



BUDGET PANEL

Tuesday, 2nd December, 2014

7.00 pm

Town Hall, Watford

Publication date: 24 November 2014

CONTACT

If you require further information or you would like a copy of this agenda in another format, e.g. large print, please contact Sandra Hancock in Democracy and Governance on 01923 278377 or by email to legalanddemocratic@watford.gov.uk .

Welcome to this meeting. We hope you find these notes useful.

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COMMITTEE MEMBERSHIP

Councillor A Khan (Chair)

Councillor A Joynes (Vice-Chair)

Councillors J Aron, S Counter, G Derbyshire, J Dhindsa, S Greenslade, R Martins and P Taylor

AGENDA

PART A - OPEN TO THE PUBLIC

1. **APOLOGIES FOR ABSENCE/COMMITTEE MEMBERSHIP**
2. **DISCLOSURE OF INTERESTS (IF ANY)**
3. **MINUTES**

The minutes of the meeting held on 28 October 2014 to be submitted and signed.

Copies of the minutes of this meeting are usually available seven working days following the meeting.

(All minutes are available on the Council's [website](#).)

4. **FEES AND CHARGES 2015/16** (Pages 1 - 40)

Report of the Finance Manager

This report informs the Budget Panel of the proposal for increases to "Fees and Charges" in 2015/16.

5. **FINANCE DIGEST: PERIOD 7** (Pages 41 - 64)

This report provides Budget Panel with the latest edition of the Finance Digest.

6. **DATES OF NEXT MEETINGS**

- Thursday 15 January 2015
- Tuesday 24 February 2015

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Agenda Item 4

Report to: Budget Panel
Date of meeting: 02 December 2014
Report of: Finance Manager - Finance Shared Services
Title: "Fees and Charges" 2015/16

1.0 SUMMARY

- 1.1 This report informs the Budget Panel of the proposal for increases to "Fees and Charges" in 2015/16.

2.0 RECOMMENDATIONS

- 2.1 That Budget Panel notes the proposed increases in "Fees and Charges" as detailed in Appendix 1.

Contact Officer:

For further information on this report please contact:-

Stephen Exton – Finance Manager - Finance Shared Services.

Telephone extension: 7197 (Direct: 01923 727197).

E-mail: stephen.exton@threerivers.gov.uk

Report approved by: Joanne Wagstaffe, Director of Finance, Shared Services

3.0 **DETAILS**

3.1 Attached at Appendix 1 are details for “Fees and Charges” in 2015/16. These proposals have accounted for the impact on services and changes to volumes following consideration by and advice from Heads of Services.

4.0 **FINANCIAL IMPLICATIONS**

4.1 The financial effects of “Fees and Charges” for 2015/16 will be incorporated within detailed estimates.

5.0 **LEGAL IMPLICATIONS**

5.1 None Specific.

6.0 **EQUALITIES**

6.1 None Specific.

7.0 **POTENTIAL RISKS**

7.1 None Specific

APPENDICES

Appendix 1 Proposed “Fee and Charges” 2015/16.

Fees and Charges 2015/16 - Budget Movement Reconciliation

	2013/14 Actual	2014/15 Original Budget	Budget Variance <i>Note : () represent a favourable variance</i>	2015/16 Original Budget	Budget Variance COMMENTS
CORPORATE STRATEGY & CLIENT SERVICE					
Parks, Pitches & Woods	0	0	0	0	Veolia retain income - fees set by WBC.
Community Centres	(4,500)	(4,500)	(10,000)	(14,500)	Centrepoint Community Centre has now returned to WBC control.
Allotments	0	0	0	0	Veolia retain income - fees set by WBC.
Cheslyn Gardens	(633)	(1,000)	0	(1,000)	No change.
Cemeteries	(113,695)	(215,750)	(1,250)	(217,000)	Transfer fees and rent increased.
SLM & Related Income	(51,932)	(40,000)	(16,000)	(56,000)	Renegotiation of management fee after mediation - £200k already included in MTF5 & BM.
Trade Waste	0	0	0	0	No longer operate service.
Domestic Waste	(7,130)	(7,550)	(121)	(7,671)	TRDC Miscellaneous Fees and Charges increased by CPI.
Recycling Banks	(10,872)	(14,400)	9,500	(4,900)	Decine in price per ton and popularity of the sites particularly now as operate a commingled doorstep collection service.
Kerbside Recycling	(37,145)	(7,720)	(6,093)	(13,813)	Now have price per ton for material for sales of commingled recycling. TRDC Miscellaneous Fees and Charges increased by CPI.
Specials & Street Cleansing	(29,653)	(30,000)	0	(30,000)	No change - Abandoned Vehicles transferred to Environmental Health.
	(255,560)	(320,920)	(23,964)	(344,884)	
COMMUNITY & CUSTOMER SERVICES					
Arts, Events and Heritage	(7,335)	(13,300)	0	(13,300)	No change.
Housing	(743,705)	(580,500)	0	(580,500)	No change.
Licenses	(151,607)	(145,480)	0	(145,480)	No change.
Other Licenses	(13,874)	(2,110)	0	(2,110)	No change.
Gaming Licenses	(120,846)	(100,780)	(480)	(101,260)	Increase in number of Licence fees.
Pest Control	(18,734)	(24,190)	2,900	(21,290)	Reduction in demand for pest control (Rodents).
Stray Dogs	(3,624)	(1,300)	0	(1,300)	No change.
Environmental Abandoned Vehicles	(554)	(1,800)	0	(1,800)	No change.
Environmental Miscellaneous	(75,561)	(50,930)	2,930	(48,000)	Reduction in Fixed Penalty Notices.
Filming	(19,190)	(9,000)	0	(9,000)	No change.
Customer Services (including Information Unit)	(15,396)	(10,000)	0	(10,000)	No change.
	(1,170,426)	(939,390)	5,350	(934,040)	
PLANNING SERVICES					
Parking - Controlled Parking Zones (✦ see below)	(2,394,369)	(1,342,550)	0	(1,342,550)	No change.
Parking - Other (incl. Avenue, Longspring & Town Hall)	(278,648)	(266,560)	0	(266,560)	No change.
Building Control	(255,239)	(197,500)	0	(197,500)	No change.
Development Control (including Policy Team)	(480,713)	(296,600)	(385,400)	(682,000)	Large increase in number of Planning Application fees.
Land Searches	(126,310)	(80,000)	30,000	(50,000)	Reduction in land searches carried out.
	(3,535,279)	(2,183,210)	(355,400)	(2,538,610)	
LEGAL & PROPERTY SERVICES					
Town Hall Facilities	(87,632)	(86,000)	0	(86,000)	No change.
Elections Unit	(3,956)	(3,000)	0	(3,000)	No change.
	(91,588)	(89,000)	0	(89,000)	
REVENUES & BENEFITS					
Council Tax (Single Person Discount)	140	(2,000)	0	(2,000)	No change.
	140	(2,000)	0	(2,000)	
Sub Total	(5,052,713)	(3,534,520)	(374,014)	(3,908,534)	
Less : Parking - Controlled Parking Zones (✦ see above)	2,394,369	1,342,550	0	1,342,550	No change.
Total	(2,658,344)	(2,191,970)	(374,014)	(2,565,984)	

CORPORATE STRATEGY & CLIENT SERVICE

**2015/16 FEES & CHARGES PROPOSED FOR :-
PARKS / SPORTS PITCHES & WOODS**

Description	2014/15 Charge	PRICING STRATEGY					Proposed 2015/16 Charge	Annual Increase / Decrease (-) %	Comments
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE	STATUTORY			
Standard rated & inclusive of VAT									
PARKS & SPORTS PITCHES									
CRICKET									
Other wickets - per match (adults)	£47.50	x	x	✓	x	x	£48.00	1.05 %	Cost of living increase applied
Other wickets - per match (Juniors)	£24.25	x	x	✓	x	x	£24.50	1.03 %	
FOOTBALL									
Seniors with changing facilities & showers	£53.00	x	x	✓	x	x	£54.00	1.89 %	
Juniors with changing facilities & showers	£22.50	x	x	✓	x	x	£23.00	2.22 %	
HURLING/RUGBY									
Per match including corner flags	£44.50	x	x	✓	x	x	£45.00	1.12 %	
Exempt from VAT									
FOOTBALL									
Seniors with changing facilities & showers (15 games)	£675.00	x	x	✓	x	x	£685.00	1.48 %	
Juniors with changing facilities & showers (12 games)	£215.00	x	x	✓	x	x	£220.00	2.33 %	
Seniors with no changing facilities & showers (15 games)	£410.00	x	x	✓	x	x	£415.00	1.22 %	
Juniors with no changing facilities & showers (12 games)	£160.00	x	x	✓	x	x	£165.00	3.13 %	
Under 11s (small size pitch per season)	£91.00	x	x	✓	x	x	£93.00	2.20 %	
FOOTBALL TRAINING									
KGVPF, Oxhey Park (per hour)	£9.55	x	x	✓	x	x	£9.75	2.09 %	
Changing accommodation / showers (per event)	£10.60	x	x	✓	x	x	£10.75	1.42 %	
PARKS & SPORTS PITCHES									
BOWLS									
Club hire of rinks (per season)	£850.00	x	x	✓	x	x	£875.00	2.94 %	
CRICKET									
Enclosed wicket (per season)	£2,690.00	x	x	✓	x	x	£2,750.00	2.23 %	
CROQUET									
Seasonal charges :-									
Adults	£43.50	x	x	✓	x	x	£44.00	1.15 %	
OAPs	£21.50	x	x	✓	x	x	£21.75	1.16 %	
TENNIS - club charges									
Hire of court per season (May-Sept inc)	£1,010.00	x	x	✓	x	x	£1,040.00	2.97 %	
Zero Rated									
Orienteering maps up to 5 copies	Free	x	x	✓	x	x	free	NO CHANGE	
Subsequent copies each	£1.00	x	✓	x	x	x	£1.00	NO CHANGE	

CORPORATE STRATEGY & CLIENT SERVICE

**2015/16 FEES & CHARGES PROPOSED FOR :-
COMMUNITY CENTRES**

Description	2014/15 Charge	PRICING STRATEGY				Proposed 2015/16 Charge	Annual Increase / Decrease (-) %	Comments
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE			

BUDGET POSITION SUMMARY - COMMUNITY CENTRES

Income Code & Description	Actual 2013/14	Original Budget 2014/15	Proposed Budget 2015/16	Annual Increase / Decrease (-) %	Comments	Proposed Budget 2016/17	Proposed Budget 2017/18
FEES & CHARGES							
JCE000-I0650 - Centrepoint CC - Admissions	£0	£0	-£10,000	100.00 %	Returned to council temporarily pending future decisions	£0	£0
LAND & PROPERTY BASED CHARGES							
DHE000-I0901 - Woodside CC - Rent	-£4,500	-£4,500	-£4,500	NO CHANGE		-£4,500	-£4,500
	-£4,500	-£4,500	-£14,500	222.22 %		-£4,500	-£4,500

CORPORATE STRATEGY & CLIENT SERVICE

**2015/16 FEES & CHARGES PROPOSED FOR :-
ALLOTMENTS**

Description	2014/15 Charge	PRICING STRATEGY					Proposed 2015/16 Charge	Annual Increase / Decrease (-) %	Comments
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE	STATUTORY			
Outside Scope for VAT purposes									Cost of living increase applied
Allotments Per pole per annum 50% reduction for the disabled and those in receipt of income related benefit	£4.50	x	x	✓	x	x	£4.60	2.22 %	

CORPORATE STRATEGY & CLIENT SERVICE

**2015/16 FEES & CHARGES PROPOSED FOR :-
CHESLYN GARDENS**

Description	2014/15 Charge	PRICING STRATEGY					Proposed 2015/16 Charge	Annual Increase / Decrease (-) %	Comments
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE	STATUTORY			
Standard rated & inclusive of VAT									
CHESLYN GARDENS									
Hire of garden for wedding photos	£25.00	x	x	✓	x	x	£30.00	20.00 %	
Exempt from VAT									
CHESLYN HOUSE									
Hire of 2 meeting rooms & kitchen per hour	£35.00	x	x	✓	x	x	£35.00	NO CHANGE	
Reduced charge for recognised voluntary groups per hour	£9.00	x	x	✓	x	x	£10.00	11.11 %	
HIRE OF FACILITIES									
Commercial rate per day	£900.00	x	x	✓	x	x	£1,000.00	11.11 %	
Non commercial rate per day	£570.00	x	x	✓	x	x	£570.00	NO CHANGE	

BUDGET POSITION SUMMARY - CHESLYN GARDENS

Income Code & Description	Actual 2013/14	Original Budget 2014/15	Proposed Budget 2015/16	Annual Increase / Decrease (-) %	Comments	Proposed Budget 2016/17	Proposed Budget 2017/18
FEES & CHARGES							
KRA000-I0676 - Use of Facilities	-£633	-£1,000	-£1,000	NO CHANGE		-£1,000	-£1,000
	-£633	-£1,000	-£1,000	NO CHANGE		-£1,000	-£1,000

CORPORATE STRATEGY & CLIENT SERVICE

**2015/16 FEES & CHARGES PROPOSED FOR :-
CEMETERIES**

RESIDENT

Description	2014/15 Charge	PRICING STRATEGY					Proposed 2015/16 Charge	Annual Increase / Decrease (-) %	Comments
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE	STATUTORY			
Outside Scope for VAT purposes									Cost of living increase applied
If the deceased has lived away from the Watford area for less than 60 months the Resident charge will be made									
TABLE OF FEES									
PART 1									
Exclusive rights of burial in earthen grave									
Exclusive right of burial for 50 yrs in an earthen grave on all sections including Muslim section	£860.00	x	x	✓	x	x	£870.00	1.16 %	
Walled graves & vaults:									
For the right to construct & build a walled grave or vault & for the exclusive right of burial for 50 yrs on all sections 8ftx4ft	£1,550.00	x	x	✓	x	x	£1,600.00	3.23 %	
The Garden of Rest									
For the exclusive right of burial for 50 yrs of cremated remains in the Garden of Rest at North Watford 4ft X 2ft	£415.00	x	x	✓	x	x	£420.00	1.20 %	
The Garden of Remembrance									
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	£365.00	x	x	✓	x	x	£370.00	1.37 %	
CHILDREN'S SECTION									
For the exclusive right of burial for 50 years 4ft x 2ft	£100.00	x	x	✓	x	x	£100.00	NO CHANGE	
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	
PART 2									
Interments - the fees indicated for various heads :-									
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	£53.00	x	x	✓	x	x	£54.00	1.89 %	
For an interment in a grave in respect of which an exclusive right of burial HAS been granted :-									
a) All sections	£450.00	x	x	✓	x	x	£455.00	1.11 %	
b) The children's section. All graves for 1 interment at a depth of 4ft size of grave spaces 4ft x 2ft	£155.00	x	x	✓	x	x	£160.00	3.23 %	
c) Caskets including extra digging required	£600.00	x	x	✓	x	x	£610.00	1.67 %	
d) For the interment / scattering of cremated remains in / on any grave on any section including Garden of Rest/Remembrance	£170.00	x	x	✓	x	x	£175.00	2.94 %	
e) For a stillborn child, or child whose age at the time of death did not exceed 1 month	£37.00	x	x	✓	x	x	£38.00	2.70 %	
f) Non viable foetus burial	£37.00	x	x	✓	x	x	£38.00	2.70 %	
g) Shrouded burial fee	£63.00	x	x	✓	x	x	£65.00	3.17 %	
For an interment in a grave in respect of which an exclusive right of burial HAS NOT been granted :-									
a) For a stillborn child, or child whose age at the time of death did not exceed 1 month	£37.00	x	x	✓	x	x	£37.00	NO CHANGE	
b) For a child whose age at the time of death exceeded 1 month but did not exceed 5 years	£100.00	x	x	✓	x	x	£100.00	NO CHANGE	
c) For a child over 5 years or an adult	£185.00	x	x	✓	x	x	£185.00	NO CHANGE	
PART 3									
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									
Headstones, or any other type of monument									
a) Not exceeding 3ft 6ins in height	£140.00	x	x	✓	x	x	£145.00	3.57 %	
b) Not exceeding 2ft 6ins in the Garden of Rest and in the children's section	£72.00	x	x	✓	x	x	£75.00	4.17 %	
c) Garden of Remembrance-as approved-sole design allowed	£62.00	x	x	✓	x	x	£65.00	4.84 %	

CORPORATE STRATEGY & CLIENT SERVICE

**2015/16 FEES & CHARGES PROPOSED FOR :-
CEMETERIES (continued)**

RESIDENT.....continued

Description	2014/15 Charge	PRICING STRATEGY				Proposed 2015/16 Charge	Annual Increase / Decrease (-) %	Comments	
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE				STATUTORY
Outside Scope for VAT purposes									
Kerbs									
* a) Enclosing a space not exceeding 7ft x 3ft	£73.00	x	x	✓	x	x	£75.00	2.74 %	Cost of living increase applied
* b) Enclosing a space not exceeding 4ft x 2ft in the Garden of Rest and Children's Section	£35.00	x	x	✓	x	x	£36.00	2.86 %	
Vases									
* For each vase, maximum size 12"x12"x12"	£21.00	x	x	✓	x	x	£22.00	4.76 %	
a) Separate, or as an addition to a headstone, not exceeding 18" x 12"	£30.00	x	x	✓	x	x	£31.00	3.33 %	
b) Where an inscription table or plate takes the place of a memorial	£75.00	x	x	✓	x	x	£76.00	1.33 %	
* Complete memorial, consisting of headstone & Kerbs	£250.00	x	x	✓	x	x	£255.00	2.00 %	
THE FEES INDICATED FOR THE VARIOUS HEADS OF THIS PART INCLUDE THE ORIGINAL INSCRIPTION(S) WHEN THE MEMORIAL IS APPROVED									
Fees for each subsequent inscription to an existing memorial	£33.00	x	x	✓	x	x	£34.00	3.03 %	
* Any other replacement works not covered by above									
Standard rated & exclusive of VAT									
PART 4 Miscellaneous									
The Burial Register - fee for transfer of grave grant for the exclusive right of burial	£27.00	x	x	✓	x	x	£28.00	3.70 %	
Fee for the searches of Burial Register and for copies of extract to be taken there from	£35.00	x	x	✓	x	x	£36.00	2.86 %	
Fee for the use of the Chapel	£80.00	x	x	✓	x	x	£82.00	2.50 %	
Outside Scope for VAT purposes									
PART 5 Maintenance of Grave spaces									
Turfing a grave	£48.00	x	x	✓	x	x	£50.00	4.17 %	
Partial burying of headstone following failure of safety test	£53.00	x	x	✓	x	x	£55.00	3.77 %	
Supply soil for memorial inset	£43.00	x	x	✓	x	x	£45.00	4.65 %	
* Any other replacement works not covered by above									
NOTE: 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									

CORPORATE STRATEGY & CLIENT SERVICE

**2015/16 FEES & CHARGES PROPOSED FOR :-
CEMETERIES (continued)**

NON RESIDENT

Description	2014/15 Charge	PRICING STRATEGY					Proposed 2015/16 Charge	Annual Increase / Decrease (-) %	Comments
		COMMERCIAL	FULL COST FEES	SUBSIDISED	FREE	STATIONARY			
Outside Scope for VAT purposes									
If the deceased has lived away from the Watford area for less than 60 months the Resident charge will be made									
PART 1									
Exclusive rights of burial in earthen grave									
Exclusive right of burial for 50 yrs in an earthen grave on all sections including Muslim section	£2,600.00	x	x	✓	x	x	£2,650.00	1.92 %	
Walled graves & vaults:									
For the right to construct & build a walled grave or vault & for the exclusive right of burial for 50 yrs on all sections 8ftx4ft	£4,700.00	x	x	✓	x	x	£4,750.00	1.06 %	
The Garden of Rest									
For the exclusive right of burial for 50 yrs of cremated remains in the Garden of Rest at North Watford 4ft X 2ft	£1,250.00	x	x	✓	x	x	£1,275.00	2.00 %	
The Garden of Remembrance									
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	£1,100.00	x	x	✓	x	x	£1,125.00	2.27 %	
CHILDREN'S SECTION									
For the exclusive right of burial for 50 years 4ft x 2ft	£300.00	x	x	✓	x	x	£305.00	1.67 %	
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	£610.00	1.67 %	
PART 2									
Interments - the fees indicated for various heads :-									
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	£53.00	x	x	✓	x	x	£54.00	1.89 %	
For an interment in a grave in respect of which an exclusive right of burial HAS been granted :-									
a) All sections	£450.00	x	x	✓	x	x	£450.00	NO CHANGE	
b) The children's section. All graves for 1 interment at a depth of 4ft size of grave spaces 4ft X2ft	£150.00	x	x	✓	x	x	£150.00	NO CHANGE	
c) caskets including extra digging required	£600.00	x	x	✓	x	x	£600.00	NO CHANGE	
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	£170.00	x	x	✓	x	x	£170.00	NO CHANGE	
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	£38.00	x	x	✓	x	x	£38.00	NO CHANGE	
f) Non viable foetus burial	£38.00	x	x	✓	x	x	£38.00	NO CHANGE	
g) Shrouded burial fee	£62.00	x	x	✓	x	x	£62.00	NO CHANGE	
For an interment in a grave in respect of which an exclusive right of burial HAS NOT been granted :-									
a) For a stillborn child, or child whose age at the time of death did not exceed 1 month	£38.00	x	x	✓	x	x	£38.00	NO CHANGE	
b) For a child whose age at the time of death exceeded 1 month but did not exceed 5 yrs.	£100.00	x	x	✓	x	x	£100.00	NO CHANGE	
c) For a child over 5 years or an adult	£190.00	x	x	✓	x	x	£190.00	NO CHANGE	
PART 3									
Fees for memorial work & 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									
Outside Scope for VAT purposes									
PART 3									
Fees for memorial work & 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									
Headstone, or any other type of monument									
a) Not exceeding 3ft 6inc in height	£140.00	x	x	✓	x	x	£145.00	3.57 %	
b) Not exceeding 2ft 6inc in the Garden of rest and in the children's section	£73.00	x	x	✓	x	x	£75.00	2.74 %	
c) Garden of Remembrance - as approved-sole design allowed	£62.00	x	x	✓	x	x	£65.00	4.84 %	
LEDGERS									
* A ledger not exceeding 7ft x 3ft	£73.00	x	x	✓	x	x	£75.00	2.74 %	
KERBS									
* a) Enclosing a space not exceeding 7ft x 3ft	£73.00	x	x	✓	x	x	£75.00	2.74 %	
* b) Enclosing a space not exceeding 4ft x 2ft in the Garden of Rest and children's Section	£35.00	x	x	✓	x	x	£36.00	2.86 %	
Vases									
* For each vase, maximum size 12" x 12" x 12"	£21.00	x	x	✓	x	x	£22.00	4.76 %	
a) separate, or as an addition to a headstone, not exceeding 18" x 12"	£30.00	x	x	✓	x	x	£31.00	3.33 %	
b) Where an inscription table or plate takes the place of a headstone, either at the foot or head of a memorial	£75.00	x	x	✓	x	x	£76.00	1.33 %	
* Complete memorial, consisting of headstone and kerbs	£260.00	x	x	✓	x	x	£265.00	1.92 %	
THE FEES INDICATED FOR THE VARIOUS HEADS OF THIS PART INCLUDED THE ORIGINAL INSCRIPTION(S) WHEN THE MEMORIAL IS APPROVED									
Fees for each subsequent inscription to an existing memorial	£32.00	x	x	✓	x	x	£33.00	3.13 %	
* Any other replacement works not covered by above									
* GRAVE SPACES PURCHASED PRIOR TO 1ST APRIL 1981 ONLY									

