



Public Document Pack Housing and Community Overview and Scrutiny Agenda

Scrutiny making a positive difference: Member led and independent, Overview & Scrutiny Committee promote service improvements, influence policy development & hold Executive to account for the benefit of the Community of Dacorum

Tuesday 5 February 2019 at 7.30 pm

DBC Council Chamber - 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 Adeleke
Councillor Armytage
Councillor Banks
Councillor Mrs Bassadone
Councillor Conway
Councillor England
Councillor P Hearn

Councillor Fethney
Councillor Imarni (Vice-Chairman)
Councillor Mahmood (Chairman)
Councillor Mills
Councillor Pringle
Councillor W Wyatt-Lowe

Substitute Members:

Councillors Howard, Clark, Ransley, Tindall, Link and McLean

For further information, please contact Corporate and Democratic Support on 01442 228209

AGENDA

1. MINUTES (Pages 3 - 6)

To confirm the minutes from the previous meeting

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 or ask questions in accordance with the rules as to public participation

5. CONSIDERATION OF ANY MATTER REFERRED TO THE COMMITTEE IN RELATION TO CALL-IN

6. BUDGET PREPARATIONS 2019/20 (Pages 7 - 82)

7. WORK PROGRAMME (Pages 83 - 84)

MINUTES

HOUSING AND COMMUNITY OVERVIEW AND SCRUTINY COMMITTEE

WEDNESDAY 2019

Present:

Councillors:

Armytage	Hearn
Adeleke	Imarni (Vice-Chairman)
Conway	Mahmood (Chairman)
England	Pringle

Portfolio Holders – Councillor Griffiths (Housing)

Officers:

Lin Hunt	Private Rented Sector Lead Officer
Fiona Williamson	Assistant Director (Housing)
Natasha Beresford	Strategic Housing Group Manager
Kayley Johnston	Member Support Officer (Minutes)

The meeting began at: 7:30pm.

OS/001/19 MINUTES

The minutes of the Housing and Community OSC meeting on 4th December 2018 were agreed by Members and signed by the Chair.

OS/002/19 APOLOGIES FOR ABSENCE

Apologies received from Banks, Bassadone, Fethney, Mills and W Wyatt-Lowe

OS/003/19 DECLARATIONS OF INTEREST

There was no declaration of interest.

OS/004/19 PUBLIC PARTICIPATION

There was no public participation.

OS/005/19 CONSIDERATION OF ANY MATTER REFERRED TO THE COMMITTEE IN RELATION TO CALL IN

None.

The Chairman asked F Williamson to give a verbal update on the Osborne and Sun Realm contract from the report that was presented at November's OSC.

F Williamson explained that it was agreed on 11 Jan 2019 after a meeting to defer the further years contract and explained that they still had the 4 years extension but just hadn't bagged the 5 year as of yet, which was due to lack of evidence in two areas.

Cllr Adeleke asked if they had provided reasons for the failed accounts. He also referred to the reviewing of the contract and asked if they have interim discussions on it or if it's just reviewed after the 4 years.

F Williamson said it's not that they have failed it's due to lack of evidence supporting their figures. As they, both use different reporting systems it does not come over correctly so to protect the Council's safety they have deferred it until evidence can be provided. It is a suspended decision until they can show us quality of information.

OS/006/19 HMO PRIVATE SECTOR HOUSING FEES

N Brathwaite introduced the report explaining that it's to set out a proposed revision of licence fees payable by landlords of Houses in Multiple Occupation in order to meet the statutory requirements of fee setting. The aim of the report is for members to provide feedback on the fees schedule for the licensing of Houses in Multiple Occupation and associated activities, as set out in the report and Appendices.

Cllr Pringle asked if the initial assessment fails how is it down to the council to manage it.

N Beresford said that if people fail to comply with the HMO then we look at the safety of the residents and take on any works that need to be done to bring the property up to standards. We will then re charge the property owner, serve improvement notices, or even give civil penalties. Any income gained can only be re invested in the private sector housing.

Cllr Armytage referred to page 13, could you please explain.

N Beresford said they liaise corporately and they drill down on funds to do that survey. We need to identify what we need from the private sector housing and the key pieces of work for this year.

Cllr Hearn referred to page 10, recommendations for the Team Leader, when would it be suitable for it to be filled.

N Beresford said asap, on 4th Feb the figures will be included in the budget report if this is agreed it will then go to Full Council for Councillor approval.

Cllr Hearn asked if the group could support this as the post is needed for them to successfully do their jobs.

Cllr Griffiths added to that stating that she did mention about a post in the last budget report and this was the post she was referring too.

Cllr Conway asked if it was a monitored process or if they wait for a complaint.

N Beresford said that previously that was the case we would not know unless people complained, as they had no records. The process in the last 12 months is to review it at year 2 and then again at year 4.

Cllr Pringle asked if the information was or could be shared with other Councils to see if people were abusing the systems or if they were repeat offenders.

N Beresford said yes there is and we do have a system in place that shares data. Unfortunately, the system is fairly new and under used and there isn't much on the data base but this does inform other councils of rogue landlords. There is also a group that benchmark it.

Cllr Mahmood asked if it was correct that it was licensable for 5 or more in 1 house hold and how do we monitor it.

N Beresford said yes so for 4 people there is no fee but its monitored and we support landlords to get accreditation and engage with high street agents and target new areas. There is a lot more work going on this year and there are also 120 homes in Dacorum that have been empty in the last 2 years that also need targeting and brought up to standards so we are also working with those agents.

Cllr Mahmood asked if there is room for a landlords forum every 6 months.

N Beresford said yes we do currently have landlords forum meetings in conjunction with St Albans.

Cllr Adeleke left at 8:20pm

Cllr Mahmood asked if the fees set out in the report could be renewed.

N Beresford said yes they can, she also believes it's an under estimate and that they needed to put something in place asap that was lawful. There is further scope in the future; this is just the bare basic.

Cllr Mahmood said that he felt the first two figures were fine but the last one could be raised.

Cllr Imarni asked if landlords were aware of the penalties.

N Beresford said yes landlords are aware we keep the website upto date and put mail in local shops and on social media etc they have already notified people and when they work with more agencies and more people they will be able to get the word out.

The report was noted.

OS/007/19 EXCLUSION OF THE PUBLIC

Agreed

OS/008/19 APPENDIX A – WORK PROGRAMME 2017/2018

The meeting closed at 8:30pm



AGENDA ITEM:

SUMMARY

Report for:	Joint Overview & Scrutiny Committee
Date of meeting:	5th February 2019
PART:	1
If Part II, reason:	

Title of report:	BUDGET PREPARATION 2019/20
Contact:	Cllr Graeme Elliot, Portfolio Holder for Finance & Resources James Deane, Corporate Director (Finance & Operations) Nigel Howcutt, Assistant Director (Finance & Resources)
Purpose of report:	To provide Members with an overview of the draft budget for 2019/20 and provide the opportunity to scrutinise and provide feedback.
Recommendation	That Scrutiny Committees review and scrutinise the draft budget proposals, fees, and charges for 2019/20 and provide feedback, to be considered by Cabinet, for each Committee's specific area of responsibility.
Corporate Objectives:	Setting a balanced budget to support the Council's corporate objectives.
Implications:	The financial and value for money implications are set out in the body of the report.
Risk Implications	The Council is required to set a balanced budget and scrutiny of the overall budget proposals will assist in the challenge process required.
Equalities Implications	Equality Impact Assessments are carried out in service areas when preparing individual budgets.
Health And Safety Implications	None.
Consultees:	Overview & Scrutiny Committees; Budget Review Group; Portfolio Holders; Chief Officer Group; Corporate Management Team; Group Managers.

Background Papers:	Budget Preparation 2019/20 – presented to Joint Overview and Scrutiny Committee 4 December 2018 Medium Term Financial Strategy 2018/19 – 2022/23
Key Terms, Definitions & Acronyms	GF – General Fund HRA – Housing Revenue Account MHCLG – Ministry of Housing, Communities & Local Government MTFS – Medium Term Financial Strategy OSC – Overview and Scrutiny Committee RSG – Revenue Support Grant

Introduction

1. The purpose of this report is to present for scrutiny and review the final draft budget proposals for 2019/20. Members are asked in particular to review those changes since the proposals presented to Joint OSC in December 2018, which are highlighted from paragraph 4 onwards.
2. With the exception of the Finance & Resources Committee, which scrutinises all budgets, individual Scrutiny Committees should focus only on those appendices and that portion of the Capital Programme that relates directly to their remit.
3. The following appendices are attached:

Corporate view

- Appendix A – General Fund Budget Summary 2019/20
- Appendix Bi – Budget Change Analysis 2018/19 – 2019/20
- Appendix Bii – Summary by Committee

Finance & Resources

- Appendix Ci – Finance & Resources Budgets Summary 2019/20
- Appendix Cii – Finance & Resources Budgets Detail 2019/20
- Appendix Ciii – Finance & Resources Fees and Charges 2019/20

Housing & Community

- Appendix Di – Housing and Community Budgets Summary 2019/20
- Appendix Dii – Housing and Community GF Budgets Detail 2019/20
- Appendix Diii – Housing and Community Fees and Charges 2019/20

Strategic Planning & Environment

- Appendix Ei – Strategic Planning & Environment Budgets Summary 2019/20
- Appendix Eii – Strategic Planning & Environment Budgets Detail 2019/20
- Appendix Eiii – Strategic Planning & Environment Fees and Charges 2019/20

Housing Revenue Account

- Appendix F – Housing Revenue Account Budget 2019/20
- Appendix G – Housing Revenue Account Movements 2018/19 – 2019/20

Capital Programme

- Appendix H – Capital Programme: Summary of new and amended projects
- Appendix I – Capital Programme 2018/19 - 2023/24, by OSC.

Reserves

- Appendix J – Statement of Earmarked Reserves

Changes to the 2019/20 budget proposals since December OSC meeting.

4. Changes to the draft budgets since the meeting of Joint OSC on 4 December 2018 are summarised in the table, below, with more detail provided in subsequent paragraphs.

Position at Joint OSC, December 2018: Net use of General Fund Reserves		-60
Changes announced in Local Government Finance Settlement		
New Homes Bonus - confirmation of increased allocation	-322	
Benefits Administration Subsidy Grant	-20	
Additional Council Tax flexibility and 2018/19 surplus	-119	
Successful Hertfordshire bid for 75% Retained Business Rates Pilot Area	-500	
Amended Savings target after Settlement changes		-1,021
Additional pressures since December OSC		
Adjustment to Berkhamsted Multi-storey car park projected income	53	
Planning staffing costs	30	
Food waste collection from flats (ongoing cost of implementation)	66	
Food waste collection from flats (one-off implementation costs funded from reserves)	61	
Reduction in market contract income	40	
Other minor changes	13	
Additional net contribution to earmarked reserves – See Para 21 for details.	902	
Total new pressure		1,165
Amended savings target after additional pressures		144
Additional income/ reduction in expenditure since December OSC		
Car parks reduction in business rates	-53	
Community Infrastructure Levy administration fee	-20	
Recharge to the HRA (primarily increased depreciation)	-71	
Total favourable adjustments		-144
Revised net use of General Fund Reserves		0

5. In order to assist Members, these changes have been separated into OSC area, and more detail provided in the following paragraphs.

Finance and Resources

6. £1.021M additional income due to announcements in the Local Government Finance Settlement in December 2018.
- £322k New Homes Bonus – this increase was due to the delivery of new homes within the borough over the 12 months to November 2018 exceeding the amount forecast.
 - £20k Benefits Administration Subsidy Grant – in recognition of the increased workload for the Benefits Service following the protracted rollout of the Universal Credit scheme.
 - £500k Hertfordshire Business Rates Pilot Scheme – based on current projections, the success of the county-wide bid is expected to result in an

additional £12m of funding available across the county over the next 12 months, with Dacorum set to benefit by c£1m. These figures will depend on the final Business Rates figure collected within 2019/20, so individual council benefits are expected to be received equally over a two-year period.

- £119k Council Tax income – The December budget proposals assumed a cap of £5 increase on a Band D. However, Government confirmed in the Settlement that district councils would be permitted to increase Council Tax by the higher of £5 or 2.99%. The budget has been amended to reflect an increase of 2.99%, which generates an additional £40k in 2019/20. A further £79k of Council Tax income is recognised due to the 2018/19 forecast surplus, formally approved by Cabinet in December.
7. £53k Berkhamsted Multi-Storey Car Park pressure - arising from the revised opening date of the car park, now likely to be in late 2019, resulting in reduced income generated within 2019/20.
 8. £53k Business Rates favourable - due to final business rates liability on DBC owned car parks being lower than anticipated at the time of Government's 2017 Business Rates revaluation exercise.
 9. £71k Recharge to HRA favourable – the HRA recharge is calculated based on a model that allocates costs to the HRA based on its usage of council assets and staff. The final recharge model saw an increase of £71k (1.7%) primarily due to increased allocation of asset depreciation following the most recent valuations.

Strategic Planning and Environment

10. £30k Planning Registry Officer pressure – this reflects the establishment of an additional post in the Planning service arising from an increased workload in planning registry.
11. £127k Flats Food Waste Collection Service pressure - Following a successful pilot on food waste collection from flats, it is proposed that the service will be rolled out to all flats in 2019/20. This will result in additional ongoing costs of £66k per annum, and £61k of one-off implementation costs, which should be funded from the Management of Change Reserve.
12. £20k Community Infrastructure Levy income – expected continuation of current year income trends supports an increase in budget of the Council's share of CIL fees.

Housing and Community

13. £40k Market Income pressure – Recent re-letting of the Hemel Hempstead market contract with a focus on growth has led to a one-year agreement that will reduce the income the Council receives by £40k in 2019/20.

Housing Revenue Account

14. The draft HRA Budget for 2019/20 is attached at Appendix F, with explanations of major movements between the Original Budget 2018/19 and Draft Budget 2019/20 shown in Appendix G. This includes changes from December 2018 Joint OSC budget proposals.

15. Notable changes incorporated into HRA budgets since December 2018 Joint OSC proposals include

- £150k increase in depreciation costs resulting from recent asset revaluation exercises (see also paragraph 9, relating to a similar increase in General Fund assets that increased the HRA recharge);
- £386k increase in Supervision and Management costs primarily arising from £185k inflationary pressure, £71k recharge, and £95k in-year growth within the Housing Development Team;
- £486k reduction in Revenue Contribution to Capital – the net reduction in revenue position, arising primarily from the two previous issues, will lead to a lower surplus being available to contribute to capital projects.

Capital Programme

16. The draft Capital Programme is set out at Appendix I.

17. New bids incorporated into the capital programme since December 2018 Joint OSC proposals are:

- £90k Improvement works to Cupid Green welfare facilities
- £111k Food Waste Collection to flats – £75k to provide an additional specialist vehicle for the collection of the food waste from flats, and an additional £36k for wheeled bins and caddies.

Reserves

18. The proposed movements in General Fund reserves are set out in Appendix J. The reserve movements proposed since the December OSC of £902k are detailed in Table 2 below for inclusion within the 2019/20 budget.

- Management of Change Reserve - A draw down of £61k relating to the one-off implementation costs for the collection of food waste from flats (See para 14)
- Invest to Save Reserve – A contribution of £170k to fund the set-up costs of future initiatives that will generate revenue savings. There is likely to be an increased use of this reserve following the implementation of the Fair Funding Review, expected from April 2020.
- Dacorum Development Reserve – contribution of £2.679m derived from New Homes Bonus funding of £2.179m (offset by a reduction of £1.882m of forecast NHB which has previously been contributed to capital reserves), and additional funding from the Business Rates pilot of £500k.

Annexe A
Explanation of expenditure categories used in appendices
Budget Categories Glossary

Employees

This group includes the cost of employee expenses, both direct and indirect, for example:

- Salaries
- Employer's National Insurance and pension contributions
- Agency staff
- Employee allowances (not including travel and subsistence)
- Training
- Advertising
- Severance payments

Premises

This group includes expenses directly related to the running of premises and land:

- Repairs, alterations and maintenance
- Energy costs
- Rent
- Business Rates
- Water
- Fixture and fittings
- Premises insurance
- Cleaning and domestic supplies
- Grounds maintenance

Transport

This group includes all costs associated with the hire or use of transport, including travel allowances:

- Repair and maintenance of vehicles
- Vehicle licensing
- Fuel
- Vehicle hire
- Vehicle insurance
- Employee mileage

Third Party Payments

Third party payments are contracts with external providers for the provision of a specific service. Examples for the Council include the Call Centre, Payroll Services, and Parking Enforcement.

Supplies & Services

This group includes all direct supplies and service expenses to the authority:

- Equipment, furniture and materials
- Catering/Vending
- Clothing and uniforms
- Printing, stationery and general office expenses
- External services (consultancy, professional advisors)
- Communications and computing (eg software maintenance, telephones and postage)
- Members allowances
- Conferences and seminars
- Grants and subscriptions

Capital Charges

These statutory accounting adjustments reflect a notional charge to the service for the use of a Councils asset. An example is Cupid Depot, for which a charge is made to Waste Services, for as long as the service uses the asset. These charges are reversed out centrally and do not impact on Council Tax.

Transfer Payments

This includes the cost of payments to individuals for which no goods or services are received. For the Council this only relates to Housing Benefit payments.

Income

This group includes all income received by the service from external users or by way of charges:

- Rental income
- Sales of goods or services (eg the sale of recyclables and waste sacks)
- Fees and charges (eg Planning, Parking and Burials)

Grants and Contributions

This group includes all income received by the service from external bodies:

- Specific Government grants
- Income for jointly run projects/services
- Reimbursement of costs (eg recovery of legal costs)
- Other contributions (eg recycling credits from Herts County Council)

Recharges

This statutory accounting adjustment charges out the back office functions (such as Finance and Legal) to the front line services. These adjustments are based on timesheet information provided by Group Managers and are subject to changes each year. The recharges overall will come back to zero, with the only impact on Council Tax being the overall charge to the Housing Revenue Account, as shown in Appendix A.

DRAFT GENERAL FUND BUDGET SUMMARY 2019/20

	Original 2018/19	Growth / (Savings)	Estimate 2019/20 1st OSC 4.12.18	Growth / (Savings)	Estimate 2019/20 2nd OSC 5.12.19
	£000	£000	£000	£000	£000
Service Expenditure & Income					
Employees	23,242	1,239	24,481	144	24,625
Premises	4,456	12	4,468	(20)	4,448
Transport	1,430	(11)	1,419	10	1,429
Supplies & Services	7,070	262	7,332	16	7,348
Third-Parties	609	147	756	0	756
Transfer Payments	47,199	0	47,199	0	47,199
Capital Charges & Bad Debts	4,491	0	4,491	426	4,917
Income	(16,611)	(1,227)	(17,838)	60	(17,778)
Grants and Contributions	(51,235)	(262)	(51,497)	(40)	(51,537)
Recharge to HRA	(4,114)	(28)	(4,142)	(71)	(4,213)
Net Cost Of Services	16,537	132	16,669	525	17,194
Less:					
Interest Receipts	(158)	(30)	(188)	0	(188)
Interest Payments & MRP	970	0	970	0	970
Reversal of Capital Charges	(4,344)	(32)	(4,376)	(426)	(4,802)
Revenue Contributions to Capital	2,111	(229)	1,882	(1,882)	0
Net movement to/(from) Earmarked Reserves	1,028	652	1,680	2,784	4,464
Budget Requirement General Fund	16,144	493	16,637	1,001	17,638
Parish Precepts	764	42	806	0	806
Budget Requirement Including Parishes	16,908	535	17,443	1,001	18,444
Funded by:					
Revenue Support Grant/Tariff	0	0	0	0	0
Business Rates Retained	(2,960)	(389)	(3,349)	(500)	(3,849)
New Homes Bonus/Government Grants	(2,086)	229	(1,857)	(322)	(2,179)
Other Government Grants	0	0	0	0	0
Council Tax (Surplus)/Deficit	0	0	0	(79)	(79)
Business Rates (Surplus)/Deficit	0	0	0	0	0
Net Expenditure before Council Tax	11,862	375	12,237	100	12,337
Demand on the Collection Fund	(11,867)	(430)	(12,297)	(40)	(12,337)
Net Change in General Fund Balance	(5)	(55)	(60)	60	0
General Fund Balance B/Fwd	(2,502)		(2,509)		(2,509)
In year use	(7)		(60)		0
General Fund Balance C/Fwd	(2,509)		(2,569)		(2,509)

GENERAL FUND BUDGET CHANGE ANALYSIS 2019/20		
EMPLOYEE EXPENDITURE		
2018/19 Employee Budget		23,242
<u>Inflation</u>		
Pay award of 2% per annum (estimate)		414
Additional effect of new LGS paycales (estimate)		43
Increments		168
Sub total - Inflation		625
<u>Growth items</u>		
Group Manager Legal and Corporate Services	Mark Brookes	77
Electoral Registration Officer	Mark Brookes	24
Planning Establishment	Sara Whelan	30
Waste Services - new round for food waste collection from flats	Craig Thorpe	56
Other growth items under £15k		36
Sub total - Growth items		223
<u>Removal of 2018/19 one-off items (reserve / grant funded)</u>		
Cycle Hub set up costs	Matthew Rawdon	(20)
Flats Recycling project fixed term posts	Craig Thorpe	(81)
Water Gardens	Chris Taylor	(21)
Ambassadors Programme	Chris Taylor	(43)
Sub total - Removal of 2018/19 one-off items		(165)
<u>2019/20 one-off items (reserve / grant funded)</u>		
Borough Elections employees costs	Mark Brookes	90
Innovation and Improvement Intern - one year fixed term post	Ben Trueman	13
Local Development Framework fixed term posts	Chris Taylor	146
Apprenticeship and graduate trainee programme	Matthew Rawdon	185
Short term growth required in Building Control	Sara Whelan	60
Waste Services - food waste project team	Craig Thorpe	55
Sub total - 2019/20 one-off items		549
<u>Efficiency savings</u>		
Clean, Safe & Green review	Craig Thorpe	(100)
Legal and Corporate Services restructure	Mark Brookes	(29)
ICT team review	Ben Trueman	(27)
Environmental Management function review	Nigel Howcutt	(45)
Customer Services operational review	Matthew Rawdon	(10)
Other items under £15k		(14)
Sub total - Efficiency savings		(225)
<u>Other</u>		
Financial services restructure - increased recharge to HRA		21
CCTV increased recharge to HRA		14
Increased use of Flexible Homelessness Support grant funding		130
Internal movement of budget (no growth or efficiencies to services)		211
Sub total - Other		376
Total change year on year		1,383
2019/20 Employee Budget		24,625

