

COMMUNITY SERVICES COMMITTEE
THURSDAY, 17TH MARCH, 2022 AT 7.30 PM

Supplementary Agenda

To all members of Community Services Committee: The following papers, which were not available for dispatch with the agenda, are attached. Please bring them with you to the meeting:-

Agenda No Item

6. **Community Services Committee - 2022/23 Budget – Tranche 2 Pressure and Savings Distribution** (Pages 3 - 24)

Yours faithfully,

David Ford

Chief Executive

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2022/23 Tranche 2 budget (Community Services)

Community Services Committee – 17th March 2022

Report of: Anna D’Alessandro – Chief Finance Officer (Section 151)
Purpose: To approve the Tranche 2 Budget Report for 2022/23
Publication status: Unrestricted
Wards affected: All

Executive Summary:

On 10th February 2022, Council approved the 2022/23 Final Budget Report and Medium-Term Financial Strategy (MTFS) to 2023/24 which sets out the Council’s strategy for financial recovery and the development of sustainable medium-term financial plans. This report set out that savings and pressures were going to be allocated in 3 Tranches. Tranche 1 was allocated as part of the January cycle of reports and approved by Full Council.

This report sets out the allocation of Tranche 2 pressures for the Community Services Committee.

This report supports the Council’s priority of: Building a better Council.

Contact officer: Anna D’Alessandro – Chief Finance Officer (Section 151)
adalessandro@tandridge.gov.uk

Recommendations to Committee:

That:

- A. subject to further consideration by the Strategy & Resources Committee on the 7th April 2022 regarding the overall allocation of Tranche 2 pressures and savings, the revised 2022/23 net budget for the Community Services Committee at **Appendix A** be approved; and
- B. the uplifted Fees & Charges for the Community Services Committee (**Appendix B**) be approved.

Reason for recommendation:

This report builds on the papers presented Council on 10th February 2022, where it was outlined that committees would, in March and April, approve the distribution of the Tranche 2 pressures and the subsequent committee budgets for 2022/23.

1. Introduction

- 1.1. On 10th February 2022, Council approved the 2022/23 Final Budget Report and Medium-Term Financial Strategy (MTFS) to 2023/24, which set out the Council's strategy for financial recovery and the development of sustainable medium-term financial plans.
- 1.2. The Council adopted a 'Twin Track' approach to developing its financial plans in response to these challenges. Track 1 focussed on delivering a balanced budget for 2022/23, whilst Track 2 simultaneously sought to address pressures over the medium-term.
- 1.3. Given capacity constraints in Finance and across the Council at the time, we took a pragmatic approach to the distribution of pressures and savings for January committees and February Council, meaning that some pressures and savings were held in Corporate Items pending distribution. These amounts are referred to as Tranche 2 and Tranche 3. This budget paper presents the distribution of Tranche 2, which includes savings and pressures for Community Services, as set out in section 3 below.

2. General Fund - Revenue Budget Process to Date

- 2.1. **The 2022/23 Revenue budget is balanced without the use of Reserves.**
- 2.2. As detailed within the January and February budget papers, the distribution of budgets to Committees is being undertaken in tranches:
 - **February 2022 Council - Tranche 1:** The pressures set out in detail in the January Committee reports. These are the pressures which were straightforward and simple to allocate.
 - **March / April 2022 Committee cycle - Tranche 2:** The distribution of these pressures is brought to this Committee for approval:
 - **£367k of pressures** comprising £193k of staffing increments, and £174k of contract inflation; and
 - **£200k of vacancy factor savings**

- **June 2022 committee cycle - Tranche 3:** The more complex **cross-cutting savings totalling £450k**, which will require Service Reviews and business cases to be undertaken to ensure accurate distribution to Committees. These savings include £200k enabling services/back-office review, £150k of Twin Track accelerated savings in 2022/23, £25k of review of staffing increments, pay award and terms and conditions and £75k of ensuring best value for external spend.
- 2.3. As part of proposed Financial Regulations (Strategy & Resources to recommend to Council in April 2022), budget accountability statements will be produced. Budget Accountability Statements:
- are addressed to the Budget Accountable Officer (Senior Officers), from the Chief Finance Officer;
 - request that the Budget Accountable Officer acknowledges the statement by a defined date (usually three weeks from distribution); acknowledgement returns are monitored by Corporate Finance. The Management Team is regularly updated on progress;
 - summarise the financial strategy and direction;
 - recap the roles and responsibilities of the Budget Accountable Officer (Senior Officers) that is within the Internal Business and Finance Agreement; and
 - outline in financial terms the revenue and capital budgets for each Budget Accountable Officer for 2022/23.