CORPORATE STRATEGY & CLIENT SERVICE

**2015/16 FEES & CHARGES PROPOSED FOR :-
CEMETERIES (continued)**

NON RESIDENT.....continued

Description	2014/15 Charge	PRICING STRATEGY					Proposed 2015/16 Charge	Annual Increase / Decrease (-) %	Comments
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE	STATUTORY			
Standard rated & exclusive of VAT									
* Any other replacement works not covered by above									
* GRAVE SPACES PURCHASED PRIOR TO 1ST APRIL 1981 ONLY									
PART 4									
Miscellaneous									
The Burial Register - fee for transfer of grave grant for the exclusive right of burial	£26.00	*	*	✓	*	*	£27.00	3.85 %	Cost of living increase applied
Fee for the searches of Burial Register and for copies of extract to be taken there from	£34.00	*	*	✓	*	*	£35.00	2.94 %	
Fee for the use of the Chapel	£78.00	*	*	✓	*	*	£80.00	2.56 %	
PART 5									
Outside Scope for VAT purposes									
Maintenance of Grave spaces									
Turfing a grave	£47.00	*	*	✓	*	*	£48.00	2.13 %	
Partial burying of headstone following failure of safety test	£52.00	*	*	✓	*	*	£54.00	3.85 %	
Supply soil for memorial inset	£42.00	*	*	✓	*	*	£43.00	2.38 %	
* Any other replacement works not covered by above									
NOTE:									
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 2013/14	Original Budget 2014/15	Proposed Budget 2015/16	Annual Increase / Decrease (-) %	Comments	Proposed Budget 2016/17	Proposed Budget 2017/18
FEES & CHARGES							
KNA000-I0520 - Sale of Grave Spaces	-£12,099	-£115,000	-£115,000	NO CHANGE		-£115,000	-£115,000
KNA000-I0522 - Burial Fees	-£74,057	-£75,000	-£75,000	NO CHANGE		-£75,000	-£75,000
KNA000-I0524 - Memorial Fees	-£16,378	-£16,000	-£16,000	NO CHANGE		-£16,000	-£16,000
KNA000-I0526 - Use of Chapel	-£2,920	-£3,000	-£3,000	NO CHANGE		-£3,000	-£3,000
KNA000-I0527 - Transfer Fees	-£2,057	-£1,500	-£2,000	33.33 %		-£1,500	-£1,500
KNA000-I0682 - Headstone Insertion	£0	£0	£0	NO CHANGE		£0	£0
LAND & PROPERTY BASED CHARGES							
KNA000-I0901 - Rent	-£6,184	-£5,250	-£6,000	14.29 %		-£6,000	-£6,000
	-£113,695	-£215,750	-£217,000			-£216,500	-£216,500

CORPORATE STRATEGY & CLIENT SERVICE

**2015/16 FEES & CHARGES PROPOSED FOR :-
LEISURE CENTRES - OPERATED BY SLM**

Description	2014/15 Charge	PRICING STRATEGY					Proposed 2015/16 Charge	Annual Increase / Decrease (-) %	Comments
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE	STATUTORY			
Standard rated & incl of VAT if applicable									
Main Hall / Dry Side Activities :-									
Half hall hire - Woodside - Adult	£57.00	✓	✗	✗	✗	✗	£58.50	2.63 %	Cost of living increase applied
- Junior	£28.50	✓	✗	✗	✗	✗	£29.25	2.63 %	
Whole Hall hire - Woodside - Adult	£115.00	✓	✗	✗	✗	✗	£118.00	2.61 %	
- Junior	£57.50	✓	✗	✗	✗	✗	£59.00	2.61 %	
Whole Hall hire - Central - Adult	£57.00	✓	✗	✗	✗	✗	£58.50	2.63 %	
- Junior	£28.50	✓	✗	✗	✗	✗	£29.25	2.63 %	
Cricket - Adult	£57.00	✓	✗	✗	✗	✗	£58.50	2.63 %	
- Junior	£28.50	✓	✗	✗	✗	✗	£29.25	2.63 %	
Parties with food, party leader up to 16 kids									
Dry side (football / allsportz, bouncy castle)	£175.00	✓	✗	✗	✗	✗	£180.00	2.86 %	
Wetside (mini, mega wet and wild)	£195.00	✓	✗	✗	✗	✗	£200.00	2.56 %	
Wetside (inflatable)	£205.00	✓	✗	✗	✗	✗	£210.00	0.02 %	
Creative Learning and Sportzone	£180.00	✓	✗	✗	✗	✗	£185.00	2.78 %	
Trampoline and Dance Party	£195.00	✓	✗	✗	✗	✗	£200.00	2.56 %	
Additional children	£9.20	✓	✗	✗	✗	✗	£9.45	2.72 %	
Additional party leader	£17.00	✓	✗	✗	✗	✗	£17.00	NO CHANGE	
Cost per head for food	£3.40	✓	✗	✗	✗	✗	£3.50	2.94 %	
Parties (self catering, party leader, up to 16 kids)									
Dry side (football/allsportz,bouncy castle)	£122.50	✓	✗	✗	✗	✗	£126.00	2.86 %	
Wetside (mini, mega wet and wild)	£145.00	✓	✗	✗	✗	✗	£149.00	2.76 %	
Wetside (inflatable)	£155.00	✓	✗	✗	✗	✗	£159.00	2.58 %	
Creative Learning and Sportzone	£132.50	✓	✗	✗	✗	✗	£136.00	2.64 %	
Trampoline and Dance Party	£142.50	✓	✗	✗	✗	✗	£147.50	3.51 %	
Additional children	£5.90	✓	✗	✗	✗	✗	£6.00	1.69 %	
Additional party leader	£17.00	✓	✗	✗	✗	✗	£17.00	NO CHANGE	
Junior Activities									
Active antz	£5.25	✓	✗	✗	✗	✗	£5.40	2.86 %	
Crafty tots	£6.00	✓	✗	✗	✗	✗	£6.15	2.50 %	
Mini gym	£5.25	✓	✗	✗	✗	✗	£5.40	2.86 %	
Mini dribblers	£5.25	✓	✗	✗	✗	✗	£5.40	2.86 %	
Mini bouncers	£5.25	✓	✗	✗	✗	✗	£5.40	2.86 %	
Sports Course - Adult - Dry	£6.15	✓	✗	✗	✗	✗	£6.30	2.44 %	
Trampolining (drop-in adults)	£6.40	✓	✗	✗	✗	✗	£6.55	2.34 %	
Pilates (3 wks - 45mins)	£18.45	✓	✗	✗	✗	✗	£19.00	2.98 %	
Swimming Course - Adult	£5.50	✓	✗	✗	✗	✗	£5.65	2.73 %	
Swimming Coaching 1 hour (Sat am only)	£5.50	✓	✗	✗	✗	✗	£5.65	2.73 %	
Everyone Active card - Watford & Three Rivers	Free Of Charge	✗	✗	✗	✓	✗	Free of charge	NO CHANGE	
Everyone Active card - Non resident adult	£30.00	✓	✗	✗	✗	✗	£30.50	1.67 %	
Everyone Active card - Non resident junior	£15.00	✓	✗	✗	✗	✗	£15.25	1.67 %	
Everyone Active card - Non resident - family (2 adults and up to 3 children)	£60.00	✓	✗	✗	✗	✗	£61.00	1.67 %	
Lost card/replacement	£5.00	✓	✗	✗	✗	✗	£5.00	NO CHANGE	
50+ Short Mat Bowls	£2.70	✓	✗	✗	✗	✗	£2.75	1.85 %	
50+ Keep Fit	£3.20	✓	✗	✗	✗	✗	£3.25	1.56 %	
50+ Line Dancing	£3.40	✓	✗	✗	✗	✗	£3.45	1.47 %	
50+ Tap	£3.20	✓	✗	✗	✗	✗	£3.25	1.56 %	
50+ Water Workout	£4.40	✓	✗	✗	✗	✗	£4.45	2.95 %	
50+ Swimming	£2.90	✓	✗	✗	✗	✗	£2.95	1.72 %	
50+ Badminton	£3.20	✓	✗	✗	✗	✗	£3.25	1.56 %	

CORPORATE STRATEGY & CLIENT SERVICE

**2015/16 FEES & CHARGES PROPOSED FOR :-
LEISURE CENTRES - OPERATED BY SLM (Continued)**

Description	2014/15 Charge	PRICING STRATEGY					Proposed 2015/16 Charge	Annual Increase / Decrease (-) %	Comments	
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE	STATUTORY				
Standard rated & incl of VAT if applicable										
Hire Prices (A refundable deposit of £5.00 is required per each item hired)										
Badminton Racquets	£2.35	✓	x	x	x	x	£2.40	2.13 %	Cost of living increase applied	
Table Tennis Bats	£2.35	✓	x	x	x	x	£2.40	2.13 %		
Squash racquets	£2.35	✓	x	x	x	x	£2.40	2.13 %		
Trampoline per hour	£13.00	✓	x	x	x	x	£13.50	3.85 %		
Equipment purchase :-										
Squash balls	£3.75	✓	x	x	x	x	£3.85	2.67 %		
Shuttlecocks	£2.10	✓	x	x	x	x	£2.15	2.38 %		
Meetings :-										
Conference Room & Executive Suite (WLC)	£20.00 - £26.00	✓	x	x	x	x	£20.00-£26.00			
Studios :-										
Studio 1 (14.7 x 11.7)	£30.50	✓	x	x	x	x	£31.25	2.46 %		
Studio 2 (12.5 x 9.8)	£26.50	✓	x	x	x	x	£27.25	2.83 %		
Studio 3 - (8.9 x 9.9)	£21.00	✓	x	x	x	x	£21.75	3.57 %		
Studio 1 (Central)	£26.00	✓	x	x	x	x	£26.75	2.88 %		
Creche	£21.00	✓	x	x	x	x	£21.50	2.38 %		
Schools per half hour per teacher	£30.00	✓	x	x	x	x	£30.50	1.67 %		
Second teacher per pool	£20.00	✓	x	x	x	x	£20.50	2.50 %		
Gym, per student	£2.90	✓	x	x	x	x	£3.00	3.45 %		
Woodside Stadium :-										
Public Training - Adult	£4.50	✓	x	x	x	x	£4.60	2.22 %		
- Junior	£2.65	✓	x	x	x	x	£2.65	NO CHANGE		
Adult (Watford Harriers Club Members)	£3.90	✓	x	x	x	x	£3.95	1.28 %		
Junior (Watford Harriers Club Members)	£1.60	✓	x	x	x	x	£1.60	NO CHANGE		
Season Tickets adults - Summer										
- Winter	£82.00	✓	x	x	x	x	£84.00	2.44 %		
- Yearly	£62.00	✓	x	x	x	x	£63.50	2.42 %		
Season Tickets junior - Summer	£120.00	✓	x	x	x	x	£123.00	2.50 %		
- Winter	£40.00	✓	x	x	x	x	£40.00	NO CHANGE		
- Yearly	£30.00	✓	x	x	x	x	£30.00	NO CHANGE		
- Yearly	£60.00	✓	x	x	x	x	£60.00	NO CHANGE		
Athletics Meet (Up to 8 hours Mon - Fri up to 5pm)	£145.00	✓	x	x	x	x	£147.50	1.72 %		
Athletics Meet (Up to 8 hours Weekend or Bank Holiday)	£235.00	✓	x	x	x	x	£237.50	1.06 %		
Athletics Meet (Up to 4 hours Midweek evening from 6pm)	£90.00	✓	x	x	x	x	£91.50	1.67 %		
Athletics Meet - Additional hours	£50.00	✓	x	x	x	x	£51.00	2.00 %		
School Athletic Meet/Sports Day (Up to 5pm weekdays)	£90.00	✓	x	x	x	x	£92.50	2.78 %		
Member of staff	£16.00	✓	x	x	x	x	£16.50	3.13 %		
Additional colleagues / person	£16.00	✓	x	x	x	x	£16.50	3.13 %		
Car Park Steward for large events	£11.50	✓	x	x	x	x	£11.75	2.17 %		
Athletic Meet - Set up time per hr	£20.00	✓	x	x	x	x	£20.50	2.50 %		
Athletic Meet - Clean Up time per hr	£20.00	✓	x	x	x	x	£20.50	2.50 %		
Harriers Charges										
Hire for training/coaching purposes, day time inc As Above including Flood Lights in Evening, plus a colleague	£25.00	✓	x	x	x	x	£25.00	NO CHANGE		
	£38.00	✓	x	x	x	x	£39.00	2.63 %		
Block Booking (standard price less VAT where bookings are 10 consecutive weeks or more)										
ATP 1x5v5 - Adult	£33.50	✓	x	x	x	x	£34.50	2.99 %		
ATP 1x5v5 - Junior	£17.00	✓	x	x	x	x	£17.50	2.94 %		
Badminton Clubs - Adult	£11.65	✓	x	x	x	x	£12.00	3.00 %		
Sports Activity - Adult	£45.00	✓	x	x	x	x	£46.00	2.22 %		
- Junior	£22.50	✓	x	x	x	x	£23.00	2.22 %		
Cricket (Nets only) - Adult	£47.50	✓	x	x	x	x	£48.50	2.11 %		
- Junior	£23.75	✓	x	x	x	x	£24.25	2.11 %		
Treatment room 1 (per month)	£0.00	✓	x	x	x	x	£0.00	NO CHANGE		
Treatment room 2 (per month)	£0.00	✓	x	x	x	x	£0.00	NO CHANGE		
Learner pool (1 hour) - Central	£29.00	✓	x	x	x	x	£29.00	NO CHANGE		
Learner pool (1 hour) - woodside	£36.00	✓	x	x	x	x	£36.00	NO CHANGE		
Gala Prices										
Swim Clubs (general) incl timing equip	£140.00	✓	x	x	x	x	£140.00	NO CHANGE		
Watford Swim Club / voluntary organisations	£95.00	✓	x	x	x	x	£95.00	NO CHANGE		
Waterpolo	£71.00	✓	x	x	x	x	£71.00	NO CHANGE		

CORPORATE STRATEGY & CLIENT SERVICE

**2015/16 FEES & CHARGES PROPOSED FOR :-
LEISURE CENTRES - OPERATED BY SLM (Continued)**

Description	2014/15 Charge	PRICING STRATEGY					Proposed 2015/16 Charge	Annual Increase / Decrease (-) %	Comments
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE	STATUTORY			
Standard rated & incl of VAT if applicable									
Main Hall / Dry Side Activities :-									
Badminton - Adult	£14.00	✓	x	x	x	x	£14.15	1.07 %	Cost of living increase applied
- Junior	£7.00	✓	x	x	x	x	£7.05	0.71 %	
(8-4 weekdays and 8 - close weekends)	£7.00	✓	x	x	x	x	£7.05	0.71 %	
Drop-in Adult (Friday night)	£5.10	✓	x	x	x	x	£5.15	0.98 %	
Drop-in Junior	£4.10	✓	x	x	x	x	£4.15	1.22 %	
Table Tennis - Adult	£7.40	✓	x	x	x	x	£7.60	2.70 %	
Table Tennis - Junior	£3.80	✓	x	x	x	x	£3.90	2.63 %	
ATP 5 V 5 a side - Adult	£40.00	✓	x	x	x	x	£41.25	3.13 %	
- Junior	£20.00	✓	x	x	x	x	£20.50	2.51 %	
Squash - Adult	£11.40	✓	x	x	x	x	£11.50	0.88 %	
- Junior	£5.70	✓	x	x	x	x	£5.75	0.88 %	
Squash (off peak) - Adult	£5.70	✓	x	x	x	x	£5.75	0.88 %	
Squash (off peak) - Junior	£3.30	✓	x	x	x	x	£3.35	1.52 %	
Climbing Wall - Adult	£5.20	✓	x	x	x	x	£5.20	NO CHANGE	
Climbing Wall - Junior	£4.10	✓	x	x	x	x	£4.10	NO CHANGE	
Climbing Wall - registration	£5.00	✓	x	x	x	x	£5.00	NO CHANGE	
Parties :-									
Children's Activities									
Creche - 1 hour	£3.00	✓	x	x	x	x	£3.05	1.67 %	
- 2 hours	£5.20	✓	x	x	x	x	£5.25	0.96 %	
Courses :-									
Sports Course Junior - Dry	£5.40	✓	x	x	x	x	£5.55	2.78 %	
Swimming Lessons Junior - Wet	£5.50	✓	x	x	x	x	£5.65	2.73 %	
Fitness Activities :-									
Group Exercise (45min and 1 hr)	£6.20	✓	x	x	x	x	£6.30	1.61 %	
Induction (1:1) - Adult	£25.00	✓	x	x	x	x	£25.00	NO CHANGE	
- Junior	£12.50	✓	x	x	x	x	£12.50	NO CHANGE	
Gym Casual use	£7.90	✓	x	x	x	x	£8.10	2.53 %	
60+ Gym	£2.90	✓	x	x	x	x	£2.95	1.72 %	
Gym Active teen (11 - 16yrs)	£2.90	✓	x	x	x	x	£2.95	1.72 %	
Three Rivers junior gym	£2.90	✓	x	x	x	x	£3.00	3.45 %	
GP Referral	£3.50	✓	x	x	x	x	£3.50	NO CHANGE	
Special w/out Groups (eg Parkinsons)	£2.00	✓	x	x	x	x	£2.05	2.50 %	
Toning Chairs :-									
1 session	£8.20	✓	x	x	x	x	£8.35	1.83 %	
6 sessions	£47.00	✓	x	x	x	x	£48.00	2.13 %	
12 sessions	£82.00	✓	x	x	x	x	£84.00	2.44 %	
Toning Chairs Induction	£9.20	✓	x	x	x	x	£9.40	2.17 %	
Swimming :-									
Adult	£4.10	✓	x	x	x	x	£4.15	1.22 %	
Junior	£2.80	✓	x	x	x	x	£2.85	1.79 %	
60+	£2.10	✓	x	x	x	x	£2.15	2.38 %	
50+	£2.80	✓	x	x	x	x	£2.85	1.79 %	
Under 3 (free)	Free Of Charge	x	x	x	✓	x	free of charge	NO CHANGE	
Fun Session - Jr	£3.50	✓	x	x	x	x	£3.60	2.86 %	
Three Rivers Junior U19's	£2.90	✓	x	x	x	x	£2.95	1.72 %	
Three Rivers 60+	£2.10	✓	x	x	x	x	£2.15	2.38 %	
Shower /Admission - Adult	£2.10	✓	x	x	x	x	£2.15	2.38 %	
- Junior	£1.35	✓	x	x	x	x	£1.40	3.70 %	
Spectator	£1.35	✓	x	x	x	x	£1.35	NO CHANGE	
Sauna	£3.80	✓	x	x	x	x	£3.90	2.63 %	
Sauna and Swim	£5.00	✓	x	x	x	x	£5.10	2.00 %	
Memberships (direct debits) :-									
Group Exercise - Single	£33.00	✓	x	x	x	x	£33.00	NO CHANGE	
- Couple	£53.00	✓	x	x	x	x	£53.00	NO CHANGE	
- Annual (single)	£330.00	✓	x	x	x	x	£330.00	NO CHANGE	
- Annual (Joint)	£530.00	✓	x	x	x	x	£530.00	NO CHANGE	
Total Fitness - Single	£39.50	✓	x	x	x	x	£39.50	NO CHANGE	
- Couple	£68.00	✓	x	x	x	x	£68.00	NO CHANGE	
- Annual (single)	£395.00	✓	x	x	x	x	£395.00	NO CHANGE	
- Annual (Joint)	£680.00	✓	x	x	x	x	£680.00	NO CHANGE	
Corporate Single Only - Monthly	£33.00	✓	x	x	x	x	£33.00	NO CHANGE	
- Annual	£330.00	✓	x	x	x	x	£330.00	NO CHANGE	
Junior Active - Monthly	£23.00	✓	x	x	x	x	£23.00	NO CHANGE	
- Annual	£230.00	✓	x	x	x	x	£230.00	NO CHANGE	
Total Fit 60+ - Monthly	£27.00	✓	x	x	x	x	£27.00	NO CHANGE	
- Annual	£270.00	✓	x	x	x	x	£270.00	NO CHANGE	
Total Fitness Joining Fee - Single	£25.00	✓	x	x	x	x	£25.00	NO CHANGE	
Splash Fitness (swim) - Monthly	£25.00	✓	x	x	x	x	£25.00	NO CHANGE	
- Annual	£250.00	✓	x	x	x	x	£250.00	NO CHANGE	

CORPORATE STRATEGY & CLIENT SERVICE

**2015/16 FEES & CHARGES PROPOSED FOR :-
LEISURE CENTRES - OPERATED BY SLM (Continued)**

Description	2014/15 Charge	PRICING STRATEGY					Proposed 2015/16 Charge	Annual Increase / Decrease (-) %	Comments
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE	STATUTORY			
Standard rated & incl of VAT if applicable									Cost of living increase applied
Watford Borough Council - Monthly	£27.00	✓	x	x	x	x	£27.00	NO CHANGE	
- Annual	£270.00	✓	x	x	x	x	£270.00	NO CHANGE	
Watford Harriers - Monthly	£31.00	✓	x	x	x	x	£31.00	NO CHANGE	
- Annual	£310.00	✓	x	x	x	x	£310.00	NO CHANGE	
Pool hire - standard charge :-									
Watford Woodside - Main pool (4 lanes)	£54.00	✓	x	x	x	x	£55.50	2.78 %	
Watford Woodside - Main pool (whole)	£108.00	✓	x	x	x	x	£111.00	2.78 %	
Watford Central - Main pool (3 lanes)	£47.00	✓	x	x	x	x	£48.00	2.13 %	
Watford Central - Main pool (whole)	£94.00	✓	x	x	x	x	£96.00	2.13 %	
Pool hire - Club / School rate :-									
We have agreed to hold Club rates for 2 years									
Watford Woodside - Main pool (4 lanes)	£47.00	✓	x	x	x	x	£48.00	2.13 %	
Watford Woodside - Main pool (whole)	£94.00	✓	x	x	x	x	£96.00	2.13 %	
Watford Central - Main pool (3 lanes)	£41.00	✓	x	x	x	x	£42.00	2.44 %	
Watford Central - Main pool (whole)	£82.00	✓	x	x	x	x	£84.00	2.44 %	

BUDGET POSITION SUMMARY - LEISURE CENTRES

Income Code & Description	Actual 2013/14	Original Budget 2014/15	Proposed Budget 2015/16	Annual Increase / Decrease (-) %	Comments	Proposed Budget 2016/17	Proposed Budget 2017/18
FEES & CHARGES							
DLM000-I0630 WJ0079 - Service Provider (WHC)	-£51,932	-£40,000	-£56,000	40.00 %		-£56,000	-£56,000
	-£51,932	-£40,000	-£56,000	40.00 %		-£56,000	-£56,000

