

REPORT TO:	HOUSING AND COMMUNITY SERVICES COMMITTEE	AGENDA ITEM: 5
DATE OF MEETING:	6th JANUARY 2022	CATEGORY: RECOMMENDED
REPORT FROM:	STRATEGIC DIRECTOR (CORPORATE RESOURCES)	OPEN
MEMBERS' CONTACT POINT:	VICKI SUMMERFIELD Victoria.summerfield@southderbyshire.gov.uk	DOC: s/Finance/Committee/2021-22/Jan/Budget
SUBJECT:	SERVICE BASE BUDGETS 2022/23	
WARD(S) AFFECTED:	ALL	TERMS OF REFERENCE: HCS

1.0 Recommendations

- 1.1 That the proposed income and expenditure revenue budget for this Committee's services for 2022/23 as detailed in **Appendix 1** is considered and recommended to the Finance and Management Committee for approval.
- 1.2 That the proposed fees and charges as detailed in **Appendix 2** for 2022/23 are considered and approved.
- 1.3 That consideration is given to the level of any increases in Grants to Voluntary Bodies in 2022/23.

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 2022/23 with comparisons to the current year budget. 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 2022/23 within the Council's overall medium-term financial position. This will be considered by the Finance and Management Committee on 10 February 2022.
- 2.3 The report also sets out proposals for the level of fees and charges under the responsibility of this Committee for 2022/23.

3.0 Detail

- 3.1 The Committee is responsible for some large spending areas, including 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 active communities, 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 upon specific central government funding.
- 3.3 The 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 an annual basis. Some of this funding is not always replaced each year and expenditure is adjusted accordingly.
- 3.4 Although the Council still has access to longer term funding, this is finite unless replaced. Consequently, some budgets in these services could come under pressure in future years and this will be kept under review. This is detailed later in the report.

The Council's Overall Financial Position

- 3.5 The Council's Medium-Term Financial Plan (MTFP) was fully reviewed and updated in November 2021. The overall position on the General Fund has changed considerably over the last year due to numerous additional service pressures and the General Fund Reserve is now predicted to be well below the minimum balance of £1.5m by 2025/26.
- 3.6 The continuing issue is the projected increasing deficits each year over the life of the Plan. Although the current level of reserves can be utilised in the short-term to meet the projected deficits, this is not a sustainable solution. Delays to the Fair Funding Review leaves the Council with uncertainty regarding future funding past 2022/23.
- 3.7 The Finance and Management Committee will consider the detail of the overall financial position on 10 February 2022, including proposals from this Committee.
- 3.8 It is important that the Committee scrutinises its spending base closely to identify budget savings and carefully examines any areas where there are cost pressures, together with any proposals to increase spending.

Summary of Expenditure

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

	Proposed Budget 2022/23 £	Approved Budget 2021/22 £	Movement £
Community Development & Support	701,581	703,506	-1,925
Recreational Activities	172,521	152,990	19,531
Leisure Centres & Community Facilities	753,081	757,807	-4,727
Parks & Open Spaces	638,477	591,585	46,892
Private Sector Housing	500,156	472,482	27,674
	2,765,816	2,678,371	87,445

3.10 The above table shows that the Committee's net expenditure is estimated to increase overall between 2021/22 and 2022/23 by £87,445. Detail of the changes within each service area is listed in **Appendix 1**. A summary of changes is shown in the following table.

	Movement £'000
Earmarked Reserves	24
Utilities	22
Forestry England Contribution	20
Employee Costs	19
Subscriptions	5
Repairs and Maintenance	5
Insurance	4
Trade Waste Recharge	4
Computer Maintenance	2
Business Rates	1
Mileage Claims	-2
Increased Cemetery Income	-4
Tools	-4
Grants from Schools	-20
	76
Depreciation	11
Budget Increase	87

3.11 Excluding the increase in depreciation which is an accounting adjustment and not a cost to the Council, the budgeted expenditure is expected to increase by £76k. The MTFP included an inflationary increase for a variety of cost lines

Staff Costs

3.12 Employee costs have increased by approximately £19k which is due mainly to the Housing restructure from March 2021. A few of the posts were funded by both the HRA and General Fund and although included initially in the MTFP, they were not updated in the 2021/22 base budget.

3.13 It is proposed to reduce mileage costs due to the ability to work remotely. Savings have been seen throughout the pandemic and costs are not expected to return to former levels.

Utility Costs

3.14 The main increase for utilities is £19k in relation to the Leisure Centres. The Council is not charged directly for utilities but through a recharge mechanism from the Council's contractor, Active Nation.

3.15 Contractually, the base line tariff and usage rates were set on commencement of the contract eleven years ago. Market conditions have seen the tariff charges increase and efficiencies of the contractor have seen a decrease in usage. The Council is subject to a charge if the contractor consumes less electricity and gas and is subject to a charge for any increase above the base tariff.

