERVICES**

**2013/14 FEES & CHARGES PROPOSED FOR :-  
PARKS / SPORTS PITCHES & WOODS**

Description	2012/13 Charge	PRICING STRATEGY					Proposed 2013/14 Charge	Annual Increase / Decrease (%)	Affected By 2013/14		Comments
		COMMERCIAL	FULL COST REC	SUSIDISED	FREE	STATUTORY			SAVINGS PROPOSAL	GROWTH PROPOSAL	
<b>Standard rated &amp; inclusive of VAT</b>											
<b>PARKS &amp; SPORTS PITCHES</b>											
<b>CRICKET</b>											
Other wickets - per match (adults)	£45.00	x	x	✓	x	x	£46.00	2.22 %	N	N	
Other wickets - per match (Juniors)	£23.00	x	x	✓	x	x	£23.50	2.17 %	N	N	
<b>FOOTBALL</b>											
Seniors with changing facilities & showers	£50.00	x	x	✓	x	x	£51.00	2.00 %	N	N	
Juniors with changing facilities & showers	£21.00	x	x	✓	x	x	£21.50	2.38 %	N	N	
<b>HURLING/RUGBY</b>											
Per match including corner flags	£42.00	x	x	✓	x	x	£43.00	2.38 %	N	N	
<b>Exempt from VAT</b>											
<b>FOOTBALL</b>											
Seniors with changing facilities & showers (15 games)	£630.00	x	x	✓	x	x	£650.00	3.17 %	N	N	
Juniors with changing facilities & showers (12 games)	£200.00	x	x	✓	x	x	£205.00	2.50 %	N	N	
Seniors with no changing facilities & showers (15 games)	£385.00	x	x	✓	x	x	£395.00	2.60 %	N	N	
Juniors with no changing facilities & showers (12 games)	£150.00	x	x	✓	x	x	£155.00	3.33 %	N	N	
Under 11s (small size pitch per season)	£85.00	x	x	✓	x	x	£88.00	3.53 %	N	N	
<b>FOOTBALL TRAINING</b>											
KGVPF, Oxhey Park (per hour)	£9.00	x	x	✓	x	x	£9.25	2.78 %	N	N	
Changing accommodation / showers (per event)	£10.00	x	x	✓	x	x	£10.25	2.50 %	N	N	
<b>PARKS &amp; SPORTS PITCHES</b>											
<b>BOWLS</b>											
Club hire of rinks (per season)	£800.00	x	x	✓	x	x	£820.00	2.50 %	N	N	
<b>CRICKET</b>											
Enclosed wicket (per season)	£2,540.00	x	x	✓	x	x	£2,600.00	2.36 %	N	N	
<b>CROQUET</b>											
Seasonal charges :-											
Adults	£40.00	x	x	✓	x	x	£42.00	5.00 %	N	N	
OAPs	£20.00	x	x	✓	x	x	£21.00	5.00 %	N	N	
<b>TENNIS - club charges</b>											
Hire of court per season (May-Sept inc)	£950.00	x	x	✓	x	x	£975.00	2.63 %	N	N	
<b>Zero Rated</b>											
Orienteering maps up to 5 copies	Free	x	x	x	✓	x	Free	NO CHANGE	N	N	
Subsequent copies each	£1.00	x	✓	x	x	x	£1.00	NO CHANGE	N	N	

**BUDGET POSITION SUMMARY - PARKS & SPORTS PITCHES**

Income Code & Description	Actual 2011/12	Original Budget 2012/13	Proposed Budget 2013/14	Annual Increase / Decrease (%)	Affected By 2013/14		Comments	Proposed Budget 2014/15	Proposed Budget 2015/16
					SAVINGS PROPOSAL	GROWTH PROPOSAL			
<b>SALES</b>									
KLB011-I0128 - Sale of Timber	-£2,112	£0	£0	NO CHANGE	N	N		£0	£0
KNP000-I0101 - Miscellaneous Sales	-£2,600	£0	£0	NO CHANGE	N	N		£0	£0
<b>FEES &amp; CHARGES</b>									
KNN000-I0651 - Income Pitches & Changing Accom	-£11,670	-£15,760	-£16,000	1.52 %	N	N		-£16,250	-£16,500
KNN000-I0652 - Bowls	-£4,081	-£4,000	-£4,100	2.50 %	N	N		-£4,200	-£4,300
KNN000-I0661 - Parks Activity & Fireworks	-£120	£0	£0	NO CHANGE	N	N		£0	£0
KNS000-I0536 - Miscellaneous Charges	£0	-£3,500	-£3,500	NO CHANGE	N	N		-£3,600	-£3,700
KNS000-I0651 - Income Pitches & Changing Accom	-£17,387	-£16,740	-£17,000	1.55 %	N	N		-£17,250	-£17,500
KNS000-I0652 - Bowls	-£4,031	-£4,000	-£4,100	2.50 %	N	N		-£4,200	-£4,300
KNS000-I0653 - Tennis	-£1,900	-£2,000	-£2,000	NO CHANGE	N	N		-£2,100	-£2,200
KNS000-I0654 - Croquet	-£1,980	£0	-£2,000	100.00 %	N	N		-£2,000	-£2,100
KNS000-I0661 - Parks Activity & Fireworks	-£8,987	-£11,500	-£12,000	4.35 %	N	N		-£12,500	-£13,000
KNS000-I0662 - Activities	-£96	£0	£0	NO CHANGE	N	N		£0	£0
<b>LAND &amp; PROPERTY BASED CHARGES</b>									
KNN000-I0914 - Rent	-£4,713	£0	-£4,000	100.00 %	N	N		-£4,000	-£4,000
KNS000-I0906 - Rent - Wayleaves	-£866	£0	-£500	100.00 %	N	N		-£500	-£500
	<b>-£60,543</b>	<b>-£57,500</b>	<b>-£65,200</b>	<b>13.39 %</b>				<b>-£66,600</b>	<b>-£68,100</b>

**COMMUNITY SERVICES**

**2013/14 FEES & CHARGES PROPOSED FOR :-  
ALLOTMENTS**

Description	2012/13 Charge	PRICING STRATEGY					Proposed 2013/14 Charge	Annual Increase / Decrease (-) %	Affected By 2013/14		Comments
		COMMERCIAL	FULL COST REC	SUSIDISED	FREE	STATUTORY			SAVINGS PROPOSAL	GROWTH PROPOSAL	
<b>Outside Scope for VAT purposes</b>											
<b>Allotments</b>											
Per pole per annum	£4.40	x	x	✓	x	x	£4.50	2.27 %	N	N	Decision made to scrap the enhanced rate due to its unpopularity
Enhanced Site (per pole per annum)	£13.20	x	x	✓	x	x	£4.50	-65.91 %	N	N	
50% reduction for the disabled and those in receipt of income related benefit											

**BUDGET POSITION SUMMARY - ALLOTMENTS**

Income Code & Description	Actual 2011/12	Original Budget 2012/13	Proposed Budget 2013/14	Annual Increase / Decrease (-) %	Affected By 2013/14		Comments	Proposed Budget 2014/15	Proposed Budget 2015/16
					SAVINGS PROPOSAL	GROWTH PROPOSAL			
<b>SALES</b>									
DPA001-I0101 - Allotments - Misc Sales	-£45	£0	£0	NO CHANGE	N	N		£0	£0
<b>LAND &amp; PROPERTY BASED CHARGES</b>									
DPA001-I0901 - Allotments - Rents	-£15,646	-£24,000	-£24,000	NO CHANGE	N	N		-£25,000	-£25,000
DPA001-I0913 - Allotments - Rent of Buildings	-£247	£0	£0	NO CHANGE	N	N		£0	£0
	-£15,937	-£24,000	-£24,000	NO CHANGE				-£25,000	-£25,000

**COMMUNITY SERVICES**

**2013/14 FEES & CHARGES PROPOSED FOR :-  
CHESLYN GARDENS**

Description	2012/13 Charge	PRICING STRATEGY					Proposed 2013/14 Charge	Annual Increase / Decrease (-) %	Affected By 2013/14		Comments
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE	STATUTORY			SAVINGS PROPOSAL	GROWTH PROPOSAL	
<b>Standard rated &amp; inclusive of VAT</b>											
<b>CHESLYN GARDENS</b>											
Hire of garden for wedding photos	£100.00	x	x	✓	x	x	£25.00	-75.00 %	N	N	Considered to expensive and price therefore reduced
<b>Exempt from VAT</b>											
<b>CHESLYN HOUSE</b>											
Hire of 2 meeting rooms & kitchen per hour	£35.00	x	x	✓	x	x	£35.00	NO CHANGE	N	N	
Reduced charge for recognised voluntary groups per hour	£9.00	x	x	✓	x	x	£9.00	NO CHANGE	N	N	
<b>HIRE OF FACILITIES</b>											
Commercial rate per day	£750.00	x	x	✓	x	x	£800.00	6.67 %	N	N	
Non commercial rate per day	£500.00	x	x	✓	x	x	£550.00	10.00 %	N	N	

**BUDGET POSITION SUMMARY - CHESLYN GARDENS**

Income Code & Description	Actual 2011/12	Original Budget 2012/13	Proposed Budget 2013/14	Annual Increase / Decrease (-) %	Affected By 2013/14		Comments	Proposed Budget 2014/15	Proposed Budget 2015/16
					SAVINGS PROPOSAL	GROWTH PROPOSAL			
<b>FEES &amp; CHARGES</b>									
KRA000-10676 - Use of Facilities	-£608	-£2,000	-£1,000	-50.00 %	N	N		-£1,000	-£1,000
<b>LAND &amp; PROPERTY BASED CHARGES</b>									
KRA000-10901 - Rent	-£2,160	-£1,200	-£2,000	66.67 %	N	N		-£2,000	-£2,000
	-£2,767	-£3,200	-£3,000	-6.25 %				-£3,000	-£3,000

**COMMUNITY SERVICES**

**2013/14 FEES & CHARGES PROPOSED FOR :-  
CEMETERIES**

**RESIDENT**

Description	2012/13 Charge	PRICING STRATEGY					Proposed 2013/14 Charge	Annual Increase / Decrease (-) %	Affected By 2013/14		Comments
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE	STATUTORY			SAVINGS PROPOSAL	GROWTH PROPOSAL	
<b>Outside Scope for VAT purposes</b>											
If the deceased has lived away from the Watford area for less than 60 months the Resident charge will be made											
<b>TABLE OF FEES</b>											
<b>PART 1</b>											
<b>Exclusive rights of burial in earthen grave</b>											
Exclusive right of burial for 50 yrs in an earthen grave on all sections including Muslim section	£810.00	x	x	✓	x	x	£830.00	2.47 %	N	N	
<b>Walled graves &amp; vaults:</b>											
For the right to construct & build a walled grave or vault & for the exclusive right of burial for 50 yrs on all sections 8ftx4ft	£1,450.00	x	x	✓	x	x	£1,500.00	3.45 %	N	N	
<b>The Garden of Rest</b>											
For the exclusive right of burial for 50 yrs of cremated remains in the Garden of Rest at North Watford 4ft X 2ft	£390.00	x	x	✓	x	x	£400.00	2.56 %	N	N	
<b>The Garden of Remembrance</b>											
For the exclusive rights of burial for 50 yrs of cremated remains in the Garden of Remembrance at North Watford Cemetery size 2ft X 1ft	£340.00	x	x	✓	x	x	£350.00	2.94 %	N	N	
<b>CHILDREN'S SECTION</b>											
For the exclusive right of burial for 50 years 4ft x 2ft	£100.00	x	x	✓	x	x	£100.00	NO CHANGE	N	N	
For the exclusive right of burial for 50 years of a single depth grave for a child aged 5 years or over but not an adult	£200.00	x	x	✓	x	x	£200.00	NO CHANGE	N	N	
<b>PART 2</b>											
<b>Interments - the fees indicated for various heads :-</b>											
a) include the digging of the grave and											
b) Apply only where the interment is made between the hours of 9.30 am & 3.30 pm, or on the Certificate of a Coroner or Registered Medical Practitioner that immediate interment necessary. In any other case, an additional sum is payable	£50.00	x	x	✓	x	x	£51.00	2.00 %	N	N	
<b>For an interment in a grave in respect of which an exclusive right of burial HAS been granted :-</b>											
a) All sections	£425.00	x	x	✓	x	x	£435.00	2.35 %	N	N	
b) The children's section. All graves for 1 interment at a depth of 4ft size of grave spaces 4ft x 2ft	£145.00	x	x	✓	x	x	£150.00	3.45 %	N	N	
c) Caskets including extra digging required	£565.00	x	x	✓	x	x	£580.00	2.65 %	N	N	
d) For the interment / scattering of cremated remains in / on any grave on any section including Garden of Rest/Remembrance	£160.00	x	x	✓	x	x	£165.00	3.13 %	N	N	
e) For a stillborn child, or child whose age at the time of death did not exceed 1 month	£36.00	x	x	✓	x	x	£36.00	NO CHANGE	N	N	
f) Non viable foetus burial	£36.00	x	x	✓	x	x	£36.00	NO CHANGE	N	N	
g) Shrouded burial fee	New for 2013/14	x	x	✓	x	x	£60.00	N/A	N	N	
<b>For an interment in a grave in respect of which an exclusive right of burial HAS NOT been granted :-</b>											
a) For a stillborn child, or child whose age at the time of death did not exceed 1 month	£36.00	x	x	✓	x	x	£36.00	NO CHANGE	N	N	
b) For a child whose age at the time of death exceeded 1 month but did not exceed 5 years	£95.00	x	x	✓	x	x	£95.00	NO CHANGE	N	N	
c) For a child over 5 years or an adult	£180.00	x	x	✓	x	x	£180.00	NO CHANGE	N	N	
<b>PART 3</b>											
<b>Fees for memorial work and monumental work for the right to erect or place on a grave or vault in respect of which the exclusive right of burial has been granted</b>											
<b>Headstones, or any other type of monument</b>											
a) Not exceeding 3ft 6ins in height	£130.00	x	x	✓	x	x	£135.00	3.85 %	N	N	
b) Not exceeding 2ft 6ins in the Garden of Rest and in the children's section	£68.00	x	x	✓	x	x	£70.00	2.94 %	N	N	
c) Garden of Remembrance-as approved-sole design allowed	£59.00	x	x	✓	x	x	£60.00	1.69 %	N	N	

**COMMUNITY SERVICES**

**2013/14 FEES & CHARGES PROPOSED FOR :-  
CEMETERIES (continued)**

**RESIDENT.....continued**

Description	2012/13 Charge	PRICING STRATEGY				Proposed 2013/14 Charge	Annual Increase / Decrease (-) %	Affected By 2013/14		Comments	
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE			STATUTORY	SAVINGS PROPOSAL		GROWTH PROPOSAL
<b>Outside Scope for VAT purposes</b>											
<b>Kerbs</b>											
* a) Enclosing a space not exceeding 7ft x 3ft	£68.00	x	x	✓	x	x	£70.00	2.94 %	N	N	
* b) Enclosing a space not exceeding 4ft x 2ft in the Garden of Rest and Children's Section	£33.00	x	x	✓	x	x	£34.00	3.03 %	N	N	
<b>Vases</b>											
* For each vase, maximum size 12"x12"x12"	£20.00	x	x	✓	x	x	£20.00	NO CHANGE	N	N	
a) Separate, or as an addition to a headstone, not exceeding 18" x 12"	£28.00	x	x	✓	x	x	£29.00	3.57 %	N	N	
b) Where an inscription table or plate takes the place of a memorial	£70.00	x	x	✓	x	x	£72.00	2.86 %	N	N	
* Complete memorial, consisting of headstone & Kerbs	£240.00	x	x	✓	x	x	£245.00	2.08 %	N	N	
<b>THE FEES INDICATED FOR THE VARIOUS HEADS OF THIS PART INCLUDE THE ORIGINAL INSCRIPTION(S) WHEN THE MEMORIAL IS APPROVED</b>											
Fees for each subsequent inscription to an existing memorial	£31.00	x	x	✓	x	x	£32.00	3.23 %	N	N	
* Any other replacement works not covered by above											
<b>Standard rated &amp; exclusive of VAT</b>											
<b>PART 4</b>											
<b>Miscellaneous</b>											
The Burial Register - fee for transfer of grave grant for the exclusive right of burial	£25.00	x	x	✓	x	x	£25.50	2.00 %	N	N	
Fee for the searches of Burial Register and for copies of extract to be taken there from	£33.00	x	x	✓	x	x	£34.00	3.03 %	N	N	
Fee for the use of the Chapel	£75.00	x	x	✓	x	x	£77.00	2.67 %	N	N	
<b>Outside Scope for VAT purposes</b>											
<b>PART 5</b>											
<b>Maintenance of Grave spaces</b>											
Turfing a grave	£45.00	x	x	✓	x	x	£46.00	2.22 %	N	N	
Partial burying of headstone following failure of safety test	£50.00	x	x	✓	x	x	£51.00	2.00 %	N	N	
Supply soil for memorial inset	£40.00	x	x	✓	x	x	£41.00	2.50 %	N	N	
* Any other replacement works not covered by above											
<b>NOTE:</b>											
<b>Memorials can now be placed on graves of stillborn children FREE of CHARGE Size: 12" x 12" x 2". To be laid flat on grave surface</b>											

