

Date: Wednesday, 14 February 2018  
Time: 12.30 pm  
Venue: Shrewsbury Room, Shirehall, Abbey Foregate, Shrewsbury, Shropshire, SY2 6ND  
Contact: Jane Palmer, Senior Democratic Services Officer  
Tel: 01743 257712  
Email: [jane.palmer@shropshire.gov.uk](mailto:jane.palmer@shropshire.gov.uk)

## CABINET

### TO FOLLOW REPORT (S)

#### **6 Scrutiny Items - Call-in (Pages 1 - 4)**

To receive an update from the Place Overview Committee regarding the call-in of the Parking Strategy.

The decision made by Cabinet on 17 January 2018 regarding the New Parking Strategy was called in by the Liberal Democrat Group and subsequently considered by the Place Overview Committee on 12 February 2018.

#### **8 Financial Strategy 2018/19 to 2020/21 - Final (Pages 5 - 56)**

Lead Member – Councillor Peter Nutting – Leader of the Council

Report of the Head of Finance, Governance and Assurance [s151 Officer] **TO FOLLOW**

Contact: James Walton Tel: 01743 255001

#### **9 Robustness of Estimates and Adequacy of Reserves (Pages 57 - 74)**

Lead Member – Councillor David Minnery – Portfolio Holder for Finance

Report of the Head of Finance, Governance and Assurance [s151 Officer] **TO FOLLOW**

Contact: James Walton Tel: 01743 255001

## **10 Fees and Charges 2018/2019 (Pages 75 - 130)**

Lead Member – Councillor David Minnery – Portfolio Holder for Finance

Report of the Head of Finance, Governance and Assurance [s151 Officer]

Contact: James Walton    Tel: 01743 255001



<u>Committee and Date</u>
Cabinet
14 February 2018

## Scrutiny of the Financial Strategy and Budget 2018/19

**Responsible Officer** Tom Dodds, Commissioning Support Manager  
e-mail: tom.dodds@shropshire.gov.uk Tel: 01743 258518

### Summary

This report presents Cabinet with the report of the Performance Management Scrutiny Committee Financial Strategy and Budget 2018/19 Task and Finish Group following their consideration of the Budget Proposals for 2018/19 and the proposed Financial Strategy 2018/19 – 2022/23.

The focus of their work has been structured around the four pillars of the Financial Strategy: Innovate; Raise income; Cut services; and Use reserves. They held four meetings over a 2 week period and heard from and asked questions of Senior Managers, Portfolio Holders and the Chief Executive.

### Recommendations

- A. That a Task and Finish Group is established to work alongside the development of plans for the 2019/20 Budget and to maintain an overview of progress and performance in relation to innovation and raising income.
- B. That a review is completed to identify whether the Council has the skills, experience and capacity in house to deliver the innovation and income delivery through the Council's assets that is required to close the budget deficit.
- C. That consultation on future Budgets and Financial Strategies is accompanied with clear information and examples that help to illustrate the potential impacts of proposed changes, to inform people's responses.

### Opportunity Risk Assessment

The delivery of the Financial Strategy is key to the Council having a balanced budget whilst meeting the highest priority needs and protecting and supporting vulnerable people.

The Task and Finish group provides the opportunity to identify any immediate questions with the proposed 2018/19 budget and the Financial Strategy, and identify areas of focus for a longer term overview of the plans and progress to innovate and raise income, as well as understand the impact of any proposed service cuts and the use of reserves to smooth savings over a period of time

### **Financial Assessment**

Although there are no direct financial impacts from this report and the work of the Task and Finish Group, their recommendations will be made to Cabinet and if accepted, could inform the Financial Strategy.

## **Report**

### **1. Areas of focus for the Task and Finish Group**

- 1.1 The Task and Finish Group identified that the four pillars of the Financial Strategy would be the structure for their consideration of the budget proposals and the Financial Strategy: Innovate; Raise income; Cut services; and Use reserves. In particular the innovating and raising income were recognised as being the most significant areas to focus on as the means for the Council to be able to have a sustainable budget in the future.

### **2. Findings from the Task and Finish Group work**

#### **2.1 Budget 2018/19**

- 2.1.1 The Task and Finish group highlighted that there was little time to identify any alternative suggestions to the proposed budget. They focused on understanding the impact changes to budgets in 2018/19 and what that could mean for how services will be provided and for those who use them. Key areas that were part of this included:
- Home to school transport looking at opportunities to enable transport in a different way for non-statutory provision for post 16 and nursery age children, or encourage provision such as nursery provision for SEND children in their communities, reducing the need to travel.
  - Placements for Looked After Children which provide the right services in the right place and keep them safe. Improving and strengthening foster caring and therapeutic preventative support which would enabling children with challenging behaviours to avoid being placed in residential care, where this was not the best option.
  - Generation of income by Help2Change (Public Health) by continuing to provide services that other organisations pay for.
  - Developing appropriate homes for adult social care service users [with a learning disability] which would help to reduce reliance on residential care.
  - Changes to the nicotine replacement therapy which would focus on target groups such as expectant Mums. [This will be the subject of

further consideration at the Health and Adult Social Care Overview and Scrutiny Committee].

- The generation of income from within Highways and Transport during 2018/19 and the expected impact of the reduction of £5million from the Highways Maintenance contract and the scenario where this could be repaid in 2020/21.
- The Budget Consultation was also discussed. The Task and Finish group were interested to understand whether the information available to inform those responding to the Budget Consultation described the savings being made and what this might mean for the services people currently receive.

2.1.2 The Performance Management Overview and Scrutiny Committee will monitor the impact and progress of the savings identified for 2018/19 through its review of Corporate Performance and Financial Reporting. Emerging issues will be considered and may be the subject of further exploration.

## 2.2 Financial Strategy

2.2.1 The Task and Finish group confirmed that they saw greatest value in focusing on the Financial Strategy and the proposals for future years, and that their work in January 2018 would inform ongoing work by a task and finish group in the future. Areas from the Financial Strategy for 2019/20 onwards which were discussed with senior managers and portfolio holders include:

- The Digital Transformation Programme. This included exploring whether the identified savings would be achievable and whether changes to services and processes to improve efficiency and customer experience may not realise the full benefits if service areas do not have the capacity to respond in a timely manner.
- Raising income through our assets and investment. The discussion here covered whether the Council has the skills and capacity in house to progress the work at the pace required. It also covered whether the Council is looking to draw on external expertise to help inform asset management strategy and investment.
- Understanding how investment in digital health technologies will prevent people progressing to require services and create an overall reduction in the cost of services, and therefore savings, and how telecare and telehealth developments will promote independence and reduce reliance on traditional models of care.
- Changes to key contracts and how these could reduce costs to the Council. Discussions included the £1.5m identified against the Veolia contract.

### 3. Conclusion

- 3.1 Delivering the savings over the coming year and beyond is a significant challenge. The Financial Strategy has been written with a recognition that there are significant dependencies on developments by Government on the way that Local Government will be funded in the future, such as the completion of the Fair Funding Review and the implementation of what emerges from that work.
- 3.2 Following their consideration of the Financial Strategy the Task and Finish group have concluded that the focus on innovation and raising income is essential to the success of the Council in establishing a sustainable Financial Strategy and delivering balanced budgets in future years.
- 3.3 They recognise that the greatest opportunity for Overview and Scrutiny to add value for the Council and Shropshire Communities is to focus on future years through Financial Strategy as it continues to flex and develop, including plans relating to innovation and raising come. A Task and Finish Group with this as its terms of reference would be able to work alongside the development of plans for the 2019/20 Budget and to maintain an overview of progress and performance in delivering the Financial Strategy.

<b>List of Background Papers (This MUST be completed for all reports, but does not include items containing exempt or confidential information)</b>
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FINANCIAL STRATEGY 2018/19 – 2022/23 Cabinet 10th January 2017
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<b>Cabinet Member (Portfolio Holder)</b>
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Cllr David Minnery
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<b>Local Member</b>
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All
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<b>Appendices</b>
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## Committee and Date

Cabinet

14 February 2018

## **FINANCIAL STRATEGY 2018/19 to 2022/23**

**Responsible Officer** James Walton

e-mail: james.walton@shropshire.gov.uk Tel: 01743 258915

### **1. Summary**

This report sets out the financial strategy for the Council over the next five years, enabling a balanced budget to be set for the years 2018/19 to 2019/20 and considers the potential to set a sustainable and balanced budget in the years beyond.

This is the third financial strategy report considered by Cabinet this financial year and provides information and recommendations on the Council's proposals to manage its financial position over the next five years and to meet its statutory obligations to set a legal budget for 2018/19.

Following an extensive exercise to model growth in costs over the summer period, and a review of available resources, the first financial strategy of the financial year was approved by Cabinet on 18 October 2017 and set out the projected funding gap over the current parliamentary period.

The Financial Strategy approved by Cabinet on 10<sup>th</sup> January 2018 proposed a combination of approaches to close this funding gap. These included raising more Council Tax as a result of new freedoms, putting forward further and extensive savings plans and the continued use of one off grants and reserves. These proposals for savings and council tax income have now been rolled into the projected expenditure and resources position. This has the effect of changing the presentation of the funding gap.

In addition, changes to the value of the funding gap arise as a result of improved information including establishing final taxbase figures and collection fund outturns as well as changes brought about by the Provisional Local Government Settlement announced in December 2017 and the Final Settlement which was announced on 6<sup>th</sup> February 2018.

Table 1 below summarises the movement between the funding gap announced in October and the current position, and where these changes are presentational, or as a result of fundamental change. This results in the remaining structural funding gap for the Council, which needs to be resolved.

**Table 1: Projected Funding Gap Movement - Summary**

	2018/19 (£)	2019/20 (£)	2020/21 (£)	2021/22 (£)	2022/23 (£)
<b>Funding Gap as at Jan 10<sup>th</sup> 2018</b>	<b>36,467,901</b>	<b>43,962,531</b>	<b>48,558,987</b>	<b>53,668,794</b>	<b>59,270,364</b>
Presentational Changes (impact of proposals approved on 10 January 2018)	-14,323,636	-29,997,269	-25,583,824	-31,229,362	-34,003,377
Revised Values (impact of changes since 10 January 2018)	-1,942,933	-46,857	673,337	2,015,117	1,960,531
<b>Remaining Funding Gap as at Feb 14<sup>th</sup> 2018 (Structural Gap)</b>	<b>20,201,332</b>	<b>13,918,405</b>	<b>20,648,500</b>	<b>24,454,549</b>	<b>27,227,518</b>

This report continues to focus on the work completed to date to close this funding gap. As outlined in October, the approach to address the funding gap was built on four key pillars; innovate, raise income, cut services and use reserves to smooth delivery.

This approach has generated a large number of proposals front loaded, where possible, to 2018/19 and 2019/20. It is projected that these proposals, in total, will deliver over £43m of savings in base-budget by 2022/23. Details of the individual proposals are provided in Appendix 4.

After application of the savings proposals in Appendix 4, adjustments as a result of the provisional and final settlement, finalised taxbase and collection fund figures; one-off government funds can be applied and the budget can be brought into balance by 2019/20 by applying reserves to the remaining gap. Reserves of approximately £6.0m, from the £25m currently available, are estimated to be needed to smooth delivery of savings proposals over the next two years. This approach is acceptable as it will enable a balanced budget to be set in both financial years and, with the delivery of all savings proposals, a balanced budget without the need to rely on reserves can be set in year 2.

## 2. Recommendations

It is recommended that Members:

- A. Agree and recommend to Council the 2018/19 budget of £582.151m outlined in the Budget Book at Appendix 7, including the savings proposals outlined in Appendix 4.
- B. Note the changes required to the 2018/19 budget as a result of the Final Local Government Settlement and revised business rates and collection fund estimates.
- C. Note the revised funding gap for the years 2019/20 to 2022/23.
- D. Agree and recommend to Council the revised Capital Programme as set out in the report and detailed at section 8 and Appendix 8.



- E. Note the continued use of the Policy for Flexibility around the use of Capital Receipts.

## REPORT

### 3. Risk Assessment and Opportunities Appraisal

- 3.1. The development and delivery of the Council's Financial Strategy is the key process in managing many of the Council's strategic risks. The opportunities and risks arising are assessed each time the document is refreshed for Cabinet consideration. The Council's Strategic Risks are reported separately, but the Financial Strategy makes specific reference to the Council's ability to set a sustainable budget (the highest of the Council's key strategic risks). Other risks associated with or mitigated by the setting of an approved Financial Strategy are listed below:

- ICT Provision
- ICT Digital Transformation
- Future Funding Levels

- 3.2. Setting the Financial Strategy and agreeing the detailed changes necessary to deliver the agreed budget for the next financial year, will take into account the requirements of the Human Rights Act, any necessary environmental appraisals and the need for Equality and Social Inclusion Impact Assessments (ESIIA) and any necessary service user consultation.

### 4. Financial Uncertainty

- 4.1. Information on the Government's Fair Funding Proposals have not as yet been forthcoming and, in fact, implementation has been delayed by at least twelve months to 2020/21. It is not possible, therefore, to calculate the impact of these changes on Shropshire Council. The option to create a definitive long-term financial strategy is consequently not available. The Council can, however, develop a plan for a sustainable budget based on the information currently available. With a focus on innovation and raising income, the need to cut services beyond the levels already proposed to deliver a balanced budget remains an unquantifiable risk. Furthermore, a focus on income generation, for example, brings with it further risks such as security and longevity of income streams, whereas service cuts, by their very nature, represent a highly secure approach to reducing costs.
- 4.2. The Council's financial position will impact on service delivery, both statutory and non-statutory, in future years. This report includes a number of saving proposals for service reductions which are necessary to contribute towards delivering a balanced budget over the medium term. These proposals were recommended for approval by Cabinet on 10<sup>th</sup> January 2018. The proposals have been and will continue to be given detailed consideration to ensure the Council is not placed at risk of being unable to deliver statutory functions to an appropriate quality.

4.3. The Final Local Government Finance Settlement from February 2016 provided details for the financial years 2016/17 to 2019/20. In addition, Central Government offered to provide all local authorities with a confirmed multi-year offer (to 2019/20) where any Council was prepared to provide details of its efficiency statement before the deadline of 14 October 2016. Shropshire Council agreed to accept this offer and as a result the following allocations provided in the final settlement are now expected to be honoured:

- Revenue Support Grant (RSG)
- Rural Services Delivery Grant (RSDG)
- Transition Grant (2016/17 and 2017/18 only)
- Business Rates Top-Up Grant

Whilst the offer does not cover the following key grants (meaning they cannot be guaranteed) they do appear in the Local Government Settlement so they have been built in to 2019/20. Whether these will continue beyond this point is uncertain.

- New Homes Bonus (NHB)
- Improved Better Care Fund (IBCF)
- Additional Better Care Fund (ABC)

4.4. There is further uncertainty in the short term as IBCF and ABC are being reviewed again by central government. A number of local authorities are being targeted and details of their spending proposals are being challenged which could result in changes to the funding mechanism. To help mitigate risks all core grants identified in the two lists above have been considered as one-off funding. Reliance on these funds, however, has still been assumed over the medium term.

## 5. The Funding Gap – Background Information

5.1. To establish the initial gap in October 2017 extensive work was undertaken to revise expenditure and resource projections. Significant changes as a result of this work included identifying:

- Additional pressures as a result of growing demand and demographic changes particularly in Children’s services, alongside known growth in Adult Services;
- The cumulative impact of changes and loss in funding that are, nevertheless, tied to the statutory delivery of services
- Increased inflation requirements for major contracts;
- Savings proposals that have previously been drawn up by officers, but have not been achieved or approved for delivery due a number of contributory factors;
- Continued Government funding reductions.

5.2. As described in the 18 October 2017 Financial Strategy, the Council’s financial position can be summarised as growth in Adult Social Care, growth in Children’s services and the costs of other statutory responsibilities that

are not affordable under the current funding and expenditure model. The use of one-off funds in the 2016/17 and 2017/18 financial year has been a reasoned and reasonable approach to tackling the financial uncertainty surrounding all local authorities in the lead up to a fundamental change in national funding formulae which we believed to be imminent at that time. The use of one-off funds is, however, masking and not solving the Council's underlying financial position where expenditure continues to outstrip resources. Decisive action in the short term is now critical to bring this worsening situation under control.

- 5.3. The Financial Strategy is based upon delivery of a balanced budget over the Medium Term. Each year the delivery of services and savings proposals is monitored and reported to Cabinet on a quarterly basis. The impact of significant additional pressures (for example, demographic pressures in Adult Services) and the non-achievement of savings proposals impact not only on the relevant financial year, but also in future years of the Strategy. In previous years there has been an ability to freeze spending elsewhere in the budget to compensate for these pressures. In the future, there is a significant risk that there will be insufficient controllable budgets left in the Council to mitigate pressures appearing elsewhere. This may mean that reserves held for emergencies instead become relied upon to cover known pressures. If reserves are depleted in this way, the Council's funding position will quickly become unsustainable.

## **6. Changes to the Funding Gap since October 2017 and January 2018**

- 6.1. The funding gap presented to Cabinet in October 2017 and also in January 2018, has been revised in this report due to a number of factors. There have not been any changes to base assumptions of growth pressures but instead changes of a presentational nature as well as value changes resulting from finalisation of the taxbase, collection fund outturn and changes arising as a result of settlement announcements have been made. These are described below.
- 6.2. Changes of a presentational nature include:
- The January 10<sup>th</sup> Cabinet report put forward proposals for closing the funding gap which included increasing the core council tax from the previously assumed 1.99% to 2.99% as a result of freedoms announced in the Chancellor's November budget. This was previously shown as a way of closing the funding gap but is now shown correctly in this report as an increase in Resources.
  - The January 10<sup>th</sup> Cabinet report put forward proposals for closing the funding gap which included reprofiling the ASC precept from 2% in 2018/19 to 3% in 2018/19 (dropping to 1% in 2019/20 and remaining within the 6% limit between 17/18 and 19/20). This additional ASC Precept income was previously shown as a way of closing the funding gap but is now shown correctly in this report as an increase in Resources.

- The January 10<sup>th</sup> Cabinet report included new savings proposals put before Cabinet in both October 2017 and January 2018 totalling £43.079m. These proposals cover a range of initiatives including innovation, raising income and cuts to services. These were shown as a way of closing the funding gap in the October and January reports. These proposals are now shown in the Expenditure build up as well as the Resources build up where relevant. This enables the correct budget to be reflected and the correct control totals to be produced.

6.3. Changes in funding include the following items:

- The taxbase for 2018/19 was confirmed in a report to Council on December 14<sup>th</sup> 2017. It has increased by 2.37% compared to last year's estimates. The additional resource that this generates is shown within Resources. This change impacts on previous assumptions for both core council tax and ASC precept.
- The collection fund outturn for 2017/18 has also now been estimated and shows an overall deficit of £0.130m. This is reflected in the revised Resources position.
- Recent Business Rates estimates show that estimated business rates income will increase. This is mainly as a result of changes to the business rate multiplier set by the government. This is now reflected in resources and helps reduce the previous funding gap.
- There are some changes to both specific and core grants which are now reflected in resources. Most notably these changes include an increase in the assumptions for New Homes Bonus and a reinstatement of the cut to the Rural Services Delivery Grant (RSDG) expected in 2018/19. Both of these changes were announced in the provisional settlement in December. A further increase in RSDG of £1.306m was announced in the Final Settlement and this is also reflected in the revised income and expenditure figures.
- Additional Adult Social Care Support Grant was allocated to Shropshire Council in the Final Settlement amounting to £0.871m and this has also been included for 2018/19 as additional resources.
- Other changes include an estimated increase in salary costs as a result of the National Employers final pay offer and adjustments to fees and charges.

6.4. These changes are summarised in Table 2 below:

**Table 2: Projected Funding Gap Movement – Detail**

	2018/19 £	2019/20 £	2020/21 £	2021/22 £	2022/23 £
<b>Gap at January 10 Cabinet</b>	<b>36,467,901</b>	<b>43,962,531</b>	<b>48,558,987</b>	<b>53,668,794</b>	<b>59,270,364</b>
<b>Presentational Changes:</b>					
Move extra Core Council Tax increase into resources	- 1,366,228	- 1,393,810	- 1,422,998	- 1,453,838	- 1,486,380
Move ASC precept reprofiling into resources	- 1,366,228	51,491	22,304	7,394	39,937
investment and savings relating to taxbase	- 11,591,180	- 28,654,950	- 27,183,130	- 29,768,130	- 32,477,060
<b>TOTAL PRESENTATION CHANGES</b>	<b>- 14,323,636</b>	<b>- 29,997,269</b>	<b>- 28,583,824</b>	<b>- 31,229,362</b>	<b>- 34,003,377</b>
<b>Gap at February 14th after presentational changes</b>	<b>22,144,265</b>	<b>13,965,262</b>	<b>19,975,163</b>	<b>22,439,431</b>	<b>25,266,987</b>
<b>Value Changes:</b>					
Collection Fund Deficit	130,111	-	-	-	-
Taxbase Changes	- 887,482	- 1,006,494	- 1,085,327	- 1,167,625	- 1,255,894
Business Rates	- 489,136	- 317,731	- 279,743	- 241,068	- 201,694
RSG	-	-	34	16	-
Specific Grants	907,530	50,160	322,090	694,340	187,410
Core Grants (RSDG and NHB)	- 2,473,943	- 1,516,251	- 1,888,500	- 2,260,750	- 1,379,000
Additional future election cost	-	-	-	700,000	-
Pay Award	870,000	1,755,000	2,660,000	3,585,000	4,525,000
Other Fees & Charges and Adjustments to gross	13	1,088,779	944,851	705,236	459,530
<b>TOTAL VALUE CHANGES</b>	<b>- 1,942,933</b>	<b>- 46,857</b>	<b>673,337</b>	<b>2,015,117</b>	<b>1,960,531</b>
<b>Revised Gap at February 14 Cabinet</b>	<b>20,201,332</b>	<b>13,918,405</b>	<b>20,648,500</b>	<b>24,454,548</b>	<b>27,227,518</b>

- 6.5. Current indications from the 2017/18 in-year financial monitor suggest that Adult Social Care and Children's Services demand driven growth will now exceed forecast expectations. Work is now focussed on understanding the reasons behind these increases and a spending freeze has been put in place for the remainder of the 2017/18 Financial Year. These pressures can be managed in year through the use of one off grant funding but will impact the funding gap adversely if the growth continues in future years.

## 7. Closing the Gap

- 7.1. This strategy relies on a total council tax increase of 5.99% in 2018/19. This takes advantage of the recently announced 1% increase to the cap for Core council tax and also takes the opportunity to reprofile the ASC precept to raise 3% in 2018/19, reducing to 1% in 2019/20 which remains within the 6% limit across the three year period but by raising the tax earlier realises a net benefit of £1.375m in 2018/19, helping to reduce the reliance on reserves in that year.
- 7.2. There is also a reliance on reductions in expenditure arising due to an extensive £43m programme of savings over the next four years. These savings strategies were approved at Cabinet in October 2017 and January 2018.
- 7.3. In relation to the savings programme, Cabinet and officers have been reviewing the options for delivery of a sustainable budget by focusing on the following four key pillars, in priority order:

Innovate	Focus on the highest priority areas and those most likely to provide greatest reward including Children’s Services, Digital Transformation and Health and Adult Services
Raise Income	Focus on investment and commercial activity
Cut Services	Reconsider the core services the Council will continue to provide and focus resources on that core offer only. Once decided, make these decisions as quickly as possible.
Use Reserves	In a strategic manner to enable and smooth the delivery of the above.

7.4. The net total of proposals brought put forward to Cabinet in both October 2017 and January 2018 is shown in Appendix 4 and the following paragraphs describe those falling into each delivery pillar.

### **Innovate**

7.5. By focusing on innovation, we have been able to identify a number of proposals that can deliver up to £21.4m of savings by 2022/23. Details of these proposals are included in Appendix 4.

7.6. An important element of closing the funding gap is the contribution of the Council’s Commercial Strategy and Economic Growth Strategy as well as high profile projects such as digital transformation. It is crucial that such strategies and projects deliver savings through investment and transformational change. These strategies are key in supporting delivery of savings from innovation. As a result services will be delivered in different ways in the future; through a reduced physical estate, through more efficient back office systems and via a push to greater digital access from the public.

7.7. Key innovation savings brought forward in this report include:

- £3.0m from making efficiencies to our administrative buildings, using a smaller number of buildings and making those we do use more energy efficient and delivered on a more commercial basis.
- £10m from the Digital Transformation Programme which will revolutionise the way systems and processes are managed within the Council and to the public, of which £1m is proposed to be delivered in 2018/19. Appendix 5 provides an update as to the current status of the programme.

7.8. The total of proposals put forward under this key pillar is shown in Table 3 below:

**Table 3: Innovation Savings**

£'000	2018/19	2019/20	2020/21	2021/22	2022/23	Total
<b>Savings from Innovation</b>	-2,838,920	-12,066,440	-2,403,210	-1,850,000	-2,250,000	-21,215,170

**Raise Income**

7.9. By focusing on income generation, we have been able to identify a series of proposals that together could deliver up to £17.3m of savings to the Council by 2022/23. Details of these proposals are all included within the figures in Appendix 4.

7.10. A new strategic approach for the Council is to become more commercial and look to ways to replace government funding through the generation of income from local sources. The council's Commercial and Economic Growth Strategies provide a huge impetus for the delivery of savings in this area. Key savings identified include:

- £10.7m from investment in assets including Shrewsbury Shopping Centre and other property within Shropshire.
- £1.6m from making changes to the local Council Tax and Business Rates schemes to increase council resources.

The total of proposals put forward under this key pillar is shown in Table 4 below:

**Table 4: Proposals to Raise Income**

£'000	2018/19	2019/20	2020/21	2021/22	2022/23	Total
<b>Savings from Raising Income</b>	-5,450,000	-5,250,000	-2,600,000	-2,000,000	-2,027,000	-17,327,000

**Cut Services**

7.11. It is inevitable, given the projected financial position facing the Council, that reductions in services, or removal of some services altogether, is necessary in the short to medium term. The focus on innovation and income generation has reduced some of the necessity for service cuts, but nevertheless £4.3m of proposals have necessarily been identified for delivery by 2022/23. Details of these savings are included in Appendix 4.

7.12. The Council's Corporate Plan has provided a focus for the core services that we need to protect into the future. Other services that do not meet essential criteria may not be financially viable in their current state under the Council's future funding regime. Some examples include:-

- £0.6m from revisions to transport provision.
- £0.8m from a review of community based facilities and working
- £0.6m from reviewing support services costs.

7.13. The total of proposals put forward under this key pillar is shown in Table 5 below:

**Table 5: Proposals to Cut Services**

£'000	2018/19	2019/20	2020/21	2021/22	2022/23	Total
<b>Savings from Cutting Services</b>	-1,752,260	-1,890,130	-509,970	0	-191,930	-4,344,290

7.14. Two proposals have been put forward that will generate significant savings from a reduction in discretionary spend in Highways Maintenance and Adult Services preventative spend. Inclusion of these proposals as savings for 2018/19 and 2019/20 delivers a total of £11m across the two years and enables the budget to be balanced by 2019/20. These proposals, delivered on a permanent basis and alongside an extension of government one-off funds, could deliver a balanced budget in the longer term, through to 2022/23. These proposals are included in Appendix 4 and are shown in Table 6 below.

**Table 6: Permanent Savings that may be reversible <sup>1</sup>**

£'000	2018/19	2019/20	2020/21	2021/22	2022/23	Total
<b>Highways Maintenance</b>	-5,000,000	0	5,000,000	0	0	0
<b>ASC Preventative Spend</b>	-500,000	0	500,000	0	0	0

7.15. In reality the highways saving has already been reduced to reflect an estimated contribution from Car Park income as a result of the successful implementation of the new Car Parking strategy. This has been factored into the overall savings totals that can be achieved, but this saving is separately identified and it is important that this contribution is recognised. Without this investment from car parking income, highways spend will be lower in future years.

<sup>1</sup> These savings will be made on a permanent basis, but will be reviewed in 2020/21. At that point in time, if sufficient alternative proposals are in place (for example, if 100% Business Rate Reduction and Fairer Funding provide a sustainable funding base for the Council) then they may be reversed. This reversal is illustrated in Table 5.



## Cost of funding investment

- 7.16. A number of the proposals shown in Appendix 4, particularly in terms of innovation and income generation, will require borrowing to be undertaken to finance initial investment. The authority is able to borrow at relatively low rates through the Public Works Loan Board to finance investment in assets and economic growth. This cost of financing, including interest and repayment, has been estimated and shown as a total value in each year to net off against the total savings identified for that year.
- 7.17. These strategies enable a restatement of expenditure and resources assumptions which helps to close the gap to a certain degree but a gap still remains.
- 7.18. After the application of one of government grants such as Rural Services Delivery Grant, New Home Bonus and the Improved Better Care Fund The Council has approximately £25m of reserves which can be applied to the remaining gap. In doing so it is possible to balance the budget until 2020/21 when an unfunded gap of £0.19m remains. This unfunded gap rises to £26m in 2022/23. It is anticipated that the Government will announce the Fairer Funding proposals which will be required to stabilise the future position otherwise further cuts will be required.

## Use of one off funding and reserves

- 7.19. Appendix 3 shows the one-off funding sources which are currently being applied to begin to close the Council's funding gap. Government one-off funding includes use of the New Homes Bonus, Rural Services Delivery Grant and Improved Better Care Funding. There is no guarantee that these will continue into the future, and certainly not beyond 2019/20 (as this is the extent of the multi-year settlement offered by Central Government). It has been assumed, however, that New Homes Bonus will continue as a four (rather than six) year cumulative grant for the long term.
- 7.20. The final settlement, received on February 6<sup>th</sup> announced an increase of £1.306m to the Rural Services Delivery Grant and a further allocation of Adult Support Grant of £0.871m. These are assumed for 2018/19 and are applied as one-off funding to close the funding gap.
- 7.21. One-off Council funding is comprised of £25m of reserves. These are shown in table 7 below and described in the paragraphs which follow.

**Table 7: Reserves**

	<i>Total £</i>	<b>Application of Reserves</b>		
		<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>
		£	£	£
1. Reserves created from savings achieved early in previous years	8,851	8,851		
2. Adult Services Contingency	3,000,000	3,000,000		
3. Collection Fund Adjustments - Additional S.31 Grant	1,837,851	1,837,851		
4. Earmarked Reserves Freed Up	6,374,722	196,564		6,178,158
5. Conditional Reserves Freed Up	13,334,679	2,089,995	-1,149,172	12,393,856
<b>Total Reserves available from 2018/19 onwards</b>	<b>24,556,104</b>	<b>7,133,261</b>	<b>-1,149,172</b>	<b>18,572,014</b>

- 7.22. There is a £0.008m available from the early achievement of savings in prior years which can be applied to the funding gap in future years.
- 7.23. There is also an amount of £3.000m which was set aside in 2016/17. In 2016/17 the adult services growth model was introduced to forecast purchasing pressures and an amount of growth was held back in contingency in case the model assumptions were flawed and it was required to bring purchasing into balance. The balance was not required in that year and can now be applied to the funding gap in future years.
- 7.24. Following completion of the collection fund outturn estimates £1.838m of additional S.31 grant has been confirmed which will be received in 2017/18 but requires applying in 2018/19. This will be carried forward through reserves and applied appropriately next financial year.
- 7.25. During 2016/17 a review of all of the Council's reserves took place to identify balances which were no longer required. £10.409m of funds were identified from 42 different balances. These were transferred to the financial strategy reserve at the end of 2016/17. A total of £4.034m will be applied against the funding gap in 2017/18 and the remainder is available to apply in future years as shown in Table 7 above.
- 7.26. During 2016/17 balances held for redundancy and IT were identified as available to put towards the funding gap on the basis that they will be replaced by Capital Receipts in future years. This takes advantage of the greater flexibilities around the use of capital receipts which allows the council to utilise capital receipts generated to fund the revenue costs of service reform. It does, however, deplete the amount of capital receipts that can be applied for other purposes. Any threat to the generation of capital receipts would compromise the ability to release this one-off funding. A total of £13.342m was identified and moved to the financial strategy reserve at the end of 2016/17. A small amount will be used in 2017/18 and the remainder is available to close the funding gap from 2018/19 onwards. Part of the increase in costs within the strategy arises as a result of the increase in pension contribution costs from 13.5% to 14.8% during 2017/18. The strategy shows conditional release reserves being applied against this cost in the first instance but this is merely for presentational purposes.

7.27. It is a high risk strategy to apply all available reserves in full and early in the budget plan. It is preferable to use the available reserves to smooth the delivery of savings (some of which may take longer than others to achieve) and manage the Council's financial position over a five year planning horizon. This means, however, achieving a higher level of savings in the early years.

### Impact on the Council's Funding Gap

7.28. Table 8 below shows the revised funding gap (as shown in Table 1 above) which includes the savings proposed at Appendix 4. The table then shows the revised financial position after application of all available one-off government funds and the application of available reserves. In summary, based on the work undertaken to date a balanced budget can be achieved for 2018/19 and 2019/20.

**Table 8: Impact on the Council's Funding Gap**

	2018/19 (£)	2019/20 (£)	2020/21 (£)	2021/22 (£)	2022/23 (£)
<b>Revised Funding Gap as at Feb 14<sup>th</sup> 2018</b>	<b>20,201,332</b>	<b>13,918,405</b>	<b>20,648,500</b>	<b>24,454,549</b>	<b>27,227,518</b>
Government One-Off Funding available in each year	13,068,070	15,067,578	1,888,502	2,260,750	1,379,000
Reserves	7,133,261	-1,149,172	18,572,014	0	0
<b>Funding Gap Remaining in each year (As Per Appendix 3)</b>	<b>0</b>	<b>0</b>	<b>187,984</b>	<b>22,193,799</b>	<b>25,848,518</b>

## 8. Capital

8.1. This section of the report updates the Capital Programme for the period 2018/19 to 2020/21. This update is a holding position of the previous programme, updated to reflect new confirmed funding and the delivery schedule for schemes.

8.2. The Council is developing business cases for a number of proposed large schemes, although at this stage the business cases are not finalised. As a result these schemes cannot be considered at this point for inclusion in the capital programme and reports will come forward as necessary at future dates.

### Capital Allocations 2018/19 to 2020/21

8.3. The capital programme report 2017/18 to 2019/20, approved Council 23 February 2017, contained details of confirmed and indicative capital grants allocations. Where the Council has received updated confirmed allocations, these have been built into the updated capital programme. Any changes to capital allocations have been passported through to the service area, as will any allocations still to be confirmed. The following section details these allocations.

- 8.4. **Department of Education – Schools Programme.** The Department of Education has previously confirmed Basic Need allocations through to 2018/19 and indicative allocations of Condition grant for 2017/18. The Condition allocation is revised annually to reflect schools moving responsible body, opening or closing, and final confirmation of the 2018/19 allocation is awaited, a provisional figure of £2.5m has been assumed for budget setting purposes. The same confirmation is required for the 2018/19 Devolved Formula Capital grant allocation. Once confirmed these will be built in the capital programme and reported through the quarterly Capital Monitoring report. There are currently no future indicative allocations published for 2018/19 onwards.
- 8.5. In addition to the new funding allocations expected for 2018/19 there is significant funding that has been brought forward from previous year's capital programmes. The table below summarises the funding currently available in the 2018/19 Learning & Skills Capital Programme.
- 8.6. This funding has been allocated by programme areas and individual schemes as detailed in the Capital Programme (see Appendix 8). This is a combination of schemes slipped from 2017/18, multi-year schemes and allocations by programme area, which will be allocated to specific schemes based on school priorities. Learning & Skills have developed a programme to utilise all the above funding and expected funding that will be available to them in 2018/19, with Condition works being the largest area of the programme and this has been fully allocated against individual school schemes to be delivered in 2018/19. Further consideration will be made to the deliverability of a programme consisting of the brought forward funding and the 2018/19 funding of Basic Need grant in the financial year, once the full programme of schemes is approved.

**Table 9: Learning & Skills Capital Funding**

Funding	2018/19 Funding		
	B/F Funding £	New Allocation £	Total £
Basic Need	1,354,815	0	1,354,815
Condition ( <i>provisional</i> )	0	2,500,000	2,500,000
DFC ( <i>pending for 18/19</i> )	700,000	0	700,000
Special Provision Allocation	0	166,667	166,667
Capital Receipts	4,474,392	0	4,474,392
Revenue Contributions	14,293	0	14,293
<b>Total</b>	<b>6,543,500</b>	<b>2,666,667</b>	<b>9,210,167</b>

- 8.7. In addition to the above funding, £1.625m is currently projected to be generated in future years from the disposal of surplus former school sites, following Department of Education approval to dispose of the sites. These

receipts are ring fenced for investment in Learning & Skills capital schemes as previously agreed by Council as part of the amalgamation programme.

- 8.8. **Department of Transport** - Local Transport Plan (LTP). The Department of Transport previously announced allocations of funding for Highways confirmed through to 2017/18 and indicative allocations for 2018/19 to 2020/21. The Shropshire allocations are detailed in Table 10 below.
- 8.9. In addition to the LTP allocations further funding is expected for Pothole repairs which will be allocated nationally by formula shared by local highway authorities based on the road length for which each authority is responsible. The funding announcement for 2018/19 is yet to be confirmed and will be reported through the first available quarterly monitoring report.
- 8.10. There is a further £578 million that will be allocated nationally based on incentivising good asset management and efficiencies. Shropshire Council has submitted the required self-assessment exercise to Department for Transport for 2018/19 and is awaiting confirmation of the additional funding to be received for 2018/19. It is expected that Shropshire Council will be accredited with a Level 3 award (the top level).

**Table 10: Department for Transport LTP allocations**

<b>Funding</b>	<b>2018/19 Indicative Allocation £</b>	<b>2019/20 Indicative Allocation £</b>	<b>2020/21 Indicative Allocation £</b>
Highways Maintenance	13,275,000	13,275,000	13,275,000
Integrated Transport	1,626,000	1,626,000	1,626,000
Pothole Fund	0	0	0
Incentive/Efficiency Element Funding	0	0	0
<b>Total</b>	<b>14,901,000</b>	<b>14,901,000</b>	<b>14,901,000</b>

- 8.11. Within the Department for Transport Roads Funding 2017/18 announcement Shropshire was identified as one of the Local Highways Authorities which was deemed to have one of the most dangerous local roads in the West Midlands area where the risk of fatal and serious collisions is highest, based on analysis by the Road Safety Foundation. Two sections of road on the A529 in the North East area of the County have been identified and Shropshire Council has been invited to submit proposals to improve safety on this road. If confirmed as successful Shropshire Council could receive additional funding of circa £3.8m for works scheduled over a 2 to 3 year period.
- 8.12. A summary of how the Department for Transport funding has been allocated across service areas within Highways and Transport is provided in Table 10 below:

**Table 10: Highways Capital Programme & Financing 2018/19**

<b>Funding</b>	<b>Maintenance Block</b>	<b>Integrated Transport</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Structural Maintenance of Bridges	1,500,000		1,500,000
Structural Maintenance of Roads	5,601,000		5,601,000
National Productivity Fund – to be confirmed			
Street Lighting	800,000		800,000
<b>Total Highways</b>	<b>7,901,000</b>	<b>0</b>	<b>7,901,000</b>
<b>Integrated Transport</b>			
Integrated Transport		1,000,000	1,000,000
Contribution to Shrewsbury Integrated Transport Package		1,000,000	1,000,000
<b>Total</b>	<b>7,901,000</b>	<b>2,000,000</b>	<b>9,901,000</b>

- 8.13. The finance strategy has identified the requirement to reduce the Highways Maintenance Programme by £5m per annum in 2018/19 and 2019/20 in order to achieve approved revenue savings targets. This requirement is reflected in the 2018/19 budget shown in the above table.
- 8.14. The highways capital maintenance programme is developed based on an Asset Management approach. With funding allocations based on using network intelligence gained from routine condition surveys as well as other sources of information; investment will be prioritised where it will achieve the greatest returns.
- 8.15. Integrated transport schemes are prioritised based on the contributions to key objectives such as safety, network efficiency, environmental benefits and levels of local support. For the next few years an element of the funding will be used to support the Shrewsbury Integrated Transport Package scheme.
- 8.16. **NHS – Better Care Fund.** The Better Care Fund includes capital grant allocations for Disabilities Facilities Grant (DFG). Allocations for 2018/19 are yet to be confirmed, but expected to be broadly in line with the 2017/18 allocation of £2.7m
- 8.17. Additional funding was secured in 2016/17 from the Department for Health Housing and Technology Fund after a successful bid was submitted by Shropshire Council for the sum of £2,415,000 profiled over both 2016/17 and 2017/18 financial years. The award is part of a £25m national programme to deliver sustainable housing solutions for people with learning disabilities in conjunction with community partners. £1.5m of this fund has

been re-profiled to 2018/19 which is permissible under the Grant conditions as this is committed to assisting in a further 23 cases of housing purchases.

- 8.18. **Housing Revenue Account (HRA).** During 2016/17 the Council has undertaken the transition from using the baseline Major Repairs Allowance (MRA) figure in the HRA self-financing determination for Shropshire as the basis for the amount allocated for capital investment. There was a five year transitional period to implement component-based depreciation for the HRA to use for determination of the level of capital investment required in the housing stock.
- 8.19. The HRA has agreed a major repairs programme of £3.911m 2018/19, plus £1.098m slippage from 2017/18. During 2017/18 £0.145m is also included for completion of the New Build Phase 4 programme, financed from ring-fenced capital receipts generated from HRA property disposals and HCA funding.
- 8.20. **Local Enterprise Partnership (LEP).** The Council has been awarded Local Enterprise Partnership (LEP) funding for three projects after submission of business cases in 2015/16, these projects continue until 2020/21
- 8.21. The Council received confirmation of £6m (across 2015/16 to 2018/19) in LEP funding for the Shrewsbury Integrated Transport Package. The scheme will include a number of measures aimed at alleviating congestion and improving town centre pedestrian areas. The scheme will be supplemented by funding from the annual Integrated Transport allocation and developers' contributions through Community Infrastructure Levy and Section 106 contributions.
- 8.22. Following submission of the business case for the Oxon Link Road scheme in 2015/16 the Council was awarded £4.2m (across 2015/16 to 2019/20) towards the total cost of the £12.934m project. The scheme will be supplemented by funding from developer contributions through Section 106 agreements.
- 8.23. Funding from the Local Enterprise Partnership has also been awarded towards the Broadband delivery project. This funding of £5,022,000 (across 2015/16 – 2020/21) has been used in conjunction with funding from BDUK and Shropshire Council to facilitate the upgrade of Broadband provision to premises within Shropshire.

### **Corporately Financed Capital Schemes**

- 8.24. The previous Capital Strategies have reduced the number of corporately financed schemes to align the programme to available resources and avoid the unaffordable ongoing revenue costs of borrowing to finance the programme. The finance strategy has identified the requirement to reduce the Highways Maintenance Programme by £5m per annum in 2018/19 and 2019/20 in order to achieve approved revenue savings targets.
- 8.25. CIPFA published a revised Prudential Code in December 2017 which requires that all Local Authorities produce a detailed Capital Strategy for

2019/20 onwards. The Capital Strategy needs to be tailored to the authority's individual circumstances and is intended to provide the following:

- A high-level overview of how capital expenditure, capital financing and treasury management activity contribute to the provision of services.
- An overview of how the associated risk is managed.
- The implications for future financial sustainability.

A revised Capital Strategy will be produced in order to meet this legislative requirement from 2019/20.

8.26. The revised capital programme, following the grant changes and the review of the capital programme is detailed in Appendix 8 and a summary of the programme and the financing is provided in Table 11 below.

### Capital Programme 2018/19 to 2020/21

**Table 11: Capital Programme 2018/19 to 2020/21**

Service Area	2018/19 Budget £	2019/20 Budget £	2020/22 Budget £
<b>General Fund</b>			
Place & Enterprise	31,151,398	17,221,323	15,401,000
Adult Services	1,509,968	0	0
Children's Services	9,210,167	166,667	166,667
Public Health	300,000	0	0
Resources & Support	6,060,200	0	0
<b>Total General Fund</b>	<b>48,231,733</b>	<b>17,387,990</b>	<b>15,567,667</b>
Housing Revenue Account	5,166,075	3,760,950	0
<b>Total</b>	<b>53,397,808</b>	<b>21,148,940</b>	<b>15,567,667</b>
Self-Financed Prudential Borrowing	8,197,000	0	0
Government Grants	28,969,300	20,272,359	15,453,379
Other Grants	2,541	0	0
Other Contributions	207,699	0	0
Revenue Contributions to Capital	0	0	0
Major Repairs Allowance	4,526,210	3,760,950	0
Corporate Resources (Capital Receipts/Prudential Borrowing)	11,495,058	2,115,631	114,288
<b>Total Financing</b>	<b>53,397,808</b>	<b>26,148,940</b>	<b>15,567,667</b>



- 8.27. **Proposed Future Schemes** The Council is currently undergoing a review of its capital investment priorities and undertaking the production of a Capital Strategy which will support investment decisions going forward and will provide links to support other key strategies. The purpose of the Capital Strategy will be to ensure that all capital investments are consistent with the Council's priorities and service delivery strategies, consider associated risks, recognise financial constraints over the long term and represent value for money. In addition, any capital investments should comply with the Prudential Code for local authority capital investment introduced through the Local Government Act 2003. The key objectives of the Code are to ensure that capital investment plans are affordable, prudent and sustainable.
- 8.28. It has been recognised that the Council's capital investment decisions are no longer solely to support the achievement of social goals, and whilst this remains the focus, there is also the requirement to invest in opportunities that will generate a return on investment for the Council and provide greater resilience going forward. The Capital Investment Strategy will be designed to guide the Council to make appropriate investment decisions within the following areas:
- own fit for purpose, well maintained and appropriate assets for the work of the Council and delivery of its services.
  - ensure that assets contribute to income generation wherever possible.
  - address the maintenance requirements of its current assets.
  - invest in income generating and cost saving capital programmes.
- 8.29. Alongside the Capital Investment Strategy the Council is developing business cases for a number of proposed large schemes. At this stage the business cases are not finalised or are awaiting confirmation of external funding. As a result, these schemes cannot be considered at this point for inclusion in the capital programme. Reports will come forward to consider these once the business cases have been finalised. These reports will also consider the financial implications of the Council financing these schemes and the effect on revenue budgets in the long term.

### **Capital Receipts**

- 8.30. Capital receipt projections are based on current projections of assets to be disposed, the estimated capital receipt they will generate from disposal and the financial year in which the disposal will be completed. There is a high level of risk in these projections as they are subject to changes in property and land receipts and the revised allocated capital receipts; Table 12 shows the capital receipts position across the years of the capital programme.

**Table 12: Capital Receipts Projections 2018/19 to 2020/21**

<b>Service Area</b>	<b>2018/19 Budget £</b>	<b>2019/20 Budget £</b>	<b>2020/21 Budget £</b>
Corporate Resources Allocated in Capital Programme	13,544,831	2,115,631	114,288
To be allocated from Ring Fenced Receipts	11,271,870	2,914,688	0
<b>Total Commitments</b>	<b>24,816,701</b>	<b>5,030,319</b>	<b>114,288</b>
<b>Capital Receipts in hand/projected:</b>			
Estimated carry forward	18,413,578	0	0
Projected - Green	1,500,000	0	0
<b>Total in hand/projected</b>	<b>19,913,578</b>	<b>0</b>	<b>0</b>
In year Shortfall/(Surplus) to be financed from additional capital receipts/Prudential Borrowing	4,903,122	5,030,319	114,288
Further Assets Being Considered for Disposal	15,306,844	520,000	0

- 8.31. The above capital receipt projections for 2018/19 to 2020/21 are based on current scheduled disposals that are profiled for each year. A number of proposed disposals are, however, subject to business case approval against the Council's disposal protocol. Those listed as Green are where it is rated as 'highly likely' that the disposals will be completed in year. In addition to these there are a number of further assets that have been identified for potential disposal in future years. These receipts hold significant risk against delivery and therefore until the plans for disposal against these assets are formally agreed, these will not be included when considering the programmes affordability. The current programme has a shortfall in total of £10,047,729, between 2018/19 and 2020/21, against low risk capital receipts. Identified medium to high risk disposals of £15,826,844 over the same period provide a potential solution. Further work is required on the deliverability of the list of assets being considered for disposal to address this shortfall going forward.
- 8.32. If the Council cannot generate the required level of capital receipts there will be a requirement to further reduce or re-profile the capital programme or undertake prudential borrowing, which will incur revenue costs that are not budgeted in the revenue financial strategy.

### **Policy for Flexibility around the use of Capital Receipts**

- 8.33. The council will continue to take advantage of the greater flexibilities around the use of capital receipts offered in the financial years 2016 to 2019 which allow the Council to utilise capital receipts generated in this period to fund the revenue costs of service reform. Any qualifying expenditure under this flexibility must be on any project that is designed to generate ongoing

revenue savings in the delivery of public services and/or transform service delivery to reduce costs or demand for services in future years.

## 9. Budget Consultation

- 9.1 The Budget Consultation was launched on 10<sup>th</sup> January 2018. It has been advertised in the Shropshire Council newsroom and via a number of social media channels. A series of infographics have been released via these channels over the duration of the consultation periodically drawing attention to the opportunity to comment. A total of 45 responses have been received to date.
- 9.2 The consultation has drawn responses from a broad cross section of the community. Of the 42 respondents 53% are male and 40% female with the remainder preferring not to say. 27% are between the ages of 65-74 and 16% between the ages of 35-44. Responses have come predominantly from local residents but also those representing a local business or commercial organisation, representatives of local Towns, Parish and Rural Parish Councils, Members of local faith groups or churches as well as local interest or community groups.
- 9.3 The consultation consists of five questions inviting a free text response. By taking this approach we are able to capture the range of opinion rather than a simple positive or negative response.
- 9.4 Question 1 asked the public about council services that they currently receive and whether they would be prepared to pay directly for them or pay more for them rather than see them cut. A number of people perceived that they did not use many council services in the first instance and leisure and library services were listed high on those that the public may consider paying for rather than losing whilst a number said there would be no services that they would consider paying for directly.
- 9.5 Question 2 asked the public whether they thought there were any services that Shropshire Council should consider finding alternative delivery arrangement for rather than them being delivered by the Council. A large number of responses to this question said that services should not be outsourced citing cost, poor quality and lack of accountability as the reasons why. However, a number of respondents listed arts, festivals, music services, museums and visitor attractions in this category as potential services appropriate for alternative delivery arrangements.
- 9.6 Question 3 asked the public for their suggestions as to how the council might raise income or make further savings. A number of respondents used this question to put forward their concern over the shopping centre investment. There were a variety of other responses put forward, including increasing council tax, lobbying government for more money, reviewing the number of councillors and their allowances, making better use of buildings and charging staff to park at work.