3. Tranche 2 Budget Distribution

- 3.1. Tranche 2 distributes the inflation, salary increment and National Insurance (Social Care Levy) pressures. Corporately, these total **£367k of pressures** comprising £193k of staffing increments, and £174k of inflation. Community Service's share is set out below. Further budget details in **Appendix A**

Table 1: Budget distribution reflecting Tranche 2

	Community Services
	£k
Budgets as at 10/2/2022	3,975
Virements	(31)
Tranche 2 - Pressures	147
Tranche 2 - Savings	(41)
Movement	75
Tranche 2 Revenue Budget	4,051

4. Fees & Charges

- 4.1. Charges for services for a key part of the mechanism for financing local services. In simple terms income from fees and charges offsets the cost of the service. If income from charging does not fully offset costs, then the Council Taxpayer must pay for the difference.
- 4.2. It is therefore important that charges are regularly reviewed and assessed to reflect the Council's corporate priorities and are increased annually to take account of inflation, demand and any other appropriate factors particular to individual charges. 2022/23 will be a challenging year with ongoing uncertainty relating to the pandemic. This is all exacerbated by the significant uncertainty with funding from Central Government over the medium-term. The Spending Review and the provisional settlement has only provided us with surety for one year.
- 4.3. There are a number of charges that are set externally over which the Council has no control to alter. This restricts the Council's ability to raise additional income and therefore the fees and charges set by statute are not required to be approved by this Committee.
- 4.4. Community Services fees & charges that are discretionary have been reviewed and where appropriate have been uplifted by inflation. Where we believe the fees & charges have been historically charged below the market rate we have uplifted by more than inflation.
- 4.5. **Appendix B** outlines the uplifted fees and charges.

5. Comments of the Chief Finance Officer (s151)

- 5.1. Further to the approval of the 2022/23 Budget by Full Council on 10th February (including the approval of Tranche 1 pressures) this report sets out the allocation of Tranche 2 pressures to the Community Services Committee which is directly due to the increments of Community Services staff. It is important to note that Tranche 2 savings have not been applied to this Committee and neither will Tranche 3 savings. Given the difficulty facing the service over the last couple of years, and the transformation journey on which it has embarked, it felt prudent to not set savings targets for this Committee in 2022/23. Transformation is expected to be undertaken over the course of the next 18 months, at which point the service should be in a better position to start to realise the benefits of the investment.
- 5.2. As stated in this report, it is imperative that the budget is delivered as stated for 2022/23 and Budget Accountability Statements are signed in acknowledgement. Training will be provided to all budget holders over the coming months to ensure they are familiar with and can undertake their roles as accountable budget managers and live within their budget envelope.

6. Comments of the Head of Legal Services

- 6.1. It is essential, as a matter of prudence, that the financial position of services continues to be closely monitored. In particular, Members must satisfy themselves that sufficient mechanisms are in place to ensure both that savings are delivered and that new expenditure is contained within the available resources. Accordingly, any proposals put forward must identify the realistic measures and mechanisms to produce those savings.
- 6.2. Under S28 of the Local Government Act 2003, a local authority must review its budget calculations from time to time during the financial year and take appropriate action if there is any deterioration in its budget. This report satisfies this statutory requirement.