**COMMUNITY SERVICES**

**2013/14 FEES & CHARGES PROPOSED FOR :-  
CEMETERIES (continued)**

**NON RESIDENT**

Description	2012/13 Charge	PRICING STRATEGY					Proposed 2013/14 Charge	Annual Increase / Decrease (-) %	Affected By 2013/14		Comments
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE	STATUTORY			SAVINGS PROPOSAL	GROWTH PROPOSAL	
<b>Outside Scope for VAT purposes</b>											
If the deceased has lived away from the Watford area for less than 60 months the Resident charge will be made											
<b>PART 1</b>											
<b>Exclusive rights of burial in earthen grave</b>											
Exclusive right of burial for 50 yrs in an earthen grave on all sections including Muslim section	£2,430.00	x	x	✓	x	x	£2,500.00	2.88 %	N	N	
<b>Walled graves &amp; vaults:</b>											
For the right to construct & build a walled grave or vault & for the exclusive right of burial for 50 yrs on all sections 8ftx4ft	£4,350.00	x	x	✓	x	x	£4,475.00	2.87 %	N	N	
<b>The Garden of Rest</b>											
For the exclusive right of burial for 50 yrs of cremated remains in the Garden of Rest at North Watford 4ft X 2ft	£1,170.00	x	x	✓	x	x	£1,200.00	2.56 %	N	N	
<b>The Garden of Remembrance</b>											
For the exclusive rights of burial for 50 yrs of cremated remains in the Garden of Remembrance at North Watford Cemetery size 2ft X 1ft	£1,020.00	x	x	✓	x	x	£1,050.00	2.94 %	N	N	
<b>CHILDREN'S SECTION</b>											
For the exclusive right of burial for 50 years 4ft x 2ft	£300.00	x	x	✓	x	x	£300.00	NO CHANGE	N	N	
For the exclusive right of burial for 50 years of a single depth grave for a child aged 5 years or over but not an adult	£600.00	x	x	✓	x	x	£600.00	NO CHANGE	N	N	
<b>PART 2</b>											
<b>Interments - the fees indicated for various heads :-</b>											
a) Include the digging of the grave and											
b) Apply only where the interment is made between the hours of 9.30 am & 3.30 pm, or on the Certificate of a Coroner or Registered Medical Practitioner that immediate interment necessary. In any other case, an additional sum is payable and											
c) Apply provided that the interment is made within 15 minutes of the time arranged with the "superintendent". If not an additional sum is payable	£50.00	x	x	✓	x	x	£51.00	2.00 %	N	N	
<b>For an interment in a grave in respect of which an exclusive right of burial HAS been granted :-</b>											
a) All sections	£425.00	x	x	✓	x	x	£435.00	2.35 %	N	N	
b) The children's section. All graves for 1 interment at a depth of 4ft size of grave spaces 4ft X2ft	£145.00	x	x	✓	x	x	£145.00	NO CHANGE	N	N	
c) caskets including extra digging required	£565.00	x	x	✓	x	x	£580.00	2.65 %	N	N	
d) For the interment / scattering of cremated remains in / on any grave on any section including Garden in/on any grave on any section including Garden of Rest/Remembrance	£160.00	x	x	✓	x	x	£165.00	3.13 %	N	N	
e) For a stillborn child, or child whose age at the time of death did not exceed 1 month of death did not exceed 1 month	£36.00	x	x	✓	x	x	£36.00	NO CHANGE	N	N	
f) Non viable foetus burial	£36.00	x	x	✓	x	x	£36.00	NO CHANGE	N	N	
g) Shrouded burial fee	£60.00	x	x	✓	x	x	£60.00	N/A	N	N	
<b>For an interment in a grave in respect of which an exclusive right of burial HAS NOT been granted :-</b>											
a) For a stillborn child, or child whose age at the time of death did not exceed 1 month	£36.00	x	x	✓	x	x	£36.00	NO CHANGE	N	N	
b) For a child whose age at the time of death exceeded 1 month but did not exceed 5 yrs.	£95.00	x	x	✓	x	x	£95.00	NO CHANGE	N	N	
c) For a child over 5 years or an adult	£180.00	x	x	✓	x	x	£180.00	NO CHANGE	N	N	
<b>PART 3</b>											
<b>Fees for memorial work &amp; monumental work for the right to erect or place on a grave or vault in respect of which the exclusive right of burial has been granted</b>											
<b>Outside Scope for VAT purposes</b>											
<b>PART 3</b>											
<b>Fees for memorial work &amp; monumental work for the right to erect or place on a grave or vault in respect of which the exclusive right of burial has been granted</b>											
<b>Headstone, or any other type of monument</b>											
a) Not exceeding 3ft 6inc in height	£130.00	x	x	✓	x	x	£135.00	3.85 %	N	N	
b) Not exceeding 2ft 6inc in the Garden of rest and in the children's section	£68.00	x	x	✓	x	x	£70.00	2.94 %	N	N	
c) Garden of Remembrance - as approved-sole design allowed	£59.00	x	x	✓	x	x	£60.00	1.69 %	N	N	
<b>LEDGERS</b>											
* A ledger not exceeding 7ft x 3ft	£68.00	x	x	✓	x	x	£70.00	2.94 %	N	N	
<b>KERBS</b>											
* a) Enclosing a space not exceeding 7ft x 3ft	£68.00	x	x	✓	x	x	£70.00	2.94 %	N	N	
* b) Enclosing a space not exceeding 4ft x 2ft in the Garden of Rest and children's Section	£33.00	x	x	✓	x	x	£34.00	3.03 %	N	N	
<b>Vases</b>											
* For each vase, maximum size 12" x 12" x 12"	£20.00	x	x	✓	x	x	£20.00	NO CHANGE	N	N	
a) separate, or as an addition to a headstone, not exceeding 18" x 12"	£28.00	x	x	✓	x	x	£29.00	3.57 %	N	N	
b) Where an inscription table or plate takes the place of a headstone, either at the foot or head of a memorial	£70.00	x	x	✓	x	x	£72.00	2.86 %	N	N	
* Complete memorial, consisting of headstone and kerbs	£240.00	x	x	✓	x	x	£250.00	4.17 %	N	N	
<b>THE FEES INDICATED FOR THE VARIOUS HEADS OF THIS PART INCLUDED THE ORIGINAL INSCRIPTION(S) WHEN THE MEMORIAL IS APPROVED</b>											
Fees for each subsequent inscription to an existing memorial	£30.00	x	x	✓	x	x	£31.00	3.33 %	N	N	
* Any other replacement works not covered by above											
* GRAVE SPACES PURCHASED PRIOR TO 1ST APRIL 1981 ONLY											

**COMMUNITY SERVICES**

**2013/14 FEES & CHARGES PROPOSED FOR :-  
CEMETERIES (continued)**

*NON RESIDENT.....continued*

Description	2012/13 Charge	PRICING STRATEGY				Proposed 2013/14 Charge	Annual Increase / Decrease (-) %	Affected By 2013/14		Comments	
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE			STATUTORY	SAVINGS PROPOSAL		GROWTH PROPOSAL
<b>Standard rated &amp; exclusive of VAT</b>											
* Any other replacement works not covered by above											
<b>* GRAVE SPACES PURCHASED PRIOR TO 1ST APRIL 1981 ONLY</b>											
<b>PART 4</b>											
<b>Miscellaneous</b>											
The Burial Register - fee for transfer of grave grant for the exclusive right of burial	£25.00	x	x	✓	x	x	£25.50	2.00 %	N	N	
Fee for the searches of Burial Register and for copies of extract to be taken there from	£33.00	x	x	✓	x	x	£34.00	3.03 %	N	N	
Fee for the use of the Chapel	£75.00	x	x	✓	x	x	£77.00	2.67 %	N	N	
<b>PART 5</b>											
<b>Outside Scope for VAT purposes</b>											
<b>Maintenance of Grave spaces</b>											
Turfing a grave	£45.00	x	x	✓	x	x	£46.00	2.22 %	N	N	
Partial burying of headstone following failure of safety test	£50.00	x	x	✓	x	x	£51.00	2.00 %	N	N	
Supply soil for memorial inset	£40.00	x	x	✓	x	x	£41.00	2.50 %	N	N	
* Any other replacement works not covered by above											
<b>NOTE:</b>											
Memorials can now be placed on graves of stillborn children											
FREE of CHARGE Size: 12" x 12" x 2". To be laid flat on grave surface											

**BUDGET POSITION SUMMARY - CEMETERIES**

Income Code & Description	Actual 2011/12	Original Budget 2012/13	Proposed Budget 2013/14	Annual Increase / Decrease (-) %	Affected By 2013/14		Comments	Proposed Budget 2014/15	Proposed Budget 2015/16	
					SAVINGS PROPOSAL	GROWTH PROPOSAL				
										Y or N
<b>FEES &amp; CHARGES</b>										
KNA000-10520 - Sale of Grave Spaces	-£104,794	-£137,000	-£137,000	NO CHANGE	N	N		-£137,000	-£137,000	
KNA000-10522 - Burial Fees	-£72,425	-£42,150	-£50,000	18.62 %	N	N		-£50,000	-£50,000	
KNA000-10524 - Memorial Fees	-£16,877	-£16,000	-£16,000	NO CHANGE	N	N		-£16,000	-£16,000	
KNA000-10526 - Use of Chapel	-£1,950	-£2,000	-£2,000	NO CHANGE	N	N		-£2,000	-£2,000	
KNA000-10527 - Transfer Fees	-£2,062	-£700	-£1,000	42.86 %	N	N		-£1,000	-£1,000	
KNA000-10682 - Headstone Insertion	£0	-£150	-£150	NO CHANGE	N	N		-£150	-£150	
<b>LAND &amp; PROPERTY BASED CHARGES</b>										
KNA000-10901 - Rent	-£9,542	-£860	-£5,000	481.40 %	N	N		-£5,000	-£5,000	
	-£207,650	-£198,860	-£211,150	6.18 %				-£211,150	-£211,150	

**COMMUNITY SERVICES**

**2013/14 FEES & CHARGES PROPOSED FOR :-  
HOUSING**

Description	2012/13 Charge	PRICING STRATEGY					Proposed 2013/14 Charge	Annual Increase / Decrease (-) %	Affected By 2013/14		Comments
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE	STATUTORY			SAVINGS PROPOSAL	GROWTH PROPOSAL	
<b>Outside Scope for VAT purposes</b>											
Average weekly hostel rents and service charges	£159.87	x	✓	x	x	x	£160.35	0.30 %	N	N	No increase to rent as at maximum for HB subsidy, 5% increase to personal charge
Managed dwelling rents	£117.00	x	✓	x	x	x	£121.00	3.42 %	N	N	RPI plus 0.5% increase. Not comparable with previous year due to stock portfolio changes

**BUDGET POSITION SUMMARY - HOUSING**

Income Code & Description	Actual 2011/12	Original Budget 2012/13	Proposed Budget 2013/14	Annual Increase / Decrease (-) %	Affected By 2013/14		Comments	Proposed Budget 2014/15	Proposed Budget 2015/16
					SAVINGS PROPOSAL	GROWTH PROPOSAL			
<b>FEES &amp; CHARGES</b>									
JAC000-I0537 - Miscellaneous Fees & Charges	-£8,869	£0	£0	NO CHANGE	N	N	No longer provide service Care and Repair	£0	£0
<b>LAND &amp; PROPERTY BASED CHARGES</b>									
JAJ000-I0901 - Rent	0	-£102,880	£0	-100.00 %	N	N	Original budget relates to the below and subsequently vired	£0	£0
JAJ000-I0901 WJ0083 - Rent (Dwellings)	-£67,922	-£30,970	-£84,040	171.36 %	N	N	Proposed budget based on current re-tendering. Portfolio increased since 2012/13.	-£84,040	-£84,040
JAJ000-I0901 WJ0084 - Rent (Hostels)	-£442,756	-£341,150	-£445,960	30.72 %	N	N	Proposed budget based on current re-tendering. Portfolio increased since 2012/13.	-£445,960	-£445,960
JAJ000-I0901 WJ0301 - Hostels (Former Tenants)	-£11,855	£0	£0	NO CHANGE	N	N		£0	£0
JAN000-I0905 - B&B Hostel Income		£0	-£30,500	NEW BUDGET	N	N	Income budget based on B&B spend costs	-£30,500	-£30,500
	-£531,403	-£475,000	-£560,500	18.00 %				-£560,500	-£560,500



**ENVIRONMENTAL SERVICES**

**2013/14 FEES & CHARGES PROPOSED FOR :-  
WASTE SERVICES INCLUDING TRADE WASTE**

Description	2012/13 Charge	PRICING STRATEGY				Proposed 2013/14 Charge	Annual Increase / Decrease (%)	Affected By 2013/14		Comments	
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE			STATUTORY	SAVINGS PROPOSAL		GROWTH PROPOSAL
<b>Outside Scope &amp; exclusive of VAT</b>											
<b>TRADE WASTE</b>											
1100L Euro bin											
Container per empty (Excl Schools/Charities)	£12.49	x	✓	✓	x	✓	£13.74	10.00 %	N	N	
1100L Euro bin											
Container per empty (Schools/Charities)	£8.75	x	✓	✓	x	✓	£9.62	10.00 %	N	N	
1100L Euro bin hire											
Container per empty (recycling)	£8.33	x	✓	✓	x	✓	£9.16	10.00 %	N	N	
1100L Euro bin hire											
Hire charge per week	£1.31	x	✓	✓	x	✓	£1.44	10.00 %	N	N	
1100L Euro bin											
Purchase price	£378.00	x	✓	✓	x	✓	£415.80	10.00 %	N	N	
940L Chamberlain bin Container											
Container per empty (Excl Schools/Charities)	£11.30	x	✓	✓	x	✓	£12.43	10.00 %	N	N	
940L Chamberlain bin Container											
Container per empty (Schools/Charities)	£7.91	x	✓	✓	x	✓	£8.70	10.00 %	N	N	
940L Chamberlain bin											
Container per empty (recycling)	£7.54	x	✓	✓	x	✓	£8.29	10.00 %	N	N	
940L Euro bin hire											
Hire charge per week	£1.31	x	✓	✓	x	✓	£1.44	10.00 %	N	N	
940L Chamberlain bin											
Purchase price	£325.50	x	✓	✓	x	✓	£358.05	10.00 %	N	N	
660L Euro bin container											
Container per empty (Excl Schools/Charities)	£10.11	x	✓	✓	x	✓	£11.13	10.00 %	N	N	
660L Euro bin container											
Container per empty (Schools/Charities)	£7.08	x	✓	✓	x	✓	£7.79	10.00 %	N	N	
660L Euro bin container											
Container per empty (recycling)	£6.74	x	✓	✓	x	✓	£7.42	10.00 %	N	N	
660L Euro bin hire											
Hire charge per week	£1.31	x	✓	✓	x	✓	£1.44	10.00 %	N	N	
660L Euro bin container											
Purchase price	£336.00	x	✓	✓	x	✓	£369.60	10.00 %	N	N	
360L wheeled bins											
Container per empty (Excl Schools/Charities)	£8.33	x	✓	✓	x	✓	£9.16	10.00 %	N	N	
360L wheeled bins											
Container per empty (Schools/Charities)	£5.83	x	✓	✓	x	✓	£6.41	10.00 %	N	N	
360L wheeled bins											
Container per empty (recycling)	£5.55	x	✓	✓	x	✓	£6.11	10.00 %	N	N	
360L Euro bin hire											
Hire charge per week	£1.31	x	✓	✓	x	✓	£1.44	10.00 %	N	N	
360L wheeled bins											
Purchase price	£136.50	x	✓	✓	x	✓	£150.15	10.00 %	N	N	
240L Wheeled bins											
Container per empty (Excl Schools/Charities)	£7.14	x	✓	✓	x	✓	£7.85	10.00 %	N	N	
240L Wheeled bins											
Container per empty (Schools/Charities)	£5.00	x	✓	✓	x	✓	£5.50	10.00 %	N	N	
240L Wheeled bins											
Container per empty (recycling)	£4.76	x	✓	✓	x	✓	£5.24	10.00 %	N	N	
240L Euro bin hire											
Hire charge per week	£1.31	x	✓	✓	x	✓	£1.44	10.00 %	N	N	
240L Wheeled bins											
Purchase price	£63.00	x	✓	✓	x	✓	£69.30	10.00 %	N	N	
<b>TRADE SACKS</b>											
20kg Sack	£2.10	x	✓	x	x	x	£2.31	10.00 %	N	N	
<b>DOMESTIC WASTE</b>											
Delivery of recycling boxes & green bins	£5.00	x	x	✓	x	x	£5.00	NO CHANGE	N	N	
<b>DOMESTIC SACKS</b>											
Excess Waste Sack	£1.00	x	✓	x	x	x	£1.00	NO CHANGE	N	N	
Nappy Sack	£0.25	x	✓	x	x	x	£0.25	NO CHANGE	N	N	

**BUDGET POSITION SUMMARY - WASTE SERVICES INCLUDING TRADE WASTE**

Income Code & Description	Actual 2011/12	Original Budget 2012/13	Proposed Budget 2013/14	Annual Increase / Decrease (%)	Affected By 2013/14		Comments	Proposed Budget 2014/15	Proposed Budget 2015/16	
					SAVINGS PROPOSAL	GROWTH PROPOSAL				
										Y or N
<b>SALES</b>										
KMD000-I0113 - Trade Sales - Paper	-£6,942	-£7,600	-£5,250	-30.92 %	N	N	Change of contract and decrease in price	-£5,250	-£5,250	
KMD000-I0114 - Trade Sales - Glass	-£6,366	-£830	-£1,250	50.60 %	N	N	Increased tonnages	-£1,250	-£1,250	
KMD000-I0116 - Trade Sales - Cardboard	-£3,656	-£2,800	-£2,800	NO CHANGE	N	N		-£2,800	-£2,800	
KMD000-I0123 - Trade Waste Sacks	-£13,593	-£10,500	-£11,550	10.00 %	N	N		-£11,550	-£11,550	
KME000-I0122 - Nappy Sacks	-£352	-£300	-£300	NO CHANGE	N	N		-£300	-£300	
KME000-I0125 - Excess Waste Sacks	-£1,705	-£1,500	-£1,500	NO CHANGE	N	N		-£1,500	-£1,500	
KMG000-I0113 - Sales of Paper	-£5,796	-£6,000	-£2,400	-60.00 %	N	N	Decrease in paper income and loss of Sainsbury's bank sites from March 2013.	-£2,400	-£2,400	
KMG000-I0538 - Recycling Textiles	-£18,578	-£20,000	-£12,000	-40.00 %	N	N	Loss of Sainsbury's bank sites from March 2013.	-£12,000	-£12,000	
KMH000-I0113 - Sales of Paper	-£233,891	-£205,000	-£95,200	-53.56 %	N	N	Budgets based on service re-design that will result in variances across many waste budgets including increased income from recycling credits. Individual budget lines should not be looked at in isolation.	-£95,200	-£95,200	
KMH000-I0114 - Sales of Glass	-£47,850	-£7,670	-£4,390	-42.76 %	N	N		-£4,390	-£4,390	
KMH000-I0115 - Cans & Plastics	-£21,758	-£21,000	-£16,600	-20.95 %	N	N		-£16,600	-£16,600	
KMH000-I0129 - Sales of Co Minged Recycling	£0	£0	-£53,140	100.00 %	N	N		-£53,140	-£53,140	
<b>FEES &amp; CHARGES</b>										
KMD000-I0531 - Trade Refuse Charges	-£569,555	-£619,500	-£649,000	4.76 %	N	N	Current forecast for 2012/13 of £590k as @ 26/10/12 lower than original budget.	-£649,000	-£649,000	
KMD000-I0606 - Hire of Equipment	-£41,020	-£45,150	-£49,670	10.01 %	N	N		-£49,670	-£49,670	
KME000-I0537 WJ0082 - Misc Fees & Charges (TRDC)	-£7,130	-£7,550	-£7,550	NO CHANGE	N	N		-£7,550	-£7,550	
KMH000-I0537 WJ0082 - Misc Fees & Charges (TRDC)	-£7,420	-£7,720	-£7,720	NO CHANGE	N	N		-£7,720	-£7,720	
	<b>-£985,612</b>	<b>-£963,120</b>	<b>-£920,320</b>	<b>-4.44 %</b>				<b>-£920,320</b>	<b>-£920,320</b>	