- 9.7 Question 4 asked the public to comment specifically on the list of £43m savings put forward in the 10<sup>th</sup> January Cabinet report. 6 respondents, commenting on behalf of local Town, Parish or Rural Parish Councils, specifically raised concerns over cuts to the Environmental Services Grants. Others are concerned about how the council tax increases will impact on households with low incomes, whether increased parking charges might drive people out of town and whether the shopping centre acquisition will be profitable.
- 9.8 Finally Question 5 invited the public to make general comments on the budget proposals overall. A third of respondents chose to make further comment. Again the responses were varied. In terms of primary themes five people commented that they did not support the shopping centre purchase. Two others did not have confidence in the council overall. Two commented that in their opinion the Council should not be investing in Shirehall and two said the Council needed to invest in preventative services.
- 9.9 In summary, the range of comments showed that a number of respondents had concerns over some of the proposals put forward in the budget but others also commented that the proposals were good and the opportunity to feedback was welcomed. Generally the overall feedback, while limited in number, was balanced and constructive.
- 9.10 The associated infographics and a more detailed summary of responses are shown at Appendix 6.

## 10 Assumptions and Next steps

- 10.1 With the approval of the £43.079m proposed, gross, savings in this report (and subsequent delivery at these estimated levels) a balanced budget can be achieved for 2018/19 and 2019/20. This position is based on assumptions and actions set out in the following paragraphs.
- 10.2 The Final Local Government Settlement was received on 6 February 2018, making a small number of alterations to the Provisional Settlement released on 19 December 2017. In summary, these had the following implications for Shropshire Council:
- The level of Revenue Support Grant (RSG) and other Core Grants were confirmed at the levels set out in the multi-year settlement (on which the Financial Strategy has been based) with the exception on Rural services Delivery Grant. This grant has been increased (for 2018/19 only) by £1.225m for Shropshire Council in the Provisional Settlement and then by a further £1.306m in the Final Settlement (£2.531m in total).
  - The ability to increase the core Council Tax by an additional 1%, in line with inflation, without holding a local referendum has been granted. This means the potential for a core increase of 2.99%. In Shropshire the core council tax raise of 1% is expected to raise an additional £1.375m compared to our planning assumptions. Alongside a further increase of 3% Social Care Precept, enables a maximum increase of 5.99% in

2018/19. In total these additional adjustments add £2.75m to resources in 2018/19.

- Capital Receipts flexibility has been extended for a further 3 years, which is welcomed but not expected to provide any additional material impact on Shropshire Council's plans.
- A new Fairer Funding Formula is due to be implemented from 2020/21 alongside 75% retention of business rates (rather than 100% retention in 2019/20 as originally published). Retention of 75% business rates would be offset by the removal of RSG and Public Health Grant as a minimum, and the result would be financially neutral to the Council.
- The Final Settlement included an additional Adult Social Care Support Grant for 2018/19 only. As in previous years this has been allocated via the Relative Needs formula, resulting in an allocation for Shropshire Council of £0.871m from the national pot of £150m.

- 10.3 A number of the proposals for investment included within this report have been included based on early assumptions and/or outline business cases, ahead of detailed due diligence work being completed and a full business case produced. An officer-led Capital Investment Board considers all capital investment proposals and these are taken forward providing they meet return on investment and yield criteria set within the Commercial Strategy. For the purposes of the Financial Strategy, assumptions on the value and type of investment to be carried out by the Council, to realise the returns included in the savings proposals within this report, have been used to produce a cost of investment to net off against any gross saving. The cost of investment value will be refined and, as with the investment return, is likely to change from the initial assumptions included in this report. Such variations will have to be managed by close monitoring of the budget, and the application of reserves.
- 10.4 The Council has retained a redundancy reserve which will enable the delivery of a number of the savings proposals identified in this report where staffing reductions will be necessary. The value of this reserve is conditional upon the generation of capital receipts, and it is currently assumed to be approximately £3.6m. Should this reserve be depleted, however, it will be necessary to net-off any additional redundancy costs against savings proposals which would potentially delay delivery of the saving.
- 10.5 The savings proposals set out in the report have been allocated to financial years on the basis of a review of lead time and implementation. It is acknowledged that certain factors critical to the successful delivery of some of these proposals may not be within the direct control of the Council, and allowance has been made for this, up to a point. There is no scope within the financial plan to delay the delivery of any of the proposals.
- 10.6 Cabinet is due to consider a report setting out fees and charges proposals across the Council on 14 February 2018. Where possible, the impact of any assumed increases has been taken into account in the growth model and savings proposals already included within this report.

- 10.7 Following approval of the savings proposals on 10 January 2018 by Cabinet, a consultation period commenced which is due to conclude before Council approves the budget in February. Consultation will continue following Cabinet on 14 February, right up to Council on 22 February and the Leader will verbally update Council should any significant implications from consultation be identified that cannot be included in this report.
- 10.8 If these proposals are not approved another option to achieve a balanced budget would be to put Council Tax increases to a local referendum as. This would allow the authority to generate Council Tax income over and above the proposed limit of 5.99%. If set at the correct level this extra income would negate the need to make some of the savings.
- 10.9 As announced in the Provisional Settlement on 19 December 2017, a fairer funding formula is expected to be applied to local government funding from 2020/21 and will coincide with the proposed 75% local retention of business rates. For this reason it is important that a balanced budget can be set for the Council in the preceding years 2018/19 and 2019/20. The impact of Fairer Funding may not be known, however, until the provisional local government settlement for 2020/21 which would be released in December 2020. This provides minimal time to set the budget given the potential for significant change from the current modelled figures. As a result, the Council is proposing to put in place a number of actions to mitigate against the risk that a fairer funding deal does not materially improve the Council's financial position. These mitigations include:
- Ensuring that savings proposals are in place and the maximum level of reserves are retained to ensure the Council does not encounter a cliff edge in its financial position ahead of fairer funding.
  - Ensuring that the General Fund Balance is risk assessed and set at an appropriate level ahead of the 2020/21 financial year.
  - Delivering a number of permanent savings that may be reversible. That is to say, savings in Highways and Adult Services that would only be reversed if the Council's financial position is improved as a result of fairer funding.
- 10.10 The current Multi-year settlement provides some certainty for Shropshire Council funding for the years 2018/19 and 2019/20. This includes funding for two main core grants RSG and Rural services Delivery Grant (RSDG). In addition, but not included in the multi-year settlement (nor in the provisional settlement), central government have indicated that Improved Better Care Funding (iBCF) allocations will continue to 2019/20 also. In 2019/20 these grants (excluding RSG which is considered separately) are estimated to total approximately £14m. While these grants are unlikely to continue following the adoption of a fairer funding approach, it is conceivable that, contrary to our planning assumptions, a national formula could take account of this level of funding within any calculation.
- 10.11 It is possible, taking the above into account, to construct a scenario that delivers an approximation of a longer-term sustainable budget. While this is based on a number of assumptions (at the time of writing and under the

current funding model), with the delivery of all £43m savings shown within this report, plus extension of iBCF and RSDG into later years, plus permanent delivery of the savings in Highways and Adult Services (para 7.14 above), plus extension of the 1% Council Tax increase, it would be possible to deliver a balanced budget (with the use of some reserves) through to 2022/23. While this is a highly caveated suggestion, it does, nevertheless, identify a financially aspirational target for a sustainable budget that the Council can use as one of a number of planning assumptions over the life of the current parliament. This suggestion is exemplified by taking Table 7 above and amending it, as in Table 13 below, to include the points raised above (amendments highlighted):

**Table 13: Aspirational Proposal to deliver a Sustainable Budget**

	2018/19 (£)	2019/20 (£)	2020/21 (£)	2021/22 (£)	2022/23 (£)
<b>Revised Funding Gap as at Feb 14<sup>th</sup> 2018</b>	<b>20,201,332</b>	<b>13,918,405</b>	<b>20,648,500</b>	<b>24,454,549</b>	<b>27,227,518</b>
Government One-Off Funding available in each year <b>if extended</b>	13,068,070	15,067,578	15,067,578	15,067,578	15,067,578
Additional 1% Council Tax (see paragraph 7.2, <b>if extended</b> )		1,374,605	2,828,767	4,337,744	5,919,097
Savings Proposals – <b>With permanent delivery of reversible savings.</b>			5,500,000	5,500,000	5,500,000
Reserves	7,133,262	-2,523,778	-2,747,845	-450,773	740,843
<b>Funding Gap Remaining in each year (As Per Appendix 3)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**List of Background Papers (This MUST be completed for all reports, but does**

**not include items containing exempt or confidential information)**

Financial Strategy 201819 to 202223: Cabinet 18 October 2017  
Financial Strategy 201819 to 202223: Cabinet 10 January 2018

**Cabinet Member (Portfolio Holder)**

David Minnery

**Local Member**

All

**Appendices**

Appendix 1 – Resource Projections  
Appendix 2 – Expenditure Projections  
Appendix 3 – Funding Gap  
Appendix 4 – Gross savings proposals  
Appendix 5 – Digital Transformation Update  
Appendix 6 – Budget Consultation Feedback  
Appendix 7 – Budget Book (to follow)  
Appendix 8 – Capital Programme



**Appendix 1 - Resource Projections**

	2018/19 £	2019/20 £	2020/21 £	2021/22 £	2022/23 £
<b>Council Tax</b>	145,638,262	152,618,219	161,485,306	170,866,542	180,794,449
<b>Business Rates:</b>					
Business Rates Collected	40,309,824	41,038,625	41,780,603	42,535,997	43,305,048
Top Up Grant	9,649,310	9,863,325	9,863,325	9,863,325	9,863,325
<b>RSG</b>	13,301,166	6,119,050	4,079,367	2,039,683	0
<b>Collection Fund:</b>					
Council Tax	2,292,668	500,000	500,000	500,000	500,000
Business Rates	-2,422,779	-500,000	-500,000	-500,000	-500,000
<b>NET BUDGET</b>	<b>208,768,451</b>	<b>209,639,219</b>	<b>217,208,601</b>	<b>225,305,548</b>	<b>233,962,822</b>
<b>Grants included in Core Funding:</b>					
Improved Better Care Fund i	4,328,800	8,153,520	0	0	0
New Homes Bonus	7,121,970	7,151,200	6,909,550	7,238,810	6,497,840
Rural Services Delivery Grant	6,614,131	5,307,640	0	0	0
Adult Social Care Support Grant	871,140	0	0	0	0
<b>CORE FUNDING</b>	<b>227,704,492</b>	<b>230,251,579</b>	<b>224,118,151</b>	<b>232,544,358</b>	<b>240,460,662</b>
<b>Local Income</b>					
Fees and charges (including income savings deliverable from prior years)	72,336,910	73,895,828	75,803,208	77,842,584	80,016,997
Other Grants and contributions	23,061,550	23,061,550	23,061,550	23,061,550	23,061,550
Specific Grants (excluding Core Funding Grants above)	230,566,240	227,526,083	223,449,900	223,040,550	222,752,260
Specific Grants Changes between Feb. & Sept. 2017					
Internal Recharges	8,280,870	8,280,870	8,280,870	8,280,870	8,280,870
<b>TOTAL FUNDING</b>	<b>561,950,062</b>	<b>563,015,910</b>	<b>554,713,679</b>	<b>564,769,912</b>	<b>574,572,338</b>

**Appendix 2 – Expenditure Projections**

	2018/19 £	2019/20 £	2020/21 £	2021/22 £	2022/23 £
<b>Original Gross Budget Requirement</b>	<b>576,847,806</b>	<b>582,151,393</b>	<b>576,934,316</b>	<b>575,362,179</b>	<b>589,224,460</b>
<b>Inflationary Growth :</b>					
Pay	2,606,400	2,656,400	2,711,800	2,768,040	2,819,700
Prices	3,297,385	2,661,433	2,908,430	3,147,842	3,179,325
Pensions	3,555	14,575			
<b>Demography &amp; Demand</b>	<b>10,207,019</b>	<b>7,885,625</b>	<b>9,104,995</b>	<b>9,901,259</b>	<b>11,003,912</b>
<b>Service Specific Pressures</b>	<b>4,434,972</b>	<b>-7,503</b>	<b>9,810</b>	<b>10,230</b>	<b>10,650</b>
<b>Local Generated Pressures:</b>					
Elections	-700,000			700,000	-700,000
Specific Grants Changes between years	1,318,151	-1,363,838	-17,778,993	-80,090	-1,029,260
All other changes in 2016/17	-829,640.00				
Adjustment to Gross budget offset by Income changes	-4,100,760.00				
<b>Savings</b>					
Deliverable Savings from prior years- 2018/19 - Approved	-263,235				
2016/17 and 2017/18 Savings not achievable - Approved	920,920				
<i>Savings from Cabinet 18.10.2017 - For Council Approval</i>	-92,080	-415,300	-154,430	0	
<i>Savings from Cabinet 10.01.2018 (those not moved to resources) - For Council Approval</i>	-14,249,100	-18,791,270	141,250	-3,850,000	-4,468,930
<i>Estimated Cost of Investment - For Council Approval</i>	2,750,000	2,142,800	1484999.98	1,265,000	1,760,000
<b>TOTAL EXPENDITURE</b>	<b>582,151,393</b>	<b>576,934,316</b>	<b>575,362,179</b>	<b>589,224,460</b>	<b>601,799,857</b>

**Appendix 3 – Funding Gap**

	2018/19 £	2019/20 £	2020/21 £	2021/22 £	2022/23 £
Resources	561,950,062	563,015,910	554,713,679	564,769,912	574,572,338
Expenditure	582,151,393	576,934,316	575,362,179	589,224,460	601,799,857
<b>Gap in year</b>	<b>20,201,332</b>	<b>13,918,405</b>	<b>20,648,500</b>	<b>24,454,549</b>	<b>27,227,518</b>
<b>One Off Funding to be used:</b>					
<b>One off Grants:</b>					
Rural Services Delivery grant	6,614,131	5,307,640	0	0	0
Transition Grant - One Off	871,140				
New Homes Bonus - One Off	1,253,999	1,606,418	1,888,502	2,260,750	1,379,000
Adult Social Care Support Grant - One Off	0				
Improved Better Care Funding	4,328,800	8,153,520	0	0	0
<b>Use of Reserves:</b>					
Savings Achieved early and put into reserves	8,851				
Adult Services Contingency 16/17	3,000,000				
Collection Fund Adjustments -Additional S.31 17/18	1,837,851				
Earmarked Reserves - Freed up	196,564		6,178,158		
Freed up Conditional Release Reserves	8,459	-3,245,284	12,393,856		
Freed up Conditional Reserves - Pensions	2,081,536	2,096,112			
<b>TOTAL ONE OFF FUNDING</b>	<b>20,201,331</b>	<b>13,918,406</b>	<b>20,460,516</b>	<b>2,260,750</b>	<b>1,379,000</b>
<b>Remaining Gap to be Funded</b>	<b>0</b>	<b>0</b>	<b>187,984</b>	<b>22,193,799</b>	<b>25,848,518</b>

## Appendix 4 – Gross Savings proposals

Adult Services									
			Total value of proposals	-902,290	-1,975,240	-2,009,210	-950,000	-250,000	
Ref	Directorate	Portfolio Holder	Description	2018/19	2019/20	2020/21	2021/22	2022/23	Status
A01	Adults Services	Lee Chapman	Day Services - The outsourcing of Aquamira, Albert Road, Greenacres and Avalon.	0	-96,700	-96,700	0	0	Approved at Cabinet 18/10/2017
A02	Adults Services	Lee Chapman	Joint Training (part 1) - Reduction of costs and increases to course fees	0	-77,000	0	0	0	Approved at Cabinet 18/10/2017
A03	Adults Services	Lee Chapman	Enable - Secure further income from external contracts	0	-50,000	-50,000	0	0	Approved at Cabinet 18/10/2017
A04	Adults Services	Lee Chapman	Positive Steps - Contract review.	0	-43,900	0	0	0	Approved at Cabinet 18/10/2017
A05	Adult Services	Lee Chapman	Use of capital funding to reduce the cost of high cost placements	-50,000	-100,000	-50,000	0	0	Approved at Cabinet 10/01/2018
A06	Adult Services	Lee Chapman	Review of contracts within Housing	-43,790	0	0	0	0	Approved at Cabinet 10/01/2018
A07	Adult Services	Lee Chapman	Review of vacant properties and housing benefit	-25,000	-25,000	0	0	0	Approved at Cabinet 10/01/2018
A08	Adult Services	Lee Chapman	Review of grants	-22,000	0	0	0	0	Approved at Cabinet 10/01/2018
A09	Adult Services	Lee Chapman	Increase in supported living accommodation	0	0	-117,670	0	0	Approved at Cabinet 10/01/2018
A10	Adult Services	Lee Chapman	Review of Housing services	-51,500	-100,000	0	0	0	Approved at Cabinet 10/01/2018
A13	Adult Services	Lee Chapman	Review of Minimum Income Guarantee	-200,000	0	0	0	0	Approved at Cabinet 10/01/2018
A14	Adult Services	Lee Chapman	Review of supporting people contracts	0	0	-206,000	0	0	Approved at Cabinet 10/01/2018
A15	Adult Services	Lee Chapman	Invest in digital health technologies	0	-250,000	-250,000	-250,000	-250,000	Approved at Cabinet 10/01/2018
A16	Adult Services	Lee Chapman	Telecare/Telehealth developments	0	-400,000	-400,000	-200,000	0	Approved at Cabinet 10/01/2018
A17	Adult Services	Lee Chapman	Explore joint housing and social care opportunities with partners	0	-300,000	-500,000	0	0	Approved at Cabinet 10/01/2018
A18	Adult Services	Lee Chapman	Provider market stewardship and micro-commissioning	0	-200,000	-300,000	0	0	Approved at Cabinet 10/01/2018
A19	Adult Services	Lee Chapman	Increased use of social prescribing	0	0	-300,000	-500,000	0	Approved at Cabinet 10/01/2018
A21	Adult Services	Lee Chapman	Review of client property	0	-15,040	0	0	0	Approved at Cabinet 10/01/2018
A22	Adult Services	Lee Chapman	Reduce the cost of care packages by investing in technology	-10,000	-50,000	-40,000	0	0	Approved at Cabinet 10/01/2018
A23	Adult Services	Lee Chapman	Increased shared lives placements	0	-43,900	-52,140	0	0	Approved at Cabinet 10/01/2018
A24	Adult Services	Lee Chapman	Efficiencies and additional income generation within Joint Training	0	-77,000	0	0	0	Approved at Cabinet 10/01/2018
A25	Adult Services	Lee Chapman	Innovate to generate new income	0	-50,000	-50,000	0	0	Approved at Cabinet 10/01/2018
A26	Adult Services	Lee Chapman	Review of day centres	0	-96,700	-96,700	0	0	Approved at Cabinet 10/01/2018
A27	Adult Services	Lee Chapman	ASC Reduction in Preventative Spend - Permanent Saving that may be reversible from 2020/21	-500,000	0	500,000	0	0	Approved at Cabinet 10/01/2018

Children's Services									
Total value of proposals				-1,643,200	-794,000	200,000	0	0	
Ref	Directorate	Portfolio Holder	Description	2018/19	2019/20	2020/21	2021/22	2022/23	Status
C01	Children's Services	Nick Bardsley	Education Improvement Service - A restructure of Education Improvement Service to deliver core statutory duties only.	-65,300	0	0	0	0	Approved at Cabinet 18/10/2017
C02	Children's Services	Nick Bardsley	Budget re-alignment of All-in Short Break Contracts	-40,000	0	0	0	0	Approved at Cabinet 10/01/2018
C03	Children's Services	Nick Bardsley	Efficiencies in Nursery Education Support	-31,770	0	0	0	0	Approved at Cabinet 10/01/2018
C04 & C07	Children's Services	Nick Bardsley	Efficiencies in Home to School Transport	-556,500	0	0	0	0	Approved at Cabinet 10/01/2018
C05	Children's Services	Nick Bardsley	Further promotion of independent travel training and SEN personal budgets	-164,630	0	0	0	0	Approved at Cabinet 10/01/2018
C06 & C13	Children's Services	Nick Bardsley	Reductions to external placement costs within children's safeguarding	-430,000	-500,000	0	0	0	Approved at Cabinet 10/01/2018
C11	Children's Services	Nick Bardsley	Creation on a supply teacher service	0	-200,000	0	0	0	Approved at Cabinet 10/01/2018
C14	Children's Services	Nick Bardsley	Expand the use of Troubled Families grant income for two years.	-200,000	0	200,000	0	0	Approved at Cabinet 10/01/2018
C16	Children's Services	Nick Bardsley	Review of specialist youth provision	-39,000	0	0	0	0	Approved at Cabinet 10/01/2018
C17	Children's Services	Nick Bardsley	Review of business support functions within Learning and Skills	-116,000	-94,000	0	0	0	Approved at Cabinet 10/01/2018

Place and Enterprise			Total value of proposals	-9,137,040	-6,299,330	2,024,510	-2,900,000	-4,218,930	
Ref	Directorate	Portfolio Holder	Description	2018/19	2019/20	2020/21	2021/22	2022/23	Status
P01	Place & Enterprise / Ste	Steve Davenport	Public Conveniences - Closure of public conveniences at Newport Road, Prees Heath, and Brownlow Street, Whitchurch.	-24,780	0	0	0	0	Approved at Cabinet 18/10/2017
P02	Place & Enterprise / Joy	Joyce Barrow	Rockspring - End agreement with Rockspring Community Centre	-2,000	-2,000	-7,730	0	0	Approved at Cabinet 18/10/2017
P03	Place & Enterprise / Ste	Steve Charmley	Repairs & Maintenance - 15% reduction in R&M and office moves budget	0	-145,700	0	0	0	Approved at Cabinet 18/10/2017
P04	Place and Enterprise	Robert Macey	Review of waste collection and recycling services	0	-1,500,000	0	0	0	Approved at Cabinet 10/01/2018
P05	Place and Enterprise	Steve Charmley	Review of car parking at administrative sites	0	-96,000	0	0	0	Approved at Cabinet 10/01/2018
P10	Place and Enterprise	Joyce Barrow	Review of community working	0	-648,480	0	0	0	Approved at Cabinet 10/01/2018
P11	Place and Enterprise	Lezley Picton	Review of library provision	0	0	-73,950	0	-191,930	Approved at Cabinet 10/01/2018
P13	Place and Enterprise	Nic Laurens	Review of workshops and economic development land	0	-81,050	0	0	0	Approved at Cabinet 10/01/2018
P15	Place and Enterprise	Lezley Picton	Review of community assets	0	0	-73,810	0	0	Approved at Cabinet 10/01/2018
P16	Place and Enterprise	Steve Charmley	Reduction in facilities management costs	0	-55,000	0	0	0	Approved at Cabinet 10/01/2018
P23	Place and Enterprise	Lezley Picton	Review of community leisure facilities	-129,260	0	0	0	0	Approved at Cabinet 10/01/2018
P26	Place and Enterprise	Steve Davenport	Review of local environmental maintenance services	-110,000	0	0	0	0	Approved at Cabinet 10/01/2018
P28	Place and Enterprise	Steve Charmley	Increased installation and use of solar panels	0	-100,000	0	0	0	Approved at Cabinet 10/01/2018
P29	Place and Enterprise	Steve Davenport	Review of concessionary travel	0	-50,000	0	0	0	Approved at Cabinet 10/01/2018
P30	Place and Enterprise	Lezley Picton	Development of cultural assets to raise additional income	0	0	-200,000	0	0	Approved at Cabinet 10/01/2018
P33	Place and Enterprise	Steve Charmley	Raise additional income from new development	0	0	0	0	-27,000	Approved at Cabinet 10/01/2018
P34	Place and Enterprise	Steve Charmley	Creation of a Shropshire lottery	0	-50,000	0	0	0	Approved at Cabinet 10/01/2018
P35	Place and Enterprise	Steve Charmley	Efficiencies within administrative buildings	-500,000	0	0	-500,000	-2,000,000	Approved at Cabinet 10/01/2018
P36	Place and Enterprise	Nic Laurens	Generate income from investment in assets	-2,700,000	0	0	0	0	Approved at Cabinet 10/01/2018
P39	Place and Enterprise	Steve Charmley	Raise income from investment in assets	0	-2,000,000	-2,000,000	-2,000,000	-2,000,000	Approved at Cabinet 10/01/2018
P41	Place and Enterprise	Steve Charmley	Negotiate contract savings upon renewal, through better contract management	0	-300,000	-300,000	-400,000	0	Approved at Cabinet 10/01/2018
P59	Place and Enterprise	Steve Davenport	Increased income generation within Highways and Transport	-500,000	-400,000	0	0	0	Approved at Cabinet 10/01/2018

Place and Enterprise										
				Total value of proposals		-9,137,040	-6,299,330	2,024,510	-2,900,000	-4,218,930
Ref	Directorate	Portfolio Holder	Description	2018/19	2019/20	2020/21	2021/22	2022/23	Status	
P62	Place and Enterprise	Steve Davenport	Redesign within Transport and Fleet services	0	-60,000	0	0	0	Approved at Cabinet 10/01/2018	
P64	Place and Enterprise	Steve Davenport	Review of bus subsidies	0	-405,000	0	0	0	Approved at Cabinet 10/01/2018	
P65	Place and Enterprise	Nic Laurens	Income generation from investment in assets	0	-280,000	-320,000	0	0	Approved at Cabinet 10/01/2018	
P66	Place and Enterprise	Steve Charmley	Innovation and efficiencies within Shire Services	-171,000	-126,100	0	0	0	Approved at Cabinet 10/01/2018	
P67	Place and Enterprise	Steve Davenport	Highways Maintenance - Permanent Saving that may be reversible from 2020/21	-5,000,000	0	5,000,000	0	0	Approved at Cabinet 10/01/2018	

Public Health										
				Total value of proposals		-556,850	-288,000	-228,480	0	0
Ref	Directorate	Portfolio Holder	Description	2018/19	2019/20	2020/21	2021/22	2022/23	Status	
H01	Public Health	Lee Chapman	Review of the Links and Healthwatch services	-68,180	0	0	0	0	Approved at Cabinet 10/01/2018	
H02	Public Health	Lee Chapman	Review of maintenance of closed churchyards	-47,120	0	0	0	0	Approved at Cabinet 10/01/2018	
H04	Public Health	Lee Chapman	Efficiencies and additional income generation within Registrars	0	-40,000	0	0	0	Approved at Cabinet 10/01/2018	
H05	Public Health	Robert Macey	Additional income generation within Regulatory Services	-40,000	0	0	0	0	Approved at Cabinet 10/01/2018	
H06	Public Health	Robert Macey	Operating efficiencies within Regulatory Services	-30,000	0	0	0	0	Approved at Cabinet 10/01/2018	
H07	Public Health	Lee Chapman	Review of Community Safety	0	0	-116,270	0	0	Approved at Cabinet 10/01/2018	
H08	Public Health	Lee Chapman	Review of Shropshire Partnership	0	0	-32,210	0	0	Approved at Cabinet 10/01/2018	
H11	Public Health	Lee Chapman	Review of the Stop Smoking service	-46,000	0	0	0	0	Approved at Cabinet 10/01/2018	
H12	Public Health	Lee Chapman	Additional income generation within Help2Change	-80,000	-20,000	-30,000	0	0	Approved at Cabinet 10/01/2018	
H13	Public Health	Lee Chapman	Innovation within Help2Change	-63,000	-63,000	-50,000	0	0	Approved at Cabinet 10/01/2018	
H14	Public Health	Lee Chapman	Review of Nicotine Replacement Therapy service	-50,000	-65,000	0	0	0	Approved at Cabinet 10/01/2018	
H15	Public Health	Robert Macey	Redesign within Regulatory Services	-93,480	0	0	0	0	Approved at Cabinet 10/01/2018	
H16	Public Health	Robert Macey	Review of parking enforcement	0	-100,000	0	0	0	Approved at Cabinet 10/01/2018	
H19	Public Health	Lee Chapman	Review of child health programmes	-39,070	0	0	0	0	Approved at Cabinet 10/01/2018	

Resources & Support			Total value of proposals	-3,301,800	-9,850,000	0	0	0	
Ref	Directorate	Portfolio Holder	Description	2018/19	2019/20	2020/21	2021/22	2022/23	Status
R01	Resources and Support	Steve Charmley	Review of Democratic Services budgets	-27,000	0	0	0	0	Approved at Cabinet 10/01/2018
P46	Place and Enterprise	Steve Charmley	Review of council tax support scheme	0	-200,000	0	0	0	Approved at Cabinet 10/01/2018
R03	Resources and Support	Steve Charmley	Contract review within Customer Involvement	0	-50,000	0	0	0	Approved at Cabinet 10/01/2018
R04	Resources and Support	Steve Charmley	Income generation within Legal and Democratic Services	-10,000	0	0	0	0	Approved at Cabinet 10/01/2018
R06	Resources and Support	Steve Charmley	Development of a communications offer to other organisations	-50,000	0	0	0	0	Approved at Cabinet 10/01/2018
R07	Resources and Support	Steve Charmley	Provision of telecoms support to other organisations	-100,000	0	0	0	0	Approved at Cabinet 10/01/2018
R08	Resources and Support	Steve Charmley	Provision of web and printing services to other organisations	-50,000	0	0	0	0	Approved at Cabinet 10/01/2018
R11	Resources and Support	Steve Charmley	Creation of an apprenticeship levy framework offer to other organisations	-20,000	0	0	0	0	Approved at Cabinet 10/01/2018
R13	Resources and Support	Steve Charmley	Redesign following digital transformation and business process transformation	0	-9,000,000	0	0	0	Approved at Cabinet 10/01/2018
R15	Resources and Support	David Minnery	Review Treasury Management approach and investment income	-500,000	0	0	0	0	Approved at Cabinet 10/01/2018
R16	Resources and Support	David Minnery	Service reconfiguration within Finance, Governance and Assurance	-100,000	-300,000	0	0	0	Approved at Cabinet 10/01/2018
R17	Resources and Support	David Minnery	Additional income generation within Finance, Governance and Assurance	0	-100,000	0	0	0	Approved at Cabinet 10/01/2018
R18	Resources and Support	Steve Charmley	Review of elected councillor costs	-44,800	0	0	0	0	Approved at Cabinet 10/01/2018
R20	Resources and Support	Steve Charmley	Redesign within Legal and Democratic Services	-100,000	0	0	0	0	Approved at Cabinet 10/01/2018
R21	Resources and Support	Steve Charmley	Redesign of the Council's single front door	-500,000	0	0	0	0	Approved at Cabinet 10/01/2018
R22	Resources and Support	David Minnery	Review Council Tax collection costs and approaches	-100,000	0	0	0	0	Approved at Cabinet 10/01/2018
R23	Resources and Support	David Minnery	Additional Premium for Empty Homes	0	-200,000	0	0	0	Approved at Cabinet 10/01/2018
R24	Resources and Support	Steve Charmley	Limited Voluntary Redundancy Programme	-500,000	0	0	0	0	Approved at Cabinet 10/01/2018
R02	Resources and Support	David Minnery	Review of council tax support scheme*	-600,000	0	0	0	0	Approved at Cabinet 10/01/2018
R09	Resources and Support	David Minnery	Review of empty property relief*	-500,000	0	0	0	0	Approved at Cabinet 10/01/2018
R19	Resources and Support	David Minnery	Review collection of business rates processes*	-100,000	0	0	0	0	Approved at Cabinet 10/01/2018

\*Savings now showing in taxbase and CF estimates



## Appendix 5

### ICT DIGITAL TRANSFORMATION – UPDATE

#### 1. Background

1.1. This appendix provides an update on Digital Transformation and is reported via the Financial Strategy given the level of financial investment and expectation of savings deliver built into the programme.

1.2. The Council aspires to deliver services at the highest quality and lowest cost compared to other authorities in everything that it does. The Economic Growth and Commercialism strategies rely upon the delivery of the Digital Transformation Programme which in itself covers the following individual projects:

- ERP (Enterprise Resource Planning for Finance, HR and Payroll systems),
- Customer Experience including a Contact Centre solution and a CRM (Customer Relationship Management solution)
- Social Care (including both Adults and Children’s integrated solutions),
- Infrastructure & Architecture, this Project has a number of work streams including supporting the integration of new solutions, consolidating the applications estate, providing a data strategy and facilitating the single view of the customer, and implementing initiatives such as Wi-Fi to technologically facilitate mobile working in key Council buildings,

1.3. A corporate approach to organisational development (culture change) has been documented and will run alongside the technological implementations of the programme.

#### 2. Project Progress

2.1. The four distinct project elements of ERP, Customer Experience, Social Care and Infrastructure & Architecture sit clearly within a framework comprising project assurance, project support, overarching programme management and project delivery.

2.2. Once the tender has been awarded and contract signature is achieved each project will go through the three stages of Design, Build and Implementation. The paragraphs which follow provide an update on each project element.

##### **Enterprise Resource Planner (ERP):**

2.2.1. The ERP contract has been awarded to Methods Business & Digital Technology Ltd. who are a delivery partner of Unit4 supplying their market

leading solution Business World On!. The project is currently nearing the end of the first stage which is Design. This is a 3 stage approach based on a Local Government Value Accelerator (LGVA) template. In short this means the software already comes with a standard public sector solution based on best practice. Stage 1 is to review the template, stage 2 is to make tweaks to the template based on Shropshire's specific requirements and the final stage is to sign off the documented design. The timetable for sign-off of the Design Gateway is February 2018.

- 2.2.2. Once the proposed solution is approved and signed off the project will move into the Build stage. The supplier will create build plans and build the approved solution, whilst the business resource will be creating the process maps for the new solution, engaging with stakeholders about the changes, preparing and cleansing data ready for migration and starting to create test scripts ready for User Acceptance Testing. Finally the project will move to the Testing and Cut Over stages when the business will thoroughly test that the design as signed off, has been built and raise defects to be rectified where it hasn't. Also during this phase, data migration will continue, end user training will commence and finally cut over from the current systems to the ERP ready for Go-Live. Key Council staff will be heavily involved in each of the phases to ensure they can approve the design and confirm the solution is fit for purpose. The challenge of resource for the Project and Business As Usual is being managed proactively.
- 2.2.3. A number of Council staff have been identified as Business Champions and work has commenced to guide these staff to be able to promote engagement with the proposed new ways of working.

**Infrastructure and Architecture (I&A):**

- 2.2.4. The I&A stream of work had its overarching project definition document and Terms of Reference (ToR) agreed by main programme board in late July. This element of the digital transformation programme is primarily being managed and delivered by the in house IT team and the new Project Manager commenced late November 2017. Since agreeing the ToR, the I&A project group has commissioned a specific piece of work to support the data and business intelligence needs of the organisation. A new approach to change management has also been introduced and a new service management tool has been implemented.
- 2.2.5. In terms of changes to the Council's IT Infrastructure. The WiFi tenders have been evaluated and the contract awarded to Pinacl Solutions UK Ltd, It is hoped that delivering phase one (Shirehall) and most other identified sites early in the 2018. The next elements of the I&A stream to be worked on will focus on integrations, single sign on, EDRMS, and consolidation of our applications estate.

**The Customer Experience Project:**

- 2.2.6. This element of the programme will deliver a new Customer Relationship Management system (CRM) and a new Contact Centre solution. The contract for the new contact centre solution was awarded to 4Net utilising software by Enghouse and Teleopti. Following a phased delivery approach phase 1, the IT Helpdesk and ICT Applications teams went live mid-January 2018, with Theatre Severn later in January 2018, followed by Revenues and Benefits in early February 2018 and Customer Services in early March 2018. This will facilitate the decommissioning of the current BT NGCC contract.
- 2.2.7. The CRM (Customer Relationship Management) solution encountered a number of issues during the procurement phase which resulted in the preferred supplier withdrawing from the tender process. Following this a further review was undertaken and alternative options considered. This resulted in a decision to upgrade the Council's current MS Dynamics platform to a cloud hosted solution through the Council's existing Enterprise Licence Agreement with Microsoft. An implementation partner has been selected to deliver the initial configuration and following this will train an in-house team to further develop other work streams. Contract negotiations are underway and should be completed early February 2018. The CRM will be developed in an agile way, with new developments and functionality released in 3 month cycles.
- 2.2.8. The MyShropshire Account, the self service portal on the Council's website, will be developed in parallel with the CRM system. The implementation partner for CRM is also providing support and guidance to the Council's Digital Services Team who will be developing the portal. The aim is to have a MyShropshire Account with functionality for customers to view Revenues and Benefits information, raise and track complaints, raise and track Highways issues and find out information about waste collections by October 2018. There is also an option to build a MyShropshire Business Account, should the Council choose to do so.

**The Social Care Project**

- 2.2.9. Design work on the Liquidlogic solution has progressed to the sign off stage for the new Social Care Adults solution. Design work on the new children's system is progressing well and plans for the testing and implementation activities for both are being finalised with Liquidlogic to establish go live dates and more detailed project steps.
- 2.2.10. The Business Champions workshop held recently was well received, with around 40 champions now engaged with the project team. "As is" and "To be" business process workshops are nearing completion and service manager walkthroughs have been arranged prior to full service sign off. Testing of both the initial system configuration and the first rounds of

migrated data have been completed. Further rounds of testing are scheduled over the coming months to ensure the system has been fully prepared and will be ready to go into service on the agreed date.

2.3. The projects listed above are either in stages of contract award or in design phases. As a result, it is not possible to quantify the final overall cost of delivering the solutions as additional work may be required or additional modules purchased in order tailor the solutions to meet Shropshire's needs. This has an impact on how the financial position of the project is presented and the level of assumptions that are required to be made.

### 3. Financial Position

3.1. The total approved budget for the programme, which has not been changed since last reported, is £26.2m and has been allocated across the projects as shown in Table 1.0 below. The budget is a mix of both capital and revenue funding. Following progress in respect of procurement and contract award, some indicative outturn projections can start to be seen but with the caveat that not all potential project costs have been identified and so these may be subject to change.

Table 1.0

<b>Proeject Stream</b>	<b>Approved Budget £m</b>	<b>Projected Outturn £m</b>
ERP	£6.894	£4.370
Social Care	£4.908	£4.332
Customer Experience	£5.640	£2.050
Infrastructure & Architecture	£3.758	£3.147
Overall Programme Management	£5.032	£4.210
<b>Total</b>	<b>£26.232</b>	<b>£18.109</b>
<b>Reduced Funding Requirement</b>		<b>£8.123</b>

NB: The programme management element comprises costs arising from the pre-procurement engagement activities, implementation and final sign off. Elements include costs for matters such as Programme Discovery and Business Case Augmentation, Data and Enterprise Augmentation, Data Migration Scope Definition and Roadmap, Infrastructure Migration Project, Programme Manager and Support, costs associated with Change Management and a Programme Contingency.

3.2. Initial project costings were based on assumptions prior to the procurement phase and after detailed pre-market engagement. As the project elements achieve contract award and contract signature and then move through the project phases it is possible to start to firm up cost and savings estimations.

- 3.3. Early projections suggest that costs will outturn well below the approved budget. This will reduce the borrowing requirement for the project overall and may result in a small additional saving within revenue.
- 3.4. Within the February 2018 financial strategy a revenue saving of £10m is attributed to the Digital Transformation Programme. The detail of this proposal is in development but will likely include targeted voluntary and compulsory redundancies, savings arising from efficient working practices and income generation.

#### **4. Go Live dates**

- 4.1. As the elements of the project have progressed through the procurement and design phases the launch dates for the various deliverable modules are being firmed up. The following potential launch dates are being planned for the key individual projects. Factors taken into account when determining these dates include the inter-dependencies between the Projects and timing considerations.
- Contact Centre phased from January 2018
  - Infrastructure & Architecture - Varying dates according to Project streams
  - Adult Social Care August 2018
  - ERP October 2018
  - Children's Social Care 5<sup>th</sup> November 2018
  - CRM phased from June 2018.
- 4.2. These key dates are kept under constant review and will be refined as the Programme progresses to ensure the best products are delivered in the most timely fashion and under budget.

## Appendix 6- Budget Consultation 2018/19 – 2022/23

Feedback as at: 05/02/2018

Responses Received to date: 45

### 1. Profile of Respondents:

Chart 1.0

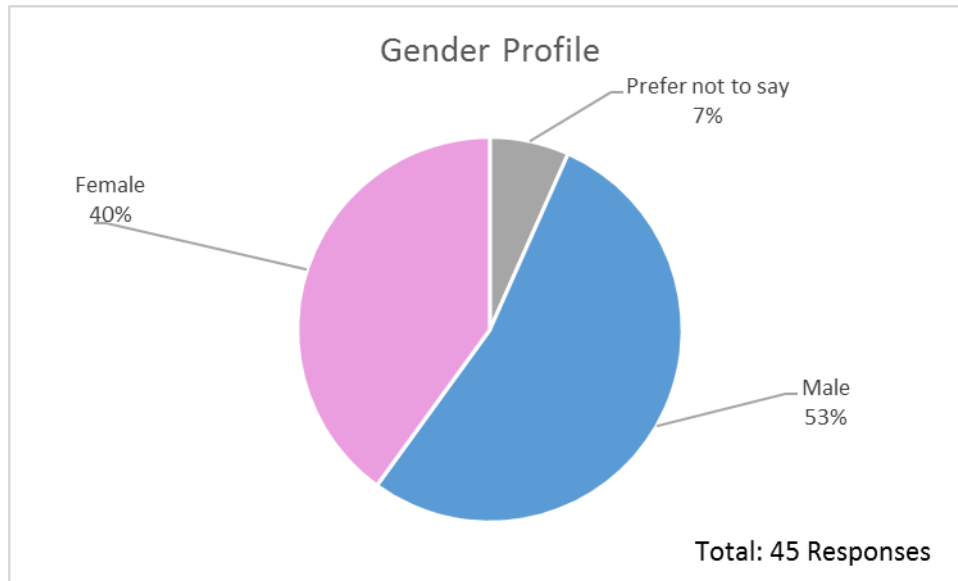
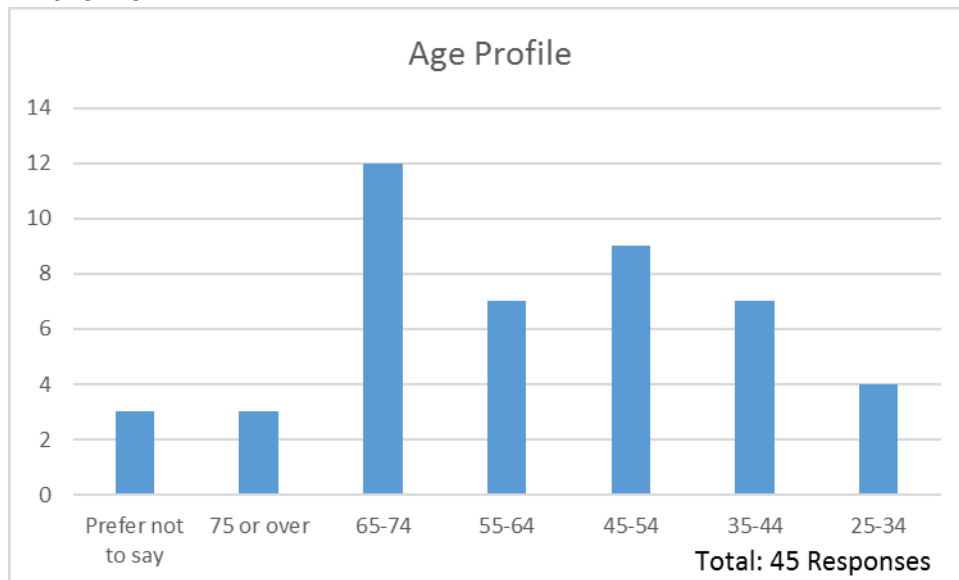


Chart 2.0



## 2. Detailed Summary of Responses

### 2.1. Question 1

<b>Council services you currently receive that you would be prepared to pay directly for, or pay more for than you currently do, rather than lose it in potential service cuts?</b>	<b>Mentions</b>
None - don't use any/many Council Services	5
Leisure facilities (noted services paid for need to improve)	3
Libraries	3
None - already pay enough	3
None	2
None - not fair on those on lower incomes	2
None - on low income / cant afford to pay	2
Community Transport	1
Connecting Shropshire (so as to be more effective)	1
Early Help Childrens Centres	1
Enforcement	1
Environmental Maintenance	1
Green waste collection	1
None - pay out more than I receive	1
none - would need to means test people on low incomes=inefficient	1
School Transport	1
Social Care (all ages)	1

### 2.2. Question 2

<b>Are there any services that Shropshire Council should consider finding alternative delivery arrangements for rather than delivering directly ourselves?</b>	<b>Mentions</b>
Services should be inhouse not outsourced (cheaper, quality, accountable)	8
Arts, festivals & music	3
Museums and Visitor attractions (eg Acton Scott)	2
No	2
Road maintenance	2
All services should be tendered	1
Estates and Assets	1
Give grants for community led services:	
Youth groups	
Toddler groups	1
Golf Courses	1
Guided tours of Shrewsbury	1
Purchase of local shopping centres	1
Roman Road Sports Centre should be run by Meole School	1
Safety advice	1
Shire Services	1
Use volunteer schemes more - see Telford & Wrekin Council Street Champion Scheme - for:	
Litter picking	
Dog muck	
Libraries	1
Work with voluntary sector	1

### 2.3. Question 3

<b>Other suggestions about how the Council can raise income or make further savings?:</b>	<b>Mentions</b>
Stop - plans to invest in shopping centres - too high risk	6
Council Tax - Increase Shropshire Council precept	5
Lobby government - more money	5
Reduce - number of Councillors	5
Reduce - Councillor allowances	4
Make better use of buildings - rationalise and sell, rent or share space with other orgs.	3
Charge staff to park at work	2
Contracts - Bring back inhouse - cheaper and a better quality service (roads, ASC)	2
Increase car parking charges (further)	2
Maximise tourism potential	2
Sell Shirehall	2
Additional levy on build and sale of infill houses built in gardens	1
Additional rate charge on second homes	1
Charge for activities that are free (Shropshire Way footpath, playgrounds, other natural assets)	1
Contracts - Use penalty clauses (IT contract)	1
Council Tax - Adequate band and surcharges for new builds	1
Council Tax - ensure all homes in correct Band	1
Council Tax - introduce additional levy on top 3 bands	1
Create - Local authority lottery scheme	1
Create - Utility bill switch service	1
Cut - council funded subsidies for traded services, and make them operate as a business.	1
Cut - mobile library vans (encourage the community to deliver, or take them to a library)	1
Cut - subsidies to Arriva	1
Cut back - funding for tourism	1
Cut funding - Armed forces should pay for community covenant	1
Cut funding - Arts and festivals to be self funding	1
Environmental enforcement (FPNs) for littering, dog fouling ,fly tipping, Commercial waste	1
Freeze staff salaries	1
Fund - minibus instead of taxis (school children with special needs)	1
Improve efficiency of Council operation (eg printing, admin, recruitment costs)	1
Introduce a 'verge' project	1
Lobby Government - fund public transport system	1
Look at - how do other Councils generate income?	1
Look at - what services do other Councils charge for that SC is not?	1
Make better use of buildings - multi-org'n.	1
New build developments to ensure provision of council housing, schools, GP practises etc	1
Recycle equipment within ASC and Childrens	1
Reduce - Chief Executive salary	1
Reduce - cleaning contract at Shirehall -staff could empty bins	1
Reduce - procurement costs	1
Reduce - salaries over £75k	1
Reduce - school transport bill	1
Reduce - Staff and councillors to reduce travel and food expenditure	1



Reduce - staff numbers	1
Restore bus service from Market Drayton to Telford	1
Revisit the rebate system.	1
Save money through process improvement rather than increasing charges	1
Sell of AONB & SSI	1
Sell off golf courses	1
Sell off Musems	1
Stop - funding cinema and theatre	1
Stop - guided tours of Shrewsbury.	1
Stop - business support	1
Stop - Make sure get out of anything PFI	1
Stop - plans to refurbish Shirehall	1
Stop - schemes to build new roads	1
Stop wasting money on consultations.	1
Support bus use	1
Switch off street lighting	1
Think longer term - Focus more on preventative services before cutting services eg cutting leisures services now may lead to higher health costs later	1
Think longer term - attract businesses to Shropshire so can collect Business rates	1
Think longer term - take advantage of key road links such as M6 and M54 and also the HS2 when it comes along in planning.	1
Think longer term - develop a coherent economic development strategy	1
Work better with other departments	1

#### 2.4. Question 4

Any further comments on the savings we are proposing?:	Mentions
Maintain the environmental grant	6
Increase of council tax is going to cause hardship for households on low income	2
Think longer term - increasing parking charges may drive shoppers to other towns	2
Will the shopping centres be profitable?	2
Better monitoring of the Highways contractor (Ringway were poor)	1
Concentrate on providing appropriate services	1
Council tax - maintain support for low income houtholds	1
Cuts are to small services which: -will not achieve the required savings -will may render the those small servies defunct Should be tackling the large cost services	1
Defer the removal of the Environmental Grant until 2019/20 - parishes may not of accounted for its removal in this years precept	1
Digital transformation programme is a disaster	1
Proposals are good	1
Proposed service cuts are vital to localities Parish Councils cannot pick up services	1
Purchasing shopping centres. Upgrading I T services, refurbishment of shirehall. These don't appear to be directing funds in the most needed places and look like expensive white elephants.	1
Services have been cut enough	1

Shropshire is a rural county and services should reflect that	1
Think longer term - cutting highways budget may increase potholes and accidents	1
Think longer term - reducing Early Help will increase the demand on social services in the future	1
Use money more wisely	1

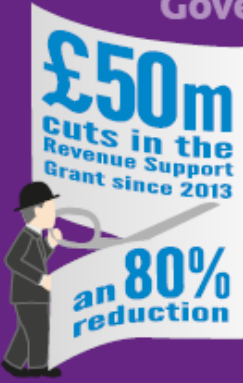
## 2.5. Question 5

General comments:	Mentions
Do not support the shopping centre purchase	5
Do not have confidence in the council	2
Should not be investing in Shirehall	2
Think longer term - invest in preventative services	2
Appreciate the opportunity to give feedback	1
Contracts - Better monitoring to ensure VFM	1
Digital transformation programme needs to be written in plain english	1
Do not get the same level of service as other parishes.	1
Encourage the take up of direct payments and stimulating the personal assistant market.	1
Have council meetings round county	1
Insensitive time to spend £18 on Shirehall refurbishment	1
Keep the street lights on	1
Look at matching older people with a spare bedroom requiring low level care to match up with students needing accommodation. Students receive cheaper accommodation in return for keeping older person company and preparing light meals and snacks.	1
Make decisions	1
More generally trying to think more like a commercial business rather than a local authority. Look at what commercial businesses are succeeding at in today's economy and looking at how the council could adopt some of these practices.	1
Not enough financial detail in the proposals - need previous and current year budget and actual/forecast figures	1
Review staff levels and VFM	1
The authority is weak - should be standing up to Government	1
Think longer term - sports centres and libraries increase peoples wellbeing physically, mentally and socially -reduce demand on ASC services	1
Use the money for new premises to plug gap in public health and social care provision.	1
Where is the £18m for the Shirehall redevelopment within the Capital Programme?	1
Will the IT programme deliver?	1

## 3. Infographics

3.1. The following four infographics have been released via social media over the course of the consultation. They highlight in pictures the funding challenges the authority is facing.


