

CABINET AGENDA



**TUESDAY 13 FEBRUARY 2018 AT 7.30 PM
CONFERENCE ROOM 2 - THE FORUM**

The Councillors listed below are requested to attend the above meeting, on the day and at the time and place stated, to consider the business set out in this agenda.

Membership

Councillor Williams (Leader)
Councillor Griffiths (Deputy Leader)
Councillor Elliot

Councillor Harden
Councillor Marshall
Councillor G Sutton

For further information, please contact member.support@dacorum.gov.uk

AGENDA

1. MINUTES

No minutes for consideration.

2. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

3. DECLARATIONS OF INTEREST

To receive any declarations of interest

A member with a disclosable pecuniary interest or a personal interest in a matter who attends a meeting of the authority at which the matter is considered -

- (i) must disclose the interest at the start of the meeting or when the interest becomes apparent

and, if the interest is a disclosable pecuniary interest, or a personal interest which is also prejudicial

- (ii) may not participate in any discussion or vote on the matter (and must withdraw to the public seating area) unless they have been granted a dispensation.

A member who discloses at a meeting a disclosable pecuniary interest which is not registered in the Members' Register of Interests, or is not the subject of a pending notification, must notify the Monitoring Officer of the interest within 28 days of the disclosure.

Disclosable pecuniary interests, personal and prejudicial interests are defined in Part 2 of the Code of Conduct for Members

[If a member is in any doubt as to whether they have an interest which should be declared they should seek the advice of the Monitoring Officer before the start of the meeting]

4. PUBLIC PARTICIPATION

An opportunity for members of the public to make statements and ask questions in accordance with the rules as to Public Participation.

5. REFERRALS TO CABINET

There were no referrals to Cabinet

6. CABINET FORWARD PLAN (Page 3)

7. BUDGET REPORT (Pages 4 - 95)

Please note, the following items are to follow;

Appendix K Treasury Management Strategy Statement 2018/19

Appendix L Treasury Management Principles and Practices 2018/19

8. MANAGEMENT OF TRING SWIMMING POOL (Pages 96 - 106)

9. EXCLUSION OF THE PUBLIC

To consider passing a resolution in the following terms:

That, under s.100A (4) of the Local Government Act 1972 Schedule 12A Part 1 as amended by the Local Government (Access to Information) (Variation) Order 2006 the public be excluded during the items in Part 2 of the Agenda for this meeting, because it is likely, in view of the nature of the business to be transacted, that, if members of the public were present during those items, there would be disclosure to them of exempt information relating to the financial and business affairs of the Council and third party companies/organisations.

Local Government Act 1972, Schedule 12A, Part 1, paragraph 3.

CABINET FORWARD PLAN

	DATE	MATTERS FOR CONSIDERATION	Decision Making Process	Reports to Monitoring Officer/S.15 1 Officer	CONTACT DETAILS	BACKGROUND INFORMATION
1.	27/03/18	Two Waters Master Plan		08/03/18	James Doe, Assistant Director Planning, Development & Regeneration 01442 228583 James.doe@dacorum.gov.uk Chris Taylor, Group Manager Strategic Planning & Regeneration 01442 228405 chris.taylor@dacorum.gov.uk Nathalie Bateman, Strategic Planning & Regeneration Team Leader 01442 228592 nathalie.bateman@dacorum.gov.uk	To consider responses on the draft Masterplan issued for public consultation and confirmation of the final masterplan to be approved by Council
2.	27/03/18	Senior Pay Policy		08/03/18	Robert Smyth, Assistant Director Performance & Projects, 01442 228979 robert.smyth@dacorum.gov.uk Matt Rawdon, Group Manager – People and Performance	To set the Council's senior officer pay policy for the financial year 2018/19, as required by Section 38 of the Localism Act 2011
3.	27/03/18	Vehicle Repair Shop		08/03/18	David Austin, Assistant Director Neighbourhood Delivery, 01442 228355 david.austin@dacorum.gov.uk	To approve the maintenance and repair of equipment used by the Clean Safe and Green service being brought back in house
4.	27/03/18	Review of HRA Business Plan		08/03/18	Elliott Brooks, Assistant Director Housing 01442 228615 elliott.brooks@dacorum.gov.uk	To approve the 2018/19 Housing Revenue Account Business Plan
5.	24/04/18	Public Space Protection Orders		25/01/18	Mark Brookes, Solicitor to the Council 01442 228236 mark.brookes@dacorum.gov.uk	For the Council to consider the introduction of a PSPO for the town centre.

Future Cabinet Dates 2018: 22 May

Future Items:

The Bury – Approval of Stage 1 Bid to Lottery Fund - JDoe (June)
Enterprise and Investment Plan
Hemel Hempstead Town Centre Parking Access and Movement Strategy
Authority Management Report
Dacorum Borough Local Plan
Health & Safety Policies - DAustin

Agenda Item 7



AGENDA ITEM:

SUMMARY

Report for:	Cabinet
Date of meeting:	13 February 2018
Part:	1
If Part II, reason:	

Title of report:	Budget 2018/19
Contact:	Cllr Graeme Elliot, Portfolio Holder for Finance & Resources James Deane, Corporate Director (Finance & Operations)
Purpose of report:	To present to Cabinet budget proposals for recommendation to Council in relation to: <ul style="list-style-type: none">• Revenue and Capital Expenditure together with the potential use of reserves• The setting of the Council Tax for 2018/19• The Treasury Management Strategy 2018/19• The level of fees and charges for 2018/19• Advice to Councillors on the robustness of the Budget proposals and adequacy of balances and reserves as required by the Local Government Act 2003
Recommendations	It is recommended that Cabinet recommend Council to: General Fund Revenue Estimate <ul style="list-style-type: none">a) set a Dacorum Borough Council General Fund Council Tax requirement of £11.094m, and of £11.872m for the combined Borough Council and Parish Councils' requirement for 2018/19;b) approve an increase of 2.99% in Council Tax for Dacorum Borough Council, taking Band D Council Tax to £195.51 for 2018/19;c) approve the base estimates for 2018/19, as shown in Appendix A1, and the indicative budget forecasts for 2018/19 – 2021/22, as shown in Appendix A2;d) approve the forecast balances of Revenue Reserves as shown in Appendix J, and approve section 10 of this

	<p>report as the updated Reserves Strategy;</p> <p>e) approve increases in Fees and Charges for 2018/19 as set out in Appendices C3, D3, and E3;</p> <p>f) approve and adopt the Treasury Management Strategy for 2018/19, attached at Appendix K (to follow);</p> <p>g) approve and adopt the Treasury Management Principles and Practices for 2018/19, attached at Appendix L (to follow);</p> <p>h) note that this budget paper, when approved by Council, will form part of the Medium Term Financial Strategy.</p> <p>Capital Programme</p> <p>i) approve the revised Capital Programme for 2017/18, and for 2018/19 to 2022/23, as detailed in Appendix I;</p> <p>j) approve the financing proposals in Appendix I subject to an annual review of the financing options by the Corporate Director (Finance & Operations), in consultation with the Portfolio Holder for Finance and Resources, during the preparation of the Statement of Accounts.</p> <p>Housing Revenue Account (HRA)</p> <p>k) reduce dwelling rents by 1% in accordance with government legislation, resulting in an average rent of £101.22 per week (based on 52 weeks);</p> <p>l) approve the HRA estimate for 2018/19 as shown in Appendix F.</p> <p>Terms & Conditions</p> <p>m) approve the continued application of a living wage supplement for all affected employees, in accordance with the rates of the Living Wage Foundation, for 2018/19 (to be reviewed annually thereafter).</p> <p>Statement by Chief Finance Officer</p> <p>n) approve the statement by the Chief Finance Officer regarding the robustness of the budget estimates and level of reserves as set out in Appendix M.</p>
Corporate objectives:	All of the Council's corporate objectives are reflected in the Budget proposals.
'Value For Money Implications'	Contained within the body of the report
Risk Implications	Budget Risk Assessment completed within report (Appendix M)
Equalities	Group Managers are responsible for carrying out Equality

Implications	Impact Assessments for individual budget proposals contained within the overall budget. Group Managers will need to confirm these have been carried out prior to Budget and Council Tax setting.
Health And Safety Implications	None arising directly from this report.
Monitoring Officer/S.151 Officer Comments	<p>Monitoring Officer:</p> <p>Under the Council's Constitution it is the responsibility of Cabinet to draw up firm proposals for the Budget, having regard to the responses to the consultation, and to present those proposals to full Council for approval. Once full Council has approved the Budget it is the responsibility of Cabinet to implement it.</p> <p>S.151 Officer:</p> <p>Comments contained in body of report. Chief Finance Officer Statement contained in Appendix M of the report.</p>
Consultees:	<p>Overview and Scrutiny Committees</p> <p>Budget Review Group</p> <p>Town and Parish Councils</p> <p>Public Engagement Forum</p> <p>Corporate Management Team</p> <p>Leadership Team</p>
Background papers:	Joint Overview and Scrutiny Reports: 5 December 2017, and 6 February 2018.
Abbreviations	<p>GF – General Fund Revenue Account</p> <p>HRA – Housing Revenue Account</p> <p>MTFS – Medium Term Financial Strategy</p> <p>NHB – New Homes Bonus</p> <p>OSC – Overview and Scrutiny Committee</p> <p>PWLB – Public Works Loan Board</p> <p>RSG – Revenue Support Grant</p> <p>SFA – Settlement Funding Assessment</p>

Appendices to this report are as follows:

Corporate view

- Appendix A1 – General Fund Budget Summary 2018/19
- Appendix A2 – Draft General Fund MTFs update 2017/18 – 2021/22
- Appendix B1 – Budget Change Analysis 2017/18 – 2018/19
- Appendix B2 – Budget Summary by Overview & Scrutiny Committee

Finance & Resources

- Appendix C1 – Finance & Resources Budgets Summary 2018/19
- Appendix C2 – Finance & Resources Budgets Detail 2018/19
- Appendix C3 – Finance & Resources Fees and Charges 2018/19

Housing & Community

- Appendix D1 – Housing & Community Budgets Summary 2018/19
- Appendix D2 – Housing & Community GF Budgets Detail 2018/19
- Appendix D3 – Housing & Community Fees and Charges 2018/19

Strategic Planning & Environment

- Appendix E1 – Strategic Planning & Environment Budgets Summary 2018/19
- Appendix E2 – Strategic Planning & Environment Budgets Detail 2018/19
- Appendix E3 – Strategic Planning & Environment Fees and Charges 2018/19

Housing Revenue Account

- Appendix F – Housing Revenue Account Budget 2018/19
- Appendix G – Housing Revenue Account Movements 2017/18 -2018/19

Capital Programme

- Appendix H – Capital Programme Summary of new and amended projects
- Appendix I – Capital Programme 2017/18 - 2022/23, by OSC

Reserves

- Appendix J – Statement of Earmarked Reserves

Treasury Management

- Appendix K – Treasury Management Strategy Statement 2018/19
- Appendix L – Treasury Management Principles & Practices 2018/19

S151 Officer

- Appendix M – Statement by the Chief Finance Officer

1. The Budget-setting process

- 1.1 The 2018/19 budget proposal and the updated Medium Term Financial Model have been produced to ensure that the Council maintains a sustainable financial position over the planning period to 2021/22. The following Council strategies and policies have informed the budget-setting process:
- The Council's Vision and Priorities, as stated in the Corporate Plan
 - The Medium Term Financial Strategy (MTFS)
 - Service Strategies and Plans
- 1.2 In accordance with the Medium Term Financial Strategy, a Budget Review Group comprising the Leader, Portfolio Holder for Finance and Resources, Chief Officers and the Group Manager (Financial Services) has met to review and monitor emerging budget proposals throughout the budget preparation period.
- 1.3 There has been a series of budget briefings and planning meetings throughout the budget cycle involving Portfolio Holders and members of the Council's Leadership Team. In addition, there have been combined briefings for Overview and Scrutiny Committees in December 2017 and February 2018, during which Members undertook detailed scrutiny of the budget proposals.
- 1.4 External stakeholders have also been consulted, with the Corporate Director (Finance & Operations) providing a briefing to Town and Parish Clerks at the Parish Council in November 2017 followed in January 2018 by a residents' consultation event, where residents from across the borough had the opportunity to feedback on the Council's proposals for 2018/19.
- 1.5 The Council commissioned Opinion Research Services (ORS) to arrange and facilitate a consultation with a representative sample of 30 Dacorum residents. The event took place on 13 January 2018, and involved participants working in discussion groups to prioritise some broad strategic options open to the Council to address its savings targets. The full report is available on the Council's website.
- 1.6 At the end of the meeting, views were taken and 26 of the 30 attendees (87%) declared themselves satisfied with the Council's financial performance and strategy, with 25 of the 30 (83%) supporting the Council's proposal to increase Band D Council Tax by £5 per year. (Since the residents' forum took place, the Council has proposed to make use of newly announced flexibility in the setting of its Council Tax and increase it by 2.99%, which equates to £5.68 per year for a Band D.)

2. The 2018 Local Government Finance Settlement

- 2.1 On 19 December 2017, the Secretary of State for the Department for Communities and Local Government, Sajid Javid MP, made a statement to Parliament on the provisional Local Government Finance Settlement 2018/19.
- 2.2 This details of the Settlement were consistent with the four-year funding agreement (to 2019/20) announced in 2015 for those local authorities (including Dacorum) which submitted an Efficiency Plan demonstrating how they would benefit from increased funding certainty. Given that 97% of local

authorities accepted this offer, the level of central government funding, nationally, has remained largely as forecast in late 2015.

- 2.3 The largest source of central government funding is the Settlement Funding Assessment (SFA) which for 2018/19 consists of two funding streams: Business Rates Retention and Revenue Support Grant (RSG).
- 2.4 Nationally, the total amount of SFA paid out by government to local authorities will reduce by 6% in 2018/19, down to £15.8bn. Continued reductions are planned for next year as part of the four-year settlement, which will reduce the annual amount of SFA paid nationally to £14.7bn by 2019/20. This equates to an aggregate reduction of 12% between 2017/18 and 2019/20, and 22% over the course of the 4-year deal (since 2016/17).

3. Dacorum's Key Funding Streams – Settlement Funding Assessment

- 3.1 Historically, the Council has benefitted from two elements of funding within the Local Government Finance Settlement (which together comprise the Settlement Funding Assessment (SFA)):
 - Revenue Support Grant (RSG)
 - Baseline Funding (the guaranteed element of Business Rates Retention)
- 3.2 **Revenue Support Grant** is general, unrestricted grant paid by Government to Local Authorities in support of their provision of their day-to-day services. RSG is currently being phased out as Central Government continues to step back from its historical role in the Local Government finance model, instead driving an agenda of Locally Financed Expenditure in which LAs raise all funds locally, primarily through Council Tax and Business Rates growth. In 2018/19 Dacorum will not receive any RSG, a reduction of £105k from 2017/18. This completes the trend of reducing RSG for the Council, and demonstrates the full extent of recent funding reductions – down from the £4m RSG received in 2013/14.
- 3.3 **Baseline Funding** is funded by Central Government through redistributed Business Rates, and the amount is determined by Government's assessment of need within Dacorum. The provisional settlement for 2018/19 is £2.9m compared to £2.8m in 2017/18 (an inflationary increase).
- 3.4 Baseline Funding is part of the Government's Business Rates Retention Scheme, which is designed to incentivise local authorities to grow their local economy by enabling them to share in any increase in Business Rates income (i.e. growth in the tax base). However, under the terms of the Scheme, the reverse is also true, i.e. that local authorities must absorb a portion of the lost business rates income arising from a contraction in the tax base. Government has capped at 7.5% the income that can be lost to councils from their Baseline Funding as a result of a reduced tax base. This cap is known as the 'Safety Net'.
- 3.5 There is currently a significant backlog of Business Rates valuation appeals that have been submitted by businesses across the country, including within Dacorum. The Valuation Office (VOA) is responsible for adjudicating on these appeals. Based on historical data, there is a risk that a high number of these backlogged appeals will be upheld, and that consequently Business Rates reductions will be granted to a sufficiently high number of businesses to reduce the Dacorum tax base below the 7.5% Safety Net.

- 3.6 However, annual tax base growth within the borough over the last couple of years, together with the Council having made adequate provision for successful appeals, indicates that the Council can prudently budget for the full amount of Baseline Funding in 2018/19, i.e. not at Safety Net. The surplus growth from previous years has been placed within the Funding Equalisation reserve and can be drawn down to fund a one-off shortfall in annual funding arising from an unforeseen significant in-year reduction in the tax base.
- 3.7 As expected under the four-year settlement, the combined reduction to the Council's **Settlement Funding Assessment** in 2018/19 is 0.7% (£20k) rising to 32.5% (£1m) by 2019/20, i.e. the remaining period of the four-year settlement. The 32% reduction forecast for the period to 2019/20 is significantly higher than the national average for district councils, which is 22%.
- 3.8 The reason Dacorum's SFA reduction is high relative to the district council average is that grant reductions within the four-year settlement are based on Government's assessment of each council's **Core Spending Power**. Rather than simply applying the same percentage grant reduction to all authorities, Core Spending Power ensures that the grant reduction for each council also takes into account the amount that a council can raise locally, i.e. through Council Tax and New Homes Bonus.
- 3.9 Dacorum has one of the highest tax bases among the 200 district councils in England (£11.1m for 2018/19; £10.7m compared to an average of around £6.7m for 2017/18). This means that Dacorum can generate more income locally than most district councils and therefore, within the government's context of Core Spending Power, can absorb a greater reduction in government funding than most district councils.

4. Dacorum's Key Funding Streams – New Homes Bonus

- 4.1 The provisional NHB allocation for Dacorum in 2018/19 has been announced as £2.1m. This is £1m less than the £3.1m received in 2017/18 and is consistent with the amount forecast within the MTFS.
- 4.2 The £1m reduction reflects changes to the NHB allocation model announced by Government as part of the Local Government Finance Settlement in December 2016, which came into force from 2017.
- 4.3 The key changes announced for the allocation model were:
- a) A move to 5-year payments from 2018/19 (from the previous 6 years) and then to 4-year payments from 2018/19; and,
 - b) The introduction of a national baseline of 0.4% growth, below which no NHB will be paid – i.e. Local Authorities will only receive NHB for growth in the number of dwellings above 0.4%. Government has reserved the right to revisit this baseline annually.
- 4.4 It is proposed that the Council will continue with its current strategy to use only £325k per annum of NHB to support the provision of General Fund services, with the remainder being used to support delivery of the Capital Programme. The impact of utilising the NHB for capital purposes has revenue benefits in that it reduces the need to borrow, along with the associated revenue costs, as

well as insulating the Council from fluctuations in future NHB payments arising from potential changes in Government policy.

5. Dacorum's Key Funding Streams – Council Tax

- 5.1 The Council's Council Tax requirement for 2018/19 is calculated as £11.872m (inclusive of parish precepts) and £11.094m (exclusive of parish precepts). The approved taxbase for 2018/19 is 56,744 based on a collection rate of 99.4%.
- 5.2 The income due from Council Tax goes into the Collection Fund. Throughout the year the actual number of properties (as well as allowances for exemptions, discounts or appeals) inevitably varies from the figure estimated at the start of the year. This leads to a change in the amount of Council Tax due, and therefore a surplus or deficit on the Collection Fund.
- 5.3 In 2017/18 a deficit position is forecast on the Collection Fund as at 31 March 2018 of £150,678.49 (which equates to less than 0.2% of the precepts declared when the Council Tax was set). This surplus is shared between the Major Preceptors, i.e. the County, the Police Authority and the Borough, in proportion to their precepts for the year.
- 5.4 The proportion of this surplus that each of the Major Preceptors will receive from the Collection Fund when calculating the Council Tax for 2018/19 is as follows:

Dacorum Borough Council	£18,907.64
Hertfordshire County Council	£117,607.98
Hertfordshire Police & Crime Commissioner	£14,162.87
Total Surplus	£150,678.49

- 5.5 Cabinet approved the Collection Fund surplus in December 2017.
- 5.6 The Localism Act 2011 abolished Council Tax capping in England and instead allows local residents to reverse 'excessive' Council Tax increases by means of referendum. Within the 2018 Settlement, Government announced a revised referendum threshold for district councils at the higher of £5 or 2.99%. The proposed increase of £5.68 (2.99%) for Dacorum in 2018/19 is therefore within the threshold. This referendum threshold does not currently apply to Town and Parish Councils. The cost of holding a referendum within Dacorum is estimated to be around £80,000.

6. Local Government accounting requirements

- 6.1 The budget-setting process for the Council is governed by a number of statutory requirements. Some of the key requirements are explained, below.

Capital charges

- 6.2 Where a Service benefits from the use of a council-owned asset, the Revenue expenditure budget for that Service includes a nominal charge for the use of that asset. This is in line with standard accounting practices, and the nominal charge is known as a Capital Charge.
- 6.3 Capital Charges ensure that the 'true' cost of running a Service is captured in the budget. However, in order to ensure that this nominal charge is not passed

onto the Council Tax payer, there is corresponding credit (reversing out the charge), which can be seen in the General Fund Summary (Appendix A1).

- 6.4 A rolling programme of valuations is undertaken by the Council's valuer which ensures that the asset register is kept up-to-date and that capital charges to Services are accurate. The Council's valuation method and calculation are subject to audit by the Council's external auditors, Grant Thornton. Any change in the use of assets, or revised valuation, or additional Capital Expenditure will affect the capital charge made to the Revenue Budget.

Prudential Code

- 6.5 The Council complies with the Prudential Code for controlling Local Government Capital Finance, and the Budget for 2018/19 has been prepared in the context of these plans and controls. (More details of the Prudential Code are included within the Treasury Management Strategy in Appendix K.) The key objectives of the Code are to ensure that:

- Capital Investment Plans are affordable, prudent, and sustainable;
- All external borrowings and other long term liabilities are within prudent and sustainable levels;
- Treasury Management decisions are taken in accordance with good practice and in a manner that supports prudence, affordability and sustainability;
- The Council is accountable for its decisions; and,
- The Code supports local strategic planning, local asset management planning and proper option appraisal.

7. Forecast Outturn 2017/18

- 7.1 Appendices C2, D2 and E2, which breakdown the proposed 2018/19 budget by Overview & Scrutiny Committee (OSC) remit, also show the forecast budget outturn for the current financial year, as at December 2017. This is included to provide Members with comparative context for the 2018/19 budget proposals.

- 7.2 As at January 2018, the outturn for financial year 2017/18 is forecast to be broadly on budget. However, if revenue underspends are identified as part of the year-end process, it is recommended that they be contributed to earmarked reserves in order to fund specified expenditure in future years. Formal approval for movements in reserves will be sought from Members as part of the year-end process. The Council's Reserves Strategy, including justifications for current balances and recommendations for future movements, can be found in section 10 of this report.

8. Budgetary assumptions 2018/19

- 8.1 The inflationary assumptions used to compile the 2018/19 estimates are set out below.

Inflation Factors	
Salary Inflation (annual pay settlement) for 2018/19	2%
Business Rates	1.4%
Fuel	0%

Utility Cost increase assumptions: Gas	5%
Electricity	5%
The Council is in a fixed price contract until 2018/19.	
Other Assumptions	
Average rate of return on Investments	0.5%
Salary Vacancy Factor (excluding front-line Waste services)	5.0%
Growth in numbers of Band D equivalent properties	0.6%

- 8.2 No inflation has been applied to fuel budgets in 2018/19 as inflation applied in prior years is considered to provide sufficient budget.
- 8.3 The salary vacancy factor for the 2017/18 budget was 5%, excluding front line staff within Waste Services. Analysis of the employee related budget undertaken during the last financial year shows that this level is appropriate. It is therefore proposed to maintain the vacancy factor at 5% for 2018/19.

9. Revenue Income

- 9.1 In addition to the key funding streams explained in section 5 of this report, the Council receives income from a number of sources.
- 9.2 Housing Rents received through the Council's housing stock are ring-fenced within the Housing Revenue Account (HRA) for the administration and maintenance of existing stock, and for the delivery of new buildings. More detail on the HRA budget is covered in section 14 of this report.
- 9.3 Investment Income – Low interest rates in recent years have led the Council to reduce its dependency on investment income as a means of financing revenue expenditure. Investment income has been further eroded as the Council has delivered a number of high value capital projects, which has reduced the capital balances, and, therefore, the balance of investable funds available. Budgeted General Fund investment income for 2018/19 is £160k, and £390k within the HRA.
- 9.4 Fees and Charges – Service managers have proposed changes to fees and charges for 2018/19 as detailed in Appendices C3, D3 and E3.

10. Reserves Strategy

- 10.1 The Council's Reserves Strategy is reviewed annually, and was most recently approved by Members within Sections 10-20 of the Budget and Council Tax Setting Report (February 2017).
- 10.2 The Council holds two types of reserve, both of which are subject to audit by the Council's external auditors, Grant Thornton, as part of the year-end process. The two types of reserve are:
- **Working balances**, which are required as a contingency against unforeseen events, and to ensure that the Council has sufficient funds available to meet its cash flow requirements. The Local Government Act 2003 requires the Section 151 Officer to report on the adequacy of financial reserves when setting the General Fund budget requirement for the year. This requirement is met within Appendix M.
 - **Earmarked reserves**, which are funds approved by Members to finance specific items of future expenditure. The Council's Financial Regulations

dictate that Earmarked Reserves can be created only with Member approval, and that all subsequent transfers to and from those reserves also require Member approval.

- 10.3 In line with the Council's approach in previous years, it is recommended that the **General Fund Working Balance** is maintained at a level between 5% and 15% of Net Service Expenditure. The proposed budget forecasts a General Fund Working Balance of £2.5m by the end of 2018/19, which equates to 15% of the Net Cost of Services of £16.537m (as shown in Appendix A1).
- 10.4 The **HRA Working Balance** is maintained by the Council at a level of not below 5% of turnover, as approved by Members as part of the MTFs Reserves Strategy. The proposed budget maintains the HRA Working Balance at £2.9m by the end of 2018/19, which equates to 5.2% of the £56m turnover (as shown in Appendix F).
- 10.5 It is recommended that Council approves the continued use of these parameters for the maintenance of both General Fund and HRA Working Balances.

General Fund Earmarked Reserves

- 10.6 The General Fund budget proposes a Net Cost of Service of £16.5m, as set out in Appendix A1. A balanced budget has only been possible as a result of making savings within Services, generating increased income, and identifying efficiencies, together with a net contribution of c£1m to earmarked reserves for non-recurring future items of expenditure (excluding Revenue Contributions to Capital). The proposed movements of General Fund earmarked reserves for revenue use in 2018/19 are as follows:

Earmarked Reserve	Net Movement to/(from) Reserves £000
Earmarked Grants Reserve	(61)
Management of Change Reserve	(177)
Technology Reserve	200
Savings Contingency Reserve	604
On Street Car Parking Reserve	50
Dacorum Development Reserve	(110)
Planning & Regeneration Projects Reserve	(42)
Vehicle Replacement Reserve	350
Tring Swimming Pool Reserve	8
Youth Provision Reserve	(40)
Election Reserve	30
Training and Development Reserve	(22)
Housing Conditions Survey Reserve	15
Pensions Reserve	200
Maylands Plus Reserve	23
Total Net Movement	1,028

- 10.7 Appendix J identifies the proposed movements on General Fund Earmarked Reserves. All reserves have been reviewed during the preparation of the Budget for 2018/19, and there will be a further review of the reserves position as part of the closure of accounts process for 2017/18.

10.8 The justification for balances currently held by the Council within Earmarked Reserves is shown below.

- **Civic Buildings Major Repairs Reserve**
This reserve was created as the Civic Centre Major Repairs Reserve to cover the costs arising from unplanned repairs to the Civic Centre. It is recommended that a balance of £200k be retained in this reserve in order to finance costs associated with unplanned repairs to civic buildings, and the reserve be renamed the Civic Buildings Major Repairs Reserve.
- **Earmarked Grants Reserve**
This reserve has been set up for unutilised grants from current and prior years. Local authorities are free to use all of this non-ringfenced funding as they see fit to support the delivery of local, regional and national priorities in their areas. It was previously agreed that £10k of this reserve be drawn down each year for four years (starting in 2017/18) in order to fund energy efficiency initiatives across the Council. This use of funding is in accordance with the award of the original £40k grant. A further £50k is forecast to be drawn down from previously awarded new burdens grants to fund Homelessness Prevention initiatives in 2018/19.
- **Management of Change Reserve**
To finance any one off costs of projects required to make improvements or significant changes to services for which no budgetary provision exists, including redundancy and pension strain payments.

With continually increasing pressure on the Council's funding streams, service transformation remains high on the Council's agenda. This has resulted in a recommended draw down from this reserve of £527k in 2018/19 to fund various initiatives including: one-off costs for the first year of the new leisure contract (£375k), flats recycling project (£81k), resource to develop the Council's website (£46k) and a two year Sport England project (£25k). There will be a contribution to the reserve of £350k in order to ensure sufficient balances going forward, giving a net budgeted drawdown of £177k.

- **Technology Reserve**
This reserve was set up in 2010/11, to be utilised with the Management of Change reserve to invest in technology improvements which will help improve efficiency and resilience. There will be a contribution of £200k to this reserve in 2018/19 to fund planned investment in the Council's key IT systems over 2019/20.
- **Savings Contingency Reserve**
This reserve was created in order to mitigate the risk of the Council's savings initiatives failing to complete on time, and thereby causing an in-year budgetary pressure. The reserve is funded through savings achieved ahead of the 'pre-smoothed' savings targets laid out in the MTFs. Achievement of all the savings initiatives planned for 2018/19 will result in a contribution to this reserve of £600k.
- **On Street Car Parking Reserve**
There are statutory requirements the Council must observe in relation to income derived from certain parking activities, particularly on street car parking and penalty charge notices. Any operating surplus generated from

these activities is transferred to this reserve for future re-investment in parking activities. It is recommended that a contribution of £50k be made to this reserve in 2018/19 in order to fund future one-off costs associated with consultations on Controlled Parking Zones.