**2013/14 FEES & CHARGES PROPOSED FOR :-  
SPECIAL COLLECTIONS & STREET CLEANSING**

Prices quoted below are exclusive of VAT

Description	2012/13 Charge	PRICING STRATEGY				Proposed 2013/14 Charge	Annual Increase / Decrease (-) %	Affected By 2013/14		Comments
		COMMERCIAL	FULL COST REC	SUBSIDISED FEE	STATUTORY			SAVINGS PROPOSAL	GROWTH PROPOSAL	
Y or N										
<b>Where Commercial Special Collections are made, the charge would be subject to VAT at the Standard rate.</b>										
<b>Where Household Special Collections are made, the charge would be Outside Scope for VAT purposes.</b>										
<b>SPECIAL COLLECTIONS</b>										
Up to four bulky items *	£27.50	x	x	✓	x	£27.50	NO CHANGE	N	N	Service charges across Hertfordshire for collection of 3 bulky items and / or 1 white goods item range from £23 to £45 with the majority of charges being between £25 and £30. We therefore are representing the average charge. Majority of residents comments about the service relate to 'high charges'. We do not therefore propose to increase charges this year but the overall service costs will reduce as part of service redesign and decrease by 1 post, however all services will continue to be provided. We are currently on target to meet our income targets for 2012/13.
Up to 3 bulky items	£27.50	x	x	✓	x	£27.50	NO CHANGE	N	N	
Each additional bulky item :-	£70.00	x	x	✓	x	£70.00	NO CHANGE	N	N	
White Goods	£30.00	x	x	✓	x	£30.00	NO CHANGE	N	N	
Other bulky/garden clearance collections and disposal minimum charge	£70.00	x	x	✓	x	£70.00	NO CHANGE	N	N	
Hazardous Waste* (TV/Electrical)	£30.00	x	x	✓	x	£30.00	NO CHANGE	N	N	
<b>ABANDONED VEHICLES (Statutory Charges) (On Road - Outside Scope for VAT) (Off Road E.G. Private Land - Standard Rated)</b>										
<b>Removal of vehicle on road not substantially damaged, or 2 wheeled vehicle on or off road equal to or less than 3.5 tonnes</b>										
equal to or less than 3.5 tonnes	£150.00	x	x	✓	✓	£150.00	NO CHANGE	N	N	Prescribed statutory charges
exceeding 3.5 tonnes but less than 7.5 tonnes	£200.00	x	x	✓	✓	£200.00	NO CHANGE	N	N	Prescribed statutory charges
exceeding 7.5 tonnes	£300.00	x	x	✓	✓	£300.00	NO CHANGE	N	N	Prescribed statutory charges
<b>Removal of vehicle on road substantially damaged excluding 2 wheeled vehicle equal to or less than 3.5 tonnes</b>										
equal to or less than 3.5 tonnes	£250.00	x	x	✓	✓	£250.00	NO CHANGE	N	N	Prescribed statutory charges
exceeding 3.5 tonnes but less than 7.5 tonnes	£650.00	x	x	✓	✓	£650.00	NO CHANGE	N	N	Prescribed statutory charges
exceeding 7.5 tonnes *	£2,000.00	x	x	✓	✓	£2,000.00	NO CHANGE	N	N	Prescribed statutory charges
<b>Removal of vehicle off road not substantially damaged excluding 2 wheeled vehicle equal to or less than 3.5 tonnes</b>										
equal to or less than 3.5 tonnes	£200.00	x	x	✓	✓	£200.00	NO CHANGE	N	N	Prescribed statutory charges
exceeding 3.5 tonnes but less than 7.5 tonnes	£400.00	x	x	✓	✓	£400.00	NO CHANGE	N	N	Prescribed statutory charges
exceeding 7.5 tonnes*	£1,000.00	x	x	✓	✓	£1,000.00	NO CHANGE	N	N	Prescribed statutory charges
<b>Removal of vehicle off road substantially damaged excluding 2 wheeled vehicle equal to or less than 3.5 tonnes</b>										
equal to or less than 3.5 tonnes	£300.00	x	x	✓	✓	£300.00	NO CHANGE	N	N	Prescribed statutory charges
exceeding 3.5 tonnes but less than 7.5 tonnes	£850.00	x	x	✓	✓	£850.00	NO CHANGE	N	N	Prescribed statutory charges
exceeding 7.5 tonnes *	£3,000.00	x	x	✓	✓	£3,000.00	NO CHANGE	N	N	Prescribed statutory charges
<b>Storage charge per day equal to or less than 3.5 tonnes</b>										
equal to or less than 3.5 tonnes	£20.00	x	x	✓	✓	£20.00	NO CHANGE	N	N	Prescribed statutory charges
exceeding 3.5 tonnes but less than 7.5 tonnes	£25.00	x	x	✓	✓	£25.00	NO CHANGE	N	N	Prescribed statutory charges
exceeding 7.5 tonnes	£30.00	x	x	✓	✓	£30.00	NO CHANGE	N	N	Prescribed statutory charges
<b>Destruction / disposal equal to or less than 3.5 tonnes</b>										
equal to or less than 3.5 tonnes	£75.00	x	x	✓	✓	£75.00	NO CHANGE	N	N	Prescribed statutory charges
exceeding 3.5 tonnes but less than 7.5 tonnes	£100.00	x	x	✓	✓	£100.00	NO CHANGE	N	N	Prescribed statutory charges
exceeding 7.5 tonnes unladen	£125.00	x	x	✓	✓	£125.00	NO CHANGE	N	N	Prescribed statutory charges
Note: Additional removal charges apply where non standard measures are required to seize and transport vehicles from and across private land to the nearest highway										
*unladen weight only										
<b>ABANDONED VEHICLES (Non Statutory Charges) (On Road - Outside Scope for VAT) (Off Road E.G. Private Land - Standard Rated)</b>										
<b>Return of seized vehicle - cost per mile equal to or less than 3.5 tonnes</b>										
equal to or less than 3.5 tonnes	£2.20	✓	✓	x	x	£2.30	4.55 %	N	N	Schedule 4 of the EPA requires these charges to equate to the breakeven costs of administering the scheme
exceeding 3.5 tonnes less than 7.5 tonnes	£4.10	✓	✓	x	x	£4.30	4.88 %	N	N	
equal to or exceeding 7.5 tonnes	Quotation	✓	✓	x	x	Quotation	NO CHANGE	N	N	
<b>ABANDONED SHOPPING TROLLEY (Non prescribed statutory charges) (Outside Scope for VAT)</b>										
<b>Seizure</b>										
From highway & open spaces - per trolley	£25.00	✓	✓	x	x	£25.00	NO CHANGE	N	N	Schedule 4 of the EPA requires these charges to equate to the breakeven costs of administering the scheme
From river/riverside areas - per trolley	£35.00	✓	✓	x	x	£35.00	NO CHANGE	N	N	
From private land - per trolley	£40.00	✓	✓	x	x	£40.00	NO CHANGE	N	N	
<b>Storage</b>										
Trolleys not collected within the statutory 6 week disposal notice period - per trolley	£10.00	✓	✓	x	x	£10.00	NO CHANGE	N	N	
<b>ABANDONED SHOPPING TROLLEY (Non statutory charges) (Standard Rated for VAT)</b>										
Requested return delivery charge - per trolley	£10.00	✓	✓	x	x	£10.00	NO CHANGE	N	N	
<b>GRAFFITI &amp; FLY POSTER REMOVAL (Statutory Duty - Outside Scope for VAT) (Non Statutory Duty - Standard Rated for VAT)</b>										
<b>GRAFFITI REMOVAL</b>										
Removal from private Property up to 2 sqm	£30.00	✓	✓	x	x	£31.00	3.33 %	N	N	The removal of graffiti and fly posters from property directly adjoining the public highway or other public open space is provided to victims free of charge on a discretionary basis. Charges are made however for the recovery of costs in the following situations :- i) from offenders on prosecution. ii) where it has been necessary for the Council to apply its enforcement powers to achieve removal. iii) where the owner of a defaced property has a statutory duty to remove (unless subject to an existing service agreement with the Council).
Removal from private Property additional sqm's	£15.00	✓	✓	x	x	£15.00	NO CHANGE	N	N	
Removal - any type affixed 2.4 m above ground level	Quotation	✓	✓	x	x	Quotation	NO CHANGE	N	N	
<b>FLYPOSTER REMOVAL</b>										
Removal - minimum each - tied or clamped on	£20.00	✓	✓	x	x	£20.00	NO CHANGE	N	N	
Removal - minimum each - glued on/self adhering	£35.00	✓	✓	x	x	£36.00	2.86 %	N	N	
Removal - any type affixed 2.4 m above ground level	Quotation	✓	✓	x	x	Quotation	NO CHANGE	N	N	

**BUDGET POSITION SUMMARY - SPECIAL COLLECTIONS & STREET CLEANSING**

Income Code & Description	Actual 2011/12	Original Budget 2012/13	Proposed Budget 2013/14	Annual Increase / Decrease (-) %	Affected By 2013/14		Comments	Proposed Budget 2014/15	Proposed Budget 2015/16	
					SAVINGS PROPOSAL	GROWTH PROPOSAL				
Y or N										
<b>SALES</b>										
KKB004-I0112 - Sales of Abandoned Vehicles	-£1,996	-£1,200	-£1,800	50.00 %	N	N		-£1,800	-£1,800	
<b>FEES &amp; CHARGES</b>										
KLC001-I0576 - Income - Abandoned Trolleys	-£9,934	-£9,000	-£3,000	-66.67 %	N	N	Improved controls applied by retailers during recession	-£3,000	-£3,000	
KLC002-I0537 WJ0161 - Misc Fees & Charges (WRP)	-£939	£0	£0	NO CHANGE	N	N		£0	£0	
KLC003-I0537 - Misc Fees & Charges	-£8,325	£2,380	£0	100.00 %	N	N		£0	£0	
KLC003-I0537 WJ0114 - Misc Fees & Charges (Other)	-£3,375	-£8,360	-£4,500	-46.17 %	N	N	Fairview Homes only	-£4,500	-£4,500	
KLC003-I0537 WJ0161 - Misc Fees & Charges (WRP)	-£4,695	-£5,630	£0	-100.00 %	N	N	Service ended by Watford Rural Parish	£0	£0	
KLC004-I0537 WJ0082 - Misc Fees & Charges (TRDC)	-£7,438	-£7,360	-£7,360	NO CHANGE	N	N		-£7,360	-£7,360	
KMF000-I0532 - Bulky Domestic Fees	-£31,151	-£35,640	-£35,640	NO CHANGE	N	N		-£35,640	-£35,640	
KMF000-I0533 - Bulky Commercial Fees	-£2,275	-£2,610	-£2,610	NO CHANGE	N	N		-£2,610	-£2,610	
KMF000-I0536 - Miscellaneous Charges	-£2,439	-£2,880	-£2,880	NO CHANGE	N	N		-£2,880	-£2,880	
	-£72,566	-£70,320	-£57,280	78.2 %				-£57,790	-£57,790	

**ENVIRONMENTAL SERVICES**

**2013/14 FEES & CHARGES PROPOSED FOR :-  
ENVIRONMENTAL HEALTH & LICENSING**

Description	2012/13 Charge	PRICING STRATEGY				Proposed 2013/14 Charge	Annual Increase / Decrease (-) %	Affected By 2013/14		Comments	
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE			STATUTORY	SAVINGS PROPOSAL		GROWTH PROPOSAL
<b>Outside Scope for VAT purposes</b>											
<b>Taxi &amp; Private Hire Vehicle Licences</b>											
Annual Vehicle Licence	£218.00	x	✓	x	x	x	£218.00	NO CHANGE	N	N	
Vehicle Inspection fee paid direct to Council approved MOT testing station *	£66.00	x	✓	x	x	x	£0.00	N/A	N	N	Move to MOT only and no need to include in fees and charges
NB: Both fees must be paid to obtain a vehicle licence <b>TOTAL FEE FOR ANNUAL LICENCE *</b>	£284.00	x	✓	x	x	x	£218.00	-23.24 %	N	N	
Vehicle re test fee paid direct to Council approved MOT testing station if vehicle re-tested more than 14 days after original test	£38.00	x	✓	x	x	x	£0.00	N/A	N	N	Move to MOT only and no need to include in fees and charges
Transfer of vehicle ownership (payable by buyer)	£17.50	x	✓	x	x	x	£17.50	NO CHANGE	N	N	
Taximeter tests	£17.50	x	✓	x	x	x	£17.50	NO CHANGE	N	N	
Replacement vehicle plates	£21.00	x	✓	x	x	x	£21.00	NO CHANGE	N	N	
Optional plate fitting brackets	£21.00	x	✓	x	x	x	£21.00	NO CHANGE	N	N	
Compulsory door signs for hackney carriages	£10.50	x	✓	x	x	x	£10.50	NO CHANGE	N	N	
Advertising approval on hackney carriages (agency)	£150.00	x	✓	x	x	x	£150.00	NO CHANGE	N	N	
Advertising approval per hackney carriage	£50.00	x	✓	x	x	x	£50.00	NO CHANGE	N	N	
Advertising approval (Licensing Committee referral)	£250.00	x	✓	x	x	x	£250.00	NO CHANGE	N	N	
Private Hire Operators (5 yrs)	£735.00	x	✓	x	x	x	£735.00	NO CHANGE	N	N	
Driver Licences (3 yrs)	£335.00	x	✓	x	x	x	£335.00	NO CHANGE	N	N	
Driver Licences (1 yr)	£117.00	x	✓	x	x	x	£117.00	NO CHANGE	N	N	
Theory Knowledge Test (each attempt)	£35.00	x	✓	x	x	x	£35.00	NO CHANGE	N	N	
Disability awareness Course non-attendance fee	£27.90	x	✓	x	x	x	£27.90	NO CHANGE	N	N	
Replacement drivers badges	£17.50	x	✓	x	x	x	£17.50	NO CHANGE	N	N	
Duplicate documents	£17.50	x	✓	x	x	x	£17.50	NO CHANGE	N	N	
<b>Street Trading</b>											
Street Trading Consent (per annum)	£771.75	x	✓	x	x	x	£462.00	-40.14 %	N	N	
Street Trading Consent (per annum) - Vicarage Road	£462.00	x	✓	x	x	x	£462.00	NO CHANGE	N	N	
Street Trading Consent daily rate (if less than one year)	£21.00	x	✓	x	x	x	£21.00	NO CHANGE	N	N	
Street Trading Consent (Town Centre Markets per stall per day, waived for charitable etc stalls)	£21.00	x	✓	x	x	x	£21.00	NO CHANGE	N	N	
<b>Permit for Tables &amp; Chairs on the Highway</b>											
Initial application (1 year permit)	£367.00	x	✓	x	x	x	£367.00	NO CHANGE	N	N	
Renewal of annual permit	£315.00	x	✓	x	x	x	£315.00	NO CHANGE	N	N	
<b>Free Printed Matter Distribution</b>											
First distributor	£50.00	x	✓	x	x	x	£50.00	NO CHANGE	N	N	
Each additional distributor	£30.00	x	✓	x	x	x	£30.00	NO CHANGE	N	N	
Additional fee for each distributor between 1700 and 0900	£20.00	x	✓	x	x	x	£20.00	NO CHANGE	N	N	

**BUDGET POSITION SUMMARY - ENVIRONMENTAL HEALTH & LICENSING**

Income Code & Description	Actual 2011/12	Original Budget 2012/13	Proposed Budget 2013/14	Annual Increase / Decrease (-) %	Affected By 2013/14		Comments	Proposed Budget 2014/15	Proposed Budget 2015/16	
					SAVINGS PROPOSAL	GROWTH PROPOSAL				
										Y or N
<b>FEES &amp; CHARGES</b>										
EGA000-I0101 - Miscellaneous Sales	-£1,173	£0	-£1,000	100.00 %	N	N		-£1,000	-£1,000	
EGA000-I0541 - Drivers' Licences (Private Hire)	-£3,828	£0	-£2,000	100.00 %	N	N		-£2,000	-£2,000	
EGA000-I0542 - Vehicle Licences (Private Hire)	-£28,354	-£21,800	-£21,800	NO CHANGE	N	N		-£21,800	-£21,800	
EGA000-I0543 - Operator Licences (Private Hire)	-£700	£0	-£700	100.00 %	N	N		-£700	-£700	
EGA000-I0545 - Drivers' Licences (Hackney Carriage)	-£44,715	-£38,860	-£38,860	NO CHANGE	N	N		-£38,860	-£38,860	
EGA000-I0546 - Vehicle Licences (Hackney Carriage)	-£62,938	-£66,050	-£63,000	-4.62 %	N	N		-£63,000	-£63,000	
EGA000-I0548 - Fees - Drivers' Tests	-£1,515	-£980	-£1,200	22.45 %	N	N		-£1,200	-£1,200	
EGA000-I0549 - Fees - Record Transfers	-£697	-£770	-£700	-9.09 %	N	N		-£700	-£700	
EGD000-I0558 - Fees - Street Trading	-£284	-£450	-£300	-33.33 %	N	N		-£300	-£300	
EGD000-I0558 WJ0108 - Pavement Licences	-£7,609	-£9,000	-£7,500	-16.67 %	N	N		-£7,500	-£7,500	
EGJ000-I0558 - Fees - Street Trading	-£512	-£420	-£420	NO CHANGE	N	N		-£420	-£420	
EGJ000-I0558 WJ0107 - Street Trading	-£11,185	-£8,300	-£7,500	-9.64 %	N	N		-£7,500	-£7,500	
EGJ000-I0558 WJ0282 - Street Trading (Printed Matter)	-£5,849	£0	-£2,500	100.00 %	N	N		-£2,500	-£2,500	
	<b>-£169,358</b>	<b>-£146,630</b>	<b>-£147,480</b>	<b>0.58 %</b>				<b>-£147,480</b>	<b>-£147,480</b>	

