



Please reply to:

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Date: 21 December 2022

Notice of meeting

Environment and Sustainability Committee

Date: Tuesday, 10 January 2023

Time: 7.00 pm

Place: Council Chamber, Council Offices, Knowle Green, Staines-upon-Thames TW18 1XB

To the members of the Environment and Sustainability Committee

Councillors:

I.J. Beardsmore (Chairman)	A. Brar	V.J. Leighton
R.J. Noble (Vice-Chairman)	T. Fidler	S.C. Mooney
R.O. Barratt	N.J. Gething	L. E. Nichols
M. Beecher	K.M. Grant	O. Rybinski
J. Button	K. Howkins	J.R. Sexton

Substitute Members: Councillors M.M. Attewell, J.R. Boughtflower, J.T.F. Doran,
C. Bateson, M. Gibson, H. Harvey, I.T.E. Harvey,
N. Islam, T. Lagden, D. Saliagopoulos and
S.J Whitmore

Councillors are reminded that the Gifts and Hospitality Declaration book will be available outside the meeting room for you to record any gifts or hospitality offered to you since the last Committee meeting.

Spelthorne Borough Council, Council Offices, Knowle Green

Staines-upon-Thames TW18 1XB

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Agenda

Page nos.

1. Apologies and Substitutes

To receive any apologies for absence and notification of substitutions.

2. Minutes

5 - 10

To confirm as a correct record the minutes of the Environment and Sustainability Committee meeting held on 8 November 2022.

3. Disclosures of Interest

To receive any disclosures of interest from councillors in accordance with the Council's Code of Conduct for members.

4. Questions from members of the Public

The Chair, or his nominee, to answer any questions raised by members of the public in accordance with Standing Order 40.

At the time of publication of this agenda no questions had been received.

5. Ward Issues

To consider any issues raised by ward councillors in accordance with Standing Order 34.2

At the time of publication of this agenda no ward issues were received.

6. Green Initiatives Fund Bid - Greenfield Recreation Ground

11 - 18

To consider approval for a request for funding from the Green Initiatives Fund.

7. 23/24 Budget

19 - 58

To review the budget, fees and charges, growth bids, savings bids and capital bids for the committee's areas of responsibility.

8. Feedback on 23/24 Budget Setting Process

Verbal Report

To provide feedback on this year's budget setting process.

9. Updates from Task and Finish and/or Working Groups

59 - 60

To receive written or verbal updates from the following Task and Finish/Working Groups:

CIL – written update

Climate Change Working Group – verbal update from Councillor Noble

10. Forward Plan

61 - 64

A copy of the Environmental & Sustainability Committee Forward Plan is attached.

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**Minutes of the Environment and Sustainability Committee
8 November 2022**

Present:

Councillor I.J. Beardsmore (Chairman)
Councillor R.J. Noble (Vice-Chairman)

Councillors:

M. Beecher	K.M. Grant	L. E. Nichols
J. Button	K. Howkins	O. Rybinski
A. Brar	V.J. Leighton	J.R. Sexton
N.J. Gething	S.C. Mooney	

Substitutions: Councillors C. Bateson (In place of T. Fidler)

Apologies: Councillors R.O. Barratt and T. Fidler

79/22 Minutes

The minutes of the meeting held on 11 October 2022 were agreed as an accurate record.

80/22 Disclosures of Interest

There were none.

81/22 Questions from members of the Public

There were two questions from members of the public. These were raised during the relevant agenda item.

82/22 Ward Issues

There were none.

83/22 Presentation on the Local Cycling and Walking Infrastructure

Plan

The Committee received a presentation from Surrey County Council and Atkins Global on the Local Cycling and Walking Infrastructure Plan (LCWIP).

The presentation covered the objective and scope of the LCWIP, the types of infrastructure that could be installed with the plan, and maps of proposed and aspirational routes. The presentation also clarified how the project was funded and would be implemented over a ten year period. Once funding was secured, a feasibility exercise would be undertaken over an approximate ten month period before construction on the routes began.

The Committee expressed concern at the gaps in routes surrounding Staines, and the team explained that the Staines Development Framework would incorporate their own travel plans that would be linked with the LCWIP. The Strategic Planning Team had liaised with and would continue to communicate with the LCWIP team to ensure that appropriate routes were assigned. The Committee requested reassurance that Staines would be included in future funding and plans if there were delays in adopting the Staines Development Framework. The LCWIP team agreed that there would be no exclusion from funding and the Group Head of Regeneration and Growth would seek written reassurance.

The Committee also raised that Shepperton, Charlton Village, and Laleham did not appear in the immediate plans. It was clarified that the plans were not final and were subject to a phased approach, funding, and coordination with other departments within Surrey.

The Committee **resolved** to note the presentation on the Local Cycling and Walking Infrastructure Plan from Surrey County Council and Atkins Global.

84/22 Staines Development Framework

The Committee considered a report on the Staines Development Framework Supplementary Planning Document.

Two questions were received from members of the public in relation to this agenda item.

Question one from Peter Bower:

“In relation to Staines and the Staines Development Framework, how many of the 331 responses to the public consultation on the Local Plan came from residents or traders in Staines, how many of the 1,200 issues raised were from these residents or traders, and what proportion of these support what the Staines Development Framework and Local Plan intend for Staines?”

Response from the Chair:

“Officers advise me that the consultation portal does not require users to input a physical address or the nature of the respondent’s interest, such as a

resident or trader, as this information is not necessary for a formal consultation on a planning document. Some respondents have provided this information in the text of their response by stating that they live or work in Staines, for example, and all responses will be made publicly available once officers have finished their analysis and are ready to submit the Local Plan to the Secretary of State. However, any addresses provided will be redacted for data protection reasons. The Planning Inspector will not require this information either but will have access to all the representations for the Examination, plus those who have made comments were given the opportunity to request to speak at the public hearing sessions and can state their interest when doing so.”

Question two from Graeme Lock:

“In the Local Plan, and in relation to the Staines Development Framework, why has what might constitute an ‘exemption’ to the proposed zoning scheme for Staines been so loosely defined, and why is there no definition of who will decide what can be accepted as an ‘exemption’?”

Response from the Chair:

“This is a question relating to the Local Plan where the zoning and 'exemption' sit rather than the Staines Development Framework but I will answer it. Members of the Staines Development Task Group and the Local Plan Task Group met many times with officers and the consultants to discuss the issue of zoning in Staines and whether an exemption should be included, and if so, how this should be worded. It is important that the policy provides some flexibility to allow for the merits of a planning application to be considered in full when weighing against the potential harm of a development in the planning balance or we risk it being struck out altogether for not being sound. The recommendations of the task groups were then reported to this committee and to the full Council, where the documents were agreed on 26 April and 19 May respectively following much discussion. As I said, the zoning policy wording sits within the Local Plan and it will now be for the Planning Inspector to consider its soundness and effectiveness, including any exceptions to it and how they should be expressed. Officers advise me that many representations have been received on this issue so we expect it to be the subject of lively debate at the examination hearings. These include representations from those who oppose zoning in principle, even with the exception included. If the Local Plan is adopted with the policy intact, it will be for the Council as the Local Planning Authority to assess any planning applications that seek to rely on an exception to the policy, and the Planning Inspectorate in the event of an appeal.”

Following public consultation on the Staines Development Framework, responses had evaluated and amendments suggested to the document. The Staines Development Task Group reviewed and agreed the amendments, and recommended them to the Committee.

Some members of the Committee expressed concern at the housing figures the Staines Development Framework and Local Plan were seeking to meet. The Strategic Planning Manager explained that the most recent

announcement from central government confirmed the housing numbers target and that changes to housing figures could affect green belt site release but would not affect development of Staines.

Some members of the Committee raised that the risk or financial implication sections of the report had not addressed the potential impact of zoning on the Council's developments as had been presented to members at other committees. The solicitor advised that the Environment and Sustainability Committee was considering the report in terms of planning policy and other considerations may have been presented to other committees depending on their remit. The solicitor suggested that he would circulate advice to members on the difference between the Council being a Local Planning Authority and the Council submitting planning applications for its own developments.

The Committee **resolved** to agree the final version of the Staines Development Framework Supplementary Planning Document (SDF).

85/22 Update to Local Development Scheme

The Committee considered a report to agree publication of the updated Local Development Scheme.

The timetable for preparing the new Local Plan had been updated to reflect current progress and anticipated timescales through preparation and adoption.

The Committee queried if there would be any issues regarding purdah if councillors wished to attend the public meetings with the planning inspectorate, and it was advised that advice would be provided from the Monitoring Officer to help clarify this with members. The Committee also suggested that a session on the Local Plan be included in induction for new members after the election in May 2023.

The Committee **resolved** to agree the publication of the updated Local Development Scheme.