7. Equality

- 7.1. The Council has specific responsibilities under the Equality Act 2010 and Public Sector Equality Duty. Part of this is to ensure that the potential effects of decisions on those protected by the equalities legislation are considered prior to any decision being made.
- 7.2. Section 149 of the Equality Act 2010, provides that a public authority must, in the exercise of its functions, have due regard to the need to:
 - eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the EA;
 - advance equality of opportunity between persons who share a relevant protected characteristic (as defined by the EA) and persons who do not share it;
 - foster good relations between persons who share a relevant protected characteristic and persons who do not share it.
- 7.3. The three parts of the duty applies to the following protected characteristics: age, disability, gender reassignment, pregnancy/maternity, race, religion/faith, sex and sexual orientation. Marriage and civil partnership status applies to the first part of the duty.
- 7.4. Members should have due regard to the public-sector equality duty when making their decisions. The equalities duties are continuing duties they are not duties to secure a particular outcome.
- 7.5. The Officers have reviewed their budget changes against the initial equalities screening tool. This has highlighted and concluded that all of savings within the 2022/23 budget will not have any direct effect on residents or service delivery (such as removal of vacant posts, renegotiation of contracts and Reserve adjustments).
- 7.6. The outcome of this is that the budgetary changes have no negative or positive impact on protected characteristics and residents. However, the Council will continually monitor the effect of the budget-setting process and decision-making by using equality impact assessments.

8. Climate Change implications

- 8.1. There are no direct impacts on environmental aspects in this budget report. Climate change implications will be assessed as part of any changes to Service provision through a business case process.

9. Appendices

Appendix A – Overall & Committee Revenue Budget 2022/23

Appendix B – Fees & Charges 2022/23

Appendix C – Glossary of Terms

10. Background papers

2nd Dec Strategy & Resources – 2022/23 Draft Budget & MTFs to 2023/24

18th Jan Community Services – Outline Final Budget

1st Feb Strategy & Resources - Outline Final Budget

10th Feb Council – Final Budget

Appendix A - Revenue Budget 2022/23

Community Services Budget

	2021/22	2022/23	Movement £k	2022/23
	Updated Annual Budget £k	Tranche 1 Budget £k		Tranche 2 Budget £k
Salaries				
Car Parking-On Street	(100)	(14)	0	(14)
Car Parking-Off Street	(64)	(25)	7	(18)
Hackney Carriage/Private Hire	(18)	(18)	(1)	(19)
Leisure & Community Grants	290	290	0	290
Waste Services	2,263	2,117	134	2,251
Environmental Services	282	266	(5)	261
Cesspool Services	(36)	(36)	(1)	(37)
All Operational Services	(77)	(57)	(24)	(81)
Parks and Open Spaces	815	834	7	841
Streets & Public Conveniences	638	618	(41)	577
				0
Community Services	3,993	3,975	76	4,051

	Tranche 2:			
	Pay £k	Non Pay £k	Income £k	Net Budget £k
Organisational:				
Car Parking-On Street		106	(120)	(14)
Car Parking-Off Street		176	(194)	(18)
Hackney Carriage/Private Hire		69	(88)	(19)
Leisure & Community Grants		310	(20)	290
Waste Services	271	3,168	(1,188)	2,251
Environmental Services		392	(131)	261
Cesspool Services	72	148	(257)	(37)
All Operational Services	75	156	(312)	(81)
Parks and Open Spaces	335	856	(350)	841
Streets & Public Conveniences	556	259	(238)	577
Community Services	1,309	5,640	(2,898)	4,051

Note: Whilst updating the pay budgets, some posts have been aligned to reflect the current structure

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Community Services - Fees & Charges 2022-23