**ENVIRONMENTAL SERVICES**

**2013/14 FEES & CHARGES PROPOSED FOR :-  
ENVIRONMENTAL HEALTH & LICENSING (continued)**

Prices quoted below are exclusive of VAT

Description	2012/13 Charge	PRICING STRATEGY				Proposed 2013/14 Charge	Annual Increase / Decrease (-) %	Affected By 2013/14		Comments
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE			SAVINGS PROPOSAL	GROWTH PROPOSAL	
<b>Outside Scope for VAT purposes</b>										
<b>Sex Establishment Licence</b> Annual licence fee	£6,312.00	x	✓	x	x	£6,312.00	NO CHANGE	N	N	Price re-instatement post discussion with members...Westminster case appeal awaited
<b>Sexual Entertainment Venue Licence</b> Application for grant of licence	£900.00	x	✓	x	x	£900.00	NO CHANGE	N	N	Reduction in price to comply with EU Service Regulations 2009
Fee on grant of licence	£315.00	x	✓	x	x	£315.00	NO CHANGE	N	N	
Renewal of licence	£900.00	x	✓	x	x	£315.00	-65.00 %	N	N	
Major variations (at officer's discretion)	£315.00	x	✓	x	x	£315.00	NO CHANGE	N	N	
Minor variations (at officer's discretion)	£89.00	x	✓	x	x	£89.00	NO CHANGE	N	N	
<b>Skin Piercing</b> Operator (each)	£70.00	x	✓	x	x	£50.00	-28.57 %	N	N	Changes reflect the relative cost to process applications
Premises	£125.00	x	✓	x	x	£150.00	20.00 %	N	N	
<b>Special Shop &amp; Other Animal Licences (excl Veterinary fees)</b> Pet Shops	£185.00	x	✓	x	x	£185.00	NO CHANGE	N	N	A new fee that is reduced for home boarding to reflect costs
Dangerous Wild Animals	£200.00	x	✓	x	x	£200.00	NO CHANGE	N	N	
Animal Boarding / Breeding Establishment annual registration	£290.00	x	✓	x	x	£290.00	NO CHANGE	N	N	
Annual re-registration	£115.00	x	✓	x	x	£115.00	NO CHANGE	N	N	
Annual re-registration (home boarding)	New for 2013/14	x	✓	x	x	£75.00	N/A	N	N	
<b>Motor Salvage</b> Operator (Statutory fee)	£110.00	x	✓	x	x	£110.00	NO CHANGE	N	N	
<b>A request for a CRB check would be subject to VAT at the Standard rate.</b>										
<b>A request for a CRB check which forms part of a Licence application would be Outside Scope for VAT purposes.</b>										
<b>CRB checks</b> Criminal Records Bureau check for selected licences	£36.00	x	x	x	x	£44.00	22.22 %	N	N	Increased statutory fee
Statutory fee plus admin fee of £7	£42.00	x	✓	x	x	£51.00	21.43 %	N	N	

**BUDGET POSITION SUMMARY - ENVIRONMENTAL HEALTH & LICENSING**

Income Code & Description	Actual 2011/12	Original Budget 2012/13	Proposed Budget 2013/14	Annual Increase / Decrease (-) %	Affected By 2013/14		Comments	Proposed Budget 2014/15	Proposed Budget 2015/16	
					SAVINGS PROPOSAL	GROWTH PROPOSAL				
<b>FEES &amp; CHARGES</b>										
EBL000-10559 - Motor Salvage Operator	-£110	£0	£0	NO CHANGE	N	N	As income directly relates to expenditure both budgets being reprofiled.	£0	-£110	
ECE000-10578 - Skin Piercing / Tattooing	-£1,500	£0	-£500	100.00 %	N	N		-£500	-£500	
EGA000-10551 - Fees-Criminal Records Bureau	-£5,037	-£900	£0		N	N	£0	£0		
EGE000-10556 - Other Licences (incl Sex Establishment)	-£6,312	-£6,310	-£6,310	NO CHANGE	N	N	-£6,310	-£6,310		
EGG000-10552 - Registration Fees	-£1,440	£0	£0	NO CHANGE	N	N	£0	£0		
EGG000-10553 WJ0091 - LA 2003 Prem Lic Annual Fee	-£1,370	£0	£0	NO CHANGE	N	N	£0	£0		
EGG020-10557 - Fees - Gambling Act 2005	-£100	£0	£0	NO CHANGE	N	N	£0	£0		
	<b>-£15,869</b>	<b>-£7,210</b>	<b>-£6,810</b>	<b>-5.55 %</b>			<b>-£6,810</b>	<b>-£6,920</b>		

**ENVIRONMENTAL SERVICES**

**2013/14 FEES & CHARGES PROPOSED FOR :-  
ENVIRONMENTAL HEALTH & LICENSING (continued)**

Description	2012/13 Charge	PRICING STRATEGY				Proposed 2013/14 Charge	Annual Increase / Decrease (-) %	Affected By 2013/14		Comments	
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE			STATORY	SAVINGS PROPOSAL		GROWTH PROPOSAL
<b>Outside Scope for VAT purposes</b>											
<b><u>GAMBLING ACT 2005</u></b>											
<b><u>New applications</u></b>											
Bingo	£843.00	x	✓	x	x	x	£843.00	NO CHANGE	N	N	
Betting (off-course)	£843.00	x	✓	x	x	x	£843.00	NO CHANGE	N	N	
Betting (track)	£843.00	x	✓	x	x	x	£843.00	NO CHANGE	N	N	
Adult Gaming Centre	£843.00	x	✓	x	x	x	£843.00	NO CHANGE	N	N	
Family Entertainment Centre	£843.00	x	✓	x	x	x	£843.00	NO CHANGE	N	N	
Family Entertainment Centre with permit	£315.00	x	✓	x	x	x	£315.00	NO CHANGE	N	N	
Licensed Premises Gaming Machine Notification	£50.00	x	x	x	x	✓	£50.00	NO CHANGE	N	N	
Licensed Premises Gaming Machine Notification permit	£100.00	x	x	x	x	✓	£100.00	NO CHANGE	N	N	
Club Gaming Permit	£100.00	x	x	x	x	✓	£100.00	NO CHANGE	N	N	
Club Gaming Machine Permit	£100.00	x	x	x	x	✓	£100.00	NO CHANGE	N	N	
Small society lottery	£40.00	x	x	x	x	✓	£40.00	NO CHANGE	N	N	
Prize Gaming Permit	£100.00	x	x	x	x	✓	£100.00	NO CHANGE	N	N	
<b><u>Miscellaneous fees</u></b>											
Duplicate licences	£25.00	x	✓	x	x	x	£25.00	NO CHANGE	N	N	Statutory maximum
Change of circumstances	£50.00	x	✓	x	x	x	£50.00	NO CHANGE	N	N	Statutory maximum
Provisional statements	£803.00	x	✓	x	x	x	£803.00	NO CHANGE	N	N	
Transfer of licence re-instatement of licence	£843.00	x	✓	x	x	x	£843.00	NO CHANGE	N	N	
Variation of licence	£843.00	x	✓	x	x	x	£843.00	NO CHANGE	N	N	
Change of name of prize gaming or entertainment centre permit	£25.00	x	x	x	x	✓	£25.00	NO CHANGE	N	N	
copy of prize gaming or family entertainment permit	£25.00	x	x	x	x	✓	£25.00	NO CHANGE	N	N	

**ENVIRONMENTAL SERVICES**

**2013/14 FEES & CHARGES PROPOSED FOR :-  
ENVIRONMENTAL HEALTH & LICENSING (continued)**

Description	2012/13 Charge	PRICING STRATEGY				Proposed 2013/14 Charge	Annual Increase / Decrease (-) %	Affected By 2013/14		Comments
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE			SAVINGS PROPOSAL	GROWTH PROPOSAL	
<b>Outside Scope for VAT purposes</b>										
<b>GAMBLING ACT 2005</b>										
<b>Annual Fee</b>										
Bingo	£1,000.00	x	✓	x	x	£1,000.00	NO CHANGE	N	N	Statutory maximum fee
Betting (off-course)	£453.00	x	✓	x	x	£453.00	NO CHANGE	N	N	
Betting (track)	£1,000.00	x	✓	x	x	£1,000.00	NO CHANGE	N	N	Statutory maximum fee
Adult Gaming Centre	£1,000.00	x	✓	x	x	£1,000.00	NO CHANGE	N	N	Statutory maximum fee
Family Entertainment Centre	£750.00	x	✓	x	x	£750.00	NO CHANGE	N	N	Statutory maximum fee
Family Entertainment Centre with permit	£300.00	x	✓	x	x	£300.00	NO CHANGE	N	N	
Licensed Premises Gaming Machine Notification	£50.00	x	x	x	✓	£50.00	NO CHANGE	N	N	
Licensed Premises Gaming Machine permit	£50.00	x	x	x	✓	£50.00	NO CHANGE	N	N	
Club Gaming Permit	£50.00	x	x	x	✓	£50.00	NO CHANGE	N	N	
Club Gaming Machine Permit	£50.00	x	x	x	✓	£50.00	NO CHANGE	N	N	
Small society lottery	£20.00	x	x	x	✓	£20.00	NO CHANGE	N	N	
Prize Gaming Permit	£300.00	x	x	x	✓	£300.00	NO CHANGE	N	N	
<b>Licensing Act 2003</b>										
<b>(Statutory fees)</b>										
<b>Premises Licence/Club Premises Application fees</b>										
Rateable value £0-4300	£100.00	x	x	x	✓	£100.00	NO CHANGE	N	N	
Rateable value £ 4301 - £33,000	£190.00	x	x	x	✓	£190.00	NO CHANGE	N	N	
Rateable value £ 33,001 - £ 87,000	£315.00	x	x	x	✓	£315.00	NO CHANGE	N	N	
Rateable value £87001 - £125,000	£450.00	x	x	x	✓	£450.00	NO CHANGE	N	N	
Rateable value £125,001 and above	£635.00	x	x	x	✓	£635.00	NO CHANGE	N	N	
<b>Premises Licence/Club Premises Annual Fees</b>										
Rateable value £0- £4300	£70.00	x	x	x	✓	£70.00	NO CHANGE	N	N	
Rateable value £ 4301 - £33,000	£180.00	x	x	x	✓	£180.00	NO CHANGE	N	N	
Rateable value £ 33,001 - £ 87,000	£295.00	x	x	x	✓	£295.00	NO CHANGE	N	N	
Rateable value £87001 - £125,000	£320.00	x	x	x	✓	£320.00	NO CHANGE	N	N	
Rateable value £125,001 and above	£350.00	x	x	x	✓	£350.00	NO CHANGE	N	N	
<b>Replacement licence</b>										
Application for provisional licence	£315.00	x	x	x	✓	£315.00	NO CHANGE	N	N	
Change of licence details (name or address)	£10.50	x	x	x	✓	£10.50	NO CHANGE	N	N	
Variation of designated premises supervisor	£23.00	x	x	x	✓	£23.00	NO CHANGE	N	N	
Transfer of premises licence	£23.00	x	x	x	✓	£23.00	NO CHANGE	N	N	
Interim authority notice	£23.00	x	x	x	✓	£23.00	NO CHANGE	N	N	
Variation of designated premises supervisor	£23.00	x	x	x	✓	£23.00	NO CHANGE	N	N	
Variation of premises	£315.00	x	x	x	✓	£315.00	NO CHANGE	N	N	
Minor variation of premises	£89.00	x	x	x	✓	£89.00	NO CHANGE	N	N	
<b>Notification of change of name or club rules</b>										
Notification of change of name or club rules	£10.50	x	x	x	✓	£10.50	NO CHANGE	N	N	
<b>Change of relevant registered address of club</b>										
Change of relevant registered address of club	£10.50	x	x	x	✓	£10.50	NO CHANGE	N	N	
<b>Temporary event notice</b>										
Temporary event notice	£21.00	x	x	x	✓	£21.00	NO CHANGE	N	N	
<b>Replacement temporary event notice</b>										
Replacement temporary event notice	£10.50	x	x	x	✓	£10.50	NO CHANGE	N	N	
<b>Application for personal licence</b>										
Application for personal licence	£37.00	x	x	x	✓	£37.00	NO CHANGE	N	N	
<b>Replacement personal licence</b>										
Replacement personal licence	£10.50	x	x	x	✓	£10.50	NO CHANGE	N	N	
<b>Notification of change of name etc for personal licence</b>										
Notification of change of name etc for personal licence	£10.50	x	x	x	✓	£10.50	NO CHANGE	N	N	
<b>Entry on freeholder register</b>										
Entry on freeholder register	£21.00	x	x	x	✓	£21.00	NO CHANGE	N	N	

**BUDGET POSITION SUMMARY - ENVIRONMENTAL HEALTH & LICENSING**

Income Code & Description	Actual 2011/12	Original Budget 2012/13	Proposed Budget 2013/14	Annual Increase / Decrease (-) %	Affected By 2013/14		Comments	Proposed Budget 2014/15	Proposed Budget 2015/16
					SAVINGS PROPOSAL	GROWTH PROPOSAL			
<b>FEES &amp; CHARGES</b>									
EGB000-I0533 - Fees - Special Commercial	£261	£0	£0	NO CHANGE	N	N		£0	£0
EGB000-I0533 - Fees - Licensing Act 2003	-£60	£1,000	£0	-100.00 %	N	N		£0	£0
EGB000-I0553 WJ0090 - LA 2003 Prem Lic App Fee	-£3,949	-£2,500	-£2,500	NO CHANGE	N	N		-£2,500	-£2,500
EGB000-I0553 WJ0091 - LA 2003 Prem Lic Annual Fee	-£62,544	-£55,040	-£55,040	NO CHANGE	N	N		-£55,040	-£55,040
EGB000-I0553 WJ0092 - LA 2003 Prem Lic Var Fee	-£10,126	-£6,500	-£8,000	23.08 %	N	N		-£8,000	-£8,000
EGB000-I0553 WJ0093 - LA 2003 Prem Lic Misc Fee	-£695	-£1,000	-£500	-50.00 %	N	N		-£500	-£500
EGB000-I0553 WJ0095 - LA 2003 Club Cert Annual Fee	-£180	-£3,340	-£3,340	NO CHANGE	N	N		-£3,340	-£3,340
EGB000-I0553 WJ0096 - LA 2003 Club Cert Var Fee	-£190	£0	£0	NO CHANGE	N	N		£0	£0
EGB000-I0553 WJ0098 - LA 2003 Personal Licences App Fee	-£2,382	-£2,000	-£2,000	NO CHANGE	N	N		-£2,000	-£2,000
EGB000-I0553 WJ0099 - LA 2003 Personal Licences Misc Fee	-£294	-£300	-£300	NO CHANGE	N	N		-£300	-£300
EGB000-I0553 WJ0100 - LA 2003 Temp Event Notices App Fee	-£5,850	-£4,000	-£4,500	12.50 %	N	N		-£4,500	-£4,500
EGC000-I0552 - GA 2005 Registration Fees	-£80	-£200	-£200	NO CHANGE	N	N		-£200	-£200
EGC000-I0553 - Fees - Licensing Act 2003	-£2,700	£0	£0	NO CHANGE	N	N	Income budgeted in other licensing areas	£0	£0
EGC000-I0554 - Fees - Amusement Machines	-£1,525	£0	-£500	100.00 %	N	N		-£500	-£500
EGC000-I0557 - Fees - GA 2005	£1,000	£0	£0	NO CHANGE	N	N		£0	£0
EGC000-I0557 WJ0102 - GA 2005 Adult Gaming Centres	-£13,000	-£15,000	-£8,000	-46.67 %	N	N	Pattern of income declining	-£8,000	-£8,000
EGC000-I0557 WJ0103 - GA 2005 Betting Shops	-£8,607	-£8,550	-£8,550	NO CHANGE	N	N		-£8,550	-£8,550
EGC000-I0557 WJ0104 - GA 2005 Clubs	-£800	-£300	-£500	66.67 %	N	N		-£500	-£500
EGC000-I0557 WJ0105 - GA 2005 Tracks	-£1,000	-£1,030	-£1,000	-2.91 %	N	N		-£1,000	-£1,000
EGC000-I0557 WJ0106 - GA 2005 Bingo	-£2,803	-£2,780	-£2,780	NO CHANGE	N	N		-£2,780	-£2,780
	-£115,523	-£101,540	-£97,710	-3.77 %				-£97,710	-£97,710

**ENVIRONMENTAL SERVICES**

**2013/14 FEES & CHARGES PROPOSED FOR :-  
ENVIRONMENTAL HEALTH & LICENSING (continued)**

Description	2012/13 Charge	PRICING STRATEGY				Proposed 2013/14 Charge	Annual Increase / Decrease (-) %	Affected By 2013/14		Comments	
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE			STATUTORY	SAVINGS PROPOSAL		GROWTH PROPOSAL
<b>Standard rated &amp; inclusive of VAT</b>											
<b>Pest Control</b>											
<b>Rats &amp; Mice</b> Pest control treatment for residential properties :-											
Rats	Free	x	x	x	✓	x	Free	NO CHANGE	N	N	
Mice	£25.00	x	x	✓	x	x	£25.00	NO CHANGE	N	N	
Mice Concession	£12.50	x	x	✓	x	x	£12.50	NO CHANGE	N	N	
<b>Wasps Nests</b>											
<b>NOTE : Fees are inclusive of VAT</b>											
Single nest	£45.00	x	✓	x	x	x	£45.00	NO CHANGE	N	N	
Single nest concession	£22.50	x	x	✓	x	x	£22.50	NO CHANGE	N	N	
Each additional nest treated at the same time	£15.00	x	✓	x	x	x	£15.00	NO CHANGE	N	N	
Each additional nest treated at the same time concession	£7.50	x	x	✓	x	x	£7.50	NO CHANGE	N	N	
<b>Fleas - First treatment at a property</b>											
Concessionary Rate	£36.75	x	x	✓	x	x	£36.75	NO CHANGE	N	N	
<b>Fleas -2nd treatment at the same property within 28 days</b>											
NOTE: Treatments requested after 28 days of first treatment to be classed as a first treatment and charged £20											
Concessionary Rate	£31.50	x	x	✓	x	x	£31.50	NO CHANGE	N	N	
<b>Fleas -3rd &amp; subsequent treatment at the same property within 28 days of each other</b>											
NOTE: Treatments requested after 28 days of 2nd, 3rd or subsequent treatment to be classed as first treatment and charged £20											
Concessionary rate	£26.25	x	x	✓	x	x	£26.25	NO CHANGE	N	N	
	£13.13	x	x	✓	x	x	£13.13	NO CHANGE	N	N	
<b>Other pests Fixed Charge ( single dwelling )</b>											
Cockroaches, Bedbugs and Pharaoh Ants	£73.50	x	✓	x	x	x	£73.50	NO CHANGE	N	N	
Concessionary Rate	£36.75	x	x	✓	x	x	£36.75	NO CHANGE	N	N	
<b>Other pests Fixed Charge ( House in multiple Occupation )</b>											
Cockroaches, Bedbugs and Pharaoh's Ants	£157.50	x	✓	x	x	x	£157.50	NO CHANGE	N	N	

