

|                                       |  |                          |  |
|---------------------------------------|--|--------------------------|--|
| <b>Subject:</b>                       | 2022/23 Council Budget and Medium Term Financial Strategy                            | <b>Status:</b>           | For Publication  |
| <b>Report to:</b>                     | Overview & Scrutiny  | <b>Date:</b>             | 1 February 2022  |
| <b>Report of:</b>                     | Head of Finance  | <b>Portfolio Holder:</b> | Resources  |
| <b>Key Decision:</b>                  | <input checked="" type="checkbox"/> Forward Plan <input checked="" type="checkbox"/> | <b>General Exception</b> | <input type="checkbox"/> <b>Special Urgency</b> <input type="checkbox"/> |
| <b>Equality Impact Assessment:</b>    | Required:  | No                       | Attached: No   |
| <b>Biodiversity Impact Assessment</b> | Required:  | No                       | Attached: No   |
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## 1. RECOMMENDATIONS

- 1.1. That the Overview & Scrutiny Committee considers the proposed revenue budget for 2022/23 of £8.991m, as detailed in this report.
- 1.2. That the Overview & Scrutiny Committee considers the proposed council tax rate for Band D for 2022/23 of £290.80.
- 1.3. That the Overview & Scrutiny Committee considers the proposed use of £56k from the Transitional reserve to support the 2022/23 revenue budget.
- 1.4. That the Overview & Scrutiny Committee considers the proposed the fees and charges attached as Appendix 1.

## 2. PURPOSE OF REPORT

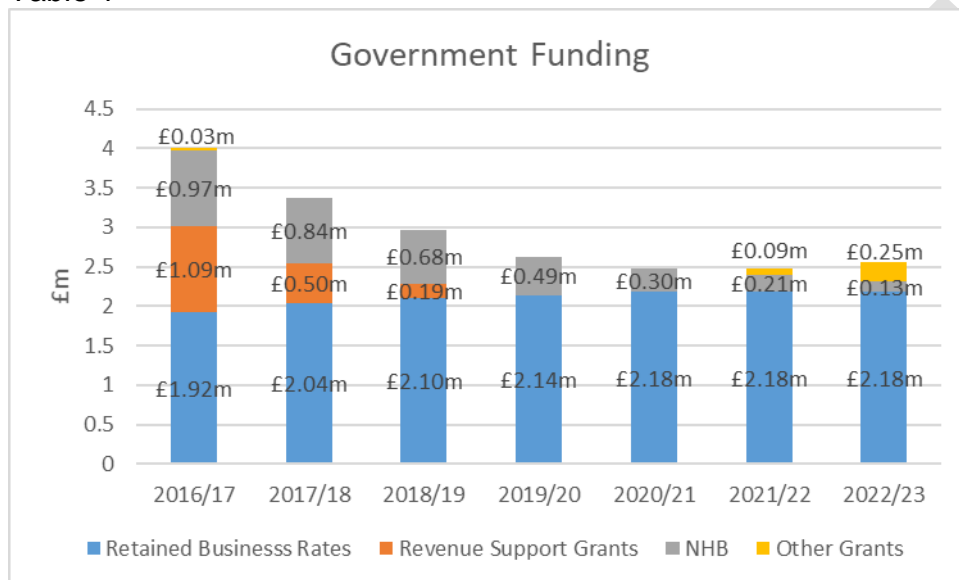
- 2.1 The purpose of the report is to enable the Overview & Scrutiny Committee to consider the council's proposed revenue budget and level of Council Tax for 2022/23, together with implications for the council's Medium Term Financial Strategy. This is an opportunity for Overview & Scrutiny to identify and comment on any of the Cabinet's budget proposals.

## 3. BACKGROUND

- 3.1 The budget process is a key element of the council's strategic planning process. It is part of the service and financial planning approach adopted by the council, is a means of ensuring that resources are best placed to enable the council to deliver its corporate priorities expressed in the Corporate Plan.
- 3.2 Previous budget reports have set out the level of uncertainty associated with any forward projections with Government funding. This uncertainty remains given the one-year funding settlement from the Government for 2022/23. The Government has announced that during 2022 there will be a comprehensive review of the distribution of local government funding, however it is unclear whether this will include a business rates reset. There will be transitional protections to accompany any funding reforms. The outcome of the review has the potential to significantly impact on the council's future funding.

3.3 For a number of years the council has continued to reduce its net revenue expenditure in line with its own efficiency agenda and the impact of the Government's changes to local government financing over both recent years and the changes proposed for the future. This has resulted in all borough councils now being heavily reliant on the income they generate from their own locality, be it from residents, visitors, property, and/or businesses. The graph below demonstrates how Government funding for Rossendale has reduced over the period 2016/17 to 2022/23, with Revenue Support Grant ceasing from 2019/20.

Table 1



3.4 During 2020/21 the Government announced a wide range of funding programmes in response to the Covid pandemic, these have continued throughout 2021/22. This has included financial support for the council which has partly helped in compensating for lost income. This has had an impact on the 2021/22 revenue budget, it is unknown at this time whether Covid financial support will continue into 2022/23.

### 3.5 2022/23 Provisional Finance Settlement

The provisional one year only Settlement Funding Assessment for 2022/23 was announced on 16<sup>th</sup> December 2021. The key messages arising from the settlement are:

- Up to 2% maximum annual increase for Council Tax without triggering a local referendum.
- Confirmation that the NNDR baseline funding will be the same as 2020/21.
- New Homes Bonus payments will be made in 2022/23 for one year only, however legacy payments will still be made on 2019/20 allocations.
- Extension of the 'Lower Tier Services Grant' in to 2022/23.
- Announcement of a new funding stream for 2022/23 only 'Services Grant'.
- The Lancashire Business Rates Pool is likely to continue in 2021/22.

### 3.6 The Medium Term Financial Strategy

Taking into account the impact of finance settlement, including an annual increase in Council Tax of 1.99% per annum, the 2022/23 net budget estimates, resources and future forecasts are as follows:

Table 2

|   | 2021-22<br>£000 | 2022-23<br>£000 | 2023-24<br>£000 | 2024-25<br>£000 | 2025-26<br>£000 |
|---|-----------------|-----------------|-----------------|-----------------|-----------------|
| Original Budget Estimates                               | 8,903           | 8,889           | 9,121           | 9,385           | 9,635           |
| <b>2022/23 Budget Proposals</b>                         |                 | <b>102</b>      | <b>(27)</b>     | <b>(23)</b>     | <b>(200)</b>    |
| <b>Budget Estimates</b>                                 | <b>8,903</b>    | <b>8,991</b>    | <b>9,148</b>    | <b>9,362</b>    | <b>9,435</b>    |
| Estimated Funding:                                      |                 |                 |                 |                 |                 |
| Council Tax (+1.99%)                                    | 5,811           | 5,985           | 6,104           | 6,225           | 6,349           |
| Council Tax - growth in base                      0.75% | -               |                 | 45              | 91              | 138             |
| Collection Fund Surplus - Council Tax                   |                 |                 |                 |                 |                 |
| NNDR (Business rate: Base Line Funding)                 | 2,180           | 2,180           | 2,180           | 2,180           | 2,180           |
| Lower Tier Services Grant                               | 93              | 98              | -               | -               | -               |
| Services Grant  |                 | 150             | -               | -               | -               |
| New Homes Bonus   | 213             | 132             | -               | -               | -               |
| NNDR Retained / Pooling                                 | 606             | 390             | 200             | 200             | 200             |
| <b>Resources</b>  | <b>8,903</b>    | <b>8,935</b>    | <b>8,529</b>    | <b>8,696</b>    | <b>8,867</b>    |
| <b>Surplus / (further savings required)</b>             | <b>(0)</b>      | <b>(56)</b>     | <b>(619)</b>    | <b>(666)</b>    | <b>(568)</b>    |

3.7 Changes in the base budget costs between 2021/22 and 2022/23 are as follows:

Table 3

| Forecast Changes   | £000         |
|--|--------------|
| <b>2021/22 Base Budget</b>                                     | <b>8,903</b> |
| Employment Costs (Pay Award, Increments & increased Employers) | 244          |
| Inflation (Fuel, Utilities etc)                                | 229          |
| NET Revenues & Benefits Contract savings                       | (58)         |
| Revenue saving from returning hired vehicles and purchasing    | (32)         |
| Various movements from reserves                                | (52)         |
| Reduced Loan Interest  | (10)         |
| Net Interest reduction   | 7            |
| MRP reprofiling due to delays in vehicle replacements          | (183)        |
| Additional impact of last years savings/income plan            | (152)        |
| Various small technical adjustments                            | (7)          |
| <b>2022/23 Original Budget</b>                                 | <b>8,889</b> |

3.8 The budget proposals for 2022/23 onwards are set out below:-

Table 4

| Budget Proposals  | 2022-23    | 2023-24   | 2024-25   | 2025-26      |
|---|------------|-----------|-----------|--------------|
|   | £000       | £000      | £000      | £000         |
| <u>Income/ Efficiencies</u>   |            |           |           |              |
| Fees and charges: annual increase in line with inflation  | (8)        | (8)       | (8)       | (8)          |
| Trade Waste net increased income  | (20)       | (20)      | (20)      | (20)         |
| Increased Garden Waste subscriptions  | (10)       | (10)      | (10)      | (10)         |
| Increased Taxi Licence Fees (Subject to Taxi Licencing Committee Approval)  | (11)       | (11)      | (11)      | (11)         |
| Supplementary Planning service  | (5)        | (10)      | (10)      | (10)         |
| Increased investment property rental income   | (17)       | (17)      | (17)      | (17)         |
| Refuse Bins - replace revenue with capital  | (50)       | (50)      | (50)      | (50)         |
| Post Empty Homes scheme   |            |           |           | (200)        |
| <u>Growth</u>   |            |           |           |              |
| Reverse - Household Bin Cleaning  | 5          | 10        | 10        | 10           |
| Additional revenue requirement arising from the Digital Strategy  | 41         | 41        | 41        | 41           |
| Additional revenue requirement as a result of transferring vehicle fleet from diesel to hydro treated vegetable oil | 60         | 60        | 60        | 60           |
| Extension to Rossendale Works (agreed Cabinet Oct 2021)   | 30         | 23        |           |              |
| Make permanent the Operations Supervisor & Education Officer posts - currently due to end 31/03/2021                | 67         | 67        | 67        | 67           |
| Contribution towards developing the Lancashire County Deal  | 20         |           |           |              |
| <b>Total</b>  | <b>102</b> | <b>75</b> | <b>52</b> | <b>(148)</b> |
| Future Annual budget movement   |            | (27)      | (23)      | (200)        |

### 3.9 Impact on reserves

As shown in Table 1, after the implementation of the Cabinet proposals there is a funding gap of £56k in 2022/23. This is to be funded by the Transitional reserve as set out in the table, below. The table also shows the potential impact on the unringfenced Transitional reserve and the General reserve if no further savings/increased income are found:

Table 5

| Use of Reserves if no further savings implemented | 2021-22      | 2022-23      | 2023-24      | 2024-25      | 2025-26      |
|---|--------------|--------------|--------------|--------------|--------------|
| £000  | £000         | £000         | £000         | £000         | £000         |
| <b>Funding gap</b>                                | <b>0</b>     | <b>(56)</b>  | <b>(619)</b> | <b>(666)</b> | <b>(568)</b> |
| Use of Reserves                                   |              |              |              |              |              |
| Opening Balance                                   |              |              |              |              |              |
| Transitional Reserve usage                        | 1,789        | 0            | (56)         | (619)        | (666)        |
| General Fund Reserve                              | 1,000        | 0            | 0            | 0            | (120)        |
| <b>Reserve Balance</b>                            | <b>2,789</b> | <b>2,733</b> | <b>2,114</b> | <b>1,448</b> | <b>880</b>   |

The table demonstrates an annual deficit from 2022/23 onwards. In the immediate period this can be funded through the use of the Transitional reserve and latterly the General Fund reserve. The total value of the Transitional Reserve was £1.8m at 31<sup>st</sup> March 2021.

3.10 In addition to the Transitional reserve the Council also holds a General Fund reserve of £1.0m this is in reality the Council's Minimum Working Balance, this is a requirement of Sections 32 and 43 of the Local Government Finance Act 1992 which requires local authorities to consider the establishment and maintenance of reserves. These can be held for three main purposes:

- a working balance to help cushion the impact of uneven cash flows and avoid unnecessary temporary borrowing – this forms part of general reserves;

- a contingency to cushion the impact of unexpected events or emergencies – this also forms part of general reserves;
- a means of building up funds, often referred to as earmarked reserves, to meet known or predicted requirements; earmarked reserves are accounted for separately but legally remain part of the General Fund

In support of this requirement, and as part of the development of the budget for 2022/23, an assessment has been carried out to establish the minimum level of the General Fund Working Balance for this Council. Based on this assessment it is recommended that the minimum working balance should remain at £1.0m. At this level it represents circa 3% of the council's gross revenue expenditure.

- 3.11 Table 5 demonstrates that if no further savings/efficiencies/income generation schemes are implemented by the end of 2025/26 the Transitional Reserve will be exhausted and the General Fund Reserve will have £880k remaining. The figures above do not include any impact that may arise from the 2021/22 close down.
- 3.12 In addition to the above reserves the council also holds a Local Business Rate Retention reserve. The Business Rate Collection Fund annual surpluses and deficits are set aside in this earmarked reserve to smooth peaks and troughs in business rate receipts over the life of the forecast. At 31/03/2021 the balance of this reserve was £6.229m. This balance is exceptionally high due to the additional S31 grant receipts during 2020/21, in respect of the extension of the Retail, Hospitality, Leisure and Nursery reliefs which are due to be released equally over the three years, commencing 2021/22, to fund Collection Fund deficits. This is in accordance with amended legislation to fund the 'exceptional balance' incurred as a result of the Covid pandemic on the Collection Fund ('re-phasing the deficit'). In addition £606k of this reserve is currently budgeted to be used during 2021/22. Further information on reserves can be found in Appendix 2.

#### 4. Council Tax for 2022/23

4.1 Cabinet will make its final recommendation for Full Council to approve on 23<sup>rd</sup> February 2022. Other precepting authorities will announce their Council Tax changes as follows:

- Lancashire County Council – 17<sup>th</sup> February 2022
- Lancashire Fire & Rescue – 21<sup>st</sup> February 2022
- Lancashire Police & Crime Commissioner – 1<sup>st</sup> February 2022
- Whitworth Town Council – 27<sup>th</sup> January 2022

4.2 The proposed Band D Council Tax for 2022/23 and the previous change across Rossendale is as follows:

Table 6

| Precepting Body                | % Increase   | 2021/22         | 2022/23         | Increase | % Share | 2021/22         | 2022/23         | Increase |
|--------------------------------|--------------|-----------------|-----------------|----------|---------|-----------------|-----------------|----------|
|                                |              | Band D<br>£     | Band D<br>£     |          |         | Band A<br>£     | Band A<br>£     |          |
| <b>Rossendale BC</b>           | 1.99%        | <b>285.13</b>   | <b>290.80</b>   | 5.67     | 14.3%   | <b>190.09</b>   | <b>193.87</b>   | 3.78     |
| Lancashire County Council *    | 1.99%        | <b>1,305.55</b> | <b>1,334.49</b> | 28.94    | 65.4%   | <b>870.37</b>   | <b>889.66</b>   | 19.29    |
| LCC Adult Social Care *        | 2.00%        | <b>150.64</b>   | <b>179.80</b>   | 29.16    | 8.8%    | <b>100.43</b>   | <b>119.87</b>   | 19.44    |
| Combined Fire Authority *      | 6.92%        | <b>72.27</b>    | <b>77.27</b>    | 5.00     | 3.8%    | <b>48.18</b>    | <b>51.51</b>    | 3.33     |
| Police & Crime Commissioner *  | 4.42%        | <b>226.45</b>   | <b>236.45</b>   | 10.00    | 11.6%   | <b>150.97</b>   | <b>157.63</b>   | 6.67     |
| <b>Total (Excl' Whitworth)</b> | <b>3.86%</b> | <b>2,040.04</b> | <b>2,118.81</b> | 78.77    | 103.9%  | <b>1,360.03</b> | <b>1,412.54</b> | 52.52    |
| Whitworth Parish Council       | 4.11%        | <b>25.81</b>    | <b>26.87</b>    |          |         |                 |                 |          |
| <b>Total Whitworth Parish</b>  | <b>4.91%</b> | <b>2,065.85</b> | <b>2,145.68</b> |          |         |                 |                 |          |

\* At the time of publication the proposed increases are estimates as the actual increases have not yet been published.