APPENDIX B

Community Services - Fees & Charges	Gross Charges (incl VAT if applicable) Current Charges 2021-22 £	Proposed Gross Charges (incl VAT if applicable) 2022-23 £	Percentage Increase 2022/23 %	Budgeted Income 2021-22 £	Proposed Budget 2022-23 £	Statutory /Discretionary Service
Proposed - Car Park Fees						
Ellice Road, Oxted						
Mon - Fri 0 – 2 Hours	Free	Free	Free			
Mon - Fri 2 hrs – 3 Hours	3.00	3.00	0.0%			
Mon - Fri 3 hrs – 4 Hours	4.50	4.50	0.0%			
Mon - Fri >4 Hours	6.50	6.50	0.0%			
Saturday, Sunday & Bank Holidays	Free	Free	0.0%			
Long Term Permits p.a	546.50	546.50	0.0%			
				171,000	132,000	D
Council Office, Oxted						
Long Term Permits p.a	546.50	546.50	0.0%			
Station Road, Whyteleafe - Upper Level						
0-3 Hours						
3-4 Hours	1.20	1.20	0.0%			
4-5 Hours	2.60	2.60	0.0%			
5-6 Hours	3.70	3.70	0.0%			
Long Term Permits p.a	290.50	290.50	0.0%			
Mill Lane - Commuter Car Park						
Long Term Permits p.a	290.50	290.50	0.0%			
Hill View - Caterham						
Long Term Permits p.a	290.50	290.50	0.0%			

Community Services - Fees & Charges	Gross Charges (incl VAT if applicable) Current Charges 2021-22 £	Proposed Gross Charges (incl VAT if applicable) 2022-23 £	Percentage Increase 2022/23 %	Budgeted Income 2021-22 £	Proposed Budget 2022-23 £	Statutory /Discretionary Service
Woldingham Road, Woldingham						
Before 9:15	4.00	4.00	0.0%			
After 9:15	2.10	2.10	0.0%	12,000	12,000	D
Gun Pit Road, Lingfield						
0-3 Hours	Free	Free	Free			
3-4 Hours	1.20	1.20	0.0%			
4-5 Hours	2.60	2.60	0.0%			
5-6 Hours	3.70	3.70	0.0%			
Long Term Permits p.a	290.50	290.50	0.0%			
Town End, Caterham						
0-3 Hours						
3-4 Hours	1.20	1.20	0.0%			
4-5 Hours	2.60	2.60	0.0%			
5-6 Hours	3.70	3.70	0.0%			
Long Term Permits p.a	290.50	290.50	0.0%			
Whyteleafe Recreation Ground						
Free stay limited to 3 hours						
Long Term Permits p.a	290.50	290.50	0.0%			
Warlingham Green & Manor Park, Whyteleafe						
Free stay limited to 3 hours	Free	Free	0.0%			
Infringements - District Wide (Statutory Charges as at 2018/19)						
Penalty Notices (Fees set by Government)						
If paid within 14 working days						
General Parking (Fees set by Government)))	
If paid within 14 working days))	
No Permit (Fees set by Government)))	
If paid within 14 working days))	
Total Long Term Permits Budget information				33,600	33,600	D
Penalty Charge Notices - Off Street				16,500	16,500	D
Penalty Charge Notices - On Street				206,000	120,000	S
Total Car Parking Income				439,100	314,100	

Community Services - Fees & Charges	Gross Charges (incl VAT if applicable) Current Charges 2021-22 £	Proposed Gross Charges (incl VAT if applicable) 2022-23 £	Percentage Increase 2022/23 %	Budgeted Income 2021-22 £	Proposed Budget 2022-23 £	Statutory /Discretionary Service
Cemetery Fees						
Interments						
Additional space in a purchased grave For one 183cm (6ft)						
Parishioner	582.00	606.50	4.2%			
< 7 Year Parishioner	1,165.00	1,214.00	4.2%			
Non Parishioner	1,735.00	1,808.00	4.2%			
For two 244cm (8ft)						
Parishioner	663.00	691.00	4.2%			
< 7 Year Parishioner	1,325.00	1,381.00	4.2%			
Non Parishioner	1,990.00	2,074.00	4.2%			
Interment of cremated remains in a previously purchased grave						
Parishioner	163.00	170.00	4.3%			
< 7 Year Parishioner	326.50	340.00	4.1%			
Non Parishioner	490.00	511.00	4.3%			
New Burial Plots						
For two 244cm (8ft)	1,990.00	2,074.00	4.2%			
Cremated Remains						
Purchase of plot for cremated remains (for 1,2, or 3 sets) Including the right to place a 30cm square memorial set flush to the ground and first inscription						
Parishioner	326.50	340.50	4.3%			
< 7 Year Parishioner	653.00	680.50	4.2%			
Non Parishioner	985.00	1,026.00	4.2%			
Interment of cremated remains						
Parishioner	163.00	170.00	4.3%			
< 7 Year Parishioner	326.50	340.00	4.1%			
Non Parishioner	490.00	511.00	4.3%			