- **Dacorum Development Reserve**
This reserve was created in 2011/12 to support regeneration and economic development initiatives across the Borough. The net draw down of £110k proposed for 2018/19 includes £20k to fund events planned to commemorate Armed Forces Day; £50k to fund improvements at the Leys Road Hostel; and, £40k support for the Dacorum Ambassadors programme.
- **Planning Enforcement & Appeals Reserve**
To meet the costs of urgent action on planning enforcement, and stabilise the financing of fluctuating annual costs of planning appeals.
- **Planning and Regeneration Projects Reserve**
This reserve is designed to meet any one-off costs associated with planning or regeneration projects. The £40k draw down proposed for 2018/19 funds one-off revenue expenditure associated with the Water Gardens project.
- **Litigation Reserve**
The funds within this reserve are held to support one-off costs associated with the defence against, or settlement of legal claims. The Council is currently involved in a number of complex legal cases which are likely to progress in 2018/19, and it is therefore recommended that this reserve is maintained.
- **Vehicle Replacement Reserve**
This reserve was created to enable the Council to make regular contributions to the capital costs associated with replacing of key fleet vehicles. Funding replacement costs through Revenue Contributions to Capital enables the Council to reduce or avoid the costs associated with borrowing. From 2018/19 onwards, annual contributions to the reserve are recommended to continue at £350k.
- **Invest to Save Reserve**
This reserve was created in 2015/16 to support the one-off costs associated with spend to save initiatives and investing in new ways of working. It is used to fund the up-front costs of projects that can demonstrate payback within a 5-year period. Successful bids require sign-off by the S151 Officer, before requesting Member approval, and the proposed savings are removed, or income targets inserted, for the Service's future years' budgets at the point the bid is approved.
- **Longdean School Repairs Reserve**
A reserve created to enable operating surpluses from previous years to be used in future years to contribute toward the cost of repairs.
- **Tring Swimming Pool Repairs Reserve**
To set aside income from a dual use agreement in order to contribute toward the cost of future repairs at Tring Sports Centre. The proposed top up of £8k in 2018/19 is the setting aside of income from the dual use agreement in relation to the cost of future major repairs.

- **Youth Provision Reserve**
To assist with repairs expenditure and the provision of youth provision. The proposed draw down of £40k in 2018/19 is a Council contribution towards the start-up of the cycle hub at Grovehill Adventure Playground.
- **Election Reserve**
This reserve was created to smooth the cost of Borough Elections over a four-year period. A contribution of £30k per annum is made from revenue to be drawn down to fund elections on a four-yearly basis.
- **Uninsured Loss Reserve**
To cover potential liabilities which are above the budgeted amount for uninsured losses or those covered by the Council's insurance policy. As part of a re-tendering exercise in 2017, the Council undertook a detailed review of its insurance provision and risk exposure, and £500k was deemed a reasonable holding.
- **Training and Development Reserve**
This reserve was created to finance specific development programmes for Council staff. It complements the Management of Change reserve and ensures that Officers are able to access the training required to deliver services more efficiently. There is a draw down of £21k planned for 2018/19 to fund one-off costs associated with the Council's apprenticeship scheme.
- **Housing Conditions Survey Reserve**
This reserve was created to smooth the costs associated with periodic Council inspections of private dwellings. As pressure continues to grow on the private rented sector across the borough, it is recommended that the Council continues to contribute to this reserve at a rate of £15k per annum.
- **Dacorum Partnership Reserve**
This reserve was funded from the Performance Reward Grant received in 2009/10, and is used towards Dacorum Partnership projects.
- **Dacorum Rent Aid and Rent Guarantee Reserves**
These reserves are to provide assistance to clients to obtain/retain accommodation.
- **Funding Equalisation Reserve**
Funded through annual surpluses on the Collection Fund, this reserve is essentially a means of making the necessary accounting adjustments that arise when actual collection rates differ from forecast collection rates.
- **Pensions Reserve**
This reserve was created in 2012/13 in order to fund potential costs to the Council arising from the statutory triennial reviews of the pension scheme. The results of the December 2016 triennial review announced that the payments the Council currently makes are, based on present assumptions, sufficient to reduce the pensions deficit within the 20-year planning horizon employed by the actuary, and that no further increase or one-off payment is required. However, the scale of the current deficit repayments, at c£2m per year, means that a small change in actuarial assumptions can result in significantly increased payments. On this basis, it is recommended that the

Council makes an annual contribution of £200k to this reserve, to be reviewed at the next valuation.

- **Maylands Plus Reserve**
This reserve was created in 2013/14 to set aside surpluses generated at Maylands Business Centre for re-investment into Economic Development across the Borough.

Earmarked Reserves future priority areas

10.9 Priority areas that Members may wish to consider for future contributions to Earmarked Reserves, subject to outturn, include:

- **Management of Change Reserve**
This reserve has been used to fund a range of transformational projects over the last few years, as the Council seeks to deliver its services more efficiently. The continued reductions in grant from central government continue to underline the need for the Council's transformation agenda. There are a number of further projects in the pipeline, including the evolving digital agenda, and the focus on channel shift for public access to the Council's services.
- **Savings Contingency Reserve**
This reserve was created in order to mitigate the risk of the Council's savings initiatives failing to complete on time, and thereby causing an in-year budgetary pressure. The reserve will be funded through savings achieved ahead of the savings targets laid out in the MTFS.

Housing Revenue Account Earmarked Reserves

10.10 The Council holds one Earmarked Reserve within the HRA; the New Build and Capital Investments Reserve, with a forecast year-end balance of £18.1m. It is forecast that £4m will be drawn down from this reserve for the purchase of land in 2018/19.

The New Build and Capital Investments Reserve holds fund that before 2017/18 would have been contributed directly to capital rather than being held in a revenue reserve. The rationale behind keeping these funds within a revenue reserve is to enable the Council to benefit from the increased financial flexibility that comes with holding funds as revenue rather than capital. This increased flexibility enables the Council to mitigate its financial risk exposure to further changes in government legislation governing the setting of rent.

This approach does not change the Council's ability to use the funds for capital purposes. It simply preserves the flexibility of revenue until the funds are required within the Capital Programme. This reserve operates in tandem with the New Build programme approved within the HRA Business Plan.

Capital Reserve

10.11 This reserve is utilised to finance the Capital Programme. General Fund capital balances have now been fully utilised on a range of capital projects, and the balance brought forward to 2018/19 contains receipts from the sale of HRA properties under the Right-to-Buy scheme, along with the associated 1-4-1 receipts. It is estimated that the HRA capital balances will be £49.6m as at 1 April 2018, and £45.4m as at 31 March 2019.

11. Capital Programme

11.1 The Capital Programme has been structured to enable delivery of the Council's Corporate Plan over the medium- to long-term. The Programme includes all of the capital schemes within both the General Fund and the Housing Revenue Account (HRA).

11.2 The recommended Capital Programme detailed in Appendix I includes a revised programme for 2017/18, together with a proposed 5-year programme encompassing £190m of capital investment across the Borough.

11.3 Areas of major investment within the 5-year programme include:

General Fund

- £10.8m to purchase and replace fleet vehicles, plant, machinery and other equipment;
- £18.3m Asset management of community facilities including Council-owned buildings, car parks, public conveniences, cemeteries and community and sports premises.
- £17.8m Economic Development, Affordable Housing, Town Centre and Gadebridge Park Regeneration;
- £1.6m Investment in Information and Communications Technology, including upgrading of software systems. This investment will enable future revenue efficiencies to be achieved through customer services 'channel shift' and service transformation projects; and,
- £3.8m Capital grants and loans to voluntary organisations and Private Sector Housing grants (including Disabled Facility Grants and improvement grants). It should be noted that the Council has no discretion over the payment of Disabled Facility Grants, which are mandatory.

Housing Revenue Account

- £86.4m for major capital repairs and replacements of components of the Housing Stock (such as bathrooms, roofs, windows, kitchens); and,
- £51.7m for the New Build programme.

Financing the Capital Programme

11.4 It is recommended that the Capital Programme for 2018/19 is financed as per the table below.

Proposed Financing for Forecast Capital Programme 2018/19	
	£m
Grants and External Funding	2.6
Capital Receipts and Reserves	32.1
1-4-1 Capital Receipts	8.0
Revenue Contribution	9.1
Borrowing	6.4
Total Indicative Funding	58.2

- 11.5 Key assumptions around the Capital Programme's primary financing streams are detailed below:

Major Repairs Reserve

This relates exclusively to capital expenditure within the HRA, and is funded through annual depreciation charges on the Council's housing stock.

Forecast of Capital Receipts

In accordance with the Council's Medium Term Financial Strategy, estimates of the likely Capital Receipts to be generated during 2018/19 and subsequent years have been made based on the Council's Asset Management Plan and the current economic climate. The level of receipts anticipated during 2018/19 is £13.8m (of which £5.5m will relate to General Fund and £8.3m will relate to the HRA).

Revenue Contribution to Capital

This refers to charges on revenue budgets in order to finance capital projects. Of this £2.1m relates to the General Fund and £7m to the HRA.

Borrowing

In May 2015, Members approved the Council's General Fund taking borrowing of £19.8m from the Public Works Loan Board (PWLB) in order to support the delivery of the approved Capital Programme. The PWLB offers low interest rate loans to Local Authorities, with interest rates derived from the gilt rate at which Government itself can raise funds.

Through the PWLB, the Council was able to structure a portfolio of loans, with a range of differing maturities (the longest at 40 years), designed to minimise the amount of interest payable by the Council whilst at the same time ensuring that annual repayments remain sustainable. The average interest rate secured was 2.9%, which reflects a discount of 40 basis points (0.4%) on the standard PWLB rates. This additional discount was secured through a combination of the PWLB's 'project rate' (20 bps) and through the Local Enterprise Partnership (LEP) support for the Council's regeneration programme (20 bps).

The Borrowing Strategy and policies are set out in Section 3 of the Treasury Management Strategy, see Appendix K.

- 11.6 To ensure that the Council optimises its Capital Receipts and returns on existing assets, it is essential that all assets are kept under review in line with the Asset Management Strategy and Medium Term Financial Strategy. Cabinet will be briefed at least annually on the performance of assets and in particular non-operational assets. The briefing will identify any potential surplus assets that do not meet the Council's needs and may be considered for formal decision for disposal.

12. Flexible Use of Capital Receipts

- 12.1 Guidance issued by the Secretary of State under Section 15(1) of the Local Government Act 2003 states that local authorities may finance costs associated with service reform from capital receipts.
- 12.2 This flexibility is currently offered to local authorities for the three- year period 1 April 2016 -31 March 2019. Local authorities can only use capital receipts from the disposal of property, plant and equipment assets received in the years the

flexibility is offered. Local authorities may not use their existing stock of capital receipts to finance the revenue costs of reform nor may they borrow to finance the revenue costs of service reform.

12.3 Local authorities applying capital receipts as described at 12.1 are required to prepare, publish and maintain a Flexible Use of Capital Receipts Strategy. This Strategy should list each project which plans to make use of capital receipts flexibility, together with the expected savings that the project will realise.

12.4 Consideration is being given to the application of capital receipts to support breakage costs associated with the re-tender of the Council's leisure management contract. A Flexible Use of Capital Receipts Strategy will be put before Members for agreement, subject to finalisation of these breakage costs and an associated funding proposal.

13. Treasury Management Strategy

13.1 In accordance with the requirements of the Local Government Act 2003 the Council produces an annual Treasury Management Strategy, see Appendix K. This appendix includes:

- the reporting of prudential indicators, as required by the CIPFA Prudential Code for Capital Finance in Local Authorities (Section 2);
- the Borrowing Strategy (Section 3); and,
- the Investment Strategy in accordance with CIPFA Code of Practice on Treasury Management (Section 4).

14. Housing Revenue Account 2018/19

14.1 The HRA 'Self-Financing' regime was introduced under the Localism Act in April 2012. It replaced the previous HRA subsidy arrangements and required the Council to make a settlement payment to the Government of £354.015 million.

14.2 The Council has a duty to budget under Section 76 of the Local Government and Housing Act 1989 'to prevent a debit balance on the HRA'. The Council sets its own target balance at a minimum of 5% of total income, which for 2018/19 equates to £2.9m. The Council keeps the medium and long-term funding of housing services under regular review through updates to the HRA Business Plan.

HRA Business Plan update

14.3 The HRA Business Plan is a thirty year plan which encompasses both the financial and service related objectives. The long-term perspective is crucial to ensure that the service and its primary asset, the housing stock, is projected to be 'fit for purpose' throughout the whole period.

14.4 As the business plan projects forward thirty years, there will inevitably be opportunities and pressures that are difficult to predict. However, as it forms the basis of service delivery and asset management strategy, it will be regularly updated to take account of changed circumstances, tenant and Member priorities.

HRA Financial assumptions for 2018/19

14.5 The HRA business plan incorporates the following key financial assumptions, based on the draft 2018/19 HRA budget:

Budget	Assumptions
HRA Working Balance	Minimum 5% of turnover.
Major Repairs Reserve (MRR) Balance	Nil – to be fully utilised each year to fund capital works and new build
Rent	Years 2 & 3 minus 1%, then CPI (2.2%) + 1% (3.2% total) for the next five years, and CPI (2.2%) for the remainder years throughout plan. New tenancies re-let at (social) formula rent. De-pooling of Service Charges & Rent for flats has been implemented in 2017/2018.
RPI	Year 2 RPI (3.9%), Year 3 RPI(3.3%) and 2.9% for the remainder years throughout plan
CPI	Year 2 RPI (3%), Year 3 RPI(2.6%) and 2.2% for the remainder years throughout plan
New Build Programme	170 units planned with provision for expenditure for 100 more. Let at existing (social) formula rent levels
Voids and Bad Debts	Voids: 0.8% of gross income Bad Debts: 0.55% rising to 1.9% then reducing to 1.5% with the increases making a provision for the impact of Welfare Reform
Right to Buy	Assumption of 55 sales per year for 3 years then reducing to 50 and then to 20

14.6 In 2015, Government issued new legislation on social rent setting for the four years commencing in April 2016. This legislation imposes a 1% rent reduction on social housing properties every year for the next four years. This legislation constitutes a fundamental change to Government's previous involvement in the setting of local authority rents, which has until now been limited to the issuance of guidance as opposed to legislation.

14.7 Implementing this legislation had a dramatic effect on the Council's HRA Business Plan, reducing rental income by £30m over the next four years, and by a forecast £750m over the 30-year life of the plan.

14.8 An updated HRA Business Plan will be brought to Cabinet in March 2018.

15. Staff Terms and Conditions

15.1 Within Budget 2015/16, the Council introduced a Living Wage supplement for all affected employees, in accordance with the Living Wage Foundation. Council agreed to review the Living Wage annually thereafter, but did not seek accreditation thereby avoiding the loss of autonomy that might entail.

15.2 The Living Wage is announced each year by the Living Wage Foundation based on a calculation by the Centre for Research in Social Policy at Loughborough University. It reflects the costs of those items identified by the University's consultation groups as necessary for a minimum acceptable standard of living.

15.3 The current 'out of London' living wage, which would apply to the Council, was announced in November 2017 as £8.75 per hour, a 30 pence increase over the previous year. The total cost to ensure all Council employees are the Living Wage for 2018/19 is approximately £30k. This increase has been included within the Budget proposals.

16. Summary and Conclusion

16.1 This report sets out how the Council will provide the financial resources required to achieve its priorities during the next financial year. It assumes that planned savings will be achieved and that the Capital Programme will be delivered on time and to budget.

16.2 The statement from the Chief Finance Officer at Appendix M provides assurance regarding the robustness of the 2018/19 budget and the level of the Council's reserves.

DRAFT GENERAL FUND BUDGET SUMMARY 2018/19

	Original 2017/18	Growth / (Savings)	Estimate 2018/19 1st OSC 5.12.17	Growth / (Savings) since OSC 5.12.17	Estimate 2018/19 2nd OSC 6.2.18
	£000	£000	£000	£000	£000
Service Expenditure & Income					
Employees	21,811	1,431	22,865	377	23,242
Premises	4,361	95	4,474	(18)	4,456
Transport	1,519	(89)	1,434	(4)	1,430
Supplies & Services	7,266	(196)	6,619	451	7,070
Third-Parties	1,196	(587)	609	0	609
Transfer Payments	47,149	50	47,199	0	47,199
Capital Charges & Bad Debts	4,509	(18)	4,491	0	4,491
Income	(15,242)	(1,369)	(16,266)	(345)	(16,611)
Grants and Contributions	(50,971)	(264)	(51,205)	(30)	(51,235)
Recharge to HRA	(3,946)	(168)	(4,073)	(41)	(4,114)
Net Cost Of Services	17,653	(1,116)	16,147	390	16,537
Less:					
Interest Receipts	(236)	78	(158)		(158)
Interest Payments & MRP	956	14	970		970
Reversal of Capital Charges	(4,344)	(0)	(4,344)		(4,344)
Revenue Contributions to Capital	3,124	(1,013)	2,111		2,111
Net movement to/(from) Earmarked Reserves	(626)	1,654	1,356	(328)	1,028
Budget Requirement General Fund	16,527	(383)	16,082	62	16,144
Parish Precepts	739	25	764		764
Budget Requirement Including Parishes	17,266	(358)	16,846	62	16,908
Funded by:					
Revenue Support Grant/Tariff	(105)	105	0		0
Transition Grant	(126)	126	0		0
Business Rates Retained	(2,616)	(355)	(2,913)	(58)	(2,971)
New Homes Bonus/Government Grants	(3,099)	1,013	(2,086)		(2,086)
Other Government Grants	0	0	0	0	0
Council Tax (Surplus)/Deficit	(82)	82	0		0
Business Rates (Surplus)/Deficit	209	(209)	0		0
Net Expenditure before Council Tax	11,447	404	11,847	4	11,851
Demand on the Collection Fund	(11,448)	(419)	(11,829)	(38)	(11,867)
Net Change in General Fund Balance	(1)	19	18	(34)	(16)
General Fund Balance B/Fwd	(2,502)		(2,502)		(2,502)
In year use	(1)		18		(16)
General Fund Balance C/Fwd	(2,503)		(2,484)		(2,518)

GENERAL FUND MEDIUM TERM FINANCIAL STRATEGY UPDATE					
	Original 2017/18	Estimate 2018/19	Estimate 2019/20	Estimate 2020/21	Estimate 2021/22
	£000	£000	£000	£000	£000
Service Expenditure & Income					
Employees	21,811	22,866	23,348	25,477	24,513
Premises	4,361	4,491	4,626	4,742	4,850
Transport	1,519	1,479	1,545	1,612	1,682
Supplies & Services	7,712	7,083	6,834	6,803	6,948
Third-Parties	1,196	584	598	610	622
Transfer Payments	47,149	47,149	47,149	47,149	47,149
Capital Charges & Bad Debts	4,509	4,509	4,512	4,515	4,518
Income	(66,213)	(67,558)	(68,213)	(68,861)	(69,301)
Recharge to HRA	(3,946)	(4,067)	(4,148)	(4,273)	(4,358)
Cumulative Savings	0	0	17	(248)	(681)
Net Cost Of Services	18,099	16,537	16,267	17,526	15,941
Less:					
Interest Receipts	(236)	(158)	(158)	(158)	(158)
Interest Payments & MRP	956	970	956	942	1,063
Reversal of Capital Charges	(4,344)	(4,344)	(4,344)	(4,344)	(4,344)
Revenue Contributions to Capital	3,124	2,111	1,882	1,260	2,787
Net movement to/(from) Earmarked Reserves	(1,072)	1,028	1,028	(280)	(1,124)
Budget Requirement General Fund	16,527	16,144	15,631	14,946	14,166
Parish Precepts	739	764	789	813	838
Budget Requirement Including Parishes	17,266	16,907	16,420	15,759	15,004
Funded by:					
Use of General Fund Balance	1	0	0	0	0
(Revenue Support Grant)/Tariff	(105)	0	990	1,640	2,440
Transition Grant	(126)	0	0	0	0
Business Rates Retained	(2,616)	(2,970)	(3,038)	(3,099)	(3,161)
New Homes Bonus/Government Grants	(3,099)	(2,086)	(1,857)	(1,235)	(1,012)
Council Tax (Surplus)/Deficit	(82)	0	0	0	0
Business Rates (Surplus)/Deficit	209	0	0	0	0
Net Expenditure before Council Tax	11,448	11,852	12,515	13,065	13,271
Demand on the Collection Fund	(11,448)	(11,868)	(12,255)	(12,641)	(13,025)
General Fund Balance B/Fwd	(2,502)	(2,502)	(2,502)	(2,502)	(2,502)
In year use	0	0	0	0	0
General Fund Balance C/Fwd	(2,502)	(2,502)	(2,502)	(2,502)	(2,502)
Total Savings Requirement		1,287	616	874	261
of which,					
Savings identified, and already delivered		(400)	0	0	0
Savings identified, but still to be delivered		(903)	(356)	(450)	(15)
Savings still to be identified		(16)	260	424	246

GENERAL FUND BUDGET CHANGE ANALYSIS 2018/19		
EMPLOYEE EXPENDITURE		
2017/18 Employee Budget		21,811
<u>Inflation</u>		
General pay inflation 1%		170
Increase in pay award to 2% per annum (estimate)		174
Increments & Staff Turnover		143
Revised calculation of 2% pay award and increase to Living Wage		27
Sub total - Inflation		514
<u>Growth items</u>		
Waste Services flats recycling	Craig Thorpe	70
Health and Safety Technical Officer	Emma Walker	38
Garage Management	Layna Warden	40
Safeguarding Officer	Matthew Rawdon	50
Planning - growth following 20% increase in fees	Andrew Horner	180
Private Sector Housing Enforcement	Natasha Beresford	75
Other growth items under £10k		29
Sub total - Growth items		482
<u>Removal of 2017/18 one-off items (reserve / grant funded)</u>		
County Council Elections - grant funded	Jim Doyle	(100)
Get Set Go Dacorum Officer - final year of project	Matthew Rawdon	(14)
Apprentice Project	Matthew Rawdon	(20)
Corporate Graduate - fixed term post to September 2018	Matthew Rawdon	(17)
Ambassadors Programme	Chris Taylor	(40)
Sub total - Removal of 2017/18 one-off items		(191)
<u>2018/19 one-off items (reserve / grant funded)</u>		
Water Gardens environmental maintenance	Chris Taylor	43
Website Developer 2 year fixed term post	Ben Trueman	45
Ambassadors - further year of project	Chris Taylor	45
Sub total - 2018/19 one-off items		133
<u>Efficiency savings</u>		
Mayoral Support review	Mark Brookes	(12)
Member Support review	Mark Brookes	(28)
Central Admin Team review	Matthew Rawdon	(37)
Strategic Planning & Regeneration Team review	Chris Taylor	(33)
Clean, Safe & Green review	Craig Thorpe	(50)
Parking service review	Ben Hosier	(40)
Resident Services restructure	David Austin	(50)
Adventure Playgrounds review	Matthew Rawdon	(125)
Regulatory Services restructure	Emma Walker	(30)
Sub total - Efficiency savings		(405)
<u>Other</u>		
Customer Services Unit insourcing		501
Homelessness employees costs fully funded from grant		246
ICT restructure - increased recharge to HRA		60
Transfers from other subjective groupings and ongoing virements		91
Sub total - Other		898
Total change year on year		1,431
2018/19 Employee Budget		23,242

GENERAL FUND BUDGET CHANGE ANALYSIS 2018/19 PREMISES EXPENDITURE	
2017/18 Premises Budget	4,361
Inflation	
General inflation	108
Remove inflation on insurance	(18)
Sub total - Inflation	90
Growth items	
Garage maintenance	Fiona Williamson 50
Sub total - Growth items	50
Removal of 2017/18 one-off items (reserve / grant funded)	
Tring Town Council budget	Chris Taylor (70)
County Council elections - grant funded	Jim Doyle (25)
Sub total - Removal of 2017/18 one-off items	(95)
2018/19 one-off items (reserve / grant funded)	
Temporary Accommodation (Leys Road) improvements	Natasha Beresford 50
Sub total - 2018/19 one-off items	50
Total change year on year	95
2018/19 Premises Budget	4,456
GENERAL FUND BUDGET CHANGE ANALYSIS 2018/19 TRANSPORT EXPENDITURE	
2017/18 Transport Budget	1,519
Efficiency savings	
Waste Services haulage	Craig Thorpe (47)
Other minor items under £10k	(3)
Sub total - Efficiency savings	(47)
Other	
Transfers to other subjective groupings and ongoing virements	(39)
Sub total - Other	(39)
Total change year on year	(89)
2018/19 Transport Budget	1,430

GENERAL FUND BUDGET CHANGE ANALYSIS 2018/19 SUPPLIES & SERVICES EXPENDITURE		
2017/18 Supplies & Services Budget		7,266
<u>Inflation</u>		
Inflation on ICT contracts		43
Sub total - Inflation		43
<u>Growth items</u>		
Splash park running costs	Craig Thorpe	50
Health and Safety compliance	Emma Walker	50
Bank charges on debit and credit card payments	Chris Baker	40
Other growth items under £10k		5
Sub total - Growth items		145
<u>Removal of 2017/18 one-off items (reserve / grant funded)</u>		
Tour of Britain	David Austin	(120)
County Council elections	Jim Doyle	(45)
Ambassadors Programme	Chris Taylor	(30)
Leisure Review	Matthew Rawdon	(200)
Parking - Controlled Parking Zone schemes	Ben Hosier	(26)
Water Gardens	Chris Taylor	(85)
Arts Development and Support (final year of project)	Matthew Rawdon	(15)
Get Set Go (final year of project)	Matthew Rawdon	(11)
Staff survey every 3 years	Matthew Rawdon	(8)
Other items under £10k		(24)
Sub total - Removal of 2017/18 one-off items		(564)
<u>2018/19 one-off items (reserve / grant funded)</u>		
Armed Forces day	Matthew Rawdon	20
Water Gardens	Chris Taylor	41
Leisure contract one-off year one costs	Matthew Rawdon	375
Homelessness Prevention fund	Natasha Beresford	51
Ambassadors - further year of project	Chris Taylor	25
Sub total - 2018/19 one-off items		512
<u>Efficiency savings</u>		
Sports Trust grant	Matthew Rawdon	(225)
ICT - use of new technologies	Ben Trueman	(31)
Central Administration - Postage and Stationery	Jim Doyle	(28)
Parking Contract	Ben Hosier	(140)
Communications efficiencies	Matthew Rawdon	(32)
Sub total - Efficiency savings		(456)
<u>Other</u>		
Homelessness costs fully funded from grant		70
Transfers to other subjective groupings and ongoing virements		54
Sub total - Other		124
Total change year on year		(196)
2018/19 Supplies & Services Budget		7,070

GENERAL FUND BUDGET CHANGE ANALYSIS 2018/19 THIRD-PARTY PAYMENTS	
2017/18 Third Party Payments Budget	1,196
<u>Inflation</u>	
General inflation	29
Sub total - Inflation	29
<u>Growth items</u>	
Occupational Health contract enhanced to cover H&S monitoring	Matthew Rawdon 10
Sub total - Growth items	10
<u>Efficiency savings</u>	
Customer Services Unit - savings from insourcing of CSU	Robert Smyth (95)
Sub total - Efficiency savings	(95)
<u>Other</u>	
Transfers to other subjective groupings and ongoing virements	(531)
Sub total - Other	(531)
Total change year on year	(587)
2018/19 Third Party Payments Budget	609
GENERAL FUND BUDGET CHANGE ANALYSIS 2018/19 TRANSFER PAYMENTS	
2017/18 Transfer Payments Budget	47,149
<u>Other</u>	
Homelessness expenditure funded by grant	50
Sub total - Other	50
Total change year on year	50
2018/19 Transfer Payments Budget	47,199

GENERAL FUND BUDGET CHANGE ANALYSIS 2018/19 INCOME		
2017/18 Income Budget		(15,242)
Inflation		
General inflation		(277)
Remove inflation on insurance		8
Sub total - Inflation		(269)
Removal of 2017/18 one-off items (reserve / grant funded)		
Ambassadors Programme	Chris Taylor	15
Sub total - Removal of 2017/18 one-off items		15
2018/19 one-off items (reserve / grant funded)		
Ambassadors - further year of project	Chris Taylor	(30)
		(30)
Increased income		
Garages - review pricing structure	Layna Warden	(350)
Planning Fees (volume related)	Andrew Horner	(115)
Temporary Accommodation	Natasha Beresford	(120)
Investment Property income	Nicholas Brown	(100)
Maylands Business Centre	Chris Taylor	(16)
Planning Fees (20% increase in fees)	Andrew Horner	(165)
Investment Property income	Nicholas Brown	(160)
Other items under £10k		(33)
Sub total - Efficiency savings		(1,059)
Other		
Transfers to other subjective groupings and ongoing virements		(26)
Sub total - Other		(26)
Total change year on year		(1,369)
2018/19 Income Budget		(16,611)
GENERAL FUND BUDGET CHANGE ANALYSIS 2018/19 GRANTS, REIMBURSEMENTS AND CONTRIBUTIONS		
2017/18 Grants, Reimbursements and Contributions Budget		(50,971)
Inflation		
General inflation		(14)
Sub total - Inflation		(14)
Growth items		
Reduction to Benefits Administration Subsidy grant	Chris Baker	60
Amendment to Benefits Administration Subsidy grant	Chris Baker	(28)
Sub total - Growth items		60
Removal of 2017/18 one-off items (reserve / grant funded)		
County Council elections	Jim Doyle	170
Get Set Go - final year of contract	Matthew Rawdon	42
Sub total - Removal of 2017/18 one-off items		212
Increased income		
Maylands Business Centre	Chris Taylor	(20)
Corporate Anti-Fraud	Chris Baker	(19)
CCTV income	Ben Hosier	(20)
Waste Services income from increased recycling rate (AFM)	Craig Thorpe	(40)
Rebate from Electronic Payment Cards	Fiona Jump	(10)
Sub total - Increased income		(109)
Other		
Homelessness grant		(366)
Transfers to other subjective groupings and ongoing virements		(19)
Sub total - Other		(385)
Total change year on year		(264)
2018/19 Grants, Reimbursements and Contributions Budget		(51,235)

GENERAL FUND BUDGET CHANGE ANALYSIS 2018/19 RECHARGE TO THE HRA	
2017/18 Recharge to the HRA	(3,946)
Other	
ICT restructure - increased recharge to HRA	(60)
Increased CCTV recharges (CCTV monitoring at flats)	(31)
Increased recharge to the HRA from Support Services recharges	(36)
Increased recharge to the HRA from Support Services recharges	(41)
Sub total - Other	(168)
Total change year on year	(168)
2018/19 Recharge to the HRA	(4,114)

OVERVIEW AND SCRUTINY COMMITTEE GENERAL FUND BUDGETS 2018/19				
	Finance & Resources 2018/19 (£)	Housing & Community 2018/19 (£)	Planning & Environment 2018/19 (£)	Total (£)
Employees	10,016,590	3,668,620	9,557,000	23,242,210
Premises	2,663,660	904,980	887,090	4,455,730
Transport	215,370	17,230	1,197,770	1,430,370
Supplies & Services	3,464,530	1,721,920	1,883,890	7,070,340
Third-Parties	520,800	0	88,330	609,130
Capital Charges	1,097,540	1,896,540	1,497,010	4,491,090
Transfer Payments	47,144,000	55,000	0	47,199,000
Income	(8,105,070)	(4,546,450)	(3,959,550)	(16,611,070)
Grants and Contributions	(48,493,580)	(513,680)	(1,878,030)	(50,885,290)
Other Income (Housing Benefit Overpayments)	(350,000)	0	0	(350,000)
Recharges	(6,044,090)	37,823	1,891,921	(4,114,346)
Net Expenditure by Committee	2,129,750	3,241,983	11,165,431	16,537,164