CORPORATE STRATEGY & CLIENT SERVICE

**2015/16 FEES & CHARGES PROPOSED FOR :-
WASTE SERVICES INCLUDING TRADE WASTE**

Description	2014/15 Charge	PRICING STRATEGY					Proposed 2015/16 Charge	Annual Increase / Decrease (-) %	Comments
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE	STATUTORY			
Outside Scope & exclusive of VAT									
TRADE WASTE									
1100L Euro bin									
Container per empty (Schools/Charities)	£9.95	x	✓	✓	x	✓	£9.95	NO CHANGE	Price to remain static after new pricing structure implemented
1100L Euro bin hire									
Container per empty (recycling) (schools)	£9.50	x	✓	✓	x	✓	£9.50	NO CHANGE	Price to remain static after new pricing structure implemented
940L Chamberlain bin Container									
Container per empty (Schools/Charities)	£9.00	x	✓	✓	x	✓	£9.00	NO CHANGE	Price to remain static after new pricing structure implemented
660L Euro bin container									
Container per empty (Schools/Charities)	£8.05	x	✓	✓	x	✓	£8.05	NO CHANGE	Price to remain static after new pricing structure implemented
360L wheeled bins									
Container per empty (Schools/Charities)	£6.65	x	✓	✓	x	✓	£6.65	NO CHANGE	Price to remain static after new pricing structure implemented
240L Wheeled bins									
Container per empty (Schools/Charities)	£5.70	x	✓	✓	x	✓	£5.70	NO CHANGE	Price to remain static after new pricing structure implemented
ADDITIONAL DOMESTIC COLLECTION SCENARIO									
1100L Euro bin									
Container per empty	N/A	x	✓	✓	x	✓	£9.95		
660L Euro bin container									
Container per empty	N/A	x	✓	✓	x	✓	£8.05		
240L Wheeled bins									
Container per empty	N/A	x	✓	✓	x	✓	£5.70		
DOMESTIC WASTE									
Delivery of recycling boxes and wheeled bins	£5.20	x	x	✓	x	x	£5.20	NO CHANGE	Charge to include delivery of black residual bin
DOMESTIC SACKS									
Excess Waste Sack	£2.00	x	✓	x	x	x	£2.00	NO CHANGE	No price increase to ensure round number charged
Nappy Sack	£0.30	x	✓	x	x	x	£0.30	NO CHANGE	No price increase to ensure round number charged

CHARGES TO DEVELOPERS FOR WASTE CONTAINERS - NEW CHARGE**

Description	Actual 2013/14	Original Budget 2014/15	Proposed Budget 2015/16	Annual Increase / Decrease (-) %	COMMENTS
WASTE BINS FOR NEW DEVELOPMENTS					
Euro 660 litre residual bin	0	£0	£246.00	N/A	Discounted rate for developers to promote the use of communal bins
Euro 1100 litre residual bin	0	£0	£265.00	N/A	Discounted rate for developers to promote the use of communal bins
Euro 1100 litre recycling bin	0	£0	£0.00	N/A	Nil charge for recycling provision

BUDGET POSITION SUMMARY - WASTE SERVICES INCLUDING TRADE WASTE

Income Code & Description	Actual 2013/14	Original Budget 2014/15	Proposed Budget 2015/16	Annual Increase / Decrease (-) %	Comments	Proposed Budget 2016/17	Proposed Budget 2017/18
SALES							
KMG000-10113 - Sales of Paper	-£2,812	-£2,400	-£1,900	-20.83 %	Decline in price per ton and popularity of the sites particularly now operate a commingled doorstep collection service	-£1,200	-£1,200
KMG000-10538 - Recycling Textiles	-£8,060	-£12,000	-£3,000	-75.00 %	Decline in price per ton and popularity of sites due to growth in shops to recycle textiles	-£2,000	-£2,000
KMH000-10129 - Sales of Co Mingled Recycling	-£27,120	£0	-£6,000	100.00 %	Now have price per ton for material	-£6,000	-£6,000
FEES & CHARGES							
KME000-10537 WJ0082 - Misc Fees & Charges (TRDC)	-£7,130	-£7,550	-£7,671	1.20 %	Annual TRDC charge - CPI	-£7,763	-£7,856
KMH000-10537 WJ0082 - Misc Fees & Charges (TRDC)	-£10,025	-£7,720	-£7,813	1.20 %	Annual TRDC charge - CPI	-£7,906	-£8,001
	-£55,147	-£29,670	-£26,384	-11.08 %		-£24,869	-£25,057

CORPORATE STRATEGY & CLIENT SERVICE

**2015/16 FEES & CHARGES PROPOSED FOR :-
SPECIAL COLLECTIONS & STREET CLEANSING**

Prices quoted below are exclusive of VAT

Description	2014/15 Charge	PRICING STRATEGY					Proposed 2015/16 Charge	Annual Increase / Decrease (-) %	Comments
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE	STATUTORY			
Where Commercial Special Collections are made, the charge would be subject to VAT at the Standard rate.									
Where Household Special Collections are made, the charge would be Outside Scope for VAT purposes.									
SPECIAL COLLECTIONS									
Up to four bulky Items *									
Up to 3 bulky items	£28.50	x	x	✓	x	x	£29.00	1.75 %	Keeps service competitive with neighbouring authorities and affordable
Each additional bulky item :-									
White Goods	£28.50	x	x	✓	x	x	£29.00	1.75 %	Keeps service competitive with neighbouring authorities and affordable
Other bulky/garden clearance collections and disposal minimum charge	£72.50	x	x	✓	x	x	£73.50	1.38 %	Keeps service competitive with neighbouring authorities and affordable
Hazardous Waste* (TV/Electrical)	£31.00	x	x	✓	x	x	£31.50	1.61 %	Keeps service competitive with neighbouring authorities and affordable
ABANDONED SHOPPING TROLLEY (Non prescribed statutory charges) (Outside Scope for VAT)									
Seizure									
From highway & open spaces - per trolley	£31.00	✓	✓	x	x	✓	£31.50	1.61 %	
From river/riverside areas - per trolley	£42.00	✓	✓	x	x	✓	£43.00	2.38 %	
From private land - per trolley	£48.00	✓	✓	x	x	✓	£49.00	2.08 %	
Storage									
Trolleys not collected within the statutory 6 week disposal notice period - per trolley	£6.20	✓	✓	x	x	✓	£6.50	4.84 %	
ABANDONED SHOPPING TROLLEY (Non statutory charges) (Standard Rated for VAT)									
Requested return delivery charge - per trolley	Quotation	✓	✓	x	x	x	Quotation	NO CHANGE	
GRAFFITI & FLY POSTER REMOVAL (Statutory Duty - Outside Scope for VAT) (Non Statutory Duty - Standard Rated for VAT)									
GRAFFITI REMOVAL									
Removal from private Property up to 2 sqm	£32.00	✓	✓	x	✓	x	£33.00	3.13 %	
Removal from private Property additional sqm's	£15.50	✓	✓	x	✓	x	£16.00	3.23 %	
Removal - any type affixed 2.4 m above ground level	Quotation	✓	✓	x	✓	x	Quotation	NO CHANGE	
FLYPOSTER REMOVAL									
Removal - minimum each - tied or clamped on	£20.75	✓	✓	x	✓	x	£21.00	1.20 %	
Removal - minimum each - glued on/self adhering	£37.50	✓	✓	x	✓	x	£38.00	1.33 %	
Removal - any type affixed 2.4 m above ground level	Quotation	✓	✓	x	✓	x	Quotation	NO CHANGE	

BUDGET POSITION SUMMARY - SPECIAL COLLECTIONS & STREET CLEANSING

Income Code & Description	Actual 2013/14	Original Budget 2014/15	Proposed Budget 2015/16	Annual Increase / Decrease (-) %	Comments	Proposed Budget 2016/17	Proposed Budget 2017/18
FEES & CHARGES							
KMF000-10532 - Bulky Domestic Fees	-£29,653	-£30,000	-£30,000	NO CHANGE		-£30,000	-£30,000
	-£29,653	-£30,000	-£30,000	NO CHANGE		-£30,000	-£30,000

COMMUNITY & CUSTOMER SERVICES

2015/16 FEES & CHARGES PROPOSED FOR :-

ARTS, EVENTS & HERITAGE

Description	2014/15 Charge	PRICING STRATEGY					Proposed 2015/16 Charge	Annual Increase / Decrease (-) %	Comments
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE	STATUTORY			
Exempt from VAT									
Workshops	£7.00	x	✓	x	x	x	£7.00	NO CHANGE	
Ghost walks	£7.00	x	✓	x	x	x	£7.00	NO CHANGE	
High street trail	£4.00	x	✓	x	x	x	£4.00	NO CHANGE	
Study day	£10.00	x	✓	x	x	x	£10.00	NO CHANGE	
Group talk or trail	£4.00	x	✓	x	x	x	£4.00	NO CHANGE	
Community use of one space (per hour) days	£15.00	x	✓	x	x	x	£15.00	NO CHANGE	
Community use of one space (per hour) eve *	£15.00	x	✓	x	x	x	£15.00	NO CHANGE	
Community use of one space (per hour) Sun *	£30.00	x	✓	x	x	x	£30.00	NO CHANGE	
Private/commercial (per hour) days	£30.00	✓	x	x	x	x	£30.00	NO CHANGE	
Private/commercial (per hour) eve *	£30.00	✓	x	x	x	x	£30.00	NO CHANGE	
Private/commercial (per hour) Sun *	£60.00	✓	x	x	x	x	£60.00	NO CHANGE	
* Additional charge for staff time applicable (charged @ £30 per hour x 2 staff)									
Standard rated & inclusive of VAT									
Percentage share to Museum on artist sales	30.00%	✓	x	x	x	x	30.00%	NO CHANGE	
Percentage share to Museum on foyer sales	10.00%	✓	x	x	x	x	10.00%	NO CHANGE	
Photocopying per sheet	£0.10	x	✓	x	x	x	£0.10	NO CHANGE	
Museum digitised images (per image)	£5.00	x	✓	x	x	x	£5.00	NO CHANGE	
Museum digitised images CD charge	£3.00	x	✓	x	x	x	£3.00	NO CHANGE	
Museum un digitised images incurring an hourly scanning rate	£15.00	x	✓	x	x	x	£15.00	NO CHANGE	
Reproduction image one country one language (non commercial)	£25.00	✓	x	x	x	x	£25.00	NO CHANGE	
Reproduction Image world right inc web (non commercial)	£35.00	✓	x	x	x	x	£35.00	NO CHANGE	
Reproduction image one country one language (commercial)	£45.00	✓	x	x	x	x	£45.00	NO CHANGE	
Reproduction image world right inc web (commercial)	£75.00	✓	x	x	x	x	£75.00	NO CHANGE	
Standard rated & exclusive of VAT									
Market stalls price per stall - rates are not cumulative									
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	£50.00	x	✓	x	x	x	£50.00	NO CHANGE	
Commercial Rate B - 6-12 days	£70.00	x	✓	x	x	x	£70.00	NO CHANGE	
Commercial Rate C - 13-20 days	£90.00	x	✓	x	x	x	£90.00	NO CHANGE	
Commercial Rate D - 20-28 days	£110.00	x	✓	x	x	x	£110.00	NO CHANGE	
Charity rate A - 1-5 days	£0.00	x	x	✓	x	x	£0.00		
Charity rate B - 6-12 days	£0.00	x	x	✓	x	x	£0.00		
Charity rate C - 13-20 days	£0.00	x	x	✓	x	x	£0.00		
Charity rate D - 20-28 days	£0.00	x	x	✓	x	x	£0.00		
Community Rate A - 1-5 days	£0.00	x	x	✓	x	x	£0.00		
Community Rate B - 6-12 days	£0.00	x	x	✓	x	x	£0.00		
Community Rate C - 13-20days	£0.00	x	x	✓	x	x	£0.00		
Community Rate D - 20-28 days	£0.00	x	x	✓	x	x	£0.00		
Tables only Rate A - 1-5 days	£0.00	x	x	✓	x	x	£0.00		
Tables only Rate B - 6-12 days	£0.00	x	x	✓	x	x	£0.00		
Tables only Rate C - 13-20 days	£0.00	x	x	✓	x	x	£0.00		
Tables only Rate D - 20-28 days	£0.00	x	x	✓	x	x	£0.00		

BUDGET POSITION SUMMARY - ARTS, EVENTS & HERITAGE

Income Code & Description	Actual 2013/14	Original Budget 2014/15	Proposed Budget 2015/16	Annual Increase / Decrease (-) %	Comments	Proposed Budget 2016/17	Proposed Budget 2017/18
SALES							
DEA000-I0101 - Miscellaneous Sales	-£5,840	-£1,600	-£1,600	NO CHANGE		-£1,600	-£1,600
DEA000-I0118 - Sales Exhibitions	-£412	-£500	-£500	NO CHANGE		-£500	-£500
DEA000-I0118 WJ0146 - Donations	-£1,083	-£1,000	-£1,000	NO CHANGE		-£1,000	-£1,000
DEA000-I0692 - Room Hire	£0	-£200	-£200	NO CHANGE		-£200	-£200
DDI000-I0697 - Income - Filming Income	£0	-£10,000	-£10,000	NO CHANGE		-£10,000	-£10,000
	-£7,335	-£13,300	-£13,300	NO CHANGE		-£13,300	-£13,300

COMMUNITY & CUSTOMER SERVICES

**2015/16 FEES & CHARGES PROPOSED FOR :-
HOUSING**

Description	2014/15 Charge	PRICING STRATEGY					Proposed 2015/16 Charge	Annual Increase / Decrease (-) %	Comments
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE	STATUTORY			
Outside Scope for VAT purposes									
Average weekly hostel rents and service charges	£160.35	x	✓	x	x	x	£160.35	NO CHANGE	
Managed dwelling rents	£130.72	x	✓	x	x	x	£130.72	NO CHANGE	
Bed & Breakfast/Nightly let weekly Charge	£14.49	x	✓	x	x	x	£14.49	NO CHANGE	

BUDGET POSITION SUMMARY - HOUSING

Income Code & Description	Actual 2013/14	Original Budget 2014/15	Proposed Budget 2015/16	Annual Increase / Decrease (-) %	Comments	Proposed Budget 2016/17	Proposed Budget 2017/18
FEES & CHARGES							
JAC000-I0537 - Miscellaneous Fees & Charges	£0	£0	£0	NO CHANGE		£0	£0
JHS000-I0905 -(Ex JAN000 i0905)	-£189,695	-£40,500	-£40,500	NO CHANGE		-£40,500	-£40,500
LAND & PROPERTY BASED CHARGES							
JWP000-I0901 - Rent	-£554,011	-£540,000	-£540,000	NO CHANGE		-£540,000	-£540,000
JAJ000-I0901 WJ0083 - Rent (Dwellings)	£0	£0	£0	NO CHANGE		£0	£0
JAJ000-I0901 WJ0084 - Rent (Hostels)	£0	£0	£0	NO CHANGE		£0	£0
JAJ000-I0901 WJ0301 - Hostels (Former Tenants)	£0	£0	£0	NO CHANGE		£0	£0
	-£743,705	-£580,500	-£580,500	NO CHANGE		-£580,500	-£580,500

COMMUNITY & CUSTOMER SERVICES

**2015/16 FEES & CHARGES PROPOSED FOR :-
ENVIRONMENTAL HEALTH & LICENSING**

Description	2014/15 Charge	PRICING STRATEGY				Proposed 2015/16 Charge	Annual Increase / Decrease (-) %	Comments
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE			
Outside Scope for VAT purposes								
Taxi & Private Hire Vehicle Licences								
Annual Vehicle Licence	£218.00	x	✓	x	x	x	£218.00	NO CHANGE
Vehicle re test fee paid direct to council approved MOT testing station if vehicle re-tested more than 14 days after original test	£0.00	x	✓	x	x	x	£0.00	N/A
TOTAL FEE FOR ANNUAL LICENCE *	£218.00	x	✓	x	x	x	£218.00	NO CHANGE
Vehicle re test fee paid direct to Council approved MOT testing station if vehicle re-tested more than 14 days after original test	£0.00	x	✓	x	x	x	£0.00	N/A
Transfer of vehicle ownership (payable by buyer)	£17.50	x	✓	x	x	x	£17.50	NO CHANGE
Taximeter tests	£17.50	x	✓	x	x	x	£17.50	NO CHANGE
Replacement vehicle plates	£21.00	x	✓	x	x	x	£21.00	NO CHANGE
Optional plate fitting brackets	£21.00	x	✓	x	x	x	£21.00	NO CHANGE
Compulsory door signs for hackney carriages	£10.50	x	✓	x	x	x	£10.50	NO CHANGE
Advertising approval on hackney carriages (agency)	£150.00	x	✓	x	x	x	£150.00	NO CHANGE
Advertising approval per hackney carriage	£50.00	x	✓	x	x	x	£50.00	NO CHANGE
Advertising approval (Licensing Committee referral)	£250.00	x	✓	x	x	x	£250.00	NO CHANGE
Private Hire Operators (5 yrs)	£735.00	x	✓	x	x	x	£735.00	NO CHANGE
Driver Licences (3 yrs)	£335.00	x	✓	x	x	x	£335.00	NO CHANGE
Driver Licences (1 yr)	£117.00	x	✓	x	x	x	£117.00	NO CHANGE
Theory Knowledge Test (each attempt)	£35.00	x	✓	x	x	x	£35.00	NO CHANGE
Disability awareness Course non-attendance fee	£27.90	x	✓	x	x	x	£27.90	NO CHANGE
Replacement drivers badges	£17.50	x	✓	x	x	x	£17.50	NO CHANGE
Duplicate documents	£17.50	x	✓	x	x	x	£17.50	NO CHANGE
Street Trading								
Street Trading Consent (per annum)	£462.00	x	✓	x	x	x	£462.00	NO CHANGE
Street Trading Consent (per annum) - Vicarage Road	£462.00	x	✓	x	x	x	£462.00	NO CHANGE
Street Trading Consent daily rate (if less than one year)	£21.00	x	✓	x	x	x	£21.00	NO CHANGE
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
Permit for Tables & Chairs on the Highway								
Initial application (1 year permit)	£367.00	x	✓	x	x	x	£367.00	NO CHANGE
Renewal of annual permit	£315.00	x	✓	x	x	x	£315.00	NO CHANGE
Free Printed Matter Distribution								
First distributor	£50.00	x	✓	x	x	x	£50.00	NO CHANGE
Each additional distributor	£30.00	x	✓	x	x	x	£30.00	NO CHANGE
Additional fee for each distributor between 1700 and 0900	£20.00	x	✓	x	x	x	£20.00	NO CHANGE

BUDGET POSITION SUMMARY - ENVIRONMENTAL HEALTH & LICENSING

Income Code & Description	Actual 2013/14	Original Budget 2014/15	Proposed Budget 2015/16	Annual Increase / Decrease (-) %	Comments	Proposed Budget 2016/17	Proposed Budget 2017/18
FEES & CHARGES							
EGA000-10101 - Miscellaneous Sales	-£2,365	-£1,000	-£1,000.00	NO CHANGE		-£1,000.00	-£1,000.00
EGA000-10541 - Drivers' Licences (Private Hire)	-£2,680	-£2,000	-£2,000.00	NO CHANGE		-£2,000.00	-£2,000.00
EGA000-10542 - Vehicle Licences (Private Hire)	-£18,219	-£22,000	-£22,000.00	NO CHANGE		-£22,000.00	-£22,000.00
EGA000-10543 - Operator Licences (Private Hire)	-£430	-£1,500	-£1,500.00	NO CHANGE		-£1,500.00	-£1,500.00
EGA000-10545 - Drivers' Licences (Hackney Carriage)	-£25,807	-£41,880	-£41,880.00	NO CHANGE		-£41,880.00	-£41,880.00
EGA000-10546 - Vehicle Licences (Hackney Carriage)	-£77,308	-£60,000	-£60,000.00	NO CHANGE		-£60,000.00	-£60,000.00
EGA000-10548 - Fees - Drivers' Tests	-£2,730	-£1,200	-£1,200.00	NO CHANGE		-£1,200.00	-£1,200.00
EGA000-10549 - Fees - Record Transfers	-£788	-£500	-£500.00	NO CHANGE		-£500.00	-£500.00
EGA000-10551 - Fees - Criminal	-£4,229	£0	£0.00	NO CHANGE		£0.00	£0.00
EGD000-10558 - Fees - Street Trading	-£462	£0	£0.00	NO CHANGE		£0.00	£0.00
EGD000-10558 WJ0108 - Pavement Licences	-£4,514	-£5,400	-£5,400.00	NO CHANGE		-£5,400.00	-£5,400.00
EGJ000-10558 - Fees - Street Trading	-£2,431	£0	£0.00	NO CHANGE		£0.00	£0.00
EGJ000-10558 WJ0107 - Street Trading	-£5,713	-£6,000	-£6,000.00	NO CHANGE		-£6,000.00	-£6,000.00
EGJ000-10558 WJ0282 - Street Trading (Printed Matter)	-£3,930	-£4,000	-£4,000.00	NO CHANGE		-£4,000.00	-£4,000.00
	-£151,607	-£145,480	-£145,480	NO CHANGE		-£145,480	-£145,480

COMMUNITY & CUSTOMER SERVICES

**2015/16 FEES & CHARGES PROPOSED FOR :-
ENVIRONMENTAL HEALTH & LICENSING (continued)**

Prices quoted below are exclusive of VAT

Description	2014/15 Charge	PRICING STRATEGY					Proposed 2015/16 Charge	Annual Increase / Decrease (-) %	Comments
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE	STATUTORY			
Outside Scope for VAT purposes									
Sex Establishment Licence									
Grant of Licence	£615.00	x	✓	x	x	x	£615.00	NO CHANGE	
Annual licence fee	£315.00	x	✓	x	x	x	£315.00	NO CHANGE	
Sexual Entertainment Venue Licence									
Application for grant of licence	£900.00	x	✓	x	x	x	£900.00	NO CHANGE	
Fee on grant of licence	£315.00	x	✓	x	x	x	£315.00	NO CHANGE	
Renewal of licence	£315.00	x	✓	x	x	x	£315.00	NO CHANGE	
Major variations (at officer's discretion)	£315.00	x	✓	x	x	x	£315.00	NO CHANGE	
Minor variations (at officer's discretion)	£89.00	x	✓	x	x	x	£89.00	NO CHANGE	
Skin Piercing									
Operator (each)	£50.00	x	✓	x	x	x	£50.00	NO CHANGE	
Premises	£150.00	x	✓	x	x	x	£150.00	NO CHANGE	
Special Shop & Other Animal Licences (excl Veterinary fees)									
Pet Shops	£185.00	x	✓	x	x	x	£185.00	NO CHANGE	
Dangerous Wild Animals	£200.00	x	✓	x	x	x	£200.00	NO CHANGE	
Animal Boarding / Breeding Establishment annual registration (exc. Home boarding)									
Initial home Boarding registration	£290.00	x	✓	x	x	x	£290.00	NO CHANGE	
Annual re-registration	£115.00	x	✓	x	x	x	£115.00	NO CHANGE	
Annual re-registration (home boarding)	£75.00	x	✓	x	x	x	£75.00	NO CHANGE	
Motor Salvage									
Operator (Statutory fee)	£0.00	x	✓	x	x	x	£0.00		
Scrap metal Dealers									
Grant of Licence	£245.48	x	✓	x	x	x	£245.48	NO CHANGE	
Renewal of Licence	£191.50	x	✓	x	x	x	£191.50	NO CHANGE	
Variation of Licence	£51.00	x	✓	x	x	x	£51.00	NO CHANGE	
Change of Name	£51.00	x	✓	x	x	x	£51.00	NO CHANGE	
Change of Site	£51.00	x	✓	x	x	x	£51.00	NO CHANGE	
A request for a CRB check would be subject to VAT at the Standard rate.									
A request for a CRB check which forms part of a Licence application would be Outside Scope for VAT purposes.									
CRB checks									
Criminal Records Bureau check for selected licences	£44.00	x	x	x	x	✓	£44.00	NO CHANGE	
Statutory fee plus admin fee of £7	£51.00	x	✓	x	x	x	£51.00	NO CHANGE	