**BUDGET POSITION SUMMARY - ENVIRONMENTAL HEALTH & LICENSING**

Income Code & Description	Actual 2011/12	Original Budget 2012/13	Proposed Budget 2013/14	Annual Increase / Decrease (-) %	Affected By 2013/14		Comments	Proposed Budget 2014/15	Proposed Budget 2015/16	
					SAVINGS PROPOSAL	GROWTH PROPOSAL				
										Y or N
<b>FEES &amp; CHARGES</b>										
EFG000-10562 - Wasps Nests	-£14,965	£0	-£10,000	100.00 %	N	N	Separated out from "Other Pests" budget	-£10,000	-£10,000	
EFG000-10565 - Other Pests	-£5,839	-£25,500	-£5,000	-80.39 %	N	N	Forecast for 2012/13 reduced by £16k	-£5,000	-£5,000	
EFG000-10566 - Animal Fleas	-£592	-£850	-£600	-29.41 %	N	N		-£600	-£600	
EFG000-10567 - Rats & Mice	-£1,941	£0	-£2,000	100.00 %	N	N		-£2,000	-£2,000	
EFG000-10563 - Pest Control Contracts	£0	£0	-£4,000	100.00 %	N	N		-£4,000	-£4,000	
	-£23,337	-£26,350	-£21,600	-18.03 %				-£21,600	-£21,600	

**ENVIRONMENTAL SERVICES**

**2013/14 FEES & CHARGES PROPOSED FOR :-  
ENVIRONMENTAL HEALTH & LICENSING (continued)**

*Prices quoted below are exclusive of VAT*

Description	2012/13 Charge	PRICING STRATEGY				Proposed 2013/14 Charge	Annual Increase / Decrease (-) %	Affected By 2013/14		Comments	
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE			STATUTORY	SAVINGS PROPOSAL		GROWTH PROPOSAL
Where an agreement is in place, the charge would be subject to VAT at the Standard rate.											
Where an agreement is NOT in place, the charge would be Outside Scope for VAT purposes.											
<b>STRAY DOGS</b>											
Stray dogs fine (set by statute)	£25.00	x	x	x	x	✓	£25.00	NO CHANGE	N	N	
1st Day Kennelling charge & administration	£55.00	x	x	✓	x	x	£55.00	NO CHANGE	N	N	
Concessionary rate	£27.50	x	x	✓	x	x	£27.50	NO CHANGE	N	N	
Additional daily Kennel Charges	£33.00	x	x	✓	x	x	£33.00	NO CHANGE	N	N	
Concessionary rate	£16.50	x	x	✓	x	x	£16.50	NO CHANGE	N	N	

**BUDGET POSITION SUMMARY - ENVIRONMENTAL HEALTH & LICENSING**

Income Code & Description	Actual 2011/12	Original Budget 2012/13	Proposed Budget 2013/14	Annual Increase / Decrease (-) %	Affected By 2013/14		Comments	Proposed Budget 2014/15	Proposed Budget 2015/16
					SAVINGS PROPOSAL	GROWTH PROPOSAL			
<b>FEES &amp; CHARGES</b>									
EFC000-10555 - Pet/Dog Breeding/Game Dealers	-£292	£0	-£290	100.00 %	N	N		-£290	-£290
EFC000-10568 - Income from Kennelling	-£2,323	-£2,500	-£2,500	NO CHANGE	N	N		-£2,500	-£2,500
EFC000-10569 - Income - Microchip Service	-£63	£0	£0	NO CHANGE	N	N		£0	£0
EFC000-10607 - Income - Administration Charges	-£25	£0	£0	NO CHANGE	N	N		£0	£0
	<b>-£2,702</b>	<b>-£2,500</b>	<b>-£2,790</b>	<b>11.60 %</b>				<b>-£2,790</b>	<b>-£2,790</b>



**ENVIRONMENTAL SERVICES**

**2013/14 FEES & CHARGES PROPOSED FOR :-  
ENVIRONMENTAL HEALTH & LICENSING (continued)**

*Prices quoted below are exclusive of VAT*

Description	2012/13 Charge	PRICING STRATEGY					Proposed 2013/14 Charge	Annual Increase / Decrease (%)	Affected By 2013/14		Comments
		COMMERCIAL	FULL COST/REB	SUBSIDISED	FREE	STATUTORY			SAVINGS PROPOSAL	GROWTH PROPOSAL	
<b>Standard rated &amp; exclusive of VAT</b>											
<b>Officer charges per hour for carrying out Works in default (no VAT) or for charging external companies (VAT to be added)</b>											
Licensing Enforcement Officer	£28.30	✓	✓	✓	✓	✓	£28.30	NO CHANGE	N	N	
Licensing Manager	£40.15	✓	✓	✓	✓	✓	£40.15	NO CHANGE	N	N	
Licensing Support Officer	£22.70	✓	✓	✓	✓	✓	£22.70	NO CHANGE	N	N	
Licensing Officer	£28.30	✓	✓	✓	✓	✓	£28.30	NO CHANGE	N	N	
Support Officer	£19.90	✓	✓	✓	✓	✓	£19.90	NO CHANGE	N	N	
Support Team Co-ordinator	£22.70	✓	✓	✓	✓	✓	£22.70	NO CHANGE	N	N	
Environmental Health Technical Officer	£27.50	✓	✓	✓	✓	✓	£27.50	NO CHANGE	N	N	
Assistant Environmental Health Officer	£27.50	✓	✓	✓	✓	✓	£27.50	NO CHANGE	N	N	
Senior Environmental Crime Officer	£28.30	✓	✓	✓	✓	✓	£28.30	NO CHANGE	N	N	
Environmental Crime Officer	£27.50	✓	✓	✓	✓	✓	£27.50	NO CHANGE	N	N	
Town Enforcement Officer	£27.50	✓	✓	✓	✓	✓	£27.50	NO CHANGE	N	N	
Environmental Health Officer	£38.00	✓	✓	✓	✓	✓	£38.00	NO CHANGE	N	N	
Environmental Health Manager	£45.80	✓	✓	✓	✓	✓	£45.80	NO CHANGE	N	N	
Section Head	£50.20	✓	✓	✓	✓	✓	£50.20	NO CHANGE	N	N	
<b>Report for solicitor / victim for use in legal action / claim (such as health &amp; safety reports, noise nuisance, reports etc).</b>											
Work as above Amount to be submitted with request	£210.00	✓	✓	✓	✓	✓	£210.00	NO CHANGE	N	N	
<b>GIS system search (when operational) with letter amount to be submitted with request</b>											
	£150.00	✓	✓	✓	✓	✓	£150.00	NO CHANGE	N	N	
<b>List of authorised processes and other pollution registers</b>											
10p per photocopy	10p per photocopy	✓	✓	✓	✓	✓	10p per photocopy	NO CHANGE	N	N	
<b>Soft copy of Food Premises Register</b>											
10p per photocopy	10p per photocopy	✓	✓	✓	✓	✓	10p per photocopy	NO CHANGE	N	N	
<b>(Where allowed by law) per single sheet of A4 paper</b>											
10p per photocopy	10p per photocopy	✓	✓	✓	✓	✓	10p per photocopy	NO CHANGE	N	N	
<b>More complex work</b>											
Probably including active date gathering, site visits, interviews etc. Minimum charge first two hours where additional time charged in 15 minute blocks - only where not covered by FOI Act. Amount to be submitted with request	As per officer charges above plus 10p per photocopy	✓	✓	✓	✓	✓	As per officer charges above plus 10p per photocopy	NO CHANGE	N	N	
<b>Housing standards inspection for immigration purposes (customer has the choice to use either the local authority or the private sector)</b>											
£110.00	£110.00	✓	✓	✓	✓	✓	£110.00	NO CHANGE	N	N	
<b>Exempt for VAT purposes</b>											
Level 2 Award in Food Safety in Catering Candidate Fee	£65.00	✓	✓	✓	✓	✓	£65.00	NO CHANGE	N	N	
<b>Outside Scope for VAT purposes</b>											
Food Export Certificate	£35.00	✓	✓	✓	✓	✓	£35.00	NO CHANGE	N	N	
<b>Houses in Multiple Occupation (HMO)</b>											
HMO Licensing fee	£770.00	✓	✓	✓	✓	✓	£770.00	NO CHANGE	N	N	
<b>Extra copy of HMO licence document (where release agreed/requested by landlord)</b>											
£25.00	£25.00	✓	✓	✓	✓	✓	£25.00	NO CHANGE	N	N	
<b>Housing Enforcement Charges</b>											
Charge to cover expenses if an enforcement notice is served under the Housing Act 2004	£100.00	✓	✓	✓	✓	✓	£100.00	NO CHANGE	N	N	

**BUDGET POSITION SUMMARY - ENVIRONMENTAL HEALTH & LICENSING**

Income Code & Description	Actual 2011/12	Original Budget 2012/13	Proposed Budget 2013/14	Annual Increase / Decrease (%)	Affected By 2013/14		Comments	Proposed Budget 2014/15	Proposed Budget 2015/16	
					SAVINGS PROPOSAL	GROWTH PROPOSAL				
										Y or N
<b>SALES</b>										
EDG000-10101 - Climate Change - Miscellaneous Sales	-£2,200	£0	£0	NO CHANGE	N	N	One off project income	£0	£0	
<b>FEES &amp; CHARGES</b>										
EBA000-10501 - Fixed Penalty Notice	-£170	£0	£0	NO CHANGE	N	N	Income budgeted in other licensing areas	£0	£0	
EBA000-10607 - Income Administration Charges	-£8,429	£0	£0	NO CHANGE	N	N	Income budgeted in other licensing areas	£0	£0	
ECE000-10537 - Health & Safety - Miscellaneous Fees	-£3,178	-£350	-£3,000	757.14 %	N	N		-£3,000	-£3,000	
ECJ000-10502 - Income Training Courses (Food Safety)	-£5,485	-£3,600	-£3,600	NO CHANGE	N	N		-£3,600	-£3,600	
ECJ000-10689 - Income Food Certificates	-£130	£0	-£1,000	100.00 %	N	N		-£1,000	-£1,000	
EDC000-10504 - Inspection Fees	-£5,493	£0	-£1,500	100.00 %	N	N		-£1,500	-£1,500	
EDC000-10631 - Income HMO Registration Fees	-£5,334	£0	-£5,000	100.00 %	N	N		-£5,000	-£5,000	
EDD000-10572 - Fees-EPA 1990	-£7,017	-£5,230	-£5,230	NO CHANGE	N	N		-£5,230	-£5,230	
EDF000-10537 - Public Health - Miscellaneous Fees	-£205	£0	£0	NO CHANGE	N	N		£0	£0	
EDH000-10501 - Envirocrime - Fixed Penalty Notice	-£20,041	£0	£0	NO CHANGE	N	N	Used to fund post and so cost neutral - business case being formulated to make post permanent for 13/14 but not yet approved	£0	£0	
	-£57,681	-£9,180	-£19,330	110.57 %				-£19,330	-£19,330	

**ENVIRONMENTAL SERVICES**

**2013/14 FEES & CHARGES PROPOSED FOR :-  
INFORMATION UNIT & CUSTOMER SERVICES**

Description	2012/13 Charge	PRICING STRATEGY				Proposed 2013/14 Charge	Annual Increase / Decrease (-) %	Affected By 2013/14		Comments	
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE			STATUTORY	SAVINGS PROPOSAL		GROWTH PROPOSAL
<b>Outside Scope for VAT purposes</b>											
Street Naming and Numbering :- Change to existing property	£50.00	✓	x	x	x	£55.00	10.00 %	N	N		
<u>New Build</u>											
1 Plot	£50.00	✓	x	x	x	£55.00	10.00 %	N	N		
2-5 Plots	£100.00	✓	x	x	x	£110.00	10.00 %	N	N		
6-10 Plots	£150.00	✓	x	x	x	£165.00	10.00 %	N	N		
11-20 Plots	£200.00	✓	x	x	x	£220.00	10.00 %	N	N		
21-25 Plots	£250.00	✓	x	x	x	£275.00	10.00 %	N	N		
26-50 Plots	£300.00	✓	x	x	x	£330.00	10.00 %	N	N		
51-75 Plots	£400.00	✓	x	x	x	£440.00	10.00 %	N	N		
76-100 Plots	£500.00	✓	x	x	x	£550.00	10.00 %	N	N		
101-150 Plots	£600.00	✓	x	x	x	£660.00	10.00 %	N	N		
151-250 Plots	New band for 2013/14	✓	x	x	x	£750.00	N/A	N	N	New charge band proposed for 2013/14	
More than 250 Plots	New band for 2013/14	✓	x	x	x	£750.00 plus £2.00 per unit	N/A	N	N	New charge band proposed for 2013/14	
New street name and postal numbers for a new development	£150.00 fee for street name plus postal nos based on nos of plots shown above	✓	x	x	x	£165.00 fee for street name plus postal nos based on nos of plots shown above	10.00 %	N	N		
Existing property - registration of property details with Royal Mail and / or utility companies	£50.00 per property	✓	x	x	x	£55.00 per property	10.00 %	N	N		
Subdividing an existing property	£75.00 per unit per property	✓	x	x	x	£85.00 per unit per property	13.33 %	N	N		
Renaming a street at the request of residents	£200.00 plus £30 per property	✓	x	x	x	£200.00 plus £30 per property	NO CHANGE	N	N		

**BUDGET POSITION SUMMARY - INFORMATION UNIT & CUSTOMER SERVICES**

Income Code & Description	Actual 2011/12	Original Budget 2012/13	Proposed Budget 2013/14	Annual Increase / Decrease (-) %	Affected By 2013/14		Comments	Proposed Budget 2014/15	Proposed Budget 2015/16	
					SAVINGS PROPOSAL	GROWTH PROPOSAL				
										Y or N
<b>FEES &amp; CHARGES</b>										
ADW000-10536 - Miscellaneous Charges	-£7,430	-£10,000	-£10,000	NO CHANGE	N	N		-£12,000	-£14,000	
ADX000-10537 - Miscellaneous Fees & Charges	-£190	£0	£0	NO CHANGE	N	N		£0	£0	
	<b>-£7,620</b>	<b>-£10,000</b>	<b>-£10,000</b>	<b>NO CHANGE</b>				<b>-£12,000</b>	<b>-£14,000</b>	

**PLANNING SERVICES**

**2013/14 FEES & CHARGES PROPOSED FOR :-  
BUILDING CONTROL**

Description	2012/13 Charge	PRICING STRATEGY				Proposed 2013/14 Charge	Annual Increase / Decrease (%)	Affected By 2013/14		Comments	
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE			STATUTORY	SAVINGS PROPOSAL		GROWTH PROPOSAL
<b>Standard rated &amp; exclusive of VAT</b>											
<b>BUILDING CONTROL FEES (TABLE 1)</b>											
<b>FULL PLANS</b>											
<b>New Dwellings</b>											
1 new dwelling											
Plan Fee	£325.00	x	✓	x	x	£400.00	23.08 %	N	N		
Inspection Fee	£340.00	x	✓	x	x	£450.00	32.35 %	N	N		
Fees for additional dwellings are based on volumes built											
<b>BUILDING CONTROL FEES (TABLE 2)</b>											
<b>FULL PLANS</b>											
<b>Domestic Extensions</b>											
<b>Extension - Internal floor area under 10m<sup>2</sup></b>											
Plan Fee	£200.00	x	✓	x	x	£200.00	NO CHANGE	N	N		
Inspection Fee	£310.00	x	✓	x	x	£320.00	3.23 %	N	N		
<b>Extension - Over 10m<sup>2</sup> and under 40m<sup>2</sup></b>											
Plan Fee	£200.00	x	✓	x	x	£200.00	NO CHANGE	N	N		
Inspection Fee	£410.00	x	✓	x	x	£425.00	3.66 %	N	N		
<b>Extension - Over 10m<sup>2</sup> and under 40m<sup>2</sup> plus other works costing up to £5,000</b>											
Plan Fee	£200.00	x	✓	x	x	£200.00	NO CHANGE	N	N		
Inspection Fee	£460.00	x	✓	x	x	£480.00	4.35 %	N	N		
<b>Extension - Over 40m<sup>2</sup> and under 100m<sup>2</sup></b>											
Plan Fee	£200.00	x	✓	x	x	£200.00	NO CHANGE	N	N		
Inspection Fee	£570.00	x	✓	x	x	£600.00	5.26 %	N	N		
<b>Extension - Over 40m<sup>2</sup> and under 100m<sup>2</sup> plus other works costing up to £5,000</b>											
Plan Fee	£200.00	x	✓	x	x	£200.00	NO CHANGE	N	N		
Inspection Fee	£620.00	x	✓	x	x	£650.00	4.84 %	N	N		
<b>DETACHED GARAGE OR CAR PORT</b>											
<b>Internal floor area below 40m<sup>2</sup></b>											
Plan Fee	£200.00	x	✓	x	x	£200.00	NO CHANGE	N	N		
<b>Internal floor area over 40m<sup>2</sup> and under 100m<sup>2</sup></b>											
Plan Fee	£200.00	x	✓	x	x	£200.00	NO CHANGE	N	N		
Inspection Fee	£210.00	x	✓	x	x	£220.00	4.76 %	N	N		
Fees for domestic alterations are subject to floor area and type of construction											
Administrative fees associated with S106 agreements :-											
Minor Works	£350.00	x	✓	x	x	£350.00	NO CHANGE	N	N		
Major Works	£500.00	x	✓	x	x	£500.00	NO CHANGE	N	N		
With contribution to healthcare	£100.00	x	✓	x	x	£100.00	NO CHANGE	N	N		

**BUDGET POSITION SUMMARY - BUILDING CONTROL**

Income Code & Description	Actual 2011/12	Original Budget 2012/13	Proposed Budget 2013/14	Annual Increase / Decrease (%)	Affected By 2013/14		Comments	Proposed Budget 2014/15	Proposed Budget 2015/16
					SAVINGS PROPOSAL	GROWTH PROPOSAL			
<b>SALES</b>									
GCA000-I0104 - Publications / Copy Documents	-£911	£0	-£1,000	100.00 %	N	N		-£500	£0
<b>Building Control</b>	-£911	£0	-£1,000	100.00 %				-£500	£0
<b>FEES &amp; CHARGES</b>									
GCA000-I0503 - Building Regulation-Application Fees	-£120,006	-£90,000	-£100,000	11.11 %	N	N		-£100,000	-£100,000
GCA000-I0504 - Inspection Fees	-£108,772	-£100,000	-£83,500	-16.50 %	N	N		-£83,500	-£83,500
GCA000-I0514 - Domestic Applications - Extensions	£125	£0	£0	NO CHANGE	N	N		£0	£0
GCA000-I0518 - Building Regs - Regularisation	-£5,093	£0	-£5,000	100.00 %	N	N		-£5,000	-£5,000
GCA000-I0519 - Building Control Partnership	-£8,094	-£8,000	-£8,000	NO CHANGE	N	N		-£8,000	-£8,000
GCA003-I0514 - Domestic Applications - Extensions	£447	£0	£0	NO CHANGE	N	N		£0	£0
<b>Building Control</b>	-£241,393	-£198,000	-£196,500	-0.76 %				-£196,500	-£196,500
<b>Total</b>	-£242,304	-£198,000	-£197,500	-0.25 %				-£197,000	-£196,500

