

Cheltenham Borough Council

Cabinet – 20 December 2022

General Fund Revenue and Capital – Interim Budget

Proposals 2023/24 for Consultation

Accountable member:

Cllr Peter Jeffries, Cabinet Member for Finance & Assets

Accountable officer:

Gemma Bell, Director of Finance & Assets (Deputy s151 Officer)

Accountable scrutiny committee:

Budget Scrutiny Working Group

Ward(s) affected:

All

Key/Significant Decision:

No

Executive summary:

This report sets out the Cabinet's interim budget proposals for 2023/24 for consultation. The assumptions within the interim budget proposals are based on the information contained within the Local Government Finance Policy Statement 2023/24 to 2024/25 published on 12 December 2022 and the Local Government Provisional Finance Settlement for 2023/24 published on 19 December 2022. Following publication of this report, if there is any additional information or documentation required to support the consultation, this will be made publically available.

The Council have faced unprecedented financial challenges over the last two years in providing the resources and support to manage the response to the Covid-19 pandemic and then rising costs and challenges faced by the cost of living crisis. This is in addition to the ten years of austerity and year on year cuts to the Council's Government funding.

With inflation at a 40 year high and not expected to fall back to pre-pandemic levels for another two years and eight consecutive rises in interest rates since the 2022/23 interim budget proposal was approved by Cabinet in December 2021, these continue to be some of the most challenging

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times for Local Authorities.

This Council was one of, if not the first council to publish a Recovery Strategy in 2020 in the middle of a global pandemic. That early publication and consultation enabled the Council to clearly signal recovery aims and objectives. The economy was, and continues to be in an extremely difficult position nationally and responding dynamically was seen as the best way to support the rest of the town to recover.

Section 114 (1) of the Local Government Finance Act 1988 places a duty on the Section 151 Officer to inform the authority where they believe that the authority's expenditure is likely to exceed available resources. A Section 114 Notice normally results in an immediate and severe curtailment of activity to the provision of non-statutory services.

News from Councils across the country tell of local authorities who are continuing to struggle to balance the books and warn of the possibility of issuing section 114 notices without further financial support from Central Government. In many cases this has already happened.

The financial strategies implemented by this Council since November 2020 to refresh the commercial strategy, review asset management and invest in growth have so far meant the Council have not needed to pursue this course of action. In the recent budget monitoring report presented to Cabinet in November 2022, the forecast overspend against the 2022/23 budget was £2.39m. Of this figure, £1.985m related to pressures resulting from interest rate rises, inflation, the cost of energy and the subsequent pay award for Council officers and other contracted staff.

Although work is ongoing to mitigate these pressures and generate value elsewhere, there are areas such as the pay award where this is obviously not possible. The Council are in a favourable position where there is sufficient general balances available to manage these pressures in 2022/23, but given the finite nature of these reserves this is not a long term strategy.

The Council still face a challenging economic environment which is set to continue. This interim budget for 2023/24 requires a renewed commitment to delivering efficiencies, savings and maximising income streams to support the ongoing delivery of services and build robust reserves.

The proposals presented in this report aim to utilise our assets, skills and infrastructure to continue the enabling of inclusive and environmentally sustainable growth in the Borough whilst providing a mechanism to ensure the Council has the revenue resources to continue to provide services and resources to our residents. The council's ambition to make Cheltenham the cyber capital of the UK also continues to be critical to ensuring that the council achieves financial sustainability.

The recommendations within this report aim to ensure a balanced budget is delivered in 2023/24, that sufficient revenue resources are transferred to reserves to provide a cushion to combat longer term uncertainty and that appropriate resources continue to be directed towards our key priorities.

Recommendations:

1. Approve the interim budget proposals for consultation including a proposed council tax for the services provided by Cheltenham Borough Council. The proposed Council tax for 2023/24 represents an increase of 2.99% a year for a Band D property, subject to conclusion of the consultation on the Local Government Provisional Finance Settlement.
2. Note the schedule of target savings and income generation at Appendix 3.

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3. Approve the proposed capital programme at Appendix 5, as outlined in Section 13.
 4. Delegate authority to the Executive Director Finance, Assets and Regeneration, in consultation with the Cabinet Member for Finance and Assets, to determine and approve any additional material that may be needed to support the presentation of the interim budget proposals for public consultation.
 5. Seek consultation responses by 31 January 2023.
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1. Implications

1.1. Financial implications

As detailed in the report.

Signed off by: Gemma Bell, Director of Finance & Assets (Deputy s151 officer)

1.2. Legal implications

Under the Constitution Cabinet has responsibility for the preparation and consultation on the Council's budget. The final budget will be subject to consideration and approval by Full Council in February.

The Council must set a budget in accordance with provisions of the Local Government Finance Act 1992. The Council has a statutory responsibility to set and approve a balanced budget each year. Section 25 of the Local Government Act 2003 require that the Council, in setting its budget, must have regard to the report of its Section 151 Officer as to the robustness of the estimates made for the purposes of the calculations and the adequacy of its proposed financial reserves.

Signed off by: One Legal, legalservices@onelegal.org.uk, Tel no: 01684 272012

1.3. HR implications

Relationships with the two recognised trade unions continue to remain very positive. The Executive Leadership Team and the HR team will continue to work closely with TU colleagues in order to ensure that any potential impact on employees as a result of realisation of budget savings are kept to a minimum.

Signed off by: Clare Jones, HR.Cheltenham@publicagroup.co.uk

1.4. Environmental and climate change implications

The interim budget proposals for 2023/24, in particular in relation to the increasing cost of energy, are in line with our Climate Emergency Action Plan. A reduction in energy consumption spawns a reduction in overall greenhouse gas emissions, and therefore aligns with our Climate Emergency Action Plan. The investment in the capital programme and through the additional growth item for the County wide Climate Co-ordinator will expedite our progress towards becoming a net zero Council.

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Signed off by: Laura Tapping, Climate Emergency Programme Officer, 01242 264263

1.5. Property/asset implications

As detailed in the report and appendices, specifically the capital programme in Appendix 5 and the planned maintenance programme in Appendix 6.

Signed off by: Gemma Bell, Director of Finance & Assets (Deputy s151 officer)

1.6. Corporate policy framework implications

The actions outlined in this budget proposal to implement savings and grow our commercial income will help ensure that the council can continue to deliver its corporate objectives as set out in the 2019-2023 Corporate Plan. It also means we will be well placed to deliver the priorities in the new Corporate Plan which will be presented to Council for approval in February 2023.

Signed off by: Richard Gibson, Head of Communities, Wellbeing and Partnerships, 01242 264280

2. Promoting equality and reducing discrimination

An equality impact assessment will be presented with the final budget proposals following the consultation period ending on 31 January 2023.

3. Performance management – monitoring and review

The scale of future budget savings will require significant work to deliver them within the agreed timescales and there is a danger that this could divert management time from the delivery of services to the delivery of savings. There are regular progress meetings to monitor the delivery of savings and this will need to be matched with performance against the corporate strategy action plan to ensure that resources are used to best effect and prioritised. It is intended that this will be evidenced further in the publication of the Medium Term Financial Strategy in February 2023.

The delivery of the savings work streams included in the interim budget proposals, if approved by full Council will be monitored by the Budget Scrutiny Working Group and reported quarterly to the Cabinet.

4. Background

4.1. In accordance with the Council's Budget and Policy Framework Rules, which are part of the Council's constitution, the Cabinet is required to prepare interim budget proposals for the financial year ahead and consult on its proposals for no less than four weeks prior to finalising recommendations for the Council to consider in February 2023. This report sets out the interim proposals for 2023/24.

4.2. In 2016/17, the government offered a guaranteed four year budget to every Council, which could demonstrate efficiency savings and 2019/20 represented the final year of

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the four year offer. The principles of that settlement allowed authorities to spend locally what is raised locally, whilst recognising the savings already made by local government. Since then, only one year settlements have been provided to Local Authorities which has made long term financial planning very difficult. Since 2016/17, there has been a shift away from freezing council tax to using council tax to generate additional funding.

- 4.3. A Local Government Provisional Finance Settlement was received from the Department for Levelling Up, Housing and Communities (DLUHC) on 19 December 2022. The draft budget proposals include information from the Provisional Finance Settlement outlined above. Any significant changes to the Provisional Settlement as a result of the Government consultation will be clearly outlined in the final budget proposals.

5. Settlement Funding Assessment

- 5.1. The funding of the 2023/24 interim budget proposal is based on the Local Government Provisional Finance Settlement for 2023/24, which was released by DLUHC on 19 December 2022. Similar to the settlement for 2022/23, this provides certainty over funding for one year only.
- 5.2. The headlines from the Local Government Provisional Finance Settlement for Cheltenham in 2023/24 are:
- The referendum threshold for increasing the “Core” Band D Council Tax borough council precept to be increased from the higher of 1.99% or £5 to 2.99%, subject to further lobbying through the period of consultation.
 - No further continuation of the Lower Tier Services Grant for which we received £129,988 in 2022/23.
 - A reduction in the Services Grant introduced in 2022/23 from £195,881 last year to £110,376 in 2023/24.
 - Business rates pooling will be available in 2023/24 and 2024/25 with an expected reset from 2025/26.
 - A final payment of £31,640 of New Homes Bonus, a small reduction in what was previously expected.
 - A one off 3% Funding Guarantee payment of £822,021 expected for 2023/24 only.
- 5.3. Overall, this provides a 3% increase in baseline funding when compared to 2022/23, against inflation of 11.1% and places greater reliance on local tax generation from Council Tax and business rates to meet the demands of our increased expenditure.

6. The economic context for setting the 2023/24 budget

- 6.1. The 2023/24 draft budget proposal has been set based on a set off assumptions about the economic outlook for the next 18 months. Inflation currently sits at 11.1%, the highest level in nearly 40 years, with expectations that this will not decrease to pre pandemic levels for another two years. To put the past twelve months into context, in the interim budget proposals for 2022/23 inflation was at 4.2% which was equally the highest it had been for 40 years.
- 6.2. Interest rates have also increased eight times since the same budget paper was presented and from a Bank of England base rate of 0.1% twelve months ago, this is

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expected to rise to 4.25% in 2023/24.

- 6.3. Although the 1.25% increase in National Insurance contributions employers pay introduced by the Government in April 2022 was removed by November, other costs of delivering our services have significantly surpassed any financial saving generated from this.
- 6.4. The most significant inflationary cost increase is the rising price of oil and gas. In December 2021 we were paying approximately 15-20p per kWh for electricity and 5-10p per kWh for gas. During 2023/24, before the Government's announcement on the energy price cap we were paying 56p for electricity and 16p for gas. This has significantly increased the running cost of our buildings, both operational and those open to the public to deliver our core services.
- 6.5. These economic factors place unprecedented pressures on our budget at a time when we are already facing uncertainty around our funding and the long-term impact of the pandemic on our financial position. Not only do we need to ensure there is sufficient capacity to meet these direct costs for the Council, but we also need to meet the increased costs of our partnership contracts to maintain the sustainable delivery of key services.
- 6.6. The starting point for setting the 2023/24 budget is the projected budget gap from the September 2022 monitoring report and taking account the additional pressures expected through 2022/23 and 2023/24 including increases in Ubico contract costs, the pay award in 2022/23 and the increase in the price of energy and fuel.
- 6.7. As with last year, closing the budget gap is a huge challenge for the Council, but the challenge is being met by a proactive approach to reviewing the prioritisation of our resources and identifying budget efficiencies, carried out by the Cabinet and the Executive Leadership Team.
- 6.8. The proposals within these budget papers aim to utilise our assets, skills and infrastructure to shape and improve public services and continue inclusive and environmentally sustainable economic growth in the Borough whilst providing a mechanism to ensure the Council has the revenue resources to continue to deliver services in the present economic climate.

7. The Cabinet's Budget Strategy for 2023/24

- 7.1. As outlined in the Executive Summary of this report, the Council have taken decisive action since the outbreak of the global pandemic in 2020 to safeguard the financial sustainability of the Local Authority. This followed the introduction of the commercial strategy in 2015 which underpinned the actions taken to generate income streams to offset the reduction in Government revenue funding and support the general fund.
- 7.2. In the previous two budget proposals, there has been continued commitment to the Council's corporate priorities; to inclusive and sustainable growth in the town, to the goal of supporting the Council and the town to be net carbon zero by 2030, to becoming the Cyber capital of the UK, to delivering more housing across the borough and to our No Child Left Behind initiative. The success of this approach has been reflected in the responses to the Resident's Satisfaction Survey in October 2022 where 80% of respondents agreed that Cheltenham has a positive future.
- 7.3. This interim budget proposal for 2023/24 is a re-commitment to these priorities and to the

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ambitions for growth, investment and sustainability originally outlined in the Recovery Strategy. The Cabinet acknowledge that decisive action is needed to ensure resources are balanced to deliver on these commitments, particularly in light of the economic challenges which are forecast to continue into the medium term.

- 7.4. The strategy outlined below aims to balance sustainable and green growth and investment with the financial sustainability of the Council. However in order to deliver these ambitions a challenging savings strategy is also required, despite the savings already delivered in 2022/23.

Carbon neutrality

- 7.5. CBC's ambition to be net carbon zero by 2030 is a credible and commendable plan and in 2021/22 the Council invested in the creation of a permanent central team to monitor and manage the carbon reduction programme for the Borough as a whole.
- 7.6. One of the most significant achievements of this team to date was a successful bid to the Public Sector Decarbonisation Scheme (PSDS) for £382,600 of capital funding to support key projects. Work has been undertaken throughout 2022/23 to install smart meters in our buildings, increasing the accuracy of the monitoring of energy usage across the Council's estate. This is undertaken by a permanent energy officer, a post which has now been built into the base budget.
- 7.7. On 21 February 2022 the Council approved a Climate Change Emergency Action Plan which outlined in further detail their commitment to taking a leading role, as well as playing its part in working with individuals, communities, businesses and other partners to achieve this ambitious goal.
- 7.8. The Council also approved a £10m Green Investment Fund to provide capital investment for schemes, projects and building improvements which would contribute to the net zero carbon goal. In 2022/23 funding for the first project was approved and work is now underway to upgrade the building management systems at all the Council's main buildings to reduce energy usage.
- 7.9. The PSDS capital budget supplements the existing £350,000 of CBC funding already earmarked to support the implementation of climate change activities. In 2022/23, part of this fund has been invested in infrastructure at the Depot to allow more Ubico vehicles to operate using green fuel sources.
- 7.10. In March 2022, Cheltenham Borough Homes (CBH) was successfully awarded £800,000 of funding through the Government's Social Housing Decarbonisation Fund (SHDF). The fund is administered by the Department for Business, Energy, and Industrial Strategy (BEIS) to improve the energy performance of homes with an EPC rating of D or below. This award follows the SHDF Demonstrator where CBH was successful in obtaining £40,000 towards the improvement of two homes as a pilot. These works are underway and due to be completed in April 2022.
- 7.11. The climate change team are now fully established have built strong relationships with stakeholders across the borough through Climate Leadership Gloucestershire and the County wide Climate Change Coordinator to ensure that a County wide approach is being taken to tackle the climate challenges we face.

Inclusive and Sustainable Economic Growth and Development

- 7.12. Despite the financial uncertainty caused by the pandemic and the current cost of living

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crisis, over the last two years, the Council has continued to demonstrate its commitment to make Cheltenham a place where everyone can thrive. The Council have invested in a number of activities over the last year to drive sustainable growth and investment in the town:

- An investment of £87k into the upgrade of the public space around Clarence Fountain to improve facilities, seating and planting.
- A £3.3m investment in retail units on the High Street for development and regeneration.
- An additional £2.5m investment into the MX to complete the build of a cyber-innovation hub and cultural venue by the Cheltenham Minister.
- A contribution of £250k to the refurbishment of the Wilson Art Gallery and Museum which has now re-opened with new galleries and a café facilities.
- The re-design of the Minster Gardens to connect the high street to the MX and Wilson Art Gallery.

- 7.13. These investments provide a once in a generation opportunity to revitalise the town centre, increase footfall to businesses on the high street and support sustainable economic growth in Cheltenham. The impact of investments like this are reflected in the results of our recent Residents Satisfaction survey where 87% of respondents were satisfied with the town centre as a place to visit during the day.
- 7.14. To support these same ambitions for the wider town centre, the 2022/23 budget included a review of the role and resources available to Marketing Cheltenham. This has now been completed and the team in place is working with stakeholders on the town, focussing on destination marketing and economic growth and development.
- 7.15. The Council has also completed the procurement to find a development partner to realise its flagship ambition to make Cheltenham the Cyber Capital of the UK. Creating a national centre of excellence for the cyber sector and wider tech industries that will be an engine-room for long-term inclusive growth for Cheltenham. The Golden Valley project team have been established in the base budget and a number of new officers have been recruited to ensure the Council have the skills and expertise to deliver the ambitious development and construction projects planned for the town.
- 7.16. The Council's new Asset Management Strategy was also approved in February 2022 and work is underway to review the strategic alignment of our £500m property portfolio to the Council's Corporate Priorities. A number of sites have already been brought forward for disposal where the benefits of retention are not aligned to the Council's focus. These disposals will generate capital receipts which are being re-invested by the Council on key projects whilst also providing opportunities for new housing and development in the town.
- 7.17. In the 2021/22 budget proposal there was a growth item approved for a £75k investment into an apprenticeship scheme. In September 2021, five apprentices were recruited and are now progressing through their qualification pathways. With the success of the first cohort of apprentices, more regular and flexible recruitment cycles are planned from September 2023 as apprentices successfully complete their training. With a competitive recruitment market in the current economic environment, this will support staff retention and reduce the cost of recruitment activity by providing longer term investment to build the skills and expertise we need to deliver our priorities.
- 7.18. The economic uncertainty we currently face will continue to challenge us as a town and a Council into the medium term. Our recovery strategy and subsequent budget proposals have focused on the revitalising and reshaping the economy and ensuring that future

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growth benefits all our communities. The Council aims to encourage collaboration across sectors to ensure that culture, hospitality and creativity is interweaved into our economic recovery plans particularly in enhancing our cyber investment plans, supporting the creative revitalisation of the town centre, and the imaginative use of our open spaces.

8. Retained Business Rates

- 8.1. In October 2012, Council approved the principle of Cheltenham joining the Gloucestershire Business Rates Pool, subject to a thorough assessment of risks and rewards and agreement of satisfactory governance arrangements.
- 8.2. Continuation within the pool was delegated to the Section 151 Officer and Chief Executive and this is reviewed on an annual basis.
- 8.3. The Gloucestershire Business Rates Pool was set up in 2013/14 to maximise the business rate income retained within the County and to support economic growth within the area of the Local Enterprise Partnership.
- 8.4. The anticipated level of business rates due to this Council in 2023/24 is above our target level of funding and in line with the Government requirements of the Pool; we will still be required to pay a levy on the amount we raise above this level.
- 8.5. The post-pandemic economic recovery of the town is being monitored closely by the Leadership team and has been supported by the targeted use of the business support grant funding provided by the Government through the pandemic. The focused funding of specific sectors and provision of financial support has enabled businesses to adapt the way they operate through national restrictions and mitigate the long-term economic impact of the pandemic on the town.
- 8.6. The impact of the revaluation of business rated premises on retained business rates, appeals and the amount due on our own occupied premises are yet to be determined by the Valuation Office Agency. The Local Government Finance Policy Statement states that revaluation is intended to be fiscally neutral at both the national and local level however the specific impact on the general fund budgets will not be fully quantifiable until the valuations are confirmed and any appeals are made.
- 8.7. Taking the above into account, it is the opinion of the Section 151 Officer that this Council will benefit from remaining in the pool in 2023/24 as it will result in a reduction in the levy payment due to Government, which will be distributed in accordance with the governance arrangements.