BUDGET POSITION SUMMARY - ENVIRONMENTAL HEALTH & LICENSING

Income Code & Description	Actual 2013/14	Original Budget 2014/15	Proposed Budget 2015/16	Annual Increase / Decrease (-) %	Comments	Proposed Budget 2016/17	Proposed Budget 2017/18
FEES & CHARGES							
EBL000-10559 - Motor Salvage Operator	-£4,072	£0	£0.00	NO CHANGE		£0.00	£0.00
ECE000-10578 - Skin Piercing / Tattooing	-£1,020	-£500	-£500.00	NO CHANGE		-£500.00	-£500.00
EGA000-10551 - Fees-Criminal Records Bureau	-£4,229	£0	£0.00	NO CHANGE		£0.00	£0.00
EGE000-10556 - Other Licences (incl Sex Establishment)	-£930	-£310	-£310.00	NO CHANGE		-£310.00	-£310.00
EGG000-10552 - Registration Fees	£0	£0	£0.00	NO CHANGE		£0.00	£0.00
EGG000-10553 WJ0091 - LA 2003 Prem Lic Annual Fee	£0	£0	£0.00	NO CHANGE		£0.00	£0.00
EFC000-10555 - Pet/Dog Breeding/Game Dealers	-£525	£0	£0.00	NO CHANGE		£0.00	£0.00
EFC000-10568 - Kennelling	-£3,099	-£1,300	-£1,300.00	NO CHANGE		-£1,300.00	-£1,300.00
	-£13,874	-£2,110	-£2,110	NO CHANGE		-£2,110	-£2,110

COMMUNITY & CUSTOMER SERVICES

**2015/16 FEES & CHARGES PROPOSED FOR :-
ENVIRONMENTAL HEALTH & LICENSING (continued)**

Description	2014/15 Charge	PRICING STRATEGY					Proposed 2015/16 Charge	Annual Increase / Decrease (-) %	Comments
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE	STATUTORY			
Outside Scope for VAT purposes									
GAMBLING ACT 2005									
New applications									
Bingo	£843.00	x	✓	x	x	x	£843.00	NO CHANGE	
Betting (off-course)	£843.00	x	✓	x	x	x	£843.00	NO CHANGE	
Betting (track)	£843.00	x	✓	x	x	x	£843.00	NO CHANGE	
Adult Gaming Centre	£843.00	x	✓	x	x	x	£843.00	NO CHANGE	
Family Entertainment Centre	£843.00	x	✓	x	x	x	£843.00	NO CHANGE	
Family Entertainment Centre with permit	£315.00	x	✓	x	x	x	£315.00	NO CHANGE	
Licensed Premises Gaming Machine Notification	£50.00	x	x	x	x	✓	£50.00	NO CHANGE	
Licensed Premises Gaming Machine Notification permit	£100.00	x	x	x	x	✓	£100.00	NO CHANGE	
Club Gaming Permit	£100.00	x	x	x	x	✓	£100.00	NO CHANGE	
Club Gaming Machine Permit	£100.00	x	x	x	x	✓	£100.00	NO CHANGE	
Small society lottery	£40.00	x	x	x	x	✓	£40.00	NO CHANGE	
Prize Gaming Permit	£100.00	x	x	x	x	✓	£100.00	NO CHANGE	
Miscellaneous fees									
Duplicate licences	£25.00	x	✓	x	x	x	£25.00	NO CHANGE	
Change of circumstances	£50.00	x	✓	x	x	x	£50.00	NO CHANGE	
Provisional statements	£803.00	x	✓	x	x	x	£803.00	NO CHANGE	
Transfer of licence re-instatement of licence	£843.00	x	✓	x	x	x	£843.00	NO CHANGE	
Variation of licence	£843.00	x	✓	x	x	x	£843.00	NO CHANGE	
Change of name of prize gaming or entertainment centre permit	£25.00	x	x	x	x	✓	£25.00	NO CHANGE	
copy of prize gaming or family entertainment permit	£25.00	x	x	x	x	✓	£25.00	NO CHANGE	

COMMUNITY & CUSTOMER SERVICES

**2015/16 FEES & CHARGES PROPOSED FOR :-
ENVIRONMENTAL HEALTH & LICENSING (continued)**

Description	2014/15 Charge	PRICING STRATEGY				Proposed 2015/16 Charge	Annual Increase / Decrease (-) %	Comments
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE			
Outside Scope for VAT purposes								
GAMBLING ACT 2005								
Annual Fee								
Bingo	£1,000.00	x	✓	x	x	£1,000.00	NO CHANGE	
Betting (off-course)	£453.00	x	✓	x	x	£453.00	NO CHANGE	
Betting (track)	£1,000.00	x	✓	x	x	£1,000.00	NO CHANGE	
Adult Gaming Centre	£1,000.00	x	✓	x	x	£1,000.00	NO CHANGE	
Family Entertainment Centre	£750.00	x	✓	x	x	£750.00	NO CHANGE	
Family Entertainment Centre with permit	£300.00	x	✓	x	x	£300.00	NO CHANGE	
Licensed Premises Gaming Machine Notification	£50.00	x	x	x	✓	£50.00	NO CHANGE	
Licensed Premises Gaming Machine permit	£50.00	x	x	x	✓	£50.00	NO CHANGE	
Club Gaming Permit	£50.00	x	x	x	✓	£50.00	NO CHANGE	
Club Gaming Machine Permit	£50.00	x	x	x	✓	£50.00	NO CHANGE	
Small society lottery	£20.00	x	x	x	✓	£20.00	NO CHANGE	
Prize Gaming Permit	£300.00	x	x	x	✓	£300.00	NO CHANGE	
Licensing Act 2003								
(Statutory fees)								
Premises Licence/Club Premises Application fees								
Rateable value £0-4300	£100.00	x	x	x	✓	£100.00	NO CHANGE	
Rateable value £ 4301 - £33,000	£190.00	x	x	x	✓	£190.00	NO CHANGE	
Rateable value £ 33,001 - £ 87,000	£315.00	x	x	x	✓	£315.00	NO CHANGE	
Rateable value £87001 - £125,000	£450.00	x	x	x	✓	£450.00	NO CHANGE	
Rateable value £125,001 and above	£635.00	x	x	x	✓	£635.00	NO CHANGE	
Premises Licence/Club Premises Annual Fees								
Rateable value £0- £4300	£70.00	x	x	x	✓	£70.00	NO CHANGE	
Rateable value £ 4301 - £33,000	£180.00	x	x	x	✓	£180.00	NO CHANGE	
Rateable value £ 33,001 - £ 87,000	£295.00	x	x	x	✓	£295.00	NO CHANGE	
Rateable value £87001 - £125,000	£320.00	x	x	x	✓	£320.00	NO CHANGE	
Rateable value £125,001 and above	£350.00	x	x	x	✓	£350.00	NO CHANGE	
Replacement licence	£10.50	x	x	x	✓	£10.50	NO CHANGE	
Application for provisional licence	£315.00	x	x	x	✓	£315.00	NO CHANGE	
Change of licence details (name or address)	£10.50	x	x	x	✓	£10.50	NO CHANGE	
Variation of designated premises supervisor	£23.00	x	x	x	✓	£23.00	NO CHANGE	
Transfer of premises licence	£23.00	x	x	x	✓	£23.00	NO CHANGE	
Interim authority notice	£23.00	x	x	x	✓	£23.00	NO CHANGE	
Variation of designated premises supervisor	£23.00	x	x	x	✓	£23.00	NO CHANGE	
Variation of premises	£315.00	x	x	x	✓	£315.00	NO CHANGE	
Minor variation of premises	£89.00	x	x	x	✓	£89.00	NO CHANGE	
Notification of change of name or club rules	£10.50	x	x	x	✓	£10.50	NO CHANGE	
Change of relevant registered address of club	£10.50	x	x	x	✓	£10.50	NO CHANGE	
Temporary event notice	£21.00	x	x	x	✓	£21.00	NO CHANGE	
Replacement temporary event notice	£10.50	x	x	x	✓	£10.50	NO CHANGE	
Application for personal licence	£37.00	x	x	x	✓	£37.00	NO CHANGE	
Replacement personal licence	£10.50	x	x	x	✓	£10.50	NO CHANGE	
Notification of change of name etc for personal licence	£10.50	x	x	x	✓	£10.50	NO CHANGE	
Entry on freeholder register	£21.00	x	x	x	✓	£21.00	NO CHANGE	

BUDGET POSITION SUMMARY - ENVIRONMENTAL HEALTH & LICENSING

Income Code & Description	Actual 2013/14	Original Budget 2014/15	Proposed Budget 2015/16	Annual Increase / Decrease (-) %	Comments	Proposed Budget 2016/17	Proposed Budget 2017/18
FEES & CHARGES							
EGB000-I0533 - Fees - Special Commercial	£0	£-5,180	£0.00			£0.00	£0.00
EGB000-I0552 - Registration Fees	£-1,260	£0	£0.00	NO CHANGE		£0.00	£0.00
EGB000-I0553 - Fees - Licensing Act 2003	£-17,428	£1,000	£-9,000.00	-1,000.00 %		£-9,000.00	£-9,000.00
EGB000-I0553 WJ0090 - LA 2003 Prem Lic App Fee	£-3,960	£-2,500	£-2,500.00	NO CHANGE		£-2,500.00	£-2,500.00
EGB000-I0553 WJ0091 - LA 2003 Prem Lic Annual Fee	£-66,391	£-55,040	£-55,040.00	NO CHANGE		£-55,040.00	£-55,040.00
EGB000-I0553 WJ0092 - LA 2003 Prem Lic Var Fee	£-5,697	£-8,000	£-8,000.00	NO CHANGE		£-8,000.00	£-8,000.00
EGB000-I0553 WJ0093 - LA 2003 Prem Lic Misc Fee	£-474	£-500	£-500.00	NO CHANGE		£-500.00	£-500.00
EGB000-I0553 WJ0095 - LA 2003 Club Cert Annual Fee	£0	£-3,340	£0.00	NO CHANGE		£0.00	£0.00
EGB000-I0553 WJ0096 - LA 2003 Club Cert Var Fee	£0	£0	£0.00	NO CHANGE		£0.00	£0.00
EGB000-I0553 WJ0098 - LA 2003 Personal Licences App Fee	£-2,412	£-2,000	£-2,000.00	NO CHANGE		£-2,000.00	£-2,000.00
EGB000-I0553 WJ0099 - LA 2003 Personal Licences Misc Fee	£-609	£-300	£-300.00	NO CHANGE		£-300.00	£-300.00
EGB000-I0553 WJ0100 - LA 2003 Temp Event Notices App Fee	£-2,846	£-4,500	£-4,500.00	NO CHANGE		£-4,500.00	£-4,500.00
EGB000-I0604 - Income Court	£0	£0	£0.00	NO CHANGE		£0.00	£0.00
ECC000-I0552 - GA 2005 Registration Fees	£-320	£-1,200	£-1,200.00	NO CHANGE		£-1,200.00	£-1,200.00
ECC000-I0553 - Fees - Licensing Act 2003	£0	£0	£0.00	NO CHANGE		£0.00	£0.00
ECC000-I0554 - Fees - Amusement Machines	£-1,150	£-850	£-850.00	NO CHANGE		£-850.00	£-850.00
ECC000-I0557 - Fees - GA 2005	£-1,050	£0	£0.00	NO CHANGE		£0.00	£0.00
ECC000-I0557 WJ0102 - GA 2005 Adult Gaming Centres	£-2,150	£-4,000	£-4,000.00	NO CHANGE		£-4,000.00	£-4,000.00
ECC000-I0557 WJ0103 - GA 2005 Betting Shops	£-10,558	£-9,970	£-9,970.00	NO CHANGE		£-9,970.00	£-9,970.00
ECC000-I0557 WJ0104 - GA 2005 Clubs	£-650	£-600	£-600.00	NO CHANGE		£-600.00	£-600.00
ECC000-I0557 WJ0105 - GA 2005 Tracks	£0	£-1,000	£0.00	NO CHANGE		£0.00	£0.00
ECC000-I0557 WJ0106 - GA 2005 Bingo	£-3,893	£-2,800	£-2,800.00	NO CHANGE		£-2,800.00	£-2,800.00
	£-120,846	£-100,780	£-101,260	0.48 %		£-101,260	£-101,260

COMMUNITY & CUSTOMER SERVICES

**2015/16 FEES & CHARGES PROPOSED FOR :-
ENVIRONMENTAL HEALTH & LICENSING (continued)**

Description	2014/15 Charge	PRICING STRATEGY					Proposed 2015/16 Charge	Annual Increase / Decrease (-) %	Comments
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE	STATUTORY			
Standard rated & inclusive of VAT									
Pest Control									
Rats & Mice Pest control treatment for residential properties :-									
Rats	Free	*	*	*	✓	*	Free	NO CHANGE	
Mice	£25.00	*	*	✓	*	*	£25.00	NO CHANGE	
Mice Concession	£12.50	*	*	✓	*	*	£12.50	NO CHANGE	
Wasps Nests									
NOTE : Fees are inclusive of VAT									
Single nest	£45.00	*	✓	*	*	*	£45.00	NO CHANGE	
Single nest concession	£22.50	*	*	✓	*	*	£22.50	NO CHANGE	
Each additional nest treated at the same time	£15.00	*	✓	*	*	*	£15.00	NO CHANGE	
Each additional nest treated at the same time concession	£7.50	*	*	✓	*	*	£7.50	NO CHANGE	
Fleas - First treatment at a property									
Concessionary Rate	£40.00	*	*	✓	*	*	£40.00	NO CHANGE	
Fleas -2nd treatment at the same property within 28 days									
NOTE: Treatments requested after 28 days of first treatment to be classed as a first treatment and charged £20									
Concessionary Rate	£35.00	*	✓	*	*	*	£35.00	NO CHANGE	
Fleas -3rd & subsequent treatment at the same property within 28 days of each other									
NOTE: Treatments requested after 28 days of 2nd, 3rd or subsequent treatment to be classed as first treatment and charged £20									
Concessionary rate	£15.00	*	*	✓	*	*	£15.00	NO CHANGE	
Other pests Fixed Charge (single dwelling)									
Cockroaches, Bedbugs and Pharaoh Ants	£73.50	*	✓	*	*	*	£73.50	NO CHANGE	
Concessionary Rate	£36.75	*	*	✓	*	*	£36.75	NO CHANGE	
Other pests Fixed Charge (House in multiple Occupation)									
Cockroaches, Bedbugs and Pharaoh's Ants	£157.50	*	✓	*	*	*	£157.50	NO CHANGE	

BUDGET POSITION SUMMARY - ENVIRONMENTAL HEALTH & LICENSING

Income Code & Description	Actual 2013/14	Original Budget 2014/15	Proposed Budget 2015/16	Annual Increase / Decrease (-) %	Comments	Proposed Budget 2016/17	Proposed Budget 2017/18
FEES & CHARGES							
EFG000-I0562 - Wasps Nests	-£7,683	-£10,000	-£10,000.00	NO CHANGE	NOTE: TBC after meeting with Manny Lewis & Jo Wagstaffe	-£10,000.00	-£10,000.00
EFG000-I0565 - Other Pests	-£7,257	-£7,590	-£7,590.00	NO CHANGE		-£7,590.00	-£7,590.00
EFG000-I0566 - Animal Fleas	-£414	-£600	-£500.00	-16.67 %		-£600.00	-£600.00
EFG000-I0567 - Rats & Mice	-£1,083	-£2,000	-£1,000.00	-50.00 %		-£2,000.00	-£2,000.00
EFG000-I0563 - Pest Control Contracts	-£2,298	-£4,000	-£2,200.00	-45.00 %		-£4,000.00	-£4,000.00
	-£18,734	-£24,190	-£21,290	-11.99 %		-£24,190	-£24,190

COMMUNITY & CUSTOMER SERVICES

**2015/16 FEES & CHARGES PROPOSED FOR :-
ENVIRONMENTAL HEALTH & LICENSING (continued)**

Prices quoted below are exclusive of VAT

Description	2014/15 Charge	PRICING STRATEGY				Proposed 2015/16 Charge	Annual Increase / Decrease (-) %	Comments
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE			
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.								
STRAY DOGS								
Stray dogs fine (set by statute)	£25.00	x	x	x	x	£25.00	NO CHANGE	
1st Day Kennelling charge & administration	£75.00	x	x	✓	x	£75.00	NO CHANGE	
Concessionary rate	£37.50	x	x	✓	x	£37.50	NO CHANGE	
Additional daily Kennel Charges								
Concessionary rate	£4.00	x	x	✓	x	£4.00	NO CHANGE	
	£2.00	x	x	✓	x	£2.00	NO CHANGE	

BUDGET POSITION SUMMARY - ENVIRONMENTAL HEALTH & LICENSING

Income Code & Description	Actual 2013/14	Original Budget 2014/15	Proposed Budget 2015/16	Annual Increase / Decrease (-) %	Comments	Proposed Budget 2016/17	Proposed Budget 2017/18
FEES & CHARGES							
EFC000-10555 - Pet/Dog Breeding/Game Dealers	-£525	£0	£0.00	NO CHANGE		£0.00	£0.00
EFC000-10568 - Income from Kennelling	-£3,099	-£1,300	-£1,300.00	NO CHANGE		-£1,300.00	-£1,300.00
EFC000-10569 - Income - Microchip Service	£0	£0	£0.00	NO CHANGE		£0.00	£0.00
EFC000-10607 - Income - Administration Charges	£0	£0	£0.00	NO CHANGE		£0.00	£0.00
	-£3,624	-£1,300	-£1,300	NO CHANGE		-£1,300	-£1,300

COMMUNITY & CUSTOMER SERVICES

**2015/16 FEES & CHARGES PROPOSED FOR :-
ENVIRONMENTAL ABANDONED VEHICLES**

Prices quoted below are exclusive of VAT

Description	2014/15 Charge	PRICING STRATEGY				Proposed 2015/16 Charge	Annual Increase / Decrease (-) %	Comments
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE			
ABANDONED VEHICLES (Statutory Charges) (On Road - Outside Scope for VAT) (Off Road E.G. Private Land - Standard Rated)								
Removal of vehicle on road not substantially damaged, or 2 wheeled vehicle on or off road equal to or less than 3.5 tonnes	£150.00	*	*	*	*	✓	£150.00	NO CHANGE
exceeding 3.5 tonne but less than 7.5 tonnes	£200.00	*	*	*	*	✓	£200.00	NO CHANGE
exceeding 7.5 tonnes	£350.00	*	*	*	*	✓	£350.00	NO CHANGE
Removal of vehicle on road substantially damaged excluding 2 wheeled vehicle								
equal to or less than 3.5 tonnes	£250.00	*	*	*	*	✓	£250.00	NO CHANGE
exceeding 3.5 tonnes but less than 7.5 tonnes	£650.00	*	*	*	*	✓	£650.00	NO CHANGE
exceeding 7.5 tonnes *	£2,000.00	*	*	*	*	✓	£2,000.00	NO CHANGE
Removal of vehicle off road not substantially damaged excluding 2 wheeled vehicle								
equal to or less than 3.5 tonnes	£200.00	*	*	*	*	✓	£200.00	NO CHANGE
exceeding 3.5 tonnes but less than 7.5 tonnes	£400.00	*	*	*	*	✓	£400.00	NO CHANGE
exceeding 7.5 tonnes*	£1,000.00	*	*	*	*	✓	£1,000.00	NO CHANGE
Removal of vehicle off road substantially damaged excluding 2 wheeled vehicle								
equal to or less than 3.5 tonnes	£300.00	*	*	*	*	✓	£300.00	NO CHANGE
exceeding 3.5 tonnes but less than 7.5 tonnes	£850.00	*	*	*	*	✓	£850.00	NO CHANGE
exceeding 7.5 tonnes *	£3,000.00	*	*	*	*	✓	£3,000.00	NO CHANGE
Storage charge per day								
equal to or less than 3.5 tonnes	£20.00	*	*	*	*	✓	£20.00	NO CHANGE
exceeding 3.5 tonnes but less than 7.5 tonnes	£25.00	*	*	*	*	✓	£25.00	NO CHANGE
exceeding 7.5 tonnes	£30.00	*	*	*	*	✓	£30.00	NO CHANGE
Destruction / disposal								
equal to or less than 3.5 tonnes	£75.00	*	*	*	*	✓	£75.00	NO CHANGE
exceeding 3.5 tonnes but less than 7.5 tonnes	£100.00	*	*	*	*	✓	£100.00	NO CHANGE
exceeding 7.5 tonnes unladen	£125.00	*	*	*	*	✓	£125.00	NO CHANGE
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								
ABANDONED VEHICLES (Non Statutory Charges) (On Road - Outside Scope for VAT) (Off Road E.G. Private Land - Standard Rated)								
Return of seized vehicle - cost per mile								
equal or less than 3.5 tonnes	£2.40	✓	✓	*	*	*	£2.40	NO CHANGE
exceeding 3.5 tonnes less than 7.5 tonnes	£4.45	✓	✓	*	*	*	£4.45	NO CHANGE
equal to or exceeding 7.5 tonnes	Quotation	✓	✓	*	*	*	Quotation	

BUDGET POSITION SUMMARY - SPECIAL COLLECTIONS & STREET CLEANSING

Income Code & Description	Actual 2013/14	Original Budget 2014/15	Proposed Budget 2015/16	Annual Increase / Decrease (-) %	Comments	Proposed Budget 2016/17	Proposed Budget 2017/18
SALES							
KKB004-I0112 - Sales of Abandoned Vehicles	-£554	-£1,800	-£1,800	NO CHANGE		-£1,800	-£1,800
	-£554	-£1,800	-£1,800	NO CHANGE		-£1,800	-£1,800