FINANCE & RESOURCES GENERAL FUND BUDGETS 2018/19					
	Original 2017/2018 £	Forecast as at month 9 2017/2018 £	Draft 2018/2019 £	Variance 2017/18 - 2018/19 £ %	
Finance & Resources					
Employees	9,803,250	10,072,524	10,016,590	213,340	2%
Premises	2,648,813	2,582,469	2,663,660	14,847	1%
Transport	214,820	229,564	215,370	550	0%
Supplies & Services	3,565,068	4,175,499	3,464,530	(100,539)	(3%)
Third-Parties	532,590	629,250	520,800	(11,790)	(2%)
Capital Charges	1,097,540	1,097,540	1,097,540	0	0%
Transfer Payments	47,144,000	47,144,000	47,144,000	0	0%
Income	(7,670,397)	(8,019,926)	(8,105,070)	(434,673)	6%
Grants and Contributions	(48,663,673)	(48,817,992)	(48,493,580)	170,093	(0%)
Other Income	(350,000)	(350,000)	(350,000)	0	0%
Recharges	(5,830,242)	(6,045,486)	(6,044,090)	(213,848)	4%
Net Expenditure: Finance & Resources	2,491,769	2,697,442	2,129,750	(362,020)	(15%)

FINANCE & RESOURCES GENERAL FUND BUDGET DETAIL 2018/19

	Original 2017/2018 £	Forecast as at month 9 2017/2018 £	Draft 2018/2019 £	Variance 2017/18 - 2018/19 £ %	
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Finance & Resources

Chief Executive's Unit (Sally Marshall)

Facilitating Change (Sally Marshall)

Supplies & Services	100,000	98,000	100,000	0	0%
Recharges	(100,000)	(98,000)	(100,000)	0	0%
Net Expenditure: Facilitating Change	0	0	0	0	

Management Team and Other Support Overheads (Sally Marshall)

Employees	420,540	435,788	437,670	17,130	4%
Transport	600	600	610	10	2%
Supplies & Services	11,920	11,920	11,930	10	0%
Recharges	(433,060)	(448,308)	(450,210)	(17,150)	(4%)
Net Expenditure: Management Team and Other Support Overheads	0	0	0	0	

Net Expenditure: Chief Executive's Unit (MO)

0	0	0	0
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Finance & Operations Management (James Deane)

Internal Audit (James Deane)

Third-Parties	99,380	95,880	101,770	2,390	2%
Recharges	(99,380)	(95,880)	(101,770)	(2,390)	(2%)
Net Expenditure: Internal Audit	0	0	0	0	

Management Team and Other Support Overheads (James Deane)

Employees	329,000	310,814	337,510	8,510	3%
Transport	0	39	0	0	
Supplies & Services	2,800	217,699	2,810	10	0%
Recharges	(331,800)	(528,553)	(340,320)	(8,520)	(3%)
Net Expenditure: Management Team and Other Support Overheads	0	0	0	0	

Net Expenditure: Finance & Governance Management

0	0	0	0
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FINANCE & RESOURCES GENERAL FUND BUDGET DETAIL 2018/19

	Original 2017/2018 £	Forecast as at month 9 2017/2018 £	Draft 2018/2019 £	Variance 2017/18 - 2018/19 £ %	
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Finance & Resources (AD Finance & Resources)

Car Parking (Ben Hosier)

Employees	118,830	90,065	81,240	(37,590)	(32%)
Premises	429,050	385,748	444,860	15,810	4%
Transport	1,060	1,073	1,090	30	3%
Supplies & Services	630,210	824,550	508,260	(121,950)	(19%)
Third-Parties	11,700	25,000	24,000	12,300	105%
Capital Charges	43,550	43,550	43,550	0	0%
Income	(2,080,140)	(2,296,000)	(2,123,120)	(42,980)	(2%)
Recharges	374,690	339,008	353,635	(21,055)	(6%)
Net Expenditure: Car Parking	(471,050)	(587,006)	(666,485)	(195,435)	(41%)

Property Management and Office Accommodation (Ben Hosier)

Premises	435,655	216,536	449,710	14,055	3%
Supplies & Services	15,500	28,305	15,540	40	0%
Third-Parties	300,000	400,000	307,200	7,200	2%
Capital Charges	315,000	315,000	315,000	0	0%
Income	(235,000)	(178,492)	(240,640)	(5,640)	(2%)
Recharges	(831,155)	(781,348)	(846,810)	(15,655)	(2%)
Net Expenditure: Property Management and Office Accommodation	0	0	0	0	

Procurement Services (Ben Hosier)

Employees	188,700	207,600	239,270	50,570	27%
Transport	310	404	320	10	3%
Supplies & Services	2,600	21,248	17,620	15,020	578%
Recharges	(191,610)	(229,252)	(257,210)	(65,600)	(34%)
Net Expenditure: Procurement Services	0	0	0	0	

Housing Benefit Payments (Chris Baker)

Capital Charges	35,000	35,000	35,000	0	0%
Transfer Payments	23,440,000	23,440,000	23,440,000	0	0%
Grants and Contributions	(23,673,844)	(23,673,844)	(23,673,850)	(6)	(0%)
Other Income	(190,000)	(190,000)	(190,000)	0	0%
Net Expenditure: Housing Benefit Payments	(388,844)	(388,844)	(388,850)	(6)	(0%)

Housing benefits: rent rebates to HRA tenants - mandatory payments (Chris Baker)

Capital Charges	20,000	20,000	20,000	0	0%
Transfer Payments	23,704,000	23,704,000	23,704,000	0	0%
Grants and Contributions	(23,559,986)	(23,559,986)	(23,559,990)	(4)	(0%)
Other Income	(160,000)	(160,000)	(160,000)	0	0%
Net Expenditure: Housing benefits: rent rebates to HRA tenants - mandatory payments	4,014	4,014	4,010	(4)	(0%)

FINANCE & RESOURCES GENERAL FUND BUDGET DETAIL 2018/19

	Original 2017/2018 £	Forecast as at month 9 2017/2018 £	Draft 2018/2019 £	Variance 2017/18 - 2018/19 £ %	
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Housing Benefits (Administration) (Chris Baker)					
Employees	697,960	738,613	721,140	23,180	3%
Transport	2,230	520	2,280	50	2%
Supplies & Services	10,180	2,123	10,180	0	0%
Grants and Contributions	(645,963)	(709,141)	(633,530)	12,432	2%
Recharges	1,046,540	964,132	928,133	(118,407)	(11%)
Net Expenditure: Housing Benefits (Administration)	1,110,947	996,247	1,028,203	(82,745)	(7%)

Local Tax Collection (Chris Baker)					
Employees	465,920	490,815	479,730	13,810	3%
Transport	530	530	540	10	2%
Supplies & Services	84,300	128,739	124,810	40,510	48%
Capital Charges	6,260	6,260	6,260	0	0%
Grants and Contributions	(468,000)	(407,416)	(468,000)	0	0%
Recharges	619,130	692,242	687,281	68,151	11%
Net Expenditure: Local Tax Collection	708,140	911,170	830,621	122,481	17%

Local Tax Collection and Benefits Support Team (Chris Baker)					
Employees	324,340	371,889	353,830	29,490	9%
Transport	5,640	5,640	5,780	140	2%
Supplies & Services	138,067	142,100	140,670	2,603	2%
Grants and Contributions	0	(10,033)	0	0	
Recharges	(468,047)	(509,596)	(500,280)	(32,233)	(7%)
Net Expenditure: Local Tax Collection and Benefits Support Team	0	0	0	0	0%

Management Team and Other Support Overheads (AD Finance & Resources)					
Employees	301,420	304,548	316,080	14,660	5%
Transport	530	250	540	10	2%
Supplies & Services	6,150	5,999	6,150	0	0%
Capital Charges	6,730	6,730	6,730	0	0%
Recharges	(314,830)	(317,527)	(329,500)	(14,670)	(5%)
Net Expenditure: Management Team and Other Support Overheads	0	0	0	0	

Corporate Management - Financial Fees and Services (Fiona Jump)					
Supplies & Services	141,000	133,000	133,000	(8,000)	(6%)
Income	0	(9,083)	0	0	
Net Expenditure: Corporate Management - Financial Fees and Services	141,000	123,917	133,000	(8,000)	(6%)

Past Service Costs (Fiona Jump)					
Employees	1,561,560	1,561,560	1,562,180	620	0%
Net Expenditure: Past Service Costs	1,561,560	1,561,560	1,562,180	620	0%

FINANCE & RESOURCES GENERAL FUND BUDGET DETAIL 2018/19

	Original 2017/2018 £	Forecast as at month 9 2017/2018 £	Draft 2018/2019 £	Variance 2017/18 - 2018/19 £ %	
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Parish Grants (Fiona Jump)

Supplies & Services	246,901	259,160	243,900	(3,001)	(1%)
Net Expenditure: Parish Grants	246,901	259,160	243,900	(3,001)	(1%)

Financial Services (Fiona Jump)

Employees	1,047,890	1,062,460	1,016,330	(31,560)	(3%)
Transport	1,450	1,120	1,480	30	2%
Supplies & Services	45,050	75,960	53,480	8,430	19%
Third-Parties	20,000	23,500	20,480	480	2%
Capital Charges	61,900	61,900	61,900	0	0%
Grants and Contributions	(38,390)	(34,470)	(49,320)	(10,930)	(28%)
Recharges	(1,137,900)	(1,190,470)	(1,104,350)	33,550	3%
Net Expenditure: Financial Services	0	0	0	0	

Support Services - Insurance (Fiona Jump)

Employees	54,410	54,410	54,410	0	0%
Premises	761,770	761,770	761,770	0	0%
Transport	175,330	175,330	175,330	0	0%
Supplies & Services	468,110	468,110	468,110	0	0%
Income	(312,960)	(312,960)	(312,960)	0	0%
Recharges	(1,146,660)	(1,146,660)	(1,146,660)	0	0%
Net Expenditure: Support Services - Insurance	0	0	0	0	

Allotments (Nicholas Brown)

Premises	12,250	11,689	12,540	290	2%
Supplies & Services	300	0	300	0	0%
Income	(14,900)	(12,697)	(15,260)	(360)	(2%)
Recharges	10	10	368	358	3584%
Net Expenditure: Allotments	(2,340)	(998)	(2,052)	288	12%

Community Centres & Public Halls (Nicholas Brown)

Employees	131,850	143,448	134,340	2,490	2%
Premises	176,940	204,188	180,710	3,770	2%
Supplies & Services	7,980	14,961	7,990	10	0%
Capital Charges	122,740	122,740	122,740	0	0%
Income	(158,590)	(152,330)	(162,400)	(3,810)	(2%)
Recharges	180,320	162,724	166,055	(14,265)	(8%)
Net Expenditure: Community Centres & Public Halls	461,240	495,732	449,435	(11,805)	(3%)

Outdoor Sports & Recreation Facilities (Sports Pavilions) (Nicholas Brown)

Premises	35,310	72,940	36,280	970	3%
Capital Charges	20,890	20,890	20,890	0	0%
Income	(35,740)	(35,740)	(36,600)	(860)	(2%)
Recharges	2,580	2,580	2,580	0	0%
Net Expenditure: Outdoor Sports & Recreation Facilities (Sports Pavilions)	23,040	60,670	23,150	110	0%

FINANCE & RESOURCES GENERAL FUND BUDGET DETAIL 2018/19

	Original 2017/2018 £	Forecast as at month 9 2017/2018 £	Draft 2018/2019 £	Variance 2017/18 - 2018/19 £ %	
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Cemeteries (Nicholas Brown)

Employees	287,300	239,404	297,410	10,110	4%
Premises	84,150	50,213	86,250	2,100	2%
Transport	11,880	21,449	11,890	10	0%
Supplies & Services	37,850	36,096	37,870	20	0%
Capital Charges	72,180	72,180	72,180	0	0%
Income	(429,860)	(401,465)	(440,180)	(10,320)	(2%)
Grants and Contributions	(51,100)	(51,020)	(52,330)	(1,230)	(2%)
Recharges	149,950	173,965	168,698	18,748	13%
Net Expenditure: Cemeteries	162,350	140,821	181,788	19,438	12%

Public Conveniences (Nicholas Brown)

Premises	33,531	35,293	34,480	949	3%
Capital Charges	45,640	45,640	45,640	0	0%
Income	(150)	(150)	(150)	0	0%
Recharges	82,620	130,551	88,612	5,992	7%
Net Expenditure: Public Conveniences	161,641	211,333	168,582	6,941	4%

Property Management and Office Accommodation (Nicholas Brown)

Employees	471,110	484,706	487,770	16,660	4%
Premises	0	54,207	0	0	
Transport	4,690	6,000	4,800	110	2%
Supplies & Services	56,360	78,350	56,670	310	1%
Income	(10,460)	(11,330)	(10,710)	(250)	(2%)
Recharges	(521,700)	(611,934)	(538,530)	(16,830)	(3%)
Net Expenditure: Property Management and Office Accommodation	0	0	0	0	

Investment Property (Nicholas Brown)

Premises	655,157	744,527	657,060	1,903	0%
Supplies & Services	13,140	6,514	13,170	30	0%
Income	(4,388,997)	(4,605,358)	(4,754,360)	(365,363)	(8%)
Recharges	546,330	501,731	487,156	(59,174)	(11%)
Net Expenditure: Investment Property	(3,174,370)	(3,352,586)	(3,596,974)	(422,604)	(13%)

Net Expenditure: Finance & Resources

544,229	435,189	(29,491)	(573,721)	(105%)
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Housing & Regeneration Management (Elliott Brooks)**Management Team and Other Support Overheads (Mark Gaynor)**

Employees	233,910	240,421	238,790	4,880	2%
Transport	360	360	370	10	3%
Supplies & Services	3,380	3,380	3,380	0	0%
Recharges	(237,650)	(244,161)	(242,540)	(4,890)	(2%)
Net Expenditure: Management Team and Other Support Overheads	0	0	0	0	

Net Expenditure: Housing & Regeneration Management

0	0	0	0	0
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FINANCE & RESOURCES GENERAL FUND BUDGET DETAIL 2018/19

	Original 2017/2018 £	Forecast as at month 9 2017/2018 £	Draft 2018/2019 £	Variance 2017/18 - 2018/19 £ %	
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Monitoring Officer (Mark Brookes)

Democratic Representation and Management (Jim Doyle)

Employees	219,500	184,121	183,930	(35,570)	(16%)
Transport	4,180	10,079	4,180	0	0%
Supplies & Services	451,870	444,220	453,120	1,250	0%
Income	(1,130)	0	(1,160)	(30)	(3%)
Recharges	816,350	931,703	883,763	67,413	8%
Net Expenditure: Democratic Representation and Management	1,490,770	1,570,124	1,523,833	33,063	2%

Corporate Management (Jim Doyle)

Recharges	195,700	425,075	402,156	206,456	105%
Net Expenditure: Corporate Management	195,700	425,075	402,156	206,456	105%

Registration of Electors (Jim Doyle)

Employees	89,310	107,475	90,910	1,600	2%
Transport	150	150	150	0	0%
Supplies & Services	67,920	67,920	69,130	1,210	2%
Capital Charges	570	570	570	0	0%
Income	(1,550)	(3,400)	(1,590)	(40)	(3%)
Recharges	76,140	62,666	71,585	(4,555)	(20%)
Net Expenditure: Registration of Electors	232,540	235,381	230,755	(1,785)	(5%)

Conducting Elections (Jim Doyle)

Employees	100,000	164,101	0	(100,000)	(100%)
Premises	25,000	45,358	0	(25,000)	(100%)
Supplies & Services	45,000	100,389	0	(45,000)	(100%)
Grants and Contributions	(170,000)	(292,192)	0	170,000	100%
Recharges	17,960	11,581	0	(17,960)	(40%)
Net Expenditure: Conducting Elections	17,960	29,237	0	(17,960)	(40%)

Local Welfare Assistance Schemes (Jim Doyle)

Supplies & Services	2,400	2,400	2,460	60	3%
Recharges	8,170	36	35	(8,135)	(100%)
Net Expenditure: Local Welfare Assistance Schemes	10,570	2,436	2,495	(8,075)	(76%)

Central Administration (Jim Doyle)

Employees	357,410	347,700	332,390	(25,020)	(7%)
Transport	440	440	440	0	0%
Supplies & Services	228,480	228,480	203,620	(24,860)	(11%)
Third-Parties	1,040	1,040	1,060	20	2%
Capital Charges	26,270	26,270	26,270	0	0%
Income	(510)	(510)	(520)	(10)	(2%)
Recharges	(613,130)	(603,420)	(563,260)	49,870	8%
Net Expenditure: Central Administration	0	0	0	0	

FINANCE & RESOURCES GENERAL FUND BUDGET DETAIL 2018/19

	Original 2017/2018 £	Forecast as at month 9 2017/2018 £	Draft 2018/2019 £	Variance 2017/18 - 2018/19 £ %	
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Legal Services (Mark Brookes)					
Employees	469,260	457,024	478,610	9,350	2%
Transport	1,320	1,320	1,350	30	2%
Supplies & Services	52,410	52,410	52,920	510	1%
Capital Charges	13,360	13,360	13,360	0	0%
Income	(410)	(410)	(5,420)	(5,010)	(1222%)
Grants and Contributions	(56,390)	(79,890)	(56,560)	(170)	(0%)
Recharges	(479,550)	(443,814)	(484,260)	(4,710)	(1%)
Net Expenditure: Legal Services	0	0	0	0	

Management Team and Other Support Overheads (Mark Brookes)					
Employees	72,700	75,387	74,100	1,400	2%
Transport	720	720	740	20	3%
Supplies & Services	1,850	1,850	1,860	10	1%
Recharges	(75,270)	(77,958)	(76,700)	(1,430)	(2%)
Net Expenditure: Management Team and Other Support Overheads	0	0	0	0	

Net Expenditure: Monitoring Officer	1,947,540	2,262,254	2,159,240	211,699	11%
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Neighbourhood Delivery (David Austin)

Management Team and Other Support Overheads (David Austin)					
Employees	229,320	171,076	183,710	(45,610)	(20%)
Transport	210	210	220	10	5%
Supplies & Services	1,300	400	1,310	10	1%
Recharges	(230,830)	(171,687)	(185,240)	45,590	20%
Net Expenditure: Management Team and Other Support Overheads	0	0	0	0	

Corporate Health & Safety (Emma Walker)					
Employees	69,520	125,540	105,810	36,290	52%
Transport	310	450	320	10	3%
Supplies & Services	3,850	33,030	53,890	50,040	1300%
Recharges	(73,680)	(159,020)	(160,020)	(86,340)	(117%)
Net Expenditure: Corporate Health & Safety	0	0	0	0	

Net Expenditure: Neighbourhood Delivery	0	0	0	0	
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FINANCE & RESOURCES GENERAL FUND BUDGET DETAIL 2018/19

	Original 2017/2018 £	Forecast as at month 9 2017/2018 £	Draft 2018/2019 £	Variance 2017/18 - 2018/19 £ %	
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Performance and Projects (Robert Smyth)

Information and Communication Technology (Ben Trueman)

Employees	608,470	708,430	845,670	237,200	39%
Transport	1,200	1,200	1,220	20	2%
Supplies & Services	564,230	564,230	546,150	(18,080)	(3%)
Third-Parties	45,500	28,860	0	(45,500)	(100%)
Capital Charges	307,450	307,450	307,450	0	0%
Recharges	(1,526,850)	(1,610,170)	(1,700,490)	(173,640)	(11%)
Net Expenditure: Information and Communication Technology	0	0	0	0	

Human Resources (Matt Rawdon)

Employees	483,650	483,650	464,400	(19,250)	(4%)
Transport	400	400	410	10	3%
Supplies & Services	108,350	108,350	108,370	20	0%
Third-Parties	52,970	52,970	64,240	11,270	21%
Recharges	(645,370)	(645,370)	(637,420)	7,950	1%
Net Expenditure: Human Resources	0	0	0	0	

Business Improvement (Matt Rawdon)

Employees	150,290	162,230	170,190	19,900	13%
Transport	200	200	200	0	0%
Supplies & Services	10,300	10,300	10,540	240	2%
Third-Parties	2,000	2,000	2,050	50	3%
Recharges	(162,790)	(174,730)	(182,980)	(20,190)	(12%)
Net Expenditure: Business Improvement	0	0	0	0	

Management Team and Other Support Overheads (Robert Smyth)

Employees	155,550	162,469	161,290	5,740	4%
Recharges	(155,550)	(162,469)	(161,290)	(5,740)	(4%)
Net Expenditure: Management Team and Other Support Overheads	0	0	0	0	

Net Expenditure: Performance and Projects

0 0 0 0

Planning, Development and Regeneration (James Doe)

Management Team and Other Support Overheads (James Doe)

Employees	163,530	186,775	167,880	4,350	3%
Transport	1,080	1,080	1,110	30	3%
Supplies & Services	5,310	5,310	5,320	10	0%
Recharges	(169,920)	(193,165)	(174,310)	(4,390)	(3%)
Net Expenditure: Management Team and Other Support Overheads	0	0	0	0	

Regeneration

0 0 0 0

Net Expenditure: Finance & Resources

Page 4169 2,697,442 2,129,750 (362,020) (15%)

FINANCE & RESOURCES COMMITTEE PROPOSED FEES AND CHARGES 2018/19				
	Unit Measurement	2017/18 Charge	2018/19 Proposed Charge	% Change
Revenues				
Summons Costs		50.00	56.00	12.0%
Liability Orders		25.00	30.00	20.0%
Berkhamsted Civic Centre				
Weddings - Full Day	Day	600.00	625.00	4.2%
Extended from 11.30pm to midnight	Half Hour	62.00	65.00	4.8%
Community Use - Day	Hour	21.50	22.00	2.3%
Community Use - Monday to Thursday Evening (after 6pm)	Hour	24.00	24.50	2.1%
Community Use - Friday Evenings & Weekends	Hour	29.00	30.00	3.4%
Commercial Use - Day	Hour	26.50	27.00	1.9%
Commercial Use - Monday to Thursday Evening (after 6pm)	Hour	32.00	33.00	3.1%
Commercial Use - Friday Evenings & Weekends	Hour	37.50	39.50	5.3%
Sale of Goods - Commercial - Evenings (after 6pm)	Evening	246.00	260.00	5.7%
Sale of Goods - Commercial	Day	250.00	270.00	8.0%
Victoria Hall				
Day Fayres - inc. Assembly Room, Victoria Room and main kitchen (9am to 6pm)	Day	450.00	465.00	3.3%
Day Fayres - inc. Assembly Room, Victoria Room and main kitchen (9am to 6pm) Charity	Day	250.00	260.00	4.0%
Weddings - Full Day	Day	650.00	650.00	0.0%
Weddings - Extra Time After 11:30pm	Half Hour	60.00	60.00	0.0%
Meetings - Community Use - Day	Hour	22.00	22.00	0.0%
Meetings - Community Use - Evening/Weekends	Hour	24.00	24.00	0.0%
Meetings - Commercial Use - Day	Hour	25.00	25.00	0.0%
Meetings - Commercial Use - week night Monday to Thursday	Hour	31.00	31.00	0.0%
Meetings - Commercial Use - Evening/Weekends	Hour	37.00	37.00	0.0%
Day Care	Day	n/a	n/a	0.0%
50+ and LFW	Session	33.50	33.50	0.0%
Tring Disabled Access	Session	n/a	n/a	0.0%
Private Bowls and Table Tennis	Session	33.50	33.50	0.0%
Kitchen Use - Washing Up	Day	30.00	30.00	0.0%
Kitchen Use - Full Catering	Day	60.00	60.00	0.0%
Victoria Room - Commercial Use - Weekdays to 6pm	Hour	22.40	22.40	0.0%
Victoria Room - Commercial Use - Weekdays after 6pm and Weekends	Hour	25.35	25.35	0.0%
Victoria Room - Community Use - Weekdays to 6pm	Hour	19.25	19.50	1.3%
Victoria Room - Community Use - Weekdays after 6pm and Weekends	Hour	21.00	21.00	0.0%
Albert Room - Community Use - Weekdays to 6pm	Hour	14.00	14.00	0.0%
Albert Room - Community Use - Weekdays after 6pm and Weekends	Hour	16.00	16.00	0.0%
Edward Room - Weekdays	Hour	11.00	11.00	0.0%
Edward Office - Day Centre	Week	n/a	n/a	0.0%
Edward Room Office	Hour	7.50	7.50	0.0%
Tring Park School Assembly Room	Hour	19.10	19.10	0.0%
Tring Park School Victoria Room	Hour	16.65	16.65	0.0%
Football Season				
Adult - Including Pavilion	13 Games	815.00	835.00	2.5%
Adult - Excluding Pavilion	13 Games	583.00	597.00	2.4%
Junior (aged 11 to 18) - Including Pavilion	13 Games	422.00	432.00	2.4%
Junior (aged 11 to 18) - Excluding Pavilion	13 Games	293.00	300.00	2.4%
Mini (aged 7 to 10) - Including Pavilion	13 Games	259.00	265.00	2.3%
Mini (aged 7 to 10) - Excluding Pavilion	13 Games	179.00	183.00	2.2%
Tennis Court				
Adult	Hour	5.00	n/a	0.0%
Junior (up to 16) / OAP (60+)	Hour	2.50	n/a	0.0%
Non Commercial Coaching - Adult	Hour	7.00	n/a	0.0%
Non Commercial Coaching - Junior	Hour	5.00	n/a	0.0%
Sports Pitch Hire - Football, Baseball & Rugby				
Adult - Including Pavilion	Match	69.00	71.00	2.9%
Adult - Excluding Pavilion	Match	50.00	51.00	2.0%
Junior (aged 11 to 18) - Including Pavilion	Match	43.00	44.00	2.3%
Junior (aged 11 to 18) - Excluding Pavilion	Match	31.00	32.00	3.2%
Mini (aged 7 to 10) - Including Pavilion	Match	27.00	28.00	3.7%
Mini (aged 7 to 10) - Excluding Pavilion	Match	19.50	20.00	2.6%

FINANCE & RESOURCES COMMITTEE PROPOSED FEES AND CHARGES 2018/19				
	Unit Measurement	2017/18 Charge	2018/19 Proposed Charge	% Change
Sports Pitch Hire - Cricket				
Adult - Including Pavilion	Match	69.00	71.00	2.9%
Adult - Excluding Pavilion	Match	63.00	64.50	2.4%
Giant Chess/Draughts				
Adult	Hour per person	2.50	2.50	0.0%
Adult Concessions	Hour per person	1.20	1.20	0.0%
Junior (up to 16) / OAP (60+)	Hour per person	1.50	1.50	0.0%
Casual Bowls				
Adult	Hour per person	3.00	3.00	0.0%
Adult Concessions	Hour per person	1.50	1.50	0.0%
Junior (up to 16) / OAP (60+)	Hour per person	2.00	2.00	0.0%
Shoe/Wood Hire	Per Hire	No charge	No charge	0.0%
Crazy Golf				
Adult	Round per person	2.50	n/a	0.0%
Adult Concessions	Round per person	1.20	n/a	0.0%
Junior (up to 16) / OAP (60+)	Round per person	1.50	n/a	0.0%
Deposit for Putter & Ball	Per Hire	1.00	n/a	0.0%
Petanque (Boules)				
Adult	Game per person	2.50	2.50	0.0%
Adult Concessions	Game per person	1.20	1.20	0.0%
Junior (up to 16) / OAP (60+)	Game per person	1.50	1.50	0.0%
Equipment Deposit	Per Hire	2.00	2.00	0.0%
Croquet				
Adult	Game per person	2.50	n/a	0.0%
Adult Concessions	Game per person	1.20	n/a	0.0%
Junior (up to 16) / OAP (60+)	Game per person	1.50	n/a	0.0%
Equipment Deposit	Per Hire	5.00	n/a	0.0%
Wednesday Group 10am to 1pm	Game per person	3.00	n/a	0.0%
Miscellaneous				
Hot Air Balloon Launches	Per Launch	50.00	51.50	3.0%
Allotments	Pole	6.00	6.00	0.0%
Ice Cream Trading Licences (Tender Process)	Per Season	n/a	n/a	0.0%
Hemel Hempstead Bowls Club	Per Annum	7,100.00	7,270.00	2.4%
Table Tennis				
Adult	Per 30 mins	1.00	n/a	0.0%
Junior/OAP	Per 30 mins	0.50	n/a	0.0%
Dacorun Card	Per 30 mins	0.50	n/a	0.0%
Cricket				
Adult - Training (No Marking Required)	Match	31.00	32.00	3.2%
Adult - Weekday Evening Match Excluding Pavilion	Match	41.00	42.00	2.4%
Cemeteries				
Exclusive Right of Burial				
Lawn Grave 9ft x 4ft (75 Years)		1,280.00	1,340.00	4.7%
Lawn Grave 9ft x 4ft (99 Years)		1,611.00	1,690.00	4.9%
Traditional Grave (75 Years)		1,074.00	-	-100.0%
Traditional Grave (99 Years)		1,611.00	-	-100.0%
Brick Lined Grave (75 Years)		2,543.00	2,670.00	5.0%
Brick Lined Grave (99 Years)		3,080.00	3,234.00	5.0%
Concrete Burial Chamber (75 Years)		2,228.00	-	-100.0%
Concrete Burial Chamber (99 Years)		2,765.00	-	-100.0%
Wooden Lined Burial Chamber (75 Years)		2,018.00	2,119.00	5.0%
Wooden Lined Burial Chamber (99 Years)		2,555.00	2,683.00	5.0%
Child & Babies Section (child from 0 to 12 years)		n/a	n/a	0.0%
Muslim Wooden Lined Grave		1,756.00	1,844.00	5.0%

