



Dorset Council

Date: Tuesday, 13 February 2024
Time: 6.30 pm
Venue: Council Chamber, County Hall, Dorchester, DT1 1XJ

All members of Dorset Council are requested to attend this meeting of the Full Council.

Chief Executive: Matt Prosser, County Hall, Colliton Park, Dorchester, Dorset DT1 1XJ

For more information about this agenda please contact Democratic Services
Meeting Contact susan.dallison@dorsetcouncil.gov.uk

Members of the public are welcome to attend this meeting, apart from any items listed in the exempt part of this agenda.

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Agenda

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1. APOLOGIES

To receive any apologies for absence.

2. MINUTES

5 - 20

To confirm the minutes of the meeting held on 14 December 2023.

3. DECLARATIONS OF INTEREST

To disclose any pecuniary, other registrable or non-registrable interests as set out in the adopted Code of Conduct. In making their decision councillors are asked to state the agenda item, the nature of the interest and any action they propose to take as part of their declaration.

If required, further advice should be sought from the Monitoring Officer in advance of the meeting.

4. CHAIRMAN'S ANNOUNCEMENTS

To receive any announcements from the Chairman of Council.

5. PUBLIC PARTICIPATION

A period of 30 minutes is allocated to receive and respond to questions and statements on the business of the Council in the following order:

- (a) Questions and statements from Town and Parish Councils;
- (b) Questions and statements from those living or working in the Dorset Council area;

A person or organisation can submit either 1 question or 1 statement at each meeting.

You are welcome to attend the meeting in person or via MS Teams to read out your question and to receive the response. If you submit a statement for the committee this will be circulated to all members of the council in advance of the meeting as a supplement to the agenda and appended to the minutes of the meeting for the formal record but it will not be read out at the meeting. The first 8 questions and the first 8 statements received by Democratic Services will be accepted on a first come first served basis in accordance with the deadline below:

The full text of the question or statement must be received by 8.30am on Thursday 8th February 2024. All submissions must be emailed to susan.dallison@dorsetcouncil.gov.uk

When submitting your question or statement please note that:

Sub-divided questions will not be accepted;

Each question can consist of up to 450 words, including a pre-amble to set the context of the question;

When submitting a question please indicate who the question is for, i.e., the name of the Portfolio Holder;

You will need to include your full name, address and contact details;

All questions and statements will be published in full with the minutes of the meeting as a matter of public record.

6. PUBLIC PARTICIPATION - PETITIONS AND DEPUTATIONS

A period of 15 minutes is allocated to receive and respond to petitions in accordance with the council's petitions scheme.

A period of 15 minutes is allocated to receive and respond to deputations in accordance with the council's constitution.

The petitions scheme and procedures relating to deputations can be viewed at:

[Council Procedure Rules](#)

- 7. ANNOUNCEMENTS AND REPORTS FROM THE LEADER OF COUNCIL AND CABINET MEMBERS**
- To receive any announcements and reports from the Leader of Council and members of the Cabinet.
- 8. QUESTIONS FROM COUNCILLORS**
- To receive questions submitted by councillors. The deadline for receipt of questions is 8.30am on Thursday 8th February 2024.
- 9. BUDGET STRATEGY AND MEDIUM TERM FINANCIAL PLAN** 21 - 208
- To consider the Budget recommendations from Cabinet.
- Appendix 2 will be published as a supplement to this agenda as soon as it becomes available.
- 10. PAY POLICY STATEMENT 2024-25** 209 - 226
- To consider a report by N Adam, HR Service Manager.
- 11. NOTICE OF MOTION** 227 - 228
- To consider a Notice of Motion proposed by Cllr N Ireland.
- 12. COUNCIL TAX PREMIUMS ON SECOND HOMES AND EMPTY PROPERTIES** 229 - 246
- To receive a report from K Hale, Head of Revenue and Benefits.
- 13. URGENT ITEMS**
- To consider any items of business which the Chairman has had prior notification and considers to be urgent pursuant to section 100B (4) b) of the Local Government Act 1972. The reason for the urgency shall be recorded in the minutes.
- 14. EXEMPT BUSINESS**
- To move the exclusion of the press and the public for the following item in view of the likely disclosure of exempt information within the meaning of paragraph 3 of schedule 12 A to the Local Government Act 1972 (as amended).
- The public and the press will be asked to leave the meeting whilst the item of business is considered.



DORSET COUNCIL

MINUTES OF MEETING HELD ON THURSDAY 14 DECEMBER 2023

Present: Cllrs Val Potheary (Chairman), Bill Trite (Vice-Chairman), Rod Adkins, Tony Alford, Jon Andrews, Pete Barrow, Pauline Batstone, Belinda Bawden, Laura Beddow, Derek Beer, Richard Biggs, Alex Brenton, Cherry Brooks, Piers Brown, Ray Bryan, Simon Christopher, Kelvin Clayton, Susan Cocking, Robin Cook, Toni Coombs, Richard Crabb, Jean Dunseith, Spencer Flower, Les Fry, Simon Gibson, Barry Goringe, David Gray, Paul Harrison, Jill Haynes, Brian Heatley, Ryan Hope, Nick Ireland, Sherry Jespersen, Carole Jones, Stella Jones, Andrew Kerby, Paul Kimber, Nocturin Lacey-Clarke, Cathy Lugg, David Morgan, Louie O'Leary, Jon Orrell, Mike Parkes, Mary Penfold, Belinda Ridout, Mark Roberts, Julie Robinson, David Shortell, Jane Somper, Gary Suttle, Clare Sutton, Roland Tarr, David Taylor, Gill Taylor, David Tooke, David Walsh, Sarah Williams and John Worth

Present remotely: Cllrs Byron Quayle

Apologies: Cllrs Mike Barron, Shane Bartlett, Dave Bolwell, Andy Canning, Graham Carr-Jones, Tim Cook, Janet Dover, Mike Dyer, Beryl Ezzard, Ryan Holloway, Rob Hughes, Rebecca Knox, Howard Legg, Robin Legg, Emma Parker, Andrew Parry, Bill Pipe, Molly Rennie, Maria Roe, Andrew Starr, Peter Wharf and Kate Wheller

Officers present (for all or part of the meeting):

Jacqui Andrews (Service Manager for Democratic and Electoral Services), Hayley Caves (Member Development and Support Officer), Sean Cremer (Corporate Director for Finance and Commercial), Susan Dallison (Democratic Services Team Leader), George Dare (Senior Democratic Services Officer), Aidan Dunn (Executive Director - Corporate Development S151), Jennifer Lewis (Head of Strategic Communications and Engagement), Jonathan Mair (Director of Legal and Democratic and Monitoring Officer), Matt Prosser (Chief Executive), John Sellgren (Executive Director of Place), Lindsey Watson (Senior Democratic Services Officer), Katie Hale (Head of Revenues and Benefits), Paul Beecroft (Communications Business Partner), Tony McDougal (Communications Business Partner - Adults and Housing), Andrew Billany (Corporate Director for Housing), Vivienne Broadhurst (Executive Director - People Adults) and John Newcombe (Service Manager for Licensing & Community Safety)

Officers present remotely (for all or part of the meeting):

Sharon Attwater (Service Manager for Housing Strategy and Performance) and Sarah Smith (Housing Strategy Lead)

TRIBUTE TO COUNCILLOR TONY FERRARI

The Chairman of Council paid tribute to Councillor Tony Ferrari who had recently passed away. All present stood in silence for one minute in memory of Councillor Ferrari. Following the period of silence, tributes were paid by Councillors L

O’Leary, N Ireland, J Orrell, L Fry and P Kimber.

46. **Minutes**

The minutes of the meeting held on 12 October 2023 were confirmed as a correct record and signed by the Chairman.

47. **Declarations of Interest**

There were no declarations of interest.

48. **Chairman's Announcements**

The Chairman reported the death of Honorary Alderman and former Dorset County Council and North Dorset District Councillor, David Milstead and paid tribute.

49. **Public Participation - questions**

There were no questions or statements from members of the public or local organisations.

50. **Public participation - petitions and deputations**

There were no petitions or deputations to report.

51. **Announcements and Reports from the Leader of Council and Cabinet Members**

The Leader of the Council advised members that his bulletin would be published at the conclusion of the meeting and some of the areas covered by the bulletin included:-

- Multi-authority devolution deal
- The benefits of lobbying government
- Highways teams achieve national award.

52. **Questions from Councillors**

There were three questions received from councillors. A copy of the questions and the responses are attached at Appendix 1 to the minutes.

53. **Governance Arrangements for Dorset Council**

The Leader of Council reported that a review of the Council’s governance arrangements had been undertaken, with a cross-party Executive Advisory Panel meeting on a number of occasions since the motion was passed at Full Council to consider options for future governance arrangements. The Panel met on 24 November 2023 and, in light of the decision of Full Council on 12 October 2023 to support further work by the Leader of the Council to secure a Devolution Deal for Dorset, proposed a recommendation to Full Council that a decision on the future

governance arrangements of Dorset Council be deferred until such time as a decision on a devolution deal had been made.

It was proposed by S Flower seconded by N Ireland.

Decision

Full Council agree to pause and defer the review of the Governance Model until such time as a decision is made regarding a Multi-Authority Devolution Deal and an Expression of Interest submitted to the Secretary of State and a response from Government has been received.

54. Flexible use of Capital Receipts Policy Report 2023/24 and 2024/25

The Portfolio Holder for Finance, Commercial and Capital Strategy presented a recommendation which sought Full Council approval of the Flexible Use of Capital Receipts Policy for 2023/24 financial year to 2024/25 financial year.

It was proposed by G Suttle seconded by C Brooks.

Decision

That the capital receipt policy for 2023/24 financial year to 2024/25 financial year with submission for approval to the Department of Housing, Levelling Up and Communities, be approved.

55. Council Tax Reduction Scheme

The Portfolio Holder for Finance, Commercial and Capital Strategy proposed a recommendation with sought the adoption of the new Council Tax Reduction Scheme 2024/25, with effect from 1 April 2024.

The recommendation was seconded by B Ridout.

A number of questions were asked and a request for further information as to the proportion of residents that would see a change resulting from the proposal would be circulated to all councillors.

Decision

That the new Council Tax Reduction Scheme 2024/25 be adopted with effect from 1 April 2024.

56. Polling District, Polling Station and Polling Place Review

Councillors received a report which asked Full Council to consider responses to the consultation on the statutory review of polling districts, polling places and polling stations within Dorset and to approve the proposed arrangements. The Council had a duty to carry out a review of polling arrangements within Dorset by 31 January 2025 in accordance with the Electoral Registration and Administration

Act 2013. It was noted that any changes would not come into force until 1 February 2024.

The recommendations were proposed by S Flower seconded by L Fry.

In response to points raised by councillors about the location of particular polling stations, the Chief Executive noted that arrangements could be reviewed in the future if necessary.

The constituency location of Three-Legged Cross would be checked following the meeting.

Decision

That Full Council agree:

1. That, having undertaken the statutory review, the polling districts, places and stations are as listed in Appendix 1 of the report to Full Council
2. That the designation of temporary polling places be delegated to the Returning Officer.

57. Home in on Housing - Dorset Council's Housing Strategy

The Portfolio Holder for Adult Social Care, Health and Housing presented the Dorset Council Housing Strategy which had been considered by the People and Health Overview Committee and Cabinet and proposed its adoption. This was seconded by S Jespersen.

Councillors considered the issues arising from the report and proposed strategy document and discussion included reference to the requirements in the Local Plan and emerging Local Plan, opportunities for the Council to become a builder of social and affordable housing, the Council's role as a registered provider and links between planning and housing functions. The strategy was a living document and could be reviewed moving forwards.

As an amendment, it was proposed by G Taylor seconded by D Taylor that the approval of the Housing Strategy be deferred for consideration by the People and Health Overview Committee and review of the possibility of Dorset Council becoming a house builder.

On being put to the vote, the amendment was LOST.

A vote was taken on the original recommendation.

Decision

That the Housing Strategy and its objectives be approved.

58. Statement of Licensing Policy - Review of Cumulative Impact Area

The Portfolio Holder for Culture and Communities proposed the recommendation of the Licensing Committee to approve the retention of the Cumulative Impact Area, as set out in the report to the Licensing Committee. This was seconded by J Andrews.

Decision

That the retention of the Cumulative Impact Area be approved, as set out in the report to the Licensing Committee.

59. Statement of Gambling Licensing Policy 2024-2027

The Portfolio Holder for Culture and Communities proposed the recommendation of the Licensing Committee to adopt the Statement of Gambling Licensing Policy 2024 – 2027, as set out in the report to the Licensing Committee. This was seconded by J Andrews.

Decision

That the Statement of Gambling Licensing Policy 2024 – 2027 be adopted, as set out in the report to the Licensing Committee.

60. Review of Timing of Committee Meetings

The Leader of Council presented and proposed the recommendations of the task and finish group, which had considered the timing of committee meetings in preparation for the Calendar of Meetings 2024/25. The Leader noted that each recommendation would be dealt with separately. The recommendations were seconded by R Bryan.

The Chairman noted that if a recommendation was not supported, the existing timing would be retained.

Recommendation a

As an amendment, it was proposed by R Hope seconded by N Ireland that Full Council meetings will be held at 5:30pm.

On being put to the vote the amendment was LOST.

The Council returned to the wording of the original recommendation a: During the period of British Summer Time, Full Council meetings will be held at 6.30pm. (April, May, July & October).

Decision

That during the period of British Summer Time, Full Council meetings will be held at 6.30pm. (April, May, July & October).

Recommendation b

As an amendment it was proposed by N Lacey-Clarke seconded by R Hope that Full Council meetings (December and February) will be held at 5.30pm.

On being put to the vote the amendment was LOST.

The Council returned to the wording of the original recommendation b: During the period of Greenwich Mean Time, Full Council meetings will be held at 2.00pm. (December & February).

On being put to the vote the recommendation was LOST.

The Chairman confirmed that Full Council meetings in December and February would continue to be held at 6.30pm.

Recommendation c

As an amendment it was proposed by R Hope seconded by N Ireland that Cabinet will be held at 2.00pm all year.

On being put to the vote the amendment was LOST.

The Council returned to the wording of the original recommendation c: During the period of British Summer Time, Cabinet will be held at 6.30pm. (April, May, June, July, September, October).

Decision

That during the period of British Summer Time, Cabinet will be held at 6.30pm. (April, May, June, July, September, October).

Recommendation d

As an amendment it was proposed by N Lacey-Clarke seconded by A Kirby that Cabinet be held at 6.30pm (November, December, January, March).

On being put to the vote the amendment received an equal number of votes for and against. With the Chairman's casting vote, the amendment was LOST.

The Council returned to the wording of the original recommendation d: During the period of Greenwich Mean Time Cabinet will be held at 2.00pm. (November, December, January, March).

On being put to the vote the recommendation was LOST.

The Chairman confirmed that Cabinet meetings in November, December, January and March would continue to be held at 10.00am.

Recommendation e

Decision

That all meetings of Audit & Governance Committee will be held at 6.30pm.

61. Calendar of Meetings 2024-2025

The Leader of Council presented the calendar of meetings for 2024/25 and proposed its formal adoption.

The recommendation was seconded by D Shortell.

It was noted that the Strategic and Technical Planning Committee scheduled for Monday 5 May 2025, fell on a Bank Holiday and this would be reviewed following the meeting under the delegation to the Director of Legal and Democratic Services.

Decision

1. That the calendar of meetings for the period May 2024 to May 2025 be approved.
2. That, to ensure effective political management, authority be delegated to the Director of Legal and Democratic Services to make any necessary changes, in consultation with relevant Chairmen and Vice-Chairmen.

62. Flexibility to hold virtual Licensing Sub-committees

The Leader of Council proposed the recommendations of the Audit and Governance Committee, which would enable meetings of the Licensing Sub-committees to be held virtually where appropriate.

The recommendation was seconded by B Heatley.

In response to points raised, it was noted that this was a 12-month trial and would be subject to review.

Decision

1. That Council approve a 12-month trial period to give the Licensing Sub-committee the flexibility to meet virtually when appropriate to do so; and delegates to the Licensing Committee the authority to take a decision on whether this flexibility should continue and be made a permanent arrangement.
2. That delegation is given to the Director of Legal & Democratic (Monitoring Officer), to approve the virtual meeting protocol after consultation with the Chairman of the Licensing Committee and the Executive Director for Place.

63. Honorary Alderman of the Dorset Council Area

The Leader of Council set out and proposed the recommendation of the Audit and Governance Committee relating to the criteria and process for awarding the title of

Honorary Alderman of the Dorset Council area to former members of Dorset Council. The recommendation was seconded by V Potheary.

A number of councillors addressed the meeting, with views both for and against the proposal.

Decision

That the Constitution be amended to include the criteria and process for awarding the title of Honorary Alderman of the Dorset Council area to former members of Dorset Council.

EXTENSION OF MEETING BEYOND 3 HOURS

In accordance with the Constitution it was agreed by the Council to continue the meeting beyond 3 hours.

64. To elect the Chairman of the Northern Area Planning Committee

Following the resignation of the Chairman of the Northern Area Planning Committee, councillors considered the election of a Chairman of the committee for the remainder of the municipal year.

It was proposed by S Flower seconded by M Penfold that B Ridout be elected Chairman of the Northern Area Planning Committee for the remainder of the municipal year.

It was proposed by N Ireland seconded by L Fry that J Andrews be elected Chairman of the Northern Area Planning Committee for the remainder of the municipal year.

Decision

That B Ridout be elected Chairman of the Northern Area Planning Committee for the remainder of the municipal year.

65. Notice of Motion - Cllr B Quayle

Full Council received the following Notice of Motion proposed by B Quayle seconded by M Roberts and supported by N Lacey-Clarke, S Christopher, L O'Leary, S Jespersen, B Goringe, J Haynes, P Batstone, M Penfold, J Robinson, C Brooks, J Somper, C Jones, S Flower, A Parry, M Parkes, A Brenton, P Brown and B Ezzard.

Motion narrative:-

Dorset Council is committed to supporting local farmers and food producers. Britain has some of the highest animal welfare standards in the world and Dorset Council should engage and work in partnership with our poultry, arable and livestock farmers to ensure their ability to enhance our countryside and with our fishing industry to protect the oceans. We need to strive to support them by being

sympathetic to diversification opportunities and promotion of local produce. We will be vocal in opposing excessive regulation by central government, enabling them to prosper. Keeping in mind our commitment to climate change, Dorset Council should, wherever possible, commit to ensuring food provided at all council events is sourced from local suppliers. This includes meat, fish, dairy and plant-based produce. Dorset Council should also encourage people, wherever possible, to shop locally, taking advantage of home-grown, affordable, and nutritious food, both plant and meat based, thus reducing the “food miles” on our plates.

In accordance with Procedure Rule 14.3 (a) the Notice of Motion, upon being proposed and seconded, was debated by Full Council. In proposing the Notice of Motion, N Lacey-Clarke asked that a recorded vote be undertaken. The Notice of Motion and request for a recorded vote was seconded by M Roberts and supported by over ten other councillors, in accordance with the Constitution.

As an amendment, it was proposed by K Clayton seconded by B Bawden that the following wording be removed from the wording of the Notice of Motion: *‘We will be vocal in opposing excessive regulation by central government, enabling them to prosper.’*

The results are shown in the table below.

On being put to the vote the amendment was LOST.

A vote was taken on the original Notice of Motion.

The results are shown in the table below.

Decision

Dorset Council is committed to supporting local farmers and food producers. Britain has some of the highest animal welfare standards in the world and Dorset Council should engage and work in partnership with our poultry, arable and livestock farmers to ensure their ability to enhance our countryside and with our fishing industry to protect the oceans. We need to strive to support them by being sympathetic to diversification opportunities and promotion of local produce. We will be vocal in opposing excessive regulation by central government, enabling them to prosper. Keeping in mind our commitment to climate change, Dorset Council should, wherever possible, commit to ensuring food provided at all council events is sourced from local suppliers. This includes meat, fish, dairy and plant-based produce. Dorset Council should also encourage people, wherever possible, to shop locally, taking advantage of home-grown, affordable, and nutritious food, both plant and meat based, thus reducing the “food miles” on our plates.

Notice of Motion - Amendment (Amendment)	
Councillor Val Potheary	Against
Councillor Bill Trite	Against
Councillor Rod Adkins	Against
Councillor Anthony Alford	Against
Councillor Jon Andrews	No vote recorded
Councillor Pete Barrow	For

Councillor Pauline Batstone	Against
Councillor Belinda Bawden	For
Councillor Laura Beddow	Against
Councillor Derek Beer	For
Councillor Richard Biggs	For
Councillor Alex Brenton	For
Councillor Cherry Brooks	Against
Councillor Piers Brown	Against
Councillor Ray Bryan	Against
Councillor Simon Christopher	Against
Councillor Kelvin Clayton	For
Councillor Susan Cocking	Against
Councillor Robin Cook	Against
Councillor Toni Coombs	Against
Councillor Richard Crabb	For
Councillor Jean Dunseith	Against
Councillor Spencer Flower	Against
Councillor Les Fry	Against
Councillor Simon Gibson	Against
Councillor Barry Goringe	Against
Councillor David Gray	For
Councillor Paul Harrison	Against
Councillor Jill Haynes	Against
Councillor Brian Heatley	For
Councillor Ryan Hope	For
Councillor Nick Ireland	For
Councillor Sherry Jespersen	Against
Councillor Carole Jones	Against
Councillor Stella Jones	For
Councillor Andrew Kerby	Against
Councillor Paul Kimber	For
Councillor Nocturin Lacey-Clarke	Against
Councillor Cathy Lugg	Against
Councillor David Morgan	Against
Councillor Louie O'Leary	Against
Councillor Jon Orrell	For
Councillor Mike Parkes	Against
Councillor Mary Penfold	Against
Councillor Belinda Ridout	Against
Councillor Mark Roberts	Against
Councillor Julie Robinson	Against
Councillor David Shortell	Against
Councillor Jane Somper	Against
Councillor Gary Suttle	Against
Councillor Clare Sutton	For
Councillor Roland Tarr	Against
Councillor David Taylor	Against
Councillor Gill Taylor	No vote recorded
Councillor David Tooke	For

Councillor David Walsh	Against
Councillor Sarah Williams	No vote recorded
Councillor John Worth	Against
Lost	
Notice of Motion - Cllr B Quayle (Motion)	
Councillor Val Potheary	For
Councillor Bill Trite	For
Councillor Rod Adkins	For
Councillor Anthony Alford	For
Councillor Jon Andrews	For
Councillor Pete Barrow	For
Councillor Pauline Batstone	For
Councillor Belinda Bawden	Abstain
Councillor Laura Beddow	For
Councillor Derek Beer	For
Councillor Richard Biggs	Abstain
Councillor Alex Brenton	For
Councillor Cherry Brooks	For
Councillor Piers Brown	For
Councillor Ray Bryan	For
Councillor Simon Christopher	For
Councillor Kelvin Clayton	Abstain
Councillor Susan Cocking	For
Councillor Robin Cook	For
Councillor Toni Coombs	For
Councillor Richard Crabb	For
Councillor Jean Dunseith	For
Councillor Spencer Flower	For
Councillor Les Fry	For
Councillor Simon Gibson	For
Councillor Barry Goringe	For
Councillor David Gray	For
Councillor Paul Harrison	For
Councillor Jill Haynes	For
Councillor Brian Heatley	Against
Councillor Ryan Hope	For
Councillor Nick Ireland	For
Councillor Sherry Jespersen	For
Councillor Carole Jones	For
Councillor Stella Jones	For
Councillor Andrew Kerby	For
Councillor Paul Kimber	Against
Councillor Nocturin Lacey-Clarke	For
Councillor Cathy Lugg	For
Councillor David Morgan	For
Councillor Louie O'Leary	For
Councillor Jon Orrell	Abstain
Councillor Mike Parkes	For
Councillor Mary Penfold	For

Councillor Belinda Ridout	For
Councillor Mark Roberts	For
Councillor Julie Robinson	For
Councillor David Shortell	For
Councillor Jane Somper	For
Councillor Gary Suttle	For
Councillor Clare Sutton	Against
Councillor Roland Tarr	For
Councillor David Taylor	For
Councillor Gill Taylor	No vote recorded
Councillor David Tooke	For
Councillor David Walsh	For
Councillor Sarah Williams	No vote recorded
Councillor John Worth	No vote recorded
Carried	

66. **Urgent items**

There were no urgent items.

67. **Exempt Business**

There was no exempt business.

APPENDIX 1 - QUESTIONS FROM COUNCILLORS

Questions submitted by Councillors

Question 1 – submitted by Cllr P Kimber

"Why is Portland hospital on DC's Asset Register as a future suitable site for 51 homes when we have been told many times by Health Authorities that it is not to close or be developed?"

Response by Cllr D Walsh

Local planning authorities have a duty to prepare Strategic Housing Land Availability Assessments (SHLAAs) which are intended to set out a record of sites that are assessed for their development potential, and owners can nominate sites for us to consider without prejudice to their existing continued use. The assessment is an important source of evidence to inform plan-making but does not in itself determine whether a site should be allocated for development or grant any planning permission for its development.

Portland Hospital was submitted to us by a planning agent acting on behalf of the owner/operator and we have a duty to report on all sites submitted to us. Therefore it is an identified SHLAA site but the details note it is a community use and that it does not have any planning permission for residential development. The details also have a caveat that its suitability would be subject to finding alternative provision for the healthcare.

Question 2 submitted by Cllr L O'Leary

The central Littlemoor estate that is based off the main Louviers road is home a busy route to access hundreds, play facilities, a school, and a very busy shopping centre. Louviers road leads both ends onto Littlemoor road at two major junctions. With the construction of 500 homes to Littlemoors north, and approval granted to additional hundred homes on the south side of Littlemoor extra strain is going to be put onto the these wo junctions that already struggling. I know the cabinet member is aware and we have discussed it in the past but as building is underway will the council commit to action on these congested junctions in the form of mini roundabouts at both ends or other possible measures?

Response by Cllr R Bryan

The junction capacity modelling undertaken as part of the Local Plan transport base, and separately by the developers, shows the two junctions of Louviers Road with Littlemoor Road continue to work well within their capacity even with the additional traffic generated from the developments. There is no evidence that alternative junction types are required. The development proposals include a new pedestrian and cycle crossing facility across Littlemoor Road to the east of Canberra Road to provide an additional connection to the facilities at the local centre and further south. The site is connected by public transport and with active travel routes to give residents a choice about how they travel.

Mini roundabouts aren't recommended for where traffic calming is a concern, as drivers often cut across the middle of the roundabout if there's nothing physically preventing them from doing so.

Question 3 – submitted by Cllr B Bawden

In spite of a stunning Christmas Tree and elegant, cool blue and silver lights adding to the wonder and delight created by imaginative and enticing window displays in our many independent shops and cafes, Lyme Regis seems like a ghost town at what should be one of our busiest times of the year.

A disappointing trading year thanks to a wet August and successive road closures from early September is now exacerbated by the emergency road closure on 8 November at the bottom of Broad Street. I'd like to thank the Building Control Surveyor and Senior Conservation Officer for their very quick responses and clear communications, as well as the Highways team for reacting to my requests by creating road signage to show all the businesses and car parks are open as usual.

However, as the weeks have rolled on and the large red 'Road Closed' signs have clearly deterred day visitors and Christmas shoppers alike, our businesses throughout the town are genuinely worried. Already students have been told there is no Christmas work for them, some owners fear they may need to make staff redundant and others fear closure altogether.

Anecdotally the businesses are being told that the 'Road Closed' signs as far away as Beer on the coast road are encouraging shoppers to go to Sidmouth. I can attest to the usual heavy traffic on the A35 going west from Bridport but most of it is not going in to Lyme, reacting instead to the 'Road Closed' sign before drivers have time to read 'Businesses open as usual'.

I would be interested, if this is possible, to see the weekly statistics from the four Dorset Council car parks in Lyme and to discuss whether there is anything better Dorset Council Highways were able to do, along with Devon Highways, to enable drivers to see the yellow information signs showing the town centre businesses and car parks were open as usual before the 'Road Closed' and 'Diversion' signs put them off continuing into Lyme.

If it isn't possible for Dorset Council to reconsider my request for an additional two days of free parking this weekend to boost attendance at the Christmas Tree Festival, Santa's Grotto, the Christmas Craft and Vintage Markets and Santa's workshop in our restored Town Mill, could we perhaps discuss developing a longer term vision of fewer vehicle movements through Lyme's town centre so residents, visitors and businesses could enjoy a safer and healthier public realm and learn to appreciate the benefits of a 'people first' town centre?

Response by Cllr R Bryan

I recognise that the Lyme Regis emergency road closure resulting from the structural failure of a private building is having a significant impact on the town. The residents and businesses have my utmost sympathy. I also thank Cllr Bawden for her positive words about how Dorset Council's officers have responded to this difficult situation.

Taking the individual points raised in turn:

- The traffic management signage has been reviewed to ensure it is compliant with legislation and minimises the number of 'road ahead closed' boards that are used.
- I will arrange for the car park usage figures to be sent to Cllr Bawden following this meeting.
- In conjunction with their Devon colleagues, I will ask the Highways team to review the placement of the existing yellow information signs showing that the town centre businesses and car parks are open as usual.
- Turning to the wider point about a 'people first' town centre: We will be developing a longer-term vision for transport in our town centres to encourage economic growth, healthier environments, and active travel, as part of the creation of a new Local Transport Plan for Dorset. The public consultation on transport issues and opportunities to inform the development of the Plan starts in January, so we urge everyone to please put their views forward. In addition, we'll be working directly with Local Councillors, Towns and Parish Councils to get their views.

Duration of meeting: 6.30 - 9.49 pm

Chairman

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Recommendation to Dorset Council

13 February 2024

From Cabinet of 30 January 2024

Budget and Medium-Term Financial Plan strategy report (MTFP)

For Decision

Portfolio Holder: Cllr G Suttle, Finance, Commercial & Capital Strategy

Local Councillor(s): All

Executive Director: A Dunn, Executive Director, Corporate Development

Report Author: Aidan Dunn
Job Title: Executive Director – Corporate Development
(S152 Officer)

Tel: 01305 221000

Email: aidan.dunn@dorsetcouncil.gov.uk

Report Status: Public

Recommendation:

- (a) That the revenue budget summarised in Appendix 1, be agreed.
- (b) That the increase in general Council Tax of 2.9985% and 1.9975% in the Social Care Precept, providing a Band D Council Tax figure for Dorset Council of £2,001.15; an overall increase of 4.996%, be agreed.
- (c) That the Council Tax base agreed by the Section 151 Officer earlier in this budget setting process as shown in appendix 2, be agreed.
- (d) That the change to the current scheme of Local Council Tax Support as set out in the report to Cabinet of 30 January, reflecting the decision previously made at full Council on 14 December 2023, be agreed.

- (e) That the Capital Strategy, set out at Appendix 3, and the 2024/25 – 2027/28 programme in section 23 of the report to Cabinet of 30 January 2024 be agreed.
- (f) That the treasury management strategy as set out in Appendix 4 be agreed.
- (g) That the assumptions used to develop the Budget Strategy and Medium-Term Financial Plan (MTFP), as set out throughout this report be agreed.
- (h) That the recommended balances on earmarked reserves and on general funds, including the minimum level of the general fund, be agreed.
- (i) That the responses to the recommendations and comments made as part of the budget scrutiny process, be agreed (Appendix 6).
- (j) That the recommendations 1-5 from the 22 November 2023 Harbours Advisory Committee meeting regarding fees and charges, budgets, and asset management plans, as set out at Appendix 7, be agreed.
- (k) That the flexible use of additional £1.5m of capital receipts for the purposes of transforming the Council's housing services, as set out at Appendix 8, be agreed.
- (l) That the Fees and Charges for the Council for 2024/25, at Appendix 9, be agreed.

Appendices

Appendix 1 – Report to Cabinet of 30 January 2024 – Budget Strategy and medium-term financial plan (MFTP) Appendices within the Cabinet report and referred to in the recommendations above include:

1. High-level consolidated revenue budget summary and directorate budget summaries
2. Council Tax resolution (*available for the Council report only*)
3. Capital Strategy 2024-2029 (for the Cabinet and Council reports)
4. Treasury Management Strategy 2024/25 (for the Cabinet and Council reports)
5. Climate Wheel
6. Response to the issues raised by the scrutiny committees.
7. Harbours Advisory Committee budget proposals for 2024/25
8. Flexible use of Capital Receipts Policy for 2024/25-2029/30
9. List of Fees and Charges for 2024/25

Background papers

[Agenda for Cabinet on Tuesday, 30th January 2024, 10.00 am - Dorset Council](#)

Cabinet

30 January 2024

Budget and Medium-Term Financial Plan strategy report (MTFP)

For Recommendation to Council

Portfolio Holder: Cllr G Suttle, Finance, Commercial and Capital Strategy

Local Councillor(s): All

Executive Director: A Dunn, Executive Director, Corporate Development

Report Author: Aidan Dunn
Job Title: Executive Director – Corporate Development (S151 Officer)

Tel: 01305 221000

Email: aidan.dunn@dorsetcouncil.gov.uk

Report Status: Public

Recommendation:

Cabinet is asked to agree and to recommend to Council:

1. the Revenue Budget summarised in Appendix 1;
2. the increase in general Council Tax of 2.9985% and 1.9975% in the Social Care Precept, providing a Band D Council Tax figure for Dorset Council of £2,001.15; an overall increase of 4.996%;
3. to note the Council Tax base agreed by the S151 Officer earlier in this budget setting process as shown in appendix 2; **(Appendix 2 available for Full Council only)**
4. The change to the current scheme of Local Council Tax Support as set out in this report, which reflects the decision previously made at full Council on 14 December 2023;
5. the Capital Strategy (Appendix 3) and approve the 2024/25 – 2027/28 programme in section 23 of the main report;
6. the Treasury Management Strategy (Appendix 4);
7. to note the assumptions used to develop the Budget Strategy and Medium-Term Financial Plan (MTFP), as set out throughout this report;

8. the recommended balances on earmarked reserves and on general funds, including the minimum level of the general fund.
9. in making these recommendations, Cabinet is requested to consider and agree the responses to the recommendations and comments made as part of the budget scrutiny process (Appendix 6);
10. recommendations 1-5 from the 22 November 2023 Harbours Advisory Committee meeting regarding fees and charges, budgets and asset management plans (Appendix 7);
11. the flexible use of additional £1.5m of capital receipts for the purposes of transforming the Council's housing services (Appendix 8).
12. the Fees and Charges for the Council for 2024/25 (Appendix 9);

Reason for Recommendation

The Council is required to set a balanced revenue budget, and to approve a level of Council Tax as an integral part of this. A balanced budget is essentially one where all expenditure is funded by income without unsustainable use of one-off or short-term sources of finance.

The Council is also required to approve a Capital Strategy, a capital programme and budget, and a Treasury Management Strategy, each of which are included with this report.

The draft budget proposals have been considered by the Place and Resources Scrutiny Committee and by the People and Health Scrutiny Committee and their recommendations are set out in Appendix 6 for Cabinet consideration.

The Council's flexible use of capital receipts policy will support transformation delivered across the Council.

1. Executive summary

- 1.1 This report sets out proposals for Dorset Council's 2024/25 revenue and capital budgets and summarises the Medium-Term Financial Plan (MTFP), which covers the following four years to 2028/29. The report also includes the Capital Strategy and the Treasury Management Strategy.
- 1.2 The budget proposals are built around the priorities identified in the Dorset Council Plan. The development of the budget concludes a significant programme of work and consultation which includes all member briefing sessions as well as cross party task and finish groups on topics approved at the all member briefing sessions. This process provided all members with an opportunity to examine any and all of the budget assumptions and direct access to officers and directorate plans. These took place from September 2023 to January 2024. Following the publication of the proposed budget this was also considered by the Dorset Council Scrutiny Committees on 12 and 17 January 2024. This paper contains details of Cabinet's responses to the matters raised by those committees.
- 1.3 This budget continues to reflect members' priorities of resource allocation into frontline services wherever possible and this is reflected in the areas of growth set out in the analysis in this paper.
- 1.4 This budget is being set against a global economic backdrop of significant inflation, economic volatility and a cost-of-living crisis.
- 1.5 This paper also provides an update on funding announced in the Local Government Finance Settlement issued on 18 December 2023.

2. Financial implications

All covered within the report.

3. Well-being and health implications

None specifically identified in this report.

4. Natural Environment, Climate & Ecology Implications

Included in Appendix 5.

5. Other Implications

Nothing specific.

6. Risk assessment

- 6.1 Having considered the risks associated with this decision, the level of risk has been identified as:

Current Risk: High
Residual Risk: High

- 6.2 The Council is required to set a balanced budget. The financial climate remains extremely challenging, and the risks therefore remain high for all local authorities as we aim to deliver value for money and financial sustainability in a highly volatile environment.
- 6.3 The Council is currently forecasting an overspend in 2023/24. The Quarter 3 financial management report provides analysis of that estimate and is a separate item on the same Cabinet agenda as this report.
- 6.4 The **provisional** Local Government Finance Settlement was published on 18 December 2023 and, though the Council is still working through the detail of some contained within this, headline conclusions and assumptions are set out in this report.
- 6.5 The short-term nature of the settlement is again a risk and affects our ability to plan for strategic service delivery in the longer term. This Council continues to call for a longer-term, multi-year settlement which would provide greater certainty over resource levels.
- 6.6 Despite the mitigations and the governance framework around strategic and financial performance that the Council has in place, the S151 Officer deems the risk still to be high which, despite Dorset's robust financial position relative to others, principally reflects the national picture and economic conditions affecting all local authorities. Pressures continue to build in the Medium-Term Financial Plan (MTFP) and around the High Needs Block (HNB) of the Dedicated Schools Grant (DSG).

7. Equalities impact assessment

- 7.1 The budget is a framework for the Council to achieve its priorities and the requirement to achieve a balanced budget is delivered through a number of key assumptions, and the delivery of programmes of transformational change.
- 7.2 The overall budget framework has not been the subject of a separate equality impact assessment but the programmes and changes upon which delivery of the budget will depend will themselves be assessed.

8. Appendices

- 1. High-level consolidated revenue budget summary and directorate budget summaries
- 2. Council Tax resolution (for the Council report only)
- 3. Capital Strategy 2024-2029 (for the Cabinet and Council reports)
- 4. Treasury Management Strategy 2024/25 (for the Cabinet and Council reports)
- 5. Climate Wheel
- 6. Response to the issues raised by the scrutiny committees
- 7. Harbours Advisory Committee budget proposals for 2024/25

8. Flexible use of Capital Receipts Policy for 2024/25-2029/30

9. List of Fees and Charges for 2024/25

9. Background papers

[Medium term financial plan and budget update to Cabinet 7 November 2023](#)

10. Introduction, context and priorities

- 10.1 The refreshed Dorset Council Plan 2022-24 was agreed by Council in October 2022. The plan is underpinned by five key priorities for 2022-24 and details the steps we will take to deliver our vision to make Dorset a great place to live, work and visit.
- 10.2 **Driving economic prosperity** - We will support sustainable economic growth across the county, enabling high-quality jobs through improvements to productivity, sustainability, and accessibility, creating great places to live, work and visit.
- 10.3 **Creating stronger, healthier communities** - We will enable our residents, working with partners, to develop strong networks of support and maintain strong communities. We will focus on the most vulnerable in our communities to improve wellbeing and reduce inequality through collaboration between public services, community leaders, residents and voluntary groups.
- 10.4 **Creating sustainable development and housing** - We will work with government, registered housing providers, community land trusts and local housing partners to deliver affordable, suitable and decent housing. We will ask for their support to help us promote our climate and ecological priorities by providing sustainable services such as rainwater harvesting, solar panels and other such approaches.
- 10.5 **Protecting our natural environment, climate and ecology** - We will improve access to, and use of, Dorset's environment in a sustainable way which protects it for future generations.
- 10.6 **Becoming a more responsive, customer focused council** - We will continue to be responsive, fair and efficient in how we deliver services to our customers by listening and learning from their experiences. We will strive to constantly improve, with an emphasis on innovation and working with you in a collaborative approach.
- 10.7 Aligned to the Dorset Council Plan, Cabinet has approved the Transformation Plan, which described the approach that the Council is taking to redesigning services, so that the Council's priorities can be met with the funding available.
- 10.8 The challenge for 2024/25 and beyond continues to be 'How will the Council achieve a balanced budget whilst continuing to provide high quality services for the residents of Dorset?'
- ## 11. Environmental volatility and uncertainty and budget assumptions
- 11.1 Since 2021, inflation has proven extremely volatile, which continues to make it extremely difficult to estimate how current and future inflation and other global events will impact local

authorities. However, we are required by law to set a balanced budget and we must build our MTFP and Budget Strategy with the best information and knowledge we have available and with clarification around the risks involved and the mitigations supporting them.

- 11.2 It should be noted that these are forecasts of what will happen are on top of the base budget that was built for 2024/25.
- 11.3 The approach to inflation for 2024/25 has been to include pay inflation of 5% and to add general inflation of 3.2%. The Council expects a continuation of good contract management practice with suppliers to ensure productivity, efficiency and sustainability are also reviewed at the same time as the scope for price increases. The Council’s budgets are essentially cash limited and we cannot therefore afford to award full inflationary uplifts for all service contracts.
- 11.4 As well as general inflation, the budget proposals make provision for further, specific inflation where we know that this is going to be necessary – and in some cases, where we have received specific grant from Government to deliver this, such as the expectations around increases in care markets resulting from increases in the minimum wage. A summary of price increases built into the budget across directorates, in addition to general inflation, is shown in the table below.

	Original 2024/25	Revised 2024/25
Council tax increase	<2%	<3%
Council tax base growth	0.75%	0.94%
Social Care Precept	1%	<2%
Business rates growth	0.50%	27.44%
Pay award	2.00%	5.00%
General inflation	2.50%	3.20%
Increase in fees & charges	2.50%	5.00%
Employer pension contribution	0% +£240k	0% +£240k

12 Fees and charges

- 12.1 An average increase in fees and charges income has also been estimated at 5%, with budgets uplifted accordingly. It is expected that this average increase will be delivered through a mix of price and volume increases, reflecting the Council's ability to influence demand. The average price increase is assumed to be 5%. For some services this means the variation in charges will be higher, and in others it will be lower.
- 12.2 The Council's Fees and Charges Policy was implemented for the 2023/24 Budget and is published on the Council website. [Fees and Charges Policy 2023 - Dorset Council.](#)
- 12.3 Implementation and subsequent monitoring to ensure the success of policy objectives is a significant step towards the Council recovering more of its costs and placing less demand on general funding. Increasing income also comes with increased risk, however, especially when operating in a competitive market. As revenues grow, so does risk and the resource required to manage new business efficiently.
- 12.4 A full comprehensive list of the Councils Fees and Charges are included in Appendix 9.

13 Provisional Local Government Finance Settlement

- 13.1 The Local Government Finance Settlement was published on 18 December 2023. It followed the publication of a finance policy statement on 12 December 2023 that set out Government's intentions for the Local Government Finance Settlement for the next year.
- 13.2 The Council is still working through the detail of the statement, but the headlines and assumptions we are making and including in the Budget Strategy are set out below and throughout the rest of this report.
- 13.3 Headline information on the Core Spending Power of Local Government as a sector is shown in the table below, for the six financial years for which Dorset Council has been established. More detail follows on the Council's own [provisional settlement figures.](#)
- 13.4 There have been headline announcements that Local Government Core Spending Power (CSP) has been increased by an average of 6.5%. This equates to a national CSP uplift of £3.9bn, of which 53% comes from increased Council Tax.
- 13.5 CSP is made up of the following key components.
- 1) Core Settlement - Retained business rates and Revenue Support Grant
 - 2) Council Tax
 - 3) Social Care Grants – e.g. Discharge grant, Better Care Fund
 - 4) Other grants - un-ringfenced grants e.g. Local Services Grant, New Homes Bonus etc.

- 13.6 The [Local government finance policy statement 2024 to 2025 - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/policies/local-government-finance-policy-statement-2024-to-2025) confirms that the settlement guarantees an increase in core spending power (CSP) of at least 3% **before** any decision the Local Authority makes about organisational efficiencies, use of reserves, and Council Tax levels. To ensure this 3% uplift the Government has introduced a Funding Guarantee.
- 13.7 Analysis undertaken by the Society of County Treasurers has identified that, where CSP increases by an average of 6.5%, nationally this consists of £1.825bn (47%) of additional grant and £2.078bn (53%) in additional Council Tax.
- 13.8 This means the only way to realise this **full** uplift of 6.5% CSP is to take the maximum flexibilities granted when it comes to raising Council Tax, as this is assumed as part of the calculation. The maximum increase allowed varies by authority type.
- 13.9 All England Core Spending Power

Illustrative Core Spending Power of Local Government:						
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25 ⁸
	£ millions	£ millions	£ millions	£ millions	£ millions	£ millions
Settlement Funding Assessment	14,559.6	14,796.9	14,809.7	14,882.2	15,671.1	16,562.7
Compensation for under-indexing the business rates multiplier	400.0	500.0	650.0	1,275.1	2,204.6	2,581.3
Council tax requirement excluding parish precepts ^{1,2}	27,767.8	29,226.9	30,308.2	31,922.5	33,984.3	36,062.2
Improved Better Care Fund	1,837.0	2,077.0	2,077.0	2,139.8	2,139.8	2,139.8
New Homes Bonus	917.9	907.2	622.3	556.0	291.3	291.4
New Homes Bonus returned funding	0.0	0.0	0.0	0.0	0.0	0.0
Rural Services Delivery Grant	81.0	81.0	85.0	85.0	95.0	95.0
Transition Grant	0.0	0.0	0.0	0.0	0.0	0.0
Adult Social Care Support Grant	0.0	0.0	0.0	0.0	0.0	0.0
Winter Pressures Grant ³	240.0	0.0	0.0	0.0	0.0	0.0
Social Care Support Grant	410.0	0.0	0.0	0.0	0.0	0.0
Social Care Grant ⁴	0.0	1,410.0	1,710.0	2,346.4	3,852.0	4,544.0
Market Sustainability and Fair Cost of Care Fund	0.0	0.0	0.0	162.0	0.0	0.0
ASC Market Sustainability and Improvement Fund ⁵	0.0	0.0	0.0	0.0	562.0	1,050.0
Lower Tier Services Grant	0.0	0.0	111.0	111.0	0.0	0.0
ASC Discharge Fund	0.0	0.0	0.0	0.0	300.0	500.0
Services Grant ⁶	0.0	0.0	0.0	822.0	483.3	76.9
Grants rolled in ⁷	335.8	338.0	345.1	345.4	480.0	0.0
Funding Guarantee	0.0	0.0	0.0	0.0	133.3	196.5
Core Spending Power	46,549.1	49,337.0	50,718.3	54,647.4	60,196.7	64,099.8

Dorset Council Core Spending Power (CSP) changes

13.10 The table below sets out year-on-year changes in the published CSP figures. The settlement was broadly in line with our expectations.

13.11 Dorset Council's CSP increases by 6.4%, £25.25m, of which £16.73m (66%) is based on the requirement to raise Council Tax.

Illustrative Core Spending Power of Local Government:							
	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25 ⁸	Change
	£ millions	£ millions	£ millions	£ millions	£ millions	£ millions	£ millions
Settlement Funding Assessment	43.6	44.3	44.3	44.3	46.6	48.3	1.64
Compensation for under-indexing the business rates multiplier	1.4	1.8	2.3	4.5	7.8	9.7	1.89
Council tax requirement excluding parish precepts ^{1,2}	241.3	251.5	263.9	276.0	290.5	307.2	16.73
Improved Better Care Fund	10.4	12.1	12.1	12.5	12.5	12.5	-
New Homes Bonus	3.8	3.0	1.7	3.8	1.8	0.9	(0.89)
New Homes Bonus returned funding	0.0	0.0	0.0	0.0	0.0	0.0	-
Rural Services Delivery Grant	2.4	2.4	2.5	2.5	2.8	2.8	-
Transition Grant	0.0	0.0	0.0	0.0	0.0	0.0	-
Adult Social Care Support Grant	0.0	0.0	0.0	0.0	0.0	0.0	-
Winter Pressures Grant ³	1.7	0.0	0.0	0.0	0.0	0.0	-
Social Care Support Grant	2.9	0.0	0.0	0.0	0.0	0.0	-
Social Care Grant ⁴	0.0	9.0	9.4	13.3	22.3	26.1	3.78
Market Sustainability and Fair Cost of Care Fund	0.0	0.0	0.0	1.2	0.0	0.0	-
ASC Market Sustainability and Improvement Fund ⁵	0.0	0.0	0.0	0.0	4.0	7.5	3.47
Lower Tier Services Grant	0.0	0.0	0.4	0.4	0.0	0.0	-
ASC Discharge Fund	0.0	0.0	0.0	0.0	1.7	2.9	1.16
Services Grant ⁶	0.0	0.0	0.0	3.1	1.8	0.3	(1.51)
Grants rolled in ⁷	1.1	1.1	1.2	1.2	2.6	0.0	(2.60)
Funding Guarantee	0.0	0.0	0.0	0.0	0.0	1.6	1.56
Core Spending Power	308.7	325.2	337.7	362.7	394.5	419.7	25.25

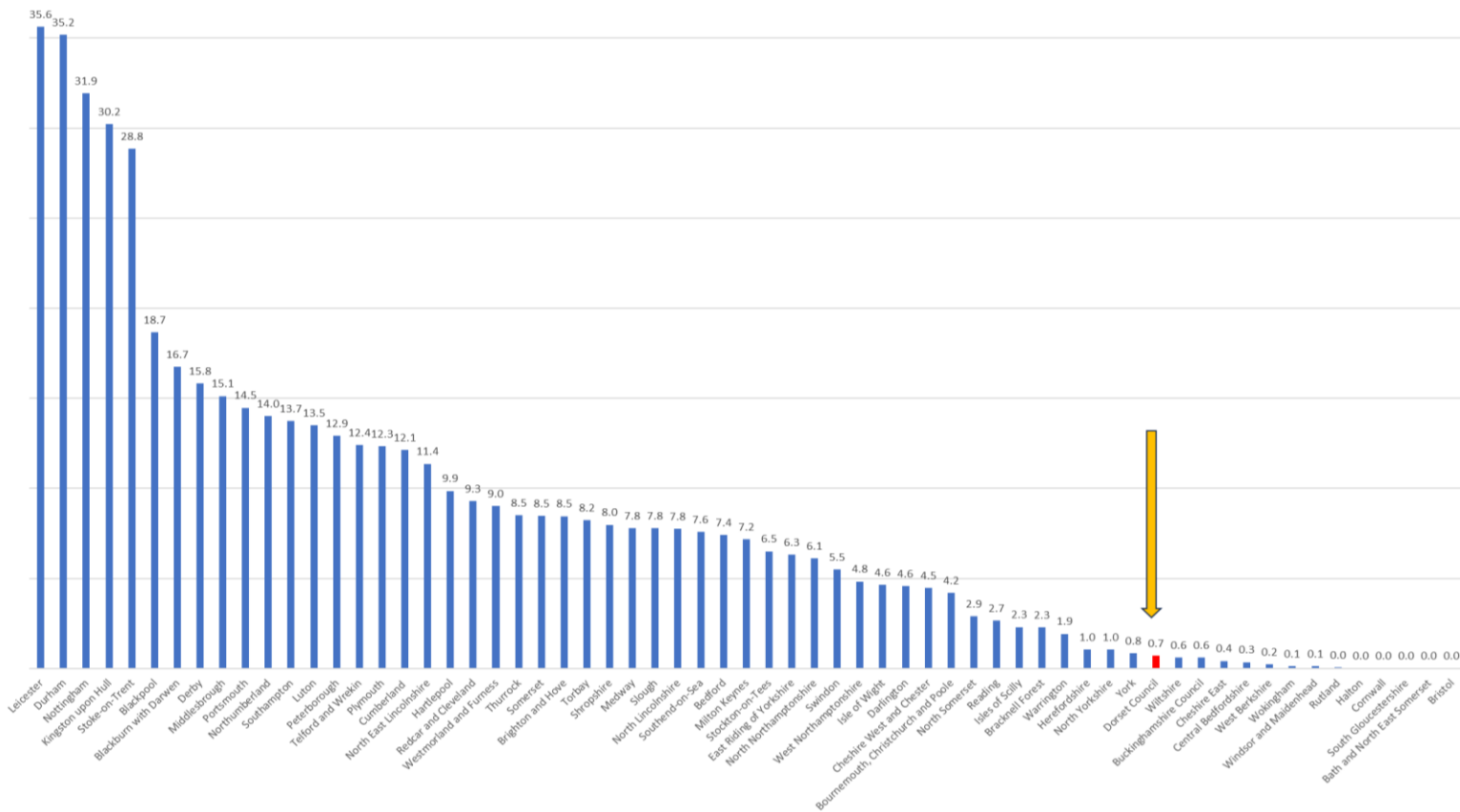
Settlement Funding Assessment (SFA)

13.12 SFA is the local share of business rates and Revenue Support Grant (RSG). Members will recall that Dorset Council started to receive RSG from 2023/24 financial year. For the 2024/25 settlement, Dorset Council now receives £698k from RSG, an increase of £43k compared to 2023/24.

13.13 Contextually, RSG nationally is being increased by CPI and so was inflated by 6.7% for 2024/25 before grants were rolled in so those that continue to receive it will benefit from this funding growth.

13.14 The graph below shows Dorset Council's relative RSG compared to all England unitary councils. To assist in locating Dorset, Dorset is marked in red and signposted by an orange arrow. This table highlights the differences in government grant support.

2024/25 Revenue Support Grant
Provisional Local Government Financial Settlement for Unitary Councils in England



Business rates

13.15 The small business rates multiplier is being frozen at 49.9p and the standard multiplier will be uprated by Septembers CPI from 52.1p to 54.6p. Councils will be compensated through the s31 grant where these increases are not passed on to the ratepayer. Referred to as compensation for under-indexing the business rates multiplier' in the Core spending power table shown earlier in this report.

13.16 Dorset Council does not simply take the headline figures for business rates budgets from the settlement, this means we do not set a budget which has the same Core Spending Power (CSP) uplift as the settlement. Dorset Council has allowed for around £13.8m increase in the business rates yield in 2024/25. A material factor in the increase is the revised rateable values which came into effect from 1 April 2023. Prior to this the last rating revaluation was in 2017.

13.17 The Council prepares its own calculations based on local circumstances. These calculations are supported by external validation and modelling to ensure these key aspects of the Council budget are robust. These assumptions also follow the new officer led monitoring programme which has been implemented in 2023/24.

Council tax

13.18 The announcements have confirmed that the limit for a local referendum remains at 3% – so a proposal to increase Council Tax by 3% or more will trigger a local referendum. There is also provision for councils with social care responsibilities to raise the adult social care precept by a further 2%. These changes apply for 2024/25 as well as 2023/24. As stated earlier in this report, the headline increase of Core Spending power is only achieved if Councils make full use of this power.

13.19 These budget proposals include a core Council Tax increase of 2.9985% and an adult social care precept increase of 1.9975%. The proposed total increase is therefore 4.996%, which results in an annual band D Council Tax charge of £2,001.15. This is an increase of around £1.82 per week on the 2023/24 charge. The Council Tax charges proposed for each band for 2024/25, for Dorset Council only, are set out in the table, below.

2024/25	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H
Core	£1,148.94	£1,340.43	£1,531.92	£1,723.41	£2,106.39	£2,489.37	£2,872.35	£3,446.82
Social Care Precept	£185.16	£216.02	£246.88	£277.74	£339.46	£401.18	£462.90	£555.48
Total	£1,334.10	£1,556.45	£1,778.80	£2,001.15	£2,445.85	£2,890.55	£3,335.25	£4,002.30

13.20 Some further facts about the composition of our Council Tax base which help understand the makeup of households and respective bills are as follows:

- a) 51% of households in Dorset are in Bands A – C.
- b) This is increased to 71% of households when looking at Bands A – D
- c) The number of households receiving Local Council Tax Support (LCTS) are 22,303
- d) This includes 9,673 Pensioners on LCTS.
- e) Single Person Discount applies to 59,315 households.
- f) There are also a range of other reliefs and disregards which provide support depending on who lives in the property, e.g. 1,372 band reductions are awarded where there is a disabled resident.

13.21 Section 14 of this report provides more information about the improvements to LCTS for 2024/25.

13.22 Councils set their Council tax based on the number of 'Band D equivalent properties'. The Council has calculated its tax base as 153,849.7 band D equivalent properties, compared with 152,424 for the previous year, an increase of <1%.

Core Spending Power (CSP) Grants

13.23 The next part of this report details a range of grants which form part of Dorset's Core Spending Power. National and local allocations are included in the earlier table.

Social Care Grant

- 13.24 Nationally, £4.5bn is being made available. More details on Dorset Council's share of the fund are included in the earlier table, which outlines changes to Dorset's Core Spending Power.
- 13.25 This is not new funding and was originally announced in the Autumn Statement in 2022. At the same time it was confirmed that, of the national allocation, £1.877bn (41%) is funded through delays in Social Care Reform relating to charging. This reform was delayed from October 2023 to October 2025. As a result, there is no certainty as to what happens for 2025/26 and, as a result, these grant values cannot be assumed to continue in 2025/26.
- 13.26 For Dorset Council this means £10.7m (41%) of the 2024/25 allocation of £26.1m is at risk as there is no clarity on if or how this funding will be allocated for 2025/26.
- 13.27 As in previous years, it is recommended that the increase in allocation is split 50/50 between the Adults & Housing Directorate and Children's Directorate, to be used in line with the terms of the grant.

Grant funding for discharge

- 13.28 £500m in 2024/25 is being made available nationally. Funds will be pooled through the Better Care Fund (BCF) process. This pooled budget supports joint working across the NHS and Local Government. All of which aims to facilitate better integration of health and social care to achieve better outcomes for people and carers. This is in addition to the existing BCF, rather than repurposing.

Ringfenced grant to Market Sustainability and Improvement Fund (MSIF)

- 13.29 Nationally, £1bn in 2024/25 is being provided in a separate grant for Market Sustainability and Improvement in Adult Social Care. The increase in national allocation is offset by the reduction in 'grants rolled in', which is where last year's MSIF allocation is shown on Dorset Council's allocation. This leaves an increase of £1.2m to provide Market Sustainability and Improvement in 2024/25.

Services grant

- 13.30 DLUHC describe the intention of this grant as "to provide funding to all tiers of local government in recognition of the vital services delivered at every level..."
- 13.31 The Services Grant is being reduced by 84%. Nationally, a reduction from £483.3m in 2023/24 to £76.9m
- 13.32 The distribution of the remaining grant will continue to follow the Settlement Funding Assessment as previously. Dorset's allocation of this grant has been reduced by £1.51m and now amounts to £282k for 2024/25.

New Homes Bonus

- 13.33 The New Homes Bonus will continue in 2024/25. Dorset Council's allocation has been reduced from £1.8m in 2023/24 to £0.9m in 2024/25.

Rural Services Delivery Grant

13.34 The national allocation for Rural Services Delivery Grant will remain unchanged. Therefore, Dorset Council's share remains at £2.8m in 2024/25.

Minimum Funding Guarantee

13.35 The Minimum Funding Guarantee is given to councils to ensure their Core Spending Power (CSP) "before any decision they make about organisational efficiencies, use of reserves, and Council Tax levels" is at least a 3% increase.

13.36 As Dorset's CSP before Council Tax does not rise by the minimum 3%, Dorset is now reliant on the Minimum Funding Guarantee and received £1.6m to provide this 3% increase in CSP.

Public sector pay

13.37 Local authority pay is negotiated nationally by the National Joint Council (NJC). For 2023/24 there was an additional £1,925 increase up to spinal column point 43, and an additional 3.88% increase from spinal column point 44. This added around 5% to Dorset Council's overall pay bill.

13.38 As noted earlier, for 2024/25 the assumed pay increase is 5%, which amounts to approximately £8.7m and essentially assumes national negotiations will result in broadly the same pay deal again in 2024/25.

13.39 The national living wage (NLW) will increase by 9.8% to £11.44 per hour from 1 April 2024. It will apply to people aged 21 and above. It is anticipated that, as in the last two years, the nationally negotiated pay award means that staff on spinal column point (SCP) 1 will continue to be above the national living wage.

Dedicated Schools Grant (DSG)

- 13.40 The Dedicated School Grant (DSG) is a ring-fenced grant, the majority of which is used to fund individual schools' budgets in local authority maintained schools and academies in Dorset, early years nursery entitlement and provision for pupils with high needs, including those with Education Health & Care Plans (EHCPs) in special schools, special provision and mainstream schools in Dorset and out of county. Part of the DSG, the Central Services Schools Block (CSSB), provides funding for Dorset Council to carry out central functions on behalf of pupils in state-funded maintained schools and academies in England.
- 13.41 There are four blocks within the DSG: Schools Block (SB) £246.4m, High Needs Block (HNB) £55.8m, Early Years Block (EYB) £25.9m and Central Services Schools Block (CSSB) £1.9m.
- 13.42 Dorset's DSG provisional allocation for 2024/25 is therefore £330m before recoupment, including additional grants and the use of the Growth Fund reserve.
- 13.43 The 2023/24 Q2 forecast overspend is £24.6m, thus increasing the cumulative forecast deficit to £60.5m before Safety Valve partner contributions. Adjusting for partner contributions from the DfE and Dorset Council, the cumulative deficit is forecast to be £45.8m.
- 13.44 The Government previously announced the extension to the statutory override for the DSG from 2023/24 to 2025/26. In practical terms this means that the cumulative overspend on the DSG will not fall to be funded from the Council's reserves but will instead continue to be treated as a separate, negative reserve on the Council's balance sheet.
- 13.45 As reported as part of the Quarterly finance reports, the Council has entered into a Safety Valve agreement and is now engaged in discussion as part of the 'Enhanced Monitoring and Support' programme. The deal and ongoing activity aims to reduce the cumulative overspend over time.

14 Local Council Tax support (LCTS) scheme

- 14.1 Each year the Council is required to review its Council Tax Reduction (CTR) Scheme in accordance with the requirements of the schedule 1A of the Local Government Finance Act 1992 and to either maintain the scheme or replace it.
- 14.2 The Council does not need to make any decision in relation to pension age applicants as that scheme is prescribed by Government and is operated by all English authorities in a similar way.

- 14.3 As with all authorities, the Council needs to adopt a CTR scheme for working age applicants and as experienced by the majority of authorities within England, the Council also needs to make changes to the CTR scheme for working age applicants in order to reduce the significant administrative burden placed on the Council by the introduction of Universal Credit.
- 14.4 At Full Council on 14 December 2023 a simplified banded / income approach was approved. The approach has been designed to remove the main problem areas, in particular. (a) The level of support available to the poorest households; (b) The problems with the introduction of full-service Universal Credit; and (c) The significant increase in administration costs due to the high level of changes received in respect of Universal Credit.
- 14.5 The newly approved scheme has a number of features as follows:
- More support shall be given to those households on the lowest of incomes.
 - The changes can only be made to the working age scheme as the current scheme for pensioners is prescribed by Central Government.

There will now be a single unified simple income grid model as shown below:

Discount	Weekly Net Income				
	Single	Couple	Family with 1 dependant	Family with 2 dependants	Family with 3 or more dependants
Band 1* 100%	£0 to £90.00	£0 to £135.00	£0 to £155.00	£0 to £220.00	£0 to £285.00
Band 2 80%	£90.01 to £125.00	£135.01 to £175.00	£155.01 to £195.00	£220.01 to £260.00	£285.01 to £325.00
Band 3 60%	£125.01 to £160.00	£175.01 to £215.00	£195.01 to £235.00	£260.01 to £300.00	£325.01 to £365.00
Band 4 40%	£160.01 to £195.00	£215.01 to £255.00	£235.01 to £275.00	£300.01 to £340.00	£365.01 to £405.00
Band 5 20%	£195.01 to £230.00	£255.01 to £295.00	£275.01 to £315.00	£340.01 to £380.00	£405.01 to £445.00
Band 6 0%	£230.01 +	£295.01+	£315.01+	£380.01+	£445.01+

- 14.6 The recently approved policy increases the highest level of discount to be set at a maximum level of liability (100%), Band 1, and all current applicants that are in receipt of a 'passported benefit' such as Income Support, Jobseeker's Allowance (Income Based) and Employment and Support Allowance (Income Related) will receive maximum discount on the basis that their household income has already been assessed.
- 14.7 All other discount levels are based on the applicant's and partner's, (where they have one), net income.
- 14.8 The scheme allows for variation in household size with the levels of income per band increasing where an applicant has a partner, and / or dependants.

- 14.9 There will be a restriction on support to Council Tax Band E level (any applicant who resides in a property banded F,G or H will have their Council Tax Reduction calculated on a Band E level. Currently there are 240 band F, 79 band G and 1 band H.
- 14.10 Where an applicant has non-dependants living with them, there will be a fixed standard charge of £5 per week per non-dependant. This is a significant change from the existing deductions which can be up to £14.15 per week and the change will significantly assist low income households.
- 14.11 Disability benefits such as Disability Living Allowance and Personal Independence Allowance will continue to be disregarded.
- 14.12 Where any applicant, their partner, or dependant child(ren) are disabled, a further disregard of £50 per week will be given, thereby continuing to provide additional support to those with disabilities.
- 14.13 The following are disregarded:
- a) Carer's Allowance and the Support Component of Employment and Support Allowance will be disregarded.
 - b) Child benefit and Child Maintenance will continue to be disregarded.
 - c) The following elements within Universal credit will be disregarded:
 - i) Housing Element.
 - ii) Disabled Child Element.
 - iii) Carer's Element; and
 - iv) Limited Capability for Work and Limited Capability for Work & Work Related Activity Elements
 - d) The total disregard on war pensions and war disablement pensions will continue.
- 14.14 Extended payments will be removed.
- 14.15 A capital limit of £6,000 with no tariff (or assumed income) will be applied;
- 14.16 Backdating of claims will be allowed for up to 3 months, this is an extension from the existing 1 month provision. The period of backdate will be at the discretion of the Council and would not affect periods prior to 1 April 2024.

15 Flexible use of capital receipts

- 15.1 At Council on 14 December, the Flexible Capital receipts policy for 2023/24 to 2024/25 was approved for the use of up to £2m of capital receipts. In the provisional local government settlement on 18 December 2023, the national policy has been extended to March 2030.
- 15.2 Appendix 8 details Dorset Council's approach to use of capital receipts and contains details of the proposed work plan for 2024/25.

16 MTFP process and budget development

- 16.1 The budget approved in February 2023 showed there was a MTFP gap, including planned savings, of £31.895m from 2024/25 to 2027/28, of which £13.815m arose in 2024/25. Following on from a review of our assumptions and accumulating cost and demand pressures, the budget gap moved on as summarised in the table below, which was presented to Cabinet on 7 November 2023.

Opening budget gap as at 14/02/23	£13,815,097
Council tax increase/growth	(£4,726,897)
Business rates increase/growth	(£3,212,735)
Change in grant	(£1,861,610)
Change in inflation	£5,637,949
DSG recovery plan (now funded from reserves)	(£4,400,000)
Adult's pressures	£3,432,234
Corporate pressures	£2,951,119
Place pressures	£24,463,907
Children's pressures	£5,968,772
Change in central finance pressures	(£840,000)
Adult's savings	(£8,000,000)
Corporate savings	(£1,819,864)
Place savings	(£4,831,000)
Central savings	(£3,600,000)
Draft Budget gap as at 20/10/23	£22,976,973

- 16.2 It was clear that rising demands were having an impact on the MTFP and increased the budget gap from £14m to £23m.

16.3 Over the time since then, officers have put in an enormous amount of work to identify further savings and transformation options to help close the budget gap. This information was shared with all members at informal briefings. This work has enabled the budget gap to be closed as follows.

Budget gap as at 7/11/2023	£22,976,973
Savings from Our Future Council	(£12,040,831)
Business rates increase/growth	(£10,313,264)
Council increase/growth	(£1,684,770)
Reduction in Corporate pressures	(£802,357)
Change in inflation	(£711,938)
Increase in Central pressures	£50,500
Reduction in Corporate savings	£169,000
Increase in Place pressures	£441,995
Reduction in Place savings	£892,600
Reduction in central grants	£1,022,092
Budget gap	£0

17 Setting a balanced budget

17.1 The November 2023 budget report to Cabinet reflected that all budget work needs process and method, and these must be structured around a framework – in this case, a draft statement of principles – to be used in developing the budget. The principles were intended to be constructed as helpful language to be used to describe how we would do our work to balance the budget and take difficult decisions about how to deliver the priorities and outcomes in the Council Plan. The principles are:

- i) we will not balance the Budget Strategy by using reserves
- ii) resource allocation will be driven by the Dorset Council Plan and priorities
- iii) services should be protected where possible but clearly demonstrate value for money and improved efficiency
- iv) we should seek to maximise the savings from becoming a unitary council
- v) we will develop short-term and long-term transformational savings plans
- vi) we will continue to take an increasingly commercial approach
- vii) we will use best practice around business cases for our decision making and we will be open to invest to save opportunities
- viii) budgets should be realistic to achieve the objectives of the Council and we must hold ourselves to account for their delivery and sound financial management.

18 Summary budget proposals

18.1 Analysis of budget movements and savings is set out in the individual Directorate/Service sections of this report and in the appendices. If adopted, this Budget Strategy will deliver a balanced budget in 2024/25 and the following gaps, still to be resolved, for the following years

of the MTFP.

	Previous Year Budget 2023-24 £m	MTFP Yr1 2024-25 £m	MTFP Yr2 2025-26 £m	MTFP Yr3 2026-27 £m	MTFS Yr4 2027-28 £m	MTFP Yr5 2028-29 £m
Council tax	292.109	307.876	319.490	331.542	344.040	357.021
Business rates (NDR funding)	50.199	63.976	60.457	60.457	60.457	60.457
Other grants treated as general funding	5.245	4.402	3.420	3.420	3.420	3.420
Total funding	347.553	376.254	383.368	395.420	407.918	420.898
Budget requirement	347.553	376.254	396.867	421.953	447.867	471.850
Budget gap (cumulative)	0.000	0.000	(13.499)	(26.534)	(39.950)	(50.952)

18.2 The proposed directorate budgets are as follows.

	Adjusted base budget 23/24	Draft base budget 24/25	Increase in base after adjustments	%
Adults and Housing	£147,218,371	£154,387,356	£7,168,985	5%
Childrens	£77,760,595	£84,462,153	£6,701,558	9%
Corporate	£35,626,263	£38,368,703	£2,742,440	8%
Place	£86,648,730	£109,974,703	£23,325,973	27%
Central Finance	£299,017	(£10,939,359)	(£11,238,376)	N/A
Total	£347,552,976	£376,253,556	£28,700,580	8%

Council Tax, Business Rates and Central Grants Funding	(£347,552,976)	(£376,253,556)	(£28,700,580)	8%
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18.3 More detail on the directorate budgets is available in the next section.

19 Directorate-level context updates

19.1 This section of the report deals with the budget contexts for each of the Council's directorates.

19.2 Appendix 1 contains a reconciliation of the changes for each Directorate.

Adults & Housing Services

- 19.3 Adults and Housing have had a busy year supporting the system with the rising demand for services with no additional core funding. Through partnership working we are seeking a way forward to rebalance demand and spend across the system to improve resilience and outcomes for people.
- 19.4 The net budget proposed for Adults and Housing Services is an increase of £7.169m, to £154.387m, a net increase of 4.9%.
- 19.5 Adult Social Care and Housing have developed a ten-year plan that will deliver improved outcomes and greater financial sustainability to manage future demand and market sustainability. The programme looks to deliver prevention, short term care, quality, and sustainability through six programmes of work.
- 19.6 Budget increases centre on two main themes for 2024/25; pressures that impact all council services, such as pay inflation, general inflation and cost of increments and pay awards (£6.749m); and specific budget increases for Adults and Housing, totalling £8.420m.
- 19.7 Specific budget increases cover Adult Social Care packages including growth totalling (£6.920m) and additional funding to support the shortfall in Housing subsidy (£1.5m).
- 19.8 The above pressures have been offset by 2024/25 transformation savings (£8.0m), as follows:

Proposal	Description	Value
Market management	For the ASC budget a large part of the financial pressure is created through the expectation of inflationary uplifts. Over recent years our commissioners have worked with care providers to assess “fair cost of care” fee rates, through our commissioning strategies we have also made substantial uplifts over the last 2 years in areas of the market where supply and quality required improvement using government grant funding. Building on this approach for 2024/25, we will continue to target uplifts and containing uplift requests within the amount of government grant available. This will reduce the pull on the wider council budget using an evidence-based discussions on uplifts above the “fair cost of care” rates.	£5.000m
Working age accelerator	Recognising the changing needs of a cohort of people with learning disability as they age, we will be working with them to arrange care that more appropriately responds to their needs, and we expect that this will be possible at lower rates than currently being paid.	£0.500m

HomeFirst accelerator	Building on our first successful year of homecare optimisation, we will continue to develop our out-of-hospital homecare and reablement support offer. Deploying reablement support to all parts of the hospital pathway (pre-attendance, pre-admission, and discharge) we intend to reduce long-term care requirements and to return more people to independence after crisis.	£0.926m
Accommodation with support	These savings are to be delivered by new extra care housing options which come on stream later in the year, which will provide a more cost-effective alternative to residential care.	£0.074m
Commissioned Community Care	Over the past two years we have worked with individuals and providers to better meet people's needs at lower cost, often involving some quite complex care needs and high cost of placement. This includes building on an improving picture of support options available in the county to offer people the chance to move from more expensive out-of-county placements into Dorset. It also includes work with our system partners. This saving anticipates that we continue with that work.	£1.500m

- 19.9 In addition to this, the continuation of grants including Discharge Fund, Market Sustainability Improvement Fund and additional Adult Social Care Grant will support the Adult Social Care budget.
- 19.10 There are risks within all budgets, particularly those demand led services that sit within Adults and Housing services. All modelling and strategic budget planning has been based on the best information and projections available. However, pressures and demands are subject to change, and this can have a significant budgetary impact. Because of the sharp 28% increase in homelessness need and demand, and a broader rise in need for supported, adapted or affordable homes, this requires an expansion of the approach to prevent and relieve homelessness and address a broad spectrum of housing needs. This is so that it succeeds at this scale and finds suitable alternative housing for greater numbers of people in need.
- 19.11 Given the extent of need coming forwards work is underway to recalibrate the current plans to transform the approach to homelessness and to remove the reliance on expensive bed and breakfast accommodation to relieve homelessness. Because of the sharp 28% increase in homelessness need and demand, and a broader rise in need for supported, adapted or affordable homes, this requires an expansion of the approach to prevent homelessness so that it succeeds at this scale and finds suitable alternative housing for greater numbers of people in need.

Children's Services

- 19.12 The overall budget proposed for Children's Services is an increase of £6.7m, to £84.46mm, an increase of 9%.
- 19.13 The Directorate's ambitious, five-year transformation plan is a key component of the 2023/24 budget, along with the Dorset Children Thrive locality model and closer working with partners from various agencies, delivering six priorities, including all children and young people within Dorset having the best start to life.
- 19.14 Partly due to the above Children's Services were awarded Families First for Children Pathfinder (FFCP) Wave 1 status, a two-year project running until March 2025. This project is between the Department for Education (DfE) and three local authorities across England. Dorset will work with local partners to co-design and deliver end-to-end service reform, implementing new Family Help services, child protection arrangements and support for kinship care.
- 19.15 This is the government's children's social care implementation strategy, Stable homes, built on love. It responds to recommendations from the independent review of children's social care, the Child Safeguarding Practice Review Panel report on child protection in England and the Competitions and Market Authority's market study of children's social care provision. The pathfinder will test delivery of key strategy commitments.
- 19.16 Dorset is part of the DfE pathfinder Families first for children (FFC). This provides an extra £4.5m of funding which can be used between July 2023 and March 2025.
- 19.17 Remodelling budgets to deliver these priorities remains a critical activity.
- 19.18 2024/25 will be the fourth year of the Children's Services transformation programme, with projected in-year savings of £4.25m.
- 19.19 Budget increases centre on two main themes for 2024/25; pressures that impact all council services, such as pay inflation, general inflation and cost of increments and pay awards (£5m); and specific budget increases for Children's services, totalling £5.9m.

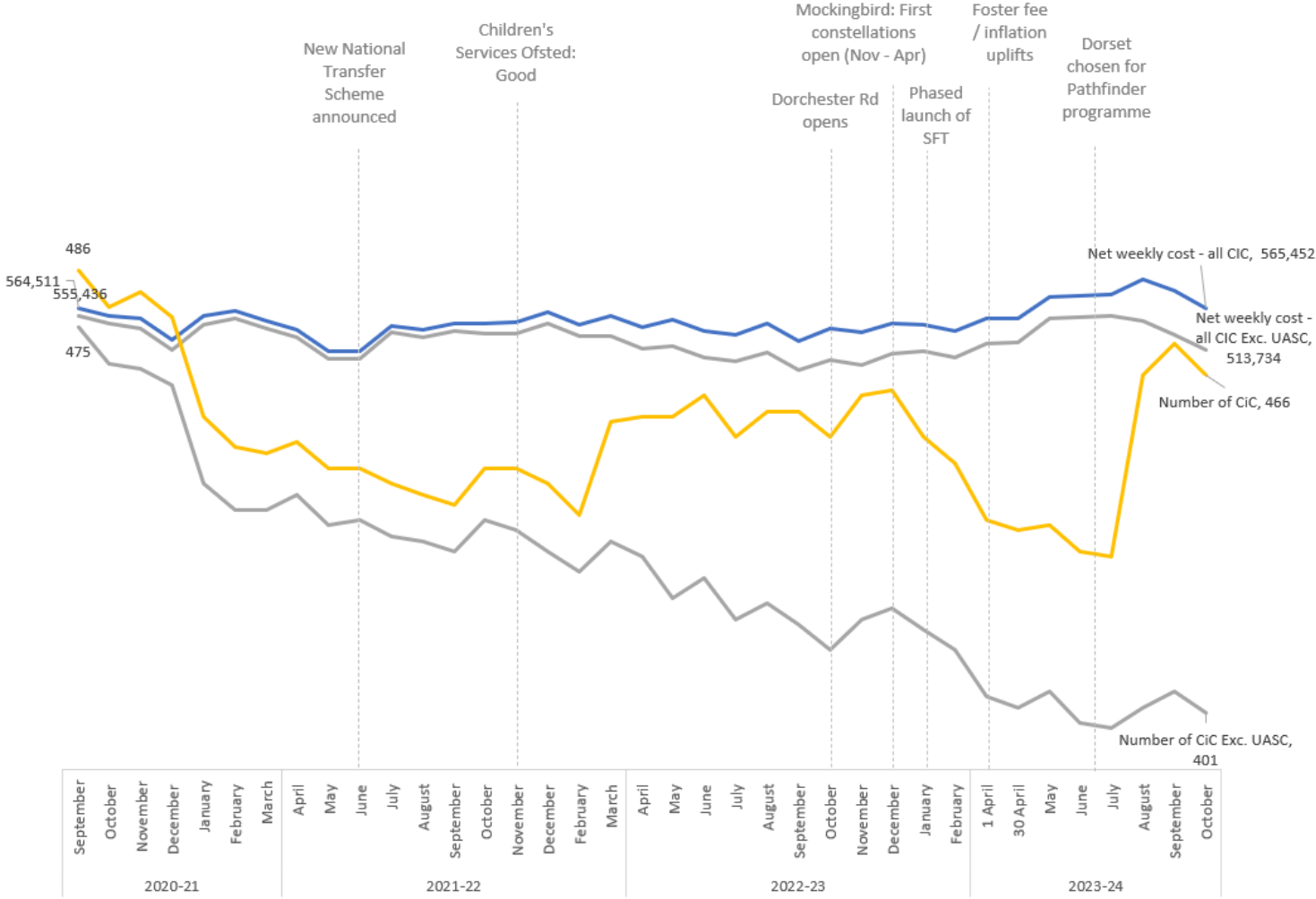
19.20 Specific budget increases cover nine areas designed to support Children's priorities, including the best start to life for all children and young people. A summary is provided in the table below.

Area	Description	£m
Pay related and General changes	As per all Directorates, additional funding for pay awards, increments and other pay adjustments. This also includes fees and charges and gas and electricity changes.	5.01
High Needs Block Recharge update	The School and Early Years Finance (England) Regulations 2022 have been reviewed to identify appropriate expenditure for the HNB recharge. Changes annually.	0.250
Children in Care Financial Growth	Our CiC population is declining, however costs are not reducing at the same level. If numbers of CiC hadn't fallen, then £5m est per annum / work through in the model. Even where our children in care numbers remain stable, it is highly likely we will see unit costs per child increase as a result of inflation and increasing complexity of children's needs.	1.35
Children who Are Disabled Services - Intensive Support Packages	Increased need in support packages for children with complex needs to live at home. This covers overnight short breaks demand and cost pressures.	0.5
Impact of the National Transfer Scheme for Unaccompanied Minors	To help create a service to support our unaccompanied young people.	0.3
Birth to Settled Adulthood Head of Service	Funding required to lead the Birth to Settled Adulthood team, part of the Birth to Settled Adulthood transformation project. This is an essential post required to lead a redesigned service which will provide an improved service to children and young people with additional needs, and in time, create savings/cost avoidance for the Council.	0.11
Financial pressures identified in July 2023	Linked to Children in Care Financial Growth area. Although numbers are travelling in the right direction, the cost (often linked to inflation and complexity) is increasing.	2.0
Local Alliance Group Funding	Funding for the six Local Alliance Groups to permanently receive £100k pa. This was piloted with temporary funding in 2023-24 and it is in line with Pathfinder model. Following the initial temporary roll out of funding to our localities, we are seeing creative local solutions that support our children and young people ensuring they are	0.6

Area	Description	£m
	receiving the right help at the right time, avoiding an escalation in need.	
Traded Services income removal	Due to the increased demand supporting our children and young people with SEND, and to refocus resource into delivering the Safety Valve requirements, the ability to generate income from 'selling' excess capacity within Specialist Teachers, Education Psychologist and related teams has disappeared.	0.6
Growing our own: Student Social Workers	Part of a strategy to have 21 Student Social Worker positions by 2025	0.22

19.21 The Children in Care model has been updated to reflect the cost of the current cohort in 2024/25, assumed new entrants and leavers, inflation and the application of the transformation programme as most transformation projects within Children’s affect the Children in Care cohort, historically, now and in the future.

Dorset Council: Children in Care - net weekly cost and number of children



- 19.22 Nationally, Children's Services budgets are under significant pressures. Understanding the national context and identifying appropriate risks is important when setting a budget. There is one clear message; Children's Services nationally are experiencing significant service pressures and will potentially be subjected to a major policy shift within the next 1-2 years.
- 19.23 The County Council Networks (CCN) states the national picture for local authority, and Children's Services budgets:
- "New analysis has revealed that England's largest councils face overspending their budgets by over £600m this year...While all council frontline services are experiencing higher than expected costs, increasing demand and an acute rise in the costs of placing children in care mean in-year spending on children's services is spiralling out of control, with almost half (£319m) of the projected £639m overspend attributable to this service."*
- 19.24 "The number of vulnerable children requiring care has risen dramatically post-pandemic, while inflation and a broken provider market in statutory care placements mean councils face no choice but to pay spiralling fees," said Barry Lewis, the CCN's vice chair and finance spokesperson.
- 19.25 The "broken provider market" is a reference to the scarcity of placements that has resulted in more children placed far from home or in inappropriate placements and driven higher fees, as set out by last year's report on the sector by the Competition and Markets Authority. (Community Care, November 2023).
- 19.26 Dorset does buck this trend though, for example a reduction in children in care, however Dorset Council is not immune to the cost pressures and rises associated. Increasingly, complex care needs are also contributing to the increased budget requirement in 2024/25.
- 19.27 Dorset Council is part of the National Transfer Scheme for Unaccompanied Asylum-Seeking Children (UAS Children). Nationally set thresholds require Dorset to care for 67 unaccompanied children during 2022/23. Home Office funding does not necessarily cover the full costs for supporting these young people, and therefore increased budget is needed to create a team and cover other costs, such as interpreters. We continue to lobby the Home Office for adequate funding to cover actual costs.
- 19.28 In summary, there is still significant risk within the 2024/25 Children's Services budget, including the continued delivery of the ambitious transformation programme, wider demand pressures and complexity, appropriate funding and support from partner organisations and delivery of the Pathfinder programme.
- 19.29 To mitigate some of this risk, ringfenced Social Care grant of £6.4m (before required commitments) has been made available to the Directorate. This grant will provide a degree of stability as Children's services enters what continues to be a very challenging and changeable period.

- 19.30 The overall budget proposed for the Place Directorate is an increase from £86.8m in 2023/24 to £109.975m in 2024/25, an increase of £23.3m or around 27%.
- 19.31 At the time of writing, the quarter 3 2023/24 forecast for the (in-year) Place Directorate net expenditure is an overspend of circa £14.6m. More detail is available in the quarterly finance management reports presented to Cabinet. The main themes reported are:
- a) Inflation linked expenditure that is higher than budgeted across all areas but particularly waste services where the payment of inflation is a legal contractual requirement
 - b) Income forecast not achieving the budgeted level due to economic factors, weather and visitor numbers to Dorset being lower than previous years.
 - c) Some savings targets not achieved
 - d) Market conditions and market prices
 - e) Central government changes
- 19.32 The 2024/25 budget rebases a number of budgets to deal with these issues where local action or other agreed mitigation has not addressed the shortfall.
- 19.33 The main components of the budget increase are:
- a) pay awards and other related central adjustments £6.7m
 - b) general inflation allowance at 3.2% £1.6m
 - c) increased fees and charges income (£2.5m)
 - d) service specific pressures £22.1m
 - e) savings proposals (£4.538m)
- 19.34 Within the service specific pressures, the significant numbers are as follows:
- a) Realignment of Dorset Travel including SEND transport £12m
 - b) Realignment of Car Parking budget £3.5m
 - c) Realignment of Waste recycle budget £1.1m
 - d) Realignment of Planning income budget £0.9m
 - e) Anticipated removal of DFE funds for joint use leisure centres £0.73m
 - f) Cost of POPS (Persistent Organic Pollutants) £0.5m

Dorset Travel

19.35 The realignment of Dorset Travel budgets comes about after a number of years of increasing costs. The financial pressure of home to school transport has been a significant national problem in recent years, and has been well documented, most recently in the County Councils Network report 'From Home to the Classroom: making travel to school services sustainable'. Transport contracts have increased by 8% year on year since 2015. The increase of cost is two years of exceptional increases due to fuel, driver and market pressures which have increased the budget by £12m. The budget rebase is necessary for a balanced Dorset Travel budget in 2024/25.

Parking

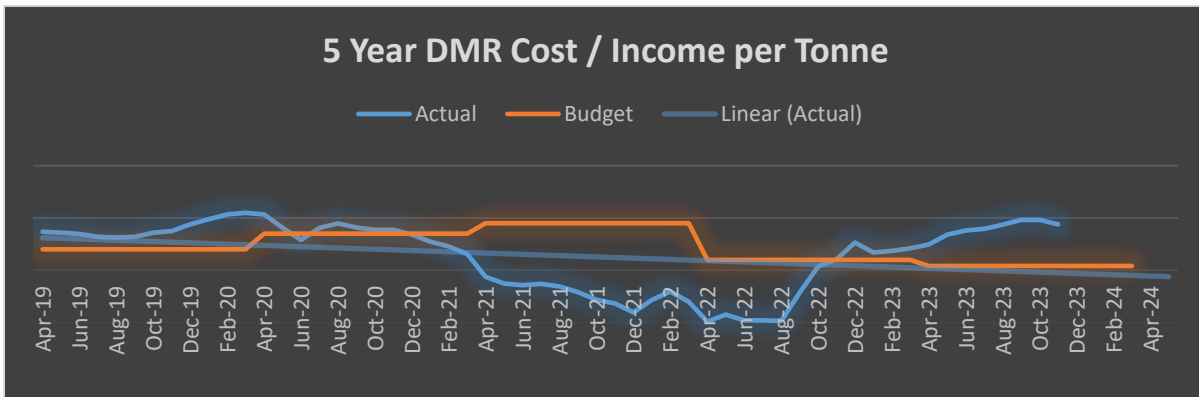
19.36 In recent years the budgets put forward by the Directorate for car parking have been too optimistic given the level of fees and charges. As a result the budget is proposed to be realigned to reflect the level of income expected based on the current fees and charges. The pressure from re-basing car parking income includes:

- a) Rebase of 23/24 income shortfall £2.5m
- b) Pressure as a result of not applying the required increase as set out in the fees & charges policy for discretionary charges £0.6m.

19.37 As always with car parking income, this figure can be impacted by many variables such as weather and the wider economic conditions. Summer 2023, in terms of rainfall, was the worst for a decade, which affected the predicted summer income. The service has put forward growth of £3.5m for realignment.

Recycling

19.38 The cost paid or income received for our collected recyclable waste Dry Mixed Recyclate (DMR) is dictated by national and international market conditions. The chart below shows the volatility of the recyclate price over recent years. A budget realignment of almost £1.1m is proposed to reflect the current, relatively high, costs being incurred for disposal which, even at this higher cost, remains cheaper than disposal costs of residual waste.



Planning income

19.39 The Planning income budget needs realignment by circa £1.65m. However, the statutory aspect of planning fees is controlled by central government, and price uplifts have recently been increased. It is estimated that the uplift in prices as determined by the government could offset circa £750k of the budget realignment needed, which is why this shows as £0.9m in the table above.

DfE funding

19.40 Joint use leisure centres are partly funded by the Department for Education (DfE). There is an expectation that the DfE will be reducing its financial contribution for 2024/25 and onwards. Therefore, if operating costs remain the same, Dorset Council could be facing a shortfall of circa £730k in DfE contributions. Discussions with DfE are not finalised at the time of writing and officers have submitted an application to DfE which if accepted would mitigate the impact.

Persistent Organic Pollutants (POPS)

19.41 The introduction of new processes at Household Recycling Centres (HRCs) to deal with Persistent Organic Pollutants (POPS) is being undertaken by our HRC contractor in order to comply with latest government requirements. The estimated cost is £0.5m.

Place – savings

19.42 Savings are included in the budget proposals.

19.43 £0.331m is a saving in relation to withdrawal from QE Leisure Centre, as previously agreed by Cabinet on 1 March 2022, withdrawal from the Joint Use agreement would take place on 31/03/2024, noting that the Council would support the Foundation Trustees during the transitional period including the release of £150k for the all-weather pitch, and noting that there is a good level of alternative provision in the area.

19.44 Place Directorate has put forward a partial contribution of £5m to offset the growth within the directorate.

a) Economic Growth and Infrastructure: savings of	£2.055m.
Additional income assumptions in Planning	£0.777m.
Business support reduction in salaries	£0.085m.
Vacancy management/sickness management target	£0.484m.
Use of network development funds of	£0.125m.
Additional permitting and other income in Highways	£0.200m.
Changes in car parking income assumptions	£0.384m.
b) Place services: savings of	£2.347m.
Assumptions for reduction in agency cost	£0.159m.

Proposed saving from efficiencies within the continued operations of street cleaning	£0.350m.
Assumed changes in waste costs/prices	£0.355m.
Assumed reduction in vehicle parts costs	£0.030m.
Vacancy management/sickness management target	£0.170m.
Additional trade waste assumption	£0.350m.
Additional garden waste assumption	£0.200m.
Realignment of vehicle fuel budget	£0.250m.
Ash dieback cost reduction/contribution	£0.080m.
FCERM savings	£0.029m.
Apprentices savings	£0.054m.
Various income line uplifts	£0.174m.
Other	£0.146m.

- c) Customer and Cultural service: savings of £0.457m. Planned through Our Future Council transformation, vacancy management, income and various operational efficiencies.
- d) Assets and Regeneration: savings of £0.141m. Planned through vacancies and a reduction in the Repairs and Maintenance (R&M) budget.

19.45 The £0.5m of savings include reduced forecasts for growth to net the total down to £4.538m, make up the balance of £5m. Detail of these mitigations are included in the earlier description of the growth.

19.46 It should be acknowledged that the budget as proposed has uncertainty in some areas, meaning that it is not risk-free. The major issues for volatility remain unchanged:

- a) Income via fees and charges are often dependant on the wider economic landscape.
- b) SEND Transport costs will be subject to volumes of children in the system as well as their specific requirements.
- c) Recyclate waste is a global commodity and is subject to market fluctuation, with our costs pegged on a monthly basis.
- d) Achievement of savings will be subject to the ability to pause recruitment sufficiently long enough to achieve vacancy targets.
- e) Income uplifts of 5% (as corporately mandated) are not always achievable where there are existing contractual/legal arrangements which conflict.
- f) Limiting inflation uplifts to 3.2% across the board may not always be achievable.
- g) New legislation being introduced without new burden funding, for example the removal of charging for DIY waste at HRC's
- h) Some existing tactical savings (as implemented in prior year budgets) still need resolution and these include:-
 - i. car parking income at County Hall
 - ii. a review of a significant quantity of leases where tenants are holding over and where rent reviews and/or uplifts haven't been applied
 - iii. a reduction in the cost of interim staff in Assets & Regeneration

- i) Some transformation savings will require investment in new technology or new solutions to achieve new ways of working or development of customer platforms. These will be subject to business case approval.

19.47 There are a number of items in the list above which have been identified as having the possibility of a significant influence on the budget. As these are known, it is therefore crucial that within the directorate robust action plans are put in place to ensure the risks which have been foreseen, are closely monitored and mitigated.

19.48 The Joint Archives Board met on the 8 November 2023 and set out the 2024/25 budget considerations. The proposals are based on assumptions and principles that are consistent with those used for the rest of the Dorset Council budget. The recommendation was agreed that the Joint Archives Service face a “standstill” budget. That assumption has been built into the overall Dorset Council 2024/25 budget assumptions.

[JAB Nov 2023 Budget Monitoring and Budget 2024-25 Report.pdf \(dorsetcouncil.gov.uk\)](#)

Public Health Dorset

19.49 Public Health Dorset is a shared service established to provide public health functions to the two unitary authorities, Dorset Council and BCP Council. In order to fulfil statutory duties to improve health and wellbeing, and reduce inequalities in health, both Councils receive a ring-fenced grant from the Department of Health and Social Care. This is passed to councils via the DLUHC. The grant must be used to provide mandated public health services, but it can also be used to support wider interventions to improve health and wellbeing.

19.50 Each of the Councils retains part of the grant to deliver services outside the scope of the shared service agreement, but still within grant conditions.

19.51 When announcing the 2023/24 Grant allocations, Local Authorities were advised of an **indicative** allocation for 2024/25 of £15.288m equating to £39.53 per head based on population projections.

19.52 On 7 December 2023 the joint board agreed that the growth in this allocation would be retained by each respective partner Council. Each partner received delegation to the Director of Public Health in consultation with the Portfolio holders and section 151 officers to allocate towards enhancing service delivery in line with the conditions of the grant i.e. to support public health outcomes in each Council.

Corporate Services

19.53 The overall budget proposed for Corporate Services is an increase of £2.7m, to £38.369m.

19.54 The proposals incorporate identified budget pressures of £4.1m partially offset by cost reductions of £1.4m. The increase is largely related to pay, pension and inflationary changes together with reductions in some income streams. Further details are identified in Appendix 1.

- 19.55 Corporate Services consists of the Corporate Development Directorate, Business Insight, Intelligence and Communications, and the Legal and Democratic Services teams.
- 19.56 From January 2024 Customer and Cultural services will move from the Place Directorate to the Corporate Development directorate. Budgets will be realigned and reported on in the Quarter 4 2023/24 financial management report.
- 19.57 The role of Corporate Services is fourfold:
- a) to set strategic direction and support performance, strategy and delivery
 - b) to provide direct support and services to residents (e.g., the Revenues and Benefits team and the Land Charges Service)
 - c) to support the rest of the organisation so they can provide the best services they can within financial and legal constraints.
 - d) to provide those essential corporate & democratic services required of a Council of our size and scale.
- 19.58 During 2023/24 the department has continued to provide crucial services which have enabled the Council to function as well as continuing to deliver significant front-line response including business grants, enhanced business rates reliefs, and other national initiatives.

20 Transformation and savings opportunities

- 20.1 Work continues to identify savings and transformation over the longer term for continuing input into the MTFP and the Budget Strategy. This work is regularly reviewed through the relevant Boards and Committees.
- 20.2 As part of setting the 2024/25 budget a required saving from the Our Future Council transformation programme is £12m.

- 20.3 In November 2022, cabinet endorsed “Our Future Council” transformation programme to support the council in delivering a balance budget, as set out in the medium-term financial plan. The Council committed to transforming the way council services operate through use of technology, improving how systems operate, enabling customers to self-serve, through improved online access, and by reviewing our existing and future use of assets. This is aligned with the council’s priority of ‘becoming a more responsive and customer focused council’.
- 20.4 Through this programme the council aims to move beyond convergence and comprehensively review how it is organised and how we could work even more closely with our communities and partners. Central to this 7-year transformation plan is a renewed emphasis on our priorities, customers, and communities, with a resolute commitment to placing people and outcomes above our internal organisational boundaries and bureaucracy.
- 20.5 Recognising any major transformation programme will require time to deliver during 2024/25 any non-delivery will be underwritten by use of reserves. This may seem like stating the obvious, as any overspend experienced in a financial year which cannot be offset elsewhere during the year ultimately results in a drawdown of reserves. The reason for including this statement in the report is to be explicitly clear with the Council that this will be required in the event the savings requirement is not achieved in-year.
- 20.6 The Council has a track record of delivering significant savings since becoming a Unitary, as evidenced by the report to Cabinet in September 2023 outlining savings delivered so far are in excess of £96m. This track record of delivery provides a level of assurance that the required OFC savings are achievable.
- 20.7 There have been well documented instances of Local Authorities setting transformation targets which have for one reason or another not been delivered. This is therefore a commitment which cannot be made lightly, and in the event that the savings requirement is not met by the time the Council sets it’s 2025/26 budget, then these savings will need to be made another way. This offer of an effective ‘underwrite’ is for 2024/25 only.
- 20.8 This underwrite, provides a financial buffer to allow the work to be brought forwards and delivered during 24/25, with the full year effect being realised in 25/26 at the latest.
- 20.9 Therefore, to allocate up to £12m reserves in this way is seen as temporary, not recurrent.

21 Risk

General uncertainty, the pandemic and a single-year settlement

- 21.1 There is risk in any set of budget proposals. Like every council – and Government itself - we are facing a number of potential scenarios each of which carry varying levels of volatility and uncertainty in our planning assumptions. Whilst Government has provided some policy ambition for 2024/25, these aims will be subject to the regular process of consultation as well as national and global events between now and when the next settlement is announced.
- 21.2 The Council is limited in what can be done at this stage to mitigate much of the environmental and economic risk, but we will remain focused on delivery of the work programmes required to support services to Dorset's residents, within the budget available. Continuous monitoring of the agreed budget will be key to ensuring we keep abreast of the operating environment and make important, well-informed, timely decisions about our activities and their consequences.
- 21.3 As the following risks have been somewhat foreseen, it is crucial that the Council continues to develop and deploy appropriate mitigation measures if these risks, or new risks materialise.

Inherent volatility in demand

- 21.4 The continued economic uncertainty means there remains considerable risk around our planning assumptions for growth in demand and pressure on costs. The funding proposals set out in this paper provide for reasonable forecasts of growth in demand for Adults' Services and Children's Services but both locally and nationally, demand for people services continues to challenge capacity and budgets.

Transformation and savings risks

- 21.5 Included within the proposals are a £12m savings requirement to be delivered. As mentioned earlier in the report there is an inherent risk in any transformation programme or other tactical savings plan in ensuring the right work is done in sufficient time to realise savings in line with the plan. These things are not always entirely within the Council's control – some will involve consultation; others require specific resources to be deployed to deliver them. As we saw during the pandemic and have continued to see during 2023/24 with Dorset being required to respond to National initiatives sometimes these plans cannot be delivered because officer time and effort is reprioritised elsewhere on urgent but unplanned activities that arise.

Inflation

- 21.6 For the purposes of this report, references to inflation are typically referring to the Consumer Prices Index (CPI) produced by the Office for National Statistics (ONS). This tracks how prices have changes in the 12 months prior.
- 21.7 There is also still significant inflationary pressure in the economy. The November 2023 inflation rate eased to 3.9% and opinion remains divided on whether this is a shorter-term, temporary phenomenon, or whether it will be longer-term, and sustained. Either way, it is important for the Council to include an element of price increases in its financial plans although we cannot provide for all of this because our budgets are effectively cash limited.
- 21.8 Whilst inflation has eased, this does not mean prices are reducing. Prices are still continuing to rise, just more slowly. This is a subtle, but significant point when setting a £376m budget.
- 21.9 As an example, based on ONS figures, a service which cost £100m in November 2021, if increased by CPI 10.7% would cost £110.7m in November 2022. By November 2023 CPI now means this costs £115m. Therefore, the cost has effectively increased by 15% over 24 months. This demonstrates the level of pressure faced when setting the 2024/25 budget.

Illustrative example of compound impact of CPI since November 2021				
Cost in Nov'21 (£)	CPI Nov'22	Cost in Nov'22 (£)	CPI Nov'23	Cost in Nov'23 (£)
100	10.70%	110.70	3.90%	115.02
300	10.70%	332.10	3.90%	345.05
375	10.70%	415.13	3.90%	431.31

- 21.10 Our approach to inflation to provide for general inflation at 3.2% and further specific inflation within service budgets where we know there will be particular pressures. It will be necessary for us to continue to carry out effective contract management so that we ensure that a robust and value for money approach is taken to supplier increases. We cannot afford to simply increase contract prices by inflation. We will work positively with our supply chain to discuss all aspects of contract performance – including pricing – but this must be within the context of overall affordability within the Council's budget. It is also the reason that we are recommending that some of the unallocated funding from the settlement is added to contingency for the time being.

High Needs Block

- 21.11 Dorset Council, like many other authorities nationally, has an accumulated overspend on the High Needs Block (HNB) of the Dedicated Schools Grant (DSG).
- 21.12 The Regulations in place to provide for the current accounting treatment of this deficit were due to fall away on 1 April 2023 but this has now been deferred until 1 April 2026. The immediate risk of this overspend falling to the Council to fund has therefore subsided but longer-term risk remains that the overspend will fall to be funded by councils.
- 21.13 As mentioned earlier in the report Dorset Council is already implementing an ambitious plan to deliver additional, high-quality capacity and to achieve outstanding provision within the budget envelope, but this will take time as well as the resources the Council has already committed to the programme. Dialogue with DfE continues as part of the government's national Safety Valve programme.

Future national strategy implementation

- 21.14 There is considerable risk around the implementation of future national strategies for care services. We know that adult social care cap and associated reforms have been deferred to October 2025 but as we have seen, additional funding is still being provided, as mentioned earlier the financial implications are not clear.
- 21.15 There are further reforms which will impact on the MTFP in due course and these will be built into the Council's financial model as and when more policy and financial detail is available.

Risk management and reporting

- 21.16 The Council has robust governance and reporting processes around risk and concerns around containing expenditure within the budget can be escalated through this framework at any time. The S151 Officer is required to provide assurance as part of the Budget Strategy, and this is set out later in this report.
- 21.17 The S151 Officer will continue to commission SWAP to review the work that has been done to underpin the assurance statement that is given in this budget report and that will be reported to the Audit and Governance Committee in due course.

22 Reserves, balances, contingency and resilience

General funds

- 22.1 The balance of Dorset Council's general fund closed at £34.75m on 31 March 2023. Any overspend in the current year will impact on that balance unless it is financed via the use of other reserves.
- 22.2 In 2018 the Shadow Council commissioned an independent report from the Chartered Institute of Public Finance and Accountancy (CIPFA) which recommended that the Council should retain a **minimum of 5%** of its budget requirement as a general fund reserve. The S151 Officer recommends this approach is continued for 2024/25 and with reference to the net budget requirement calculation set out in Appendix 1, Cabinet is recommended to agree a **minimum level** for the general fund of £18.8m.
- 22.3 However, as in previous years with similar risk and volatility of planning assumptions, prudence would suggest a need to hold a higher level of general reserves to provide for risks which are not mitigated through specific, earmarked, reserves. Cabinet is therefore recommended to continue to set a level of general reserve at 10% of its budget requirement. This 10% recommendation sets an operating range therefore be set between £18.8m to £37.6m. Outside of these parameters, intervention will be required to lower or raise the general fund balance.
- 22.4 As reported in the 2022/23 outturn [report](#) General Fund reserves have increased from £28.2m as at 31st March 2020 to £34.75m as at 31 March 2023. An update on the reserves position as at 31st March 2024 will be included in the 2023/24 outturn report presented to Cabinet in the summer of 2024. The increase in General Fund reserves demonstrates the continued commitment to this prudent financial management.

Other reserves and reserves strategy

- 22.5 As well as the general fund, the Council has other earmarked reserves which are earmarked for a specific purpose. Typically, these are set aside to mitigate against specific risks that may arise during the year or beyond or they are restricted to only being used for a specific purpose e.g. s106 balances. These reserves cannot be repurposed without impacting on the mitigation they provide against the risk profile of the organisation. A fuller narrative on risks and reserves was provided as part of the 2022/23 outturn [report](#) to Cabinet and no change to those reserves is proposed at this stage other than for the general fund.
- 22.6 As reported in the 2022/23 outturn [report](#) earmarked reserves have increased from £85.4m as at 31st March 2020 to £140.9m as at 31st March 2023. An update on the reserves position as at 31st March 2024 will be included in the 2023/24 outturn report presented to Cabinet in the summer of 2024.

22.7 In its policy announcement on 12 December, Government signalled its intention to sustain focus on the levels of councils' reserves, particularly given the substantial increases in balances seen at some councils during the pandemic years. The Government will explore a potential user-friendly publication on local authority reserves, using data currently collected through the local authority revenue expenditure and financing (outturn) statistics. The exact use to which this information will be put remains uncertain at this stage.

Contingency budget

22.8 It is prudent for any organisation to set a contingency budget to provide for unforeseeable circumstances arising during the year. The key is to set the contingency budget as accurately as possible, so it strikes a good balance between allowing the organisation to manage risk whilst not causing a diversion of material funds away from front line services where there are clearly continuing pressures.

22.9 For 2023/24, the contingency budget was set at £8.6m and provided for some fairly specific risks around inflation and pay award costs being in excess of funding provided in services own base budgets. These risks remain, although as part of the proposed 2024/25 budget a number of these risks and reasons for using the contingency in 2023/24 have now been provided for as part of rebasing some elements of the budget in 2024/25. As a result there is the potential to prudently reduce the amount required in the contingency budget. Therefore, it is recommended that the Council sets the contingency budget at £5m.

Resilience

22.10 The proposed level of the general fund, the specific, earmarked reserves available, and the contingency budget all support resilience alongside a robust budget process that has taken place during the budget setting process.

22.11 The Council is also continuing to develop its value for money framework and reports are regularly taken to Audit & Governance Committee on this subject. Value for money is a key and continuing cornerstone of good governance and it is essential that it is embedded in every financial decision we make. Given the financial pressures that are building in the system, and continuing price and demand pressures on the Council's budgets, value for money is essential in managing what are essentially cash-limited funds whilst delivering excellent value services for residents.

23 Capital programme

- 23.1 The Council's capital programme has been significantly impacted by inflation in the construction sector which continues to cause delays to work.
- 23.2 Increases in the Minimum Revenue Provision budget (MRP) and Interest Paid budget have been factored in to the 2024/25 revenue budget to meet the needs of the existing capital programme. Since the capital programme was set, interest rates have continued to rise which has meant the revenue impact to the capital programme has increased.
- 23.3 At this stage, the S151 Officer is therefore advising against further projects being approved as part of the budget setting process. If the Council proceeds within the currently agreed capital total, there will be no further pressure on the revenue budget in 2024/25.
- 23.4 Given the finite resources, both in terms of financial resources as well as capacity within staff/contractor resources the Capital programme over the short term is essentially fully committed.
- 23.5 However, there are opportunities to deliver additional projects through exploring the following options:
- a) **Self-funding** – projects which deliver future reduced costs or generate income that are at least equal to the financing costs of the delivery are able to be added to the programme without putting further pressure on central financing costs. Examples of this could include housing projects where the cost of spot purchasing short term temporary accommodation is more expensive than the fixed financing costs and ongoing property management costs.
 - b) **Increased capital receipts** – the capital programme assumes £10m of receipts over the 5-year plan. In the event that additional capital receipts are realised, this can be used to fund further capital delivery without incurring additional interest costs.
 - c) **Changes to interest rates** – The UK is currently experiencing much higher interest rates than have been seen in recent years. At the time of writing 30 year borrowing via PWLB is in excess of 5%. If interest rates were to materially reduce, this would reduce the financing costs associated with capital programmes. This could mean the current budgets for interest payable, could then be allocated to new projects as the Council could afford higher levels of capital spend.
 - d) **External contributions** – projects which are fully or partially funded by external contributions (grants, S106/CIL, developers' contributions etc.) all have reduced financing costs as these external contributions reduce the amount of money required to be borrowed to deliver the scheme.

23.6 The Capital Strategy and capital programme for the MTFP period, which totalled almost £350m, was agreed by Cabinet in March 2023. Since that date there have been further updates, so the programme as at Q3 of 2023/24 stands at £372.9m for the next five years, as summarised in the table below.

Capital Programme	Forecast	Total Budget				
	2023/24	2024/25	2025/26	2026/27	2027/28	Total Budget 23/24-27/28
Full external funding	7,227	14,656	485	95	0	22,463
Partial external funding	58,485	28,026	0	0	0	86,511
Partial external funding	0	33,503	23,652	28,838	0	85,993
Council funded	19,781	43,219	26,302	(6,278)	(10,400)	72,624
Funded from other Reserves	0	0	0	0	0	0
Capital Receipts Applied	2,000	5,000	1,000	1,000	1,000	10,000
Minimum Revenue Provision	10,588	11,566	12,966	14,116	17,000	66,236
Self Funded	698	13,375	11,565	2,565	914	29,117
Spend & financing profile revision		(30,000)	30,000			
Total funding	98,779	119,345	105,970	40,336	8,514	372,944

23.7 The budget movements in 2023/24 are outlined in the table below;

Directorate	01/04/2023	Adjustments	Re-profiling	New funding	31/12/2023
	£,000	£,000	£,000	£,000	£,000
Adults & Housing	17,346	4,220	-15,202	4,916	11,280
Childrens	17,580	152	-12,720	6,480	11,492
Place	95,501	-8,683	-41,940	27,028	71,907
Corporate	4,978	12,012	-13,390	500	4,100
Total	135,405	7,702	-83,252	38,924	98,779

23.8 The spend to date against the 2023/24 capital budget is shown below:

Project spend	No. of projects	Project Budget	Actual spend	Variance	% Spent
		£,000	£,000	£,000	
Adults & Housing	18	11,280	8,876	2,404	79%
Childrens	18	11,492	8,205	3,287	71%
Place	150	71,907	47,976	23,930	67%
Corporate	10	4,100	1,466	2,634	36%
Total	196	98,779	66,523	32,256	67%

23.9 There are likely to be further projects and programmes that arise during the year through funding from external resources, and these will be incorporated into the programme and reported to Cabinet each quarter.

23.10 Members may wish to note the proposals to continue with a capital contingency budget and a minor works budget. Both of these currently work well and allow flexibility to address unforeseeable pressures that arise in the year without recourse to Cabinet in advance.

24 Engagement with and scrutiny of the budget

24.1 The proposals set out in this Budget Strategy and MTFP have been developed over a considerable period. The Council operates a ten-year, rolling financial model and this is consolidated into a five-year MTFP, the first year of which is the budget. Although the proposals for 2024/25 have therefore been some time in the making, it is in the year of preparation that any budget proposals come under most scrutiny.

24.2 In order to make the development of the budget inclusive, there have been a number of cross-party engagement sessions for all members as well as specific budget task and finish groups which have taken place during the year. There are also specific directorate-focused arrangements in place for Portfolio Holders and Lead Members and any member can ask questions or request information about financial management at any point.

24.3 As well as quarterly financial reports to Cabinet to keep all members abreast of budget development, there is also a separate and specific paper on early stages of budget process, principles and strategy which went to Cabinet in November 2023. Following this, was a good level of member engagement before during and after the two informal briefing events that took place prior to the meeting of the People and Health Scrutiny Committee and the Place and Resources Scrutiny Committee on 12 & 17 January 2024. Feedback from both Committees along with Cabinet responses is set out in Appendix 6.

24.4 Cabinet has received all of these, post-scrutiny proposals for consideration and recommendation to full Council in February 2024.

25 Consultation, communication and equality

25.1 The 2024/25 budget proposals are driven by the Dorset Council Plan and priorities. The Plan was initially agreed by Council in February 2020 following wide consultation with partners, the public, local businesses, Town and Parish Councils, employees, and other stakeholders throughout Dorset. More than 1,600 responses were received through the consultation, and these were used to shape - and continue to shape - the new Council's priorities, as reflected in the budget proposals and MTFP.

25.2 As an integral part of the Council's budget planning, the process of setting Council Tax involves consultations with major precepting authorities, including the Office of the Police and Crime Commissioner, the Dorset and Wiltshire Fire and Rescue Service, and local precepting authorities such as town and parish councils. During this budgetary procedure, the Council engages with these preceptors to thoroughly understand and incorporate their individual budget requirements. These consultations specifically focus on proposed plans for Council Tax levels and the respective precept needs of the preceptors.

25.3 This collaborative approach ensures that Council Tax rates are set in a manner that aligns not only with the Council's financial strategy but also takes into account the needs of the

preceptors within our community.

25.4 The Executive Director for Place also leads consultation with the business sector and managers throughout the organisation share information regularly with businesses in the supply chain to ensure they are aware of and can contribute to the conversations around priorities and resources.

26 S151 Officer assurance

26.1 Part 2 (Section 25) of the Local Government Act 2003 requires officers with responsibilities under s151 of the Local Government Act 1972 to make a statement regarding the robustness of estimates and the adequacy of reserves at the time the budget is set.

26.2 There are also other safeguards aimed at ensuring local authorities do not over-commit themselves financially. These include:

- a) the Chief Financial Officer's powers under section 114 of the Local Government Act 1988, which requires a report to the Cabinet and to all members of the local authority if there is or is likely to be unlawful expenditure or an unbalanced budget;
- b) the Local Government Finance Act 1992, which requires a local authority to calculate its budget requirement for each financial year, including the revenue costs which flow from capital financing decisions. The Act also requires an authority to budget to meet its expenditure after taking into account other sources of income. This is known as the balanced budget requirement;
- c) the Prudential Code, introduced under the Local Government Act 2003, which has applied to capital financing and treasury management decisions;
- d) the assessment of the financial performance and standing of the authority by the external auditors, who give their opinion on the Council and the value for money it provides as part of their annual report to those charged with governance.

26.3 The robustness of the budget critically depends on the maintenance of a sound financial control environment including effective financial management in each of the Council's service directorates. Dorset Council's scheme of financial management sets out the responsibilities of all those involved in managing budgets and incurring commitments on behalf of the Council. The revised financial strategy statement is also a key document in setting out financial management arrangements, responsibilities and strategy for the Council.

- 26.4 Whilst financial projections are based on realistic assumptions, known demand and well-formed models, some budgets are subject to a degree of estimation error as actual expenditure can be determined by factors outside of the Council's control, for example demand for provision for adults with complex needs. Some activity is also subject to more volatility and things can change very quickly and unexpectedly.
- 26.5 It is also generally not appropriate or affordable to increase budgets simply to reflect overspends in current or previous years. A reasonable degree of challenge to manage within the resources available is necessary and monitoring of expenditure, in order to take corrective action if necessary, is particularly important during a time of budget reductions.
- 26.6 The Council has well-developed arrangements for financial monitoring during the year. Budget performance is reported quarterly through the Cabinet and scrutinised by a number of other committees, including Audit & Governance Committee. There is also a well-defined model of finance staff working as business partners alongside service managers to support financial management and control. The Council's financial management system also operates on a self-service basis, enabling all officers to interrogate financial information at any point in time.
- 26.7 Finance business partners routinely report to Directorate Leadership Teams each month and the S151 Officer meets weekly with the Cabinet Member for Finance, Commercial & Capital Strategy. There is also an officer group - Capital Strategy and Asset Management Group (CSAM) - that monitors progress against the current capital programme and deals with the pre-Cabinet governance arrangements for managing the bidding and financing process for all capital expenditure proposals to Cabinet.
- 26.8 Member involvement in budget development has been extensive again this year, particularly through meetings of the Performance Leadership Board, regular update reports to the Portfolio Holder, Leader and Deputy Leader, the wider Cabinet and in all-member briefings as well as the task and finish groups.
- 26.9 The budget itself has also been subjected to all-councillor scrutiny, firstly through two briefing sessions, led by Portfolio Holders and Executive Directors, then more formally through the People and Health, and the Place and Resources Scrutiny Committees which were held in January 2024. These budget proposals have therefore been developed by the Council's officer group, led by the Executive Directors, and with significant input from members, and co-ordination by the finance team. In order to gain further assurance about the affordability of the Council's strategy and plans, each Executive Director is taking personal responsibility for their budget through a formal sign-off process which will also form part of their performance assessment during the year.

- 26.10 I also consider the levels of reserves, as set out earlier in this report, to be adequate for the risks that the Council is currently able to anticipate. The deferring of the end date of the Regulations around the DSG overspend is helpful in providing this assurance but the longer-term risk remains and the Council is focused on delivering the conditions of the Safety Valve agreement which will eventually remove this risk.
- 26.11 Despite the steps taken to gain assurance and the processes, controls and monitoring that the Council has in place, the challenge and complexity of managing activity and associated expenditure within these estimates should not be underestimated. Against the backdrop of the events of the last two and a half years, and our inability to be more certain over funding arrangements beyond the first year of our MTFP, the future will therefore remain challenging and balancing future years' budgets will require sustained transformation. Continued, close monitoring – as referenced in our processes, above - will be required during the year and prompt action will be needed if performance and forecasts vary materially from budget.

27 Summary and conclusions

- 27.1 The financial climate remains extremely challenging. Although the Spending Review will allow us to make progress in many key areas of transformation and service improvement, a single-year settlement for local government still hampers our ability to invest effectively in future service strategy.
- 27.2 There are clearly still challenges ahead meaning the Council started planning for 2024/25 early to develop and implement robust plans to fit within our assumed budget envelope and to keep all members well informed around budget development and strategy.
- 27.3 Members of the two scrutiny committees have considered the information in the draft budget proposals as part of their scrutiny processes and their feedback and recommendations are set out in Appendix 6 for Cabinet's consideration.
- 27.4 Whilst I believe these budget estimates to be robust and that reserves are adequate, significant risk remains due to the global economic environment.

Aidan Dunn
Executive Director of Corporate Development

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Appendix 1 – Budget summary

Original Budget 2024/25	£'000 Pay	£'000 Non-Pay	£'000 Fees & Charges	£'000 Grants /Funding	£'000 Movement in Balances	£'000 Net Budget (2024-25)
People Services – Adults & Housing	33,835	214,532	(70,288)	(23,431)	(261)	154,387
Service user related	253	191,016	(55,341)	(16,398)	0	119,531
Adult Care Ops	21,834	330	(4,910)	(106)	0	17,147
Commissioning	5,375	12,549	(4,973)	(4,291)	(261)	8,399
Director Office	799	3,114	0	(736)	0	3,177
Housing	5,158	7,521	(5,063)	(1,900)	0	5,716
Building Better Lives	416	2	0	0	0	418
Corporate Development	33,744	77,510	(12,793)	(64,804)	(2,975)	30,682
Finance & Commercial	12,552	71,343	(9,001)	(64,804)	0	10,090
Human Resources	6,150	354	(2,253)	0	(279)	3,971
Digital & Change	3,102	91	(102)	0	(748)	2,343
ICT Ops	5,848	4,240	(1,320)	0	0	8,768
Director	(88)	155	0	0	0	67
BI & Performance	1,382	19	0	0	0	1,401
Comms & Engagement	1,253	159	(37)	0	0	1,375
Community Grants	386	972	0	0	0	1,358
Chief Executive Office	1,136	173	0	0	0	1,309
Transformation	1,494	0	0	0	(1,494)	0
Climate & Ecological	530	4	(81)	0	(454)	0
Place	73,798	108,169	(65,865)	(5,816)	(311)	109,975
Economy, Infrastructure, Growth	25,910	59,000	(27,511)	(4,799)	(645)	51,955
Place	34,936	37,520	(27,051)	(684)	588	45,309
Customer Services, Libraries, Archives	7,552	2,358	(1,756)	(333)	0	7,822
Directors Office	499	1,687	(1)	0	0	2,185
Assets & Regeneration	4,900	7,605	(9,547)	0	(254)	2,704
People - Children	50,962	54,137	(7,307)	(13,329)	0	84,462
Quality and Assurance	2,922	210	(329)	(19)	0	2,784
Care & Protection	22,379	44,801	0	(4,341)	0	62,838
Commissioning & Partnerships	8,020	(2,882)	(3,314)	(667)	0	1,158
Education & Learning	13,686	3,508	(2,316)	(1,659)	0	13,219
Director's	3,954	8,500	(895)	(6,643)	0	4,916
DSG Recharge	0	0	(454)	0	0	(454)
Legal & Democratic	5,973	2,853	(1,139)	0	0	7,687
Assurance	1,227	585	(61)	0	0	1,751
Democratic & Electoral	1,145	2,118	(136)	0	0	3,127
Land Charges	482	1	(750)	0	0	(268)
Legal	3,119	150	(192)	0	0	3,077
Public Health	4,284	22,859	(13,521)	(13,622)	0	0
Public Health	4,284	22,859	(13,521)	(13,622)	0	0
Central Finance	7,178	10,897	(4,697)	(29,147)	4,829	(10,939)
General funding	5,473	(167)	(697)	(29,034)	(12,041)	(36,467)
Capital financing	0	10,257	(4,000)	0	11,901	18,158
Contingency	0	0	0	0	4,969	4,969
Precepts	0	788	0	(112)	0	676
Retirement Costs	1,705	19	0	0	0	1,725
Total Non-Schools Budget	209,774	490,957	(175,610)	(150,149)	1,282	376,254
Schools Budget	0	330,108	0	(330,108)	0	0

Original Budget 2024/25	£'000 Pay	£'000 Non-Pay	£'000 Fees & Charges	£'000 Grants /Funding	£'000 Movement in Balances	£'000 Net Budget (2024-25)
Budget Requirement 2024/25	209,774	821,064	(175,610)	(480,257)	1,282	376,254
FUNDING						
Business rates Top Up						(63,976)
Revenue Support Grant (RSG)						(698)
Council Tax Surplus						(307,876)
New Homes Bonus						(938)
Rural Services Delivery Grant						(2,766)
						(376,254)

Appendix 1b

Cost type analysis – budget 2024/25

Cost Type	Original Budget 2024/25 £'000
Internal Charges (Expenditure)	9,467
Authority (Democratic) Costs	1,939
Pay Related Costs	209,774
Premises Related Costs	22,822
Transport Related Costs	35,719
Supplies and Services	445,450
Transfer Payments	133,029
Levies & Precepts	788
Third Party (Contracted Out) Payments	170,906
Net Schools Budget	945
Contingency and Movement in Reserves	1,282
Gross Expenditure	1,032,121

Government Grants (Specific)	(480,257)
Income, Fees & Charges	(175,610)
Gross Income	(655,867)

Budget Requirement	376,254
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Council Tax	307,876
Business Rates	63,976
New Homes Bonus	938
Rural Services Delivery Grant	2,766
Revenue Support Grant	698
Total Funding	376,254

Appendix 1c

Dorset Council summary movements in budget 2023/24 to 2024/25

	Adjusted base budget 23/24	Draft base budget 24/25	Increase in base after adjustments	%
Adults & Housing	£147,218,371	£154,387,356	£7,168,985	5%
Childrens	£77,760,595	£84,462,153	£6,701,558	9%
Corporate	£35,626,263	£38,368,703	£2,742,440	8%
Place	£86,648,730	£109,974,703	£23,325,973	27%
Central Finance	£299,017	(£10,939,359)	(£11,238,376)	N/A
Total	£347,552,976	£376,253,556	£28,700,580	8%
Council Tax, Business Rates and Central Grants Funding	(£347,552,976)	(£376,253,556)	(£28,700,580)	8%

Appendix 1d

Adults Services & Housing – summary of movements

Adults and Housing base budget position 2023/24 after adjustments	£147,218,371
Pay inflation	£1,391,184
General Inflation	£6,130,881
Fees and Charges income	(£1,726,747)
Gas and Electricity costs	£154
Cost of increments & pay award	£950,234
Increase in business rates	£3,119
<u>Pressures</u>	
Growth in Adults	£6,920,160
Housing Benefit subsidy shortfall	£1,500,000
<u>Savings</u>	
Market management	(£5,000,000)
Working age accelerator	(£500,000)
HomeFirst Accelerator	(£926,000)
Accommodation with support	(£74,000)
Commissioned Community Care	(£1,500,000)
Adults and Housing current base budget for 2024/25	£154,387,356
Increase in base	£7,168,985

Appendix 1e

Corporate Development and Legal & Democratic Services – summary of movements

Corporate Services base position 2023/24 after adjustments	£35,626,263
Pay inflation	£1,802,013
General inflation	£141,153
Fees and Charges income	(£198,624)
Gas and Electricity costs	£0
Cost of increments & pay award	£1,014,056
Pressures	
Pay awards for 23/24 & 24/25 will increase Apprenticeship Levy	£70,220
Scrutiny Support Officer	£46,586
Graduates	£45,800
LGA registration Fees	£6,400
IT additional costs for DC overall support	£614,000
Income shortfall due to reduced demand	£63,000
External Audit Fees	£288,700
Savings	
Automate invoice processing within the financial exchequer team	(£30,000)
Improved debt recovery by centralising invoicing/debt function – saving the organisation money in reduced debt write offs. Value is the net effect as would bring in an additional post to chase more debt.	(£150,000)
Risk based budget monitoring	(£50,000)
IT Savings	(£741,000)
Climate business rates retention	(£179,864)
Corporate Services current base budget for 2024/25	£38,368,703
Increase in base	£2,742,440

Appendix 1f - Place – summary of movements

£

Place base position 2023/24 after adjustments	£86,648,730
Pay inflation	£3,306,365
General inflation	£1,599,004
Increase in business rates	£176,920
Fees and Charges income	(£2,522,236)
Gas and Electricity costs	£398,417
Additional cost of pay award & increments	£2,814,808
Pressures	
Reduction in school joint use allocation	£729,995
DIY charges at HRC	£500,000
Permanent base budget of CD Assets and Property	£157,500
Realignment of DMR budget	£1,079,000
Leisure contracts increase	£54,000
Community Safety costs	£45,000
Waste disposal tonnages	£364,000
Housing cost recovery - saving no longer being achieved	£65,000
Public toilet closure - saving no longer being achieved	£84,000
Tourism income not achieved	£40,000
Ash die-back costs	£150,000
Coast and Greenspace general pressure	£17,000
Leisure general pressure	£3,000
Flood and coastal general pressure	£42,000
Dorchester Market	£68,000
POPs pressure	£508,000
Waste operations general pressure	£384,000
Fleet staff savings no longer being achieved	£50,000
Dorset Travel overspend in 2023/24	£6,900,000
Waste strategy contract prices over and above inflation	£452,000
Dorset Travel growth for 2024/25	£5,100,000
Waste Strategy HRC uplift	£234,000
Apprentices for Greenspace	£220,000
Out of Hours Service (full year effect - £400k)	£140,000
Realignment of Car Parking income	£3,500,000
Realignment of premises related costs	£304,600
Planning reduction of income	£900,000
Savings	
Coombe House & SWH income	(£100,000)
Withdrawal from QE	(£331,000)

Asset & regeneration operational savings	(£140,969)
Waste trade and garden additional income	(£500,000)
Glass recycle savings	(£325,000)
Realignment of fuel	(£250,000)
Place Service operating efficiencies	(£582,000)
Economic Growth & Infrastructure Vacancy/Sickness management	(£484,000)
Highways operating efficiencies	(£225,000)
Increase in Highways income	(£484,299)
Increase income from Libraries, CSU and Archives	(£165,000)
Customer Services operating efficiencies	(£190,056)
Archives operating efficiencies	(£55,000)
Libraries operating efficiencies	(£47,000)
Holiday lets - trade waste	(£50,000)
Reduction in vehicle parts	(£30,000)
Place Services vacancy management	(£70,000)
Street cleaning reduction	(£350,000)
Reduction in agency costs - Waste ops	(£159,076)

Place current base budget for 2024/25	£109,974,703
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Increase in base	£23,325,973
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Appendix 1g - Children's Services – summary of movements

Children's base position 2023/24 after adjustments	£77,760,595
Pay inflation	£2,235,340
General inflation	£1,488,725
Fees and Charges income	(£112,591)
Gas and Electricity costs	£5,407
Increase in business rates	£9,986
Cost of increments & pay award	£1,383,773
Pressures	
Children in Care financial growth	£1,355,918
Grow our own social workers	£220,000
High Needs Recharges	£250,000
July forecast pressures	£2,000,000
Unaccompanied Children	£300,000
LAG Funding	£600,000
Removal of the part-traded services income target	£600,000
CWAD demand pressure	£500,000
B2SA Head of Service	£115,000
Savings	
Our Family Digital Offer	(£750,000)
Family Hubs	(£750,000)
Mockingbird	(£750,000)
Safeguarding Families Together	(£1,250,000)
Birth to Settled Adulthood	(£750,000)
Children's current base budget for 2024/25	£84,462,153
Increase in base	£6,701,558

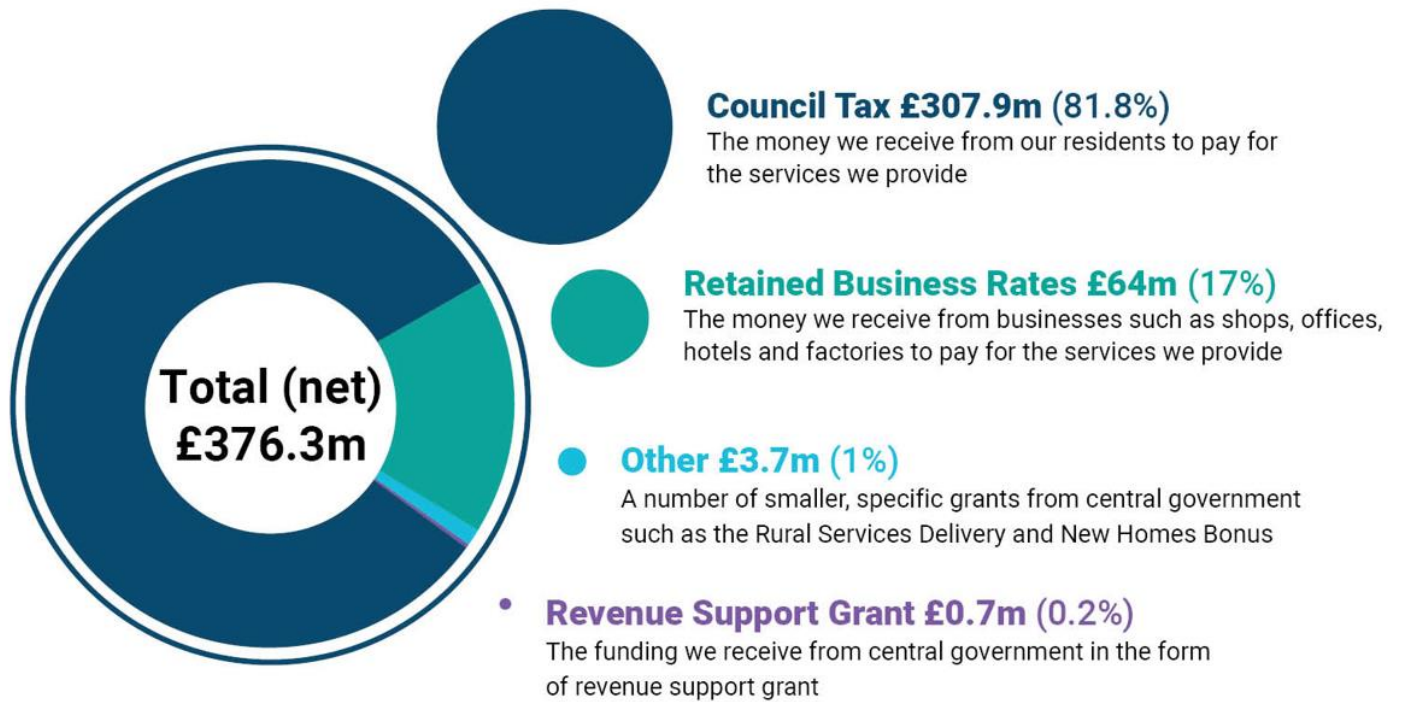
Appendix 1h

Central budgets – summary of movements

Central Finance base budget position 2023/24 after adjustments	£299,017
Changes to rates	(£190,025)
Decrease in grants	£141,980
Interest paid for capital programme	£660,000
Reduction in bad debt provision	(£500,000)
Contribution from Health	£2,500,000
Reduction in contingency	(£3,600,000)
Savings from Our Future Council Programme	(£12,040,831)
Increase in MRP	£1,500,000
Increase in levy costs	£50,500
LGPS secondary rate	£240,000
Central Finance current base budget for 2024/25	(£10,939,359)
Increase in base	(£11,238,376)

Appendix 1i
Sources of funding

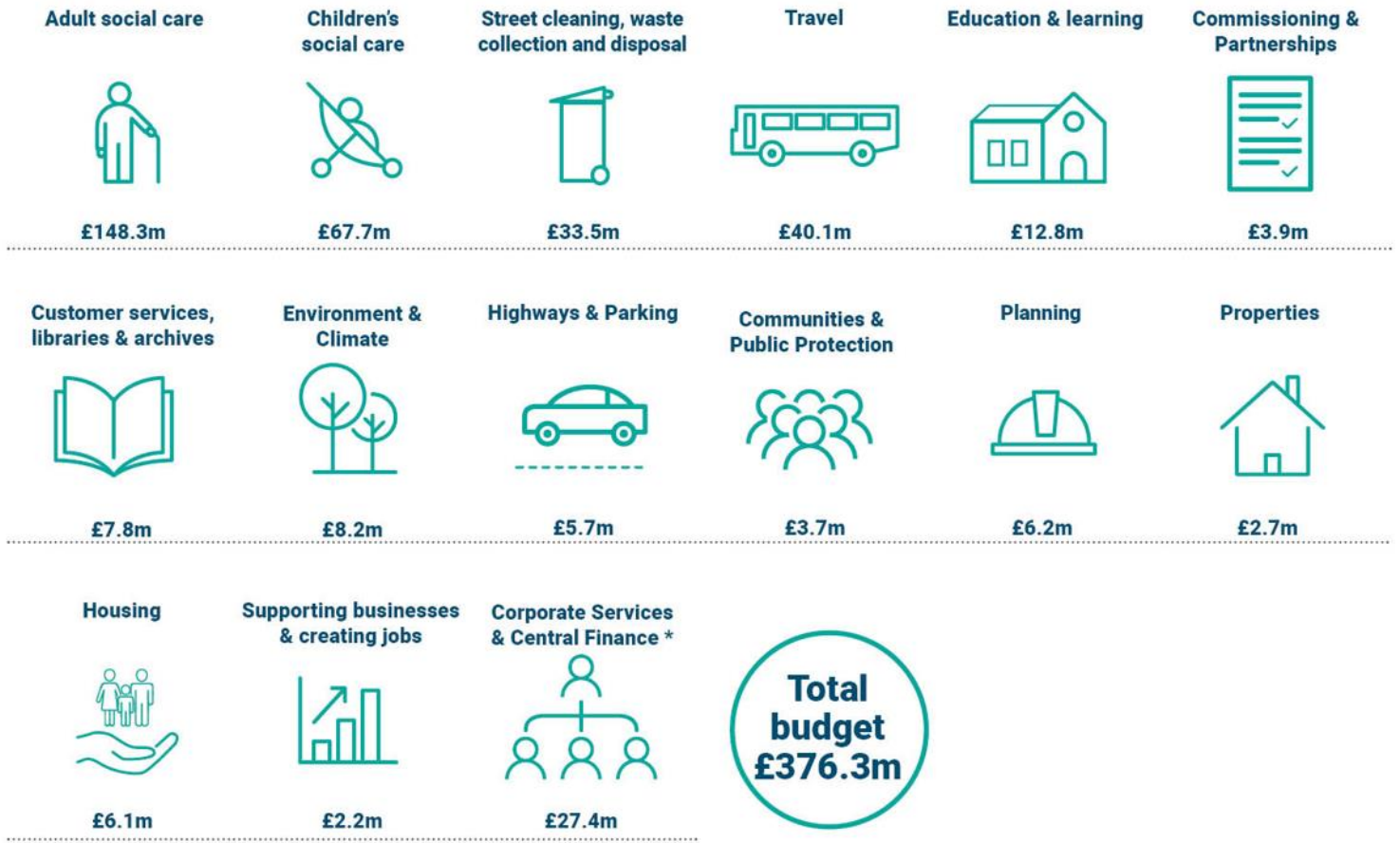
2024/2025 - Dorset Council sources of funding



Appendix 1j

How the budget is spent

2024/2025 - How will Dorset Council spend its money?



* Includes Revenues & Benefits, Finance, Procurement, Human Resources, IT, Legal and Democratic Services.

Appendix 1k – Budget changes from 2023/24 to 2024/25

	£'000 Net Budget 2024/25	£'000 Net Budget 2023/24	£'000 Change from 2023/24 - 2024/25
People Services - Adults	154,387	147,218	7,169
Service user related	119,531	118,417	1,113
Adult Care Ops	17,147	15,243	1,904
Commissioning	8,399	6,535	1,863
Director Office	3,177	2,606	572
Housing	5,716	4,030	1,686
Building Better Lives	418	387	31
Corporate Development	30,682	28,553	2,129
Finance & Commercial	10,090	9,006	1,084
Human Resources	3,971	3,538	433
Digital & Change	2,343	2,160	183
ICT Ops	8,768	8,581	188
Director	67	35	32
BI & Performance	1,401	1,323	79
Comms & Engagement	1,375	1,249	127
Community Grants	1,358	1,333	25
Chief Executive Office	1,309	1,161	148
Climate & Ecological	0	169	(169)
Place	109,975	86,649	23,326
Economy, Infrastructure, Growth	51,955	35,225	16,731
Place	45,309	40,959	4,350
Customer Services, Libraries, Archives	7,822	7,412	410
Directors Office	2,185	596	1,589
Assets & Regeneration	2,704	2,458	247
People - Children	84,462	77,761	6,702
Quality and Assurance	2,784	2,625	159
Care & Protection	62,838	57,437	5,401
Commissioning & Partnerships	1,158	4,034	(2,876)
Education & Learning	13,219	11,653	1,566
Director's	4,916	2,715	2,201
DSG Recharge	(454)	(704)	250
Legal & Democratic	7,687	7,073	614
Assurance	1,751	1,525	226
Democratic & Electoral	3,127	3,021	106
Land Charges	(268)	(369)	101

	£'000 Net Budget 2024/25	£'000 Net Budget 2023/24	£'000 Change from 2023/24 - 2024/25
Legal	3,077	2,896	181
Public Health	0	0	0
Public Health	0	0	0
Central Finance	(10,939)	299	(11,238)
General funding	(36,467)	(26,618)	(9,849)
Capital financing	18,158	15,998	2,160
Contingency	4,969	8,569	(3,600)
Precepts	676	626	51
Retirement Costs	1,725	1,725	0
Total Budget after adjustments	376,254	347,553	28,701

Appendix 3 – Capital Strategy 2024/25-2027/28

1. Introduction

- 1.1. This capital strategy report gives a high-level overview of how capital expenditure, capital financing and treasury management activity contribute to the provision of local public services along with an overview of how associated risk is managed and the implications for future financial sustainability.
- 1.2. Decisions made this year on capital and treasury management will have financial consequences for the Council for many years into the future. They are therefore subject to both a national regulatory framework and to local policy framework, summarised in this report.
- 1.3. This report is prepared in line with the requirements of the Chartered Institute of Public Finance and Accountancy's Prudential Code for Capital Finance in Local Authorities (the Prudential Code).

2. Capital Expenditure and Financing

- 2.1. Capital expenditure is where the Council spends money on assets, such as property or vehicles, that will be used for more than one year. In local government this includes spending on assets owned by other bodies, and loans and grants to other bodies enabling them to buy assets.
- 2.2. The Council's capital programme is included as Annex 1 to the capital strategy, with total planned capital expenditure in 2024/25 and the following two years is summarised in the table below:

Table 1: Prudential Indicator: Estimates of Capital Expenditure in £ millions

	2023/24	2024/25	2025/26	2026/27
Capital Expenditure	99	119	106	40

- 2.3. Service managers bid annually to include projects in the Council's capital programme. Bids are then appraised by the Capital Strategy and Asset Management Group (CSAM) based on a comparison of service priorities against financing costs and makes recommendations to Cabinet. The final capital programme is then presented to Cabinet and to Council for approval. Capital projects with the most beneficial impact on the revenue budget will be prioritised.
- 2.5. All capital expenditure must be financed, either from external sources (government grants and other contributions), the Council's own resources (revenue, reserves and capital receipts) or debt (borrowing, leasing and Private Finance Initiative). The planned financing of the above expenditure is as follows:

Table 2: Capital financing in £ millions

	2023/24	2024/25	2025/26	2026/27
Grants and contributions	66	43	0	0
Capital receipts applied	2	5	1	1
Reserves	0	0	0	0
Other revenue contributions	0	0	0	0
Debt	20	59	92	25
Minimum Revenue Provision (MRP)	11	12	13	14
TOTAL	99	119	106	40

- 2.6. Debt is only a temporary source of finance, since loans and leases must be repaid, and this is therefore replaced over time by other financing, usually from revenue which is known as Minimum Revenue Provision (MRP).
- 2.7. Alternatively proceeds from selling capital assets (known as capital receipts) may be used to replace debt finance. When a capital asset is no longer needed, it may be sold so that the proceeds can be spent on new assets or to repay debt. The Council is currently also permitted to spend capital receipts “flexibly” on service transformation projects until 2025/26. Repayments of capital grants, loans and investments also generate capital receipts.
- 2.8. The Council’s cumulative outstanding amount of debt finance is measured by the Capital Financing Requirement (CFR). This increases with new debt-financed capital expenditure and reduces with MRP and capital receipts used to replace debt. The Council’s estimated CFR is as follows:

Table 3: Prudential Indicator: Estimates of Capital Financing Requirement in £ millions

	31-Mar 2023 Actual	31-Mar 2024 Forecast	31-Mar 2025 Budget	31-Mar 2026 Budget	31-Mar 2027 Budget
Capital Financing Requirement	367	388	482	543	567

3. **Treasury Management**

- 3.1. Treasury management is concerned with keeping sufficient but not excessive cash available to meet the Council’s spending needs, while managing the risks involved. Surplus cash is invested until required, while a shortage of cash will be met by borrowing, to avoid excessive credit balances or overdrafts in the bank current account.

Borrowing strategy

- 3.2. The Council’s main objectives when borrowing is to achieve a low but certain cost of finance while retaining flexibility should plans change in future. These objectives are often conflicting, and the Council therefore seeks to strike a balance between cheaper short-term loans and long-term fixed rate loans where the future cost is known. The

Council does not borrow to invest for the primary purpose of financial return and therefore retains full access to the Public Works Loans Board (PWLB).

- 3.3. Projected levels of the Council’s total outstanding debt which comprises borrowing, Private Finance Initiative (PFI) liabilities and leases are shown below and compared with the capital financing requirement.

Table 4: Prudential Indicator: Gross Debt and the Capital Financing Requirement in £ millions

	31-Mar 2023 Actual	31-Mar 2024 Forecast	31-Mar 2025 Budget	31-Mar 2026 Budget	31-Mar 2027 Budget
Capital Financing Requirement	367	388	482	543	567
External Debt (incl. PFI & leases):					
External borrowing	198	230	313	374	398
Other debt liabilities	21	20	19	18	17
Total Debt	219	250	332	392	415

- 3.4. Statutory guidance is that debt should remain below the capital financing requirement, except in the short-term. The Council expects to comply with this in the medium term, as shown in the table above.

Liability benchmark

- 3.5. To compare the Council’s actual borrowing against an alternative strategy, a “liability benchmark” has been calculated showing the lowest risk level of borrowing. This assumes that cash and investment balances are kept to a minimum level of £30m, with any other balance sheet resources used to offset/reduce the need for external borrowing. The table below shows that the Council expects borrowing to be above its liability benchmark over the medium-term.

Table 5: Borrowing and the Liability Benchmark in £ millions

	31-Mar 2023 Actual	31-Mar 2024 Forecast	31-Mar 2025 Budget	31-Mar 2026 Budget	31-Mar 2027 Budget
Forecast borrowing	198	230	313	374	398
Liability benchmark	113	148	253	325	360
Difference	85	82	60	49	38

- 3.6. The Council is legally obliged to set an affordable “authorised limit” for external debt each year. In line with statutory guidance, a lower “operational boundary” is also set as a warning level should debt approach the limit.

Table 6: Prudential Indicators: Authorised limit and operational boundary for external debt in £ millions

	2023/24 Limit	2024/25 Limit	2025/26 Limit	2026/27 Limit
Authorised Limits:				
Borrowing	463	503	565	590
PFI and leases	38	29	28	27
Total External Debt	455	532	593	617
Operational Boundary:				
Borrowing	443	483	545	570
PFI and leases	33	24	23	22
Total External Debt	430	507	568	592

Treasury investment strategy

- 3.7. Treasury investments arise from receiving cash before it is paid out again. The Council's policy on treasury investments is to prioritise security and liquidity over yield, that is to focus on minimising risk rather than maximising returns. Cash that is likely to be spent in the near term is invested securely, for example with the government, other local authorities or selected high-quality banks, to minimise the risk of loss. Money that will be held for longer terms is invested more widely, including in bonds, shares and property, to balance the risk of loss against the risk of receiving returns below inflation.
- 3.8. Both near-term and longer-term investments may be held in pooled funds, where an external fund manager makes decisions on which particular investments to purchase, and the Council may request its money back at short notice.

Table 7: Treasury management investments in £ millions

	31-Mar 2023 Actual	31-Mar 2024 Forecast	31-Mar 2025 Budget	31-Mar 2026 Budget	31-Mar 2027 Budget
Cash and cash equivalents	41	37	30	29	28
Treasury investments	74	75	60	50	40
Total cash and investments	115	112	90	79	68

- 3.9. The effective management and control of risk are prime objectives of the Council's treasury management activities. The treasury management strategy therefore sets out various indicators and limits to constrain the risk of unexpected losses.
- 3.10. Decisions on treasury management investment and borrowing are made daily and are therefore delegated to the Section 151 Officer and staff, who must act in line with the treasury management strategy approved by Council each year. The Audit and Governance Committee is responsible for scrutinising treasury management decisions, and regular reports on treasury management activity are presented to this committee.
- 3.11. The Council's Treasury Management Strategy, Appendix 4, includes further details of the Council's borrowing and treasury investments.

4. Revenue Budget Implications

- 4.1. Although capital expenditure is not charged directly to the revenue budget, interest payable on loans and MRP are charged to revenue (gross financing costs), offset by any investment income receivable (net financing costs).
- 4.2. Estimated financing costs are summarised in the table below and shown as a proportion of the Council's estimated net revenue stream (the amount funded from council tax, business rates and general non-specific government grants).

Table 8: Prudential Indicator: Proportion of financing costs to net revenue stream

	2023/24 Forecast	2024/25 Budget	2025/26 Budget	2026/27 Budget
	£'m	£'m	£'m	£'m
Interest payable	8	11	13	14
Minimum Revenue Provision (MRP)	11	12	13	14
Gross Financing costs	19	22	26	28
Proportion of net revenue streams	5.4%	5.9%	6.7%	7.2%
Less investment income	-6	-4	-4	-4
Net Financing costs	13	18	22	24
Proportion of net revenue streams	3.8%	4.8%	5.7%	6.2%

- 4.4. Due to the very long-term nature of capital expenditure and financing, the revenue budget implications of expenditure incurred in the next few years may extend for many years into the future. The Section 151 Officer is satisfied that the proposed capital programme is prudent, affordable and sustainable.

Annex 1 – Capital Programme

98,779 119,345 105,970 40,336 8,514 372,944

Project Name	2023/ 24	2024/25	2025/26	2026/27	2027/28	Total Project Budget (Up to 27/28)
Parley West Link	0	4,518	0	0	0	4,518
Weymouth BMS	4	0	0	0	0	4
Weymouth Breach Analysis	0	0	0	0	0	0
Weymouth Tidal Defence scheme	10	0	0	0	0	10
Harbour Walls Condition survey	1	0	0	0	0	1
Lyme Regis Environmental Plan phase 4	119	118	0	0	0	237
Durlston Pleasure Grounds	0	0	0	0	0	0
Ultrafast Broadband	0	0	0	0	0	0
Riverbank Improvement Works - Parkdean	0	0	0	0	0	0
Dorset Innovation Park - MoD Battle Lab	0	0	0	0	0	0
Decarbonisation Main Fund	2,191	0	0	0	0	2,191
Chiswell FCERM Strategy Scoping Study	107	0	0	0	0	107
Fibre Hub	0	0	0	0	0	0
PHNWS Cliff Monitoring Scheme	135	135	0	0	0	270
Chesil Sea Wall Study	14	0	0	0	0	14
West Bay Sediment Tracer Study	34	0	0	0	0	34
Rural 5G	0	0	0	0	0	0
Weymouth Harbour & Esplanade FCRM Scheme	0	0	485	0	0	485
Swanage Town Coastal Defences OBC	120	120	0	0	0	240
Safer Streets Round 4	75	75	0	0	0	150
Air Quality LSSG	21	22	0	0	0	43
Eastworth Road LEAP	200	0	0	0	0	200
Milldown Nature Reserve Extension	6	0	0	0	0	6
Wimborne Market	30	90	0	0	0	120
Slop Bog access improv. (Heathland Infr)	9	0	0	0	0	9
Bridport Gateway A	0	0	0	0	0	0
Access improv. Purbeck (Heathland Infra)	223	0	0	0	0	223
Wards Drove / ND Trailway	52	53	0	0	0	105
Swanage Beach Renourishment Scheme (OBC)	268	220	0	0	0	488
Weymouth FCRM OBC	880	180	0	0	0	1,060
EDDC Wimborne Riverside LAP	0	0	0	0	0	0
Adhoc Coastal	0	0	0	0	0	0
Gigahub Connectivity	290	0	0	0	0	290
ITS (Traffic Signals) Asset Replacement	77	258	180	0	0	515
Farm Projects	0	0	0	0	0	0
Local Transport Plan programme of works	27,998	5,670	5,670	5,670	0	45,008
Project Name	2023/ 24	2024/25	2025/26	2026/27	2027/28	Total Project Budget (Up to 27/28)
Parley Cross	0	354	2,999	0	0	3,353

DWP Infrastructure - Blandford site	329	11,477	0	6,999	0	18,805
SOCA Board programme	2,454	4,754	3,000	9,433	0	19,641
Broadband Schemes	250	2,248	0	0	0	2,498
Purbeck Gateway	63	114	28	0	0	205
Weymouth Harbour Walls C & D	95	95	0	0	0	190
High Street Fortuneswell	0	123	0	0	0	123
Development Projects	150	450	186	0	0	786
Lyme Regis Environmental Plan phase 5	959	2,460	0	0	0	3,419
Weymouth Quay Regeneration Project WPBC	3,786	0	0	0	0	3,786
Relocatable Housing Wareham & Bridport	0	0	0	0	0	0
Healthy Homes Dorset	0	81	0	0	0	81
EDDC Sewage Treatment Works Infrastructure Renewal	194	294	0	0	0	488
North Quay redevelopment	540	540	0	0	0	1,080
Gillingham Principal Street Final	0	0	0	0	0	0
Building retrofit programme - Energy Efficiency measures	0	500	1,250	525	0	2,275
A354 Corridor Transport Improvements	10	50	40	872	0	972
B3078 Julian's Bridge, Wimborne – pedestrian and cycle link	5	351	1,944	0	0	2,300
Piddlehinton G&T site pitches	0	958	0	0	0	958
Electric Vehicle charging Infrastructure - on DC Property	200	125	125	125	0	575
Weymouth Transport Improvements	750	2,250	0	0	0	3,000
Electric Vehicle Charging Points - on public property	340	781	0	95	0	1,216
Rough Sleepers Accommodation Programme Phase 2	262	0	0	0	0	262
Bridport Gateway B	84	84	0	0	0	168
Levelling Up	0	0	0	0	0	0
South East Dorset Bike Share	200	0	0	0	0	200
Gore Clump Safety Scheme	75	916	0	0	0	991
A351 Wareham Access Improvement	125	275	1,100	0	0	1,500
Upton Safety Scheme	13	427	310	0	0	750
Maumbury Cross Junction Improvement	0	950	0	0	0	950
A357 Embankment Stabilisation	1,370	0	0	0	0	1,370
Dorchester Road/Mercery Road, Weymouth	55	0	0	0	0	55
Schools Access Initiatives	202	115	317	318	0	952
Relocation of Dorchester Learning Centre	0	0	0	0	0	0
E&E minor capital works	0	0	0	0	0	0
006738 - Dorset Innovation Park, Quadrant 2 - Light Industrial Units	4,441	16	0	0	0	4,457

Project Name	2023/ 24	2024/25	2025/26	2026/27	2027/28	Total Project Budget (Up to 27/28)
Children's minor capital works	16	0	0	0	0	16
Children's modular urgent works programme	64	65	0	0	0	129
Weymouth Relief Road	0	1,350	1,349	0	0	2,699
County Buildings minor capital works	0	0	0	0	0	0
Raise/Mosaic	200	201	0	0	0	401
Property Improvements Programme (R&M)	6,182	6,000	6,000	0	0	18,182
Dorset Council Fleet Replacement Programme	6,146	9,838	4,890	0	0	20,874
DWP Containers & Infrastructure	940	800	800	800	0	3,340
Weymouth Harbour Walls (W&PBC)	887	888	0	0	0	1,775
DTEP	150	187	0	0	0	337
North Dorset Business Park	41	41	0	0	0	82
SOCA Residential Sufficiency	43	0	0	0	0	43
East Street/Damory Court Street, Blandford	200	0	0	0	0	200
A30 Kitt Hill/Marston Road, Sherborne	0	0	0	0	0	0
Buxton Road, Weymouth	42	0	0	0	0	42
Slipway Extension and Storage Solutions	23	0	0	0	0	23
Compulsory Purchase of Long Term Empty Property	192	193	0	0	0	385
ICT Housing Software	73	73	0	0	0	146
Acquisition of temporary accommodation	467	466	0	0	0	933
Aster Hostels	34	34	0	0	0	68
Dinahs Hollow	129	1,079	3,183	0	0	4,391
Minor capital works (Property Improvements)	340	940	600	600	500	2,980
St Mary's School Shaftesbury	500	0	0	0	0	500
SEND capital strategy	6,434	11,079	5,000	3,214	0	25,727
Capital Contingency	415	3,245	2,000	2,000	0	7,660
Moors Valley Adventure Golf	63	0	0	0	0	63
Crematorium Improvements - Overflow Provision	13	13	0	0	0	26
Car Parking Ticket Machines	1,094	300	0	0	0	1,394
Improvements to Carey Outdoor Education Centre	127	128	0	0	0	255
Improvements to Leeson House	24	224	0	0	0	248
Rushcombe First School Boundary Safety Works	0	0	0	0	0	0
Demolition of 9-11 High St Fortuneswell, Portland	0	85	0	0	0	85
New Building for Dive Compressor and Stock Room for Shops	0	0	0	0	0	0
Weymouth Hotel Balconies	30	90	0	0	0	120

Project Name	2023/ 24	2024/25	2025/26	2026/27	2027/28	Total Project Budget (Up to 27/28)
Children's Foster Parents Adaptations	0	0	0	0	0	0
Customer Access points in Libraries £280k	0	0	0	0	0	0
East Dorset Household Recycling Centre	0	0	0	0	0	0
Cranborne Middle School Classroom Accommodation Replacement	190	191	0	0	0	381
Minor Capital Works Coast Protection	0	752	596	0	0	1,348
Converging Customer Services - key ICT applications	0	275	0	0	0	275
Bridport Harbour boat stack	0	202	0	0	0	202
Children's Residential Sufficiency Programme	250	0	0	0	0	250
ICT Minor Capital Works & Projects	2,096	2,471	2,250	0	0	6,817
Replacement Weighbridge - Hybris Business Park	0	0	0	0	0	0
Weymouth Bowl Acquisition (2021/22 bid)	105	0	0	0	0	105
Capital Leverage Fund	240	155	155	0	0	550
Investing in cycleways and traffic control assets	360	720	360	360	0	1,800
Weymouth Dorchester Bike Share	0	400	0	0	0	400
Sewerage Treatment Services Improvement works A	0	100	148	0	0	248
QELC -Capital Maintenance works	365	366	0	0	0	731
Sea defence works at Sandsfoot Castle, Weymouth	31	81	0	0	0	112
Beaucroft School - replacement modular classroom	420	0	0	0	0	420
Ferndown Highways Depot	0	0	0	0	0	0
Gibbs Marsh Highways Depot - Surfacing of Depot yard	35	35	0	0	0	70
Installation of ANPR at HRC sites	0	0	0	0	0	0
Maintenance of Cycleways and Traffic Control Equipment	33	392	360	360	0	1,145
31SC - Bridport Road/Williams Avenue, Dorchester	25	25	0	0	0	50
East Street, Blandford	0	0	0	0	0	0
Hanham Rd, East of Allenview Rd, Wimborne	4	0	0	0	0	4
Remote Monitoring Upgrade Works	0	0	0	0	0	0
Travel & Transport software procurement	0	0	0	0	0	0
Climate Schemes	300	542	806	1,091	0	2,739
Streetlighting schemes	499	600	575	575	0	2,249
Memorial Project County Hall	0	0	0	0	0	0
High East Church Street	25	25	0	0	0	50
Active Travel fund	0	0	0	0	0	0
Former District Council Assets	75	275	245	0	0	595

Project Name	2023/ 24	2024/25	2025/26	2026/27	2027/28	Total Project Budget (Up to 27/28)
Replacement - Upgrading of Sign Shop Equipment	81	0	0	0	0	81
Investing to Save in Highway's Infrastructure Assets 2027/28	0	0	0	0	7,100	7,100
Compliance with EPC Legislation	112	338	0	0	0	450
Gibbs Marsh Highways Depot	84	0	0	0	0	84
West Bay Harbour Wall Emergency Works	638	730	0	0	0	1,368
Council Farms: Electrical and Heating Renewal	36	108	0	0	0	144
Sewerage Treatment Services Improvement Works B	0	1,204	1,308	938	0	3,450
Dorset Centre of Excellence - Property Improvement Programme (Strategic)	117	117	0	0	0	234
Greenhill Chalets	0	643	0	0	0	643
Contribution towards the Replacement of the QE Leisure Centre Artificial Pitch	150	0	0	0	0	150
North Quay Archaeology	0	290	0	0	0	290
North Quay Planning Consent for Scheme and Demolition	70	70	0	0	0	140
Westport House Refurbishment	252	756	0	0	0	1,008
Public Toilets - Footfall Counters	33	33	0	0	0	66
Furzehill - Former East Dorset District Council Offices	1,305	0	0	0	0	1,305
Purbeck Sports Centre -Squash Court Conversion	38	39	0	0	0	77
Verwood Hub - Installation of a Softplay Centre	0	400	0	0	0	400
County Hall Capital Works	250	1,290	0	0	0	1,540
Monkton Park - Old Radio Station	0	0	0	0	0	0
Wimborne Developments	0	500	2,000	3,000	0	5,500
Children's Services - Residential Sufficiency	117	352	0	0	0	469
Improvement to Site and Facilities Carey Outdoor Education Centre	0	0	0	0	0	0
Dorset Centre of Excellence - Phase 2	312	5,688	600	0	0	6,600
Innovation Park Capital Programme	200	3,759	5,300	0	0	9,259
Replacement of Parking Machines	0	0	0	0	0	0
Housing Capital Project Fund	15	2,122	1,965	1,965	314	6,381
Capital Funding for Annual Developments (housing)	0	1,500	1,500	0	0	3,000
Acquisition of Long-Term Empty Properties	0	1,200	600	600	600	3,000
Healthy Homes - additional 22/23 support	0	0	0	0	0	0
Dorset History Centre - extension/redevelopment	0	0	0	0	0	0
LAHF - Ukraine & Afghan Refugee Housing	7,071	1,395	0	0	0	8,466
Shared Prosperity Fund Capital	223	565	0	0	0	788
Adults Care Home	329	9,675	7,996	0	0	18,000

Project Name	2023/ 24	2024/25	2025/26	2026/27	2027/28	Total Project Budget (Up to 27/28)
Family Hubs	125	2,875	0	0	0	3,000
Installation of new PV	100	231	250	250	0	831
Ecological Investment Opportunity	0	0	0	0	0	0
Milborne St Andrew Traffic Management	2	0	0	0	0	2
School Streets	10	90	0	0	0	100
Low Carbon Dorset	378	479	0	0	0	857
DCIA Wessex	250	250	0	0	0	500
Swanage & Durlston Bay Cliff Management	210	0	0	0	0	210
Blandford Bus Stop Improvements	19	0	0	0	0	19
Rural Prosperity Fund	370	1,110	0	0	0	1,480
Lewell Bridge	50	100	0	0	0	150
O4PC - Station Road, West Moors	100	0	0	0	0	100
52PC - Station Road, West Moors	100	0	0	0	0	100
HI9081 Abbotsbury Road and B3154 Chickerell Road Junction Improvement	5	278	0	0	0	283
Tilly Whim	2,202	0	0	0	0	2,202
LUF Weymouth Peninsula	1,422	10,084	0	0	0	11,506
LUF Weymouth North Quay	1,316	2,804	0	0	0	4,120
LUF Weymouth New Bond Street	573	3,427	0	0	0	4,000
Giddy Green Footpath	27	0	0	0	0	27
Single Homelessness Accommodation Project	349	0	0	0	0	349
B2SA Specialist Housing Development Fund	0	2,000	2,000	0	0	4,000
ERP Replacement	0	5,500	5,500	0	0	11,000
Bridport Connect - Demolition	0	170	0	0	0	170
Dorset History Centre	0	0	0	546	0	546
Spend & financing profile revision	0	-30,000	30,000	0	0	0
Programme Totals	98,779	119,345	105,970	40,336	8,514	372,944

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Appendix 4 - Treasury Management Strategy

1. Introduction

- 1.1. Treasury management is the management of the Council's cash flows, borrowing and investments, and the associated risks. The Council has borrowed and invested substantial sums of money and is therefore exposed to financial risks including the loss of invested funds and the revenue effect of changing interest rates. The successful identification, monitoring and control of financial risk are therefore central to the Council's prudent financial management.
- 1.2. Treasury risk management at the Council is conducted within the framework of the Chartered Institute of Public Finance and Accountancy's *Treasury Management in the Public Services: Code of Practice 2021 Edition* (the CIPFA Code) which requires the Council to approve a treasury management strategy before the start of each financial year. This report fulfils the Council's legal obligation under the *Local Government Act 2003* to have regard to the CIPFA Code. This report also covers the requirements of statutory guidance last issued in 2018 by the then Ministry of Housing, Communities and Local Government (MHCLG) regarding both Minimum Revenue Provision (MRP) and local government investment.

2. Treasury Management Advisers

- 2.1. The Council employs professionally qualified and experienced staff with responsibility for making borrowing and investment decisions. Officers are supported by external advisers who are specialists in their fields. The Council currently employs Arlingclose Limited as treasury management advisers.
- 2.2. This approach ensures that the Council has access to a wide pool of relevant market intelligence, knowledge and skills, that would be very difficult and costly to replicate internally. However, whilst advisers provide support to the internal treasury function, final decisions on treasury matters always remain with the Council.

3. External Context (Economic Background and Outlook)

- 3.1. Treasury management decisions made by the Council must take into consideration external factors, particularly the wider economic backdrop and the outlook for financial markets and interest rates.
- 3.2. The major external influences on the Council's treasury management activity in 2024/25 are expected to be the ongoing impact from the war in Ukraine and the Middle East, continuing high levels of inflation, higher interest rates, a challenging economic outlook and an uncertain political climate due to an upcoming UK general election and American presidential election. A detailed economic commentary and interest rate forecast produced by Arlingclose is included in Annex 1.

4. Local Context

- 4.1. Each of Dorset Council's six predecessor councils had different balance sheets and different capital programmes, and each had therefore developed different treasury management strategies to suit their individual circumstances. Dorset Council continues to develop its own strategy to meet the needs of its combined balance sheet and capital programme. Existing borrowing and investment positions will continue to be reviewed to achieve an appropriate balance between cost and risk.
- 4.2. The Council's balance sheet summary and forecast are shown in table 1 below.

Table 1: Balance Sheet summary in £ millions

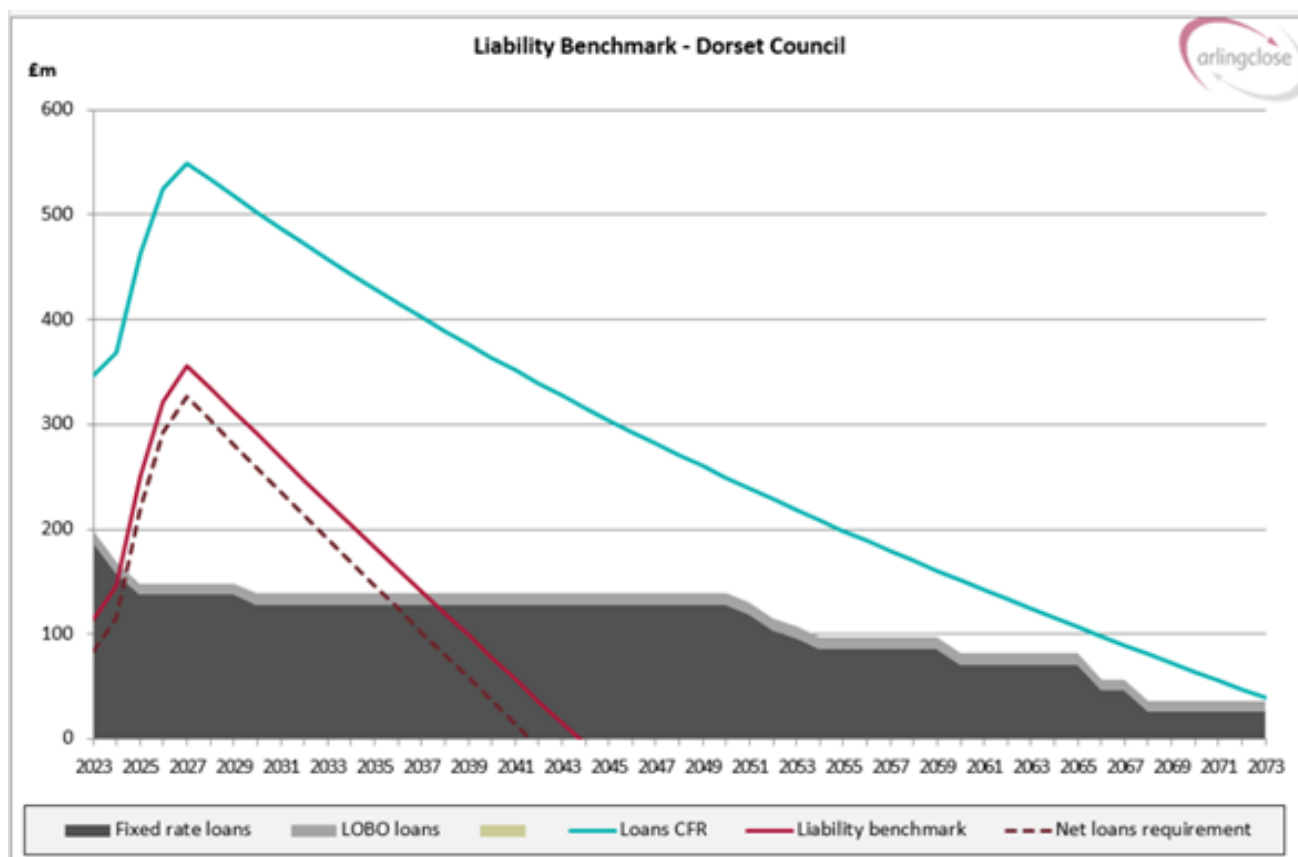
	31-Mar 2023 Actual	31-Mar 2024 Forecast	31-Mar 2025 Budget	31-Mar 2026 Budget	31-Mar 2027 Budget
Capital Financing Requirement (CFR)	367	388	482	543	567
Less: PFI and other debt liabilities	21	20	19	18	17
Loans CFR (underlying borrowing requirement)	346	368	463	525	550
Less: External borrowing	198	230	313	374	398
Internal Borrowing	148	138	150	151	152
Less: Balance sheet resources	263	250	240	230	220
Cash and Investments	115	112	90	79	68

- 4.3. The underlying need to borrow for capital purposes is measured by the Capital Financing Requirement (CFR), while balance sheet resources are the underlying sums available for investment. The Council's current strategy is to maintain borrowing and investments below their underlying levels, sometimes known as internal borrowing. The Council has an increasing CFR due to the capital programme.
- 4.4. CIPFA's *Prudential Code for Capital Finance in Local Authorities* recommends that the Council's total debt should be lower than its highest forecast CFR over the next three years. Table 1 shows that the Council expects to comply with this recommendation over the medium term.
- 4.5. To compare the Council's actual borrowing against an alternative strategy, a "liability benchmark" has been calculated showing the lowest risk level of borrowing. This assumes the same forecasts as table 1 above, but that cash and investment balances are kept to a minimum level of £30m at each year-end to maintain sufficient liquidity but minimise credit risk.
- 4.6. The liability benchmark is an important tool to help establish whether the Council is likely to be a long-term borrower or long-term investor in the future, and so shape its strategic focus and decision making. The liability benchmark itself represents an estimate of the cumulative amount of external borrowing the Council must hold to fund its current capital and revenue plans while keeping treasury investments at the minimum level required to manage day-to-day cash flow.

Table 2: Prudential Indicator: Liability benchmark

	31-Mar 2023 Actual £m	31-Mar 2024 Forecast £m	31-Mar 2025 Budget £m	31-Mar 2026 Budget £m	31-Mar 2027 Budget £m
Loans CFR (underlying borrowing requirement)	346	368	463	525	550
Less: Balance sheet resources	263	250	240	230	220
Net loans/borrowing requirement	83	118	223	295	330
Plus: Liquidity allowance	30	30	30	30	30
Liability Benchmark	113	148	253	325	360

4.7. Further to the medium-term forecasts in table 2 above, the long-term liability benchmark based on the proposed capital programme is shown in the chart below together with the maturity profile of the Council's existing borrowing:



4.8. The chart indicates that the Council will need additional external borrowing over the next ten years or so and thereafter existing borrowing will be above the liability benchmark but remains below the capital financing requirement. This is something which the Council monitors and engages with external treasury management advisors to monitor and review as part of setting and implementing the treasury management strategy.

5. **Borrowing Strategy**

- 5.1. As at 31 January 2024, the Council held £195 million of loans as part of its strategy for funding current and previous years' capital programmes. External borrowing as at 31 January 2024 is summarised in Table 3 below.

Table 3: External borrowing (as at 31 January 2024)

	Balance £m	Average Rate %	Average Maturity (years)
Public Works Loan Board	61.8	4.1	21.1
Banks (fixed-term)	25.6	4.7	54.6
Banks (LOBO)	11.0	4.6	54.0
Local authorities (long-term)	15.0	4.4	37.0
Local authorities (short-term)	37.0	5.5	0.6
Other lenders (fixed-term)	45.0	3.9	43.9
Total External Borrowing	195.4	4.5	29.9

- 5.2. The Council's chief objective when borrowing money has been to strike an appropriately low risk balance between securing low interest costs and achieving certainty of those costs over the period for which funds are required. The flexibility to renegotiate loans should the Council's long-term plans change is a secondary objective.
- 5.3. The Council's borrowing strategy continues to address the key issue of affordability without compromising the longer-term stability of the debt portfolio. With interest rates on borrowing high relative to returns on investments it is still likely to be more cost effective to use internal resources rather than external borrowing where possible. This strategy has enabled the Council to reduce net borrowing costs (despite foregone investment income) and to reduce overall treasury risk.
- 5.6. The Council may also consider forward starting loans, where the interest rate is fixed in advance, but the cash is received in later years. This would enable certainty of cost to be achieved without suffering a cost of carry in the intervening period. In addition, the Council may borrow short-term loans to cover unplanned cash flow shortages.
- 5.7. The Council's approved sources of long-term and short-term borrowing are:
- HM Treasury's PWLB lending facility (formerly the Public Works Loan Board) and any successor body
 - UK Infrastructure Bank Ltd
 - any institution approved for investments (see below)
 - any other bank or building society authorised to operate in the UK
 - any other UK public sector body
 - UK public and private sector pension funds (including the Dorset County Pension Fund)
 - retail investors via a regulated peer-to-peer platform

- capital market bond investors, and
 - UK Municipal Bonds Agency plc and other special purpose companies created to enable local Council bond issues.
- 5.8. In addition, capital finance may be raised by the following methods that are not borrowing, but may be classed as other debt liabilities:
- leasing
 - hire purchase
 - Private Finance Initiative (PFI)
 - sale and leaseback
 - similar asset based finance
- 5.9. UK Municipal Bonds Agency plc was established in 2014 by the Local Government Association as an alternative to the PWLB. It issues bonds on the capital markets and lends the proceeds to local authorities. This is a more complicated source of finance than the PWLB for two reasons: borrowing authorities will be required to provide bond investors with a guarantee to refund their investment in the event that the agency is unable to for any reason; and there will be a lead time of several months between committing to borrow and knowing the interest rate payable. Any decision to borrow from the Agency will therefore be the subject of a separate report.
- 5.10. The Council holds one Lender's Option Borrower's Option (LOBO) loan for £11m where the lender has the option to propose an increase in the interest rate at set dates, following which the Council has the option to either accept the new rate or to repay the loan at no additional cost.
- 5.11. Short-term and variable rate loans leave the Council exposed to the risk of short-term interest rate rises and are therefore subject to the interest rate exposure limits in the treasury management indicators below.
- 5.12. The PWLB allows authorities to repay loans before maturity and either pay a premium or receive a discount according to a set formula based on current interest rates. Other lenders may also be prepared to negotiate premature redemption terms. The Council may take advantage of this and replace some loans with new loans, or repay loans without replacement, where this is expected to lead to an overall cost saving or a reduction in risk. The recent rise in interest rates means that more favourable debt rescheduling opportunities should arise than in previous years.
- 5.13. Where the Council finances capital expenditure by debt, it must put aside resources to repay that debt in later years. The amount charged to the revenue budget for the repayment of debt is known as Minimum Revenue Provision (MRP) and is calculated with regard to statutory guidance. The guidance requires the Council to approve an Annual MRP Statement each year, and this is included as Annex 2 to this Treasury Management Strategy.

6. Treasury Investment Strategy

- 6.1. The Council holds significant levels invested funds, representing income received in advance of expenditure plus balances and reserves held. Cash, cash equivalents and investments held on 31 December 2023 are summarised in Table 4 below.

Table 4: Cash and Treasury Investments (as at 31 December 2023)

	Balance £m
Cash and Cash Equivalents	26.2
Treasury Investments:	
Corporate bond funds	12.9
Equity income funds	33.0
Property funds	19.6
Multi asset income funds	5.1
Total Treasury Investments	70.5
Total Cash and Investments	96.7

- 6.2. The CIPFA Code requires the Council to invest its treasury funds prudently, and to have regard to the security and liquidity of its investments before seeking the highest rate of return, or yield. The Council's objective when investing money is to strike an appropriate balance between risk and return, minimising the risk of incurring losses from defaults and the risk of receiving unsuitably low investment income. Where balances are expected to be invested for more than one year, the Council will aim to achieve a total return that is equal or higher than the prevailing rate of inflation, in order to maintain the spending power of the sum invested. The Council aims to be a responsible investor and will endeavour to consider environmental, social and governance (ESG) issues when making investment decisions.
- 6.3. As demonstrated by the liability benchmark above, the Council expects to be a long-term borrower and new treasury investments will therefore be made primarily to manage day-to-day cash flows using short-term low risk instruments.
- 6.4. The Council has investments of approximately £70m in externally managed strategic pooled investment vehicles (bond, equity, multi-asset and property funds) where short-term security and liquidity are lesser considerations, and the objectives instead are regular revenue income and long-term price stability.
- 6.5. Under the IFRS 9 standard, the accounting for certain investments depends on the Council's "business model" for managing them. The Council aims to achieve value from its treasury investments by a business model of collecting the contractual cash flows and therefore, where other criteria are also met, these investments will continue to be accounted for at amortised cost.
- 6.6. The CIPFA Code does not permit local authorities to both borrow and invest long-term for cash flow management. But the Council may make long-term investments for treasury risk management purposes, including to manage interest rate risk by investing sums borrowed in advance for the capital programme for up to three years; to manage inflation risk by investing usable reserves in instruments whose value rises with

inflation; and to manage price risk by adding diversification to the strategic pooled fund portfolio.

6.7. Environmental, social and governance (ESG) considerations are increasingly a factor in global investors' decision making, but the framework for evaluating investment opportunities is still developing and therefore it is not currently feasible to consistently and reliably formally consider ESG scoring or other real-time ESG criteria at an individual investment level. When investing in banks and funds, the Council will prioritise banks that are signatories to the UN Principles for Responsible Banking and funds operated by managers that are signatories to the UN Principles for Responsible Investment, the Net Zero Asset Managers Alliance and/or the UK Stewardship Code.

6.8. The Council may invest its surplus funds with any of the counterparty types in table 5 below, subject to the limits shown.

Table 5: Treasury investment counterparties and limits

Sector	Time limit	Counterparty limit	Sector limit
The UK Government	50 years	Unlimited	n/a
Local authorities & other government entities	25 years	£30m	Unlimited
Secured investments *	25 years	£30m	Unlimited
Banks (unsecured) *	13 months	£15m	Unlimited
Building societies (unsecured) *	13 months	£15m	£30m
Registered providers (unsecured) *	5 years	£15m	£30m
Money market funds *	n/a	£30m	Unlimited
Strategic pooled funds	n/a	£20m	£150m
Real estate investment trusts	n/a	£20m	£100m
Other investments *	5 years	£15m	£30m

This table must be read in conjunction with the notes below:

6.9. ***Minimum credit rating:** Treasury investments in the sectors marked with an asterisk will only be made with entities whose lowest published long-term credit rating is no lower than A-. Where available, the credit rating relevant to the specific investment or class of investment is used, otherwise the counterparty credit rating is used. However, investment decisions are never made solely based on credit ratings, and all other relevant factors including external advice will be taken into account. For entities without published credit ratings, investments may be made where external advice indicates the entity to be of similar credit quality.

6.10. **Government:** Loans to, and bonds and bills issued or guaranteed by, national governments, regional and local authorities and multilateral development banks.

These investments are not subject to bail-in, and there is generally a lower risk of insolvency, although they are not zero risk. Investments with the UK Government are deemed to be zero credit risk due to its ability to create additional currency and therefore may be made in unlimited amounts for up to 50 years.

- 6.11. **Secured investments:** Investments secured on the borrower's assets, which limits the potential losses in the event of insolvency. The amount and quality of the security will be a key factor in the investment decision. Covered bonds and reverse repurchase agreements with banks and building societies are exempt from bail-in. Where there is no investment specific credit rating, but the collateral upon which the investment is secured has a credit rating, the higher of the collateral credit rating and the counterparty credit rating will be used. The combined secured and unsecured investments with any one counterparty will not exceed the cash limit for secured investments.
- 6.12. **Banks and building societies (unsecured):** Accounts, deposits, certificates of deposit and senior unsecured bonds with banks and building societies, other than multilateral development banks. These investments are subject to the risk of credit loss via a bail-in should the regulator determine that the bank is failing or likely to fail. See below for arrangements relating to operational bank accounts.
- 6.13. **Registered providers (unsecured):** Loans to, and bonds issued or guaranteed by, registered providers of social housing or registered social landlords, formerly known as housing associations. These bodies are regulated by the Regulator of Social Housing (in England), the Scottish Housing Regulator, the Welsh Government and the Department for Communities (in Northern Ireland). As providers of public services, they retain the likelihood of receiving government support if needed.
- 6.14. **Money market funds:** Pooled funds that offer same-day or short notice liquidity and very low or no price volatility by investing in short-term money markets. They have the advantage over bank accounts of providing wide diversification of investment risks, coupled with the services of a professional fund manager in return for a small fee. Although no sector limit applies to money market funds, the Council will take care to diversify its liquid investments over a variety of providers to ensure access to cash at all times.
- 6.15. **Strategic pooled funds:** Bond, equity and property funds that offer enhanced returns over the longer term but are more volatile in the short term. These allow the Council to diversify into asset classes other than cash without the need to own and manage the underlying investments. Because these funds have no defined maturity date, but are available for withdrawal after a notice period, their performance and continued suitability in meeting the Council's investment objectives will be monitored regularly.
- 6.16. **Real estate investment trusts:** Shares in companies that invest mainly in real estate and pay the majority of their rental income to investors in a similar manner to pooled property funds. As with property funds, REITs offer enhanced returns over the longer term, but are more volatile especially as the share price reflects changing demand for the shares as well as changes in the value of the underlying properties.

- 6.17. **Other investments:** This category covers treasury investments not listed above, for example unsecured corporate bonds and company loans. Non-bank companies cannot be bailed-in but can become insolvent placing the Council's investment at risk.
- 6.18. **Operational bank accounts:** The Council may incur operational exposures, for example through current accounts, collection accounts and merchant acquiring services, to any UK bank with credit ratings no lower than BBB- and with assets greater than £25 billion. These are not classed as investments but are still subject to the risk of a bank bail-in, and balances will therefore be kept below £10m per bank. The Bank of England has stated that in the event of failure, banks with assets greater than £25 billion are more likely to be bailed-in than made insolvent, increasing the chance of the Council maintaining operational continuity.
- 6.19. **Risk assessment and credit ratings:** Credit ratings are obtained and monitored by the Council's treasury advisers, who will notify changes in ratings as they occur. The credit rating agencies in current use are listed in the Treasury Management Practices document. Where an entity has its credit rating downgraded so that it fails to meet the approved investment criteria then:
- no new investments will be made,
 - any existing investments that can be recalled or sold at no cost will be, and
 - full consideration will be given to the recall or sale of all other existing investments with the affected counterparty.
- 6.20. Where a credit rating agency announces that a credit rating is on review for possible downgrade (also known as "negative watch") so that it may fall below the approved rating criteria, then only investments that can be withdrawn on the next working day will be made with that organisation until the outcome of the review is announced. This policy will not apply to negative outlooks, which indicate a long-term direction of travel rather than an imminent change of rating.
- 6.21. **Other information on the security of investments:** The Council understands that credit ratings are good, but not perfect, predictors of investment default. Full regard will therefore be given to other available information on the credit quality of the organisations in which it invests, including credit default swap prices, financial statements, information on potential government support, reports in the quality financial press and analysis and advice from the Council's treasury management adviser. No investments will be made with an organisation if there are substantive doubts about its credit quality, even though it may otherwise meet the above criteria.
- 6.22. **Reputational aspects:** The Council is aware that investment with certain counterparties, while considered secure from a purely financial perspective, may leave it open to criticism, valid or otherwise, that may affect its public reputation, and this risk will therefore be considered when making investment decisions.
- 6.23. **Market conditions:** When deteriorating financial market conditions affect the creditworthiness of all organisations, as happened in 2008, 2020 and 2022, this is not generally reflected in credit ratings, but can be seen in other market measures. In these circumstances, the Council will restrict its investments to those organisations of higher credit quality and reduce the maximum duration of its investments to maintain the

required level of security. The extent of these restrictions will be in line with prevailing financial market conditions. If these restrictions mean that insufficient commercial organisations of high credit quality are available to invest the Council's cash balances, then the surplus will be deposited with the UK Government, or with other local authorities. This will cause investment returns to fall but will protect the principal sum invested.

- 6.24. **Investment limits:** the maximum that will be lent to any one organisation (other than the UK Government) will be £30 million. A group of entities under the same ownership will be treated as a single organisation for limit purposes. Credit risk exposures arising from non-treasury investments, financial derivatives and balances greater than £10 million in operational bank accounts count against the relevant investment limits.
- 6.25. Limits are also placed on fund managers, investments in brokers' nominee accounts and foreign countries and industry sectors as below. Investments in pooled funds and multilateral development banks do not count against the limit for any single foreign country, since the risk is diversified over many countries.

Table 6: Additional investment limits

Investment	Cash limit
Any group of pooled funds under the same management	£50m per manager
Negotiable instruments held in a broker's nominee account	£50m per broker
Foreign countries	£25m per country

- 6.26. **Liquidity management:** The Council monitors its cash flow forecasting on a daily basis to determine the maximum period for which funds may prudently be committed. The forecast is compiled on a prudent basis to minimise the risk of the Council being forced to borrow on unfavourable terms to meet its financial commitments. Limits on long-term investments are set by reference to the Council's medium-term financial plan and cash flow forecast. The Council will spread its liquid cash over at least three providers (e.g. bank accounts and money market funds) to ensure that access to cash is maintained in the event of operational difficulties at any one provider.

7. Treasury Management Prudential Indicators

- 7.1. The Council measures and manages its exposures to treasury management risks using the following indicators.
- 7.2. **Security:** The Council has adopted a voluntary measure of its exposure to credit risk by monitoring the value-weighted average credit score of its investment portfolio. Arlingclose calculate the credit score by applying a score to each investment (AAA=1, AA+=2, etc.) and taking the average, weighted by the size of each investment. Unrated investments are assigned a score based on their perceived risk.
- 7.3. The target for the portfolio average credit score is 6.0.

- 7.4. **Liquidity:** The Council has adopted a voluntary measure of its exposure to liquidity risk by monitoring the amount of cash available to meet unexpected payments within a rolling three-month period, without additional borrowing.
- 7.5. The target level of cash available within three months is £30m. In addition, the Council aims to hold a minimum of £10m readily available in same day access bank accounts and/or Money Market Funds.
- 7.6. **Maturity structure of borrowing:** This indicator is set to control the Council's exposure to refinancing risk. The upper and lower limits on the maturity structure of borrowing will be:

Table 7: Maturity Structure of Borrowing

	Upper Limit	Lower Limit
Under 12 months	30%	0%
12 Months to 2 Years	30%	0%
2 Years to 5 Years	30%	0%
5 Years to 10 Years	35%	0%
10 Years to 20 Years	35%	0%
20 Years to 30 Years	45%	0%
30 Years to 40 Years	45%	0%
40 Years to 50 Years	45%	0%
50 Years and above	50%	0%

- 7.7. Time periods start on the first day of each financial year. The maturity date of borrowing is the earliest date on which the lender can demand repayment.
- 7.8. **Long-term treasury management investments:** The purpose of this indicator is to control the Council's exposure to the risk of incurring losses by seeking early repayment of its investments. The prudential limits on long-term treasury management investments will be:

Table 8: Investments beyond year end

	2024/25	2025/26	2026/27	No fixed date
Limit on principal invested beyond year end	£30m	£20m	£20m	£100m

- 7.9. Long-term investments with no fixed maturity date include strategic pooled funds and real estate investment trusts but exclude money market funds and bank accounts with no fixed maturity date as these are considered short-term.

8. Financial derivatives

- 8.1. Local authorities have previously made use of financial derivatives embedded into loans and investments both to reduce interest rate risk (e.g. interest rate collars and forward deals) and to reduce costs or increase income at the expense of greater risk

(e.g. LOBO loans and callable deposits). The general power of competence in section 1 of the *Localism Act 2011* removes much of the uncertainty over local authorities' use of standalone financial derivatives (i.e. those that are not embedded into a loan or investment).

- 8.2. The Council will only use standalone financial derivatives (such as swaps, forwards, futures and options) where they can be clearly demonstrated to reduce the overall level of the financial risks that the Council is exposed to. Additional risks presented, such as credit exposure to derivative counterparties, will be taken into account when determining the overall level of risk. Embedded derivatives, including those present in pooled funds and forward starting transactions, will not be subject to this policy, although the risks they present will be managed in line with the overall treasury risk management strategy.
- 8.3. Financial derivative transactions may be arranged with any organisation that meets the approved investment criteria, assessed using the appropriate credit rating for derivative exposures. An allowance for credit risk calculated using the methodology in the Treasury Management Practices document will count against the counterparty credit limit and the relevant foreign country limit.
- 8.4. In line with the CIPFA Code, the Council will seek external advice and will consider that advice before entering into financial derivatives to ensure that it fully understands the implications.

9. Markets in Financial Instruments Directive

- 9.1. The Council has opted up to professional client status with its providers of financial services, including advisers, banks, brokers and fund managers, allowing it access to a greater range of services but without the greater regulatory protections afforded to individuals and small companies. Given the size and range of the Council's treasury management activities, the Section 151 Officer believes this to be the most appropriate status.

10. Other Options Considered

- 10.1. The CIPFA Code does not prescribe any particular treasury management strategy for local authorities to adopt. The Section 151 Officer believes that the above strategy represents an appropriate balance between risk management and cost effectiveness. Some alternative strategies, with their financial and risk management implications, are listed below.

Alternative	Impact on income and expenditure	Impact on risk management
Invest in a narrower range of counterparties and/or for shorter times	Interest income will be lower	Lower chance of losses from credit related defaults, but any such losses may be greater

Alternative	Impact on income and expenditure	Impact on risk management
Invest in a wider range of counterparties and/or for longer times	Interest income will be higher	Increased risk of losses from credit related defaults, but any such losses may be smaller
Borrow additional sums at long-term fixed interest rates	Debt interest costs will rise; this is unlikely to be offset by higher investment income	Higher investment balance leading to a higher impact in the event of a default; however long-term interest costs may be more certain
Borrow short-term or variable loans instead of long-term fixed rates	Debt interest costs will initially be lower	Increases in debt interest costs will be broadly offset by rising investment income in the medium term, but long-term costs may be less certain
Reduce level of borrowing	Saving on debt interest is likely to exceed lost investment income	Reduced investment balance leading to a lower impact in the event of a default; however long-term interest costs may be less certain

11 Non-treasury Investments

Service Investments

- 11.1 The Council may make investments to assist local public services, including making loans to or investing in local service providers, including its own subsidiaries to support local public services and stimulate local economic growth. Service investments can make a commercial return but obtaining those returns will not be the primary purpose of the investment.
- 11.2 The main risk when making service loans is that the borrower will be unable to repay the principal lent and/or the interest due. The Council makes every reasonable effort to collect the full sum lent and has appropriate credit control arrangements in place to recover overdue repayments and assesses the risk of loss before entering into and whilst holding service loans.
- 11.3 The Council may invest in the shares of its subsidiaries, its suppliers, and local businesses to support local public services and stimulate local economic growth. One of the risks of investing in shares is that they fall in value meaning that the initial outlay may not be recovered and the Council assesses the risk of loss before entering into and whilst holding shares.
- 11.4 The value and risks of service investments must remain proportionate to the size of the Council. As at 31 March 2023, the Council held service loans to town and parish councils, local charities and other organisations totalling £3.0m and shares in subsidiaries valued at £33,000.

Commercial Investments

- 12.1. Investments for commercial purposes (or commercial investments) are taken or held primarily for financial return (or yield) and are not linked to treasury management activity or to delivering services.
- 12.2. Local authorities must not borrow to invest for the primary purpose of financial return and PWLB loans are no longer available to local authorities if they plan to buy investments primarily for yield in the next three years.
- 12.3. The Council has no commercial investments and intends to avoid this activity in order to retain its access to PWLB loans.

Annex 1 – External Context (provided by Arlingclose)

Economic background: The impact on the UK from higher interest rates and inflation, a weakening economic outlook, an uncertain political climate due to an upcoming general election, together with war in Ukraine and the Middle East, will be major influences on the Authority's treasury management strategy for 2024/25.

The Bank of England (BoE) increased Bank Rate to 5.25% in August 2023, before maintaining this level for the rest of 2023. In December 2023, members of the BoE's Monetary Policy Committee voted 6-3 in favour of keeping Bank Rate at 5.25%. The three dissenters wanted to increase rates by another 0.25%.

The November quarterly Monetary Policy Report (MPR) forecast a prolonged period of weak Gross Domestic Product (GDP) growth with the potential for a mild contraction due to ongoing weak economic activity. The outlook for CPI inflation was deemed to be highly uncertain, with upside risks to CPI falling to the 2% target coming from potential energy price increases, strong domestic wage growth and persistence in price-setting.

Office for National Statistics (ONS) figures showed CPI inflation was 3.9% in November 2023, down from a 4.6% rate in the previous month and, in line with the recent trend, lower than expected. The core CPI inflation rate declined to 5.1% from the previous month's 5.7%, again lower than predictions. Looking ahead, using the interest rate path implied by financial markets the BoE expects CPI inflation to continue falling slowly, but taking until early 2025 to reach the 2% target before dropping below target during the second half 2025 and into 2026.

ONS figures showed the UK economy contracted by 0.1% between July and September 2023. The BoE forecasts GDP will likely stagnate through 2024. The BoE forecasts that higher interest rates will constrain GDP growth, which will remain weak over the entire forecast horizon.

The labour market appears to be loosening, but only very slowly. The unemployment rate rose slightly to 4.2% between June and August 2023, from 4.0% in the previous 3-month period, but the lack of consistency in the data between the two periods made comparisons difficult. Earnings growth has remained strong, but has showed some signs of easing; regular pay (excluding bonuses) was up 7.3% over the period and total pay (including bonuses) up 7.2%. Adjusted for inflation, regular pay was 1.4% and total pay 1.3%. Looking forward, the MPR showed the unemployment rate is expected to be around 4.25% in the second half of calendar 2023, but then rising steadily over the forecast horizon to around 5% in late 2025/early 2026.

Having increased its key interest rate to a target range of 5.25-5.50% in August 2023, the US Federal Reserve appears now to have concluded the hiking cycle. It is likely this level represents the peak in US rates following a more dovish meeting outcome in December 2023. US GDP grew at an annualised rate of 4.9% between July and September 2023, ahead of expectations for a 4.3% expansion and the 2.1% reading for Q2. But the impact from higher rates has started to feed into economic activity and growth will weaken in 2024. Annual CPI inflation was 3.1% in November.

Eurozone inflation has declined steadily since the start of 2023, falling to an annual rate of 2.4% in November 2023. Economic growth has been weak and GDP contracted by 0.1% in the three months to September 2023. In line with other central banks, the European Central Bank has increased rates, taking its deposit facility, fixed rate tender, and marginal lending rates to 3.75%, 4.25% and 4.50% respectively.

Credit outlook: Credit Default Swap (CDS) prices were volatile during 2023, spiking in March on the back of banking sector contagion concerns following the major events of Silicon Valley Bank becoming insolvent and the takeover of Credit Suisse by UBS. After then falling back in Q2 of calendar 2023, in the second half of the year, higher interest rates and inflation, the ongoing war in Ukraine, and now the Middle East, have led to CDS prices increasing steadily.

On an annual basis, CDS price volatility has so far been lower in 2023 compared to 2022, but this year has seen more of a divergence in prices between ringfenced (retail) and non-ringfenced (investment) banking entities once again.

Moody's revised its outlook on the UK sovereign to stable from negative to reflect its view of restored political predictability following the volatility after the 2022 mini-budget. Moody's also affirmed the Aa3 rating in recognition of the UK's economic resilience and strong institutional framework.

Following its rating action on the UK sovereign, Moody's revised the outlook on five UK banks to stable from negative and then followed this by the same action on five rated local authorities. However, within the same update the long-term ratings of those five local authorities were downgraded.

There remain competing tensions in the banking sector, on one side from higher interest rates boosting net income and profitability against another of a weakening economic outlook and likely recessions that increase the possibility of a deterioration in the quality of banks' assets.

However, the institutions on our adviser Arlingclose's counterparty list remain well-capitalised and their counterparty advice on both recommended institutions and maximum duration remain under constant review and will continue to reflect economic conditions and the credit outlook.

Interest rate forecast (December 2023): Although UK inflation and wage growth remain elevated, the Authority's treasury management adviser Arlingclose forecasts that Bank Rate has peaked at 5.25%. The Bank of England's Monetary Policy Committee will start reducing rates in 2024 to stimulate the UK economy but will be reluctant to do so until it is sure there will be no lingering second-round effects. Arlingclose sees rate cuts from Q3 2024 to a low of around 3% by early-mid 2026.

Arlingclose expects long-term gilt yields to be broadly stable at current levels (amid continued volatility), following the decline in yields towards the end of 2023, which reflects the expected lower medium-term path for Bank Rate. Yields will remain relatively higher than in the past, due to quantitative tightening and significant bond supply. As ever, there will undoubtedly be short-term volatility due to economic and political uncertainty and events.

Underlying assumptions:

- UK inflation and wage growth remain elevated but have eased over the past two months fuelling rate cuts expectations. Near-term rate cuts remain unlikely, although downside risks will increase as the UK economy likely slides into recession.
- The MPC's message remains unchanged as the Committee seeks to maintain tighter financial conditions. Monetary policy will remain tight as inflation is expected to moderate to target slowly, although some wage and inflation measures are below the Bank's last forecasts.
- Despite some deterioration in activity data, the UK economy remains resilient in the face of tighter monetary policy. Recent data has been soft but mixed; the more timely PMI figures suggest that the services sector is recovering from a weak Q3. Tighter policy will however bear down on domestic and external activity as interest rates bite.
- Employment demand is easing. Anecdotal evidence suggests slowing recruitment and pay growth, and we expect unemployment to rise further. As unemployment rises and interest rates remain high, consumer sentiment will deteriorate. Household and business spending will therefore be weak.
- Inflation will fall over the next 12 months. The path to the target will not be smooth, with higher energy prices and base effects interrupting the downtrend at times. The MPC's attention will remain on underlying inflation measures and wage data. We believe policy rates will remain at the peak for another 10 months, or until the MPC is comfortable the risk of further 'second-round' effects has diminished.
- Maintaining monetary policy in restrictive territory for so long, when the economy is already struggling, will require significant loosening in the future to boost activity.
- Global bond yields will remain volatile. Markets are currently running with expectations of near-term US rate cuts, fuelled somewhat unexpectedly by US policymakers themselves. Term premia and bond yields have experienced a marked decline. It would not be a surprise to see a reversal if data points do not support the narrative, but the current 10-year yield appears broadly reflective of a lower medium-term level for Bank Rate.
- There is a heightened risk of fiscal policy and/or geo-political events causing substantial volatility in yields.

Forecast:

- The MPC held Bank Rate at 5.25% in December. We believe this is the peak for Bank Rate.
- The MPC will cut rates in the medium term to stimulate the UK economy but will be reluctant to do so until it is sure there will be no lingering second-round effects. We see rate cuts from Q3 2024 to a low of around 3% by early-mid 2026.
- The immediate risks around Bank Rate have become more balanced, due to the weakening UK economy and dampening effects on inflation. This shifts to the downside in the short term as the economy weakens.

- Long-term gilt yields are now substantially lower. Arlingclose expects yields to be flat from here over the short-term reflecting medium term Bank Rate forecasts. Periodic volatility is likely.

	Current	Dec-23	Mar-24	Jun-24	Sep-24	Dec-24	Mar-25	Jun-25	Sep-25	Dec-25	Mar-26	Jun-26	Sep-26
Official Bank Rate													
Upside risk	0.00	0.25	0.50	0.50	0.75	0.75	0.75	0.75	0.75	0.75	0.75	1.00	1.00
Central Case	5.25	5.25	5.25	5.25	5.00	4.75	4.25	4.00	3.75	3.50	3.25	3.00	3.00
Downside risk	0.00	0.00	-0.25	-0.50	-0.75	-1.00	-1.00	-1.00	-1.00	-1.00	-1.00	-1.00	-1.00
3-month money market rate													
Upside risk	0.00	0.25	0.50	0.50	0.75	0.75	0.75	0.75	0.75	0.75	0.75	1.00	1.00
Central Case	5.40	5.40	5.40	5.30	5.15	4.80	4.30	4.10	3.80	3.50	3.25	3.05	3.05
Downside risk	0.00	0.00	-0.25	-0.50	-0.75	-1.00	-1.00	-1.00	-1.00	-1.00	-1.00	-1.00	-1.00
5yr gilt yield													
Upside risk	0.00	0.50	0.70	0.70	0.85	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Central Case	4.28	4.35	4.30	4.25	4.10	4.00	3.75	3.50	3.40	3.30	3.30	3.30	3.35
Downside risk	0.00	-0.55	-0.75	-0.85	-1.00	-1.00	-1.00	-1.00	-1.00	-1.00	-1.00	-1.00	-1.00
10yr gilt yield													
Upside risk	0.00	0.50	0.70	0.70	0.80	0.90	1.00	1.10	1.20	1.20	1.20	1.20	1.20
Central Case	4.32	4.40	4.35	4.30	4.25	4.15	4.00	3.80	3.75	3.65	3.60	3.65	3.70
Downside risk	0.00	-0.55	-0.75	-0.85	-1.00	-1.00	-1.00	-1.00	-1.00	-1.00	-1.00	-1.00	-1.00
20yr gilt yield													
Upside risk	0.00	0.50	0.70	0.70	0.80	0.90	1.00	1.10	1.20	1.20	1.20	1.20	1.20
Central Case	4.78	4.70	4.65	4.55	4.45	4.35	4.25	4.25	4.25	4.25	4.25	4.25	4.25
Downside risk	0.00	-0.55	-0.75	-0.85	-1.00	-1.00	-1.00	-1.00	-1.00	-1.00	-1.00	-1.00	-1.00
50yr gilt yield													
Upside risk	0.00	0.50	0.70	0.70	0.80	0.90	1.00	1.10	1.20	1.20	1.20	1.20	1.20
Central Case	4.38	4.30	4.25	4.20	4.15	4.15	4.10	4.10	4.10	4.10	4.10	4.10	4.10
Downside risk	0.00	-0.55	-0.75	-0.85	-1.00	-1.00	-1.00	-1.00	-1.00	-1.00	-1.00	-1.00	-1.00

PWLB Standard Rate = Gilt yield + 1.00%

PWLB Certainty Rate = Gilt yield + 0.80%

PWLB HRA Rate = Gilt yield + 0.40%

UK Infrastructure Bank Rate = Gilt yield + 0.40%

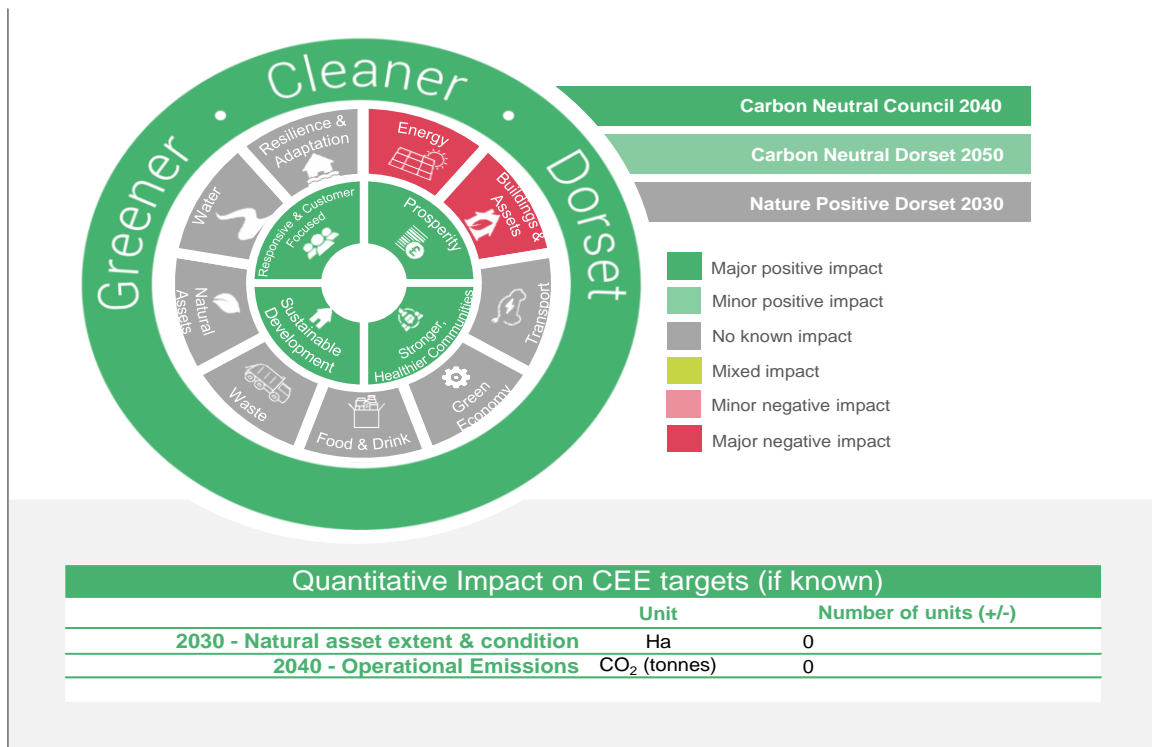
Annex 2: Annual Minimum Revenue Provision Statement 2024/25

1. Where the Council finances capital expenditure by debt, it must put aside resources to repay that debt in later years. The amount charged to the revenue budget for the repayment of debt is known as Minimum Revenue Provision (MRP), although there has been no statutory minimum since 2008. The *Local Government Act 2003* requires the Council to have regard to the then Ministry of Housing, Communities and Local Government's (now Department for Levelling Up, Housing and Communities, DLUHC) *Guidance on Minimum Revenue Provision* (the MRP Guidance) most recently issued in 2018.
2. The broad aim of the MRP Guidance is to ensure that capital expenditure is financed over a period that is either reasonably commensurate with that over which the capital expenditure provides benefits, or, in the case of borrowing supported by Government Revenue Support Grant, reasonably commensurate with the period implicit in the determination of that grant.
3. The MRP Guidance requires the Council to approve an Annual MRP Statement each year and recommends a number of options for calculating a prudent amount of MRP. The following statement incorporates options recommended in the MRP Guidance.
 - For capital expenditure incurred before 1st April 2008 MRP will be determined as 4% of the capital financing requirement in respect of that expenditure.
 - For capital expenditure incurred after 31st March 2008, MRP will be determined by charging the expenditure over the expected useful life of the relevant asset in equal instalments, starting in the year after the asset becomes operational. MRP on purchases of freehold land will be charged over 50 years. MRP on expenditure not related to fixed assets but which has been capitalised by regulation or direction will be charged over 20 years.
 - For assets acquired by leases or the Private Finance Initiative, MRP will be determined as being equal to the element of the rent or charge that goes to write down the balance sheet liability.
 - Where former operating leases will be brought onto the balance sheet due to the adoption of the IFRS 16 Leases accounting standard, and the asset values have been adjusted for accruals, prepayments, premiums and/or incentives, then the annual MRP charges will be adjusted so that the total charge to revenue remains unaffected by the new standard.
 - For capital expenditure loans to third parties, the Council will make nil MRP unless (a) the loan is an investment for commercial purposes and no repayment was received in year or (b) an expected credit loss was recognised or increased in-year but will instead apply the capital receipts arising from principal repayments to reduce the capital financing requirement instead. In years where there is no principal repayment on loans that are investments for commercial purposes, MRP will be charged in accordance with the MRP policy for the assets funded by the loan, including where appropriate, delaying MRP until the year after the assets become operational. Sufficient MRP will be charged to ensure that the outstanding capital financing requirement (CFR) on the loan is no higher than the principal

amount outstanding less the expected credit loss. This option was proposed by the government in its recent MRP consultation and in the Council's view is consistent with the current regulations.

4. Capital expenditure incurred during 2024/25 will not be subject to a MRP charge until 2025/26 or later.

Appendix 5 – Climate Wheel



ACCESSIBLE TABLE SHOWING IMPACTS

Natural Environment, Climate & Ecology Strategy Commitments	Impact
Energy	major negative impact
Buildings & Assets	major negative impact
Transport	No known impact
Green Economy	No known impact
Food & Drink	No known impact
Waste	No known impact
Natural Assets & Ecology	No known impact
Water	No known impact
Resilience and Adaptation	No known impact
Corporate Plan Aims	Impact
Prosperity	strongly supports it
Stronger healthier communities	strongly supports it
Sustainable Development & Housing	strongly supports it
Responsive & Customer Focused	strongly supports it

TABLE OF RECOMMENDATIONS

Recommendations	Responses -will this be incorporated into your proposal? How? And if not, why not?
Energy	
Ensure all electrical equipment is the most energy efficient	
Maximise energy efficiency of the building fabric (e.g. Loft & wall insulation, triple glazing)	
Buildings & Assets	
No recommendations found for this category	
Transport	
No recommendations found for this category	
Green Economy	
No recommendations found for this category	
Food & Drink	
No recommendations found for this category	
Waste	
No recommendations found for this category	
Natural Assets & Ecology	
No recommendations found for this category	
Water	
No recommendations found for this category	
Resilience & Adaptation	
No recommendations found for this category	

Appendix 6 – Responses raised by Scrutiny Committee

Recommendations and comments from the scrutiny committees

At their meetings, the People and Health Scrutiny Committee (12 January 2024) and Place and Resources Scrutiny Committee (17 January 2024) reviewed the draft proposals for the 2024/25 revenue budget and the assumptions used in developing them and an overview of the proposed savings and efficiencies to be made during the course of the year.

People and Health Scrutiny Committee – 12 January 2024

The People & Health Scrutiny Committee raised a series of issues and recommendations for Cabinet to consider prior to finalising the budget. The table below summarises the issues raised, and responses given at the committee meeting, as well as the recommendations for Cabinet to consider.

Issues raised by the People and Health Scrutiny Committee	Response
<p>Children’s Services The Executive Director of People – Children gave a short presentation on the transformation, savings, and external funding for Children’s Services. It is attached to the People and Health Scrutiny Committee’s minutes.</p>	
Were there any planned cuts to staffing levels?	There were no savings planned through job cuts. Some recruitment may be withheld for 3 months when a vacancy arises to ensure that the post is right.
Was the council making savings from Family Hubs?	The council was not making savings from reduction in the number or scale of operations of Family Hubs. However, the work enabled would lead to a reduction in high level need which would create the savings included in the proposed budget.
What benefit would £110k being allocated to the Birth to Settled Adulthood Head of Service post bring to the council?	The Birth to Settled Adulthood programme would improve services for young people transitioning into adulthood, up to the age of 25. It required significant leadership, and the post would be a complex role. The funding was for the total cost of the post rather than the salary.
How could national changes to children’s services policy affect the budget?	The Council was part of the Families First for Children pathfinder which enabled Dorset Council to be further ahead than other councils on this major national policy change. The council was working with the government on policy changes for school attendance and education.

Issues raised by the People and Health Scrutiny Committee	Response
<p>What would be the risk of increasing the number of unaccompanied asylum-seeking children but not increasing the funding? Would costs for support services decrease as children become more integrated?</p>	<p>The council has made a commitment to meet the requirement set by government. Integration through foster carers or supported accommodation would bring costs down. Staffing has been future proofed in case the number of unaccompanied asylum-seeking children increased. There was full cost recovery for accommodation costs.</p>
<p>Was there enough funding to look after unaccompanied asylum-seeking children to age 25?</p>	<p>There were currently over 500 care leavers. It was built into the budget in terms of staffing.</p>
<p>The financial risks associated with the High Needs Block .</p>	<p>The high needs block was the most significant financial risk to the council. The Statutory Instrument was in place until April 2026, which if not extended would mean that the Council would have to account for a significant debt . There was a £40m capital programme to build more sufficient capacity for children. An application for a further £14m was submitted to the Department of Education to fund the capital programme.</p>
<p>The Department for Education gave the council a significant grant through the 'Safety Valve' agreement. Was there any clawback in the agreement if plans were not met.</p>	<p>The DfE would contribute just over £40m over a 4-year period, and to this point £20m has been given to us. Within the agreement with the DfE there is no expectation to give the money back. The council was currently in negotiations with the DfE to revise the agreement because plans were not progressing as expected, and this would enable the council to receive the next instalment of funding.</p>
<p>If not extended beyond April 2026, the forecast debt for the High Needs Block was £45.8m. Should this be provisioned for in the reserves?</p>	<p>Increasing the reserves to offset risk was likely to be from repurposing the current reserves. There needed to be a national solution because it would lead to multiple local authorities declaring a Section 114 notice if they did not have enough reserves.</p>
Fees and Charges	
<p>Traded services income removal would cost Children's Services £0.6m. Were there any other areas generating income for Children's Services?</p>	<p>The traded services income removal was from education support services which was not appropriate for the level of benefit to the council, and it was a risk. The outdoor</p>

Issues raised by the People and Health Scrutiny Committee	Response
	education service was successful in terms of trading. In some cases, income would be generated from training courses.
The council provides care to people who are entitled to it. How much of the self-funded care market would the council be able to get into?	The council buys about 25% of the available beds in the residential nursing market and about 50% in community-based services for people who have been Care Act assessed. Self-funders can be guided through the council for information and advice to find appropriate care, but the council does not actively broker for them. Reform of Adult Social Care looked at this aspect, but it has been pushed back for a number of years.
Would the funding given to Care Dorset create an income for the council?	There was a contract of £26m between Dorset Council and Care Dorset. A 5-year business plan would be created with Care Dorset which would have opportunities to look for income to the council from the wider market. Teckal trading arrangements allowed for Care Dorset to do 20% trading above the contract value with the council.
Were people made aware of the services that Adult Social Care offered so more income could be generated for the council?	Adult social care looked for areas where they could charge for services, however they were limited in what services they could charge for and how much they could charge clients. Approximately 76% of service users paid a contribution and a charge to their care, which was based upon their ability to pay a fee.
A member felt that income generation for the council was difficult because councils are service providers. A Dorset premium could be charged for some services that the council delivers because the council was best at delivering them. Officers could receive more training on income generation.	
The Adults & Housing budget had an increase of £7.2m and this included £8m savings. What was included within the £5m savings for market management?	The directorate had a good track record of delivering savings and they were confident that they could deliver the £5m savings because of work that has already taken place. A breakdown of what was included within the £5m would be provided to members.

Issues raised by the People and Health Scrutiny Committee	Response
The council raises revenue through a number of ways such as selling advertising on roundabouts. There should be a wider discussion about this in the Place & Resources Scrutiny Committee.	The majority of roundabouts were sponsored, and an internal member of staff works on this. £152k of income is generated from this. The council works with companies filming in Dorset to generate income for the council.
A member did not want to see specialist resource being used in adult social care to be used to generate additional income because it may only increase funding marginally.	
A member thought it was important that income generation was reported through a robust income generation section in quarterly financial reports, because it would highlight the areas where the council does have income generation.	
It was difficult for adult social care to generate income, however the council benchmarked well against other councils for generating income within adult social care. Was this because people in Dorset were able to pay more contributions towards their care?	Yes, this was a contributing factor.
Recommendation 1: That Cabinet explores more options for fees and charges to create income for services.	Cabinets response to this recommendation is included at the end of this document
Recommendation 2: That Cabinet receives regular reporting of income generation from fees and charges within Quarterly Financial reports.	Cabinets response to this recommendation is included at the end of this document
Transformation and Our Future Council	
The Our Future Council savings were originally £15m but it was now £12m. Has £3m already been saved and would using capital receipts for revenue also reduce it?	An underlying theme was invest to save. Generating £12m of savings would create a cost itself. The budget gap was £15m however it was reduced because of reducing inflation on utilities.
Several members were concerned about reserves being used to underwrite the savings of Our Future Council. Members thought that using reserves in the budget did not lead to a balanced budget, and it contradicted the principle of not using reserves to balance the budget.	There was a fundamental issue of using reserves to close a budget gap. In this case, sufficient funding from reserves was being set aside to cover the risk of not meeting the savings.

Issues raised by the People and Health Scrutiny Committee	Response
	The flexible use of capital receipts would not be used to offset Our Future Council savings.
Recommendation 3: That Cabinet amend the principle that “we will not balance the Budget Strategy by using reserves” in order to clarify the cabinet’s position on using reserves within the budget.	Cabinets response to this recommendation is included at the end of this document
The council was not doing well in terms of the Revenue Support Grant it received. The council has been lobbying government however it has not worked.	
Recommendation 4: That Cabinet write to government to ensure that councils are properly funded.	Cabinets response to this recommendation is included at the end of this document
How confident was the Section 151 officer that 3.2% inflation was achievable and why was there a 5% increase in fees and charges when inflation was lower?	The assumption was that inflation would fall; however, this had not yet been achieved nationally. The council would set aside 3.2% for average inflation. The council also holds a £5m contingency budget to also mitigate the risk of further inflationary pressures. There were additional allocations for utility costs where they rise faster than inflation. The 5% increase in charges would be what was best for services and what they could do within relevant legislation.
There was uncertainty about the future of the adult social care grant. Were preparations being made for the future?	There was funding through the adult social care grant for the next year, but there was no clarity on the future of the funding which created a risk.
In the next year of the Medium-Term Financial Plan, an additional £13m of business rates was being budgeted for. Where was this number from?	The business rate income was originally based on government assumptions. The significant change to the increase in business rates income is due to the revised rateable values which came into effect in April 2023, with the last rating revaluation being in 2017. In addition to this, the Council sought external advice on business rates which has led to the Council being able to be set higher income than the government prediction because of local circumstances.
Housing Finance	

Issues raised by the People and Health Scrutiny Committee	Response
Have the mitigations put in place to reduce the use of B&B accommodation worked?	The number of B&B accommodation being used has reduced and alternatives are found when people become homeless. Although homelessness has increased, the decrease in use of B&B accommodation shows good performance. It was important to focus on the prevention of progress through working with landlords. There needs to be more work in moving people from temporary accommodation to settled accommodation.
What housing had the council purchased through schemes. Were there plans to continue purchasing housing to use as temporary accommodation?	The council had acquired 66 homes over the last 3 years through government grants. This included grants for Ukrainian or Afghan families and rough sleeper initiatives. It was important to continue working with government to receive grants.
The number of private rented housing is decreasing, and the cost is going up. What is the council doing with this?	Work has been put into creating the Housing Strategy over the past year. The next stage was developing a delivery plan which would help to address the challenges. The council needed to be working with landlords and property owners. Members would be involved with development of the delivery plan.
What was the impact of a decrease in the New Homes Bonus, and does it indicate a failure of Dorset Council?	The Planning Authority had a role to play in encouraging and approving developments. The number of houses delivered has decreased, as suggested by the decrease in the New Homes Bonus. The New Homes Bonus does not relate to how many housing units are brought forward by the council itself. The council has involvement in bringing new developments forward, but it is not solely responsible for this.
Transport for Children and Adults	
More SEND units were being set up across the county to reduce travel. Parents challenge school placements and the council rarely wins the appeals. Would the building more places increase the amount of travel because there is more choice, and each school would offer different specialisms.	Children having the opportunity to learn within their local communities was very important so building specialist facilities on existing school sites was in the best interests of the children. It would also be in the best interest of the travel budget. If parents do not agree with placements and the parents win the appeal, it can lead to expensive travel costs for the council.

Issues raised by the People and Health Scrutiny Committee	Response
Although Home to School transport was a cross-council issue, it did matter which service was the budget holder. Financial principles dictate that the majority user should hold most the budget. There were currently multiple users of the budget, but the place directorate had the expertise. The users, children's and adult services, should be holding most of the budget and they should buy in the experience from Place in order to reduce overspend.	
Recommendation 5: That Cabinet considers whether Place was the appropriate budget holder for Home to School Transport.	Cabinets response to this recommendation is included at the end of this document
How do adult social services work with volunteers to help access care, such as volunteer car schemes.	The Voluntary and Community Sector Strategy being developed could address this. Adult social care works closely with voluntary services. There was an adult's transport budget of £1.4m to access day services. An element of accessing care was for health providers.

The following table shows the considerations given by Cabinet members to the recommendations made by the People & Health Scrutiny Committee.

Recommendations made by the People and Health Scrutiny Committee	Response
Recommendation 1: That Cabinet explores more options for fees and charges to create income for services.	Fees and charges are reviewed annually as part of the budget setting process. Income generation will be included as a theme in the 'commercialisation' task and finish group.
Recommendation 2: That Cabinet receives regular reporting of income generation from fees and charges within Quarterly Financial reports.	Agreed. The Q3 financial report includes more information on sundry debt and going forwards will include more information on fees and charges.
Recommendation 3: That Cabinet amend the principle that "we will not balance the Budget Strategy by using reserves" in order to clarify the cabinet's position on using reserves within the budget.	The portfolio holder has given this careful consideration. It is important to note that Paras 22.4 and 22.6 confirm that the Council's reserves have increased from the period 31/3/20 to 31/3/23 and therefore the use of reserves has not impacted on the overall financial position. For 24/25 the

Recommendations made by the People and Health Scrutiny Committee	Response
	proposal is not to use reserves to fund services, but to underwrite the Our Future Council proposals. This is consistent with the purpose of holding reserves and therefore there is no need to amend the principle
Recommendation 4: That Cabinet write to government to ensure that councils are properly funded.	Agreed – this is part of a continued effort to inform and influence the national funding formula for local government.
Recommendation 5: That Cabinet considers whether Place was the appropriate budget holder for Home to School Transport.	It is the role of the head of paid service (Chief Executive) to set the financial framework and organise the discharge of duties under the budget set by council. Having considered the proposal, the Chief Executive is not minded to transfer the budget as it would simply be a distraction to the actual budget management work which is already being coordinated between multiple teams

Place and Resources Scrutiny Committee – 17 January 2024

The Place and Resources Scrutiny Committee raised a series of issues for Cabinet to consider prior to finalising the budget. The table below summarises the issues raised and provides a response to the consideration given.

Issues raised by the Place and Resources Scrutiny Committee	Response
Workforce Issues	
1. The committee note that Dorset Council has spent around £14m a year over the last couple of years on the employment of agency staff, which is a more expensive option. It is flagged up that driving forward the transformation process is imperative to reduce costs in this area.	Noted – we've set up Dorset Connect to help drive down these costs.
2. It is important that Legal Services staffing is kept to full strength in order to mitigate the risk to the council.	Agreed – our attraction and recruitment strategies are focused on this.

Issues raised by the Place and Resources Scrutiny Committee	Response
3. There needs to be sufficient funding and focus on communications and engagement to ensure that the council's recruitment programme is successful.	Agreed.
4. The committee recognise that the recruitment and retention of staff continues to be a challenge particularly with the wage economy, competition with other local authorities and with a national shortage of local government officers in some service areas.	Agreed.
Transformation	
5. Clarification is sought on the position with Public Works Loans as this may affect Dorset Council's working with town and parish councils.	<p>HM Treasury guidance is as follows: "Minor local authorities such as town and parish councils (in England) and town and community councils (in Wales), may also borrow from the PWLB. English town and parish councils need a borrowing approval from the Department for Levelling Up, Housing & Communities (DLUHC)."</p> <p>Source: https://www.dmo.gov.uk/responsibilities/local-authority-lending/about-pwlb-lending/</p>
6. The committee is confident with the Invest to Save strategy and transformation project.	We appreciate their endorsement. Invest to save has been a budget principle which has been maintained over a number of years.
7. It is noted that the sponsorship and income stream through the use of council assets could be developed further to become more commercial and bring in a bigger income for the council.	Agreed – commercialisation is an area which will be further developed building on the existing work on initiatives such as roundabout sponsorship through the OFC programme
8. The committee note the role of the Our Future Council programme to find efficiencies and transformation in services, with an initial focus on Place and Corporate areas. Assurance will be sought on	Agreed.

Issues raised by the Place and Resources Scrutiny Committee	Response
progress with the programme in September/October 2024 with regular monitoring opportunities for councillors provided.	
Home to School Transport	
9. There is a need for additional placements at the Dorset Centre of Excellence to be progressed at pace to assist with relieving SEN budget pressures.	Agreed. The DCOE Board will be reporting on progress at the Cabinet meeting 30 January.
10. The committee highlight the importance of Dorset Council working with maintained schools and academies to progress the necessary SEND infrastructure to mitigate against SEND travel costs and to enable education at a more local level.	Agreed – this work is progressing through the Schools Forum.
Waste Services	
11. The committee is content with the budget proposals in this area.	Noted.
Planning	
12. The committee recognise the need to ensure adequate capacity of staffing in planning as a large statutory planning authority and the risk that not having adequate capacity could pose to the budget.	Noted – there are only 2 vacancies in Development Management. We have reduced the waiting time for planning.
13. The Council should lobby the Government to be more flexible within the planning approach, although it is noted that guidance on new legislation is awaited and further discussion can take place at this time.	Portfolio Holder is in regular contact with government at the highest level in respect to various planning concerns of this council.
Property and Assets	
14. Councillors are generally content with the strategy in this	Noted.

Issues raised by the Place and Resources Scrutiny Committee	Response
<p>area but note that the council should be mindful of when assets are costing significant money to maintain.</p>	
Car Parking	
<p>15. It is noted that this area will be subject to scrutiny later in 2024 and debate will be held at this time.</p>	<p>Noted.</p>
Funding for Dorset	
<p>16. The committee ask the Leader and portfolio holders to continue to lobby Government to demand a better funding deal for Dorset.</p>	<p>Noted. Leader and Portfolio Holders have sort to influence the national funding formula at every opportunity</p>
Commercial Strategy	
<p>17. The committee request that a task and finish group be established post May 2024 to consider the council's commercial strategy.</p>	<p>Noted. This can be included in the Place and Resources Scrutiny Committee forward plan.</p>
Partnership working	
<p>18. The committee note the theme of the Our Future Council programme around the working relationship between Dorset Council and town and parish councils and note that it would be helpful for Dorset Council to produce a list of items that could be discussed for potential sharing or devolution.</p>	<p>The Council is always open to discussions with town and parish councils about the provision of services.</p>

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Appendix 7 – Harbours Advisory Committee

The Harbours Advisory Committee met on the 22 November 2023 and set out the harbours 2024/25 budget considerations. The proposals are based on assumptions and principles that are consistent with those used for the rest of the Dorset Council budget. There are no specific items arising to draw to the attention of Cabinet or Council.

[Dorset Councils Harbours Budget and Fees Setting Report 1.pdf](#)

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Appendix 8 – Flexible Capital Receipts Policy

1 Objects and purpose

- 1.1 The Department for Levelling Up, Housing and Communities has provided guidance on the extension of the flexibility to use capital receipts to fund transformation projects up until the end of financial year 2029/30. Further proposals will be brought forward for future years as they arise.
- 1.2 This policy is intended to enable Dorset Council to make use of this flexibility to deliver its Transformation Programme.
- 1.3 The council's Transformation Programme is an ambitious set of proposals covering a ten-year period from 2020 to 2030.
- 1.4 The use of capital receipts to fund transformational costs (up to the value of those capital receipts), rather than applying revenue resources / reserves that would have been previously necessary, allows for these revenue resources to be directed to service areas to facilitate further service redevelopment and mitigates the financial pressures of the council for the current and ensuing year.
- 1.5 The programme is being delivered across five themes across all parts of the council. These themes correlate to the priorities in the Dorset Council plan and seek to achieve outcomes to improve the lives of Dorset residents and the experience of visitors to Dorset.
 - Protect our natural environment, climate & ecology
 - Create stronger healthier communities.
 - Create sustainable development and housing.
 - Drive economic prosperity.
 - Become a more responsive, customer focused council.
- 1.6 The council continues to focus on transformation supporting long-term financial sustainability by reshaping systems and processes to become more efficient, accessible, and modern.
- 1.7 To support this, up to £3.5m of transformation funding has been identified from unallocated ringfenced capital receipt which has been held in reserves and which will enable the council to invest in new initiatives within the Assets & Regeneration and Housing services that will in turn provide a longer-term financial revenue return savings, additional future capital receipts will enable the organisation to change and meet its 21st century, modern council ambitions.
- 1.8 The ambitions for Dorset remain bold and it is recognised that fundamental change to systems enabling improved outcomes across demand-led services can take time. As such, a long-term transformation programme is required as we build incremental change to drive outcomes and realise financial stability.
- 1.9 This is being developed in a short, medium, and long-term approach. Managing a large programme of short, medium, and long-term work successfully requires careful management of key enablers. These have been

defined through six workstreams which are critical to enabling efficiency and consistency across the organisation.

Assets & Regeneration

- 1.10 One of the six workstreams is “Making best use of assets and leading economic growth.” This workstream ensures that the Transformation Programme is aligned to our asset management strategy. By adopting a 'One Council' co-ordinated approach to asset management the council will ensure that it is effectively, efficiently, and safely managed, it is fit for purpose and able to meet the needs of residents whilst ensuring that the value of the estate is fully realised.
- 1.11 Repurposing of, and investing in, council assets is vital to a number of critical council projects, for example the SEND programme, Family Hubs, and Dorset Innovation Park.
- 1.12 The work required to adopt a “One Council” approach to asset management and to deliver the capital projects within this policy is conducted and co-ordinated by the council’s Assets and Regeneration (A&R) Service.
- 1.13 In 2022 the council commissioned a review of its Assets and Property service, this was conducted by 31ten, a specialist management consultancy. 31ten recommended that:
 - Attention was paid to essential work on compliance closing gaps.
 - A programme of fast-track asset reviews was established to shape delivery of a programme for leasing, repurposing, refurbishment, or disposal.
 - The foundations were put in place for performance. Change and development initiated to support and help build an effective high performing service.
 - To enable this, an essential dependency was the targeted deployment of internal capacity and investment in additional temporary resource to deliver the change.
 - Improvement in the pace of delivery of the Strategic Asset Management Plan (SAMP), is confirmed as a key priority to contribute towards the Transformation Programme.
 - Acceleration of the SAMP would also be beneficial for the council’s transformation and financial revenue position.
- 1.14 Accordingly, the Council has undertaken a Service reconfiguration of its Assets & Regeneration department, including a focus on asset management and capital project delivery.
- 1.15 The council has identified that £2m of unallocated Capital receipts to be used to fund the Asset and Regeneration service reconfiguration, structural changes, and operating model refinements to provide the Council with an improved property and asset management approach.
- 1.16 These changes will result in increased strategic level capacity, new business partnering roles into the Services, additional delivery capacity, and further operational support capability to release surplus sites and deliver capital

projects. This will directly deliver across the organisations Transformation Programme generating further longer-term revenue savings for the authority whilst providing land holdings into the marketplace, primarily for residential and economic development activities.

Housing Services

- 1.17 As a key contributor to the full range of transformation workstreams, the housing service has both a range of commitments and statutory functions to deliver. Housing commitments and outcomes are clear and good progress has been made at a time when demand has been increasing. However, further investment is required, both in managing increased demand and meeting targets and will also ensure housing meets workstream's objectives.
- 1.18 Workstream 1 is 'Be a key player in place shaping, optimising community capacity and assets.' This workstream links to the delivery of statutory housing functions, Council Plan delivery and commitments found in other key housing strategies and policies:
1. The Housing Strategy
 2. The Homelessness & Rough Sleeping Strategy
 3. The Bed and Breakfast Exit Plan
 4. To manage and maintain a Housing Register
- 1.19 Workstream 2 is 'Be an early intervention, inclusion county.' This links to the delivery of a range of housing services and initiatives transforming our approach:
1. homeless prevention and tenancy sustainment services.
 2. accommodation related support for vulnerable households.
 3. data and performance insight.

- 1.20 Workstream 3 is 'Be smart in its use of assets, estates, and capital. This links to a range of housing commitments seeking to match the supply of accommodation to demand across a range of models, maximise external grants, respond to opportunities to make best use of stock across the spectrum in:
1. Housing strategy objectives.
 2. Government grant schemes to increase accommodation for identified cohorts.
 3. Homelessness & Rough Sleeping Strategy Action Plan (temporary accommodation review, gap analysis).
 4. Collaborative review of repair and maintenance agreements with Assets and Regeneration.
- 1.21 Workstream 4 is 'Be a commercial council that demonstrates value for money and services.' This links to outcomes of service design work within housing being implemented to ensure services are delivered in a customer focussed way, using our data, and maximising opportunities to reduce expenditure in key areas.
- 1.22 The housing service also supports other key council services such as Adult Social Care and Children's Services, with an increased demand for housing to support, manage and enable accommodation schemes. Responding to known and developing insight for the provision of accommodation enables, less hand offs, leading to more successful customer outcomes and effective revenue management.
- 1.23 The housing service was restructured in 2021. In 2023 a further review and restructure proposal has been completed, focussing on identified deliverables.
- 1.24 The council has identified £1.5 million of unallocated Capital receipts to be used by Housing services to fund the service reconfiguration, structural changes, and operating model refinements. This will ensure the Council provides an improved housing offer, which benefits both the Council and those who approach us for help.
- 1.25 This additional capacity will ensure that the delivery of the Housing Strategy objectives is prioritised – which will support the Councils vision, in providing our citizens access to affordable, sustainable, suitable and secure homes. This will also have a positive impact on their health and well-being and feel part of a sustainable and thriving community, helping to improve employment prospects, and reducing health interventions.
- 1.26 Additional investment will also result in far greater efficiency and effectiveness across the housing service, enable a more 'customer focussed' approach and enabling earlier intervention. In essence, and if agreed, the anticipated benefits achieve greater efficiencies and effectiveness by:
1. increasing the number of prevention cases, which will result in temporary accommodation (TA) Bed and Breakfast/Nightly rates cost avoidance.
 2. Reducing presentation numbers and the number of repeat visitors, thus reducing backlog of cases, allowing staff more time to

effectively manage cases and deliver greater successful prevention outcomes.

3. Reducing the numbers of households needing TA and ensuring people move on when they are ready to secure and sustain a tenancy to prevent further risk of homelessness.
4. Improving service culture by ensuring more collaborative working between teams which will help reduce staff turnover, thus helping the Service to manage demand more effectively.
5. Reviewing and aligning service policies and procedures to achieve greater efficiency.
6. Significant cost avoidance by eradicating the usage of B&B hotels and expensive nightly let provision altogether.
7. Reducing the number and time households spend in temporary accommodation.
8. Keeping households in their current accommodation by reducing the number of S21 notices, alongside increasing access to the private rented sector. This also includes increasing the number long-term empty homes which creates and supports all citizens, creating healthier communities.
9. Reducing the number of evictions across all tenures.
10. Developing greater partnership working with both internal and external support providers.

2 Transformation Projects

- 2.1 DLUHC has provided a definition of expenditure that qualifies for funding from capital receipts which states “Qualifying expenditure is expenditure on any project that is designed to generate ongoing revenue savings in the delivery of public services and/or transform service delivery to reduce costs and transform service delivery in a way that reduces costs or demand for services in future years for any of the public sector delivery partners. Within this definition, it is for individual local authorities to decide whether a project qualifies for the flexibility.”
- 2.2 The council intends to use capital receipts to fund the following projects:

Assets & Regeneration projects	2023/24	2024/25
Strategic Asset Management Plan and Effective Property Services (Corporate Landlord)	£158,547	£494,004
RAPID Asset Reviews	£129,965	£250,000
Acceleration of Disposals	£204,340	£481,938
Property Management System		£206,264
Total	£492,852	£1,432,206

Note 2023/24 Assets & regeneration figures for 2023/24 are included for historical reference.

Housing Services projects	2024/25
Temporary accommodation management plan and effective temporary accommodation housing management services	£379,985
Housing Register management and lettings services	£404,194
Housing Strategy Delivery Plan	£263,338
Strategic Performance and Improvement Delivery Plan	£125,924
Effective Empty Homes Services	£49,689
Effective Homeless Prevention Services	£282,065
Total	£1,505,195

- 2.3 Up to £2m for 2023/24 and 2024/25 has previously been allocated from capital receipts already received to support Assets and Regeneration projects.
- 2.4 The development of a new strategic asset management plan, including the implementation of an effective property services (corporate landlord) approach will ensure the council obtains the benefits of a strategic approach to asset management, by transferring the management of premises related activity to the assets & property function, enabling front line services to focus on service delivery. The project will work collaboratively with services to ensure the smooth transfer of property related activities, with the resulting economies of scale and strategic asset decision making resulting in best use of space, delivery of financial savings and capital receipts, as well as safe, accessible, compliant and well-maintained properties.

- 2.5 A rolling programme of asset reviews, in which the council assesses and considers best use of its property and land on a regular basis will identify opportunities for repurposing to meet service demand, as well as opportunities for development and disposal of assets and the associated revenue and capital associated with this. This will contribute to the acceleration of the disposals programme.
- 2.6 The development and implementation of the strategic asset management plan and asset reviews programme will be driven forward by a small, focused team of business partners. Who will work closely with services and external stakeholders to identify need and opportunity, and to deliver asset management solutions.
- 2.7 The property management project is converging and cleansing our property datasets, including verification of all council leases. This improvement in property data quality will result in increased accuracy and timeliness in rent reviews and debt management.
- 2.8 By exception, Housing Services will continue to supply management and provision of temporary accommodation functions. Projects will ensure a collaborative approach with Assets & Regeneration maximises efficiencies and consistency for this specialist accommodation and meets the needs of complex clients.
- 2.9 The temporary accommodation management plan includes a rationalisation and review of the temporary accommodation stock and processes. This approach ensures rental income is set appropriately, aims to reduce expensive accommodation, ensures standards are achieved and maintained and new acquisitions and leases are cost effective and consistent. This will result in best value for money and income maximisation, ensuring appropriate temporary accommodation is available to meet demand, in the right location.
- 2.10 The temporary accommodation housing management system project will provide essential case management, with new and reviewed processes for temporary accommodation. This system supports eviction processes, breaches, property management and income and void levels. This will result in improved data insight, reduced temporary housing debt levels, maximise income collection rates, reduced voids levels and greater efficiencies in staffing resources.

- 2.11 The housing register management and lettings project focusses on effective management of the social housing register which is a statutory responsibility. The project will include a remodelling of service interdependencies, focus on backlogs, new initiatives such as specialist support at community level. This will result in improved customer experience, improved data insight, effective monitoring of social housing nominations agreement with registered providers, less void time leading to quicker re-letting of social housing, new specialist housing register support within community spaces and reduced impact in Adult and Children's Services.
- 2.12 The Housing Strategy Delivery project ensures appropriate resources are available to delivery identified objectives. A new delivery plan will include agreed activity over the following 5 years, leading to multiple projects and activity supporting the strategy vision. The project will include programme management, project delivery and effective, timely communications. This will result in improved processes, increased supply of affordable homes, increased supply of settled accommodation, informed partners delivering against key objectives, data led activity ensuring key cohorts can access accommodation that meets strategic commitments in terms of costs, standards, location, design, and support, supports the development of a new Local Plan and delivery of other key council commitments.
- 2.13 The Strategic Performance and Improvement Delivery Plan includes multiple housing projects focussed on homelessness and service wide improvements. The projects are supported by key resources in terms of data management and insight, project management and support and statutory review functions. The work will result in adequate resourcing of key activities to deliver operational efficiencies, increased supply of specific accommodation, maximisation of grant funding, evolving data insight for complex and vulnerable cohorts, effective systems and responds to growing demand.
- 2.14 The Effective Empty Property Services project supports and expands current levels of activity. The Council's proactive approach to long term empty properties supports thriving communities and is an opportunity to access additional supply for temporary accommodation or meet other key accommodation needs in Adult and Children's Services. This project will result in more long-term empty properties being brought back into use and is estimated at twice the current levels by year 4.
- 2.15 The Effective Homeless Prevention Services work establishes the provision of tenancy sustainment services as key mechanism to maintain and improve homeless prevention, bolsters resources to support and liaise with private landlords increasing prevention and relief cases, increasing the number of privately rented homes available to clients and increase staff support. This will result in higher homeless prevention, ensuring citizens can remain in their current accommodation, thus reducing the need for temporary accommodation demand and expenditure.

3 Savings

3.1 The following Assets and Regeneration savings are scheduled to be realised on a year-on-year basis with payback in under two years:

Assets & Regeneration project	2024/25
Strategic Asset Management Plan and Effective Property Services (Corporate Landlord)	£240,333
RAPID Asset Reviews	£285,000
Acceleration of Disposals	£200,000
Property Management System	£219,650
Corporate Office and Depot Rationalisation	£85,094
A&R Realignment & resulting efficiencies	£258,707
TOTAL	£1,288,784

3.2 The following Housing savings are scheduled with payback in two years:

Housing Services Project Savings	2024/25	2025/26	2026/27	2027/28
Asset Review (Temporary Accommodation / Bed & Breakfast Exit)	£90,000	£1,053,400	£218,400	£83,400
Temporary accommodation housing management system	£0	£49,000	£0	£0
Effective Empty Homes Services	£0	£0	£0	£13,800
Effective Homeless Prevention Services	£127,800	£127,800	£127,800	£127,800
Total	£217,800	£1,230,200	£346,200	£225,000

3.3 Risk

Existing levels of investment in the Housing Service is not viable as current limitations in service delivery has placed great strain on the General Fund and resulted in significant overspends in temporary accommodation in the main, for the usage of B&B accommodation and expensive Nightly Rate provision. Whilst the current capacity within the Service is operating as best it can, it is failing to meet the significant demand, particularly since the pandemic and now the cost-of-living pressures. This has also resulted in significant backlogs in homelessness and housing application decisions and the increasing number of households placed in TA.

Bed & Breakfast spend illustration:

2021/22	£1,695,323
2022/23	£2,163,804
2023/24	£1,894,837 forecast

Nightly Paid Temporary Accommodation spend illustration:

2021/22	£726,593
2022/23	£1,576,326
2023/24	£1,806,017 forecast

Without further investment, assuming a 2.1% inflation rate and following the current trajectory annual estimates for these types of accommodation are £3,800.

- 3.4 Assets and Regeneration projects will be monitored by the Transformation Programme Delivery Groups, with oversight across the Council being maintained by the Council's Commercial Board and Capital Strategy and Asset Management Groups (CSAMG).
- 3.5 Housing projects will be monitored by the directorate and new Housing boards with oversight across the council being maintained by links with Transformation Programme Delivery Groups.
- 3.6 A review of the capital receipts policy will be brought to Cabinet each year as part of the budget setting process.

	2024/25	2024/25 Notes
Fee description		
Adult Social Care		
Day Care		
Low	£26.75	Per session
Medium	£31.50	Per session
High	£52.50	Per session
Transport	£11.00	Per journey
Outdoor Education		
Ancient Technology Centre - Education Charges		
Day Visits		
Up to 20 pupils	£380.00	
21-33 pupils	£537.00	
34-44 pupils	£717.00	
45-66 pupils	£1,074.00	
Residential Visits		
Tuition	£537.00	
Facilities Charge	£165.00	
Residential	£31.50	Per child, per night
Outreach Roundhouse 4m	£8,790.00	Plus travel for 2 tutors
Outreach Roundhouse 5m	£13,450.00	Plus travel for 2 tutors
Outreach Roundhouse 6m	£17,985.00	Plus travel for 2 tutors
Outreach/Day Visit		
Option 1 (1-40 students)	£537.00	Plus travel for 2 tutors
Option 2 (41-60 students)	£674.00	Plus travel for 2 tutors
Option 3 (60-90 students)	£838.00	Plus travel for 2 tutors
Ancient Technology Centre - Private Hire		
Whole Weekend Hire	£3,405.00	VAT not applicable on some hires
1 Day Weekend Hire with Overnight Stay	£1,700.00	VAT not applicable on some hires
1 Day Hire - 9am - 6pm	£851.00	VAT not applicable on some hires
Weekdays During DC School Holidays		
1 Day Hire - 9am - 6pm	£851.00	VAT not applicable on some hires
1 Day Week Day Hire with Overnight Stay	£1,700.00	VAT not applicable on some hires
Re-enactment Hire		
Per person per night	£29.00	Minimum £758.00 charge
Carey Outdoor Education Centre		
BCP & Out of county		
Daily rate	£46.00	

	2024/25	2024/25 Notes
Fee description		
4 day / 3 night	£138.00	
3 day / 2 night	£92.00	
Non sleeper, no meals daily rate	£34.00	
Breakfast	£8.00	
Packed lunch	£6.50	
Evening meal	£10.50	
Mid morning squash / biscuit	£0.70	
Facility & support charge	£220.00	
Half day teaching charge (1 instructor)	£198.00	
Whole day teaching charge (1 instructor)	£396.00	
<u>BCP & Out of county (6th form)</u>		
Daily rate	£52.00	
4 day / 3 night	£156.00	
3 day / 2 night	£104.00	
Non sleeper, no meals daily rate	£34.00	
Breakfast	£8.50	
Packed lunch	£7.00	
Evening meal	£11.00	
Mid morning squash / biscuit	£0.70	
Facility & support charge	£220.00	
Half day teaching charge (1 instructor)	£198.00	
Whole day teaching charge (1 instructor)	£396.00	
<u>Adults</u>		
Daily rate	£57.00	
4 day / 3 night	£171.00	
3 day / 2 night	£114.00	
Breakfast	£8.50	
Packed lunch	£7.00	
Evening meal	£12.00	
Mid morning squash / biscuit	£0.70	
<u>Self catering</u>		
Site & own tent (per night)	£10.00	

	2024/25	2024/25 Notes
Fee description		
Site & Carey tent (per night)	£17.00	
Bunkhouse hire (per night)	£138.00	
Pod hire (per night)	£117.00	
Whole site hire (per night)	£408.00	
Room Hire		
Classroom or cabin hire	£59.00	
Tea/coffee & biscuits per person per day	£3.20	
Tea/coffee throughout day per person per day	£9.20	
Leeson House		
Self catering groups per person per night - all year excl Christmas & NY	£30.50	Leeson House prices valid from 01.09.24
Self catering groups per person per night - Christmas & NY	£49.00	
CAMPING - per person per night	£7.40	
Room Hire per half day		
Games Hall/Large Classroom	£122.00	
Lab/Small Classroom	£111.00	
Library	£61.00	
Conference finger buffet per person		
Packed lunch plated up (per person)	£10.50	
Self serve refreshments (per person)	£4.20	
Individual charges (BCP & out of county - Up to & including Y11)		
Bed & Breakfast	£41.80	
Breakfast	£6.70	
Packed lunch	£6.70	
Dinner / Lunch	£11.80	
BCP & out of county - A Level		
Bed & Breakfast	£46.30	
Breakfast	£8.00	
Packed lunch	£8.40	
Dinner / Lunch	£14.40	
Adults & University groups		
Bed & Breakfast	£51.20	
Breakfast	£9.00	
Packed lunch	£10.20	

	2024/25	2024/25 Notes
Fee description		
Dinner / Lunch	£16.10	
Residential Visits - Non DC schools, adults & university groups (High season (1/9 - 23/10) per person per night)		
Y3 - Y7	£69.00	
Y8 - Y13	£74.00	
Adults & University groups	£78.00	
Low season (24/10 - 12/2) per person per night		
Y3 - Y7	£62.00	
Y8 - Y13	£64.00	
Adults & University groups	£74.00	
High season (13/2 - 31/8) per person per night		
Y3 - Y7	£69.00	
Y8 - Y13	£74.00	
Adults & University groups	£78.00	
MINIMUM FACILITIES CHARGE/RESIDENTIAL TUITION	£205.00	
Mileage (use of minibus)	£3.30	
Day visits		
Day visit charges		
Mileage	£3.30	
Weymouth OEC - out of county		
School / Youth Group Sessions - Up to 3 hrs - One Activity		
Gold Activity Package - WOEC staff & equipment	£229.00	
Silver Activity Package - WOEC staff & equipment	£229.00	
Bronze Activity Package - WOEC staff & equipment	£229.00	
Corporate / Adult Group Sessions - Up to 3 hrs - One Activity		
Gold Activity Package - WOEC staff & equipment	£264.00	
Silver Activity Package - WOEC staff & equipment	£264.00	
Bronze Activity Package - WOEC staff & equipment	£264.00	
Hire of Equipment and Facilities		
Own Use of Activity Equipment - paddle craft, climb, cave	£14.40	
Own Use of Activity Equipment - orienteer, team challenge	£12.00	
Powerboat with helm, not including fuel	£275.63	
Main Hall Hire	£25.50	
Hub hire	£23.10	
Overnight Accommodation - camping in the hall	£15.99	
Duke of Edinburgh		

	2024/25	2024/25 Notes
Fee description		
Bronze/Silver registration	£25.50	
Gold registration	£32.50	
Admin fee - Bronze/Silver	£15.50	
Admin fee - Gold	£18.50	
SWMLTS training and assessment courses		
Coastal & Countryside blended training/assessment	£230.00	
Summer Moorland Leader training and assessment courses	£190.00	
Housing		
New House in Multiple Occupation (HMO) licence fee	£771.75	
Renewal House in Multiple Occupation (HMO) licence fee	£639.45	
Enforcement in Housing	£362.00	Minimum charge plus hourly rate
Enforcement in Housing - immigration inspection		Hourly rate
Park Home licences		
New Park Home Licence	£791.00	
Band 1 (1-10)	£85.05	
Band 2 (11-35)	£140.70	
Band 3 (36-71)	£287.70	
Band 4 (71-106)	£464.10	
Band 5 (107-142)	£579.60	
(for sites larger than 142 an additional £114 per multiple of 35 units)		
Minor Amendment of a Licence	£47.25	
Major Amendment of a Licence (Including change of ownership, change conditions or site layout)	£163.80	
Deposit of Site Rules (per set of rules)	£52.50	
Application to the Fit & Proper Person Register	£269.85	
Additional conditions applied to an applicant to be registered as a fit and proper person.	£59.85	
Advertising/Filming		
Gore Cross	POA	
Bincombe Bumps	POA	
Osprey Quay (Coode)	POA	
Victoria Square & Victoria Square Victory	POA	
Pavilion	POA	
Yeates	POA	
Came View (West Stafford Bypass)	POA	
Troy Town	POA	

Fee description	2024/25	2024/25 Notes
Royal Chase	POA	
Worgret	POA	
Woodlands	POA	
Haskins	POA	
Black Hill	POA	
Northbrook Junction North	POA	
Babylon Hill	POA	
Coldharbour	POA	
Wessex	POA	
Foods Corner	POA	
Ferrybridge (Chesil)	POA	
Firestation (Peverell)	POA	
Chafeys	POA	
Manor	POA	
Veasta	POA	
Mercery Road	POA	
Hamm	POA	
Harriers	POA	
Jurassic	POA	
Great Field	POA	
Weirs	POA	
St John	POA	
Jubilee	POA	
Castletown	POA	
Magpies (Tesco Dorchester)	POA	
Chalbury Corner	POA	
Fordington Fields (Trumpet Major)	POA	
Max Gate	POA	
Warmwell Cross	POA	
Northbrook Junction South	POA	

	2024/25	2024/25 Notes
Fee description		
Peacemarsh	POA	
Ham	POA	
Burton Cross	POA	
Woolbridge (Tout Hill)	POA	
Poole Hill	POA	
Ivy Cross	POA	
Pound Lane	POA	
Railway	POA	
Badger	POA	
Sunrise	POA	
Two Gates	POA	
Hill Top	POA	
Station	POA	
Saxon	POA	
Wareham	POA	
Sibley Pottery	POA	
Stoborough	POA	
Blackhill	POA	
Bakers Arms	POA	
Norden	POA	
Upton	POA	
Windgreen	POA	
Cogdean	POA	
Upton Gateway	POA	
Sir Alan Cobham (Cobham Rd)	POA	
Fire Station	POA	
Champtoceaux (Coopers Lane)	POA	
St Michaels	POA	
Tricketts Cross	POA	
Manor Road Roundabout	POA	

	2024/25	2024/25 Notes
Fee description		
Ashley Heath	POA	
Wincombe Roundabout	POA	
Filming permit fees and charges		
Commercial (including stills) Small crew (up to 5) up to 2 hours	£110.00	
Commercial (including stills) Small crew (up to 5) cost per day	£365.00	
Commercial (including stills) Medium crew (6-9) up to 2 hours	£195.00	
Commercial (including stills) Medium crew (6-9) cost per day	£550.00	
Commercial (including stills) Large crew (10+) up to 2 hours		By negotiation
Commercial (including stills) Large crew (10+) cost per day		By negotiation
Charity (including stills) Small crew (up to 5) up to 2 hours	£55.00	
Charity (including stills) Small crew (up to 5) cost per day	£182.50	
Charity (including stills) Medium crew (6-9) up to 2 hours	£97.50	
Charity (including stills) Medium crew (6-9) cost per day	£275.00	
Charity (including stills) Large crew (10+) up to 2 hours		By negotiation
Charity (including stills) Large crew (10+) cost per day		By negotiation
Drone filming	£60.00	
Date Changes	£0.00	1st change
	£35.00	Subsequent changes
Bus Shelter Posters - King's Statue		
Jan-March 4 Posters	£110.00	Minimum booking 3 months
Jan-March 8 Posters	£210.00	
Apr-Jun 4 Posters	£220.00	
Apr-Jun 8 Posters	£420.00	
Jul-Sept 4 Posters	£280.00	
Jul-Sept 8 Posters	£525.00	
Oct-Dec 4 Posters	£170.00	
Oct-Dec 8 Posters	£315.00	
e-newsletter sponsorship		
Per newsletter	£170.00	
3 month booking	£455.00	
6 month booking	£845.00	
DC News		
Dorset Council News Advertising		

	2024/25	2024/25 Notes
Fee description		
Full page	£3,307.50	
Half page	£1,653.75	
Quarter page	£882.00	
Job Adverts		
1 advert	£219.40	
4 adverts	£661.50	
10 adverts	£1,102.50	
25 adverts	£2,480.63	
50 adverts	£4,410.00	
100 advert block	£7,717.50	
Street Naming & Numbering		
Alterations to name or number after initial naming and numbering undertake	£29.00	
Renaming a street	£357.00	
New street – recover administration costs	£29.00	
Adding a name or renaming an existing property - recover administration costs	£29.00	
Land Charges & Legal		
Land Charges		
LLC (per search)	£41.00	Non statutory, but limited to cost recovery
CON29 (per search)	£106.80	Non statutory, but limited to cost recovery
LLC & CON29 (full search)	£147.80	
Optional CON290 (per question)	£20.40	Non statutory, but limited to cost recovery
Solicitors own questions (per question)	£26.40	Non statutory, but limited to cost recovery
Extra parcel(s) of Land - LLC1 -per additional parcel of land up to 15	£7.00	Non statutory, but limited to cost recovery
Extra parcel(s) of land – CON29 - per additional parcel of land up to maximum of 15	£13.20	Non statutory, but limited to cost recovery
Legal - Standard in house		
Head of Legal	£195.00	
Business Partner	£185.00	
Senior Solicitor	£155.00	
Lawyer	£130.00	
Paralegal	£85.00	
Court Hourly rates		
Head of Legal	£278.00	these are national hourly rates for solicitor court costs
Business Partner	£278.00	these are national hourly rates for solicitor court costs
Senior Solicitor	£233.00	these are national hourly rates for solicitor court costs

	2024/25	2024/25 Notes
Fee description		
Lawyer	£190.00	these are national hourly rates for solicitor court costs
Paralegal	£134.00	these are national hourly rates for solicitor court costs
Other		
Deed sealing fee	£110.00	
Dorset Travel		
Certificate of Professional Competence		
One day (7 hour) module	N/A	No longer offered externally
Two half days of 3.5 hours	N/A	No longer offered externally
PCV Driver Training — D licence		
Full course Theory and Test	N/A	No longer offered externally
PCV Driver Training — D1 licence		
Full course Theory and Test	N/A	No longer offered externally
Additional Courses		
Emergency First Aid (half day)	£37.00	
Manual Handling (half day)	£37.00	
Fire and Evacuation (half day)	£37.00	
Customer Care (half day)	£37.00	
Safeguarding Children (half day)	£37.00	
Minibus Driver Awareness Training		
Driver Assessment (practical) 1½ hours	N/A	No longer offered externally
Driver Awareness (theory) half day	£37.00	
Contractor Driver Training		
Customer Care, Safeguarding	£37.00	
Emergency First Aid	£37.00	
Arboriculture		
Tree inspections	POA	
Resistograph tests	POA	
Picus tomograph tests	POA	
3 man team, vehicle & chipper	POA	
Tree muncher + driver	POA	
MEWP hire w/operative	POA	
Country Parks and green spaces		
Bicycle Hire		
Adult		
1 Hours	£8.00	

	2024/25	2024/25 Notes
Fee description		
2 Hours	£15.00	
3 Hours	£20.00	
All Day	£25.00	
Child		
1 Hours	£6.80	
2 Hours	£11.50	
3 Hours	£15.00	
All Day	£20.00	
Trailer		
1 Hours	£6.80	
2 Hours	£11.50	
3 Hours	£15.00	
All Day	£20.00	
Tag-a-long		
1 Hours	£6.80	
2 Hours	£11.50	
3 Hours	£15.00	
All Day	£20.00	
Child seat		
1 Hours	£3.80	
2 Hours	£5.50	
3 Hours	£7.80	
All Day	£10.00	
Family Ticket (2 adults, 2 kids)		
1 Hours	£28.50	
2 Hours	£50.00	
3 Hours	£65.00	
All Day	£85.00	
Ranger Sessions		
Woodland ID (max 16)	£52.00	
Minibeasting (max 16)	£35.00	
Pond dipping (max 16)	£35.00	
Nature trundle walks	£2.50	

	2024/25	2024/25 Notes
Fee description		
Ranger led birthday party	£160 upwards	Minimum fee
Barn Hire (using seasons catering)	£195.00	
Barn Hire (not using seasons catering)	£500.00	
Fishing		
Adult Day Ticket	£5.50	
Senior Day Ticket	£4.50	
Junior Day Ticket	£4.50	
Adventure Valley		
Min land rover sessions 2 laps	£8.00	
Adventure Golf	£8.00	
Other Activities		
Other ranger led holiday activity	£7.50-£10	
Car Parks		
Super Off Peak		
Monday - Friday November to March outside school holidays		
All times	£2.20	
Off Peak		
Monday - Friday April to October outside of school holidays.		
Weekends Nov to march outside school holidays		
up to 1 Hour	£3.50	
1-2 hours	£6.50	
2-4 hours	£9.20	
4-5 hours	£11.50	
5+ hours	£13.00	
Standard		
Weekends April - October and Dorset/Hampshire school holidays		
up to 1 Hour	£4.90	
1-2 hours	£9.70	
2-4 hours	£13.50	
4-5 hours	£14.50	
5+ hours	£16.50	
Early Weekends	£2.00	
Avon Heath		
All Hours permit x 1 - 3 car parks	£45.00	
All Hours permit x 2 - 3 car parks	£55.00	

	2024/25	2024/25 Notes
Fee description		
Walkers FOAH Permit	£33.00	
Max Card Membership	£11.00	
up to 2 hours parking (off peak)	£2.60	
up to 4 hours parking (off peak)	£5.00	
All day (off peak)	£7.00	
up to 2 hours parking (peak)	£3.50	
up to 4 hours parking (peak)	£6.50	
All day (peak)	£9.00	
Children's Treasure Trail	£3.70	
Table Tennis Set Hire	£5.00	
Use of Table Tennis	Free	Free
Use of Petanque Court	Free	Free
Petanque boules hire	Free	Free
Den Build Party per child (min 8 children)	£11.00	
Minibeast Safari Party per child (min 8 children)	£11.00	
Activity Room rental half day	£50.00	
Activity Room rental full day	£80.00	
Discounted 1/2 day Activity Room when booked with Birthday Party	£33.00	
BBQ Area and 1 grill	£45.00	
BBQ Area and 2 grill	£65.00	
Durlston Country Park		
Parking all day (summer)	£7.00	
parking 4hours (summer)	£5.60	
Parking 3 hours (summer)	£4.40	
Parking 2 hours (summer)	£3.30	
Parking 1 hour (summer)	£2.10	
Parking all day (winter)	£4.30	
parking 4hours (winter)	£3.30	
Parking 3 hours (winter)	£2.60	
Parking 2 hours (winter)	£2.20	
Parking 1 hour (winter)	£1.10	

	2024/25	2024/25 Notes
Fee description		
Guided Walks/head	3.50-4.00	
Activity Session Schools/Groups / head	3.00-4.00	Minimum charge £30
Room hire L/Centre half day	£42.00	
Room hire L/Centre full day	£75.00	
Room hire Belvedere half day)	£220.00	
Room hire Belvedere full day)	£390.00	
Gallery Hire (all day 9am-5pm)	£625.00	
Gallery Hire (evening (6pm – 10.30pm)	£850.00	
Thorncombe Woods		
FoT membership	£38.00	
Charcoal	£10.00	
Charcoal to DC sites	£6.00	
Biochar	£6.00	
Biochar to DC sites	£3.00	
Cabin Hire 1st Hour	£12.50	
Cabin Hire 2nd Hour	£7.50	
Cabin Hire Full Day	£50.00	
FSA up to 10 children	£10.00	
price per child after 10 (max 12)	£1.00	
Woodcraft Area 1st Hour	£10.50	
Woodcraft Areas subsequent Hours	£5.50	
Parking 1 hour	£1.50	
Parking 2 hours	£2.50	
Parking 4 hours	£4.00	
Parking 8 hours	£7.00	
Parking up to 12 hours (max stay)	£9.00	
Dorset Biodiversity Appraisal Protocol		
DBAP fee type		
Amendment	£42.00	
Householder		
A	£109.00	
A2	£217.00	
New residential development		
B	£109.00	
B(2)	£150.00	
B(3)	£192.00	
B(4)	£233.00	
B(5)	£274.00	
B(6)	£315.00	
B(7)	£357.00	
B(8)	£398.00	
B(9)	£439.00	
B(10)	£480.00	
B(11)	£521.00	
B(12)	£563.00	
B(13)	£603.00	
B(14)	£645.00	
B(15)	£686.00	
B(16)	£728.00	
B(17)	£768.00	
B(18)	£810.00	
C	£1,015.00	
D	£1,196.00	

	2024/25	2024/25 Notes
Fee description		
New residential development - blocks of flats		
E	£240.00	
E(2)	£327.00	
E(3)	£415.00	
E(4)	£503.00	
E(5)	£591.00	
E(6)	£678.00	
E(7)	£766.00	
E(8)	£854.00	
E(9)	£942.00	
E(10)	£1,030.00	
E(11)	£1,117.00	
E(12)	£1,205.00	
Commercial development		
F - farms	£239.00	
G - solar over 0.1ha	£1,194.00	
Highways		
Street Works - Installation of new service (section 50 licences)	£562.00	
Street Works - Repair of service (section 50 licences)	£352.00	
NRSWA ad-hoc inspection fees	£50.00	
NRSWA defective reinstatements	£48.00	
NRSWA sec 74 charges	£100.00	Minimum charge
	£10,000.00	Maximum charge
Temporary traffic regulation orders (including advertising)	£1,481.00	
Temporary traffic regulation orders - where applications are received under 12 weeks before commencing (including advertising)	£1,764.00	
Temporary traffic regulation notice (TTRN) for planned works up to five days or emergency closures up to 21 days	£531.00	
Temporary traffic regulation notice (TTRN) for planned works up to five days - where applications are received under 12 weeks before commencing	£819.00	
Temporary traffic regulation notice (TTRN) for short duration emergencies less than 24 hours	£378.00	
Extension/Cancellation of TTRN/TTRO	£231.00	
Parking suspension fee	£121.00	
Temporary traffic regulation order for special commercial events	£508.00	Major event
Temporary traffic regulation order for special commercial events	£389.00	Significant event
Temporary traffic regulation order for special commercial events	£310.00	Minor event
Temporary traffic regulation order for special commercial events	£247.00	Small event
Temporary traffic regulation order for special 'not for profit organisation' events	£242.00	Major event
Temporary traffic regulation order for special 'not for profit organisation' events	£195.00	Significant event
Temporary traffic regulation order for special 'not for profit organisation' events	£158.00	Minor event

	2024/25	2024/25 Notes
Fee description		
Temporary traffic regulation order for special 'not for profit organisation' events	£79.00	Small event
Temporary traffic regulation order for special charitable or ceremonial events	£184.00	Major event
Temporary traffic regulation order for special charitable or ceremonial events	£137.00	Significant event
Temporary traffic regulation order for special charitable or ceremonial events	£100.00	Minor event
Temporary traffic regulation order for special charitable or ceremonial events	£27.00	Small event
Road space booking for USRN (unique street reference number)	£25.00	First USRN
	£2.00	Per extra USRN
Traffic counting equipment on the highway licence	£105.00	
Accident data - General public and consultant requests - data	£129.00	
Provision of Traffic Regulation Orders (TRO)	£3,150.00	
Accident data - General public/consultant requests - maps and automatic data	£104.00	
Supply of no waiting cones	£53.00	Up to 25 cones
	£2.00	Per cone (over 25)
	£8.00	Per cone to buy
	£28.00	0-5 miles delivery
	£52.00	5-10 miles delivery
	£78.00	10+ miles delivery
Placing a skip on the highway	£84.00	
Erect scaffolding on the highway	£84.00	
Temporary deposit of materials on the highway - Section 171 of the Highways Act	£84.00	
Renewal of skip, scaffold or materials licence	£42.00	
Non removal of skip, scaffold or materials at end of licence period	£84.00	
Highway enforcement inspections	£69.00	
Removal of other highway obstructions - Section 115 of the Highways Act	£69.00	
Storage of illegal signs and other highway obstructions	£2.00	
Erect hoarding	£69.00	
Inspection of hoardings	£69.00	
Renewal of hoardings	£69.00	
New application - Sitting out licence for café	£100.00	
Renewal - Sitting out licence for café	£100.00	
New application - General licensing of private infrastructure on the highway (e.g. planters, statues)	£356.00	
Renewal - General licensing of private infrastructure on the highway (e.g. planters, statues)	£214.00	
Vehicles crossing over footways and verges - Section 184 of the Highways Act	£348.00	

	2024/25	2024/25 Notes
Fee description		
Opening of highway for works other than street works (vehicle crossings, etc) - Section 171	£348.00	
Licences to cultivate the highway - planting trees and shrubs	£85.00	
Structures over the highway - including cranes, cables and banners	£51.00	
Control of construction cellars	£87.00	Per hour or ...
	£114.00	Per hour
Control of openings to cellars	£87.00	Per hour or ...
	£114.00	Per hour
Private hire of portable variable message signs (VMS)	£410.00	Per week plus ...
	£142.00	Collection/Delivery
Temporary traffic signal design - 3/4 way - more than 3 weeks notice	0	N/A
Temporary traffic signal design - 3/4 way - more than 1 week but less than 3 weeks notice	0	N/A
Temporary traffic signals design - 3/4 way - less than 1 weeks notice	0	N/A
Traffic Signals - Letter to solicitor	£182.00	
Traffic Signals - Plans and timings to solicitor	£182.00	
Traffic Signals - Plans to solicitor	£95.00	
Traffic Signals - Timings to solicitor	£95.00	
Traffic signal 1E document	£157.00	
Traffic Control Centre mobilisation for events	£47.00	Or ...
Traffic Control Centre mobilisation for events	£69.00	Or ...
Traffic Control Centre mobilisation for events	£82.00	
Supply of noise survey data to third parties	£40.00	Or ...
Supply of noise survey data to third parties	£62.00	Or ...
Supply of noise survey data to third parties	£81.00	
Manual traffic counts - 4/5 arm junction or roundabout	£189.00	
Manual traffic counts - 3 arm junction or roundabout	£158.00	
Manual traffic counts - link count	£126.00	
Automatic traffic counts - up to 2 weeks per site	£126.00	
Traffic counts - any data over 6 years old	£63.00	
Section 38 Agreement - Highways Act (Application Fee / Initial Deposit Levels)	£3,308.00	Non-signal schemes under £100,000
Section 38 Agreement - Highways Act (Application Fee / Initial Deposit Levels)	£6,615.00	Non-signal schemes over £100,000
Extension of existing Section 38 Agreement - Highways Act	£337.00	

Fee description	2024/25	2024/25 Notes
Section 278 Agreement - Highways Act (Application Fee / Initial Deposit Levels)	£3,308.00	Non-signal schemes under £100,000
Section 278 Agreement - Highways Act (Application Fee / Initial Deposit Levels)	£6,615.00	Non-signal schemes over £100,000
Section 278 Agreement - Highways Act (Application Fee / Initial Deposit Levels)	£5,113.00	Signal schemes under £100,000
Section 278 Agreement - Highways Act (Application Fee / Initial Deposit Levels)	£11,025.00	Signal schemes over £100,000
Section 278 Agreement - Highways Act Minor works agreement	£1,654.00	Minimum fee 9% of default construction cost
Section 219-225 Advance Payment Code - Highways Act Private roads - Technical approval of non adoptable specification		4% of the default works cost plus the actual cost of any further non-standard design checking
Section 219-225 Advance Payment Code - Highways Act Private roads - Technical approval of adoptable specification		9% of the default cost plus the actual cost of any additional structural design checking
Transport Development Pre-Application Advice Residential Development	£386.00	1 - 9 dwellings
Transport Development Pre-Application Advice Residential Development	£827.00	10 - 49 dwellings
Transport Development Pre-Application Advice Residential Development	£1,323.00	50 - 80 dwellings
Transport Development Pre-Application Advice Residential Development	£2,205.00	81+ dwellings
Transport Development Pre-Application Advice Commercial and Retail Development	£386.00	Up to 100m2
Transport Development Pre-Application Advice Commercial and Retail Development	£827.00	101 - 500m2
Transport Development Pre-Application Advice Commercial and Retail Development	£1,323.00	501 - 1,999m2
Transport Development Pre-Application Advice Commercial and Retail Development	£2,205.00	2,000m2 +
Freedom of Information (FOI) Requests	£473.00	Minimum
Freedom of Information (FOI) Requests	£972.00	Maximum
Highway information & rights of way searches - solicitors and professionals	£37.00	
Common land registry and town/village green registry enquiries	£37.00	

	2024/25	2024/25 Notes
Fee description		
Highway information and rights of way searches - personal search enquiries	£16.00	
Highway information & rights of way searches - all searches	£4.00	
Stopping up of Highway or PROW	£4,200.00	Average cost but could be more
Technical responses to land searches (private street works)	£41.00	Or ...
Technical responses to land searches (private street works)	£61.00	Or
Technical responses to land searches (private street works)	£73.00	Depending on the level of officer required
Provision of white lines - drive access protection (5m length)	£238.00	
Disabled parking bays	£254.00	
Tourism signs - stage 1 - application	£331.00	
Community signs - stage 1 - application	£122.00	
Community and tourism signs - stage 2 - provision of signs (supplied and installed by Dorset Highways)		At cost plus 10% administration fee
Community and tourism signs - stage 3 - maintenance		All future maintenance costs will be met by the applicant
Community and tourism signs - end of life disposal		N/A
Residents only parking permits - on street residents permits	POA	12 months
Residents only parking permits - on street residents permits	POA	6 months
Visitors parking permits - on street resident parking schemes	POA	
Health Care Permits - registered care workers - on street	POA	
Builders Parking Waivers - on street	POA	First day
Builders Parking Waivers - on street	POA	Subsequent days
Licence for works (compounds, skips, etc) - off-street *new fee*	£48.00	Per 3 days, per space
Licence for works (compounds, skips, etc) - off-street *new fee*	£95.00	Per 7 days, per space

	2024/25	2024/25 Notes
Fee description		
Concessionary use of a Car Park (events) - off-street *new fee*	£0.00	100% of car park full occupancy cost, super peak (Dorset school holidays), 75% of car park full occupancy cost, peak rate (Apr - Sept* incl) 50% of car park full rate off peak (Oct - March* incl) to include registered charities all year round
Objects/Compounds and or Road Closures that affect Resident Parking Schemes or On-street pay and display parking places - on-street *new fee*	£16.00	Per day, per space
Flexi permit - long stay off street car park permit (new last year)	POA	For 12 months (residents or people who work in Dorset only)
Flexi permit - long stay off street car park permit (new last year)	POA	Per month (residents or people who work in Dorset only)
Short stay permit - short stay off street car park permit (new last year)	POA	For 12 months
Road safety audit - Small scheme	£1,434.00	
Road safety audit - Medium scheme	£1,875.00	
Road safety audit - Large scheme	£2,316.00	
Fleet Services		
Vehicle MOT's		Retail
	£31.13	Class 1/2
	£52.50	Class 4
	£57.59	Class 4 large
	£62.53	Class 5
	£62.53	Class 5 bus (13-16 seats)
	£84.68	Class 5 bus (more than 16 seats)
	£61.53	Class 7
		Trade
	£24.15	Class 1/2
	£50.40	Class 4
	£57.59	Class 4 large
	£57.75	Class 5
	£62.53	Class 5 bus (13-16 seats)
	£84.68	Class 5 bus (more than 16 seats)
	£61.53	Class 7
		Other
	£11.55	Retest class 1 & 2
	£23.10	Retest Class 4
Vehicle repairs & maintenance	£72.77	
Vehicle servicing	£72.77	
Vehicle fabrication	£72.77	
Vehicle inspections	£72.77	
Minibus inspection scheme for schools and academies	£425.57	
Development Control		

	2024/25	2024/25 Notes
Fee description		
Permitted Development Advice - Householder Enquiry	£125.00	
Permitted Development Advice Non - Householder Enquiry	£150.00	
<p>Minerals and Waste - Level 1 - Office / Virtual / Site Based Meeting.</p> <p>Including but not limited to:</p> <ul style="list-style-type: none"> • Plant machinery for the processing, treatment or production of minerals or any mineral derived product on a site less than 1 hectare; • Searches and tests of mineral deposits; • Building or buildings less than 1000 square metres; • Change of use of buildings or land; • Winning and working of minerals on area less than 1 hectare; • Landfill or landraising on area less than 1 hectare; • Non-residential development where land is or forms part of a site formerly used for the winning and working of minerals and has not been fully restored • Application under Section 73 of the 1990 Act not involving time extension to complete development; and • Application under Section 73 of the 1990 Act for minor material amendment where original permission was for development involving any of the above. 	£2,310.00	
<p>Minerals and Waste - Level 2 - Office / Virtual / Site Based Meeting.</p> <p>Including but not limited to:</p> <ul style="list-style-type: none"> • Environmental Impact Assessment (EIA) development; • Winning and working of minerals on area greater than 1 hectare; • Plant and machinery for the processing, treatment or production of minerals or any mineral derived product or article on site in excess of 1 hectare; • Landfill or landraising on an area greater than 1 hectare; • Restoration of mineral workings; • Waste recovery, treatment, storage, processing, sorting and transfer on an open site; • Buildings or building for use in excess of 1000 square metres; • Disposal of mineral waste; • Application under Section 73 of the 1990 Act involving time extension to complete development; and • Application under Section 73 of the 1990 Act for minor material amendment where the original permission was for development involving any of the above. 	£3,010.00	

	2024/25	2024/25 Notes
<p>Fee description</p> <p>Other advice minerals and waste advice</p> <p>The Minerals & Waste Team can provide informal verbal advice (up to 30 minutes) in relation to likely information required to support pre-application requests or validate planning applications and to discuss pre-application responses. More detailed advice would incur a fee which shall be agreed and paid in advance of a meeting or written response. Such advice includes, but is not limited to:</p> <ul style="list-style-type: none"> • Discussion of consultee requirements including outcome of EIA screening and scoping. • Planning matters relating to minerals and waste sites. • Provide and facilitate feedback where draft documents to support a planning application (e.g. ES chapters or standalone documents) have been submitted. 	Bespoke Fee based on hourly rate	
<p>Large scale major - Written / Office / Site Based Meeting</p> <p>The replacement or, erection of or change of use to create 150 + residential units</p> <p>Residential development or a mixed use on a site area greater than 4 hectare</p> <p>Non-residential schemes for new buildings/extensions 10,000 sq. m or more floorspace or on a site area greater than 4 hectare</p> <p>All environmental impact assessment development</p>	Bespoke Fee based on hourly rate	
<p>Medium scale major WRITTEN</p> <ul style="list-style-type: none"> • The replacement or, erection of or change of use to create 25-149 residential units. • Residential development or mixed use on a site area 2 – 4 hectare. • Non-residential schemes for new buildings/extensions 5,000 up to 9,999 sq. m floorspace or on a site area between 2-4 hectare. 	£2,430.00	
<p>Medium scale major OFFICE BASED MEETING</p> <ul style="list-style-type: none"> • The replacement or, erection of or change of use to create 25-149 residential units. • Residential development or mixed use on a site area 2 – 4 hectare. • Non-residential schemes for new buildings/extensions 5,000 up to 9,999 sq. m floorspace or on a site area between 2-4 hectare. 	£2,660.00	
<p>Medium scale major SITE BASED MEETING</p> <ul style="list-style-type: none"> • The replacement or, erection of or change of use to create 25-149 residential units. • Residential development or mixed use on a site area 2 – 4 hectare. • Non-residential schemes for new buildings/extensions 5,000 up to 9,999 sq. m floorspace or on a site area between 2-4 hectare. 	£2,895.00	

	2024/25	2024/25 Notes
Fee description		
Small scale major WRITTEN <ul style="list-style-type: none"> • The replacement or, erection of or change of use to create 10-24 residential units. • Residential development or mixed use on a site area up to 2 hectare. • Non-residential schemes for new buildings/extensions more than 1,000 up to 4,999 sq. m floorspace or on a site area between 1-2 hectare. • Small scale free standing renewable energy proposals over 1 hectare. 	£1,280.00	
Small scale major OFFICE BASED MEETING <ul style="list-style-type: none"> • The replacement or, erection of or change of use to create 10-24 residential units. • Residential development or mixed use on a site area up to 2 hectare. • Non-residential schemes for new buildings/extensions more than 1,000 up to 4,999 sq. m floorspace or on a site area between 1-2 hectare. • Small scale free standing renewable energy proposals over 1 hectare. 	£1,450.00	
Small scale major SITE BASED MEETING <ul style="list-style-type: none"> • The replacement or, erection of or change of use to create 10-24 residential units. • Residential development or mixed use on a site area up to 2 hectare. • Non-residential schemes for new buildings/extensions more than 1,000 up to 4,999 sq. m floorspace or on a site area between 1-2 hectare. • Small scale free standing renewable energy proposals over 1 hectare. 	£1,785.00	
Minor - WRITTEN <ul style="list-style-type: none"> • The replacement or erection of or change of use to create between 3 – 9 residential units; • Non-residential schemes for new buildings/extensions to existing buildings 500 – up to 1000 sq. m floorspace • Small scale free standing renewable energy proposals under 1 hectare. 	£855.00	
Minor - SITE BASED MEETING <ul style="list-style-type: none"> • The replacement or erection of or change of use to create between 3 – 9 residential units; • Non-residential schemes for new buildings/extensions to existing buildings 500 – up to 1000 sq. m floorspace • Small scale free standing renewable energy proposals under 1 hectare. 	£1,135.00	
Small minor - WRITTEN <ul style="list-style-type: none"> • The replacement or erection of or change of use to create 1 or 2 residential units or conversion of building(s) to 1 or 2 residential units. • Non-residential schemes for new buildings/extensions to existing buildings; 200 – 499 sq. m floorspace • Erection of or works to agricultural buildings or land • Change of use of land only • Telecoms proposals 	£610.00	

Fee description	2024/25	2024/25 Notes
Small minor - SITE BASED MEETING <ul style="list-style-type: none"> • The replacement or erection of or change of use to create 1 or 2 residential units or conversion of building(s) to 1 or 2 residential units. • Non-residential schemes for new buildings/extensions to existing buildings; 200 – 499 sq. m floorspace • Erection of or works to agricultural buildings or land • Change of use of land only • Telecoms proposals 	£970.00	
Listed building/heritage with Conservation Officer only - WRITTEN Listed building advice/specific advice about impact on a conversation area or other heritage asset	£215.00	
Listed building/heritage with Conservation Officer only - SITE BASED MEETING Listed building advice/specific advice about impact on a conversation area or other heritage asset	£495.00	
Listed building/heritage with Conservation Officer only - BESPOKE Listed building advice/specific advice about impact on a conversation area or other heritage asset more complex		Bespoke Fee based on hourly rate for case officer involved
Householder Applications - WRITTEN Enlargement, improvement or other alteration to a dwelling and incidental development within the garden including garages and outbuildings. This class does not include erection of a new house/s in the garden. Minor Works to non-residential property - WRITTEN E.g. awnings, solar panels, windows, adverts, small ancillary development up to 100 sq. m including extensions, sheds, bicycle racks, decking, cladding, flues, extractors, and pumps	£260.00	
Validation Advice Surgery	£100.00	
All other types of development not included above		Bespoke fee based on hourly rate
Advice to a parish or town council relating to development they will commission/undertake <input type="checkbox"/>		Half the normal pre app fee
Advice relating to development specifically for the benefit/use of disabled persons. (A disabled person is one to whom Section 29 of the National Assistance Act 1948 applies or a child who is disabled for the purposes of part III of the Children Act 1989. A medical practitioner's certificate may be required in some cases) <input type="checkbox"/>		Free
Additional officers at a meeting e.g. Archaeologist, Tree officer, etc OR Additional Further Advice	£110.00 per hour or part there of	Per hour or part thereof
Planning Performance Agreement	£120.00 per hour or part there of	Per hour or part thereof
Application for action under High Hedges legislation	£577.50	
Confirmation of compliance with an Enforcement Notice	£570.00	1st April 2024

	2024/25	2024/25 Notes
Fee description		
Planning history search / data request	£100.00	
Householder application Alterations/extensions to a single dwellinghouse, including works within boundary	£258.00	
Outline Application Where the site area is less than 0.5 hectares	£578.00 For each 0.1 Hectare (or part thereof)	Category changes and split further
Outline Application Where the site area is at least 0.5 hectare but does not exceed 2.5 hectares	£624.00 For each 0.1 Hectare (or part thereof)	
Outline Application Where the site exceeds 2.5 hectares	£15,433 and additional £186.00 for each 0.1 hectare (or part thereof) to a maximum of £202,500.	
Full applications		
Alterations/extensions to dwellinghouses, including works within boundaries - Single	£258.00	
Alterations/extensions to dwellinghouses, including works within boundaries - 2 or more	£509.00	
New dwellinghouse - 1 - 9 dwellings	578.00 per dwelling	Category Changes
New dwellinghouse - 10 - 50 dwellings	624.00 per dwelling	Category Changes
New dwellinghouse - more than 50 dwellings	where the number of dwellinghouses to be created by the development is more than 50, £30,860 and an additional £186 for each dwellinghouse in excess of 50, subject to a maximum in total of £405,000	Category Changes
Erection of buildings (not dwellinghouse, agricultural, glasshouses, plant nor machinery)		
Gross floor space to be created by the development, No increase in gross floor space or no more than 40sqm	£293.00	
where the area of gross floor space created by the development exceeds 40 square metres but is less than 1000 square metres	£578.00 for each 75 S	Category Changes
where the area of gross floor space created by the development is at least 1000 square metres but does not exceed 3750 square metres	£624.00 for each 75 S	Category Changes
where the area of gross floor space created by the development exceeds 3750 square metres	£30,680 and an additional £186 for each 75 square metres (or part thereof) in excess of 3750 square metres, subject to a maximum in total of £405,000	Category Changes
Erection of buildings (on land used for agriculture for agricultural purposes)		
Gross floor space to be created by the development Not more than 465sqm	£120.00	

	2024/25	2024/25 Notes
Fee description		
More than 465sqm but not more than 540sqm	£578.00	
where the area of gross floor space to be created by the development exceeds 540 square metres but is less than 1000 square metres	£ 578 for each 75 Sq mtrs (or part thereof)	
where the area of gross floor space to be created by the development is at least 1000 square metres but does not exceed 4215 square metres	£624 for each 75 Sq mtrs (or part thereof)	
where the area of gross floor space to be created by the development exceeds 4215 square metres,	£30,860 and an additional £186 for each 75 square metres (or part thereof) in excess of 4215 square metres, subject to a maximum in total of £405,000	
Erection of glasshouses (on land used for the purposes of agriculture)		
Where the area of gross floor space to be created by the development does not exceed	£120.00	
Where the area of gross floor space to be created by the development exceeds 465 square metres but is less than 1000 square metres	£3,225.00	Category Change
Where the area of gross floor space to be created by the development is 1000 square metres or more, £3,483	£3,483.00	Category Change
The erection, alteration or replacement of plant or machinery		
Where the site area is less than 1 hectare,	£578 for each 0.1 hectare (or part thereof) of the site area.	Category Change
Where the site area is at least 1 hectare but does not exceed 5 hectares,	£624 for each 0.1 hectare (or part thereof) of the site area	
Where the site area exceeds 5 hectares,	£30,860 and an additional £186 for each 0.1 hectare (or part thereof) in excess of 5 hectares, subject to a maximum in total of £405,000.	
Applications other than Building Works		
Car parks, service roads or other accesses - for existing uses	£293.00	
Waste - The use of land for—		
(a) the disposal of refuse or waste materials,		
(b) the deposit of material remaining after minerals have been extracted from land, or		
(c) the storage of minerals in the open		
Site area - not more than 15 hectares	£316 for each 0.1 hectare (or part thereof) of the site area.	

	2024/25	2024/25 Notes
Fee description		
Site area - more than 15 hectares	£47,161 and an additional £186 for each 0.1 hectare (or part thereof) of the site area in excess of 15 hectares, subject to a maximum in total of £105,300	
Operations connected with exploratory drilling for oil or natural gas, site area:		
Not more than 7.5 hectares	£686 for each 0.1 hectare (or part thereof) of the site area	
More than 7.5 hectares	£51,395 and an additional £204 for each 0.1 hectare (or part thereof) of the site area in excess of 7.5 hectares, subject to a maximum in total of £405,00	
Operations other than exploratory drilling for the winning and working of oil or natural gas		
Site area - not more than 15 hectares	£347.00 for each 0.1 hectare (or part thereof)	
Site area - more than 15 hectares	£52,002 and an additional £204 for each 0.1 hectare (or part thereof) in excess of 15 hectares, subject to a maximum in total of £105,300	
Other operations (winning and working of minerals) excluding oil and natural gas		
Site area - not more than 15 hectares	£316 for each 0.1 hectare (or part thereof) of the site	
Site area - more than 15 hectares	£47,161 and an additional £186 for each 0.1 hectare (or part thereof) in excess of 15 hectares, subject to a maximum in total of £105,300.	
Other operations (not coming within any of the above categories)		
Any site area	£293 for each 0.1 hectare (or part thereof) of the site area, subject to a maximum in total of £2,535	
Change of use of a building to use as separate dwellinghouses		
where the change of use is to use as fewer than 10 dwellinghouses	578.00 for each dwellinghouse	Category Change
where the change of use is to use as at least 10 but no more than 50 dwellinghouses,	£624 for each additional dwellinghouse	Category Change

	2024/25	2024/25 Notes
Fee description		
where the change of use is to use as more than 50 dwellinghouses,	£30,860 and an additional £186 for each dwellinghouse in excess of 50 dwellinghouses, subject to a maximum in total of £405,000	Category Change
Other changes of use of a building or land	£578.00	
Lawful development certificate		
Existing use or operation	Same as full	Same as full
Existing use or operation - lawful not to comply with any condition or limitation	£293.00	
Proposed use or operation	Half the normal planning fee	Half the normal planning fee
Prior approval (under permitted development rights)		
for an application under any Part of that Schedule relating to development which involves the making of any material change in the use of any buildings or other land, except for an application under Part 4 (temporary buildings and uses)	£120.00	
for an application under Part 1 of that Schedule relating to development permitted by Class A of that Part (enlargement, improvement or other alteration of a dwellinghouse) which exceeds the limits in paragraph A.1(f) of that Class but is allowed by paragraph A.1(g)	£120.00	
for an application under Part 1 of that Schedule relating to development permitted by Class AA of that Part (enlargement of a dwellinghouse by construction of additional storeys)	£120.00	
for an application under Part 3 of that Schedule relating to development consisting of the making of a material change in the use of any buildings or other land and building operations in connection with that change of use	£258.00	
for an application under Part 3 of that Schedule relating to development permitted by Class MA of that Part (commercial, business and service uses to dwellinghouses), for each proposed dwellinghouse,	£125.00	
for an application under Parts 4 (temporary buildings and uses), 6 (agricultural and forestry), 7 (non-domestic extensions, alterations etc), 11 (heritage and demolition) or 14 (renewable energy) of that Schedule	£120.00	
for an application under Part 7 of that Schedule relating to development permitted by Class M of that Part (extensions etc for schools, colleges, universities, prisons and hospitals), where the application relates to the erection, extension or alteration of a university building,	£120.00	
for an application under Part 16 of that Schedule (communications)	£578.00	
for an application under Part 19 of that Schedule (development by the Crown or for national security purposes),	£120.00	

	2024/25	2024/25 Notes
Fee description		
(development by the Crown or for national security purposes) - where the number of new dwellinghouses proposed by the development as specified in the written statement accompanying the application is fewer than 10,	£418.00	For each new dwellinghouse
(development by the Crown or for national security purposes) - where the number of new dwellinghouses proposed by the development as specified in the written statement accompanying the application is at least 10 but no more than 50,	£451.00	For each new dwelling house
(development by the Crown or for national security purposes) - where the number of new dwellinghouses proposed by the development as specified in the written statement accompanying the application is more than 50,	£22,309, and an additional £135 for each dwellinghouse in excess of 50, subject to a maximum in total of £405,000	
Reserved matters		
Approval of reserved matters following outline approval	Full fee due or if full fee already paid then £578.00	
Removal/Variation/Approval/Discharge of condition		
Removal or variation of a condition	£293.00	
Discharge of condition - Householder permissions	£43.00	For each request
Discharge of condition - All other permissions	£145.00	For each request
Advertising		
Relating to the business on the premises	£165.00	
Advance signs which are not situated on or visible from the site, directing the public to a business	£165.00	
Other advertisements	£578.00	
Non-material amendment following a grant of planning permission		
Householder developments	£43.00	
Any other development	£293.00	
Permission in principle		
Site area	£503.00 for each 0.1 hectare (or part thereof)	
Building Control		
Hourly Rate	£80.00 per hour or part thereof	Increase WEF 6th Dec 2023 - no further increase for April 24
Regularisation of unauthorised work	£80 per hour or part thereof + penalty charge	Plus penalty charge Increase WEF 6th Dec 2023 - no further increase for April 24
Replacement documentation	£60.00	1st April 2024
Replacement documentation (additional)	£35.00	1st April 2024
Building Control documents, archives and record / detailed enquiry	£65.00	1st April 2024
Formal letter of confirmation of exempt work	£65.00	1st April 2024
Pre application site inspection	£80.00 per hour or part thereof	Increase WEF 6th Dec 2023 - no further increase for April 24
Pre application advice	£80.00 per hour or part thereof	Increase WEF 6th Dec 2023 - no further increase for April 24
Dangerous structure call-out	£80.00 per hour or part thereof	Increase WEF 6th Dec 2023 - no further increase for April 24

	2024/25	2024/25 Notes
Fee description		
Tourism Development		
Website membership		
Accommodation/Attractions/Activities		
Bronze	£205.00	
Silver	£265.00	
Gold	£425.00	
Platinum	£765.00	
Eating Out/Retail/Transport		
Bronze	£80.00	
Silver	£120.00	
Gold	£250.00	
Microsites		
Standard		Microsite charges to remain the same as external supplier costs.
Enhanced		Microsite charges to remain the same as external supplier costs.
Premium		Microsite charges to remain the same as external supplier costs.
Partnerships & Collaborations		
Trade groups, Town Councils, BIDs etc	£1,300.00	Social Media Collaborations. Minimum fee
Trade groups, Town Councils, BIDs etc	£2,650.00	Enhanced Digital Promotion. Minimum fee
Trade groups, Town Councils, BIDs etc	£4,200.00	Discounted Memberships. Minimum fee
Additional Website Advertising		
Banner Advert		
Large Display Advert (High Season) member rate	£525.00	
Large Display Advert (Low Season) member rate	£315.00	
Small Display Advert (High Season) member rate	£105.00	
Small Display Advert (Low Season) member rate	£52.50	
Don't Miss Feature		
Jan	£210.00	
Feb	£210.00	
Mar	£210.00	
Apr	£315.00	
May	£315.00	
Jun	£420.00	

	2024/25	2024/25 Notes
Fee description		
Jul	£420.00	
Aug	£420.00	
Sep	£315.00	
Oct	£315.00	
Nov	£265.00	
Dec	£265.00	
E-News Features		
Jan	£85.00	
Feb	£85.00	
Mar	£85.00	
Apr	£85.00	
May	£85.00	
Jun	£85.00	
Jul	£85.00	
Aug	£85.00	
Sep	£85.00	
Oct	£85.00	
Nov	£85.00	
Dec	£85.00	
Libraries		
Tier 1 Library Space half day (out of hours)	£10*	Tier 1: library groups (groups affiliated with the library) Tier 2: Community groups Tier 3: Private and commercial individuals/groups. *caretaker charges of £15 per hour may apply when no staff are due to be on site during out of hour periods (dependent on library building). ** a range of charge is listed- as it is dependent on the technical equipment within the room (i.e. some of our library rooms have hybrid kit and booking these incur the higher costs).
Tier 1 Library Space full day (out of hours)	£15*	
Tier 1 Small meeting room half day (in hours)	£5.00	
Tier 1 Small meeting room full day (in hours)	£10.00	
Tier 1 Small meeting room half day (out of hours)	£10*	
Tier 1 Small meeting room full day (out of hours)	£15*	
Tier 1 medium meeting room half day (in hours)	£5.00	
Tier 1 medium meeting room full day (in hours)	£10.00	
Tier 1 medium meeting room half day (out of hours)	£10*	
Tier 1 medium meeting room full day (out of hours)	£15*	
Tier 1 large meeting room half day (in hours)	£5.00	

Fee description	2024/25	2024/25 Notes
Tier 1 large meeting room full day (in hours)	£10.00	
Tier 1 large meeting room half day (out of hours)	£10*	
Tier 1 large meeting room full day (out of hours)	£15*	
Tier 2 Library Space half day (out of hours)	£20*	
Tier 2 Library Space full day (out of hours)	£35*	
Tier 2 Small meeting room half day (in hours)	£20.00	
Tier 2 Small meeting room full day (in hours)	£35.00	
Tier 2 Small meeting room half day (out of hours)	£25*	
Tier 2 Small meeting room full day (out of hours)	£40*	
Tier 2 medium meeting room half day (in hours)	£30.00	
Tier 2 medium meeting room full day (in hours)	£50.00	
Tier 2 medium meeting room half day (out of hours)	£35*	
Tier 2 medium meeting room full day (out of hours)	£55*	
Tier 2 large meeting room half day (in hours)	£40.00	
Tier 2 large meeting room full day (in hours)	£70.00	
Tier 2 large meeting room half day (out of hours)	£45*	
Tier 2 large meeting room full day (out of hours)	£75*	
Tier 3 Library Space half day (in hours)	£45.00	
Tier 3 Library Space full day (in hours)	£70.00	
Tier 3 Library Space half day (out of hours)	£90.00	
Tier 3 Library Space full day (out of hours)	£165.00	
Tier 3 Small meeting room half day (in hours)	£45.00	
Tier 3 Small meeting room full day (in hours)	£70-80**	
Tier 3 Small meeting room half day (out of hours)	£50-£95**	
Tier 3 Small meeting room full day (out of hours)	£85-£175**	
Tier 3 medium meeting room half day (in hours)	£55.00	
Tier 3 medium meeting room full day (in hours)	£95-£100**	
Tier 3 medium meeting room half day (out of hours)	£60-105**	
Tier 3 medium meeting room full day (out of hours)	£100-£195**	
Tier 3 large meeting room half day (in hours)	£70.00	

	2024/25	2024/25 Notes
Fee description		
Tier 3 large meeting room full day (in hours)	£130.00	
Tier 3 large meeting room half day (out of hours)	£120.00	
Tier 3 large meeting room full day (out of hours)	£225.00	
Leisure Centres		
Purbeck Sports Centre		
Membership charges (Gold Card)		
Adult - monthly fee	£38.85	
Adult Concession - monthly fee	£28.36	
Corporate Business -5+ members - monthly fee	£33.60	
Corporate Business - 20+ members - monthly fee	£28.35	
Clubs - monthly fee	£33.60	
Off Peak - monthly fee	£28.35	
Family - monthly fee	£84.00	
Student monthly fee	£28.38	
Student - annual fee	£312.18	
Frozen membership - per month (max of 4)	£6.30	
Annual membership fee	£427.35	
Joining Fee	£10.50	
Facilities Charges		
Diamond Card		
Annual Charge - adult	£24.25	
Annual Charge - junior	£12.15	
Replacement card	£6.10	
Adult Squash** (45mins)	£9.00	
Junior Squash** (45mins)	£4.50	
Adult Badminton** (45mins)	£10.05	
Junior Badminton** (45mins)	£5.10	
Adult Tennis(Astro Courts)* (30mins)	£5.20	
Junior Tennis(Astro Courts)* (30mins)	£2.60	
Adult Table-Tennis* (30 mins)	£3.40	
Junior Table-Tennis* (30 mins)	£1.70	
Shower	£2.95	
Main Hall** (45 mins)		

	2024/25	2024/25 Notes
Fee description		
Day hire	£639.45	
Adult	£64.00	
Junior	£32.60	
User -applies for single court hire (other than badminton)	£2.50	
Playzone		
Supervised	£4.50	
Unsupervised	£3.80	
Private Hire	£56.20	
Astro Pitch***2 (60 mins)		
Adult - Whole Pitch	£81.90	
Junior - Whole Pitch	£61.74	
Adult - Mini Pitch	£45.36	
Junior - Mini Pitch	£36.33	
Football Pitch		
Adult (per match)	£70.56	
Junior (per match)	£47.41	
Cricket Pitch - Artificial Wicket		
Adult - per evening game	£47.41	
Junior - per evening game	£35.28	
Studio 1***2 (60 mins)		
Adult	£50.75	
Junior	£40.00	
Studio 2***2 (60mins)	£26.46	
Studio Fitness Classes - Diamond Card	£6.25	
Studio Fitness Classes - Standard	£7.10	
Gym		
Standard Workout - Diamond Card	£6.25	
Standard Workout	£8.70	
Standard Workout - Senior - Diamond	£5.20	
Standard Workout - Senior	£7.60	
Concession weekday to 5pm	£3.20	
Induction fee	£14.95	
Swimming Pool		
Adult Swim (Diamond Card)	£4.75	

	2024/25	2024/25 Notes
Fee description		
Adult Swim	£5.95	
Senior Swim (Diamond Card)	£3.00	
Senior Swim	£4.20	
Junior Swim (Diamond Card)	£2.60	
Junior Swim	£4.20	
Adult Concession Swim	£2.80	
Junior Concession Swim	£1.90	
Family Swim (2 adults & 3 children)	£15.45	
Adult 2nd Activity Swim (Diamond Card)	£1.70	
Adult 2nd Activity Swim	£2.80	
Junior 2nd Activity Swim (Diamond Card)	£1.35	
Junior 2nd Activity Swim	£2.20	
Sauna		
Per person charge* (30 mins)	£3.55	
Private Pool Hire*** (60 mins)		
Affiliated Clubs	£66.15	
Events	£94.50	
Affiliated Club - 1 Lane	£11.55	
Provision of lifeguard	£18.40	
Swim school monthly	£24.70	
Swim school extra	£27.85	
Meeting Room**** (60 mins)	£23.10	
Clinic Room - all day	£54.85	
Hire of sports equipment		
Racket Hire for 2 rackets plus ball	£2.75	
Refundable damage deposit	£6.50	
Table Tennis Bat	£1.75	
Refundable damage deposit	£2.85	
Soccer Ball Hire	£2.85	
Refundable damage deposit	£10.50	
Pool Play Equipment Hire	£33.60	
Pool inflatable hire	£39.00	

	2024/25	2024/25 Notes
Fee description		
Holiday Courses and Activities		
Main Hall		
Gymnastics (1hr)	£5.75	
Acrobatics	£5.75	
Archery	£14.50	
Table Tennis	£4.10	
Cheer Leading	£5.75	
Toddler Trampolining (30mins)	£3.60	
Trampolining (1hr)	£5.75	
Dance/Acro Workshop 90 minutes	£11.00	
Dance/Acro Workshop 2 hour	£11.00	
Dance/Acro Workshop 5 Hour	£22.00	
Climbing (45 mins)	£6.00	
Climbing (60 mins)	£7.75	
Family Climb	£7.70	
Trampoline Camp (2hrs 30mins)	£14.50	
Family Fun Bounce (Child & Adult)	£7.20	
Family Fun Bounce (Extra Child)	£3.60	
Family Fun Bounce (Extra Adult)	£4.70	
Adventure Day	£23.10	
Nerf Gun	£8.30	
Badminton (2 hrs)	£8.00	
Badminton (2 hrs) including racquet	£13.00	
Jr badminton course	£8.25	
Adult open Badminton	£6.80	
Balcony		
Mini Medics	£27.55	
Family First Aid - Juniors	£27.55	
Family First Aid - Adults	£5.50	
Studio 1		
Ballet	£5.25	
Baby Ballet	£5.25	
Pop Dance	£5.25	

	2024/25	2024/25 Notes
Fee description		
Sporty Tots	£5.25	
Junior Yoga	£5.25	
Parent & Baby Classes	£5.25	
Family Activities - Adult	£4.40	
Family Activities - Junior	£4.00	
Family Activities - 2 ads + 2 jnrs	£15.25	
Squash coaching session	£8.95	
Tennis Court		
Tennis Academy (3hrs) (What we charge) - £15.00		
Astro Pitch		
AFC Bournemouth (We Invoice)	£6.88	
Football fun (What we charge) 9-3pm £15.00	£6.90	
Football fun (What we charge) 10-3pm - £13.00	£5.75	
Studio 2		
Family Classes - Adults	£4.65	
Family Classes - Juniors	£4.00	
Junior Classes	£5.35	
Junior Spinning	£5.35	
Swimming Pool		
NPLQ	£285.00	
Pool Plant Operators Course	£386.00	
Pool Plant Revalidation/Foundation	£220.50	
Snorkelling	£7.00	
Intensive Swim Courses (S/S)	£5.65	
Intensive Swim Courses (Non S/S)	£6.80	
Stroke Workshop (S/S)	£5.65	
Stroke Workshop (Non S/S)	£6.80	
Diving & Synchronised Swim (S/S)	£5.65	
Diving & Synchronised Swim (Non S/S)	£6.80	
Water Polo & Personal Survival (S/S)	£5.65	
Water Polo & Personal Survival (Non S/S)	£6.80	
Rookie Lifeguard	£27.55	

	2024/25	2024/25 Notes
Fee description		
Kayaking	£6.80	
Kayaking 2 day course	£27.55	
Family Aquafit - adults and juniors	£5.25	
Pool Inflatable session	£4.90	
Parent & Baby Drop in	£10.65	
Grass Pitch		
Tri Golf	£9.90	
Cricket Nets		
Cricket Factory	£13.65	
Gym		
Action Zone - Adult Non Members	£8.50	
Action Zone - Adult DC	£6.20	
Action Zone - Junior Induction	£11.00	
Action Zone - Juniors	£5.50	
Activity pass	£16.50	
Non Specific		
SportZone (Full Day)	£20.60	
SportZone (Half Day)	£11.35	
Orienteering 1 hour 45 minutes	£5.65	
Purbeck Camp 5 hours	£22.00	
Skatability	£11.00	
Den Building	£11.00	
Active Youth Afternoons	£5.00	
Adult Holiday Classes - Non-member	£7.05	
Adult Holiday Classes - DC	£6.25	
Adult Holiday Classes - GC	£3.20	
Active combo Single DD	£34.00	
Active combo joint DD	£64.00	
Active Combo Annual	£335.00	
Senior Peak DD (Gym Only)	£26.00	
Senior DD Active Combo	£30.00	
Senior DD joint	£57.00	

	2024/25	2024/25 Notes
Fee description		
GP Referral (6 month)	£120.00	
GP Referral (6 month) DD	£25.00	
GPR Consultation Fee	£15.75	
GPR Casual Gym Fee	£5.50	
Gym Buddies	£4.75	
Gym Buddies DD	£16.30	
Gym Induction	£19.30	
One to One Induction	£33.10	
Casual gym	£8.85	
Casual gym Under 18	£6.10	
Personal Training Session - Non Member	£33.10	
Personal Training referral	£22.05	
Personal Training Session - Member	£27.60	
5 x Personal Training Sessions - Non Member	£124.95	
5 x Personal Training Sessions - Member	£103.95	
Day centre session	£4.40	
Wellness key	£9.90	
Indoor cycling 45 min class	£6.30	
Classes		
Circuits	£6.30	
Pure Core (30 mins)	£3.90	
Upper Body Workout	£6.30	
Beginners Yoga	£6.65	
Intermediate Yoga	£6.65	
Combat Fit	£6.30	
Zumba	£6.30	
Legs Bums & Tums	£6.30	
Kyokufit	£6.30	
Otago	£4.65	
Chair fit	£4.65	
Insane Abs (30 mins)	£3.90	

	2024/25	2024/25 Notes
Fee description		
Total Body Training	£6.30	
Cardiac Rehab Phase 4	£4.65	
Health circuits	£4.65	
Accessible Circuits	£4.65	
Intervals 360	£6.30	
Fitness Pilates	£6.65	
Tai Chi	£6.30	
Aerobics gold	£4.65	
COPD class	£4.65	
Extra Gentle Yoga	£4.65	
Outdoor Bootcamp	£4.30	
Active 500 Registration	£16.90	
Room Hire		
Theatre/peak	£61.75	
Theatre/off peak	£48.00	
Theatre peak charity rate	£48.00	
Theatre /off peak charity rate	£39.15	
Studio 1 Peak	£36.95	
Studio 1 Off peak	£35.55	
Studio 1 peak charity rate	£30.35	
Studio 1 Off peak charity rate	£27.00	
Studio 2/3/peak	£29.25	
Studio 2/3 / off peak	£24.80	
Studio 2/3 peak charity rate	£24.80	
Studio 2/3 off peak charity rate	£20.40	
20 room peak	£22.60	
20 room off peak	£19.65	
20 room peak charity rate	£18.75	
20 room off peak charity rate	£14.35	
Studio 4 peak	£22.05	
Studio 4 off peak	£17.65	

	2024/25	2024/25 Notes
Fee description		
Studio 4 peak charity rate	£18.75	
Studio 4 off peak charity rate	£14.35	
Studio 5/6 peak	£30.90	
Studio 5/6 off peak	£26.50	
Studio 5/6 peak charity rate	£26.50	
Studio 5/6 off peak charity rate	£22.05	
35 room peak	£23.15	
35 room off peak	£17.65	
35 room peak charity rate	£19.85	
35 room off peak charity rate	£15.45	
25 room peak	£22.05	
25 room off peak	£16.55	
25 room peak charity rate	£18.75	
25 room off peak charity rate	£14.35	
Exclusive use of Hub	£1,488.40	
Pitch prices		
Pitch 1	£81.60	
Lights	£19.30	
Pitch 2,4,5, rugby & cricket youth	£44.10	
Pitch 2,4,5, rugby & cricket Adult	£81.60	
Mini soccer pitch 6&7	£26.50	
3G		
1 pitch peak	£38.60	
1 pitch off peak	£26.50	
whole arena peak	£76.65	
whole arena off peak	£54.00	
Tennis		
Court Hire per hour	£10.80	
Sports hall		
Badminton Peak Adult	£10.80	
Badminton Off Peak Adult	£8.55	
Badminton Off Peak Junior	£5.30	

	2024/25	2024/25 Notes
Fee description		
Short tennis Peak adult	£10.80	
Short tennis off peak adult	£8.55	
Short tennis off peak Junior	£5.30	
Table tennis Peak Adult	£10.80	
Table tennis off peak Adult	£8.55	
Table tennis Off peak Junior	£5.30	
1/2 Hall Basketball/football Peak Adult	£20.55	
1/2 Hall Basketball/Football Off Peak Adult	£15.90	
1/2 Hall Basketball/Football Off Peak Junior	£10.20	
1/4 Hall Basketball off peak Junior	£5.10	
Quarter Hall hire (bus)	£10.20	
Half Hall hire (bus)	£21.40	
Whole Hall (bus)	£43.00	
Five a side Peak adult	£43.00	
Five a side Off peak Adult	£32.00	
Five a side Off peak Junior	£21.50	
Netball Peak Adult	£43.00	
Netball Off Peak Adult	£32.00	
Netball Off Peak Junior	£21.50	
Cricket Peak Adult	£43.00	
Cricket Off Peak Adult & Junior	£32.00	
Open Badminton	£5.00	
Racquet Hire	£1.60	
Use of Trampolines/mats/equipment	£12.60	
50+ Activities	£4.45	
Long Mat Bowls	£4.65	
Courses		
Badminton per session	£5.35	
Pre School Gymnastics	£5.65	
Gymnastics per session	£6.45	
Advanced Gymnastics	£8.00	

	2024/25	2024/25 Notes
Fee description		
Football Sat per session	£5.70	
Football Tues per session	£6.35	
Tennis per 60 min session	£6.35	
Tennis per 45 min session	£5.85	
Trampolining per session	£6.35	
Holiday Activities	£22.05	
Messy Monday	£5.00	
Tumble and Bounce	£4.55	
Chuckles	£2.55	
Nerf Wars	£4.45	
Fun Gym and Tramp	£6.10	
Crazy Creatures	£6.30	
Monster Bounce	£5.65	
Events		
Cinema Adult	£6.65	
Cinema Junior	£5.55	
Cinema concession	£6.10	
Family Cinema Ticket	£21.50	
Kids Club Cinema	£3.10	
Sparkle and shine	£5.75	
Monster Bounce	£5.65	
Badges	£3.25	
Access to Leisure		
Fitness suite entry	£4.30	
Fitness class entry	£4.30	
Gym buddies	£3.55	
Wellness key	£9.55	
Gym induction	£6.95	
Moors Valley Golf Season Tickets		
7 day annual	£890.00	
5 day annual	£690.00	
7 day DD	£80.00	

	2024/25	2024/25 Notes
Fee description		
5 day DD	£60.00	
Under 30 every day annual	£545.00	
Under 30 every day DD	£48.00	
Under 25 every day annual	£375.00	
Under 25 every day DD	£34.00	
7 day 3 month	£420.00	
5 day 3 month	£336.00	
Under 18 every day annual	£90.00	
Golf Green Fees		
Autumn/ Winter (1st Oct-31st Mar)	£28.00	2024/2025 Wkends & BH
Autumn/ Winter (1st Oct-31st Mar)	£23.00	2024/2025 Weekdays
Autumn/ Winter (1st Oct-31st Mar)	£18.00	2024/2025 Under 25's (all days)
Autumn/ Winter (1st Oct-31st Mar)	£9.00	2024/2025 Under 18s (all days)
Spring/ Summer (1st Apr-30th Sept)	£32.00	2024/2025 Wkends & BH
Spring/ Summer (1st Apr-30th Sept)	£26.00	2024/2025 Weekdays
Spring/ Summer (1st Apr-30th Sept)	£22.00	2024/2025 Under 25's (all days)
Spring/ Summer (1st Apr-30th Sept)	£9.00	2024/2025 Under 18s (all days)
18 Holes Twilight		
Autumn/ Winter (after 1pm)	£18.00	2024/2025 Wkends & BH
Autumn/ Winter (after 1pm)	£15.00	2024/2025 Weekdays
Autumn/ Winter (after 1pm)	£15.00	2024/2025 Under 25's (all days)
Autumn/ Winter (after 1pm)	£9.00	2024/2025 Under 18s (all days)
Autumn/ Winter (after 1pm)	£21.00	2024/2025 Wkends & BH
Autumn/ Winter (after 1pm)	£18.50	2024/2025 Weekdays
Autumn/ Winter (after 1pm)	£18.50	2024/2025 Under 25's (all days)
Autumn/ Winter (after 1pm)	£9.00	2024/2025 Under 18s (all days)
11 Holes		
Autumn/ Winter (1st Oct-31st Mar)	£18.00	2024/2025 Wkends & BH
Autumn/ Winter (1st Oct-31st Mar)	£15.00	2024/2025 Weekdays
Autumn/ Winter (1st Oct-31st Mar)	£15.00	2024/2025 Under 25's (all days)
Autumn/ Winter (1st Oct-31st Mar)	£7.00	2024/2025 Under 18s (all days)
Spring/ Summer (1st Apr-30th Sept)	£21.00	2024/2025 Wkends & BH

	2024/25	2024/25 Notes
Fee description		
Spring/ Summer (1st Apr-30th Sept)	£18.50	2024/2025 Weekdays
Spring/ Summer (1st Apr-30th Sept)	£18.50	2024/2025 Under 25's (all days)
Spring/ Summer (1st Apr-30th Sept)	£7.00	2024/2025 Under 18s (all days)
18 Holes Frost Greens		
Autumn/ Winter (1st Oct-31st Mar)	£23.00	2024/2025 Wkends & BH
Autumn/ Winter (1st Oct-31st Mar)	£19.00	2024/2025 Weekdays
Autumn/ Winter (1st Oct-31st Mar)	£14.00	2024/2025 Under 25's (all days)
18 Holes Frost Greens Twilight		
Autumn/ Winter (after 1pm)	£15.00	2024/2025 Wkends & BH
Autumn/ Winter (after 1pm)	£12.00	2024/2025 Weekdays
Autumn/ Winter (after 1pm)	£12.00	2024/2025 Under 25's (all days)
11 Holes Frost Greens		
Autumn/ Winter (1st Oct-31st Mar)	£15.00	2024/2025 Wkends & BH
Autumn/ Winter (1st Oct-31st Mar)	£12.00	2024/2025 Weekdays
Autumn/ Winter (1st Oct-31st Mar)	£12.00	2024/2025 Under 25's (all days)
9 Holes (ONLY if holes 3-11 are closed and player can only play once around the 9 holes)		
Autumn/ Winter (1st Oct-31st Mar) - all hours	£16.00	2024/2025 Wkends & BH
Autumn/ Winter (1st Oct-31st Mar) - all hours	£14.00	2024/2025 Weekdays
Autumn/ Winter (1st Oct-31st Mar) - all hours	£14.00	2024/2025 Under 25's (all days)
Spring/ Summer (1st Apr-30th Sept) - all hours	£18.00	2024/2025 Wkends & BH
Spring/ Summer (1st Apr-30th Sept) - all hours	£17.00	2024/2025 Weekdays
GROUPS/ SOCIETIES		
Autumn/ Winter (1st Oct-31st Mar)	£22.00	2024/2025 Wkends & BH
Autumn/ Winter (1st Oct-31st Mar)	£20.00	2024/2025 Weekdays
Spring/ Summer (1st Apr-30th Sept)	£26.00	2024/2025 Wkends & BH
Spring/ Summer (1st Apr-30th Sept)	£22.50	2024/2025 Weekdays
4 hole pitch & putt		
Autumn/ Winter (1st Oct-31st Mar)	£4.50	2024/2025 Wkends & BH
Autumn/ Winter (1st Oct-31st Mar)	£4.50	2024/2025 Weekdays
Autumn/ Winter (1st Oct-31st Mar)	£4.50	2024/2025 Wkends & BH
Autumn/ Winter (1st Oct-31st Mar)	£4.50	2024/2025 Weekdays
7 hole (not publicised - beginners pathway only)		
Autumn/ Winter (1st Oct-31st Mar)	£9.50	2024/2025 Wkends & BH
Autumn/ Winter (1st Oct-31st Mar)	£9.50	2024/2025 Weekdays

	2024/25	2024/25 Notes
Fee description		
Autumn/ Winter (1st Oct-31st Mar)	£7.00	2024/2025 Under 18s (all days)
Spring/ Summer (1st Apr-30th Sept)	£11.50	2024/2025 Wkends & BH
Spring/ Summer (1st Apr-30th Sept)	£11.50	2024/2025 Weekdays
Spring/ Summer (1st Apr-30th Sept)	£7.00	2024/2025 Under 18s (all days)
Moors Valley Golf Club Match Fees		
Visiting Players	£16.00	2024/2025 Wkends & BH
Visiting Players	£13.00	2024/2025 Weekdays
Golf Club Major Comps (x 3 per year)	£16.00	2024/2025 Wkends & BH
Equipment Hire		
Golf Buggy Hire	£28.00	2024/2025 Wkends & BH
Golf Buggy Hire	£28.00	2024/2025 Weekdays
Golf Buggy Hire	£28.00	2024/2025 Under 25's (all days)
Golf Buggy Hire (ST Rate)	£20.00	2024/2025 Wkends & BH
Golf Buggy Hire (ST Rate)	£20.00	2024/2025 Weekdays
Golf Buggy Hire (ST Rate)	£20.00	2024/2025 Under 25's (all days)
Golf Buggy Hire (11 hole only Rate - not publicised)	£20.00	2024/2025 Wkends & BH
Golf Buggy Hire (11 hole only Rate - not publicised)	£20.00	2024/2025 Weekdays
Golf Buggy Hire (11 hole only Rate - not publicised)	£20.00	2024/2025 Under 25's (all days)
Golf Pull Trolley Hire	£5.00	2024/2025 Wkends & BH
Golf Pull Trolley Hire	£5.00	2024/2025 Weekdays
Golf Pull Trolley Hire	£5.00	2024/2025 Under 25's (all days)
Golf Pull Trolley Hire	£5.00	2024/2025 Under 18s (all days)
Golf Club Hire	£12.50	2024/2025 Wkends & BH
Golf Club Hire	£12.50	2024/2025 Weekdays
Golf Club Hire	£12.50	2024/2025 Under 25's (all days)
Golf Club Hire	£12.50	2024/2025 Under 18s (all days)
Archives		
Reprographics Services		
Photocopies/Microform print out ordered & supplied during visit		
Photocopies/Microform print out (black & white) (A4 or A3)	£1.20	
Photocopies (colour) (A4 or A3)	£2.50	
Minimum charge for photocopies/microform print out (b&w) ordered & supplied by post includes up to 4 x A4 or A3 sheets	£9.00	

	2024/25	2024/25 Notes
Fee description		
Additional photocopies/microform print out (b&w) – ordered by post	Delete	N/A
Additional photocopies (colour) (A4 or A3) – ordered by post	Delete	N/A
Digital copying services - supplied by email/electronic transfer or download		
Tiff Images each	£9.50	
jpeg images each	£6.50	
Additional consecutive pages in bound volumes jpeg only	£2.00	
Handling charge for e-mail or electronic transfer of digital orders	£3.00	
Sound files	£9.50	from
Tithe maps (one map and apportionment)	£20.00	
Resupply by We Transfer admin charge	£5.25	
Supply of images/sound files on CD or DVD	£6.30	
	delete	
Postage and packaging	£2.50	from
Public self-service copying		
Photocopies (black & white) (A4)	£0.50	
Microform print-out	£1.00	
Black & white print-out from computers	£1.00	
Permission to photograph documents		
Photography permits (half day)	£8.00	
Photography permits (whole day)	£14.00	
Photography permits (week)	£35.00	
Certification Services		
Certification of copies (includes searching for specific entry, copying and certification)	£19.00	
Certificates		
Baptism or burial from a parish register entry (Certificate fees set by the Church of England Table of Fees 2020)	£36.00	Plus P&P in line with Church of England charges
Research/consultation and advice Services		
Enquiries: look ups for specific information	£16.00	
Research Service or Family History consultation fee	£38.00	
One to one surgery - research topic consultation	£33.00	
Professional Consultation/advice fee	£70.00	
Magistrates	£40.00	Per hour, plus copy charge and certification if entry found
Conservation Services		

	2024/25	2024/25 Notes
Fee description		
Treatment Proposal (where items assessed at DHC)	£38.00	Per hour, deducted from final charge if treatment carried out at DHC
Conservation – collection condition survey and written report (at customers site)	£38.00	Per hour. Including travel time and expenses
Conservation treatment fee (per hour)	£68.00	Per hour
Community Engagement, Outreach and Education Services		
Group talks, training, tours, lectures & visits		
Offsite talk, lecture (standard talks)	£78.00	
Online talks by DHC staff for other organisations (standard talks)	£65.00	
Onsite talk/lecture; introductory tours and visits	£68.00	Group of up to 12
Bespoke/specialist talks requiring substantial research	£85.00	
Online events (talks/workshops) organised by DHC	£6.00	Per person
2-3 hour workshop/training session (e.g. oral history or family history)		As per below categories:
Onsite	£130.00	For group of up to 10
Offsite	£140.00	For group of up to 10 plus travel
Full day workshop/class	£16.00	Per person, per session
Education Service charges		
Downloadable education packs	£21.00	Minimum charge, variable depending on size of the resource
2 hour outreach taught session at a school (inc. CD of copies of documents, transcripts and session plans)	£90.00	Plus travel expenses
2 hour taught session at DHC (inc. as above, lecture room hire and opportunity to use original records)	£90.00	
Miscellaneous		
Coffee/tea in Public Common Room	£2.50	
Hire of Lecture Room		
Mon - Fri: 9am-5pm per hour (minimum of two hour booking)	£17.00	Full rate
	£13.50	Charity rate
Saturday - 1st Saturday of the month per hour (minimum of two hour booking)	£17.00	Full rate (plus admin fee)
	£13.00	Charity rate (plus admin fee)
Saturday - when History Centre is closed		Available on request
Evenings		Available on request

	2024/25	2024/25 Notes
Fee description		
Cancellation fee (less than 3 days notice)	£15.00	
Car Parking Fees – Tied to Dorset Council charges		
Monday to Saturday 8.00 -18.00		
Up to 30 mins	£0.50	
Up to 1 hour	£1.00	
Up to 2 hours	£1.50	
Up to 3 hours	£2.20	
Up to 4 hours (no return)	£3.50	
Disabled Badge Holders Maximum stay of 3 hours (no return within 1 hour)		Free
Reproduction fees		
Not-for-profit publication	Delete	
Commercial publication - local	Delete	
Commercial publication – national	Delete	
Books, periodicals, journals, exhibition catalogues		
One country, single language publication (print run <1000)	£25.00	
One country, single language publication (print run >1000)	£35.00	
Worldwide publication	£50.00	
Local publications		
Local society/author (Dorset only)	£15.00	
Local society/author (national)	£18.00	
Dissertation	£15.00	
Newspapers, magazines		
Local (Dorset)	£32.00	
National	£55.00	
Worldwide	£105.00	
Film, TV		
Single image in television programme, national or worldwide	£55.00	
Broadcast and film rights, national or worldwide	£210.00	
TV film or radio company filming/recording on site (to incl. venue hire, staff time)	£126.00	Per hour
Set up time for filming (For furniture moving etc)	£45.00	Per hour
Lectures, talks, exhibitions (non-DHC)		
Educational/ temporary	£10.00	Per image
Commercial/ permanent	£55.00	Per image
Local, Dorset based society (Proposed new charge)		
Internet		

	2024/25	2024/25 Notes
Fee description		
Personal blog, including YouTube/other video websites	£12.00	Per image
Commercial website	£55.00	Per image
Historic Environment Record		
Enquiries		
Strategic (available GIS data only)	£125.00	
Basic	£75.00	
Standard (0-50 monument records)	£95.00	
Extended (51 to 150 monument records)	£160.00	
Large (150+ monument records)	£250.00	minimum
Self-service Standard (0 to 50 monument records)	£65.00	
Self-service Extended (51 to 150 monument records)	£140.00	
Waste		
Garden Waste wheelie bin per annum	£69.50	
Bin charges	POA	These are one-off fee's (apart from the sacks which are annual fees) for the delivery of the waste containers. All waste containers remain the property of Dorset Council.
Full set of containers for a newly built property or redeveloped property	£77.00	
Bigger bin for families of 5 or more	£46.00	
Additional sacks for children in nappies	£21.00	
Trade Waste	POA	Variable charging now applied
Food Safety and Port Health		
Advisory visits to food businesses	£229.50	
Food condemnation certificates - Site visit, assessment and admin (2.5 hours)	£42.50	Charged per hour or part thereof
Ear Piercing Licences & Registrations - PREMISES	£111.50	
Ear Piercing Licences & Registrations - PERSON	£82.50	
Electrolysis Licences & Registrations - PREMISES	£112.50	
Electrolysis Licences & Registrations - PERSON	£88.50	
Tattooing Licences & Registrations - PREMISES	£147.00	

Fee description	2024/25	2024/25 Notes
Tattooing Licences & Registrations - PERSON	£117.00	
Cosmetic Piercing Licences & Registrations - PREMISES	£147.00	
Cosmetic Piercing Licences & Registrations - PERSON	£117.00	
Acupuncture Licences & Registrations - PREMISES	£123.00	
Acupuncture Licences & Registrations - PERSON	£94.00	
Transfer/Amendment of Personal Operators Registration for Skin Piercing	£28.50	
Export Health Certificates per consignment (Fishery Products / Composite Egg Products)	£104.00	Plus travel & inspection as req.
Re-score request for National Food Hygiene Rating Scheme	£229.50	
Ship Sanitation Inspection Charges up to 1000 Gross Tonnage of Vessel		
Ship Sanitation Inspection Charges 1001-3000 Gross Tonnage of Vessel		
Ship Sanitation Inspection Charges 3001-10000 Gross Tonnage of Vessel		
Ship Sanitation Inspection Charges 10001-20000 Gross Tonnage of Vessel		
Ship Sanitation Inspection Charges 20001-30000 Gross Tonnage of Vessel		
Ship Sanitation Inspection Charges over 30000 Gross Tonnage of Vessel		
Ship Sanitation Inspection Charges Vessels with 50- 1000 Persons		
Ship Sanitation Inspection Charges Vessels with over 1000 Persons		
Ship Sanitation Inspection Charges Extension		
Charges for Ship's Bacteriological Water Sampling on Request To DCH (Mon-Wed) - One Sample	£101.00	
Charges for Ship's Bacteriological Water Sampling on Request To DCH (Mon-Wed) - Two Samples	£136.00	
Charges for Ship's Bacteriological Water Sampling on Request To DCH (Mon-Wed) - Three Samples	£171.50	
Charges for Ship's Bacteriological Water Sampling on Request Courier collection travel to Portland Port (Thurs-Fri) - One Sample	£160.50	
Charges for Ship's Bacteriological Water Sampling on Request Courier collection travel to Portland Port (Thurs-Fri) - Two Samples	£196.00	
Charges for Ship's Bacteriological Water Sampling on Request Courier collection travel to Portland Port (Thurs-Fri) - Three Samples	£231.00	
Charges for Ship's Water Sampling on Request For Legionella To DCH (Mon-Wed) - One Sample	£107.50	

	2024/25	2024/25 Notes
Fee description		
Charges for Ship's Water Sampling on Request For Legionella To DCH (Mon-Wed) - Two Samples	£145.50	
Charges for Ship's Water Sampling on Request For Legionella To DCH (Mon-Wed) - Three Samples	£183.50	
Charges for Ship's Water Sampling on Request for Legionella Courier collection travel to Portland Port (Thurs-Fri) - One Sample	£163.50	
Charges for Ship's Water Sampling on Request for Legionella Courier collection travel to Portland Port (Thurs-Fri) - Two Samples	£201.50	
Charges for Ship's Water Sampling on Request for Legionella Courier collection travel to Portland Port (Thurs-Fri) - Three Samples	£239.50	
Export Certificates per consignment (Products Not Of Animal Origin)	£81.00	
Licensing (Non Public Health)		
Adult Gaming Centres - Annual fee	£633.94	* Maximum fee chargeable set by statute - fees challengeable / justifiable cost recovery basis
Adult Gaming Centres - Application for Provisional Statement	£1,267.88	* Maximum fee chargeable set by statute - fees challengeable / justifiable cost recovery basis
Adult Gaming Centres - Application for Re-Instalment	£1,084.86	* Maximum fee chargeable set by statute - fees challengeable / justifiable cost recovery basis
Adult Gaming Centres - Application to Transfer	£807.03	* Maximum fee chargeable set by statute - fees challengeable / justifiable cost recovery basis
Adult Gaming Centres - Application to Vary	£922.24	* Maximum fee chargeable set by statute - fees challengeable / justifiable cost recovery basis
Adult Gaming Centres - Change of Circumstances	£50.00	* Maximum fee chargeable set by statute - fees challengeable / justifiable cost recovery basis
Adult Gaming Centres - Copy Licence	£25.00	* Maximum fee chargeable set by statute - fees challengeable / justifiable cost recovery basis
Adult Gaming Centres - Licence Application (Provisional Statement Holders)	£745.84	* Maximum fee chargeable set by statute - fees challengeable / justifiable cost recovery basis
Adult Gaming Centres - New Application	£1,808.10	* Maximum fee chargeable set by statute - fees challengeable / justifiable cost recovery basis
Betting Premises (excluding Tracks) - Application to Transfer	£807.03	* Maximum fee chargeable set by statute - fees challengeable / justifiable cost recovery basis
Betting Premises (excluding Tracks) - Annual fee	£372.92	* Maximum fee chargeable set by statute - fees challengeable / justifiable cost recovery basis
Betting Premises (excluding Tracks) - Application for Provisional Statement	£1,808.10	* Maximum fee chargeable set by statute - fees challengeable / justifiable cost recovery basis
Betting Premises (excluding Tracks) - Application for Re-Instalment	£1,084.86	* Maximum fee chargeable set by statute - fees challengeable / justifiable cost recovery basis
Betting Premises (excluding Tracks) - Application to Vary	£922.24	* Maximum fee chargeable set by statute - fees challengeable / justifiable cost recovery basis
Betting Premises (excluding Tracks) - Change of Circumstances	£50.00	* Maximum fee chargeable set by statute - fees challengeable / justifiable cost recovery basis

	2024/25	2024/25 Notes
Fee description		
Betting Premises (excluding Tracks) - Copy Licence	£25.00	* Maximum fee chargeable set by statute - fees challengeable / justifiable cost recovery basis
Betting Premises (excluding Tracks)- Licence Application (Provisional Statement Holders)	£621.53	* Maximum fee chargeable set by statute - fees challengeable / justifiable cost recovery basis
Betting Premises (excluding Tracks) -New Application	£1,751.60	* Maximum fee chargeable set by statute - fees challengeable / justifiable cost recovery basis
Bingo Club - Annual fee	£621.53	* Maximum fee chargeable set by statute - fees challengeable / justifiable cost recovery basis
Bingo Club - Application for Provisional Statement	£2,034.11	* Maximum fee chargeable set by statute - fees challengeable / justifiable cost recovery basis
Bingo Club - Application for Re-Instalment	£1,084.86	* Maximum fee chargeable set by statute - fees challengeable / justifiable cost recovery basis
Bingo Club - Application to Transfer	£807.03	* Maximum fee chargeable set by statute - fees challengeable / justifiable cost recovery basis
Bingo Club - Application to Vary	£1,039.66	* Maximum fee chargeable set by statute - fees challengeable / justifiable cost recovery basis
Bingo Club - Change of Circumstances	£50.00	* Maximum fee chargeable set by statute - fees challengeable / justifiable cost recovery basis
Bingo Club - Copy Licence	£25.00	* Maximum fee chargeable set by statute - fees challengeable / justifiable cost recovery basis
Bingo Club - Licence Application (Provisional Statement Holders)	£745.84	* Maximum fee chargeable set by statute - fees challengeable / justifiable cost recovery basis
Bingo Club -New Application	£2,034.11	* Maximum fee chargeable set by statute - fees challengeable / justifiable cost recovery basis
Family Entertainment Centres - Application to Transfer	£807.03	* Maximum fee chargeable set by statute - fees challengeable / justifiable cost recovery basis
Family Entertainment Centres - Annual fee	£465.53	* Maximum fee chargeable set by statute - fees challengeable / justifiable cost recovery basis
Family Entertainment Centres - Application for Provisional Statement	£1,243.07	* Maximum fee chargeable set by statute - fees challengeable / justifiable cost recovery basis
Family Entertainment Centres - Application for Re-Instalment	£1,073.56	* Maximum fee chargeable set by statute - fees challengeable / justifiable cost recovery basis
Family Entertainment Centres - Application to Vary	£921.97	* Maximum fee chargeable set by statute - fees challengeable / justifiable cost recovery basis
Family Entertainment Centres - Change of Circumstances	£50.00	* Maximum fee chargeable set by statute - fees challengeable / justifiable cost recovery basis
Family Entertainment Centres - Copy Licence	£25.00	* Maximum fee chargeable set by statute - fees challengeable / justifiable cost recovery basis
Family Entertainment Centres - Licence Application (Provisional Statement Holders)	£589.84	* Maximum fee chargeable set by statute - fees challengeable / justifiable cost recovery basis

	2024/25	2024/25 Notes
Fee description		
Family Entertainment Centres - New Application	£1,808.10	* Maximum fee chargeable set by statute - fees challengeable / justifiable cost recovery basis
Tracks - Application to Transfer	£621.53	* Maximum fee chargeable set by statute - fees challengeable / justifiable cost recovery basis
Tracks - Annual fee	£621.53	* Maximum fee chargeable set by statute - fees challengeable / justifiable cost recovery basis
Tracks - Application for Provisional Statement	£1,469.08	* Maximum fee chargeable set by statute - fees challengeable / justifiable cost recovery basis
Tracks - Application for Re-Instalment	£858.85	* Maximum fee chargeable set by statute - fees challengeable / justifiable cost recovery basis
Tracks - Application to Vary	£807.03	* Maximum fee chargeable set by statute - fees challengeable / justifiable cost recovery basis
Tracks - Change of Circumstances	£50.00	* Maximum fee chargeable set by statute - fees challengeable / justifiable cost recovery basis
Tracks - Copy Licence	£25.00	* Maximum fee chargeable set by statute - fees challengeable / justifiable cost recovery basis
Tracks - Licence Application (Provisional Statement Holders)	£589.84	* Maximum fee chargeable set by statute - fees challengeable / justifiable cost recovery basis
Tracks - New Application	£1,469.08	* Maximum fee chargeable set by statute - fees challengeable / justifiable cost recovery basis
Taxi - Vehicle - New Vehicle Fee	£190.00	
Taxi - Vehicle - New Vehicle Fee (Weymouth Vehicles)	£240.00	
Taxi - Vehicle - Renewal Fee	£183.00	
Taxi - Vehicle - Renewal Fee (Weymouth)	£223.00	
Taxi - Vehicle - Plate Holder	£14.00	£7.50 for plate holder + £6.50 for stick on bracket
Taxi - Vehicle - Replacement Plate	£25.00	
Taxi - Vehicle - Temporary Plate (Accident related)	£75.00	
Taxi - Driver - New Driver 3 year licence	£192.00	Plus DBS fee to provider, Medical Fee to provider, Driving Assessment Fees & Safeguarding Certificate Fees
Taxi - Driver - Renewal 3 year licence	£142.00	Plus DBS fee to provider, Medical Fee to provider, Driving Assessment Fees & Safeguarding Certificate Fees
Taxi - Driver - New Driver 1 year licence	£163.00	Plus DBS fee to provider, Medical Fee to provider, Driving Assessment Fees & Safeguarding Certificate Fees
Taxi - Driver - Renewal 1 year licence	£113.00	Plus DBS fee to provider, Medical Fee to provider, Driving Assessment Fees & Safeguarding Certificate Fees

	2024/25	2024/25 Notes
Fee description		
Taxi - Driver - Replacement Badge	£15.00	
Taxi - Operator - 5 year licence	£416.00	
Taxi - Operator - 1 year licence	£118.00	
Subsequent Knowledge Test	£50.00	
Hackney Element of Knowledge Test Only	£10.00	
Boats - Self Drive - motor	£97.39	
Boats - Boatman	£97.39	
Boats - rowing	£51.98	
Scrap Metal - Collector Licence	£630.53	
Scrap Metal - Site Licence	£819.53	
Sex Establishments - first - variation	£842.10	
Sex Establishment Renewal	£842.10	
Street Trading - Wimborne	£115.24	
Street Trading - Swanage and Wareham	£218.14	
Street Trading - Swanage and Wareham	£378.79	
Street Trading - Swanage and Wareham	£757.05	
Street Trading - Swanage and Wareham	£2,580.90	
Street Trading - Swanage and Wareham	£3,899.70	
Street Trading - Weymouth	£75.86	
Street Trading - Weymouth	£115.24	
Street Trading - Weymouth	£378.79	
Street Trading - Weymouth	£757.05	
Street Trading - Weymouth	£2,580.90	
Street Trading - Weymouth	£3,899.70	
Street Trading - Weymouth	£240.71	
		We offer early payment discounts which works well in getting the income in and fines paid without additional work.
Fixed Penalty Notices- Waste enforcement		
Flytipping	£400.00	This is the maximum penalty (Government recommended default is £200). Our early payment discount is £200

	2024/25	2024/25 Notes
Fee description		
Depositing litter	£100.00	Max. fixed penalty is £150, default fixed penalty (advised by Government) is £100. Our early payment discount is £75
Failure to produce a waste carriers licence	£300.00	Max fixed penalty is £300, our early payment charge is £180
Failure to produce waste transfer note (commercial)	£300.00	Max fixed penalty is £300, our early payment charge is £180
Failure to produce waste transfer notes (householder)	£200.00	Max fixed penalty is £200, our early payment is £120
Abandoned vehicle	£200.00	Max fixed penalty notice is £200, our early payment is £150
Failure to comply with a Community Protection Notice	£100.00	Max fixed penalty is £100, our early payment discount is £75
Environmental Protection		
Contaminated Land reports	£77.18	
Environmental Search report	£77.18	
Works in Default	£77.18	
Provision of relevant information under the Environmental Information Regulations	£77.18	
PWS Sampling	£86.00	For 24/25, 10% uplift (includes admin fee) per premises per visit
PWS Risk Assessments	£77.18	per hour including all admin pre and post visit
PWS Admin and inspection charge following Service of Notices	£77.18	Per hour
Stray dog fee including Statutory fine	£131.25	Including statutory and admin fees
Repatriation Fee for stray dogs	£77.18	Per hour
Daily kennelling fee	£17.85	
Standard Animal License fees inspection charge	£420.00	Plus dog breeding and riding school vet fees
Standard Animal License fees	£52.50	
Standard Animal License variation fee	£157.50	
Dangerous Wild Animals licence - initial application	£525.00	Plus vet fees
Zoos licence - initial application	£525.00	Plus vet fees
Environmental Advice		
Biodiversity/ecology advice	£406.00	Per day But not the biodiversity protocol work as developers pay for this and there are a range of charges
Biodiversity/ecology advice	£43.00	Per hour But not the biodiversity protocol work as developers pay for this and there are a range of charges

	2024/25	2024/25 Notes
Fee description		
		Per day
Historic environment	£368.00	Mainly for outreach events rather than just advice but all around archaeology
Historic environment	£45.00	Per hour (plus mileage)
Historic environment - planning advice to BCP	£13,850.00	This is for planning advice for BCP area
Dorset Biodiversity Appraisal Protocol		
DBAP fee type		
Amendment	£42.00	
Householder		
A	£109.00	
A2	£217.00	
New residential development		
B	£109.00	
B(2)	£150.00	
B(3)	£192.00	
B(4)	£233.00	
B(5)	£274.00	
B(6)	£315.00	
B(7)	£357.00	
B(8)	£398.00	
B(9)	£439.00	
B(10)	£480.00	
B(11)	£521.00	
B(12)	£563.00	
B(13)	£603.00	
B(14)	£645.00	
B(15)	£686.00	
B(16)	£728.00	
B(17)	£768.00	
B(18)	£810.00	
C	£1,015.00	
D	£1,196.00	
New residential development - blocks of flats		
E	£240.00	
E(2)	£327.00	
E(3)	£415.00	
E(4)	£503.00	
E(5)	£591.00	
E(6)	£678.00	
E(7)	£766.00	
E(8)	£854.00	
E(9)	£942.00	
E(10)	£1,030.00	
E(11)	£1,117.00	
E(12)	£1,205.00	
Commercial development		
F - farms	£239.00	
G - solar over 0.1ha	£1,194.00	
Trading Standards		
Met Lab Calibration Fees +VAT		
Weight calibration service to OIML M1 Service A	£35.70	
Weight calibration service to OIML M1Service B	£30.45	
Service B, second and subsequent weights of the same value charged at 50%		
Non standard OIML weights Service B	£35.70	
Service B, second and subsequent weights of the same value charged at 50%		
Adjustment fee	£35.70	

	2024/25	2024/25 Notes
Fee description		
Cleaning and painting ≤5kg	£6.30	
Cleaning and painting >5kg	£8.93	
Weight hire standing charge	£82.95	
Weight hire rate per tonne, or part tonne per day	£82.95	
Delivery and collection of weights	£114.71	
Metrology Verification Fees +VAT		
Weighing instrument ≤1tonne capacity	£88.73	
Weighing instrument >1tonne ≤10 tonnes	£125.21	
Weighing instrument >10tonnes	£282.71	
Angling club sale and certificate of errors	£70.09	
50% discount for second & subsequent machines submitted at the same time		
Measuring instruments for liquid fuel and lubricants 1st meter service	£148.58	
Second and subsequent meters	£88.73	
Road tanker wet hose type with two testing liquids	£310.80	
Road tanker dry hose type with two testing liquids	£310.80	
Road tanker wet/dry hose type with two testing liquids	£444.68	
Regulation 65 or 66 occurrence charged at hourly rate	£114.71	
For all other services including examining, testing, certifying, stamping, authorising or reporting on any type of weighing or measuring equipment not specified here, including attendance on site, travelling time and hire charges the fee is £114.71 per hour.	£114.71	
Petroleum Storage (Statutory Fees) VAT Exempt		
Regulation 6 storage certificate, or Regulation 14 licence where premises to be used for storage of petrol of the following quantities		
≤2500 litres	£46.00	
>2500 litres ≤50000 litres	£62.00	
>50000	£131.00	
Petroleum Searches +VAT		
Hourly charge, minimum 1 hour charge	£115.50	
Searched performed but no record found	£57.75	
Explosives Storage (Statutory Fees) +VAT		
1 year license up to 250kg neq new application	£113.00	
1 year license up to 250kg neq renewal	£56.00	
2 year license up to 250kg neq new application	£147.00	
2 year license up to 250kg neq renewal	£90.00	
3 year license up to 250kg neq new application	£181.00	
3 year license up to 250kg neq renewal	£125.00	
4 year license up to 250kg neq new application	£215.00	
4 year license up to 250kg neq renewal	£158.00	
5 year license up to 250kg neq new application	£248.00	
5 year license up to 250kg neq renewal	£193.00	
1 year license up to >250kg ≤2000kg neq new application	£193.00	
1 year license up to >250kg ≤2000kg neq renewal	£90.00	
2 year license up to >250kg ≤2000kg neq new application	£253.00	
2 year license up to >250kg ≤2000kg neq renewal	£153.00	
3 year license up to >250kg ≤2000kg neq new application	£317.00	
3 year license up to >250kg ≤2000kg neq renewal	£215.00	
4 year license up to >250kg ≤2000kg neq new application	£390.00	
4 year license up to >250kg ≤2000kg neq renewal	£277.00	
5 year license up to >250kg ≤2000kg neq new application	£441.00	
5 year license up to >250kg ≤2000kg neq renewal	£340.00	
varying name of licensee or address of site	£37.00	
transfer of licence / replacement of licence	£37.00	
Buy With Confidence Membership +VAT		

	2024/25	2024/25 Notes
Fee description		
0 - 5 employees application fee	£155.00	
0 - 5 employees membership pa	£285.00	
6 - 20 employees application fee	£215.00	
6 - 20 employees membership pa	£430.00	
21 - 50 employees application fee	£270.00	
21 - 50 employees membership pa	£570.00	
Additional premises fees pa	£90.00	
Additional trading style pa	£145.00	
Dorset legacy members 0 - 5 employees pa	£207.00	
Dorset legacy members 6 - 20 employees pa	£311.00	
Dorset legacy members 21 - 50 employees pa	£415.00	
Over 50 employees - POA bespoke rate		POA bespoke rate
Primary Authority VAT Exempt		
Hourly rate (stated) with a minimum 25 hour package	£65.05	
Other chargeable business support, training and advice +VAT		
Hourly rate	POA	Cost dependent on service requirements
Work for other Local Authorities	POA	Cost dependent on service requirements
Crematorium and Cemetery Fees		
Crematorium Fee for Person over 18 years old (including Medical Referees Fee, DeNOx, Digital Music System, Biodegradable Cremated Remains Container & Cremation Certificate)	£951.00	Cremation charge is Exempt (T1) from VAT, Medical Referees Fee is Outside Scope (T0) & Music System is Standard Rate (T9)
A baby or child under 18 years of age - no charge to family	£0.00	
Direct Cremation (including Medical Referees Fee, DeNOx, Digital Music System, Biodegradable Cremated Remains Container & Cremation Certificate)	£600.00	
Direct Cremation - Witnessed (including Medical Referees Fee, DeNOx, Digital Music System, Biodegradable Cremated Remains Container & Cremation Certificate)	£660.00	
Crematorium Memorial Service - use of crematorium chapel or additional time slot	£225.00	
Crematorium Fee - Bronzed Urn		Upon Request
Crematorium Fee - Wooden Casket		Upon Request
Cremated Remains - Retention at crematorium per month (after 1st month)	£40.00	
Assisted scattering of remains (Bereavement Services team member to assist & provide reading if required)	£33.00	
Cremated Remains - Scattering of (if not cremated at Weymouth Crematorium)	£57.00	
Cremated Remains - duplicate copy of cremation certificate	£27.00	
Weymouth Crematorium Burial Ground - Internment Fee for Cremated Remains	£211.00	
Weymouth Crematorium Burial Ground - Use of Crematorium Chapel for Burial Service	£225.00	
Exclusive Rights of Burial for 30 years for applicants living within Dorset Council Boundary (all cremated remains sections - including the right to erect a memorial)	£923.00	

Fee description	2024/25	2024/25 Notes
Exclusive Rights of Burial for 30 years for deceased living outside Dorset Council Boundary and applicants living outside Dorset Council Boundary (all cremated remains sections - including the right to erect a memorial)	£1,846.00	
Exclusive Rights of Burial Renewal for 25 years for applicants living within Dorset Council Boundary	£751.00	
Exclusive Rights of Burial Renewal for 25 years for applicants living outside Dorset Council Boundary	£1,502.00	
Transfer of EROB	£55.00	
Grave Deed Duplicate	£27.00	
Right to Erect a memorial (where permitted & of approved design - graves purchased before 1st June 2004)	£243.00	
Right to Erect a memorial - Approval for additional inscription or change of a design of memorial	£111.00	
Book of Remembrance - Entry Per Line 2, 5 or 8 lines	£50.00	
Book of Remembrance - Illustration at above entry (5 lines minimum)	£131.00	
Book of Remembrance - Memorial card (excluding inscription)	£13.00	
Book of Remembrance - Miniature Books (excluding inscription)	£45.00	
Book of Remembrance - Inscription in miniature book/memorial card Per Line (minimum of 2 lines)	£25.00	
Book of Remembrance - Illustration on card or miniature book	£131.00	
Leather Recordia Plaques for 5 years - Single Plaque	£233.00	
Leather Recordia Plaques for 5 years - Double Plaque	£316.00	
Leather Recordia Plaques for 5 years - Renewal after initial period (additional 5 years)	£125.00	
Memorial Vase & Tablet for 15 years - White marble vase with inscribed black granite tablet	£607.00	
Memorial Vase & Tablet for 15 years - White marble vase with inscribed black granite tablet - Renewal after initial period (for an additional 10 years)	£239.00	
Memorial Vase & Tablet for 15 years - York Stone vase with inscribed black granite tablet (Infant section)	£224.00	
Memorial Vase & Tablet for 15 years - York Stone vase with inscribed black granite tablet (Infant section) - Renewal after initial period (for an additional 10 years)	£101.00	
Memorial Rose/Tree/Shrub & Plaque including 5 years maintenance (maximum of 6 lines of 20 letters per line)	£399.00	
Memorial Rose/Tree/Shrub - Renewal after initial period (additional 5 years)	£202.00	
Memorial Rose/Tree/Shrub - Additional/Replacement Plaque	£60.00	
Bronze Plaques on Cloisters for 50 years - Inscribed (maximum of 100 letters)	£694.00	
Bronze Plaque - Repositioning of plaque	£109.00	
Stone Tablet on Memorial Wall for 50 years - Crown Stone Tablet inscribed (maximum of 66 letters)	£672.00	

	2024/25	2024/25 Notes
Fee description		
Stone Tablet on Memorial Wall - Black Polished Granite Tablet	£672.00	
Stone Tablet on Memorial Wall - Blank Tablet	£371.00	
Stone Tablet on Memorial Wall - Subsequent inscription (maximum of 66 letters)	£412.00	
Stone Tablet on Memorial Wall - Repositioning of tablet	£109.00	
Engraved Stone Boulders for 15 years - 4 lines of inscription on boulder	£751.00	
Engraved Stone Boulders for 15 years - 6 lines of inscription on boulder	£860.00	
Engraved Stone Boulders for 15 years - 8 lines of inscription on boulder	£1,001.00	
Memorial Benches for 10 years - Hardwood standard memorial bench, 5ft (including seat plaque)		
Memorial Benches - Additional 10 year period (only available after initial lease period)	£795.00	
Memorial Benches - Additional/Replacement Seat Plaque	£60.00	
Sanctum 2000 for 20 years - above ground vaults with first 80 engraved & gilded letter free	£2,242.00	
Sanctum 2000 for 20 years - above ground vaults extra engraving & gilding per letter	£4.00	
Registration Services		
Individual (or Family) Citizenship Ceremonies - Monday to Friday	£150.00	
Individual (or Family) Citizenship Ceremonies - Saturday	£308.00	
Approved premises licence fee - licence application	£1,333.00	
Approved premises licence fee - Renewal licence application	£1,333.00	
Approved premises licence fee - Review of decision*	£668.00	
Marriage or Civil Partnership Ceremony - Approved Venues - Monday to Friday	£596.00	
Marriage or Civil Partnership Ceremony - Approved Venues - Saturday	£662.00	
Marriage or Civil Partnership Ceremony - Approved Venues - Bank Holiday	£714.00	
Discretionary Ceremonies/Services - (Approved Premises)	£405.00	
Discretionary Ceremonies/Services - (other Venues)	£491.00	
Discretionary Ceremonies/Services - Ceremony Rehearsal	£138.00	
Discretionary Ceremonies/Services - Personal Ceremony Consultation	£138.00	
Marriage or Civil Partnership Ceremony - Dorchester Register Office (Provision of Witness)	£40.00	
Registration Service Ceremony Rooms - Bridport (Mountfield) - Weekday	£526.00	
Registration Service Ceremony Rooms - Bridport (Mountfield) - Weekend	£571.00	
Registration Service Ceremony Rooms - Ferndown (King George V Pavillion) - Weekday	£526.00	
Registration Service Ceremony Rooms - Ferndown (King George V Pavillion) - Weekend	£571.00	

	2024/25	2024/25 Notes
Fee description		
Registration Service Ceremony Rooms - Gillingham (The Town Hall) - Weekday	£651.00	
Registration Service Ceremony Rooms - Gillingham (The Town Hall) - Weekend	£696.00	
Registration Service Ceremony Rooms - Sherborne (Manor House) - Weekday	£604.00	
Registration Service Ceremony Rooms - Sherborne (Manor House) - Weekend	£689.00	
Registration Service Ceremony Rooms - Swanage (The Town Council) - Weekday	£693.00	
Registration Service Ceremony Rooms - Swanage (The Town Council) - Weekend	£741.00	
Registration Service Ceremony Rooms - Weymouth (New Town Hall) - Weekday	£615.00	
Registration Service Ceremony Rooms - Weymouth (New Town Hall) - Weekend	£660.00	
Marriage or Civil Partnership Fee per notice (all notice types)	£35.00	
Marriage or Civil Partnership Fee - additional fee for a housebound person notice	£47.00	
Marriage or Civil Partnership Fee - additional fee for a detained person notice	£68.00	
Marriage or Civil Partnership Fee - application to shorten the waiting period	£60.00	
Marriage or Civil Partnership Fee - Issue of a Registrar's General Licence	£15.00	
Marriage or Civil Partnership Fee - Consideration by the Superintendent Registrar of a divorce obtained outside of the British Isles	£50.00	
Marriage or Civil Partnership Fee - Consideration by the Registrar General of a divorce obtained outside of the British Isles	£75.00	
Marriage or Civil Partnership Ceremony - Dorchester Register Office (Monday to Friday)	£46.00	
Housebound Persons Residence - Attending a marriage	£165.00	
Housebound Persons Residence - Attending a civil partnership	£81.00	
Detained Persons Residence - Attending a marriage	£86.00	
Detained Persons Residence - Attending a civil partnership	£86.00	
Religious Building - Attending a marriage (Registrar)	£86.00	
Conversion of civil partnership to marriage in accordance with the standard procedure	£45.00	
Conversion of civil partnership to marriage in accordance with the procedure for housebound persons	£99.00	
Conversion of civil partnership to marriage in accordance with the procedure for detained persons	£117.00	
Conversion of civil partnership to marriage in accordance with the special procedure	£15.00	
The First Stage of the procedure for conversion of civil partnership, for conversion on secular premises	£27.00	
Conversion of civil partnership in accordance with the two stage procedure for conversion on religious premises - For the first stage of the procedure	£27.00	
Conversion of civil partnership in accordance with the two stage procedure for conversion on religious premises - For the second stage of the procedure	£91.00	
Certificate at time of marriage or civil partnership	£11.00	

	2024/25	2024/25 Notes
Fee description		
Birth, death, and marriage - full certificate at time of registration	£11.00	
Birth, death, and marriage - short birth certificates at time of registration	£11.00	
Birth, death, and marriage - full or short certificate from an archived register (standard service - within 15 working days)	£11.00	
Birth, death, and marriage - full or short certificate from an archived register (priority service - on or before next working day orders up to 3pm)	£35.00	
Civil partnership certificate (Extract or full) at time of registration	£11.00	
Civil partnership certificate (Extract or full) issued after the event	£11.00	
General Search in indexes in SR office (not exceeding 6 successive hours)	£18.00	
Certification for worship and registration for marriage - certification of a place of meeting for religious worship	£29.00	
Certification for worship and registration for marriage - Registration of a building for the solemnization of marriages	£123.00	
Certification for worship and registration for marriage - Registration of a building for the solemnization of marriages (building previously registered for the solemnization of marriage between a man & woman or same sex couple)	£64.00	
Harbours		
Marina Berthing - Westwey Road and North Quay.		
Unless otherwise stated, fees are based on per meter or part meter for Vessel LOA		
Annual rate: Plus 20% for multi-hull if taking up more than 1 berth Charity rate available on request. Minimum period applies	£426.00	
6 monthly rate 1 Apr - 30 Sept	£276.00	
Monthly: per month from 1 Apr - 30 Sept	£56.25	
Monthly: per month from 1 Oct- 31 March	£28.25	
Chain and sinker berth : vessels up to 3m: (DT3/4/5 Residents only)	£23.75	
Chain and sinker berth : vessels 3m and over: (max 6.5m) (DT3/4/5 Residents only)	£95.00	
PWC Dock per dock - annual rate, minimum 6 months	£1,760.00	
PWC Dock per dock - 6 monthly rate 1 Apr - 30 Sept	£1,145.00	
PWC Dock per dock - monthly rate 1 Apr - 30 Sept	£235.00	
PWC Dock per dock - monthly rate 1 Oct - 31 March	£117.50	new fee for 2024/25
PWC dock provided and fitted by berth holder per length of each dock Not available to new berth holders from 2022	£425.00	
Pontoon key fob: refundable deposit	£15.00	
Electricity smartcard refundable deposit	£5.00	

	2024/25	2024/25 Notes
Fee description		
Electricity smartcard standing charge per annum	£47.00	All charges for electricity are subject to rates charged by DC supplier and subject to change
Rate per unit	£0.38	All charges for electricity are subject to rates charged by DC supplier and subject to change
<u>Visiting Recreational Vessels, unless otherwise stated fees are based per meter, a part meter is rounded up to the nearest meter. Per 24 hours. Arrival or departure time 12:00 noon</u>		
Vessels up to 23m LOA: April - September	£4.00	
Vessels up to 23m LOA: October - March	£3.05	
Vessels over 23m: standard rate for up to 23m, each meter over 23m. April - Sept	£8.00	
Vessels over 23m: standard rate for up to 23m, each meter over 23m. October - March	£6.10	
Charity rate April - September	£3.20	
Charity rate October - March	£2.40	
Short Stay for fuelling only	£6.00	new fee for 2024/25
Short Stay for vessels up to 8m (up to 2 hours only)	£8.00	new fee for 2024/25
Short Stay for vessels up to 8-10m (up to 2 hours only)	£10.50	new fee for 2024/25
Short Stay for vessels over 12m (up to 2 hours only)	£12.50	new fee for 2024/25
Short Stay for commercial vessels (up to 2 hours only)	£15.00	new fee for 2024/25
Vessels embarking and disembarking passengers. Per passenger minimum price of 6 passengers	£1.10	new fee for 2024/25
Plug-in charge for electricity for up to 24 hours 16 amp supply	£3.30	all charges for electricity are subject to rates charged by DC supplier and subject to change
Use of electricity 32 amp supply rate per unit on metered supply	£0.38	added 2024/25 All charges for electricity are subject to rates charged by DC supplier and subject to change
Use of electricity 64 amp supply rate per unit on metered supply	£0.38	added 2024/25 all charges for electricity are subject to rates charged by DC supplier and subject to change
<u>Launching Fees and Permits</u>		
Slipway: Launch and recover per day	£14.75	
Slipway: Launch and recover per day, arrival after 2.30pm	£11.50	
Slipway: Annual permit 1 April - 31 March	£192.00	
Parking of car, trailer and slipway launch per day	£25.00	
Parking of car, trailer and slipway launch after 2:30pm	£20.00	
Parking of car, trailer and slipway launch - annual. 1 April - 31 March	£315.00	

	2024/25	2024/25 Notes
Fee description		
Permit for motorised water sports - daily	£12.50	
Permit for motorised water sports - annual 1 April - 31 March	£160.00	
Permit for motorised water sports - Annual 1 April - 31 March RYA PWC certificate holder or equivalent	£142.00	
Unauthorised use of slipway, penalty charge	£110.00	
Winter Berthing - Marina and Outer Harbour		
Marina berths per metre; a part of a metre is rounded up to the nearest metre. Monthly rate 1 Oct- 31 March	£28.50	
Outer harbour per metre; a part of a metre is rounded up to the nearest metre. Monthly rate 1 Oct- 31 March	£23.25	
Electricity standing charge per month	£4.00	added 2024/25 now matches annual charge pro rata
Electricity: deposit for loan of a metered cable	£50.00	
Rate per unit (subject to change if supply price changes)	£0.38	All charges for electricity are subject to rates charged by DC supplier and subject to change
Commercial Berthing: for licensed commercial/registered fishing vessels		
Annual commercial berths - quayside location: Commercial Road, Custom House Quay, Trinity Road berths, North Quay Floating pontoons. Annual rate, minimum period 6 months. Owners leaving before the end of the agreement year will be charged £30 administration fee	£162.76	
Visiting commercial /registered fishing vessels under 15 gross tonne. Per 24 hours	£3.60	
Visiting commercial /registered fishing vessels under 15-100 gross tonne. Per 24 hours	£3.00	
Visiting commercial /registered fishing vessels over 100 and under 500 gross tonne. Per gross tonne, per 24 hours	£0.45	
Visiting commercial /registered fishing vessels over 500 gross tonne. Per gross tonne, per 24 hours	£0.40	
Visiting commercial / registered fishing vessels will be charged 20% surcharge when using the fish landing quay for loading and unloading		20% surcharge on berthing fees
Clear up gear and cleaning of fish landing quay when in breach of conditions of use; recharge of labour costs per hour	£75.00	added for 2024/25
Disposal of abandoned gear left on any pontoon, dock or quayside; all associated costs for disposal including labour and skips		added for 2024/25 Charge includes all associated costs for disposal, including labour and skips
Commercial Area/ Use of Berth 1		
Hire of forklift and driver. Per hour; part of an hour will be rounded up. Minimum charge 1 hour	£92.50	
Hire of vessel and skipper . Per hour; part of an hour will be rounded up. Minimum charge 1 hour	£92.50	
Commercial area for contracted lift out	£155.00	
Use of Commercial area approved work. Per 24 hours	£155.00	

	2024/25	2024/25 Notes
Fee description		
Fishing gear storage at commercial area per 6 pallet compound per year	£151.20	added for 2024/25
Fishing gear storage at commercial area per 12 pallet compound per year	£302.40	added for 2024/25
Licencing		
Watermans licence / passenger vessel licence / licence to hire: Initial licence	£86.00	added for 2024/25
Watermans licence / passenger vessel licence / licence to hire: Annual renewal	£33.86	added for 2024/25
Pilotage: Vessels Navigating in Weymouth CHA Pilotage District		
From Seaward limits of district to Weymouth Harbour or vice-versa		
Per Act of Pilotage	£146.74	
	Plus 7.55p	Pre GRT
Subject to a minimum charge	£169.31	
Pilot boat and landing Charges		40% of pilotage fee
Vessels that fail to meet their reported ETA or ETD or fail to give sufficient notice may be liable to penalty payment of		25% of pilotage fee
Vessels navigating within Weymouth CHA Pilotage District with a valid exemption certificate. Proportion of Pilotage Dues including Boat and Landing Charges	20%	
Subject to a minimum charge	£95.00	
Use of Pilot Boat within Licensed Area, per hour or part hour	£200.00	
Pilotage Exemption Certificates (PEC)		
Issue of PEC by examination	£320.00	
Re-examination for a PEC	£96.75	
Annual renewal of PEC	£96.75	
Wharfage and Cargo Handling Charges payable in respect of Goods and other items shipped, unshipped or transhipped in the Harbour		
Mooring gang: unmooring included in mooring except call back after lying over - 50% of fee		
Vessels up to 1000 GT/GRT	£96.00	
Vessels over 1000 GT/GRT	£193.50	
Midnight to 6am	Plus 100%	
Misc.		
Boat on trailer storage per metre per week	£14.50	
Provision and recovery or beach bouyed channels	£156.00	
Arrest of vessels	£150.00	
Stand pipe refundable deposit	£105.00	
Stand pipe hire per week	£62.00	

	2024/25	2024/25 Notes
Fee description		
Port waste charge		
Cargo and other vessels per visit or week	£91.00	
Sail Training vessels per visit or week	£29.00	
Vessels embarking and disembarking passengers. Per passenger minimum price of 6 passengers	£1.10	
Hire of gangway		
Per day	£75.25	
Per week	£268.75	
Re charge of labour per hour, enhanced rates apply out of hours	£75.00	
Oil Spillage Response		
Inflatable boom, per metre, per day	£6.45	
Lamor foam filled boom (25m), per day	£170.00	
Absorbent boom (12m), per unit deployed	£135.50	
Vessel and two operators, per hour or part of hour	£142.00	
15kg Anchor, per day	£11.50	
30kg Anchor, per day	£22.50	
Use of Boat Compound and other Landing Areas.		
Placing of boats shore for:		
Storage, painting and / or repair per metre or part metre per week	£6.20	
Boat on trailer storage per metre per week	£14.50	
Contracted lift out	£155.00	
Use of emergency lift out area after 4 weeks without permission, per metre or part metre	£30.10	
Use of Inner Harbour Grid		
Use of grid per day	£59.00	
Use of grid per day if not prebooked & prepaid	£125.00	
Refundable deposit for electricity cable and key	£10.00	
Refundable deposit for water hose	£10.00	
Events and support		
Events: Hire of quayside display area - no 4 berth. Single event up to 72 hours or by negotiation	£625.00	
Events: Hire of quayside display area - cargo stage. Single event up to 72 hours or by negotiation	£920.00	
Events: electricity, water and other services		as metered
Provision or recovery of beach buoyed channels. Per occasion or by negotiation	£150.00	
Weymouth Town Council charges: Support for bay fireworks. 2 x crew and vessel loading in commercial area per event	£375.00	
Weymouth Town Council charges: Swim raft deployment	£750.00	

	2024/25	2024/25 Notes
Fee description		
Weymouth Town Council charges: Swim raft storage and maintenance	£750.00	
Moorings per metre		
Standard	£101.00	
Note: This may be extended outside of the summer season at the discretion of the Harbour Master at £15.50 per month per metre	£16.30	
Commercial (April to March)	£101.00	
Temporary (April to September) (Per Metre Per Month)	£26.00	
Tender Outhaul (Per Metre)	£92.50	
Tender Rack (Per Space)	£93.50	
Storage per metre		
Weekly	£47.00	
Annually	£126.00	
Summer:	£110.00	
Trailers - Bridport	£110.00	
Kayaks (Includes Licence) - Both Harbours	£93.50	
Kayaks (Monthly Charge)	£22.50	
Winter	£72.00	
Sailing Club Members Per Boat Per Season Summer/Winter	£100.00	
Sea School Per Boat Per Season Summer/Winter	£115.50	
Commercial visiting craft fees		
Registered Fishing Vessels - Overnight	£47.00	
Landing Catch - Per Landing	£47.00	
Launching fees - All sizes		
Day Launch for Motorised Vessels	£20.50	
Day Launch for Sailing/Non- Motorised Vessels	£11.50	
Day Launch for Sailing/Non-Motorised Vessels Approved Sailing/Sea School Club Members	£7.00	
Launch & Moor (2 Days + 1 Night)	£53.00	
Additional Day & Night	£32.50	
Season Ticket Holders - 1 Night Temp Mooring	£12.00	
Mooring Holders - 1 Night Temp Mooring	£12.00	
Slipway Launch Season Tickets		
General Public Season Ticket	£205.00	
Season Ticket for Sailing/Non Motorised Vessels	£115.50	

	2024/25	2024/25 Notes
Fee description		
Season Ticket for Sailing/Non-Motorised Vessels Approved Sailing Club Members	£70.00	
Season Ticket for Approved Gig Club members (GIG)	£164.00	
Season Ticket for Approved LRPBC Members (For Use at Lyme Regis Only)	£164.00	
Season Ticket for Sailing/Non Motorised Vessel for Approved Sea School Members	£35.00	
Private visiting craft fees		
<u>Overnight:</u>		
Up to 10 meters	£23.50	
10-15 metres	£30.50	
15-20 metres	£36.00	
20+ metres	£42.00	
Outside buoy to include one return water Taxi lift ashore if required	£12.00	
Day Rate (6 hours maximum stay)	£12.00	
Miscellaneous		
Boat Pressure Washer by Harbour Staff (per metre)	£7.00	
Boat Lift in or out of Harbour	£189.00	
Assistance by Harbour Vehicles/Staff:		
15 minutes	£30.00	
30 minutes	£53.00	
45 minutes	£75.00	
1 hour	£98.00	
Assistance by Harbour Staff (Per Hour)	£56.00	
Mechanical and Marine Services (Per Hour)	£56.00	
Quayside Parking for Launch Vehicles (& Harbour Users at Lyme Regis)	£15.00	
Quayside Parking for Commercial Fishermen (Bridport Harbour Only)	£338.00	
Allocated Parking for Commercial Fishermen (Lyme Regis Harbour Only)	£524.50	
Admin Charge	£33.00	
Waiting List Admin Charge	£33.00	
Removal of Gear to Storage	£93.50	
Commercial Mooring Transfer Fee	£1,075.00	
Ply for Hire Licence: Tripping Boat	£208.00	
Trading around the Harbour Licence:		

	2024/25	2024/25 Notes
Fee description		
Per Season	£1,061.50	
Per Week	£57.00	
Commercial passenger craft landing fees		
Per Passenger	£0.77	
Commercial visiting vessels alongside		
Up to 100 tonnes (per day)	£90.50	
Up to 500 tonnes (per day)	£212.00	
Over 500 tonnes		By agreement
Sewerage Services		
Sewerage Services Fees - Cost of sewerage treatment provision (Band 1 property type)	£324.00	Band 1
Sewerage Services Fees - Cost of sewerage treatment provision (Band 2 property type)	£238.00	Band 2
Flood Risk Management		
Land drainage consent under the Flood and Water Management Act	£52.50	Per application (legislation - Water Management Act)
Pre-planning application advice for surface water (strategic development)	£231.00	Site screening
	£577.50	Written advice
	£866.25	Meeting & written advice
Subsequent advice on Amendments	£231.00	Written
	£462.00	Meeting & written
Pre-planning application advice for surface water (major development)	£115.50	Site screening
Pre-planning application advice for surface water (major development)	£288.75	Written advice
Pre-planning application advice for surface water (major development)	£577.50	Meeting & written advice
Subsequent advice on Amendments	£115.50	Written
Subsequent advice on Amendments	£346.50	Meeting & written

Full Council 13 February 2024 Pay Policy Statement 2024/25

For Recommendation to Council

Portfolio Holder: Cllr J Haynes, Corporate Development and Transformation

Local Councillor(s): All Councillors

Executive Director: M Prosser, Chief Executive

Report Author: Natalie Adam
Job Title: HR Service Manager – Centre of Excellence
Tel: 01305 224695
Email: hradvisoryservice@dorsetcouncil.gov.uk

Report Status: Public

Brief Summary:

As required by the Localism Act 2011, the attached report sets out the Pay Policy Statement for Dorset Council for the financial year 2024/25.

The Act places a requirement on local authorities to produce a statement on an annual basis, setting out their policies on the remuneration of their Chief Officers, and the relationship between the remuneration of its Chief Officers and non-Chief Officers.

Recommendation:

It is recommended that the Full Council:

- (i) Note the provisions of the Localism Act and content of the Pay Policy Statement for the 2024/25 financial year.
- (ii) Approve the Pay Policy Statement for 2024/25.

Reason for Recommendation:

The Full Council is responsible for approval of the annual pay policy statement.

1. Introduction

- 1.1 The Localism Act, Part 1, Chapter 8 under the heading 'Pay Accountability' places a requirement on local authorities to produce and publish a Pay Policy Statement on an annual basis.
- 1.2 This report sets out the main requirements of the Localism Act and details the scope of the Council's Pay Policy Statement for the financial year 2024/25.

2. Pay Policy Statement 2024/25

- 2.1 The Pay Policy Statement for 2024/25 is attached at Appendix 1 setting out Council policies for the financial year relating to:
 - a. the remuneration of its Chief Officers,
 - b. the remuneration of its lowest paid employees, and
 - c. the relationship between the remuneration of its Chief Officers and the remuneration of its employees who are not Chief Officers.
- 2.2 The Pay Policy Statement refers to overview tables setting out the general policies relating to the remuneration of the Council's Chief Officers.
- 2.3 The Pay Policy Statement also provides clear details of the Council's partnership arrangements which are in place and work towards improving efficiency in local government. The Council currently has a jointly funded partnership arrangement for Public Health.

3. Requirements of the Localism Act

- 3.1 In preparing the Pay Policy Statement for the 2024/25 financial year, it is recommended that the Full Council note the following in respect of the Act's requirements.
- 3.2 Chief Officers
 - (a) The Act defines Chief Officers by reference to various sections of the Local Government and Housing Act 1989. For the purposes of this Pay Policy Statement and in terms of the Council's structures, the definition of Chief Officers incorporates the Chief Executive, Executive Directors (includes Section 151 Officer, Director of Children's Services and Director of Adult Social Services), Director of Legal and Democratic (Monitoring Officer), Corporate Directors, Director of Public Health, Deputy Director of Public Health and Consultants in Public Health.
 - (b) The details for Chief Officers (Appendix 1) reflects the position as at 1 January 2024 and, in respect of the partnership arrangements, indicates Dorset Council's contribution to the remuneration packages. There is currently only one partnership arrangement where Dorset Council is the host employer and that is for Public Health Dorset, in partnership with

BCP Council (Bournemouth, Christchurch & Poole). Dorset Council contributes 52%.

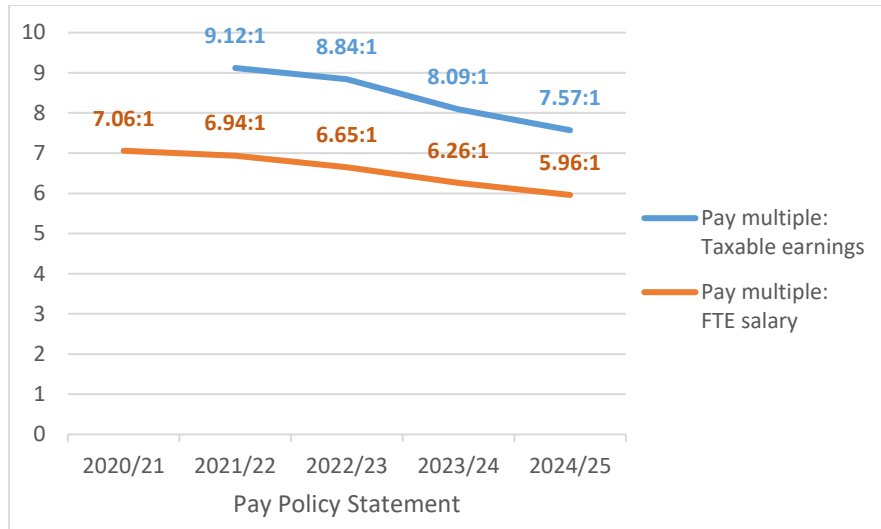
- (c) The Council also engages via contracts for service through third party organisations, which have been assessed as IR35 compliant (and fall outside of the IR35 legislation).

3.3 Definition of Lowest Paid Employees

- (a) The Council has defined its lowest paid employees as those on the lowest Green Book spinal column point.
- (b) For both Chief Officers and the lowest paid employees, the Council adopts all relevant national agreements and the associated national pay bargaining arrangements. As a result, any pay awards negotiated by the National Joint Council and Joint National Council will be contained within the Appendix as required.

3.4 Relationship between Chief Officers and non-Chief Officers

- (a) The relationship between Chief Officer remuneration and non-Chief Officer remuneration is normally calculated as the ratio between the highest paid officer's earnings and the median earnings of employees.
- (b) In calculating the pay multiple based on total taxable earnings for the 2022/23 tax year (including benefits in kind and elements such as pension contributions) the ratio of the Chief Executive's earnings to the median earnings of employees was 7.57:1. This is slightly lower (an improved position) than the 2021/22 tax year which was 8.09:1.
- (c) In calculating the pay multiple based on FTE salaries (excluding allowances and enhancements) as at 1 January 2024, the ratio of the Chief Executive's salary to the median FTE salary of employees was 5.96:1. This is slightly lower (an improved position) than last year which was 6.26:1.
- (d) The 2023/24 pay award (an increase of £1,925 up to spinal column point (SCP) 43 and 3.88% increase from SCP 44 onwards) increased the lowest SCP by just over 9.4% compared with the increase for the highest earner of 3.5%. This, combined with the deletion of SCP 1 on 1 April 2023 (which was agreed as part of the 2022/23 pay award), would have contributed to the reduction in the two pay multiples at 3.4 (b) and 3.4 (c) above.
- (e) The chart below shows the ongoing trends for the two pay multiples since the 2020/21 pay policy statement.



4. **Next Steps**

- 4.1 Once agreed, and in advance of 31 March 2024, the Pay Policy Statement will be published on the Council’s website.
- 4.2 Prior to its publication, Privacy Notices will be issued to each of the Chief Officers detailed in the Schedule (at Appendix 1).

5. **Financial Implications**

- 5.1 None arising directly from the Pay Policy Statement.

6. **Natural Environment, Climate & Ecology Implications**

- 6.1 None arising directly from this report.

7. **Well-being and Health Implications**

- 7.1 None arising directly from this report.

8. **Other Implications**

- 8.1 None arising directly from this report.

9. **Risk Assessment**

- 9.1 **HAVING CONSIDERED:** the risks associated with this decision, the level of risk has been identified as:

Current Risk: LOW
Residual Risk: LOW

10. **Equalities Impact Assessment**

- 10.1 The Localism Act was subject to consideration in terms of compatibility with the European Convention on Human Rights and contains a statement by the then Secretary of State that the provisions are compatible with equalities legislation. The Pay Policy Statement is now part of a wider transparency and equality framework alongside gender pay gap reporting requirements.

11. **Appendices**

- 11.1 Appendix 1: Pay Policy Statement (which includes the Schedule of Chief Officers Remuneration and Overview Table of Policies Relating to Remuneration for the Chief Officers)

12. **Background Papers**

- 12.1 None.

13. **Report Sign Off**

- 13.1 This report has been through the internal report clearance process and has been signed off by the Director for Legal and Democratic (Monitoring Officer), the Executive Director for Corporate Development (Section 151 Officer) and the appropriate Portfolio Holder.

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DORSET COUNCIL PAY POLICY STATEMENT 2024/25

1. Purpose

- 1.1 Dorset Council (DC) is a Unitary Authority which covers most of the county of Dorset.
- 1.2 This Pay Policy Statement is required under Part 1, Chapter 8 'Pay Accountability' of the Localism Act 2011 and as such does not form part of an employee's contract of employment and does not create any contractual rights.
- 1.3 The Pay Policy Statement has been approved by resolution of the Full Council.
- 1.4 The Pay Policy Statement, along with appendices, is published on the Council's Website – www.dorsetcouncil.gov.uk.
- 1.5 A glossary of terms used in the Pay Policy Statement can be found at the end of the document.
- 1.6 In addition to the Pay Policy Statement, the Council publishes an annual Financial Statement which includes details of the remuneration of senior staff and exit packages and termination payments.

2. Context of Dorset Council

- 2.1 The Council employs 4720 staff and provides a wide range of services managed through the Chief Executive's services and five Directorates:
- 2.2 The Chief Executive is the lead adviser to elected members and the head of paid service.
- 2.3 Corporate Services includes Assurance; Communications & Engagement; Customer & Cultural Services; Democratic & Electoral Services; Finance & Commercial; Human Resources; ICT Operations; Legal Services; Transform, Innovate, Digital & Climate.
- 2.4 People – Adults includes Housing; Adult Social Care; Commissioning.
- 2.5 People – Children's includes Commissioning & Partnerships; Quality Assurance & Safeguarding Families; Education & Learning Services; Care & Protection.
- 2.6 Place includes Economic Growth & Infrastructure (Planning, Highways, Dorset Travel); Place based services (Environment & Wellbeing, Community & Public Protection, Waste Operations, Waste Commercial & Strategy); Assets & Regeneration.
- 2.7 Public Health provides Public Health services in Dorset – see 3.4 below.

3. Partnership arrangements

- 3.1 By working together with other public sector organisations, the Council can provide high quality services more efficiently and cost effectively resulting in the better use of resources.
- 3.2 Meaningful and productive partnerships are established from time to time which provides joint funding for services, with each partner contributing an agreed percentage towards costs, including remuneration.
- 3.3 The Council currently has jointly funded partnership arrangements for Public Health.
- 3.4 The following provides details of Dorset Council's estimated contribution to the remuneration package (*this is subject to formal board sign off). These percentages are subject to periodic review.

Partnership	DC Contribution to remuneration package
Public Health Dorset Council is the host employer and provides Public Health services for Dorset in partnership with BCP Council (Bournemouth, Christchurch & Poole).	52%* *Proposed but not yet agreed for 2024/25

4. Contracts for Service Arrangements

- 4.1 In addition the Council may, in exceptional circumstances, engage non-specific individuals via a contract for services through third party organisations. This allows the Council to engage under a contract for service for a specific project or in specialised areas where there is no ongoing requirement for a specific role within the Council. These contracts for service have been assessed as IR35 compliant (and fall outside of the IR35 legislation).

5. Requirements of the Localism Act

- 5.1 In accordance with the Localism Act, the Pay Policy Statement outlines the Council's policies relating to:
- The remuneration of its Chief Officers
 - The remuneration of its lowest-paid employees, and
 - The relationship between the remuneration of its Chief Officers and the remuneration of its employees who are not Chief Officers.
- 5.2 The Pay Policy Statement applies to Dorset Council employees excluding schools. This is in line with the Secretary of State's "Openness and Accountability in Local Pay: Guidance under section 40 of the Localism Act" (February 2012) and Supplementary Guidance (February 2013).
- 5.3 Although the Council is the ultimate employer for employees in some Dorset schools, each school has a separate Pay Policy with a reporting line to the Governing Body and it is the school that ultimately determines the terms and conditions for its employees.

- 5.4 The Pay Policy Statement excludes Apprentices engaged on contracts for training.
- 5.5 The Pay Policy Statement reflects the terms and conditions offered by Dorset Council. As a result of the creation of Dorset Council on 1 April 2019, there are a number of Dorset Council employees on various TUPE protected terms and conditions. As these are TUPE protected terms and conditions, they are not covered in the Pay Policy Statement. Any new appointments to Dorset Council roles will be offered on Dorset Council terms as detailed in this Pay Policy Statement.

6. Remuneration of Chief Officers

- 6.1 The Localism Act defines Chief Officers by reference to various sections of the Local Government and Housing Act 1989. For the purposes of this Pay Policy Statement and in terms of the Council's structures, the definition of Chief Officers incorporates the Chief Executive, Executive Directors (includes Section 151 Officer, Director of Children's Services and Director of Adult Social Services), Director of Legal and Democratic (Monitoring Officer), Corporate Directors, Director of Public Health, Deputy Director of Public Health and Consultants in Public Health.
- 6.2 Chief Officers are employed under the Joint Negotiating Committee (JNC) for Chief Executives of Local Authorities or the JNC for Chief Officers of Local Authorities.
- 6.3 A schedule of Chief Officers' post specific remuneration is contained at Appendix A1, which details:
- Position Title
 - Overview Table Category (Appendix A2)
 - Terms and Conditions of Service
 - FTE Salary Range
 - Grade
 - Number of Posts
- 6.4 Overview Tables detailing terms and conditions have been produced. Appendix A2 details those policies relating to remuneration which are not post specific and refers to Chief Officers.
- 6.5 The Chief Executive is the appointed Returning Officer and receives a fee for running local, Police and Crime Commissioner and Parliamentary Elections. This role is separate from that of Chief Executive and carries with it personal accountabilities. The fee for undertaking this role varies from year to year and is not subject to this policy and therefore not included in the overview tables.
- 6.6 The salary ranges for Dorset Council chief officers are approved by the Full Council. Other salary ranges for non-chief officers are either approved by the Chief Executive as part of delegated powers or are set as part of national terms and conditions of employment.

7. Remuneration of Lowest Paid Employees

- 7.1 The Localism Act requires the Pay Policy Statement to define the Lowest Paid Employees. The Local Government Association, Localism Act: Pay Policy Statements Guidance for Local Authority Chief Executives” (November 2011) suggests that the simplest and most easily understood definition of lowest paid employees might be those employees on the lowest pay point in use by the authority.
- 7.2 In line with the above, DC define this as those employed on the minimum of Grade 1 (NJC Green Book terms and conditions of service).
- 7.3 Roles at this grade may include:
- Catering/Facilities Assistant
 - General Assistant
 - School Crossing Patrol
- 7.4 The salary scale for Dorset Grade 1 is £22,366 per annum (FTE).

8. Overview Tables

- 8.1 Appendix A2 details the policies relating to the remuneration of Chief Officers. It should be noted that the tables reflect only those key elements of each policy relating to remuneration.
- 8.2 For the purposes of the Overview Tables, terms and conditions groups have been structured under the following headings:
- Chief Officer: Chief Executive, Executive Directors and Director of Public Health
 - Chief Officer: Corporate Directors, Director of Legal and Democratic (Monitoring Officer), Deputy Director of Public Health and Consultants in Public Health
- 8.3 The policies relating to remuneration details shown in Appendix A2 have been grouped under 5 main headings that mirror the requirement of the Localism Act 2011:
- Elements of Remuneration
 - Remuneration on Recruitment
 - Increases and Additions to Remuneration
 - Performance Related Pay
 - Payments on Ceasing to Hold Office
- 8.4 Elements of Remuneration
- The Council applies a number of elements that could form the total remuneration package for Chief Officers. Details of these can be found under the following headings within the Overview Tables:
- Basic Salary Range
 - Weekend Working
 - Night Enhancement
 - Standby Allowance
 - Standby Callout
 - Overtime

Appendix 1 Pay Policy Statement 2024/25

- Public Holiday Enhancement
- Sleeping In Allowance
- First Aid Allowance
- Retainer Payments

In addition to the above elements, there may be occasions when the Council makes payments that are considered to be a benefit in kind. The following should not be considered an exhaustive list, but provides a flavour of the types of benefits in kind that may be payable to employees and regarded as taxable by HMRC when certain circumstances dictate:

- Relocation/Removal Expenses over £8,000
- Relocation Mileage (in cases of forced change of centre of duty)

8.5 Remuneration on Recruitment

Details of the Council's policy on remuneration on appointment can be found in the Overview Tables under the following headings:

- Starting Salaries
- Recruitment and Retention Payments
- Market Forces Premium
- Relocation Scheme

8.6 Increases and Additions to Remuneration

In certain circumstances, the Council may apply increases/additions to remuneration. Details of these can be found under the following headings within the Overview Tables:

- Payments for Additional Duties
- Cost of Living Pay Increases
- Salary Protection

8.7 Performance Related Pay

The Council does not make bonus payments, unless they form part of the TUPE protected provisions. Some elements of pay are performance related. Details of the following performance related elements of pay, and how they are applied, can be found within the Overview Tables:

- Incremental/Scale Progression
- Merit Increments

8.8 Payments on Ceasing to Hold Office

The Council applies a number of payments/provisions in the event of an employee ceasing to hold office. An outline of the following payments can be found within the Overview Tables:

- Notice Period
- Redundancy Provisions

9. Relationship between Chief Officer and Non-Chief Officer

- 9.1 The Localism Act requires the Council to set out the relationship between the remuneration of its Chief Officers and the remuneration of its employees who are not Chief Officers. In determining the relationship, regard has been given to Hutton's Review of Fair Pay in the Public Sector (Final report dated March 2011), the Secretary of State's guidance and Local Government Association (LGA) guidance. These reference sources define the relationship in terms of a pay multiple calculation.
- 9.2 In line with the above reports and guidance documentation, pay multiples have been calculated as the ratio between the Chief Executive's earnings and the median average earnings of employees.
- 9.3 The LGA guidance indicates that the pay multiple could be calculated based upon total taxable earnings or FTE salaries. For the purpose of this statement the Council provides both.
- 9.4 In calculating the pay multiple based on total taxable earnings for the 2022/23 tax year (including benefits in kind and elements such as pension contributions*) the ratio of the Chief Executive's earnings to the median earnings of employees was 7.57:1. This is slightly lower (an improved position) than the previous year which was 8.09:1.
- 9.5 In calculating the pay multiple based on FTE salaries (excluding allowances and enhancements*) as at 1 January 2024 the ratio of the Chief Executive's salary to the median FTE salary of employees was 5.96:1. This is slightly lower (an improved position) than last year which was 6.26:1.
- 9.6 The pay multiple for the previously published Pay Policies are as follows:

Financial year Pay Policy Statement	Pay multiple Taxable earnings	Pay multiple FTE salary
2020/21	Not applicable (as first year of the new Council)	7.06:1
2021/22	9.12:1	6.94:1
2022/23	8.84:1	6.65:1**
2023/24	8.09:1	6.26:1
2024/25	7.57:1	5.96:1

* Excluding school employees and apprentices

** The 2022 FTE salary pay multiple has been updated (from the figure that was published in the 2022/23 Pay Policy Statement) to take account of the 2021/22 pay award which was implemented after the 2022/23 Pay Policy Statement was published.

10. Conclusion

- 10.1 These documents are considered to be an accurate reflection at the time of publishing.

Glossary of terms

Basic Pay is the core element of salary payable before enhancements or additions.

Directorate/service is the name given to one of the main departments/divisions of the Council. Dorset Council has the following directorates/services: Corporate; People – Adults; People – Children's; Place; Public Health.

DC – Dorset Council.

Elected Members are Councillors elected through local elections to represent their communities in local government.

FTE is Full Time Equivalent. For the Council this is 37 hours per week.

Green Book is the name given to the document containing the National Agreements on pay and conditions of service for Local Government Services. This agreement includes the full, current details of the National Joint Council (NJC) for Local Government Services. Known as the Single Status Agreement, the Green Book covers the pay and conditions for a range of local authority employees.

HMRC – His Majesty's Revenue and Customs.

Incremental Progression is the process of moving up through a salary scale range.

Joint Negotiating Committee (JNC) is the body which sets the national framework used to pay certain groups of employees. The function of the JNC is to negotiate with Trade Unions on nationally determined terms and conditions of service and any yearly cost of living pay increase.

Median is found by arranging all values in order from the lowest to the highest and selecting the middle value.

National Joint Council (NJC) – refer to JNC above.

Spinal Column Point (Pay Point) is the name given to a particular point on a salary range/grade.

Unitary Authority is Dorset Council which is a district council also with county council functions and delivering the full range of local authority services.

Appendix A1 – Schedule of Chief Officer Remuneration					
Position Title	Overview Table Category (Appendix A2)	Terms and Conditions of Service	FTE Salary Range £ per annum	Grade	Number of Posts
Chief Executive	Chief Officer (JNC Terms and Conditions)	JNC for Chief Executives of Local Authorities	£180,565	Chief Executive	1
Executive Directors and Director of Public Health	Chief Officer (JNC Terms and Conditions)	JNC for Chief Officers of Local Authorities	£134,112 to £150,628* *Post holders are appointed on a spot salary which periodically may be subject to change within the salary range	Executive Director	5 (includes Section 151 Officer, Director of Children's Services and Director of Adult Social Services)
Corporate Directors, Director of Legal and Democratic (Monitoring Officer), Deputy Director of Public Health and Consultants in Public Health	Chief Officer (JNC Terms and Conditions)	JNC for Chief Officers of Local Authorities	£95,577 to £123,103* *Post holders are appointed on a spot salary which periodically may be subject to change within the salary range	Corporate Director	19 (includes Monitoring Officer)

Appendix A2 - Overview Table of Policies Relating to Remuneration for the Chief Officers	
Chief Officer	Chief Officers
Chief Executive, Executive Directors and Director of Public Health (JNC Terms and Conditions)	Corporate Directors, Director of Legal and Democratic (Monitoring Officer), Deputy Director of Public Health and Consultants in Public Health (JNC Terms and Conditions)
Elements of Remuneration	
Basic Salary Range	See Appendix A1
Weekend Working	Not applicable. The full time working week for this post is 37 hours. However due to the nature and seniority of the post there is a requirement to work longer hours as necessary. No additional payment/enhancement for any hours worked in excess of 37 hours per week or hours undertaken outside of normal office hours are applicable.
Night Enhancement	Not applicable. The full time working week for this post is 37 hours. However due to the nature and seniority of the post there is a requirement to work longer hours as necessary. No additional payment/enhancement for any hours worked in excess of 37 hours per week or hours undertaken outside of normal office hours are applicable.
Standby Allowance	Not applicable. The full time working week for this post is 37 hours. However due to the nature and seniority of the post there is a requirement to work longer hours as necessary. No additional payment/enhancement for any hours worked in excess of 37 hours per week or hours undertaken outside of normal office hours are applicable.
Standby Callout	Not applicable. The full time working week for this post is 37 hours. However due to the nature and seniority of the post there is a requirement to work longer hours as necessary. No additional payment/enhancement for any hours worked in excess of 37 hours per week or hours undertaken outside of normal office hours are applicable.
Overtime	Not applicable. The full time working week for this post is 37 hours. However due to the nature and seniority of the posts there is a requirement to work longer hours as necessary. No additional payment/enhancement for any hours worked in excess of 37 hours are applicable.
Public Holiday Enhancements	Not applicable. The full time working week for this post is 37 hours. However due to the nature and seniority of the post there is a requirement to work longer hours as necessary. No additional payment/enhancement for any hours worked in excess of 37 hours per week or hours undertaken outside of normal office hours are applicable.
Sleeping In	Not applicable.
First Aid Allowance	A designated first aider (appointed person) for a place of work is paid a first aid allowance of £25.14 per month (pro rata for part time employees).
Retainer Payment	Not applicable

Remuneration on Recruitment	
Starting Salaries	<p>The Chief Executive, Executive Directors and Director of Public Health are appointed on a fixed spot salary.</p> <p>Corporate Directors, Director of Legal and Democratic (Monitoring Officer), Deputy Director of Public Health and Consultants in Public Health are appointed on a fixed spot salary from within the salary range for the role subject to the following criteria:</p> <ul style="list-style-type: none"> - the individual's knowledge, skills, experience and qualifications relating to the requirements of the role; - performance/capability as evidenced during the recruitment process; - existing market forces; - consideration of existing employees performing the same role as matched against the above criteria.
Recruitment and Retention Payments	<p>Market Forces Premium – a market forces premium of up to £15,000 can be applied on a case by case basis where there is specific evidence of a difficulty to recruit or retain employees in Chief Officer roles (this applies to the posts of Chief Executive, Executive Directors, Director of Legal and Democratic (Monitoring Officer), Corporate Directors, Director of Public Health, Deputy Director of Public Health and Consultants in Public Health) and where there is clear evidence of salaries being offered by other local authorities above the current pay ranges for Chief Officers in Dorset Council. Any recommendation to apply a market forces premium will be made in consultation with the Head of Paid Service by the relevant Portfolio Holder and approved by the Portfolio Holder for Corporate Development & Transformation and the Leader of the Council. In the case of the Head of Paid Service, any decision to apply a market forces premium will be made by the Portfolio Holder for Corporate Development & Transformation and the Leader of the Council. Market forces payments will be reviewed every three years, to ensure the justification and rationale for payment can still be evidenced. If the evidence available at the review stage no longer supports the need to apply a market forces supplement, any payment will be reduced or removed. In this situation, a period of three years protection will be applied, in line with the arrangements in the council's Labour Market Adjustment Scheme for other employees in the council.</p> <p>Relocation Scheme – this scheme applies to difficult to fill roles only where there is a requirement to relocate to the area and includes:</p> <ul style="list-style-type: none"> • Removal costs (lowest of 3 quotes); • Disturbance expenses of up to £935; • Fees e.g. Stamp Duty, Legal Fees, Estate Agents etc (of up to £6,533) <u>or</u>* Mortgage/rent subsidy payment of £250 per month in Year 1 and £150 per month in Year 2 (*either Fees or Mortgage/rent subsidy is payable) • Separation/two home allowance (Maximum of £97 per week for up to 6 months) (not available for overseas applicants) <p>Additionally, for overseas applicants (in the very limited circumstances where the Council seeks to recruit from overseas as part of a campaign) may claim:</p> <ul style="list-style-type: none"> • The cost of one economy journey (including the employee's spouse, civil partner and children) to the UK from the country in which the employee was resident immediately prior to employment with DC. • Visa costs, including one-off payments for the Immigration Skills surcharge, and the NHS Health Surcharge • Financial assistance for the deposit to secure rental accommodation, including, where appropriate, an initial one month's rent in advance, up to the value of £1,500 (for both deposit and one month's advance) • Where the job role requires the employee to travel in order to effectively carry out their duties, financial assistance up to the value of £2,000 to support the purchase of a vehicle
Increases and Additions to Remuneration	
Payments for additional duties	<p>Acting up payment may apply where there is a requirement to undertake additional responsibilities for an extended period (normally over 4 weeks). A full acting up payment is calculated as the difference between the salary of the employee acting up and the minimum point of the grade of the post being covered. When an employee is already paid on a point within the higher grade, the allowance will be calculated based upon the next point within the grade. Where only part of the duties are being undertaken a proportioned (percentage) payment is made.</p> <p>An honorarium payment (usually a one off amount of up to £1,000) can be awarded to an employee who has performed exceptionally outside of the normal scope of their duties e.g. work on a complex temporary project.</p> <p>Eligible Consultants in Public Health can apply for a Clinical Excellence Award which recognises and rewards those consultants who contribute most towards the delivery of safe and high-quality care to patients and the continuous improvement to NHS Services.</p>
Cost of Living Pay Increases	<p>Chief Executive – Cost of living pay increases are agreed by Joint Negotiating Committee for Chief Executives of Local Authorities and for 1 April 2023 was 3.5%.</p> <p>Executive Directors, Director of Public Health, Director of Legal and Democratic (Monitoring Officer), Corporate Directors, Deputy Director of Public Health and Consultants in Public Health - Cost of living pay increases are agreed by the Joint Negotiating Committee for Chief Officers of Local Authorities. The cost of living pay increase from 1 April 2023 was 3.5%.</p>
Salary Protection	<p>18 months' salary grade protection applicable in cases of redeployment due to redundancy or reorganisation.</p> <p>12 months allowance/enhancement protection applicable in cases of redeployment due to redundancy or reorganisation where certain conditions apply.</p>

Performance Related Pay	
Incremental/Scale Progression	<p>Chief Executive, Executive Directors and Director of Public Health are appointed on a fixed spot salary so are not subject to incremental progression.</p> <p>Corporate Directors, Director of Legal and Democratic (Monitoring Officer), Deputy Director of Public Health and Consultants in Public Health are appointed on a spot salary within a range. Normally, the spot salary will not change and as such there is no incremental progression. In exceptional circumstances, changes to role/scope may lead to a change in spot salary.</p>
Merit Increments	Not applicable.
Payments on Ceasing to Hold Office	
Notice Period	<p>Where an appointment is subject to a probationary period it may be terminated by 1 weeks' notice on either side. Thereafter;</p> <p>Following any probationary period, employees in this group are required to give 13 weeks' notice.</p> <p>Following any probationary period, DC is required to give employees in this group 13 weeks' notice.</p> <p>Following any probationary period, the contractual notice requirements go beyond those required by the Employment Rights Act 1996 which provide for 1 weeks' notice for each year of continuous employment up to a maximum of 12 weeks.</p>
Redundancy Provisions	The current redundancy multiplier of 1.25 times the statutory redundancy pay formula (based on actual pay) is payable and applies to all employees.

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FULL COUNCIL

MOTION ON NOTICE

Date of Council Meeting:- 13 February 2024

Title of Motion:- Reducing Child Poverty in Dorset

Proposer:- Cllr N Ireland

Seconder:- Cllr S Jones

Supported by:- Cllrs M Rennie, L Fry, D Gray, P Kimber, B Ezzard, S Williams, C Sutton, K Wheller, D Morgan, D Tooke, P Barrow, D Bolwell, A Canning, M Roe, R Holloway, G Taylor, S Jones, R Legg, R Crabb, B Bawden

Motion Narrative and Action Required

Council notes that:

- The two-child limit, introduced by the Conservative Government in 2017, restricts support in Universal Credit and tax credits to two children in a family.
- Analysis by the Child Poverty Action Group shows that 900,000 children living in poverty in England do not currently qualify for free school meals because the Conservative Government introduced an arbitrary £7,400 household income threshold in 2018.
- A new report by the Commons Education Select Committee warns mental health problems and cost-of-living pressures on families are among the complex reasons for increased absenteeism.
- Scrapping the two-child limit is the most cost-effective way to reduce child poverty. It would lift 250,000 children out of poverty and mean 850,000 children are in less deep poverty.

Council resolves to:

- Call on the UK Government to scrap the two-child benefit cap.
- Ask the Council's Chief Executive to write to Members of Parliament representing Dorset Council, expressing the Council's support for the scrapping of the two-child benefit cap.

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Full Council

13 February 2024

Council Tax Premiums on Second Homes and Empty Properties

For Decision

Portfolio Holder: Cllr J Haynes, Corporate Development and Transformation

Local Councillor(s): All

Executive Director: A Dunn, Executive Director, Corporate Development

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Report Status: Public Choose an item.

Brief Summary: In February 2023 an initial paper was taken before Place and Resources Overview Committee on 9 February 2023 and unanimously supported at Cabinet on 28 February 2023 considering the potential power to levy Council Tax Premiums contained, as per the draft Levelling up and Regeneration Bill that at the time, was progressing through parliament. As a reminder the unanimously supported Cabinet recommendation was:

Recommendation to Full Council:

(a) That Full Council approve the following additional Council Tax premiums to be applied from 1 April 2024, or as soon as possible thereafter, subject to the required legislation being in place. That approval is given to:

(i) 100% premium for dwellings occupied periodically (Second Homes).

(ii) 100% premium for properties which have been empty and unfurnished for a period of between 1 (previously 2) and 5 years.

(b) That Cabinet review the Council Tax premiums for second homes and empty properties after two years of implementation.

(c) That consideration be given to using a percentage of the additional income received through the premiums to support affordable housing projects, if the Council has a balanced budget.

The report set out the implications for a key element of the Bill, being proposed changes to allow councils to place a council tax premium on second homes and permit a 100% premium on empty properties at an earlier one-year commencement point as opposed to the current two-year commencement point. This legislation gives councils the power to raise additional revenue acknowledging the impact that second homes (referenced as 'dwellings occupied periodically' in the Bill) and empty homes can have on some communities.

In February 2023 the bill had not received Royal assent so was only considered by Dorset Council's Resource and Overview Committee and Cabinet but was waiting upon enactment before coming before Full Council.

At the time it was known that if the Bill received royal assent, then billing authorities would be able to consider:

1. Allowing councils to introduce a council tax premium of 100% in respect of dwellings occupied periodically. (Second Homes) – Introducing a new premium
2. Reducing the minimum period for the implementation of a council tax premium for empty premises from two years to one year – a technical adjustment to an existing premium

The Levelling Up and Regeneration Bill received Royal Assent on 26 October 2023 becoming The Levelling Up and Regeneration Act 2023. The above position can now move forward, therefore the recommendations are.

Recommendation:

Dorset Council are asked to approve the following:

1. **That from 1 April 2025** a 100% Council Tax premium will apply to all dwellings occupied periodically (second homes) other than those included as exceptions.
2. **That from 1 April 2024** the 100% Council Tax premium for properties which have been empty and unfurnished will be applied from the earlier 1 year commencement point, a change from the current 2 year commencement point, other than those included as exceptions.

3. That cabinet review the Council Tax Premiums for both Second Homes and Empty Properties after two years of implementation.
4. That consideration be given to using a percentage of the future additional income received through the premiums to support affordable housing projects, if the Council has a balanced budget.
5. That following the outcome of DLUHC's National consultation, authority to amend exceptions to this policy as a result of any changes to National binding regulations, are given to the Section 151 officer in consultation with the appropriate Portfolio Holder.

1. Reason for Recommendation:

- 1.1 **Second Homes Premium:** The Levelling Up and Regeneration Bill Act 2023 is now enacted in law. Section 80 (2) of the Act inserts a new section 11C into the Local Government Finance Act 1992. This now permits the Council to apply a premium on second homes. The maximum Council Tax charge in these cases would be a standard 100% charge plus a premium of 100% making a total Council Tax charge of 200%. Unlike empty dwellings, there is no requirement for a property to have been used as a second home for a fixed period of time before the premium can apply so it becomes chargeable from day one that a property is considered a second home (dwellings periodically occupied).
- 1.2 Section 11C (3) requires that the first decision to impose this class of premium must be taken at least 12 months before the financial year to which it would apply. In effect this means that premiums for second homes will not take effect until 1 April 2025 for the 2025-2026 financial year.
- 1.3 **Empty Homes Premium:** Section 79 (1) (b) of The Levelling Up and Regeneration Act 2023 permits the Council to impose an empty homes premium after one year instead of the current two years. Section 80 of the act provides that from April 2024, a property can be charged an empty home premium at 100% after one year, even if it became empty before 1 April 2024. This would be an amendment to the existing charging policy and as such is not subject to the same notice period as a new premium.
- 1.4 During the periods of past consideration in February 2023, Government had not yet made provision for exceptions from the premiums. Provision for exceptions have been included in the approved bill. A National Consultation was held seeking views on possible categories of dwellings which should be dealt with as exceptions to the Council Tax premiums. Regulations are expected to be published covering the exceptions which will include the second home premiums and the empty homes premium.

- 1.5 The Council has included the proposed exceptions below however; it should be noted that these may change when the regulations are commenced, recommendation 5 outlines the delegated authority to amend.
- 1.6 The consultation proposed that there will be circumstances where premiums will either NOT apply or be DEFERRED for a defined period of time. They are as follows:
- **Properties undergoing probate** – government proposes that these properties should be exceptions to the second homes **and** empty homes premiums for a maximum of 12 months. The exception would start once probate or letters of administration have been granted. This will not affect the Class F Council Tax exemption or the ability for the Council to charge its determined rate of Council Tax following the expiry of the Class F exemption; (this relates to the standard non premium element of the Council Tax Charge)
 - **Properties that are being actively marketed for sale or rent** – government proposes that this exception will apply for up to a maximum of 6 months from the date that ACTIVE marketing commenced, or until the property has been sold or rented, whichever is sooner. The Council, in determining whether the exemption applies will require the following evidence:
 - (a) evidence that the dwelling is being actively marketed for sale or rent through a recognised agent (evidence can include contracts with agents, advertisements in recognised media or marketing websites)
 - (b) where the premises are being self – marketed by the owner or landlord, evidence that the premises is being actively marketed such as advertisements in recognised media, newspapers or letting websites
 - (c) where for sale, evidence that the premises are being sold at a true market value for the size and type of dwelling within the area in which it is situated. Where the dwelling is for let, that the rent requested is at a true market value for the size and type of dwelling within the area in which it is situated.
 - (d) The above list is not exhaustive and the council reserve the right to request further evidence to support any claim for exemption. It will be

down to the taxpayer to provide satisfactory evidence that this exemption applies.

It should be noted that the exemption will only apply ONCE to any taxpayer or taxpayers if they are joint and severally liable.

- **Empty Properties undergoing major repairs** – Government proposes that empty properties undergoing major repair work or structural alterations should be an exception to the premium for up to 6 months once the exception has been applied or when the work has been completed, whichever is sooner. The exception will be applied at any time after the property has been empty for at least 12 months, so long as the council is satisfied that the necessary repair work is being undertaken. As with all other exemptions to the premiums, the council will require the taxpayer to provide such evidence that is required to support their application.
- **Annexes forming part of, or being treated as, part of the main dwelling** – government proposes that such annexes should be an exception to the Council Tax premium on second homes only.
- **Job related dwellings** – currently, there is a Council Tax discount of up to 50% for properties which are unoccupied because the owner is required to live elsewhere for employment purposes. The discount applies where the dwelling is provided for the better performance duties of the employment and it is one of the kind of employment in the case of which it is customary for the employers to provide dwellings for the employees. The Government proposes that the dwelling should also be an exemption to the second homes premium. **The exception will not apply to cases where someone chooses to have an additional property to be closer to work while having a family home elsewhere or where an individual is posted to a new location but maintains their previous address.**
- **Occupied Caravan pitches and houseboats** – government proposes that these caravans and boats should be an exception to the Council Tax premium on second homes.
- **Seasonal homes where year round or permanent occupation is prohibited or has been specified for use as holiday accommodation or prevents occupancy as a person's sole or main residence** – government proposes that properties that have

restrictions or conditions preventing occupancy for a continuous period of at least 28 days in any 12 month period, or specifies its use as a holiday let, or prevents occupancy as a person's sole or main residence, should be exceptions to the second home premium.

- 1.7 It is understood that regulations will be issued early 2024 regarding the above exceptions and the Council will need to ensure that any charging policy is in line with legislation.

2. Financial Implications

- 2.1 Initial high-level analysis presented to cabinet suggested that the application of a 100% premium on second homes could generate around £10m in additional council tax revenue based on 5,722 listed second homes. It was also reported that it would be prudent to assume an initial collection figure within a range of between £9.5m to £8m given a variety of factors that may impact collection rates. This analysis will need to be updated to include the impact of exceptions when known, which will reduce initial estimates. The financial impact of this premium will therefore be presented as part of the Medium Term Finance Paper for 2025/26 onwards including the scope to allocate a percentage towards affordable housing, as laid out in recommendation 4.

- 2.2 Initial high-level analysis suggested that the application of applying the empty homes premium from the earlier 1 year commencement point is estimated to have increase revenue by £300,000. It is extremely difficult to assess initial customer responses and whether changes to this premium may result in earlier occupation of these empty dwellings in question. Owners are often actively working towards occupying, letting or selling properties within this category and we do not hold data to comprehensively assess if premiums commencing after 12 months will be applicable throughout the full year or positive changes will mean the premium no longer applies which impacts financial assessments regarding potential revenue yield. This will be assessed as information becomes available during 2024/25 and factored into the setting of the Councils Council Tax base in future years.

3 Natural Environment, Climate & Ecology Implications

The environmental implications of this recommendation have been considered, and there are no implications of the proposed course of action that would act against the strategic ambitions of the Climate and Ecological strategy and action plan.

4 Well-being and Health Implications

There is a potential positive impact on resident's wellbeing if under-utilised or empty properties are made available for occupation.

5 Other Implications

No other implications identified.

6 Risk Assessment

Having considered the risks associated with this decision; the level of risk has been identified as:

Current Risk: Medium

Residual Risk: Low

There is a risk that the implementation of a second homes premium may encourage council tax "avoidance" through people seeking to transfer their properties to business rates as holiday lets. This risk is reducing as government have brought in new requirements for people to evidence to the Valuation Office Agency that alongside having their property available for let for at least 20 weeks in a year, it must also have been actually let for at least 70 days. It is the Valuation Office that make the decision if a property (hereditament) is entered and remains on the Council Tax list or the Business Rates list.

7 Equalities Impact Assessment

There are no specific equalities issues that have emerged from the potential implementation of this policy, although subject to adoption there will be additional revenue for Dorset Council to invest into services for the residents of Dorset.

8 Appendices:

Appendix A: Draft Empty Homes and Second Homes Premium Policy

9 Background Papers

[Choose agenda document pack - Cabinet 28 February 2023 - Dorset Council](#)

[\(Public Pack\)Agenda Document for Place and Resources Overview Committee, 09/02/2023 10:00 \(dorsetcouncil.gov.uk\)](#)

10 Report Sign Off

This report has been through the internal report clearance process and has been signed off by the Director for Legal and Democratic (Monitoring Officer), the Executive Director for Corporate Development (Section 151 Officer) and the appropriate Portfolio Holder(s)



Empty Homes and Second Homes Premium Policy 2024-25

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1. Introduction and background

- 1.1 The following policy outlines the Council's approach to the levying of empty homes premium and second homes premiums.
- 1.2 Premiums were also introduced by government from 1 April 2013 with a view to encouraging homeowners to occupy homes and not leave them vacant in the long term.
- 1.3 The legislation which introduced premiums is S11B of the Local Government Finance Act 1992 (inserted by the Local Government Finance Act 2012). Premiums could only be charged on long-term empty dwellings. An empty dwelling is one which is 'unoccupied' and 'substantially unfurnished'. The definition of long-term is where the dwelling has been empty for a continuous period of at least 2 years.
- 1.4 Initially the maximum level of premium was set by government at 50% of the amount of Council Tax chargeable. Each Council could determine the level of premium up to the maximum and this is charged in addition to the amount determined by the Council as payable for an empty dwelling¹
- 1.5 Certain classes of dwellings cannot be charged a premium namely:
 - a dwelling which would be the sole or main residence of a person but which is empty while that person resides in accommodation provided by the Ministry of Defence by reason of their employment i.e., service personnel posted away from home²; or
 - dwellings which form annexes in a property which are being used as part of the main residence or dwelling in that property³.
- 1.6 In 2018 the Rating of Property in Common Occupation and Council Tax (Empty Dwellings) Act allowed authorities to increase the level of premiums on empty dwellings with effect from 1 April 2019 as follows;
 - Dwellings left unoccupied and substantially unfurnished for 2 years or more, - from 1 April 2019 a premium can be levied up to 100%;
 - Dwellings left unoccupied and substantially unfurnished for 5 years or more, - from 1 April 2020 a premium can be levied up to 200%; and
 - Dwellings left unoccupied and substantially unfurnished for 10 years or more, - from 1 April 2021 a premium can be levied up to 300%.
- 1.7 It should be noted that premiums are charged in addition to the 100% Council Tax payable on empty premises.

¹ Under the Council Tax (Prescribed Classes of Dwelling)(England) Regulations 2003 and amended by the Council Tax (Prescribed Classes of Dwelling)(England) (Amendment) Regulations 2012 - Classes C & D.

² Council Tax (Prescribed Classes of Dwelling)(England) (Amendment) Regulations 2012 - Classes E

³ Council Tax (Prescribed Classes of Dwelling)(England) (Amendment) Regulations 2012 - Classes F

- 1.8 Government, together with local authorities (including the Council) has unfortunately seen a rise in the number of empty homes together with a growth in second homes.
- 1.9 Inconsistencies in the legislation have also been identified whereby a premium can be avoided by the taxpayer merely furnishing an empty premises, when it would become a 'second home' which currently has a maximum charge of 100% with no premium.
- 1.10 In order to address these inconsistencies, and also to bring more dwellings into use, government has introduced sections within the Levelling Up and Regeneration Act 2023 (the Act).
- 1.11 This policy details the Council's approach in the charging of premiums as allowed within the new legislation.
- 1.12 The continued pressure on local authority finances (both the Council and the Major Preceptors) together with the need to encourage all owners of domestic premises to bring them back into use, makes it essential that the Council changes its approach to empty homes. The new legislation for second home premiums will encourage the use of dwellings as primary residences.

2. Empty homes premiums (From 1 April 2024)

- 2.1 Section 79 (1) (b) of the Levelling Up and Regeneration Act 2023 permits the Council to impose an empty homes premium after one year instead of two years. Section 80 of the Act provides that from 1 April 2024, a property can be charged an empty homes premium at 100% after one year, even if it became empty before 1 April 2024.
- 2.2 The Council has resolved to implement the change with effect from 1 April 2024
- 2.3 The legislation requires the Council to be mindful of any guidance or further regulation in relation to the implementation of the premiums and this is detailed in Section 4 of this policy.

3. Introduction of premiums for second homes (From 1 April 2025)

- 3.1 The definition of a second home for Council Tax purposes is a dwelling which has "no one resident" but is "substantially furnished".
- 3.2 Section 80 (2) of the Act inserts a new section 11C into the Local Government Finance Act 1992. This permits the Council to apply a premium on second homes. The maximum Council Tax charge in these cases would be a standard 100% charge plus a premium of 100% making a total Council Tax charge of 200%.

- 3.3 Unlike empty dwellings, there is no requirement for a property to have been used as a second home for a fixed period of time before the premium can apply.
- 3.4 As with other changes introduced by the Act, section 11C (3) requires that the first decision to impose this class of premium must be taken at least 12 months before the financial year to which it would apply. In effect this means that premiums for second homes will not take effect until the 2025-26 financial year at the earliest.
- 3.5 The Council has resolved to charge second home premiums and has given the required notice.
- 3.6 The Act provides that a dwelling cannot be subject to both a second homes premium and an empty homes premium imposed under section 11B of the 1992 Act, and that an existing empty homes premium would cease to apply to a property which became subject to a second homes premium.

4. Exceptions from the premiums (empty homes premiums and second homes premium)

- 4.1 At the time of writing this policy, government has issued a consultation (which has now ended), seeking views on possible categories of dwellings which should be dealt with as exceptions to the Council Tax premiums. Regulations are expected to cover the exceptions for both empty homes premium, and also the second homes premiums.
- 4.2 **The Council has included the proposed exceptions below however; it should be noted that these MAY CHANGE when the new regulations are commenced.**
- 4.3 The consultation proposes that there will be circumstances where premiums will either not apply or be deferred for a defined period of time. These are as follows:
 - **Properties undergoing probate** - the government proposes that these properties should be exceptions to both the second homes and empty homes premiums for a **maximum of 12 months**. The exception would start once probate or letters of administration is granted. This will not affect the Class F Council Tax exemption or the ability for the Council to charge its determined rate of Council Tax following the expiry of the Class F exemption;
 - **Properties that are being actively marketed for sale or rent** - the government proposes that this exception will apply for up to a **maximum of 6 months** from the date that active marketing commenced, or until the property has been sold or rented, whichever is the sooner. The Council, in determining whether this exemption applies will require the following evidence:
 - (a) evidence that the dwelling is being **actively** marketed for sale or rent through a recognised agent (evidence can include contracts with

agents, advertisements in recognised newspapers or marketing websites);

- (b) where the premises are being self-marketed by the owner or landlord, evidence that the premises is being **actively** marketed (evidence can include advertisements in recognised newspapers or letting websites;
- (c) where for sale, evidence that the premises are being sold at a true market level for the size and type of dwelling within the area in which it is situated. Where the dwelling is for let, that the rent requested is at a true market level for the size and type of dwelling within the area in which it is situated.

The above list is not exhaustive and the Council reserves the right to request further evidence to support any claim for exemption. The exemption will only apply once to any taxpayer or taxpayers if they are jointly and severally liable;

- **Empty properties undergoing major repairs** - this is time limited to 6 months. The government proposes that empty properties undergoing major repair works or structural alternations should be an exception to the premium for up to 6 months once the exception has been applied or when the work has been completed, whichever is the sooner. The exception will be applied at any time after the property has been empty for at least 12 months, so long as the Council is satisfied that the necessary repair work is being undertaken. As with all other exemptions to the premiums, the Council will require the taxpayer to provide such evidence as is required to support their application;
- **Annexes forming part of, or being treated as, part of the main dwelling** - the government proposes that such annexes should be an exception to the Council Tax premium on second homes;
- **Job related dwellings** - currently, there is a Council Tax discount of up to 50% for properties which are unoccupied because the owner is required to live elsewhere for employment purposes. The discount applies where the dwelling is provided for the better performance of the duties of the employment, and it is one of the kinds of employment in the case of which it is customary for employers to provide dwellings for employees. The government proposes that the dwelling should also be an exception to the second homes premium. **The exception will not apply to cases where someone chooses to have an additional property to be closer to work while having a family home elsewhere or where an individual is posted to a new location but maintain their previous address;**
- **Occupied caravan pitches and houseboat moorings** - the government proposes that these caravans and boats should be an exception to the Council Tax premium on second homes; and
- **Seasonal homes where year-round or permanent occupation is prohibited or has been specified for use as holiday accommodation or prevents occupancy as a person's sole or main residence** - the government proposes that properties that have restrictions or conditions preventing occupancy for a continuous period of at least 28 days in any 12-month period, or specifies its

use as a holiday let, or prevents occupancy as a person's sole or main residence, should be an exception to the second homes premium.

- 4.4 It is understood that regulations will be issued late 2023 or early 2024 and the Council will need to ensure that any charging policy is in line with legislation. Therefore, the Council's Section 151 Officer is granted delegated powers to amend this policy in line with legislative or government requirements.

5. Outcome expected and 'safety net'.

- 5.1 The expected outcomes of this policy are as follows:
- (a) Taxpayers will be encouraged, through the implementation of the premiums, to bring empty properties into use and to revert the use of second homes to primary residences;
 - (b) The reduction of empty homes and second homes within the Council's area; and
 - (c) Increased Council Tax income from empty homes and second homes.
- 5.2 There may be circumstances where the implementation of these changes may cause exceptional hardship to a taxpayer. In such cases, the Council will consider applications for a reduction in liability under its Section 13A (1)(C) of the Local Government Finance Act 1992 - Reduction in Council Tax liability policy.
- 5.3 Where such an application is received, it will be considered on an individual case basis taking into account the circumstances of the taxpayer and the situation regarding the level of Council Tax charged. Should the taxpayer be aggrieved by any decision of the Council a further right of appeal will be with the independent Valuation Tribunal.

6. Legislation

- 6.1 The legislation that covers this policy and the recommendations made is as follows:
- S11A & S11B of the Local Government Finance Act 1992;
 - S11C of the Local Government Finance Act 1992 (as introduced by the Levelling Up and Regeneration Act 2023);
 - The Levelling Up and Regeneration Act 2023; and
 - S13A(1)(C) Local Government Finance Act 1992 (reduction in liability).
- 6.2 Due to changes in the legislation, the Council will be required to amend this policy, at any time, in line with statute.

7. Finance

- 7.1 Any amount of premium received will be part of the Council's Collection Fund and will be shared between the Council and Major Precepting authorities in line with their share of the Council Tax.
- 7.2 Any reduction granted under S13A(1)(c) will be financed through the Council's general fund and do not form part of the Collection Fund.

8. Notification

- 8.1 Where a taxpayer is granted an exemption, a revised demand notice will be issued. Where an exemption is applied for but not granted, the Council will provide a notification of its decision.

9. Appeals

- 9.1 Appeals against the Council's decision may be made in accordance with Section 16 of the Local Government Finance Act 1992.
- 9.2 **The taxpayer must in the first instance write to the Council outlining the reason for their appeal. Once received the council will then consider whether any additional information has been received which would justify a change to the original decision and notify the tax payer accordingly.**
- 9.3 Where the taxpayer remains aggrieved, a further appeal can then be made to the Valuation Tribunal. This further appeal should be made within 2 months of the decision of the Council not to grant any reductions. Full details can be obtained from the Council's website or from the Valuation Tribunal Service website.

10. Delegated Powers

- 10.1 This policy for the Council Tax premiums has been approved by the Council. However, the Head of Revenues and Benefits is authorised to make technical amendments to ensure it meets the criteria set by government and the Council.

11 Fraud

- 11.1 The Council is committed to protecting public funds and ensuring that premiums are correctly charged.
- 11.2 A taxpayer who tries to reduce their Council Tax liability by falsely declaring their circumstances, providing a false statement or evidence in support of their application, may have committed an offence under The Fraud Act 2006.

11.3 Where the Council suspects that such a fraud may have been committed, this matter will be investigated as appropriate and may lead to criminal proceedings being instigated.

12. Complaints

12.1 The Council's complaints procedure (available on the Council's website) will be applied in the event of any complaint received about this policy.

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