COMMUNITY & CUSTOMER SERVICES

**2015/16 FEES & CHARGES PROPOSED FOR :-
ENVIRONMENTAL HEALTH & LICENSING (continued)**

Prices quoted below are exclusive of VAT

Description	2014/15 Charge	PRICING STRATEGY				Proposed 2015/16 Charge	Annual Increase / Decrease (-) %	Comments
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE			
Standard rated & exclusive of VAT								
Officer charges per hour for carrying out Works in default (no VAT) or for charging external companies (VAT to be added)								
Licensing Enforcement Officer	£28.60	*	✓	*	*	£28.60	NO CHANGE	
Licensing Manager	£40.60	*	✓	*	*	£40.60	NO CHANGE	
Licensing Support Officer	£22.90	*	✓	*	*	£22.90	NO CHANGE	
Licensing Officer	£28.60	*	✓	*	*	£28.60	NO CHANGE	
Support Officer	£20.10	*	✓	*	*	£20.10	NO CHANGE	
Support Team Co-ordinator	£22.90	*	✓	*	*	£22.90	NO CHANGE	
Environmental Health Technical Officer	£27.80	*	✓	*	*	£27.80	NO CHANGE	
Assistant Environmental Health Officer	£27.80	*	✓	*	*	£27.80	NO CHANGE	
Senior Environmental Crime Officer	£28.60	*	✓	*	*	£28.60	NO CHANGE	
Environmental Crime Officer	£27.80	*	✓	*	*	£27.80	NO CHANGE	
Town Enforcement Officer	£27.80	*	✓	*	*	£27.80	NO CHANGE	
Environmental Health Officer	£38.40	*	✓	*	*	£38.40	NO CHANGE	
Environmental Health Manager	£46.30	*	✓	*	*	£46.30	NO CHANGE	
Section Head	£50.70	*	✓	*	*	£50.70	NO CHANGE	
Report for solicitor / victim for use in legal action / claim (such as health & safety reports, noise nuisance, reports etc).								
Work as above Amount to be submitted with request	£210.00	*	✓	*	*	£210.00	NO CHANGE	
GIS system search (when operational)								
with letter amount to be submitted with request	£150.00	*	✓	*	*	£150.00	NO CHANGE	
List of authorised processes and other pollution registers								
10p per photocopy	10p per photocopy	*	✓	*	*	10p per photocopy	NO CHANGE	
Hard copy of Food Premises Register	10p per photocopy	*	✓	*	*	10p per photocopy	NO CHANGE	
Hard copy of Licensed HMO Public Register	10p per photocopy	*	✓	*	*	10p per photocopy	NO CHANGE	
(Where allowed by law) per single sheet of A4 paper	10p per photocopy	*	✓	*	*	10p per photocopy	NO CHANGE	
More complex work								
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.	As per officer charges above plus 10p per photocopy	*	✓	*	*	As per officer charges above plus 10p per photocopy	NO CHANGE	
Amount to be submitted with request								
Housing standards inspection for immigration purposes								
(customer has the choice to use either the local authority or the private sector)								
Standard Service (within 10 days)	£110.00	*	✓	*	*	£110.00	NO CHANGE	
Priority Service (within 3 days)	£175.00	*	✓	*	*	£175.00	NO CHANGE	
Exempt for VAT purposes								
Level 2 Award in Food Safety in Catering Candidate Fee	£65.00	✓	*	*	*	£65.00	NO CHANGE	
Outside Scope for VAT purposes								
Food Export Certificate	£35.00	*	✓	*	*	£35.00	NO CHANGE	
Houses in Multiple Occupation (HMO)								
HMO Licensing fee	£770.00	*	✓	*	*	£770.00	NO CHANGE	
Extra copy of HMO licence document (where release agreed/requested by landlord)	£25.00	*	✓	*	*	£25.00	NO CHANGE	
Housing Enforcement Charges								
Charge to cover expenses if an enforcement notice is served under the Housing Act 2004	£100.00	*	*	✓	*	£100.00	NO CHANGE	

BUDGET POSITION SUMMARY - ENVIRONMENTAL HEALTH & LICENSING

Income Code & Description	Actual 2013/14	Original Budget 2014/15	Proposed Budget 2015/16	Annual Increase / Decrease (-) %	Comments	Proposed Budget 2016/17	Proposed Budget 2017/18
SALES							
EDG000-10101 - Climate Change - Miscellaneous Sales	£0	£0	£0.00	NO CHANGE		£0.00	£0.00
FEES & CHARGES							
EBA000-10501 - Fixed Penalty Notice	£0	£0	£0.00	NO CHANGE		£0.00	£0.00
EBA000-10607 - Income Administration Charges	£0	£0	£0.00	NO CHANGE		£0.00	£0.00
ECE000-10537 - Health & Safety - Miscellaneous Fees	-£8,210	-£3,000	-£3,000.00	NO CHANGE		-£3,000.00	-£3,000.00
ECJ000-10502 - Income Training Courses (Food Safety)	-£5,231	-£4,000	-£4,000.00	NO CHANGE		-£4,000.00	-£4,000.00
ECJ000-10604 - Income - Court	-£2,170	£0	£0.00	NO CHANGE		£0.00	£0.00
ECJ000-10689 - Income Food Certificates	-£8,120	-£4,000	-£4,000.00	NO CHANGE		-£4,000.00	-£4,000.00
EDC000-10604 - Income - Court	-£4,965	£0	£0.00	NO CHANGE		£0.00	£0.00
EDC000-10504 - Inspection Fees	-£3,300	-£2,000	-£2,000.00	NO CHANGE		-£2,000.00	-£2,000.00
EDC000-10631 - Income HMO Registration Fees	-£5,060	-£5,000	-£5,000.00	NO CHANGE		-£5,000.00	-£5,000.00
EDD000-10572 - Fees-EPA 1990	-£5,136	-£5,140	-£5,000.00	-2.72 %		-£5,000.00	-£5,000.00
EDF000-10537 - Public Health - Miscellaneous Fees	-£1,952	£0	£0.00	NO CHANGE		£0.00	£0.00
EDH000-10501 - Envirocrime - Fixed Penalty Notice	-£26,040	-£27,790	-£25,000.00	-10.04 %		-£25,000.00	-£25,000.00
EDH000-10604 - Envirocrime - Income - Court	-£5,377	£0	£0.00	NO CHANGE		£0.00	£0.00
	-£75,561	-£50,930	-£48,000	-5.75 %		-£48,000	-£48,000

COMMUNITY & CUSTOMER SERVICES

**2015/16 FEES & CHARGES PROPOSED FOR :-
INFORMATION UNIT & CUSTOMER SERVICES**

Description	2014/15 Charge	PRICING STRATEGY					Proposed 2015/16 Charge	Annual Increase / Decrease (-) %	Comments
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE	STATUTORY			
Outside Scope for VAT purposes									
Street Naming and Numbering :- Change to existing property	£55.00	✓	x	x	x	x	£55.00	NO CHANGE	
<u>New Build</u>									
1 Plot	£55.00	✓	x	x	x	x	£55.00	NO CHANGE	
2-5 Plots	£110.00	✓	x	x	x	x	£110.00	NO CHANGE	
6-10 Plots	£165.00	✓	x	x	x	x	£165.00	NO CHANGE	
11-20 Plots	£220.00	✓	x	x	x	x	£220.00	NO CHANGE	
21-25 Plots	£275.00	✓	x	x	x	x	£275.00	NO CHANGE	
26-50 Plots	£330.00	✓	x	x	x	x	£330.00	NO CHANGE	
51-75 Plots	£440.00	✓	x	x	x	x	£440.00	NO CHANGE	
76-100 Plots	£550.00	✓	x	x	x	x	£550.00	NO CHANGE	
101-150 Plots	£660.00	✓	x	x	x	x	£660.00	NO CHANGE	
151-250 Plots	£750.00	✓	x	x	x	x	£750.00	NO CHANGE	
More than 250 Plots	£750.00 plus £2.00 per unit	✓	x	x	x	x	£750.00 plus £2.00 per unit	NO CHANGE	
New street name and postal numbers for a new development	£165.00 fee for street name plus postal nos based on nos of plots shown above	✓	x	x	x	x	£165.00 fee for street name plus postal nos based on nos of plots shown above	NO CHANGE	
Existing property - registration of property details with Royal Mail and / or utility companies	£55.00 per property	✓	x	x	x	x	£55.00 per property	NO CHANGE	
Subdividing an existing property	£85.00 unit per property	✓	x	x	x	x	£85.00 unit per property	NO CHANGE	
Renaming a street at the request of residents	£200.00 plus £30 per property	✓	x	x	x	x	£200.00 plus £30 per property	NO CHANGE	

BUDGET POSITION SUMMARY - INFORMATION UNIT & CUSTOMER SERVICES

Income Code & Description	Actual 2013/14	Original Budget 2014/15	Proposed Budget 2015/16	Annual Increase / Decrease (-) %	Comments	Proposed Budget 2016/17	Proposed Budget 2017/18
FEES & CHARGES							
ADW000-I0536 - Miscellaneous Charges	-£13,353	-£10,000	-£10,000.00	NO CHANGE		-£10,000.00	-£10,000.00
ADX000-I0122 - Sales - Nappy Sacks	-£1,631	£0	£0.00	NO CHANGE		£0.00	£0.00
ADX000-I0537 - Miscellaneous Fees & Charges	-£413	£0	£0.00	NO CHANGE		£0.00	£0.00
	-£15,396	-£10,000	-£10,000	NO CHANGE		-£10,000	-£10,000

PLANNING SERVICES

**2015/16 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	2014/15 Charge	PRICING STRATEGY				Proposed 2015/16 Charge	Annual Increase / Decrease (-) %	Comments
		COMMERCIAL	FULL COST RECOVERED	SUBSIDISED	FREE STATUTORY			
Outside Scope for VAT purposes								
On Street pay and display								
Inner CPZ P&D charge per hour	£1.50	x	✓	x	x	£1.50	NO CHANGE	
Outer CPZ P&D charge per hour	£1.00	x	✓	x	x	£1.00	NO CHANGE	
Standard rated & inclusive of VAT								
The Avenue Car Park								
7 a.m. to 5 p.m. - 60p per hour								
1 Hour	£0.60	✓	x	✓	x	£0.60	NO CHANGE	
2 Hours	£1.20	✓	x	✓	x	£1.20	NO CHANGE	
3 Hours	£1.80	✓	x	✓	x	£1.80	NO CHANGE	
4 Hours	£2.40	✓	x	✓	x	£2.40	NO CHANGE	
All day till midnight	£5.00	✓	x	✓	x	£5.00	NO CHANGE	
5 p.m. to midnight	£1.50	✓	x	✓	x	£1.50	NO CHANGE	
Season tickets per annum	£800.00	✓	x	✓	x	£800.00	NO CHANGE	
Town Hall Car Park								
Monday - Friday 5 p.m. to midnight and Saturday & Sunday 5 p.m. to midnight	£1.50	✓	x	✓	x	£1.50	NO CHANGE	
1 Hour	£0.60	✓	x	✓	x	£0.60	NO CHANGE	
2 Hours	£1.20	✓	x	✓	x	£1.20	NO CHANGE	
3 Hours	£1.80	✓	x	✓	x	£1.80	NO CHANGE	
4 Hours	£2.40	✓	x	✓	x	£2.40	NO CHANGE	
All day till midnight	£5.00	✓	x	✓	x	£5.00	NO CHANGE	
5 p.m. to midnight	£1.50	✓	x	✓	x	£1.50	NO CHANGE	
Longspring Charges								
Monday - Saturday								
1 hour	£0.50	✓	x	✓	x	£0.50	NO CHANGE	
Up to 4 hours	£1.00	✓	x	✓	x	£1.00	NO CHANGE	
All day	£2.00	✓	x	✓	x	£2.00	NO CHANGE	
Harebreaks Car park								
Monday - Saturday								
1 hour	£0.50	✓	x	✓	x	£0.50	NO CHANGE	
4 hours (maximum stay)	£1.00	✓	x	✓	x	£1.00	NO CHANGE	
Outside Scope for VAT purposes								
Parking Penalties								
Serious Contravention	£50.00	x	✓	x	x	£50.00	NO CHANGE	
More Serious Contravention	£70.00	x	✓	x	x	£70.00	NO CHANGE	
Permit Charges								
full cpz 1st permit	£25.00	x	✓	x	x	£25.00	NO CHANGE	
full cpz 2nd permit	£55.00	x	✓	x	x	£55.00	NO CHANGE	
fullcpz V Vouchers 40 1hour	£4.50	x	✓	x	x	£4.50	NO CHANGE	
fullcpz V Vouchers 20 4hour	£7.00	x	✓	x	x	£7.00	NO CHANGE	
fullcpz 1 day vouchers 5	£4.50	x	✓	x	x	£4.50	NO CHANGE	
fullcpz 1 week v voucher	£4.50	x	✓	x	x	£4.50	NO CHANGE	
fullcpz Business permit inner zone	£300.00	x	✓	x	x	£300.00	NO CHANGE	
fullcpz Business permit outer zone	£150.00	x	✓	x	x	£150.00	NO CHANGE	
Match Day 1st Permit	£6.00	x	✓	x	x	£6.00	NO CHANGE	
Match Day 2nd permit	£12.00	x	✓	x	x	£12.00	NO CHANGE	
MD V Vouchers 1 Day for 5	£4.50	x	✓	x	x	£4.50	NO CHANGE	
MD Business permit	£60.00	x	✓	x	x	£60.00	NO CHANGE	
Medical Permits (DHV)	£20.00	x	✓	x	x	£20.00	NO CHANGE	
Car Park pass cards for disabled residents	£10.00	x	✓	x	x	£10.00	NO CHANGE	
Parking Dispensations/bay suspensions :-								
Per bay per day	£20.00	x	✓	x	x	£20.00	NO CHANGE	
Per bay per week first 2 weeks	£120.00	x	✓	x	x	£120.00	NO CHANGE	
Per bay per week 3 weeks or more	£100.00	x	✓	x	x	£100.00	NO CHANGE	

BUDGET POSITION SUMMARY - PARKING SERVICES

Income Code & Description	Actual 2013/14	Original Budget 2014/15	Proposed Budget 2015/16	Annual Increase / Decrease (-) %	Comments	Proposed Budget 2016/17	Proposed Budget 2017/18
FEES & CHARGES							
GEA000-10632 - Transport Subsidies - Staff Bus Permits	-£3,368	£0	0.00	NO CHANGE		0.00	0.00
GGA000-10103 - Publications / Minutes	-£14	£0	0.00	NO CHANGE		0.00	0.00
GGA000-10536 - Miscellaneous Charges	£0	£0	0.00	NO CHANGE		0.00	0.00
Longspring							
KFB000-10623 - Income-Parking Fees	-£13,914	-£12,000	-12,000.00	NO CHANGE		-12,000.00	-12,000.00
The Avenue							
KFC000-10623 - Income-Parking Fees	-£151,811	-£165,000	-165,000.00	NO CHANGE		-165,000.00	-165,000.00
KFC000-10624 - Income-Season Tickets	-£6,469	-£14,400	-14,400.00	NO CHANGE		-14,400.00	-14,400.00
Car Parks - Other Sites							
KFE000-10101 - Miscellaneous Sales	£0	£0	0.00	NO CHANGE		0.00	0.00
KFE000-10901 - Rent	-£27,789	-£14,750	-14,750.00	NO CHANGE		-14,750.00	-14,750.00
KFE000-10902 - Rent - Advertising Site	-£11,520	-£9,410	-9,410.00	NO CHANGE		-9,410.00	-9,410.00
Town Hall							
BEA001-10623 - Income-Parking Fees (Staff)	-£20,750	-£26,000	-26,000.00	NO CHANGE		-26,000.00	-26,000.00
KFD000-10623 - Income-Parking Fees	-£43,013	-£25,000	-25,000.00	NO CHANGE		-25,000.00	-25,000.00
Controlled Parking Zone							
HDR000-10620 - Permit Charges	-£261,920	-£251,000	-251,000.00	NO CHANGE		-251,000.00	-251,000.00
HDR000-10621 - Pay & Display Receipts	-£499,914	-£450,000	-450,000.00	NO CHANGE		-450,000.00	-450,000.00
HDR000-10623 - Income - Parking Fees	-£11,938	-£10,000	-10,000.00	NO CHANGE		-10,000.00	-10,000.00
HDR000-10683 - Penalty Charges	-£651,247	-£550,000	-550,000.00	NO CHANGE		-550,000.00	-550,000.00
HDR001-10622 - Income Other Local Authorities	£0	-£1,550	-1,550.00	NO CHANGE		-1,550.00	-1,550.00
HDR001-10622 WJ0134 - Dacorum Borough Council (Net)	-£670,352	-£15,000	-15,000.00	NO CHANGE		-15,000.00	-15,000.00
HDR002-10622 - Income Other Local Authorities	-£1,226	£0	0.00	NO CHANGE		0.00	0.00
HDR002-10622 WJ0082 - TRDC (Net)	-£297,773	-£65,000	-65,000.00	NO CHANGE		-65,000.00	-65,000.00
	-£2,673,017	-£1,609,110	-£1,609,110	NO CHANGE		-£1,609,110	-£1,609,110

PLANNING SERVICES

2015/16 FEES & CHARGES PROPOSED FOR :-
BUILDING CONTROL

Description	2014/15 Charge	PRICING STRATEGY				Proposed 2015/16 Charge	Annual Increase / Decrease (-) %	Comments
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE			
Standard rated & exclusive of VAT								
<u>BUILDING CONTROL FEES (TABLE 1)</u>								
FULL PLANS								
<u>New Dwellings</u>								
1 new dwelling								
Plan Fee	£400.00	x	✓	x	x	x	£400.00	NO CHANGE
Inspection Fee	£450.00	x	✓	x	x	x	£450.00	NO CHANGE
Fees for additional dwellings are based on volumes built								
<u>BUILDING CONTROL FEES (TABLE 2)</u>								
FULL PLANS								
<u>Domestic Extensions</u>								
Extension - Internal floor area under 10m²								
Plan Fee	£200.00	x	✓	x	x	x	£200.00	NO CHANGE
Inspection Fee	£320.00	x	✓	x	x	x	£320.00	NO CHANGE
Extension - Over 10m² and under 40m²								
Plan Fee	£200.00	x	✓	x	x	x	£200.00	NO CHANGE
Inspection Fee	£425.00	x	✓	x	x	x	£425.00	NO CHANGE
Extension - Over 10m² and under 40m² plus other works costing up to £5,000								
Plan Fee	£200.00	x	✓	x	x	x	£200.00	NO CHANGE
Inspection Fee	£480.00	x	✓	x	x	x	£480.00	NO CHANGE
Extension - Over 40m² and under 100m²								
Plan Fee	£200.00	x	✓	x	x	x	£200.00	NO CHANGE
Inspection Fee	£600.00	x	✓	x	x	x	£600.00	NO CHANGE
Extension - Over 40m² and under 100m² plus other works costing up to £5,000								
Plan Fee	£200.00	x	✓	x	x	x	£200.00	NO CHANGE
Inspection Fee	£650.00	x	✓	x	x	x	£650.00	NO CHANGE
DETACHED GARAGE OR CAR PORT								
Internal floor area below 40m²								
Plan Fee	£200.00	x	✓	x	x	x	£200.00	NO CHANGE
Internal floor area over 40m² and under 100m²								
Plan Fee	£200.00	x	✓	x	x	x	£200.00	NO CHANGE
Inspection Fee	£220.00	x	✓	x	x	x	£220.00	NO CHANGE
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	x	£350.00	NO CHANGE
Major Works	£500.00	x	✓	x	x	x	£500.00	NO CHANGE
With contribution to healthcare	£100.00	x	✓	x	x	x	£100.00	NO CHANGE

BUDGET POSITION SUMMARY - BUILDING CONTROL

Income Code & Description	Actual 2013/14	Original Budget 2014/15	Proposed Budget 2015/16	Annual Increase / Decrease (-) %	Comments	Proposed Budget 2016/17	Proposed Budget 2017/18
SALES							
GCA000-10104 - Publications / Copy Documents	-£990	-£1,000	-£1,000.00	NO CHANGE		-£1,000.00	-£1,000.00
Building Control	-£990	-£1,000	-£1,000	NO CHANGE		-£1,000	-£1,000
FEES & CHARGES							
GCA000-10503 - Building Regulation-Application Fees	-£132,645	-£100,000	-£100,000.00	NO CHANGE		-£100,000.00	-£100,000.00
GCA000-10504 - Inspection Fees	-£108,299	-£83,500	-£83,500.00	NO CHANGE		-£83,500.00	-£83,500.00
GCA000-10514 - Domestic Applications - Extensions	£0	£0	£0.00	NO CHANGE		£0.00	£0.00
GCA000-10518 - Building Regs - Regularisation	-£5,440	-£5,000	-£5,000.00	NO CHANGE		-£5,000.00	-£5,000.00
GCA000-10519 - Building Control Partnership	-£7,864	-£8,000	-£8,000.00	NO CHANGE		-£8,000.00	-£8,000.00
Building Control	-£254,249	-£196,500	-£196,500	NO CHANGE		-£196,500	-£196,500
Total	-£255,239	-£197,500	-£197,500	NO CHANGE		-£197,500	-£197,500