FINANCE & RESOURCES COMMITTEE PROPOSED FEES AND CHARGES 2018/19				
	Unit Measurement	2017/18 Charge	2018/19 Proposed Charge	% Change
Pre Purchased				
Lawn Grave (75 Years)		2,203.00	2,310.00	4.9%
Lawn Grave (99 Years)		2,649.00	2,780.00	4.9%
Traditional Grave (75 Years)		2,203.00	-	-100.0%
Traditional Grave (99 Years)		2,649.00	-	-100.0%
Brick Lined Grave (75 Years)		3,708.00	-	-100.0%
Brick Lined Grave (99 Years)		4,154.00	-	-100.0%
Concrete Burial Chamber (75 Years)		3,388.00	-	-100.0%
Concrete Burial Chamber (99 Years)		3,829.00	-	-100.0%
Wooden Lined Burial Chamber (75 Years)		3,173.00	-	-100.0%
Wooden Lined Burial Chamber (99 Years)		3,614.00	-	-100.0%
Muslim Wooden Lined Grave		2,906.00	3,050.00	5.0%
Cremated Remains Exclusive Right of Burial				
Cremated Remains Flat Tablet Memorial (75 Years)		472.00	495.00	4.9%
Cremated Remains Flat Tablet Memorial (99 Years)		582.00	610.00	4.8%
Cremated Remains Desk Memorial (75 Years)		472.00	495.00	4.9%
Cremated Remains Desk Memorial (99 Years)		582.00	610.00	4.8%
Cremated Remains 2'6" upright Memorial (75 Years)		687.00	720.00	4.8%
Cremated Remains 2'6" upright Memorial (99 Years)		797.00	835.00	4.8%
Cremated Remains Family Garden (75 Years)		749.00	785.00	4.8%
Cremated Remains Family Garden (99 Years)		969.00	1,015.00	4.7%
Pre Purchased				
Cremated Remains Flat Tablet Memorial (75 Years)		749.00	785.00	4.8%
Cremated Remains Flat Tablet Memorial (99 Years)		969.00	1,015.00	4.7%
Cremated Remains Desk Memorial (75 Years)		749.00	785.00	4.8%
Cremated Remains Desk Memorial (99 Years)		969.00	1,015.00	4.7%
Cremated Remains 2'6" upright Memorial (75 Years)		963.00	1,010.00	4.9%
Cremated Remains 2'6" upright Memorial (99 Years)		1,356.00	1,420.00	4.7%
Cremated Remains Family Garden (75 Years)		1,190.00	1,250.00	5.0%
Cremated Remains Family Garden (99 Years)		1,741.00	1,825.00	4.8%
* All fees are pertinent to the grave owner, if non-resident fees are treble.				
Interment Fees				
Lawn Grave (Burial)		593.00	620.00	4.6%
Lawn Grave (Burial) - Child		n/a	n/a	0.0%
Traditional Grave		593.00	-	-100.0%
Brick Lined Grave		719.00	755.00	5.0%
Concrete Burial Chamber		593.00	-	-100.0%
Wooden Lined Grave		593.00	622.00	4.9%
Muslim Wooden Lined Grave		593.00	622.00	4.9%
Woodland Burial including Tree		724.00	760.00	5.0%
Child Grave Child & Baby Section		n/a	n/a	0.0%
Cremated Remains		199.00	210.00	5.5%
Cremated Remains - Double Interment		399.00	420.00	5.3%
Scattering of Remains		52.00	55.00	5.8%
* All fees are pertinent to the grave owner, if non-resident fees are treble.				
Additional Fees				
ERB (Deed) Transfer		65.00	68.00	4.6%
Casket Fee		215.00	-	-100.0%
Coffins/Grave Space over 7' x 30"		215.00	215.00	0.0%
Incorrect Coffin Sizes		37.00	37.00	0.0%
Use of Chapel		82.00	86.00	4.9%
Cremated Remains Casket (including engrave nameplate)		n/a	n/a	0.0%
Repurchase expired lease on Right off Burial (75 years)		829.00	870.00	4.9%
Repurchase expired lease on Right off Burial (75 years) Cremation Plot		n/a	30.00	0.0%
Register Search (per person, per year, per cemetery)		28.00	-	-100.0%
Exhumation (fee does not include re-interment, cost of diocesan faculty or ministry of justice licence) Full Interment		3,011.00	-	-100.0%
Exhumation (fee does not include re-interment, cost of diocesan faculty or ministry of justice licence) Cremated Remains		1,505.00	-	-100.0%
Additional Fee for out of hours interment (after 2 Mon - Thurs, after 1 Friday)		278.00	290.00	4.3%
Additional Fee for Saturday interment (Until 12.00)		278.00	290.00	4.3%

FINANCE & RESOURCES COMMITTEE PROPOSED FEES AND CHARGES 2018/19				
	Unit Measurement	2017/18 Charge	2018/19 Proposed Charge	% Change
Memorial Fees				
Memorial Administration Fees				
Headstone (additional or replacement)		181.00	190.00	5.0%
Child's Headstone		n/a	n/a	0.0%
Tablet or Plaque (additional or replacement)		68.00	71.00	4.4%
Desktop (additional or replacement)		68.00	71.00	4.4%
Vase (additional or replacement)		34.00	35.00	2.9%
Headstone (each inscription after the first, inc. memorial test fees)		125.00	130.00	4.0%
Desktops, Tablets and Plaques (each inscription after the first)		45.00	47.00	4.4%
Vase (each inscription after the first)		24.00	25.00	4.2%
Removal & Refixing of Headstones		n/a	n/a	0.0%
Sanctum (10 year lease)		1,206.00	1,206.00	0.0%
Sanctum (20 year lease)		1,678.00	1,678.00	0.0%
Sanctum Renewal (5 years)		446.00	446.00	0.0%
Bench and Installation (inc. 10 year lease)		1,107.00	1,160.00	4.8%
Stamford Bench and Installation (inc. 10 year lease)		1,212.00	1,270.00	4.8%
Elmwood Bench and Installation (inc. 10 year lease)		897.00	-	-100.0%
Clean, Inspect and Stain Seat (Oct to March)		162.00	-	-100.0%
Granite Buxton Seat (inc. 10 year lease)		787.00	1,000.00	27.1%
Memorial Seat Extend Lease (additional 5 years)		115.00	-	-100.0%
Granite Seat Plaque (inc. 5 year lease)		267.00	280.00	4.9%
Granite Seat Plaque Renewal (5 years)		157.00	165.00	5.1%
Mushroom Garden (10 years)		315.00	-	-100.0%
Mushroom Garden Renewal (5 years)		204.00	-	-100.0%
Rose Garden Memorial (10 years)		409.00	430.00	5.1%
Rose Garden Memorial Renewal (5 years)		309.00	324.00	4.9%
Tree with Inscribed Marker (10 years)		729.00	-	-100.0%
Tree with inscribed marker (10 years) existing tree		939.00	-	-100.0%
Tree renewal (5 years)		309.00	-	-100.0%
Shrub with Inscribed Marker (10 years)		225.00	236.00	4.9%
Shrub renewal (5 years)		120.00	126.00	5.0%
Standard Rose with Inscribed Marker (10 years)		278.00	292.00	5.0%
Standard Rose renewal (5 years)		141.00	148.00	5.0%
Rose with Inscribed Marker (10 years)		225.00	236.00	4.9%
Rose renewal (5 years)		120.00	125.00	4.2%
Flower Bed with Inscribed Marker (per year)		550.00	577.00	4.9%
Replacement Marker		55.00	58.00	5.5%
Octagonal Seat Plaque		267.00	280.00	4.9%
Octagonal Seat Plaque Renewal		162.00	170.00	4.9%
Tring Leather Panel Memorial		115.00	120.00	4.3%
Tring leather panel memorial renewal (5 years)		52.00	55.00	5.8%
Cremated Remains Scatter Tubes		37.00	-	-100.0%
3' Wooden Cross with name plate		78.00	-	-100.0%
18" Wooden Cross with name plate		68.00	-	-100.0%
Wooden marker		55.00	-	-100.0%
Leaf Vaults Single (10 years) inc. leaf vase		892.00	936.00	4.9%
Leaf Vaults Double (10 years) inc. leaf vase		997.00	1,045.00	4.8%
Leaf Vaults renewal (5 years)		262.00	275.00	5.0%
Leaf Vase		115.00	120.00	4.3%
* All fees are pertinent to the grave owner, if non-resident fees are treble.				

FINANCE & RESOURCES COMMITTEE PROPOSED FEES AND CHARGES 2018/19				
	Unit Measurement	2017/18 Charge	2018/19 Proposed Charge	% Change
Off Street Parking - (including VAT @ 20% where applicable)				
Wood Lane End (Previously Duxons Turn)	Up to 30 minutes	0.10	0.10	0.0%
Wood Lane End (Previously Duxons Turn)	Up to 2 Hours	0.40	0.40	0.0%
Wood Lane End (Previously Duxons Turn)	Up to 3 Hours	0.70	0.70	0.0%
Wood Lane End (Previously Duxons Turn)	Up to 4 Hours	1.00	1.00	0.0%
Wood Lane End (Previously Duxons Turn)	Up to 10 Hours	1.60	1.60	0.0%
Wood Lane End (Previously Duxons Turn)	annual season ticket (limited to 30)	250.00	250.00	0.0%
The Gables	Up to 1 Hour	0.50	0.50	0.0%
The Gables	Up to 2 Hours	0.70	0.70	0.0%
The Gables	Up to 3 Hours	0.90	0.90	0.0%
The Gables	Up to 4 Hours	1.10	1.10	0.0%
The Gables	Up to 10 Hours	1.60	1.60	0.0%
High Street	Up to 1 Hour	0.50	0.50	0.0%
High Street	Up to 2 Hours	0.70	0.70	0.0%
High Street	Up to 3 Hours	0.90	0.90	0.0%
High Street	Up to 4 Hours	1.10	1.10	0.0%
High Street	Up to 10 Hours	1.60	1.60	0.0%
High Street	Annual resident permit	50.00	50.00	0.0%
Queensway	Up to 1 Hour	0.60	0.60	0.0%
Queensway	Up to 2 Hours	1.00	1.00	0.0%
Queensway	Up to 3 Hours	1.30	1.30	0.0%
Queensway	Up to 4 Hours	1.60	1.60	0.0%
Queensway	Up to 10 Hours	2.50	2.50	0.0%
Alexandra Road	Up to 1 Hour	0.60	0.60	0.0%
Alexandra Road	Up to 2 Hours	1.00	1.00	0.0%
Alexandra Road	Up to 3 Hours	1.30	1.30	0.0%
Alexandra Road	Up to 4 Hours	1.60	1.60	0.0%
Alexandra Road	Up to 10 Hours	2.50	2.50	0.0%
Water Gardens (North) upper deck	Up to 1 Hour	0.80	0.80	0.0%
Water Gardens (North) upper deck	Up to 2 Hours	1.40	1.40	0.0%
Water Gardens (North) upper deck	Up to 3 Hours	2.00	2.00	0.0%
Water Gardens (North) upper deck	Up to 4 Hours	2.50	2.50	0.0%
Water Gardens (North) upper deck	Up to 10 Hours	3.50	3.50	0.0%
Water Gardens (North) lower deck	Up to 1 Hour	0.80	0.80	0.0%
Water Gardens (North) lower deck	Up to 2 Hours	1.40	1.40	0.0%
Water Gardens (North) lower deck	Up to 3 Hours	2.00	2.00	0.0%
Water Gardens (North) lower deck	Up to 4 Hours	2.50	2.50	0.0%
Water Gardens (North) lower deck	Up to 10 Hours	3.50	3.50	0.0%
Water Gardens (South)	Up to 30 minutes	0.50	0.50	0.0%
Water Gardens (South)	Up to 1 Hour	1.00	1.00	0.0%
Water Gardens (South)	Up to 2 Hours	1.60	1.60	0.0%
Moor End Road	Up to 4 Hours	2.50	2.50	0.0%
Moor End Road	Up to 10 Hours	4.00	4.00	0.0%
Park Road	Up to 1 Hour	0.60	0.60	0.0%
Park Road	Up to 2 Hours	0.80	0.80	0.0%
Park Road	Up to 3 Hours	1.00	1.00	0.0%
Park Road	Up to 4 Hours	1.20	1.20	0.0%
Park Road	Up to 10 Hours	2.50	2.50	0.0%
Cowper Road	Up to 2 Hours	0.50	0.50	0.0%
Cowper Road	Up to 3 Hours	0.60	0.60	0.0%
Cowper Road	Up to 4 Hours	0.70	0.70	0.0%
Durrants Hill	Up to 30 minutes	0.10	0.10	0.0%
Durrants Hill	Up to 2 Hours	0.40	0.40	0.0%
Durrants Hill	Up to 3 Hours	0.70	0.70	0.0%
Durrants Hill	Up to 4 Hours	1.00	1.00	0.0%
Durrants Hill	Up to 10 Hours	1.60	1.60	0.0%
Durrants Hill	annual season ticket	524.16	524.16	0.0%
Water Lane	Up to 1 Hour	0.70	0.70	0.0%
Water Lane	Up to 2 Hours	1.30	1.30	0.0%
Water Lane	Up to 3 Hours	2.00	2.00	0.0%
Water Lane	Up to 4 Hours	2.60	2.60	0.0%
Lower Kings Road	Up to 1 Hour	0.70	0.70	0.0%
Lower Kings Road	Up to 2 Hours	1.30	1.30	0.0%
Lower Kings Road	Up to 3 Hours	2.00	2.00	0.0%
Lower Kings Road	Up to 4 Hours	2.60	2.60	0.0%
Canal Fields	10 day season (limited to 20)	10.00	10.00	0.0%

FINANCE & RESOURCES COMMITTEE PROPOSED FEES AND CHARGES 2018/19				
	Unit Measurement	2017/18 Charge	2018/19 Proposed Charge	% Change
St John's Well Lane	Up to 1 Hour	0.70	0.70	0.0%
St John's Well Lane	Up to 2 Hours	1.30	1.30	0.0%
St John's Well Lane	Up to 3 Hours	2.00	2.00	0.0%
St John's Well Lane	Up to 4 Hours	2.60	2.60	0.0%
St John's Well Lane	Up to 10 Hours	3.80	3.80	0.0%
The Forge	Up to 2 Hours	1.00	1.00	0.0%
The Forge	Up to 3 Hours	1.20	1.20	0.0%
The Forge	Up to 4 Hours	1.50	1.50	0.0%
The Forge	Up to 10 Hours	2.20	2.20	0.0%
The Forge	Annual Season ticket	416.00	416.00	0.0%
The Forge	Annual resident permit	50.00	50.00	0.0%
Church Yard (Previously Frogmore Street East long stay)	Up to 10 Hours	2.20	2.20	0.0%
Frogmore Street (East)	Up to 2 Hours	1.00	1.00	0.0%
Frogmore Street (East)	Up to 3 Hours	1.20	1.20	0.0%
Frogmore Street (East)	Up to 4 Hours	1.50	1.50	0.0%
Frogmore Street (West)	Up to 10 Hours	2.20	2.20	0.0%
Frogmore Street (West)	Annual resident permit	50.00	50.00	0.0%
Victoria Hall	Up to 2 Hours	1.00	1.00	0.0%
Victoria Hall	Up to 3 Hours	1.20	1.20	0.0%
Victoria Hall	Up to 4 Hours	1.50	1.50	0.0%
Old School Yard (Tring Town Council car park)	Up to 2 Hours	1.00	1.00	0.0%
Old School Yard (Tring Town Council car park)	Up to 3 Hours	1.20	1.20	0.0%
Old School Yard (Tring Town Council car park)	Up to 4 Hours	1.50	1.50	0.0%
Season Ticket Changes	2nd and more in any year	7.00	7.00	0.0%
Annual resident car park permit changes	2nd and more in any year	7.00	7.00	0.0%
Bay suspension or dispensation	Per half day	10.00	10.00	0.0%
Bay suspension or dispensation	Per day	20.00	20.00	0.0%
Filming administration charge		50.00	50.00	0.0%
On Street Parking				
Waterhouse Street (certain lengths between Bank Court and bus station)	Up to 15 minutes	0.50	0.50	0.0%
Waterhouse Street (certain lengths between Bank Court and bus station)	Up to 30 minutes	1.00	1.00	0.0%
Shared use St John's Road cul-de-sac	Up to 1 Hour	0.50	0.50	0.0%
Shared use St John's Road cul-de-sac	Up to 2 Hours	1.00	1.00	0.0%
Shared use St John's Road cul-de-sac	Up to 3 Hours	2.00	2.00	0.0%
Shared use St John's Road cul-de-sac	Up to 4 Hours	4.00	4.00	0.0%
Shared use Cotterells (East side opposite numbers 182-236)	Up to 1 Hour	0.50	0.50	0.0%
Shared use Cotterells (East side opposite numbers 182-236)	Up to 2 Hours	1.00	1.00	0.0%
Shared use Cotterells (East side opposite numbers 182-236)	Up to 3 Hours	2.00	2.00	0.0%
Shared use Cotterells (East side opposite numbers 182-236)	Up to 4 Hours	4.00	4.00	0.0%
Shared use Cotterells (West side adjacent to school field)	Up to 1 Hour	0.50	0.50	0.0%
Shared use Cotterells (West side adjacent to school field)	Up to 2 Hours	1.00	1.00	0.0%
Shared use Cotterells (West side adjacent to school field)	Up to 3 Hours	2.00	2.00	0.0%
Shared use Cotterells (West side adjacent to school field)	Up to 4 Hours	4.00	4.00	0.0%
Shared use Cemetery Hill (Opposite South Hill Church)	Up to 1 Hour	0.50	0.50	0.0%
Shared use Cemetery Hill (Opposite South Hill Church)	Up to 2 Hours	1.00	1.00	0.0%
Shared use Cemetery Hill (Opposite South Hill Church)	Up to 3 Hours	2.00	2.00	0.0%
Shared use Cemetery Hill (Opposite South Hill Church)	Up to 4 Hours	4.00	4.00	0.0%
Shared use Alexandra Road (adjacent to Christchurch)	Up to 1 Hour	0.50	0.50	0.0%
Shared use Alexandra Road (adjacent to Christchurch)	Up to 2 Hours	1.00	1.00	0.0%
Shared use Alexandra Road (adjacent to Christchurch)	Up to 3 Hours	2.00	2.00	0.0%
Shared use Alexandra Road (adjacent to Christchurch)	Up to 4 Hours	4.00	4.00	0.0%
High Street Berkhamsted (20mph zone) - maximum of 60 minutes	Up to 12 minutes	0.20	0.20	0.0%
High Street Berkhamsted (20mph zone) - maximum of 60 minutes	Up to 24 minutes	0.40	0.40	0.0%
High Street Berkhamsted (20mph zone) - maximum of 60 minutes	Up to 36 minutes	0.60	0.60	0.0%
High Street Berkhamsted (20mph zone) - maximum of 60 minutes	Up to 48 minutes	0.80	0.80	0.0%
High Street Berkhamsted (20mph zone) - maximum of 60 minutes	Up to 60 minutes	1.00	1.00	0.0%
CPZ resident permit 1st	Annual	25.00	25.00	0.0%
CPZ resident permit 2nd	Annual	40.00	40.00	0.0%
CPZ resident permit 3rd	Annual	40.00	40.00	0.0%
CPZ resident permit 2nd vehicle owner blue badge holder	Annual	10.00	10.00	0.0%
CPZ resident permit motorcycle	Annual	10.00	10.00	0.0%
CPZ business permit	Annual	300.00	300.00	0.0%
CPZ resident permit changes	2nd and more in any year	7.00	7.00	0.0%
CPZ visitor permit	5 Hour x 20	12.00	12.00	0.0%
CPZ visitor permit	1 week	3.00	3.00	0.0%
CPZ visitor permit	1 Hour x 25	4.00	4.00	0.0%

FINANCE & RESOURCES COMMITTEE PROPOSED FEES AND CHARGES 2018/19				
	Unit Measurement	2017/18 Charge	2018/19 Proposed Charge	% Change
CPZ visitor permit applicant Dacorum card holder	5 Hour x 20	6.00	6.00	0.0%
CPZ visitor permit applicant Dacorum card holder	1 week	1.50	1.50	0.0%
CPZ visitor permit applicant Dacorum card holder	1 Hour x 25	2.00	2.00	0.0%
CPZ visitor permit applicant 60 years old or over	5 Hour x 20	6.00	6.00	0.0%
CPZ visitor permit applicant 60 years old or over	1 week	1.50	1.50	0.0%
CPZ visitor permit postage and handling	1 to 4 books	3.00	3.00	0.0%
CPZ visitor permit postage and handling	5 to 10 books	5.00	5.00	0.0%
CPZ special permit 1st	Annual	25.00	25.00	0.0%
CPZ special permit 2nd	Annual	40.00	40.00	0.0%
CPZ special permit 3rd	Annual	40.00	40.00	0.0%
CPZ special permit changes	2nd and more in any year	7.00	7.00	0.0%
CPZ doctor health visitor (DHV) permit	Annual	20.00	20.00	0.0%
CPZ doctor health visitor (DHV) permit changes	2nd and more in any year	7.00	7.00	0.0%
Bay suspension or dispensation	Per half day	10.00	10.00	0.0%
Bay suspension or dispensation	Per day	20.00	20.00	0.0%
Customer Accounts				
Service Charge Enquiry Fees:				
Sale-on Charges to Solicitors	Per application	112.50	112.50	0.0%

HOUSING & COMMUNITY GENERAL FUND BUDGETS 2018/19					
	Original 2017/2018 £	Forecast as at month 9 2017/2018 £	Draft 2018/2019 £	Variance 2017/18 - 2018/19 £ %	
Housing & Community					
Employees	2,948,400	3,520,404	3,668,620	720,220	24%
Premises	789,070	720,389	904,980	115,910	15%
Transport	19,150	13,411	17,230	(1,920)	(10%)
Supplies & Services	1,806,750	1,925,910	1,721,920	(84,830)	(5%)
Third-Parties	577,600	245,110	0	(577,600)	(100%)
Capital Charges	1,898,610	1,898,610	1,896,540	(2,070)	(0%)
Transfer Payments	5,000	12,000	55,000	50,000	1000%
Income	(4,003,780)	(4,057,984)	(4,546,450)	(542,670)	14%
Grants and Contributions	(182,500)	(576,436)	(513,680)	(331,180)	181%
Holding Accounts	0	399	0	0	0%
Recharges	79,801	51,409	37,823	(41,978)	(53%)
Net Expenditure: Housing & Community	3,938,101	3,753,221	3,241,983	(696,118)	(18%)

HOUSING & COMMUNITY GENERAL FUND BUDGET DETAIL 2018/19

	Original 2017/2018 £	Forecast as at month 9 2017/2018 £	Draft 2018/2019 £	Variance 2017/18 - 2018/19 £ %	
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Housing & Community

Finance & Resources (AD Finance & Resources)

Community Safety (CCTV) (Ben Hosier)

Employees	376,740	389,702	382,270	5,530	1%
Premises	78,750	77,830	80,640	1,890	2%
Transport	210	210	220	10	5%
Supplies & Services	10,810	7,725	10,940	130	1%
Capital Charges	77,950	77,950	77,950	0	0%
Grants and Contributions	(24,000)	(13,000)	(29,100)	(5,100)	(21%)
Recharges	(422,980)	(424,258)	(480,257)	(57,277)	(14%)
Net Expenditure: Community Safety (CCTV)	97,480	116,160	42,663	(54,817)	(56%)

Net Expenditure: Finance & Resources

97,480	116,160	42,663	(54,817)	(56%)
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Housing Landlord (Elliott Brooks)

Housing Standards (Fiona Williamson)

Employees	0	0	44,550	44,550	
Income	(33,460)	(33,460)	(33,610)	(150)	(0%)
Recharges	13,170	18,187	12,841	(329)	(3%)
Net Expenditure: Housing Standards	(20,290)	(15,273)	23,781	44,071	217%

Garages (Fiona Williamson)

Employees	0	0	40,310	40,310	
Premises	499,100	424,100	561,070	61,970	12%
Capital Charges	753,320	753,320	753,320	0	0%
Income	(3,340,480)	(3,265,480)	(3,770,650)	(430,170)	(13%)
Recharges	426,991	435,990	432,443	5,452	1%
Net Expenditure: Garages	(1,661,069)	(1,652,070)	(1,983,507)	(322,438)	(19%)

Supporting People (Fiona Williamson)

Recharges	7,500	7,500	7,500	0	0%
Net Expenditure: Supporting People	7,500	7,500	7,500	0	0%

Housing Strategy (Layna Warden)

Employees	13,130	15,809	0	(13,130)	(100%)
Transport	0	231	0	0	
Supplies & Services	(12,980)	(12,000)	0	12,980	100%
Net Expenditure: Housing Strategy	150	4,040	0	(150)	(100%)

HOUSING & COMMUNITY GENERAL FUND BUDGET DETAIL 2018/19

	Original 2017/2018 £	Forecast as at month 9 2017/2018 £	Draft 2018/2019 £	Variance 2017/18 - 2018/19 £ %	
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Homelessness (Natasha Beresford)

Employees	320,170	563,648	607,780	287,610	90%
Premises	67,690	82,174	120,560	52,870	78%
Transport	0	500	0	0	
Supplies & Services	10,300	113,500	131,300	121,000	1175%
Capital Charges	86,270	86,270	86,270	0	0%
Transfer Payments	0	0	50,000	50,000	
Income	(202,030)	(355,800)	(326,870)	(124,840)	(62%)
Grants and Contributions	(70,340)	(445,369)	(438,300)	(367,960)	(523%)
Recharges	75,560	106,995	122,312	46,752	62%
Net Expenditure: Homelessness	287,620	151,919	353,052	65,432	23%

Housing Advice (Natasha Beresford)

Employees	90,420	91,646	92,010	1,590	2%
Transport	0	1,000	0	0	
Supplies & Services	43,000	28,000	43,780	780	2%
Recharges	150,080	185,186	180,643	30,563	20%
Net Expenditure: Housing Advice	283,500	305,832	316,433	32,933	12%

Housing Strategy (Natasha Beresford)

Employees	250,680	234,488	396,420	145,740	58%
Transport	2,550	1,500	2,610	60	2%
Supplies & Services	7,920	2,120	12,960	5,040	64%
Transfer Payments	5,000	12,000	5,000	0	0%
Recharges	60,600	81,245	80,091	19,491	32%
Net Expenditure: Housing Strategy	326,750	331,353	497,081	170,331	33%

Net Expenditure: Housing Landlord

(775,839) (866,698) (785,660) (9,821) (9%)

Monitoring Officer (Mark Brookes)

Community Development (Parish Liaison) (Jim Doyle)

Employees	29,770	31,350	30,350	580	2%
Transport	260	260	270	10	4%
Supplies & Services	830	830	830	0	0%
Recharges	15,780	13,777	13,747	(2,033)	(13%)
Net Expenditure: Community Development (Parish Liaison)	46,640	46,217	45,197	(1,443)	(3%)

HOUSING & COMMUNITY GENERAL FUND BUDGET DETAIL 2018/19

	Original 2017/2018 £	Forecast as at month 9 2017/2018 £	Draft 2018/2019 £	Variance 2017/18 - 2018/19 £ %	
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Regulatory Services (Licensing) (Mark Brookes)

Employees	236,040	229,279	242,020	5,980	3%
Transport	2,540	2,540	2,600	60	2%
Supplies & Services	18,770	18,770	18,900	130	1%
Income	(274,860)	(274,860)	(284,130)	(9,270)	(3%)
Grants and Contributions	0	0	(2,750)	(2,750)	
Recharges	102,590	91,229	98,261	(4,329)	(4%)
Net Expenditure: Regulatory Services (Licensing)	85,080	66,958	74,901	(10,179)	(12%)

Net Expenditure: Monitoring Officer 131,720 113,174 120,098 **(11,622)** **(9%)**

Neighbourhood Delivery (David Austin)**Community Safety (Crime Reduction) (Emma Walker)**

Employees	200,190	192,004	172,060	(28,130)	(14%)
Premises	3,100	0	3,170	70	2%
Transport	4,520	1,580	4,610	90	2%
Supplies & Services	26,540	26,540	26,620	80	0%
Recharges	16,860	(17,543)	(5,326)	(22,186)	(132%)
Net Expenditure: Community Safety (Crime Reduction)	251,210	202,581	201,134	(50,076)	(20%)

Housing Standards (Emma Walker)

Employees	250,430	279,685	0	(250,430)	(100%)
Transport	2,700	2,700	0	(2,700)	(100%)
Supplies & Services	20,660	27,800	0	(20,660)	(100%)
Capital Charges	2,070	2,070	0	(2,070)	(100%)
Income	(24,840)	(12,159)	0	24,840	(100%)
Grants and Contributions	0	(7,783)	0	0	0%
Recharges	116,630	64,951	0	(116,630)	(100%)
Net Expenditure: Housing Standards	367,650	357,264	0	(367,650)	(100%)

Net Expenditure: Neighbourhood Delivery 618,860 559,844 201,134 **(417,726)** **(67%)**

Performance and Projects (Robert Smyth)**Arts Development and Support (Matt Rawdon)**

Supplies & Services	15,000	15,000	0	(15,000)	(100%)
Net Expenditure: Arts Development and Support	15,000	15,000	0	(15,000)	(100%)

Heritage (Matt Rawdon)

Supplies & Services	58,000	58,000	58,000	0	0%
Net Expenditure: Heritage	58,000	58,000	58,000	0	0%

HOUSING & COMMUNITY GENERAL FUND BUDGET DETAIL 2018/19

	Original 2017/2018 £	Forecast as at month 9 2017/2018 £	Draft 2018/2019 £	Variance 2017/18 - 2018/19 £ %	
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Theatres and Public Entertainment (Matt Rawdon)

Employees	203,100	203,402	206,880	3,780	2%
Premises	54,600	55,398	56,270	1,670	3%
Transport	520	520	530	10	2%
Supplies & Services	110,140	112,701	110,170	30	0%
Capital Charges	36,020	36,020	36,020	0	0%
Income	(79,150)	(81,543)	(81,040)	(1,890)	(2%)
Grants and Contributions	0	(7,620)	0	0	
Holding Accounts	0	399	0	0	
Recharges	102,510	91,052	90,715	(11,795)	(12%)
Net Expenditure: Theatres and Public Entertainment	427,740	410,327	419,545	(8,195)	(2%)

Outdoor Sports & Recreation Facilities (Adventure Playgrounds) (Matt Rawdon)

Employees	423,830	428,120	309,340	(114,490)	(27%)
Premises	44,810	40,397	46,390	1,580	4%
Transport	3,090	300	3,160	70	2%
Supplies & Services	33,550	48,265	33,670	120	0%
Capital Charges	8,660	8,660	8,660	0	0%
Income	(42,010)	(24,846)	(43,030)	(1,020)	(2%)
Grants and Contributions	(190)	(8,461)	(190)	0	0%
Recharges	100,330	107,033	128,467	28,137	28%
Net Expenditure: Outdoor Sports & Recreation Facilities (Adventure Playgrounds)	572,070	599,468	486,467	(85,603)	(15%)

Sports Development and Community Recreation (Matt Rawdon)

Premises	34,740	34,740	35,570	830	2%
Supplies & Services	438,180	438,180	388,180	(50,000)	(11%)
Capital Charges	848,610	848,610	848,610	0	0%
Income	(6,950)	(6,720)	(7,120)	(170)	(2%)
Grants and Contributions	(8,000)	(8,000)	(8,190)	(190)	(2%)
Recharges	66,150	103,886	115,783	49,633	75%
Net Expenditure: Sports Development and Community Recreation	1,372,730	1,410,696	1,372,833	103	0%

Community Development (Partnerships and Commissioning) (Matt Rawdon)

Employees	139,020	137,300	132,250	(6,770)	(5%)
Premises	5,000	5,000	0	(5,000)	(100%)
Transport	760	760	780	20	3%
Supplies & Services	232,410	230,241	69,200	(163,210)	(70%)
Grants and Contributions	(74,940)	(74,940)	(30,000)	44,940	60%
Recharges	111,690	70,868	70,354	(41,336)	(37%)
Net Expenditure: Community Development (Partnerships and Commissioning)	413,940	369,229	242,584	(171,356)	(41%)

HOUSING & COMMUNITY GENERAL FUND BUDGET DETAIL 2018/19

	Original 2017/2018 £	Forecast as at month 9 2017/2018 £	Draft 2018/2019 £	Variance 2017/18 - 2018/19 £ %	
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Community Development (Residents Services & Neighbourhood Action) (Matt Rawdon)