Community Services - Fees & Charges	Gross Charges (incl VAT if applicable) Current Charges 2021-22 £	Proposed Gross Charges (incl VAT if applicable) 2022-23 £	Percentage Increase 2022/23 %	Budgeted Income 2021-22 £	Proposed Budget 2022-23 £	Statutory /Discretionary Service
Additional inscription on cremated plots						
Parishioner	41.00	42.75	4.3%			
< 7 Year Parishioner	81.50	85.00	4.3%			
Non Parishioner	122.50	127.50	4.1%			
The right to erect or place a Memorial on a purchased grave not exceeding 198X76X46cm (6'6L X 2'6W X18"H) with inscription						
Parishioner	240.00	250.00	4.2%			
< 7 Year Parishioner	480.00	500.00	4.2%			
Non Parishioner	715.00	745.00	4.2%			
extra for memorials exceeding 46cm (18") in height per 30cms (12") or part						
Parishioner	163.00	170.00	4.3%			
< 7 Year Parishioner	326.50	340.00	4.1%			
Non Parishioner	490.00	511.00	4.3%			
Each addition to the original memorial						
Parishioner	41.00	42.75	4.3%			
< 7 Year Parishioner	81.50	85.00	4.3%			
Non Parishioner	122.50	127.50	4.1%			
Scattering of Ashes in Garden of Remembrance	66.50	69.25	4.1%			
Total Budgeted Income Cemetery				22,700	23,700	D

Community Services - Fees & Charges	Gross Charges (incl VAT if applicable) Current Charges 2021-22 £	Proposed Gross Charges (incl VAT if applicable) 2022-23 £	Percentage Increase 2022/23 %	Budgeted Income 2021-22 £	Proposed Budget 2022-23 £	Statutory /Discretionary Service
Cesspool Charges						
Up to 1000 gals	120.50	125.50	4.1%			
1000 to 2000 gals	194.00	202.00	4.1%			
2000 to 3000 gals	276.00	288.00	4.3%			
3000 to 4000 gals	367.00	382.00	4.1%			
More than 4000 gals, charge per 1000 gals (or part there of)	90.00	94.00	4.4%			
Pipe lays requiring over 12 pipes, charge per pipe	4.60	4.80	4.3%			
Emergency Service - Normal Working Hours (within 2 days, subject to availability)						
Up to 1000 gals	188.50	196.50	4.2%			
1000 to 2000 gals	306.00	319.00	4.2%			
2000 to 3000 gals	449.00	468.00	4.2%			
Obstructed Access - Abort Charge	71.50	74.50	4.2%			
Additional Operative Charge	51.00	53.25	4.4%			
Charge per hour after first hour	102.00	106.50	4.4%			
Total Budgeted Income Cesspool				257,000	257,000	D
Allotment Rents per 250 sq.m	79.00	80.50	1.9%	10,000	10,000	D

Community Services - Fees & Charges	Gross Charges (incl VAT if applicable) Current Charges 2021-22 £	Proposed Gross Charges (incl VAT if applicable) 2022-23 £	Percentage Increase 2022/23 %	Budgeted Income 2021-22 £	Proposed Budget 2022-23 £	Statutory /Discretionary Service
<u>Hackney Carriage Fees</u>						
See note below.						
Hackney Carriage Drivers Badge	107.50	112.00	4.2%			
Hackney Vehicles	374.00	390.00	4.3%			
Knowledge Test- Initial	78.00	81.25	4.2%			
Knowledge Test- Subsequent Tests	42.50	44.25	4.1%			
Missed appointments	24.50	25.50	4.1%			
Private Hire Operators Licence 1-5 Vehicles	146.00	152.00	4.1%			
Private Hire Operators Licence 6-15 Vehicles	234.50	244.00	4.1%			
Private Hire Badge	74.50	77.75	4.4%			
Private Hire Vehicles	286.00	298.00	4.2%			
Change of vehicle during the plating year	69.00	72.00	4.3%			
Replacement vehicle (motorcycle) plates	20.50	21.50	4.9%			
Replacement driver's badge	7.65	8.00	4.6%			
Vehicle ReTest Fee	24.00	25.00	4.2%			
Total Budgeted Income Hackney Carriages				87,600	87,600	D
<u>Fees set by Government (for information only)</u>						
Authorised processes (Env Protection Act 1990)				7,300	7,300	S
Lotteries - initial fee						
Lotteries - subsequent annual fee						
Alcohol and Entertainment (Licensing Act 2003)				78,900	78,900	S
Amusements with Prizes (cash)						
Gambling Act - Up to a Statutory Maximum				13,600	13,600	D

