

Cabinet

Tuesday 6 February 2024

11.00 am

Rooms GO2A, B and C, 160 Tooley Street, London SE1 2QH

Supplemental Agenda No. 3

List of Contents

Item No.	Title	Page No.
8.	Policy and Resources Strategy Report: 2024-25 Budget and Medium Term Financial Strategy (MTFS) update including capital programme refresh To agree the 2024-25 general fund budget to be recommended to council assembly. To note the medium term financial strategy (MTFS) update, council tax setting and capital programme.	1 - 166
13.	Freehold acquisition of an operational property asset for key service provision and subsequent leasing arrangements To consider freehold acquisition of an operational property asset and subsequent leasing arrangements.	167 - 171

Contact

Email: paula.thornton@southwark.gov.uk; constitutional.team@southwark.gov.uk
Webpage: www.southwark.gov.uk

Date: 2 February 2024

Item No. 8	Classification:	Date: 6 February 2024	Meeting Name: Cabinet
Report title:		Policy and Resources Strategy Report: 2024-25 Budget and MTFS update including capital programme refresh	
Ward(s) or groups affected:		All	
Cabinet Member:		Councillor Stephanie Cryan - Communities, Democracy and Finance	

FOREWORD - COUNCILLOR STEPHANIE CRYAN, CABINET MEMBER FOR COMMUNITIES, DEMOCRACY AND FINANCE

I am happy to present the latest version of the Council's budget.

Work has continued since the December Cabinet version of this report to close the £6.7m budget gap and today's report now presents a balanced budgetary position for 2024-25.

I want to thank Cabinet Members and officers who have worked extremely hard to find savings and efficiencies as well as present commitments that support the commitments in our Council Delivery Plan. All of this has been done whilst ensuring that we are protecting our most vulnerable residents during the cost of living crisis.

Central government decisions on local government funding have been confirmed for one year only, for the sixth year in a row. In addition, many of the reforms to local government have been halted. So, there remains significant uncertainty for local government from an unknown funding position, with an election and new spending review likely in the coming year. Despite the lack of long-term certainty of funding from the Government we have set out a provisional three year financial plan to ensure we are delivering the services and support our residents want and need. This report takes into consideration the Provisional Local Government Settlement and updated the budget proposals for 2024-25 to 2026-27.

Whilst we have been able to present a balanced budgetary position, it has been far from easy. The council faces a number of emerging pressures that are common across many local authorities and accepted as a critical concern for central government. These are the pressures in providing for those that are homeless and in need of temporary accommodation, those that have 'No Recourse to Public Funds' and the increasing numbers of pupils needing support for Home to School transport. Despite the government acknowledging the increasing financial pressures in these areas they have failed to provide any additional funding to help alleviate this.

In December, we noted the scale of the challenge that we looked to be facing for the 2024-25 budget planning process and beyond. We also noted the continuing pressures in the Housing Revenue Account (HRA), with a set of approaches to manage the budget pressures. Today, we have set out a long term financial plan to ensure the sustainability of the HRA.

The report has identified savings options that fit within the overall policy and financial framework, aligning resources to the council's key priorities including commitments around Southwark 2030, Southwark Stands Together, the climate emergency, our Council Delivery Plan and the additional demand pressures.

Against this challenging backdrop, this administration remains determined to keep our promises for a cleaner, safer, fairer Southwark to protect the most vulnerable, reduce inequalities and to continue to focus on the delivery of Southwark 2030.

RECOMMENDATIONS

That cabinet agree the following recommendations to Council Assembly:-

1. the balanced General Fund budget proposals for 2024-25;
2. the general fund budget options proposed to achieve a balanced budget for the period 2024-25 and to significantly close the budget gap for the period 2025-26 to 2026-27 (appendices B to E);
3. the refreshed general fund capital programme for the 10 year period to 2033-34 (appendix J) and the refreshed housing investment programme (HIP) for the 10 year period 2024-24 to 2033-34 (appendix K);
4. in accordance with Sections 30 and 36 of the Local Government Finance Act 1992, the local council tax amounts shown in table 3.

That cabinet approve:

5. the housing revenue fund budget for 2024-25 (paragraphs 72-83);
6. the final fees and charges schedule at appendix F;
7. the proposed amendment to Section 3C, paragraph 13 of the council's constitution to increase the threshold at which cabinet approves disposals of leasehold or freehold interests in property and land from £750k to £3m, noting that officers will review the governance arrangements within our existing policy framework.

That cabinet note the following:

8. that the final Local Government Finance Settlement has not been published at the time of writing, any changes from the provisional settlement published on the 18th December 2023, will be set out in the 2024-25 budget report to council assembly on 21 February 2024.
9. the update to the medium term financial strategy 2024-25 to 2026-27, and the current expected cumulative funding gap of £5.4m and £10.8m for 2025-26 and 2026-27 respectively.
10. that the December 2023 cabinet report and budget option schedules were considered by the Overview and Scrutiny committee on 22 January and 23 January 2024 and that the recommendations arising and officer responses are included at appendix I.
11. the Departmental Narratives and equality impact assessments at appendix A.
12. the climate report and Budget Equality Analysis Report 2024-25 (appendices G and H).

13. that the Mayor of London draft budget for 2024-25 includes a proposal to increase the GLA Council Tax precept by 8.6%, equivalent to a £37.26p increase for a band D property.
14. the GLA council tax precept is due to be set on the 22 February, one day after Council Assembly sets the budget for Southwark, therefore (as in prior years) a Council Tax Setting Committee will be convened for 23 February.
15. the Strategic Director of Finance comments on the adequacy of the reserves and the robustness of the estimates in the budget in paragraphs 117-119.

BACKGROUND AND PURPOSE

16. Each year, the council updates a detailed Policy and Resources Strategy covering a period that normally reflects the duration of the government's financial settlement. As part of the Policy and Resources Strategy, and in line with requirements of the Local Government Finance Act, the budget will be approved by Council Assembly for the next financial year on 21 February 2024, as part of the council tax setting process.
17. This year, the council has undergone a three-year budget process. The balanced budget for 2024-25 is set out in this report together with draft budgets, funding gaps and expected further savings required for the following two years, 2025-26 and 2026-27. This approach will enhance the council's commitment to financial planning and efficiency. Most importantly, it ensures that the policies and priorities set out in the council delivery plan are aligned in the medium term to the projected financial resources.
18. During austerity, (2011-12 and 2019-20), the council lost government funding in cash terms of more than £146m. Since then, the council has faced the impact of the pandemic and currently a cost of living crisis. At the same time, the council has also looked to keep council tax as low as possible, recognising the pressure this tax places on all households but particularly the most vulnerable. Southwark remains the eighth lowest council tax rate in London. The impact of constrained income streams, together with increased demand and the increased cost of delivering council services has created significant budget pressures over this 12-year period.
19. This report provides an update on the work undertaken through the budget challenge process and the latest information on available resources following the provisional local government settlement. It considers budget savings and commitments proposed through the budget challenge process for the full three-year period, 2024-25 to 2026-27, ensuring that the council's vision illustrated through Southwark 2030 and the council delivery plan are put at the heart of this budget.
20. The report format follows the December cabinet approach and takes a multi-year view to manage efficiencies within the council and to ensuring financial sustainability in the longer term. It also seeks to bring together reporting requirements into one document, with the appendices providing the detail for cabinet. The report covers:

- The provisional local government settlement 2024-25 and policy announcement
- General Fund (GF) Revenue Budget
- Other Grant Funding
- Revenue Funding from Local Taxation
- Inflation and Pay Costs
- Options to Balance the General Fund Budget
- Fees and Charges
- Use of Reserves and Balances
- Housing Revenue Account (HRA) Budget
- Disposals of Leasehold and Freehold interests of land and property held within the HRA
- Capital Programme Refresh
- Capital Programme Governance Arrangements
- Next steps

KEY ISSUES FOR CONSIDERATION

PROVISIONAL LOCAL GOVERNMENT FINANCE SETTLEMENT 2024-25 (PLGFS) AND GOVERNMENT POLICY STATEMENT 5 DECEMBER 2023

21. The PLGFS was published on 18 December 2023, following the policy announcement on the 5 December. The government announced a 6.5% increase in core spending power, to help councils deal with inflationary and other cost pressures, with extra funding directed for social care. This headline increase has assumed that councils will raise their council tax by the maximum permitted without a referendum.
22. The policy statement on the 5 December, made clear that the provisional settlement would be for one year only given that a general election and spending review is expected in 2024. The proposed principles set out in the policy statement were as follows:
 - a core council tax referendum limit for local authorities of up to 2.99%;
 - a social care precept of 2%;
 - Revenue Support Grant (RSG) in line with the September 2023 Consumer Price Index (CPI) of 6.7%;
 - Additional (but previously announced) funding through the social care grant for adult and children's social care and the market sustainability and improvement grant for adult social care.
 - Some funding for the 'New Homes Bonus (NHB) payments' in 2024 to 2025 and continuation of the Services Grant at a reduced rate.;
 - The Statutory Override for the Dedicated Schools Grant to continue until 31 March 2026;
 - Reforms to local government finance delayed until the next Parliament.

23. The Provisional Local Government Financial Settlement (PLGFS) confirmed this funding approach and set the individual provisional allocations. The broad approach was no change to the 2023-24 settlement funding. The permitted council tax and social care precept increases were at the same level as previous years, and government grants generally updated to September 2023 inflation at 6.7%. The only changes in the unring-fenced grants were to reduce the funding allocations of the new homes bonus and the services grant. The current distribution of grants was preserved, with planned reforms to local government finance deferred again to after the 2024 general election.
24. The additional funding for social care pressures was confirmed at the PLGFS, and this is to be welcomed. However, it will not be enough in the longer term to address the severity of the pressure facing social care services. In addition, there was no indication of how the delayed adult social care reforms would be financed, given that the funding allocated for this has been re-cycled to support current pressures.
25. Following the PLGFS, the government announced on the 24 January 2024 that there would be a further £600m distributed to local authorities at the final settlement in February 2024. £500m is to be added to the Social Care Grant and £100m mainly earmarked for rural authorities and internal drainage boards. Local authority allocations are due at the final settlement. It is estimated that the council will receive an additional £3m in ring-fenced social care grant, although it is expected that this will be a 'one-off' increase, rather than recurring.
26. Crucially, of the headline 6.5% increase in 'Core Spending Power' announced at the PLGFS, 53% of that increase is simply the assumption that all councils will increase their council tax by the maximum amount, over a third of the increase is ring-fenced to social care and less than 12% of the growth is in un-ringfenced grant funding.

GENERAL FUND REVENUE BUDGET

27. In accordance with instructions from the December 2023 cabinet, this report provides updated budget proposals for 2024-25 to 2026-27. These proposals present a balanced budget for 2024-25 and initial estimates of the likely funding gap for 2025-26 and 2026-27.
28. The balanced position for 2024-25 has been achieved under challenging economic circumstances including continuing high levels of inflation and interest rates and increases in pay awards.
29. Table 1 shows a summary of the three year budget (2024-25 to 2026-27).

Table 1: Revenue Budget 2024-25 to 2026-27

	2023-24	2024-25	2025-26	2026-27
	£m	£m	£m	£m
Un-Ringfenced Government Grants	(82.4)	(84.4)	(79.3)	(79.3)
Revenue Support Grant	(42.2)	(45.0)	(45.0)	(45.0)
Top-Up	(32.9)	(34.3)	(34.3)	(34.3)
Services Grant	(4.7)	(0.7)	-	-
New Homes Bonus	(1.7)	(4.4)	-	-
One-Off NNDR Levy release (Final settlement)	(1.0)			
Ringfenced Government Grants	(78.7)	(88.7)	(88.7)	(88.7)
Public Health Grant	(29.5)	(30.9)	(30.9)	(30.9)
Social Care Grant	(27.6)	(33.1)	(33.1)	(33.1)
Improved Better Care Fund (iBCF)	(17.8)	(17.8)	(17.8)	(17.8)
ASC Market Sustainability & Improvement Fund	(3.7)	(6.9)	(6.9)	(6.9)
TOTAL GOVERNMENT FUNDING	(161.1)	(173.1)	(167.9)	(167.9)
Council Tax	(137.7)	(145.3)	(158.8)	(170.0)
Council tax baseline funding	(128.6)	(137.4)	(148.2)	(158.8)
Council tax base growth	(2.3)	(3.8)	(3.0)	(3.2)
Council tax - annual increase	(3.9)	(4.2)	(4.5)	(4.8)
Council tax - Social Care precept	(2.6)	(2.8)	(3.0)	(3.2)
Council tax - estimated (surplus)/deficit	(0.3)	2.9	-	-
Business Rate Growth	(136.1)	(134.8)	(136.8)	(136.8)
Retained Business Rates	(98.1)	(102.8)	(102.8)	(102.8)
S.31 Grants	(27.4)	(28.2)	(28.2)	(28.2)
S.31 Grant for Business Rates Top-Up	(5.6)	(5.8)	(5.8)	(5.8)
Business Rates - estimated (surplus)/deficit	5.3	1.9	-	-
Support for deficits	(5.2)			
BRR - S.31 grants c/f	(5.0)			
COUNCIL TAX AND RETAINED BUSINESS RATES	(273.8)	(280.1)	(295.5)	(306.8)
Total Funding before contributions from balances	(434.8)	(453.3)	(463.5)	(474.7)
Contribution from earmarked reserves	(2.5)	(2.5)	(2.5)	-
TOTAL RESOURCES	(437.3)	(455.8)	(466.0)	(474.7)
Prior Year Budget	391.1	437.3	455.8	466.0
Inflation				
Pay Awards	5.9	9.5	10.0	6.3
Pay Awards 22/23 unbudgeted pressure	5.5	-	-	-
Contractual Inflation	14.6	9.8	9.0	6.3
Contractual Inflation (Social Care & PH)	14.9	9.4	8.5	5.6
Contractual Inflation (2022/23 unbudgeted pressure)	3.4	-	-	-
Energy price inflation on Council Buildings	4.5	-	-	-
Commitments & Contingency:				
Other Growth and Commitments	13.8	8.7	3.7	2.7
Reverse one-off commitments	-	(0.8)	-	-
Debt Financing (approved programme)	-	2.5	2.0	2.0
Budget Before Savings & Efficiencies	453.7	476.5	488.9	488.8
Budget Gap before Savings & Efficiencies	16.4	20.8	22.9	14.1
Savings				
Effective use of resources and efficiencies	(12.8)	(13.1)	(9.4)	(6.1)
Income, Fees and Charges	(2.5)	(7.5)	(6.7)	(2.6)
Other Savings	(1.1)	(0.2)	(1.4)	(0.1)
TOTAL SAVINGS	(16.4)	(20.8)	(17.5)	(8.7)
TOTAL BUDGET	437.3	455.8	471.4	480.1
<i>In-Year Gap</i>			5.41	5.38
TOTAL SHORTFALL (cumulative)	-	-	5.41	10.79

Un-ringfenced grants

30. The headline increase in the Revenue Support Grant (RSG) for 2024-25, and business rate top up grant increased by 6.7%, September CPI.
31. The Services Grant was billed as a one-off grant for 2022-23, distributed on the same basis as the Settlement Funding Assessment (SFA), at £8m. The grant continued into 2023-24 at a significantly reduced rate (£4.7m), and has been continued again for 2024-25, at a further much reduced rate of £0.7m. It is not expected that this will continue post 2024-25.
32. The New Homes Bonus (NHB) was introduced in 2011 to provide an incentive for local authorities to encourage housing growth in their areas. In 2026-17, the council received £16m from this grant. Following a review of the funding, the grant has reduced year on year from 2017-18. The grant for 2024-25 is £4.4m.
33. Overall, the increase in un-ringfenced grants for Southwark was 2.5%, a real terms reduction in funding.

Ring-fenced grants

Public Health Grant

34. Southwark's allocation in 2024-25 is £30.9m an increase of £1.4m from the 2023-24 allocation.

Social Care Support Grant

35. As part of the 2022-23 settlement, the government distributed £2.3bn nationally to support local authorities with the rising cost and demand pressures on social care services. It was confirmed that this grant would continue into 2023-24, which was originally intended for adult social care reform. The 2024-25 allocation for Southwark is £33.1m - an increase of £5.5m, which again originally was intended to support the reforms to adult social care, rather than the current pressures in social care costs. It has been reported that further grant allocations are to be made at the final settlement for social care, any changes will be reported to Council Assembly in February 2024.

Improved Better Care Fund (IBCF)

36. The Improved Better Care Fund remains cash flat at £17.8m.

Market Sustainability and Improvement Funding

37. This grant was introduced in 2022-23 to support local authorities to prepare their social care markets for reform and to move towards paying providers a fair cost of care. This continued in 2023-24 and included new grant funding to address discharge delays, social care waiting times and workforce pressures at £3.7m. In 2024-25, this will have risen to £6.9m.

38. Overall, the increase in ring-fenced funding is 12.7%, a 6% increase in real terms to address demand and cost pressures in social care.

OTHER GRANTS

Dedicated Schools Grant (DSG)

39. Allocations for the Dedicated Schools Grant (DSG) were published alongside the provisional local government settlement. The council received increased allocations supporting the rollout of the wider 'Early Years' provision offer to 2 year olds and under 2's. Other allocations of the DSG funding were in line with expectation. The High Needs Block remains the main risk area for the DSG in the medium term. In order to bring the service to a sustainable footing officers need to continue to pursue savings and efficiencies.
40. In order to manage the accumulated historical DSG deficit the Council entered into a Safety Valve agreement with the Department of Education (DfE) in 2022 - 23. The key to this programme is the agreement to ensure an in year balanced position within the timeframes agreed. As part of the agreement the council is expected to receive a total of £23m in instalments subject to satisfactory progress against the agreed milestones. The council received the first instalment of £9.22 in 2022-23 leaving an accumulated DSG deficit of £14.5m as at 31 March 2023. In 2023-24 the council is on track to receive the agreed £2.77m in line with the Safety Valve agreement, and is expected to meet all future milestones.

Household Support Fund (HSF)

41. The council received £5.5m of central government funding for the cost of living crisis by way of the Household Support Fund grant in 2023-24. There has been no announcement in the provisional settlement that this will continue into 2024-25. This will be a significant funding loss for the council, if this is not continued and consideration will need to be given to how the council will continue to support those most in need.

Holiday Activities and Food Programme (HAF)

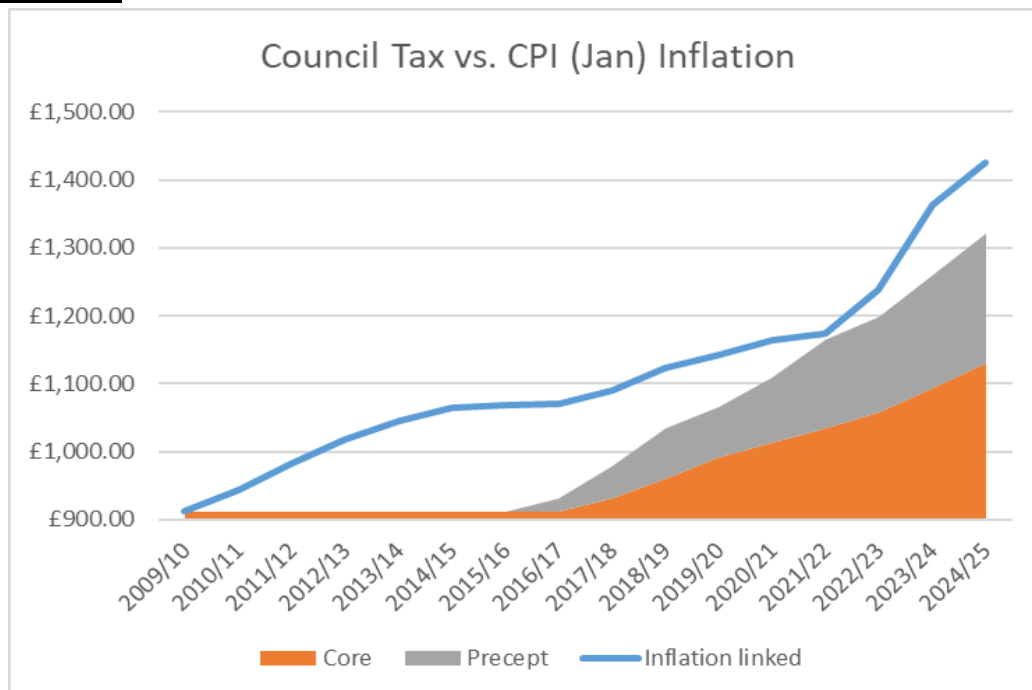
42. In 2021, the government announced a three year funding package for holiday activities and food programmes. The first year of the funding was for 2022-23 and was to coordinate and provide free school holiday provision, food and enriching activities for those children from low income households. The council was allocated £1.5m in 2023-24 of grant funding to deliver the HAF programme. The majority of the funding has been directly awarded as grant funding to local holiday provision providers to deliver the programme. The third year of funding for 2024-25 has yet to be announced.

REVENUE FUNDING FROM LOCAL TAXATION

Council Tax

43. The council is committed to keeping the council tax low. The Southwark element of council tax was frozen from 2008-09 until 2017-18 when financial pressures and the cumulative impact of reduced government funding meant that it was no longer sustainable to hold this position.
44. The 5 December government policy statement confirmed that the core council tax referendum limit for local authorities is up to 3%. This rule remains unchanged from 2023-24. Again, it is assumed that local authorities will use this additional flexibility to fund council services.
45. The council has been able to maintain the eighth lowest level of council tax in London in 2023-24, despite having incurred some of the largest reductions in government grants. Throughout this period, the government applied a cap on any council tax increases. The purpose of this cap is to ensure that 'excessive' council increases occur only where councils have a clear mandate from local people. This level has not been exceeded by Southwark to date. Table 2 below shows that council tax still remains below the level it would have been if CPI had been applied each year since 2010-11.

Table 2: Comparison of Actual (and proposed) Council Tax increases vs. Inflation



46. The Council Tax Relief Scheme provides support for our financially vulnerable residents. The December council tax base report confirmed that there would be no changes to the scheme for 2024-25 for those of pension age, the vulnerable and the least well off households.

47. In the past, the government provided local councils with additional support of up to £25 for those residents in receipt of local council tax support, with some flexibility to determine local approaches to support other vulnerable households. Southwark council's share of this allocation was £0.628m in 2023-24. This has been discontinued in 2024-25.

Social Care precept

48. Since 2016-17, the Government has provided flexibility to local authorities to increase council tax to provide a contribution towards the significant financial pressures in social care. The government have kept the 2% precept rate in 2023-24 for 2024-25. This equates to £2.8m per annum. The social care spending plans assume this level of additional funding will be available. The government's spending power calculation assumes that all authorities with social care responsibilities will increase the precept in line with the guidance.

Southwark Element of the Council Tax

49. Southwark increased council tax in 2023-24 by 4.99%, with 27 London councils choosing also to increase council tax by the maximum amount permissible. This is indicative of the cumulative impact of financial stress across local authorities in London.
50. In the context of pressures on council finances, the resilience of reserves and the historical year on year reductions in spending power, council tax remains a key source of income for the council. An increase of 2.99% in council tax amounts to £4.2m income.
51. The impact of an increase in council tax of 4.99% (2.99% plus 2% Social Care precept) will mean that residents in Band D properties will see a council tax bill rise of approximately £1.20p per week (excluding any increase levied by the GLA).
52. The amount of social care precept and local council tax to be charged to residents in 2024-25 is detailed in the Table 3, calculated in accordance with Sections 30 and 36 of the Local Government Finance Act 1992. These have increased by 2.00% and 2.99% respectively, the maximum permitted.

Table 3 Draft council tax rates for 2024-25

Band	Factor	Social Care precept(£)	Core Council Tax (£)	Total Southwark Charge (£)
-A	5/9	99.54	634.67	734.21
A	6/9	119.45	761.61	881.06
B	7/9	139.37	888.53	1,027.90
C	8/9	159.25	1,015.49	1,174.74
D	9/9	179.18	1,142.40	1,321.58
E	11/9	218.99	1,396.27	1,615.26
F	13/9	258.82	1,650.13	1,908.95
G	15/9	298.63	1,904.01	2,202.64
H	18/9	358.36	2,284.80	2,643.16

GLA Precept

53. The Greater London Authority (GLA) sets an overall precept for London on an annual basis. The precept is the Mayor of London's part of the Council Tax and is collected by London Boroughs and the Corporation of London. The precept collected contributes funding towards services provided by the GLA, including the Mayor's Office for Policing and Crime, the London Fire Brigade, Transport for London and the Greater London Authority.
54. The Mayor of London draft budget for 2024-25, includes a proposal to increase the GLA Council Tax precept of 8.6%, equivalent to £37.26 increase for a band D property. This means the total impact of council tax increases (both Council and GLA) for those living in Band D properties will be approximately £1.92p per week. The final precept will not be formally approved until the London Assembly budget meeting which is scheduled for 22 February 2024. The precept is in addition to the amounts charged by Southwark Council which are listed in Table 3 above.

Council Tax Collection

55. As reported in the 2024-25 Council Tax Base report at December cabinet, there continues to be some growth in the number of dwellings. The report recommends that the collection rate be maintained at 97.2%, but given the current economic climate, this target is challenging for the forthcoming year. The revenues collection teams will be reviewing approaches to collection and enforcement, where possible, to maintain levels of performance. There will be a continuation of the local discretionary increase in the council tax premium on long term empty homes in 2024-25. There are no changes in the council tax reduction scheme for 2024-25 for the pension age or vulnerable or least well off households.

Business Rates

56. The 2024-25 budget includes a forecast assumption that business rate income will be £134.8m. The economic recession and business rate revaluation adds to the challenges of managing any volatility in business rate yields. This area of funding remains highly uncertain.

INFLATION AND PAY COSTS

57. Inflation has been a key risk to the council's budget in 2023-24 with inflation at a high of 8.7% in April 2023, and reducing to 4% in December 2023. The autumn statement assumptions expected inflation to be 4.8% overall in 2023-24 and to fall back down to the target 2% in the medium term. ONS data shows that the largest contributions came from housing and household services, principally energy costs, and food costs. Very high energy costs have put increasing pressure on council budgets in 2023-24, whilst continuing high rates of food inflation will have a greater impact on low income households, who spend a greater proportion of their household budget on food. This in turn will create further demand on council services.
58. The provisional settlement increased the revenue support grant element of government funding by September CPI of 6.7%. But other government grants were reduced and funding directed towards ring fenced grants. The impact of high levels of inflation has not been fully funded for 2023-24. The proposed budget for 2024-25 budget has set aside some resources for the impact of expected inflation.

OPTIONS PROPOSED TO BALANCE THE BUDGET

59. The initial three year financial outlook for 2024-25 to 2026-27 was reported to cabinet in July 2023. This is the start of the council's 'budget challenge process', which culminates in the setting of a balanced council budget in February 2024. It provides a framework for budget discussions, through a medium term financial strategy (MTFS), giving an early view of the likely gap in council funding for the following year.
60. The budget challenge process this year has focussed on identifying savings over the three year period, together with identifying council-wide transformation programmes to reconfigure services and the corporate centre to support the council delivery plan priorities. Subsequent reports on reducing the funding gap and setting a balanced and robust budget have been presented to cabinet in October and December and to the Overview and Scrutiny committee in January 2024. This has ensured that all the options put forward have undergone a thorough, transparent and rigorous scrutiny process.
61. The budget has been compiled in a period of ongoing financial uncertainty. The report considers the most likely financial position to be faced by the council in 2024-25 based on the provisional settlement and a prudent view of interest and inflation rates. For the following 2 years, assumptions are necessarily based on a prudent, best-estimate basis which will be refined over the 2024-25. The final schedules, which detail the individual efficiencies, savings, commitments and income generation are detailed in appendices B-E.

Efficiencies and Improved Use of Resources

62. The council is committed to keep council tax low by delivering value for money across all of our services. In part, this is met through ensuring that the council is focussed on meeting the budget gap with proposed efficiency savings. These options largely involve achieving the same outcomes for residents by doing things differently. The total budget proposals include efficiency savings of £13.1m in 2024-24 (detailed in appendix B).

Income Generation

63. As the council looks for ways to protect front line services, consideration is given to maximising the council's income generation by seeking income streams in line with council policies and priorities. The council will seek to generate additional income by reviewing fees, charges and contributions and seeking further opportunities to provide commercial services. The total budget proposals include additional income generation of £7.5m in 2024-25 (detailed in appendix C).

Savings Impacting on Service Delivery

64. Wherever possible, the aim is to continue to protect front line services from saving reductions. However, the extent of the government austerity measures means that after careful consideration, it is inevitable that some service reductions will be required to balance the budget. The schedules at appendix D propose savings of £0.2m with potential to impact on service delivery.

Commitments

65. A detailed list of all commitments can be found in Appendix E. The overarching theme of these commitments is to protect frontline service and to ensure that service budgets are sustainable, particularly to support budget pressures.

FEES AND CHARGES

66. Under Part 3C of the constitution, cabinet is responsible for the approval of new fees and charges and agreement of charging levels in line with the medium term resources strategy. Draft fees and charges schedules for 2024-25 were noted by December Cabinet. The final schedules are at Appendix F. There are no material changes to the draft schedules of fees and charges and all changes from the draft fees and charges schedules have been highlighted.

USE OF RESERVES AND BALANCES

67. It is a statutory requirement under Sections 32 and 43 of the Local Government Finance Act 1992 for councils to have regard to the level of reserves needed for meeting estimated future expenditure. It is the responsibility of the Section 151 officer to exercise judgement about the adequacy of reserves and is required to provide the necessary assurances as part of the budget report.

68. Reserves can be classed as either general balances or earmarked reserves and represent funds that are not part of the normal recurring budget of the council but are distinct 'pots' of finite funds. General reserves are held as a safeguard against unforeseen events and to ensure the council has sufficient funds to meet cash flow requirements. Earmarked reserves are held for specific purposes to meet operational commitments, risks or for strategic investment.
69. Reserves should only be used for unforeseen emergencies; mitigation of known risks; pump priming for investment; smoothing of spending fluctuations; or short-term transitional support. Reserves should not be used to support ongoing expenditure commitments or as a substitute for delivering an annually balanced budget. For a number of years previously, the council had planned for the use of reserves to help smooth the impact of government funding reductions and other budget pressures especially during the period of austerity. Not only did this help to protect council services but it has also allowed time to transition towards new ways of working, productivity improvements and efficiencies.
70. Without adequate reserves, the council could be faced with making immediate in-year savings to meet any shortfall and thereby disrupting service delivery. The council will continue to closely monitor the medium-term picture for both ongoing future income and expenditure to ensure financial sustainability into the future. The Strategic Director of Finance considers the level of earmarked reserves as adequate to support the council during the immediate term, however the current uncertainty in the UK and the global economic climate remain a material concern.
71. In 2023-24, the council included £2.5m of drawings from reserves to set a balanced budget. The budget proposals for 2024-25 include the same contribution of £2.5m from general reserves to balance the budget. The council will continue to identify and deliver savings and manage the cost pressures outlined in this report to manage the overall required drawing on General Fund reserves during 2024-25.

HOUSING REVENUE ACCOUNT BUDGET

72. Housing Revenue Accounts (HRA's) across the country have come under increasing financial pressure in recent years as a collection of adverse factors have converged to create a perfect storm. These include;
- Government interventions to reduce social rents by 1% annually for the four years commencing April 2016, and to cap rents at 7% in 2023 when the formula would have yielded 11.1%;
 - Additional unfunded regulatory burdens arising from the recent Fire and Building Safety Acts ;
 - Exceptionally high inflation in construction markets arising from pandemic-related supply issues and the war in Ukraine;
 - The tripling of interest rates between December 2021 and December 2023.

73. The impact of government rent interventions alone has reduced the council's rental income by £40m each year. As reported at cabinet in January, Southwark's HRA is now facing an in-year overspend of £16.8m with reserves of just £19.5m and immediate action is required to ensure the ongoing sustainability of the account.
74. To address the immediate threat and ensure long-term resilience, the council has drafted a medium-term HRA Recovery plan in two phases;
75. **Phase 1** seeks to swiftly reduce revenue spend through a range of activities in order to prevent further deterioration in the financial position. This involves;
- Reducing service expenditure in 2024-25 by around 6% when compared with the 2023-24 forecast reported to cabinet at month 4.
 - Reducing the revenue contribution to the asset management capital programme and making up the difference by temporarily borrowing to fund it.
 - Disposing of some vacant and uneconomic HRA assets in order to keep borrowing (and therefore interest costs) to a minimum.
 - Pausing, or delivering differently, some pre-construction New Homes programmes.
76. **Phase 2** seeks to restore HRA budgets to a sustainable level, namely;
- Restoring the revenue contribution to the asset management capital programme to a sufficient level.
 - Increasing reserves to a prudent level.
 - Repaying any temporary borrowing undertaken during Phase 1 for the capital asset management programme.
 - Limiting any further borrowing for New Homes until rates and circumstances allow.
77. Table 4, below, outlines the first ten years of the recovery plan, including the budget for 2024-25 to be approved by cabinet at this meeting.

Table 4: HRA Budget 2023-24 to 2033-34

	PHASE 1			PHASE 2							
	2023-24 Forecast*	2024-25 Proposed Budget	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34
	£m	£m	£m	£m	£m	£m	£m	£m	£m	£m	£m
Income	(309)	(340)	(353)	(365)	(377)	(390)	(403)	(416)	(430)	(445)	(459)
Fixed Expenditure	61	66	68	70	72	73	75	77	79	81	83
Controllable Service Expenditure	169	157	162	166	170	174	179	183	188	193	197
Asset Management (AM) Budget	52	71	74	77	78	80	83	85	88	91	93
Debt Financing Costs	31	44	48	49	52	53	54	55	56	58	58
Contribution to (from) Reserves	(4)	1	1	3	5	8	12	4	2	2	2
Repay AM Borrowing	0	0	0	0	0	0	0	11	17	21	27
(Surplus) / Deficit	0	0	0	0	0	0	0	0	0	0	0
Reserves	(16)	(17)	(18)	(21)	(26)	(34)	(46)	(50)	(52)	(53)	(55)

**The latest forecast for 2023-24 is an overspend of £16.8m. The position presented in this table shows the likely outturn position after mitigating action is taken; a £3.6m draw-down from reserves and a £13.2m reduction in the revenue contribution to capital (approach approved at cabinet in January).*

Key Assumptions for the 2024-25 HRA Budget

Income

78. The primary source of HRA income is tenants rents. These were uplifted by 7.7% according to the CPI+1 formula as approved by cabinet at the January meeting. It is assumed that rents continue to rise in accordance with this formula for the remainder of the period.

Fixed Expenditure

79. These budgets include items that the council has little or no control over, including insurance costs, TMO allowances and the heating account.

Controllable Service Expenditure

80. Tenant-facing budgets within the HRA are reporting severe adverse variances in 2023-24 and therefore will be required to operate within 'cash-limited' budgets next year, set at around 6-7% below current spend levels. This equates to around an £11m reduction in spend compared with 2023-24 levels, plus any efficiencies required to absorb contractual and pay inflation. Following this initial 'right-sizing' exercise in 2024-25, budgets will be uplifted in line with inflation for the remainder of the period.

Asset Management (AM) Budget

81. The Asset Management Budget is the revenue contribution made to the Asset Management Capital Programme. From 2023-24, this budget has been reduced in order to mitigate revenue overspends and protect reserves. The corresponding shortfall in funding for the AM programme will be met via borrowing, as approved by cabinet at the January meeting. This borrowing will be repaid over the lifetime of the HRA Recovery Plan to ensure that over the long-term all borrowing headroom is used to deliver new homes. Disposals of

uneconomic assets within the HRA will be used to limit this borrowing – more detail on this can be found later in this report. Whilst current AM costs are far in excess of the available budget (due in part to significant unfunded costs arising from changes in regulation), from 2026-27 the costs and budgets should converge such that the entirety of the programme can be contained within revenue funding.

Debt Financing Costs

82. Debt Financing Costs are the revenue cost (interest payments) of the borrowing the council takes to fund its housing programme. The budget for these costs increases rapidly from 2023-24 to 2025-26 reflecting the need to borrow significant sums to deliver the remainder of the committed new build programme.

Contributions to/from Reserves

83. The council is anticipating reserves of around £16m at 31 March 2024. Ideally, for an HRA this size, the council should be holding reserves in the region of £50m. Given the significant pressures on the HRA, it is unlikely that the council will be able to make an contribution to reserves for the next five years, however the plan outlines the intention to start rebuilding reserves from 2028-29.

DISPOSAL OF LEASEHOLD AND FREEHOLD INTERESTS OF LAND AND PROPERTY HELD WITHIN THE HRA

84. As detailed in paragraphs 72-83 and paragraphs 94-96, the council's HRA and housing investment programme (HIP) are under significant financial pressure. The HIP is financed in part by capital receipts including those from disposals of voids and other surplus assets. Increasing capital receipts by disposing of uneconomic voids or surplus assets will reduce the council's borrowing requirement and therefore the interest charged to the HRA. Where properties are held in the HRA and are empty, they are subject to scrutiny in accordance with the policy outlined at paragraph 86 below. Housing properties becoming void are initially assessed for re-letting and if not suitable, formally declared surplus.
85. The properties submitted for disposal are generally in poor condition and are a financial burden on the HRA for their upkeep and maintenance. The properties often have inherent long term defects that are not cost effective to maintain. These type of properties often become complex complaints and are prone to becoming legal disrepair claims which are expensive to settle and resource intensive to manage. The properties are generally poorly insulated, energy inefficient and conducive to problems with damp. They are also prone to have other complications such as poor internal layouts, fire safety concerns for compartmentation breaches and designs that put them at greater risk in the event of a fire.
86. In December 2020, on reviewing the 2009 Voids Disposal Strategy (also updated in 2011 and 2014), Cabinet agreed the following criteria for disposal which will continue to apply:-

- Void properties valued over £600,000*;
- Listed residential properties;
- Properties deemed uneconomic to repair, following consideration of its value as a long term asset to the council and in parallel with available resources in the annual major voids repair budget**;
- Properties with inappropriate layouts eg, where a bathroom is off a bedroom and where changes to the layout are restricted or uneconomic;
- Flats in a house with an already high level of leaseholders or Bedsit, 1 & 2 bed, converted street flats above the ground floor and where sale would potentially allow the disposal of the freehold;
- Prefabricated bungalows.

** Where properties are identified for disposal under the £600,000 value criterion, at least one of the other criteria should also apply.*

*** All properties will compare the cost of maintaining the void in our stock against using the capital receipts for the development of new build homes, conversions, roof top homes giving consideration to the neighbourhood tenure mix.*

87. In addition to major voids, there are other assets held in the HRA which sometimes become surplus to requirements. These include former hostels, commercial property and land. Each asset for potential disposal is considered on its merits, in terms of service needs, capital investment needed and revenue raising ability. If an alternative use is not identified then they are declared surplus by the service head and agreed for disposal by the Head of Property.
88. There is a continual loss of rental income from empty properties, which are a financial burden to the council for general maintenance and upkeep, so there is a growing cost as well as loss of revenue for the time that they spend vacant and in the council's possession. There has been a recent rise in complaints from neighbours regarding the length of time properties have been vacant for, as well as general maintenance issues such as overgrown gardens and instances of squatting of late.
89. In order to expedite the process, maximise capital receipts (to reduce borrowing), and in recognition of the significant growth in property values in recent years, cabinet is asked to raise the threshold at which disposal decisions are made by cabinet to £3m. Specifically, cabinet is asked to amend paragraph 13 in Part 3C, which applies to disposals of any leasehold or freehold interests in land or property, both in the HRA and the General Fund.
90. At present the constitution at Part 3C (decisions reserved to Full Cabinet), paragraph 13 provides:

Agreement to the disposal of leasehold and freehold interests in land and property where the market value is more than £750,000 excluding Right to Buy and Leasehold Reform Act cases1 .

The proposal is to amend the constitution so that it reads::

Agreement to the disposal of leasehold and freehold interests in land and property where the market value is more than £3,000,000 excluding Right to Buy and Leasehold Reform Act cases1.

CAPITAL PROGRAMME REFRESH

91. On 17 October 2023, the medium term financial strategy and capital update report was presented to cabinet. It made clear that the inclement financial conditions – increases in the cost of borrowing, high levels of construction inflation - had significantly increased programme costs. The council's constitution requires council assembly to agree the capital strategy programme at least every four years, ensuring effective financial control and the achievement of value for money, within the provisions of financial standing orders. The capital programme has been reported to cabinet in October 2023 and January 2024. This report presents the capital refresh which will be taken to council assembly for approval in February 2024.

General Fund capital programme

92. The council undertook a full review of all capital projects, which included over 350 specific general fund projects and entailed a full recalculation and re-profiling of associated funding and costs to ensure that the programme remained affordable and aligned to council priorities. An updated capital programme was reported to January 2024 cabinet and new general fund capital bids were approved for a range of programmes. These have now been incorporated into the refreshed capital programme.
93. The refreshed general capital fund programme, including the approved new capital projects, is detailed at appendix J. This shows the total budgeted programme to 2033-34 at £505m of which approximately £385m of this, is expected to be funded from borrowing.

Housing Investment Programme (HIP)

94. The October cabinet report detailed the financial pressures on both the housing revenue account and the housing investment programme. Similar to the general fund programme, the HIP underwent a detailed review to ensure that it continued to meet the strategic aims and policy objectives of the council whilst remaining affordable and sustainable. Exposure to interest rate rises and the consequent cost of borrowing is now a key constraint on the council's 'New Build' programme, and it was made clear, that the pace of borrowing needed to reduce by slowing down or curtailing projects or by finding other sources of income including capital receipts from the sale of vacant or unproductive assets.
95. In addition, recent changes in the legislative, regulatory and policy environment have added very significant costs to the council's asset management programme. It was reported that the annual budget of £60m-£70m to undertake

capital works to its stock, was expected to reach £112m, largely on works to ensure the stock is safe- a potential funding gap in 2023-24 of around £42m.

96. The January 2024 capital monitoring report set out mitigating actions to ensure the affordability of the housing investment programme (and the sustainability of the housing revenue account). The HIP refresh is detailed in appendix K. This shows the programme to 2033-34 at £1.74bn, of which approximately £873m will be funded from borrowing.

CAPITAL PROGRAMME GOVERNANCE ARRANGEMENTS

97. Cabinet agreed in October 2023 to develop a refreshed set of governance proposals to ensure that all future capital bids remain affordable and in alignment with key council objectives. The council proposes to enhance its governance arrangements around new capital projects. All new capital bids will be reviewed:
- To ensure affordability;
 - By priority with reference to statutory requirements, the council development plan and our long term ambitions.
98. The approach taken each year will be to assess the overall funding envelope – the affordability criteria- which will be determined by the estimated capital funding available and within a predetermined and prudent limit on borrowing.
99. New capital bids from council departments will require a business case with ‘sign off’ from the respective member of the Corporate Management Team. A newly established capital board will prioritise the bids and ensure that they can be funded within the pre-defined funding envelope. It is expected that the panel will meet at least twice a year.
100. The final list of bids will be considered by the Corporate Management Team (CMT) ahead of cabinet approval.

Consultation

101. Business rate payers were consulted about the revenue budget proposals reported to cabinet in December 2023, and the capital programme, reported to cabinet in October 2023. One hundred representative businesses were chosen, including a range of rateable values and locations. No representations have yet been received.
102. Consultation on the budget was delivered through the borough’s multi-ward forums, where members and officers conducted in-person sessions directly to residents including a presentation on the council’s finances and a Q&A session.

103. The presentations covered the following areas:

- How local government finance relates to central government budget announcements
- The wider economic climate and contextual factors
- An overview of the financial arrangements of the council
- The main areas of revenue income and expenditure
- A brief look at capital spending
- How the budget is set within constrained resources
- Council tax
- The consultation and scrutiny process

NEXT STEPS

104. The next main governance steps to establishing the 2024-25 general fund revenue budget are outlined in the table below:

Date	Meeting	Report	Purpose
21 February 2024	Council Assembly	P&R strategy	Approve a balanced budget for 2024-25 and present the MTFS
23 February 2024	Council Tax Setting Committee	Setting the Council Tax 2024-25	Set the Council Tax. Committee required this year due to timing differences with the GLA budget setting process.

Community, equalities (including socio-economic) and health impacts

105. The council works in accordance with the single public sector equality duty contained within section 149 of the Equality Act 2010. This means the council must have due regard to the need to eliminate unlawful discrimination, harassment and victimisation, and advance equality of opportunity and foster good relations between different groups.

106. Transparency and fairness form part of the seven budget principles and are an underlying principle in the Borough Plan. As with the budget for 2024-25 and for previous years, each department will undertake equality analysis on its budget proposals ahead of the final decisions being taken. Where initial analysis identify potential impacts, more detailed analysis is being carried out.

107. Undertaking equality analysis helps the council to understand the potential effects that the budget proposals may have on different groups. The analysis also considers if there may be any unintended consequences and how any of these issues can be mitigated. Analysis is also undertaken to consider any crosscutting and organisation-wide impacts.

108. The Budget Equality Analysis Report 2024-25 (Appendix H) sets out the importance of the Equality Impact and Needs Analysis (EINA) being an on-going process, to be built upon as proposals are developed, consulted upon

and implemented. It is a dynamic and pro-active process, which is part of the overall Equality, Diversity and Inclusion (EDI) work in the Council. As such, it is an integral part of the implementation of the Council's EDI policy commitments as outlined in the Southwark Equality Framework (Cabinet, July 2021).

109. For some services, the budget proposals will include efficiencies that have staffing implications. As specific proposals are brought forward, and at each stage of implementation thereafter, the different impacts on different categories of staff will be assessed in accordance with the council's reorganisation, redeployment and redundancy procedures.
110. Equality analysis will continue through the cycle of planning and implementation of these budget proposals. In line with our Public Sector Equality Duty, any changes to services arising from these proposals will be implemented in such a way to not impact disproportionately on any specific section or group in our community. Where necessary, further consultation will be undertaken alongside mitigating actions. In line with the process across the council, information on the equality analysis has been shared with the relevant cabinet members so it can be considered when decisions are taken.
111. Appendix H identifies those budget savings that have a potential negative impact and where mitigating actions have been identified. The Equality and Human Rights Panel (EHRP) has provided initial feedback on the draft budget equality analysis report and related EINAs (Equality Impact and Needs Analysis). We appreciate however that more time needs to be given to EHRP in the future to provide their full feedback. The role of EHRP is as a critical scrutiny friend on the Council's Equality, Diversity and Inclusion work. EHRP are an important part of the Council's external Equality Governance.
112. The response to the Overview and Scrutiny recommendations, which incorporates the views of the Panel is detailed at Appendix I and includes further information on the equality analysis of specific budget proposals.

Climate change implications

113. The Council has reinforced its commitment to combatting carbon emissions and rising global temperatures, by declaring a Climate Change Emergency. The Climate Emergency is a major focus for the council, working in partnership with stakeholders, partners, staff and residents to tackle the effects of climate change and the risk to our planet.
114. The Council has committed to doing everything that it can to make Southwark carbon neutral by 2030.
115. How the council uses its resources has a significant impact on the borough's carbon emissions. Across the work we do from our housing investment, to investment in parks and green spaces, to infrastructure changes such as electric charging points how the council chooses to use resources all impacts on our carbon emissions. The council has agreed a climate changes strategy and action plan and is delivering the work in this to reduce the borough's

emissions. We are working to better align all aspects of the council's work to reduce carbon and contribute to our net zero commitment.

116. As the council further develops its approach, it is looking at how carbon impact is better considered in the decisions that we take including financial decisions. This includes the services that we procure as well as our direct operational emissions. Officers are currently looking at best practice in other councils as well as innovation in this area to enable decisions which are made in the council to more fully consider their carbon impact. Fuller details of the financial implications of the council's climate change impact of the budget savings and commitments can be found in the Climate Report at Appendix G.

Section 151 Officer comment on the budget (s.25 statement)

117. This section contains the Section 151 Officer's comments on the robustness of the estimates included in the budget and the adequacy of the proposed financial reserves, as required under Section 25(1) of the Local Government Act 2003.
118. Developing the budget estimates for a given financial year is an ongoing, iterative process within the medium-term financial planning cycle. This is a council-wide process involving all spending departments whereby estimates are worked up, challenged, and refined as further information becomes available. It considers the most recently available budget monitoring information and the latest assumptions for the forthcoming financial year. In particular, the proposed savings have been reviewed and signed off as deliverable by key stakeholders across the organisation. The thoroughness of this process is a source of assurance in determining that overall estimates in the budget are robust. Whilst General Fund reserves are considered adequate, and that plans to utilise £2.5m in balancing the 2024-25 budget are sustainable, HRA reserves are low both in cash terms and as a percentage of rents. The HRA Budget plan referenced in this report sets out a path to financial sustainability, including boosting reserves from £19.5m to around £50m over a ten-year period.
119. The medium-term local government funding outlook is very negative following the Autumn Statement and provisional settlement, with expected real-terms funding cuts (and potentially cash cuts) for unprotected departmental spending, including most of local government. Added to this are potential government funding reforms (including 'fair funding' and a business rates reset) on the horizon that could have a significant, negative impact on funding levels in the next Spending Review period (commencing 2025-26). All of this means that additional government funding is highly unlikely to be a route to sustaining (in the case of the General Fund) or restoring (for the HRA) financial sustainability. Accordingly, the plans laid out in this report are largely dependent on savings and resources generated locally, as opposed to relying on central government grants.

SUPPLEMENTARY ADVICE FROM OTHER OFFICERS

Assistant Chief Executive (Governance and Assurance) – NK/NST010224

120. The constitution determines that cabinet consider decisions regarding the strategic aspects of the regulation and control of the council's finances. The council has a legal obligation to set a balanced budget on an annual basis as prescribed in the Local Government and Finance Act 1992 and associated Regulations. The issues contained in this report will assist in the future discharge of that obligation.
121. Normally the disposal of land where the market value is more than £750,000 is a matter reserved to the Council's cabinet, subject to some exceptions, by virtue of Paragraph 13 of Part 3C of the Council's constitution. This report proposes to vary Paragraph 13 of Part 3C of the Council's constitution by increasing the financial threshold at which the disposal of land is a matter reserved to the Council's cabinet from a market value of more than £750,000 to a market value of more than £3,000,000 for the reasons given in paragraphs 72 to 83, 94 to 96 and 84 to 90. Cabinet may agree this amendment to the Constitution pursuant to Paragraph 22 of Part 3B of the constitution,
122. The council is required under section 149 of the Equality Act 2010 to have due regard to the need to:
- Eliminate unlawful discrimination harassment and victimisation
 - Advance equality of opportunity between people who share protected characteristics and those who do not
 - Foster good relations between people who share protected characteristics and those who do not.
123. Decision makers must understand the effect of policies, practices and decisions on people with protected characteristics.
124. Equality analysis is the mechanism by which the council considers these effects. The report sets out how it is proposed equality analysis will be undertaken in relation to the budget proposals.
125. It is essential that cabinet give due regard to the council's duty under the Equality Act 2010 and the implications for protected groups in the context of that duty in relation to this decision and future decisions on the budget proposals.

REASONS FOR URGENCY

126. The cabinet is required to prepare a budget proposal for submission to council assembly. This is the last cabinet meeting before council assembly on 21 February 2024 and the Council Tax Setting Committee on 23 February. The Local Government Act 1992 requires that billing authorities complete and approve their budgets and set a council tax before 11 March immediately prior to the start of the financial year on 1 April.

REASONS FOR LATENESS

127. The council is committed to publishing budget proposals at the earliest possible opportunity to ensure they are available to the public for comments and questions. Presenting this report to December 2023 cabinet gave the opportunity for debate and scrutiny prior to presentation of budget figures to cabinet in February 2024. Under the council's constitution, there is a requirement for the overview and scrutiny committee to review and challenge budget proposals and this took place on 22 and 23 January 2024.

BACKGROUND DOCUMENTS

Background Papers	Held At	Contact
Policy and Resources Strategy: 2024-25 Updated Financial Remit Cabinet, 5 December 2023 - Agenda Item 14	160 Tooley Street PO Box 64529 London SE1P 5LX	Tim Jones 020 7525 1772
Review of Void Disposal Strategy, December Cabinet 2020 Cabinet, 8 December 2020 - Agenda Item 19	160 Tooley Street PO Box 64529 London SE1P 5LX	Tim Jones 020 7525 1772

APPENDICES

No:	Title
Appendix A	Departmental Narratives
Appendix B	Proposed Efficiencies and Improved Use of Resources
Appendix C	Proposed Income Generation
Appendix D	Proposed Savings Impacting on Service Delivery
Appendix E	Proposed Commitments
Appendix F	Fees & Charges
Appendix G	Climate Report
Appendix H	Budget Equality Analysis Report 2024-25
Appendix I	Overview and Scrutiny Committee (OSC) recommendations and Responses
Appendix J	General Fund Capital Programme
Appendix K	Housing Investment Programme

AUDIT TRAIL

Cabinet member	Councillor Stephanie Cryan Cabinet Member for Communities, Democracy & Finance	
Lead officer	Clive Palfreyman – Strategic Director of Finance	
Report author	Timothy Jones – Director of Corporate Finance	
Version	Final	
Dated	2 February 2024	
Key Decision?	Yes	
CONSULTATION WITH OTHER OFFICERS / DIRECTORATES / CABINET MEMBER		
Officer Title	Comments Sought	Comments included
Assistant Chief Executive (Governance and Assurance)	Yes	Yes
Strategic Director of Finance	Yes	Yes
Cabinet Member	Yes	Yes
Date final report sent to constitutional team		2 February 2024

STRATEGY AND COMMUNITIES

Overview

- A.1. The Strategy and Communities department brings together corporate functions and is responsible for the council's strategic core. The vision for the department is to work in partnership to support everyone who has a stake in our borough to deliver the Southwark 2030 Strategy and associated transformation and change. Our strategic intent is to use modern change techniques, skills and insight to provide impactful support to our organisation, our partners and our community to sustain the work and focus which will be required to deliver the 2030 vision and transformation priorities of the council.
- A.2. The purpose of Strategy and Communities is to ensure that that the council has the corporate services that effectively enable the organisation to achieve the priorities and commitments set out in the Council Delivery Plan, and more widely Southwark 2030 and the transformation priorities associated with that vision.
- A.3. The department comprises the council's strategy, communications, engagement and change functions alongside the equality, diversity and inclusion team, emergency planning, Chief Executive's and executive support and Leader's and Cabinet Office
- A.4. The departments provides strategic leadership and has responsibility for our framework for equality, diversity and inclusion ensuring this is at the heart of our transformation agenda of people power, thriving neighbourhoods and closing the gap in all we do.
- A.5. The department includes the emergency planning team, leading on the council's overall emergency plan and ensuring the Council is best able to respond to emergency incidents and build community resilience.
- A.6. The department has identified savings for the forthcoming 2024-27 period amounting to £234,000. This will be achieved through effective prioritisation of business activity to release savings whilst focusing how corporate services best support the organisation to deliver cross-council projects and programmes.
- A.7. The department has a commitment of £7,500 in 2024-25 to support enhancement of emergency planning and resilience support bringing this in line with resilience standards for London.

Equalities Analysis

- A.8. As specific proposals are brought forward the impacts on residents and staff will be assessed for equalities impact, although an initial assessment has not highlighted any areas of concern. Any proposals affecting staff will be assessed in accordance with the council's reorganisation, redeployment and redundancy procedures.

GOVERNANCE AND ASSURANCE

Overview

- A.9. Governance and Assurance comprises of the Constitutional Team and Member services, Legal Services. Human Resources (HR) and Organisational Development, Corporate Facilitates Management, Electoral Services, Scrutiny, and information Governance
- A.10. HR and Organisational Development includes the council's key enabling functions to support service delivery council wide alongside leadership of workforce strategy and planning.
- A.11. Legal services is a trading service offering legal support to all parts of the council. It covers the whole range of local authority legal work including corporate advice; advice in relation to governance matters, contract formation and advice, litigation and advice departmental specialisms; and general litigation including debt collection.
- A.12. Constitutional and Member Services - support member level decision making at council meetings and in individual decision making. The team provides Constitutional advice and support to the Mayor/Civic Office, councillors, officers and the general public ensuring the decision making process is efficient, open and accountable to local people. The constitution is maintained by the team and this provides the framework for the council's decision making processes.
- A.13. Scrutiny - The scrutiny team provides advice, research and meeting support to the members of the overview and scrutiny committee and its commissions to enable the effective undertaking of the council's scrutiny function, working towards driving improvement in public services.
- A.14. Information Governance are responsible for advising and supporting all staff on data protection, data breaches, data sharing, data rights, information requests and records management matters
- A.15. Electoral Services team are responsible for electoral registration, all electoral events and polling district boundary reviews. The team provide support to the Electoral Registration Officer and to the Returning Officer, both statutory roles with personal responsibility for delivery.
- A.16. Corporate Facilities Management oversee the management, repair, maintenance, compliance and provision of facilities management and workplace related services to the council's operational and non-housing estate. CFM manage a broad range of essential corporate support contracts (printing services, archiving and storage, couriers, taxis, furniture, stationary, postage etc.). Human Resources and Organisational Development - includes the council's key enabling functions to support service delivery council wide alongside leadership of workforce strategy and planning:-

A.17. The department has identified savings for the forthcoming 2024-27 period amounting to £3.3m. This will be achieved through reorganisation of staffing structures and review of processes to achieve efficiencies, rationalisation of council staff accommodation and disposal of buildings as well as innovative ideas for income generation. The department has a small budget commitment of £0.150m.