3.16 The increase overall is a prudent assessment of charges in recent years and is not expected to be as high as budgeted.

Forestry England

3.17 On transfer of Rosliston Forestry Centre to the Council from the previous contractor in 2018, Forestry England agreed to contribute £20k per annum towards the management of the site whilst the Council reviewed options.

3.18 Forestry England (FE) informed the Council earlier in 2021 that they were no longer going to continue providing any contribution towards the site and therefore the budget has now been removed. The impact of this decision will affect the current financial year as £20k was included as part of the budget process for 2021/22 and FE have agreed to pay a reduced sum of £6k. The reduction in income has been included in the MTFP for 2021/22.

Insurance

3.19 Insurance cover is an overall increase to the Council of £48k between 2021/22 and 2022/23. The impact on this Committee is an increase of £4k and is mainly due to equipment at Rosliston Forestry Centre.

Other Variances

3.20 It is proposed to increase the repairs and maintenance budgets for cemeteries by £2k and Rosliston Forestry Centre by £3k due to scheduled work programmes. There is an inflationary increase included within the MTFP of approximately £2k and therefore this additional cost was not fully included in the forecast.

3.21 Subscriptions with the Homelessness service have increased due to a specific agreement with Derby City Council for their Decent and Safe Homes (DASH) which gives accreditation to landlords as being at decent homes standard. The service also provides advice to landlords which helps assist in the prevention of homelessness. This is to be funded by earmarked reserves and is therefore not an additional cost to the General Fund.

3.22 Computer Maintenance contracts increase annually by inflation and this is incorporated in the MTFP.

3.23 As reported to Environmental and Development Services Committee, it is proposed to increase the internal recharge for Trade Waste. Service areas are utilising support internally where possible with the intention to reduce external costs.

3.24 A slight under budget has been noted in the current financial year for Business Rates charges at Rosliston. It is proposed to increase the budget marginally. Increases on Business Rates are included within the MTFP at a greater level than the proposed budget increase.

3.25 Cemetery income generally always exceeds the budget each year, so it is proposed to increase the income budget by £4k. This offsets the additional costs for repairs noted earlier in the report.

3.26 It is proposed to reduce the budget for tools as the requirement in the current financial year was to purchase repair kits for inflatables. This has now been purchased and the budget will not be required in 2022/23.

3.27 Affiliations with schools are expected to increase in 2022/23 and an increased budget of £20k is proposed. The increase in income is offset by the reduction in reserve funding and so is not a benefit overall to the General Fund.

Earmarked Reserves

3.28 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.

	2021/22 B/fwd £	Budget 2021/22 £	Budget 2022/23 £	2022/23 C/fwd £
Homelessness Prevention	344,144	-117,238	-124,728	102,178
Schools Sport Partnership Project	268,558	-125,609	-110,799	32,150
Rosliston Capital Reserve	175,444	-125,290	0	50,154
Cultural Services Public Open Spaces	407,470	-83,025	-86,890	237,555
Parks Improvement Fund	16,071	0	0	16,071
Swadlincote Woodlands S106 Reserve	39,949	-10,000	0	29,949
Community Safety (Crime Reduction)	373,565	-83,610	-82,519	207,436
Young Peoples Cultural Partnership	7,306	0	0	7,306
Youth Engagement Partnership	598,267	-108,424	-91,981	397,862
Get Active In The Forest Partnership	92,186	-26,141	-22,768	43,277
Maurice Lea Park	23,012	0	0	23,012
	2,345,971	-679,337	-519,685	1,146,949

3.29 The estimated drawdowns are included in the appropriate cost centres in the Committee's budget.

3.30 None of the specific reserves include any further income from external contributions, although based on past years, it is likely that these reserves will not be drawn down to the extent noted above and additional contributions will be received.

3.31 The Homelessness Prevention Reserve has been contributed to over the last few financial years due to an increase in Government funding. No announcement has been made at this stage regarding funding into 2022/23 for this service therefore a full draw down of the cost above the General Fund contribution is being forecast. The Council was in the same position in 2021/22 but has since received a grant of £168,913 meaning there will be a likely contribution as opposed to a drawdown in 2021/22.

4.0 Budget Basis

4.1 The Committee's budgets by service area are detailed in **Appendix 1**.

Basis of the Budget

4.2 Budgets are generally calculated on a "no increase" basis i.e. they are maintained at the same level as the previous year adjusted only for known changes, price increases and variations due to contractual conditions.

4.3 In addition, budgets are also subject to a base line review which is used to justify proposed spending. This process places responsibility on budget holders to justify

their spending budgets by specifying their needs in a more constructed manner. This is supported by the Financial Services Unit, who analyse trends across services compared to current budgets.