Community Services - Fees & Charges	Gross Charges (incl VAT if applicable) Current Charges 2021-22 £	Proposed Gross Charges (incl VAT if applicable) 2022-23 £	Percentage Increase 2022/23 %	Budgeted Income 2021-22 £	Proposed Budget 2022-23 £	Statutory /Discretionary Service
Environmental Health						
Street Trading (12 Months)	791.00	824.00	4.2%	30,800	30,800	D
Street Trading (6 Months)	445.00	464.00	4.3%			D
Animal Boarding Establishment	300.00	313.00	4.3%			
Home Boarding	288.00	300.00	4.2%			
Doggy day care	288.00	300.00	4.2%			
Selling animals as pets	300.00	313.00	4.3%			
Dog breeding	300.00	313.00	4.3%			
Hiring out of horses	300.00	313.00	4.3%			
Animals for exhibition	300.00	313.00	4.3%			
Dangerous Wild Animals	287.00	299.00	4.2%			
Breeding of Dogs Establishment	184.00	192.00	4.3%			
Zoo Licences	573.00	597.00	4.2%			
1 Month Temporary Licence	71.00	74.00	4.2%			
Dog Control Return Fee	105.00	109.50	4.3%	0	0	D
Disconnection of Burglar/Car Alarms	216.00	225.00	4.2%	600	600	D
Contaminated Land Search/Enquiry						
Domestic Premises (per hour)	59.00	61.50	4.2%	0	0	D
Commercial Premises (per hour)	122.00	127.00	4.1%	0	0	

Community Services - Fees & Charges	Gross Charges (incl VAT if applicable) Current Charges 2021-22 £	Proposed Gross Charges (incl VAT if applicable) 2022-23 £	Percentage Increase 2022/23 %	Budgeted Income 2021-22 £	Proposed Budget 2022-23 £	Statutory /Discretionary Service
Scrap Metal Dealers Act				0	0	D
Site licence renewal	423.00	441.00	4.3%			
Site licence variation to collector licence	182.00	190.00	4.4%			
Collector licence renewal	302.00	315.00	4.3%			
Collector licence variation to site licence	182.00	190.00	4.4%			
Change of name of licensee of site licence	60.00	62.50	4.2%			
Change of identity of sites in the authority's area contained in the licence	121.00	126.00	4.1%			
Change of site manager at each site	121.00	126.00	4.1%			
Change of collector's name	60.00	62.50	4.2%			
Copy of licence	31.00	32.25	4.0%			
Electrolysis, Acupuncture & Tattooing						
Persons	154.00	160.50	4.2%			
Premises	281.00	293.00	4.3%	0	0	D
Piercing / Temporary Tattoos						
Persons	154.00	160.50	4.2%			
Premises	281.00	293.00	4.3%			
Sex Shop	8,979.00	8,979.00	0.0%			
Total Budgeted Income Premises Licenses & other various Environmental Licenses				131,200	131,200	
Queens Park Pavilion Charges						
Badminton - per hour	12.50	13.00	4.0%			
Other Indoor Sports - per hour	23.00	24.00	4.3%			
10 or more bookings	19.50	20.25	3.8%			
Community Hire - per hour	23.00	24.00	4.3%			
Weekend Hire - Non Profit Making Bodies 4 Hours	179.00	186.50	4.2%			