Equalities Assessment Summary

A.18. Equalities analyses of the impact of the proposed savings and commitments over the 3 year period are assessed as low.

CHILDREN'S AND ADULTS' SERVICES

Overview

- A.19. Children's and Adults' Services represents approximately half of the council's general fund budget. The department provides a wide range of services, including social care, education and public health, to all sections of the population in Southwark.
- A.20. The budget proposals for 2024-25 are made up of a combination of efficiencies that are a continuation of tried and tested approaches as well as proposals that relate to change in the way services are delivered to achieve better value for money. The proposals aim to ensure minimal impact on statutory and front line services and some of them focus on redesigning the back office functions as well as maximising income generation. In the current economic climate, the cost of living crisis and higher than 'normal' inflation increases, these are difficult financial decisions to make, but are consistent with the council's vision of a fairer future for all.
- A.21. For several years now, the council, in partnership with the NHS, voluntary sector colleagues, and independent sector providers, have provided a safe social care service with good outcomes and within budget. The sector continues to struggle with the combined effects of austerity, demand pressures, workforce challenges, continued funding uncertainty, as well as taking on significant burdens as a result of the cost of living crisis.
- A.22. The department is also proposing a commitment in order to address the increasing pressure on the home to school transport. The increase in demand for special education needs support as well as the inflationary increases led to significant cost pressures for the service. While the service is working on mitigating actions such as implementation of the independent travel training, promoting direct payments and further review of the 16-25 transport it is expected that some investment in the service will be necessary over the next few years to get it onto a sustainable position.
- A.23. The Dedicated Schools Grant (DSG) is forecasting a small favourable variance which is broadly in line with the Safety Valve commitments and DSG Management Plan agreed with the Department for Education (DfE). As per the Safety Valve agreement the DfE agreed to provide additional funding to support the writing off of the accumulated DSG deficit balance if the council achieves the agreed targets. Currently the council is on track to meet these targets to achieve an in-year balanced position by 2024-25.

Equalities Analysis

- A.24. The equalities analysis is completed and contributing to the overall equalities and climate assessments. The impact is mitigated by alternative offers of services, support or personal budgets, as per service user choice, in line with the Care Act eligibility and national legislative thresholds and government guidance.

A.25. In line with our Public Sector Equality Duty, any changes to services arising from these proposals will be implemented in such a way so as to not impact disproportionately on any specific section or group in our community. The equality analysis looks for any cumulative impacts. In line with the process across the council, information on equality analysis will be shared with decision-makers for consideration before any decisions are taken.

A.26. The vision set out in the council's delivery plan are reflected in the proposals set forth as is a shift upstream to prevention and early help, recognising the evidence base and the outcomes that can be achieved by offering our residents good universal services.

HOUSING

Overview

- A.27. The department comprises a diverse range of services funded from both the general fund and the ring-fenced housing revenue account (HRA) for landlord services. The department aims to maximise investment in its housing stock, build new council homes at council rents, deliver consistently high quality services and continue to support the most vulnerable residents, particularly those in need of temporary housing. These ambitions have to be affordable and the council must ensure long term financial sustainability.
- A.28. A high proportion of the housing general fund budget is either demand driven or of a fixed contractual nature, for example, temporary accommodation and the customer contact centre, which leaves relatively little scope to make any meaningful savings towards meeting the budget gap without having a detrimental impact on services.

Asset Management

- A.29. General fund services comprise aids and adaptations, handypersons, empty homes and private sector housing renewal and building safety.

Resident Services - Temporary Accommodation (TA) and Housing Solutions

- A.30. Southwark is a leading authority on homeless prevention recognised nationally. However the cost of TA remains unremitting, driven by the growing national homelessness crisis, unaffordable private sector rented accommodation and government restrictions on Local Housing Allowance (LHA) rates meaning welfare benefits no longer cover the cost of private rented accommodation. These factors along with the unprecedented fallout of the pandemic has had a very significant impact on the council's TA budget. Furthermore, the Housing Solutions service is under similar budgetary pressure with the need for additional staff resources to cope with the demand and the rising cost of upfront incentives payable to landlords to support homeless households into private sector leased accommodation.

Equalities Assessment Summary

- A.31. The department undertakes equality analysis/screening on its budget proposals ahead of final decisions being taken. This helps to understand the potential effects that the budget proposals may have on different groups and whether there may be unintended consequences and how such issues can be mitigated. Analysis is also undertaken to consider any cross-cutting and organisation-wide impacts and continues through the cycle of planning and implementation of these proposals
- A.32. In line with our Public Sector Equality Duty, any changes to services arising from the proposals in Appendices B-E will be implemented in such a way so as to not impact disproportionately on any specific section or group in our community. Where necessary, consultation will be undertaken alongside mitigating actions where necessary. In line with the process across the council, information on the equality analysis will be shared with the relevant cabinet members so it can be considered when decisions are taken.

ENVIRONMENT, NEIGHBOURHOODS AND GROWTH

Overview

A.33. The Environment, Neighbourhoods and Growth department delivers services that make a real difference to the everyday lives of all residents and visitors. The department is focused on providing high quality services to the borough's residents and shaping those services to support the wellbeing of our residents and support the objectives of other parts of the council.

A.34. The department aims to make Southwark's neighbourhoods great places to live, places that are clean, safe and vibrant and where activities and opportunities are accessible to all. As well as our front-line environmental services we are proud to work with partners to improve health and wellbeing for all our residents through a rich leisure and cultural programme.

A.35. Many of the operational activities of the department are frontline services for the benefit of all residents: they physically improve the environment; they provide opportunities for health and enjoyment, support knowledge and learning or help improve safety and confidence. The department has six directorates, Environment, Leisure, Planning and Growth, Local Economy Team, Climate Change, Stronger neighbourhoods.

2024-25 Savings

A.36. For the forthcoming year, 2024-25, the department has identified a number of savings options and these are reflected in the detailed budget schedules for the department. Savings, efficiencies and additional income of £15m are proposed for the period 2024-25 through to 2026-27.

A.37. The department has a commitment of £1.7m in 2024-25 to support the recently insourcing leisure services pay harmonisation requirements, as well as the cost of supporting households with "No recourse to public funds".

Fees and Charges

A.38. The 2024-25 fees and charges for the department are proposed to be increased in line with inflation or benchmarked against other London Boroughs where appropriate and details are reflected in the Fees and Charges schedules for the department.

Equality Analysis

A.39. As specific proposals are brought forward the impacts on residents will be assessed for equalities impact, although an initial equalities impact assessment has not highlighted any significant concern. Any proposals affecting staff will be assessed in accordance with the council's reorganisation, redeployment and redundancy procedures.

FINANCE AND CORPORATE

Overview

A.40. The Finance Department provides strategic financial leadership for the department and Section 151 responsibilities. The department has five divisions, professional financial services, exchequer services, pensions services, the procurement advice team and technology and digital services.

A.41. In supporting the council delivery plan, the department's vision is to "make a positive difference everywhere we engage" and to be "efficient and effective in all that we do". Specifically, finance endeavours to help the council to "manage every penny as carefully as local families look after their own household budgets".

A.42. The Corporate budgets include technical accounting budgets such as Minimum Revenue Provision (MRP), treasury income and costs, pension related costs and budgets which impact across the wider council. The £4m contingency budget also sits within corporate to support the wider budget risks.

Efficiencies, Income generation and other savings

A.43. Over 70% of the departments expenditure budget is staffing costs and we are continuously reviewing services to ensure they are operating efficiently and are adapting to changing demands and caseloads so as to ensure they are fit for the future. Savings of £5.2m are proposed for the period 2024-25 through to 2026-27.

Commitments

A.44. The department is proposing a £0.3m commitment to cover the additional costs arising from the IT and licensing costs resulting from insourcing the council's leisure service.

Equality Analysis

A.45. As specific proposals are brought forward, and at each stage of implementation thereafter, the impacts on different categories of staff will be assessed in accordance with the council's reorganisation, redeployment and redundancy procedures.

	2024-25 £000	2025-26 £000	2026-27 £000	Total £000
ACE - Governance & Assurance	(370)	(1,095)	(793)	(2,258)
ACE - Strategy and Communities	(70)	(70)	(94)	(234)
Children and Adults	(7,095)	(5,889)	(3,676)	(16,660)
<i>of which</i> Adults' Social Care	(3,250)	(2,250)	(1,000)	(6,500)
<i>Children and Families</i>	(3,208)	(3,340)	(2,386)	(8,934)
<i>Education</i>	(457)	(149)	(140)	(746)
<i>Commissioning</i>	(180)	(150)	(150)	(480)
Environment, Neighbourhoods and Growth	(1,160)	(1,150)	(500)	(2,810)
Finance	(3,145)	(1,049)	(1,000)	(5,194)
Housing	-	-	-	-
Public Health	(1,239)	(180)	-	(1,419)
	(13,079)	(9,433)	(6,063)	(28,575)

Department	Division	Ref.	Description	2024-25 £000	2025-26 £000	2026-27 £000	Total £000
Children and Adults	Adults' Social Care	101	Efficiencies through promoting greater independence for clients linked to ongoing recovery post discharge through early and regular reviews and interventions such as bed-based reablement, support from occupational therapists, aids and adaptations as well as greater use of universal services and the transitioning of clients into more independent accommodation.	(2,000)	(1,500)	(1,000)	(4,500)
Children and Adults	Adults' Social Care	102	Efficiencies through maximisation of extra care, night time provision and step down accommodation.	(500)	(500)		(1,000)
Children and Adults	Adults' Social Care	103	Efficiency as result of review and re-distribution of work across Adults' Social Care	(500)			(500)
Children and Adults	Adults' Social Care	105	Telecare transformation	(250)	(250)		(500)
Children and Adults	Children and Families	106	Consolidation of performance and data functions, enabled through modernisation and digital transformation of performance frameworks and systems	(300)			(300)

Department	Division	Ref.	Description	2024-25 £000	2025-26 £000	2026-27 £000	Total £000
Children and Adults	Children and Families	107	Modernisation of business management and administration capacity through digital transformation	(354)	(498)	(498)	(1,350)
Children and Adults	Children and Families	108	Reformed service delivery and development of an enhanced pathway to independence for Care Leavers	(746)	(400)	(402)	(1,548)
Children and Adults	Children and Families	109	Continued reduction of numbers of children in care, and in high cost placements, through ongoing investment in effective services to support children and families.	(1,063)	(1,800)	(1,180)	(4,043)
Children and Adults	Children and Families	110	Transformation of Children and Family Centres into Family Hubs, making most efficient and effective use of partnership early help resources and capacity to reduce higher end late intervention for supporting families. This efficiency also takes into account a 21% reduction in the number of 0-4 year olds in recent years.	(185)	(150)	(100)	(435)
Children and Adults	Children and Families	111	Review staffing structure whilst protecting statutory functions within children's social care.	(380)	(312)	(206)	(898)
Public Health	Public Health	112	Efficiencies in the Public Health workforce.	(200)			(200)
Public Health	Public Health	113	Free school meals - reduced numbers due to falling pupil numbers.	(221)	(180)		(401)
Public Health	Public Health	114	Efficiencies in delivery of sexual health service provision.	(228)			(228)
Public Health	Public Health	115	Efficiencies in delivery of Healthy Adults health promotion and outreach services	(230)			(230)
Public Health	Public Health	116	Efficiencies in delivery of Children and Young People outreach services	(360)			(360)
Children and Adults	Education	119	Review all support functions across the division (business support, finance, project support, data and performance and data)	(125)			(125)

Department	Division	Ref.	Description	2024-25 £000	2025-26 £000	2026-27 £000	Total £000
Children and Adults	Education	120	Consolidation of council work relating to information advice and guidance, work placements and post-16 provision.		(9)		(9)
Children and Adults	Education	122	Prioritise delivery of Education Psychology Team to delivery of statutory duties and support to the most in need pupils		(140)	(140)	(280)
Children and Adults	Education	123	Integration of Early Years support into Family Hubs neighbourhood delivery models	(152)			(152)
Children and Adults	Education	124	Savings through senior management reductions through joining Children and Families, and Education Services.	(180)			(180)
Children and Adults	Commissioning	125	Reduction in contribution to costs related to insourced hostels due to consolidation from 6 to 5 buildings due to improved flow of support and continued home first approach.	(100)			(100)
Children and Adults	Commissioning	126	Reduction in training budget to reflect actual spend over the last few years	(5)			(5)
Children and Adults	Commissioning	127	Funding from PH Grant to support the commissioning activities related to the division in terms of procurement and commissioning.	(35)			(35)
Children and Adults	Commissioning	128	Rationalisation of ancillary software (small ICT contracts)	(40)			(40)
Children and Adults	Commissioning	129	Rationalisation of use of ICT systems for record keeping into a single database		(150)	(150)	(300)
ACE - Governance & Assurance	Corporate Facilities Management	131	Rationalisation of the corporate estate including Talfourd House, Curlew House, 47B East Dulwich Road and Sumner Road	(270)	(220)		(490)
Finance	Exchequer Services	132	Review of corporate contact centre/Exchequer customer services to promote digital first, align performance standards/look at generating economies and consistent approaches to performance management.	(80)			(80)
ACE - Strategy and Communities	ACE-S&C	135	Rationalisation of the three year strategy for the Strategy and Communities team and activity to ensure the target operating model is contained within a fixed financial envelope.	(70)	(70)	(94)	(234)

Department	Division	Ref.	Description	2024-25 £000	2025-26 £000	2026-27 £000	Total £000
Environment, Neighbourhoods and Growth	Waste & Cleansing	136	Resolution of outstanding contract issues within the Waste Management contract	(800)			(800)
Environment, Neighbourhoods and Growth	Planning & Growth	138	Reorganisation of Property and Sustainable Growth Division	(100)	(200)		(300)
Environment, Neighbourhoods and Growth	Communities	139	Review of Communities directorate structure	(60)			(60)
Environment, Neighbourhoods and Growth	All	142	Conduct a review of expenditure and income in the light of regional and national benchmarks particularly where current financial performance indicates that Southwark is a high-spend council, and consider options for change.		(500)	(500)	(1,000)
Environment, Neighbourhoods and Growth	Waste & Cleansing	143	Reduction in property related costs (utilities/rent/service charges) by relocating Cleansing and Grounds maintenance services from Sandgate Industrial Estate		(450)		(450)
Finance	Technology and Digital Services	144	Savings arising from the replacement of circuits across council buildings as part of the national switchover of the Public Switched Telephone Network from analogue to digital. Savings will accrue across council departments.	(150)			(150)
Finance	Technology and Digital Services	145	O2 mobile phone Contract Renegotiation and allocation policy review	(75)	(75)	(50)	(200)
Finance	Corporate	146	Efficiencies through centralising of some departmental IT support teams into the Tech & Digital service.		(200)		(200)
Finance	Technology and Digital Services	147	Technology and Digital Service staffing review		(80)		(80)
Finance	Exchequer Services	148	Income collection staffing re-organisation	(370)			(370)
Finance	Exchequer Services	149	Merging of contact centres	(220)			(220)

Department	Division	Ref.	Description	2024-25 £000	2025-26 £000	2026-27 £000	Total £000
Finance	Exchequer Services	150	Increased collection of Council Tax through reducing debt arising through the Council Tax Reduction Scheme (CTRS) following migration to Universal Credit		(250)		(250)
Finance	Corporate	151	Finance system replacement			(600)	(600)
Finance	All	152	Review and reduction of debt provision (cross cutting), in tandem with refresh of debt recovery approach and processes.	(350)	(350)	(350)	(1,050)
Finance	All	153	Removal of risk premium on employers' pension contributions for decarbonisation strategy following above benchmark fund performance.	(1,600)			(1,600)
Finance	Professional Finance Services	154	Reorganise Professional Finance Services to increase value-adding activity.	(50)			(50)
ACE - Governance & Assurance	Corporate Facilities Management	160	More efficient use of resources for Helpdesk		(200)		(200)
ACE - Governance & Assurance	Corporate Facilities Management	163	Development of a corporate landlord model, inc. standardised approach to facilities management and opportunities for further income generation		(350)	(350)	(700)
ACE - Governance & Assurance	All	164	Rationalisation of staffing structures across Governance & Assurance.	(100)	(125)	(125)	(350)
ACE - Governance & Assurance	HR & OD	165	Reduced spend on third party support following implementation of SAP replacement			(68)	(68)
ACE - Governance & Assurance	HR & OD	166	HR & OD staffing efficiencies resulting from the replacement of SAP			(100)	(100)
ACE - Governance & Assurance	HR & OD	167	Reduction in need to pay overtime		(150)	(150)	(300)
ACE - Governance & Assurance	Law and Governance	169	Rationalisation and efficiencies in administration of meetings		(50)		(50)

Department	Division	Ref.	Description	2024-25 £000	2025-26 £000	2026-27 £000	Total £000
Children and Adults	Children and Families	170	Public Health investment in parenting programmes (see matching commitment, line 405)	(180)	(180)		(360)
Finance	Professional Finance Services	171	Insource some Internal Audit & Anti-Fraud Support		(94)		(94)
Environment, Neighbourhoods and Growth	Waste & Cleansing	303	Re-organise the Cleaning Service to provide a more efficient management and operational structure, making better use of technology, and enhancing flexible working arrangements for staff.	(200)			(200)
Finance	Professional Finance Services	314	Delete Vacant Posts	(250)			(250)

	2024-25 £000	2025-26 £000	2026-27 £000	Total £000
ACE - Governance & Assurance	150	(1,080)	-	(930)
ACE - Strategy and Communities	-	-	-	-
Children and Adults	(2,215)	(1,800)	(1,100)	(5,115)
<i>of which</i> Adults' Social Care	(2,165)	(1,750)	(1,100)	(5,015)
<i>Children and Families</i>	-	-	-	-
<i>Education</i>	-	-	-	-
<i>Commissioning</i>	(50)	(50)	-	(100)
Environment, Neighbourhoods and Growth	(5,413)	(3,809)	(1,466)	(10,688)
Finance	-	-	-	-
Housing	-	-	-	-
Public Health	-	-	-	-
	(7,478)	(6,689)	(2,566)	(16,733)

Department	Division	Ref.	Description	2024-25 £000	2025-26 £000	2026-27 £000	Total £000
Children and Adults	Adults' Social Care	201	Telecare - Income Generation from Health related services and digital health provision	-	(250)	(250)	(500)
Children and Adults	Adults' Social Care	202	Fairer contributions to Adults Social Care	(1,665)	(1,000)	(500)	(3,165)
Children and Adults	Commissioning	203	Introducing a flat two tier fee for (1) the equipment only and (2) equipment and response service in Telecare	(50)	(50)		(100)
ACE - Governance & Assurance	Law and Governance	204	Review fees in line with inflation (still significantly lower than market rates). Necessary in order to ensure that appropriate charges are made to the HRA, other statutory accounts and to external parties where appropriate	(150)			(150)
Environment, Neighbourhoods and Growth	Waste & Cleansing	205	Increase in Waste Management fees and charges including increases in Commercial Waste, recycling and other charges and increasing the Garden Waste charge from £60 to £80 per annum, maintaining charging levels below both the London average and near neighbours.	(417)			(417)
Environment, Neighbourhoods and Growth	Regulatory	206	Phase 2 Private Rented Sector Licensing - Additional income as a result of new schemes to licence private rented sector property (phase 2 - designations 3 and 4 of selective licensing)	(1,100)			(1,100)

Department	Division	Ref.	Description	2024-25 £000	2025-26 £000	2026-27 £000	Total £000
Environment, Neighbourhoods and Growth	Traded Services	207	Increased commercialisation opportunities		(100)	(100)	(200)
Environment, Neighbourhoods and Growth	Parking, Network Management & Markets	208	Savings from investment in Active Travel	(1,240)	(620)		(1,860)
Environment, Neighbourhoods and Growth	Parking, Network Management & Markets	209	Increase in Network Management income volumes	(150)	(100)		(250)
Environment, Neighbourhoods and Growth	Parking, Network Management & Markets	210	Review of PCN charges set by London Councils (Southwark currently issues approx. 190,000).		(950)		(950)
Environment, Neighbourhoods and Growth	Environment Directorate	211	Additional Income from Increased Fees and Charges across Environment directorate services	(381)	(280)	(290)	(951)
Environment, Neighbourhoods and Growth	Planning & Growth	212	Increases in planning fees by CPI, mandatory planning fees and Community Infrastructure Levy (CIL) admin fees	(275)	(333)	(379)	(987)
Environment, Neighbourhoods and Growth	Parks and Natural Environment	213	Additional Income from Increased Fees and Charges in Leisure Services	(750)	(484)	(493)	(1,727)
Environment, Neighbourhoods and Growth	Leisure Services	214	Additional or uplifted charges in parks & leisure centre car parks, and across some other discretionary services – including tennis court hire and youth & adventure play, informed by benchmarking undertaken	(200)	-		(200)
Environment, Neighbourhoods and Growth	Leisure Services	215	Additional income as a result of revenue savings at leisure centres from climate work	(150)	(120)	(75)	(345)
Environment, Neighbourhoods and Growth	Leisure Services	216	Review of targeted leisure centre programmes, supported by Public Health.	(200)	(400)		(600)
ACE - Governance & Assurance	Corporate Facilities Management	217	Rental Income generation from Tooley Street		(1,080)		(1,080)
Children and Adults	Adults' Social Care	219	Better Care Fund provides a stable contribution to Adult Social Care Hospital Discharge Teams and other related services. Additional BCF has been approved.	(500)	(500)	(350)	(1,350)

Department	Division	Ref.	Description	2024-25 £000	2025-26 £000	2026-27 £000	Total £000
Environment, Neighbourhoods and Growth	Planning & Growth	220	Increases in Commercial property income from rent reviews and letting of void properties	(550)	(422)	(129)	(1,101)
ACE - Governance & Assurance	Corporate Facilities Management	424	Reduction in rental income arising from down-sizing of the ICB presence in the Tooley Street building	300	-	-	300

	2024-25 £000	2025-26 £000	2026-27 £000	Total £000
ACE - Governance & Assurance	(70)	-	-	(70)
ACE - Strategy and Communities	-	-	-	-
Children and Adults	-	(47)	(94)	(141)
<i>of which</i> Adults' Social Care	-	-	-	-
<i>Children and Families</i>	-	-	-	-
<i>Education</i>	-	(47)	(94)	(141)
<i>Commissioning</i>	-	-	-	-
Environment, Neighbourhoods and Growth	(150)	(1,340)	-	(1,490)
Finance	-	-	-	-
Housing	-	-	-	-
Public Health	-	-	-	-
	(220)	(1,387)	(94)	(1,701)

Department	Division	Ref.	Description	2024-25 £000	2025-26 £000	2026-27 £000	Total £000
Children and Adults	Education	301	Undertake review of the Southwark Information and Advice Service (SIAS) team.	-	(47)	(94)	(141)
Environment, Neighbourhoods and Growth	Regulatory	302	Review of Noise Nuisance service in order to ensure that the service continues to meet demand at the high volume times		(90)		(90)
Environment, Neighbourhoods and Growth	Parks and Natural Environment	304	Grounds Maintenance efficiencies - Idverde contract	(50)	-		(50)
Environment, Neighbourhoods and Growth	Parks and Natural Environment	305	Efficiencies in tree contract and capitalisation of some costs	(50)	-		(50)
Environment, Neighbourhoods and Growth	Leisure Services	312	Closure of Seven Islands Leisure Centre, when Canada Water leisure Centre opens		(1,000)		(1,000)
ACE - Governance & Assurance	Law and Governance	315	Rationalisation of resources in the Elections Team	(70)			(70)
Environment, Neighbourhoods and Growth	Culture Division	316	Remodelling of library service - including introduction of additional services/uses. Will be informed by usage/demand and may include some self-service and some community management.	(50)	(250)		(300)

	2024-25 £000	2025-26 £000	2026-27 £000	Total £000
ACE - Governance & Assurance	150	-	-	150
ACE - Strategy and Communities	8	-	-	8
Children and Adults	2,351	1,157	411	3,919
<i>of which</i> Adults' Social Care	415	-	-	415
<i>Children and Families</i>	-	-	-	-
<i>Education</i>	1,936	1,157	411	3,504
<i>Commissioning</i>	-	-	-	-
Environment, Neighbourhoods and Growth	1,700	-	-	1,700
Finance	286	28	-	314
Housing	-	-	-	-
Public Health	1,239	180	-	1,419
	5,734	1,365	411	7,510

Department	Division	Ref.	Description	2024-25 £000	2025-26 £000	2026-27 £000	Total £000
Public Health	Public Health	402	Food security and sustainable food strategy	90			90
Public Health	Public Health	403	School meal price increase (+ allocation methodology change)	425			425
Public Health	Public Health	404	Health outreach to health inclusion and vulnerable groups	152			152
Public Health	Public Health	405	Prevention in Children's settings	180	180		360
Public Health	Public Health	406	Investment in Community Reproductive Health services	227			227
Public Health	Public Health	408	Procurement Support to the existing commissioning team and further staffing investment in this team	85			85
Public Health	Public Health	409	Contribution to Supported Housing	80			80
Children and Adults	Education	413	Investment into Special Education Needs (SEND) transport provision to deal with demand and inflationary pressures of the service	1,936	457	411	2,804
Children and Adults	Education	414	Investment into Special Education Needs (SEND) delivery teams functions		700		700
ACE - Governance & Assurance	Law and Governance	415	Increased communications and workload associated with the Election Act - specifically the new requirement to show photo ID when voting	25	-		25
Environment, Neighbourhoods and Growth	Communities	417	Increased demand for No Recourse to Public Funds client payments and accommodation.	700			700

Department	Division	Ref.	Description	2024-25 £000	2025-26 £000	2026-27 £000	Total £000
Environment, Neighbourhoods and Growth	Leisure Services	418	Harmonisation of leisure centre staff contracts	750	-		750
Environment, Neighbourhoods and Growth	Leisure Services	419	Cost of additional repairs and maintenance in Leisure Centres	250	-		250
Finance	Technology and Digital Services	420	Increase in IT and Licensing costs arising through the in-sourcing of the council's Leisure service.	286	28		314
ACE - Governance & Assurance	Corporate Facilities Management	423	Implementation of period poverty commitment	100			100
Children and Adults	Adults' Social Care	425	Introducing an automatic disability related expenditure (DRE) disregard scheme	415			415
ACE - Strategy and Communities	ACE-S&C	426	Additional cost attached to bringing resilience support in line with resilience standards for London.	8			8
ACE - Governance & Assurance	Law and Governance	427	Overview & Scrutiny - Support costs for change in meeting style to implement the recommendations of the Scrutiny Review	25			25

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
CAS	CHILDREN AND ADULTS DIRECTORATE							
CAS	Adult Social Care	Service user contributions to cost of care	D	Fully flexible	Depends on individuals financial circumstances.	Depends on individuals financial circumstances.		Contributions are assessed based on the individual's ability to pay, in line with the council's fairer contributions.
CAS	Education - Adult Community learning	Childcare fees per hour	D	Fully Flexible	6.60	7.05	6.82%	Sept CPI (rounded to nearest 5p)
CAS	Education - Adult Community learning	Childcare fees per week	D	Fully Flexible	264.00	281.70	6.70%	Sept CPI (rounded to nearest 5p)
CAS	Education - Adult Community learning	Adult Learning Standard Fee per hour	D	Fully Flexible	5.50	5.85	6.36%	Sept CPI (rounded to nearest 5p)
CAS	Education - Adult Community learning	Adult Learning Standard Fee per hour (arts and creative sessions)	D	Fully Flexible	6.60	7.05	6.82%	Sept CPI (rounded to nearest 5p)
CAS	Education - Adult Community learning	Adult Learning Concessionary fee per hour	D	Fully Flexible	2.75	2.95	7.27%	Sept CPI (rounded to nearest 5p)
CAS	Education - Adult Community learning	Supply Chain Fees and Services	D	Capped	Up to 15% allocated funding	Up to 15% allocated funding		The Mayor has set a max of 20% however Southwark ALC charges 15% to allow for more funding to directly benefit Southwark adult learners.
Corporate	CORPORATE							
Corporate	REGISTRARS	Marriage Ceremonies Mon to Thu Approved Premises before 5pm	D	Fully Flexible	710.00	755.00	6.34%	Sept CPI (rounded to nearest £)
Corporate	REGISTRARS	Marriage Ceremonies Fri/ Sat Approved Premises before 5pm	D	Fully Flexible	855.00	912.00	6.67%	Sept CPI (rounded to nearest £)
Corporate	REGISTRARS	Marriage Ceremonies BH Sun Approved Premises	D	Fully Flexible	910.00	970.00	6.59%	Sept CPI (rounded to nearest £)
Corporate	REGISTRARS	Marriage Ceremonies Mon to Thu Approved Premises after 5pm	D	Fully Flexible	950.00	1,010.00	6.32%	Sept CPI (rounded to nearest £)
Corporate	REGISTRARS	Marriage Ceremonies Fri/ Sat Approved Premises after 5pm	D	Fully Flexible	1,030.00	1,099.00	6.70%	Sept CPI (rounded to nearest £)
Corporate	REGISTRARS	Garden Room Enhanced Ceremonies	D	Fully Flexible	365.00	389.00	6.58%	Sept CPI (rounded to nearest £)
Corporate	REGISTRARS	Garden Room Basic Ceremony	D	Fully Flexible	175.00	186.00	6.29%	Sept CPI (rounded to nearest £)
Corporate	CITIZENSHIP	Private citizenship Single individual family	D	Fully Flexible	360.00	384.00	6.67%	Sept CPI (rounded to nearest £)
Corporate	CITIZENSHIP	Private citizenship 2-3 individuals family	D	Fully Flexible	260.00	277.00	6.54%	Sept CPI (rounded to nearest £)
Corporate	CITIZENSHIP	Private citizenship 4-5 individuals family	D	Fully Flexible	220.00	235.00	6.82%	Sept CPI (rounded to nearest £)
ENG	ENVIRONMENT, DIRECTORATE							
ENG	WASTE & CLEANSING SERVICES							

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG	WASTE DISPOSAL	Gate fee at Old Kent Road Waste Facility for non hazardous waste (charge per tonne)	D	Fully flexible	208.70	225.00	7.81%	Based on waste contract inflation estimation using August 2023 inflation levels for RPIX and Labour index measures used in contract definitions. Actual contract indexation for 2024/25 is fixed in mid February 2024 when January 2024 index data is published.
ENG		Hazardous wastes	D	Fully flexible	Prices on request	Prices on request	n/a	Hazardous Waste may require special management processes, and are charged at cost as invoiced by the Council's contractor, with an admin/overhead supplement of 20%
ENG		Tyres (charge per tonne)	D	Fully flexible	356.40	384.20	7.80%	Based on waste contract inflation estimation using August 2023 inflation levels for RPIX and Labour index measures used in contract definitions. Actual contract indexation for 2024/25 is fixed in mid February 2024 when January 2024 index data is published.
ENG		Charges for the disposal of litter and waste collected by other land owners (charge per tonne)	D	Fully flexible	127.35	140.10	10.01%	Actual contract costs for third party tonnage has risen substantially as a result of higher recovery and disposal costs for treated waste. Higher than inflation increase in charges to recover higher costs.
ENG	RECHARGEABLE HOUSEHOLD WASTE SERVICES	Green waste disposal charges to Parks unit contractor.	D	Fully flexible	86.65	86.65	0.00%	No increase proposed. This is to encourage separation of parks green waste for disposal at the Integrated Waste Management Facility which has the potential to improve the recycling rate achieved.
ENG		Weekly Container Hire & Maintenance Charges						
ENG		35yd Roll on Roll off	D	Fully flexible	22.00	23.75	7.95%	Based on waste contract inflation estimation using August 2023 inflation levels for RPIX and Labour index measures used in contract definitions. Actual contract indexation for 2024/25 is fixed in mid February 2024 when January 2024 index data is published.
ENG		Chamberlain / Paladin	D	Fully flexible	3.40	3.40	0.00%	Benchmarked Rates
ENG		1100 litre Eurobin	D	Fully flexible	3.40	3.40	0.00%	
ENG		660 litre Eurobin	D	Fully flexible	3.10	3.10	0.00%	
ENG		Household Refuse Collections - Non Domestic premises						
ENG		Clinical Waste Bags (per bag)	D	Fully flexible	5.00	5.40	8.00%	Based on waste contract inflation estimation using August 2023 inflation levels for RPIX and Labour index measures used in contract definitions. Actual contract indexation for 2024/25 is fixed in mid February 2024 when January 2024 index data is published.
ENG		1100 litre. Eurobin (hire and collection)	D	Fully flexible	16.40	17.70	7.93%	Based on waste contract inflation estimation using August 2023 inflation levels for RPIX and Labour index measures used in contract definitions. Actual contract indexation for 2024/25 is fixed in mid February 2024 when January 2024 index data is published.
ENG		660 litre. Eurobin (hire and collection)	D	Fully flexible	10.00	10.80	8.00%	Actual contract indexation for 2024/25 is fixed in mid February 2024 when January 2024 index data is published.
ENG		Bulky Waste Collections						
ENG		Bulky Household Waste Collections for residents (up to 10 items)	D	Fully flexible	35.00	35.00	0.00%	Benchmarked Rates
ENG		Bulky Household Waste Collections for landlords (up to 5 items)	D	Fully flexible	79.60	85.85	7.85%	Based on waste contract inflation estimation using August 2023 inflation levels for RPIX and Labour index measures used in contract definitions. Actual contract indexation for 2024/25 is fixed in mid February 2024 when January 2024 index data is published.
ENG		Collection of dead animals from private properties	D	Fully flexible	100.00	106.70	6.70%	Based on September 2023 CPI - Rounded
ENG		Household Garden Waste Collections						
ENG		Household garden waste collection service - annual subscription charge	D	Fully flexible	60.00	80.00	33.33%	Benchmarked Rates
ENG		Brown garden waste bags - batch of 20 pre-paid bags	D	Fully flexible	30.00	40.00	33.33%	

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG	PARKING SERVICES							
ENG	ON STREET PARKING							
ENG	Pay & Display	Zone C1, C2, D, G, GR & F (per hour) Pay by phone or Paypoint / Diesel surcharge	D	Fully flexible	11.25	12.10	7.56%	Fees set at appropriate levels for traffic management reasons and are varied to manage limited road space based on surveys of our kerb space use. Benchmarking indicates no increase above inflation necessary this year. Diesel Surcharge increased to support S.42.3 Air Quality strategy. Cash Machines will be removed, payment in Paypoint Shops added. Two tariffs inner and outer zone to take over from 4 existing tariffs.
ENG		Zone C1, C2, D, G, GR & F (per hour) Pay by phone or Paypoint	D	Fully flexible	7.25	7.80	7.59%	
ENG		All other Zones (per hour) Pay by phone or Paypoint / Diesel surcharge	D	Fully flexible	7.75	8.30	7.10%	
ENG		All other Zones (per hour) Pay by Phone or Paypoint	D	Fully flexible	4.75	5.10	7.37%	
ENG	OFF STREET PARKING							
ENG	Car Parks							
ENG	Peckham Car Parks per hour (amount with VAT) Cerise Road and Choumert Grove	Per Hour Paybyphone or Paypoint	D	Fully flexible	2.00	2.50	25.00%	Charges comparable to neighbouring London local authorities with similar characteristics and demographics to Southwark. To match other Southwark off street car parks - in parks and leisure centre
ENG		Per Hour Paybyphone or Paypoint - Diesel surcharge	D	Fully flexible	NEW	3.75	NEW	Charges comparable to neighbouring London local authorities with similar characteristics and demographics to Southwark. To match other Southwark off street car parks - in parks and leisure centre
ENG	Reintroduce Saturday Charges for the Peckham Car Parks per hour (amount with VAT) Cerise Road and Choumert Grove	Per Hour Paybyphone or Paypoint	D	Fully flexible	NEW	2.50	NEW	Charges comparable to neighbouring London local authorities with similar characteristics and demographics to Southwark. To match other Southwark off street car parks - in parks and leisure centre
ENG		Per Hour Paybyphone or Paypoint - Diesel surcharge	D	Fully flexible	NEW	3.75	NEW	Charges comparable to neighbouring London local authorities with similar characteristics and demographics to Southwark. To match other Southwark off street car parks - in parks and leisure centre
ENG	Season Tickets (car parks in Peckham)	Season Tickets 1 month	D	Fully flexible	60.35	64.40	6.71%	
ENG		Season Tickets 3 months	D	Fully flexible	180.00	192.10	6.72%	
ENG		Season Tickets 6 months	D	Fully flexible	344.00	367.05	6.70%	
ENG		Season Tickets 12 months	D	Fully flexible	631.00	673.30	6.70%	
ENG	PERMITS							
ENG	Doctors Permit	Per annum	D	Fully flexible	146.00	155.80	6.71%	
ENG	Professional health workers permit	Per annum	D	Fully flexible	146.00	155.80	6.71%	
ENG	Informal carers permit - On street	Per annum	D	Fully flexible	NEW	155.80		
ENG	Residents Permits - all CPZ's - ULEZ compliant/petrol - First Permit	Per annum	D	Fully flexible	225.00	247.50	10.00%	
ENG		Monthly	D	Fully flexible	27.90	20.65	-25.99%	
ENG		Quarterly	D	Fully flexible	64.60	61.85	-4.26%	
ENG		Six Monthly	D	Fully flexible	122.40	123.75	1.10%	

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG	Residents Permits - all CPZ's - Second and Subsequent permits and Diesel Non-ULEZ compliant first permit	Per annum	D	Fully flexible	300.00	320.10	6.70%	Fees set at appropriate levels for traffic management reasons and are varied to manage limited road space based on surveys of our kerb space use. The fees are in the main, in line with comparable boroughs. Where inflation rate is applied, it is rounded up to the nearest 5p. The discounts for electric vehicles to encourage their use as per S4.23 of the air quality action plan are being reduced at 5% per annum. The permit structure in the past made annual permits significantly cheaper than one month permits due to additional administration, as permits are nearly completely purchased on line this is anachronistic and therefore the residents permits now reflect their length only.
ENG		Monthly	D	Fully flexible	31.60	26.70	-15.51%	
ENG		Quarterly	D	Fully flexible	81.00	80.10	-1.11%	
ENG		Six Monthly	D	Fully flexible	155.00	160.20	3.35%	
ENG	Residents permit - Electric vehicle discount - First permit	Per annum	D	Fully flexible	75.00	82.50	10.00%	
ENG		Quarterly	D	Fully flexible	NEW	20.65		
ENG		Six Monthly	D	Fully flexible	NEW	41.25		
ENG	Residents permit - Hybrid vehicle discount - First permit	Per annum	D	Fully flexible	150.00	165.00	10.00%	
ENG		Quarterly	D	Fully flexible	NEW	41.25		
ENG		Six Monthly	D	Fully flexible	NEW	82.50		
ENG	Residents permit blue badge holders discount - All permits	Per annum	D	Fully flexible	30.00	30.00	0.00%	
ENG	Business Permits - ULEZ Vehicle	Per annum	D	Fully flexible	676.50	721.90	6.71%	
ENG	Business Permits - Diesel non-ULEZ Vehicle	Per annum	D	Fully flexible	811.80	866.20	6.70%	
ENG	Business permit - Electric vehicle discount	Per annum (A 50% discount for electric vehicle users)	D	Fully flexible	338.80	361.50	6.70%	
ENG	Business Permits - ULEZ Vehicle	Quarterly	D	Fully flexible	209.00	223.10	6.75%	
ENG	Business Permits - Diesel non-ULEZ Vehicle	Quarterly	D	Fully flexible	242.00	258.30	6.74%	
ENG	Business Permits - ULEZ Vehicle	Six Monthly	D	Fully flexible	417.00	445.00	6.71%	
ENG	Business Permits - Diesel non-ULEZ Vehicle	Six Monthly	D	Fully flexible	485.00	517.50	6.70%	
ENG	Business Permits - Discount	Per annum discounted for Professional child care providers	D	Fully flexible	146.00	155.80	6.71%	
ENG	A Permits - Paper	Per annum	D	Fully flexible	340.00	362.80	6.71%	
ENG	A Permits - Virtual	Per annum	D	Fully flexible	282.00	300.00	6.38%	
ENG	SP Permits	Per annum	D	Fully flexible	282.00	300.00	6.38%	
ENG		1 Month	D	Fully flexible	40.00	42.70	6.75%	
ENG		3 Months	D	Fully flexible	80.00	85.40	6.75%	
ENG		6 Months	D	Fully flexible	160.00	170.80	6.75%	

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG	Traders permits for permanent traders	12 months pro rata 4/5 business permit	D	Fully flexible	540.00	577.50	6.94%	
ENG	Traders permits for permanent traders - Diesel Non-ULEZ Vehicle	12 months pro rata 4/5 business permit	D	Fully flexible	650.00	693.00	6.62%	
ENG	Traders Permits	Per day	D	Fully flexible	4.50	4.80	6.67%	
ENG	Traders Permits - Diesel Non-ULEZ Vehicle	Per day	D	Fully flexible	6.20	6.60	6.45%	
ENG	Residents Visitor Permits	First book of 10 x 1 day paper vouchers	D	Fully flexible	33.80	36.10	6.80%	Based on September 2023 CPI - Rounded
ENG		Subsequent book - 10 x 1 day paper vouchers	D	Fully flexible	60.80	64.90	6.74%	Based on September 2023 CPI - Rounded
ENG		First set of 10 x 1 day virtual vouchers	D	Fully flexible	30.70	32.80	6.84%	Based on September 2023 CPI - Rounded
ENG		Subsequent sets of 10 x 1 day virtual vouchers	D	Fully flexible	55.25	59.00	6.79%	Based on September 2023 CPI - Rounded
ENG		Virtual single - 1 day parking sessions	D	Fully flexible	6.20	6.70	8.06%	Based on September 2023 CPI - Rounded
ENG		Virtual 10 - 5 hour parking sessions	D	Fully flexible	24.50	26.20	6.94%	Based on September 2023 CPI - Rounded
ENG		Virtual single - 5 hour parking sessions	D	Fully flexible	3.20	3.50	9.37%	Based on September 2023 CPI - Rounded
ENG		Virtual 10 - 1 hour parking sessions	D	Fully flexible	12.40	13.30	7.26%	Based on September 2023 CPI - Rounded
ENG		Virtual single - 1 hour parking sessions	D	Fully flexible	2.00	2.20	10.00%	Based on September 2023 CPI - Rounded
ENG	Residents Visitor Permits - Blue Badge resident discount	First book	D	Fully flexible	14.85	14.85	0.00%	No Change
ENG		Subsequent book 10	D	Fully flexible	26.65	26.65	0.00%	No Change
ENG		Virtual 10 - 5 hour parking sessions	D	Fully flexible	11.90	11.90	0.00%	No Change
ENG		Virtual 10 - 1 hour parking sessions	D	Fully flexible	5.90	5.90	0.00%	No Change
ENG	Removal Vehicle Hire	Hire of removal vehicle (3.5 hours) with staff Monday to Friday 8 am to 6.30 pm	D	Fully flexible	560.00	597.60	6.71%	Based on September 2023 CPI - Rounded
ENG		Hire of removal vehicle (3.5 hours) with staff outside of these hours Monday to Friday 8 am to 6.30 pm	D	Fully flexible	1,150.00	1,227.10	6.70%	Based on September 2023 CPI - Rounded
ENG	Suspensions							
ENG	Parking Bay Suspensions	Per Day/ car space	D	Fully flexible	45.00	48.10	6.89%	Based on September 2023 CPI - Rounded
ENG	Parking Bay Suspensions Admin Fee	Per suspension request	D	Fully flexible	79.00	84.30	6.71%	
ENG	Yellow Line dispensations	Full Day / vehicle	D	Fully flexible	45.00	48.10	6.89%	
ENG	Residents Bay - Traders Permit	Full Day / vehicle	D	Fully flexible	33.80	36.10	6.80%	
ENG	STATUTORY							
ENG	Penalty Charge Notice	North of South Circular Road	M	Fixed	130.00	130.00	0.00%	

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG			M	Fixed	80.00	80.00	0.00%	Charges set by London Councils with approval by the Mayor and Secretary of State.
ENG		South of South Circular Road	M	Fixed	110.00	110.00	0.00%	
ENG			M	Fixed	60.00	60.00	0.00%	
ENG		Discount if paid within 14 days	M	Fixed	0.50	0.50	0.00%	
ENG	Charge Certificate (PCN becomes a charge certificate after 28 days after issuing)	North of South Circular Road	M	Fixed	195.00	195.00	0.00%	
ENG			M	Fixed	135.00	135.00	0.00%	
ENG	Charge Certificate	South of South Circular Road	M	Fixed	165.00	165.00	0.00%	
ENG			M	Fixed	105.00	105.00	0.00%	
ENG	Enforcement Agents		M	Fixed	170.00	170.00	0.00%	
ENG			M	Fixed	200.00	200.00	0.00%	
ENG			M	Fixed	140.00	140.00	0.00%	
ENG			M	Fixed	110.00	110.00	0.00%	
ENG	Removals		M	Fixed	£200+£40/day	£200+£40/day	0.00%	
ENG	Bus Lanes		M	Fixed	130.00	130.00	0.00%	
ENG	Moving Traffic CCTV enforcement		M	Fixed	130.00	130.00	0.00%	
ENG	Parking enforcement		M	Fixed	130.00	130.00	0.00%	
ENG	Mobile Enforcement		M	Fixed	130.00	130.00	0.00%	
ENG	ROAD NETWORK MANAGEMENT							
ENG	London wide Permit Scheme							
ENG	Road Category 0-2 & Traffic Sensitive	Provisional Advance Authorisation	M	Capped	105.00	105.00	0.00%	As an inner London Borough the costs are at the top of the range for a permitting authority. The fees are currently set to the maximum level permitted within the Code of Practice and hence no changes are permitted under current legislation.
ENG		Major Activity	M	Capped	240.00	240.00	0.00%	
ENG		Standard Activity	M	Capped	130.00	130.00	0.00%	
ENG		Minor Activity	M	Capped	65.00	65.00	0.00%	
ENG		Immediate Activity	M	Capped	60.00	60.00	0.00%	
ENG	Road Category 3-4 & Non-Traffic Sensitive	Provisional Advance Authorisation	M	Capped	75.00	75.00	0.00%	
ENG		Major Activity	M	Capped	150.00	150.00	0.00%	

Appendix F									
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments	
ENG		Standard Activity	M	Capped	75.00	75.00	0.00%		
ENG		Minor Activity	M	Capped	45.00	45.00	0.00%		
ENG		Immediate Activity	M	Capped	40.00	40.00	0.00%		
ENG	Street Works Fees								
ENG		Sample Inspection Fees	M	Capped	50.00	50.00	0.00%	Fees for a range of inspections and fines for street works offences. These fees are all set by the Department for transport (DfT) and the Code of Practice for Inspection Fees (fees under New Road and Street Works Act 1991). The fees section 74 for overrunning works were amended in October 2012. The fees are currently set to the maximum level permitted within the Code of Practice and hence no changes are permitted under the current legislation.	
ENG		Defect inspection Fees	M	Capped	47.50	47.50	0.00%		
ENG		Third Party Inspection Fees	M	Capped	68.00	68.00	0.00%		
ENG		Fixed penalty notices for incorrect permit information	M	Capped	120.00	120.00	0.00%		
ENG		Fixed penalty notices for working without a permit	M	Capped	500.00	500.00	0.00%		
ENG		Section 74 charge Category 1 Traffic Sensitive Road - Carriageway Works Daily charge - days 1 to 3	M	Capped	5,000.00	5,000.00	0.00%		
ENG		Section 74 charge Category 1 Traffic Sensitive Road - Carriageway Works -Daily charge - day 4 ONWARDS	M	Capped	10,000.00	10,000.00	0.00%		
ENG		Section 74 charge Category 1 Road - Daily Charge Carriageway Works	M	Capped	2,500.00	2,500.00	0.00%		
ENG		Section 74 charge Category 2 Traffic Sensitive Road - Carriageway Works Daily Charge - days 1 to 3	M	Capped	3,000.00	3,000.00	0.00%		
ENG		Section 74 charge Category 2 Traffic Sensitive Road - Carriageway Works Daily Charge - day 4 onwards	M	Capped	8,000.00	8,000.00	0.00%		
ENG		Section 74 charge Category 2 Road - Daily Charge Carriageway Works	M	Capped	2,000.00	2,000.00	0.00%		
ENG		Section 74 charge Category 3 or 4 Traffic Sensitive Road - Carriageway Works Daily Charge	M	Capped	750.00	750.00	0.00%		
ENG		Section 74 charge Category 3 or 4 Road - Daily Charge Carriageway Works	M	Capped	250.00	250.00	0.00%		
ENG		Section 74 charge Category 1 Road - Daily Charge Footway Works	M	Capped	2,500.00	2,500.00	0.00%		
ENG		Section 74 charge Category 2 Road - Daily Charge Footway Works	M	Capped	2,000.00	2,000.00	0.00%		
ENG		Section 74 charge Category 3 or 4 Road - Daily Charge Footway Works	M	Capped	250.00	250.00	0.00%		
ENG		Assessment of traffic management and routes (hourly Rate)	D	Fully flexible	88.00	93.90	6.70%		Based on September 2023 CPI - Rounded
ENG		Core Testing	D	Fully flexible	256.55	273.80	6.72%		Based on September 2023 CPI - Rounded
ENG		Filming Permit up to 3 days	D	Fully flexible	51.75	55.30	6.86%		Based on September 2023 CPI - Rounded
ENG		Filming Permit up to 10 days	D	Fully flexible	85.90	91.70	6.75%		Based on September 2023 CPI - Rounded
ENG		Filming Permit over 10 days or required Traffic Order	D	Fully flexible	401.90	428.90	6.72%	Based on September 2023 CPI - Rounded	
ENG		Temporary Traffic Notice (TTN) for Filming	D	Fully flexible	616.50	657.90	6.72%	Based on September 2023 CPI - Rounded	

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG	Licensing Fees							
ENG		Hoardings/Scaffold (up to 10 metres) per month	D	Fully flexible	477.30	509.30	6.70%	Based on September 2023 CPI - Rounded
ENG		Hoardings/Scaffold (over 10 metres and up to 50 metres) per month	D	Fully flexible	636.40	679.10	6.71%	Based on September 2023 CPI - Rounded
ENG		Hoardings/Scaffold (over 50 metres) per month	D	Fully flexible	864.30	922.30	6.71%	Based on September 2023 CPI - Rounded
ENG		Crane Licences (Minor) Per crane operation 1 day	D	Fully flexible	£313.00 1st day £149.00	£334.00 1st day £159 following days	6.70%	Based on September 2023 CPI - Rounded
ENG		Containers/Site Huts/Portaloos (per month)	D	Fully flexible	344.00	367.10	6.72%	Based on September 2023 CPI - Rounded
ENG		Section 50 Licences	D	Fully flexible	738.80	788.30	6.70%	Based on September 2023 CPI - Rounded
ENG		Major Materials Licence (per sq. metre per month)	D	Fully flexible	27.00	28.90	7.04%	Based on September 2023 CPI - Rounded
ENG		Minor Materials Licence (up to 6 sq. metres)	D	Fully flexible	121.10	129.30	6.77%	Based on September 2023 CPI - Rounded
ENG		Conveyor Belt Licence (not including skip - per month)	D	Fully flexible		328.50		New fee
ENG		Hoist Licence (in addition to scaffold/hoarding licence, per month)	D	Fully flexible		328.50		New fee
ENG		Skip Licence (per month)	D	Fully flexible	93.60	99.90	6.73%	Benchmarked Rates
ENG		Street Furniture Licence Fee (per annum)	D	Fully flexible	246.70	263.30	6.73%	Based on September 2023 CPI - Rounded
ENG		Shop Front Licence (per annum)	D	Fully flexible		260.00		New licence name - same as Street Furniture but used for a different purpose.
ENG		Table & Chairs (per additional sq. metre)	D	Fully flexible	98.60	105.30	6.80%	Based on September 2023 CPI - Rounded
ENG		Street Furniture Licence/Shop front (per additional sq. metre)	D	Fully flexible	100.00	106.70	6.70%	Based on September 2023 CPI - Rounded
ENG		Advertising Board (per annum)	D	Fully flexible	98.60	103.60	5.07%	NEW FEE - For the placement of an advertising board.
ENG		Pavement Licence	D	Capped	100.00	100.00	0.00%	Maximum fee £100 as set out in Business and Planning Act 2020.
ENG		Temporary Traffic Orders (standard)	D	Fully flexible	2,587.00	2,587.00	0.00%	Benchmarked Rates
ENG		Temporary Traffic Orders (emergency)	D	Fully flexible	2,511.00	2,511.00	0.00%	Benchmarked Rates
ENG		Removal of Abandoned Vehicle from privately managed car park (each)	D	Fully flexible	150.00	150.00	0.00%	Recommended fee set out in legislation
ENG		Fixed Penalty Notices	D	Fully flexible	100.00	100.00	0.00%	Capped. Reduced by 50% if paid within 14 days
ENG		Licence Cancellation Fee	D	Fully flexible	30% of Licence fee	30% of Licence fee	0.00%	
ENG		Section 278 Overrun Charge - Category 1 Traffic Sensitive Road - Carriageway Works Daily charge - days 1 to 3	D	Capped	5,000.00	5,000.00	0.00%	
ENG		Section 278 Overrun Charge - Category 1 Traffic Sensitive Road - Carriageway Works -Daily charge - day 4 ONWARDS	D	Capped	10,000.00	10,000.00	0.00%	
ENG		Section 278 Overrun Charge - Category 1 Road - Daily Charge Carriageway Works	D	Capped	2,500.00	2,500.00	0.00%	

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG		Section 278 Overrun Charge - Category 2 Traffic Sensitive Road - Carriageway Works Daily Charge - days 1 to 3	D	Capped	3,000.00	3,000.00	0.00%	Fees as set out in legislation.
ENG		Section 278 Overrun Charge - Category 2 Traffic Sensitive Road - Carriageway Works Daily Charge - day 4 onwards	D	Capped	8,000.00	8,000.00	0.00%	
ENG		Section 278 Overrun Charge - Category 2 Road - Daily Charge Carriageway Works	D	Capped	2,000.00	2,000.00	0.00%	
ENG		Section 278 Overrun Charge - Category 3 or 4 Traffic Sensitive Road - Carriageway Works Daily Charge	D	Capped	750.00	750.00	0.00%	
ENG		Section 278 Overrun Charge - Category 3 or 4 Road - Daily Charge Carriageway Works	D	Capped	250.00	250.00	0.00%	
ENG		Section 278 Overrun Charge - Category 1 Road - Daily Charge Footway Works	D	Capped	2,500.00	2,500.00	0.00%	
ENG		Section 278 Overrun Charge - Category 2 Road - Daily Charge Footway Works	D	Capped	2,000.00	2,000.00	0.00%	
ENG		Section 278 Overrun Charge - Category 3 or 4 Road - Daily Charge Footway Works	D	Capped	250.00	250.00	0.00%	
ENG		Construction Management Plan Major	D	Fully flexible	31,600.00	33,717.20	6.70%	Based on September 2023 CPI - Rounded
ENG		Construction Management Plan Minor	D	Fully flexible	14,700.00	15,684.90	6.70%	Based on September 2023 CPI - Rounded
ENG	Development Control							
ENG		Highways Enquiries - provision of mapped drawings	D	Fully flexible	37.00	39.50	6.76%	Based on September 2023 CPI - Rounded
ENG		Highways Enquiries - provision of mapped drawings and response to enquiries	D	Fully flexible	86.00	91.80	6.74%	Based on September 2023 CPI - Rounded
ENG		Stopping Up orders	D	Fully flexible	5,210.00	5,559.10	6.70%	Based on September 2023 CPI - Rounded
ENG		Section 278 Agreements	D	Fully flexible	Calculated per development	Calculated per development		
ENG		Section 38 Agreements	D	Fully flexible	Calculated per development	Calculated per development		
ENG		Commuted sums	D	Fully flexible	Calculated per incident	Calculated per incident		
ENG		Damage to highway by third parties	D	Fully flexible	Calculated per incident	Calculated per incident		
ENG		Oversail of the highway licence (per licence)	D	Fully flexible	5,790.00	6,178.00	6.70%	Based on September 2023 CPI - Rounded
ENG	Highways	Section 184 Licenses for temporary crossovers	D	Fully flexible	3,474.00	3,706.80	6.70%	Based on September 2023 CPI - Rounded
ENG		up-front fee for consideration of domestic highways crossover application	D	Fully flexible	165.00	250.00	51.52%	This will be an upfront non-refundable fee for the investigation and feasibility for single vehicle crossovers. Most London boroughs charge an upfront fee, ranging from £100-£500. The cost reflects the staff time to carry out the investigation.
ENG	STREET MARKETS							
ENG		EAST STREET MARKET						
ENG		12 foot pitches						
ENG		Full Week (Tuesday-Sunday) - Monthly fee	D	Fully flexible	343.20	366.20	6.70%	Based on September 2023 CPI - Rounded

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG		Fruit and Veg stalls - Monthly fee			401.50	428.50	6.72%	Based on September 2023 CPI - Rounded
ENG		Tuesday – Friday & Sunday - Monthly fee			313.50	334.60	6.73%	Based on September 2023 CPI - Rounded
ENG		Fruit and Veg stalls - Monthly fee			366.30	390.90	6.72%	Based on September 2023 CPI - Rounded
ENG		Tuesday to Saturday - Monthly fee			313.50	334.60	6.73%	Based on September 2023 CPI - Rounded
ENG		Fruit and Veg stalls - Monthly fee			366.30	390.90	6.72%	Based on September 2023 CPI - Rounded
ENG		4 Day licence (including weekends) - Monthly fee			286.00	305.20	6.71%	Based on September 2023 CPI - Rounded
ENG		Fruit and Veg stalls - Monthly fee			332.20	354.50	6.71%	Based on September 2023 CPI - Rounded
ENG		Saturday and Sunday - Monthly fee			183.70	196.10	6.75%	Based on September 2023 CPI - Rounded
ENG		Fruit and Veg stalls - Monthly fee			200.20	213.70	6.74%	Based on September 2023 CPI - Rounded
ENG		Saturdays only - Monthly fee			137.50	146.80	6.76%	Based on September 2023 CPI - Rounded
ENG		Fruit and Veg stalls - Monthly fee			126.50	135.00	6.72%	Based on September 2023 CPI - Rounded
ENG		Sundays only - Monthly fee			114.40	122.10	6.73%	Based on September 2023 CPI - Rounded
ENG		Fruit and Veg stalls - Monthly fee			97.35	103.90	6.73%	Based on September 2023 CPI - Rounded
ENG		3 Day Licence (excluding weekends) - Monthly fee			183.70	196.10	6.75%	Based on September 2023 CPI - Rounded
ENG		Fruit and Veg stalls - Monthly fee			200.20	213.70	6.74%	Based on September 2023 CPI - Rounded
ENG		Temporary Traders - 12 foot pitch						
ENG		Weekdays Tuesday, Thursday & Friday - Daily fee	D	Fully flexible	34.10	36.40	6.74%	Based on September 2023 CPI - Rounded
ENG		Fruit and Veg stalls - Daily fee			36.30	38.80	6.89%	Based on September 2023 CPI - Rounded
ENG		Saturdays - Daily fee			36.30	38.80	6.89%	Based on September 2023 CPI - Rounded
ENG		Fruit and Veg stalls - Daily fee			40.70	43.50	6.88%	Based on September 2023 CPI - Rounded
ENG		Sundays & Wednesdays - Daily fee			28.60	30.60	6.99%	Based on September 2023 CPI - Rounded
ENG		Fruit and Veg stalls - Daily fee			25.30	27.00	6.72%	Based on September 2023 CPI - Rounded
ENG		East Street Incentives -12 foot pitch						
ENG		6 Day Trading (inc weekends) - Monthly fee	D	Fully flexible	171.60	183.10	6.70%	Based on September 2023 CPI - Rounded
ENG		Move up (daily fee)			23.10	24.70	6.93%	Based on September 2023 CPI - Rounded
ENG		Additional pitch - Daily fee			23.10	24.70	6.93%	Based on September 2023 CPI - Rounded

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG		Licensed traders - Small Markets						
ENG		Southwark Park Road - Monthly fee	D	Fully flexible	231.00	246.50	6.71%	Based on September 2023 CPI - Rounded
ENG		Tower Bridge Road - Monthly fee	D	Fully flexible	231.00	246.50	6.71%	Based on September 2023 CPI - Rounded
ENG		Peckham Pitches & Markets - Monthly fee	D	Fully flexible	231.00	246.50	6.71%	Based on September 2023 CPI - Rounded
ENG		Kiosk – Peckham Road - Monthly fee	D	Fully flexible	302.50	322.80	6.71%	Based on September 2023 CPI - Rounded
ENG		Westmoreland Rd (Mon – Sat) - Monthly fee	D	Fully flexible	143.00	152.60	6.71%	Based on September 2023 CPI - Rounded
ENG		Westmoreland Rd (Sun only) - Monthly fee	D	Fully flexible	68.20	72.80	6.74%	Based on September 2023 CPI - Rounded
ENG		Blackwood Street (Sun only) - Monthly fee	D	Fully flexible	91.30	97.50	6.79%	Based on September 2023 CPI - Rounded
ENG		Temporary Traders - Small Markets						
ENG		Weekdays - Daily fee	D	Fully flexible	28.60	30.60	6.99%	Based on September 2023 CPI - Rounded
ENG		Westmoreland Road (All days) - Daily fee	D	Fully flexible	28.60	30.60	6.99%	Based on September 2023 CPI - Rounded
ENG		Weekends - Daily fee	D	Fully flexible	28.60	30.60	6.99%	Based on September 2023 CPI - Rounded
ENG		Monday – Saturday (full week) - Weekly fee	D	Fully flexible	114.40	122.10	6.73%	Based on September 2023 CPI - Rounded
ENG		Monthly seasonal licences (i.e. Christmas tree sales)	D	Fully flexible	572.00	610.40	6.71%	Based on September 2023 CPI - Rounded
ENG		NORTH CROSS ROAD						
ENG		Licensed Traders						
ENG		Fridays - Monthly fee	D	Fully flexible	91.30	97.50	6.79%	Based on September 2023 CPI - Rounded
ENG		Saturdays - Monthly fee	D	Fully flexible	114.40	122.10	6.73%	Based on September 2023 CPI - Rounded
ENG		Fridays & Saturdays - Monthly fee	D	Fully flexible	160.05	170.80	6.72%	Based on September 2023 CPI - Rounded
ENG		Temporary Traders - NCR						
ENG		Mondays to Thursdays – Daily fee	D	Fully flexible	28.60	30.60	6.99%	Based on September 2023 CPI - Rounded
ENG		Fridays - Daily fee	D	Fully flexible	28.60	30.60	6.99%	Based on September 2023 CPI - Rounded
ENG		Saturdays - Daily fee	D	Fully flexible	40.15	42.90	6.85%	Based on September 2023 CPI - Rounded
ENG		OTHER LOCATIONS - PRIME SITES						
ENG		London Bridge Approach						
ENG		Licensed Traders - Monthly fee	D	Fully flexible	800.00	840.00	5.00%	

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG		Temporary Traders - Weekly Mon - Sun	D	Fully flexible	200.00	210.00	5.00%	Fees set to manage demand for spaces and limited capacity.
ENG		Bankside			-			
ENG		Temporary Traders - Weekly Mon - Sun	D	Fully flexible	200.00	210.00	33.33%	
ENG		Licensed Traders Monthly Fee	D	Fully flexible	800.00	840.00	NEW	
ENG		Electricity Surcharge to be added to all fees where applicable						
ENG		Lighting - 10% additional cost	D	Fully flexible	Applied to Licence Fee	Applied to Licence Fee	NEW	Fees amended to enable fair and equitable recovery of electricity costs
ENG		Hot Food / Hot Drinks - 20% additional cost	D	Fully flexible	Applied to Licence Fee	Applied to Licence Fee	NEW	Fees amended to enable fair and equitable recovery of electricity costs
ENG		Private Markets						
ENG	Tier 1	Markets with less than 10 pitches - Daily fee private public land	D	Fully flexible	140.40	147.50	5.06%	Cost Recovery
ENG	Tier 1	Markets with more than 10 pitches but less than 20 - Daily fee private public land	D	Fully flexible	280.80	294.90	5.02%	Cost Recovery
ENG	Tier 1	Markets with more than 20 pitches - Daily fee private public land	D	Fully flexible	421.20	442.30	5.01%	Cost Recovery
ENG	Tier 1	Monthly seasonal licences (i.e. Christmas tree sales)	D	Fully flexible	702.00	737.10	5.00%	Cost Recovery
ENG	Tier 1	weekly seasonal licences (i.e. Christmas tree sales)	D	Fully flexible	210.60	221.20	5.03%	Cost Recovery
ENG	Tier 2	Markets with less than 10 pitches - Daily fee private public land	D	Fully flexible	114.40	122.10	6.73%	Based on September 2023 CPI - Rounded
ENG	Tier 2	Markets with more than 10 pitches but less than 20 - Daily fee private public land	D	Fully flexible	228.80	244.20	6.73%	Based on September 2023 CPI - Rounded
ENG	Tier 2	Markets with more than 20 pitches - Daily fee private public land	D	Fully flexible	343.20	366.20	6.70%	Based on September 2023 CPI - Rounded
ENG	Tier 2	Monthly seasonal licences (i.e. Christmas tree sales)	D	Fully flexible	572.00	610.40	6.71%	Based on September 2023 CPI - Rounded
ENG	Tier 2	weekly seasonal licences (i.e. Christmas tree sales)	D	Fully flexible	171.60	183.10	6.70%	Based on September 2023 CPI - Rounded
ENG		OTHER CHARGES			-			
ENG		Registration Fee – Temporary trader 6 monthly	D	Fully flexible	46.20	49.30	6.71%	Based on September 2023 CPI - Rounded
ENG		Registration Fee – Permanent trader	D	Fully flexible	28.60	30.60	6.99%	Based on September 2023 CPI - Rounded
ENG		Renewal of Licence - Every 2 years (Biennial)	D	Fully flexible	46.20	49.30	6.71%	Based on September 2023 CPI - Rounded
ENG		Replacement Licence	D	Fully flexible	28.60	30.60	6.99%	Based on September 2023 CPI - Rounded
ENG		Replacement Pitch Plate	D	Fully flexible	28.60	30.60	6.99%	Based on September 2023 CPI - Rounded
ENG		Registration of Assistant	D	Fully flexible	28.60	30.60	6.99%	Based on September 2023 CPI - Rounded
ENG		Variation of Licence	D	Fully flexible	28.60	30.60	6.99%	Based on September 2023 CPI - Rounded

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG		Other Variations	D	Fully flexible	28.60	30.60	6.99%	Based on September 2023 CPI - Rounded
ENG		Next of Kin Transfer	D	Fully flexible	28.60	30.60	6.99%	Based on September 2023 CPI - Rounded
ENG		Second Arrears Letter	D	Fully flexible	34.10	36.40	6.74%	Based on September 2023 CPI - Rounded
ENG		Sub Committee Hearing (Panel)	D	Fully flexible	57.20	61.10	6.82%	Based on September 2023 CPI - Rounded
ENG		Dawes Street Container Space - Weekly fee	D	Fully flexible	114.40	122.10	6.73%	Based on September 2023 CPI - Rounded
ENG		Demonstrations/Promotions - Daily fee	D	Fully flexible	114-570	119.70 - 598.5	6.70%	Inflation - Rounded
ENG		Ad Hoc Admin Fee hourly rate	D	Fully flexible	28.60	30.60	6.99%	Based on September 2023 CPI - Rounded
ENG	PEST CONTROL SERVICES							
ENG	Pest Control Services - Residential Premises							
ENG		Treatment for rodents (rats and mice)	D	Fully flexible	189.15	201.90	6.74%	Based on September 2023 CPI - Rounded
ENG		Extra charge per room over 4	D	Fully flexible	47.30	50.50	6.77%	Based on September 2023 CPI - Rounded
ENG		Treatment for insects (cockroaches, tropical ants, garden ants, SPIs)	D	Fully flexible	126.05	134.50	6.70%	Based on September 2023 CPI - Rounded
ENG		Extra charge per room over 4	D	Fully flexible	31.50	33.70	6.98%	Based on September 2023 CPI - Rounded
ENG		Treatment for bed bugs, moths, fleas	D	Fully flexible	210.20	224.30	6.71%	Based on September 2023 CPI - Rounded
ENG		Extra charge per room over 4	D	Fully flexible	52.50	56.10	6.86%	Based on September 2023 CPI - Rounded
ENG		Treatment for wasps	D	Fully flexible	63.10	67.40	6.81%	Based on September 2023 CPI - Rounded
ENG		Inspection of premises for infestation all pest types	D	Fully flexible	63.10	67.40	6.81%	Based on September 2023 CPI - Rounded
ENG		Costs for bird related works	D	Fully flexible	Price on request	Price on request		
ENG		Discounted Rates @ 50%						
ENG		Discount treatment for rodents (rats, mice and squirrels)	D	Fully flexible	94.60	101.00	6.77%	Based on September 2023 CPI - Rounded
ENG		Discount treatment for insects (cockroaches, tropical ants, garden ants, SPIs,)	D	Fully flexible	63.10	67.40	6.81%	Based on September 2023 CPI - Rounded
ENG		Discount treatment for bed bugs, moths, fleas	D	Fully flexible	105.15	112.20	6.70%	Based on September 2023 CPI - Rounded
ENG		Discounted Treatment for wasps	D	Fully flexible	31.50	33.70	6.98%	Based on September 2023 CPI - Rounded
ENG		Discounted inspection of premises for infestation - all pest types	D	Fully flexible	31.50	33.70	6.98%	Based on September 2023 CPI - Rounded
ENG		Stray Dogs						
ENG		Collection fee	D	Fully flexible	37.95	40.50	6.72%	Based on September 2023 CPI - Rounded

Appendix F									
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments	
ENG		Extra night	D	Fully flexible	19.05	20.40	7.09%	Based on September 2023 CPI - Rounded	
ENG		Admin Fee	D	Fully flexible	73.33	78.30	6.78%	Based on September 2023 CPI - Rounded	
ENG	Pest Control Services - Commercial premises								
ENG		Pest Type							
ENG		Rats	D	Fully flexible	Price on request	Price on request		The service provided for commercial premises is dictated by the needs of the customer and as such prices are provided and agreed on request.	
ENG		Mice	D	Fully flexible	Price on request	Price on request			
ENG		Wasps	D	Fully flexible	Price on request	Price on request			
ENG		Fleas	D	Fully flexible	Price on request	Price on request			
ENG		Cockroaches	D	Fully flexible	Price on request	Price on request			
ENG		Pharaoh Ants	D	Fully flexible	Price on request	Price on request			
ENG		Woodlice / Garden Beetles	D	Fully flexible	Price on request	Price on request			
ENG		Bedbugs	D	Fully flexible	Price on request	Price on request			
ENG	HOUSING ENFORCEMENT (PRIVATE RENTED SECTOR)								
ENG		Licensing of Houses in Multiple Occupation (HMO) under M Licensing Scheme							
ENG		Fee on application per property for 5 lettings (plus per bedroom fee below where applicable)	D	Fully flexible	1,050.00	1,050.00	0.00%	Benchmarked Rates	
ENG		Fee per bedroom above 5	D	Fully flexible	70.00	70.00	0.00%		
ENG		Part B Fee for issue of final licence per property for 5 lettings plus per bedroom fee below where applicable (This fee is not charged where the property is not issued with a full licence)	D	Fully flexible	450.00	450.00	0.00%		
ENG		Part B Fee per bedroom above 5	D	Fully flexible	30.00	30.00	0.00%		
ENG		Licensing of Houses in Multiple Occupation (HMO) under Additional Licensing Scheme							
ENG		Part A fee on application per property	D	Fully flexible	923.00	923.00	0.00%	Benchmarked Rates	
ENG		Part B fee for issue of final licence per property (This fee is not charged where the property is not issued with a full licence)	D	Fully flexible	377.00	377.00	0.00%		
ENG		Licensing of privately rented properties under Selective Licensing Scheme							
ENG		Part A fee on application per property	D	Fully flexible	630.00	630.00	0.00%	Benchmarked Rates	
ENG		Part B fee for issue of final licence per property (This fee is not charged where the property is not issued with a full licence)	D	Fully flexible	270.00	270.00	0.00%		
ENG		Other licensing fees							
ENG		Invoicing instead of online payment - flat fee per invoice (to cover the costs of admin to process the invoice) where application has been made online but applicant cannot pay online.	D	Fully flexible	55.00	55.00	0.00%	Benchmarked Rates	

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG		Paper applications - flat fee per application, on top of standard application fee, cost covers admin officer setting up a My Southwark account for the landlord, entering the application form onto the online process and invoicing for payments.	D	Fully flexible	163.00	163.00	0.00%	Benchmarked Rates
ENG		Printing of lost licence	D	Fully flexible	5.00	5.00	0.00%	Benchmarked Rates
ENG		Financial penalty - Civil Penalty under The Housing and Planning Act 2016 for breach of specified housing offences under the HA 2004	D	Capped	Up to 30,000	Up to 30,000	0.00%	Maximum amount set by statute depending on the type of breach and other prescribed factors.
ENG		Financial penalty - Smoke and Carbon Monoxide Detector Regulations 2015 for non-compliance with a remedial notice requiring the installation of smoke or carbon monoxide alarms	D	Capped	Up to 5,000	Up to 5,000	0.00%	Maximum amount set by statute depending on the type of breach and other prescribed factors.
ENG		Section 49 Housing Act 2004						
ENG		Charging for Housing Act Notices - Houses, flats and HMOs with up to 10 households :						
ENG		Any formal notice or order served under HA 2004 that relates to 4 or more defects contributing to category 1 hazards £1000	D	Fully flexible	1,191.00	1,250.55	5.00%	Benchmarked Rates
ENG		Any formal notice or order served under HA 2004 that relates to less than 4 defects contributing to category 1 hazards £800	D	Fully flexible	953.00	1,000.65	5.00%	
ENG		Any formal notice or order served under HA 2004 that relates to 4 or more defects contributing to category 2 hazards £800	D	Fully flexible	953.00	1,000.65	5.00%	
ENG		Any formal notice or order served under HA 2004 that relates to less than 4 defects contributing to category 1 hazards £600	D	Fully flexible	715.00	750.75	5.00%	
ENG		<i>Note: Where there are category 1 and 2 hazards in the same notice/property the highest appropriate fee will be charged.</i>						
ENG		Charging for Housing Act Notices:- Houses, flats and HMOs with more than 10 households affected:						
ENG	Charging for Housing Act Notices under Part 1 of the Housing Act 2004 :- Houses, flats and HMOs with more than 10 households affected:	Charges will be calculated on a case-by-case basis to cover costs for enforcement notice under Part 1 HA04, cost of management oversight and other associated costs	D	Fully flexible	Unlimited	Unlimited	0.00%	This is to take account of the work done to enforce fire safety in the common parts of privately owned medium and high rise residential buildings (Building Safety Project/Cladding Remediation)
ENG	Regulatory Services (Environmental Health & Trading Standards)							
ENG		Regulatory services professional fees including primary authority partnerships, weights and measures testing fees and other professional fees for work undertaken by Regulatory Services.	D	Flexible	100/hour	105/hour	5.00%	For primary authority work the Regulatory and Enforcement Sanctions Act 2008 allows local authorities to charge such fees as the authority considers to represent the costs reasonably incurred by it in the exercise of its functions. Also includes weights and measures testing fees and other professional fees for work undertaken by Regulatory Services. Fee increase is in line with RPI and fee rate is comparable with other London authorities.
ENG	TRADING STANDARDS							
ENG		Penalty charge - Estate Agents Act 1979 / Estate Agents (Redress Scheme) (Penalty Charge) Regulations 2008) - estate agents redress scheme membership requirement	M	Fixed	1,000.00	1,000.00	0.00%	Fixed Fee set by statute.
ENG		Monetary penalty - The Redress Schemes for Lettings Agency Work and Property Management Work (Requirement to Belong to a Scheme etc.) (England) Order 2014 - letting agents and property managers redress scheme membership requirement	M	Capped	Amount up to 5,000	Amount up to 5,000	0.00%	Maximum amount set by statute. MHCLG guidance states the expectation is a £5,000 fine should be considered the norm. A lower fine should only be charged if the enforcement authority is satisfied of extenuating

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG		Financial penalty - Consumer Rights Act 2015 - display of fees and other information requirement for letting agents	M	Capped	Amount up to 5,000	Amount up to 5,000	0.0%	circumstances taking into account any representations made
ENG		Financial penalty - Tenant Fees Act 2019 - letting agents or landlords requiring payment of prohibited fees	M	Capped	Amount up to 30,000	Amount up to 30,000	0.0%	Maximum amount set by statute and actual penalty to be determined on a case-by-case basis in accordance with local policy and statutory guidance
ENG		Financial penalty - The Client Money Protection Schemes for Property Agents (Requirement to Belong to a Scheme etc.) Regulations 2019 -	M	Capped	Amount up to 30,000	Amount up to 30,000	0.0%	Maximum amount set by statute and actual penalty to be determined on a case-by-case basis in accordance with local policy and statutory guidance
ENG		Financial penalty - The Energy Efficiency (Private Rented Property) (England and Wales) Regulations 2015 - Minimum energy performance requirements for rented property	M	Capped	Amount up to 150,000 for commercial premises	Amount up to 150,000 for commercial premises	0.0%	Maximum amounts set by statute depending on particular breach and premises concerned. Non-domestic properties are subject to higher penalty charges
ENG		Financial penalty - The Energy Efficiency (Private Rented Property) (England and Wales) Regulations 2015 - Minimum energy performance requirements for rented property	M	Capped	Amount up to 4,000 for domestic	Amount up to 4,000 for domestic	0.0%	Maximum amounts set by statute depending on particular breach and premises concerned. Non-domestic properties are subject to higher penalty charges
ENG		Financial penalty - The Energy Performance of Buildings (England and Wales) Regulations 2012 - provision and display of energy performance certificates requirements for property for sale or rent	M	Capped	Amount from 200 to 5,000	Amount from 200 to 5,000	0.00%	Maximum amount set by statute and actual penalty to be determined on a case-by-case basis in accordance with local policy and statutory guidance
ENG		Fixed monetary penalty and non-compliance penalty - The Single Use Carrier Bags Charges (England) Order 2015 - Climate Change Act 2008 - requirement to charge for bags and related provisions	M	Capped	Amount from 200 to 20,000	Amount from 200 to 20,000	0.00%	Maximum amount set by statute and actual penalty to be determined on a case-by-case basis in accordance with local policy and statutory guidance
ENG		Non-compliance penalty - The Environmental Protection (Microbeads) (England) Regulations 2017 - prohibit the use of microbeads in rinse-off personal care products and the sale of any such products containing them	D	Capped	Up to 100% of the cost of fulfilling the remaining requirements of the compliance notice	Up to 100% of the cost of fulfilling the remaining requirements of the compliance notice	0.00%	Non-compliance penalty must be a percentage of the cost of fulfilling the remaining requirements of the compliance notice or third party undertaking. Penalty can be up to 100% of the cost described above.
ENG		Fixed monetary penalty - The Environmental Protection (Microbeads) (England) Regulations 2017 - prohibit the use of microbeads in the rinse-off personal care products and the sale of any such products containing them.	D	Fixed	200.00	200.00	0.00%	Amount fixed by statute
ENG		Variable monetary penalty and non-compliance penalty -The Energy Information Regulations 2011 - display of energy efficiency labels on appliances and information provision	M	Fully flexible	Unlimited	Unlimited	0.00%	There is no limit to the amount of a variable monetary penalty (Schedule 4 Part 1(4))
ENG		Non-compliance penalty - The Environmental Protection (Plastic Straws, Cotton Buds and Stirrers) (England) Regulations 2020 - prohibition provisions on the supply of certain plastic items	M	Capped	Up to 100% of the cost of fulfilling the remaining requirements of the compliance notice	Up to 100% of the cost of fulfilling the remaining requirements of the compliance notice	0.00%	Non-compliance penalty must be a percentage of the costs of fulfilling the remaining requirements of the compliance notice or third party undertaking. Penalty can be up to 100% of the costs described above
ENG		Fixed monetary penalty and non-compliance penalty - The Environmental Protection (Plastic Straws, Cotton Buds and Stirrers) (England) Regulations 2020 - prohibition provisions on the supply of certain plastic items	M	Capped	200.00	200.00	0.00%	Amount fixed by statute

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG		Non-compliance penalty - The Environmental Protection (Plastic Plates etc. and Polystyrene containers etc. (England) Regulations 2023	M	Capped	up to 100% of the cost of satisfying the requirements of the compliance notice	up to 100% of the cost of satisfying the requirements of the compliance notice	0.00%	Non-compliance penalty must be a percentage of the costs of fulfilling the remaining requirements of the compliance notice or third party undertaking. Penalty can be up to 100% of the costs described above.
ENG		Fixed monetary penalty - The Environmental Protection (Plastic Plates etc. and Polystyrene Containers etc.) (England) Regulations 2022	M	Fixed	200.00	200.00	0.00%	Amount fixed by statute
ENG		Financial penalty - Consumer Rights Act 2015 - secondary ticketing provisions (duty to provide information about tickets)	D	Capped	Amount up to 5,000	Amount up to 5,000	0.00%	Maximum amount set by statute and actual penalty to be determined on a case-by-case basis in accordance with local policy and statutory guidance
ENG		Penalty Notice for Disorder (PND's) - Criminal Justice and Police Act 2001 - Licensing Act 2003 offences relating to underage sales of alcohol	D	Fixed	90.00	90.00	0.00%	Amount fixed by statute. Only Accredited Persons or Police or PCSO's may issue PND's
ENG		Fixed Penalty Notice - Public Health (Control of Disease) Act 1984 - various Health Protection Regulations (Coronavirus restrictions & requirements)	D	Fixed	100 to 10,000	100 to 10,000	0.00%	Amount fixed by statute. Variable amount dependent on type of breach and whether repeated breach Maximum amount set by statute and actual penalty to be determined on a case-by-case basis in accordance with local policy and statutory guidance
ENG		Fixed Penalty - The Air Quality (Domestic Solid Fuels Standards) (England) Regulations 2020	M	Fixed	300.00	300.00	0.00%	Amount fixed by statute
ENG	NEW	Financial Penalty - Leasehold Reform (Ground Rent) Act 2022	M	Capped	500 to 30,000	500 to 30,000	0.00%	Actual penalty to be determined on a case-by-case basis in accordance with local policy and statutory guidance
ENG	FOOD SAFETY							
ENG		Food Hygiene Rating Scheme - Request for Revisit to determine new Hygiene Rating	D	Flexible	232.50	244.15	5.01%	Benchmarked Rates
ENG		Provision of Export Certificate, related Attestation and similar upon request	D	Flexible	282.95	297.10	5.00%	
ENG	LICENSING -							
ENG		Fees are generally either fixed or capped under statute. Where discretion to fix local fees is provided by statute, fees are required to reflect work undertaken in carrying out process. Fees cannot recover cost of enforcement against unlicensed operators from lawful operators. (EU Services Directive, Hemmings V WCC and Guidances). Fees must be subject to annual review.						
ENG		Gambling ACT 2005						
ENG		Regional Casino Premises Licence						
ENG		New	D	Fully- Flexible	15,000.00	15,000.00	0.00%	Benchmarked Rates
ENG		Annual Charge	M	Fully- Flexible	15,000.00	15,000.00	0.00%	
ENG		Variation	D	Fully- Flexible	7,500.00	7,500.00	0.00%	
ENG		Transfer	D	Fully- Flexible	6,500.00	6,500.00	0.00%	
ENG		Re-instatement of a licence	D	Fully- Flexible	6,500.00	6,500.00	0.00%	
ENG		Provisional statement	D	Fully- Flexible	15,000.00	15,000.00	0.00%	
ENG		Application by a provisional licence holder	D	Fully- Flexible	8,000.00	8,000.00	0.00%	
ENG		Copy	D	Fully- Flexible	25.00	25.00	0.00%	
ENG		Notification	D	Fully- Flexible	50.00	50.00	0.00%	
ENG		Large Casino Premises Licence						
ENG		New	D	Fully-Flexible	10,000.00	10,000.00	0.00%	Benchmarked Rates
ENG		Annual Charge	M	Fully-Flexible	10,000.00	10,000.00	0.00%	
ENG		Variation	D	Fully-Flexible	5,000.00	5,000.00	0.00%	
ENG		Transfer	D	Fully-Flexible	2,150.00	2,150.00	0.00%	
ENG		Re-instatement of a licence	D	Fully-Flexible	2,150.00	2,150.00	0.00%	
ENG		Provisional statement	D	Fully-Flexible	10,000.00	10,000.00	0.00%	
ENG		Application by a provisional licence holder	D	Fully-Flexible	5,000.00	5,000.00	0.00%	

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG		Copy	D	Fully-Flexible	25.00	25.00	0.00%	
ENG		Notification	D	Fully-Flexible	50.00	50.00	0.00%	
ENG		New Small Casino Premises Licence						
ENG		New	D	Fully-Flexible	8,000.00	8,000.00	0.00%	Benchmarked Rates
ENG		Annual Charge	D	Fully-Flexible	5,000.00	5,000.00	0.00%	
ENG		Variation	D	Fully-Flexible	4,000.00	4,000.00	0.00%	
ENG		Transfer	D	Fully-Flexible	1,800.00	1,800.00	0.00%	
ENG		Re-instatement of a licence	D	Fully-Flexible	1,800.00	1,800.00	0.00%	
ENG		Provisional statement	D	Fully-Flexible	8,000.00	8,000.00	0.00%	
ENG		Application by a provisional licence holder	D	Fully-Flexible	3,000.00	3,000.00	0.00%	
ENG		Copy	D	Fully-Flexible	25.00	25.00	0.00%	
ENG		Notification	D	Fully-Flexible	50.00	50.00	0.00%	
ENG		Bingo Premises Licence						
ENG		New	D	Fully-Flexible	3,500.00	3,500.00	0.00%	Benchmarked Rates
ENG		Annual Charge	D	Fully-Flexible	1,000.00	1,000.00	0.00%	
ENG		Variation	D	Fully-Flexible	1,750.00	1,750.00	0.00%	
ENG		Transfer	D	Fully-Flexible	1,200.00	1,200.00	0.00%	
ENG		Re-instatement of a licence	D	Fully-Flexible	1,200.00	1,200.00	0.00%	
ENG		Provisional statement	D	Fully-Flexible	3,500.00	3,500.00	0.00%	
ENG		Application by a provisional licence holder	D	Fully-Flexible	1,200.00	1,200.00	0.00%	
ENG		Copy	D	Fully-Flexible	25.00	25.00	0.00%	
ENG		Notification	D	Fully-Flexible	50.00	50.00	0.00%	
ENG		Adult Gaming Centre						
ENG		New	D	Fully-Flexible	2,000.00	2,000.00	0.00%	Benchmarked Rates
ENG		Annual Charge	D	Fully-Flexible	1,000.00	1,000.00	0.00%	
ENG		Variation	D	Fully-Flexible	1,000.00	1,000.00	0.00%	
ENG		Transfer	D	Fully-Flexible	1,200.00	1,200.00	0.00%	
ENG		Re-instatement of a licence	D	Fully-Flexible	1,200.00	1,200.00	0.00%	
ENG		Provisional statement	D	Fully-Flexible	2,000.00	2,000.00	0.00%	
ENG		Application by a provisional licence holder	D	Fully-Flexible	1,200.00	1,200.00	0.00%	
ENG		Copy	D	Fully-Flexible	25.00	25.00	0.00%	
ENG		Notification	D	Fully-Flexible	50.00	50.00	0.00%	
ENG		Family Entertainment Centre Premises Licence						
ENG		New	D	Fully-Flexible	2,000.00	2,000.00	0.00%	Benchmarked Rates
ENG		Annual Charge	D	Fully-Flexible	750.00	750.00	0.00%	
ENG		Variation	D	Fully-Flexible	1,000.00	1,000.00	0.00%	
ENG		Transfer	D	Fully-Flexible	950.00	950.00	0.00%	
ENG		Re-instatement of a licence	D	Fully-Flexible	950.00	950.00	0.00%	
ENG		Provisional statement	D	Fully-Flexible	2,000.00	2,000.00	0.00%	
ENG		Application by a provisional licence holder	D	Fully-Flexible	950.00	950.00	0.00%	
ENG		Copy	D	Fully-Flexible	25.00	25.00	0.00%	
ENG		Notification	D	Fully-Flexible	50.00	50.00	0.00%	
ENG		Betting Premises Licence (Track)						
ENG		New	D	Fully-Flexible	2,500.00	2,500.00	0.00%	Benchmarked Rates
ENG		Annual Charge	D	Fully-Flexible	1,000.00	1,000.00	0.00%	
ENG		Variation	D	Fully-Flexible	1,250.00	1,250.00	0.00%	
ENG		Transfer	D	Fully-Flexible	950.00	950.00	0.00%	
ENG		Re-instatement of a licence	D	Fully-Flexible	950.00	950.00	0.00%	
ENG		Provisional statement	D	Fully-Flexible	2,500.00	2,500.00	0.00%	
ENG		Application by a provisional licence holder	D	Fully-Flexible	950.00	950.00	0.00%	
ENG		Copy	D	Fully-Flexible	25.00	25.00	0.00%	
ENG		Notification	D	Fully-Flexible	50.00	50.00	0.00%	
ENG		Betting Premises Licence (Non-Track)						
ENG		New	D	Fully-Flexible	3,000.00	3,000.00	0.00%	
ENG		Annual Charge	D	Fully-Flexible	600.00	600.00	0.00%	

Appendix F									
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments	
ENG		Variation	D	Fully-Flexible	1,500.00	1,500.00	0.00%	Benchmarked Rates	
ENG		Transfer	D	Fully-Flexible	1,200.00	1,200.00	0.00%		
ENG		Re-instatement of a licence	D	Fully-Flexible	1,200.00	1,200.00	0.00%		
ENG		Provisional statement	D	Fully-Flexible	3,000.00	3,000.00	0.00%		
ENG		Application by a provisional licence holder	D	Fully-Flexible	1,200.00	1,200.00	0.00%		
ENG		Copy	D	Fully-Flexible	25.00	25.00	0.00%		
ENG		Notification	D	Fully-Flexible	50.00	50.00	0.00%		
ENG		Other						Benchmarked Rates	
ENG		Copy of a licence	D	Fully-Flexible	25.00	25.00	0.00%		
ENG		Change of Circumstances	D	Fully-Flexible	50.00	50.00	0.00%		
ENG		Temporary Use Notice	D	Fully-Flexible	50.00	50.00	0.00%		
ENG									
ENG		Society Lottery							
ENG		First Application	M	Fixed	40.00	40.00	0.00%		
ENG		Annual Fee		Fixed	20.00	20.00	0.00%	Benchmarked Rates	
ENG		Gaming Machines in Alcohol Licensed premises							
ENG		Notification of 2 or less machines	D	Fully-Flexible	50.00	50.00	0.00%		
ENG		Application for more than 2 machines by Gaming Act 1968 consent holder	D	Fully-Flexible	100.00	100.00	0.00%		
ENG		A new application for more than 2 machines	D	Fully-Flexible	150.00	150.00	0.00%		
ENG		Transfer	D	Fully-Flexible	25.00	25.00	0.00%		
ENG		Annual fee	D	Fully-Flexible	50.00	50.00	0.00%		
ENG		Copy of permit	D	Fully-Flexible	15.00	15.00	0.00%	Benchmarked Rates	
ENG	New - Notice to vary conditions	Variation			100.00	100.00	0.00%		
ENG		THE EXPLOSIVES REGULATIONS 2014							
ENG		Licence to store explosives where, by virtue of regulation 27 of, and Schedule 5 to, the 2014 Regulations, a minimum separation distance of greater than 0 metres is prescribed							
ENG		One year's duration	M	Fixed	189.00	193.00	2.12%		Maximum amount set by statute amended this year https://www.legislation.gov.uk/id/uksi/2023/247
ENG		Two year's duration	M	Fixed	248.00	253.00	2.02%		
ENG		Three year's duration	M	Fixed	311.00	317.00	1.93%		
ENG		Four year's duration	M	Fixed	382.00	390.00	2.09%		
ENG		Five year's duration	M	Fixed	432.00	441.00	2.08%		
ENG		Licence to store explosives where no minimum separation distance or a 0 metres minimum separation distance is prescribed						Maximum amount set by statute amended this year https://www.legislation.gov.uk/id/uksi/2023/247	
ENG		One year's duration	M	Fixed	111.00	113.00	1.80%		
ENG		Two year's duration	M	Fixed	141.00	147.00	4.26%		
ENG		Three year's duration	M	Fixed	177.00	181.00	2.26%		
ENG		Four year's duration	M	Fixed	211.00	215.00	1.90%		
ENG		Five year's duration	M	Fixed	243.00	248.00	2.06%	Maximum amount set by statute amended this year https://www.legislation.gov.uk/id/uksi/2023/247	
ENG		Renewal of licence to store explosives where, by virtue of regulation 27 of, and Schedule 5 to, the 2014 Regulations, a minimum separation distance of greater than 0 metres is prescribed							
ENG		One year's duration	M	Fixed	88.00	90.00	2.27%		
ENG		Two year's duration	M	Fixed	150.00	153.00	2.00%		
ENG		Three year's duration	M	Fixed	211.00	215.00	1.90%		
ENG		Four year's duration	M	Fixed	272.00	277.00	1.84%	Maximum amount set by statute amended this year https://www.legislation.gov.uk/id/uksi/2023/247	
ENG		Five year's duration	M	Fixed	333.00	340.00	2.10%		
ENG		Renewal of licence to store explosives where no minimum separation distance or a 0 metres minimum separation distance is prescribed							
ENG		One year's duration	M	Fixed	55.00	56.00	1.82%		
ENG		Two year's duration	M	Fixed	88.00	90.00	2.27%		
ENG		Three year's duration	M	Fixed	123.00	125.00	1.63%		

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG		Four year's duration	M	Fixed	155.00	158.00	1.94%	Maximum amount set by statute amended this year https://www.legislation.gov.uk/id/uk/si/2023/247
ENG		Five year's duration	M	Fixed	189.00	193.00	2.12%	
ENG		Varying a licence						
ENG		Varying name of licensee or address of site	M	Fixed	37.00	38.00	2.70%	
ENG		Any other kind of variation - The reasonable cost to the licensing authority of having the work carried out	M					
ENG		Transfer of licence	M		37.00	38.00	2.70%	
ENG		Replacement of licence	M		37.00	38.00	2.70%	
ENG		Fireworks Act 2004	M					
ENG		Application to sell outside a permitted period	M	Fixed	500.00	500.00	0.00%	Maximum amount set by statute
ENG	LONDON LOCAL AUTHORITIES ACT 1991 (Cap established by case law)							
ENG		Note: Fees reviewed in light of EU Services Directive & Hemmings V WCC judgement						
ENG		Full special treatments licence (multiple categories / operators)	M	Fully flexible	438.00	468.00	6.85%	Sept CPI (rounded up to nearest £)
ENG		Renewal full special treatments licence (multiple categories / operators)	M	Fully flexible	409.00	437.00	6.85%	Sept CPI (rounded up to nearest £)
ENG		Restricted licence (one category / one or two operatives)	M	Fully flexible	326.00	348.00	6.75%	Sept CPI (rounded up to nearest £)
ENG		Renewal restricted licence (one category / one or two operatives)	M	Fully flexible	297.00	317.00	6.73%	Sept CPI (rounded up to nearest £)
ENG		Transfer	M	Fully flexible	118.00	126.00	6.78%	Sept CPI (rounded up to nearest £)
ENG		Variation - additional category of treatments	M	Fully flexible	120.00	129.00	7.50%	Sept CPI (rounded up to nearest £)
ENG		Variation - additional operator	M	Fully flexible	31.00	34.00	9.68%	Sept CPI (rounded up to nearest £)
ENG		Copy Licence	M	Fully flexible	13.00	14.00	7.69%	Sept CPI (rounded up to nearest £)
ENG		Scrap Metal Dealers Act 2013						
ENG		Site Licence						
ENG		Grant	M	Fully flexible	768.00	820.00	6.77%	Sept CPI (rounded up to nearest £)
ENG		Renewal	M	Fully flexible	469.00	501.00	6.82%	Sept CPI (rounded up to nearest £)
ENG		Variation	M	Fully flexible	268.00	286.00	6.72%	Sept CPI (rounded up to nearest £)
ENG		Collectors Licence						
ENG		Grant	M	Fully flexible	448.00	479.00	6.92%	Sept CPI (rounded up to nearest £)
ENG		Renewal	M	Fully flexible	290.00	310.00	6.90%	Sept CPI (rounded up to nearest £)
ENG		Variation	M	Fully flexible	269.00	288.00	7.06%	Sept CPI (rounded up to nearest £)
ENG		Other fees						
ENG		Replacement licence (laminated)	D	Fully flexible	15.00	17.00	13.33%	Sept CPI (rounded up to nearest £)
ENG		Replacement licence (ID card)	D	Fully flexible	48.00	52.00	8.33%	Sept CPI (rounded up to nearest £)
ENG		GLC (GENERAL POWERS) ACT 1984 - PART VI (Cap established by case law)						
ENG		Copy of Licence for competitive bidding	D	Fully flexible	14.00	15.00	7.14%	Sept CPI (rounded up to nearest £)
ENG		Competitive bidding licence	M	Fully flexible	738.00	788.00	6.78%	Sept CPI (rounded up to nearest £)
ENG		Animal Welfare Licences						
ENG		Dangerous wild animals licence under the Dangerous Wild Animals Act 1976 - 1 Year	M	Fully flexible	620.00	662.00	6.77%	Sept CPI (rounded up to nearest £)
ENG		Duplicate	M	Fully flexible	13.00	14.00	7.69%	Sept CPI (rounded up to nearest £)
ENG		LONDON LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1982 (Cap established by case law)						
ENG		Initial application for sex establishment licence	M	Fully-Flexible	8,176.00	8,724.00	6.70%	Sept CPI (rounded up to nearest £)
ENG		Additional compliance costs	M	Fully-Flexible	651.00	695.00	6.76%	
ENG		Variation	M	Fully-Flexible	7,300.00	7,790.00	6.71%	
ENG		Renewal	M	Fully-Flexible	7,300.00	7,790.00	6.71%	
ENG		Duplicate	M	Fully-Flexible	14.00	15.00	7.14%	
ENG		Marriages and Civil Partnerships (approved Premises) Regulations 2005 (Cap established by case law)						

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG		Grant	D	Fully-Flexible	1,095.00	1,169.00	6.76%	Sept CPI (rounded up to nearest £)
ENG		Application transfer premises as a venue for civil marriage and civil partnership	D	Fully-Flexible	621.00	663.00	6.76%	Sept CPI (rounded up to nearest £)
ENG		Renewal (every three years)	D	Fully-Flexible	730.00	779.00	6.71%	Sept CPI (rounded up to nearest £)
ENG		Change of name	D	Fully-Flexible	14.00	15.00	7.14%	Sept CPI (rounded up to nearest £)
ENG		Copy of Licence	D	Fully-Flexible	14.00	15.00	7.14%	Sept CPI (rounded up to nearest £)
ENG		Licensing Act 2003						
ENG		Fee levels are currently fixed under the Licensing Act 2003. These have been under Government review but the Home Office has announced this year that fees will not be increased in the foreseeable						
ENG		Premises Licence / Club Premises Certificate						
ENG		Property rateable value £0 - £4,300						
ENG		New application & variation	M	Fixed	100.00	100.00	0.00%	Fixed Fee set by statute.
ENG		Annual Charge	M	Fixed	70.00	70.00	0.00%	Fixed Fee set by statute.
ENG		Late Night Levy Fee (from 00.01 - 06.00)	M	Fixed	299.00	299.00	0.00%	Fixed Fee set by statute.
ENG		Property rateable value £4,301 - £33,000						
ENG		Premises Licences						
ENG		New application & variation	M	Fixed	190.00	190.00	0.00%	Fixed Fee set by statute.
ENG		Annual charge	M	Fixed	180.00	180.00	0.00%	Fixed Fee set by statute.
ENG		Late Night Levy Fee (from 00.01 - 06.00)	M	Fixed	768.00	768.00	0.00%	Fixed Fee set by statute.
ENG		Property rateable value £33,001 - £87,000						
ENG		Premises Licences						
ENG		New application & variation	M	Fixed	315.00	315.00	0.00%	Fixed Fee set by statute.
ENG		Annual charge		Fixed	295.00	295.00	0.00%	Fixed Fee set by statute.
ENG		Late Night Levy Fee (from 00.01 - 06.00)		Fixed	1,259.00	1,259.00	0.00%	Fixed Fee set by statute.
ENG		Property rateable value £87,001 - £125,000						
ENG		Premises Licences						
ENG		New application & variation	M	Fixed	450.00	450.00	0.00%	Fixed Fee set by statute.
ENG		Multiplier applied for venues serving primarily alcohol (X2)	M	Fixed	900.00	900.00	0.00%	Fixed Fee set by statute.
ENG		Annual charge	M	Fixed	320.00	320.00	0.00%	Fixed Fee set by statute.
ENG		Late Night Levy Fee (from 00.01 - 06.00)	M	Fixed	1,365.00	1,365.00	0.00%	Fixed Fee set by statute.
ENG		Multiplier applies to premises in category that primarily or exclusively sell alcohol (X2)	M	Fixed	2,730.00	2,730.00	0.00%	Fixed Fee set by statute.
ENG		Property rateable value £125,001+						
ENG		Premises Licences						
ENG		New application & variation	M	Fixed	635.00	635.00	0.00%	Fixed Fee set by statute.
ENG		Multiplier applied for venues serving primarily alcohol (X3)	M	Fixed	1,905.00	1,905.00	0.00%	Fixed Fee set by statute.
ENG		Annual charge	M	Fixed	350.00	350.00	0.00%	Fixed Fee set by statute.
ENG		Late Night Levy Fee (from 00.01 - 06.00)	M	Fixed	1,493.00	1,493.00	0.00%	Fixed Fee set by statute.
ENG		Multiplier applies to premises in category that primarily or exclusively sell alcohol (X3)	M	Fixed	4,440.00	4,440.00	0.00%	Fixed Fee set by statute.
ENG		Additional fees for premises licence applications, and the annual fee for exceptionally large scale events (5,000+), unless certain conditions apply. Please read regulation 4(4) and 4(5) of the Licensing Act 2003 (Fees) Regulations 2005						
ENG	Large Premises or Events	Number in attendance at any one time:						
ENG		5,000 to 9,999	M	Fixed	1,000.00	1,000.00	0.00%	Additional £500 annual fee payable for Licences exceeding 1 year
ENG		10,000 to 14,999	M	Fixed	2,000.00	2,000.00	0.00%	Additional £1,000 annual fee payable for Licences exceeding 1 year
ENG		15,000 to 19,999	M	Fixed	4,000.00	4,000.00	0.00%	Additional £2,000 annual fee payable for Licences exceeding 1 year
ENG		20,000 to 29,999	M	Fixed	8,000.00	8,000.00	0.00%	Additional £4,000 annual fee payable for Licences exceeding 1 year
ENG		30,000 to 39,999	M	Fixed	16,000.00	16,000.00	0.00%	Additional £8,000 annual fee payable for Licences exceeding 1 year
ENG		40,000 to 49,999	M	Fixed	24,000.00	24,000.00	0.00%	Additional £12,000 annual fee payable for Licences exceeding 1 year
ENG		50,000 to 59,999	M	Fixed	32,000.00	32,000.00	0.00%	Additional £16,000 annual fee payable for Licences exceeding 1 year

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG		60,000 to 69,999	M	Fixed	40,000.00	40,000.00	0.00%	Additional £20,000 annual fee payable for Licences exceeding 1 year
ENG		70,000 to 79,999	M	Fixed	48,000.00	48,000.00	0.00%	Additional £24,000 annual fee payable for Licences exceeding 1 year
ENG		80,000 to 89,999	M	Fixed	56,000.00	56,000.00	0.00%	Additional £28,000 annual fee payable for Licences exceeding 1 year
ENG		90,000 and over	M	Fixed	64,000.00	64,000.00	0.00%	Additional £32,000 annual fee payable for Licences exceeding 1 year
ENG		Licensing Act 2003 - Other						
ENG		Grant of a personal licence	M	Fixed	37.00	37.00	0.00%	Fixed Fee set by statute.
ENG		Temporary event notice	M	Fixed	21.00	21.00	0.00%	Fixed Fee set by statute.
ENG		Theft ,loss, etc. of premises licence or summary	M	Fixed	10.50	10.50	0.00%	Fixed Fee set by statute.
ENG		Application for a provisional statement where premises being built etc.	M	Fixed	315.00	315.00	0.00%	Fixed Fee set by statute.
ENG		Notification of change of name	M	Fixed	10.50	10.50	0.00%	Fixed Fee set by statute.
ENG		Application to transfer premises licence	M	Fixed	23.00	23.00	0.00%	Fixed Fee set by statute.
ENG		Application to vary premises licence to specify DPS	M	Fixed	23.00	23.00	0.00%	Fixed Fee set by statute.
ENG		Theft ,loss, etc. of certificate or summary	M	Fixed	10.50	10.50	0.00%	Fixed Fee set by statute.
ENG		Theft ,loss, etc. of temporary event notice	M	Fixed	10.50	10.50	0.00%	Fixed Fee set by statute.
ENG		Theft ,loss, etc. of personal licence	M	Fixed	10.50	10.50	0.00%	Fixed Fee set by statute.
ENG		Duty to notify of name change or address	M	Fixed	10.50	10.50	0.00%	Fixed Fee set by statute.
ENG		Interim authority notice	M	Fixed	21.00	21.00	0.00%	Fixed Fee set by statute.
ENG		Notification of change of name/alteration of club rules	M	Fixed	10.50	10.50	0.00%	Fixed Fee set by statute.
ENG		Change of relevant registered address of club	M	Fixed	10.50	10.50	0.00%	Fixed Fee set by statute.
ENG		Notification of interest in property	M	Fixed	21.00	21.00	0.00%	Fixed Fee set by statute.
ENG	The Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018							
ENG		Selling animals as pets new application 1 year	D	Fully- Flexible	702.00	737.00	4.99%	Benchmarked Rates
ENG		Selling animals as pets new application 2 years	D	Fully- Flexible	753.00	791.00	5.05%	
ENG		Selling animals as pets renewal application 1 year	D	Fully- Flexible	588.00	617.00	4.93%	
ENG		Selling animals as pets renewal application 2 year	D	Fully- Flexible	639.00	671.00	5.01%	
ENG		Selling animals as pets renewal application 3 year	D	Fully- Flexible	766.00	804.00	4.96%	
ENG		Selling animals as pets variation	D	Fully- Flexible	393.00	413.00	5.09%	
ENG		Selling animals as pets transfer	D	Fully- Flexible	118.00	124.00	5.08%	
ENG		Breeding dogs new application 1 year	D	Fully- Flexible	702.00	737.00	4.99%	
ENG		Breeding dogs new application 2 years	D	Fully- Flexible	753.00	791.00	5.05%	
ENG		Breeding dogs renewal application 1 year	D	Fully- Flexible	588.00	617.00	4.93%	
ENG		Breeding dogs renewal application 2 year	D	Fully- Flexible	639.00	671.00	5.01%	
ENG		Breeding dogs renewal application 3 year	D	Fully- Flexible	766.00	804.00	4.96%	
ENG		Breeding dogs variation	D	Fully- Flexible	393.00	413.00	5.09%	
ENG		Breeding dogs transfer	D	Fully- Flexible	118.00	124.00	5.08%	
ENG		Providing/arranging boarding for dogs/cats new application 1 year	D	Fully- Flexible	702.00	737.00	4.99%	
ENG		Providing/arranging boarding for dogs/cats new application 2 years	D	Fully- Flexible	753.00	791.00	5.05%	
ENG		Providing/arranging boarding for dogs/cats renewal application 1 year	D	Fully- Flexible	588.00	617.00	4.93%	
ENG		Providing/arranging boarding for dogs/cats renewal application 2 year	D	Fully- Flexible	639.00	671.00	5.01%	
ENG		Providing/arranging boarding for dogs/cats renewal application 3 year	D	Fully- Flexible	766.00	804.00	4.96%	
ENG		Providing/arranging boarding for dogs/cats variation	D	Fully- Flexible	315.00	331.00	5.08%	
ENG		Providing/arranging boarding for dogs/cats transfer	D	Fully- Flexible	118.00	124.00	5.08%	
ENG		Providing home boarding for under 6 dogs/cats new application 1 year	D	Fully- Flexible	605.00	635.00	4.96%	
ENG		Providing home boarding for under 6 dogs/cats new application 2 years	D	Fully- Flexible	656.00	689.00	5.03%	

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG		Providing home boarding for under 6 dogs/cats renewal application 1 year	D	Fully- Flexible	554.00	581.00	4.87%	Benchmarked Rates
ENG		Providing home boarding for under 6 dogs/cats renewal application 2 year	D	Fully- Flexible	605.00	635.00	4.96%	
ENG		Providing home boarding for under 6 dogs/cats renewal application 3 year	D	Fully- Flexible	732.00	768.00	4.92%	
ENG		Providing home boarding for dogs/cats variation	D	Fully- Flexible	315.00	331.00	5.08%	
ENG		Providing home boarding for dogs/cats transfer	D	Fully- Flexible	118.00	124.00	5.08%	
ENG		Hiring of Horses etc. new application 1 year	D	Fully- Flexible	1,045.00	1,098.00	5.07%	
ENG		Hiring of Horses etc. new application 2 year	D	Fully- Flexible	1,220.00	1,281.00	5.00%	
ENG		Hiring of Horses etc. renewal application 1 year	D	Fully- Flexible	994.00	1,044.00	5.03%	
ENG		Hiring of Horses etc. renewal application 2 year	D	Fully- Flexible	1,169.00	1,227.00	4.96%	
ENG		Hiring of Horses etc. renewal application 3 year	D	Fully- Flexible	1,343.00	1,410.00	4.99%	
ENG		Additional vet fee for 15-29 horses	D	Fully- Flexible	197.00	207.00	5.08%	
ENG		Additional vet fee for 30+ horses	D	Fully- Flexible	355.00	373.00	5.07%	
ENG		Hiring of Horses etc. variation	D	Fully- Flexible	399.00	419.00	5.01%	
ENG		Hiring of Horses etc. transfer	D	Fully- Flexible	118.00	124.00	5.08%	
ENG		Keeping or training animals for exhibition new application 1 year	D	Fully- Flexible	605.00	635.00	4.96%	
ENG		Keeping or training animals for exhibition new application 2 year	D	Fully- Flexible	656.00	689.00	5.03%	
ENG		Keeping or training animals for exhibition renewal application 1 year	D	Fully- Flexible	554.00	581.00	4.87%	
ENG		Keeping or training animals for exhibition renewal application 2 year	D	Fully- Flexible	605.00	635.00	4.96%	
ENG		Keeping or training animals for exhibition renewal application 3 year	D	Fully- Flexible	732.00	768.00	4.92%	
ENG		Keeping or training animals for exhibition variation	D	Fully- Flexible	315.00	331.00	5.08%	
ENG		Keeping or training animals for exhibition transfer	D	Fully- Flexible	118.00	124.00	5.08%	
ENG		Additional inspection/complaint visit	D	Fully- Flexible	146.00	153.00	4.79%	
ENG		Copy licence	D	Fully- Flexible	13.00	14.00	7.69%	
ENG		Licensing Act 2003						
ENG		Classification of films up to 30 minutes film duration	D	Fully-Flexible	50.00	53.00	6.00%	
ENG		Each additional 20 minute film duration	D	Fully-Flexible	23.00	24.00	4.35%	
ENG		General						
ENG		Additional inspections/professional advice per hour	D	Fully flexible	77.00	81.00	5.19%	
ENG	Local Authority Pollution Prevention & Control Regulations 2000 (LAPPC)							
ENG		Application Fees:						
ENG		Standard process (includes solvent emission activities)	M	Fixed	1,650.00	1,650.00	0.00%	The fees are set by statute and contained in "The Local Authority Permits for Part B Installations and Mobile Plant and Solvent Emission Activities (Fees and Charges) (England) Scheme" which is published by Defra at various times. Indicative fees for the period 2025/26 and 2026/27 are therefore based on the current rates. Should Defra publishes new fees/charging structure these will be updated accordingly.
ENG		Additional fee for operating without a permit	M	Fixed	1,188.00	1,188.00	0.00%	
ENG		PVRI, SWOBs and Dry Cleaners	M	Fixed	155.00	155.00	0.00%	
ENG		PVR I & II combined	M	Fixed	257.00	257.00	0.00%	
ENG		Vehicle refinishers (VRs) (and other Reduced Fee Activities)	M	Fixed	362.00	362.00	0.00%	
ENG		Reduced fee activities: Additional fee for operating without a permit	M	Fixed	71.00	71.00	0.00%	
ENG		Mobile plant (not using simplified permits)	M	Fixed	1,650.00	1,650.00	0.00%	
ENG		for the third to seventh applications	M	Fixed	985.00	985.00	0.00%	
ENG		for the eighth and subsequent applications	M	Fixed	498.00	498.00	0.00%	
ENG		Where an application for any of the above is for a combined Part B and waste application, add an extra £310 to the above amounts	M	Fixed	808.00	808.00		
ENG		Annual LAPPC Subsistence Charges:						
ENG		Standard process low	M	Fixed	772 (+105)*	772 (+105)*	0.00%	
ENG		Standard process medium	M	Fixed	1161 (+156)*	1161 (+156)*	0.00%	

