

Executive

Minutes of the meeting held on Thursday 3 October 2019 at the Town Hall, Royal Leamington Spa, at 6.00pm.

Present: Councillors Cooke, Day, Falp, Hales and Matecki.

Also present: Councillors: Nicholls (Chairman of the Finance & Audit Scrutiny Committee); Davison (Chair of the Overview & Scrutiny Committee); Boad (Liberal Democrat Group Observer); and Cullinan (Labour Group Observer).

Apologies for absence were received from Councillors Grainger, Norris and Rhead.

48. **Declarations of Interest**

Minute Number 58 - Rural/Urban Capital Improvement Scheme (RUCIS) Application

Councillor Falp declared a personal interest because the application site was within her Ward and did not vote on this item.

49. **Minutes**

The minutes of the meeting held on 21 August 2019 were taken as read and signed by the Chairman as a correct record.

Part 1

(Items for which a decision by the Council was required)

50. **Fees and Charges 2020/21**

The Executive considered a report from Finance detailing the proposals for discretionary Fees and Charges in respect of the 2020 calendar year. It also showed the latest Fees and Charges 2019/20 income budgets, initial 2020/21 and the actual out-turn for 2018/19.

The Council was required to update its Fees and Charges in order that the impact of any changes could be fed into the setting of the budget for 2020/21. Discretionary Fees and Charges for the forthcoming calendar year had to be approved by Council.

In the current financial climate, it was important that the Council carefully monitored its income, eliminated deficits on service specific provisions where possible and therefore minimised the forecast future General Fund revenue deficit.

Some additional fees had been created to generate additional income for the service areas concerned and others in response to new legislation. (Animal Welfare – boarding, pet shops, hiring of horses), Bowls (Commonwealth Games related). These were highlighted in Appendix A to

the report and also in paragraphs 11.4, 12.4, 12.5 and 13.1 of the report. Other charges had been deleted due to legislation changes or changes in the way the service was provided. A 2% increase in Fees and Charges income had been allowed for in the Medium Term Financial Strategy (MTFS). Budget Managers had been tasked with seeking to achieve additional income of 3%.

The Regulatory Manager had to ensure that licensing fees reflected the current legislation. The fees charged should only reflect the amount of officer time and associated costs needed to administer them. New fees were also being proposed to cover new responsibilities.

Bereavement – new cremation fees were proposed to meet potential new or differing customer requirements.

Land Charges and Building Control fees were ring fenced accounts: Income levels for Land Charges had reduced due to the transfer of the LLC1 fee to the Land Registry Service. There had been a corresponding fall in staffing costs and payments to WCC to reflect this. Income and expenditure were carefully monitored to avoid creating a large surplus (or deficit) on the Land Charges Control Account, which should break even. Building Control was subject to competition from the private sector and had to set charges that were competitive with this market.

Management of the Council's Leisure Centres was now by Everyone Active. The contract definition stated that 'The Contractor shall review the (following) core products and prices each year and submit any proposed changes to the Authority for approval (the "Fees and Charges Report")'. Everyone Active were expected to request an increase on some of these prices in line with the Retail Prices Index (RPI). The current prices for the core products and prices were shown at Appendix B to the report. Previously, when the leisure centres were operated by the Council, most years the charges were increased by around RPI. It was recommended that, provided the changes proposed by Everyone Active to the core products and prices were within the September RPI, that the Heads of Culture and Finance, in consultation with the relevant portfolio holders, could accept the changes. In reviewing the proposed increases, officers would consider previous years increases to avoid automatic year on year increases in prices.

Not all of the new parking locations that were being opened for the proposed closure of Covent Garden car park had come into operation, due to the delay in the closure of Covent Garden (although extra spaces had been created at Court Street, Bedford Street and Chandos Street). However, Riverside House had been open at weekends to provide additional parking for the town. Consideration was being given to the introduction of free parking for electric vehicles in council car parks. This would be subject to a future report to the Executive, which should include details of how this would be funded.

In terms of alternatives, the various options affecting individual charges were outlined in the main body of the report, at Sections 8 to 16.

Fees and Charges for 2020/21 remained static i.e. remained at the same level as for 2019/20, which would increase the savings to be found over the next five years unless additional activity could be generated to offset this.

The Finance & Audit Scrutiny Committee noted that Everyone Active had 18 core prices on which they had held the price of seven last year and had informally indicated that four of these would be held again this year. It was also noted that officers would seek a contract amendment with Everyone Active, so that the proposed fees could be considered earlier.

The Overview & Scrutiny Committee did not scrutinise the report, other than the pest control charges in Appendix A to the report (page 39). The Committee asked the Portfolio Holder to confirm that the charging reductions applied for mice infestation would also apply to the new charge for rat infestation.

If this was not the case, the Committee formally recommended to the Executive that the reductions should be applied. The Executive were required to vote on this if the charging reductions did not apply because it then formed a recommendation to them.

However, after the meeting of the Overview & Scrutiny Committee, officers explained to Members that the reductions applied for mice infestation would also apply for rat infestations. As a result, the Overview & Scrutiny Committee withdrew its recommendation to the Executive.

Councillor Hales proposed the report as laid out.

Recommended to Council that

- (1) the Fees and Charges proposals set out in Appendix A to the report, to operate from 2 January 2020 unless stated otherwise, be approved; and
- (2) provided the changes proposed by Everyone Active to the core products and prices from January 2020 are within the September RPI, authority be delegated to the Heads of Culture and Finance, in consultation with the relevant portfolio holders (Cllrs Grainger and Hales), to accept the changes.

(The Portfolio Holder for this item was Councillor Hales)
Forward Plan Reference 1,046

Part 2

(Items for which a decision by the Council was not required)

51. **Safeguarding Adults and Children Policy**

The Executive considered a report from Housing seeking approval for a new Safeguarding Adults and Children policy, attached as Appendix 1 to the report.

The Council had an existing safeguarding policy which included adults but not children. Cultural Services had its own separate safeguarding policy for adults and children but it was specific for that service area. The new policy had been developed to include comprehensive safeguarding guidance for adults and children in one document.

As the new policy would need to be updated from time to time with minor changes to reflect changes in legislation and good practice, it was recognised that it would be more practical for these changes to be agreed by the Head of Housing and/or the Head of Health and Community Protection following consultation with the Member Champions for Safeguarding, rather than formal approval by Executive.

The current safeguarding policy had originally been produced in conjunction with four other Warwickshire district and borough councils, with the latest revision in August 2015. This policy included guidance and procedures for safeguarding adults with care and support needs only.

The need to develop one corporate safeguarding policy for both adults and children, rather than having separate service-specific policies had become apparent given that safeguarding was everyone's business and a high-profile issue.

The Council had a statutory duty to co-operate with section 11 of the Children Act 2004 to safeguard and promote the welfare of children. The Care Act 2014 also placed a duty to protect adults at risk of abuse or neglect.

The new policy had been developed after consultation with Warwickshire County Council's Legal Services team, Prevent Officer, Safeguarding Warwickshire (this was a new partnership which combined Warwickshire Safeguarding Children Board and Warwickshire Safeguarding Adults Board), together with feedback from the Council's Safeguarding Group and the four local district and borough Councils.

No alternative options had been considered.

Councillor Falp proposed the report as laid out.

Resolved that

- (1) the Safeguarding Adults and Children policy at Appendix 1 to the report, be agreed; and
- (2) authority be delegated to the Head of Housing and/or the Head of Health and Community Protection, in consultation with the Member

Champions for Safeguarding for any future minor changes.

(The Portfolio Holder for this item was Councillor Falp)
Forward Plan Reference 1,033

52. **Draft Business Strategy 2019-2023**

The Executive considered a report from the Deputy Chief Executive (AJ) seeking Executive agreement to a consultation with all Council Members on the draft Business Strategy 2019-2023 and requesting that officers sought feedback which could be used to produce a final Strategy for endorsement.

At its meeting of 10 July 2019, the Executive agreed the Council's programme of work for 2019-2020 following adoption of the Service Area Plans. However, there was recognition that the detail of the strategic direction of the new administration was still being developed:

"Officers are in the process of developing a Council Business Plan with the Plan's strategic direction being steered by the Executive. The Plan is currently at an early stage but will shortly move to draft stage. Once this point has been reached, consultation will take place with Group Leaders and the respective Groups to garner Councillors' views on the document. It is hoped that a consensus can be reached as to the Plan's content."

Work had continued on the development of a Business Strategy (previously referred to as a Business Plan) and the latest draft could be seen at Appendix A to the report. The Strategy had been constructed around five key themes:

- responding to the Council's Climate Emergency declaration;
- transforming the Council's working practices and business processes, utilising technology and enabling digital services to reduce costs;
- maximising income by taking a more entrepreneurial approach to income generation and developing new income streams;
- investing in the Council's built assets to enhance service delivery and / or increase the financial return; and
- supporting the local economy to produce high quality jobs and increase the prosperity of the District.

At the Council meeting of 27 June 2019, Members voted unanimously to declare a climate emergency. It was agreed that within six months of the vote, an action plan would be produced by a group led by the Portfolio Holder for Business & Environment. The work on this plan had commenced, although given the vastness of its potential scope, outside assistance was being sought. The outcomes from the work of this group would have a major impact on what the Council did over the coming years but that did not preclude officers from starting on initiatives in advance of the group's report. Therefore, specific ideas had been put forward at this point for Members' consideration.

The next three themes were to some degree inter-related and were proposed in the context of a Council that was providing, and would continue to provide, high quality services, which had great ambition and a programme of work in-train to enhance the District, but which had seen the amount of grant it received from Central Government now cut to zero. Consequently, the Council had to continue to develop the efficiency and effectiveness of its services whilst at the same time maximising the income it received so that major cost reduction programmes were not needed, which could have negative impacts on service delivery.

The fifth theme of supporting the local economy was fundamental to the prosperity of the District and in turn the success of the Council. If the District was attractive to individuals and businesses, investment in the District would increase with positive financial consequences for local shops and services. This would lead to a positive impact on the Council's income streams such as business rates, council tax, parking income and planning fees all of which could then be re-invested in the delivery of high quality services.

At Section 5 to the report, the Council's current financial position and outlook was described. The content of the Business Strategy was designed to increase the resources available to the Council. Should Members agree to the proposed strategic approach, then officers would put detail on the programmes of work so that the Business Strategy could be signed-off in tandem with the Budget 2020-21.

Members were therefore asked to consider the draft Business Strategy and discuss the content in their respective Groups. It would be helpful if each Group Leader could nominate a Member to provide feedback to officers on behalf of their respective Group.

No alternative options were considered as it was essential that the Council was clear about its priorities and how it would go about achieving them.

The Overview & Scrutiny Committee noted the report. It was felt that this was a positive, high level report and that more details would be required.

Councillor Day proposed the report as laid out.

Resolved that

- (1) officers undertake a consultation exercise with all Council Members in respect of the draft Business Strategy 2019-2023 at Appendix A to the report, be agreed; and
- (2) officers submit a further report to the February 2020 Executive to seek agreement of a Business Strategy 2019-23 which reflects consultation responses to the draft Strategy, be agreed.

(The Portfolio Holder for this item was Councillor Day)
Forward Plan Reference 1,063

53. Charges for Lifeline Services - New Tenants of Designated Properties

The Executive considered a report from Housing bringing forward a proposal to make consistent the service provision and the charging structures for tenants who lived in age-designated properties within the District. The report presented a second proposal to give a more focused service to the Council's older customers living in designated and age appropriate stock. This also involved a change to the letting restriction for two blocks, which were currently age designated, to general needs.

To comply with legislation to achieve designated status, a property was required to be provided for a particular community and to offer facilities as standard, over and above that of a general needs property. Most commonly, the facilities offered by housing providers included for an alarm. The current policy was that tenants who lived in designated properties that were not part of a scheme could opt out of the lifeline service. Whilst this was attractive in terms of customer choice, it brought into question whether the properties could be classed as designated.

If it were successfully argued that a property was not designated, the Right to Buy would apply. Whilst the concept of older people purchasing their home was welcomed, it led to problems later on when that property was subsequently sold. There were examples of younger people buying these properties and a consequence of different lifestyles had led to older people feeling at the least disturbed to feeling afraid and fearful of their surroundings and possible increase in anti-social behaviour. By having the Lifeline service in the property permanently, an enhanced support offer could be delivered for those residents. This could mean that residents might be able to stay in their homes longer, rather than move to a property with additional support. It would also help people be discharged from hospital more quickly as the service would be in place from when they moved in.

It was proposed to reintroduce the charges as current tenants moved on. Therefore, there was no adverse impact to the current residents. However, no further tenants would be permitted to opt out of the scheme.

A full list of properties to be classed as designated could be found at confidential Appendix 1 to the report, agenda item 15, minute number 63.

It was proposed that the Council would provide an enhanced property owner offer for residents living in age designated and sheltered scheme properties. This would include working with those residents in the community to facilitate activities where those communities requested them. It was proposed that the Council would develop several tiers of service available to residents, to those living in sheltered scheme, to those living in schemes with community centres and to those living in age designated properties. It was proposed that housing staff would be more

visible at these schemes and estates and would work with the community to help develop a further sense of community, linking in with other residents in nearby properties. This would support a wider housing strategy for older and disabled people.

This offer involved the consideration of properties that were age designated and whether this was the correct way to manage the stock that Warwick District Council had. Therefore, a removal of the letting restriction was proposed for the properties at Stamford and Radcliffe Gardens. These were both high-rise tower blocks and classed as age restricted properties, and were let only to tenants over the age of 55. Due to changes in demographic, properties available and issues with access in the block, it was proposed that this age restriction was now removed. To manage the block more effectively and to reduce the risk substantially would be to change the resident profile to those with less vulnerability, meaning to remove the age restriction. Warwickshire Fire and Rescue Service had indicated that it was a concern for so many vulnerable people to be located in a high-rise accommodation. It was proposed that this change happened organically and there was no wholesale decant of the blocks. The Council would work with its current residents to carry out a series of moves to more appropriate age related designated stock amongst its sheltered or age designated housing properties.

A full list of properties at Stamford Gardens and Radcliffe Gardens can be found at Confidential Appendix 2 to the report, Agenda Item 15, Minute Number 63.

In terms of alternatives, Warwick District Council could continue how it currently operated and leave designated property tenancies with the option of taking the lifeline service. This would negatively affect potential income and possibly leave the Council open to challenge about the nature of the stock. It would not offer the best protection for older and vulnerable people.

The Overview & Scrutiny Committee supported the recommendation in the report.

Recommendation 2.2 in the report was withdrawn prior to the meeting.

Councillor Matecki proposed the report as laid out.

Resolved that that the Lifeline basic service be provided as a standard feature in all designated properties attached as confidential Appendix 1, Minute 63, but that the service is introduced on a gradual basis as the current tenants move on.

(The Portfolio Holder for this item was Councillor Matecki)
Forward Plan Reference 967

54. Project Initiation Document for the replacement of various software

The Executive considered a report from the Deputy Chief Executive (AJ) seeking approval for the Project Initiation Document (PID) for replacement of software (Civica APP, IDOX, Acolaid & GGP and a range of bespoke in-house developed solutions) used by Health & Community Protection (HCP), Neighbourhood Services (NS), Private Sector Housing (PSH) and Development Services (DS).

At Appendix A to the report, the PID for procuring and replacing software (Civica APP, IDOX, Acolaid & GGP and a range of bespoke in-house developed solutions) used by HCP, NS, PSH and DS was provided. Within the PID, the rationale for the proposed changes was detailed. To assist with Members' understanding of the initiative, an Executive Summary was provided at Appendix B to the report.

Ordinarily, Members would not be asked to approve PIDs as this was usually done at Project Board level. However, in this instance, the proposed technology upgrades impacted upon a number of high profile Council services and it was essential that Members fully understood what was being proposed.

In order to maintain the delivery of high quality services, the business case argued that investment in improved technology had to be made. Whilst this technology upgrade would in itself enable a positive impact on service delivery, there would also need to be changes in the way that staff operated if the maximum advantage was to be gained by the enhancement. The initiative was referenced in the draft Business Strategy (also being considered on tonight's agenda) as an area where service could be improved whilst costs were reduced. Further work on the opportunity for cost reduction needed to be undertaken and an update on progress would be reported to the February 2020 Executive meeting when it was anticipated that the Business Strategy would be approved.