Community Services - Fees & Charges	Gross Charges (incl VAT if applicable) Current Charges 2021-22 £	Proposed Gross Charges (incl VAT if applicable) 2022-23 £	Percentage Increase 2022/23 %	Budgeted Income 2021-22 £	Proposed Budget 2022-23 £	Statutory /Discretionary Service
Additional Charge per hour	30.50	32.00	4.9%			
Community Hire - per hour	23.00	24.00	4.3%			
Weekend Hire - Profit Making Bodies						
4 Hours	357.00	372.00	4.2%			
Additional Charge per hour	66.50	69.00	3.8%			
Tennis	Free	Free	0.0%			
Tennis Court Hire for Training - per hour	15.50	16.00	3.2%			
Outdoor Sports Charges						
Football, Rugby & Cricket						
Sports Pitch Bookings per game	92.00	96.00	4.3%			
Football Training Sessions	22.50	23.50	4.4%			
Senior	92.00	96.00	4.3%			
Junior	47.00	49.00	4.3%			
Mini - Football	22.50	23.50	4.4%			
Training Session	23.50	24.50	4.3%			
Total Budgeted Income Indoor & Outdoor Sports Facilities				28,600	28,600	D
Sports Clubs Clubs and Associations Leases / Rentals	Various	Per Leases	Per Leases	35,900	35,900	D
Annual Licences - Utilising the Councils Parks & Open Spaces - licences commenced 1st January 2021						
Frequency up to an average of 4 sessions per week						
1 to 2 Clients - maximum 2 clients	200.00	208.50	4.3%			
Small Class - maximum 10 clients	340.00	354.00	4.1%			
Large Class - Maximum 20 clients	650.00	677.00	4.2%			
Frequency up to an average of 5 or more sessions per week						
1 to 2 Clients - maximum 2 clients	350.00	365.00	4.3%			
Small Class - maximum 10 clients	510.00	531.00	4.1%			
Large Class - Maximum 20 clients	975.00	1,016.00	4.2%			
Dog Walkers	150.00	156.50	4.3%			
For Businesses requiring multiple licences the first licences shall be paid in full with a 20% discount applying to each subsequent licence thereafter						
				0	0	D

Community Services - Fees & Charges	Gross Charges (incl VAT if applicable) Current Charges 2021-22 £	Proposed Gross Charges (incl VAT if applicable) 2022-23 £	Percentage Increase 2022/23 %	Budgeted Income 2021-22 £	Proposed Budget 2022-23 £	Statutory /Discretionary Service
Fairs & Circus Rental Westway Common						
Charges per day when open						
Monday & Tuesday	408.00	425.00	4.2%))	
Wednesday & Thursday	459.00	478.00	4.1%))	
Friday, Saturday & Sunday	715.00	745.00	4.2%))	
Charges per day when setting up / closing	153.00	159.50	4.2%	5,300	5,300	D
Rent and Wayleaves	Various	Per Leases	Per Leases	7,300	7,300	D
Total Budgeted Income Sports, Clubs & Groups				77,100	77,100	
Handyperson Charges						
Benefit recipient (per hour) - General Fee	22.50	23.50	4.4%			
Not on benefit (for first hour) - General Fee	45.00	47.00	4.4%			
Not on benefit (for every 1/2 hour after first hour) - General Fee	22.50	23.50	4.4%			
Benefit recipient (per hour) - Plumbing Fee	26.00	27.00	3.8%			
Not on benefit (per hour) - Plumbing Fee	50.00	52.25	4.5%			
Handyperson				24,100	11,100	D
Materials				14,600	7,600	D
Total Budgeted Income Handy person				38,700	18,700	

