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Date: Tuesday, 13 February 2024

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Dear Member

## **CABINET - TUESDAY, 13 FEBRUARY 2024**

I am now able to enclose, for consideration at the Tuesday, 13 February 2024 meeting of the Cabinet, the following reports that were unavailable when the agenda was printed.

<b>Agenda No</b>	<b>Item</b>	<b>Page</b>
7.	<b>Revenue and Capital Budget 2024/2025</b>	(Pages 2 - 247)

Yours sincerely

Lisa Antrobus  
Clerk

### Cabinet

13 February 2024

### 20 MPH Neighbourhoods

There continue to be high levels of concerns over road safety which have been expressed to us by residents in many parts of Torbay about the excessive speed of traffic in residential areas particularly on arterial routes near or outside schools.

We believe that this is putting the safety of pedestrians at risk, including parents with young children in prams and buggies, as well as for wheelchair users, the frail and elderly, and anybody attempting just to cross a road.

We believe that some of the roads in greatest need of urgent action to control vehicle speeds include our older ex-Council estates and high density areas, which often have a predominance of terraced housing.

The principle has already been agreed by the Council to introduce 20mph neighbourhoods especially in close proximity to our schools and in relation to areas which have a high concentration of accidents. At the 22 February 2023 Transport and Parking Working Party, it was stated that there was strong support from schools across Torbay suffering from speeding traffic impacting on their pupils for such 20mph neighbourhoods. The following schemes were earmarked for action:

#### Phase One

Hayes School (Totnes Road & St Michael's Road) (Hayes Road already has permanent 20mph zone)

Cockington School (Avenue Road & Mill Lane areas)

Sacred Heart School (Cecil Road area)

Barton Academy (Barton Hill Road)

Torquay Academy (Barton Road & Cricketfield Road areas)

St Cuthbert Maine (Teignmouth Road & Westhill Road areas) (could include St Margaret's and Homelands Schools)

#### Phase Two

Roselands Primary School (Roselands Drive area)

White Rock Primary School (Davies Avenue/Gibson Road areas)

Sherwell Valley Primary School (Upper Cockington Lane/Drake Avenue/Hawkins Avenue areas)

Curledge Street Primary School (will be included within the proposed Fisher Street zone

but consideration to expanding zone into Dartmouth Road area)

Ilsham Primary School (Ilsham Road and Babbacombe Road areas)

Eden Park Primary School (in quiet residential area, no 20 limit in place)

St Margaret Clitherow School (in quiet residential area, no 20 limit in place)

Chestnut Primary School (in quiet residential areas, no 20 limit in place)

As at the 19 October 2023 we note with concern that the above schemes which have been earmarked for action are not being delivered at pace. One particular example where the need for reduced traffic speeds is overdue is Barton Hill Road, from the Barton shopping centre, to Hele roundabout, via Barton Academy, where there is an urgent need to reduce traffic speeds. We are also aware that accidents continue to happen in the neighbourhood of St Cuthbert Mayne with a motorcycle accident where the motorcyclist was hospitalised in early October.

In light of this and in the interests of community safety, therefore the Cabinet is recommended:

That as part of the Cabinet's final budget proposals, consideration be given to allocating £100,000 to £150,000, from the additional Government monies, to expedite the delivery of 20 mph zones for neighbourhoods in close proximity to schools within Torbay.

Promoter: Councillor Fox  
Supporter: Councillor Virdee

**Meeting:** Cabinet  
Council

**Date:** 13 February 2023  
**Date:** 22 February 2023

**Wards affected:** All

**Report Title:** Revenue Budget 2024/2025

**When does the decision need to be implemented?**

Immediately

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**Director/Divisional Director Contact Details:** Malcolm Coe, Director of Finance,  
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## 1. Purpose of Report

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- 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 several plans within the Council. This will meet the ambitions expressed within the Community and Corporate Plan and other related strategies.
- 1.2 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 are 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).
- 1.3 Within the budget setting process, the Chief Finance Officer must statutorily provide advice as to the robustness of the budget and this report sets out this opinion.

## 2. Reason for Proposal and its benefits

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

### 3. Recommendation(s) / Proposed Decision - Partnership's Budget Proposal

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- 3.1 That for 2024/25 net revenue expenditure of **£139.2m** resulting in a Council Tax requirement of **£88.4m** for 2024/25 (a 4.75% increase in Council Tax, of which 2% is for Adult Social Care) be approved.
- 3.2 That the proposed Fees and Charges for 2024/25 be approved.
- 3.3 That, in accordance with the requirement of the Local Government Act 2003, the advice given by the Chief Finance Officer with respect to the robustness of the budget estimates and the adequacy of the Council's reserves (as set out in the report) be noted.
- 3.4 That it be noted that the Brixham Town Council precept for 2024/25 of £473,471 will be included as part of the Torbay Council budget for Council Tax setting purposes.

### Background Information

- 4.1 The Cabinet has published its budget proposals, and these are available to all Members of the Council. All Members have available copies of the supporting information which has been published alongside the proposals:
  - Chief Financial Officer's Report
  - Cabinet's Response to Consultation
  - Consultation Report
  - Overview and Scrutiny report
  - Equalities Impact Assessment
  - Fees and Charges 2024/25
  - Revenue Reserves Policy 2024/25
  - Revenue Savings Plans
  - Capital Strategy 2024/25
  - Capital Investment Plan 2024/25
  - Treasury Management Strategy 2024/25

### 5. Robustness of the budget estimates

- 5.1 Key to budget setting is the robustness of the budget proposals, which is linked to both service demands, and the risks associated with those services. Several assumptions have been made in the development of the budget for 2024/25 to mitigate against the risks. Several specific risks and their mitigation are shown below:

Risk	Risk Rating	Mitigation
Economic impact of cost of living.	Medium	<p>Changes to the Council tax Support Scheme will provide additional support to those most in need alongside recent increases in Local Housing Allowances.</p> <p>The inclusion in the 2024/25 budget of an allocation to continue support for food banks and debt advisory service.</p> <p>A reserve has been retained for crisis support.</p>
Performance of Subsidiary Companies	Medium	<p>Council oversight as owner over its companies including attendance at Board meetings and review of performance.</p> <p>Council approval required for reserve matters and for investment/borrowing proposals.</p>
Inability to deliver a balanced budget over the next three financial years	Medium	<p>The Medium-Term Resource Plan has been revised and updated as part of the 2024/25 budget setting process with Council savings plans focussed on relevant actions required to deliver longer term financial sustainability.</p>
Identified budget reductions for 2024/25 are not achieved	Low	<p>None of the strategic saving proposals are required in order to balance the budget in 24/25. Progress against these proposals will be monitored monthly by Senior Leadership Team.</p> <p>The Council also has in place a series of regular revenue and capital monitoring reports, which are presented to the Overview and Scrutiny Board and the Council which review the budget on a quarterly basis throughout the financial year, which mitigates against the risk of inadequate financial control.</p> <p>Directors, Divisional Directors and all managers have a responsibility to ensure they maintain spend within their approved budget allocation.</p>
Overspend against the proposed 2024/25 Children's Services budget	Medium	<p>The Director of Children's Services (DCS) has a sufficiency strategy with several work streams that have been established which are being implemented, supported by a range of monitoring and performance arrangements. £3m of additional base funding has been provided in 2024/25 to address the current level of spend alongside an allocation for growth and inflation.</p>
Overspend against the proposed 2024/25 Adult Social Care budget	Medium	<p>A contract is in place with Health in which the Council pays a fixed payment to provide Adult Social Care with no exposure to any over or under spends.</p> <p>50% of the increase in the Council's Social Care grant has been allocated to this contract to partially address the level of overspending against current budget. In addition, there are additional service specific grants from central government;</p>

Risk	Risk Rating	Mitigation
		<p>Discharge Fund, Improved Better Care Fund and Market Sustainability and Improvement Fund which are passported into the integrated contract.</p> <p>Advanced negotiations are taking place between the Council and colleagues in Health to extend the integrated contract beyond its current expiry date of March 2025.</p>
Insufficient income generated	Medium	<p>Some income budgets have increased significantly in recent years resulting in some shortfalls. The cost of living may have contributed to this.</p> <p>A prudent view has been taken of income streams in 2024/25 and a contingency held in respect of varying rent levels on the Council's Commercial Investment estate.</p>
Collectability of council tax and NNDR	Low	<p>The Council has introduced a new Council Tax Support Scheme for 2024/25 which includes an additional £550k in the budget resulting in greater financial support for our residents.</p> <p>Recent increases in Local Housing Allowances should also provide financial assistance to those in rented accommodation which should have a corresponding positive impact on their ability to pay Council Tax.</p> <p>2023/24 Collection rates for both Business Rates and Council Tax are currently in line with the budget set.</p> <p>Provision for appeals and non-collection of NNDR is included in 2024/25 NNDR income estimate.</p>
Insufficient reserve levels because of a significant budget variance or unforeseen event.	Medium	<p>A revised Revenue Reserves Policy has been presented as part of the 2024/25 budget setting process.</p> <p>The General Fund balance is estimated to increase to the desired level of 5% by year end.</p> <p>The Comprehensive Spending Review Reserve is estimated to be restored to the £3m target balance at year end.</p>
Exposure to changes in interest rates	Medium	<p>Treasury Management Strategy to be approved by the Council. All historic borrowing currently on fixed rate deals.</p> <p>Interest rate rises could increase the future costs of council borrowing.</p>
Inflationary pressures	High	<p>Budget build has included estimates of inflation at a rate of 4% on main contract spend. Services will be expected to manage general non-pay inflation, but a modest central contingency is being held to address any exceptional unforeseen increases.</p> <p>Inflation has reduced from 10.1% in January 2023 and is currently 4%. Forecasts from the ONS predict CPI to be less than 3% by the end of 2024/25.</p>

Risk	Risk Rating	Mitigation
		<p>A 4% pay award has been estimated and catered for within the 2024/25 base budget.</p> <p>Capital Plan has a number of projects where there has been cost inflation and or supply chain issues that will result in project cost increases. Revised governance arrangements have been implemented to provide greater transparency, and control, over the development and delivery of capital projects.</p>
Income linked to major prudential borrowing schemes not achieved at forecast levels.	Medium	<p>Approval by Council supported by a detailed business case.</p> <p>Income streams reviewed as part of budget monitoring</p> <p>Future Business Cases which require Council borrowing will be subject to closer political scrutiny with greater financial detail provided prior to Council approval.</p>

5.2 In accordance with the requirement of the Local Government Act 2003, the Chief Financial Officer must report to the Council on “the robustness of the estimates made for the purposes of the (budget) calculations” and the “adequacy of the proposed financial reserves”.

5.3 Taking account of the financial risks facing the Council and the mitigations outlined in paragraph 5.1 above, the **Chief Financial Officer’s Statement** is as follows:

**“I have taken into account information, risks and assurances from the Leader of the Council, the Cabinet and Council Directors in forming my opinion. My opinion is that the 2024/25 budget is based on robust budget estimates.**

This opinion is supported by the current financial position across the Council with a relatively modest overspend forecast in 23/24 with known pressure areas being addressed through the 2024/25 budget setting process.

The key risks are outlined in the table above.

5.4 In relation to reserve levels, a thorough review of all reserves held by the Council has been undertaken, as highlighted within the Chief Finance Officer’s Revenue Reserves Policy for 2024/25. The paper states:

**“With these actions taken, and with the principles detailed consistently applied, as Section 151 Officer, I believe the reserves to be adequate”.**

5.5 I fully support maintaining a prudent level for the General Fund reserve at 5% of the Council’s net revenue budget to mitigate against the risks identified.

5.6 Actions are required in relation to the following key risks:

- a) That the Council maintains the focus on social care, both adults and children’s, as the biggest financial risks to the Council. It is important to conclude negotiations with the Integrated Care Organisation by 31 March 2024 to provide clarity for 25/26 onwards.
- b) That the Council maintains **Page 8** on proactive prevention and support for



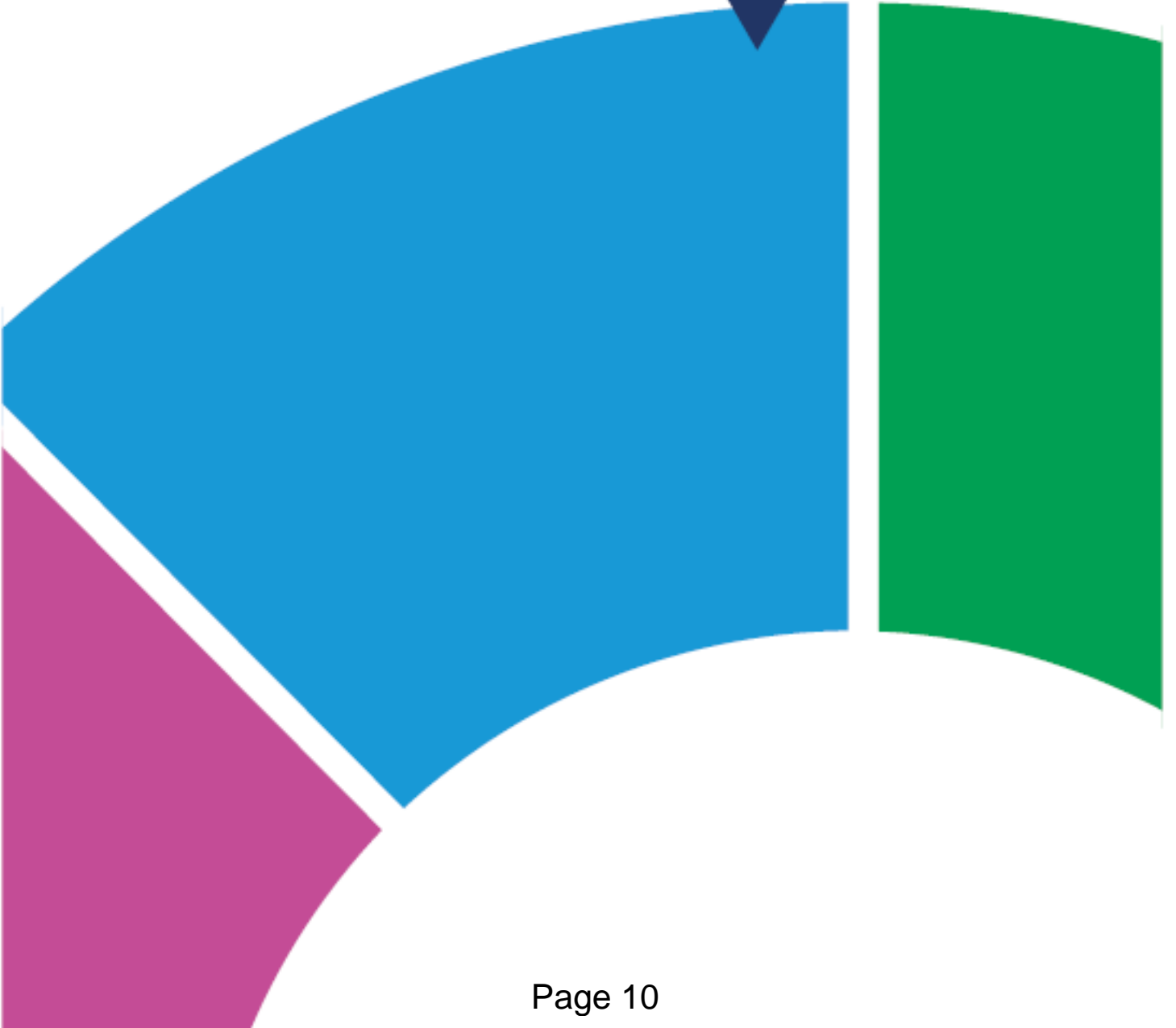
homelessness alongside managing temporary accommodation needs in an effective and efficient manner;

- c) That the Council maintains its focus on the delivery of the 'Safety Valve' Recovery Plan for reducing the deficit on the Higher Needs Block.
- d) That the Council continues to assess the financial viability of the projects with its capital plan.

# Chief Finance Officer's Report

8 February 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 Final 2024/25 Local Government Finance Settlement was announced on 5 February 2024, following a provisional announcement on 18 December 2023. As expected, it provided just a one year "roll over" settlement and 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. The Final Local Government Finance Settlement confirmed the following increases for Torbay Council:
  - Additional Social Care Grant, of which Torbay's share was £1.727m – to be split equally between Adults and Childrens Social Care.
  - An increase of £0.020m in the provisional allocation of Service Grant.
  - Public Health Grants were confirmed and the allocation for Torbay was £0.146m higher than expected.
  - We are estimating a £0.590m increase in income from our National Non-Domestic Rates (NNDR), following submission of NNDR1 forms. A net £0.470m of this is available for spend after provision for legal advice and required compliance with legislation.
9. The Final Settlement also contained details of some additional one-off funding. This related to compensating Local Authorities for the business rates exemption for green plant and machinery. Torbay's allocation is £51k.
10. The Government has also confirmed that £100 million will be released from the safety net and levy account in 2023/24 on a one-off basis, distributed using 2013/14 settlement funding assessment shares. Allocations have not been published, but we are estimating an allocation of £225k.
11. A summary of these changes are shown within the below table:

	Final 2024/25 £m	Provisional 2024/25 £m	Variance £m
<b>BASE REVENUE FUNDING</b>			
Council Tax	88.353	88.353	0.000
New Homes Bonus	0.225	0.225	0.000
Revenue Support Grant	8.219	8.219	0.000
Business Rates	42.407	41.817	0.590
<b>Total Sources of Funding</b>	<b>139.204</b>	<b>138.614</b>	<b>0.590</b>
Services Grant	0.227	0.207	0.020
Social Care Grant	18.685	16.958	1.727
Public Health Grant	10.697	10.551	0.146
	<b>29.609</b>	<b>27.716</b>	<b>1.893</b>
Specific ASC Grants:			
- Improved Better Care Fund	8.838	8.838	0.000
- Discharge Fund	2.065	2.065	0.000
- ASC Market Sustainability and Improvement Fund	3.625	3.625	0.000
- ASC MSIF Workforce	0.000	0.000	0.000
	<b>14.528</b>	<b>14.528</b>	<b>0.000</b>
<b>TOTAL FUNDING</b>	<b>183.341</b>	<b>180.858</b>	<b>2.483</b>
<b>One-off Revenue Funding :</b>			
Release of £100m safety net and levy account in 23/24	0.225	0.000	0.225
Compensation for exemption of green plant and machinery	0.051	0.000	0.051
	<b>0.276</b>	<b>0.000</b>	<b>0.276</b>

12. Of the £2.483m additional base revenue funding highlighted above, the largest proportion relates to the Social Care Grant, of which 50%, (£860k), will be ringfenced for Adult Social Care services provided through the Integrated Care Organisation. The level of additional Council funding already proposed for Childrens Services means that the other 50% can be used flexibly across all Council services, including Childrens. After taking into account the net increase in Business Rates and excluding the ring-fenced Public Health grant, a total of £1.350m of additional funding has been confirmed against which emerging pressures, priorities and feedback from the budget consultation have been considered.
13. Members of the Overview and Scrutiny Board (through the Priorities and Resources Review Panel) have examined the proposals in detail and stakeholders and residents have also had the opportunity to make representations on the proposals through the consultation period, finishing on 7 February 2024. The Cabinet have reviewed the responses received and the final budget proposals have been drawn up accordingly.
14. The additional funding highlighted above has enabled the residual budget gap of £0.300m to be removed and the budget to be balanced for 2024/25. It has also enabled several other changes to be recommended which are detailed in the 'Cabinet Response to Consultation' document.

15. A summary of the proposed new budget allocations from the additional £1.350m is detailed below:

- £300k - Address the 2024/25 revenue budget gap (as at draft budget stage).
- £300k - Fostering. National Fee increase of 7% (above budgeted allocation).
- £50k - Youth Justice Service overspend (Torbay Council's 50% share).
- £200k - Concessionary Fares Replenish previously reduced budget.
- £50k - Torre Abbey setting more realistic income targets.
- £70k - Subsidised Bus contracts. Maintaining and improving existing routes.
- £100k - Housing service. Additional capacity to accelerate development.
- £100k - Events. Providing stability in the staffing base to facilitate events.
- £180k - Children's Services. Further investment linked to legislation changes.

16. It is also proposed that the following priorities are addressed through the additional funding available:

- £200k - Cost of living. Supporting food banks and debt advice services (one-off funding).
- £50k - Torbay Coast and Countryside Trust transitional funding (one-off funding).
- £25k Supporting capacity to deliver new 20mph zones (one-off funding).
- £75k - Supporting Sports groups to become financially sustainable (to be funded by additional Public Health Grant for 2024/25)

17. The changes have affected the net budgets for Directorates, which have been updated and outlined in the table below. The net budget has only increased by £0.590m - due to the additional NNDR income – as per the table above. Grants are accounted for outside of our 'Sources of Funding' hence do not affect the net budget figure. Such Grants have contributed to the increase in surplus which is recorded against the Corporate Finance heading. There have also been a few "technical" adjustments between service areas.

18. A summary of the proposed 2024/25 budget by service area is detailed below:

2023/24 Net £m	Directorate/Service	2024/25 Net £m
51.4	Adult Services (Inc. Community & Customer Services)	55.9
50.2	Children's Services	54.6
10.4	Public Health	10.7
12.2	Corporate Services and Chief Executive	13.8
(11.9)	Finance	(16.6)
(4.1)	Investment Properties	(4.1)

22.7	Place Services	24.9
<b>130.9</b>	<b>TOTAL</b>	<b>139.2</b>
	<b>Sources of Funding</b>	
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)	42.4
0	New Homes Bonus	0.2
<b>130.9</b>	<b>TOTAL</b>	<b>139.2</b>

19. 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.
20. This report supports the Revenue Budget 2024/25, to be presented to Council on 22 February 2024, along with the Revenue Reserves Policy. 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.
21. In support of the headline decisions, allocations and savings proposed in the budget, a detailed Budget Digest will be produced after 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](http://www.torbay.gov.uk/media/18891/budget-digest.pdf)

## Capital Investment Plan 2024/25

22. As required by the Council's Constitution, the 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.
23. 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.