86/22 Green Initiatives Fund - Climate Change SPD

The Committee considered a request for funding from the Green Initiatives Fund for an external contractor to produce a Climate Change Supplementary Planning Document (SPD). A working group formed of a number of departments in the Council had compiled a brief that would help inform the SPD. Climate Change SPD's used by other local authorities had also been researched. Once completed, the SPD would be a supporting document for the existing Local Plan and future Local Plan.

The Committee noted that the supplementary planning document would provide more guidance and could more easily be amended than the Local Plan. The Committee queried the budget for the contractor and the Climate

Change Officer confirmed that the amount requested was based off costs charged for other local authorities.

The Committee **resolved** to approve funding of £30,000 from the Green Initiatives Fund for an external contractor to produce a Climate Change Supplementary Planning Document.

87/22 Updates from Task and Finish and/or Working Groups

The Committee received a verbal update on the work of the Staines Development Task Group and the Local Plan Task Group from the Strategic Planning Manager.

The Staines Development Task Group had completed their assigned task, and there were no further updates to provide.

The Local Plan Task Group had not met as officers were still analysing responses to the Local Plan consultation. The Strategic Planning Manager provided an update on responses received to the consultation, including the number and type of respondents, and general concerns raised in comments raised in respect of site allocations and policies. It was confirmed that all comments would be passed on to the planning inspector and would be made public when the plan was submitted.

The Committee requested that a list of councillors who had responded to the consultation be circulated.

It was proposed by Councillor Bateson and seconded by Councillor Noble and **resolved** to suspend Standing Orders so the meeting could continue until the close of business.

Councillor Noble provided a summary of items considered by the Climate Change Working Group as well as training that had taken place. Communications had also gone out to members of the public regarding riparian rights.

A member of the committee raised concern that some communications on riparian rights had been sent erroneously to residents living along the River Thames. The Group Head of Commissioning and Transformation advised this would be corrected.

The Committee **resolved** to note the updates on the Staines Development Task Group, the Local Plan Task Group, and the Climate Change Working Group.

88/22 Forward Plan

The Committee considered the forward plan for future Committee business.

The Committee requested that an update on flooding issues be provided at a future Committee meeting, either as part of the update on Climate Change Strategy or as a separate item.

The Committee **resolved** to note the Forward Plan for future Committee business.

Spelthorne Borough Council

Requests for Funding from the
Green Initiatives Fund



Prior to making this application, please consider carefully the criteria below to the make sure you meet and evidence meeting the criteria below. If you do not meet the criteria your application will not progress to the Climate Change Working Group and Environment Sustainability Committee for consideration. If you require any further assistance with completing this form or would like to receive the form and guidance in an alternative format, please ask.

Your project must meet at least one of the following criteria:

The project ...

- a) Contributes to meeting the Council's climate change targets of meeting net zero in the Council estate or the wider Spelthorne community.
- b) Provides opportunities to create and support carbon sink initiatives within the Borough, including landscaping and more tree planting.
- c) Contributes towards reducing the carbon footprint of the Council's estate and the Borough as a whole.
- d) Develops opportunities to improve facilities for walking and cycling in the Borough to help reduce car use.
- e) Encourages more sustainable travel.
- f) Improves and encourages waste prevention and recycling.
- g) Meets Spelthorne Borough Council's objectives for the Environment in the Corporate Plan and complies with at least one of our key objectives.
- h) Contributes to developing opportunities for larger projects which address 'green' priorities within the Corporate Plan.

Applicants must ...

- i) Belong to an organisation that can prove financial stability over a period of time and not have any existing large balances not allocated.
- j) Not apply for multiple elements of financial support for the same objective. (Unless you are specifically requesting match funding.)
- k) Have clearly defined outcomes and deliverables for the funding requested.
- l) Address how they will monitor key performance indicators towards their goals and demonstrate how they have been successful in achieving them.

Contact details

Name and position	Andi Roy – Biodiversity Officer
Organisation	Spelthorne BC
Charity CIO number (if applicable)	n/a
Address of organisation	Council Depot, Kingston Rd, Ashford, TW15 3SE
Location services will be provided or project will take place	Greenfields Recreation Ground, Ashford Rd, TW18 1RR
Contact phone	01784 446415
Contact email	<u>a.roy@spelthorne.gov.uk</u>

Your Project

Please provide information to clearly demonstrate what you wish to achieve with the funding you are applying for and how you will measure success.

Please provide as much detail as possible here including who are your stakeholders, where and how the funding will be spent. Please detail the importance of this and why you believe this funding will contribute positively to mitigating or adapting to climate change. Please refer to our Corporate Plan and aims and detail which one/s your proposal supports.

You can also submit additional information to support your application by email.

Considerations	Response
<p>Aims and Project Objectives</p> <p>Corporate Priority Alignment</p>	<p>This project aims to purchase wildflower seeds from a UK grower and sow these throughout the existing uncut area of Greenfield recreation ground to establish a species-rich sward with a diverse range of pollen, nectar and foodplant sources which will benefit wildlife and provide a visually pleasing open space for the public. Greenfield Rec is divided into two parts by a pinch point. The north-western area, adjacent to Bucklands Primary School, has been unmanaged for many years and receives no maintenance from the parks team except for path mowing. Whilst non-intervention brings its own benefits for wildlife, the sward is dominated by grasses which swamp the growth of most other plant life and have resulted in a distinctly deprived</p>

	<p>flora with only occasional flowers. Introducing a simple annual or biannual mowing regime would improve the diversity of plants growing in the area but, given the remoteness of the park from any areas of natural species-rich grassland, the opportunities for new plant species to arrive by natural means are extremely limited so manually introducing flowering plants via seed will speed this process considerably.</p>
<p>Business justification provided and options considered including.</p> <ul style="list-style-type: none"> - Benefits, Deliverables & Objectives - High Level Financials & ROI in terms of carbon savings, wellbeing benefits, reduction in pollution, seed corn funding 	<p>All public bodies have a duty under the Environment Act 2021 to conserve and enhance biodiversity in their areas. Improving the ecological value of our parks will provide evidence that we are taking this duty seriously. There will be additional benefits to public wellbeing through improvements to the visual appeal of the area, which is currently simply long tussocky grass with occasional tall weeds. Ongoing management of the park will consist of either one or two haycuts each year, which will be included in the standard maintenance carried out by the parks team across the Spelthorne estate. Once the meadow is established, Spelthorne BC will be able to take brush harvested seed from this area to sow in other parks across the estate without needing to purchase seed each time, meaning cost savings will be achieved in the long term.</p>
<p>How will you measure success?</p>	<p>Success will be measured in the mid- and late-summer of the year of sowing by the Biodiversity Officer, who will assess the cover of flowering plants in the area sown and take a count of the species which have flowered from the seed mix purchased.</p>
<p>Indicative Timeframes</p>	<p>Seed purchased: immediately following the granting of funds Seeds sown: spring 2023 Seed germination/percentage cover assessed: June and August 2023</p>
<p>Risks</p>	<p>Not all sown species may thrive in the specific soil conditions of the park. However, the costs of analysing the soil and ordering a bespoke mix of species outweigh the costs of using this more general seed mix. The original flail/mowing of the area will make it look untidy and could lead to complaints but this will only be the case for a month before the meadow grasses and flowers regrow, and will</p>

	be minimised by the use of signage explaining the process.
Stakeholder Identification	Spelthorne Borough Council – Neighbourhood Services
Roles & Responsibilities	Biodiversity Officer: source seeds and direct management by parks team Parks team: carry out ground preparation and ongoing haycutting of the field
Communication Plan	Temporary signs will be placed around the park upon the commencement of works, explaining what is being done and why, and what the expected outcome will be
Amount of funding applied for from Spelthorne	£7,400 Cost for 40kg wildflower seed necessary for the area being sown
Funding agreed from elsewhere	None
Please identify where services will be delivered	Greenfield Recreation Ground, Ashford Road, TW18 1RR
How have you identified the need for carbon reduction or environmental improvements?	Across the Spelthorne BC parks estate, only four parks have an established wildflower section and these total just 0.7 hectares, which is a tiny percentage of our overall estate. Greenfield park is our largest area of unmanaged grassland (2.6ha) so this would be a large increase over existing wildflower meadow within the borough, and can act as an example for further expansion of wildlife-friendly management to our parks and open spaces.

Reviewing the application

Once applications have been received, they will be reviewed to ensure that they meet the criteria.

Where applicants do not meet the criteria, they will be told that their application cannot be taken further and signposted to other potential financial support available for what you are trying to achieve.

If it is obvious that an error has been made and crucial information has mistakenly been omitted, and where we are able, we will endeavour to contact you to give you the opportunity to provide the missing information.

It is important to note that unfortunately meeting the criteria does not guarantee you will receive funding from the Green Initiatives Fund. Applications received and those evidencing that they meet our criteria will be considered by the Climate

Change Working Group who will then recommend those to go to the Environment and Sustainability Committee for formal approval.

In exceptional cases we may ask you for further information or clarification during the Climate Change Working Group's consideration of your application. The Environment and Sustainability Committee has the final say. We are required to follow this process as we are using public money and need to follow due process.

The final decision and payment

The Climate Change Working Group may decide to recommend to the Environment and Sustainability Committee:

- a) That your organisation gets awarded the full amount applied for.
- b) That your organisations receive an award for a lower amount than applied for.
- c) That your organisation has been unsuccessful for the current year.

Contact details S.Muirhead s.muirhead@spelthorne.gov.uk

Appendix 1 For Non-Council Organisations the following will also be required

Financial status:

Please provide your last set of audited accounts and preferably, where possible, for the previous year. Please note that these will be treated in the **strictest confidence**, but we need to be reassured that your organisation is financially able to deliver what you are applying for. If you are unable to provide audited accounts, please contact us as a matter of urgency to discuss what you can provide and when. They can be sent securely by email or attached to the electronic application form.

Please provide details of all funding that you have applied for, for the year 2022-2023. Please include any applications you have made for funding that remain pending, along with those refused, agreed, or agreed in part. In addition, if you have been advised that an offer of match funding has been made please include that in the table below.

Other grant or applications for financial assistance for the year 2022-2023

Organisation applied for, for funding	Reason for application to Green Initiatives Fund	Application amount	Current status of application

The Aims of your organisation:

It is extremely helpful for the Committee to know about your organisation. How, why and when it was set up and for what purpose. What are your key objectives and how have these changed?

When was your organisation set up?	
If you have charity status when was it awarded?	
Why was your organisation created?	
What are you aiming to achieve?	
How do you measure success generally?	

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Net Expenditure Budget 2023/24 by committee

13 December 2022

Committee	Restated 2022/23 £000s	Proposed 2023/24 £000s	Change from 2022/23 £000s
Abandoned Vehicles	3.5	3.6	0.1
Allotments	(13.2)	(16.6)	(3.4)
Emergency Planning	64.1	95.5	31.4
Energy Initiatives	10.1	9.7	(0.4)
Environmental Enhancements	21.0	21.6	0.6
Grounds Maintenance	1,820.3	1,968.0	147.7
Parks Strategy	3.9	34.8	30.9
Planning Development Control	641.9	772.0	130.1
Planning Policy	415.9	539.0	123.1
Public Halls	(20.2)	(17.4)	2.8
Waste Recycling	(439.7)	(347.0)	92.7
Refuse Collection	1,419.6	993.2	(426.4)
Water Courses & Land Drainage	5.5	5.7	0.2
Parks Properties project	(13.7)	(19.3)	(5.6)
Environment & Sustainability Committee	3,919.0	4,042.8	123.8

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Budget Report for 23/24 & 22/23**Environment & Sustainability**

<u>Shepperton Village Hall</u>	<u>14801</u>	<u>23/24</u>	<u>22/23</u>
1002 Overtime		0.00	0.00
1011 Temporary Staff		0.00	0.00
1803 Employee related insurance		0.00	0.00
2004 General repairs		1,000.00	1,000.00
2301 Electricity		1,500.00	1,000.00
2302 Gas		3,400.00	2,200.00
2404 Business Rates		1,800.00	1,700.00
2405 Water Charges		1,400.00	400.00
2501 F&F Purchases		0.00	0.00
2601 Cleaning materials		800.00	800.00
2602 Window cleaning		100.00	100.00
4511 Telephones call charges		0.00	0.00
5903 Depn		0.00	0.00
7379 Charlton Hall		0.00	0.00
7380 Churchill Centre		0.00	0.00
7381 St Martins Hall		0.00	0.00
7382 Red Cross Hall Shepperton		0.00	0.00
7383 Shepperton Village Hall		-27,400.00	-27,400.00
		<u>-17,400.00</u>	<u>-20,200.00</u>

<u>Shepperton Village Hall</u>	<u>14803</u>	<u>23/24</u>	<u>22/23</u>
2301 Electricity		0.00	0.00
2302 Gas		0.00	0.00
2404 Business Rates		0.00	0.00
2405 Water Charges		0.00	0.00

Budget Report for 23/24 & 22/23

5903	Depn		0.00	0.00
7501	Rents		0.00	0.00
			<u>0.00</u>	<u>-20,200.00</u>
<u>Churchill Centre</u>		<u>14804</u>	<u>23/24</u>	<u>22/23</u>
5903	Depn		0.00	0.00
7501	Rents		0.00	0.00
			<u>0.00</u>	<u>0.00</u>
<u>All Recreation Grounds</u>		<u>15101</u>	<u>23/24</u>	<u>22/23</u>
2208	Playground Improvements		41,200.00	40,000.00
2301	Electricity		28,400.00	17,900.00
2302	Gas		3,400.00	3,300.00
2404	Business Rates		9,800.00	9,200.00
2405	Water Charges		27,000.00	6,800.00
4511	Telephones call charges		0.00	0.00
5903	Depn		0.00	0.00
7122	Grants and Donations		0.00	0.00
7131	Legal costs reimbursed		0.00	0.00
7301	Licences		-1,800.00	-1,800.00
7411	Football		-1,000.00	-2,300.00
7420	Fun Fairs		-4,400.00	-4,400.00
7424	Catering Concessions		0.00	0.00
7441	Lettings		0.00	0.00
7443	Filming Rights		-3,500.00	-3,500.00
7501	Rents		-15,100.00	-12,100.00
7503	Licences/ Wayleaves/ Easements		-15,000.00	-15,000.00

Budget Report for 23/24 & 22/23

7504	Rent Top Ups from RIA	0.00	0.00
7521	Fordbridge Park Rents	-8,000.00	-8,000.00
7522	Laleham Park Rents	-20,000.00	-20,000.00
7523	Lammas Recreation Licences	-6,200.00	-6,200.00
7524	Lammas Car Park	0.00	0.00
		<u>34,800.00</u>	<u>3,900.00</u>

<u>Fordbridge Park</u>	<u>15106</u>	<u>23/24</u>	<u>22/23</u>
2404	Business Rates	0.00	0.00
7501	Rents	0.00	0.00
		<u>0.00</u>	<u>0.00</u>

<u>Groveley Recreation Ground</u>	<u>15107</u>	<u>23/24</u>	<u>22/23</u>
2404	Business Rates	0.00	0.00
		<u>0.00</u>	<u>0.00</u>

<u>Laleham Park</u>	<u>15109</u>	<u>23/24</u>	<u>22/23</u>
7424	Catering Concessions	0.00	0.00
7501	Rents	0.00	0.00
		<u>0.00</u>	<u>0.00</u>

<u>Shepperton Recreation Ground</u>	<u>15113</u>	<u>23/24</u>	<u>22/23</u>
7420	Fun Fairs	0.00	0.00
		<u>0.00</u>	<u>0.00</u>

<u>Stanwell Recreation Ground</u>	<u>15115</u>	<u>23/24</u>	<u>22/23</u>
7420	Fun Fairs	0.00	0.00
		<u>0.00</u>	<u>0.00</u>

<u>Sunbury Park</u>	<u>15116</u>	<u>23/24</u>	<u>22/23</u>
2404	Business Rates	0.00	0.00

Budget Report for 23/24 & 22/23

		<u>0.00</u>	<u>0.00</u>
<u>Lammas</u>	<u>15117</u>	<u>23/24</u>	<u>22/23</u>
7151	Other Reimbursements	0.00	0.00
7503	Licences/ Wayleaves/ Easements	0.00	0.00
		<u>0.00</u>	<u>0.00</u>
<u>Staines Metropolitan Common</u>	<u>15201</u>	<u>23/24</u>	<u>22/23</u>
2201	Grounds maintained noncontract	0.00	0.00
2204	Site improvements	0.00	0.00
2206	Fences and walls	0.00	0.00
		<u>0.00</u>	<u>0.00</u>
<u>War Memorials</u>	<u>15301</u>	<u>23/24</u>	<u>22/23</u>
5903	Depn	0.00	0.00
		<u>0.00</u>	<u>0.00</u>
<u>Allotments</u>	<u>15401</u>	<u>23/24</u>	<u>22/23</u>
2201	Grounds maintained noncontract	12,700.00	12,700.00
2301	Electricity	100.00	100.00
2401	Rents	2,000.00	1,000.00
2402	Premises fees & Hire charges	0.00	0.00
2405	Water Charges	8,600.00	8,000.00
4916	Allotment competition	0.00	0.00
4979	Other Miscellaneous Expenses	1,200.00	1,200.00
5903	Depn	0.00	0.00
7151	Other Reimbursements	-500.00	-500.00
7305	Other fees - Premises	0.00	0.00
7501	Rents	-40,700.00	-35,700.00

Budget Report for 23/24 & 22/23**-16,600.00****-13,200.00**

<u>Recycling All Materials - AWC</u>		<u>20151</u>	<u>23/24</u>	<u>22/23</u>
4983	Unders/Overs		0.00	-97,700.00
5012	External Contracts		0.00	0.00
5903	Depn		0.00	0.00
7111	Recycling Credits SCC		-317,000.00	-317,000.00
			<u>-317,000.00</u>	<u>-414,700.00</u>

<u>Textiles Recycling banks</u>		<u>20155</u>	<u>23/24</u>	<u>22/23</u>
7111	Recycling Credits SCC		0.00	0.00
			<u>0.00</u>	<u>0.00</u>

<u>Green Waste Recycling</u>		<u>20156</u>	<u>23/24</u>	<u>22/23</u>
5012	External Contracts		0.00	0.00
7111	Recycling Credits SCC		0.00	0.00
			<u>0.00</u>	<u>0.00</u>

<u>School Recycling</u>		<u>20157</u>	<u>23/24</u>	<u>22/23</u>
7151	Other Reimbursements		-30,000.00	-25,000.00
			<u>-30,000.00</u>	<u>-25,000.00</u>

<u>Refuse Collection</u>		<u>20201</u>	<u>23/24</u>	<u>22/23</u>
1001	Salaries		1,174,800.00	1,023,200.00
1002	Overtime		20,000.00	20,000.00
1012	Agency Staff		131,200.00	131,200.00
1101	National Insurance		97,100.00	85,300.00
1111	Superannuation		195,900.00	170,100.00
1803	Employee related insurance		12,300.00	12,300.00

Budget Report for 23/24 & 22/23

3001	Commercial Vehicle Lease	0.00	501,000.00
3101	Commercial Vehicle Maintenance	84,900.00	84,900.00
3201	Commercial Vehicle Fuel	176,600.00	164,700.00
3301	Commercial Vehicle Tyres	0.00	0.00
3801	Hired Plant and Transport	42,600.00	42,600.00
4001	Operational Equipment purchase	2,400.00	2,400.00
4004	Operational equip mats & suppl	19,200.00	19,200.00
4201	Protective clothing	0.00	0.00
4202	Uniforms	19,200.00	19,200.00
4552	Computer Software	15,000.00	0.00
4979	Other Miscellaneous Expenses	1,000.00	1,000.00
4983	Unders/Overs	0.00	71,500.00
5003	Refuse CollectionClincialWaste	0.00	0.00
5042	Other LA Surrey County Council	50,000.00	50,000.00
5903	Depn	0.00	0.00
7151	Other Reimbursements	-46,000.00	-46,000.00
7311	Charges for services	-111,000.00	-111,000.00
7314	Refuse collection Bulky waste	-15,500.00	-15,500.00
		<u>1,869,700.00</u>	<u>2,226,100.00</u>

<u>Green Waste</u>	<u>20203</u>	<u>23/24</u>	<u>22/23</u>
7336	New Brown Waste Bins	0.00	0.00
7445	Hire of Green Waste Bin	-850,000.00	-780,000.00
		<u>-850,000.00</u>	<u>-780,000.00</u>

<u>Food Waste</u>	<u>20204</u>	<u>23/24</u>	<u>22/23</u>
3101	Commercial Vehicle Maintenance	0.00	0.00
3201	Commercial Vehicle Fuel	0.00	0.00

Budget Report for 23/24 & 22/23

7151	Other Reimbursements	0.00	0.00
		<u>0.00</u>	<u>0.00</u>
<u>DCLG Project Management</u>		<u>20205</u>	<u>23/24</u>
			<u>22/23</u>
3201	Commercial Vehicle Fuel	0.00	0.00
7151	Other Reimbursements	0.00	0.00
		<u>0.00</u>	<u>0.00</u>
<u>Textiles Service</u>		<u>20206</u>	<u>23/24</u>
			<u>22/23</u>
3001	Commercial Vehicle Lease	0.00	0.00
3201	Commercial Vehicle Fuel	0.00	0.00
7151	Other Reimbursements	-26,500.00	-26,500.00
		<u>-26,500.00</u>	<u>-26,500.00</u>
<u>Planning Policy and Implement</u>		<u>21101</u>	<u>23/24</u>
			<u>22/23</u>
1001	Salaries	365,800.00	352,600.00
1002	Overtime	400.00	400.00
1003	Committee Attendance	400.00	400.00
1101	National Insurance	40,600.00	42,100.00
1111	Superannuation	63,200.00	61,100.00
1601	Professional subscriptions	1,200.00	1,200.00
1701	Professional and CPD training	0.00	0.00
1803	Employee related insurance	1,500.00	1,500.00
3901	Public Transport	300.00	300.00
3902	Essential User Car Allowance	8,300.00	8,300.00
3905	Car Mileage Allowance	800.00	800.00
4301	Internal printing	500.00	500.00
4316	Shredding	0.00	0.00

Budget Report for 23/24 & 22/23

4401	Consultants fees	125,000.00	50,000.00
4507	Postage Envelopes	0.00	0.00
4511	Telephones call charges	200.00	200.00
4552	Computer Software	1,500.00	1,500.00
4603	Conference fees travel & subst	0.00	0.00
4701	Subscriptions General	0.00	0.00
4728	SASIG	1,900.00	1,900.00
4901	Other Advertising	1,000.00	1,000.00
4978	Insurance Excess Charge	0.00	0.00
4979	Other Miscellaneous Expenses	12,000.00	10,000.00
4983	Unders/Overs	0.00	-36,500.00
5042	Other LA Surrey County Council	0.00	0.00
7158	Contributions from CIL	-85,600.00	-81,400.00
7235	Sale of Planning Publications	0.00	0.00
7236	Charge for Photocopying	0.00	0.00
		<u>539,000.00</u>	<u>415,900.00</u>

<u>Development Control</u>	<u>21102</u>	<u>23/24</u>	<u>22/23</u>
1001	Salaries	906,200.00	838,700.00
1002	Overtime	3,000.00	3,000.00
1003	Committee Attendance	1,600.00	1,600.00
1101	National Insurance	99,700.00	98,800.00
1111	Superannuation	156,400.00	144,900.00
1209	Fire Wardens Allowance	400.00	400.00
1601	Professional subscriptions	2,600.00	2,600.00
1606	Cash Alternative to leased car	12,300.00	12,300.00
1803	Employee related insurance	3,900.00	3,900.00

Budget Report for 23/24 & 22/23

3901	Public Transport	100.00	100.00
3902	Essential User Car Allowance	16,900.00	17,100.00
3905	Car Mileage Allowance	4,200.00	4,200.00
4301	Internal printing	2,000.00	3,000.00
4312	Books & publications	8,900.00	4,000.00
4315	Microfilming	0.00	0.00
4401	Consultants fees	88,000.00	88,000.00
4406	Legal and Court Costs	25,000.00	25,000.00
4412	Land registry	1,000.00	1,000.00
4507	Postage Envelopes	6,000.00	6,000.00
4511	Telephones call charges	500.00	500.00
4516	Mobile phones	2,500.00	2,500.00
4552	Computer Software	21,000.00	25,000.00
4601	Subsistence	300.00	300.00
4603	Conference fees travel & subst	500.00	500.00
4901	Other Advertising	12,000.00	12,000.00
4983	Unders/Overs	0.00	22,400.00
7131	Legal costs reimbursed	0.00	0.00
7136	Requests for Minor Amendments	-1,000.00	-1,000.00
7137	Compliance with Condition	-2,000.00	-2,000.00
7236	Charge for Photocopying	0.00	0.00
7331	Planning Application fees	-530,000.00	-530,000.00
7334	Pre-Application Advice	-70,000.00	-70,000.00
7335	Housing Viability Advice Fees	0.00	0.00
7338	Planning Performance Agreement	0.00	-72,900.00

Budget Report for 23/24 & 22/23**772,000.00****641,900.00**

<u>Environmental Enhancements</u>	<u>21104</u>	<u>23/24</u>	<u>22/23</u>
2201	Grounds maintained noncontract	9,400.00	9,100.00
2204	Site improvements	3,200.00	3,100.00
2206	Fences and walls	4,900.00	4,800.00
2241	Community Fund	4,100.00	4,000.00
2275	Shortwood Pond Clearance	0.00	0.00
4979	Other Miscellaneous Expenses	0.00	0.00
5012	External Contracts	0.00	0.00
7006	Other Government Grants	0.00	0.00
		<u>21,600.00</u>	<u>21,000.00</u>
<u>Bridge Street Car Park</u>	<u>21106</u>	<u>23/24</u>	<u>22/23</u>
4979	Other Miscellaneous Expenses	0.00	0.00
		<u>0.00</u>	<u>0.00</u>
			<u>40,400.00</u>
<u>Riverside Car Park</u>	<u>21107</u>	<u>23/24</u>	<u>22/23</u>
4979	Other Miscellaneous Expenses	0.00	0.00
		<u>0.00</u>	<u>-134,100.00</u>
<u>Tothill Car Park/Elmsleigh IV</u>	<u>21108</u>	<u>23/24</u>	<u>22/23</u>
4979	Other Miscellaneous Expenses	0.00	0.00
		<u>0.00</u>	<u>0.00</u>
<u>Energy Conservation Initiative</u>	<u>21401</u>	<u>23/24</u>	<u>22/23</u>
4401	Consultants fees	4,300.00	4,200.00
4903	Promotions and Exhibitions	3,000.00	3,600.00
4979	Other Miscellaneous Expenses	2,400.00	2,300.00

Budget Report for 23/24 & 22/23

		<u>9,700.00</u>	<u>10,100.00</u>
<u>Street Furniture</u>	<u>26503</u>	<u>23/24</u>	<u>22/23</u>
2515 Notice Boards		0.00	0.00
		<u>0.00</u>	<u>0.00</u>
<u>Abandoned Vehicles</u>	<u>26508</u>	<u>23/24</u>	<u>22/23</u>
5012 External Contracts		3,600.00	3,500.00
		<u>3,600.00</u>	<u>3,500.00</u>
<u>Environmental Maintenance</u>	<u>26510</u>	<u>23/24</u>	<u>22/23</u>
4994 Christmas Lights		0.00	0.00
		<u>0.00</u>	<u>0.00</u>
<u>Water Courses Streams & Drains</u>	<u>26802</u>	<u>23/24</u>	<u>22/23</u>
2210 Sweeps Ditch Maintenance		3,100.00	3,000.00
4002 Operational Equipment Maint.		2,600.00	2,500.00
4979 Other Miscellaneous Expenses		0.00	0.00
		<u>5,700.00</u>	<u>5,500.00</u>
<u>L. Thames Flood Relief Scheme</u>	<u>26806</u>	<u>23/24</u>	<u>22/23</u>
4979 Other Miscellaneous Expenses		0.00	0.00
		<u>0.00</u>	<u>0.00</u>
<u>Pavilion Flat, Long Lane Rec</u>	<u>31003</u>	<u>23/24</u>	<u>22/23</u>
2001 Responsive maintenance		0.00	2,400.00
2403 Management fees		3,300.00	3,100.00
2408 Premises Insurance		0.00	100.00
4403 Valuers		0.00	300.00
7501 Rents		-12,100.00	-12,100.00

Budget Report for 23/24 & 22/23

		<u>-8,800.00</u>	<u>-6,200.00</u>
<u>Flat,Staines Park Pavillion</u>	<u>31004</u>	<u>23/24</u>	<u>22/23</u>
2001	Responsive maintenance	0.00	2,800.00
2403	Management fees	3,300.00	3,100.00
2408	Premises Insurance	0.00	100.00
4403	Valuers	0.00	300.00
7501	Rents	-13,800.00	-13,800.00
		<u>-10,500.00</u>	<u>-7,500.00</u>
<u>Emergency Planning</u>	<u>31803</u>	<u>23/24</u>	<u>22/23</u>
4001	Operational Equipment purchase	0.00	0.00
4511	Telephones call charges	100.00	100.00
4516	Mobile phones	0.00	500.00
4979	Other Miscellaneous Expenses	95,400.00	64,500.00
7151	Other Reimbursements	0.00	-1,000.00
		<u>95,500.00</u>	<u>64,100.00</u>
<u>Flower Displays</u>	<u>45401</u>	<u>23/24</u>	<u>22/23</u>
2301	Electricity	0.00	0.00
4004	Operational equip mats & suppl	0.00	0.00
5012	External Contracts	0.00	0.00
5903	Depn	0.00	0.00
7124	Sponsorship -Non VATable	0.00	0.00
7319	DSO Income from Internal Clie	0.00	0.00
		<u>0.00</u>	<u>0.00</u>
<u>Grounds Maintenance</u>	<u>45403</u>	<u>23/24</u>	<u>22/23</u>
1001	Salaries	1,178,900.00	1,083,300.00

Budget Report for 23/24 & 22/23

1002	Overtime	10,000.00	10,000.00
1011	Temporary Staff	15,000.00	15,000.00
1012	Agency Staff	12,500.00	12,500.00
1101	National Insurance	109,300.00	103,800.00
1111	Superannuation	195,500.00	179,100.00
1210	ILO allowance	600.00	0.00
1704	Operational Training	25,000.00	25,000.00
1803	Employee related insurance	8,800.00	8,800.00
2201	Grounds maintained noncontract	50,000.00	50,000.00
2202	Contract maintenance	0.00	0.00
2208	Playground Improvements	50,000.00	50,000.00
2215	Trees	0.00	0.00
2218	Playground Inspections	30,000.00	30,000.00
2219	Playground Maintenance	0.00	0.00
2231	Weed Spraying	39,000.00	39,000.00
2301	Electricity	6,600.00	2,600.00
3101	Commercial Vehicle Maintenance	30,000.00	30,000.00
3102	Vehicle Tracking	3,300.00	3,300.00
3201	Commercial Vehicle Fuel	55,200.00	35,000.00
3902	Essential User Car Allowance	2,400.00	2,400.00
3905	Car Mileage Allowance	1,000.00	1,000.00
4001	Operational Equipment purchase	25,000.00	25,000.00
4002	Operational Equipment Maint.	50,000.00	50,000.00
4003	Operational equipment leasing	40,000.00	40,000.00
4004	Operational equip mats & suppl	150,000.00	150,000.00
4201	Protective clothing	30,000.00	30,000.00

Budget Report for 23/24 & 22/23

4301	Internal printing	1,000.00	1,000.00
4417	Security services	43,000.00	37,000.00
4511	Telephones call charges	2,100.00	2,100.00
4978	Insurance Excess Charge	5,000.00	5,000.00
4979	Other Miscellaneous Expenses	15,000.00	15,000.00
5012	External Contracts	30,000.00	30,000.00
5903	Depn	0.00	0.00
7124	Sponsorship -Non VATable	-50,000.00	-50,000.00
7151	Other Reimbursements	-185,000.00	-185,000.00
7304	Collection fees	-14,300.00	-13,600.00
		<u>1,964,900.00</u>	<u>1,817,300.00</u>

Highway Verges**45404****23/24****22/23**

1001	Salaries	0.00	0.00
1002	Overtime	0.00	0.00
1011	Temporary Staff	0.00	0.00
1012	Agency Staff	0.00	0.00
1803	Employee related insurance	0.00	0.00
2231	Weed Spraying	0.00	0.00
3101	Commercial Vehicle Maintenance	0.00	0.00
3201	Commercial Vehicle Fuel	0.00	0.00
4001	Operational Equipment purchase	0.00	0.00
5012	External Contracts	0.00	0.00
7151	Other Reimbursements	0.00	0.00
7304	Collection fees	0.00	0.00
		<u>0.00</u>	<u>0.00</u>

Budget Report for 23/24 & 22/23

<u>Moorings & Lifebelts</u>	<u>45405</u>	<u>23/24</u>	<u>22/23</u>
4001 Operational Equipment purchase		3,100.00	3,000.00
		<u>3,100.00</u>	<u>3,000.00</u>
<u>Grand Total:</u>		<u>4,042,800.00</u>	<u>3,919,000.00</u>

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Fees and Charges 2023/24



Printed Date: 13/12/2022

Last modified: 13/12/2022

Report Description:

A full schedule of the fees and charges for all Council services for the coming year

Environment & Sustainability

Abandoned Vehicles

Abandoned Vehicles

Collection Fee

	2022/23 Charge	2023/24 Charge	VAT	Record
Collection And Disposal From Private Property	130.00	136.50	O	106

Miscellaneous

Collection Fee

	2022/23 Charge	2023/24 Charge	VAT	Record
Supermarket Trolleys - Collection Charge Per Trolley	80.00	84.00	S	750

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Fees and Charges

Printed Date: 13/12/2022

Last modified: 13/12/2022

Allotments

Allotments

2022/23 Charge

2023/24 Charge

VAT

Record

Rental

Gate Key Deposit	22.15	23.30	O	39
With Piped Water (Per 25.29Sq Meter Per Annum)	16.15	17.00	O	37
Without Piped Water (Per 25.29Sq Meter Per Annum)	12.80	13.40	O	38

Grounds Maintenance

Spelthorne In Bloom

2022/23 Charge **2023/24 Charge** **VAT** **Record**

Spelthorne In Bloom

a) Hanging Basket - Winter	40.00	42.00	O	962
b) Window Box - Winter	61.00	64.00	O	966
c) Hanging Basket - Summer	65.00	68.00	O	961
d) Window Box - Summer	101.00	106.00	O	965
e) Round Basket - Winter	48.00	50.00	O	1,507
f) Round Basket - Summer	72.00	76.00	O	1,508

Parks Strategy

All Recreation Grounds

2022/23 Charge

2023/24 Charge

VAT

Record

Filming Rights

Still Photography Per Hour (Price on Application)			S	142
TV Or Films (Per Day Or Part Of) (Price on Application)			S	141

Fitness & Personal Training Fees & Licences

Details of fees & charges available at www.spelthorne.gov.uk/fitnesstrainingfees			S	1,417
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Football

Adult booking (per 1/2 season)	1,117.20	1,173.10	E	1,479
Adult booking (per season, payable in 3 instalments)	2,235.50	2,347.30	E	1,478
Adult individual bookings	105.40	110.70	S	621
Junior booking (per 1/2 season) NO pavilion	379.00	398.00	E	1,483
Junior booking (per 1/2 season) with pavilion use	530.25	556.80	E	1,481
Junior booking (per season, payable in 3 instalments) NO pavilion	757.50	795.40	E	1,482
Junior booking (per season, payable in 3 instalments) with pavilion use	1,060.50	1,113.50	E	1,480
Junior individual bookings NO pavilion	35.00	36.80	S	639
Junior individual bookings with pavilion use	51.00	53.60	S	638

Funfairs

Daily Hire Charge	796.00	836.00	E	145
Deposit Against Damage	1,590.00	1,670.00	O	144

Tennis (Price on Application)

Hire of court for private coaching (per hour per court)			S	792
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Parks Strategy

All Recreation Grounds

2022/23 Charge

2023/24 Charge

VAT

Record

Usage of Parks

Hire of park for non-charity events	603.00	633.00	E	1,329
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Planning Development Control

A) Pre-Application Charges

2022/23 Charge	2023/24 Charge	VAT	Record
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a) Householder Applications - Advice (Written)

Householder advice on acceptability of a proposal	85.00	95.00	S	1,249
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b) Householder Applications - Other

Site Visit and advice on historic buildings	150.00	180.00	S	1,251
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bb) Trees

Site visit and advice on trees - development site	300.00	350.00	S	1,673
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Site visit and advice on trees - householder	100.00	110.00	S	1,250
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c) Planning Investigation/Research - Commercial Organisations Only

Investigation/ Research Requiring Both Office And Site Based Work Per Hr	250.00	300.00	S	667
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Investigation/ Research Requiring Office Based Work Only Per Hr	200.00	240.00	S	666
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d) Planning Investigation/Research - Service Fees

High Hedge Legislation	650.00	685.00	S	665
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e) Written Advice (Initial advice plus one additional response)

01) Single New Dwelling/Replacement Dwelling	295.00	310.00	S	1,303
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02) Minor Proposals - 2 - 3 dwellings)	450.00	474.00	S	780
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02b) Larger Minor Proposal (4-9 dwellings) or up to 1000 sq m commercial/other new build	900.00	948.00	S	1,672
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03) Major Proposals - 10+ dwellings or 1,000 - 2,000 sq m commercial/other new build	1,300.00	1,600.00	S	779
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04) Strategic Proposals - 50+ dwellings or +2,000 sq m commercial/other new build	2,300.00	2,800.00	S	778
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05) Dropped kerbs - confirmation whether planning permission required	65.00	68.50	S	1,322
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06) Advertisements, per advertisement	125.00	135.00	S	1,422
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07) Other Miscellaneous developments (as agreed by the Planning Development Management)	130.00	150.00	S	1,423
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Planning Development Control

A) Pre-Application Charges

f) Meetings (charge per meeting)

	2022/23 Charge	2023/24 Charge	VAT	Record
01) Single New Dwelling/Replacement Dwelling	365.00	384.00	S	1,304
02) Minor Proposal (2-3 dwellings)	600.00	650.00	S	777
02b) Large Minor Proposal (4-9 dwellings) or up to 1000 sq m commercial/other new build	1,200.00	1,265.00	S	1,671
03) Major Proposal 10 - 49 dwellings or 1,000 - 2,000 sq m commercial / other new build	1,900.00	2,200.00	S	776
05) Strategic Proposals (+50 dwellings or +2000 sq m commercial)	3,150.00	3,400.00	S	774
06) Strategic Proposals (+50 dwellings or +2000 sq m commercial) where Head of Service attends	3,450.00	3,650.00	S	775
07) Advertisements	370.00	390.00	S	1,424
08) Planning Performance Agreements for major/complex proposals (Terms to be agreed)			S	1,454

B) Planning Application Fees

a) Household Development

	2022/23 Charge	2023/24 Charge	VAT	Record
Alteration/Addition To Existing Dwelling	206.00	206.00	S	669
Alteration/Addition To Two Or More Existing Dwellings	407.00	407.00	S	670
Erection Of Outbuildings, Fences Etc Within Curtilage Of A Dwelling	206.00	206.00	S	671

b) Outline Applications

The site area does not exceed 2.5 hectares: for each 0.1 hectare of the site area	462.00	462.00	S	673
The site area exceeds 2.5 hectares (and an additional £115 for each 0.1 hectare in excess of 2.5 hectares, subject to a maximum in total of £125,000;)	11,432.00	11,432.00	S	672

c) Full Applications And Reserved Matters

Erection Of Dwellings Per Dwelling Created Up To A Max of 50 Dwellings	462.00	462.00	S	674
Where the number of dwellinghouses to be created by the development exceeds 50 (and an additional £115 for each dwellinghouse in excess of 50 up to a maximum total fee of £250,000)	22,859.00	22,859.00	S	675

Planning Development Control

B) Planning Application Fees

2022/23 Charge

2023/24 Charge

VAT

Record

d) Erection Of Buildings Other Than Dwellings, Agricultural Buildings, Glasshouses Or Plant And Machinery

No new floor space	234.00	234.00	S	680
Where floor space does not exceed 40m ²	234.00	234.00	S	678
Where the floor space created is between 40m ² and 75m ²	462.00	462.00	S	679
Where the floor space created is between 75m ² and 3750m ²	462.00	462.00	S	677
Where the floor space created is more than 3750m ² (with £115 for each additional 75m ² in excess of 3750m ² subject to a maximum fee of £250,000)	22,859.00	22,859.00	S	676

e) Erection Of Other Agricultural Buildings On Land Used For Purposes Of Agriculture (Other Than Glasshouses)

Where the gross floor space does not exceed 465m ²	96.00	96.00	S	686
Where the gross floor space exceeds 540m ² but does not exceed 4215m ² £385 for the first 540m ² and an additional £385 for each 5m ² in excess of 540m ²	462.00	462.00	S	685
Where the gross floor space exceeds 4215m ² £19,049 (and an additional £115 for each 75m ² in excess of 4215m ² up to a maximum fee of £250,000)	22,859.00	22,859.00	S	683
Where the gross floor space exceeds 465m ² but does not exceed 540m ²	462.00	462.00	S	684

f) Erection Of Glasshouses Used For Purposes In Agriculture

Where the gross floor space does not exceed 465m ²	96.00	96.00	S	681
Where the gross floor space exceeds 465m ²	2,580.00	2,580.00	S	682

g) Erection, Alteration Or Replacement Of Plant And Machinery

Where the site area does not exceed 5 hectares, £385 for each 0.1 hectare of the site area	462.00	462.00	S	688
Where the site area exceeds 5 hectares £19,049 (an additional £115 for each 0.1 hectares in excess of 5 hectares subject to a maximum of £250,000)	22,859.00	22,859.00	S	687

h) Applications other than Building Works

Car Parks, Service Roads Or Other Accesses (Existing Uses Only)	234.00	234.00	S	704
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Planning Development Control

B) Planning Application Fees

2022/23 Charge

2023/24 Charge

VAT

Record

i) Exploratory Drilling For Oil Or Natural Gas

where the site area does not exceed 7.5 hectares, £423 for each 0.1 hectare of site area	508.00	508.00	S	699
where the site area exceeds 7.5 hectares, £31,725 (with an additional £126 for each 0.1 hectares in excess of 7.5 hectares up to a maximum fee of £250,000)	38,070.00	38,070.00	S	1,273

j) Operations For Winning And Working Of Minerals

where the site area does not exceed 15 hectares, £195 for each 0.1 hectare of the site area	234.00	234.00	S	701
where the site area exceed 15 hectares, £29,112 (and an additional £115 for each 0.1 hectares in excess of 15 hectares up to a maximum of £65,000)	34,934.00	34,934.00	S	1,274

k) The carrying out of any operations not coming within any of the above categories

£195 for each 0.1 hectare of the site area, subject to a maximum of £1,690	234.00	234.00	S	703
For Non-Compliance With Conditions , Including Retention Of Temporary Building (If Not As A Revision)	234.00	234.00	S	705

l) Change Of Use Of Building To Use As One Or More Separate Dwellings - change of use is from a previous use as a single dwelling house to use as two or more single dwelling houses:

Where the change of use is to use as 50 or fewer dwelling houses £385 per new dwelling	462.00	462.00	S	1,275
where the change of use is to use as more than 50 dwelling houses, £19,049 (and an additional £115 for each dwelling house in excess of 50, up to a maximum fee of £250,000)	22,859.00	22,859.00	S	1,276

m) Change Of Use Of Building To Use As One Or More Separate Dwellings - In all other cases:

Where the change of use is to use as 50 or fewer dwelling houses £385 per new dwelling	462.00	462.00	S	1,277
where the change of use is to use as more than 50 dwelling houses, £19,049 (and an additional £115 for each dwelling house in excess of 50, up to a maximum fee of £250,000)	22,859.00	22,859.00	S	1,278

Planning Development Control

B) Planning Application Fees

2022/23 Charge

2023/24 Charge

VAT

Record

n) The use of land for: a) the disposal of refuse or waste materials; b) the deposit of material remaining after minerals have been extracted from land; or c) the storage of minerals in the open

Where the site area does not exceed 15 hectares, £195 for each 0.1 hectares of the site area	234.00	234.00	S	1,279
Where the site area exceeds 15 hectares, £29,112 (and an additional £115 for each 0.1 hectare in excess of 15 hectares, subject to a maximum fee of £65,000)	34,934.00	34,934.00	S	1,280

o) Other Changes Of Use

Other Changes Of Use (Except Waste Or Minerals)	462.00	462.00	S	710
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p) Concessionary Fees and Exemptions

01) Works To Improve The Disabled Person Access To A Public House, Or To Improve His Access, Safety, Health Or Comfort At His Dwelling House	0.00	0.00	S	689
02) Applications By Parish etc. Councils (Advertisement Applications Also) - Half the normal fee	0.00	0.00	S	690
03) Applications Required Because Of The Removal Of Permitted Development Rights By A Condition Or By Article 4 Direction	0.00	0.00	S	691
04) Playing Fields (For Sports Clubs)	462.00	462.00	S	692
05) Revised Or Fresh Application For Development Of The Same Character Or Description Within 12 Months Of Receiving Permission	0.00	0.00	S	694
06) Exemptions For Applications Following A Refusal, Withdrawn Application etc., Are Available On The Same Basis As For Planning Applications	0.00	0.00	S	723
07) Revised / Fresh Application For Development (Or Advertisement) Of Same Character Or Description Within 12 Months Of Expiry Of Statutory 8 Weeks Period Where Applicant Has Appealed To Secretary Of State On The Grounds Of Non-Determination	0.00	0.00	S	693
08) Duplicate Applications Made By The Same Applicant Within 28 Days - Normal fee for both applications	0.00	0.00	S	695
09) Alternative Applications For One Site. Highest Of Fees Applicable For Each Alternative And A Sum Equal To Half The Rest.	0.00	0.00	S	696
10) Development Crossing Planning Authority Boundaries, Requiring Several Applications - Only 1 Fee Is Paid To The Authority Having The Larger Site, But Calculated For The Whole Scheme And Subject To Special Ceiling.	0.00	0.00	S	697
11) Reserved Matters Where The Applicants Earlier Reserved Matters Applications Have Incurred Total Fees Equalling That For A Full Application For Entire Scheme	462.00	462.00	S	698

q) Applications In Relation To Permission In Principle

£402 for each 0.1 hectare of the site area	402.00	402.00	S	1,219
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Planning Development Control

B) Planning Application Fees

2022/23 Charge	2023/24 Charge	VAT	Record
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r) Advertisements

	2022/23 Charge	2023/24 Charge	VAT	Record
Advance Signs Directing The Public To A Business	132.00	132.00	S	718
Advertisements Relating To The Business On The Premises	132.00	132.00	S	717
Other Advertisements	462.00	462.00	S	719

s) Fees For Applications For Certificates Of Lawful Use Or Development

For Existing Use Or Development - The Amount That Would Be Payable In Respect Of An Application For Planning Permission			S	720
For Proposed Use or Development - Half The Amount That Would Be Payable In Respect Of An Application For Planning Permission			S	722
Lawful not to comply with any condition	234.00	234.00	S	1,428

Miscellaneous Applications

Notification of Agricultural Or Forestry Development Or Demolition Under The General Development Order	96.00	96.00	S	712
Notification of Demolition under the General Development Order	96.00	96.00	S	1,281
Notification of Telecommunication Development Under The General Development Order	462.00	462.00	S	713

u) Confirmation of Compliance with planning condition attached to Planning Permission

Application or removal or variation of a condition following grant of planning permission	234.00	234.00	S	1,429
Per Condition for a householder application	34.00	34.00	S	978
Per condition for all other types of application	116.00	116.00	S	979

v) Requests for Non Material Amendments

Householder	34.00	34.00	S	783
Others	234.00	234.00	S	782

Planning Development Control

B) Planning Application Fees

2022/23 Charge 2023/24 Charge VAT Record

w) Hazardous Substances Consent

Applications For Removal Of Conditions And Continuation Of An Existing Consent	200.00	200.00	S	716
Applications Where Twice The Controlled Quantity Of Substance Is Not Exceeded	250.00	250.00	S	714
Applications Where Twice The Controlled Quantity Of Substances Will Be Exceeded	400.00	400.00	S	715

x) Fees For Certain Applications Under The General Permitted Development Order

01) Part 4 Class CA (Provision of a temporary state-funded school on "vacant commercial land")	96.00	96.00	S	1,509
02) Part 4 Class E (temporary use of land or building for the purposes of "commercial film making")	96.00	96.00	S	1,510
03) Part 7 Class C (erection of a "collection facility" within the curtilage of a shop)	96.00	96.00	S	1,511
04) Part 14 Class J (Installation of solar panels on a non-domestic building)	96.00	96.00	S	1,512

C) Planning Miscellaneous Fees

2022/23 Charge 2023/24 Charge VAT Record

a) Photocopying Charges For Current Applications

01) A4 - First Sheet	3.60	3.80	S	654
02) A4 - Each Subsequent Sheet	1.10	1.15	S	655
03) A3 - First Sheet	4.60	4.85	S	656
04) A3 - Each Subsequent Sheet	1.30	1.37	S	657
05) A2 - First Sheet	21.00	22.13	S	658
06) A2 - Each Subsequent Sheet	3.15	3.30	S	659
07) A1 - First Sheet	21.00	22.13	S	660
08) A1 - Each Subsequent Sheet	4.20	4.40	S	661
09) A0 - First Sheet	21.00	22.13	S	662
10) A0 - Each Subsequent Sheet	5.70	6.00	S	663

b) Service Fees

Planning Decision Notice and copies of TPO's (Each)	32.00	33.70	S	651
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Planning Development Control

C) Planning Miscellaneous Fees

2022/23 Charge

2023/24 Charge

VAT

Record

c) Publicity Schedule Of Planning Proposals

By email	0.00	0.00	S	1,282
Paper Copy	110.00	116.00	S	664

Public Halls

Shepperton Hall

2022/23 Charge 2023/24 Charge VAT Record

Community Use (9am to Midnight) (Hire to local groups)

Mon-Fri 9am to 5pm per hour	21.10	22.20	E	641
Mon-Fri After 5pm per hour	22.70	23.80	E	642
Sat 9am to 6pm per hour	26.60	27.90	E	643
Sat After 6pm per hour	45.30	47.60	E	644
Sunday 9am to 10.30pm per hour	45.30	47.60	E	645

Semi Commercial Use (9am to Midnight) (Commercial firms providing a community benefit)

Mon-Fri 9am to 5pm per hour	28.50	29.95	E	1,006
Mon-Fri After 5pm per hour	31.50	33.10	E	1,016
Sat 9am to 6pm per hour	34.20	35.90	E	1,021
Sat After 6pm per hour	58.40	61.30	E	1,031
Sunday 9am to 10.30pm per hour	58.40	61.30	E	1,221

Refuse Collection

2022/23 Charge
2023/24 Charge
VAT
Record

Collection of Contaminated bins

Initial charge	215.00	226.00	O	1,675
Per Bin lift	21.00	22.00	O	1,676

Collection of contaminated waste bins

Excess waste per bin lift	21.00	22.00	O	1,677
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2022/23 Charge
2023/24 Charge
VAT
Record

Collection of contaminated communal 140ltr food textile WEEE bins

Initial charge	30.00	31.50	O	1,689
Per Bin lift	10.00	10.50	O	1,690

2022/23 Charge
2023/24 Charge
VAT
Record

Domestic

Purchase of Bins for New Development

1100 L - Plastic Recycle With Aperture	347.00	364.00	S	1,687
140L- Food Waste	64.00	67.00	S	1,674

Purchase of bins for New Developments

a) 140L - Plastic	64.00	67.00	S	793
b) 240L - Plastic	66.00	69.00	S	794
c) 660L - Plastic	285.00	299.00	S	795
d) 1100L - Plastic	339.00	356.00	S	796
e) 1100L - Metal	454.00	477.00	S	1,455

Refuse Collection

Domestic

Service Fees

	2022/23 Charge	2023/24 Charge	VAT	Record
Annual Charge for 240ltr Green Waste Bin	61.00	64.00	O	756
Annual Charge for 660ltr Green Waste Bin	159.00	167.00	O	1,314
Annual charge for emptying of 2nd & 3rd 240L garden bin	34.00	36.00	O	1,513
Annual Charge for Green Waste Sack	42.00	44.00	O	757
Bulky Items (Excess) And Other Items By Arrangement	186.00	195.00	O	755
Provision of a waste skip - on private land	274.00	288.00	S	1,312
Replacement AWC Bin	64.00	67.00	O	751
Sale of new 240ltr Green Waste Bin to new scheme members	27.00	28.00	O	1,309
Sale of second hand 240ltr Green waste bin (if available)	16.00	17.00	O	1,457

Non - Domestic

Non - Domestic Properties only, not commercial waste (charge for the emptying of each individual bin per occasion)

	2022/23 Charge	2023/24 Charge	VAT	Record
a) Rubbish 240ltr bin	12.00	12.60	O	787
b) Rubbish 660ltr bin	14.55	15.30	O	788
c) Rubbish - Large 1100ltr bin	14.55	15.30	O	937
d) Recycling 240ltr bin	4.45	4.70	O	938
e) Recycling 660ltr bin	5.55	5.85	O	939
f) Recycling - Large 1100ltr bin	6.65	7.00	O	940
g) Food Waste - up to 240ltr bin	4.50	4.75	O	1,306

Refuse Collection

Non - Domestic

2022/23 Charge

2023/24 Charge

VAT

Record

Non - Domestic Properties only, not commercial waste (disposal cost of each individual bin per occasion)

a) Rubbish 240ltr bin	1.70	1.80	O	1,458
b) Rubbish 660ltr bin	4.45	4.70	O	1,459
c) Rubbish - Large 1100ltr bin	7.75	8.15	O	1,460
d) Recycling 240ltr bin	1.25	1.30	O	1,461
e) Recycling 660ltr bin	3.35	3.50	O	1,462
f) Recycling - Large 1100ltr bin	5.55	5.85	O	1,463
g) Food Waste - up to 140ltr bin	3.35	3.55	O	1,464

Revenue Growth bids

13/12/2022

Committee	Details of Growth Bid	FTE	Statutory / Discretionary / Funding	Reason for Growth Bid	Service Area	Amount	Funding	Full / Part Year	Ongoing or one off	General	General	General	General
										Fund Net Cost 2023/24	Fund Net Cost 2024/25	Fund Net Cost 2025/26	Fund Net Cost 2026/27
E&S	Conservation Area Review			Procurement of Consultant to produce remaining conservation of the CAAfor Staines. There are 7 outstanding CAAs.Up to date CAAs help inform decision making on planning applications and enforcement actions.	Planning Policy	75,000	75,000	Full	One off	0	0	0	0
E&S	Recreation Grounds Water			Increase in costs Service delivery	Parks Strategy	20,000		Full	Ongoing	20,000	20,000	20,000	20,000
E&S	Vehicle Cab Round Management System Licence			Refuse Collection Service delivery	Refuse Collection	15,000		Full	Ongoing	15,000	15,000	15,000	15,000
E&S	Recreation Grounds Electric			Increase in costs Service delivery	Recreation Grounds	10,000		Full	Ongoing	10,000	10,000	10,000	10,000
E&S	Grounds Maintenance Security			Increase in costs Service delivery	Grounds Maintenance	6,000		Full	Ongoing	6,000	6,000	6000	6000
E&S	Grounds Maintenance Electric			Increase in costs Service delivery	Grounds Maintenance	4,000		Full	Ongoing	4,000	4,000	4,000	4,000
E&S	The Clumps Allotments			Sum awarded for compensation Community	Allotments	1,000		Full	Ongoing	1,000	1,000	1,000	1,000
E&S	Public Hall Gas			Increase in costs Service delivery	Public Halls	1,000		Full	Ongoing	1,000	1,000	1,000	1,000
E&S	Public Hall Water			Increase in costs Service delivery	Public Halls	1,000		Full	Ongoing	1,000	1,000	1,000	1,000
E&S	Public Hall Electric			Increase in costs Service delivery	Public Halls	500		Full	Ongoing	500	500	500	500
E&S	Prepare for emergency duties (Statutory requirement)			Additional costs required for preparing for emergencies	Emergency Planning	30,000		Full	Ongoing	30,000	30,000	30,000	30,000

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Savings Bids

13/12/2022

Committee	Details of Savings Offered	Explanation of proposed saving	Service Area	Amount	Full / Part Year	Ongoing or one off
E&S	Promotions and Exhibitions	Savings agreed with SM	Energy initiatives Emergency	700	Full	Ongoing
E&S	Mobile phones	Savings agreed with SM	Planning	500	Full	Ongoing
E&S	Rents	Increased income as as agreed with JT	Allotments	3,200	Full	Ongoing
E&S	Football	Decreased income as agreed with JT	Parks Strategy	- 1,300	Full	Ongoing
E&S	Rents	Increased income as as agreed with JT	Parks Strategy	3,000	Full	Ongoing
E&S	Other reimbursements	Increased income as as agreed with JT	Refuse collection	24,600	Full	Ongoing
E&S	Other reimbursents	Increased income as as agreed with JT	Waste Recycling	3,700	Full	Ongoing

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Strategic CIL Update

The Joint Committee convened on 12 December to consider two strategic bids recommended for approval by the CIL Task Group. Both bids were approved, details as follows;

- Surrey Police bid for £59,963.88 towards an Electric Public Engagement Vehicle
- NHS bid for £811,525.24 towards a programme of works to Sunbury Health Centre
 - This bid is subject to reassurance from the NHS that additional staffing & resources will be put in place to facilitate the additional 480 appointments created by the improvement works.

Currently the Strategic CIL Governance requires final decision making by the Joint Committee. As this Committee is due to dissolve in March 2023, amendments to the governance arrangements are required. A CIL Task Group took place on 15 December to discuss this matter, as well as the move from an 'ad-hoc' application process to a structured annual bidding round. A structured bidding round will allow CIL funds to replenish, as well as allow a fairer application system, and better alignment to the infrastructure requirements identified in the emerging Local Plan. Officers are working on these changes, which will be presented to the relevant committees once finalised.

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Spelthorne Borough Council Services Committees Forward Plan and Key Decisions

This Forward Plan sets out the decisions which the Service Committees expect to take over the forthcoming months, and identifies those which are **Key Decisions**.

A **Key Decision** is a decision to be taken by the Service Committee, which is either likely to result in significant expenditure or savings or to have significant effects on those living or working in an area comprising two or more wards in the Borough.

Please direct any enquiries about this Plan to CommitteeServices@spelthorne.gov.uk.

Spelthorne Borough Council

Service Committees Forward Plan and Key Decisions for 1 January 2023 to 25 May 2023

Anticipated earliest (or next) date of decision and decision maker	Matter for consideration	Key or non-Key Decision	Decision to be taken in Public or Private	Lead Officer
Environment and Sustainability Committee 10 01 2023	23/24 Budget	Non-Key Decision	Public	Paul Taylor, Chief Accountant
Environment and Sustainability Committee 10 01 2023	Feedback on 23/24 Budget Setting Process	Non-Key Decision	Public	Paul Taylor, Chief Accountant
Environment and Sustainability Committee 10 01 2023	GIF Bid - Greenfield Recreation Ground	Non-Key Decision	Public	Jilly Mowbray, Climate Change Officer
Environment and Sustainability Committee 31 01 2023	Implications of Changes to NPPF on the Local Plan	Non-Key Decision	Public	Ann Biggs, Strategic Planning Manager
Environment and Sustainability Committee 14 03 2023	Q3 Capital Monitoring Report (October-December)	Non-Key Decision	Public	Paul Taylor, Chief Accountant
Environment and Sustainability Committee 14 03 2023	Q3 Revenue Monitoring Report (October-December)	Non-Key Decision	Public	Paul Taylor, Chief Accountant

Date of decision and decision maker	Matter for consideration	Key or non-Key Decision	Decision to be taken in Public or Private	Lead Officer
Environment and Sustainability Committee 14 03 2023	Update on Climate Change Strategy	Non-Key Decision	Public	Jilly Mowbray, Climate Change Officer
Environment and Sustainability Committee 27 06 2023	Update on Climate Change Strategy	Non-Key Decision	Public	Jilly Mowbray, Climate Change Officer
Environment and Sustainability Committee	240m Boardwalk down the Eastern Bank of the River Ash Improvement Site	Non-Key Decision	Public	Andi Roy, Bio-Diversity Officer

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