## Government Grants



**£50m**  
cuts in the  
Revenue Support  
Grant since 2013

**an 80%**  
reduction

**2013/14 Revenue Support Grant – £67m**  
**2018/19 Revenue Support Grant – £13m**  
**2018/19 £4m extra in Council Tax increase**  
**But £50m cut in last five years!**



2018 Budget  
Consultation


## Ongoing challenges

Adult Social Care  
costs increasing  
**8% each**  
year

Our population  
is ageing almost  
**30%**  
above national average

This means costs  
are increasing by  
**£8-10m**  
every year\*


\*Council Tax rise limited to only £4 million extra for Adult Social Care  
Nationally an additional £3.5bn is needed over next 4 years for Adult Social Care



2018 Budget  
Consultation

## Use of Reserves

We'll use reserves up until 2020/21, by this time  
Fairer Funding Proposals\* will have been announced

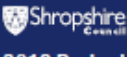


2020/21  
FAIRER  
FUNDING?

2019/20  
RESERVES


2018/19  
RESERVES

\*The Government's proposal for a new way to fund local government.




2018 Budget  
Consultation

## 2018/19 Council Tax rise



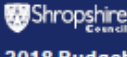
**Band B increase**  
£58.68 per year  
(£1.13 per week)



**Band D increase**  
£75.45 per year  
(£1.45 per week)

**5.99%** Precept  
increase creates  
**£6.717 million\***  
in extra council tax

\*From the extra money raised £4 million will be used for Adult Social Care BUT the increased cost is nearer £10m



2018 Budget  
Consultation

**Appendix 7 – Budget Book [TO FOLLOW]**

## Appendix 8 – Capital Programme

Scheme Description	Code	Project Manager	2018/19 Budget £	2019/20 Budget £	2020/21 Budget £	Further Details
<b>Place &amp; Enterprise</b>						
<b>Infrastructure &amp; Communities</b>						
<b>Waste Services</b>						
In Vessel Composting Facility	K6WMO	P Beard	325,000	0	0	
<b>Total</b>			<b>325,000</b>	<b>0</b>	<b>0</b>	
<b>Highways and Transport - LTP</b>						
Structural Maintenance of Bridges & Structures	KBG%	T Sneddon	1,500,000	0	0	
Structural Maintenance of Roads		S Brown	5,601,000	8,275,000	13,275,000	Awaiting Pothole Action Fund & Incentivisation 18/19
Street Lighting		J Hughes	800,000	0	0	
Local Transport Plan - Integrated Transport Plan		V Merrill	1,000,000	1,126,000	1,442,761	
<b>Total</b>			<b>8,901,000</b>	<b>9,401,000</b>	<b>14,717,761</b>	
<b>LEP Schemes</b>						
LEP Oxon Relief Road Project	KOX01	M Johnson	690,000	2,742,323	0	
LEP Shrewsbury Integrated Transport Package	KIT01	M Johnson	1,679,079	500,000	183,239	
<b>Total</b>			<b>2,369,079</b>	<b>3,242,323</b>	<b>183,239</b>	
<b>Flood Defences &amp; Water Management</b>						
Much Wenlock - Flood & Water Management	K6FW1	T Sneddon	135,000	0	0	
Shifnal - Flood & Water Management	K6FW4	T Sneddon	422,000	0	0	
Shropshire Slow the Flow Project	KEF01	T Sneddon	70,000	70,000	0	
<b>Total</b>			<b>627,000</b>	<b>70,000</b>	<b>0</b>	
<b>Environmental Maintenance - Depots</b>						
Depot Redevelopment	K6H03	S Brown	234,000	0	0	
<b>Total</b>			<b>234,000</b>	<b>0</b>	<b>0</b>	
<b>Environmental Maintenance - Car Parks</b>						
Parking Strategy - Car Park Machines	KEC03	z Mortimer	1,197,000	0	0	
<b>Total</b>			<b>1,197,000</b>	<b>0</b>	<b>0</b>	
<b>Visitor Economy</b>						
Music Hall Rfurbishment	KSHA9	S Law	25,650	0	0	
<b>Total</b>			<b>25,650</b>	<b>0</b>	<b>0</b>	
<b>Outdoor Partnerships</b>						
Nags Head Engine House	KBR08	J Howells	2,541	0	0	
<b>Total</b>			<b>2,541</b>	<b>0</b>	<b>0</b>	
<b>Total Infrastructure &amp; Communities</b>			<b>13,681,270</b>	<b>12,713,323</b>	<b>14,901,000</b>	
<b>Economic Development</b>						
<b>Physical Regeneration</b>						
Food Enterprise Centre	KER38	G Davies	28,489	0	0	
Flaxmill Project - Implementation	K6FM1	G Davies	0	1,000,000	0	
<b>Total</b>			<b>28,489</b>	<b>1,000,000</b>	<b>0</b>	
<b>Natural &amp; Historical Environment</b>						
Historic Environment Grants	K6HE1	A Cooper	33,682	0	0	
Old Rectory, Whitchurch Section 106	KBN01	A Cooper	207,699	0	0	
<b>Total</b>			<b>241,381</b>	<b>0</b>	<b>0</b>	
<b>Planning Policy - Affordable Housing</b>						
Affordable Housing - Rolling Fund	K6AHG	N Wood	200,346	0	0	
Shrewsbury Self Build Scheme	K6AHT	N Wood	266,898	0	0	
<b>Total</b>			<b>467,244</b>	<b>0</b>	<b>0</b>	
<b>Broadband Project</b>						
Broadband Project - Milestone 1	KB001	C Taylor	1,800,000	0	0	
Broadband Project - Phase 2 - Milestone 2	KB006	C Taylor	1,142,104	0	0	
Broadband Project - Phase 2 - Milestone 3	KB007	C Taylor	236,261	0	0	
Broadband Project - Phase 2b - Lot 1	KB008	C Taylor	4,367,000	3,508,000	500,000	
Broadband Project - Phase 2b - Lot 2	KB009	C Taylor	1,856,791	0	0	
<b>Total</b>			<b>9,402,156</b>	<b>3,508,000</b>	<b>500,000</b>	
<b>Total Economic Development</b>			<b>10,139,270</b>	<b>4,508,000</b>	<b>500,000</b>	
<b>Business Enterprise &amp; Commercial Services</b>						
<b>Corporate Landlord</b>						
The Tanney Development	KRP06	S Law	7,000,000	0	0	
<b>Total</b>			<b>7,000,000</b>	<b>0</b>	<b>0</b>	
<b>Small holdings</b>						
The Clamp - Smallholding refurbishment	KCS03	S Law	130,000	0	0	
<b>Total</b>			<b>130,000</b>	<b>0</b>	<b>0</b>	
<b>Gypsy Sites</b>						
Travellers Sites Unallocated Grant (Phase 1&2 HCA)	K6T00	J Taylor	55,858	0	0	
Boars Den Gypsy Transit Site	K6T06	J Taylor	145,000	0	0	
<b>Total</b>			<b>200,858</b>	<b>0</b>	<b>0</b>	
<b>Total Business Enterprise &amp; Commercial Services</b>			<b>7,330,858</b>	<b>0</b>	<b>0</b>	
<b>Total Place &amp; Enterprise</b>			<b>31,151,398</b>	<b>17,221,323</b>	<b>15,401,000</b>	

<b>Adult Services</b>						
<b>Social Care</b>						
Community Capacity Grant	KA000	A Begley	0	0	0	New Grant Allocation awaited
Four Rivers Bed Replacement & Fire Safety	KA034	A Begley	9,968	0	0	
<b>Total</b>			<b>9,968</b>	<b>0</b>	<b>0</b>	
<b>Housing Health &amp; Wellbeing</b>						
Disabled Facilities Grants	K5P03	L Fisher	0	0	0	New Grant Allocation awaited
HOLD Project	K5P04	L Fisher	1,500,000	0	0	
<b>Total</b>			<b>1,500,000</b>	<b>0</b>	<b>0</b>	
<b>Total Adult Services</b>			<b>1,509,968</b>	<b>0</b>	<b>0</b>	
<b>Public Health</b>						
<b>Private Sector Housing</b>						
Shropshire County Empty Property Incentive Grant	KPS01	K Collier	300,000	0	0	
<b>Total</b>			<b>300,000</b>	<b>0</b>	<b>0</b>	
<b>Total Public Health</b>			<b>300,000</b>	<b>0</b>	<b>0</b>	
<b>Resources &amp; Support</b>						
<b>Customer Involvement</b>						
ICT Digital Transformation - Unallocated	KIC00	M Leith	4,400,000	5000000	0	
ICT Digital Transformation - Social Care Project	KIC04	M Leith	500,000	0	0	
ICT Digital Transformation - Contact Centre Unified Comms	KIC05	M Leith	150,000	0	0	
ICT Digital Transformation - ERP	KIC06	M Leith	1,010,200	0	0	
<b>Total</b>			<b>6,060,200</b>	<b>5,000,000</b>	<b>0</b>	
<b>Total Resources &amp; Support</b>			<b>6,060,200</b>	<b>5,000,000</b>	<b>0</b>	
<b>Childrens Services</b>						
<b>Learning &amp; Skills</b>						
<b>Early Years</b>						
Early Years Unallocated	KLE00	N Ward	59,042	0	0	
<b>Total</b>			<b>59,042</b>	<b>0</b>	<b>0</b>	
<b>Basic Need</b>						
Basic Need Unallocated	KLB00	P Wilson	3,999,353	0	0	
Market Drayton Infant/Junior - Ste TBC	KLB05	P Wilson	350,000	0	0	
Sundorne Infants/Harlescott Junior - Site TBC	KLB07	P Wilson	350,000	0	0	
Market Drayton Primary	KLB08	P Wilson	350,000	0	0	
<b>Total</b>			<b>5,049,353</b>	<b>0</b>	<b>0</b>	
<b>Business Enterprise &amp; Commercial Services</b>						
<b>Corporate Landlord</b>						
The Tanney Development	KRP07	S Law	7,000,000	0	0	
<b>Total</b>			<b>7,000,000</b>	<b>0</b>	<b>0</b>	
<b>Small holdings</b>						
The Clamp - Smallholding refurbishment	KCS04	S Law	130,000	0	0	
<b>Total</b>			<b>130,000</b>	<b>0</b>	<b>0</b>	
<b>Gypsy Sites</b>						
Travellers Sites Unallocated Grant (Phase 1&2 HCA)	K6T12	J Taylor	234,142	0	0	
Boars Den Gypsy Transit Site	K6T18	J Taylor	323,284	0	0	
<b>Total</b>			<b>557,426</b>	<b>0</b>	<b>0</b>	
<b>Total Business Enterprise &amp; Commercial Services</b>			<b>7,687,426</b>	<b>0</b>	<b>0</b>	
<b>Total Place &amp; Enterprise</b>			<b>8,037,426</b>	<b>0</b>	<b>0</b>	
<b>Adult Services</b>						
<b>Social Care</b>						
Community Capacity Grant	KA068	A Begley	19,936	0	0	New Grant Allocation awaited
Four Rivers Bed Replacement & Fire Safety	KA102	A Begley	29,904	0	0	
<b>Total</b>			<b>49,840</b>	<b>0</b>	<b>0</b>	
<b>Housing Health &amp; Wellbeing</b>						
Disabled Facilities Grants	K5P05	L Fisher	3000000	0	0	New Grant Allocation awaited
HOLD Project	K5P06	L Fisher	4,500,000	0	0	
<b>Total</b>			<b>4,500,000</b>	<b>0</b>	<b>0</b>	
<b>Total Adult Services</b>			<b>4,549,840</b>	<b>0</b>	<b>0</b>	
<b>Public Health</b>						
<b>Private Sector Housing</b>						
Shropshire County Empty Property Incentive Grant	KPS02	K Collier	300,000	0	0	
<b>Total</b>			<b>300,000</b>	<b>0</b>	<b>0</b>	
<b>Total Public Health</b>			<b>300,000</b>	<b>0</b>	<b>0</b>	
<b>Resources &amp; Support</b>						
<b>Customer Involvement</b>						
ICT Digital Transformation - Unallocated	KIC00	M Leith	4,400,000	-2500000	0	
ICT Digital Transformation - Social Care Project	KIC04	M Leith	1,063,600	-4000000	0	
ICT Digital Transformation - Contact Centre Unified Comms	KIC05	M Leith	1,318,700	-5500000	0	
ICT Digital Transformation - ERP	KIC06	M Leith	1,573,800	-7000000	0	
<b>Total</b>			<b>8,356,100</b>	<b>-2,500,000</b>	<b>0</b>	
<b>Total Resources &amp; Support</b>			<b>8,356,100</b>	<b>-2,500,000</b>	<b>0</b>	

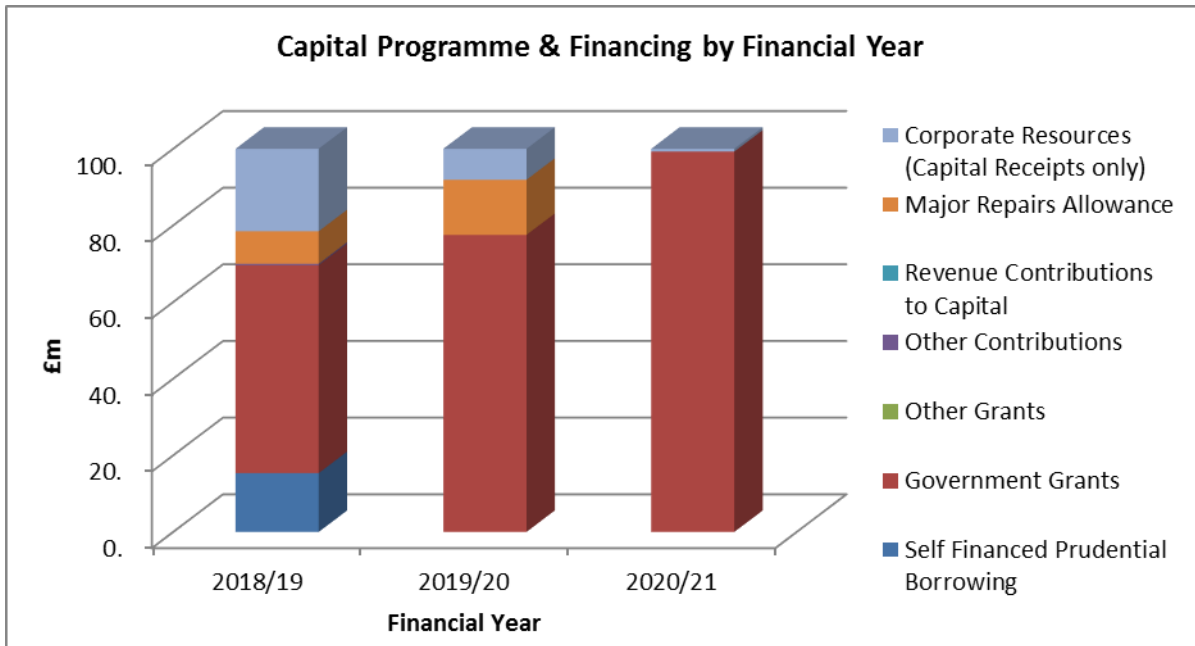
<b>Childrens Services</b>						
<b>Learning &amp; Skills</b>						
<b>Early Years</b>						
Early Years Unallocated	KLE01	N Ward	59,042	0	0	
<b>Total</b>			<b>59,042</b>	<b>0</b>	<b>0</b>	
<b>Fire Safety</b>						
Bomere Heath - New Fire Alarm	KLF31	P Wilson	27,250	0	0	
<b>Total</b>			<b>27,250</b>	<b>0</b>	<b>0</b>	
<b>Energy Efficiency</b>						
Bomere Heath - Boiler Replacement	KLG09	P Wilson	98,100	0	0	
Greenacres - Boiler & Controls	KLG10	P Wilson	70,850	0	0	
Lower Heath - Boiler & Controls	KLG11	P Wilson	21,800	0	0	
Meole Primary - Boiler & Controls	KLG12	P Wilson	32,700	0	0	
Bicton - Replace Boiler	KLG13	P Wilson	109,000	0	0	
St Laurence Ludlow - Boiler & Controls	KLG14	P Wilson	81,750	0	0	
Woodfield - Repipe Heating Phase 1	KLG15	P Wilson	54,500	0	0	
Woodlands Boiler & Controls	KLG16	P Wilson	98,100	0	0	
<b>Total</b>			<b>566,800</b>	<b>0</b>	<b>0</b>	
<b>Suitability</b>						
Norbury Primary- PPA Space	KLS12	P Wilson	76,300	0	0	
Hodnet - Secure Access	KLS14	P Wilson	155,205	0	0	
<b>Total</b>			<b>231,505</b>	<b>0</b>	<b>0</b>	
<b>Special Education Needs</b>						
Schools Access Initiative Unallocated	KLD00	P Wilson	49,050	0	0	
Special Provision Funds Allocation	KLD06	P Wilson	166,667	166,667	166,667	
<b>Total</b>			<b>215,717</b>	<b>166,667</b>	<b>166,667</b>	
<b>Devolved Formula Capital</b>						
			700,000	0	0	
<b>Total Learning &amp; Skills</b>			<b>13,849,667</b>	<b>166,667</b>	<b>166,667</b>	
<b>Total Children's Services</b>			<b>13,849,667</b>	<b>166,667</b>	<b>166,667</b>	
<b>Total General Fund Capital Programme</b>			<b>52,871,233</b>	<b>22,387,990</b>	<b>15,567,667</b>	
<b>Housing Revenue Account</b>						
<b>Major Repairs Programme</b>						
Housing Major Repairs Programme - Unallocated	KSP01	A Begley	4,888,800	3,760,950	0	
STaR Roofing	KSR05	A Begley	120,000	0	0	
<b>Total</b>			<b>5,008,800</b>	<b>3,760,950</b>	<b>0</b>	
<b>New Build Programme</b>						
Housing New Build Programme - Phase 3	KSNB3	A Begley	11,375	0	0	
Housing New Build Programme - Phase 4	KSNB4	A Begley	145,900	0	0	
<b>Total</b>			<b>157,275</b>	<b>0</b>	<b>0</b>	
<b>Total Housing Revenue Account</b>			<b>5,166,075</b>	<b>3,760,950</b>	<b>0</b>	
<b>Total Capital Programme</b>			<b>58,037,308</b>	<b>26,148,940</b>	<b>15,567,667</b>	
<b>Financing</b>						
<b>Self Financed Prudential Borrowing</b>			8,197,000	0	0	
<b>Government Grants</b>						
Department for Transport			14,901,000	14,901,000	14,901,000	
Department for Health - Better Care Fund			0	0	0	0 New Grant Allocation awaited
Department for Health - HOLD Grant			1,500,000	0	0	
Department for Education						
- Condition Capital Grant			2,500,000	0	0	Forecast Grant Offer
- Basic Need Capital Grant			1,354,815	0	0	
- Devolved Formula Capital			700,000	0	0	
- Special Provision Funds			166,667	166,667	166,667	
HCA - Travellers			55,858	0	0	
HCA - New Build			70,000	0	0	
BDUK - Broadband			5,091,201	1,892,605	269756	
Environment Agency			627,000	70,000	0	
Local Enterprise Partnership (LEP) Fund			2,002,759	3,242,087	115,956	
			<b>28,969,300</b>	<b>20,272,359</b>	<b>15,453,379</b>	
<b>Other Grants</b>						
Other Grants			2,541	0	0	
			<b>2,541</b>	<b>0</b>	<b>0</b>	
<b>Other Contributions</b>						
Section 106			207,699	0	0	
Community Infrastructure Levy (CIL)			0	0	0	
Other Contributions			0	0	0	
			<b>207,699</b>	<b>0</b>	<b>0</b>	
<b>Revenue Contributions to Capital</b>			<b>0</b>	<b>0</b>	<b>0</b>	
<b>Major Repairs Allowance</b>			<b>4,526,210</b>	<b>3760950</b>	<b>0</b>	
<b>Corporate Resources (expectation - Capital Receipts only)</b>			<b>11,495,058</b>	<b>2,115,631</b>	<b>114,288</b>	
<b>Total Confirmed Funding</b>			<b>53,397,808</b>	<b>26,148,940</b>	<b>15,567,667</b>	

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49

<b>Capital Programme 2018/19 - 2020/21</b>			
<b>Capital Budgets 2018/19 to 2020/21</b>			
<b>Service Area</b>	<b>2018/19 Budget £</b>	<b>2019/20 Budget £</b>	<b>2020/21 Budget £</b>
<b>General Fund</b>			
Adult Services	1,509,968	0	0
Childrens's Services	13,849,667	166,667	166,667
Place & Enterprise	31,151,398	17,221,323	15,401,000
Resources & Support	6,060,200	5,000,000	0
Public Health	300,000	0	0
<b>Total General Fund</b>	<b>52,871,233</b>	<b>22,387,990</b>	<b>15,567,667</b>
<b>Housing Revenue Account</b>	<b>5,166,075</b>	<b>3,760,950</b>	<b>0</b>
<b>Total Approved Budget</b>	<b>58,037,308</b>	<b>26,148,940</b>	<b>15,567,667</b>
<b>Capital Financing 2018/19 to 2020/21</b>			
<b>Service Area</b>	<b>2018/19 Budget £</b>	<b>2019/20 Budget £</b>	<b>2020/21 Budget £</b>
Self Financed Prudential Borrowing	8,197,000	0	0
Government Grants	28,969,300	20,272,359	15,453,379
Other Grants	2,541	0	0
Other Contributions	207,699	0	0
Revenue Contributions to Capital	0	0	0
Major Repairs Allowance	4,526,210	3,760,950	0
Corporate Resources (Capital Receipts only)	11,495,058	2,115,631	114,288
<b>Total Confirmed Funding</b>	<b>53,397,808</b>	<b>26,148,940</b>	<b>15,567,667</b>
<b>Service Area</b>	<b>2018/19 Budget £</b>	<b>2019/20 Budget £</b>	<b>2020/21 Budget £</b>
<b>Self Financed Prudential Borrowing</b>	<b>15.35</b>	<b>0.00</b>	<b>0.00</b>
<b>Government Grants</b>	<b>54.25</b>	<b>77.52</b>	<b>99.26</b>
<b>Other Grants</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Other Contributions</b>	<b>0.39</b>	<b>0.00</b>	<b>0.00</b>
<b>Revenue Contributions to Capital</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Major Repairs Allowance</b>	<b>8.47</b>	<b>14.38</b>	<b>0.00</b>
<b>Corporate Resources (Capital Receipts only)</b>	<b>21.53</b>	<b>8.09</b>	<b>0.73</b>
<b>Total Confirmed Funding</b>	<b>100</b>	<b>100</b>	<b>100</b>





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Committee and Date

Cabinet

14 February 2018

## **ROBUSTNESS OF ESTIMATES AND ADEQUACY OF RESERVES 2017-23**

**Responsible Officer** James Walton

Email: james.walton@shropshire.gov.uk

Telephone: (01743) 255011

### **1. Summary**

- 1.1. Under Section 25 of the Local Government Act 2003, the Authority's Chief Financial Officer is required to report on the robustness of the estimates made for the purposes of the budget calculations and the adequacy of the proposed reserves.

### **2. Recommendations**

Members are asked to:

- A Approve the recommended level of general balances to support the 2018/19 revenue budget at £17.081m, noting that the projected balance will be below this for 2018/19;
- B Note the projected recommended level of general reserves for the following four years at £18.830m in 2019/20, £18.879m in 2020/21, £31.518m in 2021/22 and £40.037m in 2022/23.
- C Note that further consideration will be made of the implications of figures contained within this report and should there be any material change required, this will be reported to Council on 22 February 2018.

### **3. Background**

- 3.1. Each year council considers a Statement of the Robustness of Estimates. Budget estimates are estimates of spending and income made at a point in time. This statement about the robustness of estimates cannot give a guaranteed assurance about the budget, but in an objective and systematic manner gives members reasonable assurances that the budget has been based on the best available information and assumptions.
- 3.2. In order to meet the requirements for the robustness of estimates a number of key processes were put into place, including:

- Review of expenditure and resources for the entire council for next five years to identify the underlying viability of the council's resource envelope when compared to cost.
  - Review of existing budgets and focus on key risk areas as part of the budget setting and budget monitoring process. For example, our key risk area in terms of budget size and volatility is Adult Services. During 2016/17, key personnel developed a growth model looking at the cost drivers for this service area. As a result we have a better understanding of the pressures in this area and have used this in the modelling of future costs. This has been successful for some time however, pressures in the 2017/18 monitoring are evident as growth starts to breach original assumptions. Breaches of a small percentage have a significant impact in terms of value. The model requires review to rebase assumptions.
  - Identification of the in-year and the full year impact of any variations compared to budget. This ensures that the underlying budget and any pressure can always be separately identified and arrangements to manage pressures (for example by the use of one-off resources) is undertaken in an open and transparent mechanism, approved by Cabinet.
  - The Financial Strategy and Budget Monitoring Reports are updated and reported to Cabinet on a quarterly basis. In this period of unprecedented uncertainty in terms of Local Government funding and spending pressures, the latest position is always reported transparently even though this position can change significantly from one reporting period to the next.
  - Separation of roles within the Finance Team in setting budget control totals, identifying budget requirement and inputting into the Finance System which is subject to review by Internal Audit as part of the Council's Internal Audit Plan.
  - Review by Finance Staff with Service Managers to understand the achievability, deliverability and timescales for all proposed service redesign.
  - Notwithstanding these arrangements, which are designed to test the budget throughout its various stages of development, considerable reliance is placed on Senior Managers having proper arrangements in place to identify issues, project demand data, performance information and to consider value for money and efficiency.
- 3.3. On an annual basis the Council also considers the level of reserves held, including the General Fund Balance, to assess whether they are adequate. There are two main approaches for deciding the optimum level of the general balances. One method is to set an arbitrary percentage of expenditure, however this generally has little reflection of the potential contingencies that the Council may need to draw on. An alternative, preferable, method is an approach based on a risk assessment of the budget.
- 3.4. This paper sets out the framework for a risk assessment approach. The issues the framework considers include strategic, operational and financial risks that the authority is facing. This includes, for example, changes in external funding or the council's ability to deliver savings; the effectiveness of budget monitoring to identify variances from spending plans and trigger timely remedial action; the availability of other funds to cover costs – for example, from an insurance policy, or from the government under

the Bellwin Scheme for emergency financial assistance; and the extent to which contingency is built into individual departmental budgets and the council's overall budget.

#### **4. Risk Assessment**

- 4.1. On an annual basis the Council will undertake a formal review of risks associated with the budget and Financial Strategy and identify balances at appropriate level compared to the risks. The development and introduction of this risk assessment is not intended to replace the Council's existing Risk Registers, rather that they should inform any revision of these Risk Registers.
- 4.2. The Risk Assessment is intended to form part of the onward budgetary control framework and used at budgetary control meetings with service area personnel and reviewed annually by the authority.
- 4.3. Throughout the budget process Members are able to challenge and assess the robustness of budgets and the achievability of savings, income and budget reductions. The key financial risks that remain are:
  - Changes to staffing arrangements through redundancy, restructure or remodelling of services or the overall Council Structure;
  - The delivery of service redesign proposals, savings and income targets and efficiency measures within the required timeframe;
  - Improvements in budgeting and/or associated IT systems, the implementation of which may throw up funding challenges;
  - The impact of changes on a national or regional basis that do not fall within the existing budget process; and
  - Lack of clarity from Central Government on the future funding levels and changes to Local Government powers and financing, plus increased uncertainty re: local resources, which inhibits the ability to calculate future budgets.
  - Inability to set a sustainable budget with the resources available, resulting in services not being delivered or a legal budget not being set from 2018/19 and beyond.
- 4.4. These assumptions and potential changing circumstances will require the forecasts for future years to be reviewed in each financial year leading to more detailed budgets being prepared for the next financial year and for the Financial Strategy. Impacts within year are reported to Members within the existing monitoring reports for both revenue and capital.

## 5. Robustness of Revenue Estimates

- 5.1. The 2018/19 budget process continues progress in improving the Council's budget preparation, most notably in the creation of a detailed growth model and the process of medium term forecasting due to information and trend data drawn from the monitoring of the budget and associated systems, reported as a minimum to Cabinet on a quarterly basis.
- 5.2. As part of developing the 2018/19 budget, Council Members have had the opportunity to review the available options, implications and impact on outcomes, and these are reflected in the proposed budget.
- 5.3. The development of the 5 year financial strategy is based on the assumption that services need to be delivered and funded through an appropriate level of resources over the next five years and this is demonstrated in the resources and expenditure projections given in Table 1 below. This includes assumptions around savings to be delivered as part of the Financial Strategy.

**Table 1: Gross Resources and Expenditure Projections**

	2018/19	2019/20	2020/21	2021/22	2022/23
	£'000	£'000	£'000	£'000	£'000
Projected Resources	561,950	563,016	554,714	564,770	574,572
Current Projected Expenditure	582,151	576,934	575,362	589,224	601,800
Funding Gap	20,201	13,918	20,648	24,455	27,228
Year on Year Gap		-6,283	6,730	3,806	2,773

- 5.4. Savings proposals have been identified for 2018/19 through to 2022/23. These have been based on raising income, innovation and cutting services. Some of the savings values, whilst achievable, are ambitious and so progress against these proposals will be monitored carefully to consider the impact on the budget strategy. Appendix 1 shows the factors taken into account in developing the draft budget.

## 6. Capital Budget

- 6.1. The agreed programme is fully funded within a 3 year timescale however this is heavily dependent on the Council generating significant levels of capital receipts. Projects have been costed at current year prices but may be subject to tender processes after inclusion in the programme which may lead to a variance in the final cost. In some areas, the design brief may not be finalised, again giving rise to potential price variance.

- 6.2. The risk of the Council being unable to fund variations outside of the programme is minimal mainly due to the phasing of projects. If necessary the Council can choose to freeze parts of the programme throughout the year to ensure spend is kept within the agreed budget.
- 6.3. There are two main risks associated with the Capital Programme.
- Firstly, the ability to deliver the capital programme within the agreed timescales. Slippage from 2017/18 is fully funded over the Financial Strategy period but this in itself will increase pressure on the Council to deliver the anticipated 2018/19 programme.
  - Secondly, the draft three year programme includes projects funded from anticipated capital receipts. In the current climate these receipts may be lower than anticipated or may not materialise in the expected timeframe which will have to be managed through a robust monitoring process.
- 6.4. The capital programme will be actively managed and reprofiled during the course of the financial year to reflect scheme delivery timescales and revisions to funding agreements for projects. At the end of the year, however, slippage within the programme normally occurs which had not previously been anticipated. This will be due to delays in delivery of schemes and the net of underspends and overspends against specific projects. As shown in Table 2 below, in 2016/17 there was slippage of £9.288m which represents 17% of the revised capital programme. Action has already been taken during the course of 2017/18 to reprofile budgets to future years to reflect latest data on project delivery.

**Table 2: Three Year Capital position (£000's)**

	2016/17	2017/18	2018/19
Capital Programme	+55,868	+66,058	+53,398
Reprofile Budgets	-1,436	+2,291	-
Revised Capital Programme	+54,432	+68,349	+53,398
Slippage	-9.288	-10,073	-
Actual Capital Programme	45.144	+58,276	+53,398

- 6.5. The capital programme includes a target for capital receipts to be delivered to ensure the programme is fully funded and removing the necessity for prudential borrowing to be undertaken to meet a funding gap. This target generally decreases during the course of the year to reflect the reprofiled budget, however the full capital receipt target will still be required to fully fund the capital programme.
- 6.6. Over the last 2 years (2016/17 and 2017/18) the level of capital receipts have been sufficient for a balance of capital receipts to be carried forward to offset any requirement for funding in the next financial year. This has been managed by natural slippage in the programme which has enabled other sources of funding to be used

initially. In 2018/19 the level of capital receipts required is £19.3m and a shortfall of £4.9m currently exists within receipt projections. There are currently £15.3m of further assets being considered for disposal which could address this shortfall. Whilst every effort will be made to bring this level of resources in to the Council, should there be a delay in the delivery schedule of capital receipts it is anticipated that this will again be controlled through natural and potentially managed slippage in the capital programme.

## **7. The Framework for the General Balance**

- 7.1 A Framework has been developed to identify areas of risk with an appropriate budget amount, an assessed level of risk (high, medium and low) and a percentage factor which will vary according to the level of risk. This process produces a value from which a risk assessed optimum level of general balance can be created.
- 7.2 There are six main areas that the General Fund Balance is required to cover and the individual risks within these areas have been considered. These risks are detailed, with explanatory text, in Appendix 1, while Appendix 2 provides a summary of the calculation for the general balance.
- 7.3 The risk based assessment of the General Fund Balance was examined in detail by a Task and Finish Group of the Performance Management Scrutiny Committee in 2016, to confirm that the method for calculating the indicative risk based General Fund Balance was a sound basis. It was agreed that this method does cover and appropriately measures the potential financial risks that the Council needs to provide for and so should continue to be used in future years.

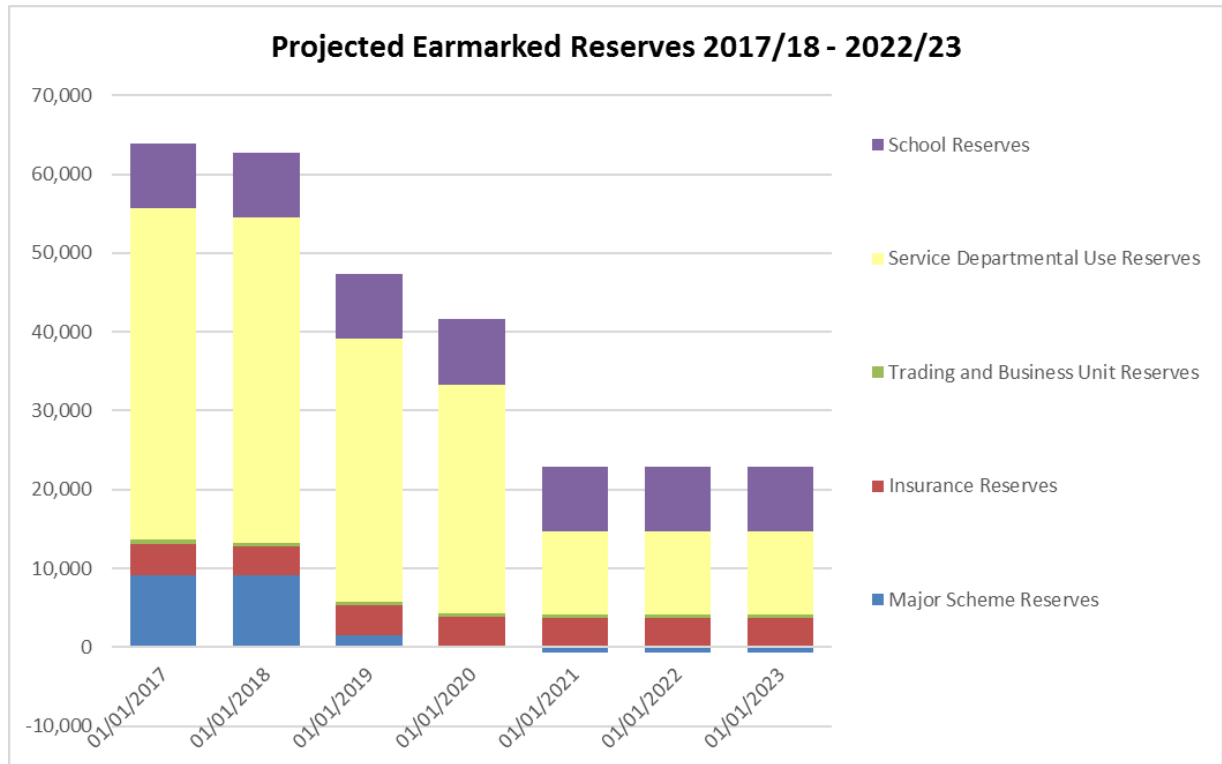
## **8. Review of Earmarked Reserves and Provisions**

- 8.1 A review of the earmarked balances held by the Council has also been performed to establish the purpose of the reserves and the likely timescale that these reserves will be utilised.
- 8.2 Earmarked reserves are created to meet known or predicted requirements in the future. There are 5 main categories of earmarked reserves that the Council holds:
- Sums set aside for major schemes, such as capital developments, or to fund major reorganisations
  - Insurance Reserves
  - Reserves of trading and business units
  - Reserves retained for service departmental use
  - School Balances
- 8.3 The Council held balances of £63.859m in earmarked reserves at 31 March 2017 which includes schools budget balances of £8.213m. During the course of 2017/18 it is anticipated that a net £1.119m will be drawn down from earmarked reserves to fund commitments during the year. Balances taken forwards include contributions of £24.556m to fund the known funding gap in 2018/19 and future years as agreed in the Financial Strategy paper to Cabinet in December 2016. A full breakdown of the



earmarked reserves is attached at Appendix 3 with details of the purpose of each reserve.

8.4 A projection has been made on the level of earmarked reserves that will be held over the next 5 years of the financial strategy based on likely timescales of when these balances will be used to fund known commitments, investment in service redesign and help to smooth the impact of savings proposals. Overall a reduction of 64% is anticipated in the earmarked reserves held with the most significant reduction coming within the Financial Strategy Reserve in the next three years, and this is shown in the graph below.



## 9. General Fund Balance

9.1 It is essential in setting a balanced budget that the Council has money available in the event of unexpected spending pressures. The “balances” need to reflect spending experience and risks to which the Council is exposed.

9.2 The revenue monitoring reports have provided members with an updated projection on the General Fund and the projected General Fund Balance is provided below:

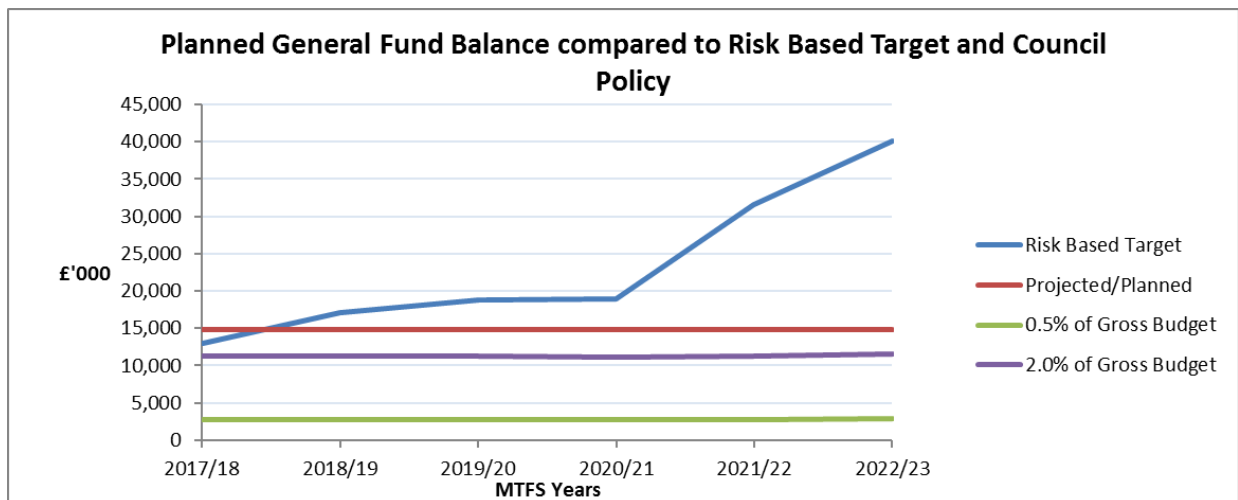
	£'000
General Fund balance as at 31 March 2017	14,827
Projected outturn (underspend)	59
<b>Projected balance as at 31 March 2018</b>	<b>14,886</b>

9.3 The Financial Strategy previously recognised that balances needed to be increased to the risk assessed level and additional base budget contributions were made over the previous 4 years to increase the balance to its current level. The budget no longer includes any base budget contribution and so the projected level as per the Financial Strategy is now expected to remain at £14.886m. The risk based calculation for the General Fund Balance is significantly higher than this value over the course of the 5 year Financial Strategy as shown below:

**Table 3: Comparison of Risk Based Calculation to Projected General Fund**

	2018/19 £000	2019/20 £000	2020/21 £000	2021/22 £000	2022/23 £000
Risk assessed level of General Fund Balance	17,081	18,830	18,879	31,518	40,037
Projected level of General Fund Balance as per Financial Strategy	14,886	14,886	14,886	14,886	14,886

9.4 The general reserve balance is below the risk assessed balance in 2018/19 and remains so in 2019/20 and beyond. The gap grows significantly in 2021/22 and again in 2022/23. This is reflective of the remaining funding gap in these years as set out in the Financial Strategy. Furthermore, there are a number of funding sources that have not yet been confirmed as part of the multi-year settlement that the Council has signed up to. Whilst it is anticipated that the Council will pursue savings and efficiencies or even increase council tax to help reduce this gap, there is a risk that a significant funding gap will still remain that may fall on the General Fund Balance. It should be noted that 2020/21 is the year that a new fair funding formula will be implemented. It is not known at this point whether this will be favourable or present the Council with a further funding pressure. In light of this combined additional risk the Council should consider planning for future contributions to the General Fund Balance in order to bring the balance in line with the risk based assessment.



9.5 It can be seen from the graph above that the projected and risk assessed balance is anticipated to be greater than the balance required as per the Council’s current policy of holding between 0.5% and 2% of the Gross Revenue Budget. This policy was adopted by the Council in order to provide a sufficient balance that would cover any potential liabilities, however as the financial position of local authorities has been affected by the uncertainty around Government funding reductions, this has led to the need to hold significantly higher balances than this policy provides for. It therefore seems appropriate that the Council’s policy for holding the General Fund Balance is reviewed and amended accordingly to reflect the more uncertain financial environment that the Council is faced with.