24. 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.
25. To address this, a new approach has been 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 detail of approved spend on the projects to progress work, and development, 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.
26. A few minor changes have been made in the Capital Investment Plan for 2024/25 reflecting an updated profile of when spend is anticipated across financial years. A column has also been added to the Plan to detail, where relevant, the original estimated project costs alongside the current estimated costs (in response to a request made through the Scrutiny process).

## Local Government Finance Settlement 2024/25

27. 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.

The 2024/25 settlement is fundamentally a one year "roll over" from 2023/24 and provides a minimum 4% increase in Core Spending Power before local Council Tax decisions. 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).

28. 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.

29. 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 continues and the final settlement confirmed a further £500m through this grant for councils with responsibility for adult and children’s social care. Torbay’s allocation is now £4.4m greater than in 2023/24. This additional funding will be used to support provider and other demand and inflationary costs in Children’s Services and Adult Social Care (ASC).
30. 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 - ring fenced to adult social care and passported to the final year of the Integrated Care Organisation, (ICO), contract with Health.
31. 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

32. 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.
33. The latest Consumer Price Index (CPI) inflation figure published by the Office for National Statistics (ONS) is 4% and is based on December 2023 data. The Office for Budgetary Responsibility (OBR) forecast is that CPI inflation will fall to 2.8% by the end of 2024/25.
34. 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

35. 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.

36. 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 recoupmnt 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.

37. 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.

38. 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.

39. 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

40. 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.

41. Additional funds raised by the 2024/25 (ASC) Council Tax precept of 2%, (approx. £1.7m), will be passported for adult social care including continuation of funding to voluntary sector partners providing essential support to core service areas.
42. 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.
43. 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 £4.4m 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.
44. 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.
45. 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 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

46. 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.

47. 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, 31 properties have been purchased by Torbay Council, with 26 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.
48. 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.
49. 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.
50. 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

51. 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.
52. 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.

53. 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.
54. Despite proactive action, budget monitoring in 2023/24 is predicting an overall overspend for Childrens 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.
55. 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.
56. 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.
57. 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

58. 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.
59. 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.
60. 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.



61. 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

62. 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.
63. 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.
64. 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.
65. 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.
66. 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.

67. 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).
68. 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

69. 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.
70. 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.
71. 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.



72. 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.
73. 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.
74. An allocation of £200k is also proposed to fund the introduction of a Residents' Discount Scheme – the details of which are being worked up.
75. 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

76. 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.
77. 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.
78. 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.
79. 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

80. 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.
81. 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.
82. 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.
83. 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)

84. 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).
85. 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.

86. 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.
87. 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).
88. 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

89. 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.
90. 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.
91. 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.
92. 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

93. 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.
94. 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.
95. 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

96. The Council's General Fund Reserve of £5.7m 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.
97. The Finance Director (Chief Finance Officer) has undertaken a thorough review of all Council Reserves held and subsequently updated the Financial Reserves Policy which is detailed as **Appendix 2**.
98. 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

99. To provide more information and transparency on the Councils' financial position, CIPFA issued a "Financial Resilience Index" as a comparative analytical tool.

100. 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

101. 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.

102. 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.

103. 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. The funding gap for 2024/25 has subsequently been addressed through the improved financial settlement but the figures for 2025/6 and 2026/27 remain the same.

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
<b>FUNDING</b>				
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
<b>Total funding</b>		<b>-9.4</b>	<b>-5.8</b>	<b>-6.1</b>
<b>PRESSURES</b>				
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
<b>Total estimated spending pressures</b>		<b>9.9</b>	<b>11.4</b>	<b>8.2</b>
Income from fees and charges		-0.2	-0.2	-0.2
<b>Budget gap - to be found from savings</b>		<b>0.3</b>	<b>5.4</b>	<b>1.9</b>

104. As can be seen in the figures, the Council needs to take action now in order to provide greater assurance, and sustainability, in budgets for 2025/26 and beyond.
105. 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.
106. 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.
107. The Medium-Term Resource Plan will be updated periodically throughout 2024/25.

# Budget 2024/2025 - Consultation Report

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## Executive Summary

The Cabinet published draft proposals for the Council’s revenue and capital budget for 2024/25 in January 2024 and an online survey was created to gather public views. The consultation opened on 10 January 2024 and closed at midnight on 7 February 2024.

There were 198 responses to the consultation survey – 186 completed online, 12 completed at the Residents Engagement Event and one on paper. All percentages shown within this report use the number of people that completed the survey as the denominator. All comments within this report are shown as written by the respondent. No written representations were received.

During the course of the consultation, residents and stakeholders were encouraged to take part with posts on our Facebook, X/Twitter and LinkedIn pages as well as articles in One Torbay and Staff News. A Residents Engagement Event was held on Saturday 27 January 2024 to share information about the proposals for the council’s 2024/25 budget and answer questions.

A summary of responses to the survey are shown in the table below.

Question	Yes Actual	Yes %	No Actual	No %
Do you agree with the principle for providing early help, support and	141	76.22%	27	14.59%



prevention through Family Hubs to children and their families?				
Do you agree with the proposal to review transport arrangements for children and young people?	148	80%	27	14.59%
Do you agree with the proposal to invest £300,000 per year to bring the three town up to a standard we can all be proud of?	176	95.14%	5	2.7%
Do you agree with the proposal to invest £300,000 per year to tackle anti-social behaviour in all our town centres, to help make them safer and more welcoming?	158	85.41%	18	9.73%
Do you agree with the proposals to increase Fixed Penalty Notice Charges for dog fouling, littering, graffiti and fly posting	158	85.41%	19	10.27%
Do you agree with the proposals to invest £250,000 a year for the next four years to ensure we can deliver events?	129	69.73%	45	24.32%
Do you agree with the proposal to invest £1mill to put in place preventative measures to avoid further deterioration of Oldway?	123	66.49%	50	27.03%
Do you agree with the proposal to change venues and purchase our own equipment to run live-streaming of the Council, Cabinet and Planning Committee, deliver these at a lower cost?	123	66.49%	46	24.86%
Do you agree with the proposal to increase council tax to 4.75%	88	47.57%	81	43.78%

Alongside the consultation on the proposed budget, the Council also undertook consultation to vary the licence fees in relation to hackney carriages and private hire vehicles. The details of this consultation are included at Appendix 1.

## Introduction

The Cabinet published their draft proposals for the Council's revenue and capital budget for 2024/25 in January 2024. An online survey was created to gather the views of the public as well as a face-to-face engagement event. Paper surveys were available on request.



The consultation opened on 10 January 2024 and closed at midnight on 7 February 2024.

The audience for this consultation was all those that live or run a business in one of the three towns of Torbay – Torquay, Paignton and Brixham.

An online consultation was launched, with paper copies available on request.

The consultation was promoted in a number of ways. This included:

- Media briefing
- Members briefing
- The Council's e-Newsletter One Torbay
- Through regular staff news updates (as the majority of our employees are also Torbay residents)
- Press releases
- Social media
- On the Consultation webpage on the Councils website
- Also on Have Your Say Torbay – the Council's Engagement platform

The face-to-face engagement event took place on Saturday 27 January in St. Marychurch precinct. This was the regular Residents Engagement event, and the theme was around the budget proposals.

Two press releases were sent out, one at the beginning and another later on in January, encouraging people to take part and to attend the engagement event in St. Marychurch.

24 social media posts were scheduled in total. This was across Facebook, X (Twitter), LinkedIn and Nextdoor. Across all the social media channels the posts made 16,667 impressions. There 172 clicks on the links to view the budget consultation, compared to last year there were 280 link clicks. 24 comments were left on the posts (68 last year), 22 reactions (123 last year) and 18 shares (26 last year).

Eight articles were shared through either the One Torbay or Staff News e-Newsletters. In total these articles encouraged 1,104 subscribers to click on the links to the consultation 1,790 times. In comparison to the Budget Consultation that took place in 2023, there were 251 unique clicks from the e-newsletter articles.

At the face to face engagement event in St. Marychurch, 128 visitors were logged as attending and speaking to Councillors and Officers. Approximately a further 30 people stopped to read the boards and take flyers. 12 visitors took the opportunity to look at and answer the budget questions on the Boards. These 12 visitors did not necessarily answer all the questions.

## Consultation responses

The total number of responses received overall was 198.

Of these, 186 were completed online, in comparison, 67 were completed the same way last year. Also last year, 127 people voted using the social media polls.

One was from a paper survey, and 12 from the resident's engagement event.

The results below show all the responses together but the totals are different due to those taking part at the engagement event not answering all the questions.

### Responses to individual survey questions

#### Question 1

We are proposing to increase the Children's Services budget by £1.9 million as this is necessary to meet existing demand. However, we want to continue to focus on providing early help, support and prevention through Family Hubs so children can receive the right support at the right time to meet need. This will enable more children and young people to live within their families and communities, reducing the need for statutory intervention. Do you agree with the principle for providing early help, support and prevention through Family Hubs to children and their families?

Option	Total	Percent
Yes	146	76.44%
No	28	14.66%
Prefer not to answer	17	8.90%
Total	191	100%

#### Question 2

Do you currently use the Family Hubs across Torbay, including the virtual Family Hub website?

Option	Total	Percent
Yes	6	3.14%
No	156	81.68%
Did not know of its existence	29	15.18%
Total	191	100%

#### Question 3

We want to work further with children and young people and their parents/carers to promote safe independent travel to school. By reviewing our transport arrangements for children and young people on an individual basis we can support children to become more independent when the time is right for them to safely travel around their local area. This will reduce the need for unnecessary transport on minibuses and taxis. Do you agree with this proposal?

Option	Total	Percent
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Yes	152	79.58%
No	29	15.18%
Prefer not to answer	10	5.24%
Total	191	100%

#### Question 4

Do you have children or young people in your family who currently use home-to-school transport?

Option	Total	Percent
Yes	6	3.16%
No	178	93.68%
Prefer not to answer	6	3.16%
Total	190	100

#### Question 5

We want to invest £300,000 per year to bring the three towns of Torquay, Paignton and Brixham up to a standard we can all be proud of. This will include increases in grass cutting, keeping kerbsides weed free, improving road markings, cleaning of town centres and repairing of potholes in our residential areas as well as in our high-profile tourist areas. Do you agree with this investment proposal?

Option	Total	Percent
Yes	183	95.30%
No	5	2.60%
Prefer not to answer	4	2.10%
Total	192	100%

#### Question 6

We want to invest £300,000 per year to tackle anti-social behaviour in all our town centres, to help make them safer and more welcoming. This will provide additional enforcement officers and support and welfare staff to address the root cause behind the anti-social behaviour. Do you agree with this investment proposal?

Option	Total	Percent
Yes	163	85.79%
No	18	9.47%
Prefer not to answer	9	4.74%
Total	190	100%

#### Question 7

We know that improving public spaces really matters – it is where we live, work and play. We know that litter, fly posting, graffiti and dog poo can blight our streets, parks and beaches. As well as increasing investment through Operation Brighter Bay, we are proposing an increase in the Fixed Penalty Notice Charges for dog fouling,

littering, graffiti and fly posting from £80 to £100 for dog fouling (the maximum set by our Public Spaces Protection Order) and £150 for littering, graffiti and fly posting littering. The aim is to ensure that there is a suitable and significant deterrent. Do you agree with the proposal to increase such charges?

Option	Total	Percent
Yes	165	85.90%
No	19	9.90%
Prefer not to answer	8	4.20%
Total	192	100%

### Question 8

The English Riviera has a strong history of being a premier coastal resort, with a tourism sector that supports local and regional businesses, creates local jobs and contributes to the sense of pride in place and quality of life for our residents. However, in recent times we have struggled to keep pace with changing market needs. We have developed a Destination Management Plan, which sets out priority actions and delivery tasks that can help the destination succeed, but financial investment is needed to deliver against this. We want to invest £250,000 a year for the next four years to ensure we can deliver events, for our residents as well as encouraging people to visit, stay and spend in the Bay. Do you agree with this investment proposal?

Option	Total	Percent
Yes	135	70.68%
No	45	23.56%
Prefer not to answer	11	5.76%
Total	191	100%

### Question 9

In December 2023 the Cabinet received a report which provides the basis to address the conservation challenges at Oldway, renewing it as an important asset. The report identified an urgent need for approximately £1 million to be identified to put in place preventative measures to avoid further deterioration of the structure of the building. We have identified funds that can deliver this first stage of repairs and maintenance at Oldway Mansion. Do you agree with this investment proposal?

Option	Total	Percent
Yes	129	67.19%
No	50	26.04%
Prefer not to answer	13	6.77%
Total	192	100%

### Question 10

Over the past year we have run a trial live-streaming meetings of the Council, Cabinet and Planning Committee. Through changing the venue of these meetings and purchasing our own equipment we can continue to live stream meetings at a

lower cost. However, the quality of the live streaming is unlikely to be of the same quality as is currently provided through the trial. Do you agree with this proposal?

Option	Total	Percent
Yes	127	66.50%
No	46	24.08%
Prefer not to answer	18	9.42%
Total	191	100%

### Question 11

Reflecting on the ongoing cost increases in providing adult social care, as well as the ongoing cost of providing the services you value we are proposing an increase in Council Tax. The Government assumes that local authorities with social care responsibilities will raise Council Tax by 4.99%. We are proposing to increase the Torbay Council element of Council Tax by 2.75% plus 2% for adult social care which means the total increase is proposed to be 4.75%. For more information on this please read our Budget Overview. The increase is £1.62 per week (£84.33 per year) for an average Band D property. Do you agree with this proposal?

Option	Total	Percent
Yes	100	50.51%
No	82	41.41%
Prefer not to answer	16	8.08%
Total	198	100%

### Response to free text questions and boxes

In this consultation there was only one free text question which asked if there were any more comments those that took part would like to leave.. The majority of the comments did cover a number of different themes. In total there were 112 comments left.

Listed below is a summary of the themes mentioned in these comments:

- Anti-social behaviour – mentioned 17 times
  - Covering things like more enforcement, feeling safe in town centres and parks
- Oldway – mentioned 15 times
  - Invest in (mentioned 10 times)
  - Don't invest in (mentioned five times)
- Council Tax – mentioned 16 times
  - Don't increase (mentioned nine times)
  - Increase (mentioned seven times)
- Topics linked to dogs (mentioned 16 times)

- Too much dog fouling (mentioned seven times)
- Need a dog warden/enforcement (mentioned eight times)
- More dog bins (mentioned once)
- Pavilion – agreeing with doing something with (mentioned four times)
- Parks to be safe / clean / rewilding / plant more green areas (mentioned four times)
- Improve roads i.e. potholes and road markings (mentioned four times)
- Four comments that budget was well rounded / clear strategy
- Reduce litter (mentioned three times)
- Improve towns / jobs and homes (mentioned twice)
- No mention of affordable housing (mentioned twice)
- Cut grass verges (mentioned twice)
- Invest in youth activities (mentioned twice)
- Don't fund the airshow (mentioned twice)

Demographics of who took part

**Which town do you live in? Select only one**

Torquay	Paignton	Brixham	Responding as a business
99 (54.7%)	68 (37.57%)	13 (7.18%)	1 (0.55%)

**Which of the following options best describes how you think of your gender identity? Tick one only**

Female	Male	Prefer not to say
80 (43.96%)	92 (50.55%)	10 (5.49%)

**Which of the following age groups applies to you? Tick one only**

0-15	16-24	25-34	35-44	45-54	55-64	65-74	75 plus
1 (0.55%)	2 (1.10%)	8 (4.40%)	11 (6.04%)	34 (18.68%)	58 (31.8%)	52 (28.57%)	16 (8.79%)

**Which of the following best describes your ethnic background? Tick one only**

White	Mixed ethnicity	Asian or Asian British	Black or British	Chinese
170 (97.14%)	2 (1.14%)	1 (0.57%)	2 (1.14%)	0 (0%)

**Employment Status - Tick one only**

Working full-time in Torbay	Working full-time elsewhere in Devon	Working part-time in Torbay	Working part-time elsewhere in Devon	Self-employed – full - or part-time	Student
40 (22.6%)	11 (6.21%)	16 (9.04%)	2 (1.13%)	16 (9.04%)	0 (0%)
Looking after Family/Home	Temporary Sick	Long-Term Sick	Retired	Unemployed	
3 (1.69%)	0 (0%)	5 (2.82%)	82 (46.33%)	2 (1.13%)	

**Do you consider yourself to be disabled in any way? Tick one only**

Yes	No
28 (15.38%)	154 (84.62%)

**If you answered "Yes", please tell us how it affects you. Tick as many as apply**

It affects my mobility	It affects my vision	It affects my hearing
13 (72.22%)	2 (11.11%)	3 (16.67%)

## Appendix 1 – Consultation on licencing fees (hackney carriages and private hire vehicles)

### **1. Background Information**

- 1.1 Torbay Council regulates the Hackney Carriage and Private Hire industry through the licensing framework set out in the Local Government (Miscellaneous Provisions) Act 1976.
- 1.2 Fees for licences should be set at a figure that will recover the cost of the licensing administration including enforcement, in so far as is consistent with the particular provisions which allow licence fees to be charged. The budgets for taxi licensing are separated into the four different licence types, licensed driver, hackney carriage vehicle licence, private hire vehicle licence and private hire operator licences.
- 1.3 The majority of the licence fees were increased by 4%, however the vehicle licence for both private hire and hackney carriage vehicle fees were increased by 24% and 25% respectively to ensure the cost of full costs were covered.
- 1.4 Annex 1 contains the proposed fee increases.

### **2. Legal Framework**

#### **2.1 Drivers Licences**

The Council may make a charge for the grant of the licences for drivers of Hackney Carriages and Private Hire vehicles by virtue of Section 53 of the Local Government (Miscellaneous Provisions) Act 1976. The fees must be considered reasonable with a view to recovering the costs of issue and administration (including compliance) of the licence.

#### **2.2 Vehicle Licences**

The Council may make a charge for the issue of a vehicle licence for a Hackney Carriage or a Private Hire vehicle by virtue of sections 70 of the Local Government (Miscellaneous Provisions) Act 1976.

These fees can include the:

- Reasonable costs of inspection of vehicles
- Reasonable cost of providing ranks for Hackney Carriage vehicles, and;
- Any reasonable or other costs connected with the administration and compliance of Hackney Carriage and Private Hire vehicle licensing.

#### **2.3 Operators Licences**

The Council may make a charge for the issue of Private Hire Operators licences by virtue of section 70 of the Local Government (Miscellaneous Provisions) Act 1976. The Operators fee should relate to the costs for grant, renewal and of administering the licensing scheme and should be reasonable.



### 3 Process to vary fees

- 3.1 To be able to vary the fee structure there is a statutory process required under s.70 of the Local Government (Miscellaneous Provisions) Act 1976.
- 3.2 The fees were advertised on 10 January 2024 in the Herald Express, allowing the trade and member of the public to raise objections for 28 days. A copy of the advert can be found in Annex 2.
- 3.3 Three objections were received and these can be found in Annex 3.
- 3.4 The local authority must consider these objections and decide whether in light of the objections, to modify the fees or approve the originally proposed fees. These fees must come into effect no later than two months of the original date.

### 4 Objections

- 4.1 The objections are concerned about the increase to the vehicle licence renewal fees.
- 4.2 The vehicle licence fees have not increased since 2020 and the vehicle fees were reduced each year from 2020 to 2022. Please see Table 1 below.

**Table 1: Taxi Licensing Fees from 2019 - 2024**

	2019/20	2020/21	2021/22	2022/23	2023/24	Proposed 2024
<b>Both Trades</b>						
Licensed Driver (New) - 3 years	£323	£348	£348	£348	£358	£375
Driver (renewal) – 3 years	£228	£250	£250	£250	£257	£270
Drivers badge replacement	£27.50	£30	£30	£30	£30	£32
Plate	£66	£70	£70	£70	£70	£73
Replacement Bracket	£24	£25	£25	£25	£25	£35
Knowledge Test	£70	£70	£72	£72	£74	£77
<b>Hackney Carriage</b>						
Vehicle licence annual – New	£275	£350	£262	£244	£244	£255
Vehicle Licence - Renewal	£185	£185	£167	£149	£149	£185
Vehicle Transfer	£82	£82	£74	£70	£70	£73

<b>Private Hire</b>						
Vehicle licence – annual	£244	£244	£235	£225	£225	£235
Vehicle Licence – renewal	£154	£154	£140	£130	£130	£165
Operator 1 year	£67	£67	£67	£67	£67	£70
Operator 5 years	N/A	N/A	£95	£95	£110	£114

4.3 The majority of the fees were increased by between 4- 6%, however the private hire vehicle licence renewal fees were increased by 25% and the hackney carriage vehicle licence renewal fee was increased by 24%. This equates to an increase of £36 and £35 respectively. Table 2 below outlines the extra cost to the vehicle proprietor per day, week and month as a result of the proposed increase. It amounts to an increase of 10p per day.

**Table 2: Recommended vehicle renewal fees (as published) with the % increases**

<b>Vehicle renewal fees</b>	<b>Current fee</b>	<b>Proposed fee</b>	<b>Proposed increase</b>	<b>% increase</b>	<b>Extra cost per day</b>	<b>Extra cost per week</b>	<b>Extra cost per month</b>	<b>Extra cost per year</b>
Hackney Carriage Vehicle licence (1 year)	£130	£165	£35	27%	£0.10	£0.67	£2.92	£35
Private Hire Vehicle Licence (1 year)	£149	£185	£36	24%	£0.10	£0.69	£3.00	£36

4.4 It is appreciated that these increases are an additional cost, however, the income from the fees must cover the expenditure required to run the service. Any expenses incurred as part of running a business may be claimed as an allowable deduction for tax purposes.

4.5 The taxi fees must be set to ensure that all costs are recovered for each licence type as they should not be subsidised from the Council's general funds. The fees have been kept as low as possible and the majority of the taxi fees have been increased by approximately 4%. However, when reviewing the fees, it was found that the renewal fee for the hackney carriage and private hire vehicle licences did not cover the costs incurred. The costs of materials for the producing of the taxi and private hire plates and the postage and package have increased since 2020. The staffing and overhead costs have also increased as there have been a number of wage increases over the last few years. There has also been a rise in other support costs such as office accommodation

(including heating and lighting) and other supplies and services connected to the taxi licensing function.