PLANNING SERVICES

**2015/16 FEES & CHARGES PROPOSED FOR :-
DEVELOPMENT CONTROL**

Description	2014/15 Charge	PRICING STRATEGY				Proposed 2015/16 Charge	Annual Increase / Decrease (-) %	Comments
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE			
Outside Scope for VAT purposes								
DEVELOPMENT CONTROL FEES								
OPERATIONS								
Outline applications for development in Categories 1,2 & 3								
a) where the site area does not exceed 2.5 hectares	£385.00 per 0.1 hectare	*	*	*	*	£385.00 per 0.1 hectare	NO CHANGE	
b) where the site area exceeds 2.5 hectares - □ see below	£9,527.00	*	*	*	*	£9,527.00	NO CHANGE	
□ - Indicates a further charge for each additional 0.1 hectare in excess of 2.5 hectares	£115.00	*	*	*	*	£115.00	NO CHANGE	
Category 1 - New dwellings								
a) where the no of dwellings created is 50 or fewer	£385.00 per dwelling	*	*	*	*	£385.00 per dwelling	NO CHANGE	
a) where the no of dwellings created is more than 50 - ● see below	£19,049.00	*	*	*	*	£19,049.00	NO CHANGE	
● - Indicates a further charge for each dwelling in excess of 50	£115.00	*	*	*	*	£115.00	NO CHANGE	
Category 2 - Erection of buildings except those in Categories 1,3,4,5 or 7								
a) where no floorspace is to be created	£195.00	*	*	*	*	£195.00	NO CHANGE	
b) where the gross floorspace does not exceed 40m ²	£195.00	*	*	*	*	£195.00	NO CHANGE	
c) where the gross floorspace exceeds 40m ² but not 75m ²	£385.00	*	*	*	*	£385.00	NO CHANGE	
d) where the gross floorspace exceeds 75m ² but not 3750m ²	£385.00 each 75 sq m	*	*	*	*	£385.00 each 75 sq m	NO CHANGE	
e) where the gross floorspace exceeds 3750m ² - ❖ see below	£19,049.00	*	*	*	*	£19,049.00	NO CHANGE	
❖ - Indicates a further charge for each 75m ² in excess of 3750m ²	£115.00	*	*	*	*	£115.00	NO CHANGE	
Category 3 - Agricultural buildings except glasshouses								
a) where gross floorspace does not exceed 465 m ²	£80.00	*	*	*	*	£80.00	NO CHANGE	
b) where gross floorspace exceeds 465m ² but < 540m ²	£385.00	*	*	*	*	£385.00	NO CHANGE	
c) where gross floorspace exceeds 540m ² but < 4215m ²	£385.00 first 540 sq m plus £385.00 each extra 75 sq m	*	*	*	*	£385.00 first 540 sq m plus £385.00 each extra 75 sq m	NO CHANGE	
d) where gross floorspace exceeds 4215m ² ▶ see below	£19,049.00	*	*	*	*	£19,049.00	NO CHANGE	
▶ - Indicates a further charge for each 75m ² in excess of 4215m ²	£115.00	*	*	*	*	£115.00	NO CHANGE	
Category 4 - Glasshouses								
a) where gross floorspace does not exceed 465 m ²	£80.00	*	*	*	*	£80.00	NO CHANGE	
b) where gross floorspace exceeds 465m ²	£2,150.00	*	*	*	*	£2,150.00	NO CHANGE	
Category 5 - Erection, alteration or replacement of plant or machinery								
a) where the site area does not exceed 5 hectares	£385.00 per 0.1 hectare	*	*	*	*	£385.00 per 0.1 hectare	NO CHANGE	
b) where the site area exceeds 5 hectares - ▲ see below	£19,049.00	*	*	*	*	£19,049.00	NO CHANGE	
▲ - Indicates a further charge for each 0.1 hectare in excess of 5 hectares	£115.00	*	*	*	*	£115.00	NO CHANGE	
Category 6 - Enlargement, improvement or other alteration of existing dwellings								
a) where the application relates to 1 dwelling	£172.00	*	*	*	*	£172.00	NO CHANGE	
b) where the application relates to 2 or more dwellings	£339.00	*	*	*	*	£339.00	NO CHANGE	
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								
	£172.00	*	*	*	*	£172.00	NO CHANGE	
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								
	£195.00	*	*	*	*	£195.00	NO CHANGE	
Category 9 - Operations connected with exploratory drilling for oil or natural gas								
a) where the site area does not exceed 7.5 hectares	£385.00 per 0.1 hectare	*	*	*	*	£385.00 per 0.1 hectare	NO CHANGE	
b) where the site area exceeds 7.5 hectares - ◀ see below	£28,750.00	*	*	*	*	£28,750.00	NO CHANGE	
◀ - Indicates a further charge for each 0.1 hectare in excess of 7.5 hectares	£115.00	*	*	*	*	£115.00	NO CHANGE	
Category 10 - Other operations not within Categories 1-9								
a) in cases of mining extraction								
i) where the site area does not exceed 15 hectares	£195.00 per 0.1 hectare	*	*	*	*	£195.00 per 0.1 hectare	NO CHANGE	
ii) where the site area exceeds 15 hectares - ▼ see below	£29,112.00	*	*	*	*	£29,112.00	NO CHANGE	
▼ - Indicates a further charge for each 0.1 hectare in excess of 15 hectares	£115.00	*	*	*	*	£115.00	NO CHANGE	
b) in any other case	£195.00 per 0.1 hectare	*	*	*	*	£195.00 per 0.1 hectare	NO CHANGE	

PLANNING SERVICES

**2015/16 FEES & CHARGES PROPOSED FOR :-
DEVELOPMENT CONTROL (continued)**

Description	2014/15 Charge	PRICING STRATEGY				Proposed 2015/16 Charge	Annual Increase / Decrease (-) %	Comments
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE			
Outside Scope for VAT purposes								
DEVELOPMENT CONTROL FEES OPERATIONS (Continued)								
Category 11 - Change of use of a building to residential								
a) from an existing dwelling								
i) to 2 to 50 dwellings	£385.00 for each additional dwelling	*	*	*	*	£385.00 for each additional dwelling	NO CHANGE	
ii) to more than 50 dwellings - ♣ see below	£19,049.00	*	*	*	*	£19,049.00	NO CHANGE	
♣ - Indicates a further charge for each dwelling in excess of 50	£115.00	*	*	*	*	£115.00	NO CHANGE	
b) from a building other than a dwelling								
i) up to 50 dwellings	£385.00 per dwelling	*	*	*	*	£385.00 per dwelling	NO CHANGE	
ii) to more than 50 dwellings - • see below	£19,049.00	*	*	*	*	£19,049.00	NO CHANGE	
• - Indicates a further charge for each dwelling in excess of 50	£115.00	*	*	*	*	£115.00	NO CHANGE	
Category 12 - Use of land for disposal of refuse or waste materials or as open mineral storage								
a) where the site area does not exceed 15 hectares	£195.00 per 0.1 hectare	*	*	*	*	£195.00 per 0.1 hectare	NO CHANGE	
b) where the site area exceeds 15 hectares - — see below	£29,112.00	*	*	*	*	£29,112.00	NO CHANGE	
— - Indicates a further charge for each 0.1 hectare in excess of 15 hectares	£115.00	*	*	*	*	£115.00	NO CHANGE	
Category 13 - Material change of use except one falling within Categories 11 and 12								
	£385.00	*	*	*	*	£385.00	NO CHANGE	
ADVERTISEMENTS								
Category 14 - Advertisement relating to business on the premises								
	£110.00	*	*	*	*	£110.00	NO CHANGE	
Category 15 - Advance directional sign								
	£110.00	*	*	*	*	£110.00	NO CHANGE	
Category 16 - All other advertisements								
	£385.00	*	*	*	*	£385.00	NO CHANGE	
DETERMINATIONS								
Category 17 - Prior approval								
a) agricultural or forestry buildings	£80.00	*	*	*	*	£80.00	NO CHANGE	
b) demolition of buildings	£80.00	*	*	*	*	£80.00	NO CHANGE	
c) telecommunications installations	£385.00	*	*	*	*	£385.00	NO CHANGE	
d) development involving a material change of use		*	*	*	*	£80.00		
e) development involving a material change of use and building operations in connection with that change of use		*	*	*	*	£172.00		
ALTERATION OF PERMISSION								
Category 18 - Variation of condition								
	£195.00	*	*	*	*	£195.00	NO CHANGE	
Category 19 - Non material amendment								
a) householder development	£28.00	*	*	*	*	£28.00	NO CHANGE	
b) other development	£195.00	*	*	*	*	£195.00	NO CHANGE	
COMPLIANCE WITH CONDITIONS								
Category 20 - Confirmation of compliance with conditions								
a) relating to development within Categories 6 and 7	£28.00 per request	*	*	*	*	£28.00 per request	NO CHANGE	
b) relating to any other development	£97.00 per request	*	*	*	*	£97.00 per request	NO CHANGE	
RENEWAL OF PLANNING PERMISSION								
Category 21 - Renewal of planning permission where the development has not commenced								
a) householder development	£57.00	*	*	*	*	£57.00	NO CHANGE	
b) major development	£575.00	*	*	*	*	£575.00	NO CHANGE	
c) other development	£195.00	*	*	*	*	£195.00	NO CHANGE	
LAWFUL DEVELOPMENT								
Category 22 - Lawful Development Certificate								
a) for an existing use of land or operational development	Same fee for an equivalent planning application	*	*	*	*	Same fee for an equivalent planning application	NO CHANGE	
b) for non compliance with a condition	£195.00	*	*	*	*	£195.00	NO CHANGE	
c) for a proposed use of land or operational development	Half fee of an equivalent planning application	*	*	*	*	Half fee of an equivalent planning application	NO CHANGE	
APPROPRIATE ALTERNATIVE DEVELOPMENT								
Category 23 - Certificate of appropriate alternative development								
	£195.00	*	*	*	*	£195.00	NO CHANGE	
CONCESSION FEES AND EXEMPTIONS								
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	£385.00	*	*	✓	*	£385.00	NO CHANGE	
b) extensions and alterations to a dwelling or works within its curtilage for the benefit of people with disabilities	Free of charge	*	*	*	✓	Free of charge	NO CHANGE	
c) alterations to public buildings in order to provide access for people with disabilities	Free of charge	*	*	*	✓	Free of charge	NO CHANGE	
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	*	*	*	✓	Free of charge	NO CHANGE	

PLANNING SERVICES

2015/16 FEES & CHARGES PROPOSED FOR :-
DEVELOPMENT CONTROL (continued)

Description	2014/15 Charge	PRICING STRATEGY				Proposed 2015/16 Charge	Annual Increase / Decrease (-) %	Comments
		COMMERCIAL	FULL COST REC SUBSIDISED	FREE	STATUTORY			
Outside Scope for VAT purposes								
DEVELOPMENT CONTROL FEES								
CONCESSION FEES AND EXEMPTIONS (Continued)								
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	
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	
g) application for listed building consent or conservation area consent	Free of charge	x	x	x	✓	Free of charge	NO CHANGE	
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	£385.00	x	x	✓	x	£385	NO CHANGE	
i) a prior approval application for a material change of use made on the same date and by or on behalf of the same applicant as an application for planning permission for the same development		x	x	x	✓	Free of charge		New fee from 31/7/2014
j) a planning application which is only for the demolition of an unlisted building in a conservation area		x	x	x	✓	Free of charge		New fee from 31/7/2014
Standard rated & inclusive of VAT								
DEVELOPMENT CONTROL FEES								
PRE APPLICATION ADVICE								
CATEGORY A covers :-								
a) 25 or more residential units or where the site area exceeds 1 hectare	£1,000.00	x	✓	x	x	£1,000.00	NO CHANGE	
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								
CATEGORY B covers :-								
a) from 10 to 24 residential units or where the site area is 0.5 hectare to 1 hectare	£500.00	x	✓	x	x	£500.00	NO CHANGE	
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								
CATEGORY C covers :-								
a) less than 10 residential units or where the site area is less than 0.5 hectare	£250.00	x	✓	x	x	£250.00	NO CHANGE	
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								
CATEGORY D covers :-								
a) householder proposals	Free of charge	x	x	x	✓	Free of charge	NO CHANGE	
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	£450.00	NO CHANGE	
Category A - Meeting up to 45 mins	Free of charge	x	x	x	✓	Free of charge	NO CHANGE	
Category A - Meeting up to 30 mins	Free of charge	x	x	x	✓	Free of charge	NO CHANGE	
Category B - Meeting up to 90 mins	£300.00	x	✓	x	x	£300.00	NO CHANGE	
Category B - Meeting up to 45 mins	Free of charge	x	x	x	✓	Free of charge	NO CHANGE	
Category B - Meeting up to 30 mins	Free of charge	x	x	x	✓	Free of charge	NO CHANGE	
Category C - Meeting up to 90 mins	£150.00	x	✓	x	x	£150.00	NO CHANGE	
Category C - Meeting up to 45 mins	£100.00	x	✓	x	x	£100.00	NO CHANGE	
Category C - Meeting up to 30 mins	Free of charge	x	x	x	✓	Free of charge	NO CHANGE	
Category D - Meeting up to 90 mins	Free of charge	x	x	x	✓	Free of charge	NO CHANGE	
Category D - Meeting up to 45 mins	£75.00	x	✓	x	x	£75.00	NO CHANGE	
Category D - Meeting up to 30 mins	£50.00	x	✓	x	x	£50.00	NO CHANGE	
Attendance by Specialist Officers - Meeting up to 90 mins	£150.00	x	✓	x	x	£150.00	NO CHANGE	
Attendance by Specialist Officers - Meeting up to 45 mins	£75.00	x	✓	x	x	£75.00	NO CHANGE	
Attendance by Specialist Officers - Meeting up to 30 mins	£50.00	x	✓	x	x	£50.00	NO CHANGE	
Attendance by Section Head - Meeting up to 90 mins	£300.00	x	✓	x	x	£300.00	NO CHANGE	
Attendance by Section Head - Meeting up to 45 mins	£130.00	x	✓	x	x	£130.00	NO CHANGE	
Attendance by Section Head - Meeting up to 30 mins	£85.00	x	✓	x	x	£85.00	NO CHANGE	
Attendance by Head of Service - Meeting up to 90 mins	£375.00	x	✓	x	x	£375.00	NO CHANGE	
Attendance by Head of Service - Meeting up to 45 mins	£190.00	x	✓	x	x	£190.00	NO CHANGE	
Attendance by Head of Service - Meeting up to 30 mins	£125.00	x	✓	x	x	£125.00	NO CHANGE	

PLANNING SERVICES

2015/16 FEES & CHARGES PROPOSED FOR :-
DEVELOPMENT CONTROL (continued)

Description	2014/15 Charge	PRICING STRATEGY				Proposed 2015/16 Charge	Annual Increase / Decrease (-) %	Comments
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE			
Standard rated & inclusive of VAT								
DEVELOPMENT CONTROL FEES PRE APPLICATION ADVICE (Continued)								
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 2013/14	Original Budget 2014/15	Proposed Budget 2015/16	Annual Increase / Decrease (-) %	Comments	Proposed Budget 2016/17	Proposed Budget 2017/18
SALES							
GAA000-I0106 - Publications / Maps	-£492	£0	£0.00	NO CHANGE		£0.00	£0.00
Policy Team	-£492	£0	£0			£0	£0
FEES & CHARGES							
GBA000-I0505 - Pre-Application Advice	-£26,546	-£5,600	-£25,000.00	346.43 %		-£30,000.00	-£30,000.00
GBA000-I0508 - Planning Application Fees	-£424,675	-£275,000	-£650,000.00	136.36 %		-£700,000.00	-£700,000.00
GBA000-I0517 - UU Drafting Fees	-£17,850	-£9,000	£0.00			£0.00	£0.00
GBA000-I0609 - Staff Monitoring Costs	-£11,150	-£7,000	-£7,000.00	NO CHANGE		-£5,000.00	-£2,000.00
Development Control	-£480,221	-£296,600	-£682,000	129.94 %		-£735,000	-£732,000
Total	-£480,713	-£296,600	-£682,000	129.94 %		-£735,000	-£732,000

PLANNING SERVICES

**2015/16 FEES & CHARGES PROPOSED FOR :-
LAND CHARGES**

Description	2014/15 Charge	PRICING STRATEGY					Proposed 2015/16 Charge	Annual Increase / Decrease (-) %	Comments
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE	STATUTORY			
Outside Scope for VAT purposes									
Residential Search	£64.00	*	✓	*	*	*	£64.00	NO CHANGE	
Commercial Search	£120.00	*	✓	*	*	*	£120.00	NO CHANGE	
Con 29 optional enquiry	£7.50	*	✓	*	*	*	£7.50	NO CHANGE	
Additional enquiry (E.G. Solicitor)	£10.00	*	✓	*	*	*	£10.00	NO CHANGE	
Enquiry by letter	£14.50	*	✓	*	*	*	£14.50	NO CHANGE	
Additional parcel of land	£13.50	*	✓	*	*	*	£13.50	NO CHANGE	
Question 22 enquiry	£16.59	*	✓	*	*	*	£16.59	NO CHANGE	
Fees for Local Land Charges as from 1st April 2007 excluding Con29.									
1. Registration of a charge in Part 11 of the register (light obstruction notices)	£67.00	*	✓	*	*	*	£67.00	NO CHANGE	
2. Filing a definitive certificate of the Lands Tribunal under rule 10(3)	£2.50	*	✓	*	*	*	£2.50	NO CHANGE	
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	*	✓	*	*	*	£7.00	NO CHANGE	
4. Inspection of documents filed under rule 10 in respect of each parcel of land	£2.50	*	✓	*	*	*	£2.50	NO CHANGE	
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	*	*	*	✓	*	£0.00	NO CHANGE	
5a. Enhanced personal search service	£13.00	*	✓	*	*	*	£13.00	NO CHANGE	
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	*	✓	*	*	*	£2.00	NO CHANGE	
(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	*	✓	*	*	*	£13.00	NO CHANGE	
(ii) and in any other case (previous statutory fee £6)	£13.00	*	✓	*	*	*	£13.00	NO CHANGE	
In respect of each additional parcel of land (previous statutory fee £1)	£4.00	*	✓	*	*	*	£4.00	NO CHANGE	
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	*	✓	*	*	*	£1.50	NO CHANGE	

BUDGET POSITION SUMMARY - LAND CHARGES

Income Code & Description	Actual 2013/14	Original Budget 2014/15	Proposed Budget 2015/16	Annual Increase / Decrease (-) %	Comments	Proposed Budget 2016/17	Proposed Budget 2017/18
FEES & CHARGES							
AHC000-I0506 - Search Fees	-£126,310	-£80,000	-£50,000.00	-37.50 %		£0.00	£0.00
	-£126,310	-£80,000	-£50,000	-37.50 %		£0	£0

DEMOCRACY AND GOVERNANCE

2015/16 FEES & CHARGES PROPOSED FOR :-
LEGAL FEES

Prices quoted below are exclusive of VAT

Description	2014/15 Charge	PRICING STRATEGY					Proposed 2015/16 Charge	Annual Increase / Decrease (-) %	Comments
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE	STATUTORY			
Where the filming company is given exclusive rights to a defined area and they can exclude others from access, the income is 'Exempt' 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 'Standard rated'. Admin fees for VAT purposes would follow the same treatment as the main supply.									
Admin Fee	£95.00	✓	✗	✗	✗	✗	£95.00	NO CHANGE	
Up to 1 Hour	£205.00	✓	✗	✗	✗	✗	£205.00	NO CHANGE	
1- 4 Hours	£470.00	✓	✗	✗	✗	✗	£470.00	NO CHANGE	
4-6 Hours	£800.00	✓	✗	✗	✗	✗	£800.00	NO CHANGE	
6 Hours and over (Whole Day)	£1,200.00	✓	✗	✗	✗	✗	£1,200.00	NO CHANGE	
Use of KGV Car Park	£550.00	✓	✗	✗	✗	✗	£550.00	NO CHANGE	

BUDGET POSITION SUMMARY - LEGAL FEES (INCL FILMING)

Income Code & Description	Actual 2013/14	Original Budget 2014/15	Proposed Budget 2015/16	Annual Increase / Decrease (-) %	Comments	Proposed Budget 2016/17	Proposed Budget 2017/18
FEES & CHARGES							
ADH000-I0536 - Miscellaneous Charges	-£5,445	£0	£0.00	NO CHANGE		£0.00	£0.00
AHX000-I0602 - Income - Legal and Other Fees	-£13,745	-£9,000	-£9,000.00	NO CHANGE		-£9,000.00	-£9,000.00
	-£19,190	-£9,000	-£9,000	NO CHANGE		-£9,000	-£9,000

DEMOCRACY AND GOVERNANCE

**2015/16 FEES & CHARGES PROPOSED FOR :-
TOWN HALL FACILITIES**

Description	PMO	NPMO	PRICING STRATEGY				PROFIT MAKING ORGS (PMO)		NON PROFIT MAKING ORGS (NPMO)		Comments
	2014/15		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE	STATUTORY	Proposed 2015/16 Charge	Annual Increase / Decrease (-) %	Proposed 2015/16 Charge	
Exempt from VAT											
COMMITTEE ROOM 1 (16 seats)											
1-3 Hours	£105.00	£0.00	*	*	✓	✓	*	£105.00	NO CHANGE	£0.00	
Each additional hour	£35.00	£0.00	*	*	✓	✓	*	£35.00	NO CHANGE	£0.00	
(Weekend bookings will incur an additional charge)											
COMMITTEE ROOM 2 (24 seats)											
1-3 Hours	£135.00	£0.00	*	*	✓	✓	*	£135.00	NO CHANGE	£0.00	
Each additional hour	£45.00	£0.00	*	*	✓	✓	*	£45.00	NO CHANGE	£0.00	
(Weekend bookings will incur an additional charge)											
COUNCIL CHAMBER (44 seats)											
(Refreshments are not permitted in the Council Chamber)											
1-3 Hours	£165.00	£0.00	*	*	✓	✓	*	£165.00	NO CHANGE	£0.00	
Each additional hour	£55.00	£0.00	*	*	✓	✓	*	£55.00	NO CHANGE	£0.00	
(Weekend bookings will incur an additional charge)											
TRAINING ROOM 1 (20 seats)											
1-3 Hours	£105.00	£0.00	*	*	✓	✓	*	£105.00	NO CHANGE	£0.00	
Each additional hour	£35.00	£0.00	*	*	✓	✓	*	£35.00	NO CHANGE	£0.00	
(Weekend bookings will incur an additional charge)											
TRAINING ROOM 2 (20 seats)											
1-3 Hours	£135.00	£0.00	*	*	✓	✓	*	£135.00	NO CHANGE	£0.00	
Each additional hour	£45.00	£0.00	*	*	✓	✓	*	£45.00	NO CHANGE	£0.00	
(Weekend bookings will incur an additional charge)											
MEETING ROOM B (10 SEATS)											
1-3 Hours	£105.00	£0.00	*	*	✓	✓	*	£105.00	NO CHANGE	£0.00	
Each additional hour	£35.00	£0.00	*	*	✓	✓	*	£35.00	NO CHANGE	£0.00	
(Weekend bookings will incur an additional charge)											
MEETING ROOMS A C D (3 to 4)											
1-3 Hours	£105.00	£0.00	*	*	✓	✓	*	£105.00	NO CHANGE	£0.00	
Each additional hour	£35.00	£0.00	*	*	✓	✓	*	£35.00	NO CHANGE	£0.00	
Standard rated & exclusive of VAT											
OTHER CHARGES											
Hire of laptop for period of hire	£10.00	£10.00	*	*	✓	*	*	£10.00	NO CHANGE	£10.00	NO CHANGE
Hire of projector for period of hire	£10.00	£10.00	*	*	✓	*	*	£10.00	NO CHANGE	£10.00	NO CHANGE
Flipchart pad (each) incl of pens (conditions apply)	£5.00	£5.00	*	*	✓	*	*	£5.00	NO CHANGE	£5.00	NO CHANGE
Weekend hire per hour on Saturdays (Staffing Costs)	£51.68	£51.68	*	*	✓	*	*	£51.68	NO CHANGE	£51.68	NO CHANGE
Weekend hire per hour on Sundays (Staffing Costs)	£68.90	£68.90	*	*	✓	*	*	£68.90	NO CHANGE	£68.90	NO CHANGE

BUDGET POSITION SUMMARY - TOWN HALL FACILITIES

Income Code & Description	Actual 2013/14	Original Budget 2014/15	Proposed Budget 2015/16	Annual Increase / Decrease (-) %	Comments	Proposed Budget 2016/17	Proposed Budget 2017/18
LAND & PROPERTY BASED CHARGES							
KEC000-I0901 - Rent (from BBC)	-£61,000	-£61,000	-£61,000.00	NO CHANGE		-£61,000.00	-£61,000.00
KEC000-I0908 - Service Charge (from BBC)	-£26,632	-£25,000	-£25,000.00	NO CHANGE		-£25,000.00	-£25,000.00
	-£87,632	-£86,000	-£86,000	NO CHANGE		-£86,000	-£86,000

