

Public Document Pack



SUMMONS

NOTICE IS HEREBY GIVEN THAT A MEETING OF THE HART DISTRICT COUNCIL WILL BE HELD IN COUNCIL CHAMBER ON THURSDAY, 24TH FEBRUARY, 2022 AT 7.00 PM

Joint Chief Executive

CIVIC OFFICES, HARLINGTON WAY
FLEET, HAMPSHIRE GU51 4AE

AGENDA

This Agenda and associated appendices are provided in electronic form only and are published on the Hart District Council Website.

Please download all papers through the Modern.Gov app before the meeting.

- **At the start of the meeting, the Lead Officer will confirm the Fire Evacuation Procedure.**
- **The Chairman will announce that this meeting will be recorded and that anyone remaining at the meeting had provided their consent to any such recording.**

1 MINUTES OF PREVIOUS MEETING (Pages 7 - 13)

To confirm the Minutes of the Council Meeting held on 27 January 2022.

2 APOLOGIES FOR ABSENCE

To receive any apologies for absence from Members*.

***Note:** Members are asked to email Committee Services in advance of the meeting as soon as they become aware they will be absent.

3 DECLARATIONS OF INTEREST

To declare disposable pecuniary, and any other interests*.

***Note:** Members are asked to email Committee Services in advance of the meeting as soon as they become aware they may have an interest to declare.

4 COUNCIL PROCEDURE RULE 12 - QUESTIONS BY THE PUBLIC

To receive any questions from members of the public submitted pursuant to Council Procedure Rule 12.

*Note: The text of any question under Council Procedure Rule 12 must be given to the **Chief Executive** (email committeeservices@hart.gov.uk) no later than **Noon on Friday, 18 February 2022**.*

5 COUNCIL PROCEDURE RULE 14 - QUESTIONS BY MEMBERS

To receive any questions from Members submitted pursuant to Council Procedure Rule 14.

*Note: The text of any question under the Council Procedure Rule 14.3 must be given to the **Chief Executive** (email committeeservices@hart.gov.uk) not later than **5.00pm on Monday, 21 February 2022**.*

*The text of any question under Council Procedure Rule 14.4 must be submitted to the **Chief Executive** before **10.00am on Thursday, 24 February 2022**.*

6 CHAIRMAN'S ANNOUNCEMENTS

7 CABINET MEMBERS' ANNOUNCEMENTS

8 CHIEF EXECUTIVE'S REPORTS

9 MINUTES OF COMMITTEES (Pages 14 - 47)

The Minutes of the following Committees, which met on the dates shown, are submitted.

In accordance with Council Procedure Rule 14.1, Members are allowed to put questions at Council without Notice in respect of any matters in the Minutes to the Leader of the Council or any Chairman of the relevant meeting at the time those Minutes are received by Council.

Meeting	Date	Pages	For Decision
Cabinet (draft)	3 Feb 2022	48-54	Minute 109 – Future of CAB Yateley Building (see agenda item 11) Minute 110 - Treasury Management Strategy Statement and Annual Investment Strategy (see agenda item 12) Minute 111 - Draft Budget 2022/2023 And Medium-Term Financial Strategy (see agenda item 13)
Extra Cabinet (draft)*	8 Feb 2022	55-56	
Planning	12 Jan 2022	40-41	
Overview & Scrutiny	18 Jan 2022	42-59	
Staffing*	17 Jan 2022	1-3	
Staffing (draft)*	10 Feb 2022	4-6	Minute 14 - Pay Policy Statement Financial Year 2022/23 (see agenda item 10)

**Exempt minutes are available for Members via Modern.Gov*

10 PAY POLICY STATEMENT FINANCIAL YEAR 2022/23

To seek approval to the Council's Pay Policy for 2022/23.

RECOMMENDATION

- i. That the Pay Policy 2022/2023 be approved.
- ii. That Council approve an increase of staff salaries by 1.75% from 1st April 2022.

11 FUTURE OF CAB YATELEY BUILDING

To agree the increase in core grant to Hart Citizens Advice.

RECOMMENDATION

That subject to the conclusion of the lease arrangements with Hart Citizens Advice, as set out in appendix 1 (of the report to Cabinet), that their core grant is increased to £220K.

12 TREASURY MANAGEMENT STRATEGY STATEMENT AND ANNUAL INVESTMENT STRATEGY

To present the draft Treasury Management Strategy Statement for 2022/23 which incorporates the Annual Investment Strategy and Prudential and Treasury Indicators for approval.

RECOMMENDATION

That the Treasury Management Strategy Statement, Annual Investment Strategy and Capital Strategy be approved.

13 BUDGET 2022/23 (Pages 48 - 113)

To provide Council with a summary of Cabinet's revenue and capital budget recommendations for 2022/23 to enable Council to calculate and approve the Council Tax requirement for 2022/23. The report also includes the statutory statement of the Head of Corporate Services (Section 151 Officer) to Council on the robustness of the estimates and adequacy of reserves.

RECOMMENDATION

- i. That the Council Tax Base for 2022/23 be:
 - (a) for the whole Council area as 41,815.86 [Item T in the formula in Section 31B(1) of the Local Government Finance Act 1992, as amended (the "Act")]; and
 - (b) for dwellings in those parts of its area to which a Parish precept relates as in the attached Appendix 1A.
- ii. The Council Tax requirement for the Council's own purposes for 2022/23 (excluding Parish precepts) is £7,812,875.28
- iii. That the following amounts be calculated for the year 2022/23 in accordance with Sections 31 and 34 to 36 of the Act:
 - a) £45,450,983, being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act taking into account all precepts issued to it by Parish Councils.
 - b) £33,943,563, being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.
 - c) £11,507,420, being the amount by which the aggregate at 2.3(a) above exceeds the aggregate at 2.3(b) 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 31B(1) of the Act).

- d) £275.19, being the amount at 2.3(c) above (Item R), all divided by Item T (1(a) above), calculated by the Council, in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year (including Parish precepts).
 - e) £3,694,545, being the aggregate amount of all special items (Parish precepts) referred to in Section 34(1) of the Act (as per Column 2 of Appendix 1A).
 - f) £186.84, being the amount at 2.3(d) above less the result given by dividing the amount at 2.3(e) above by Item T (1(a) above), calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish precept relates.
 - g) The amounts set out in column 6 of Appendix 1A for each part of the Council's area being the amounts given by adding to the amount at 2.3(f) above the amounts of the special items relating to dwellings in those parts of the Council's area mentioned in Appendix 1A divided in each case by the amount at 1(b) above, calculated by the Council in accordance with Section 34 of the Act, as the basic amounts of its Council Tax for the year for dwellings in those parts of its area to which one or more special items relate.
 - h) The amounts set out in columns 1 to 9 of Appendix 1B for each part of the Council's area being the amounts given by multiplying the amounts at 2.3(g) 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.
- iv. That it be noted that for the year 2022/23 Hampshire Country Council's precept figures are subject to approval on the 17th February 2022 and are listed below. If any changes are required as a result of Hampshire County Council approval provision for delegation to change is provided in 2.6 of this report. The Police & Crime Commissioner for Hampshire and the 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 dwellings below:

Valuation Band	Hampshire County Council	HCC Adult Social Care	Police & Crime Commissioner for Hampshire	Hampshire Fire & Rescue
	(£)	(£)	(£)	(£)
A(R)	681.64	91.06	131.37	41.91
A	817.97	109.27	157.64	50.29
B	954.29	127.49	183.91	58.67
C	1,090.6	145.70	210.19	67.05
D	1,226.9	163.91	236.46	75.43
E	1,499.6	200.33	289.01	92.19
F	1,772.2	236.76	341.55	108.95
G	2,044.92	273.18	394.10	125.72
H	2,453.90	327.82	472.92	150.86

- v. That, having calculated the aggregate in each case of the amounts at 2.3(h) and 2.2 above, the Council, in accordance with section 30(2) of the Local Government Finance Act 1992, hereby sets the amounts shown in Appendix 1D as the amounts of Council Tax for the year 2022/23 for each of the categories of dwellings in each of the Parishes.
- vi. That for the purposes of section 35 (2) (d) of the Local Government Finance Act 1992, any expenses incurred by the District Council in the financial year 2022/23 in performing functions in a part of the district which elsewhere in the district are performed by a Parish Council, shall not be special expenses of the District Council.
- vii. That the Council concluded the £5 increase in Council Tax for Hart District Council for 2022/23 is not excessive in accordance with principles approved under Section 52ZB Local Government Finance Act 1992.
- viii. That the Head of Corporate Services in consultation with the Cabinet member for Finance be given delegated authority to amend the final council tax calculations in the event of approved changes from the other precepting authorities.
- ix. That the fees and charges for 2022/23 as set out in Appendix 2 be approved.
- x. That the budget set out in Paragraph 13 be approved.
- xi. That the revised Capital Programme for 2021/22 to 2022/23 as detailed in Appendix 4 be approved.
- xii. That the Section 151 officer's statutory report regarding the robustness of the estimates and the adequacy of reserves detailed in paragraph 14 be noted.
- xiii. That Chief Officer's pay is increased by 1.50% from the 1st April 2021 as

agreed by the NJC. Back pay will be calculated separately and paid on the 20th June 2022. This is included within budget.

- xiv. That staff pay is increased by 1.75% from the 1st April 2021. Back pay will be calculated separately and be paid on the 20th June 2022 as included in budget.

14 OUTSIDE BODIES - FEEDBACK FROM MEMBERS

To receive any feedback from Members who are representatives of the Council on an Outside Body.

15 MOTION TO COUNCIL

The following motion has been moved by Cllr Butcher.

“To add transparency and understanding, and to provide clarity, this Council resolves to amend its Constitution so that all votes at Council, Committees, and sub-Committees shall be a recorded vote, with each member asked to indicate whether their vote is in favour of or against the motion or whether they abstain. The vote shall be taken without discussion. The way in which each member present voted is to be recorded in the minutes of the meeting.”

Date of Publication: Wednesday, 16 February 2022

Public Document Pack Agenda Item 1

COUNCIL

Date and Time: Thursday 27 January 2022 at 7.00 pm

Place: Council Chamber

Present:

COUNCILLORS -

Ambler (Chairman)

Axam

Bailey

Blewett

Butcher

Butler

Clarke

Coburn

Cockarill

Crampton

Crisp

Crookes

Davies

Delaney

Dorn

Drage

Farmer

Kennett

Neighbour

Oliver

Quarterman

Radley

Smith

Southern

Wildsmith

Worlock

Officers Present:

Daryl Phillips

Lee Rome

Joint Chief Executive

Committee Services Officer

50 MINUTES OF PREVIOUS MEETING

The Minutes of the Council Meeting held on 25 November 2021 were confirmed and signed as a correct record.

51 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Collins, Forster, Kinnell, Lamb, Wheale and Wright.

52 DECLARATIONS OF INTEREST

No declarations were made.

53 COUNCIL PROCEDURE RULE 12 - QUESTIONS BY THE PUBLIC

Questions had been received from David Turver, details of which are set out in Appendix A attached to these minutes.

54 COUNCIL PROCEDURE RULE 14 - QUESTIONS BY MEMBERS

No questions were received from Members.

55 CHAIRMAN'S ANNOUNCEMENTS

The Chairman announced that he conducted the following visit:

11 December 2021 - Sleeping Beauty Pantomime Gala Night at The Harlington.

56 CABINET MEMBERS' ANNOUNCEMENTS

The Leader of the Council, **Councillor Neighbour** reminded Members that it was Holocaust Memorial Day, and that this day represented an opportunity reflect and to take stock.

He announced that he had attended a County Deal meeting on 8 January 2022, but that as no White Paper had been published by the Government, no decisions about the way forward could be decided, though there had been positive discussions around potential responses. The current expectation was that the paper may be published on 3 February 2022, and that a County Deal would be beneficial for all Hampshire residents and change the way services are delivered across Hampshire in the future.

Councillor Radley announced:

That Hart had 170 applications on the Omicron Discretionary Grants Scheme and 89 applications on the main scheme. The administration process was proving lengthy and was taking full five working days for assurance checks to come back from Central Government, and when they came back further checks were required on all applications. Therefore, 33 discretionary grants and 33 mainstream grants had been authorised on payment runs. We encourage businesses and particularly leisure and hospitality businesses to continue to apply.

Councillor Clarke announced:

On Monday the Council found out that a bid for cyber improvements from the Department of Levelling Up, Housing and Communities was successful with £125k being provided to implement a cyber treatment plan, which would see improvements to cyber security at Hart District Council over the next 12 months.

Councillor Bailey announced:

This week had a further Afghan family move into a home in Fleet – one made available by a housing association (Metropolitan Thames Valley). We have also secured a private rented home in North Warnborough, awaiting a family match. To date, we have now made 4 homes available locally.

The Community Safety team were in court Christmas week, securing the extension to the Antisocial Behaviour Injunction on the owners of the property in Yateley who were causing serious neighbour nuisance. The Court awarded costs and secured an undertaking from the property owner to sell the property. Excellent joint work was completed between the Community Safety Team and the Police, who are also investigating illegal activity at the house. Obviously, we

are happy to be able to restore a sense of normal life for the neighbours who have been so badly impacted by the activities at this address.

Councillor Oliver announced:

Members should be aware that the Green Waste service had resumed and following a successful start-up in Basingstoke this week, and that there is a positive outlook going forward when collection vehicles come to Hart next week.

Parking concessions for residents coming to Fleet for Covid-19 injections will be suspended from next Monday 31 January 2022. Permits for medical and volunteer staff will continue until Vaccination Centers are no longer required.

57 CHIEF EXECUTIVE'S REPORTS

The Joint Chief Executive reported that due to the end of the Government Plan B Covid restrictions, meeting layouts and arrangements had returned to a conventional format. Members were asked to follow office rules in place for Council staff when using the building, observing social distancing and mask wearing requirements, to protect others.

It was confirmed that the Council offices could be used for group meetings again.

58 MINUTES OF COMMITTEES

The Minutes of the following Committees, which met on the dates shown, were received by Council.

Cabinet 2 Dec 2021

No questions were asked.

Cabinet (draft) 6 Jan 2021

No questions were asked.

Planning 8 Dec 2021

No questions were asked.

Overview & Scrutiny 16 Nov 2021

No questions were asked.

Overview & Scrutiny (draft) 14 Dec 2021

No questions were asked.

Audit (draft) 7 Dec 2021

No questions were asked.

Licensing (draft) 23 Nov 2021

It was asked if the cancellation of Licensing meetings over the municipal year had delayed the Shared Services Policies due for renewal in 2021, and if these could be expedited.

It was clarified that previous meetings had been cancelled due to there being no business for the Licensing Committee to discuss at the time, and that the meeting due in February had been cancelled due sickness and bereavement within the Licensing Team. Reassurances had been given that work items will not be delayed as a consequence, and that the policies in question were not delayed but were returning after further consultations requested by the Committee.

59 COUNCIL TAX BASE 2022/23

Councillor Radley introduced the paper and the recommendation.

RECOMMENDATION

That in accordance with the Local Authorities (Calculation of Tax Base) Regulations 2012, the amount calculated by Hart District Council as its council tax base for the 2022/23 year shall be set at 41,815.86 (2021/22 - 41,175.55).

DECISION

That the proposed Council Tax Base 22/23 be approved.

60 OUTSIDE BODIES - FEEDBACK FROM MEMBERS

Feedback was provided on the Basingstoke Canal Joint Management Authority. It was noted that making progress on capital projects and other areas in their budget was difficult due to challenges in recruiting the appropriate specialist staff required.

The meeting closed at 7.35 pm

COUNCIL PROCEDURE RULE 12

QUESTIONS BY THE PUBLIC

Mr David Turver asked:

According to the FY21/22 budget book (account 91019), the track record of actual and budget for income from the Leisure Centres is:

- FY18/19: £828K actual
- FY19/20: £1,268K actual
- FY20/21: £633K budget
- FY21/22: £1,407K budget.

What was the thinking behind setting the budget at that level and what plans were made to deliver record revenue from the Leisure Centres during a pandemic?

Cllr Radley responded:

Hart District Council has a contractual arrangement with Everyone Active (EA); for robust commercial reasons this was used as the budget for 21/22.

The Government recognised the contractual position for Local Authorities and to mitigate the worst adverse impact introduced a compensation scheme. The scheme is linked to the published Budget Book. The 20/21 Budget Book reflects the contracted management fee with Sports Leisure Management Ltd.

The budget accounts for the management fee contractually agreed with EA, it is not directly dependent upon Leisure Centre usage. A new contractual arrangement is being entered into moving forward which takes account of the anticipated pandemic recovery trajectory.

Mr Turver asked a supplementary question:

If the budget was set at £1,407k and government support was expected to that level, why is income down £700k at the halfway point.

Cllr Radley responded:

The government compensation scheme does not cover for the full amount, but is based upon the set budget, which reflected the contractual agreement with EA. The government gives some of the money based the budget not all, which is why it has fallen short. The amount entered into the budget book was correct as that it is what we would expect under the contract with EA in normal circumstances.

Mr David Turver asked a second question:

The Q2 Monitoring report shows that the Leisure Centres are reported to have a shortfall in income of £700K YTD and Cabinet papers indicate that this shortfall will be made up from reserves earmarked for Sports Facilities. However, note 5.11.1 in the draft accounts sets out the details of earmarked reserves and does not explicitly mention a reserve for Sports Facilities. Can you please explain exactly how much is being transferred and where the money is coming from?

Cllr Radley responded:

There is an earmarked reserve with funding set aside from a historic VAT refund on leisure services to the value of £1,393k. This reserve forms part of Corporate Services earmarked reserves. The reserve will be used as needed depending on our review of open book income and expenditure on the contract with Everyone Active.

To be clear this is revenue budget money and is not taking away from any leisure services capital reserves or Section 106 funding.

Mr Turver asked a supplementary question:

What risk is there of a further reserve transfer next year?

Cllr Radley responded:

The budget to be approved in February anticipates the contractual amount we will receive from EA, so there should be no need for a further transfer, as we are producing a balanced budget.

Mr David Turver asked a third question:

The recently published Infrastructure Delivery Plan (IDP) shows a funding gap of £57.9m. However, 72% of the projects identified remain un-costed. What is the realistic estimate of the full infrastructure funding gap and when will a complete IDP be published?

Cllr Cockarill responded:

The Infrastructure Delivery Plan is a living document, which is reported to Cabinet and Overview & Scrutiny at regular intervals. The report referenced in the question is the one presented to those committees in November. The next iteration of the Infrastructure Delivery Plan is due to be presented in the spring. This will have an updated estimate of the funding requirements and the shortfall.

Mr Turver asked a supplementary question:

The indication in November was that there is that the CIL contribution will meet of ¼ of the IDP funding, what is the impact on the CIL consultation if you are to republish a 'proper' IDP in three months' time?

Cllr Cockarill responded:

The results of the CIL consultation will inform the next iteration of the IDP, but government mandates that the IDP must be set up with a shortfall to allow for developer contributions and other funding mechanisms to operate. The next iteration of the IDP will be published after the CIL consultation is complete, and then we will be able to establish the estimates of funding and shortfall at that time.

Mr David Turver asked a final question:

Which sports facilities will now not get delivered because of the transfer from reserves to cover the hole in the Leisure Centre budget?

Cllr Radley responded:

The money that is being used to subsidise EA is coming from a revenue fund not S106 money or Capital Reserves, so there will be no impact on future provision leisure facilities or services.

Mr Turver asked a supplementary question:

Something must be losing money somewhere if you are using the reserves on the leisure centre unplanned, so what would that money have been spent on?

Cllr Radley responded:

The Council has reserves earmarked for specific purposes and a general reserve built up that balances the ebbs and flows of our revenue streams. It is built up in good years to deal with difficult years, it is basically a 'balancing reserve'. The last two years have been especially challenging because of the pandemic, so it has been a natural decision to use some of the reserves put away for a 'rainy day' for a couple of 'rainy years' and we would seek to add to the reserves again in good years. The money is there for that purpose. No one has lost out; it is simply good financial management.

Public Document Pack Agenda Item 9

CABINET

Date and Time: Thursday 3 February 2022 at 7.00 pm

Place: Council Chamber

Present:

Bailey, Clarke, Cockarill, Kinnell, Neighbour (Leader), Oliver, Quaterman and Radley

In attendance: Axam, Crookes, Farmer, Forster (from 7.14pm), Smith

Officers:

Patricia Hughes	Joint Chief Executive
Emma Foy	Head of Corporate Services & S151 Officer
Joanne Rayne	Finance Manager
Helen Vincent	Committee Services Team Leader

101 MINUTES OF THE PREVIOUS MEETING

Minutes of the meeting held on 6 January 2022 were signed as a correct record.

102 APOLOGIES FOR ABSENCE

No apologies received.

103 DECLARATIONS OF INTEREST

The Joint Chief Executive, Patricia Hughes and the Finance Manager, Joanne Rayne declared interests for Item 8 as they are both Directors of the Housing Company.

104 CHAIRMAN'S ANNOUNCEMENTS

Following announcements made by The Chancellor today, The Chairman asked the portfolio holder for finance to read out a statement.

'The Chancellor today announced help for households with their energy costs. This follows a rise in the energy price cap. All domestic electricity customers will receive £200 off their energy bills from October 2022. This will be applied directly by the energy company, and it will then be recovered from customers in five equal instalments over the next five years beginning in 2023. It is effectively an interest free loan to assist households whilst the wholesale gas prices are high.

In addition, households in England in Council Tax Bands A-D will receive a £150 rebate made by authorities which will not need to be repaid. It is estimated Hart District Council will charge Council Tax to 18,045 households in bands A-D in

2022-23 meaning that the total rebate will be in excess of £2.7m across the district. This is a grant not a loan.

In addition, there will be some funding available for vulnerable people and those on low incomes who receive Council Tax Support across all bands.

Government is consulting on how these schemes are best administered although we expect that we will be responsible for all rebates and discretionary rebates.

The Chairman then asked the Joint Chief Executive to give a brief update on the associated Omicron Business Grants that was agreed under Urgency Provisions on 11 January 2022 in consultation with the Deputy Leader and Chairman of Overview and Scrutiny Committee, to prevent any delay in implementation of the grant scheme which was noted.

105 PUBLIC PARTICIPATION (ITEMS PERTAINING TO THE AGENDA)

None.

106 MINUTES FROM THE CLIMATE CHANGE WORKING GROUP

The minutes of the meeting held on 25 January were noted.

107 MINUTES FROM THE CIVIC QUARTER REGENERATION WORKING GROUP

Minutes of the meetings held on 10 January and 25 January 2022 were noted.

108 REPORT OF SCRUTINY PANEL ON THE OPERATION OF HART HOUSING PROPERTY MANAGEMENT COMPANY

The Joint Chief Executive and Finance Manager left the meeting at the start of this item at 7.06pm.

Cllr Smith supported by Cllr Farmer presented Members with a report from the Housing Company Scrutiny Panel which provided an update of the performance of the company to enable the financial projections to be included within the budget for 2022/2023. Both Members of the Scrutiny Panel highlighted to Cabinet the business plan, reports, performance of the company and challenges met.

Noting for review were the additional start-up costs being higher at the beginning than anticipated due to snagging issues and early dilapidations and extra work carried out by the Agent. Members expressed concern that all snagging costs should be recovered from the developer.

Members raised questions regarding:

- The potential small risk for Shareholders and amending the Articles of Association. Legal advice would be sought at Member's request.
- Opportunities for future growth and resources required for future investments.

- To fully support the Scrutiny Housing Panel to meet twice a year.

DECISION

That:

1. The positive performance of the Housing Company against the initial business plan be noted (see 4.2)
2. The updated financial projections of the Housing company were agreed for inclusion within the budget for Hart District Council 2022/2023.
3. That Cabinet agreed not to amend the Articles of Association and bear the small risks associated with these items (see 4.4).
4. That Cabinet agreed to reverting to the original plan for the Scrutiny Panel to be convened twice per year (see 4.9).

The Joint Chief Executive and the Finance Manager returned to the meeting at 7.27pm.

109 FUTURE OF CAB YATELEY BUILDING

Cabinet were updated on the intended change in delivery strategy of services by Hart Citizens Advice and the opportunities this presents to work with other Public Sector organisations, in delivering vital services to our community. The Hart building in Royal Oak Close, Yateley (The Building) is currently occupied by Citizen's Advice Bureau (CAB) and Members were asked to approve to progress the following:

1. CAB move from The Building into the APEX, Ground Floor, Civic Building.
2. Agree in principle for Oakley Health Group (OHG) to move into The Building, dependant on agreement of lease terms.
3. Delegation to complete lease agreements with CAB and OHG.

Members questioned the:

- Organisations benefitting from making use of the Organisation's assets and being treated fairly by the Council.
- VAT charges on the commercial rent received and the VAT liability on the rent being covered by the grant given.
- Asked for reassurance that services received from CAB will maintain a high quality and if we have influence on how they provide their services.
- Requesting CAB prioritise their front-line services and secure delivery through the grant scheme.
- Amend the recommendation to state that Office presence in the APEX Centre to be consolidated.

- Strategic decisions made by CAB to move from physical presence to operations via the internet and online.
- The additional cost of outreach sites and facilities.

Cllr Bailey moved to make an amendment to the recommendation for clarity for residents and for Cabinet to note the desire for the CAB to retain a physical presence in Yateley and to extend this model to other parts of the district and to note the expressed willingness by Oakley Health for CAB to be able to have a presence in the form of a CAB building in Yateley. Members unanimously agreed.

DECISION

That Cabinet agreed:

1. The cessation of the existing Tenancy at Will arrangements with Hart Citizens Advice for the building at Royal Oak Close in Yateley.
2. A new lease with Hart Citizens Advice that would consolidate the service from Yateley to the Apex Centre within the Civic Offices, and consolidates the lease agreements into one single agreement, based on the Heads of Terms as set out in appendix 1.
3. Subject to agreement to points 1 and 2, that Cabinet agreed in principle the occupation of Oakley Health Group into The Building at Royal Oak Close, Yateley, based on the Heads of Terms as set out in appendix 2.
4. That Cabinet delegated the Joint Chief Executives in consultation with the Deputy Leader, authorisation to complete the lease agreements based on the Heads of Terms as set out in appendix 1 and 2, with both Hart Citizen Advice and Oakley Health Group (or other NHS body, so appointed to deliver, see paragraph 4.11).
5. That Cabinet recommended to Council, that subject to the conclusion of the lease arrangements with Hart Citizens Advice, as set out in appendix 1, that their core grant is increased to £220K.
6. That cabinet noted the desire for the CAB to retain a physical presence in Yateley and to extend this model to other parts of the district.
7. That Cabinet noted the expressed willingness by Oakley Health for CAB to be able to have a presence in the form of a CAB building in Yateley.

110 TREASURY MANAGEMENT STRATEGY STATEMENT AND ANNUAL INVESTMENT STRATEGY

Members were presented with the draft Treasury Management Strategy Statement for 2022/23 which incorporated the Annual Investment Strategy and Prudential and Treasury Indicators for approval.

Members sought clarification on the capital programme and the element of maintenance and capital work requirements. It was explained that pure maintenance is funded through revenue budget and an update will be provided to Members. Capital budget requests are challenged before adding to the capital programme.

An updated list of investments was requested by Members, and it was agreed that this will be provided to all attendees of the Committee.

RECOMMENDATION to Council

That Cabinet recommend approval to Council of the Treasury Management Strategy Statement, Annual Investment Strategy and Capital Strategy.

111 DRAFT BUDGET 2022/2023 AND MEDIUM-TERM FINANCIAL STRATEGY

This report provided a summary of the revenue and capital budget proposals for 2021/2022 to be approved by Cabinet and recommended to Council. The report also included the statutory statement of the Head of Corporate Services (Section 151 Officer) to Council on the robustness of the estimates and adequacy of reserves. This proposed budget included funding provided in the provisional finance settlement for 2022/2023 which was published on December 16th, 2021. The final settlement is expected imminently.

The anticipated multi-year Spending Review was once again replaced by a short-term Spending Round. This limits any meaningful financial planning to one year. Whilst best estimates have been made for future years, this report therefore could not give any realistic projection beyond 2022/2023. The Medium-Term Financial Strategy is provided in Appendix 2.

In view of the Government statement made earlier it is anticipated that any spend on Council Tax rebates will be covered by grant from Central Government.

RECOMMENDATION to Council

1. That the level of Council Tax for 2022/23 be increased by £5 and set at £186.84 for a band D property.
2. That the summary revenue budget for 2022/23 as set out in paragraph 13 of this report be approved.
3. That the capital programme for 2022/23 as detailed in Appendix 1 be approved.
4. That no changes be made to the Council Tax Support Scheme for 2022/23 but that consultation on a new scheme takes place in Quarter 3 2022/23 for implementation in 2023/24.

112 CABINET WORK PROGRAMME

The Cabinet Work Programme was considered, and an amendment was made to the description of the Annual Car Parking report for March which is an annual report for on street parking and is a contractual requirement by Hampshire County Council.

113 EXEMPT FROM PUBLICATION

The following item contained exempt information.

DECISION

Members decided that the public interest in maintaining an exemption outweighed the public interest in disclosing the information.

In accordance with Section 100A(4) of the Local Government Act 1972, the public be excluded during the discussion of the matters referred to, on the grounds that they involved the likely disclosure of exempt information, as defined in paragraphs 1 and 2 of Part 1 of Schedule 12A of the Act, and the public interest in maintaining the exemption outweighed the public interest in disclosing the information

114 REORGANISATION OF CORPORATE SERVICES

The purpose of this report set out proposals for the reorganisation of Corporate Services and aims to provide resilience, reduce the number of direct reports to head of Services and also ensure that resources are available in key areas such as procurement to match forecast demands and skills gaps. In addition, the restructure amends job descriptions which reflect the old Capita outsourced situation and further insources and accountancy service from Mendip. This paper was endorsed by the staffing committee in January 2022.

Members asked questions regarding the impact this reorganisation had on the internal audit work following the retirement of the previous head of audit. It was explained that this work was largely outsourced but these contracts would be consolidated. Client management roles that were historically in Capita contracts and are now inhouse are included in the procurement and contracts officer roles.

Members were advised that the process would start in March to April involving consultations with staff, involving new job descriptions and the new structure and will take on board Officers views for understanding the fundamental principles.

DECISION

That Cabinet approved the principles of the reorganisation and new structure as set out in appendix two to enable the Head of Corporate Services to consult with staff on the proposed new structure.

This report and its appendices are exempt from publication.

The meeting closed at 8.16 pm

Public Document Pack

EXTRA CABINET

Date and Time: Tuesday 8 February 2022 at 7.00 pm

Place: Council Chamber

Present:

Bailey, Clarke, Cockarill, Kinnell, Neighbour (Leader), Oliver, Quaterman and Radley

In attendance: Ambler, Axam, Coburn, Farmer, Smith, Worlock

Officers:

Helen Vincent Committee Services Team Leader

115 APOLOGIES FOR ABSENCE

No apologies had been received.

116 DECLARATIONS OF INTEREST

None.

117 CHAIRMAN'S ANNOUNCEMENTS

The Chairman had no announcements.

118 PUBLIC PARTICIPATION (ITEMS PERTAINING TO THE AGENDA)

None.

119 EXEMPT FROM PUBLICATION

The following item contained exempt information.

DECISION

Members decided that the public interest in maintaining an exemption outweighed the public interest in disclosing the information.

In accordance with Section 100A(4) of the Local Government Act 1972, the public be excluded during the discussion of the matters referred to, on the grounds that they involved the likely disclosure of exempt information, as defined in paragraphs 1 and 2 of Part 1 of Schedule 12A of the Act, and the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

120 EFFICIENCY SAVING: SENIOR MANAGEMENT RESTRUCTURE

Cabinet considered the recommendations made by Staffing Committee to Cabinet on the future restructure of the Senior Management Team to secure efficiency savings.

DECISION

The proposals presented to Cabinet were approved.

This report and its appendices are exempt from publication.

The meeting closed at 8.46 pm

PLANNING COMMITTEE

Date and Time: Wednesday 12 January 2022 at 7.00 pm

Place: Council Chamber

Present:

Ambler, Coburn (substitute), Cockarill, Delaney, Dorn (substitute), Oliver (Chairman), Quarterman and Southern

In attendance:

Officers:

Steph Baker	Development Management & Building Control Manager
Mark Jaggard	Head of Place
Tola Otudeko	Shared Legal Services
Sabrina Cranny	Committee Services Officer

65 MINUTES OF PREVIOUS MEETING

The Minutes of the meeting held on 8 December 2021 were confirmed and signed as a correct record.

66 APOLOGIES FOR ABSENCE

Apologies had been received from Councillors Blewett, Kennett (Dorn), Radley and Worlock (Coburn).

67 DECLARATIONS OF INTEREST

None

68 CHAIRMAN'S ANNOUNCEMENTS

Members should have received potential dates from Rachel Poulter for the planning visit to view completed developments. Please respond to Rachel Poulter.

69 DEVELOPMENT APPLICATIONS

70 21/02453/LBC - SOUTH WARNBOROUGH LODGE, LEES HILL, SOUTH WARNBOROUGH, HOOK RG29 1RQ

Replace and repair windows (windows 1 and 2).

Members considered the application.

Members voted to Grant which was carried.

DECISION – GRANT as per officer recommendation, subject to conditions and informatives.

Notes:

No site visit took place.

71 21/01714/FUL - TRAVIS PERKINS, LONDON ROAD, HARTLEY WINTNEY, HOOK RG27 8RH

Construction of 9 dwellings with associated parking and landscaping (following demolition of the existing buildings).

Members considered:

- The lack of a specific location for refuse storage and collection points
- Condition 10 includes site details for bin storage and collection
- Access for refuse vehicles
- Private SANG access
- Whether the heating options specified are the best options (air source heat pumps and log burning stoves)
- Whether 9 dwellings is too many considering layout
- Whether the layout works considering density
- That these dwellings are 33 units per hectare but still within acceptable range of 7 to 44 units per hectare from the Hartley Wintney Design Guidelines
- The garden sizes of proposed units
- That securing a bat license be included as an informative
- That local members be involved in agreeing details of soft landscaping condition

Members voted to Grant which was carried.

DECISION – GRANT as per officer recommendation with consultation with the ward councillor on soft landscaping, amendment to condition 10 to include covered refuse storage and collection points, and management of the refuse and an additional informative on biodiversity.

Notes:

No site visit took place.

Mrs Jo Overton spoke against the application.

Mr James Lacey spoke for the application.

The meeting closed at 7.52 pm

Public Document Pack

OVERVIEW AND SCRUTINY COMMITTEE

Date and Time: Tuesday 18 January 2022 at 7.00 pm

Place: Council Chamber

Present:

Axam, Crookes, Davies, Dorn, Farmer, Smith and Worlock (Chairman)

In attendance, virtual:

Cllr Collins

Cllr Drage

Cllr Radley

Officers:

Daryl Phillips, Joint Chief Executive

Emma Foy, Head of Corporate Services & S151 Officer

Kirsty Jenkins, Head of Community

Nicola Harpham, Strategy & Development Manager

Kelly Watts, Housing Solutions Manager

Jenny Humphreys, Committee Services Officer

89 MINUTES OF PREVIOUS MEETING

The Minutes of the meeting of 14 December 2021 were confirmed and signed as a correct record.

A member wanted noted that they had expected more detailed recommendations to be given to Cabinet on the Project Integra Joint Municipal Waste Management Strategy, that was discussed at last month's Overview and Scrutiny meeting.

The Joint Chief Executive and Chairman to look at this going forward to ensure that any recommendations made by Overview and Scrutiny Committee are clearly and accurately reflected in any subsequent report to Cabinet.

90 APOLOGIES FOR ABSENCE

Apologies were received from Councillor Harward.

Councillors Collins and Drage attended virtually via Teams.

91 DECLARATIONS OF INTEREST

None.

92 CHAIRMAN'S ANNOUNCEMENTS

The Chairman announced that Virginia Barrett, Principal CEO of Farnborough College of Technology was going to give a presentation that would be after Item five on the agenda.

93 PRESENTATION BY PRINCIPAL CEO OF FARNBOROUGH COLLEGE OF TECHNOLOGY

The Chairman introduced Virginia Barrett, Principal CEO of Farnborough College of Technology and explained she had been in her role since 2016.

Virginia reported that the team were writing the College's 2022-2032 strategy and were looking at growing the College and the desire to have a campus primarily for adult education somewhere in Hart.

Members discussions and questions included:

- How the college could work with Hampshire County Council to make the journey to the Farnborough campus and any new campuses more accessible for students.
- What topics could be provided at a new Hart campus for the College.
- How to include broader skills in teaching like project management, alongside the core technical ones.
- How the College has spent £5 million in growing apprenticeships for 16–18-year olds and higher educational needs.
- The demand for adult education and how this is determined.
- The possibility of opening a new College campus in - subject to planning permission in September 2022 or by January 2023.

Members thanked Virginia for her very informative presentation.

Commendation was also given to the catering students as some members had had a tour of the College before Christmas.

The presentation slides are attached to these Minutes.

94 HOUSING CAPITAL SPEND UPDATE

The Strategy and Development Manager summarised that the group had met twice since November 2021, reviewed the list of projects and identified why they had been chosen. They had also listed a top three, devised a matrix and prioritised projects. At the March meeting there would be a guest speaker and the group plan to continue meeting every six weeks.

Councillors Axam, Farmer and Worlock, who are members of the Task and Finish group, summarised that the meetings were very useful and they were impressed with the matrix compilation.

Members also discussed:

- The desire for more detail and scope of who will benefit from the projects.
- The short time scales these projects have and that increasing this may be needed.
- The possibilities of capital purchasing and investing the money.
- Links to the commercialisation agenda.

95 HOUSING CAPITAL FUNDING FOR ENERGY EFFICIENCY MEASURES IN NEW AFFORDABLE HOUSING

The Strategy and Development Manager highlighted that the item had previously come to November's Overview and Scrutiny meeting and members comments had been incorporated into this new report.

The Strategy and Development Manager reintroduced the proposal to provide top-up funding to housing associations to provide energy efficiency measures in some new affordable homes. This project had been identified as one of the Housing Capital Spends top three.

Members questioned the report and its details, and the explanation of how energy efficiency benefits will be monitored, measured and the targets it is trying to achieve (section 5.2 of the report).

Members also discussed:

- Why the explanation on the type of data collection could not be more detailed (section 5.3).
- The absence of listing specific schemes and the types of improvements and the costs of these for existing housing schemes (section 5.4).
- The absence of detail on the cost and benefit criteria to award funding (section 5.5).
- The risks of *not* doing the scheme were included however the risks of doing the scheme were not – for example, possible fraud, delays, technical problems etc. (section 8).
- Why £550,000 was the chosen figure for this project and how much money was available altogether.
- The current standards that new housing needs to abide by and thoughts on what the new housing industry may do in the future.
- Heat pumps and how expensive and effective they are.
- How cost effective this will be for the council and who primarily will benefit.
- The ownership of the proposed site.

Members also expressed interest in seeing more definitions for energy efficiency homes.

The Joint Chief Executive suggested inviting developers or an industry expert to a future committee meeting to provide more detail on how they plan to future proof their new homes.

The Head of Corporate explained that this project would be a deferred charge not a council asset.

DECISION

Members decided that the scheme fundamentally is a good idea however the report needed more detail and explanation.

The Committee had concerns about how the benefits of the scheme could be measured and evaluated.

The Committee was also concerned about the level of funding that was being committed to the scheme and also expressed concern about the intended use of officer delegation powers. The Committee, therefore, did not recommend the report proceed to Cabinet.

The Chairman and Joint Chief Executive to discuss the next course of action to take, along with the Portfolio Holder and Head of Services for Community and update this Committee before the next Cabinet meeting.

96 HOMELESSNESS AND ROUGH SLEEPING STRATEGY 2022-27

The Head of Community gave a brief introduction on the new Homelessness and Rough Sleeping Strategy 2022-27, which is a legal requirement for the Council every five years.

The Head of Community also highlighted that homelessness prevention was the Council's focus in this document, and the team had undertaken online surveys and engaged with service users and partners to prepare it.

Members congratulated the team on their continued good work at preventing homelessness in Hart and in drafting the Strategy.

Members questioned why Hart does not currently have its own housing stock and the Head of Community explained that this is an area the team are always looking at going forward.

DECISION

Members recommended that the Strategy be adopted by Cabinet with the following recommendations:

- page, version and section numbers to be included.
- further statistics, for example the number of households/people affected by homelessness and rough sleeping to be added.

97 DRAFT BUDGET 2022/2023 AND MEDIUM-TERM FINANCIAL STRATEGY

The Head of Corporate summarised the report that contained the revenue and capital budget proposals for 2022/2023 and highlighted that a balanced budget was met.

Members were updated on:

- New Homes Bonus – the council to receive £1.6 million.
- An option to implement a £5 increase in Council Tax per band D.
- The New Burdens grant and when to apply.
- The decrease in car parking revenue due to the Covid-19 pandemic.
- There are no proposed increases to off street parking charges for 2022/23.
- The Council's Capital Reserves are sufficient to provide spend cover for 2022/23 but not beyond this.

Members questioned:

- Why tier three savings were not included in the report and were updated that they need to be included in next year's draft budget.
- The amount being spent/used on Climate Change and Hart's Climate Change Emergency declaration.
- The financial support given to Hart Leisure Centre.

DECISION

The Committee agreed to forward its comments to Cabinet.

Additional appendices and Five-year medium term financial strategy attached to these Minutes.

98 TREASURY MANAGEMENT STRATEGY STATEMENT AND ANNUAL INVESTMENT STRATEGY

The Head of Corporate explained the draft Treasury Management Strategy Statement for 2022/23 which incorporates the Annual Investment Strategy and Prudential and Treasury Indicators.

The Head of Corporate also reported that presently no borrowing is being considered or planned for the rest of this financial year or for 2022/23.

DECISION

Members recommended the report to Cabinet.

99 CABINET WORK PROGRAMME

Members questioned the Annual Car Parking item that is due to come to March's Cabinet.

The Joint Chief Executive confirmed that it is the first time the Council has prepared this report which is a requirement from Hampshire County Council.

100 OVERVIEW AND SCRUTINY WORK PROGRAMME

Members questioned how much member input is required for the Annual Car Parking item, and the Joint Chief Executive confirmed that this is still being determined.

The meeting closed at 9.21 pm

FCoT and Hart



FCoT Background

- Two campuses: the main campus at Farnborough and Aldershot College
- HE Provision is based at the University Centre Farnborough
- FCoT delivers a range of qualification levels including Access to HE, A Levels, Apprenticeships, T Levels and Professional Courses
- Circa 5,000 students, primarily from Rushmoor and Hart

Page 39



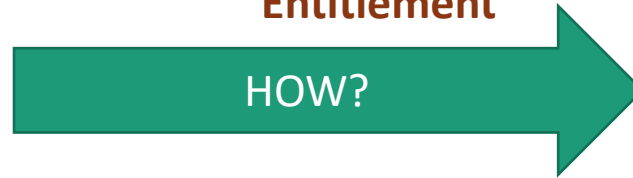
FCoT: More Resilient & Stronger Institution

2016

- College shrunk from £23 to £15m in 2016
- Area Based Review - ABR Explore merger directive

Focus on Community Partnerships

Hart/ Rushmoor Inclusive Entitlement



HOW?

Industry & Learner

Centric

Inward Investment & Retention Collaboration

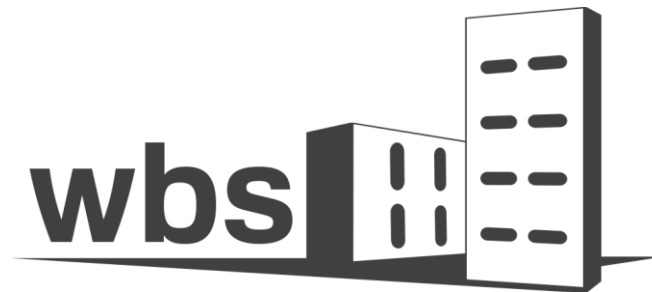
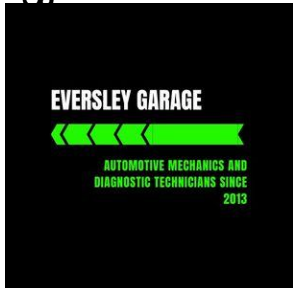
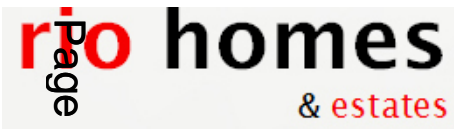
Investment of £16+ in 2 main campuses

Large employer supporting Place Shaping

2021

- Growth from 15m to 21.5

FCoT and Hart Businesses



FCoT Strategy 2022-32



Mission: Technical Community & Professionals University that facilitates learners' social mobility, fuels sustainable industries and empowers inclusive life long learning communities.



Hart Vision : Empower people to help themselves whilst ensuring there is support for the most vulnerable. Working closely with our partners to enable people to live safely and independently and help our most vulnerable residents to get the support they need when they need it.



Vision: Ensure 100% of programmes help people gain skills and experiences to be successful in life.



Transformation Goal: Innovative, outstanding and sustainable 21st Century College that is both learner and employer centric.

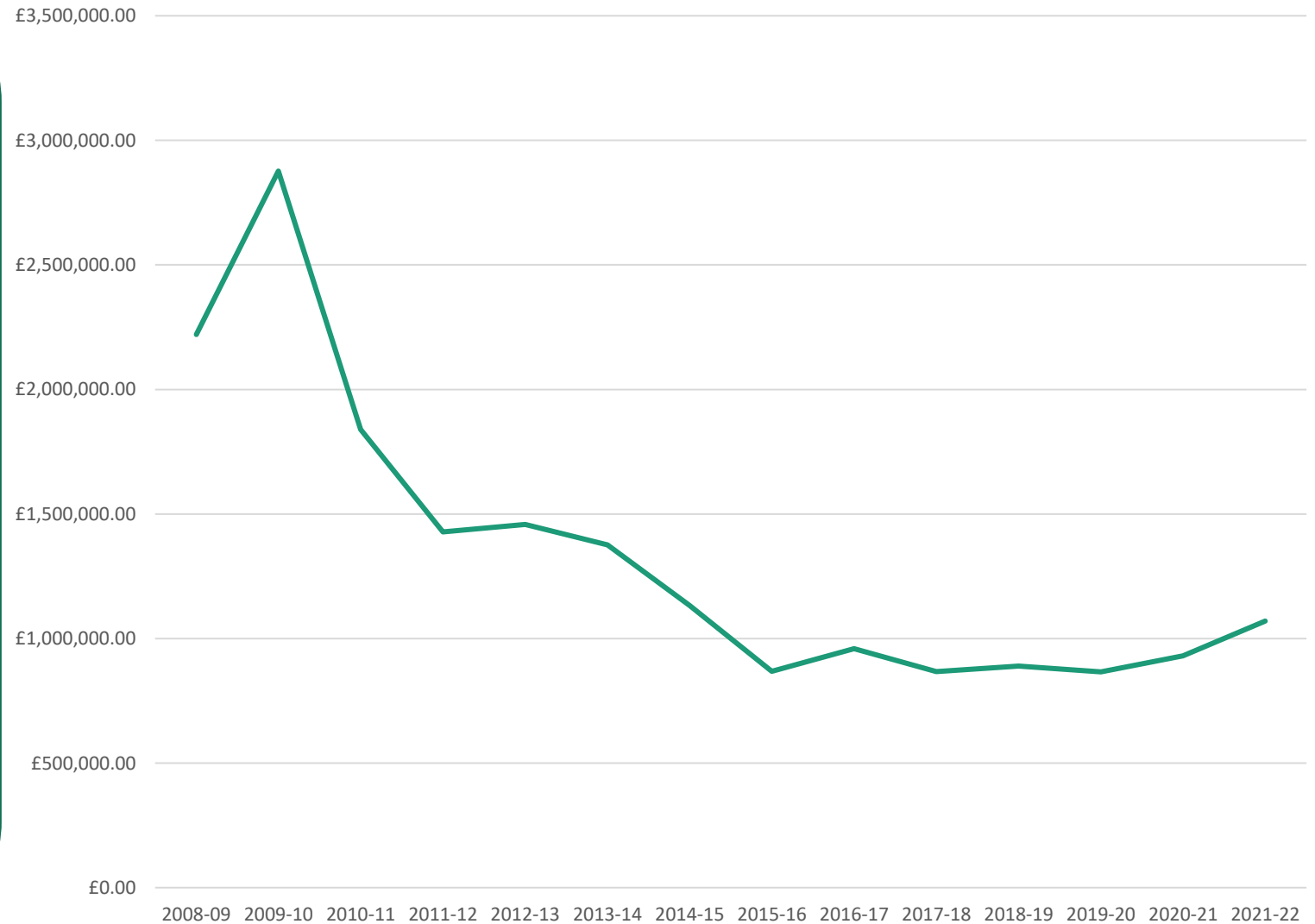
Adult Education & Training

A maze of challenges
contracted and compressed the
College's FE Adult offer in
recent years

Page 33

Increasing Adult Participation is
therefore a key objective in the
2022-32 Sustainability
Transformation Strategy

Adult Education Funding



Hart Consultation on the New Strategy

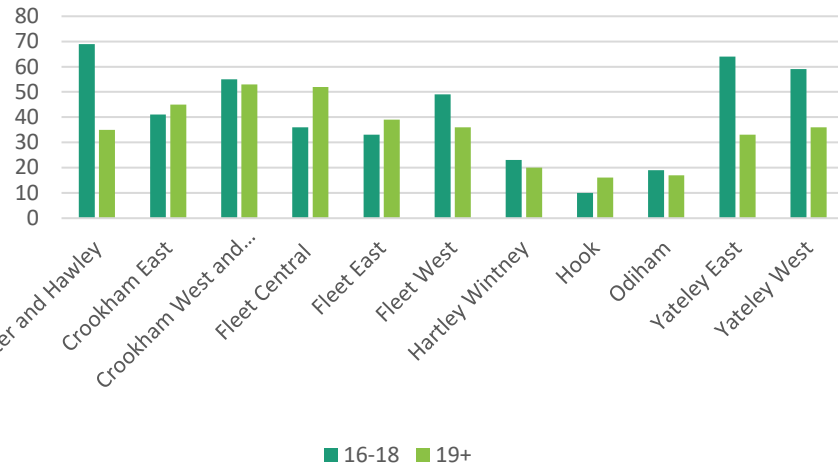
Several changes in government policy now provide opportunities for FCoT to work with local stakeholders to develop a coherent approach to adult skills & progression:

- Prior to the pandemic, the government signalled it would be expanding **significant Level 3 eligibility**.
- A flexible lifelong loan entitlement to the equivalent of four years of post-18 education from 2025.
- FE teacher training Nationwide recruitment and training of the FE teaching workforce
- Develop a outcomes-based provision that improves progression and respond to employer demand”.

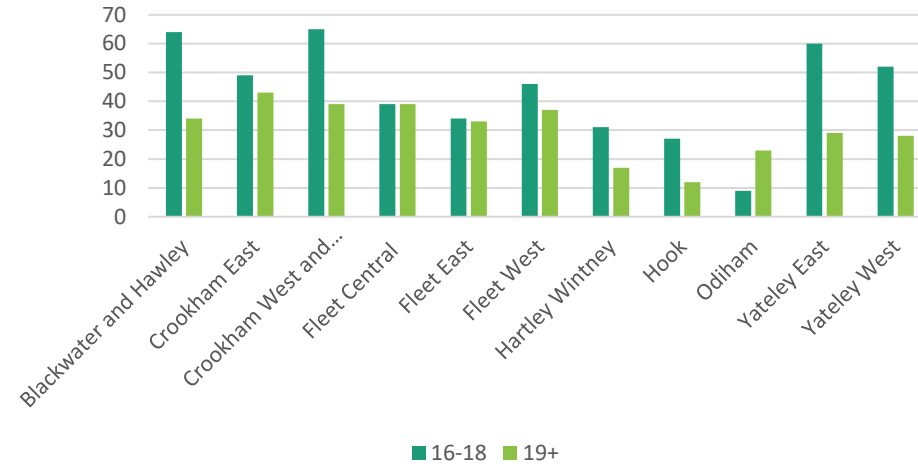
FE White Paper: Skills for Jobs - Lifelong Learning for Opportunity and Growth, January 2021

716 Hart Learners 2021-22

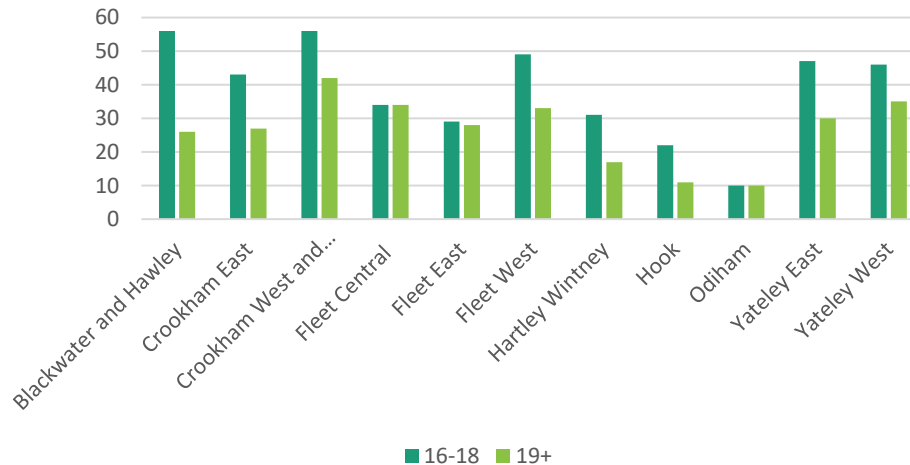
2019-20



2020-21

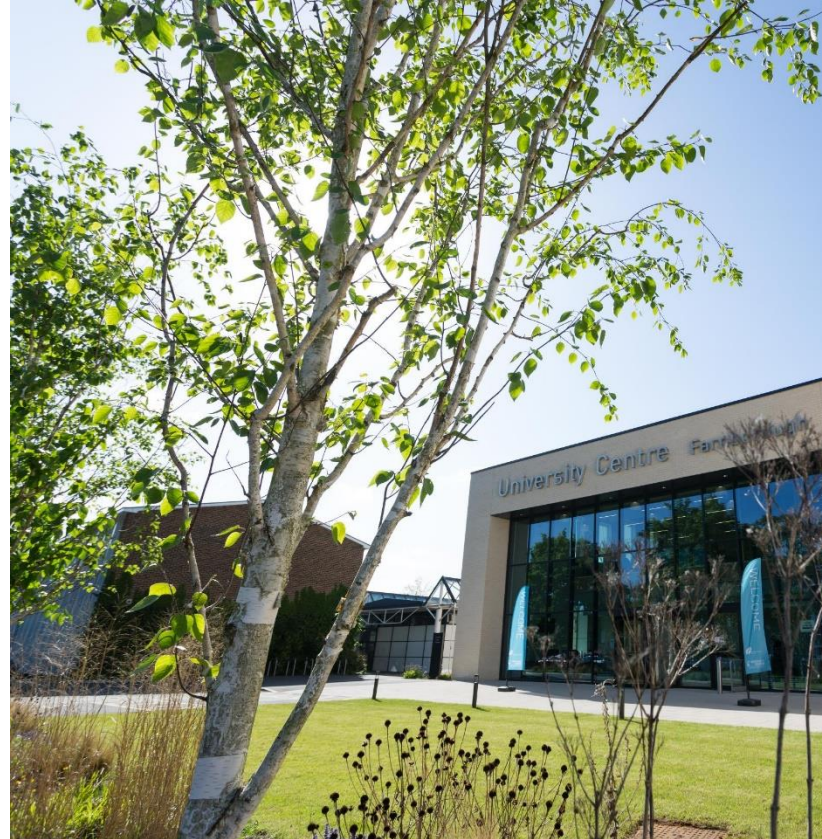


2021-22



16-18
423 in 2021-22

19+
293 in 2021-22



**Serving
Communities in
Hart & Rushmoor**

**3 Campuses Proposed for 2022-32 Strategy
Hart, Rushmoor & Aldershot**

A photograph of a modern university building with a large glass facade. The text 'University Centre Farnborough' is visible on the building's facade. A large tree with green leaves is in the foreground on the left. The sky is clear and blue. A white horizontal bar is overlaid on the bottom half of the image, containing the word 'Discussion' in orange text.

Discussion

Net Cost of Services Impact of setting all Services at zero and justifying all income and expenditure

Cost Centre Name	Community	Corporate	Place	Tech&Env	Grand Total
5 Council Contract - Capita	0	-562,871	0	0	-562,871
Social Inclusion & Partnership	-393,037	0	0	0	-393,037
COVID19	0	-263,562	0	0	-263,562
Commercialisation	0	-256,684	0	0	-256,684
Admin Bldgs - R & M	0	0	-198,621	0	-198,621
Non Distributed Costs	0	-168,454	0	0	-168,454
Community Safety	-121,772	0	0	0	-121,772
Highways Traffic Management	0	0	0	-115,765	-115,765
Building Control - Fee Earning	0	0	-97,721	0	-97,721
Planning Policy	0	0	-96,991	0	-96,991
Environment Promotion Strategy	0	0	0	-59,142	-59,142
Hart Development	0	0	-51,116	0	-51,116
Env Health Commercial	0	0	-50,961	0	-50,961
Business Support Staff	0	0	-48,379	0	-48,379
Neighbourhood Planning	0	0	-45,598	0	-45,598
Leadership Team	0	-42,166	0	0	-42,166
Corporate Communication	0	-40,760	0	0	-40,760
Taxation & Non Specific Grants	0	0	0	-38,000	-38,000
HR Contract	0	-32,280	0	0	-32,280
Grounds Mtn Contract	0	0	0	-27,651	-27,651
Commons excl Odiham	0	0	0	-22,877	-22,877
Private Sector Housing	-22,767	0	0	0	-22,767
Support To Elected Bodies	0	-21,069	0	0	-21,069
IT Contract	0	-19,632	0	0	-19,632
Print Room & Photocopying	0	0	-18,097	0	-18,097
Rechargeable Elections	0	-15,228	0	0	-15,228
Corporate - Apprentices	0	0	-15,000	0	-15,000
Dog Warden	0	0	-12,826	0	-12,826
External Audit	0	-12,000	0	0	-12,000
Clinical and Bulky	0	-10,622	0	0	-10,622
Legal Services	0	-10,423	0	0	-10,423
Elvetham Heath Nature Reserve	0	0	0	-9,941	-9,941
Tree Preservation Orders	0	0	0	-8,733	-8,733
Strategic Housing Services	-8,229	0	0	0	-8,229
Estates/Asset Management	0	0	0	-6,841	-6,841
Odiham Common	0	0	0	-6,620	-6,620
Health & Safety	0	0	-6,093	0	-6,093
Hart Drainage	0	0	0	-3,708	-3,708
Bramshot Farm	0	0	0	-2,395	-2,395
Biodiversity	0	0	0	-2,240	-2,240
Churchyards	0	0	0	-1,995	-1,995
Revenues & Benefits Contract	0	-1,980	0	0	-1,980
Waste Education & Comms	0	-1,377	0	0	-1,377
Environmental Protection	0	0	-1,257	0	-1,257
Internal Audit	0	-1,194	0	0	-1,194
Fleet Pond	0	0	0	-1,075	-1,075
Landscape & Conservation	0	0	0	-719	-719
Digitalisation	0	-669	0	0	-669
Pest Control	0	0	-629	0	-629
Register Of Electors	0	-549	0	0	-549
Hart Election Costs	0	-508	0	0	-508
Civic Function & Chairman	0	-500	0	0	-500
Corporate Performance Team	0	-482	0	0	-482
Climate Change	0	0	0	-457	-457
Out Of Hours Noise Service	0	0	-328	0	-328
Street Furniture	0	0	0	-13	-13
CCTV	0	0	0	-4	-4
Small SANG Sites	0	0	0	555	555
Street Naming & Numbering	0	0	2,791	0	2,791
Emergency Planning	0	0	0	4,293	4,293
Land Repossessions	0	0	0	4,480	4,480
Street Cleaning	0	0	0	6,968	6,968
Edenbrook Country Park	0	0	0	14,049	14,049
Hackney Carriages	0	0	20,330	0	20,330
Local Land Charges	0	0	22,773	0	22,773
ON Street Parking	0	0	0	25,813	25,813
Waste Contract	0	27,500	0	0	27,500
Economic Development	0	0	30,067	0	30,067
Planning Development	0	0	31,339	0	31,339
Licences	0	0	37,282	0	37,282
Housing Needs Service	43,211	0	0	0	43,211
New Settlement	0	102,222	0	0	102,222
Corporate Finance	0	111,158	0	0	111,158
Customer Services Contracts	0	151,879	0	0	151,879
MIRS - Direct Costs	0	0	0	160,000	160,000
OFF Street Parking	0	0	0	249,146	249,146
Housing/Council Tax Benefits	0	361,026	0	0	361,026
Financing & Investment Income	0	0	0	380,750	380,750
Waste Client Team	0	470,567	0	0	470,567
Leisure Centres	0	519,184	0	0	519,184
	-502,594	280,526	-499,035	35,128	502,750
					-183,225

Five year medium term financial strategy

	2022-23 £'000	2023-24 £'000	2024-25 £'000	2025-26 £'000	2026-27 £'000
Cost of Service	12,497	12,433	13,054	13,707	14,392
MRP and Debt	654	654	654	654	654
Grants (NHB)	(1,760)	(1200)	(1200)	(1200)	(1200)
Budget Requirement	11,391	11,887	12,508	13,161	13,846
Reserves Funding(Saings)	(567)	(567)	(567)	(567)	(567)
Savings Tier 1	(335)	(335)	(335)		
Savings Tier 2	(202)	(313)	(467)	(467)	(467)
Council Tax	(7,813)	(7,897)	(8,102)	(8,307)	(8,512)
Business Rates	(1,400)	(1,400)	(1,400)	(1,400)	(1,400)
Commercial Income	(1,074)	(1,102)	(1,102)	(1,146)	(1,146)
Funding	(11,391)	(11,614)	(11,973)	(11,887)	(12,092)
(Surplus) / Deficit	0	273	535	1,274	1,754

Public Document Pack

STAFFING COMMITTEE

Date and Time: Monday 17 January 2022 at 7.00 pm

Place: Council Chamber

Present:

Butler, Crampton, Drage, Farmer (substitute for Kennett), Neighbour, Oliver, Radley, Wildsmith and Worlock

In attendance:

Officers:

Emma Foy	Head of Corporate Services & S151 Officer
Hilary Brearley	Solace in Business
Helen Vincent	Committee Services Officer

1 ELECTION OF VICE CHAIRMAN

The Leader of the Council, Councillor Neighbour announced a change in the order of the agenda to bring forward Item 5, the election of a Vice Chairman as apologies of absence had been received by the current Chairman of the Staffing Committee.

Cllr Radley was elected as the Vice Chairman and chaired the meeting.

2 MINUTES OF PREVIOUS MEETING

The Minutes of the meeting held on 11 February 2021 were confirmed and signed as a correct record.

3 APOLOGIES FOR ABSENCE

Cllr Farmer attended as a substitute for Cllr Kennett.

4 DECLARATIONS OF INTEREST

Emma Foy attended the meeting for Item 7 on the agenda and left before Item 8.

5 CHAIRMAN'S ANNOUNCEMENTS

The Chairman had no announcements.

6 EXCLUSION OF THE PUBLIC

The following item(s) contained exempt information.

DECISION

Members decided that the public interest in maintaining an exemption outweighed the public interest in disclosing the information.

In accordance with Section 100A(4) of the Local Government Act 1972, the public be excluded during the discussion of the matters referred to, on the grounds that they involved the likely disclosure of exempt information, as defined in paragraphs 1 and 2 of Part 1 of Schedule 12A of the Act, and the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

7 REORGANISATION OF CORPORATE SERVICES

Members considered the report which set out proposals for the reorganisation of Corporate Services.

RESOLVED

Staffing Committee endorsed the principles of the reorganisation and new structure as set out in appendix two of the report to enable the Head of Corporate Services to consult with staff on the proposed new structure.

8 SENIOR MANAGEMENT RESTRUCTURE

Members considered the report which set out possible options for the restructuring of the Senior Management Structure to achieve efficiency savings, whilst at the same time retaining a resilient senior management team that has sufficient capacity to deliver longer term Council objectives.

Cllr Wildsmith left at the start of this item at 7.40pm.

DECISION

Staffing Committee noted the content of the report as set out in Appendix A and made recommendations to Cabinet thereon.

The meeting closed at 8.51 pm

Public Document Pack

STAFFING COMMITTEE

Date and Time: Thursday 10 February 2022 at 7.00 pm

Place: Council Chamber

Present:

Ambler (substituted Oliver), Butler, Crompton, Drage, Farmer (substituted Worlock), Kennett (Chairman), Neighbour, Radley and Wildsmith

In attendance:

Officers:

Patricia Hughes Joint Chief Executive
Rebecca Borrett Committee Services Officer

9 MINUTES OF PREVIOUS MEETING

It was decided that Members would discuss the minutes of the previous meeting at the end of the meeting, as the previous minutes remained unpublished due to matters arising.

10 APOLOGIES FOR ABSENCE

Apologies were received from:

Councillor Oliver (substituted by Councillor Ambler)
Councillor Worlock (substituted by Councillor Farmer)

11 DECLARATIONS OF INTEREST

No declarations were made.

12 CHAIRMAN'S ANNOUNCEMENTS

No announcements were made.

13 REVIEW OF CHIEF EXECUTIVES' PERFORMANCE OBJECTIVES AND OBJECTIVE SETTING

Cllr David Neighbour introduced the report.

Members discussed:

- that some areas of the report were statements of fact rather than an assessment of performance, and the balance between brevity and detail
- future objectives, measures and timelines

DECISION

That the performance of the Joint Chief Executives as set out in Appendix 1 be noted and the objectives as set out in Appendix 2 be confirmed for the Joint Chief Executives for the coming year.

14 PAY POLICY STATEMENT FINANCIAL YEAR 2022-23

The report was introduced by the Joint Chief Executive. An additional recommendation (iii) to that published in the agenda was added.

Members discussed:

- the reasoning for the additional recommendation and that it is included in the budget for 2022/23, and how any back pay will be accounted for
- the changes to the policy compared to last year
- staff numbers, current vacancies, market supplements, honoraria, apprenticeships and current recruitment processes
- recent staff changes, shared service changes budgetary implications, and the need for detail on these during the next budget setting process

DECISION

- i) That the Pay Policy 2022/2023, attached as Appendix 1 to the report, be recommended to Council for approval.
- ii) That the staff numbers and vacancies provided in Appendix 2 are noted.
- iii) Recommendation to Council to increase staff salaries by 1.75% from 1st April 2022.

15 EXCLUSION OF THE PUBLIC

The following item(s) contained exempt information.

DECISION

Members decided that the public interest in maintaining an exemption outweighed the public interest in disclosing the information.

In accordance with Section 100A(4) of the Local Government Act 1972, the public be excluded during the discussion of the matters referred to, on the grounds that they involved the likely disclosure of exempt information, as defined in paragraphs 1 and 2 of Part 1 of Schedule 12A of the Act, and the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

16 MINUTES OF THE PREVIOUS MEETING

An amendment to the recommendation to Cabinet in item 8 of the minutes was proposed.

DECISION

The recommendation item 8 of the minutes was agreed.

The meeting closed at 8.07 pm

COUNCIL

DATE OF MEETING: 24 FEBRUARY 2022

TITLE OF REPORT: BUDGET 2022/23

Report of: Head of Corporate Services

Cabinet Member: Councillor James Radley, Deputy Leader and Finance

1 PURPOSE OF REPORT

- 1.1 To provide Council with a summary of Cabinet's revenue and capital budget recommendations for 2022/23 to enable Council to calculate and approve the Council Tax requirement for 2022/23. The report also includes the statutory statement of the Head of Corporate Services (Section 151 Officer) to Council on the robustness of the estimates and adequacy of reserves.

2 RECOMMENDATION FROM CABINET

- 2.1 That the Council Tax Base for 2022/23 be

- (a) for the whole Council area as 41,815.86 [Item T in the formula in Section 31B(1) of the Local Government Finance Act 1992, as amended (the "Act")]; and
- (b) for dwellings in those parts of its area to which a Parish precept relates as in the attached Appendix 1A.

- 2.2 The Council Tax requirement for the Council's own purposes for 2022/23 (excluding Parish precepts) is £7,812,875.28

- 2.3 That the following amounts be calculated for the year 2022/23 in accordance with Sections 31 and 34 to 36 of the Act:

- (a) £45,450,983 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act taking into account all precepts issued to it by Parish Councils.
- (b) £33,943,563 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.
- (c) £11,507,420 being the amount by which the aggregate at 2.3(a) above exceeds the aggregate at 2.3(b) 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 31B(1) of the Act).

- (d) £275.19 being the amount at 2.3(c) above (Item R), all divided by Item T (1(a) above), calculated by the Council, in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year (including Parish precepts).
- (e) £3,694,545 being the aggregate amount of all special items (Parish precepts) referred to in Section 34(1) of the Act (as per Column 2 of Appendix 1A).
- (f) £186.84 being the amount at 2.3(d) above less the result given by dividing the amount at 2.3(e) above by Item T (1(a) above), calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish precept relates.
- (g) The amounts set out in column 6 of Appendix 1A for each part of the Council's area being the amounts given by adding to the amount at 2.3(f) above the amounts of the special items relating to dwellings in those parts of the Council's area mentioned in Appendix 1A divided in each case by the amount at 1(b) above, calculated by the Council in accordance with Section 34 of the Act, as the basic amounts of its Council Tax for the year for dwellings in those parts of its area to which one or more special items relate.
- (h) The amounts set out in columns 1 to 9 of Appendix 1B for each part of the Council's area being the amounts given by multiplying the amounts at 2.3(g) 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.

2.4. That it be noted that for the year 2022/23 Hampshire Country Council's precept figures are subject to approval on the 17th February 2022 and are listed below. If any changes are required as a result of Hampshire County Council approval provision for delegation to change is provided in 2.6 of this report. The Police & Crime Commissioner for Hampshire and the 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 dwellings below:

Valuation Band	Hampshire County Council	HCC Adult Social Care	Police & Crime Commissioner for Hampshire	Hampshire Fire & Rescue
	(£)	(£)	(£)	(£)
A(R)	681.64	91.06	131.37	41.91
A	817.97	109.27	157.64	50.29
B	954.29	127.49	183.91	58.67
C	1,090.62	145.70	210.19	67.05
D	1,226.95	163.91	236.46	75.43
E	1,499.61	200.33	289.01	92.19
F	1,772.26	236.76	341.55	108.95
G	2,044.92	273.18	394.10	125.72
H	2,453.90	327.82	472.92	150.86

- 2.5 That, having calculated the aggregate in each case of the amounts at 2.3(h) and 2.2 above, the Council, in accordance with section 30(2) of the Local Government Finance Act 1992, hereby sets the amounts shown in Appendix 1D as the amounts of Council Tax for the year 2022/23 for each of the categories of dwellings in each of the Parishes.
- 2.6 That for the purposes of section 35 (2) (d) of the Local Government Finance Act 1992, any expenses incurred by the District Council in the financial year 2022/23 in performing functions in a part of the district which elsewhere in the district are performed by a Parish Council, shall not be special expenses of the District Council.
- 2.7 That the Council concluded the £5 increase in Council Tax for Hart District Council for 2022/23 is not excessive in accordance with principles approved under Section 52ZB Local Government Finance Act 1992
- 2.8 That the Head of Corporate Services in consultation with the Cabinet member for Finance be given delegated authority to amend the final council tax calculations in the event of approved changes from the other precepting authorities.
- 2.9 That the fees and charges for 2022/23 as set out in Appendix 2 be approved.
- 2.10 That the budget set out in Paragraph 13 be approved.
- 2.11 That the revised Capital Programme for 2021/22 to 2022/23 as detailed in Appendix 4 be approved.
- 2.12 That the Section 151 officer's statutory report regarding the robustness of the estimates and the adequacy of reserves detailed in paragraph 14 be noted.
- 2.13 That Chief Officer's pay is increased by 1.50% from the 1st April 2021 as agreed by the NJC. Back pay will be calculated separately and paid on the 20th June 2022. This is included within budget.
- 2.14 That staff pay is increased by 1.75% from the 1st April 2021. Back pay will be calculated separately and be paid on the 20th June 2022 as included in budget.

3 BACKGROUND INFORMATION

- 3.1 This is the third year that the Government has provided a short-term (one-year) funding settlement. The following paragraph states key proposals from the financial settlement.

Summary of the Government's Final Financial Settlement 2022/23:

- A freeze in Baseline Funding Levels (BFLs) at 2021-22 levels, to match the freeze in the business rates multiplier.
 - An increase in section 31 grant for the under-indexation of the multiplier, to compensate for the freeze in the business rates multiplier.
 - A bespoke council tax referendum principle of up to 2% or £5, whichever is higher, for shire district councils.
 - A referendum principle of £10 for police authorities.
 - A round of New Homes Bonus payments in 2022-23, which will not attract new legacy payments.
 - A new one-off Services Grant based on 2013/14 Settlement Funding Assessment to compensate for the increase in National Insurance Contributions.
 - Allocation of a Lower Tier Services Grant to top up the Council above the minimum funding floor.
- 3.2 The Government is now consulting on a range of changes for future years which include changes to the Business Rates System. We also expect there to be further information provided on Fairer Funding and the replacement for New Homes Bonus.
- 3.3 The principles of the 2022-23 budget were reported to Cabinet on 3 February 2022 and these remain the most up to date. The Medium -Term Financial Strategy is contained within the Cabinet report.

4 FINAL 2022/23 GOVERNMENT SETTLEMENT FOR HART

- 4.1 The final finance settlement for 2022/23 was published on 7 February 2022. The budget has been based on this settlement as there are no changes to the provisional 2022/23 local government finance settlement that was published on 16 December 2021.

5 COUNCIL TAX

- 5.1 The Government anticipates, as in previous years, that local authorities such as Hart will increase council tax in 2022/23 by a core principle of up to 2% or £5 on a Band D property. Any higher rise will require holding a local referendum. Consequently, the budget proposals included in this report assume a £5 increase in 2022/23. The Government has incorporated the full increase as an assumption in Local Authorities' increase in spending power and this has therefore been used in our precept calculation.

6 NEW HOMES BONUS (NHB)

- 6.1 The Local Government Settlement retains New Homes Bonus for 2022/23 and the value to be received for 2022/23 is £1,604m. The Council relies on funding from New Homes Bonus with approximately 13% of the net revenue budget being funded by New Homes Bonus in 2021/2022. It is expected that New Homes Bonus will be replaced in 2023/24 and the Council awaits consultation from the Department of Levelling Up on this. The future of the funding received from New Homes Bonus remains one of the most significant risks to the Medium-Term financial Strategy.

7 LOWER TIER SETTLEMENT GRANT

- 7.1 The 2021/22 Finance Settlement introduced an un-ringfenced lower tier services grant, which was granted to ensure that no council received a reduction in core spending power. It is based on assessed relative need for lower tier services.
- 7.2 The Financial Settlement proposes that Hart will receive £62K in Lower Tier Settlement Grant in 2022/23. This is a reduction of £122K from 2021/22.

8 ONE OFF SERVICES GRANT

- 8.1 The 2022/23 Finance Settlement introduced a one-off Service Grant to provide funding in recognition of vital services delivered by local government.
- 8.2 The Financial Settlement proposes that Hart will receive £95K in Services Grant. The purpose of the intent of this grant is to assist with the increased National Insurance Contributions required in 2022/23. It is not known if this grant will continue into 2023/24.

9 COUNCIL TAX SUPPORT SCHEME

- 9.1 Since 2013, local authorities in England have been responsible for running their own local schemes for help with council tax - Council Tax Support. Councils can choose to either reduce the discount paid to working age claimants or find income to make up the reduction. In previous years the Council has agreed not to reduce the discount (benefits) paid to such claimants but to fund the cost from the revenue account. The Council is reviewing the parameters of the scheme in 2022/23 for implementation in 2023/24.

10 FEES AND CHARGES

- 10.1 The Budget has been prepared taking account of the following considerations:
- Car Parking – No changes are proposed. Following a significant decrease in income during Covid-19 and a lack of workplace commuting the overall Car parking fee income budget has been reduced by 22% in comparison to pre-Covid levels.
 - The Taxi licensing service is provided by Basingstoke and Deane Council. Basingstoke and Deane Council are proposing an increase in the cost that they

charge us for this service. However, due to delays in providing this information; fees and charges will need to be set outside this process.

- In all other cases, where the Council has flexibility in setting and charges the general intention is to increase them by CPI on a July to July comparison (3.2%) and up to the nearest £, where applicable, unless any individual scheme of delegation allows flexibility to set specific fees and charges, or Statutory charges apply.
- At the point of writing this report we had not yet received confirmation from the County Council of fees and charges relating to the services we operate under the Agency agreement. An update will be provided when these are received.

11 GROWTH AND SAVINGS INCLUDED IN BUDGET

- 11.1 Historically, an incremental approach to the budget build was followed, this year a zero-based budget build has been applied for the first time. A zero-based budget requires that all expenditure is justified. The below table shows the movement in net cost of services as a result of the zero-based budget: highlighting budget corrections, growth items and reductions as a result of reviewing each service line by line.

	£000
Net cost of services 2021/22	10,794
Staff inflation after savings	51
Contract inflation	919
Growth – new initiatives	487
Growth – existing service delivery	448
Insurance	(19)
Savings (zero base budget)	(183)
Net Cost of Services 2022/23	12,497

- 11.2 Existing service delivery growth recognises growth required to deliver the existing services. New initiative growth recognises a change or new initiative for example growth in climate change or a change in method of service delivery in Repairs and Maintenance for the Civic Offices.
- 11.3 Section 14.1 below shows the movement of budgets between 2021/22 and 2022/23.
- 11.4 For information the following areas represent some of the more significant and ongoing cost pressures:
- Contract inflationary charges uplifted to reflect CPI of 5.1% (prevailing at the time of budget setting)
 - 2022/23 staff pay increases (currently unknown)
 - Reduction in income anticipated from fees and charges due to changes in behaviours during Covid-19
 - Power and Fuel cost inflation
- 11.5 In August 2021 a program of savings and refreshed Medium Term Financial Strategy was brought to Members to review. Potential Savings were classified into Tier 1 and Tier 2; the more difficult savings included within Tier 2 due to the speed

of implementation; desirability and risk of implementation. Tier 1 and 2 Savings have been agreed for implementation and the following assumptions have been made on implementation. The value of Tier 1 savings agreed for implementation in 2022/23 is £335,000. Implementation of Tier 2 savings was agreed by Council in November 2021. The value of Tier 2 savings to be realised in 2022/23 is £202,000 and a breakdown is shown in the table below.

Tier 2 Savings - in at 50% achievement rate in most cases for 2022-23 increase in 2023-24	2022-23 £'000
Corporate – Corporate Services Restructure – bring services back from Mendip and restructure	62
Corporate – Review and revise skills and resources at Senior Management Team	52
Corporate – Carry out a review of Member and Staff Allowances	4
Corporate – Outsource of Internal Audit to one provider	15
Place – Review and revise skills and resources and skills required in the future within Place	25
Technical and Environmental – Review and revise skills and resources required within Technical and Environmental Service	17
Place – Review provision of dog warden service	27
TOTAL TIER 2 SAVINGS	202

12 CAPITAL PROGRAMME

12.1 The proposed 2022/23 Capital Programme is attached as Appendix 4.

13 BUDGET 2022/23

13.1 The table below summarises the budget for 2022/23 compared to the approved 2021/22 original budget. The 2021/22 budget is what was set in February 2021.

	2021/2022	2022/2023	
	Budget	Draft	
	£000	£000	
Net Service Budget	10,536	11,930	
SANG Expenditure	258	567	Funded from allocated S106 receipts
Cost of Service	10,794	12,497	
Debt Interest	12	12	
MRP (Minimum Revenue Provision)	406	642	
New Homes Bonus	-1,847	-1,604	Local Government Settlement
Lower Tier Services Grant	-200	-62	Local Government Settlement
Services Grant	0	-95	Local Government Settlement
Pressures	610	0	Change Programme Variables
Net Expenditure	9,776	11,390	
Financed by:			
Council Tax	-7,487	-7,813	Local Government Settlement
Business Rates Retained	-1,400	-1,400	Local Government Settlement
S106 receipts	-53	0	Allocation as per approved expenditure
SANG receipts	-639	-567	Allocation as per approved expenditure
Tier 1 Savings	0	-335	
Tier 2 Savings	0	-202	
Commercial Income	-196	-1,073	
Total Financing	-9,395	-11,390	
Funding from General Fund	381	0	Balanced Budget

13.2 The major revenue funding risks and decisions looking beyond 2022/23 to be considered to ensure financial sustainability:

Funding Risks

- Spending Review 2022 – may reduce the totality of local government funding
- Fair Funding Review – risk of losing further central government funding as it is distributed elsewhere
- Loss if New Homes Bonus
- Changes to business rates retention and revaluation of properties
- Uncertainty over future Planning Fee income (this will inevitably fluctuate as driven by demand)
- Risks of voids in Commercial Property

13.3 Major changes in spending in service areas have been provided at Appendix 3

14 ROBUSTNESS OF ESTIMATES AND ADEQUACY OF RESERVES

14.1 Section 25 of the Local Government Act 2003 requires the Chief Financial Officer to report on the robustness of the estimates and the adequacy of proposed financial reserves.

14.2 The budget has been constructed following a detailed and robust process involving budget holders, finance staff, the leadership team and Members. Account has been taken of identified financial issues and pressures and realistic budget assumptions have been made and key risks identified. Service changes and savings options have been considered by Heads of Service and Members through the service review process.

14.3 Budget risks are managed throughout the year by a comprehensive budget monitoring process, which acts as an early warning of budget issues allowing corrective action to be taken, and via the general fund reserve.

14.4 The Council has limited reserves available to it. The General Fund balance stood at £6.9m at 31st March 2021.

14.5 The S151 Officer considers that the projected General Fund balance is sufficient to manage the 2022/23 budget risks. While the use of the General Fund balance is for financing unplanned one-off costs and does not underwrite on-going expenditure, the level of the General Fund balance does provide a buffer against the uncertainty of future central government funding.

14.6 In June 2021, the Section 151 Officer recommended to Cabinet a new calculation for the General Fund reserve. The calculation included potential risks to future years budgets such as Income from the Leisure Contract, potential loss in Garden Waste Income and a complete loss in New Homes Bonus. Since June, significant risk on the leisure contract has been mitigated through negotiation and the Council's reliance on New Homes Bonus has reduced from £1.8m to £1.6m. The below table shows an updated calculation of the recommended minimum general fund balance.

	2022-23 £'000
10% of Net expenditure	1,139
Garden waste income	900
New Homes Bonus	1,604
Leisure contract	500
Total Required	4,143
Actual General Fund Balance	6,900
Balance held in excess of minimum recommended balance	2,757

15 STAFF PAY

15.1 All Staff excluding Chief Officers (2021-22)

Staff pay is set by negotiation between the National Employers and Union representatives (NJC). At this point there has been no agreement has been reached with a final offer from employers of 1.75%. From the 1st April 2022 there will be a temporary 1.25% increase in Class 1 primary employee contributions which combined with higher inflation rates will lead to employees being worse off. It is therefore recommended that an interim increase in employee pay takes place. This report therefore seeks to increase staff gross pay by 1.75% from the 1st April 2022. The issue of back pay will be resolved once the negotiations have been concluded.

15.2 Chief Officers (2021-22)

The Joint Chief Executive have differing contracts to all other staff at the authority. This is standard in Local Authorities. These roles are known as Chief Officer roles. Increases in Chief Officer pay are subject to a separate negotiation process than for all other Officers. The conclusion of these negotiations has been reached and it has been agreed that Chief Officers will have a 1.5% increase applied to their gross pay. Backdated pay for the 2021-22 period will be paid by the 30th June 2022.

16 COMMENTS OF THE MONITORING OFFICER

- 16.1 This report recommends the adoption of a lawful budget and the level of Council Tax for 2022/23. It also outlines the Council's current and anticipated financial circumstances, including matters relating to capital expenditure and resources.
- 16.2 The setting of the Budget and Council Tax by Members involves their consideration of choices. No genuine or reasonable options should be dismissed out-of-hand and Members must bear in mind their fiduciary duty to the council taxpayers of Hart.
- 16.3 Members must have adequate evidence on which to base their decisions on the level and quality at which services should be provided. Where a service is provided pursuant to a statutory duty, it would not be lawful to fail to discharge it properly or abandon it, and where there is discretion as to how it is to be discharged, that

discretion should be exercised reasonably. Where a service is derived from a statutory power and is discretionary that discretion should be exercised reasonably.

- 16.4 Should Members wish to make additions or reductions to the budget, on which no information is given in the report before Members, they should present sufficient information on the justification for and consequences of their proposals to enable the Council to arrive at a reasonable decision on them.
- 16.5 The report sets out the relevant considerations for Members to consider during their deliberations and members are reminded of the need to ignore irrelevant considerations. Members have a duty to seek to ensure that the Council acts lawfully. They are under an obligation to produce a balanced budget and must not knowingly budget for a deficit. Members must not come to a decision which no reasonable authority could come to; balancing the nature, quality and level of services which they consider should be provided, against the costs of providing such services.
- 16.6 Members are also reminded of Section 106 of the Local Government and Finance Act 1992 which prohibits any Member, who has not paid for at least two months his/her Council Tax when it became due, from voting on setting the Budget and Council Tax.

17. SUPPLEMENTARY NOTES ON APPENDICES

- 17.1 Appendix 5 contains the Draft Budget Book. The draft budget book is divided into a number of key sections:
- Service Summary
 - List of Budget Holders and Cost Centres
 - Detailed Service Summary
 - Budget by Subjective coding. i.e. Employees, Premises, Transport and Supplies and Services
 - Budget by Cost Centre
- 17.2 The Budget Book contains comparator figures for 2021/22 approved by Full Council. Where Directorate responsibility for service delivery has changed this is reflected in the 2022-23 budget book, for example the provision of waste services was in Technical and Environmental, it is now in Corporate Services.
- 17.3 Please note there are no recharges shown for 2022/23 within the budget book. Recharges do not affect the controllable budget.

18. EQUALITIES

- 18.1 There are no identified equalities issues from this report.

19. CLIMATE CHANGE

- 19.1 This budget has allocated £250K to the declared Climate Change Emergency as agreed by Cabinet in April 2021.

CONTACT: Emma Foy, Head of Corporate Services x4207, email:
emma.foy@hart.gov.uk

APPENDICES:

Appendix 1A	Council Tax Band D, Hart and Parishes
Appendix 1B	Council Tax All Bands, Hart and Parishes
Appendix 1C	Council Tax Bands – Parishes for information only
Appendix 1D	Council Tax Bands - All Precepts
Appendix 2	Fees & Charges
Appendix 3	2021/22 Budget – Change Analysis
Appendix 4	2021/22 Capital Programme
Appendix 5	2021/22 Draft Budget Book – To follow

Appendix IA – COUNCIL TAX BAND D TAX, HART AND PARISHES

2022/23		Part of Council's Area			
Tax Base	Precept		District	Parish	Total
	£		£	£	£
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6
PARISHED AREAS					
2,132.19	207,809.00	Blackwater and Hawley	186.84	97.46	284.30
106.57	2,000.00	Bramshill	186.84	18.77	205.61
4,122.12	230,339.00	Church Crookham	186.84	55.88	242.72
858.51	82,352.00	Crandall	186.84	95.92	282.76
1,772.41	139,697.58	Crookham Village	186.84	78.82	265.66
181.81	12,697.00	Dogmersfield	186.84	69.84	256.68
2,048.44	146,878.00	Elvetham Heath	186.84	71.70	258.54
770.98	79,458.00	Eversley	186.84	103.06	289.90
485.46	32,726.00	Ewshot	186.84	67.41	254.25
10,676.06	1,145,840.00	Fleet	186.84	107.33	294.17
130.47	5,831.00	Greywell	186.84	44.69	231.53
2,755.27	251,435.00	Hartley Wintney	186.84	91.26	278.10
246.17	16,000.00	Heckfield	186.84	65.00	251.84
3,915.31	490,000.00	Hook	186.84	125.15	311.99
242.64	18,500.00	Long Sutton	186.84	76.24	263.08
327.06	12,000.00	Mattingley	186.84	36.69	223.53
2,344.11	210,411.50	Odiham	186.84	89.76	276.60
278.31	22,500.00	Rotherwick	186.84	80.85	267.69
306.91	31,938.00	South Warnborough	186.84	104.06	290.90
335.42	31,510.00	Winchfield	186.84	93.94	280.78
7,779.65	524,623.00	Yateley	186.84	67.44	254.28
41,815.86	3,694,545.08	Total	3,923.64	1,641.27	5,564.91
		Average	186.84	78.16	265.00

Appendix IB - COUNCIL TAX ALL BANDS, HART AND PARISHES

PARISH	Precept	Tax Base	Hart	Band AR	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H
	£		£	5/9	6/9	7/9	8/9	9/9	11/9	13/9	15/9	18/9
Blackwater and Hawley	207,809.00	2,132.19	186.84	157.95	189.54	221.12	252.71	284.30	347.48	410.66	473.84	568.61
Bramshill	2,000.00	106.57	186.84	114.23	137.07	159.92	182.76	205.61	251.30	296.99	342.68	411.21
Church Crookham	230,339.00	4,122.12	186.84	134.84	161.81	188.78	215.75	242.72	296.66	350.59	404.53	485.44
Crondall	82,352.00	858.51	186.84	157.09	188.51	219.93	251.35	282.76	345.60	408.44	471.27	565.53
Crookham Village	139,697.58	1,772.41	186.84	147.59	177.11	206.62	236.14	265.66	324.69	383.73	442.76	531.32
Dogmersfield	12,697.00	181.81	186.84	142.60	171.12	199.64	228.16	256.68	313.72	370.76	427.79	513.35
Elvetham Heath	146,878.00	2,048.44	186.84	143.63	172.36	201.09	229.82	258.54	316.00	373.45	430.90	517.09
Eversley	79,458.00	770.98	186.84	161.06	193.27	225.48	257.69	289.90	354.32	418.75	483.17	579.80
Ewshot	32,726.00	485.46	186.84	141.25	169.50	197.75	226.00	254.25	310.75	367.25	423.75	508.50
Fleet	1,145,840.00	10,676.06	186.84	163.43	196.11	228.80	261.48	294.17	359.54	424.91	490.28	588.34
Greywell	5,831.00	130.47	186.84	128.63	154.35	180.08	205.81	231.53	282.98	334.44	385.89	463.06
Hartley Wintney	251,435.00	2,755.27	186.84	154.50	185.40	216.30	247.20	278.10	339.90	401.69	463.49	556.19
Heckfield	16,000.00	246.17	186.84	139.91	167.89	195.87	223.85	251.84	307.80	363.76	419.73	503.67
Hook	490,000.00	3,915.31	186.84	173.33	207.99	242.66	277.32	311.99	381.32	450.65	519.98	623.98
Long Sutton	18,500.00	242.64	186.84	146.16	175.39	204.62	233.85	263.08	321.55	380.01	438.47	526.17
Mattingley	12,000.00	327.06	186.84	124.18	149.02	173.86	198.69	223.53	273.20	322.88	372.55	447.06
Odiham	210,411.50	2,344.11	186.84	153.67	184.40	215.13	245.87	276.60	338.07	399.54	461.00	553.20
Rotherwick	22,500.00	278.31	186.84	148.71	178.46	208.20	237.94	267.69	327.17	386.66	446.14	535.37
South Warnborough	31,938.00	306.91	186.84	161.61	193.94	226.26	258.58	290.90	355.55	420.19	484.84	581.81
Winchfield	31,510.00	335.42	186.84	155.99	187.19	218.39	249.58	280.78	343.18	405.57	467.97	561.56
Yateley	524,623.00	7,779.65	186.84	141.26	169.52	197.77	226.02	254.28	310.78	367.29	423.79	508.55
District Total	3,694,545.08	41,815.86										

COUNCIL TAX BANDS FOR PARISHES

Appendix IC

PARISH	Precept £	Tax Base Ninths	Band AR	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H
			5	6	7	8	9	11	13	15	18
Blackwater and Hawley	207,809.00	2,132.19	54.15	64.98	75.80	86.63	97.46	119.12	140.78	162.44	194.93
Bramshill	2,000.00	106.57	10.43	12.51	14.60	16.68	18.77	22.94	27.11	31.28	37.53
Church Crookham	230,339.00	4,122.12	31.04	37.25	43.46	49.67	55.88	68.30	80.71	93.13	111.76
Crandall	82,352.00	858.51	53.29	63.95	74.61	85.27	95.92	117.24	138.56	159.87	191.85
Crookham Village	139,697.58	1,772.41	43.79	52.55	61.30	70.06	78.82	96.33	113.85	131.36	157.64
Dogmersfield	12,697.00	181.81	38.80	46.56	54.32	62.08	69.84	85.36	100.88	116.39	139.67
Elvetham Heath	146,878.00	2,048.44	39.83	47.80	55.77	63.74	71.70	87.64	103.57	119.50	143.41
Eversley	79,458.00	770.98	57.26	68.71	80.16	91.61	103.06	125.96	148.87	171.77	206.12
Ewshot	32,726.00	485.46	37.45	44.94	52.43	59.92	67.41	82.39	97.37	112.35	134.82
Fleet	1,145,840.00	10,676.06	59.63	71.55	83.48	95.40	107.33	131.18	155.03	178.88	214.66
Greywell	5,831.00	130.47	24.83	29.79	34.76	39.73	44.69	54.62	64.56	74.49	89.38
Hartley Wintney	251,435.00	2,755.27	50.70	60.84	70.98	81.12	91.26	111.54	131.81	152.09	182.51
Heckfield	16,000.00	246.17	36.11	43.33	50.55	57.77	65.00	79.44	93.88	108.33	129.99
Hook	490,000.00	3,915.31	69.53	83.43	97.34	111.24	125.15	152.96	180.77	208.58	250.30
Long Sutton	18,500.00	242.64	42.36	50.83	59.30	67.77	76.24	93.19	110.13	127.07	152.49
Mattingley	12,000.00	327.06	20.38	24.46	28.54	32.61	36.69	44.84	53.00	61.15	73.38
Odiham	210,411.50	2,344.11	49.87	59.84	69.81	79.79	89.76	109.71	129.66	149.60	179.52
Rotherwick	22,500.00	278.31	44.91	53.90	62.88	71.86	80.85	98.81	116.78	134.74	161.69
South Warnborough	31,938.00	306.91	57.81	69.38	80.94	92.50	104.06	127.19	150.31	173.44	208.13
Winchfield	31,510.00	335.42	52.19	62.63	73.07	83.50	93.94	114.82	135.69	156.57	187.88
Yateley	524,623.00	7,779.65	37.46	44.96	52.45	59.94	67.44	82.42	97.41	112.39	134.87
District Total	3,694,545.08	41,815.86	49.08	58.90	68.72	78.54	88.35	107.99	127.62	147.25	176.71

COUNCIL TAX BANDS FOR HART DISTRICT COUNCIL, INCLUSIVE OF ALL PRECEPTS

Appendix ID - I

PARISH	Precept £	Tax Base	Band AR 5/9	Band A 6/9	Band B 7/9	Band C 8/9	Band D 9/9	Band E 11/9	Band F 13/9	Band G 15/9	Band H 18/9
Blackwater and Hawley	207,809.00	2,132.19	54.15	64.98	75.80	86.63	97.46	119.12	140.78	162.44	194.93
Bramshill	2,000.00	106.57	10.43	12.51	14.60	16.68	18.77	22.94	27.11	31.28	37.53
Church Crookham	230,339.00	4,122.12	31.04	37.25	43.46	49.67	55.88	68.30	80.71	93.13	111.76
Crandall	82,352.00	858.51	53.29	63.95	74.61	85.27	95.92	117.24	138.56	159.87	191.85
Crookham Village	139,697.58	1,772.41	43.79	52.55	61.30	70.06	78.82	96.33	113.85	131.36	157.64
Dogmersfield	12,697.00	181.81	38.80	46.56	54.32	62.08	69.84	85.36	100.88	116.39	139.67
Elvetham Heath	146,878.00	2,048.44	39.83	47.80	55.77	63.74	71.70	87.64	103.57	119.50	143.41
Eversley	79,458.00	770.98	57.26	68.71	80.16	91.61	103.06	125.96	148.87	171.77	206.12
Ewshot	32,726.00	485.46	37.45	44.94	52.43	59.92	67.41	82.39	97.37	112.35	134.82
Fleet	1,145,840.00	10,676.06	59.63	71.55	83.48	95.40	107.33	131.18	155.03	178.88	214.66
Greywell	5,831.00	130.47	24.83	29.79	34.76	39.73	44.69	54.62	64.56	74.49	89.38
Hartley Wintney	251,435.00	2,755.27	50.70	60.84	70.98	81.12	91.26	111.54	131.81	152.09	182.51
Heckfield	16,000.00	246.17	36.11	43.33	50.55	57.77	65.00	79.44	93.88	108.33	129.99
Hook	490,000.00	3,915.31	69.53	83.43	97.34	111.24	125.15	152.96	180.77	208.58	250.30
Long Sutton	18,500.00	242.64	42.36	50.83	59.30	67.77	76.24	93.19	110.13	127.07	152.49
Mattingley	12,000.00	327.06	20.38	24.46	28.54	32.61	36.69	44.84	53.00	61.15	73.38
Odiham	210,411.50	2,344.11	49.87	59.84	69.81	79.79	89.76	109.71	129.66	149.60	179.52
Rotherwick	22,500.00	278.31	44.91	53.90	62.88	71.86	80.85	98.81	116.78	134.74	161.69
South Warnborough	31,938.00	306.91	57.81	69.38	80.94	92.50	104.06	127.19	150.31	173.44	208.13
Winchfield	31,510.00	335.42	52.19	62.63	73.07	83.50	93.94	114.82	135.69	156.57	187.88
Yateley	524,623.00	7,779.65	37.46	44.96	52.45	59.94	67.44	82.42	97.41	112.39	134.87
District Total	3,694,545.08	41,815.86	49.08	58.90	68.72	78.54	88.35	107.99	127.62	147.25	176.71
Hart District Council	7,812,876.13	41,815.86	103.80	124.56	145.32	166.08	186.84	228.36	269.88	311.40	373.68
Hampshire County Council	51,305,969.43	41,815.86	681.64	817.97	954.29	1,090.62	1,226.95	1,499.61	1,772.26	2,044.92	2,453.90
Hampshire CC Adult Social Care	6,854,037.61	41,815.86	91.06	109.27	127.49	145.70	163.91	200.33	236.76	273.18	327.82
Hampshire Police Authority	9,887,778.26	41,815.86	131.37	157.64	183.91	210.19	236.46	289.01	341.55	394.10	472.92
Hampshire & IOW Fire and Rescue	3,154,170.32	41,815.86	41.91	50.29	58.67	67.05	75.43	92.19	108.95	125.72	150.86
Total for District excluding Parishes 2022/23 Band D Tax	79,014,831.75		1,049.78	1,259.73	1,469.68	1,679.64	1,889.59	2,309.50	2,729.40	3,149.32	3,779.18

COUNCIL TAX BANDS FOR HART DISTRICT COUNCIL, INCLUSIVE OF ALL PRECEPTS										Appendix ID -2	
PARISH	Precept £	Tax Base	Band AR 5/9	Band A 6/9	Band B 7/9	Band C 8/9	Band D 9/9	Band E 11/9	Band F 13/9	Band G 15/9	Band H 18/9
Blackwater and Hawley	207,809.00	2,132.19	1,103.93	1,324.71	1,545.48	1,766.27	1,987.05	2,428.62	2,870.18	3,311.76	3,974.11
Bramshill	2,000.00	106.57	1,060.21	1,272.24	1,484.28	1,696.32	1,908.36	2,332.44	2,756.51	3,180.60	3,816.71
Church Crookham	230,339.00	4,122.12	1,080.82	1,296.98	1,513.14	1,729.31	1,945.47	2,377.80	2,810.11	3,242.45	3,890.94
Crandall	82,352.00	858.51	1,103.07	1,323.68	1,544.29	1,764.91	1,985.51	2,426.74	2,867.96	3,309.19	3,971.03
Crookham Village	139,697.58	1,772.41	1,093.57	1,312.28	1,530.98	1,749.70	1,968.41	2,405.83	2,843.25	3,280.68	3,936.82
Dogmersfield	12,697.00	181.81	1,088.58	1,306.29	1,524.00	1,741.72	1,959.43	2,394.86	2,830.28	3,265.71	3,918.85
Elvetham Heath	146,878.00	2,048.44	1,089.61	1,307.53	1,525.45	1,743.38	1,961.29	2,397.14	2,832.97	3,268.82	3,922.59
Eversley	79,458.00	770.98	1,107.04	1,328.44	1,549.84	1,771.25	1,992.65	2,435.46	2,878.27	3,321.09	3,985.30
Ewshot	32,726.00	485.46	1,087.23	1,304.67	1,522.11	1,739.56	1,957.00	2,391.89	2,826.77	3,261.67	3,914.00
Fleet	1,145,840.00	10,676.06	1,109.41	1,331.28	1,553.16	1,775.04	1,996.92	2,440.68	2,884.43	3,328.20	3,993.84
Greywell	5,831.00	130.47	1,074.61	1,289.52	1,504.44	1,719.37	1,934.28	2,364.12	2,793.96	3,223.81	3,868.56
Hartley Wintney	251,435.00	2,755.27	1,100.48	1,320.57	1,540.66	1,760.76	1,980.85	2,421.04	2,861.21	3,301.41	3,961.69
Heckfield	16,000.00	246.17	1,085.89	1,303.06	1,520.23	1,737.41	1,954.59	2,388.94	2,823.28	3,257.65	3,909.17
Hook	490,000.00	3,915.31	1,119.31	1,343.16	1,567.02	1,790.88	2,014.74	2,462.46	2,910.17	3,357.90	4,029.48
Long Sutton	18,500.00	242.64	1,092.14	1,310.56	1,528.98	1,747.41	1,965.83	2,402.69	2,839.53	3,276.39	3,931.67
Mattingley	12,000.00	327.06	1,070.16	1,284.19	1,498.22	1,712.25	1,926.28	2,354.34	2,782.40	3,210.47	3,852.56
Odiham	210,411.50	2,344.11	1,099.65	1,319.57	1,539.49	1,759.43	1,979.35	2,419.21	2,859.06	3,298.92	3,958.70
Rotherwick	22,500.00	278.31	1,094.69	1,313.63	1,532.56	1,751.50	1,970.44	2,408.31	2,846.18	3,284.06	3,940.87
South Warnborough	31,938.00	306.91	1,107.59	1,329.11	1,550.62	1,772.14	1,993.65	2,436.69	2,879.71	3,322.76	3,987.31
Winchfield	31,510.00	335.42	1,101.97	1,322.36	1,542.75	1,763.14	1,983.53	2,424.32	2,865.09	3,305.89	3,967.06
Yateley	524,623.00	7,779.65	1,087.24	1,304.69	1,522.13	1,739.58	1,957.03	2,391.92	2,826.81	3,261.71	3,914.05
District Total	3,694,545.08	41,815.86									
Hart District Council	7,812,876.13	41,815.86	103.80	124.56	145.32	166.08	186.84	228.36	269.88	311.40	373.68
Hampshire County Council	51,305,969.43	41,815.86	681.64	817.97	954.29	1,090.62	1,226.95	1,499.61	1,772.26	2,044.92	2,453.90
Hampshire CC Adult Social Care	6,854,037.61	41,815.86	91.06	109.27	127.49	145.70	163.91	200.33	236.76	273.18	327.82
Hampshire Police Authority	9,887,778.26	41,815.86	131.37	157.64	183.91	210.19	236.46	289.01	341.55	394.10	472.92
Hampshire Fire and Rescue	3,154,170.32	41,815.86	41.91	50.29	58.67	67.05	75.43	92.19	108.95	125.72	150.86

Appendix 2

Fees & Charges 2022/23

Animal Welfare Licence Fees

2021/2022		2022/2023	
Charge excl VAT	Gross Charge	Charge excl VAT	Gross Charge

Small Businesses				
Boarding of animals; cats, dogs, home boarding and day care (under 20 licenced animals) - Application fee and granting the licence	£250.00	£250.00	£260.00	£260.00
Boarding of animals; cats, dogs, home boarding and day care (under 20 licenced animals) - Additional Costs	£0.00	£0.00	£0.00	£0.00
Boarding of animals; cats, dogs, home boarding and day care (under 20 licenced animals) - Licence Variation and extra additional activity	£125.00	£125.00	£130.00	£130.00
Boarding of animals; cats, dogs, home boarding and day care (under 20 licenced animals) - Licence Variation only	£125.00	£125.00	£130.00	£130.00
Hiring of Horses for riding of instruction (under 20 horses) - Application fee and granting the licence	£275.00 plus Veterinary costs per inspection	£275.00 plus Veterinary costs per inspection	£286.00 plus Veterinary costs per inspection	£286.00 plus Veterinary costs per inspection
Hiring of Horses for riding of instruction (under 20 horses) - Additional Costs	£25.00	£25.00	£27.00	£27.00
Hiring of Horses for riding of instruction (under 20 horses) - Licence Variation and extra additional activity	£125.00	£125.00	£130.00	£130.00
Hiring of Horses for riding of instruction (under 20 horses) - Licence Variation only	£125.00	£125.00	£130.00	£130.00
Breeding of dogs (up to 3 licenced dogs) - Application fee and granting the licence	£275.00 plus Veterinary costs per inspection	£275.00 plus Veterinary costs per inspection	£286.00 plus Veterinary costs per inspection	£286.00 plus Veterinary costs per inspection
Breeding of dogs (up to 3 licenced dogs) - Additional Costs	£25.00	£25.00	£27.00	£27.00
Breeding of dogs (up to 3 licenced dogs) - Licence Variation and extra additional activity	£125.00	£125.00	£130.00	£130.00
Breeding of dogs (up to 3 licenced dogs) - Licence Variation only	£125.00	£125.00	£130.00	£130.00

Animal Welfare Licence Fees Continued

2021/2022		2022/2023	
Charge excl VAT	Gross Charge	Charge excl VAT	Gross Charge

Large Businesses				
Boarding of animals; cats, dogs, home boarding, day care and Commercial Pet Shops (over 20 licensed animals) - Application fee and granting the licence	£350.00	£350.00	£363.00	£363.00
Boarding of animals; cats, dogs, home boarding, day care and Commercial Pet Shops (over 20 licensed animals) - Additional Costs	£0.00	£0.00	£0.00	£0.00
Boarding of animals; cats, dogs, home boarding, day care and Commercial Pet Shops (over 20 licensed animals) - Licence Variation and extra additional activity	£125.00	£125.00	£130.00	£130.00
Boarding of animals; cats, dogs, home boarding, day care and Commercial Pet Shops (over 20 licensed animals) - Licence Variation only	£125.00	£125.00	£130.00	£130.00
Hiring of Horses for riding of instruction (over 20 horses) - Application fee and granting the licence	£375.00 plus Veterinary costs per inspection	£375.00 plus Veterinary costs per inspection	£389.00 plus Veterinary costs per inspection	£389.00 plus Veterinary costs per inspection
Hiring of Horses for riding of instruction (over 20 horses) - Additional Costs	£25.00	£25.00	£27.00	£27.00
Hiring of Horses for riding of instruction (over 20 horses) - Licence Variation and extra additional activity	£125.00	£125.00	£130.00	£130.00
Hiring of Horses for riding of instruction (over 20 horses) - Licence Variation only	£125.00	£125.00	£130.00	£130.00
Breeding of dogs (over 3 licenced dogs) - Application fee and granting the licence	£375.00 plus Veterinary costs per inspection	£375.00 plus Veterinary costs per inspection	£389.00 plus Veterinary costs per inspection	£389.00 plus Veterinary costs per inspection
Breeding of dogs (over 3 licenced dogs) - Additional Costs	£25.00	£25.00	£27.00	£27.00
Breeding of dogs (over 3 licenced dogs) - Licence Variation and extra additional activity	£125.00	£125.00	£130.00	£130.00
Breeding of dogs (over 3 licenced dogs) - Licence Variation only	£125.00	£125.00	£130.00	£130.00
Keeping or training animals for exhibition (3 year licence) - Application fee and granting the licence	£350.00	£350.00	£363.00	£363.00
Keeping or training animals for exhibition (3 year licence) - Additional Costs	£0.00	£0.00	£0.00	£0.00
Keeping or training animals for exhibition (3 year licence) - Licence Variation and extra additional activity	£125.00	£125.00	£130.00	£130.00
Keeping or training animals for exhibition (3 year licence) - Licence Variation only	£125.00	£125.00	£130.00	£130.00

Animal Welfare Licence Fees Continued	2021/2022		2022/2023	
	Charge excl VAT	Gross Charge	Charge excl VAT	Gross Charge

Large Businesses				
Dangerous Wild Animals - Application fee and granting the licence	£375.00 plus Veterinary costs per inspection	£375.00 plus Veterinary costs per inspection	£389.00 plus Veterinary costs per inspection	£389.00 plus Veterinary costs per inspection
Dangerous Wild Animals - Additional Costs	£25.00	£25.00	£27.00	£27.00
Dangerous Wild Animals - Licence Variation and extra additional activity	£125.00	£125.00	£130.00	£130.00
Dangerous Wild Animals - Licence Variation only	£125.00	£125.00	£130.00	£130.00

Fees & Charges 2022/2023

2021/2022		2022/2023	
Charge excl VAT	Gross Charge	Charge excl VAT	Gross Charge

Building Control Fees

Re-Opening Closed Files				
Re-Opening Closed Files	£70.83	£85.00	£70.83	£85.00
Copies Of Approvals And Completion Certificates	£20.83	£25.00	£29.17	£35.00

Standard charges for the creation or conversion to new housing				
Full Plans Notice - Plan Charge No. of Dwellings - 1	£291.67	£350.00	£291.67	£350.00
Full Plans Notice - Plan Charge No. of Dwellings - 2	£366.67	£440.00	£366.67	£440.00
Full Plans Notice - Plan Charge No. of Dwellings - 3	£450.00	£540.00	£450.00	£540.00
Full Plans Notice - Plan Charge No. of Dwellings – 4+	Ring for quote	Ring for quote	Ring for quote	Ring for quote
Full Plans Notice - Inspection Charge No. of Dwellings - 1	£516.67	£620.00	£625.00	£750.00
Full Plans Notice - Inspection Charge No. of Dwellings - 2	£700.00	£840.00	£750.00	£900.00
Full Plans Notice - Inspection Charge No. of Dwellings - 3	£875.00	£1,050.00	£875.00	£1,050.00
Full Plans Notice - Inspection Charge No. of Dwellings – 4+	Ring for quote	Ring for quote	Ring for quote	Ring for quote
Building Notice No. of Dwellings - 1	£958.33	£1,150.00	£1,000.00	£1,200.00
Building Notice No. of Dwellings - 2	£1,125.00	£1,350.00	£1,183.33	£1,420.00
Building Notice No. of Dwellings - 3	£1,375.00	£1,650.00	£1,375.00	£1,650.00
Building Notice No. of Dwellings – 4+	Ring for quote	Ring for quote	Ring for quote	Ring for quote
Regularisation No. of Dwellings - 1	£1,150.00	£1,150.00	£1,250.00	£1,250.00
Regularisation No. of Dwellings - 2	£1,350.00	£1,350.00	£1,420.00	£1,420.00
Regularisation No. of Dwellings - 3	£1,650.00	£1,650.00	£1,730.00	£1,730.00
Regularisation No. of Dwellings – 4+	Ring for quote	Ring for quote	Ring for quote	Ring for quote

Domestic extensions to a single building				
Single storey extension floor area not exceeding 10m ² Full plan notices - plan charge	£208.33	£250.00	£208.33	£250.00
Single storey extension floor area not exceeding 10m ² Full plan notices - inspection charge	£300.00	£360.00	£300.00	£360.00
Single storey extension floor area not exceeding 10m ² Building Notice	£508.33	£610.00	£508.33	£610.00
Single storey extension floor area not exceeding 10m ² Regularisation	£680.00	£680.00	£780.00	£780.00

Building Control Fees Continued

2021/2022		2022/2023	
Charge excl VAT	Gross Charge	Charge excl VAT	Gross Charge

Domestic extensions to a single building				
Single storey extension floor area exceeding 10m ² , but not exceeding 40 m ² Full plan notices - plan charge	£208.33	£250.00	£208.33	£250.00
Single storey extension floor area exceeding 10m ² , but not exceeding 40 m ² Full plan notices - inspection charge	£383.33	£460.00	£395.83	£475.00
Single storey extension floor area exceeding 10m ² , but not exceeding 40 m ² Building Notice	£675.00	£810.00	£687.50	£825.00
Single storey extension floor area exceeding 10m ² , but not exceeding 40 m ² Regularisation	£925.00	£925.00	£1,050.00	£1,050.00
Single storey extension floor area exceeding 40m ² , but not exceeding 100 m ² Full plan notices - plan charge	£208.33	£250.00	£208.33	£250.00
Single storey extension floor area exceeding 40m ² , but not exceeding 100 m ² Full plan notice - inspection charge	£533.33	£640.00	£562.50	£675.00
Single storey extension floor area exceeding 40m ² , but not exceeding 100 m ² Building Notice	£829.17	£995.00	£875.00	£1,050.00
Single storey extension floor area exceeding 40m ² , but not exceeding 100 m ² Regularisation	£1,150.00	£1,150.00	£1,250.00	£1,250.00
Two storey extension floor area not exceeding 40m ² Full plan notices - plan charge	£208.33	£250.00	£208.33	£250.00
Two storey extension floor area not exceeding 40m ² Full plan notices - inspection charge	£475.00	£570.00	£491.67	£590.00
Two storey extension floor area not exceeding 40m ² Building Notice	£766.67	£920.00	£791.67	£950.00
Two storey extension floor area not exceeding 40m ² Regularisation	£1,100.00	£1,100.00	£1,200.00	£1,200.00
Two storey extension to a dwelling house exceeding 40m ² , but not exceeding 200 m ² Full plan notices - plan charge	£208.33	£250.00	£208.33	£250.00
Two storey extension to a dwelling house exceeding 40m ² , but not exceeding 200 m ² Full plan notices - inspection charge	£708.33	£850.00	£766.67	£920.00
Two storey extension to a dwelling house exceeding 40m ² , but not exceeding 200 m ² Building Notice	£1,083.33	£1,300.00	£1,083.33	£1,300.00
Two storey extension to a dwelling house exceeding 40m ² , but not exceeding 200 m ² Regularisation	£1,300.00	£1,300.00	£1,400.00	£1,400.00
Loft conversion that does not include the construction of a dormer Full plan notices - plan charge *Maximum size 60m ² *	£208.33	£250.00	£208.33	£250.00

Building Control Fees Continued

2021/2022		2022/2023	
Charge excl VAT	Gross Charge	Charge excl VAT	Gross Charge

Domestic extensions to a single building				
Loft conversion that does not include the construction of a dormer Full plan notices - inspection charge *Maximum size 60m ² *	£333.33	£400.00	£333.33	£400.00
Loft conversion that does not include the construction of a dormer Building Notice *Maximum size 60m ² *	£625.00	£750.00	£625.00	£750.00
Loft conversion that does not include the construction of a dormer Regularisation *Maximum size 60m ² *	£825.00	£825.00	£825.00	£825.00
Loft conversion that includes the construction of a dormer Full plan notices - plan charge *Maximum size 60m ² *	£208.33	£250.00	£208.33	£250.00
Loft conversion that includes the construction of a dormer Full plan notices - inspection charge *Maximum size 60m ² *	£395.83	£475.00	£433.33	£520.00
Loft conversion that includes the construction of a dormer Building Notice *Maximum size 60m ² *	£683.33	£820.00	£729.17	£875.00
Loft conversion that includes the construction of a dormer Regularisation *Maximum size 60m ² *	£920.00	£920.00	£1,100.00	£1,100.00
Erection or extension of a non-exempt attached or detached domestic garage or carport up to 100m ² Full plan notices - plan charge	£208.33	£250.00	£208.33	£250.00
Erection or extension of a non-exempt attached or detached domestic garage or carport up to 100m ² Full plan notices - inspection charge	£300.00	£360.00	£300.00	£360.00
Erection or extension of a non-exempt attached or detached domestic garage or carport up to 100m ² Building Notice	£508.33	£610.00	£508.33	£610.00
Erection or extension of a non-exempt attached or detached domestic garage or carport up to 100m ² Regularisation	£700.00	£700.00	£700.00	£700.00
Conversion of a garage to a dwelling to a habitable room(s) Full plan notices - plan charge	£208.33	£250.00	£208.33	£250.00
Conversion of a garage to a dwelling to a habitable room(s) Full plan notices - inspection charge	£208.33	£250.00	£208.33	£250.00
Conversion of a garage to a dwelling to a habitable room(s) Building Notice	£416.67	£500.00	£416.67	£500.00
Conversion of a garage to a dwelling to a habitable room(s) Regularisation	£600.00	£600.00	£720.00	£720.00

Building Control Fees Continued

2021/2022		2022/2023	
Charge excl VAT	Gross Charge	Charge excl VAT	Gross Charge

Domestic Alterations to a Single Building			
Underpinning, less than £25,000 - Fixed price Full plan notices - plan charge	Individually determined fees		
Underpinning, less than £25,000 - Fixed price Full plan notices - inspection charge			
Underpinning, less than £25,000 - Fixed price Building Notice			
Underpinning, less than £25,000 - Fixed price Regularisation			
Renovation of a thermal element to a single dwelling, less than £25,000 - Fixed price Full plan notices - plan charge			
Renovation of a thermal element to a single dwelling, less than £25,000 - Fixed price Full plan notices - inspection charge			
Renovation of a thermal element to a single dwelling, less than £25,000 - Fixed price Building Notice			
Renovation of a thermal element to a single dwelling, less than £25,000 - Fixed price Regularisation			
Internal alterations, installation of fittings (not electrical) and/or, structural alterations (If ancillary to the building of an extension no additional charge) - Estimated cost less than £1,000 Full plan notices - plan charge	£183.33	£220.00	New charge shown on next page for costs between £0-£5,000
Internal alterations, installation of fittings (not electrical) and/or, structural alterations (If ancillary to the building of an extension no additional charge) - Estimated cost less than £1,000 Full plan notices - inspection charge	£0.00	£0.00	
Internal alterations, installation of fittings (not electrical) and/or, structural alterations (If ancillary to the building of an extension no additional charge) - Estimated cost less than £1,000 Building Notice	£183.33	£220.00	
Internal alterations, installation of fittings (not electrical) and/or, structural alterations (If ancillary to the building of an extension no additional charge) - Estimated cost less than £1,000 Regularisation	£275.00	£275.00	
Internal alterations, installation of fittings (not electrical) and/or, structural alterations (If ancillary to the building of an extension no additional charge) - £1,001-£5,000 Full plan notices - plan charge	£208.33	£250.00	
Internal alterations, installation of fittings (not electrical) and/or, structural alterations (If ancillary to the building of an extension no additional charge) - £1,001-£5,000 Building Notice	£183.33	£220.00	

Building Control Fees Continued

2021/2022		2022/2023	
Charge excl VAT	Gross Charge	Charge excl VAT	Gross Charge

Domestic Alterations to a Single Building				
Internal alterations, installation of fittings (not electrical) and/or, structural alterations (If ancillary to the building of an extension no additional charge) - £1,001-£5,000 Full plan notices - inspection charge	£0.00	£0.00	New charge shown below for costs between £0-£5,000	
Internal alterations, installation of fittings (not electrical) and/or, structural alterations (If ancillary to the building of an extension no additional charge) - £1,001-£5,000 Building Notice	£208.33	£250.00		
Internal alterations, installation of fittings (not electrical) and/or, structural alterations (If ancillary to the building of an extension no additional charge) - £1,001-£5,000 Regularisation	£320.00	£320.00		
Internal alterations, installation of fittings (not electrical) and/or, structural alterations (If ancillary to the building of an extension no additional charge) - £0-£5,000 Full plan notices - plan charge			£208.33	£250.00
Internal alterations, installation of fittings (not electrical) and/or, structural alterations (If ancillary to the building of an extension no additional charge) - £0-£5,000 Full plan notices - inspection charge			£0.00	£0.00
Internal alterations, installation of fittings (not electrical) and/or, structural alterations (If ancillary to the building of an extension no additional charge) - £0-£5,000 Building Notice			£229.17	£275.00
Internal alterations, installation of fittings (not electrical) and/or, structural alterations (If ancillary to the building of an extension no additional charge) - £0-£5,000 Regularisation			£350.00	£350.00
Internal alterations, installation of fittings (not electrical) and/or, structural alterations (If ancillary to the building of an extension no additional charge) - £5,001 - £25,000 Full plan notices - plan charge	£208.33	£250.00	£208.33	£250.00
Internal alterations, installation of fittings (not electrical) and/or, structural alterations (If ancillary to the building of an extension no additional charge) - £5,001 - £25,000 Full plan notices - inspection charge	£166.67	£200.00	£191.67	£230.00

Building Control Fees Continued

2021/2022		2022/2023	
Charge excl VAT	Gross Charge	Charge excl VAT	Gross Charge

Domestic Alterations to a Single Building				
Internal alterations, installation of fittings (not electrical) and/or, structural alterations (If ancillary to the building of an extension no additional charge) - £5,001 - £25,000 Building Notice	£375.00	£450.00	£416.67	£500.00
Internal alterations, installation of fittings (not electrical) and/or, structural alterations (If ancillary to the building of an extension no additional charge) - £5,001 - £25,000 Regularisation	£500.00	£500.00	£550.00	£550.00
Internal alterations, installation of fittings (not electrical) and/or, structural alterations (If ancillary to the building of an extension no additional charge) - £25,001 - £50,000 Full plan notices - plan charge	£208.33	£250.00	£208.33	£250.00
Internal alterations, installation of fittings (not electrical) and/or, structural alterations (If ancillary to the building of an extension no additional charge) - £25,001 - £50,000 Full plan notices - inspection charge	£250.00	£300.00	£275.00	£330.00
Internal alterations, installation of fittings (not electrical) and/or, structural alterations (If ancillary to the building of an extension no additional charge) - £25,001 - £50,000 Building Notice	£458.33	£550.00	£541.67	£650.00
Internal alterations, installation of fittings (not electrical) and/or, structural alterations (If ancillary to the building of an extension no additional charge) - £25,001 - £50,000 Regularisation	£600.00	£600.00	£675.00	£675.00
Internal alterations, installation of fittings (not electrical) and/or, structural alterations (If ancillary to the building of an extension no additional charge) - £50,001 - £75,000 Full plan notices - plan charge	£208.33	£250.00	£208.33	£250.00
Internal alterations, installation of fittings (not electrical) and/or, structural alterations (If ancillary to the building of an extension no additional charge) - £50,001 - £75,000 Full plan notices - inspection charge	£375.00	£450.00	£375.00	£450.00
Internal alterations, installation of fittings (not electrical) and/or, structural alterations (If ancillary to the building of an extension no additional charge) - £50,001 - £75,000 Building Notice	£583.33	£700.00	£612.50	£735.00

Building Control Fees Continued

2021/2022		2022/2023	
Charge excl VAT	Gross Charge	Charge excl VAT	Gross Charge

Domestic Alterations to a Single Building				
Internal alterations, installation of fittings (not electrical) and/or, structural alterations (If ancillary to the building of an extension no additional charge) - £50,001 - £75,000 Regularisation	£750.00	£750.00	£775.00	£775.00
Window Replacement - Up to 4 Full plan notices - plan charge	£125.00	£150.00	£125.00	£150.00
Window Replacement - Up to 4 Full plan notices - inspection charge	£0.00	£0.00	£0.00	£0.00
Window Replacement - Up to 4 Building Notice	£125.00	£150.00	£145.83	£175.00
Window Replacement - Up to 4 Regularisation	£230.00	£230.00	£230.00	£230.00
Window Replacement - 5 to 20 Full plan notices - plan charge	£208.33	£250.00	£208.33	£250.00
Window Replacement - 5 to 20 Full plan notices - inspection charge	£0.00	£0.00	£0.00	£0.00
Window Replacement - 5 to 20 Building Notice	£208.33	£250.00	£208.33	£250.00
Window Replacement - 5 to 20 Regularisation	£330.00	£330.00	£330.00	£330.00
Electrical work - Any (other than rewire) Full plan notices - plan charge	£375.00	£450.00	£375.00	£450.00
Electrical work - Any (other than rewire) Full plan notices - inspection charge	£0.00	£0.00	£0.00	£0.00
Electrical work - Any (other than rewire) Building Notice	£375.00	£450.00	£375.00	£450.00
Electrical work - Any (other than rewire) Regularisation	£490.00	£490.00	£490.00	£490.00
Electrical work - Rewire or new dwelling Full plan notices - plan charge	£458.33	£550.00	£458.33	£550.00
Electrical work - Rewire or new dwelling Full plan notices - inspection charge	£0.00	£0.00	£0.00	£0.00
Electrical work - Rewire or new dwelling Building Notice	£458.33	£550.00	£458.33	£550.00
Electrical work - Rewire or new dwelling Regularisation	£600.00	£600.00	£600.00	£600.00

Other, Non domestic work - extensions and new build	
Floor area not exceeding 10m ² Full plan notices - plan charge	Individually determined fees
Floor area not exceeding 10m ² Full plan notices - inspection charge	
Floor area not exceeding 10m ² Regularisation	
Floor area exceeding 10m ² , but not exceeding 40 m ² Full plan notices - plan charge	
Floor area exceeding 10m ² , but not exceeding 40 m ² Full plan notices - inspection charge	

Building Control Fees Continued

2021/2022		2022/2023	
Charge excl VAT	Gross Charge	Charge excl VAT	Gross Charge

Other, Non domestic work - extensions and new build	
Floor area exceeding 10m ² , but not exceeding 40 m ² Regularisation	Individually determined fees
Floor area exceeding 40m ² , but not exceeding 100 m ² Full plan notices - plan charge	
Floor area exceeding 40m ² , but not exceeding 100 m ² Full plan notices - inspection charge	
Floor area exceeding 40m ² , but not exceeding 100 m ² Regularisation	

All other non domestic work - Alterations	
Underpinning - Estimated cost less than £50,000 Full plan notices - plan charge	Individually determined fees
Underpinning - Estimated cost less than £50,000 Full plan notices - inspection charge	
Underpinning - Estimated cost less than £50,000 Regularisation	
Window Replacement including shop fronts (non-competent persons scheme) - Per installation up to 4 Full plan notices - plan charge	
Window Replacement including shop fronts (non-competent persons scheme) - Per installation up to 4 Full plan notices - inspection charge	
Window Replacement including shop fronts (non-competent persons scheme) - Per installation up to 4 Regularisation	
Window Replacement including shop fronts (non-competent persons scheme) - Per installation over 4 up to 20 windows Full plan notices - plan charge	
Window Replacement including shop fronts (non-competent persons scheme) - Per installation over 4 up to 20 windows Full plan notices - inspection charge	
Window Replacement including shop fronts (non-competent persons scheme) - Per installation over 4 up to 20 windows Regularisation	
Renovation of a thermal element Estimated cost less than £50,000 Full plan notices - plan charge	
Renovation of a thermal element Estimated cost less than £50,000 Full plan notices - inspection charge	

Building Control Fees Continued	2021/2022		2022/2023	
	Charge excl VAT	Gross Charge	Charge excl VAT	Gross Charge

All other non domestic work - Alterations	
Renovation of a thermal element Estimated cost less than £50,000 Regularisation	Individually Determined Fees
Alterations not described elsewhere including structural alterations and installation of controlled fittings - Estimated cost less than £5,000 Full plan notices - plan charge	
Alterations not described elsewhere including structural alterations and installation of controlled fittings - Estimated cost less than £5,000 Full plan notices - inspection charge	
Alterations not described elsewhere including structural alterations and installation of controlled fittings - Estimated cost less than £5,000 Regularisation	
Alterations not described elsewhere including structural alterations and installation of controlled fittings - £5,001 - £25,000 Full plan notices - plan charge	
Alterations not described elsewhere including structural alterations and installation of controlled fittings - £5,001 - £25,000 Full plan notices - inspection charge	
Alterations not described elsewhere including structural alterations and installation of controlled fittings - £5,001 - £25,000 Regularisation	
Alterations not described elsewhere including structural alterations and installation of controlled fittings - £25,001 - £50,000 Full plan notices - plan charge	
Alterations not described elsewhere including structural alterations and installation of controlled fittings - £25,001 - £50,000 Full plan notices - inspection charge	
Alterations not described elsewhere including structural alterations and installation of controlled fittings - £25,001 - £50,000 Regularisation	
Alterations not described elsewhere including structural alterations and installation of controlled fittings - £50,001 - £100,000 Full plan notices - plan charge	

Building Control Fees Continued

2021/2022		2022/2023	
Charge excl VAT	Gross Charge	Charge excl VAT	Gross Charge

All other non domestic work - Alterations	
Alterations not described elsewhere including structural alterations and installation of controlled fittings - £50,001 - £100,000 Full plan notices - inspection charge	Individually determined fees
Alterations not described elsewhere including structural alterations and installation of controlled fittings - £50,001 - £100,000 Regularisation	
Installation of mezzanine floor up to 500m ² - Fixed price Full plan notices - plan charge	
Installation of mezzanine floor up to 500m ² - Fixed price Full plan notices - inspection charge	
Installation of mezzanine floor up to 500m ² - Fixed price Regularisation	

Fees & Charges 2022/2023

Communications Fees

2021/2022		2022/2023	
Charge excl. VAT	Gross Charge	Charge excl. VAT	Gross Charge

Hart News Advertising			
Fees per edition			
Full Page:			
Outside Back Cover	£1,500.00	£1,800.00	£1,650.00
Internal Page	£1,200.00	£1,440.00	£1,320.00

Half Page:			
Internal Page	£650.00	£780.00	£715.00

Quarter Page:			
Internal Page - Portrait	£375.00	£450.00	£415.00
Internal Page - Landscape	£375.00	£450.00	£415.00

Eighth Page:			
Internal Page	£195.00	£234.00	£215.00

Fees & Charges 2022/2023
Corporate Fees

2021/2022		2022/2023	
Charge excl. VAT	Gross Charge	Charge excl. VAT	Gross Charge

LAND CHARGES				
Search Fees				
Land Charges Only Search - LLC1				
Electronic (in accordance with rule 16)	£50.00	£50.00	£52.00	£52.00
In any other case	£55.00	£55.00	£57.00	£57.00
Additional Parcel of Land*	£25.00	£25.00	£26.00	£26.00
Standard Search and Enquiry Fee – CON29R				
Electronic (NLIS and TM Searches, Local Authority Emailed Direct)				
Non-NLIS and TM Searches	£80.00	£96.00	£83.33	£100.00
In any other case	£105.00	£126.00	£109.17	£131.00
Standard Search and Enquiry Fee – LLC1				
Electronic (NLIS and TM Searches, Local Authority Emailed Direct)				
Non-NLIS and TM Searches	£130.00	£130.00	£135.00	£135.00
In any other case	£160.00	£160.00	£166.00	£166.00
Question Specific Searches				
Optional Enquiry Questions 4, 21 or 22 (submitted with a standard search)	£18.33	£22.00	£19.17	£23.00
Optional Enquiry Questions (others) (submitted with a standard search)	£15.00	£18.00	£19.17	£23.00
Optional Enquiry Questions 4, 21 or 22 (submitted without a standard search)	£30.83	£37.00	£32.50	£39.00
Optional Enquiries (others) (submitted without a standard search)	£27.50	£33.00	£29.17	£35.00
Additional Question	£40.00	£48.00	£41.67	£50.00
Admin Fee (when CON290 submitted without CON29 or LLC1)	£15.00	£15.00	£16.00	£16.00
* waive additional parcel fee for separate garages or parking spaces.				

Photocopying				
Planning Decision Notices - per copy	£15.00	£18.00	£15.83	£19.00
Listed Building Consents - per copy	£15.00	£18.00	£15.83	£19.00
Conservation Area Consents - per copy	£15.00	£18.00	£15.83	£19.00
Tree Preservation Order – per copy	£15.00	£18.00	£15.83	£19.00
Highway and Other Agreements - per copy	£29.17	£35.00	£30.83	£37.00

Plans/Documents				
A3/A4	£0.83	£1.00	£1.67	£2.00
A0/A2	£4.17	£5.00	£5.00	£6.00

Corporate Fees Continued

2021/2022		2022/2023	
Charge excl. VAT	Gross Charge	Charge excl. VAT	Gross Charge

Digital Charges				
Digital Information provided by Email				
Solicitor Requests for Documents Freely Available from the Council's Website	£41.67	£50.00	£43.33	£52.00
Failure to pay for copy documents within 28 days - administrative surcharge	£12.50	£15.00	£13.33	£16.00

Inspection of Documents				
Inspection of Planning Applications	No Charge	No Charge	No Charge	No Charge

Hiring of Council Accommodation				
<i>Charges per hour</i>				
Council Chamber				
Daytime to 6pm (per hour)	£50.00	£60.00	£51.67	£62.00
Evening (per hour)	£50.00	£60.00	£51.67	£62.00

Committee Room 1				
Daytime to 6pm (per hour)	£25.00	£30.00	£25.83	£31.00
Evening (per hour)	£25.00	£30.00	£25.83	£31.00

Committee Room 2				
Daytime to 6pm (per hour)	£25.00	£30.00	£25.83	£31.00
Evening (per hour)	£25.00	£30.00	£25.83	£31.00

Ground Floor Meeting Room 4				
Daytime to 6pm (per hour)	£20.00	£24.00	£20.83	£25.00
Evening (per hour)	£20.00	£24.00	£20.83	£25.00

Ground Floor Meeting Rooms 1, 2 & 3				
Daytime to 6pm (per hour)	£10.00	£12.00	£10.83	£13.00

Fees & Charges 2022/2023

Democratic Services Fees

2021/2022		2022/2023	
Charge excl. VAT	Gross Charge	Charge excl. VAT	Gross Charge

Sale of Agendas			
Charges per annum			
Council	Free to Download		Free to Download
Planning Committee			
Other Committees (Each)			

Charges per Cycle			
Council	Free to Download		Free to Download
Planning Committee *			
Other Committees (Each)			
* Free of charge to non-commercial			
Inspection of Committee Minutes and Agendas			

Sale of Registers*				
Open Version of Register - Data Format	£62.00	£62.00	£59.00	£59.00
Full Version of Register including updates - Data Format	£346.00	£346.00	£327.50	£327.50
Open Version of Register - Paper Format	£145.00	£145.00	£140.00	£140.00
Full Version of Register - Paper Format	£530.00	£530.00	£390.00	£390.00
Letter confirming Electors' Registration (per letter)	£0.00	£0.00	£0.00	£0.00

Data copies charged at £20 +£1.50 per 1,000 entries or part thereof

Paper copies charged at £10 + £5 per 1,000 entries or part thereof

Fees & Charges 2022/2023**Economic Development Fees**

2021/2022		2022/2023	
Charge excl. VAT	Gross Charge	Charge excl. VAT	Gross Charge

Hart Business Centre				
Virtual Package (per month)	£20.00	£24.00	£20.00	£24.00

Fees & Charges 2022/2023
Environmental Services Fees

2021/2022		2022/2023	
Charge excl. VAT	Gross Charge	Charge excl. VAT	Gross Charge

Fishing Permits				
Boat Permit - Season	£29.17	£35.00	£30.00	£36.00
Adult - Season	£20.00	£24.00	£20.83	£25.00
Family Ticket - Season	£23.33	£28.00	£24.17	£29.00
Concessions - Season	£10.00	£12.00	£10.42	£12.50
Day Ticket	£6.67	£8.00	£6.83	£8.20

Open Spaces				
Car boot Sales	£416.67	£500.00	£430.00	£516.00
Funfairs	Price on Application		Price on Application	
Other Hire of Open Space, to be confirmed on the event	Price on Application		Price on Application	
Outdoor theatre	Price on Application		Price on Application	
Fitness/Education - 1 to 1 once a week	£54.17	£65.00	£54.17	£65.00
Fitness/Education- 1 to 1, multiple x a week	£133.33	£160.00	£133.33	£160.00
Fitness/Education - up to 15 once a week	£125.00	£150.00	£125.00	£150.00
Fitness/Education - up to 15 multiple x a week	£291.67	£350.00	£291.67	£350.00
Fitness/Education - 35 + once a week	£291.67	£350.00	£291.67	£350.00
Fitness/Education - 35+ multiple x a week	£500.00	£600.00	£500.00	£600.00
Small family event	£83.33	£100.00	£83.33	£100.00

Non - charity community event	£208.33	£250.00	£215.00	£258.00
Commercial event	£833.33	£1,000.00	£858.33	£1,030.00
Admin fee	£41.67	£50.00	£41.67	£50.00
Charity events - Free if 100% goes to charity	Free		Free	
Events ran for free or by volunteers (Walking for	Free		Free	
Commercial Filming	Price on Application		Price on Application	
Student Commercial Filming/Photography of any site per day (up to 12 hours)	43.13	£51.76	16.67	£20.00

Allotment Charges				
Allotment Plot (without Shed) - annual charge	£63.00	£63.00	£63.00	£63.00
Allotment Plot (with Shed) - annual charge	£108.00	£108.00	£108.00	£108.00

Others				
Weddings (per day)	1,250.00	1,500.00	1,250.00	1,500.00
Concession Stand (10% of daily takings)				

Environmental Services Fees Continued	2021/2022		2022/2023	
	Charge excl. VAT	Gross Charge	Charge excl. VAT	Gross Charge

Memorial Benches				
Standard bench at Fleet Pond (<i>indicative Cost, Price on Application</i>)	£1,075.00	1,290.00	£1,666.67	2,000.00
Standard bench at Hartley Wintney (<i>indicative Cost, Price on Application</i>)	£1,544.17	1,853.00	£1,544.17	1,853.00
Estimated cost of a carved Bench (<i>indicative Cost, Price on Application</i>)	£2,220.00	2,664.00	£2,220.00	2,664.00
Picnic Bench range from £2,000 to £3,000 (<i>indicative Cost, Price on Application</i>)				

Walks				
Per child/person - Ranges from £3.50 to £6	£6.00	£6.00	£6.00	£6.00

Pre visit for Self-Led per visit for 1.5 hours	£13.33	£16.00	£13.33	£16.00
Ranger Led Activity per child - change to £12.50	£5.00	£5.00	POA	POA

Hire of Equipment				
Bat detecting kit (inc resources and x3 detectors)	£10.83	£13.00	£11.25	£13.50
Per additional detector	£2.50	£3.00	£2.50	£3.00
Pond Dipping kit per day	£10.83	£13.00	£11.25	£13.50
Bug Hunting kit per day	£10.83	£13.00	£11.25	£13.50
Moth Hunting kit per day	£10.83	£13.00	£11.25	£13.50
Refundable deposit for equipment	£63.33	£76.00	£63.33	£76.00
Commercial Filming	Price on Application		Price on Application	

General advice; for either a desk top exercise or a	£59.17	£71.00	£60.83	£73.00
Extensive advice; for example where a developer	£268.33	£322.00	£276.67	£332.00
Talks, functions and events	Price on Application		Price on Application	

SANG's				
Grampian Conditions SANG's	£6,139.17	£7,367.00	£6,323.33	£7,588.00
Advice on non Council SANG's Provision	£200/£600 per day		£206/£619 per day	

Arboricultural Services		
Tree risk management plans	£180 - £300 / day	£206 - £310 / day
BS 5837:2012 reports	£280 - £550 / day	£289 - £566 / day
Tree Surveys	£120 - £350 / day	£124 - £361 / day
AIA/ Method Statements	£200 - £600 / day	£206 - £619 / day
Application to remove a Council Tree - £50 no	£375 - £450 / day	£387 - £464 / day

Environmental Services Fees Continued

2021/2022		2022/2023	
Charge excl. VAT	Gross Charge	Charge excl. VAT	Gross Charge

Landscape Architecture Services		
Planting Plans	£300 - £450 / day	£309 - £464 / day
Landscape Design (including hard and soft works)	£350 - £600 / day	£361 - £619 / day
Character Assessments (site specific)	£300 - £450 / day	£309 - £464 / day
Visual Impact Assessments (site specific)	£350 - £550 / day	£361 - £568 / day
Site assessment	£250 - £500 / day	£258 - £516 / day
Management Plans (site-specific)	£250 - £500 / day	£258 - £516 / day

Ecological Services		
Preliminary Ecological Appraisal/Phase 1 habitat	£150 Per Day	£155 Per Day
Ecology surveys (bats, newts, breeding birds,	POA	POA
Protected species mitigation/licensing	£250 - £2,000 Per Day	£258 - £2,064 Per Day
Biodiversity offsetting	POA	POA
Environmental Impact assessments	£250 - £2,000 Per Day	£258 - £2,064 Per Day

Other Services - Street Cleaning				
Bins (per empty)	£6.67	£8.00	£6.88	£8.25
Litter Pick (per litter pick)	£35.00	£42.00	£35.83	£43.00
Street Sweeper per hour	£70.00	£84.00	£72.50	£87.00

Fees & Charges 2022/2023**Finance Fees**

2021/2022		2022/2023	
Charge excl. VAT	Gross Charge	Charge excl. VAT	Gross Charge

Court Costs Recovered - per case	£90.00	£90.00	£90.00	£90.00
----------------------------------	--------	--------	--------	--------

Fees & Charges 2022/2023**Housing Fees**

2021/2022		2022/2023	
Charge excl. VAT	Gross Charge	Charge excl. VAT	Gross Charge

HMO Licence				
HMO Licence - for 5 persons	£706.00	£706.00	£729.00	£729.00
HMO Licence - 6-10 persons	£887.00	£887.00	£915.00	£915.00
HMO Licence - 11-15 persons	£1,062.00	£1,062.00	£1,096.00	£1,096.00
HMO Licence - 16-20 persons	£1,237.00	£1,237.00	£1,277.00	£1,277.00
HMO Licence - 21+ persons	£1,412.00	£1,412.00	£1,457.00	£1,457.00
HMO Licence - variations of the licence	£0.00	£0.00	£0.00	£0.00

HMO Licence Renewal				
HMO Licence Renewal - for 5 persons	£543.00	£543.00	£560.00	£560.00
HMO Licence Renewal - 6-10 persons	£682.00	£682.00	£704.00	£704.00
HMO Licence Renewal - 11-15 persons	£817.00	£817.00	£843.00	£843.00
HMO Licence Renewal - 16-20 persons	£951.00	£951.00	£981.00	£981.00
HMO Licence Renewal - 21+ persons	£1,085.00	£1,085.00	£1,120.00	£1,120.00

Mobile Home Sites Licensing				
Initial site licence application		£332.00		£343.00
Annual inspection		4.50/Pitch		£4.60/Pitch
Transfer of licence		£166.00		£171.00
Deposit of site rules		£61.00		£63.00

Immigration Inspections				
Annual inspection	£109.17	£131.00	£113.33	£136.00

Fees & Charges 2022/2023
Licensing Fees

2021/2022		2022/2023	
Charge excl. VAT	Gross Charge	Charge excl. VAT	Gross Charge

Hackney Carriage and Private Hire Licensing				
Annual Licences				
Hackney Carriages	£239.00	£239.00	£239.00	£239.00
Private Hire Vehicles	£239.00	£239.00	£239.00	£239.00
Wheelchair accessible Vehicles	£120.00	£120.00	£120.00	£120.00
Change of Vehicles				
Operators Licence (P.H. only)	£116.00	£116.00	£116.00	£116.00
Drivers Licence (initial including badge)	£116.00	£116.00	£116.00	£116.00
Drivers Licence (renewal including badge)	£92.00	£92.00	£92.00	£92.00
Combined drivers licence for Hackney Carriage				
Private Hire:				
Initial including badge	£126.00	£126.00	£126.00	£126.00
Renewal including badge	£103.00	£103.00	£103.00	£103.00
Plate Fee	£21.00	£21.00	£21.00	£21.00
DVLA check	£15.00	£15.00	£15.00	£15.00

Multi Year Licences				
Private Hire Driver	£240.00	£240.00	£240.00	£240.00
Hackney Carriage Driver	£240.00	£240.00	£240.00	£240.00
Combined Private and Hackney Carriage licence	£240.00	£240.00	£240.00	£240.00
Medical	£33.00	£33.00	£33.00	£33.00
Operators New 5 yr (5 vehicles or less)	£350.00	£350.00	£350.00	£350.00
Operators New 5 yr (5 vehicles or more)	£610.00	£610.00	£610.00	£610.00

Other				
Copy of Licence	£25.00	£25.00	£25.00	£25.00
For the re-sitting of drivers knowledge test	£27.00	£27.00	£27.00	£27.00
DBS Check	£44.00	£44.00	£44.00	£44.00
Replacement Plate	£30.00	£30.00	£30.00	£30.00
Plate Brackets (yellow plate)	£9.00	£9.00	£9.00	£9.00
Plate Transfer	£85.00	£85.00	£85.00	£85.00
Replacement Drivers Card	£20.00	£20.00	£20.00	£20.00
Replacement Drivers Licence	£20.00	£20.00	£20.00	£20.00
Replacement Vehicle Licence	£20.00	£20.00	£20.00	£20.00
Operators fee 2nd base fee	£55.00	£55.00	£55.00	£55.00
Transfer of Ownership	£60.00	£60.00	£60.00	£60.00

Licensing Fees Continued

2021/2022		2022/2023	
Charge excl. VAT	Gross Charge	Charge excl. VAT	Gross Charge

Premises Licence				
Application for copy of licence or summary of theft, loss etc of Premises Licence or summary	£10.50	£10.50	£10.50	£10.50
Notification of change of name or address (holder of Premises Licence)	£10.50	£10.50	£10.50	£10.50
Application to vary specified individual as premises supervisor	£23.00	£23.00	£23.00	£23.00
Application to transfer Premises Licence	£23.00	£23.00	£23.00	£23.00
Interim authority notice	£23.00	£23.00	£23.00	£23.00
Application for making of a provisional statement	£315.00	£315.00	£315.00	£315.00
Notice of interest in any premises	£21.00	£21.00	£21.00	£21.00

Club Premises Certificate				
Application for a Club Premises Certificate				
Application for copy of Club Premises Certificate or summary on theft, loss etc of certificate or summary	£10.50	£10.50	£10.50	£10.50
Notification of change of name or alteration of club rules	£10.50	£10.50	£10.50	£10.50
Change of relevant registered address of club	£10.50	£10.50	£10.50	£10.50

Temporary Event Notices				
Temporary Event Notices	£21.00	£21.00	£21.00	£21.00
Application for copy of Temporary Event Notice on theft, loss etc of temporary event notice	£10.50	£10.50	£10.50	£10.50

Personal Licences				
Application for grant or renewal of a Personal Licence	£37.00	£37.00	£37.00	£37.00
Application for copy of licence on theft, loss etc. of Personal Licence	£10.50	£10.50	£10.50	£10.50
Notification of a change of address of a Personal Licence	£10.50	£10.50	£10.50	£10.50

Premises Licence Fees & Conversion Fees				
For all premises licence applications and/or club premises certificate applications the application must be				

Non-domestic rateable value:				
£0 to £4,300 (Band A)	£100.00	£100.00	£100.00	£100.00
£4,301 to £33,000 (Band B)	£190.00	£190.00	£190.00	£190.00
£33,001 to £87,000 (Band C)	£315.00	£315.00	£315.00	£315.00
£87,001 to £125,000 (Band D)	£450.00	£450.00	£450.00	£450.00
£125,001 and over (Band E)	£635.00	£635.00	£635.00	£635.00

Licensing Fees Continued

2021/2022		2022/2023	
Charge excl. VAT	Gross Charge	Charge excl. VAT	Gross Charge

Premises Licence Fees & Conversion Fees				
If a premises falls within the rateable value band D or E and is exclusively or primarily used for the supply				
Non-domestic rateable value:				
£87,001 to £125,000 (Band D)	£900.00	£900.00	£900.00	£900.00
£125,001 and over (Band E)	£1,905.00	£1,905.00	£1,905.00	£1,905.00

Additional Premises Licence Fees & Conversion Fees				
Whatever the fee payable under each band, additional fees are also payable if more than 5,000 people are				
Number of People Permitted:				
5,000 - 9,999	£1,000.00	£1,000.00	£1,000.00	£1,000.00
10,000 - 14,999	£2,000.00	£2,000.00	£2,000.00	£2,000.00
15,000 - 19,999	£4,000.00	£4,000.00	£4,000.00	£4,000.00
20,000 - 29,999	£8,000.00	£8,000.00	£8,000.00	£8,000.00
30,000 - 39,999	£16,000.00	£16,000.00	£16,000.00	£16,000.00
40,000 - 49,999	£24,000.00	£24,000.00	£24,000.00	£24,000.00
50,000 - 59,999	£32,000.00	£32,000.00	£32,000.00	£32,000.00
60,000 - 69,999	£40,000.00	£40,000.00	£40,000.00	£40,000.00
70,000 - 79,999	£48,000.00	£48,000.00	£48,000.00	£48,000.00
80,000 - 89,999	£56,000.00	£56,000.00	£56,000.00	£56,000.00
90,000 and over	£64,000.00	£64,000.00	£64,000.00	£64,000.00

Premises Licence Fee(s) - (Annual Payments)				
The holder of a Premises Licence/Club Premises Certificate must also pay an annual fee. The annual fee				
Non-domestic rateable value:				
£0 to £4,300 (Band A)	£100.00	£100.00	£100.00	£100.00
£4,301 to £33,000 (Band B)	£190.00	£190.00	£190.00	£190.00
£33,001 to £87,000 (Band C)	£315.00	£315.00	£315.00	£315.00
£87,001 to £125,000 (Band D)	£450.00	£450.00	£450.00	£450.00
£125,001 and over (Band E)	£635.00	£635.00	£635.00	£635.00

Annual Fees				
If a premises falls within the rateable value of band D or E and is exclusively or primarily used for the supply				
Non-domestic rateable value:				
£87,001 to £125,000 (Band D)	£900.00	£900.00	£900.00	£900.00
£125,001 and over (Band E)	£1,905.00	£1,905.00	£1,905.00	£1,905.00

Licensing Fees Continued

2021/2022		2022/2023	
Charge excl. VAT	Gross Charge	Charge excl. VAT	Gross Charge

Additional Annual Fees				
Whatever the annual fee payable under each band, additional fees are also payable if more than 5,000				
Number of People Permitted:				
5,000 - 9,999	£500.00	£500.00	£500.00	£500.00
10,000 - 14,999	£1,000.00	£1,000.00	£1,000.00	£1,000.00
15,000 - 19,999	£2,000.00	£2,000.00	£2,000.00	£2,000.00
20,000 - 29,999	£4,000.00	£4,000.00	£4,000.00	£4,000.00
30,000 - 39,999	£8,000.00	£8,000.00	£8,000.00	£8,000.00
40,000 - 49,999	£12,000.00	£12,000.00	£12,000.00	£12,000.00
50,000 - 59,999	£16,000.00	£16,000.00	£16,000.00	£16,000.00
60,000 - 69,999	£20,000.00	£20,000.00	£20,000.00	£20,000.00
70,000 - 79,999	£24,000.00	£24,000.00	£24,000.00	£24,000.00
80,000 - 89,999	£28,000.00	£28,000.00	£28,000.00	£28,000.00
90,000 and over	£32,000.00	£32,000.00	£32,000.00	£32,000.00

Street Trading Consent				
3 months	£131.00	£131.00	£131.00	£131.00
1 year	£427.50	£513.00	£427.50	£513.00
Seasonal trader (Christmas Trees)	£91.00	£91.00	£91.00	£91.00

Gambling Act 2005 Licensing Fees				
Bingo	£3,500.00	£3,500.00	£3,500.00	£3,500.00
Adult Gaming Centre (AGC) (New application)	£2,000.00	£2,000.00	£2,000.00	£2,000.00
Betting Premises (Track) Licence (New application)	£2,500.00	£2,500.00	£2,500.00	£2,500.00
Family Entertainment Centre (FEC) (new application)	£2,000.00	£2,000.00	£2,000.00	£2,000.00
Betting Premises (other) Licence (New application)	£3,000.00	£3,000.00	£3,000.00	£3,000.00

Annual Fees:				
Bingo premise	£1,000.00	£1,000.00	£1,000.00	£1,000.00
Adult gaming premise	£1,000.00	£1,000.00	£1,000.00	£1,000.00
Betting premises (track) licence	£1,000.00	£1,000.00	£1,000.00	£1,000.00
Family Entertainment Centre	£750.00	£750.00	£750.00	£750.00
Betting Premises (other) Licence	£600.00	£600.00	£600.00	£600.00

Application to Vary:				
Bingo premise	£1,750.00	£1,750.00	£1,750.00	£1,750.00
Adult gaming premise	£1,000.00	£1,000.00	£1,000.00	£1,000.00
Betting premises (track) licence	£1,250.00	£1,250.00	£1,250.00	£1,250.00
Family Entertainment Centre	£1,000.00	£1,000.00	£1,000.00	£1,000.00
Betting Premises (other) Licence	£1,500.00	£1,500.00	£1,500.00	£1,500.00

Licensing Fees Continued

2021/2022		2022/2023	
Charge excl. VAT	Gross Charge	Charge excl. VAT	Gross Charge

Application to Transfer or Reinstatement of a Licence:				
Bingo premise	£1,200.00	£1,200.00	£1,200.00	£1,200.00
Adult gaming premise	£1,200.00	£1,200.00	£1,200.00	£1,200.00
Betting premises (track) licence	£950.00	£950.00	£950.00	£950.00
Family Entertainment Centre	£950.00	£950.00	£950.00	£950.00
Betting Premises (other) Licence	£1,200.00	£1,200.00	£1,200.00	£1,200.00
Temporary Use Notice (TUN)	£300.00	£300.00	£300.00	£300.00
Occasional Use Notice (OUN)	£0.00	£0.00	£0.00	£0.00
Change of Circumstance - all types	£50.00	£50.00	£50.00	£50.00
Notification of 2 gaming machines	£50.00	£50.00	£50.00	£50.00
Alcohol Licensed Gaming Machine Permit	£150.00	£150.00	£150.00	£150.00
Alcohol Licensed Prize Gaming Machine Permit	£300.00	£300.00	£300.00	£300.00
Club Gaming Permit	£200.00	£200.00	£200.00	£200.00
Club Machine Permit	£200.00	£200.00	£200.00	£200.00
Unlicensed Family Entertainment Centre Machine Permit	£300.00	£300.00	£300.00	£300.00
Family Entertainment Centre Gaming Permit	£300.00	£300.00	£300.00	£300.00
Transfer: Alcohol licensed Machine Permit	£25.00	£25.00	£25.00	£25.00
Variation: ALL machine permits & Club gaming permits	£1,000.00	£1,000.00	£1,000.00	£1,000.00
Renewal fee (After 10 years)				
Alcohol Licensed Prize Gaming Permit	£300.00	£300.00	£300.00	£300.00
Club Gaming/Machine Permit	£200.00	£200.00	£200.00	£200.00
Unlic FEC Machine Permit	£300.00	£300.00	£300.00	£300.00
FEC Gaming Permit	£300.00	£300.00	£300.00	£300.00

Annual Fee:				
ALL Machine Permits & Club Gaming permit	£50.00	£50.00	£50.00	£50.00
Change of name: Alcohol licensed Premises/Unlic FEC/FEC permit	£25.00	£25.00	£25.00	£25.00
Copy of Licence	£15.00	£15.00	£15.00	£15.00

Lotteries:				
Small Lottery Registration Grant	£40.00	£40.00	£40.00	£40.00
Small Lottery Annual fee	£20.00	£20.00	£20.00	£20.00

Fees & Charges 2022/2023

2021/2022		2022/2023	
Charge excl. VAT	Gross Charge	Charge excl. VAT	Gross Charge

Parking Fees

Car Park charges are under review including an examination of a Hampshire wide scheme for resident on

Car Parks Parking Tickets in Fleet

Church Road & Victoria Road (8am to 6pm)

Monday - Saturday

Up to 30 minutes	£0.17	£0.20	£0.17	£0.20
Up to 2 hours	£0.83	£1.00	£0.83	£1.00
Up to 4 hours	£1.67	£2.00	£1.67	£2.00
Up to 10 hours	£5.83	£7.00	£5.83	£7.00
Up to 24 hours	£6.67	£8.00	£6.67	£8.00

Evenings Monday - Sunday 6pm to 8am

Up to 30 minutes	£0.17	£0.20	£0.17	£0.20
Up to 14 hours	£0.83	£1.00	£0.83	£1.00

Sundays & Bank Holidays 8am to 6pm

Up to 30 minutes	£0.17	£0.20	£0.17	£0.20
Up to 10 hours	£0.83	£1.00	£0.83	£1.00

Civic Offices - Central Courtyard (Monday - Friday)

Up to 30 minutes maximum duration 8am - 6pm No return within 1 hour Permit Holders Exempt	£0.17	£0.20	£0.17	£0.20
--	-------	-------	-------	-------

Civic Offices - Staff Car Park (Monday - Friday)

Monday - Friday 8am to 6pm Evenings	Permit holders only	Permit holders only
-------------------------------------	---------------------	---------------------

Civic Offices - Central Courtyard and Staff Car Park

(Saturdays only)

Up to 30 minutes	£0.17	£0.20	£0.17	£0.20
Up to 2 hours	£0.83	£1.00	£0.83	£1.00
Up to 4 hours	£1.67	£2.00	£1.67	£2.00
Up to 10 hours	£5.83	£7.00	£5.83	£7.00
Up to 24 hours	£6.67	£8.00	£6.67	£8.00

Sundays & Bank Holidays 8am -6pm

Up to 30 minutes	£0.17	£0.20	£0.17	£0.20
Up to 10 hours	£0.83	£1.00	£0.83	£1.00

Evenings Monday - Sunday 6pm -8am

Up to 30 minutes	£0.17	£0.20	£0.17	£0.20
Up to 14 hours	£0.83	£1.00	£0.83	£1.00

Parking Fees Continued

2021/2022		2022/2023	
Charge excl. VAT	Gross Charge	Charge excl. VAT	Gross Charge

<u>Flagship and Admiral House (Saturday only) 8am - 6pm</u>				
Up to 30 minutes	£0.17	£0.20	£0.17	£0.20
Up to 2 hours	£0.83	£1.00	£0.83	£1.00
Up to 4 hours	£1.67	£2.00	£1.67	£2.00
Up to 10 hours	£5.83	£7.00	£5.83	£7.00
Up to 24 hours	£6.67	£8.00	£6.67	£8.00

<u>Saturday Evenings only 6pm to 8am</u>				
Up to 30 minutes	£0.17	£0.20	£0.17	£0.20
Up to 14 hours	£0.83	£1.00	£0.83	£1.00

<u>Gurkha Square 8am-8pm Mon - Fri</u>				
<u>Closed Sat 8am to 6pm for market</u>				
Up to 30 minutes	£0.17	£0.20	£0.17	£0.20
Up to 2 hours	£0.83	£1.00	£0.83	£1.00
<u>No return within 2 hours</u>				

<u>Sundays & Bank Holidays 8am -6pm</u>				
Up to 30 minutes	£0.17	£0.20	£0.17	£0.20
Up to 10 hours	£0.83	£1.00	£0.83	£1.00

<u>6pm to 8am Evenings Mon-Thurs & Sat to Sun</u>				
Up to 30 minutes	£0.17	£0.20	£0.17	£0.20
Up to 14 hours	£1.67	£2.00	£1.67	£2.00

<u>6pm to Midnight Fri Evenings Only</u>				
Up to 30 minutes	£0.17	£0.20	£0.17	£0.20
Up to 6 hours	£1.67	£2.00	£1.67	£2.00

<u>Birchayes 8am - 6pm</u>				
Up to 30 minutes	£0.17	£0.20	£0.17	£0.20
Up to 1 hour	N/A	N/A	N/A	N/A
Up to 2 hours	£1.67	£2.00	£1.67	£2.00
<u>No return within 2 hours</u>				

<u>Sundays & Bank Holidays 8am to 6pm</u>				
Up to 30 minutes	£0.17	£0.20	£0.17	£0.20
Up to 10 hours	£0.83	£1.00	£0.83	£1.00

<u>Evenings Monday - Sunday 6pm to 8am</u>				
Up to 30 minutes	£0.17	£0.20	£0.17	£0.20
Up to 14 hours	£0.83	£1.00	£0.83	£1.00

Parking Fees Continued

2021/2022		2022/2023	
Charge excl. VAT	Gross Charge	Charge excl. VAT	Gross Charge

<u>Harlington Way On Street Charges 8am to 6pm</u>				
Monday to Saturdays				
Up to 30 minutes	£0.17	£0.20	£0.17	£0.20
Up to 2 hours	£0.83	£1.00	£0.83	£1.00
Up to 4 hours	£1.67	£2.00	£1.67	£2.00
Up to 10 hours	£5.83	£7.00	£5.83	£7.00
Up to 24 hours	£6.67	£8.00	£6.67	£8.00

<u>Sundays & Bank Holidays 8am to 6pm</u>				
Up to 30 minutes	£0.17	£0.20	£0.17	£0.20
Up to 10 hours	£0.83	£1.00	£0.83	£1.00

<u>Evenings Monday to Saturday 6pm to 8am</u>				
Up to 30 minutes	£0.17	£0.20	£0.17	£0.20
Up to 14 hours	£0.83	£1.00	£0.83	£1.00

Car parks Parking Tickets outside Fleet
--

Blackwater Station Approach 8am - 7pm

Up to 30 minutes	£0.29	£0.35	£0.29	£0.35
Up to 1 hour	£0.58	£0.70	£0.58	£0.70
Up to 2 hours	£1.17	£1.40	£1.17	£1.40
Up to 3 hours	£1.75	£2.10	£1.75	£2.10
Up to 4 hours	£2.33	£2.80	£2.33	£2.80
Over 4 hours	£4.17	£5.00	£4.17	£5.00

Blackwater Community Centre 8am - 7pm

Up to 30 minutes	£0.29	£0.35	£0.29	£0.35
Up to 1 hour	£0.58	£0.70	£0.58	£0.70
Up to 2 hours	£1.17	£1.40	£1.17	£1.40
Up to 3 hours	£1.75	£2.10	£1.75	£2.10
Up to 4 hours	£2.33	£2.80	£2.33	£2.80
Over 4 hours	£4.17	£5.00	£4.17	£5.00

Hartley Wintney 8am - 7pm

Up to 30 minutes	£0.29	£0.35	£0.29	£0.35
Up to 1 hour	£0.58	£0.70	£0.58	£0.70
Up to 2 hours	£1.17	£1.40	£1.17	£1.40
Up to 3 hours	£1.75	£2.10	£1.75	£2.10
Up to 4 hours	£2.33	£2.80	£2.33	£2.80
Over 4 hours	£3.33	£4.00	£3.33	£4.00

Parking Fees Continued

2021/2022		2022/2023	
Charge excl. VAT	Gross Charge	Charge excl. VAT	Gross Charge

<u>Hook 9am - 7pm</u>				
Up to 30 minutes	N/A	N/A	N/A	N/A
Up to 1 hour	Free	Free	Free	Free
Up to 2 hours	£1.17	£1.40	£1.17	£1.40
Up to 3 hours	£1.75	£2.10	£1.75	£2.10
Up to 4 hours	£2.33	£2.80	£2.33	£2.80
Over 4 hours	£3.33	£4.00	£3.33	£4.00

<u>Odiham 8am - 6pm</u>				
Up to 30 minutes	£0.29	£0.35	£0.29	£0.35
Up to 1 hour	£0.58	£0.70	£0.58	£0.70
Up to 2 hours	£1.17	£1.40	£1.17	£1.40
Up to 3 hours	£1.67	£2.00	£1.67	£2.00
Up to 4 hours	£2.33	£2.80	£2.33	£2.80
Over 4 hours	£3.33	£4.00	£3.33	£4.00

Car parks Season Tickets in Fleet

<u>Church Road and Victoria Road</u>				
5 day charge	£25.00	£30.00	£25.00	£30.00
6 day charge	£30.00	£36.00	£30.00	£36.00
7 day charge	£31.67	£38.00	£31.67	£38.00
Monthly - 5 day	£86.67	£104.00	£86.67	£104.00
Monthly - 6 day	£104.17	£125.00	£104.17	£125.00
Monthly - 7 day	£108.33	£130.00	£108.33	£130.00
Quarter - 5 day	£220.00	£264.00	£220.00	£264.00
Quarter - 6 day	£264.17	£317.00	£264.17	£317.00
Quarter - 7 day	£275.00	£330.00	£275.00	£330.00
Annual - 5 day	£750.00	£900.00	£750.00	£900.00
Annual - 6 day	£900.00	£1,080.00	£900.00	£1,080.00
Annual - 7 day	£937.50	£1,125.00	£937.50	£1,125.00

Car parks Season Tickets outside Fleet

<u>Blackwater</u>				
<u>(Monday to Friday - 5 days)</u>				
Weekly	£17.50	£21.00	£17.50	£21.00
Calendar month	£66.67	£80.00	£66.67	£80.00
Quarter	£187.50	£225.00	£187.50	£225.00
Annual	£625.00	£750.00	£625.00	£750.00

<u>(Monday to Saturday - 6 days)</u>				
Weekly	£21.67	£26.00	£21.67	£26.00
Calendar month	£80.00	£96.00	£80.00	£96.00
Quarter	£225.00	£270.00	£225.00	£270.00
Annual	£750.00	£900.00	£750.00	£900.00

Parking Fees Continued

2021/2022		2022/2023	
Charge excl. VAT	Gross Charge	Charge excl. VAT	Gross Charge

<u>Hook and Hartley Wintney</u>				
(Monday to Friday - 5 days)				
Weekly	£15.83	£19.00	£15.83	£19.00
Calendar month	£60.00	£72.00	£60.00	£72.00
Quarter	£170.00	£204.00	£170.00	£204.00
Annual	£458.33	£550.00	£458.33	£550.00

(Monday to Saturday - 6 days)				
Weekly	£19.17	£23.00	£19.17	£23.00
Calendar month	£71.67	£86.00	£71.67	£86.00
Quarter	£204.17	£245.00	£204.17	£245.00
Annual	£550.00	£660.00	£550.00	£660.00

<u>Odiham</u>				
(Monday to Friday - 5 days)				
Weekly	£15.83	£19.00	£15.83	£19.00
Calendar month	£60.00	£72.00	£60.00	£72.00
Quarter	£170.00	£204.00	£170.00	£204.00
Annual	£458.33	£550.00	£458.33	£550.00

(Monday to Saturday - 6 days)				
Weekly	£19.17	£23.00	£19.17	£23.00
Calendar month	£71.67	£86.00	£71.67	£86.00
Quarter	£204.17	£245.00	£204.17	£245.00
Annual	£550.00	£660.00	£550.00	£660.00

Discount for low emissions (V5 Documentation required):
as per online form 10%, 25%, or 30%

Parking Permits

Residents Parking Permits				
Annual Fleet and Hartley Wintney	£50.00	£50.00	£50.00	£50.00
2nd Household permit	£75.00	£75.00	£75.00	£75.00

Visitors Parking Permits				
2 Weeks Fleet and Hartley Wintney	£10.00	£10.00	£10.00	£10.00
1 day (Scratch cards)	£1.00	£1.00	£1.00	£1.00
Dispensations	£25.00	£25.00	£25.00	£25.00
Exemptions	£25.00	£25.00	£25.00	£25.00

Parking Fees Continued	2021/2022		2022/2023	
	Charge excl. VAT	Gross Charge	Charge excl. VAT	Gross Charge

Car parks - Penalty Charge Notices				
------------------------------------	--	--	--	--

Penalty Charge Notice*	£70.00	£70.00	£70.00	£70.00
	£50.00	£50.00	£50.00	£50.00

50% Discounted Amount if paid within 14 days*	£35.00	£35.00	£35.00	£35.00
	£25.00	£25.00	£25.00	£25.00

50% Increased Amount on issues of Charge Certificate	£105.00	£105.00	£105.00	£105.00
	£75.00	£75.00	£75.00	£75.00

Bailiff Warrant fee application	£8.00	£8.00	£8.00	£9.00
---------------------------------	-------	-------	-------	-------

* On-Street HAPKON/92703 covered by Traffic Regulation Order

* Off-Street HAPKOF/92703 car parks covered by Off Street Parking Order

Abandoned Vehicle Removal - On Street				
---------------------------------------	--	--	--	--

Removal Costs - Vehicle on Road, upright and not substantially damaged or any two wheeled vehicle whatever it's condition or position on or off road	£100.00	£120.00	£125.00	£150.00
Removal Costs - Vehicle, excluding a two wheeled vehicle, on road but either not upright or substantially damaged or both	£100.00	£120.00	£208.33	£250.00
Storage Costs per day - Two Wheeled vehicle	£25.00	£30.00	£8.33	£10.00
Storage Costs per day - Vehicle, not including a two wheeled vehicle, equal to or less than 3.5 tonnes MAM	£25.00	£30.00	£16.67	£20.00

Abandoned Vehicle Removal - Off Street				
--	--	--	--	--

Removal Costs - Vehicle on Road, upright and not substantially damaged or any two wheeled vehicle whatever it's condition or position on or off road	£100.00	£120.00	£166.67	£200.00
Removal Costs - Vehicle, excluding a two wheeled vehicle, on road but either not upright or substantially damaged or both	£100.00	£120.00	£250.00	£300.00
Storage Costs per day - Two Wheeled vehicle	£25.00	£30.00	£8.33	£10.00
Storage Costs per day - Vehicle, not including a two wheeled vehicle, equal to or less than 3.5 tonnes MAM	£25.00	£30.00	£16.67	£20.00

Additional Costs - Disposal				
-----------------------------	--	--	--	--

Two Wheeled Vehicle	£0.00	£0.00	£41.67	£50.00
Vehicle not including a two wheeled vehicle, equal to or less than 3.5 tonnes MAM	£0.00	£0.00	£62.50	£75.00

Fees & Charges 2022/2023

2021/2022		2022/2023	
Charge excl. VAT	Gross Charge	Charge excl. VAT	Gross Charge

Planning Fees

Pre-Application Advice				
Householder Enquiries				
For dealing with written enquiries (no appointment) up to a maximum of 2 hours	£180.00	£216.00	£190.00	£228.00
Additional hour	£90.00	£108.00	£95.00	£114.00
Written enquiry and a 30 minute appointment in the Office	£225.00	£270.00	£235.00	£282.00
Written enquiry and a 30 minute appointment on site (if required)	£270.00	£324.00	£280.00	£336.00

Post Decision discussion ahead of formal pre-application advice or resubmission (to better understand the reasons for refusal)	To be agreed on a case by case basis based upon hourly rates	To be agreed on a case by case basis based upon hourly rates
--	--	--

Follow up Advice (further advice following initial pre-app advice)	To be agreed on a case by case basis based upon	To be agreed on a case by case basis based upon
--	---	---

For all other Developments		
For proposals up to 50 dwellings or up to 3,750m ²	25% of the equivalent planning application fee +	25% of the equivalent planning application fee +
For proposals over 50 dwellings or over 3,750m ²	To be agreed on a case by	To be agreed on a case by
Initial meeting (High Level strategic advice/introductory meeting before formal-pre-application advice is sought)	To be agreed on a case by case basis based upon hourly rates	To be agreed on a case by case basis based upon hourly rates
Follow up Advice (further advice following initial pre-app advice)	To be agreed on a case by case basis based upon	To be agreed on a case by case basis based upon

Notes:

1. There will be no reduction in fee where an application would be exempt from a planning application fee
2. For proposals relating to up to 9 dwellings or 999m² of floor space this will provide a written response and
3. For proposals between 10 and 50 dwellings (or between 1000m² and 3750m² of floor space) this will

Specialist Advice				
For listed building, conservation or tree advice				
For dealing with written enquiries (no appointment) upto a maximum of 2 hours	£200.00	£240.00	£210.00	£252.00
Additional Hour	£100.00	£120.00	£105.00	£126.00
Written Enquiry with a 30 minute appointment in the Office.	£250.00	£300.00	£260.00	£312.00
Written Enquiry with a 30 minute appointment on Site.	£300.00	£360.00	£315.00	£378.00
Listed building repair advice; ie to confirm whether the work represents a repair or will need listed building consent a single meeting on site for up to 30 minutes relating to one proposal only	£300.00	£360.00	£315.00	£378.00

Planning Fees Continued

2021/2022		2022/2023	
Charge excl. VAT	Gross Charge	Charge excl. VAT	Gross Charge

Specialist Advice
For listed building, conservation or tree advice

Extensive conservation area advice; for example where a developer is seeking to undertake non-householder development in a conservation area	To be agreed on a case by case basis based upon hourly rates	To be agreed on a case by case basis based upon hourly rates
Extensive tree/arboriculture advice; for example where a non-householder development may affect protected trees	To be agreed on a case by case basis based upon hourly rates	To be agreed on a case by case basis based upon hourly rates
Follow up Advice (further advice following initial pre-app/repairs advice)	To be agreed on a case by case basis based upon	To be agreed on a case by case basis based upon

Research of Planning History				
Upto 1 hour	£90.00	£108.00	£95.00	£114.00
Over 1 hour based upon hourly rate	£90.00	£108.00	£95.00	£114.00

Permitted Development Queries				
For informal responses				
Householder proposals	£50.83	£61.00	£55.00	£66.00
Non-householder proposals	£120.00	£144.00	£125.00	£150.00
Upto 1 hour	£100.00	£120.00	£105.00	£126.00
Additional Queries	£100.00	£120.00	£105.00	£126.00

Compliance Checks

Householder proposals (office based)	£100.00	£120.00	£105.00	£126.00
Householder proposals (30 min site visit included)	£150.00	£180.00	£160.00	£192.00
Non-householder - by negotiation	To be agreed on a case by		To be agreed on a case by	

Hourly Rates of Hart District Council Staff
--

Head of Service	£185.00	£195.00
Planning Services Manager	£160.00	£168.00
Development Manager Team Leader	£135.00	£142.00
Principal Planner	£120.00	£126.00
Urban Design	£120.00	£126.00
Heritage Officer	£110.00	£115.00
Senior Planner	£110.00	£115.00
Planner	£100.00	£105.00
Other Specialist Advice from other parts of Hart District Council	£110.00	£115.00
Project Management / Administration	£100.00	£105.00

Fees & Charges 2022/2023

2021/2022		2022/2023	
Charge excl VAT	Gross Charge	Charge excl VAT	Gross Charge

Planning Policy Fees

Sales of Strategic Planning Documents

	2021/2022	2021/2022	2022/2023	2022/2023
Hart Local Plan (Strategy and Sites) April 2020 (written statement only)	£50.00	£50.00	£50.00	£50.00
Saved Policies document (May 2020)	£30.00	£30.00	£30.00	£30.00

Policies Map

* District-wide policies map (A3 in size) and 43 ins	£50.00	£50.00	£50.00	£50.00
Policies Map – individual maps (A3 size)	£5.00	£5.00	£5.00	£5.00

For copies of technical studies and other planning policy reports, photocopying and digital charges apply.

Self & Custom Build Housebuilding Register

Joining fee for Part 1 of the register (Individual)	£75.00	£75.00	£75.00	£75.00
Joining fee for Part 1 of the register (Association)	£125.00	£125.00	£125.00	£125.00
Joining fee for Part 2 of the register (Individual)	£75.00	£75.00	£75.00	£75.00
Joining fee for Part 2 of the register (Association)	£125.00	£125.00	£125.00	£125.00
Annual fee for Part 1 of the register (Individual)	£30.00	£30.00	£30.00	£30.00
Annual fee for Part 1 of the register (Association)	£30.00	£30.00	£30.00	£30.00
Annual fee for Part 2 of the register (Individual)	£0.00	£0.00	£0.00	£0.00
Annual fee for Part 2 of the register (Association)	£0.00	£0.00	£0.00	£0.00

Fees & Charges 2022/2023

2021/2022		2022/2023	
Charge excl. VAT	Gross Charge	Charge excl. VAT	Gross Charge

Regulatory Fees

Dog Seizure and Kennelling				
Seizure				
Prescribed amount	£25.00	£25.00	£25.00	£25.00
The 'Prescribed Amount' will only be payable for the lifespan of that particular dog or in the event of				
Admin Fee	£10.00	£10.00	£10.00	£10.00

Kennelling charges				
1st Day - not to kennels	£30.83	£37.00	£31.67	£38.00
1st Day - Whether or not overnight	£60.83	£73.00	£62.50	£75.00
Subsequent Days	£13.33	£16.00	£14.17	£17.00

Charges to parishes for Dog Warden				
Hourly rate	£25.00	£30.00	£25.83	£31.00

Micro chipping				
1st Dog	Refer to vets	Refer to vets	Refer to vets	Refer to vets
Subsequent Dog	Refer to vets	Refer to vets	Refer to vets	Refer to vets
Benefit Claimants				
1st Dog	Refer to vets	Refer to vets	Refer to vets	Refer to vets
Subsequent Dog	Refer to vets	Refer to vets	Refer to vets	Refer to vets

Pest Control				
We only provide pest control services to domestic premises				
We will treat for wasps in schools and public spaces				
Reduced charges apply to those in receipt of a means tested benefit e.g. Council Tax (not single person)				

Rodent Control				
Domestic properties-per treatment (up to 4 visits).				
Full Charge	£59.17	£71.00	£60.83	£73.00
Benefit Fees - A	£23.33	£28.00	£24.17	£29.00
Benefit Fees - B	£0.00	£0.00	£0.00	£0.00

Domestic properties-where the infestation is not controlled after initial 4 visits.(per visit)				
Full Charge	£18.33	£22.00	£19.17	£23.00
Benefit Fees - A	£10.00	£12.00	£10.00	£12.00
Benefit Fees - B	£10.00	£12.00	£10.00	£12.00

Wasps nests				
Domestic properties				
Single nest				
Full Charge	£54.17	£65.00	£55.83	£67.00
Benefit Fees - A or B	£36.67	£44.00	£37.50	£45.00

Regulatory Fees Continued	2021/2022		2022/2023	
	Charge excl. VAT	Gross Charge	Charge excl. VAT	Gross Charge

Wasps nests				
Each additional nest				
Full Charge	£23.33	£28.00	£24.17	£29.00
Benefit Fees - A or B	£23.33	£28.00	£24.17	£29.00

Abortive wasps nest	£34.17	£41.00	£35.00	£42.00
---------------------	--------	--------	--------	--------

Insects (other than wasps and bedbugs), fleas and cockroaches				
Domestic properties				
Up to 3 bedrooms				
Full Charge	£76.67	£92.00	£79.17	£95.00
Benefit Fees - A or B	£45.83	£55.00	£47.50	£57.00

Additional room fee				
Full Charge	£23.33	£28.00	£24.17	£29.00
Benefit Fees - A or B	£23.33	£28.00	£24.17	£29.00

Bedbugs				
Domestic properties				
Up to 3 bedrooms				
Full Charge	£111.67	£134.00	£115.00	£138.00
Benefit Fees - A or B	£76.67	£92.00	£79.17	£95.00

Additional room fee				
Full Charge	£23.33	£28.00	£24.17	£29.00
Benefit Fees - A or B	£23.33	£28.00	£24.17	£29.00

Food Hygiene and Health and Safety				
Food hygiene re-rating request				
Re-rating Fee	£0.00	£0.00	£175.00	£175.00
Certificates for export foods				
Normal hours	£293.33	£352.00	£302.50	£363.00
Unsocial hours	£314.17	£377.00	£324.17	£389.00

Courses				
Basic food hygiene	£62.50	£75.00	£64.17	£77.00
Basic health and safety	£62.50	£75.00	£64.17	£77.00

Regulatory Fees Continued

2020/21		2021/22	
Charge excl. VAT	Gross Charge	Charge excl. VAT	Gross Charge

Voluntary surrender of food

Up to 500kg	£113.33	£136.00	£116.67	£140.00
Over 500kg for each additional 1,000kg or part thereof	£43.33	£52.00	£45.00	£54.00

Commercial

Acupuncture, Skin Piercing, Tattooing and Electrolysis - premise licence	£200.00	£200.00	£206.00	£206.00
Acupuncture, Skin Piercing, Tattooing and Electrolysis - personnel licence	£200.00	£200.00	£206.00	£206.00

Drinking Water Sampling

Sampling Visit	£60.00	£72.00	£61.67	£74.00
The cost of analysis of samples will be added to the charge				

Private Water Supply Sampling

Risk assessment (per assessment)				
Large/Commercial/Public Spaces	£410.00	£410.00	£423.00	£423.00
Small supplies (less than 10m ³ /50 persons)	£295.00	£295.00	£304.00	£304.00
Single/Residential (non sta requests only)	£175.00	£175.00	£181.00	£181.00
Sampling (Per visit)	£60.00	£60.00	£62.00	£62.00
Investigation	£100.00	£100.00	£103.00	£103.00
Granting authorisation (Each)	£100.00	£100.00	£100.00	£100.00
Sample Analysis-Reg 10	£25.00	£25.00	£25.00	£25.00
Sample Analysis-Check monitoring	£40.00	£40.00	£40.00	£40.00

Information Requests

Pre-Application Environmental Enquiries				
Householder Enquiry:				
Dealing with written enquiries	£39.17	£47.00	£40.83	£49.00
1 hour appointment in the Offices	£39.17	£47.00	£40.83	£49.00
30 minute appointment on site	£39.17	£47.00	£40.83	£49.00

Non - Householder Enquiry:

Dealing with written enquiries	£58.33	£70.00	£60.00	£72.00
1 hour appointment in the Offices	£41.67	£50.00	£43.33	£52.00
45 minute appointment on site	£58.33	£70.00	£60.00	£72.00

Commercial Enquiry/Large Scale/ MAJOR Application

Dealing with written enquiries	£79.17	£95.00	£81.67	£98.00
1 hour appointment in the Offices	£79.17	£95.00	£81.67	£98.00
1 hour appointment on site	£79.17	£95.00	£81.67	£98.00

Additional detailed specialist advice is charged at an hourly rate of	£100.00	£100.00	£103.00	£103.00
---	---------	---------	---------	---------

Regulatory Fees Continued

2021/2022		2022/2023	
Charge excl. VAT	Gross Charge	Charge excl. VAT	Gross Charge

Contaminated Land				
Single Resident Properties	£84.17	£101.00	£86.67	£104.00
Multiple Resident Properties	£146.67	£176.00	£151.67	£182.00
Commercial Properties	£146.67	£176.00	£151.67	£182.00
List of Part B, EPA Processes	£75.83	£91.00	£78.33	£94.00

Scrap Metal Dealers (3 Year Licence)				
Three year Site Licence	£326.67	£392.00	£337.50	£405.00
Three year Collectors Licence	£293.33	£352.00	£302.50	£363.00
Variation of a licence	£95.00	£114.00	£98.33	£118.00
Replacement licence - site	£29.17	£35.00	£30.00	£36.00
Replacement licence - collector	£45.00	£54.00	£46.67	£56.00

Fees & Charges 2022/2023

2021/2022		2022/2023	
Charge excl. VAT	Gross Charge	Charge excl. VAT	Gross Charge

Technical Fees

Temporary Traffic Regulation Orders				
Admin Fee for Road Closure adverts & processing	£1,800.00	£1,800.00	£1,900.00	£1,900.00
Advert charged depending on size, approximately	£386.00	£386.00	POA	POA
Traffic Regulation Orders - parking bay suspension by notice - per bay	£0.00	£0.00	£125.00	£125.00
Town Police Clauses Act – organised by a non-profit making group (with no sufficient commercial gain)	£0.00	£0.00	£1,900.00	£1,900.00
Town Police Clauses Act - Where the event is organised by a non profit making organisation / charity but there is a significant commercial element	£0.00	£0.00	£1,900.00	£1,900.00
Town Police Clauses Act – organised by a profit making group	£0.00	£0.00	£1,900.00	£1,900.00
Special Events Orders under Section 16A-C of the Road Traffic Regulation Act 1984	£0.00	£0.00	£1,900.00	£1,900.00

Table Licence				
Annual Tables and Chairs Licence	£225.00	£225.00	£225.00	£225.00

Tourist Sign application				
Preliminary enquiry and/or application	£253.00	£253.00	£253.00	£253.00
Provision of signs including manufacture, supply and erection. Actual cost varies according to number and				
Administration including sign scheme design 20% subject to £50 minimum charge	£50.00	£50.00	£50.00	£50.00
Supervision including ordering work and inspection 10% subject to £50 minimum charge	£50.00	£50.00	£50.00	£50.00
Maintenance 10% subject to £50 minimum charge	£50.00	£50.00	£50.00	£50.00

Single Access Protection Markings				
Single Access Drive	£150.83	£181.00	£175.00	£210.00
Double Access Drive	£185.83	£223.00	£215.00	£258.00

Drainage pre-application planning enquiry				
	Hours	Cost	Hours	Cost
Householder enquiry				
Single meeting on-site and a written response relating to one proposal	2	130.00	2	130.00
Desktop assessment and written response no meeting	1	65.00	1	65.00
Desktop assessment and written response and a 1 hour meeting	2	130.00	2	130.00
Additional site meeting if required	1	65.00	1	65.00

Fees & Charges 2022/2023

Technical Fees Continued

2021/2022		2022/2023	
Charge excl. VAT	Gross Charge	Charge excl. VAT	Gross Charge

Developer enquiry				
Desktop assessment and written response on single flood risk issue	2	130.00	2	130.00
Desktop assessment and written response on more than one flood risk issue	3	160.00	3	195.00
Site meeting if required	1	65.00	1	65.00

Fees & Charges 2022/2023

2021/2022		2022/2023	
Charge excl. VAT	Gross Charge	Charge excl. VAT	Gross Charge

Waste Management Fees

Sale of Domestic Refuse Bins			
Sale of 240 L refuse bin - New Properties	£58.33	£70.00	£72.00
Sale of 140 L refuse bin - New Properties	£40.83	£49.00	£50.00
Sale of 240 L refuse bin - Replacement for existing properties	£34.17	£41.00	£42.00
Sale of 140 L refuse bin - Replacement for existing properties	£34.17	£41.00	£42.00
Sale of 240 L recycling bin - New Properties	£29.17	£35.00	£36.00
Sale of 140 L recycling bin - New Properties	£29.17	£35.00	£36.00
Sale of 240 L recycling bin - Replacement for existing properties	£29.17	£35.00	£36.00
Sale of 140 L recycling bin - Replacement for existing properties	£29.17	£35.00	£36.00
Sale of 240 L refuse bin & 240 L recycling bin- New Properties	£86.67	£104.00	£107.00
Sale of 140 L refuse bin & 140 L recycling bin - New Properties	£69.17	£83.00	£85.00
Sale of 240 L refuse bin & 240 L recycling bin - Replacement for existing properties	£34.17	£41.00	£42.00
Sale of 140 L refuse bin & 140 L recycling bin - Replacement for existing properties	£34.17	£41.00	£42.00
Upgrade (Exchange) 140 L refuse bin for 240 L refuse bin	£30.00	£36.00	£37.00
Downgrade (Exchange) 240 L refuse bin for 140 L refuse bin	£18.33	£22.00	£23.00
Upgrade (Exchange) 140 L recycling bin for 240 L recycling bin	£30.00	£36.00	£37.00
Downgrade (Exchange) 240 L recycling bin for 140 L recycling bin	£30.00	£36.00	£37.00
Glass Crate	£6.67	£8.00	£8.00
Glass 140 litre bin	£29.17	£35.00	£36.00
240 L garden waste bin - If subscription required see prices below	£35.00	£35.00	£36.00
140 L garden waste bin - If subscription required see prices below	£35.00	£35.00	£36.00

Waste Management Fees Continued

2021/2022		2022/2023	
Charge excl. VAT	Gross Charge	Charge excl. VAT	Gross Charge

Sale of Eurobins
Prices on application to Environmental Maintenance Team 01252 774183

Bulky Waste Charges				
1 Item	£33.33	£40.00	£34.17	£41.00
2 Items	£42.50	£51.00	£44.17	£53.00
3 Items	£51.67	£62.00	£53.33	£64.00
4 Items	£59.17	£71.00	£60.83	£73.00
5 Items	£78.33	£94.00	£80.83	£97.00
6 Items	£97.50	£117.00	£100.83	£121.00
7 Items	£108.33	£130.00	£111.67	£134.00
8 Items	£124.17	£149.00	£127.50	£153.00

Green Waste Collection - Subscriptions only for wheeled bins see prices above				
Minimum annual subscription (1 sack).	£44.17	£53.00	£45.83	£55.00
Additional sacks (above min subscription)	£22.50	£27.00	£23.33	£28.00
140 litre Wheeled Bin Green Waste Collection	£44.17	£53.00	£45.83	£55.00
140 litre Wheeled Bin Green Waste Collection - concessions	£22.50	£27.00	£23.33	£28.00
240 litre Wheeled Bin Green Waste Collection	£65.00	£78.00	£66.67	£80.00
240 litre additional Wheeled Bins - Concessions	£44.17	£53.00	£45.83	£55.00

Appendix 3 – Budget Changes

Net Cost of Services							
Values	Community	Corporate	Place	Tech&Env	Accounting Adjustments		Total
Budget 2020/21	1,433,280	6,142,697	2,422,322	2,304,728	-1,508,678		10,794,349
Staff Inflation	-1,115	-166,548	84,801	133,076	0		50,214
Contract Inflation	29	728,725	84,938	195,141	0		1,008,833
New Initiatives	40,466	5,000	109,312	326,365	0		481,143
Service Delivery - growth	39,077	383,122	163,464	165,500	0		751,163
Insurances	9,503	-15,471	612	-13,315	0		-18,671
Zero Based Cost of Service	-502,594	-106,268	-499,035	35,128	502,750		-570,019
Draft Budget 2021/22	1,018,646	6,971,257	2,366,414	3,146,623	-1,005,928		12,497,012

Community								
Cost Centre	Budget 2021/2022	Staff Inflation	Contract Inflation	New Initiatives	Service Delivery Growth	Insurances	Zero based cost of service	Draft Budget 2021/22
Community Safety	240,146	11,500	-	28,466	560	2,158	- 121,772	161,058
Housing Needs Service	443,046	42,578	-	12,000	35,661	3,812	43,211	580,308
Private Sector Housing	218,141	- 26,707	29	-	994	1,047	- 22,767	170,737
Social Inclusion & Partnership	397,578	- 32,664	-	-	138	2,288	- 393,037	- 25,697
Strategic Housing Services	134,369	4,178	-	-	1,724	198	- 8,229	132,240
Grand Total	1,433,280	- 1,115	29	40,466	39,077	9,503	- 502,594	1,018,646

Appendix 3 – Budget Changes

Corporate Services	Corporate				Service		Zero based	
Row Labels	Budget 2021/2022	Staff Inflation	Contract Inflation	New Initiatives	Delivery Growth	Insurances	cost of service	Draft Budget 2021/22
5 Council Contract - Capita	2,497,226	-	219,698	-	-	-	562,871	2,154,053
Basingstoke Waste Contract	-	-	-	-	-	-	-	-
Civic Function & Chairman	3,500	-	-	-	1,500	-	500	4,500
Clinical and Bulky	- 21,746	-	2,201	-	-	-	10,268	- 29,813
Commercialisation	194,973	38,703	-	-	8,609	7,378	256,684	- 7,021
Corporate Communication	214,014	- 48,161	5,903	-	9,124	894	40,760	141,014
Corporate Finance	497,999	- 12,912	-	-	322,604	- 26,891	111,158	891,958
Corporate Performance Team	77,175	2,110	-	-	-	298	482	79,101
COVID19	263,562	-	-	-	-	-	263,562	-
Customer Services Contracts	36,211	528	8,200	-	250	38	151,879	197,106
Digitalisation	76,138	2,738	-	-	-	244	669	78,451
External Audit	107,100	-	5,569	-	-	-	12,000	100,669
Frogmore LC Building	175,000	-	-	-	-	-	-	175,000
Hart Election Costs	151,740	- 2,547	51	-	23,224	- 3	508	171,957
Hart Lottery	-	-	-	-	-	-	-	-
Housing/Council Tax Benefits	- 120,000	-	-	-	-	-	361,026	241,026
HR Contract	120,892	18,884	8,411	5,000	424	966	32,280	122,297
Internal Audit	101,887	- 42,056	52,867	-	-	317	1,194	111,821
IT Contract	356,395	- 3,754	164,158	-	1,780	2,115	19,632	501,062
Leadership Team	665,722	42,184	2,922	-	488	4,246	42,166	673,396
Legal Services	334,243	520	15,700	-	20	29	10,423	340,089
Leisure Centres	- 635,213	1,975	-	-	21	- 7,204	132,036	- 508,385
New Settlement	26,938	- 129,160	-	-	-	-	102,222	-
Non Distributed Costs	168,454	-	-	-	-	-	168,454	-
Odiham Welcome Back Fund	-	-	-	-	-	-	-	-
Rechargeable Elections	-	-	15,228	-	-	-	15,228	-
Register Of Electors	149,252	- 16,839	161	-	30	- 7	549	132,048
Revenues & Benefits Contract	- 397,020	-	-	-	-	-	1,980	- 399,000
Support To Elected Bodies	382,435	14,337	2,901	-	15,048	2,109	21,069	395,761
Waste Client Team	- 1,080,569	- 33,098	43,844	-	-	-	470,567	- 599,256
Waste Contract	1,775,012	-	180,911	-	-	-	27,500	1,983,423
Waste Education & Comms	21,377	-	-	-	-	-	1,377	20,000
Grand Total	6,142,697	- 166,548	728,725	5,000	383,122	- 15,471	- 106,268	6,971,257

Appendix 3 – Budget Changes

Place Row Labels	Corporate				Service		Zero based	Draft Budget 2021/22
	Budget 2021/2022	Staff Inflation	Contract Inflation	New Initiatives	Delivery Growth	Insurances	cost of service	
Admin Bldgs - R & M	626,145	1,731	25,977	76,414	3,600	- 4,421	- 198,621	530,825
Building Control - Fee Earning	- 94,725	7,945	11,440	-	-	29	- 97,721	- 173,032
Building Control - Non-Fee	101,054	7,945	4,680	-	-	29	-	113,708
Business Support Staff	780,776	14,439	7,496	-	9,544	5,286	- 48,379	769,162
Corporate - Apprentices	23,063	66,406	-	-	-	-	- 15,000	74,469
Dog Warden	67,834	- 32,693	24,879	-	10,822	- 3,819	- 12,826	54,197
Economic Development	45,882	4,058	-	10,000	6,300	244	30,067	96,551
Env Health Commercial	194,349	28,080	875	-	5,272	1,845	- 50,961	179,460
Environmental Protection	260,511	- 18,344	-	7,898	3,685	1,011	- 1,257	253,504
Hackney Carriages	- 44,518	182	4,104	-	-	14	20,330	- 19,888
Hart Development	54,627	- 222	-	-	500	418	- 51,116	4,207
Health & Safety	33,050	2,378	-	-	-	311	- 6,093	29,646
Licences	- 9,379	182	4,320	-	-	14	37,282	32,419
Local Land Charges	- 112,773	-	-	-	-	-	22,773	- 90,000
Neighbourhood Planning	45,598	-	-	-	-	-	- 45,598	-
Out Of Hours Noise Service	14,765	- 5,765	-	-	1,398	- 601	- 328	9,469
Pest Control	1,499	3,375	-	-	-	14	- 629	4,259
Planning Development	5,657	4,780	1,167	-	121,127	924	31,339	164,994
Planning Policy	396,050	-	-	15,000	1,200	- 790	- 96,991	314,469
Print Room & Photocopying	36,047	-	-	-	-	-	- 18,097	17,950
Street Naming & Numbering ²	- 3,190	324	-	-	16	104	2,791	45
Grand Total	2,422,322	84,801	84,938	109,312	163,464	612 - 499,035		2,366,414

Technical & Environmental Row Labels	Corporate				Service		Zero based	Draft Budget 2021/22
	Budget 2021/2022	Staff Inflation	Contract Inflation	New Initiatives	Delivery Growth	Insurances	cost of service	
Biodiversity	56,372	6,130	404	-	7,801	208	- 2,240	68,675
Bramshot Farm	237,399	18,057	-	40,500	2,500	1,856	- 2,395	297,917
CCTV	219,552	- 1,087	- 37,801	-	8	- 10	- 4	180,658
Churchyards	18,563	2,704	-	-	-	44	- 1,995	19,316
Climate Change	39,546	16,820	1,600	250,000	2,940	705	- 457	311,154
Commons excl Odiham	25,226	24,326	-	-	-	- 3,344	- 22,877	23,331
Edenbrook Country Park	123,456	41,977	-	31,865	2,860	2,750	14,049	216,957
Elvetham Heath Nature Reserve	19,650	7,474	-	-	-	- 3,799	- 9,941	13,384
Emergency Planning	31,796	339	1,040	-	-	- 154	4,293	37,314
Environment Promotion Strategy	356,457	- 134,831	4,694	-	11,025	- 6,153	- 59,142	172,050
Estates/Asset Management	128,219	24,058	- 38,519	-	2,822	- 4,707	- 6,841	105,032
Fleet Pond	123,828	15,915	-	-	3,744	- 3,242	- 1,075	139,170
Grounds Mtn Contract	356,737	7,430	86,266	-	-	47	- 27,651	422,829
Hart Drainage	87,278	7,844	-	-	6,185	203	- 3,708	97,802
Highways Traffic Management	97,626	- 4,940	-	-	4,560	624	- 115,765	- 17,895
Land Repossessions	-	-	-	-	-	-	4,480	4,480
Landscape & Conservation	59,453	3,919	-	-	80	324	- 719	63,057
Odiham Common	9,113	30,856	-	-	2,150	- 3,272	- 6,620	32,227
OFF Street Parking	- 577,013	2,693	25,057	-	9,435	4,312	249,146	- 286,370
ON Street Parking	66,271	2,861	14,438	-	2,090	- 2,726	25,813	108,747
Small SANG Sites	34,097	48,760	-	-	78,300	2,340	555	164,052
Street Cleaning	604,284	7,546	137,962	-	-	108	6,968	756,868
Street Furniture	8,955	170	-	-	-	14	- 13	9,126
Tree Preservation Orders ²	177,863	4,055	-	4,000	29,000	557	- 8,733	206,742
Grand Total	2,304,728	133,076	195,141	326,365	165,500	- 13,315	35,128	3,146,623

Appendix 4 – Capital Programme

Service Area and Description	2022/2023	2023/2024	2024/2025	Source of Funding
	Budget request	Estimate	Estimate	
	£000	£000	£000	
Disabled Facilities Grant	867	867	868	Grant - Better Care Fund
Developer loans to deliver more affordable housing – repayable and business case subject to separate Cabinet approval	300	0	0	S106 - Earmarked Reserve Housing
Householder loans for 5-6 people to prevent homelessness – repayable and business case subject to separate Cabinet approval	650	0	0	S106 - Earmarked Reserve Housing
Total Community Services	1,817	867	868	
CheckPoint Gateway refresh	30	0	0	Digital Transformation Reserve
Corporate Internet Contract migration and project costs.	25	0	0	Digital Transformation Reserve
On-Premise Backup upgrade	35	0	0	Department for Levelling Up Cyber Funding
Total Corporate Services	90	0	0	
3 x Electric Service Vehicles	70	0	0	SANGs Reserve
Bramshot Farm	340	500	0	SANGS Reserve
Countyside Stewardship (2)	134	0	0	£12k HDC £132K DEFRA
Edenbrook Country Park Teen Health	65	0	0	S106
Edenbrook Country Park Visitor Improvements	158	0	0	SANGS Reserve
Fleet Pond Green Grid Ecology	25	0	0	S106
Fleet Pond Green Grid Engineering	373	0	0	EM3 LEP Funding Grant
Fleet Pond Visitor Enhancement	31	0	0	S106
Fleet Pond Green Grid A3013 Crossing	75	0	0	EM3 LEP Funding Grant
Hazeley Heath Access Improvements	30	0	0	S106
Kingsway Flood Alleviation Scheme	54	0	0	Environment Agency funding already received and held in reserves
Mill Corner Flood Alleviation Scheme	27	0	0	As above
Phoenix Green Flood Alleviation Scheme	70	0	0	Environment Agency and Vivid Housing
Small SANG Sites	185	0	0	SANG's Reserve
Total Environmental and Technical Services	1,636	500	0	
Council Totals	3,543	1,367	868	