Community Services - Fees & Charges	Gross Charges (incl VAT if applicable) Current Charges 2021-22 £	Proposed Gross Charges (incl VAT if applicable) 2022-23 £	Percentage Increase 2022/23 %	Budgeted Income 2021-22 £	Proposed Budget 2022-23 £	Statutory /Discretionary Service
Waste Charges :						
Garden Waste Club						
1st Year Subscription (includes additional £10 for bin delivery)	72.00	74.50	3.5%))	D
2nd Onwards Subscription	62.00	64.50	4.0%	881,545	945,545	D
Bulky Waste Charges						
No Subsidy						
Number of Items						
1	39.00	41.00	5.1%))	
2	45.00	47.00	4.4%))	
3	51.00	53.00	3.9%))	
4	57.00	59.00	3.5%))	
5	63.00	66.00	4.8%))	
Subsidy						D
Number of Items						
1	19.50	20.50	5.1%))	
2	22.50	23.50	4.4%))	
3	25.50	26.50	3.9%))	
				130,600	91,600	D
General Waste Bins resale						
140 litres	30.00	31.25	4.2%			
180 litres	35.00	36.50	4.3%			
240 litres	40.00	41.75	4.4%			
360 litres	70.00	73.00	4.3%	6,840.00	10,000	D

Community Services - Fees & Charges	Gross Charges (incl VAT if applicable) Current Charges 2021-22 £	Proposed Gross Charges (incl VAT if applicable) 2022-23 £	Percentage Increase 2022/23 %	Budgeted Income 2021-22 £	Proposed Budget 2022-23 £	Statutory /Discretionary Service
Contaminated Waste - per receptacle (cost + admin charge)						
Return or Additional collection at Council request: emptying of 2-wheeled bin on a Saturday	63.39	66.50	4.9%))	
Return or Additional collection at Council request: emptying of 4-wheeled bin on a Saturday	45.49	47.50	4.4%))	
Return or Additional collection at Council request: collection of up to 5 Council branded refuse sacks on a Saturday	54.14	56.50	4.4%))	
Return or Additional collection at Council request: emptying of caddy on a Saturday	54.41	56.50	3.8%))	
Return or Additional collection at Council request: emptying of Assisted Collection from a 2-wheeled bin on a Saturday	69.32	72.50	4.6%))	
Return or Additional collection at Council request: emptying of Assisted Collection from up to 5 Council branded refuse sacks on a Saturday	59.04	61.50	4.2%))	
Return or Additional collection at Council request: emptying of Assisted Collection from a caddy on a Saturday (2021/22 admin costs = £10.00 and 2022/23 admin cost =£10.50)	59.34	61.50	3.6%	n/a	2,000	D
School Recycling Collection						
Charge is £/week/bin collected (VAT =Outside Scope of VAT)	n/a	11.00		n/a	25,000	D
Total Budgeted Income Waste				1,018,985	1,074,145	
Total Community Services - Fees & Charges				2,082,385	1,993,545	

Appendix C – Glossary of Terms

Term	Definition
Balanced Budget	Budget pressures fully offset by budget savings and funding changes.
Pressure	<p>Known budgeted expenditure increases and income reductions due to the following:</p> <ul style="list-style-type: none"> • Growth factors – e.g. demographic, inflation and/or increased demand for services; • Full year effects – to take account of changes to expenditure or income which have taken effect in-year and need to be accounted for in future years as they are of an ongoing nature, e.g. ongoing changes to car parking income due to the pandemic; and/or • Other increases in expenditure or reduction in income as a result of strategic, governance, funding or policy changes e.g. additions to the organisational structure or additional service activities undertaken and not budgeted for as they occur after the budget is set and have ongoing implications.
Saving	<p>Known budgeted expenditure reductions and income increases which result due to the following:</p> <ul style="list-style-type: none"> • Containing additional costs of Inflationary increases in contracts or pay; • Driving forward efficiencies in the provision of existing services i.e. providing services in an improved way to deliver better value for money; • The delivery of new or additional services; and/or • Optimising sources of income.
Reserves: General Fund balance	A contingency fund - money set aside for emergencies or to cover any unexpected costs that may occur during the year, such as unexpected repairs.
Reserves: Earmarked Reserves	Funds set aside by Council for a particular purpose, such as buying or repairing equipment or the maintenance of public parks or buildings or equalising over time a particular income stream.

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