DEMOCRACY AND GOVERNANCE

**2015/16 FEES & CHARGES PROPOSED FOR :-
ELECTIONS UNIT**

Description	2014/15 Charge	PRICING STRATEGY				Proposed 2015/16 Charge	Annual Increase / Decrease (-) %	Comments
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE			
Outside Scope for VAT purposes								
<u>Register of Electors</u>								
Electronic version - * (see below)	£20.00	x	x	x	x	£20.00	NO CHANGE	Charges fixed as per Statutory Regulations
Hardcopy version - ** (see below)	£10.00	x	x	x	x	£10.00	NO CHANGE	Charges fixed as per Statutory Regulations
* - 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								
<u>Marked Register of Electors</u>								
Electronic version - ○ (see below)	£10.00	x	x	x	x	£10.00	NO CHANGE	Charges fixed as per Statutory Regulations
Hardcopy version - ○○ (see below)	£10.00	x	x	x	x	£10.00	NO CHANGE	Charges fixed as per Statutory Regulations
○ - Indicates that per 1000 electorate (and part thereof), an additional levy of £1.00 is chargeable ○○ - Indicates that per 1000 electorate (and part thereof), an additional levy of £2.00 is chargeable								
<u>Confirmation Letter Fees</u>								
Single name - single address (current year)	£16.00	x	✓	x	x	£16.50	3.13 %	Charges reasonable and in line with other authorities who charge for such confirmation. Believed increase in charges unlikely to be greatly beneficial or increase actual income. However, additional household registration write-out scheduled for January 2015 likely to provide evidence frequently sought by individuals for credit reasons and possibly reduce actual total income for 2015-16.
Multiple name - single address (current year)	£20.50	x	✓	x	x	£21.00	2.44 %	
Single name - single address (up to 3 yrs)	£20.50	x	✓	x	x	£21.00	2.44 %	
Single name - single address (4-10 yrs) - ◆ (see below)	£20.50	x	✓	x	x	£21.00	2.44 %	
◆ - An additional levy of £2.00 is chargeable for each extra year								
More than one name - single address (up to 3 yrs)	£25.50	x	✓	x	x	£26.00	1.96 %	
More than one name - single address (4-10 yrs) - ◆◆ (see below)	£25.50	x	✓	x	x	£26.00	1.96 %	
◆◆ - 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)	£20.50	x	✓	x	x	£21.00	2.44 %	
Multiple name - multiple but same addresses (up to 3 & current year)	£25.50	x	✓	x	x	£26.00	1.96 %	

BUDGET POSITION SUMMARY - ELECTIONS UNIT

Income Code & Description	Actual 2013/14	Original Budget 2014/15	Proposed Budget 2015/16	Annual Increase / Decrease (-) %	Comments	Proposed Budget 2016/17	Proposed Budget 2017/18
SALES							
AGB000-I0103 - Register of Electors (Publications-Minutes)	-£3,956	-£3,000	-£3,000	NO CHANGE		-£3,000.00	-£3,000.00
	-£3,956	-£3,000	-£3,000	NO CHANGE		-£3,000	-£3,000

REVENUES & BENEFITS

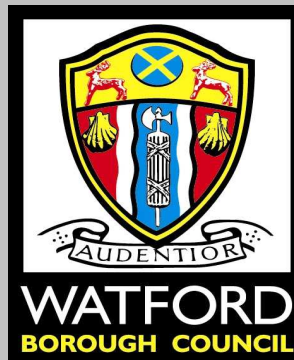
**2015/16 FEES & CHARGES PROPOSED FOR :-
COUNCIL TAX**

Description	2014/15 Charge	PRICING STRATEGY					Proposed 2015/16 Charge	Annual Increase / Decrease (-) %	Comments
		COMMERCIAL	FULL COST REC	SUBSIDISED	FREE	STATUTORY			
Outside Scope & exclusive of VAT									
Penalty Charge (Re : Single Person Discount)	£70.00	x	x	x	x	✓	£70.00	NO CHANGE	

BUDGET POSITION SUMMARY - COUNCIL TAX

Income Code & Description	<u>Actual</u> <u>2013/14</u>	<u>Original</u> <u>Budget</u> <u>2014/15</u>	<u>Proposed</u> <u>Budget</u> <u>2015/16</u>	Annual Increase / Decrease (-) %	Comments	<u>Proposed</u> <u>Budget</u> <u>2016/17</u>	<u>Proposed</u> <u>Budget</u> <u>2017/18</u>
FEES & CHARGES							
BAD900-I0683 - Income - Penalty Charges	£140	-£2,000	-£2,000.00	NO CHANGE		-£2,000.00	-£2,000.00
	£140	-£2,000	-£2,000	NO CHANGE		-£2,000	-£2,000

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**FINANCE DIGEST
2014/15**

Financial Monitoring at

Period 7

October 2014

Prepared By : Finance Shared Service

Date : 24th November 2014

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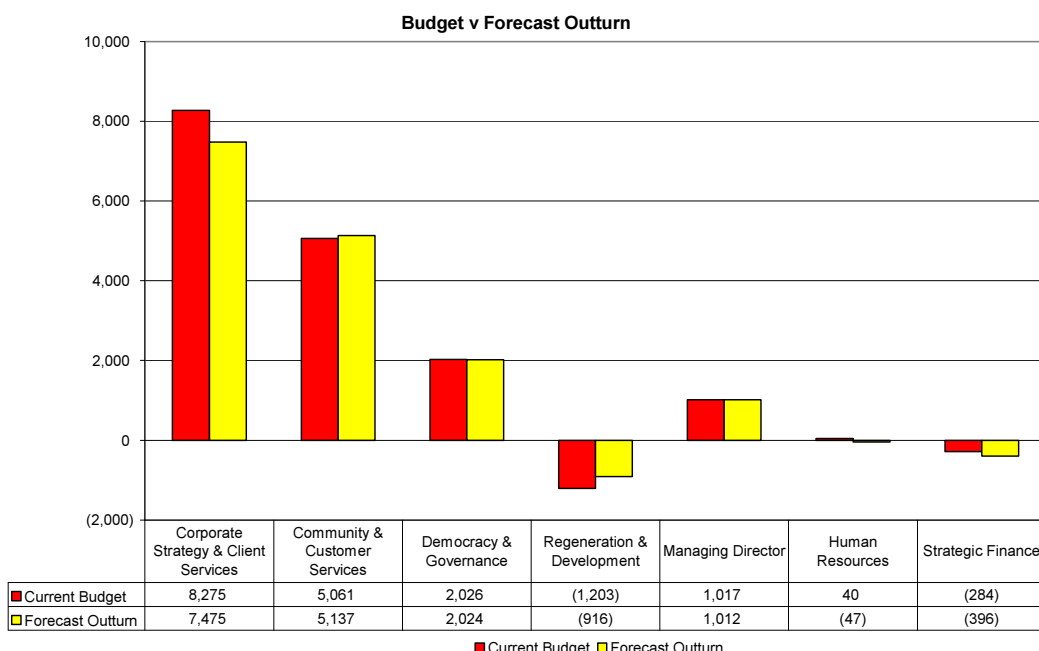
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1 Introduction

- 1.1 The monthly Finance Digest is the Council's key tool for monitoring the financial performance of the organisation. It is designed to be used by Members, officers and to provide an overview to our customers and residents.
- 1.2 It is essential that the Council monitors its budgets throughout the year to ensure that it is meeting its strategic objectives and that corrective action is taken where necessary.
- 1.3 This document shows the expected financial position at the end of the financial year, based on the actual performance at the end of October 2014 (Period 7).
- 1.4 This document brings together a range of information which ultimately impacts on the Council's financial performance. This includes budget monitoring and also financial performance indicators which will help the Council predict its position at the end of the financial year.

2 Revenue Budget – Net Expenditure

- 2.1 This section outlines the expected year end position for the Council's revenue budget. This takes into account both the expenditure incurred and the income received for the running of the day to day services e.g. waste collection, leisure and housing services.
- 2.2 The Council's current budget is £14,932,000. The forecast outturn for the end of the year, as at the end of October 2014 is £14,288,000. This results in a favourable variance (under spend) of £644,000 for the year. This is shown in the graph below and further details can be found in Appendix 1.



2.3 Further details on the variance are shown in the table below

	Current Budget	Forecast Outturn	Variance
Corporate Strategy & Client Services	8,275	7,475	800
Community & Customer Services	5,061	5,137	(76)
Democracy & Governance	2,026	2,024	3
Regeneration & Development	(1,203)	(916)	(287)
Managing Director	1,017	1,012	6
Human Resources	40	(47)	87
Strategic Finance	(284)	(396)	112
Total	14,932	14,288	644

2.4 The main reasons for the variance are outlined below:

Favourable variances

- £815,000 variance on the leisure contract,
- £87,000 variance on the corporate training costs
- £175,000 variance on planning application fee income
- £125,000 variance on utility savings

Unfavourable variances

- £40,000 variance on emergency accommodation for the homeless
- £37,000 variance on the consultancy costs for the Town Centre Model
- £42,000 variance on housing legal fees and management fees received
- £322,000 variance on commercial property income
- £100,000 variance on Economic Development projects and initiatives

3 Key variances identified in period 7

3.1 The key variances reported this month are as follows and more detail can be found in Appendix 2

Favourable variances

- Increased income from HCC for trees and verges -(£19,000)
- Budget adjustments in Corporate Strategy and Client services - (£44,000)
- Increased commercial rent income - (£92,000)
- Increase in planning application fees - (£175,000)
- Utility costs (£125,000)

Unfavourable variances

- Increased costs for waste and recycling - £45,000
- Cessation of administration fees in relation to the old market - £40,000
- Increases costs for ICT systems – Uniform and CRM - £17,000

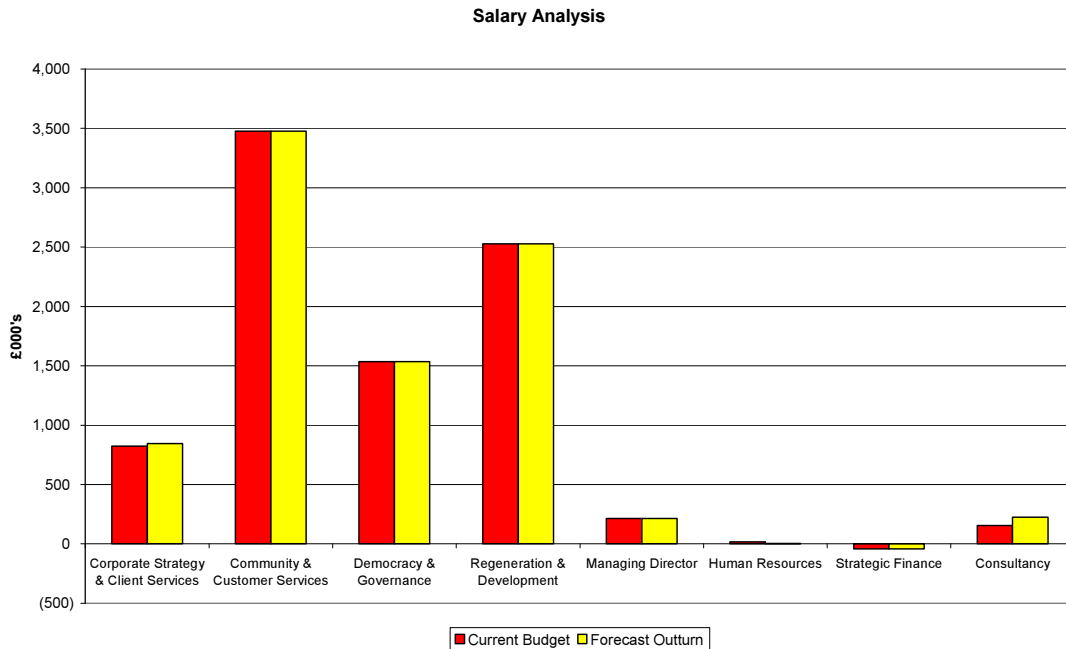
Variances funded from reserves

- Small Projects Fund - £20,000
- Business improvement District - £80,000

Changes in funding

- Business Rates forecast income has reduced - £375,000

3.2 One area which is kept under review is the salary analysis. The chart below shows the current estimated year end position. Further information can be found in Appendix 3. There is only one variance reported this month, but this reflects a change in how a service is delivered rather than an increase in the overall cost of the service.



4 Funding and Reserves

Funding

- 4.1 The business rates projection continues to change as the Council gets better information to help predict the year end position. The current forecast has reduced the income being received from this funding source. However, it is anticipated that this position will change prior to the end of the year as changes are processed by the Valuation Office Agency.
- 4.2 Overall the Council's funding position compared to the current budget has not changed. This is due to changes in forecast outturn during the year. Full details of the current funding position can be seen in Appendix 4.

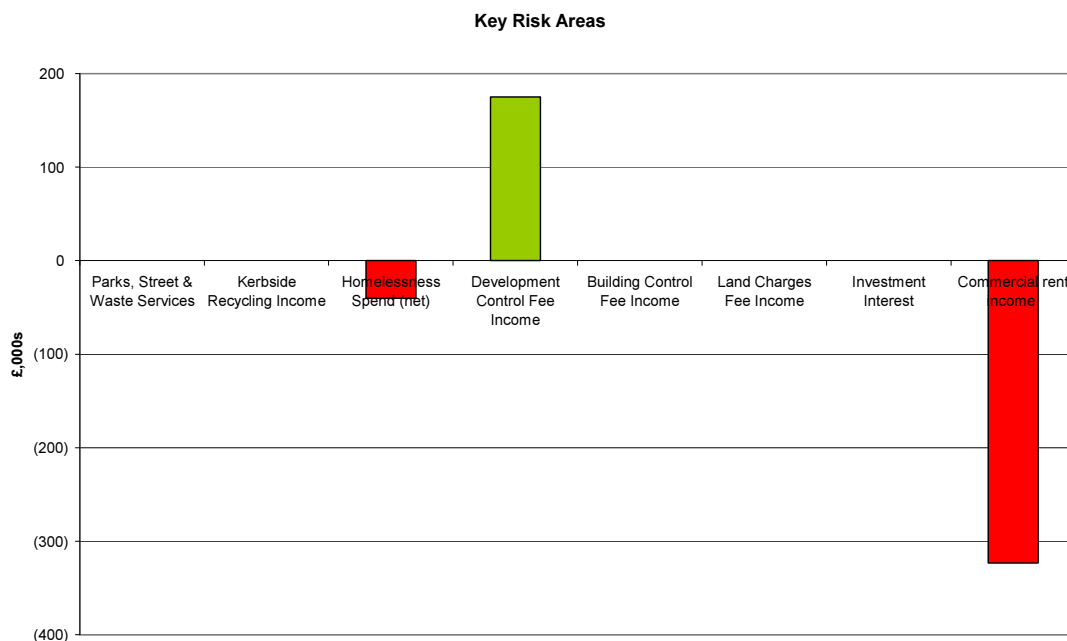
Reserves

- 4.3 The Council's reserves position can be seen in the table below, and further details can be found in Appendix 6.

Description	Bal B/F as @ 1-Apr-2014 (Post Audit)	In year movement to Period 6	Movement his Month	Movement in Year	Forecast Bal as @ 31-Mar-2015
General Fund Working Balance (GFWB)	-1,350,000	0	0	0	-1,350,000
Capital Financing Reserve	-604,000	0	0	0	-604,000
Earmarked Reserves	-6,132,000	339,000	0	339,000	-5,793,000
General Reserves	-7,478,000	-443,360	114,170	-329,190	-7,807,190
Total Reserves (incl GFWB)	-15,564,000	-104,360	114,170	9,810	-15,554,190

5 Key Financial Risk Areas

5.1 The Council's budget is exposed to some key risk areas, these are generally areas of expenditure where the Council is not in control of the demand for that service, or where there have been income assumptions built into the budget. These risks are regularly monitored and the latest position is shown below. Further details can be found in Appendix 5.



5.2 This chart shows how the risk areas are currently performing. For those that are shown in red (below the line) are unfavourable variances and for those that are shown in green (above the line) are favourable variances.

5.3 The two service areas which are currently showing unfavourable variances are homelessness and also commercial rental income. The commercial rental position is showing an unfavourable variance of £322,000 however this has improved by £92,000 from £414,000 since period 6.

5.4 The planning application fee income has improved and is currently anticipated to exceed the budgeted income by £175,000 (favourable variance).

6 Debtors

- 6.1 The total outstanding debt as at 31 October 2014 was £1,118,619. This represents 13% of the total invoices raised during the year. Of the outstanding amount 61% (£684,044) is less than one month old and it is anticipated that this will be recovered. The total amount of debt outstanding is shown below. This identifies that 39% of the outstanding debt is over two months old. This represents 5% of the value of the debt raised during the year. However £312,974 (28% of the outstanding value) relates to previous years.

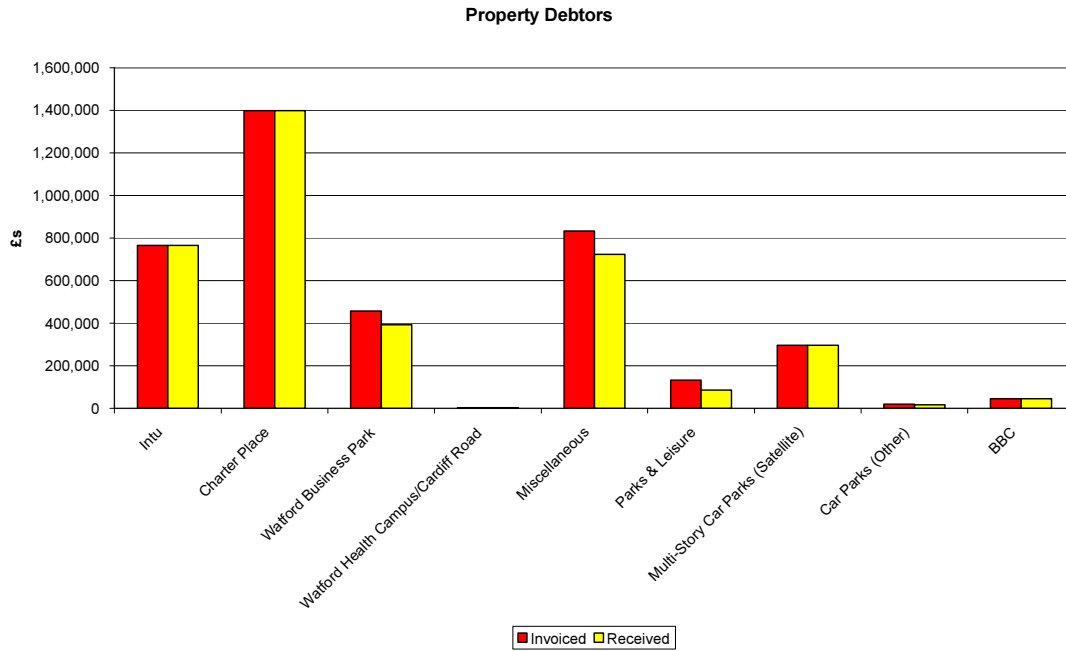
Invoices Raised from 1st April 2014 to 31st October 2014										
Service Area	No. of Invoices	Value of Invoices	Invoices outstanding by age of debt						instalment plan	Grand Total
			0 - 1 month	2 - 3 months	4 - 6 months	7 - 9 months	10 - 12 months	over 12 months		
		£	£	£	£	£	£	£	£	
Community Services	185	273,166	234,361	4,366	4,431	5,839	8,227	7,793	380	265,397
Corporate Management	3	3,420	0	1,140	2,280	0	0	0	0	3,420
Corporate Services	6	34,616	29,621	0	125	0	0	0	0	29,746
Democracy and Governance	2	1,029	0	0	0	1,000	0	0	0	1,000
Environmental Services	115	60,063	5,058	247	5,795	4,740	1,675	34,471	0	51,986
Finance	49	123,788	83,892	22,174	0	0	70	17,041	0	123,176
Housing	40	27,155	0	0	0	0	0	24,948	0	24,948
Human Resources - Standard	1	56	56	0	0	0	0	0	0	56
Legal and Property	233	448,592	147,551	53,348	16,860	24,889	34,572	125,949	0	403,169
Regeneration and Development	35	201,014	183,131	9,000	570	558	7,593	0	0	200,852
Revenues recovery Charges	308	14,965	375	300	585	1,530	1,310	10,769	0	14,869
Grand Total	977	1,187,864	684,044	90,576	30,645	38,556	53,448	220,970	380	1,118,619

Commercial Property rents

- 6.2 The commercial rent portfolio forms a large part of the Council's total income and it is important that the Council closely monitors this income stream. A detailed breakdown is included in the table below.

AREA/Zone/Site	Budget for 2014/5	Invoiced to 31/10/2014	Received to 31/10/2014	Forecast Outturn	Forecast Variance
	£	£	£	£	£
Intu	(1,300,000)	(766,055)	(766,055)	(949,300)	350,700
Charter Place	(2,115,100)	(1,399,104)	(1,399,104)	(2,105,000)	10,100
Watford Business Park	(768,000)	(456,662)	(393,344)	(697,800)	70,200
Watford Health Campus/Cardiff Road	(110,000)	(3,945)	(3,945)	(56,000)	54,000
Miscellaneous	(1,093,950)	(833,672)	(724,576)	(1,240,950)	(147,000)
Parks & Leisure	(174,820)	(132,532)	(87,222)	(178,220)	(3,400)
Multi-Story Car Parks (Satellite)	(930,730)	(296,601)	(296,601)	(943,000)	(12,270)
Car Parks (Other)	(24,160)	(20,782)	(18,095)	(24,160)	0
BBC	(61,000)	(45,750)	(45,750)	(61,000)	0
Total	(6,577,760)	(3,955,103)	(3,734,692)	(6,255,430)	322,330

- 6.3 The chart below shows the value of the rent invoiced compared to the rent received for commercial properties. This shows that 94.4% of the rent that has been invoiced in 2014/15 has been received. A more detailed analysis of the outstanding debt can be seen in section Appendix 9.



7 Creditors

- 7.1 The Council has paid 98.5% of undisputed invoices within 30 days. Under government legislation, invoices not paid within 30 days are subject to interest charges (excluding those that are in dispute). To date the Council has not incurred any interest charges.
- 7.2 A breakdown of payments by department at period 7 is shown in the table below.

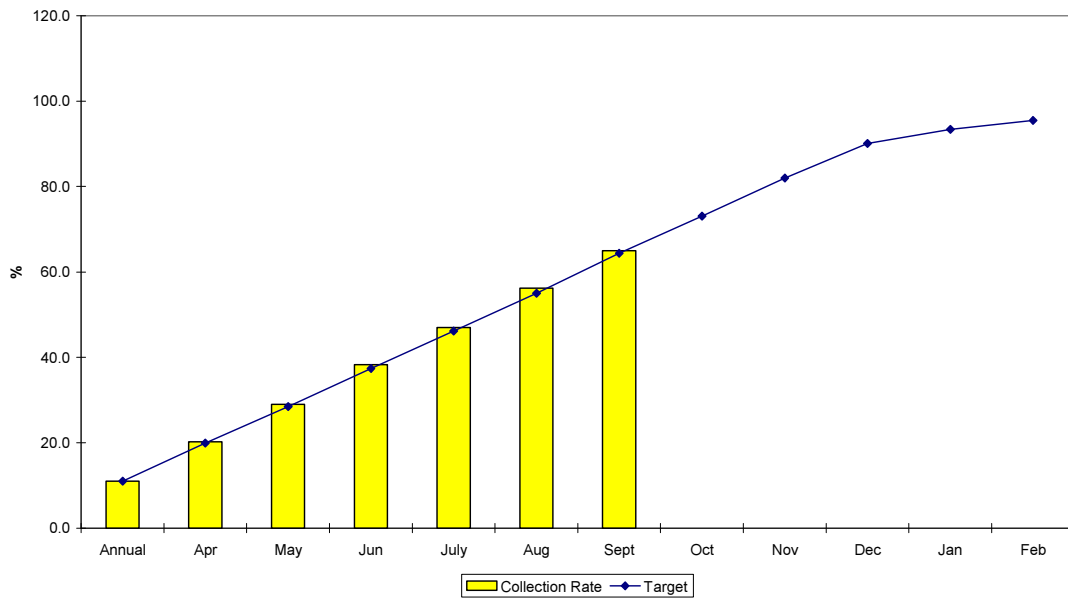
Service Area	Monthly Undisputed Invoices Paid	Late Payments	Payments On Time	% Payments On Time Period 7	% Payments On Time YTD
Corporate Strategy & Client Services	49	1	48	97.96	99.09
Community & Customer Services	119	0	119	100.00	99.10
Democracy & Governance	194	2	192	98.97	98.24
Regeneration & Development	90	0	90	100.00	99.37
Managing Director	1	0	1	100.00	95.00
Shared Services	27	0	27	100.00	95.60
Total	480	3	477	99.38	98.50

- 7.3 The number of payments made by BACS for the month was 97.6%, and for the year to date is 98.54%. This is against a target of 90%.