Members noted from the Summary that in order to take this project forward, extra staff resource would be required in the form of a Project Manager. It was recommended that the Project Manager post was established for an initial period of two years (agreed under the Chief Executive's delegated powers) as this aligned with the upgrade of the software used by HCP, NS and PSH. DS's current contractual position meant that it could not upgrade until 2022 and so whilst the Service was minded to change suppliers, it was considering its options.

Pre-market engagement had commenced including demonstrations by software suppliers and visits to sites which currently used potential solutions. No decision would be reached upon which product to purchase until a Project Manager was in place and full project governance arrangements were up-and-running. However, this initial work strongly suggested that there were products that could improve significantly the way the Council operated. Once a preferred supplier had been identified, a

further report would be submitted to the Executive detailing the full costs and savings associated with the project.

In terms of alternatives, the Council was required to undertake a procurement exercise so no alternative options were considered as the process needed to be properly managed and resourced.

The Overview & Scrutiny Committee supported the recommendations in the report. The Committee recommended that the Project Manager referred to in 2.2 should review the PID and advise how the Overview & Scrutiny Committee could assist the Project Board through an oversight role. The Executive were required to vote on this because it formed a recommendation to them.

The Executive endorsed the recommendation of Overview & Scrutiny Committee as they recognised this would be a key project and the skills the Committee had would add value to the project.

Councillor Falp proposed the report as laid out.

Resolved that

- (1) the Project Initiation Document (PID) at Appendix A to the report, be endorsed, with extracted Business Case at Appendix B to the report, for the replacement of software used by HCP, NS, PSH and DS;
- (2) the release £15,000 from the Business Rates Volatility Reserve to employ a Project Manager for 2019/20 and that the remaining cost of the two-year post is addressed in the Budget Report 2020/21, be agreed; and
- (3) the Project Manager reviews the PID and advise the Overview & Scrutiny Committee, as part of its work programme report, how it can assist the Project Board through an oversight role

(The Portfolio Holder for this item was Councillor Falp)
Forward Plan Reference 1,067

55. Canalside Development Plan Draft Document (DPD) – Request to Consult

The Executive considered a report from Development Services requesting approval to consult on the Canalside Development Plan Draft Document (DPD).

The Warwick District Local Plan 2011-2029 was adopted in September 2017 and contained a commitment to bring forward a Development Plan Document (DPD) for the canalside.

A further commitment was made in the Local Development Scheme to produce relevant DPDs outlined in the Local Plan, such as The Canalside attached as Appendix 1 to the report.

The adopted Local Plan stated in policy DS17 'Supporting Canalside Regeneration and Enhancement' that the Council would prepare and adopt a DPD identifying areas for regeneration in the urban area suitable for other uses and areas for protection throughout the canal network. The document set out policies for the assessment of planning applications in the canalside area.

Part of the commitment for the protection of the canal and surrounding areas had already been addressed through the designation of a Canal Conservation Area in January 2019.

The Local Plan also proposed three older areas of canalside employment for consideration for residential use, these being: Sydenham Industrial Estate, Cape Road/Millers Road and Montague Road. Development of part of the Sydenham Industrial Estate for residential use had already taken place with the area to the west of Sydenham Drive and immediately adjacent to the canal given over to new housing.

Canals as a topic didn't appear in the previous Local Plan which illustrated the decline in the use and interest in the canals at that point. It was now recognised that the canals formed a useful resource and as well as providing a network of tow paths that joined towns and countryside and providing a backdrop for leisure pursuits, they were also a valuable resource in providing places of peace and tranquillity supporting the health and wellbeing of all who used them.

Examples of regeneration elsewhere and particularly in the bigger cities, Birmingham for example, demonstrated how the resurgence of interest and investment in the canals can assist with the regeneration of surrounding areas providing a catalyst for new uses to be found for vacant land and buildings and raising awareness of the opportunities provided by the canals.

The submission draft of the DPD attached as Appendix 1 to the report dealt with these issues provided responses to these with policies that would be utilised by officers dealing with planning applications. Specific policies dealt with the redevelopment of redundant sites for residential use and a series of other opportunity sites had been identified, examined and assessed for suitability to be taken forward for this and other appropriate uses.

As a DPD, the document would need to follow the same procedure as the Local Plan in that another stage of formal consultation would be required on the submission document before it was placed before an independent inspector at public examination. The report of the inspector would be binding on the Council and any amendments would be made to the DPD before it was brought back to Executive for adoption, at which point it

would carry the same weight as the Local Plan and became part of that planning framework for development.

In terms of alternatives, the Executive could decide not to pursue publication of a Canalside DPD. This would, however, be contrary to the commitment made in the Local Plan and would not provide officers with a solid policy basis for decision making with regard to the future development of canalside sites.

Councillor Cooke proposed the report as laid out.

Resolved that

- (1) the content of the consultation document attached as Appendix 1 to the report, the accompanying SA/SEA report attached as Appendix 2 to the report and the Executive Summary of the SA/SEA attached as Appendix 3 to the report, be noted and approved for a six-week public consultation, in accordance with the Council's adopted Statement of Community Involvement (SCI); and
- (2) following the public consultation, a submission version of the DPD will be brought before them with a report of public consultation, to be approved for a further period of consultation before the DPD is submitted to an independent planning inspector, be noted.

(The Portfolio Holder for this item was Councillor Cooke)
Forward Plan Reference 1,055

56. Supporting Leamington Town Centre

The Executive considered a report from Development Services setting out proposals to supplement the seed funding agreed as part of the successful Future of the High Street Fund Bid through funding arrangements that would allow projects for Leamington Town Centre to be developed over a two-year period.

In March 2019, the Council made an Expression of Interest to the Future of the High Street Fund (FHSF). This was a Government fund which sought to support the transformation of town centres in the context of changing consumer patterns and changing expectations about the role of Town Centres. Originally, the total fund was for £675m, although in a recent announcement it had been confirmed that this had now been extended to £1bn.

The process for accessing the funds was in two stages:

- The first stage was the Expression of Interest. At this stage, town centres were assessed on the need for funding by looking at nature of the challenges the Town Centre faced and the strength of a shared vision for the future of the town centre. Essentially, this stage was about the challenges faced by the Town Centre and the strength of the vision for addressing those challenges. It did not set out specific proposals or projects, nor did it request a specific sum of money. Warwick District Council made an Expression of Interest (EIO) for Leamington Town Centre in March 2019 and had had confirmation in August 2019 that this EIO had been one of approximately 100 that had been successful. This gave the green light to progress to the second stage.
- The second stage would require specific proposals to be developed through to project plans and business cases. These would be assessed to allocate the £1bn fund to each Town Centre that was successful in the first stage. To help work up proposals, projects and business cases, Warwick District Council would be allocated some seed funding. At present, we have not had confirmation as to how much this would be. It was expected that it would be at least £75,000, but could be as much as £150,000.

Working up proposals to ensure the Council was successful in attracting funds through Stage 2 of the Future of the High Street Fund (FHSF) process would be a high priority. These proposals would need to:

- deliver the vision, summarised in Appendix 1 to the report;
- be based on extensive engagement so that support for proposals is shared with our partners;
- be feasible and viable; and
- tie in with other Council priorities.

The Council had been given some guidance on preparing Business Cases and would be provided with support from MHCLG over the coming months, with an inception meeting in October 2019. The guidance indicated the following timetable:

- capacity and resource grant to be paid September 2019;
- further business case guidance circulated September 2019;
- commence inception meetings October 2019;
- early draft business case submission 15 January 2020;
- final business case submission date 30 April 2020; and
- successful bids announced Summer/autumn 2020.

The key date in this was that the business case submission needed to be made by 30 April 2020. This was a tight timescale. Ahead of this it would be necessary to undertake stakeholder engagement to help shape project proposals; work up detailed proposals; consider costs, delivery mechanisms, viability and sources of funding; and gain approval for specific business cases.

To achieve the work required within this timescale meant the submission would need to be a high priority for the Council over the coming months. This would be time consuming and challenging work and would require

extensive partnership work. The Council did not have the capacity to do this through existing staff resources, and indeed the government money provided for this stage implicitly recognised that new resources were likely to be needed. Therefore, part of the money that the Council would receive to prepare the Stage 2 proposal would be utilised to bring in additional support either through recruiting to a post or by entering in to a contract with an experienced consultant.

Whilst the Council would be keen to ensure that any proposal aligned with a range of related ambitions and initiatives for the Town Centre, delivering a Stage 2 proposal was likely to be the sole focus until April 2020 to ensure proposals that had a strong prospect of success.

However, officers considered that the FHSF bid should be a launch pad for a range of inter-related proposals for Leamington Town Centre.

Recognising this, any proposals that were supported by the FHSF would form only part of the Council's ambitions for Leamington Town Centre and it was therefore important that resources were available beyond the submission of proposals for Stage 2. In particular, there would be a need for ongoing engagement with stakeholders and coordination of projects and proposals as diverse as Bath Street Transport Improvements; Covent Garden Regeneration; the Creative Quarter; Air Quality Initiatives; Sustainable Transport Options; The Commonwealth Games; Revised Parking Strategy; Wayfinding and the Local Plan review. At this stage, it was not possible to prioritise initiatives for inclusion in the FHSF bid, but what was clear was that whatever funding was agreed through the bid would be no more than a starting point for investment in the Town Centre.

At this stage, agreement only in principle was sought for the second year funding. The source of this funding was still to be finalised. It would be part of the remit of the post holder/consultant to identify possible sources of funding for the second year including the potential for further funding from the FHSF and other grants. However, if no external funding was available, the fall-back position would be for the Council to fund the second year. Recommendation 2.2 in the report therefore sought agreement for the Council to effectively underwrite the costs for the second year up to a total cost £75,000.

In terms of other options, an alternative would be limit funding to one year only. This would have the advantage of being affordable within the seed funding allocated from FHSF. However, this option was not recommended principally because the FHSF initiatives should be seen as a starting point to encourage investment in other initiatives and as a result, funding for one year was likely to have only a limited impact. The work involved in the first year would inevitably require significant further work in future years and it was suggested that this should be recognised from the start.

Consideration had been given as to whether the additional capacity required to support this work should be through the establishment of a new post, through a contract with a consultant or a mixture of both. There were pros and cons of all these options and officers had been mindful of the need to gain momentum quickly; to retain expertise within the

Council; to ensure initiatives were perceived in a spirit of cooperation at the same time as ensuring the Council demonstrated leadership; to ensure value for money and affordability; and to ensure the level of expertise and resilience delivered the outcomes needed. Taking these factors in to account, it was suggested that initially an internal recruitment exercise was undertaken to assess whether there were existing Council employees who could undertake this work and who could ensure early momentum. If this was unsuccessful, then consideration might be given recruiting an external consultant.

Councillor Boad congratulated officers and thanked them for their hard work.

Councillor Day proposed the report as laid out.

Resolved that

- (1) Warwick District Council's Expression of Interest to the Future of the High Street Fund for Leamington Town Centre has been successful and that specific projects for funding can now be developed, be noted. As part of this, Members noted that seed funding, expected to be in the region of £75,000, will be provided to support the development of specific proposals over the coming year that deliver the vision set out in the Expression of Interest attached as Appendix 1 to the report; and
- (2) underwriting funding to enable project proposals for Leamington Town Centre to be progressed over a two-year period, noting that first year's costs of up to £75,000 will be covered by the Future of the High Street Fund and that funding of £75,000 for the second year's costs will only be required if other sources of funding are not forthcoming, be agreed.

(The Portfolio Holder for this item was Councillor Rhead)
Forward Plan Reference 1,070

57. Significant Business Risk Register

The Executive considered a report from Finance setting out the latest version of the Council's Significant Business Risk Register for review by the Executive. It had been drafted following a review by the Council's Senior Management Team and the Leader of the Council.

The report sought to assist Members fulfil their role in overseeing the organisation's risk management framework. In its management paper, "Worth the risk: improving risk management in local government", the

Audit Commission set out clearly the responsibilities of Members and officers with regard to risk management, detailed in Section 3.1 of the report.

The Significant Business Risk Register (SBRR) recorded all significant risks to the Council's operations, key priorities, and major projects. Individual services also had their own service risk registers.

The SBRR was reviewed quarterly by the Council's Senior Management Team and the Council Leader and then, in keeping with Members' overall responsibilities for managing risk, by the Executive. The latest version of the SBRR was set out as Appendix 1 to the report.

A summary of all the risks and their position on the risk matrix, as currently assessed, was set out as Appendix 2 to the report.

The assessments of risk were judgemental, being based on an assessment of the likelihood of something occurring and the impact that might have. Appendix 3 to the report set out the guidelines that were applied to assessing risk.

In line with the traditional risk matrix approach, greater concern should be focused on those risks plotted towards the top right corner of the matrix whilst the converse was true for those risks plotted towards the bottom left corner of the matrix. If viewed in colour (e.g. on-line), the former set of risks would be within the area shaded red, whilst the latter would be within the area shaded green; the mid-range would be seen as yellow.

Any movements in the risk scores over the last six months were shown on the risk matrices in Appendix 1. There was one movement since the last report. This applied to Risk 7, the 'Risk of additional financial liabilities'. In the light of the new Business Strategy 2019-2023 not yet being finalised, SMT felt it was prudent to raise the impact level from 4 to 5. This meant that the risk was now in the red zone. Careful consideration would now be given as to how this risk could be reduced.

As part of the process of assessing the significant business risks for the Council, some issues had been identified which at this stage did not necessarily represent a significant risk, or even a risk at all, but as more detail emerged might become one. These had been mentioned in previous reports but as their status had not changed, they were included again for completeness.

- Brexit – already recognised as a potential trigger to some of the Council's existing risks, this issue would be kept under review so that as details emerged of exactly what Brexit might mean, generally for local government and specifically for this Council, the implications for the Council's risk environment could be considered further; and
- Funding – the Government had started consultations around changes to the Business Rate Retention scheme by Local Government and the Fair Funding Review, with both these changes due to be effective from

2020/21. Depending on how these proposals developed, there might be a substantial impact upon the Council's finances.

The EU referendum result and the possible implications of Brexit had been included as a trigger within Risks 2, 3, 6, 7. As the country moved closer to the (revised) departure date, there was concern as to what the Council ought to be considering by way of contingency planning for potential impacts on services and the local community. That had been, and still was, difficult to do without knowing the nature of the basis for the country leaving the EU.

One service issue that had already been identified related to the potential need to set up a Port Health Authority for Coventry Airport. The extent and impact of this would depend on the detail and nature of the exit. By way of explanation, Coventry Airport was currently a postal hub and was not classed as a Border Inspection Post. However, the implications of the exit from Europe might require the establishment of a Port Health Authority in order to deliver the range of controls which were required. These could include inspection, monitoring and implementation of: insects and rodents on board aircraft, food and sanitation waste, imported food controls, noise, dust, water and air quality and civil contingency responsibilities.

Other actions being taken in respect of Brexit included:

- a sub-group of SMT was meeting weekly to review the impact of Brexit and actions required;
- SMT had agreed an Action Plan, to which all Heads of Service had contributed;
- Supply Chains were actively being considered. A new column had been included within the Contract Register for contract managers to comment on the potential impact of Brexit on the contract and the supplier;
- an event to inform EU citizens in the District of their settlement status was arranged for 19 March;
- arranged for the use of the Government Funding awarded to Local Authorities to help prepare for Brexit (£35,000 over 2 years); and
- ongoing work for port health and imported food control. (The Council had received funding from the Food Standards agency –up to £28,000 in total would be paid upon conclusion of work and the delivery of a report to the FSA of our findings.)

There were two other significant actions that, for a period of time, were being undertaken:

- a lead officer was part of a weekly feed of issues up to government via a Local Authority regional representative and in turn was now receiving feedback from the government on various aspects of the proposed EU exit; and
- a lead officer was party to a weekly telecom of the Warwickshire Local Resilience Forum (LRF).

These had stopped now until further instruction was received from the government. It was anticipated that they would be restarted nearer the

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time of departure from the EU (currently scheduled to be 31 October 2019).

The Government had started consultations around changes to the Business Rate Retention scheme by Local Government and the Fair Funding Review, with both these changes due to be effective from 2020/21. Depending on how these proposals evolved, there might be a substantial impact upon the Council's finances. However, recent national government events might cause a delay to the reviews with consequent impacts on resource allocations for Local Government as a whole.

In terms of alternatives, the report was not concerned with recommending a particular option in preference to others.