9. Council Tax

- 9.1. Government legislation, through the Localism Act, requires councils proposing excessive rises in council tax to hold a local referendum allowing the public to veto the rise. Until the release of the 2023/24 Provisional Finance Settlement, the referendum threshold for council tax increases was 2 per cent for all local authorities. District Councils have been allowed increases of up to and including £5, or up to 1.99 per cent, whichever is higher.
- 9.2. With increased pressures caused by the pandemic and the recent increase in inflation and other operational costs, it continues to be difficult to deliver current levels of services when government support does not cover all additional costs we expect to incur.

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- 9.3. In response to this, the Provisional Finance Settlement currently includes an increase to the referendum threshold for District Councils to 3 per cent although there is still significant lobbying ongoing for this to be 3% or £10. This clearly demonstrates the mandate from central government for the reliance of council tax to fund our local services.
- 9.4. The gross tax base is forecast to increase by 0.5% in 2023/24 against the target increase of 0.8% in the Medium Term Financial Strategy which means at the 2022/23 threshold we have a shortfall on the level of Council Tax expected to be collected to fund core services.
- 9.5. The Cabinet has had to consider what level of increase in council tax is sustainable, without creating an increased risk of service cuts and/or larger tax increases in the future. There has also been consideration of the affordability of an increase to residents where the results of the Residents Survey from 2022 found that 97% of respondents would support an increase in Council Tax that was below or in line with inflation.
- 9.6. The uncertainty surrounding the timing of the fair funding review, business rates and the increasing pressure on costs continues to place significant reliance on council tax as our main source of income.
- 9.7. Therefore, at this stage the Cabinet is proposing a 2.99% increase in council tax in 2023/24 for the year for a Band D property, subject to any further information on changes being received in the Final Settlement.

10. Collection Fund

- 10.1. Under normal circumstances, collection fund surpluses arise from higher than anticipated rates of collection of council tax (for example due to additional new build properties becoming chargeable). At this point in time, it is anticipated that there will be a surplus on the collection fund in 2022/23, primarily arising from an increase in the tax base compared to that estimated in setting the budget in February 2022. Surpluses and deficits are normally shared out between the Council, County and Police and Crime Commissioner in the following year.
- 10.2. A deficit on the Collection Fund was reported in 2020/21 and the Government announcement in July 2020, in response to the financial pressures faced by Local Authorities as a result of the pandemic, confirmed that the repayment of any deficits could be spread over three years.
- 10.3. As a result, the council's share of the deficit of £27k for 2020/21 will be spread over three years: £9k in 2021/22, 2022/23 and 2023/24. However, in 2022/23 the Council will also receive a share of the estimated surplus for 2021/22 of £71k and a share of the difference between the estimated and actual deficit for 2020/21 of £4k, resulting in a net surplus of £58k. Work is ongoing to determine the surplus for 2023/24.

11. Treasury Management

- 11.1. Appendix 2 summarises the budget estimates for interest and investment income activity. Security of capital remains the Council's main investment objective.
- 11.2. The Bank of England unexpectedly raised interest rates in December 2021, for the first time in three years amid growing concerns over inflation, despite the rapid spread of the coronavirus Omicron variant. Since this date, interest rates have risen a further seven times. This means in one year the Bank of England base rate has risen from 0.1%

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to 3% and our treasury advisors have forecast this will peak to 4.25% during 2023/24.

- 11.3. As at 30 September 2022, the Council had net borrowing of £152.751m, a reduction since March 2022 by reducing the amount of temporary borrowing and using cash investments earning very little interest to fund capital spend.
- 11.4. This approach of keeping borrowing and investments below their underlying levels, sometimes known as internal borrowing, reduces our risk of budgetary pressures caused by significant increases in interest rates.
- 11.5. We also invest to generate returns which support the costs of discretionary services such as leisure and culture. It is critical to get the right balance between social, environmental and financial factors when assessing the investments we make. Full Council noted in November 2021 that our exposure to gas and oil investments currently stood at £280k. This has reduced over the following twelve months to £173k.
- 11.6. This is part of the Schroder Income Fund and makes up 8.65% of the £2m we have invested in the fund. Given our current climate priorities, assurance was provided to Council that we are looking to take steps to ensure our investments are contributing to these goals.
- 11.7. We are committed in the longer term to divesting from oil and gas but need to balance these priorities with ensuring we are making the right financial decisions to safeguard our residents, businesses and communities.
- 11.8. As a net borrower, the speed of the rise in interest rates has created a budget pressure for the Council during 2022/23 and into 2023/24. It is forecast that the net impact of interest rate rises will require an additional £443k of revenue funding in 2023/24 which is included in the interim budget proposals. This is significantly more the 2022/23 forecast which has been partially protected by the incremental increases. The 2023/24 forecast is based on the Bank of England rate increasing to 4.25% and remaining there for the full twelve months.
- 11.9. It is our £45.5m of temporary borrowing that is most exposed to increase rate increases and monitoring of fixed rates continues as the decision to fix all or a proportion of this borrowing is subsequently reviewed.
- 11.10. We will continue to closely monitor the benefits of fixed vs. temporary borrowing as well as the performance of the Schroder income fund and when it is financially prudent to do so, will consider the climate implications of how we invest this money in the future. This will be covered in the 2023/24 Treasury Management Strategy, which will be published in the spring.

12. Reserves

- 12.1. Section 25 of the Local Government Act 2003 requires the Chief Financial Officer (Section 151 Officer) to comment upon “the robustness of the estimates and the adequacy of the reserves for which the budget provides”. This review forms part of the formal budget setting report to be presented to Council in February 2023. A projection of the level of reserves to be held at 31 March 2023 and 31 March 2024 respectively is detailed in Appendix 4.
- 12.2. The level of our general balances through 2022/23 has meant the forecast £2.39m overspend against the approved budget reported to Cabinet in November 2022 can be managed within the year. However, this leaves our general balances at pre pandemic

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levels, at a time of significant uncertainty about the medium term economic environment.

- 12.3. The Cabinet recognise the importance of continuing to strengthen reserves to provide additional financial stability to the Council in managing these pressures. It is therefore recommended that any future underspends or fortuitous windfalls are earmarked for transfer to either general balances or the budget strategy (support) reserve.

13. Capital Programme

- 13.1. The interim capital programme for the period 2022/23 to 2025/26 is set out at Appendix 5.
- 13.2. The strategy for the use of the council's capital resources is led by our corporate priorities. The existing programme includes sums for infrastructure investment to be funded from capital receipts which align to the Council's key corporate priorities. In particular, it includes an allocation for public realm works within the Town Centre, regeneration and development of the High Street and continued commitment to investment in a net carbon zero town and Council.
- 13.3. These reflect the Cabinet's view that the Council are an enabler for economic recovery, making sustainable and financially secure investments to provide benefits for our businesses, residents and communities. This is more important than ever to support the town post pandemic when residents and businesses are facing rising costs due to the inflation, rising interest rates and a predicted recession in the coming year.
- 13.4. During the 2023/24 financial year, other projects and schemes may come to light which require investment by the Council. These proposals will be considered by the Cabinet and approval will be requested through the relevant channels in line with the Council's Budget and Policy Framework Rules.

14. Property Maintenance Programme

- 14.1. The interim budget proposals include the 2023/24 property maintenance programme, which will also be reviewed by the Asset Management Working Group, and the budget includes a revenue contribution of £599k to planned maintenance, as detailed in Appendix 6.

15. Fees and Charges

- 15.1. A significant proportion of the council's funding comes from fees and charges. Within the Council's commercial strategy this is an important funding mechanism and one which is within the Council's gift to control, subject to any legislative, economic or political constraints.
- 15.2. However, as more reliance is placed on income there is increased pressure to understand current performance levels coupled with the risks and opportunities arising from each income stream whether it is new or existing. It is also important to consider how resilience each income stream is so that appropriate levels of mitigation can be put in place under a Reserves Strategy to meet dips arising when circumstances change.

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- 15.3. In previous years, a general assumption for a 2% increase in non-statutory fees and charges has been factored in. In 2022/23, with inflation in September rising to 10.1%, the Council have opted for a fundamental review of fees, charges and pricing structures for our services.
- 15.4. Within the interim budget, a full schedule of the proposed fees and charges for 2023/24 has been included at Appendix 7. Some services have applied the full 10.1% inflationary increase on their fees and charges with others applying a lower uplift when market forces apply. The proposed changes are subject to the relevant steps being taken to follow legislative requirements, including a separate consultation on the car parking order.

16. Consultation and feedback

- 16.1. The formal budget consultation on the detailed interim budget proposals for 2023/24 will be over the period 21 December 2022 to 31 January 2023. The Cabinet will seek to ensure that the opportunity to have input into the budget consultation process is publicised to the widest possible audience. During the consultation period, interested parties including businesses, tenants, residents, staff and trade unions will be encouraged to comment on the initial budget proposals. They will be asked to identify, as far as possible, how alternative proposals complement the Council's Recovery Strategy and Corporate Plan and how they can be financed. The Budget Scrutiny Working Group and Overview and Scrutiny Committee will be invited to review the interim budget proposals in the meetings scheduled for January 2023 and any comments will be fed back to the Cabinet.
- 16.2. Whilst the Cabinet will be as flexible as possible, it is unlikely that any comments received after the consultation period can be properly assessed to allow consideration of their full implications and to enable them to be built into the budget.
- 16.3. All comments relating to the initial budget proposals should be returned to the Director of Finance and Assets (Deputy Section 151 Officer) by the end of the consultation period for consideration by the Cabinet in preparing their final budget proposals. Comments can be e-mailed to [moneymatters@cheltenham.gov.uk](mailto:money matters@cheltenham.gov.uk).
- 16.4. It is important that any political group wishing to make alternative budget proposals should discuss them, in confidence, with the Director of Finance and Assets (preferably channelled through one Group representative) to ensure that the purpose, output and source of funding of any proposed change is captured.
- 16.5. Given the financial pressures and the potentially very difficult decisions which will have to be made, it is important that there is time for members to carefully consider and evaluate any alternative budget proposals. Political groups wishing to put forward alternative proposals are not obliged to circulate them in advance of the budget-setting meeting, but in the interests of sound and lawful decision-making, it would be more effective to do so, particularly given that they may have implications for staff.

17. Alternative options considered

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- 17.1. This Council was one of, if not the first council to publish a Recovery Strategy in 2020 in the middle of a global pandemic. That early publication and consultation enabled the Council to clearly signal recovery aims and objectives. The economy was, and continues to be in an extremely difficult position nationally and responding dynamically was seen as the best way to support the rest of the town to recover.
- 17.1. Section 114 (1) of the Local Government Finance Act 1988 places a duty on the Section 151 Officer to report certain matters to the authority. The duty of the Section 151 Officer to report where they believe that the authority's expenditure is likely to exceed available resources. The authority is prevented from entering into any agreements incurring expenditure until the Council has considered the report.
- 17.2. News from Councils across the country tell of local authorities who are continuing to struggle to balance the books and warn of the possibility of issuing section 114 notices without further financial support from Central Government. In many cases this has already happened.
- 17.3. The financial strategies implemented since November 2020 to refresh the commercial strategy, review asset management and invest in growth have so far meant the Council have not needed to pursue this course of action. However, with the challenging economic environment set to continue the Council need to renew their commitment to delivering efficiencies, savings and maximising income streams to support the ongoing delivery of services and build robust reserves as they work towards financial self-sufficiency.

18. Key risks

- 18.1. See Risk Assessment in Appendix 1

Report author:

Gemma Bell, Director of Finance and Assets (Deputy s151 Officer)

Tel. 01242 264124; gemma.bell@cheltenham.gov.uk

Appendices:

1. Risk Assessment
2. Summary net budget requirement
3. Budget Savings / Additional Income
4. Projection of reserves
5. Capital programme
6. Programmed Maintenance programme
7. Provisional Fees & Charges Schedule for 2023/24

Background information:

1. 2022/23 Final Budget Proposal report to Council - 21 February 2022;

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2. The Quarter two 2022/23 budget monitoring report to Cabinet – 8 November 2022;
3. The provisional local government finance settlement for 2023/24:

<https://www.gov.uk/government/consultations/provisional-local-government-finance-settlement-2023-to-2024-consultation>.

Appendix 1: Risk Assessment

Risk ref	Risk description	Risk owner	Impact score (1-5)	Likelihood score (1-5)	Initial raw risk score (1 - 25)	Risk response	Controls / Mitigating actions	Control / Action owner	Deadline for controls/ actions
347	If energy costs keep rising / fluctuating as per the current market then it impacts on our ability to accurately budget/forecast expenditure and may impact on our the investments we can make in projects / programmes whilst still being able to achieve our MTFS	Gemma Bell, Director of Finance and Assets	4	4	16	Reduce	This policy and the associated action plans.	Gemma Bell, Director of Finance and Assets	Ongoing
	If the Council is unable to come up with long term solutions which close the gap in the medium term financial strategy then it will find it increasingly difficult to prepare budgets year on year without making unplanned cuts in service provision.	Cabinet	5	3	15	Reduce	The budget strategy projection includes 'targets' for work streams to close the funding gap which aligns with the council's corporate priorities.	ED Finance and Assets	Ongoing

Risk ref	Risk description	Risk owner	Impact score (1-5)	Likelihood score (1-5)	Initial raw risk score (1 - 25)	Risk response	Controls / Mitigating actions	Control / Action owner	Deadline for controls/ actions
	If the Budget Strategy (Support) Reserve is not suitably resourced insufficient reserves will be available to cover anticipated future deficits resulting in the use of General Balances which will consequently fall below the minimum required level as recommended by the Section 151 Officer in the council's Medium Term Financial Strategy	ED Finance and Assets	5	4	20	Reduce	The MTFS is clear about the need to enhance reserves and identifies a required reserves strategy for managing this issue. In preparing the budget for 2020/21 and in ongoing budget monitoring, consideration will continue to be given to the use of fortuitous windfalls and potential future under spends with a view to strengthening reserves whenever possible.	ED Finance and Assets	Ongoing
	If income streams from the introduction of the business rates retention scheme in April 2013 are impacted by the loss of major business and the constrained	ED Finance and Assets	5	4	20	Accept & Monitor	The Council joined the Gloucestershire pool to share the risk of fluctuations in business rates revenues retained by the Council.	ED Finance and Assets	Ongoing

Risk ref	Risk description	Risk owner	Impact score (1-5)	Likelihood score (1-5)	Initial raw risk score (1 - 25)	Risk response	Controls / Mitigating actions	Control / Action owner	Deadline for controls/ actions
	ability to grow the business rates in the town then the MTFS budget gap may increase.						<p>The Gloucestershire S151 Officers continue to monitor business rates income projections and the performance and membership of the pool / pilot.</p> <p>Work with members and Gloucestershire LEP to ensure Cheltenham grows its business rate base.</p>		
	If the robustness of the income proposals is not sound then there is a risk that the income identified within the budget will not materialise during the course of the year.	ED Finance and Assets	4	4	16	Reduce	<p>Robust forecasting is applied in preparing budget targets taking into account previous income targets, collection rates and prevailing economic conditions. Professional judgement is used in the setting / delivery of income targets. Greater focus on cost control and</p>	ED Finance and Assets	Ongoing

Risk ref	Risk description	Risk owner	Impact score (1-5)	Likelihood score (1-5)	Initial raw risk score (1 - 25)	Risk response	Controls / Mitigating actions	Control / Action owner	Deadline for controls/ actions
							income generation will be prioritised to mitigate the risk of income fluctuations.		
	If the assumptions around government support, business rates income, impact of changes to council tax discounts prove to be incorrect, then there is likely to be increased volatility around future funding streams.	ED Finance and Assets	5	3	15	Reduce	Work with Publica and countywide CFO's to monitor changes to local government financing regime including responding to government consultation on changes Business Rates and the Fair Funding review. The assumptions regarding government support have been mitigated to a certain extent by the acceptance of a multi-year settlement agreement.	ED Finance and Assets	Ongoing
	If government support to compensate this Council for the impact of COVID-19 is insufficient, greater reliance will be placed on the use of reserves, service reduction and	ED Finance and Assets	5	3	15	Reduce	The Council will continue to lobby for additional resource, as promised by Central Government from the outset of the pandemic.	ED Finance and Assets	Ongoing

Risk ref	Risk description	Risk owner	Impact score (1-5)	Likelihood score (1-5)	Initial raw risk score (1 - 25)	Risk response	Controls / Mitigating actions	Control / Action owner	Deadline for controls/ actions
	asset sales.						Work programmes are underway to review service provision, capital programmes and rationalisation of assets.		

