



DARLINGTON

Borough Council

Economy and Resources Scrutiny Committee Agenda

9.30 am

Thursday, 6 January 2022

Via Microsoft Teams

As a result of concerns around the Omicron variant, this meeting will be held on a virtual basis. Members of the public can view a live stream of the meeting at:

<https://www.darlington.gov.uk/livemeetings>

Members of the public wanting to make representations at the meeting can do so by e-mailing shirley.wright@darlington.gov.uk no later than 9.30 a.m. on Wednesday, 5 January, 2022. Members of the public may also approach their Ward Councillors (who can attend this virtual meeting) and request that they put their views to the Committee.

1. Introductions/Attendance at Meeting
2. Declarations of Interest
3. Minutes –
To approve the Minutes of the meeting of this Scrutiny Committee held on 4 November 2021
(Pages 3 - 6)
4. Customer Services and Digital Strategy –
Report of the Assistant Director Housing and Revenues
(Pages 7 - 24)
5. Performance Indicators Quarter 2 - 2021/22 –
Report of the relevant Assistant Directors
(Pages 25 - 34)
6. Medium Term Financial Plan 2022/23 to 2025/26 –

Report of the Assistant Director Resources
(Pages 35 - 106)

7. Work Programme –
Report of the Assistant Director Law and Governance
(Pages 107 - 118)
8. SUPPLEMENTARY ITEMS (if any) which in the opinion of the Chair of this Committee are
of an urgent nature and can be discussed at this meeting
9. Questions



Luke Swinhoe
Assistant Director Law and Governance

Wednesday, 29 December 2021

Town Hall
Darlington.

Membership

Councillors Bartch, Boddy, Crudass, Harker, L Hughes, Mrs D Jones, McEwan, Paley, Renton,
Wright and Vacancy

If you need this information in a different language or format or you have any other queries on
this agenda please contact Shirley Wright, Democratic Manager, Operations Group, during
normal office hours 8.30 a.m. to 4.45 p.m. Mondays to Thursdays and 8.30 a.m. to 4.15 p.m.
Fridays E-mail: shirley.wright@darlington.gov.uk or telephone 01325 405998

ECONOMY AND RESOURCES SCRUTINY COMMITTEE

Thursday, 4 November 2021

PRESENT – Councillors Renton (Chair), Bartch, Boddy, Harker, L Hughes, Mrs D Jones and McEwan

APOLOGIES – Councillors Crudass, Paley and Wright

ABSENT – Councillors

ALSO IN ATTENDANCE – Councillors Curry, Durham and Marshall

OFFICERS IN ATTENDANCE – Mark Ladyman (Assistant Director Economic Growth), Brett Nielsen (Assistant Director Resources), Anthony Sandys (Assistant Director - Housing and Revenues), Brian Robson (Head of Capital Projects) and Shirley Wright (Democratic Manager)

ER20 DECLARATIONS OF INTEREST

There were no declarations of interest reported at the meeting.

ER21 MINUTES

Submitted – The Minutes (previously circulated) of a meeting of this Scrutiny Committee held on 2nd September, 2021.

RESOLVED – That the Minutes be approved as a correct record.

ER22 CLIMATE CHANGE CROSS PARTY WORKING GROUP - UPDATE

The Chief Executive submitted a report (previously circulated) requesting this Scrutiny Committee to note the Climate Change Action Plan (also previously circulated) which had been approved by Cabinet at its meeting held on 5 October, 2021.

The submitted report outlined the background to the production of the Climate Change Strategy in July 2020, and it was reported that the action plan had been produced as the supporting document to that Strategy to help achieve its commitments and the approach being taken by the Council to achieve a carbon budget.

Following questions by Members, it was reported that each action within the plan, which was designed to be a rolling, organic plan which would be continually reviewed to allow the Council to respond to new technologies, new understanding and government initiatives as they arose, had an indication of its current status, whether funding was available and under which Cabinet Portfolio each action sat. It was also confirmed that milestones would be developed year by year to enable robust reporting to Full Council every six months and that an annual report would be produced.

Discussion ensued on the need for the Plan to be supported with milestones and costings to enable better understanding of what residents were being asked to support and how this

Scrutiny Committee could scrutinise the Action Plan going forward and hold Directors and Cabinet Members accountable for the actions within their own areas.

RESOLVED – (a) That a further briefing be given to Members of this Scrutiny Committee on the Climate Change Action Plan

(b) That consideration be given to Climate Change being included as a standing item on future agendas for this Scrutiny Committee.

ER23 COUNCIL TAX SUPPORT - SCHEME APPROVAL 2022/23

The Group Director of Operations submitted a report (previously circulated) requesting this Scrutiny Committee's views on the draft Council Tax Support Scheme for 2022-23 (also previously circulated) which was due to be considered by Cabinet at its meeting scheduled to be held on 9 November 2021.

The submitted report outlined the background to the approval of the last local Council Tax Scheme which had become operational with effect from 1 April 2021 and reminded Members that the Council was required to set a Council Tax scheme each year and that, as part of that scheme, was also required to consider whether any changes should be made to the existing scheme and, where any changes were made, consider what transitional protection, if any, should apply to anyone affected by those changes.

The submitted report set out the details of the proposed Scheme for 2022-23 and it was reported that there were no significant changes proposed to the existing scheme, however, Members were requested to forward views to Cabinet in relation to continuing to provide up to 100 per cent Council Tax Support for care leavers up to the age of 25 and to continue to provide up to 80 per cent support for all other working age people.

RESOLVED – That Cabinet be advised that, having considered the report, it has no further comments to make on the recommendation that up to 100 per cent Council Tax support should continue to be provided for care leavers up to the age of 25 and that up to 80 per cent support for all other working age people should continue.

ER24 PROJECT POSITION STATEMENT AND CAPITAL PROGRAMME MONITORING - QUARTER 2

The Group Director of Operations submitted a report (previously circulated) together with a report (also previously circulated) scheduled to be considered by Cabinet at its meeting to be held on 9th November 2021 giving a summary of the latest capital resources and commitment position to inform monitoring of the affordability and funding of the Council's capital programme, together with an update on the current status of all construction projects which were currently being managed by the Council.

It was reported that the Council had a substantial annual construction programme of work which was delivering a wide range of improvements to the Council's assets and more critically to Council services and that there were currently 46 live projects being managed with an overall projected outturn value of £138.692 million and that the majority of the Council's projects were running to time, cost and quality expectations, however, they were

being monitored in view of the current pressures on resources in the construction sector nationally.

Particular reference was made to the background to the drainage works at Ingenium Park, which were planned to be undertaken in phases, to be constructed at the same time and the recommendation to Cabinet for it to approve the transfer of £652,000 which had originally been set aside as contingency for the early phases of Central Park, to cover the delivery of a larger drainage system for future phases of Ingenium Park.

RESOLVED – That Cabinet be advised that, in understanding the reasons for the need to complete the drainage works in one phase, this Scrutiny Committee supports the recommendations and has no further comments to make.

ER25 REVENUE BUDGET MONITORING - QUARTER 2

The Group Director of Operations submitted a report (previously circulated) together with a report (also previously circulated) which was being considered by Cabinet at its meeting scheduled to be held on 9th November 2021.

It was reported that the Council's projected reserves at the end of 2021-21 were £29.536 million, a £4.610 million improvement on the initial 2021-25 MTFP position and Members were advised that this improvement in reserves, included a brought forward amount of £2.317 million from 2020/21, £0.185 million of projected departmental overspend, the rebasing exercise of £0.993 million, a £0.570 million increase in corporate resources and £0.915 million which was required from the CV19 reserve (a total drawn down from the reserve of £1.385m to fund the departmental CV19 costs and £0.470m to refund the shortfall in government grant for Sales, Fees and Charges in corporate resources).

The Assistant Director Resources reported that of the £29.536 million projected reserves, there was a risk reserve balance of £5.350million and a commitment to use £15.838 million to support years two to four of the current MTFP, leaving a surplus of £8.348 of unallocated reserves.

RESOLVED – That the report be noted.

ER26 WORK PROGRAMME

The Group Director of Operations submitted a report (previously circulated) requesting that further consideration be given to the work programme of this Scrutiny Committee for the Municipal Year 2021/22.

It was reported that a number of Councillors had expressed an interest in participating in the Strengthening Families Programme Task and Finish review Group which was to be established.

RESOLVED - That the report be noted and the following Members be appointed to serve on the Strengthening Families Task and Finish Review Group :-

Councillors Boddy, Crudass, Harker, McEwan and Renton.

This page is intentionally left blank

**ECONOMY AND RESOURCES SCRUTINY COMMITTEE
6 FEBRUARY 2022**

CUSTOMER SERVICES AND DIGITAL STRATEGY

SUMMARY REPORT

Purpose of the Report

1. To consider the draft Customer Services and Digital Strategy for 2021-24 at **Appendix 1**.

Summary

2. The Customer Services and Digital Strategy for 2021-24 sets out our vision for delivering excellent services to our customers and in particular, how more of these will be delivered through digital channels.
3. The strategy also provides the commitment to support those customers to access Council services who, for whatever reason, are unable to use our on-line services.
4. A public consultation and equality impact assessment screening undertaken on the strategy, together with planned actions to address issues raised are included in the main report.

Recommendations

5. It is recommended that Members:-
 - (a) Consider the contents of the report, and
 - (b) Recommend the Customer Services and Digital Strategy for 2021-24 for approval by Cabinet.

Reasons

6. The recommendations are supported by the following reason; implementation of the strategy will lead to improvements in our customer services, improvements to our digital services and actions taken to reduce digital exclusion in our community.

Anthony Sandys
Assistant Director – Housing and Revenues

Background Papers

No background papers were used in the preparation of this report.

Anthony Sandys: Extension 6926

S17 Crime and Disorder	There are no issues
Health and Wellbeing	There is no impact in this report
Carbon Impact and Climate Change	The promotion of on-line digital services will help the Council to reduce its carbon impact
Diversity	The Customer Services and Digital Strategy will ensure that residents who are digitally excluded are provided with appropriate support
Wards Affected	All wards
Groups Affected	All groups
Budget and Policy Framework	There are no implications
Key Decision	This is a key decision
Urgent Decision	This is not an urgent decision
Council Plan	This report contributes to the Council Plan by involving Members in the plan to deliver the availability of Council services on-line
Efficiency	The increased use of on-line services will deliver efficiencies for the Council and its customers
Impact on Looked After Children and Care Leavers	This report has no impact on Looked After Children or Care Leavers

MAIN REPORT

Information and Analysis

7. The Customer Services and Digital Strategy for 2021-24 sets out our vision for delivering excellent services to our customers and in particular, how more of these will be delivered through digital channels. The strategy also provides the commitment to support those customers to access Council services who, for whatever reason, are unable to use our on-line services.
8. The strategy focusses on 7 key aims:
 - (a) **Provide excellent customer services** – delivering all services through face to face, telephone or digital channels to a clear set of performance standards. These standards will be developed in consultation with staff, Members and customers.
 - (b) **Provide good quality, easy to use digital services** – ensuring that we provide customers with safe and reliable digital access to all of our applications, service requests, enquiries and payments.
 - (c) **Make it clear how customers can contact us** – making digital the first choice for contacting the Council, but always providing customers with information about how they can speak to a member of staff.

- (d) **Make it clear what we can help customers with and what we can't** – expecting those customers who can use digital self-serve channels to do so, freeing up our staff to help and support those customers who cannot use our on-line services.
 - (e) **Deliver value for money** – using technology to improve services and deliver efficiencies, investing any savings into providing extra support for customers who need it.
 - (f) **Invest in our people** – ensuring our staff have the right skills and IT equipment to support our customers.
 - (g) **Listen to our customers and use this to improve services** – asking customers about the services they have received and using this feedback to make improvements, including complaints about our services.
9. The strategy also sets out our proposals to support those customers who are digitally excluded. This will range from providing assistance to use our on-line services to full support, where this is required.
10. The strategy also sets out what improvements we are planning to the Council's website, further improvements to our Customer Services Centre and our proposals to increase the number of Council services available on-line.
11. The outcomes we expect to achieve as a result of the proposed improvements are set out at the end of the document and these can be reported to members at future Scrutiny meetings.

Equalities Considerations

12. An equality impact assessment screening form is provided at **Appendix 2**. No amendments are recommended as a result of this assessment.

Consultation

13. Public consultation was undertaken on the proposed strategy between 1 October 2021 and 31 October 2021 with the following results:
- (a) 62 responses were received in total.
 - (b) 85% had accessed the Darlington Borough Council website in the last 12 months.
 - (c) 78% had used our on-line services to make a booking, make a payment, to check for information such as roadworks, or to report something.
 - (d) 44% reported that they found our website and/or on-line forms difficult to use. Most of these comments were about some of our more complex forms, such as our applications for benefits.

- (e) 11% reported that they couldn't find what they wanted on-line so phoned, e-mailed or contacted us in another way to get the information they needed.

14. Some of the improvements suggested by respondents included the following:

- (a) Making our website easier to use through our on-line "help" facility. Respondents also suggested "help" pop-up boxes on our on-line forms to assist with completion.
- (b) There were some concerns around security and the potential for fraud, so some reassurance is required to provide customers with the confidence that our digital services, particularly around payments, are safe and secure.
- (c) Providing a live "chat" support service.
- (d) Providing the ability to video call staff and have an on-line forum facility to contact Councillors directly.
- (e) Providing the facility for residents to remotely attend public meetings, such as planning, so working people or those with disabilities can attend easily.

Outcome of Consultation

15. As a result of the consultation, the following is recommended:

- (a) We need to continue to improve the Council's website and on-line forms making them easier to understand and easier to use. Currently, an exercise is being undertaken to put the whole website into "Plain English" and training for staff is being organised to ensure any new information for the website is written in "Plain English".
- (b) We also need to ensure that we continue to provide help and support to those residents who are unable to access our on-line services, particularly as services continue to open up after Covid restrictions. We therefore need to promote the help and support available to ensure those customers who need assistance have the confidence to return to using our face to face services and PCs at the Customer Services Centre.
- (c) There is a clear appetite for continued investment in digital services such as webchat, further on-line forms, improvements to the website app and virtual access to Council meetings, staff and Members. Work will therefore continue, to explore the best use of the technology available to improve digital access.
- (d) We need to provide reassurance to all of our customers that our on-line services are safe and secure to use.
- (e) More information is required to those residents who are digitally excluded and the barriers we need to overcome for our on-line services. These issues will be investigated through the proposed Community Survey for 2022.
- (f) Plans are already in development to enhance the Darlington Borough Council mobile phone app features, including improvements to the 'report it' function that will

enable people to track their cases, event notifications and reminders, and a biometric login option. Work on phase 2 is scheduled to start in the Spring once the Web Team has completed some business critical and time sensitive developments to the online refuse, recycling and garden waste collection system, in preparation for the launch of the 2022 garden waste collection service.

This page is intentionally left blank



DARLINGTON
Borough Council



Customer Services and Digital Strategy 2021 - 2024

Our Vision

We want to deliver excellent customer services that are easy to use and provide value for money to all our residents.

Where possible, we will provide digital access to all our services.

We will expect customers who can self-serve to do so, so that we can focus our resources on the people who need our help the most.

We will use digital technology to help us put the customer at the heart of everything we do.



Make it clear how customers can contact us

- We will provide an easy to use website with information on how customers can contact us. Digital channels, where available, will always be the first choice. But clear information on how customers can speak to staff will also be provided.
- We will make all of our written communications easy to understand and clear about how customers can contact the Council.
- We will provide information in ways to suit our customers and ensure we make use of assistive technologies to improve access for people with disabilities.
- We will provide telephone and face to face services for those who need it and ensure appointments are available to avoid customers queuing for services.

Make it clear what we can help customers with and what we can't

- We will ensure all information about Council services is available on our website.
- We will be clear from the start about what services we charge for and those that we provide for free.
- We will explain how long we will take to deal with requests and keep customers updated with progress.
- We will expect customers who can use on-line services to do so.
- We will be clear about what help and support we can provide to those customers who cannot use on-line services.
- We will ensure staff are available in our Customer Contact Centre to provide support for our customers to access on-line services.

Our Aims

Page 14

Provide excellent customer services

- We will provide excellent customer services through face to face, telephone or digital channels.
- We will minimise waiting times and ensure customers are connected to the right member of staff who can resolve their enquiry at the first point of contact.
- Our focus will be on quality, ensuring we get things right first time. By doing this we will reduce the need for customers to contact the Council repeated times to get their enquiry resolved.
- We will develop a clear set of customer performance standards and ensure we deliver all Council services to them.
- We will be helpful, compassionate and responsive to customers' needs by putting the customer at the heart of everything we do and ensuring a consistent and positive customer experience.

Provide good quality, easy to use digital services

- We will deliver all of our services digitally, including on-line applications, service requests, enquiries and payments.
- Our digital services will be so easy to use that they become the natural place for our customers to go. Our services will be safe and reliable to use, so that customers will want to access information and services using that method again.
- Our website will provide digital access to services and allow customers to request and pay for services on-line. Customers will be able to get all the information they need about Council services from our website, without having to speak to a member of staff.
- Access to services will be available through various devices such as desktops, laptops or smartphones.
- We will ensure we handle all of our customer's data safely and securely.





Listen to our customers and use this to improve services

- We will listen to our customers and use their feedback to improve services.
- We will ask our customers about the service they have received and in particular, what we could do to improve.
- We will use customer data to better understand what our customers need and whether our services meet those expectations.
- We will use complaints about our services to understand what has gone wrong and what we need to do to put things right.
- We will provide information on what we have done to improve services as a result of customer feedback.

Deliver value for money

- We will make digital the first or only option for all high volume and transactional customer services, such as applying or paying for services.
- We will use our data to improve services for our customers and make them more efficient.
- We will use technology to automate as many repetitive activities as possible, so that we can focus our staff resources to help those people who need the most support.
- We will invest in new technology to make processes more efficient and ensure a joined-up approach from service request to service delivery.
- We will reduce the amount of paper we use by introducing on-line services, which will also help to reduce our carbon footprint.
- We will invest savings from digital efficiencies into providing extra support for our customers to use on-line services.

Invest in our people

- We will help our own staff to get on-line so that they are in the best position to promote digital services to our customers.
- We will provide our staff with the right IT equipment and training to do their jobs efficiently and help our customers.
- We will ensure all front-line staff receive regular customer focussed training.
- We will be clear about our expectations for staff and recognise when they go the extra mile to help our customers.
- We will regularly ask our staff about how we can improve our services.
- We will keep our front-line staff safe and make this our first priority. We will make it clear to customers what behaviours are unacceptable and take action against those who verbally or physically abuse our staff.



Digital Exclusion

Whilst we will promote the shift to digital channels as a way to deliver most services and communicate with residents, we also must ensure that no-one is left behind.

The benefits of going online

Our aim is to get as many of our residents on-line, not just to access Council services, but to get the full advantage of using the internet including:

- Access to better utility deals, home insurance and cheaper credit, often only available on-line
- Access to welfare benefits and Government services, including information about health services and healthy living
- Access to employment, training and volunteering opportunities
- Avoiding social isolation by being able to contact friends and relatives. Finding out about local events and what's going on in the area
- Finding out information and advice using internet tools, video tutorials and 'live chat' support services.

Why residents are digitally excluded

We recognise the reasons why some people don't use or can't use the internet that can limit their access to Council services. There are four main factors that create digital exclusion:

Access: People who can't physically access the internet or who do not have the financial means to go on-line, such as having computers, broadband or mobile phones.

Motivation: People who don't understand or appreciate the benefits of going on-line.

Skills: People who lack the digital skills to use the internet.

Confidence: People who are worried about fraud and on-line security.

Community Survey

In the 2018 Darlington Community Survey, nearly two-thirds of respondents said they would be willing to contact the Council electronically. This percentage was higher amongst younger people and people in work, but lower for older age groups and those with disabilities.

The main reasons for respondents not willing to contact the Council electronically were:

- Not having any internet access
- Not being confident about using the internet
- Concerns about confidentiality and security.

How we will assist and support customers who cannot access digital services?

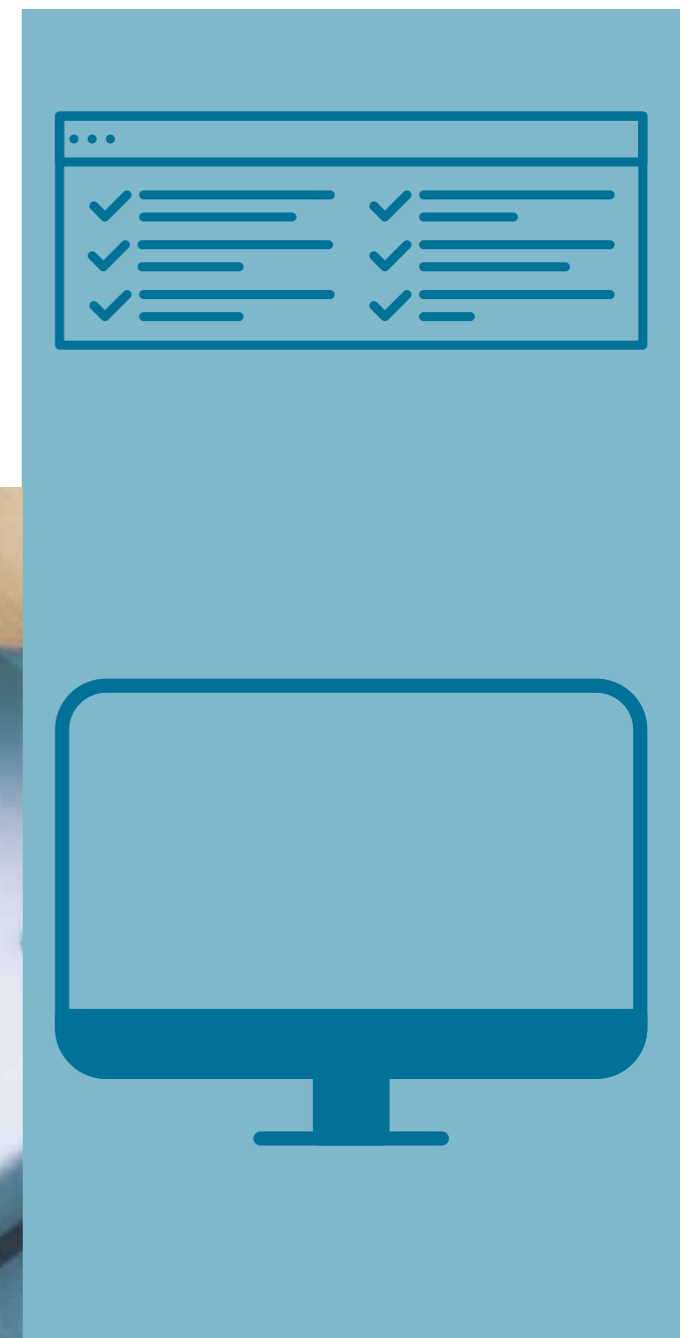
We recognise that if our customers are digitally excluded from our services, they will also be excluded from other services and the benefits of the internet as well. Therefore, our aim is to get more people on-line and connected to digital services, where we can.

For those who can use digital services, we will provide the right level of support for these customers.

For those who cannot use digital services, we will provide full support.

For those customers who cannot access the Council's digital services for whatever reason, we will always provide contact with a member of staff to assist.

For those customers who cannot physically access the internet or who do not have the financial means to go on-line, we will provide computer access to Council services in our Customer Contact Centre and other Council venues, free of charge.



What we have done so far...

Improved the Darlington Borough Council website

- Continued to make our on-line functions easy to use.
- Updated the website's layout, so mobile users can use the site as easily as desktop users.
- Continued to improve My Darlington, the resident account system, making it easier to use.
- Continued to enhance the security of My Darlington, so residents can be confident their personal information is safe.
- Registered over 16,000 people for My Darlington with over 3,600 visitors using the service each month.
- Updated the website coding to provide a better look, feel and easy, simple to use navigation.
- Developed and implemented a plan to ensure the Council's website is compliant with accessibility standards.

Improved access to digital services

- Doubled the number of computers available in our Customer Contact Centre for customers to access Council digital services.
- Increased the number of floor walking staff to provide assistance and support for customers using Council computers.

- Installed free Wi-Fi access in our Customer Contact Centre and in Council sheltered housing schemes.
- Implemented a 'scan station' in our Customer Contact Centre to enable customers to scan their own documents, without having to queue.
- Implemented a 'my scan' solution which mirrors the scan station but allows customers to scan their own documents from home without having to visit the Customer Contact Centre.

Increased the number of on-line services

- Implemented Council Tax and Business Rates on-line forms.
- Introduced an on-line portal for landlords to access their Housing Benefit payment schedules.
- Implemented Housing Benefits on-line forms.
- Implemented an on-line 'Citizens Access' and e-billing service allowing customers to log-in to their own Council Tax account to view details of payments and account balances and set up direct debits on-line.
- Implemented Darlington Home Online, a digital Housing portal for Council Tenants to view their rent account, make rent payments and report changes on-line.

- Implemented a Blue Badge parking permit on-line form with support for customers to access the digital service provided over the telephone or by face to face in our Customer Contact Centre.
- Implemented an on-line application for bulky waste collections.
- Updated the 'Contact the Council' page and ensured clear and up to date information about how to contact all Council services is available to customers.
- Implemented a facility to send reminder notifications about refuse collection days to users' web browsers and e-mail addresses.
- Implemented a reminder, renewal and subscription service for garden waste collections.
- Implemented an on-line ordering and payment system for replacement refuse equipment.
- Updated the on-line public access system for the submission and viewing of planning applications

Improved Customer Services

- Replaced the existing telephony system, which has reduced customer waiting times and improved the ways customers can access Council services.
- Improved digital display boards in our Customer Contact Centre to give customers real-time information about current waiting times.