### 4.3 Council Tax Base

2021/22 saw a reduction in the Council Tax Base due to the increase in Local Council Tax Support claimants, resulting from the Covid pandemic. Across Rossendale as a whole, the level of Council Tax Support granted has not yet returned to pre Covid pandemic levels and therefore even though there has been growth the Council Tax Base has not yet fully recovered. For 2022/23 the Council Band D Tax base has increased by 200 properties – 0.98% to 20,580 Band D equivalents.

Any variation through actual billing will be reflected in the Collection Fund. Future estimated increases in the Council Tax have been assumed at 0.75% c154 Band D equivalents. The Local Plan target is now 185 pa (albeit there is no Band D equivalent published).

4.4 The draft **budget book** for 2022/23 (based on the above) is included at Appendix 3. The key assumptions are:

1. Budget estimates:

- a. Annual pay award 2.5% 2022/23 for all staff, 2% pa 2023/24 onwards for all staff – (1% for all staff equates to c.£60k, inclusive of on costs).
- b. An annual staff vacancy saving of £200k pa
- c. Pension costs for future service now at 17.6% of gross pay the cost of which is fixed for the three-year period (2020/21, 2021/22 & 2022/23) of the Lancashire Pension Fund's Triennial Review. The Council took advantage of the full three-year prepayment option in April 2020.

2. Council tax to increase by 1.99% (previously 1.99% in February 2021) with growth in the tax base of 0.75% pa included from 2023/24 onwards.

3. The Government's provisional settlement (December 2021) confirmed the NNDR baseline funding and New Homes Bonus payment.

4. NNDR:

- a. The benefits of the 2021/22 pooling arrangement are currently forecast to contribute c£390k to reserves, however the Government has recently announced further NNDR reliefs which are likely to reduce this figure. Pooling gains have reduced significantly during the pandemic due to the additional reliefs Government has granted and the impact they have had on the NNDR Collection Fund, as detailed in 3.10 above.
- b. Whilst the pool is retained for 2022/23 it is difficult to predict how the ongoing pandemic will impact on NNDR receipts or whether the Government will announce further reliefs which will also negatively affect any potential pooling gains. This MTFS assumes pooling gains of £390k in 2022/23.
- c. Beyond 2022/23 the outlook is very uncertain as whilst the Government has announced a review of Local Government funding, whether this includes the current business rates retention scheme and/or a business rates reset is unknown. The MTFS does assume a continued retained pooling gain of £200k pa, less than previous assumptions of £1m. Given the Government's previous consultation on business rates retention, this assumption continues to have some risk as the 2023/24 and future position could be that all or some greater proportion of growth will be taken away from council.

5. New Home Bonus legacy payments ceased being earned in 2018 and end in 2022/23.

#### 4.5 Fees and charges

The annual budget requires that any changes to the council's fees and charges be approved by members. Unless there is commercial justification not to increase fees or an alternative statutory regulation, the proposal is to increase all fees and charges by a minimum of 2% having taken into consideration the consumer price index (CPI) impact on the service. The November 2021 CPI published annual inflation at 5.1%. A full list of fees (including previous year comparisons) are included at Appendix 1.

### 5. Bridging the council's future funding gap

5.1. The council continues to face a funding gap for the future. Therefore the council should continue to give consideration to:

- The future levels of Council Tax
- Maximising the returns from business rates revenue
- The council's ability to support non-statutory activities and partner/community organisations
- The future quality and standard of statutory service provision
- Any future efficiencies within services and ensuring support services are appropriate
- The council's ability to exploit new revenue generating opportunities
- Treasury management initiatives and maximising the strength of the council's balance sheet resources
- Ensuring any contract renewals are to the best advantage of the council

#### 5.2. Section 25 report

As part of the final recommendations to Full Council Section 25 of the Local Government Act (2003) places a requirement on the Chief Financial Officer of each local authority to advise councillors during the budget process on "the robustness of the estimates made for the purposes of the budget calculations and the adequacy of the proposed financial reserves", which includes a financial resilience statement. This provision is designed to ensure that members have information which will support responsible financial management over the longer term. The full section 25 report can be found at Appendix 2.

### 6. RISK

In managing the council's budget the council is seeking to manage the following larger scale risks.

6.1 **Council Tax:** In setting the 2022/23 budget members should continue to plan and give due regard to the continued financial challenges over the medium term. In particular, members should be aware of the future implications for the council's financial resources of any council tax freeze or any increase below the Governments' referendum trigger of the higher of £5.00 or 2%.

6.2 **Reserves:** Members should note that the 2022/23 budget proposals include the use of £56k from the Transitional reserve. The unringfenced reserves are the Transitional and General Fund reserves. An ongoing reliance on reserves to manage the medium term budget is unsustainable and this will require the council to seek future savings and income generation

which members will need to support.

- 6.3 **Resources:** The Council faces significant financial pressures, with table 1 showing the continued real term reduction in Government funding in particular the impact of the reduction in the annual value of New Homes Bonus (reduced to £130k in 2022/23 from a peak of c£1m in 2016/17). The recently announced revised funding review and the continued uncertainty around Business Rate retention/reset will have an impact on the council's future resources the size of which is as yet unknown.
- 6.4 **Funding gap:** The medium term financial forecast indicates the underlying deficit has increased to c£0.6m (subject to the assumptions noted above and before future savings initiatives). Members must continue to give due consideration as to how they are to bridge this annual deficit going forward, in order to produce legally balanced budgets for the future.
- 6.5 **NNDR arrangements for 2022/23:** The Government's planned new national 75% retention scheme will not be implemented in 2022/23, there is uncertainty as to whether this scheme will now be implemented at all. Therefore the arrangements for 2022/23 are the same as 2021/22. The council remains a member of the Lancashire Business Rates Pool which means the council retains 40% of all business rates income and avoids the direct payment of a 50% levy on any end of year surplus. This is beneficial for the council's budget position and the council should continue to lobby for the retention of this model, however as stated in 4.4 the impact of Covid has significantly reduced the current benefits from the pool.
- 6.6 **Fair Funding Review:** The Fair Funding review as originally proposed will not now be introduced. As part of the provisional financial settlement Government announced that over the coming months the Department for Levelling Up, Housing and Communities will be carrying out a review of council funding to ensure funding allocations for councils are based on an up-to-date assessment of their needs and resources, with a view to implementing the revised funding scheme from 2023/24 onwards. It is not yet known what impact the review will have on the Council's funding levels, however this poses a significant risk to the MTFS.
- 6.7 **Pay:** The budget assumes a 2.5% pay award in 2022/23 and 2% each year thereafter. The budget also assumes, as in previous years a saving as a result of natural staff turnover and the vacancy saving this creates, this is set at £200k pa. Whilst this is a challenging target, it is achievable and will be closely monitored.
- 6.8 **Capital:** Members need to be aware of the impact the increased number of capital schemes and expenditure will have on the MTFS in future years. Capital expenditure has to be paid for through the revenue budget spread across the life of the asset, this is called the Minimum Revenue Provision (MRP). The MRP charged to the revenue budget in 2022/23 based on the estimated capital expenditure is c£480k, however based on current schemes this rises to c£870k by 2025/26. This places additional pressure on the MTFS.
- 6.9 **Empty Homes Scheme:** The project continues to have a significant adverse impact on the council's financial position with several legal claims ongoing. The project team continue to closely monitor the scheme, manage the project risks and challenge the claims where possible thereby reducing the scale of the liability, but the scale of this is very limited given the overall scale of both current works and the nature of the property leases. The scheme is due to end in December 2024.
- 6.10 **Covid-19:** Covid continues to place additional challenges on the council's finances and staffing resources, this is now anticipated to last into 2022/23. The scale of these are



unknown and therefore difficult to manage. The council may continue to suffer from reduced income from Council Tax, Business rates and fees and charges. The Government provided the council with £415k in 2021/22 to support continued delivery of services. The scale of future Government Covid funding, if any, is unknown and if any additional costs in 2022/23 are not covered this would have an adverse impact on the budget.

- 6.11 **Rossendale Leisure Trust:** Covid has had a significant impact on the leisure/culture sector, severely impacting the Leisure Trusts' financial position. The Trust had a level of reserves which along with the support from the Council approved in February 2021, the Covid Business Grants and the Leisure recovery fund have served to cushion the full financial impact. Whilst the Leisure Trust is now able to trade the membership and income levels have not yet recovered to pre-pandemic levels. The full scale of the Trusts' losses are still unquantifiable as the impact of the pandemic is ongoing. In addition a new private leisure provision is due to open in Rawtenstall in early 2022, which may adversely impact on the Trusts income. The Trust and the council need to continue to work together to control the losses wherever possible. This is a risk for the council in that it provides the day-to-day cashflow for the Trust, and also in respect of the ongoing delivery of leisure services across the borough. It is critical that the Trust remains financially sustainable and financially independent of the council.
- 6.12 **Corporate Risk register:** The register includes risks around the MTFS, the County Council Budget, Covid-19 and the Leisure Trust. The MTFS is currently a "red" risk, in light of this current MTFS update it is recommended that the current risk rating is retained.

## 7. FINANCE

- 7.1 The key financial matters are dealt with throughout this report. The decision to increase Council Tax is a Member decision. In making their decision Members should give consideration of the deficit facing the council over the medium term. Given the council's future deficit an increase of 1.99% in Council Tax is strongly recommended by the s.151 officer. Any change to Council Tax below the maximum allowed, has an ongoing and cumulative negative impact on future year resources.
- 7.2 The council continues to face a funding gap challenge despite the savings and income generation work already completed this year and in previous years. The council has a statutory duty to produce annually a balanced budget and it is legally bound to find a solution to the future funding gap. There are also some higher risk assumptions in the forecast. Ultimately the use of reserves to balance the funding gap, although legal, is both finite and financially not a sustainable approach to managing the budget in the long-term.
- 7.3 Given the 2022/23 cost base and the financial gap over the longer term that council needs to continue to develop plans to reduce its net cost base in order to avoid reliance on limited reserves and to deal with the future resource deficit. The key messages for the medium term continue to be:
- Council must continue to increase Council Tax in line with the Government's maximum thresholds.
  - Council must give further consideration to either reduce costs or increase revenue.
  - The results of the recently announced revised funding review could materially impact future Government funding.
  - The future of the retained business rates scheme is unknown and poses a threat to the Council's current share of annual business rates income.

## 8. LEGAL

The council must calculate and approve its Council Tax Requirement annually for the forthcoming financial year in accordance with s32 and s43 of the Local Government Finance Act 1992 (LGFA 1992). Section 25 of the Local Government Act (2003) also requires the officer having responsibility for the administration of the council's financial affairs, to report to the council on the robustness of the budget estimates and adequacy of financial reserves when determining its budget requirement under the Local Government Finance Act 1992. This report discharges this responsibility.

## 9. POLICY AND EQUALITIES IMPLICATIONS

The Equality Act (2010) requires the council to have due regard in the exercising of its functions to eliminate discrimination, advance equality of opportunity and foster good relations between people who share a relevant protected characteristic and those who do not share it. Equality impact assessments will be carried out where necessary on any savings proposal. The duty to inform, consult or involve requires that the council must involve communities and those directly affected at the most appropriate and proportionate level in 'routine functions, in addition to one-off decisions.' Consultation took place with:

- Cabinet and Management Team – October and December 2021
- Members - January 2022
- Public (via the council's website) – January 2022
- Overview & Scrutiny - 1 February 2022

## 10. CONCLUSIONS

The financial position for the council, like all local authorities, is challenging. The council is proposing to set a revenue budget for 2022/23 of £8.991m.

There are a number of significant risks outside the council's control which remain a major concern: Covid, the uncertainty of the recently announced revised funding review and the Business Rates scheme from 2023/24 onwards, also the ongoing impact of Brexit. The council must remain focused on identifying and delivering further savings and income in order to ensure annual balanced budgets over the immediate and medium term. It must also ensure that all its budget resource allocations are directed to the core functions of the council and that the use of its resources drives the delivery of the council's Corporate Plan priorities.

| <b>Background Papers</b>          |                                    |
|-----------------------------------|------------------------------------|
| <b>Document</b>                   | <b>Place of Inspection</b>         |
| Previous updates to the MTFS      | Rossendale Borough Council website |
| Government's Financial Settlement | DCLG website                       |

# Rossendale Borough Council

Draft Fees & Charges 2022/23

*Council may from time to time revise fees and charges partway through a financial year*

## Trade Waste

| <b>Trade Waste</b>                |                   |                   |
|-----------------------------------|-------------------|-------------------|
| Cost per annum one pick up a week |                   |                   |
| size of bin                       | 2021/22<br>Charge | 2022/23<br>Charge |
| 140ltr                            | £173.90           | £230.00           |
| 240ltr                            | £294.20           | £375.00           |
| 500ltr                            | £561.00           | £600.00           |
| 660ltr                            | £740.70           | £800.00           |
| 770ltr                            | £886.50           | £900.00           |
| 1100ltr                           | £996.10           | £998.00           |

| <b>Schools/ Charities</b>              |                   |                   |
|--|-------------------|-------------------|
| Cost per annum one pick up a fortnight |                   |                   |
| size of bin                            | 2021/22<br>Charge | 2022/23<br>Charge |
| 55 - 140ltr Bin, Bag or Box            | £75.20            | £110.00           |
| 240ltr                                 | £127.20           | £175.00           |
| 500ltr                                 | £242.10           | £300.00           |
| 660ltr                                 | £319.40           | £400.00           |
| 770ltr                                 | £382.50           | £450.00           |
| 1100ltr                                | £429.00           | £499.00           |

| <b>Trade Recycling</b>                  |                   |                   |
|---|-------------------|-------------------|
| Cost per annum - fortnightly collection |                   |                   |
| size of bin                             | 2021/22<br>Charge | 2022/23<br>Charge |
| 55 - 140ltr Bin, Bag or Box             | £35.30            | £50.00            |
| 240ltr                                  | £60.90            | £60.90            |
| 500ltr                                  | £116.10           | £116.10           |
| 660ltr                                  | £152.60           | £152.60           |
| 770ltr                                  | £182.60           | £182.60           |
| 1100ltr                                 | £204.70           | £204.70           |

| <b>Sacks etc</b>                    |                   |                   |
|-------------------------------------|-------------------|-------------------|
|                                     | 2021/22<br>Charge | 2022/23<br>Charge |
| Grey Sacks (includes VAT) (50 pack) | £123.30           | £200.00           |
| Blue Sacks (50 pack)                | £36.40            | £50.00            |
| Aqua Sacks (50 pack)                | £36.40            | £50.00            |

## Bulky Collections

|   | 2021/22                   | 2022/23                   |
|---|---------------------------|---------------------------|
| <b><u>Bulky Collection Charges</u></b>    |                           |                           |
| 1 item (furniture and electrical items)   | £15.50                    | £17.50                    |
| 2 items (furniture and electrical items)  | £22.50                    | £25.50                    |
| 3 items (furniture and electrical items)  | £29.50                    | £33.50                    |
| 4 items (furniture and electrical items)  | £36.50                    | £41.50                    |
| 5 items (furniture and electrical items)  | £43.50                    | £49.50                    |
| 6 items (furniture and electrical items)  | £50.50                    | £57.50                    |
| 7 items (furniture and electrical items)  | £57.50                    | £65.50                    |
| 8 items (furniture and electrical items)  | £64.50                    | £73.50                    |
| 9 items (furniture and electrical items)  | £71.50                    | £81.50                    |
| 10 items (furniture and electrical items) | £78.50                    | £89.50                    |
| <b>Price per additional item</b>          | £7.00 per item thereafter | £7.00 per item thereafter |
| <b><u>Bins &amp; Sacks</u></b>            |                           |                           |
|   | 2020/21                   | 2022/23                   |
| Green Bins                                | £29.50                    | £33.50                    |
| <b><u>Garden Waste</u></b>                |                           |                           |
|   | 2020/21                   | 2022/23                   |
| Garden Waste (yearly fee)                 | £40.00                    | £40.00                    |