Appendix 2 - Net Budget Requirement

NET GENERAL FUND DRAFT BUDGET 2022/23 & 2023/24

GROUP	2022/23 ORIGINAL £	2022/23 REVISED £	2023/24 ORIGINAL £
Projected cost of 'standstill' level of service			
Chief Executive Directorate	3,276,963	3,782,248	4,385,072
Communities & Place	11,127,385	10,981,619	11,963,066
Finance, Assets & Regeneration	7,347,112	6,731,913	6,782,244
Total Cost of Services*	21,751,460	21,495,781	23,130,383
Capital Charges	(3,833,984)	(3,416,245)	(3,333,245)
Interest and Investment Income	(2,275,432)	(2,391,134)	(2,258,744)
Savings identified - Appendix 3	(1,507,000)	0	(1,300,000)
Use of balances and reserves	(4,603,568)	(5,885,421)	(454,226)
Transfer to/(from) General Balances	302,143	30,640	0
NET BUDGET	9,833,619	9,833,620	15,784,168
Deduct:			
National Non-Domestic Rate	(457,416)	(457,416)	(5,347,000)
National Non-Domestic Rate - 2020/21 surplus / deficit	361,769	361,769	542,146
National Non-Domestic Rate - 2021/22 surplus / deficit	4,903,766	4,903,766	66,268
National Non-Domestic Rate - 2022/23 surplus / deficit			0
National Non-Domestic Rates - S31 Grants	(3,889,118)	(3,889,118)	0
New Homes Bonus	(637,846)	(637,846)	(31,640)
S31 Grants - Lower Tier Services Grant	(129,988)	(129,988)	0
Services Grant	(195,881)	(195,881)	(110,376)
3% Funding Guarantee Grant			(822,021)
Collection Fund Surplus/deficit Contribution	(58,500)	(58,500)	(8,000)
	(103,214)	(103,214)	(5,710,623)
NET SPEND FUNDED BY COUNCIL TAX	9,730,405	9,730,405	10,073,545
Band 'D' Tax	£224.08	£224.08	£230.78
Increase per annum	£5.00	£5.00	£6.70
Increase per week	£0.10	£0.10	£0.13
% Rise	2.28%	2.28%	2.99%
Gross Collectable Tax Base	43,862.42	43,862.42	44,090.90
Collection Rate %	99.00%	99.00%	99.00%
Net tax base	43,423.80	43,423.80	43,650.00

*total cost of services has been re-categorised to reflect the new organisational structure of the Council

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Appendix 3 - Budget Savings and Additional Income

Description	Planned 2022/23 £	Delivered to date 2022/23 £	Planned 2023/24 £
Cross Council Budget Efficiencies			
Re-alignment of resourcing with Corporate Priorities	175,000	175,000	125,000
Commercial income generation opportunities	50,000	50,000	100,000
Reduction in the Cheltenham Trust management fee	100,000	100,000	100,000
Maximise opportunities to strengthen CBC-CBH partnership	300,000	200,000	100,000
Review of the commercial viability of pest control service	50,000	50,000	
Review of the trade waste service	120,000	120,000	
Efficiency review of the Household Recycling Centre	87,000	40,000	
Marketing and destination - service redesign	50,000	50,000	
Value for money review of our planned maintenance and reactive repairs contracts	125,000	25,000	
Existing Investment portfolio income generation	150,000	-	
Energy usage review across asset portfolio	100,000	-	
New Housing supply - mark-up on borrowing / equity	50,000	-	
Treasury Management activity	50,000	-	
Modernisation Programme Savings	100,000	-	
Review of budget allocations against new Corporate Plan			300,000
Pension tri-annual valuation			575,000
Total	1,507,000	810,000	1,300,000

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Appendix 4 - Reserves Statement 2022/23 & 2023/24

		<u>31st March</u> <u>2022</u> £	<u>2022/23</u> <u>Movement</u> <u>Revenue</u> £	<u>2022/23</u> <u>Movement</u> <u>Capital</u> £	<u>2022/23</u> <u>Movement</u> <u>Adjustments</u> £	<u>31st March</u> <u>2023</u> £	<u>2023/24</u> <u>Movement</u> <u>Revenue</u> £	<u>2023/24</u> <u>Movement</u> <u>Capital</u> £	<u>31st March</u> <u>2024</u> £
<u>EARMARKED RESERVES</u>									
<u>Other</u>									
RES002	Pension & Restructuring Reserve	(226,003)	(250,000)		228,520	(247,483)	(100,000)		(347,483)
RES003	Economic Development & Tourism Reserve	(4,200)				(4,200)			(4,200)
RES006	Cultural Development Reserve	0				0			0
RES008	House Survey Reserve	(5,616)				(5,616)			(5,616)
RES009	Twinning Reserve	(8,366)				(8,366)			(8,366)
	To fund future flood resilience work, delegated to the Flood working group for allocation	(30,500)				(30,500)			(30,500)
RES010	Flood Alleviation Reserve								
RES014	GF Insurance Reserve	(77,106)				(77,106)			(77,106)
RES016	Joint Core Strategy Reserve	(127,780)				(127,780)			(127,780)
RES018	Civic Pride Reserve	0				0			0
RES020	Ubico Reserve	(54,000)				(54,000)			(54,000)
RES022	Homelessness Reserve	(41,100)				(41,100)			(41,100)
RES023	Transport Green Initiatives Reserve	(33,825)				(33,825)			(33,825)
RES024	New Initiatives reserve	(251,469)		94,846	7,995	(148,628)	43,050		(105,578)
RES025	Budget Strategy (Support) Reserve	(177,177)	(339,032)		345,000	(171,209)	161,757		(9,452)
RES026	Social Housing Marketing Assessment (SHMA) Reserve	(41,534)	(2,500)			(44,034)	(2,500)		(46,534)
RES028	Green Economic Recovery and Investment Funding Reserve	(250,000)		112,049		(137,951)			(137,951)
RES029	Council Tax Claim Reserve	(53,926)				(53,926)			(53,926)
		(1,382,602)				(1,185,724)			(1,083,417)
<u>Repairs & Renewals Reserves</u>									
RES201	Commuted Maintenance Reserve	(48,691)	12,172			(36,519)	12,172		(24,347)
RES204	I.T. Repairs & Renewals Reserve	(167,200)	(50,000)			(217,200)	(50,000)		(267,200)
RES206	Delta Place Reserve	(374,792)	(100,000)	200,000		(274,792)	(100,000)		(374,792)
RES205	Property Repairs & Renewals Reserve	(741,872)	102,000			(639,872)	102,000		(537,872)
		(1,332,555)				(1,168,383)			(1,204,211)
<u>Equalisation Reserves</u>									
RES101	Rent Allowances Equalisation	(131,431)				(131,431)			(131,431)
RES102	Planning Appeals Equalisation	(76,612)				(76,612)			(76,612)
RES105	Local Plan Equalisation	(9,795)				(9,795)			(9,795)
RES106	Elections Equalisation	(186,787)	62,900			(123,887)	(50,000)		(173,887)
RES107	Car Parking Equalisation	(269,341)			25,120	(244,221)			(244,221)
RES108	Business Rates Retention Equalisation	(5,932,560)	5,308,695			(623,865)	608,414		(15,451)
RES109	Cemetery income Equalisation reserve	(126,369)				(126,369)			(126,369)
RES110	HMO Licenses Equalisation	(58,667)	29,333			(29,334)	29,333		(1)
		(6,791,562)				(1,365,514)			(777,767)
<u>Reserves for commitments</u>									
RES301	Carry Forwards Reserve	(705,218)	705,218			0			0
<u>CAPITAL</u>									
RES402	Capital Reserve - GF	(293,403)	(200,000)	200,000		(293,403)	(200,000)	200,000	(293,403)
TOTAL EARMARKED RESERVES		(10,505,340)				(4,013,024)			(3,358,798)
<u>GENERAL FUND BALANCE</u>									
B8000 -	General Balance - RR	(1,532,578)	(2,204,769)		2,174,129	(1,563,218)			(1,563,218)
B8240		(1,532,578)				(1,563,218)			(1,563,218)
TOTAL GENERAL FUND RESERVES AND BALANCES		(12,037,918)	3,074,017	606,895	2,780,764	(5,576,241)	454,226	200,000	(4,922,016)

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Funded by:						
General Fund Capital Receipts	4,902,991	1,078,046	4,242,464	4,686,259	150,000	150,000
Prudential Borrowing	20,150,601	7,946,059	8,050,698	4,500,000	4,500,000	4,500,000
Partner Funding	857,305	309,718	847,736	-	-	-
Capital Grant or Contribution	149,517	152,174	152,174	-	-	-
Better Care Fund	518,400	368,775	518,400	518,400	518,400	518,400
s106 Funding	50,000	61,280	50,000	50,000	50,000	50,000
Revenue Reserves	419,846	271,901	285,652	126,646	-	-
Total	27,048,660	10,187,953	14,147,124	9,881,305	5,218,400	5,218,400

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Appendix 6: Planned Maintenance Programme

Priority Grading

Priority 1: Critical work that will prevent immediate closure of premises, and/or address an immediate high risk to health & safety of occupants, and/or remedy a serious breach of legislation

Priority 2: Essential work required within two years that will prevent deterioration of fabric or services, and/or to the health & safety of occupants, and/or remedy a lesser breach of legislation

Priority 3: Desirable work required within two years that will prevent deterioration of fabric or services, and/or to the health & safety of occupants, and/or remedy a lesser breach of legislation

Order of Estimated Cost		Financial Year 2023 - 2024			
		Priority			Total
Property Name	Description	1	2	3	
	Contingency fund for Compliance/ H&S remedial work (including Fire, Legionella & Asbestos remedials)				
All Properties (H&S)		35,000			
All Properties (H&S)	Top up for reactive	134,450			
Bridges	Bridge inspection reports and remedials	10,000			
Rec Centre	Replacement of change village cubicles	25,000			
PoW	Ongoing repairs to the athletics track	15,000			
Central Depot	Ongoing repairs to service road	15,000			
Central Depot	Ongoing roof repairs to various buildings	15,000			
Whaddon Road Pavilion	Compliance works	13,000			
Municipal offices	Replacement of 2 No. obsolete gas boilers	25,000			
Municipal offices	External fabric survey	5,000			
Municipal offices	Works arising from fabric survey	20,000			
Art Gallery and Museum	Stonework remedials	10,000			
Art Gallery and Museum	Replacement humidifier	7,000			
Art Gallery and Museum	Decommission lift	10,000			
Town Hall	Stonework remedial works	10,000			
Pump Rooms	Plasterwork remedial works arising from inspection	15,000			
Pump Rooms	Upgrade CCTV system.	10,000			
Pump Rooms	Upgrade current fire alarm system with wireless	30,000			
Cemetery Gardens	Phase3 water main renewal	20,000			
Cemetery Gardens	Security fencing	15,000			
Old Chapels	Remedial works arising from stonework surveys	10,000			
Old Chapels	Bat surveys/ license	10,000			
Cemetery Yard	Renew kitchen units	5,000			
Cemetery Yard	Renew yard entrance gate	3,500			
Cemetery Yard	Repointing/painting to yard building	5,000			
Cemetery roads	Ongoing resurfacing/ pothole repairs to roads and footpaths	20,000			
Crematorium	Renew specialist entrance doors (Oak Chapel)	8,000			
Pittville Toilets	Internal & external refurbishment	10,000			
Royal Well Toilets	Internal & external refurbishment	10,000			
Regent Arcade Car Park	Deep clean to decks	7,000			
Regent Arcade Car Park	Remedial works to ramp entrance	5,000			
High Street Car Park	Resurface concrete hardstanding	10,000			
St James Street Car Park	Line marking	3,500			
Commercial Street Car Park	Line marking	3,500			
Commercial Street Car Park	Boundary wall repairs	5,000			
St Georges Road Car Park	Boundary wall repairs	5,000			
Chelt Walk car park	Boundary wall repairs	5,000			
Bath Terrace Car Park	Line marking	3,500			
Pump Rooms Car Park	Line marking	3,500			
Phoenix Passage	Renew drainage channels	12,000			
Oakley Resource Centre	Access control upgrade to all doors	15,000			
Sub Totals:		£ 598,950	£ -	£ 3	£ 598,953

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Reference	Description		22/23 Charges £	22/23 - from 01/10/22 Revised Charges £	% Uplift	23/24 - from Revised Charges £	VAT Code
1	Allotment provision <i>Prices increase in Jan each year, with one year's notice</i>						
1.001	Small Plot		36.81	36.81	4.20	38.36	NB
1.002	Medium Plot		60.97	60.97	4.20	63.53	NB
1.003	Large Plot		86.28	86.28	4.20	89.90	NB
1.004	Extra Large - 350-399m2		98.94	98.94	4.20	103.10	NB
1.005	Extra Large - 400-449m2		110.44	110.44	4.20	115.08	NB
1.006	Extra Large - 450-499m2		123.10	123.10	4.20	128.27	NB
	Senior Citizen concessions (over 60's):						
1.007	Small Plot		29.91	29.91	4.20	31.17	NB
1.008	Medium Plot		49.46	49.46	4.20	51.54	NB
1.009	Large Plot		67.88	67.88	4.20	70.73	NB
1.010	Extra Large - 350-399m2		79.38	79.38	4.20	82.71	NB
1.011	Extra Large - 400-449m2		88.58	88.58	4.20	92.30	NB
1.012	Extra Large - 450-499m2		98.94	98.94	4.20	103.10	NB
1.013	Extra charge for Council shed		10.42	10.42	4.20	10.86	NB
1.014	Admin fee (new tenant)		15.00	15.00	4.20	15.00	NB
1.015	Deposit for key - sites with Yale type key		5.00	5.00	4.20	5.00	NB
1.016	Deposit for key - sites with Garrison security key		10.00	10.00	4.20	10.00	NB
2	Building Control Fees (including VAT) Building Control Charges In accordance with Building (Local Authority Charges) Regulation 1998	No. of houses being built					
2.001	TABLE 1 New Dwellings (Total internal floor area of each dwelling must be less than 300m²) Projects larger than six properties calculated on an individual basis. Houses over 300m² total floor area calculated on an individual basis.	1	720.00	720.00	10.00	792.00	STD
	TABLE 2 Domestic and Commercial Extensions Description of work						
2.002	The erection or extension of a DETACHED garage or carport, or both, not exceeding 60m² in total		354.00	354.00	10.00	390.00	STD
2.003	Total or part conversion of attached or integral garage to provide additional habitable accommodation		276.00	276.00		390.00	STD
2.004	Any extension and loft conversion with a floor area which does not exceed 20m²		540.00	540.00	10.00	594.00	STD
2.005	Any extension and loft conversion with a floor area which exceeds 20m² but does not exceed 60m²		720.00	720.00	10.00	792.00	STD
2.006	Any extension and loft conversion with a floor area which exceeds 60m² but does not exceed 100m²		876.00	876.00	10.00	964.00	STD
	TABLE 3 Conversions and Alterations						
2.007		Under 1,000	198.00	198.00	10.00	218.00	STD
2.008	(i.e. those not specifically covered by Table 1 & 2)	1,001 to 5,000	270.00	270.00	10.00	297.00	STD
2.009		5,001 to 10,000	354.00	354.00	10.00	390.00	STD
2.010		10,001 to 20,000	480.00	480.00	10.00	528.00	STD
2.011		20,001 to 30,000	678.00	678.00	10.00	746.00	STD
2.012		30,001 to 40,000	828.00	828.00	10.00	911.00	STD
2.013		40,001 to 50,000	960.00	960.00	10.00	1,056.00	STD
2.014		50,001 to 60,000	1,182.00	1,182.00	10.00	1,300.00	STD
2.015		60,001 to 70,000	1,266.00	1,266.00	10.00	1,393.00	STD
2.016		70,001 to 80,000	1,404.00	1,404.00	10.00	1,545.00	STD
2.017	Projects over £80,001 to be agreed on an individual basis						
2.018	Up to 8 new windows installed by a non FENSA installer		102.00	102.00	10.00	113.00	STD
2.019	Over 8 new windows installed by a non FENSA installer		use estimated cost	use estimated cost			STD
3	Built Environment						
3.001	Planning Services Fee (i.e history searches etc)						STD

Reference	Description		22/23 Charges £	22/23 - from 01/10/22 Revised Charges £	% Uplift	23/24 - from Revised Charges £	VAT Code
3.002	Plans over A3	Per page	6.00	6.00	0.00	6.00	STD
3.003	CON29R Standard Enquiries		127.80	127.80	0.00	127.80	STD
3.004	CON29R Additional parcel of Land		18.00	18.00	0.00	18.00	STD
3.005	CON 29O (Part II Optional enquiries) per question 4-21		10.50	10.50	0.00	10.50	STD
3.006	CON 29O (Part II Optional enquiries) per question 22		36.50	36.50	0.00	36.50	STD
3.007	Non-Standard enquiries		30.00	30.00	0.00	30.00	STD
3.008	Admin fee for part CON29 & CON29O		10.00	10.00	25.00	12.50	STD
3.009	House Naming		35.00	35.00		50.00	NB
3.010	Change Property Name	Existing postal Address	35.00	35.00		50.00	NB
3.011	Allocating a name or number	Existing postal Address	35.00	35.00		50.00	NB
3.012	Change of Commercial Address	Existing postal Address	35.00	35.00		50.00	NB
3.013	Merging of multiple plots to one address	Existing postal Address	50.00	50.00	0.00	50.00	NB
3.014	Providing a letter / schedule of certification of a single address	Address Confirmation	25.00	25.00	0.00	25.00	NB
3.015	Issuing of a single address confirmation	Address Confirmation	35.00	35.00	0.00	35.00	NB
3.016	Number of new plots on an existing street	New Developments not involvng new street naming	50.00 per plot	50.00 per plot		50.00 per plot	NB
3.017	Numbering of block of flats on an existing street - up to 10 plots	New Developments not involvng new street naming	50.00 per plot	50.00 per plot		50.00 per plot	NB
3.018	Numbering of block of flats on an existing strett - 10+ plots	New Developments not involvng new street naming	600.00	600.00		600.00	NB
3.019	Naming and numbering of new properties including commercial building (1-5)	Developments requiring new street naming and numbering	50.00 per plot	50.00 per plot		50.00 per plot	NB
3.020	Naming and numbering of new properties including commercial building (6-25)	Developments requiring new street naming and numbering	400.00	400.00		400.00	NB
3.021	Naming and numbering of new properties including commercial building (16-25)	Developments requiring new street naming and numbering				600.00	
3.022	Naming and numbering of new properties including commercial building (26-75)	Developments requiring new street naming and numbering	700.00	700.00		800.00	NB
3.023	Naming and numbering of new properties including commercial building (76-150)	Developments requiring new street naming and numbering	1,000.00	1,000.00		1,000.00	NB
3.024	Naming and numbering of new properties including commercial building (151-250)	Developments requiring new street naming and numbering	1,250.00	1,250.00		1,250.00	NB
3.025	Naming and numbering of new properties including commercial building (251-350)	Developments requiring new street naming and numbering	1,500.00	1,500.00		1,500.00	NB
3.026	Naming and numbering of new properties including commercial building (351-500)	Developments requiring new street naming and numbering	1,750.00	1,750.00		1,750.00	NB
3.027	Naming and numbering of new properties including commercial building (501+)	Developments requiring new street naming and numbering	2,000.00	2,000.00		2,000.00	NB
3.028	New Street name required (1)	Developments requiring new street naming and numbering	100.00	100.00		100.00	NB
3.029	New Street name required (2-5)	Developments requiring new street naming and numbering	200.00	200.00		200.00	NB
3.030	New Street name required (6-10)	Developments requiring new street naming and numbering	400.00	400.00		400.00	NB
3.031	New Street name required (10+)	Developments requiring new street naming and numbering	500.00	500.00		500.00	NB
3.032	Charge for developer amending plans after naming and numbering has commenced		200.00	200.00		200.00	NB
3.033	Failure to register a correct address vuida strett naming and numbering may result in the need for retrospective application		Fee charge will be based on 120% of original application fee charge	Fee charge will be based on 120% of original application fee charge		Fee charge will be based on 120% of original application fee charge	NB
3.034	Enforcement action may be taken for the ise of an incorrect or unregistered address		Where enforcement action is required when an owner / occupier fails to comply, expenses may be recovered through the Magistrates Court	Where enforcement action is required when an owner / occupier fails to comply, expenses may be recovered through the Magistrates Court		Where enforcement action is required when an owner / occupier fails to comply, expenses may be recovered through the Magistrates Court	NB