8 Council Tax and Business Rates Collection

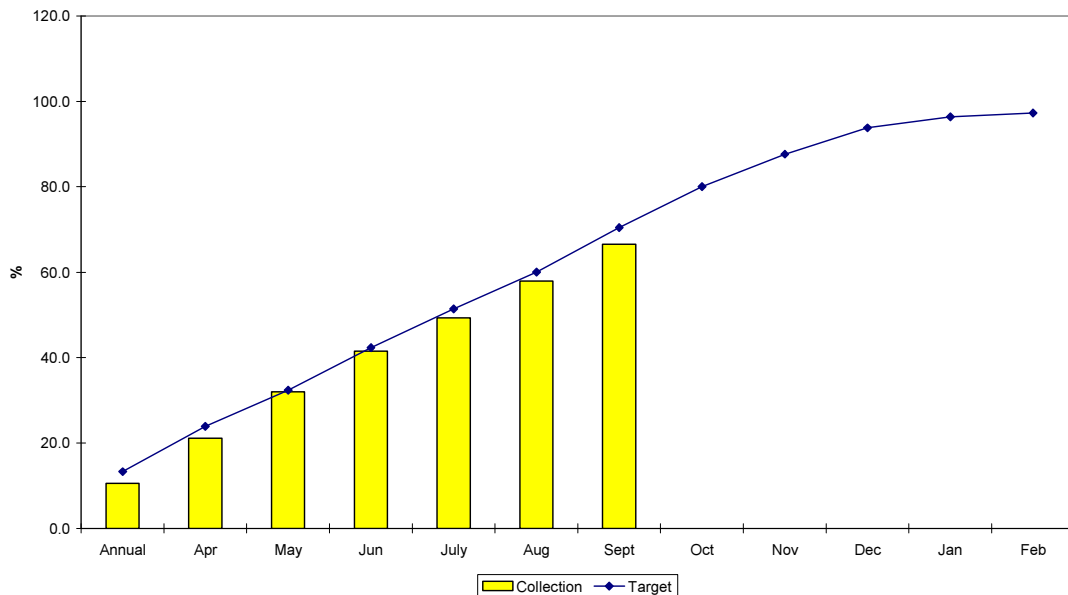
- 8.1 The Council's performance in the collection of Council Tax can be seen in the graph below. This shows that the collection rates for the year are slightly better than the profiled target.

Council Tax Collection Rates



8.2 The Council's performance in relation to business rates is shown below. The graph indicates that the performance is behind target. However, some of this will be due to the target being profiled on previous years cash collection and this year businesses have been allowed to elect to pay business rates over 12 months. This has impacted on our profile.

Business Rates Income Collection



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Summary Revenue Account

The table below shows at summary service level the original 2014/15 budget and variances that have occurred in the year to provide a forecast outturn at 31st October 2014. The reasons for these variances are shown in Appendix 2.

Service Area	2014/15 Original Budget	2014/15 Current Budget	2014/15 Actuals to date	2014/15 Forecast Outturn	Variance Current Budget to Forecast Outturn	2014/15 Previously Reported Variances	2014/15 Forecast Variance Period 7
	£000's	£000's	£000's	£000's	£000's	£000's	£000's
Corporate Strategy & Client Services	8,198	8,275	3,506	7,475	(800)	(778)	(22)
Community & Customer Services	4,993	5,061	1,935	5,137	76	76	0
Democracy & Governance	1,985	2,026	1,685	2,024	(3)	(3)	0
Regeneration & Development	(1,311)	(1,203)	(3,497)	(916)	287	414	(127)
Managing Director	1,017	1,017	130	1,012	(6)	(6)	0
Human Resources	0	40	379	(47)	(87)	(87)	0
Strategic Finance	(288)	(284)	3,354	(396)	(112)	0	(112)
NET EXPENDITURE	14,593	14,932	7,491	14,288	(644)	(383)	(261)
<u>Funded By :-</u>							
Council tax and Government Grants (see appendix 4)	(14,631)	(14,631)	(2,790)	(14,631)	(0)	(0)	375
Surplus / (Deficit) - Transfer to / (from) reserves	38	(301)	0	343	644	383	(114)
NET BUDGET REQUIREMENT	(14,593)	(14,932)		(14,288)	644	383	261

Detailed revenue variances by service area

The tables below show, at sub service level, the reasons for the variances between the current budget and the forecast outturn as at period 7 (October).

Corporate Strategy and Client	2014/15 Original Budget	2014/15 Current Budget	2014/15 Actuals to date	2014/15 Forecast Outturn	Variance Current Budget to Forecast Outturn	2014/15 Previously Reported Variances	2014/15 Forecast Variance Period 7	Reason for variance
	£000's	£000's	£000's	£000's	£000's	£000's	£000's	
Management & Support	0	0	57	(4)	(4)	0	(4)	Reduction in employee expenses
Contract Monitoring	0	0	215	0	0	0	0	
Parks And Open Spaces	1,322	1,419	693	1,399	(19)	0	(19)	Increased income from Hertfordshire County Council (trees and verges)
Leisure	1,608	1,515	(345)	688	(827)	(815)	(12)	Colosseum contract service not needed, Orbital Community Centre management fee budget adjustment and contingency budget for Leavesden Green Community Centre adjustment.
Grants	807	807	523	775	(32)	0	(32)	W3RT agreed budget adjustment, grants (admin and general) efficiency and contingency savings.
Street Cleansing	1,999	1,999	982	1,999	0	0	0	
Waste And Recycling	1,983	2,008	1,000	2,053	45	0	45	Decline in textile, Alternative Financial Model and glass bring banks, increased costs due to new Local Government Pension Scheme rules from 1st April 2014 and increased income from kerbside recycling.
Partnerships & Performance	478	527	383	564	37	37	0	
Total	8,198	8,275	3,506	7,475	(800)	(778)	(22)	

Community and Customer Services	2014/15 Original Budget	2014/15 Current Budget	2014/15 Actuals to date	2014/15 Forecast Outturn	Variance Current Budget to Forecast Outturn	2014/15 Previously Reported Variances	2014/15 Forecast Variance Period 7	Reason for variance
	£000's	£000's	£000's	£000's	£000's	£000's	£000's	
Customer Services	19	31	452	27	(4)	(4)	0	
Housing	1,860	1,895	126	1,977	82	82	0	
Environmental Health & Licensing	1,968	1,980	665	1,977	(4)	(4)	0	
Culture & Play	1,147	1,155	692	1,156	1	1	0	
Total	4,993	5,061	1,935	5,137	76	76	0	

Democracy and Governance	2014/15 Original Budget	2014/15 Current Budget	2014/15 Actuals to date	2014/15 Forecast Outturn	Variance Current Budget to Forecast Outturn	2014/15 Previously Reported Variances	2014/15 Forecast Variance Period 7	Reason for variance
	£000's	£000's	£000's	£000's	£000's	£000's	£000's	
Legal And Democratic	1,809	1,851	917	1,870	19	19	0	
Buildings And Projects	175	175	747	175	0	0	0	
Procurement	0	0	21	(21)	(21)	(21)	0	
Total	1,985	2,026	1,685	2,024	(3)	(3)	0	

Regeneration And Development	2014/15 Original Budget	2014/15 Current Budget	2014/15 Actuals to date	2014/15 Forecast Outturn	Variance Current Budget to Forecast Outturn	2014/15 Previously Reported Variances	2014/15 Forecast Variance Period 7	Reason for variance
	£000's	£000's	£000's	£000's	£000's	£000's	£000's	
Commercial Projects	(5,300)	(5,211)	(3,844)	(4,849)	362	454	(92)	Increase in rent back rent from various tenants. (Note: Palace car park forecast transferred from Charter Place cost centre to Multi Storey Car Parks but this does not affect overall position).
							40	Cessation of administration fees received following closure of Old Market.
Development Section	1,105	1,105	(304)	930	(175)	0	(175)	Increase in volumes of planning application fees.
Policy Team	2,196	2,215	282	2,215	0	0	0	
Economic Development	658	658	325	758	100	0	100	£20k for small projects, funded from the Economic Impact Reserve. £80k for the BID initiative, funded from the Invest to Save Reserve.
Transport And Infrastructure	30	30	43	30	0	0	0	
Total	(1,311)	(1,203)	(3,497)	(916)	287	454	(127)	

Managing Director	2014/15 Original Budget	2014/15 Current Budget	2014/15 Actuals to date	2014/15 Forecast Outturn	Variance Current Budget to Forecast Outturn	2014/15 Previously Reported Variances	2014/15 Forecast Variance Period 7	Reason for variance
	£000's	£000's	£000's	£000's	£000's	£000's	£000's	
Corporate Management	1,017	1,017	130	1,012	(6)	(6)	0	
Total	1,017	1,017	130	1,012	(6)	(6)	0	

Detailed revenue variances by service area

Human Resources	2014/15 Original Budget	2014/15 Current Budget	2014/15 Actuals to date	2014/15 Forecast Outturn	Variance Current Budget to Forecast Outturn	2014/15 Previously Reported Variances	2014/15 Forecast Variance Period 7	Reason for variance
	£000's	£000's	£000's	£000's	£000's	£000's	£000's	
HR Client	0	0	75	(87)	(87)	(87)	0	
HR Shared Services	0	40	304	40	0	0	0	
Total	0	40	379	(47)	(87)	(87)	0	

Strategic Finance	2014/15 Original Budget	2014/15 Current Budget	2014/15 Actuals to date	2014/15 Forecast Outturn	Variance Current Budget to Forecast Outturn	2014/15 Previously Reported Variances	2014/15 Forecast Variance Period 7	Reason for variance
	£000's	£000's	£000's	£000's	£000's	£000's	£000's	
Finance & Resources	169	169	56	169	0	0	0	
Finance Services Client	163	163	(26)	163	0	0	0	
Revenues And Benefits Client	2,123	2,123	2,473	2,123	0	0	0	
Corporate Costs	3,565	3,565	(7)	3,440	(125)	0	(125)	Savings on utilities and insurance
Finance Shared Service	0	0	0	0	0	0	0	
Revs & Bens Shared Service	0	0	39	0	0	0	0	
ICT Service	0	4	820	17	13	17	(4)	Watford share of saving on Capita contract and increase for agency staff (agreed 3rd April 2014), professional fees, software licences. Also ICT procurement proposal of £20k, funded from Invest to Save Reserve.
Adjustments Under Statute	(6,309)	(6,309)	0	(6,309)	0	0	17	Increase in client costs for Uniform and CRM (£17k)
Total	(288)	(284)	3,354	(396)	(112)	17	(112)	

Salary Analysis

Appendix 3

Employees represent one of the highest revenue expenditure items for the Council. The table below shows the total direct employee costs (salaries, superannuation, national insurance etc.) at service level and variances between the current budget and the forecast outturn as at period 7 (October).

Service Area	2014/15 Original Budget	2014/15 Current Budget	2014/15 Actuals to date	2014/15 Forecast Outturn	2014/15 Variance Current Budget to Forecast Outturn	2014/15 Previously Reported Variances	2014/15 Variance Period 7 Outturn	Reason for variance
	£000's	£000's	£000's	£000's	£000's	£000's	£000's	
Corporate Strategy & Client Services	801	823	464	845	22	22	22	Funding for salaries of staff at Centrepoint Community Centre, which has been brought back in-house, transferred from Management Fees budget. This change reflect a virement from supplies and services to the salaries code. There is not impact on the overall budget.
Community & Customer Services	3,451	3,478	1,949	3,478	0	26	0	
Democracy & Governance	1,535	1,535	933	1,535	0	0	0	
Regeneration & Development	2,528	2,528	1,381	2,528	0	0	0	
Managing Director	212	212	119	212	0	0	0	
Human Resources	16	16	0	3	(13)	(13)	0	
Strategic Finance	(43)	(43)	84	(43)	0	0	0	
Consultancy	103	153	144	224	71	121	0	
Total	8,603	8,701	5,073	8,782	80	157	22	

Funding Analysis

This table shows the individual funding streams that support the Council's revenue budget.

Funding Stream	2014/15 Original Budget	2014/15 Current Budget	2014/15 Actuals to date	2014/15 Forecast Outturn	2014/15 Variance Current Budget to Forecast Outturn	2014/15 Previously Reported Variances	2014/15 Variance Period 7 Outturn	2014/15 Variance Period 7 Outturn
	£000's	£000's	£000's	£000's	£000's	£000's	£000's	
Government Grants								
Revenue Support Grant	(2,575)	(2,575)	(1,130)	(2,575)	0	0	0	
Redistributed Business Rates	(2,331)	(2,331)	0	(2,331)	0	0	0	
Council Tax Receipts	(7,523)	(7,523)	0	(7,523)	0	0	0	
Other Government Funding								
Council Tax Freeze Grant	(369)	(369)	(58)	(369)	0	0	0	
Homeless Grant	(276)	(276)	0	(276)	0	0	0	
Funding-New Homes Bonus	(1,731)	(1,731)	(1,602)	(1,731)	0	0	0	
Funding-Business Rate Reduction/(Growth)	175	175	0	175	(0)	(0)	375	Business rates income continues to fluctuate. And the projected income has now reduced.
Total	(14,631)	(14,631)	(2,790)	(14,631)	(0)	(0)	375	

Key Financial Risk Areas

The Council is exposed to risks in certain key areas. These risks include economic conditions, demographics and dependency on demand. The table below shows those risks that are closely monitored each month.

Service Area	2014/15 Original Budget	2014/15 Current Budget	2014/15 Actuals to date	2014/15 Forecast Outturn	2014/15 Variance Current Budget to Forecast Outturn	2014/15 Previously Reported Variances	2014/15 Variance Period 7 Outturn	
	£000's	£000's	£000's	£000's	£000's	£000's	£000's	
Parks, Street & Waste Services	5,652	5,652	2,801	5,652	0	0	0	
Kerbside Recycling Income	(457)	(457)	(57)	(457)	0	0	0	
Homelessness Spend (net)	110	110	125	150	40	40	0	
Development Control Fee Income	(297)	(297)	(450)	(472)	(175)	0	(175)	Increase in voumes of planning application fees
Building Control Fee Income	(198)	(198)	(162)	(198)	0	0	0	
Land Charges Fee Income	(80)	(80)	(64)	(80)	0	0	0	
Investment Interest	(240)	(240)	(120)	(240)	0	0	0	
Commercial rent income	(6,578)	(6,578)	(3,735)	(6,255)	323	414	(91)	Net increase in rent predominately back rent from various tenants

2014/15

Description	Bal B/F as @ 1-Apr-2014	In year movement to Period 6	Movement his Month	Movement in Year	Forecast Bal as @ 31-Mar-2015
General Fund Working Balance	-1,350,000	0	0	0	-1,350,000
REVENUE					
Capital Financing Reserves					
Multi-Storey Car Pk Rep Reserve	-181,000	0		0	-181,000
Leisure Structured Maintenance Reserve	-423,000	0		0	-423,000
Earmarked Reserves					
Car Parking Zones Reserve	-630,000	0		0	-630,000
Charter Place Tenants Reserve	-160,000	0		0	-160,000
Le Marie Centre Repair Reserve	-12,000	0		0	-12,000
Rent Deposit Guarantee Scheme	-100,000	0		0	-100,000
Homeless Prevention Reserve	-113,000	0		0	-113,000
Budget Carry Forwards Reserve	-339,000	339,000		339,000	0
Climate Change Reserve	-57,000	0		0	-57,000
Recycling Reserve	0	0		0	0
NNDR Collection Fund Reserve	-4,661,000	0		0	-4,661,000
Parks Waste & street Strategy	-60,000	0		0	-60,000
General Reserves					
Exam In Public - LDF Reserve	-233,000	0		0	-233,000
Housing Benefit Subsidy Reserve	-996,000	0		0	-996,000
Invest To Save Reserve	-839,000	97,790	80,000	177,790	-661,210
Future Pension Funding Reserve	-2,249,000	0		0	-2,249,000
Insurance Fund Reserve	0	0		0	0
LA Business Growth Incentive Reserve	-570,000	25,000		25,000	-545,000
Area Based Grant Reserve	-85,000	0		0	-85,000
Performance Reward Grant Resrv	-32,000	0		0	-32,000
Housing & PDG Reserve	-266,000	0		0	-266,000
Economic Impact Reserve	-1,927,000	-616,150	34,170	-581,980	-2,508,980
High Street Inovation Reserve	-90,000	50,000		50,000	-40,000
PRG Capital Grants-One Watford Reserve	-191,000	0		0	-191,000
Revenue Reserves including General Fund Balance	-15,564,000	-104,360	114,170	9,810	-15,554,190

Treasury Management Performance

The Council held £34.9m of investments at 31st October of which £4.9m was invested from a loan of £6.0m from Growing Places with regard to the Watford Health Campus Partnership. The Council has invested this loan with the Debt Management Office which guarantees full security of funds placed with them.

The performance of the Council's treasury management strategy up to 31st October excluding the investment of £4.9m above shows an average annualised return on investments of 0.58% against a benchmark rate of 0.62%

The forecast for interest receivable remains unchanged at £240k for 2014/15.

Creditor Payment Monitoring @ Period 7 (October 2014)

The Council paid 98.50% of undisputed invoices within 30 days against a target of 100%. Under government legislation, invoices not paid within 30 days are subject to interest charges (excluding those invoices that are in dispute). To date, the Council has not incurred any interest charges.

The number of payments made by BACS for the month was 97.60% (cumulative figure is 98.54%) against a target of 90%.

Creditor Payment Monitoring Statistics By Service Area

Service Area	Monthly Undisputed Invoices Paid	Late Payments	Payments On Time	% Payments On Time Period 7	% Payments On Time YTD
Corporate Strategy & Client Services	49	1	48	97.96	99.09
Community & Customer Services	119	0	119	100.00	99.10
Democracy & Governance	194	2	192	98.97	98.24
Regeneration and Development	90	0	90	100.00	99.37
Managing Director	1	0	1	100.00	95.00
Shared Services	27	0	27	100.00	95.60
Total	480	3	477	99.38	98.50

The table below shows the amounts raised and collected from 1st April to 31st October by service areas.

The total outstanding at 31st October was £1.1M, representing 13% of the total raised.

Service Area	No. of Invoices	Invoices outstanding by age of debt							Grand Total
		0 - 1 month	2 - 3 months	4 - 6 months	7 - 9 months	10 - 12 months	over 12 months	instalment plan	
		£	£	£	£	£	£	£	
Community Services	185	234,361	4,366	4,431	5,839	8,227	7,793	380	265,397
Corporate Management	3	0	1,140	2,280	0	0	0	0	3,420
Corporate Services	6	29,621	0	125	0	0	0	0	29,746
Democracy and Governance	2	0	0	0	1,000	0	0	0	1,000
Environmental Services	115	5,058	247	5,795	4,740	1,675	34,471	0	51,986
Finance	49	83,892	22,174	0	0	70	17,041	0	123,176
Housing	40	0	0	0	0	0	24,948	0	24,948
Human Resources - Standard	1	56	0	0	0	0	0	0	56
Legal and Property	233	147,551	53,348	16,860	24,889	34,572	125,949	0	403,169
Regeneration and Development	35	183,131	9,000	570	558	7,593	0	0	200,852
Revenues recovery Charges	308	375	300	585	1,530	1,310	10,769	0	14,869
Grand Total	977	684,044	90,576	30,645	38,556	53,448	220,970	380	1,118,619

Commercial Property Rents**Appendix 10**

The Commercial rent portfolio forms a large part of the Council's total income (approximately 33%). Therefore it is essential that the Council closely monitors this income stream.

	Budget for 2014/5	Invoiced to 31/10/2014	Received to 31/10/2014	Forecast Outturn	Forecast Variance
AREA/Zone/Site	£	£	£	£	£
Intu	(1,300,000)	(766,055)	(766,055)	(949,300)	350,700
Charter Place	(2,115,100)	(1,399,104)	(1,399,104)	(2,105,000)	10,100
Watford Business Park	(768,000)	(456,662)	(393,344)	(697,800)	70,200
Watford Health Campus/Cardiff Road	(110,000)	(3,945)	(3,945)	(56,000)	54,000
Miscellaneous	(1,093,950)	(833,672)	(724,576)	(1,240,950)	(147,000)
Parks & Leisure	(174,820)	(132,532)	(87,222)	(178,220)	(3,400)
Multi-Story Car Parks (Satellite)	(930,730)	(296,601)	(296,601)	(943,000)	(12,270)
Car Parks (Other)	(24,160)	(20,782)	(18,095)	(24,160)	0
BBC	(61,000)	(45,750)	(45,750)	(61,000)	0
Total	(6,577,760)	(3,955,103)	(3,734,692)	(6,255,430)	322,330

The Council monitors these performance indicators as part of Managing the Business.

Reference	Description													
RB 1	Council Tax Collection													
Indicator Definition	Percentage of current year council tax collected in year													
		Annual	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
Watford	Target	95.5	11.0	19.9	28.5	37.4	46.2	55.0	64.4	73.1	82.0	90.1	93.4	95.5
	2013/14 Actual	95.5	11.0	19.9	28.5	37.4	46.2	55.0	64.4	73.1	82.0	90.1	93.4	95.5
	2014/15 Actual		11.0	20.2	29.0	38.3	47.0	56.2	65.0					
	Target Achieved?		😊	😊	😊	😊	😊	😊	😊					
	Direction of Travel		↔	↑	↑	↑	↑	↑	↑					
Comment on Performance														

Reference	Description													
RB 2	NNDR Collection													
Indicator Definition	Percentage of current year national non-domestic rates collected in year													
		Annual	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar
Watford	Target	97.3	13.3	23.9	32.4	42.3	51.4	60.0	70.4	80.1	87.6	93.8	96.4	97.3
	2013/14 Actual	97.3	13.3	23.9	32.4	42.3	51.4	60.0	70.4	80.1	87.6	93.8	96.4	97.3
	2014/15 Actual		10.6	21.1	32.0	41.5	49.3	57.9	66.5					
	Target Achieved?		😞	😞	😞	😞	😞	😞	😞					
	Direction of Travel		↓	↓	↓	↓	↓	↓	↓					
Comment on Performance														

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