Employees	204,570	193,472	291,380	86,810	42%
Premises	1,280	750	1,310	30	2%
Transport	1,590	600	1,630	40	3%
Supplies & Services	43,820	56,438	43,860	40	0%
Grants and Contributions	0	(8,853)	0	0	
Recharges	66,660	36,372	36,726	(29,934)	(45%)
Net Expenditure: Community Development (Residents Services & Neighbourhood Action)	317,920	278,779	374,906	56,986	18%

General Grants, Bequests and Donations (Matt Rawdon)

Supplies & Services	624,800	624,800	644,800	20,000	3%
Capital Charges	10,910	10,910	10,910	0	0%
Recharges	52,770	53,533	53,703	933	2%
Net Expenditure: General Grants, Bequests and Donations	688,480	689,243	709,413	20,933	3%

Customer Services (Matt Rawdon)

Employees	0	320,190	506,460	506,460	
Transport	0	300	400	400	
Supplies & Services	44,650	56,650	87,330	42,680	96%
Third-Parties	577,600	245,110	0	(577,600)	(100%)
Capital Charges	73,380	73,380	73,380	0	0%
Recharges	(695,630)	(695,630)	(667,570)	28,060	4%
Net Expenditure: Customer Services	0	0	0	0	

Communication & Consultation (Matt Rawdon)

Employees	210,310	210,310	214,540	4,230	2%
Transport	410	410	420	10	2%
Supplies & Services	80,350	72,350	41,380	(38,970)	(49%)
Capital Charges	1,420	1,420	1,420	0	0%
Income	0	(3,116)	0	0	
Grants and Contributions	(5,030)	(2,410)	(5,150)	(120)	(2%)
Recharges	(287,460)	(278,964)	(252,610)	34,850	12%
Net Expenditure: Communication & Consultation	0	0	0	0	

Net Expenditure: Performance and Projects

3,865,880	3,830,741	3,663,749	(202,131)	(15%)
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Net Expenditure: Housing & Community

3,938,101	3,753,221	3,241,983	(696,118)	(18%)
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HOUSING & COMMUNITY COMMITTEE PROPOSED FEES AND CHARGES 2018/19				
	Unit Measurement	2017/18 Charge	2018/19 Proposed Charge	% Change
Garages				
Garage Rent (VAT not charged to tenants but is charged to non tenants)	Per Week	11.50	13.15	14.3%
Premium garages	Per Week	12.50	14.05	12.4%
Garage Rent - Concessionary	Per Week	5.75	6.45	12.2%
Private Sector Housing				
Mobile Home Licences (Per Annum)				
Site with 1-5 mobile homes, low risk, inspected every 3 years		100.00	102.00	2.0%
Site with 1-5 mobile homes, medium risk, inspected every 2 years		175.00	180.00	2.9%
Site with 1-5 mobile homes, high risk, inspected every year		250.00	256.00	2.4%
Site with 6-10 mobile homes, low risk, inspected every 3 years		125.00	128.00	2.4%
Site with 6-10 mobile homes, medium risk, inspected every 2 years		200.00	205.00	2.5%
Site with 6-10 mobile homes, high risk, inspected every year		275.00	282.00	2.5%
Site with 11-20 mobile homes, low risk, inspected every 3 years		150.00	154.00	2.7%
Site with 11-20 mobile homes, medium risk, inspected every 2 years		225.00	230.00	2.2%
Site with 11-20 mobile homes, high risk, inspected every year		325.00	333.00	2.5%
Site with 20-50 mobile homes, low risk, inspected every 3 years		225.00	230.00	2.2%
Site with 20-50 mobile homes, medium risk, inspected every 2 years		325.00	333.00	2.5%
Site with 20-50 mobile homes, high risk, inspected every year		425.00	435.00	2.4%
Site with 50-100 mobile homes, low risk, inspected every 3 years		325.00	333.00	2.5%
Site with 50-100 mobile homes, medium risk, inspected every 2 years		425.00	435.00	2.4%
Site with 50-100 mobile homes, high risk, inspected every year		525.00	538.00	2.5%
Site with 100-150 mobile homes, low risk, inspected every 3 years		525.00	538.00	2.5%
Site with 100-150 mobile homes, medium risk, inspected every 2 years		675.00	691.00	2.4%
Site with 100-150 mobile homes, high risk, inspected every year		825.00	845.00	2.4%
Variation to Licences		174.00	178.00	2.3%
Transfer of Site Licence		112.00	115.00	2.7%
Deposit Site Rules		97.00	99.00	2.1%
Housing Notices (fixed charge per person)		265.00	300.00	13.2%
Licence for HMO up to 4 bedrooms (initiated by applicant without LA intervention) 5 year licence			575.00	
Licence for HMO up to 4 bedrooms (initiated with LA intervention) 5 year licence			650.00	
Licence for a standard 5 bedroom HMO (initiated by applicant without LA intervention) 5 year licence		637.00	700.00	9.9%
Licence for a standard 5 bedroom HMO (initiated with LA intervention) 5 year licence		956.00	980.00	2.5%
Additional Bedrooms	Per Bedroom	15.00	16.00	6.7%
Production of drawings		48.00	50.00	4.2%
Variation of licence		117.00	120.00	2.6%
Renewal of HMO licence		531.00	630.00	18.6%
Fee reduction for additional HMOs with the same applicant/landlord		53.00	55.00	3.8%
Standard inspection for immigration		200.00	205.00	2.5%

HOUSING & COMMUNITY COMMITTEE PROPOSED FEES AND CHARGES 2018/19				
	Unit Measurement	2017/18 Charge	2018/19 Proposed Charge	% Change
Old Town Hall Arts Centre				
Programme Sales		n/a	n/a	0.0%
Meetings / Rehearsals / Workshops / Classes (no technical support) minimum 2hr booking				
Theatre (capacity 120) - Mon - Fri (10:30 - 18:00)	Per Hour	25.00	26.00	4.0%
Theatre (capacity 120) - Mon - Fri (18:00 - 23:00)	Per Hour	30.00	31.00	3.3%
Theatre (capacity 120) - Sat - Sun (10:30 - 23:00)	Per Hour	30.00	31.00	3.3%
Theatre (capacity 120) - Mon - Fri (10:30 - 17:30) - Concession	Per Hour	19.00	20.00	5.3%
Theatre (capacity 120) - Mon - Fri (18:00 - 22:30) - Concession	Per Hour	21.00	22.00	4.8%
Theatre (capacity 120) - Sat - Sun - Concession	Per Hour	21.00	22.00	4.8%
Cellar (capacity 60-90) - Mon - Fri (10:30 - 17:30)	Per Hour	13.00	13.50	3.8%
Cellar (capacity 60-90) - Mon - Fri (18:00 - 22:30)	Per Hour	21.00	22.00	4.8%
Cellar (capacity 60-90) - Sat - Sun (10:30 - 22:30)	Per Hour	21.00	22.00	4.8%
Cellar (capacity 60-90) - Mon - Fri (10:30 - 17:30) - Concession	Per Hour	12.00	12.50	4.2%
Cellar (capacity 60-90) - Mon - Fri (18:00 - 22:30) - Concession	Per Hour	19.00	20.00	5.3%
Cellar (capacity 60-90) - Sat-Sun - Concession	Per Hour	19.00	20.00	5.3%
Gallery (capacity 55) - Mon - Sun (18:00 - 22:30)	Per Hour	21.00	22.00	4.8%
Gallery (capacity 55) - Mon - Sun (18:00 - 22:30) - Concession	Per Hour	19.00	20.00	5.3%
Private Parties (including bar staff)				
Cellar (capacity 60-90) - Mon - Sun (18:00 - 23:00)		250.00	256.00	2.4%
Cellar (capacity 60-90) - Mon - Sun (18:00 - 23:00) - Concession		210.00	215.00	2.4%
Gallery (capacity 55) - Mon - Sun (18:00 - 23:00)		250.00	256.00	2.4%
Gallery (capacity 55) - Mon - Sun (18:00 - 23:00) - Concession		210.00	215.00	2.4%
Price includes Front of House Staff and Stewards				
There is an additional charge of £60 for technical support				
Performances & Rehearsals (with technical support)				
Theatre (capacity 120) - Mon - Sun (18:00 - 23:00)		n/a	n/a	0.0%
Theatre (capacity 120) - 10:00 - 23:00	Per additional Hour	n/a	n/a	0.0%
Theatre & Gallery bar (including bar staff) - Mon - Sun (18:00 - 23:00)		n/a	n/a	0.0%
Cellar (capacity 60-90) - Mon - Sun (18:00 - 23:00)		n/a	n/a	0.0%
Cellar (capacity 60-90) - 10:00 - 23:00	Per additional Hour	n/a	n/a	0.0%
Box Office (can sell your tickets online & on the door and provide tickets)				
Whole venue (not including bar staff)				
Mon - Sun	Half Day	n/a	n/a	0.0%
Performances & Rehearsals (with technical support)				
Theatre (capacity 120) - Mon - Sun (10:00 - 23:00) Includes technical support, front of house staff and box office		620.00	635.50	2.5%
Theatre (capacity 120) - Mon - Sun (10:00 - 23:00) Includes technical support, front of house staff and box office - Concession		450.00	461.00	2.4%
Cellar (capacity 60-90) - Mon - Sun (10:00 - 23:00)		435.00	446.00	2.5%
Cellar (capacity 60-90) - Mon - Sun (10:00 - 23:00) - Concession		250.00	256.00	2.4%
Adventure Playgrounds				
Community/Voluntary Group	Per Hour	30.00	30.00	0.0%
Private Group	Per Hour	50.00	50.00	0.0%
Children's Party	Per Hour	50.00	50.00	0.0%
Training Organisation (Play) if no staff needed	Per Hour	30.00	30.00	0.0%
Training Organisation (Care)	Half Day	n/a	n/a	0.0%
Training Organisation (Care)	Per Hour	50.00	50.00	0.0%
Schools	Per Hour	30.00	30.00	0.0%
Schools	Half Day	60.00	60.00	0.0%
Schools	Full Day	120.00	120.00	0.0%
Sports pitch	Per Hour	50.00	35.00	-30.0%
Laser Tag (party hire in addition to venue)		50.00	50.00	0.0%
Sports coach and pitch		50.00	50.00	0.0%
Go carts (party hire in addition to venue)	Per Hour	50.00	50.00	0.0%
Go carts (equipment only)	Half Day	100.00	n/a	0.0%
Laser Tag open evenings	Per session per individual	10.00	n/a	0.0%
Laser Tag 30 min session	Per session per individual	-	5.00	0.0%
The Heights Hall				
Hall hire	Per Hour	n/a	n/a	0.0%
Hall hire	Per Day	n/a	n/a	0.0%
Messy Play Community Group	Per Hour	n/a	n/a	0.0%

HOUSING & COMMUNITY COMMITTEE PROPOSED FEES AND CHARGES 2018/19						
		2017-18 Charge	2018-19 Proposed Charge			% change
			Application	Licence	Total fee	
Alcohol, entertainment and late night refreshment licences						
Club premises certificates – applications						
Application for new club premises certificate	Band A	100.00	100.00	-	100.00	0.0%
	Band B	190.00	190.00	-	190.00	0.0%
	Band C	315.00	315.00	-	315.00	0.0%
	Band D	450.00	450.00	-	450.00	0.0%
	Band E	635.00	635.00	-	635.00	0.0%
	Site under construction/development	315.00	315.00	-	315.00	0.0%
Application for full variation of club premises certificate	Band A	100.00	100.00	-	100.00	0.0%
	Band B	190.00	190.00	-	190.00	0.0%
	Band C	315.00	315.00	-	315.00	0.0%
	Band D	450.00	450.00	-	450.00	0.0%
	Band E	635.00	635.00	-	635.00	0.0%
	Site under construction/development	315.00	315.00	-	315.00	0.0%
Application for minor variation of club premises certificate		89.00	89.00	-	89.00	0.0%
Request for duplicate copy of certificate following		10.50	10.50	-	10.50	0.0%
Change of name or address on club premises certificate		10.50	10.50	-	10.50	0.0%
Change of club rules		10.50	10.50	-	10.50	0.0%
Club premises certificates – annual fees						
Annual fee (payable on anniversary of grant of certificate)	Band A	70.00	-	70.00	70.00	0.0%
	Band B	180.00	-	180.00	180.00	0.0%
	Band C	295.00	-	295.00	295.00	0.0%
	Band D	320.00	-	320.00	320.00	0.0%
	Band E	350.00	-	350.00	350.00	0.0%
	Site under construction/development	295.00	-	295.00	295.00	0.0%
Personal licences						
Application for new personal licence		37.00	37.00	-	37.00	0.0%
Duplicate copy of licence following theft/loss/damage		10.50	10.50	-	10.50	0.0%
Change of name or address		10.50	10.50	-	10.50	0.0%
Premises licences – applications						
Application for new premises licence	Band A	100.00	100.00	-	100.00	0.0%
	Band B	190.00	190.00	-	190.00	0.0%
	Band C	315.00	315.00	-	315.00	0.0%
	Band D	450.00	450.00	-	450.00	0.0%
	Band D with multiplier	900.00	900.00	-	900.00	0.0%
	Band E	635.00	635.00	-	635.00	0.0%
	Band E with multiplier	1,905.00	1,905.00	-	1,905.00	0.0%
	Site under construction/development	315.00	315.00	-	315.00	0.0%
	Exempt	No fee	No fee	-	0.00	0.0%
Application for full variation of premises licence	Band A	100.00	100.00	-	100.00	0.0%
	Band B	190.00	190.00	-	190.00	0.0%
	Band C	315.00	315.00	-	315.00	0.0%
	Band D	450.00	450.00	-	450.00	0.0%
	Band D with multiplier	900.00	900.00	-	900.00	0.0%
	Band E	635.00	635.00	-	635.00	0.0%
	Band E with multiplier	1,905.00	1,905.00	-	1,905.00	0.0%
	Site under construction/development	315.00	315.00	-	315.00	0.0%
	Exempt	No fee	No fee	-	No fee	0.0%

HOUSING & COMMUNITY COMMITTEE PROPOSED FEES AND CHARGES 2018/19						
		2017-18 Charge	2018-19 Proposed Charge			% change
			Application	Licence	Total fee	
Additional application fee for high-capacity premises (payable in addition to the standard application fee)	Capacity: 5,000–9,999	1,000.00	1,000.00	-	1,000.00	0.0%
	Capacity: 10,000–14,999	2,000.00	2,000.00	-	2,000.00	0.0%
	Capacity: 15,000–19,999	4,000.00	4,000.00	-	4,000.00	0.0%
	Capacity: 20,000–29,999	8,000.00	8,000.00	-	8,000.00	0.0%
	Capacity: 30,000–39,999	12,000.00	12,000.00	-	12,000.00	0.0%
	Capacity: 40,000–49,999	16,000.00	16,000.00	-	16,000.00	0.0%
	Capacity: 50,000–59,999	20,000.00	20,000.00	-	20,000.00	0.0%
	Capacity: 60,000–69,999	24,000.00	24,000.00	-	24,000.00	0.0%
	Capacity: 70,000–79,999	28,000.00	28,000.00	-	28,000.00	0.0%
	Capacity: 80,000–89,999	32,000.00	32,000.00	-	32,000.00	0.0%
	Capacity: 90,000+	64,000.00	64,000.00	-	64,000.00	0.0%
Application for transfer of premises licence		23.00	23.00	-	23.00	0.0%
Application for variation of premises licence to specify premises supervisor		23.00	23.00	-	23.00	0.0%
Application for minor variation of premises licence		89.00	89.00	-	89.00	0.0%
Application to substitute mandatory condition for community premises (if not made simultaneously with another		23.00	23.00	-	23.00	0.0%
Application for interim authority notice		23.00	23.00	-	23.00	0.0%
Request for duplicate copy of premises licence following loss/theft/damage		10.50	10.50	-	10.50	0.0%
Change of name or address on premises licence		10.50	10.50	-	10.50	0.0%
Premises licences – annual fees						
Annual fee (payable on anniversary of grant of licence)	Band A	70.00	-	70.00	70.00	0.0%
	Band B	180.00	-	180.00	180.00	0.0%
	Band C	295.00	-	295.00	295.00	0.0%
	Band D	320.00	-	320.00	320.00	0.0%
	Band D with multiplier	640.00	-	640.00	640.00	0.0%
	Band E	350.00	-	350.00	350.00	0.0%
	Band E with multiplier	1,050.00	-	1,050.00	1,050.00	0.0%
	Site under construction/development	295.00	-	295.00	295.00	0.0%
	Exempt	No fee	-	No fee	0.00	0.0%
Additional annual fee for high-capacity premises (payable in addition to the standard annual fee)	Capacity: 5,000–9,999	500.00	-	500.00	500.00	0.0%
	Capacity: 10,000–14,999	1,000.00	-	1,000.00	1,000.00	0.0%
	Capacity: 15,000–19,999	2,000.00	-	2,000.00	2,000.00	0.0%
	Capacity: 20,000–29,999	4,000.00	-	4,000.00	4,000.00	0.0%
	Capacity: 30,000–39,999	8,000.00	-	8,000.00	8,000.00	0.0%
	Capacity: 40,000–49,999	12,000.00	-	12,000.00	12,000.00	0.0%
	Capacity: 50,000–59,999	16,000.00	-	16,000.00	16,000.00	0.0%
	Capacity: 60,000–69,999	20,000.00	-	20,000.00	20,000.00	0.0%
	Capacity: 70,000–79,999	24,000.00	-	24,000.00	24,000.00	0.0%
	Capacity: 80,000–89,999	28,000.00	-	28,000.00	28,000.00	0.0%
	Capacity: 90,000+	32,000.00	-	32,000.00	32,000.00	0.0%

HOUSING & COMMUNITY COMMITTEE PROPOSED FEES AND CHARGES 2018/19					
	2017-18 Charge	2018-19 Proposed Charge			% change
		Application	Licence	Total fee	
Temporary event notices					
Temporary event notice (standard) - submission fee	21.00	21.00	-	21.00	0.0%
Temporary event notice (late) - submission fee	21.00	21.00	-	21.00	0.0%
Duplicate copy of notice following theft/loss/damage	10.50	10.50	-	10.50	0.0%
Miscellaneous					
Application for provisional statement	315.00	315.00	-	315.00	0.0%
Notification of legal/financial interest in premises	21.00	21.00	-	21.00	0.0%
Animal licences					
Animal boarding establishments					
Application for new animal boarding establishment licence	300.00	230.00	62.00	292.00	-2.7%
Application to renew animal boarding establishment licence	248.00	230.00	62.00	292.00	17.7%
Application to vary animal boarding establishment licence	149.00	136.50	21.00	157.50	5.7%
Application for new animal boarding establishment licence (home boarding) (up to 1yr)	237.00	188.00	42.00	230.00	-3.0%
Application to renew animal boarding establishment licence (home boarding) (1yr)	201.00	188.00	42.00	230.00	14.4%
Application to vary animal boarding establishment licence (home boarding)	94.00	79.00	21.00	100.00	6.4%
Veterinary inspection of premises * (where required)		Recharged at cost			
Dangerous wild animals					
Application for licence to keep dangerous wild animals (2yr) (plus cost of vet inspection)	314.00	268.00	63.00	331.00	5.4%
Application to renew licence to keep dangerous wild animals (2yr)	314.00	268.00	63.00	331.00	5.4%
Application to vary licence conditions (new species/increased numbers of animals)	197.00	186.00	21.00	207.00	5.1%
Application to vary licence conditions (administrative matters only)	65.00	70.00	-	70.00	7.7%
Veterinary inspection of premises *		Recharged at cost			
Dog breeding establishments					
Application for new dog breeding licence (<1yr) (plus cost of vet inspection)	227.00	174.00	63.00	237.00	4.4%
Application to renew dog breeding licence (1yr) (plus cost of vet inspection)	227.00	174.00	63.00	237.00	4.4%
Veterinary inspection of premises *		Recharged at cost			
Pet shops					
Application for new pet shop licence (<1yr)	167.00	115.00	63.00	178.00	6.6%
Application to renew pet shop licence (1yr)	167.00	115.00	63.00	178.00	6.6%
Application for new pet shop licence (fish only) (<1yr)		115.00	63.00	178.00	0.0%
Application to renew pet shop licence (fish only) (1yr)		115.00	63.00	178.00	0.0%
Veterinary inspection of premises * (where required)		Recharged at cost			
Riding establishments					
Application for new riding establishment licence (1yr) (plus cost of vet inspection)	291.00	204.00	63.00	267.00	-8.2%
Application to renew riding establishment licence (1yr) (plus cost of vet inspection)	291.00	204.00	63.00	267.00	-8.2%
Veterinary inspection of premises *		Recharged at cost			
Zoos					
Application for new zoo licence (4yr) (plus cost of vet	1,858.00	1,634.00	301.00	1,935.00	4.1%
Application to renew zoo licence (6yr) (plus cost of vet	1,378.00	1,154.00	301.00	1,455.00	5.6%
Application to vary zoo licence (plus cost of vet inspection)	1,378.00	1,154.00	301.00	1,455.00	5.6%
Application to transfer zoo licence (plus cost of vet	228.00	198.00	42.00	240.00	5.3%
Veterinary inspection of premises *		Recharged at cost			
Betting, gambling and lottery licences					
Lottery registrations					
Registration of society for small society lotteries	40.00	40.00	-	40.00	0.0%
Annual fee (payable on anniversary of registration)	20.00	-	20.00	20.00	0.0%
Notices					
Temporary use notice submission fee	366.50	366.00	-	366.00	-0.1%
Duplicate copy of temporary use notice following	15.00	16.00	-	16.00	6.7%
Occasional use notice submission fee	No fee	No fee	No fee	No fee	

HOUSING & COMMUNITY COMMITTEE PROPOSED FEES AND CHARGES 2018/19						
		2017-18 Charge	2018-19 Proposed Charge			% change
			Application	Licence	Total fee	
Permits						
Notification of 1-2 gaming machine in alcohol-licensed		50.00	50.00	-	50.00	0.0%
Licensed premises gaming machine permit	Application for new permit	150.00	150.00	-	150.00	0.0%
	Conversion of s.34(5E) permit	0.00	0.00	-	0.00	0.0%
	Application for variation of permit	100.00	100.00	-	100.00	0.0%
	Application for transfer of permit	25.00	25.00	-	25.00	0.0%
	Change of name or address	25.00	25.00	-	25.00	0.0%
	Replacement - theft/loss	15.00	15.00	-	15.00	0.0%
	Annual fee	50.00	50.00	-	50.00	0.0%
Club gaming permit	Application for new permit (standard)	200.00	200.00	-	200.00	0.0%
	Application for new permit (fast track)	100.00	100.00	-	100.00	0.0%
	Conversion of part II registration	0.00	0.00	-	0.00	0.0%
	Application for variation of permit	100.00	100.00	-	100.00	0.0%
	Application for renewal of permit (standard)	200.00	200.00	-	200.00	0.0%
	Application for renewal of permit (fast track)	100.00	100.00	-	100.00	0.0%
	Replacement - theft/loss	15.00	15.00	-	15.00	0.0%
	Annual fee	50.00	50.00	-	50.00	0.0%
Club machine permit	Application for new permit (standard)	200.00	200.00	-	200.00	0.0%
	Application for new permit (fast track)	100.00	100.00	-	100.00	0.0%
	Conversion of part III registration	0.00	0.00	-	0.00	0.0%
	Application for variation of permit	100.00	100.00	-	100.00	0.0%
	Application for renewal of permit (standard)	200.00	200.00	-	200.00	0.0%
	Application for renewal of permit (fast track)	100.00	100.00	-	100.00	0.0%
	Replacement - theft/loss	15.00	15.00	-	15.00	0.0%
	Annual fee	50.00	50.00	-	50.00	0.0%
Prize gaming permit	Application for new permit	300.00	300.00	-	300.00	0.0%
	Conversion of s.16 permit	0.00	0.00	-	0.00	0.0%
	Application for renewal of permit	300.00	300.00	-	300.00	0.0%
	Change of name or address	25.00	25.00	-	25.00	0.0%
	Replacement - theft/loss	15.00	15.00	-	15.00	0.0%
Family entertainment centre gaming machine permit	Application for new permit	300.00	300.00	-	300.00	0.0%
	Conversion of s.34(1) permit	0.00	0.00	-	0.00	0.0%
	Application for renewal of permit	300.00	300.00	-	300.00	0.0%
	Change of name or address	25.00	25.00	-	25.00	0.0%
	Replacement - theft/loss	15.00	15.00	-	15.00	0.0%

HOUSING & COMMUNITY COMMITTEE PROPOSED FEES AND CHARGES 2018/19						
		2017-18 Charge	2018-19 Proposed Charge			% change
			Application	Licence	Total fee	
Premises licences - applications						
Application for new premises licence (without provisional statement)	Adult gaming centre	1,075.00	1,128.00	-	1,128.00	4.9%
	Betting (track)	1,075.00	1,128.00	-	1,128.00	4.9%
	Betting (other)	1,075.00	1,128.00	-	1,128.00	4.9%
	Bingo	1,075.00	1,128.00	-	1,128.00	4.9%
	Family entertainment centre	1,075.00	1,128.00	-	1,128.00	4.9%
Application for new premises licence (with provisional statement)	Adult gaming centre	730.00	770.00	-	770.00	5.5%
	Betting (track)	730.00	770.00	-	770.00	5.5%
	Betting (other)	730.00	770.00	-	770.00	5.5%
	Bingo	730.00	770.00	-	770.00	5.5%
	Family entertainment centre	730.00	770.00	-	770.00	5.5%
Application for provisional statement	Adult gaming centre	1,075.00	1,128.00	-	1,128.00	4.9%
	Betting (track)	1,075.00	1,128.00	-	1,128.00	4.9%
	Betting (other)	1,075.00	1,128.00	-	1,128.00	4.9%
	Bingo	1,075.00	1,128.00	-	1,128.00	4.9%
	Family entertainment centre	1,075.00	1,128.00	-	1,128.00	4.9%
Application for variation of premises licence	Adult gaming centre	730.00	770.00	-	770.00	5.5%
	Betting (track)	730.00	770.00	-	770.00	5.5%
	Betting (other)	730.00	770.00	-	770.00	5.5%
	Bingo	730.00	770.00	-	770.00	5.5%
	Family entertainment centre	730.00	770.00	-	770.00	5.5%
Application for transfer of premises licence	Adult gaming centre	314.00	331.00	-	331.00	5.4%
	Betting (track)	314.00	331.00	-	331.00	5.4%
	Betting (other)	314.00	331.00	-	331.00	5.4%
	Bingo	314.00	331.00	-	331.00	5.4%
	Family entertainment centre	314.00	331.00	-	331.00	5.4%
Application for reinstatement of premises licence	Adult gaming centre	314.00	331.00	-	331.00	5.4%
	Betting (track)	314.00	331.00	-	331.00	5.4%
	Betting (other)	314.00	331.00	-	331.00	5.4%
	Bingo	314.00	331.00	-	331.00	5.4%
	Family entertainment centre	314.00	331.00	-	331.00	5.4%
Duplicate copy of licence following theft/loss/damage		15.00	15.00	-	15.00	0.0%
Change of name or address on premises licence		35.00	35.00	-	35.00	0.0%
Premises licences – annual fees						
Annual fee (payable 30 days after the licence takes effect, and then annually on the anniversary of the grant of the licence)	Adult gaming centre	525.00	-	525.00	525.00	0.0%
	Betting (track)	525.00	-	525.00	525.00	0.0%
	Betting (other)	458.00	-	458.00	458.00	0.0%
	Bingo	525.00	-	525.00	525.00	0.0%
	Family entertainment centre	458.00	-	458.00	458.00	0.0%
Charity collections						
House-to-house collections						
Application for house to house collection licence		No fee	No fee	No fee	No fee	-
Street collections						
Application for street collection licence		No fee	No fee	No fee	No fee	-
Hypnotism						
Authorisation of hypnotism performance		No fee	No fee	No fee	No fee	-
Scrap metal dealers						
Application for new scrap metal site licence (3yr)		279.00	235.00	63.00	298.00	6.8%
Application for new scrap metal collectors licence (3yr)		198.50	180.00	32.00	212.00	6.8%
Application to renew scrap metal site licence (3yr)		262.50	217.00	63.00	280.00	6.7%
Application to renew scrap metal collectors licence (3yr)		182.00	162.00	32.00	194.00	6.6%
Application to vary scrap metal licence - change of licensee		15.50	16.00	-	16.00	3.2%
Application to vary scrap metal licence - change of licensed		76.00	81.00	-	81.00	6.6%
Application to vary scrap metal licence - change of site		43.00	46.00	-	46.00	7.0%
Application to vary scrap metal licence - site to collectors		25.50	27.00	-	27.00	5.9%
Application to vary scrap metal licence - collectors to site		134.50	102.00	42.00	144.00	7.1%

HOUSING & COMMUNITY COMMITTEE PROPOSED FEES AND CHARGES 2018/19						
	2017-18 Charge	2018-19 Proposed Charge			% change	
		Application	Licence	Total fee		
Sex establishments						
Application for new sex establishment licence	2,125.50	1,815.00	250.00	2,065.00	-2.8%	
Application for renewal of sex establishment licence	1,720.50	1,398.00	250.00	1,648.00	-4.2%	
Application for variation of sex establishment licence	1,086.00	791.00	113.00	904.00	-16.8%	
Application for transfer of sex establishment licence	439.00	393.00	-	393.00	-10.5%	
Skin piercing, tattooing, etc.						
Application for registration of skin piercing, etc., premises	212.00	213.00	-	213.00	0.5%	
Application for registration of skin piercing, etc., operator	93.50	87.00	-	87.00	-7.0%	
Street trading						
Application for street trading consent (hot food) (1 year)	0.00			0.00	0.0%	
Application for street trading consent (cold food/non-food)	0.00			0.00	0.0%	
Application for street trading consent (one month trial only)	0.00			0.00	0.0%	
Street trading consent (annual) (1 year)	New (1 vehicle/pitch)	623.00	396.50	259.00	655.50	5.2%
	Renewal (1 vehicle/pitch)	623.00	396.50	259.00	655.50	5.2%
	Additional fee per extra vehicle/pitch	66.00	29.00	42.00	71.00	7.6%
	Interim substitution of vehicle	23.50	24.50	-	24.50	4.3%
	Other consent variation	132.00	137.00	-	137.00	3.8%
Street trading consent (single event)	Commercial event	152.00	158.00	-	158.00	3.9%
	Community/charity event	25.00	25.00	-	25.00	0.0%
Taxis and private hire						
Driver licences						
Application for HC driver licence (3 years) [checks in-house]	0.00			0.00	0.0%	
Application for PH driver licence (3 years) [checks in-house]	0.00			0.00	0.0%	
Application for dual driver licence (3 years) [checks in-	0.00			0.00	0.0%	
Hackney Carriage Drivers Licence (3 years) [external e-	New	133.00	-	160.00	160.00	20.3%
	Renewal	133.00	-	160.00	160.00	20.3%
	Theft/loss of badge	20.00	20.00	-	20.00	0.0%
Private Hire Drivers Licence (3 years) [external e-form/checks]	New	133.00	-	160.00	160.00	20.3%
	Renewal	133.00	-	160.00	160.00	20.3%
	Theft/loss of badge	20.00	20.00	-	20.00	0.0%
Dual HC/PH Drivers Licence (3 years) [external e-form/checks]	New	199.50	-	215.00	215.00	7.8%
	Renewal	199.50	-	215.00	215.00	7.8%
	Renewal & Upgrade	199.50	-	215.00	215.00	7.8%
	Interim Upgrade (+£1 / unexpired month)	36.00	-	38.00	38.00	5.6%
	Theft/loss of badge (per)	20.00	20.00	-	20.00	0.0%
Disclosure & Barring Service (DBS) enhanced disclosure * [in-house]	Recharged at cost			Recharged at cost	0.0%	
External identity check (DBS route 2 verification) * [in-house]	Recharged at cost			Recharged at cost	0.0%	
Driving licence verification check * [in-house]	Recharged at cost			Recharged at cost	0.0%	
Driver knowledge tests						
Hackney carriage written local/legal test	Full test	48.00	50.00	-	50.00	4.2%
	Conditions only	32.00	33.00	-	33.00	3.1%
Private hire written local/legal test	Full test	48.00	50.00	-	50.00	4.2%
	Conditions only	32.00	33.00	-	33.00	3.1%
Dual HC/PH driver written local/legal test	Full test	48.00	50.00	-	50.00	4.2%
	Conditions only	32.00	33.00	-	33.00	3.1%
Versant English language assessment	Test fee *	Recharged at cost			Recharged at cost	0.0%
	Administration fee	12.00	13.00	-	13.00	8.3%
Operator licences						
Private hire operator licence (5 years)	New (1-3 vehicles)	402.00	-	425.00	425.00	5.7%
	New (4+ vehicles)	670.00	-	716.00	716.00	6.9%
	Renewal (1-3 vehicles)	402.00	-	425.00	425.00	5.7%
	Renewal (4+ vehicles)	670.00	-	716.00	716.00	6.9%