<b>List of Background Papers (This MUST be completed for all reports, but does not include items containing exempt or confidential information)</b>
<b>Cabinet Member (Portfolio Holder)</b> Peter Nutting - Leader
<b>Local Member</b> All
<b>Appendices</b> Appendix 1: Analysis of Budget Assumptions and Financial Risks, including the Council’s Financial Management Arrangements and Appropriate Mitigation Appendix 2: Risk Based Calculation of General Fund Balances Appendix 3: Earmarked Reserves

## Analysis of Budget Assumptions and Financial Risks, including the Council's Financial Management Arrangements and Appropriate Mitigation

Budget Assumption	Explanation of Risk	Financial Standing and Management and Mitigating Action
1. The treatment of inflation	<p>There are two key issues in relation to inflation.</p> <ul style="list-style-type: none"> <li>There may be some items of expenditure – fuel or energy costs for example - where any estimate of inflation is a 'best guess'. The risk assessment puts a figure to the higher level of inflation that would seem to be unreasonable to include in a budget, but might come to pass.</li> <li>Information is less accurate for years 2 onwards; the risk assessment covers the higher range.</li> </ul> <p>It is difficult to predict the direction that the wider economy will take and thus the level of inflation required.</p>	<p>Pay – 2% has been provided in the 2018/19 budget to reflect the pay award (pending) for staff with 1% thereafter. Funding has also been provided for increments due to be awarded for 2018/19 based on existing staffing levels.</p> <p>Pension contribution rates are at the increased rate of 14.8% introduced in 2017/18</p> <p>Price inflation has been provided on contractually or quasi-contractually committed budgets at the rate stated in the relevant agreement.</p>
2. Interest rates on borrowing and investment	<p>This issue here are similar to those in 1 above, but for a specific area.</p> <p>The Council's policy of generating capital receipts to prevent new borrowing, and allowing existing borrowing to mature has resulted in a reduction in available cash balances to invest. The level of interest rates on investments has also dropped to record lows resulting in reduced returns on cash balances. In the past it was possible for the Council to lend money and get a better interest rate than it was paying for borrowed money.</p> <p>The Council's borrowing has been undertaken at fixed rates of interest and so the level of interest payable is not considered as a risk to variable rates. However if borrowing should be required, there is a potential risk that any new borrowing may not be secured at similar interest rates to those currently budgeted for.</p>	<p>Interest receivable budgets have been set based on 0.6% interest receivable. These range from investments for 12 months gaining 0.61% to short term call accounts which gain between 0.05% and 0.4%.</p> <p>The average interest rate of the total debt portfolio (excl. HRA) is calculated at 5.1% for 2018/19 and this is used for all borrowing costs.</p>
3. Estimates of the level and timing of capital receipts.	<p>The Council has developed an asset management strategy and has a policy of reducing borrowing costs around the capital programme where possible. Therefore the capital programme is dependent on the delivery of capital receipts. The planned receipts estimated to the Council are made more difficult due to reducing market values and problems for potential procurers in obtaining finance.</p>	<p>Capital receipts are monitored monthly in the capital monitoring report and are RAG rated in terms of their anticipated delivery against target.</p>

Budget Assumption	Explanation of Risk	Financial Standing and Management and Mitigating Action
<p>4. The treatment of demand led pressures</p>	<p>There are long standing areas of risk due to volatility, where we budget for demographic changes in future years, but might find the actual is at the higher end resulting in a shortfall, particularly in the short term.</p> <p>Two areas specifically affected by demography are adult social care and children's social care, where we have seen significant budget pressures due to increasing numbers of clients receiving care packages.</p>	<p>Managers review their base budgets including demand led pressures. Services are expected to put forward management and policy actions to manage the additional demand within the relevant legislation either within the relevant budget or reprioritising within their Service budgets. If this is not possible and under-spending management action or policy actions in other Services are not sufficient to cover the additional demand, then reserves may have to be used to address the additional expenditure temporarily.</p> <p>Such an eventuality has been considered in future years' budgets and it is assumed that general fund reserves are restored to an appropriate prudent level over the course of the Financial Strategy.</p> <p>The 2018/19 budget has been based upon specific demand levels identified during budget monitoring in 2016/17 and early 2017/18 and projections made by Heads of Service of demand levels in future years. In adults the growth model is relied upon.</p>
<p>5. The treatment of efficiency savings</p>	<p>The budget includes improvement programmes that will deliver savings; the risk is that they may be delivered at a slower rate.</p> <p>This includes total savings targets of £43m over the next five years projected in the Financial Strategy which will have risks involved in terms of delivery, and also from delays in delivery. It should also be noted that from year three of the Financial Strategy the Council has a funding gap of £0.2m which rises to £25.8m will require compensatory savings to be identified. The savings whilst achievable are ambitious and this should be reflected in the risk factor applied.</p>	<p>All Managers have a responsibility to ensure the efficient delivery of services and when efficiency savings are proposed that those savings are both realistic in terms of the level of savings and timing.</p> <p>Should the level and timing of such savings vary due to unforeseen events and under-spending, management action or policy actions within the relevant Service Area and corporately will be implemented where appropriate. Alternatively the General Fund Balance will be utilised as a temporary funding mechanism until the full savings are achieved.</p> <p>If the funding gap remains unresolved by future savings plans the council will need to consider making further efficiencies and/or potentially increasing council tax.</p>

Budget Assumption	Explanation of Risk	Financial Standing and Management and Mitigating Action
<p>6. The financial risks inherent in any significant new funding partnerships, major outsourcing deals or major capital developments</p>	<p>The Council may decide to establish separate delivery vehicles in order to improve service delivery in the future. Full business cases are required for any services being considered for transfer to an alternative service vehicle.</p>	<p>The sharing of risk is in accordance with the principle of the risks being borne by the party best placed to manage that risk. Inherent risks include any guarantee or variation of service throughput (service volumes). If risks materialise the expectation is that such an eventuality will be considered in future years' budgets.</p> <p>Business cases for any new delivery vehicles will fully investigate any financial risks that the Council may face in the future and the Financial Strategy updated accordingly.</p>
<p>7. The availability of other funds to deal with major contingencies</p>	<p>Were a disaster to occur, we have to have a reserve in place to pick up costs that will fall to the Council.</p> <p>The impact of flooding within the Council area based on present experience is that it is limited to localised pockets.</p> <p>The geographical area covered by the Council has resulted in budget pressures in some years due to extreme weather conditions and additional costs such as snow clearance. Changes to the base budget provision has been made in previous years to help mitigate this, but overspends in previous years have, at times, been in excess of this growth level. In more recent years it has not been necessary to utilise all available funding, but a risk remains.</p> <p>Other disasters such as those relating to ICT could occur on a one off basis.</p>	<p>The level of reserves assumes that management and policy actions will be taken to address major contingencies. Should these be insufficient, the general fund balance may have to be used.</p> <p>An earmarked reserve has been established for Severe Weather however any pressure not covered by this reserve would need to be funded from the general fund balance. A risk based approach in calculating the general fund balance takes into consideration the types of incidents and costs associated and this is reviewed annually.</p> <p>The Council's insurance arrangements are a balance between external insurance premiums and internal funds to "self-insure" some areas. Premiums and self-funds are reactive to external perceptions of the risks faced by the Council which includes both risks that are generic to all organisations and those specific to the authority. Therefore the values of Insurance Reserves are reviewed each year to ensure that the optimum balance is held based on the level of outstanding liabilities.</p> <p>Any major incident or emergency may result in significant costs to the Council. Depending on the incident concerned, the Council may be able to recover such costs through the Bellwin Scheme however the Council would need to cover any expenditure up to the agreed threshold level. This level is fully included within the Council's general fund balance.</p>
<p>8. Impact on council funding of announcements of</p>	<p>Council funding is always subject to change, especially in the current economic climate. However the Financial Strategy</p>	<p>The major risk factor included is in relation to the Housing Benefits grants which the Council receives. Changes are planned for</p>

Budget Assumption	Explanation of Risk	Financial Standing and Management and Mitigating Action																								
national changes	takes account of projected changes in the Revenue Support Grant and specific government grants.	welfare benefits which may increase the Council's exposure to costs over and above the grant that is received. This has been factored into the General Fund risk based calculation.																								
9. The overall financial standing of the authority (level of, debt outstanding, council tax collection rates etc.)	<p>Changes may mean doing things in a way for which we have no ready evidence and any assumptions made may be wrong. Additionally, the areas of change will alter over time.</p> <p>An allowance for budget pressures has been built in to accommodate any corrective action that needs to be taken if the assumptions about changes in service delivery should change.</p> <p>In the current economic downturn the risk of collecting all income due to the Council is enhanced, which includes all sundry debt, and charges relating to Council Tax and Business Rates. Any such pressure identified should be evaluated and provided for.</p> <p>Income from fees and charges is also vulnerable to change based on the current economic climate. This is likely to continue and is adjusted for within the Financial Strategy, but is subject to short term negative variations from year to year.</p>	<p>The level of aged debt within the sundry debtors figure is monitored reported to management regularly so that the appropriate action may be taken. Bad debt provisions are maintained to protect the budget against any such pressures, but should these not be sufficient, the general fund would be used.</p> <p>The assumed Council Tax collection rate for 2018/19 onwards is 97.8% and is judged to be achievable based on previous experience. Legislation states that any Collection Fund surplus/deficit be corrected through the Council Tax in the next year. The surplus is distributed in 2018/19.</p> <p>An income review is produced for Cabinet covering income from fees and charges. This review considers the level of income as monitored in the quarterly revenue monitors to Cabinet, and considers the impact of increases in charges, or the freezing of charges on the 2018/19 budget.</p>																								
10. The authority's track record in budget and financial management.	<p>Any overspend realised in a financial year would result in the use of the general fund balance. The Council has identified that general fund balances need to be in place in order to protect the Council against specific financial risks, and so any general overspend due to weaknesses in budget management, undermine any planned action being taken on the General Fund Balance.</p> <p>Financial management needs to be considered across all service areas of the Council. If a particular service area is unable to manage a particular overspend pressure, this may present a need to use general fund balance in the current financial year. Also this may have implications on future level of balances if no action is taken to reduce the spending pressure for the service area in future years or offset by compensating savings.</p>	<p>The Council's recent track record in budget and financial management 2012 to 2018 shows potential variations from a £0.3m overspend to a £2.8m underspend (a range of £3m).</p> <table border="1" data-bbox="1003 1360 1479 1787"> <thead> <tr> <th>Financial Year</th> <th>(£'000)</th> <th>Underspend/ Overspend</th> </tr> </thead> <tbody> <tr> <td>2012/13</td> <td>284</td> <td>Over</td> </tr> <tr> <td>2013/14</td> <td>(390)</td> <td>Under</td> </tr> <tr> <td>2014/15</td> <td>(300)</td> <td>Under</td> </tr> <tr> <td>2015/16</td> <td>(2,816)</td> <td>Under</td> </tr> <tr> <td>2016/17</td> <td>(894)</td> <td>Under</td> </tr> <tr> <td>2017/18*</td> <td>(59)</td> <td>Under</td> </tr> <tr> <td>Total 2012 to 2018</td> <td></td> <td>Under</td> </tr> </tbody> </table> <p>* As projected at Quarter 3 monitoring This has been achieved by careful</p>	Financial Year	(£'000)	Underspend/ Overspend	2012/13	284	Over	2013/14	(390)	Under	2014/15	(300)	Under	2015/16	(2,816)	Under	2016/17	(894)	Under	2017/18*	(59)	Under	Total 2012 to 2018		Under
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Budget Assumption	Explanation of Risk	Financial Standing and Management and Mitigating Action
		<p>management and policy actions to ensure spending is in line with the budget each year.</p> <p>Ultimately, financial performance relies on all budget holders actively managing their budgets and complying with financial rules, including not committing expenditure if there is no budget provision available.</p> <p>The most recent three years outturn (estimated outturn for 2017/18) position suggests that variances are underspends.</p> <p>The authority needs to continually improve its ability to manage in-year budget pressures. The following steps are already in place:</p> <ul style="list-style-type: none"> <li>• Accuracy of projections has improved over the year, but further work is required, particularly in light of redesign work being undertaken.</li> <li>• The monitoring system continues to be improved in terms of accuracy, the frequency of reporting and the challenge process.</li> </ul> <p>Collaborative Planning budget monitoring tool is now used within the Council to improve the financial information provided and the consistency of financial reports produced.</p> <p>The Council's virement and carry forward rules are clear and detailed in the Constitution.</p>



Risk Based Calculation of General Fund Balances

Calculation of Risk Assessed General Fund Balance

2017/18					2018/19			2019/20			2020/21			2021/22			2022/23		
Budget/ Value £000	Risk Level	Risk Assessed General Fund £000	Budget Assumption	Area of Risk	Budget/ Value £000	Risk Level	Risk Assessed General Fund £000	Budget/ Value £000	Risk Level	Risk Assessed General Fund £000	Budget/ Value £000	Risk Level	Risk Assessed General Fund £000	Budget/ Value £000	Risk Level	Risk Assessed General Fund £000	Budget/ Value £000	Risk Level	Risk Assessed General Fund £000
<b>Treatment of inflation and interest rates</b>																			
98,095	0.25%	245	Inflation	Salaries	95,677	0.25%	239	92,811	0.25%	232	92,809	0.25%	232	92,807	0.25%	232	92,805	0.25%	232
23,870	2.00%	477		Premises	23,281	2.00%	466	22,584	2.00%	452	22,583	2.00%	452	22,583	2.00%	452	22,582	2.00%	452
29,584	1.00%	296		Transport	28,855	1.00%	289	27,990	1.00%	280	27,990	1.00%	280	27,989	1.00%	280	27,989	1.00%	280
69,165	0.25%	173		Supplies & Services	67,461	0.25%	169	65,440	0.25%	164	65,438	0.25%	164	65,437	0.25%	164	65,436	0.25%	164
165,998	0.25%	415		Third Party Payments	161,906	0.25%	405	157,056	0.25%	393	157,053	0.25%	393	157,050	0.25%	393	157,047	0.25%	393
71,746	0.25%	179		Transfer Payments	69,978	0.25%	175	67,881	0.25%	170	67,880	0.25%	170	67,879	0.25%	170	67,877	0.25%	170
<b>1,786</b>			<b>Total Inflation</b>		<b>1,742</b>			<b>1,690</b>			<b>1,690</b>			<b>1,689</b>			<b>1,689</b>		
<b>Interest rates</b>																			
268,397	0.00%	0	Interest rates	Existing Borrowing	262,397	0.00%	0	258,397	0.00%	0	254,397	0.00%	0	242,397	0.00%	0	242,397	0.00%	0
0	0.00%	0		New Borrowing	0	0.00%	0	0	3.10%	0	0	3.10%	0	0	3.10%	0	0	3.10%	0
6,400	1.00%	64		PWLB	6,000	1.00%	60	4,000	1.00%	40	4,000	1.00%	40	12,000	1.00%	120	0	1.00%	0
152,233	0.50%	761		Investment	152,233	0.50%	761	152,233	0.50%	761	152,233	0.50%	761	152,233	0.50%	761	152,233	0.50%	761
<b>825</b>			<b>Total Interest Rates</b>		<b>821</b>			<b>801</b>			<b>801</b>			<b>881</b>			<b>761</b>		
<b>Level and timing of capital receipts</b>																			
-18,414	0.00%	0		Land Sales	4,903	0.00%	0	5,030	5.00%	252	114	5.00%	6	0	5.00%	0	0	5.00%	0
13,342	0.00%	0		Required for new Powers to use for Revenue	13,342	0.00%	0	13,342	3.10%	414	13,342	3.10%	414	13,342	3.10%	414	13,342	3.10%	414
<b>0</b>			<b>Total Capital Receipts</b>		<b>0</b>			<b>665</b>			<b>419</b>			<b>414</b>			<b>414</b>		
<b>Treatment of demand led pressures</b>																			
135,219	0.00%	0	Demand Led Pressures	Adult Social Care	136,450	1.00%	1,364	137,692	1.00%	1,377	138,945	1.00%	1,389	140,209	1.00%	1,402	141,485	1.00%	1,415
15,478	5.00%	774		Childrens Social Care	15,958	2.00%	319	16,452	2.00%	329	16,961	2.00%	339	17,486	2.00%	350	18,028	2.00%	361
<b>774</b>			<b>Total Demand Led Pressures</b>		<b>1,684</b>			<b>1,706</b>			<b>1,729</b>			<b>1,752</b>			<b>1,775</b>		
<b>Treatment of planned efficiency savings/productivity gains</b>																			
15,026	15.72%	2,363	Efficiency Savings	17/18 non achievement of savings	15,026	0.00%	0	15,026	0.00%	0	15,026	0.00%	0	15,026	0.00%	0	15,026	0.00%	0
15,026	1.67%	251		17/18 slippage of savings	15,026	0.00%	0	15,026	0.00%	0	15,026	0.00%	0	15,026	0.00%	0	15,026	0.00%	0
				18/19 non achievement of savings	15,804	25.00%	3,951	15,804	0.00%	0	15,804	0.00%	0	15,804	0.00%	0	15,804	0.00%	0
				18/19 slippage of savings	15,804	5.00%	790	15,804	0.00%	0	15,804	0.00%	0	15,804	0.00%	0	15,804	0.00%	0
				19/20 non achievement of savings				19,207	25.00%	4,802	19,207	0.00%	0	19,207	0.00%	0	19,207	0.00%	0
				19/20 slippage of savings				19,207	5.00%	960	19,207	0.00%	0	19,207	0.00%	0	19,207	0.00%	0
				20/21 non achievement of savings							0	0.00%	0	0	0.00%	0	0	0.00%	0
				20/21 slippage of savings							0	0.00%	0	0	0.00%	0	0	0.00%	0
				20/21 funding gap requiring savings							188	50.00%	94	188	0.00%	0	188	0.00%	0
				21/22 non achievement of savings										3,850	25.00%	963	3,850	0.00%	0
				21/22 slippage of savings										3,850	5.00%	193	3,850	0.00%	0
				21/22 funding gap requiring savings										22,194	50.00%	11,097	22,194	0.00%	0
				22/23 non achievement of savings													4,469	25.00%	1,117
				22/23 slippage of savings													4,469	5.00%	223
				21223 funding gap requiring savings													25,849	50.00%	12,924
<b>2,614</b>			<b>Total Efficiency Savings</b>		<b>4,741</b>			<b>5,762</b>			<b>94</b>			<b>12,252</b>			<b>14,265</b>		

Page 71

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<b>Availability of reserves, government grants and other funds to deal with major contingencies and the adequacy of provisions</b>																
3,547	24.00%	851	Insurance and	Provision	3,547	24.00%	851	3,547	24.00%	851	3,547	24.00%	851	3,547	24.00%	851
3,901	24.00%	936	Emergency	Reserve	3,901	24.00%	936	3,901	24.00%	936	3,901	24.00%	936	3,901	24.00%	936
500	Quantum	500	Planning	ICT Disaster	500	Quantum	500	500	Quantum	500	500	Quantum	500	500	Quantum	500
500	Quantum	500		Other Incident	500	Quantum	500	500	Quantum	500	500	Quantum	500	500	Quantum	500
433	Quantum	433		Bellwin	433	Quantum	433	433	Quantum	433	433	Quantum	433	433	Quantum	433
1,923	20.00%	385		Severe Weather	1,923	20.00%	385	1,923	20.00%	385	1,923	20.00%	385	1,923	20.00%	385
<b>3,605</b>			<b>Total Insurance and Emergency Planning</b>		<b>3,605</b>			<b>3,605</b>			<b>3,605</b>			<b>3,605</b>		
14,717	0.00%	0		Other Government Settlement Changes	18,936	5.00%	947	20,612	5.00%	1,031	6,910	100.00%	6,910	7,239	100.00%	7,239
67,258	0.25%	168		Housing Benefits	67,100	0.25%	168	67,100	0.25%	168	67,100	0.25%	168	67,100	0.25%	168
761	50.00%	380		Academy School transfer leaving deficit budget	761	50.00%	380	761	50.00%	380	761	50.00%	380	761	50.00%	380
<b>548</b>			<b>Total Funding Changes</b>		<b>1,495</b>			<b>1,579</b>			<b>7,458</b>			<b>7,787</b>		
<b>General Financial Climate</b>																
1,485	5.00%	74	General Financial	Debt Collection	1,485	10.00%	148	1,485	10.00%	148	1,485	10.00%	148	1,485	10.00%	148
134,221	0.50%	671	Climate	Council Tax	145,638	0.50%	728	152,618	0.50%	763	161,485	0.50%	807	170,867	0.50%	854
41,621	1.00%	416		Business Rates	40,310	1.00%	403	41,039	1.00%	410	41,781	1.00%	418	42,536	1.00%	425
34,045	2.00%	681		Discretionary Income	34,159	2.00%	683	34,159	2.00%	683	34,159	2.00%	683	34,159	2.00%	683
<b>1,842</b>			<b>Total General Financial Climate</b>		<b>1,963</b>			<b>2,005</b>			<b>2,057</b>			<b>2,111</b>		
204,527	0.50%	1,023	<b>Additional Budget Pressures</b>		206,073	0.50%	1,030	203,377	0.50%	1,017	205,289	0.50%	1,026	205,289	0.50%	1,026
<b>13,017</b>			<b>TOTAL RISK ASSESSED GENERAL FUND</b>		<b>17,081</b>			<b>18,830</b>			<b>18,879</b>			<b>31,518</b>		

## APPENDIX 3 Earmarked Reserves

Reserves	2017/18		
	Balance Brought Forward (£'000)	Anticipated Movement (£'000)	Balance Carried Forward (£'000)
<b>Sums set aside for major schemes, such as capital developments, or to fund major reorganisations</b>			
Redundancy	0	0	0
Revenue Commitments for Future Capital Expenditure	3,889	169	4,058
Development Reserve	1,740	-248	1,492
Invest to save Reserve	3,342	-6	3,336
University	197	0	197
	<b>9,168</b>	<b>-85</b>	<b>9,083</b>
<b>Insurance Reserves</b>			
Fire Liability	2,786	0	2,786
Motor Insurance	1,064	-143	922
	<b>3,850</b>	<b>-143</b>	<b>3,707</b>
<b>Reserves of trading and business units</b>			
Shire Catering and Cleaning Efficiency	635	-148	486
	<b>635</b>	<b>-148</b>	<b>486</b>
<b>Reserves retained for service departmental use</b>			
Building Control	76	-76	0
Care Act Reserve	284	-20	265
Economic Development Workshops Major Maintenance	160	20	180
External Fund Reserve	489	17	506
Financial Strategy Reserve	28,601	1,067	29,668
Highways Development & Innovation Fund	517	-473	44
Major Planning Inquiries	0	0	0
New Homes Bonus	4,788	-222	4,566
Planning Reserve	0	0	0
Public Health Reserve	1,073	74	1,147
Repairs & Maintenance Reserve	1,461	-614	847
Resources Efficiency	740	-14	726
Revenue Commitments from Unringfenced Revenue Grants	1,348	-265	1,082
Severe Weather	2,155	-170	1,985
Shropshire Waste Partnership (Smoothing)	0	0	0
Theatre Severn R&M	0	0	0
TMO Vehicle Replacement	300	-66	234
	<b>41,917</b>	<b>-667</b>	<b>41,250</b>
<b>School Balances</b>			
Balances held by schools under a scheme of delegation	6,280	0	6,280
Education – Staff Sickness Insurance	0	0	0
Education – Theft Insurance	68	0	68
Schools Building Maintenance Insurance	1,866	0	1,866
	<b>8,213</b>	<b>0</b>	<b>8,213</b>
<b>Total Reserves</b>	<b>63,859</b>	<b>-1,119</b>	<b>62,740</b>

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## Committee and Date

Cabinet  
14 02 2018

Council  
22 02 2018

## FEES AND CHARGES 2018/19

**Responsible Officer** James Walton

e-mail: James.walton@shropshire.gov.uk

Tel: (01743) 258915

### 1. Summary

- 1.1 The need to generate funds locally, at the point of service delivery rather than from local or national taxation, has been a trend encouraged by Central Government for a number of years. This has been demonstrated by a continued reduction in Revenue Support Grant which in 2013/14 stood at over £67m and by 2018/19 will have fallen to £13m. The Financial Strategy identifies four key pillars to help deliver a sustainable budget in the medium term, including the need to innovate and to raise income. The Council is able to raise income from a number of sources and this report identifies the areas for charging and includes details of the individual fees and charges proposed.

The Council has a revised gross budget of £562.592m for 2017/18 and a proposed gross budget of £561.950m for 2018/19 which is funded by Council Tax, Localised Business Rates, Revenue Support and Top up Grant, Other Specific Grants and Contributions and Fees and Charges. Fees and Charges contribute significantly to the Council's ability to provide a diverse range of services.

As the government continues to reduce central funding so the reliance on local resources increases. The Council provides a diverse range of services and it is important that it is clear on how the services it provides are funded. This will allow it to not only set fair charges for users when it is appropriate to do so but also to make a clear case for additional funding where the cost of key statutory services cannot be met by locally raised taxes. For non-priority services, there will be a need to cover the full cost of the service by charges if the service is to continue in the longer term. This in turn will allow the Council to allocate a reducing net budget to priority services which the Council has a duty to provide.

This report recommends the level of fees and charges to be applied in 2018/19 and a full schedule of 2018/19 charges is contained in Appendix 3.

The report also recommends the approach to be followed to calculate rent levels for the Council's retained housing stock for the 2018/19 financial year. Over recent years the Government's policy regarding the level of rent for social housing has been subject to significant changes, the most recent being those introduced by the Welfare Reform and Work Act 2016. This Act imposed the requirement for social housing rent to be cut by 1% each April for 4 years commencing in April 2016. The rent level for the 2018/19 financial year will be the third year of this policy and as such rent will be subject to a 1% reduction

from April 2018. Service charges and rent for Shared Ownership homes are not bound by this requirement.

## 2. Recommendations

It is recommended that Members:-

- 2.1 Note the breakdown of the total income for 2017/18 and 2018/19 and in particular that the proposed 2018/19 charges for discretionary services represent only £34.159m of the £72.337m of income derived from Fees and Charges.
- 2.2 Approve the charges for 2018/19 as detailed in Appendix 3 to be implemented 1 April 2018, recognising that managers have proposed varying policies for 2018/19.
- 2.3 Note that as previously agreed, any changes to fees and charges proposed by Shropshire Community Leisure Trust Ltd. in relation to the outsourced leisure facilities will only be referred to cabinet and council for approval if the proposed increases exceed Consumer Price Index (CPI) for the preceding November.
- 2.4 Subject to restrictions or exemptions identified in the Welfare Reform and Work Bill it is recommended to Council that
  - I. Social Housing rents for 2018/19 are reduced by 1% from 1<sup>st</sup> April 2018.
  - II. Affordable rents for 2018/19 are reduced by 1% from 1st April 2018.
  - III. Shared Ownership rents continue to be set at 2.75% of the outstanding capital value of the home at the time of sale and thereafter increased each April by the greater of the preceding September Consumer Price Index plus 1% or 1%.
  - IV. Service charges continue to be set on the basis of actual cost.

## REPORT

### 3. Risk Assessment and Opportunities Appraisal

- 3.1 Income is a key part of the Council's financial strategy. The identification of additional income across the Council provides opportunities to remove the Council's reliance on other forms of funding, some of which we are unable to control. The key risks associated with income generation relate to the potential for under-recovery through a number of factors such as elasticity of demand, changing economic circumstances and emergence of competition. Growth in the reliance of income from fees and charges heightens this risk. Consideration of new charges will take into account the requirements of the Human Rights Act, any necessary environmental appraisals, the need for Equalities Impact Needs Assessments and in some cases any necessary service user feedback.

#### **4. Financial Implications**

4.1 The Council's proposed 2018/19 gross revenue budget includes £353.182m of income. The majority of this income is specific grants and the amount to be received in the year is generally known and fixed within a year. The balance, which for the Council is £103.680m, can vary significantly and requires careful management and monitoring throughout the year. Variations in income can significantly affect the Council's financial position. By detailed consideration of income streams and factors which affect the levels of income the Council receives, the risk of significant budget variations caused by a shortfall in income levels will be reduced.

#### **5. Background**

5.1 The financial landscape for local authorities continues to be very challenging as we look towards 2018/19. Having already delivered £15.026m savings to the end of 2017/18 the Council has identified savings of £15.541m and funding from one-off sources of £20.201m in 2018/19. To meet the challenges of reduced government funding and additional service pressures the Council needs to continue to explore all options to reduce net expenditure, by both reducing gross expenditure and/or increasing income.

5.2 The Council has the power to charge for some services under various legislation dating back many years e.g. 1949 Prevention of Damage by Pests Act. The Local Government Act 2003 provides clarity over charging powers and is clear that a local authority can charge for discretionary services on the basis of recovering the full costs of providing the service but that it should not make a profit year on year. The same Act also covers local authority's power to trade whereby a profit/surplus can be made as long as trading is carried out through a company. This report concentrates on charging for discretionary services. A key point is that charges should be set at the right level to balance the subsidy between service user and taxpayer.

5.3 The current Financial Strategy does not specifically identify additional income from fees and charges in future years in all cases. The key focus for the Financial Strategy is reflecting the Council's move towards becoming a more commercial organisation, with savings proposals built around innovation and raising income. Some proposals identified within the Financial Strategy may include a combination of increased efficiency and increased income generation. The Financial Strategy details projected funding for the Council over the next 5 years, which will not be sufficient to enable it to deliver a balanced budget. To enable services to continue to be delivered in the medium to long term both alternative delivery mechanisms and revised charging strategies will need to be explored. Increases in charges may deliver savings, but instead may only be an approach to offset existing service pressures. An increase in individual fees and charges does not necessarily create additional funding beyond the current approved budget and it is important not to "double count" any potential savings from increased income. As savings are implemented budgets will need fine tuning and adjustments will be required to both expenditure and income headings.

5.4 As central government funding continues to reduce, the Council is striving to become more commercial and generate income from fees and charges. Services within the Council are reviewing whether they can sell their existing services to external clients and identify new services they can provide. Examples of these within Place & Enterprise

include the introduction of direct debits in Leisure Services which will make paying for swimming lessons easier for customers and an exciting new initiative within Libraries Services, Fab Reads. A simplified charge for the time of staff within the Building Control Team and search and copy fees have been introduced, also the Natural Environment Team have reviewed fees for Tree Preservation Orders. Within Highways & Transport there is a new fee structure in place for Section 184 vehicular access charges due to a review in demand for services. The development of a new car parking strategy has seen the introduction of new bands of charges across the county for parking which will have a phased implementation in 2018/19. Occupational Health Services have expanded their service offer to include the provision of Physiotherapy services, NOSS, and Skin Assessments following the identification of service demand. Charges for delivery of the Hepatitis B vaccine service have been reviewed, and an appropriate charge put in place to ensure all costs are recovered.

## 6. 2018/19 Income Budgets

6.1 The Council's proposed gross revenue budget for 2018/19 is £561.950m. This budget is part funded by government grants and other income such as fees and charges to give the Council's net budget of £208.768m which is funded by formula grant and council tax. A large proportion of the income funding the Council's gross budget comes from national government in the form of specific and/or ringfenced grants. A breakdown of these grants is included in Appendix 1. This report looks at the remaining "Other Income" figure with a view to understanding how this figure is made up and how much control the Council has over this figure in terms of seeking to increase it.

6.2 The total gross income for the Council is shown in Table 1 below.

**Table 1: 2017/18 Gross Income and 2018/19 Proposed Gross Income**

	2017-18 Revised Budget	2018-19 Proposed Budget
	£m	£m
RSG (including returned amounts)	20.448	13.301
Top up Grant	9.481	9.649
Business Rates	37.761	40.310
Council Tax and Collection Funds	138.383	145.508
<b>Net Budget Requirement</b>	<b>206.073</b>	<b>208.768</b>
Specific Grants (incl. DSG) (Appendix 1)	252.701	249.502
Other Income	103.818	103.680
<b>Total Gross Income</b>	<b>562.592</b>	<b>561.950</b>



Other Income is broken down further in Table 2.

**Table 2: Categorisation of “Other Income”**

	2017-18 Revised Budget	2018-19 Proposed Budget
	£m	£m
Other Grants and Contributions	21.962	23.062
Fees & Charges	73.587	72.337
Internal Recharges	8.269	8.281
<b>Total Other Income</b>	<b>103.818</b>	<b>103.680</b>

6.3 The income figure shown above for fees and charges can be further categorised into income arising from fees and charges for the provision of services which can be set at the discretion of the Council (discretionary) and income where the levels are set by statute or restricted by regulations or guidance. The latter includes planning fees, which are set at a statutory level and other fees, the level of which must follow statutory guidance (for example charges for residential accommodation which are governed by CRAG (Charges for Residential Accommodation Guide)).

6.4 The report, although detailing all fees and charges in Appendix 3, concentrates on discretionary income areas where there is a decision to be made by the Council on the level of charge.

## 7. 2018/19 Fees and Charges Analysis

7.1 The latest budget for fees and charges income for 2017/18 is £73.587 and the proposed budget for 2018/19 is £72.337. Table 3 below provides details of this income by Directorate and also details the breakdown of the proposed 2018/19 income figure as discretionary and non-discretionary income. Further detail by service area is provided in Appendix 2.

**Table 3: Analysis of 2017/18 and 2018/19 proposed Income by Service Area**

Service Area	2017/18 Revised Budget			2018/19 Proposed Budget		
	Total Income £m	Discretionary Income £m	Non- Discretionary Income £m	Total Income £m	Discretionary Income £m	Non- Discretionary Income £m
Adults	21.690	1.083	20.607	20.073	1.228	18.845
Children's	2.031	1.362	0.669	2.232	1.381	0.851
Place & Enterprise	39.741	28.722	11.019	39.933	28.871	11.062
Public Health	2.389	1.316	1.073	2.522	1.475	1.047
Resources and Support	7.736	1.562	6.174	7.577	1.204	6.373
<b>Total Fees and Charges</b>	<b>73.587</b>	<b>34.045</b>	<b>39.542</b>	<b>72.337</b>	<b>34.159</b>	<b>38.178</b>

- 7.2 The proposed 2018/19 level of non-discretionary income, £38.178m, shown in Table 3 above can be further analysed between statutory income and other, as shown in Table 4:

**Table 4: Analysis of Non-Discretionary Income by Service Area**

Service Area	2017/18 Revised Budget		2018/19 Proposed Budget	
	Statutory Income £m	Other Income £m	Statutory Income £m	Other Income £m
Adults	20.576	0.031	18.815	0.030
Children's	0.078	0.591	0.036	0.815
Place & Enterprise	9.138	1.881	9.123	1.939
Public Health	1.006	0.067	1.019	0.028
Resources and Support	0.00	6.174	0.00	6.373
<b>Total Non-Discretionary Income</b>	<b>30.798</b>	<b>8.744</b>	<b>28.993</b>	<b>9.185</b>

- 7.3 The statutory income figure in Adult Services relates to charges to service users that are set by individual assessments and are governed by Department of Health guidelines. The Council's policy for charging, the Personal Budgets Contributions Policy, is updated annually and is contingent upon information from the Department of Health, which has not yet been circulated. The policy includes the Council's Minimum Income Guarantee, which is the amount that a recipient of Adult Social Care must be left with to pay for everyday living costs when a financial assessment for non-residential services is made. From April 2015 the minimum level of Minimum Income Guarantee has been determined by Government statute. The statutorily required Minimum Income Guarantee for 2018/19 is yet to be announced by the Department of Health. Following its announcement, the Council will be in a position to determine its Minimum Income Guarantee for 2018/19, and the Personal Budgets Contributions Policy will be updated accordingly.
- 7.4 The majority of the remaining statutory income is in Place and Enterprise. This relates to income in Development Management (planning and land charges search fees) Highways & Transport (highways development control and New Road & Street Works Act).
- 7.5 The Other Income for Resources and Support relates to interest arising from financing arrangements including interest earned on the Council's investments which is dictated by the financial markets and recovery of Housing Benefit overpayments.
- 7.6 For discretionary income, totalling £34.159m, more detail on individual services is provided in Appendix 2. The Council generates discretionary income from contracts for the provision

of specific services e.g. payroll services. The main areas where the Council has discretion to agree fees and charges outside of any contract or service level agreement are

- Car parking
- New road and street works
- Theatre
- Leisure and Visitor Economy
- Music and Arts Services
- Registrars

Appendix 2 also provides details where income levels have changed from 2017/18 detailing whether this is due to price increases or an increase in demand.

7.7 Appendix 3 provides details of the recommended charges for 2018/19.

## 8. Housing Revenue Account Rent Levels

8.1 The Housing Revenue Account (HRA) is a ring fenced account separate from the General Fund that records the financial transactions relating to the management and maintenance of the Council's retained housing stock, and the primary source of income (approximately 98%) comes from tenants' housing rent.

8.2 Over recent years the Government's policy regarding the level of rent for social housing has been subject to significant changes, the most recent being those introduced by the Welfare Reform and Work Act 2016. More detail on this is provided in Appendix 4 with recommendations at section 2.

**List of Background Papers (This MUST be completed for all reports, but does not include items containing exempt or confidential information)**

Charging Policy – Cabinet 4 June 2014, Council 17 July 2014

**Cabinet Member (Portfolio Holder)**  
Councillor David Minnery

**Local Member**  
All

**Appendices**

Appendix 1 Specific Grants Schedule

Appendix 2 Discretionary Income - Service Specific Detail

Appendix 3 2018/19 Fees and Charges

Appendix 4 Housing Revenue Rent Level 2018/19

## Appendix 1

Grant Schedule	2017/18 Revised Budget £	2018/19 Budget £
Dedicated Schools Grant	128,958,230	124,348,000
Education Services Grant	642,570	0
School Improvement Monitoring and Brokering Grant	212,940	235,550
Local Reform & Community Voices Grant	190,550	190,550
Quality in Community Services - Private Finance Initiative	1,522,650	1,522,650
Waste - Private Finance Initiative	3,185,610	3,185,610
New Homes Bonus	7,792,449	7,121,970
Housing Benefit Administration Subsidy	789,500	631,340
Localised Council Tax Support Administration Subsidy	290,420	290,290
Public Health Grant	8,802,453	8,576,830
Public Health Childrens 0-5 Allocation	3,514,547	3,423,170
Local Services Support Grant	275,700	300,090
Pupil Premium Grant	6,453,650	5,483,190
EFA (Education Funding Agency) - School Sixth Forms	2,028,950	2,028,950
Mandatory Rent Allowances: Subsidy	55,971,370	55,971,370
Rent Rebates: Subsidy	10,496,880	10,496,880
Magistrates Courts Loan Charges	1,960	1,420
Tackling Troubled Families	569,000	603,750
Youth Justice Board - Children on Remand	8,510	8,510
Local Enterprise Partnerships Core Funding Grant	250,000	250,000
Business Rates Retention Scheme - Section 31 Grants	4,530,800	5,788,200
SEN Reform Grant	223,920	223,920
Unaccompanied Asylum Seeking Children (UASC)	172,310	338,420
Independent Living Fund	1,610,160	1,559,310
Rural Services Delivery Grant	5,307,636	6,614,131
Transitional Grant	585,686	0
Real Time Information New Burdens	5,060	17,640
Family Premium Removal	4,110	4,110
Single Fraud Investigation Service	4,850	5,420
Fraud and Error Reduction Incentive Scheme	41,090	28,390
Welfare Reform New Burdens	37,430	51,940
Southern Shropshire LEADER Programme - DEFRA	63,160	32,810
Improved Better Care Fund	216,823	4,328,800
Social Care In Prisons	40,730	40,730
Adoption Support Fund	120,000	360,000
Adult Social Care Support Grant	1,400,051	871,140
Additional Better Care Fund	5,976,760	3,959,450
Bikeability	0	32,990
Flexible Homelessness Grant	307,320	336,860
Assessed & Supported Year in Employment (ASYE)	0	10,000
Staying Put	94,680	94,680
Homelessness Reduction - New Burdens Allocation	0	61,880
Technical Assistance	0	71,340
<b>Total</b>	<b>252,700,515</b>	<b>249,502,281</b>

**Appendix 2****Discretionary Income - Service Specific Detail**

## Summary

- 1.1 The table below provides a summary of the Fees and Charges income for the Council by Directorate. More detail per directorate is then provided in the relevant sections below.

Service Area	2018/19 Budget £m	Discretionary Income £m	Non-Discretionary Income £m
Adults	20.073	1.228	18.845
Children's	2.232	1.381	0.851
Place & Enterprise	39.933	28.871	11.062
Public Health	2.522	1.475	1.047
Resources and Support	7.577	1.204	6.373
<b>Total Fees and Charges</b>	<b>72.337</b>	<b>34.159</b>	<b>38.178</b>

- 1.2 The following paragraphs summarise the key areas and nature of income within each service area, concentrating on discretionary income (£34.159m)

**Adult Services**

- 1.3 The total Fees and Charges for Adult Services proposed for 2018/19 are £20.073m of which £1.228m is discretionary.
- 1.3.1 Discretionary income is primarily made up of charges for Day Care (£0.099m), Choice Based Letting Advertising (£0.127m) and Work Placement Income (£0.952m).
- 1.3.2 Work Placement Income has increased by £0.158m, which equates to a 19.9% increase in income. Additional income has been generated in this area due to new contracts. This is a traded service and expenditure will increase in proportion to increased income. General price inflation for Day Care charges is an increase of 2.0%. These increases have contributed towards an increase in discretionary income of £0.145m from 2017/18 (13.39%).

**Children's Services**

- 1.4 The total Fees and Charges for Children's Services proposed for 2018/19 are £2.232m of which £1.381m is discretionary.
- 1.4.1 The discretionary element is primarily made up of income from Shropshire Music and Arts Service (£0.866m). The service has discretion to determine the fees and charges schedule

for services provided and sets these fees in relation to music tuition and instrument hire charges in order to recover the costs of the service. Fees and charges are set on an academic year basis and the fees for 2018/19 are likely to rise in line with any teachers national pay award.

1.4.2 A further £0.515m of income is derived from education support services which are traded with academy schools and are subject to annual service level agreements (SLAs). Education support service income streams includes Education Access, School Admissions and Education Improvement Service.

## Places and Enterprise

1.5 The total Fees and Charges for Places and Enterprise proposed for 2018/19 are £39.933m of which £28.871m is discretionary.

1.5.1 The majority of the Council's total discretionary income received is by services within the Places and Enterprise directorate, which also includes Shire Services. In summary, the main areas of discretionary income are Shire Services (£11.320m), Car Parking (£5.135m), Theatre Services (£4.738m), Leisure Services (£0.367m), Corporate Landlord (£4.503m) and Streetworks (£1.013m).

1.5.2 Total discretionary income has increased by £0.149m from 2017/18 (0.52%).

1.5.3 There are various levels of increases and decreases over all of the services within Place and Enterprise and some of the main changes are;

- The majority of discretionary fees for Theatre Severn have increased between 2.7% and 3.9%. Other increases to charges for commercial organisations have led to an overall increase in budgeted income for Theatre Services of 2.37%.
- Car parking income has been increased by £0.502m in the 2018/19 budget. The new car parking strategy has been approved and once implemented is anticipated to generate £0.500m of additional income in 2018/19 which has been put forward as a saving in the financial strategy. A link to the car parking strategy can be found in the Highways & Transport fees and charges schedule attached in Appendix 3.
- There is an overall decrease in income within Corporate Landlord of £0.516m. The majority of the decrease has arisen due to the realignment of income budgets to correct unachievable targets set from previous years. There are also new income streams that have been identified which have been offset by some sites where income has been budgeted to reduce to nil due to the proposed sale or transfer of assets.
- Streetworks income has increased by £0.268m to reflect the current activity within the team.
- The Shires Services discretionary Income of £11.320m can be further split between fees collected via Shropshire Council Schools (£6.826m) and fees charged to Schools, Colleges and Academies outside of Shropshire Council's control (£4.494m). The fees shown for Shire Services are 2017/18 latest estimates. As in

previous years, the level of charges for Shires Services will be set to ensure a break-even position for 2018/19.

## Public Health

1.6 The total Fees and Charges for Public Health proposed for 2018/19 are £2.522m of which £1.475m is discretionary.

1.6.1 Total discretionary income has increased by £0.160m from 2017/18 (12.14%).

1.6.2 The main components of the discretionary income are Registrars (£0.743m), Pest Control (£0.135m), various Licensing charges (£0.277m), NHS Health Checks (£0.143m) and Cemetery Burial Rights (£0.093m).

1.6.3 Registrars income streams have various price increases for 2018/19, ranging from 0% to 13.6% increase. These changes are contributing towards an increase in budgeted income of £0.082m (12.36%) for this service.

1.6.4 Licence fees relating to Taxi and Private Hire are under consultation until 11 February 2018. The proposed fees, as set out in Appendix 3, will take effect on 12 February 2018 unless objection is made and not withdrawn. Where any objections are made and not withdrawn these will be considered by the Strategic Licensing Committee on the 7 March 2018 and the subsequently agreed fees will take effect from 1 April 2018.

## Resources and Support

1.7 The total Fees and Charges for Resources and Support proposed for 2018/19 are £7.577m of which £1.204m is discretionary.

1.7.1 The discretionary income includes income from Town Councils, charities, academies and other external organisations for services such as payroll provision and the provision of finance services which are covered by annual contracts. Charges relating to services not covered by annual contracts such as specific First Aid and Occupational Health Services and Legal Fees are detailed in Appendix 3.

## FEES &amp; CHARGES

## APPENDIX 3

HOUSING HEALTH	Statutory or Discretionary	Fee for 2017/18 £	Fee for 2018/19 £	% Increase	Notes
TRADING ACCOUNT <b>HOUSING REVENUE ACCOUNT</b>					Trading
<b>HOUSING RENTS (48 week basis)</b> Housing Rents-Increased by Formula rent calculation		Subject to separate recommendation	Subject to separate recommendation	Subject to separate recommendation	
<b>Heating Charges (per week - 48 week basis)</b>					
Greenfields		3.85	3.97	3%	Per week (48 weeks)
Sheldon Court		12.07	12.43	3%	Per week (48 weeks)
<b>Service Charges (per week - 48 week basis)</b>					
Admirals Flats		5.74	5.91	3%	Per week (48 weeks)
Greenfields		8.80	9.06	3%	Per week (48 weeks)
Sheldon Court		12.28	12.65	3%	Per week (48 weeks)
Intensive Housing Management - South (proposed by ST&R Housing subject to agreement with Sustain Consortium)		10.50	10.80	3%	Per week (48 weeks)
Intensive Housing Management - North (proposed by ST&R Housing subject to agreement with Sustain Consortium)		10.50	10.80	3%	Per week (48 weeks)
Intensive Housing Management - new for 2016/17 (General Needs)		8.00	8.00	0%	Per week (48 weeks)
Communal Cleaning - Oswestry		1.82	1.87	3%	Per week (48 weeks)
Communal TV aerial		0.75	0.77	3%	Per week (48 weeks)
Caretaking Service		2.30	2.30	0%	Per week (48 weeks)
<b>GARAGE RENTS</b>					
Bridgnorth (VAT charged to Council tenants on 3rd or more garages and all non-tenants)		£7.50 per week (+VAT where due)	£7.50 per week (+VAT where due)	0%	Per week (48 weeks)
Oswestry - tenant (VAT charged on 3rd or more garages)		£7.50 per week (+VAT where due)	£7.50 per week (+VAT where due)	0%	Per week (48 weeks)
Oswestry - non-tenant		£9 per wk +VAT	£9 per wk +VAT	0%	Per week (48 weeks)
Garage base (48-week basis)		£1.32per wk (+VAT where due)	£1.32per wk (+VAT where due)	0%	Per week (48 weeks)
Secured Parking Bays (Tenant)		£4.50per wk (+VAT where due)	£4.50per wk (+VAT where due)	0%	Per week (48 weeks)
Secured Parking Bays (Non-Tenant)		£5.50per wk (+VAT where due)	£5.50per wk (+VAT where due)	0%	Per week (48 weeks)
Replacement padlock (drop down bollards)		£10 plus cost of new lock + VAT	£10 plus cost of new lock + VAT	0%	Per item
<b>COMMUNITY ALARMS</b>					
Leased Service (Council tenants) - service charge set by ST&R Housing		45.24 + VAT	45.24 + VAT	0%	Charge per quarter
<b>Private Customers</b>					
Leased Service (Non-Council tenants) - charge set by ST&R Housing		45.24 + VAT	45.24 + VAT	0%	Charge per quarter
Bridgnorth (Non Council Tenants) Charge set by ST&R Housing		13.00 + VAT	13.00 + VAT	0%	Charge per quarter
Monitoring charge on non-leased unit charge set by ST&R Housing					
Former Grant Supported - Council Tenant Sheltered Schemes		2.17 + VAT	2.17 + VAT	0%	Per week (48 weeks)
Former Grant Supported - Other		2.17 + VAT	2.17 + VAT	0%	Per week (48 weeks)
<b>Installation Charge</b>					
Oswestry Charge set by ST&R Housing		25.00	25.00	0%	
Bridgnorth Charge set by ST&R Housing		25.00	25.00	0%	
<b>Replacement Pendants</b>					
Per pendant. Charge set by ST&R Housing		50.00	50.00	0%	
Other peripheral equipment e.g. key safe (cost plus installation & admin charge)		Cost plus installation & admin charge (+VAT where due)	Cost plus installation & admin charge (+VAT where due)	0%	
<b>FURNITURE SCHEME</b>					
Mini option (incl. admin fee of 10%)		£12.02 + VAT	£12.02 + VAT	0%	Per week (52 weeks)
Option 1 (incl. admin fee of 10%)		£21.56 + VAT	£21.56 + VAT	0%	Per week (52 weeks)
Option 2 (incl. admin fee of 10%)		£29.35 + VAT	£29.35 + VAT	0%	Per week (52 weeks)
<b>GARDEN MAINTENANCE - HRA Properties (48 week basis)</b>					
Lawn Cut - Annual Maintenance (20mm to 60mm)		1.83 (+VAT where due)	1.88(+VAT where due)	3%	Front or rear garden
Hedge Cutting - Annual Maintenance		0.90 (+VAT where due)	0.93(+VAT where due)	3%	Front or rear garden



## FEES &amp; CHARGES

## APPENDIX 3

LIBRARIES	Statutory or Discretionary	Fee for 2017/18	Fee for 2018/19	% Increase	NOTES
		£	£		
<b>LIBRARY CHARGES</b>					
DVD - Standard titles	Discretionary	2.00	2.00	0.0%	
DVD - Premium titles	Discretionary	2.75	2.75	0.0%	
Compact Discs - Music	Discretionary	1.00	1.00	0.0%	
<b>Talking Books &amp; Language courses</b>					
Up to 2 tapes	Discretionary	1.00	1.00	0.0%	
CD & larger tape packs	Discretionary	2.50	2.50	0.0%	
The above for the Visually Impaired	Discretionary	Free	Free		
<b>Computer Use</b>					
	Discretionary	£1.10 for guests, free for library members.	£1.10 for guests, free for library members.		
<b>Printing/Photocopying</b>					
Printing & Photocopying - A4 sheet	Discretionary	0.18	0.18	0.0%	
Printing & Photocopying - A4 sheet colour	Discretionary	0.40	0.40	0.0%	
Laminating copies - A4 sheet	Discretionary	1.50	1.50	0.0%	
Laminating copies - A3 sheet	Discretionary	2.50	2.50	0.0%	
<b>Fax Services</b>					
Message sent UK - per sheet	Discretionary	1.50	1.50	0.0%	
Message sent Overseas - per sheet	Discretionary	2.50	2.50	0.0%	
Message received (per 10 sheets)	Discretionary	1.50	1.50	0.0%	
<b>Fines</b>					
Adult items per item per day	Discretionary	0.25	0.25	0.0%	Based on national benchmarking
Children's items per item per day	Discretionary	No charge	No charge		
Music/drama sets returned late or incomplete	Discretionary	20.00	21.00	5.0%	
Final reminder letters	Discretionary	No charge	No charge		Done via automated E-mail system, previously sent by post
<b>Library Cards</b>					
New library membership card	Discretionary	Free	Free		
Replacement library membership card	Discretionary	1.25	1.30	4.0%	To encourage Library Users to retain Cards
<b>Requests</b>					
per item	Discretionary	0.70	0.70	0.0%	
per item through inter-lending scheme	Discretionary	6.00	6.00	0.0%	
Sets of vocal scores through inter-lending scheme - per copy	Discretionary	0.90	0.95	5.6%	
Orchestral sets through inter-lending scheme	Discretionary	20.00	21.00	5.0%	
Drama sets through inter-lending scheme - per copy	Discretionary	0.90	0.95	5.6%	
<b>Room Hire</b>					
Room Hire - Shrewsbury Library per session	Discretionary	32.50 for personal/voluntary group/charity group use. 65.00 for business use	33.00 for personal/voluntary group/charity group use. 66.00 for business use	1.5%	Charge doubles for business use
Room Hire - Oswestry Library per session - without projector	Discretionary	25.00 for personal/voluntary group/charity group use. 50.00 for business use	27.50 for personal/voluntary group/charity group use. 55.00 for business use	10.0%	Charge doubles for business use
Room Hire - Bridgnorth Library per session	Discretionary	30.00 for personal/voluntary group/charity group use. 60.00 for business use	30.00 for personal/voluntary group/charity group use. 60.00 for business use	0.0%	Charge doubles for business use
Interview Room Hire - Bridgnorth Library per Hour	Discretionary	5.00 for personal/voluntary group/charity group use. 10.00 for business use	6.00 for personal/voluntary group/charity group use. 12.00 for business use	20.0%	Charge doubles for business use
Room Hire - Church Stretton Library per session	Discretionary	20.00 for personal/voluntary group/charity group use. 40.00 for business use	20.00 for personal/voluntary group/charity group use. 40.00 for business use	0.0%	Charge doubles for business use
Room Hire - Wem Library per session	Discretionary	12.00 for personal/voluntary group/charity group use. 24.00 for business use	12.50 for personal/voluntary group/charity group use. 25.00 for business use	4.2%	Charge doubles for business use
Room Hire - Ludlow Education Room per session	Discretionary	32.50 for personal/voluntary group/charity group use. 65.00 for business use	33.00 for personal/voluntary group/charity group use. 66.00 for business use	1.5%	Charge doubles for business use
Room Hire - Ludlow Library gallery space per session	Discretionary	25.00	25.00	0.0%	
Hire of gallery hanging space at Oswestry Library per month	Discretionary	25.00 for personal/voluntary group/charity group use. 50.00 for business use	25.00 for personal/voluntary group/charity group use. 50.00 for business use	0.0%	Charge doubles for business use
Hire of gallery hanging space at Market Drayton Library per month	Discretionary	25.00 for personal/voluntary group/charity group use. 50.00 for business use	25.00 for personal/voluntary group/charity group use. 50.00 for business use	0.0%	Charge doubles for business use
Hire of window display space at Bridgnorth Library per month	Discretionary	25.00 for personal/voluntary group/charity group use. 50.00 for business use	25.00 for personal/voluntary group/charity group use. 50.00 for business use	0.0%	
<b>Reading Group admin fee:</b>					
Fab Reads: Box of 15 hand selected books (to borrow)	Discretionary	£38 (32.50 + 6.50 VAT)	£42 (£35 + £7 VAT)	7.7%	
Fab Reads: Introductory librarian visit:	Discretionary	£0.00	£35.00	0.0%	New charge
Fab Reads: Six themed resource packs:	Discretionary	£0.00	£15.00	0.0%	New charge
Fab Reads: Round up/discussion librarian visit:	Discretionary	£0.00	£30.00	0.0%	New charge
	Discretionary	£0.00	£15.00	0.0%	New charge

**FEES & CHARGES****APPENDIX 3**

LIBRARIES	Statutory or Discretionary	Fee for 2017/18 £	Fee for 2018/19 £	% Increase	NOTES
Ludlow Library and Museum Resource Centre Gallery Commission	Discretionary	20%	20%	0.0%	
<b>Book Sales</b> At local discretion	Discretionary	Variable	Variable		Dependent on condition of book
<b>Filming</b> Flat rate filming fee per day	Discretionary	300.00	300.00	0.0%	
Provision of staff member per hour	Discretionary	Dependent on member of staff.	Dependent on member of staff.		
<b>Hot Drinks</b> Oswestry & Bridgnorth	Discretionary	0.60	0.60	0.0%	
<b>Deliveries via library vans</b> per box	Discretionary	1.00	1.00	0.0%	
per small package	Discretionary	0.50	0.50	0.0%	