### **No charges for the following Bins**

Blue - Glass, Cans & Plastics

Grey - Paper & Cardboard

### Parks and Playing Fields

|   | 2021/22 | 2022/23 |
|---|---------|---------|
| <b>Letting of Sites (Per Day)</b>                     |         |         |
| Moorlands Park  | 205.40  | 218.00  |
| Stubbylee Park  | 205.40  | 218.00  |
| Victoria Park   | 205.40  | 218.00  |
| Maden Recreation Ground                               | 205.40  | 218.00  |
| New Hall Hey Bacup Cricket Ground - Property Services | 205.40  | 218.00  |
| Fairview  | 205.40  | 218.00  |
| All Other Playing Fields                              | 105.00  | 112.00  |

### Parks and Playing Fields

|                                | 2021/22              | 2022/23  |
|--------------------------------|----------------------|----------|
| <b>Memorials / Dedications</b> |                      |          |
| <b>Trees</b>                   |                      |          |
| Standard option                | 199.90               | 212.00   |
| Own selected species           | Price on Application |          |
| <b>Benches</b>                 |                      |          |
| Standard                       | 834.40               | 885.00   |
| Ornate                         | 1,016.20             | 1,078.00 |

## Cemeteries

|  | 2021/22<br>Charges | 2022/23<br>Charges |
|--|--------------------|--------------------|
| Purchase of right of burial in numbered grave space                          | £1,065.20          | £1,130.00          |
| Purchase of right of burial in numbered grave space (outside of the Borough) | £1,265.50          | £1,342.00          |
| Transfer of Grant  | £62.70             | £67.00             |
| <b>Right to fix a headstone or monument</b>                                  |                    |                    |
| Headstone  | £193.80            | £206.00            |
| Inscriptions   | £52.10             | £56.00             |
| Vase / Plinth and Tablets  | £89.30             | £95.00             |
| <b>Interments</b>  |                    |                    |
| Earth Grave & Grave Dressing (resident of the Borough)                       | £858.90            | £911.00            |
| Earth Grave & Grave Dressing (non resident of the Borough)                   | £1,052.10          | £1,116.00          |
| Vault – Constructions costs + 5% (+ VAT)                                     | £1,052.10          | £1,116.00          |
| Vault – Interments   | £872.80            | £926.00            |
| Vault – Interments (non resident of the Borough)                             | £954.20            | £1,012.00          |
| Interment of Ashes   | £202.10            | £215.00            |
| Interment of ashes (non resident of the borough)                             | £217.10            | £231.00            |
| Scattering of Ashes  | £39.80             | £43.00             |
| Bricking of grave to coffin height (additional fee)                          | £175.40            | £186.00            |
| <b>Ashes Chambers (Rawtenstall, Bacup &amp; Haslingden)</b>                  |                    |                    |
| Purchase of Exclusive Right of Burial in Chamber                             | £663.60            | £704.00            |
| Interment of ashes in chamber  | £232.90            | £247.00            |
| <b>Miscellaneous Charges</b>   |                    |                    |
| Copy of Regulations and Charges  | £6.80              | £8.00              |
| Search Fee   | £35.20             | £38.00             |
| Duplicate Grave Deed   | £59.50             | £64.00             |
| Use of Chapel  | £145.70            | £155.00            |
| <b>Garden of Remembrance / Whitworth</b>                                     |                    |                    |
| Reserving Space  | £30.70             | £33.00             |
| Interment of Ashes   | £46.30             | £50.00             |
| Headstone in above.  | £54.70             | £58.00             |
| Supply of Engraved Plaque (excluding VAT)                                    | £141.40            | £150.00            |
| <b>Supply of Memorial Tree</b>   | £348.70            | £370.00            |
| New Bench including Plaque   | £1,025.90          | £1,088.00          |

## Environmental Health

| Item  | 2021/22 Charge   | 2022/23 Charge   |
|---|--|--|
| <b>Food Safety</b>  |  |  |
| Export Certificate  | <b>£54.70</b>  | £58.00   |
| Re-inspections of business operators for food hygiene rating    | <b>£148.90</b>   | £175.00  |
| Private water supplies - Risk Assessment                        | <b>£41.10</b> per hour or any part there of, plus £10 per invoiced Household | £44 per hour or any part there of, plus £12 per invoiced Household |
| Private water supplies - Sampling                               | <b>£41.10</b> per hour or any part there of, plus £10 per invoiced Household | £44 per hour or any part there of, plus £12 per invoiced Household |
| Private water supplies - Investigation                          | <b>£41.10</b> per hour or any part there of, plus £10 per invoiced Household | £44 per hour or any part there of, plus £12 per invoiced Household |
| Private water supplies - Granting Authorisation                 | <b>£41.10</b> per hour or any part there of, plus £10 per invoiced Household | £44 per hour or any part there of, plus £12 per invoiced Household |
| Private water supplies - Analysing a sample under Regulation 10 | <b>£41.10</b> per hour or any part there of, plus £10 per invoiced Household | £44 per hour or any part there of, plus £12 per invoiced Household |
| Private water supplies - Analysing a check monitoring sample    | <b>£41.10</b> per hour or any part there of, plus £10 per invoiced Household | £44 per hour or any part there of, plus £12 per invoiced Household |
| Private water supplies - Analysing an audit monitoring sample   | <b>£41.10</b> per hour or any part there of, plus £10 per invoiced Household | £44 per hour or any part there of, plus £12 per invoiced Household |
| <b>Health &amp; Safety</b>                                      |  |  |
| Skin Piercing - premises  | <b>£145.20</b>   | <b>£200.00</b>   |
| Skin Piercing - persons   | <b>£145.20</b>   | <b>£200.00</b>   |
| Factual report to solicitors / injured person                   | <b>£207.90</b>   | <b>£250.00</b>   |

## Environmental Health

| Item   | 2020/21 Charge   | 2022-23 Charge   |
|--|--|--|
| <b>Pollution Health &amp; Housing</b>                      |  |  |
| LAPC & LAPPC Fees  | <b>As Prescribed</b>   | <b>As Prescribed</b>   |
| Environmental Information Regulation enquires              | <b>£89.90</b> per hour (minimum 1 hour)  | <b>£90</b> per hour (minimum 1 hour)   |
| List of permitted processes                                | <b>£54.70</b>  | <b>£58.00</b>  |
| Enquires related to public register of permitted processes | <b>£89.90</b> per hour (minimum 1 hour)  | <b>£90</b> per hour (minimum 1 hour)   |
| Contaminated Land Enquires                                 | <b>£89.90</b> (1st hour), <b>£44.60</b> per additional half hour)  | <b>£90</b> (1st hour), <b>£45</b> per additional half hour)  |
| Any Default works  | <b>Hourly rate of officer involved + 16.30% of external works costs</b> (min £15 and max £500 per household) | <b>Hourly rate of officer involved + 16.30% of external works costs</b> (min £15 and max £500 per household) |
| UK House inspections                                       | <b>£110.60</b>   | <b>£118.00</b>   |



|   |   |   |
|---|---|---|
| HMO License   | <b>New Application</b><br><b>Part A £719.70</b><br><b>Part B £279.50</b><br><b>Renewal</b><br><b>Part A £700.70</b><br><b>Part B £279.50</b>                        | <b>New Application</b><br><b>Part A £719.70</b><br><b>Part B £279.50</b><br><b>Renewal</b><br><b>Part A £700.70</b><br><b>Part B £279.50</b>                        |
| Housing Act 2004 Notices not including Variations and Revocations   | <b>Up to Statutory Maximum of £500</b>  | <b>Up to Statutory Maximum of £500</b>  |
| Housing Act 2004 Revocation or Variation of Notice  | Officer Time at £41.10 per hour   | Officer Time at £45 per hour  |
| The Smoke and Carbon Monoxide Alarm (England) Regulations 2016 Penalty Charge (not exceeding £5000) Reg 8 | First offence £2,500 (reduced to £1,250 if paid early).<br>Second offence £5,000 (reduced to £2,500 if paid early).<br>Any other offence £5,000 with no reductions. | First offence £2,500 (reduced to £1,250 if paid early).<br>Second offence £5,000 (reduced to £2,500 if paid early).<br>Any other offence £5,000 with no reductions. |
| <b>Scrap Metal</b>  |   |   |
| Dealers 3 year Licence  | <b>£387.00</b>  | <b>£414.00</b>  |
| Mobile Collections 3 year Licence   | <b>£276.40</b>  | <b>£293.00</b>  |
| Variations  | <b>£55.20</b>   | <b>£59.00</b>   |
| Replacement licences  | <b>£44.30</b>   | <b>£47.00</b>   |

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| Animal Welfare                              |                 |             |                |                 |             |                |   |
|---|-----------------|-------------|----------------|-----------------|-------------|----------------|---|
| Item  | Application Fee | Licence Fee | 2021/22 Charge | Application Fee | Licence Fee | 2022/23 Charge | NOTES   |
| Keeping or Training Animals for exhibition  | £116.00         | £264.00     | £380.00        | £121.00         | £274.00     | £395.00        |   |
| Selling animals as Pets                     | £116.00         | £264.00     | £380.00        | £121.00         | £274.00     | £395.00        |   |
| Doggy Day Care                              | £116.00         | £264.00     | £380.00        | £121.00         | £274.00     | £395.00        |   |
| Hiring out Horses                           | £148.00         | £271.00     | £419.00        | £153.00         | £283.00     | £436.00        | Additional vet fees apply and charged separately prior to issue of licence    |
| Dog Breeding                                | £148.00         | £271.00     | £419.00        | £153.00         | £283.00     | £436.00        | Additional vet fees apply and charged separately prior to issue of licence    |
| Dog Breeding                                | £176.00         | £285.00     | £461.00        | £184.00         | £295.00     | £479.00        | Additional vet fees apply and charged separately prior to issue of licence    |
| Boarding for cats                           | £116.00         | £264.00     | £380.00        | £121.00         | £274.00     | £395.00        |   |
| Boarding dogs in kennels                    | £116.00         | £264.00     | £380.00        | £121.00         | £274.00     | £395.00        |   |
| Home Boarders (Single Dwelling)             | £106.00         | £278.00     | £384.00        | £114.00         | £285.00     | £399.00        |   |
| Arranging boarding/day care where agent not | £240.00         | £278.00     | £518.00        | £250.00         | £289.00     | £539.00        |   |
| Additional fee for every 1 host             | £53.00          | £29.00      | £82.00         | £55.00          | £30.00      | £85.00         |   |
| Arranging boarding/day care where Host has  | £293.00         | £278.00     | £571.00        | £308.00         | £286.00     | £594.00        |   |
| Add additional activity to existing licence | £85.00          |             | £85.00         | £88.00          |             | £88.00         |   |
| Licence issue (copy licence or following    | £13.00          |             | £13.00         | £14.00          |             | £14.00         |   |
| Appeal Fee                                  | £79.00          |             | £79.00         | £82.00          |             | £82.00         | £43 refunded if appeal results in a higher star rating                        |
| Re-score Request                            | £60.00          |             | £60.00         | £62.00          |             | £62.00         |   |
| Missed vet or inspector appointment fee     | £50.00          |             | £50.00         | £52.00          |             | £52.00         | Where appointment arranged but inspection cannot be undertaken for any reason |
| Zoo Licence                                 | £179.00         | £179.00     | £358.00        | £186.00         | £186.00     | £372.00        | Additional vet fees apply and charged separately prior to issue of licence    |
| Dangerous Wild Animals Licence              | £75.00          | £74.00      | £149.00        | £78.00          | £77.00      | £155.00        | Additional vet fees apply and charged separately prior to issue of licence    |

## Taxi Licensing

|   | 2021-22<br>Charges | 2022-23<br>Charges |
|---|--------------------|--------------------|
| Hackney Carriage Driver Licence (Renewal) 3 years     | 185.00             | 223.00             |
| Hackney Carriage Driver New Licence (Renewal) 3 years | 185.00             | 223.00             |
| Hackney Carriage Vehicle Licences                     | 140.00             | 178.00             |
| Electric Hackney Carriage Vehicle Licences            | 0.00               | 0.00               |
| Hackney Carriage Vehicle Licence (Renewal)            | 140.00             | 178.00             |
| Private Hire Vehicle Licence                          | 140.00             | 178.00             |
| Electric Private Hire Vehicle Licence                 | 0.00               | 0.00               |
| Private Hire Vehicle Licence (Renewal)                | 140.00             | 178.00             |
| Private Hire Driver Licence 3 years                   | 185.00             | 223.00             |
| Private Hire New Driver License 3 years               | 185.00             | 223.00             |
| Private Hire Operators License 5 years                | 300.00             | 413.00             |
| Private Hire Operators License 3 years                | 0.00               | 294.00             |
| Private Hire Operators License 1 year                 | 0.00               | 175.00             |
| Driver/ Vehicle/ Operator License only                | No charge          | No charge          |
| Copy documents  | No charge          | No charge          |
| Re-booking Fee  | 35.00              | 35.00              |
| Basic Skills Assessment / Policy Knowledge Test       | 70.00              | 70.00              |
| Change of Vehicle                                     | 0.00               | 42.00              |
| Replacement Door Stickers (each)                      | 0.00               | 7.50               |
| Replacement ID Plate                                  | 0.00               | 13.00              |
| Replacement ID Badge                                  | 0.00               | 5.00               |
| Lanyard   | 0.00               | 1.50               |

## Gambling Act Licences

| <b>Activity</b>   | <b>2021-22<br/>Charge</b> | <b>2022-23<br/>Charge</b> |
|---|---------------------------|---------------------------|
| Bingo Hall – New Licence                                | 1,885.00                  | 1,885.00                  |
| Bingo Hall – Non Fast Track                             | 1,540.00                  | 1,540.00                  |
| Bingo Hall – Fast Track                                 | 274.00                    | 274.00                    |
| Bingo Hall – Annual Fee                                 | 1,000.00                  | 1,000.00                  |
| Bingo Hall – Variations                                 | 631.00                    | 631.00                    |
| Bingo Hall – Reinstatement of Licence                   | 1,110.00                  | 1,110.00                  |
| Bingo Hall – Provisional statement                      | 1,133.00                  | 1,133.00                  |
| Bingo Hall – Transfer                                   | 567.00                    | 567.00                    |
| Betting Shop – New Application                          | 1,681.00                  | 1,681.00                  |
| Betting Shop – Non Fast Track                           | 1,485.00                  | 1,485.00                  |
| Betting Shop – Fast Track                               | 300.00                    | 300.00                    |
| Betting Shop – Annual Fee                               | 600.00                    | 600.00                    |
| Betting Shop – Variations                               | 631.00                    | 631.00                    |
| Betting Shop – Reinstatement                            | 1,100.00                  | 1,100.00                  |
| Betting Shop – Provisional Statement                    | 1,133.00                  | 1,133.00                  |
| Betting Shop – Transfer                                 | 567.00                    | 567.00                    |
| Adult Gaming Centre – New Application                   | 1,335.00                  | 1,335.00                  |
| Adult Gaming Centre – Non Fast Track                    | 1,000.00                  | 1,000.00                  |
| Adult Gaming Centre – Fast Track                        | 274.00                    | 274.00                    |
| Adult Gaming Centre – Annual Fee                        | 1,000.00                  | 1,000.00                  |
| Adult Gaming Centre – Variations                        | 631.00                    | 631.00                    |
| Adult Gaming Centre – reinstatement of licence          | 1,110.00                  | 1,110.00                  |
| Adult Gaming Centre – provisional licence               | 1,133.00                  | 1,133.00                  |
| Adult Gaming Centre – transfer                          | 567.00                    | 567.00                    |
| Family Entertainment Centre – New Application           | 1,327.00                  | 1,327.00                  |
| Family Entertainment Centre – Non Fast Track            | 1,000.00                  | 1,000.00                  |
| Family Entertainment Centre – Fast Track                | 300.00                    | 300.00                    |
| Family Entertainment Centre – Annual Fee                | 750.00                    | 750.00                    |
| Family Entertainment Centre – Variations                | 750.00                    | 750.00                    |
| Family Entertainment Centre – reinstatement of licencer | 950.00                    | 950.00                    |
| Family Entertainment Centre – provisional statement     | 1,133.00                  | 1,133.00                  |
| Family Entertainment Centre – Transfer                  | 567.00                    | 567.00                    |

## Premises Liquor Licences

The cost premises licences are determined in accordance with the Licensing Act 2003 and the regulations made therein. Local Authorities have no discretion in this matter.

| Rateable Value      |
|---------------------|
| Rateable < £4,300   |
| £4,300 to £33,000   |
| £33,001 to £87,000  |
| £87,001 to £125,000 |
| £125,001 and above  |

| Band |
|------|
| A    |
| B    |
| C    |
| D    |
| E    |

| License  | Description | 2021-22 Charge | 2022-23 Charge |
|--|-------------|----------------|----------------|
| Premises Licence - Alcohol Band A                            | New         | 100.00         | 100.00         |
| Premises Licence - Alcohol Band B                            | New         | 190.00         | 190.00         |
| Premises Licence - Alcohol Band C                            | New         | 315.00         | 315.00         |
| Premises Licence - Alcohol Band D                            | New         | 450.00         | 450.00         |
| Premises Licence - Alcohol Band E                            | New         | 635.00         | 635.00         |
| Premises Licence - NO Alcohol Band A                         | New         | 100.00         | 100.00         |
| Premises Licence - NO Alcohol Band B                         | New         | 190.00         | 190.00         |
| Premises Licence - NO Alcohol Band C                         | New         | 315.00         | 315.00         |
| Premises Licence - NO Alcohol Band D                         | New         | 450.00         | 450.00         |
| Premises Licence - NO Alcohol Band E                         | New         | 635.00         | 635.00         |
| Club Premiese Certificate - Alcohol Band A                   | New         | 100.00         | 100.00         |
| Club Premiese Certificate - Alcohol Band B                   | New         | 190.00         | 190.00         |
| Club Premiese Certificate - Alcohol Band C                   | New         | 315.00         | 315.00         |
| Club Premiese Certificate - Alcohol Band D                   | New         | 450.00         | 450.00         |
| Club Premiese Certificate - Alcohol Band E                   | New         | 635.00         | 635.00         |
| Club Premiese Certificate - NO - Alcohol Band A              | New         | 100.00         | 100.00         |
| Club Premiese Certificate - NO - Alcohol Band B              | New         | 190.00         | 190.00         |
| Club Premiese Certificate - NO - Alcohol Band C              | New         | 315.00         | 315.00         |
| Club Premiese Certificate - NO - Alcohol Band D              | New         | 450.00         | 450.00         |
| Club Premiese Certificate - NO - Alcohol Band E              | New         | 635.00         | 635.00         |
| Premises Licence - Alcohol Band A                            | Annual Fee  | 70.00          | 70.00          |
| Premises Licence - Alcohol Band B                            | Annual Fee  | 180.00         | 180.00         |
| Premises Licence - Alcohol Band C                            | Annual Fee  | 295.00         | 295.00         |
| Premises Licence - Alcohol Band D                            | Annual Fee  | 320.00         | 320.00         |
| Premises Licence - Alcohol Band E                            | Annual Fee  |                |                |
| Premises Licence - NO Alcohol Band A                         | Annual Fee  | 70.00          | 70.00          |
| Premises Licence - NO Alcohol Band B                         | Annual Fee  | 180.00         | 180.00         |
| Premises Licence - NO Alcohol Band C                         | Annual Fee  | 295.00         | 295.00         |
| Premises Licence - NO Alcohol Band D                         | Annual Fee  | 320.00         | 320.00         |
| Premises Licence - NO Alcohol Band E                         | Annual Fee  | 350.00         | 350.00         |
| Copy premises license or summary                             | Section 25  | 10.50          | 10.50          |
| Provisional Statement  | Sectio 29   | 315.00         | 315.00         |
| Notification of Change of Name or address - premise license  | Section 33  | 10.50          | 10.50          |
| Variation of DPS   | Section 37  | 23.00          | 23.00          |
| Transfer Premises License                                    | Section 42  | 23.00          | 23.00          |
| Interim Authoirty Notice                                     | Section 47  | 23.00          | 23.00          |
| Copy club premises certificate or summary                    | Section 79  | 10.50          | 10.50          |
| Notification of Change of Name or alteration of rules        | Section 82  | 10.50          | 10.50          |
| Change of registered address of club                         | Section 83  | 10.50          | 10.50          |
| Temporary Event Notice                                       | Section 100 | 21.00          | 21.00          |
| Copy Temporary Event Notice                                  | Section 100 | 10.50          | 10.50          |
| Personal Licence   | New         | 37.00          | 37.00          |
| Personal Licence   | Renewal     | 37.00          | 37.00          |
| Copy personal license  | Section 126 | 10.50          | 10.50          |
| Notification of change of name or address - personal license | Section 127 | 10.50          | 10.50          |
| Notification of interest                                     | Section 178 | 21.00          | 21.00          |

**Street Trading**

| Licence                                 | Details   | 2021-22 Charge | 2022-23 Charge | Notes   |
|---|-----------|----------------|----------------|---|
| Street Trading Consent - 12 mth consent | New       | 78.00          | 80.00          | Application Fee. A further £275 will be charged for issue of consent (below)                    |
| Street Trading Consent - 12 mth consent | New       | 285.60         | 293.00         | Issue fee   |
| Street Trading Consent - 12 mth consent | Renewal   | 363.10         | 373.00         |   |
| Street Trading Consent - 14 day consent | New       | 78.00          | 80.00          | Fee is not payable if the consent is a community event (as determined by the licencing manager) |
| Variation of Street Trading Consent     | Variation | 0.00           | 0.00           |   |
| Change of personal details              |           | 0.00           | 0.00           |   |
| Change in employee details              |           | 0.00           | 0.00           |   |
| Copy of street trading consent          |           | 0.00           | 0.00           |   |

**Second Hand Goods Dealers Fees**

| Licence                               | Details      | 2021-22 Charge | 2022-23 Charge |
|---------------------------------------|--------------|----------------|----------------|
| Second hand Goods Dealer Registration | Registration | 78.00          | 80.00          |
| Copy registration certificate         | Copy         | 0.00           | 0.00           |

**Other**

| Licence  | Details | 2021-22 Charge | 2022-23 Charge |
|----------|---------|----------------|----------------|
| Sex Shop | New     | 1,815.60       | 2,500.00       |

## Planning Applications

The planning application costs are determined in accordance with the Town and Country Planning Regulations 2012. Local Authorities have no discretion in this matter.

| All Outline Applications   |   | 2021-22 Charges   | 20% fixing broken Hsg Mrkt element | 2022-23 Charges   | 20% fixing broken Hsg Mrkt element |
|--|---|---|------------------------------------|---|------------------------------------|
| Site Area  | Not more than 2.5 hectares  | £462 per 0.1 hectare  | £77                                | £462 per 0.1 hectare  | £77                                |
| Site Area up to a maximum fee of £150,000  | More than 2.5 hectares  | £11,432 + £138 per 0.1 hectare  | £1905 + £23                        | £11,432 + £138 per 0.1 hectare  | £1905 + £23                        |
| Householder Applications   |   | 2021-22 Charges   | 20% fixing broken Hsg Mrkt element | 2022-23 Charges   | 20% fixing broken Hsg Mrkt element |
| Alterations/extensions to a <b>single dwelling</b> , including works within boundary       | Single dwelling (excluding flats)                                 | £206  | £34                                | £206  | £34                                |
| Full Applications (and First Submissions of Reserved Matters)                              |   | 2021-22 Charges   | 20% fixing broken Hsg Mrkt element | 2022-23 Charges   | 20% fixing broken Hsg Mrkt element |
| Erection of dwellings  |   |   |                                    |   |                                    |
| Permission in Principle  |   | £402 for each 0.1 hectare   |                                    | £402 for each 0.1 hectare   |                                    |
| Alterations/extensions to <b>two or more dwellings</b> , including works within boundaries | Two or more dwellings (or one or more flats)                      | £407  | £68                                | £407  | £68                                |
| <b>New dwellings</b> (up to and including 50)  | New dwellings (not more than 50)                                  | £462 per dwelling   | £77                                | £462 per dwelling   | £77                                |
| <b>New dwellings</b> (for more than 50) up to a maximum fee of £300,000                    | New dwellings (more than 50)                                      | £22,859 + £138 per additional dwelling  | £3810 + £23                        | £22,859 + £138 per additional dwelling  | £3810 + £23                        |
| Erection of buildings (not dwellings, agricultural, glasshouses, plant nor machinery):     |   |   |                                    |   |                                    |
| Increase of floor space  | No increase in gross floor space or no more than 40m <sup>2</sup> | £234  | £39                                | £234  | £39                                |
| Increase of floor space  | More than 40m <sup>2</sup> but no more than 75m <sup>2</sup>      | £462  | £77                                | £462  | £77                                |
| Increase of floor space  | More than 75m <sup>2</sup> but no more than 3,750m <sup>2</sup>   | £462 for each 75m <sup>2</sup> or part thereof  | £77                                | £462 for each 75m <sup>2</sup> or part thereof  | £77                                |
| Increase of floor space  | More than 3,750m <sup>2</sup>                                     | £22,859 + £138 for each additional 75m <sup>2</sup> in excess of 3750 m <sup>2</sup> to a maximum of £300,000           | £3810 + £23                        | £22,859 + £138 for each additional 75m <sup>2</sup> in excess of 3750 m <sup>2</sup> to a maximum of £300,000           | £3810 + £23                        |
| The erection of buildings (on land used for agriculture for agricultural purposes)         |   |   |                                    |   |                                    |
| Site area  | Not more than 465m <sup>2</sup>                                   | £96   | £16                                | £96   | £16                                |
| Site area  | More than 465m <sup>2</sup> but not more than 540m <sup>2</sup>   | £462  | £77                                | £462  | £77                                |
| Site area  | More than 540m <sup>2</sup> but not more than 4,215m <sup>2</sup> | £462 for first 540m <sup>2</sup> + £462 for each 75m <sup>2</sup> (or part thereof) in excess of 540m <sup>2</sup>      | £77 + £77                          | £462 for first 540m <sup>2</sup> + £462 for each 75m <sup>2</sup> (or part thereof) in excess of 540m <sup>2</sup>      | £77 + £77                          |
| Site area  | More than 4,215m <sup>2</sup>                                     | £22,859 + £138 for each 75m <sup>2</sup> (or part thereof) in excess of 4,215m <sup>2</sup> up to a maximum of £300,000 | £3810 + £23                        | £22,859 + £138 for each 75m <sup>2</sup> (or part thereof) in excess of 4,215m <sup>2</sup> up to a maximum of £300,000 | £3810 + £23                        |
| Erection of glasshouses (on land used for the purposes of agriculture)                     |   | 2021-22 Charges   | 20% fixing broken Hsg Mrkt element | 2022-23 Charges   | 20% fixing broken Hsg Mrkt element |
| Floor space  | Not more than 465m <sup>2</sup>                                   | £96   | £16                                | £96   | £16                                |
| Floor space  | More than 465m <sup>2</sup>                                       | £2,580  | £430                               | £2,580  | £430                               |
| Erection/alterations/replacement of plant and machinery                                    |   |   |                                    |   |                                    |
| Site area  | Not more than 5 hectares  | £462 for each 0.1 hectare (or part thereof)   | £77                                | £462 for each 0.1 hectare (or part thereof)   | £77                                |
| Site area  | More than 5 hectares  | £22,859 + additional £138 for each 0.1 hectare (or part thereof) in excess of 5 hectares to a maximum of £300,000       | £3810 + £23                        | £22,859 + additional £138 for each 0.1 hectare (or part thereof) in excess of 5 hectares to a maximum of £300,000       | £3810 + £23                        |
| Applications other than Building Works   |   | 2021-22 Charges   | 20% fixing broken Hsg Mrkt element | 2022-23 Charges   | 20% fixing broken Hsg Mrkt element |

**Planning Applications**

|   |                            |  |   |  |   |
|---|----------------------------|--|---|--|---|
| <b>Car parks, service roads or other accesses</b>   | For existing uses          | £234   | £39                                       | £234   | £39                                       |
| <b>Waste</b> (Use of land for disposal of refuse or waste materials or deposit of material remaining after extraction or storage of minerals) |                            |  |   |  |   |
| Site area   | Not more than 15 hectares  | £234 for each 0.1 hectare (or part   | £39                                       | £234 for each 0.1 hectare (or part   | £39                                       |
| Site area   | More than 15 hectares      | £34,934 + £138 for each 0.1 hectare (or part thereof) in excess of 15 hectares up to a maximum of £78,000              | £5822+ £23                                | £34,934 + £138 for each 0.1 hectare (or part thereof) in excess of 15 hectares up to a maximum of £78,000              | £5822+ £23                                |
| <b>Operations connected with exploratory drilling for oil or natural gas</b>  |                            |  |   |  |   |
| Site area   | Not more than 7.5 hectares | £508 for each 0.1 hectare (or part   | £123                                      | £508 for each 0.1 hectare (or part   | £123                                      |
| Site area   | More than 7.5 hectares     | £36,070 + additional £151 for each 0.1 hectare (or part thereof) in excess of 7.5 hectares up to a maximum of £300,000 | £7320 + £36                               | £36,070 + additional £151 for each 0.1 hectare (or part thereof) in excess of 7.5 hectares up to a maximum of £300,000 | £7320 + £36                               |
| <b>Other operations (winning and working of minerals)</b>   |                            |  |   |  |   |
| Site area   | Not more than 15 hectares  | £234 for each 0.1 hectare (or part   | £39                                       | £234 for each 0.1 hectare (or part   | £39                                       |
| Site area   | More than 15 hectares      | £34,934 + additional £138 for each 0.1 in excess of 15 hectare up to a maximum of £78,000                              | £5822 + £23                               | £34,934 + additional £138 for each 0.1 in excess of 15 hectare up to a maximum of £78,000                              | £5822 + £23                               |
| <b>Other operations (not coming within any of the above categories)</b>   |                            |  |   |  |   |
| Site area   | Any site area              | £234 for each 0.1 hectare (or part thereof) up to a maximum of £2,028  | £39                                       | £234 for each 0.1 hectare (or part thereof) up to a maximum of £2,028  | £39                                       |
| <b>Lawful Development Certificate</b>   |                            | <b>2021-22 Charges</b>   | <b>20% fixing broken Hsg Mrkt element</b> | <b>2022-23 Charges</b>   | <b>20% fixing broken Hsg Mrkt element</b> |
| LDC – Existing Use - in breach of a planning condition  |                            | Same as Full   |   | Same as Full   |   |
| LDC – Existing Use LDC - lawful not to comply with a particular condition   |                            | £234   | £39                                       | £234   | £39                                       |
| LDC – Proposed Use  |                            | Half the normal planning fee.  |   | Half the normal planning fee.  |   |
| <b>Reserved Matters</b>   |                            |  |   |  |   |
| Application for approval of reserved matters following outline approval   |                            | Full fee due or if full fee already paid then £462 due   | £77                                       | Full fee due or if full fee already paid then £462 due   | £77                                       |
| <b>Approval/Variation/discharge of condition</b>  |                            |  |   |  |   |
| Application for removal or variation of a condition following grant of planning permission  |                            | £234   | £39                                       | £234   | £39                                       |
| Application relates to planning permission for development already carried out (Section 73A)  |                            | £234   | £39                                       | £234   | £39                                       |
| Request for confirmation that one or more planning conditions have been complied with   |                            | £34 per request for Householder otherwise £116 per request   | £6 and £19                                | £34 per request for Householder otherwise £116 per request   | £6 and £19                                |
| <b>Change of Use</b> of a building to use as one or more separate dwellinghouses, or other cases  |                            |  |   |  |   |
| Number of Dwellings   | Not more than 50 dwellings | £462 for each  | £77                                       | £462 for each  | £77                                       |
| Number of Dwellings   | More than 50 dwellings     | £22,859 + £138 for each in excess of 50 up to a maximum of £300,000  | £3810 + £23                               | £22,859 + £138 for each in excess of 50 up to a maximum of £300,000  | £3810 + £23                               |
| <b>Other Changes of Use</b> of a building or land   |                            | £462   | £77                                       | £462   | £77                                       |
| <b>Advertising</b>  |                            |  |   |  |   |
| Relating to the business on the premises  |                            | £132   | £22                                       | £132   | £22                                       |
| Advance signs which are not situated on or visible from the site, directing the public to business  |                            | £132   | £22                                       | £132   | £22                                       |
| Other advertisements  |                            | £462   | £77                                       | £462   | £77                                       |
| <b>Prior Approval</b>   |                            |  |   |  |   |
| Agricultural and Forestry buildings & operations or demolition of buildings   |                            | £96  | £16                                       | £96  | £16                                       |
| Telecommunications Code Systems Operators   |                            | £462   | £77                                       | £462   | £77                                       |