GENERAL FUND BUDGET CHANGE ANALYSIS 2019/20 PREMISES EXPENDITURE	
2018/19 Premises Budget	4,456
<u>Inflation</u>	
General inflation	96
Sub total - Inflation	96
<u>Growth items</u>	
Car Parks Business Rates	40
Sub total - Growth items	40
<u>Efficiency savings</u>	
Car Parks reduction in Business Rates	(53)
Sub total - Efficiency savings	(53)
<u>Removal of 2018/19 one-off items (reserve / grant funded)</u>	
Temporary Accommodation (Leys Road) improvements	Natasha Beresford
Sub total - Removal of 2018/19 one-off items	(50)
<u>2019/20 one-off items (reserve / grant funded)</u>	
Borough Elections premises costs	Mark Brookes
Sub total - 2019/20 one-off items	30
<u>Other</u>	
Internal movement of budget (no growth or efficiencies to services)	(83)
CCTV increased recharge to HRA	12
Sub total - Other	(71)
Total change year on year	(8)
2019/20 Premises Budget	4,448
GENERAL FUND BUDGET CHANGE ANALYSIS 2019/20 TRANSPORT EXPENDITURE	
2018/19 Transport Budget	1,430
<u>Inflation</u>	
General inflation	59
Sub total - Inflation	59
<u>Growth items</u>	
Waste Services - new round for food waste collection from flats	Craig Thorpe
Sub total - Growth items	10
<u>Efficiency savings</u>	
Environmental Services fuel efficiencies	Craig Thorpe
Sub total - Efficiency savings	(81)
<u>Other</u>	
Internal movement of budget (no growth or efficiencies to services)	11
Sub total - Other	11
Total change year on year	(70)
2019/20 Transport Budget	1,429

GENERAL FUND BUDGET CHANGE ANALYSIS 2019/20 SUPPLIES & SERVICES EXPENDITURE		
2018/19 Supplies & Services Budget		7,070
<u>Inflation</u>		
Inflation on contracted services		72
Sub total - Inflation		72
<u>Growth items</u>		
Co-mingled waste disposal costs	Craig Thorpe	450
ICT licences - Enterprise Licence agreements and CRM	Ben Trueman	80
Forum room booking system	Ben Trueman	20
Members' Allowances	Mark Brookes	17
Sub total - Growth items		567
<u>Removal of 2018/19 one-off items (reserve / grant funded)</u>		
Leisure contract one-off year one costs	Matthew Rawdon	(375)
Get Set Go (final year of project)	Matthew Rawdon	(25)
Ambassadors Programme	Chris Taylor	(25)
Homelessness Prevention fund	Natasha Beresford	(51)
Cycle Hub set up costs	Matthew Rawdon	(20)
Sub total - Removal of 2018/19 one-off items		(496)
<u>2019/20 one-off items (reserve / grant funded)</u>		
Housing Conditions Survey	Natasha Beresford	50
Controlled Parking Zones	Ben Hosier	56
Parking Access and Movement project costs	Chris Taylor	25
Waste Services - one-off costs for food waste collection from flats	Craig Thorpe	6
Sub total - 2019/20 one-off items		137
<u>Efficiency savings</u>		
Central Admin postage	Mark Brookes	(20)
Tourism contract	Chris Taylor	(20)
Cupid Green waste transfer site disposal costs	Craig Thorpe	(40)
Community grants budget reduction	Matthew Rawdon	(10)
Community grants budget reinstatement	Matthew Rawdon	10
Planning Software maintenance	Sara Whelan	(10)
Other items under £15k		(28)
Sub total - Efficiency savings		(118)
<u>Other</u>		
Internal movement of budget (no growth or efficiencies to services)		116
Sub total - Other		116
Total change year on year		278
2019/20 Supplies & Services Budget		7,348

GENERAL FUND BUDGET CHANGE ANALYSIS 2019/20 THIRD-PARTY PAYMENTS	
2018/19 Third Party Payments Budget	609
<u>Inflation</u>	
General inflation	16
Sub total - Inflation	16
<u>Growth items</u>	
Facilities Management	Ben Hosier 75
Sub total - Growth items	75
<u>Efficiency savings</u>	
HR systems review	Matthew Rawdon (10)
Sub total - Growth items	(10)
<u>Other</u>	
Internal movement of budget (no growth or efficiencies to services)	66
Sub total - Other	66
Total change year on year	147
2019/20 Third Party Payments Budget	756
GENERAL FUND BUDGET CHANGE ANALYSIS 2019/20 TRANSFER PAYMENTS	
2018/19 Transfer Payments Budget	47,199
Total change year on year	0
2019/20 Transfer Payments Budget	47,199

GENERAL FUND BUDGET CHANGE ANALYSIS 2019/20 INCOME		
2018/19 Income Budget		(16,611)
<u>Inflation</u>		
General inflation		(192)
Sub total - Inflation		(192)
<u>Removal of 2018/19 one-off items (reserve / grant funded)</u>		
Ambassadors Programme	Chris Taylor	30
Sub total - Removal of 2018/19 one-off items		30
<u>Growth items</u>		
Forum service charges	Ben Hosier	40
Market Contract	Chris Taylor	40
Sub total - Growth items		80
<u>Increased income</u>		
The Forum tenancy	Ben Hosier	(261)
Temporary Accommodation new build sites	Natasha Beresford	(32)
Berkhamsted Multi-storey car park	Ben Hosier	(126)
Berkhamsted Multi-storey car park - adjustment due to timing	Ben Hosier	53
Investment Property income	Richard Rice	(170)
Planning Fees (volume related)	Sara Whelan	(50)
Temporary Accommodation	Natasha Beresford	(150)
Private Sector Housing licensing of HMOs	Natasha Beresford	(30)
Kylna Business Centre	Chris Taylor	(10)
Commercial waste recycling	Craig Thorpe	(25)
Other items under £10k		(19)
Sub total - Efficiency savings		(820)
<u>Other</u>		
Internal movement of budget (no growth or efficiencies to services)		(265)
Sub total - Other		(265)
Total change year on year		(1,167)
2019/20 Income Budget		(17,778)

GENERAL FUND BUDGET CHANGE ANALYSIS 2019/20 GRANTS, REIMBURSEMENTS AND CONTRIBUTIONS		
2018/19 Grants, Reimbursements and Contributions Budget		(51,235)
<u>Inflation</u>		
General inflation		(17)
Sub total - Inflation		(17)
<u>Growth items</u>		
Reduction to Benefits Administration Subsidy grant	Chris Baker	60
Amendment to Benefits Administration Subsidy grant	Chris Baker	(20)
Sub total - Growth items		60
<u>Removal of 2018/19 one-off items (reserve / grant funded)</u>		
Water Gardens grant income	Chris Taylor	35
Sub total - Removal of 2018/19 one-off items		35
<u>Increased income</u>		
Leisure contract	Ben Hosier	(121)
Legal fees	Mark Brookes	(20)
Gadebridge Splash Park kiosk concession	Craig Thorpe	(12)
Community Infrastructure Levy administration fee	Chris Taylor	(20)
Sub total - Increased income		(173)
<u>Other</u>		
Flexible Homelessness Support grant increased use of funding		(130)
Internal movement of budget (no growth or efficiencies to services)		(57)
Sub total - Other		(187)
Total change year on year		(302)
2019/20 Grants, Reimbursements and Contributions Budget		(51,537)
GENERAL FUND BUDGET CHANGE ANALYSIS 2019/20 RECHARGE TO THE HRA		
2018/19 Recharge to the HRA		(4,114)
<u>Other</u>		
Financial Services restructure - increased recharge to HRA		(21)
Increased CCTV recharges (CCTV monitoring at flats)		(25)
Decreased recharge to the HRA from Support Services recharges		18
Increased recharge to the HRA from increased depreciation charges (The Forum, ICT equipment)		(71)
Sub total - Other		(99)
Total change year on year		(99)
2019/20 Recharge to the HRA		(4,213)

OVERVIEW AND SCRUTINY COMMITTEE GENERAL FUND BUDGETS 2019/20				
	Finance & Resources 2019/20 (£)	Housing & Community 2019/20 (£)	Planning & Environment 2019/20 (£)	Total (£)
Employees	10,563	3,965	10,097	24,625
Premises	2,620	886	942	4,448
Transport	225	18	1,187	1,429
Supplies & Services	3,834	1,280	2,233	7,348
Third-Parties	672		84	756
Capital Charges	2,131	1,083	1,704	4,917
Transfer Payments	47,144	55	0	47,199
Income	(8,754)	(4,909)	(4,115)	(17,778)
Grants and Contributions	(48,599)	(692)	(1,896)	(51,187)
Other Income (Housing Benefit Overpayments)	(350)			(350)
Recharges	(5,995)	(50)	1,832	(4,213)
Net Expenditure by Committee	3,490	1,635	12,069	17,194

FINANCE & RESOURCES COMMITTEE GENERAL FUND BUDGETS 2019/20					
	Original 2018/2019 £	Forecast 2018/2019 £	Draft 2019/2020 £	Variance 2018/19 - 2019/20 £ %	
Finance & Resources					
Employees	10,016,590	10,126,340	10,562,690	546,100	5%
Premises	2,699,230	2,647,840	2,619,912	(79,318)	(3%)
Transport	215,370	228,632	224,610	9,240	4%
Supplies & Services	3,852,707	4,221,739	3,834,200	(18,507)	(0%)
Third-Parties	520,800	721,980	672,250	151,450	29%
Capital Charges	1,946,150	1,946,150	2,130,600	184,450	9%
Transfer Payments	47,144,000	47,144,000	47,144,000	0	0%
Income	(8,112,190)	(8,275,085)	(8,753,860)	(641,670)	(8%)
Grants and Contributions	(48,501,771)	(48,578,560)	(48,599,035)	(97,264)	(0%)
Other Income	(350,000)	(350,000)	(350,000)	0	0%
Recharges	(5,928,306)	(6,083,608)	(5,995,297)	(66,991)	(1%)
Net Expenditure: Finance & Resources	3,502,580	3,749,429	3,490,070	(12,510)	(0%)

FINANCE & RESOURCES COMMITTEE GENERAL FUND BUDGET DETAIL 2019/20

	Original 2018/2019 £	Forecast 2018/2019 £	Draft 2019/2020 £	Variance 2018/19 - 2019/20 £ %	
--	----------------------------	----------------------------	-------------------------	--------------------------------------	--

Finance & Resources

Chief Executive's Unit (Sally Marshall)

Facilitating Change (Sally Marshall)

Supplies & Services	100,000	100,000	100,000	0	0%
Grants and Contributions	0	(17,500)	0	0	
Recharges	(100,000)	(82,500)	(100,000)	0	0%
Net Expenditure: Facilitating Change	0	0	0	0	0%

Management Team and Other Support Overheads (Sally Marshall)

Employees	437,670	454,322	459,590	21,920	5%
Transport	610	610	620	10	2%
Supplies & Services	11,930	11,930	11,940	10	0%
Recharges	(450,210)	(466,862)	(472,150)	(21,940)	(5%)
Net Expenditure: Management Team and Other Support Overheads	0	0	0	0	0%

Net Expenditure: Chief Executive's Unit

0	0	(0)	0	0%
---	---	-----	---	----

Corporate and Contracted Services

Sports Development and Community Recreation (Ben Hosier)

Premises	35,570	35,570	36,390	820	2%
Supplies & Services	388,180	388,180	13,180	(375,000)	(97%)
Capital Charges	848,610	848,610	797,000	(51,610)	(6%)
Income	(7,120)	(6,855)	(7,280)	(160)	(2%)
Grants and Contributions	(8,190)	(8,000)	(128,925)	(120,735)	(1474%)
Recharges	115,783	143,412	170,550	54,766	47%
Net Expenditure: Sports Development and Community Recreation	1,372,833	1,400,917	880,915	(491,919)	(36%)

Car Parking (Ben Hosier)

Employees	81,240	83,808	83,450	2,210	3%
Premises	444,860	398,261	443,060	(1,800)	(0%)
Transport	1,090	500	1,120	30	3%
Supplies & Services	508,257	682,617	763,790	255,533	50%
Third-Parties	24,000	24,000	24,550	550	2%
Capital Charges	43,550	43,550	87,800	44,250	102%
Income	(2,123,120)	(2,284,320)	(2,356,440)	(233,320)	(11%)
Recharges	353,634	365,822	388,558	34,924	10%
Net Expenditure: Car Parking	(666,489)	(685,762)	(564,112)	102,377	15%

FINANCE & RESOURCES COMMITTEE GENERAL FUND BUDGET DETAIL 2019/20

	Original 2018/2019 £	Forecast 2018/2019 £	Draft 2019/2020 £	Variance 2018/19 - 2019/20 £ %	
--	----------------------------	----------------------------	-------------------------	--------------------------------------	--

Property Management and Office Accommodation (Ben Hosier)					
Premises	449,710	295,894	303,780	(145,930)	(32%)
Supplies & Services	15,540	20,100	20,240	4,700	30%
Third-Parties	307,200	522,000	463,740	156,540	51%
Capital Charges	315,000	315,000	471,100	156,100	50%
Income	(240,640)	(106,704)	(388,960)	(148,320)	(62%)
Recharges	(846,809)	(1,046,290)	(869,901)	(23,092)	(3%)
Net Expenditure: Property Management and Office Accommodation	(0)	0	0	0	0%

Procurement Services (Ben Hosier)					
Employees	192,470	201,824	194,770	2,300	1%
Transport	320	320	330	10	3%
Supplies & Services	2,620	4,050	2,640	20	1%
Recharges	(195,410)	(206,194)	(197,740)	(2,330)	(1%)
Net Expenditure: Procurement Services	(0)	0	0	0	0%

Democratic Representation and Management (Mark Brookes)					
Employees	183,930	146,392	223,090	39,160	21%
Transport	4,180	13,209	12,270	8,090	194%
Supplies & Services	453,120	469,848	473,070	19,950	4%
Income	(1,160)	(1,160)	(1,190)	(30)	(3%)
Recharges	883,763	888,074	844,259	(39,504)	(4%)
Net Expenditure: Democratic Representation and Management	1,523,833	1,516,362	1,551,499	27,666	2%

Corporate Management (Mark Brookes)					
Recharges	402,156	467,664	422,066	19,910	5%
Net Expenditure: Corporate Management	402,156	467,664	422,066	19,910	5%

Registration of Electors (Mark Brookes)					
Employees	90,910	105,388	161,270	70,360	77%
Transport	150	150	150	0	0%
Supplies & Services	69,130	69,130	83,310	14,180	21%
Capital Charges	570	570	0	(570)	(100%)
Income	(1,590)	(1,590)	(1,630)	(40)	(3%)
Recharges	60,733	51,510	50,727	(10,006)	(16%)
Net Expenditure: Registration of Electors	219,903	225,158	293,827	73,924	34%

Conducting Elections (Mark Brookes)					
Employees	0	0	90,000	90,000	
Premises	0	0	30,000	30,000	
Recharges	10,852	11,028	6,145	(4,708)	(43%)
Net Expenditure: Conducting Elections	10,852	11,028	126,145	115,293	1062%

FINANCE & RESOURCES COMMITTEE GENERAL FUND BUDGET DETAIL 2019/20

	Original 2018/2019 £	Forecast 2018/2019 £	Draft 2019/2020 £	Variance 2018/19 - 2019/20 £ %	
--	----------------------------	----------------------------	-------------------------	--------------------------------------	--

Local Welfare Assistance Schemes (Mark Brookes)					
Supplies & Services	2,460	0	2,520	60	2%
Recharges	35	35	0	(35)	(100%)
Net Expenditure: Local Welfare Assistance Schemes	2,495	35	2,520	25	1%

Legal Services (Mark Brookes)					
Employees	478,610	447,222	465,230	(13,380)	(3%)
Transport	1,350	1,350	1,380	30	2%
Supplies & Services	52,920	43,310	48,420	(4,500)	(9%)
Capital Charges	13,360	13,360	9,100	(4,260)	(32%)
Income	(5,420)	(23,500)	(15,430)	(10,010)	(185%)
Grants and Contributions	(56,560)	(101,500)	(76,730)	(20,170)	(36%)
Recharges	(484,260)	(380,241)	(431,969)	52,291	11%
Net Expenditure: Legal Services	0	(0)	(0)	0	0%

Central Administration (Mark Brookes)					
Employees	332,390	322,588	300,620	(31,770)	(10%)
Transport	440	440	460	20	5%
Supplies & Services	203,620	183,620	183,220	(20,400)	(10%)
Third-Parties	1,060	1,060	1,080	20	2%
Capital Charges	26,270	26,270	17,100	(9,170)	(35%)
Income	(520)	(520)	(530)	(10)	(2%)
Recharges	(563,259)	(533,457)	(501,949)	61,310	11%
Net Expenditure: Central Administration	0	(0)	0	0	0%

Management Team and Other Support Overheads (Mark Brookes)					
Employees	74,100	53,077	158,950	84,850	115%
Transport	740	740	760	20	3%
Supplies & Services	1,860	1,860	1,870	10	1%
Recharges	(76,700)	(55,677)	(161,580)	(84,880)	(111%)
Net Expenditure: Management Team and Other Support Overheads	0	0	(0)	(0)	0%

Net Expenditure: Corporate and Contracted Services	2,865,585	2,935,404	2,712,859	(152,725)	(5%)
---	------------------	------------------	------------------	------------------	-------------

Finance & Operations Management (James Deane)

Internal Audit (James Deane)					
Third-Parties	101,770	87,140	104,110	2,340	2%
Recharges	(101,770)	(87,140)	(104,110)	(2,340)	(2%)
Net Expenditure: Internal Audit	(0)	0	0	0	0%

FINANCE & RESOURCES COMMITTEE GENERAL FUND BUDGET DETAIL 2019/20

	Original 2018/2019 £	Forecast 2018/2019 £	Draft 2019/2020 £	Variance 2018/19 - 2019/20 £ %	
--	----------------------------	----------------------------	-------------------------	--------------------------------------	--

Management Team and Other Support Overheads (James Deane)					
Employees	337,510	350,313	346,040	8,530	3%
Transport	0	200	0	0	
Supplies & Services	2,810	167,848	2,820	10	0%
Recharges	(340,320)	(518,361)	(348,860)	(8,540)	(3%)
Net Expenditure: Management Team and Other Support Overheads	0	0	(0)	(0)	0%

Net Expenditure: Finance & Operations Management (0) 0 0 0 0%

Finance & Resources (Nigel Howcutt)

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	(23,673,850)	(23,673,850)	(23,673,850)	0	0%
Other Income	(190,000)	(190,000)	(190,000)	0	0%
Net Expenditure: Housing Benefit Payments	(388,850)	(388,850)	(388,850)	0	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	(23,559,990)	(23,559,990)	(23,559,990)	0	0%
Other Income	(160,000)	(160,000)	(160,000)	0	0%
Net Expenditure: Housing benefits: rent rebates to HRA tenants - mandatory payments	4,010	4,010	4,010	0	0%

Housing Benefits (Administration) (Chris Baker)					
Employees	721,140	818,285	775,060	53,920	7%
Transport	2,280	2,280	2,330	50	2%
Supplies & Services	10,180	5,512	10,180	0	0%
Grants and Contributions	(633,531)	(693,515)	(594,450)	39,081	6%
Recharges	928,133	962,506	961,443	33,310	4%
Net Expenditure: Housing Benefits (Administration)	1,028,202	1,095,068	1,154,563	126,361	12%

Local Tax Collection (Chris Baker)					
Employees	479,730	486,314	488,470	8,740	2%
Transport	540	540	550	10	2%
Supplies & Services	124,810	141,477	125,310	500	0%
Capital Charges	6,260	6,260	0	(6,260)	(100%)
Grants and Contributions	(468,000)	(420,000)	(468,000)	0	0%
Recharges	687,281	710,551	711,560	24,279	4%
Net Expenditure: Local Tax Collection	830,621	925,142	857,890	27,269	3%

FINANCE & RESOURCES COMMITTEE GENERAL FUND BUDGET DETAIL 2019/20

	Original 2018/2019 £	Forecast 2018/2019 £	Draft 2019/2020 £	Variance 2018/19 - 2019/20 £ %	
--	----------------------------	----------------------------	-------------------------	--------------------------------------	--

Local Tax Collection and Benefits Support Team (Chris Baker)					
Employees	353,830	339,009	337,050	(16,780)	(5%)
Transport	5,780	5,780	5,910	130	2%
Supplies & Services	140,670	143,576	143,230	2,560	2%
Grants and Contributions	0	(13,755)	0	0	
Recharges	(500,280)	(474,610)	(486,190)	14,090	3%
Net Expenditure: Local Tax Collection and Benefits Support Team	0	0	0	(0)	0%

