

APPENDIX 1

SUMMARY OF REVENUE BUDGET AND PRECEPT 2021/22

Total Net Expenditure 2020/21			Total Net Expenditure 2021/22	
Amount	Amount per Council Taxpayer (Band D equivalent)	SERVICE	Amount	Amount per Council Taxpayer (Band D equivalent)
£000	£		£000	£
209,423	620.36	Adults and Health	209,991	622.61
129,571	383.82	Children and Young People	132,631	393.24
52,805	156.42	Economy and Corporate Resources	49,278	146.11
20,815	61.66	Education and Skills	21,805	64.65
60,378	178.86	Environment	62,129	184.21
13,892	41.15	Finance	15,841	46.97
35,732	105.85	Fire & Rescue and Communities	38,042	112.79
35,401	104.87	Highways and Infrastructure	36,577	108.45
1,452	4.30	Leader	1,452	4.30
559,469	1,657.29	SERVICE TOTALS	567,746	1,683.33
28,719	85.07	Capital Financing Costs	28,934	85.79
2,377	7.04	Revenue Contribution to Capital Outlay - County Council	532	1.58
500	1.48	Revenue Contribution to Capital Outlay - Business Rates Pilot	1,900	5.63
-2,970	-8.80	Investment Income	-2,970	-8.81
6,832	20.24	General Contingency	6,400	18.98
0	0.00	Pay Contingency	2,200	6.52
25	0.07	Care Leavers Council Tax Support	25	0.07
-595	-1.76	Transfers to/from (-) Earmarked Reserves - County Council	21,966	65.13
-500	-1.48	Transfers to/from (-) Earmarked Reserves - Business Rates Pilot	-1,900	-5.63
34,388	101.86	NON-SERVICE TOTALS	57,087	169.26
593,857	1,759.15	NET EXPENDITURE	624,833	1,852.59
-85,110	-252.12	Business Rates Retention Scheme	-79,257	-234.99
0	0.00	Covid-19 Expenditure Pressures Grant	-15,618	-46.31
0	0.00	Local Council Tax Support Grant	-6,628	-19.65
-3,713	-11.00	New Homes Bonus Grant	-2,352	-6.98
-17,343	-51.37	Social Care Support Grant	-18,169	-53.87
-2,000	-5.92	Collection Fund Surplus (-) / Deficit	6,667	19.77
485,691	1,438.74	PRECEPT	509,476	1,510.56
	3.99%	Increase in Council Tax Band D on Previous Year		4.99%
337,580.90		Council Tax Band D Equivalents	337,276.40	

APPENDIX 2

ANALYSIS OF CHANGES

PORTFOLIO	Budget 2020/21	Pay and prices	Committed and Service Changes	Balancing the Budget (Appendix 3)	Total Change in Spending (col 2+3+4) ¹	Transfers between Portfolios	Overall Change in Spending (col 5+6)	Budget 2021/22 (col 1+7)
	column 1	column 2	column 3	column 4	column 5	column 6	column 7	column 8
	£000	£000	£000	£000	£000	£000	£000	£000
Adults and Health	209,423	237	8,369	-7,976	630	-62	568	209,991
Children and Young People	129,571	351	6,286	-3,906	2,731	329	3,060	132,631
Economy and Corporate Resources	52,805	694	649	-3,371	-2,028	-1,499	-3,527	49,278
Education and Skills	20,815	216	1,439	-781	874	116	990	21,805
Environment	60,378	786	1,907	-540	2,153	-402	1,751	62,129
Finance	13,892	24	256	-203	77	1,872	1,949	15,841
Fire & Rescue and Communities	35,732	181	1,734	-438	1,477	833	2,310	38,042
Highways and Infrastructure	35,401	1,016	1,494	-1,297	1,213	-37	1,176	36,577
Leader	1,452	4	-9	-1	-6	6	0	1,452
SERVICE TOTALS	559,469	3,509	22,125	-18,513	7,121	1,156	8,277	567,746
Capital Financing Costs	28,719		215		215		215	28,934
Revenue Contribution to Capital Outlay - County Council	2,377		-1,845		-1,845		-1,845	532
Revenue Contribution to Capital Outlay - Business Rates Pilot	500		1,400		1,400		1,400	1,900
Investment Income	-2,970				0		0	-2,970
General Contingency	6,832		724		724	-1,156	-432	6,400
Pay Contingency	0		2,200		2,200		2,200	2,200
Care Leavers Council Tax Support	25				0		0	25
Transfers to/from (-) Earmarked Reserves - County Council	-595		22,561		22,561		22,561	21,966
Transfers to/from (-) Earmarked Reserves - Business Rates Pilot	-500		-1,400		-1,400		-1,400	-1,900
NON-SERVICE TOTALS	34,388	0	23,855	0	23,855	-1,156	22,699	57,087
NET EXPENDITURE	593,857	3,509	45,980	-18,513	30,976	0	30,976	624,833

¹ The effective change in spending is shown in greater detail in each portfolio section. This represents changes that will either be borne directly by the council taxpayer or via general financing grants from central government.

APPENDIX 3

BALANCING THE BUDGET

Activity	2021/22	2022/23	Total	Description	Estimated fte impact (if known)	Equality Impact Assessment (EIA)
	£000	£000	£000			
Adults and Health:						
<i>Strategic Decisions:</i>						
Review of in-house residential services	640		640	In 2018 the 'Choices for the Future' transformation programme for in-house services was approved by the Adults Cabinet Member. Within the programme there was a commitment to review the in-house residential services. The County Council is developing an accommodation strategy, partly as significantly fewer referrals are being made to older people's residential services due to initiatives like Home First. It is anticipated there could be opportunities to redevelop some sites into extra care housing or release for a capital receipt. One of these is Marjorie Cobby House in Selsey, which is a resource centre that works primarily with St Richard's Hospital, providing Discharge to Assess (D2A) and interim beds. Since the introduction of Home First and the increase of capacity in the Community Rehabilitation Services there has been a change in referral patterns into the service. It is anticipated there will be a need for a small provision of D2A beds in the Western area, which could be purchased in the external market and closer to the acute setting. The cost for replacing eight beds is approximately £320K, which would be funded from the gross saving to deliver a net benefit of £640k. Marjorie Cobby House is not a long stay resource so impacts for families and people using the service will be minimised if closure is agreed, following consultation that will include staff.	Up to 50 people, circa 30 fte, will be affected. There will be some opportunities for redeployment.	Usual EIA Methodology will apply
Review of Shaw day services	250		250	Shaw day services are provided at six of the 12 care homes that are operated by Shaw Healthcare as part of a block contract on behalf the County Council. Before Covid-19 pandemic closed the services on the 25th March 2020, 92 people were registered to attend the six services which were operating at an average of 45% attendance against capacity. This meant that the County Council was paying for places that were not being used. Since March operational staff report that now only 50 people are either able to or want to return to the same day service provision meaning that demand has significantly reduced further.	n/a	Usual EIA Methodology will apply
Review of Lifelong services day services		2,240	2,240	The County Council has a clear strategic intent to reduce dependence on building based day services for people with learning disabilities and to ensure that people, wherever possible, are able to access local community provision. There is a renewed focus on enabling independence and increasing employment opportunities. There is an intention to significantly reduce the spend on building based services to create the savings. This will be phased in part due to the reduced use of day provision during Covid-19 and the emergence of new ways of offering support, the opportunities afforded by the re-procurement of services at the end of the current contract in March 2022 and continued development of the Council provided day services. Initial discussions have been held with contracted day services about a new model and there will be further consultation with all stakeholders including customers and family carers.	n/a	Usual EIA Methodology will apply

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Activity	2021/22	2022/23	Total	Description	Estimated fte impact (if known)	Equality Impact Assessment (EIA)
<i>Business as usual:</i>						
Non-residential customers to remain at home with reduced package	890	2,610	3,500	An additional 1600 people to benefit from reablement prior to receiving long-term care. The service is proven to deliver better care outcomes. The outcome is expected to be average reductions in care packages that will fund both the increase in investment and produce a net saving.	n/a	Not likely to be required
Redirecting residential customers to home-based care		2,020	2,020	Around 670 older people enter residential care per year, excluding nursing placements. Through the promotion of independence, the aim is to reduce that total by around 450, which is in line with best practice.	n/a	Not likely to be required
Increase supply and use of shared lives carers	448		448	30 additional placements, saving an average of £15k per person per year after allowing for additional investment of £50k in Shared Lives.	n/a	Not likely to be required
Supported Living - transfer of customers from residential provision	1,059		1,059	50 customers to move from residential care to supported living, saving an average of £500 per person per week.	n/a	Not likely to be required
Increase number of customers supported by live-in care	106		106	5 customers to be supported through live-in care rather than by personal assistants/domiciliary care, saving an average of £21.2k per person per year.	n/a	Not likely to be required
Reduce use of single person services for customers where shared services may be suitable	114		114	6 customers currently living in single person services, who would be suitable for living in a shared service, to be moved into new arrangements, saving an average of £19k per person per year.	n/a	Not likely to be required
Absorption of demand growth for adult social care from older people through demand management	4,361		4,361	Demand growth will be managed within the limits of the existing budget, so avoiding the need for the County Council to provide the increase in funding that otherwise would have been necessary. Most of this will be delivered from the full-year effect of actions that are already in place, such as Home First, technology enabled care and an increase in provision of extra care housing.	n/a	Not likely to be required
Review of agency staff	108		108	Savings from contract reprocurement.	n/a	Not likely to be required
Sub-total	7,976	6,870	14,846			
Children and Young People:						
<i>Strategic Decisions:</i>						
National House Project	250	750	1,000	<p>The National House Project is a social enterprise built with young people leaving care, providing sustainable homes and a community of support that enables young people to have confidence in themselves and their future.</p> <p>The cost of accommodation for young people represents one of the highest challenges to local authority budgets. National House Projects deliver improved outcomes for young people at lower costs and reduces demand on wider local authority and partner agency budgets with fewer tenancy breakdowns, improved emotional, physical and mental health and less contact with criminal justice services.</p> <p>Savings of up to £0.2m per annum could be achieved for every residential placement avoided, meaning maximum savings potential of £2m per annum based on a cohort of 10 young people. However, in reality not all young people will be stepped down from residential placements, but potentially foster placements which cost less.</p>	n/a	Usual EIA Methodology will apply

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Activity	2021/22	2022/23	Total	Description	Estimated fte impact (if known)	Equality Impact Assessment (EIA)
Increase in Council's top slice of Early Years DSG to compensate for lost Central DSG grant funding used for wider benefit of children and young people	225	225	450	<p>To compensate for the continued reduction of DSG grant for the Central Services Schools block used to fund support to the MASH, Early Help services and Education Area Inclusion and Improvement Boards the council could increase the total funds to be topsliced from the DSG Early Years block. Under the Early Years funding regulations 95% of the Early Years funding for 3 and 4 year olds must be passed through to Early Years providers, but the remaining 5% can be topsliced by the County Council towards the overheads incurred in running the service. Since we are currently only topslicing 4% of this budget, we can under the national regulations look to increase our share by a further 1% (£0.450m).</p> <p>The proposed increase in the County Council's centrally retained element equates to 5p per pupil on the hourly rate paid to Early Years providers. This will need to be phased in over the next two years. The DSG funding rates paid to the County Council are set to increase by 8p per hour for 2 year olds and 6p per hour for 3 and 4 year olds in 2021/22.</p>	n/a	Not likely to be required
<i>Business as usual:</i>						
In-house residential programme – reduced independent placement costs	200	100	300	<p>The focus of phase 1 of this proposal is the reopening of the 3 closed homes (Cissbury Lodge, May House and Seaside) in order to both increase capacity and create more appropriate, safe and high-quality provision in response to demand. This will avoid cost in external agency residential placements, particularly high-cost out of county placements, through better meeting the needs of more complex children in county.</p> <p>Phase 2 will focus on investing in the 3 open homes (Orchard House, High Trees and Teasel Close) in order to resolve critical issues with the sites and close the gap between good and outstanding care.</p>	n/a	Usual EIA Methodology will apply
Reduce the number of solo placements and retainers	100	95	195	The main aim of this proposal is to reduce annual spend on solo placements by 50% from 2021 to 2025, with the assumption that the alternative would be shared accommodation sourced through the Direct Payment Scheme at £1.3k per week, the cost of which has been taken into account when calculating savings.	n/a	Usual EIA Methodology will apply
Improved commissioning for children's social care service	1,800	750	2,550	This proposal includes a number of initiatives that will look to step down young people from a residential care into an alternative setting, increase market capacity to effect a change from spot purchasing to increased block contracting, reduce the excessive costs of the most expensive residential placements, and ensure any additional costs are closely monitored to ensure good outcomes and best use of resources.	n/a	Usual EIA Methodology will apply
Early help restructure (year 2 savings)	550	400	950	Redesign of the service to deliver a more targeted Early Help offer, focussed towards supporting the most vulnerable children and families (year 2 of earlier decision).	40-50	Usual EIA Methodology will apply

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Activity	2021/22	2022/23	Total	Description	Estimated fte impact (if known)	Equality Impact Assessment (EIA)
Lease of vacant properties to reduce intentionally homeless costs	100		100	The council is proposing to enter into a lease agreement with a registered housing provider, through which approximately 10 Vacant council owned properties will be used to accommodate intentionally homeless families rather than bed and breakfast arrangements.	n/a	Not likely to be required
Increased grant funding towards support for unaccompanied asylum seeking children	450		450	Increased grant funding rate for 18+ unaccompanied asylum seeking children leaving care, coupled with a reduction in the expected number of additional placements next year.	n/a	Not likely to be required
Review of agency staff	231		231	Savings from contract reprocurement.	n/a	Not likely to be required
Sub-total	3,906	2,320	6,226			
Economy and Corporate Resources:						
<i>Strategic Decisions:</i>						
IT service redesign	500	250	750	The current contract for IT services concludes at the end of September 2022 and work has demonstrated that there are benefits to the council of moving to a new provision model at an earlier date.	n/a	Not likely to be required
Review of Democratic Support	108		108	Removal of post supporting the Community Initiative Fund and a review of member and meeting costs.	1	Usual EIA Methodology will apply
Public Health – use of uncommitted Public Health Grant/other changes within existing contracts	370	88	458	This savings has two elements. (1) Decommissioning of the Help at Home Contract. This has provided a subsidised home support service, but has been used by significantly fewer people during the Covid-19 pandemic and does not align with the County Council's current model of community led support for adult social care. There will be a tapered withdrawal of the service accompanied by ongoing assessment of service user needs and integration with community support. (2) A reduction of £0.1m in the Wellbeing Programme. This will focus on activity that has been disrupted due to Covid-19 and the options created as a result.	n/a	Not likely to be required
<i>Business as usual:</i>						
Reduction in professional fees to support One Public Estate (OPE) delivery	50		50	Reprioritisation of the OPE programme will reduce the requirement for external technical advice and project management.	n/a	Not likely to be required
Review of Economy project budgets	100		100	Projects have now entered the delivery phase and technical and project support is no longer required within the revenue budget.	n/a	Not likely to be required
Digital Infrastructure - 1 FTE Vacancy Freeze	45	-45	0	1 Fte has been frozen for 2021/22 only within the Digital Infrastructure team.	1	Not likely to be required
Facilities Management - associated services	40		40	The reprocurement of soft FM services has led to savings in service provision.	n/a	Not likely to be required
Reshaping communications offer	200		200	A review of the Communications support offered to the County Council in light of changing requirements.	2-4	Usual EIA Methodology will apply
Reduction in corporate stationary requirements	100		100	Savings arising from reduced demand for stationery as a result of new ways of working.	n/a	Not likely to be required
Licencing savings following reprocurement of ERP Solution	400		400	Efficiencies resulting from the replacement of the corporate system which supports the Council with its HR and Finance processes.	n/a	Not likely to be required
Reduction in legal costs required for child protection cases	200		200	Reduction in the level of support required to support child protection cases.	n/a	Not likely to be required

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Activity	2021/22	2022/23	Total	Description	Estimated fte impact (if known)	Equality Impact Assessment (EIA)
HR service redesign	300		300	Restructuring of HR Services to reflect support required to frontline services.	3-5	Usual EIA Methodology will apply
Review of agency staff	118		118	Savings from contract reprocurement.	n/a	Not likely to be required
Public Health – use of uncommitted Public Health Grant/other changes within existing contracts	840	0	840	This saving covers a mix of items, utilising £0.49m of uncommitted growth funding from 2020/21 together with measures that will reduce spending in areas like Substance Misuse but with limited impacts on current activity levels. This will allow expenditure in Economy and Corporate Resources that supports delivery of Public Health to be recharged against the Public Health Grant and so realise the saving.	n/a	Not likely to be required
Sub-total	3,371	293	3,664			
Education and Skills:						
<i>Business as usual:</i>						
Home to school transport – increased internal fleet and greater taxi competition	500		500	There are a number of workstreams already in motion such as paying parents a fuel allowance and annual reviews of lone taxi use. Proposed new initiatives to reduce transport costs include the following: i) Investing and increasing our own internal fleet of minibuses and cars to reduce the need for external commissioning of some SEND transport; ii) Investigating the recent increase in taxi competition due to a downturn in public use to bring greater efficiencies and savings in contract and journey costs which have been controlled by a limited supply; iii) Investigating route and branch project reviews of our transport approach and focusing on particular programmes to bring longer term savings and creative approaches that have not had the time or capacity to undertake internally.	n/a	Not likely to be required
Improve school trading offer (year 2 savings)	150		150	A number of trading opportunities are being explored and developed with the view of increasing overall income (year 2 of earlier decision).	n/a	Not likely to be required
Charge Inclusion and Disadvantaged Pupils Programme to School Effectiveness	127		127	The Disadvantaged Pupils programme is to be funded out of the existing School Effectiveness budget which is funded by government grant next year thereby making a saving within the commissioned school improvement budget.	n/a	Not likely to be required
Closure of Martlets Public Café	0		0	Cost avoidance from closure of onsite catering facility.	4	Not likely to be required
Review of agency staff	4		4	Savings from contract reprocurement.	n/a	Not likely to be required
Sub-total	781	0	781			

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Activity	2021/22	2022/23	Total	Description	Estimated fte impact (if known)	Equality Impact Assessment (EIA)
Environment:						
<i>Strategic Decisions:</i>						
Reduction in MBT Insurance		750	750	Reduction in the Insurance Premium for the MBT facility at Warnham.	n/a	Not likely to be required
<i>Business as usual:</i>						
Review Countryside Fees and Charges	20		20	Review current fees and charges to ensure cost recovery.	n/a	Not likely to be required
Community support for the mobile Household Waste Recycling Sites (HWRS)	50		50	Changes to the funding arrangements in respect of service provision in Selsey and the Witterings.	n/a	Not likely to be required
Restructure of Waste Prevention budgets	128		128	Review of waste prevention support and projects.	n/a	Not likely to be required
Restructure of Electricity Budget	190		190	Savings to reflect the continued reduction in the unit rates in wholesale energy costs.	n/a	Not likely to be required
Development of battery storage site	100		100	Additional income arising from the development of the Halewick Lane site including provision of a Battery storage Facility.	n/a	Usual EIA Methodology will apply
Charge for monitoring travel plans	50		50	The Council requires developers to provide travel plans to support initiatives such as sustainable travel on new sites. The cost of monitoring these plans should be met by the developer and will be through this charge. The charge will be introduced through the planning process and agreed as part of the application.	n/a	Not likely to be required
Review of agency staff	2		2	Savings from contract reprocurement.	n/a	Not likely to be required
Sub-total	540	750	1,290			
Finance						
<i>Business as usual:</i>						
Finance service redesign following implementation of ERP		250	250	Efficiency savings resulting from ERP implementation.	3-4	Usual EIA Methodology will apply
Asset & Estates holding of staffing changes	96	-66	30	Review of recruitment plans to deliver temporary and permanent savings without significant impact on ability to deliver the service.	1	Not likely to be required
Reduction in business rates payable on corporate estate	100		100	Rationalisation in County Council building estate through implementation of the Asset Strategy will reduce business rate liability.	n/a	Not likely to be required
Review of agency staff	7		7	Savings from contract reprocurement.	n/a	Not likely to be required
Sub-total	203	184	387			

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Activity	2021/22	2022/23	Total	Description	Estimated fte impact (if known)	Equality Impact Assessment (EIA)
Fire & Rescue and Communities:						
<i>Strategic Decisions:</i>						
Development of adapted library service offer in conjunction with Parish Councils	70		70	The opportunity exists to explore the potential for a Parish to take over the existing Library building whilst maintaining a self-service library offer for the community. The way in which this might work would be dependent on discussions with the individual Parish. Depending on those discussions, savings could also be made on property maintenance (dependent on the continued level of support WSCC wishes to provide), IT and staff supervision.	2	Usual EIA Methodology will apply
Removal of Community Initiative Fund (CIF)	140		140	Cessation of CIF and the crowdfunding platform.	n/a	Usual EIA Methodology will apply
<i>Business as usual:</i>						
Increased income from copy certificates for registrars services	150		150	Increased income as a result of increases in statutory charges for copy certificates.	n/a	Not likely to be required
Review of Partnerships & Communities Team	70		70	Developments in partnership working enable consolidation of team structure and release of vacant posts.	1	Not likely to be required
Review of agency staff	8		8	Savings from contract reprourement.	n/a	Not likely to be required
Sub-total	438	0	438			
Highways and Infrastructure:						
<i>Strategic Decisions:</i>						
Review highway and transport fees and charges	200		200	Review opportunities to introduce new fees and charges and levels of charge in respect of Highway and Transport services.	n/a	Not likely to be required
<i>Business as usual:</i>						
Use of one off funding to support highways and transport priorities	500		500	Use of unallocated reserve funding.	n/a	Not likely to be required
Reduced level of demand for concessionary bus travel scheme	400		400	Reflects reduced demand for concessionary travel.	n/a	Not likely to be required
Review the management of graffiti removal	50		50	Review approach to graffiti removal and management across the County, with no reduction to service.	n/a	Not likely to be required
On street parking (year 2 savings)	76	75	151	Additional income expected from the implementation of the County Council's Parking Management Plan (year 2 of earlier decision).	n/a	Not likely to be required
Redesign processes for the delivery of highways schemes	50		50	Review the processes for delivery of highways and TROs to improve efficiency. The capital funding for delivery of these schemes remains unchanged.	n/a	Not likely to be required

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Activity	2021/22	2022/23	Total	Description	Estimated fte impact (if known)	Equality Impact Assessment (EIA)
Review of agency staff	21		21	Savings from contract reprocurement.	n/a	Not likely to be required
Sub-total	1,297	75	1,372			
Leader						
<i>Business as usual:</i>						
Review of agency staff	1		1	Savings from contract reprocurement.	n/a	Not likely to be required
Sub-total	1	0	1			
Overall total	18,513	10,492	29,005			
Portfolio Summary:	2021/22	2022/23	Total			
	£000	£000	£000			
Adults and Health	7,976	6,870	14,846			
Children and Young People	3,906	2,320	6,226			
Economy and Corporate Resources	3,371	293	3,664			
Education and Skills	781	0	781			
Environment	540	750	1,290			
Finance	203	184	387			
Fire & Rescue and Communities	438	0	438			
Highways and Infrastructure	1,297	75	1,372			
Leader	1	0	1			
Total	18,513	10,492	29,005			

APPENDIX 4

GRANTS TOWARDS SPECIFIC SERVICES

Portfolio and Grant	2020/21 Budget	2021/22 Budget	Change from 2020/21 Budget	
Specific Government Grants ¹	£000	£000	£000	%
Adults and Health				
Independent Living Fund	4,309	4,309	0	0.0
Local Reform and Community Voices	465	473	8	1.7
Social Care in Prison	68	65	-3	-4.4
Syrian Vulnerable Persons Resettlement Scheme	155	441	286	184.5
Public Health	19,221	19,525	304	1.6
Improved Better Care Fund	19,878	19,878	0	0.0
War Pensions Scheme Disregard	153	137	-16	-10.5
Children of Alcohol Dependent Parents	194	0	-194	-100.0
Rough Sleeping	238	0	-238	-100.0
HIV Pre-exposure Prophylaxis	0	139	139	N/A
	44,681	44,967	286	0.6
Children and Young People				
Dedicated Schools	49,124	49,599	475	1.0
Child Asylum Seekers	2,774	2,774	0	0.0
Adoption Support Fund	1,530	1,830	300	19.6
Asylum - Leaving Care	884	1,684	800	90.5
Public Health	12,962	13,122	160	1.2
Troubled Families	1,190	1,190	0	0.0
Staying Put	241	359	118	49.0
Youth Justice Good Practice	552	563	11	2.0
Improved Better Care Fund	128	128	0	0.0
Extending Personal Advisor Offer (Care Leavers)	72	108	36	50.0
	69,457	71,357	1,900	2.7
Economy and Corporate Resources				
Public Health	0	1,210	1,210	N/A
	0	1,210	1,210	N/A
Education and Skills				
Dedicated Schools	586,801	643,372	56,571	9.6
16-19 Sixth Form	13,403	12,793	-610	-4.6
Pupil Premium	13,723	13,492	-231	-1.7
Crawley Schools PFI	4,532	4,532	0	0.0
Extended Rights to Free Travel	417	483	66	15.8
Higher Education Funding Council for England	120	95	-25	-20.8
PE & Sports	3,400	3,330	-70	-2.1
Universal Free School Meals	7,363	7,100	-263	-3.6
Skills Funding Agency	3,006	3,006	0	0.0
Moderation and Phonics Key Stage 2	27	27	0	0.0
School Improvement Monitoring and Brokerage	800	825	25	3.1
European Structural and Investment Fund	168	0	-168	-100.0
Teachers Pensions	12,403	0	-12,403	-100.0
Teachers Pay	4,344	0	-4,344	-100.0
	650,507	689,055	38,548	5.9
Environment				
Waste PFI	2,124	2,124	0	0.0
	2,124	2,124	0	0.0

APPENDIX 4

Portfolio and Grant	2020/21 Budget	2021/22 Budget	Change from 2020/21 Budget	
Finance				
Inshore Fisheries and Conservation Support	148	148	0	0.0
	148	148	0	0.0
Fire & Rescue and Communities				
Public Health	832	832	0	0.0
Fire Revenue	2,199	2,199	0	0.0
	3,031	3,031	0	0.0
Highways and Infrastructure				
Street Lighting PFI	6,069	6,069	0	0.0
Bus Service Operators	436	436	0	0.0
Lead Local Flood Authority	66	66	0	0.0
Public Health	50	50	0	0.0
	6,621	6,621	0	0.0
TOTAL SPECIFIC GOVERNMENT GRANTS	776,569	818,513	41,944	5.4
¹ Where final grant confirmations are outstanding, provisional 2021/22 allocations have been budgeted				
Memo: Other Non-Service and Financing Grants	2020/21 Budget	2021/22 Budget	Change from 2020/21 Budget	
	£000	£000	£000	%
Business Rate Retention Scheme	85,110	79,257	-5,853	-6.9
Covid-19 Expenditure Pressures Grant	0	15,618	15,618	N/A
Local Council Tax Support Grant	0	6,628	6,628	N/A
New Homes Bonus Grant	3,713	2,352	-1,361	-36.7
Social Care Support Grant	17,343	18,169	826	4.8
TOTAL OTHER NON-SERVICE AND FINANCING GRANTS	106,166	122,024	15,858	14.9

APPENDIX 5

RESERVES

Reserve	Projected balance at 31 March 2021 £000	Projected balance at 31 March 2022 £000	Description
Adult Social Care Support Grant	-1,018	0	Earmarked as a contribution towards funding the cost of engaging a strategic partner to support the delivery of the Adults' Improvement Programme.
Budget Management	-35,066	-38,248	Held to guard against uncertainty and volatility over future Local Government finance settlements, business rate income and localisation of Council Tax benefits, as well as guarding against the risk of non delivery of savings.
Business Infrastructure	-256	-256	Reserve held to pump-prime local economic developments, through developing the broadband network, facilitating new business start-ups, and financing internal infrastructure improvements using local contractors where appropriate.
Business Rates Pilot	-19,420	-17,520	This reserve holds the gains from the 75% business rates retention pilot scheme from 2019/20. The gain will be invested jointly by the County Council and Districts/Boroughs on project work with economic benefit, but is reflected in the County's budget as the lead authority.
Children First Improvement Plan	-1,500	0	Reserve created to support the delivery of the Children First Improvement Plan. The balance at 31 March 2021 represents a planned outturn carry-forward to be applied in 2021/22 to fund ongoing improvement work.
Contracts Reserve	-349	-349	Provides for potential claims arising from the settlement of contractual arrangements.
Covid-19 Emergency Fund	0	-22,246	Holds the balance of monies allocated by central government to support local authorities with pressures arising from the coronavirus pandemic. Whilst all funding received up to 31 March 2021 is expected to be deployed in 2020/21, the 31 March 2022 balance provisionally includes the new Covid-19 Expenditure Pressures and Local Council Tax Support grants which are being held in the reserve pending spending decisions.
Economic Growth Reserve (including Strategic Economic Plan)	-1,353	-1,330	Held to deliver the Economic Growth Plan 2018-2023, including the progression of the economic priorities within the Coast to Capital Local Enterprise Partnership.
Elections	-600	0	To hold annual contributions built into the base revenue budget. Will be used to finance administrative costs in an election year.
Highways Commuted Sums	-4,482	-5,080	Holds a balance of contributions received from developers in respect of future maintenance costs of non-standard highways infrastructure.
Infrastructure Works Feasibility	-382	-1,905	Reserve held to support the development of the County Council's Capital Programme.

APPENDIX 5

Reserve	Projected balance at 31 March 2021 £000	Projected balance at 31 March 2022 £000	Description
Insurance	-5,845	-5,845	Held in respect of the Authority's self-funding insurance scheme, to provide for the risk of unknown future claims. The value of the reserve is subject to regular review by independent insurance advisers to assess its validity in consideration of historical and market trends.
Interest Smoothing Account	-1,078	-1,078	Held to meet temporary shortfalls arising from fluctuations in interest rates, such as a reduction in investment returns or increased costs of borrowing, in line with the prudence principle in the financial strategy over matters over which the Council has little control.
Investment Property Sinking Fund	-100	-200	Held to meet one off expenses associated with the maintenance of the Council's commercial investment property portfolio.
NNDR Appeals	-460	-460	To cover the council's share of any potential liability following successful business rates appeals.
On Street Parking	-1,250	-1,250	Represents the surplus of charges over enforcement and associated costs, which is used to finance on street parking development and eligible transport network expenditure.
One Public Estate	-120	-120	Reserve established in 2017/18 to hold the balance of Government grant funding received to develop plans for rationalising the public estate together with partners including District Councils, Health and Sussex Police.
Crawley Schools Private Finance Initiative (PFI)	-32	-32	The PFI reserves hold the surplus of government credits and other sources of finance over unitary charge payments and other expenditure in the early years of the respective contracts, to meet future expenditure over the life of the PFI arrangements. This equalises the costs to the taxpayer of building and maintaining the facilities over the duration of the contracts. This is underpinned by detailed financial models to ensure that the schemes remain solvent throughout their durations.
PFI Street Lighting	-23,466	-23,024	
PFI Waste Management	-10,541	-10,341	
Schools Sickness and Maternity Insurance Scheme	-1,933	-1,933	Holds the accumulated surplus on the Sickness and Maternity Insurance Scheme operated by the Authority for its maintained schools.
Service Transformation Fund	-9,113	-9,113	The Service Transformation Fund is held to meet the costs of major organisational transformation. It is used to fund short-term costs in order to deliver on-going savings, and as a source of investment to finance improvements to services so that they become more efficient and provide better outcomes.
Statutory Duties Reserve	-2,437	-2,437	Holds funding to meet any obligations over and above that which the Authority has made provision for, such as those relating to payments made outside of payroll, and to meet any costs associated with the implementation of the General Data Protection Regulation (GDPR) and Health and Safety requirements.

APPENDIX 5

Reserve	Projected balance at 31 March 2021 £000	Projected balance at 31 March 2022 £000	Description
Street Works Permit Scheme	-29	-29	Street Works Permit surplus income transferred into reserve as the use of this income is restricted to supporting the delivery of the scheme in line with legislation.
Unapplied Revenue Grants	-360	-360	The Unapplied Revenue Grants reserve represents the unspent balance on revenue grants which are received for specific purposes but where there are no outstanding conditions on the grant which could require its repayment. The grant has therefore been recognised in full in accordance with accounting standards, but the unapplied balance is held in a reserve to fund future expenditure plans relevant to the purpose of the grant.
Waste Management MRMC	-25,350	-23,450	An investment fund to meet the 25-year Materials Resource Management Contract (MRMC) with Biffa Waste Services Ltd for the treatment and disposal of waste, including the development of appropriate facilities.
TOTAL EARMARKED RESERVES (NON SCHOOLS)	-146,540	-166,606	
Dedicated Schools Grant (DSG)	10,962	16,739	Dedicated Schools Grant: DSG is ring-fenced and can only be applied to finance expenditure on schools. This includes individual school budgets and an element of central expenditure on educational services provided on an authority-wide basis. The accumulated deficit on the reserve is carried forward to be funded from future DSG income in accordance with statute.
School Balances	-15,544	-15,544	The School Balances reserve holds net underspending on locally managed budgets.
TOTAL EARMARKED RESERVES (SCHOOLS & NON SCHOOLS)	-151,122	-165,411	
General Fund	-20,286	-20,286	The General Fund is the statutory fund into which all the receipts of an authority are required to be paid and out of which all liabilities of the authority are to be met, except to the extent that statutory rules might provide otherwise. These rules can also specify the financial year in which liabilities and payments should impact on the General Fund balance, which is not necessarily in accordance with proper accounting practice. The General Fund Balance therefore summarises the resources that the Council is statutorily empowered to spend on its services or on capital investment.
Capital Grants Unapplied	-34,793	-34,793	Holds the unspent balance on capital grants which are received for specific purposes where there are no outstanding conditions on the grant which could require its repayment.
TOTAL USABLE RESERVES	-206,201	-220,490	

APPENDIX 6

ADULTS AND HEALTH

REVENUE BUDGET 2021/22

Net Expenditure 2020/21	Gross Expenditure 2021/22	Sales, Fees and Charges 2021/22	Other Income 2021/22	Specific Government Grants 2021/22	Net Expenditure 2021/22	Net Expenditure Change from 2020/21
£000	£000	£000	£000	£000	£000	%
Older People						
<i>Commissioned Costs</i>						
20,446	Nursing Care (OP)	31,485	-14,094	0	17,391	-14.9%
34,220	Residential Care (OP)	76,557	-26,894	-5,502	31,099	-9.1%
14,552	Personal Budgets - Council Managed (OP)	33,301	-9,450	-1,869	20,366	40.0%
5,729	Personal Budgets - Direct Payments (OP)	6,685	-1,368	0	5,269	-8.0%
<i>Other Costs</i>						
2,388	In-House Day and Residential Care (OP)	2,107	-69	0	1,646	-31.1%
9,234	Social Care Activities (OP)	14,977	0	-4,764	8,704	-5.7%
86,569		165,112	-51,875	-12,135	84,475	-2.4%
Physical and Sensory Impairment						
<i>Commissioned Costs</i>						
2,190	Nursing Care (PSI)	2,042	-410	0	1,632	-25.5%
6,222	Residential Care (PSI)	6,582	-686	0	5,896	-5.2%
4,520	Personal Budgets - Council Managed (PSI)	7,196	-869	0	6,222	37.7%
8,081	Personal budgets - Direct Payments (PSI)	9,305	-724	0	7,560	-6.4%
621	Social care activities (PSI)	615	0	0	615	-1.0%
21,634		25,740	-2,689	0	21,925	1.3%
Learning Disabilities						
1,155	Nursing Care (LD)	1,162	-118	0	1,044	-9.6%
40,571	Residential Care (LD)	42,444	-3,210	0	39,234	-3.3%
34,245	Personal Budgets - Council Managed (LD)	40,844	-2,740	0	35,359	3.3%
7,326	Personal Budgets - Direct Payments (LD)	10,652	-544	0	9,027	23.2%
0	Preventative Services (LD)	1,328	0	-1,328	0	N/A
	In-House Day and Residential Care					
10,345	Recharges (LD)	10,427	0	0	10,427	0.8%
3,275	Health Services (LD)	3,805	0	-403	3,274	0.0%
<i>Other Costs</i>						
3,312	Social Care Activities (LD)	3,366	0	0	3,366	1.6%
-19,064	CCG Contribution to Pooled Budget	0	0	-19,333	-19,333	1.4%
81,165		114,028	-6,612	-21,064	82,398	1.5%

APPENDIX 6

ADULTS AND HEALTH

REVENUE BUDGET 2021/22

Net Expenditure 2020/21	Gross Expenditure 2021/22	Sales, Fees and Charges 2021/22	Other Income 2021/22	Specific Government Grants 2021/22	Net Expenditure 2021/22	Net Expenditure Change from 2020/21
£000	£000	£000	£000	£000	£000	%
Working Age Mental Health						
<i>Commissioned Costs</i>						
1,666	2,567	-63	0	0	2,504	50.3%
8,417	9,894	-506	0	0	9,388	11.5%
2,921	7,192	-234	0	-33	6,925	137.1%
966	1,079	-50	0	-19	1,010	4.6%
-13,970	0	0	-19,827	0	-19,827	41.9%
<i>Other Costs</i>						
430	3,150	0	-2,262	-150	738	71.6%
9,185	9,481	0	0	0	9,481	3.2%
9,615	33,363	-853	-22,089	-202	10,219	6.3%
Assistive Equipment and Technology						
0	9,139	0	-9,139	0	0	N/A
0	879	0	-879	0	0	N/A
0	10,018	0	-10,018	0	0	N/A
Universal Services						
0	2,719	0	-2,719	0	0	N/A
0	6,045	0	-5,678	-367	0	N/A
0	934	-934	0	0	0	N/A
2,050	4,882	0	-1,950	-870	2,062	0.6%
0	760	0	-760	0	0	N/A
2,050	15,340	-934	-11,107	-1,237	2,062	0.6%

APPENDIX 6

ADULTS AND HEALTH

REVENUE BUDGET 2021/22

Net Expenditure 2020/21	Gross Expenditure 2021/22	Sales, Fees and Charges 2021/22	Other Income 2021/22	Specific Government Grants 2021/22	Net Expenditure 2021/22	Net Expenditure Change from 2020/21
£000	£000	£000	£000	£000	£000	%
Other Responsibilities						
	Independent Mental Capacity					
1,320	1,461	0	0	-158	1,303	-1.3%
100	100	0	0	0	100	0.0%
2,341	2,704	0	-350	0	2,354	0.6%
795	1,296	0	-223	-210	863	8.6%
2,201	4,072	0	-883	-532	2,657	20.7%
297	451	-157	0	0	294	-1.0%
0	441	0	0	-441	0	N/A
1,336	1,342	0	-1	0	1,341	0.4%
8,390	11,867	-157	-1,457	-1,341	8,912	6.2%
Public Health						
0	3,561	0	0	-3,561	0	N/A
	Health Intelligence, Economic Evaluation					
0	39	0	0	-39	0	N/A
0	110	0	0	-110	0	N/A
0	4,989	0	0	-4,989	0	N/A
0	3,908	0	0	-3,908	0	N/A
0	1,755	0	-245	-1,510	0	N/A
0	6,165	-14	-104	-6,047	0	N/A
0	316	0	0	-316	0	N/A
0	20,843	-14	-349	-20,480	0	N/A
209,423	396,311	-63,134	-78,219	-44,967	209,991	0.3%

APPENDIX 6

ADULTS AND HEALTH

CHANGE IN SPENDING

As analysed in the table below, the increase in spending is £0.568m or 0.3%

	£000	£000	%
Allowance for Pay and Price Increases			
Pay and price rise allowance		237	0.1
Committed and Service Changes			
Rising trend in means-tested customer contributions towards social care	-1,000		
Adults demand pressure	6,051		
National Living Wage	2,600		
Increase in application of the Adult Social Care Support Grant 2018/19 reserve	1,018		
Actuarial review of employer pension contributions	<u>-300</u>		
		8,369	4.0
Balancing the Budget			
As detailed in Appendix 3		-7,976	-3.8
Transfers between Portfolios			
Net cross portfolio transfers		<u>-62</u>	0.0
TOTAL CHANGE IN SPENDING		<u>568</u>	<u>0.3</u>

APPENDIX 6

CHILDREN AND YOUNG PEOPLE

REVENUE BUDGET 2021/22

Net Expenditure 2020/21	Gross Expenditure 2021/22	Sales, Fees and Charges 2021/22	Other Income 2021/22	Specific Government Grants 2021/22	Net Expenditure 2021/22	Net Expenditure Change from 2020/21
£000	£000	£000	£000	£000	£000	%
<u>Local Authority Funding</u>						
Services for Children with Disabilities						
6,201	In House Residential & Fostercare	7,018	0	0	0	13.2%
	Externally Commissioned Residential & Fostercare					
7,055		6,001	0	-466	0	-21.5%
2,073	Disability Short Breaks	2,065	0	0	0	-0.4%
3,883	Direct Payments	4,095	0	-337	0	-3.2%
795	Client Expenditure	870	0	-122	0	-5.9%
Services for Children without Disabilities						
8,488	In House Residential & Fostercare	8,893	0	0	0	4.8%
	Externally Commissioned Residential & Fostercare					
21,653		29,151	0	-60	0	34.4%
4,948	Adoption & Special Guardianship	7,343	0	-81	-1,830	9.8%
1,331	Client Expenditure	1,331	0	0	0	0.0%
1,086	Supervised Contact	1,070	0	0	0	-1.5%
Services for Asylum Seekers						
494	In House Residential & Fostercare	294	0	0	0	-40.5%
	Externally Commissioned Residential & Fostercare					
2,912		3,449	0	0	0	18.4%
267	Client Expenditure	287	0	0	0	7.5%
415	Asylum Staffing	421	0	0	0	1.4%
-3,658	Asylum Grant	0	0	0	-4,458	21.9%
Social Care Activities (including Children's Improvement Programme)						
49,100		46,396	0	-129	-100	-6.0%
Services for Care Leavers						
4,921	Care Leavers Accommodation & Support	5,443	0	0	-359	3.3%
1,222	Care Leavers Staffing	1,344	0	0	-108	1.1%

APPENDIX 6

CHILDREN AND YOUNG PEOPLE

REVENUE BUDGET 2021/22

Net Expenditure 2020/21	Gross Expenditure 2021/22	Sales, Fees and Charges 2021/22	Other Income 2021/22	Specific Government Grants 2021/22	Net Expenditure 2021/22	Net Expenditure Change from 2020/21
£000	£000	£000	£000	£000	£000	%
1,935 Children's Safeguarding	2,022	0	-127	0	1,895	-2.1%
754 Youth Offending Service	1,543	0	-226	-563	754	0.0%
Child and Adolescent Mental Health Services						
1,284 Services	2,086	0	-801	0	1,285	0.1%
Early Help & Prevention						
2,114 Early Help Other	2,477	-65	-706	0	1,706	-19.3%
7,159 Early Help Hubs	9,433	0	-6	-2,986	6,441	-10.0%
0 Healthy Child Programme	11,026	0	0	-11,026	0	N/A
2,071 Intentionally Homeless	2,681	0	-600	0	2,081	0.5%
916 Domestic Abuse Services	1,273	0	-80	-300	893	-2.5%
152 Young Carers	469	0	-286	-28	155	2.0%
129,571 Local Authority Funding	158,481	-65	-4,027	-21,758	132,631	2.4%
Dedicated Schools Grant Funding						
DSG Early Years						
4,617 2 year old entitlement	4,582	0	0	0	4,582	-0.8%
41,869 3 & 4 year old entitlement	42,119	0	0	0	42,119	0.6%
1,144 Early Years Central Expenditure	1,154	0	0	0	1,154	0.9%
Other DSG						
673 Early Help	1,123	0	0	0	1,123	66.9%
821 Children's Social Care	621	0	0	0	621	-24.4%
-49,124 Dedicated Schools Grant	0	0	0	-49,599	-49,599	1.0%
0 Dedicated Schools Grant and Other Schools Funding	49,599	0	0	-49,599	0	N/A
129,571 PORTFOLIO TOTAL	208,080	-65	-4,027	-71,357	132,631	2.4%

APPENDIX 6

CHILDREN AND YOUNG PEOPLE

CHANGE IN SPENDING

As analysed in the table below, the increase in spending is £3.06m or 2.4%

	£000	£000	%
Allowance for Pay and Price Increases			
Pay and price rise allowance		351	0.3
Committed and Service Changes			
Children's Improvement Fund - reversal of prior year one-off funding	-6,873		
Children's Residential Review - reversal of prior year one-off funding	-1,800		
Actuarial review of employer pension contributions	-434		
Increased demand for Children Looked After placements	9,775		
Extending temporary element of Improvement Fund	2,880		
Increased staffing pressure due to Children Looked After demand	250		
Children First Governance Team	235		
Increased Local Authority share of combined services budgets	703		
National House Project	250		
Fostering Allowances and Support	1,300		
		6,286	4.9
Balancing the Budget			
As detailed in Appendix 3		-3,906	-3.0
Transfers between Portfolios			
Net cross portfolio transfers		329	0.3
TOTAL CHANGE IN SPENDING		3,060	2.4

APPENDIX 6

ECONOMY AND CORPORATE RESOURCES

REVENUE BUDGET 2021/22

Net Expenditure 2020/21	Gross Expenditure 2021/22	Sales, Fees and Charges 2021/22	Other Income 2021/22	Specific Government Grants 2021/22	Net Expenditure 2021/22	Net Expenditure Change from 2020/21
£000	£000	£000	£000	£000	£000	%
Commercial Services						
22,199	20,381	-535	0	0	19,846	-10.6%
Support Services						
2,163	2,254	0	0	0	2,254	4.2%
7,621	8,132	-243	-175	0	7,714	1.2%
4	188	-99	-20	0	69	1,625.0%
6,412	6,414	-103	-107	0	6,204	-3.2%
0	742	0	0	0	742	N/A
2,542	0	0	0	0	0	-100.0%
5,935	6,344	-489	-105	0	5,750	-3.1%
1,270	1,283	0	-122	0	1,161	-8.6%
26	1,026	0	0	0	1,026	3,846.2%
1,434	1,434	0	0	0	1,434	0.0%
1,519	1,377	-58	0	0	1,319	-13.2%
56	1,563	0	-5	0	1,558	2,682.1%
0	0	0	0	-1,210	-1,210	N/A
28,982	30,757	-992	-534	-1,210	28,021	-3.3%
Economy						
318	714	0	-441	0	273	-14.2%
306	333	-28	0	0	305	-0.3%
215	164	0	0	0	164	-23.7%
782	801	0	-132	0	669	-14.5%
3	0	0	0	0	0	-100.0%
1,624	2,012	-28	-573	0	1,411	-13.1%
52,805	53,150	-1,555	-1,107	-1,210	49,278	-6.7%

APPENDIX 6

ECONOMY AND CORPORATE RESOURCES

CHANGE IN SPENDING

As analysed in the table below, the decrease in spending is £3.527m or 6.7%

	£000	£000	%
Allowance for Pay and Price Increases			
Pay and price rise allowance		694	1.3
Committed and Service Changes			
Actuarial review of employer pension contributions	-156		
Reversal of prior year Transformation Portfolio Office funding from capital receipts	742		
Reversal of prior year Customer Experience transformation costs funding from capital receipts	1,419		
County Council Election costs	200		
Enhanced maintenance to inspected services	100		
Independent Visitor Scheme	100		
2020/21 undeliverable saving relating to the redesign of business processes	2,400		
Increase in application of the Elections Reserve	800		
Net reduction in application of the Strategic Economic Plan Reserve	-14		
Net reduction in application of the Service Transformation Fund	<u>-4,942</u>		
		649	1.2
Balancing the Budget			
As detailed in Appendix 3		-3,371	-6.4
Transfers between Portfolios			
Net cross portfolio transfers		<u>-1,499</u>	<u>-2.8</u>
TOTAL CHANGE IN SPENDING		<u>-3,527</u>	<u>-6.7</u>

APPENDIX 6

EDUCATION AND SKILLS

REVENUE BUDGET 2021/22

Net Expenditure 2020/21	Gross Expenditure 2021/22	Sales, Fees and Charges 2021/22	Other Income 2021/22	Specific Government Grants 2021/22	Net Expenditure 2021/22	Net Expenditure Change from 2020/21
£000	£000	£000	£000	£000	£000	%
<u>Local Authority Funding</u>						
School Budgets						
0	15,657	0	0	-15,657	0	N/A
Education and Skills Service						
294	128	0	-16	0	112	-61.9%
994	1,140	0	-21	0	1,119	12.6%
-167	743	0	-212	-852	-321	92.2%
3,173	4,216	0	-585	0	3,631	14.4%
278	357	0	-68	0	289	4.0%
School Transport						
369	369	0	0	0	369	0.0%
3,506	3,896	-125	-25	0	3,746	6.8%
13,477	14,243	0	-125	-483	13,635	1.2%
181	286	-104	0	0	182	0.6%
315	321	0	-1	0	320	1.6%
Support to Schools						
-37	7,368	-152	-152	-7,100	-36	-2.7%
1,374	7,444	0	-1,292	-4,532	1,620	17.9%
0	1,257	0	0	-1,257	0	N/A
1,189	1,277	0	0	-95	1,182	-0.6%
Other						
-39	3,081	-64	0	-3,058	-41	5.1%
-1,611	-1,521	0	0	0	-1,521	-5.6%
23,296	60,262	-445	-2,497	-33,034	24,286	4.2%

APPENDIX 6

EDUCATION AND SKILLS

REVENUE BUDGET 2021/22

Net Expenditure 2020/21	Gross Expenditure 2021/22	Sales, Fees and Charges 2021/22	Other Income 2021/22	Specific Government Grants 2021/22	Net Expenditure 2021/22	Net Expenditure Change from 2020/21
£000	£000	£000	£000	£000	£000	%
<u>Dedicated Schools Grant Funding</u>						
School Budgets						
491,541	Mainstream Schools	550,972	0	0	-12,649	538,323 9.5%
39,602	Special Schools & APC	41,964	0	0	0	41,964 6.0%
Education and Skills						
990	Director of Education	1,094	0	0	0	1,094 10.5%
404	Skills & Commercial Services	414	0	0	0	414 2.5%
1,309	School Effectiveness	1,208	0	0	0	1,208 -7.7%
2,481	Inclusion & SEND	2,924	-18	-67	0	2,839 14.4%
1,727	Compliance & Pupil Entitlement	2,012	0	-114	0	1,898 9.9%
454	School Organisation & Resources	474	0	0	0	474 4.4%
Special Educational Needs						
22,223	Independent & Non-Maintained Schools	32,547	0	0	0	32,547 46.5%
1,168	Other Local Authority Schools	1,196	0	0	0	1,196 2.4%
5,316	Post-16 Placements	5,963	0	0	0	5,963 12.2%
6,794	Alternative Provision	7,073	0	-279	0	6,794 0.0%
2,674	Specialist Support	3,955	0	0	0	3,955 47.9%
Support to Schools						
691	Collaborative Inclusion & Improvement	687	0	0	0	687 -0.6%
2,900	Growth Fund	2,000	0	0	0	2,000 -31.0%
648	Transport (Alternative Provision)	648	0	0	0	648 0.0%
63	School Catering	63	0	0	0	63 0.0%
940	School Redundancies & Pensions	934	0	0	0	934 -0.6%
782	Other Support to Schools	836	0	0	0	836 6.9%
Other						
1,613	Overheads & Recharges	2,831	0	0	0	2,831 75.5%
0	Transfer from DSG Reserves	-5,777	0	0	0	-5,777 N/A
Government Grant						
-586,801	Dedicated Schools Grant	0	0	0	-643,372	-643,372 9.6%
-2,481	Dedicated Schools Grant	654,018	-18	-460	-656,021	-2,481 0.0%
20,815	PORTFOLIO TOTAL	714,280	-463	-2,957	-689,055	21,805 4.8%

APPENDIX 6

EDUCATION AND SKILLS

CHANGE IN SPENDING

As analysed in the table below, the increase in spending is £0.99m or 4.8%

	£000	£000	%
Allowance for Pay and Price Increases			
Pay and price rise allowance		216	1.0
Committed and Service Changes			
Home to School Transport pressures	800		
Crawley Schools PFI	200		
Increased Local Authority share of combined services budgets	127		
Special Educational Needs Assessment Team	350		
Educational Psychology Service	62		
Commercial Services	110		
Post-16 Service	72		
Small schools project	-184		
Adult Education management fee	-60		
Actuarial review of employer pension contributions	-38		
	<hr/>	1,439	6.9
Balancing the Budget			
As detailed in Appendix 3		-781	-3.8
Funding from Central Government			
Expenditure:			
Directly allocated to mainstream schools	29,209		
Special educational needs	15,183		
Other minor variations	-67		
Financed by:			
Dedicated Schools Grant (DSG)	-56,571		
Transfer from DSG Reserves	-5,777		
16-19 Sixth Form Grant	610		
Teachers Pay Grant	4,344		
Teachers Pensions Grant	12,403		
PE & Sports Grant	70		
Pupil Premium Grant	231		
Universal Free School Meals	263		
European Structural and Investment Fund	168		
Extended Rights to Free Travel	-66		
Higher Education Funding Council for England	25		
School Improvement Monitoring & Brokerage Grant	-25		
	<hr/>	0	0.0
Transfers between Portfolios			
Net cross portfolio transfers		116	0.6
TOTAL CHANGE IN SPENDING		<hr/> 990 <hr/>	4.8

APPENDIX 6

ENVIRONMENT

REVENUE BUDGET 2021/22

Net Expenditure 2020/21		Gross Expenditure 2021/22	Sales, Fees and Charges 2021/22	Other Income 2021/22	Specific Government Grants 2021/22	Net Expenditure 2021/22	Net Expenditure Change from 2020/21
£000		£000	£000	£000	£000	£000	%
	Environment and Public Protection						
2,204	Energy and Sustainability	5,012	-1,717	-296	0	2,999	36.1%
18,179	Waste Recycling	23,103	-1,934	-725	-2,124	18,320	0.8%
36,619	Waste Disposal	38,365	-250	-11	0	38,104	4.1%
1,059	Waste Strategy and Support	1,004	0	0	0	1,004	-5.2%
1,315	Trading Standards	1,361	-34	-11	0	1,316	0.1%
59,376		68,845	-3,935	-1,043	-2,124	61,743	4.0%
	Other Responsibilities						
	Countryside Services (Including Public						
1,433	Rights of Way)	1,486	-41	-16	0	1,429	-0.3%
-431	Planning Services	2,770	-2,667	-1,146	0	-1,043	142.0%
60,378	PORTFOLIO TOTAL	73,101	-6,643	-2,205	-2,124	62,129	2.9%

APPENDIX 6

ENVIRONMENT

CHANGE IN SPENDING

As analysed in the table below, the increase in spending is £1.751m or 2.9%

	£000	£000	%
Allowance for Pay and Price Increases			
Pay and price rise allowance		786	1.3
Committed and Service Changes			
Reduction in market rates for generated energy	1,000		
Increase in Waste Mechanical and Biological Treatment facility insurance premium	400		
Actuarial review of employer pension contributions	-43		
Net increase in application of Waste Management Material Resource Management Contract (MRMC) reserve	<u>550</u>		
		1,907	3.2
Balancing the Budget			
As detailed in Appendix 3		-540	-0.9
Transfers between Portfolios			
Net cross portfolio transfers		<u>-402</u>	<u>-0.7</u>
TOTAL CHANGE IN SPENDING		<u>1,751</u>	<u>2.9</u>

APPENDIX 6

FINANCE

REVENUE BUDGET 2021/22

Net Expenditure 2020/21	£000	Gross Expenditure 2021/22	£000	Sales, Fees and Charges 2021/22	£000	Other Income 2021/22	£000	Specific Government Grants 2021/22	£000	Net Expenditure 2021/22	£000	Net Expenditure Change from 2020/21	%
Finance													
3,533	Finance	5,931		-573		-350		0		5,008		41.7%	
595	Internal Audit	595		0		0		0		595		0.0%	
	Strategic Procurement and Contract												
1,388	Management	1,803		-218		0		0		1,585		14.2%	
1,171	Intelligence and Performance	1,233		0		0		0		1,233		5.3%	
1,737	Levies and Precepts	1,974		0		0		-148		1,826		5.1%	
331	Fees and Other Payments	380		0		-49		0		331		0.0%	
40	Council Tax Hardship Fund	40		0		0		0		40		0.0%	
170	Insurance	158		0		0		0		158		-7.1%	
8,965		12,114		-791		-399		-148		10,776		20.2%	
Asset & Capital Programme													
4,927	Capital and Infrastructure (Property)	10,433		-3,755		-1,613		0		5,065		2.8%	
13,892	PORTFOLIO TOTAL	22,547		-4,546		-2,012		-148		15,841		14.0%	

APPENDIX 6

FINANCE

CHANGE IN SPENDING

As analysed in the table below, the increase in spending is £1.949m or 14%

	£000	£000	%
Allowance for Pay and Price Increases			
Pay and price rise allowance		24	0.2
Committed and Service Changes			
Actuarial review of employer pension contributions	-73		
Undeliverable income on commercial properties	275		
Littlehampton Harbour Board	62		
Net reduction in application of the Infrastructure Works Feasibility Reserve	<u>-8</u>		
		256	1.8
Balancing the Budget			
As detailed in Appendix 3		-203	-1.5
Transfers between Portfolios			
Net cross portfolio transfers		<u>1,872</u>	13.5
TOTAL CHANGE IN SPENDING		<u>1,949</u>	<u>14.0</u>

APPENDIX 6

FIRE & RESCUE AND COMMUNITIES

REVENUE BUDGET 2021/22

Net Expenditure 2020/21	Gross Expenditure 2021/22	Sales, Fees and Charges 2021/22	Other Income 2021/22	Specific Government Grants 2021/22	Net Expenditure 2021/22	Net Expenditure Change from 2020/21
£000	£000	£000	£000	£000	£000	%
Fire & Rescue						
	Strategic Leadership, Assurance and Governance					
2,187	4,213	-298	0	-1,727	2,188	0.0%
2,751	3,741	-14	0	-413	3,314	20.5%
1,874	2,334	0	0	0	2,334	24.5%
841	1,228	0	0	0	1,228	46.0%
778	1,626	0	0	-477	1,149	47.7%
383	383	0	0	0	383	0.0%
17,193	17,576	0	0	-59	17,517	1.9%
863	920	0	0	0	920	6.6%
26,870	32,021	-312	0	-2,676	29,033	8.0%
Information and Regulatory Services						
6,997	7,811	-565	-66	-105	7,075	1.1%
768	821	-49	0	0	772	0.5%
-815	1,357	-2,199	-134	0	-976	19.8%
6,950	9,989	-2,813	-200	-105	6,871	-1.1%
Communities						
1,520	2,217	0	-57	-250	1,910	25.7%
175	881	-380	-350	0	151	-13.7%
141	0	0	0	0	0	-100.0%
76	77	0	0	0	77	1.3%
1,912	3,175	-380	-407	-250	2,138	11.8%
35,732	45,185	-3,505	-607	-3,031	38,042	6.5%

APPENDIX 6

FIRE & RESCUE AND COMMUNITIES

CHANGE IN SPENDING

As analysed in the table below, the increase in spending is £2.31m or 6.5%

	£000	£000	%
Allowance for Pay and Price Increases			
Pay and price rise allowance		181	0.5
Committed and Service Changes			
Actuarial review of employer pension contributions	-91		
Fire & Rescue - reversal of prior year one off funding	-100		
Reversal of prior year Fire & Rescue transformation costs funding from capital receipts	1,200		
Fire Improvement Plan - Phase one	500		
Fire Improvement Plan - full year effect of phase two	100		
Worthing Community Hubs project	150		
Increased income from the Registration Service	-25		
		1,734	4.9
Balancing the Budget			
As detailed in Appendix 3		-438	-1.2
Transfers between Portfolios			
Net cross portfolio transfers		833	2.3
TOTAL CHANGE IN SPENDING		2,310	6.5

APPENDIX 6

HIGHWAYS AND INFRASTRUCTURE

REVENUE BUDGET 2021/22

Net Expenditure 2020/21	Gross Expenditure 2021/22	Sales, Fees and Charges 2021/22	Other Income 2021/22	Specific Government Grants 2021/22	Net Expenditure 2021/22	Net Expenditure Change from 2020/21
£000	£000	£000	£000	£000	£000	%
Highways Service						
2,893	4,811	-1,560	-250	0	3,001	3.7%
9,768	10,066	0	0	-66	10,000	2.4%
0	1,500	0	0	0	1,500	N/A
0	1,757	-1,757	0	0	0	N/A
8,913	15,536	0	-139	-6,069	9,328	4.7%
21,574	33,670	-3,317	-389	-6,135	23,829	10.5%
Transport and Countryside						
10,966	11,804	0	-1,514	-19	10,271	-6.3%
1,214	2,316	0	-740	-355	1,221	0.6%
1,120	2,383	-439	-559	-112	1,273	13.7%
0	2,520	-2,420	-100	0	0	N/A
0	4,619	-4,558	-61	0	0	N/A
13,300	23,642	-7,417	-2,974	-486	12,765	-4.0%
Other Responsibilities						
-89	73	0	-90	0	-17	-80.9%
616	0	0	0	0	0	-100.0%
527	73	0	-90	0	-17	-103.2%
35,401	57,385	-10,734	-3,453	-6,621	36,577	3.3%

APPENDIX 6

HIGHWAYS AND INFRASTRUCTURE

CHANGE IN SPENDING

As analysed in the table below, the increase in spending is £1.176m or 3.3%

	£000	£000	%
Allowance for Pay and Price Increases			
Pay and price rise allowance		1,016	2.9
Committed and Service Changes			
Ash Dieback action plan	1,500		
Removal of one-off increase to 2020/21 highway maintenance budget	-178		
Actuarial review of employer pension contributions	-58		
Net increase in application of the Street Lighting PFI reserve	206		
Net increase in application of the Highways Commuted Sums reserve	24		
		1,494	4.2
Balancing the Budget			
As detailed in Appendix 3		-1,297	-3.7
Transfers between Portfolios			
Net cross portfolio transfers		-37	-0.1
TOTAL CHANGE IN SPENDING		1,176	3.3

APPENDIX 6

LEADER

CHANGE IN SPENDING

As analysed in the table below, the overall change in spending is nil

	£000	£000	%
Allowance for Pay and Price Increases			
Pay and price rise allowance		4	0.3
Committed and Service Changes			
Actuarial review of employer pension contributions		-9	-0.6
Balancing the Budget			
As detailed in Appendix 3		-1	-0.1
Transfers between Portfolios			
Net cross portfolio transfers		6	0.4
TOTAL CHANGE IN SPENDING		0	0.0

APPENDIX 7

FEES AND CHARGES

Section 3 of the Localism Act 2011 and Section 93 of the Local Government Act sets out the general legal framework regarding charging for services, albeit that various other specific legal provisions and local policy objectives may also influence or dictate the level of fees or income to be generated.

Statutory Fees and Charges are charging structures set by relevant national bodies, usually with regulatory responsibility for the service which must be adhered to.

The proposed **Discretionary Fees and Charges** for 2021/22 are detailed in the document below. Discretionary fees and charges generally fall into the following broad categories:

- **Cost Recovery** - a fee or charge levied to ensure the cost of the service provided is fully recovered,
- **Subsidised** - where the County Council has decided to subsidise a service when setting the related fees and charges.

Generally, the County Council increases its fees and charges by the published September Retail Price Index (RPI) rate. This is in-line with the County Council's policy to budget for cost inflation. The **RPI rate as at September 2020 increased by 1.1%**. All changes will be implemented from 1st April 2021, unless otherwise stated.

A full list of the West Sussex Fees and Charges for 2021/22 will be published separately on our website.

Adult's Services Fees and Charges

Service	Fee or Charge	Per what?	2020/21 Fee or Charge ex VAT (£)	VAT Type	2020/21 Fee or Charge (inc VAT where applicable) (£)	Proposed 2021/22 Fee or Charge ex VAT (£)	Proposed 2021/22 Fee or Charge (inc VAT where applicable) (£)	% Increase 2021/22	Type of Charge
Adult Services	Meeting space letting (1)	Small room/Hour	8.29	Exempt (0%)	8.29	8.38	8.38	1.1%	Cost Recovery
Adult Services	Meeting space letting (1)	Medium room/Hour	10.99	Exempt (0%)	10.99	11.11	11.11	1.1%	Cost Recovery
Adult Services	Meeting space letting (1)	Large room/Hour	13.91	Exempt (0%)	13.91	14.06	14.06	1.1%	Cost Recovery
Adult Services	Care Act 2014: support brokerage	One off discretionary fee	176.39	Non-business (0%)	176.39	178.33	178.33	1.1%	Cost Recovery
Adult Services	Care Act 2014: support brokerage	Review request	176.39	Non-business (0%)	176.39	178.33	178.33	1.1%	Cost Recovery
Adult Services	Care Act 2014: support brokerage	Weekly admin fee	5.66	Non-business (0%)	5.66	5.72	5.72	1.1%	Cost Recovery
Adult Services	Care Act 2014: deferred payment agreements	Set-up one-off fee	559.41	Non-business (0%)	559.41	565.56	565.56	1.1%	Cost Recovery
Adult Services	Care Act 2014: deferred payment agreements	One-off fee	282.45	Non-business (0%)	282.45	285.56	285.56	1.1%	Cost Recovery
Adult Services	Care Act 2014: deferred payment agreements	Weekly admin fee	8.08	Non-business (0%)	8.08	8.17	8.17	1.1%	Cost Recovery
Adult Services	Transport to Day Services (2)	Return trip per day	6.04	Non-business (0%)	6.04	6.11	6.11	1.1%	Subsidised

1) Meeting Space Letting: the full charge only applies when the use of the room is unrelated to Adult Services. If use is mixed including Adults' services, then the charge is set at 50%

2) This charge forms part of a social care customer's personal budget if using an in-house day service. This does not generate any income to the County Council

APPENDIX 7

Children's Fees and Charges

Service	Fee or Charge	Per what?	2020/21 Fee or Charge ex VAT (£)	VAT Type	2020/21 Fee or Charge (inc VAT where applicable) (£)	Proposed 2021/22 Fee or Charge ex VAT (£)	Proposed 2021/22 Fee or Charge (inc VAT where applicable) (£)	% Increase 2021/22	Type of Charge
Early years providers - Training course fee	Early Years Training - Webinar (1-2 hours)	Training attendee		Exempt (0%)		15.00	15.00	New	Cost Recovery
Early years providers - Training course fee	Early Years Training - Webinar or Face to Face Half day	Training attendee		Exempt (0%)		25.00	25.00	New	Cost Recovery
Early years providers - Training course fee	Early Years Training - Webinar or Face to Face Full Day	Training attendee		Exempt (0%)		50.00	50.00	New	Cost Recovery
Early years providers - Training course fee	Early Years Training - Online course log in	Training attendee		Exempt (0%)		10.00	10.00	New	Cost Recovery
Early years providers - Training course fee	Early Years Training - Conference Face to Face	Training attendee		Exempt (0%)		75.00	75.00	New	Cost Recovery
Early years providers - Training course fee	Early Years Training - Paediatric First Aid full 12 hour course	Training attendee		Exempt (0%)		60.00	60.00	New	Cost Recovery

Legal Services Fees and Charges

Service	Fee or Charge	Per what?	2020/21 Fee or Charge ex VAT (£)	VAT Type	2020/21 Fee or Charge (inc VAT where applicable) (£)	Proposed 2021/22 Fee or Charge ex VAT (£)	Proposed 2021/22 Fee or Charge (inc VAT where applicable) (£)	% Increase 2021/22	Type of Charge
Legal	Fee to copy a Common Land or Town or Village Green register entry	Copy	23.55	Non-business (0%)	23.55	23.81	23.81	1.1%	Cost Recovery
Legal	Fee for the supply of a definitive map/statement extract	Copy	11.26	Non-business (0%)	11.26	11.38	11.38	1.1%	Cost Recovery
Legal	Fee for copy orders/agreements	Copy	6.15	Non-business (0%)	6.15	6.22	6.22	1.1%	Cost Recovery
Legal	Fee for other copying - in accordance with the Record Office's current scale of charges	Copy	1.03	Non-business (0%)	1.03	1.04	1.04	1.0%	Cost Recovery
Legal	Fee to process a Highways or CROW Act landowner deposit	Deposit	402.43	Non-business (0%)	402.43	406.90	406.90	1.1%	Cost Recovery
Legal	Fee to process a corrective application made under the Commons Act 2006	Course	846.85	Non-business (0%)	846.85	856.17	856.17	1.1%	Cost Recovery
Legal	Legal agreements linked to S106 contributions	Hour	196.61	Non-business (0%)	196.61	198.77	198.77	1.1%	Cost Recovery
Legal	Highway agreement works	Hour		Non-business (0%)		198.77	198.77	New	Cost Recovery
Legal	West Sussex transit site plot rental (nine plots)	Week	77.00	Non-business (0%)	77.00	77.00	77.00	0.0%	Subsidised

APPENDIX 7

Property Services Fees and Charges

Service	Fee or Charge	Per what?	2020/21 Fee or Charge ex VAT (£)	VAT Type	2020/21 Fee or Charge (inc VAT where applicable) (£)	Proposed 2021/22 Fee or Charge ex VAT (£)	Proposed 2021/22 Fee or Charge (inc VAT where applicable) (£)	% Increase 2021/22	Type of Charge
Facilities Management	Schools SLA's (Building Services and Engineering Support) - Nursery	SLA	1,387.00	Non-business (0%)	1,387.00	1,402.50	1,402.50	1.1%	Cost Recovery
Facilities Management	Schools SLA's (Building Services and Engineering Support) - Nursery Number On Roll	SLA	4.00	Non-business (0%)	4.00	4.05	4.05	1.3%	Cost Recovery
Facilities Management	Schools SLA's (Building Services and Engineering Support) - Primary	SLA	1,387.00	Non-business (0%)	1,387.00	1,402.50	1,402.50	1.1%	Cost Recovery
Facilities Management	Schools SLA's (Building Services and Engineering Support)- Primary Number On Roll	SLA	4.00	Non-business (0%)	4.00	4.05	4.05	1.3%	Cost Recovery
Facilities Management	Schools SLA's (Building Services and Engineering Support) - Primary Academy	SLA	1,387.00	Standard	1,664.40	1,402.50	1,683.00	1.1%	Cost Recovery
Facilities Management	Schools SLA's (Building Services and Engineering Support) - Primary Academy Number On Roll	SLA	4.00	Standard	4.80	4.05	4.86	1.3%	Cost Recovery
Facilities Management	Schools SLA's (Building Services and Engineering Support) - Secondary	SLA	1,819.00	Non-business (0%)	1,819.00	1,839.00	1,839.00	1.1%	Cost Recovery
Facilities Management	Schools SLA's (Building Services and Engineering Support) - Secondary Number on Roll	SLA	3.10	Non-business (0%)	3.10	3.15	3.15	1.6%	Cost Recovery
Facilities Management	Schools SLA's (Building Services and Engineering Support)- Secondary Academy	SLA	1,819.00	Standard	2,182.80	1,839.00	2,206.80	1.1%	Cost Recovery
Facilities Management	Schools SLA's (Building Services and Engineering Support) - Secondary Academy Number on Roll	SLA	3.10	Standard	3.72	3.15	3.78	1.6%	Cost Recovery
Facilities Management	Schools SLA's (Building Services and Engineering Support) - Special Schools	SLA	1,512.00	Non-business (0%)	1,512.00	1,529.00	1,529.00	1.1%	Cost Recovery
Facilities Management	Schools SLA's (Building Services and Engineering Support) - Special Schools Number on Roll	SLA	3.40	Non-business (0%)	3.40	3.45	3.45	1.5%	Cost Recovery
Facilities Management	Schools SLA's (Building Services and Engineering Support)- Alternative Provision	SLA	1,639.00	Non-business (0%)	1,639.00	1,657.50	1,657.50	1.1%	Cost Recovery
Facilities Management	Schools SLA's (Caretaking and Premises Support) - Nursery	SLA	580.80	Non-business (0%)	580.80	587.50	587.50	1.2%	Cost Recovery
Facilities Management	Schools SLA's (Caretaking and Premises Support) - Primary	SLA	580.80	Non-business (0%)	580.80	587.50	587.50	1.2%	Cost Recovery
Facilities Management	Schools SLA's (Caretaking and Premises Support) - Primary Academy	SLA	580.80	Standard	696.96	587.50	705.00	1.2%	Cost Recovery
Facilities Management	Schools SLA's (Caretaking and Premises Support) - Secondary	SLA	1,047.00	Non-business (0%)	1,047.00	1,059.00	1,059.00	1.1%	Cost Recovery
Facilities Management	Schools SLA's (Caretaking and Premises Support) - Secondary Academy	SLA	1,047.00	Standard	1,256.40	1,059.00	1,270.80	1.1%	Cost Recovery
Facilities Management	Schools SLA's (Caretaking and Premises Support) - Special Schools	SLA	618.70	Non-business (0%)	618.70	626.00	626.00	1.2%	Cost Recovery

APPENDIX 7

Service	Fee or Charge	Per what?	2020/21 Fee or Charge ex VAT (£)	VAT Type	2020/21 Fee or Charge (inc VAT where applicable) (£)	Proposed 2021/22 Fee or Charge ex VAT (£)	Proposed 2021/22 Fee or Charge (inc VAT where applicable) (£)	% Increase 2021/22	Type of Charge
Facilities Management	Schools SLA's (Caretaking and Premises Support) - Alternative Provision	SLA	618.70	Non-business (0%)	618.70	626.00	626.00	1.2%	Cost Recovery
Facilities Management	Schools SLA's (Grounds Maintenance Support) - Nursery	SLA	339.00	Non-business (0%)	339.00	342.80	342.80	1.1%	Cost Recovery
Facilities Management	Schools SLA's (Grounds Maintenance Support) - Primary	SLA	339.00	Non-business (0%)	339.00	342.80	342.80	1.1%	Cost Recovery
Facilities Management	Schools SLA's (Grounds Maintenance Support) - Primary Academy	SLA	339.00	Standard	406.80	342.80	411.36	1.1%	Cost Recovery
Facilities Management	Schools SLA's (Grounds Maintenance Support) - Secondary	SLA	511.00	Non-business (0%)	511.00	516.80	516.80	1.1%	Cost Recovery
Facilities Management	Schools SLA's (Grounds Maintenance Support) - Secondary Academy	SLA	511.00	Standard	613.20	516.80	620.16	1.1%	Cost Recovery
Facilities Management	Schools SLA's (Grounds Maintenance Support) - Special Schools	SLA	428.20	Non-business (0%)	428.20	433.00	433.00	1.1%	Cost Recovery
Facilities Management	Schools SLA's (Grounds Maintenance Support) - Alternative Provision	SLA	428.20	Non-business (0%)	428.20	433.00	433.00	1.1%	Cost Recovery
Facilities Management	Schools SLA's (Grounds Maintenance Support) Additional Play Area Inspection - Nursery, Primary, Secondary, Special School & Alternative Provision	SLA		Non-business (0%)		80.00	80.00	New	Cost Recovery
Facilities Management	Schools SLA's (Grounds Maintenance Support) Additional Play Area Inspection - Primary & Secondary Academy	SLA		Standard		80.00	96.00	New	Cost Recovery
Facilities Management	Schools SLA's (Contract Services Team) Supplies-Nursery	SLA	428.20	Non-business (0%)	428.20	433.00	433.00	1.1%	Cost Recovery
Facilities Management	Schools SLA's (Contract Services Team) Supplies-Primary	SLA	428.20	Non-business (0%)	428.20	433.00	433.00	1.1%	Cost Recovery
Facilities Management	Schools SLA's (Contract Services Team) Supplies-Primary Academy	SLA	428.20	Standard	513.84	433.00	519.60	1.1%	Cost Recovery
Facilities Management	Schools SLA's (Contract Services Team) Supplies-Secondary	SLA	428.20	Non-business (0%)	428.20	433.00	433.00	1.1%	Cost Recovery
Facilities Management	Schools SLA's (Contract Services Team) Supplies-Secondary Academy	SLA	428.20	Standard	513.84	433.00	519.60	1.1%	Cost Recovery
Facilities Management	Schools SLA's (Contract Services Team) Supplies-Special Schools	SLA	428.20	Non-business (0%)	428.20	433.00	433.00	1.1%	Cost Recovery
Facilities Management	Schools SLA's (Contract Services Team) Supplies-Alternative Provision	SLA	428.20	Non-business (0%)	428.20	433.00	433.00	1.1%	Cost Recovery
Facilities Management	Buyback 4 SLA'S Nursery - Building & Surveying, Caretaking, Grounds Maintenance & Contract Services	Four SLA'S		Non-business (0%)		2,515.80	2,515.80	New	Cost Recovery
Facilities Management	Buyback 4 SLA'S Primary - Building & Surveying, Caretaking, Grounds Maintenance & Contract Services	Four SLA'S		Non-business (0%)		2,515.80	2,515.80	New	Cost Recovery

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Service	Fee or Charge	Per what?	2020/21 Fee or Charge ex VAT (£)	VAT Type	2020/21 Fee or Charge (inc VAT where applicable) (£)	Proposed 2021/22 Fee or Charge ex VAT (£)	Proposed 2021/22 Fee or Charge (inc VAT where applicable) (£)	% Increase 2021/22	Type of Charge
Facilities Management	Buyback 4 SLA'S Secondary - Building & Surveying, Caretaking, Grounds Maintenance & Contract Services	Four SLA'S		Non-business (0%)		3,597.80	3,597.80	New	Cost Recovery
Facilities Management	Buyback 4 SLA'S Special Schools - Building & Surveying, Caretaking, Grounds Maintenance & Contract Services	Four SLA'S		Non-business (0%)		2,771.00	2,771.00	New	Cost Recovery
Facilities Management	Buyback 4 SLA'S Primary Academies- Building & Surveying, Caretaking, Grounds Maintenance & Contract Services	Four SLA'S		Standard		2,515.80	3,018.96	New	Cost Recovery
Facilities Management	Buyback 4 SLA'S Secondary Academies- Building & Surveying, Caretaking, Grounds Maintenance & Contract Services	Four SLA'S		Standard		3,597.80	4,317.36	New	Cost Recovery
Facilities Management	Schools Management Project Admin Fee (SMP) - Nursery, Primary, Secondary, Special Schools	Project		Non-business (0%)		100.00	100.00	New	Cost Recovery
Facilities Management	Schools Management Project Admin Fee (SMP) - Primary Academy & Secondary Academy	Project		Standard		100.00	120.00	New	Cost Recovery
Facilities Management	Mid Year Joining Fee - Nursery, Primary, Secondary & Special School	SLA		Non-business (0%)		50.00	50.00	New	Cost Recovery
Facilities Management	Mid Year Joining Fee - Primary Academy & Secondary Academy	SLA		Standard		50.00	60.00	New	Cost Recovery

APPENDIX 7

Education and Skills Fees and Charges

Service	Fee or Charge	Per what?	2020/21 Fee or Charge ex VAT (£)	VAT Type	2020/21 Fee or Charge (inc VAT where applicable) (£)	Proposed 2021/22 Fee or Charge ex VAT (£)	Proposed 2021/22 Fee or Charge (inc VAT where applicable) (£)	% Increase 2021/22	Type of Charge
Education & Skills	SLA With Schools - Governor Services: training and support for school governing bodies	Lump sum based on total pupil numbers: <150 pupils	1,079.00	Exempt (0%)	1,079.00	1,091.00	1,091.00	1.1%	Cost Recovery
Education & Skills	SLA With Schools - Governor Services: training and support for school governing bodies	Lump sum based on total pupil numbers: = >150 <500 pupils	1,186.00	Exempt (0%)	1,186.00	1,199.00	1,199.00	1.1%	Cost Recovery
Education & Skills	SLA With Schools - Governor Services: training and support for school governing bodies	Lump sum based on total pupil numbers: = >500 <850 pupils	1,406.00	Exempt (0%)	1,406.00	1,421.00	1,421.00	1.1%	Cost Recovery
Education & Skills	SLA With Schools - Governor Services: training and support for school governing bodies	Lump sum based on total pupil numbers: =>850 pupils	1,513.00	Exempt (0%)	1,513.00	1,530.00	1,530.00	1.1%	Cost Recovery
Education & Skills	SLA With Schools - Outdoor Education: Charge to academies, FE colleges etc	Pupil	1.43	Exempt (0%)	1.43	1.45	1.45	1.4%	Cost Recovery
Education & Skills	SLA With Schools - Free School Meals	N/A	N/A	Exempt (0%)	N/A	N/A	N/A	1.1%	Cost Recovery
Education & Skills	SLA With Schools - Special School Meals	N/A	N/A	Exempt (0%)	N/A	N/A	N/A	1.1%	Cost Recovery
Education & Skills	Schools Financial Services Sickness Maternity Scheme -Secondary School Teacher	Weighted pupil no.	35.48	Non-business (0%)	35.48	36.00	36.00	1.5%	Cost Recovery
Education & Skills	Schools Financial Services Sickness Maternity Scheme -Primary School Teacher	Weighted pupil no.	39.60	Non-business (0%)	39.60	40.00	40.00	1.0%	Cost Recovery
Education & Skills	Schools Financial Services Sickness Maternity Scheme -Nursery, planned places - Teacher	Weighted pupil no.	93.00	Non-business (0%)	93.00	46.00	46.00	-50.5%	Cost Recovery
Education & Skills	Schools Financial Services Sickness Maternity Scheme -Caretaker / Bursar	Flat rate, pro-rated for hours	253.00	Non-business (0%)	253.00	256.00	256.00	1.2%	Cost Recovery
Education & Skills	Schools Financial Services Sickness Maternity Scheme -Nursery Nurse	Flat rate, pro-rated for hours	202.00	Non-business (0%)	202.00	204.00	204.00	1.0%	Cost Recovery
Education & Skills	Schools Financial Services Sickness Maternity Scheme -Special School Teachers	Weighted pupil no.	250.70	Non-business (0%)	250.70	186.00	186.00	-25.8%	Cost Recovery
Education & Skills	Home to School Transport - Primary school children living within walking distance	Year	245.00	Non-business (0%)	245.00	266.00	266.00	8.6%	Cost Recovery
Education & Skills	Home to School Transport - Primary school children living beyond walking distance	Year	280.00	Non-business (0%)	280.00	308.00	308.00	10.0%	Cost Recovery
Education & Skills	Home to School Transport - Secondary school children living within walking distance	Year	371.00	Non-business (0%)	371.00	406.00	406.00	9.4%	Cost Recovery
Education & Skills	Home to School Transport - Secondary school children living beyond walking distance	Year	420.00	Non-business (0%)	420.00	462.00	462.00	10.0%	Cost Recovery
Education & Skills	Home to School Transport - Post 16 students (concessionary and SEN)	Year	651.00	Non-business (0%)	651.00	658.00	658.00	1.1%	Cost Recovery

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Service	Fee or Charge	Per what?	2020/21 Fee or Charge ex VAT (£)	VAT Type	2020/21 Fee or Charge (inc VAT where applicable) (£)	Proposed 2021/22 Fee or Charge ex VAT (£)	Proposed 2021/22 Fee or Charge (inc VAT where applicable) (£)	% Increase 2021/22	Type of Charge
Education & Skills	SLA with Schools - Education Psychology and behaviour	Full day course	550.00	Non-business (0%)	550.00	550.00	550.00	0.0%	Cost Recovery
Education & Skills	SLA With Schools - Education Psychology and behaviour	Half day course	275.00	Non-business (0%)	275.00	275.00	275.00	0.0%	Cost Recovery
Education & Skills	SLA With Schools - Charges to schools for statutory induction for Newly Qualified Teachers (NQTs)	NQT FTE	309.00	Exempt (0%)	Exempt (0%)	309.00	309.00	0.0%	Cost Recovery
Education & Skills	Charges to Schools for services provided in converting to academy status	School	8,000.00	Exempt (0%)	Exempt (0%)	8,000.00	8,000.00	0.0%	Cost Recovery
Education & Skills	SLA With Schools -Subscriptions: Charges to schools and academies for subscriptions for pupil data analyses to support school improvement planning NCER	Lump sum according to school size plus sum per pupil: Infant	£0.42 per pupil	LA Schools - Outside scope (0%) Academies Standard Rating (20%)	LA Schools £0.42 per pupil Academies £0.50 per pupil	£0.46 per pupil	LA schools - £0.46 per pupil Academies £0.55 per pupil	9.5%	Cost Recovery
Education & Skills	SLA With Schools -Subscriptions: Charges to schools and academies for subscriptions for pupil data analyses to support school improvement planning FFT	Lump sum according to school size plus sum per pupil: Infant	£40 school rate + £0.35 per pupil	LA Schools - Outside scope (0%) Academies Standard Rating (20%)	LA Schools £40 school rate + £0.35 per pupil Academies £48 school rate + £0.42 per pupil	£40 school rate + £0.37 per pupil	LA schools £40 school rate + £0.37 per pupil Academies £48 school rate + £0.44 per pupil	5.7% on per pupil rate	Cost Recovery
Education & Skills	SLA With Schools -Subscriptions: Charges to schools and academies for subscriptions for pupil data analyses to support school improvement planning FFT	Lump sum according to school size plus sum per pupil: Primary	£52 school rate + £0.35 per pupil	LA Schools - Outside scope (0%) Academies Standard Rating (20%)	LA Schools £52 school rate + £0.35 per pupil Academies £52 school rate + £0.42 per pupil	£52 school rate + £0.37 per pupil	LA Schools £52 school rate + £0.37 per pupil Academies £62.40 school rate + £0.44 per pupil	5.7% on per pupil rate	Cost Recovery
Education & Skills	SLA With Schools -Subscriptions: Charges to schools and academies for subscriptions for pupil data analyses to support school improvement planning FFT Academy Admin	Lump sum according to school size plus sum per pupil: Secondary	Various	LA Schools - Outside scope (0%) Academies Standard Rating (20%)	Various	Various	Various	5.7%	Cost Recovery
Education & Skills	SLA With Schools -Subscriptions: Charges to schools and academies for subscriptions for pupil data analyses to support school improvement planning FFT	Lump sum according to school size plus sum per pupil: Secondary	£460 school rate + £0.35 per pupil	LA Schools - Outside scope (0%) Academies Standard Rating (20%)	LA schools £460 school rate + £0.35 per pupil Academies £460 school rate + £0.42 per pupil	£460 school rate + £0.37 per pupil	LA Schools £460 school rate + £0.37 per pupil Academies £552 school rate + £0.44 per pupil	5.7% on per pupil rate	Cost Recovery
Education & Skills	SLA With Schools -Subscriptions: Charges to schools and academies for subscriptions for pupil data analyses to support school improvement planning	Lump sum according to school size plus sum per pupil: Special schools	£2.36 per statemented pupil	LA Schools - Outside scope (0%) Academies Standard Rating (20%)	LA schools £2.36 per statemented pupil Academies £2.83 per statemented pupil	£2.49 per statemented pupil	LA Schools £2.49 per statemented pupil Academies £2.99 per statemented pupil	5.7% on per pupil rate	Cost Recovery
Education & Skills	Range of Ad-hoc services within Education and Skills	Various		Standard		Various	Various	New	Cost Recovery

APPENDIX 7

Planning Fees and Charges

Service	Fee or Charge	Per what?	2020/21 Fee or Charge ex VAT (£)	VAT Type	2020/21 Fee or Charge (inc VAT where applicable) (£)	Proposed 2021/22 Fee or Charge ex VAT (£)	Proposed 2021/22 Fee or Charge (inc VAT where applicable) (£)	% Increase 2021/22	Type of Charge
Implementation	S38 & S278 Highway agreements	Agreement	Various	Non-business (0%)	Various	Various	Various	0%	Cost Recovery
Monitoring and Records	Local land charge fees	Search	20.00	Standard	24.00	22.00	26.40	10%	Cost Recovery
Monitoring and Records	Local land charge search follow-up	Request	Various	Standard	Various	Various	Various	7.8-10.5%	Cost Recovery
Monitoring and Records	Highway boundaries information	Request	Various	Standard	Various	Various	Various	7.8-10.5%	Cost Recovery
Monitoring and Records	S106 agreement enquiries	Hour	45.00	Standard	54.00	50.00	60.00	11%	Cost Recovery
Planning and Transport Policy	Access to traffic modelling	Request	Various	Standard	Various	Various	Various	0%	Cost Recovery
Planning and Transport Policy	Copies of highway scheme plans	Plan	Various	Standard	Various	At cost	At cost	0%	Cost Recovery
Highways Development Management	Pre-application advice fees	Written Response or Meeting/Site Visit & Written Response	Various	Standard	Various	Various	Various	0%	Cost Recovery
Monitoring and Records	Monitoring of S106 contributions	Per Trigger	200.00	Outside scope (0%)	200.00	200.00	200.00	0%	Cost Recovery
Monitoring and Records	Highway boundaries – Bespoke enquiries	Hour		Standard		50.00	60.00	New	Cost Recovery
County Planning	Pre-application advice fees	Meeting or Site Visit and Written Response, or Written Response Only	Various	Standard	Various	Various	Various	11.2-15.0%	Cost Recovery
Environment & Heritage	Historic environment record - searches	Householder search	95.00	Standard	114.00	95.00	114.00	0%	Cost Recovery
Environment & Heritage	Historic environment record - searches	Standard search	158.00	Standard	189.60	158.00	189.60	0%	Cost Recovery
Environment & Heritage	Historic environment record - searches	Priority search	252.00	Standard	302.40	252.00	302.40	0%	Cost Recovery
Environment & Heritage	Historic environment record - searches	Statutory undertaker standard search	164.00	Standard	196.80	164.00	196.80	0%	Cost Recovery
Environment & Heritage	Historic environment record - searches	Statutory undertaker priority search	338.00	Standard	405.60	338.00	405.60	0%	Cost Recovery
Environment & Heritage	Advice and support to statutory undertakers	Hours	87.00	Standard	104.40	87.00	104.40	0%	Cost Recovery
Environment & Heritage	Pre-application advice fees	Written response or meeting/site visit & written response	Various	Standard	Various	Various	Various	0%	Cost Recovery
Environment & Heritage	Contribution by District and Borough Councils to maintenance of the Historic environment record	Annual fee	3,000.00	Non-business (0%)	3,000.00	3,000.00	3,000.00	0%	Cost Recovery

APPENDIX 7

Rights of Way and Countryside Fees and Charges

Service	Fee or Charge	Per what?	2020/21 Fee or Charge ex VAT (£)	VAT Type	2020/21 Fee or Charge (inc VAT where applicable) (£)	Proposed 2021/22 Fee or Charge ex VAT (£)	Proposed 2021/22 Fee or Charge (inc VAT where applicable) (£)	% Increase 2021/22	Type of Charge
Countryside Facilities	Rental of land and fishing rights	Agreement	Various	Exempt (0%)	Various	Various	Various	N/A	Cost Recovery
Countryside Services	Family Bushcraft	Per family	63.50	Exempt (0%)	63.50	64.20	64.20	1.10%	Cost Recovery
Countryside Services	All guided walks/night hike/food for free with/without hot drink	Per person	6.50	Exempt (0%)	6.50	6.60	6.60	1.10%	Cost Recovery
Countryside Services	Craft events e.g. Christmas Wreaths (includes materials/drinks)	Per person	21.00	Exempt (0%)	21.00	21.50	21.50	2.38%	Cost Recovery
Countryside Services	Hire of Buchan Country Park Countryside Centre with refreshments hourly charge (All potential bookings must be checked and agreed with the duty ranger first)	Per hour (minimum 2-hour charge)	21.00	Exempt (0%)	21.00	21.50	21.50	2.38%	Cost Recovery
Countryside Services	Schools and hire of Forest School area (per child)	Per child	2.10	Exempt (0%)	2.10	2.20	2.20	4.76%	Cost Recovery
Rights of Way	Unopposed Public Path Orders administrative fees	Order	2,300.00	Non-business (0%)	2,300.00	2,325.00	2,325.00	1.09%	Cost Recovery
Rights of Way	Opposed Public Path Orders administrative fees - legal and case officer support to Public Inquiry (in addition to the fee stated as "Unopposed Public Path Order").	Order	1,300.00	Non-business (0%)	1,300.00	1,315.00	1,315.00	1.15%	Cost Recovery
Rights of Way	Opposed Public Path Orders administrative fees - where objections withdrawn following officer correspondence, so Order can be confirmed as unopposed (in addition to the fee stated as "Unopposed Public Path Order").	Order	400.00	Non-business (0%)	400.00	405.00	405.00	1.25%	Cost Recovery
Rights of Way	Un/Opposed Public Path Orders administrative fees - additional Order(s) in addition to the fee stated as "Unopposed Public Path Order" and "Opposed Public Path Order" fee as applicable)	Order	400.00	Non-business (0%)	400.00	405.00	405.00	1.25%	Cost Recovery
Rights of Way	Un/Opposed Public Path Orders administrative fees - additional site inspections by case officer prior to determining application (in addition to the fee stated as "Unopposed Public Path Order" and "Opposed Public Path Order" fee as applicable).	Site visit plus associated costs	200.00	Non-business (0%)	200.00	205.00	205.00	2.50%	Cost Recovery
Rights of Way	Public Path Orders administrative fees - Temporary Traffic Regulation Order (path closure) (21 days emergency/ unplanned Orders)	Path order	550.00	Non-business (0%)	550.00	556.00	556.00	1.09%	Cost Recovery
Rights of Way	Public Path Orders administrative fees - Temporary Traffic Regulation Order (path closure) (5 days planned works Orders)	Path order	550.00	Non-business (0%)	550.00	556.00	556.00	1.09%	Cost Recovery
Countryside Services	Licence fee for access across or on to COUNCIL land	Application	Various	Non-business (0%)	Various	Various	Various	1.10%	Cost Recovery
Rights of Way	Charge for advice on PPO legislation and procedures to potential applicants and Order Making Authorities	Per hour	28.00	Exempt (0%)	28.00	28.30	28.30	1.07%	Cost Recovery

APPENDIX 7

Trading Standards Fees and Charges

Service	Fee or Charge	Per what?	2020/21 Fee or Charge ex VAT (£)	VAT Type	2020/21 Fee or Charge (inc VAT where applicable) (£)	Proposed 2021/22 Fee or Charge ex VAT (£)	Proposed 2021/22 Fee or Charge (inc VAT where applicable) (£)	% Increase 2021/22	Type of Charge
Trading Standards	Weights and Measures Act 1985 - Inspector of weights and measures	Hour	74.00	Standard	88.80	74.80	89.76	1.08%	Cost Recovery
Trading Standards	Weights and Measures Act 1985 - Support officer	Hour	47.50	Standard	57.00	48.00	57.60	1.05%	Cost Recovery
Trading Standards	Hourly charge for demand led discretionary business support services	Hour	74.00	Standard	88.80	74.80	89.76	1.08%	Cost Recovery
Trading Standards	Variation of a licence (other than name or address)	Hour	74.00	Standard	88.80	74.80	89.76	1.08%	Cost Recovery

Waste Fees and Charges

Service	Fee or Charge	Per what?	2020/21 Fee or Charge ex VAT (£)	VAT Type	2020/21 Fee or Charge (inc VAT where applicable) (£)	Proposed 2021/22 Fee or Charge ex VAT (£)	Proposed 2021/22 Fee or Charge (inc VAT where applicable) (£)	% Increase 2021/22	Type of Charge
Waste Recycling	Co-mingled recyclate	Tonne	105.83	Standard	127.00	107.50	129.00	1.6%	Cost Recovery
Waste Disposal	Trade waste	Tonne	147.50	Standard	177.00	150.00	180.00	1.7%	Cost Recovery
Waste Recycling	Green waste	Tonne	61.67	Standard	74.00	62.50	75.00	1.3%	Cost Recovery
Waste Recycling	WEEE category A	Tonne	145.00	Standard	174.00	146.67	176.00	1.2%	Cost Recovery
Waste Recycling	WEEE category B	Tonne	407.08	Standard	488.50	411.67	494.00	1.1%	Cost Recovery
Waste Recycling	WEEE category C	Tonne	407.08	Standard	488.50	411.67	494.00	1.1%	Cost Recovery
Waste Recycling	WEEE category D	Tonne	407.08	Standard	488.50	411.67	494.00	1.1%	Cost Recovery
Waste Recycling	WEEE category E	Tonne	145.00	Standard	174.00	146.67	176.00	1.2%	Cost Recovery
Waste Recycling	Single stream recyclate	Tonne	12.42	Standard	14.90	12.58	15.10	1.3%	Cost Recovery
HWRS Non-Household	Motor vehicle tyre	Tyre	4.17	Standard	5.00	4.17	5.00	0.0%	Cost Recovery
Waste Disposal	Trade waste - mattress disposal	Mattress		Standard		12.50	15.00	New	Cost Recovery

APPENDIX 7

Energy Fees and Charges

Service	Fee or Charge	Per what?	2020/21 Fee or Charge ex VAT (£)	VAT Type	2020/21 Fee or Charge (inc VAT where applicable) (£)	Proposed 2021/22 Fee or Charge ex VAT (£)	Proposed 2021/22 Fee or Charge (inc VAT where applicable) (£)	% Increase 2021/22	Type of Charge
Energy Services	Schools display energy certificates - SLA	Per certificate	55.00	Non-business (0%)	55.00	56.00	56.00	1.8%	Cost Recovery
Energy Services	Schools display energy certificates - SLA Academy	Per certificate	55.00	Standard	66.00	56.00	67.20	1.8%	Cost Recovery
Energy Services	Schools energy management service - SLA. Band 1	1-5 meters	338.00	Non-business (0%)	338.00	342.00	342.00	1.2%	Cost Recovery
Energy Services	Schools energy management service - SLA. Band 1. Academy	1-5 meters	338.00	Standard	405.60	342.00	410.40	1.2%	Cost Recovery
Energy Services	Schools energy management service - SLA. Band 2	6-9 meters	394.00	Non-business (0%)	394.00	399.00	399.00	1.3%	Cost Recovery
Energy Services	Schools energy management service - SLA. Band 2. Academy	6-9 meters	394.00	Standard	472.80	399.00	478.80	1.3%	Cost Recovery
Energy Services	Schools energy management service - SLA. Band 3	10+ meters	490.00	Non-business (0%)	490.00	496.00	496.00	1.2%	Cost Recovery
Energy Services	Schools energy management service - SLA. Band 3. Academy	10+ meters	490.00	Standard	588.00	496.00	595.20	1.2%	Cost Recovery

APPENDIX 7

Finance Fees and Charges

Service	Fee or Charge	Per what?	2020/21 Fee or Charge ex VAT (£)	VAT Type	2020/21 Fee or Charge (inc VAT where applicable) (£)	Proposed 2021/22 Fee or Charge ex VAT (£)	Proposed 2021/22 Fee or Charge (inc VAT where applicable) (£)	% Increase 2021/22	Type of Charge
Schools Financial Services	Schools financial services SLA - Section 8 charges. Secondary school	School, per annum	852.00	Non-business (0%)	852.00	£1,000 per school plus £0.50 per pupil	£1,000 per school plus £0.50 per pupil	Not applicable - Change in charging basis	Cost Recovery
Schools Financial Services	Schools financial services SLA - Section 8 charges. Primary & nursery school	School, per annum	1,200.00	Non-business (0%)	1,200.00	£1,000 per school plus £0.50 per pupil	£1,000 per school plus £0.50 per pupil	Not applicable - Change in charging basis	Cost Recovery
Schools Financial Services	Schools financial services SLA - Section 8 charges. Special school	School, per annum	1,200.00	Non-business (0%)	1,200.00	£1,000 per school plus £0.50 per pupil	£1,000 per school plus £0.50 per pupil	Not applicable - Change in charging basis	Cost Recovery
Schools Financial Services	Schools Financial Services - Level 3 services. Year-end financial closedown	Fixed (4 hours)	144.00	Non-business (0%)	144.00	146.00	146.00	1.4%	Cost Recovery
Schools Financial Services	Pre-booked visits to schools	Hours	130 minimum	Non-business (0%)	130 minimum	£36.50 per hour (minimum 2.5 hours) plus a flat rate travel charge of £40.50	132 minimum	Not applicable - Change in charging basis	Cost Recovery
Schools Financial Services	Pre-booked dial-ups to schools	Hour	36 minimum	Non-business (0%)	36 minimum	£36.50 per hour (minimum 1 hour)	36.50 minimum	Not applicable - Change in charging basis	Cost Recovery
Schools Financial Services	Training events/workshops	Person	50.00	Non-business (0%)	50.00	50.00	50.00	0%	Cost Recovery
Schools Financial Services	Training events/workshops	Person	80.00	Non-business (0%)	80.00	80.00	80.00	0%	Cost Recovery

APPENDIX 7

Fire Service Fees and Charges

Service	Fee or Charge	Per what?	2020/21 Fee or Charge ex VAT (£)	VAT Type	2020/21 Fee or Charge (inc VAT where applicable) (£)	Proposed 2021/22 Fee or Charge ex VAT (£)	Proposed 2021/22 Fee or Charge (inc VAT where applicable) (£)	% Increase 2021/22	Type of Charge
FRS - Special Services	Major appliance/ large vehicle & crew	Hour	345.00	Standard	414.00	350.00	420.00	1.4%	Cost Recovery
FRS - Special Services	Major appliance/ small vehicle & crew	Hour	295.00	Standard	354.00	300.00	360.00	1.7%	Cost Recovery
FRS - Special Services	Pumping appliance	Hour	230.00	Standard	276.00	235.00	282.00	2.2%	Cost Recovery
FRS - Special Services	Small vehicle (e.g. 4wd)	Hour	225.00	Standard	270.00	230.00	276.00	2.2%	Cost Recovery
FRS - Special Services	Testing of dry riser	Test	299.40	Standard	359.28	305.00	366.00	1.9%	Cost Recovery
FRS - Special Services	Additional dry riser	Test		Standard		225.00	270.00	New	Cost Recovery
FRS - Special Services	Copy of fire report	Report	90.00	Standard	108.00	95.00	114.00	5.6%	Cost Recovery
FRS - Special Services	Fire investigation interview	Hour	135.00	Standard	162.00	140.00	168.00	3.7%	Cost Recovery
FRS - Special Services	Fire investigation report (standard)	Report	437.25	Standard	524.70	440.00	528.00	0.6%	Cost Recovery
FRS - Special Services	Fire report photocopies of maps and plans	Copy		Standard		25.00	30.00	New	Cost Recovery
FRS - Special Services	Labour (dependent on role) - First hour or part thereof	Hour	Various	Standard	Various	70.00	84.00	n/a	Cost Recovery
FRS - Special Services	Labour (dependent on role) - Each subsequent 1/2 hour	Half Hour	Various	Standard	Various	37.00	44.40	n/a	Cost Recovery
FRS - Special Services	Event Charges	Hour	350.00	Standard	420.00	355.00	426.00	1.4%	Cost Recovery
FRS - Special Services	Repeated calls to an unwanted automatic fire alarm (AFA)	Per incident		Standard		400.00	480.00	New	Cost Recovery
Commercial Training	Open course face to face training - Fire safety - various	Per head	125.00	Exempt (0%)	125.00	125.00	125.00	0.0%	Cost Recovery
Commercial Training	On-Site face to face training - Fire safety awareness	Course - Max 20 people.	350.00	Exempt (0%)	350.00	350.00	350.00	0.0%	Cost Recovery
Commercial Training	On-Site face to face training - Fire extinguisher	Course - Max 15 people.	440.00	Exempt (0%)	440.00	440.00	440.00	0.0%	Cost Recovery
Commercial Training	On-Site face to face training - Fire warden	Course - Max 15 people.	585.00	Exempt (0%)	585.00	585.00	585.00	0.0%	Cost Recovery
Commercial Training	On-Site face to face training - Manual handling	Course - Max 15 people.	585.00	Exempt (0%)	585.00	585.00	585.00	0.0%	Cost Recovery
Commercial Training	On-Site face to face training - Management of fire risk	Course - Max 15 people.	585.00	Exempt (0%)	585.00	585.00	585.00	0.0%	Cost Recovery
Commercial Training	Fire extinguisher maintenance	Extinguisher	Various	Exempt (0%)	Various	Various	Various	0.0%	Cost Recovery

APPENDIX 7

Records Office Fees and Charges

Service	Fee or Charge	Per what?	2020/21 Fee or Charge ex VAT (£)	VAT Type	2020/21 Fee or Charge (inc VAT where applicable) (£)	Proposed 2021/22 Fee or Charge ex VAT (£)	Proposed 2021/22 Fee or Charge (inc VAT where applicable) (£)	% Increase 2021/22	Type of Charge
Record Office	Publication fees for film and TV	Photograph	53.33	Standard	64.00	54.17	65.00	1.6%	Cost Recovery
Record Office	Room hire of work room (up to 12 people)	Full day	84.00	Exempt (0%)	84.00	85.00	85.00	1.2%	Cost Recovery
Record Office	Publication fees for Garland photos UK rights	Image	22.50	Standard	27.00	23.33	28.00	3.7%	Cost Recovery
Record Office	Publication fees for Garland photos world rights	Image	45.00	Standard	54.00	46.67	56.00	3.7%	Cost Recovery
Record Office	Publication fee in books with print run of 1-1000	Photograph	5.83	Standard	7.00	5.83	7.00	0.0%	Cost Recovery
Record Office	Publication fee in books with print run of 1001-3000	Photograph	11.67	Standard	14.00	11.67	14.00	0.0%	Cost Recovery
Record Office	Publication fee in books with print run of 3001-5000	Photograph	17.50	Standard	21.00	17.50	21.00	0.0%	Cost Recovery
Record Office	Publication fee in books with print run of 5001 and over	Photograph	23.33	Standard	28.00	23.33	28.00	0.0%	Cost Recovery
Record Office	Publication fees for national media/ periodicals	Photograph	22.50	Standard	27.00	23.33	28.00	3.7%	Cost Recovery
Record Office	Record Office 'surgeries'	Hour	34.17	Standard	41.00	34.17	41.00	0.0%	Cost Recovery
Record Office	Publication fees for other commercial publications	Photograph	31.67	Standard	38.00	31.67	38.00	0.0%	Cost Recovery
Record Office	Publication fees for local media	Photograph	5.83	Standard	7.00	5.83	7.00	0.0%	Cost Recovery
Record Office	Publication fees for Eric Gill Collection	Item	9.58	Standard	11.50	9.58	11.50	0.0%	Cost Recovery
Record Office	Scanned image and print A3	Sheet	19.17	Standard	23.00	19.17	23.00	0.0%	Cost Recovery
Record Office	Scanned image and print A3-A1	Sheet	38.33	Standard	46.00	38.33	46.00	0.0%	Cost Recovery
Record Office	Scanned image and print A4	Sheet	9.58	Standard	11.50	9.58	11.50	0.0%	Cost Recovery
Record Office	Supply of scanned image - A3-A0	Sheet	25.00	Standard	30.00	25.00	30.00	0.0%	Cost Recovery
Record Office	Supply of scanned image - A4-A3	Sheet	12.50	Standard	15.00	12.50	15.00	0.0%	Cost Recovery
Record Office	Supply of scanned image - up to A4	Sheet	6.25	Standard	7.50	6.25	7.50	0.0%	Cost Recovery
Record Office	Car parking - full day	Day	6.25	Standard	7.50	6.25	7.50	0.0%	Cost Recovery

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Service	Fee or Charge	Per what?	2020/21 Fee or Charge ex VAT (£)	VAT Type	2020/21 Fee or Charge (inc VAT where applicable) (£)	Proposed 2021/22 Fee or Charge ex VAT (£)	Proposed 2021/22 Fee or Charge (inc VAT where applicable) (£)	% Increase 2021/22	Type of Charge
Record Office	Car parking - half day	Half day	3.13	Standard	3.75	3.13	3.75	0.0%	Cost Recovery
Record Office	Daytime tours of Record Office	Tour	36.00	Exempt (0%)	36.00	37.00	37.00	2.8%	Cost Recovery
Record Office	Genealogical research fees	Tour	30.00	Standard	36.00	30.00	36.00	0.0%	Cost Recovery
Record Office	Other searches	Hour	30.00	Standard	36.00	30.00	36.00	0.0%	Cost Recovery
Record Office	Orders by post (up to 3 colour copies)	Up to 3 sheets	7.08	Standard	8.50	7.08	8.50	0.0%	Cost Recovery
Record Office	Orders by post (up to 5 copies)	Up to 5 sheets	5.42	Standard	6.50	5.42	6.50	0.0%	Cost Recovery
Record Office	Evening tours of Record Office	Tour	67.00	Exempt (0%)	67.00	68.00	68.00	1.5%	Cost Recovery
Record Office	Out of office talks	Talk	55.83	Standard	67.00	56.67	68.00	1.5%	Cost Recovery
Record Office	Short research fee	30 mins	15.00	Standard	18.00	15.00	18.00	0.0%	Cost Recovery
Record Office	Evening talks at the Record Office	Person	6.67	Standard	8.00	6.67	8.00	0.0%	Cost Recovery
Record Office	Self-service microform copying	Sheet	0.38	Standard	0.45	0.38	0.45	0.0%	Cost Recovery
Record Office	Self-service printing from computer	Sheet	0.38	Standard	0.45	0.38	0.45	0.0%	Cost Recovery
Record Office	A3 and A4 photocopies	Sheet	0.50	Standard	0.60	0.50	0.60	0.0%	Cost Recovery
Record Office	Coffee time sessions	Person	7.50	Exempt (0%)	7.50	7.50	7.50	0.0%	Cost Recovery
Record Office	Photocopies - A3 colour	Sheet	2.50	Standard	3.00	2.50	3.00	0.0%	Cost Recovery
Record Office	Photocopies - A4 colour	Sheet	1.25	Standard	1.50	1.25	1.50	0.0%	Cost Recovery
Record Office	Room hire of work room (up to 12 people)	Half day	42.00	Exempt (0%)	42.00	42.50	42.50	1.2%	Cost Recovery
Record Office	Certified copies of documents	Document	11.67	Standard	14.00	12.50	15.00	7.1%	Cost Recovery
Record Office	DIY photography in search room	Day	10.00	Standard	12.00	10.00	12.00	0.0%	Cost Recovery
Record Office	Baptism certificate			Standard		25.83	31.00	New	Cost Recovery

APPENDIX 7

Libraries Fees and Charges

Service	Fee or Charge	Per what?	2020/21 Fee or Charge ex VAT (£)	VAT Type	2020/21 Fee or Charge (inc VAT where applicable) (£)	Proposed 2021/22 Fee or Charge ex VAT (£)	Proposed 2021/22 Fee or Charge (inc VAT where applicable) (£)	% Increase 2021/22	Type of Charge
Libraries	Audiobooks (up to 8 cassettes/CDs)	3 weeks	1.45	Non-business (0%)	1.45	1.45	1.45	0%	Cost Recovery
Libraries	Audiobooks (9+ cassettes/CDs)	3 weeks	2.90	Non-business (0%)	2.90	2.90	2.90	0%	Cost Recovery
Libraries	Audiobooks (Playaway - digital audio)	3 weeks	2.90	Non-business (0%)	2.90	2.90	2.90	0%	Cost Recovery
Libraries	Fax: to UK	Per page	1.67	Standard	2.00	1.67	2.00	0%	Cost Recovery
Libraries	Fax: to Europe	Per page	2.25	Standard	2.70	2.25	2.70	0%	Cost Recovery
Libraries	Fax: to Rest of World	Per page	2.83	Standard	3.40	2.83	3.40	0%	Cost Recovery
Libraries	Fax: receiving fax	Per page	1.13	Standard	1.35	1.13	1.36	0%	Cost Recovery
Libraries	Public access computers: Charge for non-members using PCs	Hour	1.67	Standard	2.00	1.67	2.00	0%	Cost Recovery
Libraries	Reservation Fees - Books in West Sussex or partnership libraries	Item	1.00	Non-business (0%)	1.00	1.00	1.00	0%	Cost Recovery
Libraries	Reading groups - Subscription	Year	27.50	Standard	33.00	27.50	33.00	0%	Cost Recovery
Libraries	CDs - Other	1 week	1.20	Non-business (0%)	1.20	1.20	1.20	0%	Cost Recovery
Libraries	Membership card replacement	Card	1.75	Non-business (0%)	1.75	1.75	1.75	0%	Cost Recovery
Libraries	Overdue charges (Administration charge for overdue letter)	Letter	1.75	Non-business (0%)	1.75	1.75	1.75	0%	Cost Recovery
Libraries	Reservation fees - Books reserved directly online	Item	0.60	Non-business (0%)	0.60	0.60	0.60	0%	Cost Recovery
Libraries	Reservation fees - Books from elsewhere	Item	7.50	Non-business (0%)	7.50	7.50	7.50	0%	Cost Recovery
Libraries	Reservation fees - Books from British Library	Item	11.00	Non-business (0%)	11.00	11.00	11.00	0%	Cost Recovery
Libraries	Overdue charges (Adult Books)	Day	0.30	Non-business (0%)	0.30	0.30	0.30	0%	Cost Recovery
Libraries	Overdue charges (Audio books)	Day	0.30	Non-business (0%)	0.30	0.30	0.30	0%	Cost Recovery
Libraries	Overdue charges (General DVDs)	Day	0.60	Non-business (0%)	0.60	0.60	0.60	0%	Cost Recovery
Libraries	Overdue charges (Music CDs)	Day	0.30	Non-business (0%)	0.30	0.30	0.30	0%	Cost Recovery

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Service	Fee or Charge	Per what?	2020/21 Fee or Charge ex VAT (£)	VAT Type	2020/21 Fee or Charge (inc VAT where applicable) (£)	Proposed 2021/22 Fee or Charge ex VAT (£)	Proposed 2021/22 Fee or Charge (inc VAT where applicable) (£)	% Increase 2021/22	Type of Charge
Libraries	DVDs (General)	1 Week	2.00	Non-business (0%)	2.00	2.00	2.00	0%	Cost Recovery
Libraries	Exhibition booking fee	Per week, when items are for sale	13.50	Exempt (0%)	13.50	13.50	13.50	0%	Cost Recovery
Libraries	Photocopying - A4 Black and White	Copy	0.13	Standard	0.15	0.13	0.16	0%	Cost Recovery
Libraries	Photocopying - A3 Black and White	Copy	0.17	Standard	0.20	0.17	0.20	0%	Cost Recovery
Libraries	Photocopying - A4 Colour	Copy	0.42	Standard	0.50	0.42	0.50	0%	Cost Recovery
Libraries	Photocopying - A3 Colour	Copy	0.83	Standard	1.00	0.83	1.00	0%	Cost Recovery
Libraries	Printing: charge for internet prints - A4 Black and White	Page	0.17	Standard	0.20	0.17	0.20	0%	Cost Recovery
Libraries	Printing: charge for internet prints - A4 Colour	Page	0.50	Standard	0.60	0.50	0.60	0%	Cost Recovery
Libraries	Reference research	Half-hour, after initial free 30 mins	15.00	Standard	18.00	15.00	18.00	0%	Cost Recovery
Libraries	Lettings - Community use	1 hour	10.00	Exempt (0%)	10.00	10.00	10.00	0%	Cost Recovery
Libraries	Lettings - SME business	1 hour	20.00	Exempt (0%)	20.00	20.00	20.00	0%	Cost Recovery
Libraries	Lettings - Commercial use	1 hour	40.00	Exempt (0%)	40.00	40.00	40.00	0%	Cost Recovery
Libraries	Lettings - Crawley library meeting rooms - Community use	1 hour	12.00	Exempt (0%)	12.00	12.00	12.00	0%	Cost Recovery
Libraries	Lettings - Crawley library meeting rooms - SME business use	1 hour	24.00	Exempt (0%)	24.00	24.00	24.00	0%	Cost Recovery
Libraries	Lettings - Crawley library meeting rooms - Commercial use	1 hour	48.00	Exempt (0%)	48.00	48.00	48.00	0%	Cost Recovery
Libraries	Lettings - Longley exhibition room - Community use	1 hour	22.00	Exempt (0%)	22.00	22.00	22.00	0%	Cost Recovery
Libraries	Lettings - Longley exhibition room - SME business use	1 hour	44.00	Exempt (0%)	44.00	44.00	44.00	0%	Cost Recovery
Libraries	Lettings - Longley exhibition room - Commercial use	1 hour	88.00	Exempt (0%)	88.00	88.00	88.00	0%	Cost Recovery
Libraries	Lettings - Worthing library lecture theatre - Community use	1 hour	22.00	Exempt (0%)	22.00	22.00	22.00	0%	Cost Recovery
Libraries	Lettings - Worthing library lecture theatre - SME business use	1 hour	44.00	Exempt (0%)	44.00	44.00	44.00	0%	Cost Recovery
Libraries	Lettings - Worthing library lecture theatre - Commercial use	1 hour	88.00	Exempt (0%)	88.00	88.00	88.00	0%	Cost Recovery

APPENDIX 7

Registrar's Fees and Charges

Service	Fee or Charge	Per what?	2020/21 Fee or Charge ex VAT (£)	VAT Type	2020/21 Fee or Charge (inc VAT where applicable) (£)	Proposed 2021/22 Fee or Charge ex VAT (£)	Proposed 2021/22 Fee or Charge (inc VAT where applicable) (£)	% Increase 2021/22	Type of Charge
Citizenship ceremony	Individually organised citizenship ceremony for one person at a registration office.	Ceremony	115.00	Standard 1st April 2020 - Non business (0%) 1st April 2019	115.00	95.83	115.00	0.00%	Cost Recovery
Citizenship ceremony	Individually organised citizenship ceremony for a family at a registration office.	Family ceremony	150.00	Standard 1st April 2020 - Non business (0%) 1st April 2019	150.00	125.00	150.00	0.00%	Cost Recovery
Citizenship ceremony	Individually organised citizenship ceremony for one person at a registration office on a Saturday	Ceremony	130.00	Standard 1st April 2020 - Non business (0%) 1st April 2019	130.00	108.33	130.00	0.00%	Cost Recovery
Citizenship ceremony	Individually organised citizenship ceremony for a family at a registration office on a Saturday	Family ceremony	160.00	Standard 1st April 2020 - Non business (0%) 1st April 2019	160.00	133.33	160.00	0.00%	Cost Recovery
Non-Statutory Ceremonies	Fee for commemorative certificate	Certificate	9.17	Standard	11.00	9.17	11.00	0.00%	Cost Recovery
Additional fee for Notice of Marriage given on Saturdays	Additional administration fee for notice appointments requested on Saturdays. Added to reflect increased cost of delivery of a Saturday service	Notice	10.42	Standard	12.50	10.42	12.50	0.00%	Cost Recovery
Attendance of Registrars in a West Sussex Venue. Cat A room (e.g. Balcony, Chichester ceremony room) To register a marriage/ civil partnership	Monday - Thursday	Ceremony	217.00	Standard 1st April 2020 - Non business (0%) 1st April 2019	217.00	180.83	217.00	0.00%	Cost Recovery
Attendance of Registrars in a West Sussex Venue. Cat A room (e.g. Balcony, Chichester ceremony room) To register a marriage/ civil partnership	Friday	Ceremony	280.00	Standard 1st April 2020 - Non business (0%) 1st April 2019	280.00	233.33	280.00	0.00%	Cost Recovery
Attendance of Registrars in a West Sussex Venue. Cat A room (e.g. Balcony, Chichester ceremony room) To register a marriage/ civil partnership	Saturday / Sunday	Ceremony	310.00	Standard 1st April 2020 - Non business (0%) 1st April 2019	310.00	258.33	310.00	0.00%	Cost Recovery
Attendance of Registrars in a West Sussex Venue. Cat A room (e.g. Balcony, Chichester ceremony room) To register a marriage/ civil partnership	Public Holiday	Ceremony	404.00	Standard 1st April 2020 - Non business (0%) 1st April 2019	404.00	336.67	404.00	0.00%	Cost Recovery
Non statutory Ceremonies such as Baby naming & Renewal of vows in West Sussex Rooms (Cat A)	Monday - Thursday	Ceremony	181.00	Standard	217.00	180.83	217.00	0.00%	Cost Recovery
Non statutory Ceremonies such as Baby naming & Renewal of vows in West Sussex Rooms (Cat A)	Friday	Ceremony	233.00	Standard	280.00	233.33	280.00	0.00%	Cost Recovery
Non statutory Ceremonies such as Baby naming & Renewal of vows in West Sussex Rooms (Cat A)	Saturday / Sunday	Ceremony	258.00	Standard	310.00	258.33	310.00	0.00%	Cost Recovery
Non statutory Ceremonies such as Baby naming & Renewal of vows in West Sussex Rooms (Cat A)	Public Holiday	Ceremony	337.00	Standard	404.00	336.67	404.00	0.00%	Cost Recovery

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Service	Fee or Charge	Per what?	2020/21 Fee or Charge ex VAT (£)	VAT Type	2020/21 Fee or Charge (inc VAT where applicable) (£)	Proposed 2021/22 Fee or Charge ex VAT (£)	Proposed 2021/22 Fee or Charge (inc VAT where applicable) (£)	% Increase 2021/22	Type of Charge
Attendance of Registrars in a West Sussex Venue. Cat B room (e.g. Parlour, Henshall) To register a marriage/ civil partnership	Monday - Thursday	Ceremony	260.00	Standard 1st April 2020 - Standard & non business (0%) 1st April 2019	260.00	216.67	260.00	0.00%	Cost Recovery
Attendance of Registrars in a West Sussex Venue. Cat B room (e.g. Parlour, Henshall) To register a marriage/ civil partnership	Friday	Ceremony	315.00	Standard 1st April 2020 - Standard & non business (0%) 1st April 2019	317.00	264.17	317.00	0.00%	Cost Recovery
Attendance of Registrars in a West Sussex Venue. Cat B room (e.g. Parlour, Henshall) To register a marriage/ civil partnership	Saturday / Sunday	Ceremony	371.83	Standard 1st April 2020 - Standard & non business (0%) 1st April 2019	376.00	313.33	376.00	0.00%	Cost Recovery
Attendance of Registrars in a West Sussex Venue. Cat B room (e.g. Parlour, Henshall) To register a marriage/ civil partnership	Public Holiday	Ceremony	476.17	Standard 1st April 2020 - Standard & non business (0%) 1st April 2019	490.00	408.33	490.00	0.00%	Cost Recovery
Non statutory ceremonies such as Baby Naming & Renewal of vows in West Sussex Rooms (Cat B)	Monday - Thursday	Ceremony	217.00	Standard	260.00	216.67	260.00	0.00%	Cost Recovery
Non statutory ceremonies such as Baby Naming & Renewal of vows in West Sussex Rooms (Cat B)	Friday	Ceremony	264.00	Standard	317.00	264.17	317.00	0.00%	Cost Recovery
Non statutory ceremonies such as Baby Naming & Renewal of vows in West Sussex Rooms (Cat B)	Saturday / Sunday	Ceremony	313.00	Standard	376.00	313.33	376.00	0.00%	Cost Recovery
Non statutory ceremonies such as Baby Naming & Renewal of vows in West Sussex Rooms (Cat B)	Public Holiday	Ceremony	408.00	Standard	490.00	408.33	490.00	0.00%	Cost Recovery
Attendance of Registrars in a West Sussex Venue. Cat C room (e.g. The Drawing Room) To register a marriage/ civil partnership	Monday - Thursday	Ceremony	430.00	Standard 1st April 2020 - Standard & non business (0%) 1st April 2019	455.00	379.17	455.00	0.00%	Cost Recovery
Attendance of Registrars in a West Sussex Venue. Cat C room (e.g. The Drawing Room) To register a marriage/ civil partnership	Friday	Ceremony	471.67	Standard 1st April 2020 - Standard & non business (0%) 1st April 2019	505.00	420.83	505.00	0.00%	Cost Recovery
Attendance of Registrars in a West Sussex Venue. Cat C room (e.g. The Drawing Room) To register a marriage/ civil partnership	Saturday / Sunday	Ceremony	573.50	Standard 1st April 2020 - Standard & non business (0%) 1st April 2019	618.00	515.00	618.00	0.00%	Cost Recovery
Attendance of Registrars in a West Sussex Venue. Cat C room (e.g. The Drawing Room) To register a marriage/ civil partnership	Public Holiday	Ceremony	636.17	Standard 1st April 2020 - Standard & non business (0%) 1st April 2019	682.00	568.33	682.00	0.00%	Cost Recovery
Non statutory ceremonies such as Baby Naming & Renewal of vows in West Sussex Rooms (Cat C)	Monday - Thursday	Ceremony	379.00	Standard	455.00	379.17	455.00	0.00%	Cost Recovery
Non statutory ceremonies such as Baby Naming & Renewal of vows in West Sussex Rooms (Cat C)	Friday	Ceremony	421.00	Standard	505.00	420.83	505.00	0.00%	Cost Recovery

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Service	Fee or Charge	Per what?	2020/21 Fee or Charge ex VAT (£)	VAT Type	2020/21 Fee or Charge (inc VAT where applicable) (£)	Proposed 2021/22 Fee or Charge ex VAT (£)	Proposed 2021/22 Fee or Charge (inc VAT where applicable) (£)	% Increase 2021/22	Type of Charge
Non statutory ceremonies such as Baby Naming & Renewal of vows in West Sussex Rooms (Cat C)	Saturday / Sunday	Ceremony	515.00	Standard	618.00	515.00	618.00	0.00%	Cost Recovery
Non statutory ceremonies such as Baby Naming & Renewal of vows in West Sussex Rooms (Cat C)	Public Holiday	Ceremony	568.00	Standard	682.00	568.33	682.00	0.00%	Cost Recovery
Attendance of Registrars in West Sussex Venue Cat C room (e.g. The Drawing Room)	Additional ceremony at venue already paying for one ceremony - i.e. baby naming	Additional ceremony	96.00	Standard	115.00	95.83	115.00	0.00%	Cost Recovery
Non statutory ceremonies such as Baby Naming & Renewal of vows in West Sussex Rooms (Cat D)	Monday - Thursday	Ceremony	645.83	Standard	775.00	645.83	775.00	0.00%	Cost Recovery
Non statutory ceremonies such as Baby Naming & Renewal of vows in West Sussex Rooms (Cat D)	Friday	Ceremony	688.33	Standard	826.00	688.33	826.00	0.00%	Cost Recovery
Non statutory ceremonies such as Baby Naming & Renewal of vows in West Sussex Rooms (Cat D)	Saturday / Sunday	Ceremony	753.33	Standard	904.00	753.33	904.00	0.00%	Cost Recovery
Non statutory ceremonies such as Baby Naming & Renewal of vows in West Sussex Rooms (Cat D)	Public Holiday	Ceremony	817.50	Standard	981.00	817.50	981.00	0.00%	Cost Recovery
Attendance of Registrars in a West Sussex Venue. Cat D room (e.g. The Richmond Room Room) To register a marriage/ civil partnership	Monday - Thursday	Ceremony	696.67	Standard 1st April 2020 - Standard & non business (0%) 1st April 2019	775.00	645.83	775.00	0.00%	Cost Recovery
Attendance of Registrars in a West Sussex Venue. Cat D room (e.g. The Richmond Room Room) To register a marriage/ civil partnership	Friday	Ceremony	739.17	Standard 1st April 2020 - Standard & non business (0%) 1st April 2019	826.00	688.33	826.00	0.00%	Cost Recovery
Attendance of Registrars in a West Sussex Venue. Cat D room (e.g. The Richmond Room Room) To register a marriage/ civil partnership	Saturday / Sunday	Ceremony	811.83	Standard 1st April 2020 - Standard & non business (0%) 1st April 2019	904.00	753.33	904.00	0.00%	Cost Recovery
Attendance of Registrars in a West Sussex Venue. Cat D room (e.g. The Richmond Room Room) To register a marriage/ civil partnership	Public Holiday	Ceremony	885.33	Standard 1st April 2020 - Standard & non business (0%) 1st April 2019	981.00	817.50	981.00	0.00%	Cost Recovery
Attendance of Registrars at an outside venue to register a marriage / civil partnership	Monday - Thursday	Ceremony	430.00	Standard 1st April 2020 - Standard & non business (0%) 1st April 2019	455.00	379.17	455.00	0.00%	Cost Recovery
Attendance of Registrars at an outside venue to register a marriage / civil partnership	Friday	Ceremony	471.67	Standard 1st April 2020 - Standard & non business (0%) 1st April 2019	505.00	420.83	505.00	0.00%	Cost Recovery
Attendance of Registrars at an outside venue to register a marriage / civil partnership	Saturday / Sunday	Ceremony	573.50	Standard 1st April 2020 - Standard & non business (0%) 1st April 2019	618.00	515.00	618.00	0.00%	Cost Recovery

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Service	Fee or Charge	Per what?	2020/21 Fee or Charge ex VAT (£)	VAT Type	2020/21 Fee or Charge (inc VAT where applicable) (£)	Proposed 2021/22 Fee or Charge ex VAT (£)	Proposed 2021/22 Fee or Charge (inc VAT where applicable) (£)	% Increase 2021/22	Type of Charge
Attendance of Registrars at an outside venue to register a marriage / civil partnership	Public Holiday	Ceremony	636.17	Standard 1st April 2020 - Standard & non business (0%) 1st April 2019	682.00	568.33	682.00	0.00%	Cost Recovery
Non-Statutory ceremonies such as Baby Naming & Renewal of vows at Outside Venues and non-licenced premises	Monday - Thursday	Ceremony	379.00	Standard	455.00	379.17	455.00	0.00%	Cost Recovery
Non-Statutory ceremonies such as Baby Naming & Renewal of vows at Outside Venues and non-licenced premises	Friday	Ceremony	421.00	Standard	505.00	420.83	505.00	0.00%	Cost Recovery
Non-Statutory ceremonies such as Baby Naming & Renewal of vows at Outside Venues and non-licenced premises	Saturday / Sunday	Ceremony	515.00	Standard	618.00	515.00	618.00	0.00%	Cost Recovery
Venue Licensing	Licence valid for three years for a venue to hold marriages & civil partnerships	License	2018.00	Non-business (0%)	2018.00	2018.00	2018.00	0.00%	Cost Recovery
Licensing a Religious Building to hold civil partnerships	Appeal against a refusal to grant a license.	Appeal	403.00	Non-business (0%)	403.00	403.00	403.00	0.00%	Cost Recovery
Venue Licensing	License valid for three years for a venue to hold marriages & civil partnerships: Fee for additional room	Additional room	347.00	Non-business (0%)	347.00	347.00	347.00	0.00%	Cost Recovery
Attendance of Registrars at venue of choice to celebrate of marriage or civil partnership following statutory ceremony in the West Sussex Register Office	Monday - Thursday	Ceremony	366.67	Standard	440.00	366.67	440.00	0.00%	Cost Recovery
Attendance of Registrars at venue of choice to celebrate of marriage or civil partnership following statutory ceremony in the West Sussex Register Office	Friday	Ceremony	406.67	Standard	488.00	406.67	488.00	0.00%	Cost Recovery
Attendance of Registrars at venue of choice to celebrate of marriage or civil partnership following statutory ceremony in the West Sussex Register Office	Saturday / Sunday	Ceremony	501.67	Standard	602.00	501.67	602.00	0.00%	Cost Recovery
Attendance of Registrars at venue of choice to celebrate of marriage or civil partnership following statutory ceremony in the West Sussex Register Office	Public Holiday	Ceremony	555.00	Standard	666.00	555.00	666.00	0.00%	Cost Recovery
Registrar to register a civil partnership at a religious building	Monday - Thursday	Ceremony	172.00	Standard 1st April 2020 - Non business (0%) 1st April 2019	172.00	143.33	172.00	0.00%	Cost Recovery
Registrar to register a civil partnership at a religious building	Friday	Ceremony	231.00	Standard 1st April 2020 - Non business (0%) 1st April 2019	231.00	192.50	231.00	0.00%	Cost Recovery
Registrar to register a civil partnership at a religious building	Saturday / Sunday	Ceremony	260.00	Standard 1st April 2020 - Non business (0%) 1st April 2019	260.00	216.67	260.00	0.00%	Cost Recovery

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Service	Fee or Charge	Per what?	2020/21 Fee or Charge ex VAT (£)	VAT Type	2020/21 Fee or Charge (inc VAT where applicable) (£)	Proposed 2021/22 Fee or Charge ex VAT (£)	Proposed 2021/22 Fee or Charge (inc VAT where applicable) (£)	% Increase 2021/22	Type of Charge
Registrar to register a civil partnership at a religious building	Public Holiday	Ceremony	346.00	Standard 1st April 2020 - Non business (0%) 1st April 2019	346.00	288.33	346.00	0.00%	Cost Recovery
Attendance of Registrars at a venue subject to specific partnership arrangement to Register a marriage/civil partnership	Friday	Ceremony	279.00	Standard 1st April 2020 - Non business (0%) 1st April 2019	279.00	232.50	279.00	0.00%	Cost Recovery
Attendance of Registrars at a venue subject to specific partnership arrangement to Register a marriage/civil partnership	Saturday	Ceremony	310.00	Standard 1st April 2020 - Non business (0%) 1st April 2019	310.00	258.33	310.00	0.00%	Cost Recovery

Gypsy and Travellers Sites Fees and Charges

Service	Fee or Charge	Per what?	2020/21 Fee or Charge ex VAT (£)	VAT Type	2020/21 Fee or Charge (inc VAT where applicable) (£)	Proposed 2021/22 Fee or Charge ex VAT (£)	Proposed 2021/22 Fee or Charge (inc VAT where applicable) (£)	% Increase 2021/22	Type of Charge
Gypsy and Travellers Sites	Gypsy Roma Traveller site plot rental – Fairplace Hill (4 X Double pitch plot rental)	Week	104.50	Exempt (0%)	104.50	105.50	105.50	0.96%	Subsidised
Gypsy and Travellers Sites	Gypsy Roma Traveller Site plot rental – Fairplace Hill (5 X Single pitch plot rental)	Week	83.00	Exempt (0%)	83.00	84.00	84.00	1.20%	Subsidised
Gypsy and Travellers Sites	Plot rental all other sites	Week	56.50	Exempt (0%)	56.50	57.00	57.00	0.88%	Subsidised
Gypsy and Travellers Sites	Gypsy Roma Traveller site plot rental – Fairplace Hill (1 X Single pitch plot rental)	Week	99.69	Exempt (0%)	99.69	100.69	100.69	1.00%	Subsidised

APPENDIX 7

Highways Fees and Charges

Service	Fee or Charge	Per what?	2020/21 Fee or Charge ex VAT (£)	VAT Type	2020/21 Fee or Charge (inc VAT where applicable) (£)	Proposed 2021/22 Fee or Charge ex VAT (£)	Proposed 2021/22 Fee or Charge (inc VAT where applicable) (£)	% Increase 2021/22	Type of Charge
Licensing - Highways	Hoarding application	M2 per 6 weeks	N/A	Non-business (0%)	N/A	27.00	27.00	New	Cost Recovery
Licensing - Highways	Hoarding application - Extension	M2 per 8 weeks	N/A	Non-business (0%)	N/A	27.00	27.00	New	Cost Recovery
Licensing - Highways	Hoarding application - Retrospective	Additional fee per license	302.00	Non-business (0%)	302.00	305.30	305.30	1.1%	Cost Recovery
Licensing - Highways	Scaffold license	Month	190.00	Non-business (0%)	190.00	192.10	192.10	1.1%	Cost Recovery
Licensing - Highways	Scaffold license - Extension	Extra months	127.00	Non-business (0%)	127.00	128.40	128.40	1.1%	Cost Recovery
Licensing - Highways	Scaffold license - Retrospective	Additional fee per license	302.00	Non-business (0%)	302.00	305.30	305.30	1.1%	Cost Recovery
Licensing - Highways	Special event orders Section 16 (Note: In exceptional circumstances, a fee reduction may be agreeing at the discretion of the Traffic Manager for community events with minimal impact on the network)	Order	2,145.00	Non-business (0%)	2,145.00	2,168.60	2,168.60	1.1%	Cost Recovery
Licensing - Highways	Temporary traffic orders: by Notice - only if agreed with Streetworks Section (S14 (2))	Notice	428.00	Non-business (0%)	428.00	432.70	432.70	1.1%	Cost Recovery
Licensing - Highways	Temporary traffic orders: by Notice followed by full Order (NOTICE + 2nd public notice) (S14 (1))	Order	2,145.00	Non-business (0%)	2,145.00	2,168.60	2,168.60	1.1%	Cost Recovery
Licensing - Highways	Temporary traffic orders: by Order (S14 (1))	Order	2,145.00	Non-business (0%)	2,145.00	2,168.60	2,168.60	1.1%	Cost Recovery
Licensing - Highways	Temporary traffic orders: Extension	Order	2,145.00	Non-business (0%)	2,145.00	2,168.60	2,168.60	1.1%	Cost Recovery
Licensing - Highways	Public path orders administrative fees - Temporary traffic regulation order (path closure) (6-month orders)	Path order	2,000.00	Non-business (0%)	2,000.00	2,022.00	2,022.00	1.1%	Cost Recovery
Licensing - Highways	Public path orders administrative fees - Temporary traffic regulation order (Path closure) (Extensions)	Path order	2,000.00	Non-business (0%)	2,000.00	2,022.00	2,022.00	1.1%	Cost Recovery
Licensing - Highways	Vehicle crossover licence - Application fee	Application fee	154.00	Non-business (0%)	154.00	155.70	155.70	1.1%	Cost Recovery
Licensing - Highways	Vehicle crossover licence - Works permission fee	Works permission fee	221.00	Non-business (0%)	221.00	223.40	223.40	1.1%	Cost Recovery
Licensing - Highways	Letter to support VCO legality - Part of house sale	Per letter	50.00	Non-business (0%)	50.00	50.60	50.60	1.2%	Cost Recovery
Licensing - Highways	Section 50 - New Roads and Street Works Act 1991: Private apparatus in the highway	Units of 200m per street	586.00	Non-business (0%)	586.00	592.50	592.50	1.1%	Cost Recovery
Document Copies - Highways	Local land charges -Provision of site drawing, electronic	Number	51.00	Standard	61.20	51.60	61.90	1.1%	Cost Recovery
Document Copies - Highways	Local land charges -Provision of controller specification	Number	53.00	Standard	63.60	53.58	64.30	1.1%	Cost Recovery

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Service	Fee or Charge	Per what?	2020/21 Fee or Charge ex VAT (£)	VAT Type	2020/21 Fee or Charge (inc VAT where applicable) (£)	Proposed 2021/22 Fee or Charge ex VAT (£)	Proposed 2021/22 Fee or Charge (inc VAT where applicable) (£)	% Increase 2021/22	Type of Charge
Document Copies - Highways	Local Land Charges -Provision of SCOOT, UTC or MOVA data	Number	99.00	Standard	118.80	100.10	120.10	1.1%	Cost Recovery
Flood Risk Management/Drainage Advice and Data	Developer enquiries (pre app advice) for housing developments - professional advice over and above risk summary data - one off charge	Hectares of development - banded	Various	Standard	Various	Various	Various	1.1%	Cost Recovery
Local Highway Operations - Markings	Access protection lines - road markings to deter parking across private access - per set	New lines	135.00	Standard	162.00	136.50	163.80	1.1%	Cost Recovery
Local Highway Operations - Markings	Access protection lines - road markings to deter parking across private access - per set	Refurbishment	135.00	Standard	162.00	136.50	163.80	1.1%	Cost Recovery
Licensing - Highways	Moving elevated work platform - Notice required	Up to 10 working days	103.00	Non-business (0%)	103.00	104.00	104.00	1.0%	Cost Recovery
Local Highway Operations	Tourist & private directional signs – Survey and admin fees (Design and manufacture costs in addition to this)	Application	319.00	Non-business (0%)	319.00	323.00	323.00	1.3%	Cost Recovery
Signs - Highways	Tourist & private directional signs - Non-refundable vetting fee	Application	128.00	Non-business (0%)	128.00	129.40	129.40	1.1%	Cost Recovery
Temp Signs - Highways	Temporary direction signs (new developments) - First 5 signs	Up to 5 signs	561.00	Non-business (0%)	561.00	567.20	567.20	1.1%	Cost Recovery
Temp Signs - Highways	Temporary direction signs (new developments) - Additional signs	Additional sign	112.00	Non-business (0%)	112.00	113.20	113.20	1.1%	Cost Recovery
TROs - Highways	TROs required as a consequence of development or another promoter	TRO	7,847.00	Non-business (0%)	7,847.00	7,933.30	7,933.30	1.1%	Cost Recovery
Licensing - Highways	Skip license - Initial 14-day license	14 days	62.00	Non-business (0%)	62.00	63.00	63.00	1.6%	Cost Recovery
Licensing - Highways	Skip license - 14-day extension	14 days	62.00	Non-business (0%)	62.00	63.00	63.00	1.6%	Cost Recovery
Licensing - Highways	Skip license - Over run fee cost recovery	License	92.00	Non-business (0%)	92.00	93.00	93.00	1.1%	Cost Recovery
Licensing - Highways	Skip license - Retrospective	Application	103.00	Non-business (0%)	103.00	104.00	104.00	1.0%	Cost Recovery
Licensing - Highways	Materials on a highway - Licence 171 to temporarily deposit building materials etc, no excavation (non-apparatus) etc OVER 24-hours: 1 to 5 days	Licence 1 to 5 days	90.00	Non-business (0%)	90.00	91.00	91.00	1.1%	Cost Recovery
Licensing - Highways	Licence 171 excavation	Licence 1 to 5 days		Non-business (0%)		592.50	592.50	New	Cost Recovery
Licensing - Highways	Moving elevated work platform - Over run fee	Day	154.00	Non-business (0%)	154.00	155.70	155.70	1.1%	Cost Recovery
Licensing - Highways	Moving elevated work platform - Admin fee for change of date	One off	36.00	Non-business (0%)	36.00	36.40	36.40	1.1%	Cost Recovery
Licensing - Highways	Scaffold - Fine for over run or failure to notify removal complete	Application	239.00	Non-business (0%)	239.00	242.00	242.00	1.3%	Cost Recovery

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Service	Fee or Charge	Per what?	2020/21 Fee or Charge ex VAT (£)	VAT Type	2020/21 Fee or Charge (inc VAT where applicable) (£)	Proposed 2021/22 Fee or Charge ex VAT (£)	Proposed 2021/22 Fee or Charge (inc VAT where applicable) (£)	% Increase 2021/22	Type of Charge
Licensing - Highways	Materials on a Highway - Licence to temporarily deposit building materials - Over run per day	Day	36.00	Non-business (0%)	36.00	36.40	36.40	1.1%	Cost Recovery
Licensing - Highways	Temp vehicle crossover licence: Developer applications - 1 to 5 properties (dwellings) on site	Application	559.00	Non-business (0%)	559.00	565.20	565.20	1.1%	Cost Recovery
Licensing - Highways	Temp vehicle crossover licence: Developer applications - 6 to 25 (dwellings) properties on site	Application	1,118.00	Non-business (0%)	1,118.00	1,130.30	1,130.30	1.1%	Cost Recovery
Licensing - Highways	Temp vehicle crossover licence: Developer applications - 25+ properties (dwellings)	Application	2,794.00	Non-business (0%)	2,794.00	2,824.70	2,824.70	1.1%	Cost Recovery
Licensing - Highways	Temporary direction signs (new developments) - unauthorised sign removal	Each sign removal	103.00	Non-business (0%)	103.00	104.10	104.10	1.1%	Cost Recovery
Traffic Signals	Temporary switch off for pedestrian crossing	Each	611.00	Non-business (0%)	611.00	617.00	617.00	1.0%	Cost Recovery
Traffic Signals	Temporary switch off for signalised junction	Each	796.00	Non-business (0%)	796.00	804.00	804.00	1.0%	Cost Recovery
Local Highway Operations	Tree planting contribution	Application	150.00	Outside scope (0%)	150.00	200.00	200.00	33.3%	Subsidised
Local Highway Operations	Various licences -Under S115E of Highways Act and Consents to temporary activities - Admin fee	Application		Non-business (0%)		Various	Various	New	Subsidised
Local Highway Operations	S59 Licence Agreements	Application		Non-business (0%)		500.00	500.00	New	Cost Recovery

Transport Fees and Charges

Service	Fee or Charge	Per what?	2020/21 Fee or Charge ex VAT (£)	VAT Type	2020/21 Fee or Charge (inc VAT where applicable) (£)	Proposed 2021/22 Fee or Charge ex VAT (£)	Proposed 2021/22 Fee or Charge (inc VAT where applicable) (£)	% Increase 2021/22	Type of Charge
Road Safety	Cycle training course - complete beginner	1 hour session	35.30	Exempt (0%)	35.30	35.70	35.70	1.13%	Cost Recovery
Road Safety	Cycle training course - beginner/road riding	1.5 hour session	41.00	Exempt (0%)	41.00	41.40	41.40	0.98%	Cost Recovery
Transport Bureau - Transport	Minibus permit S19	Permit	15.00	Non-business (0%)	15.00	15.00	15.00	0.00%	Cost Recovery
Road Safety	Experienced driver assessment	Hour	47.60	Exempt (0%)	47.60	48.10	48.10	1.05%	Cost Recovery
Road Safety	Cycle training course - advanced	2 hour	46.10	Exempt (0%)	46.10	46.60	46.60	1.08%	Cost Recovery
Transport Bureau - Transport	English National Concessionary Travel Scheme - replacement bus pass	Pass	10.00	Exempt (0%)	10.00	10.00	10.00	0.00%	Cost Recovery
Transport Bureau - Transport	Transport DBS – DBS Checks for external transport staff	Check	70.00	Non-business (0%)	70.00	72.00	72.00	2.86%	Cost Recovery