On-going Service Provision

- 4.4 The budgets are based substantively on a continuation of existing service provision (in respect of staffing levels, frequency, quality of service, etc).
- 4.5 The full year effects of previous year's restructures and budget savings have been included, with non-recurring items removed.

Changes in Pay

- 4.6 A pay award is not included within the Base Budget at this stage as no official notification has been submitted to the Council. The National Employers are currently in negotiation regarding a proposed pay award for 2021/22 after the Chancellor's original announcement in November 2020 to 'pause' public sector pay (excluding NHS workers).
- 4.7 The MTFP was updated in November 2021 to include a pay award for 2021/22 and also includes a provision for a potential pay award increase of 2.5% per year for all employees from 2022/23.

Inflation

- 4.8 The Base Budget for 2022/23 has been uplifted by inflation where this applies, for example contract obligations.
- 4.9 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.
- 4.10 Allowances for inflation based on various assumptions regarding price increases, etc. are calculated across the main spending heads at an average of 2%.

Increases in Grants to Voluntary Bodies

- 4.11 As part of the annual budget round, the Committee gives consideration to increasing the base contribution in grants to recognise inflationary pressures. Increases in recent years have been as follows:

- 2021/22 – 2.0%
- 2020/21 – 2.0%
- 2019/20 – 2.0%
- 2018/19 – 2.0%
- 2017/18 – 1.0%
- 2016/17 – 2.0%

- 4.12 Latest inflation as at October 2021 shows CPI increasing by 3.8% year on year. The Office for National Statistics is assuming that inflation will average 2.4% during 2022/23. The Council includes a 2% increase in the MTFP.

- 4.13 Every 1% increase in the base level across all grants for this Committee equates to approximately £3k per annum.

4.14 The actual increase will be considered by the Finance and Management Committee as part of the Council's overall budget for 2022/23 and this Committee is requested to make an appropriate recommendation.

Risks

4.15 All Committee budgets have been reviewed and known changes to income and expenditure have been reflected in the proposed base budget for 2022/23 as detailed in the report.

4.16 Other financial risks associated with the Committee's services are identified in the following table.

Risk	Issue / Potential Effect	Mitigating Action
External funding	As detailed in the report, several services are reliant on external contributions and reserve funding	Earmarked reserves to maintain spending over several years. These reserves are currently estimated to remain at £1.1m by 2023 but the reserve position is continually kept under review with service managers
Growth	The Council's MTFP identifies underlying cost pressures yet to surface as a risk due to pressure from residential development	A provision for growth has been set-aside in the MTFP each year over the life of the Plan. In addition, the Council can put some reliance on S106 maintenance contributions to meet additional costs

Proposed Fees and Charges 2022/23

4.17 **Appendix 2** provides a schedule of the proposed charges for next financial year together with a comparison to the existing charge. All charges are exclusive of VAT and where applicable, VAT is added at the appropriate rate in accordance with HMRC regulations.

4.18 A detailed review of fees and charges has been undertaken as part of the budget round. Where possible, charges have been increased to reflect inflation and the demand for services. The key points are detailed in the following sections.

4.19 As in previous years, increases are being proposed for parks and other leisure activities to cover inflation and additional costs of the services.

Cemeteries

4.20 Varying increases have been proposed after a review of costs incurred and charges administered by neighbouring authorities.

4.21 Increases on children's funerals have been proposed after a review of costs. These are covered as reported in 2021/22 by the Social Fund (Children's Funeral Fund for England) Regulations 2019. These Regulations were introduced to support families

facing the unexpected costs of a child's funeral. All proposed fees, as detailed in Appendix 2, will be reclaimed from the Children's Funeral Fund by the Council.

Housing Charges

- 4.22 Garage rents are proposed to increase by CPI + 1% (4.1%) in line with the dwelling rent increase.
- 4.23 No increase is proposed for communal heating.
- 4.24 A 2.3% average CPI increase has been proposed for Strategic Housing fees.

Leisure Activities

- 4.25 Increases ranging between 2% and 5% have been proposed for Get Active and Hire of Equipment. There have also been some fees removed due to the ceasing of activities.
- 4.26 A 3% increase has been proposed on the majority of fees for Festival of Leisure. This is after review of cost recovery.
- 4.27 Netball, bowling and crazy golf are proposed to increase either in line with other authorities or by 3% after review.

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.

5.0 Financial Implications

- 5.1 As detailed in the report.

6.0 Corporate Implications

Employment Implications

- 6.1 None

Legal Implications

- 6.2 None.

Corporate Plan Implications

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

Risk Impact

- 6.4 The Financial Risk Register is detailed in the MTFP and financial risks specific to this Committee are detailed in section 4.

7.0 Community Impact

Consultation

- 7.1 The Council is statutorily required to consult on its budget proposals, prior to setting the annual Council Tax rate, with the local business and community sector. The Council has an established process in place to meet this requirement. Consultation takes place for approximately four weeks following approval of the draft budget proposals by Finance and Management Committee in January each year. Any feedback is reported to the Council as part of the final approval process.
- 7.2 There is no statutory requirement to consult with residents or other stakeholders, although it is considered good practice to do so. Traditionally, the Council has disseminated proposals through Area/Community Forums and via a presentation at the South Derbyshire Partnership Board. Many authorities do consult formally regarding their budget proposals and medium-term financial plans prior to setting budgets, using panels, representative groups, etc. as a way of fully engaging local people.

Equality and Diversity Impact

- 7.3 None.

Social Value Impact

- 7.4 None.

Environmental Sustainability

- 7.5 None.

8.0 Conclusions

- 8.1 That the proposed base budgets are scrutinised and approved to provide financial resources for continuation of service delivery.

9.0 Background Papers

- 9.1 None.

HOUSING & COMMUNITY SERVICES - BUDGET SETTING 2022/23

	Proposed Budget 2022/23	Approved Budget 2021/22	Movement	Comments
General Grants, Bequests & Donations	305,653	305,714	-62	
Community Centres	207,127	210,725	-3,598	Increased staff costs £1k, NNDR costs £1k; reduced depreciation £6k
Community Safety (Crime Reduction)	130,521	129,952	569	Reduced reserve funding
Defences Against Flooding	56,142	56,237	-95	
Market Undertakings	2,138	878	1,260	Trade waste recharge
Village Halls	0	0	0	
COMMUNITY DEVELOPMENT & SUPPORT	701,581	703,506	-1,925	
Arts Development & Support	15,040	15,040	0	
Events Management	116,237	115,668	570	
Midway Community Centre	34,256	13,066	21,190	Increased utilities £2k, depreciation £19k
Stenson Fields Community Centre	6,988	9,216	-2,228	Increased trade waste recharge £1k; reduced NNDR cost £2k, ext refuse collection £1k
RECREATIONAL ACTIVITIES	172,521	152,990	19,531	
Melbourne Assembly Rooms	32,460	-1,668	34,128	Increased depreciation
Get Active in the Forest	31,292	31,175	116	Reduced staff costs £3k; reduced reserve drawdown £3k
Sports Development & Community Recreation	171,988	171,118	870	Reduced staff costs £3k, mileage £2k; reduced reserve drawdown £4k, increased insurance £1k
Indoor Sports & Recreation Facilities	497,336	537,233	-39,896	Increased utilities £19k; reduced depreciation £56k, increased income £3k
Outdoor Sports & Recreation Facilities (SSP)	0	0	0	Increased staff costs £5k, reserve drawdown £15k; increased grant income £20k
Play schemes	20,004	19,950	55	Reduced staff costs £8k, tools £4k; reduced reserve drawdown £12k

LEISURE CENTRES & COMMUNITY FACILITIES	753,081	757,807	-4,727	
Allotments	-799	-1,091	292	
Rosliston Forestry Centre	297,213	263,450	33,763	Increased repairs £3k, NNDR cost £2k, depreciation £6k, insurance £2k, utilities £1k, loss of income Forestry England £20k
Cemeteries	17,086	18,950	-1,863	Increased repairs £2k; increased fees £4k
Closed Churchyards	7,608	7,241	366	
Parks and Open Spaces	317,369	303,035	14,334	Increased depreciation £14k, insurance £1k, trade waste recharge £1k, reduced income £3k; reserve drawdown £4k
PARKS & OPEN SPACES	638,477	591,585	46,892	
Housing Standards	94,453	93,369	1,084	Increased staff costs £2k; reduced prof fees £1k
Housing Strategy	95,959	97,880	-1,921	Reduced staff costs £1k, subs £1k
Administration of Renovation & Improvement Grants	52,119	50,298	1,821	Software maintenance
Bed / Breakfast Accomodation	6,500	6,500	0	
Pre-tenancy Services	216,660	190,421	26,238	Increased staff costs £26k, subs £7k; reserve drawdown £7k
Other Housing Support Costs (GF)	34,466	34,014	451	
PRIVATE SECTOR HOUSING	500,156	472,482	27,674	
	2,765,816	2,678,371	87,445	

PROPOSED FEES AND CHARGES 2022/23

APPENDIX 2

VAT WILL BE CHARGED WHERE APPLICABLE AT THE APPROPRIATE RATE

Cemeteries	Fee 2021/22 £:P	Proposed Fee 2022/23	Notes
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)	380.50	399.50	Incremental increases to bring in line with neighbouring authorities - Fees covered by the Children's Funeral Fund
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)	510.00	533.00	Incremental increases to bring in line with neighbouring authorities - Fees covered by the Children's Funeral Fund
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)	761.00	799.00	Incremental increases to bring in line with neighbouring authorities - Fees covered by the Children's Funeral Fund
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)	692.00	799.00	Incremental increases to bring in line with neighbouring authorities
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)	846.00	973.00	Incremental increases to bring in line with neighbouring authorities
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'	332.00	383.00	Incremental increases to bring in line with neighbouring authorities
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	365.00	383.00	Incremental increases to bring in line with neighbouring authorities - Fees covered by the Children's Funeral Fund
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)	190.25	199.75	50% of Grant charge
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)	255.00	266.50	50% of Grant charge
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)	380.50	399.50	50% of Grant charge
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)	346.00	399.50	50% of Grant charge
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)	423.00	486.50	50% of Grant charge
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'	166.00	191.50	50% of Grant charge

Burials Infant, 0 - 12 months	262.00	274.50	Incremental increases to bring in line with neighbouring authorities - Fees covered by the Children's Funeral Fund
Burials For a child's grave (between 12 months - 12 years)	350.00	366.00	Incremental increases to bring in line with neighbouring authorities - Fees covered by the Children's Funeral Fund
Burials For a child's grave (between 12 years - 16 years)	524.00	549.00	Incremental increases to bring in line with neighbouring authorities - Fees covered by the Children's Funeral Fund
Burials Adult- single depth grave	541.00	595.00	Incremental increases to bring in line with neighbouring authorities
Burials - double depth grave	499.00	549.00	Incremental increases to bring in line with neighbouring authorities
Burials - surcharge for a casket	147.00	162.00	Incremental increases to bring in line with neighbouring authorities
Burials - common grave	501.00	551.00	Incremental increases to bring in line with neighbouring authorities
Burials For any burial after the first	451.00	496.00	Incremental increases to bring in line with neighbouring authorities
Burial of cremated remains in an ashes plot (infant, 0 - 12 months)	153.00	161.00	Incremental increases to bring in line with neighbouring authorities - Fees covered by the Children's Funeral Fund
Burial of cremated remains in an ashes plot (child, 12 months plus to 12 years)	153.00	161.00	Incremental increases to bring in line with neighbouring authorities - Fees covered by the Children's Funeral Fund
Burial of Cremated remains in ashes plot (child 12 years - 16 years)	153.00	161.00	Incremental increases to bring in line with neighbouring authorities - Fees covered by the Children's Funeral Fund
Burial of cremated remains in an ashes plot (adult)	146.00	161.00	Incremental increases to bring in line with neighbouring authorities
Strewing of ashes (if carried out by SDDC staff)	85.00	93.50	
Strewing of ashes (if not carried out by SDDC staff)	72.50	80.00	Incremental increases to bring in line with neighbouring authorities
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	145.00	145.00	minimum memorial charge introduced
Monuments A headstone or footstone, not exceeding 2' in height	262.00	275.00	5% increase - additional income to offset safety testing costs

Monuments A headstone or footstone, exceeding 2' in height	288.00	302.00	5% increase - additional income to offset safety testing costs
Monuments Kerbstones or border stones, for a space not exceeding 6'6" x 3' (not permitted in lawned cemeteries)	288.00	302.00	5% increase - additional income to offset safety testing costs
Monuments A vase, not exceeding 18" in height	88.00	88.00	
Monuments For any inscription after the first, on any form of monument	130.00	145.00	minimum memorial charge introduced
Monuments Supply only of 7" x 5" wall plaque (Etwall Cemetery only), inclusive of inscription up to 70 letters	286.00	286.00	
Replacement of Memorial Stone	133.00	145.00	minimum memorial charge introduced
Exhumation	1115.00	1226.50	10% increase to cover costs
Search of records, including copy of entry	30.00	35.00	Equivalent to 2 hours staff time to search records and printing costs/overheads
Slabbing or sealing a grave	133.00	147.00	10% increase to cover costs
Alterations to coffin size once shoring is in place	81.00	90.00	10% increase to cover costs
Transfer of ownership of Grant of Right	40.00	40.00	
Saturday funeral for child between 12 months and 16 years (in addition to the Grant of Right)	270.50	297.50	Incremental increases to bring in line with neighbouring authorities - Fees covered by the Children's Funeral Fund
Saturday funeral (in addition to the Grant of Right) for person whose age exceeds 16 years	811.50	892.50	Incremental increases to bring in line with neighbouring authorities
Sunday/Bank Holiday funeral for a child between 12 months and 16 years (In addition to the grant of right)	0.00	446.00	Incremental increases to bring in line with neighbouring authorities - Fees covered by the Children's Funeral Fund
Sunday/Bank Holiday funeral (in addition to the Grant of Right) for person whose age exceeds 16 years	1082.00	1190.00	Incremental increases to bring in line with neighbouring authorities
Grants for Closed Church Yards	361.00	388.50	Incremental increases to bring in line with neighbouring authorities
HOUSING FEES AND CHARGES	Fee 2021/22 £:P	Proposed Fee 2022/23	
Homelessness			
Bed and Breakfast - recharge per week			
Each adult	Actual Cost	Actual Cost	
Each child under 16	Actual Cost	Actual Cost	
Supported Housing			
Hire of Communal Lounges (per 1/2 day session)			
Sheltered housing schemes	10.00	10.00	