**PLANNING SERVICES**

**2013/14 FEES & CHARGES PROPOSED FOR :-  
DEVELOPMENT CONTROL**

Description	2012/13 Charge	PRICING STRATEGY				Proposed 2013/14 Charge	Annual Increase / Decrease (%)	Affected By 2013/14		Comments	
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE			STATUTORY	SAVINGS PROPOSAL		GROWTH PROPOSAL
<b>Outside Scope for VAT purposes</b>											
<b>DEVELOPMENT CONTROL FEES</b>											
<b>OPERATIONS</b>											
<b>Outline applications for development in Categories 1,2 &amp; 3</b>											
a) where the site area does not exceed 2.5 hectares	£335.00 per 0.1 hectare	x	x	x	x	£385.00 per 0.1 hectare	14.93 %	N	N	2013/14 maximum charge £125,000 (2012/13 £125,000)	
b) where the site area exceeds 2.5 hectares - □ see below	£8,285.00	x	x	x	x	£9,527.00	14.99 %	N	N		
□ - Indicates a further charge for each additional 0.1 hectare in excess of 2.5 hectares	£100.00	x	x	x	x	£115.00	15.00 %	N	N		
<b>Category 1 - New dwellings</b>											
a) where the no of dwellings created is 50 or fewer	£335.00 per dwelling	x	x	x	x	£385.00 per dwelling	14.93 %	N	N	2013/14 maximum charge £250,000 (2012/13 £250,000)	
a) where the no of dwellings created is more than 50 - ● see below	£16,565.00	x	x	x	x	£19,049.00	15.00 %	N	N		
● - Indicates a further charge for each dwelling in excess of 50	£100.00	x	x	x	x	£115.00	15.00 %	N	N		
<b>Category 2 - Erection of buildings except those in Categories 1,3,4,5 or 7</b>											
a) where no floorspace is to be created	£170.00	x	x	x	x	£195.00	14.71 %	N	N	2013/14 maximum charge £250,000 (2012/13 £250,000)	
b) where the gross floorspace does not exceed 40m <sup>2</sup>	£170.00	x	x	x	x	£195.00	14.71 %	N	N		
c) where the gross floorspace exceeds 40m <sup>2</sup> but not 75m <sup>2</sup>	£335.00	x	x	x	x	£385.00	14.93 %	N	N		
d) where the gross floorspace exceeds 75m <sup>2</sup> but not 3750m <sup>2</sup>	£335.00 each 75 sq m	x	x	x	x	£385.00 each 75 sq m	14.93 %	N	N		
e) where the gross floorspace exceeds 3750m <sup>2</sup> - ❖ see below	£16,565.00	x	x	x	x	£19,049.00	15.00 %	N	N		
❖ - Indicates a further charge for each 75m <sup>2</sup> in excess of 3750m <sup>2</sup>	£100.00	x	x	x	x	£115.00	15.00 %	N	N		
<b>Category 3 - Agricultural buildings except glasshouses</b>											
a) where gross floorspace does not exceed 465 m <sup>2</sup>	£80.00	x	x	x	x	£80.00	NO CHANGE	N	N	2013/14 maximum charge £250,000 (2012/13 £250,000)	
b) where gross floorspace exceeds 465m <sup>2</sup> but < 540m <sup>2</sup>	£335.00	x	x	x	x	£385.00	14.93 %	N	N		
c) where gross floorspace exceeds 540m <sup>2</sup> but < 4215m <sup>2</sup>	£335.00 first 540 sq m plus	x	x	x	x	£385.00 first 540 sq m plus	14.93 %	N	N		
	£335.00 each extra 75 sq m	x	x	x	x	£385.00 each extra 75 sq m	14.93 %	N	N		
d) where gross floorspace exceeds 4215m <sup>2</sup> - ► see below	£16,565.00	x	x	x	x	£19,049.00	15.00 %	N	N		
► - Indicates a further charge for each 75m <sup>2</sup> in excess of 4215m <sup>2</sup>	£100.00	x	x	x	x	£115.00	15.00 %	N	N		
<b>Category 4 - Glasshouses</b>											
a) where gross floorspace does not exceed 465 m <sup>2</sup>	£70.00	x	x	x	x	£80.00	14.29 %	N	N	2013/14 maximum charge £250,000 (2012/13 £250,000)	
b) where gross floorspace exceeds 465m <sup>2</sup>	£1,870.00	x	x	x	x	£2,150.00	14.97 %	N	N		
<b>Category 5 - Erection, alteration or replacement of plant or machinery</b>											
a) where the site area does not exceed 5 hectares	£335.00 per 0.1 hectare	x	x	x	x	£385.00 per 0.1 hectare	14.93 %	N	N	2013/14 maximum charge £250,000 (2012/13 £250,000)	
b) where the site area exceeds 5 hectares - ▲ see below	£16,565.00	x	x	x	x	£19,049.00	15.00 %	N	N		
▲ - Indicates a further charge for each 0.1 hectare in excess of 5 hectares	£100.00	x	x	x	x	£115.00	15.00 %	N	N		
<b>Category 6 - Enlargement, improvement or other alteration of existing dwellings</b>											
a) where the application relates to 1 dwelling	£150.00	x	x	x	x	£172.00	14.67 %	N	N	2013/14 maximum charge £250,000 (2012/13 £250,000)	
b) where the application relates to 2 or more dwellings	£295.00	x	x	x	x	£339.00	14.92 %	N	N		
<b>Category 7 - Operations within the curtilage of an exiting dwelling for purposes ancillary to the enjoyment of the dwelling, including the erection or construction of gates, fences, walls or other means of enclosure along the boundary of the curtilage</b>											
	£150.00	x	x	x	x	£172.00	14.67 %	N	N		
<b>Category 8 - Construction of car parks, service roads and other means of access on land used for the purpose of a single undertaking, where the development is required for a purpose incidental to the existing use of land</b>											
	£170.00	x	x	x	x	£195.00	14.71 %	N	N		
<b>Category 9 - Operations connected with exploratory drilling for oil or natural gas</b>											
a) where the site area does not exceed 7.5 hectares	£335.00 per 0.1 hectare	x	x	x	x	£385.00 per 0.1 hectare	14.93 %	N	N	2013/14 maximum charge £250,000 (2012/13 £250,000)	
b) where the site area exceeds 7.5 hectares - ◀ see below	£25,000.00	x	x	x	x	£28,750.00	15.00 %	N	N		
◀ - Indicates a further charge for each 0.1 hectare in excess of 7.5 hectares	£100.00	x	x	x	x	£115.00	15.00 %	N	N		
<b>Category 10 - Other operations not within Categories 1-9</b>											
a) in cases of mining extraction											
i) where the site area does not exceed 15 hectares	£170.00 per 0.1 hectare	x	x	x	x	£195.00 per 0.1 hectare	14.71 %	N	N	2013/14 maximum charge £65,000 (2012/13 £65,000)	
ii) where the site area exceeds 15 hectares - ▼ see below	£25,315.00	x	x	x	x	£29,112.00	15.00 %	N	N		
▼ - Indicates a further charge for each 0.1 hectare in excess of 15 hectares	£100.00	x	x	x	x	£115.00	15.00 %	N	N		
b) in any other case	£170.00 per 0.1 hectare	x	x	x	x	£195.00 per 0.1 hectare	14.71 %	N	N	2013/14 maximum charge £1,690 (2012/13 £1,690)	

**PLANNING SERVICES**

**2013/14 FEES & CHARGES PROPOSED FOR :-  
DEVELOPMENT CONTROL (continued)**

Description	2012/13 Charge	PRICING STRATEGY					Proposed 2013/14 Charge	Annual Increase / Decrease (%)	Affected By 2013/14		Comments
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE	STATUTORY			SAVINGS PROPOSAL	GROWTH PROPOSAL	
<b>Outside Scope for VAT purposes</b>											
<b>DEVELOPMENT CONTROL FEES</b>											
<b>OPERATIONS (Continued)</b>											
<b>Category 11 - Change of use of a building to residential</b>											
a) from an existing dwelling											
i) to 2 to 50 dwellings	£335.00 for each additional dwelling	x	x	x	x	✓	£385.00 for each additional dwelling	14.93 %	N	N	2013/14 maximum charge £250,000 (2012/13 £250,000)
ii) to more than 50 dwellings - see below	£16,565.00	x	x	x	x	✓	£19,049.00	15.00 %	N	N	
♣ - Indicates a further charge for each dwelling in excess of 50	£100.00	x	x	x	x	✓	£115.00	15.00 %	N	N	
b) from a building other than a dwelling											
i) up to 50 dwellings	£335.00 per dwelling	x	x	x	x	✓	£385.00 per dwelling	14.93 %	N	N	2013/14 maximum charge £250,000 (2012/13 £250,000)
ii) to more than 50 dwellings - see below	£16,565.00	x	x	x	x	✓	£19,049.00	15.00 %	N	N	
♣ - Indicates a further charge for each dwelling in excess of 50	£100.00	x	x	x	x	✓	£115.00	15.00 %	N	N	
<b>Category 12 - Use of land for disposal of refuse or waste materials or as open mineral storage</b>											
a) where the site area does not exceed 15 hectares	£170.00 per 0.1 hectare	x	x	x	x	✓	£195.00 per 0.1 hectare	14.71 %	N	N	2013/14 maximum charge £65,000 (2012/13 £65,000)
b) where the site area exceeds 15 hectares - see below	£25,315.00	x	x	x	x	✓	£29,112.00	15.00 %	N	N	
— - Indicates a further charge for each 0.1 hectare in excess of 15 hectares	£100.00	x	x	x	x	✓	£115.00	15.00 %	N	N	
<b>Category 13 - Material change of use except one falling within Categories 11 and 12</b>											
	£335.00	x	x	x	x	✓	£385.00	14.93 %	N	N	
<b>ADVERTISEMENTS</b>											
<b>Category 14 - Advertisement relating to business on the premises</b>											
	£95.00	x	x	x	x	✓	£110.00	15.79 %	N	N	
<b>Category 15 - Advance directional sign</b>											
	£95.00	x	x	x	x	✓	£110.00	15.79 %	N	N	
<b>Category 16 - All other advertisements</b>											
	£335.00	x	x	x	x	✓	£385.00	14.93 %	N	N	
<b>DETERMINATIONS</b>											
<b>Category 17 - Prior approval</b>											
a) agricultural or forestry buildings	£70.00	x	x	x	x	✓	£80.00	14.29 %	N	N	
b) demolition of buildings	£70.00	x	x	x	x	✓	£80.00	14.29 %	N	N	
c) telecommunications installations	£335.00	x	x	x	x	✓	£385.00	14.93 %	N	N	
<b>ALTERATION OF PERMISSION</b>											
<b>Category 18 - Variation of condition</b>											
	£170.00	x	x	x	x	✓	£195.00	14.71 %	N	N	
<b>Category 19 - Non material amendment</b>											
a) householder development	£25.00	x	x	x	x	✓	£28.00	12.00 %	N	N	
b) other development	£170.00	x	x	x	x	✓	£195.00	14.71 %	N	N	
<b>COMPLIANCE WITH CONDITIONS</b>											
<b>Category 20 - Confirmation of compliance with conditions</b>											
a) relating to development within Categories 6 and 7	£25.00 per request	x	x	x	x	✓	£28.00 per request	12.00 %	N	N	
b) relating to any other development	£85.00 per request	x	x	x	x	✓	£97.00 per request	14.12 %	N	N	
<b>RENEWAL OF PLANNING PERMISSION</b>											
<b>Category 21 - Renewal of planning permission where the development has not commenced</b>											
a) householder development	£50.00	x	x	x	x	✓	£57.00	14.00 %	N	N	
b) major development	£500.00	x	x	x	x	✓	£575.00	15.00 %	N	N	
c) other development	£170.00	x	x	x	x	✓	£195.00	14.71 %	N	N	
<b>LAWFUL DEVELOPMENT</b>											
<b>Category 22 - Lawful Development Certificate</b>											
a) for an existing use of land or operational development	Same fee for an equivalent planning application	x	x	x	x	✓	Same fee for an equivalent planning application	NO CHANGE	N	N	
b) for non compliance with a condition	£170.00	x	x	x	x	✓	£195.00	14.71 %	N	N	
c) for a proposed use of land or operational development	Half fee of an equivalent planning application	x	x	x	x	✓	Half fee of an equivalent planning application	NO CHANGE	N	N	
<b>APPROPRIATE ALTERNATIVE DEVELOPMENT</b>											
<b>Category 23 - Certificate of appropriate alternative development</b>											
	£170.00	x	x	x	x	✓	£195.00	14.71 %	N	N	
<b>CONCESSION FEES AND EXEMPTIONS</b>											
a) reserved matters application where the applicant's earlier reserved matters applications have incurred total fees at least equal to the fee payable for a reserved matters application for the entire scheme	£335.00	x	x	✓	x	✓	£385.00	14.93 %	N	N	
b) extensions and alterations to a dwelling or works within its curtilage for the benefit of people with disabilities	Free of charge	x	x	x	✓	✓	Free of charge	NO CHANGE	N	N	
c) alterations to public buildings in order to provide access for people with disabilities	Free of charge	x	x	x	✓	✓	Free of charge	NO CHANGE	N	N	
d) applications required by reason of the removal of 'permitted development' rights either by a planning condition or by an Article 4 Direction	Free of charge	x	x	x	✓	✓	Free of charge	NO CHANGE	N	N	

**PLANNING SERVICES**

**2013/14 FEES & CHARGES PROPOSED FOR :-  
DEVELOPMENT CONTROL (continued)**

Description	2012/13 Charge	PRICING STRATEGY					Proposed 2013/14 Charge	Annual Increase / Decrease (-) %	Affected By 2013/14		Comments
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE	STATUTORY			SAVINGS PROPOSAL	GROWTH PROPOSAL	
<b>Outside Scope for VAT purposes</b>											
<b>DEVELOPMENT CONTROL FEES CONCESSION FEES AND EXEMPTIONS (Continued)</b>											
e) a revised or new application for development of the same character or description submitted within 12 months of the refusal or withdrawal of an earlier application or within 12 months of the expiry of the statutory 8 week period where the applicant has appealed on grounds of 'non determination'	Free of charge	x	x	x	✓	✓	Free of charge	NO CHANGE	N	N	
f) a revised or new application for development of the same character or description submitted within 12 months of the grant of permission on an earlier application	Free of charge	x	x	x	✓	✓	Free of charge	NO CHANGE	N	N	
g) application for listed building consent or conservation area consent	Free of charge	x	x	x	✓	✓	Free of charge	NO CHANGE	N	N	
h) application made by or on behalf of a club, society or other organisation which is not established or conducted for profit and whose objects are the provision of facilities for sport or recreation which relates to the change of use of land to playing fields or the carrying out of operations (other than the erection of a building) for purposes ancillary to the use of the land as a playing field	£335.00	x	x	✓	x	✓	£385.00	14.93 %	N	N	
<b>Standard rated &amp; inclusive of VAT</b>											
<b>DEVELOPMENT CONTROL FEES PRE APPLICATION ADVICE</b>											
<b>CATEGORY A covers :-</b>											
a) 25 or more residential units or where the site area exceeds 1 hectare	£1,000.00 see # below	x	✓	x	x	x	£1,000.00	NO CHANGE	N	N	
b) 2000 sq m or more of commercial floorspace											
c) mixed use developments on a site exceeding one hectare											
d) development requiring an EIA											
e) planning brief											
f) master planning exercise											
<b>CATEGORY B covers :-</b>											
a) from 10 to 24 residential units or where the site area is 0.5 hectare to 1 hectare	£500.00 see # below	x	✓	x	x	x	£500.00	NO CHANGE	N	N	
b) from 1000 sq m to 1999 sq m of commercial floorspace											
c) mixed use developments on a site between 0.5 hectare and 1 hectare											
d) change of use of land or buildings involving 500 sq m or more											
<b>CATEGORY C covers :-</b>											
a) less than 10 residential units or where the site area is less than 0.5 hectare	£250.00 see # below	x	✓	x	x	x	£250.00	NO CHANGE	N	N	
b) from 100 sq m to 999 sq m of commercial floorspace											
c) mixed use developments on a site less than 0.5 hectare											
d) advertisement consent											
e) telecommunications proposals											
<b>CATEGORY D covers :-</b>											
a) householder proposals	Free of charge see # below	x	x	x	✓	x	Free of charge	NO CHANGE	N	N	
b) proposals involving less than 100 sq m of commercial floorspace											
c) lawful development certificates											
d) listed building consent											
e) conservation area consent											
# - Indicates that if a meeting is required for the above categories, the following additional charges will apply :-											
Category A - Meeting up to 90 mins	£450.00	x	✓	x	x	x	£450.00	NO CHANGE	N	N	
Category A - Meeting up to 45 mins	Free of charge	x	x	x	✓	x	Free of charge	NO CHANGE	N	N	
Category A - Meeting up to 30 mins	Free of charge	x	x	x	✓	x	Free of charge	NO CHANGE	N	N	
Category B - Meeting up to 90 mins	£300.00	x	✓	x	x	x	£300.00	NO CHANGE	N	N	
Category B - Meeting up to 45 mins	Free of charge	x	x	x	✓	x	Free of charge	NO CHANGE	N	N	
Category B - Meeting up to 30 mins	Free of charge	x	x	x	✓	x	Free of charge	NO CHANGE	N	N	
Category C - Meeting up to 90 mins	£150.00	x	✓	x	x	x	£150.00	NO CHANGE	N	N	
Category C - Meeting up to 45 mins	£100.00	x	✓	x	x	x	£100.00	NO CHANGE	N	N	
Category C - Meeting up to 30 mins	Free of charge	x	x	x	✓	x	Free of charge	NO CHANGE	N	N	
Category D - Meeting up to 90 mins	Free of charge	x	x	x	✓	x	Free of charge	NO CHANGE	N	N	
Category D - Meeting up to 45 mins	£75.00	x	✓	x	x	x	£75.00	NO CHANGE	N	N	
Category D - Meeting up to 30 mins	£50.00	x	✓	x	x	x	£50.00	NO CHANGE	N	N	
Attendance by Specialist Officers - Meeting up to 90 mins	£150.00	x	✓	x	x	x	£150.00	NO CHANGE	N	N	
Attendance by Specialist Officers - Meeting up to 45 mins	£75.00	x	✓	x	x	x	£75.00	NO CHANGE	N	N	
Attendance by Specialist Officers - Meeting up to 30 mins	£50.00	x	✓	x	x	x	£50.00	NO CHANGE	N	N	
Attendance by Section Head - Meeting up to 90 mins	£300.00	x	✓	x	x	x	£300.00	NO CHANGE	N	N	
Attendance by Section Head - Meeting up to 45 mins	£130.00	x	✓	x	x	x	£130.00	NO CHANGE	N	N	
Attendance by Section Head - Meeting up to 30 mins	£85.00	x	✓	x	x	x	£85.00	NO CHANGE	N	N	
Attendance by Head of Service - Meeting up to 90 mins	£375.00	x	✓	x	x	x	£375.00	NO CHANGE	N	N	
Attendance by Head of Service - Meeting up to 45 mins	£190.00	x	✓	x	x	x	£190.00	NO CHANGE	N	N	
Attendance by Head of Service - Meeting up to 30 mins	£125.00	x	✓	x	x	x	£125.00	NO CHANGE	N	N	

**PLANNING SERVICES**

**2013/14 FEES & CHARGES PROPOSED FOR :-  
DEVELOPMENT CONTROL (continued)**

Description	2012/13 Charge	PRICING STRATEGY				Proposed 2013/14 Charge	Annual Increase / Decrease (-) %	Affected By 2013/14		Comments	
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE			STATUTORY	SAVINGS PROPOSAL		GROWTH PROPOSAL
<b>Standard rated &amp; inclusive of VAT</b>											
<b>DEVELOPMENT CONTROL FEES PRE APPLICATION ADVICE (Continued)</b>											
N.B. If a pre-application advice request is withdrawn prior to the preparation of a written response, half of the charge that has been paid will be refunded.											