- 4.6 The cost of a vehicle licence renewal is very similar to a new issue and many local authorities charge the same fee for new issues as renewal. The main difference is that a new issue requires a new bracket and holder and there is a small amount of additional administration.
- 4.7 The fees have not increased since 2020 and they were reduced from £185 in 2020 to £167 in 2021 and £149 in 2022. However, the cost of materials, staffing, office costs, printers, postage etc. have increased. The hackney carriage vehicle licence fees also include the cost of the unmet demand survey which is required every three years and cost over £17k this year.

## **5. Conclusion**

- 5.1 Members need to consider the objections and the reasons for the increases as outlined within the report. The fees need to be increased to ensure full cost recovery and to prevent the account going into deficit.

## Annex 1

	Existing Fees	Proposed Fees
Type of Registration/Licence/Fee	2023/24	2024/25
	£	£
<b>Hackney Carriage</b>		
Vehicle Annual – New (includes plate and bracket)	244.00	255.00
Vehicle Annual Renewal	149.00	185.00
Vehicle Annual Renewal [0g/km CO2 emission vehicles (electric)]	0.00	Withdrawn
Horse drawn Annual Renewal	100.00	Withdrawn
Meter test	50.00	Withdrawn
Transfer (permanent or temporary)/change of vehicle	70.00	73.00
Transfer (permanent or temporary)/change of vehicle [0g/km CO2 emission vehicles (electric)]	0.00	Withdrawn
Replacement Plate	70.00	73.00
Replacement bracket and holder	25.00	35.00
<b>Private Hire</b>		
Vehicle Annual New (Includes plate and bracket)	225.00	£235.00
Vehicle Annual New (Includes plate and bracket) [0g/km CO2 emission vehicles (electric)]	0.00	Withdrawn
Vehicle Annual Renewal	130.00	165.00
Vehicle Annual Renewal [0g/km CO2 emission vehicles (electric)]	0.00	Withdrawn
Transfer (permanent or temporary)/change of vehicle	70.00	73.00
Transfer (permanent or temporary)/change of vehicle [0g/km CO2 emission vehicles (electric)]	0.00	Withdrawn
Replacement Plate	70.00	73.00
Replacement bracket and holder	25.00	35.00
<b>Private Hire Operators Licence</b>		
Operator (per vehicle) – 1-year licence (only in exceptional circumstances)	67.00	70.00
Operator (per vehicle) 5-year licence	110.00	114.00
<b>Licensed Drivers</b>		
Driver (New)	358.00	375.00
Driver (Renewal)	257.00	270.00

Drivers badge (replacement)	30.00	32.00
Knowledge test	74.00	77.00
Knowledge re-test	37.00	Withdrawn
<b>Other Charges</b>		
Handbook & replacements	27.00	28.00
Assistance/advice appointment	55.00	70.00

## Annex 2

TORBAY COUNCIL		TORBAY COUNCIL
PUBLIC NOTICE		
<b>Hackney Carriage and Private Hire Licence Fees 2024-25</b>		
<b>Local Government (Miscellaneous Provisions) Act 1976</b>		
<p>In accordance with the provisions of Section 70 (3) of the above Act, Torbay Council gives Notice that it proposes to vary its fees in respect of Hackney Carriage, Private Hire and Operator's Licences as set out below, with such variations taking place on 1st April 2024. Any objection to the proposed variation of fees should be made in writing and addressed to the undersigned, to be received not later than 28 days from the date of this Notice.</p> <p>Dated this 10th day of January 2024</p> <p>Rachael Hind Regulatory Services Manager (Commercial) Town Hall, Castle Circus, Torquay TQ1 3DR Email: <a href="mailto:licensing@torbay.gov.uk">licensing@torbay.gov.uk</a></p>		
	EXISTING FEES	PROPOSED FEES
Type of Registration/Licence/Fee	2023/24 £	2024/25 £
<b>Hackney Carriage</b>		
Vehicle Annual - New (Includes plate and bracket)	244.00	255.00
Vehicle Annual Renewal	149.00	185.00
Vehicle Annual Renewal [Dg/km CO2 emission vehicles (electric)]	0.00	Withdrawn
Horse drawn Annual Renewal	100.00	Withdrawn
Meter test	50.00	Withdrawn
Transfer (permanent or temporary)/change of vehicle	70.00	73.00
Transfer (permanent or temporary)/change of vehicle [Dg/km CO2 emission vehicles (electric)]	0.00	Withdrawn
Replacement Plate	70.00	73.00
Replacement bracket and holder	25.00	35.00
<b>Private Hire</b>		
Vehicle Annual New (Includes plate and bracket)	225.00	235.00
Vehicle Annual New (Includes plate and bracket) [Dg/km CO2 emission vehicles (electric)]	0.00	Withdrawn
Vehicle Annual Renewal	130.00	165.00
Vehicle Annual Renewal [Dg/km CO2 emission vehicles (electric)]	0.00	Withdrawn
Transfer (permanent or temporary)/change of vehicle	70.00	73.00
Transfer (permanent or temporary)/change of vehicle [Dg/km CO2 emission vehicles (electric)]	0.00	Withdrawn
Replacement Plate	70.00	73.00
Replacement bracket and holder	25.00	35.00
<b>Private Hire Operators Licence</b>		
Operator (per vehicle) - 1-year licence (only in exceptional circumstances)	67.00	70.00
Operator (per vehicle) 5-year licence	110.00	114.00
<b>Licensed Drivers</b>		
Driver (New)	358.00	375.00
Driver (Renewal)	257.00	270.00
Drivers badge (replacement)	30.00	32.00
Knowledge test	74.00	77.00
Knowledge re-test	37.00	Withdrawn
<b>Other Charges</b>		
Handbook & replacements	27.00	28.00
Assistance/advice appointment	55.00	70.00

### Annex 3: Taxi Licensing Fees Consultation responses 2024

Response No.	Response received	Response by Email	Further response
1	<p>Having just read the proposed Licensing fees for Hackney carriages in 2024, please could you explain to me why a vehicle license renewal is to be increased by £36. This is approximately a 25% increase, and what justifies this?</p> <p>This comes on the back of rank spaces being lost in Torquay Harbourside, 8 spaces on the Cary rank, and 3 / 4 spaces on the short rank. This loss of 11 or 12 spaces has been replaced by a temporary rank opposite the pavilion for 4 cars, with no hardstanding for the public, just a sand covered area.</p> <p>It feels very much at the moment as though we are getting a bit of a rough deal? I look forward to hearing your comments.</p>	<p>Thank you for your email. I am very sorry for not replying sooner. We have been collating any responses received as we normally respond to any objections as part of the full consultation response after the consultation has ended.</p> <p>The fees for the four licence types, Licensed Driver, Hackney Carriage vehicle, Private Hire Vehicle and Private Hire Operator, are set at a level to recover the total costs of all control, supervision, administration and/or compliance associated with the licence type.</p> <p>The taxi fees must be set to ensure that all costs are recovered for each licence type as they should not be subsidised from the Council's general funds.</p> <p>We have kept the fees as low as possible and the majority of the taxi fees have been increased by approximately 4%. However, when reviewing the fees, it was found that the renewal fee for the hackney carriage and private hire vehicle licences no longer covers the costs incurred. The costs of materials for the producing of the taxi and private hire plates and the postage and package have increased since 2020. The staffing and</p>	

overhead costs have also increased as there have been a number of wage increases over the last few years. There has also been a rise in other support costs such as office accommodation (including heating and lighting) and other supplies and services connected to the taxi licensing function.

We have reviewed the fees and the cost of a vehicle licence renewal is very similar to a new issue and many local authorities charge the same fee for new issues as renewal. The main difference is that a new issue requires a new bracket and holder and there is a small amount of additional administration.

The Hackney Carriage Vehicle Renewal fee has not increased since 2020 and it was reduced from £185 in 2020 to £167 in 2021 and £149 in 2022. The private hire vehicle renewal fee has also not increased since 2020 and it was reduced from £154 in 2020 to £140 in 2021 and £130 in 2022. However, the cost of materials, staffing, office costs, printers, postage etc. have increased. The hackney carriage vehicle licence fees also include the cost of the unmet demand survey which is required every three years and cost over £17k this year.

The hackney carriage table of fares were increased by the Council in 2019 and 2022 to ensure the taxi tariffs reflect the costs of the



		<p>trade. These are due to be reviewed again this year.</p> <p>The licence fee is also an expense incurred as part of running a business and may be claimed as an allowable deduction for tax purposes.</p> <p>We appreciate that the rank situation in Torquay is not ideal at the moment and we have raised our concerns with the TDA (Torbay Economic Development Company Limited) and the Parking Department to ensure that the situation is urgently reviewed in the short term and we are exploring longer term solutions for the final scheme. We work closely with our planning and transport teams on new developments to ensure taxi provision and private hire drop areas are considered. We will be emailing the trade as soon as we have any updates with regards to the rank provision.</p> <p>Please can you confirm if, following this explanation, you would like to withdraw your objection or if you would like me to include it within the consultation responses.</p> <p>I look forward to hearing from you.</p> <p>Kind Regards, Rachael</p>	
<p>Replies to No. 1 continued</p>	<p>Thank you for your in-depth reply to my email. I will try to respond to the points that you made in chronological order, and one or two other points that have come to mind.</p>	<p>Thank you for your email.</p> <p>I will include your emails within the consultation, and a response will be</p>	<p><b>Response from Taxi Licensing to details raised within the response email (this has not been emailed to the person and has only been included within this report)</b></p>

I fully understand the points that you made with regards to how the fees are set, and they are not subsidised by the council's general funds. Whilst I also appreciate that the cost of materials, postage and packing, staffing, overhead cost and wage increases, and other support cost such as office accommodation, there is one thing that you have not mentioned that has come to my attention. I am told that certain legal procedures carried out by your office, involved the use of barristers. Surely this is a very expensive way of taking legal advice, when maybe a lesser qualified legal person would have sufficed, if indeed was needed at all?

You go on to say that the Hackney carriage vehicle renewal fee has not increased since 2020 and indeed was reduced in 2021 and 2022. This comes as no surprise to me, for two reasons. Firstly, in the post Covid years you needed to keep funding levels down, so as not to exceed the amount of revenue that you are allowed to carry over from one financial year to the next. My understanding is that if you exceed this level, refunds have to be made to the Licensing trade via reduced renewal fees. Secondly, I would suggest that this was also done to try and protect the Hackney carriage and private hire trades, as those of us that are self-employed did not receive the level of financial support during Covid that employed people received via the furlough payment scheme. I believe that there is also the possibility of your department releasing more Hackney carriage plates? I

provided within the Cabinet and Full Council reports.

I have forwarded your concerns about the ranks to Mr Richard Salter, Lead Engineer – Urban Design, Torbay Development Agency and the Parking team so that they can respond directly to you regarding these matters. We raised the issues about the parking by contractors on the ranks at a meeting last week and they were going to speak with the contractors to stop this from happening.

Kind Regards, Rachael

The fees are set by reviewing the expenditure and income for each licence type every year. The fees for vehicle licence renewals need to increase to ensure they cover the full costs incurred. If we do not increase the costs, then there will be a deficit to the private hire and hackney carriage vehicle accounts by the end of 2024/25.

On occasion, we do, like all other Councils, use Barristers or Specialist Solicitors for advice on certain aspects of legislation and policy. On occasions we may also need to appoint barristers if there is a crown court appeal as this can only be dealt with by a barrister or solicitor with higher rights of audience. Barristers and specialist solicitors are experts in their specialist area of taxi licensing law and can provide clear guidance to assist us in making sound decisions that will affect both the taxi trade and the Council's reputation. The expense of these out ways the risk of paying expensive court costs if our decisions are not correct.

This department is currently considering the unmet demand survey report regarding the limit on the number of Hackney Carriage

feel that if this happens, it will only further dilute the amount of trade that we currently have. Our license fees over the 17 years that I've been a Hackney carriage proprietor driver have always included the cost of the unmet demand survey.

Although Hackney carriage fares were increased in 2019 and 2022, these increases do not even fall in line with the cost of inflation. If I am not mistaken, the last increase I believe was 11% which was spread over two years. When you bear in mind the cost of fuel has gone up, the cost of Hackney carriage insurance has gone up, the cost of vehicle servicing and spare parts has gone up, in real terms this last increase did not even scratch the surface. This means, along with the cost of living crisis that we are in the middle of, I am having to work longer hours to earn the same sort of money that I was taking prior to the pandemic. My turnover during 2023 was approximately 30% down year and year as a consequence. I have also not renewed my rail taxi rank permit which I held for about 10 years, as I could not justify the £440 annual fee. I know this rank is not covered by Torbay Council, but it is included in the unmet demand survey.

Moving onto the rank situation in Torquay, it appears that there was a distinct lack of planning for this prior to the extensive works commencing down on the harbourside. The Cary rank has already gone, the short rank is due to go imminently, and the temporary rank

Vehicles and this will be consulted on in due course.

The taxi fares will be reviewed this year to ensure they are set to enable a sustainable income for drivers and encourage future investment in vehicles.

outside the pavilion is a problem. The public have to walk across the grass to get to the sand covered waiting area. The taxis, spaces for only 4, park on a busy access road to the car park and businesses in that area, making it potentially unsafe for customers getting in and out of vehicles. I am led to believe that there might be a rank outside Taco Bell, the Torwood Street rank might become permanent, and the long rank on Victoria Parade might be made bigger. Surely all of this should've been planned and agreed long before the contractors started work? It also appears that since the works started in November 2023, parking services seem to have deserted the harbourside. Delivery vehicles and cars are using what taxi ranks are available as parking bays, even the contractors are parking on the temporary pavilion rank! The feeder/loading bay opposite Jacks on Victoria Parade is used as a parking bay, as too is the hatched out area on Victoria Parade near the Harvester.

As I said before, it feels very much at the moment as though we're getting a bit of a rough deal!

In conclusion, it probably will come as no surprise to you that I will not withdraw my objection, and I would like you to include it within the consultation responses.

<p>2.</p>	<p>An increase of 24% is too much, especially when everything is now done on line.</p> <p>I object to the proposed increase</p>	<p>Thank you for your email.</p> <p>The fees for the four licence types, Licensed Driver, Hackney Carriage vehicle, Private Hire Vehicle and Private Hire Operator, are set at a level to recover the total costs of all control, supervision, administration and/or compliance associated with the licence type.</p> <p>The taxi fees must be set to ensure that all costs are recovered for each licence type as they should not be subsidised from the Council's general funds.</p> <p>We have kept the fees as low as possible and the majority of the taxi fees have been increased by approximately 4%. However, when reviewing the fees, it was found that the renewal fee for the hackney carriage and private hire vehicle licences no longer covers the costs incurred. The costs of materials for the producing of the taxi and private hire plates and the postage and package have increased since 2020. The staffing and overhead costs have also increased as there have been a number of wage increases over the last few years. There has also been a rise in other support costs such as office accommodation (including heating and lighting) and other supplies and services connected to the taxi licensing function.</p>	<p>Please include my objections</p>
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We have reviewed the fees and the cost of a vehicle licence renewal is very similar to a new issue and many local authorities charge the same fee for new issues as renewal. The main difference is that a new issue requires a new bracket and holder and there is a small amount of additional administration.

The private hire vehicle renewal fee has not increased since 2020 and it was reduced from £154 in 2020 to £140 in 2021 and £130 in 2022. The Hackney Carriage Vehicle Renewal fee has also not increased since 2020 and it was reduced from £185 in 2020 to £167 in 2021 and £149 in 2022. However, the cost of materials, staffing, office costs, printers, postage etc. have increased. The hackney carriage vehicle licence fees also include the cost of the unmet demand survey which is required every three years and cost over £17k this year.

The licence fee is also an expense incurred as part of running a business and may be claimed as an allowable deduction for tax purposes.

Please can you confirm if, following this explanation, you would like to withdraw your objection or if you would like me to include it within the consultation responses.

I look forward to hearing from you.

		<p>Kind Regards, Rachael</p>	
<p>3.</p>	<p>Torbay United Drivers Association (TULDA) members have instructed me to raise an objection to the proposed extortionate increase to our licensing fees for 2024.</p> <p>Our argument is the current redevelopment of key sites disrupting traffic flow with major road closures around the harbour set to continue throughout the summer season and relocation of ranks is seriously impacting financially on Hackney and Private Hire drivers. The Hackneys rely on footfall around popular ranks like the ones round the Harbour the GPO roundabout and the Halden Centre the disruption to traffic flow will make it harder to move around the area and the general upheaval will not help to attract tourists or locals to linger in this key site they are more likely to migrate to other tourist's spots outside of the town. Private Hire will also be impacted by reduced footfall and frustrated passengers due to extended journey times and a lack of appropriate places to set down or pick up with single lane traffic around the harbour. While we have been told they can use loading bays and Bus stops unless anyone objects, but unless this is confirmed in writing they will still be at risk of cautions and fines for doing so. The entire trade will be severely affected when the Strand is shut in both directions for several weeks at what is such a very</p>	<p>Thank you for your email. I will include the objection within the consultation, and a response will be provided within the Cabinet and Full Council reports.</p> <p>We have raised the concerns regarding the taxi ranks and the redevelopment of the strand. Representatives from the Council and the TDA are considering a number of options to improve the situation. These will be communicated with the trade as soon as these are finalised.</p> <p>Kind Regards, Rachael</p>	<p><b>Response from Taxi Licensing to details raised within the response email (this has not been emailed to the person and has only been included within this report)</b></p> <p>Thank you for your objection. Whilst we are working closely with the departments involved with the redevelopment works and the taxi provision, this is out of our direct control and cannot be considered as part of the fee consultation process.</p> <p>We appreciate that drivers are recovering from the loss of trade during covid, however the cost of the taxi licensing administration including enforcement must be recovered from the fees.</p> <p>The discounts that were given to the electric vehicles and the lower application fees to encourage new drivers was not funded from the taxi licensing budget.</p> <p>This rumour is not correct. There is a Hackney Carriage vehicle licence waiting list and if vehicle proprietor licences become available, they are</p>

important time of year for the trade. Easter and summer seasons are traditionally when drivers can realistically expect to earn enough money to be able to survive the quieter months. Further regeneration projects are planned soon due to £21.9 million of Town Deal funding secured to deliver the Torquay Town Investment plan so we anticipate the trade to be impacted by road closures diversions and road works etc for a considerable time.

Drivers are still trying to recover from loss of trade due to COVID and the escalating rise in cost of living. Shevaun Haviland Director General of the UK Chamber of Commerce said in a recent TV interview on Sky News that 2024 will be a very difficult year with continued workforce shortages, energy prices set to increase again as support packages for businesses are reduced and the importing of goods and services are about to become more difficult as the full impact of the Brexit transition looms. These financial pressures are likely to be past on to the public through price rises and shortages of goods. This is predicted to have a negative impact on the trade as everyone will have less disposable income impacting on leisure footfall.

The Licensing department can recover costs and like everyone, needs to balance its books. However, licensing gave discounts for electric vehicles and introduced £50 application fees for 50 new drivers and there can be no cross subsidy between fees for different licenses.

distributed through that set criteria. This has been in place for a number of years.

A separate letter has been sent to vehicle licence proprietors to explain the legal requirements surrounding this issue.

As advised above, the increase in the fees are to ensure the costs are recovered for each separate licence type.



Most existing drivers did not benefit from these initiatives but now appear to be disadvantaged as it will have impacted the departments revenue and contributed to the increased fees this year. However, our members still feel a rise more than inflation is disproportionate and will overburden drivers: Local Government (Miscellaneous Provisions) Act 1976 -sections 53 and 70; on what is set to be a very difficult time due to the economic climate and the impact of the Council plans to redevelop the Strand. Can I please ask if the department could please confirm or deny if the rumour of the department having two plates that are waiting to be assigned should someone have fully electric vehicle that fits the vehicle specifications is true? There is a little confusion amongst drivers on this point. The realignment of the V5 having to be in the same name as the one on the Hackney plate is also causing concern amongst some as historically some plates have been rented to individuals with full knowledge of the Licensing department. We do not want to see more experienced drivers leave the trade in Torbay.

Instead of imposing such a big rise in fees in order to recover previous discounts to a few perhaps we could have a more equitable approach ensuring fair distribution of costs against reduced profitability to foster a supportive environment for all licensed drivers during this difficult transitional phase.

# Cabinet's Response to Consultation

February 2024

## Budget 2024-2025

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

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In accordance with the Council's Constitution, the Cabinet is proposing a balanced net Revenue Budget of £139.2 million for 2024/2025 and a 2024/2025 Capital Investment Plan of £19 million for the Council's consideration.

As we said when we launched the consultation, our approach in proposing this budget is one of strong financial management and, whilst we are absolutely looking to create a sustainable financial future, we also want to make a difference for our residents and visitors.

We'd like to thank all of those who provided feedback to the draft proposals either through completing our questionnaire, talking to us at the engagement event in St Marychurch or by responding and commenting to our social media posts. We'd also like to thank the Overview and Scrutiny Board for its time in reviewing our proposals and for providing useful observations and suggestions which we have incorporated into these final budget proposals.

It was pleasing to see that the community supported the majority of the proposals put forward and, having considered all the responses and suggestions, we have made some changes to our original draft proposals in light of the final settlement we have received.

Our aim was to take a longer-term strategic approach in developing this budget, setting the direction for the next three to four years. We are planning for known bumps in the road, with our strong foundations of stable financial management enabling us to move forward with better certainty and a clear understanding of our financial position.

The additional Government funding recently announced for social care will be split equally between adult social care and children's social care. Within adult services this will mean that £0.860 million can support the continuing spending pressures being faced by the Integrated Care Organisation.

We had already identified some additional investment for Children's Services. Therefore, the new funding, plus the estimated increase in business rates, now enables us to reinvest over £1.3 million in a range of services, not least closing the budget gap of £300,000 which existed when we started our consultation.

We are also expecting £275,000 of additional one-off funding following the Final Settlement, which has also been considered.

In determining where this additional investment could be made, we have taken account of the responses to the consultation, including the views of the Overview and Scrutiny Board, as well as emerging service pressures. The full set of recommendations from the Overview and Scrutiny Board are set out in Appendix 1 together with the Cabinet's response. The changes we are proposing to the budget for 2024/2025 are outlined later within report but include the following:

- We know that many of our residents rely on their bus passes to travel around Torbay. We will increase some of our community-based bus service contracts by £70,000 and increase the funding available for Concessionary Bus Fares by £200,000, to ensure that good quality services are retained throughout Torbay.
- We are allocating £180,000 into providing additional capacity within our Children's Services to respond and plan for the new responsibilities under the Government's reforms entitled "Stable Homes, Built on Love". An additional £50,000 will also be allocated to the Youth Justice Service, ensuring children and young people receive the support they need at an early stage to succeed in the future.
- We know that events across Torbay are an integral part of what makes us the English Riviera and are highly valued by many residents. Our proposals already included £1 million within the Events Reserve. As suggested by the Overview and Scrutiny Board, we are now proposing a further £100,000 is provided to ensure that we have the staff in place to deliver our events programme.
- We recognise the importance of sport within the community and want to support sports organisations within Torbay in accessing external funding and becoming financial sustainable for the future. We are therefore allocating £75,000 to support sports clubs in becoming more financially viable.
- With the ongoing pressures on our residents from the current cost-of-living, we will identify £200,000 of one-off funding to be available if further support for residents from Government is not forthcoming. As suggested by the Overview and Scrutiny Board this will be directed where support is most needed but will include support for food banks, social supermarkets and debt advice.

The Overview and Scrutiny Board asked that we consider allocating funding to implement 20 mph zones. Further to a meeting of the Transport and Parking Working Party, a solution was found to deliver the prioritised schemes within budget. However, a reserve of £25,000 has been earmarked to be drawn down if needed to meet the proposed scope of the scheme for 2024/25.

Within the consultation results, we were pleased to see the overwhelming support for our planned 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.

We hope that the Council will approve this budget so that we can continue to deliver our ambition for Torbay, with our residents are the heart of everything we do.



Councillor David Thomas  
Leader of Torbay Council



Councillor Alan Tyerman  
Cabinet Member for Housing and  
Finance

# Introduction

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This document, and the papers which support it, set out the Cabinet's final proposals for the Revenue and Capital Budgets for 2024/2025.

The Cabinet published its draft budget proposals in January 2024 for consultation. During the consultation period, feedback was gathered through an online questionnaire and an engagement event held at St Marychurch on 27 January 2024 as well as from Torbay Council's social media channels.

The report from the consultation includes the feedback from the Council's Overview and Scrutiny Board. The budget proposals issued in January 2024 have been updated and republished with the papers for the meeting of the Cabinet to be held on 13 February 2024. Also included with the papers is the consultation report.

This report reflects the feedback received and outlines the changes that have been made to the Cabinet's proposals as a result. It also reflects the further Government announcements on local authority spending which have been received since the draft budget proposals were published.

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

- **Chief Finance Officer's Report**  
This provides a more detailed narrative in relation to the 2023/24 Council budget.
- **Fees and Charges**  
The amount that the Council proposes to charge for its services over the next year.
- **Capital Investment Plan 2023/24**  
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.
- **Revenue Reserves Policy**  
The Council's policy on the establishment, maintenance and adequacy of its reserves and balances.

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

The Cabinet's final budget proposals will be considered at the meeting of the Council being held on 22 February 2024 when the budget will be decided (by a simple majority vote) and the Council Tax levels will be set. This will include the precepts from the Devon and Somerset Fire and Rescue Authority, the Devon and Cornwall Police and Crime Commissioner and Brixham Town Council, with an overall Council Tax for Torbay being set.

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](http://www.torbay.gov.uk/meetings-and-decisions)

# Budget 2024/2025

## Proposed Changes to the 2024/2025 Revenue Budget

Since the Cabinet's budget proposals were issued in January 2024, we have continued to review the assumptions upon which we based our proposals. The final 2024/25 Local Government Finance Settlement was announced on 5 February 2024, following a provisional announcement on 18 December 2023. The Settlement confirmed increases in Torbay Council's allocation of Social Care Grant, Services Grant and Public Health Grant, totalling £1.88 million, as well as two areas of one-off funding estimated at £275,000 for Torbay.

In addition, and following final calculations, a further £470,000 of funding is expected to be received from National Non-Domestic Rates (Business Rates) in 2024/25 than compared to our earlier assumptions.

However, some additional areas of pressure have come to our attention and these final budget proposals address these matters.

We have also considered the views of the wider community and those of the Council's Overview and Scrutiny Board which have been provided during the consultation period.

A summary of the changes arising from consultation feedback and the increased funding for Torbay Council is set out in Table 1.

Description	Reduction in Expenditure/ Higher Income £k	Increase in Expenditure/ Lower Income £k	Commentary
Removal of the initial budget gap.		300	The additional funding enables the Council to balance its budget.
Fostering Allowances		300	At the end of January, the Government announced a minimum increase of 7% in National fostering rates which exceeds the 4% rate assumed within our draft budget. The budget for Children's Services has been increased to reflect this increase.
Events		100	Taking account of the views of the Overview and Scrutiny Board, additional capacity required to deliver the Events Strategy.
Bus Services		70	Additional funding to reflect the increased cost of the new bus service contracts.
Concessionary Fares		200	To increase the budget in light of recent Department for Transport



			guidance and expected increases in both price and passenger numbers.
Housing		100	Taking account of the views of the Overview and Scrutiny Board, additional capacity to accelerate affordable housing delivery.
Children's Services		180	Additional capacity required in response to new responsibilities and expectations under the Government's Stable Homes, Built on Love reforms.
Youth Justice Service		50	To fund costs, previously met by grants to deliver early intervention/prevention within the service. Partners who share the costs of providing this service, will need to contribute to ensure the continuation of activities at current levels.
Public Health (ring fenced)		150	Increased support for Public Health services, specifically including £75,000 to support sport clubs in becoming more financially sustainable.
Torre Abbey		50	Rebase some income targets, mitigating the risk of overspend within 2024/25.
Adult Social Care		860	50% of the additional Social Care Grant to be passed to the Integrated Care Organisation for delivery of Adults Social Care services.
Total change in priorities and budget	0	<b>2,360</b>	
Increased National Non-Domestic Rate (NNDR) income	470		Our level of NNDR income has now been forecast as higher than previously assumed. This figure is net of investment spend.
Increase in Public Health Grant	150		Confirmed in Final Settlement
Increase in Social Care Grant	1,720		Confirmed in Final Settlement
Increase in the Services Grant	20		
Total funding	<b>2,360</b>	0	
<b>ONE-OFF FUNDING</b>			
Release of business rates safety net and levy account	225		Estimate, awaiting final allocation.
Compensation for business rates	50		Confirmed in Final Settlement

exemption for green machinery			
- Cost of living support		200	To move into a reserve and be accessed if Government funding ceases - enabling continued support for foodbanks, social supermarkets and debt advice.
- Torbay Coast and Countryside Trust		50	To support the Trust in embedding actions to become financially sustainable.
- Road safety		25	Earmarked reserve towards the introduction of 20mph zones if required.
<b>TOTALS</b>	<b>275</b>	<b>275</b>	

**Table 1: Summary of changes in income and expenditure**

## Revenue Budget 2024/2025

The Council is being asked to approve the Cabinet’s proposal for the total net revenue budget for 2024/2025 and the budget that will be required to be funded from Council Tax.

The Council is also being presented with the allocation of the 2024/2025 revenue budget to individual services. The allocation of budget to services is a key part of the Council’s financial control arrangements. The Financial Regulations in the Constitution govern any subsequent in-year budget changes. The approval of fees and charges for 2024/2025, in addition to supporting the achievement of budgeted income, provides clarity to services and service users. The Officer Scheme of Delegation governs any subsequent in-year changes to fees and charges.

A summary of this information is shown in the Table 2.

2023/24 Net £m	Directorate/Service	2024/25 Net £m
51.8	Adult Services (Inc. Community & Customer Services)	55.9
50.7	Children's Services	54.6
10.4	Public Health	10.7
12.3	Corporate Services (inc. Chief Executive's Unit)	13.8
(13.0)	Finance	(16.6)
(4.1)	Investment Properties	(4.1)
22.8	Place Services	24.9
<b>130.9</b>	<b>TOTAL</b>	<b>139.2</b>
	<b>Sources of Funding</b>	
81.1	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
40.0	Business Rates (National Non-Domestic Rates)	42.4
0	Other General Grants *	0.2
<b>130.9</b>	<b>TOTAL</b>	<b>139.2</b>

**Table 2: Revenue Budget 2023/2024 - Summary**

The value of Council Tax after a rise in the Torbay element of the Council Tax of 2.75% and a 2% rise for adult social care is £88.4 million. This 4.75% rise will increase the Band D Council Tax in Torbay by £84.28 (of which the 2% rise for adult social care is £35.49), which equates to £1.62 per week.

When the Council formally sets the Council Tax for 2024/2025, the Council's budget must include the council tax requirement for Brixham Town Council. The value of this precept (£0.473m) will be included as part of the Torbay Council budget for Council Tax setting purposes.

## Proposed changes to the Capital Investment Plan 2024/2025

There have been no material changes to the Capital Investment Plan. There have been some reprofiling of project spend and some small presentational changes made, which were requested during the consultation period.

# Appendix 1 – Cabinet’s response the recommendations of the Overview and Scrutiny Board

Recommendations from the Overview and Scrutiny Board	Cabinet’s response
<p>1. That, if further funding through the Household Support Fund for 2024/2025 is not announced or provided by the Government, additional reserves be identified (in addition to the £1.8m Housing Reserve) to replace some of the funding previously provided through the Household Support Fund by the Government to be used, for example, to support foodbanks/food supermarkets, care leavers, Family Hub issued food vouchers and debt advice and to request the Director of Adult and Community Services to work with the third sector to help identify where the support is most needed.</p>	<p>£200,000 of additional one-off funding has been earmarked within the Council’s Reserves to be available if further support from Government is not forthcoming. As suggested by the Overview and Scrutiny Board this will be directed where support is most needed but will include support for food banks, social supermarkets and for debt advice.</p>
<p>2. Consider allocating one off funding of £100,000 to implement the 20 mph Zones identified through the submitted Motion set out at paragraph 9.6 of the report of the Overview and Scrutiny Board.</p>	<p>Proposals were presented to the Transport and Parking Working Party which demonstrated that the introduction of the 20 mph zones can be achieved without extra cost. These proposals were accepted by the Working Party. However, to provide certainty that finance will not be a barrier to implementing the programme a reserve of £25,000 has been earmarked to be drawn down if needed to meet the proposed scope of the scheme for 2024/25.</p>
<p>3. That the Cabinet be requested to work with the Head of Housing and Director of Pride in Place to progress this work [reviewing all options for the delivery of affordable housing] as a matter of urgency and, once the additional Government funding has been confirmed, the Cabinet should review how this can be used to free up funds to create an enabling fund to assist with provision of affordable housing in Torbay, to be used through the Housing Delivery Group as part of the 2024/2025 delivery plan to include activities such as:</p>	<p>£100,000 has been allocated within the proposed budget now being put forward to the Council for consideration. This would fund an initial increase in officer capacity to accelerate affordable housing delivery.</p> <p>A further review of the requirements for additional capacity and potential routes for funding will take place alongside the development of affordable housing delivery plans.</p>

- progressing Torre Marine;
- work on temporary accommodation which could include considering potential for temporary uses on some of the Council owned sites and/or acquisition of stock from market housing;
- continuing to engage with Homes England and use the Levelling Up Partnership and the new Homes England Strategy, which is more place focused, as our way to deepen the Council's connection; and
- considering as part of the review of Council assets opportunities for disposal or development of a range of sites which may require further funding to support development of the sites;

(Note: the Review Panel found that there was no evidence within the Revenue Budget on how affordable housing would be delivered, what options have been considered, including the potential for the Council to further develop its own housing stock and create a Housing Revenue Account as well as exploring opportunities to work further with registered housing providers.)

4. That the new approach to service change and savings plans, lacks a clear timeline and details of the process for the development of the nine areas and this should be provided to Overview and Scrutiny so that they can schedule the relevant areas into one of the three Boards/Sub-Boards as part of their Work Programmes for 2024/2025.

(Note: progress on Savings Plans would be reviewed as part of the Overview and Scrutiny Monthly Briefings so they can identify which ones need to go to which Board/Sub-Board)

5. That, following the motion agreed at Cabinet on 21 March 2023 where the Cabinet agreed to support the Show Us You Care Too campaign which calls for care experience to be made a protective characteristic as part of the Independent Review into Children's

Where appropriate, milestones for implementing the Revenue Savings Plans for 2024-2027 will be included in the Council Business Plan which will be considered by the Council once the Community and Corporate Plan has been approved.

In other cases, progress against the Revenue Savings Plans will be included within the Budget Monitoring reports presented on a quarterly basis to the Overview and Scrutiny Board.

Care experience will be included within the Equality Impact Assessments moving forward.

<p>Social Care, the Cabinet take a proactive approach and locally recognise care experience within future Equality Impact Assessments (EIAs).</p>	
<p>6. That a policy on asset retention and disposal of assets be developed and included within the Capital Strategy.</p>	<p>This recommendation will be considered when the Cabinet considers the Council Business Plan once the Community and Corporate Plan has been approved.</p>
<p>7. Include within the quarterly monitoring and four-year Capital Strategy, the date when project was first added to Capital Plan, when the Council made a decision to move forward and indicative costs at that time to measure the delivery against the speed of project development.</p>	<p>This will be reflected within the future versions of the Capital Investment Plan.</p>
<p>8. That a plan be developed to address how the Council and its partners can work with Torbay's community centres to help support them with their maintenance so that they don't end up in crisis and this is brought back to the Overview and Scrutiny Board for consideration.</p>	<p>This recommendation will be considered when the Cabinet considers the Council Business Plan once the Community and Corporate Plan has been approved.</p>
<p>9. That all Councillors be provided with details as to how the repainting of yellow and white lines on the highways are prioritised and what revenue consideration is given in respect of enforcement.</p>	<p>Information of how the repainting of yellow and white lines on the highways are prioritised will be provided to all councillors.</p> <p>The enforcement which will take place once those lines are reinstated will be cost neutral (and potentially positive). New civil enforcement officers have recently been recruited to previously vacant posts and we are actively recruiting to fill the remaining vacancies. The funding for all of these posts is already included within the current revenue budget.</p>
<p>10. That £75,000 Revenue funding be included in the base budget to support sport in 2024/2025 and future years.</p>	<p>The proposed budget now being put forward to the Council for consideration identifies £75,000 to be funded on a one-off basis from the increase in Public Health grant, with focus on supporting organisations to access external funding and become financially sustainable.</p>

<p>11. Ensure that the review of play parks secures their future sustainability and additional funding options be explored such as Olympic legacy funding, existing funding opportunities and grants which could help replace assets such as the Victoria Skatepark working in partnership with organisations such as Sport Torbay.</p>	<p>This recommendation will be considered when the Cabinet considers the Council Business Plan once the Community and Corporate Plan has been approved.</p>
<p>12. That the following recommendations from the Review of Events, Culture and Tourism be considered as part of the budget setting process, should additional funding be identified through the process:</p> <p>“3. That the Director of Pride in Place be requested to review the resource and capacity of the Events and Culture Team, including administrative support, and to explore how the independent, voluntary, community and business sectors could contribute to ensure that there is sufficient capacity and resources to deliver:</p> <ul style="list-style-type: none"> <li>• the Cultural and Heritage Strategies;</li> <li>• projects where the Council has received significant external funding;</li> <li>• future ambitions of the Council and its key partners, including the continuation of the £100,000 match funding from the Council to mirror the funding that the English Riviera Business Improvement District Company puts towards the delivery of the Events Strategy and Destination Management Plan; and</li> </ul> <p>4. that the Director of Pride in Place be requested to explore the costs of a feasibility study to assess whether Torbay’s meadows and green spaces could be utilised as show grounds.”</p>	<p>£100,000 has been allocated for additional staffing within the Events and Culture Team within the proposed budget now being put forward to the Council for consideration. This is in addition to the additional £1 million highlighted within the initial budget proposals for an Events Reserve.</p> <p>The recommendation in relation to a feasibility study on utilising Torbay’s meadows and green spaces as show grounds will be considered when the Cabinet considers the Council Business Plan once the Community and Corporate Plan has been approved.</p>

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For more information, please contact [consultation@torbay.gov.uk](mailto:consultation@torbay.gov.uk)

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## **Revenue and Capital Budget 2024/2025 – Report of the Overview and Scrutiny Board**

### **Report to Cabinet to be considered as part of the budget consultation**

#### **Background**

1. The Cabinet’s Draft Revenue and Capital Budget proposals for 2024/2025 were published on 9 January 2024 and available on the Council’s website at <https://yoursay.torbay.gov.uk/project/0a725c08-c77b-455a-804c-cf64d695c38b>. The Panel also considered the following documents as part of the consultation process:
  - Revenue Report:
    - Budget Overview;
    - Chief Finance Officer Statement;
    - Fees and Charges;
    - Financial Reserves policy;
    - Service changes and savings plans;
    - Equality Impact Assessments;
  - Capital Report:
    - Capital Strategy;
    - Treasury Management Strategy;
    - Grant Funding Pending List;
    - Capital Investment Plan 2023/24 to 2026/27;
  - Review of Events, Culture and Tourism – Draft Report of the Overview and Scrutiny Board;
  - Amendment to budget consultation papers; and
  - Key Lines of Enquiry/Questions and Answers.
2. The background papers to the Review can be found at:  
<https://www.torbay.gov.uk/DemocraticServices/ieListMeetings.aspx?Committeeld=1960>
3. The Priorities and Resources Review Panel 2024/25 was established to scrutinise the proposals and to make comments, observations and

recommendations as necessary. The Review Panel comprised of the Councillors on the Overview and Scrutiny Board, as they had developed a strategic and overall knowledge of the Council's revenue and capital budgets through quarterly monitoring meetings held throughout the year, namely, Councillors Bryant, Brook, Cowell, Steve Darling, Fellows, Joyce, Law, Long, Strang and Twelves (Chaired by Councillor Steve Darling).

4. The Review Panel met (via hybrid arrangements) in public on 23 and 24 January 2024 to hear evidence and on 30 January 2024 in private to agree the key findings and recommendations to the Cabinet. At its public meetings the Panel heard from the Leader and Deputy Leader of the Council and the Cabinet Members as well as from Directors and the Chief Executive.

## **Key Findings**

5. The Panel considered the proposals for investment in services, efficiencies and income generation for 2024/2025 and the Capital Plan Budget and the findings from their meetings are set out in this report. The report was presented to the Overview and Scrutiny Board on 7 February 2024 and approved unanimously and will now be submitted to the Cabinet as part of the consultation process (to be updated after Board on 7 February).

## **Revenue Budget**

### **6. Budget Overview**

- 6.1 Members acknowledged the excellent work by Members and Officers over the past few years in respect of managing the Council's finances and that this approach had contributed to Torbay Council being awarded the Most Improved Council of the Year in April 2023 by the Local Government Chronicle. This improvement resulted in no specific proposed cuts to services for 2024/2025, however, savings or additional income of £300,000 would need to be identified through the budget consultation process. There were 9 areas identified for efficiencies or savings included within the consultation papers for further development. This was in the context of several Local Authorities issuing Section 114 bankruptcy notices.

- 6.2 The proposals included investing:

- £300,000 in Operation Brighter Bay;
- £300,000 in Operation Town Centres;
- £1m one off investment to the Events Reserve over a four-year period (£250,000 per year);
- £500,000 of increased discount through the revised Council Tax Support Scheme;
- £1.1m (funded through the Social Care Grant) increase in contract fee for Adult Social Care;

- £1.9m (funded through the Social Care Grant) to meet service demand and inflationary increases to pay and provider costs for Children's Services;
  - £900,000 to meet the pressures of temporary accommodation and preventing homelessness;
  - £200,000 on residents discount scheme;
  - £200,000 for repairs and maintenance;
  - £150,000 allocated to fund the management and operation of activities previously undertaken by Tor Vista Homes; and
  - £1m investment into Oldway.
- 6.3 The proposals would set a Council Tax rate of 2.75% plus the 2% for adult social care. With each 1% of Council tax generating £840,000 of additional income to deliver services.
- 6.4 In relation to an increased emphasis on affordable housing Members questioned how more affordable homes would be provided through the budget proposals. It was suggested that most of the investment in affordable housing was contained within the Capital Programme with projects such as the redevelopment of St Kilda's being brought forward shortly, and the Council was working with its regeneration partners on four key projects (2 in Paignton and 2 in Torquay) which were in their early phases, some of which may include affordable housing. There were also challenges through the Planning process where developers were demonstrating that previously approved schemes would no longer be viable if the agreed affordable housing contributions were required.
- 6.5 Members were advised that the Director of Pride in Place had tasked the new Head of Housing Delivery to review all the options for delivery of affordable housing and bring them forward to Members so that this could inform the revised Housing Strategy and future delivery of housing options, including affordable housing. Members felt there should be Revenue Budget investment to help facilitate the delivery of affordable housing in Torbay and that the options being explored should include improving relationships with housing providers and consideration of creating a Housing Revenue Account to show the Council's commitment to increasing the number of affordable housing units available and shaping the market for the delivery of more affordable housing and particularly social rented housing.
- 6.6 It was noted that the Government had announced additional funding for local authorities, although it was not yet known how much or where this money would need to be spent. Members suggested that, once the additional funding had been confirmed the Cabinet should review how this could be used to free up funds to create an enabling fund to assist with provision of affordable housing in Torbay, to be used through the Housing Delivery Group as part of the 2024/2025 delivery plan, to include activities such as:

- progressing Torre Marine;
  - work on temporary accommodation which could include considering potential for temporary uses on some of the Council owned sites and/or acquisition of stock from market housing;
  - continuing to engage with Homes England and use the Levelling Up Partnership and the new Homes England Strategy, which is more place focused, as a way to deepen the Council's connection; and
  - considering as part of the review of Council assets opportunities for disposal or development of a range of sites which may require further funding to support development of the sites.
- 6.7 Members questioned how priorities for affordable housing had been communicated with officers and were advised that key worker, affordable and temporary housing had been raised with the Department for Levelling up, Housing and Communities as part of the Levelling Up discussions for additional Government funding. Children's Services colleagues were also aware and focussed on delivering housing to care experienced young people.
- 6.8 The proposals referenced working towards an 'outstanding' Ofsted rating for Children's Services and Members questioned what needed to be done, how this was addressed within the budget and what targets had been set for officers. It was noted that this would involve embedding best practice already underway and the Cabinet Member for Children's Services gave credit to the previous Administration for the progress in Children's Services moving from 'inadequate' to 'good' making sure children are safe as well as implementing the recommendations from the Joint Area Targeted Inspection (JTAI). There was an ambition to go beyond children feeling safe, to ensure they thrive and achieve more uniformity across services. More work was needed for Special Educational Needs and Disabilities (SEND), training, accommodation and youth service accommodation. The whole Council, including both Members and Officers, were supportive of the objective to work towards 'outstanding' and Members noted that updated targets would be set once the Council's Community and Corporate Plan had been approved.
- 6.9 Members questioned the definition of investment and if the additional £1.9m for Children's Services would meet the needs of the service and young people. It was noted that the Service was looking at different ways of working for our young people, for example working with partners such as South Devon College, the Council and other employers to take on care experienced young people as well using the Family Hub model, which the Council was a trailblazer for.
- 6.10 Members challenged the delivery of the proposed savings in respect of school transport as the wording was the same as last year and no young people had successfully moved to independent travel so far and children had a statutory right to transport for their school career once granted. It was noted that the proposal for school transport needed to be developed further before it was

taken forward and that the budget did not rely on making savings in 2024/2025 and that this was one of 9 key areas being explored to inform longer term savings once all options had been developed and agreed.

