

Date: 21 December 2023

Dear Councillor,

Housing and Community Services Committee

A Meeting of the **Housing and Community Services Committee** will be held at **Council Chamber (Special)**, Civic Offices, Civic Way, Swadlincote on **Monday, 08 January 2024** at **18:00**. You are requested to attend.

Yours faithfully,



Chief Executive

To:- **Labour Group**

Councillor G Rhind (Chair), Councillor M Mulgrew (Vice-Chair) and
Councillors A Archer, S Harrison, A Haynes, J Jackson, D Pegg, D Shepherd and
A Tilley.

Conservative Group

Councillors D Corbin, M Fitzpatrick and J Lowe.

Liberal Democrats

Councillor J Davies.

AGENDA

Open to Public and Press

- 1** Apologies and to note any substitutes appointed for the Meeting.
- 2** To note any declarations of interest arising from any items on the Agenda
- 3** To receive any questions by members of the public pursuant to Council Procedure Rule No. 10.
- 4** To receive any questions by Members of the Council pursuant to Council Procedure Rule No. 11.
- 5** SERVICE BASE BUDGETS 2024-25 **3 - 30**
- 6** HOUSING REVENUE ACCOUNT BUDGET 2024-25 **31 - 44**
- 7** COMMITTEE WORK PROGRAMME **45 - 49**

Exclusion of the Public and Press:

- 8** The Chairman may therefore move:-
That in accordance with Section 100 (A)(4) of the Local Government Act 1972 (as amended) the press and public be excluded from the remainder of the Meeting as it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that there would be disclosed exempt information as defined in the paragraph of Part I of the Schedule 12A of the Act indicated in the header to each report on the Agenda.
- 9** To receive any exempt questions by Members of the Council pursuant to Council Procedure Rule No. 11.

REPORT TO:	HOUSING AND COMMUNITY SERVICES COMMITTEE (SPECIAL)	AGENDA ITEM: 5
DATE OF MEETING:	08 JANUARY 2024	CATEGORY: RECOMMENDED
REPORT FROM:	STRATEGIC DIRECTOR (CORPORATE RESOURCES)	OPEN
MEMBERS' CONTACT POINT:	CHARLOTTE JACKSON Charlotte.jackson@southderbyshire.gov.uk	DOC: S/Finance/Committee/2023-24/January
SUBJECT:	SERVICE BASE BUDGETS 2024/25	
WARD(S) AFFECTED:	ALL	TERMS OF REFERENCE: HCS

1.0 Recommendations

- 1.1 That the proposed revenue budget for this Committee's services for 2024/25 as detailed in **Appendix 1** is considered and recommended to the Finance and Management Committee for recommendation to Council for approval.
- 1.1 That the proposed fees and charges for 2024/25 as detailed in **Appendix 2** are considered and recommended to the Finance and Management Committee for recommendation to Council for approval.
- 1.2 That the proposed Capital budget for this Committee's services, for 2024/25 as detailed in **Appendix 3**, is considered and recommended to the Finance and Management Committee for recommendation to Council for approval.
- 1.4 That consideration is given to the level of increase in 2024/25 for Grants to Voluntary Bodies as detailed in paragraph 4.11.

2.0 Purpose of the Report

- 2.1 As part of the annual financial planning cycle, the report details the Committee's proposed base budget for 2024/25. This includes service delivery proposals, cost pressure and savings of the Committee's main spending areas.
- 2.2 It is proposed that the estimated income and expenditure is included in the consolidated budget of the Council for 2024/25 within the Council's overall medium-term financial position. This will be considered by the Finance and Management Committee on 15th February 2024.
- 2.3 The report also sets out proposals for the level of fees and charges under the responsibility of this Committee for 2024/25.
- 2.4 The details contained within this report are subject to public consultation with the Council's relevant Committees, ratepayers and the public, as part of the Council's own budget process and statutory and wider consultation.

2.5 This report is divided into several sections with corresponding appendices, which are summarised below for ease:

3.0 Introduction

3.1 At the inception of the budget setting process, the following three key principles were agreed with Members and set out to Heads of Service to guide the preparation of budget proposals contained within this report:

- **Budgets should support Service Plan and the Council Plan** –That the budget aligns with Service Plans and the Council Plan to ensure that appropriate funding is in place. The intention is to reduce the need for further reports to Committee for additional funding requests throughout the forthcoming year, unless there are specific requests from Members, or other requirements around procurement or approval considerations.
- **Revenue investment should be based on demonstratable need or be self-funding** - That any cost-pressures (such as inflation pressures on supplies, services, and contracts), additional staff or reductions in income due to lower demand or reduced fees, should, insofar as is possible, be “self-funding”. Services were asked to try as far as is reasonably practical to off-set increases in financial resources by making savings in other areas or alternatively, additional revenue investments should be fully demonstrated. Overall, the budget process sought for proposals that demonstrated an evidence-based business case which set out the service need, how additional revenue funding will seek to meet that need, and where possible, reduce ongoing expenditure or increase income in other areas.
- **Capital growth will be considered based on need and innovation meaning it is essential for the maintenance of service delivery or will improve service delivery by way of revenue improvement** –That when we are investing to create or enhance an asset, it is because it will improve the Council’s financial position through reducing spend or generating income, or because we must maintain services.

3.2 As part of the Council’s commitment to continuous improvement and good financial governance, the process for budget setting undertaken this year has been adapted. These changes were set out in the “Budget Setting Approach 2024/25” report delivered to the Council’s policy Committees and Overview and Scrutiny at their meetings in September and October 2023.

3.3 In line with the principles set out at 3.1, the Council’s Heads of Service and their service managers have been heavily involved in developing proposals relating to the Housing and Community Services, such as Community Development support, Leisure and Recreation Facilities and Private Sector Housing. All proposals have undergone assessment and refinement by the Council’s Leadership Team, who have challenged, scrutinised and refined proposals in light of the principles and the overall financial position of the Council.

3.4 The revenue budget approach has been ‘incremental’ meaning that the focus is on budget changes compared to the current year (2023/24) position. As such, revenue proposals are categorised to easily explain the changes and also where proposals can be rejected. The categories as set out in the report in **Appendix 1**. The are set out as individual changes.

- **Savings** – savings identified through either a reduction in budgeted expenditure or income that is additional to that budgeted in the current year because of increase in charges and/or a forecast increase in demand.

- **Cost Pressures** – where additional budget provision is required to cover unavoidable cost increases. One-off items will be funded through earmarked reserves (see 3.5 below).
- **Service Developments** – proposals to enhance service provision and which require a decision around investment. One-off items will be funded through earmarked reserves (see 3.5 below).

3.5 Where increases in spending, either as a cost pressure or a service development are one-off, they will be funded by earmarked reserves. This is following the Section 151 Officer’s phase 1 review. This repurposing of earmarked reserves represents an effective way of managing one-off expenditure, given its very nature, and in the context of the Council wishing to close its budget gap and it having a high level of reserves and earmarked reserves that have been identified as no longer required for the original purpose for which they were set aside.

3.6 The proposed level of fees and charges are presented in **Appendix 2** along with the rationale for the proposed variation on the 2023/24 level.

3.7 Proposals for capital investment are set out in the report on **Appendix 3** along with the existing capital programme commitments.

Budget Development Timetable

3.8 As detailed below this Committee will review standalone proposal decisions, where proposals are of material nature policy decisions are required. This report is tabled alongside any stand-alone reports. This is specifically the case where there are proposals to add posts to the establishment, and where this is the case, **Appendix 1** makes this clear.

Table 1 – Committee Timetable

	Consideration of the draft 2024/25 budget	Consideration of stand-alone policy decisions
Housing and Community Services Committee	8 January 2024	1 February 2024

3.9 The final budget will be presented to the Finance and Management Committee in February 2024 who will recommend it to Council for final approval in the same month.

Consultation

3.10 In line with the Council’s statutory requirement to consult with ratepayers, it is proposed that relevant stakeholders in the business community are written to and views on the budget proposals are sought.

3.11 Between (circa) the early-December 2023 and mid-February 2024 wider public consultation will take place via the Council’s website and at Area Forums.

3.12 Feedback received will be collated and reported as part of the final budget report in February 2024.

4.0 Detail

4.1 The draft net revenue expenditure position for the 2024/25 year is anticipated to be £670k as reported in the draft consolidated budget at Finance & Management Committee on 23rd

November. This is made up of net revenue expenditure (spend) of £18.3m and funding of £17.64m.

4.2 The Finance and Management Committee will consider the detail of the overall financial position on 15th February 2024, including proposals from this Committee.

4.3 Since the Council budgets on an incremental basis, the individual changes compared to the 2023/24 position are set out in Appendix 1 as follows:

- Service developments – proposed to increase spend by £260,763.
- Cost pressures – increasing spend by £542,660.
- Income/Savings (inc. Recharges) - £260,146.

Service Developments – Appendix 1

4.4 Across the range of proposals service developments have been developed by service areas for review and whilst being tabled as required for the effective delivery of services, they are additional to what the Council currently provide and could be classified as voluntary additional expenditure.

4.5 As detailed above at paragraph 3.5, one-off items will be funded through earmarked reserves.

4.6 All service developments are detailed in Appendix 1. The most significant are:

- Tree Services £85,000 – Dedicated tree maintenance budget to manage the councils tree stock effectively.
- Green Space Strategy £25,000 – To cover the development of a Green Space Strategy to identify shortfalls in the provision of the different typologies of green space within the district to inform planning policy and ensure current and further communities have equal access to quality green spaces.
- Cemeteries Feasibility Study £22,449 – This service development proposal is to identify both possible future burial land and in addition explore the need /opportunities for future cremation provision.

Cost Pressures – Appendix 1

4.7 Across the range of proposals cost pressures generally relate to areas where additional budgetary provision is required to continue critical services. There are no proposals that represent developments of service areas or that could be classified as voluntary additional expenditure, except for spend already incurred in relation to non-statutory services.

4.8 All cost pressures are detailed in Appendix 1.

4.9 Staffing costs represent a significant amount of expenditure on the General Fund, with broadly three quarters of all spending related to staffing. The table below sets out the budgetary pressures in relation to staffing.

4.10 The additional salary for Service Development Proposals is the total from all the submitted bids requesting additional staffing resources. These have been included but are subject to separate reporting requirements.

4.11 In relation to recommendation 1.4 this Committee gives consideration to increasing the base contribution in grants to voluntary bodies in recognition of inflationary pressures. These grant payments exclude the Sharpes Pottery Heritage and Arts Trust contribution which was agreed separately at Finance & Management Committee on the 5th October 2023.

4.12 This amount was previously provided for in contingent sums and has now been added to the base budget. In the past 5 years a 2% increase has been agreed, therefore the assumption provided for within contingent sums is 2%. The 2% increase is illustrated below with alternative options for consideration:

Table 2 – Voluntary Bodies Base Contributions

Percentage Increase	Annual Increase in contribution
0.00%	£0.00
0.50%	£1,380.81
1.00%	£2,761.62
1.50%	£4,142.43
2.00%	£5,523.24

Table 3 – Staffing cost pressure and service developments.

Area	Amount	Detail
Pay Award 2024/25	£153,274	Assumed Pay Award @ 4%, inclusive of salary rises of £153,274 (Included in costs pressures)
Service Development Proposals relating to staff	£42,440	There are a number of additional posts requested to be added to the establishment. The post related to this committee is listed in Appendices 1 and is subject to consideration by this committee on the 1 st February 2024.

4.12 The most remaining other significant areas of cost pressure are:

- Utilities £200,000 – Based on predictions as per the energy benchmarking which forms part of the Leisure Services contract.
- Grants £45,644 – Additional costs to support the growth plan for 2023/28 to Sharpes Pottery Heritage and Arts Trust.
- Inflationary £30,087 – This covers inflationary increases the Council is exposed to through it's day-to-day spend with suppliers.

Savings – Appendix1

4.13 Total savings related to this Committee is £260,146. Savings are a result of increased income in some areas and a reduction in costs compared to last year's budget the some of the larger saving are detailed below:

- Grant Income £77,918 – Additional Homelessness prevention funding confirmed for 2024/25.
- Removal of Computer System £15,786 – this has been replaced with a cheaper system.
- Increase in income £18,576 – Increase in income generated from Rosliston Forestry Centre, pitch hire and cemeteries.
- Reserve funded Changes £77,987 – Increase in funding from reserves.

5.0 Fees and Charges

5.1 The Council charges for a number of its services that are provided to the public. All fees and charges are reviewed on an annual basis as part of the budget process. Charges set by the Council are increased in line with inflation or other factors taken in to consideration, in line with the Corporate Charging Policy:

- Statutory obligations
- Policies objectives of the Council;
- Local market research and competition (where relevant);
- The impact of price changes on activity level of demand;
- Changes in taxation;
- Budget position and any associated gap;
- The cost of providing the service.
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5.2 Included at **Appendix 2** is the proposed charge position, together with of explanation of changes to individual charges.

6.0 Capital Programmes

6.1 The proposed draft Capital Programme for 2024/25 – 2028/29 is set out in **Appendix 3**.

Housing and Community Services Capital Schemes

6.2 Proposals funded through ‘unsupported borrowing’ on the General Fund impact the ‘Minimum Revenue Provision’ (MRP) estimate for future years, which effectively is a method of calculating the estimated repayment of that internal borrowing. MRP is funded through revenue, and so an increase in capital expenditure plans funded through unsupported borrowing, increases expenditure on the General Fund in respect of MRP.

6.3 The total General Fund programme for 2024/25 is £7,532,201, consisting of currently budgeted and new schemes, projects relating to this Committee is £1,300,218

6.4 The proposals below constitute new capital schemes only, whilst the programme at **Appendix 3** also includes capital programme items approved as part of previous the year’s budget process.

6.4.2 **Cemetery Infrastructure Replacement - £300,000 over 3 years.** The proposal is to introduce a programme of planned infrastructure refurbishment and replacement to ensure our cemeteries are accessible to all Members of our communities. Currently access is poor with footpaths uneven and breaking up causing problems for funeral directors. Works will include resurfacing footpaths, entrance / access improvements and fencing. The programme will be funded through unsupported borrowing and therefore increase the minimum revenue provision charge to revenue in future years.

6.4.3 **Parks and Green Spaces Infrastructure - £360,000 over 4 years.** The proposal is to introduce a programme of planned infrastructure refurbishment and replacement to ensure our parks and green spaces are accessible to all members of our communities. Currently access is poor with footpaths uneven and facilities such as tennis courts in need of improvements. Items will include resurfacing footpaths, entrance / access improvements to ensure DDA compliance, refurbishment of tennis courts, replacement fencing, replacement bins and benches. The programme will be funded through unsupported borrowing and therefore increase the minimum revenue provision charge to revenue in future years.

6.4.4 **Play Area Refurbishment - £1,083, 000 over 5 years.** The plan is for a rolling programme of play area refurbishments to SDDC owned play areas provides an opportunity to engage with young people and ensure their views are encompassed

into the designs. This process helps to create ownership of new facilities which experience show reduces vandalism and ASB. Currently the funding for this project is based on utilisation of unsupported borrowing, however opportunities to allocate Section 106 funds and other external funding sources will be progressed to minimise the Council contribution.

6.4.5 **Stenson Community Centre Air Conditioning - £15,000 on off investment.** Stenson Community Centre is a popular venue which we hire out on a daily basis. Given its location and possible disruption to local residents it is not possible to have windows and doors open. Therefore, it is there proposed to install air conditioning to improve the service user experience with the building. This will be funded by internal borrowing.

6.4.6 **Town Hall Heating, Lighting and AV - £20,000 on one off investment** - The Swadlincote Town Hall in the centre of town can be hired out for various events. The heating and lighting is poor and requires upgrading. A new AV system will enable more talks and meetings to be held in the venue. This will be funded by internal borrowing.

7.0 Corporate Implications

Employment Implications

7.1 There are no direct employment implications arising from this report. However, a number of the indicative proposals will likely have employment implications through the creation of new posts to be added to the council's staffing establishment. These requests will be considered by this committee on 1st February 2024 and associated employment implications clearly set out.

Legal Implications

7.2 There are no direct legal implications arising from this report. The draft budget has been developed on a series of requirements of the Council in line with legal and regulatory requirements around service provision. Should indicative proposals have specific legal implications, these will be clearly set out in the forthcoming reports to the relevant committee on 1st February 2024.

Corporate Plan Implications

7.3 This draft budget has been prepared to support the delivery of the Council's new Council Plan.

Risk Impact

7.4 This draft budget has been prepared to support the effective management of service risk. A full risk register will be presented as part of the Council Plan for 2024/25.

8.0 Community Impact

Consultation

- 8.1 As detailed in the report, relevant stakeholders in the business community have been written to and views on the budget proposals are sought, in line with the council's statutory duty to consult ratepayers.
- 8.2 In addition, between (circa) the early-December 2023 and mid-February 2024 wider public consultation will take place via the Council's website and at Area Forums.
- 8.3.1 All consultation feedback received will be collated and reported as part of the final budget report in February 2024.

Equality and Diversity Impact

- 8.4 A full Equalities Impact Assessment (EIA) will be undertaken on the budget and presented to the Finance and Management Committee and Full Council as part of the final budget approval process.

Social Value Impact

- 8.5 Where relevant, the social value impact of proposals will be set out in any forthcoming papers to relevant committees in January/February 2024.

Environmental Sustainability

- 8.6 Where relevant, the environmental impact of proposals will be set out in any forthcoming papers to relevant committees in January/February 2024.

9.0 Background Papers

- 9.1 Consolidated Draft Budget Report 2024/25 and Medium-term Financial Plan to 2028/29.
- 9.2 Report to Finance and Management Committee, 5 October 2023, "Budget Setting Approach 2024/25".

SERVICE DEVELOPMENTS – HOUSING & COMMUNITY SERVICES

Committee	Value of one-off / funded by reserve proposals (2024/25 only)	Value of recurring proposals (2024/25 and every year thereafter)	TOTAL
Housing and Community Services Committee	47,449	213,314	260,763
TOTAL	47,449	213,314	260,763

Service Area	Title of Proposal	Value	One-off or recurring	Reason for Change	Committee meeting date for material policy / staffing decisions
Cultural and Community Services	Rosliston Forestry Centre	42,440	Recurring	This service development proposal is seeking to add to the Council's staffing establishment on a permanent basis and as such will be subject to a further report setting out the detail to the Housing & Community Service Committee	Housing & Communities Committee - 1st February 2024
Cultural and Community Services	Tree services	85,000	Recurring	This proposal is for a dedicated tree maintenance budget to manage the council's tree stock effectively, based on independent	Housing & Communities Committee - 1st February 2024

				assessment in 2021 which highlighted the need for a specific tree maintenance budget.	
Cultural and Community Services	Cemeteries Feasibility Study	22,449	One-off	This service development proposal is to identify both possible future burial land and in addition explore the need /opportunities for future cremation provision. The Council has a responsibility to ensure there is sufficient provision of the disposal of the dead.	N/A
Cultural and Community Services	Service provision	85,874	Recurring	This proposal will consider staffing resources in this areas to ensure effective service provision. The service development proposal is seeking to add to the Council's staffing establishment on a permanent basis and as such will be subject to a further report setting out the detail to the Housing & Community Service Committee	Housing & Communities Committee - 1st February 2024
Cultural and Community Services	Green Space Strategy	25,000	One-off	The service development proposal related to the development a Green Space Strategy to identify shortfalls in the provision of the different typologies of green space within the district to inform planning policy and ensure	N/A

				current and further communities have equal access to quality green spaces. In addition, the strategy would set out how we manage and maintain our spaces over the next 10 years.	
Housing	Homelessness Services	0 (NO GENERAL FUND IMPACT)	Recurring, funded by reserves for life of MTFP	This proposal will consider staffing resources in these areas to ensure effective service provision. The service development proposals are seeking to add to the Council's staffing establishment on a permanent basis and as such will be subject to a further report setting out the detail to the Housing & Community Service Committee. Additional posts are funded by Homelessness reserve no impact to the Committees budget.	Housing & Communities Committee - 1st February 2024

COST PRESSURES – HOUSING & COMMUNITY SERVICES

Committee	Value of one-off proposals (2024/25 only)	Value of recurring proposals (2024/25 and every year thereafter)	Totals
Housing and Community Services Committee		323,078	323,078
Establishment Costs		153,274	153,274
De-minimis		55,143	55,143
Reduction to Utilities		-15,200	-15,200
Inter-departmental recharges		26,365	26,365
TOTAL		542,660	542,660

Service	Title of Proposal	Value	One-off or Recurring	Reason for Change
Culture & Community Services	Supplies and Services for Events	8,000	Recurring	The request is for an annual increase for the Events team to assist with the delivery of the Festival of Leisure, the flagship Council Event.
Culture & Community Services	Supplies and service for the Christmas Lights annual switch on event	8,000	Recurring	The request is for an annual increase for the Christmas Lights switch on Event, for the cost of a technician who arranges the Christmas, trees, Christmas lights and decorations in Swadlincote.

Culture & Community Services	Utilities provision for the Council's leisure centres and services	200,000	Recurring	Based on predictions for 23/24 as per the energy benchmarking which forms part of the Leisure Services Contract - Contract Under Tender. This budget line will be reviewed once the tender process has been completed and a new supplier appointed. This is expected to be complete by the time the final budget is presented in February 2024.
Culture & Community Services	Rosliston Forestry Centre - Utilities	17,005	Recurring	The Council's fixed tariff for electricity ends September '24 and gas ends in November '24. Given the significant rise based on the volatile market conditions, budgets have been set to reflect current predictions.
Culture & Community Services	Rosliston Forestry Centre Business Rates	5,052	Recurring	Based on current RV levels and amended for percentage increase
Culture & Community Services	General Repairs and Maintenance	10,000	Recurring	The council is responsible for 26 play areas, many of which are at the end of their life. Whilst we will submit a programme of improvements via the capital bid process, we still have a statutory duty to ensure the remaining play areas are safe and this budget will cover this.
Culture & Community Services	Community Parks & Open Spaces - Electricity	5,290	Recurring	This additional cost pressure is based on the Council's utilities position which includes Electricity being fixed until September '24 and Gas fixed until November '24.
Culture & Community Services	Sharpes Pottery and Heritage Trust – Grants	45,644	Recurring	Report was ratified at F&M on 5th October 2023 - the committee approved the fully requested additional costs to support the growth plan for the period 2023/28 to Sharpes Pottery Heritage and Arts Trust.
Housing Services (GF)	Pre-tenancy Furniture Purchases for temporary accommodation	8,000	Recurring	Housing Solutions Team purchase furniture from the YMCA to support customers with move on from temporary accommodation into settled accommodation.

Housing Services (GF)	Pre-tenancy Services - Subscriptions & Computer Maintenance	6,087	Recurring	Inflation increases CPI
Housing Services (GF)	Pre-tenancy Services - Miscellaneous Expenses	10,000	Recurring	The Household Support Fund tranches 1-4 from Derbyshire County Council has been heavily utilised by the Housing Solutions Team to purchase furniture from the YMCA to support customers with move on from temporary accommodation into settled accommodation. It is unclear whether the Household Support Fund will have a tranche 5 in the financial year 2024-2025 therefore an increase in Furniture Purchases (YMCA) is requested from £8k in 23/24 to £16k in 24/25 to maintain current service provision.
Current Establishment	Incremental Rises	48,719	Recurring	
Current Establishment	Current Establishment - Pay Award	104,555	Recurring	Indicative pay award of 2% based on Officer for Budget Responsibility (OBR) April 2023 forecast for CPI at April 2024 of 1.5%, pending OBR forecast November 2023, which will be published alongside the Autumn Statement.
De-minimis	Total value of budgetary changes that increase provision and that are individually below £5k	55,143	Recurring	Various costs to include, insurances, subscriptions and training
Reduction to Utilities	Removal of contingency within Utilities Budget	-15,200	Recurring	

Interdepartmental Recharges	Interdepartmental Recharges Changes	26,365	Recurring	Recharges between GF Departments
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SAVINGS – HOUSING & COMMUNITY SERVICES

Committee	Value of one-off proposals (2024/25 only)	Value of recurring proposals (2024/25 and every year thereafter)	Total
Housing and Community Services Committee		178,131	178,131
Establishment Savings		4,028	4,028
Reserves Funded		77,987	77,987
TOTAL	0.00	260,146	260,146

Service	Title of Proposal	Value	One-Off/Recurring	Reason for Change
Culture & Community Services	Reduced professional fess	-255	Recurring	CLOA Memberships x2
Culture & Community Services	Reduction in Business Rates on Community Centres	-194	Recurring	Based on current RV levels and amended for percentage increase
Culture & Community Services	Utilites	-24	Recurring	Saving on actual water costs

Culture & Community Services	Reduction in Car Allowances	-550	Recurring	Reduction to budget due to minimal previous spend
Culture & Community Services	Removed Cleaning Materials	-100	Recurring	Not required - covered by property
Culture & Community Services	Removed Training Expenses	-500	Recurring	Reduced in line with actuals
Culture & Community Services	Reduction in Car Allowances	-100	Recurring	Reduction to budget due to minimal previous spend
Culture & Community Services	Reduction in Car Parking - Staff expenses	-20	Recurring	Not used - budget removed
Culture & Community Services	Contributions - Other Organisations	-6	Recurring	£15.7k PCC/DCC cont to CSO Salary, £25k Community Safety Grant - BCU funding not budgeted
Culture & Community Services	Reduction in Car Allowances	-250	Recurring	Reduction
Culture & Community Services	Reduction in Car Parking - Staff expenses	-20	Recurring	Not used - budget removed
Culture & Community Services	Midway Community Centre Utilities	-3,909	Recurring	The Council's fixed tariff for electricity ends September '24 and gas ends in November '24. Given the significant rise based on the volatile market conditions, budgets have been set to reflect current predictions.
Culture & Community Services	Stenson Fields Utilities	-2,144	Recurring	The Council's fixed tariff for electricity ends September '24 and gas ends in November '24. Given the significant rise based on the volatile market conditions, budgets have been set to reflect current predictions.

Culture & Community Services	Melbourne Assembly Rooms - Health & Safety checks	-7	Recurring	Legionella checks
Culture & Community Services	Reduction in Insurance Premium	-14	Recurring	Reduction in Insurance Premium
Culture & Community Services	Reduced professional fess	-70	Recurring	British Nordic Walking membership
Culture & Community Services	Reduction in Insurance Premium	-21	Recurring	Reduction in Insurance Premium
Culture & Community Services	Reduction in Insurance Premium	-15	Recurring	Reduction in Insurance Premium
Culture & Community Services	Rosliston Forestry Centre Water	-3,827	Recurring	Reduction in actual water costs
Culture & Community Services	Reduction in Insurance Premium	-1,348	Recurring	Reduction in Insurance Premium
Culture & Community Services	Reduction in Insurance Premium	-402	Recurring	Reduction in Insurance Premium

Culture & Community Services	Increase in income Rosliston Forestry Centre Sale of Promotional Materials	-3,600	Recurring	£6k Ice cream, £12k Gift shop, £100 vending - increased in line with actuals
Culture & Community Services	Increase in income Rosliston Forestry Centre Fees	-1,764	Recurring	Car park income - in line with actuals
Culture & Community Services	Reduction in Business rates payable for Cemeteries	-573	Recurring	Based on current RV levels and amended for percentage increase
Culture & Community Services	Water Services at Cemetery	-117	Recurring	Based on actual water costs
Culture & Community Services	Reduction in Insurance Premium	-15	Recurring	Reduction in Insurance Premium
Culture & Community Services	Increase in Cemetery fees	-4,755	Recurring	Fees increased avg 9%
Culture & Community Services	Increase in Cemetery fees	-489	Recurring	Fees increased avg 5%
Culture & Community Services	Water Services in parks and green spaces	-120	Recurring	Based on actual water costs

Culture & Community Services	Reduction in Insurance Premium	-480	Recurring	Reduction in Insurance Premium
Culture & Community Services	Reduction in Public Transport	-50	Recurring	Reduced in line with actuals
Culture & Community Services	Reduction in Car Allowances	-500	Recurring	Reduction to budget - minimal use
Culture & Community Services	Reduction in Car Parking - Staff expenses	-20	Recurring	Not used - removed budget
Community Parks & Open Spaces	Furniture - Repair and Maint	-4,200	Recurring	Split budget with R4005
Culture & Community Service	Increase in Fees for Parks & Green Spaces	-2,918	Recurring	Pitch hires, fun fairs, park trainer permits - increased for parish recharges and avg of 7% increase to fees and charges
Housing Services (GF)	Reduced professional fess	-4	Recurring	AB - FPWS & CIAT
Housing Services (GF)	Remove Tools & Equipment Purchase budget	-200	Recurring	Not used - budget removed
Housing Services (GF)	Reduced professional fess	-1	Recurring	PM only now (used to be 3 staff - are all still required)
Housing Services (GF)	Reduction in Car Allowances	-1,000	Recurring	Reduction to budget due to minimal previous spend

Housing Services (GF)	Government Grants Outside AEF	77,918 -	Recurring	Homelessness prevention fund allocation for 24/25 has been confirmed. Not usually confirmed at budget setting therefore not included in budget previously. NETTED OFF AGAINST REDUCTION TO RESERVE FUNDING (£140,346)
Housing Services (GF)	Computing - Maint Agreements	15,786 -	Recurring	The new system (Jigsaw) was cheaper than the previous system
Housing Services (GF)	Contributions - Other Organisations	-5,050	Recurring	Choice based lettings recharge to other authorities increase
Housing Services (GF)	Temporary Housing Accommodation & Prevention Officer	-44,795	Recurring	Post now made permanent but funded by earmarked reserves
Current Establishment	Essential User	-4,028	Recurring	Changes in allowances due to restructures
Reserve Funded Changes		-77,987	Recurring	Changes funded via reserves.

PROPOSED FEES AND CHARGES 2024/25

VAT Key - O: Outside Scope S: Standard rate E: Exempt Z: Zero

APPENDIX 2

Cemeteries	VAT	GL Account Code	Unit	Date of Last Change	2023/24 £:	Proposed Fee 2024/25	%age Increase	£ Increase	Externally set	Explanation regarding the recommended level of charge
Grant of Right (Document giving the exclusive right of burial in a specified plot, for a period of fifty years) For an infant's grave(0-12 months)	O	R9306 CEA00		01/04/2023	411.50	453.00	10.09%	41.50		Claimed from CFF (Childrens Funeral Fund) - Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Grant of Right (Document giving the exclusive right of burial in a specified plot, for a period of fifty years) For an infant's grave for a child's grave (between 12 months - 12 years)	O	R9306 CEA00		01/04/2023	549.00	603.00	9.84%	54.00		Claimed from CFF (Childrens Funeral Fund) - Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Grant of Right (Document giving the exclusive right of burial in a specified plot, for a period of fifty years) For a child's grave (between 12 years - 16 years)	O	R9306 CEA00		01/04/2023	823.00	905.00	9.96%	82.00		Claimed from CFF (Childrens Funeral Fund) - Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Grant of Right (Document giving the exclusive right of burial in a specified plot, for a period of fifty years) Adult grave 9' x 4' (for a coffin)	O	R9306 CEA00		01/04/2023	823.00	905.00	9.96%	82.00		Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Grant of Right (Document giving the exclusive right of burial in a specified plot, for a period of fifty years) Adult grave 10' x 5' (for a casket)	O	R9306 CEA00		01/04/2023	1002.00	1102.00	9.98%	100.00		Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Grant of Right (Document giving the exclusive right of burial in a specified plot, for a period of fifty years) Ashes plot 2' x 2'	O	R9306 CEA00		01/04/2023	395.00	415.00	5.06%	20.00		Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Grant of Right (Document giving the exclusive right of burial in a specified plot, for a period of fifty years) Ashes plot 2' x 2' for interment of a child 12 months to 16 years	O	R9306 CEA00		01/04/2023	395.00	415.00	5.06%	20.00		Claimed from CFF (Childrens Funeral Fund) - Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Extension to Grant of Right (Document giving the exclusive right of burial in a specified plot, for a further period of 25 years) Infant grave (0-12 months)	O	R9306 CEA00		01/04/2023	206.00	227.00	10.19%	21.00		half Grant fee. Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Extension to Grant of Right (Document giving the exclusive right of burial in a specified plot, for a further period of 25 years) child's grave (between 12 months - 11 years)	O	R9306 CEA00		01/04/2023	274.50	302.00	10.02%	27.50		half Grant fee. Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Extension to Grant of Right (Document giving the exclusive right of burial in a specified plot, for a further period of 25 years) child's grave (12 years - 17 years)	O	R9306 CEA00		01/04/2023	411.50	453.00	10.09%	41.50		half Grant fee. Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Extension to Grant of Right (Document giving the exclusive right of burial in a specified plot, for a further period of 25 years) Adult grave 9' x 4' (for a coffin)	O	R9306 CEA00		01/04/2023	411.50	453.00	10.09%	41.50		half Grant fee. Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Extension to Grant of Right (Document giving the exclusive right of burial in a specified plot, for a period of 25 years) Adult grave 10' x 5' (for a casket)	O	R9306 CEA00		01/04/2023	501.00	551.00	9.98%	50.00		half Grant fee. Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Extension to Grant of Right (Document giving the exclusive right of burial in a specified plot, for a period of 25 years) Ashes plot 2' x 2'	O	R9306 CEA00		01/04/2023	197.50	208.00	5.32%	10.50		half Grant fee. Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Burials Infant, 0 - 12 months	O	R9306 CEA00		01/04/2023	283.00	311.00	9.89%	28.00		Claimed from CFF (Childrens Funeral Fund). Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Burials For a child's grave (between 12 months - 12 years)	O	R9306 CEA00		01/04/2023	377.00	415.00	10.08%	38.00		Claimed from CFF (Childrens Funeral Fund). Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Burials For a child's grave (between 12 years - 16 years)	O	R9306 CEA00		01/04/2023	565.50	622.00	9.99%	56.50		Claimed from CFF (Childrens Funeral Fund). Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Burials Adult- single depth grave	O	R9306 CEA00		01/04/2023	613.00	674.00	9.95%	61.00		Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Burials - double depth grave	O	R9306 CEA00		01/04/2023	565.50	622.00	9.99%	56.50		Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Burials - surcharge for a casket	O	R9306 CEA00		01/04/2023	167.00	172.00	2.99%	5.00		Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Burials - common grave	O	R9306 CEA00		01/04/2023	568.00	622.00	9.51%	54.00		brought into line with double depth burial fee
Burials For any burial after the first	O	R9306 CEA00		01/04/2023	511.00	562.00	9.98%	51.00		Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Burial of cremated remains in an ashes plot (infant, 0 - 12 months)	O	R9306 CEA00		01/04/2023	166.00	183.00	10.24%	17.00		Claimed from CFF (Childrens Funeral Fund) Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Burial of cremated remains in an ashes plot (child, 12 months plus to 12 years)	O	R9306 CEA00		01/04/2023	166.00	183.00	10.24%	17.00		Claimed from CFF (Childrens Funeral Fund) Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Burial of Cremated remains in ashes plot (child 12 years - 16 years)	O	R9306 CEA00		01/04/2023	166.00	183.00	10.24%	17.00		Claimed from CFF (Childrens Funeral Fund) Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Burial of cremated remains in an ashes plot (adult)	O	R9306 CEA00		01/04/2023	166.00	183.00	10.24%	17.00		Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Strewing of ashes (if carried out by SDDC staff)	O	R9306 CEA00		01/04/2023	97.00	107.00	10.31%	10.00		Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Strewing of ashes (if not carried out by SDDC staff)	O	R9306 CEA00		01/04/2023	82.50	91.00	10.30%	8.50		Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
All Grant of Right/Burial fees listed above are treble for non-residents of the District										
Monuments A flat stone NB: not permitted in lawned cemeteries	O	R9308 CEA00		01/04/2023	150.00	160.00	6.67%	10.00		Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Monuments A headstone or footstone, not exceeding 2' in height	O	R9308 CEA00		01/04/2023	283.00	292.00	3.18%	9.00		Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Monuments A headstone or footstone, exceeding 2' in height	O	R9308 CEA00		01/04/2023	311.00	320.00	2.89%	9.00		Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Monuments Kerbstones or border stones, for a space not exceeding 6'6" x 3' (not permitted in lawned cemeteries)	O	R9308 CEA00		01/04/2023	311.00	320.00	2.89%	9.00		Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council

Monuments A vase, not exceeding 18" in height	O	R9308 CEA00		01/04/2023	91.00	91.00	0.00%	0.00		No change
Monuments For any inscription after the first, on any form of monument	O	R9308 CEA00		01/04/2023	150.00	160.00	6.67%	10.00		Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Monuments Supply only of 7" x 5" wall plaque (Etwell Cemetery only), inclusive of inscription up to 70 letters	O	R9308 CEA00		01/04/2023	295.00	295.00	0.00%	0.00		No change
Replacement of Memorial Stone	O	R9308 CEA00		01/04/2023	150.00	160.00	6.67%	10.00		Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Exhumation	O	R9308 CEA00		01/04/2023	1263.00	1300.00	2.93%	37.00		Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Search of records, including copy of entry	O	R9308 CEA00		01/04/2023	36.00	40.00	11.11%	4.00		Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Slabbing or sealing a grave	O	R9308 CEA00		01/04/2023	151.00	156.00	3.31%	5.00		Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Alterations to coffin size once shoring is in place	O	R9308 CEA00		01/04/2023	93.00	102.00	9.68%	9.00		Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Transfer of ownership of Grant of Right	O	R9308 CEA00		01/04/2020	40.00	44.00	10.00%	4.00		Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Saturday funeral for child between 12 months and 17 years (in addition to the Grant of Right)	O	R9308 CEA00		01/04/2023	460.00	468.00	1.74%	8.00		Claimed from CFF (Childrens Funeral Fund). Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Saturday funeral - Adult (in addition to the Grant of Right)	O	R9308 CEA00		01/04/2023	919.50	935.00	1.69%	15.50		1.5 x single depth fee
Sunday/Bank Holiday funeral for a child between 12 months and 17 years (In addition to the grant of right)	O	R9308 CEA00		01/04/2023	613.00	674.00	9.95%	61.00		Claimed from CFF (Childrens Funeral Fund)
Sunday/Bank Holiday funeral - Adult (in addition to the Grant of Right)	O	R9308 CEA00		01/04/2023	1226.00	1348.00	9.95%	122.00		2 x single depth fee
Grants for Closed Church Yards	O	R4700 CEA30		01/04/2023	400.00	420.00	5.00%	20.00		Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
HOUSING FEES AND CHARGES	VAT	GL Account Code	Unit	Date of Last Change	2023/24 £:	Proposed Fee 2024/25	%age Increase	£ Increase	Externally set	Explanation regarding the recommended level of charge
Homelessness										
Bed and Breakfast - recharge per week										
Each adult	0	R9404 KGH10			Actual Cost	Actual Cost				
Each child under 16	0	R9404 KGH10			Actual Cost	Actual Cost				
Ineligible Charge	0	R9404 KGH10			21.10	22.15	4.98%	1.05		5% increase. A 5% increase was previously made for the financial year 23/24 based on staff constns increasing, therefore this was deemed to be a reasonable increase for 24/25. Costs increase year on year with inflation.
Homelessness										
Hire of Communal Lounges (per 1/2 day session)										
Commercial rate	S2	R9308 KJE90			50.00	52.50	5.00%	2.50		5% increase. A 5% increase was previously made for the financial year 23/24 based on staff constns increasing, therefore this was deemed to be a reasonable increase for 24/25. Costs increase year on year with inflation.
Mixed rate (Commercial & Residents)	S2	R9308 KJE90				26.25				***New charge***This charge is to account for usage of the Community Rooms by a mixed customer based: some commercial / some council tenants. We don't charge for the use of the Community Rooms by council tenants. We charge full price for the use of the Community Rooms by commercial. A 50% discount for split usage seems reasonable
Use of guest bedroom per night	S2	R9308 KJE90			15.00	15.75	5.00%	0.75		5% increase.
Lifelines										
Registered disabled persons - Lifeline Monitoring per week	S1/S3	R9308 KJE90		01/04/2023	2.10	2.21	5.24%	0.11		5% increase. A 5% increase was previously made for the financial year 23/24 based on staff constns increasing, therefore this was deemed to be a reasonable increase for 24/25. Costs increase year on year with inflation.
Registered disabled persons - Lifeline equipment rental per week (includes monitoring)	S1/S3	R9308 KJE90		01/04/2023	5.36	5.63	5.14%	0.28		5% increase. A 5% increase was previously made for the financial year 23/24 based on staff constns increasing, therefore this was deemed to be a reasonable increase for 24/25. Costs increase year on year with inflation.
Other persons - Monitoring per week	S1/S3	R9308 KJE90		01/04/2023	3.15	3.31	5.08%	0.16		5% increase. A 5% increase was previously made for the financial year 23/24 based on staff constns increasing, therefore this was deemed to be a reasonable increase for 24/25. Costs increase year on year with inflation.
Other persons - Rental per week (includes monitoring)	S1/S3	R9308 KJE90		01/04/2023	5.25	5.51	4.95%	0.26		5% increase. A 5% increase was previously made for the financial year 23/24 based on staff constns increasing, therefore this was deemed to be a reasonable increase for 24/25. Costs increase year on year with inflation.
Monthly Basic Telecare package monitoring charge	S1/S3	R9308 KJE90		01/04/2023	22.75	23.89	4.99%	1.14		5% increase. A 5% increase was previously made for the financial year 23/24 based on staff constns increasing, therefore this was deemed to be a reasonable increase for 24/25. Costs increase year on year with inflation.
Telecare installation - private resident	S1/S3	R9308 KJE90		01/04/2023	52.50	57.75	10.00%	5.25		10% increase - all tele-care equipment installed in 24/25 will be digital equipment as opposed to analogue and is more costly. This relates to the digital switch by 2025
Telecare Installation - Additional Sensors	S1/S3	R9308 KJE90		01/04/2023	6.25	6.88	10.08%	0.63		10% increase - all tele-care equipment installed in 24/25 will be digital equipment as opposed to analogue and is more costly. This relates to the digital switch by 2025
Monthly 1st year instalment charge installation and monitoring	S1/S3	R9308 KJE90		01/04/2023	35.28	37.04	4.99%	1.76		5% increase. A 5% increase was previously made for the financial year 23/24 based on staff constns increasing, therefore this was deemed to be a reasonable increase for 24/25. Costs increase year on year with inflation.
Telecare - Monthly 1st year instalment charge, rental and monitoring	S1/S3	R9308 KJE90		01/04/2023	27.13	28.49	5.01%	1.36		5% increase. A 5% increase was previously made for the financial year 23/24 based on staff constns increasing, therefore this was deemed to be a reasonable increase for 24/25. Costs increase year on year with inflation.
Monitoring & Support level 1 - Daily visit	S1/S3	R9308 KJE90		01/04/2023	21.00	22.05	5.00%	1.05		Change to Daily Contact rather than visit & 5% increase - A 5% increase was previously made for the financial year 23/24 based on staff constns increasing, therefore this was deemed to be a reasonable increase for 24/25. Costs increase year on year with inflation.
Monitoring & Support level 2 - 2 visits per week	S1/S3	R9308 KJE90		01/04/2023	12.60	13.23	5.00%	0.63		5% increase. A 5% increase was previously made for the financial year 23/24 based on staff constns increasing, therefore this was deemed to be a reasonable increase for 24/25. Costs increase year on year with inflation.

Monitoring & Support level 3 - 1 visit per week	S1/S3	R9308 KJE90		01/04/2023	9.45	9.92	4.97%	0.47		5% increase. A 5% increase was previously made for the financial year 23/24 based on staff constns increasing, therefore this was deemed to be a reasonable increase for 24/25. Costs increase year on year with inflation.	
Monitoring & Support level 4 - 1 visit per fortnight	S1/S3	R9308 KJE90		01/04/2023	6.30	6.62	5.08%	0.32		5% increase. A 5% increase was previously made for the financial year 23/24 based on staff constns increasing, therefore this was deemed to be a reasonable increase for 24/25. Costs increase year on year with inflation.	
Monitoring & Support level 5 - 1 visit per month	S1/S3	R9308 KJE90		01/04/2023	5.25	5.51	4.95%	0.26		5% increase. A 5% increase was previously made for the financial year 23/24 based on staff constns increasing, therefore this was deemed to be a reasonable increase for 24/25. Costs increase year on year with inflation.	
Monitoring & Support level 6 - 1 visit per week	S1/S3	R9308 KJE90		01/04/2023	4.20	4.41	5.00%	0.21		Change to 1 Visit per Quarter rather than week & 5% increase - A 5% increase was previously made for the financial year 23/24 based on staff constns increasing, therefore this was deemed to be a reasonable increase for 24/25. Costs increase year on year with inflation.	
Monitoring & Support level 7 - 1 monitoring only	S1/S3	R9308 KJE90		01/04/2023	3.15	3.31	5.08%	0.16		5% increase. A 5% increase was previously made for the financial year 23/24 based on staff constns increasing, therefore this was deemed to be a reasonable increase for 24/25. Costs increase year on year with inflation.	
Fall Detector - Rental per Month (includes monitoring)	S1/S3	R9308 KJE90			5.07	5.32	4.93%	0.25		5% increase. A 5% increase was previously made for the financial year 23/24 based on staff constns increasing, therefore this was deemed to be a reasonable increase for 24/25. Costs increase year on year with inflation.	
Smoke Detector - Rental per Month (includes monitoring)	S1/S3	R9308 KJE90			2.90	3.05	5.17%	0.15		5% increase. A 5% increase was previously made for the financial year 23/24 based on staff constns increasing, therefore this was deemed to be a reasonable increase for 24/25. Costs increase year on year with inflation.	
Bed Occupancy Sensor - Rental per Month (includes monitoring)	S1/S3	R9308 KJE90			5.55	5.83	5.05%	0.28		5% increase. A 5% increase was previously made for the financial year 23/24 based on staff constns increasing, therefore this was deemed to be a reasonable increase for 24/25. Costs increase year on year with inflation.	
Property Exit Sensor - Rental per Month (Includes monitoring)	S1/S3	R9308 KJE90			12.13	12.74	5.03%	0.61		5% increase. A 5% increase was previously made for the financial year 23/24 based on staff constns increasing, therefore this was deemed to be a reasonable increase for 24/25. Costs increase year on year with inflation.	
Medication Dispenser - Rental per Month (Includes monitoring)	S1/S3	R9308 KJE90			7.58	7.96	5.01%	0.38		5% increase. A 5% increase was previously made for the financial year 23/24 based on staff constns increasing, therefore this was deemed to be a reasonable increase for 24/25. Costs increase year on year with inflation.	
Garages											
Rent per week - Council Tenants - Garage in Proximity to Rented Property	S2	R9401 KJC20			9.96	10.69	7.30%	0.73		Based on CPI + 1%	
Rent per week - Council Tenants - Garage in Proximity to Rented Property (Chatsworth Road)	S2	R9401 KJC20			11.63	12.48	7.30%	0.85		Based on CPI + 1%	
Rent per week - All other circumstances	S1	R9401 KJC20			9.96 or 11.63 + 20% VAT	10.69 or 12.48 + 20% VAT	7.30%	0.73/ 0.85		Based on CPI + 1%	
Garage Plots											
Rent per annum - Council Tenants - Plot in Proximity to Rented Property	S2	R9401 KJC20			1.29	1.38	7.30%	0.09		Based on CPI + 1%	
Rent per annum - All other circumstances	S1	R9401 KJC20			1.29 + 20% VAT	1.38 + 20% VAT	7.30%	0.09		Based on CPI + 1%	
Miscellaneous Housing											
Heating - Council Tenants (Pear Tree Court communal)	0	R9400 KJC20			7.00	7.00	0.00%	0.00		No Change	
Service Charge (Carnegie House)	0	R9308 KJE90			21.10	22.15	4.98%	1.05		5% increase. A 5% increase was previously made for the financial year 23/24 based on staff constns increasing, therefore this was deemed to be a reasonable increase for 24/25. Costs increase year on year with inflation.	
Statutory Notices											
Housing Act 2004 S.49											
Recovery of administrative and other expenses incurred in taking enforcement action					Actual Cost	Actual Cost					
STRATEGIC HOUSING											
Issue of Immigration Certificates	0	R9308 CEE20	Each	01/04/2023	£169.50	£181.00	6.78%	11.50		Increased by CPI (6.7%) and rounded to the nearest pound	
Application for new licence	0	R9308 CEE20	Each	01/04/2023	£410.40	£438.00	6.73%	27.60		Increased by CPI (6.7%) and rounded to the nearest pound	
Additional application fee per pitch in excess of 1	0	R9308 CEE20	Each	01/04/2023	£7.00	£8.00	14.29%	1.00		Increased by CPI (6.7%) and rounded to the nearest pound	
Amendment of licence	0	R9308 CEE20	Each	01/04/2023	£230.00	£245.00	6.52%	15.00		Increased by CPI (6.7%) and rounded to the nearest pound	
Transfer of licence	0	R9308 CEE20	Each	01/04/2023	£167.30	£179.00	6.99%	11.70		Increased by CPI (6.7%) and rounded to the nearest pound	
Annual fee	0	R9308 CEE20	Annual	01/04/2023	£232.20	£248.00	6.80%	15.80		Increased by CPI (6.7%) and rounded to the nearest pound	
Additional annual fee per pitch in excess of 1	0	R9308 CEE20	Annual	01/04/2023	£8.00	£9.00	12.50%	1.00		Increased by CPI (6.7%) and rounded to the nearest pound	
Deposit, vary or delete site rules	0	R9308 CEE20	Each	01/04/2023	£145.00	£155.00	6.90%	10.00		Increased by CPI (6.7%) and rounded to the nearest pound	
Enforcement costs relating to caravan sites based on actual officer time	0	R9308 CEE20	Hour	01/04/2023	£49.00	£52.00	6.12%	3.00		Increased by CPI (6.7%) and rounded to the nearest pound	
Licensing of Houses in Multiple Occupation	0	R9307 CEE20	Each	01/04/2023	£780.50	£833.00	6.73%	52.50		Increased by CPI (6.7%) and rounded to the nearest pound	
Interest charges applied to outstanding enforcement debts, for example works in default	0	R9308 CEE20	Each	01/04/2023	0.035	0.035	0.00%	0.00			
Housing Standards Enforcement costs based on actual officer time	0	R9308 CEE20	Hour	01/04/2023	Manager £59 / hour, EHO £49 / hour, Assistant £37 / hour	Manager £63 / hour, EHO £52 / hour, Assistant £40 / hour				Increased by CPI (6.7%) and rounded to the nearest pound	
LEISURE ACTIVITIES FEES AND CHARGES											
	VAT	GL Account Code	Unit	Date of Last Change	2023/24 £:	Proposed Fee 2024/25	%age Increase	£ Increase	Externally set	Explanation regarding the recommended level of charge	
Get Active, Hire of Sports Equipment and Facilities											
Get active in the forest Tai Chi	E	R9310 CCD10		01/04/2023	5.00	5.00	0.00%	0.00		No Change	
Get active in the forest Senior Cycling - incl bike hire	E	R9310 CCD10		01/04/2023	4.50	4.50	0.00%	0.00		No Change	
Get active in the forest Senior Cycling - excl bike hire	E	R9310 CCD10		01/04/2023	2.50	2.50	0.00%	0.00		No Change	
Get active in the forest Nordic Walking - incl poles	E	R9310 CCD10		01/04/2023	4.50	4.50	0.00%	0.00		No Change	

Get active in the forest Nordic Walking - excl poles	E	R9310 CCD10	01/04/2023	2.50	2.50	0.00%	0.00	No Change
Get active in the forest Walks	E	R9310 CCD10	01/04/2023	2.00 - 6.00	2.00 - 6.00			No Change
Get active in the forest Schools Sessions	E	R9310 CCD10	01/04/2023	90 - 125	90 - 150			No Change
Get active in the forest Out & Active - per day	E	R9310 CCD10	01/04/2023	20 - 30	20 - 35			No Change
Get active in the forest Activity Days	E	R9310 CCD10	01/04/2023	20 - 30	20 - 30			No Change
General Get active Sessions- which may from time to time run	E	R9310 CCD10	01/04/2023	12.50	12.50	0.00%	0.00	No Change
Get active goes mobile	E	R9310 CCD10	01/04/2023					No Change
Parish Council Charge-sports mobile/2 hr/all inclusive	S	R9310 CCD50	01/04/2023	225.00	250.00	11.11%	25.00	Increase in line with staffing costs and fuel costs
Parish Council Charge-play mobile/2 hr/all inclusive	S	R9310 CCD50	01/04/2023	225.00	250.00	11.11%	25.00	Increase in line with staffing costs and fuel costs
Parish Council Charge-wheels mobile/2 hr/all inclusive	S	R9310 CCD50	01/04/2023	225-350	350.00			Increase in line with staffing costs and fuel costs
Parish Council-Sport and Play Combo	S	R9310 CCD50	01/04/2023	400.00	450.00	12.50%	50.00	Increase in line with staffing costs and fuel costs
Parish Council-possible new kit/provision	S	R9310 CCD50	01/04/2021	350.00	300-450			Increase in line with staffing costs and fuel costs
Parish Council - play or sport with Adventure combo	S	R9310 CCD50	01/04/2023		550.00			New line - for alternative combo offer - based on staffing costs and fuel costs
Parish Council-Friday Combo	S	R9310 CCD50	01/04/2023	700.00	745.00	6.43%	45.00	Increase in line with staffing costs and fuel costs
General Hire Charge-normal including staff / hour * **	S	R9310 CCD50	01/04/2023	90-190	90-250			Increase in line with staffing costs and fuel costs
Coach education courses	E	R9310 CCD20	01/04/2021	£35-300	£35-400			Increased to reflect external booking fees
Sports / Physical activity sessions- e.g. basketball / netball etc	E	R9310 CCD20	01/04/2022	free-6.00	free-8.00			Increase in line with staffing costs and fuel costs
Activity options for businesses/schools	S	R9310 CCD20	01/04/2020	up to £260/hour	up to £275/hour			Increase in line with staffing costs and fuel costs
Coaching cost recharge	E	R9310 CCD20	01/04/2022	22.50-40/hour	22.50-45/hour			Increase in line with staffing costs and fuel costs
Travel-per staff member / hour	S	R9310 CCD20		12.00	12.00	0.00%	0.00	No Change
Travel per mile	S	R9310 CCD20	01/04/2023	0.56	0.56	0.00%	0.00	No Change
Glade Performances				Dependant on Performance	Dependant on Performance			No Change
Dance classes/session				Dependant on external funding, members, venue etc	Dependant on external funding, members, venue etc			No Change
Festival of Leisure								
Hot food vendor (per Small unit - 4x4 gazebo) for 2 days	E	R9308 CCA40	01/04/2023	500	300	-40.00%	-200.00	Price reduced as struggled to attract small vendors - based on feedback from stall holders in 23/24
Hot food vendor (per Large unit - Trailer / unit) for 2 days	E	R9308 CCA40	01/04/2023	750	750	0.00%	0.00	No Change
Voluntary/Charity/Club fund raising stall - per M frontage for 1 day	E	R9308 CCA40	01/04/2023	8.00	8.54	6.70%	0.54	Increased by CPI
Voluntary/Charity/Club fund raising stall - per M frontage for 2 day	E	R9308 CCA40	01/04/2023	12.50	13.34	6.70%	0.84	Increased by CPI
Voluntary/Charity/Club information only 4m stall (admin fee)	E	R9308 CCA40		10.00	N/A			REMOVE Not having this as an option for FoL but will be taking these types of stall to Lib Day but free.
Trade stall - per M frontage for 1 day	E	R9308 CCA40		15.00	N/A			REMOVE
Trade stall (4M) for 1 day	E	R9308 CCA40	N/A		40.00			We want to amend the above to have a flat rate and not have Per M. Last year all stalls had 4x4 or 8x8. This is easier to administrate and clearer for stallholders
Trade stall (8M) for 1 day	E	R9308 CCA40	N/A		60.00			We want to amend the above to have a flat rate and not have Per M. Last year all stalls had 4x4 or 8x8. This is easier to administrate and clearer for stallholders
Trade stall - per M frontage for 2 day	E	R9308 CCA40		21.50	N/A			REMOVE
Trade stall (4M) for 2 Days	E	R9308 CCA40	N/A		50.00			We want to amend the above to have a flat rate and not have Per M. Last year all stalls had 4x4 or 8x8. This is easier to administrate and clearer for stallholders
Trade stall (8M) for 2 Days	E	R9308 CCA40	N/A		100.00			We want to amend the above to have a flat rate and not have Per M. Last year all stalls had 4x4 or 8x8. This is easier to administrate and clearer for stallholders
Trade Stall - Information Only 4m stall (admin fee)	E	R9308 CCA40		35.00	N/A			REMOVE not having this as an option for FoL but will be taking these types of stall to Lib Day but free.
Fairground 1-99m.sq. for 2 day	E	R9308 CCA40	01/04/2023	135.00	144.05	6.70%	9.04	Increased by CPI
Fairground 100-199m.sq. for 2 day	E	R9308 CCA40	01/04/2023	252.00	268.88	6.70%	16.88	Increased by CPI
Fairground 200-299m.sq. for 2 day	E	R9308 CCA40	01/04/2023	433.00	462.01	6.70%	29.01	Increased by CPI
Christmas Lights Switch on Event								
Trade stall providing own equipment (4m) (per day)	E	R9308 CCA40	N/A	N/A	30.00			New Charge to generate income, in line with FoL charges
Fairground (Single provider for whole event) (per day)	E	R9308 CCA40		500.00	500.00			Existing charge but hasn't been listed on prior Fees & Charges
Hot Food Vendors	E	R9308 CCA40	N/A	N/A	75.00			New charge - Benchmarked against Hinckley & Wellingborough
Travelling Fairs & Events								
Commons & Parks - Daily Charge - large fair	E	R9310 KJE70	01/04/2023	433.00	476.00	9.93%	43.00	Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Commons & Parks - Daily Charge - small fair	E	R9310 KJE70	01/04/2023	252.00	277.00	9.92%	25.00	Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Commons & Parks - Non operating day charge	E	R9310 KJE70	01/04/2023	100.00	100.00	0.00%	0.00	No change
Fairs - Returnable Deposit	E	R9310 KJE70	01/04/2020	1,000.00	1,000.00	0.00%	0.00	No change
Commons & Parks - Daily Charge - large circus	E	R9310 KJE70	01/04/2023	375.00	413.00	10.13%	38.00	Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Commons & Parks - Daily Charge - small Circus	E	R9310 KJE70	01/04/2023	252.00	277.00	9.92%	25.00	Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council

Commons & Parks - Non operating day charge	E	R9310 KJE70		01/04/2023	100.00	100.00	0.00%	0.00		No change
Circus - Returnable Deposit	E	R9310 KJE70		01/04/2022	1,000.00	1,000.00	0.00%	0.00		No change
Commons & Parks - Daily Charge - commercial events	E	R9310 KJE70		01/04/2023	375.00	375.00	0.00%	0.00		No change
Commercial activities - Returnable deposit	E	R9310 KJE70		01/04/2022	1,000.00	1,000.00	0.00%	0.00		No change
Commons & Parks - Charitable Organisations etc - Admin Cost	E	R9310 KJE70		01/04/2020	50.00	65.00	30.00%	15.00		bring into line with PT/Boot camp permit fee
Commons & Parks - Charitable Organisations etc - Returnable Deposit	E	R9310 KJE70		01/04/2022	250.00	250.00	0.00%	0.00		No change
Permit for Personal Trainer/Boot camp sessions on Parks	E	R9310 KJE70		01/04/2023	65.00	65.00	0.00%	0.00		No change
PT/Boot camp session fee	E	R9310 KJE70			POA	POA				No change
Parks										
Football - Grass Pitches - Seniors per Season	S	R9310 KJE70	Per season	01/04/2020	534.73	561.44	5.00%	26.71		based on 11 matches per season. Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Football - Grass Pitches - Seniors per match (casual bookings)	S	R9310 KJE70	Per match	01/04/2020	48.61	51.04	5.00%	2.43		Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Football - Grass Pitches - Seniors per match (casual bookings) without changing	S	R9310 KJE70	Per match	01/04/2020	36.46	38.28	4.99%	1.82		Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Football - Grass Pitches - Seniors per Season - CHESTNUT AVE ONLY	S	R9310 KJE70	Per season	01/04/2020	534.73	561.44	5.00%	26.71		based on 11 matches per season. Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Football - Grass Pitches - Seniors per match (casual bookings) CHESTNUT AVE ONLY	S	R9310 KJE70	Per match	01/04/2020	48.61	51.04	5.00%	2.43		Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Football - Grass Pitches - Seniors (casual bookings) without changing - Chestnut Ave Only	S	R9310 KJE70	Per match	01/04/2020	36.46	38.28	4.99%	1.82		Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Football - Grass Pitches - Juniors with changing - All sites except Chestnut Ave	S	R9310 KJE70	Per season	01/04/2020	251.83	264.40	4.99%	12.57		Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Football - Grass Pitches - Juniors without changing - All sites except Chestnut Ave	S	R9310 KJE70	Per season	01/04/2020	145.83	160.38	9.98%	14.55		Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Football - Grass Pitches - Juniors (casual bookings) All sites except Chestnut Ave	S	R9310 KJE70	Per match	01/04/2020	25.18	26.45	5.04%	1.27		Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Football - Grass Pitches - Juniors (casual bookings) without changing - All sites except Chestnut Ave	S	R9310 KJE70	Per match	01/04/2020	14.58	16.04	10.01%	1.46		Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Football - Grass Pitches - Juniors - Chestnut Ave Only	S	R9310 KJE70	Per season	01/04/2020	251.83	264.40	4.99%	12.57		based on 10 matches per season. Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Football - Grass Pitches - Juniors without changing - Chestnut Ave Only	S	R9310 KJE70	Per season	01/04/2020	145.83	160.38	9.98%	14.55		based on 10 matches per season. Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Football - Grass Pitches - Juniors (casual bookings) - Chestnut Ave Only	S	R9310 KJE70	Per match	01/04/2020	25.18	26.45	5.04%	1.27		Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Football - Grass Pitches - Juniors (casual bookings) without changing - Chestnut Ave Only	S	R9310 KJE70	Per match	01/04/2020	14.58	16.04	10.01%	1.46		Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Netball – senior	S	R9310 KJE70	Per match or hour	01/04/2022	16.04	17.65	10.04%	1.61		Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Netball – junior	S	R9310 KJE70	Per match or hour	01/04/2022	8.00	8.83	10.38%	0.83		50% senior fee. Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Bowling Green Season Ticket - Adult	S	R9310 KJE70	Per season	01/04/2022	45.00	49.50	10.00%	4.50		Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Bowling Green Season Ticket - Concession	S	R9310 KJE70	Per season	01/04/2022	27.55	33.00	19.78%	5.45		2/3 adult fee. Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Bowling Green Casual - Adult per hour	S	R9310 KJE70	Per hour	01/04/2023	3.00	0.00	-			fee removed
Bowling Green Casual - Concession per hour	S	R9310 KJE70	Per hour	01/04/2023	1.50	0.00	-			fee removed
Hire of Greens - Adult matches	S	R9310 KJE70		01/04/2022	30.50	33.50	9.84%	3.00		Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Hire of Greens - Junior matches	S	R9310 KJE70		01/04/2022	18.40	20.25	10.05%	1.85		Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Hire of Greens - without pavilion	S	R9310 KJE70		01/04/2022	20.50	22.55	10.00%	2.05		Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Crazy Golf - Adults	S	R9310 KJE70		01/04/2023	2.00	0.00	-			fee removed
Crazy Golf - Juniors	S	R9310 KJE70		01/04/2023	1.00	0.00	-			fee removed
Other Services										
Allotment Rent	E	R9403 CCE20		01/04/2023	40.00	44.00	10.00%	4.00		Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Stall at Liberation Day	E			N/A	Nil	Nil				
Traffic Island Sponsorship (per year for 3 year sponsorship deal)	S	R9141 KJE70		N/A	Price on application	POA				No Change
Swadlincote Town Hall										
Hire of Town hall - Off Peak (Mon-Fri 7am till 4pm)	E	R9308 CCD00	per hour	01/04/2023	12.00	12.00	0.00%	0.00		No Change
Hire of Town hall - Peak (Mon-Fri 4pm till 10pm, Sat any time)	E	R9308 CCD00	per hour	01/04/2023	17.00	18.00	5.88%	1.00		1.5 times off peak rate. Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Hire of Town hall - Peak (Sun)	E	R9308 CCD00	1st hour	01/04/2023	25.50	27.00	5.88%	1.50		1.5 times peak rate. Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Hire of Town hall - Peak (Sun)	E	R9308 CCD00	per hour (after 1st hour)	01/04/2023	17.00	18.00	5.88%	1.00		1.5 times off peak rate. Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Supplementary charge for when additional cleaning required following booking	E	R9308 CCD00		01/04/2023	60.00 + travel	60.00 +travel				No Change
Midway Community Centre										
Hire of Sports Hall - Off Peak (Mon-Fri 7am till 4pm)	S	R9308 CCA50	per hour	01/04/2023	12.00	12.00	0.00%	0.00		No Change
Hire of Sports hall - Peak (Mon-Fri 4pm till 10pm, Sat any time)	S	R9308 CCA50	per hour	01/04/2023	17.00	18.00	5.88%	1.00		1.5 times off peak rate. Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council

Hire of Sports hall - Peak (Sun/Bank Holiday)	S	R9308 CCA50	1st hour	01/04/2023	25.50	27.00	5.88%	1.50		1.5 times peak rate. Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Hire of Sports hall - Peak (Sun/Bank Holiday)	S	R9308 CCA50	per hour (after 1st hour)	01/04/2023	17.00	18.00	5.88%	1.00		1.5 times off peak rate. Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Hire of Foyer Meeting Room Hall - Off Peak (Mon-Fri 7am till 4pm)	S	R9308 CCA50	per hour	01/04/2023	12.00	12.00	0.00%	0.00		No Change
Hire of Foyer Meeting Room - Peak (Mon-Fri 4pm till 10pm, Sat any time)	S	R9308 CCA50	per hour	01/04/2023	15.00	15.00	0.00%	0.00		No Change
Hire of Foyer Meeting Room - Peak (Sun/Bank Holiday)	S	R9308 CCA50	1st hour	01/04/2023	22.50	22.50	0.00%	0.00		No Change
Hire of Foyer Meeting Room - Peak (Sun/Bank Holiday)	S	R9308 CCA50	per hour (after 1st hour)	01/04/2023	15.00	15.00	0.00%	0.00		No Change
Additional charge where bouncy castle brought in	S	R9308 CCA50		01/04/2023	0.00	25.00	-			NEW FEE - additional charge introduced to cover extra electricity costs and admin
Supplementary charge for when additional cleaning required following booking	S	R9308 CCA50		01/04/2023	60.00 + travel	60.00 + travel		0.00		No Change
Stenson Fields Community Centre	VAT	GL Account Code	Unit	Date of Last Change	2023/24 £:	Proposed Fee 2024/25	%age Increase	£ Increase	Externally set	Explanation regarding the recommended level of charge
Hire of Main Hall - Off Peak (Mon-Fri 7am till 4pm)	E	R9308 CCA60	per hour	01/04/2023	12.00	12.00	0.00%	0.00		No Change
Hire of Main hall - Peak (Mon-Fri 4pm till 10pm, Sat any time)	E	R9308 CCA60	per hour	01/04/2023	17.00	18.00	5.88%	0.00		1.5 times off peak rate. Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Hire of Main hall - Peak (Sun/Bank Holiday)	E	R9308 CCA60	1st hour	01/04/2023	25.50	27.00	5.88%	0.00		1.5 times peak rate. Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Hire of Main hall - Peak (Sun/Bank Holiday)	E	R9308 CCA60	per hour (after 1st hour)	01/04/2023	17.00	18.00	5.88%	0.00		1.5 times off peak rate. Benchmarked against East Staffs BC/Derby City/NW Leics DC/Tamworth Borough Council
Hire of Meeting Room - Off Peak (Mon-Fri 7am till 4pm)	E	R9308 CCA60	per hour	01/04/2023	12.00	12.00	0.00%	0.00		No Change
Hire of Meeting Room - Peak (Mon-Fri 4pm till 10pm, Sat any time)	E	R9308 CCA60	per hour	01/04/2023	15.00	15.00	0.00%	0.00		No Change
Hire of Meeting Room - Peak (Sun/Bank Holiday)	E	R9308 CCA60	1st hour	01/04/2023	22.50	22.50	0.00%	0.00		No Change
Hire of Meeting Room - Peak (Sun/Bank Holiday)	E	R9308 CCA60	per hour (after 1st hour)	01/04/2023	15.00	15.00	0.00%	0.00		No Change
Additional charge where bouncy castle brought in	E	R9308 CCA60		01/04/2023		25.00				NEW FEE - additional charge introduced to cover extra electricity costs and admin
Supplementary charge for when additional cleaning required following booking	E	R9308 CCA60		01/04/2023	60.00 + travel	60.00 + travel		0.00		No Change

PROJECT CODE	Committee	Accountable Budget Holder	Nominated Officer	PROJECT	Budget	Budget	Budget	Budget	Budget	Total spend	Funded by										Commentary	
					2024/25	2025/26	2026/27	2027/28	2028/29	B/fwd adjs	Self Financing	Grants	External Contributions	Reserves	Capital Receipts	Revenue Contributions	Section 106	Other	Internal Borrowing	Total Funding		
AA1012	HCS (HRA)	Head of Housing	Asset and Improvements Mar	Major Improvements under Self-financing	2,577,000	2,616,000	2,197,000	2,932,000	3,011,000	13,333,000		13,333,000									13,333,000	Housing Revenue Account budget for investment in the Housing Stock
	HCS (HRA)	Head of Housing	Architectural Project Officer	Major Disabled Facilities Grant (Council Houses MRA)	300,000	300,000	300,000	300,000	300,000	1,500,000		1,500,000									1,500,000	Housing Revenue Account budget for investment in the disabled adaptations in Housing Stock
	HCS (HRA)	Head of Housing	Head Of Operational Services	HRA Vehicle Replacements	0	227,503	0	0	0	227,503						227,503					227,503	
Total HRA					2,877,000	3,143,503	2,497,000	3,232,000	3,311,000	15,060,503	0	14,833,000	0	0	0	0	227,503	0	0	0	15,060,503	
AA1001	HCS	Head of Housing	Architectural Project Officer	Disabled Facility Grants and other Works	400,000	400,000	400,000	400,000	400,000	2,000,000			2,000,000								2,000,000	Funded by the BCF - Derbyshire County Council
AA1083	EDS	Head of Planning	Strategic Housing Manager	Strategic Housing Market Assessment	25,000					25,000					25,000							
AA1102	EDS	Head of Planning	Strategic Housing Manager	Private Sector Stock Condition Survey	60,000					60,000					60,000							
PRIVATE SECTOR HOUSING					485,000	400,000				2,085,000	0	0	0	2,000,000	0	85,000	0	0	0	0	2,000,000	
AA1173	HCS	Head of Cultural & Parks & Green Space Manager	Revitalising Rosliston Forestry Centre		315,218	0				315,218				125,290	189,928						315,218	Agreed programme of work to Rosliston Forestry Centre as part of the 2020 Capital Bids
AA1180	HCS	Head of Cultural & Parks & Green Space Manager	SUDS Improvements		50,000	0				50,000					50,000						50,000	Agreed programme of work to SUDS as part of the 2020 Capital Bids
COMMUNITY SERVICES					365,218	0				365,218	0	0	0	0	125,290	239,928	0	0	0	0	365,218	
AA1193	EDS	Head of Environment Low Carbon Homes Manager	Green Homes Grant		840,000	420,000				1,260,000			1,260,000								1,260,000	Funding from BEIS for reducing carbon emissions in private homes
ENVIRONMENTAL SERVICES					840,000	420,000				1,260,000	0	0	0	1,260,000	0	0	0	0	0	0	1,260,000	
AA1025	FMC	Head of Property Services	Head of Property Services	Repairs to Village Halls and Community Facilities	135,000					135,000						135,000					135,000	
	EDS	Head of Operational Services	Head of Operational Services	Vehicle Replacements	839,814	1,265,260	191,211	0	0	2,296,285					946,285	1,350,000					2,296,285	7.4.7 Fleet replacement programme - To be updated
AA1145	FMC	Head of Business Change & IT Strategy	Head of Business Change & IT Strategy		400,000	100,000				500,000					500,000						500,000	ICT Strategy programme of replacement equipment
PROPERTY AND OTHER ASSETS					1,374,814	1,365,260	191,211	0	0	2,931,285	0	0	0	0	1,446,285	0	1,485,000	0	0	0	2,931,285	
Total General Fund					3,065,032	2,185,260	191,211	0	0	6,641,503	0	0	0	3,260,000	1,571,575	324,928	1,485,000	0	0	0	6,556,503	
Current Planned Expenditure					5,942,032	5,328,763	2,688,211	3,232,000	3,311,000	21,702,006	0	14,833,000	0	3,260,000	1,571,575	324,928	1,712,503	0	0	0	21,617,006	
0	EDS	Head of Economic Development	Head of Economic Development	Swadlincote Town Centre Grant Scheme	55,169					55,169						55,169					55,169	7.4.8 Rival of the Town Centre - Shop fronts
0	EDS	Head of Economic Development	Head of Economic Development	Indoor Market	1,000,000					1,000,000							1,000,000				1,000,000	7.4.1 Swadlincote Events Space - Indoor Market
0	HCS	Head of Cultural & Parks & Green Space Manager	Cemetery Infrastructure Replacement		120,000	100,000	80,000			300,000											300,000	7.2.2 Cemetery Infrastructure - Refurb and replacement
0	HCS	Head of Cultural & Parks & Green Space Manager	Parks and Green Spaces Infrastructure		100,000	100,000	100,000	60,000		360,000											360,000	7.4.3 Parks & Green Spaces Infrastructure - Refurb & replacement
0	HCS	Head of Cultural & Parks & Green Space Manager	Play Area Refurbishment		280,000	288,000	365,000	150,000	200,000	1,283,000											1,283,000	7.4.4 Play Area Refurbishment - Play area equipment
0	HCS	Head of Cultural & Parks & Green Space Manager	Stenson Community Centre Air Conditioning		15,000					15,000											15,000	7.4.5 Stenson Community Centre - Air conditioning
0	HCS	Head of Cultural & Parks & Green Space Manager	Town Hall Heating, Lighting and AV		20,000					20,000											20,000	7.4.6 Town Hall Heating & Lighting and AV
Budget Proposals					1,590,169	488,000	545,000	210,000	200,000	3,033,169	0	0	0	0	0	55,169	0	0	2,958,000	3,013,169		
Total Capital Programme					7,532,201	5,816,763	3,233,211	3,442,000	3,511,000	24,735,175	0	14,833,000	0	3,260,000	1,571,575	324,928	1,767,672	0	0	2,958,000	24,630,175	

REPORT TO:	HOUSING AND COMMUNITY SERVICES COMMITTEE (SPECIAL)	AGENDA ITEM: 6
DATE OF MEETING:	08 JANUARY 2024	CATEGORY: RECOMMENDED
REPORT FROM:	STRATEGIC DIRECTOR (CORPORATE RESOURCES)	OPEN
MEMBERS' CONTACT POINT:	CHARLOTTE JACKSON charlotte.jackson@southderbyshire.gov.uk	DOC: s/finance/committee/2023-24/Jan
SUBJECT:	HOUSING REVENUE ACCOUNT BUDGET 2024-25	REF:
WARD(S) AFFECTED:	ALL	TERMS OF REFERENCE: HC 01

1.0 Recommendations

- 1.1 The options for Council House Rents for 2024/25 are considered and a preferred option is agreed pending the Government's announcement of the Social Housing rent cap for 2024/25.
- 1.2 That the proposed revenue budget for the Housing Revenue Account (HRA) for 2024/25 as detailed in **Appendix 1**, is considered and recommended to the Finance and Management Committee for recommendation for Council approval.
- 1.3 That the proposed Capital budget for this Committee's services for 2024/25 as detailed in **Appendix 2** is considered and recommended to the Finance and Management Committee for recommendation for Council approval.

2.0 Purpose of the Report

- 2.1 As part of the annual financial planning cycle, the report details the Committee's proposed base budget for 2024/25. This includes service delivery proposals, cost pressure and savings of the Committee's main spending areas.
- 2.2 It is proposed that the estimated income and expenditure is included in the consolidated budget of the Council for 2024/25 within the Council's overall medium-term financial position. This will be considered by the Finance and Management Committee on 15th February 2024.
- 2.3 The report also sets out proposals for the percentage increase to Social Housing Rents under the responsibility of this Committee for 2024/25.
- 2.4 The details contained within this report are subject to public consultation with the Council's relevant Committees, ratepayers and the public, as part of the Council's own budget process and statutory and wider consultation.

3.0 Introduction

- 3.1 At the inception of the budget setting process, the following three key principles were agreed with Members and set out to Heads of Service to guide the preparation of budget proposals contained within this report:
- **Budgets should support Service Plan and the Council Plan** –That the budget aligns with Service Plans and the Council Plan to ensure that appropriate funding is in place. The intention is to reduce the need for further reports to Committee for additional funding requests throughout the forthcoming year, unless there are specific requests from Members, or other requirements around procurement or approval considerations.
 - **Revenue investment should be based on demonstratable need or be self-funding** - That any cost-pressures (such as inflation pressures on supplies, services, and contracts), additional staff or reductions in income due to lower demand or reduced fees, should, insofar as is possible, be “self-funding”. Services were asked to try as far as is reasonably practical to off-set increases in financial resources by making savings in other areas or alternatively, additional revenue investments should be fully demonstrated. Overall, the budget process sought for proposals that demonstrated an evidence-based business case which set out the service need, how additional revenue funding will seek to meet that need, and where possible, reduce ongoing expenditure or increase income in other areas.
 - **Capital growth will be considered based on need and innovation meaning it is essential for the maintenance of service delivery or will improve service delivery by way of revenue improvement** –That when we are investing to create or enhance an asset, it is because it will improve the Council’s financial position through reducing spend or generating income, or because we must to maintain services.
- 3.2 As part of the Council’s commitment to continuous improvement and good financial governance, the process for budget setting undertaken this year has been adapted. These changes were set out in the “Budget Setting Approach 2024/25” report delivered to the Council’s policy Committees and Overview and Scrutiny at their meetings in September and October 2023.
- 3.3 In line with the principles set out at 3.1, the Council’s Heads of Service and their service managers have been heavily involved in developing proposals relating to the Housing Revenue Account, such as General Management, supporting people, repairs and maintenance. All proposals have undergone assessment and refinement by the Council’s Leadership Team, who have challenged, scrutinised and refined proposals in light of the principles and the overall financial position of the Council.
- 3.4 The revenue budget approach has been ‘incremental’ meaning that the focus is on budget changes compared to the current year (2023/24) position. As such, revenue proposals are categorised to easily explain the changes and also where proposals can be rejected. The categories as set out in the report in **Appendix 1**. They are set out as individual changes.
- **Savings** – savings identified through either a reduction in budgeted expenditure or income that is additional to that budgeted in the current year because of an increase in charges and/or a forecast increase in demand.

- **Cost Pressures** – where additional budget provision is required to cover unavoidable cost increases. One-off items will be funded through earmarked reserves (see 3.5 below).
- **Service Developments** – proposals to enhance service provision and which require a decision around investment. One-off items will be funded through earmarked reserves (see 3.5 below).

3.5 Where increases in spending, either as a cost pressure or a service development are one-off, they will be funded by earmarked reserves. This is following the Section 151 Officer’s phase 1 review. This repurposing of earmarked reserves represents an effective way of managing one-off expenditure, given its very nature, and in the context of the Council wishing to close its budget gap and it having a high level of reserves and earmarked reserves that have been identified as no longer required for the original purpose for which they were set aside.

3.6 Proposals for capital investment are set out in the report on **Appendix 2** along with the existing capital programme commitments.

Budget Development Timetable

3.7 As detailed below this Committee will review standalone proposal decisions, where proposals are of material nature policy decisions are required. This report is tabled alongside any stand-alone report. This is specifically the case where there are proposals to add posts to the establishment, and where this is the case, **Appendix 1** makes this clear.

Table 1 – Committee Timetable

	Consideration of the draft 2024/25 budget	Consideration of stand-alone policy decisions
Housing and Community Services Committee	8 January 2024	1 February 2024

3.8 The final budget will be presented to the Finance and Management Committee in February 2024 who will recommend it to Council for final approval in the same month.

Consultation

3.9 In line with the Council’s statutory requirement to consult with ratepayers, it is proposed that relevant stakeholders in the business community are written to and views on the budget proposals are sought.

3.10 Between (circa) early-December 2023 and mid-February 2024 wider public consultation will take place via the Council’s website and at Area Forums.

3.11 Feedback received will be collated and reported as part of the final budget report in February 2024.

4.0 Detail

4.1 The draft budgeted position for the 2024/25 year is estimated to be a deficit position of £1.23m as set out in **Appendix 1**.

4.2 This is a decrease on the 2023/24 budgeted position of £895k.

4.3 Since the Council budgets on an incremental basis, the individual changes compared to the 2023/24 position are set out in **Appendix 1** is as follows:

- Service developments – proposed to increase spend by £1,244,775. Appendix 1.
- Cost pressures – increasing spend by £848,016. Appendix 1.
- Savings (inc. rent increase) - £2,987,873. Appendix 1.

Service Developments.

4.4 Across the range of proposals service developments have been developed by service areas for review and whilst being tabled as required for the effective delivery of services, they are additional to what the Council currently provide and could be classified as voluntary additional expenditure.

4.5 All service developments are detailed in Appendix 1. The most significant is a proposal to increase the budget for repairs and maintenance of void properties, as a one-off, by £797,000 for the 2024/25 year.

Cost Pressures

4.6 Cost pressures are set out in Appendix 1, with the most significant being:

- Pay Award £96,220
- R&M Fix & Fittings Contracts £153,265 – This represents the contractor’s uplift of 7% on the repairs and maintenance contract.
- Contributions County Council £130,000 – Derbyshire County Council have confirmed that they will no longer be contributing to the Careline/Telecare services at Oaklands.

Savings and Income

4.7 Savings, including the additional income from an assumed rent increase is set out in Appendix 1. The most significant of these are:

- Investment income £239,553 – this is based on anticipated returns on HRA balances.
- Interest payable £270,000 – this is based on a reduction in interest payable on the HRA self-financing loans due to the next repayment of £10m being repaid 28th March 2024.
- Contingent Sums adjustments £612,916 – removal of contingent sums, as items are included in the base budget.
- Additional debt repayments – see below.
- Rent increase – see below.

4.8 The assumed additional rental income of £1,102,603 has been included in the budget based on a rent increase in line with the national rent increase formula of CPI + 1%. The anticipated announcement for social rents formula is due in the Autumn budget (22 November 2023). In 2023/24 the cap set on social rents was 7% with SDDC setting their increase at 3%. Work is underway to share comparisons of rent levels with other Councils of similar size and/or region and this will be included in the report in February.

4.9 Rents have been calculated in accordance with the Rent Standard Policy at CPI +1, using September rates the potential increase is 7.3%. Below is an illustration of the forgone income in comparison to 3% and 0 %. It must be noted that the comparison figures do account for the reduction of void losses factored into the medium-term financial plan.

Table 1 – Rent Increase Illustrative Options

	CPI + 1% (7.3%)	3%	0%
2024/25 impact to tenant based on average rent	£6.34	£1.74	0
Foregone income over life of MTFP (5 years)	Nil	£391,788	£503,896

Table 2 – Illustrative weekly increase in rents.

Percentage Increase	Weekly Rental Increase between		Average rental increase per week	Average weekly property rent
	£0.00	£0.00		
0%	£0.00	£0.00	£0.00	£87.30
3%	£1.89	£4.12	£2.62	£89.92
7.3%	£4.60	£10.03	£6.37	£93.67

4.10 The Additional Debt Repayments of £750,000 would ordinarily be set aside for the purpose of repaying debt. This saving proposed based on the Council not redeeming its next maturity loan of £10m due in 2027, recognising the significant shift in the Housing Business Plan since the loan was taken out in 2012 as part of self-financing (including 4 years of 1% rent reduction and a lower than cap increase on rents for 2023/24) and the revenue pressure this places on the HRA and the ability for the loan to be refinanced.

5.0 Capital Programmes

HRA

5.1 The Capital programme for the HRA has had no adjustments to the rolling 5 year programme currently in place.

6.0 Corporate Implications

Employment Implications

6.1 There are no direct employment implications arising from this report. However, a number of the indicative proposals will likely have employment implications through the creation of new posts to be added to the council's staffing establishment. These requests will be considered by this committee on 1st February 2024 and associated employment implications clearly set out.

Legal Implications

6.2 There are no direct legal implications arising from this report. The draft budget has been developed on a series of requirements of the Council in line with legal and

regulatory requirements around service provision. Should indicative proposals have specific legal implications, these will be clearly set out in the forthcoming reports to the relevant committee on 1st February 2024.

Corporate Plan Implications

6.3 This draft budget has been prepared to support the delivery of the Council's new Council Plan.

Risk Impact

6.4 This draft budget has been prepared to support the effective management of service risk. A full risk register will be presented as part of the Council Plan for 2024/25.

7.0 Community Impact

Consultation

7.1 As detailed in the report, relevant stakeholders in the business community have been written to and views on the budget proposals are sought, in line with the council's statutory duty to consult ratepayers.

7.2 In addition, between (circa) early-December 2023 and mid-February 2024 wider public consultation will take place via the Council's website and at Area Forums.

7.3.1 All consultation feedback received will be collated and reported as part of the final budget report in February 2024.

Equality and Diversity Impact

7.4 A full Equalities Impact Assessment (EIA) will be undertaken on the budget and presented to the Finance and Management Committee and Full Council as part of the final budget approval process.

Social Value Impact

7.5 Where relevant, the social value impact of proposals will be set out in any forthcoming papers to relevant committees in January/February 2024.

Environmental Sustainability

7.6 Where relevant, the environmental impact of proposals will be set out in any forthcoming papers to relevant committees in January/February 2024.

8.0 Background Papers

8.1 Consolidated Draft Budget Report 2024/25 and Medium-term Financial Plan to 2028/29.

8.2 Report to Finance and Management Committee, 5 October 2023, "Budget Setting Approach 2024/25".

HRA Service Development

Committee	Value of one-off proposals (2024/25 only)	Value of recurring proposals (2024/25 and every year thereafter)	Total
Housing Revenue Account	£97,310	£1,147,465	£1,244,775

Housing Service (HRA)	Title of Proposal	Value	One-off/Recurring	Reason for Change	Committee meeting date for material policy/staffing decisions
Housing Service (HRA)	Asset management data base	70,000	Recurring	<p>A report setting out further detail of this proposal will be presented to this committee on the 1st February 2024.</p> <p>Asset management data base needed for compliance for asbestos register/legionella and stock condition data.</p>	<p>Housing & Communities Committee</p> <p>1 February 2024</p>
Housing Service (HRA)	Repairs and Maintenance of Void properties	797,000	One-off	<p>A report setting out further detail of this proposal will be presented to this committee on the 1st February 2024.</p> <p>This additional budgetary provision will support the anticipated additional high level costs associated with managing voids as the service improves it's performance in respect of voids and the cost of voids is in line with peers.</p>	<p>Housing & Communities Committee</p> <p>1 February 2024</p>

Housing Service (HRA)	Title of Proposal	Value	One-off/ Recurring	Reason for Change	Committee meeting date for material policy/staffing decisions
Housing Service (HRA)	Planned (HRA Revenue) - Professional fees for stock condition and other related surveys	350,465	One-off	<p>A report setting out further detail of this proposal will be presented to this committee on the 1st February 2024.</p> <p>This proposal seeks to increase the budget for the purposes of undertaking up to date stock condition surveys of the council housing stock and to ensure sufficient provision for other surveys requires by housing regulatory standards</p>	<p>Housing & Communities Committee</p> <p>1 February 2024</p>
Housing Service (HRA)	Managing Tenancies (HRA) - Professional House clearance services	19,310	Recurring	This additional budget is proposed to deal with the environmental cleans required for void properties.	
Housing Service (HRA)	Managing Tenancies (HRA) - Purchase of Software	8,000	Recurring	This additional budget will support the purchase of bolt-on software to enable the service to efficiently undertake Tenant Satisfaction Surveys.	