**BUDGET POSITION SUMMARY - DEVELOPMENT CONTROL**

Income Code & Description	Actual 2011/12	Original Budget 2012/13	Proposed Budget 2013/14	Annual Increase / Decrease (-) %	Affected By 2013/14		Comments	Proposed Budget 2014/15	Proposed Budget 2015/16	
					SAVINGS PROPOSAL	GROWTH PROPOSAL				
										Y or N
<b>SALES</b>										
GAA000-I0103 - Publications / Minutes Etc	-£41	£0	£0	NO CHANGE	N	N		£0	£0	
GAA000-I0106 - Publications / Maps	£163	£0	£0	NO CHANGE	N	N		£0	£0	
<b>Policy Team</b>	£122	£0	£0	NO CHANGE				£0	£0	
<b>FEES &amp; CHARGES</b>										
GBA000-I0505 - Pre-Application Advice	-£3,775	-£5,600	-£5,600	NO CHANGE	N	N		-£5,600	-£5,600	
GBA000-I0508 - Planning Application Fees	-£279,783	-£313,000	-£275,000	-12.14 %	N	N	Forecast for 2012/13 reduced by £30k	-£295,000	-£300,000	
GBA000-I0517 - UU Drafting Fees	-£18,745	-£13,000	-£9,000	-30.77 %	N	N		-£1,000	-£1,000	
GBA000-I0602 - Income - Legal and Other Fees	£1,059	£0	£0	NO CHANGE	N	N		£0	£0	
GBA000-I0607 - Administration Charges	£0	£0	£0	NO CHANGE	N	N		£0	£0	
GBA000-I0609 - Staff Monitoring Costs	-£8,450	-£6,000	-£7,000	16.67 %	N	N		-£5,600	-£4,200	
GBA000-I0609 WJ0188 - Traffic Regulation Order (S106)	-£250	£0	£0	NO CHANGE	N	N		£0	£0	
GBA000-I0622 - Income - Other LA	-£1,898	£0	£0	NO CHANGE	N	N		£0	£0	
<b>Development Control</b>	-£311,841	-£337,600	-£296,600	-12.14 %				-£307,200	-£310,800	
<b>Total</b>	-£311,720	-£337,600	-£296,600	-12.14 %				-£307,200	-£310,800	

**PLANNING SERVICES**

**2013/14 FEES & CHARGES PROPOSED FOR :-  
LAND CHARGES**

Description	2012/13 Charge	PRICING STRATEGY				Proposed 2013/14 Charge	Annual Increase / Decrease (-) %	Affected By 2013/14		Comments	
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE			STATUTORY	SAVINGS PROPOSAL		GROWTH PROPOSAL
<b>Outside Scope for VAT purposes</b>											
Residential Search	£64.00	x	✓	x	x	x	£64.00	NO CHANGE	N	N	
Commercial Search	£120.00	x	✓	x	x	x	£120.00	NO CHANGE	N	N	
Con 29 optional enquiry	£7.50	x	✓	x	x	x	£7.50	NO CHANGE	N	N	
Additional enquiry (E.G. Solicitor)	£10.00	x	✓	x	x	x	£10.00	NO CHANGE	N	N	
Enquiry by letter	£14.50	x	✓	x	x	x	£14.50	NO CHANGE	N	N	
Additional parcel of land	£13.50	x	✓	x	x	x	£13.50	NO CHANGE	N	N	
Question 22 enquiry	£16.59	x	✓	x	x	x	£16.59	NO CHANGE	N	N	
<b>Fees for Local Land Charges as from 1st April 2007 excluding Con29.</b>											
1. Registration of a charge in Part 11 of the register (light obstruction notices)	£67.00	x	✓	x	x	x	£67.00	NO CHANGE	N	N	
2. Filing a definitive certificate of the Lands Tribunal under rule 10(3)	£2.50	x	✓	x	x	x	£2.50	NO CHANGE	N	N	
3. Filing a judgement, order or application for the variation or cancellation of any entry in Part 11 of the register (light obstruction charges)	£7.00	x	✓	x	x	x	£7.00	NO CHANGE	N	N	
4. Inspection of documents filed under rule 10 in respect of each parcel of land	£2.50	x	✓	x	x	x	£2.50	NO CHANGE	N	N	
5. Personal search in the whole or in part of the register In addition, in respect of each parcel of land above one, where under rule 11(2) the search extends to more than one parcel, subject to a maximum of £16	£0.00	x	x	x	✓	x	£0.00	NO CHANGE	N	N	
5a. Enhanced personal search service	£13.00	x	✓	x	x	x	£13.00	NO CHANGE	N	N	
6. Official Search (including issue of official certificate of search) in respect of one parcel of land:											
(a) in any one part of the register (previous statutory fee £2)	£2.00	x	✓	x	x	x	£2.00	NO CHANGE	N	N	
(b) in the whole of the register											
(i) Where the requisition is made by electronic means in accordance with rule 16 (previous statutory fee £4)	£13.00	x	✓	x	x	x	£13.00	NO CHANGE	N	N	
(ii) and in any other case (previous statutory fee £6)	£13.00	x	✓	x	x	x	£13.00	NO CHANGE	N	N	
In respect of each additional parcel of land (previous statutory fee £1)	£4.00	x	✓	x	x	x	£4.00	NO CHANGE	N	N	
7. Office copy of any entry in the register (not including a copy or extract of any plan or document filed pursuant to the Rules - previous statutory fee £1.50)	£1.50	x	✓	x	x	x	£0.00	-100.00 %	N	N	Not cost effective to collect unless amount due comes to £5.00 or over

**BUDGET POSITION SUMMARY - LAND CHARGES**

Income Code & Description	Actual 2011/12	Original Budget 2012/13	Proposed Budget 2013/14	Annual Increase / Decrease (-) %	Affected By 2013/14		Comments	Proposed Budget 2014/15	Proposed Budget 2015/16
					SAVINGS PROPOSAL	GROWTH PROPOSAL			
<b>FEES &amp; CHARGES</b>									
AHC000-I0506 - Search Fees	-£106,071	-£40,000	-£60,000	50.00 %	N	N	Forecast for 2012/13 upped by £20k	-£65,000	-£70,000
	-£106,071	-£40,000	-£60,000	50.00 %				-£65,000	-£70,000



**PLANNING SERVICES**

**2013/14 FEES & CHARGES PROPOSED FOR :-  
PARKING SERVICES**

Prices quoted below are exclusive of VAT except for car parking at The Avenue, Town Hall and Longspring

Description	2012/13 Charge	PRICING STRATEGY				Proposed 2013/14 Charge	Annual Increase / Decrease (-) %	Affected By 2013/14		Comments	
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE			STATUTORY	SAVINGS PROPOSAL		GROWTH PROPOSAL
<b>Outside Scope for VAT purposes</b>											
<b>On Street pay and display</b>											
Inner CPZ P&D charge per hour	£1.50	x	✓	x	x	£1.50	NO CHANGE	N	N		
Outer CPZ P&D charge per hour	£1.00	x	✓	x	x	£1.00	NO CHANGE	N	N		
<b>Standard rated &amp; inclusive of VAT</b>											
<b>The Avenue Car Park</b>											
7 a.m. to 5 p.m. - 60p per hour											
1 Hour	£0.60	✓	x	✓	x	£0.60	NO CHANGE	N	N		
2 Hours	£1.20	✓	x	✓	x	£1.20	NO CHANGE	N	N		
3 Hours	£1.80	✓	x	✓	x	£1.80	NO CHANGE	N	N		
4 Hours	£2.40	✓	x	✓	x	£2.40	NO CHANGE	N	N		
All day till midnight	£5.00	✓	x	✓	x	£5.00	NO CHANGE	N	N		
5 p.m. to midnight	£1.50	✓	x	✓	x	£1.50	NO CHANGE	N	N		
Season tickets per annum	£800.00	✓	x	✓	x	£800.00	NO CHANGE	N	N		
<b>Town Hall Car Park</b>											
Monday - Friday 5 p.m. to midnight and Saturday & Sunday 5 p.m. to midnight	£1.50	✓	x	✓	x	£1.50	NO CHANGE	N	N		
1 Hour	£0.60	✓	x	✓	x	£0.60	NO CHANGE	N	N		
2 Hours	£1.20	✓	x	✓	x	£1.20	NO CHANGE	N	N		
3 Hours	£1.80	✓	x	✓	x	£1.80	NO CHANGE	N	N		
4 Hours	£2.40	✓	x	✓	x	£2.40	NO CHANGE	N	N		
All day till midnight	£5.00	✓	x	✓	x	£5.00	NO CHANGE	N	N		
5 p.m. to midnight	£1.50	✓	x	✓	x	£1.50	NO CHANGE	N	N		
<b>Longspring Charges</b>											
Monday - Saturday											
1 hour	£0.50	✓	x	✓	x	£0.50	NO CHANGE	N	N		
Up to 4 hours	£1.00	✓	x	✓	x	£1.00	NO CHANGE	N	N		
All day	£2.00	✓	x	✓	x	£2.00	NO CHANGE	N	N		
<b>Harebreaks Car park</b>											
Monday - Saturday											
1 hour	£0.50	✓	x	✓	x	£0.50	NO CHANGE	N	N		
4 hours (maximum stay)	£1.00	✓	x	✓	x	£1.00	NO CHANGE	N	N		
<b>Outside Scope for VAT purposes</b>											
<b>Parking Penalties</b>											
Serious Contravention	£50.00	x	✓	x	x	£50.00	NO CHANGE	N	N		
More Serious Contravention	£70.00	x	✓	x	x	£70.00	NO CHANGE	N	N		
<b>Permit Charges</b>											
full cpz 1st permit	£20.00	x	✓	x	x	£22.00	10.00 %	N	N	Further to Extended Leadership Team meeting on 13/11/12	
full cpz 2nd permit	£40.00	x	✓	x	x	£52.00	30.00 %	N	N	Further to Extended Leadership Team meeting on 13/11/12	
fullcpz V Vouchers 40 1hour	£4.50	x	✓	x	x	£4.50	NO CHANGE	N	N		
fullcpz V Vouchers 20 4hour	£7.00	x	✓	x	x	£7.00	NO CHANGE	N	N		
fullcpz 1 day vouchers 5	£4.50	x	✓	x	x	£4.50	NO CHANGE	N	N		
fullcpz 1 week v voucher	£4.50	x	✓	x	x	£4.50	NO CHANGE	N	N		
fullcpz Business permit inner zone	£300.00	x	✓	x	x	£300.00	NO CHANGE	N	N		
fullcpz Business permit outer zone	£150.00	x	✓	x	x	£150.00	NO CHANGE	N	N		
Match Day 1st Permit	£6.00	x	✓	x	x	£6.00	NO CHANGE	N	N		
Match Day 2nd permit	£12.00	x	✓	x	x	£12.00	NO CHANGE	N	N		
MD V Vouchers 1 Day for 5	£4.50	x	✓	x	x	£4.50	NO CHANGE	N	N		
MD Business permit	£60.00	x	✓	x	x	£60.00	NO CHANGE	N	N		
Medical Permits (DHV)	£20.00	x	✓	x	x	£20.00	NO CHANGE	N	N		
Car Park pass cards for disabled residents	£10.00	x	✓	x	x	£10.00	NO CHANGE	N	N		
<b>Parking Dispensations/bay suspensions :-</b>											
Per bay per day	£20.00	x	✓	x	x	£20.00	NO CHANGE	N	N		
Per bay per week first 2 weeks	£120.00	x	✓	x	x	£120.00	NO CHANGE	N	N		
Per bay per week 3 weeks or more	£100.00	x	✓	x	x	£100.00	NO CHANGE	N	N		

**BUDGET POSITION SUMMARY - PARKING SERVICES**

Income Code & Description	Actual 2011/12	Original Budget 2012/13	Proposed Budget 2013/14	Annual Increase / Decrease (-) %	Affected By 2013/14		Comments	Proposed Budget 2014/15	Proposed Budget 2015/16	
					SAVINGS PROPOSAL	GROWTH PROPOSAL				
										Y or N
<b>FEES &amp; CHARGES</b>										
GEA000-10632 - Transport Subsidies - Staff Bus Permits	-£4,130	£0	£0	NO CHANGE	N	N		£0	£0	
GGA000-10103 - Publications / Minutes	-£23	£0	£0	NO CHANGE	N	N		£0	£0	
GGA000-10536 - Miscellaneous Charges	-£1,195	£0	£0	NO CHANGE	N	N		£0	£0	
<b>Longspring</b>										
KFB000-10623 - Income-Parking Fees	-£11,735	-£12,000	-£12,000	NO CHANGE	N	N		-£12,000	-£12,000	
<b>The Avenue</b>										
KFC000-10623 - Income-Parking Fees	-£159,378	-£188,420	-£165,000	-12.43 %	N	N	Forecast for 2012/13 reduced by £20k	-£165,000	-£165,000	
KFC000-10624 - Income-Season Tickets	-£5,173	-£5,790	-£14,400	148.70 %	N	N	Based on 18 Permits @ £800	-£14,400	-£14,400	
<b>Car Parks - Other Sites</b>										
KFE000-10101 - Miscellaneous Sales	-£50	£0	£0	NO CHANGE	N	N		£0	£0	
KFE000-10901 - Rent	-£14,756	-£14,750	-£14,750	NO CHANGE	N	N		-£14,750	-£14,750	
KFE000-10902 - Rent - Advertising Site	-£6,870	-£9,410	-£9,410	NO CHANGE	N	N		-£9,410	-£9,410	
<b>Town Hall</b>										
BEA001-10623 - Income-Parking Fees (Staff)	-£23,654	-£26,000	-£26,000	NO CHANGE	N	N		-£26,000	-£26,000	
KFD000-10623 - Income-Parking Fees	-£28,136	-£20,000	-£25,000	25.00 %	N	N	Full use for the year	-£25,000	-£25,000	
<b>Controlled Parking Zone</b>										
HDR000-10620 - Permit Charges	-£221,034	-£220,000	-£251,000	14.09 %	N	N	Only £150k of £220k relates to cpz 1st & 2nd permits	-£251,000	-£251,000	
HDR000-10621 - Pay & Display Receipts	-£461,413	-£438,000	-£450,000	2.74 %	N	N		-£450,000	-£450,000	
HDR000-10623 - Income - Parking Fees	-£28,230	£0	-£10,000	100.00 %	N	N		-£10,000	-£10,000	
HDR000-10683 - Penalty Charges	-£563,587	-£575,000	-£550,000	-4.35 %	N	N	Drop of about 400 expected @£80	-£550,000	-£550,000	
HDR001-10622 - Income Other Local Authorities	-£1,221	-£1,550	-£1,550	NO CHANGE	N	N		-£1,550	-£1,550	
HDR001-10622 WJ0134 - Dacorum Borough Council (Net)	-£33,576	-£27,700	-£15,000	-45.85 %	N	N	Surplus due to recovery of Parking Manager Costs	-£15,000	-£15,000	
HDR002-10622 - Income Other Local Authorities	-£2,000	-£3,800	£0	-100.00 %	N	N		£0	£0	
HDR002-10622 WJ0082 - TRDC (Net)	-£86,047	-£67,050	-£65,000	-3.06 %	N	N	Based on £5,442 per month x 12	-£65,000	-£65,000	
	-£1,652,207	-£1,609,470	-£1,609,470	-0.02 %				-£1,609,110	-£1,609,110	

**LEGAL AND PROPERTY SERVICES**

**2013/14 FEES & CHARGES PROPOSED FOR :-  
LEGAL FEES (INCL FILMING)**

Prices quoted below are exclusive of VAT

Description	2012/13 Charge	PRICING STRATEGY					Proposed 2013/14 Charge	Annual Increase / Decrease (-) %	Affected By 2013/14		Comments
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE	STATUTORY			SAVINGS PROPOSAL	GROWTH PROPOSAL	
Where the filming company is given exclusive rights to a defined area and they can exclude others from access, the income is ' <u>Exempt</u> ' from VAT. This is subject to an 'option to tax' not being in force. Admin fees for VAT purposes would follow the same treatment as the main supply.											
Where the filming company is given no exclusivity and cannot exclude others from access, the income is treated as ' <u>Standard rated</u> '. Admin fees for VAT purposes would follow the same treatment as the main supply.											
Admin Fee	£85.00	✓	✗	✗	✗	✗	£95.00	11.76 %	N	N	
Up to 1 Hour	£185.00	✓	✗	✗	✗	✗	£205.00	10.81 %	N	N	
1- 4 Hours	£425.00	✓	✗	✗	✗	✗	£470.00	10.59 %	N	N	
4-6 Hours	£725.00	✓	✗	✗	✗	✗	£800.00	10.34 %	N	N	
6 Hours and over (Whole Day)	£1,200.00	✓	✗	✗	✗	✗	£1,200.00	NO CHANGE	N	N	
Use of KGV Car Park	£500.00	✓	✗	✗	✗	✗	£550.00	10.00 %	N	N	