The Finance & Audit Scrutiny Committee noted the report.

Councillor Hales proposed the report as laid out.

Resolved that

- (1) the Significant Business Risk Register attached at Appendix 1 to the report, be noted; and
- (2) the emerging risks identified in section 10 of the report, be noted.

(The Portfolio Holder for this item was Councillor Day)
Forward Plan Reference 1,049

58. Rural/Urban Capital Improvement Scheme (RUCIS) Application

The Executive considered a report from Finance providing details of a Rural/Urban Capital Improvement Scheme grant application by Whitnash Sports & Social Club Lawn Bowls Section to remove the existing wooden supports underneath the bowling green ditch edges which were rotting and replace with concrete edges.

The Council operated a scheme to award Capital Improvement Grants to organisations in rural and urban areas. The grants recommended were in accordance with the Council's agreed scheme and would provide funding to help the projects progress.

The project contributed to the Council's Fit for the Future Strategy. Without the Lawn Bowl's section of Whitnash Sports & Social club, there would be fewer opportunities for the community, in particular older members of the community, to enjoy and participate in sporting and social activities which could potentially result in an increase in anti-social behaviour, an increase in obesity and disengage and weaken the community. If the project work was not carried out in the near future, the bowling green might eventually become unusable which would then

decrease opportunity for the community to enjoy and participate in sports and social activities.

In terms of alternatives, the Council had only a specific capital budget to provide grants of this nature and therefore there were no alternative sources of funding if the Council was to provide funding for Rural/Urban Capital Improvement Schemes.

Members might choose not to approve the grant funding, or to vary the amount awarded.

Councillor Hales proposed the report as laid out.

Resolved that a Rural/Urban Capital Improvement Grant from the rural cost centre budget for Whitnash Sports & Social Club Lawn Bowls Section of 80% of the total project costs, as supported by Appendix 1 to the report, to remove the existing wooden supports underneath the bowling green ditch edges which are rotting and replace with concrete edges, as detailed within paragraphs 1.1, 3.2 and 8 of the report, up to a maximum of £6,320 excluding vat subject to receipt of written confirmation from Whitnash Town Council to approve a capital grant of £100 (if the application is declined or a reduced amount is offered the budget shortfall will be covered by Whitnash Sports & Social Club Lawn Bowls Section's cash reserves which have been evidenced through their annual accounts and the provision of a recent bank statement).

(The Portfolio Holder for this item was Councillor Hales)
Forward Plan Reference 1,048

59. Public and Press

Resolved that under Section 100A of the Local Government Act 1972 that the public and press be excluded from the meeting for the following items by reason of the likely disclosure of exempt information within the paragraph of Schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006, as set out below.

Minute Nos.	Para Nos.	Reason
63	1	Information relating to an individual
63	2	Information which is likely to reveal the identity of an

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	individual
60, 61 62, 64	3 Information relating to the financial or business affairs of any particular person (including the authority holding that information)

The items below were considered in confidential session and the full details of these were included in the confidential minutes of this meeting.

Part 1

(Items for which a decision by the Council was required)

60. **Affordable housing purchase – Spring Lane, Radford Semele**

The Executive considered a confidential report from Housing recommending that the Council purchased 26 affordable homes on the Local Plan-allocated site at Spring Lane in Radford Semele for retention as Housing Revenue Account assets.

The Finance & Audit Committee noted the report and that the scheme was self-funding.

For the sake of clarity, the Committee requested a report at its next meeting to confirm the number of new Council houses, purchased or constructed since 2015, the cost of these and the money available within the HRA budget for such projects. The report should also detail the number of house types (i.e. social, affordable, or shared ownership) within each scheme.

The Finance & Audit Scrutiny Committee also took the opportunity to thank Mr Bruno for his work with the Council and wished him well for the future.

The Overview & Scrutiny Committee supported the recommendations in the report and recommended that the Council determined the costs involved to improve the EPC energy rating to category A. The Executive were required to vote on this because it formed a recommendation to them.

Members thanked the Scrutiny Committees for their comments and accepted the recommendation from the Overview & Scrutiny Committee.

The recommendations in the report were approved for consideration by Council on 20 November 2019.

(The Portfolio Holder for this item was Councillor Matecki)
Forward Plan Reference 1,066

Part 2

(Items for which a decision by the Council was not required)

61. **Regeneration of the Leper Hospital Site, Saltisford, Birmingham Road, Warwick (St Michael's Chapel and Master's House)**

The Executive considered a confidential report from the Deputy Chief Executive (AJ) regarding the regeneration of the Leper Hospital Site, Saltisford, Birmingham Road, Warwick (St Michael's Chapel and Master's House).

The Finance & Audit Committee noted the recommendations in the report.

The Overview & Scrutiny Committee supported the recommendations in the report but recommended that the Council determined if energy efficiency improvements could be made and whether there would be ways to recover the costs of this.

The recommendations in the report were approved with the addition that a report be brought back to the Executive on the potential for this development to improve the energy ratings for the proposed development.

(The Portfolio Holders for this item were Councillors Cooke, Grainger and Matecki)

Forward Plan Reference 1,035

62. **Catering and Events Concessions Contract – Royal Pump Rooms and Jephson Gardens Glasshouse – Update Report**

The Executive considered a confidential report from Cultural Services updating Members on the Catering and Events Concessions Contract – Royal Pump Rooms and Jephson Gardens Glasshouse.

The Finance & Audit Committee noted the recommendation and that they would like to see a report following the first year of trading of the new arrangements.

The Overview & Scrutiny Committee noted the report.

The recommendations in the report were approved.

(The Portfolio Holder for this item was Councillor Grainger)

Forward Plan Reference 1,071

63. **Private & Confidential Appendices 1 & 2 to Agenda Item 6, Minute Number 53 - Charges for Lifeline services - New Tenants of Designated Properties**

The Executive considered two confidential appendices to Agenda Item 6, Minute Number 53 - Charges for Lifeline services - New Tenants of Designated Properties.

The confidential appendices were approved.

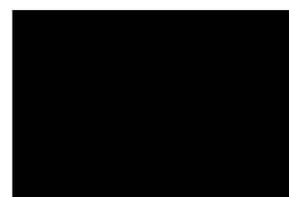
(The Portfolio Holder for this item was Councillor Matecki)
Forward Plan Reference 967

64. **Minutes**

The confidential minutes of 21 August 2019 were approved and signed by the Chairman as a correct record.

(The meeting ended at 7.21pm)

Signature redacted



CHAIRMAN
13 November 2019

FEES and CHARGES 2020/21

		Actual 2018/19 £	Estimate 2019/20 £	Latest Estimate 2019/20 £	Estimate 2020/21 £
GENERAL FUND SERVICES					
<u>CHIEF EXECUTIVE'S DEPT</u>	(App A2)	42,345	45,000	45,000 0.00%	45,000 0.00%
<u>CULTURE</u>	(App A3)	209,837	206,000	209,600 1.75%	212,500 3.16%
<u>DEVELOPMENT</u>	(App A14)	361,112	367,900	368,200 0.08%	378,700 2.94%
<u>HEALTH&COM PROTECTION</u>	(App A31)	2,884	4,800	3,700 -22.92%	6,300 31.25%
<u>HOUSING</u>	(App A40)	84,800	84,800	84,800 0.00%	84,800 0.00%
<u>NEIGHBOURHOOD</u>	(App A42)	5,076,569	5,196,600	5,164,900 -0.61%	5,503,900 5.91%
TOTAL GENERAL FUND SERVICES		5,777,547	5,905,100	5,876,200	6,231,200
HOUSING REVENUE ACCOUNT					
<u>HOUSING & PROPERTY</u>	(App A57)	433,996	433,700	433,700 0.00%	453,700 4.61%
<u>Ring Fenced or reserve accounts</u>					
Land charges		117,416	145,000	111,000	115,000
Building Control		768,633	836,000	836,000	836,000
Health & Community Protection		219,037	216,800	218,300	225,400
Burial Rights Surcharge				13,400	13,400
Parking reserve contribution				100,000	
		1,105,086	1,197,800	1,278,700	1,189,800
		6,882,633	7,102,900	7,154,900	7,421,000

NOTES :

- i) Recommended charges to operate from 1st January 2020 (unless otherwise stated).
- ii) Charges inclusive of VAT where applicable (unless otherwise stated).
- iii) Juniors are regarded as persons under 18 years of age (unless otherwise stated)

CHIEF EXECUTIVE'S DEPARTMENT

ICT - GIS section	Current Charge	Proposed Charge		
<u>Street Naming and Numbering</u>	£	From 2/1/20		
		£		
Rename/number existing property	39.00	40.00	2.56%	
Amend a Development Layout	79.00	80.00	1.27%	
Add a name to existing numbered property	Nil	Nil		
Naming of a New Street	128.00	130.00	1.56%	
<u>Numbering of New Development -</u>				
1-10 plots	£79 per plot	£80 per plot		
11+plots	£790 plus £22 per plot	£800 plus £22 per plot		
Additional copies of 'Confirmation of Address' letters	30.00	Upon request		
Renaming of a street	Price upon request	Upon request		
	Actual	Estimate	Latest	Estimate
	2018/19	2019/20	2019/20	2020/21
	£	£	£	£
ICT - GIS section				
<u>Street Naming and Numbering</u>	42,345	45,000	45,000	45,000
Total ICT GIS Section	<u>42,345</u>	<u>45,000</u>	<u>45,000</u>	<u>45,000</u>

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CULTURE

	Actual 2018/19 £	Estimate 2019/20 £	Latest Estimate 2019/20 £	Estimate 2020/21 £
Culture and Heritage:				
<u>Royal Spa Centre</u>	79,248	77,000	77,000	78,000
<u>Royal Pump Room</u>	780	100	1,100	1,100
<u>Town Hall Room Hire</u>	66,076	64,500	66,000	66,000
Total Culture and Heritage	146,104	141,600	144,100	145,100
Recreation and Sport:				
<u>Tennis</u>	2,290	4,200	2,000	2,100
<u>Bowls</u>	12,568	16,600	15,500	15,900
<u>Football, Rugby, Hockey Pitches</u>	15,749	16,500	17,500	17,900
<u>Edmondscote Track</u>	21,713	15,500	17,000	17,500
<u>Miscellaneous Charges</u>	5,831	5,500	5,500	5,600
<u>Lillington Recreation Centre</u>	5,582	6,100	8,000	8,400
Total Recreation and Sport	63,733	64,400	65,500	67,400
TOTAL CULTURE	209,837	206,000	209,600	212,500

CULTURE

CULTURE and HERITAGE

ROYAL SPA CENTRE

(Free of V.A.T. unless otherwise stated)

AVON HALL:

**Charge
From 2/1/19**

**Proposed
Charge
From 2/1/20**

With the exception of below, all charges are by negotiation

Catering:

When light refreshments are required, these shall be provided by the Arts Section's Customer Services Team , with whom arrangements should be made

When the premises are booked for functions requiring licensed refreshments, the Bar be provided by and . under the control of the Council.

MAIN AUDITORIUM

by negotiation

by negotiation

The service of the Duty Manager and/or member of the Technical Staff are included in all the hire charges.

BALCONY / CONSERVATORY:

by negotiation

by negotiation

The service of the Duty Manager and/or member of the Technical Staff are included in all the hire charges.

STUDIO/CINEMA

	Actual 2018/19 £	Estimate 2019/20 £	Latest Estimate 2019/20 £	Estimate 2020/21 £
INCOME (Net of V.A.T.)				
Events	78,462	75,000	75,000	76,000
Additional Facilities	786	2,000	2,000	2,000
Total Royal Spa Centre	79,248	77,000	77,000	78,000

CULTURE
CULTURE and HERITAGE

<u>ROYAL PUMP ROOM</u>	Charge	Proposed		
(All prices inclusive of V.A.T. unless otherwise stated)	From 2/1/19	Charge	From 2/1/20	
	£	£		
ASSEMBLY ROOM:				
(Charges for Local Community Groups non-commercial hire)				
- Private hire (per hour or part thereof)	N/A	N/A		
- Preparation / rehearsal (per hour or part thereof)	N/A	N/A		
- Commercial hire (per hour or part thereof)	N/A	N/A		
- Preparation / rehearsal (per hour or part thereof)	N/A	N/A		
ANNEXE:				
(Charges for Local Community Groups non-commercial hire)				
- Private hire (per hour or part thereof)	N/A	N/A		
- Preparation / rehearsal (per hour or part thereof)	N/A	N/A		
- Commercial hire (per hour or part thereof)	N/A	N/A		
- Preparation / rehearsal (per hour or part thereof)	N/A	N/A		
Saturdays, Sundays and Bank Holidays	+ 50%		+ 50%	
All commercial promotions by negotiation in first instance				
Minimum 2 hour hire charge for evening events				
Non-returnable deposit of 25% or all of any minimum income				
Commercial Hire is defined as private individuals or private sector commercial promotions.				
A contractor manages the Assembly Room and Annexe on behalf of the Council and offers a full range of catering services. They will negotiate all-inclusive rates for special events, dinners and conferences.				
EDUCATION ROOM:				
Schools, Colleges & Educational Groups:				
- per day	41.00	42.50		3.66%
- per session (Half day)	31.00	32.00		3.23%
Commercial or non-educational hirers - by negotiation with the Head of Cultural Services with a minimum charge of £10 per hour)				
Additional Facilities :				
Piano (Per booking)	78.00	78.00		0.00%
	+ VAT	+VAT		
<u>ART GALLERY AND MUSEUM:</u>				
Art Exhibitions :				
- commission on pictures sold	10%		30%	
	Actual	Estimate	Latest	Estimate
INCOME (Net of V.A.T.)	2018/19	2019/20	Estimate	Estimate
	£	£	2019/20	2020/21
			£	£
Assembly Room, Annexe, Education Room	780	1,000	1,000	1,000
Art Exhibitions - Commission on sales	0	100	100	100
Total Royal Pump Room	153	100	1,100	1,100

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CULTURE
CULTURE and HERITAGE

<u>TOWN HALL ROOM HIRE</u> (Free from V.A.T.)	Charge From 2/1/19 £	Charge From 2/1/20 £
All charges are by negotiation		
PRIVATE, NON-COMMERCIAL BOOKINGS:	80%	80%
COMMERCIAL BOOKINGS:	100%	100%
VOLUNTARY ORGANISATIONS:	65%	65%

INCOME (Net of V.A.T.)	Actual 2018/19 £	Estimate 2019/20 £	latest Estimate 2019/20 £	Estimate 2020/21 £
Town Hall Room Hire	66,076	64,500	66,000	66,000

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CULTURE

RECREATION and SPORT

		Charge From 2/1/19 £	Proposed Charge From 2/1/20 £	
<u>TENNIS</u>				
Per court per hour (Excluding All Weather Pitch)		See note	See note	
Casual Usage				
Senior Citizens		See note	See note	
Under 18's / Disabled / Unemployed		See note	See note	
Under 5s		See note	See note	
Floodlit Tennis Hire - Victoria Park				
Casual Usage		See note	See note	
Senior Citizens		See note	See note	
Under 18's / Disabled / Unemployed		See note	See note	
Club Member		See note	See note	
			latest	
	Actual	Estimate	Estimate	Estimate
INCOME (Net of V.A.T.)	2018/19	2019/20	2019/20	2020/21
	£	£	£	£
Total Tennis	2,290	2,700	2,000	2,100
<u>BOWLS</u>		Charge From 2/1/19 £	Proposed Charge From 2/1/20 £	
Per person - per hour		4.60	4.80	4.35%
Senior Citizens		2.30	2.40	4.35%
Under 18's / Disabled / Unemployed		2.30	2.40	4.35%
Under 5s		Free	Free	
Season Ticket		67.00	68.00	1.49%
Club Season Ticket		34.00	35.00	2.94%
Club Member Season Ticket		34.00	35.00	2.94%
Commonwealth Games Rate for 1 green plus function Room per hour		40.00	40.00	0.00
Commonwealth Games Rate for 1/2 green plus function Room per hr		20.00	20.00	0.00
Commonwealth Rate room hire		39.30	39.30	0.00
Hire of Green (for morning, afternoon or evening session)		by negotiation		by negotiation
Club Bookings	Subject to negotiation and agreement by Heads of Finance and Cultural Services			
New rates introduced in recognition of non profit making organisations and Commonwealth Nations booking the bowls in in relation to the 2022 Commonwealth Games				

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CULTURERECREATION and SPORT

	Actual	Estimate	latest Estimate	Estimate
INCOME (Net of V.A.T.)	2018/19	2019/20	2019/20	2020/21
	£	£	£	£
Individuals	589	2,200	2,200	2,300
Clubs, bookings etc.	2,979	4,300	4,300	4,400
Local club rentals	9,000	9,000	9,000	9,200
Total Bowls	12,568	15,500	15,500	15,900

FOOTBALL	CHARGE 2019/20 SEASON		PROPOSED CHARGE 2020/21 SEASON	
	Adult £	Junior £	Adult £	Junior £
Hire of Pitch:				
a) Pitch only	38.00	21.00	40.00	22.00
b) With Dressing Room / Showers	62.00	39.00	64.00	40.00
Hire of Pitch for Season (Once a week):				
a) Pitch only *	545.00	284.00	555.00	290.00
b) With Dressing Room / Showers *	984.00	493.00	1,005.00	500.00
Hire of Pitch for Season (Once fortnightly):				
a) Pitch only *	272.00	142.00	277.00	145.00
b) With Dressing Room / Showers *	492.00	247.00	503.00	250.00
Rounders Pitch	N/A			
INCOME (Net of V.A.T.)	Actual 2018/19 £	Estimate 2019/20 £	latest Estimate 2019/20 £	Estimate 2020/21 £
Total Football, Rugby, Hockey Pitches	15,749	17,500	17,500	17,900

* Exclusive of VAT. However, if bookings do not fulfil Customs and Excise criteria for VAT free charge, VAT must be added.

Summary of requirements for VAT free hire of sports facilities:

- i) User must be a club, school or similar body.
- ii) Clear evidence of agreement required, e.g. exchange of letters.
- iii) Payment to be made in full whether or not hire takes place.
- iv) Hire must be for a sports season or three months, whichever is less.
- v) Hirer must have exclusive use of the facility for hire period.

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**CULTURE
RECREATION and SPORT**

<u>EDMONDSCOTE ATHLETIC TRACK</u>	Charge From 2/1/19 £	Proposed Charge From 2/1/20 £	
Athletic Track:			
Day Tickets:			
- Adults	4.70	4.80	2.13%
- Juniors / Senior Citizens	2.70	2.80	3.70%
Season Tickets:			
- Adults *	122.00	125.00	2.46%
- Juniors / Senior Citizens *	61.00	63.00	3.28%
* Season Tickets - charges are reduced from 1st October to March 31st by 60%			
Reservation of Track for Group Sessions:			
Training:			
- Session not exceeding 4 hours	53.50	55.00	2.80%
- Schools / Junior	41.50	42.00	1.20%
Sports Meetings - per session of four hours or part thereof:			
Weekdays:			
- Schools / Junior	61.00	62.00	1.64%
each additional hour or part thereof	21.00	21.50	2.38%
- Others	92.50	95.00	2.70%
each additional hour or part thereof	31.00	32.00	3.23%
Saturdays:			
- Schools / Junior	87.00	90.00	3.45%
each additional hour or part thereof	31.00	32.00	3.23%
- Others	134.00	138.00	2.99%
each additional hour or part thereof	46.00	47.00	2.17%
Sundays:			
- Schools / Junior	110.00	112.00	1.82%
each additional hour or part thereof	41.00	42.00	2.44%
- Others	170.00	174.00	2.35%
each additional hour or part thereof	60.00	62.00	3.33%
Use Of Floodlighting - per hour or part thereof	41.00	10.00	-75.61%
Use of P.A. System - per period	25.00	25.00	0.00%
Use of Pavilion Facilities - per 4 hour period	45.00	45.00	0.00%
- each additional hour (or part)	18.50	18.50	0.00%

	Actual 2018/19 £	Estimate 2019/20 £	latest Estimate 2019/20 £	Estimate 2020/21 £
INCOME (Net of V.A.T.)				
Total Edmondscote Track	21,713	17,000	17,000	17,500

* The Floodlighting rate has never been applied as it would be unaffordable to all clubs and the condition of the lighting was poor. We have now improved the lighting and wish to apply a rate that is considered affordable.

CULTURE

RECREATION and SPORT

MISCELLANEOUS CHARGES

	Charge From 2/1/19 £	Proposed Charge From 2/1/20 £	
<u>PAVILION HIRE:</u>			
Hire of Vic Park Bowls Pavilion -external hirers per hr up to 3 hrs)	41.50	42.00	1.20%
Hire of Victoria Park Bowls Pavilion - internal hirers per day	51.50	52.00	0.97%
Hire of Victoria Park Bowls Pavilion - internal hirers up to 3 hrs	39.50	40.00	1.27%

	Actual 2018/19 £	Estimate 2019/20 £	Estimate 2019/20 £	Estimate 2020/21 £
INCOME (Net of V.A.T.)				
Sporting Events in Parks	5,831	5,500	5,500	5,600

COMMUNITY SPORTS DEVELOPMENT

Various courses of a variety of durations and at many locations from basic children's participation and learning up to adult advanced coaching / training.

Prices from free of charge up to £50 per day dependent on the location, need and subsidy.

CULTURE
RECREATION and SPORT

LILLINGTON RECREATION CENTRE

	Proposed Charge From 2/1/19 £	Proposed Charge From 2/1/20 £	
Sporting and Youth Organisations:			
- per morning / afternoon	22.00	23.00	4.55%
- per evening / weekend (per 2 hour session)	22.00	23.00	4.55%
- each additional hour or part thereof	11.00	11.50	4.55%
Other Organisations:	by negotiation		

	Actual 2018/19 £	Estimate 2019/20 £	latest Estimate 2019/20 £	Estimate 2020/21 £
INCOME (Net of V.A.T.)				
Total Lillington Recreation Centre	5,582 159	8,000	8,000	8,400

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CULTURE

RECREATION and SPORT

FACILITIES FOR PERSONS IN RECEIPT OF UNEMPLOYMENT BENEFIT AND INCOME SUPPORT AND STUDENTS

1. Facilities available free of charge during times shown. If no time is shown it is during all normal hours the activity is available.

Tennis (Beauchamp Gardens)

Edmondscote Athletic Track - Monday to Thursday: 9 a.m. to 5.30 p.m., Friday : 9 a.m. to 4.00 p.m.
(sometimes restricted by bookings)

Newbold Hall / Jephson Room, Spa Centre

2. Facilities available at reduced charges during times shown.

Bowls - Casual usage 10 a.m. to 5 p.m.

-Senior citizens rates

Edmondscote Athletic Track - Monday to Thursday 5.30 onwards
and Sunday mornings

-Junior rate

Coaching Courses

-Reduced price on selected courses
(see local press for details)

Art Gallery / Craft Courses

-Reduced price on selected courses
(see local press for details)

Royal Spa Centre

-Reduced ticket prices at
selected performances
(see local press for details)

-Standby tickets for some
concerts and shows, 50%
reduction, dependant upon
availability

Tickets will only be sold 30
minutes prior to start of
performance.

* At least 50% of players must fulfil eligibility criteria

CULTURE

RECREATION and SPORT

FACILITIES FOR PERSONS IN RECEIPT OF UNEMPLOYMENT BENEFIT AND INCOME SUPPORT AND STUDENTS

3. The department operates a whole range of other facilities which are offered without charge (such as paddling pools, playgrounds, parks, Jephson Gardens) and activities (such as Sunday Band concerts, plays in the parks) which are advertised in the local press as appropriate. Play schemes during the summer holidays are also free.

For full details of our services, or for further information on leisure opportunities, please ring the Cultural Services Department on 01926 456207

NOTE:

- (a) Use of the above facilities free or at a reduced charge is conditional upon production of a current :

E.S. 40 (Job Seekers Allowance)

OR

Benefits Agency decision notice or book for Income Support

OR

Benefits Agency decision notice or book for Family Credit

OR

Students Association (Union) Card specifying Full time status or

Students Association (Union) Card, non-specific and Student aged under 25 years

- (b) Children of the above may receive discounts on certain holiday courses

Every Active also offer discounts – please contact the Centres for further details

DEVELOPMENT

	Actual 2018/19 £	Estimate 2019/20 £	latest Estimate 2019/20 £	Estimate 2020/21 £
Building Control				
<u>Building Control Fees</u>	768,633	836,000	836,000	836,000
Total Building Control	768,633	836,000	836,000	836,000
Development Control				
<u>Development Control</u>	58,072	67,700	68,000	70,000
Total Development Control	58,072	67,700	68,000	70,000
Self building section	0	0	500	1,000
Enterprise Team				
<u>Enterprise Team</u>	250,800	247,800	247,800	255,300
Total Enterprise Team	250,800	247,800	247,800	255,300
Markets				
<u>Markets</u>	30,800	31,000	31,000	31,000
Total Markets	30,800	31,000	31,000	31,000
Bowls Championship - Parking	16,300	16,800	16,300	16,300
Events Team - Open Spaces	5,140	4,600	4,600	5,100
Land Charges				
Local Land Charges	117,416	145,000	111,000	115,000
Total Land Charges	117,416	145,000	111,000	115,000
TOTAL DEVELOPMENT	<u>1,247,161</u>	<u>1,348,900</u>	<u>1,315,200</u>	<u>1,329,700</u>

DEVELOPMENTTHE BUILDING (LOCAL AUTHORITY CHARGES) REGULATIONS 2010TABLE 1: NEW BUILD OF HOUSES OR FLATS (Dwellings / flats up to 300m²)Notes:

1. For a 'full plans' application, the plan fee is required immediately to process the application. This is followed by an inspection fee which is payable on commencement of the building work.
2. For a 'building notice' application the entire fee is required immediately to process the application.

Number Of Dwellings	Charge From 1/4/19 £	Proposed Charge From 1/4/20	
<u>Full Plans Applic: Submission Fee</u>			
1	£330.00	£330.00	0.00%
2	£390.00	£390.00	0.00%
3	£450.00	£450.00	0.00%
4	£510.00	£510.00	0.00%
5	£570.00	£570.00	0.00%
6	£630.00	£630.00	0.00%
<u>Full Plans Applic: Inspection Fee</u>			
1	£600.00	£600.00	0.00%
2	£770.00	£770.00	0.00%
3	£950.00	£950.00	0.00%
4	£1,130.00	£1,130.00	0.00%
5	£1,300.00	£1,300.00	0.00%
6	£1,480.00	£1,480.00	0.00%
<u>Building Notice</u>			
1	£930.00	£930.00	0.00%
2	£1,160.00	£1,160.00	0.00%
3	£1,400.00	£1,400.00	0.00%
4	£1,640.00	£1,640.00	0.00%
5	£1,870.00	£1,870.00	0.00%
6	£2,110.00	£2,110.00	0.00%

For sites with more than 6 dwellings please contact us for a quote

For the fee for new houses with floor areas in excess of 300m² please contact Building Control.
The fee for a new house or flat includes the garage whether attached or detached.

For full plans applications the fees are split. The submission fee must be paid with the application. The inspection fee can also be paid at the same time or be invoiced once the works have started.

DEVELOPMENT

THE BUILDING (LOCAL AUTHORITY CHARGES) REGULATIONS 2010

TABLE 2: CERTAIN BUILDING WORK IN DWELLINGS

Notes:

1. In a domestic property if alterations (up to £5,000 value, window replacement, replacement roof or garage conversions) are taking place at the same time as an extension (not including loft or basement conversions) there is a 50% discount in the fees for the alterations.

2. If there is more than one extension on a single dwelling, the floor areas for each extension are added together for a single overall fee.

3. Where work is concerned with the provision of access or facilities for a disabled person, in certain circumstances there are exemptions from fees. Please contact Building Control .

4. For a 'full plans' application, the plan fee is required immediately to process the application. This is followed by an inspection fee which is payable on commencement of the building work.

5. The floor area is internal, not including the area of the external walls.

DEVELOPMENT

TABLE 2: CERTAIN BUILDING WORK IN DWELLINGS (Continued)

	Charge From 1/4/19 £	Charge From 1/4/20	
<u>Full Plans Application: Submission Fee</u>			
1	Full (or part) garage conversion	£305.00	£305.00 0.00%
1	Replacement windows	£135.00	£135.00 0.00%
1	Domestic Re-roofing up to £10,000 value	£200.00	£200.00 0.00%
	Solar panels and replacement thermal elements	£200.00	£200.00 0.00%
2	Erection of a garage or car port up to 60m ²	£305.00	£305.00 0.00%
	Domestic extensions up to 40m ²	£180.00	£180.00 0.00%
3	Domestic extensions from 40m ² - 60m ²	£220.00	£220.00 0.00%
3	Loft or basement conversions up to 40m ²	£180.00	£180.00 0.00%
3	Loft or basement conversion from 40m ² - 60m ²	£220.00	£220.00 0.00%
4	Underpinning	£400.00	£400.00 0.00%
<u>Full Plans Application: Inspection Fee</u>			
1	Full (or part) garage conversion	Nil	Nil
1	Replacement windows	£135.00	£135.00 0.00%
1	Domestic Re-roofing up to £10,000 value	£200.00	£200.00 0.00%
	Solar panels and replacement thermal elements	£200.00	£200.00 0.00%
2	Erection of a garage or car port up to 60m ²	Nil	Nil
	Domestic extensions up to 40m ²	£300.00	£300.00 0.00%
3	Domestic extensions from 40m ² - 60m ²	£400.00	£400.00 0.00%
3	Loft or basement conversions up to 40m ²	£300.00	£300.00 0.00%
3	Loft or basement conversion from 40m ² - 60m ²	£400.00	£400.00 0.00%
4	Underpinning	Nil	Nil
<u>Building Notice</u>			
1	Full (or part) garage conversion	£305.00	£305.00 0.00%
1	Replacement windows	£135.00	£135.00 0.00%
1	Domestic Re-roofing up to £10,000 value	£200.00	£200.00 0.00%
	Solar panels and replacement thermal elements	£200.00	£200.00 0.00%
2	Erection of a garage or car port up to 60m ²	£305.00	£305.00 0.00%
	Domestic extensions up to 40m ²	£480.00	£480.00 0.00%
3	Domestic extensions from 40m ² - 60m ²	£620.00	£620.00 0.00%
3	Loft or basement conversions up to 40m ²	£480.00	£480.00 0.00%
3	Loft or basement conversion from 40m ² - 60m ²	£620.00	£620.00 0.00%
4	Underpinning	£400.00	£400.00 0.00%
1	There is a 50% discount for replacement windows, replacement roof, garage conversion or other works up to £5,000 value (not including loft or basement conversions) if these works are taking place at the same time as a domestic extension		
2	Garages in excess of 60m ² should be calculated using Table 3.		
3	Domestic extensions over 60m ² should be calculated using Table 3. There is a minimum fee of £470.		
4	The fees for loft and basement conversions in excess of 60m ² should be calculated using Table 3.		
5	For full plans applications the fees are split. The submission fee must be paid with the application. The Inspection fee will be invoiced once the works have started or alternatively it can be paid with the submission fee.		

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DEVELOPMENT

THE BUILDING (LOCAL AUTHORITY CHARGES) REGULATIONS 2010

TABLE 3: ALL OTHER BUILDING WORK

Notes:

1. For loft / basement conversions there is a minimum fee of £470
2. For domestic extensions over 60m² there is a minimum fee of £470
3. If a 'full plans' application is being made for work requiring a fee of £270 or less the whole fee is payable upon application. Otherwise, 40% of the total fee will be required with the application form as the plan fee. An invoice will be sent on commencement of the work for the remaining 60%, which forms the 'inspection fee'.
4. The estimated cost should be in line with recommended RICS rates, not including VAT or fees paid to architects, etc.
5. Where work is concerned with the provision of access or facilities for a disabled person, in certain circumstances there are exemptions from fees. Please contact Building Control
6. If electrical works are part of a larger project, no further fee is payable. The fee for an application purely for electrical works should be calculated on the basis of Table 3, however a BS7671 completion certificate will need to be issued by an electrician registered with an approved 'competent person' scheme. This electrician should be appointed by the applicant.

