

BUDGET

2022/23

Report to Council

8th March 2022



**NEWARK &
SHERWOOD
*DISTRICT COUNCIL***

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POLICY & FINANCE COMMITTEE

21 FEBRUARY 2022

2022/23 PROPOSED GENERAL FUND REVENUE BUDGET

1.0 Purpose of Report

- 1.1 To enable the Policy & Finance Committee to consider the spending proposals in the council's proposed 2022/23 General Fund revenue budget.
- 1.2 To enable the Committee to make recommendations on the 2022/23 General Fund revenue budget to Full Council for its meeting on 8 March 2022.

2.0 Background Information

- 2.1 This report sets out details of the council's proposed General Fund revenue budget for the 2022/23 financial year. The budget proposals were formulated in accordance with the framework set out in the council's Constitution, and builds on the draft 2022/23 GF revenue budget reports presented to each functional Committee last month. The GF revenue budget has been prepared in accordance with the council's budget setting strategy for 2022/23 which was approved by this Committee on 24 June 2021.
- 2.2 The 2022/23 General Fund revenue budget has accordingly been derived from the 2022/23 base budget within the 2021/22 - 2024/25 (2021/25) Medium Term Financial Plan (MTFP) approved by Full Council on 9 March 2021. This has been adjusted for changes which have been approved by either SLT or this Committee since 9 March 2021; changes in inflation and other assumptions; and growth and efficiencies proposed by services.

3.0 Financial Summary

- 3.1 The council's proposed 2022/23 General Fund (GF) revenue budget is shown in further detail in **Appendices A1** and **A2** to this report. The current overall position is summarised below:

Line in Appendix A1		2022/23 (£)
5	Total service budgets	17,033,710
10	Total other operating income & expenditure	1,473,270
15	Total financing and investment income & expenditure	(300,790)
25 & 26	Less capital reversals	(2,670,280)
	Total Expenditure	15,535,910
16 to 20	Other government grants	(568,380)
22 & 23	Non-Domestic Rates (NDR) (Business Rates)	(6,403,440)
27 to 29	Contributions to or (from) Usable Reserves	(632,290)
32	Net call on Council Tax	7,931,800
33 & 34	Council Tax Adjustments	(285,740)
35	Amount to collect through Council Tax	7,646,060

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3.2 As the total service budgets (line 5 of **Appendix A1**) include capital costs, the table below breaks down the total service budgets for each Committee by the amounts which relate to capital costs and which relate to cash budgets:

Line in Appendix A1	Committee	2022/23 base budget (March 2021) (£)	2022/23 base budget (February 2022) (£)	Variance (£)
Without Capital costs	Economic Development (ED)	1,411,975	1,630,630	218,655
	Homes & Communities (H&C)	2,107,270	2,066,200	(41,070)
	Leisure & Environment (L&E)	4,349,980	4,949,010	599,030
	Policy & Finance (P&F)	5,555,840	5,717,590	161,750
	Cash Service Budgets	13,425,065	14,363,430	938,365
Capital costs	Economic Development (ED)	588,900	643,120	54,220
	Homes & Communities (H&C)	251,000	166,980	(84,020)
	Leisure & Environment (L&E)	1,023,400	1,394,710	371,310
	Policy & Finance (P&F)	396,600	465,470	68,870
25 & 26	Capital Service Budgets	2,259,900	2,670,280	410,380
1	Economic Development (ED)	2,000,875	2,273,750	272,875
2	Homes & Communities (H&C)	2,358,270	2,233,180	(125,090)
3	Leisure & Environment (L&E)	5,373,380	6,343,720	970,340
4	Policy & Finance (P&F)	5,952,440	6,183,060	230,620
5	Total Service Budgets	15,684,965	17,033,710	1,348,745

3.3 The table below shows how the 2022/23 base budget approved by Full Council on 9 March 2021, has been adjusted for changes which have been approved by either SLT or this Committee since 9 March 2021; changes in inflation and other assumptions; and growth and efficiencies proposed by services.

3.4 Information regarding the variances between the 2022/23 base budgets approved by Full Council in March 2021 and the current proposed 2022/23 base budgets can be found in **Appendices C1-C4**.

Committee	2022/23 base budget (March 2021) (£)	Approved changes	Assumption changes	Growth	Efficiencies	2022/23 base budget (February 2022) (£)	Variance (£)
ED	1,411,975	167,730	20,995	242,840	(212,910)	1,630,630	218,655
H&C	2,107,270	46,180	(144,580)	57,330	0	2,066,200	(41,070)
L&E	4,349,980	71,070	152,180	382,600	(6,820)	4,949,010	599,030
P&F	5,555,840	27,870	174,360	159,310	(199,790)	5,717,590	161,750
Non-Capital	13,425,065	312,850	202,955	842,080	(419,520)	14,363,430	938,365

4.0 Development of Proposed 2022/23 General Fund Revenue Budget

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- 4.1 The development of the proposed 2022/23 General Fund budget was set out in the Budget Strategy document that was presented to Policy and Finance Committee 24 June 2021. This set out the strategy for the year which was to build upon the notional 2022/23 budget as compiled in the preparation of the MTFP for the 2021/22 to 2024/25 which was approved by Council on 9 March 2021.
- 4.2 This report therefore sets out how the changes that have been considered by Members throughout the current financial year (through reports to operational committees with approval from Policy and Finance Committee), changes in assumptions around inflation together with forecasted growth and efficiencies have affected that position in order to generate the proposed budget in this report.
- 4.3 This budget has been considered by each of the operational committees during the January cycle of meetings and hence recommended on from each of them based on the anticipated resources needed to deliver their relevant areas of the Councils approved Community Plan.
- 4.4 The proposed 2022/23 General Fund revenue budget collates various types of information, such as the:
- a) level of government grant receivable;
 - b) expected level of council tax and business rates income;
 - c) expected level of other income, such as from fees and charges;
 - d) expected level of spend on employees; and
 - e) expected use of reserves.
- 4.5 The sub-sections in this part of the report summarise these and other areas of importance.

Local Government Finance Settlement: Settlement Funding Assessment (SFA)

- 4.6 The annual Local Government Finance Settlement provides councils with the amount of government grant and other information crucial for setting the next financial year's budget. The provisional settlement was announced on 16 December 2021, and the final settlement was announced on 08 February 2022.
- 4.7 The Settlement Funding Assessment (SFA) which the government will give councils next year is a combination of Revenue Support Grant (RSG) and the council's local share of redistributed business rates.
- 4.8 The government will pay Newark and Sherwood £3.765m in SFA for 2022/23. This amount has effectively been the same since 2020/21 with inflationary increases in RSG. The table below breaks down the council's SFA for the four financial years between 2019/20 and 2022/23. This shows an increase in government funding of 1.7% over that period.

	2019/20 (£)	2020/21 (£)	2021/22 (£)	2022/23 (£)
Revenue Support Grant (RSG)	82,785	84,134	84,599	87,743
Baseline Funding Level (BFL)	3,618,775	3,677,736	3,677,736	3,677,736
Settlement Funding Assessment (SFA)	3,701,560	3,761,870	3,762,335	3,765,479

- 4.9 The freeze in the 2022/23 SFA is because of delays to government’s reform of the local government finance system. The government’s planned reforms are mainly to increase the proportion of business rates retained locally; and to make fairer the government’s annual funding allocations for local authorities. The government previously intended for these reforms to take effect from 2020/21, though now intends for these reforms to take effect from 2023/24. In light of another one year delay, the government have rolled forward the 2021/22 settlement for 2022/23. This is through both the Fair Funding Review and the reset and review of the Business Rates baselines.
- 4.10 In addition to the council’s BFL payment from the government, the council may also receive business rates from the Nottinghamshire Business Rates Pool and retain a proportion of locally generated business rates. Further details can be found in paragraph 4.42.

Proposed 2022/23 Council Tax

- 4.11 Chapter IVA (Limitation of Council Tax and Precepts) of the *Local Government Finance Act 1992* requires billing authorities to hold referenda if their relevant basic amount of council tax for a financial year is in excess of a set of principles determined by the Secretary of State.
- 4.12 An authority’s relevant basic amount of council tax is its average band D council tax excluding local precepts. The relevant basic amount of council tax for Newark & Sherwood District Council (NSDC) includes the levy that Internal Drainage Boards charge the Council.
- 4.13 Since 2016/17, shire district councils have been able to increase council tax by the greater of the core principle or £5.00 without holding referenda. For 2018/19 and 2019/20, the core principle was 3%; and for all other years, 2%.
- 4.14 The proposed core principle for 2022/23 is 2%. The government’s proposed council tax referendum principle for shire district councils therefore permits increases in the council’s 2022/23 relevant basic amount of council tax of up to (and including) the greater of 1.99% or £5.00 without holding a referendum.
- 4.15 The assumed council tax increase within these budget papers is an increase in the band D equivalent of 1.94%, or £3.53 per year based on the band D average. As 74% of the properties in Newark and Sherwood are in bands A to C, the increase for these properties will be less than £3.53 per year.
- 4.16 The council tax base (being the number of band D equivalent properties within the district) assumes a 3.01% increase on 2021/22, to account for both a change in methodology and increase in number of properties within the District.

Proposed 2022/23 Budget – General Principles

- 4.17 The appropriate bases agreed in the Budget Strategy and used in the preparation of the budget are:

a)	Employees	Some of the main assumptions used to budget for employee costs for 2022/23 are:
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		<ul style="list-style-type: none"> - a 2% annual increase in basic pay, in addition to an assumed 2% increase for 2021/22; - a 1.25% increase in the council's rate of National Insurance (NI) contributions; - an increase in pay point for employees not at the post's highest pay point; and - a 4.0% vacancy rate. <p>4.0% of the council's total salary budget, or £659,930, has been budgeted to be saved from posts that remain vacant for a period of time before being filled.</p>
b)	Employer's Superannuation	<p>Pension-related costs have been budgeted for in line with the actuarial review which took place as at 31 March 2019 for the three years between 2020/21 and 2022/23.</p> <p>The council's budgeted pension-related costs have increased, because its total 2022/23 basic pay budgets have increased. The council's primary rate (charged as a proportion of basic salary at employee level) is 17.5%.</p> <p>The council's secondary rate (Appendix A1, line 7) (a fixed contribution to past service costs) for 2022/23 is notionally the same as for 2021/22. The reason the cost is notional is because the council has already paid its secondary rate costs for 2022/23. The council received a discount for paying its secondary rate costs for the three years between 2020/21 and 2022/23 in 2020/21.</p>
c)	General Inflation	<p>Most income budgets and non-pay expenditure budgets have been uplifted by 3%. Specific budgets have had larger increases on where applicable. Some costs, such as insurance and utilities, are expected to increase by more than 2%; and others, such as fixed-price goods and services, are expected to increase by less than 2%.</p>
d)	Average Interest Rate re External Debt	<p>The council's General Fund borrowing will be in accordance with the Prudential Code for Capital Finance in Local Authorities. The cost of borrowing will depend on the rates available at the time that funding is required.</p>
e)	Capital Charges	<p>The proposed budgets for each Committee (Appendix A1, lines 1-4) includes the notional costs of assets used in delivering services, so that the council can reflect the true cost of delivering services. Statute, however, requires these capital charges be reversed out (Appendix A1, lines 25 & 26) and replaced with the cost to the council taxpayer of the underlying capital decisions that have yet to be financed (Minimum Revenue Provision (MRP)) (Appendix A1, line 11). Legislation determines that council taxpayers cannot be charged for the notional costs of assets used.</p>
f)	Capital Financing Charges	<p>The council's General Fund (GF) revenue budget is charged when the council borrows to fund the purchase or creation of non-current assets. These charges will be in line with the council's Minimum Revenue Provision (MRP) policy for 2022/23 to be approved by Council on 8 March 2022.</p> <p>MRP is a charge to the taxpayer, calculated by apportioning the value borrowed for assets over their expected useful lives.</p>

Total Expenditure after Reversal of Capital Charges (Appendix A1)

4.18 Total council expenditure budgets in 2022/23 are £597,695 more than in 2021/22, after capital charges have been reversed (Appendix A1, lines 25 & 26).

Line		2022/23 base budget (March 2021) (£)	2022/23 base budget (February 2022) (£)	Variance (£)
5	Total service budgets	15,684,965	17,033,710	1,348,745
10	Total other operating income & expenditure	1,467,290	1,473,270	5,980
15	Total financing and investment income & expenditure	45,860	(300,790)	(346,650)
25 & 26	Reversal of Capital Charges	(2,259,900)	(2,670,280)	(410,380)
	TOTAL	14,938,215	15,535,910	597,695

4.19 The table below details the council's net budget requirement for 2022/23, broken down by gross expenditure and gross income:

Line		2022/23 gross expenditure (£)	2022/23 gross income (£)	2022/23 net expenditure (£)
	Total service budgets (Appendix A2)	47,155,390	(30,121,680)	17,033,710
10	Other operating income & expenditure	1,473,270	0	1,473,270
15	Total Financing and Investment income & expenditure	821,910	(1,122,700)	(300,790)
21 & 30	New Homes Bonus (NHB) (allocation to reserves)	1,572,880	(1,572,880)	0
25 & 26	Reversal of Capital Charges	(3,460,280)	790,000	(2,670,280)
	TOTAL	47,563,170	(32,027,260)	15,535,910

4.20 The main reasons for changes in 2022/23 service expenditure are listed below:

Reason for change in 2022/23 base budget (February 2022), compared to 2022/23 base budget (March 2021)	Variance (£)
Employee-related changes: includes retention payments for large goods vehicle (LGV) drivers in Environmental Services and establishment changes	327,450
Increase in management fee paid to Active4Today (A4T) (includes Southwell Leisure Centre Trust (SLCT))	245,410
Budgeted inclusion of 2022/23 Homelessness Prevention Grant	(232,540)
Reduction in recharges to Housing Revenue Account (HRA)	144,340
Inclusion of budgets for Queen's Platinum Jubilee and Community initiatives	100,000
Additional contribution to Newark Castle repairs and maintenance costs	89,720

- 4.21 Information regarding the variances between the 2022/23 base budgets approved by Full Council in March 2021 and the current proposed 2022/23 base budgets can be found in **Appendices C1-C4**.

2022/23 Employee Plan (Appendix F)

- 4.22 The council predicts that it will have 579.89 full-time equivalent (FTE) employees at the end of 2021/22. This is predicted to increase to 585.01 FTEs by the end of 2022/23. Any changes to the establishment from the 579.89 FTEs predicted at the end of 2021/22 will require the relevant approvals, and have not currently been budgeted for.

Fees and Charges Review

- 4.23 The fees and charges for many services administered by the local authority are set by statute. The amounts for these, and their timing and review, are therefore prescribed by central government. There remains, however, many services where the council has the ability to review and if necessary amend its charges or charging regime.
- 4.24 In accordance with the council's Constitution, each service area should consider the level of fees and charges to be implemented in the following financial year as part of the process of service planning and budget setting.
- 4.25 The proposals for the levels of fees and charges to be implemented from 1 April 2022 were subject to scrutiny by each of the Committees during the January cycle and have now been updated where appropriate. The council is currently budgeting to receive £5.244m of income from fees and charges in 2022/23. This is a decrease of £0.096m from 2021/22.
- 4.26 The table below summarises the services which provide the council with most of its fees and charges income, and the fees and charges income budgeted from these services for 2022/23:

Service	2022/23 base budget (March 2021) (£)	2022/23 base budget (February 2022) (£)	Summary
Trade Waste, Recycling and Garden Bins	1,672,020	1,601,150	Businesses based in Newark and Sherwood have to pay for their waste to be collected and disposed of. Nottinghamshire County Council sets the waste disposal charges for all district and borough councils in the county, through its statutory role as the Waste Disposal Authority for these authorities. Further details of these and the other proposed charges for 2022/23 can be found in Appendix E12 .
Car and Lorry Parking	1,170,590	1,250,260	The car parking charges proposed for 2022/23 are largely the same as those in 2021/22, though increases have been proposed for lorry

			parking. Further details can be found in Appendix E15 .
Planning	1,007,090	981,000	Planning application fees are statutory, set by the government, whereas pre-application advice fees are discretionary, set by the council. The council categorises its pre-application advice fees by the size and type of developments. Further details, including the statutory fees chargeable, can be found in Appendices E1 & E2 .
Culture	539,150	537,850	The charges related to the Palace Theatre Newark, National Civil War Centre, and Newark Castle and Gardens proposed for 2022/23 are largely the same as those in 2021/22. Further details can be found in Appendix E5 .
Environmental Health	114,130	106,130	The Environmental Health section provides a range of services, such as food safety and pollution control. Some of these are statutory, and some discretionary. Increases have been proposed for some of the discretionary environmental health fees for 2022/23, to ensure that the council recovers the full cost of services provided. Further details can be found in Appendix E10 . The dog warden charges proposed for 2022/23 are the same as those in 2021/22. Further details can be found in Appendix E11 .

- 4.27 Details of the council’s proposed charges for 2022/23 for services not listed above can be found in **Appendices E1-E21**.

Total Financing and Investment income & expenditure (**Appendix A1**, line 15)

- 4.28 Capital financing costs have been estimated based on assumptions of interest rates going forward, taking into account the forecasts of cash balances over the next year. Due to their nature and composition, however, they are subject to change on a regular basis. This reflects movements in the financial markets as well as changes to the predicted cashflow.
- 4.29 The council will seek to borrow money from the most efficient and effective institution in order to support its cash flow position. Regard will be taken to the council’s Treasury Strategy (which is subject to a separate report which was considered by the Audit and Accounts Committee on 2 February 2022, and is due to be approved by Full Council on 8 March 2022) and due diligence through the council’s Treasury Advisers.
- 4.30 In previous financial years, decisions regarding capital expenditure have been taken to utilise internal resources and maintain an under-borrowed position against its Capital Financing Requirement. This is not uncommon across the Local Government sector, at a time when budgets have been squeezed, but reserves have existed. The council is proposing to utilise some of its reserves on projects such as the Yorke Drive Pavilion and a contribution to the

the Southern Link Road. This means that as cash backed by these reserves will be utilised, there is a potential need to borrow money to ensure that the Council has cash at hand to service its day to day costs.

- 4.31 There is an overall reduction in the total net Financing and Investment income & expenditure of £346,650 (**Appendix A1**, line 15) in 2022/23. The 2022/23 interest payable budget is less than was budgeted for in March 2021, mainly due to changes in the expected impact of the housing regeneration loan facility capital budget on the council's cash flow.
- 4.32 All treasury investments are made in line with the Council's Treasury Management Strategy. Advice from the council's external treasury consultants will be sought prior to the investment of any funds to ensure maximum scrutiny is taken on any decision making.

Contribution to or from reserves

- 4.33 Section 25 (Budget calculations: report on robustness of estimates etc) of the *Local Government Act 2003* requires local authority chief finance officers (Section 151 officers) to report on the adequacy of financial reserves in the council's proposed budget and robustness of estimates made.
- 4.34 The council's s151 Officer has reviewed the adequacy of the council's financial reserves to ensure that these are neither too low (imprudent) or too high (overprudent) based on their purpose and likely use.
- 4.35 The Council proposes to create two reserves during 2022/23, each for £0.200m, as follows:
- Commercialisation Plan invest to save reserve; and
 - Workforce development reserve.
- 4.36 The table below summarises the amount of council earmarked reserves as at 31 March 2021, and forecasts of these as at 31 March 2022 and 31 March 2023.

	At 31 March 2021 (£)	Forecast at 31 March 2022 (£)	Forecast at 31 March 2023 (£)
Revenue Reserves and Balances	35,672,010	28,537,587	29,292,527
Capital Reserves	10,815,319	9,616,459	1,514,817
Ring Fenced Reserves	149,948	149,948	149,948
Total Reserves and Balances	46,637,277	38,303,994	30,957,292

- 4.37 The main reductions relate to the funding of the 2021/22 budget through the Collection Fund Budget reserve, and the use of grant funding previously received for key infrastructure projects. The Collection Fund Budget reserve relates to the timing of receipt of Section 31 grants regarding the extended retail relief given to businesses during 2020/21. **Appendix D** lists all of the council's current reserves.

General Fund Balance

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- 4.38 The council's £1.500m General Fund balance has been set aside to pay for exceptional items. Officers consistently review the appropriateness (prudence) of this amount in light of internal and external risks identified. For the council to maintain this balance, it is intended that it will only be used to fund expenditure once other appropriate reserves have been fully utilised.
- 4.39 The council's total forecast reserves and general fund balance to 31 March 2023 is £30,957,292. This is 199% of the forecast Net Budget Requirement of £15,535,910. The s151 Officer of the Council is satisfied with the adequacy of the levels of reserves and balances.
- 4.40 The budget has been prepared in accordance with the budget strategy approved by members of the Policy and Finance Committee on 24 June 2021. The draft budget has been scrutinised and challenged by the council's senior leadership team, the Leader and Deputy Leader of the council and the council's functional committees. The draft budget (and Medium Term Financial Plan) has also been scrutinised informally by the ruling political group. The s151 Officer of the council is therefore satisfied by the robustness of the estimates and assumptions underpinning the budget for 2022/23.

Parish and Town Council Precepts

- 4.41 Parish and town councils can raise money to help meet their spending requirements by issuing a 'precept' (mandatory demand) to the district council. The district council must account for such precepts when calculating its council tax requirement. Council tax requirement is the amount of money that councils need to raise from council tax to fund council spending once income from other sources (such as government grants) have been deducted.
- 4.42 The council is still awaiting confirmation from each parish and town council regarding their level of precept for 2022/23. These details will be included in the revenue budget and council tax setting report to be presented to Council on 8 March 2022.

Business Rates/Non-Domestic Rates (NDR) (Appendix A1, lines 22 & 23)

- 4.43 Under the NDR system, businesses pay councils based on the open market rental value of their business property, as estimated by the government's Valuation Office Agency (VOA). The rate payable by small businesses in 2022/23 will be 49.9p per pound (49.9%) of their property's rateable value, and the rate payable by other businesses 1.3p per pound more than this (51.2p per pound, or 51.2%).
- 4.44 As mentioned in paragraph 4.9, though the government has allocated £3.678m of business rates to the council for 2022/23, the total amount of business rates retained by the council in 2022/23 may exceed this amount, depending on how the council and other Nottinghamshire Business Rates Pool authorities perform throughout 2021/22 and 2022/23. It has currently been forecast that the return funding from the pool for the 2022/23 financial year will be £600,000 which has been built into the council's Medium Term Financial Plan.
- 4.45 The council is budgeting to retain £6.403m of business rates for 2022/23 (Appendix A1, lines 22 & 23). This includes the £3.678m referred to in paragraph 4.44; additional income, such as local growth above this baseline and from relevant renewable energy projects; and additional expenditure; such as the levy on additional income.

Calculation	Items relating to 2022/23 NDR income budget	Amount (£m)
1	NDR income + section 31 grants* *Excludes compensation for under-indexing the multiplier	18.569
2	Compensation for under-indexing the multiplier	0.507
3 = 1 + 2	NDR income + section 31 grants** **Includes compensation for under-indexing the multiplier	19.077
4	Tariff	(11.388)
5 = 50% of (1 + 4 - BFL)	Levy	(1.752)
6	Renewable Energy	0.807
7 = 3 + 4 + 5 + 6	2022/23 NDR income budget* *Excludes spreading adjustment	6.744
8	Spreading adjustment	0.341
9 = 7 + 8	2022/23 NDR income budget** ** Includes spreading adjustment	6.403

Council Tax Requirement

- 4.46 As explained in paragraph 4.41, Council Tax Requirement is the amount of money that councils need to raise from council tax to fund council spending once income from other sources (such as government grants) have been deducted.
- 4.47 The council's 2022/23 net budget requirement is £15,535,910, as shown in the table in paragraph 3.1. This is partly offset by government grant income of £0.568m; projected business rates income of £6.403m and projected transfers from reserves of £0.632m. After including these sources of income, the net call on the Collection Fund before Parish Precepts are added is £7,646,060 (**Appendix A1**, line 35).

Subjective Analysis

- 4.48 **Appendix A2** contains a breakdown of the council's General Fund revenue budget for 2022/23 by statutory categories used to categorise expenditure and income.

Risk Assessment and Sensitivity

- 4.49 As mentioned in paragraph 4.33, section 25 of the *Local Government Act 2003* requires the council's chief finance officer, currently the Director of Resources and Deputy Chief Executive, to report on the robustness of estimates made in the council's proposed budget. This section fulfils that requirement.
- 4.50 In considering the council's proposed budget for 2022/23 and the sensitivity of expenditure and income to changes, it should be noted that:
- a) a 1% increase in Council Tax is equivalent to £76,460 of net expenditure; and
 - b) a £1 increase in Council Tax is equivalent to £41,210 of net expenditure.

- 4.51 Various assumptions were required to be made when preparing the proposed 2022/23 budget. The two areas where it seems that variations between the proposed budget and reality could be greatest are employee pay and income receivable. Further details on each of these are below.

2022/23 pay award

- 4.52 Employee costs form a significant proportion of all district council budgets. As mentioned in paragraph 4.17, the 2022/23 budgets have been prepared assuming a 2% annual increase in basic pay.
- 4.53 The National Joint Council (NJC) for Local Government Services' pay award for both 2021/22 and 2022/23 have not yet been finalised. It is possible that the costs of both the 2021/22 and/or the 2022/23 pay awards will exceed the pay increases currently budgeted for. If the 2021/22 and/or 2022/23 pay award agrees a more than 2% increase in basic pay, and if reductions in employee costs elsewhere cannot offset the increase in pay award costs, the additional costs unbudgeted for will need to be funded from council reserves. A 3% increase in basic pay for 2022/23 would result in around £162,210 needing to be funded from reserves.

Income

- 4.54 A significant part of the council's annual net budget is dependent on income from rents; sales, fees and charges; and other receipts. Officers have reviewed the income that services have achieved against the current and previous years' budgets, and have considered factors expected to affect future income levels, to ensure the 2022/23 income budgets for services have been set at levels considered achievable.
- 4.55 Significant underperformance against budgeted income would increase the council's annual net expenditure, and thus place unbudgeted demand on council reserves. A 1% reduction in council income from fees and charges would cost £57,190, or a council tax increase equivalent to £1.39 per property (0.75%).
- 4.56 Officers closely monitor income levels as part of the council's monthly budget monitoring processes.
- 4.57 Officers plan to develop a more detailed understanding of the volumes of activity which underpin each of the council's main income sources. This will allow the council to more accurately model changes to expected activity levels, as well as increase assurance regarding the risks of such changes materialising.

Other significant potential risks

- 4.58 Though less likely, but other assumptions which could result in the council's actual expenditure and/or income varying significantly from its proposed budgets are below:

a)	Interest rates	The proposed 2022/23 budget includes amounts for both interest payable (Appendix A1 , line 13) and interest receivable (Appendix A1 , line 14). This is because the council expects that it will both borrow money and lend money throughout the 2022/23 financial year.
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		<p>The budgeted amounts for 2022/23 have accounted for factors such as the amount of council funds expected to be available. The actual amounts of council interest payable and receivable for 2022/23 will likely differ from those budgeted.</p> <p>The impact of a 1% change in interest rate would be insignificant on the council's overall budget.</p>
b)	General Inflation	<p>As mentioned in paragraph 4.17, the proposed service budgets for 2022/23 include increases for inflation where appropriate.</p> <p>The most recent month for which inflation data was available at the time of writing is December 2020. There was a 5.4% increase in inflation (Consumer Prices Index (CPI)) over the 12 months of the 2021 calendar year.</p> <p>Though it is likely that actual inflation rates throughout 2022/23 will differ from the government's own forecasts for 2022/23 and the 3% the council has generally budgeted for, the small differences anticipated are expected to have insignificant impact on the council's budget.</p>
c)	National Living Wage (NLW)	<p>As referenced in paragraph 4.53, the council pays most of its employees in line with NJC terms and conditions.</p> <p>If NJC employees receive a 2% pay award for 2021/22, employees on the NJC's lowest pay point will be being paid £9.43 per hour in 2021/22, broadly in line with the Living Wage Foundation's Real Living Wage of £9.50 for 2020/21 (November 2020 – October 2021). This is £0.52 more than the 2021/22 NLW of £8.91 per hour, though £0.07 less than the 2022/23 NLW of £9.50 per hour.</p> <p>Though the pay award for 2022/23 has not yet been finalised, it seems likely that the 2022/23 pay of employees at the NJC's lowest pay point will increase to £9.62 per hour or thereabouts, £0.28 less than the Living Wage Foundation's current Real Living Wage.</p>
d)	Apprenticeship Scheme	<p>In addition to Apprenticeship Levy payments the council is required to make to the government (Appendix A1, line 6), the council employs apprentices, some of whom are paid for from its 'training' reserve (Appendix D).</p>
e)	Reserves	<p>As mentioned in paragraphs 4.33 and 4.34, the council has reviewed the adequacy of the financial reserves proposed in the 2022/23 budget, as statutorily required.</p>

5.0 **Proposals**

5.1 Officers are proposing to the Committee that it recommends to Council at its meeting on 8 March 2022:

- a) the council's General Fund revenue budget for 2022/23; and

- b) the 2022/23 fees & charges in **Appendices E1-E21**.

6.0 Digital Implications

- 6.1 There are no digital implications directly arising from this report.

7.0 Equalities Implications

- 7.1 Business Managers consider the implications on equalities when assessing how best to deliver the services they are responsible for.

8.0 Financial Implications (FIN21-22/2784)

- 8.1 As this report is financial in nature, the financial implications of the proposed 2022/23 General Fund revenue budget have been covered within the body of this report.

9.0 Community Plan – Alignment to Objectives

- 9.1 The Community Plan 2020-2023 was approved by Full Council on 13 October 2020, and sets out sets out the Council’s objectives over the next three years, building on previous published plans for the same time period.
- 9.2 The budget proposed within this report seeks to allocate resources in order to ensure the delivery of all the objectives within the refreshed Community Plan.
- 9.3 The Employee Plan in the staffing establishment report on this meeting’s agenda covers the activities of all council employees, and therefore supports the council to achieve all of the Community Plan 2020-2023 objectives.

10.0 RECOMMENDATIONS:

- a) that the Committee recommends to Full Council at its meeting on 8 March 2022 that:
- i. the following amounts be now calculated by the council for the 2022/23 financial year, in accordance with Sections 31 to 36 of the Local Government Finance Act 1992 as amended by the Localism Act 2011:
1. **£47,563,170** being the aggregate of the amounts which the council estimates for items set out in Section 31A(2)(a) to (f) of the Act (the District Council’s gross expenditure for 2022/23);
 2. **£32,027,260** being the aggregate of the amounts which the council estimates for the items set out in Section 31A(3)(a) to (d) of the Act (the District Council’s gross income for 2022/23); and
 3. **£15,535,910** being the amount by which the aggregate at (b)(i) above exceeds the aggregate at (b)(ii) above, calculated by the

council, in accordance with Section 31A(4) of the Act, as its Net Budget Requirement for the year;

- ii. the figures shown as i.1. and i.3. above to be increased only by the amount of Parish Precepts for 2022/23;
- iii. the budget amounts included in the report be the council's budget for 2022/23; and
- iv. the fees and charges shown in Appendices E1-E21 be implemented with effect from 1 April 2022.

Reason for Recommendations

To enable Policy & Finance Committee to make recommendations to Council of the amounts to be calculated in accordance with Sections 31 to 36 of the *Local Government Finance Act 1992*, as amended by the *Localism Act 2011*, for the purposes of setting Council Tax levels for the 2022/23 financial year.

Background Papers

Nil

For further information please contact Nick Wilson (Business Manager – Financial Services) on extension 5317 or Mohammed Sarodia (Assistant Business Manager – Financial Services) on extension 5537.

Sanjiv Kohli
Director - Resources and Deputy Chief Executive

ADJUSTMENTS BETWEEN 2022/23 BUDGET REPORT TO POLICY & FINANCE COMMITTEE AND 2022/23 BUDGET REPORT TO COUNCIL

This report reproduces the 2022/23 budget report (above) and appendices (below) approved by Policy & Finance (P&F) Committee, though updates the appendices approved by P&F Committee for any subsequent amendments.

On 21/02/2022, P&F Committee approved that £25,000 not included in the 2022/23 budget report (above) be added to this report to enable the council to commission consultants to develop the Playing Pitch Strategy and Sport & Recreation Facilities Improvement Plans.

This amendment has the following impacts on subsequent sections of this report:

Section	Heading Number	Heading Name	2022/23 Base Budget (February 2022)	Amendment	2022/23 Base Budget (March 2022)
Summary of District Council Budget Requirement	3	Leisure & Environment Committee	6,343,720	25,000	6,368,720
	27	Contributions to or (from) MTFP reserve	(536,230)	(25,000)	(561,230)
BUDGET SUMMARY - SUBJECTIVE (GENERAL FUND (GF) REVENUE)	452	OTHER SERVICES	962,870	25,000	987,870
COUNCIL TAX REQUIREMENT AND COUNCIL TAX 2022/23		NSDC Budget Requirement	15,535,910	25,000	15,560,910
		Less Contributions (to) or from Usable Reserves	632,290	25,000	657,290
BUDGET SUMMARY BY COMMITTEE – OBJECTIVE LEISURE & ENVIRONMENT	A11583	Health & Community Relations	415,510	25,000	440,510
BUDGET SUMMARY BY COMMITTEE – SUBJECTIVE LEISURE & ENVIRONMENT	452	Other Services	165,970	25,000	190,970

SUMMARY OF DISTRICT COUNCIL PRECEPT 2022/23

SUMMARY OF DISTRICT COUNCIL BUDGET REQUIREMENT

A	B	C	D = C - B
Committee	2022/23 Base Budget (March 2021) £	2022/23 Base Budget (March 2022) £	More or (Less) £
1 Economic Development Committee	2,000,875	2,273,750	272,875
2 Homes & Communities Committee	2,358,270	2,233,180	(125,090)
3 Leisure & Environment Committee	5,373,380	6,368,720	995,340
4 Policy & Finance Committee	5,952,440	6,183,060	230,620
5 Total Service Budgets	15,684,965	17,058,710	1,373,745
Other Operating Income & Expenditure			
6 Apprenticeship Levy	44,000	44,000	0
7 Pensions - employer's lump sum	551,300	551,300	0
8 Corporate Contingencies	200,000	200,000	0
9 Drainage Levy	671,990	677,970	5,980
10 Total other operating income & expenditure	1,467,290	1,473,270	5,980
Financing and Investment income & expenditure			
11 Minimum Revenue Provision (MRP)	704,080	620,380	(83,700)
12 Financial Instruments Adjustment	3,650	3,650	0
13 Interest Payable	418,960	197,880	(221,080)
14 Investment Interest received	(1,080,830)	(1,122,700)	(41,870)
15 Total Financing and Investment income & expenditure	45,860	(300,790)	(346,650)
Taxation and Non Specific Grant Income			
Other Government Grants			
16 Revenue Support Grant	0	(87,740)	(87,740)
17 Rural Services Delivery Grant	0	(39,860)	(39,860)
18 Council Tax Section 31 Grant	0	(19,000)	(19,000)
19 2022/23 only: Lower Tier Services Grant	0	(168,250)	(168,250)
20 2022/23 only: Services Grant	0	(253,530)	(253,530)
21 New Homes Bonus	(409,290)	(1,572,880)	(1,163,590)
Non Domestic Rates (NDR)			
22 Retained NDR	(6,082,640)	(6,744,190)	(661,550)
23 Spreading of one-third of 2020/21 deficit from reserves	340,750	340,750	0
24 Total Taxation and Non Specific Grant Income	(6,151,180)	(8,544,700)	(2,393,520)
Contributions to or (from) Reserves and Balances			
Contributions to or (from) Unusable Reserves			
25 Reversal of capital expenditure	(3,049,900)	(3,460,280)	(410,380)
26 Reversal of capital income	790,000	790,000	0
Contributions to or (from) Usable Reserves			
27 Contributions to or (from) MTFP reserve	(1,292,745)	(561,230)	731,515
28 Contributions to or (from) reserves other than MTFP reserve (not related to spreading adjustments)	0	291,720	291,720
29 Contributions to or (from) reserves other than MTFP reserve (related to spreading adjustments)	(387,780)	(387,780)	0
30 New Homes Bonus grant to reserves	409,290	1,572,880	1,163,590
31 Total Contributions to or (from) Reserves and Balances	(3,531,135)	(1,754,690)	1,776,445
32 Net Call on Collection Fund	7,515,800	7,931,800	416,000
Council Tax Adjustments			
33 Returned Council Tax Surplus	0	(332,770)	(332,770)
34 Spreading of one-third of 2020/21 deficit from reserves	47,030	47,030	0
35 To be collected through Council Tax	7,562,830	7,646,060	83,230

BUDGET SUMMARY - SUBJECTIVE (GENERAL FUND (GF) REVENUE)

CODE	DESCRIPTION	2022/23 BASE BUDGET (MARCH 2021)	2022/23 BASE BUDGET (MARCH 2022)	MORE OR (LESS)
111	SALARIES AND WAGES	12,047,880	12,463,830	415,950
112	OTHER SALARIES/WAGES PAYMENTS	31,700	20,000	(11,700)
113	NATIONAL INSURANCE	1,127,690	1,304,840	177,150
114	SUPERANNUATION	2,385,480	2,409,990	24,510
115	OTHER EMPLOYERS CONTRIBUTIONS	22,020	22,020	0
	Employees Sub-Total	15,614,770	16,220,680	605,910
211	REPAIRS AND MAINTENANCE	663,210	744,210	81,000
212	ENERGY COSTS	345,630	428,980	83,350
213	RENT	497,520	499,660	2,140
214	RATES	504,030	508,710	4,680
215	WATER SERVICES	110,390	124,000	13,610
217	CLEANING AND DOMESTIC	0	5,250	5,250
219	CONTRIBUTION TO FUNDS	8,460	30,410	21,950
311	TRANSPORT	793,690	819,980	26,290
313	CONTRACT HIRE OP LEASE	6,900	6,900	0
315	CAR ALLOWANCES	75,400	81,860	6,460
411	EQUIPMENT AND FURNITURE	347,600	396,550	48,950
412	MATERIALS	43,100	58,250	15,150
421	CATERING	94,770	90,310	(4,460)
431	CLOTHING AND UNIFORMS	35,320	35,320	0
441	GENERAL OFFICE EXPENSES	261,360	346,760	85,400
451	CONTRACTUAL	1,160,920	1,523,110	362,190
452	OTHER SERVICES	911,770	987,870	76,100
461	COMMUNICATIONS AND COMPUTING	1,121,820	1,248,050	126,230
462	IEG	5,000	5,000	0
471	STAFF	33,580	36,610	3,030
472	MEMBERS	299,600	299,600	0
473	CHAIRMAN	8,280	8,280	0
481	GRANTS	526,190	480,120	(46,070)
482	SUBSCRIPTIONS	65,570	75,040	9,470
491	INSURANCE	290,240	269,220	(21,020)
492	CONTRIBS TO FUNDS AND PROVISNS	211,120	210,420	(700)
493	OTHER	1,212,400	1,493,900	281,500
497	DISCOUNTS	2,920	2,920	0
928	RECHARGE NON GF ACCOUNTS	(2,637,580)	(2,820,230)	(182,650)
611	HOUSING BENEFITS	19,948,550	18,850,000	(1,098,550)
612	OTHER TRANSFER PAYMENTS	143,140	143,140	0
821	CAPITAL CHARGE	3,049,900	3,460,280	410,380
	Running Expenses Sub-Total	30,559,550	30,959,710	400,160
911	GOVERNMENT GRANTS	(20,949,520)	(20,281,580)	667,940
922	CONTRIBUTIONS FROM OTHER LAS	(290,280)	(461,140)	(170,860)
928	RECHARGE NON GF ACCOUNTS	(946,500)	(934,200)	12,300
931	SALES	(437,250)	(413,510)	23,740
932	FEES AND CHARGES	(5,161,670)	(5,119,020)	42,650
933	RENTS	(1,720,725)	(1,853,180)	(132,455)
938	FEES AND CHARGES	(526,210)	(599,580)	(73,370)
939	OTHER RECEIPTS	(457,200)	(459,470)	(2,270)
	Income Sub-Total	(30,489,355)	(30,121,680)	367,675
	Total Service Budgets	15,684,965	17,058,710	1,373,745

COUNCIL TAX REQUIREMENT AND COUNCIL TAX 2022/23

	2022/23 Base Budget (March 2021) £	2022/23 Base Budget (March 2022) £	More or (Less) £
NSDC Budget Requirement	14,938,215	15,560,910	622,695
Less Revenue Support Grant	0	87,740	87,740
Less Rural Services Delivery Grant	0	39,860	39,860
Less Council Tax Section 31 Grant	0	19,000	19,000
Less Lower Tier Services Grant	0	168,250	168,250
Less Services Grant	0	253,530	253,530
Less National Non-Domestic Rates (NNDR)	5,741,890	6,403,440	661,550
Less Contributions (to) or from Usable Reserves	1,680,525	657,290	1,023,235
NSDC Budget Requirement	7,515,800	7,931,800	416,000
Less Council Tax Adjustments	(47,030)	285,740	332,770
To be collected through Council Tax	7,562,830	7,646,060	83,230
Tax Base		41,205.00	
Council Tax Level NSDC		185.56	
Parish Precepts		3,424,863.60	
Average Parish Precept		83.12	
Overall NSDC + Parish Council Tax		268.68	

**SUMMARY OF DISTRICT COUNCIL
SERVICE BUDGETS
2022/23**

BUDGET SUMMARY BY COMMITTEE - OBJECTIVE
ECONOMIC DEVELOPMENT

Cost centre	Cost centre name	2022/23 Base Budget: March 2021	Changes agreed by SLT or P&F	Changes in assumption: net effect	Growth	Efficiencies	2022/23 Base Budget: March 2022	2022/23 Base Budget: Variance
A10104	Gilstrap Interpretation Centr	1,960		1,450			3,410	1,450
A10105	Newark Castle/Castle Grounds	57,140		88,720			145,860	88,720
A10108	Resource Centre. Museums	22,930		(1,370)			21,560	(1,370)
A10109	Heritage, Culture & Visitors	638,255		26,085			664,340	26,085
A10110	Pikes & Plunder Civil War Fest	0		30,000			30,000	30,000
A10813	Land Charges	(27,600)		(970)	8,160		(20,410)	7,190
A11314	Lincoln Road Sports Hall	16,060		(6,640)			9,420	(6,640)
A11331	Parks And Playing Fields	28,570		26,820			55,390	26,820
A11334	Private Estates	8,550					8,550	0
A11335	Closed Churchyards	4,870					4,870	0
A11336	Vicar Water Park	65,380		(7,430)			57,950	(7,430)
A11338	Sconce & Devon Park	68,090		(1,730)			66,360	(1,730)
A11573	Promotion Of Tourism	223,730		(46,460)			177,270	(46,460)
A11574	Sherwood Youth Hostel	(10,000)					(10,000)	0
A11578	Town Centre Management	73,650		1,780			75,430	1,780
A11601	Growth Technical Support	220,360		8,460			228,820	8,460
A11604	Development Management	132,110		16,210	27,000		175,320	43,210
A11605	Planning Policy	292,550		(7,350)			285,200	(7,350)
A11606	Building Control	120,070		570		(12,000)	108,640	(11,430)
A11610	Local Development Framework	51,500					51,500	0
A11611	Community Infrastructure Levy	22,450		1,950			24,400	1,950
A11614	High Street Haz	23,250					23,250	0
A11702	Environmental Schemes	17,090					17,090	0
A11810	Newark Beacon	5,710		(5,480)			230	(5,480)
A11813	Sutton On Trent Workshops	(31,860)		(440)			(32,300)	(440)
A11814	Crewe Close Blidworth Workshop	(42,990)		(5,920)			(48,910)	(5,920)
A11815	Boughton Workshops	(37,550)		(4,900)			(42,450)	(4,900)
A11816	Church Farm Workshops	(19,450)		(7,170)			(26,620)	(7,170)
A11817	Bilthorpe Workshops	(35,060)		(9,150)			(44,210)	(9,150)
A11818	Burma Road Workshops	(13,680)		(1,840)			(15,520)	(1,840)
A11819	Jubilee Bridge	9,530		760			10,290	760
A11820	Burma Road, Blidworth	930		(930)			0	(930)
A11821	Clipstone Workshops	(28,680)		(16,590)			(45,270)	(16,590)
A11822	Boughton Advance Factory	(41,770)		(2,530)			(44,300)	(2,530)
A11823	Clipstone Advanced Factories	(35,930)		(7,580)			(43,510)	(7,580)
A11824	Sherwood Forest Craft Centre	(20,420)		8,480			(11,940)	8,480
A11826	Clipstone Holding Centre	(17,330)	52,950	(21,830)			13,790	31,120
A11828	Leach Way Blidworth Adv	(37,410)		350			(37,060)	350
A11835	Buttermarket	(19,640)		(16,510)	3,000	(58,190)	(91,340)	(71,700)
A11836	Gateway Lodge	(7,980)		(3,210)			(11,190)	(3,210)
A11840	Hawtonville Office	0		0			0	0
A11842	Development Costs	54,650					54,650	0
A11851	Economic Growth	303,820	114,780	110			418,710	114,890
A11886	Former M&S Building	0			5,200		5,200	5,200
A12001	Parking Services Admin	156,040		5,280			161,320	5,280
A12011	Surface Car Parks Newark	(486,990)		(13,830)	67,020		(433,800)	53,190
A12012	Surface Car Parks Southwell	(800)		800			0	800
A12014	Newark Lorry Park	(277,780)		6,930	28,890	(142,720)	(384,680)	(106,900)
A12019	Surface Car Park Ollerton	8,130		100			8,230	100
A12211	Riverside Arena Market	(4,980)			4,980		0	4,980
A12401	Other Properties & Wshop Voids	(15,570)		1,170	98,590		84,190	99,760
A15002	Crew Lane Depot	(17,780)		680			(17,100)	680
C54057	Custom Build Housing	15,850		(15,850)			0	(15,850)
	Without Capital Recharges Sub-Total	1,411,975	167,730	20,995	242,840	(212,910)	1,630,630	218,655
	Capital Recharges Sub-Total	588,900		54,220			643,120	54,220
	Committee Total	2,000,875	167,730	75,215	242,840	(212,910)	2,273,750	272,875

BUDGET SUMMARY BY COMMITTEE - SUBJECTIVE
ECONOMIC DEVELOPMENT

Code	Description	2022/23 Base Budget: March 2021	Changes agreed by SLT or P&F	Changes in assumption: net effect	Growth	Efficiencies	2022/23 Base Budget: March 2022	2022/23 Base Budget: Variance
111	Salaries And Wages	2,404,110	87,940	17,330			2,509,380	105,270
113	National Insurance	197,190	12,240	37,030			246,460	49,270
114	Superannuation	404,580	14,600	10,180			429,360	24,780
	Employees Sub-Total	3,005,880	114,780	64,540			3,185,200	179,320
211	Repairs And Maintenance	297,290		17,310	70,000		384,600	87,310
212	Energy Costs	211,070		28,670	1,200		240,940	29,870
213	Rent	177,980		4,720			182,700	4,720
214	Rates	309,210		25,550		(11,600)	323,160	13,950
215	Water Services	61,350		1,270	1,000		63,620	2,270
217	Cleaning And Domestic	2,920					2,920	0
219	Contribution To Funds	203,240		93,520			296,760	93,520
315	Car Allowances	14,260		260			14,520	260
411	Equipment And Furniture	17,160		(1,320)			15,840	(1,320)
412	Materials	5,640		15,150			20,790	15,150
421	Catering	83,030		(4,460)			78,570	(4,460)
431	Clothing And Uniforms	2,990		110			3,100	110
441	General Office Expenses	125,550		26,560	1,000		153,110	27,560
451	Contractual	428,450		26,200	67,550	(12,000)	510,200	81,750
452	Other Services	439,950		9,220			449,170	9,220
461	Communications And Computing	89,190		(20,570)			68,620	(20,570)
462	IEG	5,000					5,000	0
471	Staff	8,970		1,790			10,760	1,790
481	Grants	15,500					15,500	0
482	Subscriptions	8,820		990			9,810	990
492	Contribs To Funds And Provisns	24,220					24,220	0
493	Other Professional Services	506,150		(5,100)	27,710		528,760	22,610
497	Discounts	2,920					2,920	0
928	Recharge Non GF Accounts	(88,600)		(59,280)			(147,880)	(59,280)
821	Capital Charge	588,900		54,220			643,120	54,220
	Running Expenses Sub-Total	3,541,160		214,810	168,460	(23,600)	3,900,830	359,670
911	Government Grants	0		(125,000)			(125,000)	(125,000)
922	Contributions From Other Las	(13,990)					(13,990)	0
928	Recharge Non Gf Accounts	(6,700)					(6,700)	0
931	Sales	(209,100)		21,890			(187,210)	21,890
932	Fees And Charges	(2,522,220)		7,420	74,380	(61,360)	(2,501,780)	20,440
933	Rents	(1,275,665)	52,950	(109,465)		(46,590)	(1,378,770)	(103,105)
938	Fees And Charges	(393,720)				(81,360)	(475,080)	(81,360)
939	Other Receipts	(124,770)		1,020			(123,750)	1,020
	Income Sub-Total	(4,546,165)	52,950	(204,135)	74,380	(189,310)	(4,812,280)	(266,115)
	Committee Total	2,000,875	167,730	75,215	242,840	(212,910)	2,273,750	272,875

BUDGET SUMMARY BY COMMITTEE – OBJECTIVE
HOMES & COMMUNITIES

Cost centre	Cost centre name	2022/23 Base Budget: March 2021	Changes agreed by SLT or P&F	Changes in assumption: net effect	Growth	Efficiencies	2022/23 Base Budget: March 2022	2022/23 Base Budget: Variance
A10212	Private Sector Speech Call	(55,980)					(55,980)	0
A10213	Housing Options	436,070		(168,420)	26,740		294,390	(141,680)
A10215	Strategic Hsg (Was Community)	101,600		(10,430)	100		91,270	(10,330)
A10809	Customer Services	499,560		44,720			544,280	44,720
A10810	Communications	260,730	46,180	22,140			329,050	68,320
A10814	Licensing Admin	(55,190)		9,740	4,490		(40,960)	14,230
A10816	Community Safety	23,050		270			23,320	270
A10823	Anti-Social Behaviour	92,000		1,250			93,250	1,250
A10826	Domestic Violence	35,210		330			35,540	330
A10834	Southwell Library Service	1,760					1,760	0
A11126	Cctv	152,060		760			152,820	760
A11607	Energy And Home Support	76,750		(2,350)			74,400	(2,350)
A11921	Grants And Concessions	376,490		(41,740)			334,750	(41,740)
A11922	Commissioning Contributions	110,650		0			110,650	0
A11923	Emergency Planning	52,510		(850)			51,660	(850)
A11932	Community Lottery	0			1,000		1,000	1,000
A11938	Queens Jubilee	0			25,000		25,000	25,000
	Without Capital Recharges Sub-Total	2,107,270	46,180	(144,580)	57,330		2,066,200	(41,070)
	Capital Recharges Sub-Total	251,000		(84,020)			166,980	(84,020)
	Committee Total	2,358,270	46,180	(228,600)	57,330		2,233,180	(125,090)

BUDGET SUMMARY BY COMMITTEE - SUBJECTIVE
HOMES & COMMUNITIES

Code	Description	2022/23 Base Budget: March 2021	Changes agreed by SLT or P&F	Changes in assumption: net effect	Growth	Efficiencies	2022/23 Base Budget: March 2022	2022/23 Base Budget: Variance
111	Salaries And Wages	1,673,280		162,750			1,836,030	162,750
113	National Insurance	140,970		32,350			173,320	32,350
114	Superannuation	274,190		31,970			306,160	31,970
	Employees Sub-Total	2,088,440		227,070			2,315,510	227,070
212	Energy Costs	0		28,000			28,000	28,000
213	Rent	8,340		(2,580)			5,760	(2,580)
215	Water Services	0		12,200			12,200	12,200
216	Fixtures And Fitting	0		5,250			5,250	5,250
217	Cleaning And Domestic	0		12,000			12,000	12,000
219	Contribution To Funds	16,000					16,000	0
315	Car Allowances	9,400		3,300			12,700	3,300
411	Equipment And Furniture	2,450			6,740		9,190	6,740
431	Clothing And Uniforms	5,310					5,310	0
441	General Office Expenses	43,230	40,000	1,110			84,340	41,110
451	Contractual	23,520		(4,140)	1,000		20,380	(3,140)
452	Other Services	18,220	6,180				24,400	6,180
461	Communications And Computing	10,330		1,460			11,790	1,460
471	Staff	4,010					4,010	0
481	Grants	487,140		(41,740)			445,400	(41,740)
482	Subscriptions	3,040		10			3,050	10
492	Contribs To Funds And Provisns	186,900		(700)			186,200	(700)
493	Other Professional Services	165,400		162,210	45,100		372,710	207,310
928	Recharge Non GF Accounts	(416,750)		(112,860)			(529,610)	(112,860)
612	Other Transfer Payments	108,220					108,220	0
821	Capital Charge	1,041,000		(84,020)			956,980	(84,020)
	Running Expenses Sub-Total	1,715,760	46,180	(20,500)	52,840		1,794,280	78,520
911	Government Grants	(790,000)		(232,540)			(1,022,540)	(232,540)
922	Contributions From Other Las	(102,860)		(165,290)			(268,150)	(165,290)
928	Recharge Non Gf Accounts	(25,280)		20			(25,260)	20
931	Sales	(126,150)			1,850		(124,300)	1,850
932	Fees And Charges	(99,010)			9,930		(89,080)	9,930
933	Rents	(186,290)		(44,350)			(230,640)	(44,350)
938	Fees And Charges	(46,630)		6,990			(39,640)	6,990
939	Other Receipts	(69,710)			(7,290)		(77,000)	(7,290)
	Income Sub-Total	(1,445,930)		(435,170)	4,490		(1,876,610)	(430,680)
	Committee Total	2,358,270	46,180	(228,600)	57,330		2,233,180	(125,090)

BUDGET SUMMARY BY COMMITTEE – OBJECTIVE
LEISURE & ENVIRONMENT

Cost centre	Cost centre name	2022/23 Base Budget: March 2021	Changes agreed by SLT or P&F	Changes in assumption: net effect	Growth	Efficiencies	2022/23 Base Budget: March 2022	2022/23 Base Budget: Variance
A10701	Upkeep Of Dykes	6,830					6,830	0
A11002	Waste & Recycling	732,990	136,560	36,390	41,890		947,830	214,840
A11101	Public Conveniences	39,500		420			39,920	420
A11103	Sewerage Works	34,920					34,920	0
A11104	Street Scene Street Cleansing	715,690	22,760	36,530			774,980	59,290
A11107	Dog Control	44,700	(32,100)				12,600	(32,100)
A11110	National Assistance Act Burial	1,650					1,650	0
A11135	Environmental Health	644,090		59,780	10,000	(2,000)	711,870	67,780
A11136	Neighbourhood Wardens	134,960	(6,370)	10,040			138,630	3,670
A11305	Southwell Leisure Centre	0			10,000		10,000	10,000
A11321	Neighbourhood Centres	15,370		(30)			15,340	(30)
A11339	Newark Sports Hub	1,950		(1,000)			950	(1,000)
A11340	Env Serv Management	251,790		(38,230)			213,560	(38,230)
A11442	Arts & Community Development	30,520		1,980			32,500	1,980
A11576	Active 4 Today	254,590			245,410		500,000	245,410
A11583	Health & Community Relations	328,820		11,690	100,000		440,510	111,690
A11731	Street Naming	26,570		(250)	300		26,620	50
A15003	Brunel Drive Depot	114,570		(28,400)			86,170	(28,400)
A15023	Street Scene Grounds Maint	177,140	(33,280)	(20,890)		(4,820)	118,150	(58,990)
A26901	Vehicle Pool And Workshop	784,330	(16,500)	93,150			860,980	76,650
C54494	Community Nutrition Grant	9,000		(9,000)			0	(9,000)
	Without Capital Recharges Sub-Total	4,349,980	71,070	152,180	407,600	(6,820)	4,974,010	624,030
	Capital Recharges Sub-Total	1,023,400		371,310			1,394,710	371,310
	Committee Total	5,373,380	71,070	523,490	407,600	(6,820)	6,368,720	995,340

BUDGET SUMMARY BY COMMITTEE - SUBJECTIVE
LEISURE & ENVIRONMENT

Code	Description	2022/23 Base Budget: March 2021	Changes agreed by SLT or P&F	Changes in assumption: net effect	Growth	Efficiencies	2022/23 Base Budget: March 2022	2022/23 Base Budget: Variance
111	Salaries And Wages	3,809,940	159,320	64,370			4,033,630	223,690
113	National Insurance	342,540		37,140			379,680	37,140
114	Superannuation	654,950		16,760			671,710	16,760
	Employees Sub-Total	4,807,430	159,320	118,270			5,085,020	277,590
211	Repairs And Maintenance	13,490		(7,050)			6,440	(7,050)
212	Energy Costs	42,140		8,430			50,570	8,430
213	Rent	1,200					1,200	0
214	Rates	43,870					43,870	0
215	Water Services	19,240					19,240	0
217	Cleaning And Domestic	800					800	0
219	Contribution To Funds	81,650		(8,500)			73,150	(8,500)
311	Transport	793,690	(16,500)	42,790			819,980	26,290
313	Contract Hire Op Lease	6,900					6,900	0
315	Car Allowances	20,290		400			20,690	400
411	Equipment And Furniture	149,220		23,730			172,950	23,730
412	Materials	37,240					37,240	0
431	Clothing And Uniforms	25,880		40			25,920	40
441	General Office Expenses	11,250		(400)	8,940		19,790	8,540
451	Contractual	371,200	(32,100)	(19,110)	255,410		575,400	204,200
452	Other Services	171,820	4,590	(25,440)	25,000	15,000	190,970	19,150
461	Communications And Computing	2,530					2,530	0
462	IEG	1,420		(60)			1,360	(60)
481	Grants	19,220					19,220	0
482	Subscriptions	0			300		300	300
491	Insurance	64,220					64,220	0
493	Other Professional Services	371,190			37,230		408,420	37,230
928	Recharge Non GF Accounts	(562,670)		18,960			(543,710)	18,960
612	Other Transfer Payments	34,920					34,920	0
821	Capital Charge	1,023,400		371,310			1,394,710	371,310
	Running Expenses Sub-Total	2,744,110	(44,010)	405,100	326,880	15,000	3,447,080	702,970
922	Contributions From Other Las	(10,500)					(10,500)	0
928	Recharge Non Gf Accounts	(199,470)					(199,470)	0
931	Sales	(100,000)					(100,000)	0
932	Fees And Charges	(1,779,760)	(44,240)	120	79,720	(21,820)	(1,765,980)	13,780
933	Rents	(2,250)					(2,250)	0
938	Fees And Charges	(85,860)			1,000		(84,860)	1,000
939	Other Receipts	(320)					(320)	0
	Income Sub-Total	(2,178,160)	(44,240)	120	80,720	(21,820)	(2,163,380)	14,780
	Committee Total	5,373,380	71,070	523,490	407,600	(6,820)	6,368,720	995,340

BUDGET SUMMARY BY COMMITTEE - OBJECTIVE
POLICY & FINANCE

Cost centre	Cost centre name	2022/23 Base Budget: March 2021	Changes agreed by SLT or P&F	Changes in assumption: net effect	Growth	Efficiencies	2022/23 Base Budget: March 2022	2022/23 Base Budget: Variance
A10601	Electoral Registration	75,140		20,750	19,760		115,650	40,510
A10801	Service Ict Applications	2,260		(2,260)			0	(2,260)
A10802	Ict	765,600		20,880	45,950		832,430	66,830
A10803	Internal Audit	82,030					82,030	0
A10804	Payments & Receipts	1,770		0			1,770	0
A10805	Income Section	70,580		39,840			110,420	39,840
A10806	Bank Charges	137,470					137,470	0
A10812	Human Resources	200,970		40,980	8,440		250,390	49,420
A10818	Committee Section	257,480		21,100			278,580	21,100
A10819	Legal Section	300,510		97,430	15,580		413,520	113,010
A10832	Central Telephones	94,700		0	14,910		109,610	14,910
A10833	Central Postages	43,990					43,990	0
A10841	Central Personnel Expenses	113,030	22,870	(10,930)			124,970	11,940
A10842	Other Employee Expenses	21,040		(1,240)			19,800	(1,240)
A10845	Information Governance	73,840		10,760			84,600	10,760
A10864	Senior Leadership Team	724,810		1,380			726,190	1,380
A10865	Corporate Asset Development	15,570		(990)			14,580	(990)
A10895	Financial Services	688,940		(9,230)	3,350	(31,020)	652,040	(36,900)
A10896	Transformation	356,520	5,000	(33,560)	3,000		330,960	(25,560)
A10897	Procurement	37,880					37,880	0
A10898	Administration Services	331,570		21,490			353,060	21,490
A10899	Insurance Claims	0			10,000		10,000	10,000
A10904	Council Tax	7,000		(22,350)			(15,350)	(22,350)
A10905	Rent Allowances	(83,790)		(29,960)			(113,750)	(29,960)
A10907	Rent Rebates	(61,740)		28,900			(32,840)	28,900
A10908	Housing Benefit Admin	176,750		(113,970)			62,780	(113,970)
A10911	Business Rates Property Unit	18,020		20,990			39,010	20,990
A11122	Risk Management	67,260		35,550	3,800		106,610	39,350
A11831	Castle House	210,820		27,640	19,590		258,050	47,230
A11833	Hayside Cottage Lowfield Lane	7,290		160			7,450	160
A11838	Beaumont Cross	(11,600)		6,760			(4,840)	6,760
A11841	Corporate Property	389,740		15,290	14,930		419,960	30,220
A11901	Members Expenses	310,060		(200)			309,860	(200)
A11902	Civic Expenses	14,280		7,150			21,430	7,150
A11911	Other Financial Transactions	(556,480)				(103,470)	(659,950)	(103,470)
A12301	Election Expenses	36,530					36,530	0
A12510	Democratic Representation	500					500	0
A12512	Ethical Governance & Standards	300					300	0
A12520	Corporate Management	177,260					177,260	0
A12530	Non Distributed Costs	265,300				(65,300)	200,000	(65,300)
A15028	Combined Service Costs	150,550		(1,000)			149,550	(1,000)
A15029	Corporate Printers	25,090					25,090	0
C54032	New Burden Council Tax Reform	17,000		(17,000)			0	(17,000)
	Without Capital Recharges Sub-Total	5,555,840	27,870	174,360	159,310	(199,790)	5,717,590	161,750
	Capital Recharges Sub-Total	396,600		68,870			465,470	68,870
	Committee Total	5,952,440	27,870	243,230	159,310	(199,790)	6,183,060	230,620

BUDGET SUMMARY BY COMMITTEE - SUBJECTIVE
POLICY & FINANCE

Code	Description	2022/23 Base Budget: March 2021	Changes agreed by SLT or P&F	Changes in assumption: net effect	Growth	Efficiencies	2022/23 Base Budget: March 2022	2022/23 Base Budget: Variance
111	Salaries And Wages	4,160,550		7,950	19,760	(103,470)	4,084,790	(75,760)
112	Other Salaries/Wages Payments	31,700		(11,700)			20,000	(11,700)
113	National Insurance	446,990		58,390			505,380	58,390
114	Superannuation	1,051,760		16,300		(65,300)	1,002,760	(49,000)
115	Other Employers Contributions	22,020					22,020	0
	Employees Sub-Total	5,713,020		70,940	19,760	(168,770)	5,634,950	(78,070)
211	Repairs And Maintenance	352,430		740			353,170	740
212	Energy Costs	92,420		17,050			109,470	17,050
213	Rent	310,000					310,000	0
214	Rates	150,950		(9,270)			141,680	(9,270)
215	Water Services	29,800		(860)			28,940	(860)
217	Cleaning And Domestic	4,740			9,950		14,690	9,950
219	Contribution To Funds	117,860		5,460			123,320	5,460
315	Car Allowances	31,450		2,500			33,950	2,500
411	Equipment And Furniture	178,770		(310)	20,110		198,570	19,800
412	Materials	220					220	0
421	Catering	11,740					11,740	0
431	Clothing And Uniforms	1,140		(150)			990	(150)
441	General Office Expenses	81,330		5,190	3,000		89,520	8,190
451	Contractual	337,750		69,740	9,640		417,130	79,380
452	Other Services	281,780		4,540	37,010		323,330	41,550
461	Communications And Computing	1,019,770	5,000	101,190	39,150		1,165,110	145,340
471	Staff	19,180		1,300			20,480	1,300
472	Members	299,600					299,600	0
473	Chairman	8,280		0			8,280	0
481	Grants	4,330			(4,330)		0	(4,330)
482	Subscriptions	53,710		960	7,210		61,880	8,170
491	Insurance	226,020			10,000	(31,020)	205,000	(21,020)
493	Other Professional Services	169,660	22,870	(9,520)	1,000		184,010	14,350
928	Recharge Non GF Accounts	(1,569,560)		(29,470)			(1,599,030)	(29,470)
611	Housing Benefits	19,948,550		(1,098,550)			18,850,000	(1,098,550)
821	Capital Charge	396,600		68,870			465,470	68,870
	Running Expenses Sub-Total	22,558,520	27,870	(870,590)	132,740	(31,020)	21,817,520	(741,000)
911	Government Grants	(20,159,520)		1,025,480			(19,134,040)	1,025,480
922	Contributions From Other Las	(162,930)		(5,570)			(168,500)	(5,570)
928	Recharge Non Gf Accounts	(715,050)		5,470	6,810		(702,770)	12,280
931	Sales	(2,000)					(2,000)	0
932	Fees And Charges	(760,680)		(1,500)			(762,180)	(1,500)
933	Rents	(256,520)		15,000			(241,520)	15,000
939	Other Receipts	(262,400)		4,000			(258,400)	4,000
	Income Sub-Total	(22,319,100)		1,042,880	6,810		(21,269,410)	1,049,690
	Committee Total	5,952,440	27,870	243,230	159,310	(199,790)	6,183,060	230,620

**SUMMARY OF
FEES & CHARGES
From 1st April 2022**

ECONOMIC DEVELOPMENT COMMITTEE

PLANNING (STATUTORY)

List of Statutory and Discretionary Fees and Charges

In addition to the statutory planning fees listed below, developments may also be liable to pay a Community Infrastructure Levy (CIL) charge – please see Planning (Discretionary) fees and charges.

Payment can be made by debit or credit card using either our on-line service at <https://www.newark-sherwooddc.gov.uk/payments-to-the-council/> (available 24 hours a day, 365 days a year), by BACS (please email planning@nsdc.info to inform payment has been made, including application reference (if known), amount and site address) or by telephoning us on 01636 650000. Please note, we no longer accept payments by cheque.

Statutory planning fees		
Category of development	2021/22 Charge	2022/23 Charge
I. Operations		
1. The erection of dwellinghouses (other than development in category 6), [includes the building of new flats].	(1) Where the application is for outline planning permission and: a) the site area does not exceed 2.5 hectares, £462 for each 0.1 hectare (or part thereof) of the site area; b) the site area exceeds 2.5 hectares, £11,432 ; and an additional £138 for each 0.1 hectare (or part thereof) in excess of 2.5 hectares, subject to a maximum in total of £150,000 . (1A) Where the application is for permission in principle £402 for each 0.1ha of the site area.	(1) Where the application is for outline planning permission and: a) the site area does not exceed 2.5 hectares, £462 for each 0.1 hectare (or part thereof) of the site area; b) the site area exceeds 2.5 hectares, £11,432 ; and an additional £138 for each 0.1 hectare (or part thereof) in excess of 2.5 hectares, subject to a maximum in total of £150,000 . (1A) Where the application is for permission in principle £402 for each 0.1ha of the site area.
	(2) in other cases:	(2) in other cases:

	<p>a) where the number of dwellinghouses to be created by the development is 50 or fewer, £462 for each dwellinghouse;</p> <p>b) where the number of dwellinghouses to be created by the development exceeds 50, £22,859; and an additional £138 for each dwellinghouse in excess of 50 dwellinghouses, subject to a maximum in total of £300,000.</p>	<p>a) where the number of dwellinghouses to be created by the development is 50 or fewer, £462 for each dwellinghouse;</p> <p>b) where the number of dwellinghouses to be created by the development exceeds 50, £22,859; and an additional £138 for each dwellinghouse in excess of 50 dwellinghouses, subject to a maximum in total of £300,000.</p>
<p>2. The erection of buildings (other than buildings in categories 1, 3, 4, 5 or 7).</p>	<p>(1) Where the application is for outline planning permission and:</p> <p>a) the site area does not exceed 2.5 hectares, £462 for each 0.1 hectare (or part thereof) of the site area;</p> <p>b) the site area exceeds 2.5 hectares, £11,432; and an additional £138 for each 0.1 hectare (or part thereof) in excess of 2.5 hectares, subject to a maximum in total of £150,000.</p> <p>(1A) Where the application is for permission in principle £402 for each 0.1ha of the site area.</p> <p>(2) in other cases:</p> <p>a) where no floor space (as measured to the outside wall) is to be created by the development, £234;</p>	<p>(1) Where the application is for outline planning permission and:</p> <p>a) the site area does not exceed 2.5 hectares, £462 for each 0.1 hectare (or part thereof) of the site area;</p> <p>b) the site area exceeds 2.5 hectares, £11,432; and an additional £138 for each 0.1 hectare (or part thereof) in excess of 2.5 hectares, subject to a maximum in total of £150,000.</p> <p>(1A) Where the application is for permission in principle £402 for each 0.1ha of the site area.</p> <p>(2) in other cases:</p> <p>a) where no floor space (as measured to the outside wall) is to be created by the development, £234;</p>

	<ul style="list-style-type: none"> b) where the area of gross floor space to be created by the development does not exceed 40 square metres, £234; c) where the area of the gross floor space to be created by the development exceeds 40 square metres, but does not exceed 75 square metres, £462; d) where the area of the gross floor space to be created by the development exceeds 75 square metres, but does not exceed 3750 square metres, £462 for each 75 square metres (or part thereof) of that area; e) where the area of gross floor space to be created by the development exceeds 3750 square metres, £22,859; and an additional £138 for each 75 square metres (or part thereof) in excess of 3750 square metres, subject to a maximum in total of £300,000. 	<ul style="list-style-type: none"> b) where the area of gross floor space to be created by the development does not exceed 40 square metres, £234; c) where the area of the gross floor space to be created by the development exceeds 40 square metres, but does not exceed 75 square metres, £462; d) where the area of the gross floor space to be created by the development exceeds 75 square metres, but does not exceed 3750 square metres, £462 for each 75 square metres (or part thereof) of that area; e) where the area of gross floor space to be created by the development exceeds 3750 square metres, £22,859; and an additional £138 for each 75 square metres (or part thereof) in excess of 3750 square metres, subject to a maximum in total of £300,000.
<p>3. The erection, on land used for the purposes of agriculture, of buildings to be used for agricultural purposes (other than buildings in category 4).</p>	<p>(1) Where the application is for outline planning permission and:</p> <ul style="list-style-type: none"> a) the site area does not exceed 2.5 hectares, £462 each 0.1 hectare (or part thereof) of the site area; b) the site area exceeds 2.5 hectares, £11,432; and an 	<p>(1) Where the application is for outline planning permission and:</p> <ul style="list-style-type: none"> a) the site area does not exceed 2.5 hectares, £462 each 0.1 hectare (or part thereof) of the site area; b) the site area exceeds 2.5 hectares, £11,432; and an

	<p>additional £138 for each additional hectare (or part thereof) in excess of 2.5 hectares, subject to a maximum in total of £150,000.</p> <p>(1A) Where the application is for permission in principle £402 for each 0.1ha of the site area.</p>	<p>additional £138 for each additional hectare (or part thereof) in excess of 2.5 hectares, subject to a maximum in total of £150,000.</p> <p>(1A) Where the application is for permission in principle £402 for each 0.1ha of the site area.</p>
	<p>(2) in other cases:</p> <ul style="list-style-type: none">a) where the area of gross floor space to be created by the development does not exceed 465 square metres, £96;b) where the area of gross floor space to be created by the development exceeds 465 square metres but does not exceed 540 square metres, £462;c) where the area of the gross floor space to be created by the development exceeds 540 square metres but does not exceed 4215 square metres, £462 for the first 540 square metres, and an additional £462 for each 75 square metres (or part thereof) in excess of 540 square metres; andd) where the area of gross floor space to be created by the development exceeds 4215 square metres, £22,859; and an	<p>(2) in other cases:</p> <ul style="list-style-type: none">a) where the area of gross floor space to be created by the development does not exceed 465 square metres, £96;b) where the area of gross floor space to be created by the development exceeds 465 square metres but does not exceed 540 square metres, £462;c) where the area of the gross floor space to be created by the development exceeds 540 square metres but does not exceed 4215 square metres, £462 for the first 540 square metres, and an additional £462 for each 75 square metres (or part thereof) in excess of 540 square metres; andd) where the area of gross floor space to be created by the development exceeds 4215 square metres, £22,859; and an

	additional £138 for each 75 square metres (or part thereof) in excess of 4215 square metres, subject to a maximum in total of £300,000 .	additional £138 for each 75 square metres (or part thereof) in excess of 4215 square metres, subject to a maximum in total of £300,000 .
4. The erection of glasshouses on land used for the purposes of agriculture.	(1) Where the area of gross floor space to be created by the development does not exceed 465 square metres, £96 ; (2) where the area of gross floor space to be created by the development exceeds 465 square metres, £2,580 .	(1) Where the area of gross floor space to be created by the development does not exceed 465 square metres, £96 ; (2) where the area of gross floor space to be created by the development exceeds 465 square metres, £2,580 .
5. The erection, alteration or replacement of plant or machinery.	(1) Where the site area does not exceed 5 hectares, £462 for each 0.1 hectare (or part thereof) of the site area; (2) Where the site area exceeds 5 hectares, £22,859 ; and an additional £138 for each 0.1 hectare (or part thereof) in excess of 5 hectares, subject to a maximum in total of £300,000 .	(1) Where the site area does not exceed 5 hectares, £462 for each 0.1 hectare (or part thereof) of the site area; (2) Where the site area exceeds 5 hectares, £22,859 ; and an additional £138 for each 0.1 hectare (or part thereof) in excess of 5 hectares, subject to a maximum in total of £300,000 .
6. The enlargement, improvement or other alteration of existing dwelling houses.	(1) Where the application relates to one dwellinghouse, £206 ; (2) Where the application relates to two or more dwellinghouses, £407 .	(1) Where the application relates to one dwellinghouse, £206 ; (2) Where the application relates to two or more dwellinghouses, £407 .
7. The carrying out of operations (including the erection of a building) within the curtilage of an existing dwellinghouse, for purposes ancillary to the enjoyment of the dwellinghouse as such, or the erection or construction of gates, fences, walls or other means of enclosure along a boundary of the curtilage of an existing dwellinghouse.	£206	£206

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<p>8. The construction of car parks, service roads and other means of access on land used for the purposes of a single undertaking, where the development is required for a purpose incidental to the existing use of the land.</p>	<p>£234</p>	<p>£234</p>
<p>9. The carrying out of any operations connected with exploratory drilling for oil or natural gas.</p>	<p>(1) Where the site area does not exceed 7.5 hectares, £508 for each 0.1 hectare (or part thereof) of the site area;</p> <p>(2) where the site area exceeds 7.5 hectares, £38,070; and an additional £151 for each 0.1 hectare (or part thereof) in excess of 7.5 hectares, subject to a maximum in total of £300,000.</p>	<p>(1) Where the site area does not exceed 7.5 hectares, £508 for each 0.1 hectare (or part thereof) of the site area;</p> <p>(2) where the site area exceeds 7.5 hectares, £38,070; and an additional £151 for each 0.1 hectare (or part thereof) in excess of 7.5 hectares, subject to a maximum in total of £300,000.</p>
<p>10. The carrying out of any operations (other than operations coming within category 9) for the winning and working of oil or natural gas.</p>	<p>Where the site area:</p> <p>a) does not exceed 15 hectares, £257 for each 0.1 hectare of the site area,</p> <p>b) exceeds 15 hectares, £32,100; and an additional £126 for each 0.1 hectare in excess of 15 hectares, subject to a maximum in total of £78,000.</p>	<p>Where the site area:</p> <p>a) does not exceed 15 hectares, £257 for each 0.1 hectare of the site area,</p> <p>b) exceeds 15 hectares, £38,520; and an additional £151 for each 0.1 hectare in excess of 15 hectares, subject to a maximum in total of £78,000.</p>
<p>11. The carrying out of any operations not coming within any of the above categories.</p>	<p>(1) In the case of operations for the winning and working of minerals:</p> <p>a) where the site area does not exceed 15 hectares, £234 for each 0.1 hectare (or part thereof) of the site area;</p> <p>b) where the site area exceeds 15 hectares, £34,934; and an additional £138 for each 0.1 hectare (or part thereof) in</p>	<p>(1) In the case of operations for the winning and working of minerals:</p> <p>a) where the site area does not exceed 15 hectares, £234 for each 0.1 hectare (or part thereof) of the site area;</p> <p>b) where the site area exceeds 15 hectares, £34,934; and an additional £138 for each 0.1 hectare (or part thereof) in</p>

	<p>excess of 15 hectares, subject to a maximum in total of £78,000;</p> <p>(2) In any other case, £234 for each 0.1 hectare (or part thereof) of the site area, subject to a maximum in total of £2,028.</p>	<p>excess of 15 hectares, subject to a maximum in total of £78,000;</p> <p>(2) In any other case, £234 for each 0.1 hectare (or part thereof) of the site area, subject to a maximum in total of £2,028.</p>
II. Uses of Land		
<p>1. The change of use of a building to use as one or more separate dwellinghouses.</p>	<p>(1) Where the change of use is from a previous use as a single dwellinghouse to use as two or more single dwellinghouses:</p> <p>a) where the change of use is to use as 50 or fewer dwellinghouses, £462 for each additional dwellinghouse;</p> <p>b) where the change of use is to use as more than 50 dwellinghouses, £22,859; and an additional £138 for each dwellinghouse in excess of 50 dwellinghouses, subject to a maximum in total of £300,000;</p>	<p>(1) Where the change of use is from a previous use as a single dwellinghouse to use as two or more single dwellinghouses:</p> <p>(a) where the change of use is to use as 50 or fewer dwellinghouses, £462 for each additional dwellinghouse;</p> <p>(b) where the change of use is to use as more than 50 dwellinghouses, £22,859; and an additional £138 for each dwellinghouse in excess of 50 dwellinghouses, subject to a maximum in total of £300,000;</p>
	<p>(2) in all other cases:</p> <p>a) where the change of use is to use as 50 or fewer dwellinghouses, £462 for each dwellinghouse;</p> <p>b) where the change of use is to use as more than 50 dwellinghouses, £22,859; and an additional £138 for each dwellinghouse in excess of 50</p>	<p>(2) in all other cases:</p> <p>a) where the change of use is to use as 50 or fewer dwellinghouses, £462 for each dwellinghouse;</p> <p>b) where the change of use is to use as more than 50 dwellinghouses, £22,859; and an additional £138 for each dwellinghouse in excess of 50</p>

	dwellinghouses, subject to a maximum in total of £300,000 .	dwellinghouses, subject to a maximum in total of £300,000 .
2. The use of land for: a) the disposal of refuse or waste materials; b) the deposit of material remaining after minerals have been extracted from land; or c) the storage of minerals in the open.	(1) Where the site area does not exceed 15 hectares, £234 for each 0.1 hectare (or part thereof) of the site area; (2) where the site area exceeds 15 hectares, £34,934 ; and an additional £138 for each 0.1 hectare (or part thereof) in excess of 15 hectares, subject to a maximum in total of £78,000 .	(1) Where the site area does not exceed 15 hectares, £234 for each 0.1 hectare (or part thereof) of the site area; (3) where the site area exceeds 15 hectares, £34,934 ; and an additional £138 for each 0.1 hectare (or part thereof) in excess of 15 hectares, subject to a maximum in total of £78,000 .
3. The making of a material change in the use of a building or land (other than a material change of use in category 11 or 12(a), (b) or (c)).	£462	£462
III. Scale of Fees in Respect of Applications for Consent to Display Advertisements		
1. Advertisements displayed externally on business premises, the forecourt of business premises or other land within the curtilage of business premises, wholly with reference to all or any of the following matters: a) the nature of the business or other activity carried on the premises; b) the goods sold or the services provided on the premises; or c) the name and qualifications of the person carrying on such business or activity or supplying such goods or services.	£132	£132
2. Advertisements for the purpose of directing members of the public to, or otherwise drawing attention to the existence of, business premises which are in the same locality as the site on which the advertisement is to be displayed but which are not visible from that site.	£132	£132
3. All other advertisements.	£462	£462
Lawful development certificate (LDC)		

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LDC – Section 191(1) (a) or (b) application for a certificate to establish the lawfulness of an existing land-use, or of development already carried out.	Same as Full for that use or operation	Same as Full for that use or operation
LDC – Section 191(1) (c) application for a certificate to establish that it was lawful not to comply with a particular condition or other limitation imposed on a planning permission. Existing Use LDC - lawful not to comply with a particular condition	£234	£234
LDC – Section 192(1) (a) or (b) application for a certificate to state that a proposed use or development would be lawful.	Half the normal planning fee if submitting a new application for that use or operation.	Half the normal planning fee if submitting a new application for that use or operation.
Prior approval		
Construction of new dwellinghouses: 50 dwellinghouses or fewer	£334 for each dwellinghouse	£334 for each dwellinghouse
Construction of new dwellinghouses: More than 50 dwellinghouses	£16,525 + £100 for each dwellinghouse in excess of 50 Maximum fee of £300,000	£16,525 + £100 for each dwellinghouse in excess of 50 Maximum fee of £300,000
Additional storeys on a home	N/A	£96
Enlargement of a dwellinghouse (which exceeds the limits in paragraph A.1(f) of Part 1 Class A of Schedule 2	£96	£96
Agricultural and Forestry buildings & operations	£96	£96
Demolition of buildings	£96	£96
Communications (previously referred to as ‘Telecommunications Code Systems Operators’)	£462	£462
Change of Use from Shops (Class A1), Professional and Financial Services (Class A2), Takeaways (Class A5), Betting Offices, Pay Day Loan Shops or Launderettes to Offices (Class B1a)	£96	£96
Change of Use of a building and any land within its curtilage from Business (Use Class B1), Hotels (Use Class C1), Residential Institutions (Use Class C2), Secure Residential Institutions (Use Class C2A) or Assembly and Leisure (Use Class D2) to a State Funded School or Registered Nursery	£96	£96
Change of Use of a building and any land within its curtilage from an Agricultural Building to a State-Funded School or Registered Nursery	£96	£96

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Change of Use of a building and any land within its curtilage from an Agricultural Building to a flexible use within Shops (Use Class A1), Financial and Professional services (Use Class A2), Restaurants and Cafes (Use Class A3), Business (Use Class B1), Storage or Distribution (Use Class B8), Hotels (Use Class C1), or Assembly or Leisure (Use Class D2)	£96	£96
Change of Use of a building and any land within its curtilage from Offices (Use Class B1a) Use to Dwellinghouses (Use Class C3)	£96	£96
Change of Use of a building and any land within its curtilage from an Agricultural Building to Dwellinghouses (Use Class C3)	£96 ; or £206 if it includes building operations in connection with the change of use	£96 ; or £206 if it includes building operations in connection with the change of use
Change of use of a building from Shops (Use Class A1), Financial and Professional Services (Use Class A2), Betting Offices, Pay Day Loan Shops, Launderette; or a mixed use combining one of these uses and use as a dwellinghouse to Dwellinghouses (Use Class C3)	£96 ; or £206 if it includes building operations in connection with the change of use	£96 ; or £206 if it includes building operations in connection with the change of use
Change of use of a building and any land within its curtilage from Light Industrial (Use Class B1c) to Dwellinghouses (Use Class C3)	£96	£96
Change of Use of a building and any land within its curtilage from Amusement Arcades/Centres and Casinos (Sui Generis Uses) to Dwellinghouses (Use Class C3)	£96 ; or £206 if it includes building operations in connection with the change of use	£96 ; or £206 if it includes building operations in connection with the change of use
Change of Use of a building from Shops (Use Class A1), Financial and Professional Services (Use Class A2), Betting Offices, Pay Day Loan Shops and Casinos (Sui Generis Uses) to Restaurants and Cafés (Use Class A3)	£96 ; or £206 if it includes building operations in connection with the change of use	£96 ; or £206 if it includes building operations in connection with the change of use
Change of Use of a building from Shops (Use Class A1) and Financial and Professional Services (Use Class A2), Betting Offices, Pay Day Loan Shops (Sui Generis Uses) to Assembly and Leisure Uses (Use Class D2)	£96	£96
Change of Use from Shops (Class A1), Professional and Financial Services (Class A2), Takeaways (Class A5), Betting Offices, Pay Day Loan Shops or Launderettes to Offices (Class B1a)	£96	£96
Development Consisting of the Erection or Construction of a Collection Facility within the Curtilage of a Shop	£96	£96

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Erection, extension or alteration of a university building	N/A	£96
Temporary Use of Buildings or Land for the Purpose of Commercial Film-Making and the Associated Temporary Structures, Works, Plant or Machinery required in Connection with that Use	£96	£96
Installation, Alteration or Replacement of other Solar Photovoltaics (PV) equipment on the Roofs of Non-domestic Buildings, up to a Capacity of 1 Megawatt	£96	£96
Reserved matters		
Application for approval of reserved matters following outline approval	In respect of reserved matters you must pay a sum equal to or greater than what would be payable at current rates for approval of all the reserved matters. If this amount has already been paid then the fee is £462	In respect of reserved matters you must pay a sum equal to or greater than what would be payable at current rates for approval of all the reserved matters. If this amount has already been paid then the fee is £462
Approval/variation/discharge of condition		
Application for removal or variation of a condition following grant of planning permission	£234	£234
Request to discharge one or more planning conditions or for confirmation of compliance with one or more planning conditions. No charge is made for the following:- <ul style="list-style-type: none"> • Requests relating to Listed Building Consent • Requests relating to Tree Works Consent 	£34 per request for Householder otherwise £116 per request	£34 per request for Householder otherwise £116 per request
Application for a non-material amendment following a grant of planning permission or permission in principle		
Applications in respect of householder developments	£34	£34
Applications in respect of other developments	£234	£234
Hazardous substances consents		
For proposals involving the presence of a substance in excess of twice the controlled quantity	£400	£400
For applications where no one substance exceeds twice the controlled quantity	£250	£250
An application for the removal of conditions attached to a grant of consent or for the continuation of a consent upon partial change in ownership of the land	£200	£200

Certificates of Appropriate Alternative Development		
Applications in respect of certificates of appropriate alternative development	£234	£234
Concessions		
<p>Exemptions from payment: Details of when exemptions apply are set out within The Town and Country Planning (Fees for Applications, Deemed Applications and Site Visits) (England) Regulations (as amended) (https://www.legislation.gov.uk/uksi/2012/2920/contents/made). Additionally, exemptions for other types of application are detailed below.</p>		
For alterations, extensions, etc. to a dwelling house, where the alteration is for the benefit of a registered disabled person		
An application solely for the carrying out of the operations for the purpose of providing a means of access for disabled persons to or within a building or premises to which members of the public are admitted		
Listed Building Consent		
Planning applications for demolition of unlisted buildings within conservation areas.		
Works to Trees covered by a Tree Preservation Order or in a Conservation Area		
Hedgerow Removal		
<p>If the proposal is the first revision of an application for development of the same character or description on the same site by the same applicant within 12 months of making the earlier application if withdrawn, or the date of decision if granted or refused and NOT a duplicate application made by the same applicant within 28 days then a “free-go” exemption may be available. Applicants cannot benefit from more than one free-go per application site. This table (https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/574500/When_are_applications_eligible_for_a_free_go_.pdf) sets out the type of application which can benefit from a “free go” and the conditions and requirements to be eligible.</p>		
<p>An application for a “free-go” needs to be received by 5pm on the working day it expires (e.g. if a decision notice is dated 12 March 2020 the “free-go” can be submitted up to and including 5pm on 12 March 2021).</p>		
If the application is for a lawful development certificate, for existing use, where an application for planning permission for the same development would be exempt from the need to pay a planning fee under any other planning fee regulation		
There is no fee for a prior approval application where a planning application for the same site is submitted at the same time by or on behalf of the same person		
<p>If the application is for consent to display an advertisement following either a withdrawal of an earlier application (before notice of decision was issued) or where the application is made following refusal of consent for display of an advertisement, and where the application is made by or on behalf of the same person.</p> <p>An application for a “free-go” needs to be received by 5pm on the working day it expires (e.g. if a decision notice is dated or the 12 March 2020 the “free-go” can be submitted up to and including 5pm on 12 March 2021).</p>		

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If the application is for consent to display an advertisement which results from a direction under Regulation 7 of The Town and Country Planning (Control of Advertisements) (England) Regulations 2007 dis-applying deemed consent under Regulation 6 to the advertisement in question
If the application relates to a condition or conditions on an application for Listed Building Consent or planning permission for relevant demolition in a Conservation Area
If the application is for a Certificate of Lawfulness of Proposed Works to a listed building
'Second application' exemption for applications for prior approval under Part 20 Construction of up to 2 storeys to create new flats on the topmost residential storey of a building which is an existing purpose-built, detached block of flats which are made by the same applicant, in respect of the same character or description of development on the same site or part of the same site and within 12 months of a determination of an earlier application (where a fee has previously been paid) under Part 20 or, in the case of an earlier application under Part 20 which was withdrawn, the date when that application was received by the local planning authority.
Reductions to payments
If the application is being made on behalf of a non-profit making sports club, society or other organisation for making a material change of use or works for playing fields not involving buildings then the fee is £462
If the application is being made on behalf of a parish or community council then the fee is 50% of the application fee (with the exception of submissions for discharge of conditions where the full fee is payable).
If the application is an alternative proposal being submitted on the same site by the same applicant on the same day, the fee shall be: (a) the highest of the amounts calculated for each of the alternative proposals, plus (b) an amount equal to the sum of all the alternative proposal added together (excluding that calculated under (a)) divided by 2.
In respect of reserved matters you must pay a sum equal to or greater than what would be payable at current rates for approval of all the reserved matters. If this amount has already been paid then the fee is £462 .
If the application is for a Lawful Development Certificate for a Proposed use or development, then the fee is 50% of the fee due if a full planning application were submitted.
If two or more applications are submitted for different proposals on the same day and relating to the same site then you must pay the fee for the highest fee plus half sum of the others.
Where an application relates to development which is within more than one fee category, the correct fee is simply the highest of the fees payable (this does not apply if residential (dwellinghouses) are proposed).

ECONOMIC DEVELOPMENT COMMITTEE

PLANNING (DISCRETIONARY)

Newark and Sherwood's Planning Development and Planning Policy departments produces a variety of documents, many of which can be obtained free of charge, however on occasion we may need to charge for our documents and discretionary services on a cost-recovery basis to enable them to continue to be provided.

Pre Application Advice

Why Apply?

The pre-application phase of development management is part of a positive and proactive planning process. Engagement prior to a planning application being formally submitted can be critically important and should provide the applicant and the Council with the opportunity to gain a clear understanding of the objectives of and any constraints on development.

It also provides an opportunity for wider engagement, where appropriate, with other stakeholders, including the local community, which can deliver better outcomes for all parties.

We provide a comprehensive pre-application advice service. In order to provide a high quality and efficient service, which includes amongst other things consultation with key stakeholders, a service fee is required. Pre-application advice will:

- Identify and assess the prospective application against Council policies and standards;
- Where requested, arrange to attend a meeting with the prospective applicant (normally at the Council Offices);
- Where specialist advice is requested at a meeting, the necessary officers will attend subject to availability; and
- Provide a detailed written response in the context of the plans/information provided and meeting discussions which will include a list of supporting documents that would need to be submitted with any application to ensure that it is valid on receipt, a list of possible conditions that could be attached to any similar proposal if submitted (providing that the proposal would not be unacceptable), and details of any responses received from statutory and other consultees through the pre-application process.

Where follow up advice is sought, this must be made in writing and must include the original planning reference given by the Council and clear details of the additional advice being requested. Any such requests will be acknowledged in writing within 1 week. If you then wish to proceed, the fee must be paid in full prior to any advice being issued.

Qualification

Any views or opinions expressed are in good faith, without prejudice to the formal consideration of any planning application, which will be subject to formal public consultation (which will include the relevant Town or Parish Council) and ultimately decided by the Council. It should be noted that subsequent alterations to legislation or local, regional and national policies might affect the advice given.

Processing of Planning Applications Submitted After Advice Sought

The planning service will seek to process applications within the Department for Levelling Up, Housing and Communities (DLUHC) prescribed timescale. Applications submitted following pre-application advice may take less time to determine. Applications that have been submitted in the absence of any pre-application discussions are likely to be refused without further negotiation where significant amendments are required to make the development acceptable. Caution should be exercised in respect of pre-application advice for schemes that are not submitted within a short time of the Council's advice letter.

The pre-application advice application form may be found on our website.

If you have any queries regarding our pre-application advice service please visit our website (<https://www.newark-sherwooddc.gov.uk/pre-applicationadvice/>) or contact us by email at planning@nsdc.info or telephone 01636 650000.

Unless otherwise stated, the fees for this service are fixed and will include the following (**charges are inclusive of VAT**). Terms and conditions. Standard fees must be paid on submission of the request for advice.

Development Category	2021/22 Charge	2022/23 Charge
CATEGORY A - PRE-APPLICATION ADVICE ON A DEVELOPMENT PROPOSAL New floor-space or change of use of 10,000 square metres or more (except where the proposal would provide 100 or more dwellings) or where the site area is 2 hectares or more. Development subject to an Environmental Impact Assessment (EIA).	Fixed charge of £1,540 - with an additional meeting if required. This would cover a site visit, up to 3 no. 1 hour meetings) with the case officer and one letter. Schemes requiring a greater amount of Officer input and/or review of statements by third parties to be agreed on a bespoke basis by the Business Manager, Planning Development	Fixed charge of £1,571 - with an additional meeting if required. This would cover a site visit, up to 3 no. 1 hour meetings) with the case officer and one letter. Schemes requiring a greater amount of Officer input and/or review of statements by third parties to be agreed on a bespoke basis by the Business Manager, Planning Development

<p>CATEGORY B - LARGE SCALE MAJOR DEVELOPMENT Residential development of 100 or more or where the site area is 4 hectares or more.</p>	<p>£1,920</p> <p>This will cover a site visit, up to 3 no. 1 hour meetings) with the case officer and one letter. For development proposals of a more significant nature, requiring more regular meetings, other officers in attendance or review of statements by third parties a bespoke fee will be agreed.</p>	<p>£1,958</p> <p>This will cover a site visit, up to 3 no. 1 hour meetings) with the case officer and one letter. For development proposals of a more significant nature, requiring more regular meetings, other officers in attendance or review of statements by third parties a bespoke fee will be agreed.</p>
<p>CATEGORY C - MAJOR DEVELOPMENT Residential development of between 50 and 99 dwellings (inclusive) dwellings or where the site area is 0.5 hectares up to less than 4 hectares.</p>	<p>£1,450</p> <p>This will cover a site visit, up to 2 no. 1 hour meetings with the case officer and one letter. Where additional advice is required and/or review of statements by third parties a bespoke fee will be determined by the Business Manager - Planning Development.</p>	<p>£1,479</p> <p>This will cover a site visit, up to 2 no. 1 hour meetings with the case officer and one letter. Where additional advice is required and/or review of statements by third parties a bespoke fee will be determined by the Business Manager - Planning Development.</p>
<p>CATEGORY D - SMALL SCALE MAJOR DEVELOPMENT Residential development of between 11 and 49 dwellings (inclusive) dwellings or where the site area is 0.5 hectares up to less than 4 hectares.</p>	<p>£1,030</p> <p>This will cover a site visit, up to 2 no. 1 hour meetings with the case officer and one letter. Where additional advice is required and/or review of statements by third parties a bespoke fee will be determined by the Business Manager - Planning Development.</p>	<p>£1,051</p> <p>This will cover a site visit, up to 2 no. 1 hour meetings with the case officer and one letter. Where additional advice is required and/or review of statements by third parties a bespoke fee will be determined by the Business Manager - Planning Development.</p>
<p>CATEGORY E - SMALL SCALE OTHER DEVELOPMENT Examples include:</p>	<p>£580</p>	<p>£592</p>

Residential development of between 2 and 10 dwellings or where the site area is below 0.5 hectares.	This will cover a site visit, 1 hour meeting with the case officer and one letter.	This will cover a site visit, 1 hour meeting with the case officer and one letter.
<p>CATEGORY F - All OTHER DEVELOPMENT AND CONSENTS NOT WITHIN CATEGORIES B TO D BUT EXCLUDING HOUSEHOLDER DEVELOPMENT</p> <p>Examples include: 1 new dwelling. New floor space of less than 300 sqm or change of use (excluding change of use to 2 or more dwellings which falls within the above categories).</p>	<p>£204</p> <p>This will cover a site visit, 1 hour meeting with the case officer and one letter.</p>	<p>£208</p> <p>This will cover a site visit, 1 hour meeting with the case officer and one letter.</p>
<p>CATEGORY G - WIND TURBINES</p>	<p>£1,280</p> <p>This will cover a site visit, 2 hour meeting with the case officer and one letter.</p> <p>For proposals of a more significant nature, requiring more regular meetings a bespoke fee will be agreed by the Business Manager, Planning Development</p>	<p>£1,306</p> <p>This will cover a site visit, 2 hour meeting with the case officer and one letter.</p> <p>For proposals of a more significant nature, requiring more regular meetings a bespoke fee will be agreed by the Business Manager, Planning Development</p>
<p>CATEGORY H - HOUSEHOLDER APPLICATIONS</p> <p>Works to a house or within its garden. (NB. a fee DOES NOT apply to Listed Buildings in domestic use, for maintenance and repair advice (unless part of a redevelopment proposal – see pre-application categories above), or if the building represents heritage at risk (e.g. if on a risk register and/or in a Conservation Area at risk).</p>	<p>£64</p> <p>This will cover a site visit by the case officer and one letter.</p>	<p>£65</p> <p>This will cover a site visit by the case officer and one letter.</p>
<p>CATEGORY I - ADVICE WHICH IS NOT COVERED BY ANY OF THE ABOVE CATEGORIES OR REQUIRES A FEE TO BE AGREED WITH THE BUSINESS MANAGER - PLANNING DEVELOPMENT</p>	<p>A bespoke fee will be agreed in advance based on the likely time taken, the level of experience of the Officer as well as other specialists required to provide any such advice.</p>	<p>A bespoke fee will be agreed in advance based on the likely time taken, the level of experience of the Officer as well as other specialists required to provide any such advice.</p>

<p>CATEGORY J - ADVICE ON PROPOSALS FOR WORKS TO TREES PROTECTED BY A TREE PRESERVATION ORDER OR WITHIN A CONSERVATION AREA</p>	<p>£50</p>	<p>£79</p>
<p>CATEGORY K - FOLLOW-UP ADVICE This is based on an amendment to the scheme in an attempt to make it acceptable but does not include complete alterations to developments that require e.g. reconsultation(s).</p>	<p>Half of the above fees for categories A to H. Category will be calculated on a bespoke basis.</p>	<p>Half of the above fees for categories A to H. Category will be calculated on a bespoke basis.</p>
<p>CATEGORY L - ANNUAL FEE FOR PRE-APPLICATION ADVICE FOR MAJOR LANDOWNERS This will cover up to 4 meetings per annum with an Officer and provide advice on day-to-day operational proposals associated with the land holding. Site visits will be undertaken throughout the year as required by the proposals being discussed. Written advice will be provided as required following the meetings. Excluded from this fee would be matters such as development proposals of land for major housing developments which would be subject to the fees in the schedule above.</p>	<p>£4,400</p>	<p>£4,490</p>
<p>CATEGORY M - PRE-APPLICATION PROPOSALS PRESENTED BY THE APPLICANT/DEVELOPER PRIOR TO SUBMISSION OF A PLANNING APPLICATION OR APPLICATIONS PRESENTED PRIOR TO DETERMINATION A few applications each year due to their scale and/or complex issues, for example, benefit from involving the community and Councillors. The case officer for these types of application will recommend to the developer/applicant that consultation is undertaken via a Developer Consultation Forum. The fee is in addition to the fee levels above.</p>	<p>£500 unless a Planning Performance Agreement has been entered into and includes this cost.</p>	<p>£510 unless a Planning Performance Agreement has been entered into and includes this cost.</p>
<p>CATEGORY N - EMPTY PROPERTIES (DWELLINGHOUSES) Available, at the discretion of the Council, to empty property owners who are working with the Council to bring their property back into habitable use.</p>	<p>£0</p>	<p>£0</p>

<p>CATEGORY O - VARIATIONS OR MODIFICATIONS TO A SECTION 106 PLANNING OBLIGATION Applicable when the variation or modification is not required following submission of a new planning application, i.e. those variations/modifications sought independently by a developer.</p>	<p>£100</p>	<p>£102</p>
<p>CATEGORY P - LISTED BUILDINGS AND CONSERVATION AREAS Development that requires either listed building consent or might affect the character and/or setting of a listed building and/or conservation area.</p>	<p>N/A</p>	<p>A meeting/consultation of no more than 1 hour will be provided free of charge. Thereafter, the fee to be paid will be dependent upon the amount of time that it will take to deal with the enquiry. Due to the bespoke nature of advice in relation to heritage assets, this will be calculated on a case-by-case basis. The fee will be advised and will be required to be paid prior to providing advice. The hourly rate will be those set out below. For heritage owners who are (a) on Universal Credit or similar; (b) owners of a High Street Heritage Action Zone (HAZ) scheme; or (c) owner of a Heritage at Risk property, advice will be provided without a charge. Evidence of Universal Credit (or similar) must be provided prior to a consultation/meeting.</p>

Development Category	2021/22 Charge	2022/23 Charge
Business Manager	£120.00	£124.00
Senior Planner / Planning Technical Support Manager	£83.00	£85.50
Tree/Landscape Officer	N/A	£79.00
Conservation/Planning Officer	£72.00	£74.00
Trainee Planning Officer	£60.00	£62.00

Support Officer	£40.00	£41.00
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Additional service	2021/22 Charge	2022/23 Charge
Confirmation that Permitted Development rights have not been removed Not all properties benefit from permitted development (PD) rights. PD rights may have been removed by condition either in the original permission or any subsequent permissions or due to a property being in a designated area for example covered by an Article 4 Direction. The planning history and constraints/designations of the site will be checked and a response provided within 10 working days.	Householder development £40.00 incl. VAT	Householder development £41.00 incl. VAT
Confirmation that a planning Enforcement Notice has been complied with (including Listed Building, Breach of Condition etc.) Enforcement Notices are issued with requirements that must be undertaken as well as timescales for compliance. Should confirmation be required that these requirements have been met, a history check and/or site visit will be undertaken. A response will be provided within 10 working days.	N/A	£120.00

Invalid Planning Application Charge

Applicants and Agents are encouraged to read the Validation guidance document which we have published on the Council’s website (<https://www.newark-sherwooddc.gov.uk/validationchecklists/>) prior to submitting planning applications, as minor changes can happen between major revisions of the guidance. In order to reduce the costs associated with administering planning applications we encourage quality submissions. From 1 April, 2022, the service will be implementing a charge to recover the costs of handling invalid planning applications, due to a high number of invalid applications being handled by the authority which are returned to customers.

Following the first validation check, should an applicant or agent withdraw or fail to provide missing information within the relevant timescales as set out in the invalid letter, the service will mark the application as closed and return any fees, less the cost shown below (process cost-recovery):

10% of the fee, subject to a minimum of **£200** for Major Developments*;

10% of the fee, subject to a minimum of **£50** for Minor Developments*;

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10% of the fee, subject to a minimum of **£25** for Other Developments (includes Householders and those applications which do not fall within the major, minor or other categories)*.

*Applications submitted as a variation of condition will be subject to **10%** of the fee

The major, minor and other categories of developments are those as set out within the Government’s classification of development types (<https://www.gov.uk/government/publications/district-planning-matters-return-ps1-and-ps2>). What constitutes a major development is set out within the *Town and Country Planning (Development Management Procedure) (England) Order 2015*.

Fees for monitoring of planning obligations

We carefully monitor all Legal Agreements in a transparent manner to ensure that contributions are spent on their intended purpose and that the associated development contributes to the sustainability of the area. Where schemes have been closely monitored the community contributions expected from the development have been secured. Additionally the transaction stages become easier when confirmation has been sought that compliance has been made with the obligations. The fees for monitoring of planning obligations are:

Obligations	2021/22 Charge	2022/23 Charge
Financial Obligations	£240	£240
Physical Obligation	£66	£66

Legal Agreements / S106 Planning Obligations	2021/22 Charge	2022/23 Charge
Request for confirmation of compliance with a legal agreement associated with a planning permission in relation to the sale of a property	£36	£36
Request for confirmation of compliance with a legal agreement associated with a planning permission in relation to the sale of a property where conformation requires background request.	£36 + £36 per hour for every additional hour spent on the research.	£36 + £36 per hour for every additional hour spent on the research.
Request for confirmation of compliance with a legal agreement associated with a planning permission through submission of details to demonstrate compliance where this is not specified in the legal agreement.	£100	£100
Request for confirmation of compliance with S106 Agreements through submission of details to comply or for subsequent requests to confirm requirements have been met.	£150	£150

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Community Infrastructure Levy (CIL)

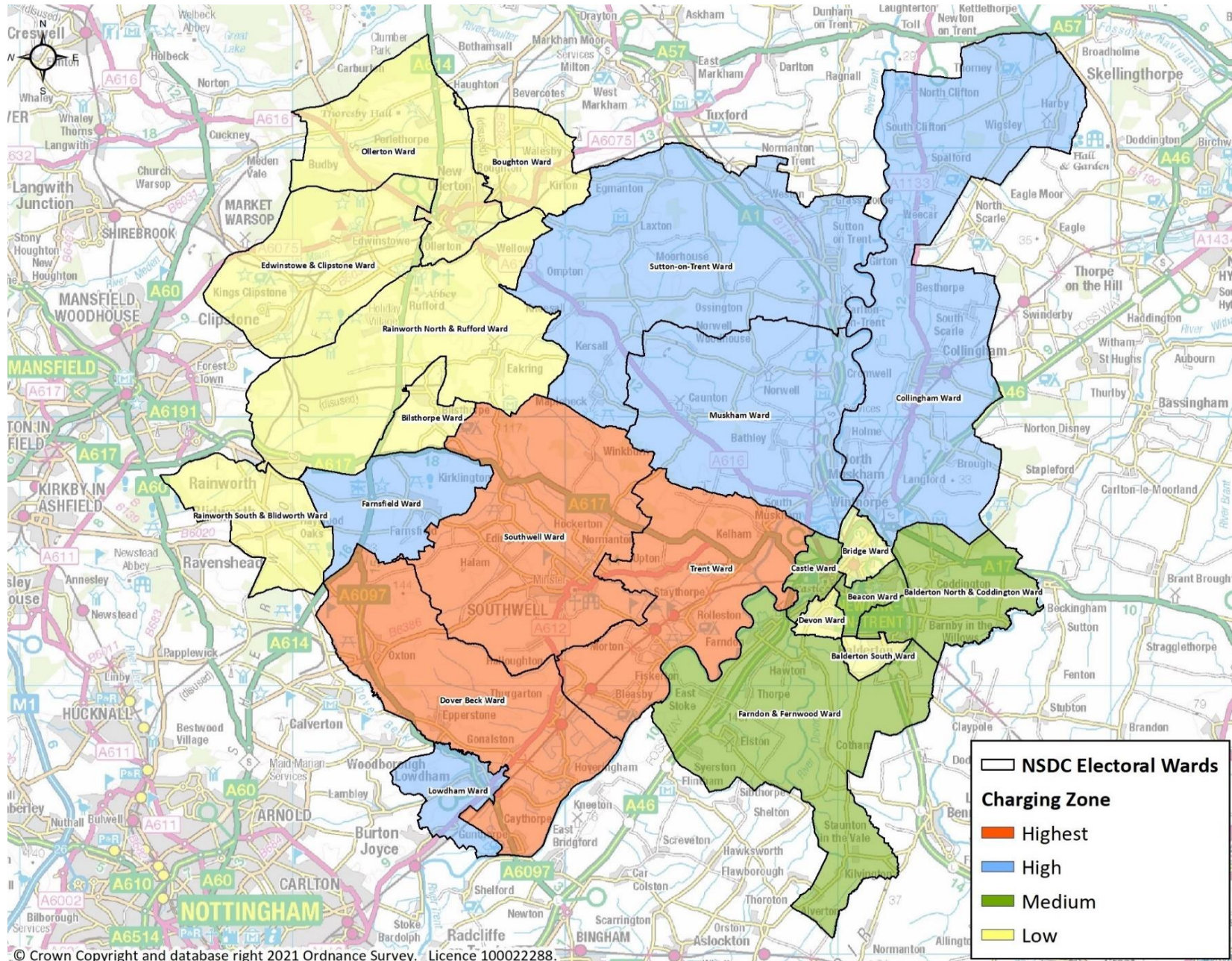
Development which creates new floorspace may be liable to pay CIL. This relates to full and reserved matters planning applications and Certificates of Lawfulness. This also includes development permitted by way of general consent (development which does not require submission of a planning application).

CIL is charged in pounds per square metre on net additional increase in internal floor space for qualifying development, in accordance with the provisions of the CIL Regulations 2010 (as amended).

It is the responsibility of the applicant to ensure that they comply with the CIL Regulations, including understanding how the CIL Regulations apply to a specific development proposal and submitting all relevant information. Further information, including our CIL Charging Schedule can be found on our website at <https://www.newark-sherwooddc.gov.uk/cil/>.

Development Type	Cost per Square Metre
Commercial	
Non- residential uses (except retail)	£0
Retail (A1-A5)	£100
Residential	
Apartments (All Zones)	£0
Housing Low Zone 1	£0
Housing Medium Zone 2	£45
Housing High Zone 3	£70
Housing Very High Zone 4	£100

Community Infrastructure Levy Zones - Residential



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Policy Documents

Electronic pdf based documents can normally be obtained free from our website

Planning Policy documents	2021/22 Charge	2022/23 Charge
Amended Core Strategy (Adopted March 2019)	£15	£15
Allocations & Development Management DPD	£15	£15
Policies Map (also known as the Proposals Map)	£22	£22
Supplementary Planning Documents and Statement of Community Involvement	£0	£0

ECONOMIC DEVELOPMENT COMMITTEE

LAND CHARGES

Types of searches

Form LLC1

Form LLC1 consists of a search of the local land charges register and reveals if there are any outstanding charges such as financial ones where money is owed to the council when work has been carried out on the property or land.

It will also tell you if, for example, the property is a listed building, in a conservation or smoke control zone, conditional planning applications as well as if any trees on the property are protected by tree preservation orders.

We no longer provide a search of the local land charges register as the service was in 2021 migrated to HM Land Registry's national register. You are able to access the digital service through Portal, Business Gateway and on HM Land Registry's GOV.UK pages.

Form CON29 and CON290

Form CON29 is a questionnaire and contains a series of standard questions covering information from various council departments. It contains Part 1 standard questions, known as CON29(R) revealing any road proposals or schemes, compulsory purchase orders, enforcement actions, building regulations or planning applications and formal/informal notices.

CON290 contains a series of further, optional questions and may be submitted as stand alone or with CON29. As with CON29, the questions cover various information from various council departments, including for example Houses in Multiple Occupation, Noise Abatement and Hazardous Substance Consents.

Most searches consist of both LLC1 and CON29, often referred to as a full search.

(Charges are inclusive of VAT where applicable)

Type of Search	Relevant Act or Order	2021/22 Charge	2022/23 Charge
LLC1 (Note: cannot charge VAT on this search)	<i>Local Land Charges Act 1975</i>	£26.00	N/A
CON29 Residential Searches	<i>Local Land Charges Act 1975</i>	£93.60 incl. VAT	£106.32 incl. VAT

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Full Search Residential	<i>Local Land Charges Act 1975</i>	£119.60 Includes cost of LLC1 (£26.00) and CON29 Residential (£93.60 includes VAT). VAT is only applicable on CON29 element.	N/A
CON29 Commercial Searches	<i>Local Land Charges Act 1975</i>	£127.20 incl. VAT	£140.58 incl. VAT
Optional Question Q22.1 (common land/commons green) & 22.2 (obtaining register and inspecting it)	<i>Local Land Charges Act 1975</i>	£45.00 incl. VAT	£47.52 incl. VAT
CON290 - optional questions (excludes requests for Q22) There is no charge for answering Q21 as we simply advise of the organisation(s) you should contact for further details	<i>Local Land Charges Act 1975</i>	£13.20 incl. VAT	£13.50 incl. VAT
Additional Written Enquiries	<i>Local Land Charges Act 1975</i>	£22.80 incl. VAT	£23.28 incl. VAT
Additional Parcels LLC1 (Note: cannot charge VAT on this search)	<i>Local Land Charges Act 1975</i>	£6.50 No change as currently monitoring progress of transfer of LLC1 search to The Land Registry	N/A
Additional Parcels - CON29 (additional cost to CON29 Commercial and Residential Search)	<i>Local Land Charges Act 1975</i>	£12.36 incl. VAT	£12.60 incl. VAT
Light Obstruction Notice – Registration Fee	<i>Rights of Light Act 1959</i>	£88.20 incl. VAT	£90.00 incl. VAT

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Expedited Search – Quick return search (3 day turnaround) additional to CON29 commercial or residential searches	<i>Local Land Charges Act 1975</i>	£22.20 incl. VAT	£22.68 incl. VAT
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CON29 Individual Requests	Residential 2021/22 Charge	Commercial 2021/22 Charge (includes VAT)	Residential 2022/23 Charge	Commercial 2022/23 Charge (includes VAT)
1.1 a-i	£18.60	£30.90	£19.02	£31.56
1.1 j-l	£12.72	£20.40	£13.02	£20.82
1.2	£8.75	£8.75	£8.94	£8.94
3.1	£2.06	£2.78	£2.10	£2.88
3.3	£3.71	£5.77	£3.78	£5.94
3.7	£3.71	£5.77	£3.78	£5.94
3.8	£2.06	£2.78	£2.10	£2.88
3.9	£2.06	£2.78	£2.10	£2.88
3.10	£10.80	£10.80	£11.04	£11.04
3.11	£2.06	£2.78	£2.10	£2.88
3.12	£5.66	£8.24	£5.82	£8.40
3.13	£3.71	£5.77	£3.78	£5.94
3.14	£3.71	£5.77	£3.78	£5.94
3.15	£6.70	£6.70	£6.84	£8.28

LEISURE & ENVIRONMENT COMMITTEE

STREET NAMING & NUMBERING CHARGES

The following fee schedule is relevant to developers, and people requesting the following, to cover amendments to approve street naming schemes and the notification of changes for:

* Amendments to any approved naming schemes that have to be altered due to the developer making amendments. The charge is issued to developers and is applied for alterations received after the approved scheme has been issued;

* House owners that wish to name, or alter the name, of their house; and

* Renaming and/or renumbering of an existing street

Proposed Fee Schedule:

(Charges are not subject to VAT)

Service	2021/22 Charge	2022/23 Charge
Adding or amending a name or re-numbering an existing individual property, including notification to external organisations	£30.00	£30.60
Amendment to approved/existing naming and numbering scheme due to change in plot numbers, or plot positions, including notification	£90.00 admin fee plus £30.00 per plot* requiring renumbering/naming	£91.80 admin fee plus £30.60 per plot* requiring renumbering/naming
Amendment to approved naming and numbering scheme due to change in approved street name (after consultation)	£90.00 admin fee plus £30.00 per property for up to 10 properties £15.00 for every additional property thereafter	£91.80 admin fee plus £30.60 per property for up to 10 properties £15.00 for every additional property thereafter
Rename or numbering of street where requested by Parish Council and/or residents including notification	£90.00 admin fee plus £30.00 per property for up to 10 properties affected by change £15.00 for every additional property thereafter affected by change	£91.80 admin fee plus £30.60 per property for up to 10 properties affected by change £15.00 for every additional property thereafter affected by change
Resubmission of renaming or numbering of street including notification following objection	£0.00	£0.00

*Includes naming of a building and all affected properties (e.g. block of flats)

Terms and Conditions:

- 1. All requests must be completed on the appropriate form which is available on our website or from Customer Services.*
- 2. All fees must be paid prior to notification being sent.*
- 3. Should the requestor only wish to be issued with new street names and numbers, this service is provided free of charge.*

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4. Postal codes remain the responsibility of Royal Mail.

5. Newark and Sherwood District Council can only issue street naming and numbering schemes contained within the district boundary.

6. All street naming and numbering schemes will be issued in accordance with Newark and Sherwood District Councils street naming and numbering policy.

7. Any queries or complaints should be directed through the corporate compliments, comments and complaints procedure.

ECONOMIC DEVELOPMENT COMMITTEE

HERITAGE, CULTURE & VISITORS

(The charges below are subject to VAT)

	2021/22 Charge	2022/23 Charge
<u>Theatre Hire:</u>		
<u>With Stage & Dressing Rooms as Equipped</u>		
<u>Full Theatre: 602 Seats</u>		
Per day with one performance – weekdays Commercial Hire	£1,836 (£1,530 + VAT)	£1,836 (£1,530 + VAT)
Per day with one performance – weekends Commercial Hire	£2,448 (£2,040 + VAT)	£2,448 (£2,040 + VAT)
Per day with two performances – weekdays Commercial Hire	£3,366 (£2,805 + VAT)	£3,366 (£2,805 + VAT)
Per day with two performances – weekends Commercial Hire	£3,978 (£3,315 + VAT)	£3,978 (£3,315 + VAT)
Week Hire: Monday-Saturday	£11,322 (£9,435 + VAT)	£11,322 (£9,435 + VAT)
<u>Non-Profit Making/Charity/Local</u>		
<u>Available all year Monday-Friday + off-peak weekends (at our discretion but excluding autumn)</u>		
<u>Current Stalls - only hirers to be phased into new pricing structure over two years</u>		
There is also an element of flexibility built into the fees and charges for non-profit making bodies, allowing the Theatre's discretion to offer a further reduction to community groups at a time when the Theatre may well be dark, but mindful that our costs and a profit must be covered.		
Per day with one performance - weekdays Non Profit Making/Charity/Voluntary	£1,260 (£1,050 + VAT)	£1,260 (£1,050 + VAT)
Per day with one performance - weekends Non Profit Making/Charity/Voluntary	£1,860 (£1,550 + VAT)	£1,860 (£1,550 + VAT)
Per day with two performances - weekdays Non Profit Making/Charity/Voluntary	£1,920 (£1,600 + VAT)	£1,920 (£1,600 + VAT)
Per day with two performances - weekends Non Profit Making/Charity/Voluntary	£2,520 (£2,100 + VAT)	£2,520 (£2,100 + VAT)
Conference: Full Theatre (Staffing, technical equipment and catering costs on application)	£2,520 (£2,100 + VAT)	£2,520 (£2,100 + VAT)
<u>Theatre Hire : Supplementary Charges Per Hour</u>		
<u>(not including staffing)</u>		
Technical/Dress: Commercial Hires	£94.20 (£78.50 + VAT)	£94.20 (£78.50 + VAT)

Non Profit Making/Charity/Voluntary	£79.80 (£66.50 + VAT)	£79.80 (£66.50 + VAT)
General Rehearsals: (No lights)		
Commercial Hires	£79.80 (£66.50 + VAT)	£79.80 (£66.50 + VAT)
Non Profit Making/Charity/Voluntary	£67.20 (£56.00 + VAT)	£67.20 (£56.00 + VAT)
Get In/Fit Up/Get Out		
Commercial Hires	£27.00 (£22.50 + VAT)	£27.00 (£22.50 + VAT)
Non Profit Making/Charity/Voluntary	£23.40 (£19.50 + VAT)	£23.40 (£19.50 + VAT)
Staffing Recharges : per hour		
Technical Manager - weekdays*	£42.00 (£35.00 + VAT)	£42.00 (£35.00 + VAT)
Technical Manager - weekends**	£48.00 (£40.00 + VAT)	£48.00 (£40.00 + VAT)
Technical Officer - weekdays*	£32.40 (£27.00 + VAT)	£32.40 (£27.00 + VAT)
Technical Officer - weekends**	£37.20 (£31.00 + VAT)	£37.20 (£31.00 + VAT)
Technical Assistant - weekdays*	£22.80 (£19.00 + VAT)	£22.80 (£19.00 + VAT)
Technical Assistant - weekends**	£27.60 (£23.00 + VAT)	£27.60 (£23.00 + VAT)
* Plus 20% on all rates for hours worked between 23:30 and 06:00 hours ** Plus 20% on all rates for hours worked between 23:30 and 06:00 hours and plus 100% for all Bank Holiday working and 120% on all rates for hours worked on Bank Holidays between 23:30 and 06:00 hours		
Ticket Handling Fee		
Per Ticket - applicable to all professional productions	£1.50 (£1.25 + VAT)	£1.50 (£1.25 + VAT)
Per Ticket - applicable to all amateur productions, dependent on overall ticket price	50p - £1.50 (41.67p - £1.25 + VAT)	50p - £1.50 (41.67p - £1.25 + VAT)
Palace Membership Scheme <i>(Charges not subject to VAT)</i>		
Single membership	£11.00	£11.00
Couple's membership	£18.00	£18.00
Junior membership	£8.00	£8.00
Family membership	£30.00	£30.00

National Civil War Centre – Newark Museum			
(Charges are inclusive of VAT, unless otherwise stated)			
Proposed Ticket Types	Notes	2021/22 Charge	2022/23 Charge
Day Tickets			
Adult	Ability to offer promotional discounts and flexible pricing to target specific audiences, promote specific events or encourage and increase local footfall and site awareness	£8.00	£8.00
Concession		£7.00	£7.00
Children 5-16		£4.00	£4.00
Children under 5		Free	Free
Family (up to 5)		£20.00	£20.00
Annual Pass - Adult		£15.95	£15.95
Annual Pass - Concession		£13.95	£13.95
Annual Pass - Children		£7.95	£7.95
Groups			
Group Visit (10 or more paying)	Flexibility for further discount to large groups and commercial operators in order to encourage larger and repeat bookings and capture a growth market	10% discount	10% discount
After-hours Evening Guided Visit: Minimum of 15 persons, must be booked at least four weeks in advance	90 min visit between the hours of 5pm and 9pm.	£15/head £2 discount for all partner organisations (EH, Art Fund, etc.)	£15/head £2 discount for all partner organisations (EH, Art Fund, etc.)
Object Handling Session (on top of day group rate) This is for groups who are looking for a hands-on experience.		£5/head, min 10, max per session 20	£5/head, min 10, max per session 20
Volunteer-led Town/Civil War Tour		£5 adult, £3 child	£5 adult, £3 child
Commercial: Town Tour	All to NSDC	£6/head	£6/head
Commercial: Castle Tour	£4 to go to the castle, £2 to NCWC	£6/head	£6/head
Commercial: Church Tour	£4 to go to the church, £2 to NCWC	£6/head	£6/head
Coach Parking @ Lorry Park	Free of Charge (FOC)	FOC	FOC

Miscellaneous Charges

(Charges subject to VAT, unless otherwise stated)

	Notes	2021/22 Charge	2022/23 Charge
After Dinner speaking	Original rate set to raise awareness of NCWC in opening year. Benchmarked against other history experts/speakers	£192 plus travel expenses (£160 + VAT)	£192 plus travel expenses (£160 + VAT)
Room Hire	<p>AV Equipment included (projector, screen and lectern).</p> <p>There is an element of flexibility built into the fees and charges for all hires allowing discretion to offer a further reduction to community groups at a time when the space would not otherwise be in use, but mindful that our costs and a profit must be covered.</p> <p>Discounts may also be offered for multi-space bookings in order to develop bespoke, commercial package hires, e.g. for large scale conferences that also include the theatre auditorium.</p>		
Community Space (Charges are not subject to VAT)	Costs dependent on whether booking is inside or outside of normal operating hours, and whether the pre-meeting set up, including number of client meetings, is extensive/labour intensive or involves additional staffing	<p><u>Charity:</u> From £24/hr (£20 + VAT)</p> <p><u>Educational/ Training/Meeting:</u> From £30/hr (£25 + VAT)</p> <p><u>Event Rate:</u> £44.40 - £62.40/hr (£37 - £52 + VAT)</p>	<p><u>Community Hire:</u> From £0/hr (limited hours)</p> <p><u>Charity:</u> From £24/hr (£20 + VAT)</p> <p><u>Educational/ Training/Meeting:</u> From £30/hr (£25 + VAT)</p> <p><u>Event Rate:</u> £44.40 - £62.40/hr (£37 - £52 + VAT)</p>
Byron Room	Costs dependent on whether booking is inside or outside of normal operating hours, and whether the pre-meeting set up, including number of client meetings, is extensive/labour intensive or involves additional staffing.	<p><u>Charity:</u> From £24/hr (£20 + VAT)</p> <p><u>Educational/ Training/Meeting:</u> From £30/hr (£25 + VAT)</p> <p><u>Event Rate:</u> £44.40 - £62.40/hr (£37 - £52 + VAT)</p>	<p><u>Community Hire:</u> From £0/hr (limited hours)</p> <p><u>Charity:</u> From £24/hr (£20 + VAT)</p> <p><u>Educational/ Training/Meeting:</u> From £30/hr (£25 + VAT)</p> <p><u>Event Rate:</u> £44.40 - £62.40/hr (£37 - £52 + VAT)</p>

Workshop <i>(Charges are not subject to VAT)</i>	Charge based on self-serviced hire. The price will increase by 20% to cover VAT applicable to hire where services are required.	£15.50 - £25	£15.50 - £25
Tudor Hall	New proposed structure to ensure ability to remain competitive and create a bespoke hire dependent on the client's needs, whether booking is inside or outside of normal operating hours, and whether the pre-meeting set up, including number of client meetings, is extensive/labour intensive or involves additional staffing	<u>Hourly rate:</u> £102 , max 3 hr hire (£85 + VAT) <u>Day rate for meetings:</u> Charity/Community £474 (£395 + VAT) Corporate £714 (£595 + VAT) <u>Event rate:</u> £954 - £1,560 (£795 - £1,300 + VAT)	<u>Hourly rate:</u> £102 , max 3 hr hire (£85 + VAT) <u>Day rate for meetings:</u> Charity/Community £474 (£395 + VAT) Corporate £714 (£595 + VAT) <u>Event rate:</u> £954 - £1,560 (£795 - £1,300 + VAT)
Hire a costumed performer		£105/evening	£105/evening

Hire Location	Additional Information	2021/22 Charge	2022/23 Charge
In Hours – Guided tours	Occupancy: Max. 25 people	£6/head , minimum 15, max 25	£6/head , minimum 15, max 25
Workshops	To be paid in advance when booking	Price by request	Price by request
Photocopying		£1 A4 £1.50 A3	£1 A4 £1.50 A3
Scan Orders	This price includes VAT. Postage is extra.	£5.50 £6.50 £9.00	£7.50 £8.50 £11.00
Microfiche Copies		£5.00 plus £2.00 admin (very rarely requested)	£20.00 plus £10.00 admin
Own Camera	It is possible for researchers to use their own camera to take photos of documents and objects. Copyright limitations apply.	£5.00 - reflects time processing charges	£10.00 - reflects time processing charges
Digital reprographics (on plain paper, glossy photo paper, CD or by e mail attachment – please specify	Museum staff can take photos of documents or objects for visitors. Please note this service may not be available same day – orders	£10.00 - reflects time processing charges	£15.00 - reflects time processing charges

	will be processed ASAP. Copyright limitations apply.		
Publication	<p>There will be no charge for visitors taking photographs on the museum premises, so long as the images produced are for their own personal use and not intended for publication.</p> <p>Cost per image is based on one use only. Two uses will attract two charges per image. Three uses will attract three charges per image. For example, one use is display, two uses is display and publication (book), three uses is display, publication (book) and leaflet.</p>	<p>Commercial Organisations (Newspapers, Journals, magazines, TV, etc.): £100.00 - per image</p> <p>Local Authority, Voluntary or Charitable Organisations: £20.00 - per image</p> <p>Corporate Products (annual reports, TV): £100.00 - per image</p> <p>Commercial products (cards, calendars, jigsaws etc.): £150.00 - per image</p>	<p>Commercial Organisations (Newspapers, Journals, magazines, TV, etc.): £150.00 - per image</p> <p>Local Authority, Voluntary or Charitable Organisations: £25.00 - per image</p> <p>Corporate Products (annual reports, TV): £150.00 - per image</p> <p>Commercial products (cards, calendars, jigsaws etc.): £150.00 - per image</p>
Long Term Archaeological Storage at Museum Resource Centre	Cost is based on English Heritage Calculations. One off fees.	£160 per box	£250 per box

Other Income	Additional Information	2021/22 Charge	2022/23 Charge
Loans Box Fines	Late return of boxes	£16.00	£16.00
Out of District Schools Travel Expenses	Flat fee	Price by request – We will consider outreach for schools on a case by case basis and price accordingly.	Price by request – We will consider outreach for schools on a case by case basis and price accordingly.
Discovery box – Cost per hire	Loan period is 2 weeks – fines for late returns	£20 per box for two weeks	£20 per box for two weeks
Education programme at NCWC	To be paid on day of visit by cash/cheque/card or by invoice Option to build bespoke package on request, price	<u>KS1-KS3 students</u> One facilitated activity, one self-led activity: £4.50 per head - Half day (2 - 2.5 hr)	<u>KS1-KS3 students</u> One facilitated activity, one self-led activity: £4.50 per head - Half day (2 - 2.5 hr)

	<p>according to resource allocation and timescales.</p> <p>KS 5, HE and FE students to reflect bespoke nature of events and level of expertise required.</p>	<p>visit</p> <p>One facilitated activity, two self-led activities: £7 per head - Full day visit</p> <p>Two facilitated activities, one self-led activity: £6.00 per head for half day visit</p> <p><u>KS5, FE and HE</u> £8 per head full day visit</p>	<p>visit</p> <p>One facilitated activity, two self-led activities: £7 per head - Full day visit</p> <p>Two facilitated activities, one self-led activity: £6.00 per head for half day visit</p> <p><u>KS5, FE and HE</u> £8 per head full day visit</p>
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NEWARK CASTLE

(Charges are inclusive of VAT where applicable)

Purpose		2021/22 Charge	2022/23 Charge
Guided Tours	Adult	£6.00	£6.00
	Senior	£5.00	£5.00
	Child	£3.00	£3.00
	Family	£16.00	£16.00
	Private, Out of Hours, Subject Specialist Tours (per person)	£10 - £15	£10 - £15
	Ghost Tour Commercial Hire	* see events below	* see events below
Hire of Gardens	Charity	£250 plus staffing, security and other ancillary charges	£250 plus staffing, security and other ancillary charges
Hire of Gardens	Commercial	£800 per day	£800 per day
Hire of Castle	For Events	£50 - £100 per hour plus staffing, security and other ancillary charges (dependant on number of spaces required)	£50 - £100 per hour plus staffing, security and other ancillary charges (dependant on number of spaces required)
Hire of Gardens for weddings <i>Additional charges may apply for equipment hire where necessary</i>	Bandstand <i>October - March</i>	£480 (Mon - Thurs) £528 (Fri & Sun) £576 (Sat)	£480 (Mon - Thurs) £528 (Fri & Sun) £576 (Sat)
	Bandstand <i>April - September</i>	£528 (Mon - Thurs) £576 (Fri & Sun) £624 (Sat)	£528 (Mon - Thurs) £576 (Fri & Sun) £624 (Sat)
	Undercroft <i>October - March</i>	£576 (Mon - Thurs) £633.60 (Fri & Sun) £691.20 (Sat)	£576 (Mon - Thurs) £633.60 (Fri & Sun) £691.20 (Sat)
	Undercroft <i>April - September</i>	£633.60 (Mon - Thurs) £691.20 (Fri & Sun) £748.80 (Sat)	£633.60 (Mon - Thurs) £691.20 (Fri & Sun) £748.80 (Sat)
Education programme <i>(prices will be uplifted dependant on development of professional service and associated resources)</i>	Half day visit per head	£3.25 - £4.50	£3.25 - £4.50
	Full day visit per head	£4.50 - £7.00	£4.50 - £7.00
<u>Charity/ Local</u>			
<u>Available all year Monday-Friday + off-peak weekends (at our discretion but excluding autumn)</u>			

Current Stalls - only hirers to be phased into new pricing structure over two years

There is also an element of flexibility built into the fees and charges for non-profit making bodies, allowing the Theatre's discretion to offer a further reduction to community groups at a time when the Theatre may well be dark, but mindful that our costs and a profit must be covered.

Use of Castle for commercial photography/filming		£0.00	£0.00
Use of Castle Gardens for wedding photographs - professional photographers only		£0.00	£0.00

HOMES & COMMUNITIES COMMITTEE

GAMBLING ACT 2005 (STATUTORY)

(Charges are inclusive of VAT where applicable)

Permit		2021/22 Charge	2022/23 Charge
Family Entertainment Centre	Transitional	£100.00	£100.00
	New	£300.00	£300.00
	Renewal	£300.00	£300.00
	Change of Name	£25.00	£25.00
	Copy Permit	£15.00	£15.00
Prize Gaming Permits	Transitional	£100.00	£100.00
	New	£300.00	£300.00
	Renewal	£300.00	£300.00
	Change of Name	£25.00	£25.00
	Copy Permit	£15.00	£15.00
Gaming Machines in Alcohol Licensed Premises	Notification of up to 2 machines	£50.00	£50.00
	Gaming machine permit for more than 2 – existing operator	£100.00	£100.00
	Gaming machine permit for more than 2 – new operator	£150.00	£150.00
	Variation (number of category)	£100.00	£100.00
	Transfer	£25.00	£25.00
	Annual fee	£50.00	£50.00
	Change of name	£25.00	£25.00
	Copy of permit	£15.00	£15.00
Club Gaming and Club Machine Permits	Existing Operators (transition)	£100.00	£100.00
	New Application	£200.00	£200.00
	Renewal	£200.00	£200.00
	Variation	£100.00	£100.00
	Annual Fee	£50.00	£50.00
	Copy of Permit	£15.00	£15.00
Temporary use notice		£100.00	£100.00
Small society Lottery	Exempt Lotteries – Registration Fee	£40.00	£40.00
	Exempt Lotteries – Annual Fee	£20.00	£20.00

HOMES & COMMUNITIES COMMITTEE

GAMBLING ACT 2005 (DISCRETIONARY)

These fees are set at the discretion of the local Authority within a framework on minimum and maximums set in statutory regulations

(Charges are inclusive of VAT where applicable)

		2021/22 Charge	2022/23 Charge
BINGO	New application	£1,200.00	£1,200.00
	Application for reinstatement of licence	£800.00	£800.00
	Application for provisional statement	£1,200.00	£1,200.00
	Application to convert provisional statement	£650.00	£650.00
	Application to vary licence	£1,000.00	£1,000.00
	Application to transfer licence	£150.00	£150.00
	Notification of Change	£60.00	£60.00
	Copy of Licence	£50.00	£50.00
	Annual Fee	£520.00	£530.00
ADULT GAMING CENTRE	New application	£950.00	£950.00
	Application for reinstatement of licence	£500.00	£500.00
	Application for provisional statement	£1,200.00	£1,200.00
	Application to convert provisional statement	£650.00	£650.00
	Application to vary licence	£830.00	£830.00
	Application to transfer licence	£150.00	£150.00
	Notification of Change	£60.00	£60.00
	Copy of Licence	£50.00	£50.00
ADULT GAMING CENTRE	Annual Fee	£520.00	£530.00
FAMILY ENTERTAINMENT CENTRE	New application	£950.00	£950.00
	Application for reinstatement of licence	£500.00	£500.00
	Application for provisional statement	£1,200.00	£1,200.00
	Application to convert provisional statement	£650.00	£650.00
	Application to vary licence	£830.00	£830.00
	Application to transfer licence	£100.00	£100.00
	Notification of Change	£60.00	£60.00
	Copy of Licence	£50.00	£50.00
	Annual Fee	£530.00	£530.00
BETTING PREMISES (excl. tracks)	New application	£1,000.00	£1,000.00
	Application for reinstatement of licence	£800.00	£800.00
	Application for provisional statement	£1,200.00	£1,200.00
	Application to convert provisional statement	£650.00	£650.00
	Application to vary licence	£1,100.00	£1,100.00

	Application to transfer licence	£150.00	£150.00
	Notification of Change	£60.00	£60.00
	Copy of Licence	£50.00	£50.00
	Annual Fee	£530.00	£530.00
BETTING ON TRACK	New application	£1,000.00	£1,000.00
	Application for reinstatement of licence	£800.00	£800.00
	Application for provisional statement	£1,200.00	£1,200.00
BETTING ON TRACK	Application to convert provisional statement	£650.00	£650.00
	Application to vary licence	£1,100.00	£1,100.00
	Application to transfer licence	£150.00	£150.00
	Notification of Change	£60.00	£60.00
	Copy of Licence	£50.00	£50.00
	Annual Fee	£530.00	£530.00

HOMES & COMMUNITIES COMMITTEE

LICENSING

(Charges are inclusive of VAT where applicable)

Relevant Act or Order*		Duration	2021/22 Charge	2022/23 Charge
1. Hypnotism – Grant	Ref 001	Occasional for specific dates	£75.00	£85.00
2. Sex Establishment – Grant/Renewal	Ref 002	Up to 1 year	£3,540.00	£3,540.00
3. Vehicle Licences				
(a) Hackney Carriage	Ref 003	Annual	£235.00	£235.00
(b) Private Hire Vehicle	Ref 003	Annual	£185.00	£185.00
(c) Ambulance Vehicles	Ref 003	Annual	£115.00	£115.00
(d) Hackney Carriage/Private Hire Drivers	Ref 003	3 years or lesser depending on circumstances	£145.00 renewal £220.00 new applicants	£145.00 renewal £220.00 new applicants
(e) Hackney Carriage/Private Hire Drivers Licence (persons over 65 years)	Ref 003	Per Year	£55.00	£55.00
(f) Ambulance Drivers	Ref 003	3 years or lesser depending on circumstances	£110 renewal £95 new applicants	£110 renewal £95 new applicants
(g) Ambulance Drivers over 65	Ref 003	Annual	£40.00	£40.00
(h) Private Hire Operators	Ref 003	5 years		
i) Basic			£350.00	£350.00
ii) plus per vehicle			£35.00	£35.00
(i) Ambulance Operators	Ref 003	5 years		
i) Basic			£350.00	£350.00
ii) plus per vehicle plates			£25.00	£25.00
(j) Knowledge Test	Ref 003	One-off	£40.00	£40.00
(k) Drivers Test	Ref 003	One-off	£40.00	£40.00
(l) Replacement Badge	Ref 003	One-off	£25.00	£25.00
(m) Replacement Plate	Ref 003		£45.00	£45.00
(n) Transfer of Plate (No replacement plate to be issued)	Ref 003	One-off	£50.00	£50.00
(o) Temporary Plate/Transfer of Plate (including Plates and magnetic roundels)	Ref 003	One-off	£85.00	£85.00
(p) Temporary Plate/Transfer of Plate (including Plates and stick on roundels)	Ref 003	One-off	£75.00	£75.00
(q) Temporary & Permanent Magnetic Roundels	Ref 003	One-off	£15.00	£15.00

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(r) Additional stick on Roundels	Ref 003	One-off	£10.00	£10.00
4. Vehicle Test				
(a) Hackney Carriage		Biannual (once every six months)	£45.00	£50.00
(b) Private Hire Vehicle			£55.00	£60.00

HOMES & COMMUNITIES COMMITTEE

LICENSING ACT 2003 (STATUTORY)

(Charges below are not subject to VAT)

Type of licence	Comments	2021/22 Charge	2022/23 Charge
Premises Licence - Application	The fee payable depends on the rateable value of the premises which are prescribed / set nationally.	Variable	Variable
Premises Licence - Annual Fee		Variable	Variable
Premises Licence - additional fee for large events		Variable	Variable
Premises Licence - Full Variation		Variable	Variable
Premises Licence - Minor Variation		£89.00	£89.00
Personal Licence		£37.00	£37.00
Temporary event Notice		£21.00	£21.00

LEISURE & ENVIRONMENT COMMITTEE

ENVIRONMENTAL HEALTH

(Charges are inclusive of VAT where applicable)

Type of licence	Relevant act or order*	Notes	Duration	2021/22 Charge	2022/23 Charge
1. Animal Boarding Establishments	Ref 004	The fees have been calculated on a full cost recovery basis	Annual		
Initial				£220	£225
Renewal				£220	£225
2. Home Boarding	Ref 004	The fees has been amended to now charge for each application at the full price when related to a franchise	Annual	£175	£170
Renewal				£175	£180
Dog Day Care		Domestic House based	Annual	£165	£170
		Compliance & Inspection Fee		£50	£55
Renewal				£200	£205
3. Dangerous Wild Animals	Ref 005	The fees have been calculated on a full cost recovery basis	Annual	£230 + vet fees	£235 + vet fees
4. Dog Breeding	Ref 006	The fees have been calculated on a full cost recovery basis	Annual		
Initial				£195	£299
Renewal				£195	£200
		Compliance & Inspection Fee		£80	£85
5. Riding Establishments	Ref 007	The fees have been calculated on a full cost recovery basis	Annual		
Initial				£210	£215
Renewal				£210	£215
		Compliance & Inspection Fee		£100	£105
6. Ear-Piercing, Tattooing, Acupuncture, Electrolysis, Skin piercing and semi-	Ref 002	The fees have been calculated on a full cost recovery basis	Annual		

permanent tattooing					
Person		Where the premises already hold a licence the charge is £125 per additional treatment		£125	£125
Premises				£120	£125
7. Massage & Special Treatment	Ref 008	The fees have been calculated on a full cost recovery basis	Annual		
Initial				£180	£195
Renewal				£155	£155
No massage (just sunbeds)				£170	£170
Renewal				£130	£130
8. Lasers	Ref 008	The fees have been calculated on a full cost recovery basis	Annual		
New				£525	£525
Renewal				£195	£195
Transfer				£240	£240
9. Zoos	Ref 009	The fees have been calculated on a full cost recovery basis	First licence valid for 4 years Renewal valid for 6 years		
Initial Inspection				£550	£550
Renewal				£400	£400
Periodic 3 year inspection				£400	£400
Transfer				£200	£200
10. Pet Shops Pet Animals Act 1951	Ref 010	The fees have been calculated on a full cost recovery basis	Annual		
Initial				£190	£195
Renewal				£190	£195
		Compliance & Inspection Fee		£80	£85
11. Re-rating of Animal licence establishment	Ref 010	New Fee	Annual	£175	£185
12. Transfer of Animal licence establishment	Ref 010	New Fee	Annual	£175	£180

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13. Variation of Animal licence establishment	Ref 010	New Fee	Annual	£75	£80
14. High Hedges	Ref 011	The fees have been calculated on a full cost recovery basis. Prices include VAT	One Off		
1st stage				£250	£250
2nd stage				£420	£420
15. Licence Application for House in Multiple Occupation	Ref 012	The fees have been calculated on a full cost recovery basis	One off		
Single application				£750	£750
Multiple applications at same time				£570	£570
Variation of licence				£55	£60
16. Scrap Metal Dealer	Ref 013	The fees have been calculated on a full cost recovery basis	Three years		
Site Licence				£390	£390
Collectors Licence				£165	£165
17. Mobile Homes Act 2014	Ref 014	To reflect the variation in the cost of processing the application depending on the size of the site.			
Application fee				£380	£380
Plus, per additional unit		Depends on total number of pitches		£10	£10
Annual Fee				£10 per pitch.	£10 per pitch.
Transfer/amendment of licence				£175	£175
Depositing Site rules				£145	£145
Fit and Proper person application fee				N/A	£300

CERTIFICATES, AUTHORISATION AND REGISTER COPIES

TYPE	Notes	2021/22 Charge	2022/23 Charge
Health & Purity Certificate		£36.00	£36.00
Foot & Mouth Health Certificate		N/A	N/A
Condemnation Certificate		£260.00	£260.00
Environmental Site Reports	<i>Prices include VAT</i>		
Home Buyer version		£125.00	£125.00
Detailed version		£370.00	£370.00
Housing immigration check		£120.00	£130.00

PRIVATE WATER SUPPLIES

Activity	Notes	2021/22 Charge	2022/23 Charge
Risk Assessment	Guidance on fees is provided by the Drinking Water Inspectorate	Hourly rate x time spent	Hourly rate x time spent
Sampling		£50.00	£50.00
Investigation		Hourly rate	Hourly rate
Domestic Supplies (Reg 10)		£25.00	£25.00
Check Monitoring (Commercial supplies)		£50 plus analysis costs	£50 plus analysis costs
Audit Monitoring (Commercial supplies)		£50 plus analysis costs	£50 plus analysis costs

***Relevant act/ Order References**

Ref 001 - *Hypnotism Act 1952*

Ref 002 - *Local Government (Miscellaneous Provisions) Act 1982*

Ref 003 - *Local Government (Miscellaneous Provisions) Act 1976*

Ref 004 - *Animal Boarding Establishments Act 1963*

Ref 005 - *Dangerous Wild Animals 1976*

Ref 006 - *Dog Breeding and Sale of Dogs (Welfare) Act 1999*

Ref 007 - *Riding Establishments Acts 1964 and amended 1970*

Ref 008 - *Nottinghamshire County Council Act 1985*

Ref 009 - *Zoos Licensing Act 1981*

Ref 010 - *Pet Animal Act 1951*

Ref 011 - *Anti Social Behaviour Act 2003*

Ref 012 - *Housing Act 2004*

Ref 013 - *Scrap Metal Dealers Act 2013*

LEISURE & ENVIRONMENT COMMITTEE

DOG WARDEN

(Prices are not subject to VAT)

STRAY DOGS:	Duration	2021/22 Charge	2022/23 Charge
This includes Government fee, Local Authority charge, and kennelling costs.	1 Day	£83.00	£83.00
	2 Days	£91.00	£91.00
	3 Days	£99.00	£99.00
	4 days	£107.00	£107.00
Initial seizing and handling charge of £75 + £8 per day food, water and kennel costs.	5 Days	£115.00	£115.00
	6 Days	£123.00	£123.00
	7 Days	£131.00	£131.00

NOTE: No increase is proposed. Owners need to be encouraged to reclaim their dogs. Benchmarking with neighbouring authorities shows that these figures are slightly above average.

LEISURE & ENVIRONMENT COMMITTEE

WASTE & RECYCLING

A 10% DISCOUNT IS GIVEN FOR EACH ADDITIONAL BIN PER SITE PER COLLECTION

(Prices include VAT where applicable)

Trade Waste, Recycling and Garden Bins				
We have set figures for these services and have used a disposal cost provided by Nottinghamshire County Council (disposal authority).				
REFUSE				
Bin Size	2021/22 Collection Charge	2021/22 Disposal Charge	2022/23 Collection Charge	2022/23 Disposal Charge
140L	£2.28	£1.44	£2.35	£1.49
240L	£2.81	£2.47	£3.00	£2.56
360L	£3.45	£3.71	£3.80	£3.83
660L	£5.04	£6.80	£5.75	£7.03
1100L	£7.43	£11.33	£8.60	£11.72
Pre-Paid Sacks	£1.80	£0.62	£1.85	£0.64
Clinical	£2.22	£7.90	£2.35	£8.00
RECYCLING				
Bin Size	2021/22 Collection Charge	2021/22 Disposal Charge	2022/23 Collection Charge	2022/23 Disposal Charge
140L	£2.28	£0.35	£2.35	£0.37
240L	£2.81	£0.61	£3.00	£0.64
360L	£3.45	£0.91	£3.80	£0.96
660L	£5.04	£1.67	£5.75	£1.76
1100L	£7.43	£2.79	£8.60	£2.93
Pre-Paid Sacks	N/A	N/A	N/A	N/A
Clinical	N/A	N/A	N/A	N/A
Trade Waste contract charges		2021/22 Charge	2022/23 Charge	
Alteration Fee		£38.00	£42.00	
Lockable Bin		N/A	N/A	
Access Fee (Maximum)		5 – 10% of total cost dependent on site	5 – 10% of total cost dependent on site	
Domestic Garden Bins		2021/22 Charge	2022/23 Charge	
Price per bin		£35.00	£35.00	
Cost of bin for new properties		2021/22 Charge	2022/23 Charge	
Bin Size				
140L		£32.00	£32.00	
240L		£32.00	£32.00	

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360L		£48.00	£48.00
660L		£258.00	£300.00
1100L		£284.00	£320.00
Developer's delivery charge (per load)		£62.00	£65.00
Bulky Waste Charges			
		2021/22 Charge	2022/23 Charge
Domestic Bulky Waste			
	First Item	£13.00	£13.00
	Subsequent item	£7.00	£7.00
Electrical Items			
	First Item	£13.00	£13.00
	Subsequent item	£7.00	£7.00
Large Items which are not covered by the above charges		£62 per hour	£62 per hour
Commercial Fridges			
		2021/22 Charge	2022/23 Charge
Per Unit		£93.36	£95.22
Collection and Transport		£116.70	£98.33
Cleansing Services Hours			
		2021/22 Charge	2022/23 Charge
1 hour		£64.00	£65.00
1.5 hours		£96.00	£97.50
2 hours		£128.00	£130.00
3 hours		£192.00	£195.00
4 hours		£256.00	£260.00
5 hours		£320.00	£325.00
Emptying bins (cost per empty of bin)			
		2021/22 Charge	2022/23 Charge
Litter bins		£0.80	£1.00
Dog Bins		£2.00	£2.00
Vehicle Workshop Services			
		2021/22 Charge	2022/23 Charge
MOT's		£45.00	£45.00
Air Conditioning re-gas		£50.00	£60.00
External Servicing of vehicles		£45 per hour	£45 per hour

NOTE: The Business Manager has an element of flexibility to adjust the fees and charges to respond to customer and market demands. This is at the discretion of the Business Manager, who will be mindful that costs must be covered.

ECONOMIC DEVELOPMENT COMMITTEE

PARKS & AMENITIES

(Charges are inclusive of VAT where applicable)

Facility	Purpose		2021/22 Charge	2022/23 Charge
Parks & Playing Fields	Football Season (13 matches or more)*	Seniors	£500.00	£500.00
		Juniors	£280.00	£280.00
		Mini Soccer	£150.00	£150.00
	Football Pitch (per match)*	Seniors	£49.00	£49.00
		Juniors	£30.00	£30.00
		Mini Soccer	£20.00	£20.00
	Hire of Park	Commercial use	£566 per day	N/A
		Charities (can be waived by SLT)	£103 per day	£100 per day
	Circuses		£381 per day	N/A
	Funfairs	Large Fair	£370 per day	N/A
		Small Fair	£283 per day	N/A
	Sponsorship	Bedding Displays	£800 per annum	£816 per annum
	Forest School Sessions	Ranger-led	£5.00 per person	£10.00 per session
		Self-led	N/A	£3.00 per person
	Outdoor Fitness Camps		£6.90 per session	N/A
	Commercial fitness & skills sessions inc. football training	Weekly	N/A	£25.00 per session
		Annual	N/A	£300.00
	Events	Ticketed	N/A	£100 + 15% of ticket sales
		Non-ticketed	N/A	£400.00
	School sessions	Ranger-led: annual	N/A	£100.00
Ranger-led: one-off		N/A	£25.00	
Schools-led: annual		N/A	£40.00	
Schools-led: one-off		N/A	£10.00	
Hire of Football Changing Rooms*	Without showers	N/A	£11.00	
	With showers	N/A	£15.00	
Provision of memorial trees	Per tree	N/A	£20.00	
Lincoln Road Pavilion	Hire of Pavilion		£10.10 per hour	£11.00 per hour

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LEISURE & ENVIRONMENT COMMITTEE

PUBLIC CONVENIENCE

Public Convenience	2021/22 Charge	2022/23 Charge
Gilstrap Centre	20p	20p

ECONOMIC DEVELOPMENT COMMITTEE

CAR PARKS

(Car Park charges are all inclusive of VAT)

Newark Car Parks	Duration	2021/22 Charge	2022/23 Charge
INNER TOWN - London Road - Balderton Gate - Town Wharf - Appletongate	30 minutes	£0.50	£0.50
	1 hour	£1.00	£1.00
	2 hours	£1.50	£1.50
	2-3 hours	£2.50	£2.50
	3-4 hours	£4.50	£4.50
	Over 4 hours	£7.50	£7.50
	After 6pm (Evening Charge)	£1.00	£1.00
OUTER TOWN - Riverside (former Tolney Lane) - Riverside Arena - Livestock Market - Castle House	1 hour	£1.00	£1.00
	2 hours	£1.50	£1.50
	2-4 hours	£2.00	£2.00
	4-5 hours	£2.50	£3.00
	5 hours and above	£3.00	£3.50
	After 6pm (Evening Charge)	£1.00	£1.00
Dedicated Motorcycle Bay Newark: - London Road - Balderton Gate - Town Wharf - Appletongate - Riverside (former Tolney Lane) - Riverside Arena - Livestock Market	Motorcycles parking in general bays must purchase and place in the provided facility a pay and display ticket in accordance with the tariffs displayed at each car park. Motorcycles parking in general bays without following this requirement shall be liable to a Penalty Charge Notice Motorcycles parked in the dedicated motorcycle bay or area will be able to park free but use of these dedicated bays and areas is limited to 8 hours in any 24 hour period.		
LORRY PARKING			
Lorry Parking - Fixed Charge		£18.50	£19.50
Lorry Parking (with meal voucher)		£21.50	£22.50
Coaches - (with meal voucher)		£5.00	£5.00
SEASON TICKETS			
INNER TOWN (Newark) (limited issue)	Per month	£84.00	£84.00
	Per quarter	£193.00	£193.00
	Per year (7 days per week)	£700.00	£700.00
OUTER TOWN (Newark) (limited issue)	Per month	£47.00	£54.00
	Per quarter	£123.00	£124.00
	Per year (Monday - Friday only)	£350.00	£350.00
	Per year (7 days per week)	£450.00	£450.00
CONTRACT CAR PARK RATES			

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Barnby Gate	Per quarter	£208.00	£208.00
	Per annum	£800.00	£800.00
The Palace	Per annum	£600.00	£650.00
Pelham Street	Per annum	£500.00	£550.00
Cashless parking is available at all Newark Car Parks with transaction costs to be paid to the transaction provider by customer.			

- Where businesses/their employees buy more than 1 season ticket a 10% discount in annual cost will apply
- Where businesses/their employees buy more than 1 contract car parking permit in any year, a 10% discount in annual cost will apply.
- The Business Manager responsible for car parking and markets shall have the discretion, subject to confirmation by the Section 151 Officer, to negotiate and agree a discounted parking charge for multiple lorry parking by the same haulier.
- Event parking fee at any Council Car or Lorry Park shall be £5

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ECONOMIC DEVELOPMENT COMMITTEE

RIVERSIDE MARKET

(Charges are not subject to VAT)

DAY	ITEM	2021/22 Charge	2022/23 Charge
WEDNESDAY	MARKET STALL	£17.00	£17.00
	PITCH - PER LINEAR METRE	£6.00	£6.00

POLICY & FINANCE COMMITTEE

CASTLE HOUSE

(Prices are exclusive of VAT)

No Webcasting			
Room	Duration	2021/22 Charge	2022/23 Charge
G2	Hourly charge	£15.00	£15.00
G3	Hourly charge	£15.00	£15.00
Civic 1	Hourly charge	£25.00	£25.00
Civic 2	Hourly charge	£25.00	£25.00
Civic 3	Hourly charge	£15.00	£15.00
Civic 4	Hourly charge	£15.00	£15.00
Civic 1 + 2	Hourly charge	£40.00	£40.00
Civic 3 + 4	Hourly charge	£25.00	£25.00
Civic 2+3+4	Hourly charge	£40.00	£40.00
Civic 1+2+3+4	Hourly charge	£65.00	£65.00
Desk Charge	Per Desk	£4,420.00	Various

ECONOMIC DEVELOPMENT COMMITTEE**NEWARK BEACON***(Prices are inclusive of VAT)*

Room	Seating Capacity	Duration	2021/22 Charge	2022/23 Charge
Cafferata Suite	Maximum capacity 70 (theatre style)	Full Day	£252.00	£252.00
		Half Day	£187.20	£156.00
		Hourly rate	£50.40	£42.00
Trent Suite	Maximum capacity 10	Full Day	N/A	N/A
		Half Day	N/A	N/A
		Hourly rate	N/A	N/A
Gresham	Maximum 20 (10 during COVID-19)	Full Day	£132.00	£132.00
		Half Day	£84.00	£84.00
		Hourly rate	£24.00	£24.00
Friary	Maximum 16 (8 during COVID-19)	Full Day	£132.00	£132.00
		Half Day	£84.00	£84.00
		Hourly rate	£24.00	£24.00
11C (or other office depending on occupancy)	Maximum 4 (2 during COVID-19)	Full Day	£84.00	£84.00
		Half Day	£42.00	£30.00
		Hourly rate	£12.00	£12.00

Discounts may be applied to approved charitable organisations or where a package of bookings are made together at the discretion of the Senior Leadership Team, with final approval by the Section 151 Officer

NON PAYMENT OF COUNCIL TAX/NNDR - POLICY & FINANCE COMMITTEE

Council Tax	2021/22 Charge	2022/23 Charge
Summons	£80	£80
Liability Order	With summons	With summons

National Non-Domestic Rates (NNDR) (Business Rates)	2021/22 Charge	2022/23 Charge
Summons	£100	£100
Liability Order	With summons	With Summons

The level of costs to have to be justified to the court and there is case law against raising to a level that is deemed excessive.

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TEMPORARY ACCOMMODATION - HOMES & COMMUNITIES COMMITTEE

These charges are in relation to Northgate, Newark; Seven Hills, Newark; and Wellow Green, Ollerton.

Charge	2021/22 Charge	2022/23 Charge
Hostel Service Charge	£31.31 per week	£33.08 per week
Hostel Support Charge (non-Housing Benefit (HB))	£4.29 per week	£4.52 per week

PRIVATE SECTOR CARELINE SERVICE - HOMES & COMMUNITIES COMMITTEE

Product	2021/22 Charge	2022/23 Charge
Lifeline - Provision of a dispersed alarm, pendant. - 24 hours a day 365 days a year monitoring of lifeline. - Provision of advice and or contact of next of kin or emergency service if required on receipt of call	£4.30 per week	£4.43 per week
Lifeline installation fee	£25.00 one-off	£25.00 one-off
Keysafe	£40.00 one-off	£40.00 one-off

Product	2021/22 Charge	2022/23 Charge
Sensor monitoring To receive this service tenants must also subscribe to the lifeline service. The sensors available are:		
i. Additional sensor ii. Smoke alarms iii. Carbon monoxide alarms iv. Flood alerts v. Bed sensors vi. Panic alarms vii. Fall detectors	£2.55 for two to five sensors, per week	£2.63 for two to five sensors, per week
Sensor monitoring installation fee: existing customers	£0.00	£0.00
Sensor monitoring installation fee: new customers	£35.00 one-off	£35.00 one-off

Product	2021/22 Charge	2022/23 Charge
Welfare calls To receive this service tenants must also subscribe to the lifeline service.		
- 5 x 5 minute calls per week made to the customer on agreed days between the hours of 6am and 8pm within a mutually agreed 1 hour time slot. - Ensure the welfare of the customer, provide advice and or contact of next of kin or emergency service if required.	£4.30 per week	£4.43 per week

GENERAL STATISTICS

2021/22

SUMMARY OF RESERVE BALANCES

General Fund Revenue Reserves	Reason for reserve	Balance as at 31 March 2021	Balance as at 1 April 2021	Estimated Balance as at 31 March 2022	Estimated Balance as at 31 March 2023
Council Funds:					
Investment Realisation Fund	A buffer from potential future losses on external investments	(90,935)	(90,935)	(90,935)	(90,935)
Election Expenses Fund		(73,249)	(73,249)	(56,249)	(56,249)
Insurance Fund		(268,906)	(268,906)	(268,906)	(268,906)
Repairs And Renewals Fund	To pay for future repairs, maintenance and renewals of property and equipment	(2,234,925)	(2,234,925)	(2,357,739)	(2,357,739)
Building Control Surplus	Statutory building control reserve	(57,343)	(57,343)	(57,343)	(57,343)
Museum Purchases Fund	Partly a bequest from the Nicholson estate	(32,199)	(32,199)	(32,199)	(32,199)
Training Provision	To pay for additional training needs and apprentice costs	(158,752)	(158,752)	(158,752)	(158,752)
Restructuring And Pay		(153,058)	(153,058)	(141,200)	(141,200)
Court Costs	To pay for unplanned court costs	(58,959)	(58,959)	(58,959)	(58,959)
Change Management/Capital Fund	To enable and facilitate the changing working environment	(13,113,015)	(13,706,670)	(13,490,828)	(14,276,828)
CSG/Enforcement Reserve	Provides additional funding for enforcement-related activities	(84,210)	(84,210)	(45,620)	(45,620)
Flooding Defence Reserve	To mitigate the impact of flooding	(250,000)	(250,000)	(250,000)	(250,000)
Emergency Planning Reserve	To replenish the emergency planning store's stock (of, for example, aqua-sacs)	(42,651)	(42,651)	(42,651)	(42,651)
Planning Costs Fund	To pay for unplanned planning enquiries or appeals	(201,140)	(201,140)	(201,140)	(201,140)
Growth And Prosperity Fund	Think BIG (Business Investment for Growth) loans to businesses in the district	(127,366)	(127,366)	(127,366)	(127,366)
Refuse Bin Purchase	If the cost of buying bins exceeds the revenue budget the service has available	(15,000)	(15,000)	(15,000)	(15,000)
Fuel And Energy Reserve		(62,142)	(62,142)	(62,142)	(62,142)
Management Carry Forward	Requests by management to transfer some of their budget into the next financial year, to spend in the next financial year	(663,672)	(663,672)	0	0
NNDR Volatility Reserve	A buffer from reduced income, increased bad debts and/or increased refunds when the business rate system changes	(793,348)	(793,348)	(793,348)	(793,348)
Community Initiative Fund		(195,492)	(195,492)	(156,520)	(156,520)
MTFP Reserve	To cover future years' deficits, if all other actions to cover deficits are insufficient	(4,043,444)	(4,579,314)	(5,522,314)	(5,561,314)
Asset Maintenance Fund	To fund works identified from asset condition surveys	(500,000)	(500,000)	(500,000)	(500,000)
Capital Project Feasibility Fund	To fund feasibility works in relation to potential capital schemes	(400,816)	(400,816)	(313,816)	(313,816)
Community Engagement Fund	To assist communities with their efforts to battle COVID-19	(286,104)	(286,104)	(245,484)	(245,484)
COVID Pressures	To mitigate the impact of extraordinary COVID-19 related costs	(200,000)	(200,000)	(179,750)	0
Collection Fund Budget	To fund the Collection Fund deficit which has arisen because of General Fund grant being given to compensate councils for statutory NDR reliefs paid by councils in-year.	(8,570,638)	(8,570,638)	0	0
COVID Compliance Reserve	To mitigate the impact of extraordinary COVID-19 related costs which arise in relation to the delivery of frontline services	(281,411)	(263,731)	(191,641)	(30,571)
Theatre Centenary Legacy	To use monies raised through the centenary event to fund the cost of grants given to those doing eligible cultural courses	0	0	(13,100)	(13,100)
Commercialisation Plan	To fund the initial investment in activities required to generate annual savings over the medium- and long-term	0	0	0	(200,000)
Invest to Save Reserve		0	0	0	(200,000)
Workforce Development Reserve		0	0	0	(200,000)
Collection Fund Spreading Adjustment Reserve	To fund Collection Fund deficits which have arisen as a result of exceptional pandemic-related circumstances	0	(775,560)	(387,780)	0
General Fund Balance		(1,500,000)	(1,500,000)	(1,500,000)	(1,500,000)
Total Council Funds		(34,458,775)	(36,346,180)	(27,260,782)	(27,757,182)
Grants:					
Homelessness Fund	To pay for relevant costs from the government's homelessness-related grants	(403,482)	(403,482)	(687,321)	(919,861)

Revenue Grants Unapplied	Revenue grants which have not yet been used where the grant providers do not require the grants to be repaid if unused	(539,594)	(480,594)	(332,426)	(332,426)
Community Safety Fund	To pay for costs of Bassetlaw, Newark and Sherwood Community Safety Partnership (BNSCSP)	(141,214)	(141,214)	(141,214)	(141,214)
Energy & Home Support Reserve	To assist vulnerable residents with heating/boiler issues	(103,171)	(103,171)	(103,171)	(103,171)
Welfare Reform Reserve		(25,774)	(25,774)	(25,774)	(25,774)
Total Grants		(1,213,235)	(1,154,235)	(1,289,906)	(1,522,446)
Total General Fund Revenue Reserves		(35,672,010)	(37,500,415)	(28,550,688)	(29,279,628)

General Fund Capital Reserves	Reason for reserve	Balance as at 31 March 2021	Balance as at 1 April 2021	Estimated Balance as at 31 March 2022	Estimated Balance as at 31 March 2023
Capital Financing Provision	Resources such as New Homes Bonus (NHB) grant to pay for capital spend	(1,519,644)	(2,663,299)	(1,060,635)	(1,357,772)
Capital Receipts	Receipts from selling General Fund (GF) assets to pay for capital spend	(549,491)	(549,491)	(442,551)	(157,551)
Grants & Contributions Unapplied	Capital funding received which does not yet need to be spent	(8,746,184)	(8,746,184)	(8,113,272)	507
Total General Fund Capital Reserves		(10,815,319)	(11,958,974)	(9,616,458)	(1,514,816)

Ring-Fenced Reserves	Reason for reserve	Balance as at 31 March 2021	Balance as at 1 April 2021	Estimated Balance as at 31 March 2022	Estimated Balance as at 31 March 2023
Mansfield Crematorium	Statutory, because council is part of Mansfield and District Crematorium	(149,948)	(149,948)	(149,948)	(149,948)
Total Ring-Fenced Reserves		(149,948)	(149,948)	(149,948)	(149,948)

Total Reserves		(46,637,277)	(49,609,337)	(38,317,094)	(30,944,392)
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INTRODUCTION

REVIEW OF 2021/2022

The Staffing Establishment Report for 2021/2022 produced early in 2021 predicted an increase of 20.24 full-time equivalents (FTEs) to an establishment of 579.19 FTEs at 31st March 2022. In the current review staffing levels are estimated to be 579.89 FTEs as at 31st March 2022.

2021/22		2022/23		
Actual Employee Establishment at 31.03.21	Directorate	Planned Employee Establishment at 31.03.22	Planned Variations	Anticipated Employee Establishment at 31.03.23
18.00	Law & Democratic Services	16.60	1.50	18.10
83.76	Resources & Deputy Chief Executive	87.43	1.00	88.43
86.53	Customer Services & Organisational Development	70.12	0.61	70.73
164.53	Communities & Environment	174.60	2.01	176.61
44.26	Growth & Regeneration	49.46	0.00	49.46
161.87	Housing, Health & Wellbeing	181.69	0.00	181.69
558.95		579.89	5.12	585.01
26.00	Joint Negotiating Committee	20.57	0.00	20.57
99.29	Grades NS 11-17	116.64	1.10	117.74
75.07	Grades NS 9-10	74.86	2.00	76.86
358.59	Below Grade NS 9	367.82	2.02	369.84
558.95		579.89	5.12	585.01

Who's Who 2022/23

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<u>Committee/Fund</u>	<u>Accountant</u>	<u>Extension</u>
REVENUE BUDGET SUMMARY	Nick Wilson or Mohammed Sarodia	5317 or 5537
ECONOMIC DEVELOPMENT COMMITTEE	Rebecca Pitcher or Sarah Davis	5324 or 5415
HOMES AND COMMUNITIES COMMITTEE	Dean Rothwell	5478
LEISURE AND ENVIRONMENT COMMITTEE	Lynn Ankrett	5262
POLICY & FINANCE COMMITTEE	Rebecca Pitcher	5324
VEHICLE POOL	Lynn Ankrett	5262
INSURANCE	Rebecca Pitcher	5324
COLLECTION FUND	Nick Wilson or Mohammed Sarodia	5317 or 5537
LEASING	Lynn Ankrett	5262
RECHARGEABLE WORKS	Gayle Bester	5429
GENERAL FUND NET REVENUE ACCOUNT	Nick Wilson or Mohammed Sarodia	5317 or 5537
HOUSING REVENUE ACCOUNT (HRA)	Mohammed Sarodia or Dean Rothwell	5537 or 5478
REPAIRS AND RENEWALS FUND	Gayle Bester	5429
CAPITAL	Jenna Norton* *Mike Marriott until Summer 2022	5327