Commercial rate	50.00	50.00	
Use of guest bedroom per night	15.00	15.00	
Lifelines			
Registered disabled persons - Installation	0.00	0.00	
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 - Installation	Defunct	Defunct	
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 installation and monitoring	33.60	33.60	
Telecare - Monthly 1st year instalment charge, rental and monitoring	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	
Garages			
Rent per week - Council Tenants - Garage in Proximity to Rented Property	9.29	9.29	% to increase in line with Rent
Rent per week - Council Tenants - Garage in Proximity to Rented Property (Chatsworth Road)	10.85	10.85	% to increase in line with Rent
Rent per week - All other circumstances	9.20 or 10.85 + 20% VAT	9.20 or 10.85 + 20% VAT	% to increase in line with Rent
Garage Plots			
Rent per annum - Council Tenants - Plot in Proximity to Rented Property	1.2	1.2	will stay in line with Rent
Rent per annum - All other circumstances	1.2 + 20% VAT	1.2 + 20% VAT	will stay in line with Rent

Miscellaneous Housing			
Heating - Council Tenants (Pear Tree Court communal)	7.00	7.00	Actual costs
Management Fee - Tenants (B&B)	60.00	60.00	
Insurance - Council Tenants	varies - £0.40 to £7.03	varies - £0.40 to £7.03	
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	152.00	155.50	2.3% (average of CPI & RPI) increase to cover costs
Application for new licence	368.00	376.50	2.3% (average of CPI & RPI) increase to cover costs
Additional application fee per pitch in excess of 1	£6.00 per pitch	£6.00 per pitch	
Amendment of licence	206.00	211.00	2.3% (average of CPI & RPI) increase to cover costs
Transfer of licence	150.00	153.50	2.3% (average of CPI & RPI) increase to cover costs
Annual fee	208.00	213.00	2.3% (average of CPI & RPI) increase to cover costs
Additional annual fee per pitch in excess of 1	£7.00 per pitch	£7.00 per pitch	
Deposit, vary or delete site rules	130.00	133.00	2.3% (average of CPI & RPI) increase to cover costs
Enforcement costs relating to caravan sites based on actual officer time	£43 per hour	£45 per hour	
Licensing of Houses in Multiple Occupation	700.00	716.00	2.3% (average of CPI & RPI) increase to cover costs
Interest charges applied to outstanding enforcement debts, for example works in default	3.06%	3.06%	
Housing Standards Enforcement costs based on actual officer time	Manager £50 / hour, EHO £43 / hour, Assistant £32 / hour	Manager £54 / hour, EHO £45 / hour, Assistant £34 / hour	
LEISURE ACTIVITIES FEES AND CHARGES	Fee 2021/22 £:P	Proposed Fee 2022/23	
Get Active, Hire of Sports Equipment and Facilities			
Get active in the forest Tai Chi	4.40	4.50	2% increase to cover costs (rounded)
Get active in the forest Senior Cycling - incl bike hire	3.70	3.80	2% increase to cover costs (rounded)
Get active in the forest Senior Cycling - excl bike hire	1.90	2.00	5% increase to cover costs
Get active in the forest Nordic Walking - incl poles	3.70	3.80	2% increase to cover costs (rounded)
Get active in the forest Nordic Walking - excl poles	1.90	2.00	5% increase to cover costs
Get active in the forest Walks	5.20	5.30	2% increase to cover costs (rounded)