HOUSING & COMMUNITY COMMITTEE PROPOSED FEES AND CHARGES 2018/19						
	2017-18 Charge	2018-19 Proposed Charge			% change	
		Application	Licence	Total fee		
Vehicle licences						
Application for HC vehicle licence (1 year) (includes compliance test fee)	0.00			0.00	0.0%	
Application for PH vehicle licence (1 year) (includes compliance test fee)	0.00			0.00	0.0%	
Application for stretch limo PH vehicle licence (6 month) (includes specialist compliance test fee)	0.00			0.00	0.0%	
Application for stretch limo PH vehicle licence (6 month) (excludes specialist compliance test fee)	0.00			0.00	0.0%	
Substitution of vehicle on licence (includes compliance test)	0.00			0.00	0.0%	
Hackney carriage vehicle licence (excludes compliance test fee)	New (1 year)	218.00	-	242.00	242.00	11.0%
	Renewal (1 year)	218.00	-	242.00	242.00	11.0%
	Renewal & substitution (1 yr.)	218.00	-	242.00	242.00	11.0%
	Interim substitution (remaining duration)	117.00	-	124.50	124.50	6.4%
	Transfer of ownership	63.50	-	68.00	68.00	7.1%
	Theft/loss of rear plate	20.00	20.00	-	20.00	0.0%
	Theft/loss of front plate	20.00	20.00	-	20.00	0.0%
	Change of vehicle particulars	55.00	55.00	-	55.00	0.0%
Private hire vehicle licence (excludes compliance test fee)	New (1 year)	193.00	-	217.00	217.00	12.4%
	Renewal (1 year)	193.00	-	217.00	217.00	12.4%
	Renewal & substitution (1 yr.)	193.00	-	217.00	217.00	12.4%
	Interim substitution (remaining duration)	117.00	-	124.50	124.50	6.4%
	Transfer of ownership	63.50	-	68.00	68.00	7.1%
	Theft/loss of rear plate	20.00	20.00	-	20.00	0.0%
	Theft/loss of front plate	20.00	20.00	-	20.00	0.0%
	Change of vehicle particulars	55.00	55.00	-	55.00	0.0%
Vehicle MOT and compliance test * (payable direct to test station)	Recharged at cost	Recharged at cost			0.0%	
Specialist vehicle MOT and compliance test * (stretch limos)	0.00	-	-	-	0.0%	
Other fees						
Duplicate copy of licence following theft/loss/damage	15.00	15.00	-	15.00	0.0%	
General service charges						
Photocopies (per A4 side, at officers discretion, subject to legal restrictions)	0.20	0.20	-	0.20	0.0%	
Copy of interview recording following PACE interview (per	15.00	15.00	-	15.00	0.0%	
Copy of public register entry (where kept and made available by statute) (per entry)	15.00	15.00	-	15.00	0.0%	
Request for duplicate copy of licence following loss/theft/damage (where not otherwise listed)	15.00	15.00	-	15.00	0.0%	
Licensing pre-application advice (per whole or part hour)	-	46.00	-	46.00	0.0%	

STRATEGIC PLANNING AND ENVIRONMENT GENERAL FUND BUDGETS 2018/19

	Original 2017/2018 £	Forecast as at month 9 2017/2018 £	Draft 2018/2019 £	Variance 2017/18 - 2018/19 £ %	
Strategic Planning & Environment					
Employees	9,059,750	9,051,957	9,557,000	497,250	5%
Premises	923,230	960,682	887,090	(36,140)	(4%)
Transport	1,284,880	1,297,230	1,197,770	(87,110)	(7%)
Supplies & Services	1,894,140	2,185,061	1,883,890	(10,250)	(1%)
Third-Parties	86,250	79,820	88,330	2,080	2%
Capital Charges	1,513,046	1,494,940	1,497,010	(16,036)	(1%)
Income	(3,567,335)	(3,496,752)	(3,959,550)	(392,215)	11%
Grants and Contributions	(1,775,230)	(2,064,552)	(1,878,030)	(102,800)	6%
Recharges	1,804,212	1,889,674	1,891,921	87,709	5%
Net Expenditure: Strategic Planning & Environment	11,222,943	11,398,059	11,165,431	(57,512)	(1%)

STRATEGIC PLANNING AND ENVIRONMENT GENERAL FUND BUDGET DETAIL 2018/19

	Original 2017/2018 £	Forecast as at month 9 2017/2018 £	Draft 2018/2019 £	Variance 2017/18 - 2018/19 £ %	
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Strategic Planning & Environment

Finance & Resources (AD Finance & Resources)

Open Spaces (Nicholas Brown)

Employees	8,000	177	8,000	0	0%
Premises	25,810	21,325	26,430	620	2%
Supplies & Services	550	550	550	0	0%
Capital Charges	6,630	6,630	6,630	0	0%
Income	(32,040)	(24,710)	(32,740)	(700)	(2%)
Grants and Contributions	(20,280)	(46,413)	(28,420)	(8,140)	(40%)
Recharges	700	700	1,130	430	61%
Net Expenditure: Open Spaces	(10,630)	(41,740)	(18,420)	(7,790)	(73%)

Promotion and Marketing of the Area (Town Centres) (Nicholas Brown)

Premises	53,920	82,406	72,230	18,310	34%
Transport	200	200	0	(200)	(100%)
Supplies & Services	18,250	1,178	1,500	(16,750)	(92%)
Capital Charges	138,050	138,050	138,050	0	0%
Recharges	238,360	239,751	243,230	4,870	2%
Net Expenditure: Promotion and Marketing of the Area (Town Centres)	448,780	461,585	455,010	6,230	1%

Net Expenditure: Finance & Resources

438,150	419,844	436,590	(1,560)	(0%)
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Neighbourhood Delivery (David Austin)

Open Spaces (Craig Thorpe)

Employees	2,656,020	2,540,716	2,606,060	(49,960)	(2%)
Premises	458,480	482,427	469,540	11,060	2%
Transport	168,470	122,860	168,960	490	0%
Supplies & Services	245,190	299,993	295,290	50,100	20%
Capital Charges	348,100	348,100	348,100	0	0%
Income	(19,630)	(7,600)	(19,930)	(300)	(2%)
Grants and Contributions	(389,600)	(453,848)	(397,570)	(7,970)	(2%)
Recharges	(1,640,130)	(1,498,943)	(1,577,280)	62,850	4%
Net Expenditure: Open Spaces	1,826,900	1,833,704	1,893,170	66,270	4%

Animal and Public Health (Craig Thorpe)

Employees	37,640	39,679	38,470	830	2%
Transport	8,400	4,796	8,400	0	0%
Supplies & Services	37,340	34,440	37,360	20	0%
Income	(97,890)	(97,890)	(105,240)	(7,350)	(8%)
Recharges	58,840	62,421	59,816	976	2%
Net Expenditure: Animal and Public Health	44,330	43,446	38,806	(5,525)	(12%)

STRATEGIC PLANNING AND ENVIRONMENT GENERAL FUND BUDGET DETAIL 2018/19

	Original 2017/2018 £	Forecast as at month 9 2017/2018 £	Draft 2018/2019 £	Variance 2017/18 - 2018/19 £ %	
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Environmental Services Management, Support Services and Overheads (Craig Thorpe)

Employees	308,830	315,359	317,830	9,000	3%
Premises	212,880	217,984	218,950	6,070	3%
Transport	21,860	10,860	21,880	20	0%
Supplies & Services	176,030	123,583	169,640	(6,390)	(4%)
Third-Parties	13,980	13,980	14,320	340	2%
Capital Charges	92,840	92,840	92,840	0	0%
Income	(15,530)	(16,852)	(15,770)	(240)	(2%)
Recharges	(810,890)	(757,754)	(819,690)	(8,800)	(1%)
Net Expenditure: Environmental Services Management, Support Services and Overheads	0	0	0	0	

Transport Services (Craig Thorpe)

Employees	187,380	234,416	316,690	129,310	69%
Transport	451,250	516,080	405,740	(45,510)	(10%)
Supplies & Services	12,770	17,963	15,550	2,780	22%
Capital Charges	4,130	4,130	4,130	0	0%
Grants and Contributions	(5,000)	(5,000)	(5,000)	0	0%
Recharges	(650,530)	(767,588)	(737,110)	(86,580)	13%
Net Expenditure: Transport Services	0	0	0	0	

Street Cleansing (Non-Highway) (Craig Thorpe)

Recharges	1,433,700	1,453,813	1,479,708	46,008	3%
Net Expenditure: Street Cleansing (Non-Highway)	1,433,700	1,453,813	1,479,708	46,008	3%

Household Waste and Recycling (Craig Thorpe)

Employees	2,652,420	2,566,431	2,676,170	23,750	1%
Transport	547,220	574,160	501,380	(45,840)	(8%)
Supplies & Services	93,970	120,392	94,010	40	0%
Capital Charges	836,080	836,080	836,080	0	0%
Income	(150,270)	(150,736)	(153,280)	(3,010)	(2%)
Grants and Contributions	(1,216,000)	(1,356,793)	(1,256,000)	(40,000)	(3%)
Recharges	1,245,422	1,469,785	1,402,169	156,747	13%
Net Expenditure: Household Waste and Recycling	4,008,842	4,059,321	4,100,529	91,687	2%

Trade Waste (Craig Thorpe)

Employees	143,340	147,003	222,220	78,880	55%
Transport	53,310	45,810	53,330	20	0%
Supplies & Services	394,200	376,367	394,260	60	0%
Capital Charges	6,000	6,000	6,000	0	0%
Income	(1,073,945)	(950,000)	(1,099,650)	(25,705)	(2%)
Recharges	253,000	269,670	245,108	(7,892)	(3%)
Net Expenditure: Trade Waste	(224,095)	(105,150)	(178,732)	45,363	20%

STRATEGIC PLANNING AND ENVIRONMENT GENERAL FUND BUDGET DETAIL 2018/19

	Original 2017/2018 £	Forecast as at month 9 2017/2018 £	Draft 2018/2019 £	Variance 2017/18 - 2018/19 £ %	
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Pest Control (Emma Walker)

Employees	58,630	63,470	59,860	1,230	2%
Transport	3,480	1,341	3,480	0	0%
Supplies & Services	4,200	5,205	4,200	0	0%
Income	(67,810)	(55,000)	(74,440)	(6,630)	(10%)
Recharges	71,410	154,417	112,613	41,203	58%
Net Expenditure: Pest Control	69,910	169,433	105,713	35,803	51%

Animal and Public Health (Emma Walker)

Employees	38,060	43,120	38,790	730	2%
Transport	1,360	1,370	1,360	0	0%
Supplies & Services	73,450	77,266	73,460	10	0%
Income	(7,400)	(4,150)	(7,570)	(170)	(2%)
Recharges	19,980	46,634	35,941	15,961	80%
Net Expenditure: Animal and Public Health	125,450	164,240	141,981	16,531	13%

Environmental Protection (Emma Walker)

Employees			154,970	154,970	0%
Transport			2,760	2,760	0%
Supplies & Services			20,670	20,670	0%
Capital Charges			2,070	2,070	0%
Income			(25,430)	(25,430)	0%
Recharges			72,901	72,901	0%
Net Expenditure: Environmental Protection			227,941	227,941	0%

Food Safety (Emma Walker)

Employees	245,670	244,957	246,400	730	0%
Transport	1,650	1,200	1,690	40	2%
Supplies & Services	3,100	4,018	3,110	10	0%
Income	(2,590)	(500)	(2,650)	(60)	(2%)
Recharges	109,920	91,686	92,958	(16,962)	(15%)
Net Expenditure: Food Safety	357,750	341,361	341,508	(16,242)	(5%)

Health & Safety - External Support/Advice (Emma Walker)

Employees	197,690	143,341	97,270	(100,420)	(51%)
Transport	520	520	530	10	2%
Supplies & Services	42,200	122,103	27,580	(14,620)	(35%)
Recharges	(240,120)	(265,674)	(125,090)	115,030	48%
Net Expenditure: Health & Safety - External Support/Advice	290	290	290	0	0%

Street Cleansing (Enforcement) (Emma Walker)

Employees	169,300	157,080	144,170	(25,130)	(15%)
Transport	5,820	4,283	5,930	110	2%
Supplies & Services	6,050	3,261	6,070	20	0%
Income	(3,100)	(1,500)	(3,170)	(70)	(2%)
Recharges	114,180	83,408	98,790	(15,390)	(13%)
Net Expenditure: Street Cleansing (Enforcement)	292,250	246,532	251,790	(40,460)	(14%)

STRATEGIC PLANNING AND ENVIRONMENT GENERAL FUND BUDGET DETAIL 2018/19

	Original 2017/2018 £	Forecast as at month 9 2017/2018 £	Draft 2018/2019 £	Variance 2017/18 - 2018/19 £ %	
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Emergency Planning (Emma Walker)

Employees	5,360	5,591	5,470	110	2%
Transport	100	100	100	0	0%
Supplies & Services	5,380	5,380	5,410	30	1%
Third-Parties	27,010	27,010	27,660	650	2%
Recharges	83,230	98,211	84,868	1,638	2%
Net Expenditure: Emergency Planning	121,080	136,291	123,508	2,428	2%

Net Expenditure: Neighbourhood Delivery

8,056,407	8,343,282	8,526,212	469,805	6%
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Performance and Projects (Robert Smyth)**Support to Business and Enterprise (Matt Rawdon)**

Employees	20,520	20,520	0	(20,520)	(100%)
Net Expenditure: Support to Business and Enterprise	20,520	20,520	0	(20,520)	(100%)

Net Expenditure: Performance and Projects

20,520	20,520	0	(20,520)	(100%)
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Planning, Development and Regeneration (James Doe)**Building Control (Andrew Horner)**

Employees	505,130	582,439	523,890	18,760	4%
Transport	8,110	1,500	8,300	190	2%
Supplies & Services	61,040	79,140	61,400	360	1%
Income	(597,040)	(542,040)	(597,110)	(70)	(0%)
Recharges	283,630	205,945	196,041	(87,589)	(31%)
Net Expenditure: Building Control	260,870	326,984	192,521	(68,349)	(26%)

Development Control (Andrew Horner)

Employees	874,280	925,659	1,086,490	212,210	24%
Transport	7,100	6,000	7,270	170	2%
Supplies & Services	75,020	119,690	107,730	32,710	44%
Capital Charges	5,150	5,150	5,150	0	0%
Income	(760,190)	(939,670)	(1,040,990)	(280,800)	(37%)
Grants and Contributions	(2,530)	(2,530)	(2,590)	(60)	(2%)
Recharges	486,350	432,818	444,831	(41,519)	(9%)
Net Expenditure: Development Control	685,180	547,116	607,891	(77,289)	(11%)

Conservation and Listed Buildings Policy (Andrew Horner)

Employees	63,560	68,452	67,140	3,580	6%
Recharges	64,860	49,116	47,007	(17,853)	(28%)
Net Expenditure: Conservation and Listed Buildings Policy	128,420	117,568	114,147	(14,273)	(11%)

STRATEGIC PLANNING AND ENVIRONMENT GENERAL FUND BUDGET DETAIL 2018/19

	Original 2017/2018 £	Forecast as at month 9 2017/2018 £	Draft 2018/2019 £	Variance 2017/18 - 2018/19 £ %	
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Local Land Charges (Andrew Horner)					
Employees	78,150	89,720	81,640	3,490	4%
Transport	100	200	100	0	0%
Supplies & Services	10,490	12,233	10,720	230	2%
Third-Parties	31,060	31,060	31,810	750	2%
Income	(291,000)	(223,505)	(291,000)	0	0%
Recharges	72,950	61,586	59,054	(13,896)	(19%)
Net Expenditure: Local Land Charges	(98,250)	(28,706)	(107,676)	(9,426)	(10%)

Economic Development (General) (Chris Taylor)					
Employees	81,730	76,248	129,600	47,870	59%
Premises	5,360	5,360	0	(5,360)	(100%)
Transport	750	450	1,260	510	68%
Supplies & Services	145,080	252,080	95,880	(49,200)	(34%)
Income	(15,000)	(27,000)	(30,000)	(15,000)	(100%)
Grants and Contributions	(90,620)	(77,968)	(86,050)	4,570	5%
Net Expenditure: Economic Development (General)	127,300	229,170	110,690	(16,610)	(13%)

Market Undertakings (Chris Taylor)					
Premises	11,210	11,880	11,550	340	3%
Income	(67,430)	(68,100)	(69,050)	(1,620)	(2%)
Recharges	23,750	23,466	23,310	(440)	(2%)
Net Expenditure: Market Undertakings	(32,470)	(32,754)	(34,190)	(1,720)	(5%)

Premises Development (Maylands Business Centre) (Chris Taylor)					
Employees	74,430	101,504	79,470	5,040	7%
Premises	78,610	110,340	81,260	2,650	3%
Transport	0	320	0	0	
Supplies & Services	78,400	121,500	79,630	1,230	2%
Third-Parties	6,430	0	6,580	150	2%
Capital Charges	73,216	55,110	55,110	(18,106)	(25%)
Income	(336,470)	(357,500)	(360,810)	(24,340)	(7%)
Grants and Contributions	(13,200)	(62,000)	(33,490)	(20,290)	(154%)
Recharges	97,540	77,314	77,156	(20,384)	(21%)
Net Expenditure: Premises Development (Maylands Business Centre)	58,956	46,588	(15,094)	(74,050)	(126%)

Support to Business and Enterprise (Chris Taylor)					
Employees	0	1,241	0	0	
Premises	76,960	28,960	7,130	(69,830)	(91%)
Supplies & Services	58,950	58,950	58,990	40	0%
Income	(30,000)	(30,000)	(30,720)	(720)	(2%)
Recharges	116,590	58,737	64,979	(51,611)	(44%)
Net Expenditure: Support to Business and Enterprise	222,500	117,888	100,379	(122,121)	(55%)

STRATEGIC PLANNING AND ENVIRONMENT GENERAL FUND BUDGET DETAIL 2018/19

	Original 2017/2018 £	Forecast as at month 9 2017/2018 £	Draft 2018/2019 £	Variance 2017/18 - 2018/19 £ %	
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Environmental Grants (Chris Taylor)

Supplies & Services	26,200	26,382	7,200	(19,000)	(73%)
Net Expenditure: Environmental Grants	26,200	26,382	7,200	(19,000)	(73%)

Planning Policy (General) (Chris Taylor)

Employees	653,610	684,834	656,400	2,790	0%
Transport	5,180	5,180	5,300	120	2%
Supplies & Services	326,280	323,386	313,680	(12,600)	(4%)
Third-Parties	7,770	7,770	7,960	190	2%
Capital Charges	2,850	2,850	2,850	0	0%
Grants and Contributions	(38,000)	(60,000)	(68,910)	(30,910)	(81%)
Recharges	371,470	300,157	309,481	(61,990)	(17%)
Net Expenditure: Planning Policy (General)	1,329,160	1,264,177	1,226,761	(102,400)	(8%)

Regeneration	2,707,866	2,614,413	2,202,629	(505,238)	(19%)
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Net Expenditure: Strategic Planning & Environment	11,222,943	11,398,059	11,165,431	(57,512)	(1%)
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STRATEGIC PLANNING & ENVIRONMENT COMMITTEE PROPOSED FEES AND CHARGES 2018/19				
	Unit Measurement	2017/18 Charge	2018/19 Proposed Charge	% Change
Dog Warden Service				
Stray Dogs - Statutory Fee		25.00	25.00	0.0%
Stray Dog - Statutory Fee - Owners 1st Offence correctly microchipped and returned straight to owner - Statutory Fee only				
Stray Dogs - Admin Fee - For correctly microchipped dog	Day 1	50.00	50.00	0.0%
Stray Dogs - Admin Fee - For correctly microchipped dog	Day 2	-	70.00	0.0%
Stray Dogs - Admin Fee - For correctly microchipped dog	Day 3	-	90.00	0.0%
Stray Dogs - Admin Fee - For correctly microchipped dog	Day 4	-	110.00	0.0%
Stray Dogs - Admin Fee - For correctly microchipped dog	Day 5	-	130.00	0.0%
Stray Dogs - Admin Fee - For correctly microchipped dog	Day 6	-	150.00	0.0%
Stray Dogs - Admin Fee - For correctly microchipped dog	Day 7	-	170.00	0.0%
Stray Dogs - Admin Fee - For incorrectly microchipped/no microchip dog	Day 1	50.00	75.00	50.0%
Stray Dogs - Admin Fee - For incorrectly microchipped/no microchip dog	Day 2	-	95.00	0.0%
Stray Dogs - Admin Fee - For incorrectly microchipped/no microchip dog	Day 3	-	115.00	0.0%
Stray Dogs - Admin Fee - For incorrectly microchipped/no microchip dog	Day 4	-	135.00	0.0%
Stray Dogs - Admin Fee - For incorrectly microchipped/no microchip dog	Day 5	-	155.00	0.0%
Stray Dogs - Admin Fee - For incorrectly microchipped/no microchip dog	Day 6	-	175.00	0.0%
Stray Dogs - Admin Fee - For incorrectly microchipped/no microchip dog	Day 7	-	195.00	0.0%
Kennelling	Per Day	16.00	included above	0.0%
Micro-Chipping		15.00	15.00	0.0%
Dog Fouling Offence		75.00	80.00	6.7%
Return of Stray Dog		40.00	40.00	0.0%
Enforcement				
Abandoned Vehicle Reclaimed Fees - Cars	Daily	20.00	20.00	0.0%
Abandoned Vehicle Reclaimed Fees - Motorbikes	Daily	10.00	10.00	0.0%
Removal of AV from Private Land (land owners' agreement) admin fee		50.00	55.00	10.0%
Littering FPN		75.00	80.00	6.7%
s46/s47 EPA Offences (early payment)		75.00	78.75	5.0%
s46/s47 EPA Offences (full)		100.00	105.00	5.0%
s33 EPA Fixed Penalty Notice (early payment if paid within 10 days)		200.00	250.00	25.0%
s33 EPA Fixed Penalty Notice (full)		300.00	375.00	25.0%
Nuisance Vehicles / Vehicle Trading (street) (early repayment)		75.00	75.00	0.0%
Nuisance Vehicles / Vehicle Trading (street) (full)		100.00	100.00	0.0%
Environmental Protection				
High Hedges		435.00	455.00	4.6%
LAPPC Authorisations (statutory fee defined by Defra)				
Private water supplies risk assessment (smaller supplies - Reg 10)		Bespoke price	Bespoke price	0.0%
Private water supplies risk assessment (larger supplies - Reg 9)		Bespoke price	Bespoke price	0.0%
Private water supplies desk top risk assessment		Bespoke price	Bespoke price	0.0%
Sampling Visit (fee plus analysis costs)		Bespoke price	Bespoke price	0.0%
Investigation		Bespoke price	Bespoke price	0.0%
Granting of Authorisation (fee plus analysis costs)		Bespoke price	Bespoke price	0.0%
Analysis costs (Reg 10)		Bespoke price	Bespoke price	0.0%
Analysis costs (check monitoring)		Bespoke price	Bespoke price	0.0%
Analysis costs (adult monitoring)		Bespoke price	Bespoke price	0.0%
Environmental Searches			80.00	0.0%
Food Safety				
Health Certificates (x2 plus site visit)		73.00	75.00	2.7%
Health Certificates (additional copies up to 4)		27.50	28.50	3.6%
Pest Control				
Rats (up to 3 visits)		55.00	60.00	9.1%
Rats (up to 3 visits) Dacorum Card		30.00	30.00	0.0%
Mice (up to 3 visits)		60.00	60.00	0.0%
Fleas per visit (2 bedrooms and 2 living rooms only)		55.00	55.00	0.0%
Fleas - Additional Rooms		20.00	20.00	0.0%
Wasps/hornets (1 nest killed - not removed)		48.00	48.00	0.0%
Wasps/hornets - Additional Nest		18.00	18.00	0.0%
Ants (one nest killed)		70.00	70.00	0.0%
Cockroaches per visit (2 bedrooms & 2 living rooms only)		40.00	40.00	0.0%
Cockroaches - Additional Room		20.00	20.00	0.0%
Squirrels up to 3 visits		120.00	120.00	0.0%
Cluster Fly (one treatment)		73.00	73.00	0.0%
Other Per hour (min 1 hr)		74.00	74.00	0.0%
Call Out Advice - No pest treated		40.00	40.00	0.0%

STRATEGIC PLANNING & ENVIRONMENT COMMITTEE PROPOSED FEES AND CHARGES 2018/19				
	Unit Measurement	2017/18 Charge	2018/19 Proposed Charge	% Change
Glis glis - up to 4 visits		150.00	150.00	0.0%
Glis glis - Additional visit		25.00	25.00	0.0%
Glis glis - Cage deposit (refundable)		25.00	25.00	0.0%
Cesspool Emptying				
DBC (inside) - All Charges Include £100 transport charge				
Up to 1000		158.00	162.00	2.5%
Up to 2000		214.00	219.00	2.3%
Up to 3000		322.00	330.00	2.5%
Up to 4000		378.00	387.00	2.4%
Up to 5000		485.00	496.00	2.3%
Up to 6000		541.00	554.00	2.4%
Up to 8000		704.00	721.00	2.4%
Up to 10000		868.00	889.00	2.4%
Up to 12000		1,031.00	1,056.00	2.4%
DBC (outside) - All Charges Include £130 transport charge				
Up to 1000		189.00	194.00	2.6%
Up to 2000		245.00	251.00	2.4%
Up to 3000		352.00	360.00	2.3%
Up to 4000		408.00	418.00	2.5%
Up to 5000		516.00	528.00	2.3%
Up to 6000		572.00	586.00	2.4%
Up to 8000		735.00	753.00	2.4%
Up to 10000		898.00	920.00	2.4%
Up to 12000		1,062.00	1,087.00	2.4%
Waste - Bulk Collections				
Bulk Collections	Up to 3 Items	30.00	33.00	10.0%
Bulk Collections	Up to 6 Items	50.00	60.00	20.0%
Bulk Collections - Other individual items	Bespoke Fee	n/a	n/a	0.0%
Bulk Collections - Concessions	Up to 3 Items	24.00	27.00	12.5%
Bulk Collections - Concessions	Up to 6 Items	36.00	42.00	16.7%
Bulk Collections - Concessions - Other individual items	Bespoke Charge	n/a	n/a	0.0%
Waste Services				
Collection of an additional green bin	Per Annum	50.00	50.00	0.0%
Delivery of additional green bin	Per bin	25.00	25.00	0.0%
Collection of a missed bin	Per bin	40.00	40.00	0.0%
* A charge will apply in the following circumstances: If the bin was either not accessible or not presented at the boundary of the property at the time that the crew attempted to collect If the bin was contaminated with non-recyclable materials If the bin was unsafe for the operator to move due to its weight or load				
Waste - Commercial				
Container Rental - 360 Litre	Per Annum	28.44	29.12	2.4%
Container Rental - 770 Litre	Per Annum	60.84	62.28	2.4%
Container Rental - 850 Paladin	Per Annum	67.36	69.00	2.4%
Container Rental - 940 Paladin	Per Annum	77.68	79.56	2.4%
Container Rental - 1100 Litre	Per Annum	90.96	93.16	2.4%
Container Rental - 1280 Litre	Per Annum	105.80	108.36	2.4%
Container Emptying - 360 Litre	Per Lift	5.90	6.04	2.4%
Container Emptying - 770 Litre	Per Lift	12.62	12.92	2.4%
Container Emptying - 850 Paladin	Per Lift	15.65	16.03	2.4%
Container Emptying - 940 Paladin	Per Lift	16.68	17.08	2.4%
Container Emptying - 1100 Litre	Per Lift	18.54	18.98	2.4%
Container Emptying - 1280 Litre	Per Lift	21.59	22.11	2.4%
Container Emptying - Schools Only - 770 Litre	Per Lift	5.08	5.20	2.4%
Container Emptying - Schools Only - 850 Paladin	Per Lift	5.95	6.09	2.4%
Container Emptying - Schools Only - 940 Paladin	Per Lift	6.65	6.81	2.4%
Container Emptying - Schools Only - 1100 Litre	Per Lift	7.78	7.97	2.4%
Container Emptying - Schools Only - 1280 Litre	Per Lift	9.06	9.28	2.4%
Commercial Waste Collections (additional empties)	Per empty	13.30	13.62	2.4%
Sacks	per 50 sacks	95.00	97.00	2.1%

