

# **Supplementary Information**

HAVANT BOROUGH COUNCIL  
CABINET  
WEDNESDAY, 8TH FEBRUARY, 2023

Please note that the attached supplementary information was unavailable when the agenda was printed.

## **Agenda No    Item**

<b>6</b>	<b>Recommendations from the Scrutiny Committee</b>	<b>1 - 4</b>
<b>8</b>	<b>2023/24 Revenue Budget, Capital Budget, Reserves &amp; Balances, Capital Strategy, Treasury Management Strategy and Medium Term Financial Strategy</b>	<b>5 - 32</b>

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NON EXEMPT

## HAVANT BOROUGH COUNCIL

CABINET

08 February 2023

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### **2023/24 REVENUE BUDGET, CAPITAL BUDGET, RESERVES & BALANCES, CAPITAL STRATEGY, TREASURY MANAGEMENT STRATEGY AND MEDIUM TERM FINANCIAL STRATEGY**

#### FOR NOTING

**Report by:** Councillor Keast, Chairman of the Overview and Scrutiny Committee

**Key Decision:** No

**Report number:** HBC/118/2023

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#### **1. Purpose**

To report the views of the Overview and Scrutiny Committee relating to the 2023/24 Revenue Budget, Capital Budget, Reserves & Balances, Capital Strategy, Treasury Management Strategy and Medium Term Financial Strategy.

#### **2 Decision**

The Overview and Scrutiny Committee noted the submitted 2023/24 budget proposals, Reserves and Balances, Capital Strategy, Treasury Management Strategy and Medium-Term Financial Strategy (MTFS)

#### **3 Executive Summary**

At its meeting held on 2 February 2023, the Overview and Scrutiny Committee was given an opportunity to comment on the proposed 2023-24 Revenue budget, Capital budget, Reserves and Balances, Capital Strategy, Treasury Management Strategy and Medium-Term Financial Strategy (MTFS)

The Committee, via a verbal brief and presentation, followed by a question and answer session, examined the following issues:

- The reasons for the increase in charges for garden waste collection and why the proposed percentage increase was less than a majority of the other charges.
- The reasons for the deficit position on parking income.
- The reasons for the increase in costs in housing the homeless and actions being taken to address this issue.
- The precept raised by the Langstone Harbour Board and action being taken by Havant Borough and Portsmouth City Council to reduce the need for the Board to raise income via precepts in the future.
- The reasons for the loss in income for the planning service and action being taken to address this issue.
- Action taken by the Council to address the impact of the postponement in the multi Spending Review settlement.

**4. Additional Budgetary Implications**

- a. Non arising from this report.

**5. Background and Business Case**

- a As set out in the report to Item 8 of the Cabinet agenda

**6. Options considered**

- a As set out in the report to Item 8 of the Cabinet agenda

**7. Resource implications**

**a. Financial implications**

- i. Non arising directly from this report

**Section 151 Officer comments**

Dated: 03 February 2023

Open and transparent public scrutiny is a crucial part of the annual budget setting process which contributes to the Council setting robust and realistic expenditure and income targets across its range of services.

**b. Human resources implications**

i. Non arising from this report

**c. Information governance implications**

i. Non arising from this report

**d. Climate and environment implications**

i. Non arising from this report

**e. Other resources implications**

i. Non arising from this report

**8. Legal implications**

a Non arising from this report

**Monitoring Officer comments**

**Dated: 07.02.2023**

The Council's budgetary framework provides for Cabinet and Overview & Scrutiny Committee to consider proposals relating to the calculation of the budget requirement and the setting of Council Tax, to allow for reports to be made as appropriate to the Budget Council Meeting on 22nd February 2023

**9. Risks**

a Non arising from this report

**10. Consultation**

a. N/A

**11. Communications**

a. N/A

**12. Appendices**

a. None

**13. Background papers**

a. None

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## Corrigendum

Item 8 – 2023/24 Revenue Budget, Capital Budget, Reserves & Balances, Capital Strategy, Treasury Management Strategy and Medium Term Financial Strategy

- Appendices F and G have been corrected since publication
- Appendices I and J were previously unavailable

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# Capital Strategy

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Havant Borough Council

2023/24 to 2027/28

## 1.0 Introduction

1.1 The Capital Strategy is a key policy document for the Council and provides guidance on the Capital Programme and the use of capital resources and Asset Management Plans. The strategy reflects the links to other Council plans, in particular the Regeneration Strategy as well as the Medium Term Financial Strategy (MTFS). The Capital Strategy is written following guidance included in the Prudential Code (2018) and is required to be approved by Full Council.

1.2 The objectives of the Capital Strategy are to:

- Provide an overview of the governance process for approval and monitoring of capital expenditure;
- Provide a longer-term view of capital expenditure plans;
- Provide an overview of asset management planning;
- Provide expectations around debt and use of internal borrowing to support capital expenditure;
- Define the authority's approach to commercial activities including due diligence and risk appetite;
- Defines the available knowledge and skills to the authority in relation to capital investment activities.

1.3 Capital spending is strictly defined and is principally incurred in buying, constructing or improving physical assets such as buildings, land and vehicles, plant and machinery. It also includes grants and advances to be used for capital purposes. The Council's policy on capitalisation is included in the Accounting Policies of the Statement of Accounts. The policy states that only assets with a value over £15,000 will be capitalised and therefore expenditure under these limits is deemed to be a revenue cost.

### **Current Asset Portfolio**

1.4 The Council holds assets split across two categories as detailed below:

- **Investment Property (Non-Operational)**

These assets include Industrial Estates, land held for capital appreciation and rental income.

- **Property, Plant & Equipment**

These are operational properties, land, vehicles, infrastructure and community assets that are used to deliver council services and include Council

- 1.5 The Council holds an investment portfolio that supports both its operational activities and non-operational activities from which it receives an element of rental income. For the year ended 31 March 2022 the value of investment property rental income £2.2m which represents a gross yield of 6.1% on the value of the investment property assets held.

<b>Asset Category</b>	<b>Valuation 31/03/22 £000</b>	<b>Rental Income £000</b>
Investment Property	36,571	£2,231
Property Plant and Equipment	63,319	
Assets Under Construction	8	
<b>TOTAL</b>	<b>99,898</b>	

## 2.0 Financial Principles supporting the Capital Strategy

- 2.1 Capital expenditure is to be incurred in line with Financial Procedure Rules as follows:

- The Chief Finance Officer is responsible for ensuring that a capital programme is prepared for consideration by the Cabinet before submission to Full Council. New Capital projects should be identified by Executive Heads of Service to the Chief Finance Officer, as part of the Budget Planning Process, for inclusion in the Capital Programme.
- Capital schemes may only be committed after:
  - An assessment in the agreed standard format including an estimate of the associated revenue expenditure and income has been approved by the Cabinet; and
  - Appropriate finance has been made available.
- Where it appears that any scheme in the capital programme will be overspent by a sum of 10% of £50,000 whichever is the greater or more a report shall be made to the Cabinet. The Chief Finance Officer will advise the Cabinet whether or how requests for additional capital finance can be achieved

within the overall capital programme. The Chief Finance Officer is authorised to approve virements within the capital programme as outlined in Standing Order 63.

2.2 The key principles to be applied to the Capital Strategy are set out below:

- Capital resources are held corporately and are allocated according to the priorities set out in the Corporate Strategy (i.e. there is no automatic ring-fencing of resources for specific purposes other than Disabled Facilities Grants);
- Capital receipts will be allocated in accordance with Council priorities;
- The Council will seek to maximise the use of grants and external funding;
- The Council is committed to deliver capital investment with partners to maximise benefits where this fits with Council priorities;
- Redirection of capital resources from one project to another will be contained within existing budgets, unless increases can be justified through the budget process;
- Capital budgets are generally cash-limited i.e. no provision is made for inflation which effectively means that over time there is a real reduction in the value of resources allocated to specific capital projects;
- Review of capital financing decisions which will likely have a revenue budget impact due to lack of capital resources (e.g. through reprofiling of capital receipts and borrowing);
- Revisit the Asset Management Plan to see if any asset can be sold;
- In order to reduce the exposure of the council to a borrowing requirement the following steps should continue to be examined:
  - Fundamental review of existing capital programme to ensure that schemes are still required and are accurate;
  - Maximisation of the use of grants and contributions from external sources;
  - Providing a recurring revenue contribution to the capital programme;
  - Invest to save schemes that can repay the capital investment over a period of time.

### Capital Investment Assumptions:

- The current capital programme uses a combination of financing including capital receipts, grants & contributions, reserves and borrowing.
- The proposed Capital programme includes some of the projects as outlined in the Regeneration Strategy, approved at Council. The Strategy covers key regeneration areas in the borough:
  - Town Centre redevelopments
  - Borough strategic employment sites
  - Hayling Island seafront

2.3 The Corporate Strategy forms part of the Policy and Budgetary Framework for the Council. These frameworks work together to create the strategic framework.

2.4 The Capital Strategy must both support and inform the Council's vision for the Havant area and the strategic direction set out in the Corporate Strategy. This is to enable resources to be matched against the agreed priorities and any other supporting needs.

2.5 The Capital Strategy takes account of other Council Plans and Strategies which have a potential impact on the use of resources by the Council. Particularly consideration is given to the following key strategies:

- The Medium Term Financial Strategy, which provides information on the proposed revenue budget and considerations that will impact on future budgets.
- The Treasury Management Strategy, Investment Strategy and Minimum Revenue Provision Strategy, which sets out the assumptions for financing requirements and interest rates and their effect on the revenue budget.
- Local Plan/Local Development Framework.
- Regeneration Strategy
- There are also a number of other strategies, which set out policy direction for other key Council priorities.

## 3.0 Capital Expenditure

### Capital Investment Priorities

- 3.1 The Capital Strategy needs to ensure that any capital investment decisions are both affordable and achieve the priorities as set out in the Havant Corporate Strategy; any such investment in assets is likely to have implications on the revenue budget.
- 3.2 The Capital Strategy must therefore recognise the implications of capital investment decisions and ensure that they are in line with Council priorities and financing requirements are robustly evaluated and understood.
- 3.3 The capital programme does not currently include all provisions for investment to progress the regeneration in the Havant borough as it will be subject to individual business case approval. Other capital investment opportunities may present themselves over the lifetime of the MTFs, and each will be subject to further business cases on investment opportunities and the benefits that could be made from those investments.
- 3.4 All business cases will be subject to the usual due diligence to ensure that they afford the best value for money for the Council, align with its core priorities and do not expose the Council to unnecessary risk that could put future delivery of services in jeopardy.

### **Capital Expenditure Forecasts**

- 3.5 The Council's forecasts for the period 2023/24 to 2027/28 are shown below, the more detailed Capital Programme can be found as an Appendix C with the Council's approved Capital Budget.

	£'s
Executive Head of Regeneration and Communities	3,131,000
Executive Head of Commercial	655,000
Executive Head of Place	10,018,000
Coastal Defence Partnership Manager	10,995,000
<b>Total Capital Expenditure</b>	<b>24,799,000</b>
Funded By:	
Grants	21,395,000
Community Infrastructure Levy	3,165,000
Section 106 Contributions	79,000
Corporate reserves	160,000
<b>Total resources</b>	<b>24,799,000</b>

### **Current Resource Forecasts**

- 3.6 The Council's capital programme will be financed (or paid for) through a variety of sources and the Chief Finance Officer will make recommendations on the most effective way of financing the Capital programme to optimise the overall use of resources. The Capital Programme is detailed at Appendix C.

#### *Capital grants*

- 3.7 The Council receives one primary capital grant from central Government to support its role in providing Disabled Facilities Grants; for 2023/24 the Council has been allocated £1.628M. The grant is distributed through the County Council as part of the wider Better Care Fund and, as such, future year's allocations may therefore be subject to change.

#### *Revenue contributions and reserves*

- 3.8 The capital programme can also be financed through the use of reserves (both capital and revenue) although revenue contributions will have an overall effect on the General Fund revenue budget.

#### *Capital receipts*

- 3.9 Capital receipts arise principally from the sale of Council capital assets. The sales of assets are utilised to support the Capital programme in the Capital Strategy. The usable capital receipts reserve contains a current balance of £10.321M

#### *Borrowing requirement*

- 3.10 The borrowing requirements have been updated to reflect the potential financing needs to support the HBC Corporate and Regeneration Strategies.

## **4.0 Treasury Management Strategy**

- 4.1 The Capital Strategy is an accompaniment to the Treasury Management Strategy. The latter sets out the required Prudential Indicators for Treasury Management and Capital Expenditure, and includes a Policy Statement for the Minimum Revenue Provision (MRP) for borrowing.

## **5.0 Commercial activity**

- 5.1 Whilst the Council does currently receive income from investment properties it does not actively seek to generate additional revenue income through the purchase of investment properties.

## 6.0 Knowledge and Skills

- 6.1 The Council utilises the knowledge and skills of its internal officers when considering capital investment decisions and where necessary it also relies on the expert knowledge of specialist external advisors.
- 6.2 The Council employs professionally qualified legal, finance and property officers who are able to offer advice and guidance when considering any capital investment decisions.

### *Finance*

- 6.3 The Section 151 Officer and Head of Corporate Finance (Deputy S151) are professionally qualified to advise the Council on all financial aspects of capital decisions. They also have numerous years of experience of how Councils work, and also undertake Continuous Professional Development. In addition, they maintain knowledge and skills through regular technical updates from appropriate bodies.

### *Property*

- 6.4 The Council's in-house property team is made up of a number of Chartered Surveyors who advise the Council on all property matters. They are all members of the Royal Institution of Chartered Surveyors (RICS) and comply with the RICS's rules in relation to Continuing Professional Development. The Property Services Manager is also an RICS Registered Valuer.

### *Legal*

- 6.5 Legal Staff are professionally qualified as either solicitors or legal executives and are regulated by their respective professional bodies (Solicitors Regulation Body/Institute of Legal Executives). The staff undertake Continuing Professional Development and their rules of conduct require that they have an appropriate level of skill and expertise. All staff are aware of the operational structure of the Council. The Council will also use external specialist legal advice on more complex transactions as and when required.

### *External Advice*

- 6.6 The Council uses external advisors where necessary in order to complement the knowledge its own officers hold. Some of these advisors are contracted on long term contracts or are appointed on an ad-hoc basis when necessary.



Service	Charge item	22/23 Gross Price (Inc. VAT)	% increase to be applied to 23/24 price	23/24 Gross Price (Inc. VAT)
Cemeteries	Persons under 16 years	£ -	0%	£ -
Cemeteries	Persons 16 years or over - new grave (single)	£ 1,000.00	8%	£ 1,080.00
Cemeteries	Persons 16 years or over - new grave (double)	£ 1,200.00	8%	£ 1,296.00
Cemeteries	Persons 16 years or over - reopen existing grave	£ 707.40	8%	£ 764.00
Cemeteries	Children's Section - exclusive right of burial/earthen grave for 50 years (inc certificate)	£ 330.40	8%	£ 357.00
Cemeteries	Adult Section - exclusive right of burial/earthen grave for 50 years (inc certificate)	£ 1,250.00	8%	£ 1,350.00
Cemeteries	Adult Section - interment of cremated remains	£ 290.20	8%	£ 314.00
Cemeteries	Adult Section - transfer of exclusive right of burial	£ 46.60	8%	£ 51.00
Cemeteries	Adult Section - right to erect a memorial	£ 173.70	8%	£ 188.00
Cemeteries	Adult Section - right to place a stone vase	£ 69.90	8%	£ 76.00
Cemeteries	Adult Section - memorial and full kerb (HM only)	£ 203.30	8%	£ 220.00
Cemeteries	Adult Section - replacement of existing kerb set	£ 146.10	8%	£ 158.00
Cemeteries	Adult Section - exhumation of remains - charged at cost	Variable		Variable
Cemeteries	Old Garden of Rest - interment of cremated remains	£ 463.80	8%	£ 501.00
Cemeteries	Old Garden of Rest - exclusive right of burial for 50 years	£ 330.40	8%	£ 357.00
Cemeteries	Old Garden of Rest - right to place a plaque	£ 57.20	8%	£ 62.00
Cemeteries	Old Garden of Rest - interment of additional casket	£ 290.20	8%	£ 314.00
Cemeteries	New Garden of Rest - exclusive right of burial	£ 290.20	8%	£ 314.00
Cemeteries	New Garden of Rest - right to erect memorial for 10 years	£ 173.70	8%	£ 188.00
Cemeteries	New Garden of Rest - burial of subsequent cremated remains	£ 290.20	8%	£ 314.00
Cemeteries	Natural burial area - under 16 years	£ -	8%	£ -
Cemeteries	Natural burial area - single depth grave	£ 853.60	8%	£ 922.00
Cemeteries	Natural burial area - interment of ashes (no casket)	£ 290.20	8%	£ 314.00
Cemeteries	Natural burial area - memorial cleaning	£ 25.40	8%	£ 28.00
Cemeteries	Natural burial area - memorial plaques	£ 231.90	8%	£ 251.00
	<b>Double charges will be made for fees to non-residents of the Borough</b>			
<b>Cemeteries</b>	<b>(after five years outside the Borough)</b>			
Pest Control	Agricultural - hourly rate	£ 95.00	8%	£ 103.00
Pest Control	Bed bugs - commercial - hourly rate	£ 95.00	8%	£ 103.00
Pest Control	Bed bugs - domestic	£ 233.00	8%	£ 252.00
Pest Control	Bed bugs - domestic concessionary	£ 17.00	8%	£ 19.00
Pest Control	Cockroaches - commercial - hourly rate	£ 96.00	8%	£ 104.00
Pest Control	Cockroaches - domestic	£ 61.00	8%	£ 66.00
Pest Control	Cockroaches - domestic concessionary	£ -	8%	£ -
Pest Control	Rats - commercial and other premises - hourly rate	£ 95.00	8%	£ 103.00
Pest Control	Rats - domestic	£ 80.00	0%	£ 80.00
Pest Control	Rats - domestic concessionary	£ -	8%	£ -
Pest Control	Fleas - commercial and other premises	£ 95.00	8%	£ 103.00
Pest Control	Fleas - domestic (1-3 bedrooms)	£ 101.00	8%	£ 110.00
Pest Control	Fleas - domestic (4-6 bedrooms)	£ 127.00	8%	£ 138.00
Pest Control	Fleas - domestic concessionary (1-3 bedrooms)	£ 30.00	8%	£ 33.00
Pest Control	Fleas - domestic concessionary (4-6 bedrooms)	£ 47.00	8%	£ 51.00
Pest Control	Mice - commercial and other premises - hourly rate	£ 95.00	8%	£ 103.00
Pest Control	Mice - domestic	£ 80.00	0%	£ 80.00
Pest Control	Mice - domestic concessionary	£ -	8%	£ -
Pest Control	Wasps - single treatment for either domestic or commercial premises	£ 79.00	8%	£ 86.00
Pest Control	Wasps - treatment for additional nests	£ 32.00	8%	£ 35.00
Pest Control	Wasps - single treatment for domestic concessionary	£ 30.00	8%	£ 33.00
Pest Control	Wasps - treatment for additional nests for domestic concessionary	£ 10.00	8%	£ 11.00
Pest Control	Drain clearing - rodding method only	£ 98.00	8%	£ 106.00
Stray Dogs	Handling charge for dealing with stray dog	£ 25.00	-	£ 25.00
Stray Dogs	Out of hours charge for the acceptance of stray dog	£ 11.00	8%	£ 12.00
Stray Dogs	Kennels - dog taken in but not kept overnight	£ 26.00	8%	£ 29.00
Stray Dogs	Kennels - dog kept for up to two days in kennels	£ 52.00	8%	£ 57.00
Stray Dogs	Kennels - dog kept for up to three days in kennels	£ 78.00	8%	£ 85.00
Stray Dogs	Kennels - dog kept for up to four days in kennels	£ 104.00	8%	£ 113.00
Stray Dogs	Kennels - dog kept for up to five days in kennels	£ 130.00	8%	£ 141.00
Stray Dogs	Kennels - dog kept for up to six days in kennels	£ 156.00	8%	£ 169.00
Stray Dogs	Kennels - dog kept for up to seven days in kennels	£ 182.00	8%	£ 197.00
Stray Dogs	Kennels - dog kept for up to eight days in kennels	£ 208.00	8%	£ 225.00
Stray Dogs	Emergency medical treatment of dogs in care of the Council (recovery of costs)	Variable		Variable
Stray Dogs	Call out fee for the support of bailiffs (per visit, per officer)	£ 51.00	8%	£ 56.00
Animal Welfare Licensing	Zoo applications (charged at hourly rate, will include interim and full inspections and work undertaken to reinspection, excludes vet inspections which will be recharged separately at cost price)	Hourly rate		Hourly rate
Animal Welfare Licensing	Animal boarding (dogs or cats) - application fee	£ 368.10	8%	£ 398.00
Animal Welfare Licensing	Animal boarding (dogs or cats) - compliance fee	£ 115.75	8%	£ 126.00

Animal Welfare Licensing	Home boarding or daycare for dogs - application fee	£	346.60	8%	£	375.00
Animal Welfare Licensing	Home boarding or daycare for dogs - compliance fee	£	115.75	8%	£	126.00
Animal Welfare Licensing	Commercial dog day care - application fee	£	346.60	8%	£	375.00
Animal Welfare Licensing	Commercial dog day care - compliance fee	£	115.75	8%	£	126.00
Animal Welfare Licensing	Dog breeding - application fee (excludes vet inspections which will be recharged separately at cost price)	£	497.10	8%	£	537.00
Animal Welfare Licensing	Dog breeding - compliance fee	£	115.75	8%	£	126.00
Animal Welfare Licensing	Horse riding establishment (1-9 horses) - application fee (excludes vet inspections which will be recharged separately at cost price)	£	497.10	8%	£	537.00
Animal Welfare Licensing	Horse riding establishment (1-9 horses) - compliance fee	£	82.00	8%	£	89.00
Animal Welfare Licensing	Horse riding establishment (10-19 horses) - application fee (excludes vet inspections which will be recharged separately at cost price)	£	518.60	8%	£	561.00
Animal Welfare Licensing	Horse riding establishment (10-19 horses) - compliance fee	£	82.00	8%	£	89.00
Animal Welfare Licensing	Horse riding establishment (20+ horses) - application fee (excludes vet inspections which will be recharged separately at cost price)	£	540.10	8%	£	584.00
Animal Welfare Licensing	Horse riding establishment (20+ horses) - compliance fee	£	82.00	8%	£	89.00
Animal Welfare Licensing	Performing and exhibiting animals - application fee	£	411.10	8%	£	444.00
Animal Welfare Licensing	Pet shop - application fee	£	411.10	8%	£	444.00
Animal Welfare Licensing	Pet shop - compliance fee	£	71.00	8%	£	77.00
Animal Welfare Licensing	Dangerous Wild Animal Act - application for 2 year license (excludes vet inspections which will be recharged separately at cost price)	£	487.00	8%	£	526.00
Animal Welfare Licensing	Any variation or amendment to licenses (£30 minimum + £25.50 per hour for additional work as agreed)	Variable			Variable	
Animal Welfare Licensing	Request for re-rating	£	115.75	8%	£	126.00
Animal Welfare Licensing	Appeal costs associated with unsuccessful appeal	£	90.80	8%	£	99.00
Environmental Protection	Contaminated land enquiries - per property or plot - hourly rate	£	49.00	8%	£	53.00
Environmental Protection	Environmental enquiry on domestic property	£	65.00	8%	£	71.00
Environmental Protection	Environmental enquiry on non-domestic property	£	65.00	8%	£	71.00
Environmental Protection	Pre-application planning service for contaminated land - desk advice	£	135.00	8%	£	146.00
Food Safety	Export certificate - new business request	£	150.00	8%	£	162.00
Food Safety	Export certificate - repeat request (minimum three days' notice)	£	88.00	8%	£	96.00
Food Safety	Export certificate - repeat request (additional charge for less than three days' notice)	£	43.00	8%	£	47.00
Food Safety	Export certificate - charge for additional site visits	£	96.00	8%	£	104.00
Food Safety	Reinspections under NFHRS	£	190.00	8%	£	206.00
Food Safety	Surrender of unsound food - each	£	28.00	8%	£	31.00
Food Safety	Safer Food Better Business - catering pack	£	12.00	8%	£	13.00
Food Safety	Safer Food Better Business - retailer pack	£	10.00	8%	£	11.00
Food Safety	Safer Food Better Business - childminders' pack	£	5.10	8%	£	6.00
Food Safety	Safer Food Better Business - diary pack	£	5.10	8%	£	6.00
Taxi Licensing	Vehicles - Hackney carriage licence	£	219.00	8%	£	237.00
Taxi Licensing	Vehicles - Private hire licence	£	157.00	8%	£	170.00
Taxi Licensing	Vehicles - Exemption certificate	£	53.00	8%	£	58.00
Taxi Licensing	Vehicles - Temporary vehicle licence	£	68.00	8%	£	74.00
Taxi Licensing	Vehicles - Transfer of vehicle proprietor	£	39.00	8%	£	43.00
Taxi Licensing	Vehicles - Change vehicle registration	£	54.00	8%	£	59.00
Taxi Licensing	Vehicles - Replacement licence	£	14.00	8%	£	16.00
Taxi Licensing	Vehicles - Replacement vehicle plate	£	28.00	8%	£	31.00
Taxi Licensing	Operators - Operator licence (5 years)	£	347.00	8%	£	375.00
Taxi Licensing	Operators - Operator licence (1 year)	£	143.00	8%	£	155.00
Taxi Licensing	Drivers (combined PH/HC) - New driver (3 years)	£	210.00	8%	£	227.00
Taxi Licensing	Drivers (combined PH/HC) - New driver (1 year)	£	150.00	8%	£	162.00
Taxi Licensing	Drivers (combined PH/HC) - Driver - renewal (3 years)	£	169.00	8%	£	183.00
Taxi Licensing	Drivers (combined PH/HC) - Driver - renewal (1 year)	£	145.00	8%	£	157.00
Taxi Licensing	Drivers (combined PH/HC) - Knowledge test	£	43.00	8%	£	47.00
Taxi Licensing	Drivers (combined PH/HC) - Replacement ID badge	£	19.00	8%	£	21.00
Taxi Licensing	Drivers (combined PH/HC) - Replacement licence	£	14.00	8%	£	16.00
Taxi Licensing	Drivers (combined PH/HC) - Change of address	£	21.00	8%	£	23.00
Taxi Licensing	Drivers (combined PH/HC) - Change of address and/or name	£	29.00	8%	£	32.00
Taxi Licensing	Accessories - pair of pouches	£	12.00	8%	£	13.00
Taxi Licensing	Accessories - universal bracket	£	12.00	8%	£	13.00
Taxi Licensing	Accessories - number plate bracket	£	20.40	8%	£	23.00
Licensing Act 2003	Premises and club premises fees - main fees - <a href="https://www.gov.uk/government/publications/alcohol-licensing-fee-levels/main-fee-levels">https://www.gov.uk/government/publications/alcohol-licensing-fee-levels/main-fee-levels</a>	Listed on gov.uk			Listed on gov.uk	
Licensing Act 2003	Additional fees - <a href="https://www.gov.uk/government/publications/alcohol-licensing-fee-levels/additional-and-other-fees">https://www.gov.uk/government/publications/alcohol-licensing-fee-levels/additional-and-other-fees</a>	Listed on gov.uk			Listed on gov.uk	
Gambling Act 2005	Regional casino - Application fee for new premises	£	12,000.00	-	£	12,000.00
Gambling Act 2005	Regional casino - Annual fee	£	12,000.00	-	£	12,000.00
Gambling Act 2005	Regional casino - Fee for application for provisional statement	£	12,000.00	-	£	12,000.00
Gambling Act 2005	Regional casino - Fee for application to reinstate licence	£	5,200.00	-	£	5,200.00
Gambling Act 2005	Regional casino - Fee for notification of change of details	£	50.00	-	£	50.00
Gambling Act 2005	Regional casino - Fee for application to vary licence	£	6,000.00	-	£	6,000.00
Gambling Act 2005	Regional casino - Fee for application to transfer licence	£	5,200.00	-	£	5,200.00

Gambling Act 2005	Regional casino - Fee for application for copy of licence	£	25.00	-	£	25.00
Gambling Act 2005	Large casino - Application fee for new premises	£	8,000.00	-	£	8,000.00
Gambling Act 2005	Large casino - Annual fee	£	8,000.00	-	£	8,000.00
Gambling Act 2005	Large casino - Fee for application for provisional statement	£	8,000.00	-	£	8,000.00
Gambling Act 2005	Large casino - Fee for application to reinstate licence	£	1,720.00	-	£	1,720.00
Gambling Act 2005	Large casino - Fee for notification of change of details	£	50.00	-	£	50.00
Gambling Act 2005	Large casino - Fee for application to vary licence	£	4,000.00	-	£	4,000.00
Gambling Act 2005	Large casino - Fee for application to transfer licence	£	1,720.00	-	£	1,720.00
Gambling Act 2005	Large casino - Fee for application for copy of licence	£	25.00	-	£	25.00
Gambling Act 2005	Small casino - Application fee for new premises	£	6,400.00	-	£	6,400.00
Gambling Act 2005	Small casino - Annual fee	£	4,000.00	-	£	4,000.00
Gambling Act 2005	Small casino - Fee for application for provisional statement	£	6,400.00	-	£	6,400.00
Gambling Act 2005	Small casino - Fee for application to reinstate licence	£	1,440.00	-	£	1,440.00
Gambling Act 2005	Small casino - Fee for notification of change of details	£	50.00	-	£	50.00
Gambling Act 2005	Small casino - Fee for application to vary licence	£	3,200.00	-	£	3,200.00
Gambling Act 2005	Small casino - Fee for application to transfer licence	£	1,440.00	-	£	1,440.00
Gambling Act 2005	Small casino - Fee for application for copy of licence	£	25.00	-	£	25.00
Gambling Act 2005	Converted (existing) casino - Application fee for new premises	N/A		-	N/A	
Gambling Act 2005	Converted (existing) casino - Annual fee	£	2,400.00	-	£	2,400.00
Gambling Act 2005	Converted (existing) casino - Fee for application for provisional statement	N/A		-	N/A	
Gambling Act 2005	Converted (existing) casino - Fee for application to reinstate licence	£	1,080.00	-	£	1,080.00
Gambling Act 2005	Converted (existing) casino - Fee for notification of change of details	£	50.00	-	£	50.00
Gambling Act 2005	Converted (existing) casino - Fee for application to vary licence	£	1,600.00	-	£	1,600.00
Gambling Act 2005	Converted (existing) casino - Fee for application to transfer licence	£	1,080.00	-	£	1,080.00
Gambling Act 2005	Converted (existing) casino - Fee for application for copy of licence	£	25.00	-	£	25.00
Gambling Act 2005	Bingo premises - Application fee for new premises	£	2,800.00	-	£	2,800.00
Gambling Act 2005	Bingo premises - Annual fee	£	800.00	-	£	800.00
Gambling Act 2005	Bingo premises - Fee for application for provisional statement	£	2,800.00	-	£	2,800.00
Gambling Act 2005	Bingo premises - Fee for application to reinstate licence	£	960.00	-	£	960.00
Gambling Act 2005	Bingo premises - Fee for notification of change of details	£	50.00	-	£	50.00
Gambling Act 2005	Bingo premises - Fee for application to vary licence	£	1,400.00	-	£	1,400.00
Gambling Act 2005	Bingo premises - Fee for application to transfer licence	£	960.00	-	£	960.00
Gambling Act 2005	Bingo premises - Fee for application for copy of licence	£	25.00	-	£	25.00
Gambling Act 2005	Adult gaming centre - Application fee for new premises	£	1,600.00	-	£	1,600.00
Gambling Act 2005	Adult gaming centre - Annual fee	£	800.00	-	£	800.00
Gambling Act 2005	Adult gaming centre - Fee for application for provisional statement	£	1,600.00	-	£	1,600.00
Gambling Act 2005	Adult gaming centre - Fee for application to reinstate licence	£	960.00	-	£	960.00
Gambling Act 2005	Adult gaming centre - Fee for notification of change of details	£	50.00	-	£	50.00
Gambling Act 2005	Adult gaming centre - Fee for application to vary licence	£	800.00	-	£	800.00
Gambling Act 2005	Adult gaming centre - Fee for application to transfer licence	£	960.00	-	£	960.00
Gambling Act 2005	Adult gaming centre - Fee for application for copy of licence	£	25.00	-	£	25.00
Gambling Act 2005	Betting premises (track) - Application fee for new premises	£	2,000.00	-	£	2,000.00
Gambling Act 2005	Betting premises (track) - Annual fee	£	800.00	-	£	800.00
Gambling Act 2005	Betting premises (track) - Fee for application for provisional statement	£	2,000.00	-	£	2,000.00
Gambling Act 2005	Betting premises (track) - Fee for application to reinstate licence	£	760.00	-	£	760.00
Gambling Act 2005	Betting premises (track) - Fee for notification of change of details	£	50.00	-	£	50.00
Gambling Act 2005	Betting premises (track) - Fee for application to vary licence	£	1,000.00	-	£	1,000.00
Gambling Act 2005	Betting premises (track) - Fee for application to transfer licence	£	760.00	-	£	760.00
Gambling Act 2005	Betting premises (track) - Fee for application for copy of licence	£	25.00	-	£	25.00
Gambling Act 2005	Family entertainment centre - Application fee for new premises	£	1,600.00	-	£	1,600.00
Gambling Act 2005	Family entertainment centre - Annual fee	£	600.00	-	£	600.00
Gambling Act 2005	Family entertainment centre - Fee for application for provisional statement	£	1,600.00	-	£	1,600.00
Gambling Act 2005	Family entertainment centre - Fee for application to reinstate licence	£	760.00	-	£	760.00
Gambling Act 2005	Family entertainment centre - Fee for notification of change of details	£	50.00	-	£	50.00
Gambling Act 2005	Family entertainment centre - Fee for application to vary licence	£	800.00	-	£	800.00
Gambling Act 2005	Family entertainment centre - Fee for application to transfer licence	£	760.00	-	£	760.00
Gambling Act 2005	Family entertainment centre - Fee for application for copy of licence	£	25.00	-	£	25.00
Gambling Act 2005	Betting premises (other) - Application fee for new premises	£	2,400.00	-	£	2,400.00
Gambling Act 2005	Betting premises (other) - Annual fee	£	480.00	-	£	480.00
Gambling Act 2005	Betting premises (other) - Fee for application for provisional statement	£	2,400.00	-	£	2,400.00
Gambling Act 2005	Betting premises (other) - Fee for application to reinstate licence	£	960.00	-	£	960.00
Gambling Act 2005	Betting premises (other) - Fee for notification of change of details	£	50.00	-	£	50.00
Gambling Act 2005	Betting premises (other) - Fee for application to vary licence	£	1,200.00	-	£	1,200.00
Gambling Act 2005	Betting premises (other) - Fee for application to transfer licence	£	960.00	-	£	960.00
Gambling Act 2005	Betting premises (other) - Fee for application for copy of licence	£	25.00	-	£	25.00
Gambling Act 2005	Gambling Act permits - FEC Gaming Machine - Transitional fee	£	100.00	-	£	100.00
Gambling Act 2005	Gambling Act permits - FEC Gaming Machine - Application fee	£	300.00	-	£	300.00
Gambling Act 2005	Gambling Act permits - FEC Gaming Machine - Renewal fee	£	300.00	-	£	300.00
Gambling Act 2005	Gambling Act permits - Prize Gaming - Transitional fee	£	100.00	-	£	100.00
Gambling Act 2005	Gambling Act permits - Prize Gaming - Application fee	£	300.00	-	£	300.00
Gambling Act 2005	Gambling Act permits - Prize Gaming - Renewal fee	£	300.00	-	£	300.00
Gambling Act 2005	Gambling Act permits - Alcohol Licensed Premises (2 or less machines) - Application fee	£	50.00	-	£	50.00

Gambling Act 2005	Gambling Act permits - Alcohol Licensed Premises (more than 2 machines) - Transitional fee	£	100.00	-	£	100.00
Gambling Act 2005	Gambling Act permits - Alcohol Licensed Premises (more than 2 machines) - Application fee	£	150.00	-	£	150.00
Gambling Act 2005	Gambling Act permits - Alcohol Licensed Premises (more than 2 machines) - Annual fee	£	50.00	-	£	50.00
Gambling Act 2005	Gambling Act permits - Alcohol Licensed Premises (more than 2 machines) - Variation fee	£	100.00	-	£	100.00
Gambling Act 2005	Gambling Act permits - Alcohol Licensed Premises (more than 2 machines) - Transfer fee	£	25.00	-	£	25.00
Gambling Act 2005	Gambling Act permits - Club Gaming Permit - Transitional fee	£	100.00	-	£	100.00
Gambling Act 2005	Gambling Act permits - Club Gaming Permit - Application fee	£	200.00	-	£	200.00
Gambling Act 2005	Gambling Act permits - Club Gaming Permit - Annual fee	£	50.00	-	£	50.00
Gambling Act 2005	Gambling Act permits - Club Gaming Permit - Renewal	£	200.00	-	£	200.00
Gambling Act 2005	Gambling Act permits - Club Gaming Permit - Fast track renewal	£	100.00	-	£	100.00
Gambling Act 2005	Gambling Act permits - Club Gaming Permit - Variation fee	£	100.00	-	£	100.00
Gambling Act 2005	Gambling Act permits - Club Machine Permit - Transitional fee	£	100.00	-	£	100.00
Gambling Act 2005	Gambling Act permits - Club Machine Permit - Application fee	£	200.00	-	£	200.00
Gambling Act 2005	Gambling Act permits - Club Machine Permit - Annual fee	£	50.00	-	£	50.00
Gambling Act 2005	Gambling Act permits - Club Machine Permit - Renewal	£	200.00	-	£	200.00
Gambling Act 2005	Gambling Act permits - Club Machine Permit - Fast track renewal	£	100.00	-	£	100.00
Gambling Act 2005	Gambling Act permits - Club Machine Permit - Variation fee	£	100.00	-	£	100.00
Gambling Act 2005	Gambling Act permits - Small Society Lottery Registration - Application fee	£	40.00	-	£	40.00
Gambling Act 2005	Gambling Act permits - Small Society Lottery Registration - Renewal fee	£	20.00	-	£	20.00
Gambling Act 2005	Gambling Act permits - Change of name (except Society Lotteries, Club Gaming and Club Gaming Machine Permits)	£	25.00	-	£	25.00
Gambling Act 2006	Copy of permit (except Small Society Lotteries)	£	15.00	-	£	15.00
Street Trading Consents	Street trading licence - 6 months consent (£5.25 per day, minimum £600)	Variable			Variable	
Street Trading Consents	Street trading licence - annual consent (£5.25 per day, minimum £1000, maximum £1800)	Variable			Variable	
Street Trading Consents	Temporary street trading - daily	£	131.00	8%	£	142.00
Street Trading Consents	Temporary street trading - Mon to Sat	£	599.00	8%	£	647.00
Other Licensing	Control of sex establishments licence fee	£	4,400.00	-	£	4,400.00
Other Licensing	Skin piercing registration	£	124.00	8%	£	134.00
Other Licensing	Administration fee (in addition to the above)	£	17.00	8%	£	19.00
Other Licensing	Scrap Metal Dealer Act 2013 - collectors licence	£	110.00	8%	£	119.00
Other Licensing	Scrap Metal Dealer Act 2013 - site licence	£	260.00	8%	£	281.00
Other Licensing	Scrap Metal Dealer Act 2013 - vary from collectors to site licence	£	180.00	8%	£	195.00
Other Licensing	Scrap Metal Dealer Act 2013 - other variations (site to collectors, change of name or address)	£	30.00	8%	£	33.00
Other Licensing	Primary Authority Partnership work	Variable		8%	Variable	
Private Sector Housing	British entry clearance (housing inspections)	£	122.00	8%	£	132.00
Private Sector Housing	HMO Licence (5 or less occupants) - 5 year licence	£	600.00	-	£	600.00
Private Sector Housing	HMO Licence (6 to 10 occupants) - 5 year licence	£	710.00	-	£	710.00
Private Sector Housing	HMO Licence (11 to 15 occupants) - 5 year licence	£	820.00	-	£	820.00
Private Sector Housing	HMO Licence (16 to 20 occupants) - 5 year licence	£	930.00	-	£	930.00
Private Sector Housing	HMO Licence (20+ occupants) - 5 year licence	£	1,040.00	-	£	1,040.00
Electoral Services	Basic electoral register full paper - per 1000 electors (plus admin fee of £10)	£	5.00	-	£	5.00
Electoral Services	Basic electoral register full data - per 1000 electors (plus admin fee of £20)	£	1.50	-	£	1.50
Electoral Services	Basic electoral register edited paper - per 1000 electors (plus admin fee of £10)	£	5.00	-	£	5.00
Electoral Services	Basic electoral register edited data - per 1000 electors (plus admin fee of £20)	£	1.50	-	£	1.50
Electoral Services	Marked electoral register - data - per 1000 electors (plus admin fee of £10)	£	1.00	-	£	1.00
Electoral Services	Marked electoral register - paper - per 1000 electors (plus admin fee of £10)	£	2.00	-	£	2.00
Electoral Services	Electoral register - monthly updates	£	38.00	-	£	38.00
Electoral Services	Certificate of residency - by email	£	6.60	8%	£	8.00
Electoral Services	Certificate of residency - by post	£	12.00	8%	£	13.00
Civil Engineering and Landscape	Memorial bench - installation/replacement, maintenance and administration (excludes cost of memorial plaque)	£	700.00	8%	£	756.00
Civil Engineering and Landscape	Shared memorial bench (based on two plaques per memorial) - installation/replacement, maintenance and administration (excludes cost of memorial plaque)	£	350.00	8%	£	378.00
Civil Engineering and Landscape	Installation of memorial bench and plaque - not including cost of seat or plaque (on the highway)	£	147.00	8%	£	159.00
Civil Engineering and Landscape	Installation of replacement memorial bench and plaque - not including cost of seat or plaque (on the highway)	£	189.00	8%	£	205.00
Civil Engineering and Landscape	Installation of new plaque on an existing bench - not including cost of plaque (on the highway)	£	100.00	8%	£	108.00
Civil Engineering and Landscape	Administration charge - memorial seat and plaque (on the highway)	£	170.70	8%	£	185.00

Building Control	All work charged at hourly rate of £63.33 plus VAT	£	78.00	8%	£	85.00
Arboriculture	Pre-application charge - per hour	£	99.00	8%	£	107.00
Arboriculture	External arboricultural consultancy - per hour	£	67.00	8%	£	73.00
Enforcement	Breach of Public Space Protection Order - dog fouling	£	100.00	-	£	100.00
Enforcement	Littering fine - per event	£	80.00	-	£	80.00
Enforcement	Flytipping fine - per event	Variable		-	Variable	
Enforcement	Flyposting fine - per event	£	80.00	-	£	80.00
Enforcement	Graffiti fine - per event	£	80.00	-	£	80.00
Enforcement	Nuisance parking fine	£	100.00	-	£	100.00
Enforcement	Failure to produce waste transfer note fine	£	300.00	-	£	300.00
Enforcement	Domestic waste receptacle offences fine	£	80.00	-	£	80.00
Enforcement	Industrial and commercial waste receptacle offences fine	£	80.00	-	£	80.00
Allotments and Beach Huts	Allotment - replacement key	£	14.00	8%	£	16.00
Allotments and Beach Huts	Allotment - annual fee per square metre - resident	£	0.50	8%	£	0.54
Allotments and Beach Huts	Allotment - annual fee per square metre - non-resident	£	1.00	8%	£	1.08
Allotments and Beach Huts	Beach huts - HBC-owned hut annual rental - resident (pro rata charges apply)	£	928.00	8%	£	1,003.00
Allotments and Beach Huts	Beach huts - HBC-owned hut annual rental - non-resident (pro rata charges apply)	£	1,856.00	8%	£	2,005.00
Allotments and Beach Huts	Beach huts - private hut licence fee - resident	£	600.00	8%	£	648.00
Allotments and Beach Huts	Beach huts - private hut licence fee - non-resident	£	1,310.00	8%	£	1,415.00
Allotments and Beach Huts	Beach huts - private hut - transfer of licence	£	105.00	8%	£	114.00
<b>VAT will be charged at standard rate, however in some instances VAT exemptions will apply.</b>						
<b>Exemptions apply as follows:- a. A letting or hiring for a continuous period of more than 24 hours</b>						
<b>1. each let is for the same activity in the same place, and</b>						
<b>2. the interval between lets is not less than one day and not more than 14 days, and</b>						
<b>3. payment must be for the whole series of the lets and is so evidenced in writing, and</b>						
<b>4. the lessee/hirer has exclusive use of the facilities, and 5. the lessee/hirer is a school, a club, an</b>						
<b>Prices are per pitch, per match unless stated otherwise.</b>						
<b>Any damage to Changing Rooms will be charged accordingly for cost of repair including labour and</b>						
Sports	Cricket - Senior grass wicket with changing rooms - All day	£	96.00	0%	£	96.00
Sports	Cricket - Senior grass wicket without changing rooms - All day	£	76.80	0%	£	77.00
Sports	Cricket - Junior grass wicket with changing rooms - All day	£	54.00	0%	£	54.00
Sports	Cricket - Junior grass wicket without changing rooms - All day	£	43.20	0%	£	44.00
Sports	Cricket - Senior Grass wicket with changing rooms - Morning, Afternoon, Evening match (up to 4hrs)	£	69.60	0%	£	70.00
Sports	Cricket - Senior Grass wicket without changing rooms - Morning, Afternoon, Evening match (up to 4hrs)	£	56.40	0%	£	57.00
Sports	Cricket - Junior Grass wicket with changing rooms - Morning, Afternoon, Evening match (up to 4hrs)	£	38.40	0%	£	39.00
Sports	Cricket - Junior Grass wicket without changing rooms - Morning, Afternoon, Evening match (up to 4hrs)	£	31.20	0%	£	32.00
Sports	Cricket - Artificial wicket with changing rooms - All day	£	45.60	0%	£	46.00
Sports	Cricket - Artificial wicket without changing rooms - All day	£	36.00	0%	£	36.00
Sports	Cricket - Artificial wicket with changing rooms - Morning, Afternoon, Evening match (up to 4hrs)	£	31.20	0%	£	32.00
Sports	Cricket - Artificial wicket without changing rooms - Morning, Afternoon, Evening match (up to 4hrs)	£	25.20	0%	£	26.00
Sports	Rugby - Senior Pitch with changing rooms	£	74.40	0%	£	75.00
Sports	Rugby - Senior Pitch without changing rooms	£	60.00	0%	£	60.00
Sports	Rugby - Junior Pitch with changing rooms	£	43.20	0%	£	44.00
Sports	Rugby - Junior Pitch without changing rooms	£	34.80	0%	£	35.00
Sports	Rugby - Senior Training up to 2hrs, no changing- £11per hr after 2hrs evening only.	£	22.20	0%	£	23.00
Sports	Rugby - Junior Training up to 2hrs, no changing- £11per hr after 2hrs evening only.	£	14.40	0%	£	15.00
Sports	Football - Senior Pitch with changing rooms	£	74.40	0%	£	75.00
Sports	Football - Senior Pitch without changing rooms	£	60.00	0%	£	60.00
Sports	Football - Junior Pitch 11 v 11 with changing rooms	£	43.20	0%	£	44.00
Sports	Football - Junior Pitch 11 v 11 without changing rooms	£	34.80	0%	£	35.00
Sports	Football - Junior Pitch 9v9 with changing rooms	£	27.60	0%	£	28.00
Sports	Football - Junior Pitch 9v9 without changing rooms	£	22.80	0%	£	23.00
Sports	Football - Mini Soccer/7v7 with changing rooms	£	22.80	0%	£	23.00
Sports	Football - Mini Soccer/7v7 without changing rooms	£	18.00	0%	£	18.00
Sports	Football - Senior Training up to 2hrs, no changing- £11per hr after 2hrs evening only.	£	22.20	0%	£	23.00
Sports	Football - Junior Training up to 2hrs, no changing- £11per hr after 2hrs evening only.	£	14.40	0%	£	15.00
Sports	Additional - Use of changing rooms (separate booking)	£	30.00	0%	£	30.00
Sports	Additional - Charge for additional cleaning of changing rooms, litter picking pitches after use or replacing equipment not returned to store.	£	50.40	0%	£	51.00
Sports	Additional - Attendant supplement- to open facility & set up match play- hourly rate, minimum 2 hour booking.	£	19.20	0%	£	20.00
Sports	Additional - Refundable deposit for changing room keys for the season	£	48.00	0%	£	48.00

Property	Freehold sale - instigated by purchaser - payable whether reaches completion or not - reimbursement of external fees incurred are payable in addition	£	1,000.00	8%	£	1,080.00
Property	Grant of easement or wayleave to statutory undertaker - hourly rate plus disbursements	£	102.00	8%	£	111.00
Property	Grant of easements other than to statutory undertakers - instigated by purchaser - payable whether reaches completion or not - reimbursement of external fees incurred are payable in addition	£	1,000.00	8%	£	1,080.00
Property	Grant of licence for < 3months - low risk activity, no significant income generation - instigated by licensee - £150	£	150.00	8%	£	162.00
Property	Grant of licence for 3-12 months - low risk activity, no significant income generation - instigated by licensee	£	300.00	8%	£	324.00
Property	Grant of licence any duration - high risk or significant income generation - instigated by licensee	£	1,000.00	8%	£	1,080.00
Property	Grant or renewal of Landlord & Tenant Act lease - one year's rent up to a maximum of £2,500	Variable		8%	Variable	
Property	Grant or renewal of common law lease - one year's rent or 2% of lease premium up to a maximum of £2,500	Variable		8%	Variable	
Property	Grant of a tenancy at will - either at tenant's instigation or required due to tenants actions/inactions	£	300.00	8%	£	324.00
Property	Grant of to consent to alter/ consent to sub-let or other any other landlord's consent required under an existing tenancy agreement - payable whether consent granted or not	£	500.00	8%	£	540.00
Property	Grant consent for early surrender of lease	£	1,000.00	8%	£	1,080.00
Property	Grant of alteration or release from covenant in favour of the Council, from a freehold title - payable whether amendment/release granted or not	£	1,000.00	8%	£	1,080.00
Refuse and Recycling	New, additional or replacement bin - 140l	£	40.20	8%	£	44.00
Refuse and Recycling	New, additional or replacement bin - 240l	£	45.50	8%	£	50.00
Refuse and Recycling	New developments charge to developers - 140l bin	£	39.00	8%	£	43.00
Refuse and Recycling	New developments charge to developers - 240l bin	£	44.00	8%	£	48.00
Refuse and Recycling	New garden waste bin - 140l	£	39.00	6%	£	42.00
Refuse and Recycling	New garden waste bin - 240l	£	44.00	6%	£	47.00
Refuse and Recycling	Garden waste licence - annual fee - per 70l sack	£	37.10	6%	£	40.00
Refuse and Recycling	Garden waste licence - annual fee - per 140l bin	£	50.00	6%	£	53.00
Refuse and Recycling	Garden waste licence - annual fee - per 240l bin	£	74.00	6%	£	78.00
Bulky Waste	Hire of bin for domestic use - 660l	£	173.70	8%	£	188.00
Bulky Waste	Hire of bin for domestic use - 940l	£	180.00	8%	£	195.00
Bulky Waste	Hire of bin for domestic use - 1100l	£	192.70	8%	£	209.00
Bulky Waste	Household bulky waste collection - first item	£	36.00	8%	£	39.00
Bulky Waste	Household bulky waste collection - second item	£	30.70	8%	£	34.00
Bulky Waste	Household bulky waste collection - third item	£	26.50	8%	£	29.00
Bulky Waste	Household bulky waste collection - per additional item	£	11.00	8%	£	12.00
Bulky Waste	Household bulky waste collection - per oversized item	£	51.90	8%	£	57.00
Bulky Waste	Household bulky waste collection - per cubic metre (maximum of 4 cubic metres)	£	63.50	8%	£	69.00
<b>Bulky Waste</b>	<b>A concessionary discount of 33% of normal rate will be applied to bulky waste collection fees above if resident is in receipt of Universal Credit</b>					
Land Charges	Local Authority searches - residential - LLC1	£	21.60	8%	£	24.00
Land Charges	Local Authority searches - residential - Con29	£	162.00	8%	£	175.00
Land Charges	Local Authority searches - commercial - LLC1	£	21.60	8%	£	24.00
Land Charges	Local Authority searches - commercial - Con29	£	194.40	8%	£	210.00
Land Charges	Local Authority searches - additional land parcel - LLC1	£	2.20	8%	£	3.00
Land Charges	Local Authority searches - additional land parcel - Con29	£	25.90	8%	£	28.00
Land Charges	Local Authority searches - Con29 optional questions	£	21.60	8%	£	24.00
Land Charges	Local Authority searches - Con29 optional questions 4, 18, 19, 21 and 22	£	43.20	8%	£	47.00
Land Charges	Local Authority searches - solicitor's own questions	£	25.90	8%	£	28.00
Land Charges	Property name additions/amendments - rename a road	£	330.60	8%	£	358.00
Land Charges	Property name additions/amendments - rename a house	£	110.20	8%	£	120.00
Land Charges	Numbering of new developments - first plot	£	99.40	8%	£	108.00
Land Charges	Numbering of new developments - 2+ plots (per plot)	£	74.60	8%	£	81.00
Planning Enforcement	High hedges legislation - submission of complaint	£	623.00	8%	£	673.00
Planning Development	Preapplication advice - householder Permitted Development enquiry - written advice	£	38.10	8%	£	42.00
Planning Development	Preapplication advice - householder/other small scale development enquiry - written advice	£	58.20	8%	£	63.00
Planning Development	Preapplication advice - written advice (aim to respond within 10 working days) or site meeting appointment and follow up letter within 10 working days of site meeting appointment.	£	103.80	8%	£	113.00
Planning Development	Preapplication advice - self contained granny annexes at domestic properties - written advice	£	144.00	8%	£	156.00
Planning Development	Preapplication advice - change of use up to 100sqm - written advice	£	144.00	8%	£	156.00
Planning Development	Preapplication advice - change of use over 100sqm but less than 1000sqm - written advice	£	275.30	8%	£	298.00

Planning Development	Preapplication advice - minor development (1-3 houses, up to 499sqm new commercial, or site up to 0.49ha) - written advice	£	144.00	8%	£	156.00
Planning Development	Preapplication advice - minor development (1-3 houses, up to 499sqm new commercial, or site up to 0.49ha) - oral response including onsite meeting with Principal Planner	£	193.80	8%	£	210.00
Planning Development	Preapplication advice - minor development (4-9 houses, up to 500-999sqm new commercial, or site of 0.5-0.99ha) - written advice	£	275.30	8%	£	298.00
Planning Development	Preapplication advice - minor development (4-9 houses, up to 500-999sqm new commercial, or site of 0.5-0.99ha) - written advice including site visit	£	413.00	8%	£	447.00
Planning Development	Preapplication advice - major development (10-49 houses, 1000-4999sqm commercial, or site of 1-2ha) - written advice including site visit	£	624.80	8%	£	675.00
Planning Development	Preapplication advice - major development (50-100 houses, 5000-9999sqm commercial, or site of 2.1-4ha) - written advice including site visit	£	1,270.80	8%	£	1,373.00
Planning Development	Preapplication advice - large scale major developments (101+ houses, 10000sqm+ commercial, or site of 4.1ha+) - charged at 10% of fee	Variable		8%	Variable	
Planning Development	Preapplication advice - advertisements - written advice	£	62.50	8%	£	68.00
Planning Development	Preapplication advice - specialist tree advice - written advice only	£	73.10	8%	£	79.00
Planning Development	Preapplication advice - specialist tree advice - written advice including site visit	£	144.00	8%	£	156.00
Planning Development	Preapplication advice - specialist listed building / conservation area advice - written advice only	£	73.10	8%	£	79.00
Planning Development	Preapplication advice - specialist listed building / conservation area advice - written advice including site visit	£	144.00	8%	£	156.00
Planning Development	Planning performance agreements	Variable		8%	Variable	
Planning Development	Accredited agent subscription	£	285.90	8%	£	309.00
Planning Development	Development consultation forum	£	3,177.00	8%	£	3,432.00
Planning Development	Havant Borough Local Plan (core strategy)	£	45.20	-	£	45.20
Planning Development	Havant Borough Local Plan (Allocations)	£	33.95	-	£	33.95
Planning Development	Planning application validation check	£	57.00	-	£	57.00
Planning Development	Local Plan policies map booklet	£	36.00	8%	£	39.00
Planning Development	Statutory planning application fees - <a href="http://www.planningportal.gov.uk/uploads/english_application_fees.pdf">http://www.planningportal.gov.uk/uploads/english_application_fees.pdf</a>	Listed on Planning Portal		-	Listed on Planning Portal	
Planning Development	Planning obligations - Community Infrastructure Levy - see <a href="http://www.easthants.gov.uk/CIL-calculator">http://www.easthants.gov.uk/CIL-calculator</a>	Variable		-	Variable	
Planning Development	Deed of Variation of S106 - administration fee (charged in addition to legal fees)	£	245.00	-	£	245.00
Planning Development	S106 monitoring fees - per non financial head of term (up to a maximum of £11,100 per application)	£	798.30	8%	£	863.00
Planning Development	S106 monitoring fees - per financial head of term (up to a maximum of £11,100 per application) - charged at 5% of cost	Variable		8%	Variable	
Legal Services	Freehold sale without overage - Commercial - 0.75% on the price subject to a minimum of £765	£	794.30	8%	£	858.00
Legal Services	Freehold sale with overage - Commercial - 0.75% on the price subject to a minimum of £1,275	£	1,323.80	8%	£	1,430.00
Legal Services	Freehold sale with right of pre-emption - Commercial - 0.75% on the price subject to a minimum of £1,275	£	1,323.80	8%	£	1,430.00
Legal Services	Freehold sale without overage - Non-commercial (e.g. charity) - 0.6% on the price subject to a minimum of £765	£	794.30	8%	£	858.00
Legal Services	Freehold sale with overage - Non-commercial (e.g. charity) - 0.6% on the price subject to a minimum of £1,275	£	1,323.80	8%	£	1,430.00
Legal Services	Freehold sale with right of pre-emption - Non-commercial (e.g. charity) - 0.6% on the price subject to a minimum of £1,275	£	1,323.80	8%	£	1,430.00
Legal Services	Auction sale - Commercial - 0.75% on the price subject to a minimum of £1,020 - PLUS searches & other disbursements to be paid by Buyer under the auction contract	£	1,059.00	8%	£	1,144.00
Legal Services	Auction sale - Non-commercial (e.g. charity) - 0.75% on the price subject to a minimum of £1,020 - PLUS searches & other disbursements to be paid by Buyer under the auction contract	£	1,059.00	8%	£	1,144.00
Legal Services	Preparing & deducing an epitome of title - Commercial - Hourly rate of £207	£	213.90	8%	£	232.00
Legal Services	Preparing & deducing an epitome of title - Non-commercial (e.g. charity) - Hourly rate of £155	£	160.40	8%	£	174.00
Legal Services	Grant of easement - Commercial	£	794.30	8%	£	858.00
Legal Services	Grant of easement - Non-commercial (e.g. charity)	£	595.70	8%	£	644.00
Legal Services	Sale of public toilets - Commercial	£	1,059.00	8%	£	1,144.00
Legal Services	Sale of public toilets - Non-commercial (e.g. charity)	£	794.30	8%	£	858.00
Legal Services	Grant of short-term licence to occupy - Commercial	£	794.30	8%	£	858.00
Legal Services	Grant of short-term licence to occupy - Non-commercial (e.g. charity)	£	595.70	8%	£	644.00
Legal Services	Grant of all licences other than above - Commercial	£	794.30	8%	£	858.00
Legal Services	Grant of all licences other than above - Non-commercial (e.g. charity)	£	595.70	8%	£	644.00
Legal Services	Freehold purchase - Commercial - 0.75% on the price subject to a minimum of £1,530 - PLUS searches & other disbursements	£	1,588.50	8%	£	1,716.00
Legal Services	Freehold purchase - Non-commercial (e.g. charity) - 0.6% on the price subject to a minimum of £1,530 - PLUS searches & other disbursements	£	1,588.50	8%	£	1,716.00

Legal Services	Transfer of public open space to Council by developer - Commercial	£	1,059.00	8%	£	1,144.00
Legal Services	Transfer of public open space to Council by developer - Non-commercial (e.g. charity)	£	794.30	8%	£	858.00
Legal Services	Public open space adverts - Commercial	£	794.30	8%	£	858.00
Legal Services	Public open space adverts - Non-commercial (e.g. charity)	£	595.70	8%	£	644.00
Legal Services	Grant of a commercial lease - Commercial - £1,530 minimum	£	1,588.50	8%	£	1,716.00
Legal Services	Grant of a commercial lease - Non-commercial (e.g. charity) - £1,148 minimum	£	1,191.40	8%	£	1,287.00
Legal Services	Grant of a commercial lease - If outside PII L&TA 1954 - Commercial - £2,040 minimum	£	2,118.00	8%	£	2,288.00
Legal Services	Grant of a commercial lease - If outside PII L&TA 1954 - Non-commercial (e.g. charity) - £1,530 minimum	£	1,588.50	8%	£	1,716.00
Legal Services	Grant of tenancy at will - Commercial	£	794.30	8%	£	858.00
Legal Services	Grant of tenancy at will - Non-commercial (e.g. charity)	£	595.70	8%	£	644.00
Legal Services	Grant of residential lease - Commercial	£	529.50	8%	£	572.00
Legal Services	Grant of residential lease - Non-commercial (e.g. charity)	£	397.10	8%	£	429.00
Legal Services	Purchase of a lease - Commercial - £1,530 minimum	£	1,588.50	8%	£	1,716.00
Legal Services	Purchase of a lease - Non-commercial (e.g. charity) - £1,148 minimum	£	1,191.40	8%	£	1,287.00
Legal Services	Deed of variation - Commercial	£	794.30	8%	£	858.00
Legal Services	Deed of variation - Non-commercial (e.g. charity)	£	595.70	8%	£	644.00
Legal Services	Deed of surrender - Commercial	£	794.30	8%	£	858.00
Legal Services	Deed of surrender - Non-commercial (e.g. charity)	£	595.70	8%	£	644.00
Legal Services	Deed of release - Commercial	£	794.30	8%	£	858.00
Legal Services	Deed of release - Non-commercial (e.g. charity)	£	595.70	8%	£	644.00
Legal Services	Deed of receipt - Commercial	£	312.40	8%	£	338.00
Legal Services	Deed of receipt - Non-commercial (e.g. charity)	£	234.30	8%	£	254.00
Legal Services	Deed of dedication - Commercial	£	418.30	8%	£	452.00
Legal Services	Deed of dedication - Non-commercial (e.g. charity)	£	313.70	8%	£	339.00
Legal Services	Drafting report on title - Commercial - Hourly rate of £207	£	213.90	8%	£	232.00
Legal Services	Drafting report on title - Non-commercial (e.g. charity) - Hourly rate of £155	£	160.40	8%	£	174.00
Legal Services	Deed of covenant - Commercial	£	418.30	8%	£	452.00
Legal Services	Deed of covenant - Non-commercial (e.g. charity)	£	313.70	8%	£	339.00
Legal Services	Corrections & rectifications (e.g. to leases or titles) - Commercial	£	529.50	8%	£	572.00
Legal Services	Corrections & rectifications (e.g. to leases or titles) - Non-commercial (e.g. charity)	£	397.10	8%	£	429.00
Legal Services	Side letters - Commercial	£	312.40	8%	£	338.00
Legal Services	Side letters - Non-commercial (e.g. charity)	£	234.30	8%	£	254.00
Legal Services	Legal charges (mortgages) - Commercial	£	794.30	8%	£	858.00
Legal Services	Legal charges (mortgages) - Non-commercial (e.g. charity)	£	595.70	8%	£	644.00
Legal Services	Preparation & services of notices (e.g. s25, s26 & other) - Commercial	£	529.50	8%	£	572.00
Legal Services	Preparation & services of notices (e.g. s25, s26 & other) - Non-commercial (e.g. charity)	£	397.10	8%	£	429.00
Legal Services	Title enquiries - Commercial - Hourly rate of £207 (minimum of £207)	£	213.90	8%	£	232.00
Legal Services	Title enquiries - Non-commercial (e.g. charity) - Hourly rate of £155 (minimum of £155)	£	160.40	8%	£	174.00
Legal Services	S106 Planning Agreements - Hourly rate of £207 (minimum 4 hours)	£	855.70	8%	£	925.00
Legal Services	S106 Unilateral Undertaking - Hourly rate of £207 (minimum 4 hours)	£	855.70	8%	£	925.00
Legal Services	Deeds of Variation to S106 Planning Agreements (simple)	£	847.20	8%	£	915.00
Legal Services	Deeds of Variation to S106 Planning Agreements (complex) - Hourly rate of £207 (minimum 4 hours)	£	855.70	8%	£	925.00
Legal Services	Deeds of Revocation relating to Planning Agreements	£	847.20	8%	£	915.00
Legal Services	Footpath Orders - administrative and legal fees	£	1,588.50	8%	£	1,716.00
Legal Services	Any transactions and matters not listed above - Commercial - Hourly rate of £207	£	213.90	8%	£	232.00
Legal Services	Any transactions and matters not listed above - Non-commercial (e.g. charity) - Hourly rate of £155	£	160.40	8%	£	174.00
Information Governance	FOI/EIR Information Requests - requests above the appropriate limit (more than 18 hours) may be charged at the hourly rate of £25	£	25.00	-	£	25.00
Facilities	Additional hire charge - Saturday	£	39.00	8%	£	43.00
Facilities	Additional hire charge - Sunday	£	58.40	8%	£	64.00
Facilities	Additional hire charge - after 7pm Monday-Friday	£	39.00	8%	£	43.00
Facilities	Copying price - per A0/A2 page	£	0.10	8%	£	1.00
Facilities	Copying price - per A3/A4 page	£	0.10	8%	£	1.00
Facilities	Hire of Council Chamber/Hurstwood Room - community group	£	43.20	8%	£	47.00
Facilities	Hire of Council Chamber/Hurstwood Room - standard	£	54.00	8%	£	59.00
Facilities	Hire of Hollybank Room - community group	£	32.40	8%	£	35.00
Facilities	Hire of Hollybank Room - standard	£	43.20	8%	£	47.00
Facilities	Hire of Newlease Room/Tournerbury Room - community group	£	27.00	8%	£	30.00
Facilities	Hire of Newlease Room/Tournerbury Room - standard	£	32.40	8%	£	35.00
Facilities	Hire of other rooms	Price on application		8%	Price on application	
Facilities	Provision of tea and biscuits	Price on application		8%	Price on application	



Parking	Car park - Havant: Civic Centre Road North Car Park (charges apply Mon to Fri 8am-6pm) - 1 hour	£	0.60	8%	£	0.70
Parking	Car park - Havant: Civic Centre Road North Car Park (charges apply Mon to Fri 8am-6pm) - 2 hours	£	0.90	8%	£	1.00
Parking	Car park - Havant: Civic Centre Road North Car Park (charges apply Mon to Fri 8am-6pm) - 3 hours	£	2.00	8%	£	2.20
Parking	Car park - Havant: Civic Centre Road North Car Park (charges apply Mon to Fri 8am-6pm) - 4 hours	£	3.00	8%	£	3.30
Parking	Car park - Havant: Civic Centre Road North Car Park (charges apply Mon to Fri 8am-6pm) - over 4 hours	£	6.00	8%	£	6.50
Parking	Car park - Havant: Civic Centre Road East Car Park (charges apply Mon to Fri 8am-6pm) - 1 hour	£	0.60	8%	£	0.70
Parking	Car park - Havant: Civic Centre Road East Car Park (charges apply Mon to Fri 8am-6pm) - 2 hours	£	0.90	8%	£	1.00
Parking	Car park - Havant: Civic Centre Road East Car Park (charges apply Mon to Fri 8am-6pm) - 3 hours	£	2.00	8%	£	2.20
Parking	Car park - Havant: Civic Centre Road East Car Park (charges apply Mon to Fri 8am-6pm) - 4 hours	£	3.00	8%	£	3.30
Parking	Car park - Havant: Civic Centre Road East Car Park (charges apply Mon to Fri 8am-6pm) - over 4 hours	£	6.00	8%	£	6.50
Parking	Car park - Havant: Prince George Street Car Park (charges apply Mon to Sat 8am-6pm) - 1 hour	£	1.10	8%	£	1.20
Parking	Car park - Havant: Prince George Street Car Park (charges apply Mon to Sat 8am-6pm) - 2 hours	£	2.10	8%	£	2.30
Parking	Car park - Havant: Prince George Street Car Park (charges apply Mon to Sat 8am-6pm) - 4 hours	£	3.10	8%	£	3.40
Parking	Car park - Havant: Town End House Car Park (charges apply Mon to Sat 8am-6pm) - 2 hours	£	1.10	8%	£	1.20
Parking	Car park - Havant: Town End House Car Park (charges apply Mon to Sat 8am-6pm) - 3 hours	£	2.10	8%	£	2.30
Parking	Car park - Havant: Town End House Car Park (charges apply Mon to Sat 8am-6pm) - 4 hours	£	3.10	8%	£	3.40
Parking	Car park - Havant: Town End House Car Park (charges apply Mon to Sat 8am-6pm) - over 4 hours	£	5.30	8%	£	5.80
Parking	Car park - Havant: Elmleigh Road Car Park (charges apply Mon to Sat 8am-6pm) - 2 hours	£	1.10	8%	£	1.20
Parking	Car park - Havant: Elmleigh Road Car Park (charges apply Mon to Sat 8am-6pm) - 3 hours	£	2.10	8%	£	2.30
Parking	Car park - Havant: Elmleigh Road Car Park (charges apply Mon to Sat 8am-6pm) - 4 hours	£	2.60	8%	£	2.90
Parking	Car park - Havant: Elmleigh Road Car Park (charges apply Mon to Sat 8am-6pm) - over 4 hours	£	5.30	8%	£	5.80
Parking	Car park - Havant: East Pallant Car Park (charges apply Mon to Sat 8am-6pm) - 1 hour	£	1.10	8%	£	1.20
Parking	Car park - Havant: East Pallant Car Park (charges apply Mon to Sat 8am-6pm) - 2 hours	£	2.10	8%	£	2.30
Parking	Car park - Havant: East Pallant Car Park (charges apply Mon to Sat 8am-6pm) - 4 hours	£	3.10	8%	£	3.40
Parking	Car park - Havant: North Street Car Park (charges apply Mon to Sat 8am-6pm) - 1 hour	£	1.10	8%	£	1.20
Parking	Car park - Havant: North Street Car Park (charges apply Mon to Sat 8am-6pm) - 2 hours	£	2.10	8%	£	2.30
Parking	Car park - Havant: North Street Car Park (charges apply Mon to Sat 8am-6pm) - 4 hours	£	3.10	8%	£	3.40
Parking	Car park - Havant: Meridian Car Park Charges apply Mon-Sat 8am-6pm - 1 hour	£	1.10	8%	£	1.20
Parking	Car park - Havant: Meridian Car Park Charges apply Mon-Sat 8am-6pm - 2 hours	£	1.60	8%	£	1.80
Parking	Car park - Havant: Meridian Car Park Charges apply Mon-Sat 8am-6pm - 4 hours	£	2.60	8%	£	2.90
Parking	Car park - Havant: Meridian Car Park Charges apply Mon-Sat 8am-6pm - over 4 hours	£	5.20	8%	£	5.70
Parking	Car park - Havant: Meridian Car Park Charges apply Mon-Sat 8am-6pm - After 3pm only	£	1.00	8%	£	1.10
Parking	Car park - Havant: Bulbeck Road Car park charges apply Mon-Sat 8am-6pm - 1 hour	£	1.10	8%	£	1.20
Parking	Car park - Havant: Bulbeck Road Car park charges apply Mon-Sat 8am-6pm - 2 hours	£	1.60	8%	£	1.80
Parking	Car park - Havant: Bulbeck Road Car park charges apply Mon-Sat 8am-6pm - 4 hours	£	2.60	8%	£	2.90
Parking	Car park - Havant: Bulbeck Road Car park charges apply Mon-Sat 8am-6pm - Over 4 hours	£	5.20	8%	£	5.70
Parking	Car park - Havant: Southmoor Lane Car Park (charges apply Mon to Sat 8am-6pm) - any length of stay between 8am and 6pm	£	3.00	8%	£	3.30
Parking	Car park - Emsworth: Palmers Road Car Park (charges apply Mon to Sat 8am-6pm) - 1 hour	£	1.10	8%	£	1.20
Parking	Car park - Emsworth: Palmers Road Car Park (charges apply Mon to Sat 8am-6pm) - 2 hours	£	2.10	8%	£	2.30
Parking	Car park - Emsworth: Palmers Road Car Park (charges apply Mon to Sat 8am-6pm) - 4 hours	£	3.20	8%	£	3.50
Parking	Car park - Emsworth: Palmers Road Car Park (charges apply Mon to Sat 8am-6pm) - over 4 hours	£	4.20	8%	£	4.60
Parking	Car park - Emsworth: North Street Car Park (charges apply Mon to Sat 8am-6pm) - 1 hour	£	1.10	8%	£	1.20

Parking	Car park - Emsworth: North Street Car Park (charges apply Mon to Sat 8am-6pm) - 2 hours	£	2.00	8%	£	2.20
Parking	Car park - Emsworth: North Street Car Park (charges apply Mon to Sat 8am-6pm) - 4 hours	£	3.10	8%	£	3.40
Parking	Car park - Emsworth: South Street Car Park (charges apply Mon to Sat 8am-6pm) - 1 hour	£	1.10	8%	£	1.20
Parking	Car park - Emsworth: South Street Car Park (charges apply Mon to Sat 8am-6pm) - 2 hours	£	2.10	8%	£	2.30
Parking	Car park - Emsworth: South Street Car Park (charges apply Mon to Sat 8am-6pm) - 3 hours	£	2.50	8%	£	2.70
Parking	Car park - Emsworth: South Street Car Park (charges apply Mon to Sat 8am-6pm) - 4 hours	£	3.40	8%	£	3.70
Parking	Car park - Emsworth: South Street Car Park -Sundays and Bank Holidays (Charges apply 8am-6pm) - 4 hours	£	1.60	8%	£	1.80
Parking	Car park - Emsworth: South Street Car Park -Sundays and Bank Holidays (Charges apply 8am-6pm) - Over 4 hours	£	2.10	8%	£	2.30
Parking	Car park - Leigh Park: Tidworth Road Car Park (charges apply Mon to Sat 8am-6pm) - 1 hour	£	0.90	8%	£	1.00
Parking	Car park - Leigh Park: Tidworth Road Car Park (charges apply Mon to Sat 8am-6pm) - 2 hours	£	1.70	8%	£	1.90
Parking	Car park - Leigh Park: Tidworth Road Car Park (charges apply Mon to Sat 8am-6pm) - 3 hours	£	2.50	8%	£	2.70
Parking	Car park - Leigh Park: Tidworth Road Car Park (charges apply Mon to Sat 8am-6pm) - over 3 hours	£	3.40	8%	£	3.70
Parking	Car park - Leigh Park: Greywell Car Park (charges apply Mon to Sat 8am-6pm) - 1 hour	£	0.90	8%	£	1.00
Parking	Car park - Leigh Park: Greywell Car Park (charges apply Mon to Sat 8am-6pm) - 2 hours	£	1.70	8%	£	1.90
Parking	Car park - Leigh Park: Greywell Car Park (charges apply Mon to Sat 8am-6pm) - 3 hours	£	2.50	8%	£	2.70
Parking	Car park - Leigh Park: Greywell Car Park (charges apply Mon to Sat 8am-6pm) - over 3 hours	£	3.40	8%	£	3.70
Parking	Car park - Hayling Island: Health Centre Car Park (charges apply Mon to Sat 8am-6pm) - 1 hour	£	0.90	8%	£	1.00
Parking	Car park - Hayling Island: Health Centre Car Park (charges apply Mon to Sat 8am-6pm) - 2 hours	£	1.70	8%	£	1.90
Parking	Car park - Hayling Island: Health Centre Car Park (charges apply Mon to Sat 8am-6pm) - 3 hours	£	2.50	8%	£	2.70
Parking	Car park - Hayling Island: Health Centre Car Park (charges apply Mon to Sat 8am-6pm) - over 3 hours	£	3.40	8%	£	3.70
Parking	Car park - Hayling Island: Elm Grove Car Park (charges apply Mon to Sat 8am-6pm) - 1 hour	£	0.90	8%	£	1.00
Parking	Car park - Hayling Island: Elm Grove Car Park (charges apply Mon to Sat 8am-6pm) - 2 hours	£	1.70	8%	£	1.90
Parking	Car park - Hayling Island: Elm Grove Car Park (charges apply Mon to Sat 8am-6pm) - 3 hours	£	2.50	8%	£	2.70
Parking	Car park - Hayling Island: Elm Grove Car Park (charges apply Mon to Sat 8am-6pm) - over 3 hours	£	3.40	8%	£	3.70
Parking	Car park - Hayling Island: Mengham Road Car Park (charges apply Mon to Sat 8am-6pm) - 1 hour	£	0.90	8%	£	1.00
Parking	Car park - Hayling Island: Mengham Road Car Park (charges apply Mon to Sat 8am-6pm) - 2 hours	£	1.70	8%	£	1.90
Parking	Car park - Hayling Island: Mengham Road Car Park (charges apply Mon to Sat 8am-6pm) - 3 hours	£	2.50	8%	£	2.70
Parking	Car park - Hayling Island: Mengham Road Car Park (charges apply Mon to Sat 8am-6pm) - over 3 hours	£	3.40	8%	£	3.70
Parking	Car park - Cowplain: Mission Lane Car Park (charges apply Mon to Sat 8am-6pm) - 1 hour	£	0.90	8%	£	1.00
Parking	Car park - Cowplain: Mission Lane Car Park (charges apply Mon to Sat 8am-6pm) - 2 hours	£	1.70	8%	£	1.90
Parking	Car park - Cowplain: Mission Lane Car Park (charges apply Mon to Sat 8am-6pm) - 3 hours	£	2.50	8%	£	2.70
Parking	Car park - Cowplain: Mission Lane Car Park (charges apply Mon to Sat 8am-6pm) - over 3 hours	£	3.40	8%	£	3.70
Parking	Car park - Waterlooville: Rockville Drive Car Park (charges apply Mon to Sat 8am-6pm) - 1 hour	£	1.10	8%	£	1.20
Parking	Car park - Waterlooville: Rockville Drive Car Park (charges apply Mon to Sat 8am-6pm) - 2 hours	£	2.10	8%	£	2.30
Parking	Car park - Waterlooville: Rockville Drive Car Park (charges apply Mon to Sat 8am-6pm) - 4 hours	£	3.20	8%	£	3.50
Parking	Car park - Waterlooville: Rockville Drive Car Park (charges apply Mon to Sat 8am-6pm) - over 4 hours	£	4.20	8%	£	4.60
Parking	Car park - Waterlooville: Wellington Way Car Park (charges apply Mon to Sat 8am-6pm) - 1 hour	£	1.10	8%	£	1.20
Parking	Car park - Waterlooville: Wellington Way Car Park (charges apply Mon to Sat 8am-6pm) - 2 hours	£	2.10	8%	£	2.30
Parking	Car park - Waterlooville: Wellington Way Car Park (charges apply Mon to Sat 8am-6pm) - 4 hours	£	3.10	8%	£	3.40
Parking	Car park - Havant: Civic Centre Road North Car Park (charges apply Sat, Sun and Bank Holidays 8am-6pm) - up to 4 hours	£	1.00	8%	£	1.10
Parking	Car park - Havant: Civic Centre Road North Car Park (charges apply Sat, Sun and Bank Holidays 8am-6pm) - over 4 hours	£	1.50	8%	£	1.70
Parking	Car park - Havant: Civic Centre Road East Car Park (charges apply Sat, Sun and Bank Holidays 8am-6pm) - up to 4 hours	£	1.00	8%	£	1.10

Parking	Car park - Havant: Civic Centre Road East Car Park (charges apply Sat, Sun and Bank Holidays 8am-6pm) - over 4 hours	£	1.50	8%	£	1.70
Parking	Car park - Havant: Civic Offices East Car Park (charges apply Sat, Sun and Bank Holidays 8am-6pm) - up to 4 hours	£	1.00	8%	£	1.10
Parking	Car park - Havant: Civic Offices East Car Park (charges apply Sat, Sun and Bank Holidays 8am-6pm) - over 4 hours	£	1.50	8%	£	1.70
Parking	Car park - Hayling Island: Beachlands Car Parks Exc. West Premium Car Park (charges apply Mon to Sun 6am-10pm) - 1 hour	£	1.40	8%	£	1.60
Parking	Car park - Hayling Island: Beachlands Car Parks Exc. West Premium Car Park (charges apply Mon to Sun 6am-10pm) - 2 hours	£	2.90	8%	£	3.20
Parking	Car park - Hayling Island: Beachlands Car Parks Exc. West Premium Car Park (charges apply Mon to Sun 6am-10pm) - 3 hours	£	4.30	8%	£	4.70
Parking	Car park - Hayling Island: Beachlands Car Parks Exc. West Premium Car Park (charges apply Mon to Sun 6am-10pm) - 4 hours	£	5.80	8%	£	6.30
Parking	Car park - Hayling Island: Beachlands Car Parks Exc. West Premium Car Park (charges apply Mon to Sun 6am-10pm) - 5 hours	£	8.00	8%	£	8.70
Parking	Car park - Hayling Island: Beachlands Car Parks Exc. West Premium Car Park (charges apply Mon to Sun 6am-10pm) - All day	£	10.00	8%	£	10.80
Parking	Car park - Hayling Island: Beachlands Car Parks Exc. West Premium Car Park (charges apply Mon to Sun 6am-10pm) - Motorhomes - Any length of stay	£	15.00	8%	£	16.20
Parking	Car park - Hayling Island: Beachlands Car Parks Exc. West Premium Car Park (charges apply Mon to Sun 6am-10pm) - weekly ticket	£	35.00	8%	£	37.80
Parking	Car park - Hayling Island: Beachlands Car Parks Exc. West Premium Car Park (charges apply Mon to Sun 6am-10pm) - trailers	£	15.00	8%	£	16.20
Parking	Car park - Hayling Island: Beachlands West Premium Car Park (charges apply Mon to Sun 6am-10pm) - All day	£	15.00	8%	£	16.20
Parking	Season ticket - Waterloo/Emsworth/Leigh Park/Hayling Island/Elmleigh Road - 3 months	£	160.00	8%	£	172.80
Parking	Season ticket - Waterloo/Emsworth/Leigh Park/Hayling Island/Elmleigh Road - 6 months	£	260.00	8%	£	280.80
Parking	Season ticket - Waterloo/Emsworth/Leigh Park/Hayling Island/Elmleigh Road - 12 months	£	450.00	8%	£	486.00
Parking	Season ticket - Prince George Street/ Town End House/ Bulbeck Road - 3 months	£	160.00	8%	£	172.80
Parking	Season ticket - Prince George Street/ Town End House/ Bulbeck Road - 6 months	£	260.00	8%	£	280.80
Parking	Season ticket - Prince George Street/Town End House/Bulbeck Road - 12 months	£	500.00	8%	£	540.00
Parking	Season ticket - Civic Centre Road North - 3 months	£	160.00	8%	£	172.80
Parking	Season ticket - Civic Centre Road North - 6 months	£	260.00	8%	£	280.80
Parking	Season ticket - Civic Centre Road North - 12 months	£	500.00	8%	£	540.00
Parking	Season ticket - Gold Borough Wide - 12 months	£	650.00	8%	£	702.00
Parking	Season ticket - Beachlands Exc. West Premium Car Park car/van - 12 months	£	180.00	8%	£	194.40
Parking	Season ticket - Beachlands Exc. West Premium Car Park over 65 car/van - 12 months (Current holders only)	£	140.00	8%	£	151.20
Parking	Season ticket - Beachlands Exc. West Premium Car Park car/trailer - 12 months	£	200.00	8%	£	216.00
Parking	Season ticket - Beachlands West Premium Car Park car/van - 12 months	£	360.00	8%	£	388.80
Parking	Season ticket - Tidworth Road Car Park only - 12 months	£	200.00	8%	£	216.00
Parking	Season ticket - Mission Lane Cowplain only - 12 months	£	200.00	8%	£	216.00
<b>A discount is applied to season tickets for electric vehicles (40%) and low emissions vehicles (25%)</b>						
Parking	Wellbeing Permit	£	60.00	8%	£	65.00
Parking	Residents' Annual Parking Permit - On-street Permit	£	60.00	8%	£	65.00
Parking	Residents' Annual Second Permit - On-street Permit	£	90.00	8%	£	98.00
Parking	Admin fee for permit replacement - On-street Permit	£	10.00	8%	£	11.00
Parking	Visitors' Parking Permit - per book of 10 (max 60 per year) - On-street Permit	£	10.00	8%	£	11.00
Parking	Tradesmen Waiver - Daily	£	10.00	8%	£	11.00
Parking	Tradesmen Waiver - Weekly	£	50.00	8%	£	54.00
Parking	Tradesmen Waiver - Monthly	£	150.00	8%	£	162.00
Parking	Higher penalty charge notice - paid within 28 days, 50% discount if paid in 14 days	£	70.00	8%	£	76.00
Parking	Lower penalty charge notice - paid within 28 days, 50% discount if paid in 14 days	£	50.00	8%	£	54.00
Parking	Disposal costs charged to last registered keeper - charged by Hampshire CC - per vehicle	Variable			Variable	
Parking	Fine for abandonment of vehicle - vehicle on road, not upright and/or substantially damaged	£	200.00		£	200.00
Parking	Removals charged to last registered keeper - per vehicle - <a href="http://www.legislation.gov.uk/uksi/2008/2095/regulation/4/made">http://www.legislation.gov.uk/uksi/2008/2095/regulation/4/made</a>	Listed on gov.uk			Listed on gov.uk	
Parking	Storage charged to last registered keeper - per 24 hours or part - <a href="http://www.legislation.gov.uk/uksi/2008/2095/regulation/4/made">http://www.legislation.gov.uk/uksi/2008/2095/regulation/4/made</a>	Listed on gov.uk			Listed on gov.uk	
Parking	Removals charged to last registered keeper - vehicle <= 3.5 tonnes Maximum Authorised Mass - Vehicle on road, upright and not substantially damaged or any two wheeled vehicle whatever its condition or position on or off the road	£	150.00		£	150.00

Parking	Removals charged to last registered keeper - vehicle <= 3.5 tonnes Maximum Authorised Mass - Vehicle, excluding a two wheeled vehicle, on road but either not upright or substantially damaged or both	£	250.00	-	£	250.00
Parking	Removals charged to last registered keeper - vehicle <= 3.5 tonnes Maximum Authorised Mass - Vehicle, excluding a two wheeled vehicle, off road, upright and not substantially damaged	£	200.00	-	£	200.00
Parking	Removals charged to last registered keeper - vehicle <= 3.5 tonnes Maximum Authorised Mass - Vehicle, excluding a two wheeled vehicle, off road but either not upright or substantially damaged or both	£	300.00	-	£	300.00
Parking	Removals charged to last registered keeper - vehicle >3.5 tonnes Maximum Authorised Mass (MAM) <= 7.5 tonnes MAM - Vehicle on road, upright and not substantially damaged or any two wheeled vehicle whatever its condition or position on or off the road	£	200.00	-	£	200.00
Parking	Removals charged to last registered keeper - vehicle >3.5 tonnes Maximum Authorised Mass (MAM) <= 7.5 tonnes MAM - Vehicle, excluding a two wheeled vehicle, on road but either not upright or substantially damaged or both	£	650.00	-	£	650.00
Parking	Removals charged to last registered keeper - vehicle >3.5 tonnes Maximum Authorised Mass (MAM) <= 7.5 tonnes MAM - Vehicle, excluding a two wheeled vehicle, off road, upright and not substantially damaged	£	400.00	-	£	400.00
Parking	Removals charged to last registered keeper - vehicle >3.5 tonnes Maximum Authorised Mass (MAM) <= 7.5 tonnes MAM - Vehicle, excluding a two wheeled vehicle, off road but either not upright or substantially damaged or both	£	850.00	-	£	850.00
Parking	Removals charged to last registered keeper - vehicle >7.5 tonnes Maximum Authorised Mass (MAM) <18 tonnes MAM - Vehicle on road, upright and not substantially damaged or any two wheeled vehicle whatever its condition or position on or off the road	£	350.00	-	£	350.00
Parking	Removals charged to last registered keeper - vehicle >7.5 tonnes Maximum Authorised Mass (MAM) <18 tonnes MAM - Vehicle, excluding a two wheeled vehicle, on road but either not upright or substantially damaged or both - UNLADEN	£	2,000.00	-	£	2,000.00
Parking	Removals charged to last registered keeper - vehicle >7.5 tonnes Maximum Authorised Mass (MAM) <18 tonnes MAM - Vehicle, excluding a two wheeled vehicle, on road but either not upright or substantially damaged or both - LADEN	£	3,000.00	-	£	3,000.00
Parking	Removals charged to last registered keeper - vehicle >7.5 tonnes Maximum Authorised Mass (MAM) <18 tonnes MAM - Vehicle, excluding a two wheeled vehicle, off road, upright and not substantially damaged - UNLADEN	£	1,000.00	-	£	1,000.00
Parking	Removals charged to last registered keeper - vehicle >7.5 tonnes Maximum Authorised Mass (MAM) <18 tonnes MAM - Vehicle, excluding a two wheeled vehicle, off road, upright and not substantially damaged - LADEN	£	1,500.00	-	£	1,500.00
Parking	Removals charged to last registered keeper - vehicle >7.5 tonnes Maximum Authorised Mass (MAM) <18 tonnes MAM - Vehicle, excluding a two wheeled vehicle, off road but either not upright or substantially damaged or both - UNLADEN	£	3,000.00	-	£	3,000.00
Parking	Removals charged to last registered keeper - vehicle >7.5 tonnes Maximum Authorised Mass (MAM) <18 tonnes MAM - Vehicle, excluding a two wheeled vehicle, off road but either not upright or substantially damaged or both - LADEN	£	4,500.00	-	£	4,500.00
Parking	Removals charged to last registered keeper - vehicle >18 tonnes Maximum Authorised Mass (MAM) - Vehicle on road, upright and not substantially damaged or any two wheeled vehicle whatever its condition or position on or off the road	£	350.00	-	£	350.00
Parking	Removals charged to last registered keeper - vehicle >18 tonnes Maximum Authorised Mass (MAM) - Vehicle, excluding a two wheeled vehicle, on road but either not upright or substantially damaged or both - UNLADEN	£	3,000.00	-	£	3,000.00
Parking	Removals charged to last registered keeper - vehicle >18 tonnes Maximum Authorised Mass (MAM) - Vehicle, excluding a two wheeled vehicle, on road but either not upright or substantially damaged or both - LADEN	£	4,500.00	-	£	4,500.00
Parking	Removals charged to last registered keeper - vehicle >18 tonnes Maximum Authorised Mass (MAM) - Vehicle, excluding a two wheeled vehicle, off road, upright and not substantially damaged - UNLADEN	£	1,500.00	-	£	1,500.00
Parking	Removals charged to last registered keeper - vehicle >18 tonnes Maximum Authorised Mass (MAM) - Vehicle, excluding a two wheeled vehicle, off road, upright and not substantially damaged - LADEN	£	2,000.00	-	£	2,000.00
Parking	Removals charged to last registered keeper - vehicle >18 tonnes Maximum Authorised Mass (MAM) - Vehicle, excluding a two wheeled vehicle, off road but either not upright or substantially damaged or both - UNLADEN	£	4,500.00	-	£	4,500.00
Parking	Removals charged to last registered keeper - vehicle >18 tonnes Maximum Authorised Mass (MAM) - Vehicle, excluding a two wheeled vehicle, off road but either not upright or substantially damaged or both - LADEN	£	6,000.00	-	£	6,000.00

Parking	Charge for storage of vehicle - 2 wheeled - Per 24 hours or part	£	10.00	-	£	10.00
Parking	Charge for storage of vehicle - <=3.5 Tonne MAM - Per 24 hours or part	£	20.00	-	£	20.00
Parking	Charge for storage of vehicle - >3.5 <= 7.5 Tonne MAM - Per 24 hours or part	£	25.00	-	£	25.00
Parking	Charge for storage of vehicle - >7.5 <= 18 Tonne MAM - Per 24 hours or part	£	30.00	-	£	30.00
Parking	Charge for storage of vehicle - > 18 Tonne MAM - Per 24 hours or part	£	35.00	-	£	35.00
<b>PLEASE NOTE: Any changes in Parking and Traffic Management fees are subject to individual review. By default they will remain at 20/21 prices.</b>						
Other Licensing	Tables & Chairs under the Highways Act 1980 1st Application	£	320.00	8%	£	346.00
Other Licensing	Tables & Chairs under the Highways Act 1980 Annual Review	£	130.00	8%	£	141.00
Other Licensing	Business and Planning Act 2020- Pavement licences	£	100.00	-	£	100.00

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**Recommendation to Council from the Cabinet held on 8<sup>th</sup> February 2023:**

**Revenue Budget 2023/24**

RECOMMENDED That Council:

- (a) Approves the proposed Revenue and Capital Budgets for 2023/24 including a Council Tax rate of £226.06 at Band D, representing a £6.58 increase (3%) on the current charge.
- (b) Agrees the Medium Term Financial Strategy, Capital Strategy, Treasury Management Strategy and Prudential Indicators
- (c) Agrees the Fees & Charges Schedule for 2023/24.
- (d) **Council Tax Resolution**
  - (1) That it be noted that (on 31st January, 2021) the Chief Finance Officer calculated the Council Tax Base 2023/24 for the whole Council area as 42,431.12 [Item T in the formula in Section 31B(1) of the Local Government Finance Act 1992, as amended, (the “Act”)] and that this Council Tax base be split between the regions of the Environment Agency as follows:

Southern – 42,431.12
  - (2) That the following amounts be calculated by the Council for the year 2023/24 in accordance with Sections 31 and 34 to 36 of the Act.
    - (i) £ 63,488,939 (expenditure) being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act;
    - (ii) £53,897,962 (income) being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act;
    - (iii) £9,591,978 being the amount by which the aggregate at d(i) above exceeds the aggregate at d(ii) above, calculated by the Council, in accordance with Section 31A(4) of the Act, as its Council Tax requirement for the year (Item R in the formula in section 31A(4) of the Act);
    - (iv) £226.06 being the amount at c(iii) above (Item R), divided by Item T (b above), calculated by the Council, in accordance with Section 31B(1) of the Act, as the basic amount of its Council Tax for the year;

(3) Valuation Bands

	Band AR £	Band A £	Band B £	Band C £	Band D £	Band E £	Band F £	Band G £	Band H £
Havant Borough Council	125.59	146.32	170.71	195.09	219.48	268.25	317.03	365.80	438.96

being the amounts given by multiplying the amount at 2(iv) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

- (4) That it be noted that for the year 2023/24 we estimate that Hampshire County Council will propose the following amounts in precepts issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of the dwellings shown below.

	Band AR £	Band A £	Band B £	Band C £	Band D £	Band E £	Band F £	Band G £	Band H £
<b>Hampshire County Council</b>									
Basic Charge	675.20	845.69	986.64	1,127.59	1,268.53	1,550.44	1,832.34	2,114.24	2,537.08
Adult Social Care	102.05	127.81	149.12	170.42	191.72	234.33	276.93	319.54	383.44

- (5) That it be noted that for the year 2023/24 the Police and Crime Commissioner for Hampshire and Hampshire Fire and Rescue Authority have stated the following amounts in precepts issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of the dwellings shown below.

	Band AR £	Band A £	Band B £	Band C £	Band D £	Band E £	Band F £	Band G £	Band H £
Police and crime commissioner for Hampshire	139.70	167.64	195.58	223.52	251.46	307.34	363.22	419.10	502.92
Hampshire and IOW Fire and Rescue	44.69	53.62	62.56	71.49	80.43	98.30	116.17	134.05	160.86

- (6) That having calculated the aggregate in each case of the amounts at (3), (4) and (5) above, the Council, in accordance with Section 30(2) of the Local Government Finance Act 1992, hereby sets the following amounts as the amounts of Council Tax for the year 2023/24 for each of the categories of dwellings shown below:

	Band AR £	Band A £	Band B £	Band C £	Band D £	Band E £	Band F £	Band G £	Band H £
Total Charge	1,087.22	1,345.48	1,569.73	1,793.97	2,018.20	2,466.71	2,915.20	3,363.70	4,036.44

- (7) The section 151 be given delegated authority to implement any variation to the overall level of Council Tax arising from the final notification of the Hampshire County precept.



**Havant Borough Council**  
**Analysis of Business Rates Income & Expenditure**

		<b>2023/24 Estimate £'000</b>
<b>Business Rates Yield</b>		34,205
<b>Distribution</b>		
Central Government	50%	17,103
Hampshire County Council	9%	3,078
Hampshire Fire	1%	342
Havant Borough Council	40%	13,682
Total		<u>34,206</u>
Business rates HBC		13,682
Tariff HBC		(10,229)
Share of business rates 2023/24		<u>3,453</u>
Levy on growth		(924)
Deficit on collection fund b/f		(722)
Use of S31 reserve to fund deficit		722
Business rates grants (s31)		2,775
<b>Retained business rates</b>		<u>5,304</u>

\* The Levy on growth is an estimate based on the NNDR1 return submitted to Government and is subject to change during the year dependent on business rates actually received during 2023/24

\*\* The s31 grants is an estimate based on the NNDR1 return to Government and is subject to change during the year dependant on reliefs actually awarded during 2023/24

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