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Date: Tuesday, 09 January 2024

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Dear Member

CABINET - TUESDAY, 9 JANUARY 2024

I am now able to enclose, for consideration at the Tuesday, 9 January 2024 meeting of the Cabinet, the following reports that were unavailable when the agenda was printed.

Agenda No	Item	Page
6.	Revenue and Capital Budget 2024/2025 Launch for Consultation	(Pages 2 - 183)

Yours sincerely

Lisa Antrobus
Clerk

Meeting: Cabinet

Date: 9 January 2024

Wards affected: All

Report Title: Revenue and Capital Budget 2024/2025 for Consultation

When does the decision need to be implemented? Immediately

Cabinet Member Contact Details: Alan Tyerman, Cabinet Member for Finance, Corporate Services and Housing - alan.tyerman@torbay.gov.uk

Director Contact Details: Malcolm Coe, Director of Finance - malcolm.coe@torbay.gov.uk

1. Purpose of Report

- 1.1 The Council has a statutory responsibility to set a budget each year. By setting and approving the net revenue budget for 2024/25 and the budget allocations proposed, the budget will be used to achieve a range of objectives across the Council.
- 1.2 This report outlines the papers that are to be included within the consultation on the Cabinet's draft budget proposals for the Revenue and Capital Budgets for 2024/2025.
- 1.3 Budget consultation is planned to commence on 9 January 2024 and last for 4 weeks until midnight on 7 February 2024

2. Reason for Proposal and its benefits

- 2.1 The Council has a statutory responsibility to set a revenue budget each year.

3. Recommendation(s) / Proposed Decision

1. That the budget proposals for 2024/25 are launched for consultation running until midnight on 7 February 2024 and that the Overview and Scrutiny Board be asked to provide feedback as part of that consultation.
2. That the Chief Finance Officer be given authority to amend these budget proposals for any technical adjustments necessary between services and within the overall envelope of funding in agreement with the Leader of the Council; and
3. That the Chief Finance Officer report to the meeting of the Cabinet on 13 February 2024 on the implications for 2024/2025 as a result of these proposals currently being considered and the consultation results, in light of the final settlement which is expected by early February 2024.

4. Engagement and Consultation

- 4.1 A four-week consultation period on the budget proposals will take place from 9 January 2024. All budget papers will be published on the Council website and an on-line survey will be available to gather resident views. The Council will also use social media to gain feedback on the proposals and a face-to-face resident engagement event will take place on Saturday 27 January 2024 – to be held in St Marychurch, on Fore Street, Torquay between 10am and 4pm.
- 4.2 The Council's Overview and Scrutiny Board will consider the draft proposals through its Priorities and Resources Review Panel with the Board meeting on 7 February 2024 to agree its response.
- 4.3 A report will be produced summarising the feedback from the consultation and this will be presented to Cabinet. The Cabinet will consider its response to the consultation report and present a set of budget papers to be considered at the meeting of the Council being held on 22 February 2024.
- 4.3 In accordance with the Council's Constitution, members will consider the Cabinet's recommended budget proposals at the meeting of the Council being held on 22 February 2024 and will be asked to either adopt the Cabinet's proposals or put forward notice of motion to amend the budget (in accordance with Standing Order A13.4).

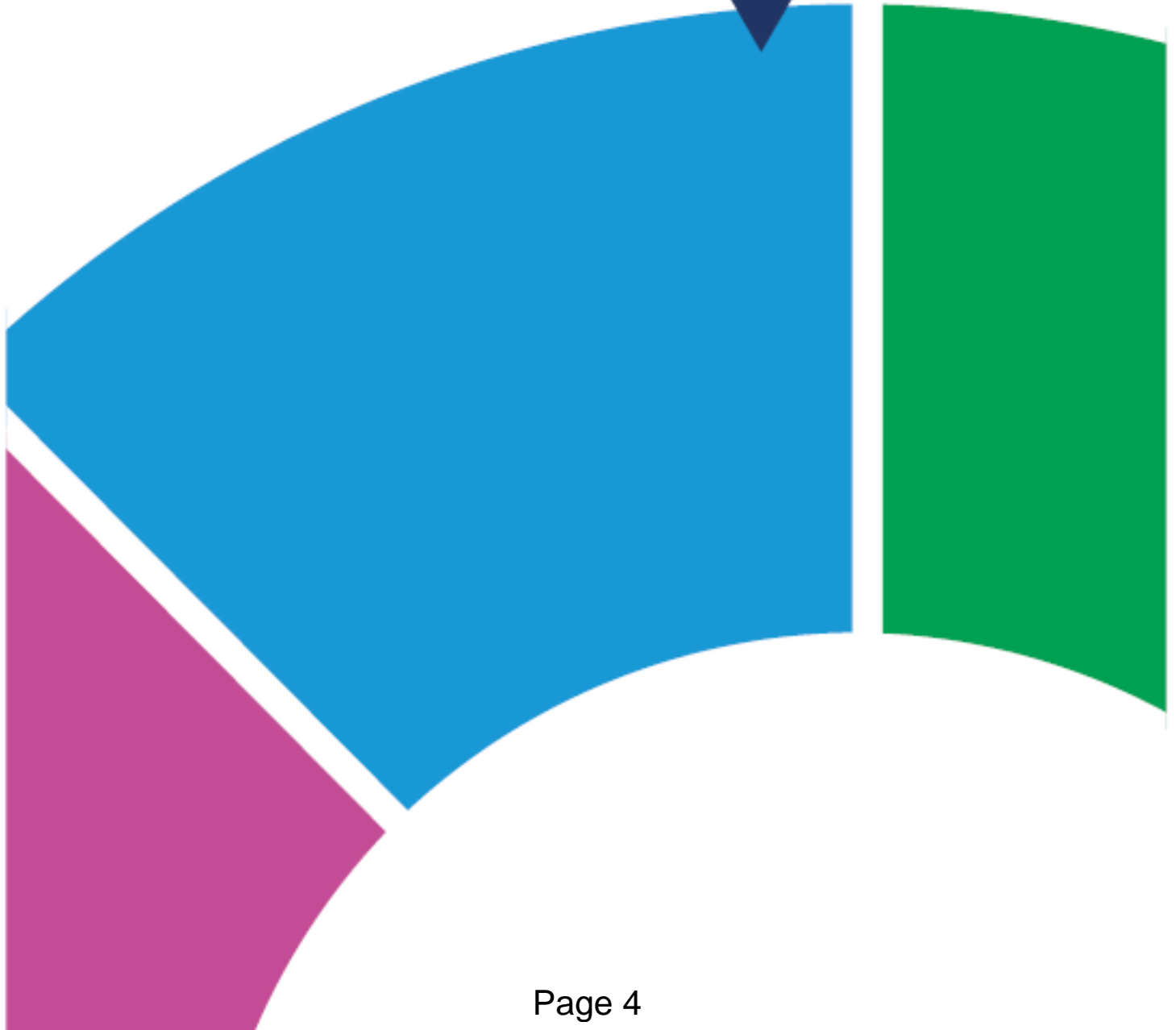
5. Equality Impacts - Identify the potential positive and negative impacts on specific groups

- 5.1 As a council, we are subject to the Public Sector Equality Duty which requires that we give 'due regard' to equality when taking decisions and delivering our services. Under the Equality Act we must also work to;
- eliminate unlawful discrimination, harassment and victimisation and other prohibited conduct;
 - advance equality of opportunity between people who share a protected characteristic and those who do not; and
 - promote good relations between people who share a protected characteristic and those who don't.
- 5.2 We use equality impact assessments (EIAs) to help us consider the impact that our decisions may have on those with protected characteristics and those communities experiencing increased vulnerability. To ensure that we are giving 'due regard' to equality as part of the budget setting process, we have completed a draft overarching budget EIA.

Budget Overview

January 2024

Budget 2024-2025



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Statement from the Leader of the Council and Cabinet Member for Finance

This is our first budget to be proposed since forming the Cabinet in May 2023. Our principles have always included strong financial management and our approach this year follows the same fundamentals – focusing on the ongoing revenue pressures, developing efficiency saving plans for the future, and providing clarity with our Capital Investment Plan, whilst ensuring we concentrate on the things that residents have told us matter to them. Our Children and Adult Social Care budgets continue to dominate our attention and this budget proposal provides, where necessary, increased resources to look after vulnerable residents and maintain our highly acclaimed services.

We know that a number of Councils, both locally and across the country are reporting that they have financial difficulties and are needing to cut services. Thankfully, because of prudent, and sometimes difficult, decisions and financial savings made over the last 12 years we are in a different situation and this enables us to take a longer-term strategic approach in proposing this budget – moving away from top-slicing and being able to look beyond a single financial year thereby setting the direction for the next three to four years. In taking that longer-term view, we are able to plan for known bumps in the road, however, our strong foundations of stable financial management will create the building blocks for us to move forward with better certainty and a clear understanding of our financial position.

At this stage of the budget setting, we are still in need of finding a further £300,000 of extra income or efficiency savings. These savings will be identified during the consultation period and delivered over the next financial year to create a balanced budget. These plans will be focussed on the high cost budgets including Children’s Services, adult social care and housing, ensuring we continue to provide a sustainable financial future; but also providing better outcomes for both our children and young people together with our vulnerable adults and those facing uncertain housing situations.

Since the local elections in May 2023, we have received further Government investment of more than £71 million, meaning we now have a total of £105 million from government to invest within Torbay. This will help us to deliver on the key regeneration projects for the Bay. The Council has recognised that we cannot do this on our own. We intend to use Government funding alongside our own Capital resources to work in a three-way partnership with our regeneration partner and local communities to deliver the aims of the Capital Plan with more confidence and certainty. These budget proposals not only focus on our town centres but allow us to deliver capital growth across the whole of Torbay (each of our towns will benefit) whilst trying to address some of the long-term problems within Torbay including increased emphasis on developing affordable housing solutions. Allocated monies will also allow us to progress much loved heritage projects, providing a new future for both the Pavilion and Oldway Mansion.

Whilst we are absolutely looking to create a sustainable financial future, we also want to make a difference for our residents and visitors. These budget proposals include investment in two new projects - Operation Brighter Bay and Operation Town Centres.

Operation Brighter Bay will see additional investment, married with efficiencies within SWISCo, to help make our Bay more attractive and safer – green areas will receive more attention with additional cuts to grass verges across not just our high-profile areas, but also town centres and our residential areas. This additional investment will also enable us to continue to replace more of our white lines and yellow box markings across the whole of the Bay. We understand it will be a four-year piece of work to restore them all, but this way of looking at the budget allows us to plan for the longer term.

Operation Town Centres will see a collaboration between our Police and additional Council staff on the streets in our Town Centres with the objective of providing more enforcement against those who engage in anti-social behaviour as well as providing greater assistance to individuals needing our help and support.

Events across Torbay are an integral part of what makes us the English Riviera and are highly valued by many residents. We will add a one-off amount of £1 million to the Events Reserve, to provide certainty of planning for the next four years with the aim of maintaining, enhancing, and developing a series of successful annual event programmes for both residents and visitors to enjoy.

We are aware of the financial pressures faced by many households across Torbay and are pleased to be introducing, from April, a new Council Tax Support Scheme which will be more easily understood and provide over £500,000 of increased discount to many of our residents most in need of financial support. These budget proposals also include an increase in Council Tax slightly beneath the maximum level permitted thereby providing some support to all residents in Torbay.

We believe that the proposals put forward in this document will put our residents at the heart of everything we do. We want to hear your thoughts and look forward to hearing from you during this consultation period.



Councillor David Thomas
Leader of Torbay Council



Councillor Alan Tyerman
Cabinet Member for Housing, Finance
and Corporate Services

Introduction

This document provides an overview of the Cabinet's proposals for the Revenue and Capital Budgets for 2024/2025.

Alongside this document a number of others will be published and will be available on the Council's website and are listed below:

- **Chief Finance Officer's Report**

This provides more details in relation to the future funding of Torbay Council in light of the draft Local Government Finance Settlement.

- **Proposed Fees and Charges**

The amount that the Council proposes to charge for its services over the next year.

- **Proposed Revenue Savings Plans** This sets out details of the plans that are proposed to produce a balanced budget for 2024/2025 and future years. We have included the high level environmental, economic and equality impacts of each proposal, which we want to test with you during the consultation period and (where appropriate) associated draft Equality Impact Assessments.

- **Draft Capital Investment Plan 2024/2025**

This explains the outcomes that we are seeking to achieve from our Capital Plan and which capital schemes the Council plans to fund over the coming year.

Other documents, which will be updated and published on the Council's website, will include the draft Council's Revenue Reserves Policy, the Capital Strategy, and the Treasury Management Strategy.

We will also publish a full copy of our Revenue Budget Digest for 2024/25 after the final budget has been set. This provides a description of what each Council service does and how much it is expected to spend next year and how much income they will receive.

The Cabinet's Proposed Budget

Context

This proposed budget has been prepared during a period of continued financial uncertainty. Although the high rates of inflation are reducing, our residents and our businesses continue to struggle from increased prices, which in turn impacts on the Council's income levels (as well as us continuing to pay more for the goods and services we buy).

Increase in demand for our services and increases in the costs of providing them continue to be the main risk to the Council's finances, despite inflation rates starting to reduce. The majority of additional funding available from the settlement in 2024/25 is being used to fund inflationary cost pressures on the Council – both those forecast and those relating to the current year.

In Adult Social Care, we have a long and proud history of integrated health and social care, which creates better outcomes for our residents. We are keen for these arrangements to continue and in March 2022 signed an extension to the integrated arrangements, with an increase in cost to recognise the demands and cost pressures in adult social care. The contract fee is increasing by a further £1.1m in 2024/25 in recognition of these pressures, but we know that a significant gap remains between the amount the Council pays for adult social care and what the Trust spends. We continue to work closely with the Trust to identify how savings can be made in both the short and long term.

Our continuous improvement journey within Children's Services remains crucial to the Council's medium term financial stability. Nationally there are significant shortages of placements for children who need them, meaning existing placements are costing more, and that children and young people are unable to step down from residential to family-based settings such as fostering placements. Stress on households from cost-of-living pressures increase the risk of families requiring support or intervention from the Council. Legislation on unregulated placements changed in September 2022 and has resulted in further budget pressure.

There continues to be considerable demand within the housing service for temporary accommodation. The cost-of-living is impacting significantly on clients, both financially and emotionally and the loss of private rented accommodation and breakdown in family relations is a significant cause of homelessness. Increasingly, families are approaching the service, and overall complexity is increasing.

The provisional Local Government Finance Settlement was issued in late December 2023. The Settlement was, in essence, a "rollover" settlement with an allocation to partially cover price inflation and the continuation of additional social care grants.

The Services Grant has continued for another year but is £1.1 million lower than last year, offsetting increases elsewhere. Three other ringfenced adult social care grants (Discharge Fund and two Market Sustainability and Improvement Funds) have been continued, with two at increased levels.

Strong grip on finance

Over the current financial year, we have taken a more strategic approach in considering the savings plans that underpin the proposed revenue budget. This will provide the basis for the 2025/26 and 2026/27 revenue budgets. We have focused on the key significant areas of budget spend and pressures where actions can make the biggest difference, in terms of both outcomes for our community and financial savings.

The relatively small current savings gap of £300,000 for 2024/25 allows us to take a different approach with each savings plan being assigned a range of potential annual savings rather than needing to ask each service to make plans to reduce their budget. We are confident that the savings will be achieved which will not only ensure we have a balanced budget in 2024/25 but will provide a sustainable budget position in the medium to long term.

Both the Cabinet and the Senior Leadership Team regularly review the financial performance of the Council and decisions are taken throughout the year to ensure services are delivered in the best way possible for our residents, whilst ensuring the organisation remains financially sustainable.

Delivering our Capital Programme

We have taken a similar approach with our Capital Programme to ensure that, as an organisation, we are clear about how we can reach the next step of each project within our Capital Investment Plan. The draft Capital Strategy sets out the approach that we have taken and that will be applied in the future.

A separate document (our Grant Pending List) shows all the grants that we are holding pending the approval of business cases. Only once business cases are approved will projects be moved onto our Capital Investment Plan.

This approach in no way amends our aspirations but instead provides greater governance and control, so that we can have confidence that projects within our Capital Investment Plan will be delivered.

Moving forward with our Regeneration Partner and local communities, we will consider and agree the business cases and options appraisals for key regeneration sites across Torbay. We will also continue to deliver capital schemes to improve our schools and protect our communities from flooding.

Investment and revenue savings plans

The proposed budget for 2024/25 includes investment in three key service areas, where pressures have been reported throughout 2023/24:

- Children's Services;
- Adult Social Care; and
- Temporary Accommodation.

As in previous years, we are proposing to allocate our Social Care Grant between children's social care and adult social care.

Children's Services continues to face significant financial pressures due to extreme external forces outside of the control of the Council. Overall numbers of cared for children are lower than previous years, but the shortage of suitable available placements is driving up costs within the market. The service is vulnerable to changes in demand, in particular residential care where a relatively small change in numbers could have a significant financial impact. Use of the Social Care Grant will enable us to invest a further £1.9 million in the Service to meet service demand and inflationary increases in pay and provider costs. This continued investment in Children's Services will provide a stable basis for the service to move towards recognition as Outstanding.

Whilst investment will be made to the Children's Services budget, there remains a continued focus on early help, prevention and the development of a sustainable Family Hub model. The associated revenue saving plan will seek to achieve reductions in cost over the coming years but, more importantly, will see more children and young people maintained within a family-based environment.

There will also be a thorough review of, and revision to, the current home to school transport provision as we promote independent travel for our children and young people. This will be undertaken on a carefully risk-assessed, staged process. By reviewing our transport arrangements for children and young people on an individual basis we can support them to become more independent when the time is right for them to safely travel around their local area.

Within Adult Social Care we will use the increase in the Social Care Grant to continue to support the provision of care through the Integrated Care Organisation with delivery by the Torbay and South Devon NHS Foundation Trust. £1.1 million will be used to fund the increase in the integrated contract fee for 2024/25. We will continue to work closely with Trust colleagues to ensure that social care grants such as the Discharge Grant and Market Sustainability and Improvement Funds are used effectively, developing plans in partnership to meet the needs of our communities.

We are proposing to invest an additional £0.9 million into housing budgets in 2024/25 to meet the ongoing spending pressures of temporary accommodation and preventing homelessness. This will also provide an increased budget for operating the homeless hostel, which is now under Council management.

As with Children's Services, the additional investment goes hand-in-hand with longer term revenue savings plans for both adult social care and homelessness.

Within adult social care we will focus on reablement, learning disability support and extra care provision so that we can maintain a high quality of service for our residents. We want to promote independence, supporting people to remain in their own homes.

We will have a focus on preventing and relieving homelessness through improving accommodation pathways and commissioning plans. Wherever practical and feasible, we will help to maintain people within stable, sustainable, self-funded housing through targeted intervention.

In addition to investing in these three key services, we are also proposing further investment in ensuring Torbay is an attractive and safe place for both residents and visitors with the launch of Operation Brighter Bay and Operation Town Centres.

Operation Brighter Bay aims to present our area in the best possible way. Over the next four years there will be substantial investment (£300,000 per year) to bring our towns up to the standard expected of an area which is proud to call itself the English Riviera. This investment will be in our high profile areas but also in our residential areas. This funding, working alongside efficiencies within SWISCo, will see (over the coming year) an increase in the number of times the grass is cut by:

- 25% increase for the grass verges and parks in residential areas;
- 50% increase for the grass verges in high profile areas; and
- 15% increase for the destination parks.

There will be investment to keep our kerbsides weed free. We will start a four-year programme of improving the road markings around Torbay, which will improve road safety, traffic flow and access to parking spaces. There will be additional cleaning of town centre areas so we can provide Brixham town centre with the same high standard of service we previously provided only for Paignton and Torquay. There will be a change in how we repair potholes so that more can be repaired within the funds that we have available.

As well as ensuring our area is clean, we also want to make our area safer and more welcoming. Operation Town Centres will see investment of £300,000 per year providing additional enforcement officers and support and welfare staff to tackle areas of anti-social behaviour and seek to address the root causes behind it.

We are proposing an allocation of £200,000 to introduce a Residents' Discount Scheme – the details of which are being worked up at the moment.

The repairs and maintenance budget for the Council's assets will be increased by £200,000 and £150,000 will be allocated so that the Council can fund and provide the management and operation of activities previously undertaken by Tor Vista Homes inhouse.

A further allocation to the Events Reserve is proposed that will provide much needed certainty, over the medium term, for event sponsors and providers whilst enabling the Council to explore a different blend of commercial opportunities alongside public sector financial support.

Revenue savings plans are proposed to:

- Ensure that we optimise the Council's asset base, with the potential to free up funding to facilitate Council borrowing for Torbay's regeneration programme and local capital investment; and
- Review of commercialisation within SWISCO and potential for increased income generation will be undertaken in 2024/25, which will aim to further increase the efficiency of the service.

Within Corporate Services, we are proposing to invest £500,000 to meet additional IT costs associated with meeting the Council's IT Strategy and £300,000 to meet the ongoing costs facing

our Legal Services Team. This latter proposal recognises the challenges of recruiting staff and avoiding more expensive agency fees.

Again, it is proposed that there is a revenue savings plan for Legal Services so that, in the longer term, costs can be reduced. This will start with a review of the current staffing resource within the Service as well as gaining a better understanding of where the demand for the service sits within the Council.

The trial of using live streaming for our meetings of the Council, Cabinet and Planning Committee continued this year with added support from our Engagement and Communications Team. We want our residents to be involved in the decisions we make, although the number of people viewing these meetings online remains relatively limited. We believe we can make efficiency savings through adapting existing Council meeting space to save on the external hire of locations as well as purchasing our own kit that will allow the continuation of live streaming. However, the quality of the livestreaming is unlikely to be of the same quality as it currently provided through the trial.

An additional treasury management surplus of circa £950k is forecasted in the 2024/25 financial year (with future years surpluses expected to be in line with the existing base revenue budget). It is proposed that this surplus is used to fund the first stage of the urgent repairs and maintenance to Oldway Mansion in line with decision made by the Cabinet at its meeting in December 2023.

We are proposing that in general, fees and charges across Council services, including car park charges, will only increase in line with estimated inflation for 2024/25, at a rate of 4%. However, there will be some exceptions, in particular planning fees where national rates will result in more significant increases.

Council Tax

In determining the funding settlement for local authorities, the Government has assumed that councils would increase council tax by a maximum of 2.99% with an additional 2% increase for the adult social care precept.

In recognition of the ongoing significant spending pressures facing adult social care and to support the integrated arrangement with the NHS, it is proposed that the 2% adult social care precept is charged in 2024/2025.

Each 1% increase in Council Tax generates £840,000 of income, which supports the services that we deliver and that our community value so much. This funding also forms part of our base budget in each subsequent financial year. Council Tax is the only means that the Council has to raise additional funding for place-based and housing services.

Having said that, we also recognise the cost-of-living pressures that our residents continue to face, therefore the Cabinet are proposing that the level of Council Tax is increased by a level below the Government cap. We propose an increase of 2.75% rather than the 2.99% cap.

This proposal will sit alongside changes already approved to the Council Tax Support Scheme, which will increase the maximum level of discount (for working age residents) from 70% to 75% of

the Council Tax liability. The changes will also introduce a less complex income banded scheme for residents who are of working age in Torbay.

These budget proposals will allow us to increase the support that is available to the communities who need it the most and will also allow us to continue to invest in services as outlined above.

Proposed Budget

The 2024/25 budget that is being proposed is set out in the table below.

2023/24 Net £m	Directorate/Service	2024/25 Net £m
51.4	Adult Services (Inc. Community & Customer Services)	54.7
50.2	Children's Services	53.0
10.4	Public Health	10.6
12.2	Corporate Services (inc. Chief Executive's Unit)	13.5
(11.9)	Finance	(13.6)
(4.1)	Investment Properties	(4.2)
22.7	Place Services	24.9
130.9	TOTAL	138.9
	Sources of Funding	
81.4	Council Tax	86.7
1.6	Council Tax – 2% Adult Social Care 2023/24	1.7
0.5	Collection Fund Surplus	0
7.7	Revenue Support Grant	8.2
39.7	Business Rates (National Non-Domestic Rates)	41.8
0	Other General Grants *	0.2
130.6	TOTAL	138.6

* The specific grants highlighted earlier such as the social care grant and the services grant do not form part of the Council's budget requirement and are therefore not included in this table.

Timetable

Consultation on the budget proposals, both for the public and partner organisations, will commence on 9 January 2024 until 7 February 2024 so as much feedback as possible can be gathered. The consultation questionnaire can be found at www.torbay.gov.uk/consultation.

The Council's Overview and Scrutiny Board will be holding its Priorities and Resources Review Panels during the consultation period when the Cabinet's proposals will be discussed in detail. These meetings will take place on 23 and 24 January 2024.

Having considered the feedback from the consultation (including from the Overview and Scrutiny Board), the Cabinet will agree its final budget proposals at its meeting on 13 February 2023. This meeting is open to the public.

The Council will meet on 22 February 2024 (open to the public at the Riviera International Conference Centre, Torquay) to agree the revenue and capital budgets and set the overall Council Tax for Torbay, having received notifications from the Fire and Rescue Authority, the Police Authority and Brixham Town Council about their Council Tax requirements.

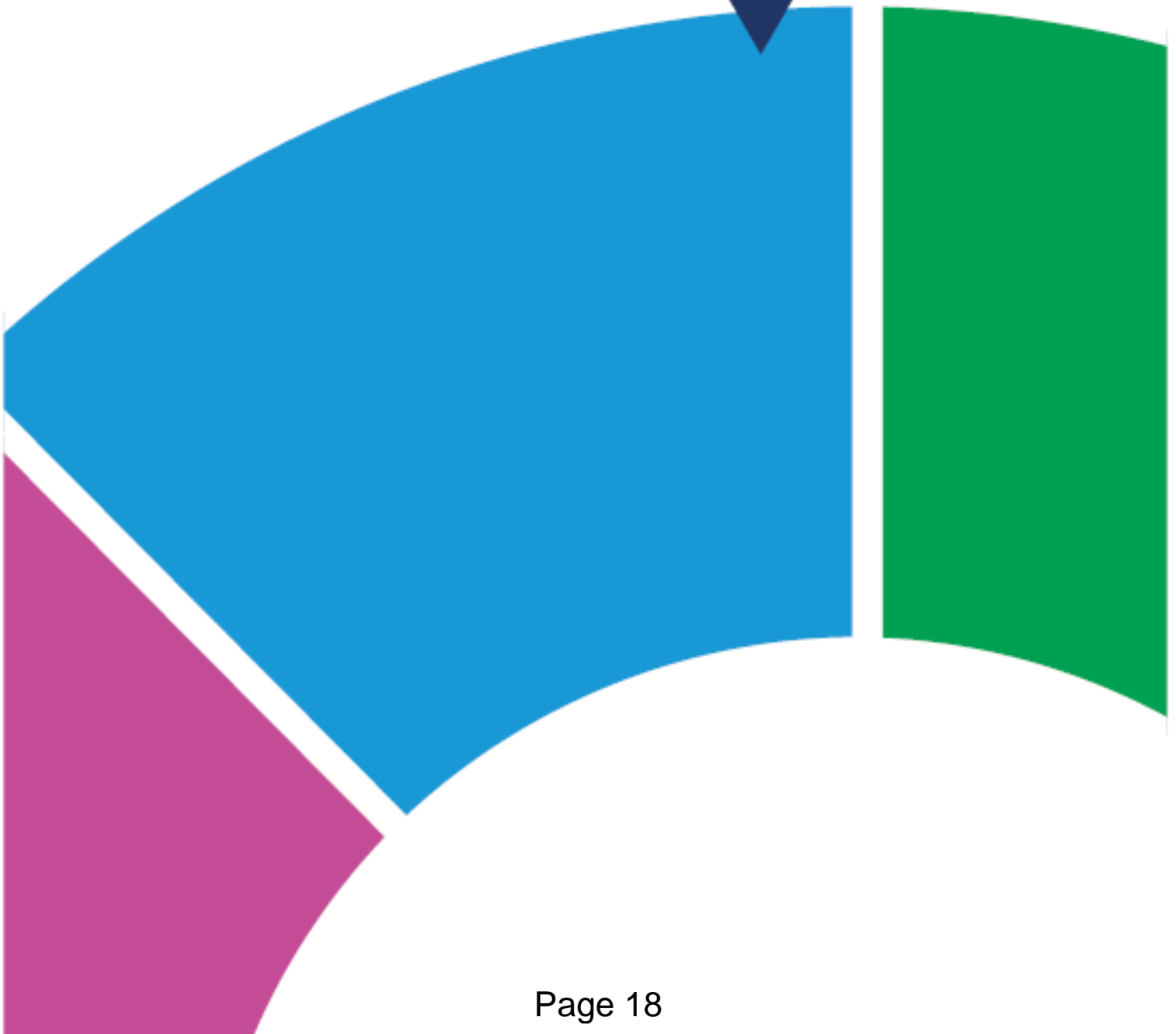
Details of the meetings when the budget proposals will be discussed are available on the Council's website: www.torbay.gov.uk/meetings-and-decisions

This document can be made available in other languages and formats.
For more information, please contact consultation@torbay.gov.uk

Chief Finance Officer's Report

9 January 2024

Budget 2024-2025



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Introduction

1. This report by the Council's Chief Finance Officer provides further information to support the Cabinet's draft budget for 2024/25.
2. This report provides an overview of key factors, including several "technical" finance issues, that have influenced the 2024/25 budget as well as considering the financial outlook for future years.

Budget Overview

3. Budget proposals are presented in the light of continued financial uncertainty following volatile economic conditions that has seen inflation reach a rate of 10.1% (CPI) in September 2022. Although inflation is reducing the increase in prices continues to have an impact on the cost of council services and the cost of living for our residents, with a consequential effect on the demand for council services and council income levels. CPI inflation at September 2023 had reduced to 6.1%, in November it had fallen to 4.2%, with forecasts showing further reductions to 3% in 2024 and below 2% in 2025.
4. The pressures are causing financial stress across the sector, with an increasing number of local authorities issuing Section 114 notices, arising from the inability to set balanced budgets. In addition, many other councils have publicly indicated that they might need to issue similar notices over the coming months. Whilst this is not a current concern for the Council, it is vital that prudent decisions continue to be made to protect the Council into the future; ensuring that income is optimised through appropriate rises in Council Tax and local fees and charges. Council reserves need to be retained and used strategically.
5. The impact on the Council's income, expenditure and funding is outlined in the Medium-Term Resource Plan and the 2024/25 budget proposals. Clearly the financial impact in future years can only be a forecast and officers will continue to update estimates and aim to mitigate as far as possible any financial impacts.
6. The inflationary pressure on services and providers was affected further by the pay award from April 2023. This was higher than budgeted resulting in an average impact of 6% on the 23/24 pay costs. Increases in the Living Wage of almost 10% have also been announced from April 2024, further increasing spending pressures in 2024-25, especially within social care services.
7. The Provisional 2024/25 Local Government Finance Settlement was announced on 18 December 2023 and again provided just a one year "roll over" settlement. Revenue Support Grant was increased in line with inflation, grant allocations for social care were increased and the one off "Services grant" allocation continues, albeit at a significantly reduced level. There continues to be considerable funding uncertainty from 2025/26 onwards with no further clarity on the delayed introduction

of a new funding formula and a revised National Non-Domestic Rates (NNDR) system”.

8. In the Autumn Statement 2022 Central Government announced the delay to the adult social care reforms (fair cost of care and income thresholds for cost of care) from October 2023 to October 2025. This delay in the reforms (and their cost) allowed both the Department of Levelling Up, Housing and Communities (DLUHC) and the Department for Health and Social Care (DHSC) to allocate more funds than expected for social care in 2023/24. 2024/25 sees a further increase in the Social Care Grant and increases to specific grants such as the Discharge Fund and the Market Sustainability and Improvement Fund.
9. It is proposed by the Cabinet that the Council increases its Council Tax requirement by an inflationary 2.75% (below the allowable capped rate of 2.99%). In addition, it is proposed to increase Council Tax specifically for Adult Social Care by a further 2% in 2024/25.
10. This report presents the Proposed Revenue Budget 2024/25. The 2024/25 Capital Strategy, incorporating the revised Capital Investment Programme and Treasury Management Strategy, will also be presented to Council in February 2024, to provide a complete overview of the Council’s financial position and medium-term outlook.
11. In support of the headline decisions, allocations and savings proposed in the budget, a detailed Budget Digest will be produced upon approval of a final budget on 22 February 2024. For reference, the 2023/24 Budget Digest can be accessed through the following link: www.torbay.gov.uk/media/18891/budget-digest.pdf
12. Members of the Overview and Scrutiny Board will examine the proposals in detail and stakeholders and residents will have the opportunity to make representations on the proposals through the consultation period, commencing on 9 January 2024. The Cabinet will review the responses received and the final budget proposals will be drawn up after consideration of the responses.
13. A summary of the proposed 2024/25 budget by service area is detailed in the table below:

2023/24 Net £m	Directorate/Service	2024/25 Net £m
51.4	Adult Services (Inc. Community & Customer Services)	54.7
50.2	Children’s Services	53.0
10.4	Public Health	10.6
12.2	Corporate Services and Chief Executive	13.5
(11.9)	Finance	(13.6)
(4.1)	Investment Properties	(4.2)

22.7	Place Services	24.9
130.9	TOTAL	138.9
	Sources of Funding	
81.4	Council Tax – based on an increase of 2.75%	86.7
1.6	Council Tax – 2% Adult Social Care 2024/25	1.7
0.5	Collection Fund Surplus	
7.7	Revenue Support Grant	8.2
39.7	Business Rates (National Non-Domestic Rates)	41.8
0	New Homes Bonus	0.2
130.9	TOTAL	138.6
	Budget gap to find through proposed revenue savings	0.3

Capital Investment Plan 2024/25

14. As required by the Council's Constitution, the draft Capital Investment Plan for 2024/25 has been published as part of the 2024/25 Capital Strategy. This investment plan has undergone a comprehensive review in 2023/24 with regards to affordability and deliverability.
15. The level of cost inflation on construction contracts has been significant - on some projects there has been a 100% increase in costs. This will inevitably require the original business case of all capital projects to be reassessed to ensure financial viability.
16. In March 2023, the Council approved a four-year Capital Investment Programme of circa £270m. The foundations of this programme were built up over many years which, having been thoroughly reviewed, have identified the following issues:
 - Some projects are represented in terms of funding available as opposed to the cost of actual delivery (which is often substantially more);
 - There are several high financial level allocations of funds for specific purposes, (such as housing delivery and economic development), without clarity as to what will actually be delivered and when;
 - Some projects have been in the programme for significant time without clarity regarding deliverability and/or outcomes;
 - There is an absence of clear Business Cases and/or Financial Cost Appraisals for some of the projects.
17. To address this, a new approach is proposed from 2024/25 onwards, which significantly improves how we set out the Council's approved Capital Investment Plan. It in no way amends the aspiration of the Plan, instead it breaks down the approach such that rather than the whole value of a project being included, it will detail the approved spend on the project to progress work, and development, of the project to the next relevant Gateway, at

which point there will be a requirement for further Council approval to progress, adapt, or cease the respective project. This approach will give Members much greater oversight as projects progress.

Local Government Finance Settlement 2024/25

18. The Chancellor announced a three-year Spending Review in October 2021 that set out the total allocations for Government Departments. For local government, the allocation passported to councils is determined through the Local Government Finance Settlement (LGFS). The Chancellor, in his Autumn Statement in 2023, committed to stay within these spending totals established in the Spending Review.
19. The 2024/25 provisional settlement is fundamentally a one year “roll over” from 2023/24. It assumes that Councils’ core funding of Council Tax will increase by 2.99% and for core funding there is a range of nil, (e.g. no inflation on Improved Better Care Fund), to 6.7% for inflation (e.g. on the Revenue Support Grant). The 2024/25 Public Health grant allocations have not yet been confirmed.
20. The referendum limit for Council Tax rises is maintained at 2.99%. In addition, the flexibility for councils to raise Council Tax by a further 2%, specifically for adult social care, also continues in 2024/25. These Council Tax increases are “assumed” as part of the increase in councils’ “core spending power” often quoted by DLUHC.
21. As part of the Settlement several smaller grants were “rolled into” others such as into the Revenue Support Grant and Social Care Grant. The Social Care Grant was retained and is increased by a further £2.7m. This additional funding will be used to support provider and other demand and inflationary costs in Children’s Services and Adult Social Care (ASC).
22. The ASC Market Sustainability and Improvement Fund, (MSIF), is continuing and initially appears to be increasing by £1.7m. However, this incorporates the MSIF Workforce Fund, which was £1.3m in 2023/2024, therefore reducing the net increase to £0.4m. This funding is ring fenced to adult social care. The Local Authority Discharge Fund also continues and is increased by £0.8m - also ring fenced to adult social care and passported to the final year of the Integrated Care Organisation, (ICO), contract with Health.
23. In 2022/23 a new “one off” Services Grant of £2.2m was announced. This grant reduced to £1.3m in 2023/24 and is reduced further to just £0.2m in 2024/25. This funding is being used nationally to fund increases to other settlement grants and equalisation of the adult social care precept.

Inflationary Pressures

24. The single biggest cost pressure in the proposed 2024/25 budget is the impact of inflation on the council’s costs. Despite inflation levels reducing from over 10% to the 6.7% level reported in the September 2023 CPI figure, the 2023/2024 budget has seen significant pay awards and price increases that continue to impact on future

budgets. An average inflation rate of 4% has been used in considering the 2024/25 budget and amounts have been identified to fund additional costs arising from pay awards and any significant price increases in contracts. Further work will be undertaken to ensure funding is targeted to services affected most by inflationary pressures, where such increases cannot be managed and offset within the service.

25. The higher Bank of England rates and economic conditions have also increased interest rates on both borrowing and investments. Rates have reduced slightly in recent months, but remain relatively high, increasing the cost of new borrowing and impacting the business case viability of new capital projects. For the Council, its historic borrowing is on fixed rates over a flat maturity profile so there aren't any pressures on existing debt. Conversely the council is now earning higher investment returns on its cash balances, but these cannot be relied upon in the future and a prudent approach has been taken to not increase the base Treasury Management income budget for 2024/25.

Dedicated Schools Grant

26. Torbay's 2024/25 Dedicated Schools Grant (DSG) allocations have increased across the three main blocks as follows:
 - Schools Block £1.291m (this will be allocated to schools via the school funding formula);
 - Early Years Block £4.066m;
 - High Needs Block £900k.

Although the additional funding for Torbay is clearly welcome, a deficit budget will still be required for 2024/25 as demand within High Needs continues.

27. The Council will, as usual, direct the entire grant received in respect of Dedicated Schools Funding through to those areas defined in the School Finance Regulations. The value of the Dedicated Schools Grant (DSG) before academy school recoupment is £143m. For 2024/25 it is estimated that approximately £54.5m will be retained in the Council's budget for expenditure related to maintained Schools and other residual functions including education for High Needs.
28. The DSG and the schools funding formula is moving towards a full introduction of a new national school funding formula. The Education, Skills and Funding Agency, (ESFA), expect this to be implemented by the 2027/28 financial year but are hoping to be able to implement sooner if possible.
29. The key financial pressure within the DSG is in the High Needs Block. The pressures on the High Needs Block arise from the level of demand and referrals from schools and other agencies for support to pupils with additional needs. In recognition of this pressure, Local Authorities, in consultation with Schools Forum, can agree a 0.5% virement of funding from Schools Block to help fund the increased demand

within the High Needs Block. The overspend on the DSG in 2023/24 is estimated to be £1.0m, resulting in a cumulative forecast deficit of £12.8m.

30. The Council is part of the Safety Valve programme with the Department for Education (DFE). In this arrangement the council and its partners have produced, and achieved thus far, a deficit recovery plan that leads to a balanced Higher Needs Block position by 2026/27. DFE have agreed to fund the cumulative deficit of, up to, £12.91m, as long as milestones are met during the process. To date we have received £6.193m from DfE towards the deficit.

Adult Social Care

31. In Adult Social Care, we have a long and successful history of integration which continues with Torbay and South Devon NHS Foundation Trust delivering, (statutory adult social care), services on our behalf. Integrated health and social care creates better outcomes for our residents and all partners are, therefore, keen for these arrangements to continue. In March 2022 we signed an extension to the integrated arrangements, with an increase in cost to recognise the demands and cost pressures in adult social care. The contract fee increases by £1.1m in 2024/25 in recognition of these pressures.
32. Additional funds raised by the 2024/25 (ASC) Council Tax precept of 2%, (approx. £1.5m), will be passported for adult social care including continuation of funding to voluntary sector partners providing essential support to core service areas.
33. Despite these increases, there remains a significant gap between the amount that the Council pays for adult social care and what the Trust spends on the integrated services. We will continue to work closely with Health colleagues as part of the contract negotiation, striving for a new, sustainable, medium-term deal from April 2025. We will need to identify how savings can be made in both the short and long term and will commence a fully sourced, and joined up, ASC transformation programme, (using earmarked reserves), focussing on elements such as reablement, learning disability support and extra care provision. The residual financial gap for a revised integrated care contract, from 2025/26 onwards, remains the highest risk within our Medium-Term Resource Plan.
34. These pressures, together with the ageing profile of our population, mean that we must optimise all of the adult social care funding we have available. The Social Care Grant has been increased by £2.7m for 2024/25 and we are proposing to continue allocating our Social Care Grant equally between adult social care and children's social care to meet cost and inflationary pressures in both services.
35. The Government intended to introduce major changes to Adult Social Care funding nationally, but these continue to be delayed and will, hopefully, be addressed in the next Spending Review.

36. The following two grants, specific to adult social care are continuing into 2024/25 and we will continue to work closely with Trust colleagues to ensure they are used effectively, developing plans in partnership to meet the needs of our communities.
- An allocation of £3.625m for the ASC Market Sustainability and Improvement Fund (MSIF);
 - An allocation of £2m for in relation to the Discharge Fund – an increase of £0.8m on the 2023/2024 allocation. The Integrated Care Board will also receive a similar amount as the national allocation was split 50/50 between health and local government.

Housing and Temporary Accommodation

37. The level of homelessness and the need for temporary accommodation was particularly impacted by COVID and continues to be impacted by the pressures on the cost of living. Current levels of demand and costs are still far greater than pre-covid levels. Since 2020, there has been a 64% increase in people presenting to the local authority as homeless and a 66% increase in those being provided with temporary accommodation. Increasingly, families are approaching the service, and overall complexity is increasing.
38. Throughout 2023/24 there has been a focus on directly purchasing and leasing property to reduce the costs associated with spot purchasing of temporary accommodation whilst increasing the stability of accommodation options available to the Housing team. At the time of writing, 27 properties have been purchased by Torbay Council, with 21 currently occupied by families. This is helping to stabilise costs and allow more work to be done to prevent homelessness and support households to find more permanent housing.
39. The Council's insourcing of the Homeless Hostel contract to improve throughput and availability of cost neutral accommodation for single people is also having a positive impact through reducing wider expenditure and placements.
40. Despite all of the positive progress being made by the Council, the level of increased demand, and costs incurred, far outweigh the associated funding provided by Government. Although the base budget was increased in 2023/24, monitoring within year has identified further significant overspending. Therefore, the draft 2024/25 revenue budget includes an additional £900k to meet the increased costs of temporary accommodation, operational costs for the Hostel and to provide support for the prevention of homelessness.
41. To further manage budget pressures that emerge in year, the service will continue their strategic work to improve accommodation pathways and commissioning plans. This will include reviewing homelessness preventative work, arrangements around Housing Management subsidy and opportunities to lever in further grant funding from Homes England.

Children's Services

42. Our continuous improvement journey within Children's Services remains crucial to the Council's medium term financial stability. As a result of the significant improvements in this service – now rated Good by Ofsted, along with additional investment, the service is far more financially stable than in previous years.
43. However, the service is vulnerable to changes in demand, in particular residential care where a relatively small change in numbers could have a significant financial impact. We have seen price increases since 21/22 of over 30% in residential and unregulated/unregistered placements. Nationally, there are significant shortages of placements for children who need them, meaning existing placements are costing more, and that children and young people are unable to step down from residential to family-based settings such as fostering placements. In addition to this, the cost-of-living pressures continue to put increased stress on households across Torbay, which threaten the stability of current living arrangements and increase the risk of families requiring support or intervention from the Council.
44. The legislation on unregulated placements changed in September 2022 and has resulted in further budget pressure. This is exacerbated by the demand arising from the cases allocated to Torbay through the National and Regional allocation of Unaccompanied Asylum Seeking Children (UASC), where costs of placement and support exceed the levels of Home Office funding.
45. Despite proactive action, budget monitoring in 2023/24 is predicting an overall overspend for Children's Services in the region of £1.4m. In 2024/25, continued use of the Social Care Grant will enable us to invest a further £1.9 million in the Service to meet service demand and inflationary increases in pay and provider costs.
46. We remain committed to family-based solutions within Children's Services and focus on early help and prevention across the whole cohort of children. This work and development of a sustainable family hub model is helping to reduce the number of children who become cared for, which is key to managing high-cost placements and associated immediate and long-term costs. The focus on high-cost children's social care placements will also review the targeted support in relation to learning disability placements and associated joint work with Health. We are also trying to locate alternative, less expensive, accommodation for our Care Experienced Young People who were UASC, to reduce spend whilst improving quality.
47. Following the successful recruitment and retention within the service, total agency costs in 2023/24 are forecast to be more than £2m less than in 2021/2022 and work will continue to control these costs further wherever possible.
48. Further work is also planned in 2024/25 to comprehensively review the Home to School Transport provision, with the service forecasting an increasing overspend throughout 2023/24. Alongside reducing costs, this review will focus on improving the independence of our young people.

Corporate Services

49. We are currently forecasting an overspend of over £0.5m in 2023/24 in respect of Legal Support Services. This is a result of the difficulties the service has faced in recruiting permanent staff to meet levels of demand. This has meant the service has had to use more expensive agency staff to continue delivering legal support across the Council.
50. The recruitment of legal professionals in the public sector is a national issue and the Council has struggled to compete with the salaries paid by other organisations – both within the private and public sector. A further £300k is being added to the Service budget in 2024/25 to help address this pressure.
51. Legal Services is looking to applying further additional market factors in the hope this will make a difference to their ability to recruit and reduce their requirements of agency workers. A thorough review of the demand for legal services and options appraisal for best sourcing for demand will be undertaken in 2024/25.
52. As an organisation, there is an ongoing drive to work as efficiently as possible. We continue to optimise Microsoft 365 across the Council and rationalise systems where possible. However, further investment is now needed as part of implementing our IT strategy to upgrade our infrastructure and systems to meet the existing, and future, needs of the organisation. We are proposing to add £500k to the base budget in 2024/25 to meet these forecasted costs.

Finance Budgets

53. Throughout the 2023/24 financial year, as detailed in budget monitoring reports to Council, we have been achieving a surplus from financial returns on cash balances held. This has mainly been due to the exceptionally high interest rates alongside the holding of reserves and grant funding in advance of drawdown of associated spend. However, as at January 2024, interest rates have started to fall with predictions of further significant reductions in rates over the next 18 months. In addition, our holding of cash balances will significantly reduce, particularly around pump priming Adult Social Care transformation work, (in advance of a new contract with Health from April 2025), and planned capital investment.
54. Due to forward investment transactions made in 2023/24, we are forecasting a further surplus of circa £950k in the 2024/25 financial year. However, it is anticipated that, from 2025/26, the annual income achievable from Treasury Management will be much more in line with the existing base revenue budget.
55. In December 2023, Full Council approved the masterplan outlining the future for Oldway Mansion with a corresponding recommendation to identify funding of circa £1m to proceed with the first stage of urgent repairs and maintenance work on the asset. As the proposed spend on Oldway does not reflect any 'enhancement' to the value of the asset, it is highly probable that the funding will need to be sourced

through revenue, (as opposed to capital). Therefore, the £950k forecasted Treasury Management surplus will be utilised to fund the required works on Oldway over the next three years whilst a funding strategy is developed for the required wider restoration works. It is anticipated that the first £200k of this funding will be drawn down within the 2024/25 financial year.

56. Due to the volatility in rates, and anticipated reduction in cash held, the base Treasury Management income budget has not been increased for 2024/25, ensuring a prudent approach of not relying on one-year monies to balance on-going spend commitments within the budget. To provide an element of stability, in November 2023, we took the opportunity to utilise some of our cash balances to repay, and reprofile, our long-term debt portfolio.
57. In 2024/25 we will look at further Treasury Management opportunities to improve the stability of our investment portfolio. We currently have an over-reliance on relatively short term, (12 months), fixed term investments which, whilst lucrative in times of high interest rates, leaves us exposed to fluctuations in rates over the coming years. We will therefore explore the opportunity for further 'pooled fund' investments alongside our current £5m holding in the CCLA Property Fund.
58. The income we receive from our leased estate continues to remain strong, as does the income from investment properties, which helps to contribute circa. £4m to the annual revenue budget. To ensure this continues, and the financial benefits are optimised from the Council's estate, there will be a strategic review of the Council's asset base. This will form a clear strategy and criteria for holding / investing / or disposing of high value assets over the coming years. Such a strategic review will be essential alongside the Council giving consideration to any future borrowing requirement in support of our regeneration and Capital Investment Plan. Government now requires Local Authorities to review their holding of Commercial Assets in advance of approving any further funding from the Public Works Loan Board, (PWLb).
59. It is proposed that fees and charges across Council services will generally increase in line with estimated inflation for 2024/25, by 4%. This will include car park charges, where an average increase in income of 4% will offset increased prices and cost pressures within the service. There will be some exceptions, in particular planning fees where national rates will result in more significant increases. The proposed Fees and Charges schedule for 2024/25 are detailed in **Appendix 1**.

Place based Services

60. Several services within the Pride of Place Directorate had a challenging year financially in 2023/24 and have struggled to meet income targets, many of which have been increased significantly in recent years. Events income has been particularly affected with shortfall forecast for both the Airshow and Torre Abbey. Although Council contributions for the Airshow have been confirmed, and actions taken to reduce the overspend on Torre Abbey, (e.g. the café), pressures are still

likely to arise in 2024/25. Rather than adjust base budgets, it is proposed to use reserves to offset these pressures in 2024/25, whilst further work is undertaken to ascertain a more sustainable medium to long term solution.

61. Planning fee income has been well below budgeted levels in 2023/24, resulting in a forecast year end overspend. Further work is required in 2024/25 to manage this pressure and the Service will continue to work closely with key stakeholders to determine planning pipelines. There will be active encouragement of the submission of pre-applications, new planning applications and the use of Planning Performance Agreements, to maximise income in the Service. New increased national Planning Application Fees were introduced in October 2023, which should help re-address the achievability of this income budget.
62. Our recycling rates are increasing, resulting in a positive financial impact on the amount we pay to dispose of residual black bin waste. However, the garden waste scheme introduced last year has not yet reached expected targets, although it is now at almost 9,000 subscribers. More work will be undertaken to further increase uptake.
63. It is proposed that £300k additional base budget is provided, through the SWISCo contract, in 2024/25 to improve the overall look and feel of the streets and general environment around Torbay, benefiting both residents and visitors. This funding will be used to ensure the streets are kept cleaner across the Bay.
64. It is also proposed to spend an additional £300k on enhanced capacity in respect of enforcement activity to respond to anti-social behaviour and environmental crime, alongside an enhanced anti-social behaviour and vulnerable people partnership response.
65. An allocation of £200k is also proposed to fund the introduction of a Residents' Discount Scheme – the details of which are being worked up at the moment.
66. The base budget held to maintain the significant portfolio of Council owned assets has been short compared to need for several years now. To ensure that the quality of the estate at least maintains its current status, it is proposed that an additional £200k per annum, (across each of the next three financial years), is added for repairs and maintenance of assets, recognising to some extent the information contained in recent condition surveys.

Wholly Owned Companies

67. The budget proposals include a base inflationary increase in the SWISCo contract for 2024/25 of £500k. This is separate to the additional investment to improve service levels. A review of commercialisation and potential for increased income generation will be undertaken in 2024/25 which will aim to further increase the efficiency of the service.
68. Torbay Council made the decision in September 2023 to dissolve Torbay Economic Development Company (TEDC), in order to organise Torbay's resources in a more

efficient and effective way, focussing limited staff resource on the Bay's key strategic priorities. This change does not reduce the focus on economic growth, rather they are principally driven by the need for delivery for the residents and communities of Torbay, renewing our focus on the opportunities for regeneration.

69. Torbay Council made a further decision in December 2023 that TorVista Homes (TVH) will be dissolved with effect from 1 April 2024, (or immediately following transfer of all social housing units, if this is beyond this date). The Council approved an annual revenue budget of £150k for 2024/25 for the Council to fund and provide in house, the management and operation of activities previously undertaken by TVH.
70. The 2024/25 base budget will incorporate the activities previously provided by TEDC and TVH within the Council's overall base budget with most service activity, and associated budget changes, occurring within the Pride of Place Directorate. Any one-off costs relating to managing the transition of these wholly owned companies will be funded through reserves and reported back to Council through quarterly budget monitoring reports.

Estimation of Council Tax Surplus/Deficit

71. The Council makes an estimate of the surplus or deficit on the Collection Fund at year end from under or overachieving the estimated Council Tax collection rate. COVID-19 has had a significant ongoing impact on the collection of Council Tax with collection rates in 2023/24 remaining marginally lower than pre COVID levels.
72. As the Council sets a collection rate within its tax base equivalent to the amount collected in the 12 months of the financial year, any surplus primarily represents the collection of sums due in respect of previous years. This indicates a level of success in collecting old year debts and raises the overall, longer term, collection rate above the "in year" rate. The Council has assumed a 96% in-year collection rate however a value equivalent to 1% will continue to be held in contingency for potential losses in 2024/25.
73. The ongoing economic impact on Torbay residents linked to "cost of living" pressures including fuel and utility costs could result in more Torbay residents facing financial hardship which the Council will continue to be mindful of. In December 2023, Full Council approved a revised Council Tax Support Scheme for 2024/25 which has raised the cap on the level of support provided from 70% to 75% and significantly simplified the scheme using a banded application approach. The revised scheme equates to £530k of additional financial support being provided to the most vulnerable residents across Torbay with a further £20k added to the Council's exceptional hardship budget for anyone facing challenges as a result of the change to the banded scheme. These amounts have been incorporated in the 2024/25 draft revenue budget.
74. As a local precepting authority, as defined in the Local Government Finance Act 2012, Brixham Town Council will not be required to fund any Council Tax deficit, nor will they be entitled to a share of any surplus on the Collection Fund.

National Non-Domestic Rates (NNDR)

75. The Council's NNDR income comprises of three parts:
- a 49% share of NNDR income;
 - a "s31" grant to reflect the loss of NNDR income to the council from central government changes to the NNDR (e.g. Small Business Rate Relief); and
 - a Top Up grant that reflects the difference in the Council's assessed "need" for funding compared to its actual ability to raise NNDR income (as set in 2013).
76. The Council had a NNDR funding baseline established in 2013. Each year as part of the funding settlement DLUHC assumes a level of growth in business rates for councils which may be more or less than the actual NNDR income received by a council.
77. Since the introduction of the Business Rates Retention Scheme in April 2013, the Council is required to declare a surplus or deficit for NNDR in a similar way as set out above for Council Tax. The forecasting of NNDR involves a wide range of complex variables and influences such as forecasted business rate appeals and anticipated reliefs and is an area which remains complicated for medium term financial planning.
78. The Council, along with other Devon Councils, will continue with a NNDR pool for 2024/25 with an estimated gain to Torbay of £1.0m. The future of 'pools' and the resulting financial gains are not certain under any new National NNDR system when introduced (anticipated to be 2026).
79. Due to the significant uncertainty around the impact of the current economic conditions of business' ability to trade and therefore pay NNDR, the council will continue to budget for a contingency for non-collection.

Council Tax and Referendum Limits

80. To control the level by which local authorities can increase Council Tax, the Government has set limits at which point a referendum would be required. This continues to be at 3% or over for 2024/25. The Cabinet's budget proposal is for a 2.75% increase, which is below the Government cap. In addition, DLUHC provide upper tier Councils the flexibility to increase Council Tax by a further 2% for Adult Social care and the 2024/25 budget proposals include an additional 2% for this specific purpose.
81. The Council Tax bill sent out to residents is made up of three main component parts, namely:
- Torbay Council (including Brixham Town Council);
 - Devon and Cornwall Police Authority; and
 - Devon and Somerset Fire and Rescue Authority.

Once these have been declared by the respective bodies they will be included in the final Council Tax setting report which will be presented to the Council in February 2024.

82. The Secretary of State considers all three component parts as separate entities, not the overall Council Tax bill, and, if any one of the three organisations were to be subsequently 'capped', the Council would have to re-bill.
83. In 2023/24, Torbay had the second lowest Band D Council Tax in Devon at £2,132.74 including the Fire and Police precepts (but excluding Parish and Town Council precepts). The differential between Torbay and the other Councils increases further when Town and parish precepts are added.

Pay and Pensions

84. The 2023/24 pay award for staff (fixed increase of £1,925) has been agreed which provides certainty for the current year. The 2024/25 budget assumes a 4% pay award from April 2024.
85. In 2022 there was the triennial valuation of the Devon County Pension Fund to ensure that employer contribution rates are set for the following three financial years to meet the long-term employee pension benefits requirements. This, from 2023/24, for three years, resulted in an increase in Torbay's "primary" rate to 18.4% (from 16.7%). A further review of the Council's employer contribution rates will need to be undertaken in 2024/25 to reflect the staff returning from TEDC and TVH back into Torbay Council direct employment.
86. In addition to the cost of living increases the Council is finding it increasingly hard to attract and retain suitably experienced staff due in part to increased competition for staff (especially across specialist areas such as legal services and Children Social Care). As a result, the Council is increasingly needing to pay market supplements to both recruit and retain staff and try to avoid further cost increases from using agency staff. The use of such supplements is carefully controlled and are kept under regular review.

Reserve Levels

87. The Council's General Fund Reserve of £5.7m, as at the end of 2023/24, is at a level that represents just over 4% of the Council's net budget. The Council has previously been supportive of increasing this balance to a level that represents at least 5% of the Council's net revenue budget which is consistent with CIPFA advice. This again would be the Chief Finance Officer's recommendation for 2024/25. This can be achieved through reviewing and rationalising current reserves held. Based on a budget of £139m for 24/25 the target General Fund Reserve level would be at least £7.0m. As the revenue budget increases, year on year, we would need the General Fund Reserve to increase proportionately to £7.6m by the 2026/27 financial year in order to maintain the 5% level.

88. The Finance Director (Chief Finance Officer) has undertaken a thorough review of all Council Reserves held and subsequently updated the Revenue Reserves Policy which is detailed as **Appendix 2**.
89. As outlined in the Policy, Reserves will not be used to meet the costs of any on-going service provision or spend commitments and, as such, the 2024/25 budget proposals do not include any use of any earmarked reserves to fund “base budget” costs.

CIPFA Financial Resilience Index

90. To provide more information and transparency on the Councils’ financial position, CIPFA issued a “Financial Resilience Index” as a comparative analytical tool.
91. The Index shows the Council's position on a range of measures associated with financial risk assessment, based on 2021/22 data, (which is the most recent national data available). The tool shows a higher risk assessment for Torbay Council in relation to the following areas:
- Adults and Children’s’ social care where the Council’s level of spend on these services is high in relation to its net revenue expenditure;
 - overall level of interest payable compared with its net revenue expenditure and the level of gross external debt and
 - the proportion of fees and charges against the total service expenditure is lower than its Council comparator group.

Medium Term Resource Plan

92. The Medium-Term Resource Plan was updated at the end of April 2022 to include the impact of COVID-19 and the delays in the implementation of the new funding formula and revised NNDR retention system. The three-year 2021 Spending Review announced in October 2021 was followed up by one-year Local Government Financial Settlements for both 2022/23, 2023/24 and now 2024/25 which makes it difficult to financially plan over the longer term with uncertainty over future funding levels.
93. DLUHC’s aim of implementing a new funding formula and a revised business rates retention system, (both last updated in 2013), has been delayed and are now stated to occur “in the new parliament.” DLUHC are also expecting that the introduction of the ‘Extended Producer Responsibility’ legislation will result in a significant new income stream for councils, however this has been deferred from the planned 24/25 implementation date.
94. Despite such uncertainty, the Council has forward projected anticipated income levels and spend commitments over the next three financial years as detailed in the table below:

Torbay Council Medium Term Resource Plan	Base 2023/24 £m	Est. Variance 2024/25 £m	Est. Variance 2025/26 £m	Est. Variance 2026/27 £m
FUNDING				
Sources of Finance	-130.9	-7.7	-5.7	-5.9
Other grant funding (Public Health, Services Grant and Social Care)	-26.0	-1.7	-0.1	-0.2
Total funding		-9.4	-5.8	-6.1
PRESSURES				
Pay		1.9	1.4	1.4
Inflation		3.1	2.3	2.3
Provider/Contractor uplifts		0.0	5.0	2.0
Demand in Adult Social Care		0.8	1.5	1.6
Demand in Chidrens Social Care		1.1	0.3	0.3
Demand in Housing and Temporary Accomodation		0.8	0.4	0.2
Other pressures		1.4	0.5	0.4
Growth and investment priorities		0.8	0.0	0.0
Total estimated spending pressures		9.9	11.4	8.2
Income from fees and charges		-0.2	-0.2	-0.2
Budget gap - to be found from savings		0.3	5.4	1.9

95. As can be seen in the figures, a relatively modest amount of savings will have to be delivered in order to set a balanced budget for 2024/25, however, the Council needs to take action now in order to provide greater assurance, and sustainability, in budgets for 2025/26 and beyond.
96. A more strategic approach has been taken in setting savings plans that underpin the 2024/25 revenue budget and provide the basis for the 25/26 and 26/27 revenue budgets. These plans focus upon key significant areas of budget spend and pressures where relevant action can make the biggest difference, both in terms of outcomes and financial savings. Rather than a definitive savings target, each action has been assigned a range of potential annual savings, which will be refined further as progress is made over time.
97. Revenue savings plans are detailed in **Appendix 3** with **Appendix 4** providing the Equality Impact Assessments linked to the proposed actions. In certain cases, such as the Adult Social Care transformation programme, optimum full year savings will not be achieved for a number of months and hence the overall strategic savings plan will need to be kept under constant scrutiny and review to ensure that actions are progressed and required savings are being delivered.
98. The Medium-Term Resource Plan will be updated periodically throughout 2024/25.

Torbay Council Fees & Charges

This document outlines the fees & charges applied by Torbay Council in exchange for goods or services provided by the Council. Fees & charges are categorised to assist decision making.

Category	Description	Suggested basis for change
National	Fee set nationally in statute, by a regulator or similar. The Council is not able to vary these fees or charges.	As per national changes
Cost Recovery	Fee set based on recovery of the full cost to deliver the goods or service. The Council must ensure full cost recovery in the provision of this service.	<p>Where full cost recovery is in place, the increase should reflect any changes to the cost of delivering the service.</p> <p>An increase of at least 4% is recommended to cover the estimated pay and price increases. This approach ensures fees & charges are rising in line with the costs associated with support/delivery.</p> <p>Where full cost recovery is not in place, prices are recommended to rise to ensure full cost recovery to prevent inadvertent tax payer subsidy.</p>
Traded	This is a service which is also offered in a commercial environment and the price should reflect market factors such as supply, demand and competition.	Increase by estimated level of inflation in April 2024. Currently assumed to be 4% and matches assumptions in our MTFP.
Subsidised	Fee set below cost to deliver in order to incentivise a particular activity. This category of fee or charge is therefore subsidised by the taxpayer	Increase by at least 4% to cover the average impact of the pay award. This ensures fees & charges are rising in line with the staff costs associated with support/delivery.
Levy	Fee or retrospective charge as a result of activity which the Council is able to levy an additional charge. These fees/charges are typically higher to act as a general disincentive or penalty to prevent non-compliance or failure to meet an agreed course of activity	Increase by estimated level of inflation in April 2024. Currently assumed to be 4% and matches assumptions in our MTFP.

Building Control Fees and Charges

<http://www.torbay.gov.uk/planning-and-building/building-control/bc-fees/>

Standard application charges for new dwellings and those created by conversion (Houses, flats and maisonettes not exceeding 300m ² in area and 3 storeys in height) VAT Rate SR	£ Current 2023/24	£ Proposed 2024/25	Category
1 dwelling	1020.00	1070.00	Traded
2 dwellings	1,280.00	1,335.00	Traded
3 dwellings	1,440.00	1,500.00	Traded
4 dwellings	1,600.00	1,665.00	Traded
5 dwellings	1,750.00	1,820.00	Traded
6 dwellings	1,900.00	1,976.00	Traded

For developments in excess of 6 units, please contact the Building Control Division for details

Standard charges for small domestic buildings, extensions, rooms in the roof VAT Rate SR	£ Current 2023/24 Full Plans Charge	£ Current 2023/24 Building Notice Charge	£ Proposed 2024/25 Full Plans Charge	£ Proposed 2024/25 Building Notice Charge	Category
Extension not exceeding 10m ²	500.00	565.00	550.00	630.00	Traded
Exceeding 10m ² but not over 40m ²	760.00	820.00	820.00	890.00	Traded
Exceeding 40m ² but not over 100m ²	860.00	940.00	920.00	1,020.00	Traded
Any non-exempt Garage/Carport	420.00	470.00	450.00	510.00	Traded
Loft Conversion	650.00	750.00	700.00	820.00	Traded
Conversion of domestic garage to habitable accommodation	380.00	430.00	430.00	500.00	Traded

(Areas are total floor areas of all storeys measured internally)

Where the total or the aggregation of the floor area of one or more extensions exceeds 40m², please contact the Building Control

Standard charges for the Renovation of Thermal elements, Window replacement and Electrical/Controlled Installations for small domestic buildings	£ Current 2023/24 Full Plans Charge	£ Current 2023/24 Building Notice Charge	£ Proposed 2024/25 Full Plans Charge	£ Proposed 2024/25 Building Notice Charge	Category
VAT Rate SR					
Renovation of a thermal element to a single dwelling, (replacement roof covering, render, internal plaster or insulation)	200.00	200.00	250.00	250.00	Traded
Controllable electrical work to a domestic dwelling, (not competent persons)	175.00	175.00	180.00	180.00	Traded
Electrical work comprising of re- wiring a whole house (not competent persons)	240.00	240.00	270.00	270.00	Traded
Replacement of windows/doors (not competent persons) 1-4	150.00	150.00	155.00	155.00	Traded
Replacement of windows/doors (not competent persons) 5+	220.00	220.00	230.00	230.00	Traded
Installation of microgeneration systems or the installation of solid fuel, gas or oil fired appliances	150.00	150.00	200.00	200.00	Traded

Standard charges for all other building work (including renovation of thermal elements to Non Domestic Buildings)	£ Current 2023/24 Full Plans Charge	£ Current 2023/24 Building Notice Charge	£ Proposed 2024/25 Full Plans Charge	£ Proposed 2024/25 Building Notice Charge	Category
VAT Rate SR					
Under £2,000	210.00	240.00	240.00	300.00	Traded
£2,001 – £5,000	330.00	370.00	380.00	440.00	Traded
£5,001 – £10,0000	420.00	500.00	470.00	560.00	Traded
£10,001 – £25,000	650.00	650.00	700.00	700.00	Traded
£25,001 – £50,000	790.00	790.00	840.00	840.00	Traded

For developments in excess of £50,000 please contact the Building Control Division for details

Regularisation Fees Domestic Extensions and Alterations	£ Current 2023/24
VAT Rate OS	
Extension not exceeding 10m sq	695.00
Exceeding 10m sq but not over 40m sq	990.00
Exceeding 40m sq and over	1,230.00
Any garage/carport	590.00
Conversion of domestic garage to habitable accommodation	550.00
Loft conversion	1,120.00
Renovation of a thermal element to a single dwelling, (replacement roof covering, render, internal plaster or insulation)	290.00
Installation of microgeneration systems or the installation of solid fuel, gas or oil fired appliances	220.00
Controllable electrical work to a domestic dwelling	250.00
Electrical work comprising of re- wiring a whole house	310.00
Replacement of windows 1-4	220.00
Replacement of windows 5+	300.00
Regularisation Fees The Building or Conversion of New Dwellings	£ Current 2023/24
VAT Rate OS	
1 dwelling	1,150.00
2 dwellings	1,490.00
3 dwellings	1,750.00
4 dwellings	1,920.00

£ Proposed 2024/25	Category
835.00	Levy
1,188.00	Levy
1,476.00	Levy
710.00	Levy
710.00	Levy
1,344.00	Levy
340.00	Levy
290.00	Levy
260.00	Levy
340.00	Levy
230.00	Levy
312.00	Levy
£ Proposed 2024/25	Category
1,280.00	Levy
1,600.00	Levy
1,820.00	Levy
1,996.80	Levy

Regularisation Fees Calculation of Charges for all Other Building Work: Estimated Cost of Work VAT Rate OS	£ Current 2023/24
Under £2,000	310.00
£2,001 – £5,000	520.00
£5,001 – £10,0000	774.00
£10,001 – £25,000	950.00
£25,001 – £50,000	1,150.00

£ Proposed 2024/25
400.00
541.00
805.00
990.00
1,200.00

Category
Levy
Levy
Levy
Levy
Levy

For works with an estimated value over £50,000 please contact

Parking - Off Street

Off Street Parking Places – Zone 1 (charges apply 7am to midnight)

VAT Rate SR

Brixham

Car Park	Up to 30 minutes	Up to 1 hour	Up to 2 hours	Up to 3 hours	Overnight ²
Brixham Central Car Park ¹	£0.90	£1.60	£2.80	£4.00	£4.90

¹ – Maximum stay of 3 hours permitted during the period 7am to 6pm every day.

² - Overnight is available 6pm to midnight

Paignton

Car Park	Up to 1 hour	Up to 2 hours	Up to 3 hours	Up to 4 hours	Up to 17 hours	Overnight ³
Churchward Road Car Park	£1.60	£2.80	£4.00	£5.10	£9.40	n/a
Crown & Anchor Car Park	£1.60	£2.80	£4.00	£5.10	£9.40	n/a
Great Western Car Park ¹	£1.60	£2.80	£4.00	n/a	n/a	£4.90
Preston Gardens Car Park	£1.60	£2.80	£4.00	£5.10	£9.40	n/a
Station Lane Car Park ²	£1.60	£2.80	£4.00	£5.10	£9.40	n/a
Victoria Car Park	£1.60	£2.80	£4.00	£5.10	£9.40	n/a

¹ – Maximum stay of 3 hours permitted during the period 7am to 6pm every day.

² – Long stay car park also has a section of parking bays that allow a maximum stay of 60 minutes.

³ - Overnight is available 6pm to midnight

Torquay

Car Park	Up to 1 hour	Up to 2 hours	Up to 3 hours	Up to 4 hours	Up to 17 hours	Overnight ⁵
Brunswick Square Car Park	£1.60	£2.80	£4.00	£5.10	£9.40	n/a
Chilcote Close Car Park	£1.60	£2.80	£4.00	£5.10	£9.40	n/a
Lower Union Lane Multi Storey Car Park ³	£1.60	£2.80	£4.00	£5.10	£9.40	n/a
Lower Union Lane Shoppers Car Park ⁴	£1.60	n/a	n/a	n/a	n/a	£4.90
Lymington Road Coach Station Car Park	£1.60	£2.80	£4.00	£5.10	£9.40	n/a
Melville Street Car Park	£1.60	£2.80	£4.00	£5.10	£9.40	n/a
St Marychurch Car Park	£1.60	£2.80	£4.00	£5.10	£9.40	n/a
Town Hall Car Park	£1.60	£2.80	£4.00	£5.10	£9.40	n/a
Union Square Car Park	£1.60	£2.80	£4.00	£5.10	£9.40	n/a

³ – Pay on exit car park.

⁴ – Maximum stay of 1 hour permitted during the period 7am to 6pm every day.

⁵ - Overnight is available 6pm to midnight

Off Street Parking Places – Zone 2 (charges apply 7am to midnight)

VAT Rate SR

Brixham

Car Park	Up to 1 hour	Up to 2 hours	Up to 3 hours	Up to 4 hours	Up to 17 hours
Freshwater Car Park	£1.70	£2.90	£4.10	£5.30	£10.10
Oxen Cove Car Park	£1.70	£2.90	£4.10	£5.30	£10.10

Paignton

Car Park	Up to 1 hour	Up to 2 hours	Up to 3 hours	Up to 4 hours	Up to 17 hours
Clennon Valley Car Park	£1.70	£2.90	£4.10	£5.30	£10.10
Roundham Car Park ¹	£1.70	£2.90	£4.10	£5.30	£10.10

¹ – Winter parking charges apply during the period 1st November to 20th March (dates inclusive), these charges are listed at end of this Schedule.

09/12/12

Torquay

Car Park	Up to 1 hour	Up to 2 hours	Up to 3 hours	Up to 4 hours	Up to 17 hours
Hampton Avenue Car Park	£1.70	£2.90	£4.10	£5.30	£10.10
Harbour Car Park	£1.70	£2.90	£4.10	£5.30	£10.10
Meadfoot Road Car Park	£1.70	£2.90	£4.10	£5.30	£10.10
Princes Street Car Park	£1.70	£2.90	£4.10	£5.30	£10.10
Shedden Hill Car Park	£1.70	£2.90	£4.10	£5.30	£10.10
Torre Valley Car Park ¹	£1.70	£2.90	£4.10	£5.30	£10.10
Walls Hill Car Park	£1.70	£2.90	£4.10	£5.30	£10.10

¹ – Winter parking charges apply during the period 1st November to 20th March (dates inclusive), these charges are listed at end of this Schedule.

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Winter Tariff (only available during the period 1st November to 20th March – dates inclusive) – the above charges apply outside of this period

Car Park	Up to 1 hour	Up to 2 hours	Up to 4 hours	Up to 17 hours
Roundham Car Park	£1.00	£1.40	£2.30	£3.40
Torre Valley Car Park	£1.00	£1.40	£2.30	£3.40

Off Street Parking Places – Zone 3 (charges apply 7am to midnight)

VAT Rate SR

Brixham

Car Park	Up to 1 hour	Up to 2 hours	Up to 3 hours	Up to 4 hours	Up to 17 hours
Breakwater Car Park ¹	£1.80	£3.10	£4.50	£5.60	£10.70

¹ – Winter parking charges apply during the period 1st November to 20th March (dates inclusive), these charges are listed at end of this Schedule.

Paignton

Car Park	Up to 1 hour	Up to 2 hours	Up to 3 hours	Up to 4 hours	Up to 17 hours	Overnight ³
Broadsands Car Park ¹	£1.80	£3.10	£4.50	£5.60	£10.70	n/a
Cliff Park Road Car Park ¹	£1.80	£3.10	£4.50	£5.60	£10.70	n/a
Colin Road Car Park	n/a	£3.10	£4.50	£5.60	£10.70	n/a
Goodrington ²	n/a	£3.10	£4.50	n/a	n/a	£5.00
Quaywest Car Park	n/a	£3.10	£4.50	£5.60	£10.70	n/a
Youngs Park Car Park	n/a	£3.10	£4.50	£5.60	£10.70	n/a

¹ – Winter parking charges apply during the period 1st November to 20th March (dates inclusive), these charges are listed at end of Schedule 7.

² – Maximum stay of 3 hours permitted during the period 7am to 6pm every day.

³ - Overnight is available 6pm to midnight

Torquay

Car Park	Up to 1 hour	Up to 2 hours	Up to 3 hours	Up to 4 hours	Up to 17 hours
Abbey Park Car Park	n/a	£3.10	£4.50	£5.60	£10.70
Beacon Quay Car Park	n/a	£3.10	£4.50	£5.60	£10.70
Kilmorie Car Park ¹	£1.80	£3.10	£4.50	£5.60	£10.70
Meadfoot Beach Car Park ¹	£1.80	£3.10	£4.50	£5.60	£10.70

¹ – Winter parking charges apply during the period 1st November to 20th March (dates inclusive), these charges are listed at end of this Schedule.

Winter Tariff (only available during the period 1st November to 20th March – dates inclusive) – the above charges apply outside of this period

Car Park	Up to 1 hour	Up to 2 hours	Up to 4 hours	Up to 17 hours
Breakwater	£1.00	£1.40	£2.30	£3.40
Broadsands	£1.00	£1.40	£2.30	£3.40
Cliff Park Road	£1.00	£1.40	£2.30	£3.40
Kilmorie	£1.00	£1.40	£2.30	£3.40
Meadfoot Beach	£1.00	£1.40	£2.30	£3.40

Off Street Parking Places – Commercial Vehicle Locations (Charges apply 7am to midnight)

VAT Rate SR

Brixham

Car Park	Up to 1 hour	Up to 4 hours	Up to 17 hours
Freshwater Car Park	£5.90	£11.90	£18.20

Paignton

Car Park	Up to 1 hour	Up to 4 hours	Up to 17 hours
Clennon Valley Car Park	£5.90	£11.90	£18.20
Victoria Car Park	£5.90	£11.90	£18.20

Torquay

Car Park	Up to 1 hour	Up to 4 hours	Up to 17 hours
Hampton Avenue Car Park	£5.90	£11.90	£18.20
Lymington Road Coach Station Car Park	£5.90	£11.90	£18.20
Shedden Hill Car Park	£5.90	£11.90	£18.20

Promotional Parking Charges

VAT Rate SR

Parking period up to:

Parking Promotion 1 – up to 6 hours

Parking Promotion 1 – up to 12 hours

Charge

50p

£1.00

PS90217

Car Parking - Pay and Display Charges

Agreed charges for 2024/25

On Street Parking Places – Zone 1

VAT Rate OS

Paignton

Street	Charging Hours	Up to 4 hours	All day
Sands Road	8am to 6pm, daily	£1.90	£3.00
Stearfield Road	8am to 6pm, daily	£1.90	£3.00

Torquay

Street	Charging Hours	Up to 4 hours	All day
Lymington Road (commuter spaces)	9am to 5pm, Mon-Sat	£1.90	£3.00
Magdalene Road	9am to 5pm, Mon-Sat	£1.90	£3.00
Newton Road	8am to 6pm, daily	£1.90	£3.00

On Street Parking Places – Zone 2

VAT Rate OS

Paignton

Street	Charging Hours	Up to 30 minutes	Up to 1 hour	Up to 1.5 hours	Up to 2 hours	Up to 3 hours	Up to 4 hours	Up to 5 hours	Up to 6 hours	All day
Adelphi Road	8am to 6pm, daily	£1.20	£1.80	£2.80	£3.40	£4.50	£5.70	£6.70	£7.80	£11.20
Dendy Road	8am to 6pm, daily	£1.20	£1.80	£2.80	£3.40	£4.50	£5.70	£6.70	£7.80	£11.20
Hyde Road	8am to 6pm, daily	£1.20	£1.80	£2.80	£3.40	£4.50	£5.70	£6.70	£7.80	£11.20
Palace Avenue	9am to 6pm, Mon-Sat	£1.20	£1.80	£2.80	£3.40	£4.50	£5.70	£6.70	£7.80	£11.20
Queens Road	8am to 6pm, daily	£1.20	£1.80	£2.80	£3.40	£4.50	£5.70	£6.70	£7.80	£11.20
Torbay Road	9am to 6pm, daily (one section is 10am to 6pm daily)	£1.20	£1.80	£2.80	£3.40	£4.50	£5.70	£6.70	£7.80	£11.20
Truquay Road	8am to 6pm, daily	£1.20	£1.80	£2.80	£3.40	£4.50	£5.70	£6.70	£7.80	£11.20

Torquay

Street	Charging Hours	Up to 30 minutes	Up to 1 hour	Up to 1.5 hours	Up to 2 hours	Up to 3 hours	Up to 4 hours	Up to 5 hours	Up to 6 hours	All day
Abbey Road	9am to 5pm, daily	£1.20	£1.80	£2.80	£3.40	£4.50	£5.70	£6.70	£7.80	£11.20
Babbacombe Road	8am to 6pm, Mon-Sat (one section is 8am to 6pm, daily)	£1.20	£1.80	£2.80	£3.40	£4.50	£5.70	£6.70	£7.80	£11.20
Briary Lane	8am to 6pm, daily	£1.20	£1.80	£2.80	£3.40	£4.50	£5.70	£6.70	£7.80	£11.20
Castle Road	8am to 6pm, Mon-Sat	£1.20	£1.80	£2.80	£3.40	£4.50	£5.70	£6.70	£7.80	£11.20
Lymington Road	8am to 6pm, Mon-Sat	£1.20	£1.80	£2.80	£3.40	£4.50	£5.70	£6.70	£7.80	£11.20
Market Street	8am to 6pm, daily	£1.20	£1.80	£2.80	£3.40	£4.50	£5.70	£6.70	£7.80	£11.20
Parkhill Road	8am to 6pm, daily	£1.20	£1.80	£2.80	£3.40	£4.50	£5.70	£6.70	£7.80	£11.20
Pemlico	8am to 6pm, daily	£1.20	£1.80	£2.80	£3.40	£4.50	£5.70	£6.70	£7.80	£11.20
The Terrace	8am to 6pm, daily	£1.20	£1.80	£2.80	£3.40	£4.50	£5.70	£6.70	£7.80	£11.20
Torwood Gardens Road	8am to 6pm, daily	£1.20	£1.80	£2.80	£3.40	£4.50	£5.70	£6.70	£7.80	£11.20
Torwood Street	8am to 6pm, daily	£1.20	£1.80	£2.80	£3.40	£4.50	£5.70	£6.70	£7.80	£11.20
Union Street	8am to 6pm, Mon-Sat	£1.20	£1.80	£2.80	£3.40	£4.50	£5.70	£6.70	£7.80	£11.20

On Street Parking Places – Zone 3

VAT Rate OS

Paignton

Street	Charging Hours	Up to 30 minutes	Up to 1 hour	Up to 1.5 hours	Up to 2 hours	Up to 3 hours	Up to 4 hours	Up to 5 hours	Up to 6 hours	24 hours
Eastern Esplanade	24 hours a day, daily	£1.30	£2.00	£2.90	£3.60	£4.80	£5.90	£7.00	£8.10	£11.60
Marine Drive	24 hours a day, daily	£1.30	£2.00	£2.90	£3.60	£4.80	£5.90	£7.00	£8.10	£11.60

Torquay

Street	Charging Hours	Up to 30 minutes	Up to 1 hour	Up to 1.5 hours	Up to 2 hours	Up to 3 hours	Up to 4 hours	Up to 5 hours	Up to 6 hours	24 hours
Torbay Road	24 hours a day, daily	£1.30	£2.00	£2.90	£3.60	£4.80	£5.90	£7.00	£8.10	£11.60

On Street Parking Permits

VAT Rate OS

Permit Type	Current Charge	Proposed Charges	Category
Annual On Street Permit (up front)*	£670.00	£700.00	Traded
Monthly On Street Permit	£99.00	£105.00	Traded
Monthly Commuter On Street Permit	£60.00	£63.00	Traded
Healthcare and Emergency Badge	£15.00	£15.00	Cost recovery
Controlled Parking Zone	£30.00	£30.00	Cost recovery

* Note – Cost of Annual Permit increases to £748.00 if paid for using Direct Debit option

Parking Permits and Commercial Parking - Fees and Charges

Types of Parking Permits – Off-Street VAT Rate SR		Current Charges 2023/24	Proposed Charges 2024/25	Category
Permit Type	Coverage			
Annual (up front)	Covers use in all Torbay Council car parks	£440.00	£455.00	Traded
Monthly	Covers use in all Torbay Council car parks except the Harbour and Lower Union Lane	£72.00	£75.00	Traded
8 days	Covers use in all Torbay Council Car Parks except The Harbour and Lower Union Lane	£50.00	£52.00	Traded
4 days		£28.00	£29.00	Traded
Off Peak	Valid 3.00 p.m. to 10.00 a.m. and covers use in all Torbay Council car parks except pay-on-exit (i.e. The Harbour and Lower Union Lane).	£72.00	£75.00	Traded
Disabled Persons Parking Permit	All Pay & Display Car Parks	£45.00	£46.50	Cost recovery
Administration fee to change vehicle registration details on car park permits	All car park permits	£25.00	£25.00	Cost recovery

Note – Cost of Annual Permit increases to £501.50 if paid for using Direct Debit option

Reserved Bays		Charges 2023/24	Charges 2024/25	Category
Beacon Quay	3 spaces	£660.00	£680.00	Traded
Breakwater	2 spaces	£660.00	£680.00	Traded
Chilcote Close	10 spaces	£660.00	£680.00	Traded
Freshwater	24 spaces	£660.00	£680.00	Traded
Harbour Car Park	Not specified	£660.00	£680.00	Traded
Harbour Car Park - Museum Road	Not specified	£660.00	£680.00	Traded
Lymington Road Coach Station	Innovation centre tenants only (28 spaces) Not for general public sale	N/A	N/A	Traded
St Dominics Close	4 spaces	£660.00	£680.00	Traded
St Victoria	40 spaces	£660.00	£680.00	Traded
Shedden Hill Car Park	Torquay Lawn Tennis Club only (10 spaces)	N/A	N/A	Traded
Southern Quay	Residential	£715.00	£740.00	Traded
Southern Quay	Business	£1,500.00	£1,545.00	Traded
Reserved Bays	Notification of change of business	£50.00	£50.00	Cost recovery

Commercial Parking (includes coaches) Car Parks VAT Rate SR	£ Current Charges 2023/24	£ Proposed Charges 2024/25	Category
Time Period - All year round			
Up to 1 hour	£5.70	£5.90	Traded
Up to 4 hours	£11.50	£11.90	Traded
Up to 24 hours	£17.60	£18.20	Traded
Weekly	£71.00	£74.00	Traded

Community Safety Fees & Charges

Food, Health & Safety and Public Safety Discretionary Fees

Body alteration registrations http://www.torbay.gov.uk/business/licensing/skin-piercing/	£ Current 2023/24	£ Proposed 2024/25	Category
VAT Rate OS			
Tattooing, Electrolysis and Body Piercing (excluding cartridge systems) – Premises	185.00	290.00	Cost Recovery
Tattooing, Electrolysis and Body Piercing (excluding cartridge systems) – Practitioner	90.00	167.00	Cost Recovery
Practitioner registration at reduced rate per person when completing a joint application (Premises and Practitioner)	N/A	100.00	Cost Recovery
Tattooing, Electrolysis and Body Piercing : Amendment to registration	52.00	55.00	Cost Recovery
Ear piercing using an approved cartridge system – Premises	100.00	155.00	Cost Recovery
Ear piercing using an approved cartridge system – Practitioner	75.00	139.00	Cost Recovery
Ear Piercing using an approved cartridge system - Practitioner registration at reduced rate per person when completing a joint application (Premises and Practitioner)	N/A	84.00	Cost Recovery
Ear piercing: Amendment to registration	55.00	55.00	Cost Recovery

Fish Export Certificates	£ Current 2023/24	£ Proposed 2024/25	Category
VAT Rate OS			
*Export Certificates (fish) – Basic	30.00	34.00	Cost Recovery
*Export Support Attestation	120.00	135.00	Cost Recovery
*Any Export Certificates (fish) – Advanced	120.00	135.00	Cost Recovery
*Any Export Certificates (fish) – Advanced - Late Notice where notified after 1pm	N/A	180.00	Cost Recovery
*Export Certificates (fish) – Advanced (where re-issued required due to error caused by business)	120.00	135.00	Cost Recovery

* Charges applicable Monday-Friday

Factual reports to Solicitors following accidents	£ Current 2023/24	£ Proposed 2024/25	Category
VAT Rate OS			
Factual report	230.00	239.00	Cost Recovery
Photocopying per sheet	1.65	1.72	Cost Recovery
Photographs	Actual costs	Actual costs	Cost Recovery

Sports Grounds	£ Current 2023/24	£ Proposed 2024/25	Category
VAT Rate OS			
General or Special Safety Certificate (Sports grounds) - new	3,500.00	3,640.00	Cost Recovery
General or Special Safety Certificate (Sports grounds) – alteration requested by sports grounds	1,000.00	1,040.00	Cost Recovery
Regulated Stand (Sports grounds) - new	1,000.00	1,040.00	Cost Recovery
Regulated Stand (Sports grounds) - alteration requested by sports grounds	500.00	520.00	Cost Recovery

Licensing Discretionary Fees

Street Trading http://www.torbay.gov.uk/business/licensing/street-and-trading/street-trading/	£ Current 2023/24	£ Proposed 2024/25	Category
VAT Rate OS			
Annual	1,132.00	1,178.00	Cost Recovery
3 months	505.00	525.00	Cost Recovery
1 month	215.00	224.00	Cost Recovery
Daily	165.00	172.00	Cost Recovery
Replacement or amendment	38.00	40.00	Cost Recovery
Small Traders 0-15 #			
1 day only	N/A	200.00	Cost Recovery
2-3 days	340.00	354.00	Cost Recovery
4-6 days	497.00	517.00	Cost Recovery
7-9 days	652.00	678.00	Cost Recovery
10-12 days	807.00	839.00	Cost Recovery
13-15 days	962.00	1,000.00	Cost Recovery
16+ days	1,116.00	1,161.00	Cost Recovery
Medium Traders 16-30 #			
1 day only	N/A	400.00	Cost Recovery
2-3 days	824.00	857.00	Cost Recovery
4-6 days	1,210.00	1,259.00	Cost Recovery
7-9 days	1,597.00	1,661.00	Cost Recovery
10-12 days	1,988.00	2,068.00	Cost Recovery
13-15 days	2,374.00	2,469.00	Cost Recovery
16+ days	2,685.00	2,792.00	Cost Recovery
High Traders 31+ #			
1 day only	N/A	600.00	Cost Recovery
2-3 days	1,320.00	1,373.00	Cost Recovery
4-6 days	1,946.00	2,024.00	Cost Recovery
7-9 days	2,563.00	2,666.00	Cost Recovery
10-12 days	3,184.00	3,311.00	Cost Recovery
13-15 days	3,797.00	3,949.00	Cost Recovery
16+ days	4,427.00	4,604.00	Cost Recovery
Annual Fee for Outdoor Torquay Town Centre Market Supported by Torbay Council (up to 15 stalls)	N/A	1,000.00	Cost Recovery
Annual Fee for Outdoor Torquay Town Centre Market Supported by Torbay Council (up to 30 stalls)	N/A	1,300.00	Cost Recovery
Annual Fee for Outdoor Torquay Town Centre Market Supported by Torbay Council (31 stalls plus)	N/A	1,600.00	Cost Recovery

If an applicant applying for an event/events, applies for a number of days within a given time period, even if those days are not consecutive or not at the same location then the charge will be based upon total number of days applied for. However this cannot be done in retrospect.

Local Community Street Trading Events (i.e. friend of park etc.) where the purpose is charitable, but where stall holders only pay a contribution for charitable purposes - (with agreement from Council) - applicant will pay **half** the fee listed in the traders fee table above e.g. if £400, then they will pay £200.

Council Event, run by the Events Team (as opposed to an event support by TBC) then fee will be **half** the fee listed in the trader fee table Charitable Street Trading Events, where ALL money raised is for charitable purposes - Free (with agreement from Council)

Zoo Licensing	£ Current 2023/24	£ Proposed 2024/25	Category
http://www.torbay.gov.uk/business/licensing/animals/zoo/			
VAT Rate OS			
First ever licence	995.00	3000.00	Cost Recovery
Statutory six yearly inspection	400.00	2000.00	Cost Recovery
Periodic three year inspection	500.00	2000.00	Cost Recovery
Informal annual inspection	500.00	500.00	Cost Recovery
Transfer of Licence	260.00	270.00	Cost Recovery

Dangerous Wild Animal Licences	£ Current 2023/24	£ Proposed 2024/25	Category
http://www.torbay.gov.uk/business/licensing/animals/			
VAT Rate OS			
Dangerous Wild Animals Act 1976**	575.00	600.00	Cost Recovery
** Plus costs of vets fees as required			

All Animal Licences (except Zoo and DWA) (see Footnote)	£ Current 2023/24	£ Proposed 2024/25	Category
http://www.torbay.gov.uk/business/licensing/animals/			
VAT Rate OS			
Home Boarding **	424.00	530.00	Cost Recovery
Kennels inc Catteries **	495.00	600.00	Cost Recovery
Pet Shops	526.00	630.00	Cost Recovery
Dog Breeding **	526.00	630.00	Cost Recovery
Day Care **	466.00	550.00	Cost Recovery
Horses (Riding Establishments) **	642.00	770.00	Cost Recovery
Performing Animals **	466.00	550.00	Cost Recovery
** Plus costs of vets fees as required			

Footnote:
In all cases where there is more than one activity per licence. The fee will be:
Highest Cost Activity - Full Fee, plus;
Second (or second Highest) Cost Activity - 30% of fee
Any third or subsequent activity add 10% of fee

Sex Entertainment Premises	£ Current 2023/24	£ Proposed 2024/25	Category
http://www.torbay.gov.uk/business/licensing/sex-entertainment-venue/			
VAT Rate OS			
Sex Shop Establishment: New Application (non refundable)	7,212.00	7,212.00	Cost Recovery
Sex Shop Establishment: Annual Licence Fee (non refundable)	4,208.00	4,208.00	Cost Recovery
Sex Shop Establishment: Transfer of Licence (non refundable)	4,208.00	640.00	Cost Recovery
Sexual Entertainment Venue: New Application (non refundable)	7,212.00	7,212.00	Cost Recovery
Sexual Entertainment Venue: Annual Licence Fee (non refundable)	4,208.00	4,208.00	Cost Recovery
Sexual Entertainment Venue: Transfer of Licence (non refundable)	4,208.00	640.00	Cost Recovery
Premises Variation	616.00	640.00	Cost Recovery

Distribution of printed matter	£ Current 2023/24	£ Proposed 2024/25	Category
http://www.torbay.gov.uk/business/licensing/street-and-trading/leaflets/			
VAT Rate OS			
Consent under CNEA to distribute free printed matter – one distributor	138.00	144.00	Cost Recovery
For each additional distributor up to a maximum of six	26.00	27.00	Cost Recovery

Park Homes	£ Current 2023/24	£ Proposed 2024/25	Category
http://www.torbay.gov.uk/business/licensing/caravan-and-park-home-sites/			
VAT Rate OS			
Annual Licence Fee (Lower band)	160.00	166.00	Cost Recovery
Annual Licence Fee (Higher band)	3,000.00	3,120.00	Cost Recovery
Application Fee for a Site Licence	775.00	806.00	Cost Recovery
Application to Transfer a Site Licence	412.00	428.00	Cost Recovery
Application to vary conditions on a Site Licence	412.00	428.00	Cost Recovery
To post site conditions on Council website	96.00	100.00	Cost Recovery
Compliance Notice – Cost of Notice*	96.00	100.00	Cost Recovery
*The costs of enforcement will then be added to this figure			

Hackney Carriage	£ Current 2023/24	£ Proposed 2024/25	Category
http://www.torbay.gov.uk/business/licensing/taxis/hackney-carriage/			
VAT Rate OS			
Vehicle Annual - New (Includes plate and bracket)	244.00	255.00	Cost Recovery
Vehicle Annual Renewal	149.00	185.00	Cost Recovery
Driver (New)	358.00	375.00	Cost Recovery
Driver (Renewal)	257.00	270.00	Cost Recovery
Drivers badge (replacement)	30.00	32.00	Cost Recovery
Transfer (permanent or temporary)/change of vehicle	70.00	73.00	Cost Recovery
Plate	70.00	73.00	Cost Recovery
Replacement bracket	25.00	35.00	Cost Recovery
Knowledge test	74.00	77.00	Cost Recovery
# Vehicle inspection fee levied at cost following procurement process			

Private Hire Vehicles	£ Current 2023/24	£ Proposed 2024/25	Category
http://www.torbay.gov.uk/business/licensing/taxis/private-hire/			
VAT Rate OS			
Vehicle Annual New (Includes plate and bracket)	225.00	235.00	Cost Recovery
Vehicle Annual Renewal	130.00	165.00	Cost Recovery
Driver (New)	358.00	375.00	Cost Recovery
Driver (Renewal)	257.00	270.00	Cost Recovery
Drivers badge (replacement)	30.00	32.00	Cost Recovery
Operator (per vehicle) - 1 year (only in exceptional circumstances)	67.00	70.00	Cost Recovery
Operator (per vehicle) 5 year licence	110.00	114.00	Cost Recovery
Transfer (permanent or temporary)/change of vehicle	70.00	73.00	Cost Recovery
Plate	70.00	73.00	Cost Recovery
Replacement bracket and holder	25.00	35.00	Cost Recovery
Knowledge test	74.00	77.00	Cost Recovery

* Operators Licence still required

Other Charges	£ Current 2023/24	£ Proposed 2024/25	Category
VAT Rate SR			
Handbook & replacements	27.00	28.00	Cost Recovery
Assistance/advice appointment	55.00	70.00	Traded

Gambling Fees	£ Current 2023/24	£ Proposed 2024/25	Category
http://www.torbay.gov.uk/business/licensing/gambling/gambling-premises-licence/			
VAT Rate OS			
Application for new premises licence			
Small Casino	8,000.00	8,000.00	National
Bingo Premises	3,500.00	3,500.00	National
Betting Premises (Tracks)	2,500.00	2,500.00	National
Betting Premises (Other)	3,000.00	3,000.00	National
Adult Gaming Centres	2,000.00	2,000.00	National
Licensed Family Entertainment Centre	2,000.00	2,000.00	National
Application to vary premises licence			
Small Casino	4,000.00	4,000.00	National
Casino (existing)	2,000.00	2,000.00	National
Bingo Premises	1,750.00	1,750.00	National
Betting Premises (Tracks)	1,250.00	1,250.00	National
Betting Premises (Other)	1,500.00	1,500.00	National
Adult Gaming Centres	1,000.00	1,000.00	National
Licensed Family Entertainment Centre	1,000.00	1,000.00	National
1st Annual Fee			
Small Casino	5,000.00	5,000.00	National
Casino (existing)	3,000.00	3,000.00	National
Bingo Premises	1,000.00	1,000.00	National
Betting Premises (Tracks)	1,000.00	1,000.00	National
Betting Premises (Other)	600.00	600.00	National
Adult Gaming Centres	1,000.00	1,000.00	National
Licensed Family Entertainment Centre	750.00	750.00	National
Application to transfer the premises licence			
Small Casino	1,800.00	1,800.00	National
Casino (existing)	1,350.00	1,350.00	National
Bingo Premises	1,200.00	1,200.00	National
Betting Premises (Tracks)	950.00	950.00	National
Betting Premises (Other)	1,200.00	1,200.00	National
Adult Gaming Centres	1,200.00	1,200.00	National
Licensed FEC	950.00	950.00	National
Application for re-instatement of premises licence			
Small Casino	1,800.00	1,800.00	National
Casino (existing)	1,350.00	1,350.00	National
Bingo Premises	1,200.00	1,200.00	National
Betting Premises (Tracks)	950.00	950.00	National
Betting Premises (Other)	1,200.00	1,200.00	National
Adult Gaming Centres	1,200.00	1,200.00	National
Licensed Family Entertainment Centre	950.00	950.00	National
Application for a provisional statement			
Small Casino	8,000.00	8,000.00	National
Bingo Premises	3,500.00	3,500.00	National
Betting Premises (Tracks)	2,500.00	2,500.00	National
Betting Premises (Other)	3,000.00	3,000.00	National
Adult Gaming Centres	2,000.00	2,000.00	National
Licensed Family Entertainment Centre	2,000.00	2,000.00	National
Application for a premises licence for a premises which already has a provisional statement			
Small Casino	3,000.00	3,000.00	National
Bingo Premises	1,200.00	1,200.00	National
Betting Premises (Tracks)	950.00	950.00	National
Betting Premises (Other)	1,200.00	1,200.00	National
Adult Gaming Centres	1,200.00	1,200.00	National
Licensed Family Entertainment Centre	950.00	950.00	National
Application checking service for Licensing & Gambling applications*			
Premises Licence & Club Premises Certificate applications (Licensing Act 2003 & Gambling Act 2005)	55.00	57.00	Traded
Transfer and Vary DPS application (Licensing Act 2003 & Gambling Act 2005)	22.00	23.00	Traded
Personal Licence applications (Licensing Act 2003)	17.00	18.00	Traded
Permits (Gambling Act 2005)	17.00	18.00	Traded
TEN application, assistance and send	N/A	15.00	Traded
Rate per hour for other application checks	75.00	90.00	Traded

Advice and Support	£ Current 2023/24	£ Proposed 2024/25	Category
VAT Rate SR			
Licensing advice and support visits for Businesses*			
Application licence advice (Up to 2 hours, including site visit & short report, identifying key issues)	150.00	180.00	Traded
Food and Safety training, advice and support visits for Businesses*			
VAT Rate OS			
New Business Health Check (Up to 2 hours, including site visit & short report, identifying key priorities)	135.00	180.00	Traded
FHRS Rescore visit	180.00	200.00	Traded
Training			
VAT Rate EX			
Training on pre-arranged Food Hygiene training courses (Course will run if there are sufficient delegates).per delegate	70.00	73.00	Traded
On site training for companies for up to 12	495.00	550.00	Traded
H&S Courses 1/2 day	350.00	360.00	Traded
H&S Courses full day	690.00	720.00	Traded

*These services are in the process of being developed and further notification will be given before the service and

Pavement Cafe Permit (per annum) and A Boards http://www.torbay.gov.uk/roads/highways-licenses/street-cafe/	£ Current 2023/24	£ Proposed 2024/25	Category
VAT Rate OS			
Band 1-up to 10sqm	335.00	335.00	Cost recovery
Band 2- 10 to 20sqm	493.00	493.00	Cost recovery
Band 3- 20 to 30sqm	663.00	663.00	Cost recovery
Band 4 - over 30sqm	827.00	827.00	Cost recovery
In addition to Band above - Permit to include non amplified music	110.00	110.00	Cost recovery
Temporary Event for amplified music	82.00	82.00	Cost recovery
Appeal to Licensing Committee	230.00	230.00	Cost recovery
Variation	210.00	210.00	Cost recovery
A Board application	132.00	132.00	Cost recovery

Environmental Protection Discretionary Fees http://www.torbay.gov.uk/asb-environment-and-nuisance/	£ Current 2023/24	£ Proposed 2024/25	Category
VAT Rate OS			
Stray Dogs			
Carriage of Stray Dogs	80.00	83.00	Cost Recovery
Carriage of Stray Dogs (Government Fine £25.00) plus dog warden transportation costs	112.00	117.00	Cost Recovery
Out of hours call out (stray dogs)		108.00	Cost Recovery
Payment Plan Arrangement Fee	17.00	18.00	Cost Recovery
Private Water Supply Charges			
Risk Assessment	251.00	261.00	Cost recovery
Sampling Visit	106.00	110.00	Cost recovery
Investigation	132.00	137.00	Cost recovery
Granting Authorisation	132.00	137.00	Cost recovery
Missed Appointment	45.00	47.00	Cost recovery
Scrap Metal Act			
Site Licence Application Fee (3 years)	976.00	976.00	Cost recovery
Collectors Licence Application Fee	499.00	499.00	Cost recovery
Variation Cost	112.00	112.00	Cost recovery
Renewal Fee – Site Licence	731.00	731.00	Cost recovery
Renewal Fee - Collector	366.00	366.00	Cost recovery

Environmental Crime - Fixed Penalty Notice Charges	£ Current 2023/24	£ Proposed 2024/25	Category	Comments
VAT Rate OS				
PSPO Hopes Nose and Berry Head	100.00	100.00	National	
PSPO (Dispersal)	N/A	80.00	National	
PSPO (Alcohol)	80.00	80.00	National	
Littering - with a £50 discount to £100 for early payment (within 10 days)	80.00	150.00	National	National Banding £65 min to £500 max. Payment within 10 days (beginning date of notice) discounted to £100 (minimum discount allowable £50)
PSPO (Dog Fouling)	80.00	100.00	National	£100 maximum set by Torbay council PSPO. Payment within 10 days (beginning date of notice) discounted to £80 (minimum discount £100 maximum set by Torbay council PSPO. Payment within 10 days (beginning date of notice) discounted to £80 (minimum discount
PSPO (Dog off lead)	100.00	100.00	National	
Graffiti	80.00	150.00	National	National Banding £65 min to £500 max. Payment within 10 days (beginning date of notice) discounted to £100 (minimum discount allowable £50)
Fly-posting	80.00	150.00	National	National Banding £65 min to £500 max. Payment within 10 days (beginning date of notice) discounted to £100 (minimum discount allowable £50)
Abandoning a Vehicle	200.00	200.00	National	Nationally set at £200. No early repayment discount.
Fly Tipping - Upper Offence	400.00	600.00	National	National Banding £150 min to £1000 max. Payment within 10 days (beginning date of notice) discounted to £300 (minimum discounted rate allowable £120).
Fly Tipping - Lower Offence	N/A	400.00	National	National Banding £150 min to £1000 max. Payment within 10 days (beginning date of notice) discounted to £200 (minimum discounted rate allowable £120).
Failure to Produce a Waste Transfer Note	300.00	300.00	National	Nationally set at £300.00. No early repayment discount.
Domestic Waste Receptical Offences	60.00	60.00	National	National Banding £60 min to £80 max. Payment within 10 days (beginning date of notice) discounted to £40 (minimum discount allowable £40)
Household Waste Duty of Care	400.00	400.00	Nationl	National Banding £150 min to £600 max. Payment within 10 days discounted to £300 (minimum discounted rate allowable £180)
Industrial and Commercial Waste Receptical Offences	N/A	100.00	National	National Banding £75min to £110 max. Payment within 10 days (beginning date of notice) discounted to £80 (minimum discount allowable £60)
Nuisance Parking	N/A	100.00	National	Nationally set at £100. No early repayment discount

Notes on Fixed Penalty Notices:

Littering: Dropping litter anywhere is an offence. Litter is everything from food packaging to cigarette butts and chewing gum. It can also include feeding birds. Urinating is an offence under various legislation to urinate on public surfaces, roads, pavements or streets and may be treated as littering when acted upon by the Council.

Dog fouling (PSPO): Dog fouling in a public place and failing to pick it up it is an offence.

Dogs not on lead (PSPO): Allowing a dog/s to be off a lead in an area designated that it must be on a lead, is an offence.

Flyposting: It is an offence to display advertising material on buildings and street furniture without the consent of the owner. We will remove any fly posting on the highway and issue an FPN for offences or prosecute in **serious** cases.

Fly-tipping: Fly-tipping is the illegal dumping of waste. It can vary in scale significantly, from a bin bag of rubbish, to larger bulky waste items being dumped, such as mattresses or white goods.

Domestic duty of care: Where fly-tipped waste or waste in the hands of a non registered waste holder is traced back to an individual who is found to have failed to take reasonable steps to ensure that they transferred the waste to an authorised person. An FPN can be offered in place of a prosecution.

Commercial waste duty of care: Businesses have a duty of care to ensure their waste is removed by a licensed waste carrier. If we suspect a business is not dealing with its waste responsibly, we can issue a notice requiring the production of waste transfer documents. Failure to produce the documents results in the issue of a fine.

Private Sector Housing http://www.torbay.gov.uk/housing/advice-for-landlords/hmo/	£ Current 2023/24	£ Proposed 2024/25	Category
VAT Rate OS			
HMO Licensing - New application	1,639.00	1,617.00	Cost Recovery
HMO Licensing - New application (enforced)	2,512.00	2,128.00	Levy
HMO Licensing - Renewal	1,362.00	1,162.00	Cost Recovery
HMO Licensing - Renewal (enforced)	976.00	1,377.00	Levy
Charges for Housing Act Notices plus reasonable costs incurred by the Council	Variable from 151.00 to	Variable from 124.00 to	Cost Recovery
Immigration Inspection Fee	190.00	197.60	Cost Recovery
Administrative Charge for landlords who fail to submit documentation when requested	55.00	57.20	Levy
Works in Default (minimum admin charge)	£115 or 30% of total works (whichever is greater)	£119.60 or 30% of total works (whichever is greater)	Levy

General Fees for all services	£ Current 2023/24	£ Proposed 2024/25	Category
VAT Rate SR			
Personal Search/Solicitor Enquiries	90.00	94.00	Traded
Contaminated Land Searches (per hour)	105.00	109.00	Traded
Repayment of fee where error was the applicant's	36.00	37.00	Traded
Replacement licence certificates	42.00	44.00	Traded

Note: Visits carried out partly or entirely outside normal office hours may incur a surcharge of 50% on the standard fee

Domestic Minimum Energy Efficiency Standard Regs (MEES)	£ Current 2023/24	£ Proposed 2024/25	Category
VAT Rate OS			
Civil Penalty	From 1,000 to 5,000 as per policy	From 1,000 to 5,000 as per policy	Levy

Disabled Facility Grant (Agreed via Housing Assistance Policy)	£ Current 2023/24	£ Proposed 2024/25	Category
VAT Rate SR			
Project Management Fee	25%	15% fee applied to the first £30,000.00 with 12% applied to discretionar y element above £30,000.00	Traded

Council Tax & Business Rates Services Fees and Charges

	£ Current 2023/24	£ Proposed 2024/25	Category
VAT Rate OS			
Court Costs - Issue of Summons	60.00	60.00	Cost Recovery
- Issue of Liability order	25.00	25.00	Cost Recovery
Penalty Charge for failure to provide information requested for Council Tax purposes	70.00	70.00	Levy
Business Rates Statement of Accounts (Cost per rating list that the request covers. This would be for information relating to each of the following 1990-1994; 1995-1999; 2000-2004; 2005-2009 and 2010-2014 etc)	100.00	100.00	Cost Recovery
For information where there is a request to check each rating list published prior to 2017. The charge will apply to each list checked.	100.00	100.00	Cost Recovery

Customer Services Fees and Charges

	£ Current 2023/24	£ Proposed 2024/25	Category
VAT Rate OS			
Copies of Housing Benefit payment schedules to Landlords & Agents –			
Requests for schedules less than 6 months	26.25	27.30	Cost Recovery
Requests for schedules over 6 months, per property	105.00	109.20	Cost Recovery

Culture & Sport

Outdoor Sport	£	£	
http://www.torbay.gov.uk/leisure-sports-and-community/sports/sports-facilities/	Current 2023/24	Proposed Charge 2024/25	Category
VAT Rate OS			
Soccer, Rugby, Hockey - Per Match			
Seniors: including showers/changing x 1 game	64.50	67.10	Subsidised
Seniors:excluding showers/changing x 1 game	31.00	32.30	Subsidised
Juniors (15 and under): including showers/changing x 1 game	25.00	26.00	Subsidised
Juniors (15 and under): excluding showers/changing x 1 game	15.50	16.10	Subsidised
Football League Clubs - Only League and Cup fixtures Season Fee x 12 games (2 hours) (including showers/changing and cutting/markings)			
Senior	550.00	572.00	Subsidised
Junior (15 and under)	130.00	135.20	Subsidised
Senior: Additional games	45.00	46.80	Subsidised
Junior: Additional games	11.00	11.50	Subsidised
Netball Courts - Upton park, Lymmington Road		0.00	
U18's per hour	14.00	14.50	Subsidised
seniors	20.00	20.80	Subsidised
Training Sessions			
marking) per session	20.00	20.80	Subsidised
Use of field x 2 hours including showers/changing (Not Pitch - there will be no cutting or marking) per session	45.00	46.80	Subsidised

Outdoor Sport <i>Continued</i>	£	£	
http://www.torbay.gov.uk/leisure-sports-and-community/sports/sports-facilities/	Current 2023/24	Proposed Charge 2024/25	Category
VAT Rate OS			
Schools			
Schools Sports Day: No marking or changing rooms	25.00	26.00	Subsidised
Schools Sports Day: With Changing rooms (no marking)	50.00	52.00	Subsidised
Cricket			
Weekend fixtures (full day) including changing rooms	91.00	94.60	Subsidised
Weekend fixtures (full day) excluding changing rooms	65.00	67.60	Subsidised
Afternoon or evening matches: Excluding Saturday and Sunday	65.00	67.60	Subsidised
Athletics Training Session			
Torre Valley North, including marked track and changing facilities	51.00	53.10	Subsidised
Torre Valley North, including marked track. No changing rooms	40.00	41.60	Subsidised
Rounders			
Use of field based on a 2 hour session (No charge per pitch)	20.00	32.30	Subsidised
Use of field based on a day event (tournament/charity day)	65.00	67.60	Subsidised

Torre Abbey Mansion	£	£	
https://www.torre-abbey.org.uk/plan-your-visit/	Current 2023/24	Proposed Charge 2024/25	Category
VAT Rate SR			
Adults	10.50	£11.00	Traded
Special events admission i.e. "Winter Fest"	3.30	3.50	Traded
Children - (5 - 18 yrs) (under 5's free)	4.00	4.00	Traded
Family 2 adults plus children	23.10	24.00	Traded
Family 1 adult plus children	14.30	15.00	Traded
Annual Ticket Adult	21.00	24.00	Traded
Joint Annual Ticket for 2 adults	33.00	38.00	Traded
Annual Family Ticket 2 adults plus children	35.00	42.00	Traded
Annual family ticket 1 adult plus children	23.00	28.00	Traded
Educational group membership for schools etc.	27.50	30.00	Traded
Groups		0.00	
Foreign language schools GROUPS of 15+ under 18's	4.50	5.00	Traded
Adult Group (10+) House and Gardens inc.	6.60	7.00	Traded
Adult Group (10+) House and Gardens including a tour	9.50	10.00	Traded
House and Garden Workshop/Activities			
VAT Rate EX			
Formal education activities (under 18s 10+) half day workshop per student	6.00	6.50	Traded
Formal education activities (under 18s 10+) full day workshop per student	9.50	10.00	Traded
Workshop/Activities for adults (including lectures)	11.50	12.00	Traded
Lectures			
VAT Rate EX			
Lecture off site (flat rate)	55.00	58.00	Traded

Torre Abbey Mansion - Room Hire	£	£	
VAT Rate EX (unless additional facilities/services provided)	Current 2023/24	Proposed Charge 2024/25	Category
Spanish Barn (3 day) Friday to Sunday 1st April - 30th Sept	3,850.00	4,000.00	Traded
Spanish Barn (3 day) weekday & weekends 1st Oct - 31st March	2,200.00	2,500.00	Traded
Spanish Barn (3day) Monday to Thursday 1st April - 30th Sept	3,300.00	3,500.00	Traded
Spanish Barn 09.00 - 18.00 (1day)	1,000.00	1,250.00	Traded
Spanish Barn half day	550.00	650.00	Traded
Ballroom (1 day hire up 9:00- 18:00) 1st April - 30th Sept	500.00	600.00	Traded
Ballroom (1 day hire 9:00- 18:00) 1st Oct - 31st March	400.00	450.00	Traded
Gathering Space weekends 1st April -30th Sept (1 day hire 9:00-18:00)	400.00	450.00	Traded
Gathering Space weekends 1st Oct -31st March (1 day hire 9:00-18:00)	300.00	350.00	Traded

Room/Venue Hire - Ceremonies	£	£	
VAT Rate SR	Current 2023/24	Proposed Charge 2024/25	Category
Spanish Barn (3 day) Friday to Sunday 1st April - 30th Sept	4,500.00	4,750.00	Traded
Spanish Barn (3 day) weekday & weekends 1st Oct - 31st March	2,500.00	2,600.00	Traded
Spanish Barn (3day) Monday to Thursday 1st April - 30th Sept	3,750.00	3,900.00	Traded
Spanish Barn wedding ceremony only up to 200 Sunday to Friday	1,100.00	1,150.00	Traded
Spanish Barn wedding ceremony only up to 200 Saturdays	1,250.00	1,300.00	Traded
Wedding ceremony only capacity 70 1st April - 30th Sept Mon-Fri	650.00	680.00	Traded
Wedding ceremony only capacity 70 1st April - 30th Sept Sat-Sun	800.00	850.00	Traded
Wedding ceremony only capacity 70 31st Oct -31st March Mon-Fri	550.00	575.00	Traded
Wedding ceremony only capacity 70 31st Oct -31st March Sat-Sun	700.00	750.00	Traded
[Closed] Chapel All Year	Closed	Closed	Traded
Palm House ceremony (max capacity 20)	300.00	350.00	Traded
Marquee land charge (per day)	900.00	1,000.00	Traded
Formal gardens and ruins (per hour) (photography)	120.00	125.00	Traded
Formal gardens and ruins (per hour) (receptions)	150.00	175.00	Traded
House after 6pm (per hour)	225.00	250.00	Traded
Spanish Barn extended hours (3 day hire past 12pm) (per hour)	300.00	350.00	Traded
Gathering space (only applicable for; Spanish Barn, Chapel, Palm House (per hour)	175.00	200.00	Traded
Room Hire - Learning Lab			
VAT Rate EX (unless additional facilities/services provided)			
Commercial Day Rate	250.00	260.00	Traded
Non-commercial day rate (This rate can also be applied to Undercroft & Ballroom - Undercroft & Ballroom hire - VAT Rate SR)	130.00	135.00	Traded

Data Protection Subject Access Requests - Fees and Charges

VAT Rate OS	£ Current 2023/24	£ Proposed 2024/25	Category
Subject Access Request per person	No Charge	No Charge	
Repeated Subject Access request per person per hour (where we have already dealt with a request)	60.00	62.40	Cost Recovery

Development Control Fees and Charges

http://ecab.planningportal.co.uk/uploads/english_application_fees.pdf

(2023/24 Fees Link)

A Guide to the Fees for Planning Applications in England (planningportal.co.uk)

(6 December 2023 Fees Link)

All Outline Applications	£ Current 2023/24	£ Proposed 2024/25 (implemented 6/12/23)	Category
VAT Rate OS			
Sites up to and including 2.5 hectares (per 0.1 hectare or part thereof)	£462.00	N/A subdivided see below	National
Dwellinghouses not more than 0.5 hectares (per 0.1 hectare or part thereof)	£462.00	£578.00	National
Dwellinghouses between 0.5 and 2.5 hectares (per 0.1 hectare or part thereof)	£462.00	£624.00	National
Dwellinghouses more than 2.5 hectares (per 0.1 hectare or part thereof)	£11,432 + £138 per 0.1 hectare in excess of 2.5 to a maximum of £150,000	15,433+ £186 for each additional 0.1 hectare (or part thereof) in excess of 2.5 hectares Maximum fee of £202,500	National
Buildings (Not Dwellinghouses) not more than 1 hectare (per 0.1 hectare or part thereof)	£462.00	£578.00	
Buildings (Not Dwellinghouses) between 1 hectare and 2.5 hectares (per 0.1 hectare or part thereof)	£462.00	£624.00	National
Sites in excess of 2.5 hectares (Not Dwellinghouses)	£11,432 + £138 per 0.1 hectare in excess of 2.5 to a maximum of £150,000	15,433+ £186 for each additional 0.1 hectare (or part thereof) in excess of 2.5 hectares Maximum fee of £202,500	National
Householder Applications	£ Current 2023/24	£ Proposed 2024/25 (implemented 6/12/23)	Category
VAT Rate OS			
Alterations/extensions to a single dwelling, including works within boundary	£206.00	£258.00	National

Full Applications (and First Submissions of Reserved Matters)	£ Current 2023/24	£ Proposed 2024/25 (implemented 6/12/23)	Category
VAT Rate OS			
Alterations/extensions to a single dwelling, including works within boundary	£206.00	£258.00	National
Alterations/extensions to two or more dwellings (inc flats), including works within boundaries	£407.00	£509.00	National
New dwellings up to and including 50 (per dwelling)	£462.00	N/A subdivided see below	National
New dwellings up to and including 10 (per dwelling)	£462.00	£578.00	
New dwellings between 10 and 50 (per dwelling)	£462.00	£624.00	
New dwellings more than 50	£22,859 + £138 per additional dwelling in excess of 50 up to a maximum fee of £300,000	£30,860 + £186 for each additional dwellinghouse in excess of 50 Maximum fee of £405,000	National
Erection of buildings (not dwellings, agricultural, glasshouses, plant nor machinery):			
No increase in gross floor space or no more than 40m ² created by the development	£234.00	£293.00	National
Increase in gross floor space of more than 40m ² but no more than 1,000 (formerly 75) m ² created by the development	£462.00	£578.00	National
Increase in gross floor space of more than 1,000 (formerly 75) m ² but no more than 3,750m ² created by the development	£462 for each 75m ² or part thereof	£624 for each 75 square metres (or part thereof)	National
Increase in gross floor space of more than 3,750m ² created by the development	£22,859 + £138 for each additional 75m ² in excess of 3750m ² to a maximum of £300,000	£30,680 + £186 for each additional 75 square metres (or part thereof) in excess of 3,750 square metres Maximum fee of £405,000	National

The erection of buildings (on land used for agriculture for agricultural purposes)	£ Current 2023/24	£ Proposed 2024/25 (implemented 6/12/23)	Category
VAT Rate OS			
Not more than 465m ² gross floor space to be created by the development	£96.00	£120.00	National
More than 465m ² but not more than 540m ² gross floor space to be created by the development	£462.00	£578.00	National
More than 540m ² but not more than 1,000m ² gross floor space to be created by the development	£462 for first 540m ² + £462 for each 75m ² in excess of 540m ² (or part thereof)	578 for first 540 square metres + £578 for each additional 75 square metres in excess of 540 square metres	National
More than 1,000m ² but not more than 4,215m ² gross floor space to be created by the development	£462 for first 540m ² + £462 for each 75m ² in excess of 540m ² (or part thereof)	£624 for first 1,000 square metres + £624 for each additional 75 square metres in excess of 1,000 square metres.	National
More than 4,215m ² gross floor space to be created by the development	£22,859 + £138 for each 75m ² in excess of 4,215m ² (or part thereof) up to a maximum of £300,000	£30,860 + £186 for each additional 75 square metres (or part thereof) in excess of 4,215 square metres Maximum fee of £405,000	National

Erection of glasshouses (on land used for the purposes of agriculture)	£ Current 2023/24	£ Proposed 2024/25 (implemented 6/12/23)	Category
VAT Rate OS			
Not more than 465m ² gross floor space to be created by the development gross floor space to be created by the development	£96.00	£120.00	National
More than 465m ² but not more than 1,000m ²	£2,580.00	£3,225.00	National
More than 1,000m ²	£2,580.00	£3,483.00	National
Erection/alterations/replacement of plant and machinery	£ Current 2023/24	£ Proposed 2024/25 (implemented 6/12/23)	Category
VAT Rate OS			
Site area not more than 1 (formerly 5) hectares per 0.1 hectare (or part thereof)	£462.00	£578.00	National
More than 1 hectare but not more than 5 hectares per 0.1 hectare (or part thereof)	£462.00	£624.00	National
Site area more than 5 hectares	£22,859 + additional £138 for each 0.1 (or part thereof) in excess of 5 hectares to a maximum of £300,000	£30,860 + £186 for each additional 0.1 hectare (or part thereof) in excess of 5 hectares Maximum fee of £405,000	National

Applications other than Building Works	£ Current 2023/24	£ Proposed 2024/25 (implemented 6/12/23)	Category
VAT Rate OS			
Car parks, service roads or other accesses (For existing uses)	£234.00	£293.00	National
Waste (Use of land for disposal of refuse or waste materials or deposit of material remaining after extraction or storage of minerals)			
Site area Not more than 15 hectares For each 0.1 hectare (or part thereof)	£234.00	£316.00	National
More than 15 hectares	£34,934 + £138 for each 0.1 hectare (or part thereof) in excess of 15 hectares up to a maximum of £78,000	£47,161 + £186 for each additional 0.1 hectare (or part thereof) in excess of 15 hectares Maximum fee of £105,300	National
Operations connected with exploratory drilling for oil or natural gas			
Site area not more than 7.5 hectares for each 0.1 hectare (or part thereof)	£508.00	£686.00	National
Site area more than 7.5 hectares	£38,070 + additional £151 for each 0.1 hectare (or part thereof) in excess of 7.5 hectares up to a maximum of £300,000	£51,395 + £204 for each additional 0.1 hectare (or part thereof) in excess of 7.5 hectares. Maximum fee of £405,000	National
Operations (other than exploratory drilling) for the winning and working of oil or natural gas			
Site area not more than 15 hectares For each 0.1 hectare (or part thereof)	£257.00	£347.00	National
Site area more than 15 hectares	£38,520 + additional £151 for each 0.1 in excess of 15 hectare up to a maximum of £78,000	£52,002 + additional £204 for each 0.1 hectare in excess of 15 hectares Maximum fee of £105,300	National
Other operations (winning and working of minerals) excluding oil and natural gas			
Site area not more than 15 hectares For each 0.1 hectare (or part thereof)	£234.00	£316.00	National
Site area More than 15 hectares	£34,934 + additional £138 for each 0.1 in excess of 15 hectare up to a maximum of £78,000	£47,161 + additional £186 for each 0.1 hectare in excess of 15 hectares Maximum fee of £105,300	National

Other operations (not coming within any of the above categories)	£ Current 2023/24	£ Proposed 2024/25 (implemented 6/12/23)	Category
VAT Rate OS			
Any site area	£234 for each 0.1 hectare (or part thereof) up to a maximum of £2,028	£293 for each 0.1 hectare (or part thereof) up to a maximum of £2,535	National
Change of Use of a building to use as one or more separate dwellinghouses, or other			
Not more than 50 dwellinghouses (per dwellinghouse)	£462.00	N/A subdivided see below	National
Not more than 10 dwellinghouses (per dwellinghouse)	£462.00	£578.00	National
Between 10 and 50 dwellinghouses (per dwellinghouse)	£462.00	£624.00	National
More than 50 dwellinghouses	£22,859 + £138 for each dwellinghouse in excess of 50. Maximum fee of £300,000	£30,860 + £186 for each additional dwellinghouse in excess of 50 Maximum fee of £405,000	National
Other changes of use of a building or Land	£462.00	£578.00	National

Lawful Development Certificate			
LDC – Existing Use - in breach of a planning condition	Same as equivalent full application	Same as equivalent full application	National
LDC – Existing Use LDC - lawful not to comply with a particular condition	£234.00	£293.00	National
LDC – Proposed Use	Half the equivalent normal planning fee.	Half the equivalent normal planning fee.	National

Prior Approval	£ Current 2023/24	£ Proposed 2024/25 (implemented 6/12/23)	Category
VAT Rate OS			
Larger Home Extensions (from 19 August 19)	£96.00	£120.00	National
Additional storeys on a home	£96.00	£120.00	National
Agricultural and Forestry buildings & operations or demolition of buildings	£96.00	£120.00	National
Demolition of Buildings	£96.00	£120.00	National
Communications (Previously referred to as Telecommunications Code Systems Operators)	£462.00	£578.00	National
Change of use from commercial/Business/Service (use Class E), or Betting office or Pay Day Loan Shop to mixed use including up to two flats (Use Class C3)	£96.00	£120.00	National
Change of Use of a building and any land within its curtilage from Commercial/Business/Service (Use Class E), Hotels (Use Class C1), Residential Institutions (Use Class C2), Secure Residential Institutions (Use Class C2A) to a State Funded School	NA	£120.00	National
Change of Use of a building and any land within its curtilage from an Agricultural Building to a State-Funded School	£96.00	£120.00	National
Change of Use of a building and any land within its curtilage from an Agricultural Building to a flexible commercial use within Commercial/Business/Service (Use Class E), Storage or Distribution (Use Class B8), or Hotels (Use Class C1)	NA	£120.00	National
Change of use from shops, financial services, takeaways, betting offices, pay day loan shops or launderettes to offices	£96.00	NA	National

Proposed Change of Use of Agricultural Building to a flexible use within Shops, Financial and Professional services, Restaurants and Cafes, Business, Storage or Distribution, Hotels, or Assembly or Leisure	£96.00	£120.00	National
Proposed Change of Use of a building from Office (Use Class B1) Use to a use falling within Use Class C3 (Dwelling house)	£96.00	NA	National
Proposed Change of Use of Agricultural Building to a Dwelling house (Use Class C3), where there are no Associated Building Operations	£96.00	£120.00	National
Proposed Change of Use of Agricultural Building to a Dwelling house (Use Class C3), and Associated Building Operations	£206.00	£258.00	National
Proposed Change of Use of a building from a Retail (Use Class A1 or A2) Use or a Mixed Retail and Residential Use to a use falling within Use Class C3 (Dwelling house), where there are <u>no</u> Associated Building Operations	£96.00	NA	National
Proposed Change of Use of a building from a Retail (Use Class A1 or A2) Use or a Mixed Retail and Residential Use to a use falling within Use Class C3 (Dwelling house), and Associated Building Operations	£206.00	NA	National

Prior Approval continued...	£ Current 2023/24	£ Proposed 2024/25 (implemented 6/12/23)	Category
Notification for Prior Approval for a Change of Use from light industrial (Class B1c) and any land within its curtilage to Dwelling houses (Class C3)	£96.00	NA	National
Change of use of a building and any land within its curtilage from Commercial/Business/Service (Use Class E) to Dwellinghouses (Class C3) for each dwellinghouse	£100.00	£120.00	National
Notification for Prior Approval for a Change of Use from Amusement Arcades/Centres and Casinos, (Sui Generis Uses) and any land within its curtilage to Dwelling houses (Class C3)	£96.00	£120.00	National
Notification for Prior Approval for a Change of Use from Amusement Arcades/Centres and Casinos, (Sui Generis Uses) and any land within its curtilage to Dwelling houses (Class C3) and Associated Building Operations	£206.00	£258.00	National
Notification for Prior Approval for a Change of Use from Shops (Class A1), Financial and Professional Services (Class A2), Betting Offices, Pay Day Loan Shops and Casinos (Sui Genris Uses) to Restaurants and Cafes (Class A3)	£96.00	NA	National
Notification for Prior Approval for a Change of Use from Shops (Class A1), Financial and Professional Services (Class A2), Betting Offices, Pay Day Loan Shops and Casinos (Sui Genris Uses) to Restaurants and Cafes (Class A3) and Associated Building Operations	£206.00	NA	National
Notification for Prior Approval for a Change of Use from Shops (Class A1), Financial and Professional Services (Class A2) Betting Offices, Pay Day Loan Shops and Casinos (Sui Genris Uses) to Assembly and Leisure Uses (Class D2)	£96.00	NA	National
Notification for Prior Approval for a Development Consisting of the Erection or Construction of a Collection Facility within the Curtilage of a Shop	£96.00	£120.00	National
Notification for Prior Approval for the Temporary Use of Buildings or Land for the Purpose of Commercial Film making and the Associated Temporary Structures, Works, Plant or Machinery required in Connection with the Use	£96.00	£120.00	National
Provision of Temporary School Buildings on Vacant Commercial Land and the use of that land as a State-funded School for up to 3 Academic Years	NA	£120.00	National
Notification for Prior Approval for Installation, Alteration or Replacement of other Solar Photovoltaics (PV) equipment on the Roofs of Non-domestic Buildings, up to a Capacity of 1 Megawatt	£96.00	£120.00	National
Prior Approval for Construction of new dwellinghouses (from 2 September 2020) - not more than 50 for each dwellinghouse	£334.00	N/A subdivided see below	National
Prior Approval for Construction of new dwellinghouses (from 2 September 2020) - not more than 10 for each dwellinghouse	£334.00	£418.00	National
Prior Approval for Construction of new dwellinghouses (from 2 September 2020) - between 10 and 50 for each dwellinghouse	£334.00	£451.00	National
Prior Approval for Construction of new dwellinghouses (from 2 September 2020) - more than 50	£16,525 + £100 for each dwellinghouse in excess of 50 Maximum fee of £300,000	£22,309 + £135 for each dwellinghouse in excess of 50 Maximum fee of £405,000	National

Reserved Matters	£ Current 2023/24	£ Proposed 2024/25 (implemented 6/12/23)	Category
VAT Rate OS			
Application for approval of reserved matters following outline approval	Full fee due or if full fee already paid then £462.00 due	Full fee due or if full fee already paid then £578.00 due	National

Approval/Variation/discharge of condition	£ Current 2023/24	£ Proposed 2024/25 (implemented 6/12/23)	Category
VAT Rate OS			
Application for removal or variation of a condition following grant of planning permission	£234.00	£293.00	National
Discharge of conditions or request for confirmation that one or more planning conditions have been complied with - Householder	£34.00	£43.00	National
Discharge of conditions or request for confirmation that one or more planning conditions have been complied with - All Other	£116.00	£145.00	National

Advertising	£ Current 2023/24	£ Proposed 2024/25 (implemented 6/12/23)	Category
VAT Rate OS			
Relating to the business on the premises	£132.00	£165.00	National
Advance signs which are not situated on or visible from the site, directing the public to a business	£132.00	£165.00	National
Other advertisements	£462.00	£578.00	National

Application for a Non-material Amendment Following a Grant of Planning Permission	£ Current 2023/24	£ Proposed 2024/25 (implemented 6/12/23)	Category
VAT Rate OS			
Applications in respect of householder developments	£34.00	£43.00	National
Applications in respect of other developments	£234.00	£293.00	National

Application for Permission in Principle	£ Current 2023/24	£ Proposed 2024/25 (implemented 6/12/23)	Category
VAT Rate OS			
Site Area for each 0.1 hectare (or part thereof)	£402.00	£503.00	National

CONCESSIONS

Please note: Not all concessions are valid for all types of application types. Upon receipt of your application, the local authority will check the

Application types with no current fee:

Listed Building Consent

Planning permission for relevant demolition in a Conservation Area

Works to Trees covered by a Tree Preservation Order or in a Conservation Area

Hedgerow removal notice

EXEMPTIONS FROM PAYMENT (removed from legislation but remain valid as per below)

An application that is the first and only revision of a previous application of the same type,

An application that is the first and only revision of a previous application, for display

EXEMPTIONS FROM PAYMENT

An application solely for the alteration or extension of an existing dwellinghouse; or works in

- Means of access to or within it for a disabled person who is resident in it, or is proposing to take up residence in it; or
- Facilities designed to secure that person's greater safety, health or comfort.

An application solely for the carrying out of the operations for the purpose of providing a means of access for disabled persons to or

If the application relates to an alternate use of buildings or land within the same Use Class that requires planning permission only by the

If the application is for a lawful development certificate, for existing use, where an application for planning permission for the same

If the application is for consent to display an advertisement which results from a direction under Regulation 7 of the 2007 Regulations, dis-applying deemed consent under Regulation 6 to the advertisement in question

If the application relates to a condition or conditions on an application for Listed Building Consent or planning permission for relevant

If the application is for a Certificate of Lawfulness of Proposed Works to a listed building

If an application for planning permission (for which a fee is payable) being made by the same applicant on the same date for the same site,

If the application is being made on behalf of a non-profit making sports club for works for playing fields not involving buildings then

If the application is being made on behalf of a parish or community council then the fee is 50%

If two or more applications are submitted for different proposals on the same day and relating to the same site then you must pay the fee for

Fees for cross boundary applications

Where an application crosses one or more local or district planning authorities.

Governance Fees and Charges

Copies of Agendas, Reports, Minutes, Constitution, Forward Plan	£ Current 2023/24	£ Proposed 2024/25	Category
VAT Rate OS			
Electronic	FOC	FOC	N/A
Hardcopy: per A4 side	2.75	2.86	Cost recovery
Audio recordings of Council and Development Management Committee Meetings (electronic, per disc)	24.00	24.96	Cost recovery

Copies of Electoral Register			
Copies of the Electoral Roll per Ward (Calculated pro rata)	cost of request as set out in legislation	cost of request as set out in legislation	

Admission Appeals and Exclusion Reviews	£ Current 2023/24	£ Proposed 2024/25	Category
VAT Rate SR			
Cost per appeal in the circumstances where an appeal is arranged and heard	210.00	225.00	Subsidy
Cost if an appeal is withdrawn 2 weeks before the hearing date	145.00	160.00	Subsidy
Cost of exclusion review*	£900 per half day (based on one student) for the first 4 hours and then £350 per hour thereafter	£950 per half day (based on one student) for the first 4 hours and then £400 per hour thereafter	Subsidy

* Note normal appeals increase by £15 and exclusions by £50 each year.

Green Space

Helicopter Landings	£	£	
http://www.torbay.gov.uk/roads/helicopters/	Current 2023/24	Proposed Charge 2024/25	Category
VAT Rate SR			
Week Days 09.00 - 17.00: Per landing - up to 2hrs	107.69	112.00	Traded
Additional hourly rate	37.95	39.47	Traded
Out of Hours inc 5pm till dusk: per landing - up to 2hrs	153.01	159.13	Traded
Additional hourly rate	55.00	57.20	Traded
Saturday: Per landing up to 2 hrs	153.01	159.13	Traded
Additional hourly rate	55.00	57.20	Traded
Sunday: Per landing up to 2hrs	199.12	207.08	Traded
Additional hourly rate	76.54	79.60	Traded

Allotments (Annual Charge)	£	£	
http://www.torbay.gov.uk/leisure-sports-and-community/parks/allotments/	Current 2023/24	Proposed Charge 2024/25	Category
VAT Rate OS			
Per 25 Square Metre with water	5.35	5.56	Subsidised
Per 25 Square Metre without water	3.36	3.49	Subsidised
Tool Lockers – Sherwell Valley	3.15	3.28	Subsidised

Tor Bay Harbour Authority Fees and Charges

Tor Bay Harbour Authority Fees and Charges were agreed at the Harbour Committee on 4th December 2023

Link to the agenda for Harbour Committee - Wednesday, 4 December 2023 5.30 pm

[Agenda for Harbour Committee on Monday, 4 December 2023, 5.30 pm \(torbay.gov.uk\)](#)

Link to fees & charges appendix which were resolved unanimously at the meeting

<http://corp->

[modgov2/documents/s134515/Draft%20Tor%20Bay%20Harbour%20Authority%20charges%202023-24%20appendix%201.pdf?LO\\$=1](http://corp-modgov2/documents/s134515/Draft%20Tor%20Bay%20Harbour%20Authority%20charges%202023-24%20appendix%201.pdf?LO$=1)

Highways Fees and Charges

<http://www.torbay.gov.uk/roads/highways-licenses/>

License	Chargeable Matter	£ Current 2023/24	£ Proposed 2024/25	Category
VAT Rate OS				
Permission to place skip on the public highway (Section 139) or Scaffolding and gantry licence (Section 169) or Consent to deposit building materials / make temporary excavation in the highway. (Section 171) or Consent not to erect hoarding or fence during building (Section 172)	Consideration and administration of application (10 days) Within H/A published notice period (more than 10 days) or renewal of existing licence (more than 5 days notice).	57.65	59.96	Traded
	Consideration and administration of application (10 days) Outside H/A published notice period (10 days and less)	115.30	119.91	Traded
	Where a site visit is required during consideration of application (per visit)	115.30	119.91	Traded
	Where an inspection of the site reveals non-compliance (per visit)	115.30	119.91	Traded
	Where the operation obstructs an on-street parking bay administered by the Council (Charge for loss of revenue)	29.15	30.32	Traded

Inspection of hoarding or fence set up during building (Section 172 & 173)	£ Current 2023/24	£ Proposed 2024/25	Category
VAT Rate OS			
Inspections made by H/A to monitor compliance with statutory duties (per visit)	110.95	115.39	Traded
Adopted Highway	56.00	58.24	Traded

Control of construction of cellars under street	£ Current 2023/24	£ Proposed 2024/25	Category	
VAT Rate OS				
(Section 179) Or (Section 180[1]) Or Control of light into cellars (Section 180 [2])	Consideration and administration of application	115.30	119.91	Traded
	Where a site visit is required during consideration of application (per visit)	115.30	119.91	Traded
	Where an inspection of the site reveals non-compliance of application (per visit)	115.30	119.91	Traded

Vehicle crossings over footways and verges (Section 184)	£ Current 2023/24	£ Proposed 2024/25	Category
VAT Rate OS			
Consideration of a request to execute such works as are specified in the request for constructing a vehicle crossing when works executed by H/A contractor	172.70	179.61	Traded
Consideration of a request to execute such works as are specified in the request for constructing a vehicle crossing when works executed by applicants contractor	57.65	59.96	Traded
Where a site visit is required during consideration of application (per visit)	115.30	119.91	Traded
Where an inspection of the site reveals non-compliance (per visit)	115.30	119.91	Traded

Clearance of accident debris	£ Current 2023/24	£ Proposed 2024/25	Category
VAT Rate SR			
Requests which do not form part of the Council's service e.g. removal of items from gullies	At cost	At cost	Cost
VAT Rate OS			
Clearance of accident debris under Section 41 /Section 130	At cost	At cost	Cost

Road closure & traffic restrictions (Section 14[1] & [2])	£	£	
	Current 2023/24	Proposed 2024/25	Category
VAT Rate OS			
Anything done by traffic authority in connection with the making of an order			
Under section 14 (1)	1,704.80	1,772.99	Traded
	1,873.45	1,948.39	Traded
Under section 14 (2) (under 5 days)	335.30	348.71	Traded
Optional signing schedule for alternative route for Section 14 (2) (under 14 days)	167.70	174.41	Traded
Additional exceptional administrative work by traffic authority See New Roads & Street Works Act, Co-Ordination Code of Practice S7.3.22	At cost	At cost	Cost
Advertising	At cost	At cost	Cost

Suspension of parking (Section 49 [4])	£	£	
	Current 2023/24	Proposed 2024/25	Category
VAT Rate OS			
Anything done by the local traffic authority in connection with or in consequence of a request to suspend the use of a parking place or part of it	At cost	At cost	Cost

Route signs (Section 65 [1])	£	£	
	Current 2023/24	Proposed 2024/25	Category
VAT Rate OS			
Consideration of request to permit a traffic sign to indicate the route to specified land or premises	At cost	At cost	Cost Recovery
The placing by the traffic authority of a sign in accordance with a request of the kind referred to in the previous	At cost	At cost	Cost Recovery
Provision of Disabled Parking Bay (Anything done by the local traffic authority in connection with or in consequence of a request to provide a disabled parking bay)	100.00	104.00	Subsidised
Disabled Bay Refresh	100.00	104.00	Subsidised
Provision of access lines (Anything done by the local traffic authority in connection with or in consequence of a request to place access lines)	220.20	229.01	Traded
Access Line Refresh	180.50	187.72	Traded
Consideration of requests for Tourism Signage	90.25	93.86	Traded

Street Naming & Numbering	£	£	
	Current 2023/24	Proposed 2024/25	Category
VAT Rate OS			
Amending House/Number change (Cost per address)	55.45	57.67	Traded
New Development - Naming Street (Cost per street)	241.90	251.58	Traded
New Development - Per plot (Cost per plot)	51.95	54.03	Traded

Legislation reference Traffic Signs & General Directions Regs 1994	£	£	
	Current 2023/24	Proposed 2024/25	Category
VAT Rate SR			
Design consultancy	At cost	At cost	Cost Recovery
VAT Rate OS			
Portable traffic signals (Reg 32 para 47 & TD 21/85)	At cost	At cost	Cost Recovery
Damage to council property (Anything done by the authority to repair damage caused by others)	At cost	At cost	Cost Recovery
Technical Information			
Basic Search	235.10	244.50	Traded
Large Search	406.75	423.02	Traded
Extra Large Search	754.30	784.47	Traded
Traffic Data Request	309.45	321.83	Traded

Street Works Regulation Made Under NRSWA 1991	£ Current 2023/24	£ Proposed 2024/25	Category
VAT Rate OS			
Random sample (Section 75). Fee per unit of inspection	48.90	48.90	national
Investigatory work from routine inspection. Fee per unit of inspection	72.10	72.10	national
Investigatory works from third party report (Section 72 [1]) Fee per unit of inspection	72.10	72.10	national
Defect inspection (Section 72 [2]), Joint visit, remedial works in progress, remedial works complete - per unit of inspection	51.50	51.50	national
Defect Notice (per copy)	57.40	57.40	national
Inspection checklist (per copy)	57.40	57.40	national

Street Works Licence (Section 50)	£ Current 2023/24	£ Proposed 2024/25	Category
VAT Rate OS			
Licence for new apparatus			
1. Capitalised fee	239.40	248.98	Traded
2. Administration fee	276.40	287.46	Traded
3. Inspection fee (3 phases)	185.85	193.28	Traded
Authorisation for works on existing apparatus			
1. Administration fee	156.95	163.23	Traded
2. Inspection fee (3 phases)	185.85	193.28	Traded

Overhead structures (including tower cranes, banners etc.)	£ Current 2023/24	£ Proposed 2024/25	Category
VAT Rate OS			
Consideration and administration of application Within H/A published notice period (3 days or less)	50.85	50.85	national
Consideration and administration of application Outside H/A published notice period (3 days or less)	101.70	101.70	national
Where a site visit is required during consideration of application (per visit)	101.70	101.70	national
Where an inspection of the site reveals non-compliance (per visit)	101.70	101.70	national

Street Works Permits	£ Current 2023/24	£ Proposed 2024/25	Category
VAT Rate OS			
Provisional Advance Authorisation			
Traffic Sensitive	105.00	105.00	national
Non Traffic Sensitive	35.00	35.00	national
Major Works (>10 Days)			
Traffic Sensitive	240.00	240.00	national
Non Traffic Sensitive	75.00	75.00	national
Major Works (4 to 10 Days)			
Traffic Sensitive	130.00	130.00	national
Non Traffic Sensitive	40.00	40.00	national
Standard Works (4 to 10 Days)			
Traffic Sensitive	130.00	130.00	national
Non Traffic Sensitive	40.00	40.00	national
Major Works (<3 days)			
Traffic Sensitive	65.00	65.00	national
Non Traffic Sensitive	25.00	25.00	national
Minor			
Traffic Sensitive	55.00	55.00	national
Non Traffic Sensitive	25.00	25.00	national
Intermediate			
Traffic Sensitive	55.00	55.00	national
Non Traffic Sensitive	25.00	25.00	national
Permit Variation			
Traffic Sensitive	45.00	45.00	national
Non Traffic Sensitive	35.00	35.00	national

Inspection fees for Agreements under Section 38 and Section 278 (Highways Act 1980)	£	£	
	Current 2023/24	Proposed 2024/25	Category
VAT Rate OS			
Section 38 Agreement Fees			
Works Estimated by Highway Authority to be below £25,000 Value (fixed fee)	1,500.00	1,500.00	national
Works Estimated by Highway Authority to be between £25,000 to £50,000 Value (percentage of estimated	10%	10%	national
Works Estimated by Highway Authority to be between £50,000 to £150,000 Value (percentage of estimated	8%	8%	national
Works Estimated by Highway Authority to be between above £150,000 Value (percentage of estimated works	6%	6%	national
Section 278 Agreement Fees			
Works Estimated by Highway Authority to be below £25,000 Value (fixed fee)	1,500.00	1,500.00	national
Works Estimated by Highway Authority to be between £25,000 to £50,000 Value (percentage of estimated	10%	10%	national
Works Estimated by Highway Authority to be between £50,000 to £150,000 Value (percentage of estimated	8%	8%	national
Works Estimated by Highway Authority to be between above £150,000 Value (percentage of estimated works	6%	6%	national
Agreements which Include Public Realm or Town Centre Improvement Works			
Additional fee to be added to the Agreement Fees stated above (percentage of estimated works value)	1%	1%	national

Household Waste and Recycling Centre

Chargeable Waste at the Household Waste and Recycling Centre (HWRC)	Unit	£ Current Minimum Charge 2023/24	£ Proposed Minimum Charge 2024/25	Category
VAT Rate SR				
The following charges are applicable where the free allowance of DIY waste has been exceeded. For further details please see the website: https://www.torbay.gov.uk/recyclingcentre				
Soil and rubble: Includes bricks, blocks, slates, tiles, rubble, paving slabs, concrete, gravel, tarmac, stones, soil, sand, hardcore and sanitary ware (ceramic toilets, sinks, pedestals etc).	Per bag/item	£2.60	£2.70	Cost recovery
Tyres: Commercial and agricultural vehicle tyres will not be accepted. No charge for bicycle tyres.	per tyre	£4.40	£4.58	Cost recovery
Clean plasterboard: Includes plaster and gypsum related products.	per sheet/bag	£5.20	£5.41	Cost recovery
Plasterboard (with other materials attached): such as tiles, foil insulation or any other materials	per sheet/bag	£9.50	£9.88	Cost recovery
Plastic window: With or without glass. Single pane window only (double charge for multiple pane plastic windows).	each	£4.40	£4.58	Cost recovery
Plastic door or door frame: With or without glass. Single door or door frame only (double charge for double door or door + frame combined).	each	£4.40	£4.58	Cost recovery
Bath or shower tray (plastic, fibreglass or composite): Single bath or shower tray only.	each	£4.40	£4.58	Cost recovery
Shower screen: Plastic or glass shower screen/enclosure.	each	£4.40	£4.58	Cost recovery
Insulation materials: 1 sheet or 1 bag.	per sheet/bag	£4.40	£4.58	Cost recovery
Roofing felt	per bag/roll	£4.40	£4.58	Cost recovery
All DIY plastic: Plastic pipes, guttering, fascia, soffit, skirting, cladding, loose plastics etc.	for up to 5 lengths/ pieces	£4.40	£4.58	Cost recovery
Water tanks, panels, roofing sheets, plastic sanitary ware etc.	each	£4.40	£4.58	Cost recovery
Asbestos: bonded asbestos only. Please note that asbestos must be double wrapped in tough plastic and completely sealed. Site staff will not be able to assist with loading asbestos into the skip. There is a maximum sheet size of 10ft (3m) x 4.5ft (1.5m).	per sheet/bag	£11.70	£12.17	Cost recovery
Sheet Glass	Per Pane	£2.47	£2.57	Cost recovery
Carpet, Underlay and linoleum per bag	Per bag	£2.47	£2.57	Cost recovery
Carpet, Underlay and linoleum per roll	Per roll	£10.00	£10.40	Cost recovery

Chargeable waste collection	Unit	£ Current Charge 2023/24	£ Proposed Charge 2024/25	Category
VAT Rate OS				
Household Garden Waste Collection	Per Bin	£50.00	£52.00	Traded
Household Garden Waste Collection (CTSS discount)	Per Bin	£40.00	£41.60	Subsidised
Bin delivery	Per Bin	£0.00	£0.00	Subsidised
Initial sign up	Per Bin	£0.00	£0.00	Subsidised

Local Land Charges Department Fees and Charges

<http://www.torbay.gov.uk/planning-and-building/land-charges/land-charges-fees/>

	£ Current 2023/24	£ Proposed Charge 2024/25	Category
Official search in the whole or any one part of the Local Land Charges (LLC) Register (including the issue of an Official Certificate of Search):			
VAT Rate OS			
In respect of one parcel of land (a)	29.46	30.65	National
In respect of each additional parcel of land (subject to agreement) (c)	5.67	5.90	National
Personal search in the whole or any one part of the LLC Register (regardless of the number of parcels of land)	FOC	FOC	National
Replies to all Required Enquiries of Local Authorities (Form Con 29R):			
VAT Rate SR			
In respect of one parcel of land (b)	87.01	90.50	National
In respect of each additional parcel of land (subject to agreement) (d)	16.32	17.00	National
Total cost of providing 'Standard' (LLC1 and CON29) Search on one parcel of land. (a+b)	116.47	121.15	National
Total cost of providing 'Standard' (LLC1 and CON29) Search on each additional parcel of Land. (c+d)	21.98	22.90	National
Ask a question of your own	20.39	21.20	National

Replies to individual enquiries on Form Con 29R:	£ Current 2023/24	£ Proposed Charge 2024/25	Category
VAT Rate SR			
Administration fee	13.60	14.15	National
Question 1.1 (a) to (i) - Planning decisions and pending applications	9.52	9.90	National
Question 1.1 (j) to (l) - Building regulation decisions and pending applications	6.80	7.10	National
Question 1.2 - Local development plans	FOC	FOC	National
Question 2.1 (a) - Roads, footways and footpaths	5.44	5.65	National
Question 2.1 (b) to (d) - Roads, footways and footpaths	4.08	4.25	National
CON29 Question 2.2 to 2.5 Public rights of way	5.44	5.65	National
Question 3.1 - Land required for public purposes	1.36	1.41	National
Question 3.2 - Land to be acquired for road works	1.36	1.41	National
Question 3.3 (a) to (c) - Sustainable drainage systems	FOC	FOC	National
Question 3.4 (a) to (f) - Nearby road schemes	1.36	1.41	National
Question 3.5 (a) to (b) - Nearby railway schemes	1.36	1.41	National
Question 3.6 (a) to (l) - Traffic schemes	8.16	8.50	National
Question 3.7 (a) to (g) - Outstanding notices	9.52	9.90	National
Question 3.8 - Contravention of building regulations	2.72	2.83	National
Question 3.9 - Notices, orders, directions & proceedings under Planning acts	5.44	5.65	National
Question 3.10 (a) to (h) - Community Infrastructure Levy	6.80	7.10	National
Question 3.11 - (a) to (b) - Conservation area	1.36	1.41	National
Question 3.12 - Compulsory purchase	1.36	1.41	National
CON29 Question 3.13 (a) to (c) - Contaminated land	1.36	1.41	National
Question 3.14 - Radon gas	FOC	FOC	National
Question 3.15 (a) to (b) - Assets of community value	FOC	FOC	National
Replies to Optional Enquiries of Local Authority (Con 290) – each enquiry	13.60	14.15	National
Additional enquiry – each (subject to agreement)	20.39	21.20	National

Legal Services Fees and Charges

Type of Document	£ Current 2023/24	£ Proposed Charge 2024/25	Category
VAT Rate SR			
A3 colour plan hardcopy	8.10	10.11	Cost Recovery
A3 black and white plan hardcopy	3.80	4.74	Cost Recovery
Plans larger than A3 (hardcopy)	POA	POA	Cost Recovery
A4 black and white sheet (hardcopy per sheet)	0.25	0.31	Cost Recovery
Admin Fee (minimum)	13.05	16.29	Cost Recovery

If there is a requirement for significant research the administration charge will increase. The requestor will be advised prior to processing the request

Libraries Fees and Charges

Link: <https://www.torbaylibraries.org.uk/>

Torbay Library Services are managed by Libraries Unlimited.

Planning Pre-Application Fees and Charges

<http://www.torbay.gov.uk/planning-and-building/planning/pre-planning/>

Type	£ Current 2023/24	£ Proposed Charge 2024/25	Category
VAT Rate SR			
Householder development enquiry	109.00	115.00	Traded
Shaping Enquiry	NA	230.00	Traded
Minor Residential: Single Dwelling	230.00	260.00	Traded
Minor Residential: 2 to 14 dwellings £217.00 for first dwelling then £93.00 per additional dwelling	230.00	260.00	Traded
Major Residential: 15 dwellings or more per 5,000 m2 (0.5 hectares) up to a maximum of £10,000	1,650.00	1,850.00	Traded
Commercial: No new floor space (per unit)	100.00	115.00	Traded
Commercial: Creation of new floor space (including change of use) per 100m ² up to a maximum of £5,000.	100.00	115.00	Traded
Waste, Minerals and Recycling Operations: Waste Management, mineral processing, extraction or storage	1,000.00	1,125.00	Traded

Please note:

Pre-application fees are non-refundable

Householder pre-applications are covered by our development enquiry service.

Any pre-application enquiry which involves a Listed Building will be subject to an additional charge of £115 (incl. VAT).

For mixed use development; please add the residential and commercial fees together as a cumulative fee will be applicable.

All other proposals will be charged at the hourly rate of £115 (incl. VAT) contact us for further information.

These charges cover the costs associated with an officer providing an initial response to a pre-application enquiry. One further written response will be charged at £115 per hour (or part thereof).

In some instances the Council will wish to refer development proposals to the independent Torbay Design Review Panel. A separate fee will be required to cover the cost of using the Site Visits and Meetings £115 per officer per hour (please contact us for details)

Registration Service Discretionary Fees and Charges

Due to the nature of ceremonies often being booked years in advance, the fees & charges for this service are shown for multiple years

<http://www.torbay.gov.uk/registrar/>

Marriage or Civil Partnership Ceremonies	£ Current 2023/24	£ Proposed 2024/25	£ Proposed 2025/26	£ Proposed 2026/27	Category
VAT Rate OS					
Attending at Approved Premises in the Torbay District					
Monday to Thursday - up to 6pm	560.00	590.00	620.00	645.00	Traded
Monday to Thursday - 6pm to 8pm	580.00	610.00	640.00	665.00	Traded
Monday to Thursday - from 8pm	640.00	680.00	715.00	745.00	Traded
Friday & Saturday - up to 6pm	580.00	610.00	640.00	665.00	Traded
Friday & Saturday - after 6pm	640.00	680.00	680.00	710.00	Traded
Sunday or Bank Holiday	680.00	750.00	750.00	780.00	Traded
Cockington Court in the Ceremony Room(up to 10 guests)					
Monday to Thursday	100.00	110.00	115.00	120.00	Traded
Friday & Saturday	150.00	160.00	170.00	180.00	Traded
Sunday or Bank Holiday	200.00	210.00	220.00	230.00	Traded
Cockington Court in the Ceremony Room(up to 25 guests)					
Monday to Thursday	200.00	210.00	220.00	230.00	Traded
Friday & Saturday	300.00	320.00	335.00	350.00	Traded
Sunday or Bank Holiday	375.00	400.00	420.00	440.00	Traded
Cockington Court in the Ceremony Room(up to 55 guests)					
Monday to Thursday	400.00	420.00	440.00	460.00	Traded
Friday & Saturday	550.00	580.00	610.00	635.00	Traded
Sunday or Bank Holiday	600.00	630.00	630.00	655.00	Traded

Torbay Register Office, Paignton Library (Max 2 guests-statutory fee)	£ Current 2023/24	£ Proposed 2024/25	£ Proposed 2025/26	£ Proposed 2026/27	Category
Wednesday - up to 12.30 pm	57.00	57.00	57.00	57.00	National
At a registered building-statutory fee	86.00	86.00	86.00	86.00	National
Combination Ceremony (Statutory Ceremony + Celebration Ceremony)					
Monday - Sunday up to 6pm	660.00	700.00	730.00	760.00	Traded
Giving Notice (statutory fees)					
Giving a notice of intent to marry or form a civil partnership (each partner)	35.00	35.00	35.00	35.00	National
Attendance of a Registrar to verify the declaration of a house-bound person	47.00	47.00	47.00	47.00	National
Attendance of a Registrar to verify the declaration of a detained person	68.00	68.00	68.00	68.00	National

Premises License					
Pre inspection meeting to discuss the process (deductible from licence fee when application is submitted)	120.00	130.00	135.00	140.00	Traded
License for Approved Premises to hold ceremonies - NEW (valid 3 years)	1,730.00	1,820.00	1,900.00	1,975.00	Traded
License for Approved Premises to hold ceremonies - RENEW (valid 3years)	1,250.00	1,320.00	1,370.00	1,425.00	Traded
Additional room to be added to a current licence	150.00	160.00	165.00	170.00	Traded

Renewal of vows/celebration/naming ceremonies at Cockington Ceremony Room Note: fees listed excl VAT	£ Current 2023/24	£ Proposed 2024/25	£ Proposed 2025/26	£ Proposed 2026/27	Category
VAT Rate SR					
Up to 10 guests					
Monday to Thursday - up to 6pm	100.00	110.00	115.00	120.00	Traded
Monday to Thursday - 6pm to 8pm	POA	POA	POA	POA	Traded
Friday & Saturday up to 6pm	150.00	160.00	165.00	175.00	Traded
Friday & Saturday 6pm - 8pm	POA	POA	POA	POA	Traded
Sunday and Bank Holidays up to 6pm	200.00	210.00	220.00	230.00	Traded

Renewal of vows/celebration/naming ceremonies at Cockington Ceremony Room Note: fees listed excl VAT					
VAT Rate SR					
Up to 25 guests					
Monday to Thursday - up to 6pm	200.00	210.00	220.00	230.00	Traded
Monday to Thursday - 6pm to 8pm	POA	POA	POA		Traded
Friday & Saturday up to 6pm	300.00	320.00	335.00	350.00	Traded
Friday & Saturday 6pm - 8pm	POA	POA	POA		Traded
Sunday and Bank Holidays up to 6pm	375.0	400.00	415.00	430.00	Traded
Renewal of vows/celebration/naming ceremonies at Cockington Ceremony Room Note: fees listed excl VAT					
VAT Rate SR					
Up to 55 guests					
Monday to Thursday - up to 6pm	400.00	420.00	420.00	420.00	Traded
Monday to Thursday - 6pm to 8pm	POA	POA	POA		Traded
Friday & Saturday up to 6pm	550.00	580.00	580.00	580.00	Traded
Friday & Saturday 6pm - 8pm	POA	POA	POA		Traded
Sunday and Bank Holidays up to 6pm	600.00	630.00	630.00	630.00	Traded
Renewal of Vows/Celebration/Naming Ceremony at Approved Premises					
Monday to Thursday - up to 6pm	400.00	420.00	420.00	420.00	Traded
Monday to Thursday - 6pm to 8pm	POA	POA	POA		Traded
Friday & Saturday up to 6pm	550.00	570.00	570.00	570.00	Traded
Friday & Saturday 6pm - 8pm	POA	POA	POA		Traded
Sunday and Bank Holidays up to 6pm	600.0	620.00	620.00	620.00	Traded
Ceremony run through discussion-face to face	25.00	25.00	25.00	25.00	Traded
Via E-mail	FOC	FOC	FOC	FOC	Traded
Ceremony Booking Fee	25.0	30.00	30.00	30.00	Traded
Citizenship					
VAT Rate OS					
Private Citizenship Ceremony per person	160.00	170.00	170.00	170.00	Traded

Resort Services Fees and Charges

Chalets/Cabins	£ Current 2023/24	£ Proposed 2024/25	Category	£ Proposed 2025/26	Category
VAT Rate SR					
Annual					
Meadfoot – Annual 1st Floor	1,875.00	1,950.00	Cost Recovery	1,989.00	Traded
Meadfoot – Annual 1st Floor : Sun Terrace	2,896.00	3,012.00	Cost Recovery	3,072.24	Traded
Meadfoot – Annual Ground	1,595.00	1,659.00	Cost Recovery	1,692.18	Traded
Broadsands - Annual Charge 1-25 Sea facing	1,830.00	1,903.00	Cost Recovery	1,941.06	Traded
Broadsands - Annual Charge 26 - 50 Green facing	1,794.00	1,866.00	Cost Recovery	1,903.32	Traded
Oddicombe - Annual Charge	1,850.00	1,924.00	Cost Recovery	1,962.48	Traded
Per Week					
Meadfoot - Per week - April to June and September	125.00	130.00	Cost Recovery	132.60	Traded
Meadfoot- Per week - July and August	146.00	152.00	Cost Recovery	155.04	Traded
Broadsands if available - Per week - April to June and September	125.00	130.00	Cost Recovery	132.60	Traded
Broadsands if available- Per week - July and August	146.00	152.00	Cost Recovery	155.04	Traded
Goodrington - Per week - April to June and September	94.00	98.00	Cost Recovery	99.96	Traded
Goodrington - Per week - July and August	110.00	114.00	Cost Recovery	116.28	Traded
Preston - Per week - April to June and September	94.00	98.00	Cost Recovery	99.96	Traded
Preston - Per week - July and August	110.00	114.00	Cost Recovery	116.28	Traded
Less than a week					
Goodrington - Per day - April to June and September	32.00	33.00	Cost Recovery	33.66	Traded
Goodrington - Per day - July and August	37.00	38.00	Cost Recovery	38.76	Traded
Beach Hut	£ Current 2023/24	£ Proposed 2024/25	Category	£ Proposed 2025/26	Category
VAT Rate SR					
Annual					
Site Only - Broadsands	585.00	608.00	Cost Recovery	620.16	Traded
Site Only - Breakwater	540.00	562.00	Cost Recovery	573.24	Traded
Site Only – Summer Season	£ Current 2023/24	£ Proposed 2024/25	Category	£ Proposed 2025/26	Category
VAT Rate SR					
Corbyn Head	440.00	458.00	Cost Recovery	467.16	Traded
Broadsands, Goodrington North, Youngs Park, Oddicombe and Roundham	325.00	338.00	Cost Recovery	344.76	Traded
Preston & Preston Marine Parade & Goodrington South	345.00	359.00	Cost Recovery	366.18	Traded
Corbyn self-maintained	105.00	109.00	Cost Recovery	111.18	Traded

Council Beach Huts Winter Season	£ Current 2023/24	£ Proposed 2024/25	Category	£ Proposed 2025/26	Category
VAT Rate SR					
Beach Huts – Winter Storage					
Stored off site	220.00	229.00	Cost Recovery	233.58	Traded
Store on site	215.00	224.00	Cost Recovery	228.48	Traded
Beach Hut transfer charge	105.00	109.00	Cost Recovery	111.18	Traded
Beach Hut scrappage charge	130.00	135.00	Cost Recovery	137.70	Traded
Beach Hut List Charge	25.00	25.00	Cost Recovery	25.50	Traded

Beach Furniture	£ Current 2023/24	£ Proposed 2024/25	Category	£ Proposed 2025/26	Category
VAT Rate SR					
Deckchair per week	16.00	16.00	Cost Recovery	16.32	Traded
Deckchair per day	5.00	5.00	Cost Recovery	5.10	Traded
Directors chair per week	21.00	21.00	Cost Recovery	21.42	Traded
Directors chair per day	6.00	6.00	Cost Recovery	6.12	Traded
Sunlounger per week	21.00	21.00	Cost Recovery	21.42	Traded
Sunlounger per day	6.00	6.00	Cost Recovery	6.12	Traded
Parasol per day	4.00	4.00	Cost Recovery	4.08	Traded
Windbreak per day	4.00	4.00	Cost Recovery	4.08	Traded
Event Deckchair Hire					
Deckchair per day	5.00	5.00	Cost Recovery	5.10	Traded
Delivery/Collection – prices on application but minimum charge	73.00	76.00	Cost Recovery	77.52	Traded
Event					
Filming charges upon application to Torbay Council					

Assembly Hall Fees and Charges

Room Hire		£ Current 2022/23	£ Proposed 2023/24	Category
VAT Rate EX				
BASIC HIRE (Minimum session hire 5 hours)	Full Rate Per Hour	35.50	37.00	Traded
	Discounted Rate Per Hour	28.50	30.00	Traded
Late surcharge (after 11pm)	Full Rate Per Hour	71.50	75.00	Traded
Sunday surcharge	Full Rate Per Hour	16.50	18.00	Traded
Kitchen - used for supply/sale of refreshments	Full Rate Per Hour	19.50	21.00	Traded
Kitchen - access to water for cleaning only	Per Session	19.50	21.00	Traded
Badminton charges	Per Court per hour	18.00	19.00	Traded

Note: The above are basic charges for room hire and if additional services are required, the price is available on application.

Paignton Library Room Hire - Fees and Charges

<https://www.torbaylibraries.org.uk/web/arena/discover->

Room Hire		£ Current 2022/23	£ Proposed 2023/24	Category
VAT Rate EX				
Triple meeting room (10, 11, 12)	Full Rate Per Hour	36.50	38.00	Traded
	Discounted Rate Per Hour	18.00	19.00	Traded
Double meeting room (10, 11) or (11, 12)	Full Rate Per Hour	30.50	32.00	Traded
	Discounted Rate Per Hour	15.00	16.00	Traded
Single Meeting room (10) or (11) or (12) or (13)	Full Rate Per Hour	24.00	25.00	Traded
	Discounted Rate Per Hour	12.50	13.00	Traded

Note: An additional fee of £48 will be charged to set up rooms outside of hours and at weekends, if the rooms above require set up.

The above are basic charges for room hire and if additional services are required, the price is available on application.

Spatial Planning Fees and Charges

Type of Document	£ Current 2023/2024	£ Proposed 2024/25	Category
VAT Rate SR			
Torbay Local Plan			
Hardcopy incl. pen drive	FOC	FOC	Subsidised
Hardcopy postage	FOC	FOC	Subsidised
Pen drive only	FOC	FOC	Subsidised
Online	FOC	FOC	Subsidised
View in Person	FOC	FOC	Subsidised
Supplementary Planning Documents (SPDs) plus a wide range of documents forming the evidence base for the existing and emerging Torbay Local Plan (Hardcopy)	Prices vary depending on document. Cost can be obtained from the Strategy and Project Delivery Team	Prices vary depending on document. Cost can be obtained from the Strategy and Project Delivery Team	Cost Recovery
Type of Document			
Hardcopy Decision Notices	27.85	28.96	Cost Recovery
Hardcopy Tree Preservation Orders	55.70	57.93	Cost Recovery
Hardcopy Section 106 Agreements	55.70	57.93	Cost Recovery
Hardcopy Committee Reports	16.71	17.38	Cost Recovery
Online	FOC	FOC	Subsidised
Type of Document			
Other A4/A3 size documents up to 10 sheets	11.14	11.59	Cost Recovery
Other A4/A3 size documents over 10 sheets (each sheet)	1.11	1.16	Cost Recovery
A2 Plans per sheet	11.14	11.59	Cost Recovery
A1 Plans per sheet	16.71	17.38	Cost Recovery
A0 Plans per sheet	27.85	28.96	Cost Recovery
Planning History Searches E-mail or Hardcopy (per site per hour)	83.55	86.89	Cost Recovery

**Large quantities of documents may take a longer turnaround period.*

Enforcement Charges	£ Current 2023/2024	£ Proposed 2024/25	Category
VAT Rate OS			
Withdrawal of an enforcement notice	87.60	91.11	Levy
Confirmation of no enforcement action	87.60	91.11	Levy

Section 106 / CIL	£ Current 2023/2024	£ Proposed 2024/25	Category
VAT Rate OS			
Confirmation of compliance with an obligation	83.55	86.89	Cost recovery

Town Diary Fees and Charges

	£ Current 2023/24	£ Proposed 2024/25	Category
VAT Rate SR			
Admin Fee for charity, fundraising and information stands - price is per day	50.00	52.00	Cost Recovery
Small Displays with a table and chairs/leaflets/information/gazebo/display stands - price is per day	80.00	85.00	Traded
Commercial companies with a discount for block bookings - price is per day 3 months bookings - 5% discount 6 months bookings - 10% discount 9 months bookings - 12.5% discount 12 months (year) bookings - 15% discount	240.00	250.00	Traded
VAT Rate SR	£ Current 2023/24	£ Proposed 2024/25	Category
Banner sites Victoria Park, Paignton (fences along Torquay Road) Kings Gardens Torquay only Banners advertising specific companies Fee is payable on the approval of the application for each site Organisations will be charged the same price for the removal of banners for non-compliance of terms and conditions Banners can be displayed for a minimum of two weeks at a time. Extension may be available subject to vacant space. They should be removed immediately after this agreed period by the advertising organisation.	50.00	52.00	Traded
Banner sites Victoria Park, Paignton (fences along Torquay Road) Kings Gardens Torquay only Banner removal fee	40.00	42.00	Traded
VAT Rate SR	£ Current 2023/24	£ Proposed 2024/25	Category
Event Notices - Removal fee if not taken down from site.	50.00	52.00	Levy
Events Booking System Admin Fees Community /Charity Events	25.00	20.00	Cost Recovery
Commercial/Major Events - booking system	110.00	20.00	Traded
Commercial event fees over 1000 attendance - ticketed - £1 per person attending		£1p/p	Traded
Poster sites 187 single poster sites around Torbay Fee is charged per poster per week.	3.50	3.70	Traded

Revenue Reserves Policy

January 2024

1. Purpose of this Policy

- 1.1 The requirement for financial reserves is acknowledged in statute. Sections 31A, 32, 42A and 43 of the Local Government Finance Act 1992 require billing and precepting authorities in England and Wales to have regard to the level of reserves needed for meeting estimated future expenditure.
- 1.2 It is the 'Chief Finance Officer's (Finance Director), duty to report on robustness of estimates and adequacy of reserves (under Section 25 of the Local Government Act 2003) when the authority is considering its budget requirement.
- 1.3 However, there is no specified minimum level of reserves that an authority should hold and it is the responsibility of the Chief Financial Officer (CFO) to advise the Council about the level of reserves and to ensure that there are procedures for their creation, maintenance and use.
- 1.4 Torbay Council will hold reserves for the following main purposes:
 - Earmarked funds to meet known or predicted time limited spend requirements or improvement projects;
 - funds earmarked for statutory reasons (e.g. Elections and Insurance);
 - funds being held on behalf of partner organisations and/or ring-fenced activity (e.g. Public Health, Harbours and Adult Social Care);
 - holding of specific grant funding in advance of drawing down spend and,
 - a General Reserve (or working balance), to help cushion the impact of uneven cash flows, provide contingency, and avoid any unnecessary temporary borrowing.
- 1.5 This policy on the establishment, maintenance and adequacy of reserves and balances will be reviewed annually.

2. General Fund Reserves

- 2.1 The use of general fund reserves is not restricted. They can be used to smooth the impact of uneven cash flows, offset the budget requirement, or can be used to respond to unexpected events or emergencies.
- 2.2 In line with CIPFA advice, it is recommended that the Council maintains its General Fund Reserve, (or 'Working Balance'), at 5% of the net revenue budget at the commencement of any given financial year. If any of the General Fund reserve is drawn down in any given year, replenishment should be provided for in the next annual budget setting process.
- 2.3 As the Council budget increases year on year, the objective is that the General Fund Reserve should also grow on a proportionate basis to remain at the desired level of at least 5%. For 2024/25, 5% would represent circa £7m required, increasing to £7.6m by 2026/27.

2.4 In addition to the General Fund Reserve the Council, for a number of years, has maintained a Comprehensive Spending Review (CSR) Reserve. This reserve acts as a 'buffer' for the General Fund Reserve and is utilised in a flexible way, to respond to any significant unforeseen or emergency one-off spend within any given financial year, as well as being used to provide funding for transformational activities that will result in long term revenue savings.

2.5 Wherever possible, the Council will strive to maintain a CSR Reserve of £3m at the commencement of each financial year in order to 'smooth' and manage the Council's overall revenue budget.

Financial Risks faced by the Council

2.6 Revenue budgets are set to reflect known and anticipated service demands and costs. However, there are number of financial risks that the Council do not 'budget' for, but keep under constant review and scrutiny.

2.7 The major financial risks faced by the Council as at March 2024 include:

- Delivery of the Dedicated School Grant (DSG) 'Safety Valve' Improvement Plan (addressing a £12m legacy DSG deficit);
- Re-negotiation of the Adult Social Care services contract with the Integrated Care Organisation (ICO). With an annual spend, as at March 2024, being circa £15m above budgeted levels. The contract is due for renewal at the end of March 2025;
- High, and escalating, cost of Children Social Care placements and the potential impact of legislation that will require the Council to subscribe to a 'Regional Care Co-operative';
- The high and rising costs, over and above budget levels, of tackling the housing crisis – supporting local residents through the 'cost of living crisis' and addressing homelessness across the Bay;
- The viability and volatility of numerous capital investment projects that the Council is striving to deliver and the associated risk of abortive revenue costs for any potential undeliverable schemes;
- Security and uncertainty regarding future revenue income streams. With a dwindling Revenue Support Grant from Government, emphasis is placed firmly on generating income through local sources but there is a significant risk that service demand, costs and pressure will outweigh our ability to raise additional income over the medium term through extra Council Tax, Business Rates and/or local Fees and Charges (such as Planning and Car Parking)

- 2.8 At any point of time, any such risk could materialise which would significantly impact on the Council's ability to maintain a balanced revenue budget hence the requirement to maintain adequate and reasonable General Fund and CSR Reserves.

3. Procedure and Governance

- 3.1 The Council's Chief Finance Officer, (Section 151 Officer), holds responsibility for creating and reviewing a reserve with a requirement for regular reporting (at least annually) to Cabinet, Overview and Scrutiny Board and Council. When instigating a new reserve, the following will always be considered:
- The reason for / purpose of the reserve;
 - how and when the reserve can be used;
 - procedures for the reserve's management and control and
 - a process and timetable for a review of the reserve to ensure continuing relevance and adequacy.
- 3.2 A statement of all significant reserves held, with their anticipated balance at financial year end will be produced annually as part of the Council's budget setting papers for approval by Council. This statement will represent formal sign off from the Council's Section 151 Officer confirming the adequacy of reserve holdings and that the reserves have been reviewed.
- 3.3 Any drawdown exceeding £100k, within year, from an earmarked reserve, or General Fund reserve, will require the Section 151 Officer to issue a formal 'Record of Decision' with the drawdown subsequently reported within the next scheduled budget monitoring report presented to Cabinet (and Council).
- 3.4 Any new reserve(s) exceeding £100k, created from approved budgeted funds, also requires the Section 151 Officer to issue a formal 'Record of Decision' (ROD). However, any new reserve(s) created in year as a result of receiving specific grant funding will be incorporated and reported in the next scheduled monitoring report to Committee without the need for a ROD.
- 3.5 The Section 151 Officer will maintain a detailed schedule of all reserves, as required, forming part of the statutory accounts process.

Principles applied to the holding of Reserves

- 3.6 The Council will adopt the following principles with regards to the holding of reserves:
- All Reserves must have a clearly defined purpose with evidence supporting its requirement and desired value of holding;
 - the Council's Section 151 Officer maintains overall responsibility and management of the Council's reserves – but each specific earmarked reserve must have a designated

Senior Officer who will maintain regular overview of the reserve's required drawdown and on-going adequacy;

- where possible, the Council will rationalise and simplify the holding of Reserves, holding a fewer number of strategic reserves supported by a clear rationale and purpose;
- reserves will be reviewed annually as part of the budget setting process. There will be specific challenge of the on-going need for any reserve that has not had financial movement in excess of two consecutive financial years;
- where reserves are identified as no longer needed, if feasible and allowable, (e.g. specific grant requirements), remaining funds will be absorbed back within the Council's General Fund and/or CSR Reserve;
- reserves can only be used to fund 'one-off', unforeseen, costs and not offset, or underpin, any on-going revenue service delivery or pressure and
- similarly, reserves will not be used to offset any future year Medium Term Resource Plan pressures (unless there are clear action plans to address any funding gaps and the reserve is used to smooth any implementation of such plans)

3.7 Reserves can be used to 'pump prime' and/or provide limited capacity to deliver future year efficiencies (invest to save) subject to the approval (from the Section 151 Officer), of a supporting business case.

4. Earmarked (Specific) Reserves

4.1 For statutory purposes, there is only the need to maintain a single revenue reserve, the 'General Fund' Reserve. However, the Chartered Institute of Public Finance and Accountancy, (CIPFA) Code of Practice states that when reviewing medium-term financial plans and preparing annual budgets, local authorities should consider the establishment of sub reserves (known as earmarked reserves).

4.2 Earmarked reserves may be reported separately but remain legally part of the General Fund. Separate reporting of earmarked reserves has no financial reporting or legislative necessity though they are used extensively by local authorities and as such the Code requires separate disclosure of material earmarked reserves.

4.3 The main 'earmarked reserves' that are held by the Council are detailed below:

(a) Collection Fund

For NNDR the Council bears a 49% share of the risk and reward of changes in the level of National Non-Domestic Rate increases in 102 changes in yield and collection of

National Non-Domestic Rate will result in a Collection Fund surplus or deficit which will impact on the following financial year. The Council holds a Collection Fund reserve to help smooth the volatility of income. Estimates of future year surpluses or deficits are included in the Budget Setting process and reflected in the Medium-Term Resource Plan. Any shortfall incurred in a given year is made good through the Collection Fund Reserve with a corresponding adjustment made to the budgeted income levels in the following financial year.

Collection Fund income, (Council Tax and NNDR), has been volatile in recent years and is likely to continue to be volatile in future years both from the ever-changing NNDR reliefs and from the collectability of the taxes due to the cost of living crisis and economic circumstances.

(b) Adult Social Care (ASC);

Under the existing Adult Social Care contract with the Integrated Care Organisation, (ICO), the Council has maintained an element of the Council Tax precept in order to invest in future transformation and improving sustainability of the service. With the current ICO contract expiring in March 2025, a number of 'invest to save' proposals are being considered as part of the contract negotiations with colleagues from Health. These include targeted support for learning disabilities, increased capacity of the existing re-ablement service, improved governance and commissioning of services and capital investments to enable the building of extra care placements.

In addition to the core ASC reserves as maintained and managed by the Council, there is also a designated Section 256 reserve which is passported Health funding held by the Council in advance of required drawdown.

(c) Childrens Social Care

As part of the 2022/23 budget, to mitigate against volatility of cost and demand for placements, a new earmarked reserve was established with an initial level of £1.0m. Despite further investment into the 2023/24 base revenue budget, the service continues to spend above set budget by approx. £2m. The difficult provider market, with the associated high cost of placements, continues to be a regional and national issue and pending legislation which could lead to a Regional Care Co-operative provides another significant financial risk on the service moving forwards.

The key objective of this reserve is to focus on relevant 'invest to save' opportunities for the service whereby investment in one-off transformational activity can seek to drive efficiencies in relation to future on-going spend.

(d) Schools and Private Finance Initiative

The Council holds a revenue reserve which represents the end of year delegated Schools budget share balances across the Bay's Schools. Although this features within the Council's Reserve analysis, any drawdown, or top up, within this reserve is wholly reliant on, and managed by, the Schools.

In addition, the Council needs to account for the remaining time limited costs that will be incurred (above set revenue budget) for the Private Finance Initiative, (PFI), funding which expires in 2027.

(e) Reserves linked to specific funding streams

There are a number of reserves whereby the Council is required to hold funding, and account for spend, specific to the funding's required purpose. Two such reserves are the **Harbours Reserve** where a separate ring-fenced budget is maintained, reporting into the Harbour Committee, and the **Public Health Reserve** against which the Council has to evidence spend linked to identified public health outcomes, which has to be formally evidenced through annual reports.

(f) Capital Reserves

This Capital reserve is maintained to cover the risk of higher construction costs, contractor instability and higher borrowing costs in relation to projects within the approved capital programme. For some projects, there is also a risk of abortive revenue costs in relation to projects that do not proceed to completion.

The Capital reserve also contains the £400k surplus, which was delivered in 2022/23, which Full Council approved to be allocated to commission much needed staff capacity to help deliver the Council's capital investment aspirations.

A separate, IT (Capital) Replacement Reserve, is also maintained to meet the costs of priority driven replacements, and required upgrades, to the Council's ICT infrastructure. Annual charges are made to the revenue account with subsequent drawdowns from the accumulated funding subject to business case approval.

(g) Investment Reserve

The Council has invested over £235m in investment property and capital loans. Following on from HM Treasury updated guidance, the Council is no longer purchasing such assets, but it retains its previous investments.

The Investment Reserve mitigates any variations in income or costs associated with Investment Fund properties such as void and rent-free periods. The reserve was created, and is maintained, through financial contributions from the rental income received.

Any variations in rent, either from market conditions, voids or rent-free periods are regularly monitored to ensure any potential issues are mitigated in advance. Annual valuations of Commercial Assets are undertaken and included in Treasury Management reports to Audit Committee and Council.

Alongside the Investment Reserve, the Council also maintains a specific 'retail reserve' in terms of the operations and required investment in Fleet Walk.

(h) Developer Contributions

Section 106 and Community Infrastructure Levy are funds received from developers towards the cost of providing the required infrastructure linked to the delivery of specific developments. A reserve is maintained which holds the funds prior to approved drawdown and spend.

(i) Service Transformation / Re-design

Specific reserve targeted at delivering significant re-design / efficiencies through different ways of working. Recent holding, and drawdown, includes the move to an integrated Customer Relationship Management service and write-off of TorVista working capital loan (as approved by Council in September 2023)

(j) Events Reserve (including Torbay airshow)

The previous three-year reserve, which was set up to support the facilitation of various events across the Bay, was exhausted in 2023/24. A further allocation has been provided, through the January 2024 review of reserves, which will provide much needed certainty, over the medium term, for event sponsors and providers whilst enabling the Council to explore a different blend of commercial opportunities alongside public sector financial support.

(k) Housing Related Reserves

The Housing Reserves have three main components. The first is to mitigate any significant variations to the Council's Housing Benefit subsidy, (which is highly volatile and difficult to predict), with a separate sub reserve held for making discretionary housing benefit payments, (against set criteria), for our residents. Some, (residual grant), funding is also maintained for 'crisis support' grants which supplements the Council's 'exceptional hardship' budget.

(l) Highways Reserve

Funding is received for Highways capital investment works which can often be spread over more than one financial year. The reserve is maintained which holds the government funding received prior to drawdown of spend which mainly relates to works under Section 38 and 278 agreements.

(m) Treasury Management 2024/25 surplus / Oldway Maintenance Reserve

Throughout the 2023/24 financial year, as detailed in budget monitoring reports to Council, we have been achieving a surplus from financial returns on cash balances held. This has mainly been due to the exceptionally high interest rates alongside the holding of reserves and grant funding in advance of drawdown of associated spend. However, as at January 2024, interest rates have started to fall with predictions of further significant reductions in rates over the next 18 months. In addition, our holding of cash balances will significantly reduce, particularly around pump priming Adult Social Care Transformation work, (in advance of a new contract with Health from April 2025), and planned capital investment.

Due to forward investment transactions made in 2023/24, we are forecasting a further surplus of circa £950k in the 2024/25 financial year. However, it is anticipated that, from 2025/26, the annual income achievable from Treasury Management will be much more in line with the existing base revenue budget.

In December 2023, Full Council approved the masterplan outlining the future for Oldway Mansion with a corresponding recommendation to identify funding of circa £1m to proceed with the first stage of urgent repairs and maintenance work on the asset. As the proposed spend on Oldway does not reflect any 'enhancement' to the value of the asset, it is highly probable that the funding will need to be sourced through revenue, (as opposed to capital). Therefore the £950k forecasted Treasury Management surplus will be utilised to fund the required works on Oldway over the next three years whilst a funding strategy is developed for the required wider restoration works. It is anticipated that the first £200k of this funding will be drawn down within the 2024/25 financial year.

Provisions

- 4.4 In addition to earmarked and general reserves the Council also holds provisions, where appropriate, for issues where the Council has a potential liability which is likely to result in a payment but the amount and timing of the potential payment is uncertain. The council also holds provisions where there is a risk of future claims being made in areas such as **insurance** and NNDR appeals.

5. 2024/25 Review of Reserves

5.1 Adopting the principles as detailed in this Policy, the Finance Director (Section 151 Officer) has undertaken a thorough review of all reserves held by the Council as at January 2024. This review has resulted in the following action:

- Any reserves showing no financial movement over a period of two years or more, without a clear future spend commitment, have been absorbed into the General Fund Reserve or Comprehensive Spending Review Reserve;
- the General Fund Reserve has been 'topped up' to represent 5% of the Council's proposed 2024/25 Revenue budget;
- the balance of the Comprehensive Spending Review Reserve has been restored to its recommended level of £3m and,
- the Collection Fund Reserve has been thoroughly reviewed regarding the likelihood of future liabilities, (such as NNDR appeals), with a corresponding reduction in the amount now maintained;
- Known significant liabilities have been addressed, and accounted for such as £2.4m for the remaining School's PFI costs and £1.6m for the write off of TorVista Homes 'working capital' loan (as approved by Council in September 2023)

5.2 With these actions taken, and with the Principles detailed above consistently applied, as Section 151 Officer, I believe the reserves to be adequate.

5.3 The Council's Reserve Statement, as at January 2024, is detailed in Appendix 1.

Appendices

Appendix 1: Council Reserve Statement as at January 2024

Report clearance:	This Policy has been reviewed and approved by:	Date:
Director of Finance	Malcolm Coe	

Torbay Council Reserves Statement (January 2024)

Reserve Narrative	Actual 1/4/23 £000	Estimate 31/3/24 £000	Forecast 31/3/25 £000	Forecast 31/3/26 £000	Forecast 31/3/27 £000
General Fund Reserve	5,744	7,600	7,600	7,600	7,600
Comprehensive Spending Review	3,944	3,400	2,800	2,300	1,900
	9,688	11,000	10,400	9,900	9,500
Earmarked Reserves					
Collection Fund	4,526	3,200	3,000	3,000	3,000
Adult Social Care (Revenue)	4,701	4,000	2,000	1,000	0
Adult Social Care (Health Funding)	8,418	5,000	0	0	0
Children's Social Care	1,000	900	600	500	500
Schools related (incl. balances held)	3,073	3,000	3,000	3,000	3,000
(Schools) Private Finance Initiative	0	2,400	1,600	800	0
Harbours (ring-fenced)	1,038	500	600	700	800
Public Health (ring-fenced)	3,240	3,000	2,600	2,300	2,000
Other Ring-fenced funding held	472	260	0	0	0
Capital Funding Reserve	2,128	2,000	1,700	1,500	1,500
ICT Replacement	291	500	300	100	0
Investment (Commercial Assets)	3,120	3,000	3,000	3,000	3,000
Regeneration & Retail Reserve	1,019	500	500	500	500
Developer Contributions	1,115	1,000	800	800	800
Insurance Reserve / Provision	3,490	3,500	3,500	3,500	3,500
Transformation / Service re-design	1,200	1,000	400	0	0
TorVista - loan write off & 23/24 costs	0	1,615	0	0	0
TDA / TorVista transition	0	250	0	0	0
Torbay Events	0	1,000	750	500	250
Housing related reserves	1,809	1,000	750	500	250
Highways	1,155	1,000	1,000	1,000	1,000
Service Carry forwards	5,204	2,500	1,500	1,000	500
Treasury Management 24/25 (Oldway)	0	0	750	500	250
Grants received not yet spent	8,695	4,000	4,000	4,000	4,000
Other Earmarked (under £500k)	2,289	2,000	2,000	2,000	2,000
Total (Earmarked Reserves)	57,983	47,125	34,350	30,200	26,850
Total (all Reserves held)	67,671	58,125	44,750	40,100	36,350

Draft Revenue Budget 2024/2025
Children’s Services – Revenue Savings Plans for 2024-2027

Responsible Officer: Nancy Meehan, Director of Childrens Services
Cabinet Member: Councillor Nick Bye, Cabinet Member for Children’s Services

Proposal	Anticipated Outcomes	Associated Risks	Environmental Impact	Economic Impact	Equality Impact	2024/25 Estimated Impact £000
<p>Children Social Care Placements Continued focus on early help, prevention and the development of a sustainable Family Hub model to help reduce the number of children who become cared for and identify less expensive accommodation for our Care Experienced young people (including those who have previously been Unaccompanied Asylum Seeking Children).</p> <p>Review the targeted support in relation to learning disability placements and associated joint work with Health.</p>	<p>More children maintained within a family based environment.</p> <p>Improved management of high-cost placements and associated immediate and long-term costs.</p> <p>Identification and recognition of contribution required from health colleagues supporting young people.</p>	<p>Continued strain on the current market for Children’s Services placements.</p> <p>Challenges regarding influencing positive impacts on the existing care cohort and placements.</p> <p>Economic (cost of living) environment continues to place demand pressure on the service.</p> <p>Ability to recruit, and maintain, the quality staff capacity required by the service.</p>	<p>There would be no differential environmental impact.</p>	<p>Through having high aspirations for all of our children and young people, including those who are care experienced, there will be a positive economic impact across Torbay.</p>	<p>We would seek to see a positive impact on young people who are enabled to be maintained in family based placements wherever possible.</p> <p>Further details are included within the Draft Equality Impact Assessment.</p>	<p>Medium £500k to £1m</p>
<p>Home to School Transport A thorough review, and revision, of the current home to school transport provision through the promotion of independent travel and a review of single occupancy taxis, as well reduced costs of escorts</p>	<p>The promotion of independent travel enables greater independence and contributes to the skills required for transition to adulthood. The proposal would reduce the need for transport on minibuses and taxis for identified individuals.</p> <p>Single use occupancy taxis are required to support the needs of some children that dysregulate on shared transport. By consistently reviewing the risks and mitigations for individual children we will seek to ensure a return to multiple occupancy vehicles at a quicker rate.</p> <p>A more consistent and skilled workforce for our children and young people.</p>	<p>Not all young people identified for independent travel training will be able to manage all journeys/routes. This needs to be carefully risk assessed and managed through a staged process. Any reduction of bus routes and public transport will limit the impact of this action.</p> <p>Carefully assessed risks and mitigations need to be planned and reviewed for all young people on a regular basis to ensure that any changes are supportive of the identified needs of individuals</p> <p>Escort recruitment is challenging, and retention of staff is a key risk to the service to ensure all routes are covered.</p>	<p>The plans set out actions that would limit the use of individual journeys and create greater opportunities for travel by multiple occupancy vehicles and public transport, thereby having a positive climate change impact.</p>	<p>Reduced transport related costs through targeted reductions in support provided.</p>	<p>We would seek to see a positive impact on children and young people with Special Educational Needs and/or Disabilities being provided with training and support to promote independence and life skills.</p> <p>Further details are included within the Draft Equality Impact Assessment.</p>	<p>Low £50k to £500k</p>

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Draft Revenue Budget 2024/2025
Adult and Community Services – Revenue Savings Plans for 2024-2027

Responsible Officers: Joanna Williams, Director of Adult Services

Cabinet Members: Councillor Hayley Tranter, Cabinet Member for Adult and Community Services, Public Health and Inequalities
 Councillor Alan Tyerman, Cabinet Member for Housing, Finance and Corporate Services

Proposal	Anticipated Outcomes	Associated Risks	Environmental Impact	Economic Impact	Equality Impact	2024/25 Estimated Impact £000
<p><u>Integrated (Adult) Social Care Contract</u> We will work closely with our Health colleagues to identify how savings can be made in both the short and long term and will commence a fully sourced, and joined up, adult social care transformation programme focusing on elements such as reablement, learning disability support and extra care provision.</p>	<p>Maintaining a high quality of services for our residents through the adoption of a new, sustainable, medium-term contract for integrated social care from April 2025.</p>	<p>The level of spend in the existing Integrated Care Contract is significantly higher than the budget available. This financial liability currently rests with Health.</p> <p>Affordability levels for both the Council, and Health, to agree a new contract for 2025 and beyond will be a challenge with a high probability of additional resources being required.</p>	<p>The integrated care model promotes independence and support for people to remain in their own home. This results in positive outcomes with regards to mitigating the need for lengthy stays in residential / nursing / hospital placements.</p> <p>Promoting a positive social environment</p>	<p>The integrated care model promotes independence and support for people to remain in their own home. This results in positive outcomes with regards to mitigating the need for lengthy stays in residential / nursing / hospital placements.</p> <p>Promoting a positive economic environment</p>	<p>Residents will remain being assessed considering the best possible targeted support to provide the care required through the integrated model.</p> <p>Further details are included within the Draft Equality Impact Assessment.</p>	<p>High £1m+</p>
<p><u>Focus on prevention and relief of homelessness</u> Continued strategic work to improve accommodation pathways and commissioning plans. To explore/clarify use of grant funding from Homes England;</p> <p>Additional focus on:</p> <ul style="list-style-type: none"> - Homelessness preventative work; - Housing Management subsidy arrangements; - Grant funding from Homes England; - Implementation of a Temporary Accommodation charging procedure. 	<p>Wherever practical and feasible, maintaining people within stable, sustainable, self-funded housing through targeted intervention.</p> <p>Optimisation of housing subsidies and available grants to provide a more sustainable costing model for the Council.</p> <p>Additional income to offset costs through encouraging individuals to budget for their living costs</p> <p>Continue to focus on timely move-on from temporary accommodation.</p>	<p>The current economic climate continues to place demand pressure on the service.</p> <p>Lack of affordable housing and social rent provision across Torbay.</p> <p>High cost of existing temporary accommodation placements.</p>	<p>There would be no differential environmental impact.</p>	<p>Supporting individuals, and families, to remain in stable, sustainable housing provision will have a positive economic impact.</p>	<p>All individuals, and families, will continue to be assessed based on their identified needs without prejudice.</p>	<p>Medium £500k to £1m</p>

Draft Revenue Budget 2024/2025
Pride in Place – Revenue Savings Plans for 2024-2027

Responsible Officers: Alan Denby, Director of Pride in Place

Cabinet Members: Councillor Adam Billings, Cabinet Member for Pride in Place, Culture, Events and Parking,

Proposal	Anticipated Outcomes	Associated Risks	Environmental Impact	Economic Impact	Equality Impact	2024/25 Estimated Impact £000
<p>SWISCO Contract Fee Reduction in SWISCO contract fee as a result of continued investment in improved back-office functions, new technology and vehicles, and through the opportunity for further commercial growth.</p>	Further efficiencies enabling the management fee payable to SWISCO to be reduced (whilst maintaining and improving service quality)	There are risks associated with the achievement of this proposal if prices and associated costs to SWISCO continue to rise, resulting in financial pressures in 2024/25.	There would be no differential environmental impact although technology (such as route mapping) has a positive impact on travel incurred.	There would be no differential economic impact.	There would be no differential equality impact.	Low £50k to £500k
<p>Optimisation of Council Assets Review and revision of the strategy and criteria for holding / investing / disposing of high value assets.</p>	Optimisation of the Council’s asset base. Potential for freeing up funding to facilitate Council borrowing for Torbay regeneration and local capital investment.	There are minimal risks associated with this proposal. Potential risk of on-going lost revenue income if disposing of existing commercial asset(s) which will need to be mitigated through clear Business Cases (prior to any disposal).	There would be no differential environmental impact. However, environmental impacts will need to be considered when planning any further investment in, (or acquisition of), assets.	Potential greater positive economic impact for Torbay if funding from existing assets is prioritised into local capital investment.	There would be no differential equality impact.	Medium £500k to £1m
<p>Events Consider options for a more financially sustainable (commercial) model for Council delivery of major events held across Torbay.</p>	Reduce reliance on one-off reserve funding. Provide greater certainty and assurance to event organisers and promoters.	Risk that there might not be a commercial model available to mitigate Council subsidy.	Any alternative options will consider relevant environmental impacts.	Maintaining a healthy and comprehensive events programme has a significant positive impact on the local economy.	Equality Impact Assessments will be undertaken if any alternative arrangements are considered by the Council.	Low £50k to £500k

Draft Revenue Budget 2024/2025
Corporate Services – Revenue Savings Plans for 2024-2027

Responsible Officers: Matthew Fairclough-Kay, Director of Corporate Services
Cabinet Members: Councillor Alan Tyerman, Cabinet Member for Housing, Finance and Corporate Services

Proposal	Anticipated Outcomes	Associated Risks	Environmental Impact	Economic Impact	Equality Impact	2024/25 Estimated Impact £000
<p>Legal Services Undertake a review of current staffing resource within Legal Services to include:</p> <ul style="list-style-type: none"> - Review current demand and usage of Legal Services and the internal commissioning arrangements across services; - Consider alternative delivery arrangements including shared services and / or shared commissioning of external legal support; - Review current market supplements to understand if further increases would improve recruitment and reduce costs. 	<p>Better understanding of where demand sits proportionally within the Council and more accurate charging across Services.</p> <p>Improved recruitment of solicitors, resulting in less reliance on the use of agency staff, with associated cost savings.</p> <p>Ultimately ensuring that Value for Money is delivered through Legal Services support.</p>	<p>Increased costs from market supplements might still be unable to recruit into vacant posts.</p> <p>Demand for legal services continue to rise in excess of capacity available.</p>	<p>There would be no differential environmental impact.</p>	<p>There would be no differential economic impact although action will ensure that Value for Money is delivered by the service.</p>	<p>There is no differential equality impact.</p>	<p>Low £50k to £500k</p>
<p>Streaming of Council Meetings Review live streaming of public meetings, including the purchase of suitable equipment and look to use internal meetings rooms instead of hiring external rooms.</p>	<p>Reduction in the costs associated with the live streaming of meetings.</p>	<p>Less engagement from the community in Council decision making and governance arrangements (can be partially mitigated by implementing alternative arrangements) if new streaming arrangements are less engaging.</p>	<p>Potential risk of additional travel to meetings if new streaming arrangements are not successful.</p>	<p>There would be no differential economic impact.</p>	<p>Risk that individuals who are unable to drive or who have mobility challenges find it too difficult to attend meetings that they would wish to attend should new streaming arrangements be unsuccessful.</p> <p>Further details are included within the Draft Equality Impact Assessment.</p>	<p>Low £50k to £500k</p>

Draft Budget 2024/25 Equality Impact Assessment

Overview

This draft Equality Impact Assessment (EIA) assesses the proposed council budget for 2024/25, which will be launched for consultation by Cabinet on 9 January 2024 and subsequently full Council in late February 2024. This EIA specifically assesses the potential impact of the proposal to increase Council Tax, the proposal to increase fees and, the proposal to review the venue and streaming of council meetings. The EIA considers the potential impacts arising from budget management proposals on those with protected characteristics. Given the close links between vulnerability and socioeconomic inequality, the EIA also considers the impact of proposals from this perspective. Torbay ranks the 38th most deprived upper tier local authority in England out of a total of 151 local authorities, according to the Indices of Multiple Deprivation (IMD) 2019.

This EIA does not fully assess Revenue Savings Plans for each department as these will be further assessed as the proposals develop and go through the decision-making cycle independently. Where departments are receiving additional funding, for example, through the Events Reserve, attention will be given to ensure that equality considerations are factored into spending decisions.

The Revenue Savings Plans currently being considered as part of the budget setting and the ongoing management of budget pressures throughout 2024/25 include:

Children's services

- Children Social Care Placement
- Home to school transport

Adult and Community Services

- Integrated Adult Social Care Contract
- Focus on prevention and relief of homelessness

Pride in Place

- SWISCO contract fee
- Optimisation of council assets
- Events

Corporate Services

- Legal services

- Venue and streaming of council meetings

Council Tax

In determining the funding settlement for local authorities, the government has assumed that councils would increase council tax by a maximum of 2.99% with an additional 2% increase for the adult social care precept. In recognition of the ongoing significant spending pressures facing adult social care and to support the integrated arrangement with the NHS, it is proposed that the 2% adult social care precept is charged in 2024/2025.

Recognising the cost-of-living pressures that our residents continue to face, the Cabinet is proposing to increase Council Tax below the government cap with an increase of 2.75% rather than the 2.99% cap. This will allow us to increase the support that is available to support the communities who need it the most and to continue to invest in services while minimising as much as possible the financial impacts for our residents.

Whilst it is not possible to fully mitigate the impact of Council Tax increases, Torbay Council operates a Council Tax Support Scheme which limits the amount of Council Tax that eligible recipients are required to pay to up to 75%. The current Council Tax Support Scheme caseload has been analysed to help identify if there may be an indirect impact on one or more groups with protected characteristics because of the proposed increases to Council Tax. Where available, this information has been included in the evidence for each group of people with protected characteristics below. Other data included within the EIA has been sourced from the Joint Strategic Needs Assessment.

Fees and charges

It is proposed that fees and charges across Council services will generally increase in line with estimated inflation for 2024/25, by 4%. This will include car park charges, with increased levels of income offsetting increased prices and cost pressures within the service. There will be some exceptions, in particular planning fees where national rates will result in more significant increases.

Protected characteristics under the Equality Act	Data and insight	Equality considerations including any adverse impacts	Mitigation activities	Lead department and timeframe
Age	<ul style="list-style-type: none"> • 18 per cent of Torbay residents are under 18 years old. • 55 per cent of Torbay residents are aged between 18 to 64 years old. • 27 per cent of Torbay residents are aged 65 and older. 	<p>Revenue saving plans Due to their overrepresentation as service users, older people could be disproportionately impacted by revenue saving plans in Adult Social Care.</p> <p>Due to their overrepresentation as service user children and younger people could be</p>	<p>Revenue saving plans Services will continue to take a case-by-case approach and person/ child centred approach in their delivery of services to ensure that individuals receive support tailored to their individual needs and</p>	Director of Adult and Community Services and Director of Children’s Services to assess the

	<p>This age profile can lead to significantly higher demand for health and care services tailored towards an older population.</p> <p>Council Tax Support Scheme caseload data Pension age households represent just over 44.7% of the current Council Tax Support caseload.</p>	<p>disproportionately impacted by revenue saving plans in Children’s Services especially around home to school transport budget decisions.</p> <p>Council Tax and fees and charges Older people may be disproportionately impacted by increases to Council Tax and fees and charges due to the increased likelihood of them experiencing poverty during retirement. Younger people may be disproportionately impacted by increases to Council Tax due to the increased likelihood of them experiencing low earnings.</p>	<p>circumstances. To ensure that equality is fully considered, individual decisions will be further assessed as proposals develop and go through the decision-making cycle independently. In addition, where relevant existing council policies will continue to be followed to ensure that service delivery is equitable.</p> <p>Council Tax and fees and charges A Council Tax Support Scheme is in place which limited the amount that eligible applicants are required to pay to 75%. The Exceptional Hardship Fund is also available to provide financial support to eligible applicants facing exceptional financial hardship.</p>	<p>impact of budget savings within their departments.</p> <p>Financial Services Continue to raise awareness of the Council Tax Support Scheme.</p>
Carers	<p>At the time of the 2021 census there were 14,900 unpaid carers in Torbay. 5,185 of these provided 50 hours or more of care. Unpaid carers require support to help deliver this care and to look after their own health and wellbeing.</p>	<p>Revenue saving plans Due to their overrepresentation as both direct service users and service beneficiaries’ carers may be disproportionately impacted by revenue saving plans in Adult Social Care and Children’s Services provisions.</p> <p>Council Tax and fees and charges Carers may be disproportionately impacted by increases to Council Tax and fees and charges</p>	<p>Revenue saving plans Services will continue to take a case-by-case approach and person/ child centred approach in their delivery of services to ensure that individuals receive support tailored to their individual needs and circumstances. To ensure that equality is fully considered,</p>	<p>Director of Adult and Community Services and Director of Children’s Services to assess the impact of budget</p>

		<p>due to the increased likelihood of them experiencing poverty.</p>	<p>individual decisions will be further assessed as proposals develop and go through the decision-making cycle independently. In addition, where relevant existing council policies will continue to be followed to ensure that service delivery is equitable.</p> <p>Council Tax and fees and charges A Council Tax Support Scheme is in place which limited the amount that eligible applicants are required to pay to 75%. The Exceptional Hardship Fund is also available to provide financial support to eligible applicants facing exceptional financial hardship.</p>	<p>savings within their departments</p> <p>Financial Services Continue to raise awareness of the Council Tax Support Scheme and to ensure that equality is considered.</p>
<p>Disability</p>	<p>In the 2021 Census, 23.8% of Torbay residents answered that their day-to-day activities were limited a little or a lot by a physical or mental health condition or illness. This was significantly higher than England (17.3%) and South West (18.6%), the difference was particularly marked in those stating that their day-to-day activities were limited a lot.</p>	<p>Revenue saving plans Due to their overrepresentation as service users people with disabilities may be disproportionately impacted by budget management decisions in Adult Social Care and Children’s Services provisions.</p> <p>Council Tax and fees and charges People with disabilities may be disproportionately impacted by increases to Council Tax and fees and charges due to the</p>	<p>Revenue saving plans Services will continue to take a case-by-case approach and person/ child centred approach in their delivery of services to ensure that individuals receive support tailored to their individual needs and circumstances. To ensure that equality is fully considered, individual decisions will be further assessed as proposals develop</p>	<p>Director of Adult and Community Services and Director of Children’s Services to assess the impact of budget savings</p>

	<p>Council Tax Support Scheme caseload data Around 2% of all working age households receive a Disability or Severe Disability Premium.</p>	<p>increased likelihood of them experiencing poverty.</p> <p>Venue and streaming of council meetings People with disabilities may be disproportionately impacted by the decision to change the venue of the council's meetings as they may find it more difficult to travel to in person meetings.</p>	<p>and go through the decision making cycle independently. In addition, where relevant existing council policies will continue to be followed to ensure that service delivery is equitable.</p> <p>Council Tax and fees and charges A Council Tax Support Scheme is in place which limited the amount that eligible applicants are required to pay to 75%. The Exceptional Hardship fund is also available to provide financial support to eligible applicants facing exceptional financial hardship.</p> <p>Venue and streaming of council meetings Meeting dates will continue to be published in good time to encourage maximum attendance. Minutes of the meeting are published online so that those unable to attend can stay informed of Council decisions. Consideration will be given to ensuring that any alternative venues are accessible and that reasonable adjustments are put in place where required.</p>	<p>within their departments.</p> <p>Financial Services Continue to raise awareness of the Council Tax Support Scheme and to ensure that equality is considered.</p> <p>Corporate Services to ensure that Council meetings remain accessible.</p>
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<p>Gender Reassignment</p>	<p>In the 2021 Census, 0.4% of Torbay's community answered that their gender identity was not the same as their sex registered at birth. This proportion is similar to the Southwest and is lower than England.</p>	<p>Revenue saving plans People with the protected characteristic of gender reassignment may disproportionately impacted by reductions in Adult Social Care and Children's Services provisions if the ability to put in place appropriate and considered care and support is limited.</p>	<p>Revenue saving plans Services will continue to take a case-by-case approach and person/ child centred approach in their delivery of services to ensure that individuals receive support tailored to their individual needs and circumstances. To ensure that equality is fully considered, individual decisions will be further assessed as proposals develop and go through the decision making cycle independently. In addition, where relevant existing council policies will continue to be followed to ensure that service delivery is equitable.</p>	<p>Director of Adult and Community Services and Director of Children's Services to assess the impact of budget savings within their departments.</p>
<p>Marriage and civil partnership</p>	<p>Of those Torbay residents aged 16 and over at the time of 2021 Census, 44.2% of people were married or in a registered civil partnership.</p>	<p>There are no expected adverse impacts anticipated.</p>	<p>Not applicable.</p>	<p>Not applicable.</p>
<p>Pregnancy and maternity</p>	<p>Over the period 2010 to 2021, the rate of live births (as a proportion of females aged 15 to 44) has been slightly but significantly higher in Torbay (average of 63.7 per 1,000) than England (60.2) and the South West (58.4). There has been a notable fall in the numbers of</p>	<p>Venue and streaming of council meetings Those who are pregnant or recently had a child may be disproportionately impacted by the decision to change the venue of public meetings as they may find it more difficult to travel to in person meetings.</p>	<p>Venue and streaming of council meetings Meeting dates will continue to be published in good time to encourage maximum attendance. Minutes of the meeting are published online so that those unable to attend can stay informed of Council decisions. Consideration will be given to</p>	<p>Corporate Services to ensure that Council meetings remain accessible.</p>

	live births since the middle of the last decade across all geographical areas.		ensuring that any alternative venues are accessible and that reasonable adjustments are put in place where required.	
Race	In the 2021 Census, 96.1% of Torbay residents described their ethnicity as white. This is a higher proportion than the South West and England. Black, Asian and minority ethnic individuals are more likely to live in areas of Torbay classified as being amongst the 20% most deprived areas in England.	<p>Revenue saving plans Revenue savings plans in Adult Social Care and Children’s Services provisions may disproportionately impact people from different cultural backgrounds if the ability to put in place culturally appropriate and considered care and support is limited.</p> <p>Council Tax and fees and charges People from black, Asian and minority ethnic backgrounds may be disproportionately impacted by increases to Council Tax and fees and charges due to the increased likelihood of financial insecurity.</p>	<p>Revenue saving plans Services will continue to take a case-by-case approach and person/ child centred approach in their delivery of services to ensure that individuals receive support tailored to their individual needs and circumstances. To ensure that equality is fully considered, individual decisions will be further assessed as proposals develop and go through the decision making cycle independently. In addition, where relevant existing council policies will continue to be followed to ensure that service delivery is equitable.</p> <p>Council Tax and fees and charges A Council Tax Support Scheme is in place which limited the amount that eligible applicants are required to pay to 75%. The Exceptional Hardship fund is also available to provide financial support to eligible applicants facing exceptional financial hardship.</p>	<p>Director of Adult and Community Services and Director of Children’s Services to assess the impact of budget savings within their departments</p> <p>Financial Services Continue to raise awareness of the Council Tax Support Scheme and to ensure that equality is considered.</p>

<p>Religion or belief</p>	<p>64.8% of Torbay residents who stated that they have a religion in the 2021 census.</p>	<p>Revenue Savings Plans Revenue savings plans in Adult Social Care and Children’s Services provisions may impact people from different cultural backgrounds if the ability to put in place culturally appropriate and considered care and support is limited.</p>	<p>Revenue saving plans Services will continue to take a case-by-case approach and person/ child centred approach in their delivery of services to ensure that individuals receive support tailored to their individual needs and circumstances. To ensure that equality is fully considered, individual decisions will be further assessed as proposals develop and go through the decision making cycle independently. In addition, where relevant existing council policies will continue to be followed to ensure that service delivery is equitable.</p>	<p>Director of Adult and Community Services and Director of Children’s Services to assess the impact of budget savings within their departments.</p>
<p>Sex</p>	<p>51.3% of Torbay’s population are female and 48.7% are male</p> <p>Council Tax Support Scheme caseload data</p> <p>Based on current data there is a higher percentage of working age women claiming Council Tax Support 4,048 (61%) when compared to their representation in the Torbay population 71,493 (51.31%). There are 1,842 lone parents receiving Council Tax Support, which represents 28% of</p>	<p>Council Tax and fees and charges Females may be disproportionately impacted by increases to Council Tax and fees and charges due to the increased likelihood of lone parent households experiencing poverty.</p>	<p>Council Tax and fees and charges A Council Tax Support Scheme is in place which limited the amount that eligible applicants are required to pay to 75%. The Exceptional Hardship fund is also available to provide financial support to eligible applicants facing exceptional financial hardship.</p>	<p>Financial Services Continue to raise awareness of the Council Tax Support Scheme and to ensure that equality is considered.</p>

	all working age households. 1,703 or 92.4% of lone parent households are women.			
Sexual orientation	In the 2021 Census, 3.4% of those in Torbay aged over 16 identified their sexuality as either Lesbian, Gay, Bisexual or, used another term to describe their sexual orientation.	Revenue saving plans Revenue savings plans in Adult Social Care and Children’s Services provisions may impact people from LGBT+ communities if the ability to put in place appropriate and considered care and support is limited. Due to the limited data collected locally, it is not possible to fully understand the possible impacts on this group of service users.	Revenue saving plans Services will continue to take a case-by-case approach and person/ child centred approach in their delivery of services to ensure that individuals receive support tailored to their individual needs and circumstances. To ensure that equality is fully considered, individual decisions will be further assessed as proposals develop and go through the decision making cycle independently. In addition, where relevant existing council policies will continue to be followed to ensure that service delivery is equitable.	Director of Adult and Community Services and Director of Children’s Services to assess the impact of budget savings within their departments

Capital Strategy 2024/2025

January 2024

DRAFT FOR CONSULTATION

Budget 2024-2025

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1. Introduction

The Council has a range of capital resources at its disposal, which are used to deliver services and to achieve strategic objectives. These resources include land and buildings, such as offices, schools, parks and open spaces, leisure centres and more.

The Council's ability to maintain these assets, in order to ensure and enhance their role in the delivery of services, is crucial to its financial resilience. If assets fall into disrepair, and are no longer able to fulfil their primary purpose, the Council's ability to deliver the associated services is impaired, and it has resources tied up in sub-optimal assets.

Planning and managing the use of the Council's capital resources is, therefore, vital. This includes understanding the role that these assets play in the delivery of services and ensuring that the Authority's asset base remains fit for purpose.

The Capital Strategy provides a high-level overview of how capital expenditure, capital financing, investments, liabilities and treasury management activity contribute to the provision of services, together with an overview of how the associated risk is managed, and the implications for future financial sustainability.

The Corporate Asset Management Plan provides information on the sustainability of these assets, and the efficient use of the asset portfolio to provide value for money. This Plan is available on the Council's website.

When incurring capital expenditure there is an element of risk that needs to be managed by the Council. This risk could be:

- the probability of whether an asset will deliver the projected outcomes;
- the accuracy of the forecasted future running costs and income at the time of acquisition;
- whether it is prudent to borrow for this expenditure

Like other authorities, the Council previously purchased property to provide multiple benefits, including an investment return. This investment return has provided an income stream to the revenue budget and helped to offset some of the budget pressures arising from increased demand and reduced funding from central government. The Council, whilst no longer acquiring such assets, manages existing assets which will have different characteristics and risks.

During the past three years HM Treasury have taken actions to prohibit the purchase of investment assets bought primarily for yield. Torbay Council removed any further such purchases ('debt for yield') from its capital plans. In May 2022, the HM Treasury Public Works Loans Board (PWL) Borrowing guidance was further updated by reinforcing its expectation that councils do not engage in more commercial activity such as the purchase of investment property and avoid activity that is "primarily for yield". The Council has to submit information to HM Treasury on an annual basis to demonstrate compliance with the guidance. The guidance further defines "regeneration" with a list of characteristics of what HM Treasury would regard as a permissible regeneration project. In summary the Council can only undertake regeneration projects to address market failure, acting only when the private sector cannot deliver and the Council is making a change to

the asset by significant investment or significant change. These regulations apply to all types of borrowing (not just from PWLB).

Economic Conditions

During 2023/24 the Council's capital programme experienced further significant increases in costs owing to instability in the contractor market, and to rises in borrowing costs; the impact of these market challenges is likely to continue over the next few years. These changes reduce the financial viability of capital projects, including those being funded by grants, where the grants have not increased to meet the increased costs.

Where it is considered necessary to proceed with a capital project, (say to secure grant funding or to complete a project already started), the Council can allocate additional borrowing to that project; however, the impact of the additional borrowing costs will need to be assessed and funded in future year revenue budgets.

These additional costs do not alter the Capital Strategy, but rather focus attention that compliance with both the Capital Strategy and the Prudential Code is vital to ensure that capital expenditure and investment decisions are "prudent, affordable and sustainable".

Regulation

Authorities are required by regulation to have regard to the Prudential Code for Capital Finance in Local Authorities (2021) when carrying out their duties in England and Wales under Part 1 of the Local Government Act 2003. The key message from the Code is, in relation to capital expenditure, the consideration of Prudence, Affordability and Sustainability.

CIPFA's Prudential Code provides a framework for the self-regulation of the authority's capital financing arrangements. It requires local authorities to set limits on the amount they can afford to borrow in the context of wider capital and revenue planning.

A Capital Strategy is part of the Prudential Code requirements and sets out the long-term context in which capital expenditure and investment decisions are made; the strategy must give due consideration to both risk and reward and to the impact of the strategy on the achievement of the authority's priority outcomes.

The Financial Management Code of Practice has been issued by CIPFA 'to provide guidance for good and sustainable financial management in local authorities and will provide assurance that authorities are managing resources effectively'. The Financial Management Code applies to all local authorities and brings together statutory requirements and Codes of Practice into one document.

The Capital Strategy will therefore need to reflect the standards outlined in the CIPFA Financial Management Code of Practice.

Objectives of the Capital Strategy

The Capital Strategy is one of the Council's key documents; it provides a medium/long term plan, consistent with the plans and strategies shown below, to provide a fully integrated and transparent Plan for the Council:

- Corporate Asset Management Plan;
- Medium Term Resource Plan;
- Capital Investment Plan;
- Revenue Budget;
- Treasury Management Strategy;
- Regeneration Fund Strategy

The Capital Strategy is therefore the policy framework document that sets out the principles to be used to guide the allocation of capital investment across all the Council's services. It informs decisions on capital spending priorities within the Council's 4-year Capital Investment Plan. In addition, as part of the Strategy, the Director of Finance, (Chief Finance Officer), reports explicitly on the affordability and risk associated with the Capital Strategy.

Inevitably the full picture of the control system around the Council's wide range of capital expenditure, and its funding, is reflected in a range of documents, monitoring and management arrangements.

Capital investment is defined as: "*Expenditure on the acquisition, creation, or enhancement of 'non-current assets'* i.e. items of land, property and plant which have a useful life of more than one year". Expenditure outside this definition will therefore be classified as revenue expenditure.

Most non-current assets are properties that are used in service delivery. The Council's land, buildings and infrastructure asset base had a Balance Sheet value as at 31/03/23 of approx. £608 million (compared to £600m at 31/03/22), of which £182 million, (compared to £211m as at 31/03/22), are Investment Properties. The outstanding borrowing as at 31/03/23 was £383m, (compared to £389m at 31/03/22), with £27m of long-term liabilities in relation to PFI schemes. The Council repaid several long term loans in November 2023, reducing overall borrowing to £364m (as at 30 November 2023)

The Capital Strategy is presented to Council as a part of the Policy Framework, and links with both the Treasury Management Strategy, Medium Term Resource Plan and the Corporate Asset Management Plan (being the key operational asset plan covering repairs and maintenance).

In considering the principles, the Council needs a balance between guidance and prescription to allow a flexible approach to be taken but reflective of times of uncertainty. This Strategy focuses on the key policies for the allocation of capital resources to schemes in line with Council priorities and statutory responsibilities.

2. Guiding Principles

Approach to Borrowing

The Council is able to borrow money on the money market or from the Public Works Loans Board (PWLB) to fund capital schemes or, on a short-term basis, is able to use its own internal resources (i.e., cash flow). However, for all capital schemes initially funded from borrowing, the Council will have to fund the principal repayment and interest costs.

All schemes funded from prudential borrowing are approved by Full Council, although in some cases approval of individual schemes within an overall allocation agreed by Council have an alternative delegated approval process.

The Prudential Code requires authorities to ensure that decisions for capital expenditure are made with sufficient regard to the long-term financing implications, and potential risks, to the authority - including effective due diligence.

Due to the high level of existing Council borrowing, and viability and affordability issues across a number of approved capital projects, the Council has renewed its approach to setting a Capital Investment Plan for 2024/25, only detailing the specific stages, (gateways), of individual projects based on the corresponding funding available. Various grants received, or due to be received, by the Council will be held within a 'project pending' list awaiting drawdown subject to robust and realistic business cases. By taking this approach the specified need for future Council borrowing has been significantly reduced with any new borrowing required being closely scrutinised in terms of security of repayment and fit within the Council's overall debt portfolio.

The Council takes a prudent approach to new borrowing, paying particular regard to the robustness of the business case, including forward projections of affordability; the aim is for projects to be self-funding (i.e. create a revenue stream so that the cost of borrowing is cost neutral). Based on current economic forecasts, an interest rate of 4.5% should be assumed for any new borrowing in 2024/25.

Following the changes to PWLB the Council no longer acquires commercial properties using 'debt for yield'; however, the risks around income on the properties previously purchased, and the ongoing cost of the borrowing, will still need to be managed. All new proposals for a self-funding or invest-to-save scheme supported by borrowing, must have a robust business case that is presented to the Council's Finance Director, (Chief Finance Officer), prior to approval by Full Council.

Each business case, as appropriate, must clearly identify and consider the ongoing revenue implications of:

- fixed interest and principal repayment costs;
- associated income stream(s) and sensitivity analysis;
- volatility of the income stream(s);
- the contribution to the General Fund and breakeven points;
- the sensitivity of that contribution;

- achieving the target return linked to the purpose of the spend;
- ensuring asset value exceeds outstanding debt;
- demonstrating value for money;
- project sustainability;
- exit strategy and costs

All of the above need to be considered for the whole life of the asset.

Each business case must clearly identify and consider the ongoing balance sheet implications of:

- the change in the level of Council debt;
- address how changes in asset value will be funded, i.e. capital appreciation and impairment, and the total of assets funded by borrowing;
- maintenance of asset to ensure sustainable use

To ensure all Members are fully informed of the risks and rewards associated with borrowing, reporting will include:

- total Council debt;
- the underlying assets funded by that debt;
- affordability - ongoing revenue costs of principal and interest;
- income streams associated with that asset;
- implications of changes in asset values or income streams

To support its revenue budget the Council will continue to evaluate any capital investment projects, (whether the expenditure is either fully-Council, or shared with partners), that will produce an ongoing revenue income stream for the Council, as part of service delivery, or reduces on-going revenue requirements.

There may be the need for borrowing that has no identifiable future revenue stream, for example, to repair or construct infrastructure assets. Here a broader view can be taken of the value of repairing the asset to the overall economy of the Bay. Such cases must be exceptional in nature as the Council will need to set on-going revenue budget provision for meeting the cost of such borrowing.

Where economic conditions impact the costs of a scheme, and additional borrowing may be deemed necessary for completion of a project, the cost of such borrowing falls on the revenue budget through repayments of debt on the Council's revenue account over a specified period. There may still be a need for such borrowing, but each proposal will be reviewed on a case-by-case basis, with the project re-evaluation clearly stating how the borrowing is to be afforded. Given the ongoing financial challenges facing the Public Sector over the next few years, it is important that such schemes are exceptions.

The Council's Treasury Management Strategy provides further information on the Council's borrowing strategy for the coming financial year which is detailed as [Appendix 1](#).

www.torbay.gov.uk/council/policies/finance-policies/treasury-management/

Long Term Capital Liabilities

The Council can also finance capital expenditure by means of a long term Private Finance Initiative (PFI) contract, whereby a private sector company will build and then supply an asset back to the Council for a specified number of years (usually with services as well). At the end of the contract the asset transfers to the ownership of the Council. The value of the asset, and the associated liability over the life of the contract to fund that asset, is reflected on the Council's balance sheet. As with borrowing, any Council decisions on agreeing contracts that result in long-term liabilities are made with sufficient regard to the long-term financing implications and potential risks to the authority and include effective due diligence.

Councils may also lease assets for service delivery rather than purchase. Depending on the lease terms, including the length of lease, these assets, and the associated liability over the life of the lease to fund that asset are reflected on the Council's balance sheet. Changes in International Financial Accounting Standards (IFRS16) in relation to lease recognition are planned to be introduced in 2024/25 (with a restated comparative year of 2023/24) and will result in the leased assets and liabilities being reflected on the Council's balance sheet.

Grant Allocations

The Council receives capital grant funding from central government and can bid for grant funding directly to government departments, or from other grant awarding bodies. Such recent awards include Town Deal Funding for Torquay, (£21.3m), Future High Streets Fund for Paignton, (£13.9m), £20m Levelling Up Fund Round 3, £20m Long Term Plan for Towns for Torquay, and a presumptive £20m for the bay through the Levelling Up Partnership.

All significant capital grants received will be reported to Council. The presumption is that the grants will be allocated in line with the service intentions of the identified government body awarding the grant; however, on occasions, the Council will seek to reallocate funding for certain projects that either (a) can no longer be delivered within the specified timespan of the grant and/or (b) costs of the project differ significantly from the original bid and subsequent grant allocated.

The Council continues to bid for additional external grant funding for schemes which support corporate priorities or statutory service objectives, and where it can be proved that the project is sustainable, and requirements for match-funding, and any future revenue consequences have been considered and approved. All bids are agreed with the Director of Finance prior to submission. Where external grants are used, the grant conditions (linking the capital grant to the future use of the asset) must be adhered to.

The governance around capital bids and acceptance of capital funding requires:

- (i) that Council Directors ensure all bids submitted for their portfolio are checked for accuracy;
- (ii) that significant decisions made by Officers should each have a formal Record of Decision;
- (iii) that all bids for Government money must be made and submitted in accordance with the Council constitution and relevant policies;

- (iv) that the Council's Finance Director signs off any bid that requires the Council to provide match funding and/or might result in on-going spend being incurred by the Council.

Having received formal approval of grant funding awards, the Council will maintain an active list of all such funding in a 'Grant Project Pending' list awaiting formal business cases to be developed, and approved, demonstrating full delivery, and targeted outcomes, from capital investment. The Council's Grant Project Pending list as at January 2024, is detailed in [Appendix 2](#).

Construction and delivery costs of specific projects will only move from the grant pending list to the formal approved Council Capital Investment Programme following Business Case approval which must include a robust analysis of costs and sources of funding available to complete.

3. Capital Receipts and Capital Contributions

The Council receives capital receipts and capital contributions from:

- Asset Disposals
- Right-to-Buy Clawback
- Section 106 agreements and Community Infrastructure Levy (CIL)
- Repayment of loans for a capital purpose

Asset Disposals

Purchases of assets are primarily to be retained in the long term. However, the benefit of selling the assets will be regularly reviewed by the Director of Pride of Place for potential disposal at which point any outstanding debt will be repaid. The review will need to consider the resulting impact on the Council's revenue budget and any impact of operational delivery from the lost income stream and any costs of disposal.

The policy is to pool all receipts from the sale of all assets sold to support the Capital Investment Plan in line with funding the Council's priorities, including the potential sale of any investment properties. The Capital Investment Plan might have a capital receipts target, and all capital receipts received should be allocated to support this target and not allocated to new schemes. An asset disposal will be deemed to occur when the Council transfers the freehold or a long lease (usually for leases over 40 years where the lease term is significant compared to the asset life).

The Council will aim to maximise its capital receipts, where possible, by enhancing the land prior to disposal, e.g., by obtaining planning permission or providing a development plan. As appropriate the Council may dispose of assets by tender or by public auction. A direct sale can be transacted however, such a transaction must be supported by a 'Red Book Valuation' demonstrating that the sale price represents appropriate 'value' for the Council.

Asset Disposals at nil consideration or below market value

In considering asset disposals, the Council will comply with its Asset Management Framework and the need to consider the policy on Community Asset Transfers. The Council will consider, on a

case-by-case basis, the potential transfer of assets to an alternative provider after a full assessment of the long term (full life) risks and rewards of the transfer, including the achievement of best value, including potential market value, linked to the Council's aims and objectives.

The Localism Act 2011 introduced the "Community Right to Bid" and placed a duty upon local authorities in England to maintain a list of assets of community value. Once an asset is "Listed" any disposal will be under the Community Asset Transfer policy, or for market value by tender/auction.

Where the Council proposes to dispose of, or grant a long lease, at nil consideration or at a value below market value, this is required to be approved by Cabinet. This will also apply where the disposal is for a community or service benefit.

Right-to-Buy Clawback

100% of these receipts are currently used to support the provision of the approved Housing Strategy, although this policy could be reviewed to provide additional resources for projects in other service areas.

Section 106 contributions and Community Infrastructure Levy (CIL)

Section 106 monies are received from developer contributions through the planning system. Unless there are service specific conditions on the use of the S106, the monies should be used to support existing Council priorities and commitments rather than be allocated to new schemes.

Any monies received for infrastructure from the Community Infrastructure Levy will not be allocated to a specific service but will be allocated under the CIL arrangements, ("the Regulation 123 List"), in line with Council's Capital Investment Plan priorities, including any specific funding requirements, with the allocation of the "neighbourhood proportion" made after the funds have been received.

Repayment of loans for a capital purpose

Where the Council provides a loan for a capital purpose this will be approved by Full Council and accounted for as capital expenditure. The repayment of a loan by the borrower will be treated as a capital receipt; however, any receipts of this nature will be specifically applied to reduce the value of the Council's outstanding loans.

Capital Receipts Strategy

The Department of Levelling Up, Housing and Communities (DLUHC) have continued to revise their statutory guidance in relation to the Local Government Act 2003 on the use of capital receipts for the period to March 2025. This provides Councils with the flexibility to use capital receipts for "*the revenue costs of service reform*". This flexibility is subject to a Strategy for the use of capital receipts being approved by Full Council, and for the Council to submit "*planned use of the flexibility*" to DLUHC in advance of the financial year.

Potential uses for capital receipts, (subject to the capital receipts being received and Council approval of changes to capital plan), would be applied to any implementation costs for the

Council's transformation programme. DLUHC within their statutory guidance have included a number of examples of the type of expenditure that would meet the definition of "revenue costs of service reform".

The Council has not used this flexibility to date and there is no plan for its use in the 2024/25 revenue budget.

4. Revenue and Reserves

The Council can use revenue funding and reserves for capital schemes. The Council's policy is generally not to use revenue or reserve funds to directly fund capital projects beyond the initial feasibility stage of a project.

Once a revenue contribution has been applied to a capital project it cannot be returned to revenue. However, the Council would be able, subject to the approval of the Director of Finance, to use prudential borrowing to replace any revenue or reserve funding used or proposed to be used. This will result in a one-off return of revenue funding to the Council's revenue budget, offset by higher Minimum Revenue Provision, (MRP), and interest costs to fund the prudential borrowing costs in future years.

Prioritisation and Approval

It is always difficult to make choices between competing priorities within a top tier Council that delivers so many varied services. It is the responsibility of senior officers to recommend to Members the prioritisation of competing demands for capital resources in the context of the limited central government funding awarded.

The Council maintains and reports on a rolling four-year capital plan, (including its funding), that is updated and reported to Cabinet, Directors and Members through Overview and Scrutiny on a quarterly basis. The Capital Investment Plan will include any capital expenditure approvals by Council in the previous quarter.

The key stages in the Council's prioritisation and approval process are as follows:

1. A service can submit a capital business case for initial consideration to the Director of Finance and the Capital and Growth Board at any stage of a financial year. The capital business case will be linked to that service's needs.
2. For a specific scheme to be approved/funded there will be a requirement for a detailed capital business case. The capital business cases are to be initially submitted to both the Director of Finance and the Capital and Growth Board prior to wider consideration by Directors and the Cabinet.
3. If a scheme is to be funded from previously approved, (Council), allocations the scheme will progress in accordance with the stated approval process. If new (confirmed) funding is to be used for a scheme, (e.g. a specific grant), it will be reported to Full Council.

If funding has been allocated by Council to a service without individual schemes being identified at the time of approval, (such as a general allocation to schools for "basic

need” projects), individual schemes within that allocation are subject to approval by the relevant Director and subsequently reported into the Capital and Growth Board and to members through the quarterly reporting.

4. Proposals for invest-to-save or self-financing schemes, (usually financed from prudential borrowing), will also require a detailed capital business case. The capital business case is to be initially submitted to the Director of Finance and the Capital and Growth Board. If the scheme is supported, it will be recommended to Council for approval.
5. Any recommendations for new schemes to be approved by Council will be included in the next quarterly Capital Investment Plan Update Report (or Council Budget Monitoring Report).
6. Where there is a proposal to transfer capital resources from a previously approved scheme to a new scheme and there is a change of “policy”, the new scheme will be approved by Council.

Affordability and Sustainability of Proposals

The Prudential Code also requires that, in making its capital investment decisions, the Council should have explicit regard to option appraisal and risk, asset management planning, strategic planning for the authority and achievability of the forward plan.

The Capital Business Case will identify the projected running costs and financing costs of the relevant asset and assess the affordability of the proposals both for the initial investment and over the life of the asset. In all cases the capital expenditure and any ongoing costs must be sustainable in relation to the Council’s medium-term financial plans.

This will include consideration of:

- service objectives, e.g., strategic planning for the authority;
- stewardship of assets, e.g., asset management planning;
- value for money, e.g., option appraisal;
- prudence and sustainability, e.g., risk, implications for debt and whole life costing;
- affordability, e.g., implications for council tax/district rates;
- practicality, e.g., achievability of the forward plan.

Where an asset is directly linked to generating an income or rental stream for service delivery, the initial Capital Business case will need to consider the future risks to those revenue returns and how these will be mitigated. This may result in the creation of an earmarked reserve for both income volatility and future asset-related expenditure.

Capital Investment Plan 2023/24 to 2026/27

In March 2023, the Council approved a four- year Capital Investment Programme of circa £270m. The foundations of this programme were built up over many years which, having been thoroughly reviewed, have identified the following issues:

- Some projects are represented in terms of funding available as opposed to the cost of actual delivery (which is often substantially more);
- There are several high financial level allocations of funds for specific purposes, (such as housing delivery and economic development), without clarity as to what will actually be delivered and when;
- Some projects have been in the programme for some significant time without clarity regarding deliverability and/or outcomes;
- There is an absence of clear Business Cases and/or Financial Cost Appraisals supporting several projects.

To address this, a new approach is proposed from 2024/25 onwards which significantly scales back the components of spend within the Council's approved Capital Investment Plan. Approved spend for each project will progress work, and development, of the project to the next relevant Gateway at which point there will be a requirement for further Council approval to progress, adapt or cease the respective project.

The level of external grant funding that the Council has attracted over recent months has been significant. Ranging from Town Deal Funding, Future High Streets, Station Funding, Levelling Up Round 3 and the forthcoming Levelling Up Partnership, overall grant funding will exceed over £100m as we progress through 2024/25.

To improve transparency and promote strong governance, all grant funding, linked to the associated projects that they relate to, will be maintained as a separate 'pending' monitoring sheet which will sit outside of the Council's approved Capital Investment Plan. Projects, and associated funding will only move across from the 'Grants Pending List' to the approved Capital programme following the development, and approval, of a fully costed and deliverable Business Case (approved by Council).

The 'Grant Pending (approved Business Case) List', as at January 2024, is detailed as [Appendix 2](#) to this document, with the revised 2023/24 to 2026/27 Capital Investment Plan for the Council detailed in [Appendix 3](#).

Management and Monitoring of Capital Investment Plan

The key objective of the Council's management and monitoring of the Capital Plan is to ensure that all Members and the Council's senior leadership team, have visibility of the Capital Investment Plan and the approval of individual capital projects to encourage collective responsibility for the capital expenditure on a project. and the success of the schemes themselves.

The Council's Director Group will ensure that progress against the programme – in terms of expenditure and timescales – is in line with what has previously been agreed. Where projects are exhibiting cost overruns or delays in the completion schedule, these should be addressed promptly.

Arrangements include:

1. Overview and Scrutiny Board and Cabinet will receive three quarterly monitoring reports and one outturn report each year (this could, on occasions, be integrated within quarterly budget monitoring reports).
2. A Capital Investment Plan (and associated budget) for the forthcoming year will be part of each financial year's budget proposals
3. The Capital and Growth Board regularly reviews the Council's Capital Investment Plan and the governance arrangements associated with its various projects
4. Directors and the Cabinet have responsibility for the oversight and challenge on the delivery of the Capital Investment Plan including slippage and outcomes.
5. Capital business cases are to be submitted to both the Director of Finance and the Capital and Growth Board prior to wider consultation with the Council's senior leadership team and for consideration by the Cabinet and Council (as appropriate).

Alternative Funding and Delivery Opportunities

The Council, as appropriate, will continue to consider other methods of supporting capital expenditure within the Bay, using alternative funding, such as social investment, private sector finance and third sector funding or by other bodies delivering capital schemes instead of the Council. The Council can use its assets to support schemes or aim to maximise funding from any source possible.

The Council continues to bid for additional external funding and/or work with other bodies to secure capital investment and to consider use of its own assets in a development which supports corporate priorities or statutory service objectives. An assessment of the opportunity costs of alternative options must be considered with any agreement needing approval through the Director of Finance prior to submission and/or contractual commitment.

The Partnership agreement, approved by Council in December 2023, to work with Milligan and Wilmott Dixon will explore all available funding options in order to address viability across a number of Council owned development sites across the Bay.

5. Non-Treasury (Commercial) Investments

Linked to its approach to borrowing, the Council has previously considered, where opportunities arose and there was a "multiple benefit", the purchase of land and property as an investment to generate an ongoing income. As reported above, CIPFA has classified investment properties as a Non-Treasury Investment for reporting purposes and they are included in the Treasury Management Code of Practice. The Council will comply with the DLUHC statutory guidance, and any sector-led commentary and opinions associated with this activity. Consequently, all Council Investment Fund purchases have now ceased following the Government's decision to disallow all PWLB borrowing for authorities with any further plans for such investments.

The original Investment Fund was £235m which comprised loans and commercial property. Over time the value of these assets will change which will be reported in the Treasury Management Mid-Year Report and Outturn reports.

It should be noted that if an investment property is sold, the funds received will be a capital receipt and cannot be taken to the revenue account e.g., to offset the loss of an income stream.

In relation to non-treasury investments the updated 2021 **Prudential Code** is clear in that “an authority must not borrow to invest primarily for financial return”

“Councils with existing commercial investments are not required by this Code to sell these investments, however Councils that have an expected need to borrow should review options for exiting their financial investments for commercial purposes and summarise the review in their annual Treasury Management Strategy. These reviews should evaluate whether to address expected borrowing needs by taking new borrowing or repaying investments based on a financial appraisal that takes into account of financial implications and risk reduction benefits”

The Council’s investment properties are diversified over a number of sectors and are expected in 2024/25 to produce a net surplus, after borrowing costs and reserve provision, of over £4m. If any of these assets are sold, the Council will need to fund the revenue shortfall resulting from lost rent receipts going forward through either;

- applying the capital receipt from the asset sale to another project, to either avoid borrowing costs on that project, or to reinvest in a project that generates an income stream to replace the revenue shortfall;
- apply the capital receipt to repay borrowing subject to any early repayment penalties;
- applying the ongoing borrowing costs of the asset now sold to another project, where the income from the new project will be able to cover the borrowing costs

The chosen action will need to be in place ideally from date of sale to avoid any ongoing cost of carry of both the old debt and ongoing revenue shortfall.

6. Loans for Capital Purposes

Loans for a capital purpose can be approved by Full Council subject to a business case and due diligence on the borrower, including, as appropriate, guarantees and bonds to secure the repayment of the loan. The loan value should not exceed the value of the underlying asset and there should be no third parties legal charge on the asset. Interest will be charged on the loan at a market rate. This will ensure compliance with Subsidy Control Regulations.

With the new PWLB guidance, the Council’s ability to issue capital loans will be extremely limited, unless they are to its own subsidiary companies.

Capital spend and assets held by wholly owned subsidiary companies

The Council has overall control of these entities and therefore is ultimately responsible for the companies’ assets and liabilities. The governance of any subsidiary’s activities are controlled by the Council through ‘reserved matters’ listed within the Memorandum and Articles of Association of

the company. These 'reserved matters' cover capital expenditure and the making of any borrowing. The assets and liabilities of all Council companies are consolidated into the Council's Group Accounts.

As these capital assets and liabilities are part of the Council's overall financial position, the Council will report on the total group assets and liabilities and the associated risk and reward.

Training and Skills

The Council needs to ensure that all decisions in relation to capital are properly informed.

In relation to skills, the Director of Finance, Monitoring Officer and Director of Pride of Place will ensure that the appropriate expertise is always resourced in relation to any financial, legal and asset related due diligence required.

The Council's knowledge and skills will be complemented by the use of advisers and agents as required.

Treasury Management Links

All capital decisions to be funded by prudential borrowing will directly impact on the Council's Treasury Management activities. The level and timing of the capital expenditure will be reflected in the Capital Investment Plan once approved and in the strategic cash flow forecasts to plan for the required borrowing. The resulting costs (Interest and MRP) and any income to fund those costs, will be included in the standard budget monitoring and budget setting process.

Total borrowing will also be monitored by the annual setting of both the Operational and Authorised Limits for borrowing.

Balance Sheet Issues

The impact of capital projects and any prudential borrowing involved, will be seen in the Council's balance sheet through;

- Increase in the value of the Council's non-current assets
- Increase in the value of Council's long-term debtors (if capital loan provided)
- Increase in the Council's long-term borrowing
- Maturity profile of borrowing and repayment of borrowing
- Profile of capital loan repayments
- Increase/decrease in Capital Financing Requirement (CFR) - borrowing offset by MRP.
- Annual depreciation on operational assets
- Annual revaluation of, or impairment on, operational assets
- Annual valuations of investment properties
- Impact on Council's cash flow in delivery stage or on purchase
- Impact on Council's cash flow at time of borrowing

The value of non-current assets should always aim to exceed the value of the outstanding liabilities. In addition, the value of the outstanding liabilities should not exceed, in the medium term, the Capital Financing Requirement (which is the measure of a Council's underlying need to borrow).

7. Director of Finance: Statement on Delivery, Affordability and Risk of Capital Strategy

Background

The current guidance for a Council's level of borrowing is the Prudential Code (December 2021) and as "proper practice" it must be adhered to. The following extracts from the Code summarise the Code's approach to level of borrowing (self-regulating) and the governance that should apply.

"the local authority shall ensure that all its capital and investment plans are affordable, prudent and sustainable." *"A local authority shall determine and keep under review how much money it can afford to borrow."*

"the level of capital investment that can be supported will, subject to affordability and sustainability, be a matter for local discretion."

"a local authority must not borrow more than or in advance of their needs purely in order to profit from the investment of the extra sums borrowed."

Torbay Council Borrowing Position

The Council's borrowing position, and costs, are summarised in the table below:

	2022/23 actual	2023/24 forecast	2024/25 budget	2025/26 estimate	2026/27 estimate
External Borrowing	£385m	£359m	£355m	£349m	£347m
Other Debt liabilities (PFI)	£15m	£14m	£13m	£12m	£11m
Net Revenue Stream	£122m	£131m	£138m	£143m	£148m
Financing costs (£m)	£18m	£19m	£18m	£18m	£18m
Proportion of net revenue	14.8%	14.5%	13.0%	12.6%	12.2%
<i>Financing costs exclude income from Investment Property portfolio which is included within the Net Revenue.</i>	£14m	£14m	£14m	£14m	£14m
<i>Percentage of Financing Costs to Net Revenue Stream inc. Investment Property Gross Rental Income</i>	3.3%	3.8%	2.9%	2.8%	2.7%

During the course of 2023/24, the Director of Finance has reviewed the overall long term debt liability of the Council alongside investments and cash balances held. This has resulted in a proportion of long term debt being repaid, (taking advantage of the relatively high interest rates in year), with total debt estimated to reduce to £359m at 31 March 2024.

The Council's Capital Investment Plan has also been thoroughly reviewed, and revised, to ensure future affordability and sustainability. This has significantly reduced our forward looking borrowing requirements with the consideration for any new borrowing coming under much closer scrutiny and governance through robust Business Cases and comprehensive financial appraisals.

Borrowing - Risks for the Council

The Council's risk principally lies in:

- (a) **Commercial Investment portfolio** – where borrowing is financed through rental income from the assets held. As mitigation, an Investment Reserve is maintained to address forecasted fluctuations, (e.g. break periods), however, future economic conditions could result in the level of income generated being less than that needed to fund the debt. Current annual income, covering debt costs, maintenance of assets and revenue contribution is circa £14m per annum. The robustness and sufficiency of the Investment Reserve will be reviewed regularly by the Director of Finance and Cabinet Portfolio Holder for Corporate Services, Finance and Housing;
- (b) **Affordability of Capital Investment Plan** – the Council had an ambitious, four year, Capital Investment Plan of circa £270m which was approved in March 2023 of which circa £90m was planned to be spent in 2023/24. The foundations of this Plan were set several years ago under different economic and construction cost conditions. To mitigate this risk the Plan has been reviewed as part of the budget setting process for 2024/25, being significantly scaled down to reflect affordability and deliverability over the medium term;
- (c) **Maintenance of Council Assets** – whereas annual budgets are set aside for on-going repairs and maintenance of assets held by the Council, the funding for any significant repairs and major investment, (e.g. roof replacement), that might occur in the future is inconsistent across the estate. As mitigation, the Council needs to review, and update, its Strategic Asset Management Plan and Asset Management Strategy to ensure that future funding and / or relevant mitigating action is addressed;
- (d) **Robustness of Business Cases** – the Council will continue to deliver significant capital projects over the coming years, particularly around Town Centre Regeneration and, much needed, local housing development. Such projects will require the Council to consider further borrowing alongside alternative funding opportunities. Long term revenue affordability of any future borrowing must be robustly challenged through appropriate and comprehensive business cases.

Due to historic low borrowing rates, the Council has fixed all its loans and adopted a flat maturity profile, mitigating the risk of increasing rates on this historic debt. Future borrowing will increase the Council's fixed interest and borrowing costs, which will be an annual charge to the revenue budget.

8. Director of Finance Report

Within the Prudential Code It is the responsibility of the Chief Finance Officer to explicitly report on the delivery, affordability and the risks associated with this Strategy.

Delivery

The delivery of the individual schemes on the Capital Investment Plan are directly linked to the original approval of the capital project supported by each project having a client officer and a project manager who are responsible for the delivery of the project.

Members, via Overview and Scrutiny Board and Cabinet, will receive quarterly updates to the Capital Investment Plan. These updates are driven by the requirement by financial reporting, however in doing so Members can review, and challenge, the delivery of projects and any changes to both the timing, cost and intended outcomes from the various projects.

The Council's Directors Team, supported by the Capital and Growth Board, has oversight for the delivery of and challenge to the Capital Plan.

Affordability

Affordability is critical in applying the capital strategy and approving projects for inclusion in the Capital Investment Plan. This is demonstrated by a specific report on the project being presented to Council for approval, supported by a Business Case identifying the expenditure and funding, appraisal of alternative options and the risks and rewards of the scheme.

All projects need to have a clear funding source. If external funding such as an external grant is to be used there needs to be a clear funding commitment prior to committing financial liability for the Council. Affordability of each project needs to be understood, not only for the funding of the capital spend, but also to cover any ongoing costs of the operation and funding of that capital spend.

Where borrowing is to be used, the affordability is key - and that affordability has to include the interest costs of that borrowing and the provision for the repayment of the borrowing. This repayment is matched to a prudent asset life and any income streams estimated to fund this asset must be sustainable.

At no stage should the asset value be lower than the value of outstanding debt, other than for a short period, unless there is a clear plan to mitigate that shortfall or to sell that asset.

Affordability of the Council's entire Capital Investment Plan has been thoroughly reviewed and updated as part of the 2024/25 budget setting process adopting a gateway process whereby individual projects will be challenged, regarding deliverability and affordability, at various stages of their progression.

Risks

The risks associated with the Capital Plan with a significant level of borrowing can be mitigated (and indeed should be mitigated) as “business as usual”, i.e. all capital projects are supported by business plans, have adequate project management and/or project boards, suitable skills for the delivery of the project, tax planning, cash flow, clear operational plan for the use of the asset, use of specific committees, security and due diligence on loans and purchases, use of external advice where appropriate, project contingencies, full tender process and regular and transparent reporting to Members.

There are clear links from the Capital Investment Plan to both the Treasury Management strategy, prudential indicators, authorised borrowing limits and the revenue budget. These are also subject to review and oversight by members at Audit Committee and Council.

For any new borrowing, and this is a greater risk where the cost of borrowing rises, this increases the Council’s overall liabilities that will need to be repaid in the future. In addition, this increases the Council’s level of fixed interest and repayment costs that it will incur each year. This is a clear risk that all Members need to be aware of.

However, this risk for all assets is mitigated by a robust business case and a full Minimum Revenue Provision that will repay the borrowing costs over a (prudent) asset life.

As outlined above in the position statement, housing and regeneration properties are a different type and level of risk. Risk arises from both variations in income streams (tenant non-renewal etc.) and from asset values (impact of economic conditions and retail trends etc.).

Conclusion

The current system of borrowing is still a self-regulatory system which means that responsibility for borrowing decisions, and the level of borrowing incurred by a Council, are determined at a local level.

The responsibility for decision making and ongoing monitoring in respect of capital expenditure, investment and borrowing, including prudential indicators, remains with Full Council as specified in the Prudential Code.

Borrowing decisions result in a long-term commitment to fund that borrowing, and as such, all decision making and ongoing reporting should be as transparent as possible to all Members and the residents of Torbay.

The pace and level of change in the Council’s borrowing linked to potential regeneration and housing schemes is still potentially significant. The Council’s capital financing requirement (i.e. its underlying need to borrow) needs to be realistic and kept under regular review by the Director of Finance, Cabinet and Full Council.

Director of Finance (Chief Finance Officer)

January 2024

Treasury Management Strategy 2024/25

January 2024



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For more information please contact financial.services@torbay.gov.uk

1 Introduction

Treasury management is the management of the Council's cash flows, borrowing and investments, and the associated risks. The Council borrows and invests 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.

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 Full 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 and also complies with CIPFA Prudential Code for Capital Finance in Local Authorities 2021 guidance.

The Strategy for 2024/25 covers:

- Capital expenditure and Prudential Indicators
- the Minimum Revenue Provision (MRP) policy
- forecasts for future interest rates;
- the Borrowing Strategy;
- the Investment Strategy;
- treasury indicators which limit the treasury risk and activities of the Council
- policy on use of external service providers;
- reporting arrangements and management evaluation

2 Capital Expenditure and Prudential Indicators

The Council's capital expenditure plans are a key driver of treasury management activity. The output of the capital expenditure plans is reflected in the prudential indicators below, which are designed to assist Members' overview.

Capital Expenditure and Financing

Capital expenditure is where the Council spends money on assets, such as property or vehicles, which 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.

A different approach is being taken in respect of setting an approved Capital Investment Programme for 2024/25, whereby various elements of grant funding are being held within a 'Project Pending' list prior to establishing affordable, tangible business cases for each respective project. The proposed 2024/25 capital expenditure of £23m, as at January 2024, only reflects the true costs, and timing, of progressing each project to the next stage, (or gateway), of Council approval which might be Initial feasibility, Outline Business Case, Full Business Case or Final Delivery.

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

£M	2022/23 actual	2023/24 forecast	2024/25 budget	2025/26 budget	2026/27 budget
General Fund services	33	61	23	11	5

It is anticipated that, during the course of the year, these figures will significantly increase as projects work through the gateway process and subsequent approvals granted which will move projects, and funds, from the pending list into the approved Capital Investment Programme. Such changes will be reported in, and approved through, quarterly budget monitoring reports presented to Overview and Scrutiny, Cabinet and Council.

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

£M	2022/23 actual	2023/24 forecast	2024/25 budget	2025/26 budget	2026/27 budget
External sources	18	29	18	7	5
Own resources	1	2	1	1	0
Debt	14	30	4	3	0
TOTAL	33	61	23	11	5

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). Alternatively, proceeds from selling capital assets (known as capital receipts) may be used to replace debt finance. Planned MRP is set out in Table 3:

Table 3: MRP for financing debt on maturity in £ millions

£M	2022/23 actual	2023/24 forecast	2024/25 budget	2025/26 budget	2026/27 budget
Minimum Revenue Provision	8	8	9	9	9

The Council’s full policy on **Minimum Revenue Provision** is set out at Appendix 1

Affordable borrowing limit: The Council is legally obliged to set an affordable borrowing limit, (also termed the 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.

Whereas Council borrowing will still be an integral part of delivering much needed capital investment within the Bay, the level of long-term debt, as reported in the 2023/24 Treasury Management Strategy was £385m (almost three times the Council’s net annual revenue budget). Therefore, future borrowing requirements have been constructively challenged with any future approvals needing to be supported by robust and realistic revenue streams sufficient to repay the debt and interest incurred.

Table 4: Prudential Indicators: Authorised limit and operational boundary for external debt in £m

	2023/24 limit	2024/25 limit	2025/26 limit	2026/27 limit
Authorised limit – borrowing	600	480	500	520
Authorised limit – PFI and leases	20	20	20	20
Authorised limit – total external debt	620	500	520	540
Operational boundary – borrowing	500	430	450	470
Operational boundary – PFI and leases	20	20	20	20
Operational boundary – total external debt	520	450	470	490

Revenue Budget Implications

Although capital expenditure is not charged directly to the revenue budget, interest payable on loans and MRP are charged to revenue, offset by any investment income receivable. The net annual charge is known as financing costs; this is compared to the net revenue stream i.e. the amount funded from Council Tax, business rates and general government grants.

Table 5: Prudential Indicator: Proportion of financing costs to net revenue stream

	2022/23 actual	2023/24 forecast	2024/25 budget	2025/26 estimate	2026/27 estimate
Net Revenue Stream	£122m	£131m	£138m	£143m	£148m
Financing costs (£m)	£18m	£19m	£18m	£18m	£18m
Proportion of net revenue stream	14.8%	14.5%	13.0%	12.6%	12.2%
<i>Financing costs exclude income from Investment Property portfolio which is included within the Net Revenue.</i>	£(14)m	£(14)m	£(14)m	£(14)m	£(14)m
<i>Percentage of Financing Costs to Net Revenue Stream inc. Investment Property Gross Rental Income</i>	3.3%	3.8%	2.9%	2.8%	2.7%

3 Local Context

In November 2023, the Council repaid circa £19m of long-term debt in order to provide a better balance of the overall level of debt compared with relatively high cash balances held over recent years. As a result, as at 30th November 2023, the Council held £364m of borrowing and £63m of treasury investments. Forecast changes in these sums are shown in the balance sheet analysis in table 6 below.

Table 6: Balance sheet summary and forecast:

	31.3.23 Actual £m	31.3.24 Estimate £m	31.3.25 Forecast £m	31.3.26 Forecast £m	31.3.27 Forecast £m
Capital Financing Requirement	428	449	444	439	430
Less: Other debt liabilities *	(15)	(14)	(13)	(12)	(11)
Loans CFR	413	435	431	427	419
Less: External borrowing	(385)	(359)	(355)	(349)	(347)
Internal borrowing	28	76	76	78	72
Less: Usable reserves	(96)	(86)	(76)	(76)	(75)
Less: Working capital and other cash backed balance sheet items	(23)	(46)	(46)	(45)	(47)
Treasury investments	(91)	(56)	(46)	(43)	(50)

* PFI liabilities that form part of the Council’s total debt

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 apply its cash resources in place of external borrowing in the short term, i.e. internal borrowing.

The Council has a reducing CFR, due to the finite Capital Plan and ongoing MRP adjustments, which can be funded from internal resources over the medium term thereby delaying the need to borrow.

As part of the 2024/25 budget setting process, the Council has reviewed and revised the affordability and deliverability of its Capital Investment Programme. The updated programme will reduce the overall Capital Financing Requirement and future loans required when the Council’s Balance sheet is restated at the end of the 2023/24 financial year.

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 6 shows that the Council expects to comply with this recommendation during 2024/25.

Liability benchmark: The Code requires a "liability benchmark" to be calculated showing the lowest risk level of borrowing. This assumes the spend forecasts as detailed in table 1, but that cash and investment balances are kept to a minimum level of £20m at each year-end to maintain sufficient liquidity but minimise credit risk.

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.

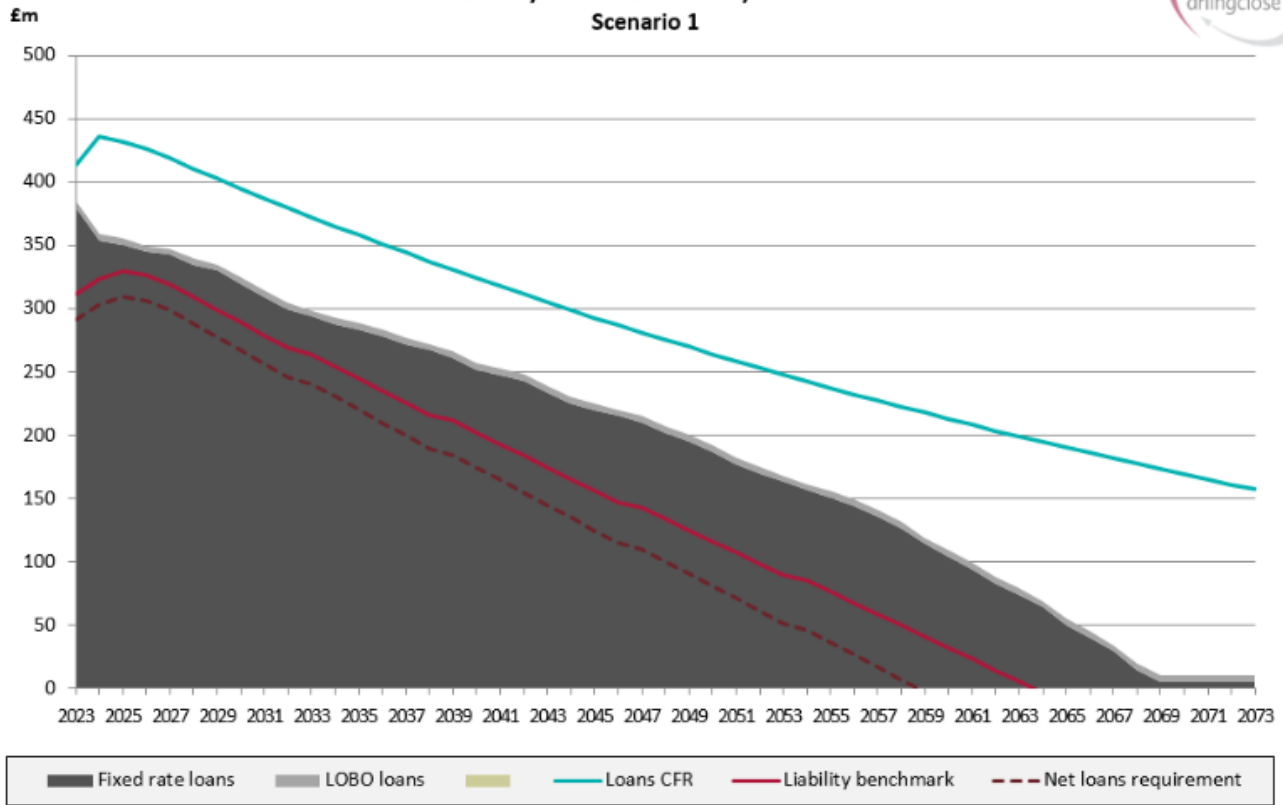
However, consideration will be given regarding the use of cash balances, at a point in time, to fund a long-term borrowing requirement as this could result in risks around higher debt costs when borrowing is required.

Table 7: Prudential Indicator - Liability benchmark

	31.3.23 Actual £m	31.3.24 Estimate £m	31.3.25 Forecast £m	31.3.26 Forecast £m	31.3.27 Forecast £m
Loans CFR	413	435	431	427	419
Less: Balance sheet resources	(119)	(132)	(122)	(121)	(122)
Net loans requirement	294	303	309	306	297
Plus: Liquidity allowance	20	20	20	20	20
Liability benchmark	314	323	329	326	317

The maturity profile of the Council's existing borrowing compared with the Capital Financing Requirement and 'Liability Benchmark' are detailed in the following graph:

**Liability Benchmark - Torbay Council
Scenario 1**



4 Economic and Interest Rate Forecast

The Council's advisors, Arlingclose Ltd have provided an economic commentary (updated for November 2023) detailed as Appendix 2 together with their interest rate forecasts for future years as shown in table 8:

Table 8: Arlingclose Ltd interest rates forecast

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

Note: The Council will borrow at PWLB certainty rate which is the relevant gilt yield + 0.80%

Arlingclose have highlighted the following key points:

- Bank Rate has most likely peaked at 5.25%
- The Monetary Policy Committee (MPC) will cut rates in the medium term to stimulate the UK economy but will be reluctant to do so until it is sure there will be no lingering effects. Rate cuts are likely to commence from Q3 2024 to a low of around 3% by early-mid 2026.
- The immediate risks around Bank Rate remain on the upside, but these diminish over the next few quarters and shift to the downside before balancing out, due to the weakening UK economy and dampening effects on inflation.
- Gilt yields are likely to eventually fall from current levels, (amid continued volatility), reflecting the lower medium-term path for Bank Rate. However, yields will remain higher than in the past, due to quantitative tightening and significant bond supply.

5 Borrowing Strategy

The Council currently holds £364 million of loans, a decrease of £21 million on the previous year. The balance sheet forecast in table 6 shows that the Council does not expect to need to borrow in 2024/25 due to internal resources being available to fund capital expenditure in the short term. However, should the Capital Plan be expanded, the Council may borrow to pre-fund future years' requirements providing this does not exceed the Authorised Limit for borrowing.

Objectives: The Council's chief objective when borrowing money is 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.

Strategy: Given the significant cuts to public expenditure, particularly to local government funding, the Council's borrowing strategy continues to address the key issue of affordability without compromising the longer-term stability of the debt portfolio. With short-term interest rates currently much lower than long-term rates, it is likely to be more cost effective in the short-term to either use internal resources, or to borrow short-term loans instead.

By doing so, the Council is able to reduce net borrowing costs (despite foregone investment income) and reduce overall treasury risk. The benefits of internal borrowing will be monitored regularly against the potential for incurring additional costs by deferring borrowing into future years when forecasts expect long-term borrowing rates to rise modestly.

In the event of any new external borrowing requirements over and above internal borrowing capacity, the Council will look to the PWLB to secure long-term funding of projects. However, alternative sources will be considered. This approach may also be combined with short-term borrowing to augment the affordability criteria.

PWLB loans are no longer available to local authorities planning to buy investment assets primarily for yield; the Council intends to avoid this activity in order to retain its access to PWLB loans.

The budget for payment of interest on debt for 2024/25 has been based on an assumed £359m of "historic" borrowing as at 31/03/24 with an overall borrowing rate of 2.91% (2.98% in 2023/24).

Sources of borrowing: The approved sources of long-term and short-term borrowing are:

- HM Treasury's PWLB lending facility (formerly the Public Works Loan Board)
- UK Infrastructure Bank Ltd
- any institution approved for investments
- 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 (except Peninsula Pension Fund)
- capital market bond investors
- UK Municipal Bonds Agency plc and other special purpose companies created to enable local authority bond issues

- Municipal Investments using loans and bonds
- “Green” bonds (loans to Council)

Other sources of debt finance: 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
- sale and leaseback
- similar asset based finance

Municipal Bonds Agency: 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.

Short-term and variable rate loans: These loans leave the Council exposed to the risk of short-term interest rate rises and are therefore subject to the interest rate exposure limits below in section 7 Treasury Management Indicators.

Debt rescheduling: 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 Chief Finance Officer 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. In response to this the Council repaid circa £19m of long-term loans in November 2023.

6 Investment Strategy

The Council holds significant invested funds, representing income received in advance of expenditure plus balances and reserves held. During the year the Council's investment balance has ranged from a high of £102 million down to around £62 million currently. That current level is likely to be maintained in the forthcoming year.

Objectives: The CIPFA Code requires the Council to invest its funds prudently, and to have regard to the security and liquidity of its investments before seeking the highest rate of return, or yield. The Council's objective when investing money is to strike an appropriate balance between risk and return, minimising the risk of incurring losses from defaults and the risk of receiving unsuitably low investment income. Where balances are expected to be invested for more than one year, the Council will aim to achieve a total return that is equal or higher than the prevailing rate of inflation, in order to maintain the spending power of the sum invested. The Council aims to be a responsible investor and will consider environmental, social and governance (ESG) issues when investing.

Strategy: As demonstrated by the liability benchmark in Section 2 above, the Council expects to be a long-term investor and treasury investments will therefore include both short-term low risk instruments to manage day-to-day cash flows and longer-term instruments where limited additional risk is accepted in return for higher investment income to support local public services.

To achieve this the Director of Finance is reviewing opportunities for further diversification into strategic investments with the expectation that a proportion of available cash will be placed early in 2024/25 following a robust evaluation process.

The policy for who the Council can invest with, (counterparty selection), and investment limits is detailed in Appendix 3.

Non-Financial Investments Strategy

The Government and CIPFA have extended the meaning of 'investments' to include both financial and non-financial investments. The current schedule of non-financial investments is detailed at Appendix 4. All decisions have followed the appropriate risk management framework and strategy for non-financial investments as approved by Council.

Any involvement by the Council in community investment schemes such as Credit Unions and Mutual Banks would fall into this category and would not be managed within the treasury management policies.

Guidance within the Prudential Code states that, "councils with existing commercial investments are not required by this Code to sell these investments.....however councils that have an expected need to borrow should review options for exiting their financial investments for commercial purposes and summarise the review in their annual treasury management strategy. These reviews should evaluate whether to meet expected borrowing needs by taking new borrowing or repaying

investments, based on a financial appraisal that takes account of financial implications and risk reduction benefits” The last review was set out in the Treasury Management Strategy 2023/4.

Environmental, Social and Governance (ESG) Investments

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’s ESG considerations do not currently include ESG scoring or other real-time ESG criteria at an individual investment level. Officers will continue to monitor and evaluate ESG investment opportunities, and these may be incorporated into future investment strategies subject to yield and security. Given the limited range of counterparties the Council can use for its investments and that borrowing is mainly from the Government there are limited opportunities to apply ESG principles in this Strategy.

7 Treasury Management Indicators

The Council measures and manages its exposures to treasury management risks using the following indicators.

Security: The Council has adopted a voluntary measure of its exposure to credit risk by monitoring the value-weighted average credit rating/credit score of its investment portfolio. The credit score is calculated by applying a value to each investment (AAA=1, AA+=2, A=6 etc.) and taking the arithmetic average, weighted by the size of each investment. Unrated investments are assigned a score based on their perceived risk.

Credit risk indicator	Target
Portfolio average credit rating (score)	A (6)

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 one-month period, without additional borrowing.

Liquidity risk indicator	Target
Total cash available within 1 months	£10m

Interest rate exposures: This indicator is set to control the Council's exposure to interest rate risk. The Council's debt portfolio is virtually all at fixed rate and therefore has no exposure to fluctuations in interest rates. As such, no specific limits are proposed on interest rate exposure but any new borrowing will be restricted to a maximum **30%** of the total portfolio exposed to variable interest rate.

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:

Refinancing rate risk indicator	Upper limit	Lower limit
Under 12 months	10%	0%
12 months and within 24 months	15%	0%
24 months and within 5 years	30%	0%
5 years and within 10 years	40%	10%
10 years and within 20 years	50%	10%
20 years and within 30 years	50%	10%
30 years and within 40 years	50%	10%
40 years and above	50%	0%

Principal sums invested for periods longer than a year: 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 limits on the long-term principal sum invested to final maturities beyond the period end will be:

Price risk indicator	2023/24	2024/25	2026/27
Limit on principal invested beyond year end	£40m	£40m	£40m

8 Treasury Management Consultants

Arlingclose Ltd was appointed as the Council's external Treasury Management advisor for three years from April 2020, following a full tender process. An option to extend the term for a further two years was subsequently exercised by the Council.

The Council recognises that responsibility for Treasury Management decisions always remains with the organisation and will ensure that undue reliance is not placed upon the services of our external service providers. All decisions will be undertaken with regard to all available information including, but not solely, our treasury advisers.

9 Reporting Arrangements and Management Evaluation

Members will receive the following reports for 2024/25 as standard in line with the requirements of the Code of Practice:

- Annual Treasury Management Strategy
- Mid-Year Treasury Management Review report
- Annual Treasury Management Outturn report

The Director of Finance, (CFO), will inform the Cabinet Member for Corporate Services, Finance and Housing of any long-term borrowing or repayment undertaken or any significant events that may affect the Council's treasury management activities. The CFO will maintain a list of staff authorised to undertake treasury management transactions on behalf of the Council.

The Director of Finance is authorised to approve any movement between borrowing and other long-term liabilities within the Authorised Limit. Any such change will be reported to the next meeting of the Council.

The impact of these policies will be reflected as part of the Council's revenue budget and therefore will be reported through the quarterly budget monitoring process.

The Council's management and evaluation arrangements for Treasury Management will be as follows:

- Monthly monitoring report to the Director of Finance (Chief Finance Officer);
- Quarterly monitoring report to the Cabinet Member for Corporate Services, Finance and Housing;
- Quarterly meeting of the Director of Finance, Treasury Manager and Treasury Advisors (Arlingclose) to review previous quarter performance and plan following period activities;
- Ad-hoc meetings with the Council's treasury advisors as required;
- Regular Investment benchmarking against other local authorities

The Audit Committee is the governance body responsible for the scrutiny of Treasury Management, making any relevant recommendations and amendments through Cabinet and Full Council.

The CIPFA Code requires the Chief Finance Officer to ensure that members with responsibility for treasury management receive adequate training. In compliance with this, a comprehensive briefing, and training event, was held on 6th December 2023, delivered by Arlingclose and the Director of Finance.

The training needs of treasury management officers are periodically reviewed.

Appendix 1

Policy on Minimum Revenue Provision for 2024/25

The Minimum Revenue Provision is a statutory charge that the Council is required to make from its revenue budget. This provision enables the Council to generate cash resources for the repayment of borrowing.

The basis for the calculation of the provision is prescribed by legislation (Local Authorities (Capital Finance and Accounting (England) (Amendment)) Regulations 2012 and supported by statutory guidance, which states that Councils are required to “determine for the current financial year an amount of MRP that it considers to be prudent” and prepare an annual statement on their MRP calculation to their Full Council.

One of the aims of this legislation is to ensure that the repayment of principal owed for Capital expenditure is charged on a prudent basis. Central Government guidance says:

“the broad aim of prudent provision is to ensure that debt is repaid over a period that is reasonably commensurate with that over which the Capital expenditure provides benefits”

For Supported Borrowing, (borrowing funded by central government), the Council will charge MRP at 2% of the balance after deduction of the value of Adjustment A (a set valuation in 2004), to clear the borrowing liability over a period of 50 years.

In relation to transferred debt from Devon County Council the Council deem it prudent to allocate a VRP, (voluntary revenue provision), calculated in line with the supported borrowing calculation, based on a total repayment period of 50 years.

For capital expenditure funded from unsupported borrowing the Council will make a MRP based on the cumulative expenditure incurred on each asset, (including investment fund properties), in the previous financial years using a prudent asset life, which reflects the estimated usable life of that asset.

The MRP for each asset will be calculated on the asset life method using an annuity calculation. MRP will be calculated on the total expenditure on that asset, in the financial year **after the asset becomes operational** or 12 months after operational or when there is an income stream in relation to that asset.

The Council will continue to charge services for their use of unsupported borrowing using a prudent asset life (or a shorter period) on an annuity calculation. Where possible the same asset life and borrowing interest rate will be used for both the charge to services and the calculation of the MRP.

To mitigate any negative impact from the changes in accounting for leases and PFI schemes the Council will include in the annual MRP charge an amount equal to the amount that has been taken to the balance sheet to reduce the balance sheet liability for a PFI scheme or a finance lease. The calculation will be based on the annuity method using the Internal Rate of Return (IRR) implicit in the PFI or lease agreement.

Where loans are given for capital purposes, they come within the scope of the prudential controls established by the Local Government Act 2003 and the Local Authorities (Finance and Accounting) (England) Regulations 2008.

The Capital Financing Requirement (CFR) will increase by the amount of the loan. Once the funds are returned to the local authority, the returned funds are classed as a capital receipt with those receipts being earmarked specifically to that loan, and the CFR and loan will reduce accordingly. If the expectation is that funds will be repaid in full at some point in the future, there is no requirement to set aside prudent provision to repay the debt liability in the interim period, so there is no MRP application. The position of each loan will be reviewed on an annual basis by the Chief Finance Officer.

Where relevant, the suggested asset lives for certain types of capitalised expenditure as detailed in the MRP statutory guidance issued by DLUCH will be used. The latest guidance issued in March 2018 suggests a maximum asset life of 50 years.

In terms of **Council led Housing developments**, the MRP charge can be based on the life of the housing assets developed. A life of more than 50 years can be applied if supported by an independent valuer's report.

Each asset life will be considered in relation to the asset being constructed (primarily to ensure the MRP period does not exceed asset life); however, as a guide the following are typical ranges for asset lives that will be used.

Asset Type	Range of Asset Life
Freehold Land (speciifed in DCLG statutory gudiance)	50 years
Buildings	20-40 years
Investment Properties	25-50 years
Software	5-10 years
Vehicles & Equipment	5-8 years
Highway Network	25-40 years
Structural Enhancements	10-25 years
Infrastructure	25-50 years

For capital expenditure where land and buildings are not separately identified a blended asset life can be used.

Appendix 2

Economic Commentary

(Provided by Arlingclose Ltd, November 2023)

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

The Bank of England (BoE) increased Bank Rate to 5.25% in August 2023, before maintaining this level in September and then again in November. Members of the BoE's Monetary Policy Committee voted 6-3 in favour of keeping Bank Rate at 5.25%. The three dissenters wanted to increase rates by another 0.25%.

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

Office for National Statistics (ONS) figures showed CPI inflation was 6.7% in September 2023, unchanged from the previous month but above the 6.6% expected. Core CPI inflation fell to 6.1% from 6.2%, in line with predictions. Looking ahead, using the interest rate path implied by financial markets the BoE expects CPI inflation to continue falling, declining to around 4% by the end of calendar 2023 but taking until early 2025 to reach the 2% target and then falling below target during the second half 2025 and into 2026.

ONS figures showed the UK economy grew by 0.2% between April and June 2023. The BoE forecasts GDP will likely stagnate in Q3 but increase modestly by 0.1% in Q4, a deterioration in the outlook compared to the August MPR. The BoE forecasts that higher interest rates will constrain GDP growth, which will remain weak over the entire forecast horizon.

The labour market appears to be loosening, but only very slowly. The unemployment rate rose slightly to 4.2% between June and August 2023, from 4.0% in the previous 3-month period, but the lack of consistency in the data between the two periods made comparisons difficult. Earnings growth remained strong, with regular pay (excluding bonuses) up 7.8% over the period and total pay (including bonuses) up 8.1%. Adjusted for inflation, regular pay was 1.1% and total pay 1.3%. Looking forward, the MPR showed the unemployment rate is expected to be around 4.25% in the second half of calendar 2023, but then rising steadily over the forecast horizon to around 5% in late 2025/early 2026.

Having increased its key interest rate to a target range of 5.25-5.50% in August 2023, the US Federal Reserve paused in September and November, maintaining the Fed Funds rate target at this level. It is likely this level represents the peak in US rates, but central bank policymakers emphasised that any additional tightening would be dependent on the cumulative impact of rate rises to date, together with inflation and developments in the economy and financial markets.

US GDP grew at an annualised rate of 4.9% between July and September 2023, ahead of expectations for a 4.3% expansion and the 2.1% reading for Q2. But as the impact from higher rates is felt in the coming months, a weakening of economic activity is likely. Annual CPI inflation remained at 3.7% in September after increasing from 3% and 3.2% consecutively in June and July.

Eurozone inflation has declined steadily since the start of 2023, falling to an annual rate of 2.9% in October 2023. Economic growth has been weak, and GDP was shown to have contracted by 0.1% in the three months to September 2023. In line with other central banks, the European Central Bank has been increasing rates, taking its deposit facility, fixed rate tender, and marginal lending rates to 3.75%, 4.25% and 4.50% respectively.

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

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

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

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

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

However, the institutions on 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 (November 2023): Although UK inflation and wage growth remain elevated, the Authority's treasury management adviser Arlingclose forecasts that Bank Rate has peaked at 5.25%. The Bank of England's Monetary Policy Committee will cut rates in the medium term to

stimulate the UK economy but will be reluctant to do so until it is sure there will be no lingering second-round effects. Arlingclose sees rate cuts from Q3 2024 to a low of around 3% by early-mid 2026.

Arlingclose expects long-term gilt yields to eventually fall from current levels (amid continued volatility) reflecting the lower medium-term path for Bank Rate. However, yields will remain relatively higher than in the past, due to quantitative tightening and significant bond supply. As ever, there will undoubtedly be short-term volatility due to economic and political uncertainty and events.

Like the BoE, the US Federal Reserve and other central banks see persistently high policy rates through 2023 and 2024 as key to dampening domestic inflationary pressure. Bond markets will need to absorb significant new supply, particularly from the US government.

Appendix 3

Creditworthiness Policy and Investment Limits

The Council may invest its surplus funds with any of the counterparty types in table 9, subject to the cash limits, (per counterparty), and the time limits shown. The Chief Finance Officer will exercise his delegated powers “to take any decisions, (including Key Decisions), and to exercise all legal powers relevant to the Council’s borrowing, investments and financial management)” (s.7.1 of the Constitution – Officer Scheme of Delegation) to vary these limits at any time to ensure they remain viable and relevant during any market or political volatility.

Table 9: Approved investment counterparties and limits

Sector	Time limit	Counterparty limit	Sector limit
The UK Government	3 years	Unlimited	n/a
Local authorities & other government entities	3 years	£15m	Unlimited
Secured investments *	3 years	£15m	Unlimited
Banks (secured)*	3 years	£15m	Unlimited
Banks (unsecured) *	13 months	£6m	Unlimited
Building societies (unsecured) *	13 months	£6m	£18m
Registered providers (unsecured) *	3 years	£6m	£20m
Money market funds *	n/a	£15m	Unlimited
Strategic pooled funds	n/a	£10m	£30m
Real estate investment trusts	n/a	£10m	£20m
Other investments *	3 years	£6m	£15m

This table should be read in conjunction with the notes below

*** 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 considered.

For entities without published credit ratings, investments may be made where external advice indicates the entity to be of similar credit quality.

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.

Secured investments: Investments secured on the borrower’s assets, which limits the potential losses in the event of insolvency. The amount and quality of the security will be a key factor in the

investment decision. Covered bonds and reverse repurchase agreements with banks and building societies are exempt from bail-in. Where there is no investment specific credit rating, but the collateral upon which the investment is secured has a credit rating, the higher of the collateral credit rating and the counterparty credit rating will be used. The combined secured and unsecured investments with any one counterparty will not exceed the cash limit for secured investments.

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.

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.

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.

Strategic pooled funds: Bond, equity and property funds that offer enhanced returns over the longer term but are more volatile in the short term. These allow the Council to diversify into asset classes other than cash without the need to own and manage the underlying investments. Because these funds have no defined maturity date, but are available for withdrawal after a notice period, their performance and continued suitability in meeting the Council's investment objectives will be monitored regularly.

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.

Other investments: This category covers treasury investments not listed above, for example unsecured corporate bonds and company loans. Non-bank companies cannot be bailed-in but can become insolvent placing the Authority's investment at risk.

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 £15,000,000 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 Authority maintaining operational continuity.

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. 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.

Where a credit rating agency announces that a credit rating is on review for possible downgrade (also known as "rating watch negative" or "credit watch negative") so that it may fall below the approved rating criteria, then only new 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.

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.

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.

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, on an exception basis, with other local authorities. This will cause investment returns to fall but will protect the principal sum invested.

Investment limits: The Council's revenue reserves available to cover investment losses are forecast to be £86 million on 31st March 2024. In order that no more than 20% of available reserves will be put at risk in the case of a single default, the maximum that will be lent to any one organisation (other than the UK Government) will be £15 million. A group of banks under the same ownership will be treated as a single organisation for limit purposes. Limits will also be placed on fund managers, investments in brokers' nominee accounts, 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 10: Additional investment limits

	Cash limit
Any group of pooled funds under the same management	£30m per manager
Foreign countries	£30m per country

Document is Restricted

Torbay Council - Grants available pending Project Business Cases

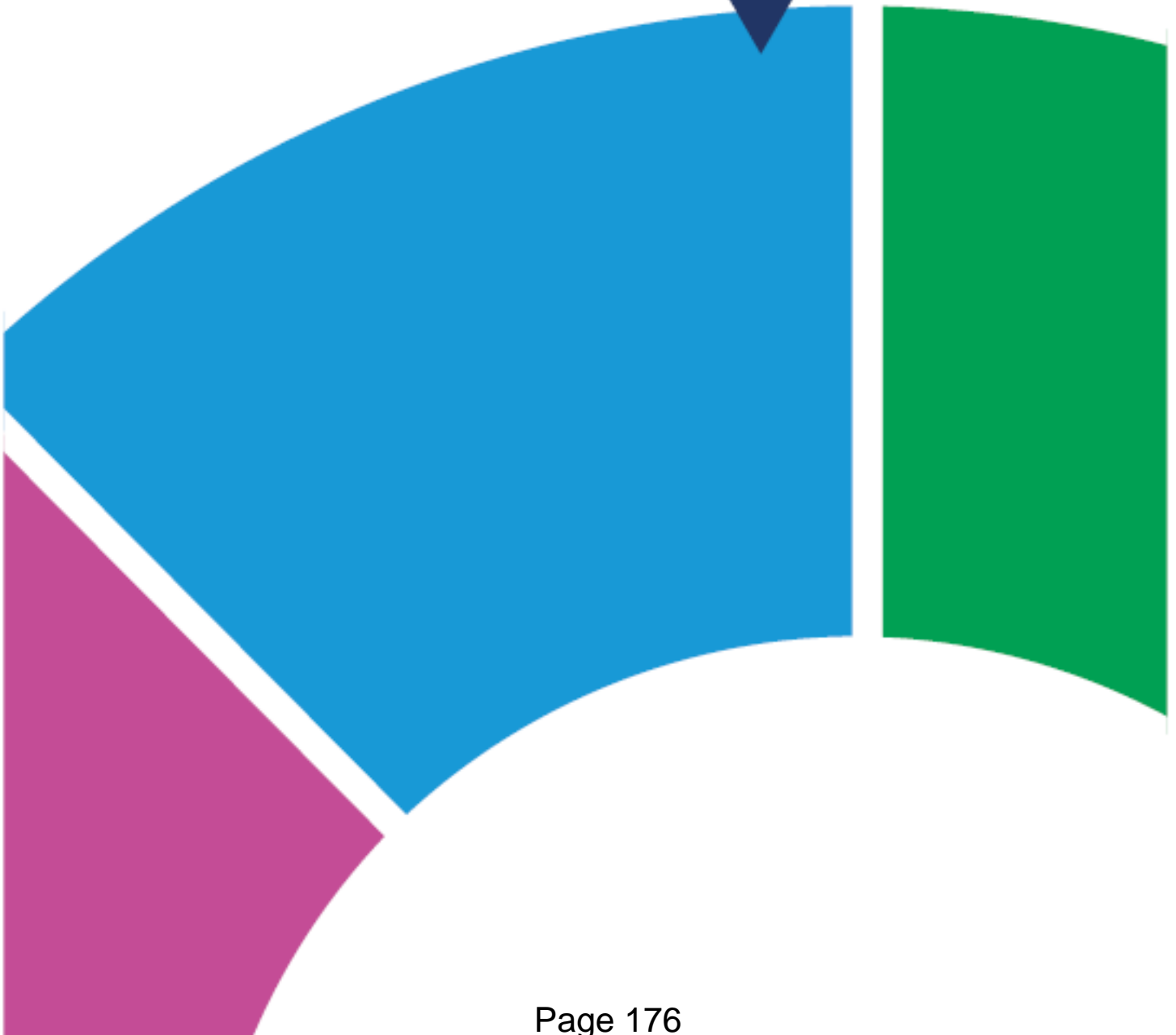
Project name	Primary External Funding	Allocated Amount £000	Spent £000	Remaining £000	Use by date
Edginswell Station	Town Deal (Torquay)	£ 3,000		£ 3,000	31/03/26
Union Square Phase 1	Town Deal (Torquay)	£ 11,043	£ 4,348	£ 6,694	31/03/26
Harbour Public Realm	Town Deal (Torquay)	£ 2,500	£ 1,272	£ 1,228	31/03/26
Pavilion	Town Deal (Torquay)	£ 2,000	£ 105	£ 1,895	31/03/26
Core Area Public Realm	Town Deal (Torquay)	£ 600	£ 99	£ 501	31/03/26
Crossways (Paignton)	FHSF/ Brownfield Land Release Fund	£ 2,766	£ 2,457	£ 309	31/03/25
Torbay Road (Paignton)	Future High Street Fund (FHSF)	£ 668	£ 82	£ 586	31/03/25
Station Square (Paignton)	Future High Street Fund (FHSF)	£ 2,259	£ 320	£ 1,940	31/03/25
Victoria Centre Phase 1 (Paignton)	Future High Street Fund (FHSF)	£ 652	£ 75	£ 576	31/03/25
Victoria Centre Phase 2 (Paignton)	Future High Street Fund (FHSF)	£ 3,862	£ 94	£ 3,768	31/03/25
Diversification (Paignton)	Future High Street Fund (FHSF)	£ 1,300	£ -	£ 1,300	31/03/25
Paignton & Preston Flood Defence	Future High Street Fund (FHSF)	£ 571	£ 42	£ 529	31/03/25
Levelling Up Fund (LUF) Round 2 allocation	DLUHC	£ 20,000		£ 20,000	
LUF 3 Brixham Quay/Epic Business Park Phase 2 development	DLUHC	£ 20,000		£ 20,000	
Paignton Picture House	Community Development Fund	£ 2,323		£ 2,323	
Edginswell Railway Station	Dept for Transport Stations Fund	£ 7,900	2,319	£ 5,581	
Torre Abbey	Various	£ 876	£ 876	£ -	
UK Shared Prosperity Fund (Capital element)	DLUHC	£ 301		£ 301	
Heritage Funding		£ 10,000		£ 10,000	

£ 92,621 £ 12,088 £ 80,533

Capital Investment Plan

January 2024

Budget 2024-2025



Introduction

As detailed in the 2024/25 Capital Strategy, we have fundamentally reviewed the Capital Investment Plan for the period 2024/25 to 2026/27 to provide stronger governance and project management discipline whilst giving greater transparency on the overall funding available for capital investment and the status of existing projects.

The Council remains ambitious in its capital investment aspirations. We have successfully attracted more than £90m of grant funding to support our investment programme with indications that further allocations will follow.

However, challenges remain within the industry with exceptional increases in construction inflation over the last two years and high borrowing costs resulting in financial viability issues across a number of key projects. Often this means that the true cost of delivering a capital project is now well in excess of the original business case submitted and subsequent grant funding attracted.

To provide a greater understanding of the deliverability, and timing, of progressing key work, we have adopted an approach whereby initial funding is only allocated to new projects to progress them to either Outline, or Final Business Case stage. Such projects have been grouped under the heading 'Feasibility and Development' and will only move into the full Delivery / Construction section of the Capital Investment Plan following an approved, fully costed, Final Business Case which clearly identifies the sources of finance required and any risks associated with delivery.

Details of the current status of the Feasibility and Development projects are detailed within this document. At the February 2024 Council meeting, formal decisions will be sought to move the following projects into full delivery / construction stage:

- St Kildas affordable housing scheme;
- Nightingale Park Solar Farm;
- Brokenbury Solar Farm

The 2024/25 Capital Investment Plan has assumed that these projects will be approved at the February 2024 meeting. Amendments to the programme will be made should any recommendations not be supported.

Moving forwards, it is envisaged that individual projects will move from 'Feasibility and Development' to 'Delivery /Construction' throughout the financial year. Relevant Business Cases will be presented to Cabinet, Overview and Scrutiny and Council prior to capital budget amendments being formally approved through the regular Budget Monitoring Reporting process.

Projects under Feasibility and Development

There are a number of large projects that the Council is aiming to deliver, against which various grant funding streams have been identified. These projects will remain under the Feasibility and Development section of the approved Capital Investment Plan until such time as a fully costed Business Case has been approved by Council (following consideration by the Capital and Growth Board, Cabinet and Overview and Scrutiny).

Title and lead officer	Project description	Expected outcome	Planned completion date	Progress to date	Key delivery milestones 24/25	Total expenditure to date £000	Planned expenditure 24/25 £000	Future planned expenditure £000
Crossways, Paignton (Director of Pride in Place)	Demolition and redevelopment of the (Paignton) Shopping Centre site.	Delivery of affordable housing, (and potential extra care), units linked to Town Centre regeneration	October 2026	<ul style="list-style-type: none"> Demolition of the Shopping Centre to be completed by February 2024; Original Planning approval granted for extra care scheme; Revised feasibility / options report produced – passed to the Council's Strategic Development partner 	<ul style="list-style-type: none"> Development partner appointed - Dec 2023; Option appraisal of financially viable options to be produced – May 2024 Planning to commence Summer 2024; Commence on-site for preferred scheme – early 2025 	1,200	250	TBC following Final Business Case
Torre Marine Extra Care Housing (Director of Adult and Community Services)	Development of Extra Care Housing	Residents are supported to live independent, healthy and active lives	April 2027	<ul style="list-style-type: none"> Planning approved November 2022 Procurement complete and preferred contractor identified 	<ul style="list-style-type: none"> Full Business Case to be approved and preferred contractor appointed. Construction start on site Autumn 2024 	680	TBC	TBC following Final Business Case
Edginswell Train Station (Divisional Director – Planning, Housing and Climate Emergency)	Provision of new Railway Station at Edginswell	Transport connectivity and sustainability is improved.	Mid 2026	<ul style="list-style-type: none"> Funding agreement with Network Rail to support and complete the design phase Detailed design nearing completion 	<ul style="list-style-type: none"> Seek support from DfT and other sourced for delivery phase of the scheme; Develop a relevant funding strategy, clearly identifying funding sources for delivery / construction. 	1,997	2,209	TBC following confirmation of additional funding
Torquay Town Deal – Union Square (Divisional Director – Economy,	Phase 1 of the redevelopment of Union Square Shopping Centre, Torquay.	The economy of Torbay grows.	October 2027	<ul style="list-style-type: none"> Purchase of main site and surrounding land assembly units Appointment of a delivery partner for the feasibility and development phase 	<ul style="list-style-type: none"> Preferred option to be presented by delivery partner for approval via Strategic Outline Business Case 	6,839	246	Awaiting Strategic Outline Business Case from Development Partner before

Title and lead officer	Project description	Expected outcome	Planned completion date	Progress to date	Key delivery milestones 24/25	Total expenditure to date £000	Planned expenditure 24/25 £000	Future planned expenditure £000
Environment and Infrastructure)				<ul style="list-style-type: none"> Feasibility studies and scoping of preferred option nearing completion 	<ul style="list-style-type: none"> Planning application to be submitted Spring 2024 Construction start expected late 2024 / early 2025 			allocating any additional funding
12-14 The Strand , Torquay (former Debenhams) (Divisional Director – Economy, Environment and Infrastructure)	Redevelopment of 12-14 The Strand, Torquay.	Strategic place shaping around a key Torbay site. The economy of Torbay grows.	July 2026	<ul style="list-style-type: none"> Planning Committee recommended approval Nov 22 Pre-demolition activities including asbestos removal complete Demolition contractor identified 	<ul style="list-style-type: none"> Demolition due to commence March 2024 Delivery partner to be formally appointed to aid with feasibility 	70	20	Awaiting Strategic Outline Business Case from Development Partner before allocating any additional funding
Torquay Town Deal – Pavilion (Divisional Director – Economy, Environment and Infrastructure)	To undertake feasibility work to identify a cost plan for the full refurbishment of the Pavilion, Torquay	Torbay's unique heritage is protected for the enjoyment of residents and visitors	Aug 2026	<ul style="list-style-type: none"> Initial intrusive surveys and condition reports complete Negotiations with tenant progressed and nearing final agreements for surrender of lease. 	<ul style="list-style-type: none"> Project requires full scoping to gauge feasibility. Following initial feasibility reports being approved, further opening up works will commence. 	443	394	Awaiting initial feasibility report prior to releasing any further funding
Torquay Town Deal – Core Area Public Realm (Divisional Director – Economy, Environment and Infrastructure)	Improvements to the Public Realm in Torquay Town Centre	The economy of Torbay grows.	February 2025	<ul style="list-style-type: none"> Consultation undertaken and completed Detailed design complete Procurement for preferred contractor underway 	<ul style="list-style-type: none"> Procurement to be completed and contractor identified Full Business Case to be completed May 2024 Start on site estimated to be June 2024 	80	40	TBC following Final Business Case
Paignton Future High Streets Fund – Torbay Road (Divisional Director – Economy,	Improvements to the Public Realm in Torbay Road, Paignton	The economy of Torbay grows.	February 2025	<ul style="list-style-type: none"> Trial of full pedestrianisation scheme including consultation and engagement 	<ul style="list-style-type: none"> Conclusion of the consultation on the pedestrianisation trial Outline Business Case April 2024 	133	129	TBC following Outline Business Case

Title and lead officer	Project description	Expected outcome	Planned completion date	Progress to date	Key delivery milestones 24/25	Total expenditure to date £000	Planned expenditure 24/25 £000	Future planned expenditure £000
Environment and Infrastructure)					<ul style="list-style-type: none"> Procurement April – June 2024 Start on site – August 2024 			
Paignton Future High Streets Fund – Station Square (Divisional Director – Economy, Environment and Infrastructure)	Redevelopment of Station Square, Paignton	The economy of Torbay grows.	February 2025	<ul style="list-style-type: none"> Stage 4 Design and Cost Plan complete (information package for tendering a contractor) Procurement of contractor progressed 	<ul style="list-style-type: none"> Contractor Identified March 2024 Full Business Case April 2024 Start on site May 2024 	253	150	TBC following Final Business Case
Paignton Future High Streets Fund – Victoria Centre Phase 1 (Divisional Director – Economy, Environment and Infrastructure)	Phase 1 of the redevelopment of Victoria Centre, Paignton.	The economy of Torbay grows.	January 2026	<ul style="list-style-type: none"> Early enabling and pre-works activity complete Demolition contractor procured Demolition commenced 	<ul style="list-style-type: none"> Demolition Garfield Road Structure to complete June 2024 	351	276	Further spend will be part of the phase 2 development
Paignton Future High Streets Fund – Victoria Centre Phase 2 (Divisional Director – Economy, Environment and Infrastructure)	Phase 2 of the redevelopment of Victoria Centre, Paignton.	The economy of Torbay grows.	To be confirmed	<ul style="list-style-type: none"> Delivery partner engaged to conduct feasibility for the site. 	<ul style="list-style-type: none"> Adjacent site land assembly to conclude. Spend in 24/25 predicated on acquisitions. Initial feasibility and Strategic Outline Case to be presented by Delivery Partner June 2024 	1,360	1,653	Awaiting Strategic Outline Case from Development Partner before allocating any additional funding
Paignton Coastal Defence Scheme (Director of Pride in Place)	Provision of additional protection against sea inundation in low lying areas of Paignton and Preston	The risk of flooding will be addressed.	September 2025	<ul style="list-style-type: none"> All public consultation works completed. Masterplan for the area approved by Cabinet in Jan 23. 	<ul style="list-style-type: none"> Expectation for additional funding to be approved by Environment Agency, (EA), late spring / early summer 24. Phase 1 of works expected to commence September 24 	227	TBC	TBC upon confirmation of funding from EA and approval of an Outline Business Case

Title and lead officer	Project description	Expected outcome	Planned completion date	Progress to date	Key delivery milestones 24/25	Total expenditure to date £000	Planned expenditure 24/25 £000	Future planned expenditure £000
				<ul style="list-style-type: none"> • Planning application submitted October 23. • Application for additional funding submitted to Environmental Agency (EA) December 23 				
Renovation of Oldway Mansion, Paignton (Director of Pride in Place)	Renovation of key Torbay Heritage Asset	Initially to protect the asset from any further deterioration whilst developing a long term solution and funding strategy	10 year restoration Master-Plan	<ul style="list-style-type: none"> • Oldway Master-Plan approved by Full Council in December 2023; • Initial £1m funding identified to progress with Phase 1 of works within the 2024/25 budget papers (subject to Council approval in Feb 24) 	<ul style="list-style-type: none"> • Council approve £1m funding to proceed with phase 1 works in February 2024 (part of 24/25 budget setting) • Specification of initial work drawn up – April 2024; • Commence procurement for initial restoration works – July 2024 	0	250	Initial £1m identified. Full Oldway master-plan estimated as £54m which will require a comprehensive funding strategy

CAPITAL INVESTMENT PROGRAMME - 2023/24 to 2026/27

Appendix 3

Project Details	Project Baseline Financials			Revised 4-year Plan				
	Estimated Scheme Cost £000	Spend in Prev Years £000	2023/24 Budget £000	2023/24 Revised Out-turn £000	2024/25 £000	2025/26 £000	2026/27 £000	Total for Plan Period £000
Capital Programme Project								
Schools Capital Programme								
Capital Repairs and Maintenance	on-going	on-going	300	1,010	300	250	200	1,760
Education Review Projects	on-going	on-going	1,461	111	670	670	660	2,111
High Needs Capital Provision	on-going	on-going	2,650	890	750	750		2,390
Devolved Formula Capital	315			314				314
Paignton Academy STEPS Relocation	1,250	0	0	150	1,100			1,250
Foster Homes Adaptations	300	51	100	1	83	83	82	249
Acorn Centre (Youth Investment Fund)	528	0	264	80	224	224		528

Awaiting confirmation of future year funding.
Assuming previous year funding is utilised up to 25/26
£1.5m of unallocated funding spread over 2x years.
2023/24 spend represents slippage from previous financial year
Business Case approved December 2023
Need confirmaiton that funding will still be utilised.
Need confirmation that scheme is still progressing.

Schools Closed Projects								
Mayfield Expansion	1,575	1,534	0	41				41
Paignton CS Academy Expansion	1,737	1,735	0	2				2
Roselands Primary - additional classroom	599	553	0	47				47
St Cuthbert Mayne Expansion	5,681	4,949		731				731
St Cuthbert Mayne Phase 2	1,000	34	750	966				966

Small amount of final fees to be spent up to March 2024

Retention payment and some fees still to process.
Large retention fee and some landscaping works still to be processed.
In addition to original expansion

Projects under Feasibility and Development								
Crossways, Paignton - Regeneration	36,983	2,264	5,000	1,200	250			1,450
Extra Care Housing (Torre Marine)	22,281	1,415	2,153	680	TBC			680
Edginswell Railway Station	24,400	613	5,000	1,997	2,209			4,206
Union Square Acquisition & Development (Town Deal)	11,043	3,957	7,043	6,839	246			7,085
Strand Land Assembly & (Debenhams) Demolition	13,600	161	2,500	70	20			90
Torquay Town Deal - Pavilion	13,000	57	1,300	443	394			837
Torquay Town Deal - Core Area Public Realm	850	60	598	80	40			120
Torbay Road Paignton (High Streets Funding)	1,500	77	426	133	129			262
Station Square (High Streets Funding)	2,540	202	2,027	253	150			403
Victoria Centre (Paignton) Phase 1 (FHSF)	652	25	602	351	276			627
Victoria Centre (Paignton) Phase 2 (FHSF)	3,862	55	3,312	1,360	1,653			3,013
Diversification (High Streets Funding)	0	0	1,300	0				0
Paignton Coastal Defence Scheme	17,515	238	150	227	TBC			227
Paignton Flood Defence (High Streets Funding)	571	0	485	37	534			571
Oldway Mansion - phase 1 of Master-Plan	0	0	0	0	250	250	250	750

Demolition spend. Development costs to Full Business Case.
Need to confirm funding to get to FBC due in March 24
Funding needed to get to Detailed Business Case.
Awaiting affordable Business Case from Regeneration partners
Awaiting affordable Business Case from Regeneration partners
Awaiting MDL settlement and subsequent Business Case
GPO Post Office Roundabout, Torquay
Final scheme design pending
Final scheme design pending
Demolition Phase
Business Case pending
Project not progressing. Funding to be re-prioritised.
Significant funding gap. Seeking further grant.
Part of above scheme - funding from Future High Streets.
Council commitment to find £1m - funded through TM Reserve

Economic Development / Regeneration								
Edginswell Business Park Unit 1	6,927	2,200	5,724	4,727				4,727
Edginswell Enabling Works (LEP GBF)	5,281	2489	2,250	1,720				1,720
Harbour View Hotel Development	21,249	10,445	8,600	10,804				10,804
Torquay Strand Public Realm (Town Deal Funding)	4,485	587	1,814	800	1,119			1,919
Paignton Picture House (Future High Streets Funding)	1,285	918	367	367				367
Paignton Picture House (Commnuity Dev Fund)	2,323	0	1,800	1,950	372			2,322
Lymington Rd Business Centre (LEP GBF/EGF)	5,925	1070	3,986	4,623	180			4,803
Small Projects - UK Shared Prosperity Fund	361	8	139	131	222			353

To be completed in 2023/24

To be completed in 2023/24. Approved increased spend.
Change request to transfer additional funding to complete.
To be completed in 2023/24
Grant passported from the Council.

Housing Development / Investment								
Temporary Accommodation	10,000	4,121	5,000	5,500				5,500
Disabled Facilities Grants	2,332	0	1,295	1,300	1,032	1,300	1,300	4,932
Enhancement of Development sites	329	137	65	132	60			192
Housing Rental Company - Loan	3,267	2,767	0	456				456
Community Led - Affordable Housing Loans	0	0	3,000	0				0
St Kilda's, Brixham - Affordable Housing	5,696	0	338	438	2,367	2,893		5,698

Acquisitions completed by March 24. Not using the full £10m
Future year funding awaiting confirmation
Expenditure required on sites to enable development and disposal.
Final drawdown on loan arrangement (Totnes Road).
No drawdown to date. Need to determine future need.
Full Business Case being considered by Council 22 February 24.

Environment / Climate Capital Investment								
SWISCO Loan - Vehicle & Equipment Replacement	2,800	1,230	2,338	0	1,570			1,570
SWISCO Loan - Buildings	1,200	0	1,000	0	1,200			1,200
Car Park Investment	850	54	500	796	TBC			796
Climate Change Initiatives	1,000	0	250	334	333	333		1,000
Green Waste Bins	929	201	619	200	264	264		728
Local Electric Vehicle Infrastructure	958	0		0	479	479		958
Changing Places Toilets	180	0	180	180				180
Solar Farm, Brokenbury (EGF)	2,275	192	1,620	288	43			331
Solar Farm, Nightingale Park (EGF)	4,150	385	2,914	484	62			546

Council original approval for £4m loans to be re-set in 2024/25
Council original approval for £4m loans to be re-set in 2024/25
Future investment linked to increased income.
£1m borrowing approved by Council. 50% to provide revenue return.

Anticipated completion by 31.3.24
Revised Business case to be considered in February 2024
Revised Business case to be considered in February 2024

Transport Capital Investment								
Transport Highways Structural Maintenance	4,361		2,038	2,771	1,820	1,820	1,820	8,231
Transport Integrated Transport Schemes	2,241		1,147	1,170	1,071	1,071	1,071	4,383
Transport - Torquay Gateway Road Improvements	3,485	3,450	20	21	14			35
Transport - Western Corridor	12,294	11,682	250	199	200	211		610
Shiphay Lane (Active Travel Fund)	227			0	226			226
Babbacombe Beach Road	469	439	31	15	15			30

Awaiting confirmation of future year funding/investment
Awaiting confirmation of future year funding/investment

Specific grant funding received in 23/24 - to be spent in 24/25

Coastal Defence / Flood alleviation								
Flood Alleviation - Cockington	328	301		27				27
Flood Alleviation - Monksbridge	412	86	295	326				326
Torquay Flood Alleviation	50	4	20	46				46
Paignton Flood Alleviation	60	10	40	50				50
Brixham Flood Alleviation	45	10	25	35				35

Sports, Leisure and Culture								
Clennon Valley Sport Improvements	70	32		22				22
Haldon & Princess Pier	95	7	50	88				88
Princess Pier - Structural repair	1,665	818	60	0	62			62
Torquay Town Dock - Infrastructure Improvements	1,200	741	211	460				460
Harbour Patrol Boat	72	0		72				72
Torre Valley North Sports Facilities	422			46				46
Park Tennis Renovation	504			504				504
Armada Park Refurbishment	91			10				10
Torre Abbey Gatehouse/SW Wing	1,290	54	707	813	422			1,235
Torre Abbey SE Wing/Courtyard/Tower	539	20	297	344	175			519
Torre Abbey Renovation - Phase 3	0	0	208	32				32
RICC Improvements - Backlog Repairs	1,250	935	0	280	35			315

Purchase of Harbour Patrol Boat. Funded through Harbour reserves.

Funded through grant, contributions, reserves and S106s.

Renovation of St Marys, Oldway and Abbey Park Tennis Courts.

Refurbish changing rooms. Grant, contributions and S106 funding.

Small Council contribution to attract external grant funding.

Closed Projects								
Preston (North) - Development of former WCs		47	717	0				0
The Pines (TCCT)	75			75				75
Maidencombe Beach CP (TCCT)	45			45				45
EPIC Xray Equipment	150			150				150
Claylands Redevelopment	11,150	10,748		20	20			40

Funding (to be moved to Projects Pending)								
Adult Social Care Grant	2,777	0	895	80				80
Affordable Housing	1,598	243	529	0				0
Torquay Towns Fund (General)	158	0	52	0				0
General Capital Contingency	342	0	632	342				342
Capital Contingency	0	0	600	0				0

Feasibility costs incurred

Funding to be transferred to pending

Funding to be transferred to pending

Contingency used in 23/24 to fund Harbour View shortfall

Full Capital Investment Plan Totals	293,049	74,411	90,044	61,286	22,641	10,598	5,383	99,908
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