## **7. Chief Finance Officer Statement**

- 7.1 The Chief Finance Officer advised that this was the first year he had been in post and that the budget had been developed in the context of future challenges and the savings plans identified were big areas which would have a significant impact on the Council in the future if the issues were not addressed and savings made. Torbay Council was in a better financial position than other Councils, which was a testimony to the work done to date. 2025/2026 would be a challenging year with the new contract for the Integrated Care Organisation for Adult Social Care and Health, a drop in the allocation of Business Rates compared to the settlement, cost of social care going up above the level of funding provided, issues around homelessness, housing and temporary accommodation. Therefore, the Council was looking at three-year proposals taking into account the medium-term financial position of the Council.

## **8. Fees and Charges**

- 8.1 Members noted that the fees and charges had generally been increased by 4% inflationary costs with a few areas increasing more as set out in the submitted papers.
- 8.2 Members noted the written responses to the key lines of enquiry as set out in the published document. It was noted that the webpage 'check what items can be taken' to the Household Waste Recycling Centre regarding charges for DIY waste was out of date and officers would be requested to update this to reflect that there were no longer charges for this waste, up to specified limits.

(Note: at the start of the meeting Councillor Fellows declared a pecuniary interest as a self-employed taxi driver, but did not need to leave the meeting as the fees and charges were not discussed relating to this).

## **9. Financial Reserves policy**

- 9.1 The Director of Finance had undertaken a review of the Council's Reserves and had consolidated many of the 50 reserves which had been held for a number of years, where there had been no financial movement over a period of two years or more, and those without a clear future spend commitment had been absorbed into the General Fund Reserve or Comprehensive Spending Review Reserve following consideration of the purpose of the reserves and had included the use of one off reserves for Tor Vista, Schools/Westlands Private Finance Initiative (PFI) and Oldway, dissolving some of the smaller reserves and creating the table of reserves set out in Appendix 1 to the submitted report.

- 9.2 The Financial Reserves Policy identified the use of reserves for one off spend. The Collection Fund was high and it was proposed to reduce this to £3m and the General Fund was proposed to be increased to £7.6m which equated to 5% of the Council's NET budget.
- 9.3 Members noted the written responses to the key lines of enquiry as set out in the published document.
- 9.4 Members supported the General Fund Reserve being maintained at 5% of the Council's NET budget but questioned the reduction in the Housing related reserves from £1.809m to £1m. It was noted that this reduction was due to grants from the Government being handed out. The Housing Reserve included housing benefit and discretionary housing allowance.
- 9.5 Members acknowledged that the Council Tax collection rate for those in receipt of Council Tax Support was lower at around 59% but that it was hoped the new banded Council Tax Support scheme would help to alleviate this, but officers would need to closely monitor collection rates moving forward.
- 9.6 It was questioned whether the £100,000 identified in the motion (set out below) submitted to the Council to drive forward more 20 MPH zones had been included within the budget. It was noted that this had not been included but that the Director of Finance had written a report which would be presented to the Council meeting on 1 February 2024, which suggested that additional funding for 20 MPH Zones should be considered as part of the budget setting process and Members supported the Cabinet identifying additional funding to support this as part of this review.

Motion: "There continue to be high levels of concerns over road safety which have been expressed to us by residents in many parts of Torbay about the excessive speed of traffic in residential areas particularly on arterial routes near or outside schools.

We believe that this is putting the safety of pedestrians at risk, including parents with young children in prams and buggies, as well as for wheelchair users, the frail and elderly, and anybody attempting just to cross a road.

We believe that some of the roads in greatest need of urgent action to control vehicle speeds include our older ex-Council estates and high density areas, which often have a predominance of terraced housing.

The principle has already been agreed by the Council to introduce 20mph neighbourhoods especially in close proximity to our schools and in relation to areas which have a high concentration of accidents. At the 22 February 2023 Transport and Parking Working Party, it was stated that there was strong support from schools across Torbay suffering from speeding traffic impacting

on their pupils for such 20mph neighbourhoods. The following schemes were earmarked for action:

### **Phase One**

Hayes School (Totnes Road & St Michael's Road) (Hayes Road already has permanent 20mph zone)

Cockington School (Avenue Road & Mill Lane areas)

Sacred Heart School (Cecil Road area)

Barton Academy (Barton Hill Road)

Torquay Academy (Barton Road & Cricketfield Road areas)

St Cuthbert Maine (Teignmouth Road & Westhill Road areas) (could include St Margaret's and Homelands Schools)

### **Phase Two**

Roselands Primary School (Roselands Drive area)

White Rock Primary School (Davies Avenue/Gibson Road areas)

Sherwell Valley Primary School (Upper Cockington Lane/Drake Avenue/Hawkins Avenue areas)

Curledge Street Primary School (will be included within the proposed Fisher Street zone

but consideration to expanding zone into Dartmouth Road area)

Ilsham Primary School (Ilsham Road and Babbacombe Road areas)

Eden Park Primary School (in quiet residential area, no 20 limit in place)

St Margaret Clitherow School (in quiet residential area, no 20 limit in place)

Chestnut Primary School (in quiet residential areas, no 20 limit in place)

As at the 19 October 2023 we note with concern that the above schemes which have been earmarked for action are not being delivered at pace. One particular example where the need for reduced traffic speeds is overdue is Barton Hill Road, from the Barton shopping centre, to Hele roundabout, via Barton Academy, where there is an urgent need to reduce traffic speeds. We are also aware that accidents continue to happen in the neighbourhood of St Cuthbert Mayne with a motorcycle accident where the motorcyclist was hospitalised in early October.

In light of this and in the interests of community safety, therefore the Council is recommended:

That the Director of Finance be instructed to identify £100,000 of one-off money to provide the capacity to take these schemes (as set out above) forward within the next 12 months."

## **10. Service changes and savings plans**

- 10.1 Members were advised that the Cabinet had not included the savings proposals in the Revenue Budget for 2024/2025 but the 9 areas included

within the consultation were proposals of what would be developed further and discussed with Members.

- 10.2 Members challenged the approach taken as in previous years star chambers had been held with tangible outcomes on how much savings or additional income would be realised. It was explained that the focus had been on how the Council could develop a more sustainable financial position over the medium term. The previous approach resulted in a number of savings targets being placed against budgets where, ultimately, actions were not subsequently delivered resulting in legacy budget pressures..
- 10.3 Members questioned when the Council would know what the impacts were on our communities as a result of the emerging savings plans and were advised that Equality Impact Assessments (EIAs) would be developed once the proposals had been worked upon further. A new Partnership and Inclusion Officer was now in post and was working on how to improve our EIAs.
- 10.4 In response to questions it was explained that the high, medium and low related to the initial estimated impact of the proposal and the range of figures was an estimate of the proposed savings which had been put forward to be worked on further. Members sought additional engagement with Overview and Scrutiny as the savings plan proposals develop to enable them to monitor any identified savings.

## **11. Equality Impact Assessments**

- 11.1 Members were informed that the Equality Impact Assessment (EIA) did not fully assess the savings plans for each department and that a specific EIA would be developed as part of the governance arrangements for each proposal.
- 11.2 Members noted the written responses to the key lines of enquiry as set out in the published document.
- 11.3 The Cabinet had passed the following motion, at its meeting held on 21 March 2023, around supporting the campaign for care experienced young people to be included under the criteria for protected characteristics and Members requested a proactive approach in that this should be included within the EIA information.

Motion: "That the Cabinet resolves:

- To formally support the Show Us You Care Too campaign which calls for care experience to be made a protected characteristic as part of the Independent Review into Children's Social Care;
- For the council to proactively seek out and listen to the voices of care experienced people when developing new policies based on their views; and



- To continue to build apprenticeship opportunities for care experienced young people.”
- 11.4 It was questioned as to what provision was available for the LGBTQ+ community if they wanted to receive care that may not be available from their provider. Members were advised that each person was dealt with on a case-by-case basis and if a provider was unable to give this support, the person was offered direct payments and was assisted in purchasing care themselves by a social worker. Work was also being carried out to encourage people with protected characteristics to enter the care market.

## Capital Report

### 12. Capital Strategy

- 12.1 Members noted the background to the revised Capital Strategy which sought to provide greater focus each year as to the progress of projects, milestones, approved budgets and deliverability. The Capital Strategy currently proposed that £22m would be spent in 2024/2025 but this was expected to increase as more business cases are approved and new projects added. A number of documents formed part of the Capital Strategy which included Treasury Management Strategy, Grant Funding Pending List, and Capital Investment Plan 2023/24 to 2026/27.
- 12.2 Members noted the written responses to the key lines of enquiry as set out in the published document.
- 12.3 Members discussed the public perception around the investment properties which had been purchased several years ago for properties outside of Torbay and what the policy was to review them and determine if or when it would be appropriate to dispose of any of them or any of the Council's other assets. It was noted that the Council had borrowed £211m to buy the investment properties which generates around £13m which funds the cost of borrowing, contingency costs and provides £4.1m for the Revenue Budget per year. Any decisions would be based on a business plan at the time to enable all options to be evaluated to determine if disposing or keeping an asset was appropriate. Members were advised that as a result of prudent treasury management it was unlikely that the Council would need to borrow further money for the next two years. However, the holding of commercial assets would need to be reviewed before the Council undertook any further borrowing. In light of a lack of a strategy to deal with the disposal of any investment property that has reached a position where it has become financially advantageous to sell off. Such a strategy should be developed within the next 6 months which would address the review of commercial assets and disposal of investment property where financial benefit was identified.

- 12.4 The 4 Year Capital Investment Plan provided an overview of the projects by category that the Council was trying to deliver. There was also a list of projects identified as feasible and developing projects which would be moved to the Plan once they had their business cases and funding approved.
- 12.5 Members had previously received a draft template for monitoring the Capital Plan and suggested that it would be useful to see the date when the project was first added to the Capital Plan, when a decision was made to move it forward and indicative costs approved to measure the speed of development and financial impact of delays to the projects.
- 12.6 Members went into private session to discuss some additional funding which had yet to be announced.

### **13. Key Lines of Enquiry/Questions and Answers.**

- 13.1 Members questioned if the additional £900,000 for homelessness included investment in Leonard Stocks and were advised that there was a separate business case for the Leonard Stocks which was self-funded and due to be presented to Cabinet and Council in February 2024. The additional money was partly to deal with pressures on temporary accommodation and investment in prevention work. There had already been some success in reducing numbers in temporary accommodation and as this drops it would enable more investment to be directed towards prevention. The aim was to reduce the reliance on temporary accommodation and to focus more on helping people to be successful in their lives moving forward.
- 13.2 Members acknowledged the importance of supporting people with their social care and housing needs within the Adult Social Care budget and recognised that careful consideration would need to be given as the draft savings plans were developed, together with learning from successes such as reablement and focussing on supporting working age people and working with consultants to identify the best options to take forward. Approximately £400,000 had been spent on consultants which was expected to realise £10m recurrent savings.
- 13.3 Members asked how services were joining up on the upgrade/replacement of the Paris IT system. A joint options appraisal was being developed with service users to ensure that any replacement did not disadvantage frontline staff and it would replace an out-of-date system which only one other local authority uses. The new system would also present the opportunity for equality data to be collected.
- 13.4 The written response to Q1, did not mention any budget to tackle deprivation, and Members questioned how this was being addressed. A verbal response was provided that whilst there was no specific budget allocated, key issues were being addressed through the Economic Strategy to enable people to earn more. The Council continued to work with partners around employment and skills, growing jobs and upward skills and helping people to change their

careers. However, it was recognised that the Council and its partners needed to improve targeting some opportunities with Department for Work and Pensions (DWP), NHS Mental Health and South Devon College including apprenticeships and improving the way it collects data around this. Transport was another big area affecting household budgets, and the Council was encouraging active transport through 'Torbay on the Move' as this had benefits for climate, health and reduced expenditure. The Council was working in partnership around a sustainable food partnership to provide a more sustainable approach to reduce dependence on food banks and food supermarkets.

- 13.5 Torbay has the 3<sup>rd</sup> highest rates of suicide in the country and Members questioned why there was no specific budget or reference to suicide awareness training in the paperwork. Members were informed that training on suicide awareness such as SAFETALK was being rolled out. This activity was co-ordinated by the Public Health Team who leverage funds and this was also a key priority area for partners and the NHS through the Integrated Care Board. There was a commitment to Mental Health First Aid and Suicide Awareness training as well as supporting families and survivors of suicide via peer support etc. Members felt that this offer should be more widely communicated to enable more people to access support and help each other.
- 13.6 Arising from Q21 Members asked how much money was left from the 2023/2024 Household Support Fund (HSF) and if it was likely that the Government would not provide this fund for 2024/2025. It would not be known until 6 March 2024 if the HSF would be continued and Members were concerned over the impact that this would have on vulnerable residents with increasing numbers of people finding themselves in poverty. It was anticipated that all the Household Support Fund would be allocated by the end of 2023/2024. Members were advised that the Council Tax Support Scheme which added an additional £500,000 would help to mitigate this but the main risk was around food banks. The Council was working on creating a sustainable food partnership working with the food banks and food supermarkets to become more self-sufficient moving towards a social supermarket model which was better for Torbay residents. Help was also provided to reduce rents for those who were statutory homeless. Members suggested the need for assurance that further funding would be made available by the Council to replace some of the funding previously provided through the Household Support Fund. If HSF funding was not available for 2024/2025 funding provided directly by the Council could, for example, be used to support foodbanks/food supermarkets, care leavers, Family Hub issued food vouchers and debt advice etc.
- 13.7 Members were concerned about funding to support community centres and questioned what was being done to help support these valued community hubs. It was noted that most of the Council's assets, including community centres, operated under a fully repairing lease otherwise the costs would fall to the Council and additional funding would need to be found for this. The

Council has a role to support the community centres and help them access external funding which the Council is not able to access (for example Parkfield House was looking for grants to help with their maintenance costs). Members were concerned about the future viability of the community centres if the Council and other partners were unable to provide further support to them and suggested the need for a strategy to be put in place to address that concern.

- 13.8 It was raised as to whether there was funding in the budget to support Council play parks and skateparks, particularly Victoria Skatepark and what the timescale there was for this. Members were advised that Victoria Skatepark had been closed following an inspection and it was not able to be repaired and would require a wholesale replacement. With alternative skateparks in the local area, a decision would need to be made as to what would be the best use of resources. Members highlighted the importance of exploring options for Victoria Skatepark as a valued starter venue as neighbouring Skateparks supported more experienced users and skateboarding was likely to be a legacy sport with the forthcoming Olympics. A review of play parks was currently underway looking at the best options on a ward-by-ward basis. This was expected to be completed by Easter 2024 and Members requested that a copy of this be shared with all Councillors. There was no reduction in the budget for this area, but the Council was exploring how to find better ways of providing good services within existing budgets. Members sought assurance that resources would be appropriately targeted to meet the outcome of the review, taking into account the condition and lack of maintenance of play parks.
- 13.9 Members discussed difficulties in accessing Section 106 contributions towards parks in Shiphay whereas schemes had been implemented in other wards. Members were concerned over the reduction in value of the funding as a result of delays.
- 13.10 Members questioned the approach to prioritisation for highways lining etc. as previous lining seemed to have focussed on some wards and not others. It was noted that heavy duty lorries were initially used but were not suitable for many areas and a 7 tonne truck and 3 ½ tonne lining trailer had been commissioned but that this was also too large for some of the smaller roads. The Cabinet Member for Place, Transport and Parking advised that prioritisation was carried out via a matrix, firstly looking at safety, then most urgent for enforcement and then for reasons around visibility. Members sought written clarity on the prioritisation for highways lining.
- 13.11 Members questioned the split between support and enforcement for the additional £300,000 for Operation Town Centres. This was split 55% for enforcement 45% for support through partnership working with the Police, Mental Health and Homelessness Teams working from the Town Hall via a one stop shop.

- 13.12 It was noted that Community Ward Funds were included within the budget at £2,000 per Member but there was an ambition as part of the Administration's manifesto to increase this in the future.
- 13.13 Members discussed the reasons as to why no specific funding was included in the budget for Sport. It was acknowledged that this was an oversight and previously £225,000 had been included in the budget over four years (£50,000 per annum increased to £75,000 in 2023/2024) but that this had not been carried forward for 2024/2025. It was noted that 40 projects had benefited from £70,000 Back to Sports funding and individuals had also been funded through 'Believe to Achieve' funding for national sports etc. administered through Sport Torbay. It was noted that there was a need to help sports clubs to improve the quality of their bids in order for them to receive funding through the Community Infrastructure Levy (CIL). Members suggested that the Cabinet should identify £75,000 Revenue funding be added to the base budget to support sports in Torbay working in partnership with Sport Torbay.
- 13.14 Members questioned if there was a breakdown on each element of the proposed Residents' Discount Scheme. It was noted that proposals were still being developed to ensure the most cost effective solutions are realised. It was proposed that something should be done around parking and toilets, potentially through an app or card. Members questioned if the temporary Portaloo's would be provided during the season at Corbyn Head and if this was included within the budget. It was confirmed that they would be in place and were included within the budget proposals.
- 13.15 Members noted the written responses to the key lines of enquiry as set out in the published document.

#### **14. Draft Report on the Review of Events, Culture and Tourism**

- 14.1 Members heard about the importance of heritage to Torbay's economy and the ability to unlock additional funding from outside Torbay working with organisations such as the Arts Council and English Heritage and the ongoing work building relationships and working with the Place Board to secure benefits for Torbay. They also received an update on key events such as the English Riviera Airshow and the different community approach being taken this year. The Cabinet Members were confident that the Airshow would be delivered within the £100,000 match fund budget target and that this would ease pressure on the £1m reserve put in place to support events over the next four years. Members questioned the tone of some of the communications surrounding the Airshow. However, those present expressed their support and passion for the Airshow as well as supporting heritage projects, key events and the aspiration for Torbay to be The Premier Resort, working in partnership with the community, voluntary and business sector as well as key partners such as Torbay Culture and the English Riviera Business Improvement District (ERBID).