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DEVELOPMENT

THE BUILDING (LOCAL AUTHORITY CHARGES) REGULATIONS 2010

TABLE 3: ALL OTHER BUILDING WORK (Continued)

Estimated Cost of Building Work	Charge	Charge	
	From 1/4/19 £	From 1/4/20 £	
<u>Full Plans Application: Submission Fee</u>			
£0 to £5,000	£240.00	£240.00	0.00%
£5,001 to £10,000	£305.00	£305.00	0.00%
£10,001 to £15,000	£140.00	£140.00	0.00%
£15,001 to £20,000	£170.00	£170.00	0.00%
£20,001 to £30,000	£200.00	£200.00	0.00%
£30,001 to £40,000	£230.00	£230.00	0.00%
£40,001 to £50,000	£260.00	£260.00	0.00%
£50,001 to £60,000	£290.00	£290.00	0.00%
For works valued over £60,000 please contact us			

<u>Full Plans Application: Inspection Fee</u>			
£0 to £5,000	Nil	Nil	
£5,001 to £10,000	Nil	Nil	
£10,001 to £15,000	£230.00	£230.00	0.00%
£15,001 to £20,000	£270.00	£270.00	0.00%
£20,001 to £30,000	£310.00	£310.00	0.00%
£30,001 to £40,000	£350.00	£350.00	0.00%
£40,001 to £50,000	£390.00	£390.00	0.00%
£50,001 to £60,000	£430.00	£430.00	0.00%
For works valued over £60,000 please contact us for a quote			

<u>Building Notice</u>			
£0 to £5,000	£240.00	£240.00	0.00%
£5,001 to £10,000	£305.00	£305.00	0.00%
£10,001 to £15,000	£370.00	£370.00	0.00%
£15,001 to £20,000	£440.00	£440.00	0.00%
£20,001 to £30,000	£510.00	£510.00	0.00%
£20,001 to £40,000	£580.00	£580.00	0.00%
£40,001 to £50,000	£650.00	£650.00	0.00%
£50,001 to £60,000	£720.00	£720.00	0.00%
For works valued over £60,000 please contact us for a quote			

There is a 50% discount for replacement windows, replacement roof, garage conversion or other works up to £5,000 value if these works are taking place at the same time as a domestic extension.

For full plans applications the fees are split. The submission fee must be paid with the application. The Inspection fee will be invoiced once the works have started or alternatively it can be paid with the submission fee.

Fees are inclusive of V.A.T.

	Actual	Estimate	Latest	Estimate
	2018/19	2019/20	2019/20	2020/21
INCOME (Net of V.A.T.)				
Building Control Fees	768,633	836,000	836,000	836,000

DEVELOPMENT

DEVELOPMENT CONTROL

		Charge From 2/1/19 £	Proposed Charge From 2/1/20 £	
Permitted Development Enquiries (Self Assessment online free)		50.00	50.00	0.00%
Local Plan 2011-2029 Publication Draft		N/A	N/A	
NEW: Written requests relating to the Planning History of a Site		150.00	200.00	33.33%
<u>Pre-Application Advice Fees</u>				
Tier 1: Self service advice via the WDC website		No Charge	No charge	
Tier2A: Written response request if plan permission is required		50.00	100.00	100.00%
Tier2B: Request for a written response as to acceptability of a minor proposal	Householders	65.00	100.00	53.85%
	Other proposals	200.00	250.00	25.00%
Tier2C: Provision of verbal advice at the Development Management / Building Control householder drop in session		No Charge	No Charge	
Tier 3: Provision of pre-application advice for small scale non-householder proposals which do not fall with tiers 4 - 6	per meeting	200.00	300.00	50.00%
	written response	200.00	300.00	50.00%
	both	400.00	600.00	50.00%
Tier 4: Provision of pre-application advice for proposals which fall within the "minor" development category: i.e. residential proposals of 1 - 9 dwellings or involving a site area up to 0.5 ha; commercial proposals involving less than 1,000 sq. m of floor space or a site area of less than 1 ha	per meeting	400.00	600.00	50.00%
	written response	400.00	600.00	50.00%
	both	800.00	1,200.00	50.00%
Tier 5: Provision of pre-application advice for proposals which fall within the "small scale major" development category: i.e. residential proposals of 10 - 199 dwellings or involving a site area of 0.5 - 4 ha; commercial proposals involving between 1,000 and 9,999 sq. m of floor space or a site of 1 - 2 ha	per meeting	800.00	1,200.00	50.00%
	written response	800.00	1,200.00	50.00%
	both	1,600.00	2,400.00	50.00%
Tier 6: Provision of pre-application advice for proposals which fall within the "large scale major" development category: i.e. residential proposals of 200 or more dwellings or involving a site area of 4 ha or more; commercial proposals involving between 10,000 sq. m or more of floor space or a site of 2 ha	per meeting	1,200.00	1,800.00	50.00%
	written response	1,200.00	1,800.00	50.00%
	both	2,400.00	3,600.00	50.00%

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DEVELOPMENT

DEVELOPMENT CONTROL

All fees are inclusive of V.A.T.

A fee will be charged for advice which:

- and apply to all development proposals including those following both the grant of outline planning permission (i.e. prior to the submission of reserved matters applications) and the refusal of planning permission.
- *For any specific development proposal, a fee will not be charged for the first round of advice (provided by means of either a written response or meeting) relating to proposals which:-*
 - are brought forward by small charitable organisations that are based within Warwick District where the proposal either i. falls within tiers 2 to 3 or ii where larger schemes falling within tiers 4 to 6 are proposed to directly benefit the users of *the charity*;
 - are for residential development and include *the provision of at least 90% affordable housing*.
 - assist disabled people: for example, proposals involving modifications to make a more accessible or user friendly.
 - require Listed Building consent (not including redevelopment schemes where the work to a Listed Building is part of a wider proposal).
 - are for employment development falling within the B use class.

INCOME (Net of V.A.T.)	Actual 2018/19 £	Estimate 2019/20 £	Latest Estimate 2019/20 £	Estimate 2020/21 £
Development Control	58,072	67,700	68,000	70,000

DEVELOPMENT**Self-Build Homes Register**

To be included on the register, there will be an entry charge of £50 for Part 1 and £25 for Part 2. People entered on Part 1 of the register are to pay a higher fee as there is duty for local authorities to meet the demand on this part of the register. The fee is outside of the scope of VAT.

5.1 If an application to join the register is unsuccessful then the fee will be refunded in full.

5.2 After 12 months, entrants in part 1 are required to pay a renewal fee of £20 and re-register otherwise they will be removed.

INCOME (Net of V.A.T.)	Actual 2018/19 £	Estimate 2019/20 £	Estimate 2019/20 £	Estimate 2020/21 £
Self-build register	0	0	500	1,000

ENTERPRISE TEAM

	Charge From 1/4/19 £	Proposed Charge From 1/4/20 £
<u>Court Street Creative Arches</u>		

Annual Rent Excluding V.A.T. - which should be added at the prevailing rate.

All Units Single or Double Arch by negotiation by negotiation

Althorpe Enterprise Hub

Office Tariff: Monthly Licence Fee (excluding V.A.T. - which should be added at the prevailing rate)

Includes Service Charge

Unit Number	No of Desks			
1	3	475	490	3.00%
2	3	497	512	3.00%
3	4	607	626	3.00%
4	3	541	557	3.00%
5	2	396	408	3.00%
6	2	362	372	3.00%
7	2	362	373	3.00%
8	2	362	373	3.00%
9	2	396	408	3.00%
10	3	541	557	3.00%
11	4	607	626	3.00%
12	3	453	466	3.00%
13	12	1,949	2,007	3.00%
14	3	534	550	3.00%
15	3	520	535	3.00%
16	3	534	550	3.00%
17	12	1,986	2,045	3.00%

Fees include service charge and 1 parking space - except Unit 12 which does not have parking allocated

Conference Room Hire Charges (excluding V.A.T. - which should be added at the prevailing rate)

Althorpe Enterprise Hub Tenants:

Per Hour		16.25	16.75	3.08%
Half Day	Morning 9.00 am to 12.30 pm	48.75	50.25	3.08%
	Afternoon 1.00 pm to 4.30 pm	48.75	50.25	3.08%
Full Day	9.00 am to 5.00 pm	97.50	100.50	3.08%

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DEVELOPMENT
ENTERPRISE TEAM

		Charge From 1/4/19 £	Proposed Charge From 1/4/20 £	
<u>Althorpe Enterprise Hub Other Organisations:</u>				
Half Day	Morning 9.00 am to 12.30 pm	65.00	67.00	3.08%
	Afternoon 1.00 pm to 4.30 pm	65.00	67.00	3.08%
Full Day	9.00 am to 5.00 pm	130.00	134.00	3.08%

NOTE: Times above are for guidance only and can be negotiated

Work Station Tariff (excluding V.A.T.- which should be added at the prevailing rate)

Daily Licence	22	NA
Weekly Licence	80	NA
Monthly Licence	290	NA

Subscription Packages (including V.A.T.)

Option 1 (16 hours per month)	31.00	NA
Option 2 (32 hours per month with added facilities)	74.00	NA
Option 3 (Unlimited hours with added facilities)	250.00	NA

	Actual 2018/19 £	Estimate 2019/20 £	Latest Estimate 2019/20 £	Estimate 2020/21 £
INCOME (Net of V.A.T.)				
Enterprise Team	250,800	247,800	247,800	255,300

DEVELOPMENT26 H.T.

Includes service charge		Charge	Proposed	
Unit Number	No.of Desks	From 1/4/19	Charge	
		£	From 1/4/20	
			£	
1	8	871.17	897.31	3.00%
2	8	944.40	972.73	3.00%
3	3	394.94	406.79	3.00%
4	10	1,032.23	1,063.20	3.00%
5	5	514.15	529.57	3.00%
6	4	498.33	513.28	3.00%
7	4	498.33	513.28	3.00%

COWork - Arch 4 (new project)

	Charge	Proposed	
Pricing tariff - (including V.A.T.)	From 1/4/19	Charge	
	£	From 1/4/20	
		£	
Monthly subscription (cost per month)	270.00	270.00	0.00%
Dedicated desk package			
P.A.Y.G			
Per day	15.00	15.00	0.00%
Per half day	9.00	9.00	0.00%
Per hour	3.50	3.50	0.00%

DEVELOPMENT
MARKETS

MARKETS

(Free of V.A.T. unless otherwise stated)

	Proposed Charge From 2/1/19	Proposed Charge From 2/1/20	
	£	£	
Farmers' Market charge per stall per market to stallholders:			
- Warwick (4-5 per year)	33.00	33.00	0.00%
- Leamington	33.00	33.00	0.00%
Market Contractor charge per stall per market to stallholders:			
- Leamington and Warwick	33.00	33.00	0.00%
- Kenilworth	29.25	29.25	0.00%

% of stall income due to Warwick District Council:

Number of Stalls:	%	%
Up to 29	20%	20%
Up to 39	25%	25%
Up to 49	30%	30%
Up to 59	35%	35%
60-79	40%	40%
Over 80	50%	50%

<u>INCOME (Net of V.A.T.)</u>	Actual 2018/19	Estimate 2019/20	Latest Estimate 2019/20	Estimate 2020/21
	£	£	£	£
Total Markets	30,800	31,000	31,000	31,000

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<u>MISCELLANEOUS CHARGES</u>	Charge From 2/1/19 £	Proposed Charge From 2/1/20 £	
Ticketed Commercial Events (Exempt from VAT)			By negotiation By negotiation
Set-up and break-down days- percentage of day rates above (Exempt from VAT)	35%	35%	0.00%
Additional cleansing recharged at cost			
- per 6 cubic yard skip	56.00	56.00	0.00%
	+ VAT	+ VAT	
- per additional litter pick	20.50	20.50	0.00%
	+ VAT	+ VAT	
Deposits: (VAT not applicable)			
Charitable/Community events <250 people	100.00	100.00	0.00%
Other Charitable/Community events	250.00	250.00	0.00%
Commercial with 15 or under trading units	250.00	250.00	0.00%
Commercial with over 15 trading units	500.00	500.00	0.00%
Fairs with 5 or fewer rides	500.00	500.00	0.00%
Fairs with over 5 rides	1,000.00	1,000.00	0.00%
Deposits should be paid in advance and repaid after the event less cleaning/reinstatement costs (if appropriate)			
<u>CIRCUSES AND FAIRS - up to seven days</u>	1,850.00	1,850.00	0.00%
(Exempt from V.A.T.)			
Each additional day or part thereof (subject to negotiation and agreement by Heads of Finance and Cultural Services).	310.00	310.00	0.00%
<u>PUMP ROOM GARDENS CORNER SITE (per day):</u>	175.00	175.00	0.00%
(Exempt from V.A.T.)	minimum	minimum	
(Subject to negotiation and agreement by Heads of Finance & Cultural Services)			
Hire of North and South Lodges, Jephson Gardens (Per 3 Hours) (V.A.T. not applicable)			by negotiation by negotiation
	Actual	Estimate	latest
INCOME (Net of V.A.T.)	2018/19	2019/20	Estimate
	£	£	2019/20
	£	£	Estimate
Circuses and Fairs	5,140	4,600	4,600
	-----	-----	-----
Total Miscellaneous Charges	5,140	4,600	4,600
	=====	=====	=====

AW

BOWLS - CHAMPIONSHIP PARKING

Victoria Park:

Car Parking:

	Charge From 2/1/19 £	Proposed Charge From 2/1/20 £	
- National Championship Bowls Events - per day	5.00	5.00	0.00%
- 5 Day Parking Pass	20.00	20.00	0.00%

	Actual 2018/19 £	Estimate 2019/20 £	latest Estimate 2019/20 £	Estimate 2020/21 £
INCOME (Net of V.A.T.)				
Car Parking - Victoria Park -Bowls	16,300	16,800	16,300	16,300

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DEVELOPMENT

LOCAL LAND CHARGES

	Actual 2018/19 £	Estimate 2019/20 £	Latest Estimate 2019/20 £	Estimate 2020/21 £
Local Land Charges (ringfenced account)				
<u>Local Land Charges</u>	117,416	145,000	111,000	115,000
TOTAL LOCAL LAND CHARGES	<u>117,416</u>	<u>145,000</u>	<u>111,000</u>	<u>115,000</u>

	Charge From 2/1/19 £	Proposed Charge From 2/1/20 £	
<u>Search Fee (non-electronic)</u>			
Full Search Fee (LLC1 & CON29R) LLC1	0.00	N/a	
CON29R Official Search (includes VAT)	96.00	96.00	0.00%
<u>Part II - Optional Enquiries</u>			
CON290 (PARTII)	12.00	12.00	0.00%
CON290 (PARTII) Enquiry 22 (refer direct to County Council)	0.00	0.00	0.00%
<u>Other Work</u>			
Additional (Non-standard) Questions	24.00	24.00	0.00%
Additional land parcel (all search types)	12.00	12.00	0.00%

All of the above fees are outside the scope of V.A.T. unless otherwise stated.

	Actual 2018/19 £	Estimate 2019/20 £	latest Estimate 2019/20 £	Estimate 2020/21 £
INCOME (Net of V.A.T.)				
Local Land Charges (ringfenced account)	117,416	145,000	111,000	115,000

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DEVELOPMENTLEGAL SERVICES

	Charge From 2/1/19 £	Proposed Charge From 2/1/20 £	
<u>CHARGES FOR LOCAL AUTHORITY LEGAL WORK</u>			
<u>Disposals, Licences, Easements, etc.</u>			
Disposals (excluding those on the open market)	At cost	At cost	
Leases	At cost	At cost	
Licences	At cost	At cost	
Licence to plant in Highway - Initial Fee	At cost	At cost	
Rights of Way / Easements	At cost	At cost	
Licenses to Assign (Commercial / Residential)	At cost	At cost	
(refer to County Council if possible)			
<u>Mortgages</u>			
Supply of Epitome and Abstract of Title: Photocopy charge	see below	see below	
Redemption of Mortgages	No charge	No charge	
Council entering into Conveyance releasing part of mortgaged property	At cost	At cost	
Postponement of Council's Discount provisions	85.00	88.00	3.53%
Release of one party to mortgage	240.00	250.00	4.17%
Applic for retrospective consents to Property Alterations	62.00	65.00	4.84%
<u>Miscellaneous Agreements concerning the Development of Land</u>			
Sect 106 Agreements - Town & Country Plan Act 1990			available via \ available via website
<u>Photocopying (Inclusive of V.A.T.)</u>			
A4 Single sided	0.10	0.11	10.00%
A4 Single sided - colour	0.80	0.88	10.00%
A4 Double sided	0.20	0.22	10.00%
A4 Double sided - colour	1.45	1.50	3.45%
A3 Single sided	0.20	0.22	10.00%
A3 Single sided - colour	1.65	1.80	9.09%
A3 Double sided	0.40	0.44	10.00%
A3 Double sided - colour	2.80	3.00	7.14%
A0 Plans	16.00	17.50	9.38%
A0 Plans - colour	58.25	60.00	3.00%

HEALTH & COMMUNITY PROTECTION

LICENSING

	Actual 2018/19 £	Estimate 2019/20 £	latest Estimate 2019/20 £	Estimate 2020/21 £
Licensing and Registration (ringfenced account)				
<u>Licensing and Registration</u>	201,863	205,100	204,800	207,000
Total Licensing and Registration	201,863	205,100	204,800	207,000

HEALTH & COMMUNITY PROTECTION

LICENSING

<u>LICENSING and REGISTRATION:</u>	current Charge from 1/1/19 £	Total Charge From 2/1/20 £	
(V.A.T. not applicable)			
Hackney Carriage / Private Hire Licence +Horse Drawn Vehicles:			
Vehicle Licence (PH) - Application Fee	47.24	49.00	3.73%
Vehicle Licence (PH)	79.88	82.50	3.28%
Vehicle Licence (PH) Renewal- Application Fee	46.46	49.00	5.47%
Vehicle Licence Renewal (PH)	76.20	78.50	3.02%
2nd Vehicle Licence Renewal (PH) -	46.46	49.00	5.47%
2nd Vehicle Licence Renewal (PH) - licence	39.00	40.50	3.85%
Vehicle Licence (HC) - Application Fee	48.00	50.00	4.17%
Vehicle Licence (HC)	80.00	82.50	3.13%
Vehicle Licence (HC) Renewal- Application Fee	47.00	50.00	6.38%
Vehicle Licence Renewal (HC)	77.00	80.00	3.90%
2nd Vehicle Licence Renewal (HC) - app	47.00	50.00	6.38%
2nd Vehicle Licence Renewal (HC) - licence	38.50	40.00	3.90%
Vehicle Licence (PH) with Dispensation- Application Fee	49.48	51.00	3.07%
Vehicle Licence (PH) with Dispensation- Licence Fee	79.90	83.00	3.88%
2nd annual (PH) renewal with dispensation - app	47.07	51.00	8.35%
2nd annual (PH) renewal with dispensation - lic	39.95	42.00	5.13%
Renewing Vehicle Licence with Dispensation (PH)- app	47.07	51.00	8.35%
Renewing Vehicle Licence with Dispensation (PH)- licence	76.20	80.50	5.64%
2nd Vehicle Licence Renewal with Dispensation (HC) - New charge	78.10	83.50	6.91%
Vehicle Licence - Transfer of Vehicle	38.00	40.75	7.24%
Medical Administration fee (included with new/renewal application)	17.00	18.00	5.88%
Annual Medical (without Application)	19.00	20.00	5.26%
HC/PH driver licence - grant 3years (new) -application	102.00	106.00	3.92%
HC/PH driver licence - grant 3years (new) - licence	244.41	252.00	3.11%
HC/PH driver licence - renewal 3years (new) -application	90.30	92.00	1.88%
HC/PH driver licence - renewal 3years (new) - licence	245.00	252.00	2.86%
Replacement Driver's Badge	30.00	32.00	6.67%
Replacement Driver's or Vehicle's Paper Licence	18.00	20.00	11.11%
Replacement Drivers Dashboard ID	35.00	37.00	5.71%
Replacement Vehicle Plate	22.00	25.00	13.64%
New Driver's Knowledge Test	70.00	72.00	2.86%
Private Hire Operator's Licence (5year) - New Application	101.00	105.00	3.96%
Private Hire Operator's (5year) -Licence	765.00	780.00	1.96%
Private Hire Operator's Licence (5year) -renew Application	46.00	55.00	19.57%
Private Hire Operator's (5year) - Rene	765.00	780.00	1.96%

HEALTH & COMMUNITY PROTECTION
LICENSING

	current Charge	Total Charge From 2/1/20	
	£		£
<u>LICENSING and REGISTRATION:</u>			
(V.A.T. not applicable)			
DBS Check	68.00	75.00	10.29%
Local Government (Misc. Provisions) Act 1982			
Sex Establishments Licence - new Application	2,300.00	2,450.00	6.52%
Sex Establishments Licence - new Licence	4,500.00	4,650.00	3.33%
Sex Establishments Licence -renewal Application	2,150.00	2,300.00	6.98%
Sex Establishments Licence -renewal Licence	4,500.00	4,650.00	3.33%
Transfer	2,100.00	2,250.00	7.14%
Variation	2,100.00	2,250.00	7.14%
Street Trading Consent Licence:			
Static Pitch - new application	68.00	75.00	10.29%
Static Pitch - licence	200.00	210.00	5.00%
Touring Pitch - new application	64.00	70.00	9.38%
Touring Pitch - licence	190.00	200.00	5.26%
Day Trading	56.00	60.00	7.14%
Group Trading			
Category 1 (up to 20)	84.00	100.00	19.05%
Category 2 (21 to 49)	100.00	125.00	25.00%
Category 3 (50 to 75)	114.00	150.00	31.58%
Category 4 (76 to 99)	128.00	175.00	36.72%
Category 5 (over 100 traders)	137.00	200.00	45.99%
Transfer of Consent	39.00	40.00	2.56%
Variation to Consent	57.00	60.00	5.26%
Replacement Badge	18.00	25.00	38.89%
Replacement Paper Consent	17.00	20.00	17.65%
Additional Employee	38.00	40.00	5.26%
Small Lotteries - renewal	20.00	20.00	0.00%
Small Lotteries -new	40.00	40.00	0.00%
Scrap Metal			
Site Licence (3 year)	767.00	795.00	3.65%
Additional Site licence	643.00	665.00	3.42%
Renewal of Site licence	642.00	666.00	3.74%
Variation of Site licence	71.00	75.00	5.63%
Collectors licence (renewal) -	594.00	615.00	3.54%
Collectors Licence (3 year)	619.00	640.00	3.39%
Variation Collectors Licence	71.00	75.00	5.63%
Replace or copy licences	18.00	20.00	11.11%
Change of licence details (trading name, address etc.)	15.00	30.00	100.00%
Change of site manager	63.00	70.00	11.11%
Change of site	151.00	155.00	2.65%
Replacement ID Badge	19.00	30.00	57.89%

HEALTH & COMMUNITY PROTECTION

INCOME (Net of V.A.T.)	Actual 2018/19 £	Estimate 2019/20 £	latest Estimate 2019/20 £	Estimate 2020/21 £
Sex Establishments	14,262	6,600	6,600	7,000
Consent for Street Trading	8,465	6,500	6,500	7,000
Small Lotteries	1,940	2,000	2,000	2,000
Hackney Carriages / Private Hire	176,167	189,000	189,000	190,000
Scrap Metal	1,029	1,000	700	1,000
Total Licences	201,863	205,100	204,800	207,000

HEALTH & COMMUNITY PROTECTION

	Actual 2018/19 £	Estimate 2019/20 £	latest Estimate 2019/20 £	Estimate 2020/21 £
Licensing	201,863	205,100	204,800	207,000
Environmental Health:				
<u>Pest Control</u>	1,427	3,200	2,100	2,100
<u>Food Safety</u>	0	100	100	2,700
<u>Pollution Control</u>	1,457	1,500	1,500	1,500
<u>Licensing</u>	17,174	11,700	13,500	18,400
Total Environmental Health	20,058	16,500	17,200	24,700
TOTAL HEALTH & COMM PROT	221,921	221,600	222,000	231,700

HEALTH & COMMUNITY PROTECTION

ENVIRONMENTAL HEALTH

PEST CONTROL

(Inclusive of V.A.T.)

RODENT CONTROL:

(Control of Rat & Mice Infestation)

Non Domestic Premises (without contract):

	Charge From 2/1/19 £	Proposed Charge From 2/1/20 £	
- One man and van per hour	87.00	90.00	3.45%
- Two men and van per hour	115.00	119.00	3.48%

Domestic Premises:

Rat Infestation

Charge From 2/1/19 £	Proposed Charge From 2/1/20 £	
Free	78.00	New

Mice Infestation:

- Standard Charge	76.00	78.00	2.63%
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- Persons in receipt of Inc Support or Job seekers Allowance	Free	Free	
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Persons in receipt of a State pension/Pension Credits	38.00	39.00	2.63%
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Persons Registered Disabled	38.00	39.00	2.63%
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TREATMENT FOR OTHER PESTS:

- Standard Charge			
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- Bedbugs	81.00	84.00	3.70%
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- Fleas and Cockroaches	81.00	84.00	3.70%
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- Persons in receipt of Inc Support or Job seekers Allowance	Free	Free	
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Persons in receipt of a State pension/Pension Credits	41.00	42.00	2.44%
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Persons Registered Disabled	41.00	42.00	2.44%
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STRAY DOGS:

- Administration charge for processing stray dogs	26.00	27.00	3.85%
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- Dog fouling fixed penalty - this is a fixed Statutory charge	50.00	50.00	0.00%
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	Actual 2018/19 £	Estimate 2019/20 £	latest Estimate 2019/20 £	Estimate 2020/21 £
INCOME (Net of V.A.T.)				
Pest Control	1,427	3,200	2,100	2,100
Stray Dogs processing- administration	325	800	500	500
Dog Fouling Fixed Penalty	0	300	100	100
Total Pest Control	1,752	4,300	2,700	2,700

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HEALTH & COMMUNITY PROTECTIONENVIRONMENTAL HEALTH

<u>FOOD SAFETY:</u>	Charge From 2/1/19 £	Proposed Charge From 2/1/20 £	
Food Inspection: - Non-Statutory Inspections	126.00	180.00	42.86%

INCOME (Net of V.A.T.)	Actual 2018/19 £	Estimate 2019/20 £	latest Estimate 2019/20 £	Estimate 2020/21 £
Total Food Safety Charges	0	100	100	2,700

<u>POLLUTION CONTROL:</u>	Charge From 2/1/19 £	Proposed Charge From 2/1/20 £	
Contaminated Land Search	101.00	104.00	2.97%

INCOME (Net of V.A.T.)	Actual 2018/19 £	Estimate 2019/20 £	latest Estimate 2019/20 £	Estimate 2020/21 £
Total Pollution Control Charges	1,457	1,500	1,500	1,500

HEALTH & COMMUNITY PROTECTION**ENVIRONMENTAL HEALTH**

	Charge From 2/1/19 £	Proposed Charge From 2/1/20 £	
<u>LICENSING</u>			
(V.A.T. not applicable)			
Dangerous Wild Animals Act	428.40	441.00	2.94%
New Zoo Licence (5yr)	1,400.00	1,442.00	3.00%
Renewal Zoo Licence (6 years)	1,600.00	1,648.00	3.00%
<u>Animal Health Licence -from 1/10/18</u>	from 1/10/18		
Animal Health Application Fee	100.00	see below	
plus licence fee x no of years(+ vets fees if applicable)	100.00	see below	
Home Boarding Licence	100.00	see below	
Commercial Boarding Licence (1-25 cats/dogs)	150.00	see below	
Commercial Boarding Licence (26 or more cats/dogs)	200.00	see below	
Pet Shop Licence	200.00	see below	
Exhibition Licence	120.00	see below	
<u>Riding/breeding Licences - from 1/10/18</u>	from 1/10/18	see below	
Animal Health Application Fee + vets fees	125.00	see below	
Horse Riding Establishments Licence (1-15 horses)	150.00	see below	
Horse Riding Establishments Licence (16 or more horses)	170.00	see below	
Dog Breeding Licence (1 to 10 bitches)	110.00	see below	
Dog Breeding Licence (11 or more bitches)	150.00	see below	
<u>Animal Welfare Licence</u>	2019	Proposed 2020	
<u>Home/Day Boarder</u>			
Application fee	100	150	50.00%
Licence Fee 1 yr	100	100	0.00%
Licence Fee 2 yr	200	140	-30.00%
Licence Fee 3 yr	300	180	-40.00%
Additional Host (franchise) added to Application fee		60	
<u>Commercial Boarding (A) (1-25 dogs)</u>			
Application fee	100	200	100.00%
Licence Fee 1 yr	150	130	-13.33%
Licence Fee 2 yr	300	170	-43.33%
Licence Fee 3 yr	450	210	-53.33%
<u>Commercial Boarding (B) (more than 25 dogs)</u>			
Application fee	100	250	150.00%
Licence Fee 1 yr	200	130	-35.00%
Licence Fee 2 yr	400	170	-57.50%
Licence Fee 3 yr	600	210	-65.00%
<u>Pet Shop Licence</u>			
Application fee	100	300	200.00%

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Licence Fee 1 yr	200	130	-35.00%
Licence Fee 2 yr	400	170	-57.50%
Licence Fee 3 yr	600	210	-65.00%

Exhibition & Performance Licence

Application fee	100	200	100.00%
Licence Fee 3 yr	120	100	-16.67%

Hiring of Horses A (1-16)

Application fee	125	200	60.00%
Licence Fee 1 yr	150	130	-13.33%
Licence Fee 2 yr	300	230	-23.33%
Licence Fee 3 yr	450	330	-26.67%

Hiring of Horses B (17 or more)

Application fee	125	250	100.00%
Licence Fee 1 yr	170	130	-23.53%
Licence Fee 2 yr	340	230	-32.35%
Licence Fee 3 yr	510	330	-35.29%

Dog Breeding Licence A (1 to 10 bitches)

Application fee	125	200	60.00%
Licence Fee 1 yr	110	130	18.18%
Licence Fee 2 yr	220	170	-22.73%
Licence Fee 3 yr	330	210	-36.36%

Dog Breeding Licence B (11 or more bitches)

Application fee	125	250	100.00%
Licence Fee 1 yr	150	130	-13.33%
Licence Fee 2 yr	300	170	-43.33%
Licence Fee 3 yr	450	210	-53.33%

Variations (charge depends on nature of variation and if a visit is required)from
Requests for re-inspections

40
180

Any vets charges accrued are charged back to the applicant

Local Government (Misc. Provisions) Act 1982

Premises Registration Ear Piercing, Tattooing (Application)	140.00	150.00	7.14%
Premises Registration Ear Piercing, Tattooing (Licence Fee)	110.00	120.00	9.09%
Personal Registration Electrolysis, Acupuncture (Application)	100.00	110.00	10.00%
Personal Registration Electrolysis, Acupuncture (Licence Fee)	110.00	120.00	9.09%
Temporary Tattoo Events - Cost per Day			
Temp Event Premises registration (per business) -Applic	60.00	70.00	16.67%
Temp Event Premises reg (per business at event) -Licence	110.00	120.00	9.09%
Variations to above licences (From) - new charge	30.00	35.00	16.67%

INCOME (Net of V.A.T.)	Actual 2018/19 £	Estimate 2019/20 £	latest Estimate 2019/20 £	Estimate 2020/21 £
Total Licensing - Skin Piercing/Tattooing	5,564	2,800	4,500	3,500
Riding Establishments	2,130	2,600	2,600	4,000
Zoos	0	0	0	0
Animal Boarding Establishments	6,608	5,100	5,100	9,000
Animal Breeding	1,952	400	500	1,000
Pet Shops	600	400	400	500
Exhibit/Performing Animals	320	400	400	400
Total Licensing	17,174	11,700	13,500	18,400

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HOUSING

	Actual 2018/19 £	Estimate 2019/20 £	latest Estimate 2019/20 £	Estimate 2020/21 £
Private Sector Housing Renewal				
<u>Improvement Grants Admin</u>	84,800	84,800	84,800	84,800
TOTAL HOUSING and PROPERTY	<u>84,800</u>	<u>84,800</u>	<u>84,800</u>	<u>84,800</u>

	Proposed Charge From 2/1/19 £	Proposed Charge From 2/1/20 £
Charges for The Administration of Improvement Grants	at cost	at cost
Home Improvement Agency fee	12.5% of cost	12.5% of cost of works (w.e.f 1/4/17)
Immigration Inspection Fee	£133.80 + VAT	137.8 + VAT
Statutory Notice Administrative Fee	at cost	at cost

	Actual 2018/19 £	Estimate 2019/20 £	latest Estimate 2019/20 £	Estimate 2020/21 £
INCOME (Net of V.A.T.)				
Improvement Grant Admin. Charges	84,800	84,800	84,800	84,800

HOUSING

Housing in Multiple Occupation Licensing

		Charge From 2/1/19 £	Charge From 2/1/20 £	
<u>New Applications:</u>	<u>Number of Occupants</u>			
Full Fee	5 only	832.00	857.00	3.00%
	6 to 12	963.00	992.00	3.01%
	13 to 20	1,103.00	1,136.00	2.99%
	21+	1,275.00	1,313.00	2.98%
Multiple Discounted Fee *	5 only	801.00	825.00	3.00%
	6 to 12	924.00	952.00	3.03%
	13 to 20	1,067.00	1,099.00	3.00%
	21+	1,233.00	1,270.00	3.00%
<u>Licence Renewal Fees:</u>				
Full Fee	5 only	616.00	634.00	2.92%
	6 to 12	707.00	728.00	2.97%
	13 to 20	814.00	838.00	2.95%
	21+	936.00	964.00	2.99%
Multiple Discounted Fee *	5 only	577.00	594.00	2.95%
	6 to 12	671.00	691.00	2.98%
	13 to 20	777.00	800.00	2.96%
	21+	900.00	927.00	3.00%
* Payable for any application beyond initial application				
Late Licence Application Fee (after initial reminder letter)		107.00	110.00	2.80%
Appointment of Manager Fee:	Manager Fee	55.60	57.20	2.88%
	Discounted Fee**	29.60	30.50	3.04%
** Payable where manager has been 'fit and proper person' checked in the last 5 years				
Administrative Charges:				
	Repeat requests for documents	53.90	55.50	2.97%
	Finder's Fee for unlicensed HMO (penalty) (If the landlord/owner has failed to notify wdc of the licensable HMO)	159.00	163.00	2.52%
Photocopying Charges:	Additional copying	5.40	5.50	1.85%
	(Per Document)			
<u>Mobile Homes Act 2013 Fees</u>				
<u>Mobile Home Site New Application/Variation Fee</u>				
	sites with up to 10 units	274.00	282.00	2.92%
	sites with 11 to 50 units	306.00	315.00	2.94%
	sites with 51 to 100 units	339.00	349.00	2.95%
	sites with more than 100 units	at cost		
<u>Mobile Home Site Annual Inspection Fee</u>				
	sites with up to 10 units	219.00	225.00	2.74%
	sites with 11 to 50 units	252.00	259.00	2.78%
	sites with 51 to 100 units	283.50	292.00	3.00%
	sites with more than 100 units			
Mobile Home Site Re-inspection Fee		81.00	83.00	2.47%
Mobile Home Site Administrative Fee		32.50	33.50	3.08%

NEIGHBOURHOOD

	Actual 2018/19 £	Estimate 2019/20 £	latest Estimate 2019/20 £	Estimate 2020/21 £
Car Parking				
<u>Car Parking</u>	3,219,200	3,220,100	3,220,000	3,418,500
Total Car Parking	<u>3,219,200</u>	<u>3,220,100</u>	<u>3,220,000</u>	<u>3,418,500</u>
Waste Collection:				
<u>Refuse Collection</u>	166,341	146,000	146,000	150,800
Total Waste Collection	<u>166,341</u>	<u>146,000</u>	<u>146,000</u>	<u>150,800</u>
Bereavement Services:				
<u>Cemeteries</u>	331,415	445,300	388,100	412,900
<u>Crematorium</u>	1,359,613	1,385,200	1,410,800	1,521,700
Total Bereavement Services	<u>1,691,028</u>	<u>1,830,500</u>	<u>1,798,900</u>	<u>1,934,600</u>
TOTAL NEIGHBOURHOOD	<u>5,076,569</u>	<u>5,196,600</u>	<u>5,164,900</u>	<u>5,503,900</u>

BEREAVEMENT SERVICES

<u>CEMETERIES</u>	Charge From 2/1/19 £	Proposed Charge From 2/1/20 £	
(Free of V.A.T. unless otherwise stated)			
<u>SALE OF BURIAL RIGHTS * (For a period of 50 years)</u>			
Each Grave - Area without kerbstones	see below		
Each Grave - Area with kerbstones	see below		
Standard grave with/without kerbstone for coffin/casket 6'9" x 25"	1,200.00	1,320.00	10.00%
Large Grave	1,550.00	1,700.00	9.68%
Selection Fee (Grave space chosen out of rotation)	360.00	370.00	2.78%
Selection Fee (Grave space chosen out of rotation) for child	135.00	150.00	11.11%
Child's grave	530.00	550.00	3.77%
Half size grave for Cremated Remains	530.00	550.00	3.77%
Exclusive Burial Rights - Garden of Remembrance	225.00	250.00	11.11%
Extension of expired rights (standard* grave 5 year extension)	120.00	124.00	3.33%
* extension of expired rights for non-standard size graves will be calculated pro-rata per square foot.			
Graves purchased for future use will be charged out of rotation fee in addition to the fee for the exclusive right of burial			
<u>INTERMENT *</u>			
Person aged 17 years and above :			
Adult interment (irrespective of depth)	830.00	900.00	8.43%
Cremated Remains	160.00	190.00	18.75%
Cremated Remains - St. Nicholas Church Yard	160.00	190.00	18.75%
Interment in Existing Vault	220.00	230.00	4.55%
Children :			
Still-born to not exceeding 1 month (Parents are resident in WDC area) no charge			
Still-born to not exceeding 1 month (Parents NOT resident in WDC area:	110.00	115.00	4.55%
Child aged between 1 month & 16 years (parents resident in WDC area: no charge			
Child aged between 1 month & 16 yrs (parents not resident in WDC area:	110.00	115.00	4.55%
Woodland Burial (Oakley Wood)	1,300.00	1,300.00	0.00%
Surcharge of 50% for non-residents			
<u>MEMORIAL FEES :</u>			
Headstone and other memorials up to 3' 6" - incl 1st inscript	210.00	220.00	4.76%
Vase and other memorials under 1' 0" - incl 1st inscript	210.00	220.00	4.76%
Additional Inscription	80.00	100.00	25.00%
Kerbstones			
Kerbset memorials (including the first inscription)	410.00	420.00	2.44%
<u>OTHER CHARGES:</u>			
Manual search of Burial Registers (per30mins or part thereof			
	40.00	45.00	12.50%
- Includes email confirmation of details.			
	55.00	65.00	18.18%
- Includes confirmation of details sent by post			

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BEREAVEMENT SERVICES

<u>CEMETERIES</u>	Charge From 2/1/19	Proposed Charge From 2/1/20	
Use of Kenilworth Cemetery Chapel	110.00	115.00	4.55%
Late arrival(charged after 10mins + for every subsequent 15mins)	140.00	150.00	7.14%
Transfer exclusive right of burial	70.00	80.00	14.29%
Preparing documents for relinquish of grant (new fee)	70.00	80.00	14.29%
Marking out grave (new fee)	45.00	50.00	11.11%
Temporary grave marker (request delegated authority to Head of Service in conjunction with portfolio holder)			
Late deliv of burial paperwork (after 10am,3 working days prior to buria	50.00	55.00	10.00%
Late cancellation of burial (after 10am, 3 working days prior to burial)	180.00	200.00	11.11%
Very Late cancellation of burial-if excavation has already been carried c full cost of interment			
Late notification of coffin size or incorrect coffin size supplied (after 10am, 3 working days prior to burial)	180.00	200.00	11.11%
Personal Delivery of cremated remains to Cemetery		100.00	
* Surcharge of 200% for non-residents on sale of burial rights and interments			

INCOME (Net of V.A.T.)	Actual 2018/19 £	Estimate 2019/20 £	latest Estimate 2019/20 £	Estimate 2020/21 £
Burial Rights	132,545	234,700	176,500	187,900
Interments	156,675	170,900	160,000	170,000
Memorials	42,195	39,700	44,200	46,900
Cemeteries - other	6,718	6,300	7,400	8,100
<i>Interments Addit Surcharge (Reserve Item)</i>	7,179	N/A	N/A	N/A
<i>Burial Rights Add Surcharge (Reserve Item,</i>	6,135	N/A	N/A	N/A
Total Cemeteries	331,415	445,300	388,100	412,900

BEREAVEMENT SERVICES

<u>CREMATORIUM</u>	Charge From 2/1/19 £	Proposed Charge From 2/1/20 £	
(Free of V.A.T. unless otherwise stated)			
<u>CREMATION FEE: (Including use of music system and/or Organ)</u>			
Foetal remains and still-born to 1 month (parent resident in WDC)	No charge	No charge	
Foetal remains and still-born to 1 month (parent NOT resident in WDC)	130.00	135.00	3.85%
Child - aged between 1 month and 16 years (parent resident in WDC)	No charge	No charge	
Child - aged between 1 month and 16 years (parent not resident in WD)	130.00	135.00	3.85%
Person aged 17 years and above	720.00	800.00	11.11%
Person aged 17 years and above - non-resident	720.00	800.00	11.11%
Body Parts	130.00	135.00	3.85%
Additional Service Time - per half hour	125.00	150.00	20.00%
Late arrival	140.00	180.00	28.57%
Communal cremation of foetal remains (PER COFFIN)	130.00	135.00	3.85%
Cremation where there is no service	535.00	555.00	3.74%
Premium on top of cremation fee for Saturday service	180.00	190.00	5.56%
Child - aged between 1 month and 16 years (parent resident in WDC)	No charge	No charge	
Child-aged between 1 month and 16 years (parent NOT resident in WDC)	130.00	135.00	3.85%

CASKETS AND CONTAINERS

Full size caskets (excluding name plate)

Miniature keepsake urns (From)

Request delegated authority to Head of Service in conjunction with Portfolio Holder**OTHER SERVICES**

Disposal of remains from other Crematoria	78.00	85.00	8.97%
Certified copy of an entry in the Cremation register	11.00	12.00	9.09%
Temporary retention of Cremated Remains (per month) - chargeable from the third month following Cremation service	26.00	27.00	3.85%
Despatch of Cremated Remains by courier	190.00	200.00	5.26%
Duplicate certificate for cremated remains	11.00	12.00	9.09%
Late arrival of paperwork (after 10am, 2 working days prior to cremation)	50.00	55.00	10.00%
Late cancellation of service (after 10am, 2 working days prior to cremation)	180.00	200.00	11.11%

BOOK OF REMEMBRANCE (inclusive of VAT)

2 Line Inscription	100.00	110.00	10.00%
5 Line Inscription	140.00	150.00	7.14%
8 Line Inscription	180.00	200.00	11.11%
Crests, etc.	80.00	85.00	6.25%

REMEMBRANCE CARDS (inclusive of VAT)

With 2 Line Inscription	50.00	55.00	10.00%
With 5 Line Inscription	70.00	75.00	7.14%
With 8 Line Inscription	90.00	100.00	11.11%
Crests, etc.	80.00	85.00	6.25%

BEREAVEMENT SERVICES**CREMATORIUM**

(Free of V.A.T. unless otherwise stated)

	Charge From 2/1/19 £	Proposed Charge From 2/1/20 £	
<u>MEMORIAL GARDEN (inclusive of VAT):</u>			
Sanctum 2000 Unit			
- Supply and 10 year lease including inscription of up to 80 letters	835.00	900.00	7.78%
- Additional 10 year lease	265.00	300.00	13.21%
- New plaque (up to 80 letters)	265.00	325.00	22.64%
- Inscribed designs A	150.00	180.00	20.00%
- Inscribed designs B	200.00	225.00	12.50%
- each additional letter	2.80	3.50	25.00%
- refurbish existing plaque	145.00	200.00	37.93%
- 2nd interment -80 letters inscrip	265.00	280.00	5.66%
Refurbished columbaria with new plaque and 10 year lease	630.00	660.00	4.76%
Vase Block and Inscribed relief tablet -Supply and 10 year lease	460.00	500.00	8.70%
- Additional 10 year lease	140.00	150.00	7.14%
New plaque (relief)	145.00	155.00	6.90%
new plaque (gilded)	150.00	160.00	6.67%
- refurbish existing plaque	Cost + 20%		
Refurbished vase with new plaque and 10 year lease	285.00	310.00	8.77%
Wooden Memorial Benches	1,250.00	1,300.00	4.00%
Granite Memorial Benches (with one plaque)	1,150.00	1,250.00	8.70%
Granite Memorial Bench (with two plaques)	1,250.00	1,350.00	8.00%
Granite Memorial Bench (with three plaques)	1,350.00	1,450.00	7.41%
Plaque on communal memorial bench	300.00	350.00	16.67%
Refurbish memorial bench	Cost + 20%	Cost + 20%	
Memorial tree	Cost + 20%	Cost + 20%	
Habitat memorial (eg bird or bat box)	120.00	150.00	25.00%
Sustainable plaque scheme	300.00	330.00	10.00%
Any other type of commemoration			
Request delegated authority to Head of Service in conjunction with Portfolio Holder			

BEREAVEMENT SERVICES

	Actual	Estimate	latest Estimate	Estimate
INCOME (Net of V.A.T.)	2018/19	2019/20	2019/20	2020/21
	£	£	£	£
Cremation	1,329,041	1,346,200	1,374,100	1,482,800
Book of Remembrance & Rememb Cards	18,855	28,500	24,600	26,100
Memorial Garden	11,717	10,500	12,100	12,800
Total Crematorium	<u>1,359,613</u>	<u>1,385,200</u>	<u>1,410,800</u>	<u>1,521,700</u>
Bereavement Services:				
<u>Cemeteries</u>	331,415	445,300	388,100	412,900
<u>Crematorium</u>	1,359,613	1,385,200	1,410,800	1,521,700
Total Bereavement Services	<u>1,691,028</u>	<u>1,830,500</u>	<u>1,798,900</u>	<u>1,934,600</u>

NEIGHBOURHOOD
PARKING SERVICES

	Charge	Proposed	
	From 1/4/19	Charge	
	£	From 2/1/20	
		£	
<u>LEAMINGTON</u>			
Linear charges - - 6 minutes for £0.10 still active from minimum vend			
Bedford St, Chandos St,Covent Garden Surface			
7 Day a week charges			
30 minutes	0.50	0.50	0.00%
1 Hour	1.00	1.00	0.00%
2 hours (new minimum charge)	2.00	2.00	0.00%
3 hours	3.00	3.00	0.00%
4 hour Maximum	4.00	4.00	0.00%
Overnight Charge	1.00	1.50	50.00%
Adelaide Bridge has no overnight charge and free on Sundays			
Rosefield St except free on Sundays			
30 minutes	0.50	0.50	0.00%
1 Hour	1.00	1.00	0.00%
2 hours	2.00	2.00	0.00%
3 hours	3.00	3.00	0.00%
4 hours	4.00	4.00	0.00%
4.5 to all day	4.50	5.00	11.11%
Overnight Charge	1.00	1.50	50.00%
Linear charges -old town - 12minutes for £0.10			
(Bath Place, Court St, Packington Place car parks, free on Sundays)			
30 minutes	0.30	0.30	0.00%
1 Hour	0.50	0.50	0.00%
2 hours	1.00	1.00	0.00%
3 hours	1.50	1.50	0.00%
4 hours	2.00	2.00	0.00%
24 hours	4.50	4.50	0.00%
Overnight Charge	1.00	1.50	50.00%
Sundays	Free	Free	
Multi-storey: Royal Priors			
up to 3 hours	2.00	2.00	0.00%
3 to 4 hours	3.50	3.50	0.00%
4 to 6 hours	5.50	5.50	0.00%
15-24 hours	8.00	8.00	0.00%
Sundays	1.20	1.20	0.00%

PARKING SERVICES

	Charge From 1/4/19 £	Proposed Charge From 2/1/20 £	
Linear charges - Pay on foot			
Pay on Foot: Covent Garden multi-storey car park - 7 days a week charging			
30 minutes	0.50	0.50	0.00%
1 Hour	1.00	1.00	0.00%
2 hours	2.00	2.00	0.00%
All day charge	3.00	3.00	0.00%
Overnight Charge	1.00	1.50	50.00%
Linear charges - Pay on foot - 30 minutes for £0.50			
Pay on Foot: St. Peter's multi-storey car park - 7 days a week charging			
30 minutes	0.50	0.50	0.00%
1 hour	1.00	1.00	0.00%
2 hours	2.00	2.00	0.00%
3 hours	3.00	3.00	0.00%
4 hours	4.50	4.50	0.00%
4.5 to 24 hours	4.50	5.00	11.11%
Overnight Charge 6pm until 8am	1.00	1.50	50.00%
Station Approach (Lower Road)			
30 minutes	0.30	0.30	0.00%
1 Hour	0.50	0.50	0.00%
2 hours	1.00	1.00	0.00%
3 hours	1.50	1.50	0.00%
4 hours	2.00	2.00	0.00%
4.5 to all day	4.50	4.50	0.00%
Overnight Charge	1.00	1.50	50.00%

PARKING SERVICES

	Charge From 1/4/19 £	Proposed Charge From 2/1/20 £	
<u>KENILWORTH</u>			
Linear charges - Kenilworth - was 12minutes for £0.10 now 10minutes for 10p			
Abbey End & Square West car parks - Free on Sundays			
30 minutes	0.30	0.40	33.33%
1 Hour	0.60	0.80	33.33%
2 hours	1.20	1.50	25.00%
3 hours	1.80	2.00	11.11%
4 hours	2.40	2.50	4.17%
All day	4.00	4.50	12.50%
Overnight Charge 6pm to 8am	1.00	1.50	50.00%
Sundays	Free	Free	
ABBEY FIELDS (Linear Charge was 12 minutes for 10p now 10minutes for 10p) Free on Sundays			
Up to 2 hours	Free		
3 hours	1.80	2.00	11.11%
4 hours	2.40	2.50	4.17%
All day	4.00	4.50	12.50%
Overnight Charge 6pm to 8am	1.00	1.50	50.00%
Sundays	Free	Free	
<u>WARWICK</u>			
St. Nicholas Park: (Charges apply 8am - 6pm)			
Linear charges: 6 minutes for £0.10			
30 minutes	0.50	0.50	0.00%
1 hour	1.00	1.00	0.00%
2 hours	2.00	2.00	0.00%
3 hours	3.00	3.00	0.00%
4.5 hours	4.00	4.00	0.00%
4.5 to 24 hours	4.50	5.00	11.11%
Castle Lane, The Butts, Priory Road and West Rock			
Linear Charges: 6 minutes for £0.10			
30 minutes	0.50	0.50	0.00%
1 hour	1.00	1.00	0.00%
2 hours	2.00	2.00	0.00%
3 hours	3.00	3.00	0.00%
4 hours	4.00	4.00	0.00%
4.5 to 24 hours	4.50	5.00	11.11%
Linen Street, West Rock, West Gate, New Street, The Butts, Priory Road, Castle Lane car parks:			
Overnight charges (6pm - 8 am)	1.00	1.50	50.00%

PARKING SERVICES

	Charge From 1/4/19 £	Proposed Charge From 2/1/20 £		
SHORT STAY: Linen Street				
Linear charges: 6 minutes for £0.10				
30 minutes	0.50	0.50	0.00%	
1 hour	1.00	1.00	0.00%	
2 hours	2.00	2.00	0.00%	
3 hours	3.00	3.00	0.00%	
4 hours	4.00	4.00	0.00%	
4.50 to 24 hours	4.50	5.00	11.11%	
Overnight charges (6pm - 8 am)	1.00	1.50	50.00%	
LIMITED STAY (up to 3 hours): New Street / Westgate				
Linear charges - - 6 minutes for £0.10				
30 minutes	0.50	0.50	0.00%	
1 hour	1.00	1.00	0.00%	
2 hours	2.00	2.00	0.00%	
3 hours	3.00	3.00	0.00%	
4 hours	4.00	4.00	0.00%	
Overnight charges (6pm - 8 am)	1.00	1.50	50.00%	
St. Mary's Lands Area 2				
30 minutes	0.50	0.50	0.00%	
24 hours	1.00	1.00	0.00%	
Overnight Charge	1.00	1.50	50.00%	
ST. MARY'S LANDS - Area 3				
2 hours	Free	Free	0.00%	
3 hours	2.00	2.00	0.00%	
3 to 4 hours	3.00	3.00	0.00%	
ST. MARY'S LANDS - Area 4				
30 minutes	0.50	0.50	0.00%	
1 hours	1.00	1.00	0.00%	
2 hours	2.00	2.00	0.00%	
3 hours	3.00	3.00	0.00%	
4 hours	4.00	4.00	0.00%	
All day -	4.50	4.50	0.00%	
Overnight Charge	1.00	1.50	50.00%	
MYTON FIELDS PICNIC AREA				
up to 4 hours	3.00	3.00	0.00%	
All day	4.50	4.50	0.00%	
Overnight charges (6pm - 8 am)	1.00	NA	0.00%	
Barrack Street				
1 hours	0.70	0.70	0.00%	
2 hours	1.20	1.20	0.00%	
3 hours	2.00	2.00	0.00%	
4 hours	2.80	2.80	0.00%	
All day -	4.00	4.00	0.00%	
<u>COACHES</u>	- Designated Car Parks only	5.00	5.00	0.00%

	Charge From 2/1/19 £	Proposed Charge From 2/1/20 £	
<u>PENALTY CHARGE NOTICES</u> (Exempt from V.A.T.)			
(Set by Central Government)			
Higher Rate (50% disc if paid in 14 days)	70.00	70.00	0.00%
Lower Rate (50% disc if paid in 14 days)	50.00	50.00	0.00%
<u>SEASON TICKETS</u> (One vehicle registration per ticket)			
Charges exclude V.A.T. which should be added at the prevailing rate			
<u>Leamington Spa, Warwick & Kenilworth</u>			
Long Stay ONLY (Excluding Pay on Foot Car Parks)			
- Per Annum	656.25	675.83	2.98%
- Per Month	67.50	69.50	2.96%
<u>Leamington Spa Restricted Locations</u>			
St. Peter's Pay on Foot (200 spaces only)			
- Per Annum	506.25	521.67	3.05%
- Per Month	60.00	62.00	3.33%
<u>Leamington Spa Restricted Locations</u>			
Covent Garden Pay on Foot (200 spaces only)			
- Per Annum	275.00	283.25	3.00%
- Per Month	40.00	41.25	3.13%
Royal Priors Multi Storey (50 spaces only)			
-Per Month	106.67	106.67	0.00%
Adelaide Road (20 passes only)			
- Per Annum	412.50	425.00	3.03%
- Per Month	60.00	62.00	3.33%
Rosefield Street (20 spaces only)			
- Per Annum	412.50	425.00	3.03%
- Per Month	60.00	62.00	3.33%
<u>Leamington Spa Old Town (Packington Place, Court St & Bath Place)</u>			
- Per Annum	425.00	425.00	0.00%
- Per Month	60.00	60.00	0.00%
Leamington Spa -Riverside House)			
- Per Annum	91.67	91.67	0.00%
- Per Month	13.33	13.33	0.00%
<u>Warwick Restricted Location Car Parks</u>			
St. Nicholas Park, Warwick (100 spaces only)			
- Per Annum	412.50	425.00	3.03%
- Per Month	60.00	62.00	3.33%
West Rock (40 spaces only)			
- Per Annum	412.50	425.00	3.03%
- Per Month	60.00	62.00	3.33%
St Mary's Lands Area 2 (150 spaces)			
- Per Annum	91.67	91.67	0.00%
- Per Month	13.33	13.33	0.00%
St Mary's Lands Area 4 (60 spaces)			
- Per Annum	412.50	425.00	3.03%
- Per Month	60.00	62.00	3.33%

**NEIGHBOURHOOD
PARKING SERVICES**

	Charge From 2/1/19 £	Proposed Charge From 2/1/20 £	
<u>SEASON TICKETS</u>			
Linen Street Multi Storey (100 spaces)			
- Per Annum	506.25	521.50	3.01%
- Per Month	60.00	62.00	3.33%
Priory Road, Warwick (10 spaces only)			
- Per Annum	412.50	425.00	3.03%
- Per Month	60.00	62.00	3.33%
<u>Kenilworth Restricted Location Car Parks</u>			
Square West (75 spaces only)			
- Per Annum	366.67	378.00	3.09%
- Per Month	53.33	55.00	3.13%
Abbey End (50 spaces only)			
- Per Annum	366.67	378.00	3.09%
- Per Month	53.33	55.00	3.13%
Abbey Fields (50 spaces only)			
- Per Annum	366.67	378.00	3.09%
- Per Month	53.33	55.00	3.13%
-resident 12 month permit	25.00	25.75	3.00%
<u>Overnight Parking Permits</u> -Park specific (Available for car parks -excludes Royal Priors/Myton Fields/The Brays)			
- Overnight Parking: 6 pm to 9am only	41.66	41.66	0.00%
Administration charge for Season Ticket Amend / Refunds	6.00	6.00	0.00%
Release of vehicles from Multi-Storey car parks	50.00	50.00	0.00%
Special Event Charge	6.00	6.00	0.00%
Skips and Scaffolds on car parks:			
per day	50.00	50.00	0.00%
per week	200.00	200.00	0.00%

Disabled Drivers

Vehicles displaying a valid 'Blue' Disabled Persons badge may park free of charge on any of the Council's Pay and Display car parks. Car Park Regulations and Orders apply. Those parking in pay on foot car parks will need to have their ticket endorsed by the inspector.

All of the above charges are inclusive of V.A.T. unless otherwise stated

NEIGHBOURHOOD
PARKING SERVICES

Income Summary: (Net of V.A.T.)	Actual 2018/19 £	Estimate 2019/20 £	latest Estimate 2019/20 £	Estimate 2020/21 £
Car Parking Charges	2,770,600	2,789,700	2,776,000	2,963,000
Season Tickets	274,300	275,400	250,000	257,500
Excess Charges	138,000	107,000	146,000	150,000
Other Income	36,300	48,000	48,000	48,000
Total Income	<u>3,219,200</u>	<u>3,220,100</u>	<u>3,220,000</u>	<u>3,418,500</u>
Contribution to parking reserve			100,000	

NEIGHBOURHOODWASTE COLLECTION

<u>REFUSE COLLECTION:</u>	Charge From 2/1/19 £	Proposed Charge From 2/1/20 £	
(V.A.T. not applicable)			
Standard wheeled bin (grey and green)	25.00	25.00	0.00%
Recycling box and lid	5.00	5.00	0.00%
Recycling box lid only	1.50	1.50	0.00%
Recycling bag	2.50	2.50	0.00%
Food caddy	0.00	0.00	0.00%
Delivery charge	5.00	5.00	0.00%
Bulk Bin 660litre	250.00	250.00	0.00%
Bulk Bin 900litre	275.00	275.00	0.00%
Bulk Bin 1100litre	275.00	275.00	0.00%

Replacement waste container charge - waiver

Any resident who informs the council that they are unable to pay for receptacles, and who are eligible for the Council Tax Reduction Scheme, may have the charges waived (w.e.f. October 2017)

Bulky Refuse Tickets:

Collection of 1 item	35.00	35.00	0.00%
Collection of 2 items	35.00	35.00	0.00%
Collection of 3 items	35.00	35.00	0.00%
Collection of 4 items	45.00	45.00	0.00%
Collection of 5 items	45.00	45.00	0.00%
- Senior Citizens / Persons in receipt of Income Support or addition to state pension and Registered Disabled Persons			
Collection of 1 item	17.00	17.00	0.00%
Collection of 2 items	20.00	20.00	0.00%
Collection of 3 items	23.00	23.00	0.00%
Collection of 4 items	26.00	26.00	0.00%
Collection of 5 items	31.00	31.00	0.00%

Income Summary: (Net of V.A.T.)	Actual 2018/19 £	Estimate 2019/20 £	latest Estimate 2019/20 £	Estimate 2020/21 £
Additional Bins/Bags etc	63,040	88,000	88,000	90,800
Bulky Refuse Tickets	103,301	58,000	58,000	60,000
Total Refuse Collection	166,341	146,000	146,000	150,800

**NEIGHBOURHOOD
WASTE COLLECTION**

Fixed Penalty Notices	Legislation	Fixed Penalty	Maximum	Discount
Depositing Litter -	S87/88 Env Protection Act (EPA) 1990	£80	£2,500	£50
Graffiti & fly-posting -	S3-47 Anti-Soc Behaviour Act 2003	£80	£2,500	£50
Failure to Furnish documentation - (Waste Carriers Licence)	s5B(2) Control of Pollution(Amend) Act 1989	£300	£5,000	none
Failure to Produce authority (Waste Transfer Notes)	S34A(2) EPA 1990	£300	£5,000	none
Failure to comply with Waste Receptacle Notice	S46 & S47 EPA 1990	£100	£1,000	£60
Community Protection Notices	S52 ASB Crime& Policing Act 2014	£100	£2,500 unlimited in case of a 14 days to pay body	£75 if paid in 10 days
Fly-Tipping -	Unauthorised deposit of Waste(Fixed Penalties) Regulations 2016	£400	unlimited	£300

AM.

HOUSING REVENUE ACCOUNT

	Charge	Proposed Charge	
	From 2/1/19	From 2020	
	£	£	
<u>WARWICK RESPONSE</u>			
WDC tenants living in designated or sheltered schemes VAT exempt			
Disabled tenants VAT zero rated			
All other customers should have VAT added to their charges at the prevailing rate.			
Weekly charges			
Monitoring Service only	1.85	1.85	0.00%
Monitoring Service and Equipment Rental	3.70	3.65	-1.35%
Discretionary services (New Tenants only):			
Supply and Install Lifeline	Cost + £50	Cost + £50	
Supply and Install Keysafe	Cost + £35	Cost + £35	
Moving Lifeline (i.e. to a different room)	35.00	35.00	
Service call out (faults) *	35.00	35.00	
per hour			
Replacement batteries *	Cost + £35	Cost + £35	
Replace lost cables *	Cost + £35	Cost + £35	
Replace pendant *			
program / post	Cost + £22	Cost + £22	
program / deliver	Cost + £35	Cost + £35	
Replace Lifeline	Cost + £35	Cost + £35	
* Charge will be made once the product's warranty expires			
<u>Lifeline Services Equipment and Products:</u>			
<u>Lifeline Vi and My Amie pendant</u>			
posted	125.00	NA	
installed	150.00	NA	
<u>My Ami</u>			
posted	60.00	60.00	0.00%
installed	75.00	85.00	13.33%
<u>Neck Cord</u>			
posted	3.00	5.00	66.67%
<u>Thin wrist strap</u>			
posted	3.00	5.00	66.67%
<u>Thick wrist strap</u>			
posted	3.00	5.00	66.67%
<u>Easy press adapter</u>			
installed	30.00	30.00	0.00%
posted	15.00	10.00	-33.33%
<u>Belt clip</u>			
posted	3.00	5.00	66.67%
<u>Key ring</u>			
posted	3.00	5.00	66.67%
<u>Minuet watch</u>			
posted	95.00	95.00	0.00%
installed	125.00	110.00	-12.00%

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HOUSING REVENUE ACCOUNT

	Charge From 2/1/19 £	Charge From 2/1/20 £	
<u>Lifeline Services Equipment and Products:</u>			
<u>Ivi Intelligent Pendant Fall detector</u>			
posted	95.00	NA	
installed	130.00	NA	
<u>Cair pendant</u>			
posted	50.00	NA	
installed	70.00	70.00	0.00%
<u>Cair brooch adapter</u>			
posted	3.00	5.00	66.67%
<u>Cair clip adapter</u>			
posted	3.00	5.00	66.67%
<u>Cair wrist strap</u>			
posted	12.00	12.00	0.00%
<u>Cair neck chain</u>			
posted	12.00	12.00	0.00%
Footprint configured and posted			Price per week (rental option only)
	4.95	4.95	
<u>Bogus caller/panic button</u>			
posted	55.00	55.00	0.00%
installed	80.00	80.00	0.00%
<u>Supra Keysafe</u>			
install only	95.00	95.00	0.00%
<u>Keyguard XL keysafe</u>			
install only (WDC tenant)	50.00	45.00	-10.00%
install only (private client)	70.00	65.00	-7.14%
<u>Pivotell medication dispenser</u>			
posted	210.00	210.00	0.00%
installed	235.00	235.00	0.00%
<u>Smoke detector</u>			
installed with Lifeline only	50.00	50.00	0.00%
<u>Guest room</u>			
Guest/Relatives of residents - per night	10.00	10.00	0.00%
Homelessness - per night	15.00	15.00	0.00%

APPENDIX A59

Actual 2018/19 £	Estimate 2019/20 £	Estimate 2019/20 £	Estimate 2020/21 £
<u>433,996</u>	<u>433,700</u>	<u>433,700</u>	<u>453,700</u>

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