Corporate Management - Financial Fees and Services (Fiona Jump)					
Supplies & Services	133,000	115,550	126,000	(7,000)	(5%)
Net Expenditure: Corporate Management - Financial Fees and Services	133,000	115,550	126,000	(7,000)	(5%)

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

Parish Grants (Fiona Jump)					
Supplies & Services	243,900	245,732	241,200	(2,700)	(1%)
Net Expenditure: Parish Grants	243,900	245,732	241,200	(2,700)	(1%)

Financial Services (Fiona Jump)					
Employees	1,016,330	1,109,547	1,087,170	70,840	7%
Transport	1,480	1,480	1,510	30	2%
Supplies & Services	53,480	69,358	53,790	310	1%
Third-Parties	20,480	20,480	20,950	470	2%
Capital Charges	61,900	61,900	83,300	21,400	35%
Grants and Contributions	(49,320)	(39,320)	(43,500)	5,820	12%
Recharges	(1,104,349)	(1,223,444)	(1,203,222)	(98,872)	(9%)
Net Expenditure: Financial Services	0	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	0%

FINANCE & RESOURCES COMMITTEE GENERAL FUND BUDGET DETAIL 2019/20

	Original 2018/2019 £	Forecast 2018/2019 £	Draft 2019/2020 £	Variance 2018/19 - 2019/20 £ %	
--	----------------------------	----------------------------	-------------------------	--------------------------------------	--

Management Team and Other Support Overheads (Nigel Howcutt)					
Employees	362,880	386,206	244,000	(118,880)	(33%)
Premises	0	6,942	0	0	
Transport	540	647	550	10	2%
Supplies & Services	21,150	36,186	23,790	2,640	12%
Capital Charges	6,730	6,730	0	(6,730)	(100%)
Recharges	(391,300)	(436,711)	(268,340)	122,960	31%
Net Expenditure: Management Team and Other Support Overheads	0	(0)	(0)	(0)	0%

Allotments (Richard Rice)					
Premises	12,540	10,279	12,830	290	2%
Supplies & Services	300	0	300	0	0%
Income	(15,260)	(12,691)	(15,610)	(350)	(2%)
Recharges	368	368	377	8	2%
Net Expenditure: Allotments	(2,052)	(2,043)	(2,103)	(52)	(3%)

Community Centres & Public Halls (Richard Rice)					
Employees	134,340	144,356	136,230	1,890	1%
Premises	180,710	212,035	183,130	2,420	1%
Supplies & Services	7,990	10,300	8,000	10	0%
Third-Parties	0	6,750	0	0	
Capital Charges	122,740	122,740	122,900	160	0%
Income	(162,400)	(171,867)	(166,270)	(3,870)	(2%)
Recharges	166,055	181,394	180,379	14,325	9%
Net Expenditure: Community Centres & Public Halls	449,435	505,708	464,369	14,935	3%

Outdoor Sports & Recreation Facilities (Sports Pavilions) (Richard Rice)					
Premises	36,280	65,360	67,260	30,980	85%
Capital Charges	20,890	20,890	21,400	510	2%
Income	(36,600)	(30,000)	(37,480)	(880)	(2%)
Recharges	2,580	2,580	2,640	60	2%
Net Expenditure: Outdoor Sports & Recreation Facilities (Sports Pavilions)	23,150	58,830	53,820	30,670	132%

Cemeteries (Richard Rice)					
Employees	297,410	235,753	304,210	6,800	2%
Premises	86,250	104,007	81,580	(4,670)	(5%)
Transport	11,890	16,885	12,470	580	5%
Supplies & Services	37,870	41,172	37,890	20	0%
Capital Charges	72,180	72,180	81,400	9,220	13%
Income	(440,180)	(422,481)	(450,710)	(10,530)	(2%)
Grants and Contributions	(52,330)	(51,130)	(53,590)	(1,260)	(2%)
Recharges	168,698	100,475	96,104	(72,594)	(43%)
Net Expenditure: Cemeteries	181,788	96,860	109,354	(72,434)	(40%)

FINANCE & RESOURCES COMMITTEE GENERAL FUND BUDGET DETAIL 2019/20

	Original 2018/2019 £	Forecast 2018/2019 £	Draft 2019/2020 £	Variance 2018/19 - 2019/20 £ %	
--	----------------------------	----------------------------	-------------------------	--------------------------------------	--

Public Conveniences (Richard Rice)					
Premises	34,480	43,117	37,420	2,940	9%
Capital Charges	45,640	45,640	38,600	(7,040)	(15%)
Income	(150)	(150)	(150)	0	0%
Recharges	88,612	86,921	92,907	4,295	5%
Net Expenditure: Public Conveniences	168,582	175,528	168,777	195	0%

Property Management and Office Accommodation (Richard Rice)					
Employees	487,770	453,836	539,250	51,480	11%
Premises	0	(819)	0	0	
Transport	4,800	4,931	4,910	110	2%
Supplies & Services	56,670	62,048	76,455	19,785	35%
Income	(10,710)	(13,175)	(10,970)	(260)	(2%)
Recharges	(538,530)	(506,821)	(609,645)	(71,115)	(13%)
Net Expenditure: Property Management and Office Accommodation	0	(0)	0	0	0%

Investment Property (Richard Rice)					
Premises	657,060	715,422	662,692	5,632	1%
Supplies & Services	13,170	16,578	8,670	(4,500)	(34%)
Income	(4,754,360)	(4,887,111)	(4,988,250)	(233,890)	(5%)
Recharges	487,157	564,231	557,890	70,733	15%
Net Expenditure: Investment Property	(3,596,973)	(3,590,880)	(3,758,998)	(162,025)	(5%)

Net Expenditure: Finance & Resources	636,994	802,216	592,210	(44,783)	(7%)
---	----------------	----------------	----------------	-----------------	-------------

Housing & Regeneration Management (Mark Gaynor)

Management Team and Other Support Overheads (Mark Gaynor)					
Employees	238,790	262,509	243,270	4,480	2%
Transport	370	370	380	10	3%
Supplies & Services	3,380	640	3,380	0	0%
Recharges	(242,540)	(263,519)	(247,030)	(4,490)	(2%)
Net Expenditure: Management Team and Other Support Overheads	0	0	0	(0)	0%

Net Expenditure: Housing & Regeneration Management	0	0	0	(0)	0%
---	----------	----------	----------	------------	-----------

FINANCE & RESOURCES COMMITTEE GENERAL FUND BUDGET DETAIL 2019/20

	Original 2018/2019 £	Forecast 2018/2019 £	Draft 2019/2020 £	Variance 2018/19 - 2019/20 £ %	
--	----------------------------	----------------------------	-------------------------	--------------------------------------	--

Neighbourhood Delivery (David Austin)

Management Team and Other Support Overheads (David Austin)

Employees	183,710	244,656	165,460	(18,250)	(10%)
Transport	220	220	230	10	5%
Supplies & Services	1,310	200	1,320	10	1%
Recharges	(185,240)	(245,076)	(167,010)	18,229	10%
Net Expenditure: Management Team and Other Support Overheads	(0)	0	(0)	0	0%

Corporate Health & Safety (Emma Walker)

Employees	105,810	77,037	136,680	30,870	29%
Transport	320	320	330	10	3%
Supplies & Services	53,890	53,890	53,930	40	0%
Recharges	(160,020)	(131,247)	(190,941)	(30,922)	(19%)
Net Expenditure: Corporate Health & Safety	0	(0)	0	0	(150%)

Net Expenditure: Neighbourhood Delivery

	(0)	0	0	0	0%
--	------------	----------	----------	----------	-----------

Performance and Projects (Linda Roberts)

Business Improvement (Ben Trueman)

Employees	170,190	99,066	169,260	(930)	(1%)
Transport	200	200	200	0	0%
Supplies & Services	10,540	10,540	10,780	240	2%
Third-Parties	2,050	2,050	2,100	50	2%
Recharges	(182,980)	(111,856)	(182,340)	640	0%
Net Expenditure: Business Improvement	0	0	0	0	0%

Information and Communication Technology (Ben Trueman)

Employees	845,670	803,844	838,140	(7,530)	(1%)
Transport	1,220	1,220	1,260	40	3%
Supplies & Services	546,150	546,150	642,110	95,960	18%
Capital Charges	307,450	307,450	345,900	38,450	13%
Recharges	(1,700,491)	(1,658,664)	(1,827,408)	(126,917)	(7%)
Net Expenditure: Information and Communication Technology	0	(0)	(0)	0	0%

Management Team and Other Support Overheads (Linda Roberts)

Employees	161,290	169,081	167,060	5,770	4%
Recharges	(161,290)	(169,081)	(167,060)	(5,770)	(4%)
Net Expenditure: Management Team and Other Support Overheads	0	0	0	0	0%

FINANCE & RESOURCES COMMITTEE GENERAL FUND BUDGET DETAIL 2019/20

	Original 2018/2019 £	Forecast 2018/2019 £	Draft 2019/2020 £	Variance 2018/19 - 2019/20 £ %	
Human Resources (Matt Rawdon)					
Employees	464,400	526,458	475,770	11,370	2%
Transport	410	410	420	10	2%
Supplies & Services	108,370	110,970	106,890	(1,480)	(1%)
Third-Parties	64,240	58,500	55,720	(8,520)	(13%)
Recharges	(637,420)	(696,338)	(638,800)	(1,380)	(0%)
Net Expenditure: Human Resources	0	0	(0)	(0)	0%
Apprentice Scheme (Matt Rawdon)					
Employees	0	11,807	185,000	185,000	
Net Expenditure: Apprentice Scheme	0	11,807	185,000	185,000	
Net Expenditure: Performance and Projects	0	11,809	185,003	185,004	0
Planning, Development and Regeneration (James Doe)					
Management Team and Other Support Overheads (James Doe)					
Employees	167,880	178,004	171,010	3,130	2%
Transport	1,110	500	1,140	30	3%
Supplies & Services	5,320	930	5,330	10	0%
Recharges	(174,310)	(179,435)	(177,480)	(3,170)	(2%)
Net Expenditure: Management Team and Other Support Overheads	0	(0)	(0)	(0)	0%
Net Expenditure: Planning, Development and Regener	0	(0)	(0)	(0)	(133%)
Net Expenditure: Finance & Resources	3,502,580	3,749,429	3,490,070	(12,510)	(0%)

FINANCE & RESOURCES COMMITTEE PROPOSED FEES AND CHARGES 2019/20				
	Unit Measurement	2018/19 Charge	2019/20 Proposed Charge	% Change
Revenues				
Summons Costs		56.00	60.00	7.1%
Liability Orders		30.00	30.00	0.0%
Berkhamsted Civic Centre				
Weddings - Full Day	Day	625.00	639.00	2.2%
Extended from 11.30pm to midnight	Half Hour	65.00	66.50	2.3%
Community Use - Day	Hour	22.00	22.50	2.3%
Community Use - Monday to Thursday Evening (after 6pm)	Hour	24.50	25.00	2.0%
Community Use - Friday Evenings & Weekends	Hour	30.00	30.75	2.5%
Commercial Use - Day	Hour	27.00	27.50	1.9%
Commercial Use - Monday to Thursday Evening (after 6pm)	Hour	33.00	33.75	2.3%
Commercial Use - Friday Evenings & Weekends	Hour	39.50	40.50	2.5%
Sale of Goods - Commercial - Evenings (after 6pm)	Evening	260.00	266.00	2.3%
Sale of Goods - Commercial	Day	270.00	276.00	2.2%
Victoria Hall				
Day Fayres - inc. Assembly Room, Victoria Room and main kitchen (9am to 5.30pm)	Day	465.00	475.00	2.2%
Day Fayres - inc. Assembly Room, Victoria Room and main kitchen (9am to 5.30pm) Charity	Day	260.00	265.00	1.9%
Weddings - Full Day	Day	650.00	n/a	0.0%
Refundable Deposit (If required)	Per Hire	n/a	200.00	0.0%
All Events Extra Time 11:30pm - 12.00am.	Half Hour	60.00	62.50	4.2%
Assembly Room - Community Use - Day	Hour	22.00	22.50	2.3%
Assembly Room - Community Use - Evening/Weekends	Hour	24.00	24.50	2.1%
Assembly Room - Commercial Use - Day	Hour	25.00	25.75	3.0%
Assembly Room - Commercial Use - week night Monday to Thursday	Hour	31.00	32.00	3.2%
Assembly Rooms - Commercial Use - Evening/Weekends	Hour	37.00	38.00	2.7%
Everyone Active Bowls and Table Tennis	Session 2.5 hours	33.50	34.50	3.0%
Private Bowls and Table Tennis	Session 2.5 hours	33.50	34.50	3.0%
Kitchen Use - Washing Up	Day	30.00	32.50	8.3%
Kitchen Use - Full Catering	Day	60.00	62.50	4.2%
Victoria Room - Commercial Use - Weekdays to 6pm	Hour	22.40	23.00	2.7%
Victoria Room - Commercial Use - Weekdays after 6pm and Weekends	Hour	25.35	26.00	2.6%
Victoria Room - Community Use - Weekdays to 6pm	Hour	19.50	19.50	0.0%
Victoria Room - Community Use - Weekdays after 6pm and Weekends	Hour	21.00	21.50	2.4%
Albert Room - Community Use - Weekdays to 6pm	Hour	14.00	14.50	3.6%
Albert Room - Community Use - Weekdays after 6pm and Weekends	Hour	16.00	16.50	3.1%
Edward Room - Weekdays	Hour	11.00	12.00	9.1%
Edward Room Office	Hour	7.50	9.00	20.0%
Tring Park School Assembly Room	Hour	19.10	19.10	0.0%
Tring Park School Victoria Room	Hour	16.65	16.65	0.0%
Tring Park School Albert Room	Hour	n/a	10.50	0.0%
Tring U3A Table Tennis	Session 2.5 hours	n/a	34.50	0.0%
Football Season				
Adult - Including Pavilion	13 Games	835.00	854.00	2.3%
Adult - Excluding Pavilion	13 Games	597.00	611.00	2.3%
Junior (aged 11 to 18) - Including Pavilion	13 Games	432.00	442.00	2.3%
Junior (aged 11 to 18) - Excluding Pavilion	13 Games	300.00	307.00	2.3%
Mini (aged 7 to 10) - Including Pavilion	13 Games	265.00	271.00	2.3%
Mini (aged 7 to 10) - Excluding Pavilion	13 Games	183.00	187.00	2.2%
Sports Pitch Hire - Football, Baseball & Rugby				
Adult - Including Pavilion	Match	71.00	72.00	1.4%
Adult - Excluding Pavilion	Match	51.00	52.00	2.0%
Junior (aged 11 to 18) - Including Pavilion	Match	44.00	45.00	2.3%
Junior (aged 11 to 18) - Excluding Pavilion	Match	32.00	32.75	2.3%
Mini (aged 7 to 10) - Including Pavilion	Match	28.00	28.75	2.7%
Mini (aged 7 to 10) - Excluding Pavilion	Match	20.00	20.50	2.5%
Sports Pitch Hire - Cricket				
Adult - Including Pavilion	Match	71.00	72.00	1.4%
Adult - Excluding Pavilion	Match	64.50	66.00	2.3%
Adult - Weekday Evening Match Excluding Pavilion	Match	42.00	43.00	2.4%
Adult - Training (No Marking Required)	Match	32.00	33.00	3.1%
Giant Chess/Draughts				
Adult	Hour per person	2.50	n/a	0.0%
Adult Concessions	Hour per person	1.20	n/a	0.0%
Junior (up to 16) / OAP (60+)	Hour per person	1.50	n/a	0.0%

FINANCE & RESOURCES COMMITTEE PROPOSED FEES AND CHARGES 2019/20				
	Unit Measurement	2018/19 Charge	2019/20 Proposed Charge	% Change
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%
Petanque (Boules)				
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	2.00	n/a	0.0%
Miscellaneous				
Hot Air Balloon Launches	Per Launch	51.50	52.50	1.9%
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	7,270.00	7,438.00	2.3%
Cemeteries				
Exclusive Right of Burial				
Lawn Grave 9ft x 4ft (75 Years)		1,340.00	1,370.00	2.2%
Lawn Grave 9ft x 4ft (99 Years)		1,690.00	n/a	0.0%
Brick Lined Grave (75 Years)		2,670.00	n/a	0.0%
Brick Lined Grave (99 Years)		3,234.00	n/a	0.0%
Wooden Lined Burial Chamber (75 Years)		2,119.00	n/a	0.0%
Wooden Lined Burial Chamber (99 Years)		2,683.00	n/a	0.0%
Child & Babies Section (child from 0 to 12 years)		no charge	no charge	0.0%
Muslim Wooden Lined Grave 2018/19 / Muslim Burial ERB 2019/20		1,844.00	1,570.00	-14.9%
Pre Purchased				
Lawn Grave (75 Years)		2,310.00	2,370.00	2.6%
Lawn Grave (99 Years)		2,780.00	n/a	0.0%
Muslim Wooden Lined Grave		3,050.00	n/a	0.0%
Cremated Remains Exclusive Right of Burial				
Cremated Remains Flat Tablet Memorial (75 Years)		495.00	510.00	3.0%
Cremated Remains Flat Tablet Memorial (99 Years)		610.00	n/a	0.0%
Cremated Remains Desk Memorial (75 Years)		495.00	510.00	3.0%
Cremated Remains Desk Memorial (99 Years)		610.00	n/a	0.0%
Cremated Remains 2'6" upright Memorial (75 Years)		720.00	740.00	2.8%
Cremated Remains 2'6" upright Memorial (99 Years)		835.00	n/a	0.0%
Cremated Remains Family Garden (75 Years)		785.00	800.00	1.9%
Cremated Remains Family Garden (99 Years)		1,015.00	n/a	0.0%
Pre Purchased				
Cremated Remains Flat Tablet Memorial (75 Years)		785.00	800.00	1.9%
Cremated Remains Flat Tablet Memorial (99 Years)		1,015.00	n/a	0.0%
Cremated Remains Desk Memorial (75 Years)		785.00	800.00	1.9%
Cremated Remains Desk Memorial (99 Years)		1,015.00	n/a	0.0%
Cremated Remains 2'6" upright Memorial (75 Years)		1,010.00	1,030.00	2.0%
Cremated Remains 2'6" upright Memorial (99 Years)		1,420.00	n/a	0.0%
Cremated Remains Family Garden (75 Years)		1,250.00	1,280.00	2.4%
Cremated Remains Family Garden (99 Years)		1,825.00	n/a	0.0%
* All fees are pertinent to the grave owner, if non-resident fees are treble.				
Interment Fees				
Lawn Grave (Burial) - Adult		620.00	635.00	2.4%
Lawn Grave (Burial) - Child		no charge	no charge	0.0%
Brick Lined Grave		755.00	n/a	0.0%
Wooden Lined Grave		622.00	n/a	0.0%
Muslim Wooden Lined Grave		622.00	n/a	0.0%
Woodland Burial including Tree		760.00	780.00	2.6%
Child Grave Child & Baby Section		no charge	no charge	0.0%
Cremated Remains Adult		210.00	215.00	2.4%
Cremated Remains - Double Interment - Adult		420.00	430.00	2.4%
Scattering of Remains - Adult or Child		55.00	60.00	9.1%
* All fees are pertinent to the grave owner, if non-resident fees are treble.				

FINANCE & RESOURCES COMMITTEE PROPOSED FEES AND CHARGES 2019/20				
	Unit Measurement	2018/19 Charge	2019/20 Proposed Charge	% Change
Cemeteries				
Additional Fees				
ERB (Deed) Transfer (to another)		68.00	70.00	2.9%
Coffins/Grave Space over 7' x 30"		215.00	n/a	0.0%
Incorrect Coffin Sizes		37.00	n/a	0.0%
Use of Chapel at Tring		86.00	90.00	4.7%
Repurchase expired lease on Right of Burial (75 years)		870.00	890.00	2.3%
Repurchase expired lease on Right of Burial (75 years) Cremation Plot		30.00	30.00	0.0%
Additional Fee for out of hours interment (after 2 Mon - Thurs, after 1 Friday)		290.00	300.00	3.4%
Additional Fee for Saturday interment (Until 12.00)		290.00	300.00	3.4%
Memorial Fees				
Memorial Administration Fees				
Headstone (additional or replacement)		190.00	200.00	5.3%
Child's Headstone		no charge	no charge	0.0%
Tablet or Plaque (additional or replacement)		71.00	75.00	5.6%
Desktop (additional or replacement)		71.00	75.00	5.6%
Vase (additional or replacement)		35.00	40.00	14.3%
Headstone (each inscription after the first, inc. memorial test fees)		130.00	135.00	3.8%
Desktops, Tablets and Plaques (each inscription after the first)		47.00	50.00	6.4%
Vase (each inscription after the first)		25.00	30.00	20.0%
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)		1,160.00	n/a	0.0%
Stamford Bench and Installation (inc. 10 year lease) - Dark Wood		1,270.00	1,300.00	2.4%
Granite Buxton Seat (inc. 10 year lease)		1,000.00	1,025.00	2.5%
Memorial Seat Extend Lease (additional 5 years)		n/a	120.00	0.0%
Granite Seat Plaque (inc. 5 year lease)		280.00	290.00	3.6%
Granite Seat Plaque Renewal (5 years)		165.00	170.00	3.0%
Rose Garden Memorial (10 years)		430.00	440.00	2.3%
Rose Garden Memorial Renewal (5 years)		324.00	330.00	1.9%
Shrub with Inscribed Marker (10 years)		236.00	240.00	1.7%
Shrub renewal (5 years)		126.00	130.00	3.2%
Standard Rose with Inscribed Marker (10 years)		292.00	300.00	2.7%
Standard Rose renewal (5 years)		148.00	150.00	1.4%
Rose with Inscribed Marker (10 years)		236.00	240.00	1.7%
Rose renewal (5 years)		125.00	130.00	4.0%
Flower Bed with Inscribed Marker (per year)		577.00	590.00	2.3%
Replacement Marker		58.00	60.00	3.4%
Octagonal Seat Plaque		280.00	290.00	3.6%
Octagonal Seat Plaque Renewal		170.00	175.00	2.9%
Tring Leather Panel Memorial		120.00	125.00	4.2%
Tring leather panel memorial renewal (5 years)		55.00	56.00	1.8%
Leaf Vaults Single (10 years) inc. leaf vase		936.00	958.00	2.4%
Leaf Vaults Double (10 years) inc. leaf vase		1,045.00	1,069.00	2.3%
Leaf Vaults renewal (5 years)		275.00	281.00	2.2%
Leaf Vase		120.00	123.00	2.5%
* All fees are pertinent to the grave owner, if non-resident fees are treble.				