How will we know if we have achieved our aims?

We will develop ways to monitor the benefits of our approach and use these to further improve services.

Improvements will include:

- More Council services being available on-line and more customers using them
- More computers and support for our customers in our Customer Contact Centre to access on-line services
- A reduction in digital exclusion, with more of our residents getting on-line and being able to take advantage of the full benefits of the internet
- More customers using the website to access information about Council services
- A reduction in face to face and telephone contacts
- A reduction in face to face and telephone waiting times
- Evidence that we are using our resources more efficiently and delivering value for money

- A reduction in customer demand caused by service failures
- Our staff will confirm they have the right tools and training to do their jobs
- A better understanding of our customer's current and future needs
- A better understanding of how we can further use technology to deliver those needs
- Improved customer satisfaction.



What we are going to do...

Page 18

Further improve the Darlington Borough Council website

- Review and update all content on the Council's website to ensure information is easy to access and in Plain English.
- Replace all 'paper based' forms on the Council's website with digital forms.
- Improve search results by rewriting webpage content in the language used by customers to achieve more meaningful results.

Further improve customer services

- Capture customer satisfaction information on a simple to use digital feedback device.
- Implement a webchat function available on the Council's website to allow easy and clear access to information and/or services.
- Implement an easy to use and self-serve booking system for customers to make appointments for interviews or using digital services at the Customer Contact Centre.

Increase the number of on-line services

- Implement an on-line self-appointed repairs option for Council tenants, for some basic repairs through Darlington Home Online.
- Implement a text message based 'chat bot' to issue permits for vans to use the Household Waste Recycling Centre.
- Implement an on-line process for customers to report missed, lost or stolen bins.
- Replace the existing Choice Based Lettings system to improve the way customers can register and bid for social rented housing.
- Implement a facility to send reminder notifications about bulky waste collection days to users' e-mail addresses.
- Implement a 'report it portal' for customers to report highway defects easily on-line using an interactive map.





This page is intentionally left blank

Initial equality impact assessment screening form

This form is an equality screening process to determine the relevance of equality to an activity, and a decision whether or not a full EIA would be appropriate or proportionate.

Directorate:	Operations Group
Service Area:	Customer Services
Activity being screened:	Customer Services and Digital Strategy 2021-2024
Officer(s) carrying out the screening:	Claire Gardner-Queen
What are you proposing to do?	Implement the Customer Services and Digital Strategy
Why are you proposing this? What are the desired outcomes?	The Customer Services and Digital Strategy for 2021-24 sets out our vision for delivering excellent services to our customers and in particular, how more of these will be delivered on-line through digital channels. The strategy also provides the commitment to support those customers to access Council services who, for whatever reason, are unable to use digital channels.
Does the activity involve a significant commitment or removal of resources? Please give details	No

Is there likely to be an adverse impact on people with any of the following protected characteristics as defined by the Equality Act 2010, or any other socially excluded groups?


As part of this assessment, please consider the following questions:

- To what extent is this service used by particular groups of people with protected characteristics?
- Does the activity relate to functions that previous consultation has identified as important?
- Do different groups have different needs or experiences in the area the activity relates to?

If for any characteristic it is considered that there is likely to be a significant adverse impact or you have ticked 'Don't know/no info available', then a full EIA should be carried out where this is proportionate.

Protected characteristic	Yes	No	Don't know/ Info not available
Age		✓	
Disability		✓	
Sex (gender)		✓	

Race		✓	
Sexual Orientation		✓	
Religion or belief		✓	
Gender reassignment		✓	
Pregnancy or maternity		✓	
Marriage or civil partnership		✓	
Other		✓	
Carer (unpaid family or friend)		✓	
Low Income		✓	
Rural Location		✓	
Does the activity relate to an area where there are known inequalities/probable impacts (e.g. disabled people's access to public transport)? Please give details.	<p>Potential impact on those groups of people who are digitally excluded, as follows:</p> <p>Older people may not have the skills to use the Council's on-line digital services.</p> <p>People with visual impairments, physical disabilities or learning disabilities may be unable to use the Council's on-line digital services.</p> <p>People in rural locations may not have good internet connectivity, affecting their ability to use the Council's on-line digital services.</p> <p>People on low incomes may not be able to afford the IT equipment or broadband charges to enable them to use the Council's on-line digital services.</p>		
Will the activity have a significant effect on how other organisations operate? (e.g. partners, funding criteria, etc.). Do any of these organisations support people with protected characteristics? Please explain why you have reached this conclusion.	No		
Decision (Please tick one option)	EIA not relevant or proportionate:	✓	Continue to full EIA:
Reason for Decision	<p>The Customer Services and Digital Strategy 2021-2024 specifically covers those groups of people with protected characteristics who are unable to use the Council's on-line digital services. Specifically:</p> <p>Free to use PCs are available in the Customer Services Centre for those customers who do not have access to the internet, for whatever reason.</p>		

	<p>Support is available in the Customer Services Centre to assist customers to access the Council's on-line digital services and appointments can be booked for this.</p> <p>Support is available over the telephone to assist customers to access the Council's on-line digital services.</p> <p>Customer Services staff are available to complete on-line forms on behalf of customers who require full support to use the Council's on-line digital services.</p>
Signed (Assistant Director)	
Date	03/12/21

This page is intentionally left blank

ECONOMY AND RESOURCES SCRUTINY COMMITTEE **6 January 2022**

PERFORMANCE INDICATORS QTR 2 - 2021/22

Purpose of the Report

1. To provide Members with performance data against key performance indicators for 2021/22 at Quarter 2.

Report

Performance Summary

2. This report provides performance information in line with an indicator set and scrutiny committee distribution agreed by Monitoring and Coordination Group on 4 June 2018, and subsequently by scrutiny committee chairs.
3. The indicators included in this report are aligned with key priorities. Other indicators may be referenced when appropriate in narrative provided by the relevant assistant directors, when providing the committee with performance updates.
4. The percentage of Council Tax collected is on course to meet the target for 2021-22 and the amount of Council Tax arrears collected is currently exceeding the target. Overall housing benefit debt is also decreasing.
5. Footfall in the town centre slowly increased following the easing of Covid restrictions.
6. There has been a big increase in planning applications with a 40-50% increase from March to May 2021 compared to pre pandemic levels. This increase was across the board of all types of applications. The team has coped well with processing these applications.
7. The unemployment claimant count has fallen since 2020 possibly due to Covid-response measure such as the Kickstart Scheme and growth in local employment opportunities. Employment rates have remained static but show a longer-term gradual increase directly linked to the growth in new employment opportunities. Resident annual incomes have remained relatively static but remain higher than the North East regional average.
8. Despite the pandemic the housing market remains buoyant and is expected to exceed the annual requirement. The Local Plan will hopefully be adopted early in the new year which will result in applications currently in the system being given approval. The adoption of the Local Plan will also result in further applications being submitted to ensure we can deliver our five-year supply going forward.

9. Twenty-two indicators are reported to the committee, seventeen of them on a six-monthly basis and five annually.

10. Performance of the six indicators reported at 6 months that have targets.

a) Four of the indicators show performance is not as good as their target.

FHR 001	Number of FTE working days lost due to sickness (excluding schools)
HBS 003	Amount in £s of Housing Benefit overpayments recovered
HBS 009	% of Council Tax collected in year
HBS 010	% of Business Rates collected in-year

b) One of the indicators shows performance better than its target.

HBS 002	Amount in £s of Council Tax arrears collected
---------	---

c) One of the indicators shows performance the same as its target.

ECI 401	New homes delivered against annual target
---------	---

11. Performance of the sixteen indicators reported at 6 months:

a) Of the sixteen indicators reported quarterly all can be compared against their data at Qtr 2 2020/21.

b) Five indicators are showing performance better than at this time last year.

CUL 080a	Town centre footfall weekly average
ECI 104	% of major planning applications decided within 13 weeks or within agreed time (EoT)
ECI 105	% of non-major planning development decisions within 8 weeks or within agreed time (EoT)
ECI 401	New homes delivered against annual target
HBS 002	Amount in £s of Council Tax arrears collected

c) Eleven indicators are showing performance not as good as at this time last year:

ECI 321	Monthly unemployed claimant count
ECI 106	24 months to date % of non-major planning development decisions within 8 weeks or within agreed time (EoT)
FHR 001	Number of FTE working days lost due to sickness (excluding schools)
FHR 003	Number of reportable employee accidents / ill health
FHR 008	Number of complaints upheld by the Local Government Ombudsman/Housing Ombudsman
FHR 019	Staff turnover - Voluntary Leavers
HBS 003	Amount in £s of Housing Benefit overpayments recovered
HBS 009	% of Council Tax collected in year
HBS 010	% of Business Rates collected in-year
LGP 008	Contracted spend as a % of total non-salary spend
REG 312a	% of noise complaints investigated and completed within 6 weeks of the date of receipt (except where diary sheet returned)

d) Of the sixteen indicators reported quarterly six can be compared against their previous quarter data.

e) Two of the six indicators show performance better than at Qtr 1.

CUL 080a	Town centre footfall weekly average
ECI 105	% of non-major planning development decisions within 8 weeks or within agreed time (EoT)

f) Three of the indicators are showing performance not as good than at Qtr 1.

ECI 106	24 months to date % of non-major planning development decisions within 8 weeks or within agreed time (EoT)
LGP 008	Contracted spend as a % of total non-salary spend
REG 312a	% of noise complaints investigated and completed within 6 weeks of the date of receipt (except where diary sheet returned)

g) One of the indicators shows performance the same as Qtr 1

ECI 104	% of major planning applications decided within 13 weeks or within agreed time (EoT)
---------	--

12. A detailed performance scorecard is attached at **Appendix 1**.

Recommendations

13. It is recommended that performance information provided in this report is reviewed and noted, and relevant queries raised with appropriate Assistant Directors.

Ian Thompson **Mark Ladyman** **Brett Nielsen**
AD Community Services **AD Economic Growth** **AD Resources**

Luke Swinhoe **Anthony Sandys**
AD Law & Governance **AD Housing and Revenues**

Background Papers

Background papers were not used in the preparation of this report.

S17 Crime and Disorder	This report supports the Council's Crime and Disorder responsibilities
Health and Well Being	This report supports performance improvement relating to improving the health and wellbeing of residents
Sustainability	This report supports the Council's sustainability responsibilities
Diversity	This report supports the promotion of diversity
Wards Affected	This report supports performance improvement across all Wards
Groups Affected	This report supports performance improvement which benefits all groups
Budget and Policy Framework	This report does not represent a change to the budget and policy framework
Key Decision	This is not a key decision
Urgent Decision	This is not an urgent decision
Council Plan	This report contributes to the Council Plan by involving Members in the scrutiny of performance relating to the delivery of key outcomes
Efficiency	Scrutiny of performance is integral to optimising outcomes.

Main Report

Information and Analysis

Human Resources

14. FHR 001 - At Q2 the number of FTE working days lost to sickness is higher than at the same point in 2020/21. However, in the same period of 2020/21 lower figures of sickness were reported as the country was in CV19 lockdown and few staff were absent due to hospital/medical treatment absences, as non urgent procedures were postponed during the pandemic. Managers at all levels continue to manage sickness (with HR support) within the Council's sickness management policies. The Wellbeing programme has produced significant benefits for our workforce and continues to be a key priority within the new workforce strategy, to promote the health and wellbeing of staff.
15. FHR 019 - The number of staff leaving up to the end of Q2 is higher than the same period last year. This is to be expected as the first two quarters of 2020/21 were at the start of the CV19 pandemic and therefore many employers were not recruiting and many employees were cautious regarding seeking new employment. As we come out of the pandemic several employment opportunities have arisen in Darlington which has resulted in staff moving. The Council continues to undertake exit surveys for all staff that leave our employment to understand the reason for leaving and implement improvements where needed. The Council continues to improve its offer to staff through wellbeing projects and other employee benefits to make the Council an attractive place to work.

Health and Safety

16. FHR 003 – The number of reportable employee accidents up to the end of Q2 was 5, which is higher than at the same period in 2020/21, although there was less activity in 2020/21 due to CV19. All accidents are investigated by the Health & Safety team to establish the causes, to identify issues or trends and make recommendations to prevent reoccurrence. The Council has introduced the Airsweb system which allows online reporting of accidents and other health & safety incidents (near misses etc.), with managers having access to a dashboard which allows them to monitor incidents within their own service area. The Health & Safety Team have undertaken a refresh of the "Think Safety" campaign, which has been signed up to by all Assistant Directors, with new publicity materials produced to continue to promote a health and safety culture throughout the Council.

Complaints

17. FHR 008 - It is not possible to make a direct comparison to Q1 and Q2 of 2020/21 as the LGSCO ceased investigating complaints between 26 March and 29 June 2020 due to COVID-19.
18. FHR 009 - Total number of upheld decisions at the end of Q2 are approximately half of the total number of upheld decisions received for the whole of 2020/21.

Procurement

19. LGP 008 - The figures have increased slightly over the last 2 quarters, due to officers having a greater understanding of the procurement rules and the need for value for money and transparency.

Council Tax

20. HBS 002 - The amount of Council Tax arrears collected is currently exceeding the target, with £806k collected by the end of quarter 2 compared to £527k for the same period in 2020-21. The amount of outstanding arrears increased during 2020-21 due to Covid from £4.8 million to £5.8 million, but recovery action has now restarted in the first quarter of 2021-22, which explains the increase in arrears collection. The outstanding Council Tax arrears now stands at £5.0 million.
21. HBS 009 - The percentage of Council Tax collected is currently on course to meet the target for 2021-22, with 52% of Council tax collected by the end of quarter 2. The overall amount collected in quarter 2 of £36.40 million has exceeded the amount collected in 2020-21 for the same period by £3.03 million.

Housing Benefits

22. HBS 003 - The amount of Housing Benefit overpayments collected is currently slightly lower than the target. £269k of overpayments were collected by the end of quarter 2, compared to £310 collected for the same period in 2020-21. However, collection rates are currently at 107% of the new overpayment debt created (£250k), which means that the overall outstanding debt is decreasing (currently at £1.8 million). It is likely that as Housing Benefit claims continue to transfer to Universal Credit, the amount of Housing Benefit overpayments created (and therefore the amount collected) will continue to decrease.

Business Rates

23. HBS 010 - The percentage of Business Rates collected in quarter 2 is currently below target, although collection is expected to increase through 2021-22 and the overall target will be met, with 53% of Business Rates collected by the end of quarter 2. This is because the businesses qualifying for retail and hospitality relief received 100% for quarter 1 only and therefore have only started paying Business Rates from quarter 2 onwards.

Culture

24. CUL 080a - Town centre footfall levels have been closely correlated with Covid-19 lockdown periods during the course of the pandemic, with significant drops recorded during periods of tighter restrictions which have also been reported elsewhere. As these Covid-related restrictions have continued to reduce through the first two quarters of 2020/21, footfall in the town centre has continued to increase and, whilst directly comparable benchmarking data is not available, community mobility data released by Google since the beginning of the pandemic shows that Darlington mobility trends for 'retail and recreation' have recovered more strongly than the UK average.

Planning Applications

25. ECI 104, ECI 105 & ECI 106 - The department has coped remarkably well with processing a massive increase in numbers of applications submitted to the Council in comparison to Pre-pandemic workload. From the months of March to May 2021 we have received between a 40% to 50% increase in applications relative to Pre pandemic levels. This increase was across the board of all types of applications so affected both the Householder improvement type applications along with the larger developments.

Planning Policy

26. ECI 321 - This measure shows the difference in total employment (both Public and Private) compared to the same point 12 months previously, in order to show the number of jobs created in Darlington within the last year. As can be seen, the number of job opportunities increased again in 2020, in contrast to the regional and national picture where job opportunities fell during the first 9 months of the pandemic.
27. ECI 327 - Employment rates have remained static between 2020 and 2021 but show a longer-term gradual increase. This is directly linked to the growth in new employment opportunities.
28. ECI 329 - Resident annual incomes have remained relatively static over the last 12 months, compared with a national trend of decline. Resident incomes remain higher than the North East regional average.
29. ECI 330 - Employee annual incomes have remained static, and are broadly in line with regional levels, reflecting commuter patterns across the north east.
30. ECI 401 - Despite the pandemic the housing market remains buoyant in the Borough and based on the completions so far in the first half of the financial year we would expect to once again exceed the annual requirement. The Local Plan will hopefully be adopted early in the new year which will result in applications currently in the system being given approval. The adoption of the Local Plan will result in further applications being submitted to ensure we have a pipeline of permissions to ensure delivery of our 5 year supply going forward.

Environmental Health

31. REG 301 - To limit the spread of Covid infection during the Pandemic Environmental Health officers were under instruction from the Food Standards Agency not to visit commercial premises unless they had evidence that there was a direct risk to public health. As a result of this, officers were left with a significant backlog of inspections. The Local Authority (LA) recovery plan has re-started the regulatory delivery system for the highest risk businesses and provides greater flexibility for lower risk businesses wherever possible. Officers have developed a plan which triages all currently registered food premises and uninspected premises and ensures that priority is given to the highest risk premises.
32. REG 308 – Premises within the Borough have shown a consistently high level of compliance year on year. This is due to a robust, consistent, and proportionate advice, inspection, and enforcement regime by officers.
33. REG 312a - During Q2 285 noise complaints were investigated and completed. The target of 90% has been met but the increase in the number of domestic noise complaints investigated following Covid has continued and levels have not fallen to pre-Covid levels.

SCRUTINY - ECONOMY & RESOURCES 2021/22 QUARTER 2

Appendix 1

Indicator	Title	Format	Reported	What is best	2018 / 2019	2019 / 2020	2020 / 2021	2021/22 - Q1	2021/22 - Q2	Target	Qtr 2 compared to Qtr 1	2020/21 Qtr 2	2021/22 compared to 2020/21
CUL 080a	Town centre footfall weekly average	Number	Monthly	Higher	No data available	No data available	139,536	274,600	283,165	NA	↑	224,602	↑
ECI 104	% of major planning applications decided within 13 weeks or within agreed time (EoT)	Percentage	Quarterly	Higher	93.6%	87.1%	80.0%	100.0%	100.0%	NA	↔	80.0%	↑
ECI 105	% of non major planning development decisions within 8 weeks or within agreed time (EoT)	Percentage	Quarterly	Higher	86.8%	87.4%	76.4%	90.1%	92.8%	NA	↑	87.6%	↑
ECI 106	24 months to date % of non major planning development decisions within 8 weeks or within agreed time (EoT)	Percentage	Quarterly	Higher	86.6%	88.8%	86.7%	87.0%	86.4%	NA	↓	88.8%	↓
ECI 321	Monthly unemployed claimant count	Percentage	Monthly	Lower	4.2%	4.8%	7.2%	6.3%	5.6%	NA	NA	7.0%	NA
ECI 327	Employment rate – all people economically active	Percentage	Annually	Higher	75.6%	81.5%	81.1%	No data available	No data available	NA	NA	No data available	NA
ECI 329	Average annual income - Darlington residents	£	Annually	Higher	£21,867	£23,520	£24,146	No data available	No data available	NA	NA	No data available	NA
ECI 330	Average annual income - Darlington employees	£	Annually	Higher	£22,675	£23,658	£23,299	No data available	No data available	NA	NA	No data available	NA
ECI 401	New homes delivered against annual target	Number	Quarterly	Higher	627	537	545	145	277	277	NA	227	↑
FHR 001	Number of FTE working days lost due to sickness (excluding schools)	Average Days	Monthly	Lower	8.3	8.7	6.7	1.7	3.8	3.5	NA	3.3	↓
FHR 003	Number of reportable employee accidents / ill health	Number	Quarterly	Lower	8	4	3	3	5	NA	NA	2	↓
FHR 008	Number of complaints upheld by the Local Government Ombudsman/Housing Ombudsman	Number	Quarterly	Lower	12	6	5	2	4	NA	NA	2	↓
FHR 009	Number of complaints upheld by the Information Commissioners Office	Number	Quarterly	Lower	1	2	1	2	2	NA	NA	1	↓
FHR 019	Staff turnover - Voluntary Leavers	Percentage	Quarterly	Lower	7.3%	7.1%	6.6%	1.8%	4.9%	NA	NA	3.2%	↓
HBS 002	Amount in £s of Council Tax arrears collected	£	Monthly	Higher	£1,463,946	£1,243,505	£1,234,774	£222,249	£806,156	£375,000	NA	£526,908	↑
HBS 003	Amount in £s of Housing Benefit overpayments recovered	£	Quarterly	Higher	£1,129,882	£939,792	£646,397	£149,464	£269,196	£300,000	NA	£310,083	↓
HBS 009	% of Council Tax collected in year	Percentage	Monthly	Higher	96.0%	96.2%	95.8%	26.7%	52.1%	52.7%	NA	52.7%	↓
HBS 010	% of Business Rates collected in-year	Percentage	Monthly	Higher	97.7%	99.4%	97.1%	27.0%	53.5%	54.2%	NA	58.1%	↓
LGP 008	Contracted spend as a % of total non-salary spend	Percentage	Quarterly	Higher	75.7%	86.7%	86.6%	85.9%	84.9%	NA	↓	87.4%	↓

SCRUTINY - ECONOMY & RESOURCES 2021/22 QUARTER 2

Indicator	Title	Format	Reported	What is best	2018 / 2019	2019 / 2020	2020 / 2021	2021/22 - Q1	2021/22 - Q2	Target	Qtr 2 compared to Qtr 1	2020/21 Qtr 2	2021/22 compared to 2020/21
REG 301	Environmental Health : % of food premises which are inspected within the financial year in which they are due	Percentage	Annually	Higher	92.7%	94.1%	18.1%	No data available	No data available	NA	NA	No data available	NA
REG 308	Environmental Health: % of premises broadly compliant for food hygiene	Percentage	Annually	Higher	97.6%	96.1%	97.7%	No data available	No data available	NA	NA	No data available	NA
REG 312a	% of noise complaints investigated and completed within 6 weeks of the date of receipt (except where diary sheet returned)	Percentage	Quarterly	Higher	94.4%	95.5%	97.7%	96.3%	96.0%	NA	↓	97.3%	↓
											Better than =		↑
											Not as good as =		↓
											The same as =		↔

ECONOMY AND RESOURCES SCRUTINY COMMITTEE
6 January 2022

MEDIUM-TERM FINANCIAL PLAN

SUMMARY REPORT

Purpose of the Report

1. To consider the Medium Term Financial Plan (MTFP) for 2022/23 to 2025/26.

Summary

2. Attached at **Annex 1** is the MTFP report which has been approved by Cabinet as a basis for consultation.
3. Members received a briefing on this Plan by the Group Director of Operations on 15 December, 2021.

Recommendation

4. (a) Members are requested to consider the MTFP 2022/23 to 2025/26 and forward any views, and in particular, those in relation to those services and finances which are specifically within the remit of this Scrutiny Committee.

 (b) That the Chair, in consultation with the Lead Scrutiny Officers supporting this Scrutiny Committee, be given authority to agree the Notes/Minutes of this Scrutiny Committee scheduled to be held on 20 January 2022.

Brett Nielsen
Assistant Director of Resources

Background Papers

No background papers were used in the preparation of this report.

Brett Nielsen

S17 Crime and Disorder	There are no specific crime and disorder implications in this report.
Health and Well Being	There are no issues relating to health and well being which this report needs to address.
Carbon Impact and Climate Change	There are no specific carbon impact issues in this report.
Diversity	The report does not contain any proposals that

	impact on diversity issues.
Wards Affected	All wards are affected.
Groups Affected	No specific groups are particularly affected.
Budget and Policy Framework	This decision does not represent a change to the budget and policy framework.
Key Decision	The report does not require a key decision.
Urgent Decision	The report does not require an urgent decision.
Council Plan	The report contributes to the Council Plan in a number of ways through the involvement of Members in contributing to the delivery of the Plan.
Efficiency	The report contains updated information regarding efficiency savings contained in the MTFP.
Impact of Looked After Children and Care Leavers	This report has no impact on Looked After Children or Care Leavers

MAIN REPORT

Information and Analysis

5. Cabinet at its meeting held on 7 December, 2021, approved the attached Medium Term Financial Plan as a basis for consultation.
6. Each of the Council's Scrutiny Committee's will be meeting to discuss and consider the overall contents of the MTFP, however, Members are asked to particularly consider those services and finances within the plan which specifically relate to those areas within their remit and forward any views to this Scrutiny Committee for consideration.
7. Once all the Scrutiny Committees have met, a further special meeting of this Scrutiny Committee will be held on 20 January 2022, to agree a formal response to Cabinet on behalf of all the Scrutiny Committees as part of the consultation. The Chairs of the other Scrutiny Committees will be invited to this meeting to present their findings and answer any questions.
8. In view of the timescales involved in responding to the consultation, it is not possible for the individual Scrutiny Committees to formally approve their Notes/Minutes prior to the special Economy and Resources Scrutiny Committee on 20th January, 2022, and it is therefore being suggested that authority be given to the Chairs, in consultation with the Lead Scrutiny Officers, to agree the Notes/Minutes in advance of the next ordinary meetings. The Notes/Minutes will still be an item on the agenda of the next meeting for formal approval as usual.

**CABINET
07 DECEMBER 2021**

**MEDIUM TERM FINANCIAL PLAN
INVESTING IN AND DELIVERING SUCCESS FOR DARLINGTON**

**Responsible Cabinet Member - Councillor Heather Scott
Leader and all Cabinet Members**

Responsible Directors – Chief Officers Executive

SUMMARY REPORT

Purpose of the Report

1. To propose a Medium Term Financial Plan (MTFP) for 2022/23 to 2025/26 for consultation including setting a budget and council tax increase for 2022/23.

Summary

2. Whilst 2020/21 was undoubtedly the year of Covid, 2021/22 will be remembered as the year we started to live and adapt to the difficulties and opportunities it created. The pandemic fundamentally impacted on the priorities of, and the way in which the Council conducted its business. The financial pressure on the public sector as a whole and the Council more specifically have been significant over the last couple of years, and this was on the background of a decade of significant financial challenge following the economic downturn and the reductions in public sector spending.
3. Despite this the Council has been successful in responding to these challenges, both in the last couple of years supporting residents, business and NHS colleagues in their response to the pandemic, and more generally by continuing to provide vital core services and investing the resources available in growing our economy to deliver success for the benefit of all. This is becoming increasingly difficult in the light of the pandemic with demand for services increasing, particularly in regard to social care where costs are predicted to rise substantially; this is alongside reduced income in our leisure and cultural venues as residents understandably are cautious in rushing back to normality. There are also external pressures in the wider economy with transport, fuel and material prices all increasing which have an impact on the day to day running of the Council.
4. The October 2021 Spending Review announced a three year local government settlement, though it is likely there will only be a one year finance settlement at local level. This means the MTFP is based on a one year funding basis, and whilst this is unhelpful for planning purposes, it is understandable given the fair funding review has been paused for the last few years and time will be needed to establish robust allocation and distribution of departmental budgets.

5. The consequence of this is that the 2022/23 Budget and MTFP has an eye to future years but does not seek to presume what the future will look like. It aims to ensure that the Council can continue to provide vital services in response to Covid should it be required and importantly continue to provide our core offer level of services to the residents of Darlington regardless of Covid.
6. The Council has performed well in responding to the financial challenges and has taken early action in order to ensure that it is ahead of the curve and not therefore pushed into short term decisions. The outcome of the significant consultation and detailed budget review exercise in 2016 was a core offer budget with a small provision for discretionary services and this is the base level the new MTFP has been prepared on.
7. A healthy level of reserves has been maintained for medium term stability and this is now a crucial component of the budget strategy which will allow time for the key ambition of economic growth to take effect.
8. In addition to the core offer budget a futures fund was established from reserves in the following five areas;
 - (a) Community Safety
 - (b) Maintain an attractive street scene environment
 - (c) Maintaining a vibrant town centre
 - (d) Developing an attractive visitor economy
 - (e) Neighbourhood renewal
9. Whilst this was for a time limited period it is clear the ongoing commitments in the fund for example community safety and developing a vibrant town centre are key to driving our ambition of growing the economy, therefore these ongoing elements have been mainstreamed into the budget from 2025/26.
10. The core offer remains challenging with some significant pressures arising as mentioned, nevertheless, through tight financial management, innovative financial investments and increased income from economic growth successes, the Council can still deliver the agreed balanced plan, finance the MTFP to 2025/26 whilst retaining usable balances of £0.895m.
11. In summary, if the recommendations are agreed, the Council's financial position is robust with a four-year balanced MTFP which will allow net revenue investment in Darlington and its residents of over £100m per year, capital investment of over £157m, and create the conditions and opportunities for growth.

Recommendation

12. It is recommended that Cabinet approve for consultation,
 - (a) the Revenue MTFP as set out in **Appendix 6** and the Capital programme as set out in **Appendix 7**, including the following:
 - (i) A council tax increase of 1.99% plus a 1% Adult Social Care Precept to help fund social care for 2022/23.

- (ii) The Schedule of Charges as set out in **Appendix 3**.
- (iii) Mainstreaming the ongoing services provided by the futures fund into the budget from 2025/26 as set out in paragraph 63.

Reasons

13. The recommendations are supported by the following reasons:

- (a) The Council must set a budget for the next financial year.
- (b) To enable the Council to continue to plan services and finances over the medium term.
- (c) To ensure decisions can be made in a timely manner.
- (d) To ensure investment in our assets is maintained.

Chief Officers Executive

Background Papers

No background papers were used in the preparation of this report.

Elizabeth Davison: Extension 5830

S17 Crime and Disorder	The report contains proposals to continue to allocate resources in support of the Council's Crime and Disorder responsibilities
Health and Well Being	The report contains proposals to continue to allocate resources in support of the Council's Health and Well Being responsibilities
Carbon Impact and Climate Change	The proposals in the report seek to continue to support the Council's responsibilities and ambitions to reduce carbon impact in the Council and the Borough.
Diversity	There are no specific proposals that impact on diversity issues.
Wards Affected	All wards are affected
Groups Affected	All groups are affected by the Council Tax increase.
Budget and Policy Framework	The MTFP, Budget and Council Tax must all be decided by full Council
Key Decision	The MTFP, Budget and Council Tax must all be decided by full Council
Urgent Decision	The MTFP, Budget and Council Tax must all be decided by full Council
Council Plan	Within the constraints of available resources it is necessary for the Council to make decisions involving prioritisation. The proposals contained in this report are designed to support delivery of the Council Plan within those constraints.
Efficiency	Efficiency savings which do not affect service levels have been included in the MTFP.
Impact on Looked After Children and Care Leavers	Children's social care continues to be resourced to provide good outcomes for Looked after Children or Care Leavers.

MAIN REPORT

Background and context

14. The Council has faced significant financial challenges over the last decade as the Government responded to the worldwide economic downturn by introducing public sector spending reductions. This has been exacerbated by the pandemic and a growing demand for services, particularly in relation to social care, both Adults and Children's services.
15. The Council has performed well in responding to these challenges and following an in-depth review of all service provision in 2016 took early decisions in order to ensure that it is ahead of the curve and was not pushed into short term decision making. A good level of reserves has been maintained and this will now be a crucial component of the budget strategy. Given the essential emphasis on responding to Covid, recovering from Covid and the background of a decade of savings there is much less scope for new and significant savings proposals. Reserves are therefore key to ensuring that a medium term approach to planning can take place and time created to see the impacts of the economic growth strategy.
16. In addition to the core budget, following good progress made on achieving savings, strong cost management and innovative treasury initiatives, the Council was in a position to add back some discretionary services from unallocated balances which were key to growing Darlington's economy and consistent with the council's priorities. This was called the Futures Fund and covered the following areas;
 - (a) Community Safety
 - (b) Maintain an attractive street scene environment
 - (c) Maintaining a vibrant town centre
 - (d) Developing an attractive visitor economy
 - (e) Neighbourhood renewal
17. The funds are being utilised as expected to make positive change and are a significant contributor to growing Darlington's economy, whether that be more attractive streets and green areas to festivals and safer streets.
18. As time has passed it has become clear a number of the services funded via the futures fund are key to the aim of growing our economy and without them would have a significant impact on that key aim. Therefore, it is proposed the ongoing elements of the fund are mainstreamed into the budget (from 2025/26 onwards) and are considered with all other funded services in any future budget discussions.
19. The core offer budget plus the futures fund as noted above is the starting position for this year's MTFP.
20. Income and resource levels will be discussed later however whilst Local Government has received a three year funding package, at individual council level it is anticipated there will only be a one year finance settlement. Unfortunately, this along with the turbulent times we find ourselves in makes it is very challenging to predict expenditure and income levels moving forward so best estimates have been used and assumptions made on the impact of Covid-19 on budgets in 2022/23 and the income and resources we will receive.

Financial Analysis

Projected Expenditure

21. As noted previously the core offer budget and futures fund is the level on which the MTFP is based upon. Estimates attached at **Appendix 1** have been prepared based on current service levels and include known pressures and efficiencies which are summarised below and detailed in **Appendix 2**. The most significant are discussed in the following paragraphs. The assumptions used when preparing the estimates are set out at **Appendix 4**.

<u>Summary of Pressures</u>	2022/23 £m	2023/24 £m	2024/25 £m	2025/26 £m
Efficiencies and Savings	(1.782)	(0.954)	(0.745)	(0.783)
Increased Service Demand	2.073	2.350	2.394	2.413
Price Inflation	1.069	1.176	1.399	2.733
Reduced Income	0.667	0.678	0.647	0.647
Other and Contingencies	1.229	1.248	1.298	1.251
Covid 19 Pressures	0.738	0.181	0.186	0.191
	3.994	4.679	5.179	6.452

22. **Efficiencies/Savings** – there are significant anticipated savings over the life of the MTFP of £4.264m. Our investment returns are higher than anticipated with the dividends from our joint venture partnership £0.700m higher over the next couple of years. Other efficiencies cut across all areas and include staff savings and a realignment of running costs achieved following the different ways of working throughout the pandemic.
23. **Increased Service demand** – is the most significant strain on the budget and within this category the main pressure area is Adult Social Care. Pressures in this area are being felt nationwide and whilst the new social care funding reforms will assist people paying for their care from 2023, they do not assist with the pressure being faced now. There has been a significant increase in demand for home care with an additional 1,771 hours per week commissioned. In addition, there are pressures from demographic, residential care, day care, direct payments, and the provision of respite requirements. Over the life of the MTFP there is a £7.5m demand pressure.
24. **Price Inflation** – our adult social care contracts are linked to various inflation factors, the main one being the national living wage which has been set at £9.50 per hour from 1 April 2022 – an increase of 6.6% and this automatically feeds through to the care providers. There is also the National Insurance increase of 1.25% which again will be fed through the contracts. Whilst this is a significant pressure on the Council's finances the pressure on the care sector is recognised and these uplifts are required to ensure stability. The pressure from contract uplifts is £4.6m across the MTFP.
25. The other significant pressure is the utilities increase, again being seen across the country and which has a direct impact on our running costs, from the buildings we operate to the street lighting electricity usage. Our energy is purchased through the North East Procurement

Organisation and the impact is not as high as it could have been as fuel was pre purchased before the rises. Energy efficiency measures are continually being looked at, for instance the LED street lighting programme, however the significant increase cannot be contained within existing budgets

26. **Reduced Income** – the increase in children needing support from the local authority has put pressures on both staffing levels and the placement budgets over the last few years. This pressure is being felt across the country with most Councils’ reporting an increased investment requirement in this area. The Council was awarded a £1.2m grant from the DfE to assist in transforming social care practice within Darlington and the team is working in partnership with Leeds City Council who have already been through this process. The ultimate aim is to improve outcomes for children, focus on prevention and reducing the number of children who need to come into care and ultimately reduce the budget pressure.
27. Unfortunately, due to Covid the scheme didn’t progress as quickly as anticipated and the funding did not extend to 2022/23. In order to achieve the savings required the programme needs to be extended for a further year, the cost is £0.533m however it is felt this investment will achieve longer term savings to help the service achieve a sustainable footing.
28. The patronage of the Council’s car parks is at 75% of pre-covid levels and anticipated to remain at that level as the shift to home working and more sustainable modes of transport grow. The position will be constantly reviewed however it is prudent to put a marker down in the MTFP to acknowledge the potential pressure at this point.
29. **Other and Contingencies** – the main pressures here are for the additional 1.25% Employers National Insurance contributions payable from April 2022 and also a provision for an employee pay award. These are both estimated at this point in time and based on current staffing levels.
30. **COVID-19** – the coronavirus pandemic had a significant effect on the Councils expenditure and income budgets over the last 18 months. The government has responded well with help to offset a large proportion of these pressures however this support has now come to an end. Whilst in the medium term it is anticipated most income in our leisure and culture venues will return to pre covid levels there remains a pressure in 2022/23 as visitors become more confident in returning. The area anticipated to have an ongoing pressure is waste disposal where an increase in household levels of waste have remained high, it is anticipated they will reduce gradually over the coming years but not to pre covid levels.

Previous budget provision

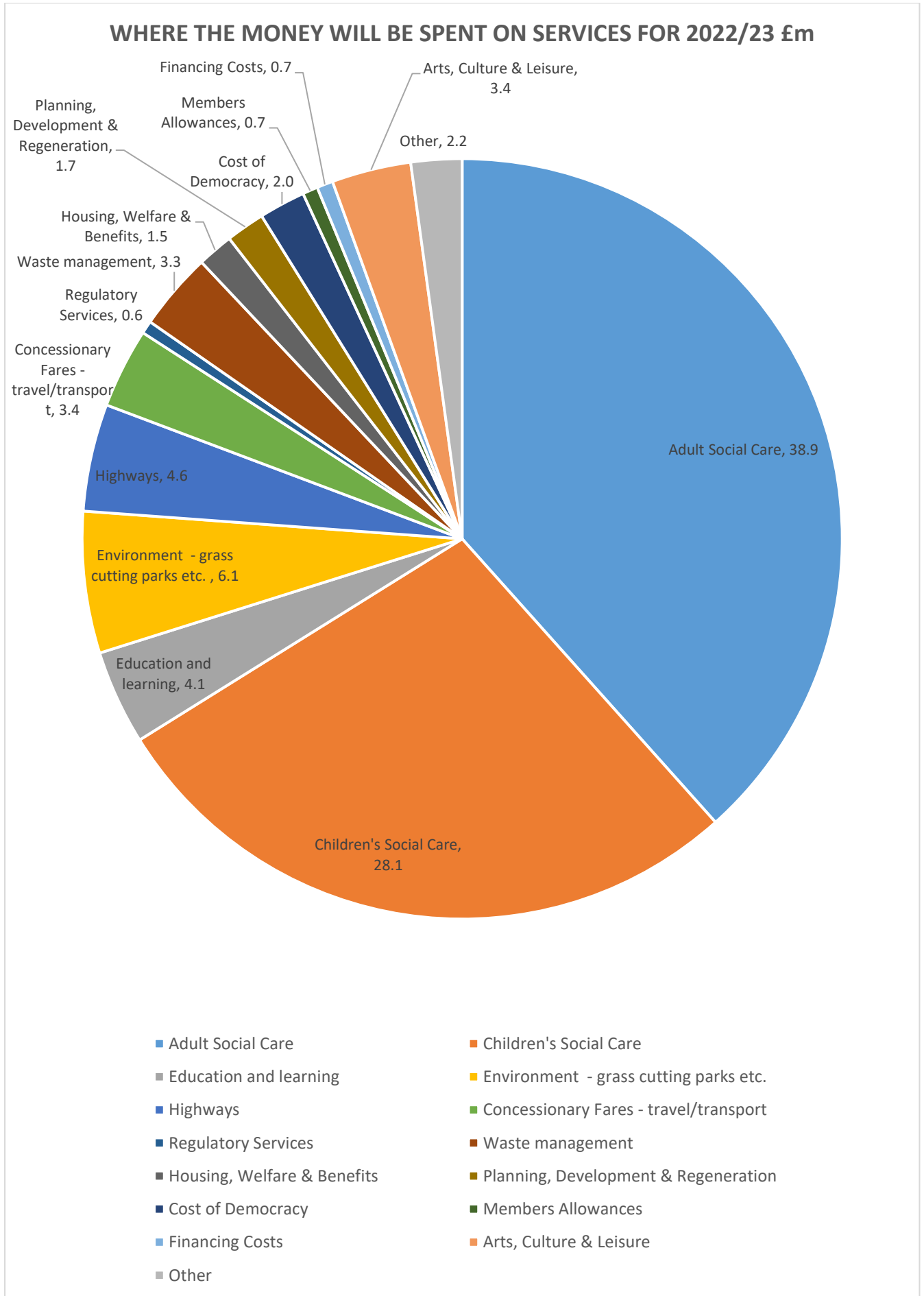
31. **Stronger Communities Fund** – the stronger communities fund was established to assist in grass roots projects and initiatives in each of the elected members wards. It was agreed in the 2021/22 budget that £0.001m was made available to each member to utilise as they see fit in their communities and reviewed on an annual basis. The analysis will be completed over the winter and if deemed successful will be extended. At this point no provision has been made but will be changed in the financial Draft for recommendation in February 2022.

Total Expenditure

32. Taking the above savings and pressures into account the summarised projected expenditure is shown in the table below: -

	2022/23	2023/24	2024/25	2025/26
	£m	£m	£m	£m
People Services	65.798	67.640	70.342	72.807
Chief Executives Office & Economic Growth	1.288	1.334	1.366	1.455
Services	17.947	18.400	18.901	19.316
Operations	15.909	16.333	16.762	17.105
Financing costs	0.637	2.921	2.933	2.992
Investment Returns - Joint Venture	(1.864)	(1.480)	(1.130)	(1.130)
Council Wide Pressures/(savings)	1.037	1.054	1.079	1.106
Council Wide Contingencies	0.525	1.512	1.512	1.512
Total Expenditure	101.277	107.714	111.765	115.163

33. This proposed net investment in services of £101m in 2022/23 covers a wide range of areas from refuse collection to adult residential care, from street lighting to school crossing patrols and grass cutting to our Leisure and culture provision. The chart below shows the split of investment and as can be seen social care both children's and adults are the most significant proportion of funding, accounting for nearly two thirds of the overall budget.



Projected Income

Spending Review and Local Government Finance Settlement.

34. The Autumn budget and spending review was announced on the 27 October 2021, and whilst the specific detail in regard to Darlington's funding won't be known until the Local Government Finance Settlement, anticipated mid-December, the Chancellors Autumn Statement gave local government an indication on what could potentially be expected in a few areas.
35. Those assumptions have been included in following paragraphs along with best estimates, given the most up to date information available at the time of writing and will be updated in the MTFP proposal at the February 2022 Cabinet meeting. All assumptions are summarised in **Appendix 4** and detailed in the relevant sections below, however the overriding principle is that we will receive a cash equivalent grants funding for all government funding streams unless otherwise stated.

Core Grant funding to Local Government

36. **Revenue Support Grant (RSG)** has become a reducing element of the Council core funding over recent years however it has been assumed this will continue into future years at a cash equivalent position. Furthermore as the New Homes Bonus scheme is coming to an end, and the funding for NHB was top sliced from RSG, an assumption has been made this will be returned to Local Government and therefore has been included in the draft budget.
37. **New Homes Bonus (NHB)** is included in core Government funding as it is top sliced from RSG. As mentioned above this scheme is winding down with only legacy payments being made.
38. **Better Care fund** - Members will recall that previous year changes to the NHB scheme along with the reduction in RSG funded the Improved Better Care Fund which was separate to the funding stream allocated direct to the NHS. This was in recognition that Councils were under significant pressure in regard to social care funding, it was initially a three-year pot but continued in 2020/21 and 2021/22 as core funding. The spending review confirmed this will continue into 2022/23 and for estimate purposes it has been assumed this funding will continue over the life of the MTFP given it is part of the core funding settlement.
39. **Social Care funding** - In recognition of the significant pressures being faced by Councils in social care due to the growing elderly population and increases in children looked after, over the last couple of years the Chancellor announced additional funding for Council's through direct grant and the adult social care precept. It was intimated this would continue and it has been assumed this funding will continue into future years on a cash equivalent basis.
40. **Spending Review 2021** – In the Autumn Statement the Chancellor recognising the significant pressures faced by councils and the important role they have taken throughout the pandemic announced a funding package for Local Government of £1.6bn of which £0.1bn will be used for Cyber Security and Troubled Families programmes. The remaining £1.5bn will be distributed to councils. The distribution method hasn't been announced and won't be until the Local Government provisional finance settlement. The sum will need to cover the cost of the National Living Wages increases along with the 1.25% additional National Insurance contributions for the Council's own workforce and that of its contractors and suppliers.

41. As there is not a distribution method available yet, an assessment of previous grant allocations has been made, and if it follows a similar pattern the Council would receive £2.7m in funding which has been built into the draft MTFP.

Council Tax Income

42. Due to reduction and reliance on Government funding over the last ten years, Council Tax is now by far the largest single funding stream and will increase further as a percentage over the coming years representing 61% of projected resources anticipated by 2025/26. The on-going increases reflect the Cabinet's view that income from Council Tax needs to increase to protect key service provision and enable investment in vital services. Members will recall that a 1% increase in Council Tax equates to an annual revenue of £0.560m.
43. The Council Tax referendum limit has been set at 2% for 2022/23 and this MTFP assumes a council tax increase of 1.99% for 2022/23 and across the rest of the MTFP. In addition, Local Authorities have been given access to additional social care funding through an adult social care precept of 1% for the next three years, this is in recognition of the extreme pressure councils are facing, particularly in regard to demand and the increasing demographic of older people and rises in people with complex needs. As can be seen in the chart in paragraph 33, Adult Social Care is by far our largest overall budget with a spend of £38.9m. The precept is crucial to enable this investment in social care to continue and provide the on-going sustainability of the service. This MTFP proposes the 1% precept is levied in 2022/23 but does not commit to future years and will be reviewed in the next MTFP cycle. The precept is in addition to the 1.99% Council Tax.
44. The Council Tax base was affected by Covid-19 firstly due to the increase in Local Council Tax support claimants (LCTS) and also a slight reduction in housebuilding in the earlier part of 2020. Whilst LCTS claimants remain higher than the pre covid position they are reducing month by month and furthermore housing building has started back in earnest. Moving forward planning estimates anticipate growth levels to be an average of 473 Band D equivalent properties over the period of this plan which is a growth on the tax base of 1.36% per annum. These figures have been used to prepare the estimates; clearly should this be any different income levels will differ. The collection rate (of collectable debt) is anticipated to remain at 99% in 2022/23, but as mentioned previously other factors are impacting on the overall income levels.

National Non-Domestic Rates (NNDR)

45. The Council retains 49% of NNDR collected and can gain or lose depending on whether the net tax collected increases or decreases. The Government via the valuation office sets rateable values and the rate paid in the pound is increased each year in line with the Consumer Price Index (CPI). The business tax-base is far more volatile than the council tax base and requires very close monitoring. In addition to the potential to "lose" income due to business closures the Council also carries the risk of losing appeals by businesses against valuations.
46. Growing the economy is the key priority in the Council Plan and the Economic Strategy gives priority to increasing business within the borough and significant effort has been put into achieving growth. This has been rewarded with a positive net increase in NNDR collection. Sites such as Symmetry Park and Central Park are all contributing to the growth and the recent announcement of a Government hub Darlington led by her Majesty's Treasury Department will

provide a tremendous boost to the town and will undoubtedly lead to other businesses moving into the area.

47. Notwithstanding these major developments, attracting businesses into the Town by their very nature takes time and upfront investment and therefore is an area which needs continued prioritisation and pump prime funding so growth can continue. It needs to be remembered that net growth in NNDR collected relies on growth outstripping revaluations and reductions which can be very challenging in the current economy.
48. One area of uncertainty is the business rate reset. The business rates system changed in 2013 and Councils received 49% of the NNDR collected above the base level, this was to incentivise councils to drive economic growth. The system was due to be reviewed in 2020, with the intention of resetting the baseline and a review of need across the board and a subsequent redistribution of funding. This was part of the Fair Funding Review which has been postponed for a couple of years and there is no indication of whether this will happen in 2022/23. As Darlington has seen a healthy increase in business rates any reset would likely reduce funding in this area. Given the review has been postponed and there would need to be consultation on any new formula system it has been assumed this would not impact on Darlington until 2024/25.
49. The in-year collection rate target for NNDR is 98.0% and as at the end of October 2021 is 62.2% and on track to achieve the target.

Collection Fund

50. The Collection Fund account reflects the statutory requirements for the Council to maintain a separate Fund in relation to the operation of Council Tax and the Business Rates Retention Scheme (BRRS). The Fund records all of the transactions for billing in respect of Non-Domestic Rates (NNDR) and Council Tax, exemptions and discounts granted, provision for bad debts and appeals and payments made to the Council's General Fund, the Police and Fire and Rescue precept authorities and Central Government. The collection fund is in a healthy position and it is not anticipated there will be a call on the general fund during 2022/23.

Other Grants

51. Set out below are the estimated specific grants which as the title suggests are for specific areas of expenditure as dictated by the government and cannot be used for other areas. The main one being the Public Health ring fenced grant. These grants are included in service estimates at Appendix 1.

	2022/23
	£m
Public Health Grant	8.636
PFI Grant	3.200
Youth Justice Board	0.223
Local Reform & Community Voices	0.057
Adult & Community Learning	1.057
Staying Put	0.055
Heritage Action Zone	0.047
Garden Village	0.100
Parks for People	0.014
Towns Fund	0.100
Bus Service Operators Grant	0.009
	13.498

Total Income

52. The table below summaries the Council's estimated income for the period of this plan which thanks to the increase in spending announced in the Autumn Statement, continued economic growth and house building activity, and the subsequent increases in council tax and NNDR, confirms a much-needed increase in income given our expenditure pressures.

Resources - Projected and assumed	2022/23	2023/24	2024/25	2025/26
	£m	£m	£m	£m
Council Tax	57.792	59.868	61.797	63.917
Business rates retained locally	20.175	20.545	20.227	20.612
Top Up Grant	7.515	7.666	5.238	5.343
RSG	4.357	4.781	4.781	4.781
New Homes Bonus	0.465	0.000	0.000	0.000
Better Care Fund	4.356	4.356	4.356	4.356
Adult Social Care Support Grant	3.593	3.593	3.593	3.593
Spending Review 21 Government Funding	2.700	2.700	2.700	2.700
Total Resources	100.953	103.509	102.692	105.302

Projected MTFP

53. Set out in the table below are the projections based on the income and expenditure analysis discussed in the previous sections along with the required use of balances over the period. The projections assume additional futures funding for ongoing commitments in 2025/26 is agreed and allocated as noted in paragraphs 62-63.

	2022/23 £m	2023/24 £m	2024/25 £m	2025/26 £m
Estimated Expenditure	97.283	103.035	106.586	108.711
Add Pressures / Additional savings	3.994	4.679	5.179	6.452
	101.277	107.714	111.765	115.163
Projected Total Resources	(100.953)	(103.509)	(102.692)	(105.302)
Projected budget deficit	0.324	4.205	9.073	9.861
Utilisation of balances	(0.324)	(4.205)	(9.073)	(9.861)
Total	0.000	0.000	0.000	0.000

Futures Fund

54. As noted earlier to supplement the core offer a futures fund was established using unallocated reserves. In total £7.564m has been allocated to the fund over the years, a mix of one-off funding across five themes (£4.764m) and an ongoing revenue stream for Community Safety and Maintaining an Attractive Street Scene Environment (£2.8m).

55. The fund is being used to support the core offer budget, in particular areas which will help grow Darlington's economy through keeping the borough clean, safe and healthy whilst valuing our heritage and culture, alongside working with communities to maximise their potential.

56. To date £4.358m has been committed to the themes with a balance of £0.406m remaining. A summary of the commitments is noted below.

Futures Fund - Theme 1 - Community Safety (£1.134m)

57. £1.115m of the fund has been committed, £1.040m on staffing across the seven years. This is to improve resilience and robustness in the team particularly as community safety is a key priority for the Council. £0.075m was for the purchase of a mobile CCTV camera and deployment over the years.

Futures Fund - Theme 2 – Maintaining an Attractive Street Environment (£0.561m)

58. £0.216m has been allocated to employ an arboriculture team leader to help address the increasing workload in regard to trees. £0.125m for a street orderly concentrating on keeping the arterial roads and areas into Darlington clean, £0.098m on a back-lane crew to help tackle

fly tipping and £0.059m on trees in the town centre along with a memorial seat for those victims of COVID. The remaining funding has not been committed yet. The core funding allocation of £0.300m per annum has made a significant impact on the street environment. Grass cutting returned to a 12-15 day cycle which improved the look of the borough over the summer period and more frequent cleanses and litter picks have made a noticeable difference. Floral displays helped in achieving the Northumbria in bloom awards accolades.

Futures Fund - Theme 3 – Maintaining a Vibrant Town Centre (£1.693m)

59. The Town Centre faces a number of challenges as do many towns across the country due to the increase in on-line shopping and out of town retailing. £1.463m of the funding has been committed across a number of areas including a one off grant to the House of Fraser to facilitate the store remaining open following the financial difficulties they faced and the announcement of store closures across the country. The fund is also supporting a full Town Centre events programme such as the Festival of Ingenuity, Pride and the Ice Sculpture installations all of which encourage footfall. The commitment to being Fireworks back to Darlington in 2022 is also being funded from this pot.

Futures Fund - Theme 4 – Developing an Attractive Visitor Economy (0.500m)

60. £0.435m has been committed against this theme including Heritage Action Zone funding and the development of live stream events and a feasibility study exhibition of early locomotives for the 2025 200th Anniversary of the opening of the Stockton and Darlington Railway.

Futures Fund - Theme 5 – Neighbourhood Renewal (0.876m)

61. One of the Council priorities is to work with communities to maximise their potential and enjoy a good quality of life. The funding in this theme is aimed at assisting with this priority and £0.848m has been allocated to various initiatives including £0.050m to the Darlington Credit Union to enable them to continue work in addressing financial hardship and across households in Darlington; £0.236m for a skills and employability officer across the years to understand what skills are required in the borough and take action to promote employment; £0.221m to run initiatives and part fund a programme officer for the Northgate project which is a multi-agency programme providing a range of interventions from support and advice to enforcement activities where required in order to improve outcomes for local residents; £0.180m for specialist benefits advice to assist residents claiming benefit entitlements; and £0.020m for the pilot In2 Programme which introduces children who wouldn't usually have access to arts and cultural experiences. There has also been an allocation of £0.032m for the initial set up of the bread and butter thing which has been a huge success and now has over 1,600 members and £0.035m to support work to embed community wealth building across the Council and partners.

Futures Fund – ongoing commitments

62. As time has passed it has become clear a number of the services funded via the futures fund are key to the aim of growing our economy and without them would have a significant impact on that key aim. A significant proportion of the futures fund expenditure is on staffing to carry out services over and above the statutory level, for example Community Safety including enforcement officers; Street Scene activities including grass cutting, street cleaning, back lane clear ups and tree work; helping neighbourhoods with our skills and employability officer. In

total there are 22.7 full time equivalent staff funded on an annual basis through this fund. Additionally, there is £0.110m allocated to the Town Centre events programme per annum to assist in maintaining a vibrant Town Centre and helping out local businesses with increased footfall.

63. It is therefore proposed the ongoing elements of the fund as shown in the table below are mainstreamed into the budget (from 2025/26 onwards) and are considered with all other funded services if expenditure needs to be reduced at a future point.

Mainstreamed elements of the futures fund	2025/26 £m's
Ongoing annual funding - Street Scene	0.300
Ongoing annual funding - Community Safety	0.100
<u>Theme 1 - Community Safety - £1.134m</u>	
Enforcement Officers	0.068
Private Sector Housing officer	0.024
Community Safety Enforcement officers	0.082
Deployment of mobile camera's	0.010
Total Theme 1	0.184
<u>Theme 2 - Attractive Street Environment - £0.561m</u>	
Team Leader – Arboriculture	0.036
Street Orderly	0.025
Total Theme 2	0.061
<u>Theme 3 - Maintaining a Vibrant Town Centre - £1.693m</u>	
Town Centre Partnership Officer	0.028
Town Centre Events - Gold Standard	0.110
Town Centre Footfall Monitoring	0.015
Town Centre Event – Pride	0.010
Outdoor Events Infrastructure	0.030
Total Theme 3	0.193
<u>Theme 5 - Neighbourhood Renewal - £0.876m</u>	
Specialist Benefits Advice	0.030
Road closures & local events	0.003
Skills and employability officer	0.049
Neighbourhood renewal Programme officer	0.024
Total Theme 5	0.106
Overall total	0.944

Revenue Balances

64. Taking into account the projected revenue out turn for 2021/22 detailed at **Appendix 5** and the utilisation of balances to fund the projected budget deficit over the four year period, leaves a projected general fund balance of £0.895m by 2025/26.
65. However, it needs to be noted that the MTFP is only being balanced annually by using reserves which is not a sustainable position moving forward as reserves will eventually be depleted. Also, the unallocated balances rely on building around 473 Band D equivalent houses per annum; no significant overspending; assumptions of a cash equivalent position materialising in the settlement and a Council Tax increase of 1.99% with a 1% Social care precept totalling 2.99% in 2022/23. We therefore need to be cautious particularly in light of future years estimated income, but we understand the need to invest into our services as much as possible to stimulate growth and tackle inequality.
66. Given the uncertainties in regard to future funding and expenditure pressures it is recommended the balance remains unallocated at this point in time to assist in future pressures and reviewed in future MTFP's when a clearer position on local government funding is given.

Revenue Balances	2022/23 £m	2023/24 £m	2024/25 £m	2025/26 £m
Opening balance	24.358	24.034	19.829	10.756
Contribution to/(from) balances	(0.324)	(4.205)	(9.073)	(9.861)
Closing balance	24.034	19.829	10.756	0.895

Capital Expenditure

67. The Council has an extensive capital programme with significant resources invested to purchase, improve, protect and maintain our assets, to enable the council to deliver its priorities for example purchasing land to enable road improvements or investing in modernising school buildings and housing. The Council continues to deliver a significant capital investment programme in the main funded from the Housing Revenue Account (HRA) and grant or other external funding which is targeted at specific schemes and programmes such as Transport and Schools. Furthermore investment from the Tees Valley Combined Authority (TVCA) along with European and other external funding sources are being used for economic growth initiatives.
68. The Council can also supplement these funding sources with its own resources such as capital receipts or prudential borrowing where there is a need, however as capital receipts are limited and prudential borrowing comes with future revenue implications there must be a strong case for doing so.
69. In recent years there has been significant investment in economic growth either funded or pump primed by the Council, schemes such as Central Park including the National Biologics Centre and Business Central along with the Development of Feethams House which is Grade A Office accommodation, and recent Town Centre purchases are helping to make Darlington a more vibrant place to be. The Council's Investment Fund and Economic Growth Investment

Fund are both being utilised to invest in these areas which ultimately increases business rates and the finances of the Council helping vital services to be funded.

70. The current capital programme stands at £269m as summarised in Table 1 below. The programme is monitored on a monthly basis and reported to Cabinet on a quarterly basis, the latest available monitoring report for the 2021/22 was presented to Cabinet on 9 November 2021 and noted the programme was within budget with the majority of schemes on target.

Table 1

	Construction				Non construction	Capital investment fund	Housing New Build not yet allocated	Total
	Live Schemes 75k & Over	Annualised Schemes	Completed Schemes awaiting review	Live Schemes under 75k				
Area	£m	£m	£m	£m	£m	£m	£m	£m
Housing	30.297	0.267	6.815	0.141	0.940	0.000	36.263	74.723
Economic Growth	47.462	0.000	0.916	0.507	10.210	32.590	2.037	93.722
Highways/Transport	42.692	7.774	17.766	0.960	4.203	0.000	0.000	73.395
Leisure & Culture	19.310	0.000	0.000	0.225	0.000	0.000	0.000	19.535
Education	4.155	0.000	0.058	0.213	0.053	0.000	0.000	4.479
Adult Social Care	0.000	0.000	0.000	0.000	0.071	0.000	0.000	0.071
Other	0.000	0.000	0.000	0.000	2.890	0.000	0.000	2.890
Total	143.916	8.041	25.555	2.046	18.367	32.590	38.300	268.815

71. In addition to the current agreed programme the Council looks ahead to future capital requirements based on the principles of the capital strategy. A four year timeframe has been adopted to fall in line with the revenue Medium Term Financial Plan. Attached at **Appendix 7** are the priority proposals for addition to the plan along with the funding methods. The majority of schemes are focused on 'Housing and Transport, funded via the HRA and government grants respectively, there are also a number of Council funded corporate schemes that have already been approved.
72. The following paragraphs describe the major elements of the capital programme priorities for approval. Specific scheme funding release will be subject to detailed reports to Cabinet.

Corporate schemes – funding required

73. As noted previously the Council can supplement government capital funding albeit options are limited in the current financial climate. Funding can come from prudential borrowing, repaid via revenue, which puts additional pressure on the revenue account or from capital receipts.
74. The risk assessed usable capital receipts over the next four years are in the region of £12m. Of this £1.110m has been allocated to the Eastbourne sports complex for the replacement running track and the new APG pitches and parking leaving just under £11m unallocated.
75. There will be many competing priorities against the available resources for both regeneration and refurbishment and these schemes will emerge over the coming year/s. At this stage members are requested to make capital provision for five priority schemes with a total value of

£3.470m which will be subject to full reports to Cabinet in due course, these are:-

- (a) **Dolphin Centre phase 3 - M & E replacement and renewal works - £2.200m** – The mechanical and electrical installations in the Dolphin Centre are now nearly 40 years old and are well past their serviceable life cycle with some equipment likely to fail in the next couple of years. The replacement programme has been delivered in a phased way with the first two phases being completed over the past 5 yrs. Phase 3 which is the final phase needs to be completed in the next 2 years to mitigate the risk of failure of the plant and equipment and therefore closure of areas of the building.
- (b) **Whinfield School replacement roof - £0.620m** - the latest survey has determined the school will need to be completely re-roofed within a 1-3 year period. The funding received for school condition works is insufficient to fund an undertaking of this magnitude. Over the last five years ongoing maintenance work has been carried out to keep the school watertight however it is now at the point where unless this work is undertaken there will be further deterioration of the roof and a likely impact on delivery of education at the school. It would be necessary to phase the works over a three year period due to the complexity of the roof and the restrictions of having to complete the works during summer holidays.
- (c) **West Cemetery drainage - £0.250m** – Additional drainage work is being carried out as part of the extension of the burial ground at west cemetery. There is a pond close to properties on Salutation Road that collects water from the adjacent allotments and surrounding area which drains naturally, however, at times has not been able to hold the volume of water and run off has potentially contributed to residents' gardens being flooded. This area is subject to maintenance and improvement works as part of the current project. Subject to the success of the proposed drainage improvements then additional work may not be required to the pond. However, it is considered prudent to identify capital funding should the area need to be drained into the main NWL drainage system in the future.
- (d) **Capitalised repairs – £0.250m** is required for repairs on the council building stock in 2025/26 to ensure it is fit for purpose. This is a rolling programme and funding has already been agreed for 2022/23 – 2024/25. Details on specific areas of spend will be brought to Cabinet for consideration.
- (e) **Advanced design fees - £0.150m** per annum is requested for 2025/26 to ensure that resources are available to work up any new schemes brought forward in relation to economic growth including site investigations on development sites, industrial and housing land. This is a rolling programme and funding has already been agreed for 2022/23 – 2024/25. This funding has been invaluable in the past in enabling the Council to be site ready and without this it is likely schemes would stall and not progress.
- (f) In addition to the schemes above it is recommended the **Economic Growth Investment Fund (EGIF) is replenished with £0.500m allocated each year**. The EGIF was set up in 2017 to enable a programme of investments that were required or desired in order to deliver Darlington's ambitions for sustainable economic growth. The plan was developed as a means to implement key strategies and to set out what needs to be done in order for the Borough to accelerate sustainable, managed and planned economic growth. It was also developed in order to provide the structured framework required to ensure that a

programme of investments is created that can deliver the strategic ambitions and goals of the Council.

- (g) The fund has been very successfully deployed across the Borough and has accelerated some key regeneration schemes. Investments have been a combination of land acquisition to accommodate residential and commercial development, through to basic site infrastructure to enable more commercial development to happen. Notable investments included:
- (i) early feasibility work on Bank Top station that has since led to master plan and planning being approved and will lead to a £105m redevelopment of the station. To accommodate, the Cattle Mart site was demolished (utilising EGIF) and will be a temporary car park and compound whilst Bank Top works are ongoing, then will become a regeneration site in its own right. Other adjacent properties (needed for the redevelopment) have been acquired through negotiation with that funding reimbursed from TVCA funding for Bank Top.
 - (ii) Land acquisition and contribution to the road development was necessary to accommodate the 1.6m sq ft Amazon development, provide additional wider estate road improvements, and another investment was forward funding of key infrastructure at Ingenium Park 40 Ha' s of economic land (investment recovered through Government grant).
 - (iii) Land acquisition of land at Feethams then paved the way for the speculative Feethams Office Development which will house the Darlington Economic Campus initially. At least five Government Departments will locate in Darlington.
 - (iv) Land acquisition at Neasham was an integral part of the moves to relocate the Cattle Mart to the A68 site and the Neasham site is currently under construction as a much needed 450 unit residential site with the council aiming to build 150 units for social rent.
- (h) If the above investments are approved at £5.470m there would potentially be £5.5m of unallocated capital receipts. However, as capital receipts are not guaranteed and potentially receipts may be needed to assist with the revenue MTFP in the future, along with the significant pressures being faced in the construction industry with regard to material and labour resource, it would prudent, and my advice, to hold onto these receipts for review in future years.

Corporate Schemes on the horizon

76. In addition to the schemes noted above there are a number of schemes on the horizon which will be further explored during the coming year/s in regard to need, cost and funding opportunities. They are highlighted here as a potential marker for future investment.

- (a) Electric charging infrastructure at the depot to facilitate a change to an all electric fleet.
- (b) Replacement CCTV cameras
- (c) A67 Victoria Road culvert repairs
- (d) Town Centre capital works outside IGF.
- (e) Changes to waste management e.g. food and green waste collections.
- (f) Climate change – potential COP26 issues.
- (g) Potential Town Hall modernisation works following the agile pilot.

Government Funding

77. Set out below are details of the levels of Government funding available for investment by the Council in 2022/23 and an outline of the proposed use of these funds.

	2022/23 £m
Children's Services	
School Condition Allocation	0.142
Transport	
Local Transport Plan	2.575
Other	
Disabled Facilities Grant	1.063
Total Capital Grant Available	3.780

School Condition Allocations

78. The Local Authority now only receives school condition funding for Community Maintained Schools. Maintenance funding for Academies is available through other routes. This funding received by the Local Authority will be spent in line with key priorities identified with each maintained school through the locally agreed asset management planning (LAMPA) process, carried out each January. There are no strict spend deadlines for these small scale condition related projects which are prioritised and completed as funding becomes available.

Transport and Highways

79. A new Local Transport Plan for the Tees Valley has been consulted upon and was endorsed by the Tees Valley Cabinet in 2021. This will help set the spending plans for the funding allocations from the Department for Transport and from the Devolution deal. The Integrated Transport Programme (ITP) of TVCAs Investment plan identifies £256.7m of investment over the next 10 years. There will be projects and initiatives delivered in Darlington from this fund. However, these will be subject to separate business cases and approval processes as they are developed.
80. The new Tees Valley Local Transport Plan has a number of accompanying documents that set the strategy and vision for different modes of transport. Each Local Authority is required to produce a Local Improvement Plan, which will effectively replace the local authority Local Transport Plan. These plans will cover local priorities and maintenance requirements. Prior to this year the Council received funding via TVCA that was based on needs formula. However, all of the funding has now been merged into the new City Region Sustainable Transport Settlement (CRSTS), which is a 5 year allocation of funding. The Tees Valley have been allocated £310m. However, the details of this allocation have yet to be confirmed including the governance on how this money will be prioritised and allocated. It is hoped funding will be no less than previous allocations under the formula approach that allocated £0.886m for the Integrated Block and £1.689m for the Highways Maintenance Block plus varying amounts for the Pothole action programme. The new CRSTS will provide the opportunity to deliver larger

improvement schemes in Darlington identified in the Tees Valley and Darlington transport plans and these will be dealt with on an individual project basis.

Disabled Facility Grants

81. These grants are available if you are disabled and need to make changes to your home with examples being:
- (a) Widen doors and install ramps,
 - (b) Improve access to rooms and facilities – e.g. stair lifts or a downstairs bathroom,
 - (c) Provide a heating system suitable for your needs, and
 - (d) Adapt heating or lighting controls to make them easier to use.

Housing

82. All Housing Capital schemes are funded fully from the Housing Revenue Account. The priorities identified through the Housing Business Plan will be funded from the estimated capital resources for 2022/23. Further detail is given in the Housing Revenue Account financial plan but in summary includes:-
- (a) Adaptations and lifts - £0.2m
 - (b) Heating Replacement - £1.105m
 - (c) Structural Works - £0.4m
 - (d) Lifeline Services - £0.05m
 - (e) Repairs before Painting - £0.06m
 - (f) Roofing and Repointing work - £1m
 - (g) Garages - £0.05m
 - (h) External Works - £0.2m.
 - (i) Smoke Detectors - £0.025m
 - (j) Pavements - £0.032m
 - (k) Replacement Door Programme - £0.450m
 - (l) Window Replacement - £0.500m
 - (m) Internal planned maintenance (IPM) - £1.91m
 - (n) Communal Works - £0.15m
 - (o) Energy Efficiency Improvements - £1m
 - (p) New Build housing - £25.581m**

Consultation

83. This report will be published for consultation from 30 November 2021 to 21 January 2022.

Conclusion

84. The current MTFP as agreed by Council remains deliverable but as previously acknowledged it is not without risk and challenges. Some risks previously identified have occurred and the recommendations within this report address the associated financial implications. The proposed MTFP includes the Risk Reserve at the same level as 2021 given the financial challenges we are still facing.

85. The Council still has the financial capacity to deliver a four-year balanced MTFP which puts it in a stronger position than many Councils, however this is based on a core offer service level with limited discretionary services and does rely on the use of balances across the four years. Despite significant pressures in social care, the proactive stance taken in growing the economy and our joint venture partnerships is working and assisting in minimising on-going committed annual spending.
86. Planning beyond the current MTFP is extremely difficult given the uncertainty around future funding and the review of the new Local Government Financial system (currently on hold but anticipated in 2023), and issues such as the impact of Brexit and Covid on the country's finances. Given the four-year balanced position, the proposed plan will allow time, post the funding reforms, to assess the impacts of the changing landscape and decide how to address the future financial position faced. Current planning suggests there will be a budget deficit of approximately £9.9m, however for the reason above, this will almost certainly change. At this stage it is not possible to know whether this will be a positive or negative position.
87. In summary, the Council continues to face significant financial challenges, however, due to the healthy reserves position which now play a crucial role in the budget strategy, the MTFP remains deliverable on the basis of what we know now and the following conditions – economic growth, house building, no further pressures, fair funding reforms and a fair settlement, if this changes plans will need to be adjusted.
88. As the Council's Statutory Chief Financial Officer, the Group Director of Operations, must advise the Council on the robustness of the budget and adequacy of reserves. The budget presented to Members in this report has been based on the most accurate information available at this point in time, therefore the Director is confident that they are an accurate reflection of the Council's financial position. General Fund Reserves are adequate however the Council is carrying a financial risk over the lifetime of the plan which is difficult to forecast at present, in particular the implications and impacts of Covid-19, Brexit and the uncertainty around the local government funding reforms. It is essential that growing pressures in social care are addressed through transformation and implemented as the Council will be operating with minimum levels of balances to fund any future cost pressures.

APPENDICES

Appendix 1	Detailed Estimates
Appendix 2	Budget Pressures / Savings
Appendix 3	Fees and Income Proposals
Appendix 4	Assumptions used to prepare estimates
Appendix 5	Projected Revenue Outturn 2021/22
Appendix 6	Proposed MTFP 2022 to 2026
Appendix 7	Capital programme

REVENUE ESTIMATES 2022/23 - Summary

Appendix 1

	2021/22	2022/23			
	Net Budget	Gross Budget	Income	Grants	Net Budget
	£000	£000	£000	£000	£000
People Group	62,544	123,762	(16,357)	(41,607)	65,798
Services Group	19,016	64,413	(46,453)	(14)	17,947
Operations Group	15,817	44,079	(3,713)	(24,457)	15,909
Chief Executive Office & Economic Growth Group	1,598	3,845	(2,309)	(248)	1,288
Group Totals	98,975	236,100	(68,832)	(66,325)	100,942
Financing Costs	823	637	0	0	637
Investment Returns - Joint Ventures	(1,546)	(1,864)	0	0	(1,864)
Council Wide Pressures / Savings	(499)	1,037	0	0	1,037
Contingencies	725	525	0	0	525
Grand Total	98,478	236,435	(68,832)	(66,325)	101,277

PEOPLE GROUP - Revenue Estimates 2022/23

	2021/22	2022/23			
	Net Budget	Gross Budget	Income	Grants	Net Budget
	£000	£000	£000	£000	£000
Group Director of People	176	155	0	0	155
Children & Adult Services					
Transformation & Performance	703	745	(115)	0	630
Business Support	1,403	1,400	(8)	0	1,392
Children's Services					
Children's Services Management & Other Services	485	480	0	0	480
Assessment Care Planning & LAC	4,018	4,110	0	0	4,110
First Response & Early Help	2,784	3,529	0	0	3,529
Adoption & Placements	13,753	14,011	(50)	(55)	13,906
Disabled Children	1,517	1,789	(205)	0	1,584
Youth Offending	268	627	(127)	(223)	277
Quality Assurance & Practice Improvement	743	804	(182)	0	622
Development & Commissioning					
Commissioning	2,434	2,352	(85)	0	2,267
Voluntary Sector	297	330	0	(57)	273
Workforce Development	168	185	(36)	0	149
Education					
Education	1,078	25,501	(2,224)	(22,153)	1,124
Schools	0	9,285	0	(9,285)	0
Transport Unit	1,871	2,837	(384)	(534)	1,919
Public Health					
Public Health	0	8,636	0	(8,636)	0
Adult Social Care & Health					
External Purchase of Care	24,969	38,628	(10,677)	(664)	27,287
Intake & Enablement	595	2,253	(1,621)	0	632
Older People Long Term Condition	1,430	1,676	(170)	0	1,506
Physical Disability Long Term Condition	5	27	(22)	0	5
Learning Disability Long Term Condition	1,737	1,748	(37)	0	1,711
Mental Health Long Term Condition	1,138	1,596	(414)	0	1,182
Service Development & Integration	972	1,058	0	0	1,058
Total People Group	62,544	123,762	(16,357)	(41,607)	65,798

SERVICES GROUP - Revenue Estimates 2022/23

	2021/22	2022/23			
	Net Budget	Gross Budget	Income	Grants	Net Budget
	£000	£000	£000	£000	£000
Group Director of Services	125	159	0	0	159
Capital Projects, Transport & Highways Planning					
AD Transport & Capital Projects	98	131	0	0	131
Building Design Services	20	533	(513)	0	20
Capital Projects	322	585	(276)	0	309
Car Parking R&M	483	497	0	0	497
Concessionary Fares	3,484	3,436	0	0	3,436
Flood & Water Act	112	89	0	0	89
Highways	3,276	4,621	(971)	0	3,650
Highways - DLO	(515)	10,463	(10,983)	0	(520)
Investment & Funding	417	185	(181)	0	4
Sustainable Transport	62	68	(26)	0	42
Community Services					
AD Community Services	141	143	0	0	143
Allotments	11	23	(12)	0	11
Building Cleaning - DLO	139	744	(600)	0	144
Cemeteries & Crematorium	(897)	669	(1,610)	0	(941)
Dolphin Centre	1,793	3,793	(2,916)	0	877
Eastbourne Complex	39	121	(128)	0	(7)
Emergency Planning	99	101	0	0	101
Head of Steam	275	329	(63)	0	266
Hippodrome	547	5,110	(4,915)	0	195
Indoor Bowling Centre	12	18	0	0	18
Libraries	829	866	(42)	0	824
Move More	33	80	(45)	0	35
Outdoor Events	477	450	(22)	0	428
School Meals - DLO	65	729	(674)	0	55
Strategic Arts	121	115	0	0	115
Street Scene	5,402	7,846	(2,274)	(14)	5,558
Transport Unit - Fleet Management	(9)	61	(70)	0	(9)
Waste Management	3,261	3,452	0	0	3,452
Winter Maintenance	469	549	(2)	0	547
Community Safety					
CCTV	199	613	(411)	0	202
Community Safety	630	653	(35)	0	618
General Licensing	0	158	(153)	0	5
Parking	(2,116)	388	(2,544)	0	(2,155)
Parking Enforcement	5	183	(174)	0	9
Private Sector Housing	78	95	(10)	0	85
Stray Dogs	46	48	(1)	0	46
Taxi Licensing	0	208	(163)	0	45
Trading Standards	234	243	(6)	0	237
Building Services					
Construction - DLO	(571)	11,210	(11,802)	0	(592)
Maintenance - DLO	(407)	4,421	(4,833)	0	(412)
Other - DLO	0	(0)	0	0	(0)
General Support Services					
Works Property & Other	111	112	0	0	112
Joint Levies & Boards					
Environment Agency Levy	116	115	0	0	115
Total Services Group	19,016	64,413	(46,453)	(14)	17,947

OPERATIONS Group - Revenue Estimates 2022/23

	2021/22	2022/23			
	Net Budget	Gross Budget	Income	Grants	Net Budget
	£000	£000	£000	£000	£000
Group Director of Operations	134	134	0	0	134
AD Resources					
AD Resources	87	109	0	0	109
Financial Services	1,393	1,931	(506)	0	1,426
Financial Assessments & Protection	244	292	(43)	0	249
Xentrall (D&S Partnership)	1,848	2,416	(649)	0	1,766
Human Resources	654	947	(342)	0	605
Health & Safety	163	227	(57)	0	170
Head of Strategy Performance & Communications					
Communications & Engagement	1,159	1,040	(138)	0	902
Systems	791	912	(7)	0	905
AD Law & Governance					
AD Law & Governance	120	130	0	0	130
Complaints & FOI	275	282	(1)	0	281
Democratic Services	1,227	1,286	(24)	0	1,262
Registrars	(14)	221	(254)	0	(33)
Administration	659	745	(93)	0	653
Legal & Procurement	1,324	1,814	(450)	0	1,364
Coroners	220	225	0	0	225
AD Xentrall Shared Services					
ICT	713	735	(12)	0	723
Corporate Landlord					
Corporate Landlord	3,532	3,996	(290)	0	3,706
AD Housing & Revenues					
Local Taxation	384	866	0	0	866
Rent Rebates / Rent Allowances / Council Tax	(132)	23,693	(416)	(23,794)	(517)
Housing Benefits Administration	227	877	0	(663)	214
Customer Services	307	474	(181)	0	293
Homelessness	323	369	(54)	0	315
Service, Strategy & Regulation and General Services	179	359	(197)	0	162
Total Operations Group	15,817	44,079	(3,713)	(24,457)	15,909

CHIEF EXECUTIVES OFFICE & ECONOMIC GROWTH - Revenue Estimates 2022/23

	2021/22	2022/23			
	Net Budget	Gross Budget	Income	Grants	Net Budget
	£000	£000	£000	£000	£000
Chief Executive	194	203	0	0	203
AD Economic Growth					
AD - Economic Growth	132	134	0	0	134
Building Control	142	317	(169)	0	148
Consolidated Budgets	129	146	0	0	146
Development Management	(49)	618	(642)	0	(25)
Economy	463	353	0	(100)	253
Environmental Health	303	323	(17)	0	306
Place Strategy	714	757	(30)	(147)	580
Property Management & Estates	(470)	866	(1,387)	0	(521)
Darlington Partnership					
Darlington Partnership	40	128	(63)	0	65
Total Chief Executives Office & Economic Growth	1,598	3,845	(2,309)	(248)	1,288

APPENDIX 2

Analysis of Pressures/Savings	Estimate 22/23 £m	Estimate 23/24 £m	Estimate 24/25 £m	Estimate 25/26 £m
Savings				
Trade Waste - reduction in income due to Covid lower than expected	(0.030)	(0.030)	(0.030)	(0.030)
Car Parking - contract parking	(0.030)	(0.030)	(0.030)	(0.030)
Concessionary Fares - removal of inflationary increase	(0.050)	(0.050)	(0.051)	(0.052)
Feethams House - increased income from occupancy	(0.089)	(0.050)	(0.033)	(0.020)
Investment Returns - increased Joint Venture dividends	(0.578)	(0.131)	0.000	0.000
Property funds - returning to pre-covid levels	(0.319)	0.000	0.000	0.000
Social work/Looked After Through Care - volunteer drivers savings	(0.011)	0.000	0.000	0.000
Childrens Social Care - staffing savings	(0.256)	(0.261)	(0.210)	(0.195)
Commissioning - Improvement Grant Contract now funded from grant	(0.031)	(0.031)	(0.031)	(0.031)
Early Years - savings on supplies & services	(0.002)	(0.003)	(0.004)	(0.004)
Public Health - grant not reduced as expected	(0.285)	(0.285)	(0.285)	(0.285)
Financial Assessments - additional income	(0.003)	(0.003)	(0.003)	(0.003)
Registrars - leasing budget no longer required	(0.016)	(0.016)	(0.016)	(0.016)
Secretarial Support - staffing savings	(0.054)	(0.056)	(0.057)	(0.057)
Various budget corrections	(0.028)	(0.008)	0.005	(0.060)
	<u>(1.782)</u>	<u>(0.954)</u>	<u>(0.745)</u>	<u>(0.783)</u>
Increased Demand				
Waste Disposal -increased growth with new builds	0.000	0.000	0.000	0.024
Winter Maintenance - increased average spend	0.050	0.051	0.052	0.053
Waste Disposal - LASPV contract support	0.040	0.040	0.040	0.040
Highways - responsive repairs	0.200	0.204	0.000	0.000
Social Work (A&S) - legal costs regarding child care proceedings	0.024	0.024	0.024	0.024
Social Work (A&S) - support costs for children not looked after or with no recourse to public funds	0.032	0.055	0.055	0.055
ICT - systems maintenance	0.088	0.090	0.092	0.094
Occupational Health - additional post	0.035	0.035	0.036	0.037
Advocacy Contract - additional usage	0.013	0.013	0.013	0.013
Medequip Contract - additional usage	0.013	0.013	0.013	0.013
Direct Payments - additional usage of 530 hours	0.098	0.109	0.121	0.121
Home Care - increase of 1,771 hours	1.202	1.369	1.541	1.541
Changes in residential and nursing placements	0.170	0.170	0.170	0.161
Adults Demographics - increased demand	0.025	0.092	0.160	0.160
Adults Day Care - increased usage	0.022	0.018	0.005	0.005
Adults Respite - increased usage	0.061	0.067	0.072	0.072
	<u>2.073</u>	<u>2.350</u>	<u>2.394</u>	<u>2.413</u>
Price Inflation				
Utilities	0.422	0.396	0.417	0.438
Inflation - Services Group	0.000	0.000	0.000	0.120
Residential/Nursing increase in inflation factors	0.000	0.130	0.300	0.231
Inflation - Adults Social Care	0.000	0.000	0.000	1.262
National Living Wage - increase in Adults contract costs	0.647	0.650	0.682	0.682
	<u>1.069</u>	<u>1.176</u>	<u>1.399</u>	<u>2.733</u>
Reduced Income				
Bowling Centre - loss of rent	0.006	0.006	0.006	0.006
Estates - reduction in rental income	0.046	0.031	0.000	0.000
Strengthening Families - grant funding ended	0.533	0.000	0.000	0.000
Darlington Partnership - reduction of income	0.023	0.023	0.023	0.023
Legal - reduction in external legal income	0.000	0.053	0.053	0.053
Car Parking - reduction in patronage after removal of parking offer	0.059	0.565	0.565	0.565
	<u>0.667</u>	<u>0.678</u>	<u>0.647</u>	<u>0.647</u>
Other and contingencies				
Events - Queens Platinum Jubilee	0.030	0.000	0.000	0.000
Services - staffing changes	0.013	0.013	0.014	0.014
Social Work (Assessment & Safeguarding Teams) - lone working devices	0.007	0.007	0.007	0.007
Social Work (Assessment & Safeguarding Teams) - retention payments	0.087	0.087	0.087	0.000
Operations - staffing changes - pensions	0.006	0.022	0.044	0.056
Procurement Team - additional post	0.034	0.036	0.038	0.039
Legal Services - professional fees	0.000	0.010	0.010	0.010
Town Hall Telephones - additional costs	0.010	0.010	0.010	0.010
Emergency Duty Team - increase in service	0.005	0.005	0.005	0.005
Local Insight Licence	0.008	0.008	0.008	0.008
National insurance - increase in employers rate by 1.25%	0.373	0.381	0.393	0.406
Pay Award - effect of 3% pay award in 2022/23	0.656	0.669	0.682	0.696
	<u>1.229</u>	<u>1.248</u>	<u>1.298</u>	<u>1.251</u>
Covid Related				
Waste Disposal - household levels high due to home working	0.263	0.181	0.186	0.191
Car Parking - loss of contract parking	0.082	0.000	0.000	0.000
Hippodrome - assumes 85 % patronage	0.126	0.000	0.000	0.000
Dolphin Centre - assumes 75% patronage	0.202	0.000	0.000	0.000
Taxi Licensing - reduction in taxi drivers	0.045	0.000	0.000	0.000
General Licensing - free pavement café licences	0.005	0.000	0.000	0.000
Estates - fall in rentals	0.015	0.000	0.000	0.000
	<u>0.738</u>	<u>0.181</u>	<u>0.186</u>	<u>0.191</u>
Total Net Pressures	3.994	4.679	5.179	6.452

This page is intentionally left blank

SCHEDULE OF CHARGES 2022/23				
Description	Type**	Existing Charge £	New Charge £	Financial Effect £
**KEY for basis of fee and charges setting, L - Locally Agreed, N - Nationally Agreed				
LEARNING SKILLS - LEARNING FOR LIFE				
Fees Policy: August 2021 to July 2022 (Next Review July 2022)				
Full Fees (including enrolment and tuition fees) per hour	L	3.00	3.00	NIL
<p>Accredited Learning Full accreditation fee (if applicable) - if the course has a qualification there will be additional fees to pay for registration and certification.</p> <p>No fees will be charged for publicly subsidised courses where:</p> <ol style="list-style-type: none"> Learners are aged 16-18 (on 31 August 2021) Learners are aged 19-24 (on 31 August 2021) with a learning difficulty and/or disability as evidenced through an Education, Health and Care (EHC) Plan Learners are aged 19 or older where the learning aim is up to and including level 2, and the learner is studying English or Maths Learners are aged 19-23 (on their first day of study) and are studying their first 'full' level 2 or first 'full' level 3, excludes English for speakers of Other Languages (ESOL) Learners are aged 19 or older where the learning aim is up to and including level 2 (including ESOL), the skills training will help them into work, and the learner is classed as unemployed and one or more of the following apply: <ol style="list-style-type: none"> They receive Job Seeker's Allowance (JSA) - this includes those receiving National Insurance credits only, or They receive Employment and Support Allowance (ESA), or They receive Universal Credit and their earned income from employment (disregarding benefits) is less than £338 a month (learner is sole adult in their benefit claim) or £541 a month (learner has a joint benefit claim with their partner) They are released on temporary licence, studying outside a prison environment, and not funded by the Ministry of Justice Learners are aged 19 or older where the learning aim is up to and including level 2 (including ESOL), they are employed and eligible for co-funding but earn less than £17,004.00 gross salary, based on the assumption of a 37.5 hour contract with paid statutory holiday entitlement. <p><i>Evidence required: A wage slip within 3 months of the learning start date, or a current employment contract which states gross monthly / annual wages</i></p> <ol style="list-style-type: none"> Learners aged 19-24 who are unemployed and on a Traineeship <p>Courses with no public subsidy For learners aged 19 or above and where the learning aim is level 3 or above (except for exclusion above), learners will need to take out an Advanced Learning Loan, subject to funding availability. Further details can be found at: www.gov.uk/advanced-learning-loans</p> <p>Asylum Seekers – individuals will be assessed for eligibility in conjunction with ESFA guidance Special Fees – some courses have special fees, cost on application FE course – NVQ etc price on application</p> <p>The following courses are free: Family Learning, Functional Skills, Study Programmes and courses which are funded through external projects</p> <p>Additional Learning Support (ALS) is intended to enable disadvantaged learners to achieve their learning goal by providing funding, on top of programme funds, to help them overcome their barriers to learning. The funding is intended to be flexible and to help support learners who have a range of learning difficulties and/or disabilities</p>				

Description	Type**	Existing Charge £	New Charge £	Financial Effect £
**KEY for basis of fee and charges setting, L - Locally Agreed, N - Nationally Agreed				
REGISTRATION OF BIRTHS, DEATHS, MARRIAGES AND CIVIL PARTNERSHIPS				
The following fees do not incur VAT				
Marriages				
Entering a Notice of Marriage or Civil Partnership	N			
For a Registrar to attend a Marriage at the Register Office	N			
Civil Partnership Registration	N			
Incumbents for every Entry Contained in Quarterly Certified	N			
Copies of Entries of Marriage	N			
Registrars fee for attending a marriage at a registered building or for the housebound or detained	N			
Superintendents Registrar fee for attesting a notice of marriage away from his office for housebound or detained	N			
Superintendents Registrar fee for attending the marriage of the housebound or detained	N	These charges set nationally	These charges set nationally	
		by Statute and	by Statute and	
		will be charged	will be charged	
		at the advised	at the advised	
		rate for	rate for	
		2021/22	2022/23	
Certification for Worship and Registration for Marriages				
Place of Meeting for Religious Worship	N			
Registration of Building for Solemnisation of Marriage	N			
Certificates issued from Local Offices				
Standard Certificate (SR)	N			
Standard Certificate (RBD) (at time of Registration)	N			
Standard Certificate (RBD) (after Registration)	N			
Short Certificate of Birth (SR)	N			
Short Certificate of Birth (RBD)	N			
Certificates of Civil Partnership (at time of Ceremony)	N			
Certificates of Civil Partnership (at later date)	N			
General Search fee	N			
Each Verification	N			
Civil Partnership Ceremony				
	N			
All Ceremonies – Approved Premises				
Application Fee for licence as an approved venue (valid for 3 years)	N	1,750.00	1,750.00	
Fee for Attendance - All days including Bank Holidays	L	540.00	555.00	
All Ceremonies – Town Hall				
The Council Chamber (Monday to Saturday)	L	285.00	295.00	
The Council Chamber Foyer (Monday to Saturday)	L	130.00	135.00	
REGISTER OF ELECTORS, OPEN REGISTER AND MONTHLY UPDATES - SALE				
The following fees do not incur VAT.				
Register – Printed Form	N	10.00	10.00	
Per 1,000 Names – Printed	N	5.00	5.00	
Register – Data Form	N	20.00	20.00	
Per 1,000 Names – Data	N	1.50	1.50	
LIST OF OVERSEAS ELECTORS – SALE				
The following fees do not incur VAT.				
List – Printed Form	N	10.00	10.00	
Per 1,000 Names – Printed	N	5.00	5.00	
List – Data Form	N	20.00	20.00	
Per 1,000 Names – Data	N	1.50	1.50	
MARKED COPY OF THE REGISTER OF ELECTORS AND MARKED ABSENT VOTERS LIST - SALE				
The following fees do not incur VAT				
Register – Printed Form	N	10.00	10.00	
Per 1,000 Names – Printed	N	2.00	2.00	
Register – Data Form	N	10.00	10.00	
Per 1,000 Names – Data	N	1.00	1.00	
				6,000

Description	Type**	Existing Charge £	New Charge £	Financial Effect £
**KEY for basis of fee and charges setting, L - Locally Agreed, N - Nationally Agreed				
TOWN HALL				
Hire of Committee Rooms – all charges shown exclusive of VAT. Charges will be made plus the appropriate VAT rate. All rooms are to be charged by the hour, rather than by session				
Committee Rooms per hour	L	33.00	33.00	
				NIL
LAND CHARGES				
The following fees are inclusive of VAT				
Search Fees				
Standard Search - Residential Property (post or DX)	L	91.80	91.80	
Standard Search – Residential Property (electronic)	L	89.80	89.80	
Standard Search – Commercial Property (post or DX)	L	139.80	139.80	
Standard Search – Commercial Property (electronic)	L	137.80	137.80	
Con 29 Required				
Residential Property				
One Parcel of Land	L	76.80	76.80	
Several Parcels of Land – Each Additional Parcel	L	24.00	24.00	
Commercial Property				
One Parcel of Land	L	124.80	124.80	
Several Parcels of Land – Each Additional Parcel	L	24.00	24.00	
Con 29 Optional				
Each Printed Enquiry	L	6.00	6.00	
Own Questions	L	6.00	6.00	
Official Search – LLCI	L	15.00	15.00	
Official Search – NLIS (National Land Information Service) or email	L	13.00	13.00	
Expedited Search (Residential)	L	165.00	165.00	
Expedited search (Commercial)	L	225.00	225.00	
Personal Search	L	No charge	No charge	
				NIL

Description	Type**	Existing Charge £	New Charge £	Financial Effect £
**KEY for basis of fee and charges setting, L - Locally Agreed, N - Nationally Agreed				
FINANCIAL PROTECTION SERVICES				
Category				
I. Work up to and including the date upon which the court makes an order appointing a deputy for property and affairs	N	745.00	745.00	
II. Annual management fee where the court appoints a local authority deputy for property and affairs, payable on the anniversary of the court order:	N	775.00	775.00	
- for the first year	N	650.00	650.00	
- for the second and subsequent years				
where the net assets are below £16,000, the local authority deputy for property and affairs will take an annual management fee not exceeding 3% of the net assets on the anniversary of the court order appointing the local authority as deputy				
Where the court appoints a local authority deputy for health and welfare, the local authority will take an annual management fee not exceeding 2.5% of the net assets on the anniversary of the court order appointing the local authority as deputy for health and welfare up to a maximum of £500.				
III. Annual property management fee to include work involved in preparing property for sale, instructing agents, conveyancers, etc or the ongoing maintenance of property including management and letting of a rental property	N	300.00	300.00	
IV. Preparation and lodgement of an annual report or account to the Public Guardian	N	216.00	216.00	
V. Conveyancing Costs				
Where a deputy or other person authorised by the court is selling or purchasing a property on behalf of P, the following fixed rates will apply except where the sale or purchase is by trustees in which case, the costs should be agreed with the trustees:				
A value element of 0.15% of the consideration with a minimum sum of £350 and a maximum sum of £1,500, plus disbursements				
Travel Rates are allowed at a fixed rate per hour for travel costs	N	40.00	40.00	
Please note that these rates are set by The Office of Public Guardian and are the rates as of 1st April 2017, these may be amended during 2022/23				
Administration fee for arranging the care and support needs for those with capital in excess of the upper capital limit or those who have chosen not to disclose their financial information.	L	105.00	108.00	
				Minimal
DEFERRED PAYMENT FEES				
Administration cost for setting up a Deferred Payment Agreement	L	321.00	331.00	
plus cost of valuation (this will be dependant on property type)	L	Actual cost of valuation	Actual cost of valuation	
				Minimal

Description	Type**	Existing Charge £	New Charge £	Financial Effect £
**KEY for basis of fee and charges setting, L - Locally Agreed, N - Nationally Agreed				
LIBRARIES				
Fines On Overdue Items				
Adults – per day	L	0.20	No charge	
Maximum charge per book	L	3.00	No charge	
Senior Citizens – per day	L	0.10	No charge	
Children – per day	L	No charge	No charge	
Non-collected reservations				
Per item	L	N/a	0.50	
Reservation Fees for Books Obtained from Outside the Authority				
Single charge for all books obtained from other libraries	L	6.00	6.00	
Repeat Fee for Renewal of Books from Outside the Authority				
Single Charge for all books obtained from other local authorities	L	6.00	6.00	
Replacement Tickets				
Adults	L	1.50	1.50	
Senior Citizens	L	1.50	1.50	
Children/Unemployed	L	1.50	1.50	
Language Courses (per element)				
Subscription for whole course to be paid in advance	L	1.35	1.35	
Local History Research				
Look Up Service	L	5.00	5.00	
Photocopies				
A4 B&W	L	0.20	0.20	
A3 B&W	L	0.40	0.40	
Printing				
Text Printouts				
A4 B&W	L	0.15	0.20	
A3 B&W	L	0.30	0.40	
Test Printouts				
A4 colour	L	0.60	0.60	
Reproduction of Images from Stock				
Digital copies for Private/Study purposes – per photo	L	5.50	5.50	
Digital copies for small local commercial use – per photo	L	5.50 + 2 copies of publications	5.50 + 2 copies of publications	
Digital copies for local commercial use - per photo	L	10.50 + 2 copies of book	10.50 + 2 copies of book	
Digital copies for national/international commercial	L	110.00	110.00	
Scan and e-mail Service				
First sheet	L	1.00	1.00	
Each subsequent sheet	L	0.50	0.50	
Hire of Locker				
	L	0.50	0.50	
Internet Use				
Library members First 60 minutes FREE , Members & Non Members £1.00 per 30 minutes hereafter	L	1.00	1.00	
Lost & Damaged Items				
	L	Full current Replacement Cost (non-refundable)	Full current Replacement Cost (non-refundable)	
Room Hire				
Not for profit organisations per hour	L	10.00	15.00	
Commercial organisations per hour	L	15.00	20.00	
				Minimal

Description	Type**	Existing Charge £	New Charge £	Financial Effect £
**KEY for basis of fee and charges setting, L - Locally Agreed, N - Nationally Agreed				
PLANNING FEES Planning fees are set nationally				
PLANNING – PRE APPLICATION ADVICE All charges include VAT at 20%				
Large Major Development (200+) for a written response, including up to 2 meetings	L	1,200.00	1,200.00	
Small Major Development (10-199) for a written response, including up to 2 meetings	L	600.00	600.00	
Minor Development for a written response to include a meeting if necessary	L	400.00	400.00	
Other Developments				
Minerals Processing	L	Based on areas above	Based on areas above	
Change of use for a written response to include a meeting if necessary	L	50.00	50.00	
Householder developments	L	36.00	36.00	
Advertisements	L	25.00	25.00	
Listed Building consents (to alter/extend/demolish)	L	Free	Free	
Conservation area consents	L	Free	Free	
Certificates of lawful development	L	Application advice not appropriate	Application advice not appropriate	
Telecommunications Notifications	L	126.00	126.00	
Other Charges				
Pre-Application meeting involving Planning Committee Members	L	1,000.00	1,000.00	
PLANNING – SUPPLEMENTARY ITEMS				
Items inclusive of VAT at 20%				
A4 Photocopy (ex plans) – first page	L	1.10	1.10	
Subsequent pages	L	0.10	0.10	
A3 Photocopy (ex plans) – first page	L	1.20	1.20	
Subsequent pages	L	0.20	0.20	
A2 Photocopy (ex plans) – first page	L	1.50	1.50	
A1 Photocopy (ex plans)	L	2.00	2.00	
A0 Photocopy (ex plans)	L	3.00	3.00	
Items outside the scope of VAT				
Local plan	L	18.00	18.00	
Local plan – postage	L	4.00	4.00	
Local plan – alterations	L	2.00	2.00	
Invoicing	L	9.00	9.00	
				NIL

Description	Type**	Existing Charge £	New Charge £	Financial Effect £
**KEY for basis of fee and charges setting, L - Locally Agreed, N - Nationally Agreed				
LICENSING The following fees do not incur VAT				
Prosecution Costs				
Hourly rate for Preparation of Case Reports	L	47.00	48.00	
General Licensing				
Pavement Café Licence, per person				
1-10	L	200.00	200.00	
11-25	L	240.00	240.00	
26-40	L	280.00	280.00	
41-60	L	320.00	320.00	
61-80	L	360.00	360.00	
81-99	L	400.00	400.00	
100 or over	L	450.00	450.00	
Duplicate licence fee	L	50.00	50.00	
Transfer of licence	L	50.00	50.00	
Change of detail	L	30.00	30.00	
Variation of Covers	L	100.00	100.00	
Goods on Highway Licence	L	155.00	155.00	
Sex Shop Grant of application	L	3,700.00	3,700.00	
Sex Shop Renewal	L	1,200.00	1,200.00	
Sex Shop transfer	L	1,200.00	1,200.00	
Skin Piercing (Premises) Grant	L	280.00	280.00	
Skin Piercing (Personal) Grant/Variation	L	65.00	65.00	
Scrap Metal Dealers				
Collectors Licence (3 years) - application	L	150.00	150.00	
Collectors Licence (3 years) – renewal	L	150.00	150.00	
Major Variation	L	50.00	50.00	
Minor Variation	L	15.00	15.00	
Site Licence (3 years) Grant	L	350.00	350.00	
Additional Sites (per site per year of licence)	L	195.00	195.00	
Site licence (3 years) – renewal	L	270.00	270.00	
Additional sites (per site per year of licence)	L	195.00	195.00	
Minor Variation Site	L	15.00	15.00	
Major Variation Site	L	50.00 + 65.00 per additional site per year	50.00 + 65.00 per additional site per year	

Description	Type**	Existing Charge £	New Charge £	Financial Effect £
**KEY for basis of fee and charges setting, L - Locally Agreed, N - Nationally Agreed				
Caravan Sites				
New Application for a permanent residential site licence;	L			
1-5 pitches	L	200.00	200.00	
6-20 pitches	L	225.00	225.00	
21-50 pitches	L	240.00	240.00	
Greater than 50 pitches	L	260.00	260.00	
Annual Fees associated with administration and monitoring of site licences;				
1-5 pitches	L	No charge	No charge	
6-50 pitches	L	220.00	220.00	
Greater than 50 pitches	L	260.00	260.00	
Cost of Laying Site Rules	L	25.00	25.00	
Cost of Variation/Transfer	L	100.00	100.00	
Caravan Site Fit and Proper Person Assessment	L	100.00	100.00	
Zoo Licensing Act				
New Application (4 years) or renewal (6 years) for a Zoo Licence (excluding the inspection costs of appointed inspector)	L	450.00	450.00	
Animal Welfare				
Breeding of Dogs - Grant of Licence				
1 Year Licence	L	245.00	245.00	
2 Year Licence	L	290.00	290.00	
3 Year Licence	L	335.00	335.00	
Breeding of Dogs - Renewal of Licence				
1 Year Licence	L	215.00	215.00	
2 Year Licence	L	260.00	260.00	
3 Year Licence	L	305.00	305.00	
Pet Vending Commercial - Grant of Licence				
1 Year Licence	L	252.00	252.00	
2 Year Licence	L	297.00	297.00	
3 Year Licence	L	342.00	342.00	
Pet Vending Commercial - Renewal of Licence				
1 Year Licence	L	222.00	222.00	
2 Year Licence	L	267.00	267.00	
3 Year Licence	L	312.00	312.00	
Pet Vending Home - Grant of Licence				
1 Year Licence	L	245.00	245.00	
2 Year Licence	L	290.00	290.00	
3 Year Licence	L	335.00	335.00	
Pet Vending Home - Renewal of Licence				
1 Year Licence	L	215.00	215.00	
2 Year Licence	L	260.00	260.00	
3 Year Licence	L	305.00	305.00	
Keeping or Training Animals for Exhibition - Grant of Licence				
3 Year Licence	L	235.00	235.00	
Keeping or Training Animals for Exhibition - Renewal of Licence				
3 Year Licence	L	215.00	215.00	
Hiring Out of Horses - Grant of Licence				
1 Year Licence	L	265.00	265.00	
2 Year Licence	L	310.00	310.00	
3 Year Licence	L	355.00	355.00	
Hiring Out of Horses - Renewal of Licence				
1 Year Licence	L	235.00	235.00	
2 Year Licence	L	280.00	280.00	
3 Year Licence	L	325.00	325.00	
Boarding of Dogs and Cats Commercial - Grant of Licence				
1 Year Licence	L	305.00	305.00	
2 Year Licence	L	350.00	350.00	
3 Year Licence	L	395.00	395.00	
Boarding of Dogs and Cats Commercial - Renewal of Licence				
1 Year Licence	L	275.00	275.00	
2 Year Licence	L	320.00	320.00	
3 Year Licence	L	365.00	365.00	
Boarding of Dogs and Cats Home - Grant of Licence				
1 Year Licence	L	245.00	245.00	
2 Year Licence	L	290.00	290.00	
3 Year Licence	L	335.00	335.00	

Description	Type**	Existing Charge £	New Charge £	Financial Effect £
**KEY for basis of fee and charges setting, L - Locally Agreed, N - Nationally Agreed				
Boarding of Dogs and Cats Home - Renewal of Licence				
1 Year Licence	L	215.00	215.00	
2 Year Licence	L	260.00	260.00	
3 Year Licence	L	305.00	305.00	
Boarding of Dogs Day Care Up to 7 Dogs - Grant of Licence				
1 Year Licence	L	245.00	245.00	
2 Year Licence	L	290.00	290.00	
3 Year Licence	L	335.00	335.00	
Boarding of Dogs Day Care Up to 7 Dogs - Renewal of Licence				
1 Year Licence	L	215.00	215.00	
2 Year Licence	L	260.00	260.00	
3 Year Licence	L	305.00	305.00	
Boarding of Dogs Day Care 8+ Dogs - Grant of Licence				
1 Year Licence	L	305.00	305.00	
2 Year Licence	L	350.00	350.00	
3 Year Licence	L	395.00	395.00	
Boarding of Dogs Day Care 8+ Dogs - Renewal of Licence				
1 Year Licence	L	275.00	275.00	
2 Year Licence	L	320.00	320.00	
3 Year Licence	L	365.00	365.00	
		130.00 + 10.00	130.00 + 10.00	
		per host +	per host +	
		65.00 per host	65.00 per host	
Dog Boarding Franchise in Darlington - Grant of Licence	L	inspection fee + 45.00 annual enforcement fee per year	inspection fee + 45.00 annual enforcement fee per year	
		100.00 + 10.00	100.00 + 10.00	
		per host +	per host +	
		60.00 per host	60.00 per host	
Dog Boarding Franchise in Darlington - Renewal of Licence	L	inspection fee + 45.00 annual enforcement fee per year	inspection fee + 45.00 annual enforcement fee per year	
Dog Boarding Franchise out of Darlington - Grant of Licence	L	60.00 + 65.00 per host	60.00 + 65.00 per host	
Dog Boarding Franchise out of Darlington - Renewal of Licence	L	55.00 + 60.00 per host	55.00 + 60.00 per host	
Additional Fees				
Cost per additional licensable activity - Grant and Renewal (each)	L	65.00	65.00	
Mandatory mid licence inspection fee - Grant and Renewal (each)	L	30.00	30.00	
Variation of licence where no inspection is required (each)	L	35.00	35.00	
Variation of licence where inspection is required (each)	L	90.00	90.00	
Application for Re-Rating (each)	L	70.00	70.00	
Copy Licence	L	15.00	15.00	
Administration Fee	L	35.00	35.00	
Dangerous Wild Animals (not including vets fee)	L	120.00	120.00	

Description	Type**	Existing Charge £	New Charge £	Financial Effect £
**KEY for basis of fee and charges setting, L - Locally Agreed, N - Nationally Agreed				
Street Trading				
November / December - Full Calendar Month	L	975.00	975.00	
- Week	L	385.00	385.00	
- Day	L	85.00	85.00	
January / October - Full Calendar Month	L	660.00	660.00	
- Week	L	270.00	270.00	
- Day	L	60.00	60.00	
Note- The above to apply to Itinerant traders. For regular all year round traders - fees as follows				
Annual Consent	L	7,000.00	7,000.00	
If Paying Monthly	L	620.00	620.00	
If Paying Weekly	L	170.00	170.00	
Buskers selling CD's – Half Day	L	25.00	25.00	
Full Day	L	45.00	45.00	
Mobile vehicles (moving or lay-by)	L	260.00	260.00	
New Vendor Permits	L	35.00	35.00	
Duplicate licenses	L	15.00	15.00	
Skip Hire Licence				
More than 3 days' notice	L	15.00	15.00	
Less than 3 days' notice	L	30.00	30.00	
Hoarding/Scaffold Licence	L	50.00	50.00	
Administration Charge (per hour or part thereof)	L	35.00	35.00	
Statutory Fees				
Petroleum Licences				
Less than 2,500 litres	L	44.00	44.00	
2,500 – 50,000 litres	L	60.00	60.00	
More than 50,000 litres	L	125.00	125.00	
Transfer/variation	L	8.00	8.00	
Gambling Act				
Statutory Fees- The following gambling fees are set within statutory bands and will be revised as changed nationally.				
Adult Gaming Centres – Annual Fee	N	600.00	600.00	
New Application	N	1,300.00	1,300.00	
Variation	N	1,300.00	1,300.00	
Transfer	N	1,200.00	1,200.00	
Provisional Statement	N	1,300.00	1,300.00	
Licence Reinstatement	N	1,200.00	1,200.00	
Betting Shops - Annual Fee	N	550.00	550.00	
New Application	N	1,300.00	1,300.00	
Variation	N	1,300.00	1,300.00	
Transfer	N	1,200.00	1,200.00	
Provisional Statement	N	1,300.00	1,300.00	
Licence Reinstatement	N	1,300.00	1,300.00	
Bingo Halls - Annual Fee	N	600.00	600.00	
New Application	N	1,300.00	1,300.00	
Variation	N	1,300.00	1,300.00	
Transfer	N	1,200.00	1,200.00	
Provisional Statement	N	1,300.00	1,300.00	
Licence Reinstatement	N	1,200.00	1,200.00	
Family Entertainment Centres – Annual Fee	N	550.00	550.00	
New Application	N	1,300.00	1,300.00	
Variation	N	1,300.00	1,300.00	
Transfer	N	950.00	950.00	
Provisional Statement	N	1,300.00	1,300.00	
Licence Reinstatement	N	950.00	950.00	
Betting (tracks) – Annual Fee	N	550.00	550.00	
New Application	N	1,300.00	1,300.00	
Variation	N	1,300.00	1,300.00	
Transfer	N	950.00	950.00	
Provisional Statement	N	1,300.00	1,300.00	
Licence Reinstatement	N	950.00	950.00	

Description	Type**	Existing Charge £	New Charge £	Financial Effect £
**KEY for basis of fee and charges setting, L - Locally Agreed, N - Nationally Agreed				
<u>Permit Type – The following fees are set by statute and will be revised as changed nationally</u>				
Small Society Lottery Registration	N	40.00	40.00	
Small Society Annual Fee	N	20.00	20.00	
FEC gaming machine – Renewal fee	N	300.00	300.00	
FEC gaming machine – Change of name	N	25.00	25.00	
Prize gaming – Application fee	N	300.00	300.00	
Prize gaming – Renewal fee	N	300.00	300.00	
Prize gaming – Change of name	N	25.00	25.00	
Prize gaming – Copy permit	N	15.00	15.00	
Gaming machines (3 or more) - application Fee	N	100.00	100.00	
Gaming machines (3 or more) - variation Fee	N	100.00	100.00	
Gaming machines (3 or more) - transfer Fee	N	25.00	25.00	
Gaming machines (3 or more) - annual Fee	N	50.00	50.00	
Change of name	N	25.00	25.00	
Copy Permit	N	15.00	15.00	
Notice of intent 2 or less gaming machines available	N	50.00	50.00	
Club Premises cert (S 72f Licencing Act 2003) application fee	N	100.00	100.00	
Club Premises cert (S 72f Licencing Act 2003) renewal fee	N	100.00	100.00	
Other applicants - application fee	N	200.00	200.00	
Other applicants - renewal fee	N	200.00	200.00	
Variation fee	N	100.00	100.00	
Annual fee	N	50.00	50.00	
Copy permit	N	15.00	15.00	
Initial fee	N	40.00	40.00	
Annual fee	N	20.00	20.00	
Temporary use notice	N	500.00	500.00	
Copy/replacement/endorsed copy of notice	N	25.00	25.00	
Licensing Act Fees				
Statutory Fees- The following gambling fees are set within statutory bands and will be revised as changed nationally.				
Premises Licences				
Band A (RV £0 - £4,300) - Initial fee	N	100.00	100.00	
- Annual fee	N	70.00	70.00	
Band B (RV £4,301 - £33,000) - Initial fee	N	190.00	190.00	
- Annual fee	N	180.00	180.00	
Band C (RV £33,001 - £87,000) - Initial fee	N	315.00	315.00	
- Annual fee	N	295.00	295.00	
Band D (RV £87,001 - £125,000) - Initial fee	N	450.00	450.00	
- Annual fee	N	320.00	320.00	
Band E (RV > £125,001) - Initial fee	N	635.00	635.00	
- Annual fee	N	350.00	350.00	
Band D with Multiplier - Initial fee	N	900.00	900.00	
- Annual fee	N	640.00	640.00	
Band E with Multiplier - Initial fee	N	1,905.00	1,905.00	
- Annual fee	N	1,050.00	1,050.00	
Club Premises Certificates				
Band A (RV £0 - £4,300) - Initial fee	N	100.00	100.00	
- Annual fee	N	70.00	70.00	
Band B (RV £4,301 - £33,000) - Initial fee	N	190.00	190.00	
- Annual fee	N	180.00	180.00	
Band C (RV £33,001 - £87,000) - Initial fee	N	315.00	315.00	
- Annual fee	N	295.00	295.00	
Band D (RV £87,001 - £125,000) - Initial fee	N	450.00	450.00	
- Annual fee	N	320.00	320.00	
Band E (RV > £125,001) - Initial fee	N	635.00	635.00	
- Annual fee	N	350.00	350.00	

Description	Type**	Existing Charge £	New Charge £	Financial Effect £
**KEY for basis of fee and charges setting, L - Locally Agreed, N - Nationally Agreed				
Large Scale Events				
5,000 to 9,999 - Initial fee	N	1,000.00	1,000.00	
- Annual fee	N	500.00	500.00	
10,000 to 14,999 - Initial fee	N	2,000.00	2,000.00	
- Annual fee	N	1,000.00	1,000.00	
15,000 to 19,999 - Initial fee	N	4,000.00	4,000.00	
- Annual fee	N	2,000.00	2,000.00	
20,000 to 29,999 - Initial fee	N	8,000.00	8,000.00	
- Annual fee	N	4,000.00	4,000.00	
30,000 to 39,999 - Initial fee	N	16,000.00	16,000.00	
- Annual fee	N	8,000.00	8,000.00	
40,000 to 49,999 - Initial fee	N	24,000.00	24,000.00	
- Annual fee	N	12,000.00	12,000.00	
50,000 to 59,999 - Initial fee	N	32,000.00	32,000.00	
- Annual fee	N	16,000.00	16,000.00	
60,000 to 69,999 - Initial fee	N	40,000.00	40,000.00	
- Annual fee	N	20,000.00	20,000.00	
70,000 to 79,999 - Initial fee	N	48,000.00	48,000.00	
- Annual fee	N	24,000.00	24,000.00	
80,000 to 89,999 - Initial fee	N	56,000.00	56,000.00	
- Annual fee	N	28,000.00	28,000.00	
> 90,000 - Initial fee	N	64,000.00	64,000.00	
- Annual fee	N	32,000.00	32,000.00	
Other Licensing Act 2003 Fees & Charges				
Minor Variations	N	89.00	89.00	
Personal Licence	N	37.00	37.00	
Provisional Statement	N	315.00	315.00	
Temporary Event Notice (TEN)	N	21.00	21.00	
Theft / Loss of Licence / Notice	N	10.50	10.50	
Variation of DPS	N	23.00	23.00	
Transfer of Premises Licence	N	23.00	23.00	
Change of Name / Address	N	10.50	10.50	
Notification of Interest	N	21.00	21.00	
Notification of Alteration of Club Rules	N	10.50	10.50	
Interim Authority Notice	N	23.00	23.00	
Explosives Act/Fireworks Annual Registration	N	52.00	52.00	
				NIL

Description	Type**	Existing Charge £	New Charge £	Financial Effect £
**KEY for basis of fee and charges setting, L - Locally Agreed, N - Nationally Agreed				
HACKNEY CARRIAGES				
Taxi Licencing				
Taxi licensing fees are agreed annually by licensing committee normally in March and will be published separately as part of this process. Existing licence holders will be notified accordingly.				
ENVIRONMENTAL HEALTH				
Pest Treatment Charges – All charges shown exclusive of VAT. Charges will be made plus the appropriate VAT rate				
Insects – per Treatment	L	58.50	58.50	
Rodents in Private Premises	L	8.33	8.33	
Re-rating Food Hygiene Inspections	L	150.00	150.00	
Prosecution Costs				
Hourly Rate for preparation of case reports and carrying out works in default of legal notices	L	47.50	48.00	
Environmental Searches				
Environmental search 1 or 2 report includes environmental information held by the Council on a site (additional charges apply for sites larger than 10,000m2 and distance buffer greater than 250m radius)	L	65.00	65.00	
Additional photocopying for example copies of site investigation reports;				
A4 B&W	L	0.10	0.10	
A3 B&W	L	0.20	0.20	
A4 Colour	L	1.00	1.00	
A3 Colour	L	2.00	2.00	
Scanned Copy	L	Free	Free	
LAPPC and LAIPPC Permits				
Charges are annually set by Defra in March and are subject to change. Current charges as known are;				
LAPPC Charges				
Application Fee;				
Standard process (includes solvent emission activities)	N	1,650.00	1,650.00	
Additional fee for operating without a permit	N	1,188.00	1,188.00	
PVRI, SWOBs and Dry Cleaners	N	155.00	155.00	
PVR I & II combined	N	257.00	257.00	
VRs and other Reduced Fee Activities	N	362.00	362.00	
Reduced fee activities: additional fee for operating without a permit	N	71.00	71.00	
Mobile plant**	N	1,650.00	1,650.00	
for the third to seventh applications	N	985.00	985.00	
for the eighth and subsequent applications	N	498.00	498.00	
Where an application for any of the above is for a combined Part B and waste application add an extra to the above amounts	N	310.00	310.00	
Annual Subsistence Charge;				
Standard process Low*	N	772.00	772.00	
		(+104.00)	(+104.00)	

Description	Type**	Existing Charge £	New Charge £	Financial Effect £
**KEY for basis of fee and charges setting, L - Locally Agreed, N - Nationally Agreed				
Standard process Medium*	N	1,161.00 (+156.00)	1,161.00 (+156.00)	
Standard process High*	N	1,747.00 (+207.00)	1,747.00 (+207.00)	
*the additional amounts must be charged where a permit is for a combined Part B and waste installation				
PVRI, SWOBs and Dry Cleaners Low	N	79.00	79.00	
PVRI, SWOBs and Dry Cleaners Medium	N	158.00	158.00	
PVRI, SWOBs and Dry Cleaners High	N	237.00	237.00	
PVR I & II combined Low	N	113.00	113.00	
PVR I & II combined Medium	N	226.00	226.00	
PVR I & II combined High	N	341.00	341.00	
VRs and other Reduced Fees Low	N	228.00	228.00	
VRs and other Reduced Fees Medium	N	365.00	365.00	
VRs and other Reduced Fees High	N	548.00	548.00	
Mobile plant, for the first and second permits Low**	N	626.00	626.00	
for the third to seventh permits Low	N	385.00	385.00	
eighth and subsequent permits Low	N	198.00	198.00	
Mobile plant, for the first and second permits Medium**	N	1,034.00	1,034.00	
for the third to seventh permits Medium	N	617.00	617.00	
eighth and subsequent permits Medium	N	316.00	316.00	
Mobile plant, for the first and second permits High**	N	1,551.00	1,551.00	
for the third to seventh permits High	N	924.00	924.00	
eighth and subsequent permits High	N	473.00	473.00	
Late payment fee	N	52.00	52.00	
Where a Part B installation is subject to reporting under the E-PRTR Regulation add an extra to the above amounts	N	104.00	104.00	
Transfer and Surrender;				
Standard process transfer	N	169.00	169.00	
Standard process partial transfer	N	497.00	497.00	
New operator at low risk reduced fee activity	N	78.00	78.00	
Surrender: all Part b activities	N	0.00	0.00	
Reduced fee activities: transfer	N	0.00	0.00	
Reduced fee activities: partial transfer	N	47.00	47.00	
Temporary transfer for mobiles;				
First transfer	N	53.00	53.00	
Repeat following enforcement or warning	N	53.00	53.00	
Substantial change;				
Standard process	N	1,050.00	1,050.00	
Standard process where the substantial change results in a new PPC activity	N	1,650.00	1,650.00	
Reduced fee activities	N	102.00	102.00	
**Not using simplified permits				
LAPPC mobile plant charges (not using simplified permits)				
Number of permits 1 to 2;				
Application fee	N	1,650.00	1,650.00	
Subsistence fee Low	N	646.00	646.00	
Subsistence fee Medium	N	1,034.00	1,034.00	
Subsistence fee High	N	1,506.00	1,506.00	
Number of permits 3 to 7;				
Application fee	N	985.00	985.00	
Subsistence fee Low	N	385.00	385.00	
Subsistence fee Medium	N	617.00	617.00	
Subsistence fee High	N	924.00	924.00	
Number of permits 8 and over;				
Application fee	N	498.00	498.00	
Subsistence fee Low	N	198.00	198.00	
Subsistence fee Medium	N	316.00	316.00	
Subsistence fee High	N	473.00	473.00	

Description	Type**	Existing Charge £	New Charge £	Financial Effect £
**KEY for basis of fee and charges setting, L - Locally Agreed, N - Nationally Agreed				
LA-IPPC charges				
Every subsistence charge below includes the additional £104 charge to cover LA extra costs in dealing with reporting under the E-PRTR Regulation				
Application	N	3,363.00	3,363.00	
Additional fee for operating without a permit	N	1,188.00	1,188.00	
Annual Subsistence Low	N	1,447.00	1,447.00	
Annual Subsistence Medium	N	1,611.00	1,611.00	
Annual Subsistence High	N	2,334.00	2,334.00	
Late Payment Fee	N	52.00	52.00	
Variation	N	1,368.00	1,368.00	
Transfer	N	235.00	235.00	
Partial Transfer	N	698.00	698.00	
Surrender	N	698.00	698.00	
Subsistence charges can be paid in four equal quarterly instalments paid on 1st April, 1st July, 1st October and 1st January. Where paid quarterly the total amount payable to the local authority will be increased by £38.00				
Newspaper adverts may be required under EPR at the discretion of the LA as part of the consultation process when considering an application. This will be undertaken and paid for by the LA and the charging scheme contains a provision for the LA to recoup its costs				
				NIL
TRADING STANDARDS				
Please note that VAT may be added to some charges. Check with the service before the work is agreed.				
Prosecution Costs				
Hourly rate for Preparation of Case Reports	L	47.50	48.00	
Measures				
Linear measures not exceeding 3m each scale	L	15.00	15.00	
Not exceeding 15kg	L	40.50	40.50	
Exceeding 15kg but not exceeding 100kg	L	70.50	70.50	
Exceeding 100kg but not exceeding 250kg	L	84.50	84.50	
Exceeding 250kg but not exceeding 1 tonne	L	147.00	147.00	
Exceeding 1 tonne but not exceeding 10 tonnes	L	235.50	235.50	
Exceeding 10 tonnes but not exceeding 30 tonnes	L	494.00	494.00	
Exceeding 30 tonnes but not exceeding 60 tonnes	L	734.00	734.00	
Charge to cover any additional costs involved in testing incorporating remote display or printing facilities based on the above fee plus a charge per hour (minimum charge of 2 hours)	L	65.00 per hour	65.00 per hour	
Measuring Instruments for Intoxicating Liquor				
Not exceeding 150ml	L	23.50	23.50	
Other	L	27.00	27.00	

Description	Type**	Existing Charge £	New Charge £	Financial Effect £
**KEY for basis of fee and charges setting, L - Locally Agreed, N - Nationally Agreed				
Measuring Instruments for Liquid Fuels and Lubricants				
Container Type (un-subdivided)				
Multi-grade (with price computing device):				
Single Outlets	L	102.00	102.00	
Solely Price Adjustment	L	139.50	139.50	
Otherwise	L	255.00	255.00	
Other Types – Single Outlets				
Solely Price Adjustment	L	112.00	112.00	
Otherwise	L	152.00	152.00	
Other Types – Multi Outlets:				
1 Meter Tested	L	162.50	162.50	
2 Meters Tested	L	267.00	267.00	
3 Meters Tested	L	365.00	365.00	
4 Meters Tested	L	465.00	465.00	
5 Meters Tested	L	562.00	562.00	
6 Meters Tested	L	660.00	660.00	
7 Meters Tested	L	746.00	746.00	
8 Meters Tested	L	861.00	861.00	
Charge to cover any additional costs involved in testing ancillary equipment such as payment acceptors based on the above fee plus a charge per hour (minimum of 2 hours)	L	65.00 per hour	65.00 per hour	
Special Weighing and Measuring Equipment				
For all specialist work undertaken by the service which is not included above a charge per hour on site (minimum charge of 2 hours) plus cost of provision of testing equipment applies	L	65.00 per hour	65.00 per hour	
Discounts				
Fees from Measures to Certification Calibration will be discounted as follows :-				
a) Where more than a single item is submitted on one occasion the second and subsequent fees will be reduced by 20%				
b) Where tests are undertaken using appropriately certified weights and equipment not supplied by the Borough Council the fees will be reduced by 20%				
c) Special rates can be negotiated for multiple submissions or where assistance with equipment or labour is provided				
NB – Where different fees are involved the highest fee will be charged in full and any discounts calculated from the remaining lesser fees				
Licensing – VAT not applicable				
Explosives and Fireworks Licences (Statutory Fee)				
Licence for the storage of explosives	N	**See Note	**See Note	
Licence for the sale of fireworks all year round	N	**See Note	**See Note	
**These are statutory rates that are set centrally in April				
Other				
Export Certificate (exclusive of VAT)	L	N/a	75.00	
If visit required prior to issuing certificate - charged at our normal standard rate per hour or part thereof	L	N/a	48.00	
				Minimal

Description	Type**	Existing Charge £	New Charge £	Financial Effect £
**KEY for basis of fee and charges setting, L - Locally Agreed, N - Nationally Agreed				
PARKING – all off-street charges are inclusive of VAT at 20%				
The below pricing reflects the parking offers funded by the Tees Valley Combined Authority (TVCA) Pricing subject to change following end of the TVCA funding from January 2022				
Off Street Car Parks - Town Centre within Inner Ring Road included in the Parking Offer				
Car Parks - Abbots Yard, Commercial Street East & West, Winston Street North & South, Town Hall & Feethams MSCP				
Monday to Sunday 8am to 6pm (including bank holidays)				
First 2 hours	L	Free	Free	
Each subsequent hour	L	1.00	1.00	
Car Parks - East Street				
Monday to Saturday 8am to 6pm (including bank holidays)				
First 2 hours	L	Free	Free	
Per day	L	2.00	2.00	
Sunday 8am to 6pm				
First 2 hours	L	Free	Free	
Per day	L	1.00	1.00	
Off Street Car Parks - Town Centre outside Inner Ring Road excluded from the Parking Offer				
Car Parks - Archer Street, Kendrew Street East & West, Park Place East & West				
Monday to Saturday 8am to 6pm (including bank holidays)				
Per hour (up to 3 hours)	L	1.00	1.00	
Per day	L	4.00	4.00	
Per week	L	16.00	16.00	
Sunday 8am to 6pm				
Per day	L	1.00	1.00	
Car Parks - Garden Street, Hird Street, St Hilda's Tannery Yard Parkgate				
Monday to Saturday 8am to 6pm (including bank holidays)				
First 2 hours	L	Free	Free	
3 hours	L	1.00	1.00	
Per day	L	4.00	4.00	
Car Parks - Chestnut Street				
Monday to Saturday 8am to 6pm (including bank holidays)				
Cars per day	L	2.00	2.00	
Cars per week	L	8.00	8.00	
HGV and coaches per day	L	Free	Free	
HGV and coaches per night (6pm to 8am)	L	4.00	4.00	
Sunday 8am to 6pm				
Cars per day	L	1.00	1.00	
HGV and coaches per day	L	Free	Free	
Car Parks - Park Lane (Station)				
Monday to Saturday 8am to 6pm (including bank holidays)				
Per day	L	5.00	5.00	
Sunday 8am to 6pm				
Per day	L	1.00	1.00	

Description	Type**	Existing Charge £	New Charge £	Financial Effect £
**KEY for basis of fee and charges setting, L - Locally Agreed, N - Nationally Agreed				
Areas included in the Parking Offer				
East Row Horsemarket, Barnard Street, Back Street, Beaumont Street, Duke Street, South Arden Street, Winston Street, East Raby Street, Larchfield Street, Napier Street, Powlett Street, Primrose Street, Raby Street, West Powlett Street (Max stay of 2 hours)				
Monday to Sunday 8am to 6pm (including bank holidays) First 2 hours	L	Free	Free	
Grange Road, Town Centre, Northumberland Street (Max stay of 3 hours)				
Monday to Sunday 8am to 6pm (including bank holidays) First 2 hours	L	Free	Free	
Subsequent 1/2 hour	L	0.50	0.50	
Areas excluded from the Parking Offer				
Gladstone Street, Kendrew Street, North Lodge Terrace, Victoria Road, Hargreave Terrace, Park Place, Swan Street, Victoria Embankment (Max stay of 2 hours)				
Monday to Sunday 8am to 6pm (including bank holidays) Per 30 minutes	L	0.50	0.50	
Car Parks – Contract Parking – all charges are inclusive of VAT at 20%				
Parking locations as determined by the Director of Economic Growth and Neighbourhood Services.				
Per year one space	L	950.00	950.00	
Per year two spaces	L	900.00	900.00	
Per year three spaces	L	860.00	860.00	
Per year four spaces	L	830.00	830.00	
Per year five to nine spaces	L	800.00	800.00	
Per year ten or more spaces	L	700.00	700.00	
Four Riggs				
Per calendar month	L	64.00	64.00	
Winston Street West				
Per space per year	L	1,100.00	1,100.00	
Car Parks – Staff & Members per year	L	173.04	173.04	
Residents Parking Permits				
3 month temporary permit	L	12.00	12.00	
6 month permit	L	24.00	24.00	
12 month permit	L	40.00	40.00	
Tradesmen Parking Permits				
Daily Waiver	L	5.00	5.00	
3 month permit	L	50.00	50.00	
6 month permit	L	90.00	90.00	
12 month permit	L	150.00	150.00	
				NIL

Description	Type**	Existing Charge £	New Charge £	Financial Effect £
**KEY for basis of fee and charges setting, L - Locally Agreed, N - Nationally Agreed				
BUILDING CONTROL				
Items inclusive of VAT at 20%				
Letter confirming exemption	L	Free	Free	
Letter confirming enforcement action will not be taken	L	Free	Free	
Decision/Approval Notice (Building Control)				
Responding to request for historical information from electronic databases (email response)	L	Free	Free	
Responding to request for historical information from electronic databases (letter response)	L	1.00	1.00	
Responding to request for historical information from manually recorded data (email response)	L	Free	Free	
Personal searches (email response)	L	Free	Free	
The Building (Local Authority Charges) Regulations 2010 Plus VAT at 20%				
Work charged on individual job basis	L	As agreed with client	As agreed with client	
				NIL

Description	Type**	Existing Charge £	New Charge £	Financial Effect £
**KEY for basis of fee and charges setting, L - Locally Agreed, N - Nationally Agreed				
DOLPHIN CENTRE				
Pricing based on the introduction of a leisure card.				
Swimming				
Adult swim				
Card holder	L	4.05	4.10	
Non card holder	L	4.70	4.75	
Concession	L	3.10	3.15	
Junior Swim	L	2.65	2.75	
Concession	L	2.00	2.10	
Family swim junior rate discount (up to 4 children accompanying 1 adult)				
Per card holder	L	1.90	1.95	
Per non card holder	L	2.30	2.35	
Under 12 months	L	Free	Free	
Lessons	L	46.50	47.50	
Fitness Areas				
The Gym				
Card holder	L	4.90	5.00	
Non card holder	L	5.35	5.45	
Concession	L	3.70	3.70	
Junior Gym	L	4.00	4.00	
Concession	L	3.05	3.10	
Health & Fitness Classes				
Health & Fitness Classes				
Card holder	L	4.25	4.35	
Non card holder	L	4.90	5.00	
Concession	L	3.20	3.30	
Half Main Hall				
Adult				
Card holder	L	43.50	43.50	
Non card holder	L	50.00	50.00	
Junior (1 hour courts only)	L	30.00	30.00	
Weekday lunchtime				
Card holder	L	32.00	32.00	
Non card holder	L	44.00	44.00	
Badminton				
Adult				
Card holder	L	8.55	8.65	
Non card holder	L	9.80	9.90	
Concession	L	6.40	6.50	
Junior (1 hour courts only)	L	4.70	4.80	
Concession (1 hour courts only)	L	3.55	3.65	
Equipment Hire				
Footballs	L	Free	Free	
Footballs – Deposit (FOC for card holders)	L	5.00	5.00	
Badminton	L	2.00	2.00	
Badminton – Deposit (FOC for card holders)	L	5.00	5.00	
Squash Racquets	L	2.00	2.00	
Squash Racquets – Deposit (FOC for card holders)	L	5.00	5.00	
Table Tennis Bats	L	1.40	1.40	
Table Tennis Bats – Deposit (FOC for card holders)	L	5.00	5.00	
Pram Lock	L	Free	Free	
Pram Lock – Deposit (FOC for card holders)	L	5.00	5.00	

Description	Type**	Existing Charge £	New Charge £	Financial Effect £
**KEY for basis of fee and charges setting, L - Locally Agreed, N - Nationally Agreed				
Children's Activities				
Crèche	L	3.75	3.75	
Soft play admissions	L	4.75	4.75	
Sensory Room	L	4.75	4.75	
Parent/toddler (Soft play)	L	4.75	4.75	
Other Activities				
Showers				
Card holders	L	1.75	2.00	
Non card holders	L	2.25	2.35	
Fit 4 Life Packages				
12 month Full Membership	L	299.40	299.40	
12 month Seniors	L	228.00	228.00	
12 month Student	L	180.00	180.00	
6 Month Full	L	195.00	195.00	
12 Month Upfront	L	275.00	275.00	
Swimming Pools				
Main Pool - per hour	L	97.00	100.00	
Diving Pool - per hour	L	55.00	57.00	
Teaching Pool - per hour	L	55.00	57.00	
Gala - per hour				
Swimming Galas - whole complex				
Normal opening hours - per hour	L	308.00	320.00	
Outside normal opening hours - per hour	L	163.00	168.00	
Swimming Galas - Schools, Junior Clubs and Organisations				
Main Pool - Peak	L	217.00	224.00	
Main Pool - Off Peak	L	153.00	158.00	
Main Pool and Teaching Pool - Peak	L	181.00	187.00	
Main Pool and Teaching Pool - Off Peak	L	187.00	193.00	
Electronic Timing	L	91.00	94.00	
Ten Pin Bowling				
Adult Standard - 1 game				
Adult Standard - 1 game	L	7.00	7.00	
Juniors (under 16) - 1 game				
Juniors (under 16) - 1 game	L	5.95	5.95	
Students & Seniors - Off Peak - 1 game				
Students & Seniors - Off Peak - 1 game	L	5.95	5.95	
Family Package - Peak - 1 game				
Family Package - Peak - 1 game	L	23.00	23.00	
Family Package - Off Peak - 1 game				
Family Package - Off Peak - 1 game	L	21.00	21.00	
Adult, Students, Seniors - Peak - 2 game				
Adult, Students, Seniors - Peak - 2 game	L	14.00	14.00	
Adult, Student, Seniors - Off Peak - 2 game				
Adult, Student, Seniors - Off Peak - 2 game	L	10.50	10.50	
Juniors (under 16) - Peak - 2 game				
Juniors (under 16) - Peak - 2 game	L	11.90	11.90	
Juniors (under 16) - Off Peak - 2 game				
Juniors (under 16) - Off Peak - 2 game	L	10.50	10.50	
Disabled and carer - Off Peak - 1 game (per person)				
Disabled and carer - Off Peak - 1 game (per person)	L	4.95	4.95	
Disabled and carer - Off Peak - 2 game (per person)				
Disabled and carer - Off Peak - 2 game (per person)	L	9.90	9.90	
Dry Sports Hall				
Main Sports Hall - per hour				
Main Sports Hall - per hour	L	102.00	105.00	
Special Events - per hour Weekends				
Special Events - per hour Weekends	L	335.00	345.00	
Preparation - per hour Weekends				
Preparation - per hour Weekends	L	175.00	180.00	
Special Events - Schools - per hour off peak				
Special Events - Schools - per hour off peak	L	47.00	49.00	
Meeting Room				
Meeting Room	L	34.50	36.00	
Seminar Room/Stephenson Suite				
Seminar Room/Stephenson Suite	L	34.50	36.00	
Central Hall				
All Events (except commercial, exhibitions and local societies)				
All Events (except commercial, exhibitions and local societies)	L	106.00	110.00	
Exhibitions - commercial - per hour				
Exhibitions - commercial - per hour	L	139.00	143.00	
Local Societies event - per hour				
Local Societies event - per hour	L	73.00	76.00	
				15,000
PARKS				
Football - Hire of Hundens Park Pitch Seniors' Match				
Football - Hire of Hundens Park Pitch Seniors' Match	L	25.00	25.00	
Juniors Match				
Juniors Match	L	15.00	15.00	
				NIL

Description	Type**	Existing Charge £	New Charge £	Financial Effect £
**KEY for basis of fee and charges setting, L - Locally Agreed, N - Nationally Agreed				
EASTBOURNE SPORTS COMPLEX				
3G Pitch				
Non Charter Standard Pay and Play (Exclusive of VAT)				
1/2 3G Pitch - Adult (1 hour)	L	46.00	46.00	
1/2 3G Pitch - Junior (1 hour)	L	35.00	35.00	
Full 3G pitch per hour – Adult	L	77.00	77.00	
Full 3G pitch per hour – Junior	L	50.00	50.00	
Charter Standard and Partner Clubs (Exclusive of VAT)				
1/2 3G Pitch (1 hour)	L	25.00	25.00	
Full 3G pitch per hour	L	50.00	50.00	
Off Peak Summer Prices (May to August) Charter Standard and Partner Clubs Only				
1/2 3G Pitch (1 hour)	L	25.00	25.00	
Full 3G pitch per hour	L	50.00	50.00	
Grass Pitch				
Adult per match	L	25.00	25.00	
Junior per match	L	15.00	15.00	
Athletics Track				
Non club rate				
Adult	L	3.80	4.00	
Junior	L	3.40	3.60	
Full track per hour	L	34.00	35.00	
Club rate				
Adult	L	3.00	3.00	
Junior	L	3.00	3.00	
Hard Court				
1 Court (1 hour)	L	10.00	10.00	
Full Area (4 courts - 1 hour)	L	30.00	30.00	
Other				
Shower	L	2.00	2.00	
Function room and pavilion hire per hour	L	21.00	21.00	
Multi Purpose Studio per hour	L	15.00	15.00	
				Minimal

Description	Type**	Existing Charge £	New Charge £	Financial Effect £
**KEY for basis of fee and charges setting, L - Locally Agreed, N - Nationally Agreed				
HIPPODROME & HULLABALOO				
Hire & Conferencing (all pricing exclusive of VAT)				
John Wade Group Lounge - max capacity 40 (theatre style) - per hour	L	35.00	36.75	
John Wade Group Lounge - max capacity 40 (theatre style) - day hire**	L	210.00	220.50	
Living Water Tower Room - max capacity 18 - per hour	L	30.00	31.50	
Living Water Tower Room - max capacity 18 - day hire**	L	180.00	189.00	
Hippo Lounge - max capacity 70 - per hour	L	42.00	44.00	
Hippo Lounge - max capacity 70 - day hire**	L	252.00	264.50	
Hippo Education Space - max capacity 40 (workshop of approx. 25) - per hour	L	35.00	36.75	
Hippo Education Space - max capacity 40 (workshop of approx. 25) - day hire**	L	210.00	220.50	
Hullabaloo Rehearsal Space - max capacity 35 - per hour	L	35.00	36.75	
Hullabaloo Rehearsal Space - max capacity 35 - day hire**	L	210.00	220.50	
Hullabaloo Café - max capacity 70 - per hour	L	42.00	44.00	
Hullabaloo Café - max capacity 70 - day hire**	L	252.00	264.50	
Hippodrome Theatre Hire - max capacity 1,000 - w/end full day	L	1,900.00	1,995.00	
Hippodrome Theatre Hire - max capacity 1,000 - w/end half day	L	950.00	997.50	
Hippodrome Theatre Hire - max capacity 1,000 - w/day full day	L	1,750.00	1,837.50	
Hippodrome Theatre Hire - max capacity 1,000 - w/day half day	L	875.00	918.75	
Hullabaloo Theatre Hire - max capacity 150 - per hour	L	62.00	65.00	
Hullabaloo Theatre Hire - max capacity 150 - day hire**	L	450.00	472.50	
**day hire - 9am to 6pm				
Community Rate may be applicable for charities, NHS, children's groups and local artists if qualifying criteria met. This equates to 30% reduction on the above charges.				
				1,000

Description	Type**	Existing Charge £	New Charge £	Financial Effect £
**KEY for basis of fee and charges setting, L - Locally Agreed, N - Nationally Agreed				
HEAD OF STEAM				
Admission				
Adult	L	4.95	4.95	
Concession	L	3.75	3.75	
Children (6-16 years old)	L	3.00	3.00	
Children (under 6)	L	No charge	No charge	
Single annual pass	L	10.00	10.00	
Family day pass (2 adults & 4 children)	L	10.00	10.00	
Family annual pass (2 adults & 4 children)	L	15.00	15.00	
School Visit	L	No charge	No charge	
Research				
Research	L	£30.00 (min 1 hour & max 3 hours)	£30.00 (min 1 hour & max 3 hours)	
Research by Curator	L	£30.00 (min 1 hour & max 3 hours)	£30.00 (min 1 hour & max 3 hours)	
Short research (up to 10 mins)	L	Free except for £5.00 minimum handling fee for scans, photocopies and postage	Free except for £5.00 minimum handling fee for scans, photocopies and postage	
Photocopying				
A4 (B&W)	L	0.20	0.20	
A3 (B&W)	L	0.40	0.40	
A4 (B&W)	L	0.50	0.50	
A3 (Colour)	L	1.00	1.00	
A0 plan copies (B&W)	L	6.50	6.50	
Digital Copies (personal) per image				
Scan of document (max A3)	L	Free except for £5.00 minimum handling fee for scans	Free except for £5.00 minimum handling fee for scans	
Scan of photograph (max A3)	L	6.50	6.50	
Day photo pass	L	10.00	10.00	

Description	Type**	Existing Charge £	New Charge £	Financial Effect £
**KEY for basis of fee and charges setting, L - Locally Agreed, N - Nationally Agreed				
Digital Copies (commercial) per image				
Small local charitable, educational including websites	L	6.50	6.50	
Local commercial including websites	L	15.00	15.00	
Books, specialist magazines, journals & newspapers including websites	L	30.00	30.00	
Regional TV/Video/Film/DVD	L	50.00	50.00	
National/international TV/Video/Film/DVD	L	100.00	100.00	
Discount for 10 images or more	L	0.10	0.10	
Postage and Packing				
Up to A4 (in UK only)	L	Free except for 5.00 minimum handling fee	Free except for 5.00 minimum handling fee	
'Package' size and/or outside UK delivery	L	Dependant on size and weight	Dependant on size and weight	
Filming Fees				
Student Production (during opening hours)	L	Free but donation welcome	Free but donation welcome	
Small Productions (per day)	L	350.00	350.00	
Large Productions (per day)	L	700.00	700.00	
Conference Facilities				
During opening hours (per hour)	L	25.00	25.00	
Outside opening hours (per hour)	L	32.50	32.50	
Use by Museum partners (during opening hours)	L	Free	Free	
Hire of Museum Field				
Educational Use	L	No charge	No charge	
Corporate Events	L	Negotiated on an individual basis	Negotiated on an individual basis	
				NIL
REFUSE COLLECTION AND DISPOSAL				
Refuse sacks (per 25) (Exclusive of VAT)	L	104.35	107.50	
Garden Waste Sacks (Non VATable) (for collection of 10 bags)	L	11.25	11.60	
Bulky Household Collection up to 6 items	L	18.80	19.40	
Garden Waste Service	L	36.00	37.00	
Cost of replacement (inclusive of 20% VAT)				
360L Wheeled Bin	L	53.35	54.95	
240L Wheeled Bin	L	21.00	21.65	
Caddie	L	5.40	5.55	
Glass Box	L	3.45	3.55	
55L Box	L	17.70	18.25	
Lid for recycling box	L	1.45	1.50	
Lid for 240L bin	L	5.25	5.40	
				9,000

Description	Type**	Existing Charge £	New Charge £	Financial Effect £
**KEY for basis of fee and charges setting, L - Locally Agreed, N - Nationally Agreed				
CEMETERIES				
Burial fees without exclusive right of burial (these fees will be tripled where the deceased is a non-resident of Darlington at time of death)				
Individual foetal remains	N	No Charge	No Charge	
Stillborn or child not exceeding 12 months	N	No Charge	No Charge	
Person over 12 months up to 18 years	N	No Charge	No Charge	
Person over 18 years	L	930.00	960.00	
Burial fees with exclusive right of burial (these fees will be doubled where the deceased is a non-resident of Darlington at time of death)				
Individual foetal remains	N	No Charge	No Charge	
Child not exceeding 12 months	N	No Charge	No Charge	
Person over 12 months up to 18 years	N	No Charge	No Charge	
Person over 18 years	L	930.00	960.00	
Cremated remains	L	200.00	210.00	
Exclusive rights of burial (these fees will be doubled if the purchaser is a non-resident of Darlington if not purchased at time of first interment).				
Exclusive burial rights (50 years)	L	950.00	980.00	
Exclusive burial rights for a bricked grave	L	1,900.00	1,960.00	
Other charges				
Scattering of cremated remains	L	45.00	50.00	
Indemnity form (to produce duplicate grant)	L	45.00	50.00	
Use of Cemetery Chapel	L	100.00	100.00	
After post mortem remains	L	200.00	210.00	
Exhumation of a body (excl. re-interment)	L	2,000.00	2,100.00	
Exhumation of cremated remains (excl. re-interment)	L	500.00	525.00	
Grave Maintenance (inclusive of 20% VAT)				
Initial payment	L	50.00	50.00	
Annual Maintenance	L	37.00	37.00	
Memorials (fees will be doubled where the deceased to whom the memorial/inscription refers was non-resident of Darlington at time of death)				
Memorial rights including first inscription (30 years)	L	220.00	220.00	
Provision of kerbs – traditional sites only)	L	100.00	100.00	
Vases not exceeding 300mm	L	80.00	80.00	
Additional inscription	L	80.00	80.00	
Total financial effect for Cemeteries				8,000

Description	Type**	Existing Charge £	New Charge £	Financial Effect £
**KEY for basis of fee and charges setting, L - Locally Agreed, N - Nationally Agreed				
CREMATORIUM				
Crematorium fees (inclusive of certificate of cremation, use of organ and scattering of remains in Gardens of Remembrance at an unreserved time)				
Individual foetal remains	N	No charge	No charge	
Hospital arrangement – foetal remains	L	200.00	210.00	
Stillborn or child not exceeding 12 months	N	No charge	No charge	
Person over 12 months up to 18 years	N	No charge	No charge	
Person over 18 years	L	850.00	875.00	
Direct Cremation	L	625.00	675.00	
After post mortem remains	L	200.00	210.00	
Other charges				
Medical Referee Fee	N	22.00	22.00	
Environmental Surcharge	L	58.00	58.00	
Postal Carton	L	20.00	20.00	
Metal Urn	L	40.00	40.00	
Wooden Casket	L	50.00	50.00	
Baby Urn	L	10.00	10.00	
Crematorium Chapel	L	100.00	100.00	
Scattering of remains at reserved time	L	45.00	50.00	
Webcasts (inclusive of 20% VAT)				
Live Webcast	L	48.00	48.00	
Live Webcast and watch again	L	54.00	54.00	
Keepsake (DVD, Blu-ray, USB or audio CD)	L	60.00	60.00	
Extra copies of Keepsake	L	30.00	30.00	
Book of Remembrance (inclusive of 20% VAT)				
Single Entry (2 lines)	L	70.00	70.00	
Double Entry (3 or 4 lines)	L	110.00	110.00	
Additional lines	L	25.00	25.00	
Crest or floral emblem	L	115.00	115.00	
Memorial Cards (inclusive of 20% VAT)				
Single entry card (2 lines)	L	25.00	25.00	
Double entry card (3 or 4 lines)	L	30.00	30.00	
Additional lines	L	5.00	5.00	
Crest of floral emblem	L	70.00	70.00	
Personal photographs – set up	L	50.00	50.00	
Additional photographs – after set up	L	10.00	10.00	
Memorial Books (inclusive of 20% VAT)				
Single entry book (2 lines)	L	80.00	80.00	
Double entry card (3 or 4 lines)	L	85.00	85.00	
Additional lines	L	5.00	5.00	
Crest of floral emblem	L	70.00	70.00	
Personal photographs – set up	L	50.00	50.00	
Additional photographs – after set up	L	10.00	10.00	
Triptych (inclusive of 20% VAT)				
Single entry card (2 lines)	L	67.00	67.00	
Double entry (3 or 4 lines)	L	72.00	72.00	
Additional lines	L	5.00	5.00	
Crest or floral emblem	L	70.00	70.00	
Personal Photographs – set up	L	50.00	50.00	
Additional Photographs – after set up	L	10.00	10.00	
Other Memorial Schemes				
Replacement kerb vase plaque	L	300.00	300.00	
Replacement flower holder	L	5.00	5.00	
Wall plaques	L	245.00	245.00	
Planter plaques	L	365.00	365.00	
Lease of space for memorial plaques (per annum)	L	25.00	25.00	
Total financial effect for Crematorium				39,000

Description	Type**	Existing Charge £	New Charge £	Financial Effect £
**KEY for basis of fee and charges setting, L - Locally Agreed, N - Nationally Agreed				
ALLOTMENTS & STABLES				
Rent per year	L	180.20	185.60	
				Minimal
HIGHWAYS				
Private apparatus in the Highway (Section 50 Licence, new installations)	L	550.00	550.00	
Private Road Openings (repair existing)	L	225.00	225.00	
Vehicle Crossings – estimate fee (taken as part of payment if go ahead with the works)	L	25.00	25.00	
Vehicle Crossings (plus actual construction costs)	L	100.00	100.00	
Vehicle Crossings if planning permission required on a classified road (plus actual construction costs)	L	150.00	150.00	
Temporary Traffic Regulation Notices (road closures etc)	L	130.00	175.00	
Temporary Traffic Regulation Orders (road closures etc) (plus advertising)	L	275.00	288.00	
Emergency Traffic Regulation Orders	L	130.00	136.00	
Application to Secretary of State for TTRO extension (plus advertising)	L	N/a	100.00	
Personal Search - Highways (by email) per question	L	N/a	6.00	
Street Naming Royal Mail Income (per address, Nationally agreed price LGIH)	L	1.00	1.00	
Street Naming & Numbering of Properties:				
- Per road name (developer suggests)	L	165.00	165.00	
- Per road name (council names)	L	200.00	200.00	
- Per plot	L	15.00	15.00	
Street Naming & Numbering of Properties:				
- Per plot or renaming of a property	L	35.00	35.00	
Rechargeable Works	L	Actual cost + 10%	Actual cost + 10%	
Temporary Traffic Light Applications	L	No Charge	No Charge	
Section 50 Licence associated bond costs	L	Individually priced based on requirements	Individually priced based on requirements	
Access protection markings	L	No charge	No charge	
Tourist Sign (plus actual cost of sign)	L	£75.00 + VAT	£75.00 + VAT	
Accident Data Requests	L	£75.00 + VAT	£75.00 + VAT	
Traffic Count Data	L	75.00	75.00	
Street Lighting Design Service	L	Individually priced based on charge out rate	Individually priced based on charge out rate	
Oversailing Licence	L	No charge	No charge	
Banner Licence	L	No charge	No charge	
Placing Goods on the Highway	L	155.00	155.00	
Deposits upon the Highway	L	No charge	No charge	
Temporary Development Signs – Admin Fee	L	200.00	200.00	
Temporary Development Signs – DBC undertake work on behalf of developer	L	Actual costs	Actual costs	
Switch off / on traffic signal / pelican crossings – per visit	L	150.00	150.00	
Unauthorised marks or affixing of signs to street furniture	L	No charge	No charge	

Description	Type**	Existing Charge £	New Charge £	Financial Effect £
**KEY for basis of fee and charges setting, L - Locally Agreed, N - Nationally Agreed				
Section 278 Highway works agreement	N	6% of works + legal if delivered by developer	6% of works + legal if delivered by developer	
Section 116 Stopping Up of the Highway	N	Actual Costs	Actual Costs	
Section 38 Road Adoption agreement	N	6% of works + legal if delivered by developer	6% of works + legal if delivered by developer	
NRSWA Defect Charges	N	Nationally set scale of charges	Nationally set scale of charges	
NRSWA Road Opening Inspection Charges (sample)	N	Nationally set scale of charges	Nationally set scale of charges	
Section 74 – charges for overstays	N	Nationally set scale of charges	Nationally set scale of charges	
				Minimal
PUBLIC RIGHTS OF WAY				
Public Path Orders (HA 80 S 118 and 119, TCPA 90 s247, 257) Actual cost based on charge out rate plus advertising and legal costs				
PROW Temporary Closures – as Highways fees and charges				
Landowner Rights of Way Statement and Declaration s31.6				
One parcel of land, includes 2 notices	L	250.00	250.00	
Additional parcel	L	50.00	50.00	
Additional notice	L	50.00	50.00	
Authorisation for installing a new gate or stile (HA 80 s147)	L	100.00	100.00	
Path Orders under Deregulation Act Actual cost based on charge out rate plus advertising and legal costs, to include but not restricted to pre-application advice, processing the application, resolving objections, making the order, confirmation of the order, and any subsequent Public Inquiry or Hearing				
				NIL
SUSTAINABLE TRANSPORT				
Charges for Concessionary Travel (ENCTS);				
Replacement pass for lost/stolen without a CRN	L	10.00	10.00	
Learn to Ride per session (child)	L	3.00	3.00	
Production, placement and retrieval of notices when bus stops are temporarily per bus stop	L	60.00	60.00	
Production and placement of bus timetable information when bus services have to be re-registered due to road closures – up to 6 timetables	L	84.00	84.00	
				NIL
TRANSPORT SERVICES				
Charges for Taxi Licensing;				
Taxi Vehicle Test	L	50.00	50.00	
Taxi Vehicle Test and MOT	L	60.00	60.00	
Failure to attend (less than 48 hours' notice)	L	50.00	50.00	
Re-test	L	25.00	25.00	
Re-test including emissions	L	35.00	35.00	
Re-test emissions only	L	10.00	10.00	
Charges for General Public;				
MOT for Motorbike Class I & II	L	25.00	25.00	
MOT for Standard Car Class IV	L	35.00	35.00	
MOT for Class V Vehicles	L	40.00	40.00	
MOT for Class VII Vehicles	L	40.00	40.00	
				NIL

Description	Type**	Existing Charge £	New Charge £	Financial Effect £
**KEY for basis of fee and charges setting, L - Locally Agreed, N - Nationally Agreed				
PRIVATE SECTOR HOUSING				
Works in default & statutory activities per hour	L	47.00	48.00	
Housing inspections & consultancy per hour (inclusive of VAT)	L	56.00	57.60	
Charge for the service relevant Housing Act 2004 legal notice	L	421.00	432.00	
Securing empty homes (addition of VAT by agreement)	L	280.00	288.00	
Houses in Multiple Occupation Activities;				
HMO licence fee per letting/let/tenancy	L	187.00	187.00	
Other relevant HMO activities per hour	L	47.00	47.00	
Variation of HMO licence	L	Free	Free	
Housing Immigration Inspections;				
Within 10 working days (including VAT)	L	141.00	144.00	
Fast Track within 5 working days (including VAT)	L	188.00	192.00	
General Enforcement Activities:				
Hourly rate for preparation of case reports/prosecutions	L	47.00	48.00	
Additional copies of legal notices via post	L	10.00	10.00	
Additional copies of legal notices - Scanned copy by Email	L	Free	Free	
Smoke and Carbon Monoxide Alarms (England) Regulation 2015;				
Fines for failing to provide a working smoke or carbon monoxide alarm. Offence by the same individual or organisation;				
First	N	500.00	500.00	
Second	N	1,000.00	1,000.00	
Third	N	2,000.00	2,000.00	
Fourth	N	3,000.00	3,000.00	
Fifth or more	N	5,000.00	5,000.00	
The Redress Schemes for Letting Agency Work and Property Management Work (England) Order 2014;				
Fines for failing to join an approved letting and management redress scheme;				
Businesses that have been served with a notice of intent and failed to join an approved scheme	N	5,000.00	5,000.00	
Businesses that have joined an approved scheme following the service of the notice of intent	N	4,000.00	4,000.00	
Businesses that have joined an approved scheme prior to enforcement action being taken, after the 1st October 2014	N	3,000.00	3,000.00	
**The Redress Scheme is currently undergoing a national review and may be replaced prior to April 2021 by a new civil penalty policy				

Description	Type**	Existing Charge £	New Charge £	Financial Effect £
**KEY for basis of fee and charges setting, L - Locally Agreed, N - Nationally Agreed				
Energy Efficiency (Private Rented Property) (England and Wales) Regulations				
Penalty (less than 3 months in breach) renting a non-compliant property	N	Up to 2,000.00 and/or publication penalty	Up to 2,000.00 and/or publication penalty	
Penalty (3 months or more in breach) renting out a non-compliant property	N	Up to 4,000.00 and/or publication penalty	Up to 4,000.00 and/or publication penalty	
Providing false or misleading information on the PRS Exemptions Register	N	Up to 1,000.00 and/or publication penalty	Up to 1,000.00 and/or publication penalty	
Failing to comply with a compliance notice	N	Up to 2,000.00 and/or publication penalty	Up to 2,000.00 and/or publication penalty	
Housing and Planning Act 2016				
Failure to comply with an Improvement Notice (under section 30 of the Housing Act 2004)				
Failure to comply with a Prohibition Order (under section 32 of the Housing Act 2004)				
Breach of a banning order made under section 21 of the Housing and Planning Act 2016	N	Civil penalties of up to 30,000 per offence as an alternative to prosecution	Civil penalties of up to 30,000 per offence as an alternative to prosecution	
Using violence to secure entry to a property (under section 6 of the Criminal Law Act 1977)				
Illegal eviction or harassment of the occupiers of a property (under section 1 of the Protection from Eviction Act 1977)				
COST OF REVENUE COLLECTION				
Council Tax – All Charges do not incur VAT				
Issue of Summons for Liability Order	L	33.50	33.50	
Issue of Liability Order	L	44.00	44.00	
Issue of Summons for Committal Hearing	L	90.00	90.00	
Issue of Statutory Demand	L	157.50	157.50	
NIL				
Business Rates (NNDR) – All Charges do not incur VAT				
Issue of Summons for Liability Order	L	33.50	33.50	
Issue of Liability Order	L	44.00	44.00	
Issue of Summons for Committal Hearing	L	90.00	90.00	
Issue of Statutory Demand	L	157.50	157.50	
NIL				

This page is intentionally left blank

APPENDIX 4

**KEY ASSUMPTIONS USED IN PROJECTED
RESOURCES, EXPENDITURE AND INCOME 2022/23-2025/26**

Factor	Assumption
Resources	
Council Tax base	Variable depending on projected additional properties.
Council Tax	2.99% increase in 2022/23 year (including 1% for any allowable precepts) and then a 1.99% increase in 2023/24, 2024/25 & 2025/26.
Council Tax collection	99% collected
Government Grants	Government grants for 2022/23 as indicated in 2021 spending review and indicative figures for 2023/24 – 2025/26.
	Increase in Business Rates Scheme Top Up Grant of 3.0% in 2022/23 & 2.00% in 2023/24, 2024/25 & 2025/26 (projected CPI).
	Revenue Support Grant 2022/23 flat lined to 2025/26.
	Continuation of Improved Better Care Fund (iBCF) at 2021/22 rates.
	Continuation of 2021/22 Social Care Support Grant of £3.593m in total and assumed to continue to 2025/26.
	New Homes Bonus (NHB) legacy payments will continue but no new ones assumed after 2022/23, assumed to discontinue in 2023/24.
Expenditure	
Pay inflation	2022-23 3% and thereafter 2% in line with national scheme.
Price inflation	Only contractual inflation on running costs
Local Government Pension Scheme	Contribution rate of 18.4% for 2022/23 plus past service deficit contributions of £0.280m in 2022/23, amounts set aside in Contingencies for potential increase post 2022/23 Triennial review.
Financing Costs	
Interest rates payable	Average rate on existing debt 2022/23 of 2.48%; 2023/24 of 2.29%, 2024/25 of 2.13% & 2025/26 of 2%.
Interest rates payable on new debt – 10 year rate	2022/23 of 1.80%; 2023/24 of 1.95%, 2024/25 of 2.08% & 2025/26 of 2.23%.
Interest rates receivable	0.10% in 2022/23, 0.25% in 2023/24, 0.50% in 2024/25 & 1.00% in 2025/26.
Income	
Inflationary increases	Various based on individual service considerations

This page is intentionally left blank

REVENUE BUDGET MANAGEMENT 2021/22

<u>Projected General Fund Reserve at 31st March 2022</u>	
	2021-25 MTFP (Feb 2021)
Medium Term Financial Plan (MTFP) :-	£000
MTFP Planned Opening Balance 01/04/2021	21,506
Approved net contribution from balances	3,420
Planned Closing Balance 31/03/2022	24,926
 Increase in opening balance from 2020-21 results	 2,317
 Projected corporate underspends / (overspends) :-	
Public Health rebased savings	285
Community Services rebased savings	308
Adult Services rebase savings	400
Council Wide	16
Financing Costs	306
Joint Venture - Investment Return	248
Government Grant - SFC	(470)
Transfer in from earmarked reserve - Covid	1,385
 Projected General Fund Reserve (excluding Departmental) at 31st March 2022	 29,721
 Planned Balance at 31st March 2022	 24,926
Improvement	4,795

<u>Departmental projected year-end balances</u>	
	Improvement / (decline) compared with 2021-25 MTFP
	£000
People Group	(482)
Services Group	729
Operations Group	(416)
Chief Executive	(16)
 TOTAL	 (185)

<u>Summary Comparison with :-</u>	
	2021-25 MTFP
	£000
Corporate Resources - increase in opening balance from 20/21 results	2,317
Corporate Resources - additional in-year Improvement/(Decline)	1,485
Quarter 1 budget rebase	993
Departmental - Improvement / (Decline)	(185)
 Improvement / (Decline) compared with MTFP	 4,610
 Projected General Fund Reserve at 31st March 2022	 29,536

This page is intentionally left blank

APPENDIX 6

MEDIUM TERM FINANCIAL PLAN 2022 TO 2026

	2022/23	2023/24	2024/25	2025/26
	£m	£m	£m	£m
People Group	65.798	67.640	70.342	72.807
Chief Executives Office & Economic Growth	1.288	1.334	1.366	1.455
Services Group	17.947	18.400	18.901	19.316
Operations Group	15.909	16.333	16.762	17.105
Financing costs	0.637	2.921	2.933	2.992
Investment Returns - Joint Venture	(1.864)	(1.480)	(1.130)	(1.130)
Council Wide Pressures/(savings)	1.037	1.054	1.079	1.106
Council Wide Contingencies	0.525	1.512	1.512	1.512
Contribution to/(from) revenue balances	(0.324)	(4.205)	(9.073)	(9.861)
Total Net Expenditure	100.953	103.509	102.692	105.302
<u>Resources - Projected and assumed</u>				
Council Tax	57.792	59.868	61.797	63.917
Business rates retained locally	20.175	20.545	20.227	20.612
Top Up grant	7.515	7.666	5.238	5.343
Revenue Support Grant	4.357	4.781	4.781	4.781
New Homes Bonus	0.465	0.000	0.000	0.000
Better Care Fund	4.356	4.356	4.356	4.356
Adult Social Care Support Grant	3.593	3.593	3.593	3.593
Spending Review 21 Government Funding	2.700	2.700	2.700	2.700
Total Resources	100.953	103.509	102.692	105.302
<u>Balances</u>				
Opening balance	24.358	24.034	19.829	10.756
Contribution to/(from) balances	(0.324)	(4.205)	(9.073)	(9.861)
Closing balance	24.034	19.829	10.756	0.895

This page is intentionally left blank

Capital Medium Term Financial Plan 2022/23 - 2025/26					APPENDIX 7
	2022/23 £'000	2023/24 £'000	2024/25 £'000	2025/26 £'000	Total £'000
Children, Families & Learning					
School Condition Allocations	142	142	142	142	568
	142	142	142	142	568
Housing					
Adaptations / Lifts	200	206	212	214	832
Heating replacement programme	1,105	1,138	1,172	1,184	4,599
Structural works	400	412	424	429	1,665
Lifeline Services	50	50	50	50	200
Repairs before painting	60	60	60	60	240
Roofing	1,000	1,050	1,082	505	3,637
Garages	50	50	50	50	200
External Works (footpaths, fencing, etc.)	200	210	216	218	844
Smoke detection	25	26	26	26	103
Pavement Crossing	32	33	34	34	133
Replacement Door Programme	450	473	487	492	1,902
Window Replacement	500	510	520	525	2,055
IPM works	1,910	2,417	2,489	2,514	9,330
Energy Efficiency	1,000	1,000	1,000	1,000	4,000
Comunal Works	150	156	159	161	626
New build (net of HE grant)/regeneration	25,581	16,797	11,808	16,415	70,601
Fees	267	281	292	298	1,138
	32,980	24,869	20,081	24,175	102,105
Transport					
Highway Maintenance	1,689	1,689	1,689	1,689	6,756
Integrated Transport	886	886	886	886	3,544
	2,575	2,575	2,575	2,575	10,300
Other Capital Programmes					
Disabled Facility Grants	1,063	1,063	1,063	1,063	4,252
	1,063	1,063	1,063	1,063	4,252
Council funded Schemes					
Dolphin Centre Mechanical & Electrical works Phase 3	850	1,350	-	-	2,200
Whinfield School Roof Replacement	372	124	124	-	620
West Cemetery Drainage	100	150	-	-	250
Economic Growth investment Fund (EGIF)	500	500	500	500	2,000
Eastbourne Sports Complex	2,310	-	-	-	2,310
Capitalised Repairs (already approved until 2024/25)	250	250	250	250	1,000
Advanced Design Fees (already approved until 2024/25)	150	150	150	150	600
Total Council Funded Schemes	4,532	2,524	1,024	900	8,980
Self Financing schemes					
Railway Heritage Quarter	10,000	18,000	3,000	-	31,000
Total Council Self Financing Schemes	10,000	18,000	3,000	-	31,000
Total Spending Plans	51,292	49,173	27,885	28,855	157,205
Funded by:					
Capital Grants	4,480	3,780	3,780	3,780	15,820
HRA Revenue Contributions	17,618	16,491	16,693	14,179	64,981
HRA Capital Receipts	303	303	303	303	1,212
Borrowing	15,059	8,075	3,085	9,693	35,912
Corporate Resources	3,832	2,524	1,024	900	8,280
Self Financing	10,000	18,000	3,000	-	31,000
Total Resources	51,292	49,173	27,885	28,855	157,205
Commitments - see above	51,292	49,173	27,885	28,855	157,205
Resources Available for Investment	-	-	-	-	-

Figures shown in italics are estimates, awaiting confirmation of funding streams.

This page is intentionally left blank

ECONOMY AND RESOURCES SCRUTINY COMMITTEE
6 January 2022

ECONOMY AND RESOURCES SCRUTINY COMMITTEE –
WORK PROGRAMME

SUMMARY REPORT

Purpose of the Report

1. To consider the work programme items scheduled to be considered by this Scrutiny Committee during the next Municipal Year and to consider any additional areas which Members would like to suggest should be included.

Summary

2. Members are requested to consider the attached draft work programme (**Appendix 1**) for the next Municipal Year which has been prepared based on Officers recommendations and recommendations previously agreed by this Scrutiny Committee.
3. Once the work programme has been approved by this Scrutiny Committee, any additional areas of work which Members wish to add to the agreed work programme will require the completion of a quad of aims in accordance with the previously approved procedure.

Recommendation

4. Members are requested to consider and approve the attached draft work programme as the agreed work programme and consider any additional items which they might wish to include.

Luke Swinhoe
Assistant Director Law and Governance

Background Papers

There were no background papers used in the preparation of this report.

Shirley Wright: Extension 5998

S17 Crime and Disorder	This report has no implications for Crime and Disorder
Health and Well Being	This report has no direct implications to the Health and Well Being of residents of Darlington.
Carbon Impact	There are no issues which this report needs to address.
Diversity	There are no issues relating to diversity which this report needs to address
Wards Affected	The impact of the report on any individual Ward is considered to be minimal.
Groups Affected	The impact of the report on any individual Group is considered to be minimal.
Budget and Policy Framework	This report does not represent a change to the budget and policy framework.
Key Decision	This is not a key decision.
Urgent Decision	This is not an urgent decision.
Council Plan	The report contributes to the Council Plan in a number of ways through the involvement of Members in contributing to the delivery of the Plan.
Efficiency	The Work Programmes are integral to scrutinising and monitoring services efficiently (and effectively), however this report does not identify specific efficiency savings.
Impact on Looked After Children and Care Leavers	This report has no impact on Looked After Children or Care Leavers

MAIN REPORT

Information and Analysis

5. The format of the proposed work programme has been reviewed to enable Members of this Scrutiny Committee to provide a rigorous and informed challenge to the areas for discussion.
6. The Council Plan sets the vision and strategic direction for the Council through to May 2023, with its overarching focus being 'Delivering Success for Darlington'.
7. In approving the Council Plan, Members have agreed to the vision for Darlington which is a place where people want to live and businesses want to locate, where the economy continues to grow, where people are happy and proud of the borough and where everyone has the opportunity to maximise their potential.
8. The vision for the Economy Portfolio is :-

'a borough where economic growth is high and the benefits are enjoyed by all residents'

by delivering

- More sustainable and well paid jobs
- More businesses
- More homes

9. The vision for the Resources Portfolio is :-

'a Council that is financially stable and delivering much needed services and support for the Borough'

Forward Plan and Additional Items

10. Once the Work Programme has been agreed by this Scrutiny Committee, any Member seeking to add a new item to the work programme will need to complete a quad of aims. A revised process for adding an item to a previously approved work programme, has been agreed by the Monitoring and Co-ordination Group.
11. Details of the items included on the Forward Plan has been attached at **Appendix 2** for information.

This page is intentionally left blank

ECONOMY AND RESOURCES SCRUTINY COMMITTEE WORK PROGRAMME

	Topic	Timescale	Lead Officer	Scrutiny's Role
RESOURCES				
232	Performance Management Framework	6 January 2022 Work being undertaken to look at relevant PI's (14 July 2021)	Relevant Assistant Directors	To understand/monitor and challenge the indicators
61 60	Medium-Term Financial Plan - Monitoring	Quarterly monitoring reports to be submitted to meetings of this Scrutiny Committee 4 November 2021 3 February 2022	Brett Nielsen	To contribute and challenge the Medium-Term Financial Plan and assist with the implementation and development of the required savings
	Medium-Term Financial Plan	6 January 2022 20 January 2022	Brett Nielsen	To provide a response to Cabinet on the proposals in relation to the Medium-Term Financial Plan
131 132	Capital Programme and project Position Statement	Quarterly monitoring reports to be submitted to meetings of this Scrutiny Committee 2 September, 2021 4 November 2021	Brian Robson	To look at the position

133		3 February 2022		
	Customer Services and Digital Strategy	6 January 2022	Anthony Sandys	To brief Members on the work being undertaken
	Procurement	To be programmed	Luke Swinhoe	To look at work and services of the North East Purchasing Organisation (NEPO) and the Authority's contract spend
	Strengthening Families Programme	Work to be undertaken via a Task and Finish Review Group to look at the spend across the Programme	Brett Nielsen/Children's Services	To look at the spend across the Programme
ECONOMY				
106	Economic Strategy	To be programmed	David Hand	To scrutinise progress of the Strategy Action Plan against outcomes and understand relationship with Tees Valley SEP and Local Plan.
114	Housing Strategy	To be programmed	David Hand	To scrutinise progress of the Strategy Action Plan against outcomes.
88	Broadband Infrastructure in Darlington 2012-20	Briefing to be arranged	Jochen Werres	To scrutinise progress of the Broadband Delivery (BDUK) and Local Full Fibre Network (LFFN) programmes

	Long-term impact of Covid on the economy	To be programmed	Mark Ladyman	To update Members on the scheme
209	Climate Change	3 February 2022	Cabinet Member	To update on the work of the Review Group
	Youth Unemployment	Joint piece of work to be undertaken with Children and Young People Scrutiny Committee taking the lead		
	Levelling Up	3 February 2022	Mark Ladyman	
	Markets Update	Briefing to be held 27 January 2022	Mark Ladyman	Update

ARCHIVED ITEMS

RESOURCES				
	Sickness Absence Year-end out-turn	Circulated to Members of the Scrutiny Committee as a briefing note	Brett Nielsen/Helen Whiting	N/A
	Health and Safety Year end out-turn	Circulated to Members of the Scrutiny Committee as a briefing note	Brett Nielsen/Joanne Skelton	N/A
	Workforce Strategy	Presentation held on 31 August 2021	Brett Nielsen/Helen Whiting	N/A
75	Complaints, Compliments and Comments - Annual Report 2019/20	2nd September, 2021	Lee Downey	To look at the position
16	Complaints Made to Local Government Ombudsman	2nd September, 2021	Lee Downey	To consider the outcome of cases which have been determined by the Local Government and Social Care Ombudsman (LGSCO) and the Housing Ombudsman (HO) and forward any view to Cabinet
	Freedom of Information Requests	All Members' briefing held	Lee Downey	

	Department for Works and Pension – Universal Credit	Presentation arranged for 7 September 2021	Anthony Sandys	To brief Members on the process and position
4	Investment Fund	2 nd September, 2021	Brett Nielsen	To consider progress against the agreed investments being funded through the Investment Fund.
99	Council Tax Support Scheme	4 November, 2021	Anthony Sandys	To provide comment to Cabinet on the proposed scheme
ECONOMY				
	Business Grant Scheme – Additional Restrictions Grant	1 July 2021	Mark Ladyman	To update Members on the scheme
	Project in a Box Repeat session to be arranged.	Presentation held on 16 July 2021	Brian Robson	To demonstrate the new project management system to Members
	Towns Fund	Presentation held on 18 August, 2021	Mark Ladyman	To update Scrutiny
	Business Week 2021	Presentation held on 19 October, 2021	Mark Ladyman	To update Scrutiny

This page is intentionally left blank

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**



DARLINGTON

Borough Council

**FORWARD PLAN
FOR THE PERIOD: 1 DECEMBER 2021 - 30 APRIL 2022**

Title	Decision Maker and Date
Review of Outcome of Complaints Made to Ombudsman	Cabinet 7 Dec 2021
Housing Revenue Account - Medium Term Financial Plan 2022/23 to 2025/26	Cabinet 7 Dec 2021
Mid-Year Prudential Indicators and Treasury Management 2020/21	Council 27 Jan 2022 Cabinet 7 Dec 2021
Medium Term Financial Plan 2022/23 to 2025/26	Cabinet 7 Dec 2021
The Care Leaver Covenant	Cabinet 7 Dec 2021
Council Plan Performance Report 2021/22 – Quarters 1 and 2	Cabinet 11 Jan 2022
Customer Services and Digital Strategy 2021/24	Cabinet 11 Jan 2022
Feethams House - European Regional Development Fund	Cabinet 11 Jan 2022
Land at Sparrowhall Drive	Cabinet 11 Jan 2022
Levelling Up Darlington	Cabinet 11 Jan 2022
Maintained Schools Capital Programme - Summer 2022	Cabinet 11 Jan 2022
Rail Heritage Quarter Update	Council 27 Jan 2022 Cabinet 11 Jan 2022
Schedule of Transactions - January	Cabinet 11 Jan 2022
Youth Unemployment	Cabinet 11 Jan 2022
Annual Audit Letter 2020/21	Cabinet 8 Feb 2022
Calendar of Council and Committee Meetings 2022/23	Cabinet 8 Feb 2022
Housing Revenue Account 2022/23	Council 17 Feb 2022 Cabinet 8 Feb 2022
Local Plan Adoption	Council 17 Feb 2022 Cabinet 8 Feb 2022
Medium Term Financial Plan 2022/23 to 2025/26	Council 17 Feb 2022 Cabinet 8 Feb 2022
Project Position Statement and Capital Programme Monitoring - Quarter 3	Cabinet 8 Feb 2022
Proposed Waiting Restrictions on Woodland Road, Outram Street and Duke Street	Cabinet 8 Feb 2022
Prudential Indicators and Treasury Management Strategy	Council 17 Feb 2022 Cabinet 8 Feb 2022
Revenue Budget Monitoring - Quarter 3	Cabinet 8 Feb 2022
Supplementary Planning Guidance (SPD) Design Code - Burtree Garden Village	Council 12 May 2022 Cabinet 8 Feb 2022

**DARLINGTON BOROUGH COUNCIL
FORWARD PLAN**

Local Transport Plan	Cabinet 8 Mar 2022
Regulatory Investigatory Powers Act (RIPA)	Cabinet 8 Mar 2022
Restoration of Locomotion No 1 Replica	Cabinet 8 Mar 2022
Tees Valley Energy Recovery Facility	Cabinet 8 Mar 2022
Annual Procurement Plan 2022/23	Cabinet 5 Apr 2022