**FEES & CHARGES****APPENDIX 3**

<b>WASTE SERVICES</b>	<b>Statutory or Discretionary</b>	<b>Fee for 2017/18 £</b>	<b>Fee for 2018/19 £</b>	<b>% Increase</b>	<b>Notes</b>
<b>WASTE</b>					
<b>Bulky waste charges</b>					
Up to 3 items of bulky household waste	Discretionary	30.80	33.00	7.14%	
4-6 items of bulky household waste	Discretionary	46.20	49.00	6.06%	
7-9 items of bulky household waste	Discretionary	61.70	65.00	5.35%	
10-12 items of bulky household waste	Discretionary	76.10	80.00	5.12%	
13-15 items of bulky household waste	Discretionary	92.40	97.00	4.98%	
up to 10 sacks of residual waste	Discretionary	47.20	50.00	5.93%	
<b>Other Charges</b>					
Excess Black Bags (max 10)	Discretionary	48.00	50.00	4.17%	
Second Garden Bin	Discretionary	65.00	65.00	0.00%	
<b>Liners &amp; Caddies</b>					
Liners	Discretionary	4.00	4.00	0.00%	
Caddies	Discretionary	3.50	3.50	0.00%	
<b>Schedule 2 contract rates per fortnightly collection (based on waste type and container size)</b>					
Admin Fee	Discretionary	40.00	40.00	0.00%	
<b>No Disposal</b>					
<i>Residual Sack (cost per sack)</i>	Discretionary				
Residual 240	Discretionary	36.10	38.00	5.26%	excludes above admin fee
Residual 360	Discretionary	82.50	86.00	4.24%	excludes above admin fee
Residual 660	Discretionary	115.40	120.00	3.99%	excludes above admin fee
Residual 750	Discretionary	197.90	206.00	4.09%	excludes above admin fee
Residual 1100	Discretionary	208.80	217.00	3.93%	excludes above admin fee
	Discretionary	285.90	298.00	4.23%	excludes above admin fee
<b>With Disposal</b>					
<i>Residual Sack (cost per sack)</i>	Discretionary				
Residual 240	Discretionary	48.10	50.00	3.95%	excludes above admin fee
Residual 360	Discretionary	137.60	144.00	4.65%	excludes above admin fee
Residual 660	Discretionary	195.20	203.00	4.00%	excludes above admin fee
Residual 750	Discretionary	343.80	358.00	4.13%	excludes above admin fee
Residual 1100	Discretionary	379.00	395.00	4.22%	excludes above admin fee
	Discretionary	530.70	552.00	4.01%	excludes above admin fee
<b>With or without Disposal</b>					
Recycling 240	Discretionary	63.30	66.00	4.27%	excludes above admin fee
Recycling 360	Discretionary	87.90	92.00	4.66%	excludes above admin fee
Recycling 660	Discretionary	145.70	152.00	4.32%	excludes above admin fee
Recycling 750	Discretionary	156.80	163.00	3.95%	excludes above admin fee
Recycling 1100	Discretionary	197.90	206.00	4.09%	excludes above admin fee
<b>Annual Schedule 4 collection contract rates (based on waste type and container size)</b>					
<b>With Disposal</b>					
<i>Residual Sack (cost per sack)</i>	Discretionary				
Residual 240	Discretionary	110.00	115.00	4.55%	excludes above admin fee
Residual 360	Discretionary	331.10	345.00	4.20%	excludes above admin fee
Residual 660	Discretionary	366.00	381.00	4.10%	excludes above admin fee
Residual 1100	Discretionary	509.40	530.00	4.04%	excludes above admin fee
	Discretionary	680.20	708.00	4.09%	excludes above admin fee

**FEES & CHARGES**

**APPENDIX 3**

LEISURE (Non SCLT facilities)	Statutory or Discretionary	Fee for 2017/18	Fee for 2017/18	Fee for 2018/19	Fee for 2018/19	% Increase MEMBERS	% Increase NON MEMBERS	Notes	
		MEMBERS	NON MEMBERS	MEMBERS	NON MEMBERS				
<b>Types Of Membership - BeActive Card</b>									
Adult Membership	Discretionary	5.00	n/a	5.00	n/a	0.0%	n/a	Concessionary Rate is not applicable to non member rates.	
Adult Concessionary Rate 60+	Discretionary	2.50	n/a	2.50	n/a	0.0%	n/a		
Junior Membership	Discretionary	2.50	n/a	2.50	n/a	0.0%	n/a		
Junior Concessionary Rate	Discretionary	2.50	n/a	2.50	n/a	0.0%	n/a		
Team/Group Membership	Discretionary	20.00	n/a	20.00	n/a	0.0%	n/a		
<b>Learn to Swim Programme</b>									
Parents & Toddlers	Discretionary	44.00	56.65	45.25	58.25	2.8%	2.8%		
Parents & Toddlers - Concessionary	Discretionary	22.00	28.30	22.60	29.10	2.7%	2.8%		
Parent & Toddlers - Pay as you go	Discretionary	5.05	6.50	5.20	6.70	3.0%	3.1%		
Pre-School (3yrs to 5yrs)	Discretionary	50.00	64.00	51.40	65.80	2.8%	2.8%		
Pre-School (3yrs to 5yrs) - Concessionary	Discretionary	25.00	32.00	25.70	32.90	2.8%	2.8%		
Junior Lessons	Discretionary	50.00	64.00	51.40	65.80	2.8%	2.8%		
Junior Lessons - Concessionary	Discretionary	25.00	32.00	25.70	32.90	2.8%	2.8%		
Adult Lessons	Discretionary	66.90	86.00	68.75	89.40	2.8%	2.8%		
Adult Lessons - Concessionary	Discretionary	33.50	43.00	34.45	44.20	2.8%	2.8%		
60+	Discretionary	50.00	64.00	51.40	65.80	2.8%	2.8%		
Private Lessons - 1 to 1	Discretionary	13.20	17.00	13.55	17.50	2.7%	2.9%		
Private Lessons - 1 to 2	Discretionary	19.70	25.60	20.25	26.30	2.8%	2.7%		
Private Lessons - 1 to 1 - Concessionary	Discretionary	6.70	8.60	6.90	8.85	3.0%	2.9%		
Private Lessons - 1 to 2 - Concessionary	Discretionary	9.90	12.75	10.20	13.10	3.0%	2.7%		
Private Lessons - 1 to 3 - Concessionary	Discretionary	11.70	15.00	12.05	15.40	3.0%	2.7%		
Individual Support Classes	Discretionary	100.00	130.00	102.80	133.65	2.8%	2.8%		
Individual Support Classes - Concessionary	Discretionary	50.00	64.00	51.40	65.80	2.8%	2.8%		
Lessons - Direct Debit (per month)	Discretionary			19.50	19.50	n/a	n/a	Due to be introduced April 2018	
Lessons - Direct Debit (per month) - concessionary	Discretionary			12.50	12.50	n/a	n/a	Due to be introduced April 2018	

**FEES & CHARGES**

**APPENDIX 3**

LEISURE (Non SCLT facilities)	Statutory or Discretionary	Fee for 2017/18	Fee for 2017/18	Fee for 2018/19	Fee for 2018/19	% Increase MEMBERS	% Increase NON MEMBERS	Notes
		MEMBERS	NON MEMBERS	MEMBERS	NON MEMBERS			
<b>Water Sports</b>								
Synchro - 45 mins	Discretionary	50.30	64.75	51.70	66.55	2.8%	2.8%	
Synchro - 45 mins Concessionary	Discretionary	25.00	32.30	25.70	33.20	2.8%	2.8%	
Canoeing - 30 mins	Discretionary	50.30	64.75	51.70	66.55	2.8%	2.8%	
Canoeing - 30 mins Concessionary	Discretionary	25.00	32.30	25.70	33.20	2.8%	2.8%	
Water Polo - 45 mins	Discretionary	50.30	64.75	51.70	66.55	2.8%	2.8%	
Water Polo - 45 mins Concessionary	Discretionary	25.00	32.30	25.70	33.20	2.8%	2.8%	
Distance Awards - up to 60 mins	Discretionary	50.30	64.75	51.70	66.55	2.8%	2.8%	
Distance Awards - up to 60 mins Concessionary	Discretionary	25.00	32.30	25.70	33.20	2.8%	2.8%	
Diving - 30 mins	Discretionary	50.30	64.75	51.70	66.55	2.8%	2.8%	
Diving - 30 mins Concessionary	Discretionary	25.00	32.30	25.70	33.20	2.8%	2.8%	
Snorkelling - 30 mins	Discretionary	50.30	64.75	51.70	66.55	2.8%	2.8%	
Snorkelling - 30 mins Concessionary	Discretionary	25.00	32.30	25.70	33.20	2.8%	2.8%	
<b>Possible Countywide Promotions</b>								
Introduce a Friend and get £5 off next months membership								
Introduce a Friend and get next months DD Membership for Free.								
6 Months DD membership for the Price of 5								
Price for Life on all new DD Memberships - this encourages members to remain signed up, changes to price are a trigger for members to leave.								
Free inductions for a calendar month								
Club mark Discounts - Affiliated Clubs receive 10% discount								
Large Groups of Children (Over 20) accompanied by Adults - pay Junior BeActive Rates								
Golf Course Loyalty Card to continue buy 9 get 1 free								
Full-time students 18yrs+ monthly special rate similar to 60+ rate.								
Outdoor Court full court hire on special offer such as hire for £12 per 55 minutes								
Outdoor Tennis Court hire special offer £4 per court								
Olympics Track Special Offer - Juniors £1, Adults £2. (Olympic 6-week student membership during summer holidays								
D/D sign up in October. November & December and get a free badminton court once a week for initial month								
Give 15% reduction (Member rate) to those on holiday at local camp/caravan sites on production of their camping permit during summer holiday period								
Couples evenings for £4.00 per couple - All facilities								
Count down to Christmas 10-week membership price with a programme set								
50% off Tennis Court hire as a pre-Wimbledon promotion								
50% off Netball Court prior to start of Summer League as a training offer								
50% off Football Court during summer months to promote off-season training offer								
Holiday Course offer of pay for 4-days and get 5th day free								
Special Children's Activities - Junior 60 mins								
Arts Events (i.e. panto £7 tickets)								
FREE Fun Days for Centre promotion								
PRIZES for facebook (i.e. swim course / birthday party / month membership)								

**FEES & CHARGES**

**APPENDIX 3**

LEISURE (Non SCLT facilities)	Statutory or Discretionary	Fee for 2017/18	Fee for 2017/18	Fee for 2018/19	Fee for 2018/19	% Increase MEMBERS	% Increase NON MEMBERS	Notes
		MEMBERS	NON MEMBERS	MEMBERS	NON MEMBERS			
<b>All fees individual sites</b>								
<b>Meole Brace Golf Course</b>								
<b>Annual membership</b>								
Adult Be Active Members	Discretionary	500.00	N/A	500.00	N/A	0.0%	N/A	
Junior Be Active Members	Discretionary	250.00	N/A	250.00	N/A	0.0%	N/A	
<b>Green Fees 18 Holes</b>								
Adult	Discretionary	14.00	17.00	14.00	15.00	0.0%	-11.8%	
Adult 60+	Discretionary	11.00	14.00	12.00	14.00	9.1%	0.0%	
Adult Concessionary Rate	Discretionary	8.80	N/A	9.00	N/A	2.3%	N/A	
Junior	Discretionary	7.00	9.00	7.00	9.00	0.0%	0.0%	
Junior Concessionary Rate	Discretionary	4.60	N/A	4.60	N/A	0.0%	N/A	
<b>Green Fees 12 Holes</b>								
Adult	Discretionary	9.00	11.20	9.00	10.00	0.0%	-10.7%	
Adult 60+	Discretionary	8.00	9.75	8.50	10.00	6.3%	2.6%	
Adult Concessionary Rate	Discretionary	5.85	N/A	6.00	N/A	2.6%	N/A	
Junior	Discretionary	5.00	6.00	5.00	6.00	0.0%	0.0%	
Junior Concessionary Rate	Discretionary	3.00	N/A	3.00	N/A	0.0%	N/A	
<b>Temporary Green Fees 18 Holes</b>								
Adult	Discretionary	11.00	14.00	11.00	12.00	0.0%	-14.3%	
Adult 60+	Discretionary	9.00	11.00	9.00	10.00	0.0%	-9.1%	
Junior	Discretionary	5.75	7.00	5.75	7.00	0.0%	0.0%	
<b>Temporary Green Fees 12 Holes</b>								
Adult	Discretionary	8.00	9.70	8.00	9.70	0.0%	0.0%	
Adult 60+	Discretionary	6.50	7.90	6.50	7.90	0.0%	0.0%	
Junior	Discretionary	4.00	5.20	4.00	5.20	0.0%	0.0%	
<b>Winter Tickets</b>								
Adult Winter Ticket	Discretionary	155.00	N/A	165.00	N/A	6.5%	N/A	
Junior Winter Ticket	Discretionary	80.00	N/A	80.00	N/A	0.0%	N/A	
<b>Afternoon Special rates</b>								
Afternoon Ticket (After 1pm)	Discretionary	8.00	9.50	8.00	9.50	0.0%	0.0%	
<b>Pitch and Putt (All Times)</b>								
Adult	Discretionary	3.10	3.90	3.10	3.90	0.0%	0.0%	
Adult 60+	Discretionary	2.50	3.05	2.50	3.05	0.0%	0.0%	
Junior	Discretionary	1.65	2.05	1.65	2.05	0.0%	0.0%	
Family Ticket (2 Adults + 2 Juniors)	Discretionary	7.10	8.85	7.10	8.85	0.0%	0.0%	

**FEES & CHARGES**

**APPENDIX 3**

LEISURE (Non SCLT facilities)	Statutory or Discretionary	Fee for 2017/18	Fee for 2017/18	Fee for 2018/19	Fee for 2018/19	% Increase MEMBERS	% Increase NON MEMBERS	Notes
		MEMBERS	NON MEMBERS	MEMBERS	NON MEMBERS			
<b>Roman Road Sports Centre</b>								
<b>Peak Period</b>								
Whole hall (Hockey/Basketball/Volleyball)	Discretionary	29.90	38.50	30.75	39.60	2.8%	2.9%	
Badminton Court	Discretionary	9.80	12.60	9.80	12.60	0.0%	0.0%	
Bowls Lane (max. 3 lanes per court)	Discretionary	13.00	16.85	13.35	17.30	2.7%	2.7%	
Table Tennis Table (max. 3 tables per court)	Discretionary	13.00	16.85	13.35	17.30	2.7%	2.7%	
<b>Sports Hall - Party Bookings</b>								
Whole Hall	Discretionary	107.50	138.50	110.50	142.35	2.8%	2.8%	
Half Hall	Discretionary	54.50	70.00	56.05	71.95	2.8%	2.8%	
<b>Courses and Coaching (per person)</b>								
<b>General:</b>								
Adult 60 mins	Discretionary	5.35	6.90	5.50	7.10	2.8%	2.9%	
Adult Concessionary 60 mins	Discretionary	2.60	N/A	2.65	N/A	1.9%	N/A	
60+ 60 mins	Discretionary	4.35	5.60	4.45	5.75	2.3%	2.7%	
Adult 90 mins	Discretionary	7.80	10.00	8.00	10.30	2.5%	3.0%	
Adult Concessionary 90 mins	Discretionary	3.85	N/A	3.95	N/A	2.6%	N/A	
60+ 90 mins	Discretionary	6.10	7.90	6.25	8.10	2.5%	2.5%	
Junior 60 mins	Discretionary	2.60	3.36	2.65	3.45	1.9%	2.7%	
Junior Concessionary 60 mins	Discretionary	1.50	N/A	1.55	N/A	3.3%	N/A	
Junior 90 mins	Discretionary	3.85	4.95	3.95	5.10	2.6%	3.0%	
Junior Concessionary 90 mins	Discretionary	2.00	N/A	2.05	N/A	2.5%	N/A	
<b>Group Activities (per person)</b>								
<b>Aerobics, Keep Fit etc.:</b>								
Adult 60 mins	Discretionary	5.45	6.80	5.45	6.80	0.0%	0.0%	
Concessionary Rate 60 mins	Discretionary	2.55	N/A	2.55	N/A	0.0%	N/A	
60+ 60 mins	Discretionary	4.35	5.40	4.35	5.40	0.0%	0.0%	
Junior 60 mins	Discretionary	2.80	3.60	2.80	3.60	0.0%	0.0%	
Concessionary Rate 60 mins	Discretionary	1.50	N/A	1.50	N/A	0.0%	N/A	
<b>Miscellaneous Charges</b>								
Changing Rooms Only (Sports Hall)	Discretionary	13.30	17.00	13.65	17.50	2.6%	2.9%	
Spectators - Adult	Discretionary	1.30	1.70	1.35	1.75	3.8%	2.9%	
Spectators - Junior	Discretionary	0.65	0.80	0.65	0.80	0.0%	0.0%	
Shower Only - Adult	Discretionary	1.60	2.00	1.65	2.05	3.1%	2.8%	
Shower Only - Adult Concessionary Rate	Discretionary	0.70	N/A	0.70	N/A	0.0%	N/A	
Shower Only - Adult 60+	Discretionary	1.10	1.45	1.15	1.50	4.5%	3.4%	
Shower Only Junior	Discretionary	0.70	0.95	0.70	0.95	0.0%	0.0%	
Shower Only Junior Concessionary Rate	Discretionary	0.35	N/A	0.35	N/A	0.0%	N/A	
<b>Synthetic Pitch AREA</b>								
<b>Area</b>								
Whole Pitch 55 mins	Discretionary	57.00	73.50	58.60	75.55	2.8%	2.8%	
Half Pitch 55 mins	Discretionary	36.75	46.75	37.80	48.05	2.9%	2.8%	
Quarter Pitch 55 mins	Discretionary	24.50	31.50	25.20	32.40	2.9%	2.9%	
Whole Pitch 1hr 25 mins	Discretionary	83.40	107.30	85.75	110.30	2.8%	2.8%	
Half Pitch 1hr 25 mins	Discretionary	53.10	68.40	54.60	70.30	2.8%	2.8%	
Quarter Pitch 1hr 25 mins	Discretionary	34.00	43.85	34.95	45.08	2.8%	2.8%	
Whole Pitch 1hr 55 mins	Discretionary	112.20	144.40	115.35	148.45	2.8%	2.8%	
Half Pitch 1hr 55 mins	Discretionary	69.05	88.90	71.00	91.40	2.8%	2.8%	
Quarter Pitch 1hr 55 mins	Discretionary	46.40	59.75	47.70	61.40	2.8%	2.8%	

## FEES &amp; CHARGES

## APPENDIX 3

LEISURE (Non SCLT facilities)	Statutory or Discretionary	Fee for 2017/18	Fee for 2017/18	Fee for 2018/19	Fee for 2018/19	% Increase MEMBERS	% Increase NON MEMBERS	Notes
		MEMBERS	NON MEMBERS	MEMBERS	NON MEMBERS			
<b>OFF PEAK CHARGE</b>								
Whole hall	Discretionary	22.35	28.75	23.00	29.55	2.9%	2.8%	
Half Hall	Discretionary	11.15	14.40	11.45	14.80	2.7%	2.8%	
Badminton Court	Discretionary	7.35	9.45	7.55	9.70	2.7%	2.8%	
Bowls Lane (max. 3 lanes per court)	Discretionary	9.80	12.60	10.05	12.95	2.6%	2.8%	
Table Tennis Table (max. 3 tables per court)	Discretionary	9.80	12.60	10.05	12.95	2.6%	2.8%	
Trampoline (to include hire of one court)	Discretionary	13.50	17.45	13.90	17.95	3.0%	2.9%	
<b>Sports Hall - Party Bookings</b>								
Whole Hall	Discretionary	80.20	103.20	80.20	103.20	0.0%	0.0%	
Half Hall	Discretionary	40.60	52.25	41.75	53.70	2.8%	2.8%	
<b>OUTDOOR SPORTS</b>								
<b>Synthetic Pitch AREA</b>								
Whole Pitch 55 mins	Discretionary	42.85	55.10	44.05	56.65	2.8%	2.8%	
Half Pitch 55 mins	Discretionary	27.25	35.20	28.00	36.20	2.8%	2.8%	
Quarter Pitch 55 mins	Discretionary	18.50	23.85	19.00	24.50	2.7%	2.7%	
Whole Pitch 1hr 25 mins	Discretionary	62.75	80.75	64.50	83.00	2.8%	2.8%	
Half Pitch 1hr 25 mins	Discretionary	39.80	51.20	40.90	52.65	2.8%	2.8%	
Quarter Pitch 1hr 25 mins	Discretionary	25.50	32.80	26.20	33.70	2.7%	2.7%	
Whole Pitch 1hr 55 mins	Discretionary	84.35	108.50	86.70	111.55	2.8%	2.8%	
Half Pitch 1hr 55 mins	Discretionary	51.80	66.70	53.25	68.55	2.8%	2.8%	
Quarter Pitch 1hr 55 mins	Discretionary	34.90	44.90	35.90	46.15	2.9%	2.8%	
Junior Play & Pay	Discretionary	0.00	1.00	0.00	1.00	NA	0.0%	Various sports - if specific area not being used
<b>Idsall Sports Centre</b>								
<b>Sports Hall</b>								
Adult peak	Discretionary	41.75	53.75	42.90	55.25	2.8%	2.8%	
Adult Off Peak	Discretionary	31.40	40.45	32.30	41.60	2.9%	2.8%	
Junior Peak	Discretionary	21.05	27.10	21.65	27.85	2.9%	2.8%	
Junior off peak	Discretionary	15.45	19.90	15.90	20.45	2.9%	2.8%	
<b>Badminton Court</b>								
Adult peak	Discretionary	10.05	12.95	10.35	13.30	3.0%	2.7%	
Adult Off Peak	Discretionary	7.55	9.70	7.75	9.95	2.6%	2.6%	
Junior Peak	Discretionary	5.20	6.65	5.35	6.85	2.8%	3.0%	
Junior off Peak	Discretionary	3.75	4.85	3.85	5.00	2.7%	3.1%	
Adult Trampoline Hire (1 Court)	Discretionary	21.75	28.00	22.35	28.80	2.8%	2.9%	
Junior Trampoline Hire (1 Court)	Discretionary	10.85	13.95	11.15	14.35	2.8%	2.9%	
<b>Cricket Nets</b>								
Adult	Discretionary	50.00	64.35	51.40	66.15	2.8%	2.8%	
Junior	Discretionary	25.00	32.30	25.70	33.20	2.8%	2.8%	

**FEES & CHARGES**

**APPENDIX 3**

LEISURE (Non SCLT facilities)	Statutory or Discretionary	Fee for 2017/18	Fee for 2017/18	Fee for 2018/19	Fee for 2018/19	% Increase MEMBERS	% Increase NON MEMBERS	Notes
		MEMBERS	NON MEMBERS	MEMBERS	NON MEMBERS			
<b>Fitness Suite</b>								
Room Hire	Discretionary	31.55	39.45	32.45	40.55	2.9%	2.8%	
Adult peak	Discretionary	5.25	6.55	5.25	6.55	0.0%	0.0%	
Adult peak - Concessionary	Discretionary	3.35	4.20	3.35	4.20	0.0%	0.0%	
Junior peak	Discretionary	2.65	3.30	2.65	3.30	0.0%	0.0%	
Adult off peak	Discretionary	3.90	4.85	3.90	4.85	0.0%	0.0%	
Junior off peak	Discretionary	2.00	2.50	2.00	2.50	0.0%	0.0%	
Casual Session 60+	Discretionary	3.35	4.20	3.35	4.20	0.0%	0.0%	
Adult Induction	Discretionary	11.25	14.05	11.25	14.05	0.0%	0.0%	
Youth Induction (11yrs - 18yrs)	Discretionary	5.60	7.00	5.60	7.00	0.0%	0.0%	
<b>Gymnasium / Small Gym (per 55 minutes)</b>								
Room Hire Adult peak	Discretionary	33.65	43.35	34.60	44.55	2.8%	2.8%	
Room Hire Junior peak	Discretionary	16.65	21.35	17.10	21.95	2.7%	2.8%	
Room Hire Adult off peak	Discretionary	25.25	32.45	25.95	33.35	2.8%	2.8%	
Room Hire Junior off peak	Discretionary	12.35	15.85	12.70	16.30	2.8%	2.8%	
<b>Table Tennis (per 55 minutes)</b>								
Adult peak	Discretionary	11.25	14.50	11.55	14.90	2.7%	2.8%	
Junior peak	Discretionary	5.45	7.05	5.60	7.25	2.8%	2.8%	
Adult off peak	Discretionary	8.35	10.75	8.60	11.05	3.0%	2.8%	
Junior off peak	Discretionary	4.15	5.30	4.25	5.45	2.4%	2.8%	
<b>OUTDOOR FACILITIES</b>								
<b>All Weather full pitch (1 hour)</b>								
Adult with lights peak	Discretionary	73.10	94.10	75.15	96.75	2.8%	2.8%	
Junior with lights peak	Discretionary	35.60	45.85	36.60	47.15	2.8%	2.8%	
Adult with lights off peak	Discretionary	59.00	75.90	60.65	78.05	2.8%	2.8%	
Junior with lights off peak	Discretionary	28.85	37.10	29.65	38.15	2.8%	2.8%	
Adult without lights peak	Discretionary	53.40	68.70	54.90	70.60	2.8%	2.8%	
Junior without lights peak	Discretionary	26.05	33.55	26.80	34.50	2.9%	2.8%	
Adult without lights off peak	Discretionary	50.70	65.25	52.10	67.05	2.8%	2.8%	
Junior without lights off peak	Discretionary	24.70	31.75	25.40	32.65	2.8%	2.8%	
<b>All Weather half pitch (1 hour)</b>								
Adult with lights peak	Discretionary	36.25	46.65	37.25	47.95	2.8%	2.8%	
Junior with lights peak	Discretionary	17.70	22.75	18.20	23.40	2.8%	2.9%	
Adult with lights off peak	Discretionary	29.60	38.05	30.45	39.10	2.9%	2.8%	
Junior with lights off peak	Discretionary	14.40	18.55	14.80	19.05	2.8%	2.7%	
Adult without lights peak	Discretionary	26.85	34.55	27.60	35.50	2.8%	2.7%	
Junior without lights peak	Discretionary	13.10	16.90	13.45	17.35	2.7%	2.7%	
Adult without lights off peak	Discretionary	25.35	32.60	26.05	33.50	2.8%	2.8%	
Junior without lights off peak	Discretionary	12.45	16.00	12.80	16.45	2.8%	2.8%	
<b>Netball Court (per 55 minutes)</b>								
Adult with lights peak	Discretionary	28.70	36.95	29.50	38.00	2.8%	2.8%	
Junior with lights peak	Discretionary	13.95	18.00	14.35	18.50	2.9%	2.8%	
Adult without lights off peak	Discretionary	18.55	23.90	19.05	24.55	2.7%	2.7%	
Junior without lights off peak	Discretionary	9.05	11.65	9.30	12.00	2.8%	3.0%	
All Courts Adult with lights peak	Discretionary	70.95	91.30	72.95	93.85	2.8%	2.8%	
All Courts Junior with lights peak	Discretionary	34.70	44.70	35.65	45.95	2.7%	2.8%	
All Courts Adult without lights off peak	Discretionary	51.80	66.75	53.25	68.60	2.8%	2.8%	
All Courts Junior without lights off peak	Discretionary	26.45	34.00	27.20	34.95	2.8%	2.8%	
<b>Tennis Court (per 55 minutes)</b>								
Adult without lights	Discretionary	8.55	11.05	8.80	11.35	2.9%	2.7%	
Junior without lights	Discretionary	4.30	5.50	4.40	5.65	2.3%	2.8%	
Adult with lights	Discretionary	10.70	13.80	11.00	14.20	2.8%	2.9%	
Junior with lights	Discretionary	5.45	7.05	5.60	7.25	2.8%	2.8%	

## FEES &amp; CHARGES

## APPENDIX 3

LEISURE (Non SCLT facilities)	Statutory or Discretionary	Fee for 2017/18	Fee for 2017/18	Fee for 2018/19	Fee for 2018/19	% Increase MEMBERS	% Increase NON MEMBERS	Notes
		MEMBERS	NON MEMBERS	MEMBERS	NON MEMBERS			
<b>Football Pitches per match</b>								
Adult Pitch	Discretionary	56.65	72.90	59.50	76.55	5.0%	5.0%	
Youth Pitch	Discretionary	42.25	54.40	44.35	57.10	5.0%	5.0%	
Junior Pitch	Discretionary	27.95	35.95	29.35	37.75	5.0%	5.0%	
Mini Football Pitch	Discretionary	17.60	22.70	18.50	23.85	5.1%	5.1%	
Football Training Adult	Discretionary	31.45	40.55	32.35	41.70	2.9%	2.8%	
Football Training Junior	Discretionary	15.35	19.80	15.80	20.35	2.9%	2.8%	
<b>Rugby Pitches per match</b>								
Adult Pitch	Discretionary	56.65	72.90	59.50	76.55	5.0%	5.0%	
Youth Pitch	Discretionary	28.25	36.40	29.65	38.20	5.0%	4.9%	
<b>Changing Rooms</b>								
Adult group	Discretionary	23.15	29.75	23.80	30.60	2.8%	2.9%	
Junior group	Discretionary	11.35	14.60	11.65	15.00	2.6%	2.7%	
<b>Room Hire</b>								
Adult per hour	Discretionary	13.65	17.60	14.05	18.10	2.9%	2.8%	
<b>Birthday Parties</b>								
1 Hour (no party room)	Discretionary	67.00	86.20	68.90	88.60	2.8%	2.8%	
1½ Hour (with party room)	Discretionary	80.35	103.35	82.60	106.25	2.8%	2.8%	
1½ Hour (no party room)	Discretionary	84.35	108.50	86.70	111.55	2.8%	2.8%	
2 Hour (with party room)	Discretionary	93.80	120.65	96.45	124.05	2.8%	2.8%	
<b>Classes</b>								
Adult Yoga/Pilates/Circuits (per hour)	Discretionary	4.50	5.65	4.50	5.65	0.0%	0.0%	
Junior Yoga/Pilates/Circuits (per hour)	Discretionary	2.25	2.80	2.25	2.80	0.0%	0.0%	
Junior Gymnastics Class (1½ hours)	Discretionary	4.50	5.65	4.50	5.65	0.0%	0.0%	
Junior Trampoline Class (per hour)	Discretionary	3.35	4.20	3.35	4.20	0.0%	0.0%	
<b>Equipment Hire</b>								
Hire Badminton	Discretionary	2.25	2.90	2.30	3.00	2.2%	3.4%	
Hire Tennis Racket	Discretionary	2.25	2.90	2.30	3.00	2.2%	3.4%	
<b>Sundries for purchase</b>								
Tea, Coffee & Biscuits (per person)	Discretionary	1.45	1.85	1.50	1.90	3.4%	2.8%	
Tennis Balls (per tube)	Discretionary	7.30	9.40	7.50	9.65	2.8%	2.7%	
Football	Discretionary	9.65	12.40	9.90	12.75	2.6%	2.8%	
Shuttlecock	Discretionary	1.20	1.60	1.25	1.65	4.2%	3.1%	
Headphones	Discretionary	2.30	2.95	2.35	3.05	2.2%	3.4%	
<b>Membership fees</b>								
Individual Monthly D/D	Discretionary	22.00	N/A	22.00	N/A	0.0%	N/A	
Joint Monthly D/D	Discretionary	40.00	N/A	40.00	N/A	0.0%	N/A	
Annual Individual fee	Discretionary	220.00	N/A	220.00	N/A	0.0%	N/A	
<b>Membership includes; fitness suite &amp; fitness classes during community time</b>								
Monthly Card Adult	Discretionary	30.00	37.50	30.00	37.50	0.0%	0.0%	
Monthly Card Junior	Discretionary	15.00	18.75	15.00	18.75	0.0%	0.0%	
<b>Monthly Card includes; fitness suite &amp; fitness classes during community time</b>								
Junior Play & Pay	Discretionary	1.00	N/A	1.00	N/A	0.0%	N/A	



## FEES &amp; CHARGES

## APPENDIX 3

LEISURE (Non SCLT facilities)	Statutory or Discretionary	Fee for 2017/18	Fee for 2017/18	Fee for 2018/19	Fee for 2018/19	% Increase MEMBERS	% Increase NON MEMBERS	Notes
		MEMBERS	NON MEMBERS	MEMBERS	NON MEMBERS			
<b>Much Wenlock Leisure Centre</b>								
<b>Sports Hall &amp; Gymnasium</b>								
Whole Main Sports Hall	Discretionary	41.80	53.80	42.95	55.30	2.8%	2.8%	
Half Main Sports Hall	Discretionary	21.10	27.10	21.70	27.85	2.8%	2.8%	
Badminton Court	Discretionary	10.00	12.95	10.30	13.30	3.0%	2.7%	
Gymnasium room hire	Discretionary	21.00	27.10	21.60	27.85	2.9%	2.8%	
<b>Equipment Hire</b>								
Hire Badminton/Tennis Racket	Discretionary	2.55	3.20	2.60	3.30	2.0%	3.0%	
Buy Shuttlecock	Discretionary	1.30	1.60	1.35	1.65	3.8%	3.1%	
Hire Football / basketball / Netball	Discretionary	1.55	1.95	1.60	2.00	3.2%	2.6%	
<b>Fitness Suite</b>								
Room Hire	Discretionary	33.35	N/A	34.28	N/A	2.8%	N/A	
Adult Induction	Discretionary	11.25	N/A	11.25	N/A	0.0%	N/A	
Youth Induction (16yrs - 18yrs)	Discretionary	5.60	N/A	5.60	N/A	0.0%	N/A	
Adult Session	Discretionary	5.00	N/A	5.00	N/A	0.0%	N/A	
Adult Session - Concessionary	Discretionary	2.50	N/A	2.50	N/A	0.0%	N/A	
Youth Session (16yrs - 18yrs)	Discretionary	2.45	N/A	2.45	N/A	0.0%	N/A	
Youth Session (16yrs - 18yrs) - Concessionary	Discretionary	1.25	N/A	1.25	N/A	0.0%	N/A	
60+ Session	Discretionary	3.20	4.05	3.20	4.05	0.0%	0.0%	
60+ Session - Concessionary	Discretionary	2.15	N/A	2.15	N/A	0.0%	N/A	
<b>Fitness Classes</b>								
Adult Session	Discretionary	4.30	5.35	4.30	5.35	0.0%	0.0%	
Adult Session - Concessionary	Discretionary	2.15	N/A	2.15	N/A	0.0%	N/A	
Junior Session (16yrs - 18yrs)	Discretionary	2.10	2.55	2.10	2.55	0.0%	0.0%	
Junior Session (16yrs - 18yrs) - Concessionary	Discretionary	1.05	N/A	1.05	N/A	0.0%	N/A	
60+ Casual Session	Discretionary	3.20	4.05	3.20	4.05	0.0%	0.0%	
60+ Casual Session - Concessionary	Discretionary	2.15	N/A	2.15	N/A	0.0%	N/A	
<b>Changing Rooms</b>								
Adult group	Discretionary	22.30	28.70	22.30	28.70	0.0%	0.0%	
Junior group	Discretionary	10.80	13.90	11.10	13.90	2.8%	0.0%	
<b>POOL FACILITIES</b>								
<b>Public Swimming</b>								
Adult Swim	Discretionary	4.30	5.50	4.45	5.65	3.5%	2.7%	
Adult Swim - Concessionary	Discretionary	2.15	N/A	2.20	N/A	2.3%	N/A	
Junior Swim	Discretionary	2.20	2.85	2.25	2.95	2.3%	3.5%	
Junior Swim - Concessionary	Discretionary	1.10	N/A	1.15	N/A	4.5%	N/A	
60+ Casual Session	Discretionary	3.25	3.50	3.35	3.60	3.1%	2.9%	
60+ Casual Session - Concessionary	Discretionary	2.20	N/A	2.25	N/A	2.3%	N/A	
Inflataplay Adult	Discretionary	4.95	6.35	5.10	6.55	3.1%	3.1%	
Junior Inflataplay - Concessionary	Discretionary	2.75	N/A	2.83	N/A	2.8%	N/A	
Inflataplay Junior	Discretionary	2.95	3.80	3.05	3.90	3.4%	2.6%	
Junior Inflataplay - Concessionary	Discretionary	1.50	N/A	1.55	N/A	3.3%	N/A	
60+ Inflataplay	Discretionary	4.40	5.60	4.50	5.75	2.3%	2.7%	
60+ Inflataplay - Concessionary	Discretionary	2.20	N/A	2.25	N/A	2.3%	N/A	
<b>Swimming - Activity Classes</b>								
Adult Aqua Aerobics	Discretionary	4.30	5.40	4.30	5.40	0.0%	0.0%	
Adult Aqua Aerobics - Concessionary	Discretionary	2.15	N/A	2.15	N/A	0.0%	N/A	
Junior Aerobics / Fit Swim (16yrs - 18yrs)	Discretionary	2.15	2.70	2.15	2.70	0.0%	0.0%	
Junior Aerobics / Fit Swim (16yrs - 18yrs) - Concessionary	Discretionary	1.05	N/A	1.05	N/A	0.0%	N/A	
60+ Aerobics / Fit Swim	Discretionary	3.20	4.00	3.20	4.00	0.0%	0.0%	
60+ Aerobics / Fit Swim - Concessionary	Discretionary	2.15	N/A	2.15	N/A	0.0%	N/A	
<b>Children's Parties</b>								
Sports Hall Party (55mins)	Discretionary	67.95	87.40	69.85	89.85	2.8%	2.8%	
Sports Hall Party (90mins)	Discretionary	101.95	131.15	104.80	134.80	2.8%	2.8%	
Pool Party with Inflatable (55mins)	Discretionary	102.50	131.95	105.35	135.65	2.8%	2.8%	
Pool Party with Inflatable (90mins)	Discretionary	114.80	147.75	118.00	151.90	2.8%	2.8%	
Pool Party Pool Only (55mins)	Discretionary	85.10	109.50	87.50	112.55	2.8%	2.8%	
Pool Party Pool Only (90mins)	Discretionary	106.20	136.65	109.15	140.50	2.8%	2.8%	
<b>Swimming Pool Hire</b>								
Pool only Adult	Discretionary	85.10	109.50	87.50	112.55	2.8%	2.8%	
Lane hire	Discretionary	16.10	20.70	16.55	21.30	2.8%	2.9%	

**FEES & CHARGES**

**APPENDIX 3**

LEISURE (Non SCLT facilities)	Statutory or Discretionary	Fee for 2017/18	Fee for 2017/18	Fee for 2018/19	Fee for 2018/19	% Increase	% Increase	Notes
		MEMBERS	NON MEMBERS	MEMBERS	NON MEMBERS	MEMBERS	NON MEMBERS	
<b>OUTDOOR FACILITIES</b>								
<b>Artificial Turf Pitch (not floodlit)</b>								
Whole Pitch Adult	Discretionary	70.10	90.20	72.05	92.70	2.8%	2.8%	
Half Pitch Adult	Discretionary	35.10	45.15	36.10	46.40	2.8%	2.8%	
1/3 Pitch Adult	Discretionary	27.30	35.10	28.05	36.05	2.7%	2.7%	
<b>Athletics Track (not floodlit)</b>								
Whole Track Adult (exclusive access)	Discretionary	40.80	52.40	41.95	53.85	2.8%	2.8%	
Whole Track Junior (exclusive access)	Discretionary	19.85	25.50	20.40	26.20	2.8%	2.7%	
Pay & Play Adult (per person)	Discretionary	4.80	6.15	4.95	6.30	3.1%	2.4%	
Pay & Play Junior (per person)	Discretionary	2.25	2.90	2.30	3.00	2.2%	3.4%	
<b>Multi Use Games Area (floodlit)</b>								
Full MUGA Adult without lights	Discretionary	57.45	73.90	59.05	75.95	2.8%	2.8%	
Full MUGA Junior without lights	Discretionary	28.70	36.95	29.50	38.00	2.8%	2.8%	
Full MUGA Adult with lights	Discretionary	73.45	94.50	75.50	97.15	2.8%	2.8%	
Full MUGA Junior with lights	Discretionary	36.70	47.25	37.75	48.55	2.9%	2.8%	
Netball/5-a-side Court Adult without lights	Discretionary	20.10	25.90	20.65	26.65	2.7%	2.9%	
Netball/5-a-side Court Junior without lights	Discretionary	10.10	12.95	10.40	13.30	3.0%	2.7%	
Netball/5-a-side Court Adult with lights	Discretionary	29.60	38.10	30.45	39.15	2.9%	2.8%	
Netball/5-a-side Court Junior with lights	Discretionary	14.80	19.10	15.20	19.65	2.7%	2.9%	
7-a-side Court Adult without lights	Discretionary	37.95	48.85	39.00	50.20	2.8%	2.8%	
7-a-side Court Junior without lights	Discretionary	18.95	24.40	19.50	25.05	2.9%	2.7%	
7-a-side Court Adult with lights	Discretionary	47.30	60.90	48.60	62.60	2.7%	2.8%	
7-a-side Court Junior with lights	Discretionary	23.60	30.40	24.25	31.25	2.8%	2.8%	
Tennis Court Adult without lights	Discretionary	9.45	12.20	9.70	12.55	2.6%	2.9%	
Tennis Court Junior without lights	Discretionary	4.80	6.15	4.95	6.35	3.1%	3.3%	
Tennis Court Adult with lights	Discretionary	11.80	15.15	12.15	15.55	3.0%	2.6%	
Tennis Court Junior with lights	Discretionary	5.90	7.60	6.05	7.80	2.5%	2.6%	
<b>Football Pitches per match</b>								
Junior Pitch	Discretionary	27.95	36.00	28.75	37.00	2.9%	2.8%	
Football Training Junior	Discretionary	15.40	19.75	15.85	20.30	2.9%	2.8%	

**FEES & CHARGES**

**APPENDIX 3**

LEISURE (Non SCLT facilities)	Statutory or Discretionary	Fee for 2017/18	Fee for 2017/18	Fee for 2018/19	Fee for 2018/19	% Increase	% Increase	Notes
		MEMBERS	NON MEMBERS	MEMBERS	NON MEMBERS	MEMBERS	NON MEMBERS	
<b>INDOOR FACILITIES</b>								
<b>Main Sports Hall</b>								
Whole Main Sports Hall	Discretionary	31.50	40.40	32.40	41.55	2.9%	2.8%	
Half Main Sports Hall	Discretionary	16.85	21.70	17.30	22.30	2.7%	2.8%	
Badminton Court	Discretionary	7.55	9.70	7.75	9.95	2.7%	2.6%	
Gymnasium room hire	Discretionary	16.85	21.70	17.30	22.30	2.7%	2.8%	
<b>Fitness Suite</b>								
Adult Session	Discretionary	3.90	N/A	3.90	N/A	0.0%	N/A	
Adult Session - Concessionary	Discretionary	2.55	N/A	2.55	N/A	0.0%	N/A	
Youth Session (16yrs - 18yrs)	Discretionary	2.00	N/A	2.00	N/A	0.0%	N/A	
Youth Session (16yrs - 18yrs) - Concessionary	Discretionary	1.30	N/A	1.30	N/A	0.0%	N/A	
60+ Session	Discretionary	3.15	N/A	3.15	N/A	0.0%	N/A	
60+ Session - Concessionary	Discretionary	1.70	N/A	1.70	N/A	0.0%	N/A	
<b>Artificial Turf Pitch (not floodlit)</b>								
Whole Pitch Adult	Discretionary	57.80	74.55	59.40	76.55	2.8%	2.7%	
Half Pitch Adult	Discretionary	28.95	37.30	29.75	38.35	2.8%	2.8%	
1/3 Pitch Adult	Discretionary	22.45	28.90	23.05	29.70	2.7%	2.8%	
<b>Membership fees</b>								
Individual Monthly D/D	Discretionary	28.95	N/A	28.95	N/A	0.0%	N/A	
Individual Monthly D/D Swimming or Fitness Suite only	Discretionary	20.00	N/A	20.00	N/A	0.0%	N/A	
Joint Monthly D/D	Discretionary	52.95	N/A	52.95	N/A	0.0%	N/A	
Annual Individual fee	Discretionary	274.60	N/A	274.60	N/A	0.0%	N/A	
<i>Membership includes; casual swim, fitness suite &amp; fitness classes during community time</i>								
Monthly Card	Discretionary	43.25	N/A	43.25	N/A	0.0%	N/A	
Student Monthly Card	Discretionary	21.65	N/A	21.65	N/A	0.0%	N/A	
<i>includes; casual swim, fitness suite &amp; fitness classes during community time</i>								
Junior Play & Pay	Discretionary	1.00	1.00	1.00	1.00	0.0%	0.0%	
<b>SPORTS DEVELOPMENT</b>								
<b>Seven Bridges Road Race</b>								
Pre Paid Attached Runner	Discretionary	12.00	N/A	13.50	N/A	12.5%	N/A	
Pre Paid Non Attached Runners	Discretionary	14.00	N/A	15.50	N/A	10.7%	N/A	

## FEES &amp; CHARGES

## APPENDIX 3

DEVELOPMENT MANAGEMENT	Statutory or Discretionary	Fee for 2017/18 £	Fee for 2018/19 £	Increase %	Notes
<b>DEVELOPMENT MANAGEMENT</b>					
<b>PLANNING APPLICATIONS</b> - Fees for Processing Planning Applications	Statutory	Please see website for current charges	Please see website for current charges		Planning Fees are updated in line with Statutory guidance <a href="https://new.shropshire.gov.uk/planning/.../submit-an-application/">https://new.shropshire.gov.uk/planning/.../submit-an-application/</a>
<b>BUILDING CONTROL</b>	Please see note	Please See Building Control section of the Council's Website for detailed table of charges	Please See Building Control section of the Council's Website for detailed table of charges		Shropshire Council adopts the Chartered Institute of Public Finance and Accountancy (CIPFA) guidelines on building control accounting. Fees are set in accordance with this guidance <a href="https://new.shropshire.gov.uk/building-control/applications/fees/">https://new.shropshire.gov.uk/building-control/applications/fees/</a>
<b>Hourly Rates</b>					
Building Control Surveyor (Office hours Monday to Friday 8.00-17:00)			70.00		
Building Control Surveyor (Out of hours)			105.00		
Business support.			56.00		
Completion Inspection (projects completed and occupied over 3 years). Inspection of outstanding items and issuing of completion certificate.			120.00		
Completion Inspection (Projects completed and occupied over 3 years, incomplete inspections records or application exceeds 10 years old.)			248.00		18.19 is the first year a charge is set. Previously these rates were on request. All rates are plus VAT.
Search and copy fee.					
Copying			19.20		
Certificates (per copy)			18.00		
Certificate of exemption.			35.00		
Demolition Notice (issue section 81 Notice, neighbour letters and site inspection)			126.00		
<b>LAND CHARGES</b> - Search Fees	Please see note	Please see website for current and proposed charges	Please see website for current and proposed charges		Search Fees are updated in line with Statutory guidance. As from 1.4.17 VAT, at the standard rate of 20%, will apply to CON29R and CON29O products. <a href="https://new.shropshire.gov.uk/land-charges/land-charges-fees/">https://new.shropshire.gov.uk/land-charges/land-charges-fees/</a>
<b>STREET NAMING AND NUMBERING</b> -					
Fees for Processing Applications for the creation and amendment of addresses					
Creation of a new individual address	Discretionary	35.00	37.00	5.7%	
Creation of new addresses on developments up to 25 plots – per plot	Discretionary	35.00	37.00	5.7%	
Creation of new addresses on developments of more than 25 plots up to 50 plots – per plot between 26 and 50 plots	Discretionary	25.00	27.00	8.0%	
Creation of new addresses on developments over 50 plots – per plot for plots 51 and above	Discretionary	15.00	16.00	6.7%	
Individual property renaming or renumbering	Discretionary	35.00	37.00	5.7%	
Addition of a name to a numbered property	Discretionary	35.00	37.00	5.7%	
Alterations to development after initial notification - per affected address	Discretionary	25.00	27.00	8.0%	
Confirmation of postal addresses for solicitors or conveyancers and all consultees	Discretionary	25.00	27.00	8.0%	
<b>PLANNING - OTHER</b>					
Pre planning application advice					
- Category A (Largescale Major)	Discretionary	1,750.00	1,840.00	5.1%	
- Category B (Smalscale Major)	Discretionary	1,000.00	1,050.00	5.0%	
- Category C (Minor)	Discretionary	500.00	525.00	5.0%	
- Category D (Other proposals)	Discretionary	80.00	85.00	6.3%	
- Minerals proposals - EIA Proposals	Discretionary	1,750.00	1,840.00	5.1%	
- Minerals proposals - Major Non EIA Proposals exceeding 1ha	Discretionary	1,000.00	1,050.00	5.0%	
- Minerals proposals - All other proposals	Discretionary	250.00	265.00	6.0%	
Bespoke Service (on agreement) - relevant flat rate fee plus a unit cost of:-	Discretionary	60.00	63.00	5.0%	Charge per hour for additional advice beyond that which can be delivered for the flat rate fee
Minerals and Waste Landfilling site monitoring	Discretionary	Please see website for current charges	Please see website for current charges		<a href="https://new.shropshire.gov.uk/planning/.../submit-an-application/">https://new.shropshire.gov.uk/planning/.../submit-an-application/</a>
<b>Plan Copying (including copyright fee)</b>					
- Using Planprinter (per copy)	Discretionary	26.30	30.00	14.1%	
<b>Copying of documents</b>					
- Planning Decision Notices (per copy)	Discretionary	18.40	20.00	8.7%	
- Planning Decision Notices (additional copies of same site)	Discretionary	4.60	5.00	8.7%	
<b>Tree Preservation Orders</b>					
- Copy of TPO (electronic)	Discretionary		15.00		New charging basis
- Copy of TPO (paper)	Discretionary		20.00		New charging basis
<b>Tree and hedgerow decision notices</b>					
- Copy of tree and hedgerow decision notices:	Discretionary		15.00		New charge
<b>Appeal Statements</b>					
- First 3 sheets	Discretionary	7.20	15.00	108.3%	
- Additional Sheets	Discretionary	1.20	1.50	25.0%	
Section 52's and 106's (per Legal Agreement)	Discretionary	13.80	15.00	8.7%	
Details of Listed Buildings (per copy)	Discretionary	2.70	5.00	85.2%	
Survey Maps/Large Plans (per copy)	Discretionary	9.30	10.00	7.5%	
High Hedge Complaints	Discretionary	400.00	550.00	37.5%	