FINANCE & RESOURCES COMMITTEE PROPOSED FEES AND CHARGES 2019/20				
	Unit Measurement	2018/19 Charge	2019/20 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%
Lower Kings Road multi-storey	Up to 1 Hour	n/a	TBA	0.0%
Lower Kings Road multi-storey	Up to 2 Hours	n/a	TBA	0.0%
Lower Kings Road multi-storey	Up to 3 Hours	n/a	TBA	0.0%
Lower Kings Road multi-storey	Up to 4 Hours	n/a	TBA	0.0%
Lower Kings Road multi-storey	Up to 10 Hours	n/a	TBA	0.0%

FINANCE & RESOURCES COMMITTEE PROPOSED FEES AND CHARGES 2019/20				
	Unit Measurement	2018/19 Charge	2019/20 Proposed Charge	% Change
The Moor temporary car park	Up to 1 Hour	n/a	0.70	0.0%
The Moor temporary car park	Up to 2 Hours	n/a	1.30	0.0%
The Moor temporary car park	Up to 3 Hours	n/a	2.00	0.0%
The Moor temporary car park	Up to 4 Hours	n/a	2.60	0.0%
Canal Fields	10 day season (limited to 20)	10.00	10.00	0.0%
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%

FINANCE & RESOURCES COMMITTEE PROPOSED FEES AND CHARGES 2019/20				
	Unit Measurement	2018/19 Charge	2019/20 Proposed Charge	% Change
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%
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	115.00	2.2%
Address Management				
Charge for registering new developments / properties (plots)				0.0%
1 Plot		115.00	118.00	2.6%
2 - 5 Plots		180.00	184.00	2.2%
6 - 25 Plots		380.00	389.00	2.4%
26 - 75 Plots		400.00	409.00	2.3%
76+ Plots		£855 + £5 per additional plot	£875 + £5 per additional plot	2.3%
Renaming a house or building (after initial submission)		100.00	102.00	2.0%
Amending a house number		100.00	102.00	2.0%
Division / Conversion of existing or renumbering (new postal numbers)				
1 Plot		115.00	118.00	2.6%
2 - 5 Plots		180.00	184.00	2.2%
6 - 25 Plots		380.00	389.00	2.4%
26 - 75 Plots		400.00	409.00	2.3%
Naming of a building		100.00	102.00	2.0%
Renaming / Changing of an existing street name (where requested by residents and / or Town/Parish Council)		£350 + £25 per property	£358 + £25 per property	2.3%

HOUSING & COMMUNITY COMMITTEE GENERAL FUND BUDGETS 2019/20

	Original 2018/2019 £	Forecast 2018/2019 £	Draft 2019/2020 £	Variance 2018/19 - 2019/20 £ %	
Housing & Community					
Employees	3,671,160	3,902,920	3,965,099	293,939	8%
Premises	869,410	697,133	885,530	16,120	2%
Transport	17,230	20,172	17,650	420	2%
Supplies & Services	1,333,740	1,280,982	1,280,430	(53,310)	(4%)
Capital Charges	1,047,930	1,047,930	1,083,200	35,270	3%
Transfer Payments	55,000	55,000	55,000	0	0%
Income	(4,539,330)	(4,350,000)	(4,909,470)	(370,140)	(8%)
Grants and Contributions	(505,490)	(633,836)	(692,140)	(186,650)	(37%)
Recharges	(77,960)	69,322	(49,906)	28,055	36%
Net Expenditure: Housing & Community	1,871,690	2,089,622	1,635,393	(236,296)	(13%)

HOUSING & COMMUNITY COMMITTEE GENERAL FUND BUDGET DETAIL 2019/20

	Original 2018/2019 £	Forecast 2018/2019 £	Draft 2019/2020 £	Variance 2018/19 - 2019/20 £ %	
--	----------------------------	----------------------------	-------------------------	--------------------------------------	--

Housing & Community

Corporate and Contracted Services

Community Safety (CCTV) (Ben Hosier)

Employees	382,270	389,843	402,430	20,160	5%
Premises	80,640	93,197	94,630	13,990	17%
Transport	220	220	230	10	5%
Supplies & Services	10,940	11,604	11,060	120	1%
Capital Charges	77,950	77,950	85,300	7,350	9%
Grants and Contributions	(29,100)	(7,100)	(28,800)	300	1%
Recharges	(480,257)	(457,201)	(483,670)	(3,413)	(1%)
Net Expenditure: Community Safety (CCTV)	42,663	108,513	81,181	38,517	90%

Regulatory Services (Licensing) (Mark Brookes)

Employees	242,020	238,423	246,820	4,800	2%
Transport	2,600	2,600	2,660	60	2%
Supplies & Services	18,900	18,900	19,020	120	1%
Income	(284,130)	(284,130)	(288,370)	(4,240)	(1%)
Grants and Contributions	(2,750)	(2,750)	(2,820)	(70)	(3%)
Recharges	98,261	90,386	91,910	(6,351)	(6%)
Net Expenditure: Regulatory Services (Licensing)	74,901	63,429	69,220	(5,681)	(8%)

Community Development (Parish Liaison) (Mark Brookes)

Employees	30,350	31,849	31,030	680	2%
Transport	270	270	280	10	4%
Supplies & Services	830	830	830	0	0%
Recharges	13,747	7,832	7,724	(6,023)	(44%)
Net Expenditure: Community Development (Parish Liaison)	45,197	40,781	39,864	(5,333)	(12%)

Net Expenditure: Corporate and Contracted Services **162,761** **212,722** **190,264** **27,503** **17%**

Housing Landlord (Fiona Williamson)

Housing Standards (Alan Mortimer)

Employees	44,550	45,092	45,340	790	2%
Transport	0	503	0	0	
Income	(33,610)	(32,615)	(34,420)	(810)	(2%)
Recharges	12,841	6,862	6,308	(6,533)	(51%)
Net Expenditure: Housing Standards	23,781	19,842	17,228	(6,553)	(28%)

HOUSING & COMMUNITY COMMITTEE GENERAL FUND BUDGET DETAIL 2019/20

	Original 2018/2019 £	Forecast 2018/2019 £	Draft 2019/2020 £	Variance 2018/19 - 2019/20 £ %	
--	----------------------------	----------------------------	-------------------------	--------------------------------------	--

Garages (Alan Mortimer)

Employees	40,310	25,780	40,290	(20)	(0%)
Premises	561,070	358,460	573,970	12,900	2%
Supplies & Services	0	1,995	0	0	
Capital Charges	753,320	753,320	719,300	(34,020)	(5%)
Income	(3,770,650)	(3,412,000)	(3,770,370)	280	0%
Recharges	432,443	432,580	433,569	1,126	0%
Net Expenditure: Garages	(1,983,507)	(1,839,864)	(2,003,241)	(19,734)	(1%)

Supporting People (Alan Mortimer)

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

Homelessness (Natasha Beresford)

Employees	607,780	718,175	818,130	210,350	35%
Premises	120,560	135,846	106,380	(14,180)	(12%)
Transport	0	2,918	0	0	
Supplies & Services	131,300	134,925	80,300	(51,000)	(39%)
Capital Charges	86,270	86,270	115,000	28,730	33%
Transfer Payments	50,000	50,000	50,000	0	0%
Income	(326,870)	(467,185)	(623,330)	(296,460)	(91%)
Grants and Contributions	(438,300)	(587,346)	(625,060)	(186,760)	(43%)
Recharges	122,312	126,750	128,590	6,279	5%
Net Expenditure: Homelessness	353,052	200,353	50,010	(303,042)	(86%)

Housing Advice (Natasha Beresford)

Employees	92,010	92,468	95,000	2,990	3%
Transport	0	600	0	0	
Supplies & Services	43,780	24,744	44,550	770	2%
Recharges	180,643	184,014	195,211	14,567	8%
Net Expenditure: Housing Advice	316,433	301,826	334,761	18,327	6%

Housing Strategy (Natasha Beresford)

Employees	398,960	421,573	419,810	20,850	5%
Transport	2,610	4,110	2,670	60	2%
Supplies & Services	12,960	12,960	62,990	50,030	386%
Transfer Payments	5,000	5,000	5,000	0	0%
Income	0	(30,000)	(30,000)	(30,000)	
Recharges	80,091	136,230	135,598	55,507	69%
Net Expenditure: Housing Strategy	499,621	549,873	596,068	96,447	19%

Net Expenditure: Housing Landlord

(783,120)	(760,471)	(997,674)	(214,554)	(27%)
------------------	------------------	------------------	------------------	--------------

HOUSING & COMMUNITY COMMITTEE GENERAL FUND BUDGET DETAIL 2019/20

	Original 2018/2019 £	Forecast 2018/2019 £	Draft 2019/2020 £	Variance 2018/19 - 2019/20 £ %	
--	----------------------------	----------------------------	-------------------------	--------------------------------------	--

Neighbourhood Delivery (David Austin)

Community Safety (Crime Reduction) (Emma Walker)

Employees	172,060	163,347	120,859	(51,201)	(30%)
Premises	3,170	0	3,240	70	2%
Transport	4,610	2,131	4,730	120	3%
Supplies & Services	26,620	9,514	26,700	80	0%
Recharges	(5,326)	17,334	6,899	12,225	230%
Net Expenditure: Community Safety (Crime Reduction)	201,134	192,325	165,628	(35,506)	(18%)

Net Expenditure: Neighbourhood Delivery	201,134	192,325	165,628	(35,506)	(18%)
--	----------------	----------------	----------------	-----------------	--------------

Performance and Projects (Linda Roberts)

Heritage (Matt Rawdon)

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

Theatres and Public Entertainment (Matt Rawdon)

Employees	206,880	207,717	212,240	5,360	3%
Premises	56,270	61,930	57,960	1,690	3%
Transport	530	530	540	10	2%
Supplies & Services	110,170	110,170	104,200	(5,970)	(5%)
Capital Charges	36,020	36,020	43,100	7,080	20%
Income	(81,040)	(81,040)	(79,990)	1,050	1%
Recharges	90,715	97,051	98,243	7,528	8%
Net Expenditure: Theatres and Public Entertainment	419,545	432,378	436,293	16,748	4%

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

Employees	309,340	444,261	320,580	11,240	4%
Premises	46,390	46,390	48,010	1,620	3%
Transport	3,160	3,160	3,230	70	2%
Supplies & Services	33,670	33,670	54,790	21,120	63%
Capital Charges	8,660	8,660	9,000	340	4%
Income	(43,030)	(43,030)	(76,240)	(33,210)	(77%)
Grants and Contributions	(190)	(190)	(190)	0	0%
Recharges	128,467	138,960	144,193	15,726	12%
Net Expenditure: Outdoor Sports & Recreation Facilities (Adventure Playgrounds)	486,467	631,881	503,373	16,906	3%

HOUSING & COMMUNITY COMMITTEE GENERAL FUND BUDGET DETAIL 2019/20

	Original 2018/2019 £	Forecast 2018/2019 £	Draft 2019/2020 £	Variance 2018/19 - 2019/20 £ %	
--	----------------------------	----------------------------	-------------------------	--------------------------------------	--

Community Development (Partnerships and Commissioning) (Matt Rawdon)

Employees	132,250	149,701	143,850	11,600	9%
Transport	780	780	800	20	3%
Supplies & Services	69,200	69,200	64,130	(5,070)	(7%)
Grants and Contributions	(30,000)	(30,000)	(30,000)	0	0%
Recharges	70,354	60,444	61,080	(9,274)	(13%)
Net Expenditure: Community Development (Partnerships and Commissioning)	242,584	250,125	239,860	(2,724)	(1%)

Community Development (Residents Services & Neighbourhood Action) (Matt Rawdon)

Employees	291,380	239,204	275,310	(16,070)	(6%)
Premises	1,310	1,310	1,340	30	2%
Transport	1,630	1,630	1,670	40	2%
Supplies & Services	43,860	66,710	21,900	(21,960)	(50%)
Grants and Contributions	0	(1,300)	0	0	
Recharges	36,726	50,446	50,611	13,885	38%
Net Expenditure: Community Development (Residents Services & Neighbourhood Action)	374,906	358,000	350,831	(24,075)	(6%)

General Grants, Bequests and Donations (Matt Rawdon)

Supplies & Services	644,800	644,800	624,800	(20,000)	(3%)
Capital Charges	10,910	10,910	10,900	(10)	(0%)
Recharges	53,703	58,951	53,118	(586)	(1%)
Net Expenditure: General Grants, Bequests and Donations	709,413	714,661	688,818	(20,596)	(3%)

Customer Services (Matt Rawdon)

Employees	506,460	520,335	553,580	47,120	9%
Transport	400	400	410	10	3%
Supplies & Services	87,330	40,010	72,970	(14,360)	(16%)
Capital Charges	73,380	73,380	97,400	24,020	33%
Recharges	(667,570)	(634,125)	(724,360)	(56,790)	(9%)
Net Expenditure: Customer Services	(0)	(0)	0	0	0%

Communication & Consultation (Matt Rawdon)

Employees	214,540	215,153	239,830	25,290	12%
Transport	420	320	430	10	2%
Supplies & Services	41,380	42,950	34,190	(7,190)	(17%)
Capital Charges	1,420	1,420	0	(1,420)	(100%)
Income	0	0	(6,750)	(6,750)	
Grants and Contributions	(5,150)	(5,150)	(5,270)	(120)	(2%)
Recharges	(252,610)	(254,693)	(262,430)	(9,820)	(4%)
Net Expenditure: Communication & Consultation	0	0	0	0	

Net Expenditure: Performance and Projects 2,290,915 2,445,045 2,277,175 **(13,740)** **(1%)**

Net Expenditure: Housing & Community 1,871,690 2,089,622 1,635,393 **(236,296)** **(13%)**

HOUSING & COMMUNITY COMMITTEE PROPOSED FEES AND CHARGES 2019/20				
	Unit Measurement	2018/19 Charge	2019/20 Proposed Charge	% Change
Garages				
Garage Rent (VAT not charged to tenants but is charged to non tenants)	Per Week	13.15	13.15	0.0%
Premium garages	Per Week	14.05	14.05	0.0%
Garage Rent - Concessionary	Per Week	6.45	6.45	0.0%
Private Sector Housing				
Housing Notices (fixed charge per person)		300.00	300.00	0.0%
Licence for HMO up to 4 bedrooms (initiated by applicant without LA intervention) 5 year licence		575.00	n/a	0.0%
Licence for HMO up to 4 bedrooms (initiated with LA intervention) 5 year licence		650.00	n/a	0.0%
HMO application Part 1: Licence application for a 5 bedroom HMO		635.97	n/a	0.0%
HMO application Part 2: Ongoing licence management for a 5 bedroom HMO		425.83	n/a	0.0%
Licence for a standard 5 bedroom HMO (initiated with LA intervention) 5 year licence		254.27	853.00	235.5%
Additional Bedrooms	Per Bedroom	16.00	16.00	0.0%
HMO licence fee Part 1: Initial licence fee application		n/a	599.00	0.0%
HMO licence fee Part 2: Ongoing management of 5 year licence		n/a	426.00	0.0%
Enforcement fee: Due to failure to apply to Local authority		n/a	254.00	0.0%
Production of drawings		50.00	50.00	0.0%
Variation of licence		120.00	n/a	0.0%
Renewal of HMO licence		630.00	n/a	0.0%
Fee reduction for additional HMOs with the same applicant/landlord		55.00	n/a	0.0%
Standard inspection for immigration		205.00	205.00	0.0%
Licensing				
Mobile Home Licences (Per Annum)				
Site with 1-5 mobile homes, low risk, inspected every 3 years		102.00	102.00	0.0%
Site with 1-5 mobile homes, medium risk, inspected every 2 years		180.00	180.00	0.0%
Site with 1-5 mobile homes, high risk, inspected every year		256.00	256.00	0.0%
Site with 6-10 mobile homes, low risk, inspected every 3 years		128.00	128.00	0.0%
Site with 6-10 mobile homes, medium risk, inspected every 2 years		205.00	205.00	0.0%
Site with 6-10 mobile homes, high risk, inspected every year		282.00	282.00	0.0%
Site with 11-20 mobile homes, low risk, inspected every 3 years		154.00	154.00	0.0%
Site with 11-20 mobile homes, medium risk, inspected every 2 years		230.00	230.00	0.0%
Site with 11-20 mobile homes, high risk, inspected every year		333.00	333.00	0.0%
Site with 20-50 mobile homes, low risk, inspected every 3 years		230.00	230.00	0.0%
Site with 20-50 mobile homes, medium risk, inspected every 2 years		333.00	333.00	0.0%
Site with 20-50 mobile homes, high risk, inspected every year		435.00	435.00	0.0%
Site with 50-100 mobile homes, low risk, inspected every 3 years		333.00	333.00	0.0%
Site with 50-100 mobile homes, medium risk, inspected every 2 years		435.00	435.00	0.0%
Site with 50-100 mobile homes, high risk, inspected every year		538.00	538.00	0.0%
Site with 100-150 mobile homes, low risk, inspected every 3 years		538.00	538.00	0.0%
Site with 100-150 mobile homes, medium risk, inspected every 2 years		691.00	691.00	0.0%
Site with 100-150 mobile homes, high risk, inspected every year		845.00	845.00	0.0%
New Site Application				
New Licence 1-5 Units fee charged per unit	Per Unit	n/a	50.00	0.0%
New Licence 6-10 Units		n/a	300.00	0.0%
New Licence 11-20 Units		n/a	370.00	0.0%
New Licence 21-50 Units		n/a	430.00	0.0%
New Licence 51-100 Units		n/a	470.00	0.0%
New Licence 101 or more Units		n/a	490.00	0.0%
Other fees				
Variation to Licences		178.00	178.00	0.0%
Transfer of Site Licence		115.00	115.00	0.0%
Deposit Site Rules		99.00	99.00	0.0%

HOUSING & COMMUNITY COMMITTEE PROPOSED FEES AND CHARGES 2019/20

	Unit Measurement	2018/19 Charge	2019/20 Proposed Charge	% Change
Old Town Hall Arts Centre				
Meetings / Rehearsals / Workshops / Classes (no technical support) minimum 2hr booking				
Theatre (capacity 120) - Mon - Fri (10:30 - 18:00)	Per Hour	26.00	27.00	3.8%
Theatre (capacity 120) - Mon - Fri (18:00 - 23:00)	Per Hour	31.00	32.00	3.2%
Theatre (capacity 120) - Sat - Sun (10:30 - 23:00)	Per Hour	31.00	32.00	3.2%
Theatre (capacity 120) - Mon - Fri (10:30 - 17:30) - Concession	Per Hour	20.00	21.00	5.0%
Theatre (capacity 120) - Mon - Fri (18:00 - 22:30) - Concession	Per Hour	22.00	23.00	4.5%
Theatre (capacity 120) - Sat - Sun - Concession	Per Hour	22.00	23.00	4.5%
Cellar (capacity 60-90) - Mon - Fri (10:30 - 17:30)	Per Hour	13.50	14.00	3.7%
Cellar (capacity 60-90) - Mon - Fri (18:00 - 22:30)	Per Hour	22.00	23.00	4.5%
Cellar (capacity 60-90) - Sat - Sun (10:30 - 22:30)	Per Hour	22.00	23.00	4.5%
Cellar (capacity 60-90) - Mon - Fri (10:30 - 17:30) - Concession	Per Hour	12.50	13.00	4.0%
Cellar (capacity 60-90) - Mon - Fri (18:00 - 22:30) - Concession	Per Hour	20.00	21.00	5.0%
Cellar (capacity 60-90) - Sat-Sun - Concession	Per Hour	20.00	21.00	5.0%
Gallery (capacity 55) - Mon - Sun (18:00 - 22:30)	Per Hour	22.00	23.00	4.5%
Gallery (capacity 55) - Mon - Sun (18:00 - 22:30) - Concession	Per Hour	20.00	21.00	5.0%
Private Parties (including bar staff)				
Cellar (capacity 60-90) - Mon - Sun (18:00 - 23:00)		256.00	262.00	2.3%
Cellar (capacity 60-90) - Mon - Sun (18:00 - 23:00) - Concession		215.00	220.00	2.3%
Gallery (capacity 55) - Mon - Sun (18:00 - 23:00)		256.00	262.00	2.3%
Gallery (capacity 55) - Mon - Sun (18:00 - 23:00) - Concession		215.00	220.00	2.3%
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 (10:00 - 23:00) Includes technical support, front of house staff and box office		635.50	650.00	2.3%
Theatre (capacity 120) - Mon - Sun (10:00 - 23:00) Includes technical support, front of house staff and box office - Concession		461.00	472.00	2.4%
Cellar (capacity 60-90) - Mon - Sun (10:00 - 23:00)		446.00	456.00	2.2%
Cellar (capacity 60-90) - Mon - Sun (10:00 - 23:00) - Concession		256.00	262.00	2.3%
Adventure Playgrounds				
Community/Voluntary Group	Per Hour	30.00	31.00	3.3%
Private Group	Per Hour	50.00	55.00	10.0%
Children's Party	Per Hour	50.00	55.00	10.0%
Training Organisation (Play) if no staff needed	Per Hour	30.00	31.00	3.3%
Training Organisation (Care)	Per Hour	50.00	51.00	2.0%
Schools	Per Hour	30.00	31.00	3.3%
Schools	Half Day	60.00	62.00	3.3%
Schools	Full Day	120.00	123.00	2.5%
Sports pitch	Per Hour	35.00	36.00	2.9%
Laser Tag (party hire in addition to venue)		50.00	60.00	20.0%
Sports coach and pitch		50.00	51.00	2.0%
Go carts (party hire in addition to venue)	Per Hour	50.00	51.00	2.0%
Laser Tag 30 min session	Per session per individual	5.00	5.00	0.0%