STRATEGIC PLANNING & ENVIRONMENT COMMITTEE PROPOSED FEES AND CHARGES 2018/19				
	Unit Measurement	2017/18 Charge	2018/19 Proposed Charge	% Change
Sack Sales				
Bio Sacks	Per 25 Sacks	6.00	6.25	4.2%
Bio Sacks (Dacorum Card 25% discount)	Per 25 Sacks	4.50	4.75	5.6%
Kaddy Bio Sacks	Per roll of 52	2.00	2.00	0.0%
Domestic Black Sacks	Per 10 Sacks	1.20	1.25	4.2%
Domestic Black Sacks (Dacorum Card)	Per 10 Sacks	1.00	1.00	0.0%
Weighbridge				
Weighing	Single weigh	10.00	10.00	0.0%
	Double weigh	13.00	13.00	0.0%
Street Sweeping				
Sweeping/Cleaning of non DBC land	Per Hour	41.00	42.00	2.4%
Building Control - (Fees include VAT @ 20% where applicable)				
Schedule 1 - New Dwellings - Full Plans - Plan				
1 Dwelling		220.00	220.00	0.0%
2 Dwellings		302.50	302.50	0.0%
3 Dwellings		385.00	385.00	0.0%
4 Dwellings		467.50	467.50	0.0%
5 Dwellings		550.00	550.00	0.0%
Each Additional Dwelling	Bespoke Charge	n/a	n/a	0.0%
Conversion of dwelling into 2 flats		220.00	220.00	0.0%
Conversion of dwelling into 3 flats		302.50	302.50	0.0%
Schedule 1 - New Dwellings - Application Inspection				
1 Dwelling		737.69	737.69	0.0%
2 Dwellings		834.41	834.41	0.0%
3 Dwellings		943.61	943.61	0.0%
4 Dwellings		1,065.34	1,065.34	0.0%
5 Dwellings		1,199.56	1,199.56	0.0%
Conversion of dwelling into 2 flats		610.16	610.16	0.0%
Conversion of dwelling into 3 flats		671.70	671.70	0.0%
Schedule 1 - New Dwellings - Building Notice				
1 Dwelling	Bespoke Charge	n/a	n/a	0.0%
2 Dwellings	Bespoke Charge	n/a	n/a	0.0%
3 Dwellings	Bespoke Charge	n/a	n/a	0.0%
4 Dwellings	Bespoke Charge	n/a	n/a	0.0%
5 Dwellings	Bespoke Charge	n/a	n/a	0.0%
Each Additional Dwelling	Bespoke Charge	n/a	n/a	0.0%
Conversion of dwelling into 2 flats		873.88	873.88	0.0%
Conversion of dwelling into 3 flats		999.13	999.13	0.0%
Schedule 2 - Extensions, Alterations, Conversions and Garages - Full Plans - Plan				
Attached Garage / Car Port <30m2				
Attached Garage / Car Port <30m2		110.00	110.00	0.0%
Detached Garage / Car Port 30m2 to 100m2				
Detached Garage / Car Port 30m2 to 100m2		220.00	220.00	0.0%
Extensions & Loft Conversions <10m2				
Extensions & Loft Conversions <10m2		220.00	220.00	0.0%
As above including other works up to £5,000		220.00	220.00	0.0%
Extensions & Loft Conversions 10m2 to 40m2				
Extensions & Loft Conversions 10m2 to 40m2		220.00	220.00	0.0%
As above including other works up to £5,000		220.00	220.00	0.0%
Extensions & Loft Conversions 40m2 to 100m2				
Extensions & Loft Conversions 40m2 to 100m2		220.00	220.00	0.0%
As above including other works up to £5,000		220.00	220.00	0.0%
Loft conversions		220.00	220.00	0.0%
Garage Conversions		110.00	110.00	0.0%
Habitable detached building up to 100m2		220.00	220.00	0.0%
Replacement Windows & Doors		n/a	n/a	0.0%

STRATEGIC PLANNING & ENVIRONMENT COMMITTEE PROPOSED FEES AND CHARGES 2018/19				
	Unit Measurement	2017/18 Charge	2018/19 Proposed Charge	% Change
Schedule 2 - Extensions, Alterations, Conversions and Garages - Application Inspection				
Attached Garage / Car Port <30m2		278.91	278.91	0.0%
Detached Garage / Car Port 30m2 to 100m2		274.31	274.31	0.0%
Extensions & Loft Conversions <10m2		347.06	347.06	0.0%
As above including other works up to £5,000		390.62	390.62	0.0%
Extensions & Loft Conversions 10m2 to 40m2		514.90	514.90	0.0%
As above including other works up to £5,000		586.00	586.00	0.0%
Extensions & Loft Conversions 40m2 to 100m2		732.88	732.88	0.0%
As above including other works up to £5,000		838.60	838.60	0.0%
Loft conversions		515.87	515.87	0.0%
Habitable detached building up to 100m2		591.02	591.02	0.0%
Schedule 2 - Extensions, Alterations, Conversions and Garages - Building Notice				
Attached Garage / Car Port <30m2		406.85	406.85	0.0%
Detached Garage / Car Port 30m2 to 100m2		505.09	505.09	0.0%
Extensions & Loft Conversions <10m2		602.59	602.59	0.0%
As above including other works up to £5,000		650.11	650.11	0.0%
Extensions & Loft Conversions 10m2 to 40m2		764.07	764.07	0.0%
As above including other works up to £5,000		841.50	841.50	0.0%
Extensions & Loft Conversions 40m2 to 100m2		981.28	981.28	0.0%
As above including other works up to £5,000		1,096.19	1,096.19	0.0%
Loft conversions		749.91	749.91	0.0%
Garage Conversions		392.91	392.91	0.0%
Habitable detached building up to 100m2		851.86	851.86	0.0%
Replacement Windows & Doors		194.33	194.33	0.0%
Upgrading a thermal element		194.33	194.33	0.0%
Cavity Fill		194.33	194.33	0.0%
Schedule 3 - Alteration & All Other Building Works - Full Plans - Plan				
Estimated Cost <£2,000		n/a	n/a	0.0%
Estimated Cost between £2,001 and £5,000		110.00	110.00	0.0%
Estimated Cost between £5,001 and £10,000		165.00	165.00	0.0%
Estimated Cost between £10,001 and £15,000		n/a	n/a	0.0%
Estimated Cost between £10,001 and £20,000		220.00	220.00	0.0%
Estimated Cost between £15,001 and £20,000		n/a	n/a	0.0%
Estimated Cost between £20,001 and over	Bespoke charge	n/a	n/a	0.0%
Schedule 3 - Alteration & All Other Building Works - Application Inspection				
Estimated Cost <£2,000		n/a	n/a	0.0%
Estimated Cost between £2,001 and £5,000		221.78	221.78	0.0%
Estimated Cost between £5,001 and £10,000		263.04	263.04	0.0%
Estimated Cost between £10,001 and £15,000		n/a	n/a	0.0%
Estimated Cost between £15,001 and £20,000		n/a	n/a	0.0%
Estimated Cost between £10,001 and £20,000		304.30	304.30	0.0%
Estimated Cost between £20,001 and over	Bespoke charge	n/a	n/a	0.0%
Schedule 3 - Alteration & All Other Building Works - Building Notice				
Estimated Cost <£2,000		n/a	n/a	0.0%
Estimated Cost between £2,001 and £5,000		353.56	353.56	0.0%
Estimated Cost between £5,001 and £10,000		451.53	451.53	0.0%
Estimated Cost between £10,001 and £15,000		n/a	n/a	0.0%
Estimated Cost between £15,001 and £20,000		n/a	n/a	0.0%
Estimated Cost between £10,001 and £20,000		560.87	560.87	0.0%
Estimated Cost between £20,001 and over	Bespoke charge	n/a	n/a	0.0%
Non-Domestic Extensions - Full Plans - Plan				
Extensions <10m2		220.00	220.00	0.0%
Extensions 10m2 to 40m2		220.00	220.00	0.0%
Extensions 40m2 to 100m2		220.00	220.00	0.0%

STRATEGIC PLANNING & ENVIRONMENT COMMITTEE PROPOSED FEES AND CHARGES 2018/19				
	Unit Measurement	2017/18 Charge	2018/19 Proposed Charge	% Change
Non-Domestic Extensions - Full Plans - Inspection				
Extensions <10m2		468.97	468.97	0.0%
Extensions 10m2 to 40m2		595.84	595.84	0.0%
Extensions 40m2 to 100m2		733.24	733.24	0.0%
Non-Domestic Alteration & All Other Building Works - Full Plans - Plan				
Estimated Cost between £0,001 and £5,000		110.00	110.00	0.0%
Estimated Cost between £5,001 and £10,000		165.00	165.00	0.0%
Estimated Cost between £10,001 and £20,000		220.00	220.00	0.0%
Non-Domestic Alteration & All Other Building Works - Application Inspection				
Estimated Cost between £0,001 and £5,000		309.06	309.06	0.0%
Estimated Cost between £5,001 and £10,000		339.78	339.78	0.0%
Estimated Cost between £10,001 and £20,000		370.58	370.58	0.0%
Building Control - Copy Documents				
Application Certificate		19.80	19.80	0.0%
Completion Certificate (additional copies)		19.80	19.80	0.0%
Regularisation Applications				
Applications may be submitted where work has been carried out since 11 November 1985 but not previously submitted to the Authority. The fees are equal to 125% of the Building Notice Fees and are not subject to VAT.				
Planning Fees				
Schedule 1 - Part 2 - Scale of Fees in Respect of Variations - Outline Permission				
Site Area less than 2.5 Hectares - Categories 1, 2 and 3	per 0.1 hectare	385.00	462.00	20.0%
Site Area > 2.5 Hectares Fixed Fee (plus variable fee below) - Categories 1, 2 & 3	fixed fee	9,528.00	11,432.00	20.0%
Site Area > 2.5 Hectares Variable Fee - Categories 1, 2 & 3 (max of £125,000)	per 0.1 hectares above 2.5	115.00	138.00	20.0%
Site Area less than 15 Hectares - Categories 9* and 11	per 0.1 hectare	195.00	234.00	20.0%
Site Area > 15 Hectares Fixed Fee (plus variable fee below) - Categories 9* & 11	fixed fee	29,112.00	34,934.00	20.0%
Site Area > 15 Hectares Variable Fee - Categories 9* & 11 (max of £65,000)	per 0.1 hectares above 15	115.00	138.00	20.0%
Other: Category 9 (maximum £250,000)	per 0.1 hectare	196.00	234.00	19.4%
* Category 9 fees shown above in the case of operations for the mining and working of minerals - these applications are determined by Hertfordshire County Council				

STRATEGIC PLANNING & ENVIRONMENT COMMITTEE PROPOSED FEES AND CHARGES 2018/19

	Unit Measurement	2017/18 Charge	2018/19 Proposed Charge	% Change
Schedule 1 - Part 2 - Scale of Fees in Respect of Variations - Full Permission or Reserved Matters				
Up to 50 Dwelling Houses - Category 1	Per Dwelling House	385.00	462.00	20.0%
Greater than 50 Dwelling Houses Fixed Fee (plus variable fee below) - Category 2	Fixed Fee	19,049.00	22,859.00	20.0%
Greater than 50 Dwelling Houses Variable Fee - Category 2 (maximum of £250,000) - Category 2	Per Dwelling House > 50	115.00	138.00	20.0%
Where no Floor space created - Category 2	Fixed Fee	195.00	234.00	20.0%
Where Floor space Created less than 40m2 - Category 2	Fixed Fee	195.00	234.00	20.0%
Where Floor space Created Between 40m2 and 75m2 - Category 2	Fixed Fee	385.00	462.00	20.0%
Where Floor space Created Between 75m2 and 3750m2 - Category 2	Per 75m2	385.00	462.00	20.0%
Where Floor space Greater than 3750m2 Fixed Fee (plus variable fee below) - Category 2	Fixed Fee	19,049.00	22,859.00	20.0%
Where Floor space Greater than 3750m2 Variable Fee (maximum of £250,000) - Category 2	Per 75m2 > 3750m2	115.00	138.00	20.0%
Where Floor space Created less than 465m2 - Category 3	Fixed Fee	80.00	96.00	20.0%
Where Floor space Created Between 465m2 and 540m2 - Category 3	Fixed Fee	385.00	462.00	20.0%
Where Floor space Created Between 540m2 and 4215m2 Fixed Fee (plus variable fee below) - Category 3	Fixed Fee	385.00	462.00	20.0%
Where Floor space Created Between 540m2 and 4215m2 Variable Fee - Category 3	Per 75m2 > 540m2	385.00	462.00	20.0%
Where Floor space Created Over 4215m2 Fixed Fee (plus variable fee below) - Category 3	Fixed Fee	19,049.00	22,859.00	20.0%
Where Floor space Created Over 4215m2 Variable Fee (maximum of £250,000) - Category 3	Per 75m2 > 4215m2	115.00	138.00	20.0%
Where Floor space Created less than 465m2 - Categories 4 & 5	Fixed Fee	80.00	96.00	20.0%
Where Floor space Created greater than 465m2 - Categories 4 & 5	Fixed Fee	2,150.00	2,580.00	20.0%
Enlargement, Improvement or Other Alteration for one Dwelling House - Category 6	Fixed Fee	172.00	206.00	19.8%
Enlargement, Improvement or Other Alteration for more than one Dwelling House - Category 6	Fixed Fee	339.00	407.00	20.1%
Site Area less than 5 Hectares - Category 5	Per 0.1 hectare	385.00	462.00	20.0%
Site Area > 5 Hectares Fixed Fee (plus variable fee below) - Category 5	Fixed Fee	19,049.00	22,859.00	20.0%
Site Area > 5 Hectares Variable Fee - Category 6 (max of £250,000)	Per 0.1 hectares above 5	115.00	138.00	20.0%
Site Area less than 7.5 Hectares - Category 8	Per 0.1 hectare	385.00	462.00	20.0%
Site Area > 7.5 Hectares Fixed Fee (plus variable fee below) - Category 8	Fixed Fee	29,112.00	34,934.00	20.0%
Site Area > 7.5 Hectares Variable Fee - Category 8 (max of £250,000)	Per 0.1 hectares above 7.5	115.00	138.00	20.0%
Operations within curtilage - Category 7a	Fixed Fee	172.00	206.00	19.8%
Car Park, Service Roads & Means of Access - Category 7b	Fixed Fee	195.00	234.00	20.0%
Change from Single Dwelling House to use as less than 50 Dwelling Houses - Category 10a	Per additional Dwelling House	385.00	462.00	20.0%
Change from Single Dwelling House to use as >50 Dwelling Houses Fixed Fee (plus variable fee below) - Category 10a	Fixed Fee	19,049.00	22,859.00	20.0%
Change from Single Dwelling House to use as >50 Dwelling Houses Variable Fee (maximum of £250,000) - Category 10a	Per each dwelling house >50	115.00	138.00	20.0%
Change of use to <50 dwelling houses (Other Cases) - Category 10b	Per additional Dwelling House	385.00	462.00	20.0%
Change of use to >50 dwelling houses (Other Cases) Fixed Fee (plus variable fee below) - Category 10a	Fixed Fee	19,049.00	22,859.00	20.0%
Change of use to >50 dwelling houses (Other Cases) Variable Fee (maximum of £250,000) - Category 10a	Per each dwelling house >50	115.00	138.00	20.0%
Change of Use not included in Categories 9 or 10	Fixed Fee	385.00	462.00	20.0%
Applications for permission in principle	Per 0.1 hectare		402.00	0.0%

STRATEGIC PLANNING & ENVIRONMENT COMMITTEE PROPOSED FEES AND CHARGES 2018/19				
	Unit Measurement	2017/18 Charge	2018/19 Proposed Charge	% Change
Schedule 2 - Other Planning Application				
Advert On Business Premises, Forecourt or curtilage		110.00	132.00	20.0%
Advert To Direct Public or Draw Attention to Business Premises not Visible		110.00	132.00	20.0%
Advert All Other Cases		385.00	462.00	20.0%
Approval/variation /discharge of condition		195.00	234.00	20.0%
Request for confirmation that conditions complied with		97.00	116.00	19.6%
Request for confirmation that conditions complied with (householder)		28.00	34.00	21.4%
Application for non material amendment- householder		28.00	34.00	21.4%
application for non material amendment-other		195.00	234.00	20.0%
Lawful development certificate - existing use		195.00	234.00	20.0%
Prior approval - agriculture		80.00	96.00	20.0%
Prior approval - telecoms		385.00	462.00	20.0%
Prior approval - schools		80.00	96.00	20.0%
Prior approval - from agriculture to schools		80.00	96.00	20.0%
Prior approval - from agriculture to commercial use		80.00	96.00	20.0%
Prior approval - from office to residential		80.00	96.00	20.0%
Prior approval - from agriculture to residential (no associated building operations)		80.00	96.00	20.0%
Prior approval - from agriculture to residential (associated building operations)		172.00	206.00	19.8%
Prior approval - from retail to residential (no associated building operations)		80.00	96.00	20.0%
Prior approval - from retail to residential (associated building operations)		172.00	206.00	19.8%
Prior approval - temporary state funded school			96.00	0.0%
Prior approval - temporary use for film making			96.00	0.0%
Prior approval - solar PV equipment up to 1mgw			96.00	0.0%
Prior approval - collection facility within curtilage of a shop			96.00	0.0%
Land Charges				
Fees exclude VAT @ 20% where applicable				
VAT will become payable on all income derived from the CON 29 R and O products as of 1 February 2016				
LLC1 and CON29R (Residential Properties)		99.00	99.00	0.0%
LLC1 and CON29R (Commercial Properties)		190.00	190.00	0.0%
LLC1 (Search of Land Charges Register only)		30.00	30.00	0.0%
CON29R Only (Residential Properties)		69.00	69.00	0.0%
CON29O Enquiries (Except Q22 - Commons Search)		160.00	160.00	0.0%
CON29O Enquiries		12.00	12.00	0.0%
CON29O Q22 - Commons Search		20.00	20.00	0.0%
Extra parcels of land		20.00	20.00	0.0%
Pre-application charges (inclusive of VAT)				
PPA - minimum charge each PPA negotiated on complexity		2,000.00	2,200.00	10.0%
Category A - Significant Major Development		3,000.00	3,300.00	10.0%
Category B - Very large Major Development		2,000.00	2,200.00	10.0%
Category C - Major Developments		1,000.00	1,100.00	10.0%
Category D - Minor Developments		300.00	330.00	10.0%
Category E - Minor Developments		150.00	165.00	10.0%
Category F - Householder Applications		65.00	72.00	10.8%
Plus additional meeting (inclusive of VAT)				
Category A - Significant Major Development		600.00	660.00	10.0%
Category B - Very large Major Development		400.00	440.00	10.0%
Category C - Major Developments		200.00	220.00	10.0%
Category D - Minor Developments		100.00	110.00	10.0%
Category E - Minor Developments		50.00	55.00	10.0%
Category F - Householder Applications		50.00	55.00	10.0%
Post application charges (new charges) (inclusive of VAT)				
Category A - Significant Major Development		300.00	330.00	10.0%
Category B - Very large Major Development		200.00	220.00	10.0%
Category C - Major Developments		100.00	110.00	10.0%
Category D - Minor Developments		75.00	83.00	10.7%
Category E - Minor Developments		50.00	55.00	10.0%
Category F - Householder Applications		25.00	28.00	12.0%
Planning Performance Agreement				
bespoke fees costed per application				
Strategic Planning Charges for Documents				
All Strategic Planning Documents are available on the website. Printed versions can be posted upon individual request made to strategic.planning@dacorum.gov.uk.				
<i>Prices will be provided based on printing and postage costs at the time of the request.</i>				
			Recharged at cost	

DRAFT HOUSING REVENUE ACCOUNT BUDGET SUMMARY 2017/18 & 2018/19										
£000	Note	2017/18					2018/19			
		Original 2017/18	Virements required	New Budget	Forecast Outturn	Variance	Growth / (Savings) 1st OSC 5.12.17	Estimate 2018/19 1st OSC 5.12.17	Growth / (Savings) 2nd OSC 6.2.18	Estimate 2018/19 2nd OSC 6.2.18
Income										
Dwelling Rents	1	(54,649)	1,350	(53,299)	(53,660)	(361)	1,850	(52,799)	(245)	(53,044)
Non-Dwelling Rents		(82)		(82)	(212)	(130)	(20)	(102)		(102)
Tenant Service Charges	2	(528)	(1,100)	(1,628)	(1,490)	138	(1,054)	(1,582)	70	(1,512)
Leaseholder Charges		(487)		(487)	(459)	28	0	(487)		(487)
Interest and Investment Income	3	(206)		(206)	(226)	(20)	0	(206)	(184)	(390)
Contributions to Expenditure	4	(655)		(655)	(796)	(141)	120	(535)		(535)
Total Income		(56,607)	250	(56,357)	(56,843)	(486)	896	(55,711)	(359)	(56,070)
Expenditure										
Repairs and Maintenance	5	11,771		11,771	11,724	(47)	344	12,115	(2)	12,113
Revenue Contribution to Capital	6	8,993		8,993	9,171	178	(1,990)	7,003	282	7,285
Supervision & Management	7	12,006	(250)	11,756	12,069	313	(25)	11,981	62	12,043
Corporate and Democratic Core		240		240	240	0	44	284	17	301
Rent, Rates, Taxes & Other Charges		14		14	56	42	20	34		34
Provision for Bad Debts	8	300		300	300	0	400	700		700
Interest Payable		11,643		11,643	11,643	0	(49)	11,594		11,594
Depreciation	9	11,640		11,640	11,640	0	360	12,000		12,000
Total Expenditure		56,607	(250)	56,357	56,843	486	(896)	55,711	359	56,070
HRA Deficit / (Surplus)		0	0	0	0	0	0	0	0	0
Housing Revenue Account Balance:										
Opening Balance at 1 April		(2,893)		(2,893)	(2,893)	0		(2,893)		(2,893)
Deficit / (Surplus) for the year		0		0	0	0		0		0
Closing Balance at 31 March		(2,893)	0	(2,893)	(2,893)	0		(2,893)		(2,893)
Earmarked Reserves:										
Opening Balance at 1 April	10	(18,100)		(18,100)	(18,100)	0		(14,102)		(18,100)
Contributions to Earmarked Reserves		3,998		3,998	0	(3,998)		9,957		3,998
Closing Balance at 31 March		(14,102)	0	(14,102)	(18,100)	(3,998)		(4,145)		(14,102)

SUMMARY OF MAJOR MOVEMENTS IN HOUSING REVENUE ACCOUNT BUDGET 2017/18 - 2018/19

Note 1 - Dwelling Rents

The budget for Dwelling Rents reflects the 1% reduction in social rents announced by the Government in July 2015. The average dwelling rent is proposed to reduce from £102.24 in 2017/18 to £101.22 in 2018/19.

The rental income for 2018/19 is expected to be £245k higher than previous assumptions due to lower volume of Right to Buy sales in 2017/18.

Note 2 - Tenant Service Charges

There is an additional pressure of £70k on this line in the draft budget 2018/19 due to cessation of a grant from Herts County Council.

Note 3 - Interest and Investment Income

There is an increase to the draft budget for 2018/19 due to higher than anticipated reserve balances in the HRA.

Note 4 - Contributions to Expenditure

The budget for Contributions to Expenditure has been reduced by £210k to reflect reduced contribution from utilities. This is partially offset by a budgeted increase in income of £90k from minor capital receipts, in line with the forecast outturn for 2017/18.

Note 5 - Repairs & Maintenance

The budget for Repairs and Maintenance has increased by a net £342k (3.3%) to reflect the ongoing pension liability for staff that transferred to the Council's main Housing Repairs contractor under TUPE. The increased liability is as a result of changes to pension regulations to consolidate bonus payments into pensionable pay.

Note 6 - Revenue Contribution to Capital

The Revenue Contribution to Capital has been adjusted to balance the HRA in year. The effect on the funding of the capital programme can be offset for one year by utilising capital receipts from the sale of non Right to Buy properties (c. £2m) that have already been received. An annual capital receipt of £750k is expected on these sales going forward.

Note 7 - Supervision and Management

The draft budget includes the following assumptions:

In line with estimates for the General Fund, salaries budgets include pay inflation of 2%.

Growth of £100k for feasibility studies in order to identify viable new build sites.

A saving of £140k following underspends in previous financial years in premises costs at Sheltered schemes.

There is an increase to the draft budget for 2018/19 due to revised estimates for recharges from the General Fund.

Note 8 - Provision for Bad Debts

The provision for bad debts has been increased by £400k in 2018/19 to allow for the part year effect of the implementation of Universal Credit (UC) across the borough in 2018/19.

Note 9 - Depreciation

The budgets for depreciation have been increased to reflect an increase in capital assets as a result of the new build programme, combined with inflation in house prices.

Note 10 - Earmarked Reserves

The balances held in earmarked reserves are higher than previously anticipated due to rescheduling of the HRA capital programme.

NEW AND AMENDED GENERAL FUND CAPITAL BIDS 2017/18 - 2022/23

Summary	2017/18 £000	2018/19 £000	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000	Total £000
Current Overall Programme	14,633	19,670	2,375	1,440	5,045	0	43,163
New Bids	3,375	6,366	2,740	1,261	3,363	4,733	21,838
Realigned Schemes & Growth	(5,864)	(4,318)	8,317	148	1,117	0	(600)
Revised Overall Programme	12,143	21,718	13,432	2,849	9,525	4,733	64,401

NEW BIDS	2017/18 £000	2018/19 £000	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000	Total £000
<u>FINANCE & RESOURCES</u>							
Commercial Assets and Property Development (Nicholas Brown)							
Rossgate Shopping Centre - Structural Works		110					110
The Denes Shopping Centre - Renew Walkway & Canopy Covering		30					30
Hemel Hempstead Sports Centre - Astroturf renewal		70					70
Berkhamsted Sports Centre - Installation of new hot water calorifiers		50					50
Berkhamsted Sports Centre - Building Management System		150					150
Long Chaulden - Roof Renovations		56					56
Bellgate - Walkway Renovation		66					66
Stoneycroft - Car Park Refurbishment			55				55
Hobbs Hill - Window and Doors replacement			15				15
Bennettsgate - Window Renewal			90				90
Commercial Assets - Shopping Centres				400	400	400	1,200
Hemel Sports Centre - Renew heat and power system		80					80
Hemel Sports Centre - Renew hot water and heating plant		105					105
Dacorum Athletics Track - Resurface Track			500				500
Commissioning, Procurement and Compliance (Ben Hosier)							
Car Park Refurbishment		320	140	60			520
Revenues, Benefits & Fraud (Chris Baker)							
Revenues and Benefits new servers		23					23

NEW AND AMENDED GENERAL FUND CAPITAL BIDS 2017/18 - 2022/23

NEW BIDS	2017/18 £000	2018/19 £000	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000	Total £000
<u>FINANCE & RESOURCES (continued)</u>							
Information, Communication and Technology (Ben Trueman)							
Rolling Programme - Hardware						75	75
Software Licences - Right of Use						50	50
Members' Devices			45				45
People and Performance (Matthew Rawdon)							
Community Grants						20	20
<u>STRATEGIC PLANNING & ENVIRONMENT</u>							
Environmental Services (Craig Thorpe)							
Fleet Replacement Programme		75				1,457	1,532
Fleet Services Renew Plant and Equipment		155					155
Waste Recycling Service Improvements		15					15
Property & Place (Fiona Williamson)							
Disabled Facilities Grants		66	66	66	66	741	1,005
Strategic Planning and Regeneration (Chris Taylor)							
The Bury					625	975	1,600
The Bury Residential			110	110	2,230	640	3,090
<u>HOUSING & COMMUNITY</u>							
Commissioning, Procurement and Compliance (Ben Hosier)							
Rolling Programme - CCTV Cameras						25	25
CCTV - Upgrade Control Room to Alarm Receiving Centre		65					65
People and Performance (Matthew Rawdon)							
Verge Hardening Programme						350	350
Strategic Housing (Natasha Beresford)							
Temporary Accommodation - creation of new units		60	90				150
Strategic Housing (David Barrett)							
Affordable Housing Development Fund	3,375	4,870	1,629	625	42		10,541
TOTAL - NEW BIDS	3,375	6,366	2,740	1,261	3,363	4,733	21,838

NEW AND AMENDED GENERAL FUND CAPITAL BIDS 2017/18 - 2022/23

REPHASED AND AMENDED BIDS	2017/18 £000	2018/19 £000	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000	Total £000
<u>FINANCE & RESOURCES</u>							
Commercial Assets and Property Development (Nicholas Brown)							
Strategic Acquisitions		(2,237)	1,750				(487)
Old Town Hall - Café roof and stonework renewal	(30)	30					0
Rossgate Shopping Centre - Structural Works	(91)	91					0
Adeyfield Community Centre - replace roof	(44)	44					0
Tring Community Centre - new play area for Children's Nursery	(13)	13					0
The Denes Shopping Centre - Renew Walkway & Canopy Covering	(50)	50					0
Berkhamsted Sports Centre - Roof Replacement		(150)	150				0
Tring Swimming Pool	(338)	(262)					(600)
Kingshill Cemetery - Toilet Provision	(147)	147					0
Kingshill Cemetery Infrastructure (New Burial Area)	(40)	40					0
Bunkers Farm		(200)	200				0
Demolish Gadebridge Park Green-Keeper's Shed	(20)	20					0
Dacorum Athletics Track - Resurface Track		(1,950)	1,950				0
Hemel Sports Centre - renew heat and power system	80	(80)					0
Demolition of Civic Centre	(800)	800					0
Commissioning, Procurement and Compliance (Ben Hosier)							
Car Park Refurbishment	(150)	150					0
Multi Storey Car Park Berkhamsted	(762)	1,087	1,162				1,487
Democratic Services (Jim Doyle)							
Election Management System Replacement	(30)	30					0
Information, Communication and Technology (Ben Trueman)							
Future Vision of CRM	(294)	294					0

NEW AND AMENDED GENERAL FUND CAPITAL BIDS 2017/18 - 2022/23

REPHASED AND AMENDED BIDS	2017/18 £000	2018/19 £000	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000	Total £000
<u>STRATEGIC PLANNING & ENVIRONMENT</u>							
Environmental Services (Craig Thorpe)							
Fleet Replacement Programme	(1,725)	530	1,555	(2)	(358)		0
Gadebridge Park - Splash Park and Play Area	200	(200)					0
Gadebridge Park - Renovation of White Bridge		(250)	250				0
Waste Recycling Service Improvements	(75)	75					
Development Management and Planning (Andrew Horner)							
Planning Software Replacement	(87)	87					0
Strategic Planning and Regeneration (Chris Taylor)							
Urban Park/Education Centre (Durrants Lakes)		(210)	210				0
Market Square		(1,000)	0				(1,000)
Town Centre Access Improvements	(90)	(310)	400				0
Wood House - Office Space Fit Out		250					250
The Bury	(40)	(1,905)	320	150	1,475		0
<u>HOUSING & COMMUNITY</u>							
People and Performance (Matthew Rawdon)							
Storage Facility at Grovehill Adventure Playground	(25)	25					0
Verge Hardening Programme	100	(100)					0
EIS Replacement	(70)	70					0
Strategic Housing (David Barrett)							
Westerdale (Garage Development)	(784)	599	185				0
Northend (Garage Development)	(290)	105	185				0
Wood House - Office Space Fit Out	(250)						(250)
TOTAL - REPHASED AND AMENDED BIDS	(5,864)	(4,318)	8,317	148	1,117	0	(600)