## FEES &amp; CHARGES

## APPENDIX 3

DEVELOPMENT MANAGEMENT	Statutory or Discretionary	Fee for 2017/18 £	Fee for 2018/19 £	Increase %	Notes
<b>HISTORIC ENVIRONMENT</b>					
Officer time for Historic Environment Record (HER) searches (commercial clients)	Discretionary	85.00	100.00	17.6%	Per hour
Officer time for Historic Environment Record (HER) priority searches (commercial clients)	Discretionary		150.00		Per hour (New Charge)
<b>Provision of Countryside Stewardship consultation advice - middle tier responses</b>					
- Band 1 Application area 0 - 30 ha	Discretionary	35.00	Please see note		Notification by 31 March 2018
- Band 2 Application area 31 - 75 ha	Discretionary	70.00	Please see note		Rates are agreed as part of a national Service Standard agreed by Natural England, Historic England and ALGAO
- Band 3 Application area 76 - 150 ha	Discretionary	140.00	Please see note		
- Band 4 Application area 150 ha upwards	Discretionary	280.00	Please see note		
<b>Provision of Countryside Stewardship consultation advice - higher tier responses</b>					
- Band 1 Application area 0 - 30 ha	Discretionary	52.00	Please see note		Notification by 31 March 2018
- Band 2 Application area 31 - 75 ha	Discretionary	105.00	Please see note		Rates are agreed as part of a national Service Standard agreed by Natural England, Historic England and ALGAO
- Band 3 Application area 76 - 150 ha	Discretionary	210.00	Please see note		
- Band 4 Application area 150 ha upwards	Discretionary	420.00	Please see note		
<b>Mapping Services (available for any reason not just Planning related reasons)</b>					
<b>A4 Maps</b>					
<b>1:500 - Rural and Urban</b>					
- 1 Copy	Discretionary	13.80	14.20	2.9%	
- 2 Copies	Discretionary	15.10	15.60	3.3%	
- 3 Copies	Discretionary	16.40	16.90	3.0%	
- 4 Copies	Discretionary	17.70	18.20	2.8%	
- 5 Copies	Discretionary	19.00	19.60	3.2%	
- 6 Copies	Discretionary	20.30	20.90	3.0%	
- Extra Copies	Discretionary	1.40	1.50	7.1%	
<b>1:1250 - Rural and Urban</b>					
- 1 Copy	Discretionary	22.90	23.60	3.1%	
- 2 Copies	Discretionary	24.40	25.20	3.3%	
- 3 Copies	Discretionary	25.60	26.40	3.1%	
- 4 Copies	Discretionary	27.00	27.80	3.0%	
- 5 Copies	Discretionary	28.10	29.00	3.2%	
- 6 Copies	Discretionary	29.50	30.40	3.1%	
- Extra Copies	Discretionary	1.40	1.50	7.1%	
<b>1:2500 - Urban</b>					
- 1 Copy	Discretionary	59.70	61.60	3.2%	
- 2 Copies	Discretionary	61.10	63.00	3.1%	
- 3 Copies	Discretionary	62.40	64.30	3.0%	
- 4 Copies	Discretionary	63.70	65.70	3.1%	
- 5 Copies	Discretionary	65.10	67.10	3.1%	
- 6 Copies	Discretionary	66.20	68.30	3.2%	
- Extra Copies	Discretionary	1.90	2.00	5.3%	
<b>1:2500 - Rural</b>					
- 1 Copy	Discretionary	28.10	29.00	3.2%	
- 2 Copies	Discretionary	29.50	30.40	3.1%	
- 3 Copies	Discretionary	30.90	31.90	3.2%	
- 4 Copies	Discretionary	32.20	33.20	3.1%	
- 5 Copies	Discretionary	33.50	34.50	3.0%	
- 6 Copies	Discretionary	34.90	36.00	3.2%	
- Extra Copies	Discretionary	1.90	2.00	5.3%	
<b>A3 Maps</b>					
<b>1:500 - Rural and Urban</b>					
- 1 Copy	Discretionary	19.00	19.60	3.2%	
- Extra Copies	Discretionary	1.40	1.50	7.1%	
<b>1:1250 - Rural and Urban</b>					
- 1 Copy	Discretionary	41.40	42.70	3.1%	
- Extra Copies	Discretionary	1.90	2.00	5.3%	
<b>1:2500 - Urban</b>					
- 1 Copy	Discretionary	112.50	116.00	3.1%	
- Extra Copies	Discretionary	2.60	2.70	3.8%	
<b>1:2500 - Rural</b>					
- 1 Copy	Discretionary	46.70	48.10	3.0%	
- Extra Copies	Discretionary	2.60	2.70	3.8%	
<b>Photocopying Planning Permissions (and other documents requiring research and/or extraction of info)</b>					
- Copies of documents per hour (plus cost of copying)	Discretionary	50.70	52.30	3.2%	
- Hourly rate for requests for information	Discretionary	80.10	82.60	3.1%	

**FEES & CHARGES****APPENDIX 3**

<b>DEVELOPMENT MANAGEMENT</b>	<b>Statutory or Discretionary</b>	<b>Fee for 2017/18</b>	<b>Fee for 2018/19</b>	<b>Increase %</b>	<b>Notes</b>
		<b>£</b>	<b>£</b>		
<b>POLICY</b>					
<b>Shropshire CIL - Levy Rates per Square Metre:-</b>					
<b>Shrewsbury, the market towns and other key Centres</b>					
Residential Developments (use class C3) excluding affordable housing	Statutory	47.86	49.29	3%	Charge applicable to calendar year
<b>Rural - Rest of Shropshire</b>					
Residential Developments (use class C3) excluding affordable housing	Statutory	95.71	98.57	3%	Charge applicable to calendar year
<b>Self-build and Custom House building Register</b>					
Initial annual fee (to be included in the register)	Discretionary		30.00		New register required by the Self-build and Custom Housebuilding Act 2015 (as amended by the Housing and Planning Act 2016)
Renewal fee	Discretionary		15.00		
Workshop (to include self build guidance, support and signposting) per delegate	Discretionary		120.00		
<b>LOCAL PLAN RELATED</b>					
Core Strategy	Discretionary	41.00	41.00	0%	
Site Allocations and Management of Development (SAMDev Plan)	Discretionary	150.00	150.00	0%	
Annual Monitoring report	Discretionary	30.00	30.00	0%	
Objectively Assessed Need for Housing	Discretionary	95.00	95.00	0%	
Supplementary Planning Documents	Discretionary	20.00	20.00	0%	
Statement of Community Involvement	Discretionary	10.00	10.00	0%	
Printed copies of any other planning policy or evidence base documents (per page)	Discretionary	0.10	0.10	0%	

**FEES & CHARGES****APPENDIX 3**

<b>ENVIRONMENTAL MAINTENANCE</b>	<b>Statutory or Discretionary</b>	<b>Fee for 2017/18</b>	<b>Fee for 2018/19</b>	<b>Increase %</b>	<b>Notes</b>
		<b>£</b>	<b>£</b>		
<b>Alterations to the Highway</b>					
Advisory disabled bay	Discretionary	275.00	275.00	0.0%	
H bar markings	Discretionary	330.00	345.00	4.5%	
Double H bar markings	Discretionary	330.00	345.00	4.5%	
Mirrors	Discretionary	600.00	630.00	5.0%	
Brown tourism signs	Discretionary	at cost	at cost		
<b>Other Charges</b>					
Traffic data - historic data on record	Discretionary	150.00	155.00	3.3%	
Automatic traffic counter data and report	Discretionary	750.00	780.00	4.0%	
Highway accident data	Discretionary	150.00	155.00	3.3%	
Advertising Banners (Shrewsbury approaches)	Discretionary	275.00	300.00	9.1%	2 week slot
<b>Dog Control</b>					
Collection fee for stray dogs	Statutory	25.00	25.00	0.0%	
Release/Admin fee (plus costs - like for like)	Discretionary	45.00	47.00	4.4%	
<b>Re-Offending Penalty Charge:</b>					
- Incident No. 2	Discretionary	16.00	17.00	6.3%	
- Incident No. 3	Discretionary	30.00	31.00	3.3%	
- Incident No. 4	Discretionary	44.00	46.00	4.5%	
<b>ABANDONED VEHICLES</b>					
<b>On road, upright not damaged</b>					
- Removal of Vehicle-On road (less than 3.5 tonnes)	Statutory	150.00	150.00	0.0%	Fee set by DfT
- Removal of Vehicle-On road (3.5 to 7.5 tonnes)	Statutory	200.00	200.00	0.0%	Fee set by DfT
- Removal of Vehicle-On road (7.5 to 18 tonnes)	Statutory	350.00	350.00	0.0%	Fee set by DfT
- Removal of Vehicle-On road (more than 18 tonnes)	Statutory	350.00	350.00	0.0%	Fee set by DfT
<b>On road damaged or not upright</b>					
- Removal of Vehicle-On road, damaged (less than 3.5 tonnes)	Statutory	250.00	250.00	0.0%	Fee set by DfT
- Removal of Vehicle-On road, damaged (3.5 to 7.5 tonnes)	Statutory	650.00	650.00	0.0%	Fee set by DfT
- Removal of Vehicle-On road, damaged (7.5 to 18 tonnes)	Statutory	Unladen £2000, Laden £3000	Unladen £2000, Laden £3000	0.0%	Fee set by DfT
- Removal of Vehicle-On road, damaged (more than 18 tonnes)	Statutory	Unladen £3000, Laden £4500	Unladen £3000, Laden £4500	0.0%	Fee set by DfT
<b>Off road, upright not damaged</b>					
- Removal of Vehicle-off road (less than 3.5 tonnes)	Statutory	200.00	200.00	0.0%	Fee set by DfT
- Removal of Vehicle-off road (3.5 to 7.5 tonnes)	Statutory	400.00	400.00	0.0%	Fee set by DfT
- Removal of Vehicle-off road (7.5 to 18 tonnes)	Statutory	Unladen £1000, Laden £1500	Unladen £1000, Laden £1500	0.0%	Fee set by DfT
- Removal of Vehicle-off road (more than 18 tonnes)	Statutory	Unladen £1500, Laden £2000	Unladen £1500, Laden £2000	0.0%	Fee set by DfT
<b>Off road damaged or not upright</b>					
- Removal of Vehicle-off road, damaged (less than 3.5 tonnes)	Statutory	300.00	300.00	0.0%	Fee set by DfT
- Removal of Vehicle-off road, damaged (3.5 to 7.5 tonnes)	Statutory	850.00	850.00	0.0%	Fee set by DfT
- Removal of Vehicle-off road, damaged (7.5 to 18 tonnes)	Statutory	Unladen £3000, Laden £4500	Unladen £3000, Laden £4500	0.0%	Fee set by DfT
- Removal of Vehicle-off road, damaged (more than 18 tonnes)	Statutory	Unladen £4500, Laden £6000	Unladen £4500, Laden £6000	0.0%	Fee set by DfT
Storage of Vehicle (per day) two wheeled	Statutory	10.00	10.00	0.0%	Fee set by DfT
Storage of Vehicle (per day) less than 3.5 tonnes	Statutory	20.00	20.00	0.0%	Fee set by DfT
Storage of Vehicle (per day) 3.5 to 7.5 tonnes	Statutory	25.00	25.00	0.0%	Fee set by DfT
Storage of Vehicle (per day) 7.5 to 18 tonnes	Statutory	30.00	30.00	0.0%	Fee set by DfT
Storage of Vehicle (per day) more than 18 tonnes	Statutory	35.00	35.00	0.0%	Fee set by DfT
Disposal of Vehicle - two wheeled	Statutory	50.00	50.00	0.0%	Fee set by DfT
Disposal of Vehicle - less than 3.5 tonnes	Statutory	75.00	75.00	0.0%	Fee set by DfT
Disposal of Vehicle - 3.5 to 7.5 tonnes	Statutory	100.00	100.00	0.0%	Fee set by DfT
Disposal of Vehicle - 7.5 to 18 tonnes	Statutory	125.00	125.00	0.0%	Fee set by DfT
Disposal of Vehicle - more than 18 tonnes	Statutory	150.00	150.00	0.0%	Fee set by DfT

**FEES & CHARGES**

**APPENDIX 3**

HIGHWAYS & TRANSPORT	Discretionary or Statutory	Fee for 2017/18 £	Fee for 2018/19 £	Increase %	Notes
<b>HIGHWAYS</b>					
<b>Licences (per application)</b>					
<b>Charge for road closure:-</b>					
- Road Closure by Temporary Notice	Discretionary	1,150.00	1,150.00	0.0%	
- Extension to Temporary Notice Road Closure	Discretionary	750.00	750.00	0.0%	
- Road Closure by Temporary Order	Discretionary	1,600.00	1,600.00	0.0%	
- Extension to Temporary Order Road Closure	Discretionary	750.00	750.00	0.0%	
New apparatus	Discretionary	370.00	400.00	8.1%	
Existing apparatus	Discretionary	370.00	400.00	8.1%	
Boring	Discretionary	310.00	310.00	0.0%	
Skip permit	Discretionary	115.00	115.00	0.0%	
Extension to skip permit	Discretionary	100.00	100.00	0.0%	
Illegal Skip permit	Discretionary	250.00	260.00	4.0%	
Scaffold permit	Discretionary	115.00	140.00	21.7%	
Extension to scaffold permit	Discretionary	100.00	100.00	0.0%	
Illegal Scaffold Permit	Discretionary	250.00	290.00	16.0%	
Temporary excavations	Discretionary	370.00	400.00	8.1%	
Building materials	Discretionary	115.00	115.00	0.0%	
Skip bags	Discretionary	115.00	115.00	0.0%	
Temporary signage	Discretionary	90.00	90.00	0.0%	Per 6 months
Temporary signage extension	Discretionary	85.00	85.00	0.0%	
<b>S184 - Vehicular Access</b>					
Conveyancing queries / Notice of conformity	Discretionary	-	110.00		
Single Residential Access	Discretionary	150.00	170.00		
Commercial or Agricultural Access	Discretionary	300.00	450.00		
Commercial bell-mouth access (U or C Road)	Discretionary		1,200.00		
Commercial bell-mouth access (A or B Road or Traffic Sensitive)	Discretionary		1,600.00		
Residential dropped kerb access up to 3 properties (or equivalent traffic use)	Discretionary		750.00		
Residential dropped kerb access 4-10 properties (or equivalent traffic use)	Discretionary		1,000.00		
Residential bell-mouth access up to 3 properties (or equivalent traffic use)	Discretionary		1,200.00		
Residential bell-mouth access 4-10 properties (or equivalent traffic use)	Discretionary		1,400.00		
Residential bell-mouth access >10 properties (or equivalent traffic use)	Discretionary	£500 or more	1,600.00		New fee structure
Housing development (>10 properties U or C Road)	Discretionary		1,650.00		
Commercial bell-mouth access (in lieu of S278)	Discretionary		1,900.00		
Housing development (>10 properties A or B Road)	Discretionary		2,000.00		
Construction Access to facilitate the start of development sites with a S278 or S38 agreed in principle	Discretionary		2,100.00		
NRSWA sample inspections	Statutory	50.00	50.00	0.0%	
Sample inspection defects	Statutory	47.50	47.50	0.0%	
Third party defect notifications	Statutory	68.00	68.00	0.0%	
Coring defects	Discretionary	300.00	310.00	3.3%	HAUC guidance used
Section 74 contractor overrun charges	Statutory	As per Statutory Guidance	As per Statutory Guidance		
<b>PUBLIC TRANSPORT</b>					
<b>Operator fee per departure from Bus Station</b>					
-Shrewsbury	Discretionary	0.50	0.52	4.0%	
-Oswestry	Discretionary	0.50	0.52	4.0%	
-Market Drayton	Discretionary	0.35	0.36	2.9%	
Sale of railcards (each)	Discretionary	9.00	10.00	11.1%	

**FEES & CHARGES**

**APPENDIX 3**

HIGHWAYS & TRANSPORT	Discretionary or Statutory	Fee for 2017/18 £	Fee for 2018/19 £	Increase %	Notes	
<p><b>Car Parking Charges (On and Off Street)</b>                      - A new parking strategy has been approved by Cabinet for a phased implementation in 2018/19. Summary details (please refer to the parking strategy for full detail):-</p>						
<p>- Charge per hour:-</p>						
Band 1 Parking	Discretionary		2.50		Full details of the parking strategy can be found at:-  <a href="http://www.shropshire.gov.uk/committee-services/documents/s17612/Parking%20Strategy.pdf">www.shropshire.gov.uk/committee-services/documents/s17612/Parking%20Strategy.pdf</a>	
Band 2 Parking	Discretionary		1.80			
Band 3 Parking	Discretionary		1.00			
Band 4 Parking	Discretionary		0.70			
Band 5 Parking	Discretionary		0.50			
Band 6 Parking	Discretionary		0.30			
Band 7 Parking	Discretionary		free			
<p><b>Band 1</b> Shrewsbury On Street</p>						
<p><b>Band 2</b> Quarry Swimming &amp; Fitness Centre - Shrewsbury Ludlow On-Street (Red Zone) - Bridge Street - Shrewsbury St Austin's - Shrewsbury Raven Meadows - Shrewsbury</p>						
<p><b>Band 3</b> St Julian's Friars - Shrewsbury Castle Street - Ludlow Listley Street North &amp; South - Bridgnorth Sainsbury's - Bridgnorth Festival Square - Oswestry Mereside On-Street - Ellesmere</p>						
<p><b>Band 4</b> Riverside - Bridgnorth Beatrice Street - Oswestry Frankwell Main, Riverside &amp; Quay - Shrewsbury Smithfield - Bridgnorth Ludlow On Street (Blue Zone) - Ludlow Back Lane - Much Wenlock</p>						
<p><b>Band 5</b> Galdeford Zone A - Ludlow Frogmore Road - Market Drayton Easthope Road - Church Stretton Queen Street - Market Drayton Abbey Foregate - Shrewsbury St Mary's Lane - Much Wenlock Falcons Court - Much Wenlock Pepper Street - Whitchurch Castle Hill - Whitchurch</p>						
<p><b>Band 6</b> Innage Lane - Bridgnorth Sewern Street - Bridgnorth Galdeford Zone B - Ludlow Oswald Road - Oswestry Towers Lawn 1 &amp; 2 - Market Drayton Smithfield - Ludlow Oak Street - Oswestry Newtown - Whitchurch St John's Street - Whitchurch Brownlow Street - Whitchurch New Road - Much Wenlock Talbot, Cross, Spar bridge - Ellesmere High Street - Wem Leek Street - Wem Mill Street - Wem Prees Heath HGV/Coach/Cars - Prees Heath Crossways - Church Stretton</p>						
<p><b>Band 7</b> Newport Road - Market Drayton Gobowen Station - Gobowen Crown Hotel, High Street - Albrighton Church Street - Bishops Castle Harley Jenkins - Bishops Castle Dark Lane - Broseley Clun - Clun Lloyd Street - Oswestry High Street - Highley Auction Yard - Bishops Castle Bridgnorth Road - Broseley Childe Road East &amp; West - Cleobury Mortimer Corvedale Road - Craven Arms Newington Way - Craven Arms Gatacre - Oswestry Sherrymill Hill - Whitchurch Church Street - Prees</p>						
<p>A cap is applied to the tariff rates after 8 hours on Bands 4, 5 and 6 and Raven Meadows multi storey.                      The hours of charging using linear tariffs will be extended until 8.00pm on all Bands 1 and 2 car parks and on Frankwell Main, Riverside &amp; Quay car parks.                      The opening hours in Raven Meadows multi storey car park will be extended to 24 hours a day, 7 days a week and will include a 3-hour cap on the linear tariff of 3 hours for parking periods between the hours of 8.00pm and 8.00am.                      A trade's person waiver is available at £20 per waiver.                      Weekly parking tickets are available (some restrictions)                      Off-street resident's car park permits are available (some restrictions)                      Season tickets are available (some restrictions)                      Free parking on Sundays and Bank holidays on Bands 4, 5, 6                      Concession of 50% on Sunday and Bank holidays on Bands 2 &amp; 3 car parks except for Raven Meadows, Shrewsbury where a flat rate of £1.50 for up to 10 hours on Sundays and Bank holidays.</p>						
<p><b>Carpark 'Lock in Fees':-</b></p>						
- Ravens Meadow Multi Storey Car Park	Discretionary	40.00	50.00	25.0%	Plus VAT	
- Meole Brace Park and Ride	Discretionary	40.00	50.00	25.0%	Plus VAT	
- Oxon Park and Ride	Discretionary	40.00	50.00	25.0%	Plus VAT	



## FEES &amp; CHARGES

## APPENDIX 3

OUTDOOR RECREATION	Statutory or Discretionary	Fee for 2017/18 £	Fee for 2018/19 £	% Increase	Notes
<b>COUNTRYSIDE ACCESS</b>					
Guided walk adult	Discretionary	3.50	4.50	28.6%	
Guided walk Child (under 16's)	Discretionary	2.00	2.50	25.0%	
Children's school holiday events	Discretionary	4.00	4.00	0.0%	
Car parking charges countryside sites (all day)	Discretionary	2.20	2.30	4.5%	
Car parking charges countryside sites (2 hours)	Discretionary		1.20	n/a	New
School Visits per hour per Ranger	Discretionary	35.00	37.00	5.7%	
Birthday Parties @ Severn Valley Country Park	Discretionary	130.00	140.00	7.7%	
Room Hire at SVCP (insurance extra)	Discretionary	130.00	140.00	7.7%	
Fishing Fees at The Mere	Discretionary	5.00	5.00	0.0%	
Community room hire at Mere Wardens Bungalow (per hour)	Discretionary	14.00	15.00	7.1%	
Community room hire at Mere Wardens Bungalow (per day)	Discretionary	70.00	80.00	14.3%	
Memorial bench	Discretionary	450.00	475.00	5.6%	
Adopt a bench	Discretionary	50.00	60.00	20.0%	
Use of Countryside Sites for commercial filming (1 day)	Discretionary	200.00	250.00	25.0%	
Use of Countryside Sites for commercial filming (per hour)	Discretionary	60.00	70.00	16.7%	
Sponsor a fruit tree	Discretionary	60.00	60.00	0.0%	
Bags of firewood at SVCP	Discretionary	3.50	3.50	0.0%	
Hire of Countryside Sites for commercial events per day (not incl facilities)	Discretionary	200.00	250.00	25.0%	
Hire of Countryside Sites for community events per day (not incl facilities)	Discretionary	70.00	70.00	0.0%	
Shropshire's Great Outdoors Membership Scheme - (Annual Payment)	Discretionary	36.00	36.00	0.0%	
Shropshire's Great Outdoors Membership Scheme - (Monthly Direct Debit)	Discretionary	3.00	3.00	0.0%	
<b>Public Path Order - Standard Charge</b>					
<b>Pre-publication</b>					
Initial investigative work	Discretionary	157.50	162.00	2.9%	
Site visit	Discretionary	210.00	216.00	2.9%	
Formal consultation letter	Discretionary	241.50	248.50	2.9%	
Officer time	Discretionary	367.50	382.00	3.9%	
Assessment of legal implications	Discretionary	78.75	81.00	2.9%	
Research into history and status of right of way	Discretionary	73.50	75.60	2.9%	
Preparation of committee reports / delegated powers report	Discretionary	262.50	270.00	2.9%	
<b>Publication</b>					
Drawing up map / legal notice	Discretionary	194.25	199.80	2.9%	
Letters to consultees	Discretionary	225.75	232.25	2.9%	
Consideration and response to statutory consultation	Discretionary	262.50	270.00	2.9%	
Drawing up statement of reasons for order	Discretionary	78.75	81.00	2.9%	
Site visit	Discretionary	157.50	162.00	2.9%	
Admin cost for advert	Discretionary	42.00	43.20	2.9%	
<b>Confirmation of Order</b>					
Negotiations of objections	Discretionary	162.75	167.50	2.9%	
Forward order to DEFRA	Discretionary	131.25	135.00	2.9%	
Final site visit	Discretionary	157.50	162.00	2.9%	
Confirmation of order	Discretionary	225.75	232.25	2.9%	
Admin costs for advertisement	Discretionary	42.00	43.20	2.9%	
Site visit	Discretionary	157.50	162.00	2.9%	
<b>Additional Charges</b>					
Officer time including extra time at site visits (per hour)	Discretionary	24.50	24.83	1.3%	In accordance with Charge out rate calculator
Additional Letters not covered by above (per letter)	Discretionary	73.50	75.60	2.9%	
Additional Visits for first hour.	Discretionary	157.50	162.00	2.9%	
Motor Rallies	Discretionary	157.50	162.00	2.9%	
Landowner Statements (Including Village Green) notices required	Discretionary	367.50	367.50	0.0%	
Landowner Statements (only) -no notices required	Discretionary	250.00	257.25	2.9%	
Landowner Statements - additional notices/site visits (per additional location)	Discretionary	157.50	162.00	2.9%	
ROW Search	Discretionary	60.00	60.00	0.0%	
Copies of legal orders	Discretionary	6.50	6.50	0.0%	
Temporary & Permanent Closures	Discretionary	1,050.00	1,080.50	2.9%	
Healthy Outdoors for Schools - Gold Rate	Discretionary		1,910.00	n/a	New charge for 18.19
Healthy Outdoors for Schools - Silver Rate	Discretionary		1,571.00	n/a	New charge for 18.19
Healthy Outdoors for Schools - Bronze Rate	Discretionary		975.00	n/a	New charge for 18.19
<b>Mapping Services</b>					
A4 Map	Discretionary	10.00	10.00	0.0%	
A3 Map	Discretionary	11.00	11.00	0.0%	
A1 Plotter	Discretionary	60.00	60.00	0.0%	
A0 Plotter	Discretionary	80.00	80.00	0.0%	
Copies of ROW documents requiring research/extraction	Discretionary	40.00	40.00	0.0%	
<b>Contracting labour rates (per hour)</b>					
C'Side Maintenance Manager	Discretionary	49.65	50.17	1.0%	
Contracts Development Officer	Discretionary	36.88	38.35	4.0%	
Area Officer	Discretionary	34.74	35.10	1.0%	
C'Side Maintenance Officer	Discretionary	24.98	25.24	1.0%	

**FEES & CHARGES**

**APPENDIX 3**

THEATRE SERVICES	Statutory or Discretionary	Fee for 2017/18 £	Fee for 2018/19 £	Increase %	Notes
<b>THEATRE SEVERN</b>					
<b>Not for Profit Organisations</b>					
- Auditorium (All charges subject to a 7% commission on Box Office income or minimum £1 per ticket venue levy)					
- Hire Per Day (Mon to Thur)					
- 1 Performance					
Daily rate :Mon - Thurs	Discretionary	1,337.00	1,377.00	3.0%	
- 2 Performances (same day)	Discretionary	1,691.00	1,742.00	3.0%	
- Hire Per Day (Fri to Sun)					
- 1 Performance					
Discretionary	Discretionary	1,560.00	1,607.00	3.0%	
- 2 Performances					
Discretionary	Discretionary	1,899.00	1,956.00	3.0%	
- Setting Up/Rehearsal Charges					
- 4 hours					
Discretionary	Discretionary	375.00	386.00	2.9%	
- 8 hours					
Discretionary	Discretionary	750.00	772.50	3.0%	
Per hour after midnight					
Discretionary	Discretionary	110.00	113.00	2.7%	
- Studio Theatre (All charges subject to a 7% commission on Box Office income or minimum £1 per ticket venue levy)					
- Hire Per Day (Mon to Thur)					
- 1 Performance					
Discretionary	Discretionary	578.00	595.00	2.9%	
- 2 Performances (same day)					
Discretionary	Discretionary	822.00	847.00	3.0%	
- Flat Floor					
Daily rate :Mon - Thurs					
Discretionary	Discretionary	926.00	954.00	3.0%	
Daily rate : Fri-Sun					
Discretionary	Discretionary	978.00	1,007.00	3.0%	
- Hire Per Day (Fri to Sun)					
- 1 Performance					
Discretionary	Discretionary	750.00	772.50	3.0%	
- 2 Performances					
Discretionary	Discretionary	988.00	1,018.01	3.0%	
- Flat Floor					
Discretionary	Discretionary	978.00	1,007.50	3.0%	
- Setting Up/Rehearsal Charges					
- 4 hours					
Discretionary	Discretionary	188.00	193.50	2.9%	
- 8 hours					
Discretionary	Discretionary	376.00	387.00	2.9%	
- Per hour after midnight					
Discretionary	Discretionary	63.00	65.00	3.2%	
- Dance Studio, Term Time Only					
- Hire Per Hour (with minimum hire being 2 hours)					
Discretionary	Discretionary	28.00	29.00	3.6%	
- Hire Per Hour for 10-17 hours per week (with minimum hire being 2 hours)					
Discretionary	Discretionary	25.50	26.50	3.9%	
- 18 or more hours per week					
Discretionary	Discretionary	22.40	23.20	3.6%	
- Haydn Smith Room					
Per day (8 hours)					
Discretionary	Discretionary	208.00	214.00	2.9%	
Per Hour (Minimum 2 hours)					
Discretionary	Discretionary	32.00	33.00	3.1%	
<b>Additional Charges</b>					
Credit Card Commission					
Discretionary	Discretionary	3.50%	3.50%	0.0%	
Merchandise / Programme Commission					
Discretionary	Discretionary	15%	15%	0.0%	
Merchandise / Programme Commission using Theatre Staff					
Discretionary	Discretionary	20%	20%	0.0%	
Performing Rights Society Charges					
Discretionary	Discretionary	POA	POA		
<b>Staffing (per Hour)-</b>					
- Extra Staff before midnight					
Discretionary	Discretionary	18.00	18.50	2.8%	
- Extra Staff after midnight					
Discretionary	Discretionary	26.00	26.75	2.9%	
- Extra Staff bank holidays					
Discretionary	Discretionary	35.00	36.00	2.9%	
Security Staff (at discretion of Theatre Management when security staff required)					
Discretionary	Discretionary	POA	POA		
Marketing Services					
Discretionary	Discretionary	POA	POA		
<b>Commercial Organisations</b>					
- Auditorium (All charges subject to 10% Box Office Commission)					
- Hire Per Day (Mon to Thur)					
- 1 Performance					
Discretionary	Discretionary	1,982.00	2,300.00	17.2%	
- 2 Performances (same day)					
Discretionary	Discretionary	2,411.00	2,750.00	14.1%	
- Hire Per Day (Fri to Sun)					
- 1 Performance					
Discretionary	Discretionary	2,227.00	2,650.00	19.0%	
- 2 Performances					
Discretionary	Discretionary	2,705.00	3,100.00	14.6%	
- Setting Up/Rehearsal Charges					
- 4 hours					
Discretionary	Discretionary	520.00	600.00	15.4%	
- 8 hours					
Discretionary	Discretionary	1,040.00	1,200.00	15.4%	
Per hour after midnight					
Discretionary	Discretionary	146.00	170.00	16.4%	
- Studio Theatre (All charges subject to 10% Box Office Commission)					
- Hire Per Day (Mon to Thur)					
- 1 Performance					
Discretionary	Discretionary	936.00	1,100.00	17.5%	
- 2 Performances (same day)					
Discretionary	Discretionary	1,301.00	1,500.00	15.3%	
- Flat Floor					
Discretionary	Discretionary	1,301.00	1,500.00	15.3%	
- Hire Per Day (Fri to Sun)					
- 1 Performance					
Discretionary	Discretionary	1,124.00	1,300.00	15.7%	
- 2 Performances					
Discretionary	Discretionary	1,451.00	1,700.00	17.2%	
- Flat Floor					
Discretionary	Discretionary	1,451.00	1,700.00	17.2%	
- Setting Up/Rehearsal Charges					
- 4 hours					
Discretionary	Discretionary	260.00	300.00	15.4%	
- 8 hours					
Discretionary	Discretionary	520.00	600.00	15.4%	
Per hour after midnight					
Discretionary	Discretionary	81.00	93.50	15.4%	
- Dance Studio, Term Time Only (Commercial Organisations)					
- Hire Per Hour (with minimum hire being 2 hours)					
Discretionary	Discretionary	32.00	33.00	3.1%	
- Hire Per Hour for 10 - 17 hours per week (with minimum hire being 2 hours)					
Discretionary	Discretionary	28.50	29.50	3.5%	
- 18 hours or more per week					
Discretionary	Discretionary	25.60	26.40	3.1%	
- Haydn Smith Room					
Per day (8 hours)					
Discretionary	Discretionary	349.00	349.00	0.0%	
Per Hour (Minimum 2 hours)					
Discretionary	Discretionary	50.00	50.00	0.0%	
<b>Additional Charges</b>					
Credit Card Commission					
Discretionary	Discretionary	3.5%	3.5%	0.0%	
Merchandise / Programme Commission					
Discretionary	Discretionary	15%	15%	0.0%	
Merchandise / Programme Commission using Theatre Staff					
Discretionary	Discretionary	20%	20%	0.0%	
Performing Rights Society Charges					
Discretionary	Discretionary	POA	POA		
<b>Staffing (per Hour)-</b>					
- Extra Staff before midnight					
Discretionary	Discretionary	25.00	25.75	3.0%	
- Extra Staff after midnight					
Discretionary	Discretionary	33.00	34.00	3.0%	
Extra staff bank holidays					
Discretionary	Discretionary	42.00	43.25	3.0%	
Security Staff (at discretion of Theatre Management when security staff required)					
Discretionary	Discretionary	POA	POA		
Marketing Services					
Discretionary	Discretionary	POA	POA		
Hire of the whole building, longer lets and / or special events - charges by negotiation					
<b>OLD MARKET HALL</b>					
Film Ticket Admission Fees					
Discretionary	Discretionary	The OMH has the discretion to vary admission charges	The OMH has the discretion to vary admission charges		

**FEES & CHARGES****APPENDIX 3**

<b>THEATRE SERVICES</b>	<b>Statutory or Discretionary</b>	<b>Fee for 2017/18</b> £	<b>Fee for 2018/19</b> £	<b>Increase %</b>	<b>Notes</b>
<b>THE SQUARE</b>					
<b>Hire Charges</b>					
Reg Charities (Mon to Thurs)	Discretionary	30.00	30.00	0.0%	
Reg Charities (Fri and Sat)	Discretionary	35.00	35.00	0.0%	
Not for Profit Organisations (Mon to Thurs)	Discretionary	60.00	60.00	0.0%	
Not for Profit Organisations (Fri and Sat)	Discretionary	65.00	65.00	0.0%	
Tech Support per Hour (min 4 Hours)	Discretionary	17.00	17.00	0.0%	
<b>Commercial</b>					
Trading (Per day) - (10% discount fro 2 consecutive days)	Discretionary	440.00	440.00	0.0%	
Non trading (Per day) - (10% discount fro 2 consecutive days)	Discretionary	210.00	210.00	0.0%	
Single Trading Pitch (Per day) - (local Business only) 12.5 m2	Discretionary	220.00	220.00	0.0%	
Single Non Trading Pitch (Per day) - (local Business only) 12.5 m3	Discretionary	105.00	105.00	0.0%	
Power Supply Install /Tech support (Per day)	Discretionary	165.00	165.00	0.0%	

## FEES &amp; CHARGES

## APPENDIX 3

VISITOR ECONOMY	Statutory or Discretionary	Fee for 2017/18 £	Fee for 2018/19 £	% Increase	Notes	
<b>VISITOR ECONOMY</b>						
<b>ACTON SCOTT</b>						
<b>Admissions</b>						
Adult 18+	Discretionary	9.00	9.00	0.0%	includes voucher for 25% discount off return visit	
Senior Citizens	Discretionary	8.00	8.00	0.0%		
Children					includes voucher for 25% discount off return visit	
- Children (5-17)	Discretionary	5.00	5.00	0.0%		
- Children (0-4)	Discretionary	Free of Charge	Free of Charge			
Family Tickets (2 Adults & up to 3 Children)	Discretionary	25.00	25.00	0.0%	includes voucher for 25% discount off return visit	
<b>Season Tickets</b>						
Adult 18+	Discretionary	20.00	20.00	0.0%		
Senior Citizens	Discretionary	17.00	17.00	0.0%		
Children						
- Children (5-17)	Discretionary	12.00	12.00	0.0%		
- Children (0-4)	Discretionary	Free of charge	Free of charge			
Family	Discretionary	50.00	50.00	0.0%		
Groups - Adults	Discretionary	7.25	7.25	0.0%		
Groups - Seniors	Discretionary	7.25	7.25	0.0%		
Groups - Children	Discretionary	5.00	5.00	0.0%		
<b>Coach Tour Admissions</b>						
Coach tour passengers	Discretionary	7.25	7.25	0.0%		
<b>Tours &amp; Talks</b>						
Guided (up to 25 people)	Discretionary	37.00	37.00	0.0%		
Introductory (up to 55 people)	Discretionary	50.00	50.00	0.0%		
<b>Education Visitors</b>						
<b>Pre-school, Playgroup &amp; Nursery Education Admissions</b>						
Child	Discretionary	3.25	3.25	0.0%		
Adult	Discretionary	3.25	3.25	0.0%		
<b>Pre-school, Playgroup &amp; Nursery Education Sessions</b>						
Various	Discretionary	55.00	55.00	0.0%		
<b>Primary Education Admissions</b>						
Child (with session)	Discretionary	3.25	3.25	0.0%		
Child (without session)	Discretionary	3.25	3.25	0.0%		
<b>Primary Education Sessions</b>						
Various	Discretionary	55.00	55.00	0.0%		
<b>Secondary Education Admissions</b>						
Child (with session)	Discretionary	3.25	3.25	0.0%		
Child (without session)	Discretionary	3.25	3.25	0.0%		
<b>Secondary Education Sessions/Talks</b>						
Sessions	Discretionary	55.00	55.00	0.0%		
Talks/Seminars	Discretionary	55.00	55.00	0.0%		
<b>LIMITED FACILITY OPEN DAYS</b>						
<b>In 'season'</b>						
- Adult (18+)	Discretionary	3.50	-	n/a	No longer provided, charged at admission prices	
- Senior	Discretionary	3.50	-	n/a		
- Child (5-17)	Discretionary	3.50	-	n/a		
- Child (0-4)	Discretionary	Free of Charge	-	n/a		
<b>Christmas</b>						
- Adult (18+)	Discretionary	3.50	-	n/a		
- Senior	Discretionary	3.50	-	n/a		
- Child (5-17)	Discretionary	3.50	-	n/a		
- Child (0-4)	Discretionary	Free of Charge	-	n/a		
<b>Out of 'season'</b>						
- Adult (18+)	Discretionary	4.25	-	n/a		
- Senior	Discretionary	4.25	-	n/a		
- Child (5-17)	Discretionary	4.25	-	n/a		
- Child (0-4)	Discretionary	Free of Charge	-	n/a		
<b>ROOM HIRE ETC</b>						
<b>Room</b>						
A 10% discount on room hire is available for return bookings in same financial year. A 10% discount is available for SC bookings. Only one discount can be applied to any booking. Other discounts may be offered to achieve best return on space*						
- New Barn - per day (or part thereof)	Discretionary	75.00	75.00	0.0%		
- Black Barn - per day (or part thereof)	Discretionary	50.00	50.00	0.0%		
Black Barn including all equipment (eg. Cookery) - per day or part thereof	Discretionary	100.00	100.00	0.0%		

## FEES &amp; CHARGES

## APPENDIX 3

VISITOR ECONOMY	Statutory or Discretionary	Fee for 2017/18 £	Fee for 2018/19 £	% Increase	Notes
<b>Ludlow Museum Resource Centre</b>					
Education Sessions (Various)	Discretionary	110.00 - 200.00	110.00 - 200.00	0.0%	
Room Hire (Various Per Day)	Discretionary	32.00	32.00	0.0%	
Room Hire (Various Per Day to Partner Organisations)	Discretionary	16.00	16.00	0.0%	
<b>MUCH WENLOCK MUSEUM</b>					
Room Hire (Per Hour))	Discretionary	10.00	10.00	0.0%	
Room Hire (Per Hour Partner Organisations)	Discretionary	5.00	5.00	0.0%	
<b>SHREWSBURY CASTLE</b>					
Weddings/ Civil Partnership Ceremonies (Circular Room & Castle Grounds)					
- Per Ceremony ( 2 hours - Saturdays )	Discretionary	550.00	650.00	18.2%	
- Per Ceremony ( 2 hours - Tuesday - Friday )	Discretionary	500.00	600.00	20.0%	
- Per Ceremony ( 2 hours - Sunday - Monday)	Discretionary	Negotiable	Negotiable		
- Steward Service	Discretionary	50.00	50.00	0.0%	
Naming Ceremony Castle					
- Per Ceremony (Saturday)	Discretionary	550.00	650.00	18.2%	
- Per Ceremony (Tuesday -Friday)	Discretionary	500.00	600.00	20.0%	
- Per Ceremony (Sunday - Monday)	Discretionary	Negotiable	Negotiable		
Adult(18+)	Discretionary	4.00	4.00	0.0%	
Concession Senior 60+)	Discretionary	3.00	3.00	0.0%	
Child (5-17)	Discretionary	1.00	1.00	0.0%	
Child (0-4)	Discretionary	Free of Charge	Free of Charge		
Child Education Visit (5-17)	Discretionary	1.00	1.00	0.0%	
Room Hire (Circular Room per hr.)	Discretionary	20.00	20.00	0.0%	
Castle Ground Event Hire per hour - guide price	Discretionary	100.00	100.00	0.0%	
Castle Grounds Hire Per Day - guide Price	Discretionary	300.00	300.00	0.0%	
Shropshire Regimental Trust Grounds Hire - per hour	Discretionary	75.00	75.00	0.0%	
Shropshire Regimental Trust Hire per day	Discretionary	250.00	250.00	0.0%	
Education Session (2 hr. Session)	Discretionary	80.00	80.00	0.0%	
Advertising (Per Week)	Discretionary	25.00	25.00	0.0%	
<b>SHREWSBURY VISITOR INFORMATION CENTRE</b>					
Bed booking service-deposit	Discretionary	10%	10%	0.0%	
Bed booking service fee	Discretionary	3.00	3.00	0.0%	
Bed booking service over telephone	Discretionary	4.00	4.00	0.0%	
Photocopying	Discretionary	0.20	0.20	0.0%	
Ticket Sales	Discretionary	5%-15%	5%-15%	0.0%	
Arts and Crafts Cabinet commission	Discretionary	20%	20%	0.0%	
Guided Walks (public) Adult	Discretionary	6.00 & 7.50	6.00 & 7.50	0.0%	
Guided Walks (public) Child	Discretionary	3.00	3.00	0.0%	
Guided Walks (private)	Discretionary	55.00	55.00	0.0%	
Guided Walks Themed (private)	Discretionary	60.00	60.00	0.0%	
Language supplement	Discretionary	POA	POA		
Talks	Discretionary	45.00	45.00	0.0%	
Coach Tours full day	Discretionary	POA	POA		
Coach Tours half day	Discretionary	POA	POA		
Supplement Cadfael Tour	Discretionary	POA	POA		
Online Booking Transaction Fee	Discretionary	0.50	0.50	0.0%	

## FEES &amp; CHARGES

## APPENDIX 3

VISITOR ECONOMY	Statutory or Discretionary	Fee for 2017/18 £	Fee for 2018/19 £	% Increase	Notes
<b>SHREWSBURY MUSEUM &amp; ART GALLERY</b>					
<b>Admissions</b>					
Adult 18+	Discretionary	4.50	4.50	0.0%	
Senior Citizens	Discretionary	4.00	4.00	0.0%	
Children (5-17)	Discretionary	2.00	2.00	0.0%	
Children (0-4)	Discretionary	Free of Charge	Free of Charge		
Essential Companion to a disabled person	Discretionary	Free of Charge	Free of Charge		
Student	Discretionary	3.60	3.00	-16.7%	
Family Day Ticket (2 Adults and up to 3 children)	Discretionary	10.00	10.00	0.0%	
Family Day Ticket (1 Adult and up to 3 children)	Discretionary	7.00	7.00	0.0%	
Museum Guided Tour (minimum 12)	Discretionary	5.00	5.00	0.0%	
Themed Events - Various	Discretionary	VARIOUS	VARIOUS		
<b>Season Tickets</b>					
Adult 18+	Discretionary	25.00	25.00	0.0%	
Two Adults	Discretionary	35.00	35.00	0.0%	
Senior Citizens	Discretionary	22.50	22.50	0.0%	
Two Senior Citizens	Discretionary	30.00	30.00	0.0%	
Children (0-4)	Discretionary	Free of Charge	Free of Charge		
Children (5-17)	Discretionary	25.00	25.00	0.0%	
Student	Discretionary	23.00	17.50	-23.9%	
Family (2 adults & 3 Children)	Discretionary	47.50	47.50	0.0%	
Family (1 adult & 3 children)	Discretionary	30.00	30.00	0.0%	
Friends of Shrewsbury Museum	Discretionary	10.00	10.00	0.0%	
<b>Be Active Season Tickets - Concessions</b>					
Adult 18+	Discretionary	20.00	20.00	0.0%	
Two Adults	Discretionary	30.00	30.00	0.0%	
Senior Citizens [ 60+]	Discretionary	17.50	17.50	0.0%	
Two Senior Citizens	Discretionary	24.00	24.00	0.0%	
Family [ 2 Adults 73 Children]	Discretionary	42.50	42.50	0.0%	
Family [ 1 Adult & 3 children]	Discretionary	25.00	25.00	0.0%	
<b>Be Active - non concession</b>					
Adult (18+)	Discretionary	3.00	3.00	0.0%	
Senior Citizen [60 +]	Discretionary	2.50	2.50	0.0%	
Student	Discretionary	2.60	2.60	0.0%	
Child [5-17]	Discretionary	2.00	2.00	0.0%	
<b>Be Active - concession</b>					
Adult	Discretionary	2.00	2.00	0.0%	
Senior Citizen [60+]	Discretionary	1.75	1.75	0.0%	
Student	Discretionary	1.80	2.00	11.1%	
Children (5-17)	Discretionary	1.00	1.00	0.0%	
<b>Group Admissions (12 or more)</b>					
Adult 18+	Discretionary	4.00	4.00	0.0%	
Senior Citizens	Discretionary	3.50	3.50	0.0%	
Children (5-17)	Discretionary	1.50	1.50	0.0%	
Children (0-4)	Discretionary	Free of Charge	Free of Charge		
<b>Pre-school, Playgroup &amp; Nursery Education Sessions</b>					
Various	Discretionary	80.00 - 250.00	80.00 - 250.00	0.0%	
<b>Primary Education Admissions</b>					
Child (with session)	Discretionary	Free of Charge	N/A		
Child (without session)	Discretionary	2.00	2.00	0.0%	
<b>Primary Education Sessions</b>					
Various Sessions (1/2/Full Day and Specialist Sessions)	Discretionary	80.00 - 250.00	80.00 - 250.00	0.0%	
<b>Secondary Education Admissions</b>					
Child (with session)	Discretionary	Free of Charge	N/A		
Child (without session)	Discretionary	2.00	2.00	0.0%	
<b>Secondary Education Sessions/Talks</b>					
Sessions	Discretionary	80.00 - 250.00	80.00 - 250.00	0.0%	

## FEES &amp; CHARGES

## APPENDIX 3

VISITOR ECONOMY	Statutory or Discretionary	Fee for 2017/18 £	Fee for 2018/19 £	% Increase	Notes
Per Class	Discretionary	individually priced to reflect cost of delivery	individually priced to reflect cost of delivery		
<b>Room Hire (POA - dependant on numbers)</b>					
Special Exhibitions Gallery (10.00 - 16.00 - Half Day Rate min 3 hours)	Discretionary	80	80	0.0%	
Special Exhibitions Gallery (10.00-16.00 minimum 2 hours - Hourly Rate)	Discretionary	POA	POA		
Special Exhibitions Gallery (16.00 - 23.00 Minimum 3 hours -Hourly Rate)	Discretionary	POA	POA		
Special Exhibitions Gallery Full Day (7 hours)	Discretionary	275.00	275.00	0.0%	
Owen Room (10.00-16.00 minimum 2 hours - Hourly Rate)	Discretionary	15.00	-	-	room no longer available
Owen Room (16.00 - 23.00 Minimum 2 hours -Hourly Rate)	Discretionary	POA	-	-	room no longer available
Owen Room Half Day (3 hours)	Discretionary	40.00	-	-	room no longer available
Owen Room Gallery Full Day (7 hours)	Discretionary	75.00	-	-	room no longer available
Balcony (10.00-16.00)* Limited Availability - Hourly Rate	Discretionary	50.00	50.00	0.0%	
Balcony (16.00- 23.00) (min 2 hrs) - Hourly Rate	Discretionary	POA	POA		
Balcony Half Day Limited Availability (3 hours)	Discretionary	125.00	125.00	0.0%	
Balcony Gallery Full Day Limited Availability (7 hours)	Discretionary	200.00	200.00	0.0%	
Vaughans (10.00-16.00 minimum 2 hours - Hourly Rate)	Discretionary	25.00	25.00	0.0%	
Vaughans (16.00 - 23.00 Minimum 2 hours -Hourly Rate)	Discretionary	POA	POA		
Vaughans Half Day (3 hours)	Discretionary	55.00	55.00	0.0%	
Vaughans Gallery Full Day (7 hours)	Discretionary	100.00	100.00	0.0%	
Walker Education [education use up to 18 years per hour]	Discretionary	12.00	12.00	0.0%	
Walker (10.00-16.00 minimum 2 hours - Hourly Rate)	Discretionary	25.00	25.00	0.0%	
Walker (16.00 - 23.00 Minimum 2 hours -Hourly Rate)	Discretionary	POA	POA		
Walker Half Day (3 hours)	Discretionary	60.00	60.00	0.0%	
Walker Gallery Full Day (7 hours)	Discretionary	110.00	110.00	0.0%	
Projector/Whiteboard	Discretionary	12.50	12.50	0.0%	
Flip Chart	Discretionary	6.00	6.00	0.0%	
*Staffing charges may need to be applied for evening events or where multiple rooms/spaces are being hired		POA	POA		
Weddings/ Civil Partnership Ceremonies					
- Per Ceremony ( 2 hours - Saturdays )	Discretionary	550.00	650.00	18.2%	
- Per Ceremony ( 2 hours - Tuesday - Friday )	Discretionary	500.00	600.00	20.0%	
- Per Ceremony ( 2 hours - Sunday - Monday)	Discretionary	Negotiable	Negotiable		
- Steward Service	Discretionary	50.00	50.00	0.0%	
Naming Ceremony					
- Per Ceremony (Saturday)	Discretionary	550.00	650.00	18.2%	
- Per Ceremony (Tuesday -Friday)	Discretionary	500.00	600.00	20.0%	
- Per Ceremony (Sunday - Monday)	Discretionary	Negotiable	Negotiable		
<b>Admission Packages/Passports</b>					
<b>SM&amp;CA</b>					
Adult 18+	Discretionary	7.00	7.00	0.0%	
Senior Citizens	Discretionary	5.50	5.50	0.0%	
Children (5-17)	Discretionary	2.50	2.50	0.0%	