HOUSING & COMMUNITY COMMITTEE PROPOSED FEES AND CHARGES 2019/20						
		2018-19 Charge	2019-20 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 loss/theft/damage		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	-	No fee	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 2019/20						
		2018-19 Charge	2019-20 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 application)		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%	
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%

HOUSING & COMMUNITY COMMITTEE PROPOSED FEES AND CHARGES 2019/20					
	2018-19 Charge	2019-20 Proposed Charge			% change
		Application	Licence	Total fee	
Animal licences					
*Where licences for multiple animal activities are issued under The Animal Welfare (Licensing of Activities Involving Animals)(England) Regulations 2018, the fees will be equivalent to the higher cost activity.					
Animal boarding establishments					
Application for new animal boarding establishment licence (up to 3yrs)	373.96	158.00	215.00	373.00	-0.3%
Application to renew animal boarding establishment licence (3yrs)	373.96	158.00	215.00	373.00	-0.3%
Application for a new animal boarding establishment Franchise (Qualified officer inspection will be required for each premises)	n/a	158.00	215.00	373.00	0.0%
Application to renew a franchise (Qualified officer inspection will be required for each premises)	n/a	158.00	215.00	373.00	0.0%
Application to vary animal boarding establishment licence (Qualified officer inspection may be required)	128.36	35.00	53.00	88.00	-31.4%
Application for new animal boarding establishment licence (home boarding)	373.96	158.00	215.00	373.00	-0.3%
Application to renew animal boarding establishment licence (home boarding) (Qualified officer inspection will be required for each premises)	230.00	158.00	215.00	373.00	62.2%
Application to vary animal boarding establishment licence (home boarding) (Qualified officer inspection may be required)	128.36	35.00	53.00	88.00	-31.4%
Application to vary a franchise to add premises (Qualified officer inspection will be required for each additional premises)	n/a	35.00	53.00	88.00	0.0%
Application to vary to reduce numbers or types of animals or activities.	n/a	35.00	-	35.00	0.0%
Re-evaluation of star rating (Qualified officer inspection may be required)	n/a	44.00	-	44.00	0.0%
Qualified officer inspection (where required)	n/a	102.00			0.0%
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)	331.00	254.00	56.00	310.00	-6.3%
Application to renew licence to keep dangerous wild animals (2yr) (plus cost of vet inspection)	331.00	254.00	56.00	310.00	-6.3%
Application to vary licence conditions (new species/increased numbers of animals)	207.00	176.00	52.00	228.00	10.1%
Application to vary licence conditions (administrative matters only)	70.00	64.00	0.00	64.00	-8.6%
Veterinary inspection of premises *	Recharged at cost				
Dog breeding establishments					
Application for new dog breeding licence (plus cost of vet inspection) (up to 3 yrs)	202.96	160.00	113.00	273.00	34.5%
Application to renew dog breeding licence (plus cost of vet inspection) (up to 3 yrs)	202.96	160.00	113.00	273.00	34.5%
Application to vary an animal breeding establishment (inspection may be required)	42.86	35.00	53.00	88.00	105.3%
Re-evaluation of star rating (inspection may be required)	n/a	35.00	-	35.00	0.0%
Qualified officer inspection (where required)	n/a	102.00			0.0%
Veterinary inspection of premises *	Recharged at cost				

HOUSING & COMMUNITY COMMITTEE PROPOSED FEES AND CHARGES 2019/20					
	2018-19 Charge	2019-20 Proposed Charge			% change
		Application	Licence	Total fee	
Pet shops					
Application for new pet shop licence (up to 3yrs)	314.00	158.00	214.00	372.00	18.5%
Application to renew pet shop licence(up to 3yrs)	314.00	158.00	214.00	372.00	18.5%
Application for new pet shop licence (fish only) (up to 3yrs)	314.00	158.00	214.00	372.00	18.5%
Application to renew pet shop licence (fish only) (up to 3yrs)	314.00	158.00	214.00	372.00	18.5%
Application to vary a pet shop licence (Qualified officer inspection may be required)	128.36	35.00	53.00	88.00	-31.4%
Application to vary a pet shop licence - reduce animals	n/a	35.00	-	35.00	0.0%
Re-evaluation of star rating (Qualified officer inspection may be required)	n/a	35.00	-	35.00	0.0%
Qualified officer inspection (where required)	n/a	102.00			0.0%
Veterinary inspection of premises * (where required)	Recharged at cost				
Riding establishments					
Application for new riding establishment licence (plus cost of vet inspection)	202.96	158.00	113.00	271.00	33.5%
Application to renew riding establishment licence (plus cost of vet inspection)	202.96	158.00	113.00	271.00	33.5%
Application to vary a riding establishment licence (Inspection may be required)	43.00	35.00	53.00	88.00	104.7%
Application to vary - to reduce licensable activities or numbers of animals	n/a	35.00	-	35.00	0.0%
Re-evaluation of star rating (Inspection may be required)	n/a	35.00	-	35.00	0.0%
Qualified officer inspection (where required)	n/a	102.00			0.0%
Veterinary inspection of premises *	Recharged at cost				
Keeping of Exhibition/Performing Animals					
Application for a new licence for keeping exhibition/performing animals	288.46	158.00	132.00	290.00	0.5%
Application for to renew licence for keeping exhibition/performing animals	288.46	158.00	132.00	290.00	0.5%
Application to vary licence to keep or train animals for exhibition (Qualified officer inspection may be required)	128.36	35.00	53.00	88.00	-31.4%
Application to vary a licence for keeping exhibition/performing animals to reduce licensable activities or number of animal	n/a	35.00	-	35.00	0.0%
Qualified officer inspection (where required)	n/a	102.00			0.0%
Veterinary inspection of premises * (where required)	Recharged at cost				
Zoos					
Application for new zoo licence (4yr) (plus cost of vet inspection)	1,935.00	1,616.00	285.00	1,901.00	-1.8%
Application to renew zoo licence (6yr) (plus cost of vet inspection)	1,455.00	1,136.00	285.00	1,421.00	-2.3%
Application to vary zoo licence (plus cost of vet inspection)	1,455.00	1,136.00	285.00	1,421.00	-2.3%
Application to transfer zoo licence (plus cost of vet inspection)	240.00	194.00	40.00	234.00	-2.5%
Veterinary inspection of premises *	Recharged at cost				

HOUSING & COMMUNITY COMMITTEE PROPOSED FEES AND CHARGES 2019/20						
		2018-19 Charge	2019-20 Proposed Charge			% change
			Application	Licence	Total fee	
Betting, gambling and lottery licences						
Lottery registrations						
Registration of society for small society lotteries		40.00	40.00	0.00	40.00	0.0%
Annual fee (payable on anniversary of registration)		20.00	20.00	0.00	20.00	0.0%
Notices						
Temporary use notice submission fee		366.00	366.00	-	366.00	0.0%
Duplicate copy of temporary use notice following theft/loss/damage		16.00	16.00	-	16.00	0.0%
Occasional use notice submission fee		No fee	No fee	No fee	No fee	0.0%
Permits						
Notification of 1-2 gaming machine in alcohol-licensed premises		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%
	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%
	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%
	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%
	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%
	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 2019/20						
		2018-19 Charge	2019-20 Proposed Charge			% change
			Application	Licence	Total fee	
Premises licences - applications						
Application for new premises licence (without provisional statement)	Adult gaming centre	1,128.00	1,128.00	-	1,128.00	0.0%
	Betting (track)	1,128.00	1,128.00	-	1,128.00	0.0%
	Betting (other)	1,128.00	1,128.00	-	1,128.00	0.0%
	Bingo	1,128.00	1,128.00	-	1,128.00	0.0%
	Family entertainment centre	1,128.00	1,128.00	-	1,128.00	0.0%
Application for new premises licence (with provisional statement)	Adult gaming centre	770.00	770.00	-	770.00	0.0%
	Betting (track)	770.00	770.00	-	770.00	0.0%
	Betting (other)	770.00	770.00	-	770.00	0.0%
	Bingo	770.00	770.00	-	770.00	0.0%
	Family entertainment centre	770.00	770.00	-	770.00	0.0%
Application for provisional statement	Adult gaming centre	1,128.00	1,128.00	-	1,128.00	0.0%
	Betting (track)	1,128.00	1,128.00	-	1,128.00	0.0%
	Betting (other)	1,128.00	1,128.00	-	1,128.00	0.0%
	Bingo	1,128.00	1,128.00	-	1,128.00	0.0%
	Family entertainment centre	1,128.00	1,128.00	-	1,128.00	0.0%
Application for variation of premises licence	Adult gaming centre	770.00	770.00	-	770.00	0.0%
	Betting (track)	770.00	770.00	-	770.00	0.0%
	Betting (other)	770.00	770.00	-	770.00	0.0%
	Bingo	770.00	770.00	-	770.00	0.0%
	Family entertainment centre	770.00	770.00	-	770.00	0.0%
Application for transfer of premises licence	Adult gaming centre	331.00	331.00	-	331.00	0.0%
	Betting (track)	331.00	331.00	-	331.00	0.0%
	Betting (other)	331.00	331.00	-	331.00	0.0%
	Bingo	331.00	331.00	-	331.00	0.0%
	Family entertainment centre	331.00	331.00	-	331.00	0.0%
Application for reinstatement of premises licence	Adult gaming centre	331.00	331.00	-	331.00	0.0%
	Betting (track)	331.00	331.00	-	331.00	0.0%
	Betting (other)	331.00	331.00	-	331.00	0.0%
	Bingo	331.00	331.00	-	331.00	0.0%
	Family entertainment centre	331.00	331.00	-	331.00	0.0%
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	0.0%
Street collections						
Application for street collection licence		No fee	No fee	No fee	No fee	0.0%
Hypnotism						
Authorisation of hypnotism performance		No fee	No fee	No fee	No fee	0.0%

HOUSING & COMMUNITY COMMITTEE PROPOSED FEES AND CHARGES 2019/20						
	2018-19 Charge	2019-20 Proposed Charge			% change	
		Application	Licence	Total fee		
Scrap metal dealers						
Application for new scrap metal site licence (3yr)	298.00	228.00	56.00	284.00	-4.7%	
Application for new scrap metal collectors licence (3yr)	212.00	177.00	28.00	205.00	-3.3%	
Application to renew scrap metal site licence (3yr)	280.00	211.00	56.00	267.00	-4.6%	
Application to renew scrap metal collectors licence (3yr)	194.00	161.00	28.00	189.00	-2.6%	
Application to vary scrap metal licence - change of licensee details	16.00	16.00	0.00	16.00	0.0%	
Application to vary scrap metal licence - change of licensed sites	81.00	80.00	0.00	80.00	-1.2%	
Application to vary scrap metal licence - change of site managers	46.00	47.00	0.00	47.00	2.2%	
Application to vary scrap metal licence - site to collectors licence	27.00	30.00	0.00	30.00	11.1%	
Application to vary scrap metal licence - collectors to site licence	144.00	104.00	38.00	142.00	-1.4%	
Sex establishments						
Application for new sex establishment licence	2,065.00	1,789.00	231.00	2,020.00	-2.2%	
Application for renewal of sex establishment licence	1,648.00	1,383.00	231.00	1,614.00	-2.1%	
Application for variation of sex establishment licence	904.00	786.00	104.00	890.00	-1.5%	
Application for transfer of sex establishment licence	393.00	402.00	0.00	402.00	2.3%	
Skin piercing, tattooing, etc.						
Application for registration of skin piercing, etc., premises	213.00	224.00	-	224.00	5.2%	
Application for registration of skin piercing, etc., operator	87.00	106.00	-	106.00	21.8%	
Street trading						
Application for street trading consent (hot food) (1 year)	0.00	0.00	0.00	0.00	0.0%	
Application for street trading consent (cold food/non-food) (1yr)	0.00	0.00	0.00	0.00	0.0%	
Application for street trading consent (one month trial only)	0.00	0.00	0.00	0.00	0.0%	
Street trading consent (annual) (1 year)	New (1 vehicle/pitch)	655.50	388.00	239.00	627.00	-4.3%
	Renewal (1 vehicle/pitch)	655.50	388.00	239.00	627.00	-4.3%
	Additional fee per extra vehicle/pitch	71.00	32.00	38.00	70.00	-1.4%
	Interim substitution of vehicle	24.50	24.00	0.00	24.00	-2.0%
	Other consent variation	137.00	137.00	0.00	137.00	0.0%
Street trading consent (single event)	Commercial event	158.00	153.00	0.00	153.00	-3.2%
	Community/charity event	25.00	30.00	0.00	30.00	20.0%
Taxis and private hire						
Driver licences						
Hackney Carriage Drivers Licence (3 years) [external e-form/checks]	New	160.00	0.00	190.00	190.00	18.8%
	Renewal	160.00	0.00	176.00	176.00	10.0%
	Theft/loss of badge	20.00	19.00	0.00	19.00	-5.0%
Private Hire Drivers Licence (3 years) [external e-form/checks]	New	160.00	0.00	190.00	190.00	18.8%
	Renewal	160.00	0.00	170.00	170.00	6.3%
	Theft/loss of badge	20.00	19.00	0.00	19.00	-5.0%
Dual HC/PH Drivers Licence (3 years) [external e-form/checks]	New	215.00	0.00	213.00	213.00	-0.9%
	Renewal	215.00	0.00	199.00	199.00	-7.4%
	Renewal & Upgrade	215.00	0.00	214.00	214.00	-0.5%
	Interim Upgrade (+£1 / unexpired month)	38.00	0.00	65.00	65.00	71.1%
	Theft/loss of badge (per)	20.00	19.00	0.00	19.00	-5.0%
Disclosure & Barring Service (DBS) enhanced disclosure * [in-house]	Recharged at cost	Recharged at cost + £15 admin			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%	

HOUSING & COMMUNITY COMMITTEE PROPOSED FEES AND CHARGES 2019/20						
		2018-19 Charge	2019-20 Proposed Charge			
			Application	Licence	Total fee	% change
Driver knowledge tests						
Hackney carriage written local/legal test	Full test	50.00	69.00	-	69.00	38.0%
	Conditions only	33.00	39.00	-	39.00	18.2%
Private hire written local/legal test	Full test	50.00	69.00	-	69.00	38.0%
	Conditions only	33.00	39.00	-	39.00	18.2%
Dual HC/PH driver written local/legal test	Full test	50.00	69.00	-	69.00	38.0%
	Conditions only	33.00	39.00	-	39.00	18.2%
Versant English language assessment	Test fee *	Recharged at cost	Recharged at cost			0.0%
	Administration fee	13.00	14.00	-	14.00	7.7%
Operator licences						
Private hire operator licence (5 years)	New (0-3 vehicles)	425.00	-	410.00	410.00	-3.5%
	New (4+ vehicles)	716.00	-	690.00	690.00	-3.6%
	Renewal (1-3 vehicles)	425.00	-	410.00	410.00	-3.5%
	Renewal (4+ vehicles)	716.00	-	690.00	690.00	-3.6%
Vehicle licences						
Hackney carriage vehicle licence (excludes compliance test fee)	New (1 year)	242.00	0.00	279.00	279.00	15.3%
	Renewal (1 year)	242.00	0.00	242.00	242.00	0.0%
	Renewal & substitution (1 year)	242.00	0.00	242.00	242.00	0.0%
	Interim substitution (remaining duration)	124.50	0.00	115.00	115.00	-7.6%
	Transfer of ownership	68.00	0.00	58.00	58.00	-14.7%
	Theft/loss of rear plate	20.00	20.00	0.00	20.00	0.0%
	Theft/loss of front plate	20.00	20.00	0.00	20.00	0.0%
	Change of vehicle particulars	55.00	55.00	0.00	55.00	0.0%
Private hire vehicle licence (excludes compliance test fee)	New (1 year)	217.00	0.00	217.00	217.00	0.0%
	Renewal (1 year)	217.00	0.00	217.00	217.00	0.0%
	Renewal & substitution (1 yr.)	217.00	0.00	217.00	217.00	0.0%
	Interim substitution (remaining duration)	124.50	0.00	115.00	115.00	-7.6%
	Transfer of ownership	68.00	0.00	58.00	58.00	-14.7%
	Theft/loss of rear plate	20.00	20.00	0.00	20.00	0.0%
	Theft/loss of front plate	20.00	20.00	0.00	20.00	0.0%
	Change of vehicle particulars	55.00	55.00	0.00	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	Recharged at cost			0.0%	
Other fees						
Duplicate copy of licence following theft/loss/damage	15.00	15.00	-	15.00	0.0%	
Replacement internal vehicle licence plate holder	n/a	2.50	-	2.50	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 tape/disc)	15.00	16.00	-	16.00	6.7%	
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	44.00	-	44.00	-4.3%	

STRATEGIC PLANNING & ENVIRONMENT COMMITTEE GENERAL FUND BUDGETS 2019/20					
	Original 2018/2019 £	Forecast 2018/2019 £	Draft 2019/2020 £	Variance 2018/19 - 2019/20 £ %	
Strategic Planning & Environment					
Employees	9,554,444	9,898,872	10,096,885	542,441	6%
Premises	887,090	960,719	942,240	55,150	6%
Transport	1,197,770	1,361,013	1,186,960	(10,810)	(1%)
Supplies & Services	1,883,890	2,333,962	2,233,420	349,530	19%
Third-Parties	88,330	71,933	83,630	(4,700)	(5%)
Capital Charges	1,497,010	1,497,010	1,703,600	206,590	14%
Income	(3,959,550)	(3,954,290)	(4,114,650)	(155,100)	(4%)
Grants and Contributions	(1,878,025)	(2,193,841)	(1,895,791)	(17,766)	(1%)
Recharges	1,891,921	1,869,187	1,832,250	(59,671)	(3%)
Net Expenditure: Strategic Planning & Environment	11,162,880	11,844,565	12,068,544	905,664	8%

STRATEGIC PLANNING & ENVIRONMENT COMMITTEE GENERAL FUND BUDGET DETAIL 2019/20

	Original 2018/2019 £	Forecast 2018/2019 £	Draft 2019/2020 £	Variance 2018/19 - 2019/20 £ %	
--	----------------------------	----------------------------	-------------------------	--------------------------------------	--

Strategic Planning & Environment

Finance & Resources (Nigel Howcutt)

Open Spaces (Richard Rice)

Employees	8,000	296	0	(8,000)	(100%)
Premises	26,430	36,469	19,340	(7,090)	(27%)
Supplies & Services	550	706	550	0	0%
Capital Charges	6,630	6,630	6,600	(30)	(0%)
Income	(32,740)	(19,140)	(25,510)	7,230	22%
Grants and Contributions	(28,420)	(41,000)	(29,100)	(680)	(2%)
Recharges	1,130	1,130	1,160	30	3%
Net Expenditure: Open Spaces	(18,420)	(14,909)	(26,960)	(8,540)	(46%)

Promotion and Marketing of the Area (Town Centres) (Richard Rice)

Premises	72,230	71,106	74,140	1,910	3%
Supplies & Services	1,500	1,500	1,530	30	2%
Capital Charges	138,050	138,050	154,400	16,350	12%
Recharges	243,230	245,011	249,800	6,569	3%
Net Expenditure: Promotion and Marketing of the Area (Town Centres)	455,010	455,667	479,870	24,859	5%

Net Expenditure: Finance & Resources

436,590	440,758	452,910	16,319	4%
----------------	----------------	----------------	---------------	-----------

Neighbourhood Delivery (David Austin)

Open Spaces (Craig Thorpe)

Employees	2,606,060	2,568,621	2,604,550	(1,510)	(0%)
Premises	469,540	504,506	480,400	10,860	2%
Transport	168,960	125,387	132,850	(36,110)	(21%)
Supplies & Services	295,290	266,711	276,880	(18,410)	(6%)
Capital Charges	348,100	348,100	432,100	84,000	24%
Income	(19,930)	(14,011)	(20,400)	(470)	(2%)
Grants and Contributions	(397,570)	(415,707)	(426,731)	(29,161)	(7%)
Recharges	(1,577,280)	(1,666,739)	(1,724,026)	(146,746)	(9%)
Net Expenditure: Open Spaces	1,893,170	1,716,869	1,755,623	(137,547)	(7%)

Animal and Public Health (Craig Thorpe)

Employees	38,470	62,629	65,290	26,820	70%
Transport	8,400	5,958	8,970	570	7%
Supplies & Services	37,360	36,425	60,000	22,640	61%
Income	(105,240)	(83,683)	(107,770)	(2,530)	(2%)
Recharges	59,816	89,859	79,828	20,013	33%
Net Expenditure: Animal and Public Health	38,806	111,188	106,318	67,513	174%

STRATEGIC PLANNING & ENVIRONMENT COMMITTEE GENERAL FUND BUDGET DETAIL 2019/20

	Original 2018/2019 £	Forecast 2018/2019 £	Draft 2019/2020 £	Variance 2018/19 - 2019/20 £ %	
Environmental Services Management, Support Services and Overheads (Craig Thorpe)					
Employees	317,830	334,584	330,960	13,130	4%
Premises	218,950	238,258	225,030	6,080	3%
Transport	21,880	11,830	12,950	(8,930)	(41%)
Supplies & Services	169,640	167,621	130,340	(39,300)	(23%)
Third-Parties	14,320	14,320	14,650	330	2%
Capital Charges	92,840	92,840	111,400	18,560	20%
Income	(15,770)	(12,247)	(16,150)	(380)	(2%)
Recharges	(819,690)	(847,206)	(809,180)	10,509	1%
Net Expenditure: Environmental Services Management, Support Services and Overheads	0	0	(0)	0	0%

Transport Services (Craig Thorpe)					
Employees	316,685	313,551	332,415	15,730	5%
Premises	0	8,260	0	0	
Transport	405,740	569,733	428,010	22,270	5%
Supplies & Services	15,550	25,372	15,620	70	0%
Capital Charges	4,130	4,130	5,800	1,670	40%
Grants and Contributions	(5,000)	(5,000)	(5,000)	0	0%
Recharges	(737,105)	(916,046)	(776,845)	(39,740)	(8%)
Net Expenditure: Transport Services	0	(0)	(0)	(0)	0%

Street Cleansing (Non-Highway) (Craig Thorpe)					
Recharges	1,479,708	1,506,080	1,513,700	33,992	2%
Net Expenditure: Street Cleansing (Non-Highway)	1,479,708	1,506,080	1,513,700	33,992	2%

Household Waste and Recycling (Craig Thorpe)					
Employees	2,676,170	2,653,526	2,775,850	99,680	4%
Transport	501,380	556,320	510,120	8,740	2%
Supplies & Services	94,010	553,086	550,050	456,040	485%
Capital Charges	836,080	836,080	871,600	35,520	4%
Income	(153,280)	(160,470)	(156,360)	(3,080)	(2%)
Grants and Contributions	(1,256,000)	(1,387,112)	(1,256,000)	0	0%
Recharges	1,402,164	1,608,505	1,492,192	90,028	6%
Net Expenditure: Household Waste and Recycling	4,100,524	4,659,936	4,787,452	686,928	17%

Trade Waste (Craig Thorpe)					
Employees	222,220	201,102	213,730	(8,490)	(4%)
Transport	53,330	69,938	55,980	2,650	5%
Supplies & Services	394,260	371,350	394,320	60	0%
Capital Charges	6,000	6,000	3,600	(2,400)	(40%)
Income	(1,099,650)	(913,900)	(1,150,960)	(51,310)	(5%)
Recharges	245,108	259,473	237,841	(7,267)	(3%)
Net Expenditure: Trade Waste	(178,732)	(6,037)	(245,489)	(66,757)	(37%)

STRATEGIC PLANNING & ENVIRONMENT COMMITTEE GENERAL FUND BUDGET DETAIL 2019/20

	Original 2018/2019 £	Forecast 2018/2019 £	Draft 2019/2020 £	Variance 2018/19 - 2019/20 £ %	
--	----------------------------	----------------------------	-------------------------	--------------------------------------	--

Pest Control (Emma Walker)

Employees	59,860	58,334	62,950	3,090	5%
Transport	3,480	750	3,650	170	5%
Supplies & Services	4,200	4,215	4,200	0	0%
Income	(74,440)	(63,539)	(76,230)	(1,790)	(2%)
Recharges	112,613	111,004	99,299	(13,314)	(12%)
Net Expenditure: Pest Control	105,713	110,765	93,869	(11,844)	(11%)

Pollution Reduction (Emma Walker)

Employees	152,419	216,541	173,620	21,201	14%
Transport	2,760	800	2,820	60	2%
Supplies & Services	20,670	13,310	20,680	10	0%
Capital Charges	2,070	2,070	11,800	9,730	470%
Income	(25,430)	(10,000)	(26,040)	(610)	(2%)
Recharges	72,901	97,170	87,989	15,088	21%
Net Expenditure: Pollution Reduction	225,390	319,891	270,869	45,479	20%

Animal and Public Health (Emma Walker)

Employees	38,790	23,041	36,970	(1,820)	(5%)
Transport	1,360	1,360	1,420	60	4%
Supplies & Services	73,460	7,210	21,470	(51,990)	(71%)
Income	(7,570)	(3,000)	(7,750)	(180)	(2%)
Recharges	35,941	71,923	62,934	26,993	75%
Net Expenditure: Animal and Public Health	141,981	100,535	115,044	(26,937)	(19%)

Food Safety (Emma Walker)

Employees	246,400	247,269	224,470	(21,930)	(9%)
Transport	1,690	1,690	1,730	40	2%
Supplies & Services	3,110	3,110	3,120	10	0%
Income	(2,650)	(500)	(2,710)	(60)	(2%)
Recharges	92,958	119,811	109,592	16,634	18%
Net Expenditure: Food Safety	341,508	371,380	336,202	(5,306)	(2%)

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

Employees	97,270	185,153	182,600	85,330	88%
Transport	530	769	540	10	2%
Supplies & Services	27,580	47,052	27,960	380	1%
		(13)	0	0	
Recharges	(125,380)	(232,671)	(211,100)	(86,010)	(69%)
Net Expenditure: Health & Safety - External Support/Advice	0	290	0	(290)	(100%)

STRATEGIC PLANNING & ENVIRONMENT COMMITTEE GENERAL FUND BUDGET DETAIL 2019/20

	Original 2018/2019 £	Forecast 2018/2019 £	Draft 2019/2020 £	Variance 2018/19 - 2019/20 £ %	
--	----------------------------	----------------------------	-------------------------	--------------------------------------	--

Street Cleansing (Enforcement) (Emma Walker)					
Employees	144,170	81,168	133,220	(10,950)	(8%)
Transport	5,930	4,770	6,100	170	3%
Supplies & Services	6,070	3,070	6,090	20	0%
Income	(3,170)	(3,170)	(3,250)	(80)	(3%)
Recharges	99,080	122,189	113,289	14,499	15%
Net Expenditure: Street Cleansing (Enforcement)	252,080	208,027	255,449	3,659	1%

Emergency Planning (Emma Walker)					
Employees	5,470	6,153	9,670	4,200	77%
Transport	100	100	100	0	0%
Supplies & Services	5,410	2,410	5,440	30	1%
Third-Parties	27,660	25,803	28,300	640	2%
Recharges	84,868	48,990	43,243	(41,625)	(49%)
Net Expenditure: Emergency Planning	123,508	83,456	86,753	(36,755)	(30%)

Net Expenditure: Neighbourhood Delivery	8,523,656	9,182,379	9,075,790	552,135	6%
--	------------------	------------------	------------------	----------------	-----------

Planning, Development and Regeneration (James Doe)

Economic Development (General) (Chris Taylor)					
Employees	209,070	223,139	183,770	(25,300)	(12%)
Premises	81,260	91,870	127,630	46,370	57%
Transport	1,260	1,328	270	(990)	(79%)
Supplies & Services	175,510	229,644	183,090	7,580	4%
Third-Parties	6,580	0	0	(6,580)	(100%)
Capital Charges	55,110	55,110	82,100	26,990	49%
Income	(390,810)	(385,670)	(482,960)	(92,150)	(24%)
Grants and Contributions	(119,535)	(141,948)	(71,530)	48,005	40%
Recharges	77,156	96,750	102,372	25,216	33%
Net Expenditure: Economic Development (General)	95,601	170,222	124,742	29,141	30%

Market Undertakings (Chris Taylor)					
Premises	11,550	6,750	8,410	(3,140)	(27%)
Income	(69,050)	(45,440)	(27,570)	41,480	60%
Recharges	23,310	39,439	38,509	15,199	65%
Net Expenditure: Market Undertakings	(34,190)	749	19,349	53,539	157%

STRATEGIC PLANNING & ENVIRONMENT COMMITTEE GENERAL FUND BUDGET DETAIL 2019/20

	Original 2018/2019 £	Forecast 2018/2019 £	Draft 2019/2020 £	Variance 2018/19 - 2019/20 £ %	
--	----------------------------	----------------------------	-------------------------	--------------------------------------	--

Support to Business and Enterprise (Chris Taylor)

Employees		3,563	0	0	
Premises	7,130	3,500	7,290	160	2%
Supplies & Services	58,990	58,990	71,030	12,040	20%
Capital Charges		0	1,900	1,900	
Income	(30,720)	(35,000)	(31,460)	(740)	(2%)
Grants and Contributions	0	0	(13,780)	(13,780)	
Recharges	64,979	65,243	65,873	894	1%
Net Expenditure: Support to Business and Enterprise	100,379	96,296	100,853	474	0%

Environmental Grants (Chris Taylor)

Supplies & Services	7,200	7,200	7,200	0	0%
Net Expenditure: Environmental Grants	7,200	7,200	7,200	0	0%

Planning Policy (General) (Chris Taylor)

Employees	656,400	732,078	853,240	196,840	30%
Transport	5,300	2,300	5,420	120	2%
Supplies & Services	313,680	284,030	263,820	(49,860)	(16%)
Third-Parties	7,960	0	8,140	180	2%
Capital Charges	2,850	2,850	17,100	14,250	500%
Grants and Contributions	(68,910)	(200,471)	(91,000)	(22,090)	(32%)
Recharges	309,481	283,955	282,857	(26,624)	(9%)
Net Expenditure: Planning Policy (General)	1,226,761	1,104,742	1,339,577	112,816	9%

Building Control (Sara Whelan)

Employees	523,890	647,336	605,580	81,690	16%
Transport	8,300	2,000	8,490	190	2%
Supplies & Services	61,400	57,100	59,370	(2,030)	(3%)
Income	(597,110)	(557,110)	(597,180)	(70)	(0%)
Recharges	196,041	209,731	209,460	13,419	7%
Net Expenditure: Building Control	192,521	359,057	285,720	93,199	48%

Development Control (Sara Whelan)

Employees	1,086,490	1,134,808	1,156,540	70,050	6%
Transport	7,270	5,880	7,440	170	2%
Supplies & Services	107,730	183,130	121,990	14,260	13%
Capital Charges	5,150	5,150	5,200	50	1%
Income	(1,040,990)	(1,417,410)	(1,151,350)	(110,360)	(11%)
Grants and Contributions	(2,590)	(2,590)	(2,650)	(60)	(2%)
Recharges	444,831	453,852	459,945	15,113	3%
Net Expenditure: Development Control	607,891	362,820	597,115	(10,777)	(2%)

STRATEGIC PLANNING & ENVIRONMENT COMMITTEE GENERAL FUND BUDGET DETAIL 2019/20

	Original 2018/2019 £	Forecast 2018/2019 £	Draft 2019/2020 £	Variance 2018/19 - 2019/20 £ %	
--	----------------------------	----------------------------	-------------------------	--------------------------------------	--

Conservation and Listed Buildings Policy (Sara Whelan)

Employees	67,140	71,433	68,320	1,180	2%
Recharges	47,007	43,796	45,319	(1,688)	(4%)
Net Expenditure: Conservation and Listed Buildings Policy	114,147	115,229	113,639	(508)	(0%)

Local Land Charges (Sara Whelan)

Employees	81,640	134,546	83,140	1,500	2%
Transport	100	100	100	0	0%
Supplies & Services	10,720	10,720	8,670	(2,050)	(19%)
Third-Parties	31,810	31,810	32,540	730	2%
Income	(291,000)	(230,000)	(231,000)	60,000	21%
Recharges	59,054	57,937	58,200	(854)	(1%)
Net Expenditure: Local Land Charges	(107,676)	5,113	(48,350)	59,326	55%

Regeneration

2,202,634	2,221,428	2,539,844	337,210	15%
------------------	------------------	------------------	----------------	------------

Net Expenditure: Strategic Planning & Environment

11,162,880	11,844,565	12,068,544	905,664	8%
-------------------	-------------------	-------------------	----------------	-----------

STRATEGIC PLANNING & ENVIRONMENT COMMITTEE PROPOSED FEES AND CHARGES 2019/20				
	Unit Measurement	2018/19 Charge	2019/20 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	51.00	2.0%
Stray Dogs - Admin Fee - For correctly microchipped dog	Day 2	70.00	72.00	2.9%
Stray Dogs - Admin Fee - For correctly microchipped dog	Day 3	90.00	92.00	2.2%
Stray Dogs - Admin Fee - For correctly microchipped dog	Day 4	110.00	113.00	2.7%
Stray Dogs - Admin Fee - For correctly microchipped dog	Day 5	130.00	133.00	2.3%
Stray Dogs - Admin Fee - For correctly microchipped dog	Day 6	150.00	153.00	2.0%
Stray Dogs - Admin Fee - For correctly microchipped dog	Day 7	170.00	174.00	2.4%
Stray Dogs - Admin Fee - For incorrectly microchipped/no microchip dog	Day 1	75.00	77.00	2.7%
Stray Dogs - Admin Fee - For incorrectly microchipped/no microchip dog	Day 2	95.00	97.00	2.1%
Stray Dogs - Admin Fee - For incorrectly microchipped/no microchip dog	Day 3	115.00	118.00	2.6%
Stray Dogs - Admin Fee - For incorrectly microchipped/no microchip dog	Day 4	135.00	138.00	2.2%
Stray Dogs - Admin Fee - For incorrectly microchipped/no microchip dog	Day 5	155.00	159.00	2.6%
Stray Dogs - Admin Fee - For incorrectly microchipped/no microchip dog	Day 6	175.00	179.00	2.3%
Stray Dogs - Admin Fee - For incorrectly microchipped/no microchip dog	Day 7	195.00	199.00	2.1%
Kennelling	Per Day	Included above	Included above	0.0%
Micro-Chipping		15.00	15.00	0.0%
Dog Fouling Offence		80.00	80.00	0.0%
Return of Stray Dog		40.00	41.00	2.5%
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		55.00	56.00	1.8%
Littering FPN		80.00	80.00	0.0%
s46/s47 EPA Offences (early payment)		78.75	81.00	2.9%
s46/s47 EPA Offences (full)		105.00	107.00	1.9%
s33 EPA Fixed Penalty Notice (early payment if paid within 10 days)		250.00	256.00	2.4%
s33 EPA Fixed Penalty Notice (full)		375.00	384.00	2.4%
Nuisance Vehicles / Vehicle Trading (street) (early repayment)		75.00	77.00	2.7%
Nuisance Vehicles / Vehicle Trading (street) (full)		100.00	100.00	0.0%
s34 EPA Fixed Penalty Notice (early payment if paid within 10 days)		n/a	200.00	0.0%
s33 EPA Fixed Penalty Notice (full)		n/a	300.00	0.0%
Littering From Vehicles Outside London Regulations 2018 (Full)		n/a	100.00	0.0%
Littering From Vehicles Outside London Regulations 2018 (Early Payment)		n/a	75.00	0.0%
Community Protection Notice (Full)		n/a	100.00	0.0%
Community Protection Notice (Early Repayment)		n/a	75.00	0.0%
PSPO FPN (Full)		n/a	100.00	0.0%
PSPO FPN (Early Repayment)		n/a	75.00	0.0%
Environmental Protection				
High Hedges		455.00	465.00	2.2%
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	82.00	2.5%
Food Safety				
Health Certificates (x2 plus site visit)		75.00	77.00	2.7%
Health Certificates (additional copies up to 4)		28.50	29.00	1.8%
General Endorsement Certificate		n/a	29.00	0.0%
Food Hygiene Requested Revisits (new charge)		n/a	175.00	0.0%
3 hours Safer Food Better Business Coaching (new charge) plus 50% fee per additional person from the same business		n/a	120.00	0.0%
Food hygiene advisory visits (pre-opening/new businesses/pre inspection) with report (new charge)	Per Hour	n/a	75.00	0.0%
Health & safety advisory visits (pre-opening/new businesses/pre inspection) with report (new charge)	Per Hour	n/a	75.00	0.0%

STRATEGIC PLANNING & ENVIRONMENT COMMITTEE PROPOSED FEES AND CHARGES 2019/20				
	Unit Measurement	2018/19 Charge	2019/20 Proposed Charge	% Change
Pest Control				
Rats (up to 3 visits)		60.00	61.00	1.7%
Rats (up to 3 visits) Dacorum Card		30.00	31.00	3.3%
Mice (up to 3 visits)		60.00	61.00	1.7%
Fleas per visit (2 bedrooms and 2 living rooms only)		55.00	56.00	1.8%
Fleas - Additional Rooms		20.00	20.00	0.0%
Wasps/hornets (1 nest killed - not removed)		48.00	49.00	2.1%
Wasps/hornets - Additional Nest		18.00	18.00	0.0%
Ants (one nest killed)		70.00	72.00	2.9%
Cockroaches per visit (2 bedrooms & 2 living rooms only)		40.00	41.00	2.5%
Cockroaches - Additional Room		20.00	20.00	0.0%
Squirrels up to 3 visits		120.00	123.00	2.5%
Cluster Fly (one treatment)		73.00	75.00	2.7%
Other Per hour (min 1 hr)		74.00	76.00	2.7%
Call Out Advice - No pest treated		40.00	41.00	2.5%
Glis glis - up to 4 visits		150.00	153.00	2.0%
Glis glis - Additional visit		25.00	26.00	4.0%
Glis glis - Cage deposit (refundable)		25.00	26.00	4.0%
Cesspool Emptying				
DBC (inside) - All Charges Include £100 transport charge				
Up to 1000		162.00	166.00	2.5%
Up to 2000		219.00	224.00	2.3%
Up to 3000		330.00	338.00	2.4%
Up to 4000		387.00	396.00	2.3%
Up to 5000		496.00	507.00	2.2%
Up to 6000		554.00	567.00	2.3%
Up to 8000		721.00	738.00	2.4%
Up to 10000		889.00	909.00	2.2%
Up to 12000		1,056.00	1,080.00	2.3%
DBC (outside) - All Charges Include £130 transport charge				
Up to 1000		194.00	198.00	2.1%
Up to 2000		251.00	257.00	2.4%
Up to 3000		360.00	368.00	2.2%
Up to 4000		418.00	428.00	2.4%
Up to 5000		528.00	540.00	2.3%
Up to 6000		586.00	599.00	2.2%
Up to 8000		753.00	770.00	2.3%
Up to 10000		920.00	941.00	2.3%
Up to 12000		1,087.00	1,112.00	2.3%
Waste - Bulk Collections				
Bulk Collections	Up to 3 Items	33.00	34.00	3.0%
Bulk Collections	Up to 6 Items	60.00	61.00	1.7%
Bulk Collections - Other individual items	Bespoke Fee	n/a	n/a	0.0%
Bulk Collections - Concessions	Up to 3 Items	27.00	28.00	3.7%
Bulk Collections - Concessions	Up to 6 Items	42.00	43.00	2.4%
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	51.00	2.0%
Delivery of additional green bin	Per bin	25.00	26.00	4.0%
Collection of a missed bin	Per bin	40.00	41.00	2.5%
* 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				

STRATEGIC PLANNING & ENVIRONMENT COMMITTEE PROPOSED FEES AND CHARGES 2019/20

	Unit Measurement	2018/19 Charge	2019/20 Proposed Charge	% Change
Waste - Commercial				
Container Rental - 360 Litre	Per Annum	29.12	29.80	2.3%
Container Rental - 770 Litre	Per Annum	62.28	63.76	2.4%
Container Rental - 850 Paladin	Per Annum	69.00	70.56	2.3%
Container Rental - 940 Paladin	Per Annum	79.56	81.36	2.3%
Container Rental - 1100 Litre	Per Annum	93.16	95.28	2.3%
Container Rental - 1280 Litre	Per Annum	108.36	110.84	2.3%
Container Emptying - 360 Litre	Per Lift	6.04	6.22	3.0%
Container Emptying - 770 Litre	Per Lift	12.92	13.30	2.9%
Container Emptying - 850 Paladin	Per Lift	16.03	16.51	3.0%
Container Emptying - 940 Paladin	Per Lift	17.08	17.58	3.0%
Container Emptying - 1100 Litre	Per Lift	18.98	19.55	3.0%
Container Emptying - 1280 Litre	Per Lift	22.11	22.76	2.9%
Container Emptying - Schools Only - 770 Litre	Per Lift	5.20	5.32	2.3%
Container Emptying - Schools Only - 850 Paladin	Per Lift	6.09	6.23	2.3%
Container Emptying - Schools Only - 940 Paladin	Per Lift	6.81	6.96	2.2%
Container Emptying - Schools Only - 1100 Litre	Per Lift	7.97	8.15	2.3%
Container Emptying - Schools Only - 1280 Litre	Per Lift	9.28	9.49	2.3%
Commercial Waste Collections (additional empties)	Per empty	13.62	14.00	2.8%
Sacks	per 50 sacks	97.00	99.00	2.1%
Sack Sales				
Bio Sacks	Per 25 Sacks	6.25	6.50	4.0%
Bio Sacks (Dacorum Card 25% discount)	Per 25 Sacks	4.75	5.00	5.3%
Kaddy Bio Sacks	Per roll of 52	2.00	2.00	0.0%
Domestic Black Sacks	Per 10 Sacks	1.25	1.50	20.0%
Domestic Black Sacks (Dacorum Card)	Per 10 Sacks	1.00	1.00	0.0%
Weighbridge				
Weighing	Single weigh	10.00	10.50	5.0%
Weighing	Double weigh	13.00	13.50	3.8%
Street Sweeping				
Sweeping/Cleaning of non DBC land	Per Hour	42.00	43.00	2.4%