**BUDGET POSITION SUMMARY - LEGAL FEES (INCL FILMING)**

Income Code & Description	Actual 2011/12	Original Budget 2012/13	Proposed Budget 2013/14	Annual Increase / Decrease (-) %	Affected By 2013/14		Comments	Proposed Budget 2014/15	Proposed Budget 2015/16
					SAVINGS PROPOSAL	GROWTH PROPOSAL			
<b>FEES &amp; CHARGES</b>									
ADH000-I0536 - Miscellaneous Charges	-£20,027	-£13,750	-£15,130	10.04 %	N	N		-£15,130	-£15,130
AHX000-I0602 - Income - Legal and Other Fees	-£29,560	-£18,000	-£9,000	-50.00 %	N	N	Lower demand experienced in 2012/13	-£9,000	-£9,000
	<b>-£49,587</b>	<b>-£31,750</b>	<b>-£24,130</b>	<b>-24.00 %</b>				<b>-£24,130</b>	<b>-£24,130</b>

**LEGAL AND PROPERTY SERVICES**

**2013/14 FEES & CHARGES PROPOSED FOR :-  
WATFORD MARKET**

Description	2012/13 Charge	PRICING STRATEGY					Proposed 2013/14 Charge	Annual Increase / Decrease (-) %	Affected By 2013/14		Comments
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE	STATUTORY			SAVINGS PROPOSAL	GROWTH PROPOSAL	
<b>Standard rated &amp; exclusive of VAT</b>											
Stallage fees charged at Watford Market are subject to discount rates which vary according to the number of stalls rented by each trader. A new trade introduced to the Market would attract a 50% stallage discount rate initially for the first three months of trading.											
Standard - Stallage (Excl NNDR and pre discount)	£50.00	x	x	✓	x	x		N	N		
- Storage	£15.00	x	x	✓	x	x		N	N		
Weekly Advert Charge per Trader	£5.00	x	x	✓	x	x		N	N		
Weekly Car Park Fee per space	£20.00	x	x	✓	x	x		N	N		
Electricity - Per Unit of Consumption	£0.10	x	x	✓	x	x		N	N		
<p align="center">WATFORD MARKET TRANSFERRED TO CAPITAL SHOPPING CENTRES IN 2012/13 AS PART OF THE CHARTER PLACE REDEVELOPMENT. <b>THE NEW MARKET</b> IS ANTICIPATED TO BE OPERATIONAL DURING THE SUMMER OF 2013 WITH A PRICING STRUCTURE IMPLEMENTED NEARER THE TIME.</p>											

**BUDGET POSITION SUMMARY - WATFORD MARKET**

Income Code & Description	Actual 2011/12	Original Budget 2012/13	Proposed Budget 2013/14	Annual Increase / Decrease (-) %	Affected By 2013/14		Comments	Proposed Budget 2014/15	Proposed Budget 2015/16
					SAVINGS PROPOSAL	GROWTH PROPOSAL			
<b>SALES</b>									
FPA000-I0101 - Miscellaneous Sales	-£65		£0	NO CHANGE	N	N	Transfer to Capital Shopping Centres	£0	£0
FPA000-I0110 - Sales - Other Machines	-£100		£0	NO CHANGE	N	N	Transfer to Capital Shopping Centres	£0	£0
<b>FEES &amp; CHARGES</b>									
FPA000-I0633 - Income - Market Stallage	-£368,196	-£235,840	£0	-100.00 %	N	N	Transfer to Capital Shopping Centres	£0	£0
FPA000-I0634 - Income - Market Storage	-£24,582	-£18,110	£0	-100.00 %	N	N	Transfer to Capital Shopping Centres	£0	£0
FPA000-I0635 - Income - Market Parking	-£37,860	-£29,750	£0	-100.00 %	N	N	Transfer to Capital Shopping Centres	£0	£0
FPA000-I0636 - Income - Market Electricity	-£6,950	-£3,830	£0	-100.00 %	N	N	Transfer to Capital Shopping Centres	£0	£0
FPA000-I0639 - Income - Market Telephones	-£156	-£250	£0	-100.00 %	N	N	Transfer to Capital Shopping Centres	£0	£0
	<b>-£437,909</b>	<b>-£287,780</b>	<b>£0</b>	<b>-100.00 %</b>				<b>£0</b>	<b>£0</b>

**LEGAL AND PROPERTY SERVICES**

**2013/14 FEES & CHARGES PROPOSED FOR :-  
TOWN HALL FACILITIES**

Description	PMO	NPMO	PRICING STRATEGY				PROFIT MAKING ORGS (PMO)		Affected By 2013/14		NON PROFIT MAKING ORGS (NPMO)		Affected By 2013/14		Comments	
	2012/13 Charge		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE	STATUTORY	Proposed 2013/14 Charge	Annual Increase / Decrease (%)	SAVINGS PROPOSAL	GROWTH PROPOSAL	Proposed 2013/14 Charge	Annual Increase / Decrease (%)	SAVINGS PROPOSAL		GROWTH PROPOSAL
	Y or N	Y or N														
<b>Exempt from VAT</b>																
<b>COMMITTEE ROOM 1 (16 seats)</b>																
1-3 Hours	£105.00	£0.00	x	x	✓	✓	£105.00	NO CHANGE	N	N	£0.00	NO CHANGE				
Each additional hour (Weekend bookings will incur an additional charge)	£35.00	£0.00	x	x	✓	✓	£35.00	NO CHANGE	N	N	£0.00	NO CHANGE				
<b>COMMITTEE ROOM 2 (24 seats)</b>																
1-3 Hours	£135.00	£0.00	x	x	✓	✓	£135.00	NO CHANGE	N	N	£0.00	NO CHANGE				
Each additional hour (Weekend bookings will incur an additional charge)	£45.00	£0.00	x	x	✓	✓	£45.00	NO CHANGE	N	N	£0.00	NO CHANGE				
<b>COUNCIL CHAMBER (44 seats)</b>																
(Refreshments are not permitted in the Council Chamber)																
1-3 Hours	£165.00	£0.00	x	x	✓	✓	£165.00	NO CHANGE	N	N	£0.00	NO CHANGE				
Each additional hour (Weekend bookings will incur an additional charge)	£55.00	£0.00	x	x	✓	✓	£55.00	NO CHANGE	N	N	£0.00	NO CHANGE				
<b>TRAINING ROOM 1 (20 seats)</b>																
1-3 Hours	£105.00	£0.00	x	x	✓	✓	£105.00	NO CHANGE	N	N	£0.00	NO CHANGE				
Each additional hour (Weekend bookings will incur an additional charge)	£35.00	£0.00	x	x	✓	✓	£35.00	NO CHANGE	N	N	£0.00	NO CHANGE				
<b>TRAINING ROOM 2 (20 seats)</b>																
1-3 Hours	£135.00	£0.00	x	x	✓	✓	£135.00	NO CHANGE	N	N	£0.00	NO CHANGE				
Each additional hour (Weekend bookings will incur an additional charge)	£45.00	£0.00	x	x	✓	✓	£45.00	NO CHANGE	N	N	£0.00	NO CHANGE				
<b>MEETING ROOM B (10 SEATS)</b>																
1-3 Hours	£105.00	£0.00	x	x	✓	✓	£105.00	NO CHANGE	N	N	£0.00	NO CHANGE				
Each additional hour (Weekend bookings will incur an additional charge)	£35.00	£0.00	x	x	✓	✓	£35.00	NO CHANGE	N	N	£0.00	NO CHANGE				
<b>MEETING ROOMS A C D (3 to 4)</b>																
1-3 Hours	£105.00	£0.00	x	x	✓	✓	£105.00	NO CHANGE	N	N	£0.00	NO CHANGE				
Each additional hour	£35.00	£0.00	x	x	✓	✓	£35.00	NO CHANGE	N	N	£0.00	NO CHANGE				
<b>Standard rated &amp; exclusive of VAT</b>																
<b>OTHER CHARGES</b>																
Hire of laptop for period of hire	£10.00	£10.00	x	x	✓	x	£10.00	NO CHANGE	N	N	£10.00	NO CHANGE				
Hire of projector for period of hire	£10.00	£10.00	x	x	✓	x	£10.00	NO CHANGE	N	N	£10.00	NO CHANGE				
Flipchart pad (each) incl of pens (conditions apply)	£5.00	£5.00	x	x	✓	x	£5.00	NO CHANGE	N	N	£5.00	NO CHANGE				
Weekend hire per hour on Saturdays (Staffing Costs)	£51.68	£51.68	x	x	✓	x	£51.68	NO CHANGE	N	N	£51.68	NO CHANGE				
Weekend hire per hour on Sundays (Staffing Costs)	£68.90	£68.90	x	x	✓	x	£68.90	NO CHANGE	N	N	£68.90	NO CHANGE				

**BUDGET POSITION SUMMARY - TOWN HALL FACILITIES**

Income Code & Description	Actual 2011/12	Original Budget 2012/13	Proposed Budget 2013/14	Annual Increase / Decrease (%)	Affected By 2013/14		Comments	Proposed Budget 2014/15	Proposed Budget 2015/16
					SAVINGS PROPOSAL	GROWTH PROPOSAL			
					Y or N	Y or N			
<b>FEES &amp; CHARGES</b>									
KEA000-10536 - Miscellaneous Charges	-£105	£0	£0	NO CHANGE	N	N		£0	£0
KEC000-10536 - Miscellaneous Charges	-£276	£0	£0	NO CHANGE	N	N		£0	£0
KEC000-10650 - Admissions	-£530	£0	£0	NO CHANGE	N	N		£0	£0
KEC000-10692 - Room Hire	-£500	£0	£0	NO CHANGE	N	N		£0	£0
<b>LAND &amp; PROPERTY BASED CHARGES</b>									
KEC000-10901 - Rent (from BBC)	-£33,801	-£61,000	-£61,000	NO CHANGE	N	N	Lease commenced 12/9/11...reviewable in 2016 Lease commenced 12/9/11...reviewable in 2016	-£61,000	-£61,000
KEC000-10908 - Service Charge (from BBC)	-£20,160	-£38,000	-£32,290	-15.03 %	N	N		-£34,290	-£36,290
	-£55,371	-£99,000	-£93,290	-5.77 %				-£95,290	-£97,290

**LEGAL AND PROPERTY SERVICES**

**2013/14 FEES & CHARGES PROPOSED FOR :-  
ELECTIONS UNIT**

Description	2012/13 Charge	PRICING STRATEGY				Proposed 2013/14 Charge	Annual Increase / Decrease (-) %	Affected By 2013/14		Comments	
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE			STATUTORY	SAVINGS PROPOSAL		GROWTH PROPOSAL
<b>Outside Scope for VAT purposes</b>											
<b>Register of Electors</b>											
Electronic version - * (see below)	£20.00	x	x	x	x	£20.00	NO CHANGE	N	N		
Hardcopy version - ** (see below)	£10.00	x	x	x	x	£10.00	NO CHANGE	N	N		
* - Indicates that per 1000 electorate (and part thereof), an additional levy of £1.50 is chargeable ** - Indicates that per 1000 electorate (and part thereof), an additional levy of £5.00 is chargeable											
<b>Marked Register of Electors</b>											
Electronic version - O (see below)	£10.00	x	x	x	x	£10.00	NO CHANGE	N	N		
Hardcopy version - OO (see below)	£10.00	x	x	x	x	£10.00	NO CHANGE	N	N		
O - Indicates that per 1000 electorate (and part thereof), an additional levy of £1.00 is chargeable OO - Indicates that per 1000 electorate (and part thereof), an additional levy of £2.00 is chargeable											
<b>Confirmation Letter Fees</b>											
Single name - single address (current year)	£15.50	x	✓	x	x	£15.50	NO CHANGE	N	N		
Multiple name - single address (current year)	£20.00	x	✓	x	x	£20.00	NO CHANGE	N	N		
Single name - single address (up to 3 yrs)	£20.00	x	✓	x	x	£20.00	NO CHANGE	N	N		
Single name - single address (4-10 yrs) - ◆ (see below)	£20.00	x	✓	x	x	£20.00	NO CHANGE	N	N		
◆ - An additional levy of £2.00 is chargeable for each extra year											
More than one name - single address (up to 3 yrs)	£25.00	x	✓	x	x	£25.00	NO CHANGE	N	N		
More than one name - single address (4-10 yrs) - ◆◆ (see below)	£25.00	x	✓	x	x	£25.00	NO CHANGE	N	N		
◆◆ - An additional levy of £2.00 is chargeable for each extra year											
Where confirmation required for an individual / household at more than one address :-											
Single name - multiple addresses (up to 3 & current year)	£20.00	x	✓	x	x	£20.00	NO CHANGE	N	N		
Multiple name - multiple but same addresses (up to 3 & current year)	£25.00	x	✓	x	x	£25.00	NO CHANGE	N	N		

**BUDGET POSITION SUMMARY - ELECTIONS UNIT**

Income Code & Description	Actual 2011/12	Original Budget 2012/13	Proposed Budget 2013/14	Annual Increase / Decrease (-) %	Affected By 2013/14		Comments	Proposed Budget 2014/15	Proposed Budget 2015/16
					SAVINGS PROPOSAL	GROWTH PROPOSAL			
<b>SALES</b>									
AGB000-10103 - Register of Electors (Publications-Minutes)	-£3,643	-£1,500	-£2,500	66.67 %	N	N		-£1,500	-£1,500
	-£3,643	-£1,500	-£2,500	66.67 %				-£1,500	-£1,500

**REVENUES & BENEFITS**

**2013/14 FEES & CHARGES PROPOSED FOR :-  
COUNCIL TAX**

Description	2012/13 Charge	PRICING STRATEGY					Proposed 2013/14 Charge	Annual Increase / Decrease (-) %	Affected By 2013/14		Comments
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE	STATUTORY			SAVINGS PROPOSAL	GROWTH PROPOSAL	
<b>Outside Scope &amp; exclusive of VAT</b>											
Penalty Charge (Re : Single Person Discount)	£70.00	*	*	*	*	✓	£70.00	NO CHANGE	N	N	

**BUDGET POSITION SUMMARY - COUNCIL TAX**

Income Code & Description	Actual 2011/12	Original Budget 2012/13	Proposed Budget 2013/14	Annual Increase / Decrease (-) %	Affected By 2013/14		Comments	Proposed Budget 2014/15	Proposed Budget 2015/16
					SAVINGS PROPOSAL	GROWTH PROPOSAL			
<b>FEES &amp; CHARGES</b>									
BAD900-I0683 - Income - Penalty Charges	£0	-£5,000	-£2,000	-60.00 %	N	N		-£2,000	-£2,000
	£0	-£5,000	-£2,000	-60.00 %				-£2,000	-£2,000

### Fees and Charges 2013/14 - Budget Movement Reconciliation

	2011/12 Actual	2012/13 Original Budget	Budget Variance <i>Note</i> : ( ) represent a favourable variance	2013/14 Original Budget
<b>COMMUNITY SERVICES (WBC as provider)</b>				
Arts, Events and Heritage	(7,375)	(3,220)	(2,580)	(5,800)
Parks, Pitches & Woods	(60,543)	(57,500)	(7,700)	(65,200)
Community Centres	(45,281)	(4,500)	0	(4,500)
Allotments	(15,937)	(24,000)	0	(24,000)
Cheslyn Gardens	(2,767)	(3,200)	200	(3,000)
Cemeteries	(207,650)	(198,860)	(12,290)	(211,150)
Housing	(531,403)	(475,000)	(85,500)	(560,500)
	<b>(870,956)</b>	<b>(766,280)</b>	<b>(107,870)</b>	<b>(874,150)</b>
<b>COMMUNITY SERVICES (Outsourced provider)</b>				
SLM & Related Income	(56,930)	(84,170)	0	(84,170)
	<b>(56,930)</b>	<b>(84,170)</b>	<b>0</b>	<b>(84,170)</b>
<b>ENVIRONMENTAL SERVICES</b>				
Trade Waste	(641,132)	(686,380)	(33,140)	(719,520)
Domestic Waste	(9,187)	(9,350)	0	(9,350)
Recycling Banks	(24,374)	(26,000)	11,600	(14,400)
Kerbside Recycling	(310,920)	(241,390)	64,340	(177,050)
Specials & Street Cleansing	(72,566)	(70,320)	12,530	(57,790)
Licenses	(169,358)	(146,630)	(850)	(147,480)
Other Licenses	(15,869)	(7,210)	400	(6,810)
Gaming Licenses	(115,523)	(101,540)	3,830	(97,710)
Pest Control	(23,337)	(26,350)	4,750	(21,600)
Stray Dogs	(2,702)	(2,500)	(290)	(2,790)
Miscellaneous	(57,681)	(9,180)	(10,150)	(19,330)
Customer Services (incl Information Unit)	(7,620)	(10,000)	0	(10,000)
	<b>(1,450,270)</b>	<b>(1,336,850)</b>	<b>53,020</b>	<b>(1,283,830)</b>
<b>PLANNING SERVICES</b>				
Parking - Controlled Parking Zones (❖ see below)	(1,397,106)	(1,333,100)	(9,450)	(1,342,550)
Parking - Other (incl Avenue, Longspring & Town Hall)	(255,101)	(276,370)	9,810	(266,560)
Building Control	(242,304)	(198,000)	500	(197,500)
Development Control (incl Policy Team)	(311,720)	(337,600)	41,000	(296,600)
Land Searches	(106,071)	(40,000)	(20,000)	(60,000)
	<b>(2,312,302)</b>	<b>(2,185,070)</b>	<b>21,860</b>	<b>(2,163,210)</b>
<b>LEGAL &amp; PROPERTY SERVICES</b>				
Watford Market (■ see below)	(437,909)	(287,780)	287,780	0
Town Hall Facilities	(55,371)	(99,000)	5,710	(93,290)
Elections Unit	(3,643)	(1,500)	(1,000)	(2,500)
Legal Services (incl Filming)	(49,587)	(31,750)	7,620	(24,130)
	<b>(546,510)</b>	<b>(420,030)</b>	<b>300,110</b>	<b>(119,920)</b>
<b>REVENUES &amp; BENEFITS</b>				
Council Tax (Single Person Discount)	0	(5,000)	3,000	(2,000)
	<b>0</b>	<b>(5,000)</b>	<b>3,000</b>	<b>(2,000)</b>
Sub Total	<b>(5,236,968)</b>	<b>(4,797,400)</b>	<b>270,120</b>	<b>(4,527,280)</b>
<b>Less</b> : Parking - Controlled Parking Zones (❖ see above)	1,397,106	1,333,100	9,450	1,342,550
Watford Market (■ see above)	437,909	287,780	(287,780)	0
Total	<b>(3,401,952)</b>	<b>(3,176,520)</b>	<b>(8,210)</b>	<b>(3,184,730)</b>

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