## FEES &amp; CHARGES

## APPENDIX 3

VISITOR ECONOMY	Statutory or Discretionary	Fee for 2017/18 £	Fee for 2018/19 £	% Increase	Notes
<b>Archives and archaeology</b>					
<i>Reprographics</i>					
Postal handling charges, 1-5 pages	Discretionary	n/a	n/a		
Postal handling charges, 6-10 pages	Discretionary	n/a	n/a		
Postal handling charges, 11-15 pages	Discretionary	n/a	n/a		
Postal handling charges, over 15 pages	Discretionary	n/a	n/a		
Digital image file via email, low resolution	Discretionary	n/a	n/a		
<b>Consultancy, room hire</b>					
Consultancy, bespoke training, workshops, archives/archaeology	Discretionary	£120 per half day	£120 per half day	0.0%	
Commercial research	Discretionary	£0.00	£60 per hour	0.0%	£60 per hour new charge
Conservation work, basic cleaning etc.	Discretionary	£30 per hour	£30 per hour	0.0%	
Conservation work, repair work	Discretionary	£40 per hour	£40 per hour	0.0%	
Hire of Shropshire Archives for events	Discretionary	£110 per evening session plus refreshments	£110 per evening session plus refreshments	0.0%	
Group visits/outside talks	Discretionary	£45	£50	11.1%	
<b>Photography permit</b>					
Daily	Discretionary	10.00	10.00	0.0%	
Weekly	Discretionary	15.00	-		No longer offered.
Monthly	Discretionary	45.00	45.00	0.0%	
Annual	Discretionary	70.00	70.00	0.0%	
Group	Discretionary	0.00	100.00	0.0%	New charge
<b>Research/consultancy</b>					
Research/photography service	Discretionary	40 per hour	40 per hour	0.0%	
Consultancy/commercial research/photography	Discretionary	60 per hour	60 per hour	0.0%	
Short search (one item)	Discretionary	10.00	10.00	0.0%	
Advice surgeries	Discretionary	n/a	n/a		
<b>Photocopying</b>					
Printed up to A4	Discretionary	0.20	0.20	0.0%	
Printed up to A3	Discretionary	0.40	0.40	0.0%	
Archives A4	Discretionary	1.00	1.00	0.0%	
Archives A3	Discretionary	2.00	2.00	0.0%	
<b>Microform printouts</b>					
Printed A4(self service)	Discretionary	0.50	0.50	0.0%	
Printed A4 (staff)	Discretionary	1.00	1.00	0.0%	
Printed up to A3	Discretionary	1.50	1.50	0.0%	
Archives A4 or A3	Discretionary	n/a	n/a		
<b>Colour</b>					
Printed up to A4	Discretionary	n/a	n/a		
Printed up to A3	Discretionary	n/a	n/a		
Archives A4	Discretionary	2.00	2.00	0.0%	
Archives A3	Discretionary	3.00	3.00	0.0%	
<b>Internet printouts</b>					
	Discretionary	0.20	0.20	0.0%	
<b>Image services</b>					
Print up to A4 including digitisation fee	Discretionary	10.00	17.50	75.0%	revised overall pricing structure
Print up to A3 including digitisation fee	Discretionary	14.00	20.00	42.9%	revised overall pricing structure
Digital file/new digitisation	Discretionary	10.00	15.00	50.0%	revised overall pricing structure
Low res via email	Discretionary	n/a	n/a		
<b>Records Management</b>					
External customers, storage and retrieval service	Discretionary	£8.20 per box	£8.20 per box	0.0%	



**FEES & CHARGES**

**APPENDIX 3**

Youth Centres	Statutory or Discretionary	Fee for 2017/18 £	Fee for 2018/19 £	Increase %	Notes	
<b>Bridgnorth Youth Centre</b>						
<u>Commercial Charges</u>						
Hall (30ft x 30ft)/kitchen area/ computers	Discretionary	52.02	53.06	2.0%	This charge is for all day	
Hall (Elections)	Discretionary	122.40	124.85	2.0%		
Small Room (Chill out room) (up to 15 x 15 ft)	Discretionary	31.62	32.25	2.0%		
Whole building (Public areas)	Discretionary	66.30	67.63	2.0%		
<u>Voluntary / Charity Rate</u>						
Hall (30ft x 30ft)/kitchen area/ computers	Discretionary	21.42	21.85	2.0%		
Small Room (Chill out room) (up to 15 x 15 ft)	Discretionary	21.42	21.85	2.0%		
Whole building (Public areas)	Discretionary	40.80	41.62	2.0%		
<b>Ludlow Youth Centre</b>						
<u>Small Room</u>						
Commercial Rate	Discretionary	£31.00 per hour	£31.62 per hour	2.0%		
Charity / Community Rate	Discretionary	£21.00 per hour	£21.42 per hour	2.0%		
<u>Hall/Kitchen/Computers</u>						
Commercial Rate	Discretionary	£51.00 per hour	£52.02 per hour	2.0%		
Charity / Community Rate	Discretionary	£21.00 per hour	£21.42 per hour	2.0%		
<u>Whole Building</u>						
Commercial Rate	Discretionary	£65.00 per hour	£66.30 per hour	2.0%		
Charity / Community Rate	Discretionary	£40.00 per hour	£40.80 per hour	2.0%		
<b>Grange Youth Centre</b>						
<u>Commercial Charges</u>						
Small Room	Discretionary	33.66	-			
Large Room	Discretionary	52.02	-			
<u>Voluntary / Charity Rate</u>						
Small Room	Discretionary	21.42	-			
Large Room	Discretionary	30.60	-			
<b>Market Drayton Youth Centre</b>						
<u>Commercial Charges</u>						
Coffee bar & Well	Discretionary	52.02	-			
Coffee bar, Well & Computer room	Discretionary	67.32	-			
Computer room	Discretionary	33.66	-			
Small interview room	Discretionary	33.66	-			
<u>Voluntary / Charity Rate</u>						
Coffee bar & Well	Discretionary	33.66	-		No longer council run	
Coffee bar, Well & Computer room	Discretionary	52.02	-			
Computer room	Discretionary	21.42	-			
Small interview room	Discretionary	21.42	-			
<b>Monkmoor Youth Centre</b>						
<u>Commercial Charges</u>						
Small Room (up to 15 x 15 ft)	Discretionary	33.66	-			
Large Room (up to 30 x 30 ft)	Discretionary	52.02	-			
<u>Voluntary / Charity Rate</u>						
Small Room (up to 15 x 15 ft)	Discretionary	21.42	-			
Large Room (up to 30 x 30 ft)	Discretionary	30.60	-			
<b>Pontesbury Youth Centre</b>						
<u>Commercial Charges</u>						
Small Room	Discretionary	33.66	-			
Large Room	Discretionary	52.02	-			
<u>Voluntary / Charity Rate</u>						
Small Room	Discretionary	21.42	-			
Large Room	Discretionary	30.60	-			
<b>Sundorne Youth Centre</b>						
<b>Sports Hall:</b>						
<u>Off Peak Charges</u>						
Games Hall	Discretionary	23.46	23.93	2.0%		
Half Hall Space	Discretionary	15.91	16.23	2.0%		
<u>Peak Charges</u>						
Games Hall	Discretionary	31.11	31.73	2.0%	Charges are for 55 minute session: off-peak before 5pm week days : peak time after 5pm week days & weekends	
Half Hall Space	Discretionary	19.58	19.97	2.0%		
<b>Square Room:</b>						
Off Peak Charges	Discretionary	11.88	12.12	2.0%		
Peak Charges	Discretionary	15.81	15.81	0.0%		
<b>Whitchurch Youth Centre</b>						
<u>Commercial Charges</u>						
Laura's Room	Discretionary	33.66	34.33	2.0%		
Coffee Bar	Discretionary	52.02	53.06	2.0%		
Meeting room	Discretionary	52.02	53.06	2.0%		
<u>Voluntary / Charity Rate</u>						
Laura's Room	Discretionary	21.42	21.85	2.0%		
Coffee Bar	Discretionary	30.60	31.21	2.0%		
Meeting room	Discretionary	30.60	31.21	2.0%		

**FEES & CHARGES****APPENDIX 3**

Youth Centres	Statutory or Discretionary	Fee for 2017/18 £	Fee for 2018/19 £	Increase %	Notes
<b>The Centre, Oswestry</b>					
<b>Commercial Charges</b>					<b>Maximum Capacity</b>
Main Hall	Discretionary	38.76	39.53	2.0%	120
Art Room	Discretionary	25.50	26.01	2.0%	15
Kitchen	Discretionary	32.64	33.29	2.0%	n/a
Café	Discretionary	25.50	26.01	2.0%	
Meeting Room 1	Discretionary	10.20	10.40	2.0%	5
Meeting Room 2	Discretionary	10.20	10.40	2.0%	5
Meeting Room 3	Discretionary	28.56	29.13	2.0%	30
Meeting Room 4	Discretionary	18.36	18.73	2.0%	8
Meeting Room 10	Discretionary	10.20	10.40	2.0%	
Recording Studio (x2 rooms)	Discretionary	35.70	36.41	2.0%	
<b>Charity Rate</b>					
Main Hall	Discretionary	19.38	19.77	2.0%	
Art Room	Discretionary	12.75	13.00	2.0%	
Café	Discretionary	12.75	13.00	2.0%	
Kitchen	Discretionary	16.32	16.65	2.0%	
Meeting Room 1	Discretionary	8.16	8.32	2.0%	
Meeting Room 2	Discretionary	8.16	8.32	2.0%	
Meeting Room 3	Discretionary	14.28	14.56	2.0%	
Meeting Room 4	Discretionary	9.18	9.36	2.0%	
Meeting Room 10	Discretionary	8.16	8.32	2.0%	
Recording Studio (x2 rooms)	Discretionary	17.85	18.21	2.0%	
Discounts - at the discretion of the centre	Discretionary				
Only one discount (to a maximum of 20%) is available to non-constituted groups per booking.	Discretionary				
Constituted groups may be entitled to a 50% reduction in room hire cost at the discretion of The Centre.	Discretionary				
Proof of eligibility may be required.	Discretionary				

**FEES & CHARGES****APPENDIX 3**

<b>FACILITIES MANAGEMENT</b>	<b>Statutory or Discretionary</b>	<b>Fee for 2017/18</b>	<b>Fee for 2018/19</b>	<b>Increase %</b>	<b>Notes</b>
		<b>£</b>	<b>£</b>		
<b>Room Hire Charges</b>					
<b>Shirehall Meeting Rooms</b>					
<b>Monday - Friday</b>					
Council Chamber - Full day	Discretionary	127.50	130.05	2.0%	
Council Chamber - Full day (concessionary)	Discretionary	63.75	65.02	2.0%	
Council Chamber - Half day	Discretionary	71.40	72.83	2.0%	
Council Chamber - Half day (concessionary)	Discretionary	35.70	36.41	2.0%	
Council Chamber - Evening	Discretionary	91.80	93.64	2.0%	
Council Chamber - Evening (concessionary)	Discretionary	45.90	46.82	2.0%	
Committee Rooms - Full day	Discretionary	76.50	78.03	2.0%	
Committee Rooms - Full day (concessionary)	Discretionary	38.25	39.01	2.0%	
Committee Rooms - Half day	Discretionary	45.90	46.82	2.0%	
Committee Rooms - Half day (concessionary)	Discretionary	22.95	23.41	2.0%	
Committee Rooms - Evening	Discretionary	51.00	52.02	2.0%	
Committee Rooms - Evening (concessionary)	Discretionary	25.50	26.01	2.0%	
Gallery - Full day	Discretionary	61.20	62.42	2.0%	
Gallery - Full day (concessionary)	Discretionary	30.60	31.21	2.0%	
Gallery - Half day	Discretionary	45.90	46.82	2.0%	
Gallery - Half day (concessionary)	Discretionary	22.95	23.41	2.0%	
Gallery - Evening	Discretionary	51.00	52.02	2.0%	
Gallery - Evening (concessionary)	Discretionary	25.50	26.01	2.0%	
<b>Saturday</b>					
Council Chamber - Full day	Discretionary	178.50	182.07	2.0%	
Council Chamber - Full day (concessionary)	Discretionary	89.25	91.03	2.0%	
Council Chamber - Half day	Discretionary	91.80	93.64	2.0%	
Council Chamber - Half day (concessionary)	Discretionary	45.90	46.82	2.0%	
Committee Rooms - Full day	Discretionary	102.00	104.04	2.0%	
Committee Rooms - Full day (concessionary)	Discretionary	51.00	52.02	2.0%	
Committee Rooms - Half day	Discretionary	61.20	62.42	2.0%	
Committee Rooms - Half day (concessionary)	Discretionary	30.60	31.21	2.0%	
Gallery - Full day	Discretionary	86.70	88.43	2.0%	
Gallery - Full day (concessionary)	Discretionary	43.35	44.22	2.0%	
Gallery - Half day	Discretionary	51.00	52.02	2.0%	
Gallery - Half day (concessionary)	Discretionary	25.50	26.01	2.0%	
<b>Castle View - Oswestry</b>					
<b>Monday - Friday</b>					
Council Chamber - Full day	Discretionary	102.00	104.04	2.0%	
Council Chamber - Full day (concessionary)	Discretionary	51.00	52.02	2.0%	
Council Chamber - Half day	Discretionary	51.00	52.02	2.0%	
Council Chamber - Half day (concessionary)	Discretionary	25.50	26.01	2.0%	
Council Chamber - Evening	Discretionary	51.00	52.02	2.0%	
Council Chamber - Evening (concessionary)	Discretionary	25.50	26.01	2.0%	
Meeting Rooms - Full day	Discretionary	51.00	52.02	2.0%	
Meeting Rooms - Full day (concessionary)	Discretionary	25.50	26.01	2.0%	
Meeting Rooms - Half day	Discretionary	40.80	41.62	2.0%	
Meeting Rooms - Half day (concessionary)	Discretionary	20.40	20.81	2.0%	
Meeting Rooms - Evening	Discretionary	40.80	41.62	2.0%	
Meeting Rooms - Evening (concessionary)	Discretionary	20.40	20.81	2.0%	

## FEES &amp; CHARGES

## APPENDIX 3

FACILITIES MANAGEMENT	Statutory or Discretionary	Fee for 2017/18 £	Fee for 2018/19 £	Increase %	Notes
<b>Room Hire Charges</b>					
<b>The Lantern</b>					
Charity / Community Rate Monday to Friday - <b>Community Hall 1</b>	8:30 am to 6:00 pm	£8.00 per hour	£8.16 per hour	2.0%	8:30 am to 6:00 pm
Charity / Community Rate Monday to Friday - <b>Community Hall 1</b>	6:00 pm to 11:00 pm	£12.00 per hour	£12.24 per hour	2.0%	6:00 pm to 11:00 pm
Charity / Community Rate Saturday & Sunday - <b>Community Hall 1</b>	9:00 am to 11:00 pm	£17.00 per hour	£17.34 per hour	2.0%	9:00 am to 11:00 pm
Commercial Rate Monday to Friday - <b>Community Hall 1</b>	8:30 am to 6:00 pm	£17.00 per hour	£17.34 per hour	2.0%	8:30 am to 6:00 pm
Commercial Rate Monday to Friday - <b>Community Hall 1</b>	6:00 pm to 11:00 pm	£32.00 per hour	£32.64 per hour	2.0%	6:00 pm to 11:00 pm
Commercial Rate Saturday & Sunday - <b>Community Hall 1</b>	9:00 am to 11:00 pm	£47.00 per hour	£47.94 per hour	2.0%	9:00 am to 11:00 pm
Charity / Community Rate Monday to Friday - <b>Community Hall 2</b>	8:30 am to 6:00 pm	£8.00 per hour	£8.16 per hour	2.0%	8:30 am to 6:00 pm
Charity / Community Rate Monday to Friday - <b>Community Hall 2</b>	6:00 pm to 11:00 pm	£12.00 per hour	£12.24 per hour	2.0%	6:00 pm to 11:00 pm
Charity / Community Rate Saturday & Sunday - <b>Community Hall 2</b>	9:00 am to 11:00 pm	£17.00 per hour	£17.34 per hour	2.0%	9:00 am to 11:00 pm
Commercial Rate Monday to Friday - <b>Community Hall 2</b>	8:30 am to 6:00 pm	£17.00 per hour	£17.34 per hour	2.0%	8:30 am to 6:00 pm
Commercial Rate Monday to Friday - <b>Community Hall 2</b>	6:00 pm to 11:00 pm	£32.00 per hour	£32.64 per hour	2.0%	6:00 pm to 11:00 pm
Commercial Rate Saturday & Sunday - <b>Community Hall 2</b>	9:00 am to 11:00 pm	£47.00 per hour	£47.94 per hour	2.0%	9:00 am to 11:00 pm
Charity / Community Rate Monday to Friday - <b>Community Hall 1 &amp; 2</b>	8:30 am to 6:00 pm	£8.00 per hour	£8.16 per hour	2.0%	8:30 am to 6:00 pm
Charity / Community Rate Monday to Friday - <b>Community Hall 1 &amp; 2</b>	6:00 pm to 11:00 pm	£13.00 per hour	£13.26 per hour	2.0%	6:00 pm to 11:00 pm
Charity / Community Rate Saturday & Sunday - <b>Community Hall 1 &amp; 2</b>	9:00 am to 11:00 pm	£18.00 per hour	£18.36 per hour	2.0%	9:00 am to 11:00 pm
Commercial Rate Monday to Friday - <b>Community Hall 1 &amp; 2</b>	8:30 am to 6:00 pm	£18.00 per hour	£18.36 per hour	2.0%	8:30 am to 6:00 pm
Commercial Rate Monday to Friday - <b>Community Hall 1 &amp; 2</b>	6:00 pm to 11:00 pm	£33.00 per hour	£33.66 per hour	2.0%	6:00 pm to 11:00 pm
Commercial Rate Saturday & Sunday - <b>Community Hall 1 &amp; 2</b>	9:00 am to 11:00 pm	£48.00 per hour	£48.96 per hour	2.0%	9:00 am to 11:00 pm
Charity / Community Rate Monday to Friday - <b>IT Suite</b>	8:30 am to 6:00 pm	£8.00 per hour	£8.16 per hour	2.0%	8:30 am to 6:00 pm
Charity / Community Rate Monday to Friday - <b>ITSuite</b>	6:00 pm to 11:00 pm	£11.00 per hour	£11.22 per hour	2.0%	6:00 pm to 11:00 pm
Charity / Community Rate Saturday & Sunday - <b>IT Suite</b>	9:00 am to 11:00 pm	£16.00 per hour	£16.32 per hour	2.0%	9:00 am to 11:00 pm
Commercial Rate Monday to Friday - <b>IT Suite</b>	8:30 am to 6:00 pm	£16.00 per hour	£16.32 per hour	2.0%	8:30 am to 6:00 pm
Commercial Rate Monday to Friday - <b>IT Suite</b>	6:00 pm to 11:00 pm	£31.00 per hour	£31.62 per hour	2.0%	6:00 pm to 11:00 pm
Commercial Rate Saturday & Sunday - <b>IT Suite</b>	9:00 am to 11:00 pm	£46.00 per hour	£46.92 per hour	2.0%	9:00 am to 11:00 pm
Charity / Community Rate Monday to Friday - <b>Interview/Meeting Room</b>	8:30 am to 6:00 pm	£8.00 per hour	£8.16 per hour	2.0%	8:30 am to 6:00 pm
Charity / Community Rate Monday to Friday - <b>Interview/Meeting Room</b>	6:00 pm to 11:00 pm	£9.00 per hour	£9.18 per hour	2.0%	6:00 pm to 11:00 pm
Charity / Community Rate Saturday & Sunday - <b>Interview/Meeting Room</b>	9:00 am to 11:00 pm	£14.00 per hour	£14.28 per hour	2.0%	9:00 am to 11:00 pm
Commercial Rate Monday to Friday - <b>Interview/Meeting Room</b>	8:30 am to 6:00 pm	£14.00 per hour	£14.28 per hour	2.0%	8:30 am to 6:00 pm
Commercial Rate Monday to Friday - <b>Interview/Meeting Room</b>	6:00 pm to 11:00 pm	£29.00 per hour	£29.58 per hour	2.0%	6:00 pm to 11:00 pm
Commercial Rate Saturday & Sunday - <b>Interview/Meeting Room</b>	9:00 am to 11:00 pm	£44.00 per hour	£44.88 per hour	2.0%	9:00 am to 11:00 pm
Charity / Community Rate Monday to Friday - <b>Ground Floor Meeting Room</b>	8:30 am to 6:00 pm	£8.00 per hour	£8.16 per hour	2.0%	8:30 am to 6:00 pm
Charity / Community Rate Monday to Friday - <b>Ground Floor Meeting Room</b>	6:00 pm to 11:00 pm	£10.00 per hour	£10.20 per hour	2.0%	6:00 pm to 11:00 pm
Charity / Community Rate Saturday & Sunday - <b>Ground Floor Meeting Room</b>	9:00 am to 11:00 pm	£15.00 per hour	£15.30 per hour	2.0%	9:00 am to 11:00 pm
Commercial Rate Monday to Friday - <b>Ground Floor Meeting Room</b>	8:30 am to 6:00 pm	£15.00 per hour	£15.30 per hour	2.0%	8:30 am to 6:00 pm
Commercial Rate Monday to Friday - <b>Ground Floor Meeting Room</b>	6:00 pm to 11:00 pm	£30.00 per hour	£30.60 per hour	2.0%	6:00 pm to 11:00 pm
Commercial Rate Saturday & Sunday - <b>Ground Floor Meeting Room</b>	9:00 am to 11:00 pm	£45.00 per hour	£45.90 per hour	2.0%	9:00 am to 11:00 pm
Charity / Community Rate Monday to Friday - <b>Large Meeting Room</b>	8:30 am to 6:00 pm	£8.00 per hour	£8.16 per hour	2.0%	8:30 am to 6:00 pm
Charity / Community Rate Monday to Friday - <b>Large Meeting Room</b>	6:00 pm to 11:00 pm	£10.00 per hour	£10.20 per hour	2.0%	6:00 pm to 11:00 pm
Charity / Community Rate Saturday & Sunday - <b>Large Meeting Room</b>	9:00 am to 11:00 pm	£15.00 per hour	£15.30 per hour	2.0%	9:00 am to 11:00 pm
Commercial Rate Monday to Friday - <b>Large Meeting Room</b>	8:30 am to 6:00 pm	£15.00 per hour	£15.30 per hour	2.0%	8:30 am to 6:00 pm
Commercial Rate Monday to Friday - <b>Large Meeting Room</b>	6:00 pm to 11:00 pm	£30.00 per hour	£30.60 per hour	2.0%	6:00 pm to 11:00 pm
Commercial Rate Saturday & Sunday - <b>Large Meeting Room</b>	9:00 am to 11:00 pm	£45.00 per hour	£45.90 per hour	2.0%	9:00 am to 11:00 pm
Charity / Community Rate Monday to Friday - <b>Small Meeting Room</b>	8:30 am to 6:00 pm	£8.00 per hour	£8.16 per hour	2.0%	8:30 am to 6:00 pm
Charity / Community Rate Monday to Friday - <b>Small Meeting Room</b>	6:00 pm to 11:00 pm	£10.00 per hour	£10.20 per hour	2.0%	6:00 pm to 11:00 pm
Charity / Community Rate Saturday & Sunday - <b>Small Meeting Room</b>	9:00 am to 11:00 pm	£15.00 per hour	£15.30 per hour	2.0%	9:00 am to 11:00 pm
Commercial Rate Monday to Friday - <b>Small Meeting Room</b>	8:30 am to 6:00 pm	£15.00 per hour	£15.30 per hour	2.0%	8:30 am to 6:00 pm
Commercial Rate Monday to Friday - <b>Small Meeting Room</b>	6:00 pm to 11:00 pm	£30.00 per hour	£30.60 per hour	2.0%	6:00 pm to 11:00 pm
Commercial Rate Saturday & Sunday - <b>Small Meeting Room</b>	9:00 am to 11:00 pm	£45.00 per hour	£45.90 per hour	2.0%	9:00 am to 11:00 pm
Charity / Community Rate Monday to Friday - <b>Community Kitchen</b>	8:30 am to 6:00 pm	£4.00	£5.00	25.0%	8:30 am to 6:00 pm
Charity / Community Rate Monday to Friday - <b>Community Kitchen</b>	6:00 pm to 11:00 pm	£5.00	£5.50	10.0%	6:00 pm to 11:00 pm
Charity / Community Rate Saturday & Sunday - <b>Community Kitchen</b>	9:00 am to 11:00 pm	£5.50	£6.00	9.1%	9:00 am to 11:00 pm
Commercial Rate Monday to Friday - <b>Community Kitchen</b>	8:30 am to 6:00 pm	£9.00	£9.50	5.6%	8:30 am to 6:00 pm
Commercial Rate Monday to Friday - <b>Community Kitchen</b>	6:00 pm to 11:00 pm	£12.00	12.50	4.2%	6:00 pm to 11:00 pm
Commercial Rate Saturday & Sunday - <b>Community Kitchen</b>	9:00 am to 11:00 pm	£13.50	£14.00	3.7%	9:00 am to 11:00 pm
<b>Louise House</b>					
<b>Meeting Rooms 1 &amp; 2</b>					
Charity / Community Rate	Discretionary	£5 per hour	£5.10 per hour	2.0%	
Commercial Rate	Discretionary	£10 per hour	£10.20 per hour	2.0%	
<b>Reception Interview Room</b>					
Charity / Community Rate	Discretionary	£5 per hour	£5.10 per hour	2.0%	
Commercial Rate	Discretionary	£10 per hour	£10.20 per hour	2.0%	
<b>IT Suite</b>					
Charity / Community Rate	Discretionary	£5 per hour	£5.10 per hour	2.0%	
Commercial Rate	Discretionary	£10 per hour	£10.20 per hour	2.0%	
<b>Physio Suite</b>					
Charity / Community Rate	Discretionary	£5 per hour	£5.10 per hour	2.0%	
Commercial Rate	Discretionary	£10 per hour	£10.20 per hour	2.0%	

**FEES & CHARGES****APPENDIX 3**

PROPERTY SERVICES GROUP	Statutory or Discretionary	Fee for 2017/18 £	Fee for 2018/19 £	Increase %	Notes	
<b>Testing of portable appliance</b>						
Attendance Charge	Statutory	26.00	26.00	0.0%	Fees & charges maintained at 2017/18 levels	
1 - 199 items	Statutory	2.01	2.01	0.0%		
200 - 499 items	Statutory	2.00	2.00	0.0%		
500 - 999 items	Statutory	1.97	1.97	0.0%		
1000 - 1999 items	Statutory	1.95	1.95	0.0%		
2000+ items	Statutory	1.90	1.90	0.0%		
<b>Plugtops and Fuses</b>						
Supply & fit plugtop	Discretionary	3.22	3.22	0.0%		
Supply & fit fuse	Discretionary	0.15	0.15	0.0%		
Supply & fit 1 gang trailing cable	Discretionary	2.99	2.99	0.0%		
Supply & fit 2 gang trailing cable	Discretionary	4.93	4.93	0.0%		
Supply & fit 4 gang trailing cable	Discretionary	9.41	9.41	0.0%		
Supply & fit socket on kettle	Discretionary	2.37	2.37	0.0%		
<b>Cable Repair</b>						
Supply & fit 2 core 0.5 (per metre)	Discretionary	0.15	0.15	0.0%		
Supply & fit 2 core 0.75 (per metre)	Discretionary	0.17	0.17	0.0%		
Supply & fit 3 core 0.5 (per metre)	Discretionary	0.22	0.22	0.0%		
Supply & fit 3 core 0.75 (per metre)	Discretionary	0.29	0.29	0.0%		
Supply & fit 3 core 1.0 (per metre)	Discretionary	0.32	0.32	0.0%		
Supply & fit 3 core 1.25 (per metre)	Discretionary	0.41	0.41	0.0%		
Supply & fit 3 core 1.5 (per metre)	Discretionary	0.45	0.45	0.0%		
<b>Stationery Prices</b>						
SCC Register Stickers (per label)	Statutory	0.02	0.02	0.0%		
Green 'Do Not Use After' (per label)	Statutory	0.02	0.02	0.0%		
Plastic Cable Tags (per label)	Statutory	0.03	0.03	0.0%		
Register Sheets EN6 (per label)	Statutory	0.03	0.03	0.0%		
Red Defective Labels (per label)	Statutory	0.03	0.03	0.0%		
<b>Equipment Servicing</b>						
Microwave leakage & performance tests	Statutory	14.75	14.75	0.0%		
Fly killer service (Clean etc)	Discretionary	17.15	-	-		
<b>Fly Killer lamp replacement (lamps + starters)</b>						
I 603 – TS15 WS	Discretionary	8.20	-	-	no longer offer fly killer services	
I 607 – circular	Discretionary	9.18	-	-		
I 608 – TS20	Discretionary	8.63	-	-		
I 610 – TS08	Discretionary	8.20	-	-		
I 691 – 15W UV	Discretionary	8.34	-	-		
I 800 – TT25 WS	Discretionary	10.94	-	-		
Starters	Discretionary	1.40	-	-		

## FEES &amp; CHARGES

## APPENDIX 3

TRADING STANDARDS & LICENSING	Statutory or Discretionary	Fee for 2017/18 £	Fee for 2018/19 £	% Increase	Notes
<b>LICENSING ACT 2003</b>					
<b>Personal licences, temporary events and other fees</b>					
Application for a grant or renewal of personal licence	Statutory Fee	37.00	37.00	0.0%	
Temporary event notice	Statutory Fee	21.00	21.00	0.0%	
Theft, loss etc. of premises licence or summary	Statutory Fee	10.50	10.50	0.0%	
Application for a provisional statement where premises being built etc.	Statutory Fee	315.00	315.00	0.0%	
Notification of change of name or address	Statutory Fee	10.50	10.50	0.0%	
Application to vary licence to specify individual as premises supervisor	Statutory Fee	23.00	23.00	0.0%	
Application for transfer of premises licence	Statutory Fee	23.00	23.00	0.0%	
Interim authority notice following death etc. of licence holder	Statutory Fee	23.00	23.00	0.0%	
Theft, loss etc. of certificate of summary	Statutory Fee	10.50	10.50	0.0%	
Notification of change of name or alteration of rules of club	Statutory Fee	10.50	10.50	0.0%	
Change of relevant registered address of club	Statutory Fee	10.50	10.50	0.0%	
Theft, loss etc. of temporary event notice	Statutory Fee	10.50	10.50	0.0%	
Theft, loss etc. of personal licence	Statutory Fee	10.50	10.50	0.0%	
Duty to notify change of name or address	Statutory Fee	10.50	10.50	0.0%	
Right of freeholder etc. to be notified of licensing matters	Statutory Fee	21.00	21.00	0.0%	
Minor Variation	Statutory Fee	89.00	89.00	0.0%	
Removal of DPS at Community Premises	Statutory Fee	23.00	23.00	0.0%	
Copy of public register entry (per individual entry)	Discretionary	37.00	26.00	-29.7%	
<b>Licensing Exceptionally Large Events</b>					
Additional Application Fee (5,000 - 9,999)	Statutory Fee	1,000.00	1,000.00	0.0%	
Additional Annual Fee (5,000 - 9,999)	Statutory Fee	500.00	500.00	0.0%	
Additional Application Fee (10,000 - 14,999)	Statutory Fee	2,000.00	2,000.00	0.0%	
Additional Annual Fee (10,000 - 14,999)	Statutory Fee	1,000.00	1,000.00	0.0%	
Additional Application Fee (15,000 - 19,999)	Statutory Fee	4,000.00	4,000.00	0.0%	
Additional Annual Fee (15,000 - 19,999)	Statutory Fee	2,000.00	2,000.00	0.0%	
Additional Application Fee (20,000 - 29,999)	Statutory Fee	8,000.00	8,000.00	0.0%	
Additional Annual Fee (20,000 - 29,999)	Statutory Fee	4,000.00	4,000.00	0.0%	
Additional Application Fee (per additional 10,000 up to 89,999)	Statutory Fee	8,000.00	8,000.00	0.0%	
Additional Annual Fee (per additional 10,000 up to 89,999)	Statutory Fee	4,000.00	4,000.00	0.0%	
Additional Application Fee (90,000 and over)	Statutory Fee	64,000.00	64,000.00	0.0%	
Additional Annual Fee (90,000 and over)	Statutory Fee	32,000.00	32,000.00	0.0%	
<b>Premises Licences and Club Premises Certificates</b>					
<b>No rateable value to £4,300 (Band A)</b>					
Application Fee (Initial/Variation)	Statutory Fee	100.00	100.00	0.0%	
Annual Fee	Statutory Fee	70.00	70.00	0.0%	
<b>Rateable value £4,301 - £33,000 (Band B)</b>					
Application Fee (Initial/Variation)	Statutory Fee	190.00	190.00	0.0%	
Annual Fee	Statutory Fee	180.00	180.00	0.0%	
<b>Rateable value £33,001 - £87,000 (Band C)</b>					
Application Fee (Initial/Variation)	Statutory Fee	315.00	315.00	0.0%	
Annual Fee	Statutory Fee	295.00	295.00	0.0%	
<b>Rateable value £87,001 - £125,000 (Band D) - All premises other than where primary business is the sale of alcohol</b>					
Application Fee (Initial/Variation)	Statutory Fee	450.00	450.00	0.0%	
Annual Fee	Statutory Fee	320.00	320.00	0.0%	
<b>Rateable value £125,001 and above (Band E) - All premises other than where primary business is the sale of alcohol</b>					
Application Fee (Initial/Variation)	Statutory Fee	635.00	635.00	0.0%	
Annual Fee	Statutory Fee	350.00	350.00	0.0%	
<b>Rateable value £87,001 - £125,000 (Band D) - where primary business is the sale of alcohol</b>					
Application Fee (Initial/Variation)	Statutory Fee	900.00	900.00	0.0%	
Annual Fee	Statutory Fee	640.00	640.00	0.0%	
<b>Rateable value £125,001 and above (Band E) - where primary business is the sale of alcohol</b>					
Application Fee (Initial/Variation)	Statutory Fee	1,905.00	1,905.00	0.0%	
Annual Fee	Statutory Fee	1,050.00	1,050.00	0.0%	

**FEES & CHARGES**

**APPENDIX 3**

PUBLIC PROTECTION	Statutory or Discretionary	Fee for 2017/18	Fee for 2018/19	% Increase	Notes	
		£	£			
<b>GAMBLING ACT 2005</b>						
<b>Regional Casino Premises Licence</b>						
Fee in respect of other premises	Statutory	13,100.00	POA	0.0%	<p>For all casino premises licences refer to the Gambling Act 2005 Policy Statement 2016 to 2019 paragraphs 36.1 and 36.2</p> <p><b>GAMBLING ACT 2005 POLICY STATEMENT 2016 TO 2019 PARAGRAPHS 36.1 AND 36.2</b></p> <p>36.1 The Council has not passed a resolution not to issue casino premises licences under Section 166 (1) of the Act. Should the Council decide to do so in the future details of the resolution will be included in this Policy, including the date on which such a resolution will take effect.</p> <p>36.2 Despite the fact that the Council has not passed such a resolution, the Council is currently not enabled by the Secretary of State (in accordance with regulations made under Section 175 of the Act) to grant a premises licence for a small or large casino. In practice, this means that the Council cannot grant such a licence.</p> <p>Note 9 Bingo is equal chance gaming and is commonly either cash bingo or prize bingo. The Commission has published its view of what bingo is and how it differs from other forms of gambling. This can be found in the Commission's advice note 'What Constitutes Bingo'.</p>	
Annual Fee	Statutory	13,000.00	POA	0.0%		
Fee for application to vary licence	Statutory	6,500.00	POA	0.0%		
Fee for application to transfer a licence	Statutory	5,600.00	POA	0.0%		
Fee for application to reinstate a licence	Statutory	5,600.00	POA	0.0%		
Fee for application for provisional statement	Statutory	13,100.00	POA	0.0%		
<b>Large Casino Premises</b>						
Fee in respect of other premises	Statutory	8,700.00	POA	0.0%		
Annual Fee	Statutory	8,700.00	POA	0.0%		
Fee for application to vary licence	Statutory	4,350.00	POA	0.0%		
Fee for application to transfer a licence	Statutory	1,900.00	POA	0.0%		
Fee for application to reinstate a licence	Statutory	1,900.00	POA	0.0%		
Fee for application for provisional statement	Statutory	8,700.00	POA	0.0%		
<b>Small casino premises</b>						
Fee in respect of other premises	Statutory	6,900.00	POA	0.0%		
Annual Fee	Statutory	4,300.00	POA	0.0%		
Fee for application to vary licence	Statutory	3,450.00	POA	0.0%		
Fee for application to transfer a licence	Statutory	1,500.00	POA	0.0%		
Fee for application to reinstate a licence	Statutory	1,500.00	POA	0.0%		
Fee for application for provisional statement	Statutory	6,900.00	POA	0.0%		
<b>Bingo premises licence</b>						
Fee in respect of other premises	Statutory	2,000.00	1,484.00	-25.8%		
Annual Fee	Statutory	900.00	786.00	-12.7%		
Fee for application to vary licence	Statutory	1,200.00	1,371.00	14.3%		
Fee for application to transfer a licence	Statutory	950.00	1,200.00	26.3%		
Fee for application to reinstate a licence	Statutory	950.00	1,200.00	26.3%		
Fee for application for provisional statement	Statutory	2,000.00	1,474.00	-26.3%		
<b>Adult Gaming Centre Premises Licence</b>						
Fee in respect of other premises	Statutory	1,500.00	1,484.00	-1.1%		
Annual Fee	Statutory	900.00	786.00	-12.7%		
Fee for application to vary licence	Statutory	820.00	1,000.00	22.0%		
Fee for application to transfer a licence	Statutory	900.00	1,200.00	33.3%		
Fee for application to reinstate a licence	Statutory	900.00	1,200.00	33.3%		
Fee for application for provisional statement	Statutory	1,500.00	1,474.00	-1.7%		
<b>Betting Premises (track) licence</b>						
Fee in respect of other premises	Statutory	1,850.00	1,484.00	-19.8%		
Annual Fee	Statutory	900.00	786.00	-12.7%		
Fee for application to vary licence	Statutory	790.00	1,250.00	58.2%		
Fee for application to transfer a licence	Statutory	790.00	950.00	20.3%		
Fee for application to reinstate a licence	Statutory	790.00	950.00	20.3%		
Fee for application for provisional statement	Statutory	1,850.00	1,474.00	-20.3%		
<b>Family Entertainment Centre Premises Licence</b>						
Fee in respect of other premises	Statutory	1,400.00	1,484.00	6.0%		
Annual Fee	Statutory	600.00	750.00	25.0%		
Fee for application to vary licence	Statutory	800.00	1,000.00	25.0%		
Fee for application to transfer a licence	Statutory	700.00	950.00	35.7%		
Fee for application to reinstate a licence	Statutory	700.00	950.00	35.7%		
Fee for application for provisional statement	Statutory	1,400.00	1,474.00	5.3%		
<b>Betting Premises (other) licence</b>						
Fee in respect of other premises	Statutory	2,100.00	1,484.00	-29.3%		
Annual Fee	Statutory	575.00	600.00	4.3%		
Fee for application to vary licence	Statutory	1,160.00	1,371.00	18.2%		
Fee for application to transfer a licence	Statutory	950.00	1,200.00	26.3%		
Fee for application to reinstate a licence	Statutory	950.00	1,200.00	26.3%		
Fee for application for provisional statement	Statutory	2,100.00	1,474.00	-29.8%		
<b>Applicable for all gaming licences</b>						
Change of circumstances fee - for all gaming licences	Statutory	45.00	50.00	11.1%		
Fee for copy licence - for all gaming licences	Statutory	22.00	25.00	13.6%		
Copy of public register entry (per individual entry)	Discretionary	39.00	26.00	-33.3%		
<b>Temporary Use of Premises</b>						
Temporary Use Notice	Statutory		500.00	n/a	<p>New charge for 18.19</p> <p>New charge for 18.19</p>	
Replacement of an endorsed copy of a Temporary Use Notice	Statutory		25.00	n/a		
Occasional Use Notice	No Charge	No Charge	No Charge			
<b>LOTTERIES</b>						
Lottery - new registration	Statutory Fee	40.00	40.00	0.0%		
Lottery - renewal of existing registration	Statutory Fee	20.00	20.00	0.0%		
<b>LICENSED PREMISES GAMING MACHINE PERMITS</b>						
Gaming Machine - Up to 2 Machines	Statutory Fee	50.00	50.00	0.0%		
Gaming Machine Permits - New	Statutory Fee	150.00	150.00	0.0%		
Gaming Machine Permits - Variation	Statutory Fee	100.00	100.00	0.0%		
Gaming Machine Permits - Change of name	Statutory Fee	25.00	25.00	0.0%		
Gaming Machine Permits - Transfer of permit	Statutory Fee	25.00	25.00	0.0%		
Gaming Machine Permits - Copy (lost, stolen, damaged)	Statutory Fee	15.00	15.00	0.0%		
Gaming Machine Permits - annual fee	Statutory Fee	50.00	50.00	0.0%		

**FEES & CHARGES**

**APPENDIX 3**

PUBLIC PROTECTION	Statutory or Discretionary	Fee for 2017/18 £	Fee for 2018/19 £	% Increase	Notes
<b>CLUB GAMING / CLUB MACHINE PERMITS</b>					
Club Gaming / Club Machine Permits - New or Renew	Statutory Fee	200.00	200.00	0.0%	
Club Gaming / Club Machine Permits for holders of club premises certificates - New or Renew	Statutory Fee	100.00	100.00	0.0%	
Club Gaming / Club Machine Permits - Annual Fee	Statutory Fee	50.00	50.00	0.0%	
Club Gaming / Club Machine Permits - Variation	Statutory Fee	100.00	100.00	0.0%	
Club Gaming / Club Machine Permits - Copy (lost, stolen, damaged)	Statutory Fee	15.00	15.00	0.0%	
<b>PRIZE GAMING PERMITS</b>					
Prize Gaming Permits - New or Renewal	Statutory Fee	300.00	300.00	0.0%	
Prize Gaming Permits - Change of Name	Statutory Fee	25.00	25.00	0.0%	
Prize Gaming Permits - Copy (lost, stolen or damaged)	Statutory Fee	15.00	15.00	0.0%	
<b>UNLICENSED FAMILY ENTERTAINMENT GAMING CENTRE GAMING MACHINE PERMITS</b>					
Family Entertainment Gaming Centre Gaming Machine Permits - New or Renewal	Statutory Fee	300.00	300.00	0.0%	
Family Entertainment Gaming Centre Gaming Machine Permits - Change of Name	Statutory Fee	25.00	25.00	0.0%	
Family Entertainment Gaming Centre Gaming Machine Permits - Copy (lost, stolen, damaged)	Statutory Fee	15.00	15.00	0.0%	
<b>ANIMAL LICENCES</b>					
Zoo licences (plus Vet Fees) (new)	Discretionary	782.00	782.00	0.0%	Plus Vets Fees- Initial application fee £516. Fee due after Licence granted £266.
Zoo licences (plus Vet Fees) (renewal)	Discretionary	723.00	723.00	0.0%	Plus Vets Fees- Initial application fee £390. Fee due after Licence granted £333.
<b>Animal Boarding</b>					
Animal Boarding (new) - up to 10 animals	Discretionary	168.00	168.00	0.0%	Plus Vets Fees where inspection deemed necessary
Animal Boarding (new) - 11 and more animals	Discretionary	216.00	222.00	2.8%	Plus Vets Fees where inspection deemed necessary
Animal Boarding (renewal) - where number of boarding animals increases to such extent that a different category of licence is applicable.	Discretionary	274.00	362.00	32.1%	Plus Vets Fees where inspection deemed necessary. Initial renewal application fee £66. Fee due after renewal granted £296.
<b>Breeding Establishments for Dogs</b>					
Animal Breeding (new) - up to 10 animals (plus vets fees)	Discretionary	168.00	168.00	0.0%	Plus Vets Fees
Animal Breeding (new) - 11 and more animals (plus vets fees)	Discretionary	216.00	222.00	2.8%	Plus Vets Fees where inspection deemed necessary. Initial renewal application fee £66. Fee due after renewal granted £296.
Animal Breeding (renewal) - applicable to all categories, where the number of breeding animals increases to such an extent that a different category of licence is applicable.	Discretionary	274.00	362.00	32.1%	Plus Vets Fees where inspection deemed necessary. Initial renewal application fee £66. Fee due after renewal granted £296.
<b>Pet Shops</b>					
Pet Shops (New) (where total licensing procedure takes no more than 6 hrs) (plus vet fees)	Discretionary	168.00	168.00	0.0%	Plus vets fees. Plus Hourly charge if exceed 6 hours; for each additional hour or part thereof @ £25/hr
Pet Shops (renewal) where total licensing procedure takes no more than 6 hrs (plus vet fees)	Discretionary	274.00	362.00	32.1%	If exceed 4.5 hours plus hourly charge for each additional hour or part thereof @£25/hr. Initial application fee £65.00. Fee due after renewal granted £297. Plus vets fees where inspection deemed necessary.
<b>Riding Establishments</b>					
Riding Establishment - New - where total licensing procedure takes no more than 9 hrs (plus vet fees)	Discretionary	242.00	242.00	0.0%	Plus vets fees; if exceed 9 hours plus hourly charge for each additional hour or part thereof @ £25/hr.
Riding Establishments(Renewal) - where total licensing procedure takes no more than 3.75 hrs (plus vet fees)	Discretionary	250.00	250.00	0.0%	Plus vets fees; if exceed 3.75 hours plus hourly charge for each additional hour or part thereof @ £25/hr.
<b>Dangerous Animals</b>					
Dangerous Wild Animals (plus Veterinary Surgeon's fee) - New	Discretionary	242.00	242.00	0.0%	Plus vets fees; if exceed 9 hours plus hourly charge for each additional hour or part thereof @ £25/hr.
Dangerous Wild Animals (plus Veterinary Surgeon's Fee) (renewal) - where total licensing procedure takes no more than 3.75 hrs	Discretionary	250.00	250.00	0.0%	Plus vets fees; if exceed 3.75 hours plus hourly charge for each additional hour or part thereof @ £25/hr.
<b>Performing Animals</b>					
Performing Animals (indefinite registration) - where total licensing procedure takes no more than 6 hrs	Discretionary	168.00	168.00	0.0%	Plus vets fees; if exceed 6 hours plus hourly charge for each additional hour or part thereof @ £25/hr.



**FEES & CHARGES**

**APPENDIX 3**

<b>PUBLIC PROTECTION</b>	<b>Statutory or Discretionary</b>	<b>Fee for 2017/18 £</b>	<b>Fee for 2018/19 £</b>	<b>% Increase</b>	<b>Notes</b>
<b>PUBLIC HEALTH LICENCES</b>					
Public Health (skin piercing techniques) - Each Person (not including premises) - submitted separately)	Discretionary	50.00	50.00	0.0%	
Public Health (skin piercing techniques) - Premises including one person	Discretionary	153.00	153.00	0.0%	Additional persons included on same application £29/person
<b>SCRAP METAL LICENCES</b>					
Scrap Metal Dealers - Site (New)	Discretionary	638.00	2,968.00	365.2%	Initial application fee £445. Fee due after licence granted £2,523.
Scrap Metal Dealers - Site (Renewal)	Discretionary	745.00	2,873.00	285.6%	Initial renewal application fee £431. Fee due after licence granted £2,442.
Scrap Metal Dealers - Collectors (New)	Discretionary	194.00	501.00	158.2%	Initial application fee £291. Fee due after licence granted £210.
Scrap Metal Dealers - Collectors (Renewal)	Discretionary	301.00	469.00	55.8%	Initial renewal application fee £272. Fee due after renewal granted £197.
Scrap Metal Dealer Site Manager Variation	Discretionary	90.00	90.00	0.0%	
Scrap Metal Dealer - Site/Collector Licensee Name - Variation (not transfer of licensee)	Discretionary	50.00	50.00	0.0%	
Scrap Metal Dealer - collector to site variation	Discretionary	435.00	435.00	0.0%	Initial application fee £250 Fee due after variation granted £185
Scrap Metal Dealer - site to collector variation	Discretionary	105.00	105.00	0.0%	
<b>TAXI AND PRIVATE HIRE LICENCES</b>					
'All taxi and private hire licence fees are provisional fees and under consultation until 11th February 2018; fees to be confirmed by the Strategic Licensing Committee by 7th March 2018'					
<b>Vehicles</b>					
Hackney Carriage Vehicle - New	Discretionary	142.00	142.00	0.0%	
Hackney Carriage Vehicle - Renewal	Discretionary	154.00	159.00	3.2%	
Hackney Carriage Licence Transfer (Transfer of existing licence to a new vehicle)	Discretionary	102.00	102.00	0.0%	
Private Hire Vehicle - New	Discretionary	148.00	148.00	0.0%	
Private Hire Vehicle - Renewal	Discretionary	142.00	156.00	9.9%	
Private Hire Vehicle Licence Transfer (Transfer of existing licence to a new vehicle)	Discretionary	108.00	108.00	0.0%	
Exterior Plate replacement following damage or loss	Discretionary	45.00	45.00	0.0%	
Internal Plate replacement following damage or loss	Discretionary	45.00	45.00	0.0%	
Fare Card replacement following damage or lost	Discretionary	2.50	2.50	0.0%	
Private hire door signs replacement (pair)	Discretionary	45.00	45.00	0.0%	
<b>Additional administrative charges</b>					
Licence holder transfer/change of details	Discretionary	24.00	24.00	0.0%	
<b>Drivers</b>					
Driver's Joint Badge New - 3 year (inc. DVLA, DBS Check, first knowledge test and first driver training assessment)	Discretionary	235.00	235.00	0.0%	
Driver's Badge Renewal - 3 Years (including DVLA and DBS check).	Discretionary	202.00	202.00	0.0%	
Driver Training Assessment	Discretionary	23.00	23.00	0.0%	
Driver's Knowledge Test Result	Discretionary	53.00	53.00	0.0%	
Driver's Badge Replacement following damage or loss	Discretionary	45.00	45.00	0.0%	
Safeguarding Training	Discretionary	39.00	39.00	0.0%	
<b>Private Hire Operators - 5 Years (Formerly 3 years) - New</b>					
Private Hire Operator - up to and including 30 vehicles and one base	Discretionary	317.00	254.00	-19.9%	
Private Hire Operator - 31 vehicles and more and/or more than one base	Discretionary	676.00	553.00	-18.2%	
<b>Private Hire Operators - 5 Years (Formerly 3 years) - Renewal</b>					
Private Hire Operator - up to and including 30 vehicles and one base	Discretionary	253.00	195.00	-22.9%	
Private Hire Operator - 31 vehicles and more and/or more than one base	Discretionary	666.00	538.00	-19.2%	

**FEES & CHARGES**

**APPENDIX 3**

<b>PUBLIC PROTECTION</b>	<b>Statutory or Discretionary</b>	<b>Fee for 2017/18 £</b>	<b>Fee for 2018/19 £</b>	<b>% Increase</b>	<b>Notes</b>
<b>MISCELLANEOUS LICENCES</b>					
Street Trading Consent/ Licence- minimum charge for up to 7 days(the 7 days may be used at any time within a 12 month period commencing from the date the consent is issued, but the dates must be confirmed on the application)	Discretionary	76.00	76.00	0.0%	
Street Trading Consent/Licence- each additional day or part thereof (the dates must be confirmed on application)	Discretionary	4.00	4.00	0.0%	
Street Trading Consent/Licence- Annual	Discretionary	-	494.00	-	New Charge
Sex establishments (application) New	Discretionary	2,362.00	2,362.00	0.0%	
Sex establishments Renewal	Discretionary	1,679.00	1,679.00	0.0%	
<b>PLEASURE BOATS AND VESSELS</b>					
Per Annum (plus Marine Inspector's fees)	Discretionary	168.00	168.00	0.0%	
<b>DISTRIBUTION OF FREE PRINTED MATTER</b>					
Weekly permit	Discretionary	81.00	81.00	0.0%	
Monthly	Discretionary	115.00	115.00	0.0%	
Annual permit	Discretionary	150.00	150.00	0.0%	

**FEES & CHARGES**

**APPENDIX 3**

<b>REGULATORY SERVICES</b>	<b>Statutory or Discretionary</b>	<b>Fee for 2017/18 £</b>	<b>Fee for 2018/19 £</b>	<b>% Increase</b>	<b>Notes</b>
<b>POLLUTION PREVENTION AND CONTROL ACT**</b>					
Local Authority Integrated Pollution Prevention and Control Charges					
<b>Application Fee</b>					
Standard process (includes solvent emission activities)	Statutory Fee	1,650.00			
Additional fee for operating without a permit	Statutory Fee	1,188.00			
PVRI, SWOBs and Dry Cleaners	Statutory Fee	155.00			
PVR I & II combined	Statutory Fee	257.00			
VRs and other Reduced Fee Activities	Statutory Fee	362.00			
Reduced fee activities: Additional fee for operating without a permit	Statutory Fee	71.00			
Mobile plant**	Statutory Fee	1,650.00			
for the third to seventh applications	Statutory Fee	985.00			
for the eighth and subsequent applications	Statutory Fee	498.00			
Where an application for any of the above is for a combined Part B and waste application, add an extra £297 to the above amounts	Statutory Fee				
<b>Annual Subsistence Charge</b>					
Standard process Low	Statutory Fee	772.00 (+104.00)			
Standard process Medium	Statutory Fee	1161.00 (+156.00)			
Standard process High	Statutory Fee	1747.00 (+207.00)			
PVRI, SWOBs and Dry Cleaners L/M/H	Statutory Fee	79.00 / 158.00 / 237.00			
PVR I & II combined L/M/H	Statutory Fee	113.00 / 226.00 / 341.00			
VRs and other Reduced Fees L/M/H	Statutory Fee	228.00 / 365.00 / 548.00			
Mobile plant, for first and second permits L/M/H**	Statutory Fee	626.00 / 1034.00 / 1551.00			
for the third to seventh permits L/M/H	Statutory Fee	385.00 / 617.00 / 924.00			
eighth and subsequent permits L/M/H	Statutory Fee	198.00 / 314.00 / 473.00			
Late payment Fee	Statutory Fee	52.00			
* 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 above amounts					
<b>Transfer and Surrender</b>					
Standard process transfer	Statutory Fee	169.00			
Standard process partial transfer	Statutory Fee	497.00			
Surrender: all Part B activities	Statutory Fee	0.00			
Reduced fee activities: transfer	Statutory Fee	0.00			
Reduced fee activities: partial transfer	Statutory Fee	47.00			
<b>Temporary transfer for Mobiles</b>					
First transfer	Statutory Fee	53.00			
Repeat following enforcement or warning	Statutory Fee	53.00			
<b>Substantial Change</b>					
Standard process	Statutory Fee	1,050.00			
Standard process where the substantial change results in a new PPC activity	Statutory Fee	1,650.00			
Reduced fee activities	Statutory Fee	102.00			
<b>LAPPC mobile plant charges for 2014/15 (Not using simplified permits)</b>					
Number of Permits					
1 (Application fee/Subsistence Fee Low/Med/High)	Statutory Fee	1650 / 626.00 / 1034.00 / 1551.00			
2 (Application fee/Subsistence Fee Low/Med/High)	Statutory Fee	1650.00 / 626.00 / 1034.00 / 1551.00			
3 (Application fee/Subsistence Fee Low/Med/High)	Statutory Fee	985.00 / 385.00 / 617.00 / 924.00			
4 (Application fee/Subsistence Fee Low/Med/High)	Statutory Fee	985.00 / 385.00 / 617.00 / 924.00			
5 (Application fee/Subsistence Fee Low/Med/High)	Statutory Fee	985.00 / 385.00 / 617.00 / 924.00			
6 (Application fee/Subsistence Fee Low/Med/High)	Statutory Fee	985.00 / 385.00 / 617.00 / 924.00			
7 (Application fee/Subsistence Fee Low/Med/High)	Statutory Fee	985.00 / 385.00 / 617.00 / 924.00			
8 and over (Application fee/Subsistence Fee Low/Med/High)	Statutory Fee	498.00 / 198.00 / 314.00 / 473.00			
<b>LA-IPPC charges</b>					
Application	Statutory Fee	3,363.00			
Additional fee for operating without a permit	Statutory Fee	1,188.00			
Annual Subsistence LOW	Statutory Fee	1,343.00			
Annual Subsistence MEDIUM	Statutory Fee	1,507.00			
Annual Subsistence HIGH	Statutory Fee	2,230.00			
Late Payment Fee	Statutory Fee	52.00			
Substantial Variation	Statutory Fee	1,368.00			
Transfer	Statutory Fee	235.00			
Partial transfer	Statutory Fee	668.00			
Surrender	Statutory Fee	698.00			
			<b>To be updated following Statutory Guidance in March 2018</b>		

NB – every subsistence charge includes the additional £99 charge to cover LA extra costs in dealing with reporting under the E-PRTR Regulation

**Key**

Subsistence charges can be paid in four equal quarterly instalments paid on 1st April, 1st July, 1st October and 1st January. Where paid quarterly the total amount payable to the local authority will be increased by £36. Reduced fee activities are listed in the Schedule to the Part B scheme

**Newspaper advertisements**

Newspaper adverts may be required under EPR at the discretion of the LA as part of the consultation process when considering an application (see Chapter 9 of the General Guidance Manual). This will be undertaken and paid for by the LA and the charging scheme contains a provision for the LA to recoup its costs.

## FEES &amp; CHARGES

## APPENDIX 3

REGULATORY SERVICES	Statutory or Discretionary	Fee for 2017/18 £	Fee for 2018/19 £	% Increase	Notes
<b>GENERAL SERVICES COSTS</b>					
Professional PPO hourly rate		67.75	68.50	1.1%	
Support PPO Hourly Rate		37.50	38.00	1.3%	
<b>ENVIRONMENTAL HEALTH</b>					
<b>PRIVATE WATER SUPPLIES</b>					
Risk Assessment:					
Risk Assessment(each assessment)	Statutory Max	300.00	300.00	0.0%	
Risk Assessment(each assessment)additional hours up to a statutory maximum of £500	Statutory Max	50.00	50.00	0.0%	
Auditing risk assessments carried out by others	Statutory Max	100.00	100.00	0.0%	
Auditing risk assessments carried out by others additional hours (up to sta max of £500)	Statutory Max	50.00	50.00	0.0%	
Sampling fee per visit	Statutory Max	100.00	100.00	0.0%	
Investigation (each investigation)	Statutory Max	100.00	100.00	0.0%	
Analysis for check and audit sampling of supplies	Statutory Max	actual cost up to maximum £25	actual cost up to maximum £25	0.0%	
Analysis of samples taken during check monitoring	Statutory Max	actual cost up to maximum £100	actual cost up to maximum £100	0.0%	
	Statutory Max	actual cost up to maximum £500	actual cost up to maximum £500	0.0%	
Analysis for samples taken during auditing monitoring					
Swimming pool sampling - (plus analysis costs at direct cost)	Discretionary	100.00	100.00	0.0%	
<b>PRIVATE SECTOR HOUSING</b>					
Mandatory HMO Licence (Homes in Multiple Occupancy)	Discretionary	£500 (for up to 6 units) then £75 per additional unit	£525 (for up to 6 units) then £75 per additional unit		
Inspection of dwellings for immigration	Discretionary	£120 + VAT	£120 + VAT (standard within 10 working days) £150.00+ VAT (fast track within 5 working days)		
<b>STUDENT ACCOMODATION ACCREDITATION SCHEME</b>					
Inspection of property	Discretionary	£135	£135		Fee payable every 3 years
Half day briefing for Landlords	Discretionary	£40	£40		Fee payable every 3 years
<b>ENVIRONMENTAL &amp; OTHER INFORMATION</b>					
<b>Pollution Prevention &amp; Control Act/Environmental Protection Act</b>					
- Register Copy - per entry	Discretionary	11.00	11.00	0.0%	
- Copy - documents relating to authorisation (per hour, plus the cost of any materials)	Discretionary	62.50	68.50	9.6%	
<b>- Environmental Information Regulations (pollution information)</b>					
- Information request (minimum charge for up to 1 hour)	Discretionary	67.75	68.50	1.1%	
- Additional charge per hour for more than 1 hours work	Discretionary	67.75	68.50	1.1%	
<b>- Factual Statements</b>					
- Civil Proceedings - re accidents in Retail Premises (plus the cost of any materials)	Discretionary	Traded	68.50		
<b>- Food Safety Act 1990 ( register copies )</b>					
- Copy of total register ( based on hourly rate ) - per hour	Discretionary	62.50	68.50	9.6%	
- Copy of individual entry	Discretionary	11.00	11.00	0.0%	
<b>HEALTH CERTIFICATES</b>					
Export Health Certificate	Discretionary	60.00	60.00	0.0%	
<b>VOLUNTARY SURRENDER</b>					
Voluntary Surrender Certificate (does not include other charges such as disposal)	Discretionary	62.50 + VAT	62.50 + VAT	0.0%	
<b>PRIMARY AUTHORITY</b>					
	Discretionary	Bespoke based on hourly rate	Bespoke based on hourly rate	0.0%	
<b>SAFETY AT SPORTSGROUNDS</b>					
	Discretionary	62.50 per hour	68.50 per hour	0.0%	
<b>ENVIRONMENTAL HEALTH TRAINING COURSES</b>					
Level 2 food hygiene course per person	Discretionary	£51	£51	0.0%	Based on up to 18 attendees. On-site courses will be priced individually.
Refresher food hygiene course per person	Discretionary	£42	£42	0.0%	Based on up to 18 attendees. On-site courses will be priced individually.
Bespoke course (based on hourly rate) - per hour	Discretionary	POA	POA		

**FEES & CHARGES**

**APPENDIX 3**

REGULATORY SERVICES	Statutory or Discretionary	Fee for 2017/18 £	Fee for 2018/19 £	% Increase	Notes	
<b>PEST CONTROL</b>						
<b>Domestic Premises</b>						
<b>Within Normal Working Hours</b>						
Wasps	Discretionary	50.00	50.00	0.0%	Fully Traded Changed from up to 2 treatment visits in a 4 week period to a single treatment Up to three treatment visits over an eight week period	
Fleas & crawling insects (two or less bedrooms)	Discretionary	80.00	85.00	6.3%		
Fleas & crawling insects (each additional bedroom)	Discretionary	20.00	25.00	25.0%		
Rats (up to three treatment visits)	Discretionary	75.00	80.00	6.7%		
Mice (up to three treatment visits)	Discretionary	75.00	80.00	6.7%		
Bedbugs (up to 2 bedrooms and one revisit)	Discretionary	100.00	120.00	20.0%		
Bedbugs (each additional bedroom)	Discretionary	20.00	25.00	25.0%		
Moles, rabbits & squirrels	Discretionary					
Cockroaches	Discretionary	POA £58 per hour	POA £68.50 per hour	18.1%		
Rabbits & pigeons	Discretionary					
Minimum charge for any call out even if no treatment is necessary or possible	Discretionary	20.00	25.00	25.0%		
All above costs are subject to a 50% discounted rate for those on Guaranteed Pension Credit or Income Support						
<b>Non Domestic Premises</b>						
Contract Work	Discretionary	POA	POA			
Non-Contract Work (per hour, plus the cost of any materials)	Discretionary	58 + VAT	68.50 + VAT	18.1%		
<b>TRADING STANDARDS</b>						
<b>Weights &amp; measures: testing weighing equipment (additional costs will be incurred for hire of specialised weighing and measuring equipment on a case-by-case basis and will be recharged at direct cost)</b>						
Up to 15kg	Discretionary	Hourly rate on a case by case basis	Hourly rate on a case by case basis		Hourly rate of £61.30 for a W&M Inspector and £36.75 for a Technical/Support Officer	
Over 15kg and up to 60kg	Discretionary					
Over 60kg and up to 500 kg	Discretionary					
Over 500kg and up to 1 tonne	Discretionary					
Over 1 tonne and up to 2 tonne	Discretionary					
Over 2 tonne and up to 50 tonnes	Discretionary					
Over 50 tonne and up to 80 tonnes	Discretionary					
<b>Weights &amp; measures: testing liquid fuel</b>						
Containers Un-subdivided	Discretionary					
Single and multi-outlets - First Nozzle	Discretionary					
Each additional nozzle	Discretionary					
Peripheral equipment and credit card acceptor	Discretionary					
Bulk Fuel Meter Systems	Discretionary					
Certificate of errors	Discretionary					
Hourly rate (TSO + support officer)	Discretionary					
<b>Weights and measures: hiring of equipment</b>						
A. Hand weights - per tonne or part thereof per day or part thereof	Discretionary					
B. Suspended load platform - per day or part thereof	Discretionary					
C. Delivery and collection of weights/suspended load platform - per hour per officer	Discretionary					
<b>FIREWORKS AND EXPLOSIVES (Explosives Regulations 2014)</b>						
<b>Licence to store explosives where, by virtue of regulation 27 of, and Schedule 5 to, the 2014 Regulations, a minimum separation distance of greater than 0 metres is prescribed</b>						
1 year	Statutory Fee	185.00	185.00	0.0%	The fees listed are for whole years. Fees for parts of a year are charged on a pro-rata basis.	
2 years	Statutory Fee	243.00	243.00	0.0%		
3 years	Statutory Fee	304.00	304.00	0.0%		
4 years	Statutory Fee	374.00	374.00	0.0%		
5 years	Statutory Fee	423.00	423.00	0.0%		
<b>Renewal of licence to store explosives where a minimum separation distance of greater than 0 metres is prescribed</b>						
1 year	Statutory Fee	86.00	86.00	0.0%		
2 years	Statutory Fee	147.00	147.00	0.0%		
3 years	Statutory Fee	206.00	206.00	0.0%		
4 years	Statutory Fee	266.00	266.00	0.0%		
5 years	Statutory Fee	326.00	326.00	0.0%		
<b>Licence to store explosives where no minimum separation distance or a 0 metres minimum separation distance is prescribed</b>						
1 year	Statutory Fee	109.00	109.00	0.0%		
2 years	Statutory Fee	141.00	141.00	0.0%		
3 years	Statutory Fee	173.00	173.00	0.0%		
4 years	Statutory Fee	206.00	206.00	0.0%		
5 years	Statutory Fee	238.00	238.00	0.0%		
<b>Renewal of licence to store explosives where no minimum separation distance or a 0 metres minimum separation distance is prescribed</b>						
1 year	Statutory Fee	54.00	54.00	0.0%		
2 years	Statutory Fee	86.00	86.00	0.0%		
3 years	Statutory Fee	120.00	120.00	0.0%		
4 years	Statutory Fee	152.00	152.00	0.0%		
5 years	Statutory Fee	185.00	185.00	0.0%		
Varying the name of licensee or address of site	Statutory Fee	36.00	36.00	0.0%		
Transfer of licence	Statutory Fee	36.00	36.00	0.0%		
Replacement of licence if lost	Statutory Fee	36.00	36.00	0.0%		
Any other kind of variation (charged on a cost-recovery hourly rate basis)	Discretionary	67.75	67.75	0.0%		
<b>CIVIL PARKING ENFORCEMENT FINES</b>						
Higher Level	Statutory Fee	70.00	70.00	0.0%		
Lower Level	Statutory Fee	50.00	50.00	0.0%		
<b>BLUE BADGE PERMITS</b>						
<b>PAVEMENT PERMITS</b>						
New Application	Statutory Fee	135.00	135.00	0.0%		
Renewal	Statutory Fee	50.00	50.00	0.0%		

## FEES &amp; CHARGES

## APPENDIX 3

PUBLIC HEALTH	Statutory or Discretionary	Fee for 2017/18 £	Fee for 2018/19 £	Increase %	Notes
<b><u>REGISTRARS</u></b>					
<b><u>Civil Weddings / Partnerships at approved venues</u></b>					
Mon - Thu	Discretionary	386.00	396.00	2.6%	Proposed Fee for 2019-20 - £421
Fri	Discretionary	386.00	396.00	2.6%	Proposed Fee for 2019-20 - £421
Sat	Discretionary	446.00	446.00	0.0%	Proposed Fee for 2019-20 - £471
Sun & Bank Holiday	Discretionary	446.00	446.00	0.0%	Proposed Fee for 2019-20 - £471
Advanced booking fee for ceremonies booked over a year but under two years from the date of the ceremony	Discretionary	60.00	60.00	0.0%	Proposed Fee for 2019-20 - £60
Advanced Booking Fee for ceremonies booked within one year-Not Refundable	Discretionary	46.00	46.00	0.0%	Proposed Fee for 2019-20 - £46
Administration fee for changes to dates or venues	Discretionary	25.00	25.00	0.0%	Proposed Fee for 2019-20 - £25
Civil Partnerships in Council Ceremony Rooms on Saturdays up to 12:00	Discretionary	166.00	176.00	6.0%	Proposed Fee for 2019-20 - £266
Civil Partnerships/Weddings at Registration Offices after 12.30 on Saturday	Discretionary	246.00	261.00	6.1%	Proposed Fee for 2019-20 - £266
Civil Partnerships/Weddings at Registration Offices after 12.30 on Sundays and Bank Hols	Discretionary	296.00	316.00	6.8%	Proposed Fee for 2019-20 - £316
Additional charge for use of Ceremony room for photographs only	Discretionary	50.00	50.00	0.0%	
<b><u>Reaffirmation of vows &amp; civil naming ceremonies at approved venues</u></b>					
Mon - Fri	Discretionary	265.00	265.00	0.0%	Proposed Fee for 2019-20 - £270
Sat	Discretionary	265.00	265.00	0.0%	Proposed Fee for 2019-20 - £270
Sun & Bank Holiday	Discretionary	300.00	320.00	6.7%	Proposed Fee for 2019-20 - £320
<b><u>Reaffirmation of vows &amp; civil naming ceremonies at Registration Office</u></b>					
Mon - Fri	Discretionary	250.00	265.00	6.0%	Proposed Fee for 2019-20 - £270
Sat	Discretionary	250.00	265.00	6.0%	Proposed Fee for 2019-20 - £270
After 12.30 on Saturday	Discretionary	250.00	265.00	6.0%	Proposed Fee for 2019-20 - £270
On Sunday & Bank Hols	Discretionary	300.00	320.00	6.7%	Proposed Fee for 2019-20 - £320
Civil Funeral	Discretionary	180.00	180.00	0.0%	Proposed Fee for 2019-20 - £180
<b><u>Private Citizenship ceremonies</u></b>					
At the Shropshire Register Office, Mon - Fri	Discretionary	170.00	180.00	5.9%	Proposed Fee for 2019-20 - £180
Group Citizenship ceremonies	Statutory	80.00	80.00	0.0%	
<b><u>Licensing of approved venues</u></b>					
First time applications (up to 2 rooms) - 3 year duration	Discretionary	1,610.00	1,700.00	5.6%	Proposed Fee for 2019-20 - £1700
Renewals (up to 2 rooms) - 3 year duration	Discretionary	1,610.00	1,700.00	5.6%	Proposed Fee for 2019-20 - £1700
Renewals (up to 2 rooms) - 5 year duration	Discretionary	2,410.00	2,550.00	5.8%	Proposed Fee for 2019-20 - £2550
Renewals (up to 2 rooms) - 7 year duration	Discretionary	3,210.00	3,400.00	5.9%	Proposed Fee for 2019-20 - £3400
Renewals (up to 2 rooms) - 10 year duration	Discretionary	4,410.00	4,600.00	4.3%	Proposed Fee for 2019-20 - £4600
Addition of extra room	Discretionary	220.00	250.00	13.6%	Proposed Fee for 2019-20 - £250
Licensing of additional building within curtilage, outside application period.	Discretionary	710.00	710.00	0.0%	
Appeals against revocation or refusal to issue approval (non-refundable charge)	Discretionary	1,200.00	1,300.00	8.3%	Proposed Fee for 2019-20 - £1300
<b><u>Copy certificates-issued at registration</u></b>					
Short birth certificates	Statutory	4.00	4.00	0.0%	Proposed Fee for 2019-20 - £4
Standard birth certificates	Statutory	4.00	4.00	0.0%	Proposed Fee for 2019-20 - £4
Death certificates	Statutory	4.00	4.00	0.0%	Proposed Fee for 2019-20 - £4
Marriage certificates	Statutory	4.00	4.00	0.0%	Proposed Fee for 2019-20 - £4
Extract from civil partnership register	Statutory	4.00	4.00	0.0%	Proposed Fee for 2019-20 - £4
Standard certificate from civil partnership register	Statutory	4.00	4.00	0.0%	Proposed Fee for 2019-20 - £4
Marriage Certificates following Conversion from a Civil Partnership. Issued on the day	Statutory	4.00	4.00	0.0%	Proposed Fee for 2019-20 - £4
<b><u>Copy certificates-issued after registration</u></b>					
Short birth certificates	Statutory	7.00	7.00	0.0%	Proposed Fee for 2019-20 - £7
Standard birth certificates	Statutory	7.00	7.00	0.0%	Proposed Fee for 2019-20 - £7
Death certificates	Statutory	7.00	7.00	0.0%	Proposed Fee for 2019-20 - £7
Marriage certificates	Statutory	7.00	7.00	0.0%	Proposed Fee for 2019-20 - £7
Extract from civil partnership register	Statutory	10.00	10.00	0.0%	Proposed Fee for 2019-20 - £10
Standard certificate from civil partnership register	Statutory	10.00	10.00	0.0%	Proposed Fee for 2019-20 - £10

**FEES & CHARGES****APPENDIX 3**

<b>PUBLIC HEALTH</b>	<b>Statutory or Discretionary</b>	<b>Fee for 2017/18 £</b>	<b>Fee for 2018/19 £</b>	<b>Increase %</b>	<b>Notes</b>
<b>Copy certificates-issued month or more after registration</b>					
Short birth certificates	Statutory	10.00	10.00	0.0%	Proposed Fee for 2019-20 - £10
Standard birth certificates	Statutory	10.00	10.00	0.0%	Proposed Fee for 2019-20 - £10
Death certificates	Statutory	10.00	10.00	0.0%	Proposed Fee for 2019-20 - £10
Marriage certificates	Statutory	10.00	10.00	0.0%	Proposed Fee for 2019-20 - £10
Extract from civil partnership register	Statutory	10.00	10.00	0.0%	Proposed Fee for 2019-20 - £10
Standard certificate from civil partnership register	Statutory	10.00	10.00	0.0%	Proposed Fee for 2019-20 - £10
Marriage Certificates following Conversion from a Civil Partnership. Issued after the day	Statutory	10.00	10.00	0.0%	Proposed Fee for 2019-20 - £10
<b>Gold - priority service</b>					
<b>Expediated service charge (including certificate fee)</b>					
Expediated service charge - next day delivery (including certificate fee)	Discretionary	35.00	35.00	0.0%	Proposed Fee for 2019-20 - £35
<b>Silver - premium service</b>					
Recorded delivery (including certificate fee)	Discretionary	16.50	16.50	0.0%	Proposed Fee for 2019-20 - £16.5
<b>Bronze - standard service</b>					
Certificate fee only	Discretionary	10.00	10.00	0.0%	Proposed Fee for 2019-20 - £10
Bronze Service Handling and postage	Discretionary	1.00	1.00	0.0%	Proposed Fee for 2019-20 - £1.5
<b>Registration of birth</b>					
Certificate	Statutory				
Registration of birth - additional charge for late appointment 16:30-18:30	Discretionary	10.00	10.00	0.0%	
Space 17- Insertion/ Removal of Forenames within 12 months of registration	Statutory	40.00	40.00	0.0%	Proposed Fee for 2019-20 - £40
<b>Registration of death</b>					
Certificate	Statutory				
Notice of marriage (per person)	Statutory	35.00	35.00	0.0%	Proposed Fee for 2019-20 - £35
Home Office Referral (if necessary)	Statutory	24.00	24.00	0.0%	Proposed Fee for 2019-20 - £24
Fee payable for a statutory basic marriage ceremony in a registrar's office	Statutory	46.00	46.00	0.0%	Proposed Fee for 2019-20 - £46
Notice of marriage - additional charge for late appointment 16:30-18:30	Discretionary	20.00	20.00	0.0%	
Notice of civil partnership registration (per person)	Statutory	35.00	35.00	0.0%	Proposed Fee for 2019-20 - £35
Fee payable for a statutory basic civil partnership formation in a registrar's office	Statutory	46.00	46.00	0.0%	Proposed Fee for 2019-20 - £46
Conversion of Civil Partnership to Marriage					
Conversion of Civil Partnership to Marriage ( BASIC SINGLE STAGE)	Statutory	45.00	45.00	0.0%	
Conversion of Civil Partnership to Marriage (2 stage )	Statutory	27.00	27.00	0.0%	
SR's attendance at a building registered for the marriage of same sex couples, or at a conversion at according to the usages of the Jews or Society of Friends, or at a military, naval or air force chapel registered for the marriage of same sex couples.	Statutory	91.00	91.00	0.0%	
Consideration by Registrar of Divorce/dissolution/nullity outside the British Isles	Statutory	50.00	50.00	0.0%	Proposed Fee for 2019-20 - £50
Consideration by Registrar General of Divorce/dissolution/nullity outside the British Isles	Statutory	75.00	75.00	0.0%	Proposed Fee for 2019-20 - £75
Applications to waiver 28 days waiting period	Statutory	60.00	60.00	0.0%	Proposed Fee for 2019-20 - £60
Corrections:					
Consideration by registrar of a correctio application	Statutory	75.00	75.00	0.0%	Proposed Fee for 2019-20 - £75
Consideration by Registrar General of a correction application	Statutory	90.00	90.00	0.0%	Proposed Fee for 2019-20 - £90
<b>Rehearsals</b>					
Rehearsals at any Registration Office Mon-Fri normal office hours	Discretionary	50.00	50.00	0.0%	Proposed Fee for 2019-20 - £50
Rehearsals at any Registration Office Sat pre 12.30	Discretionary	70.00	100.00	42.9%	Proposed Fee for 2019-20 - £100
<b>Personalisation of Wedding Vows</b>					
Commemorative Certificate-e.g. for siblings	Discretionary	4.50	4.50	0.0%	Proposed Fee for 2019-20 - £4.5
Commemorative Certificate-e.g. anniversaries	Discretionary	6.00	6.00	0.0%	Proposed Fee for 2019-20 - £6
Commemorative Certificate Laminating	Discretionary	1.00	1.00	0.0%	Proposed Fee for 2019-20 - £1
Confetti	Discretionary	1.00	1.00	0.0%	Proposed Fee for 2019-20 - £1

**FEES & CHARGES**

**APPENDIX 3**

HUMAN RESOURCES & DEV	Statutory or Discretionary	Fee for 2017/18 £	Fee for 2018/19 £	Increase %	Notes
<b>HUMAN RESOURCES &amp; DEV</b>					
Media skills development	Discretionary	Fee to be determined through consultation with trainers to establish costs	Fee to be determined through consultation with trainers to establish costs		
Disengagement / MAPA	Discretionary	Fee to be determined through consultation with trainers to establish costs	Fee to be determined through consultation with trainers to establish costs		
<b>SAFETY</b>					
Managing Safely	Discretionary	300 (internal), 350.00 (external)	300 (internal), 350.00 (external)	0.0%	
<b>First Aid &amp; Occupational Health</b>					
Pre employment review of questionnaire	Discretionary	33.00	33.00	0.0%	
Pre employment review of medical and risk assessment	Discretionary	N/A	N/A		
Pre employment medical	Discretionary	75.00	75.00	0.0%	
Medical review and report to employer	Discretionary	75.00	75.00	0.0%	
Medical Review and report to employer by OHP	Discretionary	160.00	185.00	15.6%	
Visits to employee	Discretionary	75.00 per hour	N/A	-	Service no longer provided
Ill health retirements, review of papers and certificate signed	Discretionary	130.00	N/A	-	
Ill health retirements, interview, review of papers and certificate signed	Discretionary	205.00	N/A	-	
Ill health retirements	Discretionary	N/A	250.00	-	
Hep B Vaccination (course)	Discretionary		145.00	100.0%	New Charge for 2018.19
Noss Employee Counselling (per session)	Discretionary		50.00	100.0%	New Charge for 2018.19
Physiotherapist initial	Discretionary		45.00	100.0%	New Charge for 2018.19
Physiotherapist follow up	Discretionary		30.00	100.0%	New Charge for 2018.19
<b>Provision of Health Surveillance (price per appointment)</b>					
Hand Arm Vibration, Initial and annual screen	Discretionary	25.00	35.00	40.0%	
Hand Arm Vibration, Clinical assessment by OHA	Discretionary	50.00	35.00	-30.0%	
Hard Arm Vibration, Clinical assessment by OHP	Discretionary	145.00	185.00	27.6%	
Spirometry (lung function test)	Discretionary	25.00	35.00	40.0%	
Audiometric screening	Discretionary	25.00	35.00	40.0%	
Skin assessment by OHA	Discretionary		35.00	100.0%	New Charge for 2018.19
<b>Courses</b>					
First Aid at work	Discretionary	215.00	260.00	20.9%	Based on local market place review.
First Aid at work - refresher	Discretionary	163.00	200.00	22.7%	Based on local market place review.
Emergency Aid / Appointed person (per group)	Discretionary	78.00 per person, 702.00 per group	100.00 per person, 800.00 per group	0.0%	Based on local market place review.
Annual update for First Aid at work trained personnel	Discretionary	43.00	60.00	39.5%	Based on local market place review.
Paediatric Course	Discretionary	100.00	120.00	20.0%	Based on local market place review.

**FEES & CHARGES**

**APPENDIX 3**

LEGAL & DEMOCRATIC	Statutory or Discretionary	Fee for 2016/17 £	Fee for 2018/19 £	Increase %	Notes
<b>LEGAL FEES</b>					
All legal advice and transactions (excluding disbursements) - level of charge dependent on charge out rate of respective fee earner)	Discretionary	£80 - £120 per hour	£80 - £120 per hour	0.0%	
S106 Agreements Generally	Discretionary	£80 - £120 per hour	£80 - £120 per hour	0.0%	
S106 Agreement - Single Plot	Discretionary	450.00	450.00	0.0%	
S106 Agreement - For Off-site Affordable Housing Contributions	Discretionary	200.00	200.00	0.0%	
Hourly Charge	Discretionary				
S 38 Agreements	Discretionary	£80- £120 per hour plus disbursements	£80- £120 per hour plus disbursements	0.0%	
S 278 Agreements	Discretionary	£80- £120 per hour plus disbursements	£80- £120 per hour plus disbursements	0.0%	
Deed of Grant for surface water drainage	Discretionary	£80- £120 per hour plus disbursements	£80- £120 per hour plus disbursements	0.0%	
Consents for sublease / charge on Battlefield/Oxon business park	Discretionary	40.00	40.00	0.0%	
Deeds of covenant for assignments on Battlefield/ Oxon	Discretionary	175.00	175.00	0.0%	
Deeds of covenant for assignments on former smallholdings	Discretionary	350.00	350.00	0.0%	
Commons Register Amendments	Discretionary	1,000.00	1,000.00	0.0%	
<b>Education Appeals (There are further charges for each appeal whc)</b>					
Admissions Appeals					
If the Chairman of the Appeals Panel considers that further legal advice is necessary then the Appeals Clerk will seek advice from the Council's legal services at a cost of £100 per hour (pro rata)	Discretionary	£100 per hour (pro rata)	£100 per hour (pro rata)	0.0%	
<b>Exclusion Appeals</b>					
Recharge school at cost separately for any legal services, if required, which will be charged at the rate of £80 to £120 per hour depending upon the solicitor instructed. (NB: It is highly likely that a Solicitor will be required to attend for the entire Panel hearing.)	Discretionary	£80 - £120 per hour	£80 - £120 per hour	0.0%	
<b>ELECTORIAL REGISTRATION</b>					
<b>Sale of Full or Edited Register of Electors</b>					
In Data Form	Statutory	£20 plus £1.50 per 1000 entries	£20 plus £1.50 per 1000 entries (or part)	0.0%	
In Printed Form	Statutory	£10 plus £5 per 1000 entries	£10 plus £5 per 1000 entries (or part)	0.0%	
<b>Sale of Full list of Overseas Electors</b>					
In Data Form	Statutory	£20 plus £1.50 per 100 entries	£20 plus £1.50 per 100 entries (or part)	0.0%	
In Printed Form	Statutory	£10 plus £5 per 100 entries	£10 plus £5 per 100 entries (or part)	0.0%	
<b>Elections Charges to Parish and Town Councils</b>					
Uncontested Elections	Discretionary	£100 per election (if warded or grouped the cost is £100 for each ward or parish as they are classed as separate elections)	£100 per election (if warded or grouped the cost is £100 for each ward or parish as they are classed as separate elections)	0.0%	
Contested Elections	Discretionary	Actual cost of election.	Actual cost of election.		

**FEES & CHARGES**

**APPENDIX 3**

SHIRE SERVICES	Statutory or Discretionary	Fee for 2017/18 £	Fee for 2018/19 £	Increase %	Notes
<b>SHIRE SERVICES</b>					
<b>Cleaning</b>					
Average charge per hour	Discretionary	13.61	To be determined in 2018/19 to ensure a break-even level.		Trading Trading
<b>Catering</b>					
Primary (Reception to Year 2) - average per meal	Statutory	No Charge			Trading
Primary (Year 3 onwards) - average per meal	Discretionary	2.10			Trading
Secondary - average per meal	Discretionary	2.30			Trading
Worcester schools - average per meal	Discretionary	2.30			Trading



**FEES & CHARGES**

**APPENDIX 3**

CHILDREN'S SERVICES	Statutory or Discretionary	Fee for 2017/18 £	Fee for 2018/19 £	Increase %	Notes			
<b>MUSIC SERVICE (Charges Based on Academic Year)</b>								
<b>Bought In</b>								
Bought-in Lesson (per hour)	Discretionary	45.50	}					
Bought-in Lesson (including admin service) (per hour)	Discretionary	49.50						
Bought-in Lesson (pupils that cannot be grouped) (per hour)	Discretionary							
Whole Class Tuition (KS2) (per hour)	Discretionary	35.50						
Whole Class Tuition (per hour)	Discretionary	50.50						
Curriculum Support (per hour)	Discretionary	47.50						
School Ensembles	Discretionary	47.50						
<b>Remissions</b>								
Income Support (Free School Meals) (Refund per term)	Discretionary	Up to £45.00 + free instrument				}		
Looked After Child (Refund per term)	Discretionary	Up to £90.00 + free instrument						
Child Tax Credit & Working Tax Credit (contact Service for criteria) (Refund per term)	Discretionary	Up to £22.50 + 25% off instrument hire						
<b>School of Music</b>								
A – see Service ensemble list	Discretionary	40.00	}		charges in 2018/19 academic year are likely to rise in line with any teachers national pay award			
B – see Service ensemble list	Discretionary	26.50						
C – see Service ensemble list	Discretionary	30.50						
<b>Special Double Bass Lessons</b>								
Term 1 (per hour)	Discretionary	Free + free instrument	}					
Term 2 & 3 (per hour)	Discretionary	Haf price (BI rate) + free instrument						
<b>Continuation from Whole Class (Groups of 6 or more in half an hour)</b>								
Year 1 (per hour)	Discretionary	45.50 + free instrument	}					
<b>Festivals and Workshops - Charges to Schools</b>								
Area Festivals (per pupil) - minimum £95 and maximum £265	Discretionary	2.00 per child	}					
Djembe and Stomp Workshops	Discretionary	Price upon request						
Colleges (per hour)	Discretionary		}					
<b>Instrument Hire</b>								
Instrument Hire (Violin/Ukelele/Guitar) (per term)	Discretionary	8.50						
Instrument Hire (Popular) (per term)	Discretionary	15.00						
Instrument Hire (Other) (per term)	Discretionary	20.00	}					
<b>Popular</b> - bassoon, double bass, euphonium, french horn, tuba, tenor horn, viola, oboe, <b>Other</b> - cello, clarinet, cornet, flute, trombone, trumpet, snare drum, saxophone, harp								
<b>SPECIAL EDUCATION</b>								
<b>EWO Penalty Charges</b>								
- Per pupil (if paid within 21 days)	Statutory	£80	}		The SI prescribing these charges will not be issued until early 18/19			
- Per pupil (if paid within 22 - 28 days)	Statutory	£120						
<b>Home to School / College Transport Charges (Charges Based on Academic Year)</b>								
<b>Post 16</b>								
Post 16 Contribution Scheme	Discretionary	See below	}		See below			
Full Term - Autumn / Spring / Summer		See below						
Autumn		293.00						
Spring		291.00						
Summer		291.00						
Annual		875.00						
Benefits (Admin Fee)		142.50						
<b>Temporary Seats Payment Scheme</b>								
Temporary Seats Payment Scheme	Discretionary	See below	}		See below			
<b>In Catchment Pupils (Full Term)</b>								
Post 16	Discretionary	293.00	}		Charges are under review and are yet to be determined			
Primary & Secondary	Discretionary	161.00						
2nd Child	Discretionary	138.00						
Half Term / AM or PM	Discretionary	105.00						
2nd Child	Discretionary	94.00						
Free School Meals	Discretionary	10.00						
<b>Out of Catchment Pupils (Full Term)</b>								
Post 16	Discretionary	293.00	}		Charges are under review and are yet to be determined			
Primary / Secondary	Discretionary	227.00						
Free School Meals	Discretionary	10.00						

**FEES & CHARGES**

**APPENDIX 3**

HOUSING HEALTH	Statutory or Discretionary	Fee for 2017/18 £	Fee for 2018/19 £	% Increase	Notes
<b>Home Point</b>					
Advertising charges to Housing Associations for vacant properties on the Homepoint website	Discretionary	£70.00	£70.00	0%	
<b>Housing Options</b>					
		Figures provided are estimated Universal Credit rental figures based on 15/16 LHA rates, 16/17 LHA Rates are published at the end of January. Charge per week inclusive of £45 management fee. UC	LHA (Local Housing Allowance) entitlement for size of household up to max of 4 bedroom entitlement - any discretionary management fee can no longer be charged by law		
<b>Temporary Accommodation (52 week basis)</b>					
Shared accommodation or most single aged under 35	Statutory		Rates as shown below per week:-		
1 bedroom	Statutory	LHA entitlement for size of household up to max of 4 bedroom entitlement plus £40 management fee	£83.00		
2 bedrooms	Statutory	LHA entitlement for size of household up to max of 4 bedroom entitlement plus £40 management fee	£88.00		
3 bedrooms	Statutory	LHA entitlement for size of household up to max of 4 bedroom entitlement plus £40 management fee	£110.00		
4 bedrooms	Statutory	LHA entitlement for size of household up to max of 4 bedroom entitlement plus £40 management fee	£130.00		
Hostels (predominantly 1 bedroom and part furnished)	Statutory	LHA entitlement for size of household up to max of 4 bedroom entitlement plus £40 management fee	£170.00		
Bed & Breakfast	Statutory	LHA entitlement for size of household up to max of 4 bedroom entitlement plus £40 management fee	-		Reimbursement of cost to us minus £18.23 which we are unable to recover from Rev & Bens Housing Benefits
Note: There has been a date specified of May 2018 for the full roll out of UC to couples and families in Shropshire. UC is paid according to the size of the household not the size of the property.					

**FEES & CHARGES**

**APPENDIX 3**

ADULT SERVICES	Statutory or Discretionary	Fee for 2017/18 £	Fee for 2018/19 £	Increase %	Notes	
<b>Day Care Related Charges:</b>						
<b>Transport Daily Charges</b>	Discretionary					
5 mile radius (up to 10 miles per day)	Discretionary	4.69	4.79	2.00%		
10 mile radius (up to 20 miles per day)	Discretionary	7.04	7.18	2.00%		
Over 10 miles radius (over 20 miles per day)	Discretionary	9.38	9.57	2.00%		
<b>Day Centre Attendance Charge per day (includes refreshments and some activities)</b>						
<b>Older People</b>						
Helena Lane	Discretionary	52.43	53.48	2.00%		
The Meres Day Centre	Discretionary	52.43	-	-	no longer provided by SC	
The Meres Day Centre (bathing)	Discretionary	21.72	-	-	no longer provided by SC	
<b>Learning Disabilities</b>						
Abbotswood	Discretionary	50.29	51.30	2.00%		
Aquamira	Discretionary	101.60	103.63	2.00%		
Greenacres	Discretionary	37.74	38.50	2.00%		
Albert Road	Discretionary	45.09	45.99	2.00%		
Helena Lane	Discretionary	57.64	58.79	2.00%		
Wayfarers	Discretionary	42.95	43.81	2.00%		
Ellesmere	Discretionary	42.52	-	-	no longer provided by SC	
Avalon	Discretionary	62.84	64.09	2.00%		
Patchworks	Discretionary	54.47	-	-	no longer provided by SC	
Maesbury Metals	Discretionary	41.93	-	-	no longer provided by SC	
<b>Hydrotherapy charges (based on hirers using their own staff)</b>						
20 minute Hydro session	Discretionary	10.20	10.41	2.00%		
1 hour pool hire	Discretionary	30.60	31.22	2.00%		
Multi sensory room Aquamira (per person for a half hour session)	Discretionary	5.10	5.20	2.00%		
<b>Residential Related Charges:</b>						
<b>Older People</b>						
Four Rivers existing residents	Discretionary	It is recommended that fees for current clients be increased by 1% from 1st April 2017	It is recommended that fees for current clients be increased by 2% from 1st April 2018	2.00%		
Four Rivers new residents	Discretionary		Fees for new clients to be set according to separate fee review			
<b>COURT OF PROTECTION CLIENT PROPERTY CHARGES</b>						
Work up to court decision appointing a deputy	Statutory Fee					
Annual management fee - first year	Statutory Fee	As per statute	As per statute			
Annual management fee - after 1st year	Statutory Fee					
Annual property management fee	Statutory Fee					
<b>COMMUNITY SERVICES JOINT TRAINING COURSES</b>						
- Band A Half Day (Voluntary Sector in Shropshire - paid workers)	Discretionary	£10 - £30	£15 - £31	All courses increased by £1 per half day which equates roughly to 2%	Full breakdown of individual course fees can be found in the current Joint Training booklet.	
- Band A Full Day (Voluntary Sector in Shropshire - paid workers)	Discretionary	£40 - £50	£42 - £52			
- Band B Half Day (Shropshire)	Discretionary	£10 - £35	£20 - £36			
- Band B Full Day (Shropshire)	Discretionary	£45 - £50	£47 - £52			
- Band B Half Day (Telford & Wrekin)	Discretionary	£20 - £40	£23.50 - £41			
- Band B Full Day (Telford & Wrekin)	Discretionary	£45 - £55	£47 - £57			
- Band C Half Day (Other (Out of county care providers, other LAs and commercial organisations which are not care or health providers)	Discretionary	£60 - £70	£61 - £70			
- Band C Full Day (Other (Out of county care providers, other LAs and commercial organisations which are not care or health providers)	Discretionary	£100	£102			
- In House Training Half Day	Discretionary	Guideline price £245	Guideline price £250			2.04%
- In House Training Full Day	Discretionary	Guideline price £420	Guideline price £430			2.33%
- Bespoke Training		Prices quoted on application	Prices quoted on application	Not applicable		

## HOUSING REVENUE ACCOUNT RENT LEVEL 2018/19

### Summary

This report recommends the approach to be followed to calculate rent levels and service charges for the Council's retained housing stock and shared ownership homes for the 2018/19 financial year. Over recent years the Government's policy regarding the level of rent for social housing has been subject to significant changes, the most recent being those introduced by the Welfare Reform and Work Act 2016. This Act imposed the requirement for social housing rent to be cut by 1% each April for 4 years commencing in April 2016. The rent level for the 2018/19 financial year will be the third year of this policy and as such rent will be subject to a 1% reduction from April 2018. Service charges and rent for Shared Ownership homes are not bound by this requirement.

### Recommendations

It is recommended that:

Social Housing rents for 2018/19 are reduced by 1% from 2<sup>nd</sup> April 2018.

Affordable rents for 2018/19 are reduced by 1% from 2<sup>nd</sup> April 2018.

Shared Ownership rents continue to be set at 2.75% of the outstanding capital value of the home at the time of sale and thereafter increased each April by the greater of the preceding September Consumer Price Index plus 1% or 1%.

Service charges continue to be set on the basis of actual cost.

### Background

The Housing Revenue Account (HRA) is a ring fenced account separate from the General Fund that records the financial transactions relating to the management and maintenance of the Council's retained housing stock, and the primary source of income (approximately 98%) comes from tenants' housing rent.

Since 2002 Council house rents in Shropshire were increased annually based on the Government's recommended formula rent calculation. This approach was followed by the former District and Borough Councils in Bridgnorth and Oswestry from 2002 and by subsequently Shropshire Council from 2009.

In May 2014 the coalition Government issued new Guidance on Rents for Social Housing. This guidance ended the previously complex formula rent calculation and replaced it with a simple annual inflationary uplift determined by the preceding September Consumer Price Index (CPI) plus 1%. The new guidance took effect from April 2015 and was intended to apply for 10 years.

Following the general election in May 2015 the Chancellor announced in his Budget Statement made on the 8<sup>th</sup> July 2015 that the new Government intended to abandon the 10 year guidance and instead impose a requirement for local authorities and housing associations to cut rent by 1% for 4 years commencing in April 2016. This policy was subsequently incorporated in the Welfare Reform and Work Act 2016 and will apply to rents for 2018/19.

## **Affordable Rent**

The Phase 1 and 2 new build programmes have delivered a total of 95 affordable homes for rent or shared ownership. These programmes have been part funded by Homes and Communities Agency (HCA) grant which has enabled the conversion of up to 241 homes from social rent to affordable rent as a further contribution to the funding. Affordable rents are set at 80% of the market rent for a similar property in the area and are on average £18 a week higher than the social rent. Suitable properties are converted at re-let and to date a total of 221 homes have been switched. All rented new build homes (69) are let on an affordable rent.

## **Shared Ownership Rent**

Under shared ownership the purchaser buys a share of the home (typically between 40% and 60%) and pays rent to the Council initially set at 2.75% of the remaining unpurchased market value. Each subsequent April the rent payment is increased by the greater of the preceding September Consumer Price Index (CPI) plus 1% or 1%. These terms are specified in the lease agreements between the Council and the purchaser and are not affected by the requirements of the Welfare Reform and Work Act 2016. The September 2017 CPI was 3.0% meaning that the uplift for April 2018 will be 4%. To date we have 25 occupied shared ownership properties.

## **Service Charges**

Service charges are applied to a number of tenancies in respect of specific services relating to either the property (such as cleaning in communal areas) or provided specifically for the tenant (such as garden maintenance). Service charges are applied in addition to the rent charge and are subject to an individual calculation based on recovery of costs incurred in the provision of the service.

## **Financial Implications**

Application of a 1% rent cut will result in the 52 week average social rent falling by 81p to £80.68 per week and the average affordable rent falling by 99p to £99.03 per week. The overall impact to the HRA will be a reduction in rent income of £175,800 from 2017/18 to 2018/19. The recommend inflationary increase for shared ownership properties will increase the average weekly rent by £1.32 to £34.37 (52 week basis).