STRATEGIC PLANNING & ENVIRONMENT COMMITTEE PROPOSED FEES AND CHARGES 2019/20				
	Unit Measurement	2018/19 Charge	2019/20 Proposed Charge	% Change
Building Control - (Fees include VAT @ 20% where applicable)				
Schedule 1 - New Dwellings - Full Plans and Inspection Charges				
1 Dwelling		957.69	996.00	4.0%
2 Dwellings		1,136.91	1,176.00	3.4%
3 Dwellings		1,328.61	Quote	0.0%
4 Dwellings		1,532.84	Quote	0.0%
5 Dwellings		1,749.56	Quote	0.0%
Each Additional Dwelling		Quote	Quote	0.0%
Conversion of dwelling into 2 flats		830.16	Quote	0.0%
Conversion of dwelling into 3 flats		974.20	Quote	0.0%
Schedule 1 - New Dwellings - Building Notice				
1 Dwelling		Quote	996.00	0.0%
2 Dwellings		Quote	1,176.00	0.0%
3 Dwellings		Quote	Quote	0.0%
4 Dwellings		Quote	Quote	0.0%
5 Dwellings		Quote	Quote	0.0%
Each Additional Dwelling		Quote	Quote	0.0%
Conversion of dwelling into 2 flats		873.88	Quote	0.0%
Conversion of dwelling into 3 flats		999.13	Quote	0.0%
Schedule 2 - Extensions, Alterations, Conversions and Garages - Full Plans - Plan and Inspection Charge (by area)				
Attached Garage / Car Port less than 30m ²		388.91	Quote	0.0%
Detached Garage / Car Port 30m ² to 100m ²		494.31	Quote	0.0%
Extensions & Loft Conversions where floor area does not exceed 6m ²		567.06	540.00	-4.8%
As above including other works up to £5,000		610.62	n/a	0.0%
Extensions & Loft Conversions where floor area exceeds 6m ² but does not exceed 10m ²		567.06	714.00	25.9%
As above including other works up to £5,000		610.62	n/a	0.0%
Extensions & Loft Conversions where floor area exceeds 10m ² but does not exceed 20m ²		734.90	780.00	6.1%
As above including other works up to £5,000		806.00	n/a	0.0%
Extensions & Loft Conversions where floor area exceeds 20m ² but does not exceed 40m ²		734.90	840.00	14.3%
As above including other works up to £5,000		806.00	n/a	0.0%
Extensions & Loft Conversions where floor area exceeds 40m ² but does not exceed 100m ²		952.88	1,140.00	19.6%
As above including other works up to £5,000		1,058.60	n/a	0.0%
Loft conversions		735.87	n/a	0.0%
Garage Conversions - Plans only		110.00	n/a	0.0%
Conversion of a domestic garage into a habitable room(s)		n/a	420.00	0.0%
Habitable detached building up to 100m ²		811.02	n/a	0.0%
Erection or extension of a domestic garage or carport up to 100m ²		494.31	540.00	9.2%
Replacement of up to five windows/external doors of an existing dwelling		n/a	126.00	0.0%
Replacement of more than five windows/external doors of an existing dwelling		n/a	210.00	0.0%
Schedule 2 - Extensions, Alterations, Conversions and Garages - Building Notice (by area)				
Attached Garage / Car Port less than 30m ²		406.85	Quote	0.0%
Detached Garage / Car Port 30m ² to 100m ²		505.09	Quote	0.0%
Extensions & Loft Conversions where floor area does not exceed 6m ²		602.59	540.00	-10.4%
As above including other works up to £5,000		650.11	n/a	0.0%
Extensions & Loft Conversions where floor area exceeds 6m ² but does not exceed 10m ²		602.59	714.00	18.5%
As above including other works up to £5,000		650.11	n/a	0.0%
Extensions & Loft Conversions where floor area exceeds 10m ² but does not exceed 20m ²		764.07	780.00	2.1%
As above including other works up to £5,000		841.50	n/a	0.0%
Extensions & Loft Conversions where floor area exceeds 20m ² but does not exceed 40m ²		764.07	840.00	9.9%
As above including other works up to £5,000		841.50	n/a	0.0%
Extensions & Loft Conversions where floor area exceeds 40m ² but does not exceed 100m ²		981.28	1,140.00	16.2%
As above including other works up to £5,000		1,096.19	n/a	0.0%
Loft conversions		749.91	n/a	0.0%
Conversion of a domestic garage into a habitable room(s)		392.91	420.00	6.9%
Habitable detached building up to 100m ²		851.86	n/a	0.0%
Erection or extension of a domestic garage or carport up to 100m ²		505.09	540.00	6.9%
Replacement of up to five windows/external doors of an existing dwelling		194.33	126.00	-35.2%
Replacement of more than five windows/external doors of an existing dwelling		194.33	210.00	8.1%
Upgrading a thermal element		194.33	n/a	0.0%
Cavity Fill		194.33	n/a	0.0%

STRATEGIC PLANNING & ENVIRONMENT COMMITTEE PROPOSED FEES AND CHARGES 2019/20				
	Unit Measurement	2018/19 Charge	2019/20 Proposed Charge	% Change
Schedule 3 - Alteration & All Other Building Works - Full Plans - Plan and Site Inspection Combined Charges (by value)				
Estimated Cost up to £1,000		n/a	240.00	0.0%
Estimated Cost between £1,001 and £2,000		n/a	318.00	0.0%
Estimated Cost between £2,001 and £5,000		331.78	348.00	4.9%
Estimated Cost between £5,001 and £10,000		428.04	444.00	3.7%
Estimated Cost between £10,001 and £20,000		524.30	540.00	3.0%
Estimated Cost £20,001 and over		Quote	Quote	0.0%
Schedule 3 - Alteration & All Other Building Works - Building Notice Domestic & Commercial (by value)				
Estimated Cost up to £1,000		n/a	240.00	0.0%
Estimated Cost between £1,001 and £2,000		n/a	318.00	0.0%
Estimated Cost between £2,001 and £5,000		353.56	348.00	-1.6%
Estimated Cost between £5,001 and £10,000		451.53	444.00	-1.7%
Estimated Cost between £10,001 and £20,000		560.87	540.00	-3.7%
Estimated Cost £20,001 and over		Quote	Quote	0.0%
Additional Charges for Solid Fuel Appliances				
Installing a solid fuel appliance like a stove or a boiler (wood, coal, oil etc) (If installation is part of any other work like an extension, please add this to the other charge)		n/a	276.00	0.0%
Non-Domestic Extensions - Full Plans - Plan and Inspection Charges Combined				
Extension less than 6m ²		688.97	540.00	-21.6%
Extensions 6m ² to 10m ²		688.97	714.00	3.6%
Extension 10m ² to 20m ²		815.84	780.00	-4.4%
Extensions 20m ² to 40m ²		815.84	840.00	3.0%
Extensions 40m ² to 100m ²		953.24	1,140.00	19.6%
Non-Domestic Alteration & All Other Building Works - Full Plans - Plan and Inspection Charges Combined (by value)				
Estimated Cost up to £1,000		419.06	240.00	-42.7%
Estimated Cost between £1,001 and £2,000		419.06	318.00	-24.1%
Estimated Cost between £2,001 and £5,000		419.06	348.00	-17.0%
Estimated Cost between £5,001 and £10,000		502.78	444.00	-11.7%
Estimated Cost between £10,001 and £20,000		590.58	540.00	-8.6%
Estimated Cost £20,001 and over		Quote	Quote	0.0%
Building Control - Copy Documents and Other Miscellaneous Charges				
Searching of historic records	per hour or part thereof	n/a	30.00	0.0%
Copy of Completion Certificate		19.80	25.00	26.3%
Site inspection for completion certificate (over 12 months)		n/a	60.00	0.0%
Copy of notice of decision		19.80	25.00	26.3%
Stamped approved plans	per plan	n/a	20.00	0.0%
Additional inspections for quality of building works including help with snagging list		n/a	20% of original charge	0.0%
Pre-application advice including 'Do I need permission?' (fee refunded if using Dacorum Borough Council)		n/a	40.00	0.0%
Administration charges for dangerous buildings, demolitions historic buildings		n/a	10% of cost plus £50 per hour	0.0%
Additional inspections requested by the contractor		n/a	5% of original charge	0.0%
Additional work carried out on site		Quote	Quote	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 at least 125% of fees and are not subject to VAT.				

STRATEGIC PLANNING & ENVIRONMENT COMMITTEE PROPOSED FEES AND CHARGES 2019/20

	Unit Measurement	2018/19 Charge	2019/20 Proposed Charge	% Change
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	462.00	462.00	0.0%
Site Area > 2.5 Hectares Fixed Fee (plus variable fee below) - Categories 1, 2 & 3	fixed fee	11,432.00	11,432.00	0.0%
Site Area > 2.5 Hectares Variable Fee - Categories 1, 2 & 3 (max of £125,000)	per 0.1 hectares above 2.5	138.00	138.00	0.0%
Site Area less than 15 Hectares - Categories 9* and 11	per 0.1 hectare	234.00	234.00	0.0%
Site Area > 15 Hectares Fixed Fee (plus variable fee below) - Categories 9* & 11	fixed fee	34,934.00	34,934.00	0.0%
Site Area > 15 Hectares Variable Fee - Categories 9* & 11 (max of £65,000)	per 0.1 hectares above 15	138.00	138.00	0.0%
Other: Category 9 (maximum £250,000)	per 0.1 hectare	234.00	234.00	0.0%
* 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				
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	462.00	462.00	0.0%
Greater than 50 Dwelling Houses Fixed Fee (plus variable fee below) - Category 2	Fixed Fee	22,859.00	22,859.00	0.0%
Greater than 50 Dwelling Houses Variable Fee - Category 2 (maximum of £250,000) - Category 2	Per Dwelling House > 50	138.00	138.00	0.0%
Where no Floor space created - Category 2	Fixed Fee	234.00	234.00	0.0%
Where Floor space Created less than 40m ² - Category 2	Fixed Fee	234.00	234.00	0.0%
Where Floor space Created Between 40m ² and 75m ² - Category 2	Fixed Fee	462.00	462.00	0.0%
Where Floor space Created Between 75m ² and 3750m ² - Category 2	Per 75m ²	462.00	462.00	0.0%
Where Floor space Greater than 3750m ² Fixed Fee (plus variable fee below) - Category 2	Fixed Fee	22,859.00	22,859.00	0.0%
Where Floor space Greater than 3750m ² Variable Fee (maximum of £250,000) - Category 2	Per 75m ² > 3750m ²	138.00	138.00	0.0%
Where Floor space Created less than 465m ² - Category 3	Fixed Fee	96.00	96.00	0.0%
Where Floor space Created Between 465m ² and 540m ² - Category 3	Fixed Fee	462.00	462.00	0.0%
Where Floor space Created Between 540m ² and 4215m ² Fixed Fee (plus variable fee below) - Category 3	Fixed Fee	462.00	462.00	0.0%
Where Floor space Created Between 540m ² and 4215m ² Variable Fee - Category 3	Per 75m ² > 540m ²	462.00	462.00	0.0%
Where Floor space Created Over 4215m ² Fixed Fee (plus variable fee below) - Category 3	Fixed Fee	22,859.00	22,859.00	0.0%
Where Floor space Created Over 4215m ² Variable Fee (maximum of £250,000) - Category 3	Per 75m ² > 4215m ²	138.00	138.00	0.0%
Where Floor space Created less than 465m ² - Categories 4 & 5	Fixed Fee	96.00	96.00	0.0%
Where Floor space Created greater than 465m ² - Categories 4 & 5	Fixed Fee	2,580.00	2,580.00	0.0%
Enlargement, Improvement or Other Alteration for one Dwelling House - Category 6	Fixed Fee	206.00	206.00	0.0%
Enlargement, Improvement or Other Alteration for more than one Dwelling House - Category 6	Fixed Fee	407.00	407.00	0.0%
Site Area less than 5 Hectares - Category 5	Per 0.1 hectare	462.00	462.00	0.0%
Site Area > 5 Hectares Fixed Fee (plus variable fee below) - Category 5	Fixed Fee	22,859.00	22,859.00	0.0%
Site Area > 5 Hectares Variable Fee - Category 6 (max of £250,000)	Per 0.1 hectares above 5	138.00	138.00	0.0%
Site Area less than 7.5 Hectares - Category 8	Per 0.1 hectare	462.00	462.00	0.0%
Site Area > 7.5 Hectares Fixed Fee (plus variable fee below) - Category 8	Fixed Fee	34,934.00	34,934.00	0.0%
Site Area > 7.5 Hectares Variable Fee - Category 8 (max of £250,000)	Per 0.1 hectares above 7.5	138.00	138.00	0.0%
Operations within curtilage - Category 7a	Fixed Fee	206.00	206.00	0.0%
Car Park, Service Roads & Means of Access - Category 7b	Fixed Fee	234.00	234.00	0.0%
Change from Single Dwelling House to use as less than 50 Dwelling Houses - Category 10a	Per additional Dwelling House	462.00	462.00	0.0%
Change from Single Dwelling House to use as >50 Dwelling Houses Fixed Fee (plus variable fee below) - Category 10a	Fixed Fee	22,859.00	22,859.00	0.0%
Change from Single Dwelling House to use as >50 Dwelling Houses Variable Fee (maximum of £250,000) - Category 10a	Per each dwelling house >50	138.00	138.00	0.0%
Change of use to <50 dwelling houses (Other Cases) - Category 10b	Per additional Dwelling House	462.00	462.00	0.0%
Change of use to >50 dwelling houses (Other Cases) Fixed Fee (plus variable fee below) - Category 10a	Fixed Fee	22,859.00	22,859.00	0.0%
Change of use to >50 dwelling houses (Other Cases) Variable Fee (maximum of £250,000) - Category 10a	Per each dwelling house >50	138.00	138.00	0.0%
Change of Use not included in Categories 9 or 10	Fixed Fee	462.00	462.00	0.0%
Applications for permission in principle	Per 0.1 hectare	402.00	402.00	0.0%

STRATEGIC PLANNING & ENVIRONMENT COMMITTEE PROPOSED FEES AND CHARGES 2019/20				
	Unit Measurement	2018/19 Charge	2019/20 Proposed Charge	% Change
Schedule 2 - Other Planning Application				
Advert On Business Premises, Forecourt or curtilage		132.00	132.00	0.0%
Advert To Direct Public or Draw Attention to Business Premises not Visible		132.00	132.00	0.0%
Advert All Other Cases		462.00	462.00	0.0%
Approval/variation /discharge of condition		234.00	234.00	0.0%
Request for confirmation that conditions complied with		116.00	116.00	0.0%
Request for confirmation that conditions complied with (householder)		34.00	34.00	0.0%
Application for non material amendment- householder		34.00	34.00	0.0%
application for non material amendment-other		234.00	234.00	0.0%
Lawful development certificate - existing use		234.00	234.00	0.0%
Prior approval - agriculture		96.00	96.00	0.0%
Prior approval - telecoms		462.00	462.00	0.0%
Prior approval - schools		96.00	96.00	0.0%
Prior approval - from agriculture to schools		96.00	96.00	0.0%
Prior approval - from agriculture to commercial use		96.00	96.00	0.0%
Prior approval - from office to residential		96.00	96.00	0.0%
Prior approval - from agriculture to residential (no associated building operations)		96.00	96.00	0.0%
Prior approval - from agriculture to residential (associated building operations)		206.00	206.00	0.0%
Prior approval - from retail to residential (no associated building operations)		96.00	96.00	0.0%
Prior approval - from retail to residential (associated building operations)		206.00	206.00	0.0%
Prior approval - temporary state funded school		96.00	96.00	0.0%
Prior approval - temporary use for film making		96.00	96.00	0.0%
Prior approval - solar PV equipment up to 1mgw		96.00	96.00	0.0%
Prior approval - collection facility within curtilage of a shop		96.00	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		2,200.00	2,500.00	13.6%
Category A - Significant Major Development		3,300.00	3,600.00	9.1%
Category B - Very large Major Development		2,200.00	2,400.00	9.1%
Category C - Major Developments		1,100.00	1,200.00	9.1%
Category D - Minor Developments		330.00	360.00	9.1%
Category E - Minor Developments		165.00	180.00	9.1%
Category F - Householder Applications		72.00	80.00	11.1%
Plus additional meeting (inclusive of VAT)				
Category A - Significant Major Development		660.00	720.00	9.1%
Category B - Very large Major Development		440.00	490.00	11.4%
Category C - Major Developments		220.00	240.00	9.1%
Category D - Minor Developments		110.00	120.00	9.1%
Category E - Minor Developments		55.00	60.00	9.1%
Category F - Householder Applications		55.00	60.00	9.1%
Post application charges (new charges) (inclusive of VAT)				
Category A - Significant Major Development		330.00	360.00	9.1%
Category B - Very large Major Development		220.00	240.00	9.1%
Category C - Major Developments		110.00	120.00	9.1%
Category D - Minor Developments		83.00	100.00	20.5%
Category E - Minor Developments		55.00	60.00	9.1%
Category F - Householder Applications		28.00	30.00	7.1%
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	Recharged at cost	

DRAFT HOUSING REVENUE ACCOUNT BUDGET SUMMARY 2018/19 & 2019/20								
		2018/19			2019/20			
£000	Note	Original 2018/19	Forecast Outturn	Variance	Growth / (Savings)	Estimate 2019/20 1st OSC 4.12.18	Growth / (Savings) 2nd OSC 5.2.19	Estimate 2019/20 2nd OSC 5.2.19
Income								
Dwelling Rents	1	(53,044)	(52,804)	240	500	(52,544)	8	(52,536)
Non-Dwelling Rents		(102)	(145)	(43)	0	(102)		(102)
Tenant Service Charges	2	(1,512)	(1,644)	(132)	(54)	(1,566)	(60)	(1,626)
Leaseholder Charges		(487)	(528)	(41)	0	(487)		(487)
Interest and Investment Income	3	(390)	(376)	14	(45)	(435)		(435)
Contributions to Expenditure	4	(535)	(535)	0	(110)	(645)		(645)
Total Income		(56,070)	(56,032)	38	291	(55,779)	(52)	(55,831)
Expenditure								
Repairs and Maintenance	5	12,113	12,113	0	(35)	12,078	(10)	12,068
Revenue Contribution to Capital	6	7,285	7,190	(95)	(1,324)	5,961	(481)	5,480
Supervision & Management	7	12,043	12,182	139	354	12,397	386	12,783
Corporate and Democratic Core		301	301	0	0	301	6	307
Rent, Rates, Taxes & Other Charges		34	71	37	0	34	1	35
Provision for Bad Debts	8	700	700	0	275	975		975
Interest Payable	9	11,594	11,594	0	(36)	11,558		11,558
Depreciation	10	12,000	12,000	0	475	12,475	150	12,625
Total Expenditure		56,070	56,151	81	(291)	55,779	52	55,831
HRA Deficit / (Surplus)		0	119	119	0	0	0	0
Housing Revenue Account Balance:								
Opening Balance at 1 April		(2,892)	(2,892)	0		(2,892)		(2,892)
Deficit / (Surplus) for the year		0	0	0		0		0
Closing Balance at 31 March		(2,892)	(2,892)	0		(2,892)		(2,892)

SUMMARY OF MAJOR MOVEMENTS IN HOUSING REVENUE ACCOUNT BUDGET 2018/19 - 2019/20

Note 1 - Dwelling Rents

The budget for Dwelling Rents reflects the final year of the 1% reduction in social rents announced by the Government in July 2015. The average dwelling rent is proposed to reduce from £101.22 in 2018/19 to £100.08 in 2019/20.

Note 2 - Tenant Service Charges

There is additional income of £54k on this line due to a grant from Herts County Council that was expected to have ceased. An additional £60k is also expected from service charge recovery on new properties.

Note 3 - Interest and Investment Income

There is an increase to the draft budget for 2019/20 due to increase in interest rates.

Note 4 - Contributions to Expenditure

The budget for Contributions to Expenditure has been increased by £70k to reflect an increase in income from minor capital receipts. In addition there is a budgeted increase of £40k from a new policy of charging leaseholders for alterations work. Income to be generated via a new post shown in Supervision and Management.

Note 5 - Repairs & Maintenance

There is a minor amendment to the budget for Repairs and Maintenance budget through investment in a maintenance officer to address disrepair claims at an early stage, which will lead to savings in repairs costs. Savings to be generated via a new post shown in Supervision and Management.

Note 6 - Revenue Contribution to Capital

The Revenue Contribution to Capital has reduced year on year, as a result of operational activities including reduced income from rents due to government policy and additional costs incurred maintaining the current asset portfolio. The capital programme is fully funded over the next 3 years through utilisation of capital receipts, capital grants and revenue contributions.

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 2.4%. Utilities budgets also include inflation of 5%.

Growth of £75k for a specialist Universal Credit income officer and new income analysis technology to improve efficiency in rent collection.

Growth of 2 posts recovered in increased income and reduced repairs (as above).

Growth of £120k in the new build team to contribute to delivery of the revised capital programme.

Increased recharge to the HRA from the General Fund to reflect updated share of central costs.

Note 8 - Provision for Bad Debts

The provision for bad debts has been increased by £300k in 2018/19 to allow for the part year effect of the implementation of Universal Credit. The new income analysis technology is expected to help reduce arrears and therefore have a positive impact on the level of bad debt.

Note 9 - Interest Payable

This line reflects the interest payment due on the HRA self-financing loan taken out in 2012.

Note 10 - 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.

NEW AND AMENDED GENERAL FUND CAPITAL BIDS 2018/19 - 2023/24

Summary	2018/19 £000	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000	2023/24 £000	Total £000
Current Overall Programme	24,691	14,082	2,848	9,525	4,733	0	55,879
New Bids	0	1,874	1,500	285	345	1,384	5,388
Rephased and Amended Schemes	(7,686)	788	3,576	(4,091)	2,696	1,967	(2,750)
Revised Overall Programme	17,005	16,744	7,924	5,719	7,774	3,351	58,517

NEW BIDS	2018/19 £000	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000	2023/24 £000	Total £000
<u>FINANCE & RESOURCES</u>							
Commercial Assets and Property Development (Richard Rice)							
Service Lease Domestic Properties				30		30	60
Central Nursery roof replacement		15					15
Victoria Hall Tring staircase renewal		20					20
Northbridge Road highway improvements		45					45
Queens Square canopy renewal		50					50
Procurement and Contracted Services (Ben Hosier)							
Works to The Forum - pigeon proofing of photovoltaic panels		20					20
Multi-functional devices refresh				90			90
Leisure works - Berkhamsted Swimming pool walls refurbishment		33					33
Leisure works - Jarmans Athletics track renew floodlights		18					18
Leisure works - Replacement of disability hoists (Hemel and Berkhamsted)		20					20
Leisure works - Replacement of fire exit door (Hemel)		20					20
Leisure works - Replacement of circulation pump (Hemel)		12					12
Leisure works - Replace pool cover structure (Hemel)		64					64
Leisure works - Replace Air Handling Unit in the pool (Hemel)		390					390
Leisure works - Replace Air Handling Unit in the gym (Hemel)			150				150
Leisure works - Replace Air Handling Unit in the sports hall (Hemel)			250				250

NEW AND AMENDED GENERAL FUND CAPITAL BIDS 2018/19 - 2023/24

NEW BIDS	2018/19 £000	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000	2023/24 £000	Total £000
FINANCE & RESOURCES cont.							
Procurement and Contracted Services (Ben Hosier) cont.							
Car Park Refurbishment - The Gables		60					60
Car Park Refurbishment - Alexandra Road		60					60
Car Park Refurbishment - Canal Fields			100				100
Information, Communication and Technology (Ben Trueman)							
Rolling Programme - Hardware						75	75
Software Licences - Right of Use						50	50
People and Performance (Matthew Rawdon)							
Community Grants						20	20
<u>STRATEGIC PLANNING & ENVIRONMENT</u>							
Environmental Services (Craig Thorpe)							
Wheeled Bins & Boxes for New Properties		10	10	10	10	10	50
Waste & Recycling Service Improvements		36					36
Fleet Replacement Programme		75	873	0	272	13	1,233
Fleet Services Renew Plant and Equipment		47					47
Cupid Green Waste Site Renovation		100					100
Fleet Management system upgrade		34					34
Cupid Green Welfare Facilities		90					90
Strategic Planning and Regeneration (Chris Taylor)							
Town Centre Access Improvements		165					165
Property & Place (Alan Mortimer)							
Disabled Facilities Grants						741	741
<u>HOUSING & COMMUNITY</u>							
Procurement and Contracted Services (Ben Hosier)							
Rolling Programme - CCTV Cameras						25	25
CCTV equipment refresh		490	117	155	63	70	895
People and Performance (Matthew Rawdon)							
Verge Hardening Programme						350	350
TOTAL - NEW BIDS	0	1,874	1,500	285	345	1,384	5,388

NEW AND AMENDED GENERAL FUND CAPITAL BIDS 2018/19 - 2023/24

REPHASED AND AMENDED SCHEMES	2018/19 £000	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000	2023/24 £000	Total £000
<u>FINANCE & RESOURCES</u>							
Commercial Assets and Property Development (Richard Rice)							
Strategic Acquisitions		(1,750)	1,750				0
Old Town Hall - Café roof and stonework renewal	(60)	60					0
Demolition of Civic Centre	(395)	395					0
Tring Community Centre - new play area for Children's Nursery	(11)	11					0
Rossgate Shopping Centre - Structural Works	(301)	301					0
100 High St (Old Town), Hemel - Window Replacement	(14)	14					0
Long Chaulden - Roof Renovations	(56)	56					0
Bellgate - Walkway Renovation	(66)	66					0
Bunkers Farm	(575)	575					0
Demolish Gadebridge Park Green-Keeper's Shed	(20)	20					0
Procurement and Contracted Services (Ben Hosier)							
Dacorum Athletics Track	(550)	(2,250)	200				(2,600)
Berkhamsted Sports Centre - Roof Replacement		(150)					(150)
Hemel Hempstead Sports Centre - Astro turf renewal	(70)	70					0
Car Park Refurbishment	(348)	348					0
Multi Storey Car Park Berkhamsted	(1,308)	1,308					0
							0
Development Management and Planning (Sara Whelan)							0
Planning Software Replacement	(50)	50					0
							0
Information, Communication and Technology (Ben Trueman)							0
Website Development	(25)	25					0
Future Vision of CRM	(245)	125	120				0

NEW AND AMENDED GENERAL FUND CAPITAL BIDS 2018/19 - 2023/24

REPHASED AND AMENDED BIDS	2018/19 £000	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000	2023/24 £000	Total £000
<u>STRATEGIC PLANNING & ENVIRONMENT</u>							
Environmental Services (Craig Thorpe)							
Waste & Recycling Service Improvements	(30)	30					0
Fleet Replacement Programme	(1,684)	166	1,206	(21)	(19)	352	0
Fleet Services Renew Plant and Equipment	(155)	155					0
Gadebridge Park - Renovation of White Bridge	(200)	200					0
Fleet Services Renew Plant & Equipment							
Strategic Planning and Regeneration (Chris Taylor)							
Urban Park/Education Centre (Durrants Lakes)	(54)	(76)	130				0
Town Centre Access Improvements	(55)	55					0
The Bury - Conversion into Museum and Gallery	(55)	(265)	170	(1,950)	1,125	975	0
The Bury - Residential Development		(110)		(2,120)	1,590	640	0
REPHASED AND AMENDED BIDS	2018/19 £000	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000	2023/24 £000	Total £000
<u>HOUSING & COMMUNITY</u>							
Strategic Housing (David Barrett)							
Westerdale (Garage Development)	(1,164)	1,164					0
Northend (Garage Development)	(195)	195					0
TOTAL - REPHASED AND AMENDED BIDS	(7,686)	788	3,576	(4,091)	2,696	1,967	(2,750)

DRAFT CAPITAL PROGRAMME BY OSC 2018/19 TO 2023/24

Scheme		18/19 £'000	19/20 £'000	20/21 £'000	21/22 £'000	22/23 £'000	23/24 £'000
	GENERAL FUND						
	FINANCE & RESOURCES						
	Commercial Assets and Property Development (Richard Rice)						
1	Strategic Acquisitions			1,750			
2	Service Lease Domestic Properties		30		30		30
3	Old Town Hall - Cafe Roof and stonework renewal		60				
4	Demolition of Civic Centre	646	395				
5	Old Town Public Convenience Refurbishment	30					
6	Bennetts End Community Centre - Replace Roof	30					
7	Adeyfield Community Centre - replace roof	94					
8	Tring Community Centre - new play area for Children's Nursery	2	11				
9	Warners End Community Centre heating and doors	35					
10	Rossgate Shopping Centre - Structural Works	-	301				
11	Leys Road - Roof	34					
12	The Denes Shopping Centre - Renew Walkway & Canopy Covering	80					
13	Grovehill Shopping Centre - renew car park		30				
14	Silk Mill - Renew asphalt tanking to stairs	18					
15	58 High St (Old Town), Hemel - Remove and Rebuild Wall	42					
16	100 High St (Old Town), Hemel - Window Replacement	-	14				
17	Half Moon Yard - Replace soffit/facia & external facade	18					
18	Kingshill Cemetery - Toilet Provision	160					
19	Kingshill Cemetery Infrastructure (New Burial Area)	40					

DRAFT CAPITAL PROGRAMME BY OSC 2018/19 TO 2023/24

Scheme		18/19 £'000	19/20 £'000	20/21 £'000	21/22 £'000	22/23 £'000	23/24 £'000
FINANCE & RESOURCES							
Commercial Assets and Property Development (Richard Rice)							
20	Bunkers Farm	75	775				
21	Demolish Gadebridge Park Green-Keeper's Shed		20				
22	Long Chaulden - Roof Renovations	-	56				
23	Bellgate - Walkway Renovation	-	66				
24	Stoneycroft - Car Park Refurbishment		55				
25	Hobbs Hill - Window and Doors replacement		15				
26	Bennettsgate - Window Renewal		90				
27	Commercial Assets - Shopping Centres			400	400	400	
28	Central Nursery roof replacement		15				
29	Victoria Hall Tring staircase renewal		20				
30	Northbridge Road highway improvements		45				
31	Queens Square canopy renewal		50				
		1,304	2,048	2,150	430	400	30
Procurement and Contracted Services (Ben Hosier)							
32	Works to The Forum - pigeon proofing of photovoltaic panels		20				
33	Car Park Refurbishment	351	488	60			
34	Car Park Refurbishment - The Gables		60				
35	Car Park Refurbishment - Alexandra Road		60				
36	Car Park Refurbishment - Canal Fields			100			
37	Multi Storey Car Park Berkhamsted	2,085	2,470				
38	Multi-functional devices refresh				90		
39	Hemel Hempstead Sports Centre - Roof		100				
40	Dacorum Athletics Track - Resurface Track		200	200			
41	Hemel Hempstead Sports Centre - Astroturf renewal		70				
42	Berkhamsted Sports Centre - Roof Replacement	200					
43	Berkhamsted Sports Centre - Installation of new hot water calorifiers	50					
44	Berkhamsted Sports Centre - Building Management System	150					
45	Tring Swimming Pool	1,760					

DRAFT CAPITAL PROGRAMME BY OSC 2018/19 TO 2023/24

Scheme		18/19 £'000	19/20 £'000	20/21 £'000	21/22 £'000	22/23 £'000	23/24 £'000
FINANCE & RESOURCES							
Procurement and Contracted Services (Ben Hosier)							
46	Leisure works - Berkhamsted Swimming pool walls refurbishment		33				
47	Leisure works - Jarmans Athletics track renew floodlights		18				
48	Leisure works - Replacement of disability hoists (Hemel and Berkhamsted)		20				
49	Leisure works - Replacement of fire exit door (Hemel)		20				
50	Leisure works - Replacement of circulation pump (Hemel)		12				
51	Leisure works - Replace pool cover structure (Hemel)		64				
52	Leisure works - Replace Air Handling Unit in the pool (Hemel)		390				
53	Leisure works - Replace Air Handling Unit in the gym (Hemel)			150			
54	Leisure works - Replace Air Handling Unit in the sports hall (Hemel)			250			
		4,596	4,025	760	90	-	-

DRAFT CAPITAL PROGRAMME BY OSC 2018/19 TO 2023/24

Scheme		18/19 £'000	19/20 £'000	20/21 £'000	21/22 £'000	22/23 £'000	23/24 £'000
FINANCE & RESOURCES							
Information, Communication and Technology (Ben Trueman)							
55	Rolling Programme - Hardware	525	75	75	75	75	75
56	Software Licences - Right of Use	50	50	50	50	50	50
57	Website Development	16	25				
58	Mobile Working		45				
59	Future vision of CRM	134	135	130			
		725	330	255	125	125	125
Revenues, Benefits and Fraud (Chris Baker)							
60	Revenues and Benefits new servers	23					
		23	-	-	-	-	-
People and Performance (Matthew Rawdon)							
61	EIS Replacement	70					
62	Capital Grants - Community Groups	20	20	20	20	20	20
63	Improvement works to The Forum	280					
		370	20	20	20	20	20
Development Management and Planning (Sara Whelan)							
64	Planning Software Replacement	37	50				
		37	50	-	-	-	-
Housing & Regeneration Management (Mark Gaynor)							
65	Gade Zone	25					
		25	-	-	-	-	-
Finance & Operations Management (James Deane)							
66	Civic Zone Regeneration Upgrade (DevCo)		650				
		-	650	-	-	-	-
TOTAL - FINANCE & RESOURCES		7,080	7,123	3,185	665	545	175

DRAFT CAPITAL PROGRAMME BY OSC 2018/19 TO 2023/24

Scheme		18/19 £'000	19/20 £'000	20/21 £'000	21/22 £'000	22/23 £'000	23/24 £'000
HOUSING & COMMUNITY							
People and Performance (Matthew Rawdon)							
67	Verge Hardening Programme	284	350	350	350	350	350
68	Storage Facility at Grovehill APG	25					
		309	350	350	350	350	350
Procurement and Contracted Services (Ben Hosier)							
69	Rolling Programme - CCTV Cameras	25	25	25	25	25	25
70	Alarm Receiving Centre	65					
71	CCTV equipment refresh		490	117	155	63	70
		90	515	142	180	88	95
Strategic Housing (David Barrett)							
72	Westerdale (Garage Development)	208	1,349				
73	Northend (Garage Development)	208	380				
74	Affordable Housing Development Fund (fully funded from 141 Capital Receipts)	5,995	1,629	625	42		
75	Wood House - Office Space Fit Out	550					
		6,961	3,358	625	42	-	-
Strategic Housing (Natasha Beresford)							
76	Temporary Accommodation - creation of new units	60	90				
		60	90	-	-	-	-
TOTAL - HOUSING & COMMUNITY		7,420	4,313	1,117	572	438	445

DRAFT CAPITAL PROGRAMME BY OSC 2018/19 TO 2023/24

Scheme		18/19 £'000	19/20 £'000	20/21 £'000	21/22 £'000	22/23 £'000	23/24 £'000
	STRATEGIC PLANNING & ENVIRONMENT						
	Environmental Services (Craig Thorpe)						
77	Wheeled Bins & Boxes for New Properties	10	10	10	10	10	10
78	Fleet Replacement Programme	878	2,806	2,311	3,471	1,710	365
79	Fleet Services Renew Plant and Equipment	-	202				
80	Play Area Refurbishment Programme	279					
81	Waste & Recycling Service Improvements	90	66				
82	Commercial Waste Collection System	23					
83	Gadebridge Park - Splash Park	202					
84	Gadebridge Park - Infrastructure Improvements	137					
85	Gadebridge Park - Renovation of White Bridge	50	450				
86	Walled Garden Irrigation System (Gadebridge Park)	15					
87	Cupid Green Waste Site Renovation	-	100				
88	Fleet Management system upgrade	-	34				
89	Cupid Green Welfare Facilities		90				
		1,684	3,758	2,321	3,481	1,720	375
	Property & Place (Alan Mortimer)						
90	Disabled Facilities Grants	755	741	741	741	741	741
		755	741	741	741	741	741
	Strategic Planning and Regeneration (Chris Taylor)						
91	Urban Park/Education Centre (Durrants Lakes)	-	134	130			

DRAFT CAPITAL PROGRAMME BY OSC 2018/19 TO 2023/24

Scheme		18/19 £'000	19/20 £'000	20/21 £'000	21/22 £'000	22/23 £'000	23/24 £'000
STRATEGIC PLANNING & ENVIRONMENT							
92	Water Gardens	26					
93	Town Centre Access Improvements	20	620				
94	Hemel Street Furniture	20					
95	The Bury - Conversion into Museum and Gallery		55	320	150	2,100	975
96	The Bury - Residential Development			110	110	2,230	640
		66	809	560	260	4,330	1,615
STRATEGIC PLANNING & ENVIRONMENT							
TOTAL - STRATEGIC PLANNING & ENVIRONMENT		2,505	5,308	3,622	4,482	6,791	2,731
TOTAL - GENERAL FUND		17,005	16,744	7,924	5,719	7,774	3,351

DRAFT CAPITAL PROGRAMME BY OSC 2018/19 TO 2023/24

Scheme		18/19 £'000	19/20 £'000	20/21 £'000	21/22 £'000	22/23 £'000	23/24 £'000
	HOUSING REVENUE ACCOUNT						
	Property & Place (Alan Mortimer)						
97	Planned Fixed Expenditure	11,479	17,746	17,057	17,023	17,066	17,100
98	M&E Contracted Works	600					
99	Communal Gas & Heating	2,975					
100	DBC Commissioned Capital Works	1,096		750	750	986	750
101	Special Projects	50	907				
		16,200	18,653	17,807	17,773	18,052	17,850
	Strategic Housing (David Barrett)						
102	New Build - General Expenditure	222	7,565	9,390	18,650	22,350	3,500
103	Martindale	1,786	10,482	2,035			
104	Kylna Court (Previously known as Wood House)	4,935					
105	Stationers Place / Apsley Paper Mill	1,469	5,589				
106	Swing Gate Lane	912					
107	Swing Gate Lane Conversion	762					
		10,086	23,636	11,425	18,650	22,350	3,500
	TOTAL - HOUSING REVENUE ACCOUNT	26,286	42,289	29,232	36,423	40,402	21,350
	TOTAL CAPITAL PROGRAMME	43,291	59,033	37,156	42,142	48,176	24,701

DRAFT CAPITAL PROGRAMME BY OSC 2018/19 TO 2023/24

	18/19 £'000	19/20 £'000	20/21 £'000	21/22 £'000	22/23 £'000	23/24 £'000
CAPITAL FINANCING						
GENERAL FUND						
Capital Receipts and Reserves	6,345	6,500	3,200	4,870	3,630	2,181
141 Capital Receipts	6,120	2,148	625	42		
Grants and Contributions	905	1,394	937	807	1,665	1,170
Revenue Contributions to Capital	2,110					
Borrowing	1,525	6,702	3,162		2,479	
TOTAL - GENERAL FUND	17,005	16,744	7,924	5,719	7,774	3,351
GENERAL FUND YEAR END CAPITAL BALANCE	-	-	-	-	-	-
HOUSING REVENUE ACCOUNT						
Capital Receipts and Reserves	15,112	17,184	19,608	15,820	12,256	11,315
141 Capital Receipts	2,812	5,882	3,183	5,595	6,705	1,050
Grants and Contributions (S106)	1,172					
Revenue Contributions to Capital	7,190	5,480	5,597	6,407	6,972	
Borrowing		13,743	844	8,601	14,469	8,985
TOTAL - HOUSING REVENUE ACCOUNT	26,286	42,289	29,232	36,423	40,402	21,350
TOTAL - CAPITAL FINANCING	43,291	59,033	37,156	42,142	48,176	24,701

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	(35)	465	(165)	300		300		300		300
Earmarked Grants Reserve	202	(99)	103	(61)	42	(10)	32		32		32
Management of Change Reserve	1,750	(324)	1,425	(453)	972	34	1,006	350	1,356	350	1,706
Technology Reserve	56		56	200	256		256		256		256
Savings Efficiencies Reserve	0		0	604	604	317	921	244	1,165		1,165
On Street Car Parking Reserve	242	(30)	212	(20)	192	(56)	136		136		136
Local Development Framework Reserve	100	(34)	66	(66)	0	254	254		254		254
Dacorum Development Reserve	356	(192)	164	(160)	4	3,134	3,138	500	3,638		3,638
Planning Enforcement & Appeals Reserve	75	(21)	54		54		54		54		54
Planning & Regeneration Project Reserve	158	(17)	141	(67)	74		74		74		74
Litigation Reserve	148	53	201	86	287	200	487		487		487
Vehicle Replacement Reserve	700	350	1,050	350	1,400	350	1,750	350	2,100	(1,750)	350
Invest to Save	248		248	(30)	218	166	384		384		384
Tring Swimming Pool Repairs Reserve	0	8	8	8	16		16		16		16
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		586	(86)	500		500		500		500
Training & Development Reserve	88	(32)	56	(33)	23	(23)	0		0		0
Housing Conditions Survey Reserve	81	15	96		96	(35)	61	15	76	15	91
Dacorum Partnership Reserve	58	(19)	39		39		39		39		39
Dacorum Rent Aid - Guarantee Scheme	15	0	15		15		15		15		15
Rent Guarantee Scheme Reserve	15	0	15		15		15		15		15
Funding Equalisation Reserve	2,214	266	2,480		2,480		2,480		2,480		2,480
Pensions Reserve	1,773	0	1,773	200	1,973	200	2,173	(1,300)	873	200	1,073
Maylands Plus Reserve	46	0	46	23	69	23	92	23	115	23	138
Total Earmarked Reserves	9,772	(121)	9,650	320	9,970	4,464	14,434	212	14,646	(1,132)	13,514
Working Balance	2,502		2,502	7	2,509	0	2,509	0	2,509	0	2,509
Total General Fund Reserves	12,274	(121)	12,152	327	12,479	4,464	16,943	212	17,155	(1,132)	16,023

Clerk: Kayley Johnston

Housing & Community Overview & Scrutiny Committee: Work Programme 2018/19

Scrutiny making a positive difference: Member led and independent, Overview & Scrutiny Committee promote service improvements, influence policy development & hold Executive to account for the benefit of the Community of Dacorum.

Meeting Date	Report Deadline	Items	Contact Details	Background information
23 January 2019	11 Jan 2019	HMO Licensing Fees	Assistant Director, Housing Fiona.williamson@dacorum.gov.uk	
Joint Budget 5 February 2019	23 Jan 2019	**** Joint Budget **** ****2019-2020**** ***** <i>Ideally no further items to be added</i>	Corporate Director, Finance and Operations James.deane@dacorum.gov.uk	
6 March 2019	20 Feb 2019	Quarter 3 Performance Report (& Q3 Operational Risk Reports) Q3 Budget Monitoring Financial Report	Group Manager (Financial Services) Fiona.jump@dacorum.gov.uk	
		Housing	Assistant Director, Housing Fiona.williamson@dacorum.gov.uk	
		Resident Services Performance, People & Innovation	Assistant Director (Performance, People & Innovation) Linda.Roberts@dacorum.gov.uk	
		Universal credit Update	Assistant Director, Housing Fiona.williamson@dacorum.gov.uk	
		Strategic Tenancy Policy	Group Manager, Strategic Housing Natasha.beresford@dacorum.gov.uk Independent Reviewing Off Carly.thomas@dacorum.gov.uk	

Clerk: Kayley Johnston

Items to be scheduled: Dates to be confirmed

. private sector housing PRS (June19)