

# Public Document Pack



**Cherwell**

DISTRICT COUNCIL  
NORTH OXFORDSHIRE

**Committee:** Budget Planning Committee

**Date:** Tuesday 5 December 2023

**Time:** 6.30 pm

**Venue:** Bodicote House, Bodicote, Banbury, Oxon OX15 4AA

## Membership

**Councillor Patrick Clarke  
(Chairman)**

Councillor Tom Beckett

Councillor Donna Ford

Councillor Matt Hodgson

Councillor Adam Nell

Councillor Barry Wood

**Councillor Douglas Webb (Vice-Chairman)**

Councillor Becky Clarke MBE

Councillor David Hingley

Councillor Simon Lytton

Councillor Dorothy Walker

Councillor Sean Woodcock

## AGENDA

### 1. Apologies for Absence and Notification of Substitute Members

### 2. Declarations of Interest

Members are asked to declare any interest and the nature of that interest which they may have in any of the items under consideration at this meeting.

### 3. Minutes (Pages 5 - 10)

To confirm as a correct record the minutes of the meeting held on 31 October 2023.

### 4. Chairman's Announcements

To receive communications from the Chairman.

### 5. Urgent Business

The Chairman to advise whether they have agreed to any item of urgent business being admitted to the agenda.

**6. 2024/25 Budget Proposals - Revenue and Capital and Fees & Charges (Pages 11 - 84)**

Report of the Assistant Director of Finance (S151 Officer)

**Purpose of report**

This report sets out the capital bids, revenue savings proposals and budget pressures for Cherwell District Council for the period 2024/25 to 2028/29 and proposed Fees & Charges schedule for 2024/25. Feedback on the savings proposals will be taken into account as part of the overall response to the budget consultation. Feedback from the Committee on the revenue pressures, capital bids and Fees & Charges will be provided to the Executive to consider in finalising its budget proposals for Council.

**Recommendations**

The meeting is recommended to:

- 1.1 Provide feedback on the capital bids, revenue savings proposals, budget pressures and Fees & Charges schedule to provide to the Executive to consider in finalising its 2024/25 budget proposal.

**7. Exclusion of Press and Public**

The following report(s) contain exempt information as defined in the following paragraph(s) of Part 1, Schedule 12A of Local Government Act 1972.

2- Information which is likely to reveal the identity of an individual.

3- Information relating to the financial or business affairs of any particular person (including the authority holding that information).

Members are reminded that whilst the following item(s) have been marked as exempt, it is for the meeting to decide whether or not to consider each of them in private or in public. In making the decision, members should balance the interests of individuals or the Council itself in having access to the information. In considering their discretion members should also be mindful of the advice of Council Officers.

Should Members decide not to make a decision in public, they are recommended to resolve as follows:

“That under Section 100A of the Local Government Act 1972, the public and press be excluded from the meeting for the following item(s) of business on the grounds that, if the public and press were present, it would be likely that exempt information falling under the provisions of Schedule 12A, Part I, Paragraph 2 and 3 would be disclosed to them, and that in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.”

**8. 2024/25 Budget Proposals - Revenue and Capital and Fees & Charges - Exempt Appendix (Pages 85 - 92)**

## **9. Readmittance of the Press and Public**

The Committee to resolve to readmit the press and public

## **10. 2024/25 Budget Proposals - Revenue and Capital and Fees & Charges**

The Committee to agree comments and recommendations to Executive

## **11. Review of Committee Work Plan (Pages 93 - 94)**

To review the Committee Work Plan.

**Councillors are requested to collect any post from their pigeon hole in the Members Room at the end of the meeting.**

## **Information about this Meeting**

### **Apologies for Absence**

Apologies for absence should be notified to [democracy@cherwell-dc.gov.uk](mailto:democracy@cherwell-dc.gov.uk) or 01295 221534 prior to the start of the meeting.

### **Declarations of Interest**

Members are asked to declare interests at item 2 on the agenda or if arriving after the start of the meeting, at the start of the relevant agenda item.

### **Local Government and Finance Act 1992 – Budget Setting, Contracts & Supplementary Estimates**

Members are reminded that any member who is two months in arrears with Council Tax must declare the fact and may speak but not vote on any decision which involves budget setting, extending or agreeing contracts or incurring expenditure not provided for in the agreed budget for a given year and could affect calculations on the level of Council Tax.

### **Evacuation Procedure**

When the continuous alarm sounds you must evacuate the building by the nearest available fire exit. Members and visitors should proceed to the car park as directed by Democratic Services staff and await further instructions.

### **Access to Meetings**

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### **Mobile Phones**

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### **Webcasting and Broadcasting Notice**

The meeting will be recorded by the council for live and/or subsequent broadcast on the council's website. The whole of the meeting will be recorded, except when confidential or exempt items are being considered. The webcast will be retained on the website for 6 months.

If you make a representation to the meeting, you will be deemed by the council to have consented to being recorded. By entering the Council Chamber, you are consenting to being recorded and to the possible use of those images for and sound recordings for webcasting and/or training purposes.

The council is obliged, by law, to allow members of the public to take photographs, film, audio-record, and report on proceedings. The council will only seek to prevent this should it be undertaken in a disruptive or otherwise inappropriate manner.

### **Queries Regarding this Agenda**

Please contact Matt Swinford, Democratic and Elections Team [democracy@cherwell-dc.gov.uk](mailto:democracy@cherwell-dc.gov.uk), 01295 221591

**Yvonne Rees**  
**Chief Executive**

Published on Monday 27 November 2023

## **Cherwell District Council**

### **Budget Planning Committee**

Minutes of a meeting of the Budget Planning Committee held at Bodicote House, Bodicote, Banbury, Oxon OX15 4AA, on 31 October 2023 at 6.30 pm

#### Present:

Councillor Patrick Clarke (Chairman)  
Councillor Douglas Webb (Vice-Chairman)  
Councillor Tom Beckett  
Councillor Donna Ford  
Councillor David Hingley  
Councillor Matt Hodgson  
Councillor Simon Lytton  
Councillor Adam Nell  
Councillor Barry Wood

#### Substitute Members:

Councillor Amanda Watkins (In place of Councillor Sean Woodcock)

#### Apologies for absence:

Councillor Becky Clarke MBE  
Councillor Dorothy Walker  
Councillor Sean Woodcock

#### Officers:

Joanne Kaye, Head of Finance and Deputy Section 151 Officer  
Matt Swinford, Democratic and Elections Officer

#### Officers Attending Virtually:

Shona Ware, Assistant Director Customer Focus  
Leanne Lock, Strategic Business Partner - Business Partnering & Controls  
Lynsey Parkinson, Strategic Business Partner – Corporate

## 18 **Declarations of Interest**

There were no declarations of interest.

## 19 **Minutes**

The minutes of the meeting held on 26 September 2023 were agreed as a correct record and signed by the Chairman.

20 **Chairman's Announcements**

The Chairman advised that she had agreed to re-order the agenda. Agenda item 8, Budget Consultation, would be brought forward and heard before agenda item 6. The rest of the agenda order would stay the same.

21 **Urgent Business**

There were no items of urgent business.

22 **Budget Consultation**

The Assistant Director Customer Focus gave a presentation on how the council's budget consultation was prepared and undertaken.

The Assistant Director Customer Focus explained that the budget consultation would explain the council's budget situation and what the budget gap was. The budget proposals put forward intended to minimise the impact on residents whilst bridging the budget gap.

The Assistant Director Customer Focus advised that the consultation approach would differ from the previous year as each proposal listed in the questionnaire would require the respondent to tick whether or not they agreed with the saving proposal. If a proposal was not supported, the respondent would be asked to provide reasons and have an opportunity to suggest alternative proposals to bridge the budget gap.

The consultation would be promoted through the council's regular communication channels. The availability of alternative formats on request would be advertised.

**Resolved**

(1) That the presentation be noted.

23 **Local Government Finance**

The Chairman advised that further to a request at the previous Budget Planning Committee, Members would receive presentation on local Government finance.

The Head of Finance explained that local Government finance was currently made up of four key elements: council tax, business rates, new homes bonus and revenues support grant. Forecasting these elements for the Medium-Term Financial Strategy (MTFS) was complicated and the council therefore

used Pixel Financial Management, a funding advisory service that advised the council on modelling of business rates and council tax.

The Head of Finance, introduced Adrian Jenkins, Founder and Chief Analyst of Pixel Financial Management, who gave a presentation which provided an overview of council funding, including central funding, business rates and other income.

Adrian advised the Committee that for councils to forecast what would happen was difficult due to planned changes not taking place as expected and subsequently not knowing when they would take place. For example, changes to business rate retention and no full four year run of spending reviews since 2015.

Adrian advised that the Consumer Price Index (CPI) determined a lot of funding within local government and was the measure to set the business rate multiplier and increase revenue support grant. The CPI for September 2023 was 6.7% which meant there would be a 6.7% increase in core grants received however other aspects remained above CPI. Therefore, even though there will be an increase in core grants received there will likely be larger pressures from inflation in public sector pay awards.

Adrian explained that there had been big increases in social care grants with £80million taken from local government service grants being put into social care grants. This meant that council's without social care responsibilities would receive a reduced service grant.

The Committee was advised that the local government finance settlement for 2024/25 would be announced in mid-December as had been the case in previous years, which did not assist council's in their own budget setting. A policy statement was released by the Government prior to the provisional settlement which did not include exact figures but provided an overview of what would be included.

Adrian explained that it was expected that CPI would fall relatively quickly in the coming months so the Government should meet its goal of halving inflation by the end of year.

Adrian Jenkins explained that the Institute for Fiscal Studies (IFS) had advised that over the next four-year spending review period from 2025/26, public sector spending would increase by 1% in real terms but it was anticipated this would be in areas such as social care, defence and the NHS so may lead to reduced spending in other areas, including local government.

In response to a question regarding the plan to push back the reset of the Business Rates baseline, Adrian advised that 2026/27 was the first year that it could happen, however this would be dependent on whether whomever formed a Government following the General Election was prepared to use political capital to put through the reset. Responding to a further question regarding if there would be a Government consultation on the methodology for the business rates reset, Adrian advised that it was anticipated there would be

a consultation in stages which would allow local authorities an opportunity help shape the reset.

In response to a question seeking details of funding received by Cherwell District Council over the last five to ten years, Adrian advised he would liaise with the Head of Finance to circulate further information after the meeting. He explained that overall spending fell by 20% to 30% in the early 2010s but since 2015 there had been growth with a bigger increase in core spending power and core grants had been increased with inflation.

Following a comment by the Committee regarding the potential end of new homes bonus, Adrian advised that the new homes bonus, a bonus given to councils for every house built within the authority area would likely continue until 2025/26.

The Chairman thanked Adrian for the informative presentation.

### **Resolved**

- (1) That the presentation be noted.

## 24 **Monthly Finance Performance Report**

The Assistant Director of Finance submitted a report that summarised Cherwell District Council's (CDC's) forecast revenue and capital outturn for 2023/2024 as at 31 August 2023.

The Portfolio Holder for Finance, Councillor Nell, explained that the revenue outturn position for 2023/24 was currently forecast as an overspend of £0.656m. Planning and Development had the top variance, 31.9% due to income projections being lower than expected and agency costs.

In relation to the capital budget, the Portfolio Holder for Finance advised that there was a forecast in-year underspend of £7.165m of which £7.121m was to be reprofiled into future years due to changes in programme timetables. There was an overall forecast decrease in the total cost of schemes.

### **Resolved**

- (1) That the report be noted.

## 25 **Review of Committee Work Plan**

The Strategic Business Partner – Business Partnering & Controls gave a verbal update of the committee work advising that at the next scheduled meeting on 31 October 2023, the Committee would consider 2024/25 Budget Proposals for Revenue and Capital and Fees and Charges.

### **Resolved**



- (1) That the update on the Committee Work plan be noted.

The meeting ended at 7.35 pm

Chairman:

Date:

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## **Cherwell District Council**

### **Budget Planning Committee**

**Date of Meeting 5 December 2023**

**Budget Proposals 2024/25 – 2028/29**

### **Report of the Assistant Director of Finance (S151 Officer)**

This report is public, with the exception of Appendix 2b which is exempt by virtue of Paragraphs 2 and 3 of Schedule 12a of the Local Government Act 1972.

#### **Purpose of report**

This report sets out the capital bids, revenue savings proposals and budget pressures for Cherwell District Council for the period 2024/25 to 2028/29 and proposed Fees & Charges schedule for 2024/25. Feedback on the savings proposals will be taken into account as part of the overall response to the budget consultation. Feedback from the Committee on the revenue pressures, capital bids and Fees & Charges will be provided to the Executive to consider in finalising its budget proposals for Council.

#### **1.0 Recommendations**

The meeting is recommended to:

- 1.1 Provide feedback on the capital bids, revenue savings proposals, budget pressures and Fees & Charges schedule to provide to the Executive to consider in finalising its 2024/25 budget proposal.

#### **2.0 Introduction**

- 2.1 Cherwell District Council's (the council) Medium Term Financial Strategy (MTFS) agreed at Council in February 2023 identified a significant funding gap between its spending plans and forecast available resources of £4.64m in 2024/25. Therefore, the council has been aware that it would be required to identify significant savings proposals for 2024/25.
- 2.2 The Cost-of-Living Crisis and the associated financial impacts and uncertainty this has caused have made planning for the 2024/25 budget and updated Medium Term Financial Strategy (MTFS) very challenging. At the time of publishing this report, details of Government funding at individual local authority level for 2024/25 have not been announced and there are no indications of the levels of funding that the Government will provide the local authority sector beyond 2024/25 as set out in the 2021 Spending Review.
- 2.3 The Autumn Statement on 22 November 2023, indicated that sector wide funding levels in the Spending Review for 2022/23 – 2024/25, as published in 2021, would be maintained, but did not provide the necessary detail for individual local authority

allocations. No new funding has been announced for local authorities beyond the assumed business rates increases that already assumed in the council's MTFs, despite the inflationary challenges the council faces.

- 2.4 Looking beyond 2024/25, prospects for local government finance settlements in the next spending review period look likely to be constrained. There is no change in the overall planned increase in Resource Departmental Expenditure (RDEL) of 1% in real terms. But that means real-terms cuts for unprotected services, including most of local government. The Chancellor is looking to introduce a target of 0.5% annual productivity improvements. It is anticipated that the Government will announce a policy statement on local government funding for 2024/25 in early December 2023 and individual local authority allocations for 2024/25 in late December 2023 as part of the Provisional Local Government Finance Settlement. It is unlikely that any announcements will be made about later years.
- 2.5 The council began a consultation on its proposed savings for 2024/25 on 24 November 2023, with the consultation closing on 22 December 2023. In February 2024, as part of their proposed budget for 2024/25, the Executive will consider feedback from Budget Planning Committee on the budget proposals; it will also consider feedback from the public on the budget consultation taking place. In determining which of the budget proposals will be included in the proposed budget for 2024/25, the Executive will also consider the outcome of the Provisional Local Government Finance Settlement and other resources available through Council Tax and Business Rates.

## **3.0 Report Details**

### **Funding Assumptions**

- 3.1 The Spending Review for 2022/23 – 2024/25 was announced on 27 October 2021. The Spending Review confirmed the headline Local Government-wide allocations for three years, but no local authority specific allocations have been announced beyond 2023/24. The Chancellor announced the Autumn Statement on 22 November 2023. Whilst no local authority specific allocations were announced for 2024/25, this did reconfirm the final year of the Spending Review headline allocations. A continuation of business rates reliefs has also been announced and it has been confirmed that local authorities will be compensated for these in full.
- 3.2 The provisional Local Government Finance Settlement for 2024/25 sets out the specific levels of funding for councils. This is not expected to be published until late December 2023.

### **Government Grants**

- 3.3 There have been no further announcements about the future of New Homes Bonus (NHB) at the time of writing this report and how any replacement scheme may operate. Therefore, the council is continuing to plan on the basis that NHB will continue to be phased out. As no announcements have been made, the council is assuming it will receive £1.4m in 2024/25 only in line with the previous approach to distribution.

- 3.4 In 2023/24 the council received a one-off Funding Guarantee Grant of £2.8m to ensure that it did not suffer a reduction in Spending Power. There were no announcements as part of the Autumn Statement on whether this grant would continue.
- 3.5 As there have been no specific announcements or consultations in the lead up to the budget and business planning process, the council has assumed that the Government will provide a “roll over settlement” in the same way as has happened in previous years. This means that the council is assuming it will receive 1 year’s funding for both New Homes Bonus and Funding Guarantee Grant in 2024/25. Allocations specific to the council will not be received until the Provisional Local Government Finance Settlement is announced (expected late December 2023).

### **Business Rates**

- 3.6 The council has been extremely successful in supporting the local economy to grow since the introduction of the Business Rates Retention Scheme in 2013/14. This meant that the amount of business rates the council could retain has grown significantly since the scheme was introduced. The government has been planning to review the Business Rates Retention Scheme to redistribute resources across local government. This would result in the council retaining significantly less income than we have in previous years. The government has delayed the reset on a number of occasions, and it is now not expected to be introduced until April 2025 at the earliest.
- 3.7 The MTFS approved in February 2023 assumed that the Business Rates reset would take place in April 2025 and that the business rates related income the council would be able to retain in 2024/25 would reduce from £17.1m to £14.6m as a result of a prior year surplus dropping out and would reduce still further in 2025/26 to just £4.4m.
- 3.8 The Government has indicated the introduction of the Business Rates reset is unlikely to be implemented all in year one and would most likely feature some form of transition. There has been no indication what that would look like, therefore, the new MTFS forecast of income the council will assume a reset phased evenly over the three years 2025/26 – 2027/28. This results in an improved forecast for 2025/26 and 2026/27, but results in no change over the full MTFS period.

### **Council Tax**

- 3.9 Due to the continuing economic impact the Cost-of-Living crisis, the council revised its forecasts of Council Tax income down within the MTFS in February 2023. It is currently assumed that Council Tax related income will remain broadly the same as the forecasts made in February 2023.
- 3.10 As in previous years, the current assumptions are that the Government will place a referendum limit of a £5 increase on Band D Council Tax. This will equate to a 3.4% increase on the council’s 2023/24 Band D Council Tax of £148.50. The Government’s policy statement of December 2022 indicated that “the core council tax referendum principles will continue the same as 2023/24”. The council interprets this to mean that the referendum limit will also continue to be a minimum of a £5 increase in Band D Council Tax as part of the Provisional Local Government Finance Settlement. An additional £5 increase has been assumed in each year of the MTFS.

## **Corporate Updates**

- 3.11 The council has considered a number of items that have been reviewed as part of a corporate assessment that do not form part of the budget consultation as they are unavoidable, or policy decisions have already been taken. These include:
- setting aside a corporate figure for inflation
  - interest rates
  - Minimum Revenue Provision
  - areas where policy decisions have been taken
- 3.12 Inflation remains higher than government targets and the council is not immune to its impact. In order to address cost pressures relating to inflation, officers have reviewed and reflected inflationary increases within contracts. This has resulted in £1.6m of allowance for inflation in 2024/25. This figure also includes assumptions relating to pay inflation and inflation on our fees and charges (where applicable).
- 3.13 Interest rates have also put pressure on the council's borrowing costs. To mitigate this, in July 2022 Officers, in consultation with the council's treasury advisors and the Portfolio Holder for Finance, took out Public Works Loan Board loans ranging from 5 to 10 years. This has allowed the council to refinance its essentially variable rate short-term borrowing from other Local Authorities when they came due. The final local authority loan matured in November 2023. This has reduced the council's exposure to interest rate refinancing risk.
- 3.14 The council has taken a number of policy decisions, such as increasing the fees for Garden Waste. As decisions have already been taken these do not need to be consulted on. There are also a number of operational efficiencies which do not impact on customers so these also do not need to be consulted on.
- 3.15 The council is reviewing all of its buildings to maximise their potential, reduce costs and increase revenue through maximising the space used, including Castle Quay. The MTFS has been updated to reflect the assets owned and used by the council and the income they generate. This is against a backdrop of the council undertaking work to maximise their potential benefit to the council, residents, businesses, and partners which will be reflected in future budget updates.
- 3.16 No assumptions regarding the financial implications of the potential move to CQ have been built into the MTFS as the Executive decision was subject to Council approving the budget. The draft 2024/25 budget is a living document, and as developments proceed, these will then be fed into the MTFS.

## **Budget Pressures**

- 3.17 In addition to the current uncertainty around future government funding the council has also identified a number of additional budget pressures that it is anticipating will need to be funded in 2024/25 and beyond. A large proportion of these relate to supporting the climate agenda and producing the Local Plan. Pressures identified and proposed to be funded in the period 2024/25 – 2028/29 are set out in Table 1. Details are set out in Appendix 1.

*Table 1: Budget Pressures*

Directorate	2024/25 £m	2025/26 £m	2026/27 £m	2027/28 £m	2028/29 £m	Ongoing Impact £m
Communities	0.325	(0.125)	0	0	0	0.200
Resources	0.268	(0.075)	0	0	0	0.193
Chief Executive	0.066	(0.066)	0	0	0	0
<b>Total Pressures</b>	<b>0.659</b>	<b>(0.266)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.393</b>

## Operational Efficiencies

3.18 As part of the council's commitment to delivering value for money, and through a process of continuous improvement, operational efficiencies of £1.221m have been identified for 2024/25. These do not have an impact on service delivery or impact Cherwell residents and so are not included in the public consultation. Details of the efficiencies can be found in Exempt Appendix 2b. This report is exempt because it contains potential internal impacts which have yet to be finalised. These will be made public prior to budget approval in February 2024.

## Financial Impact of Reduced Funding and Budget Pressures

3.19 After considering the changes in funding, pressures and inflation assumptions, in order to set a balanced budget, new savings of £0.300m have been identified for 2024/25 as shown in Table 2 below. As set out in paragraph 3.22, the council is consulting on the new savings for 2024/25 shown in Table 3 and detailed in Appendix 2.

*Table 2: Medium Term Financial Strategy*

	2024/25	2025/26	2026/27	2027/28	2028/29	Ongoing Impact
	£m	£m	£m	£m	£m	£m
<b>Feb 2023 Funding Gap/(Surplus)</b>	4.674	13.078	0.966	(0.155)	0.537	19.100
Corporate Items	(3.990)	(6.506)	3.230	3.344	(1.083)	(5.005)
Directorate Growth Items	0.659	(0.266)	0.000	0.000	0.000	0.393
Operational Efficiencies	(1.221)	0.184	(0.001)	(0.001)	(0.001)	(1.040)
New Savings Proposals	(0.300)	0.000	0.000	0.000	0.000	(0.300)
<b>Funding Gap/(Surplus)</b>	<b>(0.178)</b>	<b>6.490</b>	<b>4.195</b>	<b>3.188</b>	<b>(0.547)</b>	<b>13.148</b>

## Savings Proposals

3.20 New savings proposals totalling £0.300m in 2024/25 have been identified and are being consulted upon as set out in Table 3. Details are set out in Appendix 2. In addition, £1.221m of operational efficiencies have been identified and are also included in Appendix 2.

*Table 3: Savings Proposals*

Directorate	2024/25 £m	2025/26 £m	2026/27 £m	2027/28 £m	2028/29 £m	Ongoing Impact £m
Communities	(0.002)	0.000	0.000	0.000	0.000	(0.002)
Chief Executive	(0.298)	0.000	0.000	0.000	0.000	(0.298)
<b>Total Savings Proposals</b>	<b>(0.300)</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>	<b>0.000</b>	<b>(0.300)</b>

### Medium Term Financial Forecast

- 3.21 The latest assumption is that the implementation of new funding reforms including a business rates reset will take place in 2025/26. As no specific detail has been issued, the council is also assuming a “roll forward” financial settlement from the Government for 2024/25, the final year of the Spending Review Period. This means that the council has assumed that New Homes Bonus payments based on historic performance will no longer be received but one-year annual payments for current performance will be, along with the continuation of Funding Guarantee Grant for the 2024/25 only.
- 3.22 After taking into account the assumed phased reduction in a business rates reset and other corporate updates detailed in sections 3.1 – 3.16, the savings gap to address in future years has changed to the profile found in Table 2 above. This sees the council’s challenge for future years reduce in total across the period from £19.1m forecast in Feb 2023 to £13.1m. By assuming a phased reset over three years, the scale of the savings currently forecast to be required for 2025/26 has reduced, but still presents a significant challenge to the council. Additionally further savings are required in 2026/27 and 2027/28, but there is additional time to plan for these.
- 3.23 Therefore, the council recognises that it has considerably more work to do to identify the additional savings that will be required in 2025/26 and beyond and has introduced a Transformation Programme to begin the process to identify these. This forecast is carried out at a time of considerable uncertainty surrounding Local Government resources pending the announcement of the Provisional Settlement. The MTFS position will be updated following the Local Government Finance Settlement and taken into consideration when finalising budget proposals. At the same time, the council will continue to lobby the Government on how it intends to introduce the business rates reset to see if there is any opportunity to introduce a more beneficial approach.

### Council Priorities 2024/25

- 3.24 The budget proposals being consulted upon take into consideration the ability for the council to continue to progress its priorities. The council’s Vision is to be a place where communities thrive, and businesses grow. Its four key strategic priorities are:
- Housing that meets your needs
  - Leading on environmental sustainability
  - An enterprising economy with strong and vibrant local centres
  - Healthy, resilient and engaged communities
- In addition to the above strategic priorities, the council will continue to make progress against the themes supporting all that we do. The budget proposals will enable the council to deliver its Annual Delivery Plan 2024/25, which will be approved by Executive in February 2024.



## Capital Bids

- 3.25 The council has a varied capital programme to deliver on its corporate priorities. The council recognises it is consulting on revenue savings in 2024/25 and with significantly greater levels of savings anticipated in future years. Therefore, the council has sought to maximise capital bids to be funded from external sources of funding and keep the value of new capital bids proposed for 2024/25, which are required to be funded by borrowing, to a minimum. In addition, the current capital programme has been reviewed to ensure the projects previously approved still provide good value for money and meet the council's corporate priorities.
- 3.26 The new capital bids have a total value of £10.5m. Grants and other funding are available amounting to £9.3m, making the council's net capital spend on new bids £1.2m. These have a focus on spend to save, asset management and climate sustainability proposals to keep the additional borrowing costs that will need to be included in the revenue budget to a minimum. The largest individual bids are for £5.4m to deliver a new learner pool at Bicester & Ploughley Leisure Centre, £1.6m to redevelop the 3G pitch at North Oxfordshire Academy, and £1.7m to enable the delivery of additional affordable accommodation across the district in partnership with Registered Providers. A summary of the capital bids by Directorate is set out in Table 4 and the individual bids are set out in Appendix 3.

Table 4: Summary of Capital Bids by Directorate

<b>Directorates</b>	<b>Total Project Cost £m</b>	<b>Grants and other Funding £m</b>	<b>Net Total Project Cost to Council £m</b>
Chief Executive	9.379	(9.267)	0.112
Communities	0.675	0.000	0.675
Resources	0.430	0.000	0.430
<b>Grand Total</b>	<b>10.484</b>	<b>(9.267)</b>	<b>1.217</b>

- 3.27 The capital programme is for 5 years, and some projects have had to make assumptions about when S106 grant income will be received and so the timetable for delivery of these will be reviewed annually to consider the level of grant funding received.

## Budget Approval

- 3.28 Executive will make its budget proposal to Council on 5 February 2024 and will consider comments from BPC and feedback from the public consultation. As well as the capital bids and revenue pressures and savings, this will include:
- Annual Delivery Plan 2024/25
  - Capital and Investment Strategy
  - Treasury Management Strategy
  - Capital Programme

- Earmarked Reserves and General Balances Policy
- Fees and Charges Schedule
- Pay Policy Statement

Council will then consider the Budget at its meeting on 26 February 2024.

### **Fees & Charges**

- 3.29 The council also relies on fees and charges for products and services to help balance its net budget. Fees and charges should be set on a full cost recovery basis and reviewed annually. As a base planning assumption for 2024/25, it was assumed that all fees and charges that can be set by the council will be increased by a minimum of 10% to reflect the level of inflation the council has experienced in order to ensure that its costs are recovered for its products and services. A full schedule of the fees and charges proposals for 2024/25 can be found in Appendix 4.

### **Equality Impact**

- 3.30 The Equality Act 2010 imposes a duty on local authorities that, when making decisions of a strategic nature, decision makers must exercise 'due regard to the need to eliminate unlawful discrimination... advance equality of opportunity... and foster good relations.'
- 3.31 In developing budget proposals, services have considered the potential impact of change with respect to equality, diversity and inclusion, in line with our framework: *Including Everyone*. The budget engagement document summarises each service proposal and the response to the engagement will help inform the final assessment of equality impact. Following the public engagement, where a potential material service impact has been identified, an Equality Impact Assessment will be finalised. Individual assessments and an overarching summary impact assessment, taking into account the overall impact of the budget proposals, will be included within the Business & Budget Planning Report to Cabinet on Executive in February 2024 to inform the decision-making process. Appendix 5 details the overall Equality Impact Assessment (EIA) for the savings proposals and Appendix 5b relates specifically to the proposed new bin charges.

## **4.0 Conclusion and Reasons for Recommendations**

- 4.1 Budget Planning Committee is asked to comment and provide feedback to the Executive on the capital bids, revenue savings proposals, budget pressures and proposed Fees & Charges for 2024/25 and beyond. This will form part of the overall consultation process for the production of the 2024/25 Budget and Annual Delivery Plan.

## **5.0 Consultation**

- 5.1 Budget Planning Committee is meeting to discuss the budget proposals as part of the overall consultation on the council's budget for 2024/25.

## **6.0 Alternative Options and Reasons for Rejection**

- 6.1 There are no alternative options. This report consists of budget proposals which are being consulted on and no decisions have taken place at this stage. The council is looking for responses to the budget proposals to be considered in finalising the budget for 2024/25, which will be proposed by the Executive and then considered by council in February 2024.

## **7.0 Implications**

### **Financial and Resource Implications**

- 7.1 There are no immediate financial implications associated with this report. It is a consultation on budget proposals for 2024/25 and beyond for which no decisions have yet been taken.

Comments checked by:

Michael Furness, Assistant Director of Finance, 01295 221845,  
[michael.furness@cherwell-dc.gov.uk](mailto:michael.furness@cherwell-dc.gov.uk)

### **Legal Implications**

- 7.2 The provisions of the Local Government Finance Act 1992 set out what the council has to base its budget calculations upon and require the council to set a balance budget with regard to the advice of its section 151 officer. The setting of the budget is a function reserved to full Council, who will consider the draft budget as prepared by the Executive. This report, alongside the consultation document issued on 24 November 2023, form part of that process.

Comments checked by:

Shahin Ismail, Legal Services Manager  
[Shahin.Ismail@cherwell-dc.gov.uk](mailto:Shahin.Ismail@cherwell-dc.gov.uk)

### **Risk Implications**

- 7.3 There are no risk implications arising directly from this report. The budget consultation alongside this report form part of the process the council must go through in setting its budget for 2024/25.

Comments checked by:

Celia Prado-Teeling, Performance & Insight Team Leader, 01295 221556  
[Celia.prado-teeling@cherwell-dc.gov.uk](mailto:Celia.prado-teeling@cherwell-dc.gov.uk)

### **Equalities and Inclusion Implications**

- 7.4 The approach to assessing equality impact of the budget and business planning process is addressed in the body of this report.

Comments checked by:

Celia Prado-Teeling, Performance & Insight Team Leader, 01295 221556  
[Celia.prado-teeling@cherwell-dc.gov.uk](mailto:Celia.prado-teeling@cherwell-dc.gov.uk)

## **Sustainability Implications**

- 7.5 To support the delivery of the council's Climate Action Framework, the potential impact of budget proposals on the council's ability to meet climate commitments was assessed. An overarching Climate Impact Assessment will be produced to append to the reports to the Executive and Council in February 2024.
- 7.6 Most of the proposals put forward were deemed by services to not impact the council's ability to meet our climate action commitments.

Comments checked by:  
Jo Miskin, Climate Action Manager  
[Jo.Miskin@cherwell-dc.gov.uk](mailto:Jo.Miskin@cherwell-dc.gov.uk)

## **8.0 Decision Information**

**Key Decision** N/A

**Financial Threshold Met:** N/A

**Community Impact Threshold Met:** N/A

**Wards Affected**

All

**Links to Corporate Plan and Policy Framework**

Links to all areas of the Corporate Plan.

**Lead Councillor**

Councillor Adam Nell

**Document Information**

**Appendix number and title**

- Appendix 1 – Proposed Budget Pressures
- Appendix 2 – Savings Proposals
- Exempt Appendix 2b – Operational Efficiencies
- Appendix 3 – Capital Bids
- Appendix 4 – Fees & Charges Schedule
- Appendix 5 – Equality Impact Assessment 2024/25 – Budget Proposals
- Appendix 5b – Equality Impact Assessment 2024/25 – Bin Charges

**Public Consultation Link**

- [2024/25 Budget Consultation Document](#)

**Report Author and contact details**

Joanne Kaye, Head of Finance, 01295 221545, [joanne.kaye@cherwell-dc.gov.uk](mailto:joanne.kaye@cherwell-dc.gov.uk)

## Wellbeing & Housing - Pressures

Reference	Service Activity	Title	Description	2024/25 (£m)	Total MTFS (£m)
PAFFH242	Housing Assets	Reduction in income	The completion date for the repairs to Town Centre House has reduced the window of time we have for collecting rent on the property.– to be funded from Market Risk Reserve	0.066	0
			<b>Total</b>	<b>0.066</b>	<b>0</b>

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## Environmental Services Pressures

Reference	Service	Title	Description	2024/25 (£m)	Total MTFS (£m)
PENVT241	Env Strategies	Additional resource	Increasing the resources needed to support the delivery of the council's Climate Change Agenda	0.045	0.045
			<b>Total</b>	<b>0.045</b>	<b>0.045</b>

# Planning and Development - Pressures

Reference	Service activity	Title	Description	2024/25 (£m)	Total MTFS (£m)
PDMAN241	Development Management	Additional resource	Recruiting an additional ecologist to support new statutory requirements – <b>to be offset initially by use of reserve for 3 years</b>	0.080	0.080
PPOL241	Planning Policy	Additional costs	Increasing the budget to reflect the true costs of Local Plan Examinations – <b>to be offset by use of other reserves</b>	0.200	0.075
			<b>Total</b>	<b>0.280</b>	<b>0.155</b>

# Law & Governance Pressures

Appendix 1

Reference	Service	Title	Description	2024/25 (£m)	Total MTFS (£m)
PDEMO241	Democratic	Additional resources	Improving annual member induction and training programme	0.003	0.003
PELEC241 PELEC242	Elections	Additional resources	Changing the way we run and support local elections to reflect new legislative requirements	0.110	0.110
PLEGL241	Legal	Additional resources	Improving our legal case management system	0.017	0.017
PLEGL242	Legal	Additional resources	Increasing access to external legal resources	0.007	0.007
PPROC241	Procurement	Additional resources	Increasing the number of licenses for the Council's procurement system	0.009	0.009
			Total	0.146	0.146

# Property Pressures

Appendix 1

Reference	Service	Title	Description	2024/25 (£m)	Total MTFS (£m)
PPREV241	Property – Corporate (Revenue)	Additional resources	Carrying out condition surveys of all our property assets <b>To be offset by use of Market Risk reserve</b>	0.090	0.015
			<b>Total</b>	<b>0.090</b>	<b>0.015</b>

# ICT Pressures

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Reference	Service	Title	Description	2024/25 (£m)	Total MTFS (£m)
PITBS241	IT - Business Systems, Support & Infrastructure	Additional resources	Additional email security, and cyber awareness training to help prevent cyber-attacks.	0.014	0.014
PITBS242	IT - Business Systems, Support & Infrastructure	Additional resources	Improving disaster recovery measures.	0.008	0.008
PITBS243	IT - Business Systems, Support & Infrastructure	Additional resources	Introducing automatic IT updates to systems and applications.	0.010	0.010
			<b>Total</b>	<b>0.032</b>	<b>0.032</b>



# Wellbeing & Housing - Savings

Reference	Service Activity	Title	Description	2024/25 (£m)	Total MTFS (£m)
SHOSD241	Housing Standards	Additional income	To better reflect the service we provide, and changes in the housing market, increase the license fees for Houses in Multiple Occupation by 10%	(0.002)	(0.002)
			<b>Total</b>	<b>(0.002)</b>	<b>(0.002)</b>

# Regulatory – Savings

Reference	Service	Title	Description	2024/25 (£m)	Total MTFS (£m)
SCSAF241	Community Safety	Cost reduction	Reviewing CCTV coverage across the district to remove duplication or no longer necessary coverage where appropriate to reduce monitoring and maintenance costs.	(0.030)	(0.030)
			<b>Total</b>	<b>(0.030)</b>	<b>(0.030)</b>

# Environmental Savings

## Appendix 2

Reference	Service	Title	Description	2024/25 (£m)	Total MTFS (£m)
SSCEN241	Street Scene	Additional Income	Providing playground inspections internally.	(0.025)	(0.025)
SVEHM241	Env Serv – Vehicle Maintenance	Additional income	Generate additional income from inspecting Taxis by widening the MOT offer	(0.010)	(0.010)
SWAST243	Waste & Recycling	Cost recovery	Introduce a charge for replacing bins and food caddies that are lost or damaged (except for any damage caused by the crews when emptying them). This is also in line with other councils. £40 for a wheeled bin £10 for a large food caddy £5 for a small food caddy.	(0.075)	(0.075)
SWAST241	Waste & Recycling	Cost recovery	To introduce a range of charges for collecting different bulky waste items to better reflect the actual cost of providing this service rather than one fixed cost. To introduce a premium service for urgent collections.	(0.010)	(0.010)
SCLEA242	Street Cleansing	Operational efficiency	Changing the working pattern of our street cleansing service to ensure we maintain high standards but reduce operational costs	(0.070)	(0.070)
SPCON242	Public Conveniences	Cost reduction	Only retain and maintain CDC owned public conveniences that are fully accessible. This would mean keeping the Changing Places facilities in Bicester, Banbury and Kidlington and closing the public conveniences at Banbury Bus Station and Pioneer Square that do not meet these standards.	(0.043)	(0.043)
SWAST248	Waste & Recycling	Operational efficiency	Ensuring those currently receiving weekly waste collections have the appropriate containers to move to fortnightly collections and in line with the rest of the district. This would reduce our operational costs, improve overall efficiency and also encourage households to reduce the amount of waste they produce.	(0.035)	(0.035)
			<b>Total</b>	<b>(0.268)</b>	<b>(0.268)</b>

# Chief Executive – Wellbeing & Housing

Reference	Project Name	Service Area	Category	Corporate Priority	Project Cost £m	Funding £m	Net Capital Cost £m	Net Revenue Impact £m
CAP2505	Development of new Learner Pool at Bicester Leisure Centre - <b>subject to business cases and receipt of S106 funding to reduce Revenue Impact</b>	Wellbeing	Desired	Healthy, resilient and engaged communities	5.227	(5.227)	0	0
CAP2506	Development of BMX Pump Track - <b>subject to business cases and receipt of S106 funding to reduce Revenue Impact</b>	Wellbeing	Desired	Healthy, resilient and engaged communities	0.200	(0.200)	0	0
CAP2508	Development/Construction and Operation of a new 3G Artificial Pitch	Wellbeing	Desired	Healthy, resilient and engaged communities	1.600	(1.568)	0.032	(0.057)
CAP2509	Development of Activity Play Zones	Wellbeing	Desired	Healthy, resilient and engaged communities	0.600	(0.600)	0	0
CAP2513	LAHF Round 2	Housing	Desired	Housing that meets your needs	1.672	(1.672)	0	0
CAP2517	Development of Community Centre, Sports Pavilion, Sports Pitches and associated infrastructure at Graven Hill, Bicester	Housing	Desired	Healthy, resilient and engaged communities	0.080	0	0.080	0.006
					<b>9.379</b>	<b>(9.267)</b>	<b>0.112</b>	<b>(0.051)</b>

# Communities – Environmental

Reference	Project Name	Service Area	Category	Corporate Priority	Project Cost £m	Funding £m	Net Capital Cost £m	Net Revenue Impact £m
CAP2518	Net Zero Capital Projects - Funding pot committed to support the climate initiative which will be allocated to individual projects that demonstrate value for money via a full business case	Environmental Services	Net Zero	Supporting environmental sustainability	0.625	0	0.625	0.056
CAP2502	Landscape Software Upgrade – subject to Transformation review	Environmental Services	Desired	Supporting environmental sustainability	0.025	0	0.025	0.006
CAP2503	Upgrade of Street Cleansing IT System – subject to Transformation review	Environmental Services	Spend to Save	Supporting environmental sustainability	0.025	0	0.025	0.006
					<b>0.675</b>	<b>0</b>	<b>0.675</b>	<b>0.068</b>

# Resources – ICT

Reference	Project Name	Service Area	Category	Corporate Priority	Project Cost £m	Funding £m	Net Capital Cost £m	Net Revenue Impact £m
CAP2504	Digital Futures Programme – Funding pot committed to support the programme which will be allocated to individual projects that demonstrate value for money via a full business case	IT	Spend to Save	Running the business - support service	0.350	0	0.350	0.088
					0.350	0	0.350	0.088

# Resources – Property

Reference	Project Name	Service Area	Category	Corporate Priority	Project Cost £m	Funding £m	Net Capital Cost £m	Net Revenue Impact £m
CA 2516	Thorpe Place Roofing Works	Property	Health and Safety	Running the business - support service	0.080	0	0.080	0.008
					0.080	0	0.080	0.008

<b>Lawyer Hourly Rates / Fees</b>					
<b>Fees and Charges</b>	<b>Fee 23-24 (Excl. VAT) National 1</b>	<b>Proposed Fee 24-25 (Excl. VAT) National 1</b>	<b>Actual Increase</b>	<b>% Increase</b>	<b>Statutory/ Discretionary?</b>
Solicitors and legal executives with over 8 years qualified experience	£261.00	£287.10	<b>£26.10</b>	<b>10.0%</b>	Discretionary
Solicitors and legal executives with over 4 years qualified experience	£218.00	£239.80	<b>£21.80</b>	<b>10.0%</b>	Discretionary
Other solicitors or legal executives and fee earners of equivalent experience	£178.00	£195.80	<b>£17.80</b>	<b>10.0%</b>	Discretionary
Trainee solicitors, paralegals and other fee earners	£126.00	£138.60	<b>£12.60</b>	<b>10.0%</b>	Discretionary

<b>Planning</b>					
Fees and Charges	Fee 23-24 (Excl. VAT)	Proposed Fee 24-25 (Excl. VAT)	Actual Increase	% Increase	Statutory/ Discretionary?
<b>Planning Application fees</b>					
<b>1. Erection of dwellings</b>					
(1) Where the application is for outline planning permission and:					
(a) Site does not exceed 2.5 hectares (£462 per 0.1 Ha) (No VAT)	£462.00	£462.00	<b>£0.00</b>	<b>0.0%</b>	Statutory
(b) Site exceed 2.5 hectares (£11,432; and an additional £138 for each 0.1 hectare in excess of 2.5 hectares, subject to a maximum in total of £150,000) (No VAT)	£11,432.00	£11,432.00	<b>£0.00</b>	<b>0.0%</b>	Statutory
1A) Where the application is for permission in principle (£402 for each 0.1 hectare of the site area) (No VAT)	£402.00	£402.00	<b>£0.00</b>	<b>0.0%</b>	Statutory
(2) In other cases:					
(a) Where the number of dwellinghouses to be created by the development is 50 or fewer (£462 for each dwellinghouse) (No VAT)	£462.00	£462.00	<b>£0.00</b>	<b>0.0%</b>	Statutory
(b) Where the number of dwellinghouses to be where the number of dwellinghouses to be created by the development exceeds 50 (£22,859; and an additional £138 for each dwellinghouse in excess of 50 dwellinghouses, subject to a maximum in total of £300,000) (No VAT)	£22,859.00	£22,859.00	<b>£0.00</b>	<b>0.0%</b>	Statutory
<b>2. The erection of buildings</b>					
(1) Where the application is for outline planning permission and:					
(a) The site area does not exceed 2.5 hectares (£462 for each 0.1 hectare of the site area) (No VAT)	£462.00	£462.00	<b>£0.00</b>	<b>0.0%</b>	Statutory
(b) The site area exceeds 2.5 hectares (£11,432; and an additional £138 for each 0.1 hectare in excess of 2.5 hectares, subject to a maximum in total of £150,000) (No VAT)	£11,432.00	£11,432.00	<b>£0.00</b>	<b>0.0%</b>	Statutory
1A) Where the application is for permission in principle (£402 for each 0.1 hectare of the site area) (No VAT)	£402.00	£402.00	<b>£0.00</b>	<b>0.0%</b>	Statutory
(2) In other cases:					
(a) Where no floor space is to be created by the development (No VAT)	£234.00	£234.00	<b>£0.00</b>	<b>0.0%</b>	Statutory
(b) Where the area of gross floor space to be created by the development does not exceed 40 square metres (No VAT)	£234.00	£234.00	<b>£0.00</b>	<b>0.0%</b>	Statutory
(c) where the area of the gross floor space to be created by the development exceeds 40 square metres, but does not exceed 75 square metres (No VAT)	£462.00	£462.00	<b>£0.00</b>	<b>0.0%</b>	Statutory
(d) where the area of the gross floor space to be created by the development exceeds 75 square metres, but does not exceed 3750 square metres (for each 75 square metres of that area) (No VAT)	£462.00	£462.00	<b>£0.00</b>	<b>0.0%</b>	Statutory
(e) where the area of gross floor space to be created by the development exceeds 3750 square metres. Additional £138 for each 75 square metres in excess of 3750 square metres, subject to a maximum in total of £300,000	£22,859.00	£22,859.00	<b>£0.00</b>	<b>0.0%</b>	Statutory



<b>Planning</b>					
Fees and Charges	Fee 23-24 (Excl. VAT)	Proposed Fee 24-25 (Excl. VAT)	Actual Increase	% Increase	Statutory/ Discretionary?
<b>3. The erection, on land used for the purposes of agriculture, of buildings to be used for agricultural purposes.</b>					
(1) where the application is for outline planning permission and:					
(a) the site area does not exceed 2.5 hectares. Per each 0.1 hectare of the site area	£462.00	£462.00	£0.00	0.0%	Statutory
(b) the site area exceeds 2.5 hectares. Additional £138 for each additional hectare additional 0.1 hectare in excess of 2.5 hectares, subject to a maximum in total of £150,000	£11,432.00	£11,432.00	£0.00	0.0%	Statutory
(1A) Where the application is for permission in principle. Per each 0.1 hectare of the site area.	£402.00	£402.00	£0.00	0.0%	Statutory
(2) In other cases:					
(a) where the area of gross floor space to be created by the development does not exceed 465 square metres	£96.00	£96.00	£0.00	0.0%	Statutory
(b) where the area of gross floor space to be created by the development exceeds 465 square metres but does not exceed 540 square metres	£462.00	£462.00	£0.00	0.0%	Statutory
(c) where the area of the gross floor space to be created by the development exceeds 540 square metres but does not exceed 4215 square metres. Additional £462 for each 75 square metres in excess of 540 square metres	£462.00	£462.00	£0.00	0.0%	Statutory
(d) where the area of gross floor space to be created by the development exceeds 4215 square metres. Additional £138 for each 75 square metres in excess of 4215 square metres, subject to a maximum in total of £300,000.	£22,859.00	£22,859.00	£0.00	0.0%	Statutory
<b>4. The erection of glasshouses on land used for the purposes of agriculture.</b>					
(1) Where the area of gross floor space to be created by the development does not exceed 465 square metres	£96.00	£96.00	£0.00	0.0%	Statutory
(2) where the area of gross floor space to be created by the development exceeds 465 square metres	£2,580.00	£2,580.00	£0.00	0.0%	Statutory
<b>5. The erection, alteration or replacement of plant or machinery.</b>					
(1) Where the site area does not exceed 5 hectares. Per each 0.1 hectare of the site area	£462.00	£462.00	£0.00	0.0%	Statutory
(2) where the site area exceeds 5 hectares. Additional £138 for each 0.1 hectare in excess of 5 hectares, subject to a maximum in total of £300,000.	£22,859.00	£22,859.00	£0.00	0.0%	Statutory
<b>6. The enlargement, improvement or other alteration of existing dwellinghouses.</b>					
(1) Where the application relates to one dwellinghouse.	£206.00	£206.00	£0.00	0.0%	Statutory
(2) where the application relates to two or more dwellinghouses	£407.00	£407.00	£0.00	0.0%	Statutory
<b>7. The carrying out of operations (including the erection of a building) within the curtilage of an existing dwellinghouse, for purposes ancillary to the enjoyment of the dwellinghouse as such, or the erection or construction of gates, fences, walls or other means of enclosure along a boundary of the curtilage of an existing dwellinghouse.</b>					
	£206.00	£206.00	£0.00	0.0%	Statutory
<b>8. The construction of car parks, service roads and other means of access on land used for the purposes of a single undertaking, where the development is required for a purpose incidental to the existing use of the land.</b>					
	£234.00	£234.00	£0.00	0.0%	Statutory
<b>9. The carrying out of any operations connected with exploratory drilling for oil or natural gas.</b>					
(1) Where the site area does not exceed 7.5 hectares, £385 £423 £508 for each 0.1 hectare of the site area;	£508.00	£508.00	£0.00	0.0%	Statutory
(2) where the site area exceeds 7.5 hectares. Additional £151 for each 0.1 hectare in excess of 7.5 hectares, subject to a maximum in total of £300,000	£38,070.00	£38,070.00	£0.00	0.0%	Statutory
<b>9A. The carrying out of any operations for the winning and working of oil or natural gas.</b>					
Where the site area:					
(a) does not exceed 15 hectares. Per each 0.1 hectare of the site area	£257.00	£257.00	£0.00	0.0%	Statutory
(b) exceeds 15 hectares. Additional £151 for each 0.1 hectare in excess of 15 hectares, subject to a maximum in total of £78,000.	£38,520.00	£38,520.00	£0.00	0.0%	Statutory

<b>Planning</b>					
Fees and Charges	Fee 23-24 (Excl. VAT)	Proposed Fee 24-25 (Excl. VAT)	Actual Increase	% Increase	Statutory/ Discretionary?
<b>10. The carrying out of any operations not coming within any of the above categories.</b>					
(1) In the case of operations for the winning and working of minerals:					
(a) where the site area does not exceed 15 hectares. Per each 0.1 hectare of the site area	£234.00	£234.00	£0.00	0.0%	Statutory
(b) where the site area exceeds 15 hectares. Additional £138 for each 0.1 hectare in excess of 15 hectares, subject to a maximum in total of £78,000	£34,934.00	£34,934.00	£0.00	0.0%	Statutory
(2) in any other case. Per each 0.1 hectare of the site area, subject to a maximum in total of £2,028	£234.00	£234.00	£0.00	0.0%	Statutory
<b>11. The change of use of a building to use as one or more separate dwellinghouses.</b>					
(1) Where the change of use is from a previous use as a single dwellinghouse to use as two or more single dwellinghouses:					
(a) where the change of use is to use as 50 or fewer dwellinghouses, for each additional dwellinghouse	£462.00	£462.00	£0.00	0.0%	Statutory
(b) where the change of use is to use as more than 50 dwellinghouses. Additional £138 for each dwellinghouse in excess of 50 dwellinghouses, subject to a maximum in total of £300,000	£22,859.00	£22,859.00	£0.00	0.0%	Statutory
-1					
(a) where the change of use is to use as 50 or fewer dwellinghouses, for each dwellinghouse	£462.00	£462.00	£0.00	0.0%	Statutory
(b) where the change of use is to use as more than 50 dwellinghouses. Additional £138 for each dwellinghouse in excess of 50 dwellinghouses, subject to a maximum in total of £300,000	£22,859.00	£22,859.00	£0.00	0.0%	Statutory
<b>12. The use of land for:</b>					
<b>(a) the disposal of refuse or waste materials;</b>					
<b>(b) the deposit of material remaining after minerals have been extracted from land; or</b>					
<b>(c) the storage of minerals in the open.</b>					
(1) Where the site area does not exceed 15 hectares, for each 0.1 hectare of the site area	£234.00	£234.00	£0.00	0.0%	Statutory
(2) where the site area exceeds 15 hectares, an additional £138 for each 0.1 hectare in excess of 15 hectares, subject to a maximum in total of £78,000	£34,934.00	£34,934.00	£0.00	0.0%	Statutory
<b>13. The making of a material change in the use of a building or land</b>	£462.00	£462.00	£0.00	0.0%	Statutory
<b>Fees for Advertisements</b>					
1. Advertisements displayed externally on business premises, the forecourt of business premises or other land within the curtilage of business premises, wholly with reference to all or any of the following matters: (a) the nature of the business or other activity carried on on the premises; (b) the goods sold or the services provided on the premises; or (c) the name and qualifications of the person carrying on such business or activity or supplying such goods or services.	£132.00	£132.00	£0.00	0.0%	Statutory
2. Advertisements for the purpose of directing members of the public to, or otherwise drawing attention to the existence of, business premises which are in the same locality as the site on which the advertisement is to be displayed but which are not visible from that site.	£132.00	£132.00	£0.00	0.0%	Statutory
3. All other advertisements.	£462.00	£462.00	£0.00	0.0%	Statutory
<b>Lawful Development Certificate</b>					
Application for a certificate to establish the lawfulness of an existing land-use, or of development already carried out. Same as Planning Application fee for that use or operation.			£0.00	N/A	Statutory
Application for a certificate to establish that it was lawful not to comply with a particular condition or other limitation imposed on a planning permission.	£234.00	£234.00	£0.00	0.0%	Statutory
Application for a certificate to state that a proposed use would be lawful. Half as Planning Application fee for that use or operation.			£0.00	N/A	Statutory

<b>Planning</b>					
<b>Fees and Charges</b>	<b>Fee 23-24 (Excl. VAT)</b>	<b>Proposed Fee 24-25 (Excl. VAT)</b>	<b>Actual Increase</b>	<b>% Increase</b>	<b>Statutory/ Discretionary?</b>
<b>Prior Approval</b>					
Construction of new dwellinghouses:					
(a) Not more than 50 dwellinghouses. Per dwelling	£334.00	£334.00	<b>£0.00</b>	<b>0.0%</b>	Statutory
(b) More than 50 dwellinghouses, additional £100 for each dwellinghouse to maximum fee of £300,000	£16,525.00	£16,525.00	<b>£0.00</b>	<b>0.0%</b>	Statutory
Enlargement of a dwellinghouse by construction of additional storeys	£96.00	£96.00	<b>£0.00</b>	<b>0.0%</b>	Statutory
Agricultural and Forestry buildings & operations	£96.00	£96.00	<b>£0.00</b>	<b>0.0%</b>	Statutory
Demolition of buildings	£96.00	£96.00	<b>£0.00</b>	<b>0.0%</b>	Statutory
Communications	£462.00	£462.00	<b>£0.00</b>	<b>0.0%</b>	Statutory
Change of Use of a building and any land. £206 if it includes building operations in connection with the change of use	£96.00	£96.00	<b>£0.00</b>	<b>0.0%</b>	Statutory
Erection, extension, or alteration of a university building	£96.00	£96.00	<b>£0.00</b>	<b>0.0%</b>	Statutory
<b>Reserved Matters</b>					
Application for approval of reserved matters following outline approval. Sum equal to approval of all the reserved matters, subject to minimum.	£462.00	£462.00	<b>£0.00</b>	<b>0.0%</b>	Statutory
<b>Approval/Variation/Discharge of Condition</b>					
Application for removal or variation of a condition following grant of planning permission	£234.00	£234.00	<b>£0.00</b>	<b>0.0%</b>	Statutory
Request to discharge one or more planning conditions (Householder)	£34.00	£34.00	<b>£0.00</b>	<b>0.0%</b>	Statutory
Request to discharge one or more planning conditions (Non Householder)	£116.00	£116.00	<b>£0.00</b>	<b>0.0%</b>	Statutory
Application for a non-material amendment following a grant of planning permission					
(a) Applications in respect of householder developments	£34.00	£34.00	<b>£0.00</b>	<b>0.0%</b>	Statutory
(b) Applications in respect of other developments	£234.00	£234.00	<b>£0.00</b>	<b>0.0%</b>	Statutory

<b>Planning</b>					
Fees and Charges	Fee 23-24 (Excl. VAT)	Proposed Fee 24-25 (Excl. VAT)	Actual Increase	% Increase	Statutory/ Discretionary?
<b>Pre-Application Charges</b>					
The Council has reviewed its pre-application offer to ensure that we continue to offer a suitable avenue for prospective applicants to obtain feedback on their proposals before making a formal application, at a fee that reflects the impact it has on our resources. The variation of the fee structure outlined below will ensure that proportionate fees will be charged so that this service is appropriately funded.					
<b>Category A (Householder)</b>					
Written Advice only (Desktop Assessment)	£153.00	£153.00	<b>£0.00</b>	<b>0.0%</b>	Discretionary
<b>Category B (1-9 Dwellings)</b>					
Meeting and Written Advice - 1 Dwelling	£382.50	£382.50	<b>£0.00</b>	<b>0.0%</b>	Discretionary
Meeting and Written Advice - Per each additional dwelling	£75.00	£75.00	<b>£0.00</b>	<b>0.0%</b>	Discretionary
Site Visit (Set charge for 1 officer for 2 hours inc travel)	£200.00	£200.00	<b>£0.00</b>	<b>0.0%</b>	Discretionary
Follow-up Written Clarification	£150.00	£150.00	<b>£0.00</b>	<b>0.0%</b>	Discretionary
<b>Category C (10-99 dwellings)</b>					
Meeting and Written Advice - 10 dwellings	£1,000.00	£1,000.00	<b>£0.00</b>	<b>0.0%</b>	Discretionary
Meeting and Written Advice - Per additional dwelling	£30.00	£30.00	<b>£0.00</b>	<b>0.0%</b>	Discretionary
Meeting and Written Advice - Maximum	£4,500.00	£4,500.00	<b>£0.00</b>	<b>0.0%</b>	Discretionary
Site Visit (Set charge for 1 officer for 2 hours inc travel)	£200.00	£200.00	<b>£0.00</b>	<b>0.0%</b>	Discretionary
Follow-up Written Clarification	£150.00	£150.00	<b>£0.00</b>	<b>0.0%</b>	Discretionary
<b>Category D (250+ Dwellings)</b>					
Minimum Charge	£5,000.00	£5,000.00	<b>£0.00</b>	<b>0.0%</b>	Discretionary
Officer hourly rate after first 30 hours (collective input of all officers) - Planning Officer	£85.00	£93.50	<b>£8.50</b>	<b>10.0%</b>	Discretionary
Officer hourly rate after first 30 hours (collective input of all officers) - Senior Planning Officer	£100.00	£110.00	<b>£10.00</b>	<b>10.0%</b>	Discretionary
Officer hourly rate after first 30 hours (collective input of all officers) - Principal Planning Officer	£120.00	£132.00	<b>£12.00</b>	<b>10.0%</b>	Discretionary
Officer hourly rate after first 30 hours (collective input of all officers) - Team Leader	£135.00	£148.50	<b>£13.50</b>	<b>10.0%</b>	Discretionary
Officer hourly rate after first 30 hours (collective input of all officers) - Senior Manager	£150.00	£165.00	<b>£15.00</b>	<b>10.0%</b>	Discretionary
<b>Category E (Hotels, HMOs, Communal housing of elderly &amp; disabled)</b>					
Meeting and Written Advice - Per 100 sqm of building/0.1 hectare of site area (whichever fee is the higher)	£120.00	£120.00	<b>£0.00</b>	<b>0.0%</b>	Discretionary
Meeting and Written Advice Per 100 sqm of building/0.1 hectare of site area (whichever fee is the higher) - Minimum	£360.00	£360.00	<b>£0.00</b>	<b>0.0%</b>	Discretionary
Meeting and Written Advice Per 100 sqm of building/0.1 hectare of site area (whichever fee is the higher) - Maximum	£4,500.00	£4,500.00	<b>£0.00</b>	<b>0.0%</b>	Discretionary
Site Visit (Set charge for 1 officer for 2 hours inc travel), excludes written response	£200.00	£200.00	<b>£0.00</b>	<b>0.0%</b>	Discretionary
Follow-up Written Clarification	£150.00	£150.00	<b>£0.00</b>	<b>0.0%</b>	Discretionary

<b>Planning</b>					
<b>Fees and Charges</b>	<b>Fee 23-24 (Excl. VAT)</b>	<b>Proposed Fee 24-25 (Excl. VAT)</b>	<b>Actual Increase</b>	<b>% Increase</b>	<b>Statutory/ Discretionary?</b>
<b>Category F (Listed building and Conservation Area advice)</b>					
Bespoke charge agreed in advance based on agreed assumptions on hourly rate for officer(s)					
Officer hourly rate - Conservation Officer	£65.00	£71.50	£6.50	10.0%	Discretionary
Officer hourly rate - Senior Conservation Officer	£85.00	£93.50	£8.50	10.0%	Discretionary
Officer hourly rate - Manager	£125.00	£137.50	£12.50	10.0%	Discretionary
Site Visit (Set charge in addition to hourly rate)	£80.00	£80.00	£0.00	0.0%	Discretionary
<b>Category G - Shopfronts</b>					
Written Advice only (Desktop Assessment)	£150.00	£150.00	£0.00	0.0%	Discretionary
<b>Category H - Advertisements</b>					
Written Advice only (Desktop Assessment)	£150.00	£150.00	£0.00	0.0%	Discretionary
<b>Category I (Telecommunications)</b>					
Written Advice only (Desktop Assessment)	£150.00	£150.00	£0.00	0.0%	Discretionary
<b>Category J (Agricultural, forestry &amp; glasshouse devt – less than 465 sqm)</b>					
Written Advice only (Desktop Assessment)	£150.00	£150.00	£0.00	0.0%	Discretionary
Site Visit (Set charge for 1 officer for 2 hours inc travel), excludes written response	£200.00	£200.00	£0.00	0.0%	Discretionary
<b>Category K (Agricultural, forestry &amp; glasshouse devt – more than 465 sqm)</b>					
Meeting and Written Advice - Up to 540 sqm	£200.00	£200.00	£0.00	0.0%	Discretionary
Meeting and Written Advice - Per each additional 75 sqm (or part thereof)	£120.00	£120.00	£0.00	0.0%	
Site Visit (Set charge for 1 officer for 2 hours inc travel), excludes written response	£200.00	£200.00	£0.00	0.0%	Discretionary
Follow-up Written Clarification	£150.00	£150.00	£0.00	0.0%	Discretionary
<b>Category L (Change of use of land to equestrian)</b>					
Written Advice only (Desktop Assessment)	£150.00	£150.00	£0.00	0.0%	Discretionary
Site Visit (Set charge for 1 officer for 2 hours inc travel), excludes written response	£200.00	£200.00	£0.00	0.0%	Discretionary
Meeting - Bespoke charge based on agreed assumptions on hourly rate for officer(s)	£0.00	£0.00	£0.00	N/A	Discretionary
Officer hourly rate - Planning Officer	£85.00	£93.50	£8.50	10.0%	Discretionary
Officer hourly rate - Senior Planning Officer	£100.00	£110.00	£10.00	10.0%	Discretionary
Officer hourly rate - Principal Planning Officer	£120.00	£132.00	£12.00	10.0%	Discretionary
Officer hourly rate - Team Leader	£135.00	£148.50	£13.50	10.0%	Discretionary
Officer hourly rate - Senior Manager	£150.00	£165.00	£15.00	10.0%	Discretionary
<b>Category M (Anemometer masts or single wind turbines of less than 100 m in height)</b>					
Meeting and Written Advice	£600.00	£600.00	£0.00	0.0%	Discretionary
Site Visit (Set charge for 1 officer for 2 hours inc travel), excludes written response	£200.00	£200.00	£0.00	0.0%	Discretionary
Follow-up Written Clarification	£150.00	£150.00	£0.00	0.0%	Discretionary

<b>Planning</b>					
<b>Fees and Charges</b>	<b>Fee 23-24 (Excl. VAT)</b>	<b>Proposed Fee 24-25 (Excl. VAT)</b>	<b>Actual Increase</b>	<b>% Increase</b>	<b>Statutory/ Discretionary?</b>
<b>Category N (Wind and solar farm developments)</b>					
Minimum charge	£4,000.00	£4,000.00	£0.00	0.0%	Discretionary
Officer hourly rate after first 30 hours (collective input of all officers) - Planning Officer	£85.00	£93.50	£8.50	10.0%	Discretionary
Officer hourly rate after first 30 hours (collective input of all officers) - Senior Planning Officer	£100.00	£110.00	£10.00	10.0%	Discretionary
Officer hourly rate after first 30 hours (collective input of all officers) - Principal Planning Officer	£120.00	£132.00	£12.00	10.0%	Discretionary
Officer hourly rate after first 30 hours (collective input of all officers) - Team Leader	£135.00	£148.50	£13.50	10.0%	Discretionary
Officer hourly rate after first 30 hours (collective input of all officers) - Senior Manager	£150.00	£165.00	£15.00	10.0%	Discretionary
<b>Category O (Other developments inc change of use: floorspace less than 200 sqm and the site area is less than 0.1 hectares)</b>					
Meeting and Written Advice	£200.00	£200.00	£0.00	0.0%	Discretionary
Site Visit (Set charge for 1 officer for 2 hours inc travel), excluding written response	£200.00	£200.00	£0.00	0.0%	Discretionary
Follow-up Written Clarification	£150.00	£150.00	£0.00	0.0%	Discretionary
<b>Category P (Other developments inc change of use: floorspace less than 1000 sqm and the site area is less than 0.5 hectares)</b>					
Meeting and Written Advice	£350.00	£350.00	£0.00	0.0%	Discretionary
Site Visit (Set charge for 1 officer for 2 hours inc travel), excluding written response	£200.00	£200.00	£0.00	0.0%	Discretionary
Follow-up Written Clarification	£150.00	£150.00	£0.00	0.0%	Discretionary
<b>Category Q (Other developments inc change of use: floorspace less than 5000 sqm and the site area is less than 1 hectare)</b>					
Meeting and Written Advice	£1,500.00	£1,500.00	£0.00	0.0%	Discretionary
Site Visit (Set charge for 1 officer for 2 hours inc travel), excluding written response	£200.00	£200.00	£0.00	0.0%	Discretionary
Follow-up Written Clarification	£150.00	£150.00	£0.00	0.0%	Discretionary
<b>Category R (Other developments inc change of use: floorspace less than 10000 sqm and the site area is less than 2 hectares)</b>					
Meeting and Written Advice	£2,750.00	£2,750.00	£0.00	0.0%	Discretionary
Site Visit (Set charge for 1 officer for 2 hours inc travel), excluding written response	£200.00	£200.00	£0.00	0.0%	Discretionary
Follow-up Written Clarification	£150.00	£150.00	£0.00	0.0%	Discretionary
<b>Category S (Other developments inc change of use: floorspace more than 10000 sqm and the site area is more than 2 hectares)</b>					
Meeting and Written Advice	£4,000.00	£4,000.00	£0.00	0.0%	Discretionary
Officer hourly rate after first 30 hours (collective input of all officers) - Planning Officer	£85.00	£93.50	£8.50	10.0%	Discretionary
Officer hourly rate after first 30 hours (collective input of all officers) - Senior Planning Officer	£100.00	£110.00	£10.00	10.0%	Discretionary
Officer hourly rate after first 30 hours (collective input of all officers) - Principal Planning Officer	£120.00	£132.00	£12.00	10.0%	Discretionary
Officer hourly rate after first 30 hours (collective input of all officers) - Team Leader	£135.00	£148.50	£13.50	10.0%	Discretionary
Officer hourly rate after first 30 hours (collective input of all officers) - Senior Manager	£150.00	£165.00	£15.00	10.0%	Discretionary
<b>Category T (Written requests for information)</b>					
Bespoke charge based on levels of officer input with minimum of £300 (ex VAT)	£300.00	£300.00	£0.00	0.0%	Discretionary
Officer hourly rate - Officer	£65.00	£65.00	£0.00	0.0%	Discretionary
Officer hourly rate - Senior Officer	£85.00	£85.00	£0.00	0.0%	Discretionary
Officer hourly rate - Principal Officer	£100.00	£100.00	£0.00	0.0%	Discretionary
<b>Category U (Parish/Town Council developments and other exemptions)</b>					
Fee	£0.00	£0.00	£0.00	N/A	Discretionary



<b>Planning</b>					
<b>Fees and Charges</b>	<b>Fee 23-24 (Excl. VAT)</b>	<b>Proposed Fee 24-25 (Excl. VAT)</b>	<b>Actual Increase</b>	<b>% Increase</b>	<b>Statutory/ Discretionary?</b>
<b>Planning Performance Agreements</b>					
Setting up PPA (Administration charge)	£500.00	£550.00	<b>£50.00</b>	<b>10.0%</b>	Discretionary
Meetings (assumptions on hourly rate of officer preparation, attendance and follow-up) plus set, per meeting, administration charge of (£72 inc VAT)	£60.00	£66.00	<b>£6.00</b>	<b>10.0%</b>	Discretionary
Officer hourly rate - Planning Officer	£85.00	£93.50	<b>£8.50</b>	<b>10.0%</b>	Discretionary
Officer hourly rate - Senior Planning Officer	£100.00	£110.00	<b>£10.00</b>	<b>10.0%</b>	Discretionary
Officer hourly rate - Principal Planning Officer	£120.00	£132.00	<b>£12.00</b>	<b>10.0%</b>	Discretionary
Officer hourly rate - Team Leader	£135.00	£148.50	<b>£13.50</b>	<b>10.0%</b>	Discretionary
Officer hourly rate - Senior Manager	£150.00	£165.00	<b>£15.00</b>	<b>10.0%</b>	Discretionary
Officer hourly rate - Assistant Director	£190.00	£209.00	<b>£19.00</b>	<b>10.0%</b>	Discretionary
<b>Development Monitoring</b>					
Registration charge for S106 agreements (per agreement)	£500.00	£550.00	<b>£50.00</b>	<b>10.0%</b>	Discretionary
S73 Variations, linking agreements and modifications - Bespoke charge	£0.00	£0.00	<b>£0.00</b>	<b>N/A</b>	Discretionary
Less than 10 dwellings and/or 1,000sqm of floorspace) - Bespoke charge based on number of obligations and triggers with minimum of £500 (exc VAT)	£500.00	£550.00	<b>£50.00</b>	<b>10.0%</b>	Discretionary
10 - 100 dwellings and/or 1,000 - 10,000sqm of floorspace) - Bespoke charge based on number of obligations and triggers with minimum of £1,000 (exc VAT)	£1,000.00	£1,100.00	<b>£100.00</b>	<b>10.0%</b>	Discretionary
100 - 250 dwellings units and/or 10,000 - 75,000sqm of floorspace - Bespoke charge based on number of obligations and triggers with minimum of £5,000 (exc VAT)	£5,000.00	£5,500.00	<b>£500.00</b>	<b>10.0%</b>	Discretionary
251+ dwellings units and/or 75,001sqm+ of floorspace - Bespoke charge based on number of obligations and triggers with minimum of £10,000 (exc VAT)	£10,000.00	£11,000.00	<b>£1,000.00</b>	<b>10.0%</b>	Discretionary
Desktop records check and guidance on compliance issued via email (per request)	£200.00	£220.00	<b>£20.00</b>	<b>10.0%</b>	Discretionary
Fee for remedial inspections for on-site provisions (Monitoring officer only)	£200.00	£220.00	<b>£20.00</b>	<b>10.0%</b>	Discretionary
<b>High Hedges</b>					
Application fee for High hedges complaint	£396.00	£435.60	<b>£39.60</b>	<b>10.0%</b>	Discretionary
<b>Planning Enforcement</b>					
Confirmation of closure of enforcement case where it was found not expedient to take action (available for a 12-month period following closure of the case)	£85.00	£93.50	<b>£8.50</b>	<b>10.0%</b>	Discretionary
Confirmation that an Enforcement Notice had been complied with	£200.00	£220.00	<b>£20.00</b>	<b>10.0%</b>	Discretionary
Request to withdraw enforcement notice	£200.00	£220.00	<b>£20.00</b>	<b>10.0%</b>	Discretionary
<b>Supplementary Fees</b>					
Administration charges for invalid submissions not made valid.					
Householder, Minor and Other applications with no planning officer input	£40.00	£44.00	<b>£4.00</b>	<b>10.0%</b>	Discretionary
Major Applications and applications where officer input required	£90.00	£99.00	<b>£9.00</b>	<b>10.0%</b>	Discretionary

<b>Building control</b>					
<b>Fees and Charges</b>	<b>Fee 23-24 (Excl. VAT)</b>	<b>Proposed Fee 24-25 (Excl. VAT)</b>	<b>Actual Increase</b>	<b>% Increase</b>	<b>Statutory/ Discretionary?</b>
<b>New Dwellings</b>					
1 Dwelling	£800.00	£925.00	<b>£125.00</b>	<b>15.6%</b>	Discretionary
2 Dwellings	£1,075.00	£1,225.00	<b>£150.00</b>	<b>14.0%</b>	Discretionary
3 Dwellings	£1,350.00	£1,550.00	<b>£200.00</b>	<b>14.8%</b>	Discretionary
4 Dwellings	£1,500.00	£1,725.00	<b>£225.00</b>	<b>15.0%</b>	Discretionary
5 Dwellings	£1,700.00	£1,950.00	<b>£250.00</b>	<b>14.7%</b>	Discretionary
<b>Other New Builds</b>					
New Garage <40m2	£325.00	£375.00	<b>£50.00</b>	<b>15.4%</b>	Discretionary
New Garage 40m2 - 60m2	£405.00	£475.00	<b>£70.00</b>	<b>17.3%</b>	Discretionary
<b>Extensions</b>					
Extn<10m2	£325.00	£375.00	<b>£50.00</b>	<b>15.4%</b>	Discretionary
Extn 10m2-40m2	£585.00	£643.50	<b>£58.50</b>	<b>10.0%</b>	Discretionary
Extn 40m2-80m2	£695.00	£764.50	<b>£69.50</b>	<b>10.0%</b>	Discretionary
<b>Conversions</b>					
Garage Conversion	£320.00	£375.00	<b>£55.00</b>	<b>17.2%</b>	Discretionary
Loft conversion <80m2	£540.00	£625.00	<b>£85.00</b>	<b>15.7%</b>	Discretionary
Loft Conversion 80m2-100m2	£585.00	£675.00	<b>£90.00</b>	<b>15.4%</b>	Discretionary
<b>Miscellaneous Works</b>					
Underpinning	£370.00	£425.00	<b>£55.00</b>	<b>14.9%</b>	Discretionary
Up to 6 doors/windows	£140.00	£160.00	<b>£20.00</b>	<b>14.3%</b>	Discretionary
Each additional door/window	£25.00	£30.00	<b>£5.00</b>	<b>20.0%</b>	Discretionary
Heating Appliance	£210.00	£625.00	<b>£415.00</b>	<b>197.6%</b>	Discretionary
Electrical Appliance	£540.00	£625.00	<b>£85.00</b>	<b>15.7%</b>	Discretionary
Thermal upgrade	£210.00	£250.00	<b>£40.00</b>	<b>19.0%</b>	Discretionary
Up tp 6 Solar Panels	£540.00	£625.00	<b>£85.00</b>	<b>15.7%</b>	Discretionary
<b>Based on Construction Value</b>					
0-£10K	£320.00	£375.00	<b>£55.00</b>	<b>17.2%</b>	Discretionary
£10K-£40K	£515.00	£600.00	<b>£85.00</b>	<b>16.5%</b>	Discretionary
£40K-£100K	£770.00	£900.00	<b>£130.00</b>	<b>16.9%</b>	Discretionary
Building notice supplement	10%	10%	<b>£0.00</b>	<b>0.0%</b>	Discretionary
<b>Supplementary Fees</b>					
Additional Visits per hour	£71.32	£75.00	<b>£3.68</b>	<b>5.2%</b>	Discretionary
Copies of Certificates	£40.00	£45.00	<b>£5.00</b>	<b>12.5%</b>	Discretionary
Reopening applications after less than 3 years	£50.00	£60.00	<b>£10.00</b>	<b>20.0%</b>	Discretionary
Reopening applications after more than 3 years	£100.00	£120.00	<b>£20.00</b>	<b>20.0%</b>	Discretionary



<b>Housing Standards</b>					
<b>Fees and Charges</b>	<b>Fee 23-24 (Excl. VAT)</b>	<b>Proposed Fee 24-25 (Excl. VAT)</b>	<b>Actual Increase</b>	<b>% Increase</b>	<b>Statutory/ Discretionary?</b>
HMO Licence category A - Higher rate new application (where the HMO has been unlicensed for 6 weeks or more)	£1,146.00	£1,260.60	<b>£114.60</b>	<b>10.0%</b>	Discretionary
HMO Licence category B - Standard new application (where the HMO was acquired or became licensable within 6 weeks, or change of existing licence holder)	£710.00	£781.00	<b>£71.00</b>	<b>10.0%</b>	Discretionary
HMO Licence category C - Higher rate renewal (where we have concerns about the HMO management or conditions)	£710.00	£781.00	<b>£71.00</b>	<b>10.0%</b>	Discretionary
HMO Licence category D - Standard rate renewal (valid application made and paid on time with no compliance issues)	£491.00	£540.10	<b>£49.10</b>	<b>10.0%</b>	Discretionary
Landlord advice visits (per visit)	£160.00	£176.00	<b>£16.00</b>	<b>10.0%</b>	Discretionary
Desktop review of plans etc.	£110.00	£121.00	<b>£11.00</b>	<b>10.0%</b>	Discretionary
Empty Homes VAT-exemption letter	£44.00	£48.40	<b>£4.40</b>	<b>10.0%</b>	Discretionary
Housing Act 2004 - serving an Improvement Notice	£480.00	£528.00	<b>£48.00</b>	<b>10.0%</b>	Discretionary
Housing Act 2004 - making a Prohibition Order	£480.00	£528.00	<b>£48.00</b>	<b>10.0%</b>	Discretionary
Housing Act 2004 - taking emergency remedial action	£480.00	£528.00	<b>£48.00</b>	<b>10.0%</b>	Discretionary
Housing Act 2004 - Making an emergency prohibition order	£480.00	£528.00	<b>£48.00</b>	<b>10.0%</b>	Discretionary
Housing Act 2004 - Reviewing suspended improvement notice or prohibition order	£240.00	£264.00	<b>£24.00</b>	<b>10.0%</b>	Discretionary

## Appendix 4 - Fees and Charges Schedule

<b>Land Drainage</b>					
<b>Fees and Charges</b>	<b>Fee 23-24 (Excl. VAT)</b>	<b>Proposed Fee 24-25 (Excl. VAT)</b>	<b>Actual Increase</b>	<b>% Increase</b>	<b>Statutory/ Discretionary?</b>
Consent Application fee	£50.00	£50.00	£0.00	0.0%	Statutory

<b>Street Naming and Numbering</b>					
<b>Fees and Charges</b>	<b>Fee 23-24 (Excl. VAT)</b>	<b>Proposed Fee 24-25 (Excl. VAT)</b>	<b>Actual Increase</b>	<b>% Increase</b>	<b>Statutory/ Discretionary?</b>
Assigning official address's to properties	£40.00	£44.00	£4.00	10.0%	Discretionary

<b>Environmental Services</b>					
<b>Fees and Charges</b>	<b>Fee 23-24 (excl. VAT)</b>	<b>Proposed Fee 24-25 (excl. VAT)</b>	<b>Actual Increase</b>	<b>% Increase</b>	<b>Statutory/ Discretionary?</b>
<b>Special Collections</b>					
Special Collections - Clearout (Garden waste or waste package)	£69.50	£84.99	£15.49	22.3%	Discretionary
Special Collections - Clearout (Garden waste or waste package)	£120.00	£140.00	£20.00	16.7%	Discretionary
Special Collections - Any (3 Items Collected)	£29.99	£35.99	£6.00	20.0%	Discretionary
New: Special Collection - 1 item	£10.99	£13.99	£3.00	27.3%	Discretionary
New: Special Collection - 1 large item	£16.99	£20.99	£4.00	23.5%	Discretionary
Special Collections - Any (3 Items Collected) During Blitz Weeks	£20.00	£25.00	£5.00	25.0%	Discretionary
<b>Bins and Waste Sacks</b>					
Blue Wheeled Bins	£35.00	£40.00	£5.00	14.3%	Discretionary
240L Additional Green Bin - Annual Charge	£120.00	£132.00	£12.00	10.0%	Discretionary
Bundles of 25 Trade Waste Sacks	£62.50	£68.50	£6.00	9.6%	Both Statutory and Discretionary elements
Bundles of 25 Trade Recycling Sacks	£45.00	£49.50	£4.50	10.0%	Both Statutory and Discretionary elements
<b>COMMERCIAL REFUSE COLLECTION - PER LIFT</b>					
240 litre bin	£7.75	£8.25	£0.50	6.5%	Both Statutory and Discretionary elements
360 litre bin	£10.00	£10.50	£0.50	5.0%	Both Statutory and Discretionary elements
660 litre bin	£14.25	£15.00	£0.75	5.3%	Both Statutory and Discretionary elements
1100 litre bin	£19.00	£19.50	£0.50	2.6%	Both Statutory and Discretionary elements
<b>COMMERCIAL RECYCLING COLLECTION - PER LIFT</b>					
240 litre bin	£5.00	£5.25	£0.25	5.0%	Both Statutory and Discretionary elements
360 litre bin	£6.50	£7.00	£0.50	7.7%	Both Statutory and Discretionary elements
660 litre bin	£9.00	£9.75	£0.75	8.3%	Both Statutory and Discretionary elements
1100 litre bin	£12.00	£12.50	£0.50	4.2%	Both Statutory and Discretionary elements
<b>COMMERCIAL GLASS RECYCLING COLLECTION - PER LIFT</b>					
240 litre bin	£5.25	£6.00	£0.75	14.3%	Both Statutory and Discretionary elements
360 litre bin	£6.75	£7.50	£0.75	11.1%	Both Statutory and Discretionary elements
<b>COMMERCIAL FOOD RECYCLING - PER LIFT</b>					
140 litre bin	£4.50	£5.00	£0.50	11.1%	Both Statutory and Discretionary elements

\* Discount of 10% for >5 bins, 20% for >10 bins

<b>Environmental Services</b>					
<b>Fees and Charges</b>	<b>Fee 23-24 (excl. VAT)</b>	<b>Proposed Fee 24-25 (excl. VAT)</b>	<b>Actual Increase</b>	<b>% Increase</b>	<b>Statutory/ Discretionary?</b>
<b>Schedule II Collections - Schools</b>					
240L Wheeled Bin Package	£170.00	£190.00	£20.00	11.8%	Both Statutory and Discretionary elements
360L Wheeled Bin Package	£235.00	£260.00	£25.00	10.6%	Both Statutory and Discretionary elements
660L Wheeled Bin Package	£360.00	£390.00	£30.00	8.3%	Both Statutory and Discretionary elements
1100L Wheeled Bin Package	£490.00	£507.00	£17.00	3.5%	Both Statutory and Discretionary elements
<b>Trade Glass Collection (1 bell)</b>					
Trade Glass Collection (1 bell)	£125.00	£137.50	£12.50	10.0%	Discretionary
<b>Garden Waste Charges - 240L Brown Wheeled Bin</b>					
Sign up before 1st March 2024	£39.00	£49.00	£10.00	25.6%	Both Statutory and Discretionary elements
Sign up after 1st March 2024	£43.00	£49.00	£6.00	14.0%	Both Statutory and Discretionary elements
Additonal licences (1st March - 28th February 2023)	£33.00	£49.00	£16.00	48.5%	Both Statutory and Discretionary elements
Bundles of 25 Biodegradable Garden Waste Sacks	£47.50	£49.50	£2.00	4.2%	Discretionary
Roll of 52 Compostable Liners	£4.50	£4.95	£0.45	10.0%	Discretionary
<b>Dog bin emptying charge</b>					
For parishes with more than 20 bins	£1.70	£1.85	£0.15	8.8%	Discretionary
For parishes with more than 5 bins	£1.80	£2.00	£0.20	11.1%	Discretionary
For parishes with less than 5 bins	£1.95	£2.15	£0.20	10.0%	Discretionary
<b>MOT's</b>					
Class IV for Trade, Staff and Account Customers	£45.00	£47.00	£2.00	4.4%	Discretionary
Class IV for General Public	£50.00	£52.00	£2.00	4.0%	Discretionary
Class V for Trade, Staff and Account Customers	£50.00	£52.00	£2.00	4.0%	Discretionary
Class V for General Public	£55.00	£57.00	£2.00	3.6%	Discretionary
Class VII for Trade, Staff and Account Customers	£50.00	£52.00	£2.00	4.0%	Discretionary
Class VII for General Public	£55.00	£57.00	£2.00	3.6%	Discretionary
<b>Other</b>					
Hourly Rate - Workshop (External)	£62.50	£65.00	£2.50	4.0%	Discretionary
Use of Washdown facility at Thorpe Lane Depot	£57.50	£60.00	£2.50	4.3%	Discretionary
Use of Public Conveniences - Bicester	£0.20	£0.20	£0.00	0.0%	Discretionary
Use of Public Conveniences - Banbury and Kidlington	£0.20	£0.20	£0.00	0.0%	Discretionary
Pitch Fees 'Casual'	£32.00	£35.20	£3.20	10.0%	Discretionary
Pitch Fees 'Regular'	£26.35	£28.99	£2.64	10.0%	Discretionary
Pitch Fees 'Charity/Community'	£15.50	£17.05	£1.55	10.0%	Discretionary
Highway Closures	£93.00	£102.30	£9.30	10.0%	Discretionary

<b>Car Parking</b>					
Fees and Charges	Fee 23-24 (excl. VAT)*	Proposed Fee 24-25 (excl. VAT)*	Actual Increase	% Increase	Statutory/ Discretionary?
<b>Banbury Short Stay (Charges apply 8am-7pm. Free Parking after 7pm)</b>					
<b>Market Place Monday To Saturday</b>					
0 -30 minutes	£1.20	£1.32	£0.12	10.0%	Discretionary
0 - 1 hour	£2.00	£2.20	£0.20	10.0%	Discretionary
1 - 2 hours	£4.00	£4.40	£0.40	10.0%	Discretionary
<b>Market Place Sunday and Bank Holidays</b>					
0 - 1 hour	£1.20	£1.32	£0.12	10.0%	Discretionary
Over 1 hour flat rate	£1.70	£1.87	£0.17	10.0%	Discretionary
<b>Horsefair West Monday To Saturday</b>					
0 - 1 hour	£1.20	£1.32	£0.12	10.0%	Discretionary
1 - 2 hours	£2.40	£2.64	£0.24	10.0%	Discretionary
2 - 3 hours	£3.30	£3.63	£0.33	10.0%	Discretionary
Over 3 hours	£7.50	£8.25	£0.75	10.0%	Discretionary
<b>Horsefair West Sunday and Bank Holidays</b>					
0 - 1 hour	£1.20	£1.32	£0.12	10.0%	Discretionary
Over 1 hour flat rate	£1.70	£1.87	£0.17	10.0%	Discretionary
<b>Calthorpe Street West (part) Monday To Saturday</b>					
0 - 1 hour	£1.20	£1.32	£0.12	10.0%	Discretionary
1 - 2 Hours	£2.40	£2.64	£0.24	10.0%	Discretionary
2 - 3 Hours	£3.30	£3.63	£0.33	10.0%	Discretionary
Over 3 hours	£7.50	£8.25	£0.75	10.0%	Discretionary
<b>Calthorpe Street West (part) Sunday and Bank Holidays</b>					
0 - 1 hour	£1.20	£1.32	£0.12	10.0%	Discretionary
Over 1 hour flat rate	£1.70	£1.87	£0.17	10.0%	Discretionary
<b>Calthorpe Street East Monday To Saturday</b>					
0 - 1 hour	£1.20	£1.32	£0.12	10.0%	Discretionary
1 - 2 Hours	£2.40	£2.64	£0.24	10.0%	Discretionary
2 - 3 Hours	£3.30	£3.63	£0.33	10.0%	Discretionary
Over 3 hours	£7.50	£8.25	£0.75	10.0%	Discretionary
<b>Calthorpe Street East Sunday and Bank Holidays</b>					
0 - 1 hour	£1.20	£1.32	£0.12	10.0%	Discretionary
Over 1 hour flat rate	£1.70	£1.87	£0.17	10.0%	Discretionary
<b>South Bar East (part) up to Calthorpe Street Monday To Saturday</b>					
0 - 1 hour	£1.20	£1.32	£0.12	10.0%	Discretionary
1 - 2 Hours	£2.40	£2.64	£0.24	10.0%	Discretionary
2 - 3 Hours	£3.30	£3.63	£0.33	10.0%	Discretionary
Over 3 hours	£7.50	£8.25	£0.75	10.0%	Discretionary
<b>South Bar East (part) up to Calthorpe Street Sunday and Bank Holidays</b>					
0 - 1 hour	£1.20	£1.32	£0.12	10.0%	Discretionary
Over 1 hour flat rate	£1.70	£1.87	£0.17	10.0%	Discretionary
<b>North Bar East Monday To Saturday</b>					
0 - 1 hour	£1.20	£1.32	£0.12	10.0%	Discretionary
1 - 2 Hours	£2.40	£2.64	£0.24	10.0%	Discretionary
2 - 3 Hours	£3.30	£3.63	£0.33	10.0%	Discretionary
Over 3 hours	£7.50	£8.25	£0.75	10.0%	Discretionary
<b>North Bar East Sunday and Bank Holidays</b>					
0 - 1 hour	£1.20	£1.32	£0.12	10.0%	Discretionary
Over 1 hour flat rate	£1.70	£1.87	£0.17	10.0%	Discretionary
<b>The Mill Monday To Saturday</b>					
0 - 1 hour	£1.20	£1.32	£0.12	10.0%	Discretionary
1 - 2 Hours	£2.40	£2.64	£0.24	10.0%	Discretionary
2 - 3 Hours	£3.30	£3.63	£0.33	10.0%	Discretionary
Over 3 hours	£7.50	£8.25	£0.75	10.0%	Discretionary

<b>Car Parking</b>					
<b>Fees and Charges</b>	<b>Fee 23-24 (excl. VAT)*</b>	<b>Proposed Fee 24-25 (excl. VAT)*</b>	<b>Actual Increase</b>	<b>% Increase</b>	<b>Statutory/ Discretionary?</b>
<b>The Mill Sunday and Bank Holidays</b>					
0 - 1 hour	£1.20	£1.32	£0.12	10.0%	Discretionary
Over 1 hour flat rate	£1.70	£1.87	£0.17	10.0%	Discretionary
<b>Chamberlaine Court Monday To Saturday</b>					
0 - 1 hour	£1.20	£1.32	£0.12	10.0%	Discretionary
1 - 2 Hours	£2.40	£2.64	£0.24	10.0%	Discretionary
2 - 3 Hours	£3.30	£3.63	£0.33	10.0%	Discretionary
Over 3 hours	£7.50	£8.25	£0.75	10.0%	Discretionary
<b>Chamberlaine Court Sunday and Bank Holidays</b>					
0 - 1 hour	£1.20	£1.32	£0.12	10.0%	Discretionary
Over 1 hour flat rate	£1.70	£1.87	£0.17	10.0%	Discretionary
<b>Bridge Street (Blue Badge Holders Only)</b>					
Monday To Saturday	£0.00	£0.00	£0.00	N/A	Discretionary
Sunday and Bank Holidays	£0.00	£0.00	£0.00	N/A	Discretionary
Free of charge up to maximum stay permitted					
<b>Banbury Long Stay (charges apply 8am-7pm. Free Parking after 7pm)</b>					
<b>Riverside Monday To Saturday</b>					
0 - 1 hour	£1.20	£1.32	£0.12	10.0%	Discretionary
1 - 2 Hours	£2.40	£2.64	£0.24	10.0%	Discretionary
2 - 3 Hours	£3.30	£3.63	£0.33	10.0%	Discretionary
3 - 4 Hours	£4.20	£4.62	£0.42	10.0%	Discretionary
4 - 5 Hours	£4.50	£4.95	£0.45	10.0%	Discretionary
Day rate up to 7pm	£5.50	£6.05	£0.55	10.0%	Discretionary
<b>Riverside Sunday and Bank Holidays</b>					
0 - 1 hour	£1.20	£1.32	£0.12	10.0%	Discretionary
Over 1 hour flat rate	£1.70	£1.87	£0.17	10.0%	Discretionary
<b>South Bar East and West Monday To Saturday</b>					
0 - 1 hour	£1.20	£1.32	£0.12	10.0%	Discretionary
1 - 2 Hours	£2.40	£2.64	£0.24	10.0%	Discretionary
2 - 3 Hours	£3.30	£3.63	£0.33	10.0%	Discretionary
3 - 4 Hours	£4.20	£4.62	£0.42	10.0%	Discretionary
4 - 5 Hours	£4.50	£4.95	£0.45	10.0%	Discretionary
Day rate up to 7pm	£5.50	£6.05	£0.55	10.0%	Discretionary
<b>South Bar East and West Sunday and Bank Holidays</b>					
0 - 1 hour	£1.20	£1.32	£0.12	10.0%	Discretionary
Over 1 hour flat rate	£1.70	£1.87	£0.17	10.0%	Discretionary
<b>North Bar West Monday To Saturday</b>					
0 - 1 hour	£1.20	£1.32	£0.12	10.0%	Discretionary
1 - 2 Hours	£2.40	£2.64	£0.24	10.0%	Discretionary
2 - 3 Hours	£3.30	£3.63	£0.33	10.0%	Discretionary
3 - 4 Hours	£4.20	£4.62	£0.42	10.0%	Discretionary
4 - 5 Hours	£4.50	£4.95	£0.45	10.0%	Discretionary
Day rate up to 7pm	£5.50	£6.05	£0.55	10.0%	Discretionary
<b>North Bar West Sunday and Bank Holidays</b>					
0 - 1 hour	£1.20	£1.32	£0.12	10.0%	Discretionary
Over 1 hour flat rate	£1.70	£1.87	£0.17	10.0%	Discretionary
<b>Calthorpe Street West Monday To Saturday</b>					
0 - 1 hour	£1.20	£1.32	£0.12	10.0%	Discretionary
1 - 2 Hours	£2.40	£2.64	£0.24	10.0%	Discretionary
2 - 3 Hours	£3.30	£3.63	£0.33	10.0%	Discretionary
3 - 4 Hours	£4.20	£4.62	£0.42	10.0%	Discretionary
4 - 5 Hours	£4.50	£4.95	£0.45	10.0%	Discretionary
Day rate up to 7pm	£5.50	£6.05	£0.55	10.0%	Discretionary

<b>Car Parking</b>					
<b>Fees and Charges</b>	<b>Fee 23-24 (excl. VAT)*</b>	<b>Proposed Fee 24-25 (excl. VAT)*</b>	<b>Actual Increase</b>	<b>% Increase</b>	<b>Statutory/ Discretionary?</b>
<b>Calthorpe Street West Sunday and Bank Holidays</b>					
0 - 1 hour	£1.20	£1.32	£0.12	10.0%	Discretionary
Over 1 hour flat rate	£1.70	£1.87	£0.17	10.0%	Discretionary
<b>Windsor Street Monday To Saturday</b>					
0 - 1 hour	£1.20	£1.32	£0.12	10.0%	Discretionary
1 - 2 Hours	£2.40	£2.64	£0.24	10.0%	Discretionary
2 - 3 Hours	£3.30	£3.63	£0.33	10.0%	Discretionary
3 - 4 Hours	£4.20	£4.62	£0.42	10.0%	Discretionary
4 - 5 Hours	£4.50	£4.95	£0.45	10.0%	Discretionary
Day rate up to 7pm	£5.50	£6.05	£0.55	10.0%	Discretionary
<b>Windsor Street Sunday and Bank Holidays</b>					
0 - 1 hour	£1.20	£1.32	£0.12	10.0%	Discretionary
Over 1 hour flat rate	£1.70	£1.87	£0.17	10.0%	Discretionary
<b>Bolton Road Monday To Saturday</b>					
0 - 1 hour	£1.20	£1.32	£0.12	10.0%	Discretionary
1 - 2 Hours	£2.40	£2.64	£0.24	10.0%	Discretionary
2 - 3 Hours	£3.30	£3.63	£0.33	10.0%	Discretionary
3 - 4 Hours	£4.20	£4.62	£0.42	10.0%	Discretionary
4 - 5 Hours	£4.50	£4.95	£0.45	10.0%	Discretionary
Day rate up to 7pm	£5.50	£6.05	£0.55	10.0%	Discretionary
<b>Bolton Road Sunday and Bank Holidays</b>					
0 - 1 hour	£1.20	£1.32	£0.12	10.0%	Discretionary
Over 1 hour flat rate	£1.70	£1.87	£0.17	10.0%	Discretionary
<b>Compton Road Monday To Saturday</b>					
0 - 1 hour	£1.20	£1.32	£0.12	10.0%	Discretionary
1 - 2 Hours	£2.40	£2.64	£0.24	10.0%	Discretionary
2 - 3 Hours	£3.30	£3.63	£0.33	10.0%	Discretionary
3 - 4 Hours	£4.20	£4.62	£0.42	10.0%	Discretionary
4 - 5 Hours	£4.50	£4.95	£0.45	10.0%	Discretionary
Day rate up to 7pm	£5.50	£6.05	£0.55	10.0%	Discretionary
<b>Compton Road Sunday and Bank Holidays</b>					
0 - 1 hour	£1.20	£1.32	£0.12	10.0%	Discretionary
Over 1 hour flat rate	£1.70	£1.87	£0.17	10.0%	Discretionary
Compton Road lay over (Coaches only) - no charge	£0.00	£0.00	£0.00	N/A	Discretionary
<b>Bridge Street (all week)</b>					
0 - 15 minutes	£0.40	£0.44	£0.04	10.0%	Discretionary
Horsefair East - Coaches Drop Off/Pick Up - no charge	£0.00	£0.00	£0.00	N/A	Discretionary
<b>Banbury season ticket prices</b>					
<b>5 Day Permit Valid Monday - Friday</b>					
Annual	£850.00	£935.00	£85.00	10.0%	Discretionary
Quarterly	£231.00	£254.10	£23.10	10.0%	Discretionary
Monthly	£88.00	£96.80	£8.80	10.0%	Discretionary
<b>7 Day Permit Valid Monday - Sunday</b>					
Annual	£1,100.00	£1,210.00	£110.00	10.0%	Discretionary
Quarterly	£297.00	£326.70	£29.70	10.0%	Discretionary
Monthly	£110.00	£121.00	£11.00	10.0%	Discretionary

<b>Car Parking</b>					
<b>Fees and Charges</b>	<b>Fee 23-24 (excl. VAT)*</b>	<b>Proposed Fee 24-25 (excl. VAT)*</b>	<b>Actual Increase</b>	<b>% Increase</b>	<b>Statutory/ Discretionary?</b>
<b>Bicester Short Stay (Charges apply 8am-7pm. Free Parking after 7pm)</b>					
<b>Market Square Monday To Saturday</b>					
0 - 30 Minutes	£1.20	£1.32	£0.12	10.0%	Discretionary
0 - 1 Hour	£2.00	£2.20	£0.20	10.0%	Discretionary
<b>Market Square Sunday and Bank Holidays</b>					
0 - 1 Hour	£1.20	£1.32	£0.12	10.0%	Discretionary
Over 1 hour flat rate	£1.70	£1.87	£0.17	10.0%	Discretionary
<b>Claremont Monday To Saturday</b>					
0 - 1 hour	£1.20	£1.32	£0.12	10.0%	Discretionary
1 - 2 Hours	£2.40	£2.64	£0.24	10.0%	Discretionary
2 - 3 Hours	£3.30	£3.63	£0.33	10.0%	Discretionary
Over 3 hours	£7.50	£8.25	£0.75	10.0%	Discretionary
<b>Claremont Sunday and Bank Holidays</b>					
0 - 1 hour	£1.20	£1.32	£0.12	10.0%	Discretionary
Over 1 hour flat rate	£1.70	£1.87	£0.17	10.0%	Discretionary
<b>Chapel Brook Monday To Saturday</b>					
0 - 1 hour	£1.20	£1.32	£0.12	10.0%	Discretionary
1 - 2 Hours	£2.40	£2.64	£0.24	10.0%	Discretionary
2 - 3 Hours	£3.30	£3.63	£0.33	10.0%	Discretionary
Over 3 hours	£7.50	£8.25	£0.75	10.0%	Discretionary
<b>Chapel Brook Sunday and Bank Holidays</b>					
0 - 1 hour	£1.20	£1.32	£0.12	10.0%	Discretionary
Over 1 hour flat rate	£1.70	£1.87	£0.17	10.0%	Discretionary
<b>Victoria Road Monday To Saturday</b>					
0 - 1 hour	£1.20	£1.32	£0.12	10.0%	Discretionary
1 - 2 Hours	£2.40	£2.64	£0.24	10.0%	Discretionary
2 - 3 Hours	£3.30	£3.63	£0.33	10.0%	Discretionary
Over 3 hours	£7.50	£8.25	£0.75	10.0%	Discretionary
<b>Victoria Road Sunday and Bank Holidays</b>					
0 - 1 hour	£1.20	£1.32	£0.12	10.0%	Discretionary
Over 1 hour flat rate	£1.70	£1.87	£0.17	10.0%	Discretionary
<b>Bicester Long Stay</b>					
<b>Cattle Market Monday To Saturday</b>					
0 - 1 hour	£1.20	£1.32	£0.12	10.0%	Discretionary
1 - 2 Hours	£2.40	£2.64	£0.24	10.0%	Discretionary
2 - 3 Hours	£3.30	£3.63	£0.33	10.0%	Discretionary
3 - 4 Hours	£4.20	£4.62	£0.42	10.0%	Discretionary
4 - 5 Hours	£4.50	£4.95	£0.45	10.0%	Discretionary
Day rate up to 7pm	£5.50	£6.05	£0.55	10.0%	Discretionary
<b>Cattle Market Sunday and Bank Holidays</b>					
0 - 1 hour	£1.20	£1.32	£0.12	10.0%	Discretionary
Over 1 hour flat rate	£1.70	£1.87	£0.17	10.0%	Discretionary
<b>Curtis Place (all week) - no charge</b>					
	£0.00	£0.00	£0.00	N/A	Discretionary



<b>Land Charges</b>					
<b>Fees and Charges</b>	<b>Fee 23-24 (Excl. VAT)</b>	<b>Proposed Fee 24-25 (Excl. VAT)</b>	<b>Actual Increase</b>	<b>% Increase</b>	<b>Statutory/ Discretionary?</b>
Full Search Fee (LLC1 & CON29R)	£185.00	£215.00	£30.00	16.2%	Both Statutory and Discretionary elements as combination of LLC1 and CON29
Additional parcel CON29	£18.00	£25.00	£7.00	38.9%	Discretionary
Additional parcel LLC1	£2.00	£2.00	£0.00	0.0%	Statutory
Additional parcel Q22	£1.25	£1.33	£0.08	6.4%	Discretionary - Fee set by OCC
LLC1 Only (Register search )	£50.00	£50.00	£0.00	0.0%	Statutory
CON 29R only (no LLC1)	£135.00	£165.00	£30.00	22.2%	Discretionary
CON29O (Optional enquiries Question 4-21)	£10.00	£18.00	£8.00	80.0%	Discretionary
CON29O (Question 22) Administration Charge	£0.00	£10.00	£10.00	#DIV/0!	Discretionary
CON29O Question 22	£42.00	£44.17	£2.17	5.2%	Discretionary - Fee set by OCC
PART 3 Own worded enquiries	£20.00	£30.00	£10.00	50.0%	Discretionary

<b>Electoral Services - Electoral Register - Statutory Charges*</b>					
<b>Fees and Charges</b>	<b>Fee 23-24 (excl. VAT)</b>	<b>Proposed Fee 24-25 (Excl. VAT)</b>	<b>Actual Increase</b>	<b>% Increase</b>	<b>Statutory/ Discretionary?</b>
Electoral Register Data format - per transaction	£20.00	£20.00	£0.00	0.00%	Statutory
Electoral Register Data format - per 1000 names or part thereof	£1.50	£1.50	£0.00	0.00%	Statutory
Electoral Register Print format - per transaction	£10.00	£10.00	£0.00	0.00%	Statutory
Electoral Register Print format - per 1000 names or part thereof	£5.00	£5.00	£0.00	0.00%	Statutory
Electoral Register - Marked copies of Register and Absent Lists - Data format - per transaction	£10.00	£10.00	£0.00	0.00%	Statutory
Electoral Register - Marked copies of Register and Absent Lists - Data format - per 1000 names or part thereof	£1.00	£1.00	£0.00	0.00%	Statutory
Electoral Register - Marked copies of Register and Absent Lists - Print format - per transaction	£10.00	£10.00	£0.00	0.00%	Statutory
Electoral Register - Marked copies of Register and Absent Lists - Print format - per 1000 names or part thereof	£2.00	£2.00	£0.00	0.00%	Statutory
Electoral Register - Overseas elections - Data format - per transaction	£20.00	£20.00	£0.00	0.00%	Statutory
Electoral Register - Overseas elections - Data format - per 100 names or part thereof	£1.50	£1.50	£0.00	0.00%	Statutory
Electoral Register - Overseas elections - Print format - per transaction	£5.00	£5.00	£0.00	0.00%	Statutory
Electoral Register - Overseas elections - Print format - per 100 names or part thereof	£5.00	£5.00	£0.00	0.00%	Statutory

\*Prescribed fees as set out in the Representation of the People (England and Wales) Regulations 2001

Appendix 4 - Fees and Charges Schedule

<b>Returning Officer (RO)* - Local Elections (scheduled &amp; unscheduled)**</b>					
<b>Fees and Charges</b>	<b>Current fee</b>	<b>Proposed Fee 24-25 (Excl. VAT)</b>	<b>Actual Increase</b>	<b>% Increase</b>	<b>Statutory/ Discretionary?</b>
For each district ward (3 seats) - 1 seat uncontested	£48.00	£49.32	£1.32	2.75%	Statutory role - personal appointment
For each district ward (3 seats) - 2 seats uncontested	£96.00	£98.64	£2.64	2.75%	Statutory role - personal appointment
For each district ward (3 seats) - 3 seats uncontested	£144.00	£147.96	£3.96	2.75%	Statutory role - personal appointment
For each district ward (3 seats) - 1 seat contested	£100.00	£102.75	£2.75	2.75%	Statutory role - personal appointment
For each district ward (3 seats) - 2 seats contested	£200.00	£205.50	£5.50	2.75%	Statutory role - personal appointment
For each district ward (3 seats) - 3 seats contested	£300.00	£308.25	£8.25	2.75%	Statutory role - personal appointment
Deputy Returning Officer*** (district elections contested and uncontested)	85% RO fee	85% RO fee	N/A	N/A	Statutory role - personal appointment
Returning Officer Count Fee - for each district ward (3 seats) - 1 seat	£60.00	£61.65	£1.65	2.75%	Statutory role - personal appointment
Returning Officer Count Fee - for each district ward (3 seats) - 2 seats contested	£120.00	£123.30	£3.30	2.75%	Statutory role - personal appointment
Returning Officer Count Fee - for each district ward (3 seats) - 3 seats contested	£180.00	£184.95	£4.95	2.75%	Statutory role - personal appointment
Returning Officer - recount fee for each recount	£25.00	£25.69	£0.69	2.75%	Statutory role - personal appointment
Deputy Returning Officer*** count fee district elections	85% RO fee	85% RO fee	N/A	N/A	Statutory role - personal appointment
For each Parish Council / Parish Council Ward - uncontested	£35.00	£35.96	£0.96	2.75%	Statutory role - personal appointment
For each Parish Council / Parish Council Ward - contested	£70.00	£71.93	£1.93	2.75%	Statutory role - personal appointment
Deputy Returning Officer*** (parish elections contested and uncontested)	85% RO fee	85% RO fee	N/A	N/A	Statutory role - personal appointment
Returning Officer Count fee - For each Parish Council / Parish Council Ward - electorate under 1000	£45.00	£46.24	£1.24	2.75%	Statutory role - personal appointment
Returning Officer Count fee - For each Parish Council / Parish Council Ward - electorate 1000 - 2000	£50.00	£51.38	£1.38	2.75%	Statutory role - personal appointment
Returning Officer Count fee - For each Parish Council / Parish Council Ward - electorate 2000 - 3000	£55.00	£56.51	£1.51	2.75%	Statutory role - personal appointment
Returning Officer Count fee - For each Parish Council / Parish Council Ward - electorate greater than 3000	£60.00	£61.65	£1.65	2.75%	Statutory role - personal appointment
Returning Officer - recount fee for each recount	£25.00	£25.69	£0.69	2.75%	Statutory role - personal appointment
Deputy Returning Officer count fee*** (parish elections)	85% RO fee	85% RO fee	N/A	N/A	Statutory role - personal appointment

\*Returning Officer, fee for conducting the election and generally performing the duties required by any enactments relating to the election, other than any duties for which separate fees are provided

\*\*Returning Officer fees for county elections and national are set by the body responsible for funding the election

\*\*\*The CDC Returning Officer fee is increased in line with staff cost of living increase

\*\*\*\*Appointed for the purposes of conducting and generally performing the duties assigned by the Returning Officer, other than duties for which separate fees are provided.

The Returning Officer has delegation to agree the fees their staff working on elections. The Oxfordshire County Council fee schedule for staff working on elections is adopted by all Oxfordshire districts/City, subject to local amendments for local circumstances by the respective Returning Officer

<b>Parish Elections - Uncontested Election</b>					
Fees and Charges	Fee 23-24 (excl. VAT)	Proposed Fee 24-25 (Excl. VAT)	Actual Increase	% Increase	Statutory/ Discretionary?
Uncontested Election recharge - scheduled-election	£250.00	£200.00	-£50.00	-20.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level and recharge consistent with other Oxfordshire districts
Uncontested Election recharge - by-election	£250.00	£200.00	-£50.00	-20.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level and recharge consistent with other Oxfordshire districts

<b>Parish Elections - Contested Scheduled Election (combined)*</b>					
Fees and Charges	Fee 23-24 (excl. VAT)	Proposed Fee 24-25 (Excl. VAT)	Actual Increase	% Increase	Statutory/ Discretionary?
Adderbury	£2,402.50	£2,642.75	£240.25	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Ambrosden	£1,964.26	£2,160.69	£196.43	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Ardley with Fewcott	£1,688.98	£1,857.88	£168.90	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Arncott	£1,798.64	£1,978.50	£179.86	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Banbury Town Council - Calthorpe North Ward	£3,484.53	£3,832.98	£348.45	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Banbury Town Council - Calthorpe South Ward	£3,021.13	£3,323.24	£302.11	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Banbury Town Council - Easington North Ward	£1,782.59	£1,960.85	£178.26	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Banbury Town Council - Easington South Ward	£3,008.80	£3,309.68	£300.88	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Banbury Town Council - Grimsbury Ward	£3,855.96	£4,241.56	£385.60	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Banbury Town Council - Hardwick East Ward	£1,865.91	£2,052.50	£186.59	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Banbury Town Council - Hardwick West Ward	£4,208.79	£4,629.67	£420.88	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Banbury Town Council - Neithrop North Ward	£2,574.69	£2,832.16	£257.47	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Banbury Town Council - Neithrop South Ward	£2,530.21	£2,783.23	£253.02	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Banbury Town Council - Park Road Ward	£3,095.64	£3,405.20	£309.56	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Banbury Town Council - Ruscote Ward	£5,561.83	£6,118.01	£556.18	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Banbury Town Council - Town Centre Ward	£3,161.47	£3,477.62	£316.15	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Barford St John and St Michael	£1,842.42	£2,026.66	£184.24	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Begbroke	£1,797.21	£1,976.93	£179.72	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Bicester Town Council - East Ward	£4,532.06	£4,985.27	£453.21	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Bicester Town Council - North Ward	£3,686.93	£4,055.62	£368.69	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Bicester Town Council - South Ward	£6,137.24	£6,750.96	£613.72	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Bicester Town Council - West Ward	£4,594.28	£5,053.71	£459.43	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Blackthorn	£1,708.62	£1,879.48	£170.86	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Bletchington	£1,841.29	£2,025.42	£184.13	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Bloxham	£2,812.49	£3,093.74	£281.25	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Bodicote	£2,048.01	£2,252.81	£204.80	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Bourton	£1,789.27	£1,968.20	£178.93	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Broughton	£1,720.54	£1,892.59	£172.05	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Bucknell	£1,746.31	£1,920.94	£174.63	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Caversfield	£3,540.91	£3,895.00	£354.09	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Charlton-on-Otmoor	£1,739.29	£1,913.22	£173.93	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level

Appendix 4 - Fees and Charges Schedule

Chesterton	£1,861.45	£2,047.60	£186.15	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Claydon with Clattercot	£1,761.11	£1,937.22	£176.11	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Cropredy	£1,789.47	£1,968.42	£178.95	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Deddington	£2,201.53	£2,421.68	£220.15	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Drayton	£1,741.82	£1,916.00	£174.18	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Duns Tew	£1,816.59	£1,998.25	£181.66	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Epwell	£1,715.30	£1,886.83	£171.53	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Fencott & Murcott	£1,759.21	£1,935.13	£175.92	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Finnere	£1,738.00	£1,911.80	£173.80	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Fringford	£1,795.75	£1,975.33	£179.58	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Fritwell	£1,768.91	£1,945.80	£176.89	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Gosford & Water Eaton	£2,196.47	£2,416.12	£219.65	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Hanwell	£1,780.85	£1,958.94	£178.09	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Hethe	£1,739.63	£1,913.59	£173.96	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Heyford Park	£1,982.19	£2,180.41	£198.22	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Hook Norton	£2,165.50	£2,382.05	£216.55	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Horley	£1,716.54	£1,888.19	£171.65	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Hornton	£1,720.69	£1,892.76	£172.07	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Horton-cum-Studley	£1,762.98	£1,939.28	£176.30	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Islip	£1,838.67	£2,022.54	£183.87	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Kidlington Parish Council - Dogwood Ward	£2,420.60	£2,662.66	£242.06	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Kidlington Parish Council - Exeter Ward	£2,097.68	£2,307.45	£209.77	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Kidlington Parish Council - Orchard Ward	£2,569.53	£2,826.48	£256.95	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Kidlington Parish Council - St Mary's Ward	£2,535.92	£2,789.51	£253.59	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Kidlington Parish Council - Roundham Ward	£2,173.30	£2,390.63	£217.33	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Kirtlington	£1,777.67	£1,955.44	£177.77	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Launton	£1,898.71	£2,088.58	£189.87	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Lower Heyford	£1,801.31	£1,981.44	£180.13	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Merton	£1,741.94	£1,916.13	£174.19	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Middleton Stoney	£1,725.69	£1,898.26	£172.57	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Milcombe	£1,817.40	£1,999.14	£181.74	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Mollington	£1,808.79	£1,989.67	£180.88	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
North Newington	£1,883.62	£2,071.98	£188.36	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Piddington	£1,751.60	£1,926.76	£175.16	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Shenington with Alkerton	£1,732.85	£1,906.14	£173.29	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Shipton-on-Cherwell & Thrupp	£1,798.62	£1,978.48	£179.86	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Shutford	£1,748.84	£1,923.72	£174.88	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Sibford Ferris	£1,747.78	£1,922.56	£174.78	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Sibford Gower	£1,759.67	£1,935.64	£175.97	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Somerton	£1,759.02	£1,934.92	£175.90	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Souldern	£1,782.77	£1,961.05	£178.28	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level

**Appendix 4 - Fees and Charges Schedule**

South Newington	£1,732.51	£1,905.76	£173.25	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Steeple Aston	£1,850.98	£2,036.08	£185.10	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Stoke Lyne	£1,733.36	£1,906.70	£173.34	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Stratton Audley	£1,833.84	£2,017.22	£183.38	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Swalcliffe	£1,690.88	£1,859.97	£169.09	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Tadmarton	£1,761.70	£1,937.87	£176.17	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Upper Heyford	£1,754.45	£1,929.90	£175.45	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Wardington	£1,822.81	£2,005.09	£182.28	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Wendlebury	£1,723.04	£1,895.34	£172.30	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Weston-on-the-Green	£1,761.76	£1,937.94	£176.18	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Wigginton	£1,723.38	£1,895.72	£172.34	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Wroxton	£1,757.13	£1,932.84	£175.71	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level
Yarnton	£2,422.30	£2,664.53	£242.23	10.0%	Statutory requirement to run elections on behalf of parishes - discretionary fee level

\*The increases reflect actual costs but with a fixed maximum amount to enable parish councils to budget accordingly. Going forward, recharges will be reviewed and increased annually.

Parish Elections - By-Election*, excludes poll cards**					
Fees and Charges	Current fee	Proposed Fee 24-25 (Excl. VAT)	Actual Increase	% Increase	Statutory/ Discretionary?
Adderbury	£3,008.04	£3,308.84	£300.80	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Ambrosden	£2,294.92	£2,524.41	£229.49	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Ardley with Fewcott	£1,959.10	£2,155.01	£195.91	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Arccott	£2,096.93	£2,306.62	£209.69	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Banbury Town Council - Calthorpe North Ward	£3,820.95	£4,203.05	£382.10	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Banbury Town Council - Calthorpe South Ward	£3,983.96	£4,382.36	£398.40	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Banbury Town Council - Easington North Ward	£2,126.82	£2,339.50	£212.68	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Banbury Town Council - Easington South Ward	£3,991.90	£4,391.09	£399.19	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Banbury Town Council - Grimsbury Ward	£5,261.91	£5,788.10	£526.19	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Banbury Town Council - Hardwick East Ward	£2,267.47	£2,494.22	£226.75	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Banbury Town Council - Hardwick West Ward	£5,915.58	£6,507.14	£591.56	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Banbury Town Council - Neithrop North Ward	£3,365.43	£3,701.97	£336.54	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Banbury Town Council - Neithrop South Ward	£3,206.96	£3,527.66	£320.70	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Banbury Town Council - Park Road Ward	£4,722.93	£5,195.22	£472.29	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Banbury Town Council - Ruscote Ward	£8,595.66	£9,455.23	£859.57	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Banbury Town Council - Town Centre Ward	£4,442.64	£4,886.90	£444.26	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Barford St John and St Michael	£2,239.98	£2,463.98	£224.00	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Begbroke	£2,143.06	£2,357.37	£214.31	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Bicester Town Council - East Ward	£6,581.62	£7,239.78	£658.16	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Bicester Town Council - North Ward	£5,040.46	£5,544.51	£504.05	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Bicester Town Council - South Ward	£8,127.97	£8,940.77	£812.80	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Bicester Town Council - West Ward	£6,693.05	£7,362.36	£669.31	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Blackthorn	£1,985.38	£2,183.92	£198.54	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Bletchinghamdon	£2,211.73	£2,432.90	£221.17	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Bloxham	£3,425.02	£3,767.52	£342.50	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Bodicote	£2,427.16	£2,669.88	£242.72	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Bourton	£2,127.19	£2,339.91	£212.72	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Broughton	£2,009.23	£2,210.15	£200.92	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Bucknell	£2,067.26	£2,273.99	£206.73	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Caversfield	£3,753.72	£4,129.09	£375.37	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Charlton-on-Otmoor	£2,040.22	£2,244.24	£204.02	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Chesterton	£2,258.55	£2,484.41	£225.86	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Claydon with Clattercot	£2,090.36	£2,299.40	£209.04	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Cropredy	£2,127.59	£2,340.35	£212.76	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Deddington	£2,710.86	£2,981.95	£271.09	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Drayton	£2,032.29	£2,235.52	£203.23	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Duns Tew	£2,194.82	£2,414.30	£219.48	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Epwell	£1,998.74	£2,198.61	£199.87	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Fencott & Murcott	£2,093.07	£2,302.38	£209.31	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Finnere	£2,037.65	£2,241.42	£203.77	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level



Appendix 4 - Fees and Charges Schedule

Fringford	£2,146.64	£2,361.30	£214.66	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Fritwell	£2,086.46	£2,295.11	£208.65	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Gosford & Water Eaton	£2,798.33	£3,078.16	£279.83	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Hanwell	£2,136.35	£2,349.99	£213.64	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Hethe	£2,053.90	£2,259.29	£205.39	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Heyford Park	£2,317.78	£2,549.56	£231.78	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Hook Norton	£2,684.39	£2,952.83	£268.44	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Horley	£2,001.23	£2,201.35	£200.12	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Hornton	£2,009.53	£2,210.48	£200.95	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Horton-cum-Studley	£2,087.61	£2,296.37	£208.76	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Islip	£2,232.49	£2,455.74	£223.25	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Kidlington Parish Council - Dogwood Ward	£3,057.25	£3,362.98	£305.73	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Kidlington Parish Council - Exeter Ward	£2,585.51	£2,844.06	£258.55	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Kidlington Parish Council - Orchard Ward	£3,348.61	£3,683.47	£334.86	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Kidlington Parish Council - St Mary's Ward	£3,244.38	£3,568.82	£324.44	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Kidlington Parish Council - Roundham Ward	£2,693.50	£2,962.85	£269.35	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Kirtlington	£2,097.48	£2,307.23	£209.75	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Launton	£2,196.31	£2,415.94	£219.63	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Lower Heyford	£2,164.27	£2,380.70	£216.43	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Merton	£2,052.02	£2,257.22	£205.20	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Middleton Stoney	£2,019.53	£2,221.48	£201.95	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Milcombe	£2,189.94	£2,408.93	£218.99	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Mollington	£2,179.23	£2,397.15	£217.92	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
North Newington	£2,335.38	£2,568.92	£233.54	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Piddington	£2,071.34	£2,278.47	£207.13	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Shenington with Alkerton	£2,027.35	£2,230.09	£202.74	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Shipton-on-Cherwell & Thrupp	£2,165.38	£2,381.92	£216.54	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Shutford	£2,059.33	£2,265.26	£205.93	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Sibford Ferris	£2,063.70	£2,270.07	£206.37	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Sibford Gower	£2,080.99	£2,289.09	£208.10	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Somerton	£2,086.19	£2,294.81	£208.62	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Souldern	£2,133.68	£2,347.05	£213.37	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
South Newington	£2,039.67	£2,243.64	£203.97	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Steeple Aston	£2,187.60	£2,406.36	£218.76	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Stoke Lyne	£2,041.37	£2,245.51	£204.14	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Stratton Audley	£2,229.33	£2,452.26	£222.93	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Swalcliffe	£1,956.41	£2,152.05	£195.64	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Tadmarton	£2,085.04	£2,293.54	£208.50	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Upper Heyford	£2,077.04	£2,284.74	£207.70	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Wardington	£2,200.77	£2,420.85	£220.08	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Wendlebury	£2,007.73	£2,208.50	£200.77	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Weston-on-the-Green	£2,085.16	£2,293.68	£208.52	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level
Wigginton	£2,021.41	£2,223.55	£202.14	10.0%	Statutory requirement to run elections on behalf of parishes discretionary fee level



**Appendix 4 - Fees and Charges Schedule**

Wroxton	<b>£2,075.91</b>	<b>£2,283.50</b>	<b>£207.59</b>	<b>10.0%</b>	<b>Statutory requirement to run elections on behalf of parishes discretionary fee level</b>
Yarnton	<b>£2,632.64</b>	<b>£2,895.90</b>	<b>£263.26</b>	<b>10.0%</b>	<b>Statutory requirement to run elections on behalf of parishes discretionary fee level</b>

\*Parish recharges reflect actual costs but with a fixed maximum amount to enable parish councils to budget accordingly.

\*\* If a parish council requests poll cards for a by-election, the actual cost of poll cards (production and postage will be recharged)

<b>Public Protection, Environmental Health, Licensing</b>					
<b>Fees and Charges</b>	<b>Fee 23-24 (Excl. VAT)</b>	<b>Proposed Fee 24-25 (Excl. VAT)</b>	<b>Actual Increase</b>	<b>% Increase</b>	<b>Statutory/ Discretionary?</b>
<b>Environmental Health, Environmental Protection and Licensing</b>					
<b>Gambling Act</b>					
Premises	Various				Statutory
<b>Animal Licensing</b>					
Animal Boarding Establishment Licence	£418.50	£460.35	£41.85	10.0%	Discretionary
Pet Shop Licence	£418.50	£460.35	£41.85	10.0%	Discretionary
Riding Establishment Licence	£418.50	£460.35	£41.85	10.0%	Discretionary
Dog Breeding Establishment Licence	£418.50	£460.35	£41.85	10.0%	Discretionary
Dangerous Wild Animals Licence	£418.50	£460.35	£41.85	10.0%	Discretionary
Zoo Licence	£625.00	£687.50	£62.50	10.0%	Discretionary
<b>Skin Piercing, Tattooing, Acupuncture, Electrolysis etc.</b>					
Registration Fee	£115.00	£126.50	£11.50	10.0%	Discretionary
Registration of Premises	£170.00	£187.00	£17.00	10.0%	Discretionary
<b>Scrap Metal</b>					
Variation of scrap metal dealers licence type Collector - Dealer	£225.00	£247.50	£22.50	10.0%	Discretionary
Variation of scrap metal dealers licence - Admin, change of name or replacement	£113.50	£124.85	£11.35	10.0%	Discretionary
Scrap metal dealers site	£520.00	£572.00	£52.00	10.0%	Discretionary
Scrap metal collectors licence	£307.50	£338.25	£30.75	10.0%	Discretionary
<b>Street Trading consent charges</b>					
12 month period	£1,255.00	£1,380.50	£125.50	10.0%	Discretionary
6 month period	£625.00	£687.50	£62.50	10.0%	Discretionary
3 month period	£320.00	£352.00	£32.00	10.0%	Discretionary
1 month period	£180.00	£198.00	£18.00	10.0%	Discretionary
<b>Table and Chairs consent charges</b>					
12 month period (per chair)	£17.00	£18.70	£1.70	10.0%	Discretionary
Pavement licences (per chair- licences cannot extend beyond 30/09/2)	£15.80		-£15.80	-100.0%	Statutory
<b>Private Hire and Hackney Carriage DRIVER Fees and Charges</b>					
Grant of Licence 1 Year	£129.50	£142.45	£12.95	10.0%	Discretionary
Grant of licence 3 Years	£212.00	£233.20	£21.20	10.0%	Discretionary
Renewal of existing licence 1 year	£108.00	£118.80	£10.80	10.0%	Discretionary
Renewal of existing licence 3 years	£186.50	£205.15	£18.65	10.0%	Discretionary
DBS (was CRB) check and DVLA check	£70.00	£77.00	£7.00	10.0%	Discretionary
Knowledge Test	£31.50	£34.65	£3.15	10.0%	Discretionary
Re take of Knowledge test	£27.00	£29.70	£2.70	10.0%	Discretionary
Cost of badge/ replacement badge	£35.00	£38.50	£3.50	10.0%	Discretionary
Cost of replacement paper licence	£17.00	£18.70	£1.70	10.0%	Discretionary
Disability and Safeguarding Awareness Training	£50.00		-£50.00	-100.0%	Fee set by OCC
English Testing	£45.50	£50.05	£4.55	10.0%	Discretionary
<b>Hackney Carriage VEHICLE Fees and Charges</b>					
Grant of licence	£326.00	£358.60	£32.60	10.0%	Discretionary
Renewal of existing licence	£283.00	£311.30	£28.30	10.0%	Discretionary
Replacement licence plate	£25.00	£27.50	£2.50	10.0%	Discretionary
Replacement bracket	£25.00	£27.50	£2.50	10.0%	Discretionary
Change of vehicle only	£123.00	£135.30	£12.30	10.0%	Discretionary
Transfer of licensee only	£62.50	£68.75	£6.25	10.0%	Discretionary
Change of vehicle and licensee	£185.50	£204.05	£18.55	10.0%	Discretionary
<b>Private Hire VEHICLE Fees and Charges</b>					
Grant of new licence	£297.50	£327.25	£29.75	10.0%	Discretionary
Renewal of licence	£273.50	£300.85	£27.35	10.0%	Discretionary
Internal Plate Replacement	£12.50	£13.75	£1.25	10.0%	Discretionary
Plate or bracket replacement	£25.00	£27.50	£2.50	10.0%	Discretionary
Cost of replacement paper licence	£17.00	£18.70	£1.70	10.0%	Discretionary
Change of vehicle only	£123.00	£135.30	£12.30	10.0%	Discretionary
Transfer of licensee only	£62.50	£68.75	£6.25	10.0%	Discretionary
Change of vehicle and licensee	£185.50	£204.05	£18.55	10.0%	Discretionary
<b>Private Hire OPERATOR Fees and Charges</b>					
Operator's Licence (one vehicle only) - 1 year	£157.00	£172.70	£15.70	10.0%	Discretionary
Operator's Licence (one vehicle only) – 5 year	£145.00	£159.50	£14.50	10.0%	Discretionary
For each additional vehicle	£23.00	£25.30	£2.30	10.0%	Discretionary
<b>Sex Establishment Venue</b>					
Application	£1,745.00	£1,919.50	£174.50	10.0%	Discretionary
Renewal	£1,155.00	£1,270.50	£115.50	10.0%	Discretionary
<b>Contaminated land enquiry</b>					
Charge per hour or part thereof	£74.50	£82.00	£7.50	10.1%	Discretionary

<b>Public Protection, Environmental Health, Licensing</b>					
<b>Fees and Charges</b>	<b>Fee 23-24 (Excl. VAT)</b>	<b>Proposed Fee 24-25 (Excl. VAT)</b>	<b>Actual Increase</b>	<b>% Increase</b>	<b>Statutory/ Discretionary?</b>
<b>Health Protection</b>					
Food Export/Hygiene Certificates	£126.00	£139.00	£13.00	10.3%	Discretionary
Food Hygiene Rating Scheme Rescore Visit	£310.00	£341.00	£31.00	10.0%	Discretionary
Food Surrender Certificates	£136.00	£150.00	£14.00	10.3%	Discretionary
Copies of Food Premises Register (a) Single Entry	£4.75	£5.23	£0.48	10.0%	Discretionary
Copies of Food Premises Register (b) Full Register	£355.00	£390.50	£35.50	10.0%	Discretionary
Factual Statements for Civil Proceedings	£175.00	£192.50	£17.50	10.0%	Discretionary
Reports provided under the Environmental Information Regulations	£165.00	£165.00	£0.00	0.0%	Statutory
<b>Water Sampling</b>					
Large/Commercial use supplies (each assessment at £68/hour capped at £500)	£500.00	£500.00	£0.00	0.0%	Statutory
Risk assessment (each assessment at £68/hour capped at £500)	£500.00	£500.00	£0.00	0.0%	Statutory
Sampling (each visit)	£100.00	£100.00	£0.00	0.0%	Statutory
Investigation	£100.00	£100.00	£0.00	0.0%	Statutory
Granting an authorisation	£100.00	£100.00	£0.00	0.0%	Statutory
Analysing a sample:					
Taken under regulation 10	£25.00	£25.00	£0.00	0.0%	Statutory
Taken during Check monitoring	£100.00	£100.00	£0.00	0.0%	Statutory
Taken during Audit monitoring	£500.00	£500.00	£0.00	0.0%	Statutory
<b>Water Sampling Fees:</b>					
Lab Fees (Depending on criteria)	£92.50	£101.75	£9.25	10.0%	Discretionary
Pools (basic swimming pool test)	£36.00	£39.60	£3.60	10.0%	Discretionary
Sampling and admin cost recovery hourly rate	£50.00	£55.00	£5.00	10.0%	Discretionary
Courier charge	£36.00	£39.60	£3.60	10.0%	Discretionary
<b>Health Protection - Food Safety</b>					
Level 2 Food Safety in Catering Course					
Taught Course	£81.50	£89.65	£8.15	10.0%	Discretionary
Taught - Voluntary Groups	£46.00	£50.60	£4.60	10.0%	Discretionary
Taught - Unemployed	£46.00	£50.60	£4.60	10.0%	Discretionary
E-learning (all level 2 courses)	£27.50	£30.50	£3.00	10.9%	Discretionary
Level 2 Personal license Holder elearning and invigilated exam	£90.00	£99.00	£9.00	10.0%	Discretionary
Invigilated exam resit	£28.50	£31.35	£2.85	10.0%	Discretionary
Level 3 Food Hygiene Course Taught Course	£320.00	£352.00	£32.00	10.0%	Discretionary
Cost recovery - Commercial & Business Support					
Basic cost recovery (qualified officer)	£77.00	£84.70	£7.70	10.0%	Discretionary
Full cost recovery (qualified officer)	£85.00	£93.50	£8.50	10.0%	Discretionary
Mileage cost per mile	£0.45	£0.50	£0.05	10.0%	Discretionary
Strive for 5	£278.00	£305.80	£27.80	10.0%	Discretionary
SFBB Packs (without diary)	£17.50	£19.25	£1.75	10.0%	Discretionary
SFBB 48 week diary refills	£16.50	£18.15	£1.65	10.0%	Discretionary
SFBB Pack with 48 week diary refill	£27.50	£30.25	£2.75	10.0%	Discretionary
<b>Mobile Home Sites Fees</b>					
New Application					
1 to 10 pitches	£328.50	£361.35	£32.85	10.0%	Discretionary
11 to 30 pitches	£482.50	£530.75	£48.25	10.0%	Discretionary
31 to 99 pitches	£626.00	£688.60	£62.60	10.0%	Discretionary
100 or more pitches	£780.00	£858.00	£78.00	10.0%	Discretionary
Annual Fee					
1 to 10 pitches	£257.00	£282.70	£25.70	10.0%	Discretionary
11 to 30 pitches	£328.50	£361.35	£32.85	10.0%	Discretionary
31 to 99 pitches	£405.50	£446.05	£40.55	10.0%	Discretionary
100 or more pitches	£482.50	£530.75	£48.25	10.0%	Discretionary
Transfer/amendment	£181.50	£199.65	£18.15	10.0%	Discretionary
Replacement paper licence	£17.00	£18.70	£1.70	10.0%	Discretionary
Lodging rules	£62.40	£68.64	£6.24	10.0%	Discretionary

<b>Public Protection, Environmental Health, Licensing</b>					
<b>Fees and Charges</b>	<b>Fee 23-24 (Excl. VAT)</b>	<b>Proposed Fee 24-25 (Excl. VAT)</b>	<b>Actual Increase</b>	<b>% Increase</b>	<b>Statutory/ Discretionary?</b>
<b>Environmental Enforcement</b>					
Unwanted vehicle	£35.50	£39.00	£3.50	9.9%	Discretionary
Rats & Mice, Per consultation - 3 visits	£62.50	£68.75	£6.25	10.0%	Discretionary
Additional visit	£20.50	£22.55	£2.05	10.0%	Discretionary
Fleas, cockroaches ants, carpet beetles, and other household insects	£79.00	£87.00	£8.00	10.1%	Discretionary
Bedbugs	£112.50	£123.75	£11.25	10.0%	Discretionary
Wasps Nests	£67.75	£74.55	£6.80	10.0%	Discretionary
Collection of stray dogs	£171.00	£189.00	£18.00	10.5%	Both Statutory and Discretionary Elements
Kennel Costs (per day/part of)	£22.50		-£22.50	-100.0%	Discretionary

<b>NOA, Cooper School and Stratfield Brake</b>					
<b>Fees and Charges</b>	<b>Fees 2023-24 (excl. VAT)</b>	<b>Proposed Fee 2024-25 (excl. VAT)</b>	<b>Actual Increase</b>	<b>% Increase</b>	<b>Statutory/ Discretionary?</b>
<b>NORTH OXFORDSHIRE ACADEMY ATP BANBURY</b>					
<b>ATP/GRASS INNER PITCH</b>					
Senior Match	£68.45	£75.30	£6.85	10.0%	Discretionary
Junior Match	£34.10	£37.51	£3.41	10.0%	Discretionary
Senior Training Whole Pitch	£49.45	£54.40	£4.95	10.0%	Discretionary
Senior Training Half Pitch	£30.75	£33.83	£3.08	10.0%	Discretionary
Junior Training Whole Pitch	£26.40	£29.04	£2.64	10.0%	Discretionary
Junior Training Half Pitch	£15.50	£17.05	£1.55	10.0%	Discretionary
<b>NORTH OXFORDSHIRE ACADEMY ATP FOR KEYHOLDERS</b>					
<b>60 Minutes Hire</b>					
Senior Match	£58.75	£64.63	£5.88	10.0%	Discretionary
Junior Match	£21.60	£23.76	£2.16	10.0%	Discretionary
<b>NORTH OXFORDSHIRE ATHLETICS TRACK BANBURY</b>					
<b>Fixtures</b>					
Non Cherwell Based Clubs Fixtures	£53.60	£58.96	£5.36	10.0%	Discretionary
Cherwell Clubs – Seniors Fixtures	£40.90	£44.99	£4.09	10.0%	Discretionary
Cherwell Clubs – Juniors Fixtures	£32.40	£35.64	£3.24	10.0%	Discretionary
Seniors Training	£42.60	£46.86	£4.26	10.0%	Discretionary
Juniors	£22.00	£24.20	£2.20	10.0%	Discretionary
<b>PAVILION/CHANGING/CLUB ROOM HIRE</b>					
Pavilion/Changing/Club Room Hire	£17.35	£19.09	£1.74	10.0%	Discretionary
<b>NOA Holiday Hubs</b>					
Session 8:45am to 3:00pm	£16.55	£18.21	£1.66	10.0%	Discretionary
Session 8:45am to 5:00pm	£21.00	£23.10	£2.10	10.0%	Discretionary
<b>COOPER SCHOOL, BICESTER</b>					
<b>Sports Hall Hire – 55 Minutes</b>					
Senior	£46.10	£50.71	£4.61	10.0%	Discretionary
Junior	£27.55	£30.31	£2.76	10.0%	Discretionary
<b>Badminton Court - 55 minutes</b>					
Senior	£10.20	£11.22	£1.02	10.0%	Discretionary
Junior	£5.00	£5.50	£0.50	10.0%	Discretionary
<b>ATP – 60 Minutes</b>					
Senior Whole Pitch	£53.70	£59.07	£5.37	10.0%	Discretionary
Senior Half Pitch	£35.30	£38.83	£3.53	10.0%	Discretionary
Senior Quarter Pitch	£29.55	£32.51	£2.96	10.0%	Discretionary
Junior Whole Pitch	£45.30	£49.83	£4.53	10.0%	Discretionary
Junior Half Pitch	£28.20	£31.02	£2.82	10.0%	Discretionary
Junior Quarter Pitch	£19.75	£21.73	£1.98	10.0%	Discretionary
<b>Hockey Club – Whole Pitch</b>					
Senior Match – 90 Minutes	£94.60	£104.06	£9.46	10.0%	Discretionary
Senior Training – 60 Minutes	£54.00	£59.40	£5.40	10.0%	Discretionary
Junior Match – 90 Minutes	£49.35	£54.29	£4.94	10.0%	Discretionary
Junior Training – 60 Minutes	£31.90	£35.09	£3.19	10.0%	Discretionary
<b>Performance Hall</b>					
Hire charge (per hour)	£28.60	£31.46	£2.86	10.0%	Discretionary
Hire charge with tiered seating	£57.15	£62.87	£5.72	10.0%	Discretionary
Events hire including seating/lighting/stage					
<b>Cooper Holiday Hubs</b>					
Session 8:45am to 3:00pm	£16.55	£18.21	£1.66	10.0%	Discretionary
Session 8:45am to 5:00pm	£21.00	£23.10	£2.10	10.0%	Discretionary
Public Liability Insurance re-charge charged at 10% of total hire fee.					
*Block bookings of 10 sessions or more are exempt from VAT					

<b>NOA, Cooper School and Stratfield Brake</b>					
<b>Fees and Charges</b>	<b>Fees 2023-24 (excl. VAT)</b>	<b>Proposed Fee 2024-25 (excl. VAT)</b>	<b>Actual Increase</b>	<b>% Increase</b>	<b>Statutory/ Discretionary?</b>
<b>STRATFIELD BRAKE</b>					
Cricket Pitch Hire (per match)	£102.70	£112.97	£10.27	10.0%	Discretionary
Cricket Pitch Hire (per match) - junior	£50.85	£55.94	£5.09	10.0%	Discretionary
Cricket Nets Hire (per hour)	£15.85	£17.44	£1.59	10.0%	Discretionary
Rugby Pitch Hire - Adult Matches (per match)	£74.15	£81.57	£7.42	10.0%	Discretionary
Rugby Pitch Hire - Adult Training (per hour)	£47.70	£52.47	£4.77	10.0%	Discretionary
Rugby Pitch Hire - Junior Matches (per match)	£40.25	£44.28	£4.03	10.0%	Discretionary
Rugby Pitch Hire - Junior Training (per hour)	£25.40	£27.94	£2.54	10.0%	Discretionary
Rugby Pitch Hire - Mini Matches (per match)	£18.00	£19.80	£1.80	10.0%	Discretionary
Rugby Pitch Hire - Mini Training (per hour)	£10.60	£11.66	£1.06	10.0%	Discretionary
GAB Adult Pitch Hire - Match	£59.30	£65.23	£5.93	10.0%	Discretionary
GAB Adult Pitch Hire - Training	£40.25	£44.28	£4.03	10.0%	Discretionary
GAB Junior Pitch Hire - Match	£32.85	£36.14	£3.29	10.0%	Discretionary
GAB Junior Pitch Hire - Training	£22.25	£24.48	£2.23	10.0%	Discretionary
GAB Mini Pitch Hire - Match	£14.85	£16.34	£1.49	10.0%	Discretionary
GAB Mini Pitch Hire - Training	£10.60	£11.66	£1.06	10.0%	Discretionary
Football Pitch Hire - Adult Matches (per match)	£74.15	£81.57	£7.42	10.0%	Discretionary
Football Pitch Hire - Adult Training (per hour)	£47.70	£52.47	£4.77	10.0%	Discretionary
Football Pitch Hire - Junior Matches (per match)	£40.25	£44.28	£4.03	10.0%	Discretionary
Football Pitch Hire - Junior Training (per hour)	£26.45	£29.10	£2.65	10.0%	Discretionary
Football Pitch Hire - Mini Matches (per match)	£18.00	£19.80	£1.80	10.0%	Discretionary
Football Pitch Hire - Mini Training (per hour)	£10.60	£11.66	£1.06	10.0%	Discretionary
KYFC Football Pitch Hire - Junior Matches (per match) 9v9 & 11v11	£31.85	£35.04	£3.19	10.0%	Discretionary
KYFC Football Pitch Hire - Junior Training(p.hr) 9v9 & 11v11	£25.45	£28.00	£2.55	10.0%	Discretionary
KYFC Football Pitch Hire - Mini Matches (per match) 5v5 & 7v7	£14.85	£16.34	£1.49	10.0%	Discretionary
KYFC Football Pitch Hire - Mini Training (p.hr) 5v5 & 7v7	£10.60	£11.66	£1.06	10.0%	Discretionary
Function Room Hire - per hour	£28.05	£30.86	£2.81	10.0%	Discretionary
Running Club Showers	£1.40	£1.54	£0.14	10.0%	Discretionary
Changing Room Hire (per hour)	£10.60	£11.66	£1.06	10.0%	Discretionary

<b>HOLIDAY ACTIVITIES</b>					
<b>Fees and Charges</b>	<b>Fees 2023-24 (excl. VAT)</b>	<b>Proposed Fees 2024-25 (excl. VAT)</b>	<b>increase in %</b>	<b>increase in £</b>	<b>Statutory/ Discretionary?</b>
Day booking for holiday activity (8:45am to 3:00pm)	£15.60	£22.50	44.23%	6.9	Discretionary

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**Cherwell District Council**  
**Equality Impact Assessment**

**Transformation Budget and Business Planning 2024/25: Overarching Equality Impact Assessment**

**Section 1: Summary details**

<b>Directorate and Service Area</b>	All Directorates and Service Areas
<b>What is being assessed?</b> (e.g. name of policy, procedure, project, service or proposed service change).	This assessment sets out the overall impact that the transformation budget and business planning proposals have on a range of equality and diversity characteristics, including the nine protected characteristics defined under the Equality Act 2010, and sets out any mitigations that have been put in place against possible negative impacts.
<b>Is this a new or existing function or policy?</b>	This impact assessment provides an overview of the 2024/25 transformation budget and business planning proposals and so comments on changes to existing programmes as well as new proposals.
<b>Summary of assessment</b> Briefly summarise the policy or proposed service change and its possible impacts. Does the proposal bias, discriminate or unfairly disadvantage individuals or groups within the community? (Following completion of the assessment).	<p>This assessment covers the overall transformation budget and business planning proposal for Cherwell District Council and seeks to highlight key evidence and intelligence that the Council has used to assess the impact of its budget proposals on the nine protected characteristics set out in the Equality Act 2010. The Council has also assessed the impact on those living in rural areas, those living with social deprivation, armed forces communities and carers.</p> <p>An initial review of all proposals was completed by the Performance and Insight Team to review the impact of savings and determine where mitigations would be required. This overarching impact assessment has been carried out taking into account any individual Equalities Impact Assessments plus the combined impact of proposals for the budget.</p> <p>After assessing the proposed savings and their com we have determined that none of the proposals will have an impact on residents within the protected characteristics, however, the following proposal could potentially impact a group within the additional characteristics:</p> <ul style="list-style-type: none"> <li>• Charging for replacement bins and caddies</li> </ul>
<b>Completed by</b>	Celia Prado-Teeling – Performance & Insight Team Leader

<b>Authorised by</b>	Shona Ware – Assistant Director Customer Focus
<b>Date of Assessment</b>	October, 2023

**Section 2: Detail of proposal**

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<p><b>Context / Background</b> Briefly summarise the background to the policy or proposed service change, including reasons for any changes from previous versions.</p>	<p>The Council’s budget and business planning proposals are designed to enable us to deliver the key priorities in our Business Plan supporting our communities to thrive and businesses to grow. Our strategic priorities are:</p> <ul style="list-style-type: none"> <li>• Housing that meets your needs</li> <li>• Leading on environmental sustainability</li> <li>• An enterprising economy with strong and vibrant local centres</li> <li>• Healthy, resilient and engaged communities</li> </ul> <p>In addition, key themes including climate action and addressing inequality will be critical in supporting the delivery of the Council’s overarching priorities and vision.</p> <p>This budget and business planning round has been impacted by ongoing uncertainty in major funding streams such as Business Rates. In addition, significant budget pressures have arisen due to the cost of living crisis and the associated high levels of inflation. In combination, this is resulting in a challenging budgeting and business planning process which is hoping to address some of these pressure through a transformation programme that has been part of this Budget and Business Planning process to make sure we are making the most of our current resources.</p> <p>Every savings proposal considered (efficiency or for public consultation) was required to undertake an initial Equalities Impact Assessment, completed by the service manager, to indicate whether they had identified any potential impacts of their savings proposals on protected characteristics. Please note that completing an individual Equalities Impact Assessment is mandatory for all new projects, policies, strategies, and proposals presented by council services.</p> <p>Changes to fees and charges are addressed in the associated Fees and Chares schedule. Any increase to fees and charges may impact on those with more need to use a service, including due to an individual having one or more of the protected characteristics. Changes to fees and charges are proposed after consideration of inflation, service need, benchmarking, and market opportunities.</p>
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	<p>Where material service impact has been assessed from changes in charges these will be addressed through the equality impact assessment process that supports decision making on the budget and business planning report or the later specific decision making process associated with review and any subsequent proposed change.</p>
<p><b>Proposals</b> Explain the detail of the proposals, including why this has been decided as the best course of action</p>	<p>The overall budget savings proposals for 2024-25 have been developed with the objective of effectively targeting services, so that we continue to meet the needs of the most vulnerable and fulfil our statutory duties. The savings proposals reviewed are:</p> <ul style="list-style-type: none"> <li>• To better reflect the service we provide, and propose changes in the housing market, with increase of license fees for Houses in Multiple Occupation by 10%</li> <li>• Reviewing CCTV coverage across the district to remove duplication or no longer necessary coverage where appropriate to reduce monitoring and maintenance costs</li> <li>• Providing playground inspections internally</li> <li>• Generate additional income from inspecting taxis by widening the MOT offer</li> <li>• Introduce a charge for replacing bins and food caddies that are lost or damaged (except for any damage caused by the crews when emptying them) - £40 for a wheeled bin, £10 for a large food caddy ,and £5 for a small food caddy –</li> </ul>

	<ul style="list-style-type: none"> <li>• To introduce a range of charges for collecting different bulky waste items to better reflect the actual cost of providing this service rather than one fixed cost. To introduce a premium service for urgent collections</li> <li>• Ensuring those currently receiving weekly waste collections to have the appropriate containers, and move to fortnightly collections, in line with the rest of the district. This would reduce our operational costs, improve overall efficiency, and encourage households to reduce the amount of waste they produce</li> <li>• Changing the working pattern of our street cleansing services to maintain high standards but reduce operational costs</li> <li>• Only retain and maintain Cherwell District Council owned public conveniences that are fully accessible. This would mean keeping the Changing Places facilities in Bicester, Banbury and Kidlington and closing the public conveniences at Banbury Bus Station and Pioneer Square that do not meet these standards</li> </ul>
<p><b>Evidence / Intelligence</b> List and explain any data, consultation outcomes, research findings, feedback from service users and stakeholders etc, that supports your proposals and can help to inform the judgements you make about potential impact</p>	<p>In considering the impact of budget proposals before they are formally agreed, the Council undertakes a detailed process of democratic and community engagement. This includes:</p> <ul style="list-style-type: none"> <li>• Using the Oxfordshire Joint Strategic Needs Assessment (JSNA) of health and wellbeing needs, the associated Equalities Briefing and Cherwell District Profile and the results of the 2021 Census, to consider the making of our communities, and the possible impact of the proposals as they are drawn up.</li> <li>• A public consultation process, the results of which are published alongside the Transformation Budget and Business Planning proposals.</li> <li>• A democratic process including agreement of proposals by Executive, analysis and comment on those proposals by Budget and Business Planning Committee, and adoption of the budget by Full Council. Each of these stages provides an opportunity to invite comment and engagement from the public and representatives of particular organisations or population groups.</li> </ul>

**Section 3: Impact Assessment**

**Assessing the evidence and impact on those within the protected and additional characteristics**

**Age:** According to the 2021 Census there are 161,016 residents in Cherwell, of which 2.3% (3,751) are aged 85+. Cherwell’s population is ageing with the 85+ population predicted to increase by 88% by 2037. No specific issues relating to resident’s age have been identified as likely to arise as a result of these proposals.

**Disability:** Around 15% of Cherwell’s population have a disability, according to the Census 2021. No specific issues relating to disabilities have been identified as likely to arise as a result of these proposals.

**Gender Reassignment:** During the 2021 Census, a total of 657 residents stated that their gender identity is different from the sex registered at birth. No specific issues relating to gender reassignment have been identified as likely to arise as a result of these proposals.

**Pregnancy and Maternity:** There were 1,784 live births in Cherwell in 2022, a higher fertility rate in comparison with the county average. No specific issues relating to pregnancy nor maternity have been identified as likely to arise because of these proposals.

**Marriage and Civil Partnership:** According to the 2021 Census 48.6% of residents in Cherwell were married or in a civil partnership and 682 registered same-sex civil partnerships. No specific issues relating to marriage and civil partnership have been identified as likely to arise as a result of these proposals.

**Race including ethnic or national origin, colour or nationality:** In the 2021 Census, 88.7% of Cherwell’s residents identified as white, 6% as Asian/Asian British or Asian Welsh, 2.9% as mixed or multiple ethnic groups, 1.8% were Black/Black African/ Black Caribbean or Black British and 1.3% were other ethnic groups. The majority of ethnic minority populations in Cherwell are based in Banbury. In regard to nationality 86.7% of residents only have UK national identity, 11% has a non-UK identity and 2.3% has UK identity and a non-UK identity (simultaneously). No specific issues relating to race including ethnic or national origin, colour or nationality have been identified as likely to arise as a result of these proposals.

**Religion or belief:** Regarding religion and belief, in the 2021 Census 50% of Cherwell residents identified as Christians, 38% as having no religion, 6.1% did not answer, 3.2% as Muslim, 0.8% as Hindu, 0.6% as Buddhist, 0.4% as Sikh, 0.5% other religion and 0.1% Jewish. No specific issues relating to religion or belief have been identified as likely to arise as a result of these proposals.

**Sex:** In the 2021 Census, Cherwell reported to have a population composed by 81,112 females (50.4%) and 79,904 (49.6%) males. No specific issues relating to sex have been identified as likely to arise as a result of these proposals.

**Sexual Orientation:** According to the Census 2021, of all over 16 years old Cherwell residents, 90.3% identified as heterosexual, 1.3% as gay or lesbian, 1.1% bisexual, 0.2% pansexual, 0.1 asexual and 6.8% did not respond. No specific issues relating to sexual orientation have been identified as likely to arise as a result of these proposals.

**Rural Communities:** Oxfordshire is the most rural county in the South East at 2.6 people per hectare and 40% of our population live in smaller towns and villages. No specific issues relating to rural communities have been identified as likely to arise as a result of these proposals.

**Armed Forces:** According to the Census 2021 there are 4,214 residents in Cherwell that have previously served in regular UK armed forces. No specific issues relating to the armed forces have been identified as likely to arise as a result of these proposals.

**Carers:** In 2021 there were a total of 11,597 unpaid carers in Cherwell. No specific issues relating to carers have been identified as likely to arise as a result of these proposals.

**Carer leavers:** Care Leavers face many challenges as they move into adulthood, such as those relating to careers, education, accommodation, and personal change. This assessment has identified no specific impact of our budget and business planning proposals on Care Leavers.

**Areas of Social Deprivation:** Although Oxfordshire is generally considered to be relatively affluent, there are pockets of deprivation and a number of these are located in Cherwell wards. Parts of Banbury Cross and Neithrop, Banbury Ruscote, Bicester South and Ambrosden, Bicester West, Kidlington East, and Launton and Otmoor are within the 20% most deprived areas of Cherwell.

The proposal of charging for replacement bins and caddies could have an impact on those with a lower income, as per our internal procedures an Equalities Impact Assessment has been completed as part of the proposal to establish mitigating actions. The recent increase to minimum wage and Universal Credit will contribute to mitigate the potential impact of this proposal.

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**Cherwell District Council**  
**Equality and Climate Impact Assessment**

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## Section 1: Summary details

<b>Directorate and Service Area</b>	Environmental Services
<b>What is being assessed</b> (e.g. name of policy, procedure, project, service or proposed service change).	New Charges
<b>Is this a new or existing function or policy?</b>	New
<b>Summary of assessment</b> Briefly summarise the policy or proposed service change. Summarise possible impacts. Does the proposal bias, discriminate or unfairly disadvantage individuals or groups within the community?  (following completion of the assessment).	The proposal of introducing a charge for replacing bins and food caddies that are lost or damaged (except for any damage caused by the crews when emptying them), have been proposed by the service after careful consideration and analysis. We understand that there could be a possible impact on residents in our areas of deprivation, who live from a lower income, as part of our analysis we have benchmarked with other councils, making sure our charges are sufficient but fair, mitigating action is reflected below.
<b>Completed By</b>	Ed Potter
<b>Authorised By</b>	
<b>Date of Assessment</b>	24/11/23

**Section 2: Detail of proposal**

<p><b>Context / Background</b></p> <p>Briefly summarise the background to the policy or proposed service change, including reasons for any changes from previous versions.</p>	<p>Currently any lost or damaged bins (wheeled bins, large and small food caddy) have been replaced at no extra charge, given the current pressures due to the increasing inflation continuing doing so is not financially viable for the council. Our proposal includes to maintain the free of charge replacement only in cases were the damaged has been caused by our crews during collection</p>
<p><b>Proposals</b></p> <p>Explain the detail of the proposals, including why this has been decided as the best course of action.</p>	<p>Introduce a charge for replacing bins and food caddies that are lost or damaged (except for any damage caused by the crews when emptying them).</p> <p>£40 for a wheeled bin</p> <p>£10 for a large food caddy</p> <p>£5 for a small food caddy.</p>

<p><b>Evidence / Intelligence</b></p> <p>List and explain any data, consultation outcomes, research findings, feedback from service users and stakeholders etc, that supports your proposals and can help to inform the judgements you make about potential impact on different individuals, communities or groups and our ability to deliver our climate commitments.</p>	<p>The proposal is in line with with other councils, a benchmarking exercise has been conducted.</p>
<p><b>Alternatives considered / rejected</b></p> <p>Summarise any other approaches that have been considered in developing the policy or proposed service change, and the reasons why these were not adopted. This could include reasons why doing nothing is not an option.</p>	<p>With the current increasing inflation is not financially viable for the council to provide the bins free of charge. We will continue to do so only in cases when the damage has been caused by our crews during collection.</p>

**Section 3: Impact Assessment - Protected Characteristics**

Protected Characteristic	No Impact	Positive	Negative	Description of Impact	Any actions or mitigation to reduce negative impacts	Action owner* (*Job Title, Organisation)	Timescale and monitoring arrangements
Age	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Disability	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Gender Reassignment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Marriage & Civil Partnership	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Pregnancy & Maternity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Race	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Sex	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Sexual Orientation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Religion or Belief	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				

## Section 3: Impact Assessment - Additional Community Impacts

Additional community impacts	No Impact	Positive	Negative	Description of impact	Any actions or mitigation to reduce negative impacts	Action owner (*Job Title, Organisation)	Timescale and monitoring arrangements
Rural communities	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Armed Forces	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Carers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Areas of deprivation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	We are conscious that any new charges can be challenging for residents on a lower income, some of then are difficult to avoid due to the current financial climate.	The recent increase into the minimum wage, Universal Credit and other benefits hopefully will help to mitigate any impact. We will continue to monitor the situation.	Ed Potter	Ongoing

**Section 3: Impact Assessment - Additional Wider Impacts**

<b>Additional Wider Impacts</b>	<b>No Impact</b>	<b>Positive</b>	<b>Negative</b>	<b>Description of Impact</b>	<b>Any actions or mitigation to reduce negative impacts</b>	<b>Action owner* (*Job Title, Organisation)</b>	<b>Timescale and monitoring arrangements</b>
<b>Other Council Services</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<b>Providers</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<b>Social Value <sup>1</sup></b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				

<sup>1</sup> If the Public Services (Social Value) Act 2012 applies to this proposal, please summarise here how you have considered how the contract might improve the economic, social, and environmental well-being of the relevant area



**Section 3: Impact Assessment - Climate Change Impacts**

CDC aim to be carbon neutral by 2030. How will your proposal affect our ability to reduce carbon emissions related to

Climate change impacts	No Impact	Positive	Negative	Description of impact	Any actions or mitigation to reduce negative impacts	Action owner (* Job Title, Organisation)	Timescale and monitoring arrangements
Energy use in our buildings or highways	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Our fleet	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Staff travel	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Purchased services and products (including construction)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The impact of making a charge for replacement containers will lead to a reduction in the number of containers replaced with more containers being repaired rather than being replaced		Ed Potter	
Maintained schools	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				

## Appendix 5b

We are also committed to enable Cherwell to become carbon neutral by 2030 and Oxfordshire by 2050. How will your proposal affect our ability to:

Climate change impacts	No Impact	Positive	Negative	Description of impact	Any actions or mitigation to reduce negative impacts	Action owner (*Job Title, Organisation)	Timescale and monitoring arrangements
Enable carbon emissions reduction at district/county level?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				

**Section 4: Review**

Where bias, negative impact or disadvantage is identified, the proposal and/or implementation can be adapted or changed; meaning there is a need for regular review. This review may also be needed to reflect additional data and evidence for a fuller assessment (proportionate to the decision in question). Please state the agreed review timescale for the identified impacts of the policy implementation or service change.

<b>Review Date</b>	December 2024
<b>Person Responsible for Review</b>	Ed Potter
<b>Authorised By</b>	

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By virtue of paragraph(s) 2, 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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## Budget Planning Committee Work Programme 2023/24

Date	Agenda Items
<b>23-Jan-24</b>	Draft 2024/25 Capital and Investment Strategy Draft 2024/25 Reserves Strategy and Medium Term Reserves Plan Finance Monitoring Report - P8 November 2023 Work Programme Update
<b>05-Mar-24</b>	Finance Monitoring Report - Q3 - December 2023 Work Programme Update
<b>May-24</b>	Finance Monitoring Report - P10 - January 2024 Work Programme Update

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