DRAFT CAPITAL PROGRAMME BY OSC 2017/18 TO 2022/23

Scheme		17/18 £'000	18/19 £'000	19/20 £'000	20/21 £'000	21/22 £'000	22/23 £'000
GENERAL FUND							
FINANCE & RESOURCES							
Commercial Assets and Property Development (Nicholas Brown)							
13	Strategic Acquisitions		-	1,750			
14	Service Lease Domestic Properties	30		30			
15	Demolition of Health Centre	46					
16	Old Town Hall - Cafe Roof and stonework renewal	45	60				
17	Demolition of Civic Centre	110	800				
18	Bennetts End Community Centre - Replace Main Hall Pitched Roof Covering	35					
19	Adeyfield Community Centre - replace roof		69				
20	Tring Community Centre - new play area for Children's Nursery		13				
21	Bennetts End Community Centre Toilet Provision	24					
22	Rossgate Shopping Centre - Structural Works		301				
23	Leys Road - Roof	55					
24	High Street, Tring - Replace External Cladding & Roof	112					
25	The Denes Shopping Centre - Renew Walkway & Canopy Covering	-	80				
26	Grovehill Shopping Centre - renew car park			30			
27	Commercial Properties - Renew Obsolete Door Entry Controls	20					
28	Silk Mill - Renew asphalt tanking to stairs	16					
29	Berkhamsted Sports Centre - Roof Replacement		250	150			
30	Hemel Hempstead Sports Centre - Roof			100			
31	Hemel Sports Centre - renew heat and power system	176					
32	Hemel Sports Centre - renew hot water and heating plant		105				
33	Hemel Hempstead Sports Centre - Astroturf renewal		70				
34	Berkhamsted Sports Centre - Installation of new hot water calorifiers		50				
35	Berkhamsted Sports Centre - Building Management System		150				
36	Berkhamsted Sports Centre - heating system upgrade	-					
37	Dacorum Athletics Track - Resurface Track	50	500	2,450			
38	Tring Swimming Pool	150	1,718				
39	Kingshill Cemetery - Toilet Provision	2	147				

DRAFT CAPITAL PROGRAMME BY OSC 2017/18 TO 2022/23

Scheme		17/18 £'000	18/19 £'000	19/20 £'000	20/21 £'000	21/22 £'000	22/23 £'000
FINANCE & RESOURCES							
Commercial Assets and Property Development (Nicholas Brown)							
47	Heath Lane Chapel - Replace roof	14					
48	Kingshill Cemetery Infrastructure (New Burial Area)		40				
49	Bunkers Farm	52	660	200			
50	Woodwells Cemetery - Improvements to Burial Areas	5					
51	Queen's Square Bin Store Provision	13					
52	Demolish Gadebridge Park Green-Keeper's Shed		20				
53	Elderly Day Care Centre (Half Moon Yard) - Replace soffit/facia & external facade	18					
54	Renew CCTV to Victoria Hall	11					
55	58 High St (Old Town), Hemel - Remove and Rebuild Wall	15					
56	100 High St (Old Town), Hemel - Window Replacement	14					
57	Purchase of Allotments and Caravan Park Booking Software						
58	Old Town Public Convenience Refurbishment	30					
59	Long Chaulden - Roof Renovations		56				
60	Bellgate - Walkway Renovation		66				
61	Stoneycroft - Car Park Refurbishment			55			
62	Hobbs Hill - Window and Doors replacement			15			
63	Bennettsgate - Window Renewal			90			
64	Commercial Assets - Shopping Centres				400	400	400
		1,042	5,155	4,870	400	400	400
Revenues, Benefits & Fraud (Chris Baker)							
67	Revenues and Benefits new servers		23				
		-	23	-	-	-	-
Commissioning, Procurement and Compliance (Ben Hosier)							
70	Car Park Refurbishment	87	615	140	60		
71	Water Gardens Car Park - Re-Lining (Asphalt) Top Floor	9					
72	Multi Storey Car Park Berkhamsted	59	3,400	1,162			
		155	4,015	1,302	60	-	-
Democratic Services (Jim Doyle)							
75	Election Management System Replacement		30				
76	Civic Car Purchase	-					
		-	30	-	-	-	-

DRAFT CAPITAL PROGRAMME BY OSC 2017/18 TO 2022/23

Scheme		17/18 £'000	18/19 £'000	19/20 £'000	20/21 £'000	21/22 £'000	22/23 £'000
FINANCE & RESOURCES							
Housing & Regeneration Management (Mark Gaynor)							
85	The Forum (Public Service Quarter)	185					
86	Gade Zone	73					
		258	-	-	-	-	-
Information, Communication and Technology (Ben Trueman)							
89	Rolling Programme - Hardware	471	425	75	75	75	75
90	Software Licences - Right of Use	50	50	50	50	50	50
91	Website Development	44					
92	Future vision of CRM	70	329	10	10		
93	Members' Devices			45			
		635	804	180	135	125	125
People and Performance (Matthew Rawdon)							
86	EIS Replacement		70				
87	Capital Grants - Community Groups	20	20	20	20	20	20
88		20	90	20	20	20	20
89							
TOTAL - FINANCE & RESOURCES		2,110	10,116	6,372	615	545	545

DRAFT CAPITAL PROGRAMME BY OSC 2017/18 TO 2022/23

Scheme		17/18 £'000	18/19 £'000	19/20 £'000	20/21 £'000	21/22 £'000	22/23 £'000
HOUSING & COMMUNITY							
People and Performance (Matthew Rawdon)							
109	Telephony upgrade & virtualisation	5					
110	Self Service Kiosks	19					
111	Lift Replacement to Theatre - Old Town Hall	60					
112	Verge Hardening Programme	458	250	350	350	350	350
113	Storage Facility at Grovehill APG	-	25				
		24	-	-	-	-	-
Commissioning, Procurement and Compliance (Ben Hosier)							
116	Rolling Programme - CCTV Cameras	25	25	25	25	25	25
117	CCTV - Upgrade Control Room to Alarm Receiving Centre		65				
		25	90	25	25	25	25
Strategic Housing (David Barrett)							
120	Westerdale (Garage Development)	30	1,386	185			
121	Northend (Garage Development)	30	418	185			
122	Affordable Housing Development Fund (fully funded from 141 Capital Receipts)	5,948	4,870	1,629	625	42	
		6,008	6,674	1,999	625	42	-
Strategic Housing (Natasha Beresford)							
124	Temporary Accommodation - creation of new units		60	90			
		-	60	90	-	-	-
TOTAL - HOUSING & COMMUNITY		6,574	7,099	2,464	1,000	417	375

DRAFT CAPITAL PROGRAMME BY OSC 2017/18 TO 2022/23

Scheme		17/18 £'000	18/19 £'000	19/20 £'000	20/21 £'000	21/22 £'000	22/23 £'000
STRATEGIC PLANNING & ENVIRONMENT							
Environmental Services (Craig Thorpe)							
138	Wheeled Bins & Boxes for New Properties	20	20				
139	Play Area Refurbishment Programme	344					
140	Litter Bin Upgrade	20					
141	Waste & Recycling Service Improvements	-	90				
142	Play Areas & Open Spaces - replace equipment	11					
143	Fleet Replacement Programme	129	2,600	2,565	233	3,492	1,457
144	Fleet Services Renew Plant and Equipment		155				
145	Bartec - Collection System – Commercial Waste	23					
146	Installation of Air Conditioning Units at Cupid Green	35					
147	Gadebridge Park - Splash Park and Play Area	1,063	-				
148	Gadebridge Park - Infrastructure Improvements (Footpaths and Signage)	150					
149	Gadebridge Park - Renovation of White Bridge		250	250			
150	Vehicle Wash	65					
		1,860	3,115	2,815	233	3,492	1,457
Property & Place (Fiona Williamson)							
153	Disabled Facilities Grants	741	741	741	741	741	741
		741	741	741	741	741	741
Development Management and Planning (Andrew Horner)							
156	Planning Software Replacement	-	87				
		-	87	-	-	-	-
Strategic Planning and Regeneration (Chris Taylor)							
159	Maylands Phase 1 Improvements	50					
160	Urban Park/Education Centre (Durrants Lakes)	54		210			

DRAFT CAPITAL PROGRAMME BY OSC 2017/18 TO 2022/23

Scheme		17/18 £'000	18/19 £'000	19/20 £'000	20/21 £'000	21/22 £'000	22/23 £'000
STRATEGIC PLANNING & ENVIRONMENT							
167	Maylands Business Centre	377					
168	Water Gardens	176					
169	Town Centre Access Improvements	67	40	400			
170	Hemel Street Furniture	111					
171	Maylands Business centre - Wood House fit out		500				
172	The Bury - Conversion into Museum and Gallery	23	20	320	150	2,100	975
179	The Bury - Residential Development			110	110	2,230	640
		858	560	1,040	260	4,330	1,615
STRATEGIC PLANNING & ENVIRONMENT							
TOTAL - STRATEGIC PLANNING & ENVIRONMENT		3,459	4,503	4,596	1,234	8,563	3,813
TOTAL - GENERAL FUND		12,143	21,718	13,432	2,849	9,525	4,733

DRAFT CAPITAL PROGRAMME BY OSC 2017/18 TO 2022/23

Scheme		17/18 £'000	18/19 £'000	19/20 £'000	20/21 £'000	21/22 £'000	22/23 £'000
	HOUSING REVENUE ACCOUNT						
	Property & Place (Fiona Williamson)						
188	Planned Fixed Expenditure	17,609	17,480	17,746	17,057	17,023	17,066
		17,609	17,480	17,746	17,057	17,023	17,066
	Strategic Housing (David Barrett)						
191	Aspen Court / London Road, Apsley	135					
192	New Build General	-	6,000	6,000	6,578	6,000	
193	Martindale	110	4,100	8,221	2,035		
193	Wood House	6,866	4,416				
194	Stationers Place / Apsley Paper Mill	183	3,000	3,896			
195	Able House	573					
197	Swing Gate Lane	838	574				
196	Swing Gate Lane Conversion		913				
		8,705	19,003	18,117	8,613	6,000	-
	TOTAL - HOUSING REVENUE ACCOUNT	26,314	36,483	35,863	25,670	23,023	17,066
	TOTAL CAPITAL PROGRAMME	38,457	58,201	49,295	28,519	32,548	21,799

DRAFT CAPITAL PROGRAMME BY OSC 2017/18 TO 2022/23

	17/18 £'000	18/19 £'000	19/20 £'000	20/21 £'000	21/22 £'000	22/23 £'000
CAPITAL FINANCING						
GENERAL FUND						
Capital Receipts and Reserves	-	6,663	8,990	484	6,610	4,194
141 Capital Receipts	5,966	5,429	1,767	625	42	
Grants and Contributions	1,408	1,148	975	975	1,836	539
Revenue Contributions to Capital	-	2,111	1,700	765	1,037	
Borrowing	4,769	6,367	-	-	-	-
TOTAL - GENERAL FUND	12,143	21,718	13,432	2,849	9,525	4,733
HOUSING REVENUE ACCOUNT						
Capital Receipts and Reserves	12,861	25,412	28,295	17,689	14,387	9,162
141 Capital Receipts	4,020	2,534	2,534	2,534	2,300	900
Grants and Contributions (S106)	586	1,508				
Revenue Contributions to Capital	8,847	7,029	5,034	5,447	6,336	7,004
Borrowing	-	-	-	-	-	-
TOTAL - HOUSING REVENUE ACCOUNT	26,314	36,483	35,863	25,670	23,023	17,066
TOTAL - CAPITAL FINANCING	38,457	58,201	49,295	28,519	32,548	21,799

General Fund Reserves Summary	Balance as at 31/03/2017 £'000	Net Reserve Movement 2017/18 £'000	Balance as at 31/03/2018 £'000	Net Reserve Movement 2018/19 £'000	Balance as at 31/03/2019 £'000	Net Reserve Movement 2019/20 £'000	Balance as at 31/03/2020 £'000	Net Reserve Movement 2020/21 £'000	Balance as at 31/03/2021 £'000	Net Reserve Movement 2021/22 £'000	Balance as at 31/03/2022 £'000
Civic Buildings Major Repairs Reserve	200		200		200		200		200		200
Capital Development Reserve	500	(200)	300		300		300		300		300
Earmarked Grants Reserve	203	(132)	71	(61)	10	(10)	0		0		0
Management of Change Reserve	1,834	(567)	1,267	(177)	1,090	304	1,394	350	1,744	350	2,094
Technology Reserve	56		56	200	256		256		256		256
Savings Efficiencies Reserve	0		0	604	604	377	981	244	1,225		1,225
On Street Car Parking Reserve	242	(73)	169	50	219		219		219		219
Local Development Framework Reserve	100	(100)	0		0		0		0		0
Dacorum Development Reserve	356	(234)	122	(110)	12		12		12		12
Planning Enforcement & Appeals Reserve	75		75		75		75		75		75
Planning & Regeneration Project Reserve	158	(93)	65	(42)	23		23		23		23
Litigation Reserve	148	121	269		269		269		269		269
Vehicle Replacement Reserve	700	350	1,050	350	1,400	350	1,750	350	2,100	(1,750)	350
Historic Building Grants Reserve	0		0		0		0		0		0
Invest to Save	248		248		248		248		248		248
Tring Swimming Pool Repairs Reserve	0	8	8	8	16	8	24	8	32	8	40
Youth Provision Reserve	101	(40)	61	(40)	21		21		21		21
Election Reserve	60	30	90	30	120	(90)	30	30	60	30	90
Uninsured Loss Reserve	586	(86)	500		500		500		500		500
Training & Development Reserve	88	(43)	45	(22)	23	(23)	0		0		0
Housing Conditions Survey Reserve	81	15	96	15	111	(111)	0	15	15	15	30
Dacorum Partnership Reserve	58	(11)	47		47		47		47		47
Dacorum Rent Aid - Guarantee Scheme	15		15		15		15		15		15
Rent Guarantee Scheme Reserve	15		15		15		15		15		15
Funding Equalisation Reserve	2,129	(209)	1,920		1,920		1,920		1,920		1,920
Pensions Reserve	1,773		1,773	200	1,973	200	2,173	(1,300)	873	200	1,073
Maylands Plus Reserve	46		46	23	69	23	92	23	115	23	138
Total Earmarked Reserves	9,772	(1,264)	8,508	1,028	9,536	1,028	10,564	(280)	10,284	(1,124)	9,160
Working Balance	2,502		2,503	16	2,519	0	2,519	0	2,519	0	2,519
Total General Fund Reserves	12,274		11,011	1,044	12,055	1,028	13,083	(280)	12,803	(1,124)	11,679

Statement by the Chief Finance Officer

1. The purpose of this statement is to comply with the requirements of the Local Government Act 2003 whereby the Chief Finance Officer, in the Council's case, the Corporate Director (Finance & Operations), must report on:
 - (a) the robustness of the estimates made for the purposes of the budget calculations and;
 - (b) the adequacy of the proposed financial reserves.
2. In recommending the budget to the Council, the Cabinet must take account of the advice of the Corporate Director (Finance & Operations) in respect of the above.
3. For 2018/19 I can advise that the budget presented to Cabinet for referral to Council is robust in its formulation and that the level of reserves and balances are adequate for the organisation.

Risks to the budget

4. In formulating my opinion the following key risks have been taken into account.

Salaries

5. The budget proposals for 2018/19 have incorporated staffing costs budgeted on a post by post basis. A reduction of 5%, known as a 'vacancy factor' has been applied to all posts with the exception of front-line staff within Waste Services. This reduction has been applied because actual salary costs in previous years have demonstrated that the time taken to recruit to vacant posts leads to underspends of around 5% by the end of the year.
6. Service efficiency improvements in recent years have meant that managers have filled vacant posts more quickly than in the past because the Service is less able to continue providing its Service when carrying a vacant post. However, the forecast outturn position for 2017/18, as at February 2018, indicates that 5% remains an appropriate vacancy factor for the Council. If staff turnover reduces significantly in 2018/19, then there will be increased pressure on the vacancy factor. This will be kept under review throughout the year.
7. There is a number of efficiency initiatives planned for delivery in 2018/19, the success of which will affect budgetary performance over the course of the year. Those relating to salaries are listed on the first page of Appendix B1, and primarily include service reviews of Democratic Services; Neighbourhood Delivery; and, changes to the operating hours of the Council's Adventure Playgrounds. Progress of these projects will be closely monitored throughout the year to mitigate the risk of delays and a resultant budgetary impact.

Key income streams

8. **Car Parking Income** The impact of a nil increase in car parking tariffs has been taken into account in preparing the budget for 2018/19. The budgeted level of income has been increased by £30k over 2017/18 levels, which reflects the forecast outturn performance for the current year. On this basis, the budget-setting process is robust.

However, any impact from change in usage should be kept under review, particularly arising from future severe weather conditions.

9. **Investment Income** The budgeted level of investment income for 2018/19 has been calculated using a detailed cash flow model in conjunction with interest rates forecast from a combination of advice from Capita (the Council's treasury management advisers), and rates available from counterparties permitted within the Council's current Treasury Management Strategy. However, whilst the economy remains uncertain, there is a risk that interest rates may fall, negatively impacting the amount of investment income the Council receives.
10. **Recycling income** The Council currently receives around £500k from Hertfordshire County Council (HCC) related to recycling performance, known as the Alternative Financial Model (AFM). The budgeted level of income has been based on a number of assumptions around recycling tonnage that will be achieved by Dacorum over the course of the year, and any deviation from this could result in reductions in the amount of income from HCC. Monthly monitoring of recycling levels will enable any risks to be identified and addressed early in the financial year. Whilst HCC have confirmed that AFM funding will continue into 2018/19, it has been indicated that there is likely to be a reduction in the amount of funding available in future years. This constitutes a risk to future years' budgets and as such will be kept under review, with the Medium Term Financial Strategy to be updated accordingly.

Capital Programme

11. Based on the profile of projects in the proposed Capital Programme, the Council has no further need to borrow before 2022/23. Any future borrowing will have revenue implications for the Council, which, in the context of continued reductions in government grants, will put further pressure on the Council's ability to protect its front-line services. It is increasingly important therefore that slippage and overspends in the Council's Capital Programme are minimised to enable borrowing decisions to be taken on the basis of accurate information. The Capital Programme will be kept under review throughout the year, and risks highlighted to Members as they occur.
12. The financing of the Capital Programme assumes capital receipts of around £25m over the period 2017/18 – 2022/23. The inherent complexity of the property deals that will deliver these receipts means that they are vulnerable to delays and/or collapse. Regular meetings of the Property Management Board should ensure a concerted approach across Council services that will mitigate this risk.
13. A Revenue Contribution to Capital funded directly from New Homes Bonus, of around £6m, is forecast between 2018/19 and 2022/23. This level of financing assumes that the current method of allocation will continue NHB. Future Government announcements on changes to the model will be monitored, and the Capital programme updated accordingly. The S151 Officer will report back to Members any material changes.

Reserves

14. The reserves statement (Appendix H) shows a projected use of General Fund Earmarked Revenue Reserves of in 2018/19 of c£450k (*net* contribution to reserves of £1m). The use of Earmarked Reserves has been applied for non-recurring and planned expenditure, therefore, usage is considered robust.
15. It is recommended that the Council's current guidelines on the maintenance of Working Balances are retained, i.e. between 5% and 15% of Net Cost of Services on the General

Fund, and at not less than 5% of turnover on the HRA. The General Fund Working Balance is forecast to be at the upper end of this parameter in 2018/19, at 15%, to reflect the risks associated with balancing a budget on the basis of new savings initiatives being delivered in-year.

HRA

16. The Council's highest value contract, valued at around £25m per year, is with Osborne Property Services for the Total Asset Management of the Council's housing stock. The contract includes the management of responsive repairs, planned repairs and void management. Supplier performance under this contract will continue to be monitored closely to mitigate the financial and operational risks of failure.



SUMMARY

Report for:	Cabinet
Date of meeting:	
Part:	I
If Part II, reason:	<p>Financial and legal information is Part II as the report contains information relating to the financial or business affairs of the companies bidding for a Council contract, (Local Government Act 1972, Schedule 12A, Part 1, Paragraphs 3).</p> <p>The report also contains information, which could be subject to a claim for legal professional privilege.</p> <p>Local Government Act 1972, Schedule 12A, Part1, Paragraphs 3 and 5</p>

Title of report:	Tring Sports Centre and Council investment in Tring Swimming Pool
Contact:	<p>Cllr Neil Harden, Portfolio Holder for Resident and Corporate Services</p> <p>Author/Responsible Officers;</p> <ul style="list-style-type: none"> • Robert Smyth, Assistant Director (Performance, People & Innovation)
Purpose of report:	For Cabinet to review and approve the proposal to transfer responsibility for Tring Sports Centre to Tring School in line with the conditions and requirements outlined in this report.
Recommendations	<p>That Cabinet approve the following recommendations:</p> <ol style="list-style-type: none"> 1. Approve the proposal to transfer responsibility for Tring Sports Centre to Tring School in line with the conditions and requirements outlined in this report to enable significant investment in Tring leisure facilities. 2. Recommendation 1 is conditional on the successful completion of due diligence and following formal approval

	<p>from Tring School.</p> <p>3. That approval be given for DBC to mutually agree to terminate the existing Dual Use Agreement and enter into a new Funding Agreement to reflect the terms as set out in this report. This will be undertaken in consultation with the Section 151 Officer and the Monitoring Officer.</p>
Corporate Objectives:	Clean, Safe and Enjoyable Environment and Modern and Efficient Council – Leisure provision is central to delivering a borough that people can enjoy. This proposal will ensure that we invest and support high quality facilities for use in the community will ensuring we deliver value for money.
Implications: Value For Money Implications'	<p><u>Financial</u> While the proposal is likely to have a financial impact on the Council's new leisure contract, this is largely offset by the reduction in the cost of capital works to refurbish the facility because in discussion with Tring School, the Council is no longer required to renovate the entrance and reception.</p> <p>More details are provided in Part II.</p> <p><u>Operational</u> The proposal would enable DBC to invest in improving the facility and supporting community access. Management of the facilities would be transferred back to Tring School.</p> <p><u>Value for Money</u> This proposal will ensure that we continue to provide protected community access to the facilities for taxpayers, while also securing DBC's investment through the introduction of a conditional Funding Agreement.</p>
Risk Implications	<p>The transfer of the facilities to the school will reduce the DBC's leisure provision and the control that it has on that asset.</p> <p>However, this will be mitigated by the detailed conditions and terms of the Funding Agreement as well as through the ongoing relationship between Tring School and DBC.</p> <p>Any additional risks would be further managed through careful planning and project management and by ensuring that sufficient resources are allocated to this process.</p>
Community Impact	Community Impact Assessment carried out and it identifies that the investment from DBC will ensure continued access to key leisure facilities.
Health And Safety Implications	None
Monitoring	Monitoring Officer:

<p>Officer/S.151 Officer Comments</p>	<p>No comments to add to the report.</p> <p>S.151 Officer This investment is within the budget previously approved by Council for the improvements at Tring Pool.</p> <p>In order to ensure the required returns from the investment, the new Funding Agreement with Tring School must adequately capture the appropriate guarantees over continued public use of the facility. The Service will need to work closely with Finance throughout the drafting of the Agreement.</p>
<p>Consultees:</p>	<p>The following stakeholders have been consulted:</p> <ul style="list-style-type: none"> • Chief Executive • Council Leader • Portfolio Holder – Residents and Corporate Services • Corporate Director – Finance and Resources • Assistant Director - Finance • Monitoring Officer to the Council • Group Manager – Procurement, Commissioning and Compliance
<p>Background papers:</p>	
<p>Glossary of acronyms and any other abbreviations used in this report:</p>	<ul style="list-style-type: none"> • DBC – Dacorum Borough Council • RLP – Ridgeway Learning Partnership is the name of the multi-academy trust that runs Tring School • ESFA – Education and Skills Funding Agency • ATP – Artificial Turf Pitch is a type of synthetic sports pitch • PBSP – Priority Building Schools Programme is the government funded programme to redevelop school sites • DUA – Dual Use Agreement is the legal agreement that sets out the terms under which the sports facilities on school sites are managed

1. Introduction

- 1.1 Dacorum Borough Council (DBC) is committed to creating a high quality-sporting environment across Dacorum.
- 1.2 On 13 December 2016, Cabinet approved a refurbishment plan that would deliver significant investment to the swimming pool. This would develop the experience for swimmers as well as enabling long-term access to the facility for the community of Tring.
- 1.3 However, it has not been possible to begin work due to the potential impact on the swimming pool, of changes in the Education and Skills Funding Agency (ESFA) plans for the redevelopment of the whole school site.
- 1.4 In August 2017, the ESFA and Tring School presented their final proposal, which included demolishing and replacing the existing sports hall and dry side changing rooms with a new sports hall and activity studio (including changing room).
- 1.5 The following report therefore sets out a proposal to enable delivery of the Council's investment to support these key leisure facilities. In addition, it also sets out the terms of a new relationship with Tring School.

2. Background

The Existing Legal Position

Details of the existing legal position are provided in Part II.

The Priority Building Schools Programme

- 2.1 As part of the Priority Schools Building Programme (PBSP), the EFSA are funding a redevelopment of the whole school site.
- 2.2 Their final plans now include the demolition of the existing sports hall and the dry side changing rooms and the building of a new sports hall and activity studio (including changing room).
- 2.3 Work is expected to begin in late 2018 subject to agreement with DBC.

The Dual Use Agreement

- 2.4 DBC has committed to investing in the swimming pool to improve the experience for the community.
- 2.5 However, the demolition of the existing sports hall and the dry side changing rooms and the building of a new sports hall and activity studio (including changing room) impacts on the existing dual use agreement (DUA) and it requires a new relationship between DBC and Tring School.
- 2.6 DBC has therefore been in discussion with Tring School regarding the future of the site and in particular, ensuring continued community access, investment in the swimming pool and value for money for DBC and Tring School.
- 2.7 Detailed discussions of the various options have been undertaken including exploring the possibility of DBC taking on responsibility for the new sports hall. Tring School are clear that this was not something they would consider.

3. The Proposal

- 3.1 Following a series of discussions between Tring School and DBC, a proposal has been put forward which is designed to achieve a number of key objectives:
- Ensure continued community access to the sports facilities
 - Improve the experience for swimmers by enabling investment in the pool
 - Mitigate the risk of early termination in the existing DUA
 - Ensure value for money for DBC and Tring School
 - Support the EFSA investment which will deliver a new and improved sports hall

The Proposal - Management

- 3.2 DBC and Tring School would jointly agree to terminate the existing DUA without any penalties, to enable significant investment in the facilities.
- 3.3 DBC would agree to the demolition of the existing sports hall and the dry side changing rooms and the building of a new sports hall and activity studio (including changing room). This would create a new community facility with an estimated value of £4 million.
- 3.4 Responsibility for the remaining swimming pool and the ATP would revert to Tring School. This would mean that Tring School is required to operate and manage those facilities and they would take on responsibility for the relevant staff in line with TUPE rules.
- 3.5 Tring School would also be responsible for any future capital improvements works as well as day-to-day asset management. There are no contractual limits to this, with the exception of the conditions applied to the Funding Agreement. At present, the Operator undertakes day-to-day maintenance, while the Council is responsible for capital repair and replacement.
- 3.6 Tring School will protect existing prices and programme times for local clubs for a period of 12 months from 1st April 2018.
- 3.7 Tring School agrees that all existing facilities on the Tring Sports Centre site are made available for “community use” as a minimum, until 2042 (subject to the caveat in respect of the swimming pool and the Funding Agreement).
- 3.8 The new arrangements would be in place from 1 April 2018.

The Proposal – Funding Agreement

- 3.9 DBC would make the one-off investment to refurbish the facility. This is estimated to be £1.1 million in value.
- 3.10 This would cover:
- Renovating the wet-side changing area and light redecoration of the swimming pool
 - Essential mechanical and engineering works
- 3.11 The £1.1 million would be provided through a conditional Funding Agreement, with no further requirements for investment.
- 3.12 If after year 10 of operation, Tring School considers that operating the swimming pool is no longer “financially viable”; they will be entitled to close the pool after giving notice of closure for a minimum period of 2 years.
- 3.13 Tring School would need to provide DBC with evidence of why the facility is not “financially viable” and they would need to work with DBC to consider potential options for keeping the facility open.
- 3.14 If for any reason during the first 15 years of operation, the swimming pool is permanently closed or no longer available for community use, Tring School will repay the Council’s investment (with a sliding scale of payment to reflect time elapsed).
- 3.15 This protects the Council and removes the three-year termination period.

4. Benefits of the Proposal

- 4.1 It enables DBC to invest in the swimming pool and improve the experience for users and clubs.
- 4.2 It ensures continued community access in the long-term in a way that is sustainable.
- 4.3 It enables the development of the new sports hall, which will create a new community facility with an estimated value of £4 million.
- 4.4 It enables the whole sports site to be the responsibility of one party, as opposed to responsibility for the new facility being that of Tring School, while the existing facilities remain with DBC. This will reduce duplication and ensure a smoother experience for users.
- 4.5 The change also allows Tring School more scope for future improvements, which they have indicated is something they are considering.

5. Financial Implications

- 5.1 The removal of Tring School will have an impact on the overall management fee that the Council is due to receive from SLM over the next 10 years.
- 5.2 However, this is largely offset by the reduction in the cost of capital works to refurbish the facility.
- 5.3 This is because Tring School will be looking at the best way to provide an entrance to the whole site and therefore, the Council and Tring School have agreed that work is no longer required to renovate the entrance and reception.
- 5.4 It is also worth noting that Tring School could terminate the existing DUA, which makes the likelihood that the Council would have received the full management fee uncertain.
- 5.5 More details are provided in Part II.

6. The Legal Position

- 6.1 Information on the legal position is provided in Part II.

7. Next Steps

- 7.1 If Cabinet approval is given to this proposal, Officers from the Council and Tring School will work on a draft Funding Agreement.
- 7.2 Due diligence would also need to be undertaken by both parties, including agreement on the scope and terms of the refurbishment work and sign-off of the Funding Agreement in consultation with Section 151 Officer and DBC's Monitoring Officer.

Transfer

- 7.3 A Leisure Transfer Planning Group will be set up and an integration and mobilisation plan will be created in consultation with Tring School.

8. Leisure Operating Contract

- 8.1 If the recommendation is approved, the Leisure Operating Contract will need to be amended to reflect the change in the portfolio.
- 8.2 This can be undertaken via a change management process as outlined in the Leisure Operating Contract.

9. Recommendations

9.1 Cabinet are recommended to:

- Recommendation 1: Approve the proposal to transfer responsibility for Tring Sports Centre to Tring School in line with the conditions and requirements outlined in this report to enable significant investment in Tring leisure facilities.
- Recommendation 2: Recommendation 1 is conditional on the successful completion of due diligence and following formal approval from Tring School.
- Recommendation 3: That approval be given to DBC to mutually agree to terminate the existing Dual Use Agreement and enter into a new Funding Agreement to reflect the terms as set out in this report. This will be undertaken in consultation with the Section 151. Officer and the Monitoring Officer.

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted