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Date: 5 January 2015

Dear Councillor,

Housing and Community Services Committee

A Meeting of the **Housing and Community Services Committee** will be held in the **Council Chamber**, on **Tuesday, 13 January 2015 at 18:00**. You are requested to attend.

Yours faithfully,

Chief Executive

To:- **Conservative Group**
Councillor Hewlett (Chairman), Councillor Smith (Vice-Chairman) and Councillors Ford, Harrison, Mrs. Hood, Lemmon and Murray.

Labour Group
Councillors Dunn, Frost, Mulgrew, Rhind, Richards and Shepherd.



AGENDA

Open to Public and Press

- 1** Apologies
- 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** Reports of Overview and Scrutiny Committee
- 6** Service Base Budget 2015 - 2016 **3 - 20**

Exclusion of the Public and Press:

The Chairman may therefore move:-

That in accordance with Section 100 (A) of the Local Government Act 1972 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.

- 7** 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 – BUDGET) | AGENDA ITEM: 6 |
| DATE OF MEETING: | 13th JANUARY 2015 | CATEGORY: RECOMMENDED |
| REPORT FROM: | DIRECTOR OF FINANCE & CORPORATE SERVICES | OPEN |
| MEMBERS' CONTACT POINT: | KEVIN STACKHOUSE (01283 595811) Kevin.stackhouse@south-derbys.gov.uk | DOC: u/ks/budget round1516/ base budget policy reports/2 HCS/HCS budget committee 1516 |
| SUBJECT: | SERVICE BASE BUDGETS 2015 / 2016 | REF: |
| WARD(S) AFFECTED: | ALL | TERMS OF REFERENCE: HCS |

1.0 Recommendations

- 1.1 That the proposed revenue income and expenditure for 2015/16 for the Committee's Services as detailed in **Appendix 1** are considered and referred to the Finance and Management Committee for approval.
- 1.2 That the proposed fees and charges as detailed in **Appendix 3** for 2014/15 are considered and approved.
- 1.3 That consideration is given to the level of any increase in grants to voluntary bodies in 2015/16.

2.0 Purpose of Report

- 2.1 As part of the annual financial planning cycle, the report details the Committee's proposed base budget for 2015/16, with a comparison to the current year, 2014/15. This includes an overview 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 2015/16 subject to the Council's overall medium-term financial position. This will be considered by the Finance and Management Committee during the coming month.
- 2.3 The report also sets out proposals for the level of fees and charges under the responsibility of this Committee for the next financial year. A summary of the Committee's existing capital investment programme is also included.

3.0 Summary and Overview

3.1 The Committee is responsible for some large spending areas, in particular on leisure, recreational facilities, community development and private sector housing.

External Funding

- 3.2 A large part of the Committee's annual spending on community development, crime prevention, together with sport, health and homelessness prevention, is delivered in partnership with other agencies. Expenditure is financed in part from their contributions which can in turn be reliant on specific central government funding.
- 3.3 This funding is not necessarily available from year to year. The Council maintains specific reserves which hold funding awarded in previous years and is drawn down to meet projects and costs on a yearly basis. Some of this funding is not always replaced each year and expenditure is adjusted accordingly.
- 3.4 In recent budget rounds some Council posts have been mainstreamed into the Base Budget. This has confirmed on-going resources in supporting local community partnerships, environmental education, together with costs associated with maintaining Swadlincote Woodlands.
- 3.5 Although the Council still has access to longer term funding, this is finite unless replaced. Consequently, some services could again come under pressure in future years and this will be kept under review.
- 3.6 Furthermore, expenditure of approximately £80,000 per year on parks and maintenance of open spaces is supplemented by drawing down commuted sums received as part of residential developments. Although current funds will support expenditure for several more years, this funding is also finite and will eventually end if not replaced. This will also need to be kept under review.

The Council's Overall Financial Position

- 3.7 The Council's Medium Term Financial Plan (MTFP) was reviewed and updated in October 2014. This showed that the General Fund has built up a good level of reserves, mainly due to budget underspends. Much of this has been due to one-off factors such as staffing vacancies and additional income.
- 3.8 Whilst in recent years, this has been a familiar pattern, it cannot be guaranteed in future years. Current spending is still projected to be greater than income as costs are expected to increase and overall core funding reduces. Consequently, there is an underlying budget deficit and this is still a key factor for financial planning.
- 3.9 The Finance and Management Committee will consider the detail of the overall financial position on 15th January 2015, including proposals from this Committee. Therefore, it is important that this Committee scrutinises its

spending base closely to identify potential budget savings and carefully examines any areas where there are any proposals to increase spending.

Summary of Expenditure

3.10 The following table provides an overall summary at main service level of the Committee's net revenue expenditure.

| Summary of Net Revenue Expenditure | Approved Budget 2014/15 £ | Proposed Budget 2015/16 £ | Change £ |
|--|---------------------------------|---------------------------------|---------------|
| Community Development & Support | 508,326 | 486,092 | -22,234 |
| Leisure and Recreational Activities | 128,326 | 156,553 | 28,227 |
| Leisure Centres and Community Facilities | 470,478 | 486,788 | 16,310 |
| Parks and Open Spaces | 693,732 | 698,338 | 4,606 |
| Private Sector Housing | 400,200 | 423,350 | 23,150 |
| Total - Net Expenditure | 2,201,063 | 2,251,121 | 50,058 |

3.11 The above table shows that the Committee's net expenditure is estimated to increase overall between 2014/15 and 2015/16 by £50,058. An analysis of the changes within each service area is detailed in **Appendix 2**. A summary of the changes is shown in the following table.

| Change in Base Budget 2014/15 to 15/16 | £'000 |
|--|------------|
| Increases in Income | (23) |
| Budget Savings | (32) |
| Pay Award | 27 |
| Other increases in Pay | 38 |
| Service Cost Increases | 100 |
| Service Reduction Costs | (75) |
| Transfers from Earmarked Reserves | (38) |
| Change in Service Expenditure | (3) |
| Add: Increase in Depreciation | 19 |
| Add: Transfer to other Committees | 34 |
| Overall Base Budget Increase | 50 |

3.12 Although overall, there is a proposed increase of £50,000, this reduces after adding in internal/accounting adjustments for depreciation and transfers to other Committees.

3.13 The table shows that the actual change in service expenditure is an overall decrease of £3,000. Some increases/decreases in costs are offset by adjustments between earmarked reserves. Details of all the changes are provided in the following sections.

Depreciation (Increase of £19,000)

- 3.14 Depreciation charges are reversed out in Finance Committee on consolidating the Council's budget. They reflect charges for using capital assets in service delivery in accordance with accounting regulations.
- 3.15 The increase relates to land and buildings as assets are written down in the Council's accounts.

Transfer between Committees (£34,000)

- 3.16 This includes a transfer in of agency income from the Environmental and Development Services Committee (£42,000) to match costs incurred by grounds maintenance for highways related work.
- 3.17 This is offset by a transfer of costs from Finance Committee (£12,000) associated with the management of events. This follows the restructures in Democratic and Community Services approved in 2013/14.
- 3.18 In addition, there is a transfer of specific grant (£64,000) for the Homelessness Service that is now included within the main Revenue Support Grant of the Council.
- 3.19 It should be noted that overall income and expenditure has not changed, only the allocation between policy committees.

Increases in Income (£23,000)

- 3.20 This is an overall figure, including a reduction in income, with several individual variances as shown in the following table.

| | £'000 |
|--|--------------|
| Reduction in Partnership Contributions | 54 |
| Increase in Income – Rosliston Forestry Centre | -45 |
| Increase in Cemeteries Income | -11 |
| Increase in Leisure Centre Income | -10 |
| Increase in Markets Income | -6 |
| Other Changes (net) | -5 |
| Total Overall Increase | (23) |

- 3.21 The reduction in partnership contributions relates mainly to sports development. As highlighted previously, actual amounts can vary between years depending on projects and funding available. This is balanced by a reduction in costs and/or funding from reserves.
- 3.22 The largest increase in income is at Rosliston Forestry Centre. This is to cover increased costs as detailed later in the report.

Budget Savings (£32,000)

- 3.23 These reflect the savings achieved from the approved restructure of Private Sector Housing and Environmental Health in 2014/15. These are the on-going budget savings from 2015/16.

Pay Award (£27,000)

- 3.24 A national pay award for local government staff was agreed in November 2014. This increased most pay scales by 2.2% from 1st January 2015, with larger increases for the 6 lowest pay points and smaller increases for Chief Officers.
- 3.25 In addition, a one-off, non-consolidated payment was awarded to most pay points equating to a further 1% of current pay, again rising for the lower pay points.
- 3.26 This award will run to March 2016 when pay will again be reviewed. The cost of the award in 2014/15 and 2015/16 will be financed from an inflation contingency, a separate amount set-aside corporately, in the Council's Budget. The increase relating to this Committee has been included in the Base Budget proposals.

Other Increases in Pay (£38,000)

- 3.27 Increases have been added for employees on career graded posts and those subject to incremental steps within a specific grade which recognises experience and development. The total for this Committee is £9,000 and provision is made separately within the MTFP for these increases.
- 3.28 In addition, on-going increases (£28,000) have been built into the proposed budget for grounds maintenance to cover increased highways work. A corresponding reduction has been included in the Street Cleansing budget within Environmental Services Committee.

Cost Increases (£100,000)

- 3.29 The largest increases are those at Rosliston Forestry Centre (£45,000) and for Parks and Open Spaces (£24,000). Both of these amounts are covered by increased income and funding from earmarked reserves respectively. Other increases are largely offset by contributions from specific reserves.
- 3.30 The increases at Rosliston relate to maintenance and utility costs (£29,000) and contractor payments of £16,000.
- 3.31 As regards Parks and Open Spaces, it is proposed to increase maintenance budgets for buildings repairs, including pavilions and play areas, together with addressing an increase in dilapidation of paths and car parks at recreational facilities.
- 3.32 This is to prevent insurance claims and to upgrade the general infrastructure.

3.33 Within this, additional budget is also being proposed for repairs to street and parks furniture, together with maintenance of tree and shrub planting within the main park areas.

Cost Reductions (£75,000)

3.34 The main reductions relate to the Sports Partnership (£20,000) and in the Homelessness Services (£28,000). However, this is due to less project work anticipated in 2015/16 and is largely offset by a reduction in external contributions and/or reserve funding.

3.35 There are also numerous smaller reductions in costs spread across several services.

Earmarked Reserves

3.36 As highlighted, some spending is financed by drawing down earmarked reserves. After taking account of these amounts, the estimated balance on the relevant reserves is shown in the following table.

| Community Services - Earmarked Reserves | Balance | Usage | Usage | Estimated |
|--|----------------------|-----------------|-----------------|-------------------------|
| | b/fwd 1/4/14 £ | 14/15 £ | 15/16 £ | Balance 31/3/16 £ |
| Public Open Space - Commuted Sums | 452,757 | -52,950 | -79,650 | 320,157 |
| Youth Engagement Partnership | 472,978 | -65,600 | -134,800 | 272,578 |
| Schools Sport Partnership Project | 187,765 | -65,400 | -102,000 | 20,365 |
| Community Safety & Crime Reduction | 456,611 | -70,800 | -106,950 | 278,861 |
| Young People's Cultural / Arts Development | 42,326 | 0 | -3,000 | 39,326 |
| Get Active in the Forest Partnership | 112,410 | -600 | -85,450 | 26,360 |
| Homelessness Prevention | 176,581 | -16,750 | 0 | 159,831 |
| Total - Earmarked Reserves | 1,901,428 | -272,100 | -511,850 | 1,117,478 |

3.37 The usage figures also include £80,000 in 2015/16 which has been earmarked to support the financing of the proposed Grove Hall Capital Project approved in October 2013. None of the Reserves include any further income from external contributions, although it is likely that some will be received.

4.0 Detail

- 4.1 **Appendix 1** summarises the Committee's budgets at cost centre level with **Appendix 2** analysing changes between 2014/15 and 2015/16 for each cost centre.

Basis of the Budget

- 4.2 Budgets are usually calculated on an incremental basis, i.e. they are maintained at the same level as the previous year adjusted only for known changes and variations that have been identified through a restructure or efficiency programme.
- 4.3 However, many budgets are also subject to a base line review which is used to justify proposed spending. This process places greater responsibility on budget holders to justify their spending budgets by specifying their needs in a more constructed manner.
- 4.4 As well as identifying possible budget savings, it can also identify potential cost pressures; this approach has been well used across the Committee's services.

On-going Service Provision

- 4.5 The budgets are based substantively on a continuation of existing service provision (in respect of staffing levels, frequency, quality of service, etc.).
- 4.6 However, the full year effects of previous year's restructures and efficiencies are included, with any non-recurring items removed as identified in the report.

Central Costs

- 4.7 As usual, the base budgets exclude the costs of internal central support service charges, together with any statutory pension adjustments.
- 4.8 These items are costed centrally and considered by the Finance and Management Committee in detail. They are allocated across services in accordance with accounting regulations when approved through the budget process.

Pension Contributions

- 4.9 Some changes have occurred to the allocation of pension costs due to the way that the lump sum payment to the Administering Authority has been allocated. The overall cost however, has not changed.

Inflation

- 4.10 The base budget for 2015/16 has been uplifted by inflation in 2014/15 where this applies, for example, the 2014 national pay award. However, proposed budgets for 2015/16 do not at this stage allow for future inflation.

4.11 Clearly, some base costs will be subject to inflation during future years and in some cases it will be “unavoidable,” for example employee costs, when national pay increases are approved.

4.12 Allowances for inflation based on various assumptions regarding price increases, etc. will be calculated across the main spending heads and in total, held as a central contingency.

4.13 In line with current policy, this contingency will be reviewed and monitored by Finance and Management Committee and allocated into service budgets, as the actual effects of inflation become known over the year.

Inflation on Grants to Voluntary Bodies

4.14 Each year, consideration is given to increasing the base contribution in grants to recognise inflation. For 2014/15, the Council approved an increase of 2% (2.6% in 2013/14). In the two years prior to that, the base contribution was frozen.

4.15 Inflation, as measured by the RPI, stood at 2.3% in September 2014 and has since fallen to 2% by November 2014. The forecast for 2015/16, included in the Government’s Autumn Statement, shows 2.2%. The Council’s MTFP provides for a 2% increase.

4.16 Every 1% increase in the base level across all grants equates to approximately £2,000 per year.

4.17 The actual increase will be considered by the Finance and Management Committee as part of the Council’s overall Budget for 2015/16 and this Committee are requested to make an appropriate recommendation.

Risks

4.18 Additional costs associated with Rosliston Forestry Centre and maintenance in parks and open spaces, have been built into base budgets. These matters are detailed in the report.

4.19 Other financial risks associated with the Committee’s services are identified in the following table.

| Risk | Issue | Action |
|----------------------------------|--|--|
| External Funding | As detailed in the report; several services reliant on a degree of external contributions. | Earmarked reserves maintained to spread expenditure over a number of years. These are currently estimated to remain at approximately £1.1m by 2016. It is considered that this will maintain existing services over the MTFP period to 2020. |
| Rosliston Forestry Centre | Increase in income anticipated in 2015/16 to cover additional costs. | An additional £45,000 required. This will be accepted under review. |

| | | |
|---|---|--|
| Artificial Grass Pitch – Etwall Leisure Centre | No income and expenditure has been included in the base budgets for 2014/15 and 2015/16. | The Council's financial liability for this facility is still to be fully assessed under the Contract; this is still being calculated. Although no significant liability is currently anticipated, this is not certain. |
| Growth | The Council's MTFP identifies underlying cost pressures yet to surface as a risk, due to pressure on services such as parks and open space provision. | An on-going amount of £100,000 has been set-aside in the MTFP; this will be kept under review. |

Capital Investment

4.20 The Committee currently has a substantial capital programme financed through external sources in addition to the Council's own resources. Individual projects and schemes are summarised below.

PRIVATE SECTOR HOUSING & DFGs

| | |
|--|-----------------------|
| Disabled Facility Grants and other Works | 343,000 |
| Strategic Housing Market Assessment | 40,000 |
| Private Sector Stock Condition Survey | 22,750 |
| Empty Property Landlord Grants | 42,943 |
| | <u>448,693</u> |

LEISURE & COMMUNITY DEVELOPMENT

| | |
|---|-------------------------|
| Hilton Village Hall Extension | 217,408 |
| Rosliston - Enterprise Centre | 17,698 |
| Eureka Park - Community Programme | 443,040 |
| Community Partnership Scheme | 19,968 |
| Open Space Development Project | 4,068 |
| Swadlincote Skate Park | 20,000 |
| Green Bank Leisure Centre Refurbishment - Phase 2 | 547,354 |
| <i>Etwall Leisure Centre - Fitness / Community Facilities</i> | <i>360,000</i> |
| <i>Melbourne Leisure Centre</i> | <i>335,637</i> |
| <i>Melbourne Sports Partnership</i> | <i>1,191,683</i> |
| | <u>3,156,856</u> |

4.21 The schemes highlighted in the above table are substantially complete. The three remaining schemes are still subject to external funding and/or procurement, although some preliminary works have been undertaken. The Melbourne Sports Partnership also has resources of approximately £900,000 earmarked in future years, covering 2016/17 and 2017/18.

4.22 Resources for Disabled Facility Grants are totally reliant on Government funding. Currently, this is expected to continue at around £250,000 per year, although this is only confirmed one year in advance.

4.23 A funding bid, subject to contractual and procurement arrangements being agreed will be submitted to develop the Grove Hall in Swadlincote into an

Extreme Sports Zone. When implemented, the revenue implications (as approved in October 2013) will need to be built into revenue budgets

Proposed Fees and Charges 2015/16

4.24 **Appendix 3** provides a schedule of the proposed level that will operate from 1st April 2015, together with a comparison to the existing charge. Where applicable, VAT is also added at the appropriate rate.

4.25 A detailed review of fees and charges has been undertaken as part of this budget round. Where possible, charges have been increased to reflect inflation and demand for services.

4.26 The main changes proposed are those relating to Cemeteries and in Parks, where a 5% increase is proposed to cover additional maintenance costs. No changes are proposed for Supported Housing (Telecare, etc.) following a fundamental review and change to the charging structure in 2013/14.

Strategic Housing

4.27 Under the Mobile Homes Act of 2013, several new charges are being implemented for licensing residential park homes. These were approved by the Committee in April 2014 and followed a period of consultation. The proposed charges are based on a calculation of officer time and costs, as detailed in the report in April 2014.

Rosliston Forestry Centre

4.28 Charges applied at Rosliston Forestry Centre for lodge hire and activities, etc. are set by the Executive Board of the Partnership in accordance with the Business Plan for the Centre. They are not reproduced in this report but are available direct from the Centre.

5.0 Financial Implications

5.1 As detailed in the report

6.0 Corporate Implications

6.1 There are no other direct legal, personnel or other corporate implications apart from that considered in the report.

7.0 Community Implications

7.1 The proposed budgets and spending under the responsibility of the Committee, provides the financial resources to enable many of the on-going services and Council priorities to be delivered to the local community.

8.0 Background Papers

8.1 None

APPENDIX 1: BUDGET - 2015/16

Housing & Community

| | | BUDGET | | | |
|---|--|----------------|----------------|----------------|--|
| | | 2015/16 | 2014/15 | VARIANCE | |
| | | £ | £ | £ | |
| ACT00 | General Grants, Bequests & Donations | 248,269 | 248,743 | 474 | |
| CCD00 | Community Centres | 76,001 | 89,885 | 13,884 | Saving depreciation (10k) and overtime (4k) |
| CEG00 | Community Safety (Crime Reduction) | 109,990 | 109,990 | -0 | |
| CEK00 | Defences Against Flooding | 56,774 | 58,495 | 1,721 | Savings grounds maintenance (non-contract) |
| CPH20 | Market Undertakings | -11,943 | -5,788 | 6,155 | Increase in income |
| CCF10 | Village Halls | 7,000 | 7,000 | 0 | |
| Community Development and Support | | 486,092 | 508,326 | 22,234 | |
| CCA10 | Arts Development & Support | 21,320 | 21,320 | -0 | |
| CCA40 | Events Management | 135,233 | 107,006 | -28,227 | Adverse salaries (17k) and Civic Functions (15k) moved from ACD00 - Saving (4k) Christmas lights |
| Leisure and Recreational Activities | | 156,553 | 128,326 | -28,227 | |
| CCD20 | Sports Development & Community Recreation | 120,500 | 115,038 | -5,462 | Reserve Funded CCD10,20, 40 & 50 total variance 0 |
| CCD30 | Indoor Sports & Recreation Facilities | 316,714 | 300,304 | -16,410 | Favourable income John Port School contribute 38% (12k), lease agreement saving (4k) and surplus income AGP (2k) - adverse depreciation (23k), utilities (4k), contract fee (3k) and possible deficit in café running costs (4k) |
| CCD40 | Outdoor Sports & Recreation Facilities (SSP) | 8,059 | -334 | -8,393 | Reserve Funded CCD10,20, 40 & 50 total variance 0 |
| CCA00 | Melbourne Leisure Centre | 1,100 | 1,200 | 100 | |
| CCD10 | Get Active in the Forest | 26,050 | 40,105 | 14,055 | Reserve Funded CCD10,20, 40 & 50 total variance 0 |
| CCD50 | Playschemes | 14,365 | 14,165 | -200 | Reserve Funded CCD10,20, 40 & 50 total variance 0 |
| Leisure Centres and Community Facilities | | 486,788 | 470,478 | -16,310 | |
| CCE00 | Ground Maintenance | 392,895 | 387,439 | -5,456 | Favourable income moved from CES00 (43k) - adverse salaries (41k), utilities (3k) and internal recharge grounds maint (4k) |
| CCE10 | Countryside Recreation & Management | 11,989 | 12,683 | 694 | |
| CCE20 | Allotments | -655 | -525 | 130 | |
| CCF20 | Rosliston Forestry Centre | 96,188 | 96,189 | 0 | |
| CEA00 | Cemeteries | 2,617 | 3,136 | 518 | Additional income budgeted due to trend 13/14 and YTD (11k) - adverse professional fees due to increased income (7k) and salaries (3k) |
| CEA30 | Closed Churchyards | 4,100 | 3,608 | -492 | |
| KJE70 | Community Parks & Open Spaces | 191,203 | 197,802 | -6,599 | Additional reserve funding to cover increased expenditure (27k) - adverse R & M (10k), health & safety (5k), materials (5k), professional fees (2k) and depreciation (5k) |
| Parks and Open Spaces | | 698,338 | 693,732 | -4,606 | |

APPENDIX 1: BUDGET - 2015/16

Housing & Community

| | | BUDGET | | | |
|-------------------------------|---|------------------|------------------|----------------|--|
| | | 2015/16 | 2014/15 | VARIANCE | |
| | | £ | £ | £ | |
| KGA00 | Housing Strategy | 121,194 | 113,815 | -7,379 | Adverse salaries (11k) and favourable training & subscriptions (3k) |
| CEE20 | Housing Standards | 82,951 | 78,331 | -4,620 | Salaries |
| KGD00 | Housing Advice | 53,354 | 37,791 | -15,563 | Adverse withdrawal of 9k reserve funding, training (5k) and salaries (2k) |
| KGE10 | Administration of Renovation & Improvement Grants | 31,871 | 85,083 | 53,213 | Savings salaries (28k) and third party agency fees no longer required (25k) |
| KGH10 | Bed / Breakfast Accomodation | 0 | 4,000 | 4,000 | Income to equal costs |
| KGH40 | Homelessness Administration | 87,911 | 96,675 | 8,764 | Saving salaries (91k) and grants (2k) - adverse training (5k), RSG removed from budget (64k) and reserve funding removed (16k) |
| KGX20 | Housing Department Support Staff and Costs | 61,533 | 0 | -61,533 | Transfer of costs from KGH40 and KGX00 |
| KGT00 | Travellers' Sites | -15,464 | -15,496 | -32 | |
| Private Sector Housing | | 423,350 | 400,200 | -23,150 | |
| | | | | | |
| COMMITTEE TOTALS | | 2,251,121 | 2,201,063 | -50,058 | |

APPENDIX 2

ANALYSIS OF CHANGES BETWEEN 2014/15 APPROVED & 2015/16 PROPOSED BASE BUDGETS

Figures all in £'000

| Cost Code | Service Area | Income | Budget Savings | Committee Transfer | Pay Award | Other Pay | Deprn. | Service Costs | Reserve Funding | TOTAL |
|--------------|---------------------------------------|-------------|----------------|--------------------|-----------|-----------|-----------|---------------|-----------------|-----------|
| ACT00 | Grants to Voluntary Bodies | | | | 1 | (1) | | | | - |
| CCA00 | Melbourne Assembly Rooms | | | | | | | | | - |
| CCA10 | Arts Development and Support | (1) | | | | | | 4 | (3) | - |
| CCA40 | Events Management | (2) | | 12 | 2 | 15 | | 1 | | 28 |
| CCD00 | Community Centres | | | | 1 | (5) | (10) | | | (14) |
| CCD10 | Get Active in the Forest | 3 | | | | | | (2) | (15) | (14) |
| CCD20 | Sports Development & Recreation | 46 | | | 4 | | | (7) | (37) | 6 |
| CCD30 | Green Bank and Etwall Leisure Centres | (10) | | | | | 23 | 3 | | 16 |
| CCD40 | Sports Partnership | 18 | | | 1 | | | (20) | 9 | 8 |
| CCD50 | Playschemes | | | | | | | 5 | (5) | - |
| CCE00 | Grounds Maintenance | | | (42) | 13 | 28 | 1 | 6 | | 6 |
| CCE10 | Countryside Recreation & Management | | | | | | | (1) | | (1) |
| CCE20 | Allotments | | | | | | | | | - |
| CCF10 | Village Halls | | | | | | | | | - |
| CCF20 | Rosliston Forestry Centre | (45) | | | | | | 45 | | - |
| CEA00 | Cemeteries | (11) | | | | 3 | | 7 | | (1) |
| CEA30 | Closed Churchyards | | | | | | | | | - |
| CEE20 | Housing Standards | | 6 | | | | | (1) | | 5 |
| CEG00 | Community Safety (Crime Reduction) | (10) | | | 2 | | | (6) | 14 | - |
| CEK00 | Defences Against Flooding | (1) | | | 1 | (2) | | | | (2) |
| CPH20 | Market Undertakings | (6) | | | | | | | | (6) |
| KGA00 | Housing Strategy | | 10 | | | | | (3) | | 7 |
| KGD00 | Housing Advice | | 2 | | | | | 5 | 9 | 16 |
| KGE10 | Renovation & Improvement Grants | | (50) | | | | | (3) | | (53) |
| KGH10 | Bed / Breakfast Accomodation | | | | | | | (4) | | (4) |
| KGH40 | Homelessness Administration | | | 64 | | (62) | | (28) | 17 | (9) |
| KGX 20 | Housing Department Support Costs | | | | | 62 | | | | 62 |
| KGT00 | Travellers' Sites | | | | | | | | | - |
| KJE70 | Community Parks & Open Spaces | (4) | | | 2 | | 5 | 24 | (27) | - |
| TOTAL | | (23) | (32) | 34 | 27 | 38 | 19 | 25 | (38) | 50 |

HOUSING and COMMUNITY SERVICES COMMITTEE: PROPOSED FEES AND CHARGES 2015/16

| Service | Current Fee £:p | Proposed Fee £ | Fee Notes and Reason for Increase/Change |
|---|------------------------------------|-----------------------------|---|
| Get Active, Hire of Sports Equipment and Facilities | | | |
| Get active in the forest Tai Chi | 3.50 | 3.00-3.50 | Some new classes started so pump priming to get established. Established sessions (1.5 hrs will be maintained at £3.50) 1 hour sessions £3. |
| Get active in the forest Senior Cycling - incl bike hire | 3.00 | 3.00-5.00 | Some sessions will be 1-1 sessions so will be £5 per session |
| Get active in the forest Senior Cycling - excl bike hire | 1.50 | 1.50 | |
| Get active in the forest Nordic Walking - incl poles | 3.00 | 3.00 | |
| Get active in the forest Nordic Walking - excl poles | 1.50 | 1.50 | |
| Get active in the forest Walks | <i>Free to £3.50</i> | <i>Free to £3.50</i> | |
| Get active in the forest Schools Sessions | £50.00-75.00 | £65-75 | Higher rate for climbing and archery. No schools discounted rate set hourly rate. Schools rate will increase on Academic year rather than financial year due to bookings from schools are over the academic year. |
| Get active in the forest Out & Active - per day | <i>£15- £20 per day per person</i> | <i>£20 day</i> | Per Day per Person or 5 days for the price of 4 |
| Get active in the forest Activity Days | <i>£15- £20 per day per person</i> | <i>Between £15- £20 per</i> | Per Day per Person |
| Parish Council Charge-sports mobile/2 hr/all inclusive | 147.00 | | |
| Parish Council Charge-play mobile/2 hr/all inclusive | 136.00 | | |
| Parish Council Charge-wheels mobile/2 hr/all inclusive | 178.00 | 185.00 | 5% increase attributed. |
| Parish Council Charge-Wacky sports /2 hr/all inclusive | 147.00 | 154.00 | |
| Parish Council Charge-Wacky sports with ILG/2 hr/all inclusive | 189.00 | 198.00 | |
| Parish Council Charge-Climbing wall/2 hr/all inclusive | 230.00 | 240.00 | |
| Parish Council-Wheels and Xtreme Mobile Combo | 325.00 | 340.00 | |
| Parish Council-Commonwealth and Play Combo | 252.00 | 265.00 | |
| Parish Council-Friday Combo | 472.00 | 490.00 | |
| General Hire Charge-normal including staff / hour * ** | 75.00 | 75.00 | |
| General Hire Charge-climbing wall including staff / hour * ** | 90.00 | 90.00 | |
| Schools – 6 sessions or more - dependant upon provision/hour (plus 1 hour set up/take down) | <i>41.00 - 75.00</i> | - | Not going to be available moving forward as schools will pay the going rate for sessions so no need to discount. |
| Travel-per staff member / hour | 11.00 | 11.00 | |
| Travel per mile | 0.50 | 0.50 | Look to conform across whole council system. |
| Pergamano Classes | 4.50 | 4.50 | |
| Glade Performances | | | <i>Dependant on Performance</i> |
| Dance classes/session | | | <i>Dependent on external funding, numbers, venue etc</i> |
| Swadlincote Town Hall | | | |
| Hire of Town hall - Vol Org & Charities - Weekend Charge - Per 4 hours of part thereof | 67.00 | 67.00 | Fee frozen |
| Hire of Town hall - Vol Org & Charities - Weekend Charge - Per 1 hour of part thereof | 11.00 | 11.00 | Fee frozen |
| Hire of Town hall - Vol Org & Charities - Mid Week Charge (Income generating) - Per 4 hours of part thereof | 53.00 | 53.00 | Fee frozen |
| Hire of Town hall - Vol Org & Charities - Mid Week Charge (Income Generating) - Per 1 hour of part thereof | 9.50 | 9.50 | Fee frozen |

HOUSING and COMMUNITY SERVICES COMMITTEE: PROPOSED FEES AND CHARGES 2015/16

| Service | Current Fee £:p | Proposed Fee £ | Fee Notes and Reason for Increase/Change |
|--|--------------------|-------------------|--|
| Hire of Town hall - Vol Org & Charities - Mid Week Charge (Non-income generating) - Per 4 hours of part thereof | 26.00 | 26.00 | Fee frozen |
| Hire of Town hall - Vol Org & Charities - Mid Week Charge (Non-income Generating) - Per 1 hour of part thereof | 5.50 | 5.50 | Fee frozen |
| Hire of Town hall - Dances/Private Hire - Weekend Charge - Per 4 hours of part thereof | 100.00 | 100.00 | Fee frozen |
| Hire of Town hall - Dances/Private Hire - Weekend Charge - Per 1 hour of part thereof | 11.00 | 11.00 | Fee frozen |
| Hire of Town hall - Dances/Private Hire - Mid Week Charge (Income generating) - Per 4 hours of part thereof | 88.50 | 88.50 | Fee frozen |
| Hire of Town hall - Dances/Private Hire - Mid Week Charge (Income Generating) - Per 1 hour of part thereof | 11.00 | 11.00 | Fee frozen |
| Hire of Town hall - Commercial - Weekend Charge - 8am-6pm | 307.00 | 307.00 | Fee frozen |
| Hire of Town hall - Commercial - Weekend Charge - Per 1 hour of part thereof | 36.00 | 36.00 | Fee frozen |
| Hire of Town hall - Commercial - Mid Week Charge (Income generating) - 8am-6pm | 275.00 | 275.00 | Fee frozen |
| Hire of Town hall - Commercial - Mid Week Charge (Income Generating) - Per 1 hour of part thereof | 27.50 | 27.50 | Fee frozen |
| Hire of Town hall - Surcharge for loss of evening use when hired for more than one day - Weekend | 82.50 | 82.50 | Fee frozen |
| Hire of Town hall - Surcharge for loss of evening use when hired for more than one day - Mid Week | 63.00 | 63.00 | Fee frozen |
| Hire of Town hall -Add charge for all bookings on Sundays or bank Holidays - Weekend | 70.50 | 70.50 | Fee frozen |
| Hire of Town hall -Add charge for all bookings on Sundays or bank Holidays - Mid Week | 62.00 | 62.00 | Fee frozen |
| Cemeteries | | | |
| 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) | - | | Free |
| 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) | - | | Free |
| 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) | - | | Free |
| 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) | 460.00 | 483.00 | 5% rounded up/down to nearest 50p |
| 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) | 562.50 | 590.50 | 5% rounded up/down to nearest 50p |
| 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' | 221.50 | 232.50 | 5% rounded up/down to nearest 50p |
| Burials Infant, 0 - 12 months | - | - | Free |
| Burials For a child's grave (between 12 months - 12 years) | - | - | Free |
| Burials For a child's grave (between 12 years - 16 years) | - | - | Free |
| Burials Adult- single depth grave | 400.00 | 420.00 | 5% rounded up/down to nearest 50p |
| Burials - double depth grave | 369.50 | 388.00 | 5% rounded up/down to nearest 50p |
| Burials - surcharge for a casket | 109.00 | 114.50 | 5% rounded up/down to nearest 50p |
| Burials - common grave | 371.00 | 389.50 | 5% rounded up/down to nearest 50p |
| Burials For any burial after the first | 358.00 | 376.00 | 5% rounded up/down to nearest 50p |
| Burial of cremated remains in an ashes plot (infant, 0 - 12 months) | - | - | Free |
| Burial of cremated remains in an ashes plot (child, 12 months plus to 12 years) | - | - | Free |
| Burial of Cremated remains in ashes plot (child 12 years - 16 years) | - | - | Free |
| Burial of cremated remains in an ashes plot (adult) | 108.00 | 113.50 | 5% rounded up/down to nearest 50p |

HOUSING and COMMUNITY SERVICES COMMITTEE: PROPOSED FEES AND CHARGES 2015/16

| Service | Current Fee £:p | Proposed Fee £ | Fee Notes and Reason for Increase/Change |
|---|--------------------|-------------------|---|
| Strewing of ashes (if carried out by SDDC staff) | 63.00 | 66.00 | 5% rounded up/down to nearest 50p |
| Strewing of ashes (if not carried out by SDDC staff) | 54.00 | 56.50 | 5% rounded up/down to nearest 50p |
| 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 | 92.50 | 97.00 | 5% rounded up/down to nearest 50p |
| Monuments A headstone or footstone, not exceeding 2' in height | 171.00 | 179.50 | 5% rounded up/down to nearest 50p |
| Monuments A headstone or footstone, exceeding 2' in height | 188.00 | 197.50 | 5% rounded up/down to nearest 50p |
| Monuments Kerbstones or border stones, for a space not exceeding 6'6" x 3' (not permitted in lawned cemeteries) | 188.00 | 197.50 | 5% rounded up/down to nearest 50p |
| Monuments A vase, not exceeding 18" in height | 65.00 | 68.50 | 5% rounded up/down to nearest 50p |
| Monuments For any inscription after the first, on any form of monument | 94.50 | 99.00 | 5% rounded up/down to nearest 50p |
| Monuments Supply only of 7" x 5" wall plaque (Etwall Cemetery only), inclusive of inscription up to 70 letters | 286.00 | 286.00 | fee frozen |
| Replacement of Memorial Stone | 94.50 | 99.00 | 5% rounded up/down to nearest 50p |
| Exhumation | 927.00 | 927.00 | fee frozen |
| Search of records, including copy of entry | 20.00 | 20.00 | fee frozen |
| Slabbing or sealing a grave | 97.00 | 102.00 | 5% rounded up/down to nearest 50p |
| Alterations to coffin size once shoring is in place | 58.50 | 61.50 | 5% rounded up/down to nearest 50p |
| Transfer of ownership of Grant of Right | 27.00 | 28.50 | 5% rounded up/down to nearest 50p |
| Saturday funeral for child between 12 months and 16 years (in addition to the Grant of Right) | 216.50 | 223.00 | 3% rounded up/down to nearest 50p |
| Saturday funeral (in addition to the Grant of Right) for person whose age exceeds 16 years | 678.00 | 678.00 | fee frozen |
| Sunday/Bank Holiday funeral for a child between 12 months and 16 years (In addition to the grant of right) | 283.50 | 292.00 | 3% rounded up/down to nearest 50p |
| Sunday/Bank Holiday funeral (in addition to the Grant of Right) for person whose age exceeds 16 years | 800.00 | 840.00 | double single grave fee |
| Grants for Closed Church Yards | 328.00 | 344.50 | 5% increase , there as been no increase in the last 4 years |
| Festival of Leisure | | | |
| Voluntary/Charity/Club fund raising stall - per M frontage for 1 day | 6.25 | 6.45 | 3% rounded up/down |
| Voluntary/Charity/Club fund raising stall - per M frontage for 2 day | 8.00 | 8.25 | 3% rounded up/down |
| Voluntary/Charity/Club information only stall - per M frontage for 1 day or 2 day | - | free | |
| Trade stall - per M frontage for 1 day | 10.50 | 11.00 | 5% rounded up/down to nearest 50p |
| Trade stall - per M frontage for 2 day | 15.75 | 16.50 | 1.5 times the 1 day rate |
| Trade Stall - Information Only (admin fee) | 30.00 | 35.00 | £5 fixed increase (admin fee only) |
| Travelling Fairs | | | |
| Fairground 1-99m.sq. for 1 day | 70.50 | 70.50 | fee frozen |
| Fairground 1-99m.sq. for 2 day | 105.75 | 105.75 | fee frozen |
| Fairground 100-199m.sq. for 1 day | 133.50 | 133.50 | fee frozen |
| Fairground 100-199m.sq. for 2 day | 200.00 | 200.00 | fee frozen |
| Fairground 200-299m.sq. for 1 day | 199.00 | 199.00 | fee frozen |
| Fairground 200-299m.sq. for 2 day | 298.50 | 298.50 | fee frozen |
| Fairground 300-399m.sq. for 1 day | 256.50 | 256.50 | fee frozen |
| Fairground 300-399m.sq. for 2 day | 385.00 | 385.00 | fee frozen |

HOUSING and COMMUNITY SERVICES COMMITTEE: PROPOSED FEES AND CHARGES 2015/16

| Service | Current Fee £:p | Proposed Fee £ | Fee Notes and Reason for Increase/Change |
|---|---|---|---|
| Fairground 400+m.sq. for 1 day | 318.00 | 318.00 | fee frozen |
| Fairground 400+m.sq. for 2 day | 477.00 | 477.00 | fee frozen |
| Parks | | | |
| Football - Grass Pitches - Seniors per Season | 465.00 | 490.00 | new net rate x 11 equivalent to matches played per season |
| Football - Grass Pitches - Seniors per match (casual bookings) | 42.29 | 44.58 | 5% increase . Fees taken into account for addition of VAT (DO NOT Round |
| Football - Grass Pitches - Seniors per match (casual bookings) without changing | 31.66 | 33.33 | 5% increase . Fees taken into account for addition of VAT (DO NOT Round |
| Football - Grass Pitches - Juniors per Season with changing | 212.50 | 219.00 | new net rate x 10 equivalent to matches played per season |
| Football - Grass Pitches - Juniors per Season without changing | 127.00 | 131.00 | new net rate x 10 equivalent to matches played per season |
| Football - Grass Pitches - Juniors per match (casual bookings) | 21.25 | 21.88 | 3% increase . Fees taken into account for addition of VAT (DO NOT Round |
| Football - Grass Pitches - Juniors per match (casual bookings) without changing | 12.71 | 13.08 | 3% increase . Fees taken into account for addition of VAT (DO NOT Round |
| Netball – senior per match or hour | 12.29 | 12.67 | 3% increase . Fees taken into account for addition of VAT (DO NOT Round |
| Netball – junior per match or hour | 6.04 | 6.25 | 5% increase . Fees taken into account for addition of VAT (DO NOT Round |
| Bowling Green Season Ticket - Adult | 37.50 | 39.50 | 5% rounded up/down to nearest 50p |
| Bowling Green Season Ticket - Concession | 23.00 | 24.00 | 5% rounded up/down to nearest 50p |
| Bowling Green Casual - Adult per hour | 2.17 | 2.29 | 5% increase . Fees taken into account for addition of VAT (DO NOT Round |
| Bowling Green Casual - Concession per hour | 1.25 | 1.33 | 5% increase . Fees taken into account for addition of VAT (DO NOT Round |
| Hire of Greens - Adult matches | 25.21 | 26.46 | 5% increase . Fees taken into account for addition of VAT (DO NOT Round |
| Hire of Greens - Junior matches | 15.21 | 15.83 | 5% increase . Fees taken into account for addition of VAT (DO NOT Round |
| Hire of Greens - without pavilion | 17.29 | 18.13 | 5% increase . Fees taken into account for addition of VAT (DO NOT Round |
| Tennis Court Hire - Adults per hour | 2.50 | - | charge removed as part of Park Life/Racquet Development Scheme |
| Tennis Court Hire - Juniors per hour | 1.58 | - | charge removed as part of Park Life/Racquet Development Scheme |
| Crazy Golf - Adults | 1.67 | 1.75 | 5% increase . Fees taken into account for addition of VAT (DO NOT Round |
| Crazy Golf - Juniors | 0.83 | 0.83 | no increase |
| Commons & Parks - Daily Charge - large fair | 320.83 | 320.83 | fee frozen |
| Commons & Parks - Daily Charge - small fair | 187.50 | 187.50 | fee frozen |
| Fairs - Returnable Deposit | 1,022.00 | 1,022.00 | fee frozen |
| Commons & Parks - Daily Charge - large circus | 197.08 | 197.08 | fee frozen |
| Commons & Parks - Daily Charge - small Circus | 165.42 | 165.42 | fee frozen |
| Circus - Returnable Deposit | 607.50 | 607.50 | fee frozen |
| Commons & Parks - Charitable Organisations etc - Admin Cost | 37.54 | 37.54 | fee frozen |
| Commons & Parks - Charitable Organisations etc - Returnable Deposit | 190.00 | 190.00 | fee frozen |
| Other Services | | | |
| Allotment Rent | 25.00 | 25.00 | fee frozen |
| Stall at Liberation Day | <i>£10.00 (for Charities) £30.00 (Other Agencies)</i> | <i>£10.00 (for Charities) £30.00 (Other Agencies)</i> | |
| Traffic Island Sponsorship (per year for 3 year sponsorship deal) | 1,000.00 | 1,000.00 | fee frozen |
| HOMELESSNESS - BED & BREAKFAST - RECHARGE PER WEEK | | | |
| Each adult | | | Actual Cost |
| Each child under 16 | | | Actual Cost |

HOUSING and COMMUNITY SERVICES COMMITTEE: PROPOSED FEES AND CHARGES 2015/16

| Service | Current Fee £:p | Proposed Fee £ | Fee Notes and Reason for Increase/Change |
|---|--------------------|-------------------|---|
| STATUTORY NOTICES UNDER THE HOUSING ACT 2004, S49 | | | |
| Recovery of administrative and other expenses incurred in taking enforcement action | | | Actual cost |
| Supported Housing | | | |
| Sheltered housing schemes | 10.00 | 10.00 | |
| Commercial rate | 50.00 | 50.00 | |
| Use of guest bedroom per night | 15.00 | 15.00 | |
| Registered disabled persons - Lifeline Monitoring per week | 2.00 | 2.00 | |
| Registered disabled persons - Lifeline equipment rental per week (includes monitoring) | 5.10 | 5.10 | |
| Other persons - Monitoring per week | 3.00 | 3.00 | |
| Other persons - Rental per week (includes monitoring) | 5.00 | 5.00 | |
| Monthly Basic Telecare package monitoring charge | 21.67 | 21.67 | |
| Telecare installation - private resident | 50.00 | 50.00 | |
| Monthly 1st year instalment charge instalation and monitoring | 33.60 | 33.60 | |
| Telecare - Monthly 1st year instalment charge, rental and monitoring (new) | 25.84 | 25.84 | |
| Monitoring & Support level 1 - Monitoring only | 3.00 | 3.00 | |
| Monitoring & Support level 2 - Monitoring only | 9.00 | 9.00 | |
| Monitoring & Support level 3 - Monitoring only | 12.00 | 12.00 | |
| Monitoring & Support level 4 - Monitoring only | 20.00 | 20.00 | |
| Monitoring & Support level 1 - Daily visit | 20.00 | 20.00 | |
| Monitoring & Support level 2 - 2 visits per week | 12.00 | 12.00 | |
| Monitoring & Support level 3 - 1 visit per week | 9.00 | 9.00 | |
| Monitoring & Support level 4 - 1 visit per fortnight | 6.00 | 6.00 | |
| Monitoring & Support level 5 - 1 visit per month | 5.00 | 5.00 | |
| Monitoring & Support level 6 - 1 visit per week | 4.00 | 4.00 | |
| Monitoring & Support level 7 - 1 monitoring only | 3.00 | 3.00 | |
| STRATEGIC HOUSING | | | |
| Issue of Immigration Certificates | 130.00 | 138.18 | Process reviewed & price amended accordingly |
| Licensing of Residential Park Homes | | | |
| Application for new licence | | 347.00 | Plus £6 per additional pitch - To be charged as from 1st April 2015 |
| Amendment of licence | | 194.00 | To be charged as from 1st April 2016 |
| Transfer of licence | | 141.00 | To be charged as from 1st April 2017 |
| Annual fee | | 196.00 | Plus £7 per additional pitch - To be charged as from 1st April 2018 |
| Deposit, vary or delete site rules | | 123.00 | To be charged as from 1st April 2019 |
| Enforcement costs relating to caravan sites based on actual officer time | | 42.00 | Per hour - To be charged as from 1st April 2020 |
| Other Housing | | | |
| Licensing of Houses in Multiple Occupation | | 659.66 | |
| Interest charges applied to outstanding enforcement debts, for example works in default | | 3.06% | Based on average cost of borrowing the Council is currently incurring |
| Housing Standards Enforcement costs based on actual officer time | | | Manager £49 / hour, EHO £42 / hour, Assistant £31 / hour |