- 14.2 Members questioned if the intention was to bring forward other events in addition to headline events such as the Airshow. It was noted that potential events were set out through the Destination Management Plan with their Management Group working closely with the ERBID on a shared aspiration for events. The Bay of Lights Illumination trail was proposed to be an annual signature event from 1 December to 2 January so that businesses could prepare for this regular event and help to promote it, with the aim of increasing footfall during the Winter period. There was also an opportunity to explore more activity on and around the water of Tor Bay so that we could use all of the offer to attract more international, higher spending and longer staying visitors.
- 14.3 The Council had run free music events on Torre Abbey for the Jubilee and Coronation and Members questioned if it was proposed to run similar free events again. It was noted that these were one off free events to commemorate these two major national celebrations.
- 14.4 Members questioned if there was still a plan for a Town Centre Manager following a request from traders in Torquay, who could help put events on and help promote the Town Centre. It was confirmed that there was funding within the budget, however, focus had initially been around making the Town Centres cleaner and tackling antisocial behaviour which would be picked up through the additional funding identified through Operation Town Centres and Operation Brighter Bay. Early conversations had taken place about a Torquay Town Centre Business Improvement District (BID) but it was not known if there were sufficient businesses to take this forward.
- 14.5 Members noted the submitted draft report of the Review of Events, Culture and Tourism and endorsed the following recommendations which would be put to the Cabinet meeting on 19 March 2024:

That the Cabinet be recommended:

1. that the Director of Pride in Place be requested to review how local businesses can become more involved to help promote cultural activity within Torbay, to ensure that local businesses feel connected into UNESCO Global Geopark Status and cultural assets;
2. that the Director of Pride in Place be requested to review the activities around education and raising the profile of the UNESCO Global Geopark, exploring how to maximise opportunities for education, particularly encouraging national geologists to use the Geopark and Devonian Period etc. and to include increased signage and boards with a particular focus on attracting more out of season opportunities;
3. That the Director of Pride in Place be requested to review the resource and capacity of the Events and Culture Team, including administrative

support, and to explore how the independent, voluntary, community and business sectors could contribute to ensure that there is sufficient capacity and resources to deliver:

- a. the Cultural and Heritage Strategies;
  - b. projects where the Council has received significant external funding;
  - c. future ambitions of the Council and its key partners, including the continuation of the £100,000 match funding from the Council to mirror the funding that the English Riviera Business Improvement District Company puts towards the delivery of the Events Strategy and Destination Management Plan;
4. that the Director of Pride in Place and Chief Executive of the English Riviera Business Improvement District be requested to review the communication around how to advertise events taking place in Torbay through <https://www.englishriviera.co.uk/whats-on>, including signposting approved event's organisers to the website, to ensure greater take up especially of smaller events;
  5. that the Director of Pride in Place reviews whether the Torre Abbey pitch and putt contract remains the most appropriate use of the space to meet the Council's cultural and heritage objectives, especially in light of the ongoing damage and annual repair costs to the roof of the Spanish Barn; how the risk of damage to the Spanish Barn can be reduced in future and explore alternative uses for the area, maximising the archaeological history of the site;
  6. that the annual Business Plan for Torre Abbey be reviewed and presented annually to the Overview and Scrutiny Board together with details of performance against the previous plan;
  7. that the Director of Pride in Place be requested to ask the Destination Management Group to explore options for working more collaboratively with attractions across Torbay to establish how they can work together to encourage and incentivise visitors to multiple attractions to help increase footfall;
  8. that Members support the proposed revisions set out in the Events Strategy Suggested Updates document which ensures that it is in line with the Destination Management Plan and consider that the Events Strategy remains relevant;
  9. that a report on implementation against the Events Strategy and Destination Management Plan is submitted to the Overview and Scrutiny Board to review and monitor performance on an annual basis or earlier if budgetary or capacity concerns are identified, to ensure that delivery of the Strategy and Plan remain achievable;

10. that the Director of Pride in Place be requested to develop and implement a criteria and application form for headline and feature events based on the Events Strategy and Destination Management Plan to enable the Council to assess applications against that criteria, particularly during the shoulder seasons to ensure that the events taking place on Council land are compliant with the Events Strategy;
  11. that the Director of Pride in Place and the Events Team be requested to assess the effectiveness of the Torbay Events Advisory Panel and whether working with the ERBID and English Riviera Events Collective as an alternative would release capacity within the Team;
  12. that the Director of Pride in Place be requested to explore the costs of a feasibility study to assess whether Torbay's meadows and green spaces could be utilised as show grounds; and
  13. that the Director of Pride in Place be requested to review the information on the Council's website and documents relating to events such as the 'Events in Torbay A Guide for Organisers' and 'Apply to Hold an Event' to make them more accessible.
- 14.6 Members noted the written responses to the key lines of enquiry as set out in the published document.
- 14.7 Members noted the additional funding for Events of £250,000 per year over the next four years and suggested that recommendations 3 and 12 above should be highlighted to the Cabinet to consider as part of the budget setting process, to help alleviate the pressures facing the Events Team, should additional funding be identified as part of the budget setting process.

(Note: at the start of the second meeting, Councillor Jackie Thomas declared a non-pecuniary interest as a former member of the Review Panel and now being the Cabinet Member for Culture, Tourism & Events, and Corporate Services.)

## **15. Conclusions and Recommendations**

- 15.1 The Priorities and Resources Review Panel reflected and debated the information provided to them, both in writing and orally, following which, recommendations were formed (as set out below). Members welcomed that due to prudent management of the Revenue Budget over the past few years, there were no specific cuts to services identified within the proposals. They also supported a more streamlined Capital Plan focussing on projects with approved funding showing where money would be spent over the next four years to enable better monitoring against delivery of projects.
- 15.2 Members were concerned over the uncertainty in respect of the future of the Household Support Fund and the impact on those in poverty and sought



assurance that alternative provision would be made through identification of further reserves. Whilst recognising the Capital projects and work around temporary accommodation, Members did not feel that the housing crisis and provision of more affordable homes had been sufficiently addressed through the budget and that more funding needed to be identified as well as a clearer steer on how the Council intends to deliver against the Housing Strategy. On being put to the vote, the motion was declared carried unanimously (to be updated after the Overview and Scrutiny Board on 7 February 2024).

15.3 That the Cabinet be recommended:

1. that if further funding through the Household Support Fund for 2024/2025 is not announced or provided by the Government, that additional reserves be identified, in addition to the £1.8m Housing Reserve, to replace some of the funding previously provided through the Household Support Fund by the Government to be used, for example, to support foodbanks/food supermarkets, care leavers, Family Hub issued food vouchers and debt advice and to request the Director of Adult and Community Services to work with the third sector to help identify where the support is most needed;
2. to consider allocating one off funding of £100,000 to implement the 20 MPH Zones identified through the submitted Motion set out at paragraph 9.6;
3. that the Cabinet be requested to work with the Head of Housing and Director of Pride in Place to progress this work as a matter of urgency and once the additional Government funding has been confirmed the Cabinet should review how this can be used to free up funds to create an enabling fund to assist with provision of affordable housing in Torbay, to be used through the Housing Delivery Group as part of the 2024/2025 delivery plan to include activities such as:
  - progressing Torre Marine;
  - work on temporary accommodation which could include considering potential for temporary uses on some of the Council owned sites and/or acquisition of stock from market housing;
  - continuing to engage with Homes England and use the Levelling Up Partnership and the new Homes England Strategy, which is more place focused, as our way to deepen the Council's connection; and
  - considering as part of the review of Council assets opportunities for disposal or development of a range of sites which may require further funding to support development of the sites;

(Note: the Review Panel found that there was no evidence within the Revenue Budget on how affordable housing would be delivered, what options have been considered, including the potential for the Council to further develop its own housing stock and create a

Housing Revenue Account as well as exploring opportunities to work further with registered housing providers).

4. that the new approach to service change and savings plans, lacks a clear timeline and details of the process for the development of the 9 areas and this should be provided to Overview and Scrutiny so that they can schedule the relevant areas into one of the three Boards/Sub-Boards as part of their Work Programmes for 2024/2025

(Note: progress on Savings Plans would be reviewed as part of the Overview and Scrutiny Monthly Briefings so they can identify which ones need to go to which Board/Sub-Board);

5. that, following the motion agreed at Cabinet on 21 March 2023 where the Cabinet agreed to support the Show Us You Care Too campaign which calls for care experience to be made a protective characteristic as part of the Independent Review into Children's Social Care, the Cabinet to take a proactive approach and locally recognise care experience within future Equality Impact Assessment (EIA) information;
6. that a policy on asset retention and disposal of assets be developed and included within the Capital Strategy;
7. to include within the quarterly monitoring and 4 year Capital Strategy, the date when project was first added to Capital Plan, when the Council made a decision to move forward and indicative costs at that time to measure the delivery against the speed of project development;
8. that a plan be developed to address how the Council and its partners can work with Torbay's community centres, to help support them with their maintenance so that they don't end up in crisis and this is brought back to the Overview and Scrutiny Board for consideration;
9. that all Councillors be provided with details as to how the repainting of yellow and white lines on the highways are prioritised and what revenue consideration is given in respect of enforcement;
10. that £75,000 Revenue funding be included in the base budget to support Sport in 2024/2025 and future years;
11. to ensure that the review of play parks secures their future sustainability and additional funding options be explored such as Olympic legacy funding, existing funding opportunities and grants which could help replace assets such as the Victoria Skatepark working in partnership with organisations such as Sport Torbay; and

12. that the following recommendations from the Review of Events, Culture and Tourism be considered as part of the budget setting process, should additional funding be identified through the process:
  - “3. That the Director of Pride in Place be requested to review the resource and capacity of the Events and Culture Team, including administrative support, and to explore how the independent, voluntary, community and business sectors could contribute to ensure that there is sufficient capacity and resources to deliver:
    - a. the Cultural and Heritage Strategies;
    - b. projects where the Council has received significant external funding;
    - c. future ambitions of the Council and its key partners, including the continuation of the £100,000 match funding from the Council to mirror the funding that the English Riviera Business Improvement District Company puts towards the delivery of the Events Strategy and Destination Management Plan; and
12. that the Director of Pride in Place be requested to explore the costs of a feasibility study to assess whether Torbay’s meadows and green spaces could be utilised as show grounds.”

## 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
<b>National</b>	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
<b>Cost Recovery</b>	Fee set based on recovery of the <b>full</b> 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 &amp; 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>
<b>Traded</b>	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.
<b>Subsidised</b>	Fee set below cost to deliver in order to incentivise a particular activity. <b>This category of fee or charge is therefore subsidised by the taxpayer</b>	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.
<b>Levy</b>	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 <sup>2</sup> in area and 3 storeys in height)	£ Current 2023/24	£ Proposed 2024/25	Category
VAT Rate SR			
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	£ 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					
Extension not exceeding 10m <sup>2</sup>	500.00	565.00	550.00	630.00	Traded
Exceeding 10m <sup>2</sup> but not over 40m <sup>2</sup>	760.00	820.00	820.00	890.00	Traded
Exceeding 40m <sup>2</sup> but not over 100m <sup>2</sup>	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 40m<sup>2</sup>, please contact the Building Control

Standard charges for the Renovation of Thermal elements, Window replacement and Electrical/Controlled Installations for small domestic buildings VAT Rate SR	£	£	£	£	Category
	Current 2023/24 Full Plans Charge	Current 2023/24 Building Notice Charge	Proposed 2024/25 Full Plans Charge	Proposed 2024/25 Building Notice Charge	
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) VAT Rate SR	£	£	£	£	Category
	Current 2023/24 Full Plans Charge	Current 2023/24 Building Notice Charge	Proposed 2024/25 Full Plans Charge	Proposed 2024/25 Building Notice Charge	
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 – £10,000	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
835.00
1,188.00
1,476.00
710.00
710.00
1,344.00
340.00
290.00
260.00
340.00
230.00
312.00
£ Proposed 2024/25
1,280.00
1,600.00
1,820.00
1,996.80

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Regularisation Fees Calculation of Charges for all Other Building Work: Estimated Cost of Work	£ Current 2023/24
VAT Rate OS	
Under £2,000	310.00
£2,001 – £5,000	520.00
£5,001 – £10,000	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
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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 <sup>2</sup>
Brixham Central Car Park <sup>1</sup>	£0.90	£1.60	£2.80	£4.00	£4.90

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

<sup>2</sup> - 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 <sup>3</sup>
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 <sup>1</sup>	£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 <sup>2</sup>	£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

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

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

<sup>3</sup> - 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 <sup>5</sup>
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 <sup>3</sup>	£1.60	£2.80	£4.00	£5.10	£9.40	n/a
Lower Union Lane Shoppers Car Park <sup>4</sup>	£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

<sup>3</sup> – Pay on exit car park.

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

<sup>5</sup> - 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 <sup>1</sup>	£1.70	£2.90	£4.10	£5.30	£10.10

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

**Torquay**

Car Park	Up to 1 hour	Up to 2 hours	Up to 3 hours	Up to 4 hours	Up to 17 hours
Hamilton 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
Measfoot 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 <sup>1</sup>	£1.70	£2.90	£4.10	£5.30	£10.10
Walls Hill Car Park	£1.70	£2.90	£4.10	£5.30	£10.10

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

**Winter Tariff (only available during the period 1<sup>st</sup> November to 20<sup>th</sup> 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 <sup>1</sup>	£1.80	£3.10	£4.50	£5.60	£10.70

<sup>1</sup> – Winter parking charges apply during the period 1<sup>st</sup> November to 20<sup>th</sup> 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 <sup>3</sup>
Broadsands Car Park <sup>1</sup>	£1.80	£3.10	£4.50	£5.60	£10.70	n/a
Cliff Park Road Car Park <sup>1</sup>	£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 <sup>2</sup>	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

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

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

<sup>3</sup> - 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
Kilmore Car Park <sup>1</sup>	£1.80	£3.10	£4.50	£5.60	£10.70
Meadfoot Beach Car Park <sup>1</sup>	£1.80	£3.10	£4.50	£5.60	£10.70

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

**Winter Tariff (only available during the period 1<sup>st</sup> November to 20<sup>th</sup> 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

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**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

<u>Parking period up to:</u>	<u>Charge</u>
Parking Promotion 1 – up to 6 hours	50p
Parking Promotion 1 – up to 12 hours	£1.00

# 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
Torquay 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
Palmico	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
Yorbay 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		Current Charges	Proposed Charges	Category
VAT Rate SR		2023/24	2024/25	
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	Charges	Category
		2023/24	2024/25	
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
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)	£	£	Category
Car Parks	Current Charges	Proposed Charges	
VAT Rate SR	2023/24	2024/25	
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 <a href="http://www.torbay.gov.uk/business/licensing/skin-piercing/">http://www.torbay.gov.uk/business/licensing/skin-piercing/</a>	£ Current 2023/24	£ Proposed 2024/25	Category
VAT Rate OS			
Tattooing, Electrolysis and Body Piercing (excluding cartridge systems) – Premises	185.00	192.40	Cost Recovery
Tattooing, Electrolysis and Body Piercing (excluding cartridge systems) – Practitioner	90.00	93.60	Cost Recovery
Tattooing, Electrolysis and Body Piercing : Amendment to registration	52.00	54.08	Cost Recovery
Ear piercing using an approved cartridge system – Premises	100.00	104.00	Cost Recovery
Ear piercing using an approved cartridge system – Practitioner	75.00	78.00	Cost Recovery
Ear piercing: Amendment to registration	55.00	57.20	Cost Recovery

Fish Export Certificates	£ Current 2023/24	£ Proposed 2024/25	Category
VAT Rate OS			
*Export Certificates (fish) – Basic	30.00	31.20	Cost Recovery
*Export Support Attestation	120.00	124.80	Cost Recovery
*Any Export Certificates (fish) – Advanced	120.00	124.80	Cost Recovery
*Export Certificates (fish) – Advanced (where re-issued required due to error caused by business)	120.00	124.80	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	239.20	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	1000.00	1040.00	Cost Recovery
Regulated Stand (Sports grounds) - new	1000.00	1040.00	Cost Recovery
Regulated Stand (Sports grounds) - alteration requested by sports grounds	500.00	520.00	Cost Recovery

## Licensing Discretionary Fees

Street Trading <a href="http://www.torbay.gov.uk/business/licensing/street-and-trading/street-trading/">http://www.torbay.gov.uk/business/licensing/street-and-trading/street-trading/</a>	£ Current 2023/24	£ Proposed 2024/25	Category
VAT Rate OS			
Annual	1,132.00	1,177.28	Cost Recovery
Seasonal	893.00	928.72	Cost Recovery
3 months	505.00	525.20	Cost Recovery
1 month	215.00	223.60	Cost Recovery
Daily	165.00	171.60	Cost Recovery
Replacement or amendment	38.00	39.52	Cost Recovery
<b>Small Traders 0-15</b>			
1-3 days #	340.00	353.60	Cost Recovery
4-6 days	497.00	516.88	Cost Recovery
7-9 days	652.00	678.08	Cost Recovery
10-12 days	807.00	839.28	Cost Recovery
13-15 days	962.00	1,000.48	Cost Recovery
16+ days	1,116.00	1,160.64	Cost Recovery
<b>Medium Traders 16-30</b>			
1-3 days	824.00	856.96	Cost Recovery
4-6 days	1,210.00	1,258.40	Cost Recovery
7-9 days	1,597.00	1,660.88	Cost Recovery
10-12 days	1,988.00	2,067.52	Cost Recovery
13-15 days	2,374.00	2,468.96	Cost Recovery
16+ days	2,685.00	2,792.40	Cost Recovery
<b>High Traders 31+</b>			
1-3 days	1,320.00	1,372.80	Cost Recovery
4-6 days	1,946.00	2,023.84	Cost Recovery
7-9 days	2,563.00	2,665.52	Cost Recovery
10-12 days	3,184.00	3,311.36	Cost Recovery
13-15 days	3,797.00	3,948.88	Cost Recovery
16+ days	4,427.00	4,604.08	Cost Recovery
Miscellaneous Other - Local Community Event #	137.00	142.48	Cost Recovery
Miscellaneous Special - Larger Community Event #	412.00	428.48	Cost Recovery
Torbay Council soley run event #	412.00	428.48	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.*

*Community Partnership Events applications can be co-ordinated using the same criteria, even if the events are run by different Community Partnerships.*

*One Street Trading Consent can then be issued for all those events applied for and they will be listed within the Consent.*

*# 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)*

*# Larger Community Street Trading Events (i.e. Carnivals, BMAD etc.) where the purpose is charitable, but where stall holders only pay a contribution for charitable purposes - (with agreement from Council)*

*# Council Event, run by the Events Team (as opposed to an event support by TBC)*

*Charitable Street Trading Events, where ALL money raised is for charitable purposes - Free (with agreement from Council)*

<b>Zoo Licensing</b>	£ Current 2023/24	£ Proposed 2024/25	Category
<a href="http://www.torbay.gov.uk/business/licensing/animals/zoo/">http://www.torbay.gov.uk/business/licensing/animals/zoo/</a>			
VAT Rate OS			
First ever licence	995.00	1034.80	Cost Recovery
Statutory six yearly inspection	400.00	416.00	Cost Recovery
Periodic three year inspection	500.00	520.00	Cost Recovery
Informal annual inspection	500.00	520.00	Cost Recovery
Transfer of Licence	260.00	270.40	Cost Recovery

<b>Dangerous Wild Animal Licences</b>	£ Current 2023/24	£ Proposed 2024/25	Category
<a href="http://www.torbay.gov.uk/business/licensing/animals/">http://www.torbay.gov.uk/business/licensing/animals/</a>			
VAT Rate OS			
Dangerous Wild Animals Act 1976**	575.00	598.00	Cost Recovery
<i>** Plus costs of vets fees as required</i>			

<b>All Animal Licences (except Zoo and DWA) (see Footnote)</b>	£ Current 2023/24	£ Proposed 2024/25	Category
<a href="http://www.torbay.gov.uk/business/licensing/animals/">http://www.torbay.gov.uk/business/licensing/animals/</a>			
VAT Rate OS			
Home Boarding **	424.00	440.96	Cost Recovery
Kennels inc Catteries **	495.00	514.80	Cost Recovery
Pet Shops	526.00	547.04	Cost Recovery
Dog Breeding **	526.00	547.04	Cost Recovery
Day Care **	466.00	484.64	Cost Recovery
Horses (Riding Establishments) **	642.00	667.68	Cost Recovery
Performing Animals **	466.00	484.64	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**

<b>Sex Entertainment Premises</b>	£ Current 2023/24	£ Proposed 2024/25	Category
<a href="http://www.torbay.gov.uk/business/licensing/sex-entertainment-venue/">http://www.torbay.gov.uk/business/licensing/sex-entertainment-venue/</a>			
VAT Rate OS			
Sex Shop Establishment: New Application (non refundable)	7,212.00	7,500.48	Cost Recovery
Sex Shop Establishment: Annual Licence Fee (non refundable)	4,208.00	4,376.32	Cost Recovery
Sex Shop Establishment: Transfer of Licence (non refundable)	4,208.00	4,376.32	Cost Recovery
Sexual Entertainment Venue: New Application (non refundable)	7,212.00	7,500.48	Cost Recovery
Sexual Entertainment Venue: Annual Licence Fee (non refundable)	4,208.00	4,376.32	Cost Recovery
Sexual Entertainment Venue: Transfer of Licence (non refundable)	4,208.00	4,376.32	Cost Recovery
Premises Variation	616.00	640.64	Cost Recovery

<b>Distribution of printed matter</b>	£ Current 2023/24	£ Proposed 2024/25	Category
<a href="http://www.torbay.gov.uk/business/licensing/street-and-trading/leaflets/">http://www.torbay.gov.uk/business/licensing/street-and-trading/leaflets/</a>			
VAT Rate OS			
Consent under CNEA to distribute free printed matter – one distributor	138.00	143.52	Cost Recovery
For each additional distributor up to a maximum of six	26.00	27.04	Cost Recovery

<b>Park Homes</b>	£ Current 2023/24	£ Proposed 2024/25	Category
<a href="http://www.torbay.gov.uk/business/licensing/caravan-and-park-home-sites/">http://www.torbay.gov.uk/business/licensing/caravan-and-park-home-sites/</a>			
VAT Rate OS			
Annual Licence Fee (Lower band)	160.00	166.40	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	428.48	Cost Recovery
Application to vary conditions on a Site Licence	412.00	428.48	Cost Recovery
To post site conditions on Council website	96.00	99.84	Cost Recovery
Compliance Notice – Cost of Notice*	96.00	99.84	Cost Recovery

\*The costs of enforcement will then be added to this figure

<b>Hackney Carriage</b>	£ Current 2023/24	£ Proposed 2024/25	Category
<a href="http://www.torbay.gov.uk/business/licensing/taxis/hackney-carriage/">http://www.torbay.gov.uk/business/licensing/taxis/hackney-carriage/</a>			
VAT Rate OS			
Vehicle Annual - New (Includes plate and bracket)	244.00	253.76	Cost Recovery
Vehicle Annual Renewal	149.00	154.96	Cost Recovery
Vehicle Annual Renewal [0g/km CO2 emission vehicles (electric)]	0.00	0.00	Cost Recovery
<i>[Withdrawn] Vehicle Seasonal Review</i>	<i>Withdrawn</i>	<i>Withdrawn</i>	<i>Withdrawn</i>
Horse drawn annual	100.00	104.00	Cost Recovery
Meter test	50.00	52.00	Cost Recovery
Driver (New)	358.00	372.32	Cost Recovery
Driver (Renewal)	257.00	267.28	Cost Recovery
Drivers badge (replacement)	30.00	31.20	Cost Recovery
Transfer (permanent or temporary)/change of vehicle	70.00	72.80	Cost Recovery
Transfer (permanent or temporary)/change of vehicle [0g/km CO2 emission vehicles (electric)]	0.00	0.00	Cost Recovery
Plate	70.00	72.80	Cost Recovery
Replacement bracket	25.00	26.00	Cost Recovery
Knowledge test	74.00	76.96	Cost Recovery
Knowledge re-test	37.00	38.48	Cost Recovery

