



Dorset Council

Date: Tuesday, 11 February 2025
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 - 34

To confirm the minutes of the meetings held on 5th December 2024.

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. CHAIR'S ANNOUNCEMENTS

To receive a short presentation by members of the Youth Council.

To receive any announcements from the Chair of Council.

5. PUBLIC PARTICIPATION - QUESTIONS

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 Full Council 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 6 February 2025. 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 6 February 2025.
- 9. BUDGET AND MEDIUM TERM FINANCIAL PLAN STRATEGY REPORT** 35 - 232
- To consider a recommendation from Cabinet.
- 10. COUNCILLOR CODE OF CONDUCT COMPLAINT PROCESS** 233 - 260
- To consider a recommendation by the Audit & Governance Committee.
- 11. STAFFING COMMITTEE FOR THE RECRUITMENT OF THE HEAD OF PAID SERVICE** 261 - 264
- To consider a report by the Service Manager, Democratic & Electoral Services.
- 12. APPOINTMENT OF RETURNING OFFICER AND ELECTORAL REGISTRATION OFFICER** 265 - 268
- To consider a report by the Service Manager, Democratic and Electoral Services.
- 13. CALENDAR OF MEETINGS 2025-2026** 269 - 282
- To consider a report by K Critchel, Senior Democratic Services Officer.
- 14. PAY POLICY STATEMENT 2025-26** 283 - 300
- To consider the 2025/26 Pay Policy Statement.
- 15. 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.
- 16. 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 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.

There is no exempt business scheduled for consideration at this meeting.



DORSET COUNCIL

MINUTES OF MEETING HELD ON THURSDAY 5 DECEMBER 2024

Present: Cllrs Stella Jones (Chair), Les Fry (Vice-Chair), Jon Andrews, Jindy Atwal, Mike Baker, Shane Bartlett, Laura Beddow, Derek Beer, Matt Bell, Richard Biggs, Bridget Bolwell, Dave Bolwell, Louise Bown, Alex Brenton, Piers Brown, Ray Bryan, Andy Canning, Will Chakawhata, Simon Christopher, Simon Clifford, Toni Coombs, Barrie Cooper, Richard Crabb, Peter Dickenson, Neil Eysenck, Beryl Ezzard, Scott Florek, Spencer Flower, Alex Fuhrmann, Simon Gibson, Barry Goringe, Jill Haynes, Hannah Hobbs-Chell, Sally Holland, Ryan Holloway, Ryan Hope, Nick Ireland, Jack Jeanes, Sherry Jespersen, Carole Jones, Paul Kimber, Chris Kippax, Nocturin Lacey-Clarke, Robin Legg, Rory Major, Craig Monks, David Morgan, Steve Murcer, Louie O'Leary, Jon Orrell, Emma Parker, Andrew Parry, Val Potheary, Byron Quayle, Belinda Ridout, Steve Robinson, Pete Roper, David Shortell, Andy Skeats, Jane Somper, Duncan Sowry-House, Andrew Starr, Gary Suttle, Clare Sutton, Roland Tarr, David Taylor, Andy Todd, Bill Trite, James Vitali, Kate Wheller, Sarah Williams, Ben Wilson and Carl Woode

Apologies: Cllrs Belinda Bawden, Rob Hughes, Cathy Lugg, David Northam, Mike Parkes, Julie Robinson, Gill Taylor, David Tooke and Claudia Webb

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

Jacqui Andrews (Service Manager for Democratic and Electoral Services), Jan Britton (Executive Director for Places Services), Hayley Caves (Councillor Development and Support Officer), Susan Dallison (Democratic Services Team Leader), Jonathan Mair (Director of Legal and Democratic and Monitoring Officer), George Dare (Senior Democratic Services Officer), Aidan Dunn (Executive Director - Corporate Development S151), Jennifer Lewis (Head of Strategic Communications and Engagement), Matt Prosser (Chief Executive), Lindsey Watson (Senior Democratic Services Officer), Megan Rochester (Democratic Services Officer), Paul Beecroft (Communications Business Partner) and Julia Ingram (Corporate Director for Adult Social Care Operations)

47. Declarations of Interest

There were no declarations of interest.

48. Appointment of Honorary Alderman of the Dorset Council Area

The Chair of Council noted that in December 2023, Full Council had agreed a protocol for awarding the title of Honorary Alderman of the Dorset Council area to former members of Dorset Council. Current councillors were invited to nominate Honorary Aldermen from amongst former councillors and a panel comprising the Chair and Vice Chair of the Council, the Group Leaders, the Chief Executive and

the Monitoring Officer had subsequently met to consider nominations for the award, with the panel having made a recommendation to the Full Council.

First nomination – Anthony (Tony) Alford

S Christopher summarised the nomination and proposed that the title of Honorary Alderman of the Dorset Council area be conferred to Tony Alford. This was seconded by C Monks.

Further to a vote by Council.

Decision (unanimous)

That the title of Honorary Alderman of the Dorset Council area be conferred to Tony Alford.

Tony (attending virtually) addressed the Council and made a short speech in acceptance of the title.

Second nomination – Pauline Batstone

C Jones summarised the nomination and proposed that the title of Honorary Alderman of the Dorset Council area be conferred to Pauline Batstone. This was seconded by S Murcer.

Further to a vote by Council.

Decision (unanimous)

That the title of Honorary Alderman of the Dorset Council area be conferred to Pauline Batstone.

Pauline addressed the Council and made a short speech in acceptance of the title.

Third nomination – Mary Penfold

J Haynes summarised the nomination and proposed that the title of Honorary Alderman of the Dorset Council area be conferred to Mary Penfold. This was seconded by B Quayle.

Further to a vote by Council.

Decision (unanimous)

That the title of Honorary Alderman of the Dorset Council area be conferred to Mary Penfold.

Mary addressed the Council and made a short speech in acceptance of the title.

Fourth nomination – Molly Rennie

A Canning summarised the nomination and proposed that the title of Honorary Alderman of the Dorset Council area be conferred to Molly Rennie. This was seconded by R Major.

Further to a vote by Council.

Decision (unanimous)

That the title of Honorary Alderman of the Dorset Council area be conferred to Molly Rennie.

Molly addressed the Council and made a short speech in acceptance of the title.

The Chair of Council and the past Chairman of Council, V Potheary, presented each nominee with a certificate and Badge of Office.

49. Urgent items

There were no urgent items.

50. Exempt Business

There was no exempt business.

Duration of meeting: 5.45 - 6.08 pm

Chairman

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DORSET COUNCIL

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

Jacqui Andrews (Service Manager for Democratic and Electoral Services), Jan Britton (Executive Director for Places Services), Hayley Caves (Councillor Development and Support Officer), Susan Dallison (Democratic Services Team Leader), George Dare (Senior Democratic Services Officer), Paul Dempsey (Executive Director of People - Children), 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), Lindsey Watson (Senior Democratic Services Officer), Paul Beecroft (Communications Business Partner), Julia Ingram (Corporate Director for Adult Social Care Operations), Megan Rochester (Democratic Services Officer), Lisa Cotton (Corporate Director for Customer and Cultural Services) and Steven Ford (Corporate Director for Strategy, Performance and Sustainability)

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

Bridget Betts (Environmental Advice Manager)

51. **Minutes**

The minutes of the meeting held on 10 October 2024 were confirmed as a correct record and signed by the Chair.

52. **Declarations of Interest**

G Suttle declared a pecuniary interest in respect of agenda item 11, 'Purbeck Pleasure Boat Byelaw Amendment', as he had clients that would be affected by the decision.

53. **Chair's Announcements**

The Chair reported the recent death of Phillip Gausson, former Dorset County Council councillor. The Chair invited A Skeats to say a few words in tribute.

The Chair thanked councillors for their support to White Ribbon Day 2024.

54. **Public Participation - questions**

There were 3 questions from the public and a copy of the questions and responses are set out at Appendix 1 to these minutes.

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

There were no petitions or deputations received.

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

The Leader of Council made the following announcements:

- The Government White Paper on devolution was awaited and a briefing for councillors would be provided once this had been received. Reports to Cabinet and Full Council would be considered at the appropriate time. It was noted that Dorset Council would continue to exist
- Congratulations were offered to the Chief Executive, Matt Prosser who would be taking up a new role as Chief Executive of Wellington City Council in New Zealand in the spring of 2025. In response to a question regarding the appointment process for a new Chief Executive, the Leader confirmed that there would be cross-party involvement in the appointment.

57. **Questions from Councillors**

There were 9 questions from councillors and a copy of these can be found at Appendix 2.

Further to the response provided, S Flower indicated that he would welcome a further discussion with the Cabinet member for Planning and Emergency Planning around the planning process referred to.

Responding to a supplementary question from B Goringe, the Cabinet member for Place Services indicated that he would meet with the ward councillors once clarification had been received on how the funding could be used.

In response to a supplementary question from L O’Leary, the Cabinet member for Place Services noted that he would visit the junction and discuss this further with the councillor.

Responding to a supplementary question from J Somper, the Cabinet member for Place Services noted that funding was not currently available for cyclic maintenance.

In response to a supplementary question from P Brown, The Cabinet member for Property & Assets and Economic Growth noted that decisions relating to any county farm would need to be considered on its own merits.

In response to a supplementary question from V Potheary, the Cabinet member for Place Services noted that it had been agreed that, along with R Bryan, he would be meeting with the Chair of the government select committee to discuss the current issues with funding in this area.

Responding to a supplementary question from B Quayle, the Cabinet member for Place Services noted that requests for signage would be at the request of the local town or parish council and there may be a requirement for that council to pay for any signage.

Further to a supplementary question from B Quayle, the Cabinet member for Finance and Capital Strategy indicated that he would provide further information to the councillor following the meeting.

Responding to a supplementary question from B Trite, the Cabinet member for Place Services confirmed that the public inquiry would include an evening session in Wareham.

58. **Council Plan 2024-2029**

The Leader of Council presented and proposed the recommendation to adopt the Council Plan 2024-29. This was seconded by S Robinson. The Council Plan was the key strategic business plan for the council and set out the council’s vision, values and strategic priorities for the current council term and beyond.

Some concerns were raised about the focus of issues included in the Council Plan and how the comments of residents were being addressed through the document and as an amendment, it was proposed by S Gibson seconded by L Beddow that a 5th strategic priority be added to the Council Plan as follows:

Providing high quality universal services

Dorset Council has a proud record of getting the basics right. Our approach to road maintenance and pothole management is proactive and has ensured that Dorset has some of the best maintained rural roads. Dorset Council also has an excellent track record on waste & recycling. Residents tell us that road maintenance and waste collection are the top priority areas within the services delivered by Dorset Council.

Targets

- Maintain the Councils position as the top performing Unitary Authority for recycling rates
- To maintain and improve our residents' satisfaction with our waste and recycling services which is currently 87.5%
- To continue our positive trajectory and improve on the 60% of our waste already recycled
- Continue to reduce the amount of waste that goes into landfill – currently 2%
- Consistently achieve a pothole repair target of 90%
- Ensure that the target of Principal roads requiring urgent attention is met – currently 2%
- Maintain Dorset Councils position in the top 10 and top quartile of peer reviewed highway authorities under our Value for Money assessment.

Key Actions to deliver this priority

- Deliver the new HRC facility in Blandford
- Develop plans for a new HRC facility in the East of the County
- Continue to support cross border HRC arrangements including Somerley
- Deliver 'Hedge to Hedge' to better coordinate the work of the Highways Team, the Greenspace Team and the Waste Team to ensure roads are well maintained.
- Invest in proactive maintenance units and our Community Highways Team
- Deliver a new Local Transport Plan (LTP4)
- Making roads safer by working with communities and Town & Parish Councils to roll out 20mph where there is strong community consent

Leadership and Partnership

- We will work proactively with the Western Gateway STB to deliver the much needed M4 to the South Coast route to provide a better route for HGV traffic and reduce pressure on other local roads
- We will continue to work in partnership with Dorset Police and other key stakeholders to improve road safety via the Road Safety Partnership
- Work with Government and Industry to deliver better recycling rates and more sustainable waste management
- Support Town & Parish Councils and community led groups to improve our recycling rates.

Stand up for Dorset

- Lobby Government for improved highway funding. Much of Dorset Councils highway budget comes from the Department for Transport. However Dorset receives lower funding than many local Councils in rural areas.

- Lobby Government to reduce reliance on the use of incinerators and to support the Council in opposition to new incinerators in Dorset Council areas.

Councillors spoke both in favour and against the amendment. Those speaking against the amendment noted that the Council Plan was a strategic document, with many of the issues raised being covered by other plans that sat underneath the Council Plan. There was recognition that not everything could be included within the Council Plan. Those speaking in favour of the amendment noted that the issues raised in the amendment should be embedded in the Council Plan as they reflected the issues raised by residents. It was felt that delivering high quality services should be included in the vision for the council.

Upon being put to the vote the Amendment was LOST.

Councillors considered the Council Plan and comments were made both in support of and against the plan. Particular comments were made around provision of housing including affordable housing, actions around climate change, road safety issues and how the plan had been put together.

Upon being put to the vote, the motion was CARRIED.

Decision

That the Council Plan 2024-29 be adopted.

Reason for the decision

Incorporation of some of the recommendations of Joint Overview Committee ensures cross-party input into the Council Plan. The Council Plan sets out what the council aims to deliver between 2024-29. It informs the resources required for delivery, the outputs and outcomes that are anticipated and other contributory factors (such as actions by partner organisations, risks, resource assumptions etc). The Council Plan sets out the headline target measures by which performance will be monitored and reported on.

59. Street Trading Controls Adoption of Schedule 4 of the Local Government (Miscellaneous Provisions) Act 1982

Councillors received the recommendation from the Licensing Committee with regard to Street Trading Controls – Adoption of Schedule 4 of the Local Government (Miscellaneous Provisions) Act 1982.

It was proposed by N Ireland seconded by J Andrews

Decision

- i) That Schedule 4 to the Local Government (Miscellaneous Provisions) Act 1982 (as amended) be adopted and shall apply throughout the Dorset Council administrative area with effect from 6 December 2024, or such later date as is agreed by Council.

- ii) That all existing street trading delegations and designated streets remain in place subject to any future amendments.

Reason for the decision

Adoption of Schedule 4 of the Act, for the whole of the Dorset Council area would enable a new Street Trading Policy to be implemented which would be fair, consistent and equitable across the Dorset Council area. This would give the Council, as Licensing Authority greater control over street trading and would ensure that all traders are subject to the same application, enforcement and licence conditions regardless of where they trade.

There are currently existing designations for Street Trading in the former Weymouth & Portland, West Dorset, Purbeck and East Dorset Council administrative areas.

Each of the former District and Borough Council's had their own policies and procedures for Street Trading and Officers intend to introduce a new Street Trading Policy covering the whole of the Dorset Council administrative area.

G Suttle, having declared a pecuniary interest in the following item, left the meeting at this point.

60. Purbeck Pleasure Boat Byelaw Amendment

Councillors considered a report of the Environment, Policy and Partnership Team Manager with regard to a proposed amendment to the Purbeck Pleasure Boat Byelaw 2013.

It was proposed by J Andrews seconded by N Ireland

Decision

That officers be authorised to proceed with work to amend the Purbeck Pleasure Boat Byelaw 2013 and to carry out engagement with user groups through a formal public consultation and bring back to Full Council before going to the Secretary of State.

Reason for the decision

To protect people's safety at Swanage and Studland in line with our byelaw and to help protect the seagrass beds within the voluntary marine no anchor zone at Studland.

G Suttle returned to the meeting.

61. Appointment of Vice-chair of the People & Health Scrutiny Committee

It was proposed by A Parry seconded by L O'Leary that J Somper be appointed as Vice-chair of the People and Health Scrutiny Committee.

As Chair of the People and Health Scrutiny Committee, T Coombs thanked L O’Leary for his support on the committee and paid tribute to J Somper for her support to the committee to date.

Decision

That J Somper be appointed as Vice-chair of the People and Health Scrutiny Committee.

62. **Urgent items**

There were no urgent items.

63. **Exempt Business**

There was no exempt business.

Appendix 1 - Public Participation
Appendix 2 - Questions from Councillors

Duration of meeting: 6.30 - 8.34 pm

Chairman

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Full Council

5th December 2024

Public Participation

Question 1 – submitted by Nicola Harper

Background:

- In the last 20 years it has been recognised the importance that trees play for biodiversity and for mitigation, adaption and resilience regarding the Climate Emergency.
- Further the importance of trees in these roles is of equal, if different, in the urban realm as well as the countryside.
- It is now widely recognised that trees play an important role in people’s health and wellbeing at all ages, this is reflected in house prices with greener areas fetching a higher house price than their equivalent in less leafy areas.
- The Council has also generously put in place a grant scheme to facilitate tree planting by communities.
- Yet for all this there seems to be a reluctance to plant in existing urban areas, particularly on streets. There is very little evidence of new tree planting on streets and roads.
- Tree planting and management relies in Dorset on 2 policies.
 - *Natural Environment, Climate and Ecology Strategy 2023*- this document has links which seem to encourage tree planting. But does not contain a policy or strategy for trees in the urban realm.
 - *A Tree Maintenance Policy Document* – which pertains purely to maintenance but promises to replace 2 trees for every tree removed.

However, there is no Tree Strategy or a section pertaining to trees within a *Green Infrastructure Strategy: Investing in Green People*, despite many other authorities having such a document and their being ample guidance of how to create a strategy.

Communities are being encouraged to find places and plant trees this can be difficult especially when most of the land where people live is owned by Dorset Council. Communities, Parish and Town Councils are operating within a vacuum.

Without policy I suggest that trees will continue to be seen as a maintenance problem in the urban setting. Decisions on whether trees can be planted will be taken with the dis-

benefits of trees dominating their far more important and numerous benefits. I believe that like other authorities a strategy is urgently required which gives weight to the Biodiversity, Climate Change and the needs of the people living in Dorset.

Question

1. Should Dorset Council not be prioritising the development of a Tree Strategy to ensure good tree canopy cover in its towns and villages, its routes between centres, as well as its rural areas.

Response by Cllr J Andrews

Dorset Council Greenspace and National Landscape team planted over 8,000 trees across Dorset last year.

We now have 20 volunteer tree wardens across Dorset and 5 community projects are underway using the Dorset Community tree fund.

Plus, we have a Dorset Council tree policy and the Natural Environment, Climate and Ecology Strategy 2023 which promote the planting of trees.

Therefore, there are numerous examples of excellent work already being done.

I will be asking relevant officers to investigate how an overarching “Dorset tree strategy” could bring all of this good work together.

Question 2 – submitted by Giles Watts on behalf of Dorset Climate Action Network

To Dorset Council’s credit, it has consistently been against the proposed PowerFuel Incinerator on Portland Island. We thank the former Dorset Council administration that refused planning permission and the new administration for having written to the deputy prime minister making it clear their opposition to this dreadful scheme. The Portland Incinerator has been dressed up as a low-carbon, job-creating asset when in fact this highly polluting, high-carbon blight on the landscape will impact the health of our citizens, increase our carbon footprint, threaten our tourist industry and could lose the world-class status of our Jurassic coastline. It is a disgrace that the Secretary of State’s representative approved the planning permission without properly considering the counter arguments or the truthfulness of Power Fuel’s case.

In addition to fighting this ruling, we need to undermine the economic case for an incinerator on Portland. Certainly, the economics would definitely fail if Carbon Capture and Storage had been required as a compulsory condition to the planning consent under the principle that the polluter should pay.

Refuse from a variety of sources will be required to make it work. Ironically, the most cost-effective source of fuel for the incinerator comes from the very people who want it least – the people of Dorset. So, will Dorset Council state openly that, if built, they will never send any of Dorset’s future refuse to the Portland Incinerator either directly or via their subcontractors? Even better, will Dorset Council commit to phasing out incineration as quickly as possible to concentrate on anaerobic digestion of food waste and better recycling of non-food waste? If so, you would have the full support of many people in Dorset.

Response by Cllr N Ireland

Dorset Council follows the waste hierarchy to reduce, reuse and recycle as much waste as possible, because this is how we will successfully tackle the climate implications of waste and reduce the amount of money we spend on waste disposal. I’m proud to say we are the best performing unitary council in England, so our strategy is working; however, we know there’s still more we can do.

Energy from Waste is a waste treatment option that’s arguably better than landfilling given that it does produce some power from what is a fairly low calorific ‘fuel’, but it is also now consequently the UK’s dirtiest form of energy production as recently highlighted by the BBC. Giving planning permission and environmental permitting to new incineration plants without requiring carbon capture is contrary to every environmental policy and climate commitment this new Labour government has, and in my opinion is a tantamount to crime against humanity. Dorset Council’s efforts to stop the Portland incinerator being built are still ongoing.

Consumption is at the heart of the significant issue of the 66 million tonnes of waste produced in the UK, as well as the climate emergency. Reducing our consumption, and moving to a circular economy, where resources are designed to be re-used and recycled will eliminate waste and the need for waste disposal facilities and their emissions. Upcoming national policy and legislation such as Extended Producer Responsibility (EPR) for packaging and Simpler Recycling will help towards this goal.

Notwithstanding, whilst residents continue to produce waste, we have a legal obligation to dispose of that waste, and there are few alternative options available to us. Our black bag (i.e. non-food) waste currently goes to a mechanical biological treatment plant in Canford where it produces refuse derived fuel that is burnt in incinerators. We will absolutely continue to work with our residents to reduce the amount of waste we collect to minimise the impact of incinerating waste in the future.

However, while there is an ongoing need to dispose of black bag waste, we wouldn’t want to limit ourselves in disposal treatment options going forward. Furthermore, from a carbon perspective, the proximity principal should be considered in further tendering exercises, where local facilities will have a lesser impact on our service.

In relation to food waste, we have a very successful weekly food waste collection across the council's area and that does to anaerobic digestion facilities. Unfortunately, not all councils collect food waste; I was in Manchester two weeks ago staying at my daughter's and she has no food waste collection – it goes into the black bag.

Dorset Council has already committed to reducing waste and increasing recycling rates further through our waste strategy. We fully support residents in reducing, reusing and recycling their waste, and work closely with communities to try and deliver this.

If all residents in Dorset simply put the right stuff in the right bins, then we could save over £1m in disposal costs alone, not to mention the benefit this would have to the environment.

Question 3 submitted by Giles Watts on behalf of Dorset Deserves Better

The Labour government's new housing target requires Dorset to build 3,230 new houses per year – up from the prior target of 1,788 which was already an unrealistically high number. With the reinstatement of the duty to cooperate this could add a further 800 houses pushing the annual target to about 4,000 per year. Over the 15-year period of the Local Plan this means Dorset Council will have to find space to build 60,000 houses. There is no evidence that the Dorset Council area needs anything close to this level of housing development. The real housing crisis is the lack of genuinely affordable and low-cost social housing and this new target would do little to address that.

None of this is of the Council's making, but if implemented, such high numbers of new housing could be deeply damaging to Dorset's unique environment and countryside, put further pressure on our constrained infrastructure and services, and, ultimately, degrade Dorset's economy which is largely based on agriculture and tourism.

Such high numbers are completely unrealistic. Developers have never built more than 1350 homes per year – barely a third of the required new target. Failing to meet the target would mean defaulting on the five-year housing supply, handing back planning control to the developers who would pick and choose those greenfield developments with the highest profit.

Of course there are ways in which such high housing numbers could, theoretically be met. We could add to the endless urban sprawl around our larger towns with horrible consequences for services and infrastructure; we could force every village to double their size and clog up our rural road system, we could even develop some new towns, but where would they be located, who would buy the houses, where are the jobs and what about the investment required?

Instead, we urge Dorset Council to submit a local plan that puts the people of Dorset first and insist that the 10,000 building plots with existing planning permission are

actually built, prioritises the use of brownfield sites along with Dorset Council's own land, and sets local targets for affordable and low-cost social housing.

Such a plan would not meet the government's new housing target but it would address the core housing issues in Dorset, be environmentally sustainable and preserve what makes this county so special. It would also prevent resistance from almost every environmental and social organisation and almost every community, town and parish council.

So, the question for Cllr Shane Bartlett is: are you prepared to put Dorset first and push back against the Government's damaging, unnecessary and downright absurd housing targets ?

Response by Cllr S Bartlett

The Government's revised housing targets were published as part of a wide-ranging planning consultation this year and Cabinet agreed this council's response in September. We objected to the proposed housing targets, which would increase the Dorset target to 3,230 homes a year, on the grounds that they were undeliverable and would cause harm to Dorset's environment. The consultation period has now closed and we await the Government's conclusions.

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Full Council

5th December 2024

Questions submitted by Councillors

Question 1 – submitted by Cllr S Flower

Cabinet Update 10 October Full Council We have fixed the five -year land supply position

The Planning Inspectorate has apparently reviewed the Dorset Council position and concluded that we could just about demonstrate a 5-year land supply again against our needs target, which is welcomed as it gives weight to our Local Plan Policies enabling us to determine where development goes and so protect our green belt and other undeveloped land against inappropriate development.

However, a note of caution. With a 5.02-year supply, this position is extremely precarious. There are concerns across both the private and corporate sectors regarding the extended times being taken to deal with even the most basic planning applications for new homes.

Service delivery performance was high on the agenda during the first five years of this council, and we are now seeing the rewards of that. However, anecdotal evidence since May 24 seems to suggest that unnecessary burdensome and overly bureaucratic processes are being applied, in serial fashion, when dealing with planning applications for new homes. For example, the burden of validation requirements is way above national requirements slowing down the submission of applications and straining small house builders and businesses trying to expand, impacting on the viability of local and national house builders on the delivery of vital housing and boosting the local economy.

Whilst the statistics regarding overall performance from Development Management may appear that targets are being met, do they disguise the length of time taken to grant each planning application that involves new homes? Of the 30% or so, of applications that are not determined within their statutory timeframe, how many of those are for new homes?

From the long list of requirements in the Validation Checklist, through to the change in the scheme of delegation pushing more applications through the Planning Committee process, these factors must surely have a negative impact on our knife edge housing land supply.

We surely need more granular performance statistics to make sure the service is running at full steam across all planning application types, especially for new homes, and across all geographical areas. Having a breakdown of performance will highlight areas for improvement rather than just saying we are 'exceeding expectations' across a broad range of planning application types and areas.

There have also been concerns from applicants about a notable increasing number of requested for extensions of time. This is of concern due to the inevitable increase in process costs in determining planning applications and the inevitable impact on the delivery of much needed additional housing in the increasingly difficult market conditions.

I should add that my question is linked specifically to the process and not the performance of officers working in this service. It would seem, it's the process and application of policy guidance that's the issue, not the work ethic of our officers, which is in urgent need of reform.

Given the pressure on finances, it poses the question about the current average cost of processing planning applications for new homes which have been determined under delegated powers and those referred to planning committees for decision? I ask this question given the increased number of planning applications being referred to committee by the Chairmen of Area Planning Committees with limited justification, following policy changes introduced by the Liberal Democrat administration after the May Local Elections.

So, my question is. What action is being taken by the Liberal Democrat administration to maximise the on-time determination of planning applications, whilst the council has the benefit of a 5-year housing land supply. Noting of course the risk of not doing so will cause Dorset to see planning decisions by appeal with inappropriate housing development in our green belt and other undeveloped land ahead of Dorset Council publishing its first Dorset-Wide Local Plan.

Thank you, madam chairman

Response by Cllr S Bartlett

As set out in the member's question, the Planning Inspectorate confirmed in September this year that Dorset Council can demonstrate a Housing Land Supply of 5.02 years. The Inspector's Report states that the Council is entitled to rely on this position until 31 October 2025, in accordance with national planning policy and guidance, and the statement is a material consideration in the determination of applications and appeals.

However, it is also correct that the supply is only just over five years. If the nationally proposed increases to housing targets come into effect, then at the end of the fixed period (after 31 October 2025), the Council will have a very much reduced housing land supply, until the adoption of the new local plan. As such, we need to consider the benefits of providing housing alongside other benefits of a scheme, and any adverse impacts, in making decisions on applications for housing and may consider that some developments should be approved despite being contrary to policies in the current local plans.

As members will be aware, the planning service has worked to significantly improve the proportion of non-major applications which are determined within 8 weeks since the formation of Dorset Council in 2019.

Whilst the Council does seek to minimise the use of extensions of time in general, there are cases where these can be mutually beneficial to the Council and applicants. For example extensions of time can be used to allow for submission of amended plans which may overcome potential reasons for refusal, and which may improve the overall quality of the development; and to allow completion of section 106 agreements to secure financial contributions and other obligations which are required to make the development acceptable in planning terms. The Council has very clear guidance on our approach to negotiation on amended plans to minimise unnecessary delays to applications.

In some cases, extensions of time are also used to allow time for referral to the planning committee where this is required following the scheme of delegation. The Council updated the scheme of delegation in July this year, but it remains the case that most applications are determined by officers under delegated powers. 97% of applications were determined under delegated powers in Quarter 2 this year, which is broadly comparable with the quarterly figures over the past 2 years (between 96% and 98% of applications determined under delegated powers).

The Council is taking a number of steps to support timely decision-making and facilitate housing delivery:

- The validation checklist sets out the information required to be submitted with a planning application. The current validation checklist was adopted on 1 October 2022 and has been regularly updated since then to reflect changes in national legislation and local requirements. The checklist is now due a further, comprehensive, review, and officers will be undertaking this review in the coming months. The aim of the review will be to identify any opportunities to streamline the information requirements, whilst still ensuring that sufficient information is submitted at the outset to enable proper consideration and assessment of each planning application, and to avoid delays at the decision-making stage due to missing information.
- The Council offers a comprehensive pre-application advice service, which can help identify issues at an early stage, which can then be addressed before an application is submitted, hence facilitating prompt decision-making at the application stage. Officers promoted the benefits of using the pre-application advice service at a recent virtual agents forum, attended by around 200 planning agents who operate across Dorset.
- The Council has submitted six sites through the New Homes Accelerator Call for Sites, seeking expertise, assistance and resources from Government to help overcome barriers to delivery of homes.
- The Council is using funding secured through the Local Nutrient Mitigation Fund to deliver nutrient mitigation credits in the Poole Harbour catchment, helping to bolster the supply of credits in this catchment and therefore enabling planning

consents to be issued with pre-commencement conditions to ensure nutrient mitigation is provided before development starts on site. Officers are currently working towards the release of the first Dorset Council nutrient mitigation credits early in 2025.

- Officers will also be reviewing sites currently included within the 5-year housing land supply to identify any barriers to delivery of housing on these sites, and any actions the Council may be able to take to help facilitate successful delivery.

Question 2 – submitted by Cllr B Goringe

My ward, St Leonards & St Ives, has a population of 7600 residents, a higher population than towns such as Wareham, Beaminster, and Sturminster Newton. It also has the highest age range of residents over 66 years which at 39%, higher than the Dorset Average of 29%.

Our only bus service, No. 38 More bus, which runs from Ringwood to Ferndown, is crucial for an ageing population who don't have cars or driving licences. We also don't have an active Doctor's surgery in the ward.

Currently the last bus leaves Ferndown at 13:10 and Ringwood at 13:50 than the bus goes on to be used as the school run.

My residents who need to visit Poole or Bournemouth hospitals or their doctor's surgeries in either Ringwood or Ferndown and have afternoon appointments have no way of getting back home from Ferndown or Ringwood by bus. Their only option is a taxi at a cost of about £15 or to walk. The distance from Ferndown is nearly 4 miles or from Ringwood over 2 miles and at this time of the year this would be in the dark.

What are your plans to extend the No. 38 bus to say, 5pm, which will allow residents to get home safely.

I note that Dorset Council are about to receive or have received a government grant of 3.8 million for buses and travel. Can the Portfolio Holder for travel allocate some of these monies towards extending the No 38 bus service to 5pm Monday to Friday to allow my elderly residents to get home safely

Response by Cllr J Andrews

Dorset Council welcomes the additional bus funding announced by central government. We are awaiting the offer letter to set out the conditions on how this money can be spent.

This funding will help us to deliver improved bus services and infrastructure aligned with our new council plan priorities and strategic bus priorities set out within the Bus Service Improvement Plan. However, the £1.3m revenue funding and £2m capital is only a small part of what we will require to transform the bus network across Dorset.

We are working closely with our local bus operators to make improvements. The 38 is a commercial bus service and any changes will need to be discussed and agreed with the bus company who operate this service.

I have set up a Public Transport EAP and this cross-party group will be reporting its recommendations to the Place and Resources Overview Committee in 2025, once it has completed its review work.

Question 3 – submitted by Cllr L O’Leary

In May the then fresh faced new cabinet member came down to Littlemoor to meet myself and Cllr Dickenson to discuss the issue of congestion along Littlemoor road. Now a badly placed island crossing has made the issue even worse. Can the cabinet member give me an update on plans to help solve this growing issue?"

Response by Cllr J Andrews

The pedestrian refuge island crossing installed as part of the Lovells development to the north of Littlemoor Road is well placed to promote sustainable transport from the development. The crossing is on the pedestrian and cyclists desire lines from the development to access the local services and beyond. The locations were assessed during the planning process and have received planning permission. The crossings are uncontrolled and located to maintain lane widths along Littlemoor Road. The only impact on vehicular traffic is when a driver chooses to slow or stop to allow a pedestrian or cyclist to cross the road.

The development also benefits from a Travel Plan to promote sustainable travel modes to the new residents.

Question 4 – submitted by Cllr J Somper

Following the recent storms and high rainfall across my ward, I saw homes being flooded, erosion of riverbanks, and significant disruption to residents and road users.

It is clear that changing weather patterns will exacerbate these issues in the future, underscoring the urgent need for expertise and robust flood defences. This is not merely a matter of responding to immediate crises but of proactively safeguarding our communities against further harm.

My question for the Cabinet is regarding the prioritisation of budget allocation. Can assurances be given, not only to the residents I represent but also to those across the county who have faced similar challenges, that sufficient funding will be allocated to support communities severely affected by flooding? Additionally, I urge consideration of significant investment in long-term flood mitigation measures to protect villages such as Shroton and Fontmell Magna from the increasingly frequent and severe flooding events we are witnessing.

Response by Cllr J Andrews

The primary source of capital funding for reducing the risk of internal flooding to residential properties is via individual bids to Defra. Some named storms may attract central government funding via Flood Recovery Grants, but this also tends to be focused on more urban areas which have higher numbers of properties affected.

A viable and sustainable flood scheme needs to be identified, which is a challenge for the more rural communities which have relatively small numbers of dispersed affected properties with complex multiple flooding sources. Homeowners can look to protect their own properties by installing property flood resilience measures such as doorway flood boards, water resistant doors, vent covers and fixed pumps.

Our Flood Risk Management Team has a role in investigating flooding incidents and identifying sustainable flood risk reduction measures to support long term community resilience. Flooding in rural areas can be complex and needs careful assessment by working with other organisations. Sources can range from groundwater, surface water, blocked watercourses, or a combination thereof.

In relation to highways, the majority of funding for improvements to highway infrastructure comes from central government through the Department for Transport. Full details of Dorset's Highway funding allocation are expected following the government's Spring statement. We anticipate an increase in funding levels, with climate resilience being a factor in that additional funding.

Question 5 – submitted by Cllr P Brown

Can the portfolio holder reassure me, the Council and, most importantly, our rural communities that not a single inch of Dorset Council's County Farms will be sold off?

Response by Cllr R Biggs

Thank you for the question this council recognises the very important role that the County Farm Estate has provided over 100 years in giving generations of new Dorset farmers a pathway to farming opportunities that may have been unavailable through conventional routes. I would also add that it is clear to me that the estate has been underinvested in leading to a backlog of maintenance issues hence the requirement for a detailed holistic review.

This asset class review of the council's farm estate in line with the approach set out in the newly adopted strategic asset management plan (approved by cabinet in October 2024) and is currently being undertaken. This will enable the consideration of current and alternative uses for all assets within the farm estate, ensuring the council is making best use of its farm estate and seizing opportunities to maximise financial and social return. The asset review process examines the cost and condition of the asset, with a key focus on the council's key priorities – providing high quality housing, growing our economy, communities for all, and responding to the climate and nature crisis.

A wide range of data is collated and analysed, including premises costs, tenure review, valuation, energy efficiency and carbon data, development potential and condition of the asset. Where the condition of an asset is poor and requires significant investment to ensure it is fit for purpose, it may be pragmatic to dispose of the asset and invest the capital into the remaining farm estate.

The asset review will result in a farms strategy for consideration by cabinet. The strategy will guide future decision making in relation to the farm estate. The Cabinet will take due regard to observations from the panel members of the reformed County Farms Advisory Panel who will meet in January to look at initial findings.

Question 6 – submitted by Cllr V Potheary

We have been made aware that the Government Transport Secretary has allocated £83 million in funding into 2026 for the South West Councils.

The investment is said to ensure better bus services across the South West, for enhancing popular routes, protecting rural services and increasing bus use for shopping, socialising and commuting. It was also said that every region in England will

benefit from the funding, but those areas which have been historically underserved are being particularly prioritised.

The South West allocation has been divided up as follows:

BCP	£ 6,016,436
Cornwall	£ 10,589,782
Devon	£ 11,615,699
Dorset	£ 3,815,959

To say that I was incredibly disappointed to read that Dorset Council has only been allocated £3.8million from the scheme is an understatement.

We all know that it costs far more to deliver any service in the rural areas and I wonder if anyone from our council has challenged the paltry sum that we will receive, in comparison to Devon's £11,616,699, a County very similar to ours in its rurality.

In Gillingham we are extremely fortunate to be on a main line railway station from London to Exeter. But, having arrived in the town, you are faced with very limited onward travel options. There is no service at all to Shaftesbury on Saturday or Sunday – to the jewel of tourism in the North of the county!

On weekdays you can travel to Shaftesbury and from there take the bus to Salisbury or Blandford Forum. From Blandford you can change bus and travel to the County town – although it's worth saying that it's almost impossible to do the return journey in the same day!

Occasionally we have buses arrive in Gillingham from Wiltshire – looking after their residents, who live over the border.

Most villages in the far north never see a bus – only school buses. There are no buses for work, or buses for further education.

Question

I would like to know the bidding criteria by which the money was allocated between the counties and how we only received such a miserly sum of £3.8 million – out of a total of £83 million? Furthermore, please could I receive assurances that this funding will see a real and tangible benefit to Gillingham, and the eight villages that I, and others, represent?

Lastly, In light of our devolution proposal I would like reassurance that this sort of situation will not/cannot happen in the future!

Response by Cllr J Andrews

The allocation of £3.8 million has not been received as a result of a bidding process, but has been allocated to authorities according to a national needs based formula. The details of the formula have not been provided to us. As with other formula-based allocations, Dorset fares badly in relation to other neighbouring authorities. This issue has been raised repeatedly through elected members and senior officers with Government including during a session with the Transport Select Committee on 25th January 2023 where Cllr. Ray Bryan gave evidence. We will make a commitment to continue to raise the issue of fair funding for Dorset.

The consultant reviewing authorities' Bus Service Improvement Plans recently praised Dorset's revised plan. However, the content of the BSIP does not currently influence the amount of grant received through the formula process. The BSIP sets out our ambitions for improved bus services and infrastructure across Dorset. The £3.8 million will be used to improve the bus network using the priorities identified in the BSIP. We are engaging operators as part of our Enhanced Partnership to deliver the elements of the BSIP that will provide most benefit to residents in the long term.

Question 7 – submitted by Cllr B Quayle

In 2021, following an alarming amount of local wildlife fatalities, I was approached by a local wildlife organisation regarding warning signs being installed to raise awareness. Unfortunately, I was advised that permission was needed by Central Government before Dorset Council would be able to facilitate such a policy.

Dorset Council received authorisation giving the council regulatory permission to use the small wild animals' signs from the Secretary of State for Transport on the 22nd of December 2023. Given that Dorset Council has declared a Nature Emergency, and considering that several local animal welfare organisations have offered to cover the installation costs, can the Cabinet Member for Highways clarify why a policy has not yet been established to allow the installation of hedgehog signs on the highway?

Response by Cllr J Andrews

Thank you for the question and the opportunity to reinforce my commitment to the Council's Nature Emergency declaration.

On December 22, 2023, Dorset Council received regulatory permission from the Secretary of State for Transport to use 'small wild animals' signs under sections 63 and 65 of the Road Traffic Regulation Act 1984.

This authorisation permits the Council to erect these signs with the primary objective of improving road safety and contributing to wildlife preservation by alerting drivers to the presence of small wild animals, such as hedgehogs, in certain areas.

As the Council has a prescriptive power to use these signs, a distinct policy is not required. However, we do need to adopt a strategic approach to implementation involving Town and Parish Council's and local animal welfare organisations. We must ensure that there is adequate balance and control to enable the correct sites to be identified and prioritised, and to comply with the aspirations of the Council's Rural Roads Protocol. When considering any sign, we need to conserve the outstanding quality of Dorset's landscape and settlements, while delivering a safe and convenient highway network.

A trial of the new hedgehog signage has been undertaken, with signs erected in Lyme Regis. Following on from the trial, the criteria for wider implementation of small animal signage is being prepared, ready for more signs to go up in the new year.

Question 8 – submitted by Cllr B Quayle

The Royal British Legion estimates that over 10,000 local benefit awards per year involve military compensation, with four out of five councils treating this compensation as income.

Could the responsible cabinet member confirm if Dorset Council delivers any local benefits or grants that consider military service compensation when determining eligibility? If so, which local benefits or grants, and is there any intention to revisit these policies?

Response by Cllr S Clifford

The question from Cllr Quayle asks if Dorset Council considers military service compensation when determining eligibility for local benefits or grants, and if there are plans to revisit these policies.

I can confirm that:

- **Council Tax Support:** we fully disregard War Pensioner Income/compensation under this scheme, which is reviewed annually.
- **Housing benefit** is administered by our revenue and benefits teams on behalf of the Department for Work and Pensions (DWP), with assessment criteria set at a national level, not locally.
- **Discretionary Housing Payments (DHP):** Funding is limited and provided largely by the DWP. Applications are assessed on a case-by-case basis, considering all household income, including military compensation, measured against household expenditure. Discretion is applied by our assessment teams and policy reviewed on a regular basis.
- **Disabled Facilities Grants:** The statutory criteria is also set at a national level which means that means testing includes some military compensation benefits.

However, the Council has discretion and plans to exclude Military Compensation Awards from future assessments./.

- **Housing Allocations Policy:** Excludes lump sum payments received by Armed Forces members as compensation for injury or disability from the financial resource limit.

Question 9 – submitted by Cllr B Trite

Since

(1) the high demand to attend the public inquiry into the Sandbanks Ferry Company's increased charges application has been given as the reason for the inquiry being re-located away from Studland Village Hall; and

(2) the new venue selected for the revised date is in Poole rather than in Purbeck; while

(3) the people who will clearly be most disadvantaged if the application is successful are mainly resident in Purbeck;

will Dorset Council apply its best efforts to having the public inquiry moved back into Purbeck, where there are at least four venues of a suitable size and quality to facilitate the inquiry, even in the unlikely event that a further postponement of the inquiry's commencement were necessary?

Response by Cllr J Andrews

Officers are working closely with Swanage Town Council, BCP and local Parish Councils responding to the Sandbanks Ferry Inquiry. Representations have been made to the Inspector regarding the location of the public inquiry. The Inspector requested that the applicant find a suitable venue and explore several of the venues proposed by the local community, including the Mowlem Theatre, Baptist Church and Springfield Hotel. For operational reasons these have been deemed unsuitable for an inquiry of this size and nature.

The public notice has now been issued and confirms that the inquiry will commence at 10am on Tuesday 21st January 2025 at the Poole Harbour Commissioners Terminal North Lounge. An evening session is being held on Wednesday 22nd January 2025 commencing at 6.30pm in the Springfield Country Hotel in Wareham. I'm also advised that all Inquiry sessions will be live streamed, and recordings will be available for subsequent viewing.

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Recommendation to Full Council 11 February 2025

From Cabinet of 28 January 2025

Budget and Medium-Term Financial Plan Strategy Report (MTFP)

For Recommendation to Council

Cabinet Member and Portfolio:

Cllr S Clifford, Finance & Capital Strategy

Local Councillor(s): All

Executive Director:

A Dunn, Executive Director, Corporate Development

Report Author: Sean Cremer

Title: Corporate Director – Finance and Commercial

Tel: (1305) 228685

Email:

Report Status: Public

Recommendation:

- (a) That the revenue budget summarised in Appendix 1, be agreed.
- (b) That the increase in general Council Tax of 2.9953% and 1.9969% in the Social Care Precept, providing a Band D Council Tax figure for Dorset Council of £2,101.05; an overall increase of 4.9921%, be agreed
- (c) That the Council Tax base of 160,793 Band D equivalent (186,917 households in total) agreed by the S151 Officer earlier in this budget setting process, be noted.
- (d) That the continuation of the unchanged scheme of Local Council Tax Support, and the revised income tables following the Department for Work and Pensions (DWP) uplift of benefits by 1.7%, be noted.

- (e) That the Capital Strategy set out in Appendix 3 and the changes to the programme contained within the appendix, be approved.
- (f) That the Treasury Management Strategy 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, the report be noted.
- (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, as set out in Appendix 6, be agreed.
- (j) That the recommendations 1 – 5 from 4 December 2024 Harbour Advisory Committee meeting regarding fees and charges, budget and asset management plans, as set out at Appendix 7, be agreed.
- (k) That a transfer of £5.1m reserves to a ring-fenced reserve to support the Dedicated Schools Grant Safety Value program as reported in section 13.42, be approved.

Appendices

Appendix 1 – Report to Cabinet of 28 January 2025 – Budget Strategy and Medium-term Financial Plan (MTFP). The appendices included within the Cabinet report are referred to in the recommendations above and detailed below.

1. High-level consolidated revenue budget summary and directorate budget summaries
2. Council Tax resolution (to follow)
3. Capital Strategy 2025-2030
4. Treasury Management Strategy 2025/26
5. Climate Wheel
6. Response to the issues raised by the scrutiny committees
7. Harbours Advisory Committee budget proposals for 2025/26
8. Proposed fees and charges for 2025/26 (*including appendix 8b addendum as agreed by Cabinet of 28 January 2025*)

Background papers

[Medium term financial plan and budget update to Cabinet 19 November 2024](#)

Cabinet

28 January 2025

Budget and Medium-Term Financial Plan Strategy Report (MTFP)

For Decision

Cabinet Member and Portfolio:

Cllr S Clifford, Finance & Capital Strategy

Local Councillor(s):

All

Executive Director:

A Dunn, Executive Director, Corporate Development

Report Author: Sean Cremer

Job Title: Corporate Director – Finance and Commercial

Tel: (01305) 228685

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Report Status: Public

Brief Summary:

This report sets out proposals for Dorset Council's 2025/26 revenue and capital budgets and summarises the Medium-Term Financial Plan (MTFP), which covers the following four years to 2029/30. The report also includes the Capital Strategy and the Treasury Management Strategy.

The budget proposals are built around the priorities identified in the Dorset Council Plan and were considered by the Dorset Council Scrutiny Committees on 16 and 17 January 2025. This paper contains details of Cabinet's responses to the matters raised by those committees.

This paper also provides an update on funding announced in the Local Government Finance Settlement issued on 18 December 2024.

A summary of the key components of the budget is as follows:

The Council is proposing a net budget for 2025/26 of £417m which is an increase of £40.5m from 2024/25. In setting the budget the Council is facing rising cost of service delivery of £85m, which has been met through identifying £44.6m of savings, efficiencies, grants and income and £40.5m of increased funding, mostly reliant upon changes to Council Tax.

Rising cost of service delivery includes £34m of increasing need within Adults & Housing and Children's driven by increasing numbers of people from the communities needing to access council services to receive vital support. The Governments change to employer National Insurance Contributions is forecast to cost an additional £6m and discontinued Government Grant changes have also resulted losing funding of £5m.

Savings and efficiencies include new service grants and income £12m, managing and meeting need differently £14m, as well as reducing 3rd party spend of £3m and operating more efficiently as a Council £14.4m.

Recommendations:

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 2.9953% and 1.9969% in the Social Care Precept, providing a Band D Council Tax figure for Dorset Council of £2,101.05; an overall increase of 4.9921%;
3. to note the Council Tax base of 160,793 band D equivalents (186,917 households in total) agreed by the S151 Officer earlier in this budget setting process;
4. to note the continuation of the unchanged scheme of Local Council Tax Support and note the revised income tables following the Department for Work and Pensions (DWP) uplift of benefits by 1.7%;
5. the Capital Strategy set out in Appendix 3 and approve changes to the programme contained within the appendix;
6. the Treasury Management Strategy set out in 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 by the scrutiny committees as part of the budget scrutiny process (Appendix 6);
10. recommendations 1-5 from the 4th December 2024 Harbours Advisory Committee meeting regarding fees and charges, budgets and asset management plans (Appendix 7);
11. To approve a transfer of £5.1m reserves to a ring-fenced reserve to support the Dedicated Schools Grant Safety Valve program as reported in section 13.42.

1. 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.

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 operating environment for Local Government remains extremely challenging, and the risks therefore remain high for all local authorities as we aim to deliver value for money and financial sustainability with a lack of clarity over multi-year funding. This risk is somewhat crystallised with the Local Government Finance Settlement (LGFS) for 2025/26 whereby a number of grants have been ceased, leaving Councils like Dorset with limited time to revise budget options to ensure a balanced budget can be set.

- 6.3 Section 13 of this report shows the impact of the changes which are part of the Governments move towards reforming local government funding. The loss of grant funding for Dorset through this settlement further increases the risk over the medium term.

- 6.4 The Council is currently forecasting an overspend in 2024/25. The Quarter 3 financial management report provides analysis of that estimate and is a separate item on the same Cabinet agenda as this report.
- 6.5 The **provisional** Local Government Finance Settlement was published on 18 December 2024 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. The final settlement is expected in February, a few days before the Full Council meeting.
- 6.6 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. The recent policy statement from government has stated the intention to implement reform to local government financing and will begin to reform funding through a multi-year settlement in 2026/27.
- 6.7 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 2025-2030 (for the Cabinet and Council reports)
4. Treasury Management Strategy 2025/26 (for the Cabinet and Council reports)
5. Climate Wheel
6. Response to the issues raised by the scrutiny committees (for the Cabinet and Council report)
7. Harbours Advisory Committee budget proposals for 2025/26
8. Proposed fees and charges for 2025/26

9. Background papers

[Medium term financial plan and budget update to Cabinet 19 November 2024](#)

10. Introduction, context and priorities

- 10.1 The new Dorset Council Plan was agreed by Full Council on 5th December 2024. The plan is underpinned by four key priorities for 2024-2029 and details the steps that will be taken to deliver our vision: Working together to create a fairer, more prosperous and more sustainable Dorset for current and future generations.
- 10.2 The four strategic priorities are:
 1. Provide affordable and high-quality housing
 2. Grow our economy
 3. Communities for all
 4. Respond to the climate and nature crisis
- 10.3 More information about the [Dorset Council Plan 2024 to 2029](#) is available on the Council's website.

11. Core budget assumptions

- 11.1 Since 2021, inflation has proven extremely volatile, which continues to mean it can be extremely difficult to accurately estimate how current and future inflation and other global events will impact local authorities. As 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 and are in addition to the base budget that was built for 2024/25.
- 11.3 The approach to inflation for 2025/26 has been to include pay inflation of 2% and to add general inflation of 2%. This is in line with the latest CPI figures. To maintain this, 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 or changes to income and grants. A summary of key changes assumed as part of setting the 2025/26 budget is shown in the table below.

Variable	Latest Assumption 2025/26
Council tax increase	<3%
Council tax base growth (includes second homes)	4.51%
Social Care Precept	<2%
Business rates growth	6.53%
Pay award	2.00%
General inflation	2.00%
Increase in fees & charges	2.50%
Employer pension contribution	0% +£250k

12. Fees and charges

- 12.1 An average increase in fees and charges income has also been estimated at 2.5%, 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 2.5%. 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.

13. Provisional Local Government Finance Settlement

- 13.1 The [Local Government Finance Settlement for 2025 to 2026](#) was published on 18 December 2024. It followed the publication of the [Local Government finance policy statement](#) on 28 November 2024 that set out the Government's intentions for the Local Government Finance Settlement for 2025/26.
- 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.

Core Spending Power (CSP)

- 13.3 The Government has announced that Local Government Core Spending Power (CSP) has been increased by an average of 6%.
- 13.4 This equates to a national CSP uplift of £3.902bn, of which 55% 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., Better Care Fund, Children's Social Care Prevention Grant
 - 4) Other grants - un-ringfenced grants e.g., New Homes Bonus etc.

13.6 Analysis undertaken by LG Futures has identified that, where CSP increases by an average of 6.0%, nationally this consists of £1.743bn (47%) of additional grant and £2.158bn (53%) in additional Council Tax.

13.7 This means the only way to realise this **full** uplift of 6.0% 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.

Source:

[Core Spending Power table: provisional local government finance settlement 2025 to 2026 - GOV.UK](#)

Dorset Council Core Spending Power (CSP) changes

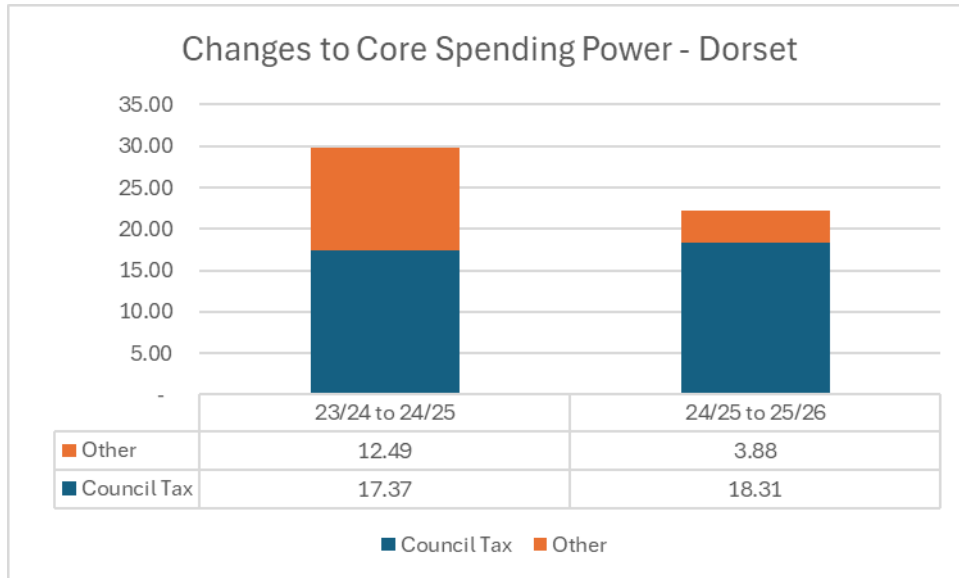
13.8 The table below sets out year-on-year changes in the published CSP figures. The settlement was broadly in line with our expectations.

Component	Illustrative Core Spending Power of Local Government:	2024-25 £ m	2025-26 £ m	Change £ m
Core	Settlement Funding Assessment	48.3	49.7	1.5
Core	Compensation for under-indexing the business rates multiplier	9.7	10.3	0.5
Council Tax	Council tax requirement excluding parish precepts ¹	307.9	326.2	18.3
Social Care	Local Authority Better Care Grant ²	12.5	15.4	2.9
Grant	New Homes Bonus	0.9	3.2	2.3
Grant	Rural Services Delivery Grant	3.2	0.0	(3.2)
Social Care	Social Care Grant	29.7	34.3	4.6
Social Care	Market Sustainability and Improvement Fund ⁵	7.5	7.5	0.0
Social Care	ASC Discharge Fund ²	2.9	0.0	(2.9)
Grant	Funding Guarantee	1.5	0.0	(1.5)
Grant	Services Grant	0.3	0.0	(0.3)
Grant	Domestic Abuse Safe Accommodation Grant ⁶	0.7	0.8	0.2
Grant	Recovery Grant ⁷	0.0	0.0	0.0
Social Care	Children's Social Care Prevention Grant ⁸	0.0	0.8	0.8
Grant	Grants rolled in ⁹	1.0	0.0	(1.0)
	Core Spending Power	426.0	448.2	22.2

13.9 Dorset Council's CSP increases by 5.2%, £22.2m, of which £18.3m (83%) is reliant upon the requirement to raise Council Tax.

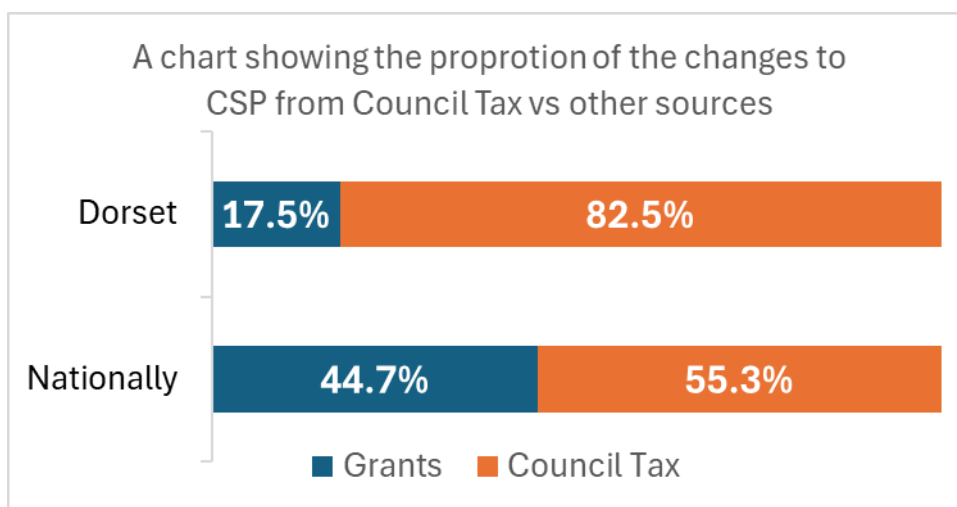
13.10 The Local Government Finance Policy Statement, and subsequent draft LGFS refers to grants such as the 'recovery grant' being targeted towards places where, weighted by population, deprivation outweighs council tax raising ability. There is also equalisation applied to the social care grant which is to equalise the impact of the distribution of the adult social care council tax precept. The methodology, and changing approach to funding means that Dorset is missing out on funding due to its relatively high Council Tax base.

13.11 When looking at the changes to CSP for Dorset from 23/24 to 24/25 and then into 25/26 the impact of the funding methodology can be seen, whereby in the first bar, the changes to CSP are much more evenly distributed between Council Tax and other funding from Government, where as the second bar, shows that 83% of CSP is reliant upon Council Tax rises.



13.12 In essence this analysis shows that grants that Dorset Council did receive in prior years which have now been removed (e.g. Rural Services Delivery Grant), the new grants announced (e.g. Recovery Grant) did not see funding flow to Dorset.

13.13 When comparing where the changes to Core Spending Power come from, Dorset compared to the national allocation further demonstrates the dependence on raising council tax.



13.14 The LGF Policy Statement set out a commitment to Local Government Finance reform. If the methodology and relative weighting of funding when setting the 2025/26 LGFS is indicative of the approach that will be taken for 2026/27 and beyond, then Dorset looks set to see further resources moved away from Dorset, and further dependence upon taking the maximum council tax rises.

13.15 The redistribution of funding repeatedly drawing funds away from Dorset will form part of lobbying in response to the provisional LGFS and ahead of the Spending Review.

Settlement Funding Assessment (SFA)

13.16 SFA is comprises of two parts:

1. the local share of business rates - £48m
2. Revenue Support Grant (RSG) - £1.7m

13.17 Members will recall that Dorset Council started to receive Revenue Support Grant (RSG) from 2023/24 financial year. For the 2024/25 settlement the amount was £698k. The RSG now has additional grants rolled into the RSG which were previously received as separate grants totalling £1.044m; Transparency code, Electoral Integrity, Tenant satisfaction measures and Extended Rights to Schools Transport.

13.18 After adjusting for grants rolled in, the total uplift on RSG is £7,729.10.

Business rates

13.19 The small business rates multiplier is being frozen at 49.9p and the standard multiplier will be uprated by Septembers CPI from 54.6p to 55.5p. 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. Dorset's allocation is £10.3m.

13.20 When setting the budget for Business Rates income 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. Dorset Council has allowed for around £6.177m increase in the business rates yield in 2025/26.

13.21 The council is also anticipating a small surplus on the business rates collection fund for 2024/25 and an estimate is factored in to the 2025/26 budget as one-off funding.

Council tax

13.22 The LGFS confirmed that the limit for a local referendum remains at 3% – so a proposal to increase Council Tax by 3% or more requires a local referendum. There is also provision for councils with social care responsibilities to raise the adult social care precept by up to a further 2%. As stated earlier in this report, the headline increase of Core Spending power is only achieved if Councils make full use of these powers to increase Council Tax.

13.23 These budget proposals include a core Council Tax increase of 2.9953% and an adult social care precept increase of 1.9969%. The proposed total increase is therefore 4.9921%, which results in an annual band D Council Tax charge of £2,101.05. This is an increase of around £1.91 per week on the 2024/25 charge. The Council Tax charges proposed for each band for 2025/26, for Dorset Council only, are set out in the table, below.

2025/26	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H
Core	£1,188.90	£1,387.05	£1,585.20	£1,783.35	£2,179.65	£2,575.95	£2,972.25	£3,566.70
Social Care Precept	£211.80	£247.10	£282.40	£317.70	£388.30	£458.90	£529.50	£635.40
Total	£1,400.70	£1,634.15	£1,867.60	£2,101.05	£2,567.95	£3,034.85	£3,501.75	£4,202.10

13.24 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 which means the for the majority of households the increase equates to less than 24.3p per day.
- 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 21,713 out of a total of 186,917 households.
- d) This includes 9,503 Pensioners on LCTS.
- e) Single Person Discount applies to 60,003 households.
- f) There are also a range of other reliefs and disregards which provide support depending on who lives in the property, e.g. 1,336 band reductions are awarded where there is a disabled resident.

13.25 Councils set their Council tax based on the number of 'Band D equivalent properties'. The Council has calculated its tax base as 160,793.0 band D equivalent properties, compared with 153,849.7 for the previous year, an increase of 4.51%. This includes the growth for the Second Homes Premium.

13.26 The council is also anticipating a small surplus on the council tax collection fund for 2024/25 and an estimate is factored in to the 2025/26 budget as one-off funding.

Core Spending Power (CSP) Grants

13.27 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 - £34.3m

13.28 Nationally, £5.9bn 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. Dorset's allocation of this grant is £34.3m. For context Dorset Council spends £233.1m on Social Care.

13.29 The uplift between from 2024/25 to 2025/26 is £4.6m. This is broken down into two elements:

1. Element used to equalise for 2% ASC precept flexibility for 2025/26 £0.097m.
2. Additional funding through existing ASC Relative Needs Formula for 2025/26 £4.5m

Local Authority Better Care Grant - £15.4m

13.23 £2.6bn in 2025/26 is being made available nationally. Funds will be pooled through the Better Care Fund (BCF) process. The Adult Social Care Discharge Grant has been rolled into this grant. This grant has not received an uplift of funding to meet inflationary pressures and remains the same as the 2024/25 allocation with the grants being rolled together.

Ringfenced grant to Market Sustainability and Improvement Fund (MSIF) - £7.5m

13.24 Nationally, £1bn in 2025/26 is being provided in a separate grant for Market Sustainability and Improvement in Adult Social Care. This grant has not received an uplift of funding to meet inflationary pressures and remains the same as the 2024/25 allocation.

New Homes Bonus - £3.2m

13.25 The New Homes Bonus will continue for one further year in 2025/26. Dorset Council's allocation is based on the number of new properties added to the taxbase. For 2025/26 the allocation is £3.24m in 2025/26.

Discontinued Grants

13.26 The following grants have been discontinued as part of the 2025/25 LGFS.

Grant	Purpose	2024/25 Value
Rural Services Delivery Grant	to provide un-ringfenced funding in recognition of the possible additional costs of delivering services in sparsely populated areas”	£3.2m
Minimum Funding Guarantee	to ensure that all local authorities in England will see a minimum 4% increase in Core Spending Power before local council tax decisions”.	£1.5m
Services Grant	to provide funding to all local authorities in England in recognition of the vital services they deliver. It will continue to be distributed through 2013-14 Settlement Funding Assessment shares.	£0.28m
Total impact of Grants discontinued		£4.98m

13.27 Loss of these grants is equivalent to a 1.5% Council Tax rise.

13.28 As mentioned earlier in the report, these grants have been used to introduce new grants (e.g. Recovery Grant) which Dorset Council has not benefited from.

13.29 Dorset Council has lost £4.98m across discontinued grant streams.

New Grants

Grant	Purpose	National Allocation	Dorset Share 2025/26
Recovery Grant	Distributed to places with greater need and demand for services (we have used deprivation as a proxy for this), and which are least able to fund their own services locally. This technical note provides a full explanation of the methodology underpinning the Recovery Grant.	£600m	£0.0m
CSC Prevention Grant	To account for differences between local authorities in the rates of activity for children and family services	£250m	£0.775m

13.30 The DfE have confirmed that Dorset Council’s Families first for children pathfinder funding will be reduced by the value received from MHCLG via the CSC Prevention Grant.

13.31 Whilst this ‘mainstreaming’ of the pathfinder funding is welcome as it will hopefully enable the benefits sought from the pathfinder programme to be replicated nationally, the reduction in funding from DfE therefore means **Dorset Council will not benefit from any of the new grants that make up Core Spending Power.**

Public sector pay

13.32 Local authority pay is negotiated nationally by the National Joint Council (NJC). For 2024/25 there was an additional £1,290 increase from spinal column 2 up to spinal column point 43, and an additional 2.5% increase from spinal column point 44.

13.33 As noted earlier, for 2025/26 the assumed pay increase is 2%, which amounts to approximately £3.9m.

13.34 The national living wage (NLW) will increase by 6.7% to £12.21 per hour from 1 April 2025. 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.

13.35 The government announced in the autumn statement that from April 2025 Employers National Insurance would increase from 13.8% to 15%. The secondary threshold will also be reduced from £9,100 a year to £5,000 a year. On the council’s pay costs this is expected to be an additional cost of £4.3m. It had been expected that this would be fully funded by the government. Whilst the financial settlement does not provide detailed figures of the compensation at the present time, it is expected that the council will not receive the full funding to meet this additional costs which will mean a shortfall to the council of an estimated £1.5m.

Dedicated Schools Grant (DSG)

13.36 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.

13.37 Dorset’s DSG provisional allocation for 2025/26 is £370m before recoupment. There are four blocks within the DSG:

- Schools Block (SB) £262.6m
- High Needs Block (HNB) £60m
- Early Years Block (EYB) £45.5m
- Central Services Schools Block (CSSB) £2m.

- 13.38 The 2024/25 Q2 DSG forecast overspend is £31.9m, of which 100% is related to the HNB, meaning spend on the HNB is 53% higher than the funding available.
- 13.39 The 2024/25 forecast overspend increases the cumulative forecast deficit to £90.3m before Safety Valve partner contributions. Adjusting for partner contributions from the DfE and Dorset Council, the cumulative deficit is forecast to be £64.9m.
- 13.40 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.
- 13.41 The following was issued as part of the LGFS:
- “The government intends to set out plans for reforming SEND system in further detail next year. This will include details of how the government will support local authorities to deal with their historic and accruing deficits and any transition period from the current SEND system to the reformed system. This will inform any decision to remove the statutory override.”*
- 13.42 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.
- 13.43 Dorset Council submitted a plan in the Autumn 2024 and the latest contact with the DfE Funding policy unit advised on 4 December 2024 that they do not yet have ministerial steer relating to the EMS programme and that an update will be provided in due course.

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 Following significant changes approved in February 2024 the current LCTS will be maintained. More information about the scheme is available here: [Council Tax Support - Dorset Council](#)

14.3 The Department for Work and Pensions (DWP) have confirmed an uplift of benefits for working age claimants by 1.7%. As set out in the policy, this means the weekly income tables used to award the agreed level of relief are revised as follows;

REVISED FROM 1/4/25	Household composition									
	SINGLE		COUPLE		1 CHILD		2 CHILD		3 OR MORE CHILD	
	FROM	TO	FROM	TO	FROM	TO	FROM	TO	FROM	TO
BAND 1 - 100%	£0.00	£94.00	£0.00	£148.00	£0.00	£173.00	£0.00	£240.00	£0.00	£306.00
BAND 2 - 80%	£94.01	£130.00	£148.01	£189.00	£173.01	£214.00	£240.01	£280.00	£306.01	£346.00
BAND 3 - 60%	£130.01	£165.00	£189.01	£229.00	£214.01	£255.00	£280.01	£321.00	£346.01	£387.00
Band 4 - 40%	£165.01	£201.00	£229.01	£270.00	£255.01	£295.00	£321.01	£362.00	£387.01	£428.00
Band 5 - 20%	£201.01	£236.00	£270.01	£311.00	£295.01	£336.00	£362.01	£402.00	£428.01	£468.00
Band 6 - 0%	£236.01		£311.01		£336.01		£402.01		£468.01	

15 Flexible use of capital receipts

- 15.1 Capital receipts are the money councils receive from asset sales, the use of which is normally restricted to funding other capital expenditure or paying off debt. The receipts cannot usually be used to fund revenue costs. The direction introduces a new restriction that authorities may not use the flexibility to fund discretionary redundancy payments, i.e. those not necessarily incurred under statute. This does not affect other types of severance payments and, to be clear, does not restrict, including pension strain costs, which may still be qualifying expenditure.
- 15.2 As part of setting out the Local Government Finance Policy Statement the Government has committed to extending flexibilities that allow authorities to use the proceeds from asset sales to fund the revenue costs of projects that will reduce costs, increase revenue or support a more efficient provision of services.
- 15.3 The LGF Policy Statement committed to extending this to 2030.
- 15.4 Flexible use of capital receipts can be used to fund the costs of some transformation. With this in mind a refresh to the Councils flexible use of capital receipts policy will come forward once more detailed business cases for the OFC programme are seeking approval.
- 15.5 The updated policy will cover the extended period up to 2030

16 MTFP process and budget development

16.1 The budget approved in February 2024 showed there was a MTFP gap, including pre-planned savings, of £50.861m from 2025/26 to 2028/29, of which £13.409m arose in 2025/26. 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 19 November 2024.

Budget gap as at 13/02/2024	£13,408,590
Adults and Housing pressures	£20,849,555
Our Future Council, Capital and LG Pension Scheme pressures	£14,813,492
Childrens pressures	£4,100,376
Place pressures	£4,085,220
Increase in Children's growth	£2,756,097
Corporate pressures	£2,489,660
Public Health pressures	£2,000,000
Reduction in grant funding	£1,570,039
Reduction in Children's savings	£1,000,000
Increase in Adults growth	£771,919
Reduction of rental income	£100,000
Increase in Corporate savings	(£311,181)
Reduction in inflation	(£344,110)
Reduce Public Health Pressure	(£1,500,000)
Reduction in Travel growth	(£2,590,000)
Increase in Adults & Housing savings	(£3,113,585)
Business rates increase/growth	(£7,584,355)
Council increase/growth (includes Second Homes)	(£17,449,872)
Budget gap as at 28/10/2024	£35,051,845

16.2 It was clear that rising demands were having an impact on the MTFP and increased the budget gap from £13m to £35m.

16.3 Over the time since then, officers have put in an enormous amount of work to identify further savings and transformation options and crucially assess the deliverability of these options to meet the council's legal duty to set a balanced budget. This information was shared with all members at informal briefing in December 2024.

16.4 As a result the budget gap to be closed as follows.

Budget gap as at 19/11/2024	£35,051,845
Adults and Housing pressures	(£5,452,583)
Central Finance pressures	£11,077,242
Childrens pressures	£1,527,202
Place pressures	£4,238,154
Corporate pressures	£504,936
Increase in grant funding	(£3,665,501)
Increase in Children's savings	(£5,134,280)
Increase in Central Finance savings	(£8,116,000)
Increase Place savings	(£8,920,396)
Increase in Corporate savings	(£5,101,089)
Reduction in Travel growth	(£396,000)
Increase in Adults & Housing savings	(£8,427,575)
Business rates increase/growth	(£2,111,958)
Council increase/growth (includes Second Homes)	(£5,073,997)
Budget gap as at 16/01/2025	£0

17 Setting a balanced budget

17.1 The November 2024 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 2025/26 and the following gaps, still to be resolved, for the following years of the MTFP. The MTFP sets out the gap based on what is known at the current time. In March 2025 the Government is expected to deliver Spending Review 2025 (SR25) which is expected to set out a multi-year settlement for Local Government for 2026. As a result the MTFP and assumptions which underpin it, will need to be updated to reflect the expected funding reform.

18.2

Medium Term Financial Plan summary						
	Previous Year Budget 2024-25 £m	MTFP Yr1 2025-26 £m	MTFP Yr2 2026-27 £m	MTFP Yr3 2027-28 £m	MTFS Yr4 2028-29 £m	MTFP Yr5 2029-30 £m
Council tax	307.876	342.014	350.559	363.765	377.474	391.697
Business rates (NDR funding)	63.976	70.153	58.271	59.145	59.145	59.145
Other grants treated as general funding	4.838	4.986	1.749	1.749	1.749	1.749
Total funding	376.690	417.152	410.580	424.659	438.369	452.591
Budget requirement	376.690	417.152	448.447	480.367	511.169	538.099
Budget gap (cumulative)	0.000	0.000	(37.867)	(55.708)	(72.800)	(85.508)

18.3 As a result of the budget proposals the directorate budgets are as follows.

	Adjusted base budget 24/25	Draft base budget 25/26	Increase/(Decrease) in base after adjustments	%
Adults & Housing + Public Health	£152,781,940	£167,346,224	£14,564,284	9.5%
Childrens	£84,854,865	£87,109,463	£2,254,598	2.7%
Corporate	£46,178,589	£44,482,412	(£1,696,177)	-3.7%
Place	£103,877,520	£108,012,827	£4,135,307	4.0%
Service Budgets	£387,692,914	£406,950,926	£19,258,012	5.0%

Central Budgets	(£11,002,666)	£10,201,379	£21,204,045	N/A
Total Budget	£376,690,248	£417,152,305	£40,462,057	10.7%

Council Tax, Business Rates and Central Grants Funding	(£376,690,248)	(£417,152,305)	(£40,462,057)	10.7%
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			£0	0.0%
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18.4 More detail on the directorate budgets is available in the next section.

18.5 Following the meetings of people and health scrutiny and place and resources scrutiny the £9m of staff savings relating to our future council have been allocated to Directorates on a proportionally pro-rata basis on headcount. These allocations will be reviewed during the course of the year as the transformation programme progresses. The value of the allocation is shown in the directorate appendices.

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 growth, savings and changes for each Directorate.

Adults & Housing Services

19.3 The net budget proposed for Adults and Housing Services is an increase of £14.564m, to £167.346m, a net increase of 9.5%.

19.4 There has been a reliance in the last two years on additional grants and NHS funding to support the increased demand and costs within Adult Social Care. This year there have been limited increases in grants and reduction in NHS funding requiring the Directorate to seek growth from within the Council. Adult Social Care and Housing have seen an increase in the number of people being supported in the last two years, in line with national trends.

19.5 Specific budget increases cover Adult Social Care packages including growth for 2025/26 totalling (£6.947m, 4.5%), right sizing packages of care and growth within 2024/25 (£11.132m, 7.3%), funding to support Housing which was funded through Capital receipts in 2024/25 (£1.5m, 1%), additional budget to support contractual increases (£1m, 1%) and pressures relating to service need including growth in the equipment service and delivery of statutory services (£0.973m, 0.6%). Adult Social Care and Housing have established transformation plans to deliver improved outcomes and greater financial sustainability to manage future demand and market sustainability continues to be developed and has been an integral part of the budget setting process. The programme looks to deliver prevention, short term care, quality, and sustainability.

19.6 Budget increases centre on two main themes for 2025/26; pressures that impact all council services, such as pay inflation, general inflation and cost of increments and pay awards (£4.552m); and specific budget increases for Adults and Housing, totalling £21.553m.

19.7 The above pressures have been offset by 2025/26 transformation savings which are detailed in appendix 1.

19.8 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.

Children's Services

19.9 The overall budget proposed for Children's Services is an increase of £2.25m, to £87.109m, an increase of 2.7%. For context, the 2024/25 increase was 9% or £6.7m.

19.10 The national Children's Services context is important to understand, predominantly involving both demand, cost increases and potential legislative changes. Dorset, through rebalancing the system with early help, Pathfinder and the five-year transformation programme are not seeing all the pressures below and is neither immune to the national context of rising demand and reducing availability of alternatives to residential children's homes, particularly involving external markets and increasing complexity.

19.11 Budget increases centre on two main themes for 2025/26; pressures that impact all council services, such as pay inflation, general inflation and cost of increments and pay awards (£2.9m); and specific budget increases for Children's services, totalling £8.9m. The main reasons for the increases centre on marketplace cost increases, increasing complexity, contract changes and increasing demand.

19.12 The Directorate's ambitious, five-year transformation plan is a key component of the 2025/26 budget, along with the Dorset Children Thrive locality model and closer working with partners from various agencies, delivering six priorities, Pathfinder, including all children and young people within Dorset having the best start to life.

19.13 This is year five of the transformation programme and the new Children's Services transformation programme (from 2026/27), reflecting the anticipated benefits of a rebalanced system focused on early help is being developed. The current transformation programme is required to deliver £4.9m in 2025/26.

19.14 Children's Services, as all the directorates within the council, identified other savings to help balance the 2025/26 budget. This is not without risk with careful planning required to avoid duplication or to push cost into the system, for example by holding Early Help vacancies and therefore not preventing escalation of need.

Families first for children pathfinder (FFCP)

19.15 On the 20 December the DfE wrote to the Council confirming the allocation for 2025/26 funding. Based on the Council's costed plan of £3.3m for 2024/25 delivery, the DfE have provided a FFCP Grant of £2.58m

19.16 This clearly falls short of the costed plan, which the DfE communication suggests that the new MHCLG CSC Prevention Grant of £0.77m is to be used to bring the Council up to the total required to deliver the costed plan.

19.17 The total Pathfinder funding envelope (£3.3m) is less than current anticipated Pathfinder costs for 2025/26, and a significant service reshape will potentially be required. This would potentially jeopardise the deliverability of other savings and Dorset's involvement with the Pathfinder project. Discussions with the DfE and MHCLG will be required to ensure the implications of this change to the funding model are clearly understood.

19.18 Transformation savings are primarily based on reducing the Children in Care cohort, as per the previous four years. This is through investing in early help to prevent escalation of need. Numbers may reduce and this may not reduce spend as costs could increase through National Living Wage increases, National Insurance changes, inflation and other factors beyond the LAs control. It is also important to recognise the external placements marketplace, as stated by the Competition Market Authority, "*prices and profits in the sector are above the levels we would expect in a well-functioning market*". The national market dynamics is largely outside Dorset's control.

19.19 The full savings table for Children's is available in appendix 1.

Place Directorate

19.20 The overall budget proposed for the Place Directorate is an increase from £103.877m (adjusted base budget for 2024/25) to £108.013m in 2025/26, an increase of £4.135m or 4%.

19.21 The main components of the budget increase are:

a)	pay related adjustments	£2.7m
b)	general inflation allowance at 2%	£1.45m
c)	increased fees and charges income	(£1.2m)
d)	service specific pressures	£9.0m
e)	service specific budget reductions	(£5m)
f)	grant changes	£0.541m
g)	other changes	£0.271m

19.22 Within the service specific pressures, the significant numbers are as follows:

a)	Dorset Travel growth incl. SEND transport	£2.318m
b)	Additional property Repairs and Maintenance requirements	£2.0m
c)	Realignment of Assets and Property budgets	£1.456m
d)	Realignment of waste budgets	£1.3m
e)	Highways projects	£0.384m
f)	Digital Place strategy	£0.374m

- g) Cessation of DFE funding for joint use leisure centres £0.288m
- h) Cost pressure for dealing with Planning enforcement £0.240m

These are explored in more detail below.

Dorset Travel

19.23 Dorset Travel budgets – and in particular, SEND Transport – has been subject to significant national problems in recent years which have been well documented. Since the pandemic, cost increases have increased by 20% to 30% in this sector nationally, largely due to driver shortages and fuel costs. The current year budget was uplifted by £12m to reflect this situation, and is currently projected to remain within budget, with spend to year end expected to be in the region of 12% higher than the previous year. Whilst this rate of cost increase is significant, and considerably above the inflation rate, it is the lowest increase in recent years, as can be seen in the table below.

Growth in Spend year on year			
Financial Year	Actuals £'m	Increase on previous year £'m	Increase on previous year (%)
2021/22	24.57	2.399	11%
2022/23	30.554	5.983	24%
2023/24	34.679	4.125	14%
Q2 Forecast – 2024/25	38.855	4.176	12%

19.24 This makes accurate budget setting for future years very difficult. There are two considerable risks to this budget line going forward:

- Vehicle fuel has returned to more stable levels, this is likely to remain volatile as the price fluctuates based on international factors such as the ongoing global conflict in many of the countries in the oil supply chain.
- The effect of the increase in Employers National Insurance on the provider market.

19.25 There is concern about the potential for worsening prices, based on evidence sighted at Dorset Council as well as national observations by organisations such as the Society of Unitary Treasurers.

19.26 After careful consideration of the above, budget growth of £2.318m has been included in the proposed budget. This is a reduction from an original assumption of £5.4m growth, an estimate that was calculated before seeing the improvements in the current year, with further improvements expected to be reported in Quarter 3 of 2024/25.

Additional property R&M requirements

19.27 The proposed budget includes an increase of £2m in the property R&M budget. This work is needed to keep property safe and legal and was identified in the survey work and assessments done as part of the “Compliance” programme. The original budget was not sufficient to ensure that the Council’s estate was kept in a safe and compliant condition.

DfE funding

19.28 Joint use leisure centres are partly funded by the Department for Education (DfE). In the current year, DfE has reduced its financial contribution and indicates that it will continue to reduce the funding going forward. Therefore, assuming that operating costs remain the same, Dorset Council could be facing a shortfall of circa £289k 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.

Planning Enforcement

19.29 A one-off sum of £0.240m is included in the proposed budget for dealing with a backlog of Planning enforcement issues. This arises following the review of Planning enforcement as part of the agenda for Place and Resources Scrutiny Committee 24th October 2024.

Place – savings

19.30 Savings are included in the budget proposals. A full list is included in appendix 1. The savings can be summarised by type as follows:

Increased income	-2,039,000
Reduction in staffing	-845,500
Change in service delivery	-788,000
Reduction in third party spend	-876,000
Reduced assets costs	-415,000
Reduced miscellaneous expenditure	-78,000
Reduced grants expenditure	-20,000
Total Place net budget savings	-5,061,500

19.31 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) The proposed budget includes a vacancy factor of £1.567m. Achievement of this saving will be subject to the ability to pause recruitment sufficiently long enough to achieve vacancy targets. This might equate to holding circa 33 posts vacant all year.
- e) Income uplifts are not always achievable where there are existing contractual/legal arrangements which conflict.
- f) Limiting inflation uplifts to 2% across the board may not always be achievable.

Public Health Dorset

19.32 Public Health Dorset has been a shared service established to provide public health functions to the two unitary authorities, Dorset Council and BCP Council. From 2025/26 two separate Public Health teams will exist supporting each of the local authorities.

19.33 To fulfil statutory duties to improve health and wellbeing, and reduce inequalities in health, Dorset Council receives a ring-fenced grant from the Department of Health and Social Care. The grant must be used to provide mandated public health services. The grant can also be used to support wider interventions to improve health and wellbeing.

19.34 Dorset Council retains part of the grant to enable services which are delivered by other council services in line with the grant conditions.

19.35 At this stage the grant allocations for 2025/26 have not yet been announced and we are working on the assumption that it will remain the same as 2024/25. The new interim structure for the Dorset Council team has been costed and is affordable within the Grant we will receive in 2025/26, as are the current contract commitments. Additional funding in 2024/25 and 2025/26 has been provided by the Department of Health and Social Care to mitigate the potential pressure from NHS pay awards which are passed through in contracts.

Corporate Services

19.36 The overall budget proposed for the Corporate Directorate is a decrease from £46.179m (adjusted base budget for 2024/25) to £44.482m in 2025/26, a decrease of £1.696m (-3.7%).

19.37 The budget proposals include:

- a) baseline increase of £2.1m, this is largely related to pay, NI, pension and inflationary changes.
- b) service specific budget pressures of £1.6m, in the main this relates to contractual price increases, cyber security improvements and reductions in some income streams.
- c) service specific savings of £2.6m, these include plans for service reviews, centralisation and automation of processes together with income generation initiatives.

Further details are identified in Appendix 1.

19.38 The Corporate Directorate consists of Finance & Commercial, Human Resources, ICT Operations, Strategy, Performance & Sustainability, Transformation, Customer & Cultural Services and the Legal and Democratic Services teams.

19.39 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., Customer Services, Libraries Service, 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.

20 Transformation and savings opportunities

20.1 When setting the 2024/25 budget a savings requirement of £8.6m was approved. It was recognised at the time of budget setting that achievement of these savings in year would be challenging, so a specific earmarked reserve was established to underwrite that risk. It is currently anticipated that this reserve will be fully utilised in 204/25.

20.2 As part of setting the 2025/26 budget a saving of £10m is required from the Our Future Council transformation programme. A recent report to the [Joint Overview Committee 9 January 2025](#) section 9 of the report identifies that a £10m recurrent revenue saving will be delivered through reducing spend on employees by £9m and reducing third party spend by £1m. The £9m staffing reductions will be notionally split proportionally across directorates.

20.3 As part of setting the budget £3m has been indicatively allocated towards permanently fund the existing and emerging investment required to deliver the transformation plan, which is expected to include technology and resource investment.

20.4 The business case for delivery is on the same January Cabinet agenda as this report, and so more information is contained within that report.

20.5 The focus on delivering the £10m will be crucial to delivering on the balanced budget once set.

20.6 An indicative £9m has been allocated to the Directorates. The allocation is clearly identified in the directorate appendices as part of the savings.

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 2025/26, 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

Demographics

- 21.5 The Southwest and Dorset in particular faces unique demographic pressures compared to the rest of England which drives a concomitant demand and reliance on adult social care services by all Southwest councils. Alongside this, councils across the Southwest face rising demand for children’s services and significant inflationary pressures continue to be felt across all commissioned service areas
- 21.6 For context, as an example, 30.0% of Dorset's current population is 65 and over (the highest of any unitary authority) and the 80 and over population is expected to increase by 45% over the next 10 years, creating significant and sustained demand on its adult social care services. This is significantly higher in comparison to the national picture, where 19.2% of the national population is aged 65 or over.

Transformation and savings risks

- 21.7 Included within the proposals are a £10m 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.
- 21.8 All transformation and service changes planned will be monitored and supported through a revised transformation framework and governance structure. This will include officer and member boards, oversight through audit and governance (assurance on risk and governance) and our committee process to provide assurance on performance and delivery.

Inflation

- 21.9 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.
- 21.10 There is also still significant inflationary pressure in the economy with recent increases to inflation. The November 2024 inflation rate increased to 2.6% and opinion remains divided on when this will reduce. 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.
- 21.11 Inflation has increased and with the increased costs of Employers National Contributions prices are expected to rise, just more slowly. This is a subtle, but significant point when setting a £417m budget.
- 21.12 Our approach to inflation to provide for general inflation at 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

21.13 Dorset Council, like many other authorities nationally, has an accumulated overspend on the High Needs Block (HNB) of the Dedicated Schools Grant (DSG).

21.14 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.

21.15 As mentioned earlier in the report the DfE have advised that the support available to Local Authorities with existing safety valve agreements will continue.

21.16 Until March 2026 the deficit is therefore separately from the general fund; however there remains an underlying cashflow pressure from carrying a £88.2m deficit meaning that the Council has access to £88.2m less cash than it would otherwise. As a result, interest foregone during 2024/25 on the deficit equates to £4.6m of pressure met by the General Fund. This is £4.6m which could otherwise be spent on local service delivery.

21.17 Furthermore, as the deficit grows, at the point at which it exceeds Council reserves, the Council would be technically insolvent. With no certainty as to the Government's plans as to how this financial to address this, the Council must therefore plan for the known situation, which is the ending of the override in March 2026. This is a position that many upper tier councils are in nationally, it is not unique to Dorset.

21.18 This strategy and continued improvement will be key to improving the financial situation.

21.19 As part of the safety valve agreement with the Department for Education £5.1m is required for 2025/26 from reserves to meet Dorset Council's contribution.

Future national strategy implementation

21.20 As referenced earlier in the report, when looking at how the mix of grant vs council tax funding has changed between 2024/25 and 2025/26 grants previously received by the Council have been discontinued and Dorset has not benefited from the replacement funding streams.

21.21 The impending spending review in March 2025 and multi-year local government finance settlement are set to reform local authority funding. If the trend seen in how funding has been redistributed in the provisional LGFS continues this is likely to mean that further funding is diverted away from Dorset Council. As a result, it may be unwise to assume that un-ringfenced funding such as the revenue support grant can be expected beyond 2025/26.

Risk management and reporting

21.22 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.

22 Reserves, balances, contingency and resilience

General funds

22.1 As reported in the 2023/24 [outturn](#) report General Fund reserves have increased from £34.753m as at 31st March 2023 to £37.686m as at 31 March 2024.

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 £20.858m.

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 £20.858m (5%) to £41.715m (10%). Outside of these parameters, intervention will be required to lower or raise the general fund balance.

22.4 The Quarter 2 finance report flagged that the current level of overspend could mean the Council is required to use its General Fund reserve, reducing the balance from 10% of General Fund to £22.6m (6.18%). Depleting reserves at this rate in a single year would be a cause for real concern as the minimum operating level for the council to hold in its general fund would be 5%.

22.5 An update on the Q3 position will be available for the Cabinet meeting in January 2025 and a further update on the General Fund position as at 31st March 2025 will be included in the 2024/25 outturn report presented to Cabinet in the summer of 2025.

Other reserves and reserves strategy

- 22.6 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 2023/24 outturn [report](#) to Cabinet and no change to those reserves is proposed at this stage other than for the general fund.
- 22.7 As with the general fund reserve, the Quarter 2 finance report flagged that reserve balances will be reduced as a result of the overspend. To protect the general fund, a review of earmarked reserves will need to take place.
- 22.8 As reported in the 2023/24 outturn [report](#) earmarked reserves have decreased from £140.905m as at 31st March 2023 to £121.872m as at 31st March 2024.
- 22.9 An update on the reserves position as at 31st March 2025 will be included in the 2024/25 outturn report presented to Cabinet in the summer of 2025. The Q2 forecast reported that earmarked balances were expected to reduce from £121.9m to £74.9m, this is largely due to planned use of earmarked reserves, where essentially they have been deployed in accordance with the reason they were earmarked in the first place.

Contingency budget

- 22.10 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.
- 22.11 For 2024/25, the contingency budget was set at £4.9m and provided for some fairly specific risks around inflation and pay award costs being in excess of funding provided in services own base budgets.
- 22.12 Due to the current complexities of inflation due to demand and government changes to national insurance an additional £4.5m has been allocated into the contingency budget.
- 22.13 £1m has been allocated to support delivery of the Council Plan and £500k for continuing the Cost of Living Fund.
- 22.14 Following the confirmation of Dorset's allocation of Extended Producer responsibilities £2.1m has been added to a contingency to meet the cost of delivering service delivery.

Resilience

- 22.15 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.
- 22.16 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 into the 2025/26 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, to help with the 2024/25 and 2025/26 budget position, the S151 Officer is advising that the current capital programme represents the ceiling for capital expenditure, and any further projects or requests will need to be funded within that ceiling by deprioritising existing projects.
- 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:
- 23.5.1 **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.

23.5.2 **Increased capital receipts** – the capital programme assumes £18.7m of receipts over the 4-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.

23.5.3 **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.

23.5.4 **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 £373m, was agreed by Cabinet in February 2024.

23.7 The 2023/24 capital outturn was reported to Cabinet in June 2024 and the result of that was that there was programme slippage of £28.844m into 2024/25.

23.8 This, along with the approved budget and updates since that date, mean a programme of £516.2m for the next five years, as summarised in the table below.

Capital Programme	Total Budget					
	2024/25	2025/26	2026/27	2027/28	2028/29	Total Budget 24/25-29/30
Full external funding	30,809	5,576	2,902	2,768	0	42,055
Partial external funding	29,037	59,803	0	0	0	88,840
Partial external funding	0	1,916	52,972	28,737	16,259	99,884
Council funded	17,210	52,691	58,260	26,977	19,370	174,508
Capital Receipts Applied	5,800	9,900	1,000	1,000	1,000	18,700
Minimum Revenue Provision	11,241	12,972	14,602	16,499	16,749	72,063
Self Funded	6,068	4,020	4,432	2,850	2,750	20,120
Total funding	100,165	146,878	134,168	78,831	56,128	516,170

23.9 The budget movements in 2024/25 are outlined in the table below;

Directorate	01/04/2024 £,000	Adjustments £,000	Re-profiling £,000	New funding £,000	31/12/2024 £,000
Adults & Housing	12,790	16,402	-24,610	1,382	5,964
Childrens	29,769	34,250	-65,700	14,798	13,117
Place	109,009	87,545	-173,669	54,171	77,056
Corporate	15,457	33,293	-44,722	0	4,028
Total	167,025	171,490	-308,701	70,351	100,165

23.10 The spend to date against the 2024/25 capital budget is shown below:

Directorate	No. of projects	Project Budget £,000	Spend / Commitments £,000	Variance £,000	% Spent
Adults & Housing	20	5,964	1,497	4,467	25%
Childrens	17	13,117	8,910	4,207	68%
Place	131	77,056	56,815	20,241	74%
Corporate	16	4,028	2,372	1,656	59%
Total	184	100,165	69,594	30,571	69%

23.11 There are likely to be further requests for projects and programmes that arise during the year through funding from external resources. The Capital Strategy and Asset Management Group (CSAMG) which is chaired by the section 151 officer will review business cases for all projects before seeking approval in accordance with the Councils scheme of delegation. Given the pressures faced in 2025/26 this group will need to be mindful of the revenue implications of all projects and act accordingly.

23.12 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 and iterated over a considerable period including engagement across the Council both in terms of officers and all members via informal briefings. 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 2025/26 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. There are also specific directorate-focused arrangements in place for Portfolio Holders 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 2024. Following this, was a good level of member engagement before during and after the three 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 16 & 17 January 2024. Feedback from both Committees along with Cabinet responses is set out in Appendix 6 for consideration and recommendation to full Council in February 2024.

25 Consultation, communication and equality

25.1 The 2025/26 budget proposals are driven by the new Dorset Council Plan and priorities. The Council Plan was approved at Full Council on 5 December 2024 following engagement with partners and residents across Dorset. More than 700 responses were received through the engagement, and these were used to help 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. Of particular focus for 2025/26 is the impact of the council tax premium commonly referred to as the "second homes premium". As well as providing vital funding for Dorset Council, this has a significant impact on all the preceptors too.

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 and their management team also hold regular engagement and 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 The Council has well-developed arrangements for financial monitoring during the year. Budget performance is formally reported quarterly through the Cabinet and scrutinised by a number of other committees, including Audit & Governance Committee which also receives quarterly meetings. The finance team operate as business partners, working alongside service managers to support financial management and control whilst delivering services. The Council's financial management system enables officers with budget management responsibility to interrogate financial information at any point in time.

- 26.5 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.
- 26.6 Member involvement in budget development has been extensive again this year, particularly through a series of service review meetings (lead by the Finance Portfolio holder and section 151 officer) with each of the Cabinet Members and their directorate leadership teams.
- 26.7 The budget itself has also been subjected to all-councillor scrutiny, firstly through briefing sessions, led by Executive Directors, then formally through the People and Health, and the Place and Resources Scrutiny Committees which were held in January 2025. 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.
- 26.9 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.
- 26.10 The 2025/26 budget is reliant on a scale of savings and transformation which the Council has not previously been required to achieve. 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.
- 26.11 The Government has indicated that it will introduce multi-year settlements during the course of this year which will allow us to be more certain over funding arrangements beyond the first year of our MTFP. However, there is no doubt that the future will remain challenging and balancing future years' budgets will require sustained transformation.

26.12 Taking all these factors into consideration, I consider that the estimates prepared in line with the strategy explained in this report to be robust. 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 for 2025/26 but the longer-term risk remains. It must be noted that this statement is drafted on the presumption that Government will find a solution towards dealing with (and accounting for) the accumulated Dedicated Schools Grant deficit prior to the end of 2025/26, when the current statutory override is due to end. That is a considerable financial risk, and if a resolution to this is not forthcoming (in the financial year 2025/26) then the financial viability of the Council would need to be reconsidered.

27 Summary and conclusions

27.1 The financial climate remains extremely challenging. Progress in many key areas of transformation and service improvement will be crucial, 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 2025/26 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 generally fragile operating environment for local government finance.

Aidan Dunn
Executive Director of Corporate Development

Appendix 1a – Budget summary

	£'000 Pay	£'000 Non-Pay	£'000 Fees & Charges	£'000 Grants /Funding	£'000 Movement in Balances	£'000 Net Budget (2025-26)
People Services - Adults	36,239	235,400	(79,243)	(24,789)	(261)	167,346
Service user related	109	214,205	(63,460)	(16,734)	0	134,120
Adult Care Ops	22,838	(471)	(4,840)	(106)	0	17,421
Commissioning	5,486	12,171	(5,000)	(4,291)	(261)	8,104
Director Office	72	1,699	(872)	(946)	0	(47)
Housing	7,734	7,797	(5,072)	(2,711)	0	7,748
Corporate Development	39,088	79,893	(13,749)	(65,137)	(3,615)	36,480
Finance & Commercial	12,976	71,553	(9,091)	(64,804)	(308)	10,325
Human Resources	4,081	163	(2,036)	0	(225)	1,984
Digital & Change	2,316	91	(85)	0	0	2,322
ICT Ops	5,413	4,818	(1,350)	0	(76)	8,805
Director	(2,364)	147	0	0	(473)	(2,690)
BI & Performance	1,467	14	0	0	0	1,481
Comms & Engagement	1,301	159	(44)	0	(75)	1,340
Community Grants	409	965	0	0	0	1,374
Chief Executive Office	1,051	198	(91)	0	0	1,158
Transformation	1,094	0	0	0	(1,064)	30
Climate & Ecological	1,045	24	(83)	0	(839)	148
Customer Services, Libraries and Archives	8,037	1,588	(968)	(333)	(405)	7,919
Organisational Development	2,265	173	(2)	0	(151)	2,285
Place	64,740	114,416	(65,537)	(4,655)	(951)	108,013
Economy, Infrastructure, Growth	26,658	63,448	(29,208)	(4,158)	(1,165)	55,574
Place	36,612	39,060	(28,177)	(497)	161	47,159
Directors Office	(3,181)	475	(1)	0	0	(2,707)
Assets & Regeneration	4,652	11,433	(8,151)	0	54	7,987

	£'000 Pay	£'000 Non-Pay	£'000 Fees & Charges	£'000 Grants /Funding	£'000 Movement in Balances	£'000 Net Budget (2025-26)
People - Children	54,928	62,169	(7,396)	(22,591)	0	87,109
Quality and Assurance	4,597	131	(672)	(19)	0	4,037
Care & Protection	22,245	46,406	(208)	(4,573)	0	63,870
Commissioning & Partnerships	8,933	1,122	(2,895)	(1,259)	0	5,902
Education & Learning	16,260	3,474	(2,557)	(1,831)	0	15,345
Director's	2,893	11,036	(861)	(14,910)	0	(1,841)
DSG Recharge	0	0	(204)	0	0	(204)
Legal & Democratic	6,191	2,867	(1,056)	0	0	8,002
Assurance	1,281	606	(71)	0	0	1,816
Democratic & Electoral	1,162	2,111	(46)	0	0	3,226
Land Charges	505	1	(769)	0	0	(263)
Legal	3,243	150	(171)	0	0	3,222
Public Health	1,939	11,542	0	(13,481)	0	0
Public Health	1,939	11,542	0	(13,481)	0	0
Central Finance	10,425	15,107	(4,697)	(40,755)	30,122	10,201
General funding	8,723	330	(697)	(40,643)	3,774	(28,513)
Capital financing	0	13,963	(4,000)	0	13,301	23,264
Contingency	0	0	0	0	13,047	13,047
Precepts	0	788	0	(112)	0	676
Retirement Costs	1,702	25	0	0	0	1,727
Total Non Schools Budget 2025/26	213,549	521,394	(171,678)	(171,408)	25,296	417,152
Schools Budget	0	326,881	0	(326,881)	0	0
Budget Requirement 2025/26	213,549	848,275	(171,678)	(498,289)	25,296	417,152
FUNDING						
Business Rates Top Up						(70,153)
Revenue Support Grant (RSG)						(1,749)
Council Tax Surplus						(342,014)
New Homes Bonus						(3,236)
						(417,152)

Appendix 1b - Cost type analysis – budget 2025/26

Cost Type	Original Budget 2025/26 £'000
Internal Charges (Expenditure)	13,833
Authority (Democratic) Costs	1,949
Pay Related Costs	213,549
Premises Related Costs	25,688
Transport Related Costs	38,376
Supplies and Services	449,975
Transfer Payments	140,141
Levies & Precepts	788
Third Party (Contracted Out) Payments	176,556
Net Schools Budget	968
Contingency and Movement in Reserves	25,296
Gross Expenditure	1,087,119
Government Grants (Specific)	(498,289)
Income, Fees & Charges	(171,678)
Gross Income	(669,967)
Budget Requirement	417,152
Council Tax	342,014
Business Rates	70,153
New Homes Bonus	3,236
Revenue Support Grant	1,749
Total Funding	417,152

* This includes an estimate for schools and public health budgets

Appendix 1c - Dorset Council summary movements in budget 2024/25 to 2025/26

	Adjusted base budget 24/25	Draft base budget 25/26	Increase/(Decrease) in base after adjustments	%
Adults & Housing + Public Health	£152,781,940	£167,346,224	£14,564,284	9.5%
Childrens	£84,854,865	£87,109,463	£2,254,598	2.7%
Corporate	£46,178,589	£44,482,412	(£1,696,177)	-3.7%
Place	£103,877,520	£108,012,827	£4,135,307	4.0%
Service Budgets	£387,692,914	£406,950,926	£19,258,012	5.0%

Central Budgets	(£11,002,666)	£10,201,379	£21,204,045	N/A
Total Budget	£376,690,248	£417,152,305	£40,462,057	10.7%

Council Tax, Business Rates and Central Grants Funding	(£376,690,248)	(£417,152,305)	(£40,462,057)	10.7%
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Appendix 1d - Adults Services & Housing – summary of movements – pressures and savings

Adults and Housing	£
Base budget position 2024/25 after adjustments	£152,781,940

Baseline changes		Description
Pay inflation	£666,875	Council wide: Forecast impact of 25/26 Pay award
General Inflation	£4,117,358	Council wide: Impact of inflation
Fees and Charges income	(£1,025,053)	Council wide: Impact of 2.5% uplift in fees and charges
Gas and Electricity costs	£1,687	Council wide: Impact of forecast changes to utility costs
Cost of increments	£514,083	Council wide: Impact of staffing increments
Increased costs of Employers NI	£741,617	Council wide: Impact of National Insurance rise for Council Staff
Reduction of 2024/25 pay award	(£464,127)	Council wide: Impact of 24/25 pay award settlement being slightly lower than budgeted.
Adults & Housing Pressures		Description
Right sizing packages and assumed growth in 2024/25	£11,132,205	Funding to right size current packages of care.
Growth in Adults - 2025/26	£7,947,605	Funding for growth in demand within 2025/26.
Housing flexible use of capital receipts	£1,500,000	Permanent funding to support Housing transformation resource which was funded via capital receipts in 2024/25.
Strengthening localities to deliver statutory demand and savings activity	£342,921	There are a number of transformation programmes linked to savings which require additional resources. This funding is required to support the delivery of these. Including CQC compliance, demand management etc.
Integrated Community Equipment service budget	£280,273	Integrated Community Equipment Service contract increase – this is a jointly managed contract with the NHS and activity has steadily increased. It is crucial in the work to keep people at home safely, and investment here should offset alternative investments in care services.
Housing debt	£250,000	Funding to cover bad debts which aren't collectable.
Increased revenue to support capital projects	£100,000	There are a number of capital projects planned which require specific revenue funding to support implementation. This will help cover additional fees.

Appendix 1d - Adults Services & Housing – summary of movements – savings

Adults & Housing Savings	£	Description
Working Age Accelerator: improving the care offer	(£1,232,000)	For those we support who are living physical or learning disability, or mental health conditions, we want to find better options that support their needs with less restrictive care, closer to home and more often within the county. This will provide better outcomes at lower cost in many cases, and we will undertake a programme of reviews, as well as working with the provider market to develop more appropriate support options. This is an extension of our strengths-based approach to support.
Home First Accelerator: zoning and trusted review	(£450,000)	Against the backdrop of our work on market sustainability, our HomeFirst Accelerator programme has delivered remarkable improvements in the sufficiency and availability of homecare across the county. We have not yet completed the rollout of the work to group providers into zones and support more efficient route planning and care delivery. We have also seen the positive benefits of trusting providers to review and adjust the care delivered to respond to what people want, and we intend to go further with this during the year.
Accommodation with Care: Extra Care Housing	(£264,000)	We have tendered for a partner to develop four new extra care sites, with the recent opening of a new site in Gillingham. All of these developments, plus improvements to how we use existing options, will allow us to divert people from early entry into residential care, and save money on care provision whilst also improving the outcomes for people.
Care Level Decision Making: better social care delivery on the urgent and emergency care pathway	(£962,000)	Working with the local NHS and an external partner, we have put together a comprehensive and well-evidenced case for improvements in how people (particularly older and frail people) flow through the emergency care system and into short- or long-term care support. By using the right short-term interventions in the right places, we will be able to reduce the cost to the Council of meeting people's needs for support to get them back to independence and avoid long-term care costs.
Day opportunities: implementing the new model	(£500,000)	In September 2024, Cabinet agreed a model of day opportunities that will increase the emphasis on supporting people to access activities in the community around them, which will result in less emphasis on delivering services from some buildings. This will have savings attached to the reduced running costs for the stock of day service buildings currently occupied by Care Dorset, whilst also improving outcomes for the people using services and responding to what they told us they want

Appendix 1d - Adults Services & Housing – summary of movements – savings

Adults & Housing Savings	£	Description
Ops redesign and further efficiencies from use of TEC	(£200,000)	The ASC redesign has a strong focus on supporting independence and delaying entry into care. The plan is to focus the use of technology where it can be used to meet needs effectively. This will be delivered by ensuring assessments and reviews consider technology for both complex work at assessment and review and new people at points of entry. ASC has a specialist Tech Team who research best practice and new technology as well as ensuring the wider service is up to date re opportunities. Independent Living Centres are also an opportunity to promote the use of technology.
Shared Lives	(£200,000)	We have set out strong ambitions for the continued development of our Shared Lives service offer, where people with additional needs live in the home of someone who steps forward to provide support. It is an effective, person-centred but also more efficient way of meeting needs, reducing the need for more restrictive supported living or residential care settings. We anticipate some cost avoidance from the greater use of Shared Lives to meet identified need. To achieve this saving approximately four placements would be diverted from care homes into shared lives placements which is a cheaper alternative and provides better outcomes.
Business Support	(£170,000)	As part of the pre-existing ASC operations redesign it was recognised that there were efficiencies that could be delivered as part of a more effective use of automation, digital and AI tools in the area of Business Support. Vacancies have been held in this service area and the savings will be made through that route. This work has a clear interface with OFC.
Digital strategy resources - reduction	(£82,000)	This would involve the reduction of resource that has supported the delivery of digital strategy for the Adult Social Care function. Its functions will be absorbed into existing transformation, commissioning and policy resources.
BCF growth reduction	(£785,000)	Each year, the Government sets a level of grant funding and minimum NHS investment into the Better Care Fund. In some years we are able to use this for new schemes or programmes. This year, given the extreme pressure on adult social care funding, we are proposing to use it to offset the growth in care demand.

Adults & Housing Savings	£	Description
IBCF reduction	(£129,000)	Similar to the above through the increasing demand for services we are proposing to use it to offset growth in care demand.
Immediate Care Contract	(£247,000)	The Council holds a small contract with Dorset Healthcare NHS Foundation Trust for the provision of reablement and occupational therapy resources, which is a long-standing arrangement. We will cease this arrangement in 25/26 and redirect the money to support the extreme pressures on adult social care support.
50% share of Social Care Grant	(£1,800,000)	The announcement by the Government of £680m for adult social care nationally was originally intended to support the pressures on the sector in each local area. We estimate the share for Dorset to be around £3.6m, shared between children's and adults' social care. Pressures on budgets go some way beyond this allocation, but we intend to use it to offset the shortfall in budget to meet demand.
Block contract efficiency in older people's residential care	(£400,000)	The Council holds a number of block contracts, and is currently adding to this with the Dorset Care Framework tendering process. By working more effectively in our brokerage services, together with operational frontline teams, and supported by our new, clearer Choice in Care Policy, we intend to get efficiencies from the better use of these contracts, and the reduction in void costs for unused beds.
Introduce charging for arrangement of self-funder homecare	(£20,000)	The Care Act allows local authorities to arrange homecare for people who can afford to fund their own care, and to make a charge to them for doing so. Dorset currently does not charge. We would propose to introduce an annual standing charge (planned to be £500), which would allow self-funders access to our support with making and maintaining the arrangements for their care, and access to the rates we have negotiated through our contract frameworks. The Council would need to provide this service to 40 individuals to achieve this saving.
Review homecare billing arrangements	(£150,000)	Currently, homecare is billed to us on the basis of planned delivery, then adjusted for the actual delivery which takes place. There is always, given the nature of the service delivered, a margin created by rounding the delivery to the nearest quarter of an hour. We would move to a more exact method for tracking actual delivery and reduce this margin.
Commissioning management restructure	(£175,000)	Review operating model to drive efficiencies

Adults & Housing Savings	£	Description
VCS support for small levels of care delivery	(£160,000)	There are a significant number of care packages of very small weekly amounts (under £100 pw of homecare), and we propose to work with VCSE partners to look for more effective ways to deliver some of this support than with homecare contracted services. To achieve this saving approximately 42 packages below £100pw would need to be supported in a more effective way.
Review funding source prevention contract	(£444,000)	The Dorset Integrated Prevention Service is a suite of contracts with VCSE partners to provide proactive, flexible and responsive support for people that avoids care costs. In the context of the pressures we are facing, there is an option to reduce the contracts from their current level and reduce the delivery of these services if it is not possible to identify an external funding source.
Check in service to replace low-level welfare check packages (homecare)	(£150,000)	A number of our lower-value social care packages involve 'welfare checks'. In some areas, partner organisations deliver some of these sorts of calls (Royal Mail, for example, in Somerset) and we will investigate options available to us in Dorset, to reduce reliance on homecare agencies for this work.
Reablement front door delivery (Investment needed)	(£1,400,000)	Currently, reablement services are focused almost solely on those who are coming out of hospital, helping them to get "back on the feet" and live independently. We are creating a reablement offer that will be the first stage when someone approaches adult social care directly, prior to the assessment of their care needs, so that when the assessment takes place it is on the basis of the person being as well and independent as possible. This happens in many other local authorities. We will invest £600k in reablement services, and expect the cost avoidance identified, net of this investment.

Adults & Housing Savings	£	Description
Intensive project to expand PA market & shift new business from homecare to DP/PA	(£30,000)	One of the limiting factors for people taking up direct payments is a vibrant market in personal assistants for them to contract to provide their support. Direct payments are more cost-effective for the local authority than contracted homecare (and more flexible and personalised for the person), and we will push PA recruitment with the intention of increasing DP uptake. This saving will be achieved in quarters 3 and 4 of 2025/26 due to the time it takes to increase the PA market. An additional five Direct Payments will achieve this saving in year.
Contribute to broader high cost cases across Social Care and Health	(£55,000)	Housing to support with getting the right accommodation solutions for both Children's and Adults can help save money in high-cost placements. Savings can vary depending on complexity but could be made in one package.
Increase in current DC owned temporary accommodation	(£83,000)	Increase in current DC owned temporary accommodation and an increase in stock rent charges by 6.7% based on 23/24 leased charges and income forecasts. This work is in the current transformation programme and is underway
Elimination of B&B use for temporary accommodation	(£370,000)	Elimination of B&B use for temporary accommodation and 50% reduction on current high-cost DC leased temporary accommodation. Approximately 120 people need to be placed in alternative accommodation options rather than bed and breakfast to achieve this saving. By placing people into more permanent housing solutions, it will free up temporary accommodation.
Temporary accommodation void time reduced to 28 days	(£49,000)	Through working more efficiently at managing temporary accommodation and increasing the turnaround of properties to reduce the number of voids. Temporary accommodation void time reduced to 28 days.
Income from new units of temporary accommodation	(£90,000)	Additional income targets following the planned increase in Temporary Accommodation. Project in progress to deliver 11 new units in 24/25. Forecast assumes completion and uses average affordable rents. Weekly income is dependent on the size of the property.
Our Future Council Savings	(£944,160)	Indicative allocation of £9m Our Future Council Savings target
Adults and Housing current base budget for 2025/26	£167,346,224	
Increase in base	£14,564,284	

Appendix 1e - Corporate Development and Legal & Democratic Services – summary of movements

Corporate Services	£
base position 2024/25 after adjustments	£46,178,589

Corporate Services Baseline changes		Description
Pay inflation	£976,947	Council wide: Forecast impact of 25/26 Pay award
General inflation	£86,657	Council wide: Impact of inflation
Fees and Charges income	(£104,107)	Council wide: Impact of 2.5% uplift in fees and charges
Gas and Electricity costs	£0	Council wide: Impact of forecast changes to utility costs
Cost of increments	£603,339	Council wide: Impact of staffing increments
Increased costs of Employers NI	£1,042,080	Council wide: Impact of National Insurance rise for Council Staff
Reduction of 2024/25 pay award	(£508,079)	Council wide: Impact of 24/25 pay award settlement being slightly lower than budgeted.

Appendix 1e - Corporate Development and Legal & Democratic Services – summary of movements – Pressures

Corporate Services Pressures		Description
External Audit Fees	£157,500	The Public Sector Audit Appointments (PSAA) sets scale fees for local authorities.
HR reduction in income	£160,600	There has been a reduction in income to the Council as a result of the loss of contracts with third party organisations and the conversion of schools to academies.
Apprenticeship Levy	£66,050	The Apprenticeship Levy is a UK government initiative designed to fund apprenticeship training. It is an unavoidable cost linked to the annual pay bill of the Council.
IT loss of income - Public Health and Hampshire	£70,142	The dissolution of agreements between BCP and Hampshire County Council will result in a loss of income.
IT Cyber Security Roles	£277,977	The council is improving its resilience against cyber attacks by increasing resources in this area.
Out of Hours additional funding (part year effect)	£113,000	The council operates an Out of Hours service, which was originally trialled on a temporary basis. This service has now been made permanent and the additional cost has been factored into the base budget.
Security costs for Libraries	£80,000	This is to fund a contract for security services at Weymouth and Dorchester libraries.
Additional Election costs	£76,350	The council is increasing its contribution to reserves in order to fund future elections.
Care Leavers requests and JE increases	£40,000	The volume of Care Leaver Record requests continues to increase additional resources are needed. Following Job Evaluation reviews some of the staff grades have been increased.
Legal loss of income from Fire and Rescue	£38,000	The Legal Team are no longer providing support to the Fire & Rescue Service.
Additional infrastructure/software costs	£539,637	This reflects the annual increase in software and licensing costs for systems across the Council.

Appendix 1e - Corporate Development and Legal & Democratic Services – summary of movements – Savings

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Corporate Services Savings	£	Description
Assurance operational efficiencies	(£45,749)	Removal of a vacant scrutiny officer post. This post was approved following a scrutiny peer review, at the request of Scrutiny Chairs, however, following an unsuccessful recruitment campaign, the post has not been filled. There is therefore no detriment to service.
Finance & Commercial operational efficiencies	(£558,000)	In anticipation of permanent savings being brought about from the new ERP system, changes to structures from Our Future Council and further consolidation of similar tasks and therefore roles will provide opportunities to deliver economies of scale.
Finance & Commercial contractual efficiencies	(£120,000)	These efficiencies will be delivered through the re-procurement of contracts, the introduction of an early payment scheme for suppliers and the generation of additional commercial income.
Strategy, Performance and Sustainability operational efficiencies	(£457,000)	These efficiencies will be delivered through the review of the operating model, removal of vacant roles and automation of processes.
Strategy, Performance and Sustainability contractual efficiencies	(£43,500)	These efficiencies will be delivered through the rationalisation of the existing spend commitments.
ICT operational efficiencies	(£638,500)	These efficiencies will be delivered through the review of the operating model, removal of vacant roles and automation of processes.
ICT contractual efficiencies	(£399,500)	These efficiencies will be delivered through the re-procurement of contracts and rationalisation of existing systems.
Transformation, Customer and Cultural Services operational efficiencies	(£405,000)	These efficiencies will be delivered through the review of the operating model, removal of vacant roles and automation of processes.
Our Future Council Savings	(£2,745,021)	Indicative allocation of £9m Our Future Council Savings target
Corporate current base budget for 2025/26	£44,482,412	
Decrease in base	(£1,696,177)	

Appendix 1f - Place – summary of movements

		£
Place base position 2024/25 after adjustments		£103,877,520
Baseline changes		Description
Pay inflation	£1,263,557	Council wide: Forecast impact of 25/26 Pay award
General inflation	£1,457,570	Council wide: Impact of inflation
Extended Rights to School Transport moved to Revenue Support Grant	£740,096	Change to Grant funding methodology
Fees and Charges income	(£1,206,041)	Council wide: Impact of 2.5% uplift in fees and charges
Gas and Electricity costs	£271,244	Council wide: Impact of forecast changes to utility costs
Cost of increments	£694,940	Council wide: Impact of staffing increments
Increased costs of Employers NI	£1,436,057	Council wide: Impact of National Insurance rise for Council Staff
Reduction of 2024/25 pay award	(£634,455)	Council wide: Impact of 24/25 pay award settlement being slightly lower than budgeted.

Appendix 1f - Place – summary of movements – Pressures and Savings

Place Pressures		Description
Dorset Travel Growth	£2,318,000	Growth in volume and costs for SEND transport
Compliance revenue costs	£2,000,000	Costs for building work to keep buildings safe and legally compliant
Facilities - reduction of staffing contribution to capital	£500,000	Budget realignment to recognise that facilities staff reduced time on capital schemes
Rent reviews	£400,000	Budget realignment to realistic levels
Highways projects continuation of funding	£384,000	Work that was previously funded under capital
Digital Place Strategy	£374,000	Resource to implement strategy as approved by Cabinet
HRC contract extension	£368,000	Best value option for HRC third party contract
Street cleansing	£350,000	Budget realignment
Property disposals saving adjustment	£331,000	Budget realignment
Loss of Joint Use Funding	£288,870	Reduction in DFE central government grant for Leisure Centres jointly used by schools
Cross border Somerley, Nuffield, Christchurch and Millhams	£285,000	Anticipated charges for use of other council cross-border waste facilities
Business rates increase	£278,865	Budget realignment to realistic levels
Planning enforcement	£240,000	One-off sum requested to deal with backlog of cases
Dry Mixed Recyclate Price	£200,000	Budget realignment
Tier 3 extension	£200,000	Continued winter tariff pilot in three Tier 3 car parks; Swannery – Weymouth, West Bay Road – West Bay and Charmouth Road – Lyme Regis
Estates income uplift	£125,000	Budget realignment
County Farms budget realignment	£100,000	Budget realignment
Growth in tonnages	£96,000	Budget realignment
Tier 3 car parking charges pilot held at 2024/25 level	£85,000	Budget realignment
Community safety (CCTV and CSAS)	£65,000	Budget realignment
Loss of office rental at County Hall	£44,000	Budget realignment

Appendix 1f - Place – summary of movements – Savings (continued)

Place Savings	£	Description
Place Operating model changes	(£1,025,000)	Review of existing operating model and vacancies
Strategic Asset Review	(£45,000)	Reduction in property costs
Estate Management	(£25,000)	Additional income.
Additional rent at County Hall	(£170,000)	Additional third party rental income
Retendered SEND Home to School Transport Routes	(£319,000)	Based on actual retendered routes for new school year 2024/25
Minor changes to Concessionary travel arrangements	(£30,000)	Applying consistency to DC policy
ADM for Tourism	(£84,000)	Alternative delivery model for Tourism service.
Reducing discretionary spend for development production and tourism production	(£27,000)	Reduction in discretionary spend
Coastal Risk Management capital delivery model	(£95,000)	Anticipation of additional fees earned from capital schemes
Flood Risk Management capital delivery model	(£33,000)	Anticipation of additional fees earned from capital schemes
Increased income target for Lyme Regis Harbour	(£33,000)	Increased income from Lyme Regis Harbour.
Flood risk wastewater inspection, maintenance and tankering contract	(£21,000)	Cost of external contract has reduced.
Reduction in Coastal Risk Management costs	(£10,000)	Consultancy support and training budgets removed.
Reduction in grounds budget	(£154,000)	New contracts and additional income generation.
Legacy Purbeck District Council contract finishing	(£50,000)	External contract finishes, work to be done in-house at lower cost
Changes in catering operating model - Verwood Hub	(£50,000)	Operational improvements including better stock control and less waste and improved offer
Revisions to charges at Durlston Country Park	(£30,000)	Increased car park charges

Place Savings	£	Description
Stop payment to reserves for Dorchester Sports Centre for 3G pitch	(£25,000)	To be replaced by a capital bid in 2029
Reduce arts and culture grant funding	(£20,000)	Reduce grant allocation to third parties.
Upgrade Verwood Hub with new functional area (£95k investment needed)	(£18,000)	Additional membership income
Revenue from Food and Drink Offering - Moors Valley	(£17,000)	Contract reprocurement - will provide increased returns to MVCP.
Development to Moors Valley Railway offering an increased lease	(£16,000)	Additional income generation.
Moors Valley - Golf and H&A income	(£15,000)	Additional income generation.
Enhanced retail offering across all 4 sites	(£12,000)	Collaboration in purchasing to achieve reduced costs and greater income levels.
Moors Valley - Bike Hire	(£7,000)	Procure a 3rd party provider.
Uplift and increase in scope of statutory planning fees	(£340,000)	Expected uplift in central government planning fees.
Release savings on misc. budgets - Planning	(£78,000)	Review of consultancy support and training budgets.
Aligning the scope of CIL related support functions	(£50,000)	Reassess volume and scope of work that should be funded from CIL.
Roll out PPA	(£90,000)	Promote use of PPA and generate additional fee income.
Alignment of CIL related support functions	(£27,500)	Reassess volume and scope of work funded from CIL.
Change the budget assumption for glass to £73.43/tonne	(£517,000)	Glass is a recyclate that is collected and sold separately from other recyclate. The price varies on a monthly basis, linked to an index, as part of our disposal contract. The assumption here is that glass can be sold for a year-round average of £73.43/tonne.
Stretched income target for Trade Waste	(£175,000)	Assumption of growing customer base, increase charges, and reducing costs through route optimisation.
Stretched income target for Garden Waste	(£175,000)	Assumption of growing customer base, increase charges, and reducing costs through route optimisation.
Negotiate new price for food waste contract	(£316,000)	Contract already in place.

Place Savings	£	Description
Increase and enhance the teams efforts to improve the recycle for Dorset Scheme	(£90,000)	Invest to save in additional waste promotion assistants. Savings anticipated to materialise through less black bag volume.
Charge Wiltshire and Somerset Councils for use of HRC sites	(£60,000)	Requires introduction of booking system to establish base data for charging.
Reduced DIY costs	(£200,000)	Reduction to growth pressure budget introduced this year, based on actual experience to date.
Increase Tier 1 and 2 parking charges by previous CPI	(£227,000)	Estimate of the effect of increased charges.
Increased income in Licensing and charging	(£100,000)	Assumption of increased income.
Reduction in Coronial budget	(£50,000)	Estimate of reduced partnership costs.
Introduce evening parking charges	(£235,000)	Based on flat rate of £2.50 for charging between 6pm and 10pm.
Our Future Council Savings	(£3,858,896)	Indicative allocation of £9m Our Future Council Savings target
Place current base budget for 2025/26	£108,012,827	
Increase in base	£4,135,307	

Appendix 1g - Children's Services – summary of movements - Pressures

Children's	£
Base position 2024/25 after adjustments	£84,854,865

Baseline changes	£	Description
Pay inflation	£960,578	Council wide: Forecast impact of 25/26 Pay award
General inflation	£791,281	Council wide: Impact of inflation
Fees and Charges income	(£56,630)	Council wide: Impact of 2.5% uplift in fees and charges
Gas and Electricity costs	£16,260	Council wide: Impact of forecast changes to utility costs
Cost of increments	£690,985	Council wide: Impact of staffing increments
Increased costs of Employers NI	£1,127,202	Council wide: Impact of National Insurance rise for Council Staff
Reduction of 2024/25 pay award	(£610,809)	Council wide: Impact of 24/25 pay award settlement being slightly lower than budgeted.

Appendix 1g - Children's Services – summary of movements - Pressures

Children's Pressures	£	Description
CiC Growth	£4,179,811	Please see the section 'Children in Care 2025/26' from the November MTFP for details. This excludes our unaccompanied young children. In summary, our CiC population has reduced since September 2020 by 16%, however costs have increased by 7%.
B2SA	£1,550,000	<p>Children's Services transformation programme is entering the final year of the five-year journey that was planned to deliver £5.5m of in-year savings. Three of the five transformation projects are on track to deliver, two are high risk and unlikely to deliver the entire original savings target.</p> <p>The two that are high risk are Early Support and Digital Family Offer (formerly ODFO) and Birth to Settled Adulthood.</p> <p>The Birth to Settled Adulthood (B2SA) saving risk is related to timing and the amount. The B2SA service started in April 2024. The 2024/25 saving (£1.55m across) is unlikely to be realised as the service is still in its infancy. The £1m 2025/26 savings target is still planned to be achieved.</p>
High Needs Recharges	£250,000	The School and Early Years Finance (England) Regulations 2022 have been reviewed to identify appropriate expenditure for the HNB recharge. Changes annually.
Grow our own social workers	£120,000	Part of a strategy to have 21 Student Social Worker positions by 2025 to reduce the need for agency social workers and develop our own. This was approved in 2023/24 and 2024/25 and is the final increase.
Teachers pensions increase	£115,200	Dorset Council directly employ teachers, for example our Specialist Teachers. Dorset Council therefore must fund any increase in teacher's pension contributions.
Children who are Disabled (CWAD) increase in demand	£962,000	Increased need in support packages for children with complex needs to live at home. This covers overnight short breaks demand and cost pressures.
Unaccompanied asylum seekers children post 18+	£500,000	Dorset are required to help around 67 unaccompanied minors through the National Transfer Scheme. There is central government funding to support our unaccompanied children and frequently it is not enough to cover all costs. Additionally, funding drops when the child turns 18, leaving Dorset having to fund the gap until young person's Leave to Remain status is established.

Children's Pressures	£	Description
Staying Put growth	£616,000	<p>To continue to fund Staying Close Advisors. These posts are currently funded by a government grant to support a young person leaving care from a children's home. This scheme is designed to be comparable offer to Staying Put.</p> <p>This government grant is due to cease March 2025.</p> <p>Staying Put is the legal right for a young person to stay with their foster families when they reach 18. The funding is the difference between the funding the Local Authority receive from central government, and the cost of a placement with an Independent Foster Agency (IFA).</p>
Fostering – TM & AP & Aspire Interagency fee	£215,000	To continue to further support and increase the number of Mockingbird constellations through a Team Manager and Advanced Practitioner post and honour Aspire Adoption (adoption and special guardianship services pan Dorset) contractual obligations.
B2SA Independent chair	£12,000	Funding required to continue the independent chair role that will provide the support, challenge and leadership to further integrate Children's and Adults services along with planned Health services in Phase 2.
SEND Case Management, Legal Fees for Tribunal	£250,000	<p>Children and Young People with an Education, Health and Care Plan (EHCP) are primarily funded via the Dedicated Schools Grant and not Dorset Council General Fund.</p> <p>There is certain expenditure that is the responsibility of Dorset Council, as defined in The School and Early Years Finance (England) Regulations 2023.</p> <p>This includes tribunal costs, predominantly legal support, an inclusion lead to manage the high-cost placement review process and costs for a computer system to support the SEND process.</p>
Outdoor Education	£200,000	Funding to support the service as it transforms to support the Children and Young People Families Plan 2023 to 20233.

Appendix 1g - Children's Services – summary of movements – Savings

Children's Savings	£	Description
Social Care Grant savings	(£2,175,357)	<p>The purpose of the grant is to provide support to local authorities in England towards expenditure lawfully incurred or to be incurred in respect of meeting adult and children's social care needs.</p> <p>This saving is the additional allocation for 2025/26 that is used centrally.</p>
Continued approach to Safeguarding Families Together	(£1,565,000)	<p>Dorset Children Thrive has created teams of multi-disciplinary professionals that are able to wrap around children and families to provide support for the family.</p> <p>The concept of Safeguarding Families Together takes these principles one step further, by embedding specialist adult service workers (mental health, substance misuse and domestic abuse) alongside children's social workers, with an approach to keeping children safe in the family home that is based on 'whole family working.' This is the figure we expect to save by avoiding more costly interventions elsewhere (eg children being taken into care) because of the work of Safeguarding Families Together</p>
Continuation of Family Hubs roll out	(£1,000,000)	<p>The development of Family Hubs is a national government policy priority, they are a network of places in the community where families can get the support they need from others.</p> <p>In Dorset, our vision is to combine our Dorset Children Thrive model with the use of things we have in the community, whether that be buildings or people, to see communities become the best they can be. It will mean that our families, and the communities they live in, can come together with professionals, such as those who work in healthcare or education, to improve life outcomes. This is the figure we expect to save by avoiding more costly interventions elsewhere because families are able to seek early support at their Family Hub.</p>
Continuation of Mockingbird	(£1,000,000)	<p>Mockingbird, a global award winning and pioneering programme led by The Fostering Network in the UK, delivers sustainable foster care. It is based on evidence and structured around the support and relationships an extended family provides.</p> <p>The community of six to ten satellite families is called a constellation. Each is led by a hub home carer and liaison worker.</p>

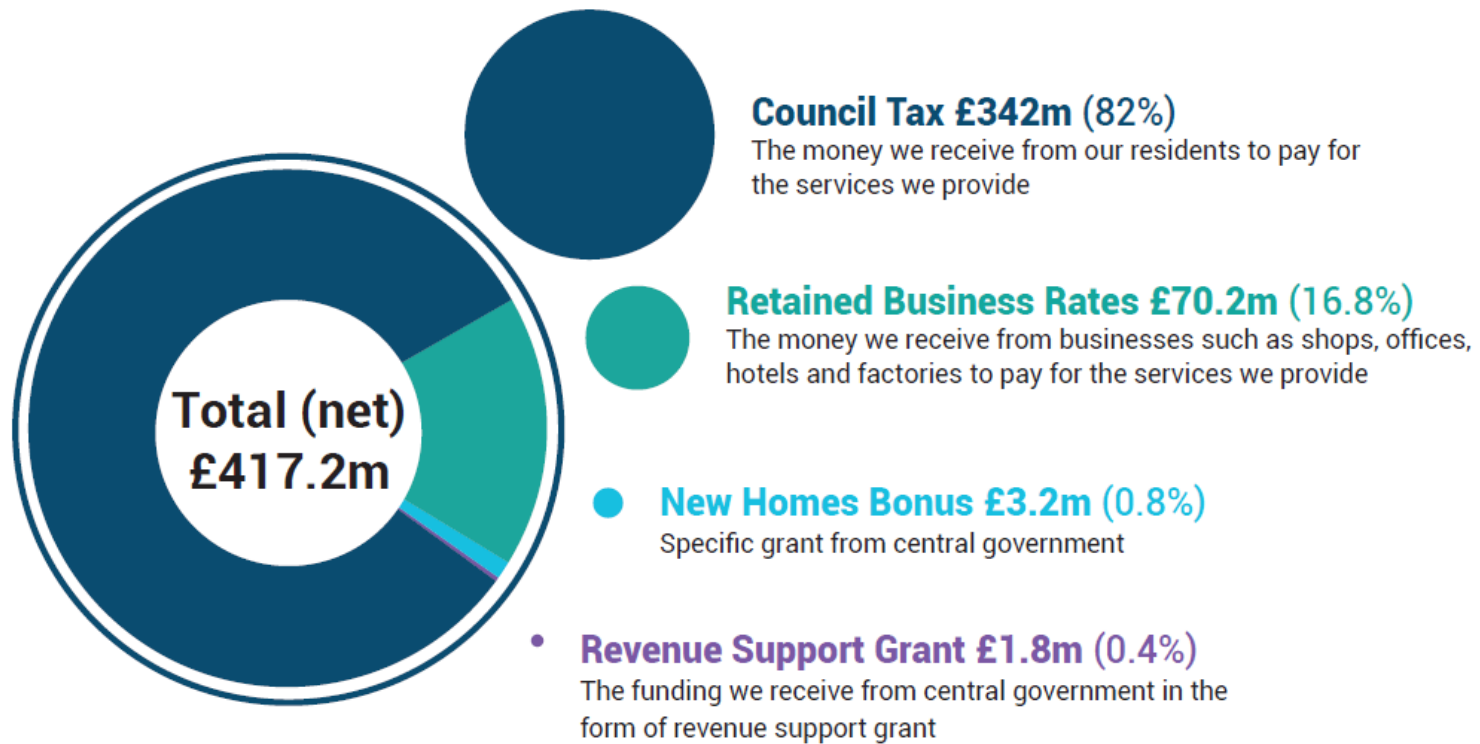
Children's Savings	£	Description
		<p>Relationships are central to Mockingbird. The hub home carer builds strong relationships with everyone in the constellation, empowering families to support each other and overcome problems before they escalate, which means the children are better protected from changes to their family set up.</p> <p>The peer support that foster carers get in the Mockingbird model helps with stability which reduces placement disruptions and the need for emergency interventions. The Mockingbird model not only improves the well-being of children and foster families but also leads to cost savings which are set out here.</p>
Continuation of Birth to Settled Adulthood	(£1,000,000)	Dorset Council are making changes to improve the way we support children and young people as they move from Children's to Adult services. This means we are reviewing what support and assistance we provide for children and families who are or will be needing a service from our social and health care teams from birth through to adulthood and how this will be given. This is the figures we expect to save because of a smoother transfer for young people into Adult Services.
Our Family Digital Offer	(£400,000)	The project has evolved since conception though the principle is about creating a Children's Services that is digital by design: in how we think, work and shape our services around the needs of children and families. This is the money we expect to save because people can 'self-serve' and find information they need online
Increased vacancy factor in Children's	(£320,000)	Increase vacancy factor to 7% from 5% (exc. Social Workers)
Increase the Early Years Block retention to 4%	(£345,000)	Use the full 4% of the Early Years entitlements (Section 4.3) for "central services or services in-kind, including special educational needs and disability (SEND) services (would reduce EY funding for providers)". This figure in 2024/25 is how much we pass onto EY providers that we could retain and is approximately 2%.
Reduce by 50% the Education Board Funding	(£230,000)	The local authority is held to account for the academic outcomes of all children, regardless of whether they are educated in an academy or not. Our ambitious 10-year plan (Best Education for All) and 3-year education strategy seeks to close the attainment gap. Activity is overseen by the Dorset Education Board and projects are commissioned to improve outcomes.
QA review	(£87,000)	Review the Quality Assurance operating model because of reduced Children in Care numbers.

Children's Savings		
Introduce AI minute taking for appropriate meetings	(£60,000)	More efficient use of business support.
Our Future Council Savings	(£1,451,923)	Indicative allocation of £9m Our Future Council Savings target
Children's current base budget for 2025/26	£87,109,463	
Increase in base	£2,254,598	

Appendix 1h - Central budgets – summary of movements

Central Finance		£
Base budget position 2024/25 after adjustments		(£11,002,666)
Central Finance Baseline changes		Narrative
Unrealised Our Future Council savings	£8,622,278	2024/25 savings not achieved
Interest paid for capital programme	£3,706,571	Additional interest budget required to support the Capital Programme
Increases in specific grants	(£1,010,689)	Grant for Employers NIC offset but funding Guarantee no longer being funded
MRP Increase	£1,400,000	Additional budget for the charge require to fund repayment of debt for the Capital Programme
Public Health reversal of saving	£500,000	Saving from Public Health not achieved in 2025/26
LGPS Pension deficit contribution	£250,000	Additional pension contribution to fund past deficit on scheme.
Our Future Council Investment	£3,000,000	Additional costs of the Our Future Council Programme
Council Plan	£1,000,000	Additional requirements for the Council Plan
Cost of Living Fund	£500,000	2025/26 allocation for the Cost of Living Fund.
Inflation Fund	£4,462,056	Inflation fund to support market fluctuations.
Extended Producer Responsibility Funding	£2,116,000	Additional cost of implementing the Extended Producer Responsibility Funding
Transfer to reserves	£4,773,829	Additional funding to increase the general fund so that it is not under the minimum level.
Reduction in contract expenditure	(£1,000,000)	Saving from Our Future Council which is for a reduction in Contract spend.
Extended Producer Responsibility Grant Funding	(£7,116,000)	Additional Funding for Extended Producer Responsibilities
Central Finance current base budget for 2025/26		£10,201,379
Increase in base		£21,204,045

Appendix 1i
Sources of funding



Appendix 1k

How the budget is spent

2025/2026 - How will Dorset Council spend its money?

Adult social care



£159.6m

Children's social care



£72m

Street cleaning, waste collection and disposal



£35.4m

School travel & public transport



£41.1m

Education & learning



£15.3m

Customer services, libraries & archives



£7.9m

Environment



£8.3m

Highways & Parking



£5.7m

Communities & Public Protection



£3.5m

Planning



£6.1m

Properties



£5.5m

Housing



£7.7m

Supporting businesses & creating jobs



£2.4m

Corporate Services & Central Finance *



£46.7m

Total budget
£417.2m

* Includes Revenues & Benefits, Finance, Procurement, Human Resources, IT, Legal & Democratic Services, and tackling climate change

Appendix 2

Council tax resolution

(will be presented shortly before full Council due to date of preceptor meetings which take place until 6 February 2025.)

Appendix 3: Capital Strategy 2025-2028

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 this appendix, with total planned capital expenditure in 2025/26 and the following two years is summarised in the table below:

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

	2024/25	2025/26	2026/27	2027/28
Capital Expenditure	100	147	134	79

- 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

	2024/25	2025/26	2026/27	2027/28
Grants and contributions	60	65	3	3
Capital receipts applied	6	10	1	1
Debt	22	59	115	59
Minimum Revenue Provision (MRP)	12	13	15	16
TOTAL	100	147	134	79

- 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 2026/27. 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 2024 Actual	31-Mar 2025 Forecast	31-Mar 2026 Budget	31-Mar 2027 Budget	31-Mar 2028 Budget
Capital Financing Requirement	388	410	470	585	645

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 2024 Actual	31-Mar 2025 Forecast	31-Mar 2026 Budget	31-Mar 2027 Budget	31-Mar 2028 Budget
Capital Financing Requirement	388	410	470	585	645
External Debt (incl. PFI & leases):					
External borrowing	225	315	375	490	550
Other debt liabilities	19	20	20	20	20
Total Debt*	244	335	395	510	570
Internal Borrowing	144	75	75	75	75
*Total Debt as a % of Net Revenue Stream	70%	89%	95%	124%	134%

- 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 2024	31-Mar 2025	31-Mar 2026	31-Mar 2027	31-Mar 2028
Existing borrowing	225	224	171	168	165
Forecast borrowing (a)	225	315	375	490	550
Liability benchmark (b)	182	270	340	465	535
Difference (a-b)	43	45	35	25	15

- 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

	2024/25 Limit	2025/26 Limit	2026/27 Limit	2027/28 Limit
Authorised Limits:				
Borrowing	503	490	605	665
PFI and leases	29	30	30	30
Total External Debt	532	520	635	695
Operational Boundary:				
Borrowing	483	470	585	645
PFI and leases	24	25	25	25
Total External Debt	507	495	610	670

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 2024 Actual	31-Mar 2025 Forecast	31-Mar 2026 Budget	31-Mar 2027 Budget	31-Mar 2028 Budget
Cash and cash equivalents	22	40	35	30	30
Treasury investments	51	35	30	25	15
Total cash and investments	73	75	65	55	45

- 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 5, 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

	2024/25 Forecast	2025/26 Forecast	2026/27 Forecast	2027/28 Forecast
Interest Payable	10	14	18	23
Minimum Revenue Provision (MRP)	12	13	15	16
Gross Financing Costs	22	27	33	39
Proportion of net revenue stream	5.9%	6.5%	8.1%	9.1%
Less Investment Income	-5	-4	-4	-4
Net Financing Costs	17	23	29	35
Proportion of net revenue stream	4.5%	5.5%	7.1%	8.1%

4.3. 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 the then Ministry of Housing, Communities and Local Government's Guidance on Minimum Revenue Provision (the MHCLG Guidance), most recently issued in 2018. The MHCLG Guidance requires the Council to approve an Annual MRP Statement each year, included as Annex 2 to the Treasury Management Strategy.

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.

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Appendix 3

Annex 1: Dorset Council Capital Programme 2024/25 to 2029/30

Project Name	Directorate	2024/25	2025/26	2026/27	2027/28	2028/29	Total Project Budget (Up to 29/30)
		£000s	£000s	£000s	£000s	£000s	£000s
Local Transport Plan programme of works	Place	20,445	0	0	0	0	20,445
Property Improvements Programme (R&M)	Place	8,793	6,000	0	0	0	14,793
Parley West Link	Place	0	0	2,000	2,518	0	4,518
Lyme Regis Environmental Plan phase 4	Place	50	174	0	0	0	224
Decarbonisation Main Fund	Place	335	0	0	0	0	335
Portland Underhil to Wyke Regis FCERM Strategy	Place	3	0	0	0	0	3
PHNWS Cliff Monitoring Scheme	Place	75	275	0	0	0	350
Chesil Sea Wall Study	Place	11	0	0	0	0	11
West Bay Sediment Tracer Study	Place	8	0	0	0	0	8
Weymouth Harbour & Esplanade FCRM Scheme	Place	0	0	485	0	0	485
Swanage Town Coastal Defences OBC	Place	170	0	0	0	0	170
Wimborne Market	Place	0	123	0	0	0	123
Access improv. Purbeck (Heathland Infra)	Place	46	0	0	0	0	46
Wards Drove / ND Trailway	Place	27	79	0	0	0	106
Swanage Beach Renourishment Scheme (OBC)	Place	182	50	0	0	0	232
Weymouth FCRM OBC	Place	550	607	0	0	0	1,157
EDDC Wimborne Riverside LAP	Place	4	11	0	0	0	15
ITS (Traffic Signals) Asset Replacement	Place	326	180	0	0	0	506
Parley Cross	Place	0	354	2,599	0	0	2,953
Dorset Waste Infrastructure - Blandford site	Place	2,058	12,000	4,242	0	0	18,300
SOCA Board programme	Childrens	3,119	4,754	4,733	4,700	0	17,306
Broadband Schemes	Place	62	621	315	500	500	2,498
Purbeck Gateway	Adults & Housing	0	142	0	0	0	142
High Street Fortuneswell	Place	207	0	0	0	0	207
Development Projects	Place	616	186	0	0	0	802
Lyme Regis Environmental Plan phase 5	Place	550	1,896	89	0	0	2,535
Weymouth Quay Regeneration Project WPBC	Place	1,103	0	0	0	0	1,103
Healthy Homes Dorset	Place	20	61	0	0	0	81
EDDC Sewage Treatment Works Infrastructure Renewal	Place	100	387	0	0	0	487
North Quay redevelopment	Place	250	612	0	0	0	862
Building retrofit programme - Energy Efficiency measures	Place	200	508	400	400	200	2,275
A354 Corridor Transport Improvements	Place	15	85	872	0	0	972
B3078 Julian's Bridge, Wimborne – pedestrian and cycle link	Place	8	522	1,000	769	0	2,299
Piddlehinton G&T site pitches	Place	0	308	650	0	0	958
Electric Vehicle charging Infrastructure - on DC Property	Place	437	125	125	0	0	687
Weymouth Transport Improvements	Place	87	2,851	0	0	0	2,938
Electric Vehicle Charging Points - on public property	Place	291	250	345	250	0	1,136
Bridport Gateway B	Place	134	0	0	0	0	134
Gore Clump Safety Scheme	Place	40	250	650	0	0	940
A351 Wareham Access Improvement	Place	42	500	850	0	0	1,392
Upton Safety Scheme	Place	250	250	237	0	0	737
Maumbury Cross Junction Improvement	Place	384	800	0	0	0	1,184
A357 Embankment Stabilisation	Place	28	0	0	0	0	28
Dorchester Road/Mercery Road, Weymouth	Place	33	0	0	0	0	33
Schools Access Initiatives	Childrens	115	317	292	0	0	724
006738 - Dorset Innovation Park, Quadrant 2 - Light Industrial Units	Place	3,604	0	0	0	0	3,604
Weymouth Relief Road	Place	7	2,690	0	0	0	2,697
Raise/Mosaic	Corporate	2	0	0	0	0	2
Dorset Council Fleet Replacement Programme	Place	12,356	6,398	0	0	0	18,754
Waste Containers & Infrastructure	Place	550	600	650	700	204	2,704
Weymouth Harbour Walls (W&PBC)	Place	200	1,042	0	0	0	1,242
North Dorset Business Park	Place	73	0	0	0	0	73
SOCA Residential Sufficiency	Childrens	2	0	0	0	0	2
East Street/Damory Court Street, Blandford	Place	94	0	0	0	0	94
A30 Kitt Hill/Marston Road, Sherborne	Place	10	0	0	0	0	10
Slipway Extension and Storage Solutions	Place	14	0	0	0	0	14
Compulsory Purchase of Long Term Empty Property	Adults & Housing	349	0	0	0	0	349
ICT Housing Software	Adults & Housing	146	0	0	0	0	146
Acquisition of temporary accomodation (Now Hardy House)	Adults & Housing	1,338	250	0	0	0	1,588
Aster Hostels	Adults & Housing	4	10	0	0	0	14
Dinahs Hollow	Place	400	1,000	1,000	1,000	899	4,299
Minor capital works (Property Improvements)	Place	661	600	600	800	0	2,661
SEND capital strategy	Childrens	3,000	12,862	12,214	5,298	5,000	38,374
Capital Contingency	Corporate	0	2,000	2,000	2,000	2,000	9,840
Crematorium Improvements - Overflow Provision	Place	6	20	0	0	0	26
Car Parking Ticket Machines	Place	107	150	138	150	150	695
Improvements to Carey Outdoor Education Centre	Place	25	229	0	0	0	254
Improvements to Leeson House	Place	40	207	0	0	0	247
Cranborne Middle School Classroom Accommodation Replacement	Childrens	13	87	0	0	0	100
Minor Capital Works Coast Protection	Place	752	460	0	0	0	1,212

Project Name	Directorate	2024/25	2025/26	2026/27	2027/28	2028/29	Total Project Budget (Up to 29/30)
		£000s	£000s	£000s	£000s	£000s	£000s
Children's Residential Sufficiency Programme	Childrens	5	150	0	0	0	155
ICT Minor Capital Works & Projects	Corporate	2,569	3,029	0	0	0	5,598
Weymouth Bowl Acquisition (2021/22 bid)	Place	43	0	0	0	0	43
Capital Leverage Fund	Corporate	257	155	0	0	0	412
Investing in cycleways	Place	0	360	360	360	360	1,440
Weymouth Dorchester Bike Share	Place	400	0	0	0	0	400
Sewerage Treatment Services Improvement works A	Place	125	123	0	0	0	248
QELC -Capital Maintenance works	Childrens	629	0	0	0	0	629
Sea defence works at Sandsfoot Castle, Weymouth	Place	60	42	0	0	0	102
Gibbs Marsh Highways Depot - Surfacing of Depot yard	Place	14	0	0	0	0	14
Maintenance of Traffic Control Equipment	Place	50	250	250	250	320	1,120
31SC - Bridport Road/Williams Avenue, Dorchester	Place	40	0	0	0	0	40
Climate Schemes	Corporate	415	500	500	306	591	2,312
Streetlighting schemes	Corporate	600	575	575	0	0	1,750
High East Church Street	Place	35	0	0	0	0	35
Former District Council Assets	Place	87	508	0	0	0	595
Replacement - Upgrading of Sign Shop Equipment	Place	15	45	0	0	0	60
Compliance with EPC Legislation	Place	112	338	0	0	0	450
West Bay Harbour Wall Emergency Works	Place	422	904	0	0	0	1,326
Sewerage Treatment Services Improvement Works B	Place	10	1,358	1,100	982	0	3,450
Dorset Centre of Excellence - Property Improvement Programme (Strategic)	Place	56	169	0	0	0	225
Greenhill Chalets	Place	100	200	100	243	0	643
Westport House Refurbishment	Place	252	756	0	0	0	1,008
Public Toilets - Footfall Counters	Place	16	50	0	0	0	66
FOH County Hall Capital Works	Place	385	1,155	0	0	0	1,540
Wimborne Developments	Place	0	500	3,000	2,000	0	5,500
Brackenbury Nursery (Portland)	Childrens	100	682	0	0	0	782
Dorset Centre of Excellence - Phase 2	Childrens	5,039	1,600	0	0	0	6,639
Innovation Park Capital Programme	Place	0	1,500	6,800	959	0	9,259
Housing Capital Project Fund	Adults & Housing	497	1,583	2,082	500	500	5,162
Capital Funding for Annual Developments (housing)	Adults & Housing	0	750	750	750	750	3,000
Acquisition of Long Term Empty Properties	Adults & Housing	200	600	600	600	500	3,000
LAHF - Ukraine & Afghan Refugee Housing	Adults & Housing	1,391	0	0	0	0	1,391
Shared Prosperity Fund Capital	Adults & Housing	517	0	0	0	0	517
Adults Care Home	Adults & Housing	312	6,288	10,040	11,055	0	27,695
Family Hubs	Childrens	125	2,750	0	0	0	2,875
Installation of new PV	Corporate	83	498	250	0	0	831
School Streets	Place	98	0	0	0	0	98
Low Carbon Dorset	Place	324	0	0	0	0	324
DCIA Wessex	Corporate	102	307	0	0	0	409
Swanage & Durlston Bay Cliff Management	Place	45	60	43	0	0	148
Blandford Bus Stop Improvements	Place	2	0	0	0	0	2
Rural Prosperity Fund	Place	1,925	0	0	0	0	1,925
Lewell Bridge	Place	94	0	0	0	0	94
04PC - Station Road, West Moors	Place	49	0	0	0	0	49
52PC - Station Road, West Moors	Place	62	0	0	0	0	62
HI1340 Abbotsbury Road and B3154 Chickerell Road Junction Improvement	Place	50	228	0	0	0	278
Tilly Whim	Adults & Housing	23	165	96	0	0	284
LUF Weymouth Peninsula	Place	500	9,918	0	0	0	10,418
LUF Weymouth North Quay	Place	18	2,783	0	0	0	2,801
LUF Weymouth West Harbour Sites	Place	3,375	621	0	0	0	3,996
Giddy Green Footpath	Place	2	6	0	0	0	8
SHAP Park & Ride Modular Units	Adults & Housing	498	0	0	0	0	498
B2SA Specialist Housing Development Fund	Adults & Housing	0	500	1,000	1,000	1,000	4,000
Bridport Connect - Demolition	Adults & Housing	40	130	0	0	0	170
Dorset History Centre	Place	0	0	546	0	0	546
Highways Corporate Funding (EAP)	Place	8,465	5,670	5,670	7,100	3,000	29,905
High Angle Battery	Place	108	0	0	0	0	108
Wool Area Public Transport Improvement	Place	17	52	0	0	0	69
Ferndown Bridleway E42-9 Extension (Haviland)	Place	8	25	0	0	0	33
Charminster Farm/A37/Weir View	Place	21	0	0	0	0	21
Blandford Tin Pot Lane Cycleway	Place	0	41	0	0	0	41
Childcare Expansion Capital	Childrens	413	138	0	0	0	551
Dorset Coastal Transition Accelerator Programme	Place	110	0	0	0	0	110
Access for All	Place	69	0	0	0	0	69
WADT Melcombe House	Place	792	250	0	0	0	1,042
Flexible Use of Capital Receipts	Place	1,432	0	0	0	0	1,432
Foster Carers Adaptations	Childrens	250	250	250	250	0	1,000
Brit Catchment NFM Project	Place	219	62	29	0	0	310
Gillingham Town Centre Cycleways (LTP)	Place	1	0	0	0	0	1
Milborne St Andrew Traffic Management	Place	20	0	0	0	0	20
Sheps Hollow Steps	Place	14	0	0	0	0	14
Fairfield Rd, Dorch, Phase 2	Place	14	41	0	0	0	55

Project Name	Directorate	2024/25	2025/26	2026/27	2027/28	2028/29	Total Project Budget (Up to 29/30)
		£000s	£000s	£000s	£000s	£000s	£000s
SHAP Women's Units 4 Verne Road	Adults & Housing	20	0	0	0	0	20
SHAP 18-25 Accommodation	Adults & Housing	629	160	0	0	0	789
Swimming Pool Capital Support	Place	125	0	0	0	0	125
Replacement Parking Attendant Body Cameras	Place	11	32	0	0	0	43
NEW Vehicle Replacement Funding (2025 to 2029)	Place	0	6,586	4,658	1,097	2,520	16,548
NEW Replacement Refuse Collection Vehicle Funding (Five Years)	Place	0	2,508	5,152	4,830	9,550	27,586
NEW Enterprise Resource Planning (ERP) system Replacement	Corporate	0	6,618	4,690	0	0	11,308
NEW Weymouth Harbour Walls Remediation: Walls F and G urgent works	Corporate	0	1,340	0	0	0	1,340
Total		99,833	129,792	85,027	51,367	28,044	405,203

Schemes under development, full business case to be brought forward at a later date		307	14,335	24,792	12,394	19,525	85,228
Coastal and Environmental schemes under development, full business case to be brought forward at a later date		25	2,751	24,349	15,070	8,559	60,007

Total Capital Pan to 2029/30		100,165	146,878	134,168	78,831	56,128	550,438
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Appendix 4: Treasury Management Strategy 2025/26

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. Following competitive procurement 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. Arlingclose expects the Bank of England to continue gradually reducing Bank Rate (or 'base rate') to about 3.75% by March 2026. The Bank Rate is very important for the Council's treasury activities because the returns on cash balances tend to follow this quite closely as do interest rates on short term borrowing. Arlingclose expects interest rates on central government long-term borrowing ("gilt yields") to end the new financial year modestly lower than currently. The interest rates the Council pays on long term borrowing are closely aligned to or, for PWLB loans, directly linked to gilt yields. 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

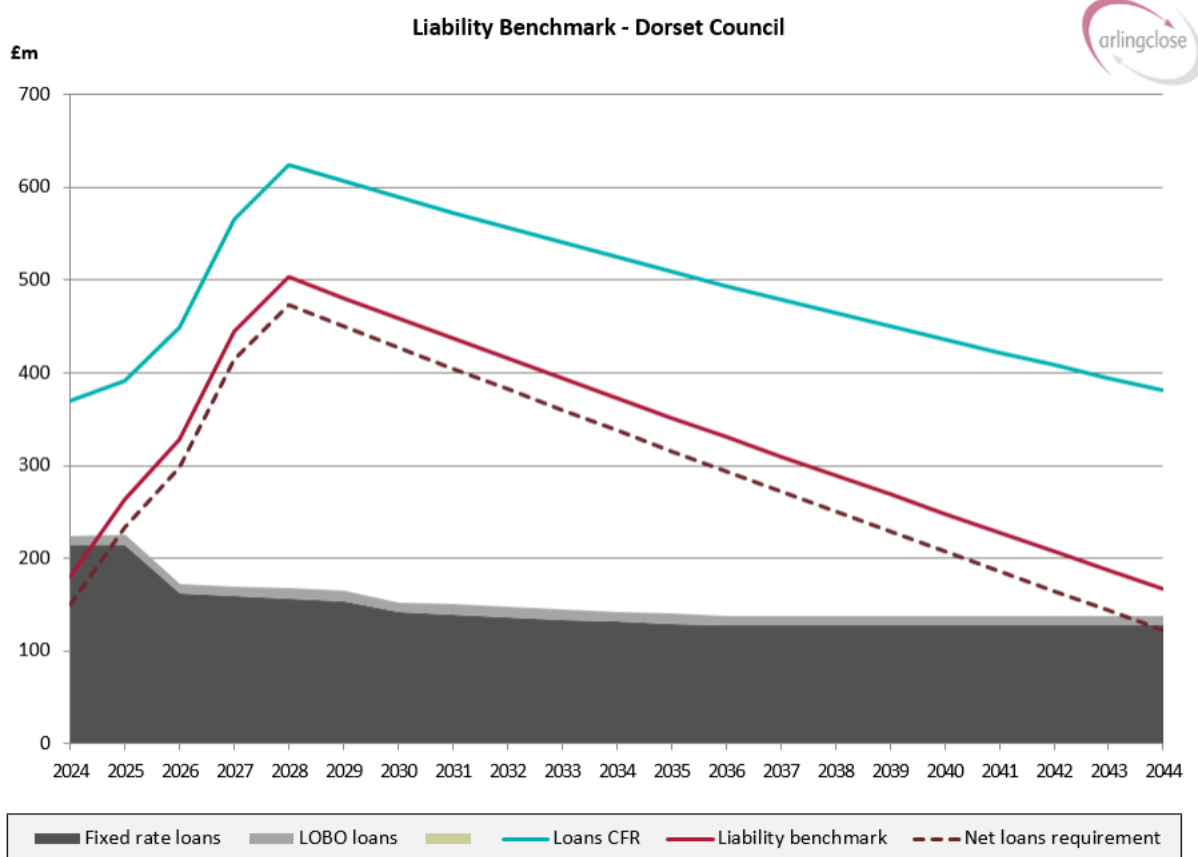
	31-Mar 2024 Actual	31-Mar 2025 Forecast	31-Mar 2026 Budget	31-Mar 2027 Budget	31-Mar 2028 Budget
Capital Financing Requirement (CFR)	388	410	470	585	645
Less: PFI and other debt liabilities	19	20	20	20	20
Loans CFR (underlying borrowing requirement)	369	390	450	565	625
Less: External borrowing	225	315	375	490	550
Internal Borrowing	144	75	75	75	75
Less: Balance sheet resources	217	150	140	130	120
Cash and Investments	73	75	65	55	45

- 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 2024 Actual £m	31-Mar 2025 Forecast £m	31-Mar 2026 Budget £m	31-Mar 2027 Budget £m	31-Mar 2028 Budget £m
Loans CFR (underlying borrowing requirement)	369	390	450	565	625
Less: Balance sheet resources	217	150	140	130	120
Net loans/borrowing requirement	152	240	310	435	505
Plus: Liquidity allowance	30	30	30	30	30
Liability Benchmark	182	270	340	465	535

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 'gap' between the solid red line (liability benchmark) and the grey shaded areas (existing borrowing) indicates the minimum amount and duration of additional external borrowing the Council will need to fund the capital programme over the next twenty years.

5. **Borrowing Strategy**

- 5.1. As at 31 December 2024, the Council held £236.3 million of loans as part of its strategy for funding current and previous years' capital programmes. External borrowing as at 31 December 2024 is summarised in Table 3 below.

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

	Balance £m	Average Rate %	Average Maturity (years)
Public Works Loan Board	89.7	4.3	16.5
Banks (fixed-term)	25.6	4.7	52.1
Banks (LOBO)	11.0	4.6	51.6
Local authorities (long-term)	15.0	4.4	34.7
Local authorities (short-term)	50.0	4.8	0.5
Other lenders (fixed-term)	45.0	3.9	41.5
Total External Borrowing	236.3	4.4	24.5

- 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.
- 5.4. Short-term interest rates are currently higher than in the recent past but are expected to fall in the coming year and it is therefore likely to be more cost effective over the medium-term to either use internal resources, or to borrow short-term loans instead. The risks of this approach will be managed by keeping the Council's interest rate exposure within the limit set in the treasury management prudential indicators. This strategy has enabled the Council to reduce net borrowing costs (despite foregone investment income) and to reduce overall treasury risk.
- 5.5. 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.

- 5.6. 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
 - National Wealth Fund Ltd (formerly 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.
- 5.7. 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
- 5.8. 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.
- 5.9. 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.
- 5.10. 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.

- 5.11. 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.
- 5.12. 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 2024 are summarised in Table 4 below.

Table 4: Cash and Treasury Investments (as at 31 December 2024)

	Balance £m
Cash and Cash Equivalents	47.6
Treasury Investments:	
Corporate bond funds	12.7
Property funds	19.4
Total Treasury Investments	32.2
Total Cash and Investments	79.8

- 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. 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 £32m in externally managed strategic pooled investment vehicles (bond 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 the Council does not currently 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, secured deposits 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, including exchange traded 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 can be either withdrawn after a notice period or sold on an exchange, 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 unsecured loans to companies and universities. 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 taken into account 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. The target for the portfolio average credit score is 6.0.
- 7.3. **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. 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.
- 7.4. **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 as set out in the table below:

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%

- 7.5. 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.
- 7.6. **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

	2025/26	2026/27	2027/28	No fixed date
Limit on principal invested beyond year end	£30m	£20m	£10m	£60m

7.7. 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
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 2024, 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.

12.0 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 – Arlingclose External Context (January 2025)

Economic background: The impact on the UK from the government’s Autumn Budget, slower expected interest rate cuts, a short-term boost to but modestly weaker economic growth over the medium term, together with the impact from President-elect Trump’s second term in office and uncertainties around US domestic and foreign policy, will be major influences on the Authority’s treasury management strategy for 2025/26.

The Bank of England’s (BoE) Monetary Policy Committee (MPC) held Bank Rate at 4.75% at its December 2024 meeting, having reduced it to that level in November and following a previous 25bp cut from the 5.25% peak at the August MPC meeting. At the December meeting, six Committee members voted to maintain Bank Rate at 4.75% while three members preferred to reduce it to 4.50%.

The November quarterly Monetary Policy Report (MPR) expected Gross Domestic Product (GDP) growth to pick up to around 1.75% (four-quarter GDP) in the early period of the BoE’s forecast horizon before falling back. The impact from the Budget pushes GDP higher in 2025 than was expected in the previous MPR, before becoming weaker. Current GDP growth was shown to be zero (0.0%) between July and September 2024 and 0.4% between April and June 2024, a further downward revision from the 0.5% rate previously reported by the Office for National Statistics (ONS).

ONS figures reported the annual Consumer Price Index (CPI) inflation rate at 2.6% in November 2024, up from 2.3% in the previous month and in line with expectations. Core CPI also rose, but by more than expected, to 3.6% against a forecast of 3.5% and 3.3% in the previous month. The outlook for CPI inflation in the November MPR showed it rising above the MPC’s 2% target from 2024 into 2025 and reaching around 2.75% by the middle of calendar 2025. This represents a modest near-term increase due to the ongoing impacts from higher interest rates, the Autumn Budget, and a projected margin of economic slack. Over the medium-term, once these pressures ease, inflation is expected to stabilise around the 2% target.

The labour market appears to be easing slowly, but the data still require treating with some caution. The latest figures reported the unemployment rate rose to 4.3% in the three months to October 2024 and economic inactivity fell to 21.7%. Pay growth for the same period was reported at 5.2% for both regular earnings (excluding bonuses) and for total earnings. Looking ahead, the BoE MPR showed the unemployment rate is expected to increase modestly, rising to around 4.5%, the assumed medium-term equilibrium unemployment rate, by the end of the forecast horizon.

The US Federal Reserve has continued cutting interest rates, bringing down the Fed Funds Rate by 0.25% at its December 2024 monetary policy meeting to a range of 4.25%-4.50%, marking the third consecutive reduction. Further interest rate cuts are expected, but uncertainties around the potential inflationary impact of incoming President Trump’s policies may muddy the waters in terms of the pace and magnitude of further rate reductions. Moreover, the US economy continues to expand at a decent pace, rising at an (upwardly revised) annual rate of 3.1% in the third quarter of 2024, and inflation remains elevated suggesting that monetary policy may need to remain more restrictive in the coming months than had previously been anticipated.

Euro zone inflation rose above the European Central Bank (ECB) 2% target in November 2024, hitting 2.2% as was widely expected and a further increase from 2% in the previous month. Despite the rise, the ECB continued its rate cutting cycle and reduced its three key policy rates by 0.25% in December. Inflation is expected to rise further in the short term, but then fall back towards the 2% target during 2025, with the ECB remaining committed to maintaining rates at levels consistent with bringing inflation to target, but without suggesting a specific path.

Credit outlook: Credit Default Swap (CDS) prices have typically followed a general trend downwards during 2024, reflecting a relatively more stable financial period compared to the previous year. Improved credit conditions in 2024 have also led to greater convergence in CDS prices between ringfenced (retail) and non-ringfenced (investment) banking entities again.

Higher interest rates can lead to a deterioration in banks' asset quality through increased loan defaults and volatility in the value of capital investments. Fortunately, the rapid interest rate hikes during this monetary tightening cycle, while putting some strain on households and corporate borrowers, has not caused a rise in defaults, and banks have fared better than expected to date, buoyed by strong capital positions. Low unemployment and robust wage growth have also limited the number of problem loans, all of which are positive in terms of creditworthiness.

Moreover, while a potential easing of US financial regulations under a Donald Trump Presidency may aid their banks' competitiveness compared to institutions in the UK and other regions, it is unlikely there will be any material impact on the underlying creditworthiness of the institutions on the counterparty list maintained by Arlingclose, the authority's treasury adviser.

Overall, 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 2024): The Authority's treasury management adviser Arlingclose expects the Bank of England's Monetary Policy Committee (MPC) will continue reducing Bank Rate through 2025, taking it to around 3.75% by the end of the 2025/26 financial year. The effect from the Autumn Budget on economic growth and inflation has reduced previous expectations in terms of the pace of rate cuts as well as pushing up the rate at the end of the loosening cycle.

Arlingclose expects long-term gilt yields to remain broadly at current levels on average (amid continued volatility), but to end the forecast period modestly lower compared to now. Yields will continue remain relatively higher than in the past, due to quantitative tightening and significant bond supply. As ever, there will be short-term volatility due to economic and (geo)political uncertainty and events.

Underlying assumptions:

- As expected, the Monetary Policy Committee (MPC) held Bank Rate at 4.75% in December, although, with a 6-3 voting split and obvious concerns about economic growth, presented a much more dovish stance than had been expected given recent inflationary data.
- The Budget measures remain a concern for policymakers, for both growth and inflation. Additional government spending will boost demand in a constrained supply environment, while pushing up direct costs for employers. The short to medium-term inflationary effects will promote caution amongst policymakers.
- UK GDP recovered well in H1 2024 from technical recession, but underlying growth has petered out as the year has progressed. While government spending should boost GDP growth in 2025, private sector activity appears to be waning, partly due to Budget measures.
- Private sector wage growth and services inflation remain elevated; wage growth picked up sharply in October. The increase in employers' NICs, minimum and public sector wage levels could have wide ranging impacts on private sector employment demand and costs, but the near-term impact will likely be inflationary as these additional costs get passed to consumers.
- CPI inflation rates have risen due to higher energy prices and less favourable base effects. The current CPI rate of 2.6% could rise further in Q1 2025. The Bank of England (BoE) estimates the CPI rate at 2.7% by year end 2025 and to remain over target in 2026.
- The MPC re-emphasised that monetary policy will be eased gradually. Despite recent inflation-related data moving upwards or surprising to the upside, the minutes suggested a significant minority of policymakers are at least as worried about the flatlining UK economy.
- US government bond yields have risen following strong US data and uncertainty about the effects of Donald Trump's policies on the US economy, particularly in terms of inflation and monetary policy. The Federal Reserve pared back its expectations for rate cuts in light of these issues. Higher US yields are also pushing up UK gilt yields, a relationship that will be maintained unless monetary policy in the UK and US diverges.

Forecast:

- In line with our forecast, Bank Rate was held at 4.75% in December.
- The MPC will reduce Bank Rate in a gradual manner. We see a rate cut in February 2025, followed by a cut alongside every Monetary Policy Report publication, to a low of 3.75%.
- Long-term gilt yields have risen to reflect both UK and US economic, monetary and fiscal policy expectations, and increases in bond supply. Volatility will remain elevated as the market digests incoming data for clues around the impact of policy changes.
- This uncertainty may also necessitate more frequent changes to our forecast than has been the case recently.
- The risks around the forecasts lie to the upside over the next 12 months but are broadly balanced in the medium term.

	Current	Mar-25	Jun-25	Sep-25	Dec-25	Mar-26	Jun-26	Sep-26	Dec-26	Mar-27	Jun-27	Sep-27	Dec-27
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	0.75	0.75
Central Case	4.75	4.50	4.25	4.00	3.75	3.75	3.75	3.75	3.75	3.75	3.75	3.75	3.75
Downside risk	0.00	-0.25	-0.25	-0.50	-0.50	-0.75	-0.75	-0.75	-0.75	-0.75	-0.75	-0.75	-0.75
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	0.75	0.75
Central Case	4.90	4.60	4.35	4.10	3.90	3.85	3.85	3.85	3.85	3.85	3.85	3.85	3.85
Downside risk	0.00	-0.25	-0.25	-0.50	-0.50	-0.75	-0.75	-0.75	-0.75	-0.75	-0.75	-0.75	-0.75
5yr gilt yield													
Upside risk	0.00	0.70	0.80	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90
Central Case	4.34	4.30	4.20	4.10	4.00	3.90	3.90	3.95	4.00	4.05	4.05	4.05	4.05
Downside risk	0.00	-0.50	-0.60	-0.65	-0.65	-0.70	-0.70	-0.75	-0.75	-0.80	-0.80	-0.80	-0.80
10yr gilt yield													
Upside risk	0.00	0.70	0.80	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90
Central Case	4.56	4.55	4.45	4.30	4.20	4.20	4.20	4.20	4.25	4.25	4.25	4.25	4.25
Downside risk	0.00	-0.50	-0.60	-0.65	-0.65	-0.70	-0.70	-0.75	-0.75	-0.80	-0.80	-0.80	-0.80
20yr gilt yield													
Upside risk	0.00	0.70	0.80	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90
Central Case	5.05	5.00	4.90	4.80	4.70	4.65	4.65	4.65	4.65	4.65	4.65	4.65	4.65
Downside risk	0.00	-0.50	-0.60	-0.65	-0.65	-0.70	-0.70	-0.75	-0.75	-0.80	-0.80	-0.80	-0.80
50yr gilt yield													
Upside risk	0.00	0.70	0.80	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90	0.90
Central Case	4.52	4.70	4.60	4.50	4.40	4.35	4.35	4.35	4.35	4.35	4.35	4.35	4.35
Downside risk	0.00	-0.50	-0.60	-0.65	-0.65	-0.70	-0.70	-0.75	-0.75	-0.80	-0.80	-0.80	-0.80

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 2025/26

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 former Ministry of Housing, Communities and Local Government's *Guidance on Minimum Revenue Provision* (the MHCLG Guidance) most recently issued in April 2024.
2. The broad aim of the MHCLG Guidance is to ensure that capital expenditure is financed over a period that is aligned with that over which the capital expenditure provides benefits.
3. The MHCLG Guidance requires the Council to approve an Annual MRP Statement each year and provides a number of options for calculating a prudent amount of MRP but does not preclude the use of other appropriate methods. The following statement incorporates options recommended in the Guidance.
4. MRP is calculated by reference to the capital financing requirement (CFR) which is the total amount of past capital expenditure that has yet to be permanently financed, noting that debt must be repaid and therefore can only be a temporary form of funding. The CFR is calculated from the Authority's balance sheet in accordance with the Chartered Institute of Public Finance and Accountancy's Prudential Code for Capital Expenditure in Local Authorities, 2021 edition.
 - For capital expenditure incurred before 1st April 2008 MRP will be determined as 4% of the loans CFR in respect of that expenditure.
 - For capital expenditure incurred after 31st March 2008, MRP will be determined by charging the expenditure in equal instalments over an estimated average expected useful life of 40 years, starting in the year after an asset becomes operational. 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.

Capital loans

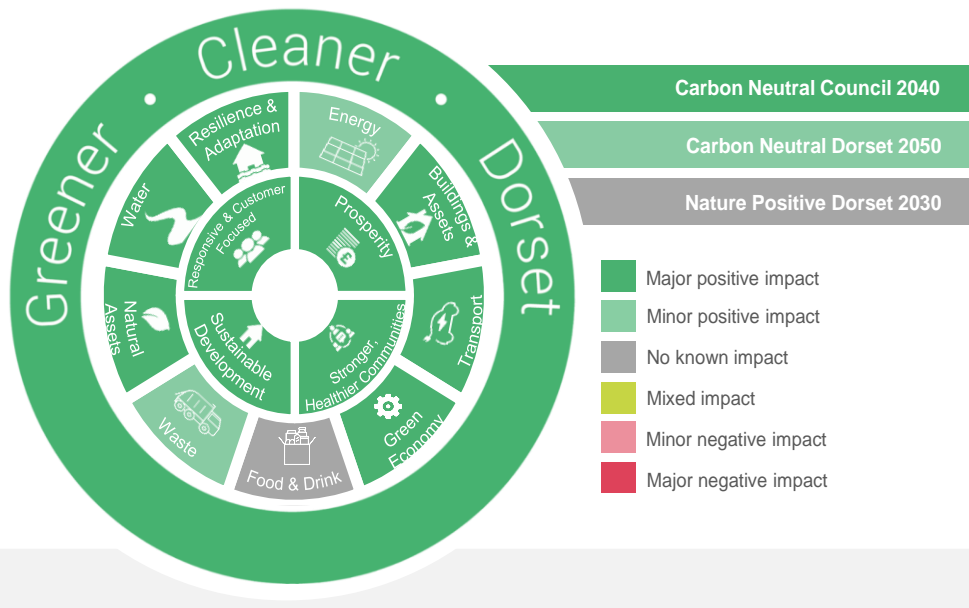
- For capital expenditure on loans to third parties which were made primarily for service purposes, the Authority will make nil MRP except as detailed below for expected credit losses. Instead, the Authority will apply the capital receipts arising from the repayments of the loan principal to finance the expenditure in the year they are received.
- For capital loans made on or after 7th May 2024 where an expected credit loss is recognised during the year, the MRP charge in respect of the loan will be no lower than the loss recognised. Where expected credit losses are reversed, for example on the eventual repayment of the loan, this will be treated as an overpayment.
- For capital loans made before 7th May 2024 and for loans where expected credit losses are not applicable, where a shortfall in capital receipts is anticipated, MRP will be charged to cover that shortfall over the remaining life of the assets funded by the loan.
- Capital expenditure incurred during 2025/26 will not be subject to a MRP charge until 2026/27 or later.

Capital receipts

Proceeds from the sale of capital assets are classed as capital receipts, and are typically used to finance new capital expenditure. Where the Authority decides instead to use capital receipts to repay debt and hence reduce the CFR, the calculation of MRP will be adjusted as follows:

- Capital receipts arising on the repayment of principal on capital loans to third parties will be used to lower the MRP charge in respect of the same loans in the year of receipt, if any.
- Capital receipts arising on the repayment of principal on finance lease receivables will be used to lower the MRP charge in respect of the acquisition of the asset subject to the lease in the year of receipt, if any.
- Capital receipts arising from other assets which form an identified part of the Authority's MRP calculations will be used to reduce the MRP charge in respect of the same assets over their remaining useful lives, starting in the year after the receipt is applied.
- Any other capital receipts applied to repay debt will be used to reduce MRP in ten equal instalments starting in the year after receipt is applied.

Appendix 5 – Climate wheel



Carbon Neutral Council 2040

Carbon Neutral Dorset 2050

Nature Positive Dorset 2030

Quantitative Impact on CEE targets (if known)		
	Unit	Number of units (+/-)
2030 - Natural asset extent & condition	Ha	0
2040 - Operational Emissions	CO ₂ (tonnes)	0

Natural Environment, Climate & Ecology Strategy Commitments	Impact
Energy	minor positive impact
Buildings & Assets	major positive impact
Transport	major positive impact
Green Economy	major positive impact
Food & Drink	No known impact
Waste	minor positive impact
Natural Assets & Ecology	major positive impact
Water	major positive impact
Resilience and Adaptation	major positive 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	
Find out energy use of buildings that are being brought into the Dorset Council carbon footprint, as this will affect our ability to hit our carbon reduction targets	
Find out energy use of any new build buildings that are being added to the Dorset Council carbon footprint, as this will affect our ability to hit our carbon reduction targets	
Support the acceleration of heating and energy and water efficiency through cavity and solid wall insulation, draught proofing, improved glazing and shading, and high energy and water efficient smart appliances	
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	
Look at ways to reduce the amount of waste produced	
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 7 – Harbours Advisory Committee

The Harbours Advisory Committee met on the 4 December 2024 and set out the harbours 2025/26 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 Setting of Fees 2025-26.dotx](#)

Appendix 6

Response to Scrutiny Recommendations

At their meetings, the People and Health Scrutiny Committee (16 January 2025) and Place and Resources Scrutiny Committee (17 January 2024) reviewed the draft proposals for the 2025/26 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.

The committees 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.

Matters raised by the People and Health Scrutiny Committee	Response
Appendix 1d	
<p>When the 2024/25 budget was agreed by full council in February 2024 a decision was taken that 40% of the additional income from the council tax on second homes in Dorset is allocated to the Housing budget annually. (further details here)</p> <p>The People and Health Scrutiny Committee requested evidence to demonstrate how this was being achieved.</p>	<p>When setting the 2025/26 budget the Cabinet considered how to maximise the impact of further investment into Housing.</p> <p>The budget presented to the Cabinet meeting on 28 January 2025 and proposed to on to Full Council meeting on 11 February 2025 contain the following investments into supporting housing:</p> <ul style="list-style-type: none"> £1.5m of funding to support Housing transformation resource £1.6m Housing Capital Project Fund £0.75m Capital Funding for Annual Developments (housing) £0.1m of revenue funding to support capital projects <p>An updated housing strategy is scheduled to be presented to scrutiny.</p>
<p>The committee asked Cabinet to review the description for the saving 'review funding source prevention contract'. There was an option to reduce the contracts from their current level or to use the Better Care Fund. The description of this saving should be updated to include the option of using the Better Care Fund.</p>	<p>The narrative describing this saving now includes reference to external funding source. BCF has not been specifically named so as not to limit the scope to only one funding source.</p>

<p>The committee raised the importance of demonstrating the impact of early intervention against critical need. This should be continued to be developed through Adult Social Care transformation.</p>	<p>Early intervention remains a central theme as part of Adult Social Care transformation.</p>
<p>The committee raised concern about the risk caused by the employers National Insurance rise.</p>	<p>The report presented to scrutiny identifies a £1.5m for Dorset Council staff due to the unfunded changes to National Insurance Contributions.</p> <p>Furthermore this increase puts further pressure on commissioning budgets where some suppliers will be seeking further uplifts to prevent business failure.</p> <p>The report presented to scrutiny confirmed there is an allocation as part of the contingency.</p>
<p>The committee raised the importance of support services being able to provide an enabling role to front-facing services to deliver their work and targets.</p>	<p>Noted</p>
<p>Appendix 1g</p>	
<p>The committee asked that Cabinet was provided with clarification around the proposed saving of £34k relating to youth services (page 75 of the report).</p>	<p>In response to feedback the proposals which were consulted on have been removed.</p>
<p>The committee recognised that the High needs block overspend was an issue for many councils across the Country but requested further information about the financial risks and implications for Dorset Council of a continued overspend.</p> <p>The committee asked for continued focus and oversight over the High Needs Block and to continue strengthening work with partners to address the issues causing overspend.</p>	<p>Cabinet recognises this as the most immediate & significant financial risk to Dorset Council and this is highlighted in the report several times.</p> <p>A webinar will be arranged to brief all members on the national and local position.</p>
<p>The committee asked that Cabinet recognise the impact of the £7m saving caused by early help and prevention in</p>	<p>Budget proposals have been developed and iterated over many months with close work with members and officers.</p>

Children's Services, and to give consideration to how further savings could be made and see the benefits of early help and prevention continue.	Careful consideration has been given to the impact of any changes as part of the 2025/26 budget. Cabinet support the invest to save model and in addition to the base budget for Childrens the report also confirms the continuation of the Families First for Children Pathfinder which is centres around early help and prevention and continues the development of Dorset Councils children in care model.
The committee recognised the challenging nature and volatility of funding provided to the council by the government.	The report sets out the risk associated with volatility and concerns for the uncertainty around future funding for 2026/27 and beyond.
Matters raised by the Place and Resources Scrutiny Committee	Response
Appendix 1d	
When the 2024/25 budget was agreed by full council in February 2024 a decision was taken that 40% of the additional income from the council tax on second homes in Dorset is allocated to the Housing budget annually. (further details here) The Place and Resource Scrutiny committee requested evidence to demonstrate how this was being achieved.	This point was also raised by People and Health Committee and an answer is available earlier within this appendix.
Appendix 1e	
No recommendations	
Appendix 1f	
Recommended that when setting the car park charges for 25/26 further consideration is given to the impact of overnight charging on residents and	The impact of fees and charges on residents, local business and nighttime economy have been considered. Cabinet are continue to offer and promote permits which can be used by

<p>local businesses, and especially the night time economy.</p>	<p>residents to make parking more affordable for regular users.</p> <p>When setting the budget Cabinet consider the need to generate income to fund the maintaining of the highway network, much of which covers rural roads.</p> <p>The Governments discontinuation of funds such as the rural services deliver grant meaning Dorset Council miss out on £3.2m of grant funding.</p>
<p>Recommended that when considering the introduction of charging for non dorset residents for the use of household recycling centres, that the impact for close residents needs consideration.</p>	<p>Dorset Council Tax payers should not be subsidising the cost of services which are consumed by residents from other local authorities.</p> <p>Introducing a charge will allow non-Dorset residents to consider whether they wish to pay a fee for the convenience of using a particular site, or wish to make arrangements to visit a site which they can use for free.</p>
<p>Recommend that appropriate budget is identified to fund the additional resources required to prepare the Local plan.</p>	<p>The budget implications of preparing a Local Plan is currently funded from a reserve. Proposals are being developed to identify the ongoing resources and funding requirement to meet the updated Government requirements of preparing a local plan.</p> <p>Expressions of interest have also been submitted to attract external funding.</p>
<p>Requested that the local transport plan budget line be identified explicitly within the budget papers</p>	<p>The 2025/26 budget gross revenue spend of over £1bn.</p> <p>Identifying the local transport plan as a separate line within this paper will be considered as part of future budget papers.</p>
<p>Appendix 1h</p>	

No recommendations	
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Appendix 7 – Harbours Advisory Committee

The Harbours Advisory Committee met on the 4 December 2024 and set out the harbours 2025/26 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 Setting of Fees 2025-26.dotx](#)

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	2025/26	2025/26 Notes
Fee description		
Adult Social Care		
Day Care		
Low	£28.50	
Medium	£33.50	
High	£55.50	
Transport	£12.00	
Outdoor Education		
Ancient Technology Centre - Education Charges		
Day Visits		
Up to 20 pupils	£400.00	
21-33 pupils	£570.00	
34-44 pupils	£753.00	
45-66 pupils	£1,128.00	
Residential Visits		
Tuition	£564.00	
Facilities Charge	£173.00	
Residential	£33.00	
Outreach Roundhouse 4m	£9,230.00	
Outreach Roundhouse 5m	£14,125.00	
Outreach Roundhouse 6m	£18,885.00	
Outreach/Day Visit		
Option 1 (1-40 students)	£570.00	
Option 2 (41-60 students)	£710.00	
Option 3 (60-90 students)	£880.00	
Ancient Technology Centre - Private Hire		
Whole Weekend Hire	£3,570.00	
1 Day Weekend Hire with Overnight Stay	£1,785.00	
1 Day Hire - 9am - 6pm	£895.00	
Weekdays During DC School Holidays		
1 Day Hire - 9am - 6pm	£895.00	
1 Day Week Day Hire with Overnight Stay	£1,785.00	
Re-enactment Hire		

	2025/26	2025/26 Notes	
Fee description			
Per person per night	£30.50		
Carey Outdoor Education Centre - no longer a residential centre wef end July 2024			
Room Hire			
Classroom or cabin hire	£62.00		
Tea/coffee & biscuits per person per day	£3.50		
Tea/coffee throughout day per person per day	£10.00		
Alternative Provision			
Alternative Provision per 4 hour session	£320.00		
Leeson House - Charges increase from 1st September annually			
Self catering groups per person per night - all year excl Christmas & NY	£32.50		
Self catering groups per person per night - Christmas & NY	£51.50		
CAMPING - per person per night	£7.80		
Room Hire per half day			
Games Hall/Large Classroom	£128.10		
Lab/Small Classroom	£116.60		
Library	£64.10		
Conference finger buffet per person	£0.00		
Packed lunch plated up (per person)	£11.50		
Self serve refreshments (per person)	£4.50		
Individual charges (BCP & out of county - Up to & including			
Bed & Breakfast	£43.90		
Breakfast	£8.40		
Packed lunch	£8.90		
Dinner / Lunch	£15.20		
BCP & out of county - A Level			
Bed & Breakfast	£48.90		
Breakfast	£8.40		
Packed lunch	£8.90		
Dinner / Lunch	£15.20		
Adults & University groups			
Bed & Breakfast	£53.80		

	2025/26	2025/26 Notes
Fee description		
Breakfast	£9.45	
Packed lunch	£10.80	
Dinner / Lunch	£16.95	
Residential Visits - Non DC schools, adults & university groups		
Y3 - Y7	£84.00	
Y8 - Y13	£80.00	
Adults & University groups	£82.00	
Low season (24/10 - 12/2) per person per night		
Y3 - Y7	£65.00	
Y8 - Y13	£70.00	
Adults & University groups	£78.00	
High season (13/2 - 31/8) per person per night		
Y3 - Y7	£74.00	
Y8 - Y13	£80.00	
Adults & University groups	£82.00	
MINIMUM FACILITIES CHARGE/RESIDENTIAL TUITION	£215.00	
Mileage (use of minibus)	£3.50	
Day visits		
Day visit charges		
Mileage	£3.50	
Weymouth OEC - out of county		
School / Youth Group Sessions - Up to 3 hrs - One Activity		
Gold Activity Package - WOEC staff & equipment	£248.00	
Silver Activity Package - WOEC staff & equipment	£248.00	
Bronze Activity Package - WOEC staff & equipment	£248.00	
Corporate / Adult Group Sessions - Up to 3 hrs - One Activity		
Gold Activity Package - WOEC staff & equipment	£294.00	
Silver Activity Package - WOEC staff & equipment	£294.00	
Bronze Activity Package - WOEC staff & equipment	£294.00	
Hire of Equipment and Facilities		
Main Hall Hire	£27.00	
Hub hire (Marine Room)	£24.60	

	2025/26	2025/26 Notes
Fee description		
Hub hire (Ocean Room)	£31.80	New for 25/26
Hub hire (Marine & Ocean Room)	£38.40	New for 25/26
Overnight Accommodation - camping in the hall	£20.40	
<u>SWMLTS training and assessment courses</u>		
Coastal & Countryside blended training/assessment	£242.00	
Summer Moorland Leader training and assessment courses	£242.00	
Housing		
New House in Multiple Occupation (HMO) licence fee	£810.00	
Renewal House in Multiple Occupation (HMO) licence fee	£670.00	
Enforcement in Housing	£380.00	
Enforcement in Housing - immigration inspection		Hourly rate
<u>Park Home licences</u>		
New Park Home Licence	£831.00	
Band 1 (1-10)	£89.00	
Band 2 (11-35)	£148.00	
Band 3 (36-71)	£302.00	
Band 4 (71-106)	£487.00	
Band 5 (107-142)	£609.00	
(for sites larger than 142 an additional £114 per multiple of 35 units)		
Minor Amendment of a Licence	£50.00	
Major Amendment of a Licence (Including change of ownership, change conditions or site layout)	£172.00	
Deposit of Site Rules (per set of rules)	£55.00	
Application to the Fit & Proper Person Register	£283.00	
Additional conditions applied to an applicant to be registered as a fit and proper person.	£63.00	
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	

	2025/26	2025/26 Notes
Fee description		
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	

	2025/26	2025/26 Notes
Fee description		
Warmwell Cross	POA	
Northbrook Junction South	POA	
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	
Hamm	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	

	2025/26	2025/26 Notes
Fee description		
Fire Station	POA	
Champtoceaux (Coopers Lane)	POA	
St Michaels	POA	
Tricketts Cross	POA	
Manor Road Roundabout	POA	
Ashley Heath	POA	
Wincombe Roundabout	POA	
Filming permit fees and charges		
Commercial (including stills) Small crew (up to 5) up to 2 hours	£120.00	
Commercial (including stills) Small crew (up to 5) cost per day	£390.00	
Commercial (including stills) Medium crew (6-9) up to 2 hours	£210.00	
Commercial (including stills) Medium crew (6-9) cost per day	£580.00	
Commercial (including stills) Large crew (10+) up to 2 hours	POA	
Commercial (including stills) Large crew (10+) cost per day	POA	
Charity (including stills) Small crew (up to 5) up to 2 hours	£60.00	
Charity (including stills) Small crew (up to 5) cost per day	£195.00	
Charity (including stills) Medium crew (6-9) up to 2 hours	£105.00	
Charity (including stills) Medium crew (6-9) cost per day	£290.00	
Charity (including stills) Large crew (10+) up to 2 hours	POA	
Charity (including stills) Large crew (10+) cost per day	POA	
Drone filming	£65.00	
Date Changes	£0.00	1st charge
Date Changes	£40.00	Subsequent changes
Bus Shelter Posters - King's Statue		
Jan-March 4 Posters	£120.00	Minimum booking 3 months
Jan-March 8 Posters	£230.00	Minimum booking 3 months
Apr-Jun 4 Posters	£240.00	Minimum booking 3 months
Apr-Jun 8 Posters	£450.00	Minimum booking 3 months
Jul-Sept 4 Posters	£300.00	Minimum booking 3 months

	2025/26	2025/26 Notes
Fee description		
Jul-Sept 8 Posters	£560.00	Minimum booking 3 months
Oct-Dec 4 Posters	£180.00	Minimum booking 3 months
Oct-Dec 8 Posters	£340.00	Minimum booking 3 months
<u>e-newsletter sponsorship</u>		
Per newsletter	£180.00	
3 month booking	£480.00	
6 month booking	£890.00	
DC News		
<u>Dorset Council News Advertising</u>		
Full page (Inside Front Cover (IFC and Outside Back Cover (OBC)	£3,480.00	
Half page (Inside Front Cover (IFC and Outside Back Cover (OBC)	£1,740.00	
Quarter page (Inside Front Cover (IFC and Outside Back Cover (OBC)	£930.00	
Job Adverts		
	2025/26	
1 advert	£240.00	
4 adverts	£700.00	
10 adverts	£1,160.00	
25 adverts	£2,610.00	
50 adverts	£4,640.00	
100 advert block	£8,110.00	
Street Naming & Numbering		
Alterations to name or number after initial naming and numbering undertake	£31.00	
Renaming a street	£380.00	
New street – recover administration costs	£31.00	
Adding a name or renaming an existing property - recover administration costs	£31.00	
Land Charges & Legal		
<u>Land Charges</u>		
LLC (per search)	£43.50	
CON29 (per search)	£120.00	
LLC & CON29 (full search)	£160.00	
Optional CON290 (per question)	£21.50	
Solicitors own questions (per question)	£28.00	
Extra parcel(s) of Land - LLC1 -per additional parcel of land up to 15	£7.50	

	2025/26	2025/26 Notes
Fee description		
Extra parcel(s) of land – CON29 - per additional parcel of land up to maximum of 15	£14.00	
Legal - Standard in house		
Head of Legal	£210.00	
Business Partner	£200.00	
Senior Solicitor	£170.00	
Lawyer	£140.00	
Paralegal	£89.50	
Court Hourly rates		
Head of Legal	£300.00	
Business Partner	£300.00	
Senior Solicitor	£250.00	
Lawyer	£200.00	
Paralegal	£150.00	
Other		
Deed sealing fee	£120.00	
Dorset Travel		
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		
Driver Awareness (theory) half day	£37.00	
Contractor Driver Training		
Customer Care, Safeguarding	£37.00	
Emergency First Aid	£37.00	
Arboriculture		
Tree inspections	POA	

	2025/26	2025/26 Notes
Fee description		
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		
<u>Bicycle Hire</u>		
<u>Adult</u>		
1 Hours	£8.30	
2 Hours	£16.00	
3 Hours	£21.00	
All Day	£26.00	
<u>Child</u>		
1 Hours	£7.00	
2 Hours	£12.00	
3 Hours	£16.00	
All Day	£22.00	
<u>Trailer</u>		
1 Hours	£7.00	
2 Hours	£12.00	
3 Hours	£16.00	
All Day	£22.00	
<u>Tag-a-long</u>		
1 Hours	£7.00	
2 Hours	£12.00	
3 Hours	£16.00	
All Day	£22.00	
<u>Child seat</u>		
1 Hours	£4.50	
2 Hours	£6.50	
3 Hours	£8.50	

	2025/26	2025/26 Notes
Fee description		
All Day	£10.00	
Family Ticket (2 adults, 2 kids)		
1 Hours	£29.00	
2 Hours	£52.00	
3 Hours	£68.00	
All Day	£90.00	
Ranger Sessions		
Woodland ID (max 16)	N/A	
Minibeasting (max 16)	N/A	
Pond dipping (max 16)	N/A	
All ranger-led school sessions (Minimum charge £40 up to 16 kids). Then £2 per child	£40-£70	
Nature trundle walks	£3.00	
Ranger led birthday party	£170.00	
Barn Hire (using seasons catering)	£220.00	
Barn Hire (not using seasons catering)	£550.00	
Fishing		
Adult Day Ticket	£5.75	
Senior Day Ticket	£4.75	
Junior Day Ticket	£4.75	
Adventure Valley		
Min land rover sessions 2 laps	£8.50	
Adventure Golf	£8.50	
Other Activities		
Other ranger led holiday activity	£8-12	
Car Parks		
Super Off Peak Monday - Friday November to March outside school holidays		
All times	£2.50	Still to be agreed with Forestry England
Off Peak Monday - Friday April to October outside of school holidays. Weekends Nov to march outside school holidays		
up to 1 Hour	£3.80	Still to be agreed with Forestry England

	2025/26	2025/26 Notes
Fee description		
1-2 hours	£6.80	Still to be agreed with Forestry England
2-4 hours	£9.50	Still to be agreed with Forestry England
4-5 hours	£12.00	Still to be agreed with Forestry England
5+ hours	£14.00	Still to be agreed with Forestry England
<u>Standard</u> <u>Weekends April - October and Dorset/Hampshire school</u> <u>holidays</u>		
up to 1 Hour	£5.40	Still to be agreed with Forestry England
1-2 hours	£10.50	Still to be agreed with Forestry England
2-4 hours	£14.50	Still to be agreed with Forestry England
4-5 hours	£15.50	Still to be agreed with Forestry England
5+ hours	£16.50	Still to be agreed with Forestry England
<u>Early Weekends</u>		
All times	£2.00	Still to be agreed with Forestry England
<u>Minibus day charge</u>		
Peak	£45.00	
Standard	£30.00	
Off Peak	£22.00	
<u>Coaches day charge</u>		
Peak	£100.00	
Standard	£85.00	
Off Peak	£40.00	
<u>Minibus permits</u>		
Minibus Permit - All Hours	£95.00	
Minibus Permit - Off Peak	£60.00	
<u>Parking Permits</u>		
All hours Permit x 1	£80.00	
All hours permit 1+1 car (2 cars registered at same address, only 1 in park at a time).	£90.00	
All hours permit x 2 (2 cars registered at same address, both can be at park at same time).	£100.00	
Quiet times permit – 1 car	£40.00	
Early Bird Weekender	£30.00	

	2025/26	2025/26 Notes
Fee description		
Parking Permits - paid monthly by direct debit		
All hours Permit x 1	£9.00	
All hours permit 1+1 car (2 cars registered at same address, only 1 in park at a time).	£10.00	
All hours permit x 2 (2 cars registered at same address, both can be at park at same time).	£11.00	
Avon Heath		
All Hours permit x 1 - 3 car parks	£48.00	
All Hours permit x 2 - 3 car parks	£58.00	
Walkers FOAH Permit	£35.00	
Max Card Membership	£11.50	
up to 2 hours parking (off peak)	£2.80	
up to 4 hours parking (off peak)	£5.30	
All day (off peak)	£7.50	
up to 2 hours parking (peak)	£3.80	
up to 4 hours parking (peak)	£6.70	
All day (peak)	£9.00	
Children's Treasure Trail	£4.00	
Table Tennis Set Hire	£5.50	
Use of Table Tennis	Free	
Use of Petanque Court	Free	
Petanque boules hire	Free	
Den Build Party per child (min 8 children)	£12.00	
Minibeast Safari Party per child (min 8 children)	£12.00	
Activity Room rental half day	£55.00	
Activity Room rental full day	£80.00	
Discounted 1/2 day Activity Room when booked with Birthday Party	£35.00	
BBQ Area and 1 grill	£50.00	
BBQ Area and 2 grill	£70.00	
Durlston Country Park		

	2025/26	2025/26 Notes
Fee description		
Parking all day (summer)	£7.50	
parking 4hours (summer)	£6.50	
Parking 3 hours (summer)	£5.00	
Parking 2 hours (summer)	£4.00	
Parking 1 hour (summer)	£2.50	
Parking all day (winter)	£5.00	
parking 4hours (winter)	£3.50	
Parking 3 hours (winter)	£3.00	
Parking 2 hours (winter)	£2.20	
Parking 1 hour (winter)	£1.20	
Guided Walks/head	£3.50-£4.50	
Activity Session Schools/Groups / head	£3.50-£4.50	
Room hire L/Centre half day	£45.00	
Room hire L/Centre full day	£80.00	
Room hire Belvedere half day)	£230.00	
Room hire Belvedere full day)	£410.00	
Gallery Hire (all day 9am-5pm)	£650.00	
Gallery Hire (evening (6pm – 10.30pm)	£890.00	
Thorncombe Woods		
FoT membership	£40.00	
Charcoal	£10.00	
Charcoal to DC sites	£7.50	
Biochar	£6.00	
Biochar to DC sies	£4.00	
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)	£1.50	
Woodcraft Area 1st Hour	£12.00	
Woodcraft Areas subsequent Hours	£6.00	
Parking 1 hour	£1.50	
Parking 2 hours	£2.90	
Parking 4 hours	£4.50	
Parking 8 hours	£7.50	
Parking up to 12 hours (max stay)	£10.00	
Dorset Biodiversity Appraisal Protocol		
DBAP fee type		

	2025/26	2025/26 Notes
Fee description		
Amendment	£44.00	
Householder / Listed Building Consent / Single barn conversion	£115.00	
Minor development	£390.00	
Major development	£1,069.00	
Conservation project	£112.00	
Biodiversity advice		
Biodiversity/ecology advice	£427.00	
Biodiversity/ecology advice	£46.00	
Historic environment		
Historic environment	£387.00	
Historic environment	£48.00	
Historic environment - planning advice to BCP	£14,543.00	Currently not agreed to continue - will know if this contract will continue to happen in feb 2025
Highways		
Street Works - Installation of new service (section 50 licences)	£600.00	
Street Works - Repair of service (section 50 licences)	£370.00	
NRSWA ad-hoc inspection fees	£50.00	Statutory cap The Street Works (Inspection Fees) (England) Regulations 2022
NRSWA defective reinstatements	£120.00	Statutory cap at £120 per inspection with a maximum limit of 2 charges for any defective reinstatement (£240)
NRSWA sec 74 charges	£100.00	Statutory cap minimum charge
	£10,000.00	Statutory cap maximum charge
Temporary traffic regulation orders (including advertising)	£1,560.00	
Temporary traffic regulation orders - where applications are received under 12 weeks before commencing (including advertising)	£1,860.00	
Temporary traffic regulation notice (TTRN) for planned works up to five days or emergency closures up to 21 days	£560.00	
Temporary traffic regulation notice (TTRN) for planned works up to five days - where applications are received under 12 weeks before commencing	£860.00	
Temporary traffic regulation notice (TTRN) for short duration emergencies less than 24 hours	£400.00	
Extension/Cancellation of TTRN/TTRO	£250.00	

	2025/26	2025/26 Notes
Fee description		
Parking suspension fee	£130.00	
Temporary traffic regulation order for special commercial events	£540.00	
Temporary traffic regulation order for special commercial events	£410.00	
Temporary traffic regulation order for special commercial events	£330.00	
Temporary traffic regulation order for special commercial events	£260.00	
Temporary traffic regulation order for special 'not for profit organisation' events	£260.00	
Temporary traffic regulation order for special 'not for profit organisation' events	£210.00	
Temporary traffic regulation order for special 'not for profit organisation' events	£170.00	
Temporary traffic regulation order for special 'not for profit organisation' events	£83.00	
Temporary traffic regulation order for special charitable or ceremonial events	£200.00	
Temporary traffic regulation order for special charitable or ceremonial events	£150.00	
Temporary traffic regulation order for special charitable or ceremonial events	£110.00	
Temporary traffic regulation order for special charitable or ceremonial events	£28.50	
Road space booking for USRN (unique street reference number)	£25.00	Statutory cap
	£1.00	Statutory cap
Street Works Permit Scheme Application - Road Category 0, 1 & 2 or Traffic Sensitive - Provisional Advance Authorisation	£105.00	New for 25/26
Street Works Permit Scheme Application - Road Category 0, 1 & 2 or Traffic Sensitive - Major works - over 10 days and all major works requiring a traffic regulation order	£222.00	New for 25/26
Street Works Permit Scheme Application - Road Category 0, 1 & 2 or Traffic Sensitive - Major works - 4-10 days	£130.00	New for 25/26
Street Works Permit Scheme Application - Road Category 0, 1 & 2 or Traffic Sensitive - Major works – up to 3 days	£65.00	New for 25/26
Street Works Permit Scheme Application - Road Category 0, 1 & 2 or Traffic Sensitive - Standard activity	£130.00	New for 25/26
Street Works Permit Scheme Application - Road Category 0, 1 & 2 or Traffic Sensitive - Minor activity	£65.00	New for 25/26
Street Works Permit Scheme Application - Road Category 0, 1 & 2 or Traffic Sensitive - Immediate activity	£60.00	New for 25/26
Street Works Permit Scheme Application - Road Category 0, 1 & 2 or Traffic Sensitive - Permit Variation	£45.00	New for 25/26

	2025/26	2025/26 Notes
Fee description		
Street Works Permit Scheme Application - Road Category 3 & 4 and Non-Traffic Sensitive - Provisional Advance Authorisation	£73.00	New for 25/26
Street Works Permit Scheme Application - Road Category 3 & 4 and Non-Traffic Sensitive - Major works - over 10 days and all major works requiring a traffic regulation order	£119.00	New for 25/26
Street Works Permit Scheme Application - Road Category 3 & 4 and Non-Traffic Sensitive - Major works - 4-10 days	£69.00	New for 25/26
Street Works Permit Scheme Application - Road Category 3 & 4 and Non-Traffic Sensitive - Major works – up to 3 days	£36.00	New for 25/26
Street Works Permit Scheme Application - Road Category 3 & 4 and Non-Traffic Sensitive - Standard activity	£69.00	New for 25/26
Street Works Permit Scheme Application - Road Category 3 & 4 and Non-Traffic Sensitive - Minor activity	£36.00	New for 25/26
Street Works Permit Scheme Application - Road Category 3 & 4 and Non-Traffic Sensitive - Immediate activity	£30.00	New for 25/26
Street Works Permit Scheme Application - Road Category 3 & 4 and Non-Traffic Sensitive - Permit Variation	£35.00	New for 25/26
Traffic counting equipment on the highway licence	£120.00	
Accident data - General public and consultant requests - data	£140.00	
Provision of Traffic Regulation Orders (TRO)	£3,310.00	
Accident data - General public/consultant requests - maps and automatic data	£110.00	
Supply of no waiting cones	£56.00	
	£2.50	
	£8.50	
	£29.50	
	£55.00	
	£82.00	
Placing a skip on the highway	£88.50	
Erect scaffolding on the highway	£88.50	
Temporary deposit of materials on the highway - Section 171 of the Highways Act	£88.50	
Renewal of skip, scaffold or materials licence	£44.50	
Non removal of skip, scaffold or materials at end of licence period	£88.50	
Highway enforcement inspections	£72.50	
Removal of other highway obstructions - Section 115 of the Highways Act	£72.50	
Storage of illegal signs and other highway obstructions	£2.50	
Erect hoarding	£72.50	
Inspection of hoardings	£72.50	
Renewal of hoardings	£72.50	

	2025/26	2025/26 Notes
Fee description		
New application - Sitting out licence for café	£110.00	
New application - Sitting out licence with permanent structures (S115E Highways Act)	£350.00	
New application - General licensing of private infrastructure on the highway (e.g. planters, statues)	£380.00	
Renewal - General licensing of private infrastructure on the highway (e.g. planters, statues)	£230.00	
Vehicles crossing over footways and verges - Section 184 of the Highways Act	£370.00	
Opening of highway for works other than street works (vehicle crossings, etc) - Section 171	£370.00	
Licences to cultivate the highway - planting trees and shrubs	£89.50	
Structures over the highway - including cranes, cables and banners	£54.00	
Control of construction cellars	£91.50	
	£120.00	
Control of openings to cellars	£91.50	
	£120.00	
Private hire of portable variable message signs (VMS)	£440.00	
	£150.00	
Temporary traffic signal design - 3/4 way - more than 3 weeks notice	£0.00	
Temporary traffic signal design - 3/4 way - more than 1 week but less than 3 weeks notice	£0.00	
Temporary traffic signals design - 3/4 way - less than 1 weeks notice	£0.00	
Traffic Signals - Letter to solicitor	£200.00	
Traffic Signals - Plans and timings to solicitor	£200.00	
Traffic Signals - Plans to solicitor	£100.00	
Traffic Signals - Timings to solicitor	£100.00	
Traffic signal 1E document	£170.00	
Traffic Control Centre mobilisation for events	£49.50	
Traffic Control Centre mobilisation for events	£72.50	
Traffic Control Centre mobilisation for events	£86.50	
Supply of noise survey data to third parties	£42.00	
Supply of noise survey data to third parties	£65.50	
Supply of noise survey data to third parties	£85.50	
Manual traffic counts - 4/5 arm junction or roundabout	£200.00	
Manual traffic counts - 3 arm junction or roundabout	£170.00	
Manual traffic counts - link count	£140.00	

	2025/26	2025/26 Notes
Fee description		
Automatic traffic counts - up to 2 weeks per site	£140.00	
Traffic counts - any data over 6 years old	£66.50	
Section 38 Agreement - Highways Act (Application Fee / Initial Deposit Levels)	£3,480.00	
Section 38 Agreement - Highways Act (Application Fee / Initial Deposit Levels)	£6,950.00	
Extension of existing Section 38 Agreement - Highways Act	£360.00	
Section 278 Agreement - Highways Act (Application Fee / Initial Deposit Levels)	£3,480.00	
Section 278 Agreement - Highways Act (Application Fee / Initial Deposit Levels)	£6,950.00	
Section 278 Agreement - Highways Act (Application Fee / Initial Deposit Levels)	£5,370.00	
Section 278 Agreement - Highways Act (Application Fee / Initial Deposit Levels)	£11,580.00	

	2025/26	2025/26 Notes
Fee description		
Section 278 Agreement - Highways Act Minor works agreement	£1,740.00	
Section 219-225 Advance Payment Code - Highways Act Private roads - Technical approval of non adoptable specification		
Section 219-225 Advance Payment Code - Highways Act Private roads - Technical approval of adoptable specification		
Transport Development Pre-Application Advice Residential Development	£410.00	
Transport Development Pre-Application Advice Residential Development	£870.00	
Transport Development Pre-Application Advice Residential Development	£1,390.00	
Transport Development Pre-Application Advice Residential Development	£2,320.00	
Transport Development Pre-Application Advice Commercial and Retail Development	£410.00	
Transport Development Pre-Application Advice Commercial and Retail Development	£870.00	
Transport Development Pre-Application Advice Commercial and Retail Development	£1,390.00	
Transport Development Pre-Application Advice Commercial and Retail Development	£2,320.00	
Freedom of Information (FOI) Requests	£500.00	
Freedom of Information (FOI) Requests	£1,030.00	
Highway information & rights of way searches - solicitors and professionals	£39.00	
Common land registry and town/village green registry enquiries	£39.00	
Highway information and rights of way searches - personal search enquiries	£17.00	
Highway information & rights of way searches - all searches	£4.50	
Stopping up of Highway or PROW	£4,410.00	
Technical responses to land searches (private street works)	£43.50	

	2025/26	2025/26 Notes
Fee description		
Technical responses to land searches (private street works)	£64.50	
Technical responses to land searches (private street works)	£77.00	
Provision of white lines - drive access protection (5m length)	£250.00	
Disabled parking bays	£270.00	
Tourism signs - stage 1 - application	£350.00	
Community signs - stage 1 - application	£130.00	
Community and tourism signs - stage 2 - provision of signs (supplied and installed by Dorset Highways)		
Community and tourism signs - stage 3 - maintenance		
Community and tourism signs - end of life disposal		
Residents only parking permits - on street residents permits	£85.00	
Residents only parking permits - on street residents permits	£50.00	
Visitors parking permits - on street resident parking schemes	£20.00	Per 20 permits
Health Care Permits - registered care workers - on street	£15.00	
Builders Parking Waivers - on street	£16.00	Per day
Restricted Mobility permit - off street	£18.00	
Licence for works (compounds, skips, etc) - off-street *new fee*	POA	Linked to tariffs so will increase in line with tariff increase
Licence for works (compounds, skips, etc) - off-street *new fee*	POA	Linked to tariffs so will increase in line with tariff increase
Station Rd and Deans Court parking permits - off street	£475.00	

	2025/26	2025/26 Notes
Fee description		
Concessionary use of a Car Park (events) - off-street *new fee*	£0.00	Linked to tariffs so will increase in line with tariff increase
Flexi permit - long stay off street car park permit (new last year)	£305.00	
Flexi permit - long stay off street car park permit (new last year)	£29.00	
Short stay permit - short stay off street car park permit (new last year)	£95.00	
Road safety audit - Small scheme	£1,510.00	
Road safety audit - Medium scheme	£1,970.00	
Road safety audit - Large scheme	£2,440.00	
Fleet Services		
Vehicle MOT's		Retail
	£29.65	Class 1/2 small
	£37.80	Class 1/2 large
	£54.85	Class 4
	£57.30	Class 4 large
	£59.55	Class 5
	£59.55	Class 5 bus (13-16 seats)
	£80.65	Class 5 bus (more than 16 seats)
	£58.60	Class 7
		Trade
	£23.00	Class 1/2
	£48.00	Class 4
	£54.85	Class 4 large
	£55.00	Class 5
		Other
	£11.00	Retest class 1 & 2
	£22.00	Retest Class 4
Vehicle repairs & maintenance	£76.50	
Vehicle servicing	£76.50	
Vehicle fabrication	£76.50	
Vehicle inspections	£76.50	

	2025/26	2025/26 Notes
Fee description		
Minibus inspection scheme for schools and academies	£450.00	
Development Control		
Permitted Development Advice - Householder Enquiry	£130.00	
Permitted Development Advice Non - Householder Enquiry	£155.00	
<p>Minerals and Waste - Level 1 - Office / Virtual / Site Based Meeting. 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. 	£2,370.00	
<p>Minerals and Waste - Level 2 - Office / Virtual / Site Based Meeting. 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. 	£3,080.00	

	2025/26	2025/26 Notes
Fee description		
<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. 	£2,490.00	
<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. 	£2,725.00	

	2025/26	2025/26 Notes
Fee description		
<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. 	£2,965.00	
<p>Small scale major WRITTEN</p> <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. 	£1,315.00	
<p>Small scale major OFFICE BASED MEETING</p> <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. 	£1,490.00	
<p>Small scale major SITE BASED MEETING</p> <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. 	£1,830.00	
<p>Minor - WRITTEN</p> <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. 	£880.00	

	2025/26	2025/26 Notes
Fee description		
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 to1000 sq. m floorspace •Small scale free standing renewable energy proposals under 1 hectare. 	£1,165.00	
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 	£625.00	
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 	£990.00	
Listed building/heritage with Conservation Officer only - WRITTEN Listed building advice/specific advice about impact on a conversation area or other heritage asset	£220.00	
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	£510.00	
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	£265.00	
Validation Advice Surgery	£100.00	

	2025/26	2025/26 Notes
Fee description		
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	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)	Free	
Administration Charge For Returned Unvalidated Applications. For application where processing has commenced and the application is not continued with. Applies to both discretionary and statutory applications when an Invalid communication has been sent.	TBC	Awaiting Legal sign off
Additional officers at a meeting e.g. Archaeologist, Tree officer, etc OR Additional Further Advice	£113.00	Per hour or part thereof
Planning Performance Agreement	£123.00	Per hour or part thereof
Standalone review and advice of ecology information and surveys and/or Biodiversity Net Gain information provided by Senior Ecologist, Natural Environment Team only - WRITTEN ADVICE	£500.00	New pre app introduce Nov 2024
Standalone review and advice of ecology information and surveys and/or Biodiversity Net Gain information provided by Senior Ecologist, Natural Environment Team only - COMPLEX ADVICE	Bespoke fee based on hourly rate	New pre app introduce Nov 2024
Planning Performance Agreement	£122.50	Per hour or part thereof
Application for action under High Hedges legislation	£625.00	
Confirmation of compliance with an Enforcement Notice	£590.00	
Planning history search / data request	£100.00	

	2025/26	2025/26 Notes
Fee description		
Householder application Alterations/extensions to a single dwellinghouse, including works within boundary	TBC	Set by Government
Outline Application Where the site area is less than 0.5 hectares	TBC	Set by Government
Outline Application Where the site area is at least 0.5 hectare but does not exceed 2.5 hectares	TBC	Set by Government
Outline Application Where the site exceeds 2.5 hectares	TBC	Set by Government
Full applications		
Alterations/extensions to dwellinghouses, including works within boundaries - Single	TBC	Set by Government
Alterations/extensions to dwellinghouses, including works within boundaries - 2 or more	TBC	Set by Government
New dwellinghouse - 1 - 9 dwellings	TBC	Set by Government
New dwellinghouse - 10 - 50 dwellings	TBC	Set by Government
New dwellinghouse - more than 50 dwellings	TBC	Set by Government
Erection of buildings (not dwellinghouse, agricultural, glass)		
Gross floor space to be created by the development, No increase in gross floor space or no more than 40sqm	TBC	Set by Government
where the area of gross floor space created by the development exceeds 40 square metres but is less than 1000 square metres	TBC	Set by Government
where the area of gross floor space created by the development is at least 1000 square metres but does not exceed 3750 square metres	TBC	Set by Government

	2025/26	2025/26 Notes
Fee description		
where the area of gross floor space created by the development exceeds 3750 square metres	TBC	Set by Government
Erection of buildings (on land used for agriculture for agricu		
Gross floor space to be created by the development Not more than 465sqm	TBC	Set by Government
More than 465sqm but not more than 540sqm	TBC	Set by Government
where the area of gross floor space to be created by the development exceeds 540 square metres but is less than 1000 square metres	TBC	Set by Government
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	TBC	Set by Government
where the area of gross floor space to be created by the development exceeds 4215 square metres,	TBC	Set by Government
Erection of glasshouses (on land used for the purposes of ag		
Where the area of gross floor space to be created by the development does not exceed	TBC	Set by Government
Where the area of gross floor space to be created by the development exceeds 465 square metres but is less than 1000 square metres	TBC	Set by Government
Where the area of gross floor space to be created by the development is 1000 square metres or more, £3,483	TBC	Set by Government
The erection, alteration or replacement of plant or machinery		
Where the site area is less than 1 hectare,	TBC	Set by Government
Where the site area is at least 1 hectare but does not exceed 5 hectares,	TBC	Set by Government
Where the site area exceeds 5 hectares,	TBC	Set by Government

	2025/26	2025/26 Notes
Fee description		
Applications other than Building Works		
Car parks, service roads or other accesses - for existing uses	TBC	Set by Government
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	TBC	Set by Government
Site area - more than 15 hectares	TBC	Set by Government
Operations connected with exploratory drilling for oil or nat		
Not more than 7.5 hectares	TBC	Set by Government
More than 7.5 hectares	TBC	Set by Government
Operations other than exploratory drilling for the winning a		
Site area - not more than 15 hectares	TBC	Set by Government
Site area - more than 15 hectares	TBC	Set by Government
Other operations (winning and working of minerals) excludi		
Site area - not more than 15 hectares	TBC	Set by Government

	2025/26	2025/26 Notes
Fee description		
Site area - more than 15 hectares	TBC	Set by Government
Other operations (not coming within any of the above categories)		
Any site area	TBC	Set by Government
Change of use of a building to use as separate dwellinghouses		
where the change of use is to use as fewer than 10 dwellinghouses	TBC	Set by Government
where the change of use is to use as at least 10 but no more than 50 dwellinghouses,	TBC	Set by Government
where the change of use is to use as more than 50 dwellinghouses,	TBC	Set by Government
Other changes of use of a building or land	TBC	Set by Government
Lawful development certificate		
Existing use or operation	TBC	Set by Government
Existing use or operation - lawful not to comply with any condition or limitation	TBC	Set by Government
Proposed use or operation	TBC	Set by Government
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)	TBC	Set by Government
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)	TBC	Set by Government
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)	TBC	Set by Government

	2025/26	2025/26 Notes
Fee description		
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	TBC	Set by Government
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,	TBC	Set by Government
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	TBC	Set by Government
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,	TBC	Set by Government
for an application under Part 16 of that Schedule (communications)	TBC	Set by Government
for an application under Part 19 of that Schedule (development by the Crown or for national security purposes),	TBC	Set by Government
(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,	TBC	Set by Government
(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,	TBC	Set by Government
(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,	TBC	Set by Government
Reserved matters		
Approval of reserved matters following outline approval	TBC	Set by Government
Removal/Variation/Approval/Discharge of condition		
Removal or variation of a condition	TBC	Set by Government
Discharge of condition - Householder permissions	TBC	Set by Government
Discharge of condition - All other permissions	TBC	Set by Government
Advertising		
Relating to the business on the premises	TBC	Set by Government
Advance signs which are not situated on or visible from the site, directing the public to a business	TBC	Set by Government
Other advertisements	TBC	Set by Government

	2025/26	2025/26 Notes
Fee description		
Non-material amendment following a grant of planning per		
Householder developments	TBC	Set by Government
Any other development	TBC	Set by Government
Permission in principle		
Site area	TBC	Set by Government
Building Control		
Hourly Rate	£85.00	Per hour or part thereof
Regularisation of unauthorised work	£85.00	Per hour or part thereof + penalty charge
Replacement documentation	£62.50	
Replacement documentation (additional)	£37.50	
Building Control documents, archives and record / detailed enquiry	£85.00	
Formal letter of confirmation of exempt work	£85.00	
Pre application site inspection	£85.00	Per hour or part thereof
Pre application advice	£85.00	Per hour or part thereof
Dangerous structure call-out	£85.00	Per hour or part thereof
Tourism Development		
Website membership		
Accommodation/Attractions/Activities		
Bronze	£215.00	
Silver	£280.00	
Gold	£445.00	
Platinum	£800.00	
Eating Out/Retail/Transport		
Bronze	£85.00	
Silver	£125.00	
Gold	£265.00	
Microsites		
Standard (set up fee)	£10,700.00	The microsite contracts run until May 2026 so they will be in the 25/26 budget but we can't increase the fees on these as they are agreed as a set fee in the SLAs
Standard (annual fee)	£6,400.00	
Enhanced (set up fee)	£12,200.00	

	2025/26	2025/26 Notes
Fee description		
Enhanced (annual fee)	£7,100.00	
Premium (set up fee)	£13,600.00	
Premium (annual fee)	£6,550.00	
<u>Partnerships & Collaborations</u>		
Trade groups, Town Councils, BIDs etc	£1,365.00	Social Media Collaborations. Minimum fee
Trade groups, Town Councils, BIDs etc	£2,780.00	Enhanced Digital Promotion. Minimum fee
Trade groups, Town Councils, BIDs etc	£4,410.00	Discounted Memberships. Minimum fee
<u>Additional Website Advertising</u>		
<u>Banner Advert</u>		
Large Display Advert (High Season) member rate	£550.00	
Large Display Advert (Low Season) member rate	£330.00	
Small Display Advert (High Season) member rate	£110.00	
Small Display Advert (Low Season) member rate	£55.00	
<u>Don't Miss Feature</u>		
Jan	£220.00	
Feb	£220.00	
Mar	£220.00	
Apr	£330.00	
May	£330.00	
Jun	£440.00	
Jul	£440.00	
Aug	£440.00	
Sep	£330.00	
Oct	£330.00	
Nov	£280.00	
Dec	£280.00	
<u>E-News Features</u>		
Jan	£90.00	

	2025/26	2025/26 Notes
Fee description		
Feb	£90.00	
Mar	£90.00	
Apr	£90.00	
May	£90.00	
Jun	£90.00	
Jul	£90.00	
Aug	£90.00	
Sep	£90.00	
Oct	£90.00	
Nov	£90.00	
Dec	£90.00	
Campaign Bundles		
Bundle 1	£600.00	New for 2025/26
Bundle 2	£960.00	New for 2025/26
Bundle 3	£1,200.00	New for 2025/26
Libraries		
Tier 1 Library Space half day (out of hours)	£10.00	
Tier 1 Library Space full day (out of hours)	£15.00	
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)	£10.00	
Tier 1 Small meeting room full day (out of hours)	£15.00	
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)	£10.00	
Tier 1 medium meeting room full day (out of hours)	£15.00	
Tier 1 large meeting room half day (in hours)	£5.00	
Tier 1 large meeting room full day (in hours)	£10.00	
Tier 1 large meeting room half day (out of hours)	£10.00	

	2025/26	2025/26 Notes
Fee description		
Tier 1 large meeting room full day (out of hours)	£15.00	
Tier 2 Library Space half day (out of hours)	£20.00	
Tier 2 Library Space full day (out of hours)	£35.00	
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)	£25.00	
Tier 2 Small meeting room full day (out of hours)	£40.00	
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)	£35.00	
Tier 2 medium meeting room full day (out of hours)	£55.00	
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)	£45.00	
Tier 2 large meeting room full day (out of hours)	£75.00	
Tier 3 Library Space half day (in hours)	£47.50	
Tier 3 Library Space full day (in hours)	£73.50	
Tier 3 Library Space half day (out of hours)	£94.50	
Tier 3 Library Space full day (out of hours)	£180.00	
Tier 3 Small meeting room half day (in hours)	£47.50	
Tier 3 Small meeting room full day (in hours)	£73.50 - £84.00	
Tier 3 Small meeting room half day (out of hours)	£52.50 - £100.00	
Tier 3 Small meeting room full day (out of hours)	£89.50 - £184.00	
Tier 3 medium meeting room half day (in hours)	£58.00	
Tier 3 medium meeting room full day (in hours)	£100.00 - £105.00	
Tier 3 medium meeting room half day (out of hours)	£63.00 - £110.00	
Tier 3 medium meeting room full day (out of hours)	£105.00 - £205.00	
Tier 3 large meeting room half day (in hours)	£73.50	

	2025/26	2025/26 Notes
Fee description		
Tier 3 large meeting room full day (in hours)	£140.00	
Tier 3 large meeting room half day (out of hours)	£130.00	
Tier 3 large meeting room full day (out of hours)	£240.00	
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	£28.35	
Student - annual fee	£311.85	
Frozen membership - per month (max of 4)	£3.50	
Annual membership fee	£427.35	
Joining Fee	£10.50	
Facilities Charges		
Diamond Card		
Annual Charge - adult	£25.50	
Annual Charge - junior	£13.00	
Replacement card	£6.50	
Adult Squash** (45mins)	£9.50	

	2025/26	2025/26 Notes
Fee description		
Junior Squash** (45mins)	£4.50	
Adult Badminton** (45mins)	10.50	
Junior Badminton** (45mins)	£5.50	
Adult Tennis(Astro Courts)* (30mins)	£5.50	
Junior Tennis(Astro Courts)* (30mins)	£3.00	
Adult Table-Tennis* (30 mins)	£4.00	
Junior Table-Tennis* (30 mins)	£2.00	
Shower	£3.50	
Main Hall** (45 mins)		
Day hire	£680.00	
Adult	£67.50	
Junior	£34.50	
User -applies for single court hire (other than badminton)	£2.50	
Playzone		
Supervised	£5.00	
Unsupervised	£4.00	
Private Hire	£59.50	
Astro Pitch***2 (60 mins)		
Adult - Whole Pitch	£86.00	
Junior - Whole Pitch	£65.00	
Adult - Mini Pitch	£48.00	
Junior - Mini Pitch	£38.50	
Football Pitch		
Adult (per match)	£74.50	
Junior (per match)	£50.00	
Cricket Pitch - Artificial Wicket		

	2025/26	2025/26 Notes
Fee description		
Adult - per evening game	£50.00	
Junior - per evening game	£37.50	
Studio 1***2 (60 mins)		
Adult	£53.50	
Junior	£42.00	
Studio 2***2 (60mins)	£28.00	
Studio Fitness Classes - Diamond Card	6.50	
Studio Fitness Classes - Standard	£7.50	
Gym		
Standard Workout - Diamond Card	6.50	
Standard Workout	9.00	
Standard Workout - Senior - Diamond	£5.50	
Standard Workout - Senior	£8.00	
Concession weekday to 5pm	£3.50	
Induction fee	£14.95	
Swimming Pool		
Adult Swim (Diamond Card)	£4.75	
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	

	2025/26	2025/26 Notes
Fee description		
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)	£4.00	
Private Pool Hire*** (60 mins)		
Affiliated Clubs	£69.50	
Events	£99.50	
Affiliated Club - 1 Lane	£12.50	
Provision of lifeguard	£20.00	
Swim school monthly	£26.00	
Swim school extra	£29.50	
Meeting Room***2 (60 mins)	£24.50	
Clinic Room - all day	£58.00	
Hire of sports equipment		
Racket Hire for 2 rackets plus ball	£3.00	
Refundable damage deposit	£7.00	
Table Tennis Bat	£2.00	
Refundable damage deposit	£3.00	
Soccer Ball Hire	£3.00	
Refundable damage deposit	£11.50	
Pool Play Equipment Hire	£35.50	
Pool inflatable hire	£41.00	
Holiday Courses and Activities		
Main Hall		
Gymnastics (1hr)	£6.50	
Acrobatics	£6.50	
Archery	£15.50	
Table Tennis	£4.50	
Cheer Leading	£6.50	

	2025/26	2025/26 Notes
Fee description		
Toddler Trampolining (30mins)	£4.00	
Trampolining (1hr)	£6.50	
Dance/Acro Workshop 90 minutes	£12.00	
Dance/Acro Workshop 2 hour	£12.00	
Dance/Acro Workshop 5 Hour	£23.50	
Climbing (45 mins)	£6.50	
Climbing (60 mins)	£8.50	
Family Climb	£8.50	
Trampoline Camp (2hrs 30mins)	£15.50	
Family Fun Bounce (Child & Adult)	£8.00	
Family Fun Bounce (Extra Child)	£4.00	
Family Fun Bounce (Extra Adult)	£5.00	
Adventure Day	£24.50	
Nerf Gun	£9.00	
Badminton (2 hrs)	£8.50	
Badminton (2 hrs) including racquet	£14.00	
Jr badminton course	£9.00	
Adult open Badminton	£7.50	
Balcony		
Mini Medics	£29.00	
Family First Aid - Juniors	£29.00	
Family First Aid - Adults	£6.00	
Studio 1		
Ballet	£6.00	
Baby Ballet	£6.00	
Pop Dance	£6.00	
Sporty Tots	£6.00	
Junior Yoga	£6.00	
Parent & Baby Classes	£6.00	

	2025/26	2025/26 Notes
Fee description		
Family Activities - Adult	£5.00	
Family Activities - Junior	£4.50	
Family Activities - 2 ads + 2 jnrs	£16.50	
Squash coaching session	£9.50	
Tennis Court		
Tennis Academy (3hrs) (What we charge) - £15.00		Not included in 25/26 Fees & Charges
Astro Pitch		
AFC Bournemouth (We Invoice)		Not included in 25/26 Fees & Charges
Football fun (What we charge) 9-3pm £15.00	£7.50	
Football fun (What we charge) 10-3pm - £13.00	£6.50	
Studio 2		
Family Classes - Adults	£5.00	
Family Classes - Juniors	£4.50	
Junior Classes	£6.00	
Junior Spinning	£6.00	
Swimming Pool		
NPLQ	£300.00	
Pool Plant Operators Course	£410.00	
Pool Plant Revalidation/Foundation	£240.00	
Snorkelling	£7.50	
Intensive Swim Courses (S/S)	£6.00	
Intensive Swim Courses (Non S/S)	£7.50	
Stroke Workshop (S/S)	£6.00	
Stroke Workshop (Non S/S)	£7.50	
Diving & Synchronised Swim (S/S)	£6.00	
Diving & Synchronised Swim (Non S/S)	£7.50	
Water Polo & Personal Survival (S/S)	£6.00	
Water Polo & Personal Survival (Non S/S)	£7.50	
Rookie Lifeguard	£29.00	

	2025/26	2025/26 Notes
Fee description		
Kayaking	£7.50	
Kayaking 2 day course	£29.00	
Family Aquafit - adults and juniors	£6.00	
Pool Inflatable session	£5.50	
Parent & Baby Drop in	£11.50	
Grass Pitch		
Tri Golf	£10.50	
Cricket Nets		
Cricket Factory	£14.50	
Gym		
Action Zone - Adult Non Members	£9.00	
Action Zone - Adult DC	£7.00	
Action Zone - Junior Induction	£12.00	
Action Zone - Juniors	£6.00	
Activity pass	£17.50	
Non Specific		
SportZone (Full Day)	£22.00	
SportZone (Half Day)	£12.00	
Orienteering 1 hour 45 minutes	£6.00	
Purbeck Camp 5 hours	£23.50	
Skatability	£12.00	
Den Building	£12.00	
Active Youth Afternoons	£5.50	
Adult Holiday Classes - Non-member	£7.50	
Adult Holiday Classes - DC	£7.00	
Adult Holiday Classes - GC	£3.50	
Active combo Single DD	£36.00	
Active combo joint DD	£67.50	
Active Combo Annual	£360.00	
Senior Peak DD (Gym Only)	£27.50	

	2025/26	2025/26 Notes
Fee description		
Senior DD Active Combo	£31.50	
Senior DD joint	£60.00	
GP Referral (6 month)	£130.00	
GP Referral (6 month) DD	£26.50	
GPR Consultation Fee	£17.00	
GPR Casual Gym Fee	£6.00	
Gym Buddies	£5.00	
Gym Buddies DD	£17.50	
Gym Induction	£20.50	
One to One Induction	£35.00	
Casual gym	£9.50	
Casual gym Under 18	£6.50	
Personal Training Session - Non Member	£35.00	
Personal Training referral	£23.50	
Personal Training Session - Member	£29.00	
5 x Personal Training Sessions - Non Member	£140.00	
5 x Personal Training Sessions - Member	£110.00	
Day centre session	£5.00	
Wellness key	£10.50	
Indoor cycling 45 min class	£6.30	
Classes		
Circuits	£7.00	
Pure Core (30 mins)	£4.50	
Upper Body Workout	£7.00	
Beginners Yoga	£7.00	
Intermediate Yoga	£7.00	
Combat Fit	£7.00	
Zumba	£7.00	

	2025/26	2025/26 Notes
Fee description		
Legs Bums & Tums	£7.00	
Kyokufit	£7.00	
Otago	£5.00	
Chair fit	£5.00	
Insane Abs (30 mins)	£4.50	
Total Body Training	£7.00	
Cardiac Rehab Phase 4	£5.00	
Health circuits	£5.00	
Accessible Circuits	£5.00	
Intervals 360	£7.00	
Fitness Pilates	£7.00	
Tai Chi	£7.00	
Aerobics gold	£5.00	
COPD class	£5.00	
Extra Gentle Yoga	£5.00	
Outdoor Bootcamp	£5.00	
Active 500 Registration	£18.00	
Room Hire		
Theatre/peak	£65.00	
Theatre/off peak	£50.50	
Theatre peak charity rate	£50.50	
Theatre /off peak charity rate	£41.50	
Studio 1 Peak	£39.00	
Studio 1 Off peak	£37.50	
Studio 1 peak charity rate	£32.00	
Studio 1 Off peak charity rate	£28.50	
Studio 2/3/peak	£31.00	
Studio 2/3 / off peak	£26.50	

	2025/26	2025/26 Notes
Fee description		
Studio 2/3 peak charity rate	£26.50	
Studio 2/3 off peak charity rate	£21.50	
20 room peak	£24.00	
20 room off peak	£21.00	
20 room peak charity rate	£20.00	
20 room off peak charity rate	£15.50	
Studio 4 peak	£23.50	
Studio 4 off peak	£19.00	
Studio 4 peak charity rate	£20.00	
Studio 4 off peak charity rate	£15.50	
Studio 5/6 peak	£32.50	
Studio 5/6 off peak	£28.00	
Studio 5/6 peak charity rate	£28.00	
Studio 5/6 off peak charity rate	£23.50	
35 room peak	£24.50	
35 room off peak	£19.00	
35 room peak charity rate	£21.00	
35 room off peak charity rate	£16.50	
25 room peak	£23.50	
25 room off peak	£17.50	
25 room peak charity rate	£20.00	
25 room off peak charity rate	£15.50	
Exclusive use of Hub	£1,570.00	
Pitch prices		
Pitch 1	£86.00	
Lights	£20.50	
Pitch 2,4,5, rugby & cricket youth	£46.50	
Pitch 2,4,5, rugby & cricket Adult	£86.00	

	2025/26	2025/26 Notes
Fee description		
Mini soccer pitch 6&7	£28.00	
3G		
1 pitch peak	£41.00	
1 pitch off peak	£28.00	
whole arena peak	£80.50	
whole arena off peak	£57.00	
Tennis		
Court Hire per hour	£10.80	
Sports hall		
Badminton Peak Adult	£11.50	
Badminton Off Peak Adult	£9.00	
Badminton Off Peak Junior	£6.00	
Short tennis Peak adult	£11.50	
Short tennis off peak adult	£9.00	
Short tennis off peak Junior	£6.00	
Table tennis Peak Adult	£11.50	
Table tennis off peak Adult	£9.00	
Table tennis Off peak Junior	£6.00	
1/2 Hall Basketball/football Peak Adult	£22.00	
1/2 Hall Basketball/Football Off Peak Adult	£17.00	
1/2 Hall Basketball/Football Off Peak Junior	£11.00	
1/4 Hall Basketball off peak Junior	£5.50	
Quarter Hall hire (bus)	£11.00	
Half Hall hire (bus)	£22.50	
Whole Hall (bus)	£45.50	
Five a side Peak adult	£45.50	
Five a side Off peak Adult	£34.00	
Five a side Off peak Junior	£23.00	
Netball Peak Adult	£45.50	

	2025/26	2025/26 Notes
Fee description		
Netball Off Peak Adult	£34.00	
Netball Off Peak Junior	£23.00	
Cricket Peak Adult	£45.50	
Cricket Off Peak Adult & Junior	£34.00	
Open Badminton	£5.50	
Racquet Hire	£2.00	
Use of Trampolines/mats/equipment	£13.50	
50+ Activities	£5.00	
Courses		
Badminton per session	£6.00	
Pre School Gymnastics	£6.00	
Gymnastics per session	£7.00	
Advanced Gymnastics	£8.50	
Football Sat per session	£6.00	
Football Tues per session	£7.00	
Tennis per 60 min session	£7.00	
Tennis per 45 min session	£6.50	
Trampolining per session	£7.00	
Holiday Activities	£23.50	
Messy Monday	£5.50	
Tumble and Bounce	£5.00	
Chuckles	£3.00	
Nerf Wars	£5.00	
Fun Gym and Tramp	£6.50	
Crazy Creatures	£7.00	
Monster Bounce	£6.00	
Events		
Cinema Adult	£6.65	

	2025/26	2025/26 Notes
Fee description		
Cinema Junior	£5.55	
Cinema concession	£6.10	
Family Cinema Ticket	£21.50	
Kids Club Cinema	£3.50	
Sparkle and shine	£6.50	
Monster Bounce	£6.00	
Badges	£3.50	
Access to Leisure		
Fitness suite entry	£5.00	
Fitness class entry	£5.00	
Gym buddies	£4.00	
Wellness key	£10.50	
Gym induction	£7.50	
Moors Valley Golf Season Tickets		
7 day annual	£922.00	
5 day annual	£718.00	
7 day DD	£82.50	
5 day DD	£63.00	
Under 30 every day annual	£565.00	
Under 30 every day DD	£50.50	
Under 25 every day annual	£388.00	
Under 25 every day DD	£35.00	
7 day 3 month	£435.00	
5 day 3 month	£348.00	
Under 18 every day annual	£95.00	
Golf Green Fees		
Autumn/ Winter (1st Oct-31st Mar)	£29.00	2025/2026 Wkends & BH
Autumn/ Winter (1st Oct-31st Mar)	£24.00	2025/2026 Weekdays
Autumn/ Winter (1st Oct-31st Mar)	£20.00	2025/2026 Under 25's (all days)

	2025/26	2025/26 Notes
Fee description		
Autumn/ Winter (1st Oct-31st Mar)	£10.00	2025/2026 Under 18s (all days)
Spring/ Summer (1st Apr-30th Sept)	£33.00	2025/2026 Wkends & BH
Spring/ Summer (1st Apr-30th Sept)	£27.00	2025/2026 Weekdays
Spring/ Summer (1st Apr-30th Sept)	£24.00	2025/2026 Under 25's (all days)
Spring/ Summer (1st Apr-30th Sept)	£10.00	2025/2026 Under 18s (all days)
18 Holes Twilight		
Autumn/ Winter (after 1pm)	£19.00	2025/2026 Wkends & BH
Autumn/ Winter (after 1pm)	£15.50	2025/2026 Weekdays
Autumn/ Winter (after 1pm)	£16.00	2025/2026 Under 25's (all days)
Autumn/ Winter (after 1pm)	£10.00	2025/2026 Under 18s (all days)
Spring/ Summer (1st Apr-30th Sept)	£22.00	2025/2026 Wkends & BH
Spring/ Summer (1st Apr-30th Sept)	£19.00	2025/2026 Weekdays
Spring/ Summer (1st Apr-30th Sept)	£19.00	2025/2026 Under 25's (all days)
Spring/ Summer (1st Apr-30th Sept)	£10.00	2025/2026 Under 18s (all days)
11 Holes		
Autumn/ Winter (1st Oct-31st Mar)	£19.00	2025/2026 Wkends & BH
Autumn/ Winter (1st Oct-31st Mar)	£15.50	2025/2026 Weekdays
Autumn/ Winter (1st Oct-31st Mar)	£15.50	2025/2026 Under 25's (all days)
Autumn/ Winter (1st Oct-31st Mar)	£8.00	2025/2026 Under 18s (all days)
Spring/ Summer (1st Apr-30th Sept)	£22.00	2025/2026 Wkends & BH
Spring/ Summer (1st Apr-30th Sept)	£19.00	2025/2026 Weekdays
Spring/ Summer (1st Apr-30th Sept)	£19.00	2025/2026 Under 25's (all days)
Spring/ Summer (1st Apr-30th Sept)	£8.00	2025/2026 Under 18s (all days)
18 Holes Frost Greens		
Autumn/ Winter (1st Oct-31st Mar)	£24.00	2025/2026 Wkends & BH
Autumn/ Winter (1st Oct-31st Mar)	£19.50	2025/2026 Weekdays
Autumn/ Winter (1st Oct-31st Mar)	£15.50	2025/2026 Under 25's (all days)
18 Holes Frost Greens Twilight		
Autumn/ Winter (after 1pm)	£15.00	2025/2026 Wkends & BH
Autumn/ Winter (after 1pm)	£12.00	2025/2026 Weekdays

	2025/26	2025/26 Notes
Fee description		
Autumn/ Winter (after 1pm)	£12.00	2025/2026 Under 25's (all days)
11 Holes Frost Greens		
Autumn/ Winter (1st Oct-31st Mar)	£15.00	2025/2026 Wkends & BH
Autumn/ Winter (1st Oct-31st Mar)	£12.00	2025/2026 Weekdays
Autumn/ Winter (1st Oct-31st Mar)	£12.00	2025/2026 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	£16.50	2025/2026 Wkends & BH
Autumn/ Winter (1st Oct-31st Mar) - all hours	£14.50	2025/2026 Weekdays
Autumn/ Winter (1st Oct-31st Mar) - all hours	£14.50	2025/2026 Under 25's (all days)
Spring/ Summer (1st Apr-30th Sept) - all hours	£18.50	2025/2026 Wkends & BH
Spring/ Summer (1st Apr-30th Sept) - all hours	£17.50	2025/2026 Weekdays
GROUPS/ SOCIETIES		
Autumn/ Winter (1st Oct-31st Mar)	£24.00	2025/2026 Wkends & BH
Autumn/ Winter (1st Oct-31st Mar)	£21.00	2025/2026 Weekdays
Spring/ Summer (1st Apr-30th Sept)	£28.00	2025/2026 Wkends & BH
Spring/ Summer (1st Apr-30th Sept)	£23.50	2025/2026 Weekdays
5 hole pitch & putt and Frisbee Golf		
Autumn/ Winter (1st Oct-31st Mar)	£5.00	2025/2026 Wkends & BH
Autumn/ Winter (1st Oct-31st Mar)	£5.00	2025/2026 Weekdays
Autumn/ Winter (1st Oct-31st Mar)	£5.00	2025/2026 Wkends & BH
Autumn/ Winter (1st Oct-31st Mar)	£5.00	2025/2026 Weekdays
7 hole (not publicised - beginners pathway only)		
Autumn/ Winter (1st Oct-31st Mar)	£10.00	2025/2026 Wkends & BH
Autumn/ Winter (1st Oct-31st Mar)	£10.00	2025/2026 Weekdays
Autumn/ Winter (1st Oct-31st Mar)	£8.00	2025/2026 Under 18s (all days)
Spring/ Summer (1st Apr-30th Sept)	£12.00	2025/2026 Wkends & BH
Spring/ Summer (1st Apr-30th Sept)	£12.00	2025/2026 Weekdays
Spring/ Summer (1st Apr-30th Sept)	£8.00	2025/2026 Under 18s (all days)
Moors Valley Golf Club Match Fees		
Visiting Players	£16.50	2025/2026 Wkends & BH
Visiting Players	£13.50	2025/2026 Weekdays

	2025/26	2025/26 Notes
Fee description		
Golf Club Major Comps (x 3 per year)	£16.50	2025/2026 Wkends & BH
Equipment Hire		
Golf Buggy Hire	£30.00	2025/2026 Wkends & BH
Golf Buggy Hire	£30.00	2025/2026 Weekdays
Golf Buggy Hire	£30.00	2025/2026 Under 25's (all days)
Golf Buggy Hire (ST Rate)	£21.00	2025/2026 Wkends & BH
Golf Buggy Hire (ST Rate)	£21.00	2025/2026 Weekdays
Golf Buggy Hire (ST Rate)	£21.00	2025/2026 Under 25's (all days)
Golf Buggy Hire (11 hole only Rate - not publicised)	£21.00	2025/2026 Wkends & BH
Golf Buggy Hire (11 hole only Rate - not publicised)	£21.00	2025/2026 Weekdays
Golf Buggy Hire (11 hole only Rate - not publicised)	£21.00	2025/2026 Under 25's (all days)
Golf Pull Trolley Hire	£5.00	2025/2026 Wkends & BH
Golf Pull Trolley Hire	£5.00	2025/2026 Weekdays
Golf Pull Trolley Hire	£5.00	2025/2026 Under 25's (all days)
Golf Pull Trolley Hire	£5.00	2025/2026 Under 18s (all days)
Golf Club Hire	£13.00	2025/2026 Wkends & BH
Golf Club Hire	£13.00	2025/2026 Weekdays
Golf Club Hire	£13.00	2025/2026 Under 25's (all days)
Golf Club Hire	£13.00	2025/2026 Under 18s (all days)
Archives		
Reprographics Services		
Photocopies/Microform print out ordered & supplied during		
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	
Additional photocopies/microform print out (b&w) – ordered by post		Not included in 25/26 list of F&C
Additional photocopies (colour) (A4 or A3) – ordered by post		Not included in 25/26 list of F&C
Digital copying services - supplied by email/electronic transfer or download		
Tiff Images each	£10.00	

	2025/26	2025/26 Notes
Fee description		
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	£10.00	Minimum charge
Tithe maps (one map and apportionment)	£20.00	
Resupply by We Transfer admin charge	£6.00	
Supply of images/sound files on CD or DVD	£8.00	
Postage and packaging	£3.25	
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	
Research/consultation and advice Services		
Enquiries: look ups for specific information	£18.00	
Research Service or Family History consultation fee	£38.00	
One to one surgery - research topic consultation	£33.00	
Professional Consultation/advice fee	£80.00	
Magistrates	£42.00	
Conservation Services		
Treatment Proposal (where items assessed at DHC)	£38.00	

	2025/26	2025/26 Notes
Fee description		
Conservation – collection condition survey and written report (at customers site)	£38.00	
Conservation treatment fee (per hour)	£68.00	
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	For groups of up to 12 people
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)		
Onsite	£130.00	For up to 10 people
Offsite	£140.00	For up to 10 people
Full day workshop/class	£16.00	Per person
Education Service charges		
Downloadable education packs	£21.00	Variable depending on pack
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	£2.00	
Hire of Lecture Room		
Mon - Fri: 9am-5pm per hour (minimum of two hour booking) (External Organisations)	£21.00	
Mon-Fri, 9am-5pm (2 hour booking minimum) (Dorset Council)	£19.00	
Mon-Fri, 9am-5pm (2 hour booking minimum) (charity rate)	£15.00	
Saturday - 1st Saturday of the month per hour (minimum of two hour booking) (External Organisations)	£23.00	Plus Admin Fee

	2025/26	2025/26 Notes
Fee description		
Saturday - 1st Saturday of the month per hour (minimum of two hour booking) (Dorset Council)	£20.00	Plus Admin Fee
Saturday - 1st Saturday of the month per hour (minimum of two hour booking) (Charity Rate)	£15.00	Plus Admin Fee
Saturday - when History Centre is closed	POA	
Evenings	POA	
Cancellation fee (less than 3 days notice)	£25.00	
Car Parking Fees – Tied to Dorset Council charges		
Monday to Saturday 8.00 -18.00		
Up to 30 mins	£0.50	Fees subject to Dorset Council prices and may change
Up to 1 hour	£1.00	Fees subject to Dorset Council prices and may change
Up to 2 hours	£1.50	Fees subject to Dorset Council prices and may change
Up to 3 hours	£2.20	Fees subject to Dorset Council prices and may change
Up to 4 hours (no return)	£3.50	Fees subject to Dorset Council prices and may change
Disabled Badge Holders Maximum stay of 3 hours (no return within 1 hour)	£0.00	Free
Reproduction fees		
Not-for-profit publication		
Commercial publication - local		
Commercial publication – national		
Books, periodicals, journals, exhibition catalogues		
One country, single language publication (print run <1000)	£25.00	
One country, single language publication (print run >1000)	£25.00	
E Book	£45.00	New charge introduced for 25/26
Worldwide publication	£55.00	
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	£60.00	

	2025/26	2025/26 Notes
Fee description		
Broadcast and film rights, national or worldwide	£210.00	
TV film or radio company filming/recording on site (to incl. venue hire, set up and staff time)	£175.00	Per hour
Set up time for filming (For furniture moving etc)		Consolidated into above line
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		
Personal blog, including YouTube/other video websites	£15.00	Per image
Commercial website	£55.00	Per image
Historic Environment Record		
Enquiries		
Strategic (available GIS data only)	£140.00	
Basic	£80.00	
Standard (0-50 monument records)	£100.00	
Extended (51 to 150 monument records)	£170.00	
Large (150+ monument records)	£270.00	
Self-service Standard (0 to 50 monument records)		No longer offered
Self-service Extended (51 to 150 monument records)		No longer offered
Waste		
Garden Waste wheelie bin per annum	£71.50	
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	£81.00	
Bigger bin for families of 5 or more	£48.50	
Additional sacks for children in nappies	£22.50	

	2025/26	2025/26 Notes
Fee description		
Trade Waste	POA	
Food Safety and Port Health		
Advisory visits to food businesses (3.5 hrs)	£250.00	
Food condemnation certificates - Site visit, assessment and admin (per hour)	£81.50	
Advice for Food Hygiene, Health & Safety or Port Health (per hour)	£81.50	
Primary Authority VAT Exempt - Hourly Rate (minimum 10 hours)	£70.00	
Ear Piercing Licences & Registrations - PREMISES	£120.00	
Ear Piercing Licences & Registrations - PERSON	£87.00	
Electrolysis Licences & Registrations - PREMISES	£120.00	
Electrolysis Licences & Registrations - PERSON	£93.00	
Tattooing Licences & Registrations - PREMISES	£160.00	
Tattooing Licences & Registrations - PERSON	£130.00	
Cosmetic Piercing Licences & Registrations - PREMISES	£160.00	
Cosmetic Piercing Licences & Registrations - PERSON	£130.00	
Acupuncture Licences & Registrations - PREMISES	£130.00	
Acupuncture Licences & Registrations - PERSON	£99.00	
Transfer/Amendment of Personal Operators Registration for Skin Piercing	£30.00	
Export Health Certificates per consignment (Fishery Products / Composite Egg Products)	£110.00	
Re-score request for National Food Hygiene Rating Scheme	£250.00	
Ship Sanitation Inspection Charges up to 1000 Gross Tonnage of Vessel	TBC	
Ship Sanitation Inspection Charges 1001-3000 Gross Tonnage of Vessel	TBC	
Ship Sanitation Inspection Charges 3001-10000 Gross Tonnage of Vessel	TBC	
Ship Sanitation Inspection Charges 10001-20000 Gross Tonnage of Vessel	TBC	
Ship Sanitation Inspection Charges 20001-30000 Gross Tonnage of Vessel	TBC	
Ship Sanitation Inspection Charges over 30000 Gross Tonnage of Vessel	TBC	

	2025/26	2025/26 Notes
Fee description		
Ship Sanitation Inspection Charges Vessels with 50-1000 Persons	TBC	
Ship Sanitation Inspection Charges Vessels with over 1000 Persons	TBC	
Ship Sanitation Inspection Charges Extension	TBC	
Charges for Ship's Bacteriological Water Sampling on Request To DCH (Mon-Wed) - One Sample	£110.00	
Charges for Ship's Bacteriological Water Sampling on Request To DCH (Mon-Wed) - Two Samples	£150.00	
Charges for Ship's Bacteriological Water Sampling on Request To DCH (Mon-Wed) - Three Samples	£190.00	
Charges for Ship's Bacteriological Water Sampling on Request Courier collection travel to Portland Port (Thurs-Fri) - One Sample	£170.00	
Charges for Ship's Bacteriological Water Sampling on Request Courier collection travel to Portland Port (Thurs-Fri) - Two Samples	£210.00	
Charges for Ship's Bacteriological Water Sampling on Request Courier collection travel to Portland Port (Thurs-Fri) - Three Samples	£250.00	
Charges for Ship's Water Sampling on Request For Legionella To DCH (Mon-Wed) - One Sample	£120.00	
Charges for Ship's Water Sampling on Request For Legionella To DCH (Mon-Wed) - Two Samples	£160.00	
Charges for Ship's Water Sampling on Request For Legionella To DCH (Mon-Wed) - Three Samples	£200.00	
Charges for Ship's Water Sampling on Request for Legionella Courier collection travel to Portland Port (Thurs-Fri) - One Sample	£180.00	
Charges for Ship's Water Sampling on Request for Legionella Courier collection travel to Portland Port (Thurs-Fri) - Two Samples	£220.00	
Charges for Ship's Water Sampling on Request for Legionella Courier collection travel to Portland Port (Thurs-Fri) - Three Samples	£260.00	
Export Certificates per consignment (Products Not Of Animal Origin)	£85.50	
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

	2025/26	2025/26 Notes
Fee description		
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
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

	2025/26	2025/26 Notes
Fee description		
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
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

	2025/26	2025/26 Notes
Fee description		
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	£15.00	£7.50 for plate holder + £6.50 for stick on bracket
Taxi - Vehicle - Replacement Plate	£26.50	
Taxi - Vehicle - Temporary Plate (Accident related)	£79.00	
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
Taxi - Driver - Replacement Badge	£16.00	
Taxi - Operator - 5 year licence	£416.00	
Taxi - Operator - 1 year licence	£118.00	
Subsequent Knowledge Test	£52.50	
Hackney Element of Knowledge Test Only	£10.50	
Boats - Self Drive - motor	£110.00	
Boats - Boatman	£110.00	

	2025/26	2025/26 Notes
Fee description		
Boats - rowing	£55.00	
Scrap Metal - Collector Licence	£670.00	
Scrap Metal - Site Licence	£870.00	
Sex Establishments - first - variation	£890.00	
Sex Establishment Renewal	£890.00	
Street Trading - Wimborne	£130.00	
Street Trading - Swanage and Wareham	£230.00	
Street Trading - Swanage and Wareham	£400.00	
Street Trading - Swanage and Wareham	£800.00	
Street Trading - Swanage and Wareham	£2,710.00	
Street Trading - Swanage and Wareham	£4,100.00	
Street Trading - Weymouth	£80.00	
Street Trading - Weymouth	£130.00	
Street Trading - Weymouth	£400.00	
Street Trading - Weymouth	£800.00	
Street Trading - Weymouth	£2,710.00	
Street Trading - Weymouth	£4,100.00	
Street Trading - Weymouth	£260.00	
Fixed Penalty Notices- Waste enforcement		
Flytipping	£400.00	This is the maximum penalty (Government recommended default is £200). Our early payment discount is £200
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

	2025/26	2025/26 Notes
Fee description		
Works in Default	£81.50	Per hour
Provision of relevant information under the Environmental Information Regulations	£122.00	
PWS Sampling	£112.00	
PWS Risk Assessments	£81.50	Per hour
PWS Admin and inspection charge following Service of Notices	£81.50	Per hour
Stray dog fee including Statutory fine	£163.00	Including statutory and admin fees
Repatriation Fee for stray dogs	£81.50	Per hour
Daily kennelling fee	POA	Dependent upon the kennel used
Vet administration fee for dog entering kennels (for the treatment and prevention of worms, fleas and mange)	POA	
Standard Animal License fees inspection charge	£450.00	Plus dog breeding and riding school vet fees
Standard Animal License fees	£55.50	
Standard Animal License variation fee	£170.00	
Dangerous Wild Animals licence - initial application	£560.00	Plus vet fees
Zoos licence - initial application	£560.00	Plus vet fees
Pre application planning advice (max of 2 hrs work)	£165.00	
Trading Standards		
Met Lab Calibration Fees +VAT		
Weight calibration service to OIML M1 Service A	£37.50	
Weight calibration service to OIML M1Service B	£32.00	
Service B, second and subsequent weights of the same value charged at 50%		
Non standard OIML weights Service B	£37.50	
Service B, second and subsequent weights of the same value charged at 50%		
Adjustment fee	£37.50	
Cleaning and painting ≤5kg	£25.00	
Weight hire standing charge	£87.50	
Weight hire rate per tonne, or part tonne per day	£87.50	
Delivery and collection of weights	£130.00	
Metrology Verification Fees +VAT		
Weighing instrument ≤1tonne capacity	£93.50	
Weighing instrument >1tonne ≤10 tonnes	£140.00	
Weighing instrument >10tonnes	£300.00	
Angling club sale and certificate of errors	£74.00	

	2025/26	2025/26 Notes
Fee description		
50% discount for second & subsequent machines submitted at the same time		
Measuring instruments for liquid fuel and lubricants 1st meter service	£160.00	
Second and subsequent meters	£93.50	
Road tanker wet hose type with two testing liquids	£330.00	
Road tanker dry hose type with two testing liquids	£330.00	
Road tanker wet/dry hose type with two testing liquids	£470.00	
Regulation 65 or 66 occurrence charged at hourly rate	£130.00	
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.	£130.00	
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	As 2024/25 - set by statute
>2500 litres ≤50000 litres	£62.00	As 2024/25 - set by statute
>50000	£131.00	As 2024/25 - set by statute
Replacement Petroleum Certificate	£26.50	
Petroleum Searches +VAT		
Hourly charge, minimum 1 hour charge	£130.00	
Searched performed but no record found	£61.00	
Explosives Storage (Statutory Fees) +VAT		
1 year license up to 250kg neq new application	£119.00	As 2024/25 - set by statute
1 year license up to 250kg neq renewal	£59.00	As 2024/25 - set by statute
2 year license up to 250kg neq new application	£154.00	As 2024/25 - set by statute
2 year license up to 250kg neq renewal	£94.00	As 2024/25 - set by statute
3 year license up to 250kg neq new application	£190.00	As 2024/25 - set by statute
3 year license up to 250kg neq renewal	£132.00	As 2024/25 - set by statute
4 year license up to 250kg neq new application	£226.00	As 2024/25 - set by statute
4 year license up to 250kg neq renewal	£166.00	As 2024/25 - set by statute
5 year license up to 250kg neq new application	£260.00	As 2024/25 - set by statute
5 year license up to 250kg neq renewal	£202.00	As 2024/25 - set by statute
1 year license up to >250kg ≤2000kg neq new application	£202.00	As 2024/25 - set by statute
1 year license up to >250kg ≤2000kg neq renewal	£94.00	As 2024/25 - set by statute

	2025/26	2025/26 Notes
Fee description		
2 year license up to >250kg ≤2000kg neq new application	£266.00	As 2024/25 - set by statute
2 year license up to >250kg ≤2000kg neq renewal	£161.00	As 2024/25 - set by statute
3 year license up to >250kg ≤2000kg neq new application	£333.00	As 2024/25 - set by statute
3 year license up to >250kg ≤2000kg neq renewal	£226.00	As 2024/25 - set by statute
4 year license up to >250kg ≤2000kg neq new application	£409.00	As 2024/25 - set by statute
4 year license up to >250kg ≤2000kg neq renewal	£291.00	As 2024/25 - set by statute
5 year license up to >250kg ≤2000kg neq new application	£463.00	As 2024/25 - set by statute
5 year license up to >250kg ≤2000kg neq renewal	£357.00	As 2024/25 - set by statute
Annual 365 day license	£500.00	As 2024/25 - set by statute
varying name of licensee or address of site	£40.00	As 2024/25 - set by statute
transfer of licence / replacement of licence	£40.00	As 2024/25 - set by statute
Buy With Confidence Membership +VAT		
0 - 5 employees application fee	£160.00	
0 - 5 employees membership pa	£295.00	
6 - 20 employees application fee	£220.00	
6 - 20 employees membership pa	£440.00	
21 - 50 employees application fee	£275.00	
21 - 50 employees membership pa	£585.00	
50+ employees fees POA	POA	
Additional premises fees pa	£90.00	
Additional trading style pa	£145.00	
Dorset legacy members 0 - 5 employees pa	£242.00	
Dorset legacy members 6 - 20 employees pa	£365.00	
Dorset legacy members 21 - 50 employees pa	£485.00	
Over 50 employees - POA bespoke rate	POA	
Primary Authority VAT Exempt		
Hourly rate (stated) with a minimum 25 hour package	£70.00	
Other chargeable business support, training and advice +VA		
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)	£999.00	
Reflection Service - Reduced Service Fee for Person over 18 years old (including Medical Referees Fee, DeNOx, Digital Music System, Biodegradable Cremated Remains Container & Cremation Certificate)	£799.00	

	2025/26	2025/26 Notes
Fee description		
A baby or child under 18 years of age - no charge to family	£0.00	
Cremation Fee Stillborn after 24 weeks (unattended)	£350.00	
Cremation Fee & Standard attended service for Stillborn after 24 weeks - under 12	£700.00	
Cremation Fee & Standard attended service for 12-17 years	£999.00	
POC's/NVF's	£150.00	
Body Part	£150.00	
Direct Cremation (including Medical Referees Fee, DeNOx, Digital Music System, Biodegradable Cremated Remains Container & Cremation Certificate)	£600.00	
Direct Cremation - Attended (including Medical Referees Fee, DeNOx, Digital Music System, Biodegradable Cremated Remains Container & Cremation Certificate)	£680.00	
Additional chapel time slot	£400.00	
Use of Crematorium Chapel for Memorial Service	£500.00	
Crematorium Fee - Bronzed Urn		Upon Request
Crematorium Fee - Wooden Casket		Upon Request
Ashes available within express time frame	£50.00	Proposed new fee to be looked at introducing April 2025
Fee for splitting ashes	£20.00	New fee
Cremated Remains - Retention at crematorium per month (after 1st month)	£42.00	
Assisted scattering of remains (Bereavement Services team member to assist & provide reading if required)	£35.00	
Cremated Remains - Scattering of (if not cremated at Weymouth Crematorium)	£60.00	
Cremated Remains - duplicate copy of cremation certificate	£28.50	
Weymouth Crematorium Burial Ground - Internment Fee for Cremated Remains	£230.00	
Weymouth Crematorium Burial Ground - Use of Crematorium Chapel for Burial Service	£500.00	

	2025/26	2025/26 Notes
Fee description		
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)	£970.00	
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)	£1,940.00	
Exclusive Rights of Burial Renewal for 25 years for applicants living within Dorset Council Boundary	£790.00	
Exclusive Rights of Burial Renewal for 25 years for applicants living outside Dorset Council Boundary	£1,580.00	
Transfer of EROB - Level 1	£58.00	
Transfer of EROB - Level 2	£88.00	
Transfer of EROB - Level 3	£118.00	
Grave Deed Duplicate	£28.50	
Right to Erect a memorial (where permitted & of approved design - graves purchased before 1st June 2004)	£260.00	
Right to Erect a memorial - Approval for additional inscription or change of a design of memorial	£120.00	
Book of Remembrance - Entry Per Line 2, 5 or 8 lines	£52.50	
Book of Remembrance - Illustration at above entry (5 lines minimum)	£140.00	
Book of Remembrance - Memorial card (excluding inscription)	£14.00	
Book of Remembrance - Miniature Books (excluding inscription)	£47.50	
Book of Remembrance - Inscription in miniature book/memorial card Per Line (minimum of 2 lines)	£26.50	
Book of Remembrance - Illustration on card or miniature book	£140.00	
Leather Recordia Plaques for 5 years - Single Plaque	£250.00	
Leather Recordia Plaques for 5 years - Double Plaque	£340.00	
Leather Recordia Plaques for 5 years - Renewal after initial period (additional 5 years)	£140.00	
Memorial Vase & Tablet for 15 years - White marble vase with inscribed black granite tablet	£640.00	
Memorial Vase & Tablet for 15 years - White marble vase with inscribed black granite tablet - Renewal after initial period (for an additional 10 years)	£260.00	
Memorial Vase & Tablet for 15 years - York Stone vase with inscribed black granite tablet (Infant section)	£240.00	
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)	£110.00	

	2025/26	2025/26 Notes
Fee description		
Memorial Rose/Tree/Shrub & Plaque including 5 years maintenance (maximum of 6 lines of 20 letters per line)	£420.00	
Memorial Rose/Tree/Shrub - Renewal after initial period (additional 5 years)	£220.00	
Memorial Rose/Tree/Shrub - Additional/Replacement Plaque	£63.00	
Bronze Plaques on Cloisters for 50 years - Inscribed (maximum of 100 letters)	£730.00	
Bronze Plaque - Repositioning of plaque	£120.00	
Stone Tablet on Memorial Wall for 50 years - Crown Stone Tablet inscribed (maximum of 66 letters)	£710.00	
Stone Tablet on Memorial Wall - Black Polished Granite Tablet	£710.00	
Stone Tablet on Memorial Wall - Blank Tablet	£390.00	
Stone Tablet on Memorial Wall - Subsequent inscription (maximum of 66 letters)	£440.00	
Stone Tablet on Memorial Wall - Repositioning of tablet	£120.00	
Engraved Stone Boulders for 15 years - 4 lines of inscription on boulder	£790.00	
Engraved Stone Boulders for 15 years - 6 lines of inscription on boulder	£910.00	
Engraved Stone Boulders for 15 years - 8 lines of inscription on boulder	£1,060.00	
Memorial Benches for 10 years - Hardwood standard memorial bench, 5ft (including seat plaque)	TBC	Bench scheme under review. No price set as yet, new price will be provided as a result of new scheme. Price will be increased as bench cost have increased.
Memorial Benches - Additional 10 year period (only available after initial lease period)	TBC	Bench scheme under review.
Memorial Benches - Additional/Replacement Seat Plaque	TBC	Bench scheme under review.
Sanctum 2000 for 20 years - above ground vaults with first 80 engraved & gilded letter free	£2,360.00	
Sanctum 2000 for 20 years - above ground vaults extra engraving & gilding per letter	£4.50	
Registration Services		
Individual (or Family) Citizenship Ceremonies - Monday to Friday	£157.00	
Individual (or Family) Citizenship Ceremonies - Saturday	£323.00	
Approved premises licence fee - licence application	£1,400.00	
Approved premises licence fee - Renewal licence application	£1,400.00	
Approved premises licence fee - Review of decision*	£710.00	
Marriage or Civil Partnership Ceremony - Approved Venues - Monday to Friday	£626.00	
Marriage or Civil Partnership Ceremony - Approved Venues - Saturday	£695.00	
Marriage or Civil Partnership Ceremony - Approved Venues - Bank Holiday	£750.00	

	2025/26	2025/26 Notes
Fee description		
Discretionary Ceremonies/Services - (Approved Premises) CLASSIC	£575.00	
Discretionary Ceremonies/Services - (Approved Premises) TAILORED	£719.00	Introduced for 25/26
Discretionary Ceremonies/Services - (other Venues) CLASSIC	£665.00	
Discretionary Ceremonies/Services - (other Venues) TAILORED	£809.00	Introduced for 25/26
Discretionary Ceremonies/Services - Ceremony Rehearsal	£144.00	
Discretionary Ceremonies/Services - Personal Ceremony Consultation	£144.00	
Marriage or Civil Partnership Ceremony - Dorchester Register Office (Provision of Witness)	£42.00	
Registration Service Ceremony Rooms - Bridport (Mountfield) - Weekday	£552.00	
Registration Service Ceremony Rooms - Bridport (Mountfield) - Weekend	£600.00	
Registration Service Ceremony Rooms - Ferndown (King George V Pavillion) - Weekday		No longer in use
Registration Service Ceremony Rooms - Ferndown (King George V Pavillion) - Weekend		No longer in use
Registration Service Ceremony Rooms - Gillingham (The Town Hall) - Weekday	£684.00	
Registration Service Ceremony Rooms - Gillingham (The Town Hall) - Weekend	£731.00	
Registration Service Ceremony Rooms - Sherborne (Manor House) - Weekday	£634.00	
Registration Service Ceremony Rooms - Sherborne (Manor House) - Weekend	£723.00	
Registration Service Ceremony Rooms - Swanage (The Town Council) - Weekday	£728.00	
Registration Service Ceremony Rooms - Swanage (The Town Council) - Weekend	£778.00	
Registration Service Ceremony Rooms - Weymouth (New Town Hall) - Weekday	£646.00	
Registration Service Ceremony Rooms - Weymouth (New Town Hall) - Weekend	£693.00	
Marriage or Civil Partnership Fee per notice (all notice types)	£42.00	
Marriage or Civil Partnership Fee - additional fee for a housebound person notice	£57.00	
Marriage or Civil Partnership Fee - additional fee for a detained person notice	£82.00	
Marriage or Civil Partnership Fee - application to shorten the waiting period	£66.00	
Marriage or Civil Partnership Fee - Issue of a Registrar's General Licence	£18.00	
Marriage or Civil Partnership Fee - Consideration by the Superintendent Registrar of a divorce obtained outside of the British Isles	£55.00	
Marriage or Civil Partnership Fee - Consideration by the Registrar General of a divorce obtained outside of the British Isles	£83.00	
Marriage or Civil Partnership Ceremony - Dorchester Register Office (Monday to Friday)	£56.00	

	2025/26	2025/26 Notes
Fee description		
Housebound Persons Residence - Attending a marriage	£199.00	
Housebound Persons Residence - Attending a civil partnership	£98.00	
Detained Persons Residence - Attending a marriage	£219.00	
Detained Persons Residence - Attending a civil partnership	£106.00	
Religious Building - Attending a marriage (Registrar)	£104.00	
Conversion of civil partnership to marriage in accordance with the standard procedure	£50.00	
Conversion of civil partnership to marriage in accordance with the procedure for housebound persons	£109.00	
Conversion of civil partnership to marriage in accordance with the procedure for detained persons	£129.00	
Conversion of civil partnership to marriage in accordance with the special procedure	£18.00	
The First Stage of the procedure for conversion of civil partnership, for conversion on secular premises	£30.00	
Conversion of civil partnership in accordance with the two stage procedure for conversion on religious premises - For the first stage of the procedure	£30.00	
Conversion of civil partnership in accordance with the two stage procedure for conversion on religious premises - For the second stage of the procedure	£101.00	
Certificate at time of marriage or civil partnership	£12.50	
Birth, death, and marriage - full certificate at time of registration	£12.50	
Birth, death, and marriage - short birth certificates at time of registration	£12.50	
Birth, death, and marriage - full or short certificate from an archived register (standard service - within 15 working days)	£12.50	
Birth, death, and marriage - full or short certificate from an archived register (priority service - on or before next working day orders up to 3pm)	£38.50	
Civil partnership certificate (Extract or full) at time of registration	£12.50	
Civil partnership certificate (Extract or full) issued after the event	£12.50	
General Search in indexes in SR office (not exceeding 6 successive hours)	£20.00	
Certification for worship and registration for marriage - certification of a place of meeting for religious worship	£32.00	
Certification for worship and registration for marriage - Registration of a building for the solemnization of marriages	£136.00	
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)	£71.00	
Harbours		
Marina Berthing - Westwey Road and North Quay. Unless otherwise stated, fees are based on per meter or part meter for Vessel LOA		

	2025/26	2025/26 Notes
Fee description		
Annual rate: Plus 20% for multi-hull if taking up more than 1 berth Charity rate available on request. Minimum period applies	£437.00	
6 monthly rate 1 Apr - 30 Sept	£283.00	
Monthly: per month from 1 Apr - 30 Sept	£58.00	
Monthly: per month from 1 Oct- 31 March	£29.00	
Chain and sinker berth : vessels up to 3m: (DT3/4/5 Residents only)	£25.00	
Chain and sinker berth : vessels 3m and over: (max 6.5m) (DT3/4/5 Residents only)	£98.00	
PWC Dock per dock - annual rate, minimum 6 months	£1,805.00	
PWC Dock per dock - 6 monthly rate 1 Apr - 30 Sept	£1,175.00	
PWC Dock per dock - monthly rate 1 Apr - 30 Sept	£240.00	
PWC Dock per dock - monthly rate 1 Oct - 31 March	£120.00	
PWC dock provided and fitted by berth holder per length of each dock Not available to new berth holders from 2022	£436.00	
Pontoon key fob: refundable deposit	£15.00	
Electricity smartcard refundable deposit	£5.00	
Electricity smartcard standing charge per annum	£70.00	
Rate per unit	£0.38	
<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	£4.10	
Vessels up to 23m LOA: October - March	£3.15	
Vessels over 23m: standard rate for up to 23m, each meter over 23m. April - Sept	£8.20	
Vessels over 23m: standard rate for up to 23m, each meter over 23m. October - March	£6.25	
Charity rate April - September	£3.30	
Charity rate October - March	£2.55	
Short Stay for fuelling only	£6.15	
Short Stay for vessels up to 8m (up to 2 hours only)	£8.20	

	2025/26	2025/26 Notes
Fee description		
Short Stay for vessels up to 8-12m (up to 2 hours only)	£10.75	
Short Stay for vessels over 12m (up to 2 hours only)	£12.85	
Short Stay for commercial vessels (up to 2 hours only)	£15.50	
Vessels embarking and disembarking passengers. Per passenger minimum price of 6 passengers	£4.40	
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	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	All charges for electricity are subject to rates charged by DC supplier and subject to change
Laundry: wash	£4.40	
Laundry: dry	£3.30	
Launching Fees and Permits		
Slipway: Launch and recover per day	£15.15	
Parking of car and trailer	£10.50	
Permit for motorised water sports - daily	£13.00	
Permit for motorised water sports - annual 1 April - 31 March	£165.00	Available to Weymouth Bertholders only
Permit for motorised water sports - Annual 1 April - 31 March RYA PWC certificate holder or equivalent	£145.00	Available to Weymouth Bertholders only
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	£29.00	
Outer harbour per metre; a part of a metre is rounded up to the nearest metre. Monthly rate 1 Oct- 31 March	£24.00	
Electricity standing charge per month	£4.00	
Electricity: deposit for loan of a metered cable	£50.00	
Rate per unit (subject to change if supply price changes)	£0.38	
Commercial Berthing: for licensed commercial/registered fishing vessels		

	2025/26	2025/26 Notes
Fee description		
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	£167.00	
Visiting commercial /registered fishing vessels under 15 gross tonne. Per 24 hours	£3.70	
Visiting commercial /registered fishing vessels under 15-100 gross tonne. Per 24 hours	£3.10	
Visiting commercial /registered fishing vessels over 100 and under 500 gross tonne. Per gross tonne, per 24 hours	£0.46	
Visiting commercial /registered fishing vessels over 500 gross tonne. Per gross tonne, per 24 hours	£0.41	
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	£77.00	
Disposal of abandoned gear left on any pontoon, dock or quayside; all associated costs for disposal including labour and skips		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	£95.00	
Hire of vessel and skipper . Per hour; part of an hour will be rounded up. Minimum charge 1 hour	£95.00	
Commercial area for contracted lift out	£160.00	
Use of Commercial area approved work. Per 24 hours	£160.00	
Fishing gear storage at commercial area per 6 pallet compound per year	£155.00	
Fishing gear storage at commercial area per 12 pallet compound per year	£310.00	
Licencing		
Watermans licence / passenger vessel licence / licence to hire: Initial licence	£90.00	
Watermans licence / passenger vessel licence / licence to hire: Annual renewal	£35.00	
Pilotage: Vessels Navigating in Weymouth CHA Pilotage District		
From Seaward limits of district to Weymouth Harbour or vice-versa		
Per Act of Pilotage	£151.00	
	Plus 7.75p	Pre GRT
Subject to a minimum charge	£175.00	
Pilot boat and landing Charges		40% of pilotage fee

	2025/26	2025/26 Notes
Fee description		
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	£100.00	
Use of Pilot Boat within Licensed Area, per hour or part hour	£205.00	
Pilotage Exemption Certificates (PEC)		
Issue of PEC by examination	£330.00	
Re-examination for a PEC	£100.00	
Annual renewal of PEC	£100.00	
<u>Wharfage and Cargo Handling Charges payable in respect of Goods and other items shipped, unshipped or transhipped in the Harbour</u>		
Mooring gang: unmooring included in mooring except call back after lying over - 50% of fee		
Vessels up to 1000 GT/GRT	£98.50	
Vessels over 1000 GT/GRT	£198.50	
Midnight to 6am	Plus 100%	
<u>Misc.</u>		
Boat on trailer storage per metre per week	£15.00	
Provision and recovery or beach bouyed channels	£160.00	
Arrest of vessels	£155.00	
Stand pipe refundable deposit	£110.00	Water used is charged per cubic m plus 10%
Stand pipe hire per week	£65.00	Water used is charged per cubic m plus 10%
<u>Port waste charge</u>		
Cargo and other vessels per visit or week	£93.50	
Sail Training vessels per visit or week	£30.00	
Vessels embarking and disembarking passengers. Per passenger minimum price of 6 passengers	£4.40	
<u>Hire of gangway</u>		
Per day	£77.00	
Per week	£275.00	
Re charge of labour per hour, enhanced rates apply out of hours	£77.00	
<u>Oil Spillage Response</u>		

	2025/26	2025/26 Notes
Fee description		
Inflatable boom, per metre, per day	£6.65	
Lamor foam filled boom (25m), per day	£175.00	
Absorbent boom (12m), per unit deployed	£139.00	
Vessel and two operators, per hour or part of hour	£145.50	
15kg Anchor, per day	£12.00	
30kg Anchor, per day	£23.50	
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	£6.40	
Boat on trailer storage per metre per week	£15.00	
Contracted lift out	£159.00	
Use of emergency lift out area after 4 weeks without permission, per metre or part metre	£31.00	
Use of Inner Harbour Grid		
Use of grid per day	£65.00	
Use of grid per day if not prebooked & prepaid	£135.00	
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	£650.00	
Events: Hire of quayside display area - cargo stage. Single event up to 72 hours or by negotiation	£945.00	
Events: electricity, water and other services		as metered
Provision or recovery of beach buoyed channels. Per occasion or by negotiation	£155.00	
Weymouth Town Council charges: Support for bay fireworks. 2 x crew and vessel loading in commercial area per event	£385.00	
Weymouth Town Council charges: Swim raft deployment	£770.00	
Weymouth Town Council charges: Swim raft storage and maintenance	£770.00	
Moorings per metre		
Standard	£103.50	
Note: This may be extended outside of the summer season at the discretion of the Harbour Master at £15.50 per month per metre	£16.50	
Commercial (April to March)	£103.50	

	2025/26	2025/26 Notes
Fee description		
Temporary (April to September) (Per Metre Per Month)	£26.50	
Tender Outhaul (Per Metre)	£95.00	
Tender Rack (Per Space)	£96.00	
Storage per metre		
Weekly	£48.00	
Annually	£129.00	
Summer:	£113.00	
Trailers - Bridport	£113.00	
Kayaks (Includes Licence) - Both Harbours	£96.00	
Kayaks (Monthly Charge)	£23.00	
Winter	£74.50	
Sailing Club Members Per Boat Per Season Summer/Winter	£129.00	
Sea School Per Boat Per Season Summer/Winter	£129.00	
Commercial visiting craft fees		
Registered Fishing Vessels - Overnight	£48.00	
Landing Catch - Per Landing	£48.00	
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	£9.20	
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	
Season Ticket for Sailing/Non-Motorised Vessels Approved Sailing Club Members	£92.00	
Season Ticket for Approved Gig Club members (GIG)	£164.00	

	2025/26	2025/26 Notes
Fee description		
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	£57.50	
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	£194.00	
Launch and Recover	£55.00	
Assistance by Harbour Vehicles/Staff:		
15 minutes	£31.00	
30 minutes	£55.00	
45 minutes	£77.00	
1 hour	£100.50	
Assistance by Harbour Staff (Per Hour)	£57.50	
Refuelling of Vessel	£31.00	
Mechanical and Marine Services (Per Hour)	£57.50	
Quayside Parking for Launch Vehicles (& Harbour Users at Lyme Regis)	£15.00	
Quayside Parking for Commercial Fishermen (Bridport Harbour Only)	£427.00	
Allocated Parking for Commercial Fishermen (Lyme Regis Harbour Only) - 6 months	£537.50	
Allocated Parking for Commercial Fishermen (Lyme Regis Harbour Only) - annual	£1,075.00	
Admin Charge	£34.00	
Waiting List Admin Charge	£34.00	

	2025/26	2025/26 Notes
Fee description		
Removal of Gear to Storage	£96.00	
Commercial Mooring Transfer Fee	£1,102.00	
Ply for Hire Licence: Tripping Boat	£213.00	
Trading around the Harbour Licence:		
Per Season	£1,087.50	
Per Week	£58.50	
Commercial passenger craft landing fees		
Per Passenger	£0.78	
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)	£350.00	
Sewerage Services Fees - Cost of sewerage treatment provision (Band 2 property type)	£250.00	
Flood Risk Management		
Land drainage consent under the Flood and Water Management Act	£50.00	Legally fixed
Pre-planning application advice for surface water (strategic development)	£250.00	
	£610.00	
	£910.00	
Subsequent advice on Amendments	£250.00	
	£490.00	
Pre-planning application advice for surface water (major development)	£130.00	
Pre-planning application advice for surface water (major development)	£310.00	
Pre-planning application advice for surface water (major development)	£610.00	
Subsequent advice on Amendments	£130.00	
Subsequent advice on Amendments	£370.00	

Off Street - Charges 2025/26

Addendum: Revised Appendix 8b, replacing the version previously published on 20th January 2025

Tier	Season	Location	30 mins	1 hours	2 hours	3 hours	4 hours	10 hours
1		Ferndown	0.70	0.90	1.20	1.70	2.70	4.20
1		Sturminster Newton	0.70	0.90	1.20	1.70	2.70	4.20
1		Beaminster	0.70	0.90	1.20	1.70	2.70	4.20
1		Gillingham	0.70	0.90	1.20	1.70	2.70	4.20
1		Verwood	0.70	0.90	1.20	1.70	2.70	4.20

Charmouth and West Bexington are Tier 1 Tariff in the low season.

2		Dorchester	0.70	1.20	1.70	2.40	3.70	6.30
2		Weymouth shops	0.70	1.20	1.70	2.40	3.70	6.30
2		Wimborne	0.70	1.20	1.70	2.40	3.70	6.30
2		Bridport	0.70	1.20	1.70	2.40	3.70	6.30
2		Sherborne	0.70	1.20	1.70	2.40	3.70	6.30
2		Blandford	0.70	1.20	1.70	2.40	3.70	6.30
2		Shaftesbury	0.70	1.20	1.70	2.40	3.70	6.30
2		Wareham	0.70	1.20	1.70	2.40	3.70	6.30
2		Corfe West Street	0.70	1.20	1.70	2.40	3.70	6.30

3	Low	Weymouth beach	1.00	1.70	2.50	3.50	5.60	9.50
3	Low	Lyme Regis	1.00	1.70	2.50	3.50	5.60	9.50
3	Low	West Bay	1.00	1.70	2.50	3.50	5.60	9.50
3	Low	Portland	1.00	1.70	2.50	3.50	5.60	9.50

3	High	Weymouth beach	1.70	3.20	4.80	6.30	7.90	15.80
3	High	Lyme Regis	1.70	3.20	4.80	6.30	7.90	15.80
3	High	West Bay	1.70	3.20	4.80	6.30	7.90	15.80
3	High	Portland	1.70	3.20	4.80	6.30	7.90	15.80

Charmouth and West Bexington are are Tier 3 High Tariff in the high season.

P&R		Purbeck Park						4.20
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3	*	Charmouth Road	0.80	1.50	2.30	3.30	5.30	9.00
3	*	Swannery	0.80	1.50	2.30	3.30	5.30	9.00
3	*	West Bay Road	0.80	1.50	2.30	3.30	5.30	9.00

Overnight charges	18:00 - 08:00	2.50
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Short Stay permit	Annual	95.00
Flexi stay permit	Annual	305.00
	Monthly	29.00

Overnight permit	Annual	50.00
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Multituse - Larger Vehicles

Tier	2 hours	4 hours	6 hours	10 hours	24 hours
1	3.70	7.40	9.80	15.80	23.10
2	3.70	7.40	9.80	15.80	23.10
3	5.60		14.70	23.70	34.70

2025/26

Parking Permits	Annual Cost
Short stay	81.90
Long stay	283.50
Long stay - 12 x instalments of £25	315.00

Town	Location	Overnight	30min	1hr	2hr	3hr	4hr	10hr
Blandford	Market Place	Free		1.70				
Blandford	Sheep Market Hill	Free		1.70				
Dorchester	Acland Road	Free		1.70				
Dorchester	Access Road Little Keep	2.20		1.70				
Dorchester	Barrack Road	2.20		1.70				
Dorchester	Glyde Path Road	2.20		1.70				
Dorchester	North Square	2.20		1.70				
Dorchester	Great Western Road (North Side)	2.20		1.70				
Dorchester	Great Western Road (South Side)	2.20		1.70				
Dorchester	High East Street	Free		1.70				
Dorchester	High West Street	Free		1.70				
Dorchester	Linden Avenue	2.20		1.70				
Dorchester	South Walks	2.20		1.70				
Dorchester	Prince's Street	2.20		1.70				
Dorchester	Wollaston Road	2.20		1.70				
Dorchester	West Walks	2.20		1.70				
Dorchester	The Grove	Free		1.70				
Dorchester	Trinity Street	Free		1.70				
Dorchester	School Lane	2.20		1.70				
Dorchester	Weymouth Avenue	2.20		1.70				
Swanage	Station Road	Free	1.20	1.70				
Swanage	Shore Road	7.30		4.60	6.30	8.10	10.90	21.70
Wareham	St Johns Hill	Free		1.70	2.20	3.20	4.20	
Wareham	Church Green	Free		1.70	2.20	3.20	4.20	
Wareham	The Quay	Free		1.70	2.20	3.20	4.20	
Weymouth	The Esplanade (Northern End)	7.30		4.60	6.30	8.10	10.90	
Weymouth	Pilgrims Way	7.30	2.80	4.60				
Weymouth	South Parade	7.30	2.80	4.60				
Weymouth	Trinity Road	7.30	2.80	4.60				
Weymouth	The Esplanade	7.30	2.80	4.60				
Weymouth	Alexandra Gardens	7.30	2.80	4.60				
Weymouth	Custom House Quay	7.30	2.80	4.60				
Weymouth	West Ham Bridge 1st Nov- 31st March	Free	1.00	1.70	2.50	3.50	5.60	9.50
Weymouth	West Ham Bridge 1st April- 31st October	Free	1.70	3.20	4.80	6.30	7.90	15.80

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	2025/26	2025/26 Notes
Outdoor Education		
Educational Visits Co-ordinator training courses (via nexus)		
Update Course	£125.00	
Full training course	£208.00	
Outdoor Education - Offsite events and adventurous activities support	£89.50	Maintained Minimum fee
	£710.00	Maximum fee
Outdoor Education - Offsite events and adventurous activities support	£103.00	Academies Minimum fee
	£798.00	Maximum fee
Procurement		
Description	2025/26	2025/26 Notes
Charges - Procurement Service (Nexus)		
Charges (does not include access to cleaning contract)		
DC Maintained Schools and Centres		
General Procurement buy back - per pupil	£2.00	
Max charge per site	£660.00	
Pupil Referral Unit	£210.00	
Academies & Non-Dorset Maintained Schools and Centres		
General Procurement buy back - per pupil	£2.50	
Max charge per site	£700.00	
Nexus Contracts & Services		
Description	2025/26	2025/26 Notes
Building Maintenance Indemnity Scheme (BMIS) - (Apr - Mar)		Service posts price per site
Academy Maintenance Service (Sep - Aug)		No longer offered
Legionella/water hygiene risk assessment management (Apr - Mar)		No longer offered
Trend BMS (Building Management System) Training		No longer offered
Description	2025/26	2025/26 Notes
Accountancy, Financial Advice & VAT	£933.00	
Accounts Payable - Core Package	£789.00	
Banking and Cash Management	£105.00	
Description	2025/26	2025/26 Notes
Cleaning and Caretaking Service - Academies (Apr - Mar) Core Package		Pupil/Place Number
	£230.00	From 0 to 35 PPN
	£6.50	From 36 to 150 PPN (per PPN)
	£6.50	From 151 to 250 PPN (per PPN)
	£6.50	From 251 to 675 PPN (per PPN)
Cleaning and Caretaking Services - Dorset Council Maintained Schools and Centres (Apr - Mar)		Pupil/Place Number
	£4,100.00	From 676 to 5,000
	£210.00	From 0 to 35 PPN
	£6.50	From 36 to 150 PPN (per PPN)
	£6.50	From 151 to 250 PPN (per PPN)
Cleaning and Caretaking Services - Non-Dorset Council Maintained Schools and Centres (Apr - Mar)		Pupil/Place Number
	£6.00	From 251 to 675 PPN (per PPN)
	£4,030.00	From 676 to 5,000
	£230.00	From 0 to 35 PPN
	£6.50	From 36 to 150 PPN (per PPN)
Complaints Advice Service - 1 Year - Maintained Schools		Pupil/Place Number
	£6.50	From 151 to 250 PPN (per PPN)
	£6.50	From 251 to 675 PPN (per PPN)
	£400.00	0 to 100 pupils
	£420.00	101 to 350 pupils
Complaints Advice Service - 1 year - Academies		Pupil/Place Number
	£460.00	351 to 500 pupils
	£480.00	501 to 1,000 pupils
	£520.00	1,000 to 5,000 pupils
	£420.00	0 to 100 pupils
	£450.00	101 to 350 pupils

	2025/26	2025/26 Notes
	£480.00	351 to 500 pupils
	£510.00	501 to 1,000 pupils
	£550.00	1,000 to 5,000 pupils
Description	2025/26	2025/26 Notes
Crisis Communications Management - Maintained		Fixed price per site category
Description	2025/26	2025/26 Notes
Dorset Music Hub Membership		<u>Pupil/Place Number</u>
	£310.00	From 0 to 125 PPN
	£370.00	From 126 to 400 PPN (per PPN)
	£430.00	From 401 to 1,000 (per PPN)
	£490.00	From 1,000 to 10,000
Dorset Music Hub Membership (Academy)		<u>Pupil/Place Number</u>
	£310.00	From 0 to 125 PPN
	£370.00	From 126 to 400 PPN
	£430.00	From 401 to 1,000
	£490.00	From 1,000 to 10,000
Instrumental Tuition per term		Quote
Beginner Group Tuition (BGT) Lessons		Quote
Musicianship Programme Additional Class(s)	£140.00	
Instrument Hire - Bands A, B, C, D		
	£66.50	Band A
	£66.50	Band B
	£140.00	Band C (quote, approx. £126)
	£210.00	Band D
Live Demonstration		Quote
Music Twilight (CPD)		Quote
Music Workshop		Quote
Description	2025/26	2025/26 Notes
EP Hourly rate	£110.00	
EP half day rate	£290.00	
EP full day rate	£590.00	
ELSA supervision	£305.00	
ELSA supervision - early bird rate	£210.00	If booked before 19th July
EPS "I Can Problem Solve" by Myrna Shure an evidence based intervention (Apr - Mar)	£110.00	Per hour, Quote
EPS - "I Can Problem Solve" by Myrna Shure an evidence based intervention for Academies and non-maintained schools	£110.00	Per hour, Quote
EPS - Attendance and Emotionally Based School Refusal		
EPS - Circle of Adults		Fixed price all sites
EPS - Coaching - Improving classroom practice building on strengths (Apr - Mar) 3 x 1 hour sessions	£290.00	
EPS - Coaching using a person centred strengths based model 3 x 1 hour sessions	£290.00	
EPS - Collaborative Group Problem Solving around a particular SEND (ASD, Attachment relationships, Anxiety) or support to implement specific training		
EPS - Emotion Coaching - A whole approach to emotional wellbeing adopted by Achievem		
Emotional Literacy Support Assistant training	£560.00	Per delegate
EPS - Holistic assessment to help understand children and young people in context [4 sess	£1,160.00	
EPS - Pay as you go - one 3 hour session (Apr - Mar)	£290.00	

	2025/26	2025/26 Notes
EPS - Group Supervision 6 sessions/year	£950.00	
Description	2025/26	2025/26 Notes
2 year combined Gas and Electricity - for supply period Oct - Sep		
2 year Electricity only - for supply period Oct - Sep		
Description	2025/26	2025/26 Notes
Minibus Operating Service		Fixed price all sites
Description	2025/26	2025/26 Notes
Free School Meals Eligibility Checking - Academies	£0.64	Price per PPN
Description	2025/26	2025/26 Notes
NGA Gold Subscription and Learning Link for Dorset Schools and Academies		Fixed price all sites
Description	2025/26	2025/26 Notes
Health and Safety		Employee Number Bands
Health and Safety (Academy) (Sep - Aug)		Employee Number Bands
Primary and PRU up to 25 staff	£1,080.00	
Primary and PRU up to 50 staff	£1,190.00	
Primary up to 100 staff	£1,380.00	
Primary up to 150 staff	£1,530.00	
Senior, Middle or Special up to 100 staff	£1,920.00	
Senior, Middle or Special up to 150 staff	£2,110.00	
Senior, Middle or Special up to 200 staff	£2,310.00	
Senior, Middle or Special up to 250 staff	£2,490.00	
Senior, Middle or Special up to 300 staff	£2,690.00	
RPA Service (Schools Radioactive Substances)	POA	
Description	2025/26	2025/26 Notes
Employee Health and Wellbeing Package (Maintained)	£23.50	Price per employee
Employee Health and Wellbeing Package (Academies)	£23.50	Price per employee
Description	2025/26	2025/26 Notes
HR Pay Service - Schools (Apr - Mar)		Prices are charged using a lump sum per site, plus a charge per employment and a charge per pupil.
HR Pay Service for Academies (Sep - Aug)		Quote
Recruitment Service (stand-alone)		Fixed price all sites
Parish and Town Councils, Further Education establishments and Non-Educational establishments		Quote
Description	2025/26	2025/26 Notes
HR Advisory Service (Apr - Mar)		Fixed base price + price per employee
HR Advisory Service - Academies (Sep - Aug)		Fixed base price + price per employee
Description	2025/26	2025/26 Notes
Third Party Payments Service (Apr - Mar)		Fixed price all sites
Third Party Payment Service (Sep - Aug)		Fixed price all sites
Description	2025/26	2025/26 Notes
ICT Annual Support Option 1: Admin Network - (Apr - Mar)	£1,650.00	

	2025/26	2025/26 Notes
ICT Annual Support Option 2: Whole School ICT (Enhanced) - (Apr - Mar)	£3,490.00	
Ad-Hoc Implementation		Quote
Description	2025/26	2025/26 Notes
CORE Insurance Package		Service posts price per site
Third Party Hirers Liability Insurance		Quote
Travel Insurance for Educational Visits		Price per FTE Employee count
Motor Vehicle Insurance		Fixed price all sites per vehicle
Vehicle Hire Arrears Charge (Yearly price based on last year's hire usage)		Service posts price per site
Description	2025/26	2025/26 Notes
Grounds and Sports Field Maintenance		Service posts price per site
Grounds Maintenance (Academy) - Core Package - Sep - Aug		Service posts price per site
Description	2025/26	2025/26 Notes
Legal Services - Retainer		Fixed price all sites
Description	2025/26	2025/26 Notes
Whole school training (WST)	£360.00	
Safer Working Practice (SWP)	£280.00	
Prevent training	£280.00	
WST + SWP + Prevent	£840.00	
WST + SWP	£630.00	
WST + Prevent	£630.00	
SWP + Prevent	£540.00	
DSL sessions on Nexus	£26.50	
Description	2025/26	2025/26 Notes
SAFSO ESS SIMS MIS SLA Maintained (Apr - Mar)		Pupil number bands + quote for MATS etc
SAFSO ESS FMS Finance SLA Maintained (Apr - Mar)		Pupil number bands + quote for MATS etc
SAFSO Arbor MIS SLA Maintained Primaries (Apr - Mar)		Pupil number bands + quote for MATS etc
SAFSO Access Education Finance SLA Maintained (Apr - Mar)		Pupil number bands + quote for MATS etc
SAFSO support for Access Education Budgets - only required if you DON'T have a SAFSO Finance SLA		Pupil number bands + quote for MATS etc
SAFSO Access Education Finance SLA Academies (Sep - Aug)		Pupil number bands + quote for MATS etc
SAFSO DISCOUNTED ESS Academy SIMS MIS Package (Sep - Aug)		Pupil number bands + quote for MATS etc
SAFSO DISCOUNTED Academy ESS Finance Package (Sep - Aug)		Pupil number bands + quote for MATS etc
SAFSO ESS Academy SIMS MIS Package (Sep - Aug)		Pupil number bands + quote for MATS etc
SAFSO ESS Academy Finance Package (Sep - Aug)		Pupil number bands + quote for MATS etc
SAFSO Arbor MIS SLA Academy Primaries (Sep - Aug)		Pupil number bands + quote for MATS etc
SAFSO support for SIMS Pay (only for schools that DO NOT purchase a SAFSO ESS Finance SLA)		Fixed price all sites
ENHANCED SAFSO support for Access Education Budgets		Fixed price all sites
Ad hoc support request		Quote
Additional SAFSO visit - Full Day		Fixed price all sites
Additional SAFSO visit - Half Day		Fixed price all sites
SAFSO Support for Recruitment Service		Quote
SIMS Assessment Maintenance Service		Fixed price all sites
SIMS Assessment Set Up		Quote
SAFSO Interview Tasks and Questions Support Service		Fixed price all sites
Additional Assessment visit - Full Day		Fixed price all sites
Description	2025/26	2025/26 Notes
Tailored ECL Support - hourly	£110.00	
Tailored ECL Support - half day	£300.00	

	2025/26	2025/26 Notes
Tailored ECL Support - full day	£590.00	
Specialist Teacher Support - hourly	£110.00	
Specialist Teacher Support - half day	£300.00	
Specialist Teacher Support - full day	£590.00	
SAFSO ESS SIMS MIS SLA Maintained (Apr - Mar)		
SAFSO ESS FMS Finance SLA Maintained (Apr - Mar)		
SAFSO Arbor MIS SLA Maintained Primaries (Apr - Mar)		
SAFSO Access Education Finance SLA Maintained (Apr - Mar)		
SAFSO support for Access Education Budgets - only required if you DON'T have a SAFSO F		
SAFSO Access Education Finance SLA Academies (Sep - Aug)		
SAFSO DISCOUNTED ESS Academy SIMS MIS Package (Sep - Aug)		
SAFSO DISCOUNTED Academy ESS Finance Package (Sep - Aug)		
SAFSO ESS Academy SIMS MIS Package (Sep - Aug)		
SAFSO ESS Academy Finance Package (Sep - Aug)		
SAFSO Arbor MIS SLA Academy Primaries (Sep - Aug)		
SAFSO support for SIMS Pay (only for schools that DO NOT purchase a SAFSO ESS Finance S		
ENHANCED SAFSO support for Access Education Budgets		
Ad hoc support request		
Additional SAFSO visit - Full Day		
Additional SAFSO visit - Half Day		
SAFSO Support for Recruitment Service		
SIMS Assessment Maintenance Service		
SIMS Assessment Set Up		
SAFSO Interview Tasks and Questions Support Service		
Additional Assessment visit - Full Day		
Description	2025/26	2025/26 Notes
Admissions & Appeals Complete Package A - 17 Month Contract (Apr - Aug)		Service posts price per site
Normal Year of Entry Admissions Package C - 17 Month Contract (Apr - Aug)		Service posts price per site
Admissions & Appeals COMPLETE Service - ACADEMY (Sep - Aug)		Service posts price per site
In Year & Normal Year of Entry Applications - ACADEMY (Sep - Aug)		Service posts price per site
Normal Year of Entry Applications - ACADEMY (Sep - Aug)		Service posts price per site
Normal Year of Entry and In Years Admissions Package B - 17 Month Contract (Apr - Aug)		Service posts price per site
Democratic Appeals Service (School Appeals)		Fixed price all sites
School Admissions Appeals Service		Fixed price all sites
Distance Measurements for Normal Year of Transfer/Entry Allocations		Service posts price per site
Description	2025/26	2025/26 Notes
	Legal - Nexus	
Non statutory	Head of Legal	£210.00
Non statutory	Business Partner	£200.00
Non statutory	Senior Solicitor	£170.00
Non statutory	Lawyer	£140.00
Non statutory	Paralegal	£89.50
Legal Services - Retainer		Fixed price all sites

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Recommendation to Dorset Council 11 February 2025

From Audit & Governance Committee on 9 December 2024

Councillor Code of Conduct Complaint Process

For Decision

Cabinet Member and Portfolio: Cllr N Ireland, Leader of Council

Local Councillor(s): All

Executive Director: J Mair, Director of Legal & Democratic

Report Author:

Title: Grace Evans, Head of Legal Services

Tel: 01305 225021 Email: grace.evans@dorsetcouncil.gov.uk

Report Status: Public

Recommendation:

That the proposed new Councillor Complaint Process be adopted by Full Council.

Appendices and Background papers

Appendix – Report to the Audit & Governance Committee on 9 December 2024.

The LGA Guidance on Member Model Code of Conduct Complaints Handling

<https://www.local.gov.uk/publications/guidance-member-model-code-conduct-complaints-handling>

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Audit & Governance Committee

9 December 2024

Councillor Code of Conduct Complaint Process

For Recommendation to Council

Cabinet Member and Portfolio:

Cllr N Ireland, Leader of the Council

Local Councillor(s):

Cllr

Executive Director:

J Mair, Director of Legal & Democratic

Report Author: Grace Evans

Job Title: Head of Legal Services

Tel: 01305 225021

Email: grace.evans@dorsetcouncil.gov.uk

Report Status: Public

Brief Summary:

At its meeting on 8 July 2024 the Audit and Governance Committee received a report proposing changes to the Councillor Code of Conduct and a new Councillor Complaint Process.

The Committee requested a Task and Finish Group to scrutinise in further detail and fully understand the Councillor Code of Conduct and proposed new Councillor Complaint Process. A Task and Finish Group of 7 members of the Audit and Governance Committee met on 9 October.

The Group received a presentation about the Councillor Code of Conduct and proposed new Councillor Complaint Process from the Head of Legal Services. The Group discussed the proposed new Councillor Complaint Process in detail and requested the following changes:

- Target timescales for action and response throughout the document have been clarified.
- Section 4 (page 3 of the Complaint Process) has been updated to clarify that a successful complaint may result in one or a number of outcomes.
- section B (page 7 of the Complaint Process) has been amended to provide for complex complaints to be referred for Assessment decision, if necessary, to an informal Review Panel instead of a formal (Assessment) Sub-Committee. The informal Review Panel would consist of the Monitoring Officer as decision maker, in consultation with an Independent Person and three Members of Audit and Governance Committee who may meet or consider the assessment in writing only.
- Section I (page 12 of the Complaint Process) has been amended to provide for the Monitoring Officer to decide the outcome or further progress of a complaint on receipt of an Investigating Officer's report, in consultation with the Chair of Audit and Governance Committee (or Vice Chair in their absence).
- Section J (page 17 of the Complaint Process) has been adjusted to provide for a town or parish council to contact the Monitoring Officer for advice, if they wish to impose a different sanction to the one recommended by Dorset Council.
- Section K (page 17 of the Complaint Process) has been deleted, as the provision for an Assessment Sub-Committee has been replaced by the informal Review Panel provisions in Section b (page 7 of the Complaint Process)

As a result of the government's intention to review the standards regime for Councillors, recommendations 1 and 2 of the July report relating to the Councillor Code of Conduct are no longer proposed, to allow for the government review to take place.

Recommendation:

That the Committee consider the recommendations from the Task and Finish Group (held on 9 October 2024) and recommend the proposed new Councillor Complaint Process for adoption by Full Council.

Reason for Recommendation:

To support councillors in maintaining high standards of conduct and to ensure a proportionate and clear approach to the assessment and hearing of complaints against councillors.

1. **Report**

- 1.1 Dorset Council adopted the Model Councillor Code of Conduct on 15 April 2021.
- 1.2 Dorset Council adopted the current Councillor Code of Conduct complaint arrangements on 15 April 2021 and has operated those arrangements for the assessment, investigation and hearing of complaints over the last three years.
- 1.3 Based upon experience to date, the LGA guidance, and the detailed scrutiny of the Task and Finish Group, this report recommends a new Councillor Complaint Process, which builds on the current arrangement and provides improved clarity and detail to ensure that all involved understand the arrangements and that councillors and complainants are treated fairly.
- 1.4 The main differences between the current and proposed new arrangements (which have been updated to take account of the Task and Finish Group requests) concern:
 - Timescales: The current arrangement contains very few timescales and as a result there have been misunderstandings and frustration about how long some tasks and activities have taken. In accordance with LGA guidance indicative timescales have been added throughout the proposed new arrangements to provide clarity and assist with timely progression of complaints.
 - Terminology: At present councillors who are complained of are referred to as Councillors and Co-Opted Members of Dorset Council and any town and parish council in Dorset. This can cause confusion where the Complainant is also a councillor. LGA guidance suggests referring to councillors and co-optees who are complained of as “Subject Members”. This change in terminology has been made throughout the proposed new arrangement.
 - Outcomes: the current arrangement does not explain the outcomes that are available to a Complainant. The Localism Act 2011 curtailed the ability of councils to impose and enforce meaningful sanctions or remedial action. Experience from the last 3 years, suggests the limitation on outcomes is not widely understood, to the disappointment of some Complainants. The proposed new arrangement includes description of possible available outcomes and importantly outcomes which cannot be achieved, for the benefit of all involved.

- Initial Check: the current arrangements provide for an initial check (list of questions) of a complaint, to ensure a complaint is covered by the Councillor Code of Conduct and the councillor complaint arrangements. Two important additional questions have been added to the check:
 - Did the conduct complained of happened when a councillor was acting in an official capacity, and
 - Does the conduct complained of relate to work with a child or harm to an adult at risk and so should be referred to the Local Authority Designated Officer (“LADO”) or Adult Safeguarding

A LADO works within Children’s Services and gives advice and guidance to employers, organisations and other individuals who have concerns about the behaviour of an adult who works with children and young people.

- Gathering information: currently the initial check and assessment stages of the councillor complaint process are based on information provided by the Complainant only. In line with LGA guidance wording has been included within the proposed new arrangement to enable the Subject Member to provide an initial response and for relevant information to be gathered during the assessment of a stage of a complaint to aide and improve assessment decision making.
- Assessment: the current arrangement provides for assessment of a complaint but does not set out assessment criteria or items for consideration. The LGA guide suggests that assessment criteria should be added for clarity, and these have been included in the proposed new arrangement.
- Informal Review Panel: currently officers (with delegated authority) decide whether and if so, how a complaint should progress at the Assessment stage. On occasion this can be challenging for officers; this could be due to officer involvement with earlier complaints involving the same Complainant or Subject Member or the complaint may be complex. The proposed new arrangement includes an option for a complaint to be referred to an informal Review Panel for consideration and decision which would provide a solution and is in line with LGA guidance.

- Informal resolution: There may be occasions where there is evidence of a potential breach, but instead of an investigation, informal resolution may be appropriate. This is included in the current arrangement, but experience and the LGA guide suggest that greater detail would be useful. The proposed new arrangement includes examples of some types of informal resolution and provides for the Complainant and Subject Member to respond to a suggestion of informal resolution before a firm decision is made. It may be arranged where a Complainant and Subject Member agree but it may be an appropriate outcome even without agreement. The new arrangement also clarifies that where informal resolution is arranged but not completed a further decision may be made, and a complaint may be referred for investigation.
- Investigation: The current arrangements stipulate that a complaint which is referred for investigation must be reported to the Audit and Governance (Hearing) Sub-Committee for decision. But changes can occur during an investigation; for example, a Subject Member could resign, leave office after an election or become too ill to be actively involved in the complaint process. From lessons learned and in line with the LGA guide wording has been added to provide for a complaint to be referred back to the Monitoring Officer if there is a change of circumstance during the investigation. There have also been instances, where the Investigation Report is detailed and recommendations are very clear, and a hearing of the Audit and Governance (Hearing) Sub-Committee would not have been necessary. The proposed new arrangement enables the Monitoring Officer to take a final decision based on the recommendations of the Investigation Report, in consultation with the Independent Person and Chair or Vice Chair of the Audit and Governance Committee. For complaints where there is evidence of serious breach(es), or there is no clear recommendation, or the Monitoring Officer does not agree with the recommendation the option of referring the complaint for decision of the Audit and Governance (Hearing) Sub-Committee is still available. This is in line with LGA guidance.
- Hearing: for clarity the proposed new arrangements contain greater detail of the arrangements in advance of, at and following a hearing. The current arrangements provide for a hearing, but do not explain the arrangements in detail. This has resulted in a volume of enquiries in advance of hearings about process, calling of witnesses, order of

speaking during a hearing, etc. The proposed new arrangements aim to clarify the process for all involved and are in line with LGA guidance.

2. Financial Implications

There are no financial implications for the purposes of this report.

3. Natural Environment, Climate & Ecology Implications

No climate implications have been identified in preparing this report.

4. Well-being and Health Implications

No well-being or health implications have been identified in preparing this report.

5. Other Implications

None.

6. Risk Assessment

6.1 HAVING CONSIDERED: the risks associated with this decision; the level of risk has been identified as:

Current Risk: Low

Residual Risk: Low

7. Equalities Impact Assessment

This report raises no equalities implications, providing an improved complaint arrangement applicable to all councillors.

8. Appendices

Appendix 1 – the current arrangements for dealing with Code of Conduct complaints against councillors. [Appendix 2 Code of Conduct complaint process 2021.pdf](#)

Appendix 2 – the proposed new Councillor Complaint Process (showing changes since the version presented to councillors in July 2024).

9. Background Papers

The LGA Guidance on Member Model Code of Conduct Complaints Handling

[Guidance on Member Model Code of Conduct Complaints Handling |
Local Government Association](#)

10. **Report Sign Off**

- 10.1 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(s)

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Arrangements for dealing with Code of Conduct complaints against Councillors

What is a Code of Conduct complaint?

Dorset Council has adopted a Code of Conduct for its Councillors and Co-opted Members, which is available for inspection on the council's website and on request from the Monitoring Officer.

Each of the parish and town councils in Dorset have adopted a Code of Conduct for their Councillors and Co-opted Members which they publish on their own website.

A Code of Conduct complaint is one that alleges that a Dorset Council or Dorset parish or town Councillor or Co-opted Member has failed to comply with their council's code of conduct.

Dorset Council is required to have arrangements in place to investigate and reach decisions about Code of Conduct complaints.

These arrangements set out:

1. who you can complain about
2. what you can complain about
3. what cannot be complained about
4. what outcomes are available
5. how to make a complaint
6. how Dorset Council will deal with such complaints
 - A. Initial Check
 - B. Assessment
 - C. No decision due to insufficient information
 - D. Decision - no further action should be taken and the complaint is dismissed.
 - E. Decision – informal resolution
 - F. Decision - refer complaint for investigation
 - G. Changes during an investigation
 - H. Investigation Report
 - I. Monitoring Officer investigation decision
 - J. Audit and Governance (Hearing) Sub-Committee
 - K. [Audit and Governance \(Assessment\) Sub-Committee Review Panel](#)
7. how Dorset Council will learn from complaints

1. Who can you complain about?

You can complain about Councillors and Co-opted Members of Dorset Council or any Town or Parish Council in the area of Dorset Council. A Co-opted Member is a voting member of a council or one of its committees, who was appointed to their position rather than being elected. Those Councillors and Co-opted Members are referred to as "Subject Member" throughout this Complaint Process.

2. What can you complain about?

You can complain about the conduct of a Subject Member who is in office at the time of your complaint.

The conduct complained of must be covered by the relevant council's Code of Conduct and must have occurred during the Subject Member's time in office.

The conduct complained of must have happened in the last 20 working days. It could be a one-off incident or the last incident in a series of connected events (if a series of connected events is complained of all the connected events may be considered as part of the complaint even if some of the events are older than 20 working days). Only in exceptional circumstances will a complaint received outside the timeframe be considered.

Types of complaint alleging breach of Code of Conduct may include:

- unlawfully discriminating against someone
- failing to treat people with respect
- bullying any person
- intimidating any person involved in any investigation or proceedings about someone's misconduct
- doing something to prevent those who work for the authority from being unbiased
- revealing information that was given to them in confidence, or stopping someone getting information they are entitled to by law
- damaging the reputation of their office or authority, where the conduct is linked to their public role and not in their private capacity
- using their position improperly, to their own or someone else's advantage or disadvantage
- misusing their authority's resources
- allowing their authority's resources to be misused for the activities of a registered political party
- failing to register an appropriate interest correctly
- failing to register any gifts or hospitality (including its source) that they have received in their role as a member worth over £50.00.

3. What cannot be complained about under these arrangements?

The following types of complaint cannot be considered under these arrangements:

- Complaints about a Subject Member who is not in office at the time of the complaint cannot be considered.
- Complaints about conduct which happened before a Subject Member was elected, co-opted or appointed to their council, or after they have resigned or otherwise ceased to be in office cannot be considered.
- Complaints about a council as a whole or people employed by it cannot be considered under these arrangements.
- Complaints about dissatisfaction with a decision or action of a Council, one of its committees or employees, a service provided by a Council or a Council's procedures, cannot be considered under these arrangements.

- Complaints which relate to conduct (one-off incident or the last in a series of connected events) which happened over 20 working days ago, unless there are exceptional circumstances.
- Where the complaint alleges criminal conduct (including failure to register or declare a Disclosable Pecuniary Interest or voting at a council meeting where such an interest exists), this is a matter for the police and cannot be dealt with under the Code of Conduct. The Monitoring Officer will consider whether it is appropriate to refer to the Police. No further action will be taken in relation to such complaints until any related criminal/regulatory investigation, proceedings or processes have been concluded. Complainants may refer criminal allegations directly to the Police.

4. What outcomes are available?

It is important to note that not every complaint about a breach of Code of Conduct will be referred for investigation or informal resolution. Each complaint will be checked and assessed before a decision is made about appropriate action.

While Dorset Council takes its duties and powers regarding the standards regime seriously (and the Procedure set out below ensures that there is a fair process for considering and dealing with standards complaints) there are limitations on the potential outcomes to standards complaints. There are also limitations to the potential sanctions where a Subject Member is found to have broken the Code.

The ability of the Council to impose and enforce meaningful sanctions or remedial action was severely curtailed by the changes to the standards regime introduced by the Localism Act 2011. This Act also repealed all of the preceding ethical governance legislation in its entirety.

Examples of available outcomes [\(a successful complaint may result in one or a number of these outcomes\)](#):

- An apology
- training for the Subject Member
- Mediation with the Subject Member
- Mentoring for the Subject Member
- Removal of the Subject Member from committees or sub-committees
- Removal of the Subject Member from any outside appointments
- Withdrawal of facilities (computer, website, email or internet access) from the Subject Member
- Withdrawal or restricted or chaperoned access to council offices or other premises or named officers
- formal censure of the Subject Member

Outcomes which are not available:

- Suspension of a councillor
- Disqualification of a councillor
- Removal of a councillor from office

5. How to make a complaint

Complaints must be submitted in writing to Dorset Council's Monitoring Officer using the [Code of Conduct complaint form - Dorset Council](#).

You will need to set out details of your complaint including:

- Your contact details. If you are making the complaint on behalf of a number of individuals, please nominate one person as the single point of contact to whom all correspondence will be addressed.
- The identity of the Subject Member you are complaining about. Where a complaint is made against more than one Subject Member, a separate complaint form must be completed in respect of each Subject Member.
- A description of the conduct that has caused you to complain including when and where it took place and any witnesses to the conduct.
- The part of the Code of Conduct you think has been breached (please see the relevant council's website for details of their code of conduct for councillors).
- What remedy or outcome you are asking for (please see section 4 above).

You should submit any written evidence or documents that you have, with your complaint.

It is very important that you set your complaint out fully and clearly and provide as much information as you can at the outset.

For complaints concerning the conduct of a parish or town councillor you will also be asked if you have raised your complaint with the clerk of the council and what attempts have been made to resolve your complaint before submission of a complaint to the Monitoring Officer.

When complete, your form should be sent to the Monitoring Officer:

E-mail: councillorcomplaints@dorsetcouncil.gov.uk

The Monitoring Officer will not normally consider a complaint unless it is in writing and a complaint form has been received. This is to ensure that all of the relevant information is provided and, where necessary, consent to share information has been obtained so that the complaint can be processed.

If you do not have access to the internet or have difficulty completing the form, please contact 01305 224181 for assistance.

Before you complain

Before you send us your complaint, you should be aware that anonymous complaints will not normally be investigated.

You may request that your identity is withheld but this will only be agreed by the Monitoring Officer in exceptional circumstances. The Monitoring Officer has to

balance the right of the Subject Member complained of, who is entitled to properly understand the complaint against them and respond to it, with your rights as Complainant. This normally means that the Subject Member will need to be told about the complaint, including who is making the complaint. You will be informed if your complaint cannot be investigated without disclosing your identity and you will be provided with the opportunity to proceed or withdraw your complaint.

6. How Dorset Council will deal with complaints

A. Initial Check

At this stage your complaint is confidential. You and the Subject Member complained of should not disclose information about the complaint or the outcome of the initial check to anyone else.

The Monitoring Officer will arrange initial checks to ensure that your complaint is covered by the Code of Conduct and these complaint arrangements. An Independent Person will be consulted before any decision is made about next steps.

(An Independent Person is someone appointed by the Council to give an independent view on complaints about Subject Members. They are not employed by the council and act voluntarily. An independent person must be consulted by the Council before it makes its decision on an allegation that it has decided to investigate. The Independent person is also available to be consulted by a Subject Member if their behaviour is the subject of a complaint.)

The initial checks are:

- Is the complaint about a current, individual Subject Member?
 - Is the conduct complained of covered by the council's Code of Conduct for councillors?
 - Did the conduct complained of occur during the Subject Member's time in office?
 - Does the complaint relate to matters where the Subject Member was acting or has given the impression of acting as a councillor or representative of the Council in their official capacity or were they acting in their private capacity?
 - Did the conduct complained of happened in the last 20 working days (one-off incident or the last incident in a series of connected events even if some of them are older than 20 working days) and/or whether there are any exceptional circumstances for considering a complaint received outside this timeframe.
 - Is the complaint about criminal conduct? A referral should be made to Dorset Police and progress of your complaint may be delayed until their advice is received or until they have concluded their processes.
 - Does the complaint raise concerns or allegations about someone who works with a child? A referral may be made to the Local Authority Designated Officer ("LADO") and progress of your complaint may be delayed until their advice is received or until they have concluded their processes.
- The Local Authority Designated Officer (LADO) works within Children's Services and gives advice and guidance to employers, organisations and other

individuals who have concerns about the behaviour of an adult who works with children and young people.

- Does the complaint raise concerns or allegations of harm to an adult at risk? A referral may be made to Adult Safeguarding and progress of your complaint may be delayed until their advice is received or until they have concluded their processes.

[The Council aims to acknowledge complaints w](#)Within 5 working days of [receipt](#). [receiving your complaint it will be acknowledged, y](#)ou will be informed of the outcome of the initial check and whether your complaint is covered by the Code of Conduct and complaint process or not.

Outcomes

Complaint will not proceed to Assessment

You will be informed of a decision that your complaint is not covered by the Code of Conduct and these complaint arrangements, with reasons. This will conclude your complaint and there is no right of appeal.

If your details can be disclosed, the Subject Member will also be informed of your complaint and that it will not proceed.

Complaint proceeding to Assessment

If your complaint is covered by the complaint process, you will be given details of next steps and timescales, including any possible delay (for example, due to a referral to Dorset Police, LADO or Adult Safeguarding). If you have asked for your details to be withheld or to remain anonymous you will be informed if this is agreed. You may also be asked to provide further details of your complaint.

If your details can be disclosed and there is no referral to another agency, the Subject Member will be notified of your complaint (with a copy of the complaint) with details of next steps and timescales. The Subject Member will be provided with contact details for an Independent Person, who they can contact for a view throughout the complaint process. The Subject Member will be asked to provide an initial and brief response to the complaint, details of any witnesses and relevant documents within 10 working days.

If your complaint relates to a Subject Member of a town or parish council, and if your details can be disclosed, the Clerk of the town or parish council will be notified of the outcome of the initial check. If your complaint is proceeding to assessment the Clerk will be invited to provide any relevant factual information within 10 working days.

B. Assessment

The Monitoring Officer will arrange for your complaint to be assessed. As part of the assessment, some preliminary enquiries may be made; for example, relevant parts of the Code of Conduct, any relevant public meeting records or relevant register of interest may be checked.

The likely types of questions and criteria to be considered when assessing your complaint are listed below. The list is not exhaustive and not all questions will be relevant to every complaint:

- Does the complaint contain sufficient evidence to demonstrate a potential breach of the Code of Conduct?
- Does the complaint relate to conduct during a meeting or political debate where a Subject Member may have greater right to freedom of expression (but not personal abuse)?
- Is the complaint the same or substantially the same as a previous complaint which has been dealt with and no new evidence has been provided?
- Has a similar complaint involving the same Subject Member and the conduct or incident been assessed and referred for investigation?
- Does the complaint appear to be malicious, politically motivated, tit-for-tat or have another improper motive?
- Has the Subject Member offered or provided a satisfactory or reasonable remedy to the complaint?
- Is the complaint about a Subject Member who is seriously ill?
- would investigation be in the public interest? For example, does the complaint disclose a minor or technical breach of the Code of Conduct or one which is not serious, or is the conduct a one-off or pattern of behaviour?
- Has there been a general breakdown in relationships at the Subject Member's council or are the allegations about how the conduct of governance of meetings?
- Does the Subject Member lack experience or training?
- Is the issue political?
- Has the Subject Member failed to agree or carry out local resolution?

After consultation with an Independent Person (either in person or electronically), and within the timescale specified, a decision will be made. The possible decisions are set out in sections C – J below.

Ordinarily a decision will be made, but Exceptionally, if it this is not possible for a decision to be made, the complaint may be referred to a Review Panel formal private hearing of the Audit and Governance (Assessment) Sub-Committee for decision. of the Monitoring Officer, who will make a decision in consultation with the Independent Person and 3 members of the Audit and Governance Committee. This consultation may be in writing or in a meeting. Information provided to the Review Panel will include but not be limited to:

- A summary of the complaint;
- The Initial Check outcome;
- Any initial Subject Member response;
- Any information provided by a town and parish council Clerk (if relevant);
- the likely relevant paragraphs of the Code of Conduct;
- any preliminary enquiries (if relevant);
- the current Assessment (including criteria considered and reason for any view);
- the view of the Independent Person and whether this differs from the current assessment view.

~~The process for an (Assessment) Sub-Committee is set out in section K below.~~

C. No decision due to insufficient information.

~~The Council will aim to provide you with an assessment decision w~~Within 5 working days of the date for the Subject Member (or if relevant the town or parish clerk) to provide further information. ~~.,-y~~You will be informed if an assessment decision cannot be made due to insufficient information. You may be given a further opportunity to provide information.

If you do not provide further information, you will be informed that no further action will be taken, and your complaint will be closed. If the complaint is closed that concludes your complaint and there is no right of appeal.

If you do provide further information this will be reviewed, a fresh view of the Independent Person will be obtained, and a decision will be made.

If your details can be disclosed, the Subject Member (and town or parish council clerk if relevant) will also be informed if a decision cannot be made due to insufficient information, if your complaint is closed, or if a decision is made in light of further information provided by you.

At this stage your complaint is confidential. The Subject Member has the option to request publication of the complaint and outcome, but if not, the complaint and outcome will remain confidential and should not be disclose to anyone else.

D. Decision - no further action should be taken and the complaint is dismissed.

~~The Council will aim to provide you with A~~any decision to dismiss your complaint ~~should be made~~ within 5 working days of the last date for you, the Subject Member, or if relevant, the town or parish clerk to provide further information.

Below are some examples of circumstances where no further action may be appropriate:

- There is not sufficient information to demonstrate potential breach of the Code of Conduct;
- The complaint is the same or substantially the same as a complaint previously dealt with or one which has already been referred for investigation and it is not in the public interest to progress the complaint;
- The complaint is trivial or discloses such a minor or technical breach of the Code that it is not in the public interest to progress the complaint;
- The complaint is or appears to be malicious, politically motivated, tit-for-tat or otherwise submitted with an improper motive and does not disclose sufficiently serious potential breaches of the Code to merit further consideration;
- The Subject Member has provided a satisfactory remedy to the complaint;

- There is evidence to suggest a potential breach of the Code, but the circumstances do not warrant further action; for example, serious illness of the Subject Member.

You will be informed of the decision to dismiss your complaint with reasons. If your details can be disclosed, the Subject Member and, if relevant, a town or parish clerk will also be informed. The decision is final and there is no right of appeal.

At this stage your complaint is confidential. The Subject Member has the option to request publication of the complaint and outcome, but if not, the complaint and outcome will remain confidential and should not be disclose to anyone else.

E. Decision – informal resolution

There may be occasions where there is evidence of a potential breach, but instead of an investigation, informal resolution may be appropriate.

Types of informal resolution could include:

- An apology
- Mediation
- Training or mentoring
- Referral to a political group leader
- Referral to the town or parish clerk

Below are some examples of where informal resolution may be appropriate:

- Less serious complaints where the Subject Member wishes to put their actions right;
- A general breakdown in relationships at the Council where other action such as mediation might help;
- Complaints where the public interest in conducting an investigation does not justify the costs of such an investigation;
- Where the Subject Member lacks experience or may benefit from training or mentoring;
- Where the issue appears to be in the political arena and therefore appropriate for referral to a leader(s) of a political group to deal with;
- Where it appears that the town or parish council would be best placed to resolve the issue;
- Where there is the same alleged breach of the Code about several Subject Members in the same council, indicating a poor understanding of the Code and authority's procedures.

Informal resolution may be arranged where you and the Subject Member agree to it but it may also be arranged without your agreement if it is considered to be an appropriate outcome. For example, an apology from the Subject Member could be an appropriate outcome even if you indicate that you may not be satisfied.

At this stage your complaint is confidential.

Intention to arrange Informal Resolution

The Council will aim to notify you of any intention to refer your complaint for informal resolution wWithin 5 working days of the last date for you, the Subject Member, or if relevant, the town or parish clerk to provide further information. ~~you and the Subject Member will be notified of any intention to refer your complaint for informal resolution.~~ The notification will include reasons for the decision, details of the recommended type of informal resolution and a proposed date for it to be completed. You and the Subject Member will be asked to respond with your agreement or refusal within 5 working days.

Following a fresh view of the Independent Person, the Council will aim to provide you with a decision about informal resolution wWithin a further 5 working days ~~of the date for response, a fresh view of the Independent Person will be obtained and a decision will be made~~; this decision may be to continue with informal resolution, or to refer your complaint for investigation.

Decision to arrange Informal Resolution

You and the Subject Member will be notified of any decision to arrange informal resolution, with reasons, details of the type of informal resolution and a date for it to be completed.

Informal resolution is completed

If the informal resolution is completed by the required date (including any extension), this will be confirmed in writing to you, the Subject Member (and if relevant the town or parish council clerk) and will conclude your complaint, with no right of appeal.

Your complaint will be confidentially reported for noting at a meeting of the Audit and Governance Committee of Dorset Council (and if relevant, to a meeting of the town or parish council), unless the Subject Member asks for the decision to be published.

Informal Resolution is not completed

If the informal resolution does not take place by the required date, your complaint will be re-assessed, including the reasons the informal resolution has not be completed, and a fresh view from an Independent Person.

The Council will aim to inform you, the Subject Member (and if relevant the town or parish clerk) of the outcome of the re-assessment wWithin 5 working days of the date for informal resolution to be completed, ~~you, the Subject Member (and if relevant the town or parish clerk) will be informed of the outcome of the re-assessment~~ which may result in:

- the timescale for completion of the informal resolution being extended, which will be monitored for completion;
- the complaint being dismissed (which would conclude the complaint with no appeal);
- referral for investigation.

F. Decision - refer complaint for investigation

If your complaint is assessed as raising a potential breach of the Code of Conduct it may be referred for investigation. Below are some examples where a referral for investigation may be appropriate:

- The complaint is serious enough to warrant investigation;
- A Subject Member has failed to agree to or carry out local resolution.

The Council will aim to notify you of a decision to refer your complaint for investigation, with reasons and the name of the Investigating Officer within 5 working days of the last date for ~~you, the Subject Member, or if relevant, the town or parish clerk to provision of~~ further information, or the date for completion of informal resolution, ~~you will be informed of a decision to refer your complaint for investigation, with reasons and the name of the Investigating Officer.~~

If your details can be disclosed, the Subject Member and, if relevant, a town or parish clerk will also be informed. The Subject Member is expected to cooperate with the investigation and may be accompanied or represented at any meetings with the Investigating Officer. If the Subject Member fails to co-operate with an investigation, it will proceed and report will be prepared.

Where a decision is made to refer your complaint for investigation an Investigating Officer will be appointed. This could be an appropriately skilled council officer from this or another council, or another external investigator.

The Investigating Officer will contact you and (if your details can be disclosed) the Subject Member as part of their investigation. The conduct of the investigation will depend on the details of your complaint and may include, interviews, gathering of information and witness details, preparation of a chronology of events or documents and a written report with recommended findings.

Your complaint remains confidential during the investigation at least until the Investigation Report has been finalised.

G. Changes during an Investigation

Sometimes circumstances change during an investigation. These could include:

- The case appears to the Investigating Officer to be less serious than it initially seemed;
- There may be no direct evidence;
- It may become clear the actions complained of were private and not conducted in the Subject Member's official capacity;
- The Subject Member may be too ill to engage with the complaint process;
- The Subject Member may have resigned or left office as a result of an election;
- The Subject Member may wish to make an apology;
- Evidence may be uncovered which requires referral to Dorset Police, the LADO or Adult Safeguarding;
- Additional possible breaches of the Code of Conduct may be discovered.

If a change of circumstances occurs the Investigating Officer should refer to the Monitoring Officer, who should seek the views of the Independent Person before continuing, halting or pausing the investigation.

If additional possible breaches are discovered the Investigating Officer will need to refer to the Monitoring Officer for a view about adding the allegation to the investigation or requesting a further complaint form be submitted (to be checked and then assessed in the normal way).

The Monitoring Officer will inform you, the Subject Member, and if relevant the town or parish council clerk of any decision to continue, pause or halt an investigation, add an allegation to the investigation or request a further complaint form, with reasons and timescales.

H. Investigation Report

The Investigation Report should contain:

- (a) a summary of the complaint;
- (b) the relevant sections of the Code of Conduct;
- (c) relevant evidence, legislation, policies, protocols and case law;
- (d) a chronology of events leading to the complaint;
- (e) a chronology of the complaint process;
- (f) summary of any interviews (including any lack of cooperation);
- (g) the agreed and non-agreed facts (finding of facts);
- (h) any conflicting evidence;
- (i) a recommendation about whether a breach has occurred (on a balance of probabilities);
- (j) reasons for the recommendation.

The Investigating Officer will aim to send their draft report to the Monitoring Officer and Independent person within 6 months of the decision to refer your complaint for investigation (unless a change in circumstances has occurred or the Monitoring Officer has agreed to an extension) the Investigating Officer will send their draft report to the Monitoring Officer and Independent Person. The Monitoring Officer and Independent Person will review the report and confirm if the investigation is of acceptable standard and meets the scope of the complaint or if they have other comment.

The draft report will then be supplied to you and the Subject Member with a timescale for response. Any response will be considered before the Investigating Officer finalises their report and submits it to the Monitoring Officer.

I. Monitoring Officer Investigation Decision

Having received the Investigation Report the Monitoring Officer will ask the Independent Person and the Chair of Audit and Governance Committee (or Vice Chair in their absence) for their a-view about the recommendation and will then make one of the following decisions:

- No breach of the Code of Conduct and the complaint is dismissed;
- Breach of the Code of Conduct but no further action;

- Breach of the Code of Conduct and a referral for informal resolution;
- Breach of the Code of Conduct and referral for hearing by the Audit and Governance (Hearing) Sub-Committee.

The Monitoring Officer will aim to issue the decision to you, the Subject Member, the Independent Person and if relevant, the town or parish clerk within 10 working days of receiving the Investigation Report ~~the Monitoring Officer will issue the decision to you, the Subject Member, the Independent Person and if relevant, to the town or parish council clerk.~~

For any decision of no breach, breach but no further action, or breach and referral for informal resolution this decision is final with no right of appeal. A confidential summary of the outcome will be provided to the Audit and Governance Committee (and if relevant a town and parish council). The decision will not be published unless the Subject Member requests it.

Where the decision is to refer the complaint for informal resolution, the process in Section E above (from Decision to arrange Informal Resolution) will apply.

Where the decision is to refer the complaint for hearing by the Audit and Governance (Hearing) Sub-Committee the Monitoring Officer will notify Democratic Services and ask them to aim to arrange a (Hearing) Sub-Committee and a hearing date within 3 months of the date of the Investigation Report (unless the hearing must be delayed due to other parallel investigations e.g. Dorset Police).

J. Audit and Governance (Hearing) Sub-Committee

Once notified of a referral for hearing Democratic Services will:

- Establish a (Hearing) Sub-Committee (consisting of 3 members of the Audit and Governance Committee)
- Arrange an informal private pre-meeting or briefing for the (Hearing) Sub-Committee with the Monitoring Officer or Deputy (who will be legally advising the Sub-Committee at the hearing) no less than 3 weeks before the hearing date.
- Aim to Aarrange a hearing date within 3 months of the date of the Investigation Report.

You, the Independent Person, the Investigating Officer and if relevant the town or parish clerk will be notified of the date and procedure for the hearing. The Investigating Officer will be asked if they will be calling witnesses.

The Subject Member will be notified of the date and procedure for the hearing, and will be asked to provide the following information within a set period of time:

- a brief written response;
- if they will be accompanied or represented at the hearing;
- if they wish to give written or verbal evidence at the hearing;
- if they wish to call any relevant witness who has been interviewed by the Investigating Officer and whose evidence appears in the Investigation Report;

- if they want to request any part of the Investigation Report, or documents or hearing be held in private session, with reasons.

Informal and Private Pre-meeting or briefing

The main purpose of the informal and private meeting or briefing is to enable the (Hearing) Sub-Committee to prepare and deal with matters more fairly and economically at the hearing including:

- Deciding whether any findings of fact in the report are in dispute and how relevant they will be at hearing;
- Identifying any additional evidence the (Hearing) Sub-Committee wants to see;
- Identifying any witnesses it wants to hear from;
- Deciding any limit on numbers of witnesses;
- Deciding the relevance of any witnesses who the Subject Member or Investigating Officer wants to call bearing in mind proportionality;
- Identifying any parts of the hearing which are likely to be held in private or parts of reports to be withheld from public “exempt” – the (Hearing) Sub-Committee have final decision at the hearing;
- Identify any potential conflicts of interest;
- Consider who will likely Chair the hearing.

The meeting or briefing may be in person, on-line or paper based and will be supplied with any updated information received from you and the Subject Member. The meeting or briefing is attended by the (Hearing) Sub-Committee, Monitoring Officer or Deputy and Democratic Service officer who is arranging and supporting the (Hearing) Sub-Committee meeting. You, the Subject Member, the Independent Person and Investigating Officer will not be invited to attend. The (Hearing) Sub-Committee will not be debating the merits of the complaint at this meeting or briefing and it is not a formal committee meeting.

Hearing

At least 2 weeks before the hearing date, you, everyone involved in the complaint will be notified of the date, time and place for the hearing, whether the Subject Member will be accompanied or represented, listing witnesses who will be asked to give evidence and an outline of the procedure for the hearing.

If the Complainant or Subject Member or their witness(es) are unable to attend the hearing on the date arranged they should contact the Democratic Services officer who is arranging the hearing as soon as possible, with reasons. The Monitoring Officer or Deputy will be notified, will consult with the (Hearing) Sub-Committee and decide if another date needs to be found or if they hearing will proceed on the date arranged. Depending on circumstances a hearing may proceed in the absence of a Complainant, Subject Member or their witness(es). All attendees will be provided with an update and the decision will be reported at the hearing.

The hearing is a formal Committee meeting and normal Committee rules will apply including publication of an agenda in advance of the hearing, and publication of a minute after the meeting.

The hearing will be a public meeting unless the Subject Member requests the hearing takes place in confidential session and the (Hearing) Sub-Committee agrees.

All those attending, including the (Hearing) Sub-Committee will have received the Investigation Report in advance of the hearing, but it is not published as part of the Agenda in advance of the hearing. This is to allow the Sub-Committee opportunity to consider any request from the Subject Member to hold the hearing in closed confidential session.

At the hearing, the Investigating Officer will present their report and ask to hear from any witnesses. Questions may be asked of the Investigating Officer and their witnesses by the Subject Member (or their representative), the (Hearing) Sub-Committee and the Independent Person. The Subject Member (or their representative) will be invited to present their response and ask to hear from any witnesses. Questions may be asked of the Subject Member and their witnesses by the Investigating Officer, the (Hearing) Sub-Committee and the Independent Person.

The (Hearing) Sub-Committee will seek any legal and procedural advice from the Monitoring Officer or Deputy and the view of the Independent Person in the open hearing before they retire with the Monitoring Officer or Deputy, Independent Person and Democratic Services officer supporting the meeting, to make their decision about whether a breach of the Code of Conduct has occurred (on balance of probabilities). The Monitoring Officer or Deputy and the Independent Person attends the private deliberation to enable the (Hearing) Sub-Committee to ask for advice and seek views if necessary. The Monitoring Officer or Deputy and Independent Person do not take part in decision making about whether a breach has occurred.

Any legal or procedural advice from the Monitoring Officer or Deputy or view of the Independent Person given during the private deliberation will be repeated to the public meeting.

The (Hearing) Sub-Committee may return to the hearing to ask further questions and recommence their private deliberations.

If the (Hearing) Sub-Committee decide that no breach has occurred, that decision will be final, will conclude the hearing and the complaint with no right of appeal.

If the (Hearing) Sub-Committee decide that a breach has occurred, they will invite representations about aggravating or mitigating factors from the Investigating Officer and Subject Member (or their representative). As above, the (Hearing) Sub-Committee will seek any legal and procedural advice and view of the Independent Person in the open hearing before retiring with the Monitoring Officer or Deputy, Independent Person and Democratic Services officer supporting the meeting, to make their decision about an appropriate sanction.

Any sanction should be reasonable, proportionate and relevant to the Subject Member's conduct which is the subject of the complaint. [A \(Hearing\) Sub-Committee may decide to issue one or a number of sanctions.](#) Typical sanctions include (but are not limited to):

- Issue (or recommend the parish council issue) formal censure;
- Recommend to a Subject Member's group leader (or council if ungrouped) they be removed from any or all committees or sub-committees (or recommend this action to the town or parish council);
- Recommend to the Leader of the council that the Subject Member be removed from positions of responsibility;
- Instruct the Monitoring Officer to (or recommend the town or parish council) arrange training for the Subject Member;
- Recommend to the Subject Member's Group Leader (or recommend to the town or parish council) that the Subject Member be removed from all outside appointments;
- Instruct (recommend to the town or parish council) the Chief Executive of the council to arrange withdrawal of facilities from the Subject Member for a specified period (e.g. computer, website, email or internet access);
- Instruct (recommend to parish council) the Chief Executive of the council to arrange exclusion of the Subject Member from the council's offices or other premises for a specified period with the exception of meeting rooms necessary for attending council, committee and sub-committee meetings or restricts contact with officers to named officers only;
- If relevant recommend to the secretary or official of a political group that the Subject Member be removed as a group leader or other position of responsibility.

Any legal or procedural advice from the Monitoring Officer or Deputy or view of the Independent Person given during the private deliberation will be repeated to the public meeting.

The (Hearing) Sub-Committee will aim to provide their decisions (in writing) about breach and any sanction at the hearing but may reserve their decisions to a later date.

The decision of the (Hearing) Sub-Committee is final and there is no right of appeal.

The Council will aim to provide you, the Subject Member and the Independent Person with the full written decision and minutes of the hearing wWithin 5 working days of the hearing ~~you, the Subject Member and Independent Person will receive a full written decision and minutes of the hearing.~~ The decision, minutes and Investigation Report (if the hearing was open to the public and subject to any necessary redaction for data protection purposes) will be published on Dorset Council's website in accordance with normal committee publication arrangements.

If the complaint relates to a Dorset Council Subject Member and the hearing was open to the public the decision will be reported to the next Dorset Council meeting for information only (subject to any necessary redaction for data protection purposes)

If the complaint relates to a town or parish council Subject Member, the Council will aim to provide the town or parish council clerk with a full written decision within 5 working days of the hearing. The ~~the town or parish council~~ clerk will be informed if receive a full written decision, confirmation the hearing was held in open or closed session and of any actions or decisions which need to be taken by the town or parish

council. The decision should be taken to the next full council meeting of the town or parish council.

A town or parish council ~~must meet to can~~ decide whether to impose a recommended sanction. If they ~~do not~~ wish to ~~agree the recommended sanction~~ ~~replace it with another sanction~~, they ~~must should~~ first ~~consult take advice from their clerk or~~ the Monitoring Officer. ~~They A town or parish council~~ cannot overturn a Sub-Committee decision about whether a breach of their Code of Conduct occurred.

A town or parish council clerk should report back to the Monitoring Officer within 3 months of the (Hearing) Sub-Committee to confirm their council has met to decide on sanction and to confirm when the sanction has been fulfilled.

Failure of a Subject Member to comply with a sanction may be a further breach of the relevant council's Code of Conduct.

K. ~~Audit and Governance (Assessment) Sub-Committee~~

~~Ordinarily an officer decision will be made at the Assessment stage whether to progress the complaint, and if so how. If this is not possible, the complaint may be referred to a formal and exempt meeting of the Audit and Governance (Assessment) Sub-Committee for decision.~~

~~Once notified of a referral for assessment Democratic Services will:~~

- ~~Establish an (Assessment) Sub-Committee (consisting of 3 members of the Audit and Governance Committee)~~
- ~~Arrange an exempt meeting date at the earliest possibility.~~

~~You, the Subject Member and if relevant the town or parish clerk will be notified that an (Assessment) Sub-Committee meeting is being arranged. You and the Subject Member will not be invited to attend as this meeting is in place of the internal officer decision, which is a paper-based decision, having asked for the view of the Independent Person.~~

~~The Independent Person will be invited to attend to give their view to the Sub-Committee.~~

~~The meeting is a formal Committee meeting and normal Committee rules will apply including publication of an exempt agenda in advance of the hearing, and publication of an exempt minute after the meeting.~~

~~At the meeting, the Monitoring Officer or their representative will present a report of all information relating to the complaint, including but not limited to_:~~

- ~~The Initial Check outcome;~~
- ~~A summary of the complaint;~~
- ~~Any initial Subject Member response;~~
- ~~Any information provided by a town and parish council Clerk (if relevant);~~
- ~~the likely relevant paragraphs of the Code of Conduct;~~

- ~~any preliminary enquiries (e.g. meeting minutes or Register of Interest entries);~~
- ~~the current Assessment (including criteria considered and reason for any view);~~
- ~~the view of the Independent Person and whether this differs from the current assessment view.~~

~~The (Assessment) Sub-Committee will seek any legal and procedural advice from the Monitoring Officer or Deputy and seek the view of the Independent Person before they decide whether and if so, how the complaint should progress. The available options are set out in sections C—F above:~~

~~No decision due to insufficient information~~

~~Decision—no further action should be taken and the complaint is dismissed~~

~~Decision—informal resolution~~

~~Decision—refer complaint for investigation~~

~~The decision of the Assessment Sub-Committee is final and there is no right of appeal.~~

~~Within 5 working days of the Assessment Sub-Committee meeting, you, the Subject Member, the Independent Person and if relevant the town or parish council clerk will receive a full written decision and minutes of the meeting.~~

~~If the Assessment Sub-Committee decide that no decision can be made due to insufficient information or no breach has occurred, that will conclude your complaint with no right of appeal. This will be confirmed to you in accordance with the provisions in sections C and D above.~~

~~If the Assessment Sub-Committee decide that informal resolution or a referral for investigation is appropriate, your complaint will progress and this will be confirmed to you in accordance with the provisions of section E or F above.~~

~~An exempt version decision and minutes will be published on Dorset Council's website in accordance with normal committee publication arrangements.~~

7. How Dorset Council will Learn from Complaints

Things do not always happen in the way they should and councillors and co-opted members do not always behave as they should, in accordance with their Code of Conduct.

Dorset Council is a learning organisation. Sometimes a hearing might result in sanctions being imposed upon a Subject Member but it is also important for all councillors and co-optees to be able to learn from complaints.

In addition to acting upon individual complaints the Council will, through the Audit and Governance Committee, receive monitoring information about complaints and an annual report on councillor and co-opted member conduct. The focus in doing so will be upon helping individual councillors, Dorset Council as a whole and the 163 Parish and Town Councils in Dorset to maintain high standards of conduct.

Full Council 11 February 2025 Staffing Committee and arrangements for the recruitment of the Chief Executive and Head of Paid Service

For Decision

Cabinet Member and Portfolio:

Cllr N Ireland, Leader of the Council, Climate, Performance and Safeguarding

Local Councillor(s):

All

Executive Director:

J Mair, Director of Legal & Democratic

Report Author: Jacqui Andrews
Job Title: Service Manager, Democratic and Electoral Services
Tel: 01258 484325
Email: jacqui.andrews@dorsetcouncil.gov.uk

Report Status: Public (the exemption paragraph is N/A)

Brief Summary:

The report sets out a proposal to vary Officer Employment Procedure Rules in the Constitution to create the flexibility for all political groups to be represented on the Staffing Committee when it recommends to Full Council the appointment of a Chief Executive. The report also recommends that the Staffing Committee be given authority to approve interim arrangements, including the appointment of an Acting Chief Executive.

Recommendation:

That Full Council:

1. Agrees to the amendment of the Constitution so that for the appointment of a Chief Executive and Head of Paid Service and for the approval of interim arrangements the composition of the Staffing Committee shall be agreed by the Director of Legal and Democratic in consultation with all political group leaders; and

2. Delegates to the Staffing Committee authority to approve interim arrangements, including the appointment of an Acting Chief Executive and Head of Paid Service.

Reason for Recommendation:

The composition of the Council and its political groups can vary over time. The proposed delegation will enable the flexibility for all political groups to be part of the Staffing Committee when recommending the appointment of the Chief Executive. The second recommendation fills a gap in the Constitution, enabling the Staffing Committee to appoint an Acting Chief Executive on an interim basis,

1. **Background**

- 1.1 Following the resignation of the Chief Executive to take up a role overseas it is necessary for the Council to appoint his successor.
- 1.2 The appointment of a substantive Chief Executive (who is also the Council's designated statutory Head of Paid Service) is a decision for the Full Council. The Constitution states that the appointment is to be recommended to Full Council by a Staffing Committee comprising five councillors.
- 1.3 A politically proportionate Staffing Committee of five would comprise three Liberal Democrats and two Conservatives. However, the Chief Executive and their staff are appointed to serve all councillors and so the Leader proposes that all political groups should be represented on the Staffing Committee. To achieve this without the committee being overly large he has agreed to forego his group's entitlement to a majority on this Committee.

2. **Amendment to Staffing Committee arrangements for the appointment of Head of Paid Service**

- 2.1 It is proposed that an amendment is made to the constitution to enable the size and composition of the Staffing Committee to be varied for the appointment of the Chief Executive. On this occasion it would result in an increase in the membership of the committee to eight councillors comprising:
 - 3 Liberal Democrat councillors (Leader, Deputy Leader and one other)
 - 2 Conservative councillors (Group Leader and one other)
 - The group leaders or deputy group leaders of the Green, Independent and Labour political groups.
- 2.2 The Staffing Committee will also be asked to approve interim arrangements until the new Chief Executive takes up post.

3. **Financial Implications**

3.1 There are no direct financial implications arising from this report.

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

4.1 There are no natural environment, climate and ecology implications arising from this report.

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

5.1 There are no well-being and health implications arising from this report.

6. **Other Implications**

6.1 There are no other implications arising from this report.

7. **Risk Assessment**

7.1 **HAVING CONSIDERED:** the risks associated with this decision; the level of risk has been identified as:

Current Risk: Low

Residual Risk: Low

8. **Equalities Impact Assessment**

8.1 There are no equalities implications arising from this report.

9. **Report Sign Off**

9.1 This report has been through the internal report clearance process and has been signed off by the Director for Legal and Democratic Services (Monitoring Officer), the Executive Director for Corporate Development (Section 151 Officer) and the appropriate Cabinet member.

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Full Council 11 February 2025 Appointment of Returning Officer and Electoral Registration Officer

For Decision

Cabinet Member and Portfolio:

Cllr N Ireland, Leader of the Council, Climate, Performance and Safeguarding

Local Councillor(s): All

Executive Director:

M Prosser, Chief Executive

Report Author: Jacqui Andrews
Job Title: Service Manager, Democratic and Electoral Services
Tel: 01258 484325
Email: jacqui.andrews@dorsetcouncil.gov.uk

Report Status: Public [Choose an item.](#)

Brief Summary:

The Council is required to have in place a Returning Officer and Electoral Registration Officer for the Dorset Council area. These are statutory appointments that must be made by Full Council. These positions are currently held by the Chief Executive who will be leaving the Council, and Full Council is asked to make an interim appointment to these roles to take effect on 14 March 2025.

Recommendation:

That Council agrees to an interim appointment of Jonathan Mair, Director for Legal and Democratic Services, as Returning Officer and Electoral Registration Officer for Dorset Council.

Reason for Recommendation:

The appointment of Returning Officer and Electoral Registration Officer is a statutory appointment to posts that have overall responsibility for the conduct of elections and to create and maintain the register of electors and the list of absent voters.

1. **Background**

- 1.1 The roles of Returning Officer and Electoral Registration Officer are currently held by the Chief Executive who will be leaving Dorset Council in March 2025.
- 1.2 These posts are statutory appointments that are reserved to Full Council, and this report seeks Council's approval to an interim appointment of Jonathan Mair, Director for Legal and Democratic Services, as Returning Officer and Electoral Registration Officer.
- 1.3 The Director for Legal and Democratic Services has experience of both these roles at Dorset Council providing him with the necessary knowledge and skills having been appointed as Deputy Returning Officer and Deputy Electoral Registration Officer for the last 6 years. Most recently he was responsible for overseeing the general election process for the South Dorset and West Dorset Parliamentary constituencies enabling the Returning Officer and Electoral Registration Officer to oversee the North Dorset and Mid-Dorset and North Poole Parliamentary constituencies.

2. **The role of the Returning Officer and Electoral Registration Officer**

- 2.1 Whilst there are no scheduled elections in the short term, Dorset Council is responsible for running all parish polls, neighbourhood plan referenda, local elections as well as national elections, and unscheduled elections/referenda can occur at any time so this decision for an interim appointment is required to ensure good governance of all electoral processes that may arise.
- 2.2 S.35 of the Representation of the People Act 1983 requires the Council to appoint an officer of the Council to be Returning Officer who is the person with overall responsibility for the conduct of elections in the Dorset Council area.
- 2.3 The Returning Officer is an officer of the Council, but the role is independent and separate from their duties as an employee of the Council, and in carrying out this duty they have personal responsibility for the conduct of elections and are directly accountable to the High Court.
- 2.4 The Returning Officer may appoint one or more persons to act as Deputy Returning Officers to discharge all or any of his/her functions.
- 2.5 S.8 of the Representation of the People Act 1983 requires the Council to appoint an Electoral Registration Officer who has the statutory responsibility to create and maintain the register of electors and list of absent voters. This person takes responsibility for publishing a revised

electoral register and issuing monthly alteration notices. Again, this is a personal responsibility, independent and separate from their duties as an employee of the Council.

- 2.6 Unlike deputy Returning Officers, s.52(2) of the Representation of the People Act 1983 requires that the appointment of Deputy Electoral Registration Officers is made by Full Council, and on 11 May 2023 Full Council appointed the Service Manager for Democratic and Electoral Services and the Electoral Services Team Leader as Deputy Electoral Registration Officers with Full Powers, and all Electoral Services Officers were appointed as Deputy Electoral Registration Officers for the purpose of issuing temporary Voter Authority Certificates only. It is proposed that these deputy appointments continue.
- 2.7 The Chief Executive job description includes that the role “may be required to act as Returning Officer and Electoral Registration Officer, subject to formal appointment”, and a decision on the substantive designation will need to be made in consultation with the incoming Chief Executive. The interim appointment of a Returning Officer and Electoral Registration Officer will continue until this decision is made at which time a further report will be brought to Full Council.

3. **Financial Implications**

- 3.1 There are no financial implications arising from this report.

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

- 4.1 There are no natural environment, climate and ecology implications arising from this report.

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

- 5.1 There are no well-being and health implications arising from this report.

6. **Other Implications**

- 6.1 There are no other implications arising from this report.

7. **Risk Assessment**

- 7.1 **HAVING CONSIDERED:** the risks associated with this decision; the level of risk has been identified as:
Current Risk: Low
Residual Risk: Low

8. **Equalities Impact Assessment**

8.1 There are no equalities implications arising from this report.

9. **Report Sign Off**

9.1 This report has been through the internal report clearance process and has been signed off by the Head of Legal Services (Deputy Monitoring Officer), the Executive Director for Corporate Development (Section 151 Officer) and the appropriate Cabinet member.

Dorset Council

11 February 2025

Calendar of Meetings 2025 - 2026

For Decision

Cabinet Member and Portfolio:

Cllr N Ireland, Leader of the Council, Climate, Performance and Safeguarding

Local Councillor(s):

All

Executive Director:

J Mair, Director of Legal & Democratic

Report Author: Kater Critchel

Job Title: Senior Democratic Services Officer

Tel: 01305 252234

Email: k.critchel@dorsetcouncil.gov.uk

Report Status: Public (the exemption paragraph is N/A)

Brief Summary:

To consider the draft calendar of meetings for the 2025 – 2026 municipal year.

Recommendation:

1. That the calendar of meetings for the period May 2025- May 2026 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 to the calendar, in consultation with the appropriate Chair and Vice-Chair.

Reason for Recommendation:

Dorset Council procedure rules are required to have in place a programme of meetings to ensure effective and efficient decision-making arrangements.

1. **Report**

- 1.1 Councillors are asked to consider the draft calendar of meetings for the municipal year 2025 – 2026 for formal adoption as attached at appendix 1 to this report.
- 1.2 The calendar has been shared with the Leader of the Council, group leaders and the senior leadership team as part of the consultation process.
- 1.3 As is the normal practice, the calendar of meetings follows the pattern set in previous years in terms of frequency of meetings, considering the newly agreed start times for certain committees following a change in political administration.
- 1.4 Throughout the year there may be some unforeseen diary clashes or changes required to the calendar for business needs. Councillors are asked to give delegated authority to the Director of Legal & Democratic to make any necessary changes to the calendar, in consultation with the relevant Chair/Vice- Chair. This is to avoid the need to bring further reports to Full Council and secure effective political management.

Key points to note in relation to the proposed calendar

2. As is normal practice a short recess has been built into the month of August. Where it is possible a limited number of meetings are held during other school holiday periods.
 - 2.1 The timing of Full Council, Cabinet, Audit and Governance Committee and Place and Resources Scrutiny Committee have all been set at 6.30pm. Other committee start times have also been reviewed by each committee's members and any changes are reflected in the calendar attached.
 - 2.2 The timing of the budget setting decision-making journey for 2026 – 27 has been agreed by the Executive Director for Corporate Development, following discussions with his team.
 - 2.3 Previously, some councillors had asked if the programming for the budget meeting and its reserve date could be moved from a Tuesday to a Thursday for reason of consistency in the calendar. Councillors are reminded that there needs to be a contingency reserve date added to the calendar for budget setting.

- 2.4 Whilst, on most occasions the reserve date is not required, the timetabling for the billing of the council tax process must accommodate this possibility.
- 2.5 The proposal to move these dates would place significant pressure on the revenues and benefits team, in terms of risk of delivery, cost to billing and the end of year process.
- 2.6 If the meeting was moved to a Thursday in the month of February, the significant pressure is that if the reserve date was utilised it would be significant enough to push the council into a high-risk zone for the effective legal delivery of billing the council tax.
- 2.7 Members are asked to approve the calendar of meetings for 2025-2026 as set out in the appendix.

3. **Financial Implications**

- 3.1 Dorset Council will apply its scheme of allowances for the travel requirements for members to attend meetings. There may also be incidental costs because of venue bookings which are chargeable. Where other venues have been used the cost of using these venues has been minimised as far as possible.

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

- 4.1 Careful management of the calendar of meetings prevents unnecessary meetings and helps to limit the number of avoidable journeys travelled by members of the council. Webcasting and the option to contribute remotely provides an alternative means for people to follow meetings and engage with the Council without the need to travel.

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

There are no negative well-being and health implications arising from the adoption of the calendar of meetings.

6. **Other Implications**

None

7. **Risk Assessment**

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

Current Risk: low
Residual Risk: low

8. **Equalities Impact Assessment**

This report does not contain a new strategy, policy or function and therefore does not require an impact equality assessment.

The availability of a set calendar allows members and other stakeholders to be aware in advance of meeting dates and to make the necessary arrangements to participate in the democratic process.

9. **Appendices**

Appendix 1 – draft calendar of meetings 2025-2026

10. **Background Papers**

There are no background papers

11. **Report Sign Off**

- 11.1 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(s)

DORSET COUNCIL CALENDAR OF MEETINGS**MAY 2025 – MAY 2026****Shaded areas denote school holidays***Highlighted In italic are reserve dates.*

Monday 28 April	<i>Licensing Sub-Committee</i>	10.00
Tuesday 29 April	Cabinet	18.30
Wednesday 30 April	Eastern Area Planning Committee	10.00
Thursday 1 May	Strategic & Technical Planning Committee	10.00
Friday 2 May	Appeals Committee	10.00

Monday 5 May	Early May Bank Holiday	
Tuesday 6 May		
Wednesday 7 May		
Thursday 8 May	Western & Southern Area Planning Committee	10.00
Friday 9 May		

Monday 12 May	Appeals Committee	10.00
Tuesday 13 May		
Wednesday 14 May		
Thursday 15 May	Dorset Council Annual Meeting	18.30
Friday 16 May		

Monday 19 May	People & Health Overview Committee	14.00
Tuesday 20 May	Cabinet	18.30
Wednesday 21 May	Licensing and Gambling Acts Committee General Licensing Committee	10.00
Thursday 22 May	Place & Resources Overview Committee	10.00
Friday 23 May		

Monday 26 May	Spring Bank Holiday	
Tuesday 27 May	Northern Area Planning Committee	10.00
Wednesday 28 May		
Thursday 29 May		
Friday 30 May		

Monday 2 June	<i>Licensing Sub Committee</i>	<i>10.00</i>
Tuesday 3 June	People & Health Scrutiny Committee	10.00
Wednesday 4 June	Eastern Area Planning Committee	10.00
Thursday 5 June		
Friday 6 June		

Monday 9 June	Shareholder Committee for the Dorset Centre of Excellence	10.00
Tuesday 10 June	Strategic & Technical Planning Committee	10.00
Wednesday 11 June	Harbours Advisory Committee	10.00
Thursday 12 June	Western & Southern Area Planning Committee	10.00
Friday 13 June		

Monday 16 June	Audit & Governance Committee	18.30
Tuesday 17 June		
Wednesday 18 June	Health & Well-being Board	14.00
Thursday 19 June	Corporate Parenting Board (formal)	15.00
Friday 20 June		

Monday 23 June	Appeals Committee	10.00
Tuesday 24 June	Pension Fund Committee Cabinet	13.30 18.30
Wednesday 25 June		
Thursday 26 June	Place & Resources Scrutiny Committee	18.30
Friday 27 June		

Monday 30 June	Shareholder Committee for Care Dorset	14.00
Tuesday 1 July	<i>Licensing Sub Committee</i>	<i>10.00</i>
Wednesday 2 July	Joint Archives Board	14.00
Thursday 3 July		
Friday 4 July		

Monday 7 July	People & Health Overview Committee	14.00
Tuesday 8 July	Northern Area Planning Committee	10.00
Wednesday 9 July	Dorchester Markets Informal Joint Panel	17.30
Thursday 10 July	Dorset Council	18.30
Friday 11 July		

Monday 14 July		
Tuesday 15 July	Place & Resources Overview Committee	10.00
Wednesday 16 July	Police and Crime Panel	10.00
Thursday 17 July	Western & Southern Area Planning Committee	10.00
Friday 18 July		

Monday 21 July	Appeals Committee	10.00
Tuesday 22 July	<i>Licensing Sub Committee</i>	10.00
Wednesday 23 July	Eastern Area Planning Committee	10.00
Thursday 24 July	Place & Resources Scrutiny Committee	18.30
Friday 25 July		

Monday 28 July		
Tuesday 29 July	Cabinet	18.30
Wednesday 30 July	People & Health Scrutiny Committee	10.00
Thursday 31 July	Corporate Parenting Board (informal)	17.00
Friday 1 August		

Monday 4 August	Audit & Governance Committee	18.30
Tuesday 5 August		
Wednesday 6 August		
Thursday 7 August		
Friday 8 August		

Monday 11 August		
Tuesday 12 August		
Wednesday 13 August		
Thursday 14 August		
Friday 15 August		

Monday 18 August		
Tuesday 19 August		
Wednesday 20 August		
Thursday 21 August		
Friday 22 August		

Monday 25 August	Bank Holiday	
Tuesday 26 August		
Wednesday 27 August		
Thursday 28 August		
Friday 29 August		

Monday 1 September	<i>Licensing Sub Committee</i>	10.00
Tuesday 2 September	Northern Area Planning Committee	10.00
Wednesday 3 September		
Thursday 4 September	Western & Southern Area Planning Committee	10.00
Friday 5 September		

Monday 8 September	Appeals Committee	10.00
Tuesday 9 September	Pension Fund Committee Cabinet	13:30 18.30
Wed 10 September	Eastern Area Planning Committee	10.00
Thurs 11 September	Police & Crime Panel Corporate Parenting Board (informal)	10.00 17.00
Friday 12 September		

Monday 15 September	Shareholder Committee for the Dorset Centre of Excellence People & Health Overview Committee	10.00 14.00
Tuesday 16 September		
Wed 17 September	Harbours Advisory Committee	10.00
Thursday 18 September	Place & Resources Scrutiny Committee	18.30
Friday 19 September		

Monday 22 September	People & Health Scrutiny Committee	10.00
Tuesday 23 September	Strategic Planning & Technical Committee	10.00
Weds 24 September	Health & Wellbeing Board	14.00
Thursday 25 September	Place & Resources Overview Committee	10.00
Friday 26 September		

Monday 29 September		
Tuesday 30 September	<i>Licensing Sub Committee</i>	10.00
Wednesday 1 October		
Thursday 2 October	Western & Southern Area Planning Committee	10.00
Friday 3 October		

Monday 6 October	Shareholder Committee for Care Dorset	14.00
Tuesday 7 October	Cabinet	18.30
Wednesday 8 October	Eastern Area Planning Committee	10.00
Thursday 9 October		
Friday 10 October		

Monday 13 October	Audit & Governance Committee	18.30
Tuesday 14 October	Northern Area Planning Committee	10.00
Wednesday 15 October	<i>Licensing Sub-Committee</i>	10.00
Thursday 16 October	Strategic & Technical Planning Committee	10.00
Friday 17 October		

Monday 20 October	Appeals Committee	10.00
Tuesday 21 October	General Licensing Committee Licensing and Gambling Acts Committee	10.00
Wednesday 22 October		
Thursday 23 October	Dorset Council	18.30
Friday 24 October		

Monday 27 October		
Tuesday 28 October		
Wednesday 29 October		
Thursday 30 October		
Friday 31 October		

Monday 3 November	People & Health Overview Committee	14.00
Tuesday 4 November		
Wednesday 5 November	Joint Archives Board	14.00
Thursday 6 November	Western & Southern Area Planning Committee	10.00
Friday 7 November	<i>Licensing Sub Committee</i>	<i>10.00</i>

Monday 10 November	Appeals Committee	10.00
Tuesday 11 November	Cabinet	18.30
Wednesday 12 Nov	Eastern Area Planning Committee	10.00
Thursday 13 November		
Friday 14 November		

Monday 17 November	Audit & Governance Committee	18.30
Tuesday 18 November	Northern Area Planning Committee	10.00
Wed 19 November	Health & Wellbeing Board	14.00
Thursday 20 November	Place & Resources Scrutiny Committee	18.30
Friday 21 November		

Monday 24 November	Place & Resources Overview Committee	10.00
Tuesday 25 November	Strategic Planning and & Technical Committee	13:30
Wednesday 26 November	People & Health Scrutiny Committee	10.00
Thursday 27 November	Corporate Parenting Board (formal)	15.00
Friday 28 November	<i>Licensing Sub Committee</i>	<i>10.00</i>

Monday 1 December	Shareholder Committee for the Dorset Centre of Excellence	10.00
Tuesday 2 December	Pension Fund Committee	13:30
Wednesday 3 December	Harbours Advisory Committee	10.00
Thursday 4 December	Dorset Council	18.30
Friday 5 December		

Monday 8 December	Shareholder Committee for Care Dorset	14.00
Tuesday 9 December	Cabinet	18.30
Wed 10 December	Police and Crime Panel	10.00
Thursday 11 December	Western & Southern Area Planning Committee	10.00
Friday 12 December		

Monday 15 December	<i>Licensing Sub Committee</i>	<i>10.00</i>
Tuesday 16 December	Northern Area Planning Committee	10.00
Weds 17 December	Eastern Area Planning Committee	10.00
Thursday 18 December		
Friday 19 December		

Monday 22 December		
Tuesday 23 December		
Weds 24 December		
Thurs 25 December	Christmas Day	
Friday 26 December	Boxing Day	

Monday 29 December		
Tuesday 30 December		
Weds 31 December	New Year's Holiday	
Thursday 1 Jan 2026		
Friday 2 January		

Monday 5 January		
Tuesday 6 January		
Weds 7 January		
Thursday 8 January		
Friday 9 January		

Monday 12 January	Audit & Governance Committee	18.30
Tuesday 13 January	<i>Licensing Sub Committee</i>	10.00
Wednesday 14 January	Eastern Area Planning Committee	10.00
Thursday 15 January		
Friday 16 January		

Monday 19 January	Appeals Committee	10.00
Tuesday 20 January	Northern Area Planning Committee	10.00
Wednesday 21 January		
Thursday 22 January	Place & Resources Scrutiny Committee	18.30
Friday 23 January	People & Health Scrutiny Committee	10.00

Monday 26 January	Strategic & Technical Planning Committee	10.00
Tuesday 27 January		
Wednesday 28 January	Dorchester Markets Informal Joint Panel	14.00
Thursday 29 January	Western & Southern Area Planning Committee	10.00 15.00
Friday 30 January	Corporate Parenting Board (informal)	

Monday 2 February	People & Health Overview Committee	14.00
Tuesday 3 February	Cabinet	18.30
Wednesday 4 February	Police & Crime Panel	10.00
	Joint Archives Board	14.00
Thursday 5 February	Place & Resources Overview Committee	10.00
Friday 6 February		

Monday 9 February	<i>Licensing Sub Committee</i>	10.00
Tuesday 10 February	Northern Area Planning Committee	10.00
Wednesday 11 February		
Thursday 12 February	Place & Resources Scrutiny Committee	18.30
Friday 13 February		

Monday 16 February		
Tuesday 17 February	Dorset Council	18.30
Wednesday 18 February	Eastern Area Planning Committee	10.00
Thursday 19 February	Police & Crime Panel (Reserve)	10.00
Friday 20 February		

Monday 23 February	Appeals Committee	10.00
Tuesday 24 February	Dorset Council (reserve)	18.30
Wednesday 25 February	Licensing and Gambling Acts Committee General Licensing Committee	10.00
Thursday 26 February	Western & Southern Area Planning Committee	10.00
Friday 27 February		

Monday 2 March	<i>Licensing Sub Committee</i>	<i>10.00</i>
Tuesday 3 March	Cabinet	18.30
Wednesday 4 March	Harbours Advisory Committee	10.00
Thursday 5 March	Place & Resources Scrutiny Committee	18.30
Friday 6 March		

Monday 9 March	Shareholder Committee for the Dorset Centre of Excellence	10.00
Tuesday 10 March	People & Health Scrutiny Committee	10.00
Wednesday 11 March	Eastern Area Planning Committee	10.00
Thursday 12 March	Corporate Parenting Board (informal)	17.00
Friday 13 March		

Monday 16 March		
Tuesday 17 March	Northern Area Planning Committee Pension Fund Committee	10.00 13.30
Wednesday 18 March	Health & Wellbeing Board	14.00
Thursday 19 March		
Friday 20 March		

Monday 23 March	Shareholder Committee for Care Dorset Audit & Governance Committee	14.00 18.30
Tuesday 24 March	Strategic & Technical Planning Committee	10.00
Wednesday 25 March		
Thursday 26 March	Place & Resources Overview Committee	10.00
Friday 27 March		

Monday 30 March	Appeals Committee	10.00
Tuesday 31 March		
Wednesday 1 April	People & Health Scrutiny Committee	10.00
Thursday 2 April	Western & Southern Area Planning Committee	10.00
Friday 3 April	Good Friday	

Monday 6 April	Easter Monday	
Tuesday 7 April		
Wednesday 8 April		
Thursday 9 April		
Friday 10 April		

Monday 13 April		
Tuesday 14 April	Northern Area Planning Committee	10.00
Wednesday 15 April	<i>Licensing Sub Committee</i>	10.00
Thursday 16 April	Dorset Council	18.30
Friday 17 April		

Monday 20 April	Appeals Committee	10.00
Tuesday 21 April	Cabinet	18.30
Wednesday 22 April	Eastern Area Planning Committee	10.00
Thursday 23 April		
Friday 24 April		

Monday 27 April	Audit & Governance Committee	18.30
Tuesday 28 April		
Wednesday 29 April	People & Health Overview Committee	14.00
Thursday 30 April	Place & Resources Scrutiny Committee	18.30
Friday 1 May		

Monday 4 May	Early May Bank Holiday	
Tuesday 5 May		
Wednesday 6 May	Strategic & Technical Planning Committee	10.00
Thursday 7 May	Western & Southern Area Planning Committee	10.00
Friday 8 May		

Monday 11 May	<i>Licensing Sub Committee</i>	10.00
Tuesday 12 May		
Wednesday 13 May		
Thursday 14 May	Dorset Council Annual Meeting	18.30
Friday 15 May		

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Full Council

11 February 2025

Pay Policy Statement 2025/26

For Recommendation to Council

Cabinet Member and Portfolio:

Cllr B Wilson, 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: natalie.adam@dorsetcouncil.gov.uk

Report Status: Public (the exemption paragraph is N/A)

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 2025/26.

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 2025/26 financial year.
- (ii) Approve the Pay Policy Statement for 2025/26.

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 2025/26.

2. Pay Policy Statement 2025/26

- 2.1 The Pay Policy Statement for 2025/26 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 which is due to end on 31 March 2025.

3. Requirements of the Localism Act

- 3.1 In preparing the Pay Policy Statement for the 2025/26 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 & 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 2025.
 - (c) In respect of the partnership arrangements, Appendix 1 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%. This partnership arrangement is due to cease on 31 March 2025 following the decision of BCP Council to bring the existing Pan-Dorset Public Health function to an end. Dorset Council will continue to provide a Public Health service from 1 April 2025 which will cover the Dorset Council area. The number of direct reports to the Director of Public Health will reduce accordingly from 1 April 2025.

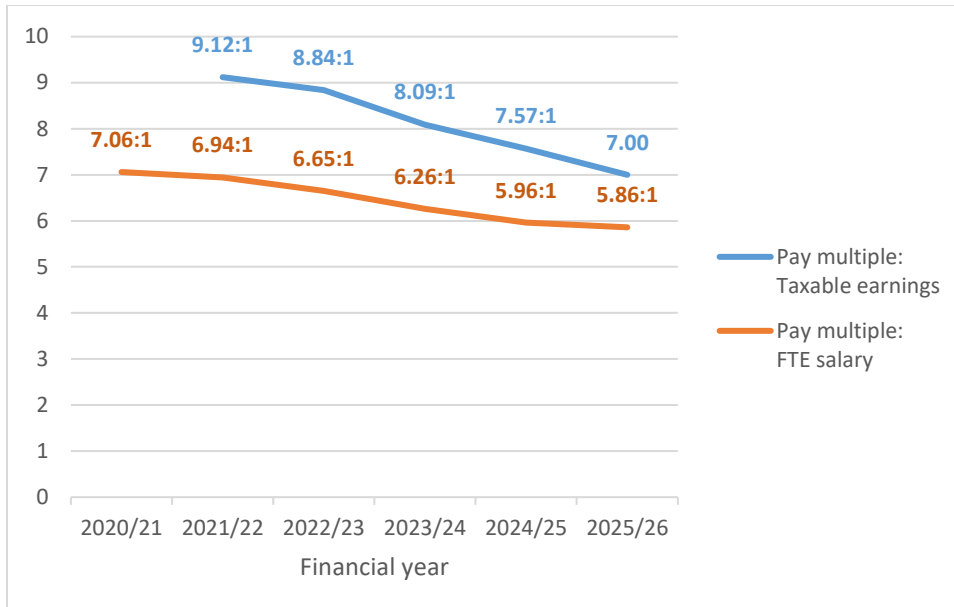
- (d) The council also engages via contracts for service through third party organisations, which have been assessed as IR35 compliant (and fall outside of the IR35 legislation).

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 earnings of the highest paid officer (the Chief Executive) and the median earnings of employees.
- (b) In calculating the pay multiple based on total taxable earnings for the 2023/24 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 7.00:1. This is slightly lower than the 2022/23 tax year which was 7.57:1.
- (c) In calculating the pay multiple based on FTE salaries (excluding allowances and enhancements) as at 1 January 2025, the ratio of the Chief Executive's salary to the median FTE salary of employees was 5.86:1. This is slightly lower than last year which was 5.96:1.
- (d) The 2024/25 pay award (an increase of £1,290 up to spinal column point (SCP) 43 and 2.5% increase from SCP 44 onwards) increased the lowest SCP by 5.77% compared with the increase for the highest earner of 2.5%. This 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 2025, 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 & Democratic (Monitoring Officer), the Executive Director for Corporate Development (Section 151 Officer) and the appropriate Cabinet Member.

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DORSET COUNCIL PAY POLICY STATEMENT 2025/26

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 4,874 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 is the head of paid service.
- 2.3 Corporate Services includes Finance & Commercial; Human Resources; ICT Operations; Legal & Democratic Services; Strategy, Performance & Sustainability; Transformation, Customer & Cultural Services.
- 2.4 People – Adults includes Housing; Adult Social Care; Adults Commissioning.
- 2.5 People – Children's includes Commissioning & Partnerships; Quality Assurance & Safeguarding Families; Education & Learning Services; Care & Protection.
- 2.6 Place includes Assets & Regeneration; Highways, Engineering & Transport; Planning; Waste Recycling & Resource Recovery; Weymouth Strategy.
- 2.7 Public Health provides Public Health services (and from 1 April 2025, will also provide Community & Public Protection services) within the Dorset Council area.

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 jointly funded partnership agreement for the Dorset public health service will cease on 31 March 2025, and the number of direct reports to the Director of Public Health will reduce accordingly from 1 April 2025. Currently, there are no other jointly funded partnership arrangements in place.

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 & 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 & 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 £23,656 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 & 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
- 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)

Appendix 1 Pay Policy Statement 2025/26

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.

Appendix 1
Pay Policy Statement 2025/26

- 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 2023/24 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 7.00:1. This is slightly lower than the previous year which was 7.57:1.
- 9.5 In calculating the pay multiple based on FTE salaries (excluding allowances and enhancements*) as at 1 January 2025 the ratio of the Chief Executive's salary to the median FTE salary of employees was 5.86:1. This is slightly lower than last year which was 5.96:1.
- 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
2025/26	7.00:1	5.86:1

* 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	£182,000 to £200,000* *The Chief Executive is paid a spot salary of £185,079, which is increased annually in line with nationally agreed pay awards. The spot salary was set within a pay range for the post agreed in 2018, which now equates to £182,000 to £200,000 per annum, once annual pay awards have been applied.	Chief Executive	1
Executive Directors and Director of Public Health	Chief Officer (JNC Terms and Conditions)	JNC for Chief Officers of Local Authorities	£137,465 to £154,394* *Post holders are appointed on a spot salary which periodically may be subject to change within the salary range. The spot salaries are increased annually in line with nationally agreed pay awards.	Executive Director	5 (includes Section 151 Officer, Director of Children's Services and Director of Adult Social Services)
Corporate Directors, Director of Legal & 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	£97,966 to £126,181* *Post holders are appointed on a spot salary which periodically may be subject to change within the salary range. The spot salaries are increased annually in line with nationally agreed pay awards.	Corporate Director	22 (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 £25.77 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 Cabinet Member and approved by the Cabinet Member 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 Cabinet Member 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 2024 was 2.5%.</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 2024 was 2.5%.</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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