



Shropshire Council
Legal and Democratic Services
Shirehall
Abbey Foregate
Shrewsbury
SY2 6ND
Date: 14 February 2018

Committee: COUNCIL

Date: Thursday, 22 February 2018

Time: 10.00 am

Venue: Council Chamber, Shirehall, Abbey Foregate, Shrewsbury, SY2 6ND

You are requested to attend the above meeting.
The Agenda is attached

Claire Porter
Head of Legal and Democratic Services (Monitoring Officer)

| | | |
|-----------------------------|----------------|--------------------|
| Ann Hartley (Chairman) | Simon Harris | Kevin Pardy |
| Peter Nutting (Leader) | Nigel Hartin | William Parr |
| Vince Hunt (Speaker) | Nick Hignett | Vivienne Parry |
| Steve Charmley (Dep Leader) | Richard Huffer | Tony Parsons |
| Peter Adams | Tracey Huffer | Malcolm Pate |
| Roy Aldcroft | Roger Hughes | Alexander Phillips |
| Clare Aspinall | Ioan Jones | Lezley Picton |
| Nicholas Bardsley | Simon Jones | Ed Potter |
| Joyce Barrow | Mark Jones | John Price |
| Thomas Biggins | Jonny Keeley | Keith Roberts |
| Andy Boddington | Heather Kidd | Madge Shineton |
| Gwilym Butler | Nic Laurens | Harry Taylor |
| Karen Calder | Christian Lea | Robert Tindall |
| Dean Carroll | Matt Lee | Dave Tremellen |
| Lee Chapman | Elliott Lynch | Kevin Turley |
| Ted Clarke | Robert Macey | David Turner |
| Gerald Dakin | Jane MacKenzie | David Vasmer |
| Steve Davenport | Chris Mellings | Stuart West |
| Julian Dean | Paul Milner | Claire Wild |
| Pauline Dee | David Minnery | Brian Williams |
| David Evans | Dan Morris | Leslie Winwood |
| Roger Evans | Pamela Moseley | Michael Wood |
| Hannah Fraser | Alan Mosley | Tina Woodward |
| Rob Gittins | Cecilia Motley | Paul Wynn |
| Nat Green | Peggy Mullock | |

Your Committee Officer is:

Karen Nixon Committee Officer and **Jane Palmer**, Senior Committee Officer

Tel: 01743 257720 and 257712

Email: karen.nixon@shropshire.gov.uk or jane.palmer@shropshire.gov.uk

AGENDA

1 Apologies for Absence

2 Disclosable Pecuniary Interests

Members are reminded that they must not participate in the discussion or voting on any matter in which they have a Disclosable Pecuniary Interest and should leave the room prior to the commencement of the debate.

3 Minutes (Pages 1 - 14)

To approve as a correct record the non-exempt minutes of the previous meeting held on 14 December 2017, which are attached.

Contact: Karen Nixon Tel: 01743 257720.

4 Announcements

To receive such communications as the Chairman, Speaker, Leader and Head of Paid Service may desire to lay before the Council.

5 Public Questions

To receive any questions from the public, notice of which has been given in accordance with Procedure Rule 14.

6 Report of the Independent Remuneration Panel (Pages 15 - 26)

Report of the Head of Legal & Democratic Services is attached.

Contact Claire Porter Tel: 01743 252763.

7 Portfolio Holder Annual Report for Communities (Pages 27 - 34)

To receive the annual report from the Portfolio Holder for Communities which is attached.

8 Council Tax Resolution 2018/19 (Pages 35 - 54)

Report of the Head of Finance, Governance and Assurance is attached.

Contact James Walton Tel 01743 255011.

9 Financial Strategy 2018/19 - 2022/23 (Pages 55 - 162)

Report of the Head of Finance, Governance and Assurance is attached.

Contact James Walton Tel 01743 255011.

10 Treasury Strategy 2018/19 (Pages 163 - 212)

Report of the Head of Finance, Governance and Assurance is attached.

Contact James Walton Tel 01743 255011.

11 Fees and Charges 2018/19 (Pages 213 - 268)

Report of the Head of Finance, Governance and Assurance is attached.

Contact James Walton Tel 01743 255011.

12 Appointments to Committees

South Planning Committee

Cllr Michael Wood to replace Cllr William Parr as a Full member of South Planning Committee.

Cllr William Parr to become a Substitute member of South Planning Committee.

Strategic Licensing Committee

Cllr Rob Gittins to replace Cllr Mark Jones as a Full member on Strategic Licensing Committee.

Place Overview Committee

Cllr Claire Wilde will replace Cllr Dean Carroll as Substitute member on Place Overview Committee.

North Planning Committee

Cllr Joyce Barrow to replace Cllr Clare Aspinall as a Full member on the North Planning Committee.

13 Questions from Members (Pages 269 - 278)

To receive any questions from Members, notice of which has been given in accordance with Procedure Rule 15.2.

14 Exclusion of the Press and Public

RESOLVED: That in accordance with the provisions of Schedule 12A of the Local Government Act 1972, and Paragraph 10.4 (3) of the Council's Access to Information Procedure Rules, the public and press be excluded during consideration of the following item.

15 Exempt Minutes (Pages 279 - 282)

To approve as a correct record the exempt minutes of the previous meeting held on 14 December 2017, which are attached.

Contact: Karen Nixon Tel 01743 257720.

Public Document Pack Agenda Item 3



Committee and Date

Council

22nd February 2018

COUNCIL

Minutes of the meeting held on 14 December 2017

In the Council Chamber, Shirehall, Abbey Foregate, Shrewsbury, SY2 6ND

10.00 am - 3.15 pm

Responsible Officer: Karen Nixon

Email: karen.nixon@shropshire.gov.uk Tel: 01743 257720

Present

Councillors Ann Hartley (Chairman) and Peter Nutting (Leader)

Councillors Vince Hunt (Speaker), Steve Charmley (Deputy Leader), Peter Adams, Roy Aldcroft, Nicholas Bardsley, Thomas Biggins, Andy Boddington, Gwilym Butler, Karen Calder, Dean Carroll, Lee Chapman, Ted Clarke, Gerald Dakin, Steve Davenport, Julian Dean, David Evans, Roger Evans, Hannah Fraser, Rob Gittins, Nat Green, Simon Harris, Nigel Hartin, Nick Hignett, Richard Huffer, Ioan Jones, Mark Jones, Jonny Keeley, Heather Kidd, Nic Laurens, Christian Lea, Matt Lee, Elliott Lynch, Robert Macey, Jane MacKenzie, Chris Mellings, Paul Milner, David Minnery, Dan Morris, Pamela Moseley, Alan Mosley, Cecilia Motley, Peggy Mullock, Kevin Pardy, William Parr, Vivienne Parry, Malcolm Pate, Alexander Phillips, Lezley Picton, Ed Potter, John Price, Keith Roberts, Madge Shingleton, Harry Taylor, Dave Tremellen, David Turner, David Vasmer, Stuart West, Claire Wild, Brian Williams, Leslie Winwood, Michael Wood, Tina Woodward and Paul Wynn

63 APOLOGIES FOR ABSENCE

The Chief Executive reported that apologies for absence had been received from Councillors Aspinall, Barrow, Dee, Huffer, Hughes, Jones, Parsons, Tindall and Turley.

64 DISCLOSABLE PECUNIARY INTERESTS

Members were reminded that they must not participate in the discussion or voting on any matter in which they have a Disclosable Pecuniary Interest and should leave the room prior to the commencement of the debate.

65 MINUTES

RESOLVED: That the Minutes of the meeting held on 21 September 2017, as circulated with the agenda papers, be approved and signed as a correct record.

Arising thereon: at Minute 61 ii) it was highlighted that Cllr Boddington accepted the amendment put forward. Subject to this addition, the minutes were approved.

66 ANNOUNCEMENTS

Chairman's Engagements

The Chairman referred Members to the list of official engagements carried out by herself and the Speaker since the last meeting of the Council on 21 September 2017, which had been circulated at the meeting.

Gold Employer Award

Sean McCarthy, Armed Forces Covenant Co-ordinator presented the Gold Employer recognition Award to Cllr Karen Calder on behalf of Shropshire Council for the excellent work it did in supporting members of the Armed Forces, Reservists and Volunteers. In accepting the award Cllr Calder acknowledged the hard work of members and officers that had contributed to this great achievement and said the Award would be displayed in a prominent area in Reception for all to see.

Ofsted Inspection

The Portfolio holder for Children and Young People gave a verbal update on the outcome of the recent Ofsted Inspection of which he was very proud: Shropshire had been classed as GOOD which was an excellent achievement. This put Shropshire Council amongst the top 25 – 30% of councils in the north of England.

He gave a huge thank you to all involved and said it was good to know children were safe in Shropshire, whilst paying a special tribute to Karen Bradshaw, Director of Children's Services and her team.

In concluding, the Portfolio Holder acknowledged that there was no room for complacency and that there were still areas to be improved upon. To this end, an Action Plan was currently being developed with the aim of attaining outstanding at the next inspection.

Christmas Celebration

Unfortunately the Shire Choir were unable to perform on the day. However, The Chair informed that there would still be a short recess between 12.30pm and 1.00pm, but without the choir.

67 PUBLIC QUESTIONS

Petitions

The Speaker advised that two petitions, each bearing more than 1,000 signatures each, had been received regarding car parking charges as follows;

- A petition opposing the changes and charges to the Market Drayton Car Park from Mr Geoff Vernon, of Festival Drayton Centre, and

- A petition entitled ‘Say NO to Council Plans to raise parking charges in Shrewsbury.’

Mr Vernon was present to outline his case regarding the Market Drayton Car Park petition and in doing so he specifically spoke about the detrimental impact the proposed introduction of evening parking charges at the Festival Drayton Centre would have. He also stressed the enormous community support there was against these proposals and urged the Council to look at his proposals.

A debate ensued and Cllrs Pardy, Evans, Minnery, Aldcroft and Wynn spoke in support of the key points made by the petitioner. In formally responding to the petition, Cllr Davenport Portfolio Holder for Highways and Transport, said the Council recognised the importance of car parks within communities and the local economy. He fully took on board the comments made by Mr Vernon and commented that this had yet to go to Cabinet. This was still being consulted on and therefore the Portfolio Holder proposed that the Council should take no further action at this point.

Public Questions

The Speaker advised that one public question had been received from Mr Wynn Davies in accordance with Procedure Rule 15 (a copy of the report containing the question and the formal response was circulated at the meeting and a copy is attached to the signed minutes).

Mr Davies asked a supplementary question of the Leader: How much extra funding will be coming into Shropshire Council and how do you anticipate raising funds in the future?

The Leader replied that he could not respond directly - the financial settlement would not be known until the following week. However he was hopeful in respect of housing and being able to spend more freely in the future.

68 CHANGE TO ORDER OF BUSINESS

The Leader reported that with Council’s agreement he would bring forward agenda items 20 ‘Shrewsbury Shopping Centres’ and 21 ‘Treasury Strategy 2017/18’ (which were both exempt items) to the beginning of the meeting, after going into private session.

Furthermore he reported that agenda items 14 and 15 would be swapped around as follows:

‘Shropshire Council – Council Tax Support Scheme 2018-19’ would be taken first, followed by
‘Setting the Council Tax TaxBase for 2018/19’.

69 EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED:

That in accordance with the provisions of Schedule 12A of the Local Government Act 1972, and Paragraph 10.4(3) of the Council's Access to Information Procedure Rules, the public and press be excluded during consideration of the following items

70 SHREWSBURY SHOPPING CENTRES (EXEMPT ITEM)

The Deputy Leader and Portfolio Holder for Corporate Support presented a confidential report from the Director of Place and Enterprise on Shrewsbury Town Centre.

RESOLVED: That the four exempt recommendations as detailed in the confidential report, be approved.

71 TREASURY STRATEGY 2017/18 - MID YEAR REVIEW (EXEMPT ITEM)

The Leader and Portfolio Holder for Finance presented a confidential report from the Head of Finance, Governance and Assurance on the Treasury Strategy 2017/18 – Mid Year Review.

RESOLVED: That the three exempt recommendations as detailed in the confidential report, be approved.

The public and press were invited to return to the meeting.

72 PORTFOLIO HOLDER ANNUAL REPORT FOR ECONOMY AND GROWTH

It was proposed by Cllr Laurens Portfolio Holder for Economic Growth and seconded by Cllr Turner that the report, a copy of which is attached to the signed minutes, be received.

Cllr Laurens presented and amplified his report and responded to the questions, queries and concerns raised by Members, including Cllrs Motley, Keeley, Mosley, Pate, I Jones, Dean, Parry, and Lynch.

In conclusion, Cllr Laurens assured that he was mindful of tourism and that renewables would be promoted.

RESOLVED: That the contents of the report of the Portfolio Holder for Economy and Growth be noted and approved.

73 ANNUAL REPORT OF THE PLACE OVERVIEW COMMITTEE (INCORPORATING ENTERPRISE AND GROWTH SCRUTINY COMMITTEE)

It was proposed by Cllr Butler, Chairman of the Place Overview Committee (incorporating Enterprise and Growth Scrutiny Committee), and seconded by Cllr Harris, that the Annual Report 2017 of the Place Overview Committee, a copy of which is attached to the signed Minutes, be received and agreed.

Cllr Butler presented his report and thanked officers for their excellent work in re-organising the Committee. He also made particular mention of a list of interesting topics that would be scrutinised in the future by the Committee.

RESOLVED: That the contents of the Annual Report 2017 of the Place Overview Committee (incorporating the Enterprise and Growth Scrutiny Committee) be received.

74 PORTFOLIO HOLDER ANNUAL REPORT FOR FINANCE

It was proposed by Cllr Minnery, Portfolio Holder for Finance, and seconded by Cllr Nutting that the annual report, a copy of which is attached to the signed Minutes, be received and agreed.

Cllr Minnery presented and amplified his report and responded to the questions, concerns and comments from Members, including those from Cllrs Pardy and Evans

RESOLVED: That the contents of the annual report of the Portfolio Holder for Finance be received.

75 PORTFOLIO HOLDER ANNUAL REPORT FOR CORPORATE SUPPORT

It was proposed by Cllr Charmley, Portfolio Holder for Corporate Support, and seconded by Cllr Macy that the annual report, a copy of which is attached to the signed Minutes, be received and agreed.

Cllr Charmley presented and amplified his report and responded to the questions, concerns and comments from Members, including Cllrs Mosely, Hartin, Evans, Parry, Wood and Gittens.

In conclusion, he expressed his sincere thanks to the work and support of the Head of Human Resources and Development and her staff for their continued hard work in making Shropshire a much more commercial and agile organisation.

RESOLVED: That the contents of the annual report of the Portfolio Holder for Corporate Support be received.

76 REPORT OF THE PORTFOLIO HOLDER FOR UNIVERSITY AND STRATEGIC

It was proposed by Cllr Nutting, Portfolio Holder for University and Strategic, and seconded by Cllr Charmley that the report, a copy of which is attached to the signed Minutes, be received.

Cllr Nutting presented and amplified his report and responded to the questions, concerns and comments from Members, including Cllrs Mosley and Pardy.

RESOLVED: That the contents of the annual report of the Portfolio Holder for University and Strategic be received.

77 ANNUAL REPORT OF THE PERFORMANCE MANAGEMENT SCRUTINY COMMITTEE

It was proposed by Cllr Wild, Chair of the Performance Management Scrutiny Committee, and seconded by Cllr Butler that the Annual Report of the Performance Management Scrutiny Committee 2017, a copy of which is attached to the signed Minutes, be received.

Mrs Wild presented her report and provided an overview of the work of the Committee during the last twelve months.

RESOLVED: That the contents of the Annual Report 2017 of the Performance Management Scrutiny Committee be received.

78 PORTFOLIO HOLDER HEALTH AND ADULTS

It was proposed by Cllr Chapman, Portfolio Holder for Health and Adults, and seconded by Cllr Carroll that the report, a copy of which is attached to the signed minutes, be received and agreed.

Mr Chapman presented his report and responded to questions, queries and concerns raised by Members, including Cllrs Kidd, Evans, Parry and Pardy.

Cllr Chapman also expressed his thanks to the Director of Public Health and the Health Team for their excellent work.

RESOLVED: That the contents of the report of the Portfolio Holder for Health and Adults be received.

79 ANNUAL REPORT OF THE HEALTH AND ADULT SOCIAL CARE OVERVIEW AND SCRUTINY COMMITTEE (formerly HEALTH AND ADULT SOCIAL CARE SCRUTINY COMMITTEE)

It was proposed by Cllr Calder, Chair of the Health and Adult Social Care Overview and Scrutiny Committee (formerly the Health and Adult Social Care Scrutiny

Committee), and seconded by Cllr Milner that the Annual Report of the Health Overview and Scrutiny Committee 2017, a copy of which is attached to the signed Minutes, be received.

Cllr Calder presented her report and provided an overview of the work of the Committee during the last twelve months. In conclusion, she thanked officers for their hard work and continued commitment and gave special thanks to Cllr Dakin for his valued contribution over the years to this area of work.

RESOLVED: That the contents of the Annual Report 2017 of the Health and Adult Social Care Overview and Scrutiny Committee be received.

80 SHROPSHIRE COUNCIL - COUNCIL TAX SUPPORT SCHEME 2018/19

It was proposed by the Leader, Cllr Nutting, and seconded by Cllr Minnery, that the report, a copy of which is attached to the signed Minutes and the recommendations contained therein be received and agreed.

Cllr Evans proposed an amendment whereby Option 2 be approved: Make changes to the existing scheme to align with Housing Benefit and apply a minimum award of £1.50 a week which would give savings of £206,000. This was seconded by Cllr Boddington.

A recorded vote was requested and duly agreed on the proposed amendment. The result was as follows:

Voted FOR (15)

Cllrs Boddington, Clarke, Dean, Evans, Green, Hartin, Keeley, Kidd, Mellings, Moseley, Mosley, Pardy, Parry, Taylor and Vasmer.

Voted AGAINST (30)

Cllrs Aldcroft, Bardsley, Biggins, Butler, Calder, Carroll, Chapman, Charmley, Gittens, Harris, Hartley, Hignett, Hunt, Laurens, Macey, Minnery, Nutting, Parr, Phillips, Picton, Price, Potter, Roberts, Turner, West, Wild, Williams, Winwood, Wood and Woodward.

ABSTENTIONS (2)

Cllrs Milner and Tremellen abstained from voting.

The amendment was therefore lost and the original recommendation was duly approved.

RESOLVED:

- a) That Option 4 as Shropshire Council's council tax support scheme for 2018-19 and associated exemptions with an estimated gross saving of £1,190,000 be approved.

- b) That arrangements for consideration of discretionary requests and the utilisation of DHP fund be approved and that a total fund of £300,000 be set aside for 2018/19 to help transition in these changes
- c) That Shropshire Council's proposed full draft CTS scheme for 2018/19 which was available on the Council's website (link below) be noted:

<https://www.shropshire.gov.uk/benefits/what-help-can-i-claim-from-the-council/council-support-and-housing-benefit/>

81 SETTING THE COUNCIL TAX TAXBASE FOR 2018/19

It was proposed by the Leader, Cllr Nutting, and seconded by Cllr Minnery, that the report, a copy of which is attached to the signed Minutes and the recommendations contained therein be received and agreed.

RESOLVED:

- a) That in accordance with the Local Government Act 2012, the removal of the discretionary Council Tax discount policy awarded in respect of vacant properties undergoing major repair for the 2018/19 financial year, i.e. removing the discount of 50% for up to 12 months be approved and, therefore, inclusion of an additional 114.37 Band D equivalents in the taxbase be approved.
- b) That in accordance with the Local Government Act 2012 the revised discretionary Council Tax discount policy awarded in respect of vacant properties i.e. former Class C exempt properties for the 2018/19 financial year i.e. continuation of 100% for one month, and the resulting exclusion of 257.66 band D equivalents from the taxbase be approved, and the removal of the 25% discount for the remaining five months and the resulting inclusion of 268.00 Band D equivalents in the Council Tax taxbase be approved.
- c) That the publication of a notice regarding the new discretionary Council Tax discount policy awarded in respect of vacant properties within 21 days of the determination be approved.
- d) That on the assumption that the changes to the discount policy in relation to vacant dwellings detailed in Sections 2.1, 2.2 and 7.2 of the report be approved and the changes to the Council's localised Council Tax Support scheme detailed in the Shropshire Council - Council Tax Support Scheme 2018-19 report presented earlier to Council be approved.
- e) That in accordance with the Local Authorities (Calculation of Tax Base) (England) Regulations 2012, the amount calculated by Shropshire Council as its Council Tax taxbase for the year 2018/19, as detailed in Appendix A, totalling 109,095.60 Band D equivalents be approved.

- f) That the changes to the Council's localised Council Tax Support (CTS) scheme in 2018/19 be noted. The scheme was attached at Appendix B.
- g) That the exclusion of 9,353.67 Band D equivalents from the taxbase as a result of localised Council Tax Support be noted.
- h) That the continuation of the discretionary Council Tax discount policy of 0% in respect of second homes (other than those that retain a 50% discount through regulation as a result of job related protection) be noted and that the inclusion of 670.95 Band D equivalents in the Council Tax taxbase as a result of this discount policy also be noted.
- i) That the continuation of the "six week rule" in respect of vacant dwellings, i.e. former Class C exempt properties be noted.
- j) That the continuation of the discretionary power to levy a Council Tax premium of 50% in relation to dwellings which had been empty for more than two years be noted and that the resulting inclusion of 245.89 Band D equivalents in the Council Tax taxbase also be noted.
- k) That the collection rate for the year 2018/19 of 97.8% be approved.

82 AMENDMENTS TO THE CONSTITUTION

It was proposed by the Leader, Cllr Nutting, and seconded by Cllr Charmley, that the report, a copy of which is attached to the signed Minutes and the recommendations contained therein be received and agreed.

RESOLVED

- i) That Part 3 of the Constitution, Responsibility for Functions, be amended by the replacement of the Political Structures Monitoring Group with the Constitution Working Group with a membership consisting of the Leader, Deputy Leader and other Group Leaders (or their deputy).
- ii) That that the scheme for Public Questions set out in the Constitution be amended as follows:
 - a) Notice of the question should be received 24 hours' prior to the commencement of the relevant meeting.
 - b) The member of the public should ask the question at the meeting
 - c) The response should be provided verbally at the meeting
 - d) No supplementary question to be permitted.
- iii) That the terms of reference for the Audit Committee be amended by the inclusion of the following additional paragraph:
 - "3. The Committee has the option to recruit an independent member where there is an identifiable benefit."

83 MOTIONS

83.1 The following motion was proposed by Cllr Dean and duly seconded by Cllr Taylor:

“Housing Benefit for those in Women’s Refuges

Council notes:

The government proposals to remove Domestic Abuse Refuges and other forms of short-term supported housing from the welfare system.

On average housing benefit makes up 53% of the funding to refuges that provide a vital, sometimes life-saving service to vulnerable women and children fleeing abusive partners.

The chief executive of Women’s Aid had said: “The government’s proposed reforms to supported housing will dismantle our national network of lifesaving refuges and put the lives of women and children trying to escape domestic abuse at risk. This is a matter of life or death.”

West Mercia Police has seen the number of domestic abuse reports more than double in the last four years.

The government proposal will see housing benefit replaced with a grant to local authorities. However there is no proposal to ring fence this for particular forms of short-term supported housing. In addition many people fleeing domestic violence and abuse need to relocate, and so may stay in areas where they have little or no local connection, with the possibility that the response from local authorities to their short-term housing needs will become uneven at best.

Council resolves to instruct the Chief Executive and Leader to make representations to government calling on them to remove this proposal and retain access to housing benefit for those in short-term supported housing to help secure the future of this vital service.”

Cllr Carroll proposed an amendment, a copy of which was circulated at the meeting, which was seconded by Cllr Wild:

“Central Government has proposed changes to Housing Benefit for people in women’s refuges and temporary accommodation. These have the potential to have a significant impact on those individuals within Shropshire and how Shropshire Council is able to meet their needs. Shropshire Council believes we need to drill down in to this issue to understand its impact.

Therefore this Council resolves to refer this issue to the Welfare Reform Task & Finish Group to review and inform any response we need to make.”

On being put to the vote, the amendment was carried with the majority voting in favour.

In addition to this Cllr Evans proposed that to this end Council should look at undertaking a Rapid Action Group (in 1 day). This was seconded by Cllr Calder and duly agreed by the majority.

83.2 The following motion was proposed by Cllr Kidd and duly seconded by Cllr Hartin:

“The Council has severe problems recruiting carers, teachers and other key workers in rural areas – especially in South West Shropshire. The Council now needs to have a robust plan to define our key workers and a delivery plan for their housing in the countryside. Maintaining and improving sustainability of our villages is vital for their future, the future of their services e.g. schools, shops and local businesses. This has the potential to save money in Council Service delivery too.

This Council requests officers- as a matter of urgency - to bring forward innovative ways to build housing to satisfy local need and not developers wants in our rural areas. This response should include cost effective and low resource methods to improve the status of Parish and Neighbourhood planning so that Towns and Parishes have a meaningful role in planning applications and can reflect needs of their communities. A new definition and status of key workers is also vital.”

Cllr Carroll proposed an amendment, a copy of which was circulated at the meeting, which was seconded by Cllr Butler:

“Shropshire Council recognises there can be problems recruiting carers, teachers and other key workers in rural areas around the county. Maintaining and improving the sustainability of our villages is vital for their future and the future of their services e.g. Schools, shops and local businesses. As a Council we have already started to take proactive steps to help tackle these important issues:

- a) Officers are working closely with Registered Providers who have funding which could help us to develop innovative solutions to meeting housing need in rural areas:
- b) Currently, the delivery of effective local solutions is often frustrated by the fact the housing register does not capture sufficient evidence of local need including ‘hidden’ need. This means that some local communities don’t recognise or support initiatives to address local housing need. External funding has supported the employment of additional staff in the Policy Team who are actively engaged in developing new ways of collecting robust local evidence about local employment and housing need to help deliver tailored solutions. We expect to launch a new initiative ‘Right Homes Right Places’ to help address this issue before the end of January 2018.
- c) Officers are currently reviewing the existing ‘Type and Affordability of Housing’ Supplementary Planning Document, which expands on housing policies in the existing Local Plan. The review provides an opportunity to make improvements which would support innovative solutions to help deliver more affordable housing in sustainable locations with good access to local services. There will be an opportunity for elected members to contribute directly to the review process for this guidance starting in early 2018;
- d) Officers continue to actively support the preparation and review of community-led plans within current resource constraints. The Local Plan Review will provide an opportunity to review planning policies to help

reinforce the value and application of up to date local evidence as part of planning decisions and to support the continued preparation of both informal Parish Plans and formal Neighbourhood Plans;

Therefore this Council RESOLVES to

- i) Support the work of officers from the Housing and Planning Policy Teams in developing innovative ways to provide the housing to satisfy local needs in our rural areas.
- ii) Refer the issue of parish and neighbourhood planning to the Place Overview and Scrutiny Committee for investigation as part of the work on Place Shaping in their work programme.

On being put to the vote, the amendment was duly carried with the majority voting in favour.

- 83.3 The following motion was proposed by Cllr Boddington and duly seconded by Cllr Keeley;

“Council funding for community groups has been substantially reduced and is set to fall further. Several councils have introduced a community lottery. For example, the pioneering Vale Lottery run by Aylesbury Vale District Council raised around £75,000 for good causes in its first year. The sales drive is led by charities and voluntary groups. These support everything from village halls to suicide prevention and from helping young people to ensuring the air ambulance keeps flying. Good causes get 50% of the sales for every nomination. A further 10% of the £1 stake goes to other good causes locally. That leaves 40% for administration and prizes.

This Council instructs the Chief Executive to examine the case for a Shropshire community lottery and to report back to council before the end of March 2018.”

On being put to the vote this motion was carried by the majority.

84 QUESTIONS FROM MEMBERS

The Speaker advised that the following 9 questions had been received in accordance with Procedure Rule 15 (copies of the report containing the detailed questions and their formal responses are attached to the signed Minutes).

- a) Received from Cllr Turner and answered by Cllr Nutting, the Leader of the Council and Portfolio Holder for University and Strategic about the Council’s financial position.

By way of a supplementary question Cllr Turner thanked the Leader for his reply and the clarification. Back in May the Leader suggested that the Council’s financial situation had been overplayed. In November he talked of having to make some difficult decisions about next year’s budget and, when the delay since he coming to

office in May was queried, he suggested that he was giving new members a chance to get to grips with how the Council worked. I suggest that this six-month delay has jeopardised a potential budget saving of some £3m which we will never get back. In the private sector I know and understand, this would be described as no way to run a business. Does he agree? And if not in what way is my logic flawed?

In response, the Leader stated that progress would be seen in the coming weeks.

- b) Received from Cllr Kidd and answered by Cllr Macey, Portfolio Holder for Planning, and Regulatory Services and Environment about affordable housing.

By way of a supplementary question, Cllr Kidd asked to be involved in the Task and Finish Group.

In response, the Portfolio Holder stated that he would look at this.

- c) Received from Cllr P Moseley and answered by Cllr Charmley, Portfolio Holder for Corporate Support about the use of agency staff.

By way of a supplementary question, Cllr Moseley stated she was concerned about temporary staff and the lack of continuity of care this created. She requested that measures be introduced to recruit permanent staff in the future.

In response, the Portfolio Holder stated that he would prefer to use permanent staff as far as possible but it was not always easy to recruit.

- d) Received from Cllr West and answered by Cllr Nutting, Leader about the good outcomes achieved by staff in Council activities and services, notably the recent Ofsted report for Shropshire Children's Services.

By way of a supplementary question, Cllr West asked how similar outcomes could be achieved in the future, given the redundancy programme that was about to be considered.

In response, the Leader hoped that the Digital Transformation would help. It would be challenging times ahead, but he felt the Council could do better and be more commercial in its approach.

- e) Received from Cllr Boddington and answered by Cllr Macey, Portfolio Holder for Planning and Regulatory Services about plastic recycling.

By way of a supplementary question, Cllr Boddington asked if China's ban on recycling plastics had had an impact on Shropshire yet?

In response, the Portfolio Holder agreed to look into this and report back to Cllr Boddington.

- f) Received from Cllr Evans and answered by Cllr Macey, Portfolio Holder for Planning and Regulatory Services about the balance of CIL payments held by Shropshire Council.

By way of a supplementary question, Cllr Evans queried if that was the best way to spend the CIL monies.

In response, the Portfolio Holder stated that he would provide Cllr Evans with a written response.

- g) Received from Cllr Evans and answered by Cllr Charmley Portfolio Holder for Corporate Support about transfers of staff subject to TUPE regulations

By way of a supplementary question, Cllr Evans queried again (bottom of page 129) were any known vacancies included in these transfers and if so how many were there in each of the last 3 financial years?

In response, the Portfolio Holder stated that he would provide Cllr Evans with a written response.

- h) Received from Cllr Boddington and answered by Cllr Minnery, Portfolio Holder for Finance about discretionary business rate relief.

By way of a supplementary question, Cllr Boddington asked why 9 companies had refused relief and were in effect giving the money back to the Government.

In response, the Portfolio Holder confirmed that he understood that the majority had not, but he did undertake to look into this and then get back to Cllr Boddington with a written response.

- i) Received from Cllr Tremellen and answered by Cllr Macey, Portfolio Holder for Planning and Regulatory Services about the review of future Planning Committees.

By way of a supplementary question, Cllr Tremellen requested more clarity.

In response, the Portfolio Holder confirmed this was currently being worked on and he would get back to Cllr Tremellen with a written response.

Signed (Chairman)

Date:



Committee and Date

Council

22 February 2018

10.00 am

REPORT OF THE INDEPENDENT REMUNERATION PANEL

Responsible Officer Claire Porter

Email: claire.porter@shropshire.gov.uk

Tel: (01743) 252763

1.0 SUMMARY

- 1.1 This report incorporates the recommendations of the Independent Remuneration Panel on a full review of the level of basic remuneration for Shropshire Councillors together with a full review of special responsibility allowances made available.

2.0 RECOMMENDATIONS

- 2.1 The Council is requested to consider and approve, with or without amendment, the Independent Remuneration Panel's recommendations.

REPORT

3.0 BACKGROUND

- 3.1 The Panel met on 18 September and 6 October 2017 to give consideration to Members' Allowances. The Panel's recommendations are contained within the Report attached at Appendix 1.

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

None

Cabinet Member (Portfolio Holder)

Councillor Peter Nutting [Leader]

Local Member/s

All

Appendices

Appendix 1: Report of the Independent Remuneration Panel

**REPORT OF THE INDEPENDENT REMUNERATION PANEL -
REVIEW OF SCRUTINY COMMITTEE CHAIRMAN ALLOWANCE AND
MEMBERS'S ALLOWANCES SCHEME FOR 2018/19**

1.0 INTRODUCTION

1.1 In approving the current Members' Allowances Scheme in September 2016, Council also agreed to a thorough review being undertaken following the establishment of a new administration in May 2017.

1.2 The Independent Remuneration Panel met on 18 September 2017 and received oral representations from the following Members:

| | |
|--------------------------|---|
| Councillor Peter Nutting | Leader |
| Councillor Pam Moseley | representing the Labour Group |
| Councillor Pauline Dee | Independent Group |
| Councillor David Turner | |
| Councillor Hannah Fraser | representing the Liberal Democrat Group |

1.3 A further meeting was held on 6 October 2017 at which oral representations were received from Clive Wright, Chief Executive, and the following Members and Officer:

| | |
|-------------------------------|----------------------------------|
| Councillor David Minnery | Portfolio Holder |
| Councillor Kevin Pardy | |
| Councillor Claire Wild | Scrutiny Chair |
| Councillor Elliott Lynch | |
| Councillor Edward Potter | |
| Councillor Lee Chapman | Portfolio Holder |
| Councillor Roger Evans | Group Leader - Liberal Democrats |
| Councillor Roy Aldcroft | |
| Councillor Alexander Phillips | |
| Councillor Simon Harris | |
| Councillor Ted Clarke | Chairman Planning Committee |
| Councillor David Evans - | Chairman Planning Committee |

1.4 In addition, The Panel considered comparative data based on a CIPFA provided comparison package. Panel Members also took note of the general situation with Public Sector pay and external inflation movements. As well as their face to face meetings, Panel Members held further telephone conferences in order to compose their recommendations.

2.0 MEMBERS BASIC ALLOWANCE

2.1 Recommendation

That the basic allowance paid to members should remain unchanged at £11,514.00.

2.2 Reasoning

The Panel noted that Council Members had previously and voluntarily taken a 5% reduction in allowances, that membership of a pension scheme was no longer possible and that inflationary pressure had eroded spending power generally. However, when compared against the basic allowance of other authorities, that of Shropshire Council Members was still some way ahead of the median allowance paid elsewhere. Additionally, there was little or no pressure from Council Members suggesting that an increase in basic allowance was needed. In light of that, Panel Members concluded that the basic allowance should remain the same.

SPECIAL RESPONSIBILITY ALLOWANCES

3.0 CHAIRMAN OF COUNCIL/DEPUTY SPEAKER

3.1 Recommendation

That the Special Responsibility Allowance multiplier for the Chairman of Council/Deputy Speaker be reduced from 0.75 to 0.5

3.2 Reasoning

The importance of the work done by Chairman of the Council / Deputy Speaker was acknowledged freely by The Panel. However, having considered the work involved, The Panel took the view that the demands of the role were out of alignment with the level of SRA being paid and that a downward adjustment to a factor of 0.5 would be appropriate.

4.0 SPEAKER/VICE-CHAIRMAN

4.1 Recommendation

That the Special Responsibility Allowance multiplier for the Speaker/Vice Chairman be reduced from 0.75 to 0.5.

4.2 Reasoning

The importance of the work done by Speaker / Vice Chairman of the Council was acknowledged freely by The Panel. However, having considered the work involved, The Panel took the view that the demands of the role were out of alignment with the level of SRA being paid and that a downward adjustment to a factor of 0.5 would be appropriate.

5.0 LEADER OF COUNCIL (INC GROUP LEADER)

5.1 Recommendation

That the Special Responsibility Allowance multiplier for the Leader of Council (including Group Leader) be increased from 2 to 2.5.

5.2 Reasoning

The amount of work being undertaken by the Leader of the Council has grown consistently over time but there has been no corresponding increase in SRA. Additionally, when compared to Leaders of other Authorities, the SRA of the Leader of Shropshire Council lags somewhat behind that of its comparators. Accordingly, in recognition of the increased level of work undertaken and time spent on Council business, The Panel formed the opinion that an increase in SRA was justified.

6.0 DEPUTY LEADER OF COUNCIL + PORTFOLIO HOLDER

6.1 Recommendation

That the Special Responsibility Allowance multiplier for the Deputy Leader of Council (Portfolio Holder) remains unchanged at 1.25

6.2 Reasoning

Having reviewed the SRA for the role, The Panel felt that the current level of SRA continued to fit well with the work and responsibilities of the Deputy Leader of the Council.

7.0 EXECUTIVE MEMBERS (PORTFOLIO HOLDERS)

7.1 Recommendation

That the Special Responsibility Allowance multiplier for the Executive Members (Portfolio Holders) remains unchanged at 1

7.2 Reasoning

Having reviewed the SRA for the Executive Member roles, The Panel felt that the current level of SRA continued to fit well with the work and responsibilities of the office holders.

8.0 DEPUTY PORTFOLIO HOLDERS

8.1 Recommendation

That the Special Responsibility Allowance multiplier for the Deputy Portfolio Holders be reduced from 0.5 to 0.25

8.2 Reasoning

The SRA for Deputy Portfolio Holders has been under consideration for some time. The Panel was therefore keen to get as wide a view as possible from those wishing to give evidence. Having done so, The Panel drew the overall conclusion that the multiplier was greater than that warranted by the associated work and responsibility level of the role and that this indicated the need for a reduction in the size of the related SRA multiplier.

9.0 OPPOSITION GROUP LEADERS (with at least 10% of the membership of the Council)

9.1 Recommendation

That the Special Responsibility Allowance multiplier for the Opposition Group Leaders (with at least 10% of the membership of the Council) be increased from 0.5 to 0.75

9.2 Reasoning

In assessing this SRA, The Panel noted an increased time and work commitment by Opposition Group Leaders in managing their groups and providing an opposition view to the Administration. Evidence given to The Panel supported this and led to the conclusion that an increase in the SRA multiplier was indeed appropriate.

10.0 CHAIRMEN OF SCRUTINY COMMITTEE(S)

10.1 Recommendation

That the Special Responsibility Allowance multiplier for the Chairmen of Scrutiny Committees be reduced from 1 to 0.5

10.2 Reasoning

The SRA for Chairmen of Scrutiny Committees was one that featured a good deal in evidence given to The Panel. Having looked at the demands of the role and listened carefully to the evidence provided, The Panel concluded that associated SRA should be reduced by 50% to reflect the level of work and time commitment of Scrutiny Chairmen.

11.0 CHAIRMAN OF AREA PLANNING COMMITTEES

11.1 Recommendation

That the Special Responsibility Allowance multiplier for the Chairmen of Area Planning Committees be increased from 0.5 to 0.75

11.2 Reasoning

Having considered the current situation, The Panel took the view that the current level of SRA did not recognize sufficiently the work undertaken by the Chairmen of Area Planning Committees. The same was considered to be true of the level of responsibility that they carry and the exposure that they can experience. Consequently, The Panel concluded that a 50% uplift in the level of SRA was justified.

12.0 VICE CHAIRMAN OF THE AREA PLANNING COMMITTEES

12.1 Recommendation

That the Special Responsibility Allowance multiplier for the Vice Chairmen of Area Planning Committees remains unchanged at 0.125

12.2 Reasoning

Having reviewed the SRA for these roles, The Panel felt that the current level of SRA continued to fit well with the work and responsibilities of the office holders.

13.0 CHAIRMAN OF STRATEGIC LICENSING COMMITTEE

13.1 Recommendation

That the Special Responsibility Allowance multiplier for the Chairmen of the Strategic Licensing Committee remains unchanged at 0.25

13.2 Reasoning

Having reviewed the SRA for this role, The Panel felt that the current level of SRA continued to fit well with the work and responsibilities of the role.

14.0 CHAIRMAN OF LICENSING SUB-COMMITTEE / VICE CHAIRMAN OF THE STRATEGIC LICENSING COMMITTEE

14.1 Recommendation

That the Special Responsibility Allowance multiplier for the Chairmen of the Licensing Sub-Committee/Vice Chairman of the Strategic Licensing Committee be reduced to zero and be removed from the scheme

14.2 Reasoning

The changing nature of the work in the area of Licensing has led The Panel to conclude that an SRA is no longer appropriate / needed in this area.

15.0 CHAIRMAN OF AUDIT COMMITTEE

15.1 Recommendation

That the Special Responsibility Allowance multiplier for the Chairman of the Audit Committee remains unchanged at 0.5

15.2 Reasoning

Having reviewed the SRA for this role, The Panel felt that the current level of SRA continued to fit well with the work and responsibilities of the role.

16.0 CHAIRMAN OF PENSIONS COMMITTEE

16.1 Recommendation

That the Special Responsibility Allowance multiplier for the Chairmen of the Pensions Committee remains unchanged at 0.25

16.2 Reasoning

Having reviewed the SRA for this role, The Panel felt that the current level of SRA continued to fit well with the work and responsibilities of the role.

17.0 VICE-CHAIRMAN OF PENSIONS COMMITTEE

17.1 Recommendation

That the Special Responsibility Allowance multiplier for the Chairmen of the Pensions Committee remains unchanged at 0.125

17.2 Reasoning

Having reviewed the SRA for this role, The Panel felt that the current level of SRA continued to fit well with the work and responsibilities of the role.

18.0 CHILD AND DEPENDENT CARERS' ALLOWANCE

18.1 Recommendations

That the Child and Dependent Carers' Allowance be increased from £6.19 per hour to the actual cost or the National Living Wage, whichever is the lower, subject to the maximum allowance which can be claimed per annum increasing from £2,500 to £3,000. The scheme is proposed to be further amended for clarification to read as follows:

“A councillor or co-optee may claim an allowance where they have incurred expenditure on engaging a carer for a dependant in order to carry out an approved duty, subject to the following conditions:

1. A carer will be any responsible mature person who does not normally live with the councillor or co-optee as part of their family.
2. An allowance will be payable if the dependant being cared for:
 - (i) is a child under 14 years of age
 - (ii) is an elderly person
 - (iii) has a physical or mental disability, or
 - (iv) has a learning disability

and normally lives with the councillor or co-optee as part of their family and is unable to be left unsupervised.

3. The Dependants' Carers' Allowance shall be set at the actual cost or the National Living Wage hourly rate, whichever is the lower, subject to a maximum of £3,000 per annum.

The period of duty is calculated on a 'door-to-door' basis, i.e. from the time a councillor or co-optee leaves their place of residence to carry out the council duty to the time they return.

4. Tax and National Insurance will be deducted by the council in appropriate cases.
5. No claim may be made and no allowance is payable where a Dependants' Carers' Allowance or the reimbursement of carers' expenses is paid by another body."

18.2 Reasoning

The Panel were keen to ensure that Council Members with carer responsibilities should not be prevented from undertaking their Council duties. The existing scheme was set at a rate which was below the minimum wage and which, in the opinion of the Panel, lacked sufficient clarity for the scheme to be as effective as possible. That being so, it seemed appropriate to update carer support provisions and provide clear rules for accessing that support as outlined above.

19.0 RECOMMENDATIONS

- 19.1 That the basic allowance paid to members should remain unchanged at £11514.00.
- 19.2 That the Special Responsibility Allowance multiplier for the Chairman of Council/Deputy Speaker be reduced from 0.75 to 0.5

- 19.3 That the Special Responsibility Allowance multiplier for the Speaker/Vice Chairman be reduced from 0.75 to 0.5.
- 19.4 That the Special Responsibility Allowance multiplier for the Leader of Council (incl. Group Leader) be increased from 2 to 2.5.
- 19.5 That the Special Responsibility Allowance multiplier for the Deputy Leader of Council (Portfolio Holder) remains unchanged at 1.25
- 19.6 That the Special Responsibility Allowance multiplier for the Executive Members (Portfolio Holders) remains unchanged at 1
- 19.7 That the Special Responsibility Allowance multiplier for the Deputy Portfolio Holders be reduced from 0.5 to 0.25.
- 19.8 That the Special Responsibility Allowance multiplier for the Opposition Group Leaders (with at least 10% of the membership of the Council) be increased from 0.5 to 0.75
- 19.10 That the Special Responsibility Allowance multiplier for the Chairmen of Scrutiny Committees be reduced from 1 to 0.5.
- 19.11 That the Special Responsibility Allowance multiplier for the Chairmen of Area Planning Committees be increased from 0.5 to 0.75
- 19.12 That the Special Responsibility Allowance multiplier for the Vice Chairmen of Area Planning Committees remains unchanged at 0.125
- 19.13 That the Special Responsibility Allowance multiplier for the Chairmen of the Strategic Licensing Committee remains unchanged at 0.25
- 19.14 That the Special Responsibility Allowance multiplier for the Chairmen of the Licensing Sub-Committee/Vice Chairman of the Strategic Licensing Committee be reduced to zero and be removed from the scheme.
- 19.15 That the Special Responsibility Allowance multiplier for the Chairmen of the Audit Committee remains unchanged at 0.5
- 19.16 That the Special Responsibility Allowance multiplier for the Chairmen of the Pensions Committee remains unchanged at 0.25
- 19.17 That the Special Responsibility Allowance multiplier for the Chairmen of the Pensions Committee remains unchanged at 0.125
- 19.18 That the Child and Dependent Carers' Allowance be amended to read as follows:

“A councillor or co-optee may claim an allowance where they have incurred expenditure on engaging a carer for a dependant in order to carry out an approved duty, subject to the following conditions:

- 1 A carer will be any responsible mature person who does not normally live with the councillor or co-optee as part of their family.
2. An allowance will be payable if the dependant being cared for:
 - (i) is a child under 14 years of age
 - (ii) is an elderly person
 - (iii) has a physical or mental disability, or
 - (iv) has a learning disability

and normally lives with the councillor or co-optee as part of their family and is unable to be left unsupervised.

3. The Dependants' Carers' Allowance shall be set at the actual cost or the National Living Wage hourly rate, whichever is the lower, subject to a maximum of £3,000 per annum.

The period of duty is calculated on a 'door-to-door' basis, i.e. from the time a councillor or co-optee leaves their place of residence to carry out the council duty to the time they return.

- 4 Tax and National Insurance will be deducted by the council in appropriate cases.
- 5 No claim may be made and no allowance is payable where a Dependants' Carers' Allowance or the reimbursement of carers' expenses is paid by another body."

19.19 That in all other respects, the scheme for members' allowances remains unchanged.

Ciaran Martin (Chairman)
Julia Baron
June Jones

James Parker
John Thomas

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Committee and Date

Council

22nd February 2018

PORTFOLIO HOLDER ANNUAL REPORT FOR COMMUNITIES

Portfolio Holder: Cllr Joyce Barrow

email: joyce.barrow@shropshire.gov.uk

Summary overview

The Communities Portfolio Holder Annual Report includes an overview of the activity of –

- **Community Enablement Team**
The Community Enablement Team (CET) continues to provide a strong bridge between communities, the council and our partners. Working alongside elected members, the team is focussing on ensuring that high quality, accessible and relevant intelligence, information and knowledge is created and shared to inform decision making, investment, planning and signposting. The key purposes of this intelligence is to support economic activity, i.e. increase investment into Shropshire, and to allow people to be supported to find solutions from within communities that will help them live the life they want to lead, i.e. reduce the demand on services.
- **Voluntary and Community Sector**
Partnership working between the council and the Voluntary, Community and Social Enterprise (VCSE) sector continues to be essential in understanding changing community needs and how to collaboratively address them.
- **Equalities and Ruralities**
The three key strategic strands of our work are to –
 - ✓ publish our intentions more visibly
 - ✓ collect and analyse evidence more proactively
 - ✓ work more in partnership
- **Armed Forces Community Covenant**
A highlight for Shropshire Council in 2017 was being presented with the Gold Employer Recognition Award. This was presented to Shropshire Council by His Royal Highness Prince Henry of Wales and the former Secretary of State for Defence, Sir Michael Fallon.

Community Enablement Team

The CET continues to focus its work on the corporate priorities of the council – Healthy People, Resilient Communities, and Economic Prosperity. The following themes fall under these priorities -

- Shropshire Council core work
- Economic Growth and Planning Policy
- Resilient Communities, Healthy Lives and Social Prescribing
- Community Safety
- Market Towns
- Rural Communities

Key activity for the CET in the last 12 months includes –

- a significant piece of development work to review the design, and update the content of the Place Plans – working in partnership with Planning Policy and town and parish councils
- the development of our community capacity programme Resilient Communities to support Shropshire’s emerging social prescribing model and our Healthy Lives programme
- our continued support for town and parish councils through a number of activity streams
- high levels of support for groups involved in the delivery of community assets and services, e.g. SpArC leisure centre, Severn Centre, Gobowen and Pontesbury libraries
- leading the county’s community safety and reassurance partnerships – Bronze Level Tasking

2017/18 will be the second year that the CET has achieved its annual savings target through income generation and the management of temporarily vacant posts within the team.

Summary of the CET’s activity over the last 12 months

Shropshire Council core work

- Working with and supporting Shropshire Council members – addressing local issues, implementing council strategies, project work, regular briefings
- Community development work – supporting interventions in areas of multiple deprivation, working with communities to develop and create new groups and projects, co-ordinating multi-agency activity to achieve shared outcomes
- Community asset transfers – support for groups interested in taking on council assets, linking these to our CAT processes and colleagues in Estates
- Locality youth commissioning – working with elected members and Local Joint Committees to commission youth activities within towns and villages, run small grant schemes within rural communities
- Local Joint Committees – organising and facilitating planning and public meetings
- Designing and delivering local consultations – on behalf of services and partners design and deliver consultations within communities of geography and interest
- Supporting council colleagues with the networks, contacts and relationships they need to deliver their work in communities
- Delivering training – the team is delivering training on PREVENT and community led planning

Economic Growth and Planning Policy

- Place Plan reviews – working with local councils and Planning Policy colleagues to lead the redesign and updating of the Place Plan – focussing on identifying priority needs and aspirations and supporting councils to consider appropriate funding sources to meet these
- Local Plan Review – working with local councils and Planning Policy colleagues to ensure a level of understanding about the LPR process by councils that will enable effective responses to the proposals being made
- Community Infrastructure Levy – advice and guidance to local councils, support for the development of appropriate community projects that can be funded by CIL
- Community Led Planning – support across the county for community groups and local councils that wish to undertake community led planning of any kind, including Neighbourhood Planning.
- Economic Growth Strategies for the larger market towns – working with colleagues in Economic Growth to run workshops with the larger town councils, surrounding parishes and other stakeholders to start the creation of local Economic Growth Strategies

Resilient Communities, Healthy Lives and Social Prescribing

- Resilient Communities – designing and delivering the programme to build and share local intelligence, knowledge and networks – creating hyper-local directories, creating local networks of Community Connectors – bringing people interested in health and well-being

- together within communities, creating and facilitating local governance structures, identifying gaps in provision and working with communities to fill those gaps with activity
- Social Prescribing – delivering Resilient Communities activity to support Shropshire’s social prescribing activity in the communities where it is being rolled out, being an active and impactful member of local social prescribing teams
 - Healthy Lives programme – supporting the wider programme of preventative health activity as needed using the knowledge and skills of the team
 - Care navigation within communities – playing a key role in local approaches to referring, signposting or connecting people to activity, groups and services that will help them to have good outcomes in their health and independence

Community Safety

- Bronze Level Tasking meetings – co-ordinating and facilitating, alongside local police inspectors, area based multi-agency meetings
- Bronze Level Tasking projects – advise on the design of projects, design and deliver projects directly, source funding, manage project budgets
- Integrated Community Management – e.g. Team Shifnal/Albrighton

Market Towns

- Delivering the activity described above in our market towns, plus -
- Liaising with town council clerks and councillors – providing information, advice and guidance, acting as a conduit to colleagues, teams, public sector partners, translating Shropshire Council policy into clear language and actions
- Providing advice and guidance on the implementation of Shropshire Council strategies – support councils and communities with the ‘what does that mean for us?’ questions on developments and changes that impact on local people’s lives
- Supporting local partnerships, boards and forums – often working alongside elected members to provide advice, guidance, encouragement and sharing good practice from elsewhere

Rural Communities

- Delivering the activity described above in our rural communities, plus -
- Liaising with parish council clerks and councillors – providing information and guidance, encouraging actions to tackle specific local issues, acting as a conduit into other Shropshire Council teams and services
- Providing advice and guidance with community led planning – identification of which route will be most appropriate, supporting and facilitating the process, ensuring effective community engagement
- Community Infrastructure Levy – passing on the latest information and processes to local councils, encouraging local councils to use their Neighbourhood Fund and potentially CIL Local
- LEADER programme – responsibility for the delivery of LEADER is now shared with the CET, providing a means of supporting SME business development, and supporting economic sustainability in our rural communities

Voluntary and Community Sector

Partnership working with the Voluntary, Community and Social Enterprise (VCSE) sector continues to be essential in understanding changing community needs and how to collaboratively address them. Recognising that many services now aim to signpost people with lower level needs to community support, in the first instance, Shropshire Council officers are monitoring changes within the voluntary sector. Those changes include:

- Increases in demand for services and changes in the needs of people using VCS services (for example increased risks as a result of welfare reform changes, debt, financial abuse, social isolation etc.).

- Losses of voluntary and community sector groups and organisations (the current rate of loss within the sector in Shropshire is estimated at 3% a year).
- Changes in the profile of Shropshire's volunteer workforce.

These changes are monitored through the support Shropshire Council provides to deliver the VCS Assembly's Value and Future Needs of the VCSE Sector Survey. The results of the 2017 survey will be considered at the VCS Assembly Board meeting in April 2018 and sector changes will be reported following the analysis. It is recognised that an effective system wide approach can only be achieved through a thorough understanding across sectors and organisations.

The last 6 months has been a busy time for Shropshire's VCS Assembly. Support from Shropshire Council officers means that work has taken place to share information and address common challenges across sectors. A number of information sharing events have been held including:

- A Big Debate on Welfare Reform designed to highlight some of the challenges individuals and organisations are facing as they implement welfare changes and work to support people in increasing need. This was well attended by members of staff at Shropshire Council, DWP and voluntary organisations. (4th October 2017)
- A VCS networking event for social prescribing designed to share learning from the current social prescribing pilot in North West Shropshire and gather information to apply for the Department of Health's Health and Wellbeing Fund for Social Prescribing. The outcome of the bid will be known shortly. (12th October 2017)
- A briefing for Elected Members on the voluntary and community sector, the Assembly and current social and community issues. (6th November 2017)
- A joint session on the General Data Protection Regulations (GDPR) with SALC to ensure voluntary and community sector groups and organisations are prepared for the changes expected to be in place from May. (8th November 2017)
- A World Café event designed as an informal evening to allow for VCS networking and mutual support. (22nd November 2017).
- Universal Credit Training designed for members of the VCS Assembly and delivered by leads from the Department of Work and Pensions (DWP). (7th December 2017)

The events have been of benefit to a wide audience and the sharing of information has proved effective at better understanding current community needs and concerns. There are many specialists within the VCS Assembly who have built up knowledge of their sub sector and services over many years. That sharing of information and experience is very valuable and of great benefit to the public sector.

An example of the VCS Assembly Board's work includes its prevention research completed in June to September 2017. This was delivered with the help of Shropshire Council's Feedback and Insight Team. The project had three main elements:

- 1) A Prevention Report bringing together a wide range of information about Shropshire and the needs of the population, the VCSE sector and volunteering, the impact of recent policy and operational changes, issues organisations are currently facing and a look ahead to the future.
- 2) A Prevention Prospectus featuring examples of preventative services through inclusion of case studies covering partnerships, service/organisations and beneficiaries.
- 3) A Prevention Impact Assessment based on a more detailed assessment of 15 organisations. It considers the current provision and investment of staff and volunteer time in preventative services, and the risk of services being lost or reduced.

The three documents combine to highlight the importance of a system approach covering employment, housing, benefits, advice, health, social isolation etc. as the best and most effective way of ensuring that people receive support with complex problems and concerns.

The Prevention Impact Assessment's findings were of particular interest and covered the work of 15 organisations. The assessment highlighted that:

- 79 different services and activities are provided by the 15 organisations studied.
- In total, the 15 organisations provide 29,990 hours of staff time per month (498 members of staff: many part time) and the remainder of service provision is carried out by volunteers.
- The volunteer time contributed by the 15 organisations is worth £165,262 every month and approximately £1.98 million a year based on the national minimum wage.
- The 15 organisations support 41,339 beneficiaries and 26,588 of those are considered frail, vulnerable and at high risk.
- The ratio of paid staff to beneficiaries is 1:83, highlighting the demand for services.
- 57% of all the preventative activities and services currently delivered (approximately 45 activities) are considered to be at risk or reduction or closure within the next 12 months.
- If investment into the VCSE reduces, the 15 organisations believe 58 activities/services could see reduced opening times, 20 a reduction in range/scope and 15 a change in eligibility criteria.
- The 15 VCSE organisations believe that the loss of social activities will have the most widespread impact in particular leading to social isolation, an impact on carers, an impact on the wider community and generating increased demand for public sector services.

The results of this work have been reported at a variety of partnership groups including the Health & Wellbeing Board and are being used to inform work taking place to plan for commissioning of prevention in the future.

Equalities and Ruralities

Local policy context on equality and rurality

Shropshire Council seeks to ensure that it is compliant with the Public Sector Equality Duty (PSED). This PSED, as set out in the Equality Act 2010, may be described as the duty on a public authority, when carrying out its functions, to have what is called *due regard* to three equality aims.

These equality aims are:

- eliminating discrimination, harassment and victimisation;
- advancing equality of opportunity; and
- fostering good relations.

The legislation states that a listed authority must comply with both a general equality duty and with specific duties, as set out in the Act. To demonstrate compliance with the specific duties, the Council publishes annual information about workforce diversity and service user diversity, as tandem reports. These set out to share information and statistics about the diversity of Shropshire Council's service users and communities, and to complement each other. This is not least as the workforce is largely drawn from local communities who therefore experience the services of the Council in their day to day lives. Information in this portfolio holder report is extracted from the latest annual Service User Diversity Report.

The Council is also required to show that it is working towards corporate equality objectives that will help to achieve any of the things mentioned in the general equality duty. These are set out in the Shropshire Council Equality Objectives Action Plan 2016/2020, which is published on the Council website.

The Equality Objectives Action Plan 2016/2020 enables up to date positioning of the Council to assist in efforts to meet our general duty; to seek to demonstrate good practice in so doing; and to facilitate timely links with other corporate policy and strategy development, utilising the core value of Equality and Inclusion as set out in the Shropshire Council Corporate Plan 2016/2017. This

value is defined as: *“Treating everyone as equal regardless of their circumstances and backgrounds, and identifying and helping people who may need support”*.

Shaping corporate policy

As with all of our communities of place and interest, we aim to involve people in ways in which they may want to be involved, can be encouraged to do so, and are able to do so, in order to support and sustain them as resilient communities. Our focus on locality working that recognizes our rurality and sparsity and the diversity of our communities relates directly to this aim.

The Council collects and uses equality and diversity data as part of a range of partnership and corporate approaches towards meeting the needs of service users. These approaches involve consultation and engagement with:

- current and potential service users;
- communities and neighbourhoods;
- those who represent communities, such as from the voluntary and community sector, and town and parish councils, alongside Shropshire Council councilors and MPs;
- those who work across regional boundaries to provide services, such as utilities companies, infrastructure providers, and health care providers;
- those who work within sectors to provide more local services and facilities including sport and leisure and outdoor and environmental activities
- those who work within education and further and higher education and workforce skills sector, to improve access to learning and skills
- local and regional businesses and stakeholders such as housing developers, social care providers, and strategic partnerships including the Marches LEP and the West Midlands Combined Authority.

Input to national and regional policy

We endeavour to make appropriate and timely links into national and regional policy and practice. This includes responses to calls for evidence from Government Departments; submissions to parliamentary select committee inquiries, to seek to shape Government and local policy; and participation in calls for evidence from bodies such as the Local Government Association (LGA), the County Councils Network (CCN), and the Rural Services Network (RSN). In working with other local authorities, through the Marches LEP and through the West Midlands Combined Authority (WMCA), and directly with Government Departments such as DEFRA and DCMS, it is also timely and appropriate to seek to ensure that the equality and social inclusion dimension has been factored in to decision-making processes.

This is particularly so in the case of pieces of work and calls for evidence where we may usefully highlight rural realities, for example around higher costs of service delivery, physical practical challenges around digital and transport infrastructure, demographical issues including an ageing county profile, and the case for fairer funding for rural counties.

A specific action area linked to Religion and Belief, and Race, focusses upon partnership work to commemorate Holocaust Memorial Day, which is held every year on the 27th January, with a national theme identified each year.

The 2018 theme is “The power of words”. This lends itself particularly appropriately to what Shropshire Council is doing, as the focus is upon work with local primary schools and with inter faith forums to plant a cherry tree each year, in different parts of this very large county, so that over time there will be a cherry tree orchard of remembrance across Shropshire.

Armed Forces Community Covenant

What is the Armed Forces Covenant?

To those who proudly protect our nation, who do so with honour, courage, and commitment, the Armed Forces Covenant is the nation's commitment to you.

It is a pledge that together we acknowledge and understand that those who serve or who have served in the armed forces, and their families, should be treated with fairness and respect in the communities, economy and society they serve with their lives.

The Covenant in Shropshire

The overall remit of the Covenant is potentially very large and it is important to focus on the issues and themes that matter most to people, and reflect most closely the unique circumstances of life in, around, and after serving with the Armed Forces. Shropshire Council's officer lead for the delivery of its AFCC is Sean McCarthy.

The Covenant is focused on supporting all serving forces personnel, reservists, veterans and the families of each of these, as well as cadets based in the county.

Approach

1. To understand... the contemporary experience of life in Shropshire for serving and ex-forces personnel and their families in accessing all public services like housing, health, employment, education, leisure and culture when integrating with the local community, including getting the support they need.
2. To eliminate... unfair disadvantage faced by serving and ex-forces personnel and their families.
3. To encourage... understanding and awareness amongst the public of issues affecting the armed forces community.

Employer Recognition Award

On the 9th October 2017, Shropshire Council was presented with the Gold Employer Recognition Award. This was presented to Shropshire Council by His Royal Highness Prince Henry of Wales and the former Secretary of State for Defence, Sir Michael Fallon. This award was given in recognition for the work that Shropshire Council has done in support of the military community in Shropshire. The award highlights the many changes that the Council has made to internal policies to better support military personnel and their families.

Covenant Operations Group

The Covenant Operations Group meets every month to discuss specific individuals who are in need of support. The meeting is attended by RBL, SSAFA, Help for Heroes, Enable, Shropshire Council Housing, Strengthening Families, Blind Veterans UK, Army and RAF welfare representatives and Combat Stress. The purpose of these meetings is to discuss issues that current serving personnel and veterans may be experiencing. These issues may be homelessness, ill health, family separation, those at risk of offending, financial issues, legal etc. Each individual is signposted to a particular service charity or organisation that can support them with their problem.

Covenant Strategic Group

This group meets once a quarter. Its purpose is to receive updates from the organisations and service charities that attend and report on the work in which they are involved. This is also a forum for sharing good practice. During these meetings, there is discussion on some of the wider issues and challenges facing the Armed Forces that the Covenant can help with, for example the redevelopment of Cophorne Barracks, the relocation of 1 Royal Irish and future use of their base, support for Armed Forces Day, RAF 100 celebrations etc.

Housing Benefit / Council Tax support

When making a housing benefit/council tax claim, veterans of HM Armed Forces may receive extra support, potentially 100% relief from certain military pensions will be discounted and won't count against them during their financial assessment.

Social Housing allocation

Any veteran or transitioning service person will receive 'gold banding' which is an additional preference for military personnel. This is no guarantee of housing provision, but puts them on a higher band than might otherwise have been possible given their military service. Shropshire Council also has a supportive HR Policy for reservists.

Employment

The 'Home Straight' - supporting veterans into employment project, provided by Shropshire Council's Enable service and charity 'Walking with the Wounded', offers individualised support in finding the right job for each person, as well as time-unlimited assistance in the job, to both the veteran and the employer. 25 people placed into employment from 47 referrals. All referral were employed veterans.

Veterans' mental health support

Covenant partners Combat Stress have a treatment centre located in Shropshire to support vulnerable veterans with mental health support. Additionally, the charity complete many hours of support in the community throughout Shropshire supporting veterans living and working in Shropshire, and also the wider area (Wales and the West Midlands). 44 veterans from Shropshire are currently 'under care' with Combat Stress for Mental Health issues.

Planned developments for 2018

Joint funding applications with the Covenant areas of Telford & Wrekin and Herefordshire & Worcester have been submitted to the national Covenant to support the development and reach of the Covenant through a shared co-ordinator, and the creation of 'veterans' service hubs'. The outcome of these funding bids will be known soon.

Armed Forces Day will take place on 30th June and planning for this within the Shropshire partnership is well under way.

The focus will remain on widening the Covenant partnership, strengthening these relationships and looking for the opportunities to work together to create great outcomes for our armed forces personnel, reservists, veterans, and their families.

| |
|---|
| List of Background Papers (This MUST be completed for all reports, but does not include items containing exempt or confidential information) |
| Cabinet Member (Portfolio Holder) Cllr Joyce Barrow |
| Local Member |
| Appendices |



Committee and Date

Council

22 February 2018

10.00 am

COUNCIL TAX RESOLUTION 2018/19

Responsible Officer James Walton

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

Tel: (01743) 258915

1. Summary

- 1.1 This report details the budget requirement for 2018/19 and sets the council tax precept to be levied.
- 1.2 The Council Tax increases approved by the various precepting authorities for the 2018/19 financial year are summarised below:

| Precepting Authority | Increase Over 2017/18 |
|---|------------------------------|
| Shropshire Council | 5.99% |
| West Mercia Police & Crime Commissioner | 3.94% |
| Shropshire & Wrekin Fire Authority | 2.99% |
| Parish / Town Council (Average) | 5.88% |

2. Recommendations

Members are asked to:

- 2.1 Approve a 5.99% Council Tax rise resulting in a basic amount of council tax for a Band D property of £1,334.96 in the billing authority's area, calculated in accordance with the provisions of the Local Government Finance Act 1992 (section 44) and the Local Government (Structural Changes) (Further Financial Provisions and Amendment) Regulations 2008.

- 2.2 In accordance with the provisions of Section 40 (2) of the 1992 Act, approve the amount of Council Tax calculated for each category of dwelling in the billing authority's area to be as follows:

| Property Band | 2018/19 Charge £ |
|----------------------|---------------------------------|
| A | 889.98 |
| B | 1,038.30 |
| C | 1,186.63 |
| D | 1,334.96 |
| E | 1,631.62 |
| F | 1,928.27 |
| G | 2,224.94 |
| H | 2,669.92 |

- 2.3 Approve that a total precept of £145,638,262 be levied.
- 2.4 Approve the formal council tax resolution as set out in Appendix 1 to determine the levels of Council Tax for Shropshire Council for 2018/19.

REPORT

3. Risk Assessment & Opportunities Appraisal

- 3.1 The 2018/19 budget drawn up within the parameters detailed in the Financial Strategy agreed by Cabinet on 14 February 2018 sets out the Council's approach to managing its finances over the period 2018/19 to 2022/23.

4. Financial Implications

- 4.1 The Council's Financial Strategy 2018/19 to 2022/23 identifies the financial implications of the overall strategic direction of the Authority.

5. Background

- 5.1. Council is expected to agree a net budget of £208.768m. This would result in an average Council Tax rise for its own purposes, for 2018/19, of 5.99%. In setting this increase, Shropshire Council has used the increase in the council tax referendum principle from 2% to 3% for 2018/19 and consequently set an increase of 2.99%. The Council has also applied the additional flexibility to increase its council tax above the core referendum principle to specifically fund adult social care duties. This flexibility allows Councils to raise the precept by 6% over the period 2017/18 to 2019/20. In 2017/18 Shropshire Council increased the precept by 2% in relation to this and in 2018/19 proposes a 3% increase.

5.2 Local Precepting Authorities

The Parish Precepts for 2018/19 total £7,755,095. These are detailed, on a Band D equivalent basis at Appendix 2 which also details the change in Band D amounts between 2017/18 and 2018/19.

5.3 Major Precepting Authorities

The West Mercia Police & Crime Commissioner (WMP&CC) met on the 06 February 2018 to agree its precept requirement for 2018/19. The WMP&CC approved a net budget of £206.773m and will precept £21,499,496 from Shropshire. The Band D equivalent is £197.07, an increase of 3.94% from 2017/18.

The Shropshire & Wrekin Fire Authority (S&WFA) will meet on 14 February 2018 to agree its precept requirement for 2018/19. The recommendation to S&WFA is that they approve a net budget of £21.641m and a precept of £10,619,365 from Shropshire. This will equate to a Band D equivalent of £97.34, a 2.99% increase from 2017/18. The information in this report assumes the recommendation is approved. If this is not the case, a revised Appendix 1, Schedule C will be issued prior to the Council meeting.

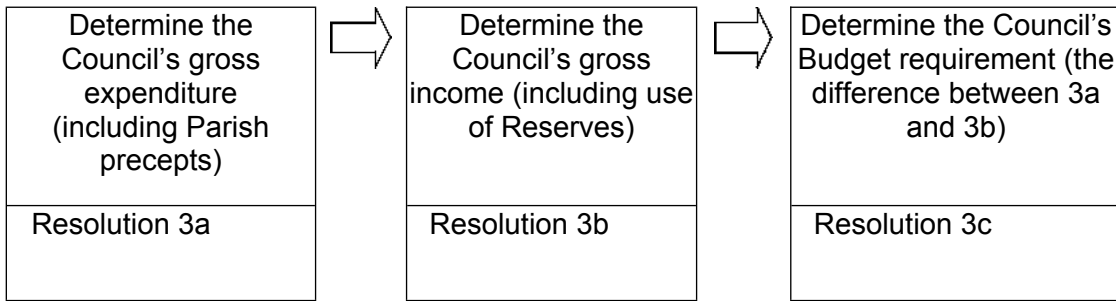
6. Special Items

- 6.1 Sections 34 and 35 of the Local Government Act 1992 require Parish precepts to be determined by the Council as special items. This is reflected in the Council Tax resolution (Appendix 1). The individual parish precepts on a Band D basis are detailed at Appendix 2.

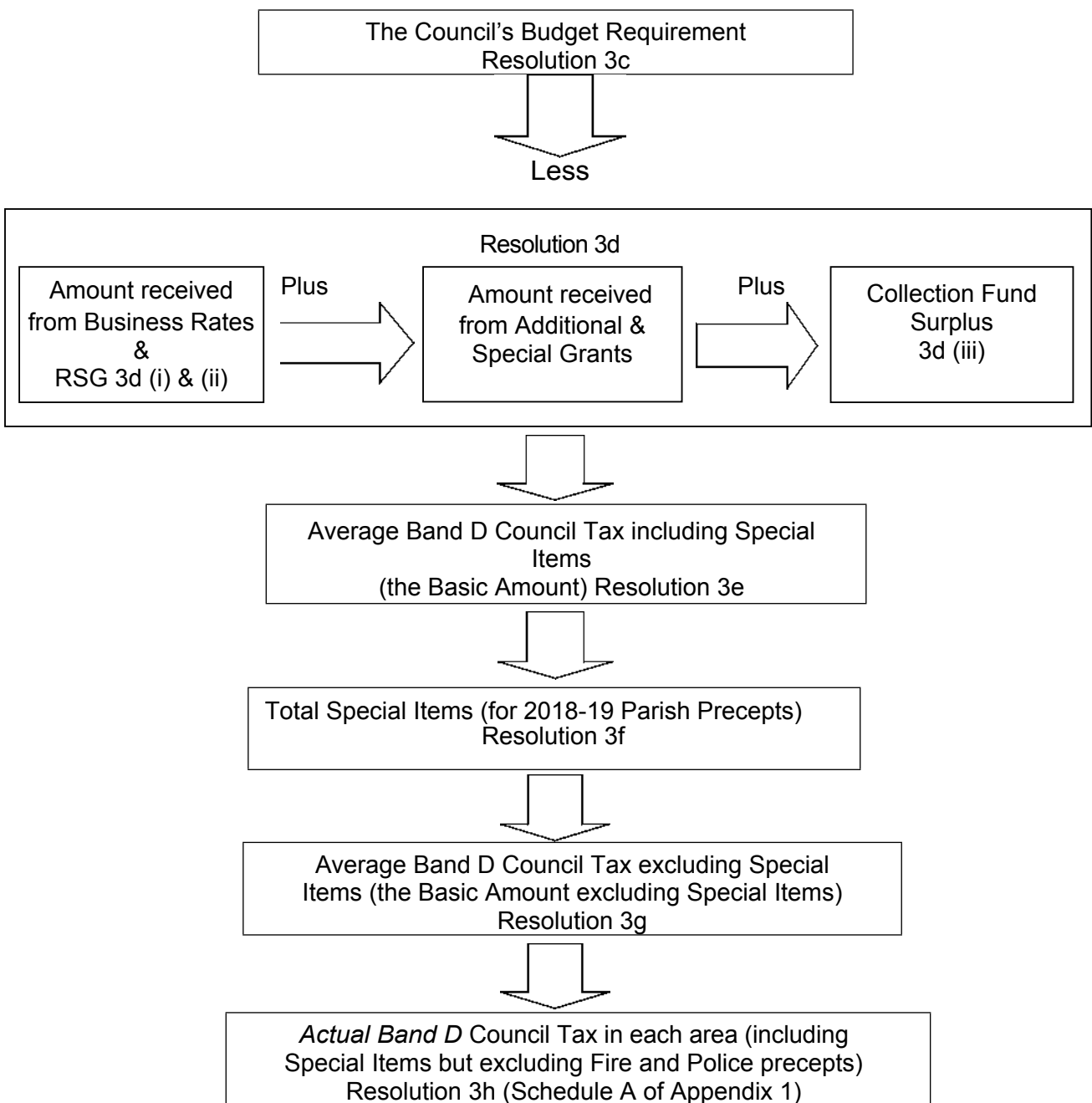
7. Setting the Council Tax

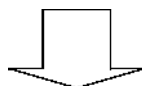
- 7.1 If the recommendations above are approved, the Band D Council Tax for Shropshire Council services will be set at £1,334.96. After taking account of the Parishes, the Police & Crime Commissioner, and the Fire Authority, the average increase in Shropshire's tax levels will vary depending on the relevant area's tax charge. The details behind these charges are set out at Appendix 1.
- 7.2 In order to set the Council Tax legally, the Council must agree a complex set of resolutions shown at Appendix 1. These resolutions build up from the Council's budget requirement including Parish precepts, through deducting Business Rates, Revenue Support Grant and collection fund surpluses (or adding a deficit) to arrive at a basic Council Tax including and excluding Parish precepts. To that is added the precepts for the Fire Authority and the Police & Crime Commissioner to arrive at a total Council Tax by Parish and by Council Tax Band.
- 7.3 Draft Resolution 1 reiterates the General Fund budget requirement and special items that are then covered more formally in Resolution 2. Resolution 3 confirms the Council has calculated the Council Tax base at a total area level and at a parish level. The remainder of the Council Tax setting process is shown below diagrammatically.

Stage 1: Determining The Council's Budget Requirement (Resolutions 3a, 3b, and 3c)



Stage 2: Determining the Amount to be raised from Council Taxes excluding Fire and Police (Resolutions 3c to 3j)

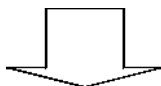




Actual Council Tax by Band in each area (including Special Items but excluding Fire and Police precepts)
Resolution 3i (Schedule B of Appendix 1)

Stage 3: Determining the Amount to be Raised from Council Taxes including Fire and Police (Resolutions 4 to 5)

Council Tax by Band for the Police & Crime Commissioner and Fire Authority
Resolutions 4



Council Tax by Band including Police & Crime Commissioner and Fire Authority i.e. total Council Tax by Parish and Band
Resolutions 5 (Schedule C to Appendix 1)

8. Legal

- 8.1 The Council is required to set its Council Tax level before 11 March. The legal requirements in relation to the setting of the Council Tax are noted against the relevant resolutions in **Appendix 1**.

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

Financial Strategy - 2018/19 to 2022/23.

Cabinet Member (Portfolio Holder)

All

Local Member

All

Appendices

Appendix 1 Council Tax Resolution 2018/19

Appendix 1 Schedule A - Band D Council Tax for Combined Shropshire Council and Parish/Town Councils 2018/19

Appendix 1 Schedule B - Council Tax for Combined Shropshire Council and Parish/Town Councils 2018/19 by each valuation Band

Appendix 1 Schedule C - Council Tax for Combined Shropshire Council, Parish/Town Councils, Police and Fire 2018/19

Appendix 2 - Basic Amounts of Council Tax at Band D for Parish/Town Councils 2018/19

COUNCIL TAX RESOLUTION 2018/19

1. The format of the Council Tax setting resolution that the Council must approve, has been previously agreed between the Local Government Association and Communities and Local Government, and the determination follows that format.
2. That it be noted that at its meeting on 14th December 2017 the Council calculated the following amounts for the year 2018/19 in accordance with Regulation 3 of the Local Authorities (Calculation of Council Tax Base) Regulations 1992 made under Section 33(5) of the Local Government Finance Act 1992 (The Act):
 - (a) **109,095.60** being the number calculated by the Council, in accordance with Regulation 3 of the Local Authorities (Calculation of Council Tax Base) Regulations 2002 (The Regulations), as its Council Tax Base for the year.

(b)

| Parish of: | Taxbase |
|--|----------------|
| Abdon & Heath | 104.38 |
| Acton Burnell, Frodesley, Pitchford, Ruckley & Langley | 242.81 |
| Acton Scott | 37.55 |
| Adderley | 193.77 |
| Alberbury with Cardeston | 368.48 |
| Albrighton | 1,498.97 |
| All Stretton, Smethcott & Woolstaston | 168.93 |
| Alveley & Romsley | 835.40 |
| Ashford Bowdler | 37.73 |
| Ashford Carbonel | 187.82 |
| Astley | 198.21 |
| Astley Abbots | 238.81 |
| Aston Bottrell, Burwarton & Cleobury North | 113.42 |
| Atcham | 98.97 |
| Badger | 54.92 |
| Barrow | 259.91 |
| Baschurch | 1,037.50 |
| Bayston Hill | 1,781.03 |
| Beckbury | 151.61 |
| Bedstone & Bucknell | 308.91 |
| Berrington | 395.94 |
| Bettws-Y-Crwyn | 86.54 |
| Bicton | 430.79 |
| Billingsley, Deuxhill, Glazeley & Middleton Scriven | 161.30 |
| Bishops Castle Town | 639.08 |
| Bitterley | 344.10 |
| Bomere Heath & District | 791.80 |
| Bonningale | 139.98 |
| Boraston | 73.58 |
| Bridgnorth Town | 4,549.05 |
| Bromfield | 117.03 |
| Broseley Town | 1,497.61 |
| Buildwas | 101.80 |
| Burford | 429.05 |
| Cardington | 203.40 |

| Parish of: | Taxbase |
|---|----------------|
| Caynham | 495.05 |
| Chelmarsh | 222.27 |
| Cheswardine | 391.54 |
| Chetton | 156.69 |
| Childs Ercall | 293.63 |
| Chirbury with Brompton | 334.77 |
| Church Preen, Hughley & Kenley | 124.31 |
| Church Pulverbatch | 167.08 |
| Church Stretton & Little Stretton Town | 2,139.43 |
| Claverley | 846.10 |
| Clee St. Margaret | 69.65 |
| Cleobury Mortimer | 1,154.36 |
| Clive | 234.82 |
| Clun & Chapel Lawn | 498.10 |
| Clunbury | 241.84 |
| Clungunford | 145.98 |
| Cockshutt-cum-Petton | 290.45 |
| Conover | 855.13 |
| Coreley | 131.87 |
| Cound | 211.41 |
| Craven Arms Town | 801.06 |
| Cressage, Harley & Sheinton | 403.92 |
| Culmington | 167.77 |
| Diddlebury | 267.19 |
| Ditton Priors | 326.63 |
| Donington & Boscobel | 564.04 |
| Eardington | 236.54 |
| Easthope, Shipton & Stanton Long | 199.94 |
| Eaton-Under-Heywood & Hope Bowdler | 183.50 |
| Edgton | 47.90 |
| Ellesmere Rural | 894.72 |
| Ellesmere Town | 1,397.62 |
| Farlow | 177.41 |
| Ford | 296.76 |
| Great Hanwood | 379.05 |
| Great Ness & Little Ness | 440.73 |
| Greete | 49.69 |
| Grinshill | 111.62 |
| Hadnall | 308.05 |
| Highley | 1,051.58 |
| Hinstock | 434.10 |
| Hodnet | 559.35 |
| Hope Bagot | 28.96 |
| Hopesay | 241.04 |
| Hopton Cangeford & Stoke St. Milborough | 162.11 |
| Hopton Castle | 40.70 |
| Hopton Wafers | 277.11 |
| Hordley | 100.07 |
| Ightfield & Calverhall | 188.50 |
| Kemberton | 115.03 |
| Kinlet | 402.52 |
| Kinnerley | 488.85 |
| Knockin | 113.10 |

| Parish of: | Taxbase |
|--|----------------|
| Leebotwood & Longnor | 198.01 |
| Leighton & Eaton Constantine | 205.46 |
| Llanfairwaterdine | 98.70 |
| Llanyblodwel | 268.32 |
| Llanymynech & Pant | 659.11 |
| Longden | 517.68 |
| Loppington | 276.23 |
| Ludford | 246.95 |
| Ludlow Town | 3,426.26 |
| Lydbury North | 220.96 |
| Lydham & More | 127.07 |
| Mainstone & Colebatch | 87.72 |
| Market Drayton Town | 3,757.62 |
| Melverley | 51.95 |
| Milson & Neen Sollars | 121.04 |
| Minsterley | 575.15 |
| Montford | 237.34 |
| Moreton Corbett & Lee Brockhurst | 124.91 |
| Moreton Say | 195.87 |
| Morville, Acton Round, Aston Eyre, Monkhopton & Upton Cressett | 346.01 |
| Much Wenlock Town | 1,186.97 |
| Munslow | 175.01 |
| Myddle & Broughton | 597.33 |
| Myndtown, Norbury, Ratlinghope & Wentnor | 257.09 |
| Nash | 136.21 |
| Neen Savage | 151.55 |
| Neenton | 63.64 |
| Newcastle | 129.25 |
| Norton-In-Hales | 284.28 |
| Onibury | 130.57 |
| Oswestry Rural | 1,586.39 |
| Oswestry Town | 5,185.28 |
| Pontesbury | 1,181.42 |
| Prees | 1,057.35 |
| Quatt Malvern | 92.28 |
| Richards Castle | 136.52 |
| Rushbury | 271.43 |
| Ruyton-XI-Towns | 453.40 |
| Ryton & Grindle | 79.35 |
| Selattyn & Gobowen | 1,216.54 |
| Shawbury | 821.88 |
| Sheriffhales | 322.42 |
| Shifnal Town | 2,895.52 |
| Shrewsbury Town | 24,061.06 |
| Sibdon Carwood | 47.52 |
| St. Martins | 897.76 |
| Stanton Lacy | 164.05 |
| Stanton-Upon-Hine Heath | 231.00 |
| Stockton | 133.56 |
| Stoke-Upon-Tern | 466.87 |
| Stottesdon & Sidbury | 322.49 |
| Stowe | 47.35 |
| Sutton Maddock | 110.86 |
| Sutton-Upon-Tern | 407.66 |
| Tasley | 407.99 |
| Tong | 118.92 |

| Parish of: | Taxbase |
|---------------------------|-------------------|
| Uffington | 105.29 |
| Upton Magna | 155.61 |
| Welshampton & Lyneal | 357.34 |
| Wem Rural | 665.52 |
| Wem Town | 1,957.42 |
| West Felton | 541.83 |
| Westbury | 531.42 |
| Weston Rhyn | 844.03 |
| Weston-Under-Redcastle | 122.95 |
| Wheathill | 73.98 |
| Whitchurch Rural | 572.77 |
| Whitchurch Town | 3,175.86 |
| Whittington | 834.39 |
| Whitton | 57.49 |
| Whixall | 331.49 |
| Wistanstow | 332.75 |
| Withington | 103.47 |
| Woore | 577.42 |
| Worfield & Rudge | 907.31 |
| Worthen with Shelve | 774.92 |
| Wroxeter & Uppington | 159.39 |
| Shropshire Council | 109,095.60 |

being the amounts calculated by the Council in accordance with Regulation 6 of The Regulations, as the numbers of its Council Tax taxbase for the year for dwellings in those parts of the Council to which one or more special items relate.

3. That the following amounts be now calculated by the Council for the year 2018/19 in accordance with Sections 32 to 36 of The Act:

| | Description | Amount £ | Notes |
|---|--|-------------------------------------|--|
| A | Gross Expenditure | 569,705,157 | Gross expenditure including Parish precepts in accordance with s32(2) (a) - (e) of the Act. |
| B | Gross Income | 353,181,611 | Gross income including the use of reserves in accordance with s32(3) (a) - (c) of the Act. |
| C | Budget Requirement | 216,523,546 | The budget requirement in accordance with s32(4) of the Act |
| D | i) Business Rates | 49,959,134 | From the LG Finance Settlement |
| | ii) Revenue Support Grant | 13,301,166 | From the LG Finance Settlement |
| | iii) Transfer to Collection Fund | (130,111) | Collection Fund surplus in accordance with s97 of the Local Government Finance Act 1988 and regulations made under s98 of the 1988 Act |
| | iv) Total of (D i-iv) inclusive | 63,130,189 | Business Rates, RSG, special grants and Collection Fund surplus. |
| E | Basic Amount of Council Tax | 1,406.05 | Item (c) - (d) divided by tax base (resolution 2(a) - this represents the weighted average Council Tax at Band D including Parish precepts but excluding Fire and Police in accordance with s33(1) of the Act. |
| F | Total of Special Items | 7,755,095 | This represents the total of Parish precepts in accordance with s34(1) of the Act. |
| G | Basic Amount of Council Tax for dwellings in parts of the area to which no special items relate | 1,334.96 | Item (c) - (d) - (f) divided by tax base (resolution 2(a)) in accordance with s34(2) of the Act. |
| H | Basic Amount of Council Tax for dwellings in parts of the area to which one or more special items relate | Sums shown in Schedule A Appendix 1 | This represents the Band D Council Tax by Parish including Parish precepts but excluding Fire and Police in accordance with s34(3) of the Act. |
| I | Amount of Council Tax as in (h) for each Council Tax Band | Sums shown in Schedule B Appendix 1 | This represents the Council Tax by Parish and by each valuation band including Parish precepts but excluding Fire and Police in accordance with s36(1) and s5(1) of the Act.. |

W

4. That it be noted that for the year 2018/19 the West Mercia Police & Crime Commissioner and the Shropshire & Wrekin Fire Authority have stated that the

following amounts in precepts issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwelling shown below:

| Precepting Authority | Valuation Bands – 2018/19 | | | | | | | |
|---|---------------------------|--------|--------|--------|--------|--------|--------|--------|
| | A £ | B £ | C £ | D £ | E £ | F £ | G £ | H £ |
| Shropshire & Wrekin Fire Authority | 64.89 | 75.71 | 86.52 | 97.34 | 118.97 | 140.60 | 162.23 | 194.68 |
| West Mercia Police & Crime Commissioner | 131.38 | 153.28 | 175.17 | 197.07 | 240.86 | 284.66 | 328.45 | 394.14 |

5. That having calculated the aggregate in each case of the amounts at 3(i) and 4 above, the Council, in accordance with Section 30(2) of the Local Government Finance Act 1992, hereby sets the amounts listed in Schedule C Appendix 1 as the amounts of Council Tax for the year 2018/19 for each of the categories of dwellings in the Council's area.

| | | Schedule A | |
|--|------------|------------|--|
| Basic Amounts of Council Tax at Band D for Combined Shropshire Council and Parish/Town Councils 2018/19 | | | |
| Parish / Town Council | £:p | | |
| Abdon & Heath | 1,334.96 | | |
| Acton Burnell, Frodesley, Pitchford, Ruckley & Langley | 1,357.26 | | |
| Acton Scott | 1,339.22 | | |
| Adderley | 1,404.10 | | |
| Alberbury with Cardeston | 1,360.74 | | |
| Albrighton | 1,407.87 | | |
| All Stretton, Smethcott & Woolstaston | 1,360.85 | | |
| Aley & Romsley | 1,396.25 | | |
| Ashford Bowdler | 1,334.96 | | |
| Ashford Carbonel | 1,377.96 | | |
| Astley | 1,368.19 | | |
| Astley Abbotts | 1,355.90 | | |
| Aston Botterell, Burwaton & Cleobury North | 1,387.86 | | |
| Atcham | 1,396.84 | | |
| Badger | 1,395.05 | | |
| Barrow | 1,361.89 | | |
| Baschurch | 1,376.69 | | |
| Bayston Hill | 1,420.66 | | |
| Beckbury | 1,383.11 | | |
| Bedstone & Bucknell | 1,397.60 | | |
| Berrington | 1,362.42 | | |
| Bettws-Y-Crwyn | 1,401.98 | | |
| Bicton | 1,362.70 | | |
| Billingsley, Deuxhill, Glazeley & Middleton Scriven | 1,372.16 | | |
| Bishops Castle Town | 1,544.64 | | |
| Bitterley | 1,355.39 | | |
| Bomere Heath & District | 1,358.95 | | |
| Bonningale | 1,345.32 | | |
| Boraston | 1,337.68 | | |
| Bridgnorth Town | 1,465.74 | | |
| Bromfield | 1,352.05 | | |
| Broseley Town | 1,478.38 | | |
| Buildwas | 1,403.72 | | |
| Burford | 1,374.58 | | |
| Cardington | 1,357.08 | | |
| Caynham | 1,372.18 | | |
| Chelmarsh | 1,388.86 | | |
| Cheswardine | 1,388.57 | | |
| Chetton | 1,383.46 | | |
| Childs Ercall | 1,377.53 | | |
| Chirbury with Brompton | 1,370.21 | | |
| Church Preen, Hughley & Kenley | 1,369.55 | | |
| Church Pulverbatch | 1,353.72 | | |
| Church Stretton & Little Stretton Town | 1,511.83 | | |
| Claverley | 1,360.28 | | |
| Clee St. Margaret | 1,334.96 | | |
| Cleobury Mortimer | 1,432.16 | | |
| Clive | 1,389.21 | | |
| Clun & Chapel Lawn | 1,411.57 | | |
| Clunbury | 1,349.85 | | |
| Clungunford | 1,360.99 | | |
| Cockshut-cum-Petton | 1,398.65 | | |
| Condover | 1,378.61 | | |
| Coreley | 1,366.63 | | |
| Cound | 1,362.19 | | |
| Craven Arms Town | 1,405.10 | | |
| Cressage, Harley & Sheinton | 1,374.50 | | |
| Culmington | 1,355.74 | | |
| Diddlebury | 1,354.15 | | |
| Ditton Priors | 1,370.63 | | |
| Donington & Boscobel | 1,389.61 | | |
| Eardington | 1,387.81 | | |
| Easthope, Shipton & Stanton Long | 1,370.34 | | |
| Eaton-Under-Heywood & Hope Bowdler | 1,359.79 | | |
| Edgton | 1,344.31 | | |
| Ellesmere Rural | 1,374.55 | | |
| Ellesmere Town | 1,482.95 | | |
| Farlow | 1,351.87 | | |
| Ford | 1,402.35 | | |
| Great Hanwood | 1,407.51 | | |
| Great Ness & Little Ness | 1,381.48 | | |
| Greete | 1,334.96 | | |
| Grinshill | 1,379.75 | | |
| Hadnall | 1,368.37 | | |
| Highley | 1,432.16 | | |
| Hinstock | 1,379.88 | | |
| Hodnet | 1,372.32 | | |
| Hope Bagot | 1,348.77 | | |
| Hopesay | 1,383.76 | | |
| Hopton Cangeford & Stoke St. Milborough | 1,348.53 | | |
| Hopton Castle | 1,334.96 | | |
| Hopton Wafers | 1,361.66 | | |

| | | Schedule A | |
|--|------------|------------|--|
| Basic Amounts of Council Tax at Band D for Combined Shropshire Council and Parish/Town Councils 2018/19 | | | |
| Parish / Town Council | £:p | | |
| Hordley | 1,375.14 | | |
| Ightfield & Calverhall | 1,388.01 | | |
| Kemberton | 1,361.82 | | |
| Kinlet | 1,356.92 | | |
| Kinnerley | 1,382.01 | | |
| Knockin | 1,426.87 | | |
| Leebotwood & Longnor | 1,367.53 | | |
| Leighton & Eaton Constantine | 1,360.67 | | |
| Llanfainwaterdine | 1,363.33 | | |
| Llanyblodwel | 1,372.68 | | |
| Llanymynech & Pant | 1,373.35 | | |
| Longden | 1,387.99 | | |
| Loppington | 1,349.08 | | |
| Ludford | 1,350.75 | | |
| Ludlow Town | 1,494.07 | | |
| Lydbury North | 1,385.07 | | |
| Lydham & More | 1,334.96 | | |
| Mainstone & Colebatch | 1,346.93 | | |
| Market Drayton Town | 1,452.29 | | |
| Melverley | 1,358.06 | | |
| Milson & Neen Sollars | 1,396.78 | | |
| Minsterley | 1,367.13 | | |
| Montford | 1,360.24 | | |
| Moreton Corbett & Lee Brockhurst | 1,346.97 | | |
| Moreton Say | 1,392.14 | | |
| Morville, Acton Round, Aston Eyre, Monkhopton & Upton Cressett | 1,369.64 | | |
| Much Wenlock Town | 1,493.01 | | |
| Munslow | 1,355.16 | | |
| Myddle & Broughton | 1,380.66 | | |
| Myndtown, Norbury, Ratlinghope & Wentnor | 1,352.79 | | |
| Nash | 1,345.24 | | |
| Neen Savage | 1,370.66 | | |
| Neenton | 1,334.96 | | |
| Newcastle | 1,383.70 | | |
| Norton-In-Hales | 1,385.61 | | |
| Onibury | 1,371.26 | | |
| Oswestry Rural | 1,362.22 | | |
| Oswestry Town | 1,409.21 | | |
| Pontesbury | 1,394.21 | | |
| Prees | 1,357.45 | | |
| Quatt Malvern | 1,399.22 | | |
| Richards Castle | 1,371.58 | | |
| Rushbury | 1,355.96 | | |
| Ruyton-XI-Towns | 1,391.34 | | |
| Ryton & Grindle | 1,380.58 | | |
| Selattyn & Gobowen | 1,402.98 | | |
| Shawbury | 1,397.32 | | |
| Sheriffhales | 1,386.14 | | |
| Shifnal Town | 1,480.16 | | |
| Shrewsbury Town | 1,380.59 | | |
| Sibdon Carwood | 1,334.96 | | |
| St. Martins | 1,393.30 | | |
| Stanton Lacy | 1,355.78 | | |
| Stanton-Upon-Hine Heath | 1,381.62 | | |
| Stockton | 1,368.71 | | |
| Stoke-Upon-Tern | 1,369.23 | | |
| Stottesdon & Sidbury | 1,423.64 | | |
| Stowe | 1,360.79 | | |
| Sutton Maddock | 1,354.16 | | |
| Sutton-Upon-Tern | 1,347.23 | | |
| Tasley | 1,352.72 | | |
| Tong | 1,359.01 | | |
| Uffington | 1,416.36 | | |
| Upton Magna | 1,367.77 | | |
| Welshampton & Lyneal | 1,389.53 | | |
| Wem Rural | 1,374.03 | | |
| Wem Town | 1,489.64 | | |
| West Felton | 1,370.49 | | |
| Westbury | 1,360.36 | | |
| Weston Rhyn | 1,371.69 | | |
| Weston-Under-Redcastle | 1,365.05 | | |
| Wheathill | 1,361.99 | | |
| Whitchurch Rural | 1,370.47 | | |
| Whitchurch Town | 1,479.51 | | |
| Whittington | 1,385.05 | | |
| Whitton | 1,334.96 | | |
| Whixall | 1,358.21 | | |
| Wistanstow | 1,372.25 | | |
| Withington | 1,392.95 | | |
| Woore | 1,379.51 | | |
| Worfield & Rudge | 1,359.21 | | |
| Worthen with Shelve | 1,381.03 | | |
| Wroxeter & Uppington | 1,361.09 | | |

| Basic Amounts of Council Tax at Band D for Parish / Town Councils 2018/19 | | | Appendix 2 |
|---|---|---------------------------------|---|
| 2017/18 Band D Council Tax £ | Parish / Town Council | 2018/19 Band D Council Tax £ | Band D Change Increase/(Decrease) % |
| - | Abdon & Heath | - | - |
| 22.30 | Acton Bumell, Frodesley, Pitchford, Ruckley & Langley | 22.30 | 0.00 |
| 4.25 | Acton Scott | 4.26 | 0.24 |
| 69.13 | Adderley | 69.14 | 0.01 |
| 19.01 | Alberbury with Cardeston | 25.78 | 35.61 |
| 71.60 | Albrighton | 72.91 | 1.83 |
| 25.89 | All Stretton, Smethcott & Woolstaston | 25.89 | 0.00 |
| 59.50 | Alveley & Romsley | 61.29 | 3.01 |
| - | Ashford Bowdler | - | - |
| 37.67 | Ashford Carbonel | 43.00 | 14.15 |
| 33.23 | Astley | 33.23 | 0.00 |
| 19.05 | Astley Abbots | 20.94 | 9.92 |
| 39.44 | Aston Bottrell, Burwarton & Cleobury North | 52.90 | 34.13 |
| 43.31 | Atcham | 61.88 | 42.88 |
| 55.77 | Badger | 60.09 | 7.75 |
| 26.91 | Barrow | 26.93 | 0.07 |
| 43.98 | Baschurch | 41.73 | (5.12) |
| 85.70 | Bayston Hill | 85.70 | 0.00 |
| 48.73 | Beckbury | 48.15 | (1.19) |
| 60.43 | Bedstone & Bucknell | 62.64 | 3.66 |
| 27.46 | Berrington | 27.46 | 0.00 |
| 46.71 | Bettws-Y-Crwyn | 67.02 | 43.48 |
| 27.23 | Bicton | 27.74 | 1.87 |
| 24.71 | Billingsley, Deuxhill, Glazeley & Middleton Scriven | 37.20 | 50.55 |
| 171.27 | Bishops Castle Town | 209.68 | 22.43 |
| 20.43 | Bitterley | 20.43 | 0.00 |
| 23.99 | Bomere Heath & District | 23.99 | 0.00 |
| 8.29 | Bonningale | 10.36 | 24.97 |
| 2.01 | Boraston | 2.72 | 35.32 |
| 125.34 | Bridgnorth Town | 130.78 | 4.34 |
| 4.54 | Bromfield | 17.09 | 276.43 |
| 140.01 | Broseley Town | 143.42 | 2.44 |
| 60.25 | Buildwas | 68.76 | 14.12 |
| 39.60 | Burford | 39.62 | 0.05 |
| 21.12 | Cardington | 22.12 | 4.73 |
| 37.22 | Caynham | 37.22 | 0.00 |
| 37.61 | Chelmarsh | 53.90 | 43.31 |
| 53.61 | Cheswardine | 53.61 | 0.00 |
| 32.06 | Chetton | 48.50 | 51.28 |
| 41.89 | Childs Ercall | 42.57 | 1.62 |
| 30.41 | Chirbury with Brompton | 35.25 | 15.92 |
| 20.60 | Church Preen, Hughley & Kenley | 34.59 | 67.91 |
| 18.76 | Church Pulverbatch | 18.76 | 0.00 |
| 170.74 | Church Stretton & Little Stretton Town | 176.87 | 3.59 |
| 25.32 | Claverley | 25.32 | 0.00 |
| - | Clee St. Margaret | - | - |
| 97.90 | Cleobury Mortimer | 97.20 | (0.72) |
| 52.40 | Clive | 54.25 | 3.53 |
| 74.53 | Clun & Chapel Lawn | 76.61 | 2.79 |
| 15.17 | Clunbury | 14.89 | (1.85) |
| 26.75 | Clungunford | 26.03 | (2.69) |
| 65.41 | Cockshutt-cum-Petton | 63.69 | (2.63) |
| 43.65 | Condover | 43.65 | 0.00 |
| 31.67 | Coreley | 31.67 | 0.00 |
| 15.44 | Cound | 27.23 | 76.36 |
| 61.86 | Craven Arms Town | 70.14 | 13.39 |
| 39.85 | Cressage, Harley & Sheinton | 39.54 | (0.78) |
| 20.78 | Culmington | 20.78 | 0.00 |
| 19.81 | Diddlebury | 19.19 | (3.13) |
| 35.67 | Ditton Priors | 35.67 | 0.00 |
| 51.28 | Donington & Boscobel | 54.65 | 6.57 |
| 44.19 | Eardington | 52.85 | 19.60 |
| 15.37 | Easthope, Shipton & Stanton Long | 35.38 | 130.19 |
| 21.87 | Eaton-Under-Heywood & Hope Bowdler | 24.83 | 13.53 |
| 4.69 | Edgton | 9.35 | 99.36 |
| 39.59 | Ellesmere Rural | 39.59 | 0.00 |
| 145.09 | Ellesmere Town | 147.99 | 2.00 |
| 16.17 | Farlow | 16.91 | 4.58 |
| 48.10 | Ford | 67.39 | 40.10 |
| 59.77 | Great Hanwood | 72.55 | 21.38 |
| 39.68 | Great Ness & Little Ness | 46.52 | 17.24 |
| - | Greete | - | - |
| 35.73 | Grinshill | 44.79 | 25.36 |
| 33.41 | Hadnall | 33.41 | 0.00 |
| 81.80 | Highley | 97.20 | 18.83 |
| 43.33 | Hinstock | 44.92 | 3.67 |
| 36.28 | Hodnet | 37.36 | 2.98 |
| 13.81 | Hope Bagot | 13.81 | 0.00 |
| 48.45 | Hopesay | 48.80 | 0.72 |
| 13.79 | Hopton Cangeford & Stoke St. Milborough | 13.57 | (1.60) |
| - | Hopton Castle | - | - |
| 25.52 | Hopton Wafers | 26.70 | 4.62 |

| | | | Appendix 2 |
|---------------------------------|--|---------------------------------|---|
| 2017/18 Band D Council Tax £ | Parish / Town Council | 2018/19 Band D Council Tax £ | Band D Change Increase/(Decrease) % |
| 31.46 | Hordley | 40.18 | 27.72 |
| 47.95 | Ightfield & Calverhall | 53.05 | 10.64 |
| 25.87 | Kemberton | 26.86 | 3.83 |
| 20.32 | Kinlet | 21.96 | 8.07 |
| 47.61 | Kinnerley | 47.05 | (1.18) |
| 86.06 | Knockin | 91.91 | 6.80 |
| 33.00 | Leebotwood & Longnor | 32.57 | (1.30) |
| 20.84 | Leighton & Eaton Constantine | 25.71 | 23.37 |
| 36.14 | Llanfairwaterdine | 28.37 | (21.50) |
| 36.86 | Llanyblodwel | 37.72 | 2.33 |
| 37.82 | Llanymynech & Pant | 38.39 | 1.51 |
| 38.15 | Longden | 53.03 | 39.00 |
| 14.54 | Loppington | 14.12 | (2.89) |
| 15.54 | Ludford | 15.79 | 1.61 |
| 133.15 | Ludlow Town | 159.11 | 19.50 |
| 50.11 | Lydbury North | 50.11 | 0.00 |
| - | Lydham & More | - | - |
| 8.58 | Mainstone & Colebatch | 11.97 | 39.51 |
| 114.47 | Market Drayton Town | 117.33 | 2.50 |
| 22.87 | Melverley | 23.10 | 1.01 |
| 58.95 | Milson & Neen Sollars | 61.82 | 4.87 |
| 31.56 | Minsterley | 32.17 | 1.93 |
| 24.79 | Montford | 25.28 | 1.98 |
| 11.86 | Moreton Corbett & Lee Brockhurst | 12.01 | 1.26 |
| 44.94 | Moreton Say | 57.18 | 27.24 |
| 29.26 | Morville, Acton Round, Aston Eyre, Monkhopton & Upton Cressett | 34.68 | 18.52 |
| 155.38 | Much Wenlock Town | 158.05 | 1.72 |
| 18.92 | Munslow | 20.20 | 6.77 |
| 44.20 | Myddle & Broughton | 45.70 | 3.39 |
| 17.83 | Myrdtown, Norbury, Ratlinghope & Wentnor | 17.83 | 0.00 |
| 10.50 | Nash | 10.28 | (2.10) |
| 35.70 | Neen Savage | 35.70 | 0.00 |
| - | Neenton | - | - |
| 41.65 | Newcastle | 48.74 | 17.02 |
| 49.24 | Norton-in-Hales | 50.65 | 2.86 |
| 36.30 | Onibury | 36.30 | 0.00 |
| 27.00 | Oswestry Rural | 27.26 | 0.96 |
| 71.32 | Oswestry Town | 74.25 | 4.11 |
| 55.30 | Pontesbury | 59.25 | 7.14 |
| 22.60 | Prees | 22.49 | (0.49) |
| 68.91 | Quatt Malvern | 64.26 | (6.75) |
| 37.44 | Richards Castle | 36.62 | (2.19) |
| 21.33 | Rushbury | 21.00 | (1.55) |
| 54.63 | Ruyton-XI-Towns | 56.38 | 3.20 |
| 28.24 | Ryton & Grindle | 45.62 | 61.54 |
| 66.33 | Selattyn & Gobowen | 68.02 | 2.55 |
| 61.59 | Shawbury | 62.36 | 1.25 |
| 47.13 | Sheriffhales | 51.18 | 8.59 |
| 145.90 | Shifnal Town | 145.20 | (0.48) |
| 41.48 | Shrewsbury Town | 45.63 | 10.00 |
| - | Sibdon Carwood | - | - |
| 58.34 | St. Martins | 58.34 | 0.00 |
| 19.30 | Stanton Lacy | 20.82 | 7.88 |
| 46.66 | Stanton-Upon-Hine Heath | 46.66 | 0.00 |
| 33.75 | Stockton | 33.75 | 0.00 |
| 30.57 | Stoke-Upon-Tern | 34.27 | 12.10 |
| 98.82 | Stottesdon & Sidbury | 88.68 | (10.26) |
| 25.63 | Stowe | 25.83 | 0.78 |
| 18.72 | Sutton Maddock | 19.20 | 2.56 |
| 9.87 | Sutton-Upon-Tern | 12.27 | 24.32 |
| 17.27 | Tasley | 17.76 | 2.84 |
| 24.31 | Tong | 24.05 | (1.07) |
| 81.40 | Uffington | 81.40 | 0.00 |
| 32.81 | Upton Magna | 32.81 | 0.00 |
| 45.42 | Welshampton & Lyneal | 54.57 | 20.15 |
| 37.70 | Wem Rural | 39.07 | 3.63 |
| 151.44 | Wem Town | 154.68 | 2.14 |
| 35.53 | West Felton | 35.53 | 0.00 |
| 24.77 | Westbury | 25.40 | 2.54 |
| 26.17 | Weston Rhyn | 36.73 | 40.35 |
| 23.61 | Weston-Under-Redcastle | 30.09 | 27.45 |
| 31.06 | Wheathill | 27.03 | (12.97) |
| 34.48 | Whitchurch Rural | 35.51 | 2.99 |
| 148.85 | Whitchurch Town | 144.55 | (2.89) |
| 48.49 | Whittington | 50.09 | 3.30 |
| - | Whitton | - | - |
| 22.75 | Whixall | 23.25 | 2.20 |
| 31.28 | Wistanstow | 37.29 | 19.21 |
| 57.44 | Withington | 57.99 | 0.96 |
| 44.55 | Woore | 44.55 | 0.00 |
| 22.07 | Worfield & Rudge | 24.25 | 9.88 |
| 46.19 | Worthen with Shelve | 46.07 | (0.26) |
| 25.09 | Wroxeter & Uppington | 26.13 | 4.15 |
| 67.14 | Parish / Town Council Average | 71.09 | 5.88 |



Committee and Date

Council

22 February 2018

FINANCIAL STRATEGY 2018/19 to 2022/23

Responsible Officer James Walton

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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 Financial Strategy report takes into account previous reports considered by Cabinet over the current financial year; most recently on February 14th, 2018. The report 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 report 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 10th 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 when compared to the earlier reports considered by Cabinet.

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 6th 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 (£) |
|--|-------------------|-------------------|-------------------|-------------------|-------------------|
| Funding Gap as reported through to Jan 10th 2018 | 36,467,901 | 43,962,531 | 48,558,987 | 53,668,794 | 59,270,364 |
| 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 |
| Remaining Funding Gap as at Feb 14th 2018 (Structural Gap) | 20,201,332 | 13,918,405 | 20,648,500 | 24,454,549 | 27,227,518 |

This report summarises the work completed to date to close the original 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. Approve 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 changes required to future years budgets as a result of the Local Government Settlement.

- D. Note the revised funding gap for the years 2019/20 to 2022/23.
- E. Approve the revised Capital Programme as set out in the report and detailed at section 8 and Appendix 8.
- F. Note the continued use of the Policy for Flexibility around the use of Capital Receipts.
- G. Agree the Statement of Chief Financial Officer on the Robustness of the Estimates and Adequacy of Reserves 2017-23 as set out in Appendix 9, noting the Council's general fund balance over this period.
- H. Agree the Pay and Rewards Policy for all Council staff for 2018/19 as set out in Appendix 10.

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 10th 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 where we have received some form of notification.

5. The Funding Gap – Background Information

- 5.1. To establish the initial funding 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 10th 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 10th 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 10th 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 14th 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 Social Care 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 and reflected in revised figures. A further increase in RSDG of £1.306m was announced in the Final Settlement and this has been included for 2018/19 as additional resources.

- 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 £ |
|--|---------------------|---------------------|---------------------|---------------------|---------------------|
| Gap at January 10 Cabinet | 36,467,901 | 43,962,531 | 48,558,987 | 53,668,794 | 59,270,364 |
| Presentational Changes: | | | | | |
| 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 |
| TOTAL PRESENTATION CHANGES | - 14,323,636 | - 29,997,269 | - 28,583,824 | - 31,229,362 | - 34,003,377 |
| Gap at February 14th after presentational changes | 22,144,265 | 13,965,262 | 19,975,163 | 22,439,431 | 25,266,987 |
| Value Changes: | | | | | |
| 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 |
| TOTAL VALUE CHANGES | - 1,942,933 | - 46,857 | 673,337 | 2,015,117 | 1,960,531 |
| Revised Gap at February 14 Cabinet | 20,201,332 | 13,918,405 | 20,648,500 | 24,454,548 | 27,227,518 |

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 Social Care 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, January 2018 and February 2018.

7.3. In relation to the savings programme, Cabinet and officers have reviewed 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 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 |
|--------------------------------|------------|-------------|------------|------------|------------|-------------|
| Savings from Innovation | -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 |
|------------------------------------|------------|------------|------------|------------|------------|-------------|
| Savings from Raising Income | -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 |
|--------------------------------------|------------|------------|----------|---------|----------|------------|
| Savings from Cutting Services | -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 ¹

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

¹ 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.

Without this investment from car parking income, highways spend will be lower in future years.

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 6th 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> | Application of Reserves | | |
|---|-------------------|--------------------------------|-------------------|-------------------|
| | | 2018/19 | 2019/20 | 2020/21 |
| | | £ | £ | £ |
| 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 |
| Total Reserves available from 2018/19 onwards | 24,556,104 | 7,133,261 | -1,149,172 | 18,572,014 |

- 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 (£) |
|---|-------------------|-------------------|-------------------|-------------------|-------------------|
| Revised Funding Gap as at Feb 14th 2018 | 20,201,332 | 13,918,405 | 20,648,500 | 24,454,549 | 27,227,518 |
| 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 |
| Funding Gap Remaining in each year (As Per Appendix 3) | 0 | 0 | 187,984 | 22,193,799 | 25,848,518 |

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 |
| Total | 6,543,500 | 2,666,667 | 9,210,167 |

- 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

| Funding | 2018/19 Indicative Allocation £ | 2019/20 Indicative Allocation £ | 2020/21 Indicative Allocation £ |
|--------------------------------------|--|--|--|
| 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 |
| Total | 14,901,000 | 14,901,000 | 14,901,000 |

- 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 11 below:

Table 11: Highways Capital Programme & Financing 2018/19

| Funding | Maintenance Block £ | Integrated Transport £ | Total £ |
|---|--------------------------------|-----------------------------------|--------------------|
| 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 |
| Total Highways | 7,901,000 | 0 | 7,901,000 |
| Integrated Transport | | | |
| Integrated Transport | | 1,000,000 | 1,000,000 |
| Contribution to Shrewsbury Integrated Transport Package | | 1,000,000 | 1,000,000 |
| Total | 7,901,000 | 2,000,000 | 9,901,000 |

8.13. The Financial 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.

Capital Programme 2018/19 to 2020/21

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 12 below.

Table 12: Capital Programme 2018/19 to 2020/21

| Service Area | 2018/19 Budget £ | 2019/20 Budget £ | 2020/22 Budget £ |
|---|------------------------|------------------------|------------------------|
| General Fund | | | |
| 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 |
| Total General Fund | 48,231,733 | 17,387,990 | 15,567,667 |
| Housing Revenue Account | 5,166,075 | 3,760,950 | 0 |
| Total | 53,397,808 | 21,148,940 | 15,567,667 |
| | | | |
| 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 |
| Total Financing | 53,397,808 | 26,148,940 | 15,567,667 |

Proposed Future Schemes

- 8.27. 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 13 shows the capital receipts position across the years of the capital programme.

Table 13: Capital Receipts Projections 2018/19 to 2020/21

| Service Area | 2018/19 Budget £ | 2019/20 Budget £ | 2020/21 Budget £ |
|--|---------------------------------|---------------------------------|---------------------------------|
| 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 |
| Total Commitments | 24,816,701 | 5,030,319 | 114,288 |
| Capital Receipts in hand/projected: | | | |
| Estimated carry forward | 18,413,578 | 0 | 0 |
| Projected - Green | 1,500,000 | 0 | 0 |
| Total in hand/projected | 19,913,578 | 0 | 0 |
| | | | |
| 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 10th 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 54 responses have been received to date.
- 9.2 The consultation has drawn responses from a broad cross section of the community. Of the 54 respondents 50% are male and 39% female with the remainder preferring not to say. 28% are between the ages of 65-74 and 22% under the age of 35. 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 10th 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. Half of the respondents chose to make further comment. Again, the responses were varied. In terms of primary themes seven people commented that they did not support the shopping centre purchase. Four said that the authority and local MPs should be protesting against Government austerity measures. Four commented that in their opinion the Council should not be investing in Shirehall and three others stated that they did not have confidence in the council overall
- 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 varied 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 Council is due to consider a report setting out fees and charges proposals for the 2018/19 Financial Year. 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 concludes before Council approves the final budget. The Leader of the Council will verbally update Full Council should any significant implications from consultation be identified that cannot be included in this report.
- 10.8 If the proposals set out in this report are not approved an alternative option to achieve a balanced budget would be to put Council Tax increases to a local referendum. This would potentially allow the authority to generate Council Tax income over and above the proposed referendum limit of 6%. If set at the correct level this extra resource could negate the need to make some of the savings included in this report.
- 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 assumptions earlier in this report and amending, as in Table 14 below, to include the points raised above (amendments highlighted):

Table 14: Aspirational Proposal to deliver a Sustainable Budget

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

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
 Financial Strategy 201819 to 202223: Cabinet 14 February 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 9 – Statement of Chief Financial Officer on the Robustness of the
Estimates and Adequacy of Reserves 2016-20 – Cabinet Report 14th
February 2018.
- Appendix 9 – Pay and Reward Policy

Appendix 1 - Resource Projections

| | 2018/19 £ | 2019/20 £ | 2020/21 £ | 2021/22 £ | 2022/23 £ |
|--|--------------------|--------------------|--------------------|--------------------|--------------------|
| Council Tax | 145,638,262 | 152,618,219 | 161,485,306 | 170,866,542 | 180,794,449 |
| Business Rates: | | | | | |
| 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 |
| RSG | 13,301,166 | 6,119,050 | 4,079,367 | 2,039,683 | 0 |
| Collection Fund: | | | | | |
| 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 |
| NET BUDGET | 208,768,451 | 209,639,219 | 217,208,601 | 225,305,548 | 233,962,822 |
| Grants included in Core Funding: | | | | | |
| 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 |
| CORE FUNDING | 227,704,492 | 230,251,579 | 224,118,151 | 232,544,358 | 240,460,662 |
| Local Income | | | | | |
| 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 |
| TOTAL FUNDING | 561,950,062 | 563,015,910 | 554,713,679 | 564,769,912 | 574,572,338 |

Appendix 2 – Expenditure Projections

| | 2018/19 £ | 2019/20 £ | 2020/21 £ | 2021/22 £ | 2022/23 £ |
|--|--------------------|--------------------|--------------------|--------------------|--------------------|
| Original Gross Budget Requirement | 576,847,806 | 582,151,393 | 576,934,316 | 575,362,179 | 589,224,460 |
| Inflationary Growth : | | | | | |
| 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 | | | |
| Demography & Demand | 10,207,019 | 7,885,625 | 9,104,995 | 9,901,259 | 11,003,912 |
| Service Specific Pressures | 4,434,972 | -7,503 | 9,810 | 10,230 | 10,650 |
| Local Generated Pressures: | | | | | |
| 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 | | | | |
| Savings | | | | | |
| 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 |
| TOTAL EXPENDITURE | 582,151,393 | 576,934,316 | 575,362,179 | 589,224,460 | 601,799,857 |

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 |
| Gap in year | 20,201,332 | 13,918,405 | 20,648,500 | 24,454,549 | 27,227,518 |
| One Off Funding to be used: | | | | | |
| One off Grants: | | | | | |
| Rural Services Delivery grant | 6,614,131 | 5,307,640 | 0 | 0 | 0 |
| 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 | 871,140 | | | | |
| Improved Better Care Funding | 4,328,800 | 8,153,520 | 0 | 0 | 0 |
| Use of Reserves: | | | | | |
| 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 | | | |
| TOTAL ONE OFF FUNDING | 20,201,331 | 13,918,406 | 20,460,516 | 2,260,750 | 1,379,000 |
| Remaining Gap to be Funded | 0 | 0 | 187,984 | 22,193,799 | 25,848,518 |

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 Design Gateway was signed off in 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 are subject to change.

Table 1.0

| Proeject Stream | Approved Budget £m | Projected Outturn £m |
|------------------------------------|---------------------------|-----------------------------|
| 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 |
| Total | £26.232 | £18.109 |
| Reduced Funding Requirement | | £8.123 |

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 main body of 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 5th 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: 12/02/2018

Responses Received to date: 54

1. Profile of Respondents:

Chart 1.0

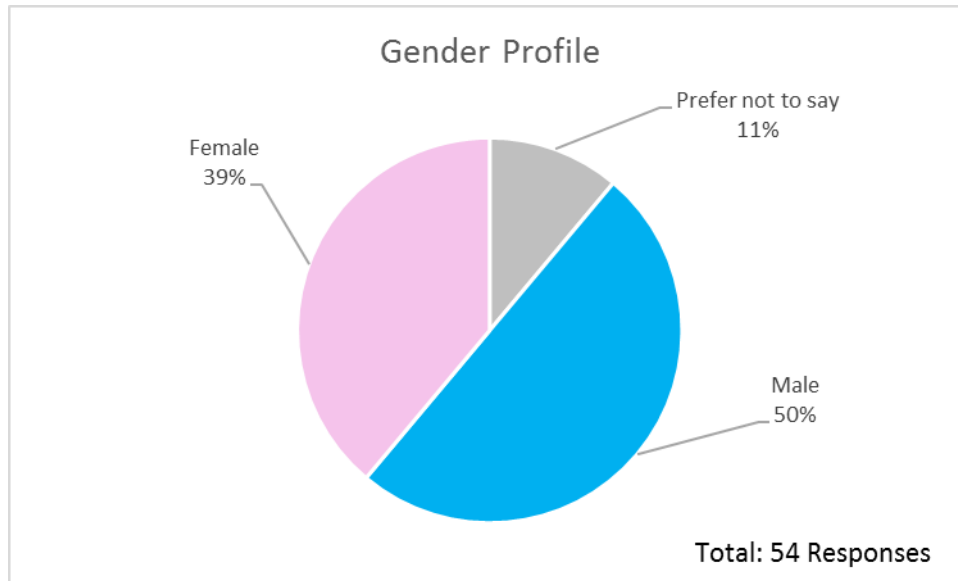
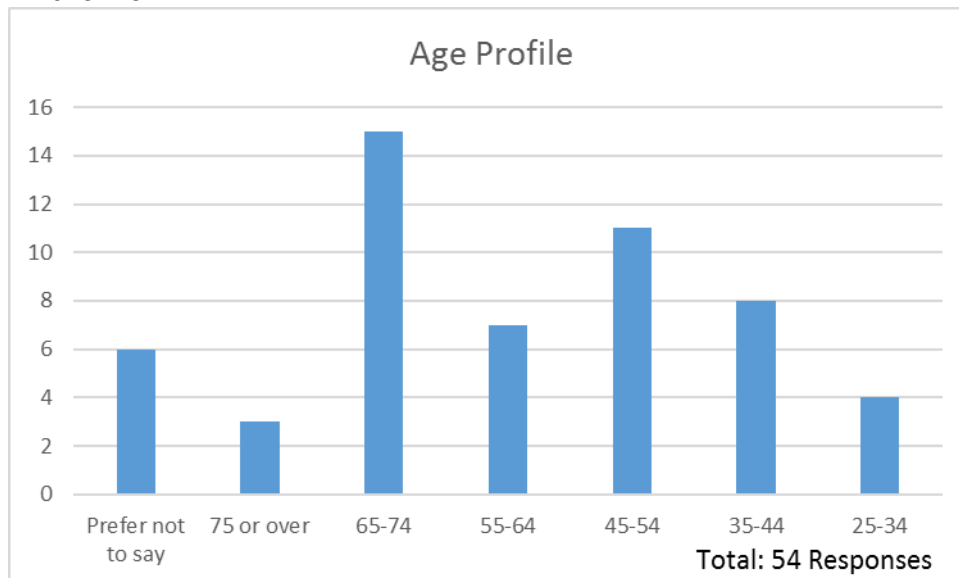


Chart 2.0



2. Detailed Summary of Responses

2.1. Question 1

| 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? | Mentions |
|---|-----------------|
| None - already pay enough | 5 |
| None - don't use any/many Council Services | 5 |
| Leisure facilities (noted services paid for need to improve) | 3 |
| Libraries | 3 |
| None | 2 |
| None - not fair on those on lower incomes | 2 |
| None - on low income / cant afford to pay | 2 |
| None - services should be universal and cost shared according to people's ability 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 |
| Land maintenance | 1 |
| Local police presence | 1 |
| None - pay out more than I receive | 1 |
| none - would need to means test people on low incomes=inefficient | 1 |
| Rural bus services. | 1 |
| School Transport | 1 |
| Social Care (all ages) | 1 |

2.2. Question 2

| Are there any services that Shropshire Council should consider finding alternative delivery arrangements for rather than delivering directly ourselves? | Mentions |
|--|-----------------|
| Services should be inhouse not outsourced (cheaper, quality, accountable) | 12 |
| Arts, festivals & music | 3 |
| Museums and Visitor attractions (eg Acton Scott) | 2 |
| No | 2 |
| Road maintenance | 2 |
| All services should be tendered | 1 |
| Choose the most efficient or cost-effective means of delivering a service. | 1 |
| Estates and Assets | 1 |
| Give grants for community led services: | 1 |
| Youth groups | |
| Toddler groups | |
| 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: | 1 |
| Litter picking | |
| Dog muck | |
| Libraries | |
| Work with voluntary sector | 1 |

2.3. Question 3

| Other suggestions about how the Council can raise income or make further savings?: | Mentions |
|---|----------|
| Stop - plans to invest in shopping centres - too high risk | 7 |
| Lobby government - more money | 6 |
| Council Tax - Increase Shropshire Council precept | 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 | 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 |
| Don't give money to minority interest groups. They should make the effort to raise money from all sources themselves. | 1 |
| Environmental enforcement (FPNs) for littering, dog fouling ,fly tipping, Commercial | 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 |
| Offer sponsor opportunities on roundabouts for local business | 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 Museums | 1 |
| Stop - funding cinema and theatre | 1 |
| Stop - giving incompetent staff pay rises. | 1 |
| Stop - guided tours of Shrewsbury. | 1 |
| Stop - business support | 1 |
| Stop - centralizing. It costs money and given previous experience, you'll only move | 1 |
| Stop - extras for Shirehall staff, like special health days where they get paid and get head massages. | 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 leisure 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 - develop a coherent economic development strategy | 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 |
| 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 |
| Think longer term - cutting highways budget may increase potholes and accidents | 3 |
| Will the shopping centres be profitable? | 3 |
| Council tax - maintain support for low income households | 2 |
| Increase of council tax is going to cause hardship for households on low income | 2 |
| Proposals are good | 2 |
| Purchasing shopping centres. Upgrading IT services, refurbishment of shirehall. These don't appear to be directing funds in the most needed places and look like expensive white elephants. | 2 |
| Think longer term - increasing parking charges may drive shoppers to other towns | 2 |
| Better monitoring of the Highways contractor (Ringway were poor) | 1 |
| Concentrate on providing appropriate services | 1 |
| Cuts are to small services which: -will not achieve the required savings -will may render the those small services defunct Should be tackling the large cost services | 1 |
| Cuts will impact on those on lowest incomes | 1 |

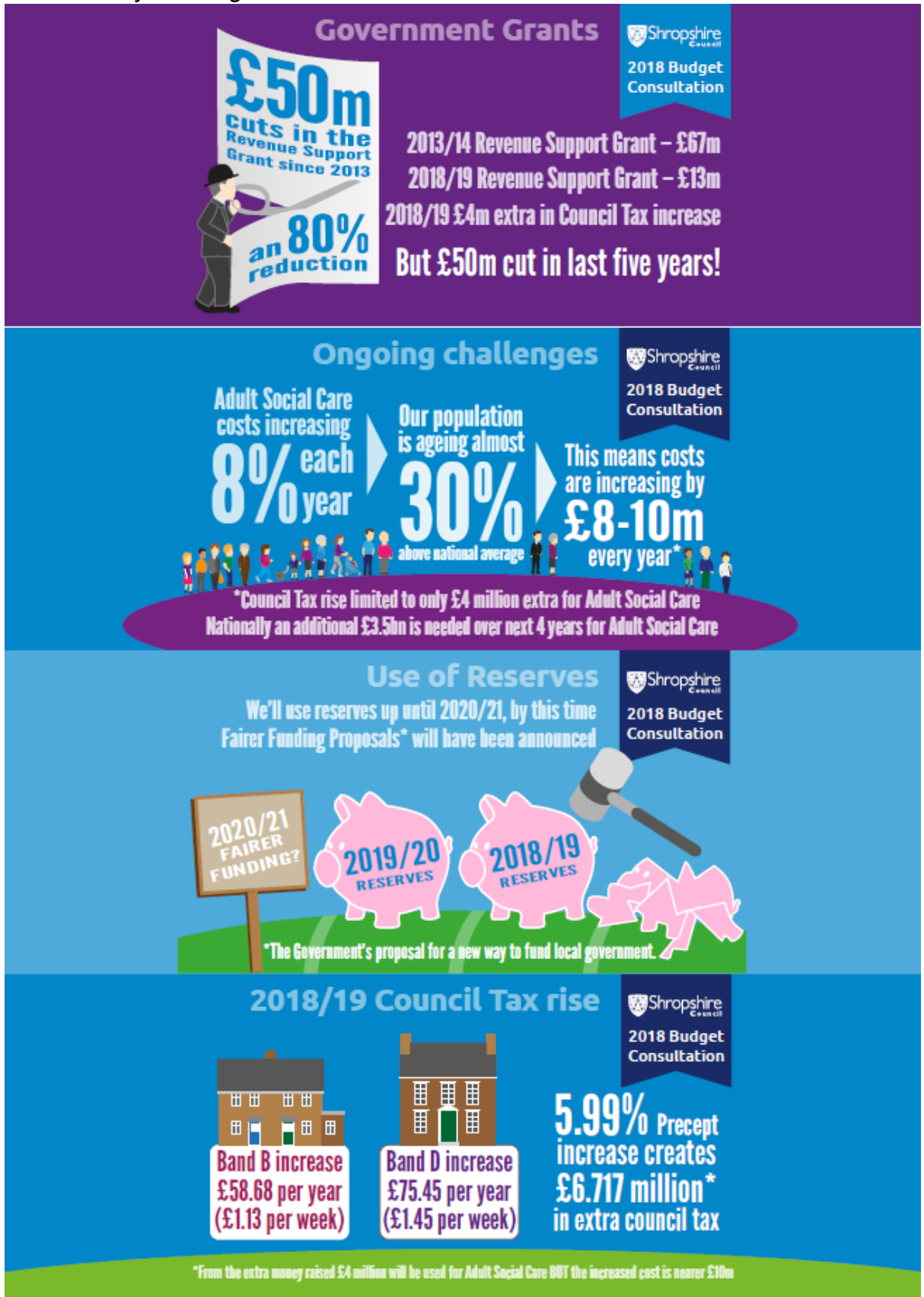
| | |
|--|---|
| Defer the removal of the Environmental Grant until 2019/20 - parishes may not of accounted for its removal in this years precept | 1 |
| Digital transformation programme is a disaster | 1 |
| Proposed cuts to environmental services is excessive. | 1 |
| Proposed service cuts are vital to localities | 1 |
| Parish Councils cannot pick up services | 1 |
| Services have been cut enough | 1 |
| Shropshire is a rural county and services should reflect that | 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 | 7 |
| The authority (and MPs) should be protesting against Government austerity measures | 4 |
| Do not have confidence in the council | 3 |
| Insensitive time to spend £18 on Shirehall refurbishment | 2 |
| Should not be investing in Shirehall | 2 |
| The Council neglects the rural parts of the county | 2 |
| Think longer term - invest in preventative services | 2 |
| Will the IT programme deliver? | 2 |
| Adult social care should be funded through general taxation so that everyone pays. | 1 |
| 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 |
| 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 | 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 proposals will not secure services | 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 council hold a public meeting to listen to the voters and will they conduct a referendum to bring in the money which is actually needed? | 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.



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 |
|--|-------|-----------------|-------------------|-------------------|-------------------|--|
| Place & Enterprise | | | | | | |
| Infrastructure & Communities | | | | | | |
| Waste Services | | | | | | |
| In Vessel Composting Facility | K6WMO | P Beard | 325,000 | 0 | 0 | |
| Total | | | 325,000 | 0 | 0 | |
| Highways and Transport - LTP | | | | | | |
| 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 | |
| Total | | | 8,901,000 | 9,401,000 | 14,717,761 | |
| LEP Schemes | | | | | | |
| 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 | |
| Total | | | 2,369,079 | 3,242,323 | 183,239 | |
| Flood Defences & Water Management | | | | | | |
| 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 | |
| Total | | | 627,000 | 70,000 | 0 | |
| Environmental Maintenance - Depots | | | | | | |
| Depot Redevelopment | K6H03 | S Brown | 234,000 | 0 | 0 | |
| Total | | | 234,000 | 0 | 0 | |
| Environmental Maintenance - Car Parks | | | | | | |
| Parking Strategy - Car Park Machines | KEC03 | z Mortimer | 1,197,000 | 0 | 0 | |
| Total | | | 1,197,000 | 0 | 0 | |
| Visitor Economy | | | | | | |
| Music Hall Rfurbishment | KSHA9 | S Law | 25,650 | 0 | 0 | |
| Total | | | 25,650 | 0 | 0 | |
| Outdoor Partnerships | | | | | | |
| Nags Head Engine House | KBR08 | J Howells | 2,541 | 0 | 0 | |
| Total | | | 2,541 | 0 | 0 | |
| Total Infrastructure & Communities | | | 13,681,270 | 12,713,323 | 14,901,000 | |
| Economic Development | | | | | | |
| Physical Regeneration | | | | | | |
| Food Enterprise Centre | KER38 | G Davies | 28,489 | 0 | 0 | |
| Flaxmill Project - Implementation | K6FM1 | G Davies | 0 | 1,000,000 | 0 | |
| Total | | | 28,489 | 1,000,000 | 0 | |
| Natural & Historical Environment | | | | | | |
| Historic Environment Grants | K6HE1 | A Cooper | 33,682 | 0 | 0 | |
| Old Rectory, Whitchurch Section 106 | KBN01 | A Cooper | 207,699 | 0 | 0 | |
| Total | | | 241,381 | 0 | 0 | |
| Planning Policy - Affordable Housing | | | | | | |
| Affordable Housing - Rolling Fund | K6AHG | N Wood | 200,346 | 0 | 0 | |
| Shrewsbury Self Build Scheme | K6AHT | N Wood | 266,898 | 0 | 0 | |
| Total | | | 467,244 | 0 | 0 | |
| Broadband Project | | | | | | |
| 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 | |
| Total | | | 9,402,156 | 3,508,000 | 500,000 | |
| Total Economic Development | | | 10,139,270 | 4,508,000 | 500,000 | |
| Business Enterprise & Commercial Services | | | | | | |
| Corporate Landlord | | | | | | |
| The Tanney Development | KRP06 | S Law | 7,000,000 | 0 | 0 | |
| Total | | | 7,000,000 | 0 | 0 | |
| Small holdings | | | | | | |
| The Clamp - Smallholding refurbishment | KCS03 | S Law | 130,000 | 0 | 0 | |
| Total | | | 130,000 | 0 | 0 | |
| Gypsy Sites | | | | | | |
| 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 | |
| Total | | | 200,858 | 0 | 0 | |
| Total Business Enterprise & Commercial Services | | | 7,330,858 | 0 | 0 | |
| Total Place & Enterprise | | | 31,151,398 | 17,221,323 | 15,401,000 | |

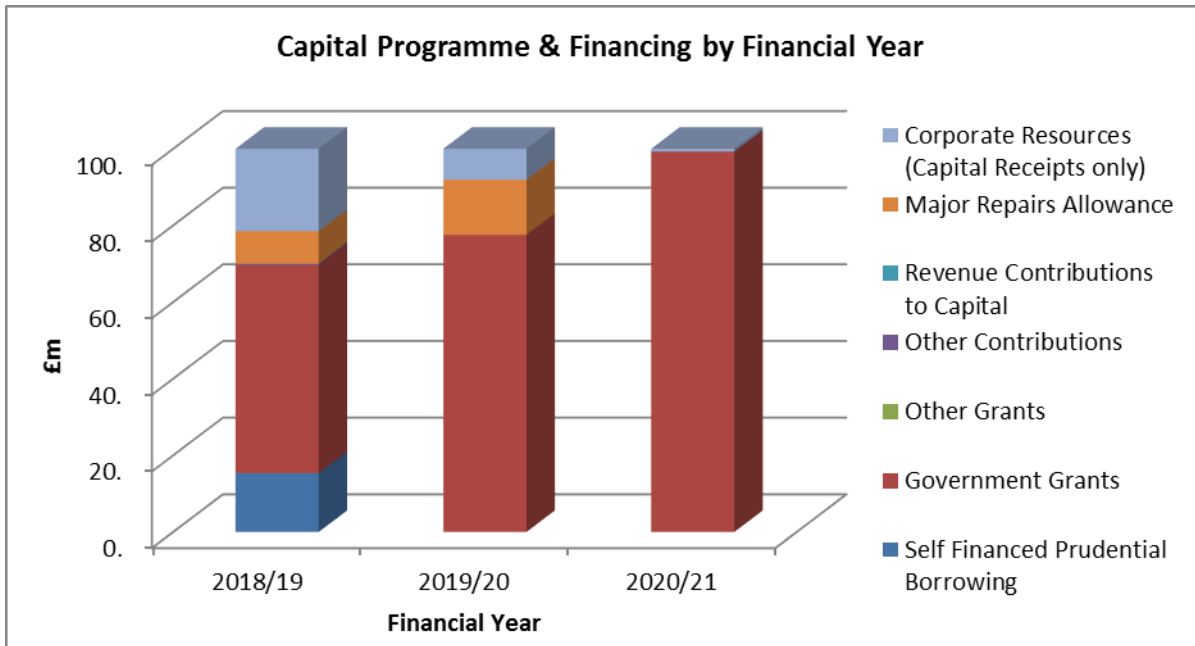
| | | | | | | |
|--|-------|-----------|------------------|-------------------|----------|------------------------------|
| Adult Services | | | | | | |
| Social Care | | | | | | |
| Community Capacity Grant | KA000 | A Begley | 0 | 0 | 0 | New Grant Allocation awaited |
| Four Rivers Bed Replacement & Fire Safety | KA034 | A Begley | 9,968 | 0 | 0 | |
| Total | | | 9,968 | 0 | 0 | |
| Housing Health & Wellbeing | | | | | | |
| Disabled Facilities Grants | K5P03 | L Fisher | 0 | 0 | 0 | New Grant Allocation awaited |
| HOLD Project | K5P04 | L Fisher | 1,500,000 | 0 | 0 | |
| Total | | | 1,500,000 | 0 | 0 | |
| Total Adult Services | | | 1,509,968 | 0 | 0 | |
| Public Health | | | | | | |
| Private Sector Housing | | | | | | |
| Shropshire County Empty Property Incentive Grant | KPS01 | K Collier | 300,000 | 0 | 0 | |
| Total | | | 300,000 | 0 | 0 | |
| Total Public Health | | | 300,000 | 0 | 0 | |
| Resources & Support | | | | | | |
| Customer Involvement | | | | | | |
| 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 | |
| Total | | | 6,060,200 | 5,000,000 | 0 | |
| Total Resources & Support | | | 6,060,200 | 5,000,000 | 0 | |
| Childrens Services | | | | | | |
| Learning & Skills | | | | | | |
| Early Years | | | | | | |
| Early Years Unallocated | KLE00 | N Ward | 59,042 | 0 | 0 | |
| Total | | | 59,042 | 0 | 0 | |
| Basic Need | | | | | | |
| 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 | |
| Total | | | 5,049,353 | 0 | 0 | |
| Business Enterprise & Commercial Services | | | | | | |
| Corporate Landlord | | | | | | |
| The Tanney Development | KRP07 | S Law | 7,000,000 | 0 | 0 | |
| Total | | | 7,000,000 | 0 | 0 | |
| Small holdings | | | | | | |
| The Clamp - Smallholding refurbishment | KCS04 | S Law | 130,000 | 0 | 0 | |
| Total | | | 130,000 | 0 | 0 | |
| Gypsy Sites | | | | | | |
| 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 | |
| Total | | | 557,426 | 0 | 0 | |
| Total Business Enterprise & Commercial Services | | | 7,687,426 | 0 | 0 | |
| Total Place & Enterprise | | | 8,037,426 | 0 | 0 | |
| Adult Services | | | | | | |
| Social Care | | | | | | |
| 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 | |
| Total | | | 49,840 | 0 | 0 | |
| Housing Health & Wellbeing | | | | | | |
| Disabled Facilities Grants | K5P05 | L Fisher | 3000000 | 0 | 0 | New Grant Allocation awaited |
| HOLD Project | K5P06 | L Fisher | 4,500,000 | 0 | 0 | |
| Total | | | 4,500,000 | 0 | 0 | |
| Total Adult Services | | | 4,549,840 | 0 | 0 | |
| Public Health | | | | | | |
| Private Sector Housing | | | | | | |
| Shropshire County Empty Property Incentive Grant | KPS02 | K Collier | 300,000 | 0 | 0 | |
| Total | | | 300,000 | 0 | 0 | |
| Total Public Health | | | 300,000 | 0 | 0 | |
| Resources & Support | | | | | | |
| Customer Involvement | | | | | | |
| 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 | |
| Total | | | 8,356,100 | -2,500,000 | 0 | |
| Total Resources & Support | | | 8,356,100 | -2,500,000 | 0 | |

| | | | | | | |
|--|-------|----------|-------------------|-------------------|-------------------|--------------------------------|
| Childrens Services | | | | | | |
| Learning & Skills | | | | | | |
| Early Years | | | | | | |
| Early Years Unallocated | KLE01 | N Ward | 59,042 | 0 | 0 | |
| Total | | | 59,042 | 0 | 0 | |
| Fire Safety | | | | | | |
| Bomere Heath - New Fire Alarm | KLF31 | P Wilson | 27,250 | 0 | 0 | |
| Total | | | 27,250 | 0 | 0 | |
| Energy Efficiency | | | | | | |
| 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 | |
| Total | | | 566,800 | 0 | 0 | |
| Suitability | | | | | | |
| Norbury Primary- PPA Space | KLS12 | P Wilson | 76,300 | 0 | 0 | |
| Hodnet - Secure Access | KLS14 | P Wilson | 155,205 | 0 | 0 | |
| Total | | | 231,505 | 0 | 0 | |
| Special Education Needs | | | | | | |
| Schools Access Initiative Unallocated | KLD00 | P Wilson | 49,050 | 0 | 0 | |
| Special Provision Funds Allocation | KLD06 | P Wilson | 166,667 | 166,667 | 166,667 | |
| Total | | | 215,717 | 166,667 | 166,667 | |
| Devolved Formula Capital | | | | | | |
| | | | 700,000 | 0 | 0 | |
| Total Learning & Skills | | | | | | |
| | | | 13,849,667 | 166,667 | 166,667 | |
| Total Children's Services | | | | | | |
| | | | 13,849,667 | 166,667 | 166,667 | |
| Total General Fund Capital Programme | | | | | | |
| | | | 52,871,233 | 22,387,990 | 15,567,667 | |
| Housing Revenue Account | | | | | | |
| Major Repairs Programme | | | | | | |
| Housing Major Repairs Programme - Unallocated | KSP01 | A Begley | 4,888,800 | 3,760,950 | 0 | |
| STaR Roofing | KSR05 | A Begley | 120,000 | 0 | 0 | |
| Total | | | 5,008,800 | 3,760,950 | 0 | |
| New Build Programme | | | | | | |
| 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 | |
| Total | | | 157,275 | 0 | 0 | |
| Total Housing Revenue Account | | | | | | |
| | | | 5,166,075 | 3,760,950 | 0 | |
| Total Capital Programme | | | | | | |
| | | | 58,037,308 | 26,148,940 | 15,567,667 | |
| Financing | | | | | | |
| Self Financed Prudential Borrowing | | | | | | |
| | | | 8,197,000 | 0 | 0 | |
| Government Grants | | | | | | |
| 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 | |
| | | | 28,969,300 | 20,272,359 | 15,453,379 | |
| Other Grants | | | | | | |
| Other Grants | | | 2,541 | 0 | 0 | |
| | | | 2,541 | 0 | 0 | |
| Other Contributions | | | | | | |
| Section 106 | | | 207,699 | 0 | 0 | |
| Community Infrastructure Levy (CIL) | | | 0 | 0 | 0 | |
| Other Contributions | | | 0 | 0 | 0 | |
| | | | 207,699 | 0 | 0 | |
| Revenue Contributions to Capital | | | | | | |
| | | | 0 | 0 | 0 | |
| Major Repairs Allowance | | | | | | |
| | | | 4,526,210 | 3760950 | 0 | |
| Corporate Resources (expectation - Capital Receipts only) | | | | | | |
| | | | 11,495,058 | 2,115,631 | 114,288 | |
| Total Confirmed Funding | | | | | | |
| | | | 53,397,808 | 26,148,940 | 15,567,667 | |

Please contact James Walton on 01743 258915

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| Capital Programme 2018/19 - 2020/21 | | | |
|--|---------------------------------|---------------------------------|---------------------------------|
| | | | |
| Capital Budgets 2018/19 to 2020/21 | | | |
| | | | |
| Service Area | 2018/19 Budget £ | 2019/20 Budget £ | 2020/21 Budget £ |
| General Fund | | | |
| 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 |
| Total General Fund | 52,871,233 | 22,387,990 | 15,567,667 |
| | | | |
| Housing Revenue Account | 5,166,075 | 3,760,950 | 0 |
| | | | |
| Total Approved Budget | 58,037,308 | 26,148,940 | 15,567,667 |
| | | | |
| | | | |
| Capital Financing 2018/19 to 2020/21 | | | |
| | | | |
| Service Area | 2018/19 Budget £ | 2019/20 Budget £ | 2020/21 Budget £ |
| 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 |
| Total Confirmed Funding | 53,397,808 | 26,148,940 | 15,567,667 |
| | | | |
| | | | |
| | | | |
| | | | |
| Service Area | 2018/19 Budget £ | 2019/20 Budget £ | 2020/21 Budget £ |
| Self Financed Prudential Borrowing | 15.35 | 0.00 | 0.00 |
| Government Grants | 54.25 | 77.52 | 99.26 |
| Other Grants | 0.00 | 0.00 | 0.00 |
| Other Contributions | 0.39 | 0.00 | 0.00 |
| Revenue Contributions to Capital | 0.00 | 0.00 | 0.00 |
| Major Repairs Allowance | 8.47 | 14.38 | 0.00 |
| Corporate Resources (Capital Receipts only) | 21.53 | 8.09 | 0.73 |
| Total Confirmed Funding | 100 | 100 | 100 |



APPENDIX 9



| <u>Committee and Date</u> | <u>Item</u> |
|-----------------------------|---------------|
| Cabinet 14 February 2018 | <u>Public</u> |

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

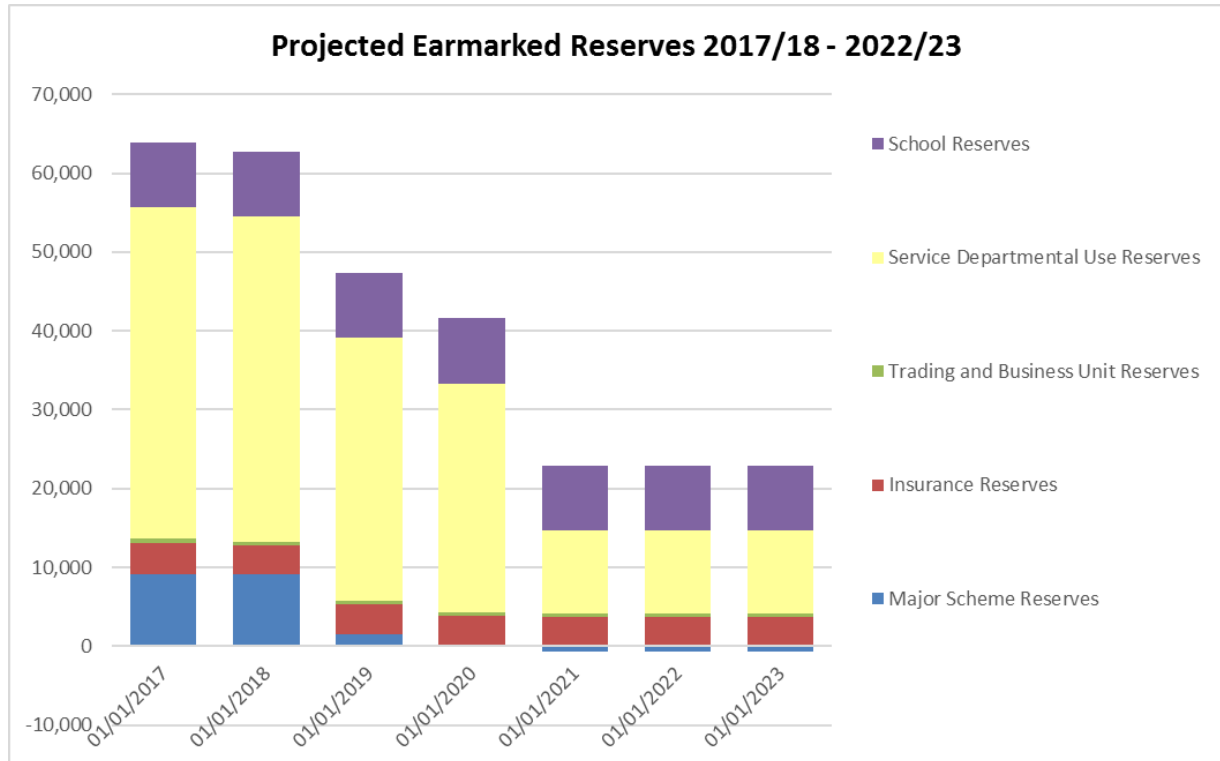
- 7.1 A Framework has been developed to identify areas of risk with an appropriate budget amount, an assessed level of risk (high, medium and low) and a percentage factor which will vary according to the level of risk. This process produces a value from which a risk assessed optimum level of general 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:

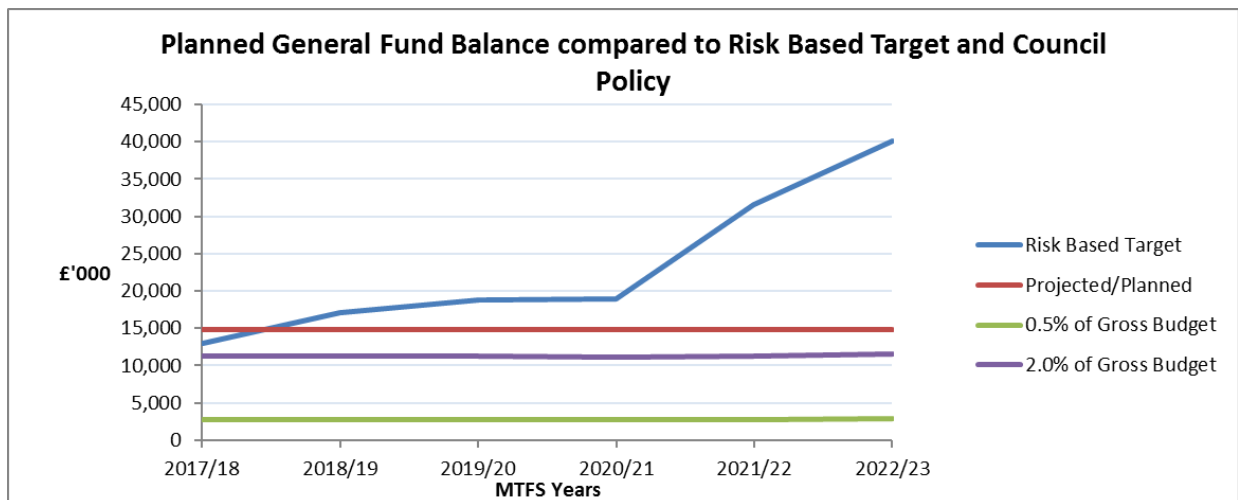
| | £'000 |
|--|---------------|
| General Fund balance as at 31 March 2017 | 14,827 |
| Projected outturn (underspend) | 59 |
| Projected balance as at 31 March 2018 | 14,886 |

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.

| |
|--|
| List of Background Papers (This MUST be completed for all reports, but does not include items containing exempt or confidential information) |
| Cabinet Member (Portfolio Holder) Peter Nutting - Leader |
| Local Member All |
| Appendices 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"> 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. Information is less accurate for years 2 onwards; the risk assessment covers the higher range. <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>a. 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>b.</p> <p>c. 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> <p>d.</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> |

Appendix 1

| 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> |

Appendix 1

| 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 national changes</p> | <p>Council funding is always subject to change, especially in the current economic climate. However the Financial Strategy takes account of projected changes in the Revenue Support Grant and specific</p> | <p>The major risk factor included is in relation to the Housing Benefits grants which the Council receives. Changes are planned for welfare benefits which may increase the Council's exposure to costs over and above</p> |

Appendix 1

| Budget Assumption | Explanation of Risk | Financial Standing and Management and Mitigating Action | | | | | | | | | | | | | | | | | | | | | |
|--|--|--|----------------|---------|--------------------------|---------|-----|------|---------|-------|-------|---------|-------|-------|---------|---------|-------|---------|-------|-------|----------|------|-------|
| | government grants. | 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" style="width: 100%; border-collapse: collapse; text-align: center;"> <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> </tbody> </table> <p>* As projected at Quarter 3 monitoring</p> <p>This has been achieved by careful 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</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 |
| 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 | | | | | | | | | | | | | | | | | | | | | |

Appendix 1

| Budget Assumption | Explanation of Risk | Financial Standing and Management and Mitigating Action |
|--------------------------|----------------------------|---|
| | | <p>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"> • Accuracy of projections has improved over the year, but further work is required, particularly in light of redesign work being undertaken. • The monitoring system continues to be improved in terms of accuracy, the frequency of reporting and the challenge process. <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 |
| Treatment of inflation and interest rates | | | | | | | | | | | | | | | | | | | |
| 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 |
| 1,786 | | | Total Inflation | | 1,742 | | | 1,690 | | | 1,690 | | | 1,689 | | | 1,689 | | |
| 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 |
| 825 | | | Total Interest Rates | | 821 | | | 801 | | | 801 | | | 881 | | | 761 | | |
| Level and timing of capital receipts | | | | | | | | | | | | | | | | | | | |
| -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 |
| 0 | | | Total Capital Receipts | | 0 | | | 665 | | | 419 | | | 414 | | | 414 | | |
| Treatment of demand led pressures | | | | | | | | | | | | | | | | | | | |
| 135,219 | 0.00% | 0 | Demand Led | 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 | Pressures | 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 |
| 774 | | | Total Demand Led Pressures | | 1,684 | | | 1,706 | | | 1,729 | | | 1,752 | | | 1,775 | | |
| Treatment of planned efficiency savings/productivity gains | | | | | | | | | | | | | | | | | | | |
| 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 | 0 | 0.00% | 0 |
| | | | | 20/21 slippage of savings | | | | 0 | 0.00% | 0 | 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 | 188 | 0.00% | 0 |
| | | | | 21/22 non achievement of savings | | | | 3,850 | 25.00% | 963 | 3,850 | 25.00% | 963 | 3,850 | 25.00% | 963 | 3,850 | 0.00% | 0 |
| | | | | 21/22 slippage of savings | | | | 3,850 | 5.00% | 193 | 3,850 | 5.00% | 193 | 3,850 | 5.00% | 193 | 3,850 | 0.00% | 0 |
| | | | | 21/22 funding gap requiring savings | | | | 22,194 | 50.00% | 11,097 | 22,194 | 50.00% | 11,097 | 22,194 | 50.00% | 11,097 | 22,194 | 0.00% | 0 |
| | | | | 22/23 non achievement of savings | | | | 4,469 | 25.00% | 1,117 | 4,469 | 25.00% | 1,117 | 4,469 | 25.00% | 1,117 | 4,469 | 5.00% | 223 |
| | | | | 22/23 slippage of savings | | | | 4,469 | 5.00% | 223 | 4,469 | 5.00% | 223 | 4,469 | 5.00% | 223 | 4,469 | 5.00% | 223 |
| | | | | 21223 funding gap requiring savings | | | | 25,849 | 50.00% | 12,924 | 25,849 | 50.00% | 12,924 | 25,849 | 50.00% | 12,924 | 25,849 | 50.00% | 12,924 |
| 2,614 | | | Total Efficiency Savings | | 4,741 | | | 5,762 | | | 94 | | | 12,252 | | | 14,265 | | |

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Continued...

...Continued

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| Availability of reserves, government grants and other funds to deal with major contingencies and the adequacy of provisions | | | | | | | | | | | | | | | | | |
|--|---------|--------------|---|--|---------|---------------|-------|--------------|---------------|-------|--------------|---------------|-------|--------------|---------------|-------|--------------|
| 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 | |
| 3,605 | | | Total Insurance and Emergency Planning | | | 3,605 | | | 3,605 | | | 3,605 | | | 3,605 | | |
| 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 | |
| 548 | | | Total Funding Changes | | | 1,495 | | | 1,579 | | | 7,458 | | | 7,787 | | |
| General Financial Climate | | | | | | | | | | | | | | | | | |
| 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 | |
| 1,842 | | | Total General Financial Climate | | | 1,963 | | | 2,005 | | | 2,057 | | | 2,111 | | |
| 204,527 | 0.50% | 1,023 | Additional Budget Pressures | | | 206,073 | 0.50% | 1,030 | 203,377 | 0.50% | 1,017 | 205,289 | 0.50% | 1,026 | 205,289 | 0.50% | 1,026 |
| 13,017 | | | TOTAL RISK ASSESSED GENERAL FUND | | | 17,081 | | | 18,830 | | | 18,879 | | | 31,518 | | |

APPENDIX 3

Earmarked Reserves

| Reserves | 2017/18 | | Balance Carried Forward (£'000) |
|---|---------------------------------|------------------------------|---------------------------------|
| | Balance Brought Forward (£'000) | Anticipated Movement (£'000) | |
| Sums set aside for major schemes, such as capital developments, or to fund major reorganisations | | | |
| 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 |
| | 9,168 | -85 | 9,083 |
| Insurance Reserves | | | |
| Fire Liability | 2,786 | 0 | 2,786 |
| Motor Insurance | 1,064 | -143 | 922 |
| | 3,850 | -143 | 3,707 |
| Reserves of trading and business units | | | |
| Shire Catering and Cleaning Efficiency | 635 | -148 | 486 |
| | 635 | -148 | 486 |
| Reserves retained for service departmental use | | | |
| 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 |
| | 41,917 | -667 | 41,250 |
| School Balances | | | |
| 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 |
| | 8,213 | 0 | 8,213 |
| Total Reserves | 63,859 | -1,119 | 62,740 |

Pay and Reward Policy Statement For All Council Staff 2018-2019

Contents

1. Introduction
2. Legal Framework
3. Definitions
4. Principles
5. Notice Periods
6. Pensions
7. Senior Pay
8. Accountability and Decision Making on Remuneration and Reward
9. Review of Policy

Appendices

- i) **Appendix A – Shropshire Council Pay Scales (NJC Staff)**
- ii) **Appendix B – Pensions and Retirement Policy**
- iii) **Appendix C – Redundancy and Compensation Policy**

Summary

Shropshire Council recognises the importance of managing pay fairly and in a way that motivates staff to make a positive contribution and support the delivery of the Council's objectives. The pay policy details our approach to managing pay and reward in a way which supports the aims and objectives of the organisation.

This policy applies to all council staff, excluding schools where a separate policy exists.

1.0 Introduction

- 1.1 Shropshire Council has a clear written policy on wages and salaries for all staff employed at the Council to ensure that all staff are rewarded fairly, without discrimination, for all the work they do.
- 1.2 When reviewing the pay policy, Trade Union Representatives will be consulted as appropriate and their views taken into account when deciding the respective elements of the pay policy.
- 1.3 Shropshire Council recognises that pay is not the only means of rewarding and supporting staff, and the Council endeavours to ensure that all staff have good working conditions, regular access to appropriate development and training opportunities, and other forms of financial and non-financial reward.
- 1.4 This policy aims to reflect:-

- pay and grading underpinned by job evaluation (where a scheme exists)
- fairness and equality of opportunity
- the need to encourage and enable people to perform to the best of their ability
- the need to recruit and retain skilled, experienced, and qualified staff in a competitive market

1.5 Shropshire Council's employment offer includes a wider range of benefits alongside pay

- access to learning and development
- access to local government pension scheme
- flexible working where this fits business needs
- Performance management which incorporates smart objectives and behaviours
- access to a range of benefits offered through 'Shropshire Rewards'
- carrying out work which is of public value and contributes to making Shropshire a great place to live and work.

1.6 To make these principles work, Shropshire Council needs remuneration arrangements which:-

- Are based on a clear and rational process for setting and reviewing the pay of employees;
- Provide a pay framework and levels of remuneration which are sufficiently flexible and reasonably competitive, taking account of relevant benchmarking, and market related pay data at local and national level;
- Enable the Council to recruit and retain employees with the required skills, knowledge and experience; and
- which are affordable by the Council and support the provision of good quality public services.

1.7 Shropshire Council will make this policy and any related procedures available to all staff, ensuring that any concerns, complaints or formal appeals about its application are managed promptly, fairly and objectively.

1.8 Shropshire Council wishes to ensure that development and promotion opportunities, where possible, are available to all employees.

1.9 Shropshire Council will not promote staff through the grading system nor use other pay mechanisms in order to assist in securing an employee's improved pension entitlement on retirement.

2.0 Legal Framework

2.1 The primary legislation governing equal pay is the Equalities Act 2010 and subsequent amendments. This requires employers to ensure that men and women in the same employment, carrying out equivalent work (as defined below), receive the same level of pay. The following terms are contained in Equal Pay Legislation:

- 'Like work' is defined as work which is the same or broadly similar
- 'Work rated as equivalent' is defined as work which has achieved the same or similar number of points under a job evaluation scheme.

- 'Work of equal value' is defined as work which is broadly equal in value when compared under headings such as effort, skill and decision making responsibility.

- 2.2 In addition, indirect discrimination has been incorporated into equal pay as a result of case law in the UK and Europe. Indirect discrimination may arise when the pay policy has a disproportionate impact on one particular sex.
- 2.3 Differences in pay may be justified where it is established that the difference is for a genuine and material reason which is not related to gender.
- 2.4 From April 2018 all employers with more than 250 employees will be required to report on the Gender Pay Gap. This information will be published on Shropshire Council's website.

3.0 Definitions

- 3.1 For the purposes of this policy and in line with legislation, pay is defined by Article 141 of the Treaty of Rome as:
The ordinary basic or minimum wage or salary and any other consideration, whether in cash or kind, which the worker receives, directly or indirectly, in respect of his (or her) employment from his (or her) employer.
- 3.2 Pay therefore includes allowances, pensions, discretionary bonuses, annual leave and sick pay, as well as other non-financial benefits such as vocational training.
- 3.3 Chief Officer means the Head of Paid Service - Chief Executive, Director of Children's Services, Director of Adult Services, Director of Public Health, Director of Place & Enterprise, Monitoring Officer, Section 151 Officer, and Heads of Service. For further details of the Council's delegations to officers including delegations to Chief Officers, see Part 8 of the Council's Constitution or follow the link below:

<http://shropshire.gov.uk/committee-services/ecSDDisplay.aspx?NAME=Part%208%20Delegations%20to%20Officers&ID=372&RPID=0&sch=doc&cat=13331&path=13331>

4.0 Principles

4.1 Pay Structures

- 4.1.1. Shropshire Council's pay structure is currently split across three sectors, described below. The pay range for a large proportion of staff will be based on the NJC framework for Local Government Services. (The Green Book). The national pay spine will apply for posts on Grades 1 to PO 22 / Band 15. Salaries in Shropshire Council have been reduced, as part of changes by the Council to staff terms and conditions of employment, except for those employees on the lowest pay levels, in two stages October 2011 and again in October 2012. In the latter there was a pay increase and a pay reduction wrapped into the change.

Current arrangements for these grades provide for individuals to receive annual incremental progression within the grade.

(NB. Incremental progression was frozen from 1 April 2011 until 31st March 2013 and reinstated from 1 April 2013.)

- 4.1.2. All other pay related allowances are the subject of either nationally or locally negotiated rates, having been determined from time to time in accordance with collective bargaining machinery and/or as determined by Council Policy. In determining its grading structure and setting remuneration levels for all posts, the Council takes account of the need to ensure value for money in respect of the use of public expenditure, balanced against the need to recruit and retain employees who are able to meet the requirements of commissioning or providing high quality services to the community, delivered effectively and efficiently and at the times at which those services are required.
- 4.1.3. Equal Opportunity Considerations – pay and conditions will apply equally to employees working full-time and part-time in accordance with the Part-time Employment (Prevention of Less Favourable Treatment) Regulations 2000.

See Appendix A for current pay scales for Grade1 to PO22 / Band 15.

4.2 Pay Range – Grades 1 to 10

- 4.2.1. For the majority of its staff, Shropshire Council operates a Grade 1 to 10 pay structure, ranging from spinal column point (SCP) 8 to SCP 34. The Shropshire grading structure has been developed through the local application of the National Joint Council (NJC) Job Evaluation Scheme. The NJC Scheme is designed for application within local authorities and provides a mechanism for reviewing the duties and responsibilities of the posts to determine the appropriate grade.
- 4.2.2. Salary on recruitment in all pay ranges should be set at a level within the range consistent with attracting and securing the appointment of good calibre people. Flexibility exists to pay a higher incremental point or a higher salary within the range for both recruitment and retention purposes. Such practice must be made within budgetary arrangements and taking account of equality implications.
- 4.2.3. The lowest remuneration for Council employees is Grade 1, SCP 8 £15,084 p.a. These are, in essence, the council's "lowest paid employees", by the fact that this grouping comprises the lowest paid workers in the council. These jobs have been objectively

evaluated against their job content in the course of the implementation of Job Evaluation in Shropshire Council. (The Council also employs apprentices who are not included within the definition of 'lowest paid' as they are temporary training posts).

- 4.2.4 Following national negotiations between the NJC and three trade unions (Unison, GMB and Unite), agreement was reached for a pay award for 2016-2018. The agreement covers employees on spinal column points scp 6 to 60. Negotiations are currently ongoing nationally in respect of a pay award for 2018/19 and 2019/20.
- 4.2.5 On 1 April 2016 the National Living Wage (NLW) for employees aged 25 or over came into effect. This started at £7.20 per hour and will rise annually to £9.00 by 2020.
- 4.2.6 Shropshire Council's pay structure was amended in agreement with the Trade Unions on 1 April 2016 to take account of the NLW. The pay structure starts at scp 8 and the values for 8, 9 and 10 are shown below:

| Grade | Scp | Hourly Rate £ |
|-------|-----|------------------|
| 1 | 8 | 7.8189 |
| 2 | 9 | 7.8883 |
| 3 | 10 | 7.9391 |

4.3 Pay Ranges – Principal Officer (PO)

- 4.3.1. Shropshire Council has operated a PO pay scale, ranging from SCP 33 to SCP 57, across 22 grades. This means that each grade overlaps with the pay scale of the grade above and below. These cover posts requiring a high level of technical/ professional competence or have management responsibilities.
- 4.3.2. Work has been ongoing to implement a new pay structure for PO graded posts based on a 5 band, 5 increment pay structure with each band abutting (rather than overlapping) each other. This pay structure uses existing spinal column points and has been developed by carrying out a benchmarking job evaluation exercise on approximately 100 jobs using the Monks JE Scheme. Implementation of the new bands is being carried out as part of restructuring activities. All PO graded posts are in the process of being moved to the new banded pay structure.
- 4.3.4 As previously mentioned in 4.2.4 the NJC agreed a pay award made up of a % increase to salary which was implemented in April 2016 for all grades covering scp 8 to scp 60.

4.4 Pay Ranges – Senior Pay Band

- 4.4.1 The Senior Manager Pay bands were revised in December 2010. The bands were determined following an assessment of median base pay for Public Sector Managers carried out by Price Waterhouse Coopers in September 2010. The rates were reduced by 2.7% with effect from 1 January 2012, and were further reduced in October 2012 by 1.7%.
- 4.4.2 The Joint National Council (JNC) for Chief Officers agreed a pay award for the period 1st April 2016 to 31st March 2018. The award was 1% increase for all Chief Officers paid on 1st April 2016 and 1st April 2017. Negotiations are currently ongoing nationally in relation to a pay award for 2018/19 and 2019/20.

4.4.3 The current grades are shown below and take account of the positions detailed in 4.4.2 and 4.8.2

| Grade | Pay Range | Job Title |
|--------------|--------------------|------------------|
| SP 1 | £103,010 | Chief Executive |
| SP 2 | £100,928 | Director |
| SP 3 | £88,443 to £93,645 | Head of Service |
| SPB 4 | £76,516 to £84,503 | |
| SPB 5 | £54,678 to £64,620 | Service Manager |

4.5 Other Pay Schemes

4.5.1 Shropshire Council has a small number of employees on other nationally determined pay scales and conditions, including:

- Soulbury (teaching staff now in Education Improvement Roles)
- NJC for Youth Workers
- NHS (TUPE staff only)

4.5.2 These pay schemes are used to give greater flexibility to meet particular service needs and assist in recruitment and retention of appropriately qualified and experienced staff within the respective sectors.

4.6 Salary Progression

Grade 1 to PO22/PO Band 15 (scp 8 to scp 59)

- 4.6.1. Incremental progression within the evaluated grade is due on the 1st April each year based on performance at work, or 6 months after appointment if less than 6 months in the new grade by 1st April, i.e. an increment is paid after 6 months if the employee is appointed between 1st October and 31st March.
- 4.6.2. Posts are usually advertised within salary bands which contain several annual increments, and where the top of the salary band advertised represents the maximum incremental point within that pay range. Appointments are normally made at the minimum of the pay range, unless there is an objectively justifiable reason e.g. the candidate's previous experience or difficulties in recruiting at the lowest pay point. However, the advice of Human Resources must be sought in these cases, to ensure equality issues have been considered.
- 4.6.3. Incremental progression (for posts on NJC for Local Government Services terms and conditions) up to Band 14 within the pay range for the job takes place until the maximum SCP of the job is achieved.
- 4.6.4. For Band 15, individuals are appointed to one of three spinal column points (55, 57 or 59). There is no automatic incremental progression within this grade.
- 4.6.5. **Accelerated Increments** -The salary of an employee may be accelerated within the grade on the grounds of special merit or ability, by up to two increments, provided that the maximum of the grade is not exceeded. The additional benefit of increments granted in this way is not carried over on the regrading of the post or on the employee's promotion to a higher graded post.
- 4.6.6. **Additional Increments**
 - 4.6.6.1. Up to two additional increments may be granted to employees (graded on an NJC grade) beyond the normal maximum of the grade of the post to which they are appointed.
 - 4.6.6.2. The award of up to two additional increments may only be made to employees who have consistently achieved a high level of performance and who have made a significant contribution to the Council's work.
 - 4.6.6.3. All employees who have completed 35 years of service will be considered, but not automatically accepted for the additions.
 - 4.6.6.4. At any one time, the number of employees receiving additional increments shall not exceed 3% of the number of full time employees employed under the conditions of service to which the scheme applies.

4.6.7. Honoraria

- 4.6.7.1. An employee, who for any reason other than the annual leave of another employee is called upon at the request of their Directorate to undertake the full duties and responsibilities of a higher graded post for a continuous period of at least four weeks, is entitled to be paid in accordance with the grading of the post temporarily occupied. The salary to be paid in such circumstances is the salary that would apply if the employee were promoted to the higher graded post. Once the qualifying period of four weeks has been satisfied the higher salary will be paid with effect from the first day on which the employee was required to undertake the full duties and responsibilities of the higher post.
- 4.6.7.2. In any case where there is no automatic entitlement to a higher salary the Council may consider granting an honorarium (of an amount dependent upon the circumstances of each case) to an employee who performs duties outside the scope of his post over an extended period or where the additional duties and responsibilities involved are exceptionally onerous.

4.6.8. Ex Gratia Payments

- 4.6.8.1. The principal purpose of the ex-gratia payments scheme is to maintain the goodwill of staff who have suffered personal loss during the course of their duties and where no provision exists for the claim to be referred to the council's Insurers.

4.7 Senior Pay Band

- 4.7.1 New appointments will normally commence on the bottom of the salary band or on an 'entry salary' within the bottom 10% of the salary band. However, this may be adjusted to take account of previous experience and remuneration.
- 4.7.2. Any additional payment within the Senior Pay Band will be based on performance in relation to the achievement of objectives and on meeting the behavioural competences set.
- 4.7.3 Progression within Senior Pay Band was frozen for 2 years until 1 April 2013, pending the implementation of a Performance Related Pay Scheme. Decisions have been made not to proceed with implementing such a scheme given the amount of change and service redesign that is taking place across the organisation. In April 2013, an Increment was created and applied to those on SPB5 in recognition of performance and in the absence of a formal Performance Related Pay Scheme. The increment was equivalent to 2.4% of current pay with in the grade and the value did not exceed the top of the pay band. No further pay progression within SPB5 has occurred since.
- 4.7.4 Given that the SPB grades for Senior Managers have been in place since 2010, it is intended to undertake a review of these grades during the year to ensure they are still fit for purpose.
- 4.7.5 **Senior Pay SP1 – Chief Executive Pay**
- 4.7.5.1 From national data produced for Local Government Employers, we have identified that the pay of the Chief Executive is circa 60% lower than the median salary when compared to other similar local authorities. There is significant risk to this local authority that the Chief Executive will leave for a higher paid post, or that if he should move on there is a real risk that at the current remuneration level we would not be able to recruit a suitable successor. In addition the low level of remuneration of the Chief Executive has a negative impact on the reputation of the Council.
- 4.7.5.2 A performance related pay element specifically for SP1 was established on 1 April 2016 which is a non-consolidated payment of up to £25,000 per annum. A performance related pay scheme with a mutually agreed set of objectives has been introduced to measure the performance of the Chief Executive.

4.8 Pay Review

- 4.8.1. Grades 1 to PO22/PO Band 15 are reviewed in line with the National Pay Award for Local Government staff, as described in 4.2.4.
- 4.8.2 Shropshire Council's Senior Pay Bands are locally determined and not subject to national pay negotiations by the JNC for Chief Executives and Chief Officers in Local Authorities. There are no automatic cost of living increases any adjustments to the pay band range are based on affordability and market forces. In the absence of any other locally agreed method for pay determination for this group for 2016-18 the pay review reflected the nationally agreed award detailed in 4.4.2

4.9 Market Supplement

- 4.9.1. Basic pay may be supplemented by a market supplement which reflects the current national or regional rate for the nature of the post, as long as market evidence on demand for these skills supports it. This market supplement will apply to a relatively small number of people, and will be subject to review, e.g. Children's Safeguarding Social Workers.
- 4.9.2. Any Market Supplements are reviewed annually and can be adjusted or removed in line with market changes.

4.10. Recruitment and Retention Payments

4.10.1 The Head of Workforce & Transformation has delegated powers under Shropshire Council's Constitution to introduce and maintain employee benefits, other than the provision of cars, where these are likely to assist with recruitment and retention and where the costs can be found within existing budgets.

4.11 Pay Data

4.11.1. Shropshire Council will obtain up to date local, regional and, if appropriate, national pay data to inform decision making on local pay awards and market levels, alongside, other relative factors e.g. labour turnover rates.

4.12 Allowances

- **Sick pay**
During 1st year of service 1 month's full pay
During 2nd year of service 2 months' full pay
During 3rd year of service 4 months' full pay
During 4th and 5th years of service 5 months' full pay
After 5 years of service 6 months' full pay
- **Overtime**
Additional hours / overtime, which are not eligible for an enhancement (for night, weekend or public holiday work), will be paid at plain time.
- **Subsistence**
Subsistence payments for reimbursement of the cost of breakfast and evening meal are made when an employee is required to stay away from their home overnight on Council business, on production of appropriate receipted evidence of such expenditure.
- **Annual Leave**
All staff are eligible to receive 25 days annual leave plus bank holidays per year, with 5 days extra awarded to those staff with 5 years local government service, giving a maximum entitlement of 30 days a year.
- **Office Hours / Annualised Hours**
The public opening hours for Shropshire Council are 7am to 7pm, Monday to Friday and 8am to 1pm on a Saturday. All staff are subject to Annualised Hours, i.e. they are contracted to work a set number of hours over a year, not a fixed working week, with working patterns being made in line with the Flexible Working Hours policy.
- **Callout/Standby**
Payments are made to reflect the unsociability of working in particular circumstances, where an employee is recalled to work at short notice. These are locally agreed.
- **Relocation**
Shropshire Council may provide relocation assistance to new recruits as part of the employment package; this is offered on an exceptional basis to attract candidates too hard to fill roles. The Council does not make payments to employees to reflect the costs of increased travel to work if the employee's work location changes. Approval of relocation assistance is delegated to the Head of Human Resources.

- **Salary Protection**

Shropshire Council operates salary protection arrangements in a range of circumstances including:

- where an employee has been at risk of redundancy and is successfully redeployed to another post at a lower salary (within 15%)
- Where an employee has been redeployed to another lower graded post due to a disability or health related issue
- Where as a result of a restructuring or grading review/ job evaluation process the grade of the post is reduced

In these circumstances the employee will receive pay protection (based on the level of pay but not hours of work). Protection normally applies for a period of up to 12 months.

- **Car Allowances**

Employees using their cars, motor cycles or cycles for the efficient performance of their duties, which have been agreed by their line manager, will be eligible to receive an allowance in line with HMRC Approved Mileage rates as follows

Cars Up to 10,000 miles (in each financial year April to March) – 45p per mile

Over 10,000 miles (in each financial year April to March) – 25p per mile

Motor Cycle 24p per mile

Cycles 45p per miles for the first 10,000 miles (for cycles, reimbursement above 20p per mile is liable for income tax)

4.13 Termination of Employment

4.13.1. In relation to the termination of employment, the Council will have due regard to making any appropriate payments where it is in the Council's best interests. Any such payments will be in accordance with contractual or statutory requirements and take into account the potential risks and liabilities to the Council, including any legal costs, disruption to services, impact on employee relations and management time. This is consistent with the risk management practices of well governed organisations in private, public and voluntary/charitable sectors.

4.13.2 Where a severance package (not including employee statutory entitlements) exceeds £100,000, the decision to award such a package will be made by full Council.

4.13.3. Shropshire Council has adopted a policy preventing any employee who has retired early from being re-employed or re-engaged by the authority other than in exceptional circumstances.

5.0 Notice Periods

5.1 The contractual period of notice required to be given to an employee to terminate their employment, and that required of them on resignation, will be clearly stated in the terms of their appointment. The following local scheme on contractual notice periods has been adopted for NJC employees:-

| | |
|--|-----------|
| Those graded up to and including Grade 8 | 1 month |
| Those graded Grades 9 and 10 (scp 29-34) inclusive | 2 months' |
| Those graded Band 11 (scp 35-39) | 2 months' |
| Those graded Band 12 (scp 40-44) | 3 months' |
| Those graded Band 13 (scp 45-49) | 3 months' |

| | |
|---------------------------------------|-----------|
| Those graded Band 14 (scp 50-54) | 3 months' |
| Those graded Band 15 (scp 55, 57, 59) | 3 months' |

5.2 The contractual notice period for Chief Officers is 3 months.

5.3. The statutory provisions relating to minimum periods of notice to be given by the employer to any employee are as contained in the Employment Rights Act 1996

Period of continuous employment - Minimum notice

| | |
|--|--|
| One month or more but less than 2 years | Not less than 1 week |
| Two years or more but less than 12 years | 1 week for each year of continuous service |
| 12 years or more | Not less than 12 weeks |

5.4 The employer's obligation to the employee under the contractual notice agreed must always be read against any additional notice required to be given to the employee under the statutory grade. Therefore an employee with one month's contractual notice entitlement, with 5 years' service, will be entitled to five weeks statutory notice on the termination of their employment by the Council and an additional week's notice for each additional year's service up to a maximum of 12 weeks' notice.

6.0 Pensions

6.1 All Council employees are entitled to join the Local Government Pension scheme (LGPS) which is offered by Local Government Employers. If staff are eligible for membership of the LGPS, they will automatically become a member of the "scheme" in accordance with the Auto Enrolment Regulations. Employees have the right to decide to opt out of the "scheme" by following the required process. The benefits and contributions payable under the Fund are set out in the Local Government Pension Scheme (Benefits, Membership and Contributions) Regulations 2013. Appendix B provides details of Shropshire Council's Pensions and Retirement Policy and Appendix C details of the Council's Redundancy and Compensation Policy.

6.2 The current level of contribution to the scheme by employees effective from 1 April 2017 is as follows, based on actual pensionable pay:

| Band | Full-time equivalent salary | Contribution rate – main scheme | Contribution rate – 50/50 scheme |
|------|-----------------------------|---------------------------------|----------------------------------|
| 1 | £0 - £13,700 | 5.5% | 2.75% |
| 2 | >£13,701 - £21,400 | 5.8% | 2.90% |
| 3 | >£21,401 - £34,700 | 6.5% | 3.25% |
| 4 | >£34,701 - £43,900 | 6.8% | 3.40% |
| 5 | >£43,901 - £61,300 | 8.5% | 4.25% |
| 6 | >£61,301 - £86,800 | 9.9% | 4.95% |
| 7 | >£86,801 - £102,200 | 10.5% | 5.25% |
| 8 | >£101,201 - £153,300 | 11.4% | 5.70% |
| 9 | More than £153,300 | 12.5% | 6.25% |

The contribution band will be assessed using the actual pensionable pay plus any pensionable extra payments.

7.0 Senior Pay

7.1. The salary levels of Chief Officers on appointment is set by elected members, at the relevant committee of the council. The salary details for Chief Officers are published at: <https://shropshire.gov.uk/open-data/datasets/senior-salary-information/>

This information has been published since October 2010 in the interests of openness and transparency, and shows levels of remuneration for Chief Officers for the previous financial year. The definition of Chief Officer is contained in paragraph 3.3 above.

7.2 Under Regulation 4 of the Accounts and Audit (Amendment No2) (England) Regulations 2009 [SI 2009 No.3322] the Council has a legal requirement to report the remuneration of senior employees as part of its published salaries information. This requirement has now been reinforced under section 38 (1) of the Localism Act 2011, which requires the Council to produce a pay policy statement on an annual basis.

7.3 The relationship between the rate of pay for the lowest paid Council employees and the chief officers' is determined by the processes used for determining pay and grading structures as set out earlier in this policy statement. The statutory guidance under the Localism Act recommends the use of pay multiples as a means of measuring the relationship between pay rates across the workforce and that of senior managers, as included within the Hutton review 'Review of Fair Pay in the Public Sector' 2010. The Government supports the case for a fixed limit on dispersion of pay, through a requirement that no public sector manager can earn more than 20 times the lowest paid person in the organisation. The Hutton report concluded that the relationship to median earnings was a more relevant measure and the Government's Code of Recommended Practice on Data Transparency recommends the publication of the ratio between the highest paid salary and the median average salary of the authority's workforce.

7.4 The remuneration of the most senior manager within Shropshire Council, the Chief Executive is £103,010. The median basic remuneration for a full time equivalent employee of Shropshire Council is £19,544 per annum. The mean basic pay, based on 3,540 posts ranging in pay from the Chief Executive remuneration to Grade 1 (SCP 8 - £15,084), is £23,021. The current pay multiple from top to bottom of the organisation is 1:7. The ratio from the median pay to the Chief Executive pay is 1:5, which is well within the limits outlined in the Hutton Review.

- 7.5 Chief Officers do not receive bonuses.
- 7.6 The Section 151 Officer (Head of Governance and Assurance) and The Monitoring Officer (Head of Legal and Democratic Services) receive a responsibility allowance of £15,000 per annum.
- 7.7 All Chief Officers are eligible for the same Car Allowance as outlined for all employees in section 4.12 above
- 7.8 Chief Officers are currently entitled to 30 days annual leave.
- 7.9 The Council will have regard to the specific legal requirements which apply to the termination of employment of the Head of Paid Service, the Section 151 Officer and the Monitoring Officer as its Statutory Officers.

8.0 Accountability and Decision Making on Remuneration and Reward

- 8.1 The Council's Cabinet has powers delegated to it in accordance with Section 3 of the Constitution, to make decisions on major policy matters affecting the council as a whole and to make decisions which have significant service or resource implications across the Council as a whole This includes significant locally determined changes to staff terms and conditions and remuneration.
- 8.2 The Employees' Joint Consultative Committee which consists of Trade union representatives and Members is constituted to agree changes to employee terms and conditions, such as changes to allowances, mileage, and annual leave, subject to ratification by Cabinet and, where the decision has significant financial implications, by full Council.
- 8.3 In accordance with the Council's constitution the Head of Paid Service (Chief Executive) has delegated powers to approve the grading and regrading of posts (covered by NJC for Local Government Service, Soulbury and Youth and Community Worker Conditions of Service) where the grade maximum is PO17/Band 15 or above (or equivalent). Chief Officers have authority to approve changes to the grading of posts (covered by NJC for Local Government Service, Soulbury and Youth and Community Worker Conditions of Service), taking account of job evaluation outcomes for posts covered by these schemes and subject to financial provision for the current and future years being available, and the proposed maximum of the grade being below PO 17/Band 15 (or equivalent).
- 8.4 New appointments that are made which have a remuneration package with a value of over £100,000 will be subject to approval of full Council.

9.0 Review of the Policy

- 9.1 This policy will be subject to annual review and amendment, taking account of legislation, external best practise, internal data on recruitment and retention and external pay data etc.

Appendix A

| Salary Scales | | <i>As at 01/04/2017</i> | | |
|------------------|--|-------------------------|---------------|-----------------|
| Grade | | Scp | Annual Salary | Hourly Pay Rate |
| Grade 1 = 8 | | 08 | £15,084.00 | £7.8189 |
| Grade 2 = 9 | | 09 | £15,218.00 | £7.8883 |
| Grade 3 = 10 | | 10 | £15,316.00 | £7.9391 |
| Grade 4 = 11-13 | | 11 | £15,381.00 | £7.9728 |
| | | 12 | £15,699.00 | £8.1377 |
| | | 13 | £16,059.00 | £8.3243 |
| Grade 5 = 14-17 | | 14 | £16,151.00 | £8.3720 |
| | | 15 | £16,356.00 | £8.4782 |
| | | 16 | £16,612.00 | £8.6109 |
| | | 17 | £16,852.00 | £8.7353 |
| Grade 6 = 18-21 | | 18 | £17,095.00 | £8.8613 |
| | | 19 | £17,732.00 | £9.1915 |
| | | 20 | £18,381.00 | £9.5279 |
| | | 21 | £19,051.00 | £9.8752 |
| Grade 7 = 22-25 | | 22 | £19,544.00 | £10.1307 |
| | | 23 | £20,119.00 | £10.4288 |
| | | 24 | £20,776.00 | £10.7693 |
| | | 25 | £21,435.00 | £11.1109 |
| Grade 8 = 26-28 | | 26 | £22,134.00 | £11.4733 |
| | | 27 | £22,869.00 | £11.8543 |
| | | 28 | £23,615.00 | £12.2410 |
| Grade 9 = 29-31 | | 29 | £24,550.00 | £12.7256 |
| | | 30 | £25,372.00 | £13.1517 |
| | | 31 | £26,174.00 | £13.5674 |
| Grade 10 = 32-34 | | 32 | £26,947.00 | £13.9681 |

| | | | | |
|------------------|---------|----|------------|----------|
| PO1 = 33-36 | | 33 | £27,741.00 | £14.3797 |
| PO2 = 34-37 | | 34 | £28,525.00 | £14.7861 |
| PO3 = 35-38 | Band 11 | 35 | £29,123.00 | £15.0961 |
| PO4 = 36-39 | Band 11 | 36 | £29,894.00 | £15.4957 |
| PO5 = 37-40 | Band 11 | 37 | £30,731.00 | £15.9296 |
| PO6 = 38-41 | Band 11 | 38 | £31,630.00 | £16.3956 |
| PO7 = 39-42 | Band 11 | 39 | £32,672.00 | £16.9357 |
| PO8 = 40-43 | Band 12 | 40 | £33,531.00 | £17.3810 |
| PO9 = 41-44 | Band 12 | 41 | £34,414.00 | £17.8387 |
| PO10 = 42-45 | Band 12 | 42 | £35,292.00 | £18.2938 |
| PO11 = 43-46 | Band 12 | 43 | £36,172.00 | £18.7499 |
| PO12 = 44-47 | Band 12 | 44 | £37,061.00 | £19.2108 |
| PO13 = 45-48 | Band 13 | 45 | £37,895.00 | £19.6431 |
| PO14 = 46-49 | Band 13 | 46 | £38,810.00 | £20.1174 |
| PO15 = 47-50 | Band 13 | 47 | £39,700.00 | £20.5787 |
| PO16 = 48-51 | Band 13 | 48 | £40,582.00 | £21.0359 |
| PO17 = 49-52 | Band 13 | 49 | £41,454.00 | £21.4879 |
| PO18 = 50-53 | Band 14 | 50 | £42,347.00 | £21.9508 |
| PO19 = 51-54 | Band 14 | 51 | £43,234.00 | £22.4106 |
| PO20 = 52-55 | Band 14 | 52 | £44,391.00 | £23.0103 |
| PO21 = 53-56 | Band 14 | 53 | £44,962.00 | £23.3063 |
| PO22 = 54-57 | Band 14 | 54 | £45,838.00 | £23.7604 |
| Band 15* = 55-59 | Band 15 | 55 | £46,729.00 | £24.2222 |
| | Band 15 | 56 | £47,616.00 | £24.6820 |
| | Band 15 | 57 | £48,469.00 | £25.1241 |
| | Band 15 | 58 | £49,366.00 | £25.5891 |
| | Band 15 | 59 | £50,249.00 | £26.0468 |



Pensions and Retirement Policy

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Appendix 1 – Flexible Retirement Process Flow

Appendix 2 – Flexible Retirement Request Manager Report

1.0 Statement of Purpose/Objective

In supporting one of our core values of promoting diversity, Shropshire Council no longer applies compulsory retirement at age 65. An early and flexible retirement age is provided as part of enhancing of the employment policies. This is to ensure that Shropshire Council's retirement policy meets the requirements of the Equalities Act 2010.

2.0 Scope

This policy is effective from April 2014, as a result of the changes in LGPS Regulation.

This policy applies to all Shropshire Council employees, other than those employed by schools, for which a separate policy will apply.

3.0 Roles and Responsibilities

3.1 The Responsibilities of Managers

3.1.1 Managers have a statutory duty to ensure that all employees approaching retirement age are informed of Shropshire Council's retirement policy, 6 to 12 months prior to an employee reaching the age of 65. They are also required to be aware of the flexible retirement provisions.

3.2 The Responsibilities of Employees

3.2.1 Employees are responsible for deciding whether or not they wish to be a member of the pension scheme and for taking the necessary actions to request the transfer in of any other scheme membership as outlined in this policy. They are also responsible for following the relevant processes outlined below in respect of pension transfers, early retirement or flexible retirement.

4.0 Pensions

4.1 Pension Auto-enrolment

The government has introduced new regulations to encourage more people in the UK to save for their retirement and require employers (both private and public sector) to automatically enrol employees' into a 'qualifying pension scheme'. The Shropshire Pension Scheme is classified as a 'qualifying scheme'.

Employees who have previously opted out of the Pension Scheme, and who are eligible (please see below) for auto enrolment on 1 February 2013, will not be auto enrolled until 1 October 2017 due to a transitional delay.

4.1.2 Eligibility criteria for auto enrolment?

Criteria set by the government means that you will be eligible for auto enrolment if you:-

- are aged 22 or over, and are below state pension age, and
- are paid more than Pension Regulator threshold, which is subject to change each year in line with inflation.

4.1.3 How does this affect you?

Under the Pension Regulations, employees can join the scheme at any time.

If you are currently a member of the Pension Scheme, you will still receive correspondents (for each of your posts) regarding auto-enrolment as the Authority is required by legislation to keep you informed about how this affect you or the Scheme.

If you are not currently a member of the Scheme, and you meet the eligibility criteria on 1st February 2013, you will be automatically enrolled into the LGPS on 1 October 2017. You will receive correspondence from Pensions Services advising you of this. You will have the right to opt out if you wish

You may also be auto enrolled in the following circumstances: -

- a) If you change your role or take on an additional role.
- b) If you become eligible for auto enrolment after 1 February 2013. You will be auto enrolled into the Scheme from the date you become eligible.

So, for example, if your 22nd birthday falls after 1 February 2013, and you are paid more than Pension Regulator threshold you will be auto enrolled from your 22nd birthday.

Likewise, if you are paid more than the Pension Regulator threshold and you meet the age criteria, you will be auto enrolled from the first of the month that your pay increases over that threshold.

If you are auto enrolled, Pension Services will write and advise you of this. You do have the option to opt out of the Scheme if you wish. Forms for this purpose are available on the County Pension Scheme Website.

4.2 Joining the Pension Scheme and Contribution Rates

4.2.1 Employees will automatically become a member of the pension scheme, unless one of the following applies: -

- Unless in a post in which the employee is required to join another public sector scheme, e.g. teachers
- Employed as a casual worker, in which case, if you have worked for us for three consecutive months or more, you are not already in the LGPS and you meet the eligibility criteria detailed in section 4.1.2, you will be written to advising you that we will be applying the transitional delay. If you have worked on a casual basis for less than three consecutive months, you'll be written to advising you that we'll postpone auto enrolment until you have worked for three months, but that you have the right to opt into the LGPS at any time.
- Whereby the offer of employment, and subsequent contract does not exceed three months – You'll be written to advising you that auto enrolment will be postponed for three months, but that you have the right to opt into the LGPS at any time. If your contract is then extended beyond three months, you will be auto enrolled into the LGPS if you are not already a member and you meet the eligibility criteria detailed in section 4.1.2.
- Where the employee has written to Shropshire Pension Fund to confirm they do not want to be a member of the pension scheme. This can only be done once employment with the organisation has commenced.
- Employees aged 75 or over.

4.2.2 Bandings

Effective from 1st April 2017, employees' pension contribution rate will be based on their actual pensionable pay according to the following table:

| Band | Full-time equivalent salary | Contribution rate |
|-------------|------------------------------------|--------------------------|
| 1 | Up to £13,700 | 5.5% |
| 2 | >£13,700 -£21,400 | 5.8% |
| 3 | >£21,401 - £34,700 | 6.5% |
| 4 | >£34,701 - £43,900 | 6.8% |
| 5 | >£43,901 - £61,300 | 8.5% |
| 6 | >£61,301 - £86,800 | 9.9% |
| 7 | >£86,801 - £102,200 | 10.5% |
| 8 | £102,201 - £153,300 | 11.4% |
| 9 | More than £153,301 | 12.5% |

For those employees who elect to pay reduced contributions, (the 50:50 option), contribution rates will be half of the amount detailed in the table above.

The contribution band will be assessed using the actual pensionable salary plus any pensionable extra payments.

For term time staff, the actual pensionable salary will be based on the actual pensionable salary across the term time week's only, plus any pensionable extras.

Any fee earning staff will be assessed on the previous year's earnings to 31st March or part year if the individual is not employed for the whole year.

The salary figures detailed in the table above will increase on 1st April each year by the rise in the Consumer Price Index.

4.2.3 –Reassessment of Banding

The Council will re-assess bandings for all employees every April, with the exception of the following:

- Promotion or permanent/long term honoraria payments
- Down-grading or demotion
- A re-grading exercise

All of the above will prompt an immediate reassessment.

4.2.4 The Council will not re-assess pension contribution bandings after a back dated pay award.

4.2.5 Individual Pension contribution banding can be found on your payslip accessed through [MyView](#)

4.2.6 Any appeal against a decision regarding an employees pension contribution banding, or any other decision relating to an employees rights or liabilities under the scheme, will be as detailed in paragraph 9.1 below.

4.2.7 All payments in respect of the job carried out by the employee are pensionable, save for the following exclusions:

- Any sum which has not had income tax liability determined on it
- Any expenses incurred in carrying out the duties of the role
- Any payment made in consideration of loss of holidays
- Any payment in lieu of notice to terminate the contract of employment
- Any retention payment made in order not to terminate the contract
- Any amount paid in relation to the provision of a motor vehicle or any amount in lieu of
- Any payment in consideration of loss of future pensionable payment or benefits
- Any award of compensation for the purposes of achieving equal pay in relation to other employees
- Any payment made by the Authority to a member of staff on reserve forces service leave
- Returning Officer (or acting) fees other than those paid in respect of local government elections, elections for the National Assembly of Wales, Parliamentary Elections or European Parliamentary Elections.

4.2.8 In addition to pensionable contributions, an employee is able to pay additional pension contributions (APC). There is no minimal payment, although the maximum is £6,675 (figure at April 2015) per annum. Advice on this is available from the Pensions team (see paragraph 11.1 below).

4.3 Those scheme members wishing to voluntarily draw benefits on or after 55 and before 60, the 85 year rule will not be applied by the Authority in this circumstance, except in circumstances where the Council considers it is in its financial or operational interests to do so. For those employees would have to meet any strain on fund cost via an actuarial reduction applied to their pension.

85 year rule is a very complex area and individuals considering retirement should contact Shropshire County Pension Fund for clarification as to whether, and if so how, protections apply to their pension benefits.

4.4 50:50 Option

4.4.1 This option allows employees to contribute half the normal contribution rates to the pension scheme, yet still provides the full death in service benefit.

4.4.2 The intention is that this option allows those who wish to join the scheme, but can't afford to pay the full contribution rates, as a "stepping stone" into the scheme.

4.4.3 Should you wish to remain in this option longer term, you will be required to opt out of the full contribution rate scheme every three years and re-join the 50:50 option

4.4.4 The employer will pay the same contribution rates as members paying the full contribution rates.

4.4.5 For new employees to the Council who wish to join the 50:50 option, you must elect to pay reduced contributions as a 50:50 member. You are only allowed to do this once you have started your employment with the Council.

4.4.5 Should you elect to join the 50:50 option, please refer to the Shropshire County Pension Scheme website where you are able to find the application form.

4.4.6 The switch to the 50:50 option will only take effect from the next available pay period and not the date that the application form has been completed.

4.4.7 The Pension Scheme will provide you with information regarding how joining the 50:50 option will impact on your benefits.

4.5 Transferring Pension into the Shropshire Pension Fund

4.5.1 Employees may choose to transfer other pension rights into the Shropshire Pension Scheme. Advice on this is available from the Pensions Team (see paragraph 11.1 below).

4.5.2 Transfers between Local Government Pensions Funds will happen automatically, unless the employee requests for this not to happen.

4.5.2 The request to transfer pension rights as per section 4.4.1, or in the event of 4.4.2 the employee then decides to transfer other Local Government Pension Fund benefits, should normally be made within 12 months of the employee starting employment with Shropshire Council.

4.5.3 In exceptional circumstances, where an employee can demonstrate good cause, they may seek an extension to the first twelve months by up to a further 12 months before making a decision on making an application to transfer their pension rights subject to confirmation from their Director that they are not likely to retire, or be subject to ill-health retirement in the near future. Please note that this provision is **discretionary** and in **all instances**, the employee should write to the Head of Human Resources requesting an extension to the twelve months, detailing any extenuating circumstances. The Head of Human Resources will be the first stage approval, with the Pension Fund having to also agree to the transfer.

4.5.4 Any appeal against a decision not to allow an employee to transfer pension rights, or any other decision relating to an employee's rights or liabilities under the scheme, will be as detailed in paragraph 9.1 below.

4.5.5 Relevant employees (those who have AVC contracts taken out prior to 13th November 2001) at retirement may request to transfer in AVCs (Additional Voluntary Contributions). Requests should be made within 1 month of retiring; however this may be extended to 3 months to allow for administrative procedures.

4.6 Awarding extra Annual Pension

4.6.1 As a result of the changes to the Local Government Pension Scheme Regulations 2014, Augmentation (also known as "Added Years") will no longer be permitted as part of the Scheme. The option for the employer to grant extra annual pension of up to £6,675 (figure at April 2015) to an active member of the scheme, or within 6 months of leaving to a member whose employment was terminated on the grounds of redundancy or business efficiency (APC) will only be in exceptional circumstances and is not an automatic entitlement.

4.6.2 The Head of Human Resources, in consultation with the Head of Finance, has discretion to approve an award after taking into account all the financial implications, including sharing the cost with the employee (Shared Cost Additional Pension Contributions – SCAPC). It should be noted that any extra annual pension granted would be subject to an actuarial reduction if the pension is drawn early, other than if on the grounds of Ill Health.

4.6.3 Shropshire Council will only voluntarily contribute towards the cost of purchasing extra pension via a SCAPC if a member has a period of authorised unpaid leave of absence and

elects within 30 days of return to work to pay a SCAPC to cover the amount of pension 'lost' during that period of absence. The Council will contribute 2/3rds of this cost to a SCAPC.

- 4.6.4 Granting extra pension will also be permitted in accordance with the Council's Redundancy and Compensation Policy

5.0 Retirement

For information on all aspects of retirement please refer to the "Shropshire Fund Pension Scheme Booklet – a guide to your pension" available from the Pensions Team (01743 – 252130) or look on their website <http://shropshirecountypensionfund.co.uk/>

5.1 Early Retirement on Compassionate or Exceptional Grounds

- 5.1.1 With effect from 1st April 2014, the opportunity to apply for early release of benefits on compassionate or exceptional grounds will no longer be available and will only be considered in exceptional circumstances only.

Employees that left prior to 01 April 2014, the provision for compassionate grounds remains **discretionary** and in **all instances**, the employees should write to the Head of Human Resources detailing the exceptional circumstances and any associated evidence to support their request. The case will then be considered on the basis of the submission and any associated costs that the Council may have to meet.

5.2 Early Retirement on the Grounds of Ill Health

- 5.2.1 With effect from 1st April 2008, a three tiered ill health retirement scheme will apply (amended under the 2013 regulations). Extra membership on the grounds of ill health retirement will be awarded on the following basis:

- The first condition is that the member is, as a result of ill-health or infirmity of mind or body, permanently incapable (that the member will, more likely than not, be incapable until at the earliest, the member's normal pension age) of discharging efficiently the duties of the employment the member was engaged in.
- The second condition is that the member, as a result of ill-health or infirmity of mind or body, is not immediately capable of undertaking any gainful employment (in this instance, "gainful" is defined as "paid employment for not less than 30 hours per week for a period of not less than 12 months")

- 5.2.2 The process for ill health retirements can be found within the Council's policy on "Caring about Sickness", Section 9.

5.3 Flexible Retirement

- 5.3.1 Under the flexible retirement arrangements, employees who are members of the Local Government Pension Scheme, may request a reduction in their hours or move to a lower graded post and also draw their pension whilst continuing to work, under regulation 30(6) of the LGPS Regulation 2013 of the pension scheme regulations. This will be subject to management consent and will only be considered where there is a justifiable business case and the cost, if any, of early release of pension is managed within the section's budget.

It should be noted that as this provision needs to be cost effective, cases will be considered on an individual basis and a reduction in hours needs to equate to a minimum requirement equivalent to one working day (pro-rotta) if already part-time.

5.3.2 To be considered for this, employees must:

- be aged 55 or over
- not work in a post or area of work where there are difficulties in recruiting; there are skill shortages or work of a particular nature which requires their skills;
- get authorisation for early release of their pension.

5.3.3 Employees who request a reduction in their hours or in the grade of their post should use the procedure outlined in the Flexible and Agile Working Policy and submit a Flexible and Agile Working Request Form to their Manager. The manager will then complete a Flexible Retirement Request Manager Report, outlining the business case. See Appendix 1 Flexible Retirement Process Flow and Appendix 2 for manager report template.

5.3.3 Early release of pension before age 65 may mean pension benefits are reduced (please refer to Section 5.3.5). Employees should therefore obtain information on their pensionable benefits, which would apply in these circumstances before submitting a request. This is available from the Pensions team (see paragraph 11.1 below).

5.3.4 The decision to permit an employee to receive immediate payment of their pension under flexible retirement will be authorised by their Director, in discussion with the Head of Human Resources.

5.3.5 When making the decision to permit Flexible Retirement, all benefits pre 1st April 2008 will be released. A cost analysis of benefits accrued between the 1st April 2008 and 31st March 2014, and 1st April 2014 onwards will determine whether all, part or none of the benefits are released and whether actuarial reduction, in whole or in part, will be waived to benefits taken before Normal Pension Age (NPA).

5.3.6 Once the Manager has received approval from their Director and Head of Human Resources, they should complete the Flexible and Agile Working Acceptance Form and submit a Contract Amendment e-Form through MyView (refer to Appendix 1 for process).

Please note that in order to be accepted for Flexible Retirement, approval is required from the Head of Human Resources and the appropriate Director. Merely accepting the reduction in hours does not automatically release the pension benefits of the employee

6.0 Working beyond the age of 65

6.1 Job applicants over the age of 65

There will be no upper age restriction for job applicants to the Council. Where a job applicant aged 65 or over is appointed, they will receive the standard contractual terms which apply to the post.

6.2 Existing employees working beyond age 65

6.2.1 The Employment Equality (Age) Regulations 2006 state that employees have the right to request not to be retired. As Shropshire Council does not apply a compulsory retirement age, an employee can continue in their post beyond the age of 65 if they wish to do so.

6.2.2 Performance of all employees will continue to be reviewed through the normal annual performance appraisal mechanisms. When being appraised, no employee should be treated differently because of their age.

6.3 Implications for employees in the Local Government Pension Scheme (LGPS) who work beyond age 65

6.3.1 Employees in the LGPS who continue to work beyond 65

Employees over the age of 65 can remain in the scheme to the eve of their 75th birthday and their LGPS benefits earned up to their Normal Pension Age will be increased to compensate for their late payment. Benefits must be paid from age 75, even if employment continues beyond that age.

6.3.2 Employees formerly in the LGPS who after a break in service are re-employed at 65 or above

Employees under the age of 75 can re-join and remain in the scheme up to that age and benefits must be paid from age 75, even if employment continues beyond that age. Any LGPS pension already in payment will not be affected, but any part of that pension resulting from added years given in early retirement cases may be subject to adjustment. Details are available from the pension section in individual cases.

6.3.3 Employees appointed at 65 or above with no previous reckonable service

Employees under the age of 75 can join and remain in the scheme up to that age and benefits must be paid from age 75, even if employment continues beyond that age.

7.0 Pre-retirement Courses

7.1 Employees who have indicated that they wish to retire will have the opportunity of attending a Pre-Retirement Course, to better prepare them for that change.

7.2 Further details of the Planning a Positive Retirement course are available on SC Intranet: <http://staff.shropshire.gov.uk/training-and-development/staff/planning-a-positive-retirement/>

8.0 Links to Other Policies

8.1 This policy links to Shropshire Council's Flexible Working Framework and to the Council's Redundancy and Compensation Policy, Absence Management Policy with relation to ill health.

9.0 Pensions Appeals

- 9.1 In accordance with Regulation 73 of the Local Government Pension Scheme (Administration) Regulations 2013, the Council is required to draw all employees' attention to the fact that, if they are dissatisfied with any decision in relation to their rights or liabilities under the Scheme, they may make an application to the Head of Treasury and Pensions, as the person appointed for resolving first stage disputes. An appeal must be made within six months of the event. Standard forms and guidelines are available from the Pension Team for this purpose.

If employees remain dissatisfied, they may apply for a reconsideration of the decision to the Head of Legal and Democratic Services. The final level of appeal would be to the Pensions Ombudsman.

In all instances, all initial concerns, or matters whereby an employee is not in agreement, should be referred to the individual who made the original decision. The Pension Scheme will also be available to advise you of your rights under the Scheme.

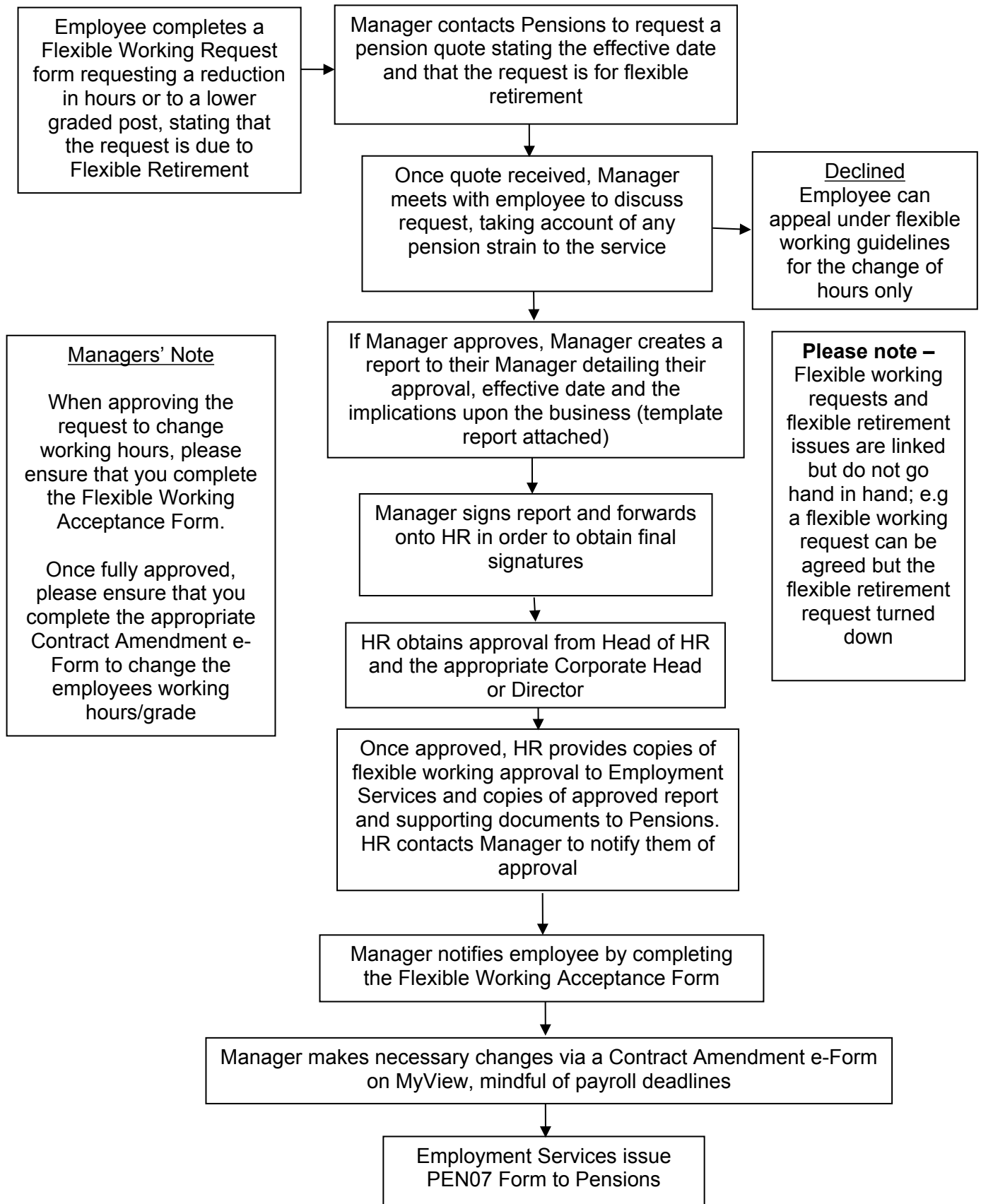
10.0 Monitoring and Review

- 10.1 Human Resources will work with Managers to monitor the application of this policy. Shropshire Council may review any aspect of the procedure in the light of changing circumstances at any time, in consultation with the trade unions.
- 10.2 The policy will be reviewed at regular intervals, in conjunction with changes to legislation, and any changes to the regulations as informed by the LGPS that may impact upon it. .

11.0 Further Advice on Pensions

- 11.1 Advice and information on the Local Government Pension Scheme (LGPS) is available from the Pensions team who can be contacted on 01743 252130 or at pensions@shropshire.gov.uk. Further useful information can also be found at <http://shropshirecountypensionfund.co.uk/>

Appendix 1 - Flexible Working Process Flow



Flexible Retirement Request Manager Report

Employee Name:

Employee number:

Background

Include the following in your business case:

- *Current employment details – include current post, hours worked and current SCP details*
- *Effective date of change and what that change will be*
- *How the approval of the request will benefit the team*
- *Details regarding the strain (if any) on the pension fund, and the cost implications in relation to the team budget (if any)*

I agree to this request for flexible retirement and that pension payments commence with effect from (date).

Direct Line Manager

.....Date.....
(Name and sign)

Post:

Next Level of Line Management

.....Date.....
(Name and sign)

Post:

Head of Human Resources & Development

.....Date.....
(Name and sign)

Director of Group or Service Area

.....Date.....
(Name and sign)

Attached supporting paperwork:
Flexible Working Request Form
Flexible Working Approval Form

Redundancy Policy

Contents

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 8. Redeployment
 9. Issuing Notice of Redundancy
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 12. Payment of Pension
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 14. Review of Policy
- Appendix A Redundancy Selection Criteria
Appendix B Redundancy Appeals Procedure

1. Introduction

- 1.1 Shropshire Council aspires to be a fair and equitable employer committed to the principle of maintaining the highest possible level of job security for its employees. However, it is recognised that there may be certain circumstances e.g. in times of severe budgetary constraints when staffing reductions are necessary.
- 1.2 In the event of a potential redundancy situation being identified Shropshire Council will endeavour to address this by limiting external recruitment, redeploying employees where possible, considering requests for voluntary redundancy and other reasonably practicable measures in order to avoid a compulsory redundancy situation. However, should compulsory redundancy become necessary Shropshire Council will strive to ensure a consistent and fair method of selection is applied.
- 1.3 The Redundancy Policy sets out how potential redundancy situations and, if necessary, compulsory redundancies will be managed within Shropshire Council.
- 1.4 The policy applies to all Council employees, except those employed directly by schools who have a specific policy available on the Schools Learning Gateway.

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2. Exclusions to the Policy

- 2.1 The Redundancy Policy will not apply in the following circumstances:
 - Termination during, or at the end of a probationary period of service in accordance with the Probationary Performance Policy, whether or not the probationary period was extended beyond its originally specified duration.
 - Resignation by an employee, or other termination, by mutual consent.
 - To agency staff, contractors or external consultants.
 - Apprentices who do not secure permanent employment after their training.
 - Employees on a fixed term contract with less than 2 years' service in the affected post.

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3. Objectives

3.1 The objectives of the Redundancy Policy are to:

- Ensure the Council complies with its legislative requirements in relation to redundancy situations;
- Provide clear advice when handling potential redundancy situations;
- Outline measures that may be available to seek to minimise or avoid compulsory redundancy;
- Set out a clear framework for the management of compulsory redundancy situations including the application of a Redundancy Selection Criteria;
- Ensure that where compulsory redundancy is necessary employees leave the Council feeling that they have been treated in a fair and equitable manner.

4. Potential Redundancy Situation

4.1 A potential redundancy situation arises when:

- An employer has ceased, or intends to cease, to carry on the business in the place where an employee was so employed; or
- Where the requirements of the business for employees to carry out work of a particular kind have ceased or diminished or are expected to cease or diminish; or
- Where the requirements of the business for employees to carry out work of a particular kind, in the place where they are so employed, have ceased or diminished or are expected to cease or diminish.

4.2 As soon as it becomes evident that a potential redundancy situation could exist then the Service Manager, in conjunction with HR Business Partner will identify those likely to be affected, both directly and indirectly.

4.3 In some instances the employee(s) to be made redundant will comprise all those undertaking a particular job. In these circumstances, however, care must be taken to check whether a wider group of employees could potentially be affected as a consequence of them having similar or common contracts of employment. In this situation it may be appropriate to ring fence those employees highlighted and follow the process as detailed in Appendix A.

5. Alternatives to Compulsory Redundancy

5.1 In order to avoid or reduce the need for compulsory redundancy alternative measures will be considered. These will include the following:

- Natural wastage through normal staff turnover;
- Suspending relevant external recruitment;
- Reducing overtime;
- Reducing the number of hours worked;
- Voluntary redundancy;
- Redeployment within the Council.

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6. The Consultation Process

- 6.1 Consultation must be carried out “in good time” i.e. as soon as redundancies are proposed. Where 20 or more redundancies are proposed there is a statutory duty to consult with the Trade Unions. The Chief Executive or Director with the support of HR will be responsible for issuing a Section 188 notice to the relevant Trade Unions and submitting a HR1 form to the Secretary of State.
- 6.2 When consulting staff, it is important to consult those who are sick, on maternity, paternity or adoption leave. Failure to consult an employee on maternity leave may lead to a successful sex discrimination claim at tribunal, with unlimited compensation.
- 6.3 Where the Council is proposing to make redundancies consultation must begin at the earliest opportunity and no less than follows:

| Number of employees | Period of Consultation |
|--|---|
| between 20 and 99 employees at one establishment within a period of 90 days or less, | at least 30 days before the first of the dismissals takes effect. |
| Over 100 employees at one establishment within a period of 90 days or less, | a period of at least 45 days consultation will apply. |
| fewer than 20 in one establishment | the Council will endeavour to observe a consultation period of at least 30 days |

- 6.4 Fixed term contracts that have reached their termination date or will terminate during the consultation time are excluded from the requirement to consult collectively.
- 6.5 An employee(s) and, where appropriate, his/her representative(s) will be provided with the following information as part of the genuine and meaningful consultation process:
- The reason(s) for the proposal(s);
 - The number(s) and description of employees proposed to be dismissed as redundant;
 - The total number of employees of that description employed at the establishment in question;
 - The timeline of the planned consultation period;
 - The proposed structure;
 - The proposed method of selecting the employees who may be dismissed;
 - The proposed method of carrying out the dismissals, including the period over which the dismissals are to take effect; and
 - The proposed method of calculating the amount of any redundancy payments – other than statutory payments – to be made to the employees who are dismissed.

Consultation will also include ways of:

- Avoiding or reducing the number of dismissals i.e. considering other options instead of dismissal; e.g. suspending recruitment or reviewing the options for redeployment; and
- Mitigating the consequences of dismissal, e.g. outplacement support

During the consultation process all employees have the option to have individual consultations with management and HR to discuss their options or to put forward evidenced counter proposals to the planned restructure or redundancy.

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- **7. Application of the Compulsory Redundancy Selection Criteria**

- 7.1 If, despite consideration of alternative measures, the need for compulsory redundancy is unavoidable, then the 'Redundancy Selection Criteria', attached at Appendix A to the Policy, will be used to determine which employee(s) will ultimately be declared redundant unless it is evident that all employees will be made redundant. In the event of a restructure or job re-design the selection method may be through interviews. It should be noted that the Council reserves the right to amend the redundancy selection criteria/weighting where circumstances suggest that this would be reasonable.
- 7.2 All employees involved in the redundancy selection process will be provided with a copy of the 'Redundancy Selection Criteria', together with an explanation as to how this will be applied, prior to the redundancy selection taking place.

8. Redeployment

- 8.1 The Council will make every reasonable effort to find alternative work within the organisation for any employee who is selected for redundancy. Such employees will be added to the redeployment register for any available vacancies at the time of their redundancy selection and during their notice period.
- 8.2 Where either an employee or management have identified a post as being potentially suitable alternative employment the employee will need to participate in a selection process in order to establish whether or not the position is suitable for the employee taking into account his/her skills, knowledge, experience, level of seniority as well as the terms and conditions of the post.
- 8.3 Employees who are on Maternity, (or Adoption), leave are legally entitled to be offered any suitable alternative job before any other employee. Failure to do so will result in the dismissal being automatically unfair.
- 8.4 Where an alternative post offered is substantially the same with regards to:
- Existing Grade
 - Work location;
 - Duties of the post;
 - Working hours

the post will be considered Suitable Alternative Employment (SAE).

If the employee accepts the offer of redeployment they will be entitled to a 28 day trial period. The purpose of the trial period is to enable both the Council and an employee to assess the suitability of the post.

- 8.5 Should the Council deem an employee to be unsuitable for the post, or the employee themselves has concerns about their new role during the 28 day trial period, appropriate action will be taken in consultation with the employee, which may include seeking further redeployment opportunities, but may also include an employee finishing work in line with notice previously issued.

The determination of what is suitable and, indeed, what constitutes an unreasonable refusal is not statutorily defined and hence each case will need to be determined on merit and in consultation with HR

Should an employee unreasonably refuse an offer of SAE, the employee will lose his/her right to any redundancy payment that may be due.

For more information please refer to the [Redeployment Procedure](#).

9. Issuing Notice of Redundancy

- 9.1 Notice of redundancy will not be issued until the agreed consultation period has elapsed.
- 9.2 The Council's obligation to the employee must always be read against any additional notice required so the notice period will be whichever is greater; statutory or contractual. Therefore an employee in a Grade 7 post with a contractual notice period of 1 month who has 6 years' service will be given 6 weeks statutory notice. For more information on notice periods please see the [Periods of Notice Policy](#).
- 9.3 Payment in lieu of notice is not justifiable in cases where the timetable for redundancy is known sufficiently well in advance to give normal notice, and there is nothing else preventing this.
- 9.4 If you have been made aware through consultation that you are at risk of redundancy the employee and manager need to work together to ensure that all pro rata annual leave and credit/debit hours are taken wherever possible. Payment of annual leave is not justifiable in cases where employees have known sufficiently well in advance of their termination date. Annual leave needs to be pro rata to their termination date and used prior to leaving. In the event that an individual has exceeded their annual leave entitlement, action will be taken to recover the amount from pay.

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- **10. Appeals against Redundancy**

- 10.1 Notice of redundancy will contain details of the right of appeal against Selection for Redundancy to the Redundancy Appeals Panel. Any appeal must be submitted in writing to the Head of HR within **10** working days of receipt of the redundancy notification and provide all details of the reason for the appeal. For the full appeal process see Appendix B.
- 10.2 While an appeal is in progress, the contractual period of notice will continue to run from the original date of notification of redundancy.

11. Redundancy Payments

- 11.1 All eligible employees (see paragraph 2.1) who are made redundant either following a call for volunteers, or through a compulsory redundancy and have a minimum of two years continuous service with local government or a Redundancy [Modification Order](#) body are entitled to a redundancy payment. Redundancy payments are calculated dependent of the length of continuous service in the affected post. The maximum length of service counted for statutory redundancy pay is 20 years.
- 11.2 Employees will receive the following entitlement:

| Service | Entitlement |
|------------------------------------|---|
| For service between ages 16 – 21 | ½ weeks' pay for each completed year of service multiplied by 1.5 |
| For service between ages 22 – 40 | 1 weeks' pay for each completed year of service multiplied by 1.5 |
| For service from age 41 and above. | 1 ½ weeks' pay for each completed year of service multiplied by 1.5 |

- 11.3 A weeks' pay is defined as the amount to which an employee is entitled under his or her contract of employment when he/she works a normal week. If an employee's working hours vary, or where additional payments are made, pay is averaged over the previous 12 weeks from the date of your termination letter.

- 11.4 If an employee holds more than one post they will only be made redundant from the affected post and will remain in any other posts. Redundancy pay will be calculated on the continuous start date of the post from which they are being made redundant and all other continuous start dates will remain.

For Example:

Post 1: Admin post started 01/01/1990

Post 2: Assistant Social Worker post started 01/01/2005

If you were made redundant from your Admin post then the continuous start date used for redundancy calculations would be 01/01/1990 and your start date would remain as 01/01/2005 for the other post.

If you were made redundant from your Assistant Social Worker post then the continuous start date used for your redundancy pay would be 01/01/2005.

- 11.5 The additional compensatory payment (1.5 multiplier) is calculated taking account of any local government service, and service covered by the Redundancy Payments Modification Order up to a maximum of 20 years in total.

For example:

Current Continuous Service: 4 years from age 41 = 6 weeks' pay (4 x ½ week's pay)

Previous Service: 10 years from age 20 = 9 weeks' pay (2 years at ½ week's pay + 8 years at 1 weeks' pay)

Total: 6 + 9 = 15 week's pay x 1.5 multiplier

- 11.6 Final redundancy payments will be made once the employee has completed their notice period and all final salary payments have been made. The redundancy payment will then be calculated and paid on the next available pay run.
- 11.7 Redundancy payments are expressly exempt from income tax. They will, however, be taken into account in determining whether or not the total compensation paid to an employee exceeds the £30,000 tax-free limit.
- 11.8 Any offer of employment made by any local authority (or specified body covered by the Modification Order) accepted whilst under notice of redundancy and commencing within four weeks of the date of redundancy would disqualify an employee from receiving a redundancy payment.
- 11.9 In the event of being re-employed in another local authority post (or with a related employer) after termination and having received a redundancy payment, continuity of service for purposes of any future redundancy pay rights will start afresh.
- 11.10 All employees are responsible for checking their redundancy calculations to ensure any errors are highlighted as soon as possible.

12. **Payment of Pension**

- 12.1 Any employee who is subject to these redundancy provisions, who is aged 55 and over at the date of termination and is a member of the pension scheme, will be eligible to receive immediate payment of their pension. In these cases, the employing service will meet any additional strain on pension fund.

12.2 Purchasing Additional Pension Benefits

If the employee is a member of the Local Government Pension scheme, there will be an option for the council to purchase additional pension benefits under regulation 13 of the Local Government Pension Scheme Regulations 2013 as an **alternative**, but not as well as additional compensation under section 11.1. The award of additional pension cannot exceed £6,500 from 1st April 2015 and that figure is increased on 1st April each year. Additional pension benefits can be purchased by the notional additional compensation i.e. the excess over the statutory payment calculated in accordance with paragraph 11.1. This will be at no extra cost to the Council and the calculation will take into account any additional pension costs met by the Council resulting from the early payment of pension benefits. The employee must be an active member of the LGPS and any decision to opt for this alternative must be made before their employment is terminated.

- **13. Assistance to Seek New Employment**

13.1 An employee with at least two years continuous service at the dismissal date has a statutory entitlement to reasonable time off with pay during his/her notice period to look for new employment or to make arrangements to undertake training for future employment. The Employment Rights Act 1996 does not specify what is deemed to be a reasonable amount of time off, However, employers do not have to pay more than two-fifths of a week's pay regardless of the length of time off allowed. For example, if an employee works five days a week and they take four days off in total during the whole notice period, Shropshire Council is only obliged to pay employees for two days. Employees are required to provide reasonable notice of their interview, including proof of the interview date, time and location to their Manager

13.2 The council also provides a number of courses for employees facing redundancy to give them the skills and knowledge to apply for alternative employment. Further information is available [here](#).

14. Review of Policy

- 14.1 This policy will be reviewed by HR and Development, in consultation with unions.

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1.0 Introduction

- 1.1 It is essential that during a redundancy process the Council ensures that fair and transparent criteria for selection for redundancy are identified and applied consistently.
- 1.2 As a preliminary stage to selection, volunteers for redundancy may be invited to express an interest and be considered by management. However the Council is under no obligation to accept these volunteers. Care must be exercised when selecting from a list of volunteers to ensure that a balanced workforce remains in order to meet the demands of the service.
- 1.3 The handling of compulsory redundancies where selection is involved requires a systematic approach, if any dismissals are to be judged as fair. There is also an expectation amongst Trade Unions that in the event of compulsory redundancies being necessary, the Council will adopt reasonable selection criteria. These guidelines are to be used in the event of compulsory redundancies affecting National Joint Council for Local Government Services, Soulbury, Youth Service employees, other than those whose posts form part of the establishment of a school. The guidelines aim to ensure that good industrial relations practice is maintained in dealing with difficulties of this kind. There may be occasions where different selection criteria is used and in this case employees will be made aware of this at the beginning of the consultation period.
- 1.4 Any team or service faced with the problem of achieving employee reductions by selection for compulsory redundancy will have the principal objective of maintaining a balanced workforce after the redundancies are carried out, measured against the anticipated needs of the Authority. On this basis the approach to selection will be as follows:-

2.0 Unit of Selection

- 2.1 The "unit of selection" should be clearly defined - that is the area of work (based on geography, function and/or level) where reductions are necessary. The relevant Trade Unions and employees concerned will be made aware of the unit of selection by the consultative stages required by the Redundancy Policy.

3.0 Selection Procedure

- 3.1 Wherever possible two senior managers and a HR Business Partner together, with responsibility and/or knowledge of staff in the unit of selection will then apply selection criteria in the following way:-

Stage 1

Completion of the Selection Criteria Matrix. The application of the redundancy matrix will effectively score or rank the individuals within the pool and identify those employees who are likely to be 'at risk' of redundancy, depending on the number of redundancies needed in the particular service area. Once agreed, for a specific situation, matrices and weighting cannot be changed to influence the results.

| Relevant Qualification and skills | Score |
|---|--------------|
| Has all the relevant qualifications and skills required | 5 |
| Is working towards a relevant qualification and has the skills required | 4 |
| Either has the relevant qualification but does not have all the skills required OR has the skills required but does not have the relevant qualification | 3 |
| Does not have the relevant qualification or skills | 1 |

| Relevant Experience | Score |
|---|--------------|
| Has the relevant experience to be able to be effective in the role with immediate effect, or with minimal development | 5 |
| Has relevant experience but would require some structured development | 3 |
| Has insufficient experience | 1 |

| Work Performance | Score |
|--|--------------|
| Regularly exceeds target performance in a number of different and additional tasks | 5 |
| Regularly achieves target performance in usual tasks | 3 |
| Usually performs below target performance | 1 |

| Ability to learn new tasks | Score |
|--|--------------|
| Learns new tasks faster than the majority of employees at the same level | 5 |
| Learns new tasks as quickly as the majority of employees at the same level | 3 |
| Needs longer than the majority of other employees at the same level to learn new tasks | 1 |

| Attitude towards others | Score |
|---|--------------|
| Is always co-operative with colleagues and managers and demonstrates a positive attitude | 5 |
| Usually co-operative with colleagues and managers and normally demonstrates a positive attitude | 3 |
| Can sometimes be negative and does not always co-operate fully with colleagues or managers. | 1 |

| Continuous Employment | Score |
|----------------------------------|--------------|
| Over 15 years' service | 5 |
| Between 10 and 15 years' service | 4 |
| Between 5 and 10 years' service | 3 |
| Between 2 and 5 years' service | 2 |
| Up to 2 years' service | 1 |

Weighting

Compulsory Redundancy

To achieve the total score for an employee, each criterion is weighted by a factor of 1-3 to reflect its relative importance. The weightings take into account the service's requirements to meet its future service needs and targets as well as the need to maintain a balanced workforce. The weighting will be as follows:

- Qualifications & Skills (x3)
- Experience (x3)
- Work performance (x3)
- Ability to learn new tasks (x2)
- Attitudes towards other (x2)
- Continuous Service (x1)

Having weighted the scores, a total is calculated for each employee. For example, where necessary to reduce the headcount in a service area from 20 to 15 a selection matrix is

completed for all 20 employees. The 5 with the lowest scores will be provisionally selected for redundancy.

Voluntary Redundancy

- Qualifications & Skills (x1)
- Experience (x1)
- Work Performance (x3)
- Ability to learn new tasks (x1)
- Attitudes towards others (x1)
- Continuous Service (x3)

Stage 2

Where a tie-break situation arises and more than 1 employee has a similar score, the following criteria will be taken into consideration. This criteria is to be used only in such a situation.

| Disciplinary Record | Score |
|--|-------|
| No disciplinary record | 5 |
| Informal disciplinary discussion / letter of concern | 4 |
| Verbal warning | 3 |
| Written Warning | 2 |
| Final written warning | 1 |

Only current warnings on file where the disciplinary process has been completed at the date of the selection exercise should apply. Do not take into consideration any current or outstanding disciplinary investigations.

Stage 3

If selection is still necessary, timekeeping records will be considered from the previous 12 months. The frequency of and reasons for poor timekeeping will be taken into account.

Stage 4

If it has not been possible to select by Stage 3 then an interview or assessment will be carried out.

- 3.2 The personal circumstances of employees at risk of redundancy must not be taken into account at any stage of the selection process. At all stages the employees concerned should be given details of any records to be used.
- 3.3 Where selection criteria have been applied those selected must be notified as soon as possible and in a sensitive manner which fully recognises the difficulties faced by the employee. Those not selected should also be told of the decision as soon as possible.
- 3.4 Where someone has been selected for compulsory redundancy, they must be given the reasons for their selection in writing and notifying them of their right to appeal (refer to section 11).

1 Process to be followed prior to the Appeal

- 1.1 The Appeal will be heard by the Chief Executive, or a delegated Director, and the Head of HR will appoint a Clerk to the Appeal.
- 1.2 The Clerk to the Appeal will write to the employee informing of them of the date and time of the appeal hearing which will usually be held within three weeks of receipt of the notification of appeal. However, if this will not be possible the employee will be notified of the likely timescale. Acknowledgement of receipt will be required from the employee and the employee must also provide any written evidence they intend to use in the hearing to the clerk of the Appeal at least seven days in advance of the hearing.
- 1.4 Seven days prior to the Appeal, the manager who made the redundancy decision will prepare a statement of case and send it to the Clerk of the Appeal. The statement of case will need to explain the following:
- The papers (often including committee reports) which provide information on the need for the redundancy
 - The selection criteria used (where applicable)
 - Details of the employees in all posts included in the pool for redundancy selection broken down by gender, age, start date, ethnic origin, disability and length of service in current post.
 - Any measures taken to try and avoid compulsory redundancy
 - Details of consultation arrangements
 - The reasons provided by the employee appealing against redundancy.
- 1.5 Although the employee is likely to have seen the documentation contained within the statement a copy should be sent to the employee seven days before the hearing by the Clerk of the Appeal.

2 Process to be followed at the Appeal

- 2.1 An employee has the right to be accompanied, at the Appeal, by a Trade Union representative or work colleague.
- 2.2 At the Appeal it will be the responsibility of the manager who made the redundancy decision to demonstrate to the Redundancy Selection Appeals Panel that the redundancy selection criteria have been applied fairly. It will be for the employee or his/her Trade Union representative, or work colleague, to demonstrate to the Redundancy Selection Appeals Panel that the redundancy selection criteria have been applied inappropriately and/or the information considered had been incorrect resulting in the employee being selected wrongly for redundancy.
- 2.3 The Chief Executive, having considered submissions from both parties, can determine that the redundancy selection criteria had:
- Been applied correctly and dismiss the appeal;
 - Not been applied correctly and/or the information upon which it was based was incorrect but that the resultant amendments would have made no difference to the outcome of the redundancy selection and on these grounds dismiss the appeal;
 - Not been applied correctly and/or the information upon which it was based was incorrect but it was unclear what impact this would have on the redundancy selection and so refer the matter back to the Redundancy Selection Panel for reassessment;

- Been applied incorrectly and/or the information upon which it was based was incorrect with the result that the employee had been selected wrongly for redundancy and so uphold the appeal;
- Not been applied to the correct group of employees and so refer the matter back to the Redundancy Selection Panel for re-assessment.

3. Process to be followed after the Appeal

- 3.1 The decision of the Chief Executive will be final.
- 3.2 The Chief Executive will give the outcome to the appeal in writing as soon as reasonably practicable and normally within 14 working days.
- 3.3 Where the appeal is unsuccessful and a redundancy decision is confirmed, employment will terminate on the date specified in the original written notification of redundancy.
- 2.5 In the event that an appeal against redundancy selection is allowed this may mean that another employee will have to be selected for redundancy, provided that the alternatives to redundancy have been considered in respect of the selected employee and the employee has subsequently been afforded the right of appeal. In these circumstances the employee concerned should be advised as soon as is practicable and the opportunity to appeal afforded.



Committee and Date

Cabinet
14 February 2018

Council
22 February 2018

Audit Committee
1 March 2018

TREASURY STRATEGY 2018/19

Responsible Officer James Walton
e-mail: james.walton@shropshire.gov.uk

Tel: (01743) 258915

1. Summary

1.1 The report proposes the Treasury Strategy for 2018/19 and recommends Prudential and Treasury Indicators for 2018/19 to 2020/21. The report is technical in nature but the key points to note are:-

- Borrowing is largely driven by the requirements of the approved Capital Programme. From 2011/12 the Council's borrowing requirement has been significantly reduced due to the Government changing the way in which it funds the Council's capital expenditure and providing capital grants rather than supported borrowing approval with on-going (as it was defined at the time) revenue support grant to meet the financing costs of the borrowing. Currently the only approved borrowing requirement identified within the Capital Programme 2018/19 to 2020/21 is self-financing prudential borrowing of £8.197m.
- In late December 2017, CIPFA issued revised Prudential and Treasury Management Codes. As from 2019/20 all local authorities will be required to prepare an additional report, a Capital Strategy report. The Council is developing both the Capital Strategy report and business cases for a number of large schemes linked to proposals set out in the Council's Finance Strategy. At this stage, however, these proposals have not been finalised. As a result these schemes cannot be included as part of the calculations within the Treasury Strategy and any updates required as a result of future decisions will be reported accordingly.
- The Council's lending continues to be restricted to highly credit rated Banks, three Building Societies, Money Market Funds, Nationalised and Part Nationalised Institutions which meet Link Asset Services (formerly Capita Asset Services) creditworthiness policy, other Local Authorities and the UK Government.
- The internal Treasury Team will continue to look for opportunities to make savings by actively managing the cash and debt portfolio in accordance with the Treasury Strategy.

- The bank rate was increased to 0.5% in November 2017, the first increase since 2009. The Monetary Policy Committee (MPC) have given forward guidance that they only expect to increase the Bank rate by 0.25% twice more by 2020 to end at 1.0%. Every 0.25% increase in the bank rate equates to around £250,000 of additional interest receivable per annum on the Council's current average investment balances.
- Long term borrowing rates are expected to be higher than investment rates during 2018/19 therefore long term borrowing may be postponed in order to maximise savings in the short term. Currently the only borrowing requirement identified within the Capital Programme 2018/19 to 2020/21 is self-financing prudential borrowing of £8.197m. Any changes to this requirement as a result of future decisions will be reported accordingly.
- The Council has agreed to offer to lend funds to Shropshire Housing Ltd (which incorporates both South Shropshire Housing Association and the Meres & Mosses Housing Association) and Severnside Housing at an agreed rate. It has previously been agreed to offer to lend up to £10 million to each of these Housing Associations in order to support the building of affordable housing and shared office accommodation in Shropshire. For security purposes, each loan has been secured against existing assets held by or owned by the Housing Association. To date £9,770,000 has been drawn down by Shropshire Housing Ltd and £10,000,000 by Severnside Housing.
- In December 2017, Cabinet & Council approved the purchase of units held in a Jersey Property Unit Trust (JPUT) for the acquisition of 100% of the units for the Shrewsbury Shopping Centres. This has reduced cash balances available for investment in 2018/19 by £52.6m which represents the actual payment made on 23 January 2018. This investment will be classified as a short term capital investment and has been financed from internal cash balances in the short to medium term.

2. Recommendations

2.1. Recommendations to Cabinet

Cabinet recommend that Council:-

- a) Approve, with any comments, the Treasury Strategy for 2018/19.
- b) Approve, with any comments, the Prudential Indicators, set out in Appendix 1, in accordance with the Local Government Act 2003.
- c) Approve, with any comments, the Investment Strategy, set out in Appendix 2 in accordance with the CLG Guidance on Local Government Investments.
- d) Approve, with any comments, the Minimum Revenue Provision (MRP) Policy Statement, set out in Appendix 3.
- e) Authorise the Section 151 Officer to exercise the borrowing powers contained in Section 3 of the Local Government Act 2003 and to manage the Council's debt portfolio in accordance with the Treasury Strategy.

- f) Authorise the Section 151 Officer to use other Foreign Banks which meet Link's creditworthiness policy as required.
- g) Members are asked to note the changes to the CIPFA Treasury Management Code of Practice and Prudential Code and outstanding consultation exercises.

2.2. Recommendations to Audit Committee

- h) Audit Committee are asked to consider and endorse, with appropriate comment, the Treasury Strategy 2018/19.
- i) Members are asked to note the changes to the CIPFA Treasury Management Code of Practice and Prudential Code and outstanding consultation exercises.

2.3. Recommendations to the Council

- j) Approve, with any comments, the Treasury Strategy for 2018/19.
- k) Approve, with any comments, the Prudential Indicators, set out in Appendix 1, in accordance with the Local Government Act 2003.
- l) Approve, with any comments, the Investment Strategy, set out in Appendix 2 in accordance with the CLG Guidance on Local Government Investments.
- m) Approve, with any comments, the Minimum Revenue Provision (MRP) Policy Statement, set out in Appendix 3.
- n) Authorise the Section 151 Officer to exercise the borrowing powers contained in Section 3 of the Local Government Act 2003 and to manage the Council's debt portfolio in accordance with the Treasury Strategy.
- o) Authorise the Section 151 Officer to use other Foreign Banks which meet Link's creditworthiness policy as required.
- p) Members are asked to note the changes to the CIPFA Treasury Management Code of Practice and Prudential Code and outstanding consultation exercises.

REPORT

3. Risk Assessment and Opportunities Appraisal

- 3.1. The recommendations contained in this report are compatible with the provisions of the Human Rights Act 1998.
- 3.2. There are no direct environmental, equalities or climate change consequences arising from this report.
- 3.3. Compliance with the CIPFA Code of Practice on Treasury Management, the Council's Treasury Policy Statement and Treasury Management Practices and the Prudential Code for Capital Finance together with the rigorous internal controls will enable the Council to manage the risk associated with Treasury Management activities and the potential for financial loss.

4. Financial Implications

- 4.1 The financial implications arising from the Treasury Strategy are detailed in this report. The Council makes assumptions about the levels of borrowing and investment income over the financial year. Reduced borrowing as a result of capital receipt generation or delays in delivery of the capital programme will both have a positive impact of the council's cash position. Similarly, higher than benchmarked returns on available cash will also help the Council's financial position. For monitoring purposes, assumptions are made early in the year about borrowing and returns based on the strategies agreed by Council in the preceding February. Performance outside of these assumptions results in increased or reduced income for the Council.
- 4.2 As at 31 December 2017 the Council held £158 million in investments and borrowing of £318 million at fixed interest rates. The amount held in investments has reduced by £52.6m following the purchase of units held in a Jersey Property Unit Trust (JPUT) for the acquisition of 100% of the units for the Shrewsbury Shopping Centres on 23 January 2018.

5. Background

- 5.1. The Council defines its treasury management activities as "the management of the authority's investments and cash flows, its banking, money market and capital market transactions, the effective control of the risks associated with those activities, and the pursuit of optimum performance consistent with those risks".
- 5.2. This strategy statement has been prepared in accordance with CIPFA's revised Code of Practice on Treasury Management. Accordingly, the Council's Treasury Strategy will be approved annually by full Council and there will also be a mid year review report. In addition, treasury management update reports will be submitted quarterly to Directors and Cabinet. The aim of these reporting arrangements is to ensure that those with ultimate responsibility for the treasury management function appreciate fully the implications of policies and practices, and that those implementing policies and executing transactions have properly fulfilled their responsibilities with regard to delegation and reporting.
- 5.3. In late December 2017, CIPFA issued a revised Treasury Management Code of Practice and a revised Prudential Code. These revisions particularly focused on non-treasury investments and the requirement for all local authorities to produce a detailed Capital Strategy as from 2019/20. The majority of these requirements are already included in an appendix to the Council's Financial Strategy but this will be included as a separate Capital Strategy report from 2019/20.
- 5.4. Attached in appendix 2 is the Council's Annual Investment Strategy which includes a list of additional responsibilities for the Section 151 Officer role following the issue of the revised Treasury Management Code of Practice and Prudential Code.
- 5.5. The revised codes have clarified CIPFA's position that there is a clear separation between treasury and non-treasury investments and on the role of the treasury management team. Accordingly, periodic reporting by the treasury management team to members will focus solely on treasury investments. If non treasury investments are considered, such as the acquisition of units in relation to the Shrewsbury Shopping Centres, a separate report will be presented for approval and any changes required to Prudential indicators incorporated within an updated Treasury Strategy if necessary.

- 5.6. In addition there are currently outstanding consultations on revised investment guidance & MRP guidance. We are still waiting for the revised guidance to be issued but it is unlikely that the Treasury Strategy will need to be amended as the revised guidance mainly focuses on non-treasury investments which will be reported separately.
- 5.7. The Council will adopt the following reporting arrangements in accordance with the requirements of the Code:-

| Area of Responsibility | Council/Committee/Officer | Frequency |
|---|--|--|
| Treasury Management Policy Statement | Full Council/Cabinet | As required |
| Treasury Strategy/Annual Investment Strategy/MRP Policy | Full Council/Cabinet | Annually before the start of the financial year |
| Treasury Strategy/Annual Investment Strategy/MRP Policy – mid year report | Full Council/Cabinet | Mid year |
| Treasury Strategy/Annual Investment Strategy/MRP Policy – updates or revisions at other times | Full Council/Cabinet | As required |
| Annual Treasury Report | Full Council/Cabinet | Annually by 30 September after the end of the financial year |
| Quarterly Treasury Management Update Reports | Directors/Cabinet | Quarterly |
| Treasury Management Monitoring Reports | Reports prepared by Investment Officer to the Head of Treasury & Pensions who reports to the Section 151 Officer | Monthly |
| Treasury Management Practices | Section 151 Officer | As required |
| Scrutiny of Treasury Strategy | Audit Committee | Annually before the start of the financial year |
| Scrutiny of the treasury management performance | Audit Committee | Half yearly |

6. Treasury Strategy 2018/19

- 6.1. The Local Government Act 2003 and supporting Regulations requires the Council to have regard to the CIPFA Prudential Code and the CIPFA Treasury Management Code of Practice to set Prudential and Treasury Indicators for the next three years to ensure that capital investment plans are affordable, prudent and sustainable. This report incorporates the indicators to which regard should be given when determining the Council's Treasury Management Strategy for the next financial year.

- 6.2. As the Council is responsible for housing, Prudential Indicators relating to Capital Expenditure, financing costs and the Capital Financing Requirement will be split between the Housing Revenue Account (HRA) and the General Fund.
- 6.3. The Act also requires the Council to set out its Treasury Strategy for borrowing and to prepare an Annual Investment Strategy. This sets out the Council's policies for managing its investments and for giving priority to the security and liquidity of those investments.
- 6.4. The proposed Strategy for 2018/19 in respect of the following aspects of the treasury management function is based upon the Section 151 Officer's view on interest rates, supplemented with leading market forecasts provided by the Council's Treasury Advisor, Link Asset Services (formerly known as Capita Asset Services).
- 6.5. The proposed strategy will focus on the following areas of treasury activity:-
- Treasury limits in force which will limit the treasury risk and activities of the Council.
 - The determination of Prudential and Treasury Indicators.
 - The current treasury position.
 - Prospects for interest rates.
 - Capital borrowing strategy.
 - Policy on borrowing in advance of need.
 - Debt rescheduling.
 - Investment strategy.
 - Capital plans.
 - Creditworthiness policy.
 - Policy on use of external service providers.
 - The MRP strategy.
 - Leasing.
- 6.6. It is a statutory requirement under Section 33 of the Local Government Finance Act 1992, for the Council to produce a balanced budget. In particular, Section 32 requires a local authority to calculate its budget requirement for each financial year to include the revenue costs that flow from capital financing decisions. This therefore means that increases in capital expenditure must be limited to a level whereby increases in charges to revenue from:-
- increases in interest charges caused by increased borrowing to finance additional capital expenditure, and
 - any increase in running costs from new capital projects
- are limited to a level which is affordable within the projected income of the Council for the foreseeable future.

7. Treasury Limits for 2018/19 to 2020/21

- 7.1. It is a statutory requirement under Section 3 of the Local Government Act 2003 and supporting Regulations, for the Council to determine and keep under review how much it can afford to borrow. The amount so determined is termed the "Affordable Borrowing Limit". This authorised limit represents the legislative limit specified in section 3 of the Local Government Act 2003.

- 7.2. The Council must have regard to the Prudential Code when setting the Authorised Limit, which essentially requires it to ensure that total capital investment remains within sustainable limits.
- 7.3. Whilst termed an “Affordable Borrowing Limit”, the capital plans to be considered for inclusion incorporate those planned to be financed by both internal/external borrowing and other forms of liability, such as credit arrangements. The Authorised Borrowing Limit is to be set, on a rolling basis, for the forthcoming financial year and two successive financial years and is the limit which the Council must not breach. All of the other Prudential Indicators are estimates only and can be breached temporarily but this is very rarely the case. If this did happen it would be reported to Members outlining the reasons for this temporary breach.
- 7.4. The Council are asked to approve these Prudential Indicators in Appendix 1.

8. Prudential & Treasury Indicators for 2018/19 to 2020/21

- 8.1. The Prudential Code and CIPFA Code of Practice on Treasury Management require the Council to set a number of Prudential and Treasury Indicators. Following the December 2017 publication of the revised CIPFA Treasury Management Code of Practice, there is no longer a requirement to include the prudential indicator showing the incremental impact on the Council tax / Housing rents of Capital Investment decisions so this has been removed. In addition to the specified indicators, we have set further internal indicators for Treasury Management, regarding lower limits on interest rate exposure for both borrowing and investments.
- 8.2. It should be noted that these indicators should not be used for comparison with indicators from other local authorities. Use of them in this way would be likely to be misleading and counter-productive as other authorities Treasury Management policies and practices vary. The most important indicator is prudential indicator number 4 which specifies the authorised limit which cannot be breached under any circumstances. In the event that this indicator was breached a separate report would be brought to Council.
- 8.3. **Prudential Indicator 1** - The ratio of financing costs indicator shows the trend in the cost of financing capital expenditure as a proportion of the Authority’s net revenue. This indicator also shows the ratio of the HRA financing costs to the HRA net revenue stream.

| Prudential Indicator No. 1 | 2017/18 Estimate | 2018/19 Estimate | 2019/20 Estimate | 2020/21 Estimate |
|---|-------------------------|-------------------------|-------------------------|-------------------------|
| | % | % | % | % |
| Non HRA ratio of financing costs (gross of investment income) to net revenue stream | 9.9 | 12.2 | 11.3 | 9.9 |
| Non HRA ratio of financing costs (net of investment income) to net revenue stream | 9.4 | 11.7 | 10.8 | 9.4 |
| HRA Ratio of financing costs to HRA net revenue stream | 37.4 | 38.0 | 38.4 | 36.9 |

- 8.4. **Prudential Indicator 2** - A key indicator of prudence is that gross external borrowing should not, except in the short term, exceed the capital financing requirement (CFR). The capital financing requirement is the maximum we would

expect to borrow based on the current capital programme. Compliance with the indicator will mean that this limit has not been breached. Gross borrowing includes debt administered on behalf of Telford and Wrekin Council, Magistrates Courts and Probation Service. It also includes the debt transferred from Oswestry Borough Council and North Shropshire District Council on the 1st April 2009. In accordance with the Code the HRA Capital Financing requirement has been calculated separately and has been updated due to the HRA reform which took place on the 28 March 2012. The 2017/18 Non HRA Capital Financing Requirement includes £53.1 million (which represents the gross capital cost of the acquisition of £52.6m net payment plus £0.5m capitalised rental top ups) in relation to the Shrewsbury Shopping Centres.

| Prudential Indicator No. 2 | 2016/17 Actual | 2017/18 Estimate | 2018/19 Estimate | 2019/20 Estimate | 2020/21 Estimate |
|---|-----------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| Net Borrowing & Capital Financing Requirement: | £ m | £ m | £ m | £ m | £ m |
| Non HRA Capital Financing Requirement | 243 | 295 | 307 | 298 | 289 |
| HRA Capital Financing Requirement | 85 | 85 | 85 | 85 | 85 |
| Total CFR | 328 | 380 | 392 | 383 | 374 |
| Gross Borrowing including HRA | 324 | 318 | 312 | 308 | 304 |
| Investments | 152 | 100 | 100 | 100 | 100 |
| Net Borrowing | 172 | 218 | 212 | 208 | 204 |

Prudential Indicator 3 - The estimated capital expenditure has been split between Non HRA and HRA and represents commitments from previous years to complete ongoing schemes, the expenditure arising from the proposed new schemes within the capital programme for 2018/19, and the estimated expenditure for 2019/20 and 2020/21. This indicator also includes details on the financing of capital expenditure. In 2017/18 the net financing need for the year includes £53.1m gross cost invested in the acquisition of units in relation to the Shopping Centres. This has been funded in the short to medium term by the use of cash balances therefore there is no requirement to borrow at the current time but this will be reviewed going forward. The remaining £0.3m relates to approved investment in Leisure Services to upgrade equipment.

| Prudential Indicator No. 3 | 2016/17 Actual | 2017/18 Estimate | 2018/19 Estimate | 2019/20 Estimate | 2020/21 Estimate |
|---|-----------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| | £ m | £ m | £ m | £ m | £ m |
| Non HRA Capital expenditure | 39.8 | 103.1 | 53.2 | 7.5 | 0.7 |
| HRA Capital expenditure | 5.2 | 8.3 | 1.3 | 0.0 | 0.0 |
| Total Capital expenditure | 45.0 | 111.4 | 54.5 | 7.5 | 0.7 |
| Financing of capital expenditure | | | | | |
| Capital receipts | 0.9 | 8.0 | 13.5 | 2.1 | 0.1 |
| Capital grants | 33.1 | 40.0 | 29.0 | 5.4 | 0.6 |
| Other Contributions | 0.8 | 0.7 | 0.2 | 0.0 | 0.0 |
| Major Repairs Allowance | 4.0 | 4.8 | 0.6 | 0.0 | 0.0 |
| Revenue | 6.2 | 4.5 | 3.0 | 0.0 | 0.0 |
| Net financing need for the year | 0.0 | 53.4 | 8.2 | 0.0 | 0.0 |

8.6. **Prudential Indicator 4 which must not be breached** - The authorised limit is the borrowing limit set for Shropshire Council and includes the HRA borrowing. This indicator shows the maximum permitted amount of outstanding debt for all purposes. It includes three components:

1. The maximum amount for capital purposes;
2. The maximum amount for short term borrowing to meet possible temporary revenue shortfalls;
3. The maximum permitted for items other than long term borrowing i.e. PFI & leasing.

| Prudential Indicator No. 4 | 2018/19 | 2019/20 | 2021/22 |
|--|----------------|----------------|----------------|
| | £ m | £ m | £ m |
| External Debt | | | |
| Authorised Limit for External Debt: | | | |
| Borrowing | 457 | 457 | 454 |
| Other long term liabilities | 103 | 107 | 103 |
| Total | 560 | 564 | 557 |

8.7. Separately, the Council is also limited to a maximum HRA debt limit through the HRA self-financing regime. This limit is as follows:

| Prudential Indicator | 2017/18 | 2018/19 | 2019/20 | 2020/21 |
|-----------------------------|----------------|----------------|----------------|----------------|
| | £ m | £ m | £ m | £ m |
| HRA Debt Limit | 96 | 96 | 96 | 96 |
| HRA CFR | 85 | 85 | 85 | 85 |
| HRA Headroom | 11 | 11 | 11 | 11 |

8.8. **Prudential Indicator 5** – The more likely outcome for the level of external debt is shown in the operational boundary which the Council is required to set. This is calculated on the same basis as prudential indicator number 4, however, this is the limit which external debt is not normally expected to exceed.

| Prudential Indicator No. 5 | 2018/19 | 2019/20 | 2020/21 |
|-----------------------------------|----------------|----------------|----------------|
| External Debt | £ m | £ m | £ m |
| Operational Boundary: | | | |
| Borrowing | 407 | 403 | 384 |
| Other long term liabilities | 103 | 107 | 103 |
| Total | 510 | 510 | 487 |

- 8.9. **Prudential Indicator 6** - The estimated external debt is based on the capital programme for 2017/18.

| Prudential Indicator No. 6 | 2016/17 Actual | 2017/18 Estimate |
|-----------------------------------|-----------------------|-------------------------|
| Actual External Debt | £ m | £ m |
| Borrowing | 324 | 318 |
| Other long term liabilities | 107 | 102 |
| Total | 431 | 420 |

- 8.10. **Prudential Indicator 7** - The Prudential Code requires the Council to set interest rate exposure limits for borrowing and investments.

| Prudential Indicator No. 7* | 2018/19 | 2019/20 | 2020/21 |
|---|----------------|----------------|----------------|
| Internal Indicator No. 1 ** | | | 0 |
| Internal Indicator No. 2 ^^ | | | |
| Borrowing Limits | | | |
| | £ m | £ m | £ m |
| Upper Limit for Fixed Interest Rate Exposure * | 457 | 457 | 454 |
| Upper Limit for Variable Interest Rate Exposure ^ | 229 | 229 | 227 |
| Lower Limit for Fixed Interest Rate Exposure ** | 228 | 228 | 227 |
| Lower Limit on Variable Interest Rate Exposure ^^ | 0 | 0 | 0 |

These indicators seek to control the amount of debt exposed to fixed and variable interest rates. Variable rate debt carries the risk of unexpected increases in interest rates and consequently increases in cost. The upper limit for variable rate exposure has been set following advice from Link, however, this limit is never likely to be reached due to authority's objective to have no more than 25% of outstanding debt at variable interest rates.

Upper limit for fixed rate exposure

Calculation:

A maximum of 100% of the Authorised Limit (£457m in 2018/19) exposed to fixed rates is consistent with the Authority's objective to have a long term stable debt portfolio.

Upper limit for variable rate exposure

Calculation:

For efficient management of the debt portfolio it is considered prudent by Link to permit up to 50% (£229m in 2018/19) of the Authorised Limit to be borrowed at variable interest rates.

Lower limit for fixed rate exposure

Calculation:

Upper limit for fixed rate exposure less the maximum permitted borrowing at variable interest rates

Lower limit for variable rate exposure

Calculation:

To be consistent with the Authority's objective to have a long term stable portfolio all of the debt portfolio could be at a fixed rate therefore the lower limit for variable rate exposure should be nil.

| Prudential Indicator No. 8* Internal Indicator No. 3 ** No. 8^ Internal Indicator No. 4 ^^ | 2018/19 | 2019/20 | 2020/21 |
|--|------------|------------|------------|
| Investment Limits | | | |
| | £ m | £ m | £ m |
| Upper Limit for Fixed Interest Rate Exposure * | 220 | 220 | 220 |
| Upper Limit for Variable Interest Rate Exposure ^ | 220 | 220 | 220 |
| Lower Limit for Fixed Interest Rate Exposure ** | 0 | 0 | 0 |
| Lower Limit on Variable Interest Rate Exposure ^^ | 0 | 0 | 0 |

These indicators seek to control the amount of investments exposed to fixed and variable interest rates. Variable rate investments are subject to changes in interest rates, but have a higher degree of liquidity and action can be taken at short notice in response to interest rate changes.

Upper limit for fixed rate exposure

Calculation:

Maximum amount of fixed rate investments in order to maintain a stable investment portfolio.

Upper limit for variable rate exposure

Calculation:

For the purposes of efficient portfolio management in response to interest rate conditions a maximum potential exposure to variable rates of £220m in 2018/19 is recommended.

Lower limit for fixed rate exposure

Calculation:

A lower limit of zero is locally set so as to enable full advantage to be taken of market conditions.

Lower limit for variable rate exposure

Calculation:

A lower limit of zero is locally set so as to enable full advantage to be taken of market conditions.

8.11. **Prudential Indicator 9** - The upper and lower limit for the maturity structure of borrowings is detailed below.

| Prudential Indicator No. 9 | Upper Limit | Lower Limit |
|---|--------------------|--------------------|
| Maturity Structure of Fixed/Variable Rate Borrowing 2018/19* | % | % |
| Under 12 months | 15 | 0 |
| 12 months & within 24 months | 15 | 0 |
| 24 months & within 5 years | 45 | 0 |
| 5 years to 10 years | 75 | 0 |
| 10 years to 20 years | 100 | 0 |
| 20 years to 30 years | 100 | 0 |
| 30 years to 40 years | 100 | 0 |
| 40 years to 50 years | 100 | 0 |
| 50 years and above | 100 | 0 |

- **The internal limit is to have no more than 15% of total outstanding debt maturing in any one financial year. This is to ensure that the risk of having to replace maturing debt at times of high interest rates is controlled.**

8.12. **Prudential Indicator 10** - The Council is required to set maximum levels for investments over 365 days for both the internal treasury team and an external fund manager if appointed.

| Prudential Indicator No. 10 | 2018/19 | 2019/20 | 2020/21 |
|--|----------------|----------------|----------------|
| Investment Limits | | | |
| | £m | £m | £m |
| Upper Limit for Total Principal Sums Invested for over 365 days: | | | |
| Externally Managed (if appointed) | 30 | 30 | 30 |
| Internally Managed | 50 | 50 | 50 |
| Shrewsbury Shopping Centres | 60 | 60 | 60 |

Rationale: The limit for the external cash fund manager has been set at £30 million in the event that an external manager is appointed. The limit for the internal treasury team has been set in order for the authority to potentially take advantage of more stable returns going forward. This includes the lending to date to local housing associations. A separate limit of £60 million is included for the investment in units held within the JPUT for the Shrewsbury Shopping Centres. This limit is higher than the gross capital investment cost of £53.1m as it includes headroom for any future capital investment requirements.

9. Current Treasury Position

9.1. The Council's treasury position at 31 December 2017 is set out below:-

| | |
|--|----------------------|
| Outstanding debt for capital purposes | Actual £m |
| Long-term fixed rate PWLB | 268.8 |
| Long term fixed rate – Market | 49.2 |
| Total | 318.0 |
| | |
| Investments | £m |
| Internally managed - long term (1 Year) | 10.0 |
| - short term cash flow | 148.0 |
| | |
| Total | 158.0 |

10. Prospects for Interest Rates

10.1. The Council retains the services of Link Asset Services as adviser on treasury matters and part of the service provided is to help the Council to formulate a view on interest rates. The following table gives the latest Link central view:-

Link's interest rate forecast as at January 2018

| | Dec-17 | Mar-18 | Jun-18 | Sep-18 | Dec-18 | Mar-19 | Jun-19 | Sep-19 | Dec-19 | Mar-20 | Jun-20 | Sep-20 | Dec-20 | Mar-21 |
|----------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| Bank Rate | 0.50% | 0.50% | 0.50% | 0.50% | 0.75% | 0.75% | 0.75% | 0.75% | 1.00% | 1.00% | 1.00% | 1.25% | 1.25% | 1.25% |
| 5yr PWLB Rate | 1.50% | 1.60% | 1.60% | 1.70% | 1.80% | 1.80% | 1.90% | 1.90% | 2.00% | 2.10% | 2.10% | 2.20% | 2.30% | 2.30% |
| 10yr PWLB View | 2.10% | 2.20% | 2.30% | 2.40% | 2.40% | 2.50% | 2.60% | 2.60% | 2.70% | 2.70% | 2.80% | 2.90% | 2.90% | 3.00% |
| 25yr PWLB View | 2.80% | 2.90% | 3.00% | 3.00% | 3.10% | 3.10% | 3.20% | 3.20% | 3.30% | 3.40% | 3.50% | 3.50% | 3.60% | 3.60% |
| 50yr PWLB Rate | 2.50% | 2.60% | 2.70% | 2.80% | 2.90% | 2.90% | 3.00% | 3.00% | 3.10% | 3.20% | 3.30% | 3.30% | 3.40% | 3.40% |

Link's current interest rate view is that Bank Rate will: -

- remain at its current level of 0.5% until December 2018 when it is expected to rise to 0.75%.
- reach 1.0% by December 2019 and 1.25% by September 2020.

The effect on interest rates for the UK is expected to be as follows:-

Short-term interest rates (investments)

10.2. As expected, the Monetary Policy Committee (MPC) delivered a 0.25% increase in Base rate in November 2017. It is felt that the bank rate will remain at its current level of 0.5% until December 2018 when it is expected to rise to 0.75%. The Bank rate is then expected to rise to 1.0% by December 2019. Interest rate forecasting remains difficult with so many external influences weighing on the UK. Link's Bank Rate forecasts (and MPC decisions) will be liable to further amendment depending on how economic data and developments in financial markets transpire over the next year. Geopolitical developments, especially in the EU, could also have a major impact.

Long-term interest rates (borrowing)

10.3. The 50 year PWLB rate is expected to rise gradually to reach 2.9% by the end of December 2018. It is expected to continue rising gradually to reach 3.4% by the end of December 2020. There is scope for it to move around the central forecast by + or – 0.25%. The 25 year PWLB rate is also expected to rise slightly to reach 3.1% by the end of December 2018 and 3.6% by the end of December 2020. The 10 year PWLB rate is expected to rise gradually to 2.5% by the end of March 2019. Again further gradual rises are expected in 2019/20 & 2020/21. The 5 year PWLB rate is also expected to rise gradually from 1.5% to 1.8% by the end of March 2019 and to 2.3% by the end of December 2020. The PWLB rates and forecasts shown above take into account the 0.2% certainty rate reduction effective as of the 1 November 2012.

11. Borrowing Strategy

- 11.1. The only approved external borrowing requirement for 2018/19 to 2020/21 within the Capital Programme is £8.197m self-financing prudential borrowing. The Council will adopt a pragmatic approach to changing circumstances when considering new borrowing if required in the future. Consideration will be given to the following:-
- i) As long term borrowing rates are expected to be higher than investment rates and look likely to be for the next couple of years or so all new external borrowing may be deferred in order to maximise savings in the short term. The running down of investments also has the added benefit of reducing exposure to interest rate and credit risk. However, in view of the overall forecast for long term borrowing rates to increase over the next few years, consideration will also be given to weighing up the short term advantage of internal borrowing against potential long term costs if the opportunity is missed for taking loans at long term rates which will be higher in future years.
 - ii) Temporary borrowing from the money markets or other local authorities.
 - iii) PWLB variable rate loans for up to 10 years.
 - iv) Long term fixed rate market loans (including loans offered by the Municipal Bond Agency) at rates below PWLB rates for the equivalent maturity period.
 - v) Short term PWLB rates are expected to be cheaper than longer term borrowing therefore borrowing could be undertaken in the under 10 year period early on in the financial year when rates are expected to be at their lowest. This will also have the added benefit of spreading debt maturities away from a concentration in longer dated debt.
 - vi) If it was felt that there was a significant risk in a sharp fall in long and short term rates then long term borrowings will be postponed. If it was felt there was a significant risk of a sharp rise in long and short term rates then the portfolio position would be re-appraised with the likely action that fixed rate funding will be drawn whilst interest rates were still relatively cheap.
- 11.2. Delegated authority is sought for the Section 151 Officer to exercise the borrowing powers contained in the Local Government Act 2003 to manage the debt portfolio.

12. External versus internal borrowing

- 12.1. The Prudential Code requires the Council to explain its policy on gross and net debt. The Council currently has gross debt of £318 million and net debt (after deducting cash balances) of £160 million. The next financial year is expected to see the Bank Rate increase by 0.25% to reach 0.75%. As borrowing rates are expected to be higher than investment rates this would indicate that value could best be obtained by avoiding new external borrowing and using internal cash balances to finance new capital expenditure. The policy of avoiding new borrowing by running down spare cash balances has served well over the last few years. This is referred to as internal borrowing and maximises short term savings.
- 12.2. However, this needs to be carefully reviewed to avoid incurring higher borrowing costs in the future when authorities may not be able to avoid new borrowing to finance capital expenditure and/or the refinancing of maturing debt.
- 12.3. The Council has examined the potential for undertaking early repayment of some external debt in order to reduce the difference between its gross and net debt positions. However, the introduction by the PWLB of significantly lower rates for repayments than for new borrowing means that large premiums would be incurred and such levels of premiums cannot be justified on value for money grounds.
- 12.4. Against this background caution will be adopted with the 2018/19 treasury operations. The Section 151 Officer will monitor the interest rate market and adopt a pragmatic approach to changing circumstances, reporting any decisions to Members at the next available opportunity.

13. Policy on borrowing in advance of need

- 13.1. The Council will not borrow more than or in advance of its needs purely in order to profit from the investment of the extra sums borrowed. Any decision to borrow in advance will be within forward approved Capital Financing Requirement estimates, and will be considered carefully to ensure value for money can be demonstrated and that the Council can ensure the security of such funds.
- 13.2. In determining whether borrowing will be undertaken in advance of need the Council will:-
- Ensure that there is a clear link between the capital programme and maturity profile of the existing debt portfolio which supports the need to take funding in advance of need.
 - Ensure the ongoing revenue liabilities created, and the implications for the future plans and budgets have been considered.
 - Evaluate the economic and market factors that might influence the manner and timing of any decision to borrow.
 - Consider the merits and demerits of alternative forms of funding.
 - Consider the alternative interest rate bases available, the most appropriate periods to fund and repayment profiles to use.
 - Consider the impact of borrowing in advance on temporarily (until required to finance capital expenditure) increasing investment cash balance and the consequent increase in exposure to counterparty risk, and other risks, and the level of such risks given the controls in place to minimise them.

14. Debt Rescheduling

- 14.1. Consideration will be given to the potential for making savings by running down investment balances to repay debt prematurely as short term rates on investments

are likely to be lower than rates currently paid on debt. However, this will need careful consideration in the light of premiums that may be incurred by such a course of action. The proposals for debt rescheduling are a continuation of the existing policy and such transactions will only be undertaken:-

- in order to generate cash savings at minimum risk.
- to help fulfil the strategy set out above.
- in order to enhance the balance of the long term portfolio by amending the maturity profile and/or volatility of the portfolio.

15. Investment Strategy

15.1. The Council is required, under CIPFA's Treasury Management Code of Practice, to formulate an Annual Investment Strategy (Appendix 2). This outlines the Council's approach to:-

- Security of capital
- Creditworthiness policy
- Monitoring of credit ratings
- Specified and Non Specified Investments
- Temporary Investments

15.2. The Council's investment priorities are the security of capital and the liquidity of its investments. The Council will also aim to achieve the optimum return on its investments commensurate with proper levels of security and liquidity.

15.3. The Council are asked to approve the Investment Strategy set out in Appendix 2.

16. Minimum Revenue Provision (MRP) Statement

16.1 The Council is required to pay off an element of the accumulated general fund capital spend each year (the CFR) through a revenue charge (the Minimum Revenue Provision - MRP) although it is also allowed to undertake additional voluntary payments if required. Communities and Local Government (CLG) regulations have been issued which require the full Council to approve an MRP statement in advance of each year. Council are asked to approve the Minimum Revenue Provision Statement set out in Appendix 3.

17. Leasing

17.1. In the past the Council has used operating leases to finance the purchase of vehicles and equipment. The Section 151 Officer will assess the relative merits of operating and finance leases on a case by case basis and enter into the most advantageous. Schools I.T equipment will continue to be internally financed by borrowing against a small fund set against school balances with schools repaying their borrowing over a period of 3 years.

18. Lending to Housing Associations

18.1. As previously approved by full Council, the Council has offered to lend funds to Shropshire Housing Ltd (which incorporates South Shropshire Housing Association and the Meres & Mosses Housing Association) and Severnside Housing at an agreed rate.

18.2. It has been agreed that the interest rate charged will depend on the period over which the loan is to be taken and that it will be linked to the applicable PWLB rate plus an administration fee. It has been agreed to offer to lend up to £10 million to each of these Housing Associations in order to support the building of affordable housing and shared office accommodation in Shropshire. For security purposes, each loan has been secured against existing assets held by or owned by the Housing Association.

18.3. Officers have sought advice from Wragge & Co who have confirmed that the Council has the power to lend funds to Housing Associations under the Housing Act 1996 and have drawn up the legal documentation relating to the loan agreement. To date £9,770,000 has been drawn down by Shropshire Housing Ltd and £10,000,000 by Severnside Housing.

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

Treasury Management Practices

Treasury Strategy 2017/18 (Council 23 February 2017)

Treasury Strategy 2017/18 Mid-Year Review (Council 14 December 2017)

Financial Strategy Report 2018/19 to 2020/21 (Cabinet 14 February 2018)

Shrewsbury Shopping Centres Report (Council 14 December 2017)

Cabinet Member : David Minnery, Portfolio Holder for Finance

Local Member

N/A

Appendices:

1 – Prudential Indicators

2 – Council's Annual Investment Strategy

3 – Minimum Revenue Provision Policy Statement

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Prudential Indicators

| Prudential Indicator | 2017/18 Estimate | 2018/19 Estimate | 2019/20 Estimate | 2020/21 Estimate |
|--|------------------|------------------|------------------|------------------|
| | % | % | % | % |
| Non HRA ratio of financing costs to net revenue stream | 9.9 | 12.2 | 11.3 | 9.9 |
| HRA ratio of financing costs to HRA net revenue stream | 37.4 | 38.0 | 38.4 | 36.9 |

| Prudential Indicator | 2017/18 Estimate | 2018/19 Estimate | 2019/20 Estimate | 2020/21 Estimate |
|---|------------------|------------------|------------------|------------------|
| | % | % | % | % |
| Non HRA ratio of financing costs (net of investment income) to net revenue stream | 9.4 | 11.7 | 10.8 | 9.4 |

| Prudential Indicator | 2016/17 Actual | 2017/18 Estimate | 2018/19 Estimate | 2019/20 Estimate | 2020/21 Estimate |
|---|----------------|------------------|------------------|------------------|------------------|
| | £ m | £ m | £ m | £ m | £ m |
| Net Borrowing & Capital Financing Requirement: | | | | | |
| Non HRA Capital Financing Requirement | 243 | 295 | 307 | 298 | 289 |
| HRA Capital Financing Requirement | 85 | 85 | 85 | 85 | 85 |
| Total CFR | 328 | 380 | 392 | 383 | 374 |
| | | | | | |
| | | | | | |
| Gross Borrowing (including HRA) | 324 | 318 | 312 | 308 | 304 |
| Investments | 152 | 100 | 100 | 100 | 100 |
| Net Borrowing | 172 | 218 | 212 | 208 | 204 |
| | | | | | |

| Prudential Indicator | 2016/17 Actual | 2017/18 Estimate | 2018/19 Estimate | 2019/20 Estimate | 2020/21 Estimate |
|---|----------------|------------------|------------------|------------------|------------------|
| | £ m | £ m | £ m | £ m | £ m |
| Non HRA Capital expenditure | 39.8 | 103.1 | 53.2 | 7.5 | 0.7 |
| HRA Capital expenditure | 5.2 | 8.3 | 1.3 | 0.0 | 0.0 |
| Total Capital expenditure | 45.0 | 111.4 | 54.5 | 7.5 | 0.7 |
| | | | | | |
| Financing of capital expenditure | | | | | |
| Capital receipts | 0.9 | 8.0 | 13.5 | 2.1 | 0.1 |
| Capital grants | 33.1 | 40.0 | 29.0 | 5.4 | 0.6 |
| Other Contributions | 0.8 | 0.7 | 0.2 | 0.0 | 0.0 |
| Major Repairs Allowance | 4.0 | 4.8 | 0.6 | 0.0 | 0.0 |
| Revenue | 6.2 | 4.5 | 3.0 | 0.0 | 0.0 |
| Net financing need for the year | 0.0 | 53.4 | 8.2 | 0.0 | 0.0 |

| Prudential Indicator | 2018/19 | 2019/20 | 2020/21 |
|--|------------|------------|------------|
| External Debt | £ m | £ m | £ m |
| Authorised Limit for External Debt: | | | |
| Borrowing | 457 | 457 | 454 |
| Other long term liabilities (PFI) | 103 | 107 | 103 |
| Total | 560 | 564 | 557 |

| Prudential Indicator | 2017/18 | 2018/19 | 2019/20 | 2020/21 |
|----------------------|---------|---------|---------|---------|
| | £ m | £ m | £ m | £ m |
| HRA Debt Limit | 96 | 96 | 96 | 96 |
| HRA CFR | 85 | 85 | 85 | 85 |
| HRA Headroom | 11 | 11 | 11 | 11 |

| Prudential Indicator | 2018/19 | 2019/20 | 2020/21 |
|-----------------------------------|------------|------------|------------|
| External Debt | £ m | £ m | £ m |
| Operational Boundary: | | | |
| Borrowing | 407 | 403 | 384 |
| Other long term liabilities (PFI) | 103 | 107 | 103 |
| Total | 510 | 510 | 487 |

| Prudential Indicator | 2016/17 Actual | 2017/18 Estimate |
|-----------------------------------|-------------------|---------------------|
| External Debt | £ m | £ m |
| Borrowing | 324 | 318 |
| Other long term liabilities (PFI) | 107 | 102 |
| Total | 431 | 420 |

| Prudential Indicator | 2018/19 | 2019/20 | 2020/21 |
|---|---------|---------|---------|
| Borrowing Limits | £ m | £ m | £ m |
| Upper Limit for Fixed Interest Rate Exposure | 457 | 457 | 454 |
| Upper Limit for Variable Interest Rate Exposure | 229 | 229 | 227 |
| Lower Limit for Fixed Interest Rate Exposure | 228 | 228 | 227 |
| Lower Limit on Variable Interest Rate Exposure | 0 | 0 | 0 |

| Prudential Indicator | 2018/19 | 2019/20 | 2020/21 |
|---|---------|---------|---------|
| Investment Limits | £ m | £ m | £ m |
| Upper Limit for Fixed Interest Rate Exposure | 220 | 220 | 220 |
| Upper Limit for Variable Interest Rate Exposure | 220 | 220 | 220 |
| Lower Limit for Fixed Interest Rate Exposure | 0 | 0 | 0 |
| Lower Limit on Variable Interest Rate Exposure | 0 | 0 | 0 |

| Prudential Indicator | Upper Limit | Lower Limit |
|--|-------------|-------------|
| Maturity Structure of Fixed/Variable Rate Borrowing During 2018/19 ** | % | % |
| Under 12 months | 15 | 0 |
| 12 months & within 24 months | 15 | 0 |
| 24 months & within 5 years | 45 | 0 |
| 5 years & within 10 years | 75 | 0 |
| 10 years & within 20 years | 100 | 0 |
| 20 years & within 30 years | 100 | 0 |
| 30 years & within 40 years | 100 | 0 |
| 40 years & within 50 years | 100 | 0 |
| 50 years and above | 100 | 0 |

**** Internal limit is to have no more than 15% of total outstanding debt maturing in any one financial year.**

| Prudential Indicator | 2018/19 | 2019/20 | 2020/21 |
|--|---------|---------|---------|
| Investment Limits | | | |
| | £m | £m | £m |
| Upper Limit for Total Principal Sums Invested for over 365 days: | | | |
| Externally Managed (if appointed) | 30 | 30 | 30 |
| Internally Managed | 50 | 50 | 50 |
| Shrewsbury Shopping Centres | 60 | 60 | 60 |

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The Council's Annual Investment Strategy

The Council's investment policy has regard to the Communities and Local Government (CLG) Guidance on Local Government Investments and the CIPFA Treasury Management Code of Practice which requires the Council to formulate a strategy each year regarding the investment of its revenue funds and capital receipts. Authorities are required to take the guidance into account under the terms of section 12 of the Local Government Act 2003.

In accordance with the above guidance from the CLG and CIPFA, and in order to minimise the risk to investments, the Council applies minimum acceptable credit criteria in order to generate a list of highly creditworthy counterparties which also enables diversification and thus avoidance of concentration risk. The key ratings used to monitor counterparties are the Short Term and Long Term ratings.

Ratings will not be the sole determinant of the quality of an institution; it is important to continually assess and monitor the financial sector on both a micro and macro basis and in relation to the economic and political environments in which institutions operate. The assessment will also take account of information that reflects the opinion of the markets. To this end the Council will engage with its advisors to maintain a monitor on market pricing such as credit default swaps and overlay that information on top of the credit ratings.

The income and expenditure flow of the Council is such that funds are temporarily available for investment. Under the Annual Investment Strategy the Council may use, for the prudent management of its treasury balances, any of the investments highlighted under the headings of **Specified Investments** and **Non-Specified Investments** as detailed on the attached table (Appendix 2A).

Creditworthiness Policy

The Council uses the creditworthiness service provided by its treasury advisor, Link Asset Services. This service employs a sophisticated modelling approach utilising credit ratings from the three main credit rating agencies Fitch, Moody's and Standard and Poor's. In addition, in line with the Treasury Management Code of Practice, it does not rely solely on the current credit ratings of counterparties but also uses the following overlays:-

- Credit watches and credit outlooks from credit rating agencies.
- Credit Default Swap (CDS) spreads to give an early warning of likely changes in credit ratings.
- Sovereign ratings to select counterparties from only the most creditworthy countries.

This modelling approach combines credit ratings, credit watches and credit outlooks in a weighted scoring system which is then combined with an overlay of CDS spreads for which the end product is a series of colour coded bands which indicate the relative creditworthiness of counterparties. These colour codes are used by the Council to determine the duration of investments and are therefore referred to as durational bands. The Council is satisfied that this service gives the required level of security for its investments. It is also a service which the Council would not be able to replicate using in house resources.

The selection of counterparties with a high level of creditworthiness will be achieved by a selection of institutions down to a minimum durational band with Link's weekly credit list of worldwide potential counterparties. The Council will therefore use counterparties within the following durational bands:-

- Yellow – 5yrs e.g. AAA rated Government debt, UK Gilts, Collateralised Deposits
- Dark Pink – 5 years for Enhanced Money Market Funds with a credit score of 1.25 (Not currently used)
- Light Pink - 5 years for Enhanced Money Market Funds with a credit score of 1.5 (Not currently used)
- Purple - 2yrs (Council currently has maximum of 1 year)
- Blue - 1 year (only applies to nationalised or part nationalised UK Banks)
- Orange - 1 year
- Red - 6 months
- Green – 100 days
- No colour – not to be used

The Link Asset Services creditworthiness service uses ratings from all three agencies and uses a wider array of information than just primary credit ratings to determine creditworthy counterparties. By using this approach and applying it to a risk weighted scoring system, it does not give undue over reliance to just one agency's ratings.

Monitoring of Credit Ratings

All credit ratings will continue to be monitored continuously and formally updated monthly if any changes are required. The Council is alerted to interim changes in ratings from all three agencies by Link Asset Services.

If a counterparty's or investment scheme's rating is downgraded with the result that it no longer meets the Council's minimum criteria, the further use of that counterparty will be withdrawn immediately. If a counterparty is upgraded so that it fulfils the Council's criteria, its inclusion will be considered for approval by the S151 Officer.

In addition to credit ratings the Council will be advised of information in movements in CDS against the iTraxx benchmark and other market data on a daily basis via the Passport website. Extreme market movements may result in the downgrade of an institution or the removal from the Council's lending list.

Sole reliance will not be placed on the use of this external service. In addition the Council will monitor the financial press and also use other market data and information e.g. information on external support for banks.

Country Limits

It is recommended that the Council will only use approved counterparties from countries with a minimum sovereign credit rating of AA- from Fitch Ratings (or equivalent from other agencies). It is recommended that UK institutions continue to be used unless the sovereign credit rating falls below A. Following the problems with Icelandic Banks lending is currently restricted to the UK which currently has a sovereign credit rating of AA- and Sweden which has the highest possible sovereign rating of AAA. The S151 Officer has delegated authority to revert back to placing investments in countries with a minimum sovereign credit rating of AA- in line with Link's revised creditworthiness policy if required.

Security of Capital

The Council's current policy is to not place investments with any Foreign banks. The only exception to this is a call account set up with the Swedish bank, Handelsbanken, but this is a highly credit rated institution and the sovereign rating of Sweden is AAA as stated above. Funds are also repayable immediately if required. Following approval of the S151 Officer, lending to AAA rated Money Market Funds has also recommenced. Lending to other Foreign banks which comply with Link's creditworthiness policy may be considered again but only with the express approval of the S151 Officer.

In addition, in order not to solely rely on an institution's credit ratings there have also been a number of other developments which require separate consideration and approval for use:

Nationalised and Part Nationalised banks in the UK effectively take on the creditworthiness of the Government itself i.e. deposits made with them are effectively being made to the Government. This is because the Government owns significant stakes in the banks and this ownership is set to continue. Link are still supportive of the Council using these institutions with a maximum 12 month duration. For this reason Royal Bank of Scotland (RBS) and National Westminster Bank which are part of the RBS Group are included on the approved counterparty list.

Local Authorities are not credit rated but where the investment is a straightforward cash loan, statute suggests that the credit risk attached to local authorities is an acceptable one (Local Government Act 2003 s13). Local Authorities are therefore included on the approved list.

The total permitted investment in any one organisation at any one time varies with the strength of the individual credit rating. For the highest rated and Part Nationalised Institutions the maximum amount is currently limited to £30m. Any changes to the maximum limit must be approved by the S151 Officer.

CLG Investment Guidance

Guidance from the CLG requires Councils to give priority to the security and portfolio liquidity of investments over yield whilst still aiming to provide good returns. This is in line with the Council's current practice and it is recommended that the policy should be reaffirmed.

The guidance also requires Councils to categorise their investments as either "specified" or "non-specified" investments.

(i) Specified Investments

Specified investments are deemed as "safer" investments and must meet certain conditions, ie they must :-

- be denominated in sterling
- have less than 12 months duration
- not constitute the acquisition of share or loan capital

- either: be invested in the UK government or a local authority
 or a body or investment scheme with a "high" credit quality.

The Council is required to specify its creditworthiness policy and how frequently credit ratings should be monitored. It must also specify the minimum level of such investments.

Of the investments currently authorised by the Council, deposits in the Debt Management Office Account and with other Local Authorities automatically qualify as specified investments as they are of less than 12 months duration and are denominated in sterling.

The classification of the other investments is dependent on the counterparty having high credit quality in line with Link's creditworthiness policy. The Council is alerted to any changes in an institutions credit rating by Link Asset Services.

(ii) Non Specified Investments

These are any investments which do not meet the specified investment criteria outlined above. The Council is required to look at non-specified investments in more detail. It must set out:

- procedures for determining which categories of non-specified investments should be used
- the categories deemed to be prudent
- the maximum amount to be held in each category

The Strategy must also set out procedures for determining the maximum period for committing funds.

It is recommended that the following procedure be adopted for determining which categories of non-specified investments should be used:

- the Cabinet/Council should approve categories on an annual basis
- advice should be provided by the S151 Officer
- priority should be given to security and portfolio liquidity ahead of yield

It is recommended that for specified investments the range of maximum limits is set between £5m and £30m for the internal treasury team. For non specified investments it is recommended that the limit for the internal treasury team should be restricted to £50m of the total investment portfolio (excluding the Shrewsbury Shopping Centre acquisition). Any changes to the maximum limits must be approved by the S151 Officer.

Temporary Investment Strategy

As expected, the Monetary Policy Committee (MPC) delivered a 0.25% increase in Base rate in November 2017. It is felt that the bank rate will remain at its current level of 0.5% until December 2018 when it is expected to rise to 0.75%. The Bank rate is then expected to rise to 1.0% by December 2019. This view is based on the latest forecasts obtained by the Authority's treasury advisor, Link Asset Services.

If an external fund manager is appointed in 2018/19 they would also have to adhere to the authorised specified and non-specified investments on the attached table. They would also have to comply with the Council's Annual Investment Strategy and their agreement must stipulate guidelines and other limits in order to contain and control risk.

The market is continually monitored for opportunities to lock in to higher, longer term rates in order to bring some stability to the returns going forward and add value. However, based on the interest rate assumptions outlined above, we do not expect to lock into longer term deals unless exceptionally attractive rates are available which make longer term deals worthwhile.

For the cash flow generated balances, we will seek to utilise instant access accounts and short dated deposits (1-3 months) in order to benefit from the compounding of interest.

The present strategy is to diversify investments so as to spread risk over a range of investment types and periods and provide the opportunity to enhance returns. Due to the current lending restrictions in place diversification has been somewhat reduced due to the reduction in the number of institutions which we can lend to, however, by taking this course of action the credit risk has been reduced. The portfolio as at 31 December 2017 is set out in paragraph 9.1 of the Treasury Strategy 2018/19 report. . The amount held in investments has reduced by £52.6m following the purchase of units held in a Jersey Property Unit Trust (JPUT) for the acquisition of 100% of the units for the Shrewsbury Shopping Centres on 23 January 2018. Performance of the in-house operation will continue to be monitored on a monthly basis by your officers in conjunction with the treasury advisor.

All investments will continue to be made in accordance with the Local Government Act 2003, and with those institutions on the authorised lending list. The credit status of institutions on the approved list is monitored continuously.

At the end of the financial year, the Council will report on its investment activity as part of its Annual Treasury Report.

Policy on the use of external service providers

The Council currently uses Link Asset Services, as its external treasury management advisers. The Council recognises that the responsibility for treasury management decisions remains with the Council at all times and will ensure that undue reliance is not placed upon our external service providers. The Council also recognises that there is value in employing external providers of treasury management services in order to acquire access to specialist skills and resources. The Council will ensure that the terms of their appointment and the methods by which their value will be assessed are properly agreed and documented and subjected to review.

Scheme of Delegation

Full Council

- Approval of Treasury Strategy.
- Receiving and reviewing reports on treasury management policies, practices and activities including the Annual Treasury Report and Mid-Year Strategy Report.
- Budget consideration and approval

Cabinet

- Receiving & reviewing Treasury Strategy, Mid-Year Strategy Report, Annual Treasury Report and Quarterly Treasury Management Update Reports

Audit Committee

- Reviewing the treasury management policy and procedures and making recommendations to the responsible body.
- Receiving & reviewing Treasury Strategy, Mid Year Report, Annual Treasury Report.

Role of the Section 151 Officer

The role of the S151 Officer in relation to treasury management is as follows:-

- Recommending clauses, treasury management policy/practices for approval, reviewing the same regularly and monitoring compliance.
- Approval of segregation of responsibilities.
- Approval of the Treasury Policy Statement and Treasury Management Practices.
- Submitting regular treasury management policy reports.
- Submitting budgets and budget variations.
- Receiving and reviewing management information reports.
- Reviewing the performance of the treasury management function.
- Ensuring the adequacy of treasury management resources and skills and the effective division of responsibilities within the treasury management function.
- Ensuring the adequacy of internal audit and liaising with external audit.
- Recommending the appointment of external service providers.

The above list of specific responsibilities of the s151 Officer in the 2017 Treasury Management Code has not changed. However, implicit in the changes in both Codes, is a major extension of the functions of this role, especially in respect of non-financial investments:-

- preparation of a capital strategy to include capital expenditure, capital financing, non-financial investments and treasury management, with a long term timeframe (20+ years – to be determined in accordance with local priorities. CIPFA has provided advice that it recognises that it is too late in the current budget round for 2018/19 for many local authorities to produce a capital strategy this year therefore this will be done in 2019/20.)
- ensuring that the capital strategy is prudent, sustainable, affordable and prudent in the long term and provides value for money

Contact: James Walton on (01743) 258915

- ensuring that due diligence has been carried out on all treasury and non-financial investments and is in accordance with the risk appetite of the authority
- ensure that the authority has appropriate legal powers to undertake expenditure on non-financial assets and their financing
- ensuring the proportionality of all investments so that the authority does not undertake a level of investing which exposes the authority to an excessive level of risk compared to its financial resources
- ensuring that an adequate governance process is in place for the approval, monitoring and ongoing risk management of all non-financial investments and long term liabilities
- provision to members of a schedule of all non-treasury investments including material investments in subsidiaries, joint ventures, loans and financial guarantees
- ensuring that members are adequately informed and understand the risk exposures taken on by an authority
- ensuring that the authority has adequate expertise, either in house or externally provided, to carry out the above
- creation of Treasury Management Practices which specifically deal with how non treasury investments will be carried out and managed, to include the following: -
 - *Risk management (TMP1 and schedules), including investment and risk management criteria for any material non-treasury investment portfolios;*
 - *Performance measurement and management (TMP2 and schedules), including methodology and criteria for assessing the performance and success of non-treasury investments;*
 - *Decision making, governance and organisation (TMP5 and schedules), including a statement of the governance requirements for decision making in relation to non-treasury investments; and arrangements to ensure that appropriate professional due diligence is carried out to support decision making;*
 - *Reporting and management information (TMP6 and schedules), including where and how often monitoring reports are taken;*
 - *Training and qualifications (TMP10 and schedules), including how the relevant knowledge and skills in relation to non-treasury investments will be arranged.*

Pension Fund Cash

The Council complies with the requirements of the Local Government Pension Scheme (Management and Investment of Funds) Regulations 2009 and does not pool pension fund cash with its own balances for investment purposes.

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LOCAL GOVERNMENT INVESTMENTS (England)

SPECIFIED INVESTMENTS

All investments listed below must be sterling-denominated.

| Investment | Share/ Loan Capital? | Repayable/ Redeemable within 12 months? | Security / Minimum Credit Criteria | Capital Expenditure? | Circumstance of use | Maximum period |
|--|----------------------|---|--|----------------------|--|----------------|
| Term deposits with the UK government (e.g. DMO Account) or with local authorities (i.e. local authorities as defined under Section 23 of the 2003 Act) with maturities up to 1 year | No | Yes | High security although LAs not credit rated. | No | In-house and by external fund manager | 1 year |
| Term deposits with credit-rated deposit takers (banks and building societies), including callable deposits, with maturities up to 1 year | No | Yes | Yes – Minimum colour band green | No | In-house and by external fund manager | 1 year |
| Certificates of Deposit issued by credit-rated deposit takers (banks and building societies) up to 1 year. <i>Custodial arrangement required prior to purchase</i> | No | Yes | Yes – Minimum colour band green | No | In house buy and hold and External fund managers | 1 year |
| Banks nationalised by high credit rated (sovereign rating) countries – non UK | No | Yes | Minimum Sovereign Rating AA- | No | In house and external fund managers | 1 year |

| Investment | Share/ Loan Capital? | Repayable/ Redeemable within 12 months? | Security / 'High' Credit Rating criteria | Capital Expenditure? | Circumstance of use | Maximum period |
|---|----------------------|---|--|----------------------|---|----------------|
| UK Nationalised & Part Nationalised banks | No | Yes | Yes – Minimum colour band green | No | In House and external managers | 1 year |
| Government guarantee (explicit) on all deposits by high credit rated (sovereign rating) countries | No | Yes | Yes – Minimum Sovereign Rating AA- / UK Sovereign Rating | No | In house and external fund managers | 1 year |
| Bonds issued by multilateral development banks (Euro Sterling Bonds as defined in SI 2004 No 534) Bond issuance issued by a financial institution which is explicitly guaranteed by the UK Government e.g. National Rail | No | Yes | AAA | No | In-House on a buy and hold basis after consultation/advice from Link also for use by External fund manager | 1 year |
| <i>Custodial arrangement required prior to purchase</i> | | | | | | |
| Gilt Funds and Bond Funds (including Ultra-Short Dated Bond Funds) | No | Yes | UK sovereign rating | No | In House and by external fund managers | 1 year |
| Gilts : up to 1 year | No | Yes | Govt-backed UK Sovereign Rating | No | In House on a buy and hold basis and for trading by external fund manager subject to the guidelines and parameters agreed with them | 1 year |
| <i>Custodial arrangement required prior to purchase</i> | | | | | | |

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| Investment | Share/ Loan Capital? | Repayable/ Redeemable within 12 months? | Security / 'High' Credit Rating criteria | Capital Expenditure? | Circumstance of use | Maximum period |
|---|----------------------|---|--|----------------------|--|---|
| Money Market Funds (CNAV), Enhanced Money Market Funds (LVNAV & VNAV) & Government Liquidity Funds (including CCLA Fund) | No | Yes | Yes AAA rated & UK sovereign rating. Enhanced MMFs minimum colour Dark Pink/Light Pink & AAA rated | No | In-house and by external fund managers subject to the guidelines and parameters agreed with them | the period of investment may not be determined at the outset but would be subject to cash flow and liquidity requirements. Deposits are repayable at call. |
| Treasury bills <i>[Government debt security with a maturity less than one year and issued through a competitive bidding process at a discount to par value]</i> Custodial arrangement required prior to purchase | No | Yes | Govt-backed UK Sovereign Rating | No | In House or external fund managers subject to the guidelines and parameters agreed with them | 1 year |

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Monitoring of credit ratings:

All credit ratings will be monitored continuously and formally updated on a monthly basis if required. If a counterparty or investment scheme is downgraded with the result that it no longer meets the Council's minimum credit criteria, the use of that counterparty / investment scheme will be withdrawn.

Any intra-month credit rating downgrade which the Council has identified that affects the Council's pre-set criteria will also be similarly dealt with.

LOCAL GOVERNMENT INVESTMENT (England)

NON-SPECIFIED INVESTMENTS

All investments listed below must be sterling-denominated (with the exception of the WME US dollar account).

| <u>Investment</u> | <u>(A) Why use it?</u> <u>(B) Associated risks?</u> | <u>Share/ Loan Capital?</u> | <u>Repayable/ Redeemable within 12 months?</u> | <u>Security / Minimum credit rating</u> | <u>Capital Expen- diture?</u> | <u>Circumstance of use</u> | <u>Max % of overall investments</u> | <u>Maximum maturity of investment</u> |
|--|---|-------------------------------------|--|---|---------------------------------------|--|---|--|
| Certificates of Deposit with credit rated deposit takers (banks and building societies) with maturities greater than 1 year <i>Custodial arrangement required prior to purchase</i> | (A) tradable more liquid than fixed term deposits (B) (i) 'Market or interest rate risk' : Yield subject to movement during life of CD which could negatively impact on price of the CD. (ii) Although in theory tradable, are relatively illiquid. | No | Yes | UK Sovereign rating | No | In house on a buy and hold basis after consultation/advice from Link & external cash fund manager(s) subject to the guidelines and parameters agreed with them. | 50% | <i>Suggested limit :</i> Average duration in the portfolio not to exceed 5 years |
| Collateralised deposit | Deposits are backed by collateral of AAA rated local authority | No | Yes | UK Sovereign rating | No | In house & External Manager | 25% | <i>5 years</i> |
| UK government gilts with maturities in excess of 1 year <i>Custodial arrangement required prior to purchase</i> | (A)((i) Excellent credit quality. (ii)Very Liquid). (iii) If held to maturity, known yield (rate of return) per annum ~ aids forward planning. (iv) If traded, potential for capital gain through appreciation in value (i.e. sold before maturity) (v) No currency risk (B) (i) 'Market or interest rate risk' : Yield subject to movement during life of sovereign bond which could negatively impact on price of the bond i.e. potential for capital loss. | No | Yes | UK Sovereign rating | NO | In house on a buy & hold basis following advice from Link and for trading by external cash fund manager subject to the guidelines and parameters agreed with them | 50% | <i>Suggested limit :</i> Average duration in the portfolio not to exceed 5 years |

| Investment | (A) Why use it? (B) Associated risks? | Share/ Loan Capital? | Repayable/ Redeemable within 12 months? | Security / Minimum credit rating ** | Capital Expen- diture? | Circumstance of use | Max % of overall investment s | Maximum maturity of investment |
|--|--|----------------------------|--|---|------------------------------|---|--|--|
| Term deposits with UK government, other Local Authorities, and credit rated deposit takers (banks and building societies) including callable deposits with maturities greater than 1 year | (A)(i) Certainty of rate of return over period invested. (ii) No movement in capital value of deposit despite changes in interest rate environment. (B) (i) Illiquid : as a general rule, cannot be traded or repaid prior to maturity. (ii) Return will be lower if interest rates rise after making the investment. (iii) Credit risk : potential for greater deterioration in credit quality over longer period | No | No | Minimum colour band purple | NO | In-House For trading by external cash fund manager subject to the guidelines and parameters agreed with them | £40 million 50% | <i>Suggested limit:</i> 3 years |
| Sovereign bond issues ex UK Government Gilts: any maturity | (A) (i) Excellent credit quality. (ii) Liquid. (iii) If held to maturity, known yield (rate of return) per annum – aids forward planning. (iv) If traded, potential for capital gain through appreciation in value (i.e. sold before maturity) (v) No currency risk (B) (i) “Market or interest rate risk” : Yield subject to movement during life of sovereign bond which could negatively impact on price of the bond i.e. potential for capital loss | No | Yes | AAA | No | For trading by external cash fund manager only subject to the guidelines and parameters agreed with them | 50% | <i>Suggested limit:</i> 5 years |
| Bonds issued by multilateral development banks (Euro-Sterling Bonds) or issued by a financial institution guaranteed by UK government Custodial arrangement required prior to purchase | (A) (i) Excellent credit quality. (ii) Liquid. (iii) If held to maturity, known yield (rate of return) per annum – aids forward planning. (iv) If traded, potential for capital gain through appreciation in value (i.e. sold before maturity) (v) No currency risk (B) (i) “Market or interest rate risk” : Yield subject to movement during life of bond which could negatively impact on price of the bond i.e. potential for capital loss | Yes | Yes | AAA | No | In house on a buy and hold basis after consultation/advice from Link. Also for use by external fund managers | 10% 50% | 5 years |

| Investment | (A) Why use it? (B) Associated risks? | Share/ Loan Capital? | Repayable/ Redeemable within 12 months? | Security / Minimum credit rating ** | Capital Expen- diture? | Circumstance of use | Max % of overall investment s | Maximum maturity of investment |
|---|---|----------------------------|--|--|------------------------------|--|--|--|
| Corporate Bonds & Corporate Bond funds (the use of these investments would constitute capital expenditure although this is currently under review) | (A)(i) Excellent credit quality. (ii) Liquid. (iii) If held to maturity, known yield (rate of return) per annum – aids forward planning. (iv) If traded, potential for capital gain through appreciation in value (i.e. sold before maturity) (v) No currency risk (B)(i) "Market or interest rate risk" : Yield subject to movement during life of sovereign bond which could negatively impact on price of the bond i.e. potential for capital loss | Yes | Yes | Minimum Sovereign rating AA- | Yes | To be used by external fund managers only | 50% | <i>Suggested limit:</i> 5 years |
| Jersey Property Unit Trust (JPUT) | Required to facilitate the acquisition of the Shrewsbury Shopping Centres via a Jersey based Property Unit Trust – required only subject to full Council approval of the acquisition method on 14 th December 2017. | No | No | No Minimum Credit rating – assets held within the fund to undergo annual valuation to determine value of Units within the Trust. | Yes | In House use following specialist technical and legal advice. | £60m | 5 years |
| Pooled property funds including CCLA Local Authorities Property Fund | Enhanced return but increased risk, only to be used following advice from Link | No | Yes | No Minimum Credit rating need to assess underlying assets within fund following advice taken from Link | No | In House Use & External Fund managers following advice from Link | 20% | 5 years |
| Floating Rate notes | (A)(i) Rate of return tied to some measure of current interest rates, so when interest rates are expected to go up they offer protection to investors against such rises (ii) In some circumstances may have access to banks which meet minimum credit criteria but generally don't take small fixed term deposit cash amounts (B)(i) Credit quality : if financial health of issuer deteriorates, investors will demand a greater yield and the price of the bond will fall | Yes | Yes | Minimum Colour band green | No | In House Use & External Fund managers following advice from Link | 10% | 3 years |
| US Dollar Deposits (WME Only) | US dollar account to be utilised as a part of West Mercia Energy prudent management of income and expenditure, ensuring that ongoing US dollar commitments can be hedged, thus extinguishing any adverse risk of | No | Yes | Minimum Colour band green | No | West Mercia Energy Only | N/A | 3 Months |

| | | | | | | | | |
|--|--|--|--|--|--|--|--|--|
| | exposure to movements in the exchange rate and guaranteeing a known cashflow for West Mercia Energy. The account is only to be used for this purpose and not for the purpose of speculative or trading transactions. | | | | | | | |
|--|--|--|--|--|--|--|--|--|

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The Council's Annual Minimum Revenue Provision Statement

Statutory Requirements

The Council is required by statute to set aside a minimum revenue provision (MRP) to repay external debt. The calculation of the minimum revenue provision (MRP) is as per the *Local Authority (Capital Finance and Accounting) (England) (Amendment) Regulations 2008 [SI 2008/414]*. In regulation 28, detailed rules were replaced with a simple duty for an authority to make an amount of MRP which it considers to be "prudent".

The broad aim of a prudent provision is to ensure that debt is repaid over a period that is either reasonably commensurate with that over which the capital expenditure provides benefits, or, in the case of borrowing supported by Government Revenue Support Grant, reasonably commensurate with the period implicit in the determination of that grant. The guidance includes four options (and there are two alternatives under Option three) for the calculation of a prudent provision.

There is no requirement to charge MRP where the Capital Financing Requirement (CFR) is nil or negative at the end of the preceding financial years. There is also no requirement to charge MRP on the Housing Revenue Account share of the CFR.

The legislation recommends that before the start of each financial year the Council prepares a statement of its policy on making MRP in respect of that financial year and submits it to the Full Council for approval.

Policy for calculation of Prudent Provision

The options for the calculation of a Prudent Provision are detailed in appendix 3A to this report. Authorities must always have regard for the guidance and the decision on what is prudent is for the authority to conclude, taking into account detailed local circumstances, including specific project timetables and revenue-earning profiles.

Following a review of the MRP policy from 2016/17 the prudent provision for Supported Borrowing has been calculated on the basis of the expected useful life of the asset on a straight line (equal instalments) basis.

Option 3 (a), asset life method (Unsupported Borrowing)– equal instalment method will continue to be used for unsupported borrowing and specific treatment for PFI Assets and assets held under Finance Leases and long term capital loans.

Supported Borrowing

Up to 2015/16 the regulatory method (Option1) has been used to calculate MRP for debt which is supported by the Government through the RSG system. Following a review of the MRP policy, it was considered that this method of calculation is not the most prudent basis of calculation for the Council. On the basis that it is not in line with the remaining asset life of the assets linked to the borrowing and also not in line with the repayment profile of the Councils existing external debt, resulting in the Council

becoming increasingly over borrowed. This position has arisen due to a change in Government policy, replacing supported borrowing approvals with grant funding, together with the Council currently not proposing to undertake any Prudential (unsupported) borrowing.

The new approach for calculating the MRP for the unsupported borrowing is to link the MRP to the average remaining useful life of the assets it was used to finance. This is in accordance with the general principle of achieving a prudent approach set out in the guidance, that MRP charges should reflect the economic benefit the Council gets from using the asset to deliver services over its useful life. This ensures the Council Tax payers are being charged each year in line with asset usage and prevents current taxpayers meeting the cost of future usage or future Council Tax payers being burdened with “debt” and the costs of that debt, relating to assets that are no longer in use.

An analysis of the average remaining asset life of the assets financed from previous supported borrowing, determined the average remaining life to be around 45 years and this has been used as the basis of calculation. An annuity calculation method was considered, which would result in a lower MRP payments in the early years, but increasing year on year. However, this was not considered to be a prudent approach given uncertainties amount the Council’s future finances and not wishing to burden future Council Tax payers with additional costs. As such, a straight line (equal instalments) calculation basis over 45 years has been used. In the short to medium term this will also put the CFR more in line with the level of external borrowing, reducing any over/under borrowing.

Unsupported Borrowing – Asset Life method

For new borrowing under the Prudential system for which no Government support is being given and is therefore self-financed (unsupported borrowing) the MRP has been calculated in accordance with Option 3 Asset Life Method. Option 3 is to make provision over the estimated life of the asset for which the borrowing is undertaken.

Freehold land cannot properly have a life attributed to it, so for the purposes of Option 3 it should be treated as equal to a maximum of 50 years. But if there is a structure on the land which the authority considers to have a life longer than 50 years, that same life estimate may be used for the land.

To the extent that expenditure is not on the creation of an asset and is of a type that is subject to estimated life periods that are referred to in the guidance, these periods will generally be adopted by the Council. However, the Council reserves the right to determine useful life periods and prudent MRP in exceptional circumstances where the recommendations of the guidance would not be appropriate. For energy efficiency schemes the payback period of scheme is used as the basis for calculating the period over which MRP is calculated.

This method is a straight forward calculation of MRP for unsupported borrowing which calculates MRP based on asset life.

As with option one, provision for debt under Option 3 will normally commence in the financial year following the one in which the expenditure is incurred. But the guidance highlights an important exception to the rule. In the case of a new asset, MRP would not have to be charged until the asset came into service and would begin in the financial year following the one in which the asset became operational. This “MRP holiday” would be perhaps two or three years in the case of major projects, or possibly longer for some complex infrastructure schemes, and could make them more affordable.

The authority can still make voluntary extra provision for MRP in any year.

PFI Assets and assets held under Finance Leases

For assets under on-balance sheet PFI contracts and finance leases, the annual principal payment amount in the PFI or finance lease model is used as the MRP payment amount, with no additional charges above those within the contract.

Long Term Capital Loans

The Council has made available a small number of capital loans to Housing Associations and Village Halls, financed from the Councils balances. The annual repayments of principal amounts are treated as capital receipts and set aside in the Capital Adjustment Account in place of a revenue MRP charge.

Housing Revenue Account MRP

As at 31/03/17 the HRA CFR is £84.6m, this includes the £83.35m transferred to the Council as part of housing self-financing. In managing the HRA debt and considering the HRA business plan there is no mandatory requirement to make provision in the HRA for annual MRP payments. However, the Council will make annual voluntary provision for debt repayment in the HRA based on affordable levels in the HRA against the need for investment and delivering services in the HRA. The annual level of provision will be determined annually as part of the closure of the HRA.

2018/19 Annual MRP Statement

Appendix 3B provides the MRP statement for the 2018/19 financial year.

Capital Receipts set aside

The current regulations, Local Authority (Capital Finance and Accounting) (England) (Amendment) Regulations 2008 [SI 2008/414] state that the minimum revenue provision is calculated using the previous year’s closing Capital Financing Requirement for supported borrowing.

In 2009/10 Shropshire Council got DCLG approval to allow the new council to voluntarily set aside capital receipts as at 1st April 2009 to reduce the CFR and consequently reduce the MRP charge for 2009/10. This approach was discussed with our Treasury Advisors and External Auditors and was approved by Members in a report to Council in December 2009.

As the extent of new borrowing is not subject to any limitation the sum of capital receipts set aside are still available to support capital expenditure in future years. This will increase the CFR to its previous level and the MRP charge in future years will increase, but not beyond the level had the saving not been generated in 2009/10. Thus the saving in MRP is therefore temporary, albeit very helpful to the short-term financial position.

As the full level of capital receipts set aside were not required to finance capital expenditure between 2009/10 and 2016/17, a balance was retained as set aside as at the end of each financial year to enable a further MRP savings in the following financial years. In the 2018/19 MRP Statement it has been assumed all the capital receipts retained as set aside as at 31 March 2017 to reduce the CFR will be offset by an increase in the CFR in 2017/18 from capital expenditure incurred in 2017/18. In the event that the level of capital expenditure in 2017/18 to be financed from the capital receipts set aside is below the level of capital receipts set aside, it is proposed to retain the balance in capital receipts as set aside in order to achieve a further MRP saving in 2018/19. This will be reported for approval as part of the Capital Outturn report 2017/18.

Appendix 3A: Options for Prudent Provision

Option 1: Regulatory Method (Supported borrowing)

MRP is equal to the amount determined in accordance with the former regulations 28 and 29 of the 2003 Regulations, as if they had not been revoked by the 2008 Regulations. For the purposes of that calculation, the Adjustment A should normally continue to have the value attributed to it by the authority in the financial year 2004-05. However, it would be reasonable for authorities to correct any perceived errors in Adjustment A, if the correction would be in their favour.

Option 2: CFR Method (Supported borrowing)

MRP is equal to 4% of the non-housing CFR at the end of the preceding financial year without any adjustment for Adjustment A, or certain other factors which were brought into account under the previous statutory MRP calculation.

Option 3: Asset Life Method (Unsupported borrowing)

Where capital expenditure on an asset is financed wholly or partly by borrowing or credit arrangements, MRP is to be determined by reference to the life of the asset. There are two main methods by which this can be achieved, as described below. Under both variations, authorities may in any year make additional voluntary revenue provision, in which case they may make an appropriate reduction in later years' levels of MRP.

(a) Equal instalment method

MRP is the amount given by the following formula:

$$\frac{A - B}{C}$$

Where:

A is the amount of the capital expenditure in respect of the asset financed by borrowing or credit arrangements

B is the total provision made before the current financial year in respect of that expenditure

C is the inclusive number of financial years from the current year to that in which the estimated life of the asset expires.

For the purpose of the above formula in the initial year of making the MRP the variable "C" should be given the maximum values set out in the following table:

| Expenditure Type | Maximum value of "C" in initial year |
|--|--|
| Expenditure capitalised by virtue of a direction under s16(2)(b) | "C" equals 20 years |
| Regulation 25(1)(a) Expenditure on computer programs | "C" equals the value it would have for computer hardware |
| Regulation 25(1)(b) Loans and grants towards capital expenditure by third parties | "C" equals the estimated life of the assets in relation to which the third party expenditure is incurred |
| Regulation 25(1)(c) Repayment of grants and loans for capital expenditure | "C" equals 25 years, or the period of the loan, if longer |
| Regulation 25(1)(d) | "C" equals 20 years |

| |
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| | |
|--|---|
| Acquisition of share or loan capital | |
| Regulation 25(1)(e) Expenditure on works to assets not owned by the authority | “C” equals the estimated life of the assets |
| Regulation 25(1)(ea) Expenditure on assets for use by others | “C” equals the estimated life of the assets |
| Regulation 25(1)(f) Payment of levy on Large Scale Voluntary Transfers (LSVTs) of dwellings | “C” equals 25 years |

(b) Annuity method

MRP is the principal element for the year of the annuity required to repay over the asset life the amount of capital expenditure financed by borrowing or credit arrangements. The authority should use an appropriate interest rate to calculate the amount. Adjustments to the calculation to take account of repayment by other methods during the repayment period (e.g. by the application of capital receipts) should be made as necessary.

Option 4: Depreciation Method (Unsupported borrowing)

MRP is to be equal to the provision required in accordance with depreciation accounting in respect of the asset on which expenditure has been financed by borrowing or credit arrangements. This should include any amount for impairment chargeable to the Income and Expenditure Account.

For this purpose standard depreciation accounting procedures should be followed, except in the following respects.

- (a) MRP should continue to be made annually until the cumulative amount of such provision is equal to the expenditure originally financed by borrowing or credit arrangements. Thereafter the authority may cease to make MRP.
- (b) On disposal of the asset, the charge should continue in accordance with the depreciation schedule as if the disposal had not taken place. But this does not affect the ability to apply capital receipts or other funding sources at any time to repay all or part of the outstanding debt.
- (c) Where the percentage of the expenditure on the asset financed by borrowing or credit arrangements is less than 100%, MRP should be equal to the same percentage of the provision required under depreciation accounting.

Appendix 3B: Minimum Revenue Provision Statement 2018/19

£

Supported Borrowing – Asset Life (45 years)

General Fund

| | |
|---|-------------|
| Closing CFR 2016/17 | 203,344,713 |
| Proposed use of capital receipts voluntarily set aside to be applied in 2017/18 | 5,300,643 |
| | <hr/> |
| | 208,645,356 |

| | |
|--------------------|--------------------|
| Less LGR (98) Debt | (152,192) |
| | <hr/> |
| | 208,493,164 |

| | |
|--|--------------------|
| Less MRP 2017/18 | (4,650,336) |
| | <hr/> |
| CFR for Supported Borrowing MRP Calculation | 203,842,828 |

| | |
|------------------------|---------|
| Add back LGR (98) Debt | 152,192 |
| | <hr/> |

| | |
|--|--------------------|
| Closing CFR 31/03/18 – Supported Borrowing (GF) | 203,995,020 |
| | <hr/> |

Housing Revenue Account

| | |
|--|-------------------|
| Closing CFR 2016/17 | 84,594,619 |
| Less MRP 2016/17 (none budgeted as per HRA MRP policy) | (0) |
| | <hr/> |
| | 84,594,619 |

| | |
|--|--------------------|
| Closing CFR 31/03/18 – Supported Borrowing (GF&HRA) | 288,589,639 |
| | <hr/> |

Unsupported Supported Borrowing – Asset Life (based on individual assets)

| | |
|---|-------------|
| Unsupported Borrowing brought forward | 19,987,978 |
| Add profiled prudential borrowing 2017/18 | 53,426,595 |
| Less MRP – 2017/18 | (1,155,740) |
| | <hr/> |

| | |
|---|-------------------|
| Closing CFR 31/03/18 – Unsupported Supported Borrowing | 72,258,833 |
| | <hr/> |

| | |
|--|--------------------|
| Closing CFR (GF&HRA) 31/03/18 – Borrowing Requirement | 360,848,472 |
| | <hr/> |

Additional items included:

| | |
|---------------------------|--------------------|
| Village Hall Loans | 297,763 |
| Housing Association Loans | 18,442,160 |
| | <hr/> |
| | 379,588,395 |

Summary MRP

| | |
|--|-----------|
| MRP 2018/19 at 45 year life from 2016/17 | 4,740,531 |
|--|-----------|

| | |
|-------------------|--------|
| LGR (98) Debt MRP | 32,521 |
|-------------------|--------|

| | |
|--------------------------|-----------|
| Prudential Borrowing MRP | 3,491,070 |
|--------------------------|-----------|



Total MRP 2018/19

8,264,122

N.B. The above excludes the CFR and MRP charges in relation to the on-balance sheet PFI schemes and finance leases.



Committee and Date

Council

22 February 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 1st 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 |
| Net Budget Requirement | 206.073 | 208.768 |
| Specific Grants (incl. DSG) (Appendix 1) | 252.701 | 249.502 |
| Other Income | 103.818 | 103.680 |
| Total Gross Income | 562.592 | 561.950 |

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 |
| Total Other Income | 103.818 | 103.680 |

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 |
| Total Fees and Charges | 73.587 | 34.045 | 39.542 | 72.337 | 34.159 | 38.178 |

- 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 |
| Total Non-Discretionary Income | 30.798 | 8.744 | 28.993 | 9.185 |

- 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

Fees and Charges 2018/19 – Cabinet 14 February 2018

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 |
| Total | 252,700,515 | 249,502,281 |

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 |
| Total Fees and Charges | 72.337 | 34.159 | 38.178 |

- 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 & CHARGES

APPENDIX 3

| HOUSING HEALTH | Statutory or Discretionary | Fee for 2017/18 £ | Fee for 2018/19 £ | % Increase | Notes |
|--|----------------------------|--|--|------------------------------------|----------------------|
| TRADING ACCOUNT HOUSING REVENUE ACCOUNT | | | | | Trading |
| <u>HOUSING RENTS (48 week basis)</u> Housing Rents-Increased by Formula rent calculation | | Subject to separate recommendation | Subject to separate recommendation | Subject to separate recommendation | |
| <u>Heating Charges (per week - 48 week basis)</u> | | | | | |
| Greenfields | | 3.85 | 3.97 | 3% | Per week (48 weeks) |
| Sheldon Court | | 12.07 | 12.43 | 3% | Per week (48 weeks) |
| <u>Service Charges (per week - 48 week basis)</u> | | | | | |
| 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) |
| <u>GARAGE RENTS</u> | | | | | |
| 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 |
| <u>COMMUNITY ALARMS</u> | | | | | |
| Leased Service (Council tenants) - service charge set by ST&R Housing | | 45.24 + VAT | 45.24 + VAT | 0% | Charge per quarter |
| <u>Private Customers</u> | | | | | |
| 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) |
| <u>Installation Charge</u> | | | | | |
| Oswestry Charge set by ST&R Housing | | 25.00 | 25.00 | 0% | |
| Bridgnorth Charge set by ST&R Housing | | 25.00 | 25.00 | 0% | |
| <u>Replacement Pendants</u> | | | | | |
| 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% | |
| <u>FURNITURE SCHEME</u> | | | | | |
| 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) |
| <u>GARDEN MAINTENANCE - HRA Properties (48 week basis)</u> | | | | | |
| 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 & CHARGES

APPENDIX 3

| LIBRARIES | Statutory or Discretionary | Fee for 2017/18 | Fee for 2018/19 | % Increase | NOTES |
|---|----------------------------|---|---|------------|---|
| | | £ | £ | | |
| LIBRARY CHARGES | | | | | |
| 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% | |
| Talking Books & Language courses | | | | | |
| 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 | | |
| Computer Use | | | | | |
| | Discretionary | £1.10 for guests, free for library members. | £1.10 for guests, free for library members. | | |
| Printing/Photocopying | | | | | |
| 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% | |
| Fax Services | | | | | |
| 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% | |
| Fines | | | | | |
| 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 |
| Library Cards | | | | | |
| 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 |
| Requests | | | | | |
| 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% | |
| Room Hire | | | | | |
| 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% | |
| Reading Group admin fee: | | | | | |
| 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% | |
| Book Sales | | | | | |
| At local discretion | Discretionary | Variable | Variable | | Dependent on condition of book |
| Filming | | | | | |
| 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. | | |
| Hot Drinks | | | | | |
| Oswestry & Bridgnorth | Discretionary | 0.60 | 0.60 | 0.0% | |
| Deliveries via library vans | | | | | |
| per box | Discretionary | 1.00 | 1.00 | 0.0% | |
| per small package | Discretionary | 0.50 | 0.50 | 0.0% | |

FEES & CHARGES

APPENDIX 3

| WASTE SERVICES | Statutory or Discretionary | Fee for 2017/18 £ | Fee for 2018/19 £ | % Increase | Notes |
|--|----------------------------|----------------------|----------------------|------------|--------------------------|
| WASTE | | | | | |
| Bulky waste charges | | | | | |
| 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% | |
| Other Charges | | | | | |
| Excess Black Bags (max 10) | Discretionary | 48.00 | 50.00 | 4.17% | |
| Second Garden Bin | Discretionary | 65.00 | 65.00 | 0.00% | |
| Liners & Caddies | | | | | |
| Liners | Discretionary | 4.00 | 4.00 | 0.00% | |
| Caddies | Discretionary | 3.50 | 3.50 | 0.00% | |
| Schedule 2 contract rates per fortnightly collection (based on waste type and container size) | | | | | |
| Admin Fee | Discretionary | 40.00 | 40.00 | 0.00% | |
| No Disposal | | | | | |
| Residual Sack (cost per sack) | Discretionary | 36.10 | 38.00 | 5.26% | excludes above admin fee |
| Residual 240 | Discretionary | 82.50 | 86.00 | 4.24% | excludes above admin fee |
| Residual 360 | Discretionary | 115.40 | 120.00 | 3.99% | excludes above admin fee |
| Residual 660 | Discretionary | 197.90 | 206.00 | 4.09% | excludes above admin fee |
| Residual 750 | Discretionary | 208.80 | 217.00 | 3.93% | excludes above admin fee |
| Residual 1100 | Discretionary | 285.90 | 298.00 | 4.23% | excludes above admin fee |
| With Disposal | | | | | |
| Residual Sack (cost per sack) | Discretionary | 48.10 | 50.00 | 3.95% | excludes above admin fee |
| Residual 240 | Discretionary | 137.60 | 144.00 | 4.65% | excludes above admin fee |
| Residual 360 | Discretionary | 195.20 | 203.00 | 4.00% | excludes above admin fee |
| Residual 660 | Discretionary | 343.80 | 358.00 | 4.13% | excludes above admin fee |
| Residual 750 | Discretionary | 379.00 | 395.00 | 4.22% | excludes above admin fee |
| Residual 1100 | Discretionary | 530.70 | 552.00 | 4.01% | excludes above admin fee |
| With or without Disposal | | | | | |
| 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 |
| Annual Schedule 4 collection contract rates (based on waste type and container size) | | | | | |
| With Disposal | | | | | |
| Residual Sack (cost per sack) | Discretionary | 110.00 | 115.00 | 4.55% | excludes above admin fee |
| Residual 240 | Discretionary | 331.10 | 345.00 | 4.20% | excludes above admin fee |
| Residual 360 | Discretionary | 366.00 | 381.00 | 4.10% | excludes above admin fee |
| Residual 660 | Discretionary | 509.40 | 530.00 | 4.04% | excludes above admin fee |
| Residual 1100 | 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 | | | | |
| Types Of Membership - BeActive Card | | | | | | | | | |
| 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 | | |
| Learn to Swim Programme | | | | | | | | | |
| 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 | | | |
| Water Sports | | | | | | | | |
| 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% | |
| Possible Countywide Promotions | | | | | | | | |
| 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 | | | |
| | | All fees individual sites | | | | | | |
| Meole Brace Golf Course | | | | | | | | |
| Annual membership | | | | | | | | |
| 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 | |
| Green Fees 18 Holes | | | | | | | | |
| 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 | |
| Green Fees 12 Holes | | | | | | | | |
| 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 | |
| Temporary Green Fees 18 Holes | | | | | | | | |
| 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% | |
| Temporary Green Fees 12 Holes | | | | | | | | |
| 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% | |
| Winter Tickets | | | | | | | | |
| 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 | |
| Afternoon Special rates | | | | | | | | |
| Afternoon Ticket (After 1pm) | Discretionary | 8.00 | 9.50 | 8.00 | 9.50 | 0.0% | 0.0% | |
| Pitch and Putt (All Times) | | | | | | | | |
| 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 | | | |
| | | Roman Road Sports Centre | | | | | | |
| Peak Period | | | | | | | | |
| 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% | |
| Sports Hall - Party Bookings | | | | | | | | |
| 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% | |
| Courses and Coaching (per person) | | | | | | | | |
| General: | | | | | | | | |
| 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 | |
| Group Activities (per person) | | | | | | | | |
| Aerobics, Keep Fit etc.: | | | | | | | | |
| 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 | |
| Miscellaneous Charges | | | | | | | | |
| 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 | |
| Synthetic Pitch AREA | | | | | | | | |
| Area | | | | | | | | |
| 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% | |

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| 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 | | | | |
| OFF PEAK CHARGE | | | | | | | | | |
| Whole hall | Discretionary | 22.35 | 28.75 | 23.00 | 29.55 | 2.9% | 2.8% | Various sports - if specific area not being used | |
| 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% | | |
| Sports Hall - Party Bookings | | | | | | | | | |
| 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% | | |
| OUTDOOR SPORTS | | | | | | | | | |
| Synthetic Pitch AREA | | | | | | | | | |
| 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% | | |
| Idsall Sports Centre | | | | | | | | | |
| Sports Hall | | | | | | | | | |
| 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% | | |
| Badminton Court | | | | | | | | | |
| 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% | | |
| Cricket Nets | | | | | | | | | |
| 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 | | | |
| Fitness Suite | | | | | | | | |
| 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% | |
| Gymnasium / Small Gym (per 55 minutes) | | | | | | | | |
| 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% | |
| Table Tennis (per 55 minutes) | | | | | | | | |
| 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% | |
| OUTDOOR FACILITIES | | | | | | | | |
| All Weather full pitch (1 hour) | | | | | | | | |
| 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% | |
| All Weather half pitch (1 hour) | | | | | | | | |
| 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% | |
| Netball Court (per 55 minutes) | | | | | | | | |
| 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% | |
| Tennis Court (per 55 minutes) | | | | | | | | |
| 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 & 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 | | | |
| Football Pitches per match | | | | | | | | |
| 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% | |
| Rugby Pitches per match | | | | | | | | |
| 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% | |
| Changing Rooms | | | | | | | | |
| 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% | |
| Room Hire | | | | | | | | |
| Adult per hour | Discretionary | 13.65 | 17.60 | 14.05 | 18.10 | 2.9% | 2.8% | |
| Birthday Parties | | | | | | | | |
| 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% | |
| Classes | | | | | | | | |
| 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% | |
| Equipment Hire | | | | | | | | |
| 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% | |
| Sundries for purchase | | | | | | | | |
| 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% | |
| Membership fees | | | | | | | | |
| 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 | |
| <i>Membership includes; fitness suite & fitness classes during community time</i> | | | | | | | | |
| 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% | |
| <i>Monthly Card includes; fitness suite & fitness classes during community time</i> | | | | | | | | |
| Junior Play & Pay | Discretionary | 1.00 | N/A | 1.00 | N/A | 0.0% | N/A | |

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 | | | |
| Much Wenlock Leisure Centre | | | | | | | | |
| Sports Hall & Gymnasium | | | | | | | | |
| 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% | |
| Equipment Hire | | | | | | | | |
| 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% | |
| Fitness Suite | | | | | | | | |
| 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 | |
| Fitness Classes | | | | | | | | |
| 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 | |
| Changing Rooms | | | | | | | | |
| 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% | |
| POOL FACILITIES | | | | | | | | |
| Public Swimming | | | | | | | | |
| 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 | |
| Swimming - Activity Classes | | | | | | | | |
| 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 | |
| Children's Parties | | | | | | | | |
| 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% | |
| Swimming Pool Hire | | | | | | | | |
| 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 MEMBERS | % Increase NON MEMBERS | Notes |
|--|----------------------------|-----------------|-----------------|-----------------|-----------------|--------------------|------------------------|-------|
| | | MEMBERS | NON MEMBERS | MEMBERS | NON MEMBERS | | | |
| OUTDOOR FACILITIES | | | | | | | | |
| Artificial Turf Pitch (not floodlit) | | | | | | | | |
| 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% | |
| Athletics Track (not floodlit) | | | | | | | | |
| 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% | |
| Multi Use Games Area (floodlit) | | | | | | | | |
| 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% | |
| Football Pitches per match | | | | | | | | |
| 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 MEMBERS | % Increase NON MEMBERS | Notes |
|--|----------------------------|-----------------|-----------------|-----------------|-----------------|--------------------|------------------------|-------|
| | | MEMBERS | NON MEMBERS | MEMBERS | NON MEMBERS | | | |
| INDOOR FACILITIES | | | | | | | | |
| Main Sports Hall | | | | | | | | |
| 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% | |
| Fitness Suite | | | | | | | | |
| 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 | |
| Artificial Turf Pitch (not floodlit) | | | | | | | | |
| 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% | |
| Membership fees | | | | | | | | |
| 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 & 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 & fitness classes during community time</i> | | | | | | | | |
| Junior Play & Pay | Discretionary | 1.00 | 1.00 | 1.00 | 1.00 | 0.0% | 0.0% | |
| SPORTS DEVELOPMENT | | | | | | | | |
| Seven Bridges Road Race | | | | | | | | |
| 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 & CHARGES

APPENDIX 3

| DEVELOPMENT MANAGEMENT | Statutory or Discretionary | Fee for 2017/18 £ | Fee for 2018/19 £ | Increase % | Notes |
|--|----------------------------|--|--|------------|---|
| DEVELOPMENT MANAGEMENT | | | | | |
| PLANNING APPLICATIONS - 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 https://new.shropshire.gov.uk/planning/.../submit-an-application/ |
| BUILDING CONTROL | | | | | |
| | 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 https://new.shropshire.gov.uk/building-control/applications/fees/ |
| Hourly Rates | | | | | |
| Building Control Surveyor (Office hours Monday to Friday 8.00-17:00) | | | 70.00 | | 18.19 is the first year a charge is set. Previously these rates were on request. All rates are plus VAT. |
| 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 | | |
| 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 | | |
| LAND CHARGES - 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. https://new.shropshire.gov.uk/land-charges/land-charges-fees/ |
| STREET NAMING AND NUMBERING | | | | | |
| 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% | |
| PLANNING - OTHER | | | | | |
| Pre planning application advice | | | | | |
| - Category A (Largescale Major) | Discretionary | 1,750.00 | 1,840.00 | 5.1% | |
| - Category B (Smallscale 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 | | https://new.shropshire.gov.uk/planning/.../submit-an-application/ |
| Plan Copying (including copyright fee) | | | | | |
| - Using Planprinter (per copy) | Discretionary | 26.30 | 30.00 | 14.1% | |
| Copying of documents | | | | | |
| - 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% | |
| Tree Preservation Orders | | | | | |
| - Copy of TPO (electronic) | Discretionary | | 15.00 | | New charging basis |
| - Copy of TPO (paper) | Discretionary | | 20.00 | | New charging basis |
| Tree and hedgerow decision notices | | | | | |
| - Copy of tree and hedgerow decision notices: | Discretionary | | 15.00 | | New charge |
| Appeal Statements | | | | | |
| - 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 & CHARGES

APPENDIX 3

| DEVELOPMENT MANAGEMENT | Statutory or Discretionary | Fee for 2017/18 £ | Fee for 2018/19 £ | Increase % | Notes |
|---|----------------------------|----------------------|----------------------|------------|---|
| HISTORIC ENVIRONMENT | | | | | |
| 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) |
| Provision of Countryside Stewardship consultation advice - middle tier responses | | | | | |
| - 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 | | |
| Provision of Countryside Stewardship consultation advice - higher tier responses | | | | | |
| - 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 | | |
| Mapping Services (available for any reason not just Planning related reasons) | | | | | |
| A4 Maps | | | | | |
| 1:500 - Rural and Urban | | | | | |
| - 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% | |
| 1:1250 - Rural and Urban | | | | | |
| - 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% | |
| 1:2500 - Urban | | | | | |
| - 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% | |
| 1:2500 - Rural | | | | | |
| - 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% | |
| A3 Maps | | | | | |
| 1:500 - Rural and Urban | | | | | |
| - 1 Copy | Discretionary | 19.00 | 19.60 | 3.2% | |
| - Extra Copies | Discretionary | 1.40 | 1.50 | 7.1% | |
| 1:1250 - Rural and Urban | | | | | |
| - 1 Copy | Discretionary | 41.40 | 42.70 | 3.1% | |
| - Extra Copies | Discretionary | 1.90 | 2.00 | 5.3% | |
| 1:2500 - Urban | | | | | |
| - 1 Copy | Discretionary | 112.50 | 116.00 | 3.1% | |
| - Extra Copies | Discretionary | 2.60 | 2.70 | 3.8% | |
| 1:2500 - Rural | | | | | |
| - 1 Copy | Discretionary | 46.70 | 48.10 | 3.0% | |
| - Extra Copies | Discretionary | 2.60 | 2.70 | 3.8% | |
| Photocopying Planning Permissions (and other documents requiring research and/or extraction of info) | | | | | |
| - 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

| DEVELOPMENT MANAGEMENT | Statutory or Discretionary | Fee for 2017/18 £ | Fee for 2018/19 £ | Increase % | Notes |
|---|----------------------------|----------------------|----------------------|------------|---|
| POLICY | | | | | |
| Shropshire CIL - Levy Rates per Square Metre:- | | | | | |
| Shrewsbury, the market towns and other key Centres | | | | | |
| Residential Developments (use class C3) excluding affordable housing | Statutory | 47.86 | 49.29 | 3% | Charge applicable to calendar year |
| Rural - Rest of Shropshire | | | | | |
| Residential Developments (use class C3) excluding affordable housing | Statutory | 95.71 | 98.57 | 3% | Charge applicable to calendar year |
| Self-build and Custom House building Register | | | | | |
| 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 | | |
| LOCAL PLAN RELATED | | | | | |
| 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**

| ENVIRONMENTAL MAINTENANCE | Statutory or Discretionary | Fee for 2017/18 | Fee for 2018/19 | Increase % | Notes |
|---|-----------------------------------|----------------------------|----------------------------|-------------------|----------------|
| | | £ | £ | | |
| Alterations to the Highway | | | | | |
| 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 | | |
| Other Charges | | | | | |
| 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 |
| Dog Control | | | | | |
| 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% | |
| Re-Offending Penalty Charge: | | | | | |
| - 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% | |
| ABANDONED VEHICLES | | | | | |
| On road, upright not damaged | | | | | |
| - 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 |
| On road damaged or not upright | | | | | |
| - 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 |
| Off road, upright not damaged | | | | | |
| - 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 |
| Off road damaged or not upright | | | | | |
| - 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 |
|---|----------------------------|---------------------------|---------------------------|------------|--------------------|
| HIGHWAYS | | | | | |
| Licences (per application) | | | | | |
| Charge for road closure:- | | | | | |
| - 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% | |
| S184 - Vehicular Access | | | | | |
| 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 | | |
| 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 | | |
| PUBLIC TRANSPORT | | | | | |
| Operator fee per departure from Bus Station | | | | | |
| -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 | |
|---|----------------------------|----------------------|----------------------|------------|--|--|
| Car Parking Charges (On and Off Street) | | | | | | |
| - 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):- | | | | | | |
| - Charge per hour:- | | | | | | |
| Band 1 Parking | Discretionary | | 2.50 | | Full details of the parking strategy can be found at:- www.shropshire.gov.uk/committee-services/documents/s17612/Parking%20Strategy.pdf | |
| 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 | | | |
| Band 1 | | | | | | |
| Shrewsbury On Street | | | | | | |
| Band 2 | | | | | | |
| Quarry Swimming & Fitness Centre - Shrewsbury Ludlow On-Street (Red Zone) - Bridge Street - Shrewsbury St Austin's - Shrewsbury Raven Meadows - Shrewsbury | | | | | | |
| Band 3 | | | | | | |
| St Julian's Friars - Shrewsbury Castle Street - Ludlow Listley Street North & South - Bridgnorth Sainsbury's - Bridgnorth Festival Square - Oswestry Mereside On-Street - Ellesmere | | | | | | |
| Band 4 | | | | | | |
| Riverside - Bridgnorth Beatrice Street - Oswestry Frankwell Main, Riverside & Quay - Shrewsbury Smithfield - Bridgnorth Ludlow On Street (Blue Zone) - Ludlow Back Lane - Much Wenlock | | | | | | |
| Band 5 | | | | | | |
| 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 | | | | | | |
| Band 6 | | | | | | |
| Innage Lane - Bridgnorth Sewern Street - Bridgnorth Galdeford Zone B - Ludlow Oswald Road - Oswestry Towers Lawn 1 & 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 | | | | | | |
| Band 7 | | | | | | |
| 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 & West - Cleobury Mortimer Corvedale Road - Craven Arms Newington Way - Craven Arms Gatacre - Oswestry Sherrymill Hill - Whitchurch Church Street - Prees | | | | | | |
| 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 & 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 & 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. | | | | | | |
| Carpark 'Lock in Fees':- | | | | | | |
| - 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 & CHARGES

APPENDIX 3

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

FEES & CHARGES

APPENDIX 3

| THEATRE SERVICES | Statutory or Discretionary | Fee for 2017/18 £ | Fee for 2018/19 £ | Increase % | Notes |
|--|----------------------------|----------------------|----------------------|------------|-------|
| THE SQUARE | | | | | |
| Hire Charges | | | | | |
| 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% | |
| Commercial | | | | | |
| 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 & CHARGES

APPENDIX 3

| VISITOR ECONOMY | Statutory or Discretionary | Fee for 2017/18 £ | Fee for 2018/19 £ | % Increase | Notes | |
|--|----------------------------|----------------------|----------------------|------------|--|--|
| VISITOR ECONOMY | | | | | | |
| ACTON SCOTT | | | | | | |
| Admissions | | | | | | |
| 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 | |
| Season Tickets | | | | | | |
| 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% | | |
| Coach Tour Admissions | | | | | | |
| Coach tour passengers | Discretionary | 7.25 | 7.25 | 0.0% | | |
| Tours & Talks | | | | | | |
| Guided (up to 25 people) | Discretionary | 37.00 | 37.00 | 0.0% | | |
| Introductory (up to 55 people) | Discretionary | 50.00 | 50.00 | 0.0% | | |
| Education Visitors | | | | | | |
| Pre-school, Playgroup & Nursery Education Admissions | | | | | | |
| Child | Discretionary | 3.25 | 3.25 | 0.0% | | |
| Adult | Discretionary | 3.25 | 3.25 | 0.0% | | |
| Pre-school, Playgroup & Nursery Education Sessions | | | | | | |
| Various | Discretionary | 55.00 | 55.00 | 0.0% | | |
| Primary Education Admissions | | | | | | |
| Child (with session) | Discretionary | 3.25 | 3.25 | 0.0% | | |
| Child (without session) | Discretionary | 3.25 | 3.25 | 0.0% | | |
| Primary Education Sessions | | | | | | |
| Various | Discretionary | 55.00 | 55.00 | 0.0% | | |
| Secondary Education Admissions | | | | | | |
| Child (with session) | Discretionary | 3.25 | 3.25 | 0.0% | | |
| Child (without session) | Discretionary | 3.25 | 3.25 | 0.0% | | |
| Secondary Education Sessions/Talks | | | | | | |
| Sessions | Discretionary | 55.00 | 55.00 | 0.0% | | |
| Talks/Seminars | Discretionary | 55.00 | 55.00 | 0.0% | | |
| LIMITED FACILITY OPEN DAYS | | | | | | |
| In 'season' | | | | | | |
| - 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 | | |
| Christmas | | | | | | |
| - 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 | | |
| Out of 'season' | | | | | | |
| - 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 | | |
| ROOM HIRE ETC | | | | | | |
| Room | | | | | | |
| 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 & CHARGES

APPENDIX 3

| VISITOR ECONOMY | Statutory or Discretionary | Fee for 2017/18 £ | Fee for 2018/19 £ | % Increase | Notes |
|---|----------------------------|----------------------|----------------------|------------|-------|
| Ludlow Museum Resource Centre | | | | | |
| 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% | |
| MUCH WENLOCK MUSEUM | | | | | |
| Room Hire (Per Hour)) | Discretionary | 10.00 | 10.00 | 0.0% | |
| Room Hire (Per Hour Partner Organisations) | Discretionary | 5.00 | 5.00 | 0.0% | |
| SHREWSBURY CASTLE | | | | | |
| 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% | |
| SHREWSBURY VISITOR INFORMATION CENTRE | | | | | |
| 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 & CHARGES

APPENDIX 3

| VISITOR ECONOMY | Statutory or Discretionary | Fee for 2017/18 £ | Fee for 2018/19 £ | % Increase | Notes |
|---|----------------------------|----------------------|----------------------|------------|-------|
| SHREWSBURY MUSEUM & ART GALLERY | | | | | |
| Admissions | | | | | |
| 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 | | |
| Season Tickets | | | | | |
| 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% | |
| Be Active Season Tickets - Concessions | | | | | |
| 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% | |
| Be Active - non concession | | | | | |
| 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% | |
| Be Active - concession | | | | | |
| 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% | |
| Group Admissions (12 or more) | | | | | |
| 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 | | |
| Pre-school, Playgroup & Nursery Education Sessions | | | | | |
| Various | Discretionary | 80.00 - 250.00 | 80.00 - 250.00 | 0.0% | |
| Primary Education Admissions | | | | | |
| Child (with session) | Discretionary | Free of Charge | N/A | | |
| Child (without session) | Discretionary | 2.00 | 2.00 | 0.0% | |
| Primary Education Sessions | | | | | |
| Various Sessions (1/2/Full Day and Specialist Sessions) | Discretionary | 80.00 - 250.00 | 80.00 - 250.00 | 0.0% | |
| Secondary Education Admissions | | | | | |
| Child (with session) | Discretionary | Free of Charge | N/A | | |
| Child (without session) | Discretionary | 2.00 | 2.00 | 0.0% | |
| Secondary Education Sessions/Talks | | | | | |
| Sessions | Discretionary | 80.00 - 250.00 | 80.00 - 250.00 | 0.0% | |

FEES & 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 | | |
| Room Hire (POA - dependant on numbers) | | | | | |
| 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 | | |
| Admission Packages/Passports | | | | | |
| SM&CA | | | | | |
| 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 & CHARGES

APPENDIX 3

| VISITOR ECONOMY | Statutory or Discretionary | Fee for 2017/18 £ | Fee for 2018/19 £ | % Increase | Notes |
|--|----------------------------|---|---|------------|-----------------------------------|
| Archives and archaeology | | | | | |
| <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 | | |
| Consultancy, room hire | | | | | |
| 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% | |
| Photography permit | | | | | |
| 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 |
| Research/consultancy | | | | | |
| 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 | | |
| Photocopying | | | | | |
| 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% | |
| Microform printouts | | | | | |
| 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 | | |
| Colour | | | | | |
| 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% | |
| Internet printouts | | | | | |
| | Discretionary | 0.20 | 0.20 | 0.0% | |
| Image services | | | | | |
| 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 | | |
| Records Management | | | | | |
| 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 | |
|--|----------------------------|----------------------|----------------------|------------|--|--|
| Bridgnorth Youth Centre | | | | | | |
| <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% | | |
| Ludlow Youth Centre | | | | | | |
| <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% | | |
| Grange Youth Centre | | | | | | |
| <u>Commercial Charges</u> | | | | | | |
| Small Room | Discretionary | 33.66 | - | | No longer council run | |
| Large Room | Discretionary | 52.02 | - | | | |
| <u>Voluntary / Charity Rate</u> | | | | | | |
| Small Room | Discretionary | 21.42 | - | | | |
| Large Room | Discretionary | 30.60 | - | | | |
| Market Drayton Youth Centre | | | | | | |
| <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 | - | | | |
| Coffee bar, Well & Computer room | Discretionary | 52.02 | - | | | |
| Computer room | Discretionary | 21.42 | - | | | |
| Small interview room | Discretionary | 21.42 | - | | | |
| Monkmoor Youth Centre | | | | | | |
| <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 | - | | | |
| Pontesbury Youth Centre | | | | | | |
| <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 | - | | | |
| Sundorne Youth Centre | | | | | | |
| Sports Hall: | | | | | | |
| <u>Off Peak Charges</u> | | | | | | |
| Games Hall | Discretionary | 23.46 | 23.93 | 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 | 15.91 | 16.23 | 2.0% | | |
| <u>Peak Charges</u> | | | | | | |
| Games Hall | Discretionary | 31.11 | 31.73 | 2.0% | | |
| Half Hall Space | Discretionary | 19.58 | 19.97 | 2.0% | | |
| Square Room: | | | | | | |
| Off Peak Charges | Discretionary | 11.88 | 12.12 | 2.0% | | |
| Peak Charges | Discretionary | 15.81 | 15.81 | 0.0% | | |
| Whitchurch Youth Centre | | | | | | |
| <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 |
|--|----------------------------|----------------------|----------------------|------------|-------------------------|
| The Centre, Oswestry | | | | | |
| Commercial Charges | | | | | |
| Main Hall | Discretionary | 38.76 | 39.53 | 2.0% | Maximum Capacity 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% | |
| Charity Rate | | | | | |
| 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**

| FACILITIES MANAGEMENT | Statutory or Discretionary | Fee for 2017/18 | Fee for 2018/19 | Increase % | Notes |
|--|-----------------------------------|------------------------|------------------------|-------------------|--------------|
| | | £ | £ | | |
| Room Hire Charges | | | | | |
| Shirehall Meeting Rooms | | | | | |
| Monday - Friday | | | | | |
| 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% | |
| Saturday | | | | | |
| 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% | |
| Castle View - Oswestry | | | | | |
| Monday - Friday | | | | | |
| 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 & CHARGES

APPENDIX 3

| FACILITIES MANAGEMENT | Statutory or Discretionary | Fee for 2017/18 £ | Fee for 2018/19 £ | Increase % | Notes |
|---|----------------------------|----------------------|----------------------|------------|---------------------|
| Room Hire Charges | | | | | |
| The Lantern | | | | | |
| Charity / Community Rate Monday to Friday - Community Hall 1 | 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 - Community Hall 1 | 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 - Community Hall 1 | 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 - Community Hall 1 | 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 - Community Hall 1 | 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 - Community Hall 1 | 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 - Community Hall 2 | 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 - Community Hall 2 | 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 - Community Hall 2 | 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 - Community Hall 2 | 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 - Community Hall 2 | 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 - Community Hall 2 | 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 - Community Hall 1 & 2 | 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 - Community Hall 1 & 2 | 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 - Community Hall 1 & 2 | 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 - Community Hall 1 & 2 | 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 - Community Hall 1 & 2 | 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 - Community Hall 1 & 2 | 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 - IT Suite | 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 - ITSuite | 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 - IT Suite | 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 - IT Suite | 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 - IT Suite | 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 - IT Suite | 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 - Interview/Meeting Room | 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 - Interview/Meeting Room | 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 - Interview/Meeting Room | 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 - Interview/Meeting Room | 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 - Interview/Meeting Room | 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 - Interview/Meeting Room | 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 - Ground Floor Meeting Room | 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 - Ground Floor Meeting Room | 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 - Ground Floor Meeting Room | 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 - Ground Floor Meeting Room | 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 - Ground Floor Meeting Room | 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 - Ground Floor Meeting Room | 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 - Large Meeting Room | 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 - Large Meeting Room | 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 - Large Meeting Room | 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 - Large Meeting Room | 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 - Large Meeting Room | 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 - Large Meeting Room | 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 - Small Meeting Room | 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 - Small Meeting Room | 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 - Small Meeting Room | 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 - Small Meeting Room | 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 - Small Meeting Room | 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 - Small Meeting Room | 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 - Community Kitchen | 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 - Community Kitchen | 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 - Community Kitchen | 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 - Community Kitchen | 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 - Community Kitchen | 6:00 pm to 11:00 pm | £12.00 | 12.50 | 4.2% | 6:00 pm to 11:00 pm |
| Commercial Rate Saturday & Sunday - Community Kitchen | 9:00 am to 11:00 pm | £13.50 | £14.00 | 3.7% | 9:00 am to 11:00 pm |
| Louise House | | | | | |
| Meeting Rooms 1 & 2 | | | | | |
| 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% | |
| Reception Interview Room | | | | | |
| 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% | |
| IT Suite | | | | | |
| 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% | |
| Computer Use | Discretionary | | | | |
| Physio Suite | | | | | |
| 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 | |
|---|----------------------------|----------------------|----------------------|------------|---|--|
| Testing of portable appliance | | | | | | |
| Attendance Charge | Statutory | 26.00 | 26.00 | 0.0% | | |
| 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% | | |
| Plugtops and Fuses | | | | | | |
| 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% | | |
| Cable Repair | | | | | | |
| Supply & fit 2 core 0.5 (per metre) | Discretionary | 0.15 | 0.15 | 0.0% | Fees & charges maintained at 2017/18 levels | |
| 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% | | |
| Stationery Prices | | | | | | |
| 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% | | |
| Equipment Servicing | | | | | | |
| Microwave leakage & performance tests | Statutory | 14.75 | 14.75 | 0.0% | | |
| Fly killer service (Clean etc) | Discretionary | 17.15 | - | - | | |
| Fly Killer lamp replacement (lamps + starters) | | | | | | |
| 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 & CHARGES

APPENDIX 3

| TRADING STANDARDS & LICENSING | Statutory or Discretionary | Fee for 2017/18 £ | Fee for 2018/19 £ | % Increase | Notes |
|---|----------------------------|----------------------|----------------------|------------|-------|
| LICENSING ACT 2003 | | | | | |
| Personal licences, temporary events and other fees | | | | | |
| 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% | |
| Licensing Exceptionally Large Events | | | | | |
| 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% | |
| Premises Licences and Club Premises Certificates | | | | | |
| No rateable value to £4,300 (Band A) | | | | | |
| Application Fee (Initial/Variation) | Statutory Fee | 100.00 | 100.00 | 0.0% | |
| Annual Fee | Statutory Fee | 70.00 | 70.00 | 0.0% | |
| Rateable value £4,301 - £33,000 (Band B) | | | | | |
| Application Fee (Initial/Variation) | Statutory Fee | 190.00 | 190.00 | 0.0% | |
| Annual Fee | Statutory Fee | 180.00 | 180.00 | 0.0% | |
| Rateable value £33,001 - £87,000 (Band C) | | | | | |
| Application Fee (Initial/Variation) | Statutory Fee | 315.00 | 315.00 | 0.0% | |
| Annual Fee | Statutory Fee | 295.00 | 295.00 | 0.0% | |
| Rateable value £87,001 - £125,000 (Band D) - All premises other than where primary business is the sale of alcohol | | | | | |
| Application Fee (Initial/Variation) | Statutory Fee | 450.00 | 450.00 | 0.0% | |
| Annual Fee | Statutory Fee | 320.00 | 320.00 | 0.0% | |
| Rateable value £125,001 and above (Band E) - All premises other than where primary business is the sale of alcohol | | | | | |
| Application Fee (Initial/Variation) | Statutory Fee | 635.00 | 635.00 | 0.0% | |
| Annual Fee | Statutory Fee | 350.00 | 350.00 | 0.0% | |
| Rateable value £87,001 - £125,000 (Band D) - where primary business is the sale of alcohol | | | | | |
| Application Fee (Initial/Variation) | Statutory Fee | 900.00 | 900.00 | 0.0% | |
| Annual Fee | Statutory Fee | 640.00 | 640.00 | 0.0% | |
| Rateable value £125,001 and above (Band E) - where primary business is the sale of alcohol | | | | | |
| 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 |
|---|----------------------------|-----------------|-----------------|------------|----------------------|
| | | £ | £ | | |
| GAMBLING ACT 2005 | | | | | |
| For all casino premises licences refer to the Gambling Act 2005 Policy Statement 2016 to 2019 paragraphs 36.1 and 36.2 | | | | | |
| GAMBLING ACT 2005 POLICY STATEMENT 2016 TO 2019 PARAGRAPHS 36.1 AND 36.2 | | | | | |
| 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. | | | | | |
| 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. | | | | | |
| 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'. | | | | | |
| Regional Casino Premises Licence | | | | | |
| Fee in respect of other premises | Statutory | 13,100.00 | POA | 0.0% | |
| 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% | |
| Large Casino Premises | | | | | |
| 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% | |
| Small casino premises | | | | | |
| 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% | |
| Bingo premises licence | | | | | |
| 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% | |
| Adult Gaming Centre Premises Licence | | | | | |
| 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% | |
| Betting Premises (track) licence | | | | | |
| 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% | |
| Family Entertainment Centre Premises Licence | | | | | |
| 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% | |
| Betting Premises (other) licence | | | | | |
| 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% | |
| Applicable for all gaming licences | | | | | |
| 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% | |
| Temporary Use of Premises | | | | | |
| Temporary Use Notice | Statutory | | 500.00 | n/a | New charge for 18.19 |
| Replacement of an endorsed copy of a Temporary Use Notice | Statutory | | 25.00 | n/a | New charge for 18.19 |
| Occasional Use Notice | No Charge | No Charge | No Charge | | |
| LOTTERIES | | | | | |
| Lottery - new registration | Statutory Fee | 40.00 | 40.00 | 0.0% | |
| Lottery - renewal of existing registration | Statutory Fee | 20.00 | 20.00 | 0.0% | |
| LICENSED PREMISES GAMING MACHINE PERMITS | | | | | |
| 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 |
|--|----------------------------|----------------------|----------------------|------------|--|
| CLUB GAMING / CLUB MACHINE PERMITS | | | | | |
| 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% | |
| PRIZE GAMING PERMITS | | | | | |
| 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% | |
| UNLICENSED FAMILY ENTERTAINMENT GAMING CENTRE GAMING MACHINE PERMITS | | | | | |
| 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% | |
| ANIMAL LICENCES | | | | | |
| 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. |
| Animal Boarding | | | | | |
| 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. |
| Breeding Establishments for Dogs | | | | | |
| 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. |
| Pet Shops | | | | | |
| 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. |
| Riding Establishments | | | | | |
| 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. |
| Dangerous Animals | | | | | |
| 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. |
| Performing Animals | | | | | |
| 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

| PUBLIC PROTECTION | Statutory or Discretionary | Fee for 2017/18 £ | Fee for 2018/19 £ | % Increase | Notes |
|---|-----------------------------------|------------------------------|--|-------------------|---|
| PUBLIC HEALTH LICENCES | | | | | |
| 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 |
| SCRAP METAL LICENCES | | | | | |
| 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% | |
| TAXI AND PRIVATE HIRE LICENCES | | | | | |
| | | | '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' | | |
| Vehicles | | | | | |
| 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% | |
| Additional administrative charges | | | | | |
| Licence holder transfer/change of details | Discretionary | 24.00 | 24.00 | 0.0% | |
| Drivers | | | | | |
| 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% | |
| Private Hire Operators - 5 Years (Formerly 3 years) - New | | | | | |
| 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% | |
| Private Hire Operators - 5 Years (Formerly 3 years) - Renewal | | | | | |
| 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

| PUBLIC PROTECTION | Statutory or Discretionary | Fee for 2017/18 £ | Fee for 2018/19 £ | % Increase | Notes |
|--|-----------------------------------|------------------------------|------------------------------|-------------------|--------------|
| MISCELLANEOUS LICENCES | | | | | |
| 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% | |
| PLEASURE BOATS AND VESSELS | | | | | |
| Per Annum (plus Marine Inspector's fees) | Discretionary | 168.00 | 168.00 | 0.0% | |
| DISTRIBUTION OF FREE PRINTED MATTER | | | | | |
| 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

| REGULATORY SERVICES | Statutory or Discretionary | Fee for 2017/18 £ | Fee for 2018/19 £ | % Increase | Notes |
|--|-----------------------------------|--------------------------------------|---|-------------------|---|
| POLLUTION PREVENTION AND CONTROL ACT** | | | | | |
| Local Authority Integrated Pollution Prevention and Control Charges | | | | | |
| Application Fee | | | | | |
| 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 | | | | |
| Annual Subsistence Charge | | | | | |
| 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 | | | | | |
| Transfer and Surrender | | | | | |
| 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 | | | |
| Temporary transfer for Mobiles | | | | | |
| First transfer | Statutory Fee | 53.00 | | | |
| Repeat following enforcement or warning | Statutory Fee | 53.00 | | | |
| Substantial Change | | | | | |
| 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 | | | |
| LAPPC mobile plant charges for 2014/15 (Not using simplified permits) | | | | | |
| 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 | | | |
| LA-IPPC charges | | | | | |
| 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 | | | |
| | | | To be updated following Statutory Guidance in March 2018 | | |
| | | | | | 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 & CHARGES

APPENDIX 3

| REGULATORY SERVICES | Statutory or Discretionary | Fee for 2017/18 £ | Fee for 2018/19 £ | % Increase | Notes |
|--|----------------------------|---|---|------------|---|
| GENERAL SERVICES COSTS | | | | | |
| Professional PPO hourly rate | | 67.75 | 68.50 | 1.1% | |
| Support PPO Hourly Rate | | 37.50 | 38.00 | 1.3% | |
| ENVIRONMENTAL HEALTH | | | | | |
| PRIVATE WATER SUPPLIES | | | | | |
| 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% | |
| PRIVATE SECTOR HOUSING | | | | | |
| 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) | | |
| STUDENT ACCOMODATION ACCREDITATION SCHEME | | | | | |
| Inspection of property | Discretionary | £135 | £135 | | Fee payable every 3 years |
| Half day briefing for Landlords | Discretionary | £40 | £40 | | Fee payable every 3 years |
| ENVIRONMENTAL & OTHER INFORMATION | | | | | |
| Pollution Prevention & Control Act/Environmental Protection Act | | | | | |
| - 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% | |
| - Environmental Information Regulations (pollution information) | | | | | |
| - 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% | |
| - Factual Statements | | | | | |
| - Civil Proceedings - re accidents in Retail Premises (plus the cost of any materials) | Discretionary | Traded | 68.50 | | |
| - Food Safety Act 1990 (register copies) | | | | | |
| - 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% | |
| HEALTH CERTIFICATES | | | | | |
| Export Health Certificate | Discretionary | 60.00 | 60.00 | 0.0% | |
| VOLUNTARY SURRENDER | | | | | |
| Voluntary Surrender Certificate (does not include other charges such as disposal) | Discretionary | 62.50 + VAT | 62.50 + VAT | 0.0% | |
| PRIMARY AUTHORITY | | | | | |
| | Discretionary | Bespoke based on hourly rate | Bespoke based on hourly rate | 0.0% | |
| SAFETY AT SPORTSGROUNDS | | | | | |
| | Discretionary | 62.50 per hour | 68.50 per hour | 0.0% | |
| ENVIRONMENTAL HEALTH TRAINING COURSES | | | | | |
| 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 | |
|---|----------------------------|-------------------------------------|-------------------------------------|------------|--|--|
| PEST CONTROL | | | | | | |
| Domestic Premises | | | | | | |
| Within Normal Working Hours | | | | | | |
| 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 | | | | | | |
| Non Domestic Premises | | | | | | |
| Contract Work | Discretionary | POA | POA | | | |
| Non-Contract Work (per hour, plus the cost of any materials) | Discretionary | 58 + VAT | 68.50 + VAT | 18.1% | | |
| TRADING STANDARDS | | | | | | |
| Weights & 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) | | | | | | |
| Up to 15kg | Discretionary | Hourly rate on a case by case basis | Hourly rate on a case by case basis | | | |
| 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 | | | | | |
| Weights & measures: testing liquid fuel | | | | | | |
| Containers Un-subdivided | Discretionary | | | | Hourly rate of £61.30 for a W&M Inspector and £36.75 for a Technical/Support Officer | |
| 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 | | | | | |
| Weights and measures: hiring of equipment | | | | | | |
| 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 | | | | | |
| FIREWORKS AND EXPLOSIVES (Explosives Regulations 2014) | | | | | | |
| 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 | | | | | | |
| 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% | | |
| Renewal of licence to store explosives where a minimum separation distance of greater than 0 metres is prescribed | | | | | | |
| 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% | | |
| Licence to store explosives where no minimum separation distance or a 0 metres minimum separation distance is prescribed | | | | | | |
| 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% | | |
| Renewal of licence to store explosives where no minimum separation distance or a 0 metres minimum separation distance is prescribed | | | | | | |
| 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% | | |
| CIVIL PARKING ENFORCEMENT FINES | | | | | | |
| Higher Level | Statutory Fee | 70.00 | 70.00 | 0.0% | | |
| Lower Level | Statutory Fee | 50.00 | 50.00 | 0.0% | | |
| BLUE BADGE PERMITS | Statutory Fee | 10.00 | 10.00 | 0.0% | | |
| PAVEMENT PERMITS | | | | | | |
| New Application | Statutory Fee | 135.00 | 135.00 | 0.0% | | |
| Renewal | Statutory Fee | 50.00 | 50.00 | 0.0% | | |

FEES & CHARGES

APPENDIX 3

| PUBLIC HEALTH | Statutory or Discretionary | Fee for 2017/18 £ | Fee for 2018/19 £ | Increase % | Notes |
|--|----------------------------|----------------------|----------------------|------------|----------------------------------|
| <u>REGISTRARS</u> | | | | | |
| <u>Civil Weddings / Partnerships at approved venues</u> | | | | | |
| 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% | |
| <u>Reaffirmation of vows & civil naming ceremonies at approved venues</u> | | | | | |
| 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 |
| <u>Reaffirmation of vows & civil naming ceremonies at Registration Office</u> | | | | | |
| 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 |
| <u>Private Citizenship ceremonies</u> | | | | | |
| 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% | |
| <u>Licensing of approved venues</u> | | | | | |
| 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 |
| <u>Copy certificates-issued at registration</u> | | | | | |
| 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 |
| <u>Copy certificates-issued after registration</u> | | | | | |
| 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**

| PUBLIC HEALTH | Statutory or Discretionary | Fee for 2017/18 £ | Fee for 2018/19 £ | Increase % | Notes |
|--|-----------------------------------|------------------------------|------------------------------|-------------------|----------------------------------|
| Copy certificates-issued month or more after registration | | | | | |
| 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 |
| Gold - priority service | | | | | |
| Expediated service charge (including certificate fee) | | | | | |
| Expediated service charge - next day delivery (including certificate fee) | Discretionary | 35.00 | 35.00 | 0.0% | Proposed Fee for 2019-20 - £35 |
| Silver - premium service | | | | | |
| Recorded delivery (including certificate fee) | Discretionary | 16.50 | 16.50 | 0.0% | Proposed Fee for 2019-20 - £16.5 |
| Bronze - standard service | | | | | |
| 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 |
| Registration of birth | | | | | |
| 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 |
| Registration of death | | | | | |
| 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 |
| Rehearsals | | | | | |
| 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 |
| Personalisation of Wedding Vows | | | | | |
| 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 |
|--|----------------------------|--|--|------------|-------------------------------------|
| HUMAN RESOURCES & DEV | | | | | |
| 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 | | |
| SAFETY | | | | | |
| Managing Safely | Discretionary | 300 (internal), 350.00 (external) | 300 (internal), 350.00 (external) | 0.0% | |
| First Aid & Occupational Health | | | | | |
| 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 |
| Provision of Health Surveillance (price per appointment) | | | | | |
| 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 |
| Courses | | | | | |
| 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 |
|--|----------------------------|---|---|------------|-------|
| LEGAL FEES | | | | | |
| 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% | |
| Education Appeals (There are further charges for each appeal whc) | | | | | |
| 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% | |
| Exclusion Appeals | | | | | |
| 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% | |
| ELECTORIAL REGISTRATION | | | | | |
| Sale of Full or Edited Register of Electors | | | | | |
| 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% | |
| Sale of Full list of Overseas Electors | | | | | |
| 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% | |
| Elections Charges to Parish and Town Councils | | | | | |
| 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 |
|--|----------------------------|----------------------|---|------------|--------------------|
| SHIRE SERVICES | | | | | |
| Cleaning | | | | | |
| Average charge per hour | Discretionary | 13.61 | To be determined in 2018/19 to ensure a break-even level. | | Trading Trading |
| Catering | | | | | |
| 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 | | | |
|--|----------------------------|--|----------------------|------------|--|--|--|--|
| MUSIC SERVICE (Charges Based on Academic Year) | | | | | | | | |
| Bought In | | | | | | | | |
| 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 | | | | | | |
| Remissions | | | | | | | | |
| 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 | | | | | | |
| School of Music | | | | | | | | |
| 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 | | | | | | |
| Special Double Bass Lessons | | | | | | | | |
| Term 1 (per hour) | Discretionary | Free + free instrument | } | | | | | |
| Term 2 & 3 (per hour) | Discretionary | Haf price (BI rate) + free instrument | | | | | | |
| Continuation from Whole Class (Groups of 6 or more in half an hour) | | | | | | | | |
| Year 1 (per hour) | Discretionary | 45.50 + free instrument | | | | | | |
| Festivals and Workshops - Charges to Schools | | | | | | | | |
| 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 | | | | | | | |
| Instrument Hire | | | | | | | | |
| 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 | | | | | | |
| Popular - bassoon, double bass, euphonium, french horn, tuba, tenor horn, viola, oboe, Other - cello, clarinet, cornet, flute, trombone, trumpet, snare drum, saxophone, harp | | | | | | | | |
| SPECIAL EDUCATION | | | | | | | | |
| EWO Penalty Charges | | | | | | | | |
| - Per pupil (if paid within 21 days) | Statutory | £60 | } | | The SI prescribing these charges will not be issued until early 18/19 | | | |
| - Per pupil (if paid within 22 - 28 days) | Statutory | £120 | | | | | | |
| Home to School / College Transport Charges (Charges Based on Academic Year) | | | | | | | | |
| Post 16 | | | | | | | | |
| Post 16 Contribution Scheme | Discretionary | See below | } | | 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 | | | | | | |
| Temporary Seats Payment Scheme | | | | | | | | |
| Temporary Seats Payment Scheme | Discretionary | See below | | | See below | | | |
| In Catchment Pupils (Full Term) | | | | | | | | |
| 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 | | | | | | |
| Out of Catchment Pupils (Full Term) | | | | | | | | |
| 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 |
|--|----------------------------|---|---|------------|--|
| Home Point | | | | | |
| Advertising charges to Housing Associations for vacant properties on the Homepoint website | Discretionary | £70.00 | £70.00 | 0% | |
| Housing Options | | | | | |
| | | 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 | | |
| Temporary Accommodation (52 week basis) | | | | | |
| 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 | |
|--|----------------------------|--|--|--|--|-------|
| Day Care Related Charges: | | | | | | |
| Transport Daily Charges | | | | | | |
| 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% | | |
| Day Centre Attendance Charge per day (includes refreshments and some activities) | | | | | | |
| Older People | | | | | | |
| 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 | |
| Learning Disabilities | | | | | | |
| 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 | |
| Hydrotherapy charges (based on hirers using their own staff) | | | | | | |
| 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% | | |
| Residential Related Charges: | | | | | | |
| Older People | | | | | | |
| 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 | | | |
| COURT OF PROTECTION CLIENT PROPERTY CHARGES | | | | | | |
| 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 | | | | | |
| COMMUNITY SERVICES JOINT TRAINING COURSES | | | | | | |
| - 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 2nd April 2018.

Affordable rents for 2018/19 are reduced by 1% from 2nd 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 8th 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).

Council
22 February 2018

MEMBER QUESTIONS

QUESTION 1

COUNCILLOR ROY ALDCROFT will ask the following question to the Portfolio Holder for Highways and Transport

“Would Shropshire Council agree that the proposal from HS2 to route construction traffic through the village of Woore would have an appalling effect on the village. The suggestion that 500 trucks per day could pass through the village during the construction phase of the HS2 project would have a severe effect on the environment and fabric of the village. It would also cause congestion with existing commuter traffic.

Would the Council write to HS2 , recognising the benefits of the HS2 project to the area but urging them to reconsider this route and consider the alternatives proposed by the Action Group and Woore Parish. “

COUNCILLOR STEVE DAVENPORT the Portfolio Holder for Highways and Transport will reply:

Shropshire Council has engaged fully with HS2 and Woore Parish Council to date as part of the current HS2 Hybrid Bill. This was deposited into Parliament on the 18th July 2017. A consultation, through the DfT is now running until the 30th September 2018. It is understood that the local community and the Parish Council have both made representations as part of this consultation, and that all relevant historical information relating to Council Highways traffic schemes in Woore has been shared with the Parish Council in support of this.

HS2 has met with Shropshire Council (28th April 2017), and also met with Woore Parish Council and Shropshire Council on 14th November 2017, along with Owen Paterson MP. Shropshire Council and the Parish Councils engagement with HS2 is ongoing.

Shropshire Councils priority remains the removal, or minimising the impact, of the HS2 construction phase on Shropshire’s roads and communities. As such, it has consistently advocated the consideration of access routes by HS2 that would ensure this, in line with the Parish Councils position, and the request made within the Members question.

On the completion of the current Bill consultation, Shropshire Council has undertaken to continue to work with local communities and HS2 in order to effectively manage any mitigation measures required on publication of HS2s preferred access option. At this time, it is understood that more detailed information on local traffic levels and the requirements for local highway enhancements will be made available.

It is also understood from HS2 that any works to facilitate construction access are likely to occur in the first quarter of 2021. The highway modifications are proposed to be temporary at the outset, and the detailed design of any highway modifications are to be approved by Shropshire Council before construction. If it is considered that any modifications would be beneficial to local communities in the longer term, they could also be retained beyond the construction phase.

QUESTION 2

COUNCILLOR JULIAN DEAN will ask the following question to the Portfolio Holder for Highways and Transport.

“Widespread disruption and injuries, caused by the snowfall, over the weekend of the 8th and 9th December 2017 were experienced by those we serve. Many required hospital treatment for fractures from slipping on untreated surfaces. The Saturday after the snow event saw a street market in the square, but the area did not seem to have been treated or cleared to make it safe for shoppers and traders.

From listening to the concerns of my constituents, and from reading the local media, it is clear that there are serious questions the Council must answer.

What plans were in place to treat pavements, and thereby provide a necessary service to pedestrians that was provided to other road users?

Is the Council satisfied with its performance and execution of its Winter Service Plan with respect to the treatment of, and subsequent condition of, primary roads?

What feedback have you had concerning Emergency Service vehicle access to the Town Centre during this period? Was access compromised and if so for how long?

What, if any, failings in the plan were experienced?

Was this winter event considered within the Council's Winter Service Plan? If not, why not?

What advice from the Met Office was taken when developing the plan?

Winter weather is unpredictable and weather patterns are changing. Is this fact being considered with the Council's Winter Service Plan? If so, how?

What can I tell my constituents, some of whom were injured by slipping on untreated surfaces, about how we dealt with this event and what lessons have been drawn for the future?

Many people want to help treat and clear paths but the advice from Central Government is considered by many as being too vague. Will the Council consider publishing clear advice on how the public can engage and help to treat and clear footpaths? ‘

COUNCILLOR STEVE DAVENPORT the Portfolio Holder for Highways and Transport will reply:

THIS REPLY WILL FOLLOW

QUESTION 3

COUNCILLOR DAVID TURNER will ask the following question to the Portfolio Holder for Health and Adult Social Care

The death of two men in their thirties in Much Wenlock in the past two months came a shock to the community, and their families will clearly never overcome their sense of loss.

Inquests have yet to take place on these and another death at Admaston since Christmas. It would therefore be inappropriate to comment further on them here. However, widely reported cases of Shropshire men in their thirties taking their own lives at Chorley in June 2016, and at Hungerford in December of the same year, serve to highlight that suicide is now the leading – and increasing – cause of premature mortality in men younger than 50. There are a number of occupations where the incidence of suicide is high, and one is farming. This is important in Shropshire which is a predominantly rural county and one where farming is a significant activity.

In recent years suicide prevention campaigns have focused on men, who apparently still have a much higher rate than women in all age groups and are more than three times more likely to die by suicide than women. Nonetheless, recent global reports reveal suicide has overtaken maternal mortality as the biggest killer of young women.

Mental Health Services must have adequate risk assessments in place and procedures so that, wherever possible, the risk of suicide is minimised. Whilst we need to understand that men, in particular, who are intent on ending their lives will do just that regardless of what safeguarding procedures are in place. In Shropshire it's important that those with mental health problems, and their families, know how to access support.

Would the Portfolio Holder articulate the measures that are in place locally to provide support and intervention in order that individuals can get their lives back onto an even keel, and so that families do not have to suffer the anguish that has afflicted too many in South Shropshire the last couple of years?

COUNCILLOR LEE CHAPMAN the Portfolio Holder for Health and Adult Social Care will reply:

We recognise that suicide is preventable and that suicide prevention should be everybody's business. Shropshire Council has much to offer in progressing this

agenda which has included the further strengthening of local partnerships in order to draw on the expertise of partners from the public and third sectors.

Although we still have much to do, the progress achieved over the past 18 months has provided a positive infrastructure in order to focus resources targeting the most vulnerable people within our communities and to complement work already being undertaken to improve mental health and wellbeing across Shropshire.

The local measures and progress to provide support and intervention for those at risk/affected by suicide are summarised below.

i). Dedicated Suicide Prevention Network of partner organisations

A pan Shropshire and Telford Suicide Prevention Network was formed in September 2016 at an initial consultation workshop which sought to identify how services and communities could best work together to prevent suicide through early identification of risk, referral to services which could best address individual needs and support people who have been affected by a suicide death.

The Network consists of a wide range of stakeholders with either a direct role in preventing suicide and/or self-harm, supporting people in crisis or those who have an interest in supporting this agenda. The Network currently includes representatives from across health, the Mental Health Trust, both local authorities, blue light services, police, criminal justice, British Transport, voluntary and community organisations.

The role of the Shropshire and Telford Suicide Prevention Network is to share learning/good practice and to strengthen links between the various organisations that are most likely to encounter some of our most vulnerable residents. The group formally meets once a year to share learning and update on progress. At the last annual meeting in September 2017, Network delegates participated in a workshop exercise to identify the range of formal/informal services and community assets which could be better utilised to prevent suicide and self-harm and ensure those at greatest risk are identified and supported at an earlier stage.

We have also recently starting working with Philip Dunne MP to design an event in South Shropshire to raise awareness of suicide risk, promote the range of emotional wellbeing services and provide guidance on how to identify someone at risk of suicide and how to intervene.

ii). Shropshire and Telford Joint All Age Suicide Prevention Strategy

Following the first Suicide Prevention Network workshop in 2016, a Shropshire and Telford Joint All Age Suicide Prevention Strategy was produced by a steering group represented by members from the Network. The Strategy was informed from a combination of discussions from the workshop, local/national data, national guidance and qualitative feedback from Mental Health service users. The aims of the Suicide Prevention Strategy are to;

- Raise awareness of suicide risk,
- Encourage more people to talk about self-harm
- Provide those who have a public facing role to have confidence in signposting people
- Complement and expand work already being undertaken to prevent suicide and self-harm.

The Joint Strategy was officially launched at the September 2017 Suicide Prevention Network Annual meeting (which coincided with World Suicide Prevention Day) and was publicised locally via the Shropshire Council communications team.

Further work is currently underway to design a formal media strategy across partner organisations to reduce stigma associated with suicide and self-harm, raise awareness of support available and co-ordinate with national and local campaigns which can support this agenda (such as World Mental Health).

An electronic copy of the Suicide Prevention Strategy is available on the Shropshire Together Partnership website as well as through many partner sites.

- Direct Link: www.shropshiretogether.org.uk/wp-content/uploads/2013/11/Shropshire-and-Telford-and-Wrekin-Suicide-Prevention-Strategy.pdf
- Shropshire Together Mental Health front page: www.shropshiretogether.org.uk/mental-health/

iii). Shropshire Suicide Prevention Action Group

A Shropshire specific Action Group was also formed during 2017 which is Chaired by a Shropshire Council Public Health representative and with a Vice Chair from Shrewsbury Samaritans. The role for this Action Group has been to identify the Shropshire specific actions required to achieve the ambitions set out in the Strategy and provide momentum to make suicide prevention everyone's business.

The Action Plan has been designed via consultation with Shropshire stakeholders from the Suicide Prevention Network and included an audit of Coroner recorded deaths of suicide and possible suicide. This has helped to identify which groups within Shropshire are at greatest risk of suicide based on recent trends and characteristics which along with the national findings, has provided a more focused target population.

Although there is still much to do, the infrastructure for taking forward the Action Plan is now in place. Operational sub groups of the Action Group have recently been established to progress the key Action work streams, which are summarised below:

- Communications and Media
- Access to support, prevention and care plans

- Using information and data
- Self-harm
- Engaging post suicide
- Training

QUESTION 4

COUNCILLOR PAM MOSELEY will ask the following question to the Portfolio Holder for Health and Adult Social Care

A 2010 Shropshire Council/NHS report (Strategy for Preventive Services in Shropshire 2010-2015) stated that “There is growing evidence that a well-structured programme of prevention and intervention services can improve quality of life for individuals and lead to reduced reliance on high cost services, enhancing and improving health and wellbeing, whilst delivering long term value for money.”

In short, preventative services will make life better for people and save the Council money in the long term.

In the Council’s Financial Strategy 2018/19 to 2022/23, a £500,000 reduction in spend on Adult Social Care Preventative Services is identified for 2018/19 as “permanent savings that may be reversible”, with the possibility of the funding being reversed in 2020/21 should the Council’s financial position be improved.

Can the portfolio holder please explain which elements of preventative services will be affected by this £500,000 cut to the budget?

COUNCILLOR LEE CHAPMAN the Portfolio Holder for Health and Adult Social Care will reply:

The £500,000 identified in the financial strategy is an accounting projection and forms part of a 3 year financial plan that utilises the additional Better Care Funding we receive to best effect. It will be replaced in subsequent years.

QUESTION 5

COUNCILLOR ALAN MOSLEY will ask the following question to the Leader and the Portfolio Holder for Corporate Support

The purchase of the three shopping centres and other land in the town centre, has been heavily criticised as being a foolhardy and extremely risky venture. These views have been enhanced by the lack of any consultation and scrutiny prior to the decision being taken behind closed doors.

Therefore, will the Leader and the Portfolio Holder please state:

- The arrangements which have been put in place to ensure that there is adequate governance, high quality management and rigorous scrutiny of business strategy, plans and performance.
- What estimates have been envisaged for repairs, maintenance and refurbishment of the shopping centres?
- Are there any contingency plans for dealing with the impact of any further decline in traditional retail trading?
- What have been the total costs of the use of consultants in providing information, advice and acting on behalf of the Council throughout all stages of the purchase and what future costs are envisaged in using consultants?
- Whether he can give a categorical assurance that the trusts relating to the properties which are currently registered in Jersey will be transferred to the mainland and when will this commence.

COUNCILLOR PETER NUTTING the Leader and **COUNCILLOR STEVE CHARMLEY** Portfolio Holder for Corporate Support will reply:

- *The arrangements which have been put in place to ensure that there is adequate governance, high quality management and rigorous scrutiny of business strategy, plans and performance.*

Through the process of acquisition the decision was taken to acquire the beneficial interest in the shopping centres through the purchase of the units in the existing trusts. Therefore the Council has taken on the existing structure and governance through a Jersey Property Unit Trust. Through robust procurement from a central government framework a national and well respected property and asset manager has been appointed by the Trust to take on the ongoing management of the assets. This ownership structure of the centres has been successful in the past and has been mirrored to start the Council's tenure. The property manager Montagu Evans, one of the national top 10 managers of shopping centres and who currently manage 40 shopping centres nationwide, have been appointed by the trustees on the recommendation of the Council.

The Council's internal and strategic governance has been developed following a significant process of due diligence involving meetings with other Council's with similar asset holdings, internal and external workshops, risk management sessions together with professional advice from a number of different organisations.

The short to medium term management of the centres will be covered by a detailed business plan which will be agreed with the Council. This will set out the plans for the future success of the centres and will be regularly reviewed, reported on and updated annually.

- *What estimates have been envisaged for repairs, maintenance and refurbishment of the shopping centres?*

Refurbishment costs in addition to the usual maintenance costs have been considered in detail during the due diligence process and are covered by the Planned Maintenance Programme. The costs are recovered through the service charge; allowances have been made for the following areas: Mid Level and Pride Hill with a continued refurbishment programme, together with capital expenditure associated with tenant fit out across a number of specific units. Detailed financial information on allowances is confidential at this time as it is commercially sensitive.

- *Are there any contingency plans for dealing with the impact of any further decline in traditional retail trading?*

The Council are currently considering a long term plan to combine Pride Hill and Darwin with a mixed use development at Riverside. This links to the wider Economic Growth Strategy and Shrewsbury Big Town plan. Through a combined control of items such as town branding and identity; car parking (quality, pricing etc); public realm; a greater range of non-retail uses (potentially a leisure attraction and residential development) then the Council strongly believes that the Pride Hill and Darwin have a long term future within the town.

It is predicted that Darwin will become the focus of future mid-market and aspirational retail. Primark, and the mid mall refurbishment are key to this.

The role of Pride Hill is different. The Upper level works well and can be further enhanced and Wilkos moving into the lower level will be a catalyst for change in that area. We will be focusing on improving mid level and looking at uses, not simply retail.

Riverside will be a catalyst of creating an urban development form that is aligned to the character of Shrewsbury with a development that connects to the River.

- *What have been the total costs of the use of consultants in providing information, advice and acting on behalf of the Council throughout all stages of the purchase and what future costs are envisaged in using consultants?*

The total expenditure for consultants who have been engaged to support the acquisition process, including specialist property and asset advisors, specialist legal advisors and specialist financial advisors is currently forecast to be £544,000 which is within the amount approved by cabinet to support the acquisition process.

Although the appointments have been made, The Trusts are currently in the process of finalising the contracts for property management and asset management services and therefore the total amounts can be confirmed in due course but are within the financial modelling which took place to support the acquisition process.

- *Whether he can give a categorical assurance that the trusts relating to the properties which are currently registered in Jersey will be transferred to the mainland and when will this commence.*

The Council has not yet made any formal decision on transferring the assets back to the mainland although that is the intention. This option is currently being considered in detail and a report will be brought to a future cabinet and council meeting for decision.

QUESTION 6

COUNCILLOR ANDY BODDINGTON will ask the following question to the Portfolio Holder for Planning and Regulatory Services

What analysis has the Council made of the impact the China import ban on recyclables will have on Shropshire's recycling rates?

COUNCILLOR ROBERT MACEY the Portfolio Holder for Planning and Regulatory Services will reply:

The full impact of the Chinese restrictions isn't clear yet and will not be for a few months. However, the current methods and markets used by Veolia provide significant mitigation against any negative impacts on the recycling of plastics and the other major waste streams.

Most of the material collected for recycling by Veolia is re-processed in the UK. The main issue raised by import restrictions in China is that of plastics, where there will probably be much stricter controls on the quality of material they accept rather than an outright ban.

The plastics collected by Veolia in Shropshire go through a first stage sorting process at a Materials Recovery Facility near Wolverhampton. This is to separate them from the glass and cans and remove obvious contaminants. The remaining material is then sent to a dedicated plastics sorting facility in London where it is separated into specific polymers before it is sold on to plastics recycling companies which can be anywhere in the world.

Although we don't yet know the full details of the Chinese import restrictions or of any knock-on impacts to other markets, this two stage sorting helps to keep the quality high which increases the value and the saleability of the material. Veolia have also been opening up other markets for the plastic across the world in order to limit any negative impacts of a contracting market in China.

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