Reference	Description		22/23 Charges £	22/23 - from 01/10/22 Revised Charges £	% Uplift	23/24 - from Revised Charges £	VAT Code
4.001	Bus departures, price per departure (local)		0.80	0.80	12.50	0.90	STD
4.002	Bus departures, price per departure (visitors)		1.50	1.50	10.00	1.65	STD
5	Car Parking Fines - Off Street						
	Penalty Charge Notices - On/Off Street *						
5.001	Higher Band (e.g. parking on double yellow line or in disabled bay (without badge)) *	Paid within 14 days	35.00	35.00	0.00	35.00	NB
5.002	Higher Band *	Paid after 14 days	70.00	70.00	0.00	70.00	NB
5.003	Lower Band (e.g. overstays, failure to pay the parking charge or display a valid ticket) *	Paid within 14 days	25.00	25.00	0.00	25.00	NB
5.004	Lower Band *	Paid after 14 days	50.00	50.00	0.00	50.00	NB
	* Set by Gloucestershire County Council acting as the Highways Authority in accordance with Department of Transport regulations						
6	Car Parking - Off Street (inclusive of VAT)						
6.001	Bath Parade	Up to 1 hr	1.70	1.70	0.00	1.70	STD
6.002	Portland Street	Up to 2 hrs	3.10	3.10	0.00	3.10	STD
6.003	St George's Road	Up to 3 hrs	4.50	4.50	0.00	4.50	STD
6.004	St James Street	Up to 4 hrs	6.00	6.00	0.00	6.00	STD
6.005		Up to 6 hrs	10.00	10.00	0.00	10.00	STD
6.006		Over 6 hrs	12.00	12.00	0.00	12.00	STD
6.007	Royal Well	Up to half an hour					STD
6.008		Up to 1 hr	1.70	1.70	0.00	1.70	STD
6.009		Up to 2 hrs	3.10	3.10	0.00	3.10	STD
6.010		Up to 3 hrs	4.50	4.50	0.00	4.50	STD
6.011		Up to 4 hrs	6.00	6.00	0.00	6.00	STD
6.012	Chelt Walk	Up to 1 hr	n/a	n/a			STD
6.013		Up to 2 hrs	2.90	2.90	0.00	2.90	STD
6.014		Up to 3 hrs	4.50	4.50	0.00	4.50	STD
6.015		Up to 4 hrs	6.00	6.00	0.00	6.00	STD
6.016		Over 4 hrs	10.00	10.00	0.00	10.00	STD
6.017	High Street	Up to 2 hrs	3.10	3.10	0.00	3.10	STD
6.018		Up to 3 hrs	3.90	3.90	0.00	3.90	STD
6.019		Up to 4 hrs	6.00	6.00	0.00	6.00	STD
6.020		Over 4 hrs	10.00	10.00	0.00	10.00	STD
6.021	Sherborne Place	Up to 2 hrs	2.90	2.90	0.00	2.90	STD
6.022		Up to 3 hrs	3.90	3.90	0.00	3.90	STD
6.023		Up to 4 hrs	6.00	6.00	0.00	6.00	STD
6.024		Over 4 hrs	10.00	10.00	0.00	10.00	STD
6.025	Bath Terrace	Up to 1 hr	1.00	1.00	0.00	1.00	STD
6.026	Commercial Street	Up to 2 hrs	1.50	1.50	0.00	1.50	STD
6.027		Up to 3 hrs	2.00	2.00	0.00	2.00	STD
6.028		Over 3 hrs	5.50	5.50	0.00	5.50	STD
6.029	Coronation Square	Up to 1 hr	0.30	0.30	0.00	0.30	STD
6.030	Local businesses only	Up to 2 hrs	0.50	0.50	0.00	0.50	STD
6.031		Up to 4 hrs	1.00	1.00	0.00	1.00	STD
6.032		Over 4hrs	2.00	2.00	0.00	2.00	STD
6.033		Annual Permit (All day)					STD
6.034	Town Centre East (formerly known as Grosvenor Terrace)	Up to 1 hr	1.50	1.50	0.00	1.50	STD
6.035		Up to 2 hrs	2.90	2.90	0.00	2.90	STD
6.036		Up to 3 hrs	3.90	3.90	0.00	3.90	STD

Reference	Description		22/23 Charges £	22/23 - from 01/10/22 Revised Charges £	% Uplift	23/24 - from Revised Charges £	VAT Code
6.037		Up to 4 hrs	4.50	4.50	0.00	4.50	STD
6.038		Up to 6 hrs					STD
6.039		Over 6 hrs	8.00	8.00	0.00	8.00	STD
6.040		3 mth permit					STD
6.041		6 mth permit					STD
6.042		Annual permit					STD
6.043	Phoenix Passage (West End)	Up to 1 hr	1.20	1.20	0.00	1.20	STD
6.044		Up to 2 hrs	2.50	2.50	0.00	2.50	STD
6.045		Up to 3 hrs	3.50	3.50	0.00	3.50	STD
6.046		Up to 4 hrs	5.50	5.50	0.00	5.50	STD
6.047		Up to 6 hrs	8.00	8.00	0.00	8.00	STD
6.048		Over 6 hrs	12.00	12.00	0.00	12.00	STD
6.049	Regent Arcade	after 5.30pm	2.50	2.50	0.00	2.50	STD
6.050		Up to 1 hr	1.70	1.70	0.00	1.70	STD
6.051		Up to 2 hrs	3.10	3.10	0.00	3.10	STD
6.052		Up to 3 hrs	4.50	4.50	0.00	4.50	STD
6.053		Up to 4 hrs	6.00	6.00	0.00	6.00	STD
6.054		Up to 6 hrs	10.00	10.00	0.00	10.00	STD
6.055		Up to 8 hrs	14.00	14.00	0.00	14.00	STD
6.056		Over 8 hrs	15.00	15.00	0.00	15.00	STD
6.057		Lost ticket	15.00	15.00	0.00	15.00	STD
6.058	Rodney Road	Up to 1 hr	1.70	1.70	0.00	1.70	STD
6.059		Up to 2 hrs	3.10	3.10	0.00	3.10	STD
6.060		Up to 3 hrs	4.50	4.50	0.00	4.50	STD
6.061		Up to 4 hrs	6.00	6.00	0.00	6.00	STD
6.062		Up to 6 hrs	10.00	10.00	0.00	10.00	STD
6.063		Over 6 hrs	12.00	12.00	0.00	12.00	STD
6.064	Pittville Pump Room	Up to 1 hr	1.00	1.00	0.00	1.00	STD
6.065		Up to 2 hrs	1.50	1.50	0.00	1.50	STD
6.066		Up to 3hrs	2.00	2.00	0.00	2.00	STD
6.067		Up to 4hrs	2.00	2.00	0.00	2.00	STD
6.068		Over 3 hrs	5.50	5.50	0.00	5.50	STD
6.069	St Georges Road	Up to 1 hr	1.70	1.70	0.00	1.70	STD
6.070		Up to 2 hrs	2.90	2.90	0.00	2.90	STD
6.071		Up to 3 hrs	4.50	4.50	0.00	4.50	STD
6.072		Up to 4 hrs	6.00	6.00	0.00	6.00	STD
6.073		Up to 6 hrs	10.00	10.00	0.00	10.00	STD
6.074		Over 6 hrs	12.00	12.00	0.00	12.00	STD
6.075	Lansdown Place Lane	Up to 1 hr	1.00	1.00	0.00	1.00	STD
6.076		Up to 2 hrs	1.50	1.50	0.00	1.50	STD
6.077		Up to 3 hrs	2.00	2.00	0.00	2.00	STD
6.078		Over 3 hrs	5.50	5.50	0.00	5.50	STD
7	Car Parking - Off Street permits (inclusive of VAT)						
7.001	Existing residents' Off street Annual all-day permit (Mon to Sun)		222.50	222.50	0.00	222.50	STD
7.002	Any residents' Off street Annual overnight permit (Mon to Sun 5pm to 9am)		58.00	58.00	0.00	58.00	STD
7.003	Farmers' Market annual market day parking permit for North Place		14.00	14.00	0.00	14.00	STD
7.004	Councillors annual permit for rear Municipal Offices Parking		144.00	144.00	0.00	144.00	STD
7.005	St Johns Primary School annual permit (pick-up set-down St James Street car park)		14.20	14.20	0.00	14.20	STD
7.006	Crescent Bakery Surgery - annual permit for St Georges Road		770.00	770.00	0.00	770.00	STD
7.007	St Georges Road daily permit (CPS, Magistrates, Probation Office only)		8.60	8.60	0.00	8.60	STD
7.008	Bath Terrace Business Permits		219.50	219.50	0.00	219.50	STD

Reference	Description	22/23 Charges £	22/23 - from 01/10/22 Revised Charges £	% Uplift	23/24 - from Revised Charges £	VAT Code
7.009	Bath Terrace Business Permits (Half yearly)	120.50	120.50	0.00	120.50	STD
7.010	Cheltenham Bowls Club (4 hour permit)	2.70	2.70	0.00	2.70	STD
8	Cemetery					
8.001	FEE for USE of CHAPEL for BURIAL and MEMORIAL SERVICES at CHELTENHAM CEMETERY	210.00	210.00	10.00	231.00	EX
8.002	Use of Chapel for burial Sunrise Service only	110.00	110.00	10.00	121.00	EX
8.003	Over running allotted service time - Up to 10 minutes	80.00	80.00	30.00	104.00	EX
8.004	Over running allotted service time - Over 10 minutes	80.00	250.00	0.00	250.00	
	Obitus (New Revised Service Offer)					
8.005	Halo Photo (Single Image)	N/A	0.00	0.00	0.00	STD
8.006	Basic Slideshow	N/A	45.00	0.00	45.00	STD
8.007	Music Slideshow	N/A	70.00	0.00	70.00	STD
8.008	Themed Tribute	N/A	95.00	0.00	95.00	STD
8.009	Extra Single Photo	N/A	12.00	0.00	12.00	STD
8.010	Family Supplied Video/Tribute	N/A	25.00	0.00	25.00	STD
8.011	Bespoke Tribute	N/A	400.00	0.00	400.00	STD
8.012	Extra Work Charge	N/A	21.00	0.00	21.00	STD
8.013	Extra Photo Charge	N/A	21.00	0.00	21.00	STD
8.014	Tribute Download	N/A	10.00	0.00	10.00	STD
8.015	Live & On Demand (Stream Live & Watch On Demand for 28 Days + Option to Download)	N/A	49.00	0.00	49.00	STD
8.016	Live Only	N/A	33.00	0.00	33.00	STD
8.017	DVD/USB/Blu-Ray/Audio CD Keepsake	N/A	55.00	0.00	55.00	STD
8.018	Video Book Keepsake	N/A	95.00	0.00	95.00	STD
8.019	Memory Box Keepsake	N/A	130.00	0.00	130.00	STD
8.020	Second Copies	N/A	28.00	0.00	28.00	STD
8.021	Obitus Bundle - Halo Photo/Music Slideshow/Webcast/x1 Keepsake	N/A	159.00	0.00	159.00	STD
8.022	Live & on demand, halo photo & basic slideshow - Service for young people	N/A	0.00	0.00	0.00	STD
	<i>*Change in Products and services so new fees and charges have been created (Above)</i>					
	BURIAL FEES (Not liable to VAT)					
	NEW PURCHASE (Lawn Garden) GRAVES					
8.023	Exclusive Right of Burial 75 years	1,220.00	1,220.00	10.00	1,342.00	NB
8.024	Exclusive Right of Burial 99 years	1,609.00	1,609.00	10.00	1,769.90	NB
	NEW PURCHASE (Traditional) Graves					
8.025	Exclusive Right of Burial 75 years	1,525.00	1,525.00	10.00	1,677.50	NB
8.026	Exclusive Right of Burial 99 years	2,012.00	2,012.00	10.00	2,213.20	NB
	NEW PURCHASE CREMATION GRAVES					
8.027	Exclusive Right of Burial 75 years	775.00	775.00	10.00	852.50	NB
8.028	Exclusive Right of Burial 99 years	1,024.00	1,024.00	10.00	1,126.40	NB
	CHILD'S GRAVE (not available at Charlton Kings Cemetery)					
8.029	Exclusive Right of Burial 75 years	450.00	450.00	10.00	495.00	NB
8.030	Exclusive Right of Burial 99 years	595.00	595.00	10.00	654.50	NB
	For children up to the age of 12 years, in used or new ground (at a depth not exceeding 6ft. (1.8m)					
	<i>*Removal of 50 years - Min term is now 75 years</i>					
	INTERMENT FEES					
	FEES to OPEN EXISTING PLOT (Interment Fee)					
8.031	Child who has not reached his or her 16th Birthday not exceeding single depth					NB

Reference	Description	22/23 Charges £	22/23 - from 01/10/22 Revised Charges £	% Uplift	23/24 - from Revised Charges £	VAT Code
8.032	Open for single interment	793.00	793.00	10.00	872.30	NB
8.033	Open for double interment	993.00	993.00	10.00	1,092.30	NB
8.034	Open for ashes	206.00	206.00	10.00	226.60	NB
8.035	Two sets of cremated remains interred at same time - with or without appointment	250.00	250.00	10.00	275.00	NB
8.036	For a single set of cremated remains placed within the coffin of a full burial	37.00	37.00	10.00	40.70	NB
PRE-PURCHASE of (Lawn Garden) FULL GRAVES						
8.037	Exclusive Right of Burial 75 years	1,411.00	1,411.00	10.00	1,552.10	NB
8.038	Exclusive Right of Burial 99 years	1,801.00	1,801.00	10.00	1,981.10	NB
PRE-PURCHASE of (Traditional) FULL GRAVES						
8.039	Exclusive Right of Burial 75 years	1,779.00	1,779.00	10.00	1,956.90	NB
8.040	Exclusive Right of Burial 99 years	2,266.00	2,266.00	10.00	2,492.60	NB
PRE-PURCHASE of ASHES GRAVES						
8.041	Exclusive Right of Burial 75 years	913.00	913.00	10.00	1,004.30	NB
8.042	Exclusive Right of Burial 99 years	1,161.00	1,161.00	10.00	1,277.10	NB
8.043	Renew or extend Exclusive Right of Burial 25 years (Adult Traditional Style Grave Only)	440.00	440.00	10.00	484.00	
8.044	Renew or extend Exclusive Right of Burial 25 years Adult (Lawn Garden Grave)	440.00	440.00	10.00	484.00	NB
8.045	Renew or extend Exclusive Right of Burial 25 years (Childs grave)	142.00	142.00	10.00	156.20	NB
8.046	Renew or extend Exclusive Right of Burial 25 years Cremated Remains Grave	258.00	258.00	10.00	283.80	NB
<i>*Removal of 50 years - Min term is now 75 years</i>						
MONUMENTS, HEADSTONES, VASES and TABLETS (Not liable to VAT)						
For the Right to Erect or place on a Grave or Vault in respect of which an Exclusive Right of Burial has been						
8.047	(A) i) Lawn Garden - Headstone not exceeding 3ft 6 ins. (1070mm) high by 3ft (915mm) wide including base by 2ft 6in (762mm) front to back	288.00	288.00	10.00	316.80	EX
8.048	ii) Traditional - Headstone or Monument in any other form not exceeding 5ft (1525mm) high by 3ft 1in.(940mm) wide by 7 ft 1in (2160mm) front to back including the base.	288.00	288.00	10.00	316.80	EX
8.049	iii) Traditional - Kerb set additional to headstone not exceeding 3ft 1in (940mm) wide by 7 ft 1in.(2160mm) front to back	160.00	160.00	10.00	176.00	EX
8.050	iv) Traditional - Headstone and Kerbs or Kerb Set only.	448.00	448.00	10.00	492.80	EX
8.051	v) Child's Grave - Headstone or Monument in any other form not exceeding 3ft (915mm) high by 2ft (610mm) wide by 2ft 6ins (762mm) including the base.	0.00	0.00	10.00	0.00	EX
8.052	(B) An Inscribed Vase not exceeding 12ins (0.3m) high, provided that no such fee shall be payable if such Vase is erected or placed in conjunction with a headstone or monument in any other form.	119.00	119.00	10.00	130.90	EX
8.053	(C) An Inscribed Tablet not exceeding 24ins (0.6m) by 18ins (0.4m) on any position grave except in the Lawn Garden.	119.00	119.00	10.00	130.90	EX
8.054	(D) Charlton Kings Gardens of Remembrance - An Inscribed Vase or Tablet not exceeding 12ins (0.3m) high or 12ins (0.3m) square.	119.00	119.00	10.00	130.90	EX
8.055	(E) Additional Inscriptions	119.00	119.00	10.00	130.90	EX
8.056	Cremated Remains Grave Headstone not exceeding 2ft high, 18" wide	199.00	199.00	10.00	218.90	EX
9	Contaminated Land Fees (inclusive of VAT)					
9.001	Contaminated land and pollution searches - standard service - response within 20 working days	£152 Standard Service (response within 20 working days)	£152 Standard Service (response within 20 working days)	10.10	£167 Standard Service (response within 20 working days)	STD
9.002	Contaminated land and pollution searches - expedited service - response within 10 working days	£227 Expedited Service (response within 10 working days)	£227 Expedited Service (response within 10 working days)	10.00	£250 Expedited Service (response within 10 working days)	STD
10	Council Tax/NNDR					
10.001	Legal Fees Costs charged for summonses to court for non-payment of Council Tax				55.00	NB