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG		Standard process high	M	Fixed	1747 (+207)*	1747 (+207)*	0.00%	The fees are set by "The Local authority permits for Part B installations and mobile plant and solvent emission activities (Fees and Charges) (England) Scheme" which is published by Defra at various times. * - the additional amounts in brackets must be charged where a permit is for a combined part B and waste installation
ENG		Petrol Vapour Recovery stage 1 (PVR I), Small Waste Oil Burners (SWOBs) and Dry Cleaners - Low	M	Fixed	79.00	79.00	0.00%	
ENG		PVR 1, SWOBs and Dry Cleaners - Medium	M	Fixed	158.00	158.00	0.00%	
ENG		PVR1, SWOBs and Dry Cleaners - High	M	Fixed	237.00	237.00	0.00%	
ENG		PVR 1 & 2 combined - Low	M	Fixed	113.00	113.00	0.00%	
ENG		PVR 1 & 2 combined - Medium	M	Fixed	226.00	226.00	0.00%	
ENG		PVR 1 & 2 combined - High	M	Fixed	341.00	341.00	0.00%	
ENG		Vehicle refinishers and other Reduced Fees - Low	M	Fixed	228.00	228.00	0.00%	
ENG		Vehicle refinishers and other Reduced Fees - Medium	M	Fixed	365.00	365.00	0.00%	
ENG		Vehicle refinishers and other Reduced Fees - High	M	Fixed	548.00	548.00	0.00%	
ENG		Mobile plant, for first and second permits - Low	M	Fixed	626.00	626.00	0.00%	
ENG		Mobile plant, for first and second permits - Medium	M	Fixed	1,034.00	1,034.00	0.00%	
ENG		Mobile plant, for first and second permits - High	M	Fixed	1,551.00	1,551.00	0.00%	
ENG		for the third to seventh authorisations - Low	M	Fixed	385.00	385.00	0.00%	
ENG		for the third to seventh authorisations - Medium	M	Fixed	617.00	617.00	0.00%	
ENG		for the third to seventh authorisations - high	M	Fixed	924.00	924.00	0.00%	
ENG		eighth and subsequent authorisations - Low	M	Fixed	198.00	198.00	0.00%	
ENG		eighth and subsequent authorisations - Medium	M	Fixed	316.00	316.00	0.00%	
ENG		eighth and subsequent authorisations - High	M	Fixed	473.00	473.00	0.00%	
ENG		Late Payment Fee	M	Fixed	52.00	52.00	0.00%	
ENG		* - the additional amounts in brackets must be charged where a permit is for a combined part B and waste installation						
ENG		NOTE: -where a Part B installation is subject to reporting under the E-PRTR Regulation, add an extra £99 to the above amounts						
ENG		Transfer and Surrender						
ENG		Standard process transfer	M	Fixed	169.00	169.00	0.00%	The fees are set by "The Local authority permits for Part B installations and mobile plant and solvent emission activities (Fees and Charges) (England) Scheme" which are published by Defra at various times. The current fees reflect the increase determined by Defra, hence the percentage uplift shown differs from the LA recommendation and is a reflection of the Defra increase compared to the last charging period. Note: Reduced fee activities are Service Stations, Vehicle Refinishers, Dry Cleaners and small oil burners under 0.4MW
ENG		Standard process partial transfer	M	Fixed	497.00	497.00	0.00%	
ENG		New operator at low risk reduced fee activity	M	Fixed	78.00	78.00	0.00%	
ENG		Surrender: all Part B activities	M	Fixed	-	-	0.00%	
ENG		Reduced fee activities: Transfer	M	Fixed	-	-	0.00%	
ENG		Reduced fee activities: partial transfer	M	Fixed	47.00	47.00	0.00%	
ENG		Temporary transfer for mobiles						
ENG		First transfer	M	Fixed	53.00	53.00	0.00%	
ENG		Repeat transfer	M	Fixed	10.00	10.00	0.00%	
ENG		Repeat following enforcement or warning	M	Fixed	53.00	53.00	0.00%	
ENG		Substantial changes S10 and S11						
ENG		Standard Process	M	Fixed	1,050.00	1,050.00	0.00%	
ENG		Standard Process where the substantial change results in a new PPC activity	M	Fixed	1,650.00	1,650.00	0.00%	
ENG		Reduced fee activities	M	Fixed	102.00	102.00	0.00%	
ENG		Note: Reduced fee activities are Service stations, Vehicle Refinishers, Dry cleaners and small Oil burners under 0.4MW						
ENG	Local Authority Pollution Prevention & Control Regulations 2000							
ENG		Mobile plant charges - 1 - 2 authorisation						
ENG		Application fee	M	Fixed	1,650.00	1,650.00	0.00%	
ENG		subsistence fee - Low		Fixed	646.00	646.00	0.00%	
ENG		Subsistence fee - Medium		Fixed	1,034.00	1,034.00	0.00%	
ENG		Subsistence fee - High		Fixed	1,506.00	1,506.00	0.00%	
ENG		Mobile plant charges - 3 - 7 authorisation						

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG		Application fee	M	Fixed	985.00	985.00	0.00%	The fees are set by "The Local authority permits for Part B installations and mobile plant and solvent emission activities (Fees and Charges) (England) Scheme" which are published by Defra at various times. The revised fees for 2023/24 reflect the increase determined by Defra, hence the percentage uplift shown differs from the LA recommendation and is a reflection of the Defra increase compared to the last charging period.
ENG		subsistence fee - Low		Fixed	385.00	385.00	0.00%	
ENG		Subsistence fee - Medium		Fixed	617.00	617.00	0.00%	
ENG		Subsistence fee - High		Fixed	924.00	924.00	0.00%	
ENG		Mobile plant charges - 8 or more authorisation						
ENG		Application fee	M	Fixed	498.00	498.00	0.00%	
ENG		subsistence fee - Low	M	Fixed	198.00	198.00	0.00%	
ENG		Subsistence fee - Medium	M	Fixed	316.00	316.00	0.00%	
ENG		Subsistence fee - High	M	Fixed	473.00	473.00	0.00%	
ENG		Local Authority Integrated Pollution & Prevention Control (IPPC)						
ENG		Application	M	Fixed	3,363.00	3,363.00	0.00%	
ENG		Additional fee for operating without a permit	M	Fixed	1,188.00	1,188.00	0.00%	
ENG		Annual subsistence - Low	M	Fixed	1,447.00	1,447.00	0.00%	
ENG		Annual subsistence - Medium	M	Fixed	1,611.00	1,611.00	0.00%	
ENG		Annual subsistence - High	M	Fixed	2,334.00	2,334.00	0.00%	
ENG		Late payment fee	M	Fixed	52.00	52.00	0.00%	
ENG		Substantial Variation	M	Fixed	1,368.00	1,368.00	0.00%	
ENG		Substantial Variation where 9(2)(a) or 9(2)(b) of the scheme applies	M	Fixed	3,363.00	3,363.00	0.00%	
ENG		Transfer	M	Fixed	235.00	235.00	0.00%	
ENG		Partial Transfer	M	Fixed	698.00	698.00	0.00%	
ENG		Surrender		Fixed	698.00	698.00	0.00%	
ENG		The Private Water Supplies Regulations 2016						
ENG		Risk Assessment	M	Capped	80.70	80.70	0.00%	No Change
ENG		Sampling ⁽ⁱ⁾ No fee is payable where a sample is taken and analysed solely to confirm or clarify the results of the analysis of a previous sample			80.70	80.70	0.00%	No Change
ENG		Investigation			80.70	80.70	0.00%	No Change
ENG		Granting an Authorisation			80.70	80.70	0.00%	No Change
ENG		Regulation 10 (Domestic Supplies) (for parameters referred to in paragraph (1)(a) to (e) of that regulation)			25.00	25.00	0.00%	No Change
ENG		Analysing a sample taken during check monitoring			Analytic cost of the sample	Analytic cost of the sample		Maximum charge £100
ENG		Analysing a sample taken during audit monitoring and monitoring under regulation 11			Analytic cost of the sample	Analytic cost of the sample		Maximum charge £500
ENG		Various public registers						
ENG		Land Use Enquiry - Residential premises	D	Fully flexible	182.75	195.00	6.70%	Sept CPI (rounded up to nearest £)
ENG		Land Use Enquiry - Commercial premises			305.00	326.00	6.89%	Sept CPI (rounded up to nearest £)
ENG								
ENG	CCTV	Information to support an insurance claim:	D	Fully flexible	73.50	75.00	2.04%	Benchmarked Rates
ENG	Fixed Penalty Notices (FPN's)							
ENG		Regulation 2 of the Unauthorised Deposit of Waste (Fixed Penalties) Regulations 2016 at £400 per penalty notice for fly tipping to be paid within 14 days (Charge reduced to £250 if paid within 10 days of issue)	M	Capped	400.00	1,000.00	150.00%	Legislation change by The Unauthorised Deposit of Waste (Fixed Penalties) Regulations 2016 Notice must be between £150 and £1000 (9)The fixed penalty payable in pursuance of a notice under this section— (a)is an amount not less than £150 and not more than [£1000], as specified by the English waste collection authority whose authorised officer gave the notice, or (b)if no amount is specified by that authority is £200.

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG		Depositing Litter - S87/88 Environmental Protection Act 1990 (Capped at £500) Penalty Set by L B Southwark. (Charge = £100 if paid within 10 days)	M	Capped	150.00	500.00	233.33%	Early repayment fee £100 Amended legislation 2023 2.—(1) The Environmental Offences (Fixed Penalties) (England) Regulations 2017(3) are amended as follows. (2) For regulation 5 substitute— “5.—(1) The amount of a fixed penalty capable of being specified by either of the following under the corresponding section is not less than £65 and not more than £500— (a) a principal litter authority under section 88(6A)(a) of the Environmental Protection Act 1990; (b) a relevant local authority under section 43A(1)(a) of the Anti-social Behaviour Act 2003. (2) The amount of a fixed penalty capable of being specified by a principal litter authority under paragraph 7(4)(a) of Schedule 3A to the Environmental Protection Act 1990 is not less than £65 and not more than £150.”
ENG		Failure to produce waste transfer documents - s34/34A Environmental Protection Act 1990 to be paid within 14 days (Charge reduced to £200 if paid within 10 days)	M	Capped	300.00	600.00	100.00%	Legislation change - increased early repayment from £180 to £200 and capped @ £600 (8)The amount specified by an authority in respect of the offence under subsection (7)(a) must not be less than £150 or more than [F184£600].
ENG		Failure to produce authority to transport waste - s5/5B control of Pollution Amendment Act 1989 to be paid within 14 days (Charge reduced to £200 if paid within 10 days)	M	Capped	300.00	300.00	0.00%	Fee set by statute
ENG		Unauthorised distribution of free printed matter - s3A Environmental Protection Act 1990 (Capped at £150) charge reduced to £80 if paid within 10 days Penalty set by L B Southwark	M	Capped	80.00	150.00	87.50%	Early repayment £80 if paid within 10 days Legislation change (2) The amount of a fixed penalty capable of being specified by a principal litter authority under paragraph 7(4)(a) of Schedule 3A to the Environmental Protection Act 1990 is not less than £65 and not more than £150.”.
ENG		Failure to comply with a waste receptacles notice - s46 Environmental Protection Act 1990 (Domestic Premises)	D	Fully Flexible	110.00	110.00	0.00%	Fee set by statute
ENG		Failure to comply with a waste receptacles notice - s47 Environmental Protection Act 1990 (Commercial Waste)	D	Fully Flexible	110.00	110.00	0.00%	Fee set by statute
ENG		Repairing vehicles on a road - s4/6 Clean Neighbourhoods and Environment Act 2005 (Capped at £110) Penalty set by L B Southwark to be paid within 14 days (charge reduced to £100 if paid within 10 days)	D	Fully Flexible	110.00	110.00	0.00%	Fee set by statute
ENG	Destroying or damaging property (graffiti and flyposting Unauthorised display of advertisements (flyposting) - the individual affixing the advertisement - s224 Town and county Planning Act 1990	Penalty notices for graffiti and fly-posting. s43 Antisocial Behaviour Act 2003	D	Capped	80.00	500.00	525.00%	Early repayment fee £80 Legislation change 5.—(1) The amount of a fixed penalty capable of being specified by either of the following under the corresponding section is not less than £65 and not more than £500— (a) a principal litter authority under section 88(6A)(a) of the Environmental Protection Act 1990; (b) a relevant local authority under section 43A(1)(a) of the Anti-social Behaviour Act 2003.
ENG	Under Review	Smoking in a smoke free place - Health Act 2006 (Capped at £50) Penalty set by Health act 2006	D	Capped	50.00	50.00	0.00%	Fee set by statute
ENG		Failure to display required no-smoking signs - Health Act 2006 (Capped at £200) Penalty set by Health Act 2006	D	Capped	200.00	200.00	0.00%	Fee set by statute
ENG		Contravention or failure to comply with requirement or prohibition imposed by abatement notice - residential - s79/80 Environmental Protection Act 1990 (Capped at £100) Penalty set by ALG	D	Capped	100.00	100.00	0.00%	Fee set by statute

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG		Contravention or failure to comply with requirement or prohibition imposed by abatement notice - industrial / trade / business - s79/80 Environmental Protection Act 1990 (Capped at £400) Penalty set by ALG	M	Capped	400.00	400.00	0.00%	Fee set by statute
ENG		Displaying advertisement in contravention of regulations - s224 Town and Country Planning Act 1990 (Capped at £100) Penalty set by ALG	M	Capped	100.00	100.00	0.00%	Fee set by statute
ENG		Contravention of condition of street trading license or temporary license - s34 London Local Authorities Act 1990 (LLA 1990) (Capped at £100) Penalty set by ALG	M	Capped	100.00	100.00	0.00%	Fee set by statute
ENG		Making false statement in connection with application for street trading license or temporary license - s34 London Local Authorities Act 1990 (LLA 1990) (Capped at £125) Penalty set by ALG	M	Capped	125.00	125.00	0.00%	Fee set by statute
ENG		Resisting or obstructing authorised officer - s34 London Local Authorities 1990 (LLA 1990) (Capped at £250) Penalty set by ALG	M	Capped	250.00	250.00	0.00%	Fee set by statute
ENG		Failure to produce street trading license on demand - s34 London Local Authorities Act 1990 (LLA 1990) (Capped at £100) Penalty set by ALG	M	Capped	100.00	100.00	0.00%	Fee set by statute
ENG		Unlicensed street trading - s38 London Local Authorities Act 1990 (LLA 1990) (Capped at £150) Penalty set by ALG	M	Capped	150.00	150.00	0.00%	Fee set by statute
ENG		Public Space Protection Order (PSPO) provision to tackle Dog related ASB	D	Capped	100.00	100.00	0.00%	Fee set by statute
ENG		Cycling on a footpath (Road Traffic Act 1984)	M	Capped	50.00	50.00	0.00%	Fee set by statute
ENG	LEISURE DIRECTORATE							
ENG	(Note: All fees shown in the table below are exclusive of VAT except where explicitly shown. Appropriate VAT will be added at the time of invoicing/charging.)							
ENG	Parks Pitch Bookings and BMX Fees and Charges							
ENG	NON-VATABLE FEES - VAT WILL NOT BE CHARGED FOR BLOCK BOOKINGS OF 10 OR MORE							
ENG	VENUE	ACTIVITY						
ENG	All the fees shown below are at Block Booking Rate (10 or more)							
ENG	All Sites: Burgess, Belair, (Southwark, Peckham Rye - Artificial strip only)	Cricket - Adult - Half Day (9am-2pm or 2pm-7pm)	D	Fully flexible	79.55	84.90	6.73%	Based on September 2023 CPI - Rounded
ENG	All Sites: Burgess, Belair, (Southwark, Peckham Rye - Artificial strip only)	Cricket - Junior - Half Day (9am-2pm or 2pm-7pm)	D	Fully flexible	49.05	52.40	6.83%	Based on September 2023 CPI - Rounded
ENG	All Sites: Burgess, Belair, (Southwark, Peckham Rye - Artificial strip only)	Cricket - Adult - Evening session (Mon - Fri, 3 hrs)	D	Fully flexible	49.05	52.40	6.83%	Based on September 2023 CPI - Rounded
ENG	All Sites: Burgess, Belair, (Southwark, Peckham Rye - Artificial strip only)	Cricket - Junior - Evening session (Mon - Fri, 3 hrs)	D	Fully flexible	36.00	38.50	6.94%	Based on September 2023 CPI - Rounded

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG	All Sites	Grass Football Pitch - Adult with changing room (including Out of Borough Schools) - 90 mins	D	Fully flexible	93.85	100.20	6.77%	Based on September 2023 CPI - Rounded
ENG	All Sites	Grass Football Pitch Discount - Adult No Changing Room - 90 mins	D	Fully flexible	73.50	78.50	6.80%	Based on September 2023 CPI - Rounded
ENG	All Sites	Grass Football Pitch - Junior 11-a-side with changing room (including Out of Borough School) - 60 mins	D	Fully flexible	46.30	49.50	6.91%	Based on September 2023 CPI - Rounded
ENG	All Sites	Grass Football Pitch Discount - Junior 11-a-side Pitch No Changing Room - 60 mins	D	Fully flexible	38.75	41.40	6.84%	Based on September 2023 CPI - Rounded
ENG	All Sites	Grass Football Pitch - All Southwark School 11-a-side Pitch - 90 mins	D	Fully flexible	35.65	38.10	6.87%	Based on September 2023 CPI - Rounded
ENG	All Sites	Grass Football Pitch - All Southwark School 11-a-side Pitch - 60 mins	D	Fully flexible	19.60	21.00	7.14%	Based on September 2023 CPI - Rounded
ENG	All Sites	Grass Football Pitch - Small Sized Pitch with changing room (including Out of Borough School) - 60 mins	D	Fully flexible	33.35	35.60	6.75%	Based on September 2023 CPI - Rounded
ENG	All Sites	Grass Football Pitch - Small Sized Pitch - Discount / No Changing Room - 60 mins	D	Fully flexible	19.60	21.00	7.14%	Based on September 2023 CPI - Rounded
ENG	All Sites	Grass Football Pitch - Small Sized Pitch - All Southwark Schools - 60 mins	D	Fully flexible	13.40	14.30	6.72%	Based on September 2023 CPI - Rounded
ENG	Burgess Park Community Sports Centre	Grass Rugby Pitch - Junior - 60 mins	D	Fully flexible	46.30	49.50	6.91%	Based on September 2023 CPI - Rounded
ENG	Burgess Park Community Sports Centre	Grass Rugby Pitch - Adult Peak - 90 mins	D	Fully flexible	93.85	100.20	6.77%	Based on September 2023 CPI - Rounded
ENG	Burgess Park Community Sports Centre	Grass Rugby Pitch - Adult Off-Peak - 90 mins	D	Fully flexible	73.60	78.60	6.79%	Based on September 2023 CPI - Rounded
ENG	All Sites	Grass Touch Rugby (Not on existing pitches) - 60 mins	D	Fully flexible	35.10	37.50	6.84%	Based on September 2023 CPI - Rounded
ENG	Peckham Rye Common	Gaelic Football / Aussie Rules - 90 mins	D	Fully flexible	93.90	100.20	6.71%	Based on September 2023 CPI - Rounded
ENG	Burgess Park Community Sports Centre	3g Astroturf - Full Pitch - Commercial Rate Peak - 60 mins	D	Fully flexible	173.25	184.90	6.72%	Based on September 2023 CPI - Rounded
ENG	Burgess Park Community Sports Centre	3g Astroturf - Full Pitch - Commercial Rate Off-Peak - 60 mins	D	Fully flexible	87.45	93.40	6.80%	Based on September 2023 CPI - Rounded
ENG	Burgess Park Community Sports Centre	3g Astroturf - Half Pitch - Commercial Peak - 60min	D	Fully flexible	87.80	93.70	6.72%	Based on September 2023 CPI - Rounded
ENG	Burgess Park Community Sports Centre	3g Astroturf - Half Pitch - Commercial Rate Off-Peak - 60 mins	D	Fully flexible	44.00	47.00	6.82%	Based on September 2023 CPI - Rounded
ENG	Burgess Park Community Sports Centre (+ future Brimington site)	3g Astroturf - Quarter Pitch - Commercial Peak - 60min	D	Fully flexible	43.90	46.90	6.83%	Based on September 2023 CPI - Rounded
ENG	Burgess Park Community Sports Centre (+ future Brimington site)	3g Astroturf - Quarter Pitch - Commercial Rate Off-Peak - 60 mins	D	Fully flexible	23.10	24.70	6.93%	Based on September 2023 CPI - Rounded
ENG	Burgess Park Community Sports Centre	3g Astroturf - Full Pitch - Community Rate Junior - 60 mins	D	Fully flexible	92.50	98.70	6.70%	Based on September 2023 CPI - Rounded
ENG	Burgess Park Community Sports Centre	3g Astroturf - Half Pitch - Community Rate Junior - 60 mins	D	Fully flexible	47.30	50.50	6.77%	Based on September 2023 CPI - Rounded
ENG	Burgess Park Community Sports Centre (+ future Brimington site)	3g Astroturf - Quarter Pitch - Community Rate Junior - 60min	D	Fully flexible	26.50	28.30	6.79%	Based on September 2023 CPI - Rounded
ENG	Burgess Park Community Sports Centre	3g Astroturf - Full Pitch - Community Rate Adult Peak - 60 mins	D	Fully flexible	104.50	111.60	6.79%	Based on September 2023 CPI - Rounded
ENG	Burgess Park Community Sports Centre	3g Astroturf - Full Pitch - Community Rate Adult Off-Peak - 60 mins	D	Fully flexible	73.50	78.50	6.80%	Based on September 2023 CPI - Rounded
ENG	Burgess Park Community Sports Centre	3g Astroturf - Half Pitch - Community Rate Adult Peak - 60 mins	D	Fully flexible	71.50	76.30	6.71%	Based on September 2023 CPI - Rounded
ENG	Burgess Park Community Sports Centre	3g Astroturf - Half Pitch - Community Rate Adult Off-Peak - 60 mins	D	Fully flexible	38.50	41.10	6.75%	Based on September 2023 CPI - Rounded

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG	Burgess Park Community Sports Centre (+ future Brimington site)	3g Astroturf - Quarter Pitch - Community Rate Adult Peak - 60 mins	D	Fully flexible	38.50	41.10	6.75%	Based on September 2023 CPI - Rounded
ENG	Burgess Park Community Sports Centre (+ future Brimington site)	3g Astroturf - Quarter Pitch - Community Rate Adult Off-Peak - 60 mins Adult	D	Fully flexible	21.45	22.90	6.76%	Based on September 2023 CPI - Rounded
ENG	Burgess Park Community Sports Centre	3g Astroturf All Southwark Schools - Full Pitch after 3:00pm - 60 mins - Southwark Schools non vatable	D	Fully flexible	42.90	45.80	6.76%	Based on September 2023 CPI - Rounded
ENG	Burgess Park Community Sports Centre	3g Astroturf All Southwark Schools - Full Pitch before 3:00pm - 60 mins - Southwark Schools non vatable	D	Fully flexible	22.00	23.50	6.82%	Based on September 2023 CPI - Rounded
ENG	Burgess Park Community Sports Centre	3g Astroturf Out of Borough Schools - Full Pitch - 60 mins	D	Fully flexible	53.90	57.60	6.86%	Based on September 2023 CPI - Rounded
ENG	Burgess Park Community Sports Centre	3g Astroturf - Full Pitch Match Rate - 120 min (Weekend FA affiliated club & league)	D	Fully flexible	117.80	125.70	6.71%	Based on September 2023 CPI - Rounded
ENG	Burgess Park Community Sports Centre	3g Astroturf - Half Pitch Match Rate - 9 vs 9 - 90 min (Weekend FA affiliated club & league)	D	Fully flexible	60.30	64.40	6.80%	Based on September 2023 CPI - Rounded
ENG	Burgess Park Community Sports Centre	3g Astroturf - Half Pitch Match Rate - 7 vs 7 - 90 min (Weekend FA affiliated club & league)	D	Fully flexible	50.30	53.70	6.76%	Based on September 2023 CPI - Rounded
ENG	Burgess Park Community Sports Centre	3g Astroturf - Quarter Pitch Match Rate - 5 vs 5 - 60 min (Weekend FA affiliated club & league)	D	Fully flexible	18.70	20.00	6.95%	Based on September 2023 CPI - Rounded
ENG	Burgess Park Community Sports Centre	New Basketball Court - Event Hire	D	Fully flexible	13.20	14.10	6.82%	Based on September 2023 CPI - Rounded
ENG	Burgess Park Community Sports Centre	Birthday party price - Pitch and club room - Quarter pitch (1hr play/30 min club room) *restricted times	D	Fully flexible	New	45.00		New fee - late afternoon on a weekend only
ENG	Burgess Park Community Sports Centre	Birthday party price - Pitch and club room - Half pitch (1hr play/30min club room) *restricted times	D	Fully flexible	New	65.00		New fee - late afternoon on a weekend only
ENG	Burgess Park Community Sports Centre	Walk in use of a pitch (Adult) *restricted times	D	Fully flexible	New	4.00		New - walk in use of pitch price where timetable allows
ENG	Burgess Park Community Sports Centre	Walk in use of a pitch (Junior) *restricted times	D	Fully flexible	New	Free		New - walk in use of pitch price where timetable allows
ENG	Tabard Gardens	Astroturf - Full Pitch Adult - Peak - 60 mins - (4pm-9pm)	D	Fully flexible	104.50	111.60	6.79%	Based on September 2023 CPI - Rounded
ENG	Tabard Gardens	Astroturf - Half Pitch Adult - Peak - 60 mins - (4pm-9pm)	D	Fully flexible	68.90	73.60	6.82%	Based on September 2023 CPI - Rounded
ENG	Tabard Gardens	Astroturf - Full Pitch Junior- Peak - 60 mins - (4pm-9pm)	D	Fully flexible	45.10	48.20	6.87%	Based on September 2023 CPI - Rounded
ENG	Tabard Gardens	Astroturf - Half Pitch Junior - Peak - 60 mins - (4pm-9pm)	D	Fully flexible	34.55	36.90	6.80%	Based on September 2023 CPI - Rounded
ENG	Tabard Gardens	Astroturf - Full Pitch- Off-Peak - 60 mins - (9am - 4pm)	D	Fully flexible	45.10	48.20	6.87%	Based on September 2023 CPI - Rounded
ENG	Tabard Gardens	Astroturf - Half Pitch - Off-Peak - 60 mins - (9am - 4pm)	D	Fully flexible	34.55	36.90	6.80%	Based on September 2023 CPI - Rounded
ENG	Tabard Gardens	Astroturf - Full Pitch - 60 mins All Southwark Schools - non vatable	D	Fully flexible	41.60	44.40	6.73%	Based on September 2023 CPI - Rounded
ENG	Tabard Gardens	Astroturf - Half Pitch - 60 mins All Southwark Schools - non vatable	D	Fully flexible	20.90	22.40	7.18%	Based on September 2023 CPI - Rounded
ENG	Belair Park, Dulwich Park, Peckham Rye Park	Changing Room Hire - Training and Away Fixtures Flat Fee - Minimum Charge	D	Fully flexible	57.00	60.90	6.84%	Based on September 2023 CPI - Rounded
ENG	Belair Park, Dulwich Park, Peckham Rye Park	Changing Room Hire - Late Locking Fee - Per Hour	D	Fully flexible	21.55	23.00	6.73%	Based on September 2023 CPI - Rounded
ENG	Mint Street Park MUGA (New)	MUGA with artificial grass surface - Commercial 60 mins	D	Fully flexible	New	39.25		New proposed fee modelling off of sites in similar location (Marlborough sport garden, GMH park)
ENG	Mint Street Park MUGA (New)	MUGA with artificial grass surface - School 60 mins	D	Fully flexible	New	11.00		New proposed fee modelling off of sites in similar location (Marlborough sport garden, GMH park)
ENG	Leathermarket Gardens MUGA (New)	MUGA with artificial grass surface - Commercial 60 mins	D	Fully flexible	New	39.25		New proposed fee modelling off of sites in similar location (Marlborough sport garden, GMH park)
ENG	Leathermarket Gardens MUGA (New)	MUGA with artificial grass surface - Community 60 mins	D	Fully flexible	New	23.50		New proposed fee modelling off of sites in similar location (Marlborough sport garden, GMH park)
ENG	Leathermarket Gardens MUGA (New)	MUGA with artificial grass surface - School 60 mins	D	Fully flexible	New	8.00		New proposed fee modelling off of sites in similar location (Marlborough sport garden, GMH park)

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG	BMX Track	Coaching sessions (fee per person) - 60 mins	D	Fully flexible	5.25	5.00	-4.76%	Listed below as a VAT inclusive price, now just the standard price. Reduced with Vat element and then 13% added to round the number
ENG	BMX Track	Book and ride peak - up to 30 riders - 60 mins	D	Fully flexible	165.00	176.10	6.73%	Based on September 2023 CPI - Rounded
ENG	BMX Track	New- Book and ride peak - up to 15 riders - 60 mins	D	Fully flexible	121.20	129.40	6.77%	Based on September 2023 CPI - Rounded
ENG	BMX Track	Book and ride off-peak - up to 30 riders - 60 mins	D	Fully flexible	100.95	107.80	6.79%	Based on September 2023 CPI - Rounded
ENG	BMX Track	Book and ride off peak - up to 15 riders - 60 mins	D	Fully flexible	76.70	81.90	6.78%	Based on September 2023 CPI - Rounded
ENG	BMX Track	New- Off Peak track only booking- No coach or equipment	D	Fully flexible	51.15	54.60	6.74%	Based on September 2023 CPI - Rounded
ENG	BMX Track	Club - No charge for first 700 hours per annum. £25/hr for any additional use.	D	Fully flexible	27.50	29.40	6.91%	Based on September 2023 CPI - Rounded
ENG	Burgess Park Lake	Fishing Day Ticket Per Rod	D	Fully flexible	10.00		-100.00%	Activity now provided by External Organisation
ENG	Burgess Park Lake	Fishing Day Ticket Concession Per Rod	D	Fully flexible	4.00		-100.00%	Activity now provided by External Organisation
ENG	All sites	Tennis Pay and Play fee (Peak) - inc non-Southwark schools	D	Fully flexible	8.75	9.40	7.43%	Based on September 2023 CPI - Rounded
ENG	All sites	Tennis Pay and Play fee (Off Peak) - inc non-Southwark school	D	Fully flexible	6.30	6.80	7.94%	Based on September 2023 CPI - Rounded
ENG	All sites	Tennis Concession Pay and Play fee (Peak)	D	Fully flexible	5.75	6.20	7.83%	Based on September 2023 CPI - Rounded
ENG	All sites	Tennis Concession Pay and Play fee (Off Peak)	D	Fully flexible	4.75	5.10	7.37%	Based on September 2023 CPI - Rounded
ENG	All sites	Tennis - Disabled residents	D	Fully flexible	New	Free	0.00%	New and aligns with Leisure who give free access to sites all week
ENG	All sites	Tennis Membership Annual fee	D	Fully flexible	60.00	64.10	6.83%	Based on September 2023 CPI - Rounded
ENG	All sites	Tennis Membership Pay and Play fee (Peak)	D	Fully flexible	6.25	6.70	7.20%	Based on September 2023 CPI - Rounded
ENG	All sites	Tennis Membership Pay and Play fee (Off Peak)	D	Fully flexible	4.80	5.20	8.33%	Based on September 2023 CPI - Rounded
ENG	All sites	Tennis Junior Membership	D	Fully flexible	Free	Free	0.00%	
ENG	All sites	Southwark education establishment and Third sector Booking (per court per hour)	D	Fully flexible	New	5.75		Proposed to charge at concession rate
ENG	All sites	Filming (per court per hour)	D	Fully flexible	New	25.00		New fee to compensate for loss of public facility for private hire
ENG	All sites	Corporate event hire (per court per hour)	D	Fully flexible	New	15.00		New fee to compensate for loss of public facility for private hire
ENG	Burgess Tennis Court (Proposed)	Creation of a new Court 8 booking (half court in Burgess Park)	D	Fully flexible	New	2.50		New fee created to ensure access to facility is controlled and equipment is not stolen
ENG	Licences							
ENG	VARIABLE FEES (Fees shown below are inclusive of 20% VAT)							
ENG	All Sites	Annual Group Exercise Licence (6-20Clients) - (1 - 3 Sessions Per Week)	D	Fully flexible	880.00	939.00	6.70%	Based on September 2023 CPI - Rounded
ENG	All Sites	Monthly Group Exercise Licence (6-20Clients) - (1 - 3 Sessions Per Week)	D	Fully flexible	88.50	94.50	6.78%	Based on September 2023 CPI - Rounded
ENG	All Sites	Annual Group Exercise Licence (6 -20 Clients) - (4-7 Sessions Per Week)	D	Fully flexible	1,040.00	1,109.70	6.70%	Based on September 2023 CPI - Rounded

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG	All Sites	Monthly Group Exercise Licence (6-20Clients) - (4-7 Sessions Per Week)	D	Fully flexible	104.00	111.00	6.73%	Based on September 2023 CPI - Rounded
ENG	All Sites	Annual Group Exercise Licence (21 -40 Clients) - (1 - 3 Sessions Per Week)	D	Fully flexible	1,950.00	2,080.70	6.70%	Based on September 2023 CPI - Rounded
ENG	All Sites	Monthly Group Exercise Licence (21 -40 Clients) - (1 - 3 Sessions Per Week)	D	Fully flexible	195.00	208.10	6.72%	Based on September 2023 CPI - Rounded
ENG	All Sites	Annual Group Exercise Licence (41 -60 Clients) - (1 - 3 Sessions Per Week)	D	Fully flexible	3,900.00	4,161.30	6.70%	Based on September 2023 CPI - Rounded
ENG	All Sites	Monthly Group Exercise Licence (41 -60 Clients) - (1 - 3 Sessions Per Week)	D	Fully flexible	390.00	416.20	6.72%	Based on September 2023 CPI - Rounded
ENG	All Sites	Annual Group Exercise Licence (21 -40 Clients) - (4-7 Sessions Per Week)	D	Fully flexible	3,900.00	4,161.30	6.70%	Based on September 2023 CPI - Rounded
ENG	All Sites	Monthly Group Exercise Licence (21 -40 Clients) - (4-7 Sessions Per Week)	D	Fully flexible	390.00	416.20	6.72%	Based on September 2023 CPI - Rounded
ENG	All Sites	Annual Group Exercise Licence (41 -60 Clients) - (4-7 Sessions Per Week)	D	Fully flexible	5,850.00	6,242.00	6.70%	Based on September 2023 CPI - Rounded
ENG	All Sites	Monthly Group Exercise Licence (41 -60 Clients) - (4-7 Sessions Per Week)	D	Fully flexible	585.00	624.20	6.70%	Based on September 2023 CPI - Rounded
ENG	All Sites	Annual Personal Trainers Licence (5 or less Clients) (1 - 3 Sessions Per Week)	D	Fully flexible	365.00	389.50	6.71%	Based on September 2023 CPI - Rounded
ENG	All Sites	Monthly Personal Trainers Licence (5 or less Clients) - (1 - 3 Sessions Per Week)	D	Fully flexible	36.50	39.00	6.85%	Based on September 2023 CPI - Rounded
ENG	All Sites	Annual Personal Trainers Licence (5 or less Clients) (4-7 Sessions Per Week)	D	Fully flexible	625.00	666.90	6.70%	Based on September 2023 CPI - Rounded
ENG	All Sites	Monthly Personal Trainers Licence (5 or less Clients) - (4-7 Sessions Per Week)	D	Fully flexible	62.50	66.70	6.72%	Based on September 2023 CPI - Rounded
ENG	Burgess Park Lake	Fishing Day Ticket Per Rod	D	Fully flexible	10.00	10.50	5.00%	Benchmarked Rates
ENG	Burgess Park Lake	Fishing Day Ticket Concession Per Rod	D	Fully flexible	4.00	4.20	5.00%	Benchmarked Rates
ENG	All Sites - Park Car Parks	Pay by Phone Car Parking (per hour)	D	Fully flexible	2.50	2.50	0.00%	Benchmarked Rates
ENG	New	Pay by Phone Car Parking (non-ULEZ/Diesel) (per hour)	D	Fully flexible		3.75		New fee introduced
ENG	All Sites - Park Car Parks	Business Parking Permit Annual	D	Fully flexible	676.50	721.90	6.71%	Adjusted to lead into alignment with Highways Permit Charges set out in Parking section in this document.
ENG	All Sites - Park Car Parks	Business Parking Permit 50% discount for electric vehicles Annual	D	Fully flexible	338.80	361.50	6.70%	
ENG	All Sites - Park Car Parks	Business Parking Permit Six Month	D	Fully flexible	417.00	445.00	6.71%	
ENG	All Sites - Park Car Parks	Business Parking Permit 50% discount electric vehicles Six Month	D	Fully flexible	207.00	221.00	6.76%	
ENG	All Sites - Park Car Parks	Event Organiser Parking for 25% occupancy Per Day	D	Fully flexible	55.50	59.30	6.85%	Based on September 2023 CPI - Rounded
ENG	All Sites - Park Car Parks	Location Film Unit Parking Licence 25% occupancy Per Day	D	Fully flexible	55.50	59.30	6.85%	Based on September 2023 CPI - Rounded
ENG	All Site excl Tier 1 Parks	Parks Mobile Trading Licence Per Month	D	Fully flexible	330.50	352.70	6.72%	Based on September 2023 CPI - Rounded
ENG	All Sites	Works Licence Administration Fee	D	Fully flexible	360.00	384.20	6.72%	Based on September 2023 CPI - Rounded
ENG	New	Celebration Tree Fee	D	Fully flexible		650.00	0.00%	New fee introduced
ENG	New	Memorial bench - Parks	D	Fully flexible		1,500.00	0.00%	New fee introduced
ENG	CEMETERIES AND CREMATORIUM (Figures Ex-VAT. Appropriate VAT will be added at the time of invoice, where applicable)							

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG	Cemeteries Interment Fees Resident							
ENG	Amended Service	Interment Resident Stillborn Inc Temp Marker Permit	D	Fully flexible		471.45	0.00%	Changed to reduce and improve administration
ENG	Amended Service	Interment Resident Child 0-5Yrs Inc Temp Marker Permit	D	Fully flexible		778.05	0.00%	Changed to reduce and improve administration
ENG	Amended Service	Interment Resident Child 5-17Yrs Inc Temp Marker Permit	D	Fully flexible		1,158.15	0.00%	Changed to reduce and improve administration
ENG	Amended Service	Interment Child Cremated Remains 0-17Yrs Inc Temp Marker Permit	D	Fully flexible		438.90	0.00%	Changed to reduce and improve administration
ENG	Amended Service	Solo/Simplicity Adult Interment (6ft6 x24")	D	Fully flexible		2,552.10	0.00%	Changed to reduce and improve administration
ENG	Amended Service	Classic Adult Interment (Up to 6ft8 x2" Maximum)	D	Fully flexible		2,848.65	0.00%	Changed to reduce and improve administration
ENG	Amended Service	Adult Supreme Interment for Coffins/Caskets Exceeding 6Ft 8" or 26"	D	Fully flexible		3,502.80	0.00%	Changed to reduce and improve administration
ENG		Interment of Cremated Remains in a Private Grave	D	Fully flexible	650.00	693.60	6.71%	Based on September 2023 CPI - Rounded
ENG		Interment of Cremated Remains into a Grave at the Time of a Coffin/Casket Burial (per set of remains)	D	Fully flexible	89.25	95.30	6.78%	Based on September 2023 CPI - Rounded
ENG		Interment of a 2nd Coffin/Casket into a Grave at the Time of a Coffin/Casket Burial	D	Fully flexible	560.00	597.60	6.71%	Based on September 2023 CPI - Rounded
ENG		Scattering of Cremated Remains on a Grave When Cremation Did Not Take Place at Honor Oak Crematorium	D	Fully flexible	117.25	125.20	6.78%	Based on September 2023 CPI - Rounded
ENG		Scattering of Cremated Remains on a Grave Where Cremation Took Place at Honor Oak Crematorium	D	Fully flexible	95.00	101.40	6.74%	Based on September 2023 CPI - Rounded
ENG		Saturday Interment Supplement No Chapel Service	D	Fully flexible	880.00	939.00	6.70%	Based on September 2023 CPI - Rounded
ENG		Saturday Interment Supplement - Burial After A Chapel Service	D	Fully flexible	960.00	1,024.40	6.71%	Based on September 2023 CPI - Rounded
ENG		Saturday Interment Supplement - Cremated Remains	D	Fully flexible	378.00	403.40	6.72%	Based on September 2023 CPI - Rounded
ENG	Cemeteries - Resident Grave Purchase Fees							
ENG		Resident Stillborn Grave	D	Fully flexible	460.00	490.90	6.72%	Based on September 2023 CPI - Rounded
ENG		Resident Child Grave 0-5Yrs	D	Fully flexible	782.00	834.40	6.70%	Based on September 2023 CPI - Rounded
ENG		Resident Child Grave 5-17Yrs	D	Fully flexible	1,530.00	1,632.60	6.71%	Based on September 2023 CPI - Rounded
ENG		Resident Child Cremated Remains Grave 0-17Yrs For 1 x Interment	D	Fully flexible	782.00	834.40	6.70%	Based on September 2023 CPI - Rounded
ENG		Resident Child & Parent Grave 2 Interments ONLY Same as Resident Simplicity	D	Fully flexible	3,536.00	3,773.00	6.70%	Based on September 2023 CPI - Rounded
ENG		Solo Grave 25 Yr (6ft 6" X 24" Maximum Only)	D	Fully flexible	2,985.00	3,185.00	6.70%	Based on September 2023 CPI - Rounded

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG		Solo Grave 50 Yr (6ft 6" X 24" Maximum Only)	D	Fully flexible	3,760.00	4,012.00	6.70%	Based on September 2023 CPI - Rounded
ENG		Solo Grave 75 Yr (6ft 6" X 24" Maximum Only)	D	Fully flexible	4,100.00	4,374.70	6.70%	Based on September 2023 CPI - Rounded
ENG	NEW	Solo Grave 100Yr (6ft 6" X 24" Maximum Only)	D	Fully flexible		4,646.25	0.00%	Extending Grave Lease Length Offer to Maximum for residents
ENG		Simplicity Lawn Grave 25 Year (6ft 6" X 24" Maximum Only)	D	Fully flexible	3,536.00	3,773.00	6.70%	Based on September 2023 CPI - Rounded
ENG		Simplicity Lawn Grave 50 Year (6ft 6" X 24" Maximum Only)	D	Fully flexible	4,702.00	5,017.10	6.70%	Based on September 2023 CPI - Rounded
ENG		Simplicity Lawn Grave 75 Year (6ft 6" X 24" Maximum Only)	D	Fully flexible	5,555.00	5,927.20	6.70%	Based on September 2023 CPI - Rounded
ENG	NEW	Simplicity Lawn Grave 100 Year (6ft 6" X 24" Maximum Only)	D	Fully flexible		6,221.25	0.00%	Extending Grave Lease Length Offer to Maximum for residents
ENG		Classic Lawn Grave 25 Year (Up to 6ft 8" X 28" Maximum Only)	D	Fully flexible	3,900.00	4,161.30	6.70%	Based on September 2023 CPI - Rounded
ENG		Classic Lawn Grave 50 Year (Up to 6ft 8" X 28" Maximum Only)	D	Fully flexible	4,812.00	5,134.50	6.70%	Based on September 2023 CPI - Rounded
ENG		Classic Lawn Grave 75 Year (Up to 6ft 8" X 28" Maximum Only)	D	Fully flexible	5,830.00	6,220.70	6.70%	Based on September 2023 CPI - Rounded
ENG	NEW	Classic Lawn Grave 100 Year (Up to 6ft 8" X 28" Maximum Only)	D	Fully flexible		6,326.25	0.00%	Extending Grave Lease Length Offer to Maximum for residents
ENG		Casket Supreme Grave 25 Year - Resident Only and Wooden Coffins/Caskets Only (Exceeding 6ft 8" X 28")	D	Fully flexible	4,605.00	4,913.60	6.70%	Based on September 2023 CPI - Rounded
ENG		Casket Supreme Grave 50 Year - Resident Only and Wooden Coffins/Caskets Only (Exceeding 6ft 8" X 28")	D	Fully flexible	5,298.00	5,653.00	6.70%	Based on September 2023 CPI - Rounded
ENG		Casket Supreme Grave 75 Year - Resident Only and Wooden Coffins/Caskets Only (Exceeding 6ft 8" X 26")	D	Fully flexible	6,135.00	6,546.10	6.70%	Based on September 2023 CPI - Rounded
ENG	New	Casket Supreme Grave 100 Year - Resident Only and Wooden Coffins/Caskets Only (Exceeding 6ft 8" X 26")	D	Fully flexible		7,134.75		Extending Grave Lease Length Offer to Maximum for residents
ENG	New	Traditional Lawn Grave 100 Year - Nunhead	D	Fully flexible		7,218.75	0.00%	Preserved Offer
ENG		Standard Lawn Grave (Interment x 1 Only 25 Years) - Resident Only	D	Fully flexible	2,930.00	3,126.40	6.70%	Based on September 2023 CPI - Rounded
ENG		Standard Lawn Single & Interment (Public)	D	Fully flexible	5,730.00	6,114.00	6.70%	Based on September 2023 CPI - Rounded
ENG	New	Cremated Remains Plot (For 2) 75 YEARS New Resident Only includes first interment	D	Fully flexible		3,097.50	0.00%	Extended lease dates
ENG	New	Cremated Remains Plot (For 2) 75 YEARS New Resident Only includes first interment	D	Fully flexible		3,502.80	0.00%	Extended lease dates
ENG		Renewal or Extension of Exclusive Right of Burial per 5 years	D	Fully flexible	300.00	320.10	6.70%	Based on September 2023 CPI - Rounded
ENG	NEW	Renewal or Extension of Exclusive Right of Burial per 10 years	D	Fully flexible		554.40	0.00%	New Fee
ENG	Cemeteries Interment Fees Non-Resident							
ENG	Amended Service	Interment Non Resident NVF (Private Not CFF) Includes Memorial Permit	D	Fully flexible		541.80	0.00%	Changed to reduce and improve administration

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG	Amended Service	Interment Non Resident Stillborn	D	Fully flexible		594.30	0.00%	Changed to reduce and improve administration
ENG	Amended Service	Interment Non Resident Child 0-5Yrs	D	Fully flexible		930.30	0.00%	Changed to reduce and improve administration
ENG	Amended Service	Interment Non Resident Child 5-17Yrs	D	Fully flexible		1,581.30	0.00%	Changed to reduce and improve administration
ENG	Amended Service	Interment Child Cremated Remains 0-17Yrs Non Resident	D	Fully flexible		709.80	0.00%	Changed to reduce and improve administration
ENG	Amended Service	18 Yrs Adult Solo/Simplicity Interment Fee 6ft 6" x 24" Maximum	D	Fully flexible		4,836.30	0.00%	Changed to reduce and improve administration
ENG	Amended Service	18-yrs - Adult Classic Interment Lawn Grave (Up to 6ft8"x28" Maximum)	D	Fully flexible		5,235.30	0.00%	Changed to reduce and improve administration
ENG	Amended Service	18-yrs - Adult Classic Supreme Interment Lawn Grave (Exceeds 6ft8"x26)	D	Fully flexible		5,702.55	0.00%	Changed to reduce and improve administration
ENG	New	18-yrs - Adult Interment (Exceeding 6ft8"x26)	D	Fully flexible		5,702.55	0.00%	Changed to reduce and improve administration
ENG		Interment of cremated remains in a private grave	D	Fully flexible	680.00	725.60	6.71%	Based on September 2023 CPI - Rounded
ENG		Interment of Cremated Remains into a Grave at the Time of a Coffin/Casket Burial (per set of remains)	D	Fully flexible	89.25	95.30	6.78%	Based on September 2023 CPI - Rounded
ENG		Interment of a 2nd Coffin/Casket into a Grave at the Time of a Coffin/Casket Burial	D	Fully flexible	545.00	581.60	6.72%	Based on September 2023 CPI - Rounded
ENG		Scattering of Cremated Remains on a Grave When Cremation Did Not Take Place at Honor Oak Crematorium	D	Fully flexible	166.00	177.20	6.75%	Based on September 2023 CPI - Rounded
ENG		Scattering of Cremated Remains on a Grave Where Cremation Took Place at Honor Oak Crematorium	D	Fully flexible	115.00	122.80	6.78%	Based on September 2023 CPI - Rounded
ENG		Saturday Interment Supplement No Chapel Service	D	Fully flexible	965.00	1,029.70	6.70%	Based on September 2023 CPI - Rounded
ENG		Saturday Interment Supplement - Burial After A Chapel Service	D	Fully flexible	1,057.00	1,127.90	6.71%	Based on September 2023 CPI - Rounded
ENG		Saturday Interment Supplement - Cremated Remains	D	Fully flexible	416.00	443.90	6.71%	Based on September 2023 CPI - Rounded
ENG	Cemeteries - Non Resident Grave Purchase Fees							
ENG		Non Resident NVF Grave 25 Years (Private Not CFF)	D	Fully flexible	763.00	814.20	6.71%	Based on September 2023 CPI - Rounded
ENG		Non Resident Stillborn Grave	D	Fully flexible	866.00	924.10	6.71%	Based on September 2023 CPI - Rounded
ENG		Non Resident Child Grave 0-5Yrs	D	Fully flexible	1,401.00	1,494.90	6.70%	Based on September 2023 CPI - Rounded
ENG		Non Resident Child Grave 5-17Yrs	D	Fully flexible	2,543.00	2,713.40	6.70%	Based on September 2023 CPI - Rounded
ENG		Non Resident Child Cremated Remains Grave 0-17Yrs For 1 x Interment	D	Fully flexible	1,125.00	1,200.40	6.70%	Based on September 2023 CPI - Rounded
ENG		Non Resident Child & Parent Grave 2 Interments ONLY Same as Non Resident Simplicity	D	Fully flexible	7,978.00	8,512.60	6.70%	Based on September 2023 CPI - Rounded

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG		Non Resident Child & Parent Cremated Remains Grave for 2 x Interments	D	Fully flexible	2,800.00	2,987.60	6.70%	Based on September 2023 CPI - Rounded
ENG		Simplicity Lawn Grave 25 Year (6ft 6" X 264) Non Resident	D	Fully flexible	8,035.00	8,573.40	6.70%	Based on September 2023 CPI - Rounded
ENG		Simplicity Lawn Grave 50 Year (6ft 6" X 24" Maximum Only) Non Resident	D	Fully flexible	9,330.00	9,955.20	6.70%	Based on September 2023 CPI - Rounded
ENG		Simplicity Lawn Grave 75 Year (6ft 6" X 24" Maximum Only) Non Resident	D	Fully flexible	10,225.00	10,910.10	6.70%	Based on September 2023 CPI - Rounded
ENG	New	Simplicity Lawn Grave 100 Year (6ft 6" X 24" Maximum Only) Non Resident	D	Fully flexible		10,946.25		Extended lease dates
ENG		Classic Lawn Standard Grave 25 Year - Wooden Coffins/Caskets Only (6ft 8" X 26" Maximum) Non Resident	D	Fully flexible	8,260.00	8,813.50	6.70%	Based on September 2023 CPI - Rounded
ENG		Classic Lawn Standard Grave 50 Year - Wooden Coffins/Caskets Only (6ft 8" X 26" Maximum) Non Resident	D	Fully flexible	9,395.00	10,024.50	6.70%	Based on September 2023 CPI - Rounded
ENG		Classic Lawn Standard Grave 75 Year - Wooden Coffins/Caskets Only (6ft 8" X 26" Maximum) Non Resident	D	Fully flexible	10,425.00	11,123.50	6.70%	Based on September 2023 CPI - Rounded
ENG	New	Classic Lawn Standard Grave 100 Year - Wooden Coffins/Caskets Only (6ft 8" X 26" Maximum) Non Resident	D	Fully flexible		11,385.00		extended lease period offered
ENG	New	Casket Supreme Grave 50 Year - Wooden Coffins/Caskets Only (Exceeding 6ft 8" X 28") Non resident	D	Fully flexible		12,405.00		new offer of casket grave, previously only available to residents
ENG	New	Renewal or Extension of Exclusive Right of Burial PER 5 YEARS Non Resident	D	Fully flexible		404.20		New Fee
ENG	New	Renewal or Extension of Exclusive Right of Burial PER 10YEARS Non Resident	D	Fully flexible		675.00		New Fee
ENG	Service Fees							
ENG		Direct to Grave Service 20 Mins Inclusive (No Fee)	D	Fully flexible	-		0.00%	No change
ENG		Chapel Service 30mins + 20 Mins Graveside Service Inclusive	D	Fully flexible	155.75	166.20	6.71%	Based on September 2023 CPI - Rounded
ENG		Double Chapel Service 60 Mins + 20 Mins Graveside Service Inclusive	D	Fully flexible	311.60	332.50	6.71%	Based on September 2023 CPI - Rounded
ENG		Graveside Service 45 Mins	D	Fully flexible	73.75	78.70	6.71%	Based on September 2023 CPI - Rounded
ENG	New	Graveside Service 45 Mins Inc PARTIAL Backfill to close the grave	D	Fully flexible		175.00		To include reintroduction for partial backfill covering cost of time taken on funerals
ENG	New	Resource to rectify an unauthorised backfill	D	Fully flexible		350.00		To prevent unauthorised backfills from taking place.
ENG		Single Chapel Service & Extended Grave Service (Includes Backfills 30 Mins + 1.5Hrs Grave Side	D	Fully flexible	222.40	237.40	6.74%	Based on September 2023 CPI - Rounded
ENG		Double Chapel Service & Extended Grave Service (Includes Backfills 60 Mins + 1.5Hrs Grave Side	D	Fully flexible	382.50	408.20	6.72%	Based on September 2023 CPI - Rounded

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG		Extended Graveside Service (Includes Services Requiring Backfill Service) 2.5Hrs @ Graveside	D	Fully flexible	222.25	237.20	6.73%	Based on September 2023 CPI - Rounded
ENG		Use of Chapel for Memorial Service 1hr - Monday - Friday) New	D	Fully flexible	288.50	307.90	6.72%	Based on September 2023 CPI - Rounded
ENG		Use of Organ	D	Fully flexible	40.15	42.90	6.85%	Based on September 2023 CPI - Rounded
ENG		Late to Burial Graveside/Chapel (Per 15 Minutes)	D	Fully flexible	74.85	79.90	6.75%	Based on September 2023 CPI - Rounded
ENG		Penalty Charge for incorrect coffin/casket sizes which result in Excavation of a differing grave.			1,000.00	1,000.00	0.00%	no change to service
ENG	Exhumation							
ENG		Exhumation (Single Coffin)	D	Fully flexible	5,560.00	5,560.00	0.00%	already at maximum charges
ENG		Exhumation of any Subsequent Coffins on the Same Day	D	Fully flexible	910.00	910.00	0.00%	already at maximum charges
ENG		Exhumation of Cremated Remains (Single)	D	Fully flexible	547.00	547.00	0.00%	already at maximum charges
ENG		Exhumation of any Subsequent Coffins on the Same Day	D	Fully flexible	227.50	227.50	0.00%	already at maximum charges
ENG	Deeds							
ENG	Deeds	Replacement Deed of Grant	D	Fully flexible	58.50	62.50	6.84%	Based on September 2023 CPI - Rounded
		Transfer	D	Fully flexible	145.00	155.00	6.90%	Based on September 2023 CPI - Rounded
ENG	New	Transfer & Replacement of Deed Service	D	Fully flexible	145.00	155.00	6.90%	Based on September 2023 CPI - Rounded
ENG	Resident Memorial Permits							
ENG		Simplicity Memorial Licence Fee Private Grave 25 years - Includes 5 Yearly Risk Assessments	D	Fully flexible	335.00	357.50	6.72%	Based on September 2023 CPI - Rounded
ENG		Classic/Supreme Memorial Licence Fee Private Grave 25 years - Includes 5 Yearly Risk Assessments	D	Fully flexible	350.00	373.50	6.71%	Based on September 2023 CPI - Rounded
ENG		Garden Area Memorial Permit 5 YEARS ONLY(Older Area Only)	D	Fully flexible	203.50	217.20	6.73%	Based on September 2023 CPI - Rounded
ENG		Fixed Shoe Memorial Permit Lodge & Area Z	D	Fully flexible	400.00	426.80	6.70%	Based on September 2023 CPI - Rounded
ENG		Traditional Memorial Permit Where Permitted	D	Fully flexible	439.50	469.00	6.71%	Based on September 2023 CPI - Rounded
ENG		Memorial Licence Fee - NVF Public Grave (15 years Only)	D	Fully flexible	132.00	140.90	6.74%	Based on September 2023 CPI - Rounded
ENG		Memorial Licence Fee - Stillborn Grave (25 years Only)	D	Fully flexible	211.25	225.50	6.75%	Based on September 2023 CPI - Rounded
ENG		Memorial Licence Fee - Children Grave 0-5 yrs (25 years Only)	D	Fully flexible	257.00	274.30	6.73%	Based on September 2023 CPI - Rounded

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG		Added Inscription to Existing Memorial. Adding Photo Plaque to Existing Memorial	D	Fully flexible	132.00	140.90	6.74%	Based on September 2023 CPI - Rounded
ENG		Renovation/Cleaning of Memorial - Permit	D	Fully flexible	74.25	79.30	6.80%	Based on September 2023 CPI - Rounded
ENG		Refix with Added Inscription (Returned after Burial)	D	Fully flexible	185.00	197.40	6.70%	Based on September 2023 CPI - Rounded
ENG	Amended Service	Refix Memorial (Returned after Burial) Without Insc	D	Fully flexible		100.00	0.00%	New service to include removal and refix fee
ENG	New	Refix Memorial after transfer or memorial safety inspection	D	Fully flexible		100.00	0.00%	New service as above to support memorial safety delivery
ENG		Memorial Permit Temporary Marker for 12 Months Only	D	Fully flexible	42.50	45.40	6.82%	Based on September 2023 CPI - Rounded
ENG		Cemetery Memorial Bench Permit 5Years	D	Fully flexible	271.25	289.50	6.73%	Based on September 2023 CPI - Rounded
ENG		Rights to Add Vase/Tablet/Ledger (Where Permitted)	D	Fully flexible	165.70	176.90	6.76%	Based on September 2023 CPI - Rounded
ENG		Rights to Add Kerbs (Where Authorised - Older Areas)	D	Fully flexible	285.00	385.00	35.09%	Increased costs of supplies
ENG	Non-Resident Memorial Permits							
ENG		Simplicity Memorial Licence Fee Private Grave 25 years - Includes 5 Yearly Risk Assessments	D	Fully flexible	368.50	393.20	6.70%	Based on September 2023 CPI - Rounded
ENG		Classic Memorial Licence Fee Private Grave 25 years - Includes 5 Yearly Risk Assessments	D	Fully flexible	385.00	410.80	6.70%	Based on September 2023 CPI - Rounded
ENG		Garden Area Memorial Permit 5 YEARS ONLY(Where Permitted) Includes fitting	D	Fully flexible	425.00	453.50	6.71%	Based on September 2023 CPI - Rounded
ENG		Fixed Shoe Memorial Permit Lodge & Area Z	D	Fully flexible	440.00	469.50	6.70%	Based on September 2023 CPI - Rounded
ENG		Traditional Memorial Permit Where Permitted	D	Fully flexible	485.00	517.50	6.70%	Based on September 2023 CPI - Rounded
ENG		Memorial Licence Fee - NVF Public Grave (15 years Only)	D	Fully flexible	145.00	154.80	6.76%	Based on September 2023 CPI - Rounded
ENG		Memorial Licence Fee - Stillborn Grave (25 years Only)	D	Fully flexible	235.00	250.80	6.72%	Based on September 2023 CPI - Rounded
ENG		Memorial Licence Fee - Children Grave 0-5 yrs (25 years Only)	D	Fully flexible	260.00	277.50	6.73%	Based on September 2023 CPI - Rounded
ENG		Added Inscription to Existing Memorial. Adding Photo Plaque to Existing Memorial (On Site)	D	Fully flexible	145.00	154.80	6.76%	Based on September 2023 CPI - Rounded
ENG		Renovation/Cleaning Memorial - Permit (On-Site)	D	Fully flexible	82.00	90.00	9.76%	Benchmarked Rates
ENG	New	Refix Memorial (Returned after Burial) Without Added Insc	D	Fully flexible		105.00	0.00%	Benchmarked Rates
ENG	New	Refix Memorial (Returned after Burial) With Added Insc	D	Fully flexible		170.00	0.00%	Benchmarked Rates
ENG	New	Refix Memorial after transfer or memorial safety inspection (Non-Discounted)	D	Fully flexible		105.00	0.00%	Benchmarked Rates
ENG	New	Refix Memorial after transfer or memorial safety inspection (Discounted)	D	Fully flexible		45.00	0.00%	Benchmarked Rates
ENG		Memorial Permit Temporary Marker for 12 Months Only	D	Fully flexible	45.00	48.10	6.89%	Based on September 2023 CPI - Rounded

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG		Cemetery Memorial Bench Permit 5 Years	D	Fully flexible	325.00	346.80	6.71%	Based on September 2023 CPI - Rounded
ENG		Rights to Add Vase or Tablet (Where Permitted)	D	Fully flexible	165.00	176.10	6.73%	Based on September 2023 CPI - Rounded
ENG		Rights to Add Kerbs (Where Authorised - Older Areas)	D	Fully flexible	425.00	453.50	6.71%	Based on September 2023 CPI - Rounded
ENG	Grave Preparation Ancillary Items							
ENG		Removal of Memorial not Exceeding 7' X 3'	D	Fully flexible	338.00	360.70	6.72%	Based on September 2023 CPI - Rounded
ENG		Grave Depth Check (Where Possible)	D	Fully flexible	34.25	36.60	6.86%	Based on September 2023 CPI - Rounded
ENG		Ground works to Uncover Memorials or find Burial Location at Nunhead (Where Possible)	D	Fully flexible	202.00	215.60	6.73%	Based on September 2023 CPI - Rounded
ENG		Removal of Garden Area	D	Fully flexible	85.00	90.70	6.71%	Based on September 2023 CPI - Rounded
ENG		Removal of Items Including Bush/Plants for Burial Preparation	D	Fully flexible	85.00	90.70	6.71%	Based on September 2023 CPI - Rounded
ENG		Removal of Unauthorised Items (S)	D	Fully flexible	27.50	29.40	6.91%	Based on September 2023 CPI - Rounded
ENG		Removal of Unauthorised Items (M)	D	Fully flexible	66.00	70.50	6.82%	Based on September 2023 CPI - Rounded
ENG		Removal of Unauthorised Items (L)	D	Fully flexible	98.00	104.60	6.73%	Based on September 2023 CPI - Rounded
ENG	General Maintenance Fees							
ENG		Grave Top Up (After 12 Months from Interment)	D	Fully flexible	65.00	69.40	6.77%	Based on September 2023 CPI - Rounded
ENG		Grave Return (After 12 Months from Interment)	D	Fully flexible	135.00	144.10	6.74%	Based on September 2023 CPI - Rounded
ENG		Level & Turf (After 12 Months from Interment)	D	Fully flexible	145.00	154.80	6.76%	Based on September 2023 CPI - Rounded
ENG	Memorial Safety							
ENG		Lift & Level Memorial	D	Fully flexible	267.50	285.50	6.73%	Based on September 2023 CPI - Rounded
ENG		Memorial Safety Fees (Laying Flat)	D	Fully flexible	176.15	188.00	6.73%	Based on September 2023 CPI - Rounded
ENG		Memorial Safety (Digging In -Mudstoning)	D	Fully flexible	187.15	199.70	6.71%	Based on September 2023 CPI - Rounded
ENG		Memorial Safety Works Fee	D	Fully flexible	143.10	152.70	6.71%	Based on September 2023 CPI - Rounded
ENG	Genealogy & Searches							
ENG		Marking / Identification of Grave Prior to Visit - Special Request (min 5 days notice)	D	Fully flexible	40.15	42.90	6.85%	Based on September 2023 CPI - Rounded
ENG		Copy of Cemetery Grave Location Plan – Per Grave (Up to A3 Size) Postal Only	D	Fully flexible	3.50	3.80	8.57%	Based on September 2023 CPI - Rounded
ENG		Genealogy Search Per Name	D	Fully flexible	29.70	31.70	6.73%	Based on September 2023 CPI - Rounded
ENG	Memorials							

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG		Temporary Grave Marker Wooden Cross/Plaque	D	Fully flexible	72.65	77.60	6.81%	Based on September 2023 CPI - Rounded
ENG		Temporary Grave Marker Other	D	Fully flexible	91.00	97.10	6.70%	Based on September 2023 CPI - Rounded
ENG		Temporary Grave Marker & Permit Bundle	D	Fully flexible	113.30	120.90	6.71%	Based on September 2023 CPI - Rounded
ENG		Low Level Memorial/Cremated Remains Grave Memorial Including Fitting	D	Fully flexible	855.00	912.30	6.70%	Based on September 2023 CPI - Rounded
ENG		Baby Memorial Including Fitting - NVF & Stillborn Graves	D	Fully flexible	495.00	528.20	6.71%	Based on September 2023 CPI - Rounded
ENG		Children 0-5 Year Grave Memorial Including Fitting	D	Fully flexible	925.00	987.00	6.70%	Based on September 2023 CPI - Rounded
ENG		Additional Per Letter	D	Fully flexible	3.65	3.90	6.85%	Based on September 2023 CPI - Rounded
ENG		Photo Plaque	D	Fully flexible	114.00	121.70	6.75%	Based on September 2023 CPI - Rounded
ENG		Flower Vase	D	Fully flexible	20.75	22.20	6.99%	Based on September 2023 CPI - Rounded
ENG		Emblem/Motif/Drawing	D	Fully flexible	P.O.A	P.O.A	P.O.A	
ENG	Admin Charges							
ENG		Funeral cortèges arriving late for services will be surcharged per 15 minutes overdue or part thereof	D	Fully flexible	74.85	79.90	6.75%	Based on September 2023 CPI - Rounded
ENG		Services that over run will be surcharged per 15 minutes or part thereof	D	Fully flexible	74.85	79.90	6.75%	Based on September 2023 CPI - Rounded
ENG		Cancellation Fees (Notification Required 72hrs prior to Service)	D	Fully flexible	138.70	148.00	6.71%	Based on September 2023 CPI - Rounded
ENG	Digital Media Services							
ENG	NEW	Basic Slide Show	D	Fully flexible		50.00	0.00%	new services from provider which have changed all previous offering
ENG	NEW	Music Tribute Service Slide Show 25 Photos	D	Fully flexible		75.00	0.00%	new services from provider which have changed all previous offering
ENG	NEW	Themed Tribute 25 Photos	D	Fully flexible		95.00	0.00%	new services from provider which have changed all previous offering
ENG	NEW	Keepsake DVD, USB, Blu-Ray, Audio Recording	D	Fully flexible		55.00	0.00%	new services from provider which have changed all previous offering
ENG	NEW	Keepsake Video Book	D	Fully flexible		100.00	0.00%	new services from provider which have changed all previous offering
ENG	NEW	Extra Copy Keepsake Video Book	D	Fully flexible		50.00	0.00%	new services from provider which have changed all previous offering
ENG	NEW	Keepsake Memory Box	D	Fully flexible		130.00	0.00%	new services from provider which have changed all previous offering
ENG	NEW	Extra Copy Keepsake Memory Box	D	Fully flexible		70.00	0.00%	new services from provider which have changed all previous offering
ENG	NEW	Live Stream on Demand	D			55.00	0.00%	new services from provider which have changed all previous offering
ENG	NEW	Extra Copies of Keepsake DVD, USB, Blu-Ray, Audio Recording	D	Fully flexible		30.00	0.00%	new services from provider which have changed all previous offering

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG	NEW	Obitus Bundle Halo Photo, Music Slideshow, Webcast Live & On Demand x 1 Keepsake item choose from Usb/DVD	D	Fully flexible		155.00	0.00%	new services from provider which have changed all previous offering
ENG	NEW	Extra Single Photo	D	Fully flexible		10.00	0.00%	new services from provider which have changed all previous offering
ENG	NEW	Family Supplied Photo Tribute	D	Fully flexible		30.00	0.00%	new services from provider which have changed all previous offering
ENG	NEW	Bespoke Tribute	D	Fully flexible		380.00	0.00%	new services from provider which have changed all previous offering
ENG	NEW	Extra Work Charge	D	Fully flexible		20.00	0.00%	new services from provider which have changed all previous offering
ENG	NEW	Extra Photo Charge (25 Photos)	D	Fully flexible		22.00	0.00%	new services from provider which have changed all previous offering
ENG	NEW	Tribute Download Link	D	Fully flexible		10.00	0.00%	new services from provider which have changed all previously offering
ENG	Cremation Service Fees							
ENG		Resident Stillborn Cremation - Recovery Charge Between 9am-10am	D	Fully flexible	70.50	75.30	6.81%	Based on September 2023 CPI - Rounded
ENG	NEW	Resident Stillborn Cremation - Recovery Charge Between 10am-11am				135.00		New offering charges to provide flexibility and charges to be covered via Child funeral fund
ENG	NEW	Resident Stillborn Cremation - Recovery Charge Between 11am-4pm				225.00		New offering charges to provide flexibility and charges to be covered via Child funeral fund
ENG		Resident Child 0-5 Cremation - Recovery Charge 9am-10am	D	Fully flexible	133.00	142.00	6.77%	Based on September 2023 CPI - Rounded
ENG	NEW	Resident Child 0-5 Cremation - Recovery Charge 10am-11am				185.00		New offering charges to provide flexibility and charges to be covered via Child funeral fund
ENG	NEW	Resident Child 0-5 Cremation - Recovery Charge 11am-4pm				265.00		New offering charges to provide flexibility and charges to be covered via Child funeral fund
ENG		Resident Child 5-17 - Recovery Charge 9am-10am	D	Fully flexible	247.00	263.60	6.72%	Based on September 2023 CPI - Rounded
ENG	NEW	Resident Child 5-17 - Recovery Charge 10am-11am				335.00		New offering charges to provide flexibility and charges to be covered via Child funeral fund
ENG	NEW	Resident Child 5-17 - Recovery Charge 11am-4pm				385.00		New offering charges to provide flexibility and charges to be covered via Child funeral fund
ENG		Non Resident Stillborn Cremation - Recovery Charge 9am-10am	D	Fully flexible	102.00	108.90	6.76%	Based on September 2023 CPI - Rounded
ENG	NEW	Non Resident Stillborn Cremation - Recovery Charge 10am-11am				185.00		New offering charges to provide flexibility and charges to be covered via Child funeral fund
ENG	NEW	Non Resident Stillborn Cremation - Recovery Charge 11am-4pm				245.00		New offering charges to provide flexibility and charges to be covered via Child funeral fund
ENG		Non Resident Child 0-5 Cremation - Recovery Charge 9am-10am	D	Fully flexible	150.50	160.60	6.71%	Based on September 2023 CPI - Rounded
ENG	NEW	Non Resident Child 0-5 Cremation - Recovery Charge 10am-11am				235.00		New offering charges to provide flexibility and charges to be covered via Child funeral fund
ENG	NEW	Non Resident Child 0-5 Cremation - Recovery Charge 11am-4pm				325.00		New offering charges to provide flexibility and charges to be covered via Child funeral fund
ENG		Non Resident Child 5-17 - Recovery Charge 9am-10am	D	Fully flexible	282.00	300.90	6.70%	Based on September 2023 CPI - Rounded
ENG	NEW	Non Resident Child 5-17 - Recovery Charge 10am-11am				385.00		New offering charges to provide flexibility and charges to be covered via Child funeral fund
ENG	NEW	Non Resident Child 5-17 - Recovery Charge 11am-4pm				435.00		New offering charges to provide flexibility and charges to be covered via Child funeral fund

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG	NEW	Adult Cremation 17yrs Plus 50 Mins				1,085.00		Improve offering and flexibility for families and compete with neighbouring crematoriums
ENG	NEW	Double Cremation Service 17yrs Plus 100 Mins				1,510.00		Improve offering and flexibility for families and compete with neighbouring crematoriums
ENG	NEW	Witnessed Charge Adult Cremation 17yrs Plus 60 Mins				1,125.00		Improve offering and flexibility for families and compete with neighbouring crematoriums
ENG	NEW	Witnessed Charge Adult Cremation 17yrs Plus Double Time 100 Mins				1,550.00		Improve offering and flexibility for families and compete with neighbouring crematoriums
ENG	NEW	Late Afternoon Cremation Charge 60mins (4pm)				1,125.00		Improve offering and flexibility for families and compete with neighbouring crematoriums
ENG		Direct Cremation Service (9am, 9:15, 9:30 & 9:45am) No Mourners.	D	Fully flexible	428.00	456.70	6.71%	Based on September 2023 CPI - Rounded
ENG		Body Part Fee (Form 2 Cremation) No Mourners (Direct Cremation)	D	Fully flexible	162.00	172.90	6.73%	Based on September 2023 CPI - Rounded
ENG		Early Morning Service 10 & 10.45am Only (30 mins service)	D	Fully flexible	765.00	816.30	6.71%	Based on September 2023 CPI - Rounded
ENG		Saturday Cremation - (30 mins)	D	Fully flexible	1,468.00	1,566.40	6.70%	Based on September 2023 CPI - Rounded
ENG		Saturday Cremation - (60 mins)	D	Fully flexible	1,895.25	2,022.30	6.70%	Based on September 2023 CPI - Rounded
ENG		Sunday Cremation - (30 mins)	D	Fully flexible	1,914.00	2,042.30	6.70%	Based on September 2023 CPI - Rounded
ENG		Sunday Cremation - (60 mins)	D	Fully flexible	2,099.00	2,239.70	6.70%	Based on September 2023 CPI - Rounded
ENG		Use of Organ only, but supply own organist	D	Fully flexible	40.70	43.50	6.88%	Based on September 2023 CPI - Rounded
ENG		Services that over run will be surcharged per 15 minutes or part thereof	D	Fully flexible	74.85	79.90	6.75%	Based on September 2023 CPI - Rounded
ENG		Funeral cortèges arriving late for services will be surcharged per 15 minutes overdue or part thereof	D	Fully flexible	74.85	79.90	6.75%	Based on September 2023 CPI - Rounded
ENG		Memorial Service (Cremation Chapel) 60 Mins Hired by the Hour Now Rather per 15 Mins	D	Fully flexible	467.55	498.90	6.71%	Based on September 2023 CPI - Rounded
ENG	Admin Fees - Cremated Remains							
ENG		Cremated Remains Returned within 48Hrs		Fully flexible	35.00	37.40	6.86%	Based on September 2023 CPI - Rounded
ENG		Overseas certificate	D	Fully flexible	35.00	37.40	6.86%	Based on September 2023 CPI - Rounded
ENG		Duplicate Certificate	D	Fully flexible	35.00	37.40	6.86%	Based on September 2023 CPI - Rounded
ENG		Transfer of Memorial Rights Cremation	D	Fully flexible	38.50	41.10	6.75%	Based on September 2023 CPI - Rounded
ENG		Remove Cremation Memorial for added inscription or prefacing	D	Fully flexible	45.00	48.10	6.89%	Based on September 2023 CPI - Rounded
ENG		Strewing of Cremated Remains from Another Crematorium	D	Fully flexible	87.00	92.90	6.78%	Based on September 2023 CPI - Rounded
ENG		Witnessed Strewing of Cremated Remains	D	Fully flexible	30.00	32.10	7.00%	Based on September 2023 CPI - Rounded
ENG		Interment/Enclosure of Cremated Remains Dedicated Niche (Additional)	D	Fully flexible	67.50	72.10	6.81%	Based on September 2023 CPI - Rounded

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG		Cremated Remains Retained after 1 Month (Charged Quarterly)	D	Fully flexible	80.00	85.40	6.75%	Based on September 2023 CPI - Rounded
ENG		Saturday Supplement Cremated Remains	D	Fully flexible	88.00	93.90	6.70%	Based on September 2023 CPI - Rounded
ENG	Living Memorials & Grounds Memorials							
ENG		Standard Rose Bush Sponsorship 5 years, Inc. Maintenance, Plaque Inc. VAT	D	Fully flexible	395.00	421.50	6.71%	Based on September 2023 CPI - Rounded
ENG	NEW	Standard Rose Bush Sponsorship 5 years Renewal	D	Fully flexible		375.00		Offer of renewal period to encourage renewal of lease
ENG		Standard Rose Bush Sponsorship 10 yrs, Inc. Maintenance, Plaque Inc. VAT	D	Fully flexible	612.00	653.10	6.72%	Based on September 2023 CPI - Rounded
ENG	NEW	Standard Rose Bush Sponsorship 10 yrs, Renewal	D	Fully flexible		570.00		Offer of renewal period to encourage renewal of lease
ENG		Classic Rose Bush Sponsorship 5 years, Inc. Maintenance, Plaque & Motif Inc. VAT	D	Fully flexible	415.00	442.90	6.72%	Based on September 2023 CPI - Rounded
ENG	NEW	Classic Rose Bush Sponsorship 5 years, Renewal	D	Fully flexible		380.00		Offer of renewal period to encourage renewal of lease
ENG		Classic Rose Bush Sponsorship 10 years, Inc. Maintenance, Plaque & Motif Inc. VAT	D	Fully flexible	632.00	674.40	6.71%	Based on September 2023 CPI - Rounded
ENG		Premier Rose Bush Sponsorship 5 years, Inc. Maintenance, Photo Plaque Inc. VAT	D	Fully flexible	504.00	537.80	6.71%	Based on September 2023 CPI - Rounded
ENG	NEW	Premier Rose Bush Sponsorship 5 years, Renewal	D	Fully flexible		490.00		Offer of renewal period to encourage renewal of lease
ENG		Premier Rose Bush Sponsorship 10 years, Inc. Maintenance, Photo Plaque Inc. VAT	D	Fully flexible	719.00	767.20	6.70%	Based on September 2023 CPI - Rounded
ENG	NEW	Premier Rose Bush Sponsorship 10 years, Renewal	D	Fully flexible		680.00		Offer of renewal period to encourage renewal of lease
ENG		Replacement Rose/Tree Plaque	D	Fully flexible	96.80	103.30	6.71%	Based on September 2023 CPI - Rounded
ENG		Replacement Rose/ Tree Plaque with Motif	D	Fully flexible	121.00	129.20	6.78%	Based on September 2023 CPI - Rounded
ENG		Replacement Rose/Tree Plaque with Photo	D	Fully flexible	210.00	224.10	6.71%	Based on September 2023 CPI - Rounded
ENG		.	D	Fully flexible	1,050.00	1,120.40	6.70%	Based on September 2023 CPI - Rounded
ENG		New Memorial Bench (5 Years Only) Plaque Only Shared Bench	D	Fully flexible	420.00	448.20	6.71%	Based on September 2023 CPI - Rounded
ENG		Scatter Lawn Simple Memorial 5 year Leaf	D	Fully flexible	350.00	373.50	6.71%	Based on September 2023 CPI - Rounded
ENG		Scatter Lawn 5 Year Memorial	D	Fully flexible	445.00	474.90	6.72%	Based on September 2023 CPI - Rounded
ENG		Scatter Lawn Replacement Tablet	D	Fully flexible	175.00	186.80	6.74%	Based on September 2023 CPI - Rounded
ENG	NEW	London Dedication New	D	Fully flexible		240.00		offer of new memorial
ENG	NEW	London Dedication Renewal	D	Fully flexible		200.00		offer of new memorial
ENG	NEW	Cremation Ledger Desktop Simplicity Inc 50 Letters	D	Fully flexible		485.00		offer of new memorial
ENG	NEW	Cremation Ledger Desktop Classic Inc 50 Letters	D	Fully flexible		525.00		offer of new memorial

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG	NEW	Cremation Ledger Desktop Prestige Inc 50 Letters	D	Fully flexible		635.00		offer of new memorial
ENG	NEW	Cremation Granite Ledger & 50 Letters	D	Fully flexible		POA		offer of new memorial
ENG	NEW	Cremation Vase & Vase Holder	D	Fully flexible		75.00		offer of new memorial
ENG	Garden Room Memorials							
ENG		Rights to a leather panel for 5 yrs. (including lettering)	D	Fully flexible	305.00	325.50	6.72%	Based on September 2023 CPI - Rounded
ENG		Replacement leather panel.	D	Fully flexible	95.00	101.40	6.74%	Based on September 2023 CPI - Rounded
ENG		Rights to interior niche 15 yrs. (including inscription)	D	Fully flexible	1,255.00	1,339.10	6.70%	Based on September 2023 CPI - Rounded
ENG	Remembrance Suite Memorials							
ENG		Columbarium Niche (Double) 5 years	D	Fully flexible	882.00	941.10	6.70%	Based on September 2023 CPI - Rounded
ENG		Columbarium Niche (Double) 10 years	D	Fully flexible	1,658.00	1,769.10	6.70%	Based on September 2023 CPI - Rounded
ENG		New Leaf on Tree of Memory per year	D	Fully flexible	68.00	72.60	6.76%	Based on September 2023 CPI - Rounded
ENG		Renewal Leaf on Tree of Memory per year	D	Fully flexible	48.00	51.30	6.88%	Based on September 2023 CPI - Rounded
ENG		Books of Remembrance - 2 line entry (Inc. VAT)	D	Fully flexible	107.00	114.20	6.73%	Based on September 2023 CPI - Rounded
ENG		Books of Remembrance - 5 line entry (Inc. VAT)	D	Fully flexible	165.00	176.10	6.73%	Based on September 2023 CPI - Rounded
ENG		Books of Remembrance - 8 line entry (Inc. VAT)	D	Fully flexible	226.00	241.20	6.73%	Based on September 2023 CPI - Rounded
ENG		Miniature book or Card of remembrance (Inscription Additional By No of Lines)	D	Fully flexible	34.00	36.30	6.76%	Based on September 2023 CPI - Rounded
ENG		Emblem & badges & Coat of Arms (Start at £95.00)	D	Fully flexible	103.00	110.00	6.80%	Based on September 2023 CPI - Rounded
ENG	Heritage Memorials							
ENG		Kubit Niche for 15 Years	D	Fully flexible	1,206.00	1,286.90	6.71%	Based on September 2023 CPI - Rounded
ENG		Kubis Niche Lease Renewal for 15 Years	D	Fully flexible	985.00	1,051.00	6.70%	Based on September 2023 CPI - Rounded
ENG		Rights Cloister Niche for 15 years. Exterior Niche (Family)	D	Fully flexible	2,105.00	2,246.10	6.70%	Based on September 2023 CPI - Rounded
ENG		Rights Cloister Niche for 15 years. Exterior Niche (Duet)	D	Fully flexible	1,580.00	1,685.90	6.70%	Based on September 2023 CPI - Rounded
ENG		Rights Cloister Niche for 15 years. Exterior Niche (Solo)	D	Fully flexible	1,263.00	1,347.70	6.71%	Based on September 2023 CPI - Rounded
ENG	NEW	Cloisters Wall Tablet Renewal	D	Fully flexible		850.00		Offer of renewal period to encourage renewal of lease
ENG		Cloisters Wall Tablet (Single) Includes 50 Letters - 15 years	D	Fully flexible	1,204.00	1,284.70	6.70%	Based on September 2023 CPI - Rounded
ENG		Cloisters Wall Tablet (Double) Includes 50 Letters - 15 years	D	Fully flexible	1,505.00	1,605.90	6.70%	Based on September 2023 CPI - Rounded

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG		Cloisters Wall Tablet (Triple) Includes 100 Letters - 15 years	D	Fully flexible	1,505.00	1,605.90	6.70%	Based on September 2023 CPI - Rounded
ENG		Cloisters Wall Tablet (Quadruple) Includes 100 - Letters - 15 years	D	Fully flexible	2,007.00	2,141.50	6.70%	Based on September 2023 CPI - Rounded
ENG		Tablet - Wall of Remembrance Rights for 10 years Includes Tablet & Lettering	D	Fully flexible	1,089.00	1,162.00	6.70%	Based on September 2023 CPI - Rounded
ENG	NEW	Tablet - Wall of Remembrance Rights for 10 years Renewal	D	Fully flexible		945.00		Offer of renewal period to encourage renewal of lease
ENG		Niche - Wall of Remembrance Rights for 10 years Includes Tablet & Lettering	D	Fully flexible	1,205.00	1,285.80	6.71%	Based on September 2023 CPI - Rounded
ENG	NEW	Niche - Wall of Remembrance Rights for 10 years Renewal	D	Fully flexible		945.00		Offer of renewal period to encourage renewal of lease
ENG		Sanctum 12 Niche 15 years (Including 80 Letters)	D	Fully flexible	1,572.00	1,677.40	6.70%	Based on September 2023 CPI - Rounded
ENG		Sanctum 12 Niche 15 years Lease RENEWAL ONLY	D	Fully flexible	985.00	1,051.00	6.70%	Based on September 2023 CPI - Rounded
ENG		Rights to Sanctum 2000 Niche 15 years (Including 80 Letters)	D	Fully flexible	1,572.00	1,677.40	6.70%	Based on September 2023 CPI - Rounded
ENG		Rights to Sanctum 2000 Niche 15 years Lease RENEWAL ONLY	D	Fully flexible	985.00	1,051.00	6.70%	Based on September 2023 CPI - Rounded
ENG		Vase Block and Tablet - 10 years Includes Tablet & Lettering	D	Fully flexible	750.00	800.30	6.71%	Based on September 2023 CPI - Rounded
ENG	NEW	Vase Block Renewal	D	Fully flexible		630.00		Offer of renewal period to encourage renewal of lease
ENG		Vase Block Replacement Granite Plaque	D	Fully flexible	195.00	208.10	6.72%	Based on September 2023 CPI - Rounded
ENG		Rights to Kerb Tablet 10 years- Includes Tablet & Lettering	D	Fully flexible	405.00	432.20	6.72%	Based on September 2023 CPI - Rounded
ENG		Kerb Tablet Renewal	D	Fully flexible		385.00		Offer of renewal period to encourage renewal of lease
ENG		Replacement Kerb Tablet	D	Fully flexible	92.00	98.20	6.74%	Based on September 2023 CPI - Rounded
ENG		Rights to Planter Tablet 10 Years - Includes Tablet & Lettering	D	Fully flexible	656.00	700.00	6.71%	Based on September 2023 CPI - Rounded
ENG		Replacement Planter Tablet	D	Fully flexible	194.00	207.00	6.70%	Based on September 2023 CPI - Rounded
ENG	Little Haven Baby & Children Memorials							
ENG		Little Haven Memorial Permit	D	Fully flexible	88.00	93.90	6.70%	Based on September 2023 CPI - Rounded
ENG		Little Haven Enclosure Service	D	Fully flexible	67.50	72.10	6.81%	Based on September 2023 CPI - Rounded
ENG		Little Haven Scattering Service	D	Fully flexible	22.00	23.50	6.82%	Based on September 2023 CPI - Rounded
ENG		Little Haven Yearly Niche Charge CFF	D	Fully flexible	50.00	53.40	6.80%	Based on September 2023 CPI - Rounded
ENG		Little Haven Scattering Lawn Leaf Inscription & 1 Year Dedication	D	Fully flexible	70.50	75.30	6.81%	Based on September 2023 CPI - Rounded
ENG		Little Haven Scattering Lawn Leaf Renewal Yearly Cost	D	Fully flexible	27.00	28.90	7.04%	Based on September 2023 CPI - Rounded
ENG		Maple Leaf	D	Fully flexible	337.00	359.60	6.71%	Based on September 2023 CPI - Rounded

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG		Over the Rainbow	D	Fully flexible	410.00	437.50	6.71%	Based on September 2023 CPI - Rounded
ENG		To the Moon & Back	D	Fully flexible	410.00	437.50	6.71%	Based on September 2023 CPI - Rounded
ENG		Plain Plaque	D	Fully flexible	410.00	437.50	6.71%	Based on September 2023 CPI - Rounded
ENG		Swallow Plaque	D	Fully flexible	306.00	326.60	6.73%	Based on September 2023 CPI - Rounded
ENG		Above Ground Ashes Boulder	D	Fully flexible	617.00	658.40	6.71%	Based on September 2023 CPI - Rounded
ENG	SOUTH DOCK MARINA							
ENG	Mooring Fees per meter (Figures Ex-VAT)							
ENG		Mooring - Annual per metre	D	Fully flexible	482.67	515.10	6.72%	Based on September 2023 CPI - Rounded
ENG		Mooring - Six Monthly per metre	D	Fully flexible	253.40	270.40	6.71%	Based on September 2023 CPI - Rounded
ENG		Mooring - Quarterly per metre	D	Fully flexible	132.74	141.70	6.75%	Based on September 2023 CPI - Rounded
ENG		Mooring - Monthly per metre	D	Fully flexible	46.27	49.40	6.76%	Based on September 2023 CPI - Rounded
ENG		Visitor day rate. Per metre per night Min 8m	D	Fully flexible	8.00	8.00	0.00%	No Change
ENG		Visitor day rate. Per metre pe night. 13 mtr <	D	Fully flexible	8.00	8.60	7.50%	Based on September 2023 CPI - Rounded
ENG		Visitor Week rate. Per metre per week. Min 8m	D	Fully flexible	48.00	48.00	0.00%	No Change
ENG		Visitor Week rate. Per metre per week. 13 mtr <	D	Fully flexible	48.00	51.30	6.88%	Based on September 2023 CPI - Rounded
ENG	Car Park Fees (Figures Ex-VAT)							
ENG		Car Park - Visitor's Cars - Daily	D	Fully flexible	11.55	12.40	7.36%	Based on September 2023 CPI - Rounded
ENG	Storage (Figures Ex-VAT)							
ENG		Storage - Trailers - Overnight	D	Fully flexible	37.01	39.50	6.72%	Based on September 2023 CPI - Rounded
ENG		Storage fee - Container (monthly)	D	Fully flexible	194.83	207.90	6.71%	Based on September 2023 CPI - Rounded
ENG		Storage fee - Container (monthly) Upper level	D	Fully flexible	194.83	207.90	6.71%	Based on September 2023 CPI - Rounded
ENG		Storage unit in multi container - Monthly	D	Fully flexible	64.95	69.40	6.85%	Based on September 2023 CPI - Rounded
ENG		Storage unit in multi container - Quarterly	D	Fully flexible	186.22	198.70	6.70%	Based on September 2023 CPI - Rounded
ENG		Storage unit in multi container - 6 Monthly	D	Fully flexible	355.11	379.00	6.73%	Based on September 2023 CPI - Rounded
ENG		Storage unit in multi container - Annually	D	Fully flexible	676.64	722.00	6.70%	Based on September 2023 CPI - Rounded
ENG	Miscellaneous (Figures Ex-VAT)							
ENG		Labour - Per Hour	D	Fully flexible	57.83	61.80	6.86%	Based on September 2023 CPI - Rounded
ENG		Towage - Within the Marina	D	Fully flexible	67.08	71.60	6.73%	Based on September 2023 CPI - Rounded
ENG		Contractors Daily Charge - Use of Facilities	D	Fully flexible	16.42	17.60	7.16%	Based on September 2023 CPI - Rounded
ENG		Contractor annual charge	D	Fully flexible	858.28	915.80	6.70%	Based on September 2023 CPI - Rounded
ENG		Pressure Washer - Hire for maximum 4 hours. Additional hours at 25% of rate.	D	Fully flexible	53.20	56.80	6.76%	Based on September 2023 CPI - Rounded
ENG		Pressure Washer - Wash off underwater hull / metre LOA	D	Fully flexible	10.64	11.40	7.13%	Based on September 2023 CPI - Rounded
ENG		Portable Pump Hire - Submersible - 4 hours. Additional hours at 25% of rate.	D	Fully flexible	57.83	61.80	6.86%	Based on September 2023 CPI - Rounded
ENG		Holding Tank Pump-Out - Small Tank	D	Fully flexible	19.66	21.00	6.80%	Based on September 2023 CPI - Rounded
ENG		Holding Tank Pump-Out - Large Tank	D	Fully flexible	32.39	34.60	6.84%	Based on September 2023 CPI - Rounded
ENG		Emergency Pump Out	D	Fully flexible		182.00		New Charge Based on pumpout + labour
ENG		Re-Chocking after lift out per chock move.	D	Fully flexible	12.03	12.90	7.24%	Based on September 2023 CPI - Rounded
ENG		Crane - Lift Out or Launch / metre LOA. 8 m minimum.	D	Fully flexible	30.88	33.00	6.86%	Based on September 2023 CPI - Rounded
ENG		Crane - Lift and Hold per metre LOA. 8m Minimum. Up to 2 hours.	D	Fully flexible	38.52	41.10	6.71%	Based on September 2023 CPI - Rounded
ENG		Crane - Lift and Hold per additional hour.	D	Fully flexible	41.64	44.50	6.87%	Based on September 2023 CPI - Rounded
ENG		Mast lift per hour- - Single Spreader Mast Lift	D	Fully flexible	120.29	128.40	6.74%	Based on September 2023 CPI - Rounded
ENG		Crane Hire/telehandler per hour - Machine and 1Operator Only	D	Fully flexible	115.66	123.50	6.78%	Based on September 2023 CPI - Rounded

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG		Crane cancellation fee - Less than 24 hours notice	D	Fully flexible	82.12	87.70	6.79%	Based on September 2023 CPI - Rounded
ENG		Boat Yard - 1-30 Days - Per metre per day	D	Fully flexible	1.48	1.60	8.47%	Based on September 2023 CPI - Rounded
ENG		Boat Yard - 31-60 Days - Per metre per day	D	Fully flexible	1.78	2.00	12.21%	Based on September 2023 CPI - Rounded
ENG		Boat Yard - 61-120 Days - Per metre per day	D	Fully flexible	2.09	2.30	10.06%	Based on September 2023 CPI - Rounded
ENG		Boat Yard - 121 Days and over - Per metre per day	D	Fully flexible	2.70	2.90	7.23%	Based on September 2023 CPI - Rounded
ENG		Re Choking per chock moved after lift out	D	Fully flexible	12.03	12.90	7.24%	Based on September 2023 CPI - Rounded
ENG	New fee	Covered work bay	D	Fully flexible		60.00		New Fee (covered work space new scheme) (no weekly /monthly reduction as need to ensure quick turn around of craft)
ENG		Laundry - Wash tokens	D	Fully flexible	5.23	5.60	7.08%	Based on September 2023 CPI - Rounded
ENG		Laundry - Drying tokens	D	Fully flexible	1.10	1.20	9.21%	Based on September 2023 CPI - Rounded
ENG		Transfer of Residents Licence. Current year's fee or 10% of selling price, whichever is higher.	D	Fully flexible	4,202.03	4,483.60	6.70%	Based on September 2023 CPI - Rounded
ENG	New fee	Lock Keepers Cottage meeting room (per hour)	D	Fully flexible	-	10.00		New fee
ENG	Supply of Electricity							
ENG	New fee	Boatyard electricity per unit.	D	Fully flexible	Varies	Varies		
ENG		Electricity - Metered supply - pontoons and boat yard - Unit charge + (VAT 5%)	D	Fully flexible	Varies	Varies		
ENG		Electricity - Metered supply - pontoons and boat yard - 16 amp Monthly Service Charge	D	Fully flexible	6.48	7.00	8.07%	Based on September 2023 CPI - Rounded
ENG		Electricity - Metered supply - pontoons and boat yard - 32 amp Monthly Service Charge	D	Fully flexible	7.52	8.10	7.74%	Based on September 2023 CPI - Rounded
ENG	LEISURE CENTRES							
ENG	Memberships							
ENG	All sites	All Access Adult Direct Debit	D	Fully flexible	29.99	31.99	6.67%	Based on September 2023 CPI - Rounded to nearest 99p, and the membership pricing structure
ENG	All sites	All Access Adult Annual	D	Fully flexible	299.90	319.90	6.67%	Based on September 2023 CPI - Adjusted for the membership pricing structure
ENG	All sites	All Access Plus Adult Direct Debit	D	Fully flexible	39.99	41.99	5.00%	Based on September 2023 CPI - Rounded to nearest 99p, and the membership pricing structure
ENG	All sites	All Access Plus Adult Annual	D	Fully flexible	399.90	419.90	5.00%	Based on September 2023 CPI - Adjusted for the membership pricing structure
ENG	All sites	All Access Concession Direct Debit	D	Fully flexible	24.99	26.99	8.00%	Based on September 2023 CPI - Rounded to nearest 99p, and the membership pricing structure
ENG	All sites	All Access Concession Annual	D	Fully flexible	249.90	269.90	8.00%	Based on September 2023 CPI - Adjusted for the membership pricing structure
ENG	All sites	All Access Plus Concession Direct Debit	D	Fully flexible	34.99	36.99	5.72%	Based on September 2023 CPI - Rounded to nearest 99p, and the membership pricing structure
ENG	All sites	All Access Plus Concession Annual	D	Fully flexible	349.90	369.90	5.72%	Based on September 2023 CPI - Adjusted for the membership pricing structure
ENG	Camberwell, Peckham, Seven Islands, Surrey Docks, Track	Lifestyle Adult Direct debit	D	Fully flexible	24.99	26.99	8.00%	Based on September 2023 CPI - Rounded to nearest 99p, and the membership pricing structure
ENG	Camberwell, Peckham, Seven Islands, Surrey Docks, Track	Lifestyle Adult Annual	D	Fully flexible	249.90	269.90	8.00%	Based on September 2023 CPI - Adjusted for the membership pricing structure
ENG	Camberwell, Peckham, Seven Islands, Surrey Docks, Track	Lifestyle Plus Adult Direct debit	D	Fully flexible	29.99	31.99	6.67%	Based on September 2023 CPI - Rounded to nearest 99p, and the membership pricing structure
ENG	Camberwell, Peckham, Seven Islands, Surrey Docks, Track	Lifestyle Plus Adult Annual	D	Fully flexible	299.90	319.90	6.67%	Based on September 2023 CPI - Adjusted for the membership pricing structure
ENG	Camberwell, Peckham, Seven Islands, Surrey Docks, Track	Lifestyle Concession Direct debit	D	Fully flexible	19.99	21.99	10.01%	Based on September 2023 CPI - Rounded to nearest 99p, and the membership pricing structure
ENG	Camberwell, Peckham, Seven Islands, Surrey Docks, Track	Lifestyle Concession Annual	D	Fully flexible	199.90	219.90	10.01%	Based on September 2023 CPI - Adjusted for the membership pricing structure
ENG	Camberwell, Peckham, Seven Islands, Surrey Docks, Track	Lifestyle Concession Plus Direct debit	D	Fully flexible	24.99	26.99	8.00%	Based on September 2023 CPI - Rounded to nearest 99p, and the membership pricing structure
ENG	Camberwell, Peckham, Seven Islands, Surrey Docks, Track	Lifestyle Concession Plus Annual	D	Fully flexible	249.90	269.90	8.00%	Based on September 2023 CPI - Adjusted for the membership pricing structure
ENG	All sites	Joining Admin Fee	D	Fully flexible	20.00	25.00	25.00%	Based on market demand

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG	All Sites	Replacement Card Fee	D	Fully flexible	2.00	3.50	75.00%	Based on market demand
ENG	All sites	Freeze DD membership Fee	D	Fully flexible	5.00	7.50	50.00%	Based on market demand
ENG	All sites	On Demand Fitness (online) Member	D	Fully flexible	5.00	5.00	0.00%	No Change
ENG	All sites	On Demand Fitness (online) Non-Member	D	Fully flexible	10.00	10.00	0.00%	No Change
ENG	Surrey Docks Fitness & Watersports Centre	Watersports (Family) Membership Annual	D	Fully flexible	368.65	393.00	6.61%	Based on September 2023 CPI - Rounded to nearest pound
ENG	Surrey Docks Fitness & Watersports Centre	Watersports (Adult) Membership Annual	D	Fully flexible	178.40	190.00	6.50%	Based on September 2023 CPI - Rounded to nearest pound
ENG	Surrey Docks Fitness & Watersports Centre	Watersports (Junior) Membership Annual	D	Fully flexible	80.80	86.00	6.44%	Based on September 2023 CPI - Rounded to nearest pound
ENG	Surrey Docks Fitness & Watersports Centre	Watersports (Sibling) Membership Annual	D	Fully flexible	67.75	72.00	6.27%	Based on September 2023 CPI - Rounded to nearest pound
ENG	Swim School							
ENG	All sites	Child - Direct Debit (Group Lessons)	D	Fully flexible	37.70	40.30	6.90%	Based on September 2023 CPI - Rounded
ENG	All sites	Adult - Direct Debit (Group Lessons)	D	Fully flexible	37.70	40.30	6.90%	Based on September 2023 CPI - Rounded
ENG	All sites	Southwark splash programme joining fee	D	Fully flexible	30.00	30.00	0.00%	Based on market demand
ENG	All sites	Joining fee per additional member	D	Fully flexible	30.00	10.00	-66.67%	Based on market demand
ENG	Swimming Prices							
ENG	All Sites	Adult Swim Peak Non Member	D	Fully flexible	5.65	6.10	7.96%	Based on September 2023 CPI - Rounded
ENG	All Sites	Adult Swim Peak FSG Member (Outside FSG hours)	D	Fully flexible	3.30	3.60	9.09%	Based on September 2023 CPI - Rounded
ENG	All Sites	Adult Swim Off Peak Non Member	D	Fully flexible	5.30	5.70	7.55%	Based on September 2023 CPI - Rounded
ENG	All Sites	Adult Swim Off Peak FSG Member (Outside FSG hours)	D	Fully flexible	2.75	3.00	9.09%	Based on September 2023 CPI - Rounded
ENG	All Sites	Concession Non Member	D	Fully flexible	2.00	2.20	10.00%	Based on September 2023 CPI - Rounded
ENG	All Sites	Concession FSG Member (Outside FSG hours)	D	Fully flexible	0.90	1.00	11.11%	Based on September 2023 CPI - Rounded
ENG	All Sites	Under 3 years FSG member	D	Fully flexible	-	-	0.00%	N/A - no fee
ENG	All Sites	Shower	D	Fully flexible	1.30	1.40	7.69%	Based on September 2023 CPI - Rounded
ENG	Gym and Fitness Classes							
ENG	All Sites	Gym Non Member	D	Fully flexible	10.50	11.30	7.62%	Based on September 2023 CPI - Rounded
ENG	All Sites	Gym FSG Member (Outside FSG hours)	D	Fully flexible	8.10	8.70	7.41%	Based on September 2023 CPI - Rounded
ENG	All Sites	Gym Concession (Off Peak) Non Member	D	Fully flexible	8.10	8.70	7.41%	Based on September 2023 CPI - Rounded
ENG	All Sites	Gym Concession (Off Peak) FSG Member (Outside FSG hours)	D	Fully flexible	3.50	3.80	8.57%	Based on September 2023 CPI - Rounded
ENG	All Sites	Fitness Classes Non Member	D	Fully flexible	10.50	11.30	7.62%	Based on September 2023 CPI - Rounded
ENG	All Sites	Fitness Classes FSG Member	D	Fully flexible	8.10	8.70	7.41%	Based on September 2023 CPI - Rounded
ENG	All Sites	Fitness Classes Concession (Off Peak) Non Member	D	Fully flexible	8.10	8.70	7.41%	Based on September 2023 CPI - Rounded
ENG	All Sites	Fitness Classes Concession (Off Peak) FSG Member	D	Fully flexible	3.50	3.80	8.57%	Based on September 2023 CPI - Rounded
ENG	All Sites	Yoga 90 min Non Member	D	Fully flexible	14.30	15.30	6.99%	Based on September 2023 CPI - Rounded
ENG	All Sites	Yoga 90 min FSG Member	D	Fully flexible	10.50	11.30	7.62%	Based on September 2023 CPI - Rounded
ENG	All Sites	Yoga 90 min concession (off peak) Non Member	D	Fully flexible	10.50	11.30	7.62%	Based on September 2023 CPI - Rounded
ENG	All Sites	Yoga 90 min concession (off peak) FSG Member	D	Fully flexible	6.45	6.90	6.98%	Based on September 2023 CPI - Rounded
ENG	All Sites	Pilates Non Member	D	Fully flexible	12.65	13.50	6.72%	Based on September 2023 CPI - Rounded
ENG	All Sites	Pilates FSG Member	D	Fully flexible	10.50	11.30	7.62%	Based on September 2023 CPI - Rounded
ENG	All Sites	Pilates concession (off peak) Non Member	D	Fully flexible	10.50	11.30	7.62%	Based on September 2023 CPI - Rounded

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG	All Sites	Pilates concession (off peak) FSG Member	D	Fully flexible	6.10	6.60	8.20%	Based on September 2023 CPI - Rounded
ENG	All Sites	Gym Welcome - Non Member	D	Fully flexible	20.00	21.40	7.00%	Based on September 2023 CPI - Rounded
ENG	All Sites	Junior Gym Session	D	Fully flexible	3.35	3.60	7.46%	Based on September 2023 CPI - Rounded
ENG	All Sites	Junior Gym Welcome - Non Member	D	Fully flexible	4.00	4.30	7.50%	Based on September 2023 CPI - Rounded
ENG	All Sites	No show and late cancellation charges	D	Fully flexible	4.00	4.00	0.00%	Based on market demand
ENG	Personal Training Package							
ENG	All Sites	30min Group P T Session	D	Fully flexible	32.00	34.00	6.25%	Based on September 2023 CPI - Rounded to nearest pound
ENG	All Sites	30min Group P T 3 Sessions	D	Fully flexible	90.00	96.00	6.67%	Based on September 2023 CPI - Rounded to nearest pound
ENG	All Sites	30min Group P T 6 Sessions	D	Fully flexible	168.00	179.00	6.55%	Based on September 2023 CPI - Rounded to nearest pound
ENG	All Sites	30min Group P T 10 Sessions (new product)	D	Fully flexible		275.00	0.00%	Based on market demand (similar price as 3+6 sessions)
ENG	All Sites	30min P T Session	D	Fully flexible	25.00	27.00	8.00%	Based on September 2023 CPI - Rounded to nearest pound
ENG	All Sites	30min P T 3 Sessions	D	Fully flexible	68.00	73.00	7.35%	Based on September 2023 CPI - Rounded to nearest pound
ENG	All Sites	30min P T 6 Sessions	D	Fully flexible	126.00	135.00	7.14%	Based on September 2023 CPI - Rounded to nearest pound
ENG	All Sites	30min P T 10 Sessions (new product)	D	Fully flexible		208.00	0.00%	Based on market demand (similar price as 3+6 sessions)
ENG	All Sites	45min Group P T	D	Fully flexible	51.00	54.00	5.88%	Based on September 2023 CPI - Rounded to nearest pound
ENG	All Sites	45min Group P T 3 Sessions	D	Fully flexible	145.00	155.00	6.90%	Based on September 2023 CPI - Rounded to nearest pound
ENG	All Sites	45min Group P T 6 Sessions	D	Fully flexible	227.00	242.00	6.61%	Based on September 2023 CPI - Rounded to nearest pound
ENG	All Sites	45min Group P T 10 Sessions (new product)	D	Fully flexible		397.00	0.00%	Based on market demand (similar price as 3+6 sessions)
ENG	All Sites	45min P T Session	D	Fully flexible	34.00	36.00	5.88%	Based on September 2023 CPI - Rounded to nearest pound
ENG	All Sites	45min P T 3 Sessions	D	Fully flexible	95.00	101.00	6.32%	Based on September 2023 CPI - Rounded to nearest pound
ENG	All Sites	45min P T 6 Sessions	D	Fully flexible	182.00	194.00	6.59%	Based on September 2023 CPI - Rounded to nearest pound
ENG	All Sites	45min P T 10 Sessions (new product)	D	Fully flexible		295.00	0.00%	Based on market demand (similar price as 3+6 sessions)
ENG	All Sites	60min Group P T Session	D	Fully flexible	64.00	68.00	6.25%	Based on September 2023 CPI - Rounded to nearest pound
ENG	All Sites	60min Group P T 3 Sessions	D	Fully flexible	181.00	193.00	6.63%	Based on September 2023 CPI - Rounded to nearest pound
ENG	All Sites	60min Group P T 6 Sessions	D	Fully flexible	346.00	369.00	6.65%	Based on September 2023 CPI - Rounded to nearest pound
ENG	All Sites	60min Group P T 10 Sessions (new product)	D	Fully flexible		562.00	0.00%	Based on market demand (similar price as 3+6 sessions)
ENG	All Sites	60min P T	D	Fully flexible	42.00	45.00	7.14%	Based on September 2023 CPI - Rounded to nearest pound
ENG	All Sites	60min P T 3 Sessions	D	Fully flexible	119.00	127.00	6.72%	Based on September 2023 CPI - Rounded to nearest pound
ENG	All Sites	60min P T 6 Sessions	D	Fully flexible	227.00	242.00	6.61%	Based on September 2023 CPI - Rounded to nearest pound
ENG	All Sites	60min P T 10 Sessions	D	Fully flexible		369.00	0.00%	Based on market demand (similar price as 3+6 sessions)
ENG	Schools Swimming							
ENG	Camberwell Leisure Centre	Main Pool	D	Fully flexible	65.40	69.80	6.73%	Based on September 2023 CPI - Rounded
ENG	Dulwich Leisure Centre	Main Pool	D	Fully flexible	65.40	69.80	6.73%	Based on September 2023 CPI - Rounded
ENG	Peckham Pulse Leisure Centre	Main Pool	D	Fully flexible	65.40	69.80	6.73%	Based on September 2023 CPI - Rounded
ENG	Peckham Pulse Leisure Centre	Hydro Pool (with instructor)	D	Fully flexible	65.40	69.80	6.73%	Based on September 2023 CPI - Rounded
ENG	Peckham Pulse Leisure Centre	Hydro Pool (no instructor)	D	Fully flexible	47.80	51.10	6.90%	Based on September 2023 CPI - Rounded
ENG	Seven Islands Leisure Centre	Main Pool	D	Fully flexible	65.40	69.80	6.73%	Based on September 2023 CPI - Rounded
ENG	The Castle Centre	Main Pool	D	Fully flexible	65.40	69.80	6.73%	Based on September 2023 CPI - Rounded
ENG		Additional school swim instructor	D	Fully flexible	15.00	16.10	7.33%	Based on September 2023 CPI - Rounded
ENG	Swimming Lessons							

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG	All sites	1:1 Swimming lessons (30 mins)	D	Fully flexible	36.20	38.70	6.91%	Based on September 2023 CPI - Rounded
ENG	All sites	2:1 Swimming lessons (30 mins)	D	Fully flexible	22.62	24.20	6.98%	Based on September 2023 CPI - Rounded
ENG	All sites	National Pool Lifeguard Qualification	D	Fully flexible	300.00	320.10	6.70%	Based on September 2023 CPI - Rounded
ENG	Site Specific Pricing							
ENG	Camberwell Leisure Centre	Half - Main Pool Hire (Hirer)	D	Fully flexible	66.05	70.50	6.74%	Based on September 2023 CPI - Rounded
ENG	Camberwell Leisure Centre	Half - Main Pool Hire	D	Fully flexible	67.75	72.30	6.72%	Based on September 2023 CPI - Rounded
ENG	Camberwell Leisure Centre	Teaching Pool Hire (Hirer)	D	Fully flexible	66.05	70.50	6.74%	Based on September 2023 CPI - Rounded
ENG	Camberwell Leisure Centre	Teaching Pool Hire	D	Fully flexible	67.75	72.30	6.72%	Based on September 2023 CPI - Rounded
ENG	Camberwell Leisure Centre	Lane Hire (Hirer)	D	Fully flexible	27.35	29.20	6.76%	Based on September 2023 CPI - Rounded
ENG	Camberwell Leisure Centre	Lane Hire	D	Fully flexible	28.50	30.50	7.02%	Based on September 2023 CPI - Rounded
ENG	Camberwell Leisure Centre	Meeting Room	D	Fully flexible	16.50	17.70	7.27%	Based on September 2023 CPI - Rounded
ENG	Camberwell Leisure Centre	Warwick Hall	D	Fully flexible	23.56	25.20	6.96%	Based on September 2023 CPI - Rounded
ENG	Dulwich Leisure Centre	Studio Hire	D	Fully flexible	23.56	25.20	6.96%	Based on September 2023 CPI - Rounded
ENG	Dulwich Leisure Centre	Meeting Room	D	Fully flexible	16.50	17.70	7.27%	Based on September 2023 CPI - Rounded
ENG	Dulwich Leisure Centre	Pool Hire (off peak)	D	Fully flexible	80.80	86.30	6.81%	Based on September 2023 CPI - Rounded
ENG	Dulwich Leisure Centre	Pool Hire (with teacher) (off peak)	D	Fully flexible	100.40	107.20	6.77%	Based on September 2023 CPI - Rounded
ENG	Dulwich Leisure Centre	Pool Hire (peak)	D	Fully flexible	90.05	96.10	6.72%	Based on September 2023 CPI - Rounded
ENG	Dulwich Leisure Centre	Pool Hire (with teacher) (off peak)	D	Fully flexible	130.40	139.20	6.75%	Based on September 2023 CPI - Rounded
ENG	Geraldine Mary Harmsworth	ATP 5 a-side (Peak)	D	Fully flexible	76.20	81.40	6.82%	Based on September 2023 CPI - Rounded
ENG	Geraldine Mary Harmsworth	ATP 5 a-side (Off Peak)	D	Fully flexible	43.85	46.80	6.73%	Based on September 2023 CPI - Rounded
ENG	Geraldine Mary Harmsworth	Netball (Peak)	D	Fully flexible	43.85	46.80	6.73%	Based on September 2023 CPI - Rounded
ENG	Geraldine Mary Harmsworth	Netball (Off Peak)	D	Fully flexible	43.85	46.80	6.73%	Based on September 2023 CPI - Rounded
ENG	Geraldine Mary Harmsworth	16+ Drop In Football Session	D	Fully flexible	4.30	4.60	6.98%	Based on September 2023 CPI - Rounded
ENG	Geraldine Mary Harmsworth	ATP 5 a-side (Peak) Community Groups/Preferred Partners/Juniors	D	Fully flexible	37.40	40.00	6.95%	Based on September 2023 CPI - Rounded
ENG	Geraldine Mary Harmsworth	ATP 5 a-side (Peak) Local Schools and University	D	Fully flexible	13.70	14.70	7.30%	Based on September 2023 CPI - Rounded
ENG	Geraldine Mary Harmsworth	ATP 5 a-side (Off Peak) Community Groups/Preferred Partners/Juniors	D	Fully flexible	22.40	24.00	7.14%	Based on September 2023 CPI - Rounded
ENG	Geraldine Mary Harmsworth	ATP 5 a-side (Off Peak) Local Schools and University	D	Fully flexible	21.20	22.70	7.08%	Based on September 2023 CPI - Rounded
ENG	Geraldine Mary Harmsworth	Netball (Peak) Community Groups/Preferred Partners/Juniors	D	Fully flexible	22.40	24.00	7.14%	Based on September 2023 CPI - Rounded
ENG	Geraldine Mary Harmsworth	Netball (Peak) Local Schools and University	D	Fully flexible	21.20	22.70	7.08%	Based on September 2023 CPI - Rounded
ENG	Geraldine Mary Harmsworth	Netball (Off Peak) Community Groups/Preferred Partners/Juniors	D	Fully flexible	13.70	14.70	7.30%	Based on September 2023 CPI - Rounded
ENG	Geraldine Mary Harmsworth	Netball (Off Peak) Local Schools and University	D	Fully flexible	21.20	22.70	7.08%	Based on September 2023 CPI - Rounded
ENG	Peckham Pulse Leisure Centre	Children's Parties - Big Day Soft Play Parties	D	Fully flexible	143.00	150.00	4.90%	based on market demand
ENG	Peckham Pulse Leisure Centre	Soft Play per session	D	Fully flexible	2.95	3.20	8.47%	Based on September 2023 CPI - Rounded
ENG	Peckham Pulse Leisure Centre	Creche 30 mins	D	Fully flexible	2.30	2.50	8.70%	Based on September 2023 CPI - Rounded
ENG	Peckham Pulse Leisure Centre	Creche 60 mins	D	Fully flexible	4.30	4.60	6.98%	Based on September 2023 CPI - Rounded
ENG	Peckham Pulse Leisure Centre	Creche 90 mins	D	Fully flexible	6.50	7.00	7.69%	Based on September 2023 CPI - Rounded
ENG	Peckham Pulse Leisure Centre	Creche Hire per hour	D	Fully flexible	14.65	15.70	7.17%	Based on September 2023 CPI - Rounded
ENG	Peckham Pulse Leisure Centre	Hydro Pool Hire per hour	D	Fully flexible	128.20	136.80	6.71%	Based on September 2023 CPI - Rounded
ENG	Peckham Pulse Leisure Centre	Main Pool Hire per hour	D	Fully flexible	148.65	158.70	6.76%	Based on September 2023 CPI - Rounded
ENG	Peckham Pulse Leisure Centre	Studio 1 Hire per hour	D	Fully flexible	42.70	45.60	6.79%	Based on September 2023 CPI - Rounded
ENG	Peckham Pulse Leisure Centre	Studio 2 Hire per hour	D	Fully flexible	25.65	27.40	6.82%	Based on September 2023 CPI - Rounded
ENG	Peckham Pulse Leisure Centre	Room 4 Hire per hour	D	Fully flexible	14.65	15.70	7.17%	Based on September 2023 CPI - Rounded
ENG	Peckham Pulse Leisure Centre	Consultation Room Hire (day rate)	D	Fully flexible	41.20	44.00	6.80%	Based on September 2023 CPI - Rounded
ENG	Seven Islands Leisure Centre	Lane Hire	D	Fully flexible	28.80	30.80	6.94%	Based on September 2023 CPI - Rounded
ENG	Seven Islands Leisure Centre	Dance Studio	D	Fully flexible	48.75	24.70	-49.33%	Based on market demand
ENG	Seven Islands Leisure Centre	Main Hall Hire (Peak)	D	Fully flexible	48.75	52.10	6.87%	Based on September 2023 CPI - Rounded
ENG	Seven Islands Leisure Centre	Main Hall Hire (Off Peak)	D	Fully flexible	34.50	36.90	6.96%	Based on September 2023 CPI - Rounded
ENG	Seven Islands Leisure Centre	Sauna	D	Fully flexible	7.15	7.70	7.69%	Based on September 2023 CPI - Rounded
ENG	Southwark Athletics Centre	Athletics track session Adult	D	Fully flexible	5.55	6.00	8.11%	Based on September 2023 CPI - Rounded
ENG	Southwark Athletics Centre	Athletics track session Junior	D	Fully flexible	3.10	3.40	9.68%	Based on September 2023 CPI - Rounded
ENG	Southwark Athletics Centre	Athletics track session FSG Adult	D	Fully flexible	3.10	3.40	9.68%	Based on September 2023 CPI - Rounded

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG	Southwark Athletics Centre	Athletics track session FSG Junior	D	Fully flexible	1.20	1.30	8.33%	Based on September 2023 CPI - Rounded
ENG	Southwark Athletics Centre	Table Tennis Peak	D	Fully flexible	8.10	8.70	7.41%	Based on September 2023 CPI - Rounded
ENG	Southwark Athletics Centre	Table Tennis Off Peak	D	Fully flexible	7.65	8.20	7.19%	Based on September 2023 CPI - Rounded
ENG	Southwark Athletics Centre	Club Room Hire per hour Non Member	D	Fully flexible	42.70	45.60	6.79%	Based on September 2023 CPI - Rounded
ENG	Southwark Athletics Centre	Club Room Hire per hour Member	D	Fully flexible	36.90	39.40	6.78%	Based on September 2023 CPI - Rounded
ENG	Southwark Athletics Centre	Track Hire/site Club Booking exclusive use (per hour)	D	Fully flexible	91.95	98.20	6.80%	Based on September 2023 CPI - Rounded
ENG	Southwark Athletics Centre	Track Hire Meeting exclusive use (per hour)	D	Fully flexible	146.60	156.50	6.75%	Based on September 2023 CPI - Rounded
ENG	Southwark Athletics Centre	Track Hire Southwark school / charity /club shared use (per hour)	D	Fully flexible	36.90	39.40	6.78%	Based on September 2023 CPI - Rounded
ENG	Southwark Athletics Centre	Track Hire Southwark school / charity /club exclusive use (per hour)	D	Fully flexible	73.70	78.70	6.78%	Based on September 2023 CPI - Rounded
ENG	Southwark Athletics Centre	Track Hire non-Southwark school shared use (per hour)	D	Fully flexible	45.80	48.90	6.77%	Based on September 2023 CPI - Rounded
ENG	Southwark Athletics Centre	Track Hire non-Southwark school exclusive use (per hour)	D	Fully flexible	95.20	101.60	6.72%	Based on September 2023 CPI - Rounded
ENG	Southwark Athletics Centre	Physio Room Hire	D	Fully flexible	15.00	16.10	7.33%	Based on September 2023 CPI - Rounded
ENG	Southwark Athletics Centre	Exclusive Hire (Non Club or School)	D	Fully flexible	120.00	128.10	6.75%	Based on September 2023 CPI - Rounded
ENG	Southwark Athletics Centre	Inner Field Per Pitch Clubs	D	Fully flexible		41.90	0.00%	Based on market demand
ENG	Southwark Athletics Centre	Inner Field Charity	D	Fully flexible		33.50	0.00%	Based on market demand
ENG	Southwark Athletics Centre	Track Only Standard	D	Fully flexible		57.80	0.00%	Based on market demand
ENG	Surrey Docks Fitness & Watersports Centre	Recreation Watersports	D	Fully flexible	29.45	31.50	6.96%	Based on September 2023 CPI - Rounded
ENG	Surrey Docks Fitness & Watersports Centre	RYA Junior Sailing L1&2	D	Fully flexible	236.65	252.60	6.74%	Based on September 2023 CPI - Rounded
ENG	Surrey Docks Fitness & Watersports Centre	RYA Junior Sailing L3	D	Fully flexible	236.65	252.60	6.74%	Based on September 2023 CPI - Rounded
ENG	Surrey Docks Fitness & Watersports Centre	RYA Junior Sailing L4	D	Fully flexible	236.65	252.60	6.74%	Based on September 2023 CPI - Rounded
ENG	Surrey Docks Fitness & Watersports Centre	RYA Level 1	D	Fully flexible	220.00	234.80	6.73%	Based on September 2023 CPI - Rounded
ENG	Surrey Docks Fitness & Watersports Centre	RYA Level 2	D	Fully flexible	243.65	260.00	6.71%	Based on September 2023 CPI - Rounded
ENG	Surrey Docks Fitness & Watersports Centre	RYA Powerboat Level 2	D	Fully flexible	386.55	412.50	6.71%	Based on September 2023 CPI - Rounded
ENG	Surrey Docks Fitness & Watersports Centre	External Hire	D	Fully flexible	550.00	586.90	6.71%	Based on September 2023 CPI - Rounded
ENG	Surrey Docks Fitness & Watersports Centre	Single Dock Hire	D	Fully flexible	22.00	23.50	6.82%	Based on September 2023 CPI - Rounded
ENG	Surrey Docks Fitness & Watersports Centre	Club Room Hire Non Member	D	Fully flexible	65.80	70.30	6.84%	Based on September 2023 CPI - Rounded
ENG	Surrey Docks Fitness & Watersports Centre	Club Room Hire Member	D	Fully flexible	52.90	56.50	6.81%	Based on September 2023 CPI - Rounded
ENG	Surrey Docks Fitness & Watersports Centre	Studio Hire	D	Fully flexible	47.55	50.80	6.83%	Based on September 2023 CPI - Rounded
ENG	Surrey Docks Fitness & Watersports Centre	Greenland Dock half day hire	D	Fully flexible	1,123.00	1,198.00	6.68%	Based on September 2023 CPI - Rounded to nearest pound
ENG	Surrey Docks Fitness & Watersports Centre	Greenland Dock full day hire	D	Fully flexible	2,140.65	2,284.00	6.70%	Based on September 2023 CPI - Rounded to nearest pound
ENG	The Castle Centre	Badminton / Table tennis (Peak)	D	Fully flexible	11.85	12.70	7.17%	Based on September 2023 CPI - Rounded
ENG	The Castle Centre	Badminton / Table tennis (Off-Peak)	D	Fully flexible	7.00	7.50	7.14%	Based on September 2023 CPI - Rounded
ENG	The Castle Centre	Badminton / Table tennis (Peak) FSG member	D	Fully flexible	10.50	11.30	7.62%	Based on September 2023 CPI - Rounded
ENG	The Castle Centre	Badminton / Table tennis (Off-Peak) FSG member	D	Fully flexible	5.68	6.10	7.39%	Based on September 2023 CPI - Rounded
ENG	The Castle Centre	Basketball Training	D	Fully flexible	23.70	25.30	6.75%	Based on September 2023 CPI - Rounded
ENG	The Castle Centre	Basketball Full Court (peak)	D	Fully flexible	112.80	120.40	6.74%	Based on September 2023 CPI - Rounded
ENG	The Castle Centre	Basketball Full Court (off peak)	D	Fully flexible	75.20	80.30	6.78%	Based on September 2023 CPI - Rounded
ENG	The Castle Centre	5-A-Side (Peak)	D	Fully flexible	112.80	120.40	6.74%	Based on September 2023 CPI - Rounded
ENG	The Castle Centre	5-A-Side (Off Peak)	D	Fully flexible	75.20	80.30	6.78%	Based on September 2023 CPI - Rounded

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG	The Castle Centre	Main Pool Hire	D	Fully flexible	110.00	117.40	6.73%	Based on September 2023 CPI - Rounded
ENG	The Castle Centre	Main Pool Lane	D	Fully flexible	27.50	29.40	6.91%	Based on September 2023 CPI - Rounded
ENG	The Castle Centre	Studio 1 (Peak)	D	Fully flexible	41.60	44.40	6.73%	Based on September 2023 CPI - Rounded
ENG	The Castle Centre	Studio 3 (Peak)	D	Fully flexible	37.50	40.10	6.93%	Based on September 2023 CPI - Rounded
ENG	The Castle Centre	Silver Badminton Session	D	Fully flexible	4.00	4.30	7.50%	Based on September 2023 CPI - Rounded
ENG	The Castle Centre	Good Boost Swim Session	D	Fully flexible	4.00	4.30	7.50%	Based on September 2023 CPI - Rounded
ENG	CULTURE TEAM							
ENG	LIBRARY SERVICE							
ENG	Fees items (exempt - out of scope VAT)							
ENG		Adult Books (late returns) - per day (max £15)	D	Fully flexible	0.30	0.30	0.00%	Benchmarked Rates
ENG		Talking books (late returns) - per day (max £15)	D	Fully flexible	0.30	0.30	0.00%	Benchmarked Rates
ENG		Spoken word (late returns) - per day (max £15)	D	Fully flexible	0.30	0.30	0.00%	Benchmarked Rates
ENG		Language courses (late returns) - per day (max £15)	D	Fully flexible	0.30	0.30	0.00%	Benchmarked Rates
ENG		CDs & CD sets (late returns) - per day (max £15)	D	Fully flexible	0.30	0.30	0.00%	Benchmarked Rates
ENG		DVD's (late returns) - per day (max £15)	D	Fully flexible	1.30	1.40	7.69%	Based on September 2023 CPI - Rounded
ENG		Late returns on books, talking books and spoken word for library users under 17 years of age, registered disabled and housebound	D	Fully flexible	Free	Free		In line with benchmarking against other central London boroughs
ENG	Fees items for Libraries-VARIABLE							
ENG		Stock requests (stock items)	D	Fully flexible	0.60	0.65	4.17%	Benchmarked Rates
ENG		Stock requests (non-stock items)	D	Fully flexible	3.00	3.00	0.00%	No Increase - member of the SELMS consortium fee agreement
ENG		Special stock requests (British Library, special/academic libraries, stock from abroad)	D	Fully flexible	16.50	17.30	4.00%	Benchmarked Rates
ENG		Music scores sets - interloans			£25 (up to 40); £30 (over 40 parts)	£26 (up to 40); £31 (over 40 parts)		Benchmarked Rates
ENG		Language courses hire charges - (three weeks)	D	Fully flexible	1.35	1.45	7.41%	Based on September 2023 CPI - Rounded
ENG		DVD/Blu Ray hire charges - (old DVDs/Blu Rays (6 months+) per week)	D	Fully flexible	1.60	1.80	12.50%	Based on September 2023 CPI - Rounded
ENG		DVD/Blu Ray hire charges - (new DVDs/Blu Rays per week)	D	Fully flexible	3.10	3.30	6.45%	Based on September 2023 CPI - Rounded
ENG		CDs & CD sets hire charges	D	Fully flexible	1.00	1.00	3.45%	Benchmarked Rates
ENG		Photocopying: A4 (b&w) - per sheet	D	Fully flexible	0.20	0.20	4.17%	Benchmarked Rates
ENG		Photocopying: A3 (b&w) - per sheet	D	Fully flexible	0.35	0.35	0.00%	Benchmarked Rates
ENG		Photocopying: A4 (colour) - per sheet	D	Fully flexible	1.10	1.10	0.00%	Benchmarked Rates
ENG		Photocopying: A3 (colour) - per sheet	D	Fully flexible	2.20	2.20	0.00%	Benchmarked Rates
ENG		Printing from PC's: A4 (b&w) - per sheet	D	Fully flexible	0.20	0.20	0.00%	Benchmarked Rates
ENG		Printing from PC's: A4 (colour)	D	Fully flexible	1.10	1.10	0.00%	Benchmarked Rates

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG		Printing from PC's: A3 (b&w) - per sheet	D	Fully flexible	0.35	0.35	0.00%	Benchmarked Rates
ENG		Library notice boards - three weeks	D	Fully flexible	4.80	5.10	6.25%	Based on September 2023 CPI - Rounded
ENG		Replacement library card fee - (Adults)	D	Fully flexible	2.70	2.90	7.41%	Based on September 2023 CPI - Rounded
ENG		Replacement library card fee - (Children)	D	Fully flexible	Free	Free	0.00%	Benchmarked Rates
ENG		Coffee vending machine	D	Fully flexible	1.20	1.30	8.33%	Based on September 2023 CPI - Rounded
ENG		Library, Archives and heritage author events/talks/performance (where charged)	D	Fully flexible	4.50	4.80	6.67%	Based on September 2023 CPI - Rounded
ENG		Library Archives and heritage author events/talks/performance (where charged): Southwark Presents card holders	D	Fully flexible	2.50	2.70	8.00%	Based on September 2023 CPI - Rounded
ENG	Hall Hire- No comparator data for hall hires. VAT charged as appropriate for commercial hire							
ENG		Hall Hire Tier 1 Commercial rate per hour (Dulwich, Peckham, John Harvard, Camberwell room 3, Canada Water rooms 3 and 6 or combined rooms, Una Marson combined meeting rooms)	D	Fully flexible	60.00	64.10	6.83%	Based on September 2023 CPI - Rounded
ENG		Hall Hire Tier 1 Community rate per hour (Dulwich, Peckham, John Harvard, Camberwell room 3, Canada Water rooms 3 and 6 combined rooms, Una Marson combined meeting rooms)	D	Fully flexible	30.00	32.10	7.00%	Based on September 2023 CPI - Rounded
ENG		Hall Hire Tier 3 Commercial rate per hour (Camberwell Meeting rooms 1&2 and Faraday Room Walworth Library)	D	Fully flexible	30.00	32.10	7.00%	Based on September 2023 CPI - Rounded
ENG		Hall Hire Tier 3 Community rate per hour (Camberwell Meeting rooms 1&2 and Faraday Room Walworth Library)	D	Fully flexible	14.50	15.50	6.90%	Based on September 2023 CPI - Rounded
ENG		Hall Hire - per hour (Peckham second floor and Una Marson Community space)	D	Fully flexible	72.00	76.90	6.81%	Based on September 2023 CPI - Rounded
ENG		Hall Hire - per day (Peckham second floor and Una Marson Community space)	D	Fully flexible	360.00	384.20	6.72%	Based on September 2023 CPI - Rounded
ENG		Hall Hire Tier 2 Commercial rate per hour (Una Marson small meeting room, Grove Vale, Southwark Heritage Centre & Walworth Library activity room/meeting room, Canada Water rooms 1, 2, 4 and 5)	D	Fully flexible	36.00	38.50	6.94%	Based on September 2023 CPI - Rounded
ENG		Hall Hire Tier 2 Community rate per hour (Una Marson Small meeting room, Grove Vale, Southwark Heritage Centre & Walworth Library activity room/meeting room, Canada Water rooms 1, 2, 4 and 5)	D	Fully flexible	18.00	19.20	6.67%	Based on September 2023 CPI - Rounded
ENG		Out of hours hire of full library- half day	D	Fully flexible	300.00	320.10	6.70%	Based on September 2023 CPI - Rounded
ENG		Out of hours hire of full library- full day	D	Fully flexible	480.00	512.20	6.71%	Based on September 2023 CPI - Rounded
ENG		Hall hire out of hours security and staffing charge- per hour	D	Fully flexible	30.00	32.00	6.67%	Based on September 2023 CPI - Rounded

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG		Hall Hire loan of laptop and projector	D	Fully flexible	£5 per booking for laptop and projector; £5 per booking for each additional laptop	£5 per booking for laptop and projector; £5 per booking for each additional laptop	0.00%	No change proposed. Low income item. No comparable benchmarking available
ENG	NEW	Discounts for long term room bookings and hire	D	Fully flexible	N/A	40%	New	This 40% Discretionary discount may be applied for underused meeting rooms for a limited period or to long term bookings of 6 months and above and subject to review.
ENG	Fees items for Archive and Heritage - VTABLE							
ENG		Provision of images or audio visual footage will be at management discretion.	D	Fully flexible				
ENG	POSTAGE							
ENG		Postal rates- small sized item (UK)	D	Fully flexible	cost recovery	cost recovery		cost recovery
ENG		Postal rates- medium sized item (UK)	D	Fully flexible	cost recovery	cost recovery		cost recovery
ENG		Postal rates- large sized item (UK)	D	Fully flexible	cost recovery	cost recovery		cost recovery
ENG		Postal rates- international	D	Fully flexible	cost recovery	cost recovery		cost recovery
ENG	REPRODUCTION							
ENG		Digital photographing of the collection (up to 5 images)	D	Fully flexible	2.50	2.50	0.00%	Benchmarked Rates
ENG		Digital photographing of the collection (per day)	D	Fully flexible	11.00	11.00	0.00%	Benchmarked Rates
ENG		JPEG images (mailed to requestors) - per image for those scanned for the first time	D	Fully flexible	21.50	23.00	6.98%	Based on September 2023 CPI - Rounded
ENG		JPEG images- community organisations (mailed to requestors) - per image for those scanned for the first time	D	Fully flexible	10.00	10.70	7.00%	Based on September 2023 CPI - Rounded
ENG		JPEG images (mailed to requestors) - per image for those already scanned	D	Fully flexible	11.00	11.80	7.27%	Based on September 2023 CPI - Rounded
ENG		JPEG images- community organisations (mailed to requestors) - per image for those already scanned	D	Fully flexible	5.00	5.35	7.00%	Based on September 2023 CPI - Rounded
ENG		Digital scanning by off-site storage provider	D	Fully flexible	cost recovery	cost recovery		
ENG	PUBLICATION							
ENG		Stills, images & info provided for planning documentation, commercial reports & surveys, up to 10 print copies and online (per image; management discretion)	D	Fully flexible	31.00	33.10	6.77%	Based on September 2023 CPI - Rounded
ENG		Stills, images & info provided for planning documentation, reports & surveys, non commercial purposes, up to 10 print copies and online (per image; management discretion)	D	Fully flexible	15.50	16.55	6.77%	Based on September 2023 CPI - Rounded
ENG		Stills, images & info provided for books, journals & partworks (per image; management discretion)	D	Fully flexible	85.00	90.70	6.71%	Based on September 2023 CPI - Rounded
ENG		Stills, images & info provided for books, journals & partworks- community organisations (per image; management discretion)	D	Fully flexible	40.00	42.70	6.75%	Based on September 2023 CPI - Rounded
ENG		Stills, images & info provided for book jackets & record sleeves	D	Fully flexible	150.00	160.10	6.73%	Based on September 2023 CPI - Rounded
ENG		Stills, images & info provided for book jackets & record sleeves- community organisations (per image; management discretion)	D	Fully flexible	72.00	76.90	6.81%	Based on September 2023 CPI - Rounded

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG		Stills, images & info provided for other (post cards, greeting cards, giftware, posters, etc.)	D	Fully flexible	118.00	126.00	6.78%	Based on September 2023 CPI - Rounded
ENG		Stills, images & info provided for other, e.g. post cards, greeting cards, giftware, posters, newspapers, advertising, etc. - community organisations (per image, management discretion)	D	Fully flexible	56.00	59.80	6.79%	Based on September 2023 CPI - Rounded
ENG		Stills, images, and info provided for commercial website/online use, per image	D	Fully flexible	60.00	64.10	6.83%	Based on September 2023 CPI - Rounded
ENG		Stills, images, and info provided for non-commercial website/online use, per image	D	Fully flexible	29.00	31.00	6.90%	Based on September 2023 CPI - Rounded
ENG	AUDIO-VISUAL BROADCAST							
ENG		Audio-visual broadcasting usage per multiple of 30 seconds, commercial: UK rights - single transmission Fee doubled for worldwide broadcasting rights	D	Fully flexible	83.00	88.60	6.75%	Based on September 2023 CPI - Rounded
ENG		Audio-visual broadcasting usage per multiple of 30 seconds, non-commercial: UK rights - single transmission Fee doubled for worldwide broadcasting rights	D	Fully flexible	38.00	40.60	6.84%	Based on September 2023 CPI - Rounded
ENG		Audio-visual broadcasting usage per multiple of 30 seconds, commercial: UK rights - unlimited broadcasts, 5 year period Fee doubled for worldwide broadcasting rights	D	Fully flexible	107.00	114.20	6.73%	Based on September 2023 CPI - Rounded
ENG		Audio-visual broadcasting usage per multiple of 30 seconds, non-commercial: UK rights - unlimited broadcasts, 5 year period Fee doubled for worldwide broadcasting rights	D	Fully flexible	52.50	56.10	6.86%	Based on September 2023 CPI - Rounded
ENG		Audio-visual broadcasting usage per multiple of 30 seconds, commercial: UK rights - unlimited broadcasts, 10 year period Fee doubled for worldwide broadcasting rights	D	Fully flexible	325.00	346.80	6.71%	Based on September 2023 CPI - Rounded
ENG		Audio-visual broadcasting usage per multiple of 30 seconds, non-commercial: UK rights - unlimited broadcasts, 10 year period Fee doubled for worldwide broadcasting rights	D	Fully flexible	160.00	170.80	6.75%	Based on September 2023 CPI - Rounded
ENG		Audio-visual broadcasting usage per multiple of 30 seconds, commercial: UK rights - unlimited broadcasts, unlimited period Fee doubled for worldwide broadcasting rights	D	Fully flexible	610.00	650.90	6.70%	Based on September 2023 CPI - Rounded
ENG		Audio-visual broadcasting usage per multiple of 30 seconds, non-commercial: UK rights - unlimited broadcasts, unlimited period Fee doubled for worldwide broadcasting rights	D	Fully flexible	300.00	320.10	6.70%	Based on September 2023 CPI - Rounded
ENG		Audio-visual broadcasting usage per multiple of 30 seconds, commercial: online streaming/online rights	D	Fully flexible	102.00	108.90	6.76%	Based on September 2023 CPI - Rounded
ENG		Audio-visual broadcasting usage per multiple of 30 seconds, non-commercial: online streaming/online rights	D	Fully flexible	50.00	53.40	6.80%	Based on September 2023 CPI - Rounded
ENG	ROOM HIRE AND STAFF TIME							
ENG		Research charge (for officer time spent on researching in response to specific requests) - First 15min free of charge; then charged in half hour increments	D	Fully flexible	28.00	28.00	0.00%	Benchmarked Rates
ENG		Hire of archives searchroom out of hours, commercial group (per hour; minimum hire for 1 hour)	D	Fully flexible	82.00	87.50	6.71%	Based on September 2023 CPI - Rounded
ENG		Hire of archives searchroom out of hours, non commercial group (per hour; minimum hire for 1 hour)	D	Fully flexible	41.00	43.80	6.83%	Based on September 2023 CPI - Rounded

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG	YOUTH AND PLAY SERVICE							
ENG		Admission charges made to children and young people at youth centres and Adventure Playgrounds	D	Fully flexible	Zero	Zero		It is proposed not to introduce a charge for this.
ENG	Hire of Damilola Taylor Centre							
ENG		Football Pitch/hr- commercial and government agency rate	D	Fully flexible	96.00	93.00	-3.13%	Benchmarked Rates
ENG		Football Pitch/hr- community rate including schools and third sector organisations	D	Fully flexible	49.00	50.00	2.04%	Benchmarked Rates
ENG		Dance Studio/hr- commercial and government agency rate	D	Fully flexible	42.00	44.90	6.90%	Based on September 2023 CPI - Rounded
ENG		Dance Studio/hr- community rate including schools and third sector organisations	D	Fully flexible	22.00	23.50	6.82%	Based on September 2023 CPI - Rounded
ENG		Main Hall / hour- commercial and government agency rate	D	Fully flexible	62.00	65.00	4.84%	Benchmarked Rates
ENG		Main Hall / hour- community rate including schools and third sector organisations	D	Fully flexible	33.00	35.00	6.06%	Benchmarked Rates
ENG		Gym Hire/hr	D	Fully flexible	42.00	44.90	6.90%	Based on September 2023 CPI - Rounded
ENG		Whole building hire- half day	D	Fully flexible	325.00	350.00	7.69%	cost recovery
ENG		Whole building hire- full day	D	Fully flexible	550.00	600.00	9.09%	cost recovery
ENG		Common Room - all hirers	D	D	13.00	13.90	6.92%	Based on September 2023 CPI - Rounded
ENG	All other Youth Centres and Adventure Playgrounds							
ENG	All Sites (per hour rate)	Hall Hire (capacity 30+) Commercial and Government agency Peak Time = 5pm to 9pm and weekends 9am to 9pm	D	Fully flexible	78.00	83.30	6.79%	Based on September 2023 CPI - Rounded
ENG	(per hour rate)	Hall Hire (capacity 30+) Commercial and Government agency Off - Peak = Monday to Friday 9am to 5pm	D	Fully flexible	42.00	44.90	6.90%	Based on September 2023 CPI - Rounded
ENG	(per hour rate)	Hall Hire (capacity of 30+) Community Peak Time	D	Fully flexible	60.00	64.10	6.83%	Based on September 2023 CPI - Rounded
ENG	(per hour rate)	Hall Hire (capacity of 30+) Community Off - Peak	D	Fully flexible	38.50	41.10	6.75%	Based on September 2023 CPI - Rounded
ENG	(per hour rate)	Hall Hire (capacity 30+) Peak - Southwark Schools and third sector organisations working for the benefit of Southwark children and young people	D	Fully flexible	28.65	30.60	6.81%	Based on September 2023 CPI - Rounded
ENG	(per hour rate)	Hall Hire (capacity 30+) Off - Peak - Southwark Schools and third sector organisations working for the benefit of Southwark children and young people	D	Fully flexible	15.50	16.60	7.10%	Based on September 2023 CPI - Rounded
ENG	(per hour rate)	Room Hire (capacity less than 30) Commercial and Government agency - Peak	D	Fully flexible	48.00	51.30	6.88%	Based on September 2023 CPI - Rounded
ENG	(per hour rate)	Room Hire (capacity less than 30) Commercial and Government agency - Off - Peak	D	Fully flexible	36.10	38.60	6.93%	Based on September 2023 CPI - Rounded
ENG	(per hour rate)	Room Hire (capacity less than 30) Community Peak	D	Fully flexible	42.00	44.90	6.90%	Based on September 2023 CPI - Rounded
ENG	(per hour rate)	Room Hire (capacity less than 30) Community Off - Peak	D	Fully flexible	21.00	22.50	7.14%	Based on September 2023 CPI - Rounded
ENG	(per hour rate)	Room Hire (capacity less than 30) Peak - Southwark Schools and third sector organisations working for the benefit of Southwark children and young people	D	Fully flexible	17.75	19.00	7.04%	Based on September 2023 CPI - Rounded
ENG	(per hour rate)	Room Hire (capacity less than 30) Off - Peak - Southwark Schools and third sector organisations working for the benefit of Southwark children and young people	D	Fully flexible	13.30	14.20	6.77%	Based on September 2023 CPI - Rounded

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG	NEW	Discounts for long term room bookings and hire	D	Fully flexible	N/A	40%	N/A	This 40% Discretionary discount may be applied for underused meeting rooms for a limited period or to long term bookings of 6 months and above and subject to review.
ENG	Supervised sessions @ Adventure Playgrounds							
ENG	All Sites (per hour rate)	Supervised Adventure Playground (inc Hall) Small grp (up to 10)	D	Fully flexible	114.00	121.70	6.75%	Based on September 2023 CPI - Rounded
ENG	(per hour rate)	Supervised Adventure Playground (inc Hall) Large grp (10-20)	D	Fully flexible	144.00	153.70	6.74%	Based on September 2023 CPI - Rounded
ENG	(per hour rate)	Supervised Climbing Wall (inc Hall) Small grp (up to 10)	D	Fully flexible	114.00	121.70	6.75%	Based on September 2023 CPI - Rounded
ENG	(per hour rate)	Supervised Climbing Wall (inc Hall) Large grp (10-20)	D	Fully flexible	144.00	153.70	6.74%	Based on September 2023 CPI - Rounded
ENG	EVENT HIRES							
ENG		Commercial event admin fee - VAT standard Rate	D	Fully flexible	243.00	259.30	6.71%	Based on September 2023 CPI - Rounded
ENG		Commercial events - officer fees above standard service provision - per hour - VAT standard Rate	D	Fully flexible	73.00	77.90	6.71%	Based on September 2023 CPI - Rounded
ENG		Community events - officer fees above standard service provision - per hour - VAT standard Rate	D	Fully flexible	31.00	33.10	6.77%	Based on September 2023 CPI - Rounded
ENG		Commercial events - officer fees above standard service provision off site - per hour - VAT standard Rate	D	Fully flexible	25.00	26.70	6.80%	Based on September 2023 CPI - Rounded
ENG		Community events - officer fees above standard service provision off site- per hour - VAT standard Rate	D	Fully flexible	11.00	11.80	7.27%	Based on September 2023 CPI - Rounded
ENG		Charity Community and Non Profit event admin fee - VAT standard Rate	D	Fully flexible	85.00	90.70	6.71%	Based on September 2023 CPI - Rounded
ENG		Small event Up to 499 capacity ; discounts available for Charity, Community & Non-Profit events in line with Events Discounts Table. Additional event days charged at 30% of the 1st day hire fee (£576). Event rig and de-rig days charged at 15% of the 1st day hire fee (£289). Overstay days charged as rig / de-rig days (£289).	D	Fully flexible	1,920.00	2,048.70	6.70%	Based on September 2023 CPI - Rounded
ENG		Medium event From 500 to 2000 capacity ; discounts available for Charity, Community & Non-Profit events in line with Events Discounts Table. Additional event days charged at 30% of the 1st day hire fee (£2,167). Event rig and de-rig days charged at 15% of the 1st day hire fee (£1,084). Overstay days charged as rig / de-rig days (£1,084).	D	Fully flexible	7,223.00	7,707.00	6.70%	Based on September 2023 CPI - Rounded
ENG		Large event (Category 1) From 2001 to 5000 capacity	D	Fully flexible	Price on application	Price on application	6.70%	Introduction of new sub-categories within the Large event capacity to enable medium scale events to grow in scale more affordably above the 2000pp capacity charging threshold
ENG	NEW	Large event (Category 2) From 5001 to 7999 capacity	D	Fully flexible	Price on application	Price on application	6.70%	Introduction of new sub-categories within the Large event capacity to enable medium scale events to grow in scale more affordably above the 2000pp capacity charging threshold
ENG		Major event - 8,000 or more	D	Fully flexible	Price on application	Price on application	6.70%	Charges increased in line with CPI and rounded to the nearest £1.

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG		Small funfairs & circuses up to 499 capacity. - VAT exempt. Additional event days charged at 30% of the 1st day hire fee (£763). Event rig and de-rig days charged at 15% of the 1st day hire fee (£382). Overstay days charged as rig / de-rig days (£382).	D	Fully flexible	2,541.00	2,711.30	6.70%	Based on September 2023 CPI - Rounded
ENG		Large funfairs & circuses up to 1000 capacity - VAT Exempt. Additional event days charged at 30% of the 1st day hire fee (£1270). Event rig and de-rig days charged at 15% of the 1st day hire fee (£635). Overstay days charged as rig / de-rig days (£635).	D	Fully flexible	4,233.00	4,516.70	6.70%	Based on September 2023 CPI - Rounded
ENG		Major circus 1001+ seats - VAT Exempt	D	Fully flexible	Price on application	Price on application	6.70%	
ENG		Private events with exclusive use of a space	D	Fully flexible	Price on application	Price on application	5.00%	
ENG		Events Damage deposit. or 20% of hire fee whichever is the greater - VAT Exempt	D	Fully flexible	605.00	645.60	6.71%	Based on September 2023 CPI - Rounded
ENG		Overstay fee	D	Fully flexible	15% of the first event hire fee per 24 hours	15% of the first event hire fee per 24 hours	6.70%	
ENG		Environmental impact fee	D	Fully flexible	The EIF is 10% of the site hire fee and is payable in addition to the site hire fee.	The EIF is 10% of the site hire fee and is payable in addition to the site hire fee.	6.70%	cost of delivering the service
ENG	Events - Trade space							
ENG		Commercial market stall - VAT standard Rate	D	Fully flexible	108.00	115.30	6.76%	Based on September 2023 CPI - Rounded
ENG		Commercial trade space (up to 3m) - VAT Exempt	D	Fully flexible	134.00	143.00	6.72%	Based on September 2023 CPI - Rounded
ENG		Commercial trade space (3m - 6m) - VAT Exempt	D	Fully flexible	237.00	252.90	6.71%	Based on September 2023 CPI - Rounded
ENG		Non profit market stall - VAT standard Rate	D	Fully flexible	37.00	39.50	6.76%	Based on September 2023 CPI - Rounded
ENG		Non profit trade space (3m) - VAT Exempt	D	Fully flexible	49.00	52.30	6.73%	Based on September 2023 CPI - Rounded
ENG		Non profit trade space (3m - 6m) - VAT Exempt	D	Fully flexible	85.00	90.70	6.71%	Based on September 2023 CPI - Rounded
ENG		Supply of electricity - VAT standard Rate	D	Fully flexible	97.00	103.50	6.70%	Based on September 2023 CPI - Rounded
ENG	Film Service (Fees shown below are exclusive of VAT. Appropriate VAT will be added at the time of invoicing/charging.)				165.00	176.10	6.73%	
ENG	Location Fee	Charity - Low budget	D	Fully flexible	-	Price on application	5.00%	
ENG		Small crew (fee per hour)	D	Fully flexible	200.00	215.00	7.50%	
ENG		Small crew (fee per half day)	D	Fully flexible	500-900	535-1,000	6.7%-11%	
ENG		Small crew (fee per full day)	D	Fully flexible	825-2,200	880-2,400	6.7%-9%	
ENG		Medium crew (fee per half day)	D	Fully flexible	550-1,000	585-1,200	6.7%-20%	
ENG		Medium crew (fee per full day)	D	Fully flexible	1,100-2,750	1,175-2,900	6.7%-40%	
ENG		Small/Med crew (fee per hour)	D	Fully flexible	-	-	6.70%	

Appendix F									
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments	
ENG		Small/Med crew (fee per half day)	D	Fully flexible	-	-	6.70%	charges increased in line with CPI and rounded to the nearest £5, with some maximum ends of the ranges increased by more than CPI as per the % indicated in column G to align with other London boroughs	
ENG		Small/Med crew (fee per full day)	D	Fully flexible	-	-	6.70%		
ENG		Large crew (fee per half day)	D	Fully flexible	1,100-3,850	1,175-2,900	6.7%-40%		
ENG		Large crew (fee per full day)	D	Fully flexible	2,750-8,250	2,935-9,000	6.7%-9%		
ENG		Very Large crew (fee per half day)	D	Fully flexible	2,200-10,000	2,500-12,000	14%-20%		
ENG		Very large crew (fee per full day)	D	Fully flexible	3,850-17,000	4,110-20,000	6.7%-18%		
ENG	Stills photography	Small crew photography, up to 5 people (per hour)	D	Fully flexible	70-130	75-150	7%-15%		
ENG		Large crew photography (per hour)	D	Fully flexible	165-400	175-500	6%-25%		
ENG	Permission for Temporary Structure/s	Fee per half day	D	Fully flexible	400.00	400.00	0.00%		
ENG		Fee per full day	D	Fully flexible	675.00	675.00	0.00%		
ENG	Admin Fees (one off)	Charity / Student Crew	D	Fully flexible	40.00	40.00	0.00%		
ENG		Small Crew	D	Fully flexible	90.00	95.00	5.56%		
ENG		Medium Crew	D	Fully flexible	200.00	215.00	7.50%		
ENG		Large Crew	D	Fully flexible	260.00	280.00	7.69%		
ENG		Very Large Crew	D	Fully flexible	385.00	410.00	6.49%		
ENG	Admin Fees (officer time, by hour)								
ENG	New Fee (Fixed amount instead of POA)	Charity - low budget	D	Fully flexible	N/A	30.00	0.00%		Previously not a fixed fee but by negotiation
ENG		Small Crew	D	Fully flexible	185.00	197.40	6.70%		Based on September 2023 CPI - Rounded
ENG		Medium Crew	D	Fully flexible	185.00	197.40	6.70%		Based on September 2023 CPI - Rounded
ENG		Large Crew	D	Fully flexible	240.00	256.10	6.71%		Based on September 2023 CPI - Rounded
ENG		Very Large Crew	D	Fully flexible	340.00	362.80	6.71%	Based on September 2023 CPI - Rounded	
ENG		Film officer processing charge	D	Fully flexible	30% of each cost	30% of each cost billed to	6.70%		
ENG		Late notice applications	D	Fully flexible	Double admin	Double admin	6.70%		
ENG		Drones/UAS applications	D	Fully flexible	£165 - £330 admin	£165 - £330 admin	0.00%	No Change	
ENG	Unit Base Fee - High Impact only								
ENG		Per Filming Day	D	Fully flexible	1,650 - 3,850	1760-4500	6.7%-17%	charges increased in line with CPI and rounded to the nearest £5 plus maximum end of range increased to align with other London boroughs	
ENG	Parking Fees								
ENG		Admin Fee (per application)	D	Fully flexible	70.00	75.00	7.14%	Please note new categories of generator output in Column B to align with Non-Road Mobile Machinery categories	
ENG		Parking bay suspensions (per bay suspension)	D	Fully flexible	60.00	63.00	5.00%		
ENG		Parking pay and display bay suspension (per bay suspension)	D	Fully flexible	50.00	53.00	6.00%		
ENG		Diesel generator fee (less than 37KW generator)	D	Fully flexible	25.00	25.00	0.00%		
ENG		Diesel generator fee (37KW - 75KW generator)	D	Fully flexible	50.00	50.00	0.00%		

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG		Diesel generator fee (76KW - 130KW generator)	D	Fully flexible	100.00	100.00	0.00%	
ENG								
ENG	Culture team (Fees shown below are exclusive of VAT.							
ENG		Internal project management fees. Project under £20,000.	D	Fully flexible	Minimum 10% of overall	Minimum 10% of overall	0.00%	No Change
ENG		External project management fees. Project under £20,000.	D	Fully flexible	Minimum 15% of overall	Minimum 15% of overall	0.00%	No Change
ENG		Internal and external project management fees. Project over £20,000.	D	Fully flexible	By negotiation	By negotiation	0.00%	No Change
ENG	PLANNING AND GROWTH DIRECTORATE							
ENG	Building Control							
ENG	Fees items (exempt or outside scope of VAT)							
ENG		Special and temporary structures licence	D	Flexible	246.25	246.25	0.00%	Benchmarked Rates
ENG		demolition notices	D	Flexible	562.50	562.50	0.00%	Benchmarked Rates
ENG		Applications to regularise unauthorised building work	M*	capped	Varies*	Varies*		*See the Building (Local Authority Charges) Regulations
ENG		Applications to revert an initial notice to the local authority	M*	capped	Varies*	Varies*		*See the Building (Local Authority Charges) Regulations
ENG	Fees items - Vatable							
ENG		(Note: All fees shown in the table below are Ex-VAT. Appropriate VAT will be added at the time of invoicing/charging.)						
ENG		Extension less than 6sqm	M*	capped	812.50	812.50	0.00%	Benchmarked Rates
ENG		Extension less than 40sqm	M*	capped	1,062.50	1,062.50	0.00%	Benchmarked Rates
ENG		Extension between 40-60sqm	M*	capped	1,275.00	1,275.00	0.00%	Benchmarked Rates
ENG		for each additional 20sqm	M*	capped	187.50	187.50	0.00%	Benchmarked Rates
ENG		Basement as extension above plus	M*	capped	437.50	437.50	0.00%	Benchmarked Rates
ENG		Attached garage	M*	capped	Varies*	Varies*		Benchmarked Rates
ENG		Through lounge	M*	capped	337.50	337.50	0.00%	Benchmarked Rates
ENG		Removal chimney Breast	M*	capped	Varies*	Varies*		Benchmarked Rates

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG		Installation of new Wc/Shower/Utility	M*	capped	337.50	337.50	0.00%	Benchmarked Rates
ENG		Garage Conversion	M*	capped	687.50	687.50	0.00%	Benchmarked Rates
ENG		Replacement windows up to 5 No Single dwelling	M*	capped	227.50	227.50	0.00%	Benchmarked Rates
ENG		per extra window	M*	capped	11.60	11.60	0.00%	Benchmarked Rates
ENG		re roofing	M*	capped	342.50	342.50	0.00%	Benchmarked Rates
ENG		new electrical wiring non competent persons)	M*	capped	410.00	410.00	0.00%	Benchmarked Rates
ENG		other work less than £5000	M*	capped	503.75	503.75	0.00%	Benchmarked Rates
ENG		Other work value £5000-£10000	M*	capped	597.50	597.50	0.00%	Benchmarked Rates
ENG		Other work value £10000-£20000	M*	capped	722.50	722.50	0.00%	Benchmarked Rates
ENG		Other work value £20000-£30000	M*	capped	891.25	891.25	0.00%	Benchmarked Rates
ENG		Other work value £30000-£40000	M*	capped	1,066.25	1,066.25	0.00%	Benchmarked Rates
ENG		Other work value £ 40000-£50000	M*	capped	1,222.50	1,222.50	0.00%	Benchmarked Rates
ENG		other work value £50000-£60000	M*	capped	Varies*	Varies*		*See the Building (Local Authority Charges) Regulations
ENG		other work value £60000-£70000	M*	capped	Varies*	Varies*		*See the Building (Local Authority Charges) Regulations
ENG		Other work value £70000-£80000	M*	capped	Varies*	Varies*		*See the Building (Local Authority Charges) Regulations
ENG		Other work value £80000-£90000	M*	capped	Varies*	Varies*		*See the Building (Local Authority Charges) Regulations
ENG		Other work value £90000-£100000	M*	capped	Varies*	Varies*		*See the Building (Local Authority Charges) Regulations

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG		Other work value £100 000-£120000	M*	capped	Varies*	Varies*		*See the Building (Local Authority Charges) Regulations
ENG		Other work value £120000-£140000	M*	capped	Varies*	Varies*		*See the Building (Local Authority Charges) Regulations
ENG		Other work value £140000-£160000	M*	capped	Varies*	Varies*		*See the Building (Local Authority Charges) Regulations
ENG		Other work value £160000-£180000	M*	capped	Varies*	Varies*		*See the Building (Local Authority Charges) Regulations
ENG		Other work value £180000-£200000	M*	capped	Varies*	Varies*		*See the Building (Local Authority Charges) Regulations
ENG		Other work value Over £200000	M*	capped	Varies*	Varies*		*See the Building (Local Authority Charges) Regulations
ENG		1 New dwelling	M*	capped	1,171.25	1,171.25	0.00%	Benchmarked Rates
ENG		2 dwellings	M*	capped	1,555.00	1,555.00	0.00%	Benchmarked Rates
ENG		3 dwellings	M*	capped	1,941.00	1,941.00	0.00%	Benchmarked Rates
ENG		4 dwellings	M*	capped	2,121.00	2,121.00	0.00%	Benchmarked Rates
ENG		5 dwellings	M*	capped	2,511.00	2,511.00	0.00%	Benchmarked Rates
ENG		6 dwellings	M*	capped	Varies*	Varies*		*See the Building (Local Authority Charges) Regulations
ENG		7 dwellings	M*	capped	Varies*	Varies*		*See the Building (Local Authority Charges) Regulations
ENG		8 dwellings	M*	capped	Varies*	Varies*		*See the Building (Local Authority Charges) Regulations
ENG		9 dwellings	M*	capped	Varies*	Varies*		*See the Building (Local Authority Charges) Regulations
ENG		10 dwellings	M*	capped	Varies*	Varies*		*See the Building (Local Authority Charges) Regulations
ENG		more than 10 dwellings	M*	capped	Varies*	Varies*		*See the Building (Local Authority Charges) Regulations

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG		flat conversion to form 2 flats	M*	capped	1,171.25	1,171.25	0.00%	Benchmarked Rates
ENG		plus for additional flat	M*	capped	687.50	687.50	0.00%	Benchmarked Rates
ENG		Supplementary Charges	M*	capped	Varies*	Varies*		*See the Building (Local Authority Charges) Regulations
ENG		Building regulation chargeable advice	D	Flexible	Varies*	Varies*		*See the Building (Local Authority Charges) Regulations
ENG		Individually determined building regulation charges	M*	capped	Varies*	Varies*		*See the Building (Local Authority Charges) Regulations
ENG		request for basic conveyancing information with reference number provided	D	Flexible	12.50	12.50	0.00%	Benchmarked Rates
ENG		request for basic conveyancing information with no reference number provided	D	Flexible	58.75	58.75	0.00%	Benchmarked Rates
ENG		Request for research of information regarding a building regulation application	D	Flexible	58.75	58.75	0.00%	Benchmarked Rates
ENG		Administration fee for withdrawing or refunding a building regulation submission	D	Flexible	58.75	58.75	0.00%	Benchmarked Rates
ENG		Building regulation professional advice	D	Flexible	Officer's hourly rate including overheads	Officer's hourly rate including overheads		*See the Building (Local Authority Charges) Regulations
ENG		Special and temporary structures licence	D	capped	238.75	238.75	0.00%	Benchmarked Rates
ENG		Demolition notices	D	capped	345.00	345.00	0.00%	Benchmarked Rates
ENG	Planning Pre- Application Fees	Fees items - VATABLE						
ENG	A1. Householder Enquiries	Householder development (i.e. affecting a single dwelling) • Advice on likelihood of getting planning permission. • Extensions or change of use involving less than 100sqm of floor space • Shop fronts, signs and adverts for a shop or attached to a business premises	D	fully flexible	224.60	239.70	6.72%	Based on September 2023 CPI - Rounded
ENG	A2. Householder Listed Building repairs	Technical assistance with restoration / conservation works	D	fully flexible	Free	Free		
ENG	A2a - Relevant green energy and energy efficient projects	Householder and other small scale projects	D	fully flexible	Free	Free		
ENG		Confirmation email or letter providing technical advice	D	fully flexible	224.60	239.70	6.72%	Based on September 2023 CPI - Rounded
ENG	A3. Householder Listed Building Development	Development of a Listed Building Extensions or internal alterations	D	fully flexible	224.60	239.70	6.72%	Based on September 2023 CPI - Rounded
ENG	A4. Householder Enquiries	Site visit - 1 hour	D	fully flexible	224.60	239.70	6.72%	Based on September 2023 CPI - Rounded
ENG	Archive document request (within 10 working days)	£66 per document (a set of plans counts as a single document)	D	fully flexible	-	66.00	New charge	Based on London Borough Benchmarking

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG	Archive document request fast-track (within 24 hours)	A request for historic/archive documents (such as a decision notice, set of plans or TPO). £132 per document (a set of plans counts as a single document)	D	fully flexible	-	132.00	New charge	Based on London Borough Benchmarking
ENG	Postal application charge	Required when submitting a postal application which require additional scanning and administration resources - this will be required for validation	D	fully flexible	-	100.00	New charge	Based on London Borough Benchmarking
ENG	Prior approval Householder application fast-track	A guaranteed decision within 5 working days of the conclusion of the 21 consultation period	D	fully flexible	-	82.50 per application	New charge	Based on London Borough Benchmarking
ENG	Householder application fast-track	A guaranteed decision within 5 working days of the conclusion of the 21 consultation period	D	fully flexible	-	165 per application	New charge	Based on London Borough Benchmarking
ENG	Small scale commercial alterations application fast-track	A guaranteed decision within 5 working days of the conclusion of the 21 consultation period	D	fully flexible	-	200 per application	New charge	Based on London Borough Benchmarking
ENG	Lawful development certificate proposed fast-track	A guaranteed decision within 5 working days of the conclusion of the 21 consultation period	D	fully flexible	-	82.50 per application	New charge	Based on London Borough Benchmarking
ENG	Administration charge major applications	Applicable for invalid applications - this will be required for validation	D	fully flexible	-	200 per application	New charge	Based on London Borough Benchmarking
ENG	Administration charge non-major commercial/new residential unit applications	Applicable for invalid applications - this will be required for validation	D	fully flexible	-	120 per application	New charge	Based on London Borough Benchmarking
ENG	Administration charge all other applications	Applicable for invalid applications - this will be required for validation	D	fully flexible	-	60 per application	New charge	Based on London Borough Benchmarking
ENG	B - Small proposals							
ENG	Proposals involving 1-6 new dwellings; New build or extensions of 100-499sqm (any use class) including change of use. • Development of a listed building or affecting its setting • Telecoms Masts and Equipment • Advice on Conditions, Non-material amendments, Minor Material Amendments • Advertisement boards (not attached to a business premises)	For: • each new dwelling • each 100sqm of commercial floor space • Each condition • Each amendment	D	fully flexible	393.05	419.40	6.70%	Based on September 2023 CPI - Rounded
ENG	Follow-up meetings and letter	for: • each new dwelling • each 100sqm of commercial floor space • Each condition • Each amendment discussed at the meeting	D	fully flexible	224.60	239.70	6.72%	Based on September 2023 CPI - Rounded
ENG	C - Medium sized proposals,							

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG	Proposals involving creation of 7-19 dwellings; New build or extensions of 500-999sqm (any use class) including change of use • Development of a listed building or affecting its setting • Advice on Conditions, Non-material amendments, Minor Material Amendments	(additional technical expertise including: viability, legal advice and S106 or sunlight/daylight will be charged separately)	D	fully flexible	3,369.00	3,594.80	6.70%	Based on September 2023 CPI - Rounded
ENG	Follow-up meetings and letter		D	fully flexible	2,246.00	2,396.50	6.70%	Based on September 2023 CPI - Rounded
ENG	D - Major Development Proposals							
ENG	Proposals involving 20-49 dwellings; New build or extensions of 1000-9,999sqm (any use class) including change of use • Advice on Conditions, Non-material amendments, Minor Material Amendments	(additional technical expertise including: viability, legal advice and S106 or sunlight/daylight will be charged separately)	D	fully flexible	7,861.00	8,387.70	6.70%	Based on September 2023 CPI - Rounded
ENG	Follow-up meetings and letter		D	fully flexible	3,369.00	3,594.80	6.70%	Based on September 2023 CPI - Rounded
ENG	Advice on EIA scoping/screening for Major Development Proposals		D	fully flexible	3,369.00	3,594.80	6.70%	Based on September 2023 CPI - Rounded
ENG	E - Large scale Major Development Proposals							
ENG	• Proposals involving 50 or more dwellings; • New build or extensions above 10,000sqm (any use class) including change of use • Advice on Conditions, Non-material amendments, Minor Material Amendments	(additional technical expertise including: viability, legal advice and S106 or sunlight/daylight will be charged separately)	D	fully flexible	15,722.00	16,775.40	6.70%	Based on September 2023 CPI - Rounded
ENG	Follow-up meetings and letter		D	fully flexible	4,492.00	6,000.00	33.57%	
ENG	F - Planning Performance Agreements							
ENG	• Appropriate for the largest or strategic development proposals in the borough, such as development relating to the delivery of Local Plan site allocations.		D	fully flexible	To be Agreed and based on the council's current charging rates	To be Agreed and based on the council's current charging rates	N/A	No Change