# Vehicle inspection fee levied at cost following procurement process

<b>Private Hire Vehicles</b>	£ Current 2023/24	£ Proposed 2024/25	Category
<a href="http://www.torbay.gov.uk/business/licensing/taxis/private-hire/">http://www.torbay.gov.uk/business/licensing/taxis/private-hire/</a>			
VAT Rate OS			
Vehicle Annual New (Includes plate and bracket)	225.00	234.00	Cost Recovery
Vehicle Annual New (Includes plate and bracket) [0g/km CO2 emission vehicles (electric)]*	0.00	0.00	Cost Recovery
Vehicle Annual Renewal	130.00	135.20	Cost Recovery
Vehicle Annual Renewal [0g/km CO2 emission vehicles (electric)]	0.00	0.00	Cost Recovery
Driver (New)	358.00	372.32	Cost Recovery
Driver (Renewal)	257.00	267.28	Cost Recovery
Drivers badge (replacement)	30.00	31.20	Cost Recovery
Operator (per vehicle) - only in exceptional circumstances	67.00	69.68	Cost Recovery
Operator (per vehicle) 5 year licence NEW	110.00	114.40	Cost Recovery
Transfer (permanent or temporary)/change of vehicle	70.00	72.80	Cost Recovery
Transfer (permanent or temporary)/change of vehicle [0g/km CO2 emission vehicles (electric)]	0.00	0.00	Cost Recovery
Plate	70.00	72.80	Cost Recovery
Replacement bracket	25.00	26.00	Cost Recovery
Knowledge test	74.00	76.96	Cost Recovery
Knowledge re-test	37.00	38.48	Cost Recovery

\* Operators Licence still required at £105



Other Charges	£ Current 2023/24	£ Proposed 2024/25	Category
VAT Rate SR			
Handbook & replacements	27.00	28.08	Cost Recovery
Assistance/advice appointment	55.00	57.20	Traded
Gambling Fees	£ Current 2023/24	£ Proposed 2024/25	Category
<a href="http://www.torbay.gov.uk/business/licensing/gambling/gambling-premises-licence/">http://www.torbay.gov.uk/business/licensing/gambling/gambling-premises-licence/</a>			
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



<b>1<sup>st</sup> Annual Fee</b>			
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
<b>Application to transfer the premises licence</b>			
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
<b>Application for re-instatement of premises licence</b>			
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
<b>Application for a provisional statement</b>			
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
<b>Application for a premises licence for a premises which already has a provisional statement</b>			
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
<b>Application checking service for Licensing &amp; Gambling applications*</b>			
Premises Licence & Club Premises Certificate applications (Licensing Act 2003 & Gambling Act 2005)	55.00	57.20	Traded
Transfer and Vary DPS application (Licensing Act 2003 & Gambling Act 2005)	22.00	22.88	Traded
Personal Licence applications (Licensing Act 2003)	17.00	17.68	Traded
Permits (Gambling Act 2005)	17.00	17.68	Traded
Rate per hour for other application checks	75.00	78.00	Traded

<b>Advice and Support</b>	£ Current 2023/24	£ Proposed 2024/25	Category
VAT Rate SR			
<b>Licensing advice and support visits for Businesses*</b>			
Application licence advice (Up to 2 hours, including site visit & short report, identifying key issues)	150.00	156.00	Traded
<b>Food and Safety training, advice and support visits for Businesses*</b>			
VAT Rate OS			
New Business Health Check (Up to 2 hours, including site visit & short report, identifying key priorities)	135.00	140.40	Traded
FHRS Rescore visit	180.00	187.20	Traded
<b>Training</b>			
VAT Rate EX			
Training on pre arranged Food Hygiene training courses (Course will run if there are sufficient delegates),per delegate	70.00	72.80	Traded
On site training for companies for up to 12	495.00	514.80	Traded
H&S Courses 1/2 day	350.00	364.00	Traded
H&S Courses full day	690.00	717.60	Traded

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

<b>Pavement Cafe Permit (per annum) and A Boards</b> <a href="http://www.torbay.gov.uk/roads/highways-licenses/street-café/">http://www.torbay.gov.uk/roads/highways-licenses/street-café/</a>	£ Current 2023/24	£ Proposed 2024/25	Category
VAT Rate OS			
Band 1-up to 10sqm	335.00	348.40	Cost recovery
Band 2- 10 to 20sqm	493.00	512.72	Cost recovery
Band 3 - 20 to 30sqm	663.00	689.52	Cost recovery
Band 4 - over 30sqm	827.00	860.08	Cost recovery
In addition to Band above - Permit to include non amplified music	110.00	114.40	Cost recovery
Temporary Event for amplified music	82.00	85.28	Cost recovery
Appeal to Licensing Committee	230.00	239.20	Cost recovery
Variation	210.00	218.40	Cost recovery
A Board application	132.00	137.28	Cost recovery

<b>Environmental Protection Discretionary Fees</b> <a href="http://www.torbay.gov.uk/asb-environment-and-nuisance/">http://www.torbay.gov.uk/asb-environment-and-nuisance/</a>	£ Current 2023/24	£ Proposed 2024/25	Category
VAT Rate OS			
<b>Stray Dogs</b>			
Carriage of Stray Dogs	80.00	83.20	Cost Recovery
Carriage of Stray Dogs (Government Fine £25.00) plus dog warden transportation costs	112.00	116.48	Cost Recovery
Payment Plan Arrangement Fee	17.00	17.68	Cost Recovery

<b>Private Water Supply Charges</b>			
Risk Assessment	251.00	261.04	Cost recovery
Sampling Visit	106.00	110.24	Cost recovery
Investigation	132.00	137.28	Cost recovery
Granting Authorisation	132.00	137.28	Cost recovery
Missed Appointment	45.00	46.80	Cost recovery
<b>Scrap Metal Act</b>			
Site Licence Application Fee (3 years)	976.00	976.00	National
Collectors Licence Application Fee	499.00	499.00	National
Variation Cost	112.00	112.00	National
Renewal Fee – Site Licence	731.00	731.00	National
Renewal Fee - Collector	366.00	366.00	National

<b>Environmental Crime - Fixed Penalty Notice Charges</b>	<b>£ Current 2023/24</b>	<b>£ Proposed 2024/25</b>	<b>Category</b>
VAT Rate OS			
Littering	80.00	80.00	National
Dog Control Offences	80.00	80.00	National
PSPO (Dog off lead)	100.00	100.00	National
Graffiti	80.00	80.00	National
Fly-posting	80.00	80.00	National
Abandoning a Vehicle	200.00	200.00	National
Fly tipping	400.00	400.00	National
Failure to Produce a Waste Transfer Note	300.00	300.00	National
Domestic Waste Receptical Offences	60.00	60.00	National
Industrial and Commercial Waste Receptical Offences	110.00	110.00	National

<b>Private Sector Housing</b> <a href="http://www.torbay.gov.uk/housing/advice-for-landlords/hmo/">http://www.torbay.gov.uk/housing/advice-for-landlords/hmo/</a>	<b>£</b> <b>Current</b> <b>2023/24</b>	<b>£</b> <b>Proposed</b> <b>2024/25</b>	<b>Category</b>
VAT Rate OS			
HMO Licensing - New application	1,639.00	1,704.56	Cost Recovery
HMO Licensing - New application (enforced)	2,512.00	2,612.48	Levy
HMO Licensing - Renewal	1,362.00	1,416.48	Cost Recovery
HMO Licensing – Renewal (enforced)	1,689.00	1,756.56	Levy
Charges for Housing Act Notices plus reasonable costs incurred by the Council	Variable from 151.00 to 755.00	Variable from 151.00 to 755.00	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

<b>General Fees for all services</b>	<b>£</b> <b>Current</b> <b>2023/24</b>	<b>£</b> <b>Proposed</b> <b>2024/25</b>	<b>Category</b>
VAT Rate SR			
Personal Search/Solicitor Enquiries	90.00	93.60	Traded
Contaminated Land Searches (per hour)	105.00	109.20	Traded
Repayment of fee where error was the applicant's	36.00	37.44	Traded
Replacement licence certificates	42.00	43.68	Traded

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

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

<b>Disabled Facility Grant (Agreed via Housing Assistance Policy)</b>	<b>£</b> <b>Current</b> <b>2023/24</b>	<b>£</b> <b>Proposed</b> <b>2024/25</b>	<b>Category</b>
VAT Rate SR			
Project Management Fee	25%	25%	Traded

Temporary Accomodation VAT Rate	£ Current 2023/24 weekly rate	£ Proposed 2024/25 weekly rate	Category
<p><b>Council Tax</b> - Tenants are liable for full amounts, subject to valid housing and Council tax claim and amount of award given</p> <p><b>Licence Fee</b> - Tenants are liable for full amounts, subject to a valid housing and Council tax claim and amount of award given.</p> <p><i>*Note: Council Tax and weekly licence charges will vary depending on the size of the property and Council tax banding. Examples of these charges are shown below:</i></p> <ul style="list-style-type: none"> <li>- Council Tax charge for 1 bed home in Council Tax band A</li> <li>- Weekly Service charge for 1 bed home in Council Tax band A</li> </ul> <p><b>Utilities</b> - Depending on the nature of the accommodation provided, a contribution towards utilities will be charged or the licensee will be fully liable through the utility provider. <i>Note: Where the licensee has sole use of a property at an address, e.g. whole house or self contained flat, they will be liable for utilities through the utility provider.</i></p>	<p>0</p> <p>0</p> <p>0</p> <p>0</p>	<p>See notes</p> <p>See notes</p> <p>26</p> <p>103.56</p> <p>See notes</p>	

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## 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  <a href="http://www.torbay.gov.uk/leisure-sports-and-community/sports/sports-facilities/">http://www.torbay.gov.uk/leisure-sports-and-community/sports/sports-facilities/</a>  VAT Rate OS	£  Current 2023/24	£  Proposed Charge 2024/25	Category
<b>Soccer, Rugby, Hockey - Per Match</b>			
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
<b>Football League Clubs - Only League and Cup fixtures Season Fee x 12 games (2 hours) (including showers/changing and cutting/marketing)</b>			
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
<b>Netball Courts - Upton park, Lymmington Road</b>		0.00	
U18's per hour	14.00	14.50	Subsidised
seniors	20.00	20.80	Subsidised
<b>Training Sessions</b>			
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



<b>Outdoor Sport <i>Continued</i></b> <a href="http://www.torbay.gov.uk/leisure-sports-and-community/sports/sports-facilities/">http://www.torbay.gov.uk/leisure-sports-and-community/sports/sports-facilities/</a>	<b>£</b> <b>Current</b> <b>2023/24</b>	<b>£</b> <b>Proposed</b> <b>Charge</b> <b>2024/25</b>	<b>Category</b>
<b>VAT Rate OS</b>			
<b>Schools</b>			
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
<b>Cricket</b>			
Weekend fixtures (full day) including changing rooms	91.00	94.60	Subsidised
Weekend fixtures (full day) <b>excluding</b> changing rooms	65.00	67.60	Subsidised
Afternoon or evening matches: Excluding Saturday and Sunday	65.00	67.60	Subsidised
<b>Athletics Training Session</b>			
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
<b>Rounders</b>			
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

<b>Torre Abbey Mansion</b> <a href="https://www.torre-abbey.org.uk/plan-your-visit/">https://www.torre-abbey.org.uk/plan-your-visit/</a>	<b>£</b> <b>Current</b> <b>2023/24</b>	<b>£</b> <b>Proposed</b> <b>Charge</b> <b>2024/25</b>	<b>Category</b>
<b>VAT Rate SR</b>			
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

<b>Groups</b>		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
<b>House and Garden Workshop/Activities</b>			
<b>VAT Rate EX</b>			
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
<b>Lectures</b>			
<b>VAT Rate EX</b>			
Lecture off site (flat rate)	55.00	58.00	Traded

<b>Torre Abbey Mansion - Room Hire</b>	<b>£</b>	<b>£</b>	
VAT Rate EX (unless additional facilities/services provided)	<b>Current 2023/24</b>	<b>Proposed Charge 2024/25</b>	<b>Category</b>
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

<b>Room/Venue Hire - Ceremonies</b>	<b>£</b>	<b>£</b>	
<b>VAT Rate SR</b>	<b>Current 2023/24</b>	<b>Proposed Charge 2024/25</b>	<b>Category</b>
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

<b>Room Hire - Learning Lab</b>			
<b>VAT Rate EX (unless additional facilities/services provided)</b>			
Commercial Day Rate	250.00	260.00	Traded
Non-commercial day rate (This rate can also be applied to Undercroft & Ballroom - <b>Undercroft &amp; Ballroom hire - VAT Rate SR</b> )	130.00	135.00	Traded

## Data Protection Subject Access Requests - Fees and Charges

	£ Current 2023/24	£ Proposed 2024/25	Category
VAT Rate OS			
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](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](http://planningportal.co.uk))

(6 December 2023 Fees Link)

<b>All Outline Applications</b>	<b>£ Current 2023/24</b>	<b>£ Proposed 2024/25 (implemented 6/12/23)</b>	<b>Category</b>
<b>VAT Rate OS</b>			
Sites up to and including 2.5 hectares (per 0.1 hectare or part thereof)	£462.00	<b>N/A subdivided see below</b>	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
<b>Householder Applications</b>	<b>£ Current 2023/24</b>	<b>£ Proposed 2024/25 (implemented 6/12/23)</b>	<b>Category</b>
<b>VAT Rate OS</b>			
Alterations/extensions to a single dwelling, including works within boundary	£206.00	£258.00	National

<b>Full Applications (and First Submissions of Reserved Matters)</b>	<b>£ Current 2023/24</b>	<b>£ Proposed 2024/25 (implemented 6/12/23)</b>	<b>Category</b>
<b>VAT Rate OS</b>			
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	<b>N/A subdivided see below</b>	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
<b>Erection of buildings (not dwellings, agricultural, glasshouses, plant nor machinery):</b>			
No increase in gross floor space or no more than 40m <sup>2</sup> created by the development	£234.00	£293.00	National
Increase in gross floor space of more than 40m <sup>2</sup> but no more than 1,000 (formerly 75) m <sup>2</sup> created by the development	£462.00	£578.00	National
Increase in gross floor space of more than 1,000 (formerly 75) m <sup>2</sup> but no more than 3,750m <sup>2</sup> created by the development	£462 for each 75m <sup>2</sup> or part thereof	£624 for each 75 square metres (or part thereof)	National
Increase in gross floor space of more than 3,750m <sup>2</sup> created by the development	£22,859 + £138 for each additional 75m <sup>2</sup> in excess of 3750m <sup>2</sup> 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



<b>The erection of buildings (on land used for agriculture for agricultural purposes)</b>	<b>£ Current 2023/24</b>	<b>£ Proposed 2024/25 (implemented 6/12/23)</b>	<b>Category</b>
VAT Rate OS			
Not more than 465m <sup>2</sup> gross floor space to be created by the development	£96.00	£120.00	National
More than 465m <sup>2</sup> but not more than 540m <sup>2</sup> gross floor space to be created by the development	£462.00	<b>£578.00</b>	National
More than 540m <sup>2</sup> but not more than 1,000m <sup>2</sup> gross floor space to be created by the development	£462 for first 540m <sup>2</sup> + £462 for each 75m <sup>2</sup> in excess of 540m <sup>2</sup> (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 <sup>2</sup> but not more than 4,215m <sup>2</sup> gross floor space to be created by the development	£462 for first 540m <sup>2</sup> + £462 for each 75m <sup>2</sup> in excess of 540m <sup>2</sup> (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 <sup>2</sup> gross floor space to be created by the development	£22,859 + £138 for each 75m <sup>2</sup> in excess of 4,215m <sup>2</sup> (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

<b>Erection of glasshouses (on land used for the purposes of agriculture)</b>	<b>£ Current 2023/24</b>	<b>£ Proposed 2024/25 (implemented 6/12/23)</b>	<b>Category</b>
VAT Rate OS			
Not more than 465m <sup>2</sup> gross floor space to be created by the development	£96.00	£120.00	National
More than 465m <sup>2</sup> but not more than 1,000m <sup>2</sup>	£2,580.00	£3,225.00	National
More than 1,000m <sup>2</sup>	£2,580.00	£3,483.00	National

<b>Erection/alterations/replacement of plant and machinery</b>	<b>£ Current 2023/24</b>	<b>£ Proposed 2024/25 (implemented 6/12/23)</b>	<b>Category</b>
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

<b>Applications other than Building Works</b>	<b>£ Current 2023/24</b>	<b>£ Proposed 2024/25 (implemented 6/12/23)</b>	<b>Category</b>
VAT Rate OS			
Car parks, service roads or other accesses (For existing uses)	£234.00	£293.00	National
<b>Waste (Use of land for disposal of refuse or waste materials or deposit of material remaining after extraction or storage of minerals)</b>			
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

<b>Operations connected with exploratory drilling for oil or natural gas</b>			
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
<b>Operations (other than exploratory drilling) for the winning and working of oil or natural gas</b>			
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
<b>Other operations (winning and working of minerals) excluding oil and natural gas</b>			
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

<b>Other operations (not coming within any of the above categories)</b>	<b>£ Current 2023/24</b>	<b>£ Proposed 2024/25 (implemented 6/12/23)</b>	<b>Category</b>
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
<b>Change of Use of a building to use as one or more separate dwellinghouses, or other cases</b>			
Not more than 50 dwellinghouses (per dwellinghouse)	£462.00	<b>N/A subdivided see below</b>	National
Not more than 10 dwellinghouses (per dwellinghouse)	£462.00	<b>£578.00</b>	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

<b>Lawful Development Certificate</b>			
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

<b>Prior Approval</b>	<b>£ Current 2023/24</b>	<b>£ Proposed 2024/25 (implemented 6/12/23)</b>	<b>Category</b>
<b>VAT Rate OS</b>			
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	<b>N/A subdivided see below</b>	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

<b>Reserved Matters</b>	<b>£ Current 2023/24</b>	<b>£ Proposed 2024/25 (implemented 6/12/23)</b>	<b>Category</b>
<b>VAT Rate OS</b>			
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

<b>Approval/Variation/discharge of condition</b>	<b>£ Current 2023/24</b>	<b>£ Proposed 2024/25 (implemented 6/12/23)</b>	<b>Category</b>
<b>VAT Rate OS</b>			
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

<b>Advertising</b>	<b>£ Current 2023/24</b>	<b>£ Proposed 2024/25 (implemented 6/12/23)</b>	<b>Category</b>
<b>VAT Rate OS</b>			
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

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

<b>Application for Permission in Principle</b>	<b>£ Current 2023/24</b>	<b>£ Proposed 2024/25 (implemented 6/12/23)</b>	<b>Category</b>
<b>VAT Rate OS</b>			
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

<b>Copies of Agendas, Reports, Minutes, Constitution, Forward Plan</b>	<b>£ Current 2023/24</b>	<b>£ Proposed 2024/25</b>	<b>Category</b>
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

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

<b>Admission Appeals and Exclusion Reviews</b>	<b>£ Current 2023/24</b>	<b>£ Proposed 2024/25</b>	<b>Category</b>
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

<b>Helicopter Landings</b>	£	£	
<a href="http://www.torbay.gov.uk/roads/helicopters/">http://www.torbay.gov.uk/roads/helicopters/</a>	<b>Current 2023/24</b>	<b>Proposed Charge 2024/25</b>	<b>Category</b>
<b>VAT Rate SR</b>			
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

<b>Allotments (Annual Charge)</b>	£	£	
<a href="http://www.torbay.gov.uk/leisure-sports-and-community/parks/allotments/">http://www.torbay.gov.uk/leisure-sports-and-community/parks/allotments/</a>	<b>Current 2023/24</b>	<b>Proposed Charge 2024/25</b>	<b>Category</b>
<b>VAT Rate OS</b>			
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

<b>Vehicle crossings over footways and verges (Section 184)</b>	£ Current 2023/24	£ Proposed 2024/25	Category
<b>VAT Rate OS</b>			
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

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

<b>Road closure &amp; traffic restrictions (Section 14[1] &amp; [2])</b>	£ Current 2023/24	£ Proposed 2024/25	Category
<b>VAT Rate OS</b>			
<b>Anything done by traffic authority in connection with the making of an order</b>			
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

<b>Suspension of parking (Section 49 [4])</b>	£ Current 2023/24	£ Proposed 2024/25	Category
<b>VAT Rate OS</b>			
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

<b>Route signs (Section 65 [1])</b>	£ Current 2023/24	£ Proposed 2024/25	Category
<b>VAT Rate OS</b>			
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

<b>Street Naming &amp; Numbering</b>	£ Current 2023/24	£ Proposed 2024/25	Category
<b>VAT Rate OS</b>			
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

<b>Legislation reference Traffic Signs &amp; General Directions Regs 1994</b>	£ Current 2023/24	£ Proposed 2024/25	Category
<b>VAT Rate SR</b>			
Design consultancy	At cost	At cost	Cost Recovery
<b>VAT Rate OS</b>			
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
<b>Technical information</b> (Any documentation supplied by the authority to others)			
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

<b>Street Works Regulation Made Under NRSWA 1991</b>	£ Current 2023/24	£ Proposed 2024/25	Category
<b>VAT Rate OS</b>			
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

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

<b>Overhead structures (including tower cranes, banners etc.)</b>	£	£	
VAT Rate OS	Current 2023/24	Proposed 2024/25	Category
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

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

<b>Inspection fees for Agreements under Section 38 and Section 278 (Highways Act 1980)</b>	£	£	
VAT Rate OS	Current 2023/24	Proposed 2024/25	Category
<b>Section 38 Agreement Fees</b>			
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
<b>Section 278 Agreement Fees</b>			
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
<b>Agreements which Include Public Realm or Town Centre Improvement Works</b>			
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: <a href="https://www.torbay.gov.uk/recyclingcentre">https://www.torbay.gov.uk/recyclingcentre</a>				
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	£50.00	Traded
Household Garden Waste Collection (CTSS discount)	Per Bin	£40.00	£40.00	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
<b>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):</b>			
<b>VAT Rate OS</b>			
In respect of one parcel of land <b>(a)</b>	29.46	30.65	National
In respect of each additional parcel of land (subject to agreement) <b>(c)</b>	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
<b>Replies to all Required Enquiries of Local Authorities (Form Con 29R):</b>			
<b>VAT Rate SR</b>			
In respect of one parcel of land <b>(b)</b>	87.01	90.50	National
In respect of each additional parcel of land (subject to agreement) <b>(d)</b>	16.32	17.00	National
Total cost of providing 'Standard' (LLC1 and CON29) Search on one parcel of land. <b>(a+b)</b>	116.47	121.15	National
Total cost of providing 'Standard' (LLC1 and CON29) Search on each additional parcel of Land. <b>(c+d)</b>	21.98	22.90	National
Ask a question of your own	20.39	21.20	National



<b>Replies to individual enquiries on Form Con 29R:</b>	<b>£ Current 2023/24</b>	<b>£ Proposed Charge 2024/25</b>	<b>Category</b>
<b>VAT Rate SR</b>			
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 29O) – 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
<b>VAT Rate SR</b>			
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 <sup>2</sup> 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 Panel 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					
<b>Attending at Approved Premises in the Torbay District</b>					
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
<b>Cockington Court in the Ceremony Room(up to 10 guests)</b>					
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
<b>Cockington Court in the Ceremony Room(up to 25 guests)</b>					
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
<b>Cockington Court in the Ceremony Room(up to 55 guests)</b>					
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

<b>Torbay Register Office, Paignton Library (Max 2 guests-statutory fee)</b>	£ 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
<b>Combination Ceremony (Statutory Ceremony + Celebration Ceremony)</b>					
Monday - Sunday up to 6pm	660.00	700.00	730.00	760.00	Traded
<b>Giving Notice (statutory fees)</b>					
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

<b>Premises License</b>					
Pre inspection meeting to discuss the process (deductable 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

<b>Renewal of vows/celebration/naming ceremonies at Cockington Ceremony Room Note: fees listed excl VAT</b>	£ Current 2023/24	£ Proposed 2024/25	£ Proposed 2025/26	Proposed 2026/27	Category
VAT Rate SR					
<b>Up to 10 guests</b>					
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	200.0	210.00	220.00	230.00	Traded
<b>Renewal of vows/celebration/naming ceremonies at Cockington Ceremony Room Note: fees listed excl VAT</b>					
VAT Rate SR					

<b>Up to 25 guests</b>					
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
<b>Renewal of vows/celebration/naming ceremonies at Cockington Ceremony Room Note: fees listed excl VAT</b>					
VAT Rate SR					
<b>Up to 55 guests</b>					
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
<b>Renewal of Vows/Celebration/Naming Ceremony at Approved Premises</b>					
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 discusion-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
<b>Citizenship</b>					
VAT Rate OS					
Private Citizenship Ceremony per person	160.00	170.00	170.00	170.00	Traded

## Resort Services Fees and Charges

<b>Chalets/Cabins</b>	<b>£</b>	<b>£</b>	
VAT Rate SR	<b>Current 2023/24</b>	<b>Proposed 2024/25</b>	<b>Category</b>
<b>Annual</b>			
Meadfoot – Annual 1st Floor	2,081.25	2,165.00	Traded
Meadfoot – Annual 1st Floor : Sun Terrace	3,185.60	3,313.00	Traded
Meadfoot – Annual Ground	1,770.45	1,841.00	Traded
Broadsands - Annual Charge 1-25 Sea facing	2,031.30	2,113.00	Traded
Broadsands - Annual Charge 26 - 50 Green facing	1,991.34	2,071.00	Traded
Oddicombe - Annual Charge	2,053.50	2,136.00	Traded
<b>Per Week</b>			
Meadfoot - Per week - April to June and September	137.50	143.00	Traded
Meadfoot- Per week - July and August	160.60	167.00	Traded
Broadsands if available - Per week - April to June and September	137.50	143.00	Traded
Broadsands if available- Per week - July and August	160.60	167.00	Traded
Goodrington - Per week - April to June and September	104.34	109.00	Traded
Goodrington - Per week - July and August	121.00	126.00	Traded
Preston - Per week - April to June and September	104.34	109.00	Traded
Preston - Per week - July and August	121.00	126.00	Traded
<b>Less than a week</b>			
Goodrington - Per day - April to June and September	36.16	38.00	Traded
Goodrington - Per day - July and August	41.07	43.00	Traded

<b>Beach Hut</b>	<b>£</b>	<b>£</b>	
VAT Rate SR	<b>Proposed 2023/24</b>	<b>Proposed 2024/25</b>	<b>Category</b>
<b>Annual</b>			
Site Only - Broadsands	649.35	675.00	Traded
Site Only - Breakwater	599.40	623.00	Traded

<b>Site Only – Summer Season</b>	<b>£</b>	<b>£</b>	
VAT Rate SR	<b>Proposed 2023/24</b>	<b>Proposed 2024/25</b>	<b>Category</b>
Corbyn Head	484.00	503.00	Traded
Broadsands, Goodrington North, Youngs Park, Oddicombe and Roundham	360.75	375.00	Traded
Preston & Preston Marine Parade & Goodrington South	382.95	398.00	Traded
Corbyn self-maintained	116.55	121.00	Traded



<b>Council Beach Huts Winter Season</b>	<b>£ Proposed 2023/24</b>	<b>£ Proposed 2024/25</b>	<b>Category</b>
VAT Rate SR			
<b>Beach Huts – Winter Storage</b>			
Stored off site	242.00	252.00	Traded
Store on site	236.50	246.00	Traded
<b>Miscellaneous Charges</b>	<b>£ Proposed 2023/24</b>	<b>£ Proposed 2024/25</b>	<b>Category</b>
VAT Rate SR			
Beach Hut transfer charge	115.50	120.00	Traded
Beach Hut scrappage charge	143.00	149.00	Traded
Beach Hut List Charge	25.00	26.00	Traded
Administration charge (on cancellation of facilities and other instances at the discretion of Tor Bay Harbour Master)	55.00	57.00	Traded

<b>Beach Furniture</b>	<b>£ Proposed 2023/24</b>	<b>£ Proposed 2024/25</b>	<b>Category</b>
VAT Rate SR			
Deckchair per week	16.00	16.00	Traded
Deckchair per day	4.00	4.00	Traded
Directors chair per week	22.00	22.00	Traded
Directors chair per day	6.00	6.00	Traded
Sunlounger per week	22.00	22.00	Traded
Sunlounger per day	6.00	6.00	Traded
Parasol per day	4.00	4.00	Traded
Windbreak per day	4.00	4.00	Traded
<b>Event Deckchair Hire</b>			
Deckchair per day	4.00	4.00	Traded
Delivery/Collection – prices on application but minimum charge	80.30	84.00	Traded
<b>Event</b>			
Filming charges upon application to Torbay Council			

## Assembly Hall Fees and Charges

Room Hire		£ Current 2023/24	£ Proposed 2024/25	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 2023/24	£ Proposed 2024/25	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			
<b>Torbay Local Plan</b>			
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
<b>Type of Document</b>			
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
<b>Type of Document</b>			
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
<b>VAT Rate SR</b>			
Admin Fee for charity, fundraising and information stands - <b>price is per day</b>	50.00	52.00	Cost Recovery
Small Displays with a table and chairs/leaflets/information/gazebo/display stands - <b>price is per day</b>	80.00	85.00	Traded
Commercial companies with a discount for block bookings - <b>price is per day</b> 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
<b>VAT Rate SR</b>			
<b>Banner sites</b> <b>Victoria Park, Paignton (fences along Torquay Road)</b> <b>Kings Gardens Torquay only</b> 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
<b>Banner sites</b> <b>Victoria Park, Paignton (fences along Torquay Road)</b> <b>Kings Gardens Torquay only</b> Banner removal fee	40.00	42.00	Traded
<b>VAT Rate SR</b>			
<b>Event Notices -</b> Removal fee if not taken down from site.	50.00	52.00	Levy
<b>Events Booking System Admin Fees</b> 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
<b>Poster sites</b> 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

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- 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

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- 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

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- 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

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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 1 year 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

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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

<b>Report clearance:</b>	<b>This Policy has been reviewed and approved by:</b>	<b>Date:</b>
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
	<b>9,688</b>	<b>11,000</b>	<b>10,400</b>	<b>9,900</b>	<b>9,500</b>
<b>Earmarked Reserves</b>					
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
<b>Total (Earmarked Reserves)</b>	<b>57,983</b>	<b>47,125</b>	<b>34,350</b>	<b>30,200</b>	<b>26,850</b>
<b>Total (all Reserves held)</b>	<b>67,671</b>	<b>58,125</b>	<b>44,750</b>	<b>40,100</b>	<b>36,350</b>



**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><b>Children Social Care Placements</b>            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).             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><b>Medium</b>  <b>£500k to £1m</b></p>
<p><b>Home to School Transport</b>            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><b>Low</b>  <b>£50k to £500k</b></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><b><u>Integrated (Adult) Social Care Contract</u></b>            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><b>High £1m+</b></p>
<p><b><u>Focus on prevention and relief of homelessness</u></b>            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"> <li>- Homelessness preventative work;</li> <li>- Housing Management subsidy arrangements;</li> <li>- Grant funding from Homes England;</li> <li>- Implementation of a Temporary Accommodation charging procedure.</li> </ul>	<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><b>Medium £500k to £1m</b></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><b>SWISCO Contract Fee</b>            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>	<p>Further efficiencies enabling the management fee payable to SWISCO to be reduced (whilst maintaining and improving service quality)</p>	<p>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.</p>	<p>There would be no differential environmental impact although technology (such as route mapping) has a positive impact on travel incurred.</p>	<p>There would be no differential economic impact.</p>	<p>There would be no differential equality impact.</p>	<p><b>Low</b>  <b>£50k to £500k</b></p>
<p><b>Optimisation of Council Assets</b>            Review and revision of the strategy and criteria for holding / investing / disposing of high value assets.</p>	<p>Optimisation of the Council’s asset base.             Potential for freeing up funding to facilitate Council borrowing for Torbay regeneration and local capital investment.</p>	<p>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).</p>	<p>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.</p>	<p>Potential greater positive economic impact for Torbay if funding from existing assets is prioritised into local capital investment.</p>	<p>There would be no differential equality impact.</p>	<p><b>Medium</b>  <b>£500k to £1m</b></p>
<p><b>Events</b>            Consider options for a more financially sustainable (commercial) model for Council delivery of major events held across Torbay.</p>	<p>Reduce reliance on one-off reserve funding.             Provide greater certainty and assurance to event organisers and promoters.</p>	<p>Risk that there might not be a commercial model available to mitigate Council subsidy.</p>	<p>Any alternative options will consider relevant environmental impacts.</p>	<p>Maintaining a healthy and comprehensive events programme has a significant positive impact on the local economy.</p>	<p>Equality Impact Assessments will be undertaken if any alternative arrangements are considered by the Council.</p>	<p><b>Low</b>  <b>£50k to £500k</b></p>

**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><b>Legal Services</b>            Undertake a review of current staffing resource within Legal Services to include:</p> <ul style="list-style-type: none"> <li>- Review current demand and usage of Legal Services and the internal commissioning arrangements across services;</li> <li>- Consider alternative delivery arrangements including shared services and / or shared commissioning of external legal support;</li> <li>- Review current market supplements to understand if further increases would improve recruitment and reduce costs.</li> </ul>	<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><b>Low</b>  <b>£50k to</b>  <b>£500k</b></p>
<p><b>Streaming of Council Meetings</b>            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><b>Low</b>  <b>£50k to</b>  <b>£500k</b></p>

## Budget 2024/25 Equality Impact Assessment

### Overview

This Equality Impact Assessment (EIA) assesses the proposed council budget for 2024/25 which is being considered by Council. 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.

### Budget consultation

Cabinet published its draft budget proposals in January 2024 for consultation. During the consultation period, feedback was gathered through an online questionnaire and an engagement event held at St Marychurch as from Torbay Council's social media channels. To ensure that those who participate in our engagement activities are representative of the local community was asked for demographic information from respondents to help us identify any patterns in our engagement activities. Where appropriate, data for each protected characteristic has also been included from the budget consultation.

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"> <li>18 per cent of Torbay residents are under 18 years old.</li> </ul>	<b>Revenue saving plans</b> Due to their overrepresentation as service users, older people could be	<b>Revenue saving plans</b> Services will continue to take a case-by-case approach and person/ child centred approach in	Director of Adult and Community Services and

	<ul style="list-style-type: none"> <li>• 55 per cent of Torbay residents are aged between 18 to 64 years old.</li> <li>• 27 per cent of Torbay residents are aged 65 and older.</li> </ul> <p>This age profile can lead to significantly higher demand for health and care services tailored towards an older population.</p> <p><b>Council Tax Support Scheme caseload data</b> Pension age households represent just over 44.7% of the current Council Tax Support caseload.</p> <p><b>Budget consultation</b> 37.36% of those who responded to the budget consultation were aged 65 or over.</p>	<p>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 disproportionately impacted by revenue saving plans in Children’s Services especially around home to school transport budget decisions.</p> <p><b>Council Tax and fees and charges</b> 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>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><b>Council Tax and fees and charges</b> 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 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.</p>
<p><b>Care experienced individuals</b></p>	<p>Torbay has a higher proportion of young people with care experience when compared to the rest of the Southwest and England.</p>	<p><b>Revenue saving plans</b> Due to their overrepresentation as service user children and younger people could be disproportionately impacted by revenue saving plans in Children’s Services especially</p>	<p><b>Revenue saving plans</b> 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</p>	<p>Director of Children’s Services to assess the impact of budget</p>

		around home to school transport budget decisions.	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.	savings within their departments
<b>Carers</b>	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. Although, it is generally accepted that the 2021 Census under-identified carers. Torbay has a much higher than average number of carers providing over 20 hours of care. Torbay is the 6th highest in England for carers undertaking 50+ hours of care. Unpaid carers require support to help deliver this care and to look after their own health and wellbeing. Extensive and ongoing engagement has taken place with local carers. In addition, the National Carers' Survey shows that carers' quality of life is	<p><b>Revenue saving plans</b> 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><b>Council Tax and fees and charges</b> Carers may be disproportionately impacted by increases to Council Tax and fees and charges due to the increased likelihood of them experiencing poverty.</p>	<p><b>Revenue saving plans</b> 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><b>Council Tax and fees and charges</b></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</p>



	deteriorating year on year which is mirrored in Torbay.		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.	Tax Support Scheme and to ensure that equality is considered.
<b>Disability</b>	<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><b>Council Tax Support Scheme caseload data</b> Around 2% of all working age households receive a Disability or Severe Disability Premium.</p> <p><b>Budget consultation</b> Of those who responded to the budget consultation, 15.38% said that they had a disability. 84.62%</p>	<p><b>Revenue saving plans</b> 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><b>Council Tax and fees and charges</b> People with disabilities may be disproportionately impacted by increases to Council Tax and fees and charges due to the increased likelihood of them experiencing poverty.</p> <p><b>Venue and streaming of council meetings</b> 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><b>Revenue saving plans</b> 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><b>Council Tax and fees and charges</b> A Council Tax Support Scheme is in place which limited the amount</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</p>

	of respondents said that they did not have a disability.		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.  <b>Venue and streaming of council meetings</b> 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.	to ensure that equality is considered.  Corporate Services to ensure that Council meetings remain accessible.
<b>Gender Reassignment</b>	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.	<b>Revenue saving plans</b> 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. Due to the limited data collected locally, it is not possible to fully understand the possible impacts on this group of service users.	<b>Revenue saving plans</b> 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	Director of Adult and Community Services and Director of Children's Services to assess the impact of budget savings

			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.	within their departments.
<b>Marriage and civil partnership</b>	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.	There are no expected adverse impacts anticipated.	Not applicable.	Not applicable.
<b>Pregnancy and maternity</b>	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 live births since the middle of the last decade across all geographical areas.	<b>Venue and streaming of council meetings</b> 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.	<b>Venue and streaming of council meetings</b> 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.	Corporate Services to ensure that Council meetings remain accessible.
<b>Race</b>	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	<b>Revenue saving plans</b> 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.	<b>Revenue saving plans</b> 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	Director of Adult and Community Services and Director of Children's Services to

	<p>Torbay classified as being amongst the 20% most deprived areas in England.</p> <p><b>Budget consultation</b> 97.14% of those who responded to the budget consultation described their ethnic background as White, 0.57% as Asian or Asian British, 1.14% as Black or Black British and 1.14% as being mixed or of multiple ethnic groups.</p>	<p><b>Council Tax and fees and charges</b> 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>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><b>Council Tax and fees and charges</b> 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>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>
<b>Religion or belief</b>	<p>64.8% of Torbay residents who stated that they have a religion in the 2021 census.</p>	<p><b>Revenue Savings Plans</b> 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><b>Revenue saving plans</b> 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</p>	<p>Director of Adult and Community Services and Director of Children's Services to assess the impact of budget savings</p>

			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.	within their departments.
<b>Sex</b>	<p>51.3% of Torbay's population are female and 48.7% are male</p> <p><b>Council Tax Support Scheme caseload data</b> 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 all working age households. 1,703 or 92.4% of lone parent households are women.</p> <p><b>Budget consultation</b> 50.55% of those who responded to the budget consultation were male and 43.96% were female. 5.49 per cent of respondents preferred not to provide this information.</p>	<p><b>Council Tax and fees and charges</b> 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><b>Council Tax and fees and charges</b> 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>

<p><b>Sexual orientation</b></p>	<p>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.</p>	<p><b>Revenue saving plans</b></p> <p>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.</p>	<p><b>Revenue saving plans</b></p> <p>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>
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# Capital Strategy 2024/2025

January 2024

DRAFT FOR CONSULTATION

## Budget 2024-2025

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# 1. Introduction

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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

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### 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/](http://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 Council 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

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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

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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

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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

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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
<b>Proportion of net revenue</b>	<b>14.8%</b>	<b>14.5%</b>	<b>13.0%</b>	<b>12.6%</b>	<b>12.2%</b>
<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

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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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# 1 Introduction

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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

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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
<b>TOTAL</b>	<b>33</b>	<b>61</b>	<b>23</b>	<b>11</b>	<b>5</b>

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
<b>Proportion of net revenue stream</b>	<b>14.8%</b>	<b>14.5%</b>	<b>13.0%</b>	<b>12.6%</b>	<b>12.2%</b>
<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
<b>Capital Financing Requirement</b>	<b>428</b>	<b>449</b>	<b>444</b>	<b>439</b>	<b>430</b>
Less: Other debt liabilities *	(15)	(14)	(13)	(12)	(11)
<b>Loans CFR</b>	<b>413</b>	<b>435</b>	<b>431</b>	<b>427</b>	<b>419</b>
Less: External borrowing	(385)	(359)	(355)	(349)	(347)
<b>Internal borrowing</b>	<b>28</b>	<b>76</b>	<b>76</b>	<b>78</b>	<b>72</b>
Less: Usable reserves	(96)	(86)	(76)	(76)	(75)
Less: Working capital and other cash backed balance sheet items	(23)	(46)	(46)	(45)	(47)
<b>Treasury investments</b>	<b>(91)</b>	<b>(56)</b>	<b>(46)</b>	<b>(43)</b>	<b>(50)</b>

\* 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.

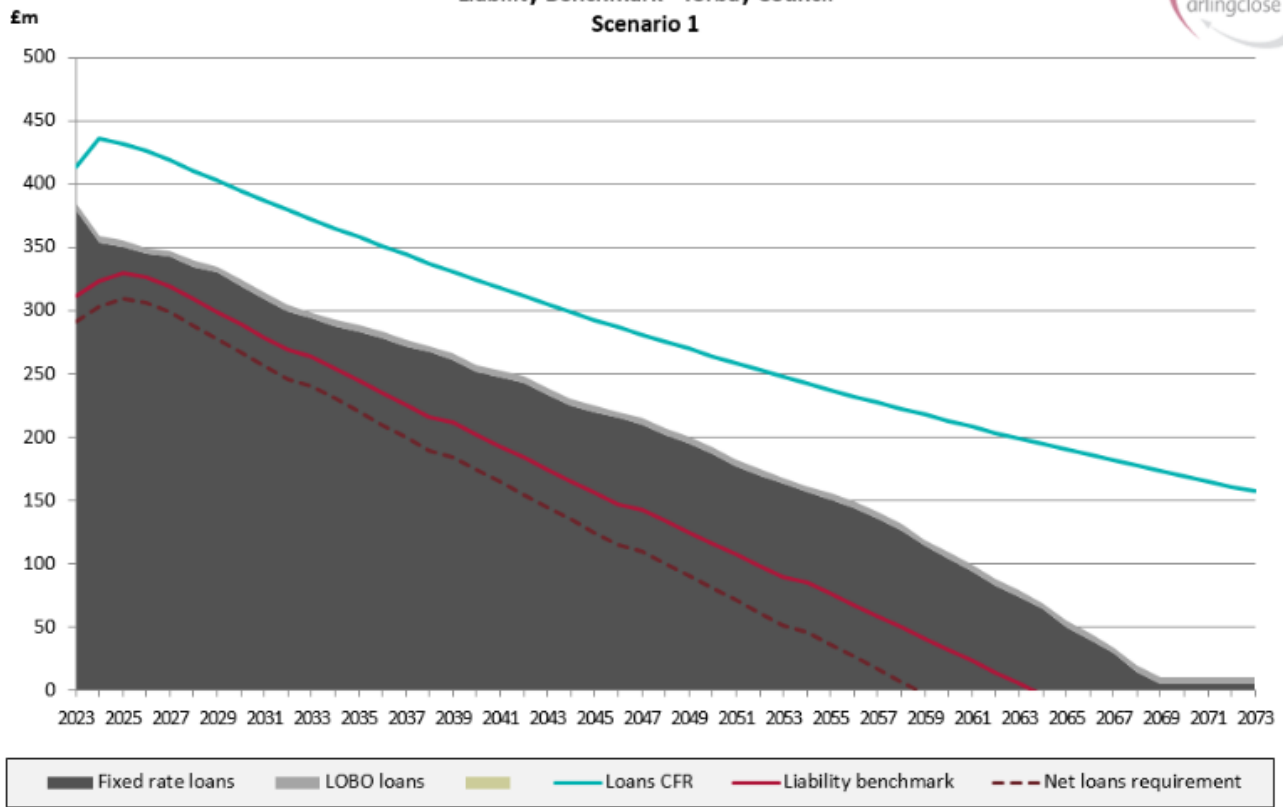
However, consideration will be given regarding the use of cash balