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Date: 20 December 2022

## **Notice of meeting**

### **Neighbourhood Services and Enforcement Committee**

**Date:** Thursday, 5 January 2023

**Time:** 7.00 pm

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

#### **To the members of the Neighbourhood Services and Enforcement Committee**

Councillors:

R.O. Barratt (Chairman)	A. Brar	R.D. Dunn
J.R. Sexton (Vice-Chairman)	R. Chandler	A.J. Mitchell
C.F. Barnard	J.T.F. Doran	S.J. Whitmore

Substitute Members: Councillors C. Bateson, M. Beecher, J. Button, N. Islam,  
O. Rybinski and D. Saliagopoulos

*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

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**1. Apologies and Substitutes**

To receive apologies for absence and notification of substitutions.

**2. Minutes**

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To confirm the minutes of the meeting held on 06 October 2022 as a correct record.

**3. Disclosures of Interest**

To receive any disclosures of interest from members in accordance with the Members Code of Conduct.

**4. Questions from members of the Public**

The Chair, or their 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 were 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. 23/24 Budget**

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

**7. Feedback on 23/24 Budget Setting Process**

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

**8. Street Cleansing**

To consider the addition of a report on Street Cleansing to the Forward Plan

**9. Forward Plan**

**89 - 90**

To consider the Forward Plan for committee business.



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**Minutes of the Neighbourhood Services and Enforcement Committee  
6 October 2022**

**Present:**

Councillor R.O. Barratt (Chairman)

Councillors:

R. Chandler

J.T.F. Doran

S.J Whitmore

**Substitutions:** Councillors C. Bateson (In place of R.D. Dunn)

**Apologies:** Councillors C.F. Barnard

**In Attendance:** Councillors M. Beecher, Councillor D Saliagopoulos (via Microsoft Teams)

**31/21 Apologies and Substitutes**

Apologies were received from Councillor Joanne Sexton, Councillor Colin Barnard and Councillor Richard Dunn.

Councillor Chris Bateson was nominated to attend as Councillor Dunn's substitute.

Councillor Denise Saliagopoulos was nominated to attend as Councillor Sexton's substitute. She attended via Microsoft Teams but was not allowed to vote.

**32/21 Minutes**

The minutes of the meeting held on 30 June 2022 were agreed as a correct record.

**33/21 Disclosures of Interest**

There were none.

**34/21 Questions from members of the Public**

There were none.

**35/21 Ward Issues**

There were none.

**36/21 Review of Community Safety**

The Committee received a report from the Community Safety Officer which provided an update on the activities and plans of the Spelthorne Safer Stronger Partnership and outlined priorities for 2021-25. The Borough Commander for Spelthorne highlighted key areas of the report and methods, such as Dispersal Orders, used to tackle Anti-Social Behaviour.

The Committee queried the lack of visible policing in some wards and the placement of CCTV and the use of ANPR in the borough. The Borough Commander invited members to report areas of concern in their wards. The Committee also suggested the need for Youth activities to assist in the reduction of ASB, and were reassured that such programmes are already in place throughout the borough.

The Community Safety Officer gave an update on this year's Junior Citizen Event which was well attended and was supported by multiple agencies. Surrey County Council indicated they would offer a digital version to schools next year. The Community Safety Officer informed the Committee that they were still looking to put on a similar event for primary school children in the borough.

The Chairman thanked the Borough Commander for attending the meeting, and commended her for her team's role in HM Queen Elizabeth II's funeral cortege.

The Committee **resolved** to note the 2022 review of Community Safety.

**37/21 Revenue Monitoring Report (Qtr 1 April-June)**

The Committee received a revenue monitoring report related to Neighbourhood Services and Enforcement for quarter one of the financial year from the Chief Accountant. The report was presented alongside the overarching Revenue Monitoring report presented to the Corporate Policy and Resources Committee for context. He highlighted areas of challenges and savings as well as anticipated pressures due to a rise in fuel costs.

The Committee **resolved** to note the projected £616,000 overspend on revenue expenditure for the Neighbourhood Services & Enforcement Committee against its Budget as of 30 June 2022.

### **38/21 Forward Plan**

The Committee received the forward plan for future committee business.

The Committee **resolved** to note the forward plan.

### **39/21 Exclusion of Public and Press**

It was proposed by Councillor Bateson, seconded by Councillor Whitmore and **resolved** that the public and press be excluded during consideration of the following items, in accordance with paragraph 4 of schedule 12A of the Local Government Act 1972.

### **40/21 Service Plan (as part of the 23/24 Budget Process)**

The Environmental Health and Building Control Service Plan, and the Neighbourhood Services Service Plan were presented to the Committee.

The Committee were invited to ask questions and provide feedback on the service plans.

The Committee **resolved** to note the Environmental Health and Building Control Service Plan, and the Neighbourhood Services Service Plan.

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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
Building Control	164.9	(39.4)	(204.3)
Bus Station	25.7	24.9	(0.8)
Car Parks	(737.9)	(408.5)	329.4
Cemeteries	(337.4)	(327.5)	9.9
Community Safety	247.4	265.4	18.0
Depot	121.7	119.9	(1.8)
Neighbourhood Serv Mgt Support	1,400.5	1,416.1	15.6
Environmental Health Admin	1,198.8	1,238.0	39.2
Environmental Protection Act	100.8	84.4	(16.4)
Food Safety	(2.0)	(2.1)	(0.1)
Licensing	94.2	102.8	8.6
Public Conveniences	9.9	1.5	(8.4)
Rodent & Pest Control	10.9	10.8	(0.1)
SAT	179.9	165.6	(14.3)
Street Cleaning	976.5	867.9	(108.6)
Taxi Licensing	(78.1)	(82.2)	(4.1)
<b>Neighbourhood Services Committee</b>	<b>3,375.8</b>	<b>3,437.6</b>	<b>61.8</b>

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**Budget Report for 23/24 & 22/23****Neighbourhood Services**

<b><u>Environmental Health Admin</u></b>		<b><u>10101</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
1001	Salaries		905,000.00	867,100.00
1011	Temporary Staff		7,100.00	7,100.00
1101	National Insurance		99,700.00	93,700.00
1111	Superannuation		155,500.00	135,400.00
1202	First Aid Allowance		200.00	400.00
1209	Fire Wardens Allowance		400.00	600.00
1601	Professional subscriptions		1,600.00	1,600.00
1606	Cash Alternative to leased car		6,400.00	6,400.00
1803	Employee related insurance		7,600.00	7,400.00
3901	Public Transport		700.00	700.00
3902	Essential User Car Allowance		14,000.00	15,100.00
3903	Leased Cars		500.00	500.00
3905	Car Mileage Allowance		5,500.00	5,500.00
4301	Internal printing		1,200.00	2,500.00
4312	Books & publications		200.00	500.00
4401	Consultants fees		0.00	25,000.00
4406	Legal and Court Costs		1,200.00	1,200.00
4417	Security services		700.00	700.00
4501	Postage Direct charge		100.00	400.00
4507	Postage Envelopes		2,200.00	2,200.00
4511	Telephones call charges		1,200.00	1,200.00
4516	Mobile phones		1,600.00	1,600.00
4552	Computer Software		24,400.00	22,500.00
4701	Subscriptions General		800.00	800.00

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

<b>4979</b>	<b>Other Miscellaneous Expenses</b>	<b>200.00</b>	<b>200.00</b>
<b>4983</b>	<b>Unders/Overs</b>	<b>0.00</b>	<b>-1,500.00</b>
<b>7151</b>	<b>Other Reimbursements</b>	<b>0.00</b>	<b>0.00</b>
<b>7165</b>	<b>Sal Reimbursements</b>	<b>0.00</b>	<b>0.00</b>
		<b><u>1,238,000.00</u></b>	<b><u>1,198,800.00</u></b>

<b><u>Pollution Control</u></b>	<b><u>10201</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
<b>2301</b>	<b>Electricity</b>	<b>200.00</b>	<b>200.00</b>
<b>4001</b>	<b>Operational Equipment purchase</b>	<b>0.00</b>	<b>10,900.00</b>
<b>4401</b>	<b>Consultants fees</b>	<b>0.00</b>	<b>0.00</b>
<b>4422</b>	<b>Pollution Control Monitoring</b>	<b>58,900.00</b>	<b>57,200.00</b>
<b>4431</b>	<b>Pollution Control assessments</b>	<b>1,500.00</b>	<b>1,500.00</b>
<b>4436</b>	<b>Air Quality project- Schools</b>	<b>0.00</b>	<b>0.00</b>
<b>7151</b>	<b>Other Reimbursements</b>	<b>0.00</b>	<b>0.00</b>
<b>7303</b>	<b>Authorisation fees</b>	<b>-4,300.00</b>	<b>-4,000.00</b>
<b>7307</b>	<b>Contaminated Land Enquiries</b>	<b>-1,100.00</b>	<b>-1,100.00</b>
		<b><u>55,200.00</u></b>	<b><u>64,700.00</u></b>

<b><u>Noise Control</u></b>	<b><u>10202</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
<b>4001</b>	<b>Operational Equipment purchase</b>	<b>800.00</b>	<b>8,800.00</b>
<b>4002</b>	<b>Operational Equipment Maint.</b>	<b>1,000.00</b>	<b>1,000.00</b>
<b>4906</b>	<b>Traffic Surveys</b>	<b>27,400.00</b>	<b>26,300.00</b>
<b>7151</b>	<b>Other Reimbursements</b>	<b>0.00</b>	<b>0.00</b>
		<b><u>29,200.00</u></b>	<b><u>36,100.00</u></b>

<b><u>Control of Stray Dogs</u></b>	<b><u>10203</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
<b>4432</b>	<b>Kennel Costs</b>	<b>16,000.00</b>	<b>15,500.00</b>
<b>7304</b>	<b>Collection fees</b>	<b>-5,300.00</b>	<b>-5,000.00</b>

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

		<u>10,700.00</u>	<u>10,500.00</u>
<b><u>Rodent and Pest Control</u></b>	<b><u>10301</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
4435	Reimbursement PestControl Fees	100.00	400.00
5012	External Contracts	0.00	0.00
		<u>100.00</u>	<u>400.00</u>
<b><u>Food Safety Acts</u></b>	<b><u>10401</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
4006	Other Consumables	0.00	100.00
4319	Food Hygiene Handbooks etc	600.00	600.00
4421	Analysts fees	1,900.00	1,800.00
7311	Charges for services	-1,600.00	-1,500.00
7322	Provision of courses	-3,000.00	-3,000.00
		<u>-2,100.00</u>	<u>-2,000.00</u>
<b><u>Licensing</u></b>	<b><u>10701</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
1001	Salaries	176,000.00	165,000.00
1101	National Insurance	18,900.00	18,900.00
1111	Superannuation	30,600.00	28,600.00
1209	Fire Wardens Allowance	200.00	0.00
1210	ILO allowance	400.00	0.00
1803	Employee related insurance	1,200.00	1,200.00
3902	Essential User Car Allowance	4,600.00	4,600.00
3905	Car Mileage Allowance	300.00	300.00
4507	Postage Envelopes	300.00	300.00
4979	Other Miscellaneous Expenses	3,700.00	3,600.00
7301	Licences	-3,700.00	-3,500.00
7305	Other fees - Premises	-79,200.00	-75,400.00

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

<b>7309</b>	<b>Personal Licences</b>	<b>-3,700.00</b>	<b>-3,500.00</b>
<b>7317</b>	<b>HMO Licenses</b>	<b>-27,700.00</b>	<b>-27,700.00</b>
		<b><u>121,900.00</u></b>	<b><u>112,400.00</u></b>

<b><u>Gambling Act</u></b>	<b><u>10702</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
<b>7301</b>	<b>Licences</b>	<b>-19,100.00</b>	<b>-18,200.00</b>
		<b><u>-19,100.00</u></b>	<b><u>-18,200.00</u></b>

<b><u>Spelride</u></b>	<b><u>12601</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
<b>1001</b>	<b>Salaries</b>	<b>137,700.00</b>	<b>125,100.00</b>
<b>1011</b>	<b>Temporary Staff</b>	<b>13,000.00</b>	<b>13,000.00</b>
<b>1101</b>	<b>National Insurance</b>	<b>11,900.00</b>	<b>10,700.00</b>
<b>1111</b>	<b>Superannuation</b>	<b>23,900.00</b>	<b>21,500.00</b>
<b>1803</b>	<b>Employee related insurance</b>	<b>1,900.00</b>	<b>1,800.00</b>
<b>3101</b>	<b>Commercial Vehicle Maintenance</b>	<b>12,000.00</b>	<b>12,000.00</b>
<b>3201</b>	<b>Commercial Vehicle Fuel</b>	<b>19,800.00</b>	<b>18,800.00</b>
<b>3301</b>	<b>Commercial Vehicle Tyres</b>	<b>500.00</b>	<b>500.00</b>
<b>3401</b>	<b>Commercial Vehicle Road Tax</b>	<b>1,000.00</b>	<b>1,000.00</b>
<b>4979</b>	<b>Other Miscellaneous Expenses</b>	<b>16,300.00</b>	<b>15,800.00</b>
<b>4983</b>	<b>Unders/Overs</b>	<b>0.00</b>	<b>53,700.00</b>
<b>5903</b>	<b>Depn</b>	<b>0.00</b>	<b>0.00</b>
<b>7125</b>	<b>Contribution Surrey</b>	<b>-20,300.00</b>	<b>-20,300.00</b>
<b>7151</b>	<b>Other Reimbursements</b>	<b>0.00</b>	<b>0.00</b>
<b>7371</b>	<b>Spelride</b>	<b>-51,100.00</b>	<b>-72,700.00</b>
<b>7374</b>	<b>Memberships SAT</b>	<b>-1,000.00</b>	<b>-1,000.00</b>
		<b><u>165,600.00</u></b>	<b><u>179,900.00</u></b>

<b><u>All Cemeteries &amp;Burial Grounds</u></b>	<b><u>15501</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
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**Budget Report for 23/24 & 22/23**

2201	Grounds maintained noncontract	8,000.00	8,000.00
2301	Electricity	6,000.00	4,600.00
2404	Business Rates	14,600.00	16,100.00
2405	Water Charges	6,200.00	3,600.00
4552	Computer Software	2,000.00	2,000.00
4979	Other Miscellaneous Expenses	26,000.00	0.00
5903	Depn	0.00	0.00
7305	Other fees - Premises	0.00	0.00
7375	Staines (London Rd) Cemetery	-122,400.00	-116,600.00
7376	Ashford Cemetery	-93,500.00	-89,000.00
7377	Stanwell Cemetery	-22,700.00	-21,600.00
7378	Sunbury Cemetery	-151,700.00	-144,500.00
		<b><u>-327,500.00</u></b>	<b><u>-337,400.00</u></b>

<b><u>White House Garage Site</u></b>	<b><u>20302</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
2201	Grounds maintained noncontract	4,500.00	3,600.00
2301	Electricity	12,600.00	8,200.00
2302	Gas	5,200.00	5,000.00
2404	Business Rates	48,300.00	42,000.00
2405	Water Charges	3,300.00	2,200.00
2407	Environmental Services	2,100.00	2,000.00
2601	Cleaning materials	7,400.00	7,200.00
2602	Window cleaning	1,000.00	1,000.00
2604	Contract cleaning	1,000.00	1,000.00
4978	Insurance Excess Charge	0.00	15,000.00
4979	Other Miscellaneous Expenses	34,500.00	34,500.00
5903	Depn	0.00	0.00

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

<b>7501</b>	<b>Rents</b>	<b>0.00</b>	<b>0.00</b>
		<b><u>119,900.00</u></b>	<b><u>121,700.00</u></b>
<b><u>Building Control</u></b>	<b><u>21201</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
<b>1001</b>	<b>Salaries</b>	<b>249,200.00</b>	<b>233,400.00</b>
<b>1011</b>	<b>Temporary Staff</b>	<b>16,700.00</b>	<b>16,700.00</b>
<b>1026</b>	<b>Retention allowance</b>	<b>0.00</b>	<b>0.00</b>
<b>1101</b>	<b>National Insurance</b>	<b>34,900.00</b>	<b>35,000.00</b>
<b>1111</b>	<b>Superannuation</b>	<b>55,400.00</b>	<b>52,600.00</b>
<b>1207</b>	<b>Stand By allowance</b>	<b>14,000.00</b>	<b>14,000.00</b>
<b>1601</b>	<b>Professional subscriptions</b>	<b>2,000.00</b>	<b>2,000.00</b>
<b>1606</b>	<b>Cash Alternative to leased car</b>	<b>5,800.00</b>	<b>5,600.00</b>
<b>1803</b>	<b>Employee related insurance</b>	<b>3,200.00</b>	<b>3,200.00</b>
<b>3901</b>	<b>Public Transport</b>	<b>0.00</b>	<b>100.00</b>
<b>3902</b>	<b>Essential User Car Allowance</b>	<b>3,600.00</b>	<b>3,600.00</b>
<b>3905</b>	<b>Car Mileage Allowance</b>	<b>2,900.00</b>	<b>2,900.00</b>
<b>4021</b>	<b>Office Equipment Purchase</b>	<b>500.00</b>	<b>1,000.00</b>
<b>4201</b>	<b>Protective clothing</b>	<b>500.00</b>	<b>500.00</b>
<b>4301</b>	<b>Internal printing</b>	<b>500.00</b>	<b>1,000.00</b>
<b>4316</b>	<b>Shredding</b>	<b>0.00</b>	<b>100.00</b>
<b>4318</b>	<b>Technical Publications</b>	<b>300.00</b>	<b>300.00</b>
<b>4401</b>	<b>Consultants fees</b>	<b>0.00</b>	<b>0.00</b>
<b>4409</b>	<b>Quality Assurance Fees</b>	<b>0.00</b>	<b>0.00</b>
<b>4501</b>	<b>Postage Direct charge</b>	<b>0.00</b>	<b>0.00</b>
<b>4507</b>	<b>Postage Envelopes</b>	<b>200.00</b>	<b>1,400.00</b>
<b>4511</b>	<b>Telephones call charges</b>	<b>400.00</b>	<b>400.00</b>



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

<b>4516</b>	<b>Mobile phones</b>	<b>300.00</b>	<b>500.00</b>
<b>4552</b>	<b>Computer Software</b>	<b>4,100.00</b>	<b>3,600.00</b>
<b>4601</b>	<b>Subsistence</b>	<b>0.00</b>	<b>0.00</b>
<b>4903</b>	<b>Promotions and Exhibitions</b>	<b>300.00</b>	<b>600.00</b>
<b>4983</b>	<b>Unders/Overs</b>	<b>0.00</b>	<b>199,500.00</b>
<b>5012</b>	<b>External Contracts</b>	<b>2,400.00</b>	<b>2,400.00</b>
<b>7341</b>	<b>BC Full Plan Deposits</b>	<b>-75,100.00</b>	<b>-71,500.00</b>
<b>7342</b>	<b>BC FullPlan Site Inspections</b>	<b>-101,000.00</b>	<b>-96,200.00</b>
<b>7343</b>	<b>BC SDB Building Notice</b>	<b>-228,200.00</b>	<b>-217,300.00</b>
<b>7349</b>	<b>BC Gar Regulation applications</b>	<b>-12,100.00</b>	<b>-11,500.00</b>
<b>7361</b>	<b>BC Fees re Other Functions</b>	<b>-7,400.00</b>	<b>-7,000.00</b>
<b>7364</b>	<b>Research Fees</b>	<b>-10,500.00</b>	<b>-10,000.00</b>
<b>7365</b>	<b>Other functions</b>	<b>0.00</b>	<b>0.00</b>
<b>7367</b>	<b>Street Naming Fees</b>	<b>-2,300.00</b>	<b>-2,200.00</b>
		<b><u>-39,400.00</u></b>	<b><u>164,900.00</u></b>

<b><u>Environment Services Admin</u></b>	<b><u>25102</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
<b>1601</b>	<b>Professional subscriptions</b>	<b>0.00</b>	<b>0.00</b>
<b>1803</b>	<b>Employee related insurance</b>	<b>0.00</b>	<b>0.00</b>
<b>3903</b>	<b>Leased Cars</b>	<b>0.00</b>	<b>0.00</b>
<b>3905</b>	<b>Car Mileage Allowance</b>	<b>0.00</b>	<b>0.00</b>
<b>4301</b>	<b>Internal printing</b>	<b>0.00</b>	<b>0.00</b>
<b>4312</b>	<b>Books &amp; publications</b>	<b>0.00</b>	<b>0.00</b>
<b>4507</b>	<b>Postage Envelopes</b>	<b>0.00</b>	<b>0.00</b>
<b>4511</b>	<b>Telephones call charges</b>	<b>0.00</b>	<b>0.00</b>
<b>4516</b>	<b>Mobile phones</b>	<b>0.00</b>	<b>0.00</b>
<b>4979</b>	<b>Other Miscellaneous Expenses</b>	<b>0.00</b>	<b>0.00</b>

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

<b>7151</b>	<b>Other Reimbursements</b>	<b>0.00</b>	<b>0.00</b>
		<b><u>0.00</u></b>	<b><u>0.00</u></b>

<b><u>Car Park Administration</u></b>		<b><u>26601</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
<b>1001</b>	<b>Salaries</b>		<b>407,700.00</b>	<b>372,400.00</b>
<b>1101</b>	<b>National Insurance</b>		<b>39,500.00</b>	<b>37,500.00</b>
<b>1111</b>	<b>Superannuation</b>		<b>64,900.00</b>	<b>59,200.00</b>
<b>1202</b>	<b>First Aid Allowance</b>		<b>400.00</b>	<b>200.00</b>
<b>1209</b>	<b>Fire Wardens Allowance</b>		<b>200.00</b>	<b>200.00</b>
<b>1803</b>	<b>Employee related insurance</b>		<b>4,100.00</b>	<b>4,000.00</b>
<b>2261</b>	<b>Footpath Improvements</b>		<b>3,000.00</b>	<b>3,000.00</b>
<b>2301</b>	<b>Electricity</b>		<b>45,500.00</b>	<b>44,000.00</b>
<b>2404</b>	<b>Business Rates</b>		<b>4,000.00</b>	<b>2,600.00</b>
<b>2601</b>	<b>Cleaning materials</b>		<b>300.00</b>	<b>300.00</b>
<b>2602</b>	<b>Window cleaning</b>		<b>500.00</b>	<b>500.00</b>
<b>2604</b>	<b>Contract cleaning</b>		<b>8,700.00</b>	<b>8,000.00</b>
<b>3001</b>	<b>Commercial Vehicle Lease</b>		<b>0.00</b>	<b>0.00</b>
<b>3101</b>	<b>Commercial Vehicle Maintenance</b>		<b>2,000.00</b>	<b>2,000.00</b>
<b>3201</b>	<b>Commercial Vehicle Fuel</b>		<b>4,000.00</b>	<b>4,000.00</b>
<b>3301</b>	<b>Commercial Vehicle Tyres</b>		<b>500.00</b>	<b>500.00</b>
<b>3902</b>	<b>Essential User Car Allowance</b>		<b>1,200.00</b>	<b>1,200.00</b>
<b>3905</b>	<b>Car Mileage Allowance</b>		<b>3,000.00</b>	<b>3,000.00</b>
<b>4001</b>	<b>Operational Equipment purchase</b>		<b>5,000.00</b>	<b>5,000.00</b>
<b>4002</b>	<b>Operational Equipment Maint.</b>		<b>44,500.00</b>	<b>42,000.00</b>
<b>4003</b>	<b>Operational equipment leasing</b>		<b>10,200.00</b>	<b>10,200.00</b>
<b>4004</b>	<b>Operational equip mats &amp; suppl</b>		<b>10,000.00</b>	<b>10,000.00</b>

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

<b>4202</b>	<b>Uniforms</b>	<b>2,000.00</b>	<b>2,000.00</b>
<b>4301</b>	<b>Internal printing</b>	<b>1,000.00</b>	<b>1,000.00</b>
<b>4417</b>	<b>Security services</b>	<b>30,000.00</b>	<b>30,000.00</b>
<b>4507</b>	<b>Postage Envelopes</b>	<b>4,200.00</b>	<b>4,200.00</b>
<b>4511</b>	<b>Telephones call charges</b>	<b>3,800.00</b>	<b>3,800.00</b>
<b>4516</b>	<b>Mobile phones</b>	<b>2,000.00</b>	<b>2,000.00</b>
<b>4552</b>	<b>Computer Software</b>	<b>16,900.00</b>	<b>14,900.00</b>
<b>4701</b>	<b>Subscriptions General</b>	<b>3,000.00</b>	<b>3,000.00</b>
<b>4908</b>	<b>DVLA Enquiries</b>	<b>500.00</b>	<b>500.00</b>
<b>4957</b>	<b>Lines &amp; Signs</b>	<b>5,000.00</b>	<b>5,000.00</b>
<b>4958</b>	<b>Traffic Enforcement Centre</b>	<b>5,000.00</b>	<b>5,000.00</b>
<b>4973</b>	<b>Credit card charges</b>	<b>0.00</b>	<b>0.00</b>
<b>4978</b>	<b>Insurance Excess Charge</b>	<b>0.00</b>	<b>0.00</b>
<b>4979</b>	<b>Other Miscellaneous Expenses</b>	<b>10,200.00</b>	<b>10,200.00</b>
<b>4983</b>	<b>Unders/Overs</b>	<b>0.00</b>	<b>-254,000.00</b>
<b>5903</b>	<b>Depn</b>	<b>0.00</b>	<b>0.00</b>
<b>7305</b>	<b>Other fees - Premises</b>	<b>0.00</b>	<b>0.00</b>
<b>7402</b>	<b>Car Parking Pay &amp; Display</b>	<b>0.00</b>	<b>-3,000.00</b>
<b>7403</b>	<b>Car Parking Excess Charges</b>	<b>-67,000.00</b>	<b>-67,000.00</b>
<b>7405</b>	<b>Car Parking Season Tickets</b>	<b>-1,000.00</b>	<b>-1,000.00</b>
<b>7408</b>	<b>Park &amp; Phone</b>	<b>0.00</b>	<b>0.00</b>
<b>7410</b>	<b>Business Permits</b>	<b>0.00</b>	<b>0.00</b>
<b>7418</b>	<b>Crazy Golf</b>	<b>-4,000.00</b>	<b>-1,000.00</b>
		<b><u>670,800.00</u></b>	<b><u>365,400.00</u></b>

<b><u>Riverside Car Park</u></b>	<b><u>26602</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
<b>2201</b>	<b>Grounds maintained noncontract</b>	<b>0.00</b>	<b>0.00</b>

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<b>2404</b>	<b>Business Rates</b>	<b>31,200.00</b>	<b>32,300.00</b>
<b>2604</b>	<b>Contract cleaning</b>	<b>3,600.00</b>	<b>3,600.00</b>
<b>5903</b>	<b>Depn</b>	<b>0.00</b>	<b>0.00</b>
<b>7402</b>	<b>Car Parking Pay &amp; Display</b>	<b>-170,000.00</b>	<b>-170,000.00</b>
		<b><u>-135,200.00</u></b>	<b><u>-134,100.00</u></b>

<b><u>Elmsleigh Road Car Park</u></b>	<b><u>26603</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
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<b>2404</b>	<b>Business Rates</b>	<b>18,300.00</b>	<b>20,600.00</b>
<b>2604</b>	<b>Contract cleaning</b>	<b>1,200.00</b>	<b>1,200.00</b>
<b>7301</b>	<b>Licences</b>	<b>0.00</b>	<b>0.00</b>
<b>7402</b>	<b>Car Parking Pay &amp; Display</b>	<b>-50,000.00</b>	<b>-50,000.00</b>
<b>7410</b>	<b>Business Permits</b>	<b>-2,800.00</b>	<b>-2,800.00</b>
<b>7501</b>	<b>Rents</b>	<b>0.00</b>	<b>0.00</b>
		<b><u>-33,300.00</u></b>	<b><u>-31,000.00</u></b>

<b><u>Bridge Street Car Park</u></b>	<b><u>26604</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
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<b>2404</b>	<b>Business Rates</b>	<b>38,700.00</b>	<b>40,400.00</b>
<b>2412</b>	<b>Bid Levy</b>	<b>0.00</b>	<b>0.00</b>
<b>2604</b>	<b>Contract cleaning</b>	<b>0.00</b>	<b>0.00</b>
<b>5903</b>	<b>Depn</b>	<b>0.00</b>	<b>0.00</b>
<b>7402</b>	<b>Car Parking Pay &amp; Display</b>	<b>0.00</b>	<b>0.00</b>
<b>7405</b>	<b>Car Parking Season Tickets</b>	<b>0.00</b>	<b>0.00</b>
<b>7501</b>	<b>Rents</b>	<b>0.00</b>	<b>0.00</b>
		<b><u>38,700.00</u></b>	<b><u>0.00</u></b>
			<b><u>40,400.00</u></b>

<b><u>Kingston Road Car Park</u></b>	<b><u>26605</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
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<b>2201</b>	<b>Grounds maintained noncontract</b>	<b>0.00</b>	<b>0.00</b>
<b>2401</b>	<b>Rents</b>	<b>0.00</b>	<b>0.00</b>

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

<b>2404</b>	<b>Business Rates</b>	<b>41,000.00</b>	<b>45,600.00</b>
<b>2604</b>	<b>Contract cleaning</b>	<b>3,600.00</b>	<b>3,600.00</b>
<b>7402</b>	<b>Car Parking Pay &amp; Display</b>	<b>-170,000.00</b>	<b>-170,000.00</b>
<b>7405</b>	<b>Car Parking Season Tickets</b>	<b>-83,000.00</b>	<b>-83,000.00</b>
		<b><u>-208,400.00</u></b>	<b><u>-203,800.00</u></b>

<b><u>Tothill Street M/s Car Park</u></b>		<b><u>23/24</u></b>	<b><u>22/23</u></b>
<b>2201</b>	<b>Grounds maintained noncontract</b>	<b>0.00</b>	<b>0.00</b>
<b>2404</b>	<b>Business Rates</b>	<b>53,800.00</b>	<b>48,000.00</b>
<b>2604</b>	<b>Contract cleaning</b>	<b>9,000.00</b>	<b>9,000.00</b>
<b>5903</b>	<b>Depn</b>	<b>0.00</b>	<b>0.00</b>
<b>7402</b>	<b>Car Parking Pay &amp; Display</b>	<b>0.00</b>	<b>0.00</b>
<b>7404</b>	<b>Health Protection FPNotices</b>	<b>0.00</b>	<b>0.00</b>
<b>7405</b>	<b>Car Parking Season Tickets</b>	<b>0.00</b>	<b>0.00</b>
<b>7501</b>	<b>Rents</b>	<b>0.00</b>	<b>0.00</b>
		<b><u>62,800.00</u></b>	<b><u>57,000.00</u></b>

<b><u>Elmsleigh Surface Car Park</u></b>		<b><u>23/24</u></b>	<b><u>22/23</u></b>
<b>5903</b>	<b>Depn</b>	<b>0.00</b>	<b>0.00</b>
		<b><u>0.00</u></b>	<b><u>0.00</u></b>

<b><u>Elmsleigh M/S Car Park</u></b>		<b><u>23/24</u></b>	<b><u>22/23</u></b>
<b>2201</b>	<b>Grounds maintained noncontract</b>	<b>0.00</b>	<b>0.00</b>
<b>2404</b>	<b>Business Rates</b>	<b>228,000.00</b>	<b>175,400.00</b>
<b>2412</b>	<b>Bid Levy</b>	<b>2,400.00</b>	<b>2,400.00</b>
<b>2604</b>	<b>Contract cleaning</b>	<b>18,000.00</b>	<b>18,000.00</b>
<b>5903</b>	<b>Depn</b>	<b>0.00</b>	<b>0.00</b>
<b>7402</b>	<b>Car Parking Pay &amp; Display</b>	<b>-800,000.00</b>	<b>-800,000.00</b>

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

<b>7405</b>	<b>Car Parking Season Tickets</b>	<b>-62,500.00</b>	<b>-43,500.00</b>
<b>7406</b>	<b>Disabled CarParkSeasonTickets</b>	<b>-2,000.00</b>	<b>-2,000.00</b>
<b>7501</b>	<b>Rents</b>	<b>-500.00</b>	<b>-500.00</b>
<b>7509</b>	<b>Commission received</b>	<b>-1,500.00</b>	<b>-1,500.00</b>
<b>7519</b>	<b>Mr Ivanov: Car Wash Rents</b>	<b>0.00</b>	<b>-19,000.00</b>
		<b><u>-618,100.00</u></b>	<b><u>-670,700.00</u></b>

<b><u>Riverside Extension Car Park</u></b>	<b><u>26609</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
<b>2403</b>	<b>Management fees</b>	<b>15,000.00</b>	<b>15,000.00</b>
<b>2404</b>	<b>Business Rates</b>	<b>21,200.00</b>	<b>22,200.00</b>
<b>7402</b>	<b>Car Parking Pay &amp; Display</b>	<b>-500.00</b>	<b>-500.00</b>
<b>7501</b>	<b>Rents</b>	<b>-33,000.00</b>	<b>-33,000.00</b>
		<b><u>2,700.00</u></b>	<b><u>3,700.00</u></b>

<b><u>South Street Car Park</u></b>	<b><u>26611</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
<b>2404</b>	<b>Business Rates</b>	<b>2,100.00</b>	<b>2,000.00</b>
<b>7402</b>	<b>Car Parking Pay &amp; Display</b>	<b>0.00</b>	<b>0.00</b>
<b>7410</b>	<b>Business Permits</b>	<b>0.00</b>	<b>0.00</b>
<b>7501</b>	<b>Rents</b>	<b>0.00</b>	<b>0.00</b>
		<b><u>2,100.00</u></b>	<b><u>2,000.00</u></b>

<b><u>Church Street Ashford Car Park</u></b>	<b><u>26612</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
<b>2404</b>	<b>Business Rates</b>	<b>0.00</b>	<b>4,400.00</b>
<b>5903</b>	<b>Depn</b>	<b>0.00</b>	<b>0.00</b>
		<b><u>0.00</u></b>	<b><u>4,400.00</u></b>

<b><u>Stanwell Car Park</u></b>	<b><u>26613</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
<b>2404</b>	<b>Business Rates</b>	<b>0.00</b>	<b>0.00</b>
<b>2604</b>	<b>Contract cleaning</b>	<b>0.00</b>	<b>0.00</b>

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		<u>0.00</u>	<u>0.00</u>
<b><u>Laleham Car Park</u></b>	<b><u>26614</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
2404 Business Rates		0.00	3,800.00
		<u>0.00</u>	<u>3,800.00</u>
<b><u>Sunbury Car Park</u></b>	<b><u>26615</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
2404 Business Rates		0.00	4,800.00
2604 Contract cleaning		500.00	500.00
		<u>500.00</u>	<u>5,300.00</u>
<b><u>Other Misc Small Car Park's</u></b>	<b><u>26617</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
2404 Business Rates		5,500.00	3,800.00
7407 Residents Parking		-3,500.00	-3,500.00
7410 Business Permits		-2,000.00	-2,000.00
		<u>0.00</u>	<u>-1,700.00</u>
<b><u>The Lammas</u></b>	<b><u>26618</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
7402 Car Parking Pay & Display		-30,000.00	-30,000.00
		<u>-30,000.00</u>	<u>-30,000.00</u>
<b><u>Riverside-Laleham</u></b>	<b><u>26619</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
2201 Grounds maintained noncontract		0.00	0.00
2404 Business Rates		0.00	3,600.00
2604 Contract cleaning		1,200.00	1,200.00
7402 Car Parking Pay & Display		-17,500.00	-17,500.00
		<u>-16,300.00</u>	<u>-12,700.00</u>
<b><u>Ashford Car Park</u></b>	<b><u>26621</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
2201 Grounds maintained noncontract		0.00	0.00
2404 Business Rates		43,900.00	30,700.00

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2604	Contract cleaning	2,900.00	2,900.00
7402	Car Parking Pay & Display	-25,000.00	-25,000.00
7405	Car Parking Season Tickets	-5,000.00	-5,000.00
7501	Rents	0.00	0.00
		<b><u>16,800.00</u></b>	<b><u>3,600.00</u></b>

<b><u>Dumsey Meadow C/P Laleham</u></b>	<b><u>26622</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
2404	Business Rates	1,000.00	1,000.00
7402	Car Parking Pay & Display	-4,500.00	-4,500.00
		<b><u>-3,500.00</u></b>	<b><u>-3,500.00</u></b>

<b><u>Manor Park C/P Shepperton</u></b>	<b><u>26623</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
2404	Business Rates	4,300.00	4,300.00
7402	Car Parking Pay & Display	-4,000.00	-4,000.00
		<b><u>300.00</u></b>	<b><u>300.00</u></b>

<b><u>Old Bathing Stn C/P Sunbury</u></b>	<b><u>26624</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
2404	Business Rates	4,000.00	4,000.00
7402	Car Parking Pay & Display	-1,000.00	-1,000.00
		<b><u>3,000.00</u></b>	<b><u>3,000.00</u></b>

<b><u>Thames Street C/P Sunbury</u></b>	<b><u>26625</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
2404	Business Rates	4,800.00	26,500.00
7402	Car Parking Pay & Display	-6,000.00	-6,000.00
		<b><u>-1,200.00</u></b>	<b><u>20,500.00</u></b>

<b><u>SVH Car Park</u></b>	<b><u>26626</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
7402	Car Parking Pay & Display	-4,000.00	-4,000.00
		<b><u>-4,000.00</u></b>	<b><u>-4,000.00</u></b>



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

<b><u>Laleham Broadway Car Park</u></b>		<b><u>26627</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
2404	Business Rates		3,800.00	0.00
7402	Car Parking Pay & Display		-4,000.00	-4,000.00
			<b><u>-200.00</u></b>	<b><u>-4,000.00</u></b>
 <b><u>Green Street Car Park</u></b>		<b><u>26628</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
7402	Car Parking Pay & Display		-2,500.00	-2,500.00
			<b><u>-2,500.00</u></b>	<b><u>-2,500.00</u></b>
 <b><u>Walled Garden Car Park</u></b>		<b><u>26629</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
2404	Business Rates		3,500.00	2,900.00
7402	Car Parking Pay & Display		-13,000.00	-13,000.00
			<b><u>-9,500.00</u></b>	<b><u>-10,100.00</u></b>
 <b><u>Orchard Meadow Car Park</u></b>		<b><u>26630</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
2404	Business Rates		7,500.00	7,500.00
7402	Car Parking Pay & Display		-10,000.00	-10,000.00
			<b><u>-2,500.00</u></b>	<b><u>-2,500.00</u></b>
 <b><u>George Street</u></b>		<b><u>26631</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
7422	Vistors Permits		-200.00	-200.00
7423	Residents Permits		-1,800.00	-1,000.00
			<b><u>-2,000.00</u></b>	<b><u>-1,200.00</u></b>
 <b><u>Lammas Close</u></b>		<b><u>26632</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
7423	Residents Permits		-300.00	-300.00
			<b><u>-300.00</u></b>	<b><u>-300.00</u></b>
 <b><u>Moormede Estate</u></b>		<b><u>26633</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
7422	Vistors Permits		-400.00	-400.00
7423	Residents Permits		-5,000.00	-5,000.00

**Budget Report for 23/24 & 22/23****-5,400.00****-5,400.00**

<b><u>Prospect Place</u></b>	<b><u>26635</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
7422 Vistors Permits		-100.00	-100.00
7423 Residents Permits		-700.00	-700.00
		<b><u>-800.00</u></b>	<b><u>-800.00</u></b>
<b><u>Church St &amp; Island Close</u></b>	<b><u>26636</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
7422 Vistors Permits		-1,000.00	-1,000.00
7423 Residents Permits		-3,000.00	-3,000.00
		<b><u>-4,000.00</u></b>	<b><u>-4,000.00</u></b>
<b><u>Horton Road</u></b>	<b><u>26637</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
7423 Residents Permits		-200.00	0.00
		<b><u>-200.00</u></b>	<b><u>0.00</u></b>
<b><u>Silverdale Court -Leacroft</u></b>	<b><u>26638</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
7423 Residents Permits		-200.00	0.00
		<b><u>-200.00</u></b>	<b><u>0.00</u></b>
<b><u>Victoria Road/Moor Lane</u></b>	<b><u>26639</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
7422 Vistors Permits		-100.00	0.00
7423 Residents Permits		-3,500.00	0.00
		<b><u>-3,600.00</u></b>	<b><u>0.00</u></b>
<b><u>DPE</u></b>	<b><u>26698</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
2401 Rents		0.00	0.00
3201 Commercial Vehicle Fuel		0.00	0.00
4003 Operational equipment leasing		0.00	0.00
4202 Uniforms		0.00	0.00
4303 Specialised printing		0.00	0.00

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

4406	Legal and Court Costs	0.00	0.00
4507	Postage Envelopes	0.00	0.00
4552	Computer Software	0.00	0.00
4908	DVLA Enquiries	0.00	0.00
4910	GDPR Expenses	0.00	0.00
4957	Lines & Signs	0.00	0.00
5042	Other LA Surrey County Council	123,000.00	123,000.00
7151	Other Reimbursements	-123,000.00	-123,000.00
7403	Car Parking Excess Charges	-125,000.00	-125,000.00
		<b><u>-125,000.00</u></b>	<b><u>-125,000.00</u></b>

<b><u>APC</u></b>	<b><u>26702</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
2301	Electricity	1,000.00	1,000.00
2404	Business Rates	0.00	8,400.00
2405	Water Charges	500.00	500.00
4003	Operational equipment leasing	0.00	0.00
4511	Telephones call charges	0.00	0.00
4891	Public Toilet Facilities	0.00	0.00
4979	Other Miscellaneous Expenses	0.00	0.00
5903	Depn	0.00	0.00
		<b><u>1,500.00</u></b>	<b><u>9,900.00</u></b>

<b><u>Shepperton High Street PCs</u></b>	<b><u>26704</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
2404	Business Rates	0.00	0.00
		<b><u>0.00</u></b>	<b><u>0.00</u></b>

<b><u>Shepperton Lock Towpath PCs</u></b>	<b><u>26705</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
2404	Business Rates	0.00	0.00

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

<b>5903</b>	<b>Depn</b>	<b>0.00</b>	<b>0.00</b>
		<b><u>0.00</u></b>	<b><u>0.00</u></b>
<b><u>Staines Bus Terminal</u></b>	<b><u>26901</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
<b>2216</b>	<b>Hard Surfaces</b>	<b>2,400.00</b>	<b>2,400.00</b>
<b>2404</b>	<b>Business Rates</b>	<b>19,800.00</b>	<b>20,600.00</b>
<b>2405</b>	<b>Water Charges</b>	<b>0.00</b>	<b>0.00</b>
<b>2412</b>	<b>Bid Levy</b>	<b>300.00</b>	<b>300.00</b>
<b>2604</b>	<b>Contract cleaning</b>	<b>2,400.00</b>	<b>2,400.00</b>
		<b><u>24,900.00</u></b>	<b><u>25,700.00</u></b>
<b><u>Neighbourhood Serv Mgt Support</u></b>	<b><u>30201</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
<b>1001</b>	<b>Salaries</b>	<b>951,100.00</b>	<b>951,900.00</b>
<b>1002</b>	<b>Overtime</b>	<b>31,400.00</b>	<b>31,400.00</b>
<b>1101</b>	<b>National Insurance</b>	<b>101,600.00</b>	<b>106,000.00</b>
<b>1111</b>	<b>Superannuation</b>	<b>158,500.00</b>	<b>155,100.00</b>
<b>1202</b>	<b>First Aid Allowance</b>	<b>600.00</b>	<b>400.00</b>
<b>1209</b>	<b>Fire Wardens Allowance</b>	<b>600.00</b>	<b>400.00</b>
<b>1212</b>	<b>Additional allowance</b>	<b>3,000.00</b>	<b>3,000.00</b>
<b>1601</b>	<b>Professional subscriptions</b>	<b>1,200.00</b>	<b>1,200.00</b>
<b>1606</b>	<b>Cash Alternative to leased car</b>	<b>5,200.00</b>	<b>5,100.00</b>
<b>1803</b>	<b>Employee related insurance</b>	<b>10,100.00</b>	<b>9,800.00</b>
<b>2205</b>	<b>Gritting of Car Parks</b>	<b>5,000.00</b>	<b>5,000.00</b>
<b>3001</b>	<b>Commercial Vehicle Lease</b>	<b>0.00</b>	<b>0.00</b>
<b>3101</b>	<b>Commercial Vehicle Maintenance</b>	<b>0.00</b>	<b>0.00</b>
<b>3201</b>	<b>Commercial Vehicle Fuel</b>	<b>500.00</b>	<b>500.00</b>
<b>3902</b>	<b>Essential User Car Allowance</b>	<b>10,000.00</b>	<b>11,600.00</b>
<b>3903</b>	<b>Leased Cars</b>	<b>0.00</b>	<b>0.00</b>

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

3905	Car Mileage Allowance	5,500.00	5,500.00
4001	Operational Equipment purchase	8,400.00	8,400.00
4023	Office Equipment Maintenance	1,200.00	1,200.00
4202	Uniforms	500.00	500.00
4301	Internal printing	15,500.00	15,500.00
4312	Books & publications	1,700.00	1,700.00
4406	Legal and Court Costs	20,000.00	20,000.00
4443	Police checks	600.00	600.00
4507	Postage Envelopes	6,900.00	6,900.00
4511	Telephones call charges	2,300.00	2,300.00
4516	Mobile phones	5,200.00	5,200.00
4905	Marketing	31,600.00	31,600.00
4978	Insurance Excess Charge	18,800.00	0.00
4979	Other Miscellaneous Expenses	22,300.00	22,300.00
5044	Surrey police-PCSO	0.00	0.00
7151	Other Reimbursements	0.00	0.00
7409	Streetscene Penalty Notices	-3,200.00	-3,000.00
		<b><u>1,416,100.00</u></b>	<b><u>1,400,500.00</u></b>

<b><u>Staisafe</u></b>	<b><u>31104</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
1803	Employee related insurance	0.00	0.00
4511	Telephones call charges	0.00	0.00
4516	Mobile phones	0.00	0.00
7447	Shopsafe	0.00	0.00
		<b><u>0.00</u></b>	<b><u>0.00</u></b>

<b><u>Community Safety CCTV</u></b>	<b><u>31201</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
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**Budget Report for 23/24 & 22/23**

<b>2301</b>	<b>Electricity</b>	<b>9,300.00</b>	<b>5,800.00</b>
<b>4512</b>	<b>Telephone Maintenance</b>	<b>18,000.00</b>	<b>18,000.00</b>
<b>4979</b>	<b>Other Miscellaneous Expenses</b>	<b>0.00</b>	<b>0.00</b>
<b>5041</b>	<b>Other LA Runnymede BC</b>	<b>132,300.00</b>	<b>120,700.00</b>
<b>5903</b>	<b>Depn</b>	<b>0.00</b>	<b>0.00</b>
		<b><u>159,600.00</u></b>	<b><u>144,500.00</u></b>

<b><u>Community Safety Officer</u></b>	<b><u>31202</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
<b>1001</b>	<b>Salaries</b>	<b>58,800.00</b>	<b>55,600.00</b>
<b>1101</b>	<b>National Insurance</b>	<b>5,700.00</b>	<b>5,800.00</b>
<b>1111</b>	<b>Superannuation</b>	<b>10,200.00</b>	<b>9,700.00</b>
<b>1209</b>	<b>Fire Wardens Allowance</b>	<b>200.00</b>	<b>200.00</b>
<b>1601</b>	<b>Professional subscriptions</b>	<b>500.00</b>	<b>500.00</b>
<b>1803</b>	<b>Employee related insurance</b>	<b>600.00</b>	<b>600.00</b>
<b>3905</b>	<b>Car Mileage Allowance</b>	<b>400.00</b>	<b>800.00</b>
<b>4301</b>	<b>Internal printing</b>	<b>400.00</b>	<b>400.00</b>
<b>4312</b>	<b>Books &amp; publications</b>	<b>0.00</b>	<b>0.00</b>
<b>4316</b>	<b>Shredding</b>	<b>0.00</b>	<b>0.00</b>
<b>4412</b>	<b>Land registry</b>	<b>900.00</b>	<b>900.00</b>
<b>4507</b>	<b>Postage Envelopes</b>	<b>0.00</b>	<b>0.00</b>
<b>4511</b>	<b>Telephones call charges</b>	<b>0.00</b>	<b>100.00</b>
<b>4516</b>	<b>Mobile phones</b>	<b>300.00</b>	<b>300.00</b>
<b>4603</b>	<b>Conference fees travel &amp; subst</b>	<b>0.00</b>	<b>0.00</b>
<b>4803</b>	<b>Other Grants</b>	<b>10,000.00</b>	<b>10,000.00</b>
<b>4979</b>	<b>Other Miscellaneous Expenses</b>	<b>3,000.00</b>	<b>3,000.00</b>
<b>7151</b>	<b>Other Reimbursements</b>	<b>0.00</b>	<b>0.00</b>

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

		<b><u>91,000.00</u></b>	<b><u>88,100.00</u></b>
<b><u>Mobile CCTV Units</u></b>	<b><u>31203</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
4803 Other Grants		14,800.00	14,800.00
		<b><u>14,800.00</u></b>	<b><u>14,800.00</u></b>
<b><u>Enforcement Project</u></b>	<b><u>31204</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
1001 Salaries		0.00	0.00
1002 Overtime		0.00	0.00
1101 National Insurance		0.00	0.00
1111 Superannuation		0.00	0.00
4202 Uniforms		0.00	0.00
4516 Mobile phones		0.00	0.00
4979 Other Miscellaneous Expenses		0.00	0.00
		<b><u>0.00</u></b>	<b><u>0.00</u></b>
<b><u>Taxi Licensing</u></b>	<b><u>31807</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
4008 Taxi Licence/Driver Badge Sys		1,000.00	1,000.00
4301 Internal printing		0.00	100.00
4443 Police checks		2,300.00	2,200.00
7301 Licences		-85,500.00	-81,400.00
		<b><u>-82,200.00</u></b>	<b><u>-78,100.00</u></b>
<b><u>Contribution to CDRP</u></b>	<b><u>31901</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
4803 Other Grants		0.00	0.00
		<b><u>0.00</u></b>	<b><u>0.00</u></b>
<b><u>Internal Street Cleaning DSO</u></b>	<b><u>45301</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
1001 Salaries		509,100.00	464,800.00
1002 Overtime		85,200.00	85,200.00

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

1011	Temporary Staff	20,000.00	20,000.00
1101	National Insurance	46,500.00	43,200.00
1111	Superannuation	87,400.00	80,100.00
1803	Employee related insurance	6,100.00	6,100.00
2512	Street Nameplates	4,200.00	4,200.00
2513	Wayside seats	1,200.00	1,200.00
2514	Litter Bins	9,000.00	9,000.00
3001	Commercial Vehicle Lease	0.00	158,000.00
3101	Commercial Vehicle Maintenance	36,000.00	31,200.00
3201	Commercial Vehicle Fuel	74,300.00	69,500.00
3301	Commercial Vehicle Tyres	0.00	4,800.00
3401	Commercial Vehicle Road Tax	2,000.00	2,000.00
4004	Operational equip mats & suppl	34,600.00	34,600.00
4983	Unders/Overs	0.00	10,300.00
5903	Depn	0.00	0.00
7319	DSO Income from Internal Clie	-47,700.00	-47,700.00
		<b><u>867,900.00</u></b>	<b><u>976,500.00</u></b>

<b><u>Nursery</u></b>	<b><u>45402</u></b>	<b><u>23/24</u></b>	<b><u>22/23</u></b>
2301	Electricity	0.00	0.00
		<b><u>0.00</u></b>	<b><u>0.00</u></b>

<b><u>Grand Total:</u></b>	<b><u>3,437,600.00</u></b>	<b><u>3,375,800.00</u></b>
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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

## Neighbourhood Services

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### Building Control

### Building Control

### Building Control

	2022/23 Charge	2023/24 Charge	VAT	Record
Sale Of Approval Notices	24.00	26.00	S	357

### Building Control Research

Additional Copies of Documents/Notices	30.00	32.00	S	360
Historical Research Per Hr (Inc 4 Copies)	75.00	80.00	S	359

Building Control

Building Control

2022/23 Charge 2023/24 Charge VAT Record

Charges For Certain Small Buildings And Extensions - Additional Charge (Non Part P Electrician)

01 Extensions Under 10m2 (single storey)	300.00	323.00	S	1,074
02 Extensions 10m2 - 40m2 (single storey)	300.00	323.00	S	1,075
03 Extensions 40m2 - 100m2 (single storey)	300.00	323.00	S	1,076
04 Two storey extension not exceeding 40m2	300.00	323.00	S	1,077
05 Two storey extension 40m2 - 100m2	300.00	323.00	S	1,078
06 Two storey extension 100m2 to 200m2	300.00	323.00	S	1,080
07 Loft conversion without dormers (max 60m2)	300.00	323.00	S	1,081
08 Loft conversion that includes a dormer or changes to roof line (max 60m2)	300.00	323.00	S	1,082
09 Erection or extension of a non exempt domestic detached garage or carport up to 100m2	300.00	323.00	S	1,083
10 Erection of a single storey domestic garage extension or carport up to 100m2	300.00	323.00	S	1,084
11 Conversion of a domestic garage to habitable rooms (max 40m2)	300.00	323.00	S	1,085
12 Alterations to extend or create a basement up to 100m2	300.00	323.00	S	1,086

Charges For Certain Small Buildings And Extensions - Building Notice Charge (Note 1)

00 No Fee Required i.e. Cavity Wall	0.00	0.00	S	227
01 Extensions Under 10m2 (single storey)	704.00	757.00	S	228
02 Extensions 10m2 - 40m2 (single storey)	1,019.00	1,095.00	S	229
03 Extensions 40m2 - 100m2 (single storey)	1,197.00	1,287.00	S	230
04 Two storey extension not exceeding 40m2	1,197.00	1,287.00	S	231
05 Two storey extension 40m2 - 100m2	1,515.00	1,629.00	S	232
06 Two storey extension 100m2 to 200m2	1,796.00	1,931.00	S	1,046
07 Loft conversion without dormers (max 60m2)	841.00	904.00	S	1,047
08 Loft conversion that includes a dormer or changes to roof line (max 60m2)	997.00	1,072.00	S	1,048
09 Erection or extension of a non exempt domestic detached garage or carport up to 100m2	558.00	600.00	S	1,049
10 Erection of a single storey domestic garage extension or carport up to 100m2	662.00	712.00	S	1,050
11 Conversion of a domestic garage to habitable rooms (max 40m2)	784.00	843.00	S	1,051
12 Alterations to extend or create a basement up to 100m2	1,535.00	1,650.00	S	1,052

Building Control

Building Control

2022/23 Charge    2023/24 Charge    VAT    Record

Charges For Certain Small Buildings And Extensions - Inspection Charge

00 No Fee Required i.e. Cavity Wall	0.00	0.00	S	220
01 Extensions Under 10m2 (single storey)	504.00	557.00	S	221
02 Extensions 10m2 - 40m2 (single storey)	719.00	795.00	S	222
03 Extensions 40m2 - 100m2 (single storey)	897.00	987.00	S	223
04 Two storey extension not exceeding 40m2	897.00	987.00	S	224
05 Two storey extension 40m2 - 100m2	1,215.00	1,329.00	S	225
06 Two storey extension 100m2 to 200m2	1,496.00	1,631.00	S	1,053
07 Loft conversion without dormers (max 60m2)	541.00	604.00	S	1,054
08 Loft conversion that includes a dormer or changes to roof line (max 60m2)	697.00	772.00	S	1,055
09 Erection or extension of a non exempt domestic detached garage or carport up to 100m2	358.00	400.00	S	1,056
10 Erection of a single storey domestic garage extension or carport up to 100m2	462.00	512.00	S	1,057
11 Conversion of a domestic garage to habitable rooms (max 40m2)	484.00	543.00	S	1,058
12 Alterations to extend or create a basement up to 100m2	1,235.00	1,350.00	S	1,059

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Building Control

Building Control

2022/23 Charge    2023/24 Charge    VAT    Record

Charges For Certain Small Buildings And Extensions - Plan Charge

00 No Fee Required i.e. Cavity Wall	0.00	0.00	S	213
01 Extensions Under 10m2 (single storey)	200.00	200.00	S	214
02 Extensions 10m2 - 40m2 (single storey)	300.00	300.00	S	215
03 Extensions 40m2 - 100m2 (single storey)	300.00	300.00	S	216
04 Two storey extension not exceeding 40m2	300.00	300.00	S	217
05 Two storey extension 40m2 - 100m2	300.00	300.00	S	218
06 Two storey extension 100m2 to 200m2	300.00	300.00	S	1,060
07 Loft conversion without dormers (max 60m2)	300.00	300.00	S	1,061
08 Loft conversion that includes a dormer or changes to roof line (max 60m2)	300.00	300.00	S	1,062
09 Erection or extension of a non exempt domestic detached garage or carport up to 100m2	200.00	200.00	S	1,063
10 Erection of a single storey domestic garage extension or carport up to 100m2	200.00	200.00	S	1,064
11 Conversion of a domestic garage to habitable rooms (max 40m2)	200.00	300.00	S	1,065
12 Alterations to extend or create a basement up to 100m2	300.00	300.00	S	1,066

Building Control

Building Control

2022/23 Charge 2023/24 Charge VAT Record

Charges For Certain Small Buildings And Extensions - Regularisations (Note 2)

00 No Fee Required i.e. Cavity Wall	0.00	0.00	O	234
01 Extensions Under 10m2 (single Storey)	880.00	946.00	O	235
02 Extensions 10m2 - 40m2 (single Storey)	1,274.00	1,370.00	O	236
03 Extensions 40m2 - 100m2 (single storey)	1,497.00	1,609.00	O	237
04 Two storey extension not exceeding 40m2	1,497.00	1,609.00	O	238
05 Two storey extension 40m2 - 100m2	1,893.00	2,035.00	O	239
06 Two storey extension 100m2 to 200m2	2,245.00	2,413.00	O	1,067
07 Loft conversion without dormers (max 60m2)	1,052.00	1,131.00	O	1,068
08 Loft conversion that includes a dormer or changes to roof line (max 60m2)	1,246.00	1,339.00	O	1,069
09 Erection or extension of a non exempt domestic detached garage or carport up to 100m2	697.00	749.00	O	1,070
10 Erection of a single storey domestic garage extension or carport up to 100m2	827.00	889.00	O	1,071
11 Conversion of a domestic garage to habitable rooms (max 40m2)	980.00	1,054.00	O	1,072
12 Alterations to extend or create a basement up to 100m2	1,918.00	2,062.00	O	1,073

Street Numbering & Re-Numbering

a) Renaming Property Per Property	63.00	68.00	O	367
b) Single Property	102.00	110.00	O	363
c) 2-5 Properties	144.00	155.00	O	364
d) 6-10 Properties	203.00	218.00	O	365
e) 11 Plus Properties (£100 plus an additional £2 per property up to a max of £300)	203.00	218.00	O	366

Domestic Alterations to a Single Building - Building Notice Charge

2022/23 Charge 2023/24 Charge VAT Record

Electrical work (non competent persons scheme)

Any electrical work	423.00	455.00	S	1,115
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Building Control

Domestic Alterations to a Single Building - Building Notice Charge

Internal alterations, installation of fittings (not electrical) and/or structural alterations

	2022/23 Charge	2023/24 Charge	VAT	Record
01 Estimated cost less than £5,000	456.00	490.00	S	1,109
02 Estimated cost exceeding £5,000 and up to £25,000	717.00	771.00	S	1,110
03 Estimated cost exceeding £25,001 and up to £50,000	939.00	1,009.00	S	1,111
04 Estimated cost exceeding £50,001 and up to £75,000	1,459.00	1,568.00	S	1,112

Renovation of thermal element

Renovation of thermal element to a single dwelling	456.00	490.00	S	1,108
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Underpinning

Underpinning (POA)	0.00	0.00	S	1,107
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Window replacement (non competent persons scheme)

Per installation over 20 windows	379.00	407.00	S	1,114
Per installation up to 20 windows	259.00	278.00	S	1,113

Domestic Alterations to a Single Building - Inspection Charge

Electrical work (non competent persons scheme)

Any electrical work (Inc in Plan Charge)	0.00	0.00	S	1,105
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Internal alterations, installation of fittings (not electrical) and/or structural alterations

01 Estimated cost less than £5,000 (Inc in Plan Charge)	0.00	0.00	S	1,099
02 Estimated cost exceeding £5,000 and up to £25,000 (Inc in Plan Charge)	417.00	471.00	S	1,100
03 Estimated cost exceeding £25,001 and up to £50,000	639.00	709.00	S	1,101
04 Estimated cost exceeding £50,001 and up to £75,000	1,159.00	1,268.00	S	1,102

Building Control

Domestic Alterations to a Single Building - Inspection Charge

2022/23 Charge	2023/24 Charge	VAT	Record
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Renovation of thermal element

Renovation of thermal element to a single dwelling (Inc in Plan Charge)	0.00	0.00	S	1,098
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Underpinning

Underpinning (Price on Application)	0.00	0.00	S	1,097
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Window replacement (non competent persons scheme)

Per installation over 20 windows (Inc in Plan Charge)	0.00	0.00	S	1,104
Per installation up to 20 windows (Inc in Plan Charge)	0.00	0.00	S	1,103

Domestic Alterations to a Single Building - Plan Charge

2022/23 Charge	2023/24 Charge	VAT	Record
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Electrical work (non competent persons scheme)

Any electrical work	423.00	455.00	S	1,095
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Internal alterations, installation of fittings (not electrical) and/or structural alterations

01 Estimated cost less than £5,000	456.00	490.00	S	1,089
02 Estimated cost exceeding £5,000 and up to £25,000	300.00	300.00	S	1,090
03 Estimated cost exceeding £25,001 and up to £50,000	300.00	300.00	S	1,091
04 Estimated cost exceeding £50,001 and up to £75,000	300.00	300.00	S	1,092

Renovation of thermal element

Renovation of thermal element to a single dwelling	456.00	490.00	S	1,088
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Underpinning

Underpinning (POA)	0.00	0.00	S	1,087
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Building Control

Domestic Alterations to a Single Building - Plan Charge

2022/23 Charge    2023/24 Charge    VAT    Record

Window replacement (non competent persons scheme)

Per installation over 20 windows	379.00	407.00	S	1,094
Per installation up to 20 windows	259.00	278.00	S	1,093

Domestic Alterations to a Single Building - Regularisation Charge

2022/23 Charge    2023/24 Charge    VAT    Record

Electrical work (non competent persons scheme)

Any electrical work	528.00	568.00	O	1,125
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Internal alterations, installation of fittings (not electrical) and/or structural alterations

01 Estimated cost less than £5,000	570.00	613.00	O	1,119
02 Estimated cost exceeding £5,000 and up to £25,000	896.00	963.00	O	1,120
03 Estimated cost exceeding £25,001 and up to £50,000	1,174.00	1,262.00	O	1,121
04 Estimated cost exceeding £50,001 and up to £75,000	1,823.00	1,960.00	O	1,122

Renovation of thermal element

Renovation of thermal element to a single dwelling	570.00	613.00	O	1,118
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Underpinning

Underpinning (POA)	0.00	0.00	O	1,117
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Window replacement (non competent persons scheme)

Per installation over 20 windows	474.00	510.00	O	1,124
Per installation up to 20 windows	325.00	349.00	O	1,123

Non Domestic Alterations - Inspection Charge

2022/23 Charge    2023/24 Charge    VAT    Record



Building Control

Non Domestic Alterations - Inspection Charge

2022/23 Charge 2023/24 Charge VAT Record

Alterations not described elsewhere including structural alterations and installation of controlled fittings

01 Estimated cost up to £5,000 (Included in Plan Charge)	0.00	0.00	S	1,194
02 Estimated cost exceeding £5,000 and up to £25,000	468.00	526.00	S	1,195
03 Estimated cost exceeding £25,000 and up to £50,000	854.00	941.00	S	1,196
04 Estimated cost exceeding £50,000 and up to £100,000	1,121.00	1,231.00	S	1,197
05 Estimated cost exceeding £100,000 and up to £150,000	1,330.00	1,456.00	S	1,198
06 Installation of a Mezzanine floor up to 500m2	888.00	977.00	S	1,199

Office / Shop fit out

01 Floor area up to 500m2	537.00	600.00	S	1,200
02 Floor area 500m2 to1000m2	888.00	977.00	S	1,201
03 Change of use of a Building (charged in addition to the above works)(Included in Plan Charge)	0.00	0.00	S	1,202

Renovation of thermal element

01 Estimated cost up to £50,000 (Included in Plan Charge)	0.00	0.00	S	1,191
02 Estimated cost exceeding £50,001 and up to £100,000	363.00	413.00	S	1,192
03 Estimated cost exceeding £100,001 and up to £250,000	468.00	526.00	S	1,193

Window replacement (non competent persons scheme).

Per installation over 20 windows (Included in Plan Charge)	0.00	0.00	S	1,190
Per installation up to 20 windows (Included in Plan Charge)	0.00	0.00	S	1,189

Non Domestic Alterations - Plan Charge

2022/23 Charge 2023/24 Charge VAT Record

Building Control

Non Domestic Alterations - Plan Charge

2022/23 Charge 2023/24 Charge VAT Record

Alterations not described elsewhere including structural alterations and installation of controlled fittings

01 Estimated cost up to £5,000	530.00	550.00	S	1,180
02 Estimated cost exceeding £5,000 and up to £25,000	300.00	300.00	S	1,181
03 Estimated cost exceeding £25,000 and up to £50,000	300.00	300.00	S	1,182
04 Estimated cost exceeding £50,000 and up to £100,000	350.00	350.00	S	1,183
05 Estimated cost exceeding £100,000 and up to £150,000	350.00	350.00	S	1,184
06 Installation of a Mezzanine floor up to 500m2	300.00	300.00	S	1,185

Office / Shop fit out

01 Floor area up to 500m2	300.00	300.00	S	1,186
02 Floor area 500m2 to1000m2	300.00	300.00	S	1,187
03 Change of use of a Building (charged in addition to the above works)	300.00	300.00	S	1,188

Renovation of thermal element

01 Estimated cost up to £50,000	493.00	530.00	S	1,177
02 Estimated cost exceeding £50,001 and up to £100,000	300.00	300.00	S	1,178
03 Estimated cost exceeding £100,001 and up to £250,000	300.00	300.00	S	1,179

Window replacement (non competent persons scheme).

Per installation over 20 windows	379.00	407.00	S	1,176
Per installation up to 20 windows	259.00	278.00	S	1,175

Non Domestic Alterations - Regularisation Charge

2022/23 Charge 2023/24 Charge VAT Record

Building Control

Non Domestic Alterations - Regularisation Charge

2022/23 Charge    2023/24 Charge    VAT    Record

Alterations not described elsewhere including structural alterations and installation of controlled fittings

01 Estimated cost up to £5,000	663.00	713.00	O	1,208
02 Estimated cost exceeding £5,000 and up to £25,000	960.00	1,032.00	O	1,209
03 Estimated cost exceeding £25,000 and up to £50,000	1,443.00	1,551.00	O	1,210
04 Estimated cost exceeding £50,000 and up to £100,000	1,839.00	1,977.00	O	1,211
05 Estimated cost exceeding £100,000 and up to £150,000	2,100.00	2,258.00	O	1,212
06 Installation of a Mezzanine floor up to 500m2	1,485.00	1,596.00	O	1,213

Office / Shop fit out

01 Floor area up to 500m2	1,046.00	1,124.00	O	1,214
02 Floor area 500m2 to 1000m2	1,485.00	1,596.00	O	1,215
03 Change of use of a Building (charged in addition to the above works)	300.00	325.00	O	1,216

Renovation of thermal element

01 Estimated cost up to £50,000	617.00	663.00	O	1,205
02 Estimated cost exceeding £50,001 and up to £100,000	828.00	890.00	O	1,206
03 Estimated cost exceeding £100,001 and up to £250,000	960.00	1,032.00	O	1,207

Window replacement (non competent persons scheme).

Per installation over 20 windows	474.00	510.00	O	1,204
Per installation up to 20 windows	325.00	349.00	O	1,203

Non Domestic Extensions and New Build - Inspection Charge

2022/23 Charge    2023/24 Charge    VAT    Record

Building Control

Non Domestic Extensions and New Build - Inspection Charge

2022/23 Charge 2023/24 Charge VAT Record

All Other Use Classes

01 Floor Area not exceeding 10m2	652.00	723.00	S	1,167
02 Floor area exceeding 10m2 but not exceeding 40m2	798.00	884.00	S	1,168
03 Floor area exceeding 40m2 but not exceeding 100m2	1,059.00	1,165.00	S	1,169
04 Floor area exceeding 100m2 but not exceeding 200m2	1,410.00	1,542.00	S	1,170

Assembly and Recreational Use & Other Residential (Institution and Other)

01 Floor Area not exceeding 10m2	684.00	758.00	S	1,143
02 Floor area exceeding 10m2 but not exceeding 40m2	1,059.00	1,165.00	S	1,144
03 Floor area exceeding 40m2 but not exceeding 100m2	1,551.00	1,694.00	S	1,145
04 Floor area exceeding 100m2 but not exceeding 200m2	2,044.00	2,224.00	S	1,146

Industrial and Storage Use

01 Floor Area not exceeding 10m2 (Inc in Plan Charge)	330.00	377.00	S	1,155
02 Floor area exceeding 10m2 but not exceeding 40m2	425.00	483.00	S	1,156
03 Floor area exceeding 40m2 but not exceeding 100m2	704.00	783.00	S	1,157
04 Floor area exceeding 100m2 but not exceeding 200m2	847.00	937.00	S	1,158

Non Domestic Extensions and New Build - Plan Charge

2022/23 Charge 2023/24 Charge VAT Record

All Other Use Classes

01 Floor Area not exceeding 10m2	300.00	300.00	S	1,163
02 Floor area exceeding 10m2 but not exceeding 40m2	350.00	350.00	S	1,164
03 Floor area exceeding 40m2 but not exceeding 100m2	350.00	350.00	S	1,165
04 Floor area exceeding 100m2 but not exceeding 200m2	350.00	350.00	S	1,166

Building Control

Non Domestic Extensions and New Build - Plan Charge

2022/23 Charge    2023/24 Charge    VAT    Record

Assembly and Recreational Use & Other Residential (Institution and Other)

01 Floor Area not exceeding 10m2	300.00	300.00	S	1,139
02 Floor area exceeding 10m2 but not exceeding 40m2	350.00	350.00	S	1,140
03 Floor area exceeding 40m2 but not exceeding 100m2	350.00	350.00	S	1,141
04 Floor area exceeding 100m2 but not exceeding 200m2	350.00	350.00	S	1,142

Industrial and Storage Use

01 Floor Area not exceeding 10m2	300.00	300.00	S	1,151
02 Floor area exceeding 10m2 but not exceeding 40m2	350.00	350.00	S	1,152
03 Floor area exceeding 40m2 but not exceeding 100m2	350.00	350.00	S	1,153
04 Floor area exceeding 100m2 but not exceeding 200m2	350.00	350.00	S	1,154

Non Domestic Extensions and New Build - Regularisation Charge

2022/23 Charge    2023/24 Charge    VAT    Record

All Other Use Classes

01 Floor Area not exceeding 10m2	1,190.00	1,279.00	O	1,171
02 Floor area exceeding 10m2 but not exceeding 40m2	1,434.00	1,542.00	O	1,172
03 Floor area exceeding 40m2 but not exceeding 100m2	1,761.00	1,893.00	O	1,173
04 Floor area exceeding 100m2 but not exceeding 200m2	2,200.00	2,365.00	O	1,174

Assembly and Recreational Use & Other Residential (Institution and Other)

01 Floor Area not exceeding 10m2	1,230.00	1,322.00	O	1,147
02 Floor area exceeding 10m2 but not exceeding 40m2	1,761.00	1,893.00	O	1,148
03 Floor area exceeding 40m2 but not exceeding 100m2	2,377.00	2,555.00	O	1,149
04 Floor area exceeding 100m2 but not exceeding 200m2	2,992.00	3,216.00	O	1,150

Building Control

Non Domestic Extensions and New Build - Regularisation Charge

2022/23 Charge    2023/24 Charge    VAT    Record

Industrial and Storage Use

01 Floor Area not exceeding 10m2	788.00	847.00	O	1,159
02 Floor area exceeding 10m2 but not exceeding 40m2	969.00	1,042.00	O	1,160
03 Floor area exceeding 40m2 but not exceeding 100m2	1,318.00	1,417.00	O	1,161
04 Floor area exceeding 100m2 but not exceeding 200m2	1,497.00	1,609.00	O	1,162

Small Domestic Buildings - Building Notices (New Dwellings Up To 300M2 Each)

2022/23 Charge    2023/24 Charge    VAT    Record

Number Of Dwellings

a) 1	1,516.00	1,630.00	S	191
b) 2	2,041.00	2,194.00	S	192
c) 3	2,394.00	2,574.00	S	193
d) 4	2,747.00	2,953.00	S	194
e) 5	3,204.00	3,444.00	S	195
f) 6	3,661.00	3,936.00	S	196
g) 7	4,048.00	4,352.00	S	197
h) 8	4,437.00	4,770.00	S	198
i) 9	4,823.00	5,185.00	S	199
j) 10	5,210.00	5,600.00	S	200
k) exceeding 10 - Price on Application	0.00	0.00	S	201

Small Domestic Buildings - Inspection Charge (New Dwellings Up To 300M2 Each)

2022/23 Charge    2023/24 Charge    VAT    Record

Building Control

Small Domestic Buildings - Inspection Charge (New Dwellings Up To 300M2 Each)

2022/23 Charge 2023/24 Charge VAT Record

Number Of Dwellings

a) 1	1,216.00	1,330.00	S	169
b) 2	1,741.00	1,894.00	S	170
c) 3	2,094.00	2,274.00	S	171
d) 4	2,247.00	2,453.00	S	172
e) 5	2,704.00	2,944.00	S	173
f) 6	2,661.00	2,936.00	S	174
g) 7	3,048.00	3,352.00	S	175
h) 8	3,437.00	3,770.00	S	176
i) 9	3,823.00	4,185.00	S	177
j) 10	4,210.00	4,600.00	S	178
k) exceeding 10 - Price on Application	0.00	0.00	S	179

Small Domestic Buildings - Plan Charge (New Dwellings Up To 300M2 Each)

2022/23 Charge 2023/24 Charge VAT Record

Number Of Dwellings

a) 1	300.00	300.00	S	147
b) 2	300.00	300.00	S	148
c) 3	300.00	300.00	S	149
d) 4	500.00	500.00	S	150
e) 5	500.00	500.00	S	151
f) 6	1,000.00	1,000.00	S	152
g) 7	1,000.00	1,000.00	S	153
h) 8	1,000.00	1,000.00	S	154
i) 9	1,000.00	1,000.00	S	155
j) 10	1,000.00	1,000.00	S	156
k) exceeding 10 - Price on Application	0.00	0.00	S	157

Building Control

Small Domestic Buildings - Regularisation Charge (New Dwellings Up To 300M2 Each)

Number Of Dwellings

	2022/23 Charge	2023/24 Charge	VAT	Record
a) 1	1,894.00	2,036.00	O	1,035
b) 2	2,551.00	2,742.00	O	1,036
c) 3	2,992.00	3,216.00	O	1,037
d) 4	3,433.00	3,690.00	O	1,038
e) 5	4,005.00	4,305.00	O	1,039
f) 6	4,575.00	4,918.00	O	1,040
g) 7	5,060.00	5,440.00	O	1,041
h) 8	5,546.00	5,962.00	O	1,042
i) 9	6,029.00	6,481.00	O	1,043
j) 10	6,512.00	7,000.00	O	1,044
k) exceeding 10 (POA)	0.00	0.00	O	1,045



Car Parks

Ashford Multi-Storey

Parking Fees

	2022/23 Charge	2023/24 Charge	VAT	Record
a) Up to 30 minutes	0.50	0.50	S	61
b) Up to 2 hours	1.00	1.00	S	62
c) Over 2 hours	3.00	3.00	S	63

Season Tickets

a) 3 Months	60.00	60.00	S	65
b) 6 Months	100.00	100.00	S	66
c) 12 months	180.00	180.00	S	67

Dumsey Meadow,Abbey Drive,The Broadway Laleham

Pay And Display

	2022/23 Charge	2023/24 Charge	VAT	Record
a) Up to 1 hour	0.00	0.00	S	88
b) Up to 2 hours	1.50	1.50	S	89
c) Over 2 hours	2.00	2.00	S	90

Green Street & Old Bathing Station, Sunbury

Pay And Display

	2022/23 Charge	2023/24 Charge	VAT	Record
a) Up to 1 hour	0.00	0.00	S	1,466
b) Up to 2 hours	1.50	1.50	S	1,467
c) Over 2 hours	2.00	2.00	S	1,468

Laleham Park/Thameside Car Parks

	2022/23 Charge	2023/24 Charge	VAT	Record
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Car Parks

Laleham Park/Thameside Car Parks

Pay And Display

	2022/23 Charge	2023/24 Charge	VAT	Record
a) Up to 1 hour	0.50	0.50	S	1,229
b) Up to 2 hours	2.00	2.00	S	1,228
c) Up to 4 hours	3.00	3.00	S	1,230
d) Over 4 hours	7.00	7.00	S	1,231
e) 3 consecutive days	15.00	15.00	S	1,465

Lammas Park

Pay And Display

	2022/23 Charge	2023/24 Charge	VAT	Record
a) Up to 1 hour	0.50	0.50	S	72
b) Up to 2 hours	2.00	2.00	S	71
c) Up to 4 hours	3.00	3.00	S	73
d) Over 4 hours	7.00	7.00	S	74

Manor Park

Local Season Tickets

	2022/23 Charge	2023/24 Charge	VAT	Record
a) 3 Months	65.00	65.00	S	953
b) 6 months	80.00	80.00	S	954
c) 12 months	100.00	100.00	S	955

Pay and Display

a) Up to 1 hour	0.00	0.00	S	947
b) Up to 2 hours	1.50	1.50	S	948
c) Over 2 hours	2.00	2.00	S	949

Orchard Meadow, Walled Garden & Thames Street Sunbury

Car Parks

Orchard Meadow, Walled Garden & Thames Street Sunbury

2022/23 Charge	2023/24 Charge	VAT	Record
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Local Season Tickets

a) 3 Months	65.00	65.00	S	85
b) 6 Months	85.00	85.00	S	86
c) 12 Months	110.00	110.00	S	87

Pay And Display

a) Up to 1 hour	0.00	0.00	S	79
b) Up to 2 hours	1.50	1.50	S	80
c) Over 2 hours	2.00	2.00	S	81

Other

2022/23 Charge	2023/24 Charge	VAT	Record
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Off Street Suspensions

Suspensions - reserved parking (one off admin fee)	30.00	30.00	S	98
Suspensions - Vehicle Charge Per Day	15.00	15.00	S	1,426

Other

Film Concessions (£15-£25 per vehicle per day - Price on application)	15.00	15.00	S	99
Lost Or Replacement Tickets & Entry/Exit Cards	14.00	14.00	S	100

Penalties

2022/23 Charge	2023/24 Charge	VAT	Record
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Penalty Bands

Full Band 1	70.00	70.00	S	56
Full Band 2	50.00	50.00	S	57
Mitigated Band 1	35.00	35.00	S	58
Mitigated Band 2	25.00	25.00	S	59

Car Parks

Shepperton Village Hall

2022/23 Charge	2023/24 Charge	VAT	Record
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Local Season Tickets

a) 3 Months	65.00	65.00	S	1,471
b) 6 Months	85.00	85.00	S	1,472
c) 12 Months	110.00	110.00	S	1,473

Pay and Display

a) Up to 1 hour	0.00	0.00	S	950
b) Up to 2 hours	1.00	1.00	S	951
c) Over 2 hours	3.00	3.00	S	952

Staines (Tothill MSCP, Elmsleigh Surface and Elmsleigh MSCP)

2022/23 Charge	2023/24 Charge	VAT	Record
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Pay & Display (Tothill MSCP) or Pay on Foot (Elmsleigh Surface and Elmsleigh MSCP)

a) Up to 1 Hour	1.00	1.00	S	1,621
b) Up to 2 Hours	2.00	2.00	S	1,622
c) Up to 3 Hours	3.00	3.00	S	1,623
d) Up to 4 Hours	4.00	4.00	S	1,624
e) Up to 5 Hours	7.00	7.00	S	1,625
f) Over 5 Hours	14.00	14.00	S	1,626
g) 7pm to 12 midnight (Elmsleigh Surface car park only)	2.00	2.00	S	1,627

Staines Long-Stay - Monday to Sunday 8am to 7pm

2022/23 Charge	2023/24 Charge	VAT	Record
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Car Parks

Staines Long-Stay - Monday to Sunday 8am to 7pm

Pay And Display

	2022/23 Charge	2023/24 Charge	VAT	Record
a) Up to 1 hour	1.30	1.30	S	46
b) Up to 2 hours	2.30	2.30	S	47
c) Up to 3 hours	2.70	2.70	S	48
d) Up to 4 hours	3.50	3.50	S	1,427
e) Up to 5 Hours	3.70	3.70	S	49
f) Over 5 Hours	7.30	7.30	S	50
g) 5 days Monday to Friday only (Kingston Road only)	35.00	35.00	S	1,474

Staines Long-Stay - Monday to Sunday Evening Charge

Staines - Town centre car parks

	2022/23 Charge	2023/24 Charge	VAT	Record
Sunday Charge (excludes Lammas Park)	2.00	2.00	S	1,311

Staines Pay and Display

Contract Parking - Elmsleigh Road, South Street West, Tothill & Bridge Street

	2022/23 Charge	2023/24 Charge	VAT	Record
Up to 12 Months	830.00	830.00	S	991

Season Tickets - Kingston Road CP only - Railway Users

a) 3 Months	230.00	230.00	S	993
b) 12 Months	800.00	800.00	S	994

Season Tickets - Staines (working in Staines)

a) 3 Months	205.00	205.00	S	52
b) 6 Months	380.00	380.00	S	53
c) 12 Months	715.00	715.00	S	54

Car Parks

Staines Short-Stay

2022/23 Charge	2023/24 Charge	VAT	Record
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Pay And Display

a) Up to 1 hour	1.30	1.30	S	40
b) Up to 2 hours	2.30	2.30	S	41
c) Up to 3 hours	2.70	2.70	S	42
d) Up to 4 hours	3.80	3.80	S	43
e) Up to 5 Hours	7.00	7.00	S	44
f) Over 5 Hours	12.20	12.20	S	45
g) 7pm to 12 midnight (Riverside Surface)	1.20	1.20	S	1,005
h) 7pm to 12 midnihgt (Elmsleigh Surface & Elmsleigh MSCP)	2.00	2.00	S	1,618

The Broadway, Laleham Village

2022/23 Charge	2023/24 Charge	VAT	Record
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Local Season Tickets

a) 3 Months	65.00	65.00	S	94
b) 6 Months	85.00	85.00	S	95
c) 12 Months	110.00	110.00	S	96

Cemeteries

	2022/23 Charge	2023/24 Charge	VAT	Record
Miscellaneous Fees				
Late Arrival for Service (TBC -depends on circumstances)			E	1,680

Interment

Adult Grave

	2022/23 Charge	2023/24 Charge	VAT	Record
Adult Grave 24 Hour Burial for one only (5 foot)	2,139.00	2,246.00	O	1,245
Adult Grave For 1 Interment	1,523.00	1,599.00	O	725
Adult Grave For 1 Interment - Casket	1,694.00	1,779.00	O	726
Adult Grave For 2 Interments	1,584.00	1,663.00	O	727
Adult Grave For 2 Interments - Casket	1,810.00	1,901.00	O	728
Brick Vault (Inter only) Include brick vault fee and loss of 1 x grave space	3,168.00	3,326.00	O	1,305

Advance Purchase

Cremated Remains PIA*	1,676.00	1,760.00	o	1,684
Cremated Remains PIA* Ashford Old Section GOR	1,930.00	2,027.00	O	1,685
Purchase in advance of additional earthen grave	3,900.00	4,095.00	O	785

Child Grave

Child Grave For 1 Interment	475.00	499.00	O	729
Child Grave For 2 Interment	475.00	499.00	O	730
Child Internment within 24 hours	609.00	639.00	O	1,414
Child plot within 24 hours	698.00	733.00	O	1,413
Stillborn Interment	387.00	406.00	E	731

Garden of remembrance (cremated remains)

Cremated Remains (Includes Ashford Old Section)	543.00	570.00	E	732
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Cemeteries

Interment

Non Residents/Parishioners Charge

Treble Fees For Residents out of Borough (Price on Application)			O	744
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Memorial Garden

Ashford

Plot Fee - Cremated remains (old garden of remembrance - Ashford) only	1,017.00	1,068.00	E	1,001
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Miscellaneous Fees

Exclusive Right - Purchase of

Issue of duplicate deed of grant (Transfer of ownership)	115.00	121.00	E	1,321
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Other

Exclusive Right - Purchase of

Burial in a Vault	2,226.00	2,337.00	E	1,416
Child Grave	543.00	570.00	E	735
Cremated Remains	858.00	901.00	E	734
Earthen Grave	2,032.00	2,134.00	E	733
Earthen Grave within 24 hours (Adult)	2,473.00	2,597.00	E	1,301

Exhumation

Exhumation of ashes (Price on Application)			E	784
Exhumation of body (Price on Application)			E	1,246



Cemeteries

Other

2022/23 Charge	2023/24 Charge	VAT	Record
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Miscellaneous Fees

Late Arrival for Service -TBC, Depending on circumstances				1,686
Registration Of Assignment (Transfer of ownership)	158.00	166.00	O	749

Right to Erect Memorial Bench

2022/23 Charge	2023/24 Charge	VAT	Record
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Memorial Bench

Supply & Installation of Memorial Bench	1,536.00	1,613.00	S	967
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Right to Erect Memorial Plaque

2022/23 Charge	2023/24 Charge	VAT	Record
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Memorial Tower Plaque

10 Yrs	375.00	394.00	E	998
15 Yrs	529.00	555.00	E	999
25 Yrs	705.00	740.00	E	1,000

Right To Erect Monument

2022/23 Charge	2023/24 Charge	VAT	Record
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1. Traditional Graves

Additional Inscription	207.00	217.00	E	742
Erection of a Wooden Cross (after 12 months)	399.00	419.00	S	1,313
Headstone	399.00	419.00	E	739
Headstones And Kerbstones	581.00	610.00	E	736
Kerbs Only	386.00	405.00	E	741
Monument Over 91.5cm (3')	1,057.00	1,110.00	E	737
Vase Or Tablet	270.00	284.00	E	738

Cemeteries

Right To Erect Monument

2022/23 Charge    2023/24 Charge    VAT    Record

2. Garden Of Remembrance Tablet

Garden Of Remembrance Tablet	212.00	223.00	E	743
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Right to erect monuments

2022/23 Charge    2023/24 Charge    VAT    Record

Installation of Memorials

Permit for remedial repair of a memorial	48.00	50.00	E	1,616
permit to clean a memorial	16.00	17.00	E	1,617
Replacement of Headstone or Kerb or Tablet or Vase	48.00	50.00	E	1,615
Temporary wooden cross for one year	0.00	0.00	S	1,613
Vase (new, additional)	81.00	85.00	E	1,614

Use of Chapel

2022/23 Charge    2023/24 Charge    VAT    Record

Location

Asford & Staines - Admin Fees	75.00	79.00	O	1,688
Ashford And Staines	316.00	332.00	O	724

Environmental Health

Licensing

2022/23 Charge    2023/24 Charge    VAT    Record

Street Trading

New Application Submission Fee - Deducted From Licence Fee If Application Is Approved	91.00	96.00	S	1,243
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Street Trading - Per Annum

a) Consent For Mobile Shops, Ice Cream Vans And The Like For Not More Than 30 Minutes In Any One Place: All Residential Area: Where Streets Are Not Classified Roads	940.00	987.00	S	101
b) Consent For Mobile Shops, Ice Cream Vans And The Like For Not More Than 30 Minutes In Any One Place: Sites In Classified Roads Which Are Not Prohibited Streets	940.00	987.00	S	102
c) Consent For Sites Adjacent To The Public Highway (Static Sites), for Specified Periods From Identified Sites During Street Trading Hours	940.00	987.00	S	103

Environmental Protection Act

Environmental Information Regulations 2004

2022/23 Charge    2023/24 Charge    VAT    Record

Contaminated Land Enquiries

General Inquiries - Hourly Rate	60.00	63.00	S	324
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Pollution Prevention & Control Act

2022/23 Charge    2023/24 Charge    VAT    Record

Additional fee for operating mobile plant without a permit

	1,188.00	1,188.00	O	1,609
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Additional fee where Operation subject to reporting obligation of the EC Regulation

	104.00	104.00	O	1,608
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APPC & LAIPPC substistance charges

Where paid quarterly the total amount payable will be increased by	38.00	38.00	O	908
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Environmental Protection Act

Pollution Prevention & Control Act

2022/23 Charge    2023/24 Charge    VAT    Record

LAPPC Annual Subsistence Charge

1.a) Standard process Low	772.00	772.00	O	807
1.a) Standard process Low (where permit is for a combined Part B and waste installation)	876.00	876.00	O	1,235
1.b) Standard process Medium	1,161.00	1,161.00	O	809
1.b) Standard process Medium (where permit is for a combined Part B and waste installation)	1,317.00	1,317.00	O	1,236
1.c) Standard process High	1,747.00	1,747.00	O	811
1.c) Standard process High (where permit is for a combined Part B and waste installation)	1,954.00	1,954.00	O	1,237
2.a) Reduced fee activities (Low)	79.00	79.00	O	813
2.b) Reduced fee activities (Med)	158.00	158.00	O	814
2.c) Reduced fee activities (High)	237.00	237.00	O	815
3.a) PVR I & II combined (Low)	113.00	113.00	O	1,234
3.b) PVR I & II combined (High)	341.00	341.00	O	821
3.c) PVR I & II combined (Med)	226.00	226.00	O	820
4.a) Other reduced fee activities (Low)	228.00	228.00	O	825
4.b) Other reduced fee activities (Med)	365.00	365.00	O	826
4.c) Other reduced fee activities (High)	548.00	548.00	O	827
6.a) Standard mobile plant, for first and second permits (Low)	626.00	626.00	O	837
6.b) Standard mobile plant, for first and second permits (Medium)	1,034.00	1,034.00	O	838
6.c) Standard mobile plant, for first and second permits (High)	1,551.00	1,551.00	O	839
7.a) For the third to seventh permits (Low)	385.00	385.00	O	843
7.b) For the third to seventh permits (Medium)	617.00	617.00	O	844
7.c) For the third to seventh permits (High)	924.00	924.00	O	845
8.a) Eighth and subsequent permits (Low)	198.00	198.00	O	849
8.b) Eighth and subsequent permits (Medium)	314.00	314.00	O	850
8.c) Eighth and subsequent permits (High)	473.00	473.00	O	851

Environmental Protection Act

Pollution Prevention & Control Act

2022/23 Charge    2023/24 Charge    VAT    Record

LAPPC charges - Application Fee

Additional fee for operating without a permit	1,188.00	1,188.00	O	1,217
Additional fee where a LAPPC application for any of the above is for a combined Part B and waste application	279.00	279.00	O	806
Other Reduced Fee Activities	362.00	362.00	O	801
PVR I & II combined	257.00	257.00	O	800
PVRI, SWOBs, and Dry Cleaners Reduced Fee Activities	155.00	155.00	O	799
Reduced fee activities: Additional fee for operating without a permit	0.00	0.00	O	802

LAPPC mobile plant charges - Application fees

Number of permits = 1	1,650.00	1,650.00	O	867
Number of permits = 2	1,650.00	1,650.00	O	868
Number of permits = 3 through to 8	985.00	985.00	O	869
Number of permits = 8 and over	498.00	498.00	O	874

LAPPC subsistence fees

Late Payment Fees	52.00	52.00	O	1,233
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LAPPC Substantial change

Reduced fee activities	102.00	102.00	O	866
Standard process	1,050.00	1,050.00	O	864
Standard process where the substantial change results in a new PPC activity	1,650.00	1,650.00	O	865

LAPPC Temporary transfer for mobiles

First transfer	53.00	53.00	O	861
Repeat following enforcement or warning	53.00	53.00	O	863

Environmental Protection Act

Pollution Prevention & Control Act

2022/23 Charge    2023/24 Charge    VAT    Record

LAPPC Transfer and Surrender

New operator at low risk reduced fee activity	0.00	0.00	O	857
Reduced fee activities: partial transfer	47.00	47.00	O	860
Reduced fee activities: transfer - Price on application	0.00	0.00	O	859
Standard process partial transfer	497.00	497.00	O	856
Standard process transfer	169.00	169.00	O	855
Surrender: all Part B activities	0.00	0.00	O	858

Reduced fee activity(low)change of operator. additional inspection fee

78.00      78.00      o      1,607

Food Safety

Food Safety

	2022/23 Charge	2023/24 Charge	VAT	Record
Voluntary Surrender Of Foodstuffs Certificate	78.00	82.00	S	308

Food Hygiene Rating Scheme

Request for re-inspection under the Food Hygiene Rating Scheme	219.00	230.00	S	1,592
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Foodstuffs For Export

Per Certificate    (If Visit Needed)	168.00	176.00	O	307
Per Certificate    (If Visit Not Needed)	84.00	88.00	O	306



Housing

Housing Enforcement

2022/23 Charge    2023/24 Charge    VAT    Record

Housing Act 1985 - Section 265 Demolition order

Hourly Rate	67.00	70.00	O	1,628
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Housing Act 2004 - Section 11,12,20,21,28,29,40 & 43 - Enforcement Notices

Hourly Rate	67.00	70.00	O	356
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Immigration Housing Inspection

Cancellation of booked appointment (no fee applies if notification of cancellation is given more that 24 hours in advance)	28.00	29.00	S	1,486
Housing Inspection	178.00	187.00	O	915

Licensing

Animal Welfare

New or renewal application (Plus all associated vet fees and charges)

	2022/23 Charge	2023/24 Charge	VAT	Record
Arranging for the Provision of Boarding (Application Fee 407, Grant Fee 114)	496.00	521.00	O	1,585
Boarding for cats (Application Fee 407, Grant Fee 114)	496.00	521.00	O	1,577
Boarding in dogs in kennels - (Application Fee 407, Grant Fee 114)	496.00	521.00	O	1,575
Dog Breeders - (Application Fee 407, Grant Fee 114)	496.00	521.00	O	1,569
Dog Day Care (Application Fee 407, Grant Fee 114)	496.00	521.00	O	1,579
Each additional licensable activity/inspection	109.00	114.00	O	1,588
Each additional site visit to hosts as part of the arrangers licence application/ renewal	106.00	111.00	O	1,610
Hiring out horses (Application Fee 407, Grant Fee 114)	496.00	521.00	O	1,571
Home boarders (dogs only) (Application Fee 407, Grant Fee 114)	496.00	521.00	O	1,573
Keeping or training animals for exhibition (Application Fee 407 Grant Fee 114)	496.00	521.00	O	1,583
Replacement Licence	55.00	58.00	O	1,591
Re-rating Inspection	248.00	260.00	O	1,587
Selling Animals as Pets (Application Fee 407, Grant Fee 114)	496.00	521.00	O	1,581

Animals

Variation to any Animal Licence

	2022/23 Charge	2023/24 Charge	VAT	Record
Variation to Licence with no visit required	91.00	96.00	O	1,024
Variation to Licence with visit	247.00	259.00	O	1,025

Zoo and Dangerous Wild Animal Licences

	2022/23 Charge	2023/24 Charge	VAT	Record
Dangerous Wild Animals (Plus all associated vet fees and Charges)	496.00	521.00	O	1,611
Initial zoo applications (plus all associated vet fees and charges)	496.00	521.00	O	1,023

Gambling Act 2005

# Licensing

## Gambling Act 2005

2022/23 Charge

2023/24 Charge

VAT

Record

### Gambling Act Fees

Adult Gaming Centres: a) New Applications	2,000.00	2,000.00	O	488
Adult Gaming Centres: b) Annual Fees	1,000.00	1,000.00	O	489
Adult Gaming Centres: c) Variations	1,000.00	1,000.00	O	490
Adult Gaming Centres: d) Transfers	1,200.00	1,200.00	O	491
Adult Gaming Centres: e) Reinstatements	1,200.00	1,200.00	O	492
Adult Gaming Centres: f) Provisionals Statements	2,000.00	2,000.00	O	493
Adult Gaming Centres: g) Licence Application (Provisional Statement Holders)	1,200.00	1,200.00	O	494
Adult Gaming Centres: h) Copy of licence	25.00	25.00	O	927
Adult Gaming Centres: i) Notification of change	50.00	50.00	O	926
Betting Premises (Excluding Tracks): a) New Applications	2,700.00	2,700.00	O	467
Betting Premises (Excluding Tracks): b) Annual Fees	600.00	600.00	O	468
Betting Premises (Excluding Tracks): c) Variations	1,500.00	1,500.00	O	469
Betting Premises (Excluding Tracks): d) Transfers	1,200.00	1,200.00	O	470
Betting Premises (Excluding Tracks): e) Reinstatements	1,200.00	1,200.00	O	471
Betting Premises (Excluding Tracks): f) Provisionals Statements	3,000.00	3,000.00	O	472
Betting Premises (Excluding Tracks): g) Licence Application (Provisional Statement Holders)	1,200.00	1,200.00	O	473
Betting premises (Excluding Tracks): h) Copy of licence	25.00	25.00	O	921
Betting premises (Excluding Tracks): i) Notification of change	50.00	50.00	O	920
Bingo Clubs: a) New Applications	3,500.00	3,500.00	O	460
Bingo Clubs: b) Annual Fees	1,000.00	1,000.00	O	461
Bingo Clubs: c) Variations	1,750.00	1,750.00	O	462
Bingo Clubs: d) Transfers	1,200.00	1,200.00	O	463
Bingo Clubs: e) Reinstatements	1,200.00	1,200.00	O	464
Bingo Clubs: f) Provisionals Statements	3,500.00	3,500.00	O	465
Bingo Clubs: g) Licence Application (Provisional Statement Holders)	1,200.00	1,200.00	O	466
Bingo Clubs: h) Notification of change	50.00	50.00	O	918
Bingo Clubs: i) Copy of licence	25.00	25.00	O	919
Club Gaming Permit (Where The Applicant Holds A Club Premises Certificate Under The Licensing Act 2003): a) Application Fee (N Permit)	100.00	100.00	O	519

## Licensing

### Gambling Act 2005

	2022/23 Charge	2023/24 Charge	VAT	Record
Club Gaming Permit (Where The Applicant Holds A Club Premises Certificate Under The Licensing Act 2003): b) Application Fee (Conversion Of Part 2 / Part 3 Registration)	100.00	100.00	O	520
Club Gaming Permit (Where The Applicant Holds A Club Premises Certificate Under The Licensing Act 2003): c) Annual Fee	50.00	50.00	O	521
Club Gaming Permit (Where The Applicant Holds A Club Premises Certificate Under The Licensing Act 2003): d) Renewal Fee	100.00	100.00	O	522
Club Gaming Permit (Where The Applicant Holds A Club Premises Certificate Under The Licensing Act 2003): e) Variation Fee	100.00	100.00	O	523
Club Gaming Permit (Where The Applicant Holds A Club Premises Certificate Under The Licensing Act 2003): f) Copy Of Permit	15.00	15.00	O	524
Club Gaming Permit: a) Application Fee (New Permit)	200.00	200.00	O	513
Club Gaming Permit: b) Application Fee (Conversion Of Part 2 / Part 3 Registration)	100.00	100.00	O	514
Club Gaming Permit: c) Annual Fee	50.00	50.00	O	515
Club Gaming Permit: d) Renewal Fee	200.00	200.00	O	516
Club Gaming Permit: e) Variation Fee	100.00	100.00	O	517
Club Gaming Permit: f) Copy Of Permit	15.00	15.00	O	518
Family Entertainment Centre: a) New Applications	2,000.00	2,000.00	O	481
Family Entertainment Centre: b) Annual Fees	750.00	750.00	O	482
Family Entertainment Centre: c) Variations	1,000.00	1,000.00	O	483
Family Entertainment Centre: d) Transfers	950.00	950.00	O	484
Family Entertainment Centre: e) Reinstatements	950.00	950.00	O	485
Family Entertainment Centre: f) Provisionals Statements	2,000.00	2,000.00	O	486
Family Entertainment Centre: g) Licence Application (Provisional Statement Holders)	950.00	950.00	O	487
Family Entertainment Centre: h) Copy of licence	25.00	25.00	O	925
Family Entertainment Centre: i) Notification of change	50.00	50.00	O	924
Licensed Premises - Notification Of Intent To Use Automatic Entitlement (1-2 Machines)	50.00	50.00	O	495
Licensed Premises Gaming Machine Permit (3+ Machines): a) Application Fee (New Permit)	150.00	150.00	O	496
Licensed Premises Gaming Machine Permit (3+ Machines): b) Application Fee (Conversion Of S34 Permit)	100.00	100.00	O	497
Licensed Premises Gaming Machine Permit (3+ Machines): c) Annual Fee	50.00	50.00	O	498
Licensed Premises Gaming Machine Permit (3+ Machines): d) Variation Fee	100.00	100.00	O	499
Licensed Premises Gaming Machine Permit (3+ Machines): e) Transfer Fee	25.00	25.00	O	500
Licensed Premises Gaming Machine Permit (3+ Machines): f) Change Of Name	25.00	25.00	O	501
Licensed Premises Gaming Machine Permit (3+ Machines): g) Copy Of Permit	15.00	15.00	O	502
Prize Gaming Permit: a) Application Fee (New Permit)	300.00	300.00	O	508
Prize Gaming Permit: b) Application Fee (Conversion Of S34 Permit)	100.00	100.00	O	509

## Licensing

### Gambling Act 2005

	2022/23 Charge	2023/24 Charge	VAT	Record
Prize Gaming Permit: c) Renewal Fee	300.00	300.00	O	510
Prize Gaming Permit: d) Change Of Name	25.00	25.00	O	511
Prize Gaming Permit: e) Copy Of Permit	15.00	15.00	O	512
Small Society Lotteries: a) New Registration	40.00	40.00	O	525
Small Society Lotteries: b) Annual Fee	20.00	20.00	O	526
Tracks: a) New Applications	2,500.00	2,500.00	O	474
Tracks: b) Annual Fees	1,000.00	1,000.00	O	475
Tracks: c) Variations	1,250.00	1,250.00	O	476
Tracks: d) Transfers	950.00	950.00	O	477
Tracks: e) Reinstatements	950.00	950.00	O	478
Tracks: f) Provisionals Statements	2,500.00	2,500.00	O	479
Tracks: g) Licence Application (Provisional Statement Holders)	950.00	950.00	O	480
Tracks: h) Copy of licence	25.00	25.00	O	923
Tracks: i) Notification of change	50.00	50.00	O	922
Unlicensed Family Entertainment Centre Gaming Machine Permit: a) Application Fee (New Permit)	300.00	300.00	O	503
Unlicensed Family Entertainment Centre Gaming Machine Permit: b) Application Fee (Conversion Of S34 Permit)	100.00	100.00	O	504
Unlicensed Family Entertainment Centre Gaming Machine Permit: c) Renewal Fee	300.00	300.00	O	505
Unlicensed Family Entertainment Centre Gaming Machine Permit: d) Change Of Name	25.00	25.00	O	506
Unlicensed Family Entertainment Centre Gaming Machine Permit: e) Copy Of Permit	15.00	15.00	O	507

### HMO Licensing Scheme

2022/23 Charge	2023/24 Charge	VAT	Record
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Licensing

HMO Licensing Scheme

2022/23 Charge    2023/24 Charge    VAT    Record

HMO Licence

a) Up to 6 Occupants (application fee £569.94; maintenance fee £234.06)	766.00	804.00	O	1,008
b) 7 to 9 occupants (application fee £627.65; maintenance fee £367.35)	948.00	995.00	O	1,009
c) 10 to 14 occupants (application fee £687.75; maintenance fee £404.25)	1,040.00	1,092.00	O	1,010
d) 15 or more occupants (application fee £771.56; maintenance fee £452.44)	1,166.00	1,224.00	O	1,011
e) Penalty for late or incomplete applications	145.00	152.00	O	1,012
f) Extra charge for processing separate licence holder and manager applications	37.00	39.00	O	1,013
g) Discount for members of an approved landlords association	37.00	39.00	O	1,014
h) Cancelled licence application (to cover aborted work on processing the application)	150.00	158.00	O	1,695

HMO Licence Renewal

Application for a licence renewal (regardless of whether a one, three or five year licence is granted based on the outcome of the risk assessment) (application fee £440.78; maintenance fee £259.22).	667.00	700.00	O	1,678
Cancelled licence application (to cover aborted work on processing the application)	150.00	158.00	O	1,694
Discount for members of an approved landlords association	38.00	40.00	O	1,267
Extra charge for processing separate licence holder and manager applications	37.00	39.00	O	1,266
Penalty for late or incomplete applications	145.00	152.00	O	1,265

Licensing Act 2003

2022/23 Charge    2023/24 Charge    VAT    Record

## Licensing

### Licensing Act 2003

2022/23 Charge

2023/24 Charge

VAT

Record

#### Licensing Fees

Application For Provisional Statement Where Premises Are Being Built etc (Sec 29)	315.00	315.00	O	444
Application For Transfer Of A Premises Licence (Section 42)	23.00	23.00	O	447
Application To Vary Licence To Specify Individual As Premises Supervisor (Section37)	23.00	23.00	O	446
Change Of Relevant Registered Address Of Club (Section 83,(1) Or ( 2)	10.50	10.50	O	451
Duty To Notify Change Of Name Or Address (Section 127)	10.50	10.50	O	454
Interim Authority Notice Following Death Etc Of Licence Holder (Section 47)	23.00	23.00	O	448
Notification Of Change Of Name And Address (Section 33)	10.50	10.50	O	445
Notification Of Change Of Name Or Alteration Of Rules Of The Club (Section 82)	10.50	10.50	O	450
Personal Licence	37.00	37.00	O	423
Personal Licence Grant Or Renewal (Section 117)	37.00	37.00	O	442
Right Of Freeholder Etc To Be Notified Of Licensing Matters (Section 178)	21.00	21.00	O	455
Temporary Events Notice	21.00	21.00	O	422
Temporary Events Notice (Section100)	21.00	21.00	O	441
Theft, Loss etc Of Certificate Or Summary (Section 79)	21.00	21.00	O	449
Theft, Loss etc Of Personal Licence (Section 126)	10.50	10.50	O	453
Theft, Loss etc Of Premises Licence Or Summary (Section 25)	10.50	10.50	O	443
Theft, Loss etc Of Temporary Event Notice (Section 110)	10.50	10.50	O	452

#### Licensing Register Entries

For All Entries ( If Plans Are Required)	3,000.00	3,000.00	O	440
For All Entries ( No Plans Are Required)	1,000.00	1,000.00	O	439
Per Individual Copy	26.00	26.00	O	438

#### Premises Licence

Minor Variation	89.00	89.00	O	917
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Licensing

Licensing Act 2003

Premises Licence - Annual Fee

	2022/23 Charge	2023/24 Charge	VAT	Record
A	70.00	70.00	O	431
B	180.00	180.00	O	432
C	295.00	295.00	O	433
D	320.00	320.00	O	434
E	350.00	350.00	O	435

Premises Licence - Annual Fee (For Town Centre Pubs Only)

D X 2	640.00	640.00	O	436
E X 3	1,050.00	1,050.00	O	437

Premises Licence - New And Full Variation Applications

	100.00	100.00	O	424
	190.00	190.00	O	425
C	315.00	315.00	O	426
D	450.00	450.00	O	427
D X 2	900.00	900.00	O	429
E	635.00	635.00	O	428
E X 3	1,905.00	1,905.00	O	430

Mobile Home Site Licensing Scheme

	2022/23 Charge	2023/24 Charge	VAT	Record
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Licensing

Mobile Home Site Licensing Scheme

2022/23 Charge	2023/24 Charge	VAT	Record
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Mobile Home Site Licence

a) Application for a new site licence - 1 to 5 pitches	525.00	551.00	O	1,336
b) Application for a new site licence - 6 to 24 pitches	612.00	643.00	O	1,337
c) Application for a new site licence - 25 to 99 pitches	677.00	711.00	O	1,338
d) Application for a new site licence - 100+ pitches	806.00	846.00	O	1,339
e) Application to alter conditions to a site licence - 1 to 5 pitches	250.00	263.00	O	1,340
f) Application to alter conditions to a site licence - 6 to 24 pitches	261.00	274.00	O	1,341
g) Application to alter conditions to a site licence - 25 to 99 pitches	273.00	287.00	O	1,342
h) Application to alter conditions to a site licence - 100+ pitches	295.00	310.00	O	1,343
i) Application to transfer a site licence	141.00	148.00	O	1,344
Annual fee - 1 to 5 pitches	199.00	209.00	O	1,345
Annual fee - 6 to 24 pitches	246.00	258.00	O	1,346
Annual fee - 25 to 99 pitches	277.00	291.00	O	1,347
Annual fee - 100+ pitches	344.00	361.00	O	1,348
n) Recover of cost of enforcement - hourly rate	66.00	70.00	O	1,415
o) Fit and proper person register application fee	378.00	397.00	O	1,693

Pollution

2022/23 Charge	2023/24 Charge	VAT	Record
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Scrap Metal Dealers

Scrap Metal collector fee	360.00	378.00	O	1,307
Scrap Metal dealer site license fee	570.00	599.00	O	1,308
Scrap Metal Licence Variation	65.00	68.00	O	1,315
Scrap Metal replacement of Licence	28.00	29.00	O	1,316

Retail

2022/23 Charge	2023/24 Charge	VAT	Record
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Licensing

Retail

2022/23 Charge    2023/24 Charge    VAT    Record

Registration for skin piercing treatments: acupuncture, tattooing, skin piercing, electrolysis, semi-permanent skin colouring

Practitioner registration	243.00	255.00	O	458
Registration of premises	243.00	255.00	O	459
Replacement certificate	55.00	58.00	O	935
Variation of registration	64.00	67.00	O	1,430

Sex establishment licence fee

Change of licence details	175.00	184.00	O	1,269
New,Renewal,Intermediate,Temporary	3,510.00	3,686.00	O	1,268

Sex Shop Registration

New,Renewal,Intermediate,Temporary	3,510.00	3,686.00	O	456
Transfer Of Licence	3,510.00	3,686.00	O	457

Pavement Licensing

Pavement Licensing

2022/23 Charge    2023/24 Charge    VAT    Record

Pavement Licensing

Street Pavement License	100.00	100.00	O	1,679
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Rodent & Pest Control

Rodent and Pest Control

2022/23 Charge    2023/24 Charge    VAT    Record

Pest Control

Bedbugs (based on a 3 bedroom property, more than 3 bedromms subject to survey)	116.50	122.00	S	1,260
Fleas, Cockroaches etc. (based on a 3 bedroom property, more than 3 bedrooms subject to survey)	82.00	95.00	S	327
Mice (Up to 3 visits)	72.00	72.00	S	326
Rats (Up to 3 visits)	46.50	55.00	S	325
Wasps (per visit)	82.00	70.00	S	1,629

Stray Dogs

2022/23 Charge    2023/24 Charge    VAT    Record

Stray Dogs - Collection Fee (comprising of £25 statutory fee, contractor collection fee £187)

Plus Kennelling of £30/day, if the owner wants their dog delivered back to them £35, and any vet fees incurred are charged in additi	202.00	212.00	O	295
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SAT

Spelride Accessible Transport (S A T)

2022/23 Charge    2023/24 Charge    VAT    Record

Membership

Annual	22.15	22.30	O	758
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Spelride

Per Single Trip	4.30	4.50	Z	759
Return Trip	7.50	7.90	Z	760

Taxi Licensing

Taxi Licensing - 1 Year & General Fees

2022/23 Charge    2023/24 Charge    VAT    Record

Hackney Carriages Driver and Vehicles

Application pack fee - deducted from licence fee if enquirer subsequently makes a formal application	21.00	22.00	O	1,239
Cancellation of booked appointment (no fee applies if notification of cancellation is given more that 24 hours in advance)	38.00	40.00	S	1,449
Disclosure & Barring Service Fee - 3 Yearly Check	52.00	55.00	O	542
English & Numeracy Retest Fee	34.00	36.00	O	547
Geographic Knowledge Retest Fee	72.00	76.00	O	544
Hackney Carriage Driver - New	328.00	344.00	O	538
Hackney Carriage Driver - Renewal	176.00	185.00	O	539
Hackney Carriage Vehicle	377.00	396.00	O	537
Hackney Carriage Vehicle (adapted for disabled persons)	189.00	198.00	O	931
Hackney Carriage Vehicle Plate Replacement	21.00	22.00	O	541
Licence Conditions Retest	41.00	43.00	O	546
Re-Issue Of Licence (Change of address, name or any other reason)	24.00	25.00	O	540
Re-Issue Of Licence (Change of Vehicle)	110.00	116.00	O	1,259
Transfer From Private Hire to Hackney Carriage Fee	172.00	181.00	O	545

Private Hire Driver Operator & Vehicle

Conditions test	40.00	42.00	O	1,630
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## Taxi Licensing

### Taxi Licensing - 1 Year & General Fees

2022/23 Charge 2023/24 Charge VAT Record

#### Private Hire Driver Operator And Vehicle

a) Private Hire Operator - 1 Vehicle	228.00	239.00	O	527
b) Private Hire Operator - 2 To 5 Vehicles	284.00	298.00	O	528
c) Private Hire Operator - 6 To 20 Vehicles	405.00	425.00	O	529
Application pack fee - deducted from licence fee if enquirer subsequently makes a formal application	21.00	22.00	O	1,241
Cancellation of booked appointment (no fee applies if notification of cancellation is given more that 24 hours in advance)	38.00	40.00	S	1,450
d) Private Hire Operator - 21 or more vehicles, = charge for 6 to 20 vehicles, PLUS, officer hourly rate for any additional hours if needed.	61.00	64.00	O	1,018
Disclosure & Barring Service Fee - 3 Yearly Check	52.00	55.00	O	535
English & Numeracy Retest Fee	34.00	36.00	O	534
Geographic Knowledge retest fee	41.00	43.00	O	928
Private Hire Driver Licence - New	317.00	333.00	O	531
Private Hire Driver Licence - Renewal	157.00	165.00	O	532
Private Hire Vehicle	332.00	349.00	O	530
Private Hire Vehicle (adapted for disabled persons)	166.00	174.00	O	929
Private Hire Vehicle plate replacement	21.00	22.00	O	933
private hire vehicle plate replacement	21.00	22.00	O	1,022
Re-Issue Of Licence (Change of address, name or any other reason)	24.00	25.00	O	1,020
Re-Issue Of Licence (Change of vehicle)	110.00	116.00	O	533

### Taxi Licensing - 3 Year Fees

2022/23 Charge 2023/24 Charge VAT Record

#### Hackney Carriage and Private Hire Driver

Cancellation of booked appointment (no fee applies if notification of cancellation is given more that 24 hours in advance)	38.00	40.00	S	1,451
Hackney Carriage Driver - New	551.00	579.00	O	1,355
Hackney Carriage Driver - Renewal	424.00	445.00	O	1,356
Private Hire Driver Licence - New	531.00	558.00	O	1,374
Private Hire Driver Licence - Renewal	380.00	399.00	O	1,375

Taxi Licensing

Taxi Licensing - 5 Year Fees

2022/23 Charge    2023/24 Charge    VAT    Record

Private Hire Vehicle Operator

a) Private Hire Operator - 1 Vehicle	994.00	1,044.00	O	1,395
b) Private Hire Operator - 2 To 5 Vehicles	1,244.00	1,306.00	O	1,396
c) Private Hire Operator - 6 To 20 Vehicles	1,846.00	1,938.00	O	1,397
d) Private Hire Operator - 21 or more vehicles, = charge for 6 to 20 vehicles, PLUS, officer hourly rate for any additional hours if needed.	61.00	64.00	O	1,398
e) Cancellation of booked appointment (no fee applies if notification of cancellation is given more that 24 hours in advance)	38.00	40.00	S	1,452



Works in Default

Works in Default

2022/23 Charge    2023/24 Charge    VAT    Record

Works in Default

30% administration fee applied to cost of any works that are carried out in default by Environmental Health	S	1,453
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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 Fund Net Cost 2023/24	General Fund Net Cost 2024/25	General Fund Net Cost 2025/26	General Fund Net Cost 2026/27
NS&E	JET Administrator – permanent post	1.00	Discretionary	Jet Administrator - Permanent Post- Before this temporary post being created, the Team Leader - JET (team leader) was carrying out these tasks. By creating this extra resource, it has allowed the team leader to produce the case work for all court cases within their working hours. In addition, all JET officers have increased their enforcement hours as the Admin Asst is producing all the paperwork and statistics related to their roles. JET Officers are now also submitting their case files to the Admin Asst for the relevant letters – warning/Interview and copies of documents to be sent out to offenders (which ensures compliance with our duty under the Criminal Investigations and Procedures Act 1996- in relation to disclosure) it also ensures that we are complying with the legal requirements of the Police and Criminal Evidence Act 1984 in relation to the interviewing of offenders for Criminal Offences. JET admin roles include monitoring and update of :-Fly Capture, Case files, Fixed Penalty Notices, Abandoned Vehicles, NOS PSPO, Dog Control Order, Community Protection warning letters & notices, GDPR, FOIs and SARs	Neighbourhood Services Management Support	34,600		Full	Ongoing	34,600	34,600	34,600	34,600
NS&E	Cemeteries Memorial Testing			H&S Service Delivery	Cemeteries	26,000		One Off		26,000		26,000	
NS&E	CCTV Contracts			Continued community safety	Community Safety	8,000		Full	Ongoing	8,000	8,000	8,000	8,000
NS&E	Depot electric			Increase in costs Service delivery	Depot Community Safety	3,500		Full	Ongoing	3,500	3,500	3,500	3,500
NS&E	CCTV Electricity			Increase in costs Service delivery		2,000		Full	Ongoing	2,000	2,000	2,000	2,000
NS&E	Cemeteries Water			Increase in costs Service delivery	Cemeteries	2,000		Full	Ongoing	2,000	2,000	2,000	2,000
NS&E	Cemeteries electric			Increase in costs Service delivery	Cemeteries	1,000		Full	Ongoing	1,000	1,000	1,000	1,000
NS&E	Depot water			Increase in costs Service delivery	Depot	1,000		Full	Ongoing	1,000	1,000	1,000	1,000

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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
NS&E	Internal printing	Savings agrred with Environmental Health	Environmental Health	1,300	Full	Ongoing
NS&E	Books & publications	Savings agrred with Environmental Health	Environmental Health	300	Full	Ongoing
NS&E	Consultants fees	Savings agrred with Environmental Health	Environmental Health	25,000	Full	One-off
NS&E	Postage Direct charge	Savings agrred with Environmental Health	Environmental Health	300	Full	Ongoing
NS&E	Reimbursement PestControl Fees	Savings agrred with Environmental Health	Rodent & Pest Control	300	Full	Ongoing
NS&E	Other Consumables	Savings agrred with Environmental Health	Food Safety	100	Full	Ongoing
NS&E	Internal printing	Savings agrred with Environmental Health	Taxi Licensing	100	Full	Ongoing
NS&E	Public Transport	Savings agrred with Building Control	Building Control	100	Full	Ongoing
NS&E	Office Equipment Purchase	Savings agrred with Building Control	Building Control	500	Full	Ongoing
NS&E	Internal printing	Savings agrred with Building Control	Building Control	500	Full	Ongoing
NS&E	Shredding	Savings agrred with Building Control	Building Control	100	Full	Ongoing
NS&E	Postage Envelopes	Savings agrred with Building Control	Building Control	1,200	Full	Ongoing
NS&E	Mobile phones	Savings agrred with Building Control	Building Control	200	Full	Ongoing
NS&E	Promotions and Exhibitions	Savings agrred with Building Control	Building Control	300	Full	Ongoing
NS&E	Car Mileage	Savings agreed with JT	Community Safety	400	Full	Ongoing
NS&E	Telephones	Savings agreed with JT	Community Safety	100	Full	Ongoing

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2023/24 Captial Growtn bids													13/12/2022
Committee	Amount £	Project	Requested By	Date	Explanation	Associate d Revenue Costs	Associated Savings	2023-24	2024-25	2025-26	2026-27	2027-28	
NS&E	400,000	Procurement of new food waste vehicles	Neighbourhood Services	31/10/2022	Procurement of new food waste vehicles	0	0	400,000					
NS&E	805,000	Procurement of leased waste vehicles.	Neighbourhood Services	31/10/2022	Lease of seventeen waste & cleansing vehicles	0	0	805,000	805,000	805,000	805,000		
NS&E	50,000	Waste Bins	Neighbourhood	31/10/2022	Wheelie Bins - annual programme	0	0	50,000	50,000	50,000	50,000	50,000	
NS&E	35,000	CCTV cameras	Neighbourhood Services	31/10/2022	Supply of 5 new CCTV cameras in Shepperton to replace some ones that are over 14 years old and do not supply good images. The intention is to convert them from analogue broadband to digital broadband	0	0	35,000					

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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](mailto:CommitteeServices@spelthorne.gov.uk)

## Spelthorne Borough Council

### Service Committees Forward Plan and Key Decisions for 20 December 2022 to 23 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
Neighbourhood Services and Enforcement Committee 05 01 2023	Feedback on 23/24 Budget Setting Process - NS&E	Non-Key Decision	Confidential	Paul Taylor, Chief Accountant
Neighbourhood Services and Enforcement Committee 05 01 2023	23/24 Budget	Non-Key Decision	Public	Paul Taylor, Chief Accountant
Neighbourhood Services and Enforcement Committee 05 01 2023	Street Cleansing To consider the addition of a report on Street Cleansing to the Forward Plan	Non-Key Decision	Public	Jackie Taylor, Group Head - Neighbourhood Services
Neighbourhood Services and Enforcement Committee 29 03 2023	JET Environmental Crime Policy	Key Decision It is significant in terms of its effect on communities living or working in an area comprising two or more wards	Public	Martin Cole, Neighbourhoods Manager
Neighbourhood Services and Enforcement Committee 29 03 2023	SEP 2025	Non-Key Decision	Confidential	Jackie Taylor, Group Head - Neighbourhood Services