**Planning Applications**

|   |  |        |     |        |     |
|---|--|--------|-----|--------|-----|
| Proposed Change of Use to State Funded School or Registered Nursery   |  | £96    | £16 | £96    | £16 |
| Proposed Change of Use of Agricultural Building to a State-Funded School or Registered Nursery  |  | £96    | £16 | £96    | £16 |
| Proposed Change of Use of Agricultural Building to a flexible use within Shops, Financial and Professional services, Restaurants and Cafes, Business, Storage or Distribution, Hotels, or Assembly or Leisure   |  | £96    | £16 | £96    | £16 |
| Proposed Change of Use of a building from Office (Use Class B1) Use to a use falling within Use Class C3 (Dwellinghouse)  |  | £96    | £16 | £96    | £16 |
| Proposed Change of Use of Agricultural Building to a Dwellinghouse (Use Class C3), where there are no Associated Building Operations  |  | £96    | £16 | £96    | £16 |
| Proposed Change of Use of Agricultural Building to a Dwellinghouse (Use Class C3), and Associated Building Operations   |  | £206   | £34 | £206   | £34 |
| Proposed Change of Use of a building from a Retail (Use Class A1 or A2) Use or a Mixed Retail and Residential Use to a use falling within Use Class C3 (Dwellinghouse), where there are no Associated Building Operations   |  | £96    | £16 | £96    | £16 |
| Proposed Change of Use of a building from a Retail (Use Class A1 or A2) Use or a Mixed Retail and Residential Use to a use falling within Use Class C3 (Dwellinghouse), and Associated Building Operations  |  | £206   | £34 | £206   | £34 |
| Notification for Prior Approval for a Change Of Use from Storage or Distribution Buildings (Class B8) and any land within its curtilage to Dwellinghouses (Class C3)  |  | £96    | £16 | £96    | £16 |
| Notification for Prior Approval for a Change of Use from Amusement Arcades/Centres and Casinos, (Sui Generis Uses) and any land within its curtilage to Dwellinghouses (Class C3)   |  | £96    | £16 | £96    | £16 |
| Notification for Prior Approval for a Change of Use from Amusement Arcades/Centres and Casinos, (Sui Generis Uses) and any land within its curtilage to Dwellinghouses (Class C3), and Associated Building Operations   |  | £206   | £34 | £206   | £34 |
| Notification for Prior Approval for a Change of Use from Shops (Class A1), Financial and Professional Services (Class A2), Betting Offices, Pay Day Loan Shops and Casinos (Sui Generis Uses) to Restaurants and Cafés (Class A3)                                     |  | £96    | £16 | £96    | £16 |
| Notification for Prior Approval for a Change of Use from Shops (Class A1), Financial and Professional Services (Class A2), Betting Offices, Pay Day Loan Shops and Casinos (Sui Generis Uses) to Restaurants and Cafés (Class A3), and Associated Building Operations |  | £206   | £34 | £206   | £34 |
| Notification for Prior Approval for a Change of Use from Shops (Class A1) and Financial and Professional Services (Class A2), Betting Offices, Pay Day Loan Shops (Sui Generis Uses) to Assembly and Leisure Uses (Class D2)  |  | £96    | £16 | £96    | £16 |
| <b>Application for a Non-material Amendment Following a Grant of Planning Permission</b>  |  |        |     |        |     |
| Applications in respect of householder developments   |  | £34    | £6  | £34    | £6  |
| Applications in respect of other developments   |  | £234   | £39 | £234   | £39 |
| <b>Local Authority Involvement in High Hedge Complaints</b>   |  |        |     |        |     |
| High Hedge Complaint  |  | £500   | N/A | £500   | N/A |
| <b>Pre-Application Advice Fees</b>  |  |        |     |        |     |
| Small scale- Householders   |  | £90    | N/A | £90    | N/A |
| Medium Scale - 1-9 houses   |  | £450   |     | £450   |     |
| Majors  |  | £2,000 |     | £2,000 |     |
| Significant Majors  |  | £3,000 |     | £3,000 |     |
| Listed Building Consent & Conservation Works  |  | £250   |     | £250   |     |
| <b>Planning History Checks</b>  |  |        |     |        |     |
|   |  | £72    | N/A | £72    | N/A |
| <b>Supplementary Planning Application Advice</b>  |  |        |     |        |     |
|   |  | POA    | N/A | POA    | N/A |

## S106 Fees

### Type of Obligation Monitoring Fee

|                                   |  |  |
|-----------------------------------|--|--|
| <b>Commuted Sum</b>               | 1% of each payment instalment                        | This will be included within each invoice requesting payment                                       |
| <b>Land Contribution</b>          | £1,000 per development site                          | This payment is to be made at the time that the land transfer takes place                          |
| <b>On-site Affordable Housing</b> | £1,000 per development site                          | Payment is to be made on the first occupation of the affordable units                              |
| <b>Other obligation</b>           | £1,000 per obligation                                | This is to ensure compliance with obligations such as providing a woodland management strategy etc |
| <b>Overage Clause<sup>1</sup></b> | At least £1,000 or 1% of any additional payments due | This is to report on any commuted sum payments arising from greater profits.                       |

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**Building Control - Table A**

**New Build - Houses 2021-22**

Standard Charge for New Housing (up to 300m2 Floor Area including flats and maisonettes but not conversions)

| No of Dwellings | Plan Fee | VAT    | Plan Total     | Inspect Fee | VAT     | Inspect Total    | Building Notice Fee | VAT     | Building Notice Total |
|-----------------|----------|--------|----------------|-------------|---------|------------------|---------------------|---------|-----------------------|
| 1               | £233.33  | £46.67 | <b>£280.00</b> | £650.00     | £130.00 | <b>£780.00</b>   | £1,060.00           | £212.00 | <b>£1,272.00</b>      |
| 2               | £308.33  | £61.67 | <b>£370.00</b> | £775.00     | £155.00 | <b>£930.00</b>   | £1,300.00           | £260.00 | <b>£1,560.00</b>      |
| 3               | £341.67  | £68.33 | <b>£410.00</b> | £910.00     | £182.00 | <b>£1,092.00</b> | £1,502.00           | £300.40 | <b>£1,802.40</b>      |
| 4               | £408.33  | £81.67 | <b>£490.00</b> | £1,050.00   | £210.00 | <b>£1,260.00</b> | £1,750.00           | £350.00 | <b>£2,100.00</b>      |
| 5               | £491.67  | £98.33 | <b>£590.00</b> | £1,200.00   | £240.00 | <b>£1,440.00</b> | £2,030.00           | £406.00 | <b>£2,436.00</b>      |

**Building Control - Table A**

**New Build - Houses 2022-23**

Standard Charge for New Housing (up to 300m2 Floor Area including flats and maisonettes but not conversions)

| No of Dwellings | Plan Fee | VAT     | Plan Total     | Inspect Fee | VAT     | Inspect Total    | Building Notice Fee | VAT     | Building Notice Total |
|-----------------|----------|---------|----------------|-------------|---------|------------------|---------------------|---------|-----------------------|
| 1               | £237.50  | £47.50  | <b>£285.00</b> | £663.33     | £132.67 | <b>£796.00</b>   | £1,080.83           | £216.17 | <b>£1,297.00</b>      |
| 2               | £314.17  | £62.83  | <b>£377.00</b> | £790.83     | £158.17 | <b>£949.00</b>   | £1,325.83           | £265.17 | <b>£1,591.00</b>      |
| 3               | £348.33  | £69.67  | <b>£418.00</b> | £928.33     | £185.67 | <b>£1,114.00</b> | £1,531.67           | £306.33 | <b>£1,838.00</b>      |
| 4               | £416.67  | £83.33  | <b>£500.00</b> | £1,070.83   | £214.17 | <b>£1,285.00</b> | £1,785.00           | £357.00 | <b>£2,142.00</b>      |
| 5               | £500.00  | £100.00 | <b>£600.00</b> | £1,225.00   | £245.00 | <b>£1,470.00</b> | £2,070.00           | £414.00 | <b>£2,484.00</b>      |

**Standard Charge for New Housing (Floor Area between 301m2 and 700m2)**

|   | Plan Fee | VAT    | Plan Total     | Inspect Fee | VAT     | Inspect Total    | Building Notice Fee | VAT     | Building Notice Total |
|---|----------|--------|----------------|-------------|---------|------------------|---------------------|---------|-----------------------|
| Single Dwelling with Floor Area between 301m2 and 500m2 | £270.83  | £54.17 | <b>£325.00</b> | £733.33     | £146.67 | <b>£880.00</b>   | £1,205.00           | £241.00 | <b>£1,446.00</b>      |
| Single Dwelling with Floor Area between 501m2 and 700m2 | £270.83  | £54.17 | <b>£325.00</b> | £945.83     | £189.17 | <b>£1,135.00</b> | £1,460.00           | £292.00 | <b>£1,752.00</b>      |

**Standard Charge for New Housing (Floor Area between 301m2 and 700m2)**

|   | Plan Fee | VAT    | Plan Total     | Inspect Fee | VAT     | Inspect Total    | Building Notice Fee | VAT     | Building Notice Total |
|---|----------|--------|----------------|-------------|---------|------------------|---------------------|---------|-----------------------|
| Single Dwelling with Floor Area between 301m2 and 500m2 | £275.00  | £55.00 | <b>£330.00</b> | £750.00     | £150.00 | <b>£900.00</b>   | £1,230.00           | £246.00 | <b>£1,476.00</b>      |
| Single Dwelling with Floor Area between 501m2 and 700m2 | £275.00  | £55.00 | <b>£330.00</b> | £966.67     | £193.33 | <b>£1,160.00</b> | £1,490.00           | £298.00 | <b>£1,788.00</b>      |

Please note for more than 5 Dwelling or if the floor area of a dwelling exceeds 700m2 the charge is individually determined

All the above charges are on the basis that any controlled electrical work is carried out by a person who is a member of a registered competent person scheme, if this is not the case an additional charge may apply

Please note for more than 5 Dwelling or if the floor area of a dwelling exceeds 700m2 the charge is individually determined

All the above charges are on the basis that any controlled electrical work is carried out by a person who is a member of a registered competent person scheme, if this is not the case an additional charge may apply

**Building Control - Table B**

**Charges for small buildings, extensions and alterations to dwellings 2021/22**  
Valid for applications received between 01/04/2020 & 31/03/2021

| Proposal  | Plan Fee | VAT    | Plan Total     | Inspect Fee | VAT     | Inspect Total  | Building Notice Fee | VAT     | Building Notice Total |
|---|----------|--------|----------------|-------------|---------|----------------|---------------------|---------|-----------------------|
| <b>Category 1: Extensions to Dwellings</b>  |          |        |                |             |         |                |                     |         |                       |
| Extension Internal Floor area not exceeding 10m2  | £327.50  | £65.50 | <b>£393.00</b> | inc         | inc     | inc            | £393.00             | £78.60  | <b>£471.60</b>        |
| Extension Internal Floor Area over 10m2 but not exceeding 40m2  | £166.67  | £33.33 | <b>£200.00</b> | £310.00     | £62.00  | <b>£372.00</b> | £572.00             | £114.40 | <b>£686.40</b>        |
| Extension Internal Floor Area over 40m2 but not exceeding 60m2  | £166.67  | £33.33 | <b>£200.00</b> | £443.33     | £88.67  | <b>£532.00</b> | £732.00             | £146.40 | <b>£878.40</b>        |
| Extension - Internal Floor Area over 60m2 but not exceeding 80m2  | £166.67  | £33.33 | <b>£200.00</b> | £577.00     | £115.40 | <b>£692.40</b> | £892.40             | £178.48 | <b>£1,070.88</b>      |
| <b>Category 2 - Garages &amp; Carports</b><br>Erection or Extension of a detached or attached building or extension to a dwelling   |          |        |                |             |         |                |                     |         |                       |
| Which consists of a garage, carport or both; having a floor area not exceeding 40m2 in total and is intended to be used in common with an existing building   | £251.67  | £50.33 | <b>£302.00</b> | inc         | inc     | inc            | £302.00             | £60.40  | <b>£362.40</b>        |
| The conversion of an attached garage into a habitable room  | £221.67  | £44.33 | <b>£266.00</b> | inc         | inc     | inc            | £266.00             | £50.00  | <b>£316.00</b>        |
| Where the Garage extension exceeds a floor area of 40m2 but does not exceed 60m2  | £361.67  | £72.33 | <b>£434.00</b> | inc         | inc     | inc            | £434.00             | £86.80  | <b>£520.80</b>        |
| <b>Category 3: Loft Conversion and Dormers</b><br>Formation of a room in a roof space, including means of access thereto. Fees for lofts greater than 40m2 are to be based on the cost of work. The Fee cannot be less than shown below |          |        |                |             |         |                |                     |         |                       |
| Without a dormer but not exceeding 40m2 in floor area   | £335.00  | £67.00 | <b>£402.00</b> | inc         | inc     | inc            | £402.00             | £80.40  | <b>£482.40</b>        |
| With a dormer but not exceeding 40m2 in floor area  | £166.67  | £33.33 | <b>£200.00</b> | £276.67     | £55.33  | <b>£332.00</b> | £532.01             | £106.40 | <b>£638.41</b>        |

Where the extension to the dwelling exceeds 80m2 in floor area, the charge is based on the estimated cost in Table E, subject to the sum of the plan charge and inspection charge being not less than £761.67 (excluding VAT). The total estimated cost of the work must therefore be at least £50,001.

Note: All the above charges are on the basis that any controlled electrical work is carried out by a person who is a member of a registered Competent Person Scheme, if this is not the case an additional charge may apply.

**Building Control - Table B**

**Charges for small buildings, extensions and alterations to dwellings 2022-23**  
Valid for applications received between 01/04/2022 & 31/03/2023

| Proposal  | Plan Fee | VAT    | Plan Total     | Inspect Fee | VAT     | Inspect Total  | Building Notice Fee | VAT     | Building Notice Total |
|---|----------|--------|----------------|-------------|---------|----------------|---------------------|---------|-----------------------|
| <b>Category 1: Extensions to Dwellings</b>  |          |        |                |             |         |                |                     |         |                       |
| Extension Internal Floor area not exceeding 10m2  | £333.33  | £66.67 | <b>£400.00</b> | inc         | inc     | inc            | £400.00             | £80.00  | <b>£480.00</b>        |
| Extension Internal Floor Area over 10m2 but not exceeding 40m2  | £166.67  | £33.33 | <b>£200.00</b> | £320.00     | £64.00  | <b>£384.00</b> | £584.00             | £116.80 | <b>£700.80</b>        |
| Extension Internal Floor Area over 40m2 but not exceeding 60m2  | £166.67  | £33.33 | <b>£200.00</b> | £455.83     | £91.17  | <b>£547.00</b> | £747.00             | £149.40 | <b>£896.40</b>        |
| Extension - Internal Floor Area over 60m2 but not exceeding 80m2  | £166.67  | £33.33 | <b>£200.00</b> | £591.67     | £118.33 | <b>£710.00</b> | £910.00             | £182.00 | <b>£1,092.00</b>      |
| <b>Category 2 - Garages &amp; Carports</b><br>Erection or Extension of a detached or attached building or extension to a dwelling   |          |        |                |             |         |                |                     |         |                       |
| Which consists of a garage, carport or both; having a floor area not exceeding 40m2 in total and is intended to be used in common with an existing building   | £256.67  | £51.33 | <b>£308.00</b> | inc         | inc     | inc            | £308.00             | £61.60  | <b>£369.60</b>        |
| The conversion of an attached garage into a habitable room  | £226.67  | £45.33 | <b>£272.00</b> | inc         | inc     | inc            | £272.00             | £54.40  | <b>£326.40</b>        |
| Where the Garage extension exceeds a floor area of 40m2 but does not exceed 60m2  | £369.17  | £73.83 | <b>£443.00</b> | inc         | inc     | inc            | £443.00             | £88.60  | <b>£531.60</b>        |
| <b>Category 3: Loft Conversion and Dormers</b><br>Formation of a room in a roof space, including means of access thereto. Fees for lofts greater than 40m2 are to be based on the cost of work. The Fee cannot be less than shown below |          |        |                |             |         |                |                     |         |                       |
| Without a dormer but not exceeding 40m2 in floor area   | £341.67  | £68.33 | <b>£410.00</b> | inc         | inc     | inc            | £410.00             | £82.00  | <b>£492.00</b>        |
| With a dormer but not exceeding 40m2 in floor area  | £166.67  | £33.33 | <b>£200.00</b> | £285.83     | £57.17  | <b>£343.00</b> | £543.00             | £108.60 | <b>£651.60</b>        |

Where the extension to the dwelling exceeds 80m2 in floor area, the charge is based on the estimated cost in Table E, subject to the sum of the plan charge and inspection charge being not less than £761.67 (excluding VAT). The total estimated cost of the work must therefore be at least £50,001.

Note: All the above charges are on the basis that any controlled electrical work is carried out by a person who is a member of a registered Competent Person Scheme, if this is not the case an additional charge may apply.

Building Control - Table C

Standard Charges for Alterations to Dwellings 2021/22

| Proposal  | Plan Fee | VAT    | Plan Total     | Inspect Fee | VAT | Inspect Total | Building Notice Fee | VAT    | Building Notice Total | Regularisation |
|---|----------|--------|----------------|-------------|-----|---------------|---------------------|--------|-----------------------|----------------|
| <b>Installation of Replacement windows and doors</b> in a dwelling where the number of windows / doors does not exceed 20   |          |        |                |             |     |               | £70.00              | £14.00 | <b>£84.00</b>         |                |
| <b>Installation of Replacement windows and doors</b> in a dwelling where the number of windows / doors does not exceed 20 (retrospective)                                       |          |        |                |             |     |               |                     | £0.00  |                       | <b>£109.00</b> |
| <b>Underpinning</b> with a total cost not exceeding £30,000   | £253.33  | £50.67 | <b>£304.00</b> | inc         | inc | inc           | £304.00             | £60.80 | <b>£364.80</b>        |                |
| <b>Controlled Electrical Work</b> to a single dwelling (not carried out in conjunction with work being undertaken that falls within Table B)                                    | £225.00  | £45.00 | <b>£270.00</b> | inc         | inc | inc           | £270.00             | £54.00 | <b>£324.00</b>        |                |
| <b>Renovation of a thermal element</b> i.e. Work involving recovering of a roof, replacement of a floor or renovation of an external wall to which L 1b applies                 |          |        |                |             |     |               | £106.67             | £21.33 | <b>£128.00</b>        |                |
| <b>Renovation of a thermal element</b> i.e. Work involving recovering of a roof, replacement of a floor or renovation of an external wall to which L 1b applies (retrospective) |          |        |                |             |     |               |                     |        |                       | <b>£160.00</b> |
| <b>Formation of a single en suite bathroom / shower room or cloakroom within an existing dwelling</b> (excluding electrical work)   | £217.50  | £43.50 | <b>£261.00</b> | inc         | inc | inc           | £255.00             | £51.00 | <b>£306.00</b>        | <b>£366.00</b> |
| <b>Removal or partial removal of chimney breast</b> (accompanied by Structural Engineering Details)   | £136.67  | £27.33 | <b>£164.00</b> |             |     |               | £136.67             | £27.33 | <b>£164.00</b>        | <b>£195.00</b> |
| <b>Installation of New or Replacement Sewage Treatment Plant and associated discharge</b>   | £208.33  | £41.67 | <b>£250.00</b> |             |     |               | £229.17             | £45.83 | <b>£275.00</b>        | <b>£330.00</b> |
| <b>Removal of wall and insertion of one or two steel beams maximum span 4 metres</b> (accompanied by Structural Engineering Details)  | £136.67  | £27.33 | <b>£164.00</b> |             |     |               | £136.67             | £27.33 | <b>£164.00</b>        | <b>£195.00</b> |
| <b>Structural Alterations not supported by Structural Calculations to be individually assessed (Calculations may still be required)</b>   | POA      |        |                |             |     | inc           | POA                 |        |                       | POA            |
| <b>The insertion of insulating material in a cavity wall of an existing property*</b>   |          |        |                |             |     |               | £70.00              | £14.00 | <b>£84.00</b>         |                |
| <b>Installation of a multi fuel appliance including associated Flue liner and hearth*</b> to a single dwelling  |          |        |                |             |     |               | £250.00             | £50.00 | <b>£300.00</b>        | <b>£360.00</b> |

\* Not carried out under a Competent Person Scheme

Where it is intended to carry out additional work internally within a dwelling at the same time as undertaking alterations as defined in Table C then the charge for all of the internal work (including work as defined in table C) may be assessed using the total estimated cost of work as set out in table E. All other work within dwellings will be charged as set out in Table E.

Building Control - Table C

Standard Charges for Alterations to Dwellings 2022/23

| Proposal   | Plan Fee | VAT    | Plan Total     | Inspect Fee | VAT | Inspect Total | Building Notice Fee | VAT    | Building Notice Total | Regularisation |
|--|----------|--------|----------------|-------------|-----|---------------|---------------------|--------|-----------------------|----------------|
| <b>1A Installation of Replacement windows and doors</b> in a dwelling where the number of windows / doors does not exceed 20                                       |          |        |                |             |     |               | £70.83              | £14.17 | <b>£85.00</b>         |                |
| <b>1B Installation of Replacement windows and doors</b> in a dwelling where the number of windows / doors does not exceed 20 (retrospective)                       |          |        |                |             |     |               |                     | £0.00  |                       | <b>£111.00</b> |
| <b>2 Underpinning</b> with a total cost not exceeding £30,000  | £258.33  | £51.67 | <b>£310.00</b> | inc         | inc | inc           | £310.00             | £62.00 | <b>£372.00</b>        |                |
| <b>3 Controlled Electrical Work</b> to a single dwelling (not carried out in conjunction with work being undertaken that falls within Table B)                     | £229.17  | £45.83 | <b>£275.00</b> | inc         | inc | inc           | £275.00             | £55.00 | <b>£330.00</b>        |                |
| <b>4A Renovation of a thermal element</b> i.e. Work involving recovering of a roof, replacement of a floor or renovation of an external wall to which L 1b applies |          |        |                |             |     |               | £108.33             | £21.67 | <b>£130.00</b>        | <b>£163.00</b> |
| <b>4B Renovation of a thermal element</b> Replacement conservatory Roof  | POA      |        |                |             |     |               | POA                 |        |                       | POA            |
| <b>5 Formation of a single en suite bathroom / shower room or cloakroom within an existing dwelling</b> (excluding electrical work)                                | £221.67  | £44.33 | <b>£266.00</b> | inc         | inc | inc           | £266.00             | £53.20 | <b>£319.20</b>        | <b>£374.00</b> |
| <b>6 Removal or partial removal of chimney breast</b> (accompanied by Structural Engineering Details)  | £139.17  | £27.83 | <b>£167.00</b> |             |     |               | £139.17             | £27.83 | <b>£167.00</b>        | <b>£199.00</b> |
| <b>7 Installation of New or Replacement Sewage Treatment Plant and associated discharge</b>  | £212.50  | £42.50 | <b>£255.00</b> |             |     |               | £233.33             | £46.67 | <b>£280.00</b>        | <b>£337.00</b> |
| <b>8 Removal of wall and insertion of one or two steel beams maximum span 4 metres</b> (accompanied by Structural Engineering Details)                             | £139.17  | £27.83 | <b>£167.00</b> |             |     |               | £139.17             | £27.83 | <b>£167.00</b>        | <b>£199.00</b> |
| <b>9 Structural Alterations not supported by Structural Calculations to be individually assessed (Calculations may still be required)</b>                          | POA      |        |                |             |     | inc           | POA                 |        |                       | POA            |
| <b>10 The insertion of insulating material in a cavity wall of an existing property*</b>   |          |        |                |             |     |               | £71.67              | £14.33 | <b>£86.00</b>         |                |
| <b>11 Installation of a multi fuel appliance including associated Flue liner and hearth*</b> to a single dwelling  |          |        |                |             |     |               | £255.00             | £51.00 | <b>£306.00</b>        | <b>£368.00</b> |

\* Not carried out under a Competent Person Scheme

Where it is intended to carry out additional work internally within a dwelling at the same time as undertaking alterations as defined in Table C then the charge for all of the internal work (including work as defined in table C) may be assessed using the total estimated cost of work as set out in table E. All other work within dwellings will be charged as set out in Table E.

**Building Control - Table D**

**Extensions and New Build - Other than to Dwellings 2021/22**

(i.e. Shops, Offices, industrial, hotels, storage, assembly etc.)

Note - must be submitted as a full plans application (other than application for replacement windows)

| Category of Work | Proposal   | Plan Fee | VAT    | Plan Total                     | Inspect Fee | VAT    | Inspect Total  |
|------------------|--|----------|--------|--------------------------------|-------------|--------|----------------|
| 1                | Internal Floor Area not exceeding 6m <sup>2</sup>                            | £330.00  | £66.00 | <b>£396.00</b>                 | inc         | inc    | <b>inc</b>     |
| 2                | Internal Floor Area over 6m <sup>2</sup> but not exceeding 40m <sup>2</sup>  | £166.67  | £33.33 | <b>£200.00</b>                 | £310.00     | £62.00 | <b>£372.00</b> |
| 3                | Internal Floor Area over 40m <sup>2</sup> but not exceeding 80m <sup>2</sup> | £166.67  | £33.33 | <b>£200.00</b><br><b>£0.00</b> | £490.00     | £98.00 | <b>£588.00</b> |
| 4                | Shop fit out not exceeding a value of £50,000                                | £320.00  | £64.00 | <b>£384.00</b>                 | inc         | inc    | <b>inc</b>     |
| 5                | <b>Replacement Windows</b>   |          |        |                                |             |        |                |
|                  | a - not exceeding 10 windows   | £120.00  | £24.00 | <b>£144.00</b>                 | Inc         | Inc    | <b>inc</b>     |
|                  | b - between 11 - 20 windows  | £212.50  | £42.50 | <b>£255.00</b>                 | Inc         | Inc    | <b>inc</b>     |

**Building Control - Table D**

**Extensions and New Build - Other than to Dwellings 2022/23**

(i.e. Shops, Offices, industrial, hotels, storage, assembly etc.)

Note - must be submitted as a full plans application (other than application for replacement windows)

| Category of Work | Proposal   | Plan Fee | VAT    | Plan Total                     | Inspect Fee | VAT     | Inspect Total  |
|------------------|--|----------|--------|--------------------------------|-------------|---------|----------------|
| 1                | Internal Floor Area not exceeding 6m <sup>2</sup>                            | £336.67  | £67.33 | <b>£404.00</b>                 | inc         | inc     | <b>inc</b>     |
| 2                | Internal Floor Area over 6m <sup>2</sup> but not exceeding 40m <sup>2</sup>  | £166.67  | £33.33 | <b>£200.00</b>                 | £320.00     | £64.00  | <b>£384.00</b> |
| 3                | Internal Floor Area over 40m <sup>2</sup> but not exceeding 80m <sup>2</sup> | £166.67  | £33.33 | <b>£200.00</b><br><b>£0.00</b> | £503.33     | £100.67 | <b>£604.00</b> |
| 4                | Shop fit out not exceeding a value of £50,000                                | £326.67  | £65.33 | <b>£392.00</b>                 | inc         | inc     | <b>inc</b>     |
| 5                | <b>Replacement Windows</b>   |          |        |                                |             |         |                |
|                  | a - not exceeding 10 windows   | £122.50  | £24.50 | <b>£147.00</b>                 | Inc         | Inc     | <b>inc</b>     |
|                  | b - between 11 - 20 windows  | £216.67  | £43.33 | <b>£260.00</b>                 | Inc         | Inc     | <b>inc</b>     |

**Building Control - Table E**

**Standard Charges for all work not in Tables A,B,C & D for 2021/22**  
(excludes individually determined charges)

| Estimated Cost |             | Plan Fee | VAT    | Plan Total     | Inspect Fee | VAT     | Inspect Total  | Building Notice Fee | VAT     | Building Notice Total |
|----------------|-------------|----------|--------|----------------|-------------|---------|----------------|---------------------|---------|-----------------------|
| From           | To          |          |        |                |             |         |                |                     |         |                       |
| £0.00          | £1,000.00   | £113.33  | £22.67 | <b>£136.00</b> | inc         | inc     | inc            | £136.67             | £27.33  | <b>£164.00</b>        |
| £1,001.00      | £2,000.00   | £208.33  | £41.67 | <b>£250.00</b> | inc         | inc     | inc            | £250.00             | £50.00  | <b>£300.00</b>        |
| £2,001.00      | £5,000.00   | £235.00  | £47.00 | <b>£282.00</b> | inc         | inc     | inc            | £281.67             | £56.33  | <b>£338.00</b>        |
| £5,001.00      | £7,000.00   | £252.50  | £50.50 | <b>£303.00</b> | inc         | inc     | inc            | £303.33             | £60.67  | <b>£364.00</b>        |
| £7,001.00      | £10,000.00  | £291.67  | £58.33 | <b>£350.00</b> | inc         | inc     | inc            | £350.00             | £70.00  | <b>£420.00</b>        |
| £10,001.00     | £20,000.00  | £360.00  | £72.00 | <b>£432.00</b> | inc         | inc     | inc            | £432.50             | £86.50  | <b>£519.00</b>        |
| £20,001.00     | £30,000.00  | £166.67  | £33.33 | <b>£200.00</b> | £302.50     | £60.50  | <b>£363.00</b> | £563.33             | £112.67 | <b>£676.00</b>        |
| £30,001.00     | £40,000.00  | £212.50  | £42.50 | <b>£255.00</b> | £346.67     | £69.33  | <b>£416.00</b> | £671.67             | £134.33 | <b>£806.00</b>        |
| £40,001.00     | £50,000.00  | £258.33  | £51.67 | <b>£310.00</b> | £416.67     | £83.33  | <b>£500.00</b> | £810.00             | £162.00 | <b>£972.00</b>        |
| £50,001.00     | £75,000.00  | £304.17  | £60.83 | <b>£365.00</b> | £508.33     | £101.67 | <b>£610.00</b> | £975.00             | £195.00 | <b>£1,170.00</b>      |
| £75,001.00     | £100,000.00 | £345.83  | £69.17 | <b>£415.00</b> | £641.67     | £128.33 | <b>£770.00</b> | £1,185.00           | £237.00 | <b>£1,422.00</b>      |
| £100,001.00    | £150,000.00 | £387.50  | £77.50 | <b>£465.00</b> | £737.50     | £147.50 | <b>£885.00</b> | £1,350.00           | £270.00 | <b>£1,620.00</b>      |

Where it is intended to carry out additional work on a dwelling at the same time as undertaking an extension within table B, then the charge for this additional work (as indicated in Table E) shall be discounted by 50%, subject to a maximum estimated cost of less than £10,000

Note: In respect of domestic work the above charges are on the basis that any controlled electrical work is carried out by a person who is a member of a registered Competent Person Scheme, if this is not the case an additional charge may apply.

Where the estimated cost of work exceeds £150,000 the charge will be individually assessed by Rossendale Borough Council Building Control Services.

**Building Control - Table E**

**Standard Charges for all work not in Tables A,B,C & D for 2022/23**  
(excludes individually determined charges)

| Estimated Cost |             | Plan Fee | VAT    | Plan Total     | Inspect Fee | VAT     | Inspect Total  | Building Notice Fee | VAT     | Building Notice Total |
|----------------|-------------|----------|--------|----------------|-------------|---------|----------------|---------------------|---------|-----------------------|
| From           | To          |          |        |                |             |         |                |                     |         |                       |
| £0.00          | £1,000.00   | £115.83  | £23.17 | <b>£139.00</b> | inc         | inc     | inc            | £139.17             | £27.83  | <b>£167.00</b>        |
| £1,001.00      | £2,000.00   | £221.50  | £44.30 | <b>£265.80</b> | inc         | inc     | inc            | £265.83             | £53.17  | <b>£319.00</b>        |
| £2,001.00      | £5,000.00   | £240.00  | £48.00 | <b>£288.00</b> | inc         | inc     | inc            | £288.33             | £57.67  | <b>£346.00</b>        |
| £5,001.00      | £7,000.00   | £257.50  | £51.50 | <b>£309.00</b> | inc         | inc     | inc            | £309.17             | £61.83  | <b>£371.00</b>        |
| £7,001.00      | £10,000.00  | £297.50  | £59.50 | <b>£357.00</b> | inc         | inc     | inc            | £356.67             | £71.33  | <b>£428.00</b>        |
| £10,001.00     | £20,000.00  | £367.50  | £73.50 | <b>£441.00</b> | inc         | inc     | inc            | £440.83             | £88.17  | <b>£529.00</b>        |
| £20,001.00     | £30,000.00  | £166.67  | £33.33 | <b>£200.00</b> | £311.67     | £62.33  | <b>£374.00</b> | £574.17             | £114.83 | <b>£689.00</b>        |
| £30,001.00     | £40,000.00  | £216.67  | £43.33 | <b>£260.00</b> | £353.33     | £70.67  | <b>£424.00</b> | £684.17             | £136.83 | <b>£821.00</b>        |
| £40,001.00     | £50,000.00  | £263.33  | £52.67 | <b>£316.00</b> | £425.00     | £85.00  | <b>£510.00</b> | £825.83             | £165.17 | <b>£991.00</b>        |
| £50,001.00     | £75,000.00  | £310.00  | £62.00 | <b>£372.00</b> | £518.33     | £103.67 | <b>£622.00</b> | £994.17             | £198.83 | <b>£1,193.00</b>      |
| £75,001.00     | £100,000.00 | £353.33  | £70.67 | <b>£424.00</b> | £654.17     | £130.83 | <b>£785.00</b> | £1,209.17           | £241.83 | <b>£1,451.00</b>      |
| £100,001.00    | £150,000.00 | £395.00  | £79.00 | <b>£474.00</b> | £752.50     | £150.50 | <b>£903.00</b> | £1,376.67           | £275.33 | <b>£1,652.00</b>      |

Where it is intended to carry out additional work on a dwelling at the same time as undertaking an extension within table B, then the charge for this additional work (as indicated in Table E) shall be discounted by 50%, subject to a maximum estimated cost of less than £10,000

Note: In respect of domestic work the above charges are on the basis that any controlled electrical work is carried out by a person who is a member of a registered Competent Person Scheme, if this is not the case an additional charge may apply.

Where the estimated cost of work exceeds £150,000 the charge will be individually assessed by Rossendale Borough Council Building Control Services.

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**Building Control - Table F****Demolition (2021/22)**

| Category of Work | Proposal   | VAT Exempt Fee |
|------------------|--|----------------|
| 1                | Application to demolish existing property under Section 80 of the Buildings Act 1984 & issuing the counter notice under Section 81 of the Building Act 1984. | FOC            |

**Building Control - Table F****Demolition (2022/23)**

| Category of Work | Proposal   | VAT Exempt Fee |
|------------------|--|----------------|
| 1                | Application to demolish existing property under Section 80 of the Buildings Act 1984 & issuing the counter notice under Section 81 of the Building Act 1984. | FOC            |

**Building Control - Table G****Other Charges (2020/21)**

| Category of Work | Proposal  | Net    | VAT    | Gross Fee |
|------------------|---|--------|--------|-----------|
| 1                | Copy of Decision Notice or Completion Certificates (within the past 3 years)  | £22.92 | £4.58  | £27.50    |
| 2                | Additional copy from same file.   | £5.83  | £1.17  | £7.00     |
| 3                | Re- opening of archived applications (Charge per Hour - minimum 1 hour £75) plus decision notice and completion certificate             | £62.50 | £12.50 | £75.00    |
| 4                | Re- opening of archived applications (Charge per Hour - minimum 1 hour £75) plus decision notice, completion certificate and site visit | £87.50 | £17.50 | £105.00   |
| 5                | Withdrawal of an application and any associated charges (Charge per Hour - minimum 1 hour £75)  | £62.50 | £12.50 | £75.00    |
| 6                | Building Regulation Confirmation letter   | £62.50 | £12.50 | £75.00    |
| 7                | Change of applicants details on valid application (New)   | £62.50 | £12.50 | £75.00    |
| 8                | Supply of non-standard data and information, including responding to solicitors enquiries (Charge per Hour - minimum 1 hour £75)        | £62.50 | £12.50 | £75.00    |

**Building Control - Table G****Other Charges (2022/23)**

| Category of Work | Proposal  | Net    | VAT    | Gross Fee |
|------------------|---|--------|--------|-----------|
| 1                | Copy of Decision Notice or Completion Certificates (within the past 3 years)  | £24.17 | £4.83  | £29.00    |
| 2                | Additional copy from same file.   | £6.67  | £1.33  | £8.00     |
| 3                | Re- opening of archived applications (Charge per Hour - minimum 1 hour £75) plus decision notice and completion certificate             | £64.17 | £12.83 | £77.00    |
| 4                | Re- opening of archived applications (Charge per Hour - minimum 1 hour £75) plus decision notice, completion certificate and site visit | £90.00 | £18.00 | £108.00   |
| 5                | Withdrawal of an application and any associated charges (Charge per Hour - minimum 1 hour £75)  | £64.17 | £12.83 | £77.00    |
| 6                | Building Regulation Confirmation letter   | £64.17 | £12.83 | £77.00    |
| 7                | Change of applicants details on valid application (New)   | £64.17 | £12.83 | £77.00    |
| 8                | Supply of non-standard data and information, including responding to solicitors enquiries (Charge per Hour - minimum 1 hour £75)        | £64.17 | £12.83 | £77.00    |
| 9                | Pre Application site visit discountably against full application  | £64.17 | £12.83 | £77.00    |
| 10               | Exemption Certificate (Charged per Hour - minimum 1 hour £76.50) additional charges for site visits.                                    | £64.17 | £12.83 | £77.00    |



## Street Naming & Numbering

### Existing Properties

Individual House Name / Individual House re-name or re-number

Conversions of existing Properties into multiples

### Newbuild / Conversion to a property

Development of 10 plots or less

Development of 11 plots or more

Additional charge, where this includes the naming of a street

Additional charge, where this includes the naming of a building (e.g. block of flats)

|   | 2021/22 Charge   | 2022/23 Charge   |
|---|--|--|
| Individual House Name / Individual House re-name or re-number                         | £65  | £75  |
| Conversions of existing Properties into multiples                                     | £117 up to a maximum of 4 units; additional Units £25 per unit | £120 up to a maximum of 4 units; additional Units £26 per unit |
| Development of 10 plots or less   | £66 per plot up to a maximum of £250                           | £75 per plot up to a maximum of £300                           |
| Development of 11 plots or more   | Charges individual assessed                                    | Charges individually assessed                                  |
| Additional charge, where this includes the naming of a street                         | £107   | £120   |
| Additional charge, where this includes the naming of a building (e.g. block of flats) | £107   | £120   |

## Local Land Charges

|   | 2021/22 |        |        | 2022/23 |        |         |
|---|---------|--------|--------|---------|--------|---------|
|   | Fee     | VAT    | TOTAL  | Fee     | VAT    | TOTAL   |
| Offical Search / Enquiries / Con29R form / LLC1 | £60.00  | £12.00 | £92.00 | £65.00  | £13.00 | £103.00 |
|   | £20.00  | £0.00  | £20.00 | £25.00  | £0.00  | £25.00  |
| Con 29R - Each additional parcel of land        | £14.20  | £2.84  | £17.04 | £20.00  | £4.00  | £24.00  |
| Offical Search - LLC1                           | £20.00  | £0.00  | £20.00 | £25.00  | £0.00  | £25.00  |
| Supplementary Questions Con 29O *               | £10.00  | £2.00  | £12.00 | £15.00  | £3.00  | £18.00  |
| Supplementary Question Con 29O (Question 22) *  | £20.00  | £4.00  | £24.00 | £20.00  | £4.00  | £24.00  |
| Each additional Enquiry                         | £17.50  | £3.50  | £21.00 | £20.00  | £4.00  | £24.00  |

## Legal Services

|  | 2021/22 |      |                  | 2022/23 |      |                  |
|--|---------|------|------------------|---------|------|------------------|
|  | Net     | VAT  | Gross            | Net     | VAT  | Gross            |
| <b>Sales of land and property and freehold reversion</b> |         |      |                  |         |      |                  |
| Up to £5,000   |         |      | £550.00          |         |      | £560.00          |
| £5001 - £15,000  |         |      | £750.00          |         |      | £765.00          |
| £15,001 - £100,000                                       |         |      | £1,700.00        |         |      | £1,730.00        |
| over £100k   |         |      | 2% of sale price |         |      | 2% of sale price |
| <b><u>Leases and Licences</u></b>                        |         |      |                  |         |      |                  |
| Industrial Unit Lease                                    |         | *min | £350.00          |         | *min | £360.00          |
| Industrial Unit Licence                                  |         | *min | £200.00          |         | *min | £205.00          |
| Garden/Garage Tenancy                                    |         | *min | £300.00          |         | *min | £305.00          |
| Wayleave/Easement  |         | *min | £400.00          |         | *min | £500.00          |
| Commercial Lease   |         | *min | £750.00          |         | *min | £765.00          |
| Notice of Assignment                                     |         |      | £80.00           |         |      | £85.00           |
| Agricultural Tenancy                                     |         |      | £350.00          |         |      | £360.00          |
| Agricultural Tenancy Renewal                             |         |      | £250.00          |         |      | £255.00          |
| Lease Renewal  |         | *min | £250.00          |         | *min | £255.00          |
| Deed of Variation/Surrender/Release                      |         | *min | £350.00          |         | *min | £360.00          |
| <b><u>S106 Agreements</u></b>                            |         |      |                  |         |      |                  |
| Preparation  |         | *min | £1,500.00        |         | *min | £1,550.00        |
| Checking Fee   |         | *min | £500.00          |         | *min | £510.00          |
| Deed of Variations                                       |         | *min | £750.00          |         | *min | £765.00          |
| <b>Footpath Diversions</b>                               |         |      | £2,750.00        |         |      | £2,800.00        |
| + any disbursements (assuming unopposed)                 |         |      |                  |         |      |                  |
| <b>Commercial Road Closures under TPCA</b>               |         |      | £0.00            |         |      | £100.00          |
| <b>Commercial Event Licences</b>                         |         | *min | £200.00          |         | *min | £250.00          |
| <b>Misc' Commercial Licence</b>                          |         | *min | £200.00          |         | *min | £250.00          |

Property Services

**Garage sites**  
**Departure Charge (Rawtenstall Bus Terminal, Bacup Road)**

Information regarding industrial units have not been included due to the sensitivity of individual pricing

Garage bond scheme to be introduced to all new and renewing tenancies from 01/04/20

| 2021/22 |        |         |
|---------|--------|---------|
| Net     | VAT    | Gross   |
| £173.67 | £34.73 | £208.40 |
| 46.00 p |        |         |

Property Services

**Garage sites (adopted TH sites will be held at current rate for a period of 12 months)**

**Departure Charge (Rawtenstall Bus Terminal, Bacup Road)**

**Garden Licences (a garden must be formed of land adjoining Rental £1.50 per sq.m)**

Information regarding industrial units or managed offices have not been included due to the sensitivity of individual pricing

Garage bond scheme to be introduced to all new and renewing tenancies from 01/04/20

| 2022/23 |        |         |
|---------|--------|---------|
| Net     | VAT    | Gross   |
| £178.04 | £35.61 | £213.65 |
| 78.00 p |        |         |

**Valuation Services**

Up to £10,000  
 Up to £30,000  
 Up to £60,000  
 Up to £100,000  
 Up to £150,000  
 £150,001 to 250,000  
 Above £250,000 - Fee to be agreed

**Minimum net fee of £200. All valuations are priced on application & vary depending on complexity**

| 2021/22             |  |       |
|---------------------|--|-------|
| Net                 | VAT  | Gross |
| N/A                 | Fixed valuation pricing to be provided for 2021-22 pending on tender results to appoint new surveyors. |       |
| Min net fee of £200 |  |       |

**Valuation Services Residential**

Band A (£1,000 - £5,000)  
 Band B (£5001 - £15,000)  
 Band C (£15,001 - £25,000)  
 Band D (£5,001 - £50,000)  
 Band E (£50,001 - £100,000)  
 Band F (£100,001 +)

**Minimum rental fee of £200 per annum. Minimum purchase value of £1000. Valuations on a price banding basis based on letterhead valuation for purchase.**

| 2022/23 |       |        |
|---------|-------|--------|
| Net     | VAT   | Gross  |
| 280.00  | 56.00 | 336.00 |
| 280.00  | 56.00 | 336.00 |
| 300.00  | 60.00 | 360.00 |
| 300.00  | 60.00 | 360.00 |
| 320.00  | 64.00 | 384.00 |
| 450.00  | 90.00 | 540.00 |

**Valuation Services Commercial**

Band A (£1,000 - £5,000)  
 Band B (£5001 - £15,000)  
 Band C (£15,001 - £25,000)  
 Band D (£5,001 - £50,000)  
 Band E (£50,001 - £100,000)  
 Band F (£100,001 +)

**Minimum rental fee of £200 per annum. Minimum purchase value of £1000. Valuations on a price banding basis based on**

| 2022/23             |     |       |
|---------------------|-----|-------|
| Net                 | VAT | Gross |
| £250                | £50 | £300  |
| £250                | £50 | £300  |
| £250                | £50 | £300  |
| £250                | £50 | £300  |
| £300                | £60 | £360  |
| £300                | £60 | £360  |
| Min net fee of £200 |     |       |

**Application to Purchase/Lease/Rent**

**Charity / CIC Application to Purchase/Lease/Rent**

**Licence / Lease Instruction Fee**

**Charity Licence / Lease Instruction Fee**

**Allotments**  
 Tenancy agreement  
 pr sq. m.

| 2021-22 |       |        |
|---------|-------|--------|
| Net     | VAT   | Gross  |
| 108.33  | 21.67 | 130.00 |
| 10.00   | 2.00  | 12.00  |
| 58.33   | 11.67 | 70.00  |
| 10.00   | 2.00  | 12.00  |
| 23.40   | 4.68  | 28.08  |
| 0.34    | 0.07  | 0.40   |

**Application to Purchase/Lease/Rent**

**Charity / CIC Application to Purchase/Lease/Rent**

**Licence / Lease Instruction Fee**

**Charity Licence / Lease Instruction Fee**

**Estates Administration Fee**

**Allotments**  
 Tenancy agreement  
 pr sq. m.  
**Minimum fee of £50 per annum**

| 2022/23 |       |        |
|---------|-------|--------|
| Net     | VAT   | Gross  |
| 110.00  | 22.00 | 132.00 |
| 10.00   | 2.00  | 12.00  |
| 60.00   | 12.00 | 72.00  |
| 10.00   | 2.00  | 12.00  |
| 25.00   | 5.00  | 30.00  |
| 25.00   | 5.00  | 30.00  |
| 0.35    | 0.07  | 0.42   |

**Draft - Rossendale Borough Council Budget 2022/23 Risk Analysis and Report Under s25 of the Local Government Act 2000**

1. This analysis is produced in order to:
  - a) Support the conclusions as to the robustness of the budget and adequacy of reserves set out in the Chief Finance Officers report under 25 of the Local Government Act 2003.
  - b) Inform members of the financial risks facing the Council for consideration as part of their debates around the setting of the budget and approving the Medium Term Financial Strategy.
  
2. Financial risks are clearly of various sorts but can broadly be characterised as follows:
  - The chance of overspending against budget
  - The chance of under spending against budget
  - The chance of an unforeseen event with a major financial impact (for example a flood or similar event)
  - The chance of a significant reduction in previously available financial resources (eg New Homes Bonus, National Non-Domestic Rates, Council Tax, Fees & Charges, etc)
  
3. Clearly such risks have either a positive or negative effect on the Council's overall financial position. It is the purpose of the financial management process to allow the Council to both identify the risks it faces and the steps required to either mitigate them in the case of negative risks or exploit them in the case of positive risks.
  
4. The degree to which the Council is exposed to such risks is influenced by a number of factors:
  - The robustness of the budget estimates. In preparing the budget a line by line review of spending and income is carried out by finance staff and Managers to ensure that budgets reflect the reality of operations and Council policies. This process gives some assurance that underlying budget issues are identified and dealt with.
  - The achievability of major variations to spending plans such as growth or savings items. Where major change is undertaken it is always possible that there will be some delays in delivery, for example due to delays in filling posts or restructuring departments. These issues are dealt with in the costing of the business case for change which should tend to underestimate the achievement of savings and overestimate new costs thus presenting a prudent estimate for inclusion in the budget.
  - External factors such as: the Covid-19 Pandemic, Brexit, inflation, the economy, changes to local government financing and fluctuations in the property market,

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all of which have an influence on costs and income. These issues and how they can be managed are dealt with in the next section of this report.

- The budget reflects the ongoing cost of business previously approved by Members. Any policy changes which impact on the core financial budget requirement are always brought before Members for approval.

Turning to the specific risk areas within the Council's budget for 2022/23 and the medium term the following specific areas of risks have been identified:

**Table 1**

| <b>Expenditure/<br/>Income Heading</b> | <b>Impact</b>    | <b>Likelihood</b> | <b>Comments</b>  |
|--|------------------|-------------------|--|
| <b>Employee Costs</b>                  |                  |                   |  |
| Pay awards                             | Medium /<br>High | Medium            | The 2021/22 pay award has not yet been agreed. The final offer from National Employers is 1.5% for Chief Officers and 1.75% for all other staff (subject to Foundation Living Wage override), the budget therefore includes these proposals for 2021/22. For 2022/23 the budget assumes an average increase of 2.5% for pay awards for all employees – from 2022/23 onwards the MTFS assumes a 2% pay award for all employees. |
| Vacancies /<br>structures              | Medium           | High              | Vacancies normally occur during the year generating savings - this has been the experience in recent years. The budgets include an estimate from the savings associated with natural turnover of staff during 2022/23 being £200k for the year. This is a challenging but achievable target.   |
| Pension<br>Contributions               | High             | Low               | The latest actuarial valuation published December 2019 together with a 3 year pre-payment (April 2020) confirmed the budget and MTFS assumptions. 2022/23 is the final year of the current triennial review.   |
| <b>Running Costs</b>                   |                  |                   |  |
| Energy and Fuel                        | Medium           | High              | Both energy and fuel prices have increased significantly during 2021/22. The 2022/23 budget has been uplifted to cover the known increased costs. We are in a fixed price contract for energy costs, however if vehicle fuel costs   |

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| Expenditure/<br>Income Heading | Impact | Likelihood | Comments  |
|--------------------------------|--------|------------|---|
|                                |        |            | continue to rise this will place additional pressure on the revenue budget.   |
| Repairs and maintenance        | Medium | High       | <p>High risk/cost areas remain with. Amongst others, the many drainage culverts within RBC land ownership, uninsured malicious damage to property and resolution of potential public liability matters. Capital requirements continue to experience increasing demand.</p> <p>The budget proposes to continue the £100k pa capital scheme (£500k over the life of the MTFs, funded from either capital receipts, internal or external borrowing. In addition a further scheme has been added to cover any potential future unknown legacy liabilities.</p>  |
| Insurance                      | Medium | High       | <p>The Council's insurance portfolio was tendered during 14/15 with the potential for a new 7 year max'm relationship, due to the Covid pandemic this has been extended for a further two year period.</p> <p>Sporadically we have in recent years experienced a number of occupational health claims in relation to past employment. Councils are often seen, mistakenly, as resource rich by the legal system as liability is deemed to be with the local government public sector even though working life could have been, in part, within the private sector.</p> <p>MMI the Councils insurer in 1992 triggered the Creditors Scheme of Arrangement, during 2013/14. MMI now require contribution rates of 25% per claim.</p> <p>Adequacy of provisions will be reviewed at the close of 2021/22. We have processed one claim during 2021/22</p> <p>The Council has <u>not</u> been able to identify its insurance providers pre – 1971. Any</p> |

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| <b>Expenditure/<br/>Income Heading</b>   | <b>Impact</b> | <b>Likelihood</b> | <b>Comments</b>   |
|--|---------------|-------------------|---|
|  |               |                   | financial claims pre-1971 will fall entirely on the Council – effectively self-insured for pre 1971 claims.   |
| <b>Contract Costs</b>                    |               |                   |   |
| ICT                                      | Low/Medium    | Medium            | The Civica Financial & Icon contracts have been renewed during 2021/22 through a framework.   |
| Leisure                                  | High          | High              | <p>Rossendale Leisure Trust has been self-financing in recent years, albeit supported by the Council’s “back office” teams. However the covid-19 pandemic has impacted significantly on the leisure industry and whilst the Trust is recovering, income streams have not yet returned to pre-pandemic levels.</p> <p>During 2021/22 the Trust also took over responsibility for running the ski slope, CLAW and the Whitaker.</p> <p>As the Council provides the day to day cash flow for the Leisure Trust should the Trust get into financial difficulties they may not be able to reimburse the Council. This is a significant risk which increases the longer the pandemic lasts.</p> |
| Revenues Benefits and Customer Contracts | High          | Medium            | The Council has a contract with Capita to deliver its Revenues, Benefits and One Stop Shop the contract commenced in December 2019 and is to run for 10 years with options to extend. The contract is subject to annual indexation increases.   |
| Housing Benefits                         | High          | Medium/High       | Expenditure in this area is c. £19m and is the largest single item of expenditure in the Council’s budget. Whilst this expenditure, is in the main, fully funded by grant there is an extremely complex system of rules that determine what is and what is not eligible for grant. Given that a 1% variance on this budget amounts to c.£190k and with some previous history of variances in this area,   |

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| <b>Expenditure/<br/>Income Heading</b>  | <b>Impact</b> | <b>Likelihood</b> | <b>Comments</b>   |
|---|---------------|-------------------|---|
|   |               |                   | significant caution needs to be exercised.  |
| Council Tax Support   | High          | High              | <p>Since 2013/14 the council is now exposed to the cost of increased take up from claimants (be they of working age or pensioners). A 2% allowance has been factored into our tax base for additional growth. The Council and other precept authorities continue to be exposed to the risk of additional growth and the cost of non-collection from those who are not eligible to a maximum 80% benefit.</p> <p>The Covid Pandemic led to an increase in the number of Local Council Tax Support claimants, because this forms part of the Council Tax base calculations it adversely impacted on the Council Tax Base in 2021/22. Whilst the level of claimants is reducing it is not back to pre-pandemic levels, therefore the 2022/23 Council Tax base has not fully recovered.</p> |
| <b>Income</b>   |               |                   |   |
| Property Related ( Planning Fee, Building Control, licencing & Land charges) and other income | Medium        | Medium/High       | A prudent view has been taken for all income streams based on recent experience plus an inflation uplift where appropriate.   |
| Market Rents  | Medium        | High              | Reflects the previous decisions by Members on: management, pricing and policy changes (eg Rawtenstall).   |
| Waste Collection / Recycling income   | Medium        | Medium            | <p>The LCC Cost share agreement ended on 31<sup>st</sup> March 2018.</p> <p>The value of the recycling market remains negligible. Council is not currently budgeting for any recycling income for 2022/23 and beyond.</p>   |
| Capital Financing and Interest  | High          | Medium            | The Councils ability to make interest gains has significantly reduced over the  |

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| Expenditure/<br>Income Heading | Impact | Likelihood | Comments  |
|--------------------------------|--------|------------|---|
|                                |        |            | <p>last few years as bank rates have remained low, the Covid pandemic has meant that current investment interest rates have been at 0% for the majority of 2021/22, rising in December 21 to 0.25%. The MTFs assumes interest rates will remain low throughout 2022/23.</p> <p>The use of cash balances to support capital projects will reduce our balances to close to day to day working capital requirements.</p> <p>Estimates of future interest rates can be seen in the Councils Treasury Management Strategy.</p>   |
| NNDR (Business Rates)          | High   | low        | <p>Estimating the Council's share of income from business rates for 2022/23 remains a challenge, not only due to the Covid-19 pandemic but also due to the ongoing uncertainty on the timing and level of appeals.</p> <p>Therefore it is prudent to earmark the Business Rates Reserve to provide a degree of contingency should income fall below projected levels. This is important given the Council remains a member of the Lancashire Business Rates Pool and by virtue of this does not benefit from any safety net protection under the current scheme of business rates retention. The Covid pandemic itself along with the reliefs given by Government as a result, combined to reduce the Council's 2020/21 pooling gain to c£92k from previous highs of up to £1m.</p> <p>Covid-19 has continued to have a significant impact on our 2021/22 business rates income, however actual income from business rates will not be finalised until after the end of the financial year.</p> |

|                                 |                    |                       |              |
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| <b>Expenditure/<br/>Income Heading</b> | <b>Impact</b> | <b>Likelihood</b> | <b>Comments</b>   |
|--|---------------|-------------------|---|
| New Homes Bonus                        | Medium        | High              | <p>2018/19 was the final year for the 4 year NHB funding. There has been no similar replacement scheme. Funds due for 2022/23 are as per the Government's Finance Settlement.</p> <p>There is an increased risk as to the value of the replacement scheme for 2023/24 and future years. The details of which have yet to be announced.</p>  |
| Housing                                | High          | High              | <p>During 2021/22 the Council has continued to face a significant capacity challenge as it continues to work through the Empty Homes Scheme.</p> <p>The Council is currently facing several legal claims and challenges.</p>  |
| <b>Current Economic Outlook</b>        | High          | High              | <p>Covid-19 has had a significant impact on the economic outlook, and to a certain extent as we are still in the middle of the pandemic the future is still very uncertain. Coupled with that is the ongoing impacts of Brexit.</p> <p>The Councils Treasury Management advisors are predicting that inflation will peak at c6%, however whilst interest rates are likely to increase they will remain relatively low throughout 2022/23.</p> |
| <b>Use of Transitional Reserves</b>    | High          | High              | <p>The Council will continue to grow when and where possible this reserve in order to support and balance future in year budget deficits.</p> <p>2022/23 will require the use of £56k from the Transitional Reserve.</p> <p>The forecast balance for 31/03/22 is c£2.78m.</p>   |
| <b>Level of Council Tax</b>            | High          | High              | This is the Council's most significant income source.   |

|                                 |                    |                       |              |
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| Expenditure/<br>Income Heading | Impact | Likelihood | Comments   |
|--------------------------------|--------|------------|--|
|                                |        |            | <p>As a district Council, Rossendale is able to increase its CTax by a maximum of 2% or £5 (whichever is the higher) in order to avoid the risk of a referendum. Each 1% increase is worth c£55k cumulative resources for each year</p> <p>With NHB coming to an end and share of future NNDR uncertain, the decision on the level of Council tax is fundamental to the Council's medium term resources, future financial planning and ability to set a legally balanced budget,</p> |

## 5. Adequacy of Reserves

Having conducted a review of the Council's requirement for the minimum working balance, taking into consideration various matters including:-

- the Council's spending plans for 2022/23 and the medium term financial position;
- adequacy of estimates of inflation, interest rates;
- treatment of demand led pressures;
- impact of external partnerships;
- the need to respond to emergencies.
- Capital programme variations.

I can confirm that an amount of £1.0m set aside in the General Reserve is considered adequate for this purpose. £1m equates to c3% of the Council's gross expenditure.

In relation to other financial reserves, a review has also been conducted to determine their adequacy. In addition to the matters referred to above, and taking into account the Medium Term Financial Plan, the review concluded that the level of such reserves is adequate based on current information in relation to anticipated risk, existing commitments and known future plans. That said, should there be a significant call on those reserves another review will need to be carried out.

However, it is important to note the proposed usage of reserves to support the General Fund Revenue Budget is not sustainable over the medium term without the need to align expenditure more closely with ongoing resources.

In particular, during the lifetime of the current Medium Term Financial Plan, it is projected that the entirety of the Transitional Reserve will be used. By that time, the Council will have had to take the necessary action to balance expenditure with ongoing resources. This statement is made on the understanding that any use of reserves and

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balances is undertaken in accordance with the Council's existing Financial Procedure Rules and that a further review of reserves and balances will be undertaken in September 2022 following the preparation of the Council's accounts for 2021/22.

The table below sets out the opening balances at 31/03/2021 of the Council's revenue reserves, planned usage during the year and the estimated balances at 31/03/2022.

**Table 2**

| Revenue Earmarked Reserves             | Opening Balance<br>31/03/2021<br>£000 | Estimated Net Contributions<br>to/(from)<br>£000 | Estimated balance<br>31/03/2022<br>£000 |
|--|---------------------------------------|--|---|
| General Reserve                        | 1,000                                 | -  | 1,000                                   |
| Transitional Reserve                   | 1,790                                 | 997  | 2,787                                   |
| Local Business Rates Retention Reserve | 6,229                                 | ( 423)   | 5,806                                   |
| Response & Recovery Reserve            | 1,389                                 | ( 1,229)   | 160                                     |
| Other Earmarked Reserves               | 2,309                                 | ( 691)   | 1,618                                   |
| <b>Total Reserves</b>                  | <b>12,717</b>                         | <b>( 1,346)</b>                                  | <b>11,371</b>                           |

## 6. Financial Assurance Statement

The Council must set a balanced budget each year. As the Council's designated Finance Officer, I have a legal duty to report to Full Council in February 2022 on the robustness of the Council's budget and the adequacy of reserves.

I have considered the major items of expenditure and income and their sensitivity to change, together with the budget proposals and assessed the impact on the Council's future forecasts and level of reserves. It is my opinion that the estimates have been prepared and reviewed utilising the most up to date and accurate information available and that all assumptions made are reasonable in the current uncertain economic climate.

I can confirm the recommendations contained in this report will provide the Council with a robust financial position in 2022/23.

I am of the view that the Council is pursuing a sound financial strategy in the context of the challenging financial position. However there is still a significant level of uncertainty from the major risks, e.g. the ongoing Covid pandemic, impact of Brexit and the implementation of the proposed revised Fair Funding Review from April 2023 onwards. Also the uncertainty as to when a Business Rates reset will be implemented. Combined with this is the projected scale of savings required by the Council to ensure a balanced budget in future years which means I cannot comment on the robustness of the estimates beyond 2022/23.

7. Therefore, in conclusion for 2022/23, being the current year ahead, I am able to give positive assurance to Members as to:

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- The adequacy of General and earmarked reserves to address the risks against which they are held and
- The robustness of the budget for 2022/23.

**Karen Spencer**  
**Chief Finance Officer**  
**February 2022**

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