Get active in the forest Schools Sessions	75.00 - 110	80 - 115	5% increase to cover costs
Get active in the forest Out & Active - per day	16 - 27.00	16 - 28.00	5% increase to cover costs
Get active in the forest Activity Days	16 - 32.00	16 - 33.00	
General Get active Sessions- which may from time-to-time run	11.00	11.50	5% increase to cover costs
Get active goes mobile	85 - 160.00	90 - 165	Increase to cover staff time
Parish Council Charge-sports mobile/2 hr/all inclusive	195	200	2% increase - unable to deliver scheme
Parish Council Charge-play mobile/2 hr/all inclusive	195	200	2% increase - unable to deliver scheme
Parish Council Charge-Adventure Mobile/2hr/all inclusive	285	290	2% increase - unable to deliver scheme
Parish Council-Sport and Play Combo	340	350	2% increase - unable to deliver scheme
Parish Council-possible new kit/provision	350	350	
Parish Council-Friday Combo	640	650	2% increase - unable to deliver scheme
General Hire Charge-normal including staff / hour * **	90-175	90-185	5% increase to cover costs
Coach education courses	35-300	35-300	
Sports / Physical activity sessions- e.g. basketball / netball etc	Free to 5.50	free-6.00	Increased in line with neighbouring authorities
Activity options for businesses/schools	Up to £260/hour	up to £260/hour	
Coaching cost recharge	22.50-35/hour	22.50-40/hour	Increased maximum to cover costs
Travel-per staff member / hour	12.00	12.00	
Travel per mile	0.50	0.50	
Glade Performances	Dependant on Performance	Dependant on Performance	
Dance classes/session	Dependant on external funding, members, venue etc	Dependant on external funding, members, venue etc	
Festival of Leisure			
Voluntary/Charity/Club fund raising stall - per M frontage for 1 day	7.00	7.20	3% inflationary increase (rounded)
Voluntary/Charity/Club fund raising stall - per M frontage for 2 day	10.50	11.00	3% inflationary increase (rounded)
Voluntary/Charity/Club information only stall - per M frontage for 1 day or 2 day	10.00	10.00	
Trade stall - per M frontage for 1 day	12.50	13.00	3% inflationary increase (rounded)
Trade stall - per M frontage for 2 day	18.75	19.50	3% inflationary increase (rounded)
Trade Stall - Information Only 4m stall (admin fee)	32.00	32.00	
Fairground 1-99m.sq. for 2 day	124.50	128.00	3% inflationary increase (rounded)
Fairground 100-199m.sq. for 2 day	233.50	240.50	3% inflationary increase (rounded)
Fairground 200-299m.sq. for 2 day	350.00	360.50	3% inflationary increase (rounded)

Travelling Fairs & Events			
Commons & Parks - Daily Charge - large fair	412.00	412.00	Prices capped - ceiling point
Commons & Parks - Daily Charge - small fair	240.00	240.00	Prices capped - ceiling point
Fairs - Returnable Deposit	1,000.00	1,000.00	
Commons & Parks - Daily Charge - large circus	280.00	308.00	Incremental increase to bring in line with fair charges
Commons & Parks - Daily Charge - small Circus	220.00	242.00	Incremental increase to bring in line with fair charges
Circus - Returnable Deposit	675.00	1,000.00	To bring in line with fair deposit
Commons & Parks - Daily Charge - commercial events	250.00	275.00	Increase to bring in line with neighbouring authorities
Commercial activities - Returnable deposit	675.00	1,000.00	To bring in line with fair deposit
Commons & Parks - Charitable Organisations etc - Admin Cost	50.00	50.00	
Commons & Parks - Charitable Organisations etc - Returnable Deposit	200.00	250.00	25% of fair deposit
Permit for Personal Trainer/Boot camp sessions on Parks	60.00	60.00	No change
Parks			
Football - Grass Pitches - Seniors per Season	534.73	534.73	
Football - Grass Pitches - Seniors per match (casual bookings)	48.61	48.61	
Football - Grass Pitches - Seniors per match (casual bookings) without changing	36.46	36.46	
Football - Grass Pitches - Seniors per Season - CHESTNUT AVE ONLY	534.73	534.73	
Football - Grass Pitches - Seniors per match (casual bookings) CHESTNUT AVE ONLY	48.61	48.61	
Football - Grass Pitches - Seniors per match (casual bookings) without changing - CHESTNUT AVE ONLY	36.46	36.46	
Football - Grass Pitches - Juniors per Season with changing - ALL SITES EXCEPT CHESTNUT AVE	251.83	251.83	
Football - Grass Pitches - Juniors per Season without changing - ALL SITES EXCEPT CHESTNUT AVE	145.83	145.83	
Football - Grass Pitches - Juniors per match (casual bookings) ALL SITES EXCEPT CHESTNUT AVE	25.18	25.18	
Football - Grass Pitches - Juniors per match (casual bookings) without changing - ALL SITES EXCEPT CHESTNUT AVE	14.58	14.58	
Football - Grass Pitches - Juniors per Season - CHESTNUT AVE ONLY	251.83	251.83	
Football - Grass Pitches - Juniors per Season without changing - CHESTNUT AVE ONLY	145.83	145.83	
Football - Grass Pitches - Juniors per match (casual bookings) - CHESTNUT AVE ONLY	25.18	25.18	

Football - Grass Pitches - Juniors per match (casual bookings) without changing - CHESTNUT AVE ONLY	14.58	14.58	
Netball – senior per match or hour	14.58	16.04	Increase to bring in line with neighbouring authorities
Netball – junior per match or hour	7.29	8.00	Increase to bring in line with neighbouring authorities
Bowling Green Season Ticket - Adult	43.70	45.00	3% inflationary increase (rounded)
Bowling Green Season Ticket - Concession	26.75	27.55	3% inflationary increase (rounded)
Bowling Green Casual - Adult per hour	2.58	2.70	3% inflationary increase (rounded)
Bowling Green Casual - Concession per hour	1.49	1.54	3% inflationary increase (rounded)
Hire of Greens - Adult matches	29.60	30.50	3% inflationary increase (rounded)
Hire of Greens - Junior matches	17.90	18.40	3% inflationary increase (rounded)
Hire of Greens - without pavilion	19.90	20.50	3% inflationary increase (rounded)
Crazy Golf - Adults	2.00	2.10	Increase to bring in line with neighbouring authorities
Crazy Golf - Juniors	1.00	1.05	Increase to bring in line with neighbouring authorities
Other Services			
Allotment Rent	30.00	35.00	Increase due to costs of improvements
Stall at Liberation Day	Nil	Nil	
Traffic Island Sponsorship (per year for 3 year sponsorship deal)	Price on application	Price on application	
Swadlincote Town Hall	Fee 2021/22 £:P	Proposed Fee 2022/23	
Hire of Town hall - Off Peak (Mon-Fri 7am till 4pm) per hour	10.00	10.00	
Hire of Town hall - Peak (Mon-Fri 4pm till 10pm, Sat any time) per hour	15.00	15.00	
Hire of Town hall - Peak (Sun/Bank Holiday) 1st hour	22.50	22.50	
Hire of Town hall - Peak (Sun/Bank Holiday) per hour after 1st hour	15.00	15.00	
Hire of Town hall - After 10pm any day	25.00	25.00	
Supplementary charge for when additional cleaning required following booking	30.00	50.00	Up to maximum of £50 depending on staff time to tidy up
Midway Community Centre	Fee 2021/22 £:P	Proposed Fee 2022/23	
Hire of Sports Hall - Off Peak (Mon-Fri 7am till 4pm) per hour	10.00	10.00	
Hire of Sports hall - Peak (Mon-Fri 4pm till 10pm, Sat any time) per hour	15.00	15.00	
Hire of Sports hall - Peak (Sun/Bank Holiday) 1st hour	22.50	22.50	
Hire of Sports hall - Peak (Sun/Bank Holiday) per hour after 1st hour	15.00	15.00	
Hire of Sports hall - After 10pm any day	25.00	25.00	
Hire of Foyer Meeting Room Hall - Off Peak (Mon-Fri 7am till 4pm) per	10.00	10.00	

hour			
Hire of Foyer Meeting Room - Peak (Mon-Fri 4pm till 10pm, Sat any time) per hour	12.50	12.50	
Hire of Foyer Meeting Room - Peak (Sun/Bank Holiday) 1st hour	12.50	12.50	
Hire of Foyer Meeting Room - Peak (Sun/Bank Holiday) per hour after 1st hour	18.75	18.75	
Hire of Foyer Meeting Room - After 10pm any day	25.00	25.00	
Supplementary charge for when additional cleaning required following booking	30.00	50.00	Up to maximum of £50 depending on staff time to tidy up
Stenson Fields Community Centre	Fee 2021/22 £:P	Proposed Fee 2022/23	
Hire of Main Hall - Off Peak (Mon-Fri 7am till 4pm) per hour	10.00	10.00	
Hire of Main hall - Peak (Mon-Fri 4pm till 10pm, Sat any time) per hour	15.00	15.00	
Hire of Main hall - Peak (Sun/Bank Holiday) 1st hour	22.50	22.50	
Hire of Main hall - Peak (Sun/Bank Holiday) per hour after 1st hour	15.00	15.00	
Hire of Main hall - After 10pm any day	25.00	25.00	
Hire of Meeting Room - Off Peak (Mon-Fri 7am till 4pm) per hour	10.00	10.00	
Hire of Meeting Room - Peak (Mon-Fri 4pm till 10pm, Sat any time) per hour	12.50	12.50	
Hire of Meeting Room - Peak (Sun/Bank Holiday) 1st hour	12.50	12.50	
Hire of Meeting Room - Peak (Sun/Bank Holiday) per hour after 1st hour	18.75	18.75	
Hire of Meeting Room - After 10pm any day	25.00	25.00	
Stenson Fields Community Centre - Use of full kitchen for catered functions (discretionary charge)	30.00	50.00	Up to maximum of £50 depending on staff time to tidy up