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
ENG	• Specialists consultant fees will be chargeable in addition to the pre-application fee quoted		D	fully flexible	To be Agreed and based on the council's current charging rates	To be Agreed and based on the council's current charging rates	N/A	No Change
ENG	Advice on EIA scoping/screening for Large Scale Major Development Proposals		D	fully flexible	4,492.00	4,793.00	6.70%	Based on September 2023 CPI - Rounded
ENG	Discharge of conditions for Categories D and F.	Charge per condition	D	fully flexible	561.50	599.20	6.71%	Based on September 2023 CPI - Rounded
ENG	Discharge of S106 obligations for Categories D and F.	Charge per obligation	D	fully flexible	561.50	599.20	6.71%	Based on September 2023 CPI - Rounded
ENG	Numbering new units / flat / commercial units	Charge per new unit created	D	fully flexible	39.60	42.30	6.82%	Based on September 2023 CPI - Rounded
ENG	Naming of a building	Charge per building	D	fully flexible	360.00	384.20	6.72%	Based on September 2023 CPI - Rounded
ENG	Naming of a new street	Charge per street	D	fully flexible	412.00	439.70	6.72%	Based on September 2023 CPI - Rounded
ENG	Local Land Charges Fees for Local Authority Searches							
ENG	LLC1 Official (Fee non VATable)		D	fully flexible	12.35	13.20	6.86%	Based on September 2023 CPI - Rounded
ENG	CON29R (Fee non VATable)		D	fully flexible	186.42	199.00	6.75%	Based on September 2023 CPI - Rounded
ENG	CON29R (Fee VATable)		D	fully flexible	223.70	238.70	6.70%	Based on September 2023 CPI - Rounded
ENG	Search fee (LLC1 & CON29R)		D	fully flexible	236.05	251.90	6.71%	Based on September 2023 CPI - Rounded
ENG	Enquiry 22 (Fee VATable)		D	fully flexible	13.48	14.40	6.86%	Based on September 2023 CPI - Rounded
ENG	Enquiry by Solicitor (Fee VATable)		D	fully flexible	33.69	36.00	6.86%	Based on September 2023 CPI - Rounded
ENG	Search Fee - each Additional parcel of land (Fee VATable)		D	fully flexible	33.69	36.00	6.86%	Based on September 2023 CPI - Rounded
ENG	Copy documents				Free on-line via Planning Register	Free on-line via Planning Register		No Change
ENG	Property Services - Fees and Charges							
ENG	Property Development & Disposals	Property Disposals	D	Capped	1% of Capital Value £0-£250k) Deminimus £790	1.25% of Capital Value £0-£250k) minimum £790	Additional 0.25%	Benchmarked Rates
ENG	Property Development & Disposals	Property Disposals	D	Capped	0.5% of Capital Value (£250k-£1m)	0.75% of Capital Value (£250k-£1m)	Additional 0.25%	
ENG	Property Development & Disposals	Property Disposals	D	Capped	0.25% of Capital Value £1m+	0.50% of Capital Value £1m+	Additional 0.25%	
ENG	Property Development & Disposals	Leasehold Enfranchisement - freehold sale	D	Capped	790.00	885.00	12.03%	Benchmarked Rates
ENG	Property Development & Disposals	Leasehold Enfranchisement - lease extension	D	Capped	1,050.00	1,180.00	12.38%	Benchmarked Rates
ENG	Portfolio Management	Assignments/ Subletting	D	Capped	790.00	885.00	12.03%	Benchmarked Rates
ENG	Portfolio Management	Change of use	D	Capped	790.00	885.00	12.03%	Benchmarked Rates
ENG	Portfolio Management	Alterations	D	Capped	790.00	885.00	12.03%	Benchmarked Rates
ENG	Portfolio Management	New Lease / occupational Licences	D	Capped	790.00	885.00	12.03%	Benchmarked Rates
ENG	Portfolio Management	Copy leases	D	Capped	58.00	61.90	6.72%	Based on September 2023 CPI - Rounded

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
HOUSING								
HOUSING	Handyperson Service	Assa keys	D	Fully Flexible	27.00	29.00	7.41%	CPI rounded to nearest £1 or 50p
HOUSING	Handyperson Service	Entry fobs	D	Fully Flexible	26.00	28.00	7.69%	CPI rounded to nearest £1 or 50p
HOUSING	Handyperson Service	Lock changes	D	Fully Flexible	Variable	Variable		
HOUSING	Handyperson Service	General works – people on a means tested benefit (per hour)	D	Fully Flexible	22.00	23.50	6.82%	CPI rounded to nearest £1 or 50p
HOUSING	Handyperson Service	General works – not on a benefit (for first hour)	D	Fully Flexible	44.00	47.00	6.82%	CPI rounded to nearest £1 or 50p
HOUSING	Handyperson Service	General works – not on a benefit (for additional hours)	D	Fully Flexible	33.00	35.50	7.58%	CPI rounded to nearest £1 or 50p
HOUSING	Handyperson Service	Initial appointments to survey/check etc.	D	Fully Flexible	10.00	11.00	10.00%	CPI rounded to nearest £1 or 50p
HOUSING	Handyperson Service	Replacing light bulbs	D	Fully Flexible	11.00	12.00	9.09%	CPI rounded to nearest £1 or 50p
HOUSING	Handyperson Service	Installation of key safes	D	Fully Flexible	44.00	47.00	6.82%	CPI rounded to nearest £1 or 50p
HOUSING	Handyperson Service	Installation of smoke alarms/change battery	D	Fully Flexible	15.00	16.00	6.67%	CPI rounded to nearest £1 or 50p
HOUSING	Handyperson Service	Plumbing in washer machine	D	Fully Flexible	44.00	47.00	6.82%	CPI rounded to nearest £1 or 50p
HOUSING	Handyperson Service	Galvanised rails (for first hour)	D	Fully Flexible	44.00	47.00	6.82%	CPI rounded to nearest £1 or 50p
HOUSING	Handyperson Service	Galvanised rails (for additional hours)	D	Fully Flexible	33.00	35.50	7.58%	CPI rounded to nearest £1 or 50p
HOUSING	Handyperson Service	Disconnect and plumb in washing machine at new property	D	Fully Flexible	60.00	64.00	6.67%	CPI rounded to nearest £1 or 50p
HOUSING	Handyperson Service	Carpentry work (hanging doors etc.) (Minimum charge or hourly rate will apply)	D	Fully Flexible	60.00	64.00	6.67%	CPI rounded to nearest £1 or 50p
HOUSING	Handyperson Service	Energy efficiency work – draught proofing/insulation etc. (per hour on means tested benefit)	D	Fully Flexible	22.00	23.50	6.82%	CPI rounded to nearest £1 or 50p
HOUSING	Handyperson Service	Energy efficiency work – draught proofing/insulation etc. (per hour - not on benefit)	D	Fully Flexible	44.00	47.00	6.82%	CPI rounded to nearest £1 or 50p
HOUSING	Handyperson Service	New homes development team (per hour)	D	Fully Flexible	50.00	53.50	7.00%	CPI rounded to nearest £1 or 50p
HOUSING	Handyperson Service	Mark up on materials purchased through the Handy Person service	D	Fully Flexible	20% on all materials	20% on all materials	N/A	
HOUSING	Handyperson Service	Painting/refreshing of one room (per day, materials excluded)	D	Fully Flexible	£200.00	213.5	6.75%	CPI rounded to nearest £1 or 50p
HOUSING	Handyperson Service	Painting a door (minimum charge or hourly rate will apply)	D	Fully Flexible	60.00	64.00	6.67%	CPI rounded to nearest £1 or 50p
HOUSING	Estate Parking	Visitor parking permits – ten visits	D	Fully Flexible	17.50	19.00	8.57%	CPI rounded to nearest £1 or 50p
HOUSING	Estate Parking	Visitor parking permits – sixty visits	D	Fully Flexible	86.00	92.00	6.98%	CPI rounded to nearest £1 or 50p
HOUSING	Estate Parking	Replacement of lost permit	D	Fully Flexible	10.00	11.00	10.00%	CPI rounded to nearest £1 or 50p
HOUSING	Estate Parking	Second bay parking	D	Fully Flexible	86.00	92.00	6.98%	CPI rounded to nearest £1 or 50p

Appendix F									
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments	
HOUSING	Estate Parking	Area-wide permit (contractors and employees)	D	Fully Flexible	136.00	145.00	6.62%	CPI rounded to nearest £1 or 50p	
HOUSING	Estate Parking	Southwark-wide permit (contractors and employees)	D	Fully Flexible	136.00	145.00	6.62%	CPI rounded to nearest £1 or 50p	
HOUSING	Estate Parking	Business permits	D	Fully Flexible	136.00	145.00	6.62%	CPI rounded to nearest £1 or 50p	
HOUSING	Estate Parking	Carers permits	D	Fully Flexible	37.50	40.00	6.67%	CPI rounded to nearest £1 or 50p	
HOUSING	Estate Parking	Removal of illegally parked vehicle	M	Fixed	200.00	200.00	0.00%		
HOUSING	Estate Parking	Daily storage charge – removed vehicle	M	Fixed	40.00	40.00	0.00%		
HOUSING	Travellers	Travellers sites - single pitch	M	Capped	104.04	111.01	6.70%	CPI rounded to nearest £1 or 50p	
HOUSING	Travellers	Travellers sites - double pitch	M	Capped	141.22	150.68	6.70%	CPI rounded to nearest £1 or 50p	
HOUSING	Concierge charges	Concierge Castlemead charge	D	Fully Flexible	10.85 - 11.14	13.54	21.54 - 24.79%	Full review of the service was carried out and the cost of the service will be charged equally amongst properties	
HOUSING	Concierge charges	Didbin concierge charge	D	Fully Flexible	10.90	11.63	6.70%		
HOUSING	Concierge charges	Churchyard Row concierge charge	D	Fully Flexible	7.45	7.95	6.71%		
HOUSING	Concierge charges	Bishopsmead concierge charge	D	Fully Flexible	0.00	4.37	New		
HOUSING	Concierge charges	Churchmead concierge charge	D	Fully Flexible	0.00	4.40	New		
HOUSING	Concierge charges	Draper House concierge charge	D	Fully Flexible	12.52 - 12.88	13.99	8.62 - 11.74%		
HOUSING	Concierge charges	Wollaston concierge charge	D	Fully Flexible	12.88	12.98	0.78%		
HOUSING	Concierge charges	Sherstone concierge charge	D	Fully Flexible	12.44 - 12.88	12.60	(2.17) - 1.29%		
HOUSING	Concierge charges	Grasmere concierge charge	D	Fully Flexible	12.33 - 12.88	13.95	8.31 - 13.14%		
HOUSING	Concierge charges	Windermere concierge charge	D	Fully Flexible	12.30 - 12.88	15.88	23.29 - 29.11%		
HOUSING	Concierge charges	Ambleside concierge charge	D	Fully Flexible	12.30 - 12.88	13.92	8.07 - 13.17%		
HOUSING	Hostels	Northcott House service charge	D	Fully Flexible	16.53	17.64	6.72%		CPI rounded to nearest £1 or 50p
HOUSING	Hostels	Hostel laundry charge	D	Fully Flexible	3.41	3.64	6.74%		CPI rounded to nearest £1 or 50p
HOUSING	Hostels	Hostels part-board charge	D	Fully Flexible	21.40	22.83	6.68%	CPI rounded to nearest £1 or 50p	
HOUSING	Temporary Accommodation	Bed and Breakfast accommodation - Weekly	M	Fixed	27.20			Rates vary and are determined by range of factors including location	
HOUSING	Temporary Accommodation	Bed and Breakfast accommodation - Nightly	M	Fixed	190.38			Rates vary and are determined by range of factors including location	
HOUSING	Temporary Accommodation	Self Contained - One bedroom	M	Fixed	171.34			Rates vary and are determined by range of factors including location	
HOUSING	Temporary Accommodation	Self Contained - Two bedroom	M	Fixed	228.47			Rates vary and are determined by range of factors including location	

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
HOUSING	Temporary Accommodation	Self Contained - Three bedroom	M	Fixed	270.00			Rates vary and are determined by range of factors including location
HOUSING	Temporary Accommodation	Self Contained - Four bedroom	M	Fixed	373.84			Rates vary and are determined by range of factors including location
HOUSING	Temporary Accommodation	Self Contained - Five bedroom	M	Fixed	373.84			Rates vary and are determined by range of factors including location
HOUSING	Service Charge Loans	Discretionary service charge loan application	D	Flexible	700.00	747.00	6.71%	CPI rounded to nearest £1 or 50p
HOUSING	Service Charge Loans	Mandatory service charge loan application	M	Fixed	100.00	100.00	0.00%	
HOUSING	Service Charge Loans	Voluntary charge application fee	D	Fully Flexible	700.00	747.00	6.71%	CPI rounded to nearest £1 or 50p
HOUSING	Service Charge Loans	Additional discretionary loan application fee	D	Fully Flexible	475.50	507.50	6.73%	CPI rounded to nearest £1 or 50p
HOUSING	Service Charge Loans	Service charge loan arrears fee	D	Fully Flexible	57.50	61.50	6.96%	CPI rounded to nearest £1 or 50p
HOUSING	Right to Buy (RTB)	RTB natural redemption fee	D	Fully Flexible	128.00	136.50	6.64%	CPI rounded to nearest £1 or 50p
HOUSING	Right to Buy (RTB)	RTB premature; vol. SCL, discr. SCL	D	Fully Flexible	128.00	136.50	6.64%	CPI rounded to nearest £1 or 50p
HOUSING	Right to Buy (RTB)	Notices of assignment and notices of charge	D	Fully Flexible	10.00 - 30.00	10.00 - 30.00	N/A	
HOUSING	Right to Buy (RTB)	Pre-assignment pack	D	Fully Flexible	252.00	269.00	6.75%	CPI rounded to nearest £1 or 50p
HOUSING	Right to Buy (RTB)	Pre-assignment pack – expedited 48 hours	D	Fully Flexible	345.00	368.00	6.67%	CPI rounded to nearest £1 or 50p
HOUSING	Right to Buy (RTB)	Postponement of charge for home improvement	D	Fully Flexible	180.00	192.00	6.67%	CPI rounded to nearest £1 or 50p
HOUSING	Right to Buy (RTB)	Postponement of charge for all other reasons	D	Fully Flexible	252.00	269.00	6.75%	CPI rounded to nearest £1 or 50p
HOUSING	Right to Buy (RTB)	Remortgage	D	Fully Flexible	121.00	129.00	6.61%	CPI rounded to nearest £1 or 50p
HOUSING	Right to Buy (RTB)	Retrospective letter of postponement	D	Fully Flexible	368.00	393.00	6.79%	CPI rounded to nearest £1 or 50p
HOUSING	Right to Buy (RTB)	Expedition fee for remortgage	D	Fully Flexible	93.00	99.00	6.45%	CPI rounded to nearest £1 or 50p
HOUSING	Right to Buy (RTB)	Expedition fee for pre-assignment	D	Fully Flexible	93.00	99.00	6.45%	CPI rounded to nearest £1 or 50p
HOUSING	Homeowners- Document Copies	Reproduction copy of specification	D	Fully Flexible	28.00	30.00	7.14%	CPI rounded to nearest £1 or 50p
HOUSING	Homeowners- Document Copies	Copies of any other relevant documentation	D	Fully Flexible	0.10	0.10	0.00%	
HOUSING	Homeowners- Document Copies	Reproduction copy of lease/leasehold transfer	D	Fully Flexible	50.00	53.50	7.00%	CPI rounded to nearest £1 or 50p
HOUSING	Homeowners- Document Copies	Certified copy of lease/leasehold transfer	D	Fully Flexible	83.50	89.00	6.59%	CPI rounded to nearest £1 or 50p
HOUSING	Homeowners- Document Copies	Reproduction copy of section 125 notice	D	Fully Flexible	35.00	37.50	7.14%	CPI rounded to nearest £1 or 50p
HOUSING	Homeowners- Document Copies	Duplicate right-to-buy documentation	D	Fully Flexible	78.00	83.00	6.41%	CPI rounded to nearest £1 or 50p
HOUSING	Homeowners- Document Copies	Additional completion statement fee	D	Fully Flexible	94.50	101.00	6.88%	CPI rounded to nearest £1 or 50p

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
HOUSING	Homeowners- Other Administration	Section 146 notice fee	D	Fully Flexible	361.00	385.00	6.65%	CPI rounded to nearest £1 or 50p
HOUSING	Homeowners- Other Administration	Gas servicing administration fee	D	Fully Flexible	42.00	45.00	7.14%	CPI rounded to nearest £1 or 50p
HOUSING	Homeowners- Other Administration	EWS1 certificate fee	D	Fully Flexible	0.00	350.00	New	
HOUSING	Homeowners- Other Administration	Statement of Assurance fee	D	Fully Flexible	0.00	350.00	New	
HOUSING	Disposals	Ad-hoc or voluntary disposals of property or land	D	Fully Flexible	339.00	362.00	6.78%	CPI rounded to nearest £1 or 50p
HOUSING	Disposals	Purchase of properties freehold on short leases	D	Fully Flexible	339.00	362.00	6.78%	CPI rounded to nearest £1 or 50p
HOUSING	Disposals	Lease extensions	D	Fully Flexible	339.00	362.00	6.78%	CPI rounded to nearest £1 or 50p
HOUSING	Enfranchisement	Collective Enfranchisement – standard charge	D	Fully Flexible	339.00	362.00	6.78%	CPI rounded to nearest £1 or 50p
HOUSING	Enfranchisement	Lease-back of tenanted properties	D	Fully Flexible	790.00	843.00	6.71%	CPI rounded to nearest £1 or 50p
HOUSING	Enfranchisement	Individual enfranchisement	D	Fully Flexible	339.00	362.00	6.78%	CPI rounded to nearest £1 or 50p
HOUSING	Enfranchisement	Sale of freehold reversionary interest	D	Fully Flexible	339.00	362.00	6.78%	CPI rounded to nearest £1 or 50p
HOUSING	Landlords Consent for Alterations Permissions	Like-for-like replacements of kitchens/bathrooms	D	Fully Flexible	51.00	55.00	7.84%	CPI rounded to nearest £1 or 50p
HOUSING	Landlords Consent for Alterations Permissions	Change of boilers/radiators	D	Fully Flexible	99.00	106.00	7.07%	CPI rounded to nearest £1 or 50p
HOUSING	Landlords Consent for Alterations Permissions	Minor structural alterations	D	Fully Flexible	125.00	134.00	7.20%	CPI rounded to nearest £1 or 50p
HOUSING	Landlords Consent for Alterations Permissions	Major structural alterations	D	Fully Flexible	339.00	362.00	6.78%	CPI rounded to nearest £1 or 50p
HOUSING	Landlords Consent for Alterations Permissions	Retrospective permission for any alteration type	D	Fully Flexible	508.00	542.00	6.69%	CPI rounded to nearest £1 or 50p
HOUSING	Legal Discharge of Charge	Right of first refusal – pre-emption requests	D	Fully Flexible	129.00	138.00	6.98%	CPI rounded to nearest £1 or 50p
HOUSING	Equity Share	Equity Share - Administration fee	D	Fully Flexible	129.00	138.00	6.98%	CPI rounded to nearest £1 or 50p
HOUSING	Equity Share	Equity Share - Valuation fee	D	Fully Flexible	204.00	218.00	6.86%	CPI rounded to nearest £1 or 50p
HOUSING	Equity Loan	Equity Loan - Administration fee	D	Fully Flexible	129.00	138.00	6.98%	CPI rounded to nearest £1 or 50p
HOUSING	Equity Loan	Equity Loan - Valuation fee	D	Fully Flexible	204.00	218.00	6.86%	CPI rounded to nearest £1 or 50p
HOUSING	Other Administration	Deed of covenant	D	Fully Flexible	193.00	206.00	6.74%	CPI rounded to nearest £1 or 50p
HOUSING	Other Administration	Rent references	D	Fully Flexible	59.00	63.00	6.78%	CPI rounded to nearest £1 or 50p
HOUSING	Barrow Stores - Annual Rents	Bournemouth Road	D	Fully Flexible	985.5	1,051.50	6.70%	CPI rounded to nearest £1 or 50p
HOUSING	Barrow Stores - Annual Rents	Southwark Park Road - small	D	Fully Flexible	392	418.00	6.63%	CPI rounded to nearest £1 or 50p
HOUSING	Barrow Stores - Annual Rents	Southwark Park Road - large	D	Fully Flexible	985.5	1,051.50	6.70%	CPI rounded to nearest £1 or 50p

Appendix F								
Department	Fee / Charge Description	Fee/charge additional description	Income Type - M (M) or Discretionary (D)	Nature - Fixed, Capped or Fully flexible	2023-24 Fee £	Proposed 2024-25 Fee £	Percentage increase in fees 2023-24 to 2024-25	Fee comparison position against other Local Authorities/ inflation factor used and other comments
HOUSING	Barrow Stores - Annual Rents	Portland Street	D	Fully Flexible	1571	1,676.00	6.68%	CPI rounded to nearest £1 or 50p
HOUSING	Barrow Stores - Annual Rents	Kingston Mews - small	D	Fully Flexible	785.00	837.50	6.69%	CPI rounded to nearest £1 or 50p
HOUSING	Barrow Stores - Annual Rents	Kingston Mews - large	D	Fully Flexible	1,571.00	1,676.00	6.68%	CPI rounded to nearest £1 or 50p
HOUSING	Barrow Stores - Annual Rents	Northchurch	D	Fully Flexible	1,417.50	1,512.50	6.70%	CPI rounded to nearest £1 or 50p
HOUSING	Garages and Non-Residential Weekly Charges	Concessionary (Blue Badge & Elderly)	D	Fully Flexible	18.10	19.70	8.84%	As set out in draft HRA rent setting report
HOUSING	Garages and Non-Residential Weekly Charges	Standard	D	Fully Flexible	23.10	24.70	6.93%	CPI rounded to nearest £1 or 50p
HOUSING	Garages and Non-Residential Weekly Charges	Private	D	Fully Flexible	41.20	45.30	9.95%	As set out in draft HRA rent setting report
HOUSING	Garages and Non-Residential Weekly Charges	Small sites rate	D	Fully Flexible	12.60	13.40	6.35%	CPI rounded to nearest £1 or 50p
HOUSING	Garages and Non-Residential Weekly Charges	Larger than average	D	Fully Flexible	5.80	6.20	6.90%	CPI rounded to nearest £1 or 50p
HOUSING	Garages and Non-Residential Weekly Charges	Additional parking	D	Fully Flexible	5.80	6.20	6.90%	CPI rounded to nearest £1 or 50p
HOUSING	Garages and Non-Residential Weekly Charges	Water	D	Fully Flexible	0.50	0.50	0.00%	
HOUSING	Garages and Non-Residential Weekly Charges	Additional security	D	Fully Flexible	1.00	1.00	0.00%	
HOUSING	Garages and Non-Residential Weekly Charges	Stores	D	Fully Flexible	3.95	4.20	6.33%	CPI rounded to nearest £1 or 50p
HOUSING	Garages and Non-Residential Weekly Charges	Parking site	D	Fully Flexible	3.95	4.20	6.33%	CPI rounded to nearest £1 or 50p
HOUSING	Garages and Non-Residential Weekly Charges	Pram Sheds	D	Fully Flexible	0.50	0.50	0.00%	
HOUSING	Private Sector Housing	DFG charges (owner / occupiers)	D	Fully Flexible	17.5% cost of work	17.5% cost of work	N/A	Fees are based on a percentage of the capital grants that it dispenses. All clients who receive a grant or loan pay a fee for the work undertaken; this is an allowable expense and is taken into account when assessing the grant due to the client.
HOUSING	Private Sector Housing	DFG charges (housing associations)	D	Fully Flexible	20% of cost of work	20% of cost of work	N/A	
HOUSING	Private Sector Housing	Repair Grants and Loans for home owners and private tenants	D	Fully Flexible	15% of cost of work	15% of cost of work	N/A	
HOUSING	Private Sector Housing	Production of schedule	D	Fully Flexible	80.00	85.00	6.25%	CPI rounded to nearest £1 or 50p
HOUSING	Private Sector Housing	Administration fee – Landlord Grant	D	Fully Flexible	103.50	110.00	6.28%	CPI rounded to nearest £1 or 50p
HOUSING	Private Sector Housing	Administration fee – for private landlord energy saving grants	D	Fully Flexible	27.50	29.00	5.45%	CPI rounded to nearest £1 or 50p
HOUSING	Private Sector Housing	Administration fee – empty homes grant	D	Fully Flexible	103.50	110.00	6.28%	CPI rounded to nearest £1 or 50p

Appendix G**Policy and Resources Strategy
2024/25 to 2026/27****Climate Change**

Climate Change and Budget 2024/25 to 2026/27

1. The council is committed to reducing carbon in its own operations, estate and across the borough. Our ambition is for Southwark to be net zero by 2030. Despite a strong climate strategy and action plan and another year of solid progress, Southwark, in common with other local authorities, remains off track to meet this target. The scale of the challenge remains enormous and we continue to call on Government to introduce reliable long term funding for councils to take the action that is urgently needed. We are concerned that without the Government taking action, the challenge for Southwark and all local councils is even harder.
2. The council is using its resources to tackle the climate emergency. In this budget, we have again assessed whether budget changes have any significant impact on carbon emissions. As in previous years, most of the changes to the budget will have a neutral impact on climate change. The greater impact is again how we should use existing resources more effectively to deliver services and carbon reduction. Across all parts of the council's work, officers need to consider climate change and look for ways to reduce carbon in our operations. This report sets out some of the steps we are taking and will continue to take across a range of areas of our work. While there are some large and visible projects specifically designed to reduce emissions, just as important are smaller change in service delivery which are all reducing emissions and ensure that the council is using its resources in a way which cuts carbon and our contribution to climate change.
3. We have dedicated funding for climate capital programmes through the £25m Climate Capital Fund. We continue to draw on this to invest in capital programmes that reduce carbon or where additional capital spend can improve carbon reduction. This includes investment in Burgess Park Sports Centre including air source heat pumps and a green roof; feasibility work has started on two cemetery sites to develop a programme of climate reduction, which we expect to include air source heat pumps and EV charging points. £1.8m is allocated to library retrofit including green aspects of the Peckham Library refurbishment, and work on Kingswood. £2.5m is allocated to the roll out of cycle hangers, with the programme running until 25/26. In the last year, we have also funded projects which are now complete and having an impact. This includes the borough's first Library of Things which has opened at Canada Water Library, and the planting of a new Tiny Forest on Peckham Rye.
4. In 2024/25 and beyond we expect our capital investment will continue. Currently £21m of the £25m is allocated, and as well as programming in much of this spend, we will work to identify new projects to invest in to save carbon.
5. The council has also established a Green Buildings Fund. This is money collected from developers to offset carbon from developments. In 2024/25 we will identify new projects which could benefit from this funding and ways to roll out these carbon offset schemes.

6. As well as direct investment, we are also working to increase the funding that is available. We plan to launch Southwark's Community Municipal Investment this year. Sometimes called Green Bonds, the CMI will be a way for local people to invest in green projects in the borough. We will aim to raise up to £6m over six years, making it the largest and most ambitious CMI in the country. We are also making our first investments through the Community Energy Programme, where we fund projects in the community to generate clean energy and invest in programmes that build capacity and delivery of green energy.
7. The council now has a well established climate change team that work across the council and the community to deliver our climate change strategy and action plan. The team is expanding with greater project delivery capacity and a tighter focus on maximising external opportunities and funding. In the absence of long term sustainable government funding we need to invest in resource within the council to pursue the various funding opportunities which exist and ensure that the council is well positioned to secure them.
8. In addition, we will continue to invest in services to support the community apply for funding including the Green Homes Advice service we run in partnership with London Southbank University and which helps households better understand steps they need to take and sources of funding that may be available. The council is therefore using its resources not just to increase income for the council and direct investment but also other ways of money to come into the borough to reduce the borough's overall emissions.
9. The Streets for People strategy will transform how we use our streets and steer our investment into projects which reduce carbon and support more sustainable travel and movement in the borough. The Council is already embarking on parking improvements that prioritise sustainable transportation options, reduce traffic congestion, and encourage the use of low-emission vehicles to significantly reduce the carbon footprint associated with transportation.
10. Key projects moving forward include the electric vehicle charging infrastructure on estates and the adopting and delivery of a new EV plan for the borough. We retain and will continue to deliver our ambitious plans on bike hangers and invest in more pedestrian and cycling friendly infrastructure schemes.
11. Southwark continues to encourage waste reduction including reuse and recycling. Our investment in waste management means we remain one of the best inner London boroughs for recycling. Through this budget process, we have continued to consider the impact of any changes to waste management on climate.
12. We continue to deliver some of the highest environmental standards in planning in the country. In 2024/25 we will continue work on developing a Climate Emergency SPD to further improve the environmental standards of new buildings, as well as updating other climate emergency policies. We introduced monitoring of energy policies in 2022 when the Southwark Plan was adopted with the updated policy. This information is being collated and will be available as an evidence base to inform policy development. We are also working with most

other London Boroughs to progress development of our evidence base and policies.

13. In 2023/24 we brought our leisure centres in-house. We are now starting work to invest in reducing the emissions from these buildings which are amongst some of the biggest contributors to emissions in the council. In 2024/25 we will be investing in our leisure centres with a range of interventions to reduce carbon including air source heat pumps and improvements to building management systems.
14. In housing, we are using our resources to minimise the emissions associated with the housing stock. The overall managed stock is over 52,000 including leasehold properties. Of these, around 17,000 are connected to some form of communal heating, either from the SELCP heat network, or from a series of communal boilers. These communal systems enable the temperature of the water in circulation to be seasonally adjusted to minimise gas consumption and therefore reduce the amount of carbon emitted. Communal heating also allows for quicker and easier decarbonisation than individual heating systems, due to the ability to apply low carbon technologies at scale. Where individual boilers are required in tenants homes, we ensure that we are installing with the most efficient gas boilers currently available.
15. Within our new homes programme, where the new homes cannot be connected to existing heat networks, greater use of renewable technology is being used, such as heat pumps to further reduce the use of fossil fuels. Alongside reducing direct fossil fuel consumption, action is being taken to reduce the amount of electricity consumed in running the communal areas of our buildings through introducing new technology such as retrofitting LED lighting; replacement and new emergency lighting is being replaced with LED smart scan lighting which will reduce electricity consumption by up to 70%. We ensure that we install low energy lighting and control units on new lifts, that doors and windows are the most energy efficient currently available and are investing in interventions such as over-cladding on the Kingswood estate to improve thermal efficiency; and when replacing roofs use the latest thermal insulation to maximise thermal efficiency and minimise heat loss. We are ensuring that our investment is, where possible, saving energy. This is in addition to already moving to a green energy tariff for all our operational work.
16. We are investing in making our estates great and through this programme are investing in carbon reduction too. The great estates programme also has delivered improvements, including 190 growing plots. As well as providing environmental improvements, there have also been other positive benefits in terms of health and community cohesion. Also significant improvements to waste management, using purpose built bin enclosures, improved signage, and use of QR codes to report full bins. There has been a marked improvement in recycling and a reduction in fly tipping.
17. Within Southwark Repairs, there are a number of activities aimed at reducing the services carbon footprint. A repairs improvement plan is currently underway with the aim of increasing the number of repairs that can be completed in a single

visit, reducing the travelling to and from a single repair and therefore increasing customer satisfaction and the efficiency of the service. In repairs also, we are working with our key supplier to source more environmentally sustainable materials.

18. As well as changes in housing, we are focusing on our wider operational emissions and particularly our target to halve our operational emissions by 2026. Corporate Facilities Management (CFM) continues with a programme of lighting replacement – this is installing LED lighting across the operational estate, so far CFM has upgraded the lighting in 10 properties with a further 3 scheduled to be completed this year.
19. Solar panels have been installed on 10 buildings. We are able to live track the energy being generated by the solar panels and show what that equates to in terms of carbon savings. Interventions such as this improve our knowledge of the impact our work is having. We continue to invest in reducing gas consumption in our operational buildings. We will continue with a programme of replacing gas boilers with air source heat pumps and our projections are that by 2026 we will have eliminated a further 822tCO₂ per annum, approximately 68% of CO₂ directly emissions attributed to gas.
20. We are continuing to apply for external funding where we have suitable projects. We have applied for funding from Government for projects to change our heating system at Tooley Street and are awaiting the outcome of this application. We will continue to maximise external funding opportunities. We will continue to plan and deliver sustainability schemes through our lifecycle replacement programme. The aim is to deliver £12million of lifecycle projects within the next 24 months.
21. The council has multiple calls on its resources. In some areas there are more direct impacts on carbon reductions than others, but across all of our work and operations it is important that we make carbon savings where we can and deliver services in the most sustainable way.
22. In children's services, the Southwark Homes for Southwark Children programme is working to develop local children's residential provision, which is being developed to meet high standards of energy efficiency. We are also developing more local foster care provision to increase the opportunity for our children to remain living within Southwark, meaning a reduction in travel outside of Southwark both for children and their social workers undertaking visits to children's placements.
23. We have been working with contractors to reduce emissions from our contracted services. For example, the Council's SEND transport bus contractor, has committed to delivering a service with a clear environmental focus the key aspects being the use of fuel efficient vehicles (lower emissions), having a depot in the borough (low mileage), and operating an efficient fleet (optimised use of vehicles). The current contract runs for two further years (until 31 August 2025) during which time the Council will work with the provider to look at green

alternatives including developing electric fleets and moving away from petrol and diesel buses.

24. As well as changes to our front line services, we are making changes to how we deliver back office functions. We continue to invest in e-billing of council tax. There are currently 148,000 customers across Southwark of which 69,000 are signed up to e-billing.
25. The move to digital while saving carbon, through things like the reduction of paper and production of printed materials, does also have a carbon impact. We are working to understand this so we can take steps to minimise it. This includes energy consumption in data centres, services and network infrastructure, and the increase in e-waste as devices have shorter lifecycles. We have been making changes to reduce our carbon impact, this includes transitioning to virtualised servers which reduced the need of physical hardware.
26. Across all aspects of the councils work, our resources are being spent in a way which is trying to cut emissions. As set out above, this is sometimes large capital investment, but also a commitment by the council to use existing resources better, more effectively, and seeking to maximise the potential carbon saving. Changes in decision making such as the requirement to consider carbon in all decisions means that across the council services are increasingly looking at how they can use their resources better to tackle the climate emergency.

Climate analysis 2024/25 to 2026/27

27. This document sets out the initial climate change impact of the budget savings and commitments proposed as part of the Council's Policy and Resources Strategy for 2024/25 to 2026/27. By its nature, the Climate Change impact of these proposals is limited – the savings and efficiencies only account for small proportion of the total net General Fund Revenue Budget. As set out above, much of the council's climate work is delivered through capital expenditure, the Housing Revenue Account, and through partnership working using our leadership role to reduce carbon beyond directly funded programmes.

Methodology

28. Through the budget setting process, officers have considered the climate implications of the proposals that have been submitted for consideration. This has enabled the council to consider whether the changes that are made to the budget will have a positive or negative impact on the council's overall emissions.
29. The council has made a line-by-line assessment of all proposed budget lines for climate impact. Each line was rated with a 1 to 5 score, where 1 was significant positive impact and 5 was significant negative impact. A score of 3 indicated that the proposal had a neutral climate impact.
30. These assessments, as the proposals were being developed, aimed to give an initial indication of potential impact, on the understanding that further work, in the

form of detailed climate change impact assessments may be required for those rated either 1 or 5.

31. We have taken a similar approach to previous years. We have also again looked for best practice from other local authorities. We have not found other councils that have developed, or are developing, a climate change impact analysis for this purpose. As such we remain at the forefront of this work, and will continue to develop the approach further for future years.

Climate Change Impact

32. From the initial assessments, most of the proposals had a neutral impact on climate change. As in previous years, this is as expected as the majority of our climate impact is through our capital programme.
33. Only one proposal has a slight negative impact, and seventeen proposals have a slight positive impact on climate change.
34. It is important to recognise that any impact, positive or negative, will have very little significance in terms of carbon impact.

Annual Report

35. The council publishes an annual report setting out how it is delivering on its action plan – this includes finance risk. The most recent report was published in July 2023. The council will publish its next report in July 2024.
36. The Climate Change Strategy and Action plan established the council's approach to tackling the climate emergency and the work that it will do to tackle it. As set out in both the climate strategy and the budget report, it is clear that all the resources that are needed are not available to deliver this. This is not an issue unique to Southwark, but a challenge for all councils and everyone committed to tackling climate change. The Government has to take action on climate change and increase its investment to climate change solutions. The council will continue to do all it can to tackle climate change, but our impact will remain limited without greater Government action.
37. The table below sets out those lines in the budget which had either a positive or negative impact. In many cases, even when they are positive or negative this is only a relatively small impact for example where there is a reduction in staffing, this may have a positive impact as there is less travel, office space and resource used to support that staff member. Where a budget proposal has a greater potential impact, this is detailed in the table below.

Budget Lines and Carbon Impact

38. The table below is a summary of the budget proposals in the full report. This table includes an assessment of the climate impact as positive, negative or neutral.

Ref.	Description	Climate Impact	2024/25 £0	3 Year Total £000
101	Efficiencies through promoting greater independence for clients linked to ongoing recovery post discharge through early and regular reviews and interventions such as bed-based reablement, support from occupational therapists, aids and adaptations as well as greater use of universal services and the transitioning of clients into more independent accommodation.	3 - Neutral	-2,000	-4,500
102	Efficiencies through maximisation of extra care, night time provision and step down accommodation.	2 - Positive impact	-500	-1,000
103	Efficiency as result of review and re-distribution of work across Adults' Social Care	3 - Neutral	-500	-500
105	Telecare transformation	3 - Neutral	-250	-500
106	Consolidation of performance and data functions, enabled through modernisation and digital transformation of performance frameworks and systems	3 - Neutral	-300	-300
107	Modernisation of business management and administration capacity through digital transformation	2 - Positive impact	-354	-1,350
108	Reformed service delivery and development of an enhanced pathway to independence for Care Leavers	2 - Positive impact	-746	-1,548
109	Continued reduction of numbers of children in care, and in high cost placements, through ongoing investment in effective services to support children and families.	3 - Neutral	-1,063	-4,043
110	Transformation of Children and Family Centres into Family Hubs, making most efficient and effective use of partnership early help resources and capacity to reduce higher end late intervention for supporting families. This efficiency also takes into account a 21% reduction in the number of 0-4 year olds in recent years.	3 - Neutral	-185	-435
111	Review staffing structure whilst protecting statutory functions within children's social care.	3 - Neutral	-380	-898

112	Efficiencies in the Public Health workforce.	3 - Neutral	-200	-200
113	Free school meals - reduced numbers due to falling pupil numbers.	3 - Neutral	-221	-401
114	Efficiencies in delivery of sexual health service provision.	3 - Neutral	-228	-228
115	Efficiencies in delivery of Healthy Adults health promotion and outreach services	3 - Neutral	-230	-230
116	Efficiencies in delivery of Children and Young People outreach services	3 - Neutral	-360	-360
119	Review all support functions across the division (business support, finance, project support, data and performance and data)	3 - Neutral	-125	-125
120	Consolidation of council work relating to information advice and guidance, work placements and post-16 provision.	3 - Neutral	0	-9
122	Prioritise delivery of Education Psychology Team to delivery of statutory duties and support to the most in need pupils	3 - Neutral	0	-280
123	Integration of Early Years support into Family Hubs neighbourhood delivery models	3 - Neutral	-152	-152
124	Savings through senior management reductions through joining Children and Families, and Education Services.	3 - Neutral	-180	-180
125	Reduction in contribution to costs related to insourced hostels due to consolidation from 6 to 5 buildings due to improved flow of support and continued home first approach.	3 - Neutral	-100	-100
126	Reduction in training budget to reflect actual spend over the last few years	3 - Neutral	-5	-5
127	Funding from PH Grant to support the commissioning activities related to the division in terms of procurement and commissioning.	3 - Neutral	-35	-35
128	Rationalisation of ancillary software (small ICT contracts)	3 - Neutral	-40	-40
129	Rationalisation of use of ICT systems for record keeping into a single database	3 - Neutral	0	-300
131	Rationalisation of the corporate estate including Talfourd House, Curlew House, 47B East Dulwich Road and Sumner Road	2 - Positive impact	-270	-490

132	Review of corporate contact centre/Exchequer customer services to promote digital first, align performance standards/look at generating economies and consistent approaches to performance management.	3 - Neutral	-80	-80
135	Rationalisation of the three year strategy for the Strategy and Communities team and activity to ensure the target operating model is contained within a fixed financial envelope.	3 - Neutral	-70	-234
136	Resolution of outstanding contract issues within the Waste Management contract	3 - Neutral	-800	-800
138	Reorganisation of Property and Sustainable Growth Division	3 - Neutral	-100	-300
139	Review of Communities directorate structure	3 - Neutral	-60	-60
142	Conduct a review of expenditure and income in the light of regional and national benchmarks particularly where current financial performance indicates that Southwark is a high-spend council, and consider options for change.	2 - Positive impact	0	-1,000
143	Reduction in property related costs (utilities/rent/service charges) by relocating Cleansing and Grounds maintenance services from Sandgate Industrial Estate	2 - Positive impact	0	-450
144	Savings arising from the replacement of circuits across council buildings as part of the national switchover of the Public Switched Telephone Network from analogue to digital. Savings will accrue across council departments.	3 - Neutral	-150	-150
145	O2 mobile phone Contract Renegotiation and allocation policy review	3 - Neutral	-75	-200
146	Efficiencies through centralising of some departmental IT support teams into the Tech & Digital service.	3 - Neutral	0	-200
147	Technology and Digital Service staffing review	3 - Neutral	0	-80
148	Income collection staffing re-organisation	3 - Neutral	-370	-370
149	Merging of contact centres	3 - Neutral	-220	-220

150	Increased collection of Council Tax through reducing debt arising through the Council Tax Reduction Scheme (CTRS) following migration to Universal Credit	3 - Neutral	0	-250
151	Finance system replacement	3 - Neutral	0	-600
152	Review and reduction of debt provision (cross cutting), in tandem with refresh of debt recovery approach and processes.	3 - Neutral	-350	-1,050
153	Removal of risk premium on employers' pension contributions for decarbonisation strategy following above benchmark fund performance.	3 - Neutral	-1,600	-1,600
154	Reorganise Professional Finance Services to increase value-adding activity.	3 - Neutral	-50	-50
160	More efficient use of resources for Helpdesk	3 - Neutral	0	-200
163	Development of a corporate landlord model, inc. standardised approach to facilities management and opportunities for further income generation	3 - Neutral	0	-700
164	Rationalisation of staffing structures across Governance & Assurance.	3 - Neutral	-100	-350
165	Reduced spend on third party support following implementation of SAP replacement	3 - Neutral	0	-68
166	HR & OD staffing efficiencies resulting from the replacement of SAP	3 - Neutral	0	-100
167	Reduction in need to pay overtime	3 - Neutral	0	-300
169	Rationalisation and efficiencies in administration of meetings	2 - Positive impact	0	-50
170	Public Health investment in parenting programmes (see matching commitment, line 405)	3 - Neutral	-180	-360
171	Insource some Internal Audit & Anti-Fraud Support	3 - Neutral	0	-94
201	Telecare - Income Generation from Health related services and digital health provision	3 - Neutral	0	-500
202	Fairer contributions to Adults Social Care	3 - Neutral	-1,665	-3,165
203	Introducing a flat two tier fee for (1) the equipment only and (2) equipment and response service in Telecare	3 - Neutral	-50	-100

204	Review fees in line with inflation (still significantly lower than market rates). Necessary in order to ensure that appropriate charges are made to the HRA, other statutory accounts and to external parties where appropriate	3 - Neutral	-150	-150
205	Increase in Waste Management fees and charges including increases in Commercial Waste, recycling and other charges and increasing the Garden Waste charge from £60 to £80 per annum, maintaining charging levels below both the London average and near neighbours.	4 - Negative impact	-417	-417
206	Phase 2 Private Rented Sector Licensing - Additional income as a result of new schemes to licence private rented sector property (phase 2 - designations 3 and 4 of selective licensing)	3 Neutral	-1,100	-1,100
207	Increased commercialisation opportunities	3 Neutral	0	-200
208	Savings from investment in Active Travel	2 - Positive impact	-1,240	-1,860
209	Increase in Network Management income volumes	3 Neutral	-150	-250
210	Review of PCN charges set by London Councils (Southwark currently issues approx. 190,000).	2 - Positive impact	0	-950
211	Additional Income from Increased Fees and Charges across Environment directorate services	3 – Neutral	-381	-951
212	Increases in planning fees by CPI, mandatory planning fees and Community Infrastructure Levy (CIL) admin fees	3 - Neutral	-275	-987
213	Additional Income from Increased Fees and Charges in Leisure Services	3 - Neutral	-750	-1,727
214	Additional or uplifted charges in parks & leisure centre car parks, and across some other discretionary services – including tennis court hire and youth & adventure play, informed by benchmarking undertaken	2 - Positive impact	-200	-200
215	Additional income as a result of revenue savings at leisure centres from climate work	2 - Positive impact	-150	-345

216	Review of targeted leisure centre programmes, supported by Public Health.	3 - Neutral	-200	-600
217	Rental Income generation from Tooley Street	3 - Neutral	0	-1,080
219	Better Care Fund provides a stable contribution to Adult Social Care Hospital Discharge Teams and other related services. Additional BCF has been approved.	3 - Neutral	-500	-1,350
220	Increases in Commercial property income from rent reviews and letting of void properties	2 - Positive impact	-550	-1,101
301	Undertake review of the Southwark Information and Advice Service (SIAS) team.	3 - Neutral	0	-141
302	Review of Noise Nuisance service in order to ensure that the service continues to meet demand at the high volume times	3 - Neutral	0	-90
303	Re-organise the Cleaning Service to provide a more efficient management and operational structure, making better use of technology, and enhancing flexible working arrangements for staff.	2 - Positive impact	-200	-200
304	Grounds Maintenance efficiencies - Idverde contract	3 - Neutral	-50	-50
305	Efficiencies in tree contract and capitalisation of some costs	3 - Neutral	-50	-50
312	Closure of Seven Islands Leisure Centre, when Canada Water leisure Centre opens	3 - Neutral	0	-1,000
314	Delete Vacant Posts	3 - Neutral	-250	-250
315	Rationalisation of resources in the Elections Team	3 - Neutral	-70	-70
316	Remodelling of library service - including introduction of additional services/uses. Will be informed by usage/demand and may include some self-service and some community management.	3 - Neutral	-50	-300
402	Food security and sustainable food strategy	2 - Positive impact	90	90
403	School meal price increase (+ allocation methodology change)	3 - Neutral	425	425
404	Health outreach to health inclusion and vulnerable groups	2 - Positive impact	152	152

405	Prevention in Children's settings	3 - Neutral	180	360
406	Investment in Community Reproductive Health services	2 - Positive impact	227	227
408	Procurement Support to the existing commissioning team and further staffing investment in this team	3 - Neutral	85	85
409	Contribution to Supported Housing	3 - Neutral	80	80
413	Investment into Special Education Needs (SEND) transport provision to deal with demand and inflationary pressures of the service	3 - Neutral	1,936	2,804
414	Investment into Special Education Needs (SEND) delivery teams functions	3 - Neutral	0	700
415	Increased communications and workload associated with the Election Act - specifically the new requirement to show photo ID when voting	3 - Neutral	25	25
417	Increased demand for No Recourse to Public Funds client payments and accommodation.	3 - Neutral	700	700
418	Harmonisation of leisure centre staff contracts	3 - Neutral	750	750
419	Cost of additional repairs and maintenance in Leisure Centres	2 - Positive impact	250	250
420	Increase in IT and Licensing costs arising through the in-sourcing of the council's Leisure service.	3 - Neutral	286	314
423	Implementation of period poverty commitment	3 - Neutral	100	100
424	Reduction in rental income arising from down-sizing of the ICB presence in the Tooley Street building	3 - Neutral	300	300
425	Introducing an automatic disability related expenditure (DRE) disregard scheme	3 - Neutral	415	415
426	Additional cost attached to bringing resilience support in line with resilience standards for London.	3 - Neutral	8	8
427	Overview & Scrutiny - Support costs for change in meeting style to implement the recommendations of the Scrutiny Review	3 - Neutral	25	25

Policy and Resources Strategy Budget Equality Analysis Report 2024/2025

Contents

- 1. Purpose of document and Budget Equality Analysis Process 2024-2025**
- 2. Background and Context**
- 3. Budget Equality Analysis Process 2024-2025 and decision making stages**
- 4. On-going monitoring for equality impact**
- 5. Southwark Equality Framework and EINA (Equality Impact and Needs Analysis)**
- 6. Table: Summary of high and medium impact budget proposals and key findings from equality analysis undertaken**
- 7. Summary of key areas and key findings**

1. Purpose of document and the Budget Equality Analysis Process 2024-2025

1.1 The report sets out a cross council overview of the equality analysis of the 2024/2025 budget proposals. The Budget Equality Analysis report should be read in the context of the main overall Policy and Resources Budget strategy report for 2024-25. The Policy and Resources Budget report also has several appendices, including a summary table which sets out all the costs for each budget proposal. This year the Council is setting a three year budget, 2024-25 to 2026-27. Hence the importance of on-going monitoring for equality impact, as budget proposals are further developed during the three year period.

Equality Impact and Needs Analysis (EINA) is an on-going process and will be further built upon as proposals are further developed, consulted upon and implemented. It is a dynamic and pro-active process, which is part of the overall Equality, Diversity and Inclusion (EDI) work in the Council. It is not a paper exercise, but an active part of the way in which the Council builds EDI in all that is relevant to the day to day business and practices it undertakes. As such it is an integral part of the implementation of the Council's EDI policy commitments as outlined in the Southwark Equality Framework (Cabinet, July 2021).

EINAs are service improvement tools, which help us to promote equality, equal opportunity and good community relations, provide appropriate services, as well as helping to ensure we do not unlawfully discriminate or further disadvantage vulnerable and marginalised groups.

1.2 The Public Sector Equality Duty (PESD) does not prevent the Council from making difficult decisions such as reorganisations and relocations, redundancies, and service reductions, nor does it stop the Council from making decisions which may affect one group more than another group.

The equality duty enables the Council to demonstrate that we are making financial decisions in a fair, transparent and accountable way, considering the needs and the rights of different members of local communities. This is achieved through assessing the impact that our policies, procedures and practices could have on the needs of people with different protected characteristics, as understood in relation to the three parts of the duty (see background and context below).

EINAs enable us to ensure we make decisions based on robust evidence and to consider what mitigating actions we could put in place to prevent further disadvantage to vulnerable and marginalised groups in the budget decision making process. EINAs must also be made publically available in line with PSED commitments to publish information; transparency and accountability.

1.3 Departmental teams undertook initial assessments of developing budget proposals and then were asked to undertake a full equality analysis of all areas identified as of medium or high relevance to equality. The aim was for equality analysis undertaken of the developing budget proposals to inform the budget process at all stages of the budget challenge and decision making stages from September/October 2023 onwards.

Budget proposals were divided into 4 areas for the purpose of the budget equality analysis process:

- Savings/Efficiencies in service areas identified as of medium or high relevance to equality
- Savings/Efficiencies identified as of medium or high relevance to equality with mainly staffing implications; these will be undertaken separately and made available in accordance with data protection guidelines.
- Savings/Efficiencies identified as of medium or high relevance to equality which are part of a proposed redesign and review of services/functions; a full equality analysis will be undertaken in these areas as part of the redesign and review of these service areas. These will be monitored by the EDI team and made publically available.
- Commitments, where a full equality analysis will be undertaken as part of further development and implementation of these areas.
- It is also important to note that a report will be produced after 12 months, which will incorporate findings from on-going monitoring of the Budget proposal EINAs for 2024-25.

This budget equality analysis report will also be subject to review and revision with input from key stakeholders. It will be reported to the council's Overview and Scrutiny Committee as part of the scrutiny of the 2024/2025 budget and further considered by Cabinet and Council Assembly in February alongside the budget report. *The independent Equality and Human Rights Panel (EHRP) who provide critical friend scrutiny on equality issues will also discuss it at their meeting. Feedback will be incorporated into the final report presented to Cabinet and Council Assembly.

**(Equalities and Human Rights – FEHRS – Citizens Advice Southwark: <https://www.citizensadviceSouthwark.org.uk/projects-and-services/fehrrs/>) Please see attached link for further information about the Forum for Equality and Human Rights (FEHRS) and the sub group (EHRP), Equality and Human Rights Panel.*

2. Background and Context

The PSED (the Equality Duty) requires us to find out about and give due consideration to the needs of different protected characteristics in relation to the three parts of the duty:

1. Eliminating discrimination, harassment and victimisation
2. Advancing equality of opportunity, including finding out about and meeting diverse needs of our local communities, addressing disadvantage and barriers to equal access; enabling all voices to be heard in our engagement and consultation undertaken; increasing the participation of underrepresented groups; ensuring that people with disabilities are not disadvantaged in comparison to people without disabilities.
3. Fostering good community relations; promoting good relations; to be a borough where all feel welcome, included, valued, safe and respected.

The PSED and the council's vision of creating a more equal Southwark is now reinforced in the two additional council values that we will:

- Always work to make Southwark more equal and just
- Stand against all forms of discrimination and racism.

2.1 Although not currently covered in law, the Council has also committed to consider socio-economic disadvantage and related inequalities, alongside needs of different protected characteristics, as part of the commitment to implement the Socio-Economic Duty. The most deprived areas of the borough, for example, have the highest percentages of residents from Black, Asian and Multi-Ethnic backgrounds. The Socio-Economic Duty is a strategic duty and is also incorporated into the work of the development of the Borough Plan (e.g. Closing the Gap) and work to address health inequalities and the cost of living crisis.

2.2 The PSED (the Equality Duty) requires public bodies to consider the potential consequences of decisions for meeting the needs of people who share protected characteristics and to take these into account before a decision is finalised. The report also recognises that the duty is a proactive, on-going and positive one that requires us to advance equality of opportunity and foster good relations between people in all that we do.

The protected characteristics covered by the Equality Duty are:

- age;
- disability;
- gender reassignment; (we also include gender identity)
- marriage and civil partnership (but only in respect of eliminating unlawful discrimination);
- pregnancy and maternity;
- race – this includes ethnic or national origins, colour or nationality;
- religion or belief
- sex;
- sexual orientation

The PSED requires equalities considerations to be factored into policy-making and key decisions about budgets, functions and services, as an integral part of business planning and management rather than an add-on or silo activity.

3. Budget Equality Analysis Process and decision making

- 3.1** The PSED (the Equality Duty) requires public bodies to ensure that the process they follow to assess the impact on equality of budget proposals is robust, and the impact that budget proposals could have on people with protected characteristics is thoroughly considered **before** any decisions are arrived at.

Assessments of the impact on equality must be carried out at a **formative stage** so that the assessment is an integral part of the development of a proposed policy, not a later justification of a policy that has already been adopted. Budget proposals which are relevant to equality, such as those likely to impact on equality in the workforce and/or for local communities, should always be subject to a thorough assessment. This includes proposals to outsource or procure any of the functions of the Council. The assessment should form part of the proposal, and it should be considered carefully **before** making the decision.

- 3.2** An adequate and full equality analysis will enable a decision maker to consider fully the proposed proposal and its likely impact on equality for local communities and staff.

It is also important to remember that the potential impact is not just about numbers. Evidence of a serious impact on a small number of individuals is just as important as something that will impact on many people.

The assessment of impact on equality should be informed by up-to-date and reliable information about the different protected groups that the proposal is likely to have an impact on. A lack of information is not a sufficient reason to conclude that there is no impact. Engagement is also crucial to assessing the impact on equality. All those directly impacted by a proposal must be consulted prior to final decision making. Consultation and engagement information is an important source of information for adequate equality analysis together with local and national demographic and research data. Some have described equality analysis as "consultation in action."

3.3 Cumulative equality analysis can be undertaken periodically over for example a 1-3 or 3-5 year time period to analyse impacts over a period of time for protected characteristics. It can also be undertaken in any one given year where budget proposals presented demonstrate cumulative disproportionate or negative impacts for any protected characteristic. It is also undertaken to ensure that the cumulative impact of separate decisions do not disproportionately impact or disadvantage any protected characteristic and intersectional identities of more than one protected characteristic.

3.4 It is not sufficient to state simply that a policy will impact on everyone equally; there should be a more in-depth consideration of available evidence and information to see if particular protected characteristics are more likely to be affected than others. Equal treatment does not always produce equal outcomes; sometimes authorities will have to take particular steps for certain groups to address an existing disadvantage or to meet differing needs.

3.5 Budget proposal decision making stages:

- Initial consideration of proposal area by departments: summer-autumn period; drafting of proposals and options
- Information, data and consultation/engagement data, crucial from early stages to undertake an equality analysis as part of the drafting of proposals
- An equality analysis can be further built upon throughout the budget proposal process
- Budget challenge process: September-December
- Full equality analysis to be undertaken for all areas assessed and agreed with EDI team as medium or high relevance to equality: September-December

- EDI team to provide critical friend scrutiny and support to departments: September-December
- Cabinet Leads and Cabinet: Budget challenge process: September-December; December-January/February: further decision making stages
- Overview and Scrutiny Committee: January: scrutiny role in the budget decision making process
- Equality and Human Rights Panel: January: external critical friend scrutiny role in the council's EINA process for key areas such as budget proposals
- The commitment we will give to EHRP is that they will be given a minimum of 5 working days to review the Budget Equality Analysis report and Budget proposal EINAs in the future.

3.6 Options in the budget equality analysis process:

- The assessment has not identified any potential for discrimination or adverse impact and all opportunities to advance equality, address identified gaps and meet diverse needs have been taken in improvement action planning.
- Adjustments to remove barriers identified by the assessment or to better advance equality and meet diverse needs; promote good community relations have been considered where relevant, identified and actions proposed, including any mitigating actions.
- Continue despite having identified some potential for adverse impacts or missed opportunities to advance equality. In this case, the justification should be included in the assessment and should be in line with the duty to have 'due regard'. For the most important relevant policies, compelling reasons will be needed. You should consider whether there are sufficient plans to reduce the negative impact and/or plans to monitor the actual impact as part of implementation. Considerations will include that on balance the duty to consider due regard has been undertaken together with other business considerations and decisions for example. Expectation is for reasonable and rational decision making and full consideration of mitigating actions where possible.
- The duty to pay due regard to all parts of the PSED as relevant and proportionate is one of adequate and robust consideration of all impacts and needs, as relevant, alongside other Council policy and business considerations, including Borough Plan commitments and EDI commitments for example. A decision maker is required to consider all information and evidence and on balance demonstrate a reasonable and rational decision making process.
- "The decision-maker must give clear consideration to precisely what the equality implications are when balancing the factors to reach a decision, and they must recognise the desirability of achieving the equality objectives (3 parts of the Duty)."

Ultimately, it is for the decision-maker to decide what weight the equality objectives should be given in the light of all relevant factors.

- “If the decision is challenged by judicial review, then provided the court is satisfied that proper and conscientious consideration of the PSED has taken place, the court will not interfere with the decision-maker’s judgment of how much weight should be given to the various factors informing the decision.” (Legal advice from Pinset Masons, 2021)
- However, we are required to **stop and rethink** when an assessment shows actual or potential unlawful discrimination.
- Undertake on-going monitoring for equality impact and review as part of the implementation of decisions and equality action planning and improvements.

4. On-going monitoring for equality impact and implementation of budget proposal decisions.

- The equality duty is an on-going and pro-active duty. It does not end with the production of an EINA. The PSED is a continuing duty, so it cannot be filed away and forgotten after being considered in early decisions on a programme or project. The PSED will need to be revisited and any assessment of the equality implications updated and built upon as necessary if circumstances change, proposals evolve, further feedback or information is received, or there are further stages of decision-making on the programme or project.
- An EINA is an active document and expectation is that it is also further built upon as part of business planning and review, especially when further information, feedback or complaints for example are received. This is particularly important in cases when due to factors such as gaps in information, lack of adequate information or consultation data EINAs have been produced. The expectation is that an EINA is revisited in the context of a complaint, feedback or further information received.
- In the budget proposal decision making process it is important that a full EINA is undertaken or built upon as part of the further development of a proposal and implementation.
- The EDI team will be undertaking on-going monitoring for equality impact of the budget proposal decisions as outlined in 1.1 of this report. This will be in line with the implementation of the Southwark Equality Framework and further strengthening of the EINA process in the Council.
- A further report will be produced for Cabinet Equality Lead after 12 months to understand further development and implementation of proposals and mitigations for protected characteristics, including vulnerable and marginalised groups.
- EHRP (Equality and Human Rights Panel) are also able to ask to see any EINA drafted/produced as part of their external critical friend scrutiny role of the Council’s implementation of the PSED and EDI work.

5. Southwark Equality Framework and Equality Impact and Needs Analysis (EINA)

The EINA process as a whole is integral to the wider Council wide EDI work, including implementation of the PSED and Council commitments to improve services to understand and meet diverse needs of local communities, advance equality of opportunity, and promote equality and good community relations. These are outlined in the Southwark Equality Framework, which was agreed by Cabinet in July 2021.

The Budget proposal decision making process is part of the above and not a stand-alone exercise. The EINA process is integral to business planning and review.

Further work will be undertaken to strengthen the EINA process as part of the implementation and communication of the Southwark Equality Framework and revised EDI Action Plan. This will also include clear linkages to the Borough Plan, Council Delivery Plan and Transformation work, where an EINA process will be built into key Council wide areas and service areas from the start and built upon.

6. Table of summary of EINAs in high and medium impact areas

Dept./Division	Ref	Proposal	Impact	Mitigation measures/comments
Finance	132	Review of corporate contact centre/Exchequer customer services to promote digital first, align performance standards/look at generating economies and consistent approaches to performance management.	Negative	<p>Potential negative impact for Age, Race, and Disability – some residents may be unable to complete online forms and will be signposted to available support.</p> <p>This full EINA will be further built upon to incorporate findings from the consultation and development of the Digital strategy.</p> <p>Council Action Plan (LGA Peer Review) also highlights: “The digital strategy development will be completed by the end of the spring, and</p>

Dept./Division	Ref	Proposal	Impact	Mitigation measures/comments
				will include expert consultation support to ensure consultation is inclusive and includes people with all needs.”
Environment, Neighbourhoods and Growth	302	Review of Noise Nuisance service: implementation postponed until 2025/2026.	Negative	<p>Potential negative impact for Age and for those experiencing socio-economic disadvantage - residents may not have access to SMART devices and internet. Mitigation is to continue with receiving calls/telephone service.</p> <p>Future review will introduce measures to improve access and work with communities to raise awareness.</p> <p>Further data insight by post code and protected characteristics will also be examined.</p> <p>As part of the redesign of the service a full Equality Impact Needs Analysis (EINA) will be carried out.</p>
Finance	149	Merge of Corporate Call centre and Revenues and Benefits Call Centre.	Neutral	No mitigation required. The merging of call centres will have mainly staffing implications (which will be subject to a separate EINA).

Dept./Division	Ref	Proposal	Impact	Mitigation measures/comments
Environment, Neighbourhoods and Growth	316	Remodelling of library service - including introduction of additional services/uses. Will include a reduction in opening hours, informed by usage/demand and may include some self-service and some community management	Negative	<p>Potential negative impact identified for Age, Disability, Race, Pregnancy & Maternity and for those experiencing socio-economic disadvantage.</p> <p>Mitigation put in place includes ensuring that all areas are covered by at least one library that has staffed hours throughout the week to minimise any negative impacts identified.</p> <p>Also ensuring that any sessions for people with disabilities, parents/guardians, toddlers and babies, young or older people, are retained within the new opening times so that there is no loss of provision of activities of this nature.</p>
Environment, Neighbourhoods and Growth	312	Savings associated with running the current Seven Islands Leisure centre, which will close when the new Canada Water leisure centre comes on stream in 2025.	Neutral	No negative impact - no mitigation required.
Environment, Neighbourhoods and Growth	304	Grounds Maintenance contract efficiencies	Neutral	No negative impact - no mitigation required

Dept./Division	Ref	Proposal	Impact	Mitigation measures/comments
Environment, Neighbourhoods and Growth	305	Efficiencies in tree contract and capitalisation of some costs	Neutral	No negative impact - no mitigation required
Environment, Neighbourhoods and Growth	208	Savings from Active Travel (combined savings from implementation of CPZs across the borough and review of Parking Charging Policy)	Possible negative Impact identified after an initial assessment.	EINA to be further built upon as part of the development and implementation of CPZs and review of Parking Charging Policy. On-going monitoring for equality impact.
Environment, Neighbourhoods and Growth	210	Review of PCN charges set by London Councils (Southwark currently issues approx. 190,000).	EINA to be undertaken on completion of the review	This is a London Councils led proposal, the detail of which has yet to be determined. As such, assessment is not possible due to insufficient information being available at this time. Following the receipt of the specific detail of the proposal an appropriate assessment of impact will be undertaken.
Environment, Neighbourhoods and Growth	216	Review of targeted leisure centre programmes, supported by Public Health		A full EINA will be undertaken as part of service review. There will be no immediate impact in 2024/25.

Dept./Division	Ref	Proposal	Impact	Mitigation measures/comments
Environment, Neighbourhoods and Growth	303	Re-organise the Cleaning Service to provide a more efficient management and operational structure, making better use of technology, and enhancing flexible working arrangements for staff.	EINA to be undertaken on completion of the review	A full EINA will be undertaken as part of service re-design.
Environment, Neighbourhoods and Growth	213 & 214	<p>Additional or uplifted charges in parks & leisure centre car parks, and across some other discretionary services – including tennis court hire and youth & adventure play, informed by benchmarking undertaken</p> <p>Additional Income from Increased Fees and Charges in Leisure Services.</p>	Negative	<p>Negative impact identified for Age, Religion and those experiencing socio-economic disadvantage.</p> <p>Mitigation includes: access to free tennis sessions, free junior membership for under 18s for Outdoor activity & Leisure, free pitch space to partner clubs at specific times (after school / school holiday) at Burgess Park Sports Centre to allow free or low cost activity to be run for local children.</p> <p>Funerals & Bereavement a sliding scale of charges that provides a value for money range of affordable services is in place.</p>
Children and Adult's Services	114	Efficiencies in delivery of sexual health service provision.	Positive	The current community contraceptive offer will be reviewed to identify ways to optimise and inform re-commissioning of community contraceptive services to better meet population needs.

Dept./Division	Ref	Proposal	Impact	Mitigation measures/comments
				No negative impact has been identified, however, there is commitment to ensuring regular monitoring of equalities data relevant to services, to deliver equitable access to appropriate services.
Children and Adult's Services	116	A review of various children and young people Public Health outreach contracts (including 0-19 health visitor and school nursing, weight management, sexual health and substance misuse services) has identified efficiencies arising from backroom functions, contracting arrangements and slow referrals	Positive	Although there is no negative impact, a review of how disabled residents access these programmes, through consultations with relevant stakeholders will be undertaken.
Children and Adult's Services	115	Efficiencies in delivery of Healthy Adults health promotion and outreach services.	Positive	Current health promotion and outreach offers will be reviewed to identify a more co-ordinated approach to health promotion and outreach across public health to support vulnerable groups. No negative impact - no mitigation required
Children and Adult's Services	123	Integration of Early Years support into Family Hubs neighbourhood delivery models.	Positive	Positive impact for families by improving access to support, information and advice in Family Hubs. Full EINA to be produced as part of the development of the service.

Dept./Division	Ref	Proposal	Impact	Mitigation measures/comments
<p>Children and Adult's Services</p>	<p>101</p>	<p>Efficiencies through promoting greater independence for clients linked to ongoing recovery post discharge through early and regular reviews and interventions such as bed-based reablement, support from occupational therapists, aids and adaptations as well as greater use of universal services and the transitioning of clients into more independent accommodation.</p> <p>Right sizing packages of care following crisis intervention. 6 week post discharge reviews of care by Hospital Social Work Team resulting in reduced care packages linked to ongoing recovery. Bed based Reablement and the use of Home Care Reablement, supporting residents to increase their independence, reducing the need for high levels of care. Double handed to single handed care, through advice and support from Occupational Therapists. Use of aids and adaptations to reduce care packages. Repatriating where possible those on high cost placements back into the borough and transitioning them into more independent accommodation. Greater use of universal services to reduce and support care arrangements. Referral for health funding where appropriate.</p>	<p>Neutral</p>	<p>No negative impact identified. All assessments will take into account specific and diverse needs in accordance with the Care Act 2014 and our responsibilities under the Equality Act 2010.</p> <p>On-going monitoring for equality impact as part of implementation.</p>

Dept./Division	Ref	Proposal	Impact	Mitigation measures/comments
Children and Adult's Services	102	Efficiencies through the maximisation of extra care, night time provision and step down accommodation.	Positive	<p>No negative impact identified. However there is insufficient data on the socio economic position of adults with care and support - the evidence base will be improved.</p> <p>Going forward, the service will also ensure the diverse needs of the local population and service users are considered and are incorporated in commissioning plans.</p>
Children and Adult's Services	219	<p>Planned use of Better Care Fund (approved by Health and Wellbeing Board) against demand pressures and the increased acuity of hospital discharges.</p> <p>The intention is to review and redesign the use of these funds to further create a more streamlined service to resettle patients upon discharge back into the community safely.</p> <p>Better Care Fund provides a stable contribution to Adult Social Care Hospital Discharge Teams and other related services. Additional BCF has been approved.</p>	Neutral	<p>No negative impact identified.</p> <p>There is insufficient data available for those experiencing socio-economic disadvantage. The service will work to influence data capture in the NHS.</p> <p>Service will also work with NHS to ensure continuation of capture of data on race, ethnicity and religion to help inform understanding of diverse needs in the commissioning process.</p> <p>On- going monitoring for equality impact will also be undertaken as part of overall EDI work in Adult Social Care.</p>

Dept./Division	Ref	Proposal	Impact	Mitigation measures/comments
Children and Adult's Services	105 and 203	105:Telecare transformation 203:Introducing a flat two tier fee for (1) the equipment only and (2) equipment and response service in Telecare	Neutral	No negative impact identified. However there is insufficient data on the socio economic position of adults with care and support - the evidence base will be improved.
Children and Adult's Services	201	Telecare - Income Generation from Health related services and digital health provision	Full EINA will be undertaken as part of the development of this service.	Health is developing a Virtual Wards model of supporting people to be monitored and treated outside of hospital. This offers an opportunity for Telecare services in Southwark to link with Health in the development of virtual wards and healthcare delivery to residents.
Children and Adult's Services	108	Reformed service delivery and development of an enhanced pathway to independence for Care Leavers. Reforming practice for older children in care and care leavers to promote the ability to achieve and safely sustain independent living earlier, including increasing the capacity within our contracted support provision.	EINA to be undertaken on completion of the review	Full EINA to be undertaken as part of the review and development of the service. On-going monitoring for equality impact required.

Dept./Division	Ref	Proposal	Impact	Mitigation measures/comments
Children and Adult's Services	109	<p>Continued reduction of numbers of children in care, and in high cost placements, through ongoing investment in effective services to support children and families.</p> <p>Investment in multiple work streams, strengthening practice and development of effective services, to ensure children in care numbers continue to reduce children, and children in high cost lower quality provision, can be cared for are cared for in less costly better quality provision.</p>	EINA to be undertaken on completion of the review	Full EINA to be undertaken as part of development of service and on-going monitoring for equality impact.
Children and Adult's Services	110	<p>Transformation of Children and Family Centres into Family Hubs, making most efficient and effective use of partnership early help resources and capacity to reduce higher end late intervention for supporting families. This efficiency also takes into account a 21% reduction in the number of 0-4 year olds in recent years.</p> <p>Reviewing Children and Family Centres to reconceived Family Hubs that will involve rationalising the current provision to be more efficient and effective at less cost.</p> <p>Additionally developing the partnership professional system to identify and intervene</p>	EINA to be undertaken on completion of the review	Full EINA to be undertaken as part of the review and development of the service. On-going monitoring required.

Dept./Division	Ref	Proposal	Impact	Mitigation measures/comments
		earlier to prevent high cost demand and maximise opportunities to create efficiencies through integration of services.		
Children and Adult's Services	301	Undertake review of the Southwark Information and Advice Service (SIAS) team.	Full EINA to be undertaken as part of review of the service.	Full EINA to be undertaken as part of the review and development of the service. On-going monitoring required.
Children and Adult's Services	120	Consolidation of council work relating to information advice and guidance, work placements and post-16 provision.	Full EINA to be undertaken as part of review of the service.	Full EINA to be undertaken as part of the review and development of the service. On-going monitoring required.
Children and Adult's Services	122	Prioritise delivery of Education Psychology Team to delivery of statutory duties and support to the most in need pupils	Negative	<p>Potential negative impact identified for Age, Disability and Race.</p> <p>Investment in mainstream school capacity to support children reducing the need for an EHCP.</p> <p>Initially re-focusing capacity onto core statutory duties to support reductions in demand over time, supported by the Safety Valve Transformation</p>

Dept./Division	Ref	Proposal	Impact	Mitigation measures/comments
<p align="center">Children and Adult's Services</p>	<p align="center">Fees & Charges</p>	<p align="center">Adult Community Learning Charges</p>	<p align="center">Negative</p>	<p>Programme, and reintroduce wider preventative and non-statutory support offer in future.</p> <p>The equalities risks level assigned to these proposals will have mitigating actions, which will see these proposals terminated and replaced with alternative proposals if we are unable to reduce overall demand for the service successfully through the wider transformation programme.</p> <p>Potential negative impact identified for some groups: Race/Ethnicity; Disability; socio-economic disadvantage.</p> <p>The cost increases are minimal but we recognise this is still within the context of significant difficulties for our communities in relation to the cost of living. Existing mitigation for those experiencing financial hardship is in place with the means tested concessionary fee remaining significantly below the standard fee, continued access to a number of free courses available universally, and retained discretionary application of fees within the service.</p>

7. Summary of key areas and key findings

7.1 Key findings

Where potential negative, disproportionate or adverse impact has been identified for age, disability, race/ethnicity, socio-economic disadvantage, religion or pregnancy and maternity, mitigation actions have been considered and identified in the summary table presented. Budget proposals have also been further discussed and considered by Cabinet and Cabinet Leads as outlined in 7.2 below.

Key importance to note is also the relationship in some budget proposal areas of socio-economic disadvantage with protected characteristics of race/ethnicity and religion/belief; disability; and age. With further data insight it will also be important to note the relationship with the protected characteristic of sex and socio-economic disadvantage as well, together with other protected characteristics such as race/ethnicity, age and disability in these areas.

As part of the Council's wider EDI work and implementation of the Southwark Equality Framework there will be on-going monitoring for equality impact of the budget proposal service areas and implementation of decisions. This is also part of the business planning and review process and council wide EDI work. It is an on-going and active process.

Cumulative equality impact will need to be kept under review for those experiencing socio-economic disadvantage and protected characteristics using further data insight and periodic reviews (e.g. 1-3 year period). It must be noted however, that mitigating actions have been put in place in all areas where negative impact has been identified and/or will be further looked at as part of implementation of proposals.

Feedback received from EHRP in relation to specific EINAs as well as overall comments such as the need to improve data insight, analysis and use will be taken forward as part of work to strengthen development and implementation of EINAs and budget proposals with departments. It will also be used in the overall work to implement the Southwark Equality Framework and the EINA process as outlined above.

As part of review and improvements to the Budget equality analysis process, we will be undertaking workshops and discussions with departments on the overall EINA process as well as specific sessions on the budget EINA process. The overall aim is to start detailed work with departments at an early stage in the summer. We will also work with the Director of Finance and senior management to see how to better embed the EINA process as outlined above within improvements to the Budget planning process.

Further detailed guidance on the EINA process will also be provided to departments as part of planned workshops and meetings. This will include further guidance on negative, disproportionate and adverse impact, as well as the positive duty to promote equal opportunity and advance equality, understanding and meeting diverse needs and the promotion of good community relations.

7.2 Budget proposal process and EINAs

To inform the budget proposal decision making stages through to Cabinet in February, all Cabinet leads will have been briefed and given feedback on budget proposals and the relevant equality impact and needs analysis (EINAs). Through this process, further work has been undertaken with departments of budget proposals and any associated analysis.

Full EINAs as outlined in the summary table will also be produced as part of outlined future re-design of service areas and will be monitored for on-going equality impact. In addition, key service areas will also be undertaking full EINAs of budget proposal areas as part of wider on-going monitoring for equality impact/EDI action planning, as part of business planning and review.

Feedback from EHRP on individual EINAs will be addressed as part of the on-going monitoring for equality impact of these and the further development of these in the three year Budget strategy.

Full EINAs will also be undertaken as part of the implementation of those budget proposals with mainly staffing implications and will be made available subject to data protection considerations (for example, where numbers are small and staff could be identified, these will not be made publically available, but will be part of wider workforce monitoring reports produced by Human Resources).

7.3 Addressing gaps in information; and wider Council wide data insight work

Data and information, including quantitative and qualitative information, including research both local and national, lived experiences and insight are crucial for an adequate and robust EINA process. Work has begun at a Council wide level to address gaps and build our data insight work. This will further help improve the EINA process and equality action planning work. Further work to implement the Southwark Equality Framework (e.g. equality monitoring systems and analysis; consultation and engagement; equality data mapping etc.) are also key to EINAs and evidenced based equality action planning and practice. Currently as well there is much data insight work being progressed at Ward and Neighbourhoods level, which will be crucial to council wide EDI work.

7.4 Consultation and the EINA process: EINAs as consultation in action

As part of work to implement the Southwark Equality Framework, further work will be undertaken with departments to show the importance of building the EINA process at the start of project plans and action planning for consultations and engagement and project planning as a whole, in all areas which have relevance to EDI.

7.5 Further work with departments as part of the implementation of the Southwark Equality Framework; meetings, discussions and workshops on the EINA process, budget proposal process, business planning, review and equality action planning.

As part of work to implement the Southwark Equality Framework, further work will be action planned to improve the EINA process as a whole, including further detailed guidance for departments and training workshops. Specifically in relation to the Budget proposal decision making processes, further meetings will be undertaken at an early stage with DMTs and SMTs.

OVERVIEW AND SCRUTINY COMMITTEE (OSC) – 24 JANUARY 2024

RECOMMENDATIONS TO CABINET ON POLICY AND RESOURCES STRATEGY

OSC recommendations	Officer response
Budget Setting Process	
<p>OSC endorses the intended review of the budget setting process by the Strategic Director of Finance, and the Cabinet Member for Communities, Democracy and Finance.</p> <p><i>(Recommendation 1)</i></p>	<p>Noted and agreed.</p>
<p>OSC requests that the committee is provided with more information on the policy aspect of the departmental budget lines in the coming year in order to determine whether information on budget lines need to be presented differently or just clarified as appropriate on particular budget lines.</p> <p>Note: this recommendation arose from a discussion on how sexual health provision was described in the budget lines, and how the provision was funded and commissioned compared to how it was described, and the need for clarity around this.</p> <p><i>(Recommendation 3).</i></p>	<p>Noted.</p> <p>These issues will be considered as part of the review of the procedure and format as set out above.</p>
Council Tax Collection	
<p>OSC notes that in respect of Council Tax collection, cabinet consider an appropriate timescale to get back to pre-pandemic collection rates. A suggested target over the next three years – a collection rate target that is around the average of other inner London boroughs.</p>	<p>Noted.</p> <p>The cost of living crisis continues to significantly impact our residents within Southwark. However over time as the impact of the</p>

<p><i>(Recommendation 2)</i></p>	<p>crisis starts to recede we would expect to see council tax collection levels recover in future years. Our council tax collection was average for inner London before the pandemic and while it has fallen during the pandemic and cost of living crisis, it remains average for inner London.</p> <p>The council was at the forefront of improvements to data-sharing for CTAX collection in recent years. The full impacts of those improvements are still to be seen and we are confident that they will support future improvements to our overall CTAX collection. The council will continue to support wider efforts by the sector to secure further improvements in data-sharing - especially with other government agencies.</p> <p>It should be noted that Southwark has characteristics that make council tax collection particularly challenging even compared with some of our inner London neighbours. Leading predictors of lower council tax collection for any council are having relatively few owner-occupied homes, high levels of population transience, and a housing stock that includes a high proportion of social rented homes.</p> <p>According to official statistics (ONS), Southwark has the second lowest proportion of owner-occupiers of all local authority areas in England. Southwark is in the top 1% of local authorities in England by the proportion of its housing stock made up of social rented homes. Finally, in the most recent year for which statistics are available (2019/20), Southwark had one of the most transient populations in the whole of the country, with more than ten percent of its population moving in and a similar proportion moving out, in a single year.</p>
<p>SEND</p>	
<p>That cabinet be recommended to review the impact of the SEND restructure.</p> <p><i>(Recommendation 7)</i></p>	<p>Noted. There is a plan to invest in SEND services to support the SEND Strategy (2024-25) agreed by Cabinet in September 2022. This is not a restructure but planned and targeted development to</p>

	improve provision and response as part of the Safety Valve agreement with DfE.
Climate and Sustainability	
<p>With a particular focus on climate and sustainability related grants, Overview and Scrutiny Committee recommends that it is to receive reports of government grants the council has applied for, successful or otherwise, to ensure that all opportunities are taken full advantage of.</p> <p><i>(Recommendation 5)</i></p>	<p>We agree that OSC should have greater financial information to enable them to effectively scrutinise whether the council is maximising funding opportunities. However, the proposal as drafted will provide a very narrow perspective on the grant and funding situation.</p> <p>We propose, instead, that as part of the annual climate report, the council produce a financial statement to accompany the report which considers grants alongside other funding. We invite OSC to conduct pre-scrutiny as part of the annual climate report process.</p>
Recommendations relating to budget proposals	
Climate Emergency, Clean Air and Street	
<p>Line 142 – Overview and Scrutiny Committee welcomes the commitment from the Cabinet Member for Climate Emergency, Clean Air and Streets, that there will be no reduction in waste and cleaning, but recommends that it receives monitoring reports at regular and appropriate intervals to ensure that cleaning rotas, collection rates, and so on are maintained or improved on.</p> <p><i>(Recommendation 4)</i></p>	<p>The standards are already monitored through the council delivery plan and the existing council performance framework. The waste contract is delivered on a tonnage basis and collection rates don't affect the end cost, thus there is no incentive to reduce such.</p>
<p>Line 220 – Overview and Scrutiny Committee notes with concern that despite improvements, too many commercial properties owned by the council remain vacant, and urgent work should be done to ensure that all potential income streams are realised. (recommendation 6)</p>	<p>The council currently has, as part of its retained investment portfolio, eight commercial properties available to let across its commercial estate. Void rates have remained low and properties may seem void or empty when in fact there is a lease in place and a tenant is paying rent.</p>

	A small number of commercial properties are being proposed as disposals or are subject to development /refurbishment prior to marketing as they are not in a lettable condition.
Adults and Childrens	
<p>Line 124 [Savings through senior management reductions] – That following the reorganisation of the Education Department within Children’s Services; together with the removal of the position of Director of Education, urgent dialogue is required with schools and associated bodies as to the new structure of Education services within Children’s Services bearing in mind the Director of Education left post at short notice in July 2023.</p> <p><i>(Recommendation 8)</i></p>	<p>The Director of Children’s Services (DCS) has carried out significant engagement with schools at all levels since September including visiting schools, engagement at schools forum, meetings with Head Teachers, some Multi Academy Trusts and most recently with a large group of governors as well as other platforms. There is a planned engagement process with the leader, lead member, head teachers and DCS.</p> <p><i>(Note the Director of Education left in August)</i></p>
<p>Line 102 – Efficiencies through maximisation of extra care, night time provision and step down accommodation. Overview and Scrutiny committee recommends that cabinet look at mitigating actions (if necessary).</p> <p><i>(Recommendation 11)</i></p>	<p>We will continue to maximise use of existing provision whilst new schemes become available. The review of Night Owls provision will form part of current re-procurement of Flexicare and Home Care contracts.</p>
<p>Line 219 – Better Care Fund Hospital Discharge Teams</p> <p>Overview and Scrutiny committee recommends that cabinet look at mitigating actions (if necessary)</p> <p><i>(Recommendation 11)</i></p>	<p>This is an increase in established funding used to maintain services which support health. The EINA assessment showed a neutral impact.</p>
<p>Line 122 – Delivery of Education Psychology Team</p> <p>Overview and Scrutiny committee recommends that cabinet look at mitigating actions (if necessary)</p> <p><i>(Recommendation 11)</i></p>	<p>This saving is proposed to be implemented from 2025-26 dependent on reduction in demand for EHCP. Therefore, officers will continue to review potential impacts and mitigate as appropriate.</p>

<p>Line 301 – Review of the Southwark Information and Advice Services Team</p> <p>Overview and Scrutiny committee recommends that cabinet look at mitigating actions (if necessary)</p> <p><i>(Recommendation 11)</i></p>	<p>This saving is proposed to be implemented from 2025-26 following a full review. This is informed by the Council investing in increasing capacity within our SEND services to offer direct support to parents and carers of children with SEND, as well as significant capacity into upskilling education professionals across Southwark to better meet the needs of children.</p> <p>Over time we are confident that the increase in mainstream and system wide support capacity will reduce demand on the centralised SIAS team, as the offer of high-quality advice and guidance to parents will be embedded across the local system throughout the borough and within the day to day case work of the wider SEND service. A full and updated EINA will be completed prior to implementing any changes in 2025-26.</p>
<p>Line 109 – Reduction of numbers of children in care</p> <p>Overview and Scrutiny committee recommends that cabinet look at mitigating actions (if necessary)</p> <p><i>(Recommendation 11)</i></p>	<p>This proposal is about continuing to invest in our preventative services to safely reduce the number of children coming into care, to at a minimum be more in line with similar boroughs. This builds on the existing success in reducing numbers in care over recent years which has realised significant savings.</p> <p>This proposal also includes the creation of more local homes for children in care run by the local authority meaning less children need to be placed in expensive private sector run homes.</p> <p>This area does have internal and external assurance processes. Positive external assurance processes have been undertaken by Ofsted in September 2022 and December 2023. The Corporate Parenting Annual Report 2022/23 was received by Cabinet in January 2024.</p>
<p>Environment, Neighbourhoods and Growth</p>	
	<p>It is suggested that the Library, Leisure, Open Space and Culture strategies, which are being developed together over the next year,</p>

<p>Line 316 [Remodelling of library service] – That the future review of library services in light of remodelling, be submitted to the overview and scrutiny committee.</p> <p><i>(Recommendation 9)</i></p>	<p>would be good candidates for pre-scrutiny, should the committee be minded to include this on their work plan.</p>
<p>Lines 213 and 214 – Additional income from increased fees and charges in Leisure Services</p> <p>Overview and Scrutiny committee recommends that cabinet look at mitigating actions (if necessary)</p> <p><i>(Recommendation 11)</i></p>	<p>Leisure fees (across leisure, libraries, culture and open spaces services) will be monitored in line with demand, benchmarking and wider market conditions.</p> <p>In relation to leisure centre fees & charges, these have been frozen since October 2022 and the 2024-25 uplifts are, in most cases, rising in line with inflation. In addition, the council has made significant investment in this service and the additional income will help fund some of the cost increases from pay harmonisation, as well as the capital investments required to bring the newly insourced service to current industry standards.</p>
<p>Exchequer Services</p>	
<p>Line 150 [Council Tax Reduction Scheme] – Overview and Scrutiny Committee welcomes the existing Council Tax Reduction scheme, as well as the recognition that council tax, despite these measures, essentially remains regressive.</p> <p>Overview and Scrutiny Committee recommends that Southwark investigate the feasibility of further expanding the council tax reduction rates and eligibility.</p> <p><i>(Recommendation 10)</i></p>	<p>Noted and agreed.</p> <p>The council is under a statutory duty to consider whether it should make any substantial changes to its working-age CTR scheme once every year. The council will discharge that duty once again this year and the outcome from that review will appear in the <i>Council Tax Base Report</i> published later in the year. Should the review lead the council to recommend changes to its CTR scheme, those changes and alternative options must be the subject of a public consultation. If a public consultation is necessary, we expect that it will take place in the summer and early autumn. Any changes to the scheme that may be decided upon cannot be implemented until April 2025 and the start of the new tax year.</p>
<p>Line 132 – Review of corporate contact centre- Overview and Scrutiny committee recommends that cabinet look at mitigating actions (if necessary</p>	<p>The proposed savings are not due to take effect until April. We will revisit and refresh the EINA on contact centre savings addressing the specific concerns raised by the Equalities and Human Rights</p>

(Recommendation 11)

Panel and liaising directly with the panel membership via its Chair. We will also clarify the operational rationale for changes and expect that a refreshed EINA should demonstrate that the customer experience will not be impaired even after equalities considerations are properly taken into account

Appendix J - General fund capital programme

Capital Programme 2023/24 - 2033/34	2023/24				2024/25			Total Programme 2023/24-2033/34		
Description of Programme / Project	Revised Budget	Spend to Date	Forecast	Variance	Revised Budget	Forecast	Variance	Revised Budget	Forecast	Variance
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Environment, Neighbourhoods and Growth										
CIL 2021- CGS	48	35	48	0	77	77	0	125	125	0
Cleaner Greener Safer	1,915	1,064	1,900	(15)	2,333	2,363	30	15,053	15,053	0
Cycle Superhighway 4 Project	50	5	50	0	2,854	2,854	0	2,904	2,904	0
Southwark School Streets	650	(34)	650	0	833	833	0	1,794	1,794	0
CIL 2021- Highways	860	294	456	(404)	164	569	404	1,024	1,024	0
LIP Programme	4,042	2,110	3,707	(335)	0	335	335	4,042	4,042	0
Other PR Projects	992	980	858	(134)	2,509	2,624	115	3,790	3,790	0
StreetCare	6,484	3,075	6,184	(300)	8,307	8,711	404	38,526	38,526	0
Air Quality	1,045	39	710	(335)	521	856	335	1,566	1,566	0
Air Quality Action Plan & Climate Emergency Delivery Projects	1,016	11	266	(750)	0	750	750	1,016	1,016	0
CCTV	250	0	250	0	1,500	1,500	0	3,000	3,000	0
Regulatory Services	56	0	56	0	0	0	0	56	56	0
Carbon Reduction Investment	1,331	0	0	(1,331)	0	1,331	1,331	1,331	1,331	0
Climate Emergency	5,052	192	3,655	(1,397)	2,526	4,023	1,497	23,105	23,105	0
Street Lighting	835	0	835	0	1,589	1,589	0	4,713	4,713	0
Street Market	0	0	0	0	100	100	0	100	100	0
Youth Services	805	4	150	(655)	0	655	655	805	805	0
Culture	210	251	302	92	113	130	18	896	896	0
Cemetery Burial Strategy	29	0	29	0	2	2	0	137	137	0
Drinking Water Fountains throughout Southwark	0	0	0	0	20	20	0	200	200	0
Tree Planting	1,025	186	875	(150)	1,168	1,068	(100)	2,585	2,585	0
CIL 2021- Parks	200	0	200	0	951	951	0	1,151	1,151	0
Parks	6,073	3,383	6,063	(10)	10,565	10,217	(348)	25,778	25,778	0
South Dock Marina	2,104	100	175	(1,929)	6,282	7,150	868	8,717	8,717	0
Leisure	1,522	397	1,472	(50)	8,103	8,153	50	14,625	14,625	0
Planning	2,077	266	1,140	(937)	0	937	937	2,077	2,077	0
Walworth Town Hall	1,091	0	1,091	0	0	0	0	1,091	1,091	0
Canada Water Leisure Centre	12,896	2,793	11,000	(1,896)	150	2,046	1,896	13,046	13,046	0
Blue Market Regeneration Programme	2	10	2	0	0	0	0	2	2	0
Revitalising the Blue	1,600	0	0	(1,600)	822	2,422	1,600	2,422	2,422	0
Riverside Walk	20	0	0	(20)	1,439	1,459	20	1,459	1,459	0
Regeneration North	3,760	138	1,709	(2,052)	3,159	4,670	1,511	6,921	6,921	0
Revitalising Camberwell	150	0	0	(150)	178	328	150	328	328	0
Peckham Rye Station Redevelopment	4,769	(717)	1,383	(3,386)	7,596	10,982	3,386	12,515	12,515	0
The Old Vic	2,736	0	0	(2,736)	1,000	3,736	2,736	3,736	3,736	0
Aylesbury - Plot 18	2,939	(79)	2,939	0	0	0	0	2,939	2,939	0
Regeneration South	5,221	232	1,430	(3,791)	1,767	5,558	3,791	6,988	6,988	0
21-23 Parkhouse Street	3,380	0	0	(3,380)	0	3,380	3,380	3,380	3,380	0
Peckham Library Square	3,165	304	600	(2,565)	4,000	6,565	2,565	7,165	7,165	0
Regeneration Capital	5,150	306	1,023	(4,127)	813	2,203	1,390	5,963	5,963	0

Appendix J - General fund capital programme

Capital Programme 2023/24 - 2033/34	2023/24				2024/25			Total Programme 2023/24-2033/34		
Description of Programme / Project	Revised Budget	Spend to Date	Forecast	Variance	Revised Budget	Forecast	Variance	Revised Budget	Forecast	Variance
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Strategic Acquisitions	100	0	100	0	198	198	0	298	298	0
Property Services	2,208	233	2,208	0	5,200	5,200	0	12,208	12,208	0
Elephant & Castle Regeneration	8,550	3,750	8,550	0	4,800	4,800	0	19,366	19,366	0
Environment, Neighbourhoods and Growth	96,409	19,328	62,066	(34,343)	81,637	111,345	29,708	258,945	258,945	0
Children's and Adults' Services										
Telecare Expansion	0	0	0	0	0	0	0	0.000	0	0
Lifecycle Capital Prog- Anchor Homes	1,963	486	1,963	0	1,309	1,309	0	6,571.387	6,571	0
Lifecycle Capital Prog- ASC properties	661	161	661	0	3,031	3,031	0	5,437.900	5,438	0
Mosaic Management Information Development	500	64	500	0	286	286	0	785.677	786	0
Bed Based Care	1,000	72	300	(700)	3,000	3,700	700	16,000.000	16,000	0
Changing Places Toilet Programme	120	4	120	0	15	15	0	165.000	165	0
MH Supported Housing Insourc. Transition	22	4	22	0	0	0	0	21.586	22	0
Primary Schools Refurbishment Programme Retention	95	0	95	0	0	0	0	95	95	0
Primary Schools Refurbishment Programme 2020/21	395	8	395	0	0	0	0	395	395	0
Primary Schools Refurbishment Programme 2021/22	392	29	392	0	0	0	0	392	392	0
Primary Schools Refurbishment Programme 2022/23	2,017	687	2,017	0	0	0	0	2,017	2,017	0
Primary Schools Refurbishment Programme	0	0	0	0	2,505	2,505	0	5,009	5,009	0
Primary Schools Refurbishment Programme 2023/24	3,093	957	3,093	0	107	107	0	3,200	3,200	0
Autism Spectrum	0	0	0	0	900	900	0	900	900	0
Beormund Primary School Redevelopment	5,996	193	5,996	0	8,830	8,830	0	15,193	15,193	0
Ilderton Primary - Air Quality Improvements	1	0	1	0	0	0	0	1	1	(0)
Healthy Pupils Programme	59	59	59	0	0	0	0	59	59	0
Permanent Expansion	8,602	1,375	8,602	0	6,228	6,228	0	15,526	15,526	0
Riverside Primary School	3,933	167	3,933	0	2,616	2,616	0	6,730	6,730	0
School Retention	0	0	0	0	666	666	0	666	666	0
Rotherhithe Primary School Expansion	1,559	396	1,559	0	0	0	0	1,559	1,559	0
St Josephs CIL	0	0	0	0	0	0	0	0	0	0
SEND and Disabilities Development	1,630	481	1,669	39	8,482	8,482	0	15,811	15,811	(0)
Southwark Inclusive Learning Service KS4	0	0	0	0	3,200	3,200	0	3,200	3,200	0
Childrens Homes	1,813	730	1,813	0	2,145	2,145	0	3,988	3,988	0
Classrooms	0	0	0	0	0	0	0	0	0	0
Children's and Adults' Services Total	33,850	5,872	33,189	(661)	43,319	44,019	700	103,722	103,721	(0)
Southwark Schools for the Future										
KS3 SILS	327	0	327	0	0	0	0	327	327	0
Contingency and retention payments	1,902	0	0	(1,902)	0	1,902	1,902	1,902	1,902	0

Appendix J - General fund capital programme

Capital Programme 2023/24 - 2033/34	2023/24				2024/25			Total Programme 2023/24-2033/34		
Description of Programme / Project	Revised Budget	Spend to Date	Forecast	Variance	Revised Budget	Forecast	Variance	Revised Budget	Forecast	Variance
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Southwark Schools for the Future Total	2,229	0	327	(1,902)	0	1,902	1,902	2,229	2,229	0
Housing										
Gypsy and Travellers Site Fire Safety Reconfiguration	266	0	266	0	202	202	0	468	468	0
Housing Renewal	2,093	965	2,142	48	3,042	3,042	0	28,103	28,103	0
Housing Total	2,360	965	2,408	48	3,244	3,244	0	28,571	28,571	0
Finance										
IT Investment Schemes	5,739	0	5,200	(539)	0	539	539	5,739	5,739	(0)
IT Investment Schemes(Laptop Refresh)	500	0	500	0	2,000	2,000	0	18,500	18,500	0
IT Investment Schemes(Digital Strategy)	0	0	0	0	2,000	2,000	0	18,000	18,000	0
Smart Working Programme	723	0	360	(363)	0	363	363	723	723	0
Public Switched Telephone Network (PSTN) Digitalisation	1,075	0	836	(239)	2,171	2,171	0	4,590	3,590	(1,000)
Finance Total	8,038	0	6,896	(1,142)	6,171	7,074	903	47,553	46,553	(1,000)
Governance & Assurance										
PPM & Compliance Programme (CRP)	832	0	350	(482)	832	400	(432)	17,315	17,315	0
Operational Buildings Life Cycle Investment	4,951	0	4,877	(74)	4,951	5,025	74	46,512	46,512	0
Governance & Assurance Total	5,783	0	5,227	(556)	5,783	5,425	(358)	63,828	63,828	0
Capital Programme 2023/24-2033/34	Total General Fund Programme									
	2023/24				2024/25			Total Programme 2023/24-2033/34		
	Revised Budget	Spend to date	Forecast	Variance	Revised Budget	Forecast	Variance	Revised Budget	Forecast	Variance
	£'000		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Total Expenditure	148,668	26,164	110,113	(38,555)	140,153	173,008	32,855	504,848	503,848	(1,000)
Total Resources	46,791	0	43,434	(3,357)	30,530	35,090	4,560	119,351	119,523	172
Forecast variation (under)/over	101,877	26,164	66,679	(35,198)	109,623	137,918	28,295	385,497	384,325	(1,172)
Cumulative position					211,500	204,597	(6,903)	385,497	384,325	(1,172)

Appendix K Housing Investment Programme

Programme	Programme Area		Forecast		2023/24-3032/33
			2023/24 Forecast	2024/25 Forecast	Total Forecast
Asset Management	Investment	Major works	50,520,018	32,780,959	341,375,149
		District Heating	423,696	2,730,261	6,835,314
		Fire/Building Safety	338,910	-	13,630,158
		Security	57,356	100,000	157,356
			51,339,980	35,611,220	361,997,978
	Engineering	Asbestos	1,600,000	1,600,000	16,000,000
		Boiler replacements	3,500,000	2,000,000	35,500,000
		District Heating	7,795,470	3,650,000	29,745,470
		Electrical	8,800,000	12,020,000	85,980,401
		FRA Tasks	800,000	-	800,000
		Lifts	1,400,000	1,400,000	15,600,000
		Ventilation	500,000	350,000	3,700,000
		Water tanks	900,000	750,000	5,900,000
		Data systems improvements	-	600,000	2,200,000
		Security	-	-	4,000,000
			25,295,470	22,370,000	199,425,871
	Repairs	Adaptations	1,600,000	1,600,000	16,000,000
		Communal	2,800,000	2,800,000	33,250,000
		Emergency structural	-	-	-
		FRA Tasks	8,256,000	16,002,000	38,206,000
		Health & Safety	4,138,231	-	10,138,231
		Major voids	-	460,000	534,000
		Roofing	2,250,000	2,250,000	22,500,000
		Voids	2,000,000	2,000,000	20,000,000
			21,044,231	25,112,000	140,628,231
	Building Safety	Fire/Building Safety	3,724,789	21,242,500	44,967,289
		Stock Condition Survey	-	-	13,766,800
			3,724,789	21,242,500	58,734,089
	Total Asset Management		101,404,470	104,335,720	760,786,169
	Financing				
	Major Repairs Reserve & Revenue Contributions		60,000,000	60,000,000	572,272,365
	Non RTB receipts		-	-	-
	RTB receipts		-	-	-
	Grants & external contributions		-	-	-
	S106 receipts		61,496	-	61,496
	Borrowing		41,342,974	44,335,720	188,452,308
	Total financing		101,404,470	104,335,720	760,786,169
New Build & Acquisitions	Acquisitions	Acquired	2,953,572	1,195,452	4,149,024
		On site	4,602,191	1,688,244	6,290,435
	Total Acquisitions		7,555,763	2,883,696	10,439,459
	New Build	Delivered	7,640,167	-	7,640,167
		Delivered and in defects	7,909,534	3,919,656	12,295,374
		On site - under construction	213,820,770	111,795,754	633,674,467
		Pre-construction	13,994,914	38,257,503	308,649,760
		Uncommitted	1,076,404	234,575	1,310,979
	Total New Build		244,441,789	154,207,488	963,570,747
	Total New Build & Acquisitions		251,997,552	157,091,184	974,010,206
	Financing				
	Major Repairs Reserve & Revenue Contributions				-
	Non RTB receipts		28,675,114	15,990,980	55,632,094
	RTB receipts		1,443,081	1,912,825	10,476,929
	Grants & external contributions		16,629,639	8,565,845	113,538,436
	S106 receipts		26,290,815	10,467,135	110,604,529
	Borrowing		178,958,903	120,154,399	683,758,219
	Total financing		251,997,552	157,091,184	974,010,206
Other Programmes	Home Purchase Scheme		811,462	596,077	1,540,001
	Regeneration		136,252	28,776	165,028
	T&RA Halls		822,949	822,949	1,645,897
	Marie Curie Acquisitions		2,321,138	-	2,321,138
	Leathermarket JMB consolidation		2,445,090	-	2,445,090
	Total Other		6,536,891	1,447,802	8,117,154
	Financing				
	Major Repairs Reserve & Revenue Contributions		-	-	-
	Non RTB receipts		2,794,870	1,220,000	4,014,870
	RTB receipts		928,455	-	928,455
	Grants & external contributions		2,445,090	-	2,445,090
	S106 receipts		-	-	-
	Borrowing		368,476	227,802	728,739
	Total financing		6,536,891	1,447,802	8,117,154
Total Housing Investment Programme			359,938,912	262,874,706	1,742,913,529
Financing	Major Repairs Reserve & Revenue Contributions		60,000,000	60,000,000	572,272,365
	Non RTB receipts		31,469,984	17,210,980	59,646,964
	RTB receipts		2,371,536	1,912,825	11,405,384
	Grants & external contributions		19,074,729	8,565,845	115,983,526
	S106 receipts		26,352,311	10,467,135	110,666,025
	Borrowing		220,670,352	164,717,920	872,939,266
	Total financing		359,938,912	262,874,706	1,742,913,529

Item No. 13.	Classification: Open	Date: 6 February 2024	Meeting Name: Cabinet
Report title:		Freehold acquisition of an operational property asset for key service provision and subsequent leasing arrangements	
Ward(s) or groups affected:		All	
Cabinet Member:		Councillor Stephanie Cryan, Communities, Democracy and Finance	

FOREWORD - COUNCILLOR STEPHANIE CRYAN, CABINET MEMBER FOR COMMUNITIES, DEMOCRACY AND FINANCE

Providing good quality care for our residents in nursing homes is a priority for the Council and we are the main funder for people residing in a building providing a care service to Southwark residents.

The owner of the building has confirmed they wish to sell this building, which would put some of our most vulnerable residents at risk.

Agreement has been reached with the owner for the council to purchase the freehold of the building with an interim leaseback arrangement whilst we secure a new service provider.

The details of the arrangements are contained in the closed report which will be considered at this cabinet meeting.

RECOMMENDATIONS

1. That Cabinet note the circumstances leading to the proposed acquisition of the freehold asset and actions and due diligence being undertaken by officers and their professional advisers.
2. Approve the acquisition of the freehold interest as detailed in the closed report including noting the agreed heads of terms, price and acquisition costs supported by the Valuation and Building Survey Statements.
3. Delegate to the Director of Planning and Growth, advised by and in consultation with the Strategic Director of Finance authority to:
 - A. Complete the purchase of the freehold interest and subsequent lease arrangements

- B. Agree detailed transaction terms
- C. Agree the financing structure to be adopted to fund the acquisition of the asset.

BACKGROUND INFORMATION

- 4. The owner of the building, a key service provider to the council confirmed its intention to dispose of the building in the market following a soft marketing exercise, which generated substantial unconditional offers.
- 5. Following appropriate due diligence and consideration officers believe that the purchase of the building not only secures the required accommodation within borough at an appropriate price, reflecting that the council is a special purchaser, but also removes the risk to existing service provision and the negative impact on council residents.
- 6. In agreeing the purchase the existing owner removes risk of transacting in the market but also agrees to continue service provision on an interim basis whilst a new provider is secured.

KEY ISSUES FOR CONSIDERATION

- 7. The purchase of the building from existing identified funds secures accommodation for a statutory service provision requirement in borough.
- 8. In acquiring the property, service continuity is maintained with minimum disruption to residents.
- 9. Additionally in owning the asset a revenue saving is generated by the service in that the rental element cost charged by a service provider falls away being a council owned asset.

Financial due diligence and the council's bid

- 10. The financial arrangements of the transaction are set out in the closed paper and confirm that the proposed arrangements are in line with market conditions and reflect the council's fiduciary duty.
- 11. Based on advice, officers have agreed a purchase price as set out in the closed paper. This reflects market value, the council's position as a special purchaser and the balance of risk attributable to the owner's aspirations given the offers received during their soft market testing.
- 12. The purchase price also avoids the vendor taking the asset to the open market and putting at risk the opportunity to make the acquisition and the very significant negative impact on service provision.
- 13. The deal is subject to contract and without obligation. The bid figure is exclusive. The transaction will be taxed (SDLT) and professional fees will

also be incurred. The building is not elected for VAT (and therefore not a Transfer of a Going Concern).

14. The purchase is supported by valuations undertaken by Montague Evans in accordance with the requirements of the Royal Institution of Chartered Surveyors Valuation Professional Standards (“the Red Book”).
15. Due diligence work including legal and additional survey reports have been commissioned.

Community impact statement

16. In formulating the recommendations of this report the potential impact on the community has been taken into account, including people identified as having protected characteristics. No specific equality implications have been identified in relation to this report.
17. The council must, in the exercise of its functions, have due regard to the need to eliminate discrimination, harassment and victimisation, and to advance equality of opportunity, and foster good relations, between those who share a relevant protected characteristic and those who do not share it (section 149 Equality Act 2010).
18. The council has a duty to have due regard to the need to remove or minimise disadvantages, take steps to meet needs, in particular steps to take account of disabled persons' disabilities, and encourage people to participate in public life. The council must have due regard to the need to tackle prejudice and promote understanding.
19. An Equalities Impact Assessment is not required in relation to this report, because this matter relates to a commercial investment transaction in respect of property held for income generation. There are no Human Resources or equality implications in respect of this proposal.
20. There are no particular environmental or net zero implications associated with the land transfer arrangements. The existing use will continue without significant change.

Policy implications

21. The purchase of the building secures an asset within the council’s portfolio to provide accommodation for a statutory service provision.
22. In owning the property the council removes risk and ensures the ability to provide in borough accommodation to support that need.

Financial Implications

23. The financial implications are set out in the closed report. In purchasing the asset from identified funds, savings can be achieved from service provision

costs by removing a rental element charge from the service contract create generating significant revenue savings over the long term.

Consultation

24. In view of confidentiality requirements and commercial sensitivity in relation to this as yet uncompleted transaction, external consultation has not been undertaken.
25. Internal consultation has taken place with all relevant departments, including the provision of advice from Director of Law and Democracy and Strategic Director of Finance and Governance.

SUPPLEMENTARY ADVICE FROM OTHER OFFICERS

Assistant Chief Executive, Governance and Assurance

26. The council has the power under s120 of the Local Government Act 1972 to enter into the proposed arrangements for the purposes of any of its functions, or the benefit, improvement or development of its area.
27. The proposed arrangement would satisfy these conditions. The exempt Appendix 1 confirms that the arrangements reflect the requirements of the service and in agreeing the terms of the arrangements the council has acted in accordance with its fiduciary duty.

Strategic Director of Finance (65EN202324)

28. This is a strategic investment for the council which will secure an important building for a key service provision for residents in the borough.
29. The asset will be held in the General Fund and the purchase is funded by existing monies allocated to the services budget.
30. The financial implications are set out in the closed report and demonstrate a clear and immediate revenue benefit for the council.
31. This acquisition will allow the council to efficiently utilise existing resources and available external borrowing options to secure an asset with significant and required long term service provision whilst also generating ongoing revenue savings.

REASONS FOR URGENCY

32. The opportunity to purchase the property arose in late 2023 with negotiations continuing to the Christmas break. The primary heads of terms including purchase price, transaction structure and other terms were not agreed until 22nd December 2023.

33. A condition of the transaction is that the council makes a formal decision on the 6th February 2024 and transacts shortly thereafter

REASONS FOR LATENESS

34. The structure of the transaction is complex involving a purchase, lease and contractual service provision arrangements. Significant due diligence has been undertaken and is ongoing requiring last minute adjustments to the report to accurately reflect the position to Cabinet.

BACKGROUND DOCUMENTS

Background Papers	Held At	Contact
None	-	-

APPENDICES

No.	Title
None	

AUDIT TRAIL

Cabinet Member	Councilor Stephanie Cryan, Communities Democracy and Finance	
Lead Officer	Clive Palfreyman, Strategic Director of Finance	
Report Author	Mark Grant, Head of Property	
Version	Final	
Dated	25 January 2024	
Key Decision?	Yes	
CONSULTATION WITH OTHER OFFICERS / DIRECTORATES / CABINET MEMBER		
Officer Title	Comments Sought	Comments Included
Assistant Chief Executive, Governance and Assurance	Yes	Yes
Strategic Director of Finance	Yes	Yes
Cabinet Member	Yes	Yes
Date final report sent to Constitutional Team/ Team	2 February 2024	

This page is intentionally blank.

CABINET AGENDA DISTRIBUTION LIST (OPEN)**MUNICIPAL YEAR 2023-24**

NOTE: Original held by Constitutional Team; all amendments/queries to
Paula.thornton@southwark.gov.uk

Name	No of copies	Name	No of copies
Members (paper copies)		CMT	
Kieron Williams	1	Althea Loderick	1
Jasmine Ali	1	Clive Palfreyman	1
		David Quirke-Thornton	1
		Toni Ainge	1
Members - <u>ELECTRONIC VERSIONS (NO HARD COPY)</u>		Doreen Forrester-Brown	1
Evelyn Akoto		Stephen Gaskell	1
Stephanie Cryan		Officers	
Helen Dennis		Ian Young	1
James McAsh		Sarah Feasey	1
Darren Merrill		Others	
Natasha Ennin		Paula Thornton, Constitutional Officer	6
Catherine Rose			
Martin Seaton			
Ian Wingfield			
Irina Von Wiese			
Suzanne Abachor			
Victor Chamberlain			
Ellie Cumbo			
Jon Hartley			
Laura Johnson			
Sunny Lambe			
Margy Newens			
Bethan Roberts			
Chloe Tomlinson			
		Total: 19	
		Dated: 22 January 2024	