Reference	Description	22/23 Charges £	22/23 - from 01/10/22 Revised Charges £	% Uplift	23/24 - from Revised Charges £	VAT Code
10.002	Costs charged for summonses to court for non-payment of NNDR			75.00		NB
11	Cremations					
11.001	ADULT SERVICE - CLASSIC 35 minutes service	925.00	925.00	10.00	1,017.50	EX
11.002	Medical Referee Fee	25.00	25.00	10.00	27.50	EX
11.003	ADULT CREMATION - Direct Cremation	450.00	400.00	0.00	400.00	EX
11.004	ADULT CREMATION SUNRISE 15 minutes service	660.00	660.00	0.00	660.00	EX
11.005	Cremate Body Parts	45.00	45.00	10.00	49.50	EX
11.006	USE of ORGAN (no longer included in cremation fee)	25.00	25.00	10.00	27.50	EX
	BOOK of REMEMBRANCE					
11.007	2 Line Entry	65.00	65.00	10.00	71.50	STD
11.008	3 Line Entry	86.00	86.00	10.00	94.60	STD
11.009	4 Line Entry	106.00	106.00	10.00	116.60	STD
11.010	5 Line Entry	125.00	125.00	10.00	137.50	STD
11.011	6 Line Entry	146.00	146.00	10.00	160.60	STD
11.012	7 Line Entry	166.00	166.00	10.00	182.60	STD
11.013	8 Line Entry	187.00	187.00	10.00	205.70	STD
11.014	Crest, Badge or Floral Emblem - with 5 Line Entry	218.00	218.00	10.00	239.80	STD
11.015	Crest, Badge or Floral Emblem with 8 Line Entry	279.00	279.00	10.00	306.90	STD
11.016	Full Heraldic Device with 8 Line Entry	311.00	311.00	10.00	342.10	STD
	REMEMBRANCE CARDS with COPY of INSCRIPTION (inclusive of VAT) (Only in conjunction with an Entry in the Book of Remembrance)					
11.017	2 Line Entry	51.00	51.00	10.00	56.10	STD
11.018	3 Line Entry	71.00	71.00	10.00	78.10	STD
11.019	4 Line Entry	92.00	92.00	10.00	101.20	STD
11.020	5 Line Entry	112.00	112.00	10.00	123.20	STD
11.021	6 Line Entry	132.00	132.00	10.00	145.20	STD
11.022	7 Line Entry	153.00	153.00	10.00	168.30	STD
11.023	8 Line Entry	172.00	172.00	10.00	189.20	STD
11.024	Crest, Badge or Floral Emblem with 5 Line Entry	165.00	165.00	10.00	181.50	STD
11.025	Crest, Badge or Floral Emblem with 8 Line Entry	226.00	226.00	10.00	248.60	STD
11.026	Full Heraldic Device with 8 Line Entry	258.00	258.00	10.00	283.80	STD
	MINIATURE BOOK of REMEMBRANCE with COPY of INSCRIPTION (inclusive of VAT) (Only in conjunction with an Entry in the Book of Remembrance) Note: Each Additional inscription in the miniature book will be as remembrance card prices					
11.027	2 Line Entry	65.00	65.00	10.00	71.50	STD
11.028	3 Line Entry	86.00	86.00	10.00	94.60	STD
11.029	4 Line Entry	106.00	106.00	10.00	116.60	STD
11.030	5 Line Entry	125.00	125.00	10.00	137.50	STD
11.031	6 Line Entry	146.00	146.00	10.00	160.60	STD
11.032	7 Line Entry	166.00	166.00	10.00	182.60	STD
11.033	8 Line Entry	187.00	187.00	10.00	205.70	STD
11.034	Crest, Badge or Floral Emblem - with 5 Line Entry	218.00	218.00	10.00	239.80	STD
11.035	Crest, Badge or Floral Emblem with 8 Line Entry	279.00	279.00	10.00	306.90	STD
11.036	Full Heraldic Device with 8 Line Entry	311.00	311.00	10.00	342.10	STD
	BRONZE MEMORIAL KERB, SEAT and TREE PLAQUES					
11.037	Kerb Plaque (153mm x 102mm) (6" x 4") for 10 years	296.00	296.00	10.00	325.60	EX
11.038	Kerb Plaque (153mm x 102mm) (6" x 4") for 20 years					EX
11.039	Kerb Plaque (153mm x 102mm) (6" x 4") for 30 years					EX
11.040	Kerb Plaque (153mm x 102mm) (6" x 4") for 40 years					EX
11.041	Memorial Tree Plaque (178mm x 128mm) (7" x 5")	421.00	421.00	10.00	463.10	EX

Reference	Description	22/23 Charges £	22/23 - from 01/10/22 Revised Charges £	% Uplift	23/24 - from Revised Charges £	VAT Code
11.042	Memorial Tree Plaque (230mm x 153mm) (9" x 6")	649.00	649.00	10.00	713.90	EX
11.043	Memorial Seat Plaque 9" x 2.5" or 12" x 2.5"					EX
11.044	Replacement Seat Plaque - like for like					EX
11.045	Replacement Seat Plaque - different to original					EX
11.046	Reservation of Kerb Plaque Space in the Gardens of Remembrance - not refundable. (not liable to VAT)	88.00	88.00	10.00	96.80	EX
11.047	Renovate plaques for kerb, tree, bench or Recordia Wall	84.00	84.00	10.00	92.40	STD
11.048	Replacement tree plaque - different to original	204.00	204.00	10.00	224.40	EX
	LEATHER PANEL - in Cloisters					
11.049	Blue leather panel with 10 year lease	296.00	296.00	10.00	325.60	EX
11.050	Renewal of lease Blue leather panel - @ £15 per year minimum 5 years	85.00	85.00	10.00	93.50	EX
	GRANITE SEAT PLAQUE					
11.051	Granite Seat Plaque (Single Inscription) 10 years					EX
11.052	Granite Seat Plaque (Single Inscription) 20 years					EX
	RECORDIA WALL MEMORIAL PLAQUE in the GARDENS of REMEMBRANCE at CHARLTON KINGS CEMETERY					
11.053	Wall Plaque (153mm x 102mm) (6" x 4")	500.00	500.00	10.00	550.00	EX
11.054	Reservation of Plaque Space (not liable to VAT)	88.00	88.00	10.00	96.80	EX
	BABY REMEMBRANCE GARDEN MEMORIAL PLAQUES					
11.055	6" x 3" 10 years	213.00	213.00	10.00	234.30	EX
11.056	7.25" x 3" 10 years	259.00	259.00	10.00	284.90	EX
11.057	8.5" x 3" 10 years	304.00	304.00	10.00	334.40	EX
11.058	9.75" x 3" 10 years	350.00	350.00	10.00	385.00	EX
11.059	11" x 3" 10 years	394.00	394.00	10.00	433.40	EX
	BABY REMEMBRANCE GARDEN MEMORIAL PLAQUES RENEWAL					
11.060	6" x 3" additional 10 years lease	139.00	139.00	10.00	152.90	EX
11.061	7.25" x 3" additional 10 years lease	139.00	139.00	10.00	152.90	EX
11.062	8.5" x 3" additional 10 years lease	139.00	139.00	10.00	152.90	EX
11.063	9.75" x 3" additional 10 years lease	139.00	139.00	10.00	152.90	EX
11.064	11" x 3" additional 10 years lease	139.00	139.00	10.00	152.90	EX
	VASE BLOCK					
11.065	Vase Block (Single Inscription) 10 years	524.00	524.00	10.00	576.40	EX
11.066	Reservation of Vase Block with 10 years lease	524.00	524.00	10.00	576.40	EX
11.067	Additional 10 years lease	209.00	209.00	10.00	229.90	EX
11.068	Repaint lettering	68.00	68.00	10.00	74.80	STD
	TREE BLOCK					
11.069	Tree Block 25 years lease	1,152.00	1,152.00	10.00	1,267.20	EX
11.070	Additional 25 year lease	470.00	470.00	10.00	517.00	EX
	BELOW GROUND SANCTUM VAULT					
11.071	Below ground vault - large enough to accept two sets of cremated remains (20 years lease)	1,705.00	1,705.00	10.00	1,875.50	EX
11.072	Reservation with 20 years lease	1,705.00	1,705.00	10.00	1,875.50	EX
11.073	Additional 10 year lease	314.00	314.00	10.00	345.40	EX
	ABOVE GROUND NICHE					
11.074	Above ground niche - two sets of ashes 20 year lease inc first casket, first inscription and flower holder	1,506.00	1,506.00	10.00	1,656.60	EX
11.075	Reservation with 20 years lease	1,506.00	1,506.00	10.00	1,656.60	EX
11.076	Additional 10 year lease	314.00	314.00	10.00	345.40	EX
11.077	Photograph/Design additional charge	107.00	107.00	10.00	117.70	EX
	ADDITIONAL FEE FOR NICHE/VAULT/BLOCKS					

Reference	Description	22/23 Charges £	22/23 - from 01/10/22 Revised Charges £	% Uplift	23/24 - from Revised Charges £	VAT Code
	Inscription ~ either second OR first if purchased in reserve on Vase Block/Boulder Block/Niche/Vault					EX
	LEAF BLOCK					
11.078	Immediate use to include 20 years lease	1,406.00	1,406.00	10.00	1,546.60	EX
11.079	Reservation to include 20 years lease	1,406.00	1,406.00	10.00	1,546.60	EX
11.080	Renewal of lease for additional 10 years	376.00	376.00	10.00	413.60	EX
11.081	LEAF BLOCK - ABOVE GROUND NICHE					
11.082	Immediate use small niche for one set of ashes 20 years lease					EX
11.083	Reservation small niche for one set of ashes 20 years lease					EX
11.084	Renewal of lease for additional 10 years small leaf block niche					EX
11.085	Immediate use large niche for two sets of ashes 20 years lease	1,607.00	1,607.00	10.00	1,767.70	EX
11.086	Reservation large niche for two sets of ashes 20 years lease	1,607.00	1,607.00	10.00	1,767.70	EX
11.087	Renewal of lease for additional 10 years large leaf block niche	376.00	376.00	10.00	413.60	EX
11.088	Dandelion ashes urn	73.00	73.00	10.00	80.30	EX
11.089	Inscription of Leaf Block tablet	325.00	325.00	10.00	357.50	EX
11.090	Second inscription but with new Leaf Block tablet	422.00	422.00	10.00	464.20	EX
	POND MARKERS ~ no longer available to purchase - only add to existing purchased memorial					
11.091	Renewal of lease for additional 20 years - Pond Marker above ground niche	376.00	376.00	10.00	413.60	EX
11.092	Large memorial tablet including inscription	426.00	426.00	10.00	468.60	EX
	MEMORIAL BENCH					
11.093	Provision of a council sanctioned hardwood 5 foot bench inc plaque, hard standing, fixing for lease period of 20 years	1,152.00	1,152.00	10.00	1,267.20	EX
11.094	Provision of a council sanctioned hardwood 6 foot bench inc plaque, hard standing, fixing for lease period of 20 years	1,270.00	1,270.00	10.00	1,397.00	EX
11.095	Renovation of memorial bench to include removal, cleaning, retreating and replace	188.00	188.00	10.00	206.80	STD
11.096	Remove and resite existing bench - hardstanding and labour	117.00	117.00	10.00	128.70	STD
11.097	Removal and Resiting of Kerb Plaque in Gardens of Remembrance (excluding renovation)	57.00	57.00	10.00	62.70	STD
11.098	Replacement Kerb Plaque (153mm x 102mm) (6" x 4") (inclusive of VAT)	129.00	129.00	10.00	141.90	EX
11.099	Replacement Kerb Plaque (153mm x 102mm) (6" x 4") (inclusive of VAT) different to original but no change to lease	129.00	129.00	10.00	141.90	EX
11.100	Replacement Tree (like for like)	N/A	N/A			EX
11.101	Replacement tree plaque - different to original					EX
11.102	Renewal of rights on Kerb Plaques per year, MINIMUM 5 years					EX
	FEES for SCATTERING/INTERRING CREMATION ASHES SCATTER in GARDENS of REMEMBRANCE or ON A GRAVE					
11.103	Cremated at Cheltenham - no appointment	37.00	37.00	10.00	40.70	STD
11.104	Cremated at Cheltenham - by appointment	73.00	73.00	10.00	80.30	STD
11.105	Cremated Elsewhere - with or without appointment	94.00	94.00	10.00	103.40	STD
11.106	Double Scattering if both sets cremated elsewhere - with or without appointment	131.00	131.00	10.00	144.10	STD
	MISCELLANEOUS CHARGES					
11.107	Retention of Cremated Remains in temporary deposit pending final disposal -per month after the first month	38.00	38.00	10.00	41.80	EX
11.108	Loan of Bronze Scattering Casket where final disposal is elsewhere	N/A	N/A		NA	EX
11.109	Additional Cremation Certificate	24.00	24.00	10.00	26.40	STD
11.110	Search Fee	17.00	17.00	10.00	18.70	STD
11.111	Polytainer	32.00	32.00	10.00	35.20	STD
11.112	Urn	42.00	42.00	10.00	46.20	STD
11.113	Casket	63.00	63.00	10.00	69.30	STD
11.114	Transfer of Grave Ownership	50.00	50.00	10.00	55.00	STD
	(Note: There is no Chapel at Charlton Kings Cemetery - Committal Services only)					
12	Electoral Registration					
	SALE OF PUBLICATIONS					
12.001	Register of Electors - hardcopy	Varies	Varies		Varies	NB

Reference	Description	22/23 Charges £	22/23 - from 01/10/22 Revised Charges £	% Uplift	23/24 - from Revised Charges £	VAT Code
12.002	Data for Register of Electors - hardcopy Plus cost of actual postage if applicable (can be emailed) Cost set down in legislation. Labels i.e. names & house addresses for parties Rare occurrence & cost set down in legislation.	Varies	Varies		Varies	NB
12.003	Street Index	20.00	20.00	0.00	20.00	NB
12.004	Data for Street Index Plus cost of actual postage if applicable (can be emailed)	23.00	23.00	0.00	23.00	NB
12.005	Marked copies of Polling Station Registers - (cost set down in legislation)	Varies	Varies		Varies	NB
13	Food Safety Fees (inclusive of VAT)					
13.001	Primary Authority Partnerships - set up costs	£75 per hour or part thereof	£75 per hour or part thereof	10.1	£83 per hour or part thereof	STD
13.002	Copies of any reports, preparation of statements etc (non commercial)	£75 per hour or part thereof	£75 per hour or part thereof	10.1	£83 per hour or part thereof	STD
13.003	Advice and consultancy - primary authority related	£75 per hour or part thereof	£75 per hour or part thereof	10.1	£83 per hour or part thereof	STD
13.004	Food Hygiene Rating Scheme requested revisits	£170	£170		185.00	
13.005	Gain and Retain a Rating of 5	£75 per hour or part thereof	£75 per hour or part thereof	10.1	£83 per hour or part thereof	STD
13.006	Food safety/hygiene advice and consultancy (excluding Primary Authority Partnerships)	£75 per hour or part thereof	£75 per hour or part thereof	10.1	£83 per hour or part thereof	STD
13.007	Health Certificates and attestations			10.1	£83/hr	
14	Health & Safety Fees (inclusive of VAT)					
14.001	Tattoo Hygiene Rating Scheme	Inspection and rating of premises Annual inspection of premises Re-rating of premises upon request from business	115.00 115.00	10.10 10.10	127.00 127.00 127.00	STD STD STD
14.002	Copies of any reports, preparation of statements etc	£75 per hour or part thereof	£75 per hour or part thereof	10.1	£83 per hour or part thereof	STD
14.003	Health and Safety advice and consultancy (including beauty registrations but EXCLUDING animal licensing)	£75 per hour or part thereof	£75 per hour or part thereof	10.1	£83 per hour or part thereof	STD
	Beauty Registration Pre-Application Fees					
14.004	Soft/advisory visit	£75 per hour or part thereof	£75 per hour or part thereof	10.10	£83 per hour or part thereof	STD
14.005	Typed report following soft/advisory visit	£75 per hour or part thereof	£75 per hour or part thereof	10.10	£83 per hour or part thereof	STD
14.006	Telephone advice (15 minutes)	£75 per hour or part thereof	£75 per hour or part thereof	10.10	£83 per hour or part thereof	STD
14.007	Document template toolkit (when available)	N/A	N/A		N/A	STD
16	Licence Fees					
	Beauty Registration Fees: Acupuncture, tattooing, electrolysis and skin piercing					
16.001	Personal licence	111.00	111.00	10.10	122.00	NB
16.002	Premises licence	111.00	111.00	10.10	122.00	NB
16.003	Replacement or reissued certificate	17.00	17.00	10.10	19.00	NB
16.004	Variation of registration including certificate	52.00	52.00	10.10	57.00	NB
	Animal boarding establishments Kennel/cattery/homeboarding/Day care					
	License application and issue		265.00	10.10	292.00	
	Franchises and arrangers				POA	
	Dangerous wild animals (excluding veterinary fees)					
16.005	New Application	204.00	204.00	10.10	224.00	NB

Reference	Description		22/23 Charges £	22/23 - from 01/10/22 Revised Charges £	% Uplift	23/24 - from Revised Charges £	VAT Code
16.006	Renewal		151.00	151.00	10.10	166.00	NB
16.007	Dog Breeding (excluding veterinary fees) New Application			300.00	10.10	330.00	NB
16.008	Replacement or reissued certificate (animal licensing)					19.00	NB
16.009	Variation of licence including certificate					POA	NB
	GAMBLING ACT 2005 - Bingo Club						NB
16.010	New application	min	2,939.00	2,939.00	0.00	2,939.00	NB
16.011	Annual fee	min	842.00	842.00	0.00	842.00	NB
16.012	Application to vary	min	1,472.00	1,472.00	0.00	1,472.00	NB
16.013	Application to transfer	min	1,008.00	1,008.00	0.00	1,008.00	NB
16.014	Application for reinstatement	min	1,008.00	1,008.00	0.00	1,008.00	NB
16.015	Application for provisional statement	min	2,939.00	2,939.00	0.00	2,939.00	NB
16.016	Licence application (provisional statement holders)	min	1,008.00	1,008.00	0.00	1,008.00	NB
16.017	Copy licence	min	25.00	25.00	0.00	25.00	NB
16.018	Notification of change	min	40.00	40.00	0.00	40.00	NB
	GAMBLING ACT 2005 - Betting Premises Exc. Track						
16.019	New application	min	2,522.00	2,522.00	0.00	2,522.00	NB
16.020	Annual fee	min	504.00	504.00	0.00	504.00	NB
16.021	Application to vary	min	1,259.00	1,259.00	0.00	1,259.00	NB
16.022	Application to transfer	min	1,008.00	1,008.00	0.00	1,008.00	NB
16.023	Application for reinstatement	min	1,008.00	1,008.00	0.00	1,008.00	NB
16.024	Application for provisional statement	min	2,522.00	2,522.00	0.00	2,522.00	NB
16.025	Licence application (provisional statement holders)	min	1,008.00	1,008.00	0.00	1,008.00	NB
16.026	Copy licence	min	25.00	25.00	0.00	25.00	NB
16.027	Notification of change	min	40.00	40.00	0.00	40.00	NB
	GAMBLING ACT 2005 - Track						
16.028	New application	min	2,099.00	2,099.00	0.00	2,099.00	NB
16.029	Annual fee	min	842.00	842.00	0.00	842.00	NB
16.030	Application to vary	min	1,049.00	1,049.00	0.00	1,049.00	NB
16.031	Application to transfer	min	801.00	801.00	0.00	801.00	NB
16.032	Application for reinstatement	min	801.00	801.00	0.00	801.00	NB
16.033	Application for provisional statement	min	2,099.00	2,099.00	0.00	2,099.00	NB
16.034	Licence application (provisional statement holders)	min	801.00	801.00	0.00	801.00	NB
16.035	Copy licence	min	25.00	25.00	0.00	25.00	NB
16.036	Notification of change	min	40.00	40.00	0.00	40.00	NB
16.037	Temporary Use Notice	min	500.00	500.00	0.00	500.00	NB
16.038	Temporary Use Notice - copy	min	25.00	25.00	0.00	25.00	NB
	GAMBLING ACT 2005 - Family Entertainment Centre						
16.039	New application	min	1,681.00	1,681.00	0.00	1,681.00	NB
16.040	Annual fee	min	632.00	632.00	0.00	632.00	NB
16.041	Application to vary	min	842.00	842.00	0.00	842.00	NB
16.042	Application to transfer	min	801.00	801.00	0.00	801.00	NB
16.043	Application for reinstatement	min	801.00	801.00	0.00	801.00	NB
16.044	Application for provisional statement	min	1,681.00	1,681.00	0.00	1,681.00	NB
16.045	Licence application (provisional statement holders)	min	801.00	801.00	0.00	801.00	NB
16.046	Copy licence	min	25.00	25.00	0.00	25.00	NB
16.047	Notification of change	min	40.00	40.00	0.00	40.00	NB
	GAMBLING ACT 2005 - Adult Gaming Centre						
16.048	New application	min	1,681.00	1,681.00	0.00	1,681.00	NB
16.049	Annual fee	min	842.00	842.00	0.00	842.00	NB
16.050	Application to vary	min	842.00	842.00	0.00	842.00	NB
16.051	Application to transfer	min	1,008.00	1,008.00	0.00	1,008.00	NB

Reference	Description		22/23 Charges £	22/23 - from 01/10/22 Revised Charges £	% Uplift	23/24 - from Revised Charges £	VAT Code
16.052	Application for reinstatement	min	1,008.00	1,008.00	0.00	1,008.00	NB
16.053	Application for provisional statement	min	1,681.00	1,681.00	0.00	1,681.00	NB
16.054	Licence application (provisional statement holders)	min	1,008.00	1,008.00	0.00	1,008.00	NB
16.055	Copy licence	min	25.00	25.00	0.00	25.00	NB
16.056	Notification of change	min	40.00	40.00	0.00	40.00	NB
GAMBLING ACT 2005 - Large Casino							
16.057	New application	min	8,398.00	8,398.00	0.00	8,398.00	NB
16.058	Annual fee	min	8,398.00	8,398.00	0.00	8,398.00	NB
16.059	Application to vary	min	4,200.00	4,200.00	0.00	4,200.00	NB
16.060	Application to transfer	min	1,806.00	1,806.00	0.00	1,806.00	NB
16.061	Application for reinstatement	min	1,806.00	1,806.00	0.00	1,806.00	NB
16.062	Application for provisional statement	min	8,398.00	8,398.00	0.00	8,398.00	NB
16.063	Licence application (provisional statement holders)	min	4,200.00	4,200.00	0.00	4,200.00	NB
16.064	Copy licence	min	25.00	25.00	0.00	25.00	NB
16.065	Notification of change	min	40.00	40.00	0.00	40.00	NB
GAMBLING ACT 2005 - Small Casino							
16.066	New application	min	3,150.00	3,150.00	0.00	3,150.00	NB
16.067	Annual fee	min	5,250.00	5,250.00	0.00	5,250.00	NB
16.068	Application to vary	min	3,675.00	3,675.00	0.00	3,675.00	NB
16.069	Application to transfer	min	1,050.00	1,050.00	0.00	1,050.00	NB
16.070	Application for reinstatement	min	1,050.00	1,050.00	0.00	1,050.00	NB
16.071	Application for provisional statement	min	5,250.00	5,250.00	0.00	5,250.00	NB
16.072	Licence application (provisional statement holders)	min	3,675.00	3,675.00	0.00	3,675.00	NB
16.073	Copy licence	min	25.00	25.00	0.00	25.00	NB
16.074	Notification of change	min	40.00	40.00	0.00	40.00	NB
GAMBLING ACT 2005 - Permits (fee fixed by statute)							
16.075	FEC gaming machine Application fee		300.00	300.00	0.00	300.00	NB
16.076	Renewal fee		300.00	300.00	0.00	300.00	NB
16.077	Transitional application fee		100.00	100.00	0.00	100.00	NB
16.078	Prize Gaming Application fee		300.00	300.00	0.00	300.00	NB
16.079	Renewal fee		100.00	100.00	0.00	100.00	NB
16.080	Transitional application fee		100.00	100.00	0.00	100.00	NB
16.081	FEC permits change of name		25.00	25.00	0.00	25.00	NB
16.082	copy of permit		15.00	15.00	0.00	15.00	NB
16.083	Prize gaming permits change of name		25.00	25.00	0.00	25.00	NB
16.084	copy of permit		15.00	15.00	0.00	15.00	NB
16.085	Notification of intention to make (up to 2) gaming machines available		50.00	50.00	0.00	50.00	NB
Licensed premises gaming machine permits (more than 2 gaming machines)							
16.086	Application existing operator		100.00	100.00	0.00	100.00	NB
16.087	Application new operator		150.00	150.00	0.00	150.00	NB
16.088	Variation of permit		100.00	100.00	0.00	100.00	NB
16.089	Transfer of permit		25.00	25.00	0.00	25.00	NB
16.090	Change of name on permit		25.00	25.00	0.00	25.00	NB
16.091	Copy of permit		15.00	15.00	0.00	15.00	NB
16.092	Annual fee		£50 payable with 30 days of issue then annually on anniversary of issue	£50 payable with 30 days of issue then annually on anniversary of issue	0.00	£50 payable with 30 days of issue then annually on anniversary of issue	NB
GAMBLING ACT 2005 - Club gaming and club machine permits (fee fixed by statute)							
16.093	Application existing operator		100.00	100.00	0.00	100.00	NB
16.094	Application holder of club premises cert		100.00	100.00	0.00	100.00	NB
16.095	Application new applicant		200.00	200.00	0.00	200.00	NB
16.096	Renewal (every 10 years)		£200 (£100 for club premises certificate holder)	£200 (£100 for club premises certificate holder)	0.00	£200 (£100 for club premises certificate holder)	NB
16.097	Variation of permit		100.00	100.00	0.00	100.00	NB

Reference	Description	22/23 Charges £	22/23 - from 01/10/22 Revised Charges £	% Uplift	23/24 - from Revised Charges £	VAT Code
16.098	Copy of permit	15.00	15.00	0.00	15.00	NB
16.099	Annual fee	£50 payable with 30 days of issue then annually on anniversary of issue	£50 payable with 30 days of issue then annually on anniversary of issue	0.00	£50 payable with 30 days of issue then annually on anniversary of issue	NB
16.100	Hackney carriage and private hire Vehicle licences initial - Electronic	232.00	232.00	0.00	232.00	NB
16.101	Vehicle licences renewal - Electronic	232.00	232.00	0.00	232.00	NB
16.102	Vehicle transfer or change	100.00	100.00	0.00	100.00	NB
16.103	Driver licences Private hire - 3 year Initial Application - Electronic	230.63	230.63	10.00	253.69	NB
16.104	Hackney carriage - 3 year Initial application - Electronic	230.63	230.63	10.00	253.69	NB
16.105	Private hire - Three yearly Renewal - Electronic	230.63	230.63	10.00	253.69	NB
16.106	Private hire operators licences (5 year licence) Licence (Micro)	Up to 3 cars	1,350.95	5.00	1,418.50	NB
16.107	Licence (Small)	4 - 10 cars	1,626.68	5.00	1,708.01	NB
16.108	Licence (Medium)	11 - 30 cars	4,356.25	5.00	4,574.06	NB
16.109	Licence (Large)	31 + cars	6,078.25	5.00	6,382.16	NB
16.110	Miscellaneous Plate brackets	12.00	12.00	10.00	13.20	STD
16.111	Replacement drivers badge	12.00	12.00	10.00	13.20	NB
16.112	Replacement window badge	12.00	12.00	10.00	13.20	NB
16.113	Window pouch	5.00	5.00	10.00	5.50	STD
16.114	Replacement licence	15.00	15.00	10.00	16.50	NB
16.115	Replacement licence (change of circumstances) - per licence	15.00	15.00	10.00	16.50	NB
16.116	Copy of DVLA driving licence	N/A	N/A	0.00	N/A	NB
16.117	Loan of temporary top light	£45 per week	£45 per week	0.00	£45 per week	NB
16.118	Copy of insurance document	N/A	N/A	0.00	N/A	NB
16.119	Copy of log book	N/A	N/A	0.00	N/A	NB
16.120	English Proficiency Test	45.00	45.00	10.00	49.50	NB
16.121	Hackney carriage and Private Hire local knowledge test	N/A	N/A	0.00	N/A	NB
16.122	Independent safeguarding Authority CRB check (from July 2010)	75.50	75.50	10.00	83.05	NB
16.123	Enhanced CRB check (fee not refundable)	60.00	60.00	10.00	66.00	NB
16.124	Plate exemption Application	50.00	50.00	10.00	55.00	NB
16.125	Plate Clips (for 4 clips)	2.50	2.50	10.00	2.75	STD
16.126	Application to Approve External Advertising	50.00	50.00	10.00	55.00	NB
16.127	Advance Booking Only Sticker (each)	1.50	1.50	10.00	1.65	NB
16.128	Change from PHD to HCD - Administration Fee	40.00	40.00	10.00	44.00	NB
16.129	Knowledge Test Fees Attendance – full day's training	78.93	78.93	10.00	86.82	NB
16.130	Resitting written assessment	35.88	35.88	10.00	39.46	NB
16.131	Upgrade from private hire to hackney carriage	41.00	41.00	10.00	45.10	NB
16.132	Replacement vehicle plates					
16.133	- hackney carriage	20.00	20.00	10.00	22.00	NB
16.134	- private hire	20.00	20.00	10.00	22.00	NB
16.135	GAMBLING ACT 2005 - Lotteries (fee fixed by statute)					
16.136	Initial registration	40.00	40.00	10.00	44.00	NB
16.137	Renewal	20.00	20.00	10.00	22.00	NB
16.138	Expedited/late renewal fee Driver's licences (Late renewal applications only)	40.00	40.00	10.00	44.00	NB
16.139	Vehicle licences	40.00	40.00	10.00	44.00	NB
16.140	Operator's licences	40.00	40.00	10.00	44.00	NB
16.141	Objects on the highway	75.00	75.00	10.00	82.50	NB

Reference	Description	22/23 Charges £	22/23 - from 01/10/22 Revised Charges £	% Uplift	23/24 - from Revised Charges £	VAT Code	
16.142	Consent to distribute free printed material	40.00	40.00	10.00	44.00	NB	
	Distributing free printed and promotional material						
16.143	5 points	56.38	56.38	10.00	62.01	NB	
16.144	6 -10 points	188.60	188.60	10.00	207.46	NB	
16.145	11-15 points	268.55	268.55	10.00	295.41	NB	
16.146	16+ points	376.18	376.18	10.00	413.79	NB	
	Advertising structures						
16.147	Administration fee not refundable for unsuccessful applicants	118.66	118.66	10.00	130.52	NB	
	Information structures						
16.148	Administration fee (not refundable for unsuccessful applicants)– charity/not for profit	56.38	56.38	10.00	62.01	NB	
16.149	Administration fee (not refundable for unsuccessful applicants)– commercial	153.75	153.75	10.00	169.13	NB	
16.150	Charity/not for profit- £/sqm obstructed (in addition to administration fee)	10.25	10.25	10.00	11.28	NB	
16.151	Commercial - £/sqm obstructed (in addition to administration fee)	30.75	30.75	10.00	33.83	NB	
16.152	Advertising structures (new and renewal)	107.63	107.63	10.00	118.39	NB	
	Miscellaneous goods and other items						
16.151	Tables and chairs						
16.152	Administration fee not refundable for unsuccessful applicants	107.63	107.63	0.00	107.63	NB	
16.153	Up to 8 chairs	273.68	273.68	0.00	273.68	NB	
16.154	9 to 16 chairs	547.35	547.35	0.00	547.35	NB	
16.155	17 to 24 chairs	1,183.88	1,183.88	0.00	1,183.88	NB	
16.156	25 chairs and over	1,733.28	1,733.28	0.00	1,733.28	NB	
	Promotional structures/activities - Horse race events						
16.157	Administration fee (not refundable for unsuccessful applicants)					NB	
16.158	Day rate					NB	
	Zoos						
16.159	New	1,900.00	1,900.00		POA	NB	
16.160	Renewal	2,700.00	2,700.00		POA	NB	
16.161	New s14(2) dispensation	1,200.00	1,200.00		POA		
16.162	Renewal s14(2) dispensation	1,600.00	1,600.00		POA	NB	
						NB	
16.176	Transfer Replacement of Licence (Zoo)	300.00	300.00		POA		
16.177	Variation of licence including certificate (Zoo)	200.00	200.00		POA		
						NB	
16.178	Animal Activities Licensing Pre-application Advice					NB	
16.179	Advisory visit	75.00	75.00	10.10	83/hr	NB	
16.180	Typed report (following advisory visit)	75.00	75.00	10.10	83/hr	NB	
	Check & send service (validation checks & submitting your pre-app to consultees for comment etc)	150.00	150.00	10.10	165.00		
16.181	The Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018					NB	
16.182	Total fee include application and issue fee - does not include any required veterinary fees, supplementary fees etc under Regulation 13					NB	
16.183		Total application fee	£375.00	£375.00	10.1	412.00	NB
16.184	Selling animals as pets	Renewal with NO change to documented system					
16.185		As an additional activity	£165.00	£165.00		170.00	NB
						NB	
						NB	
16.186		Total application fee	£300.00	£300.00	10.1	330.00	
16.187	Hiring out Horses	Renewal with NO change to documented system					NB
16.188		As an additional activity	£165.00	£165.00	10.1	182.00	NB

Reference	Description		22/23 Charges £	22/23 - from 01/10/22 Revised Charges £	% Uplift	23/24 - from Revised Charges £	VAT Code
16.189		Total application fee	£235.00	£235.00	0.00	235.00	NB
16.190	Exhibition of animals based in Local Authority Area	Renewal with NO change to documented system					NB
		As an additional activity	£125.00	£125.00	10.1	138.00	
The Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018 - Other Fees							
16.191	Star Re-Rating		£105.00	£105.00	10.00	115.00	NB
16.192	Star Re-Rating - Arrangers head office		£80.00	£80.00	10.00	88.00	NB
16.193	Star Re-Rating - Arranger Host		£100.00	£100.00	10.00	110.00	NB
16.194	Variation Fee (no visit required)		£65.00	£65.00		POA	NB
16.195	Variation Fee (excluding Animal Boarding and Animal Exhibiting) - visit required		£80.00	£80.00		POA	NB
16.196	Variation Fee for Animal Boarding and Animal Exhibiting (visit required)		£70.00	£70.00		POA	
16.197	Hard copy of licence		£20.00	£20.00	10.00	22.00	
16.198							
16.199	Premises licenses						
16.200	New application & variation	Band A	100.00	100.00	0.00	100.00	NB
16.201		Band B	190.00	190.00	0.00	190.00	NB
16.202		Band C	315.00	315.00	0.00	315.00	NB
16.203		Band D	450.00	450.00	0.00	450.00	NB
16.204		Band E	635.00	635.00	0.00	635.00	NB
16.205	The Government has used the non-domestic rateable value (NDRV) as the means of allocating premises to fee bands. NDRV is considered the fairest method of allocating fee bands because it:						
16.206							
16.207	Application for minor variation of licence (fixed by statute)		89.00	89.00	0.00	89.00	NB
16.208							
16.209	Multiplier applied to premises used exclusively or primarily for the supply of alcohol for consumption on the premises.	Band D x2	900.00	900.00	0.00	900.00	NB
16.210		Band E x3	1,905.00	1,905.00	0.00	1,905.00	NB
16.211							
16.212	Annual charge *	Band A	70.00	70.00	0.00	70.00	NB
16.213		Band B	180.00	180.00	0.00	180.00	NB
16.214		Band C	295.00	295.00	0.00	295.00	NB
16.215		Band D	320.00	320.00	0.00	320.00	NB
16.216		Band E	350.00	350.00	0.00	350.00	NB
16.217	Annual charge multiplier applied to premises used exclusively or primarily for the supply of alcohol for consumption on the premises.	Band D x2	640.00	640.00	0.00	640.00	NB
16.218		Band E x3	1,050.00	1,050.00	0.00	1,050.00	NB
16.219							
16.220	Club premises certificates						
16.221	New application and variation	Band A	100.00	100.00	0.00	100.00	NB
16.222		Band B	190.00	190.00	0.00	190.00	NB
16.223		Band C	315.00	315.00	0.00	315.00	NB
16.224		Band D	450.00	450.00	0.00	450.00	NB
16.225		Band E	635.00	635.00	0.00	635.00	NB
16.226							
16.227	Annual Charge	Band A	70.00	70.00	0.00	70.00	NB
16.228		Band B	180.00	180.00	0.00	180.00	NB
16.229		Band C	295.00	295.00	0.00	295.00	NB
16.230		Band D	320.00	320.00	0.00	320.00	NB
16.231		Band E	350.00	350.00	0.00	350.00	NB
16.232	*There are additional fees for premises licence applications, and the annual fee for exceptionally large scale events (5,000+), unless certain conditions apply. Please read Regulation 4(4) and 4(5) of The Licensing Act 2003 (Fees) Regulations 2005						
16.233							
16.234	Additional Premises Licence fee						
16.235	Number in attendance at any one time	5,000 to 9,999	1,000.00	1,000.00	0.00	1,000.00	NB
16.236		10,000 to 14,999	2,000.00	2,000.00	0.00	2,000.00	NB
16.237		15,000 to 19,999	4,000.00	4,000.00	0.00	4,000.00	NB
16.238		20,000 to 29,999	8,000.00	8,000.00	0.00	8,000.00	NB

Reference	Description		22/23 Charges £	22/23 - from 01/10/22 Revised Charges £	% Uplift	23/24 - from Revised Charges £	VAT Code
16.239		30,000 to 39,999	16,000.00	16,000.00	0.00	16,000.00	NB
16.240		40,000 to 49,999	24,000.00	24,000.00	0.00	24,000.00	NB
16.241		50,000 to 59,999	32,000.00	32,000.00	0.00	32,000.00	NB
16.242		60,000 to 69,999	40,000.00	40,000.00	0.00	40,000.00	NB
16.243		70,000 to 79,999	48,000.00	48,000.00	0.00	48,000.00	NB
16.244		80,000 to 89,999	56,000.00	56,000.00	0.00	56,000.00	NB
16.245		90,000 and over	64,000.00	64,000.00	0.00	64,000.00	NB
16.246							
16.247	Additional annual fee payable, if applicable						
16.248	Number in attendance at any one time	5,000 to 9,999	500.00	500.00	0.00	500.00	NB
16.249		10,000 to 14,999	1,000.00	1,000.00	0.00	1,000.00	NB
16.250		15,000 to 19,999	2,000.00	2,000.00	0.00	2,000.00	NB
16.251		20,000 to 29,999	4,000.00	4,000.00	0.00	4,000.00	NB
16.252		30,000 to 39,999	8,000.00	8,000.00	0.00	8,000.00	NB
16.253		40,000 to 49,999	12,000.00	12,000.00	0.00	12,000.00	NB
16.254		50,000 to 59,999	16,000.00	16,000.00	0.00	16,000.00	NB
16.255		60,000 to 69,999	20,000.00	20,000.00	0.00	20,000.00	NB
16.256		70,000 to 79,999	24,000.00	24,000.00	0.00	24,000.00	NB
16.257		80,000 to 89,999	28,000.00	28,000.00	0.00	28,000.00	NB
16.258		90,000 and over	32,000.00	32,000.00	0.00	32,000.00	NB
16.259							
16.260	Licensing Pre-application Advice						
16.261	New premises licence	C&S (Check & send)	40.00	40.00	10.00	44.00	STD
16.262		PAC (Pre-application consultation)	70.00	70.00	10.00	77.00	STD
16.263		Full (Full service) - Smalll	70.00	70.00	10.00	77.00	STD
16.264		Large/meduim	130.00	130.00	10.00	143.00	STD
16.265							
16.266	Full variation of a premises licence	C&S (Check & send)	40.00	40.00	10.00	44.00	STD
16.267		PAC (Pre-application consultation)	70.00	70.00	10.00	77.00	STD
16.268		Full (Full service) - Smalll	70.00	70.00	10.00	77.00	STD
16.269		Large/meduim	130.00	130.00	10.00	143.00	STD
16.270							
16.271	Minor variation of a premises licence	PAC (Pre-application consultation)	40.00	40.00	10.00	44.00	STD
16.272		Full (Full service) - Smalll	70.00	70.00	10.00	77.00	STD
16.273		Large/meduim	130.00	130.00	10.00	143.00	STD
16.274							
16.275	Street trading consent	PAC (Pre-application consultation)	40.00	40.00	10.00	44.00	STD
16.276		Full (Full service) - charity/not for profit	70.00	70.00	10.00	77.00	STD
16.277		Full (Full service) - commercial rate	130.00	130.00	10.00	143.00	STD
16.278							
16.279	Permission to place objects on the highway	PAC (Pre-application consultation)	40.00	40.00	10.00	44.00	STD
16.280		Full (Full service) - charity/not for profit	70.00	70.00	10.00	77.00	STD
16.281		Full (Full service) - commercial rate	130.00	130.00	10.00	143.00	STD
16.282							
16.283	Application for a club premises certificate	C&S (Check & send)	40.00	40.00	10.00	44.00	STD
16.284		PAC (Pre-application consultation)	70.00	70.00	10.00	77.00	STD
16.285		Full (Full service)	70.00	70.00	10.00	77.00	STD
16.286							
16.287	Application for the grant or renewal of a personal licence		37.00	37.00	0.00	37.00	NB
16.288	Temporary event notice		21.00	21.00	0.00	21.00	NB
16.289	Theft, loss, etc. of premises licence or summary		11.00	11.00	0.00	11.00	NB
16.290	Application for a provisional statement where premises being built etc.		315.00	315.00	0.00	315.00	NB
16.291	Notification of change of name or address		11.00	11.00	0.00	11.00	NB
16.292	Application to vary licence to specify individual as premises supervisor		23.00	23.00	0.00	23.00	NB
16.293	Application for transfer of premises licence		23.00	23.00	0.00	23.00	NB
16.294	Interim authority notice following death etc. of licence holder		23.00	23.00	0.00	23.00	NB
16.295	Theft, loss etc. of certificate or summary		10.00	10.00	0.00	10.00	NB

Reference	Description		22/23 Charges £	22/23 - from 01/10/22 Revised Charges £	% Uplift	23/24 - from Revised Charges £	VAT Code
16.296	Notification of change of name or alteration of rules of club		10.50	10.50	0.00	10.50	NB
16.297	Change of relevant registered address of club		10.50	10.50	0.00	10.50	NB
16.298	Theft, loss etc. of temporary event notice		10.50	10.50	0.00	10.50	NB
16.299	Theft, loss etc. of personal licence		10.50	10.50	0.00	10.50	NB
16.300	Duty to notify change of name or address		10.50	10.50	0.00	10.50	NB
16.301	Right of freeholder recto be notified of licensing matters		21.00	21.00	0.00	21.00	NB
16.302	Temporary Use Notice (Gambling Act) - Fee (*see note below)		500.00	500.00	0.00	500.00	NB
16.303	Copy of Notice		25.00	25.00	0.00	25.00	NB
16.304							
16.305	Sex establishments						
16.306	Deposit (not refundable) *NEW		1,158.00	1,158.00	0.00	1,158.00	NB
16.307	Initial Application (remainder)		1,158.00	1,158.00	0.00	1,158.00	NB
16.308	Subsequent Fee		593.48	593.48	0.00	593.48	NB
16.309	Transfer or variation		593.48	593.48	0.00	593.48	NB
16.310							
16.311	Sexual Entertainment Licence						
16.312	Deposit (not refundable) *NEW		1,300.00	1,300.00	0.00	1,300.00	NB
16.313	Initial Application (remainder)		1,300.00	1,300.00	0.00	1,300.00	NB
16.314	Subsequent Fee		1,614.38	1,614.38	0.00	1,614.38	NB
16.315	Transfer or variation		871.25	871.25	0.00	871.25	NB
16.316							
16.317	Street trading consents - annual						
16.318	Administration fee for unsuccessful applicants		107.63	107.63	0.00	107.63	NB
16.319							
16.320	Ice cream vehicles						
16.321	- annual		1,296.63	1,296.63	0.00	1,296.63	NB
16.322	- seasonal	Apr - Sep	862.03	862.03	0.00	862.03	NB
16.323							
16.324	Hot food units - Town Centre only (Core Commercial Area)						
16.325	Consent	Full Year	5,223.40	5,223.40	0.00	5,223.40	NB
16.326		Half Year	2,630.15	2,630.15	0.00	2,630.15	NB
16.327		Three Months	1,333.53	1,333.53	0.00	1,333.53	NB
16.328							
16.329	Hot food units - Outside Town Centre						
16.330	Consent	Full Year	3,429.65	3,429.65	0.00	3,429.65	NB
16.331		Half Year	1,734.30	1,734.30	0.00	1,734.30	NB
16.332		Three Months	885.60	885.60	0.00	885.60	NB
16.333							
16.334	Mobile and static Units						
16.335	Mobile Unit - Drinks only		4,561.25	4,561.25	0.00	4,561.25	NB
16.336							
16.337	Flower stalls - prime sites						
16.338	(to include Promenade and High Street between Pittville Street and Bath Road)						
16.339	Consent	Full Year	4,174.83	4,174.83	0.00	4,174.83	NB
16.340		Half Year	2,106.38	2,106.38	0.00	2,106.38	NB
16.341		Three Months	1,072.15	1,072.15	0.00	1,072.15	NB
16.342							
16.343	Flower stalls - secondary sites						
16.344	Consent	Full Year	3,347.65	3,347.65	0.00	3,347.65	NB
16.345		Half Year	1,693.30	1,693.30	0.00	1,693.30	NB
16.346		Three Months	865.10	865.10	0.00	865.10	NB
16.347							
16.348	Other stalls or units - prime sites						
16.349	(to include Promenade and High Street between Boots Corner and Bath Road, including sites up to 20 metres away from Promenade and High Street)						
16.350	Consent	Full Year	4,290.65	4,290.65	0.00	4,290.65	NB
16.351		Half Year	2,164.80	2,164.80	0.00	2,164.80	NB
16.352		Three Months	1,100.85	1,100.85	0.00	1,100.85	NB
16.353		Monthly	366.95	366.95	0.00	366.95	NB

Reference	Description	22/23 Charges £	22/23 - from 01/10/22 Revised Charges £	% Uplift	23/24 - from Revised Charges £	VAT Code
16.354		Day rate	25.63		25.63	NB
16.355						
16.356	Other stalls or units - secondary sites					
16.357	Consent	Full Year	3,440.93	0.00	3,440.93	NB
16.358		Half Year	12,502.95	0.00	12,502.95	NB
16.359		Three Months	887.65	0.00	887.65	NB
16.360		Monthly	296.23	0.00	296.23	NB
16.361		Day rate	15.38	0.00	15.38	NB
16.362						
16.363	Markets					
16.364	Suffolk Street Traders and Montpellier Profile Group		269.58	10.00	296.53	NB
16.365	Continental Market		380.28	10.00	418.30	NB
16.366	Other markets (stall/day in addition to admin fee)		20.50	10.00	22.55	NB
16.367						
16.368	Scrap Metal Dealers Act 2013 (new fees from September 2013)					
16.369	Site Licence					
16.370	Grant, renewal and variation to change of site manager		425.38	0.00	425.38	NB
16.371	Variation other than a change of site manager		91.23	0.00	91.23	NB
16.372	Copy of a licence		12.30	0.00	12.30	NB
16.373	Scrap metal dealers (Late renewal applications only)		35.88	0.00	35.88	NB
16.374	Collector's Licence					
16.375	Grant and renewal of a collector's scrap metal dealer licence		387.45	0.00	387.45	NB
16.376	Variation		91.23	0.00	91.23	NB
16.377	Copy of a licence		12.30	0.00	12.30	NB
16.378						
16.379						
16.380	Lifeline (inclusive of VAT)					
16.381	*Majority will be exempt due to long term health condition - a few will not be therefore charged at 20%					
16.382	Weekly Rental of Lifeline alarm unit		4.02		4.02	EX/STD*
16.407A	Annual rental of Lifeline Alarm Unit				174.31	
16.407B	Installation of a SUPRA C500 Keysafe (To supply and install a Keysafe)				72.00	
16.407C	Set up Charge				20.00	
16.407D	Supply only Supra C500 Keysafe				65.00	
16.407E	Annual Rental of Lifeline Alarm and Vibby				210.31	
16.407F	Annual rental of Lifeline Alarm Unit - SIM only				222.36	
16.407G	Sim only set up charge				48.00	
16.383						
16.384						
16.385	Miscellaneous Properties					
16.386	Property Rents					
16.387	Granting L/L Consent (assignments and subletting)*	350.00	350.00		385.00	
16.388	Granting L/L Consent (Building Alterations)*	350.00	350.00		385.00	
16.389						
16.390	Schedule of Dilapidations	* Charges:- Surveyors charge £36 per hour plus mileage, administration and any other departmental cost or specialist advice.	* Charges:- Surveyors charge £36 per hour plus mileage, administration and any other departmental cost or specialist advice.	10.00	* Charges:- Surveyors charge £39.60 per hour plus mileage, administration and any other departmental cost or specialist advice. no longer available	STD
16.391	Condition Surveys					
16.392	Valuations					
16.393	Third Party asset valuations and survey works	£200 minimum charge plus any additional charges depending upon the complexity and time expended. 75 p per square metre occupied	£200 minimum charge plus any additional charges depending upon the complexity and time expended. 75 p per square metre occupied		no longer available	STD
16.394	Thursday Market - Henrietta Street				no longer available	EX
16.395	Granting residential leasehold extensions				385.00	STD
16.396	Granting wayleaves or easements				450.00	STD
16.397	Development Agreements – To be agreed				TBA	STD

Reference	Description		22/23 Charges £	22/23 - from 01/10/22 Revised Charges £	% Uplift	23/24 - from Revised Charges £	VAT Code
21	Neighbourhood Regeneration						
21.001	06/07 Statutory License (Housing Act 2004)	Charge per property	£650 (+ civil penalties for unlicensed HMOs)	£650 (+ civil penalties for unlicensed HMOs)		Recover actual costs incurred	EX
21.002	06/07 Formal Notices - Housing Standards Officer - Charged on a cost recovery basis, based on time recording and hourly rates of officers.		Recover actual costs incurred	Recover actual costs incurred		Recover actual costs incurred	EX
21.003	Mobile Home License charges (Mobile Home Act 2013)	Charge per site	Recover actual costs incurred	Recover actual costs incurred		Recover actual costs incurred	EX
22	Outdoor Recreation (inclusive of VAT)						
22.001	Adult Football with changing rooms		54.00	54.00	10.01	59.50	STD
22.002	Pitch only		28.00	28.00	10.01	30.80	STD
22.003	Junior football with changing rooms		29.25	29.25	10.01	32.20	STD
22.004	Junior football pitch only		26.15	26.15	10.01	29.00	STD
22.005	Rugby with changing rooms		54.00	54.00	10.01	59.50	STD
22.006	Adult Cricket Weekends		57.00	57.00	10.01	63.00	STD
22.007	Playgroups per session		14.00	14.00	10.01	15.40	STD
22.008	Playgroup Swindon Village		11.40	11.40	10.01	12.50	STD
22.009	Tennis per hour per court		7.35	7.35	10.01	8.00	STD
22.010	Tennis half hour " "		3.70	3.70	10.01	4.00	STD
22.011	Tennis OAP/Jnr. " "		4.30	4.30	10.01	5.00	STD
22.012	Fishing Adult all day		7.70	7.70	10.01	8.50	STD
22.013	Fishing OAP/Jnr all day		4.60	4.60	10.01	5.00	STD
22.014	Golf Adult		6.40	6.40	10.01	7.00	STD
22.015	Golf OAP/Jnr		4.50	4.50	10.01	5.00	STD
22.016	Equipment Hire - Irons		2.55	2.55	10.01	2.80	STD
22.017	Golf Balls (each)		1.10	1.10	10.01	1.20	STD
22.018	Fishing Permits		8.40	8.40	10.01	9.50	STD
22.019	Boating - Rowing 1 hr		12.00	12.00	0.00	12.00	STD
22.020	Rowing half an hour		8.00	8.00	0.00	8.00	STD
22.021	Juniors under 10, half an hour		4.60	4.60	0.00	4.60	STD
	Event Daily Charges for Parks, Gardens & Playing fields						
	Montpellier Gardens:-						
22.022	Commercial		1063.00 - 797.00	1063.00 - 797.00		1,170.00 - 880.00	EX
22.023	Registered Charity		280.00	280.00	10.10	310.00	EX
22.024	Community		53.00	53.00	10.10	60.00	EX
	Sandford Park						
22.025	Commercial		1063.00 - 797.00	1063.00 - 797.00		1,170.00 - 880.00	EX
22.026	Registered Charity		280.00	280.00	10.10	310.00	EX
22.027	Community		53.00	53.00	10.10	60.00	EX
	Pittville park						
22.028	Commercial		1063.00 - 797.00	1063.00 - 797.00		1,170.00 - 880.00	EX
22.029	Registered Charity		280.00	280.00	10.10	310.00	EX
22.030	Community		53.00	53.00	10.10	60.00	EX
	Imperial Gardens - Whole Gardens						
22.031	Commercial		1063.00 - 797.00	1063.00 - 797.00		1,170.00 - 880.00	EX
22.032	Registered Charity		280.00	280.00	10.10	310.00	EX
22.033	Community		53.00	53.00	10.10	60.00	EX
	Fitness Classes						
22.034	4-9 participants		4.30	4.30	10.10	4.75	EX
22.035	10-15 participants		8.35	8.35	10.10	9.20	EX
22.036	16+ participants		16.70	16.70	10.10	18.40	EX

Reference	Description	22/23 Charges £	22/23 - from 01/10/22 Revised Charges £	% Uplift	23/24 - from Revised Charges £	VAT Code
22.037	Tethered hot air baloon	800.00	800.00	10.10	880.80	EX
22.038	Professional Dog Walkers Annual Licence	0.00	0.00		0.00	
		320.00	320.00	10.10	352.32	EX
23	Pest Control Fees (inclusive of VAT) <i>Charges may vary depending on how many rooms need to be treated</i> Standard Prices					
23.001	Ants	£85 for first visit Subsequent Visits £35	£85 for first visit Subsequent Visits £35	0.00	£85 for first visit Subsequent Visits £35	STD
23.002	Bedbugs	£375 Per visit may require more than 1 Visit	£375 Per visit may require more than 1 Visit	0.00	£375 Per visit may require more than 1 Visit	STD
23.003	Beetles	£45 Survey (Quotation will follow survey)	£45 Survey (Quotation will follow survey)	0.00	£45 Survey (Quotation will follow survey)	STD
23.004	Booklice	£45 Survey (Quotation will follow survey)	£45 Survey (Quotation will follow survey)	0.00	£45 Survey (Quotation will follow survey)	STD
23.005	Carpet beetles and moths	£150 for 1 Visit and £85 for subsequent visits	£150 for 1 Visit and £85 for subsequent visits	0.00	£150 for 1 Visit and £85 for subsequent visits	STD
23.006	Cockroaches (includes 2 visits)	£190 for 1 Visit and £85 for subsequent visits	£190 for 1 Visit and £85 for subsequent visits	0.00	£190 for 1 Visit and £85 for subsequent visits	STD
23.007	Flies (house and cluster) per treatment	£95 for first visit subsequent £45 per subsequent visits	£95 for first visit subsequent £45 per subsequent visits	0.00	£95 for first visit subsequent £45 per subsequent visits	STD
23.008	Fleas 1 - 3 rooms	(£95 for first visit and £50 for subsequent visits) 3 bed house	(£95 for first visit and £50 for subsequent visits) 3 bed house	0.00	(£95 for first visit and £50 for subsequent visits) 3 bed house	STD
23.009	Fleas 4 rooms + (minimum charge)	£125 for first visit for 4-6 bedrooms and £50 for subsequent visits	£125 for first visit for 4-6 bedrooms and £50 for subsequent visits	0.00	£125 for first visit for 4-6 bedrooms and £50 for subsequent visits	STD
23.010	Mice (Up to 3 visits) Non refundable deposit £29	(£165 for 3 visits, subsequent visits £35) for up to 3 bedrooms £190 for 3 visits, for 4-6 bedrooms Quote for over 6 bedrooms	(£165 for 3 visits, subsequent visits £35) for up to 3 bedrooms £190 for 3 visits, for 4-6 bedrooms Quote for over 6 bedrooms	0.00	(£165 for 3 visits, subsequent visits £35) for up to 3 bedrooms £190 for 3 visits, for 4-6 bedrooms Quote for over 6 bedrooms	STD
23.011	Rats (Up to 3 visits) Non refundable deposit £25	(£165 for 3 visits, subsequent visits £35) for up to 3 bedrooms £190 for 3 visits, for 4-6 bedrooms Quote for over 6 bedrooms	(£165 for 3 visits, subsequent visits £35) for up to 3 bedrooms £190 for 3 visits, for 4-6 bedrooms Quote for over 6 bedrooms	0.00	(£165 for 3 visits, subsequent visits £35) for up to 3 bedrooms £190 for 3 visits, for 4-6 bedrooms Quote for over 6 bedrooms	STD
23.012	Squirrels (Maximum of 5 visits) £25 per subsequent visit. Non refundable deposit of £25.	£245 for max 5 visits traps to be checked daily	£245 for max 5 visits traps to be checked daily	0.00	£245 for max 5 visits traps to be checked daily	STD
23.013	Wasps (per nest) £15 per additional nest	£65 First Nest £25 for subsequent nests	£65 First Nest £25 for subsequent nests	0.00	£65 First Nest £25 for subsequent nests	STD
23.014	Woodlice (minimum charge)	Survey and quote	Survey and quote	0.00	Survey and quote	STD
23.015	Survey/Advice Fee - Standard	45.00	45.00	0.00	45.00	STD
23.016	Prices for people on Income Support	Case by case basis	Case by case basis		Case by case basis	
Commercial or business customer (pest control contract with the council)						
Regular size business						
23.017	Pests Covered Rats, Mice, Ant, Wasps, Fleas, Flies, other pest such as Cockroaches, Moths and Bed Bugs may require a more intensive treatment method which may incur additional costs.	£ 70 per visit based 12 visits a year. Callouts outside normal contract visits will be charged at: £105 per visit	£ 70 per visit based 12 visits a year. Callouts outside normal contract visits will be charged at: £105 per visit	0.00	£ 70 per visit based 12 visits a year. Callouts outside normal contract visits will be charged at: £105 per visit	STD
Large size business						
23.018	Pests Covered Rats, Mice, Ant, Wasps, Fleas, Flies, other pest such as Cockroaches, Moths and Bed Bugs may require a more intensive treatment method which may need additional visits.	£140 per visit based on 12 visits a year. Callouts outside . Normal contract visits will be charged at £210 per visit.	£140 per visit based on 12 visits a year. Callouts outside . Normal contract visits will be charged at £210 per visit.	0.00	£140 per visit based on 12 visits a year. Callouts outside . Normal contract visits will be charged at £210 per visit.	STD

Reference	Description	22/23 Charges £	22/23 - from 01/10/22 Revised Charges £	% Uplift	23/24 - from Revised Charges £	VAT Code
Commercial or business customer (no pest control contract with the council)						
23.019	Ants	£65 survey and quote for works	£65 survey and quote for works	0.00	£65 survey and quote for works	STD
23.020	Cockroaches	£65 survey and quote for works	£65 survey and quote for works	0.00	£65 survey and quote for works	STD
23.021	Bedbugs	£65 survey and quote for works	£65 survey and quote for works	0.00	£65 survey and quote for works	STD
23.022	Flies (house and cluster)	£65 survey and quote for works	£65 survey and quote for works	0.00	£65 survey and quote for works	STD
23.023	Fleas	£65 survey and quote for works	£65 survey and quote for works	0.00	£65 survey and quote for works	STD
23.024	Mice (up to 3 visits)	£250 for 3 visits and £65 for subsequent Visits	£250 for 3 visits and £65 for subsequent Visits	0.00	£250 for 3 visits and £65 for subsequent Visits	STD
23.025	Rats (up to 3 visits)	£250 for 3 visits and £65 for subsequent Visits	£250 for 3 visits and £65 for subsequent Visits	0.00	£250 for 3 visits and £65 for subsequent Visits	STD
23.026	Wasps (per nest) £20 per additional nest	£75 First Nest £35 for subsequent nests	£75 First Nest £35 for subsequent nests	0.00	£75 First Nest £35 for subsequent nests	STD
23.027	Survey/Advice Fee - Standard	Included above	Included above	0.00	Included above	STD
23.028	Survey/Advice Fee - Income Support	Included above	Included above	0.00	Included above	STD
24	Planning Fees					
	The Town and Country Planning Act 1990					
24.001	The Town and Country Planning (Fees for Applications and Deemed Applications) (Amendment) (England) Regulations 2005 require that fees shall be paid in respect of planning and advertisement applications.	Set nationally	Set nationally			EX
24.002	Telephone appointments	Planning or conservation telephone appointment (no written response) NA	50.00	0.00	50.00	NB
	Householder					
		Fees for householder pre-application advice				
24.003	Formal pre-application submission	Letter only NA	75.00	0.00	75.00	NB
24.004		Meeting and letter NA	100.00	0.00	100.00	NB
24.005		Site visit and letter NA	135.00	0.00	135.00	NB
24.006		Follow-up meeting NA	50.00	0.00	50.00	NB
	Residential development					
		Fees for residential development pre-application advice				
24.007	1-2 dwellings	Letter only NA	250.00	0.00	250.00	NB
24.008		Meeting and letter NA	350.00	0.00	350.00	NB
24.009		Site visit and letter NA	400.00	0.00	400.00	NB
24.010		Follow-up meeting NA	100.00	0.00	100.00	NB
24.011		Follow-up letter NA	125.00	0.00	125.00	NB
24.012	3-9 dwellings	Letter only NA	600.00	0.00	600.00	NB
24.013		Meeting and letter NA	700.00	0.00	700.00	NB
24.014		Site visit and letter NA	800.00	0.00	800.00	NB
24.015		Follow-up meeting NA	125.00	0.00	125.00	NB
24.016		Follow-up letter NA	150.00	0.00	150.00	NB
24.017	10 to 49 dwellings	Letter only NA	1,000.00	0.00	1,000.00	NB
24.018		Meeting and letter NA	1,250.00	0.00	1,250.00	NB
24.019		Site visit and letter NA	1,500.00	0.00	1,500.00	NB
24.020		Follow-up meeting NA	250.00	0.00	250.00	NB
24.021		Follow-up letter NA	300.00	0.00	300.00	NB
24.022	50 to 199 dwellings	Letter only NA	3,000.00	0.00	3,000.00	NB

Reference	Description		22/23 Charges £	22/23 - from 01/10/22 Revised Charges £	% Uplift	23/24 - from Revised Charges £	VAT Code
24.023		Meeting and letter	NA	3,350.00	0.00	3,350.00	NB
24.024		Site visit and letter	NA	3,500.00	0.00	3,500.00	NB
24.025		Follow-up meeting	NA	350.00	0.00	350.00	NB
24.026		Follow-up letter	NA	500.00	0.00	500.00	NB
24.027	200 to 350 dwellings	Letter only	NA	4,000.00	0.00	4,000.00	NB
24.028		Meeting and letter	NA	4,400.00	0.00	4,400.00	NB
24.029		Site visit and letter	NA	4,750.00	0.00	4,750.00	NB
24.030		Follow-up meeting	NA	450.00	0.00	450.00	NB
24.031		Follow-up letter	NA	750.00	0.00	750.00	NB
24.032	General principle advice for 10 to 49 dwellings or up to 5000 sq metres floor space; meeting only (up to 60 minutes) with no written response		NA	500.00	0.00	500.00	NB
24.033	General principle advice for 50 or more dwellings or over 5000 sq metres floor space; meeting only (up to 90 minutes) with no written response		NA	1,000.00	0.00	1,000.00	NB
	Non-residential or commercial development	Fees for non-residential or commercial development pre-application advice					
24.034	Up to 500 sq metres	Letter only	NA	250.00	0.00	250.00	NB
24.035		Meeting and letter	NA	350.00	0.00	350.00	NB
24.036		Site visit and letter	NA	400.00	0.00	400.00	NB
24.037		Follow-up meeting	NA	100.00	0.00	100.00	NB
24.038		Follow-up letter	NA	125.00	0.00	125.00	NB
24.039	501 to 999 sq metres	Letter only	NA	400.00	0.00	400.00	NB
24.040		Meeting and letter	NA	500.00	0.00	500.00	NB
24.041		Site visit and letter	NA	600.00	0.00	600.00	NB
24.042		Follow-up meeting	NA	100.00	0.00	100.00	NB
24.043		Follow-up letter	NA	125.00	0.00	125.00	NB
24.044	1,000 to 4,999 sq metres	Letter only	NA	1,000.00	0.00	1,000.00	NB
24.045		Meeting and letter	NA	1,250.00	0.00	1,250.00	NB
24.046		Site visit and letter	NA	1,500.00	0.00	1,500.00	NB
24.047		Follow-up meeting	NA	250.00	0.00	250.00	NB
24.048		Follow-up letter	NA	300.00	0.00	300.00	NB
24.049	5,000 to 9,999 sq metres	Letter only	NA	2,000.00	0.00	2,000.00	NB
24.050		Meeting and letter	NA	2,350.00	0.00	2,350.00	NB
24.051		Site visit and letter	NA	2,500.00	0.00	2,500.00	NB
24.052		Follow-up meeting	NA	350.00	0.00	350.00	NB
24.053		Follow-up letter	NA	500.00	0.00	500.00	NB
24.054	10,000 to 19,999 sq metres	Letter only	NA	3,000.00	0.00	3,000.00	NB
24.055		Meeting and letter	NA	3,500.00	0.00	3,500.00	NB
24.056		Site visit and letter	NA	4,000.00	0.00	4,000.00	NB
24.057		Follow-up meeting	NA	450.00	0.00	450.00	NB
24.058		Follow-up letter	NA	750.00	0.00	750.00	NB
	Other fees	Fees for other pre-application advice					
24.059	Listed building (solely LBC) - householder	Letter only	NA	75.00	0.00	75.00	NB
24.060		Meeting and letter	NA	100.00	0.00	100.00	NB
24.061		Site visit and letter	NA	135.00	0.00	135.00	NB
24.062		Follow-up meeting	NA	50.00	0.00	50.00	NB
24.063		Follow-up letter	NA	NA		NA	
24.064	Listed building (solely LBC) - non-householder	Letter only	NA	150.00	0.00	150.00	NB

Reference	Description		22/23 Charges £	22/23 - from 01/10/22 Revised Charges £	% Uplift	23/24 - from Revised Charges £	VAT Code
24.065		Meeting and letter	NA	200.00	0.00	200.00	NB
24.066		Site visit and letter	NA	250.00	0.00	250.00	NB
24.067		Follow-up meeting	NA	100.00	0.00	100.00	NB
24.068		Follow-up letter	NA	NA		NA	
24.069	Change of use	Letter only	NA	200.00	0.00	200.00	NB
24.070		Meeting and letter	NA	250.00	0.00	250.00	NB
24.071		Site visit and letter	NA	300.00	0.00	300.00	NB
24.072		Follow-up meeting	NA	100.00	0.00	100.00	NB
24.073		Follow-up letter	NA	125.00	0.00	125.00	NB
24.074	Advertisements	Letter only	NA	75.00	0.00	75.00	NB
24.075		Meeting and letter	NA	NA		NA	
24.076		Site visit and letter	NA	NA		NA	
24.077		Follow-up meeting	NA	NA		NA	
24.078		Follow-up letter	NA	NA		NA	
	Specialist comments	Where specialist comments are needed, the following fees will be added to the relevant category of development fee:					
24.079	Heritage and conservation	for householder	NA	50.00	0.00	50.00	NB
24.080		for all other developments	NA	150.00	0.00	150.00	NB
24.081	Drainage		NA	50.00	0.00	50.00	NB
24.082	Notes	Development of over 350 dwellings, or more than 20,000 sq metres of commercial development will need a Planning Performance Agreement, please contact us to discuss					
	Exemption from fees	No fees will be payable when: the enquiry is made by a local authority or county council and relates to a statutory function the enquiry is made by a parish council the proposal relates to development of an existing dwelling where the works are for the benefit of a disabled occupier					
24.083							
24.084							
24.085							
24.086	Reduction in fees for charities	A 50 per cent reduction in fees will be given for local charities or local community groups					
25	Pollution Control Fees						
	Application Fee						
25.001	Standard process (includes solvent emission activities)		1,650.00	1,650.00	0.00	1,650.00	NB
25.002	Additional fee for operating with a permit		1,188.00	1,188.00	0.00	1,188.00	NB
25.003	PVRI, SWOBs and Dry Cleaners		155.00	155.00	0.00	155.00	NB
25.004	PVR I & II combined		257.00	257.00	0.00	257.00	NB
25.005	VRs and other Reduced Fee Activities		362.00	362.00	0.00	362.00	NB
25.006	Reduced fee activities: Additional fee for operating without a permit		71.00	71.00	0.00	71.00	NB
25.007	Mobile plant - not using simplified permits		1,650.00	1,650.00	0.00	1,650.00	NB
	Mobile plant for the third to seventh applications		985.00	985.00	0.00	985.00	NB
25.008	Mobile plant for the eighth and subsequent applications		498.00	498.00	0.00	498.00	NB

Reference	Description	22/23 Charges £	22/23 - from 01/10/22 Revised Charges £	% Uplift	23/24 - from Revised Charges £	VAT Code
Annual Subsistence Charge						
25.009	Standard process Low*	772.00	772.00	0.00	772.00	NB
25.010	Standard process Medium*	1,161.00	1,161.00	0.00	1,161.00	NB
25.011	Standard process High*	1,747.00	1,747.00	0.00	1,747.00	NB
25.012	PVRI, SWOBs and Dry Cleaner Low	79.00	79.00	0.00	79.00	NB
25.013	PVRI, SWOBs and Dry Cleaner Medium	158.00	158.00	0.00	158.00	NB
25.014	PVRI, SWOBs and Dry Cleaner High	237.00	237.00	0.00	237.00	NB
25.015	PVR I & II combined Low	113.00	113.00	0.00	113.00	NB
25.016	PVR I & II combined Medium	226.00	226.00	0.00	226.00	NB
25.017	PVR I & II combined High	341.00	341.00	0.00	341.00	NB
25.018	VRs and other Reduced Fees Low	228.00	228.00	0.00	228.00	NB
25.019	VRs and other Reduced Fees Medium	365.00	365.00	0.00	365.00	NB
25.020	VRs and other Reduced Fees High	548.00	548.00	0.00	548.00	NB
25.021	Moile plant, for first and second permits Low - not using simplified permits	626.00	626.00	0.00	626.00	NB
25.022	Moile plant, for first and second permits Medium - not using simplified permits	1,034.00	1,034.00	0.00	1,034.00	NB
25.023	Moile plant, for first and second permits High - not using simplified permits	1,551.00	1,551.00	0.00	1,551.00	NB
25.024	for the third to sevent permits Low	385.00	385.00	0.00	385.00	NB
25.025	for the third to sevent permits Medium	617.00	617.00	0.00	617.00	NB
25.026	for the third to sevent permits High	924.00	924.00	0.00	924.00	NB
25.027	eighth and subsequent permits Low	198.00	198.00	0.00	198.00	NB
25.028	eighth and subsequent permits Medium	314.00	314.00	0.00	314.00	NB
25.029	eighth and subsequent permits High	473.00	473.00	0.00	473.00	NB
25.030	Late payment fee	52.00	52.00	0.00	52.00	NB
* the additional amounts in brackets must be charged where a permit is for a combined Part B and waste installation						
Where a Part B installation is subject to reporting under the E-PRTR Regulation, add an extra £99 to the amounts						
Transfer and Surrender						
25.031	Standard process transfer	169.00	169.00	0.00	169.00	NB
25.032	Standard process partial transfer	497.00	497.00	0.00	497.00	NB
25.033	New operator at low risk reduced fee activity (extra one-off subsistence charge - see Art 15(2) of charging scheme)	75.00	75.00	0.00	75.00	NB
25.034	Surrender: all Part B activities	0.00	0.00	0.00	0.00	NB
25.035	Reduced fee activities: transfer	0.00	0.00	0.00	0.00	NB
25.036	Reduced fee activities: partial transfer	47.00	47.00	0.00	47.00	NB
Temporary transfer for mobiles						
25.037	First transfer	53.00	53.00	0.00	53.00	NB
25.038	Repeat following enforcement or warning	53.00	53.00	0.00	53.00	NB
Substantial change						
25.039	Standard process	1,050.00	1,050.00	0.00	1,050.00	NB
25.040	Standard process where the substantial change results in a new PPC activity	1,650.00	1,650.00	0.00	1,650.00	NB
25.041	Reduced fee activities	102.00	102.00	0.00	102.00	NB
25.042	Public Health Funerals	£70 per hour or part thereof officer time plus undertaker and cemetary costs etc	£70 per hour or part thereof officer time plus undertaker and cemetary costs etc		£83 per hour or part thereof officer time plus undertaker and cemetary costs etc	EX
25.043	Environmental protection/pollution control advice and consultancy	£70 per hour of business advice/consultancy (flat rate - includes documentation etc)	£70 per hour of business advice/consultancy (flat rate - includes documentation etc)		£83 per hour of business advice/consultancy (flat rate - includes documentation etc)	STD

Reference	Description	22/23 Charges £	22/23 - from 01/10/22 Revised Charges £	% Uplift	23/24 - from Revised Charges £	VAT Code
25.044	Antisocial behaviour advice and consultancy	£70 per hour of business advice/consultancy (flat rate - includes documentation etc)	£70 per hour of business advice/consultancy (flat rate - includes documentation etc)		£83 per hour of business advice/consultancy (flat rate - includes documentation etc)	STD
	Private water supplies:					
25.045	Sampling and laboratory analysis	up to £260 for analysis of full set of samples plus courier fee @ £30 all plus VAT	up to £260 for analysis of full set of samples plus courier fee @ £35 all plus VAT	10.10	up to £286 for analysis of full set of samples plus courier fee @ £35 all plus VAT	STD
25.05	PLUS officer time for risk assessment, site visit etc - average of 5 hours	5 hours @ £42.02 p/h, £210.10 approx on average	5 hours @ £75 p/h, £375 approx on average	10.10	5 hours @ £83 p/h, £415 approx on average	STD
26	Seat Sponsorship					
26.001	Charge = actual cost of seat and installation	Recharge Actual Costs plus £200	Recharge Actual Costs plus £200		Recharge Actual Costs plus £200	STD
27	Street Care (excluding VAT)					
27.001	Fixed penalty notices under the Antisocial Behaviour, Crime & Policing Act 2014. Examples include Public Spaces Protection Orders and Community Protection Notices.	£100 reduced to £80 for early payment	£100 reduced to £80 for early payment		£100 reduced to £80 for early payment	NB
28	Streetscene Enforcement					
	Abandoned Vehicle					
28.001	Inspection of Abandoned Vehicle and arranging for removal on private land	65.00	65.00	0.00	65.00	STD
	Fixed Penalty Notices served in Environmental Protection & Streetscene Enforcement					
28.002	Abandoning a vehicle	200.00	200.00	0.00	200.00	NB
28.003	- if paid within a reduced time	N/A	N/A			NB
28.004	Depositing Litter	150.00	150.00	0.00	150.00	NB
28.005	- if paid within a reduced time	90.00	90.00	0.00	90.00	NB
28.006	Depositing Litter from a vehicle (civil penalty)	150.00	150.00	0.00	150.00	NB
28.007	- if paid within a reduced time	90.00	90.00	0.00	90.00	NB
28.008	Graffiti (on property)	150.00	150.00	0.00	150.00	NB
28.009	- if paid within a reduced time	90.00	90.00	0.00	90.00	NB
28.010	Graffiti (highway signs)	150.00	150.00	0.00	150.00	NB
28.011	- if paid within a reduced time	90.00	90.00	0.00	90.00	NB
28.012	Graffiti (on highways)	150.00	150.00	0.00	150.00	NB
28.013	- if paid within a reduced time	90.00	90.00	0.00	90.00	NB
28.014	Failure to comply with household waste provisions	80.00	80.00	0.00	80.00	NB
28.015	- if paid within a reduced time	50.00	50.00	0.00	50.00	NB
28.016	Failure to comply with commercial or industrial waste provisions	110.00	110.00	0.00	110.00	NB
28.017	- if paid within a reduced time	75.00	75.00	0.00	75.00	NB
28.018	Failure to keep/provide documents relating to controlled waste	300.00	300.00	0.00	300.00	NB
28.019	- if paid within a reduced time	N/A	N/A			NB
28.020	Failure to produce waste transfer notes	300.00	300.00	0.00	300.00	NB
28.021	- if paid within a reduced time	N/A	N/A			NB

Reference	Description	22/23 Charges £	22/23 - from 01/10/22 Revised Charges £	% Uplift	23/24 - from Revised Charges £	VAT Code
28.022	Parking vehicles exposed for sale on the road	100.00	100.00	0.00	100.00	NB
28.023	- if paid within a reduced time	75.00	75.00	0.00	75.00	NB
28.024	Repairing of vehicles on the road by a business	100.00	100.00	0.00	100.00	NB
28.025	- if paid within a reduced time	75.00	75.00	0.00	75.00	NB
28.026	Unauthorised deposit of controlled waste	400.00	400.00	0.00	400.00	NB
28.027	if paid within reduced time	250.00	250.00	0.00	250.00	NB