HRA Cost Pressures

Committee	Value of one-off proposals (2024/25 only)	Value of recurring proposals (2024/25 and every year thereafter)	Total
Housing Revenue Account	£170,266	£677,750	£848,016

Housing Service (HRA)	Title of Proposal	Value	One-off/Recurring	Reason for Change
Housing Department Support Staff and Costs (HRA)	Housing Department Support Staff and Costs (HRA) - Subscriptions inflationary increases and 2 new subscriptions	16,102	Recurring	This covers the following subscriptions (The Housing Ombudsman, HQN membership, RTB valuations, Orchard Consultation, and new subscriptions Housing Regulator charges & annual subscription and new subscription to campaign
Housing Department Support Staff and Costs (HRA)	Housing Department Support Staff and Costs (HRA) - Inflationary increases to Computing Maintenance Agreements	10,382	Recurring	Castleton Technology - and Orchard Information Systems (MRI) Castleton Technology is the 'old' name of MRI Communications Manager – the text messaging solution used by Housing for tenant engagement campaigns and other standard automated messages. Orchard (MRI) is the Housing Rental system.
Housing Department Support Staff and Costs (HRA)	Housing Properties Insurance	11,811	Recurring	Inflationary increases in policy cover (Property value 15%)
Housing Department Support Staff and Costs (HRA)	Cost of materials for housing repairs	12,962	Recurring	Industry inflationary increase on cost of materials (7%) purchased for repairs by inhouse trades

Housing Service (HRA)	Title of Proposal	Value	One-off/ Recurring	Reason for Change
Housing Department Support Staff and Costs (HRA)	Compensation Payments - Disrepair claims	10,000	One-off	Due to the lack of investment in particular since 2012 the Council owned properties and data have not allowed for the Council to meet all its repairs / decency commitments. With additional focus and publicity put on disrepair claims from both the government from a category one failure in decency, solicitors, and local radio advertising the volume of disrepair claims is growing significantly this year. It is unknown at this point what longer term effect will have on the budget but given this year's spend so far (£9783) and the fact that we are dealing with 9 cases currently, an increase of budget for next year should be factor into the forecast.
Housing Department Support Staff and Costs (HRA)	Planned Maintenance inflationary increase to contractor payments	153,266	One-off	There are several contractors, but Novus is the main contractor, their current contract is due to expire June 2024, and included yearly increases
Housing Department Support Staff and Costs (HRA)	Management Company Service Charges	3,596	Recurring	Management Company service charges on new build acquisitions (Aston x 12, Repton x 4, Overseal x 7)
Housing Department Support Staff and Costs (HRA)	Supported Housing - Utilities	45,973	Recurring	Electricity budgets have been set based on annual usage at current fixed rates until September '24, a 25% contingency has then been applied to the remaining 6 months. Gas budgets are set based on the last 12 months actual data until November '24 when the fixed tariff ends, a 25% contingency has then been applied to the remaining 4 months. Water budgets have been set based on the last 12 months actual data (where available) with a 10% contingency applied. The contingency has been applied to reflect the volatility of market conditions, at this stage there isn't any information available to apply a more accurate contingency.
Housing Department	Garage Rents	7,000	One-off	Garages and Garage plots rents normally increase in line with rents, the budget has been calculated the same % as used for rents and the currently level of occupancy.

Housing Service (HRA)	Title of Proposal	Value	One-off/Recurring	Reason for Change
Support Staff and Costs (HRA)				
Housing Department Support Staff and Costs (HRA)	Supported Housing (HRA) Derbyshire County Council Contributions to services	130,000	Recurring	County Council Contributions advised to be discontinued after March 2024 - Careline & Independent Living Services was an item in the August 2023 Housing & Community Services Committee
Current Establishment	Current Establishment - Pay Award	64,361	Recurring	
Current Establishment	Current Establishment - Incremental Rises	31,859	Recurring	
Current Establishment	Current Establishment - Apprenticeship Levy	114	Recurring	
HRA Recharges Changes		302,522	Recurring	
Housing Department Support Staff and Costs (HRA)	De-minimis	48,067	Recurring	Insurances, subscriptions, training etc.

Appendix 1

HRA Savings

Committee	Value of one-off proposals (2024/25 only)	Value of recurring proposals (2024/25 and every year thereafter)	Total
Housing Revenue Account	£0	£2,987,873	£2,987,873

Housing Service (HRA)	Title of Proposal	Value	One-off/Recurring	Reason for Change
Housing Service (HRA)	External Interest Payable (HRA) Interest Paid	-270,000	Recurring	Paid Sept/March - 2nd £10m paid back March 2024 is reflected in the reduction of interest payable
Housing Service (HRA)	Council House Rental Income	-1,102,104	Recurring	Increase as per Housing Rent Standards 7.3% (CPI +1)
Housing Service (HRA)	Interest Receivable	-239,553	Recurring	Interest rates have remained high throughout 2023/24 return on investment is currently averaging around 5%. Market experts predict that going into 2024/25 the interest rates will slowly start to come down and the effects will be felt in the market. Therefore, the increase in budgeted income for the year predicts an average rate of 4% which is where the market is predicted to be while the wider economy settles. The budget is set on an investment portfolio of £35m
Housing Service (HRA)	Insurance premium recovery	-500.00	Recurring	
Housing Service (HRA)	Staff Car Allowances	-569	Recurring	Reduced hours to 20 on one post

Housing Service (HRA)	Title of Proposal	Value	One-off/Recurring	Reason for Change
Housing Service (HRA)	Engineering Insurance-Boilers, Lifts & Machines	-15	Recurring	Decrease in insurance premium
Current Establishment	Enhanced Pension	-616	Recurring	
Current Establishment	Essential User	-361	Recurring	
Interdepartmental Recharges Changes		-11,240		
Removal of Contingent Sums		-612,916		
Reduction to Additional Debt Repayment		-750,000		Looking to reprofile loans due in 2026/27

REPORT TO:	HOUSING AND COMMUNITY SERVICES COMMITTEE (SPECIAL)	AGENDA ITEM: 7
DATE OF MEETING:	08 JANUARY 2024	CATEGORY: DELEGATED
REPORT FROM:	STRATEGIC DIRECTOR (SERVICE DELIVERY)	OPEN
MEMBERS' CONTACT POINT:	DEMOCRATIC SERVICES 01283 59 5889/5722 democraticservices@southderbyshire.gov.uk	DOC:
SUBJECT:	COMMITTEE WORK PROGRAMME	REF:
WARD(S) AFFECTED:	ALL	TERMS OF REFERENCE: G

1.0 Recommendations

1.1 That the Committee considers and approves the updated work programme.

2.0 Purpose of Report

2.1 The Committee is asked to consider the updated work programme.

3.0 Detail

3.1 Attached at Annexe 'A' is an updated work programme document. The Committee is asked to consider and review the content of this document.

4.0 Financial Implications

4.1 None arising directly from this report.

5.0 Background Papers

5.1 Work Programme.

Housing and Community Services Committee – 08 January 2024 Work Programme

Work Programme Area	Date of Committee meetings	Contact Officer (Contact details)
Reports Previously Considered By Last 5 Committees		
Council House Letting and Void Properties	25 April 2023	Paul Whittingham Head of Housing (01283) 595984
Corporate Plan 2020-24: Performance Report (2022-2023 Quarter 4 – (1 April to 31 March)	01 June 2023	Heidi McDougall Strategic Director (Service Delivery) 01283 595775
Council ASB Policy Review	01 June 2023	Sean McBurney (Head of Cultural & Community Services) 07435 935050
Parks and Green Spaces Policy (Service Standards)	01 June 2023	Sean McBurney (Head of Cultural & Community Services) 07435 935050
Corporate Plan 2020-24: Performance Report 2023-2024 Quarter 1 – (1 April to 30 June)	17 August 2023	Heidi McDougall Strategic Director (Service Delivery) 01283 595775
Budget Setting Approach 2024-25	28 September 2023	Charlotte Jackson (Head of Finance) 07770 085452
Update to Parks and Green Spaces Service Standards Policy	28 September 2023	Sean McBurney Head of Cultural & Community Services 07435 935050
Sharpe's Pottery Heritage and Arts Trust (Exempt)	28 September 2023	Sean McBurney Head of Cultural & Community Services 07435 935050

Long Term Lease of Shardlow Allotments to Shardlow & Great Wilne Parish Council (Exempt)	28 September 2023	Sean McBurney Head of Cultural & Community Services 07435 935050
Corporate Plan 2020-24: Performance Report (2023-2024 Quarter 2 – (1 July to 30 September)	16 November 2023	Heidi McDougall Strategic Director (Service Delivery) 01283 595775
Transfer of Sports Pavilion to Willington Parish Council – Exempt	16 November 2023	Sean McBurney Head of Cultural & Community Services 07435 935050
Long Term Lease of Philip Richardson Memorial Field to Netherseal Parish Council – Exempt	16 November 2023	Sean McBurney Head of Cultural & Community Services 07435 935050
Tenancy Strategy and Tenancy Policy	16 November 2023	Heidi McDougall Strategic Director (Service Delivery) 01283 595775
Housing Compliance in Conjunction with New Regulator Consumer Standards	16 November 2023	Heidi McDougall Strategic Director (Service Delivery) 01283 595775
Regulator of Social Housing Proposed Consumer Standards	16 November 2023	Heidi McDougall Strategic Director (Service Delivery) 01283 595775
Fisher Close Social Housing Development - Exempt	16 November 2023	Heidi McDougall Strategic Director (Service Delivery) 01283 595775
Housing Services Review – Exempt	16 November 2023	Heidi McDougall Strategic Director (Service Delivery) 01283 595775
Provisional Programme of Reports To Be Considered by Committee		
Service Base Budget 2024-25	08 January 2024	Charlotte Jackson Head of Finance 07770 085452

Housing Revenue Account Budget 2024-25	08 January 2024	Charlotte Jackson Head of Finance 07770 085452
SHDF Wave 1 + 2	01 February 2024	Heidi McDougall Strategic Director (Service Delivery) 01283 595775
Active Schools Partnership – School Swimming Partnership	01 February 2024	Sean McBurney Head of Cultural & Community Services 07435 935050
Bevin Boys Miners Memorial	01 February 2024	Sean McBurney Head of Cultural & Community Services 07435 935050
Community Grant Fund updates	01 February 2024	Sean McBurney Head of Cultural & Community Services 07435 935050
Beat the Street Update	01 February 2024	Sean McBurney Head of Cultural & Community Services 07435 935050
Foundation/Adaptations Policy Review	01 February 2024	Heidi McDougall Strategic Director (Service Delivery) 01283 595775
Procurement of IT Software	01 February 2024	Heidi McDougall Strategic Director (Service Delivery) 01283 595775
Surveillance Policy Update	01 February 2024	Sean McBurney Head of Cultural & Community Services 07435 935050
Revitalising Rosliston Forestry Centre Update	01 February 2024	Sean McBurney Head of Cultural & Community Services 07435 935050
Volunteering Policy	01 February 2024	Sean McBurney Head of Cultural & Community Services 07435 935050

Development and refurbishment Options Appraisals	01 February 2024	Heidi McDougall Strategic Director (Service Delivery) 01283 595775
Policy on Access to Allotments	01 February 2024	Sean McBurney Head of Cultural & Community Services 07435 935050
Corporate Plan 2020-24: Performance Report (2023-2024 Quarter 3 – (1 October to 31 December)	07 March 2024	Heidi McDougall Strategic Director (Service Delivery) 01283 595775
Tenant Satisfaction Survey	07 March 2024	Heidi McDougall Strategic Director (Service Delivery) 01283 595775
Stock Condition Survey	07 March 2024	Heidi McDougall Strategic Director (Service Delivery) 01283 595775
Health and Housing Strategy 2021-23	07 March 2024	Heidi McDougall Strategic Director (Service Delivery) 01283 595775
Leisure Facilities Strategy	TBC	Sean McBurney Head of Cultural & Community Services 07435 935050
Voids and Relet Update	TBC	Heidi McDougall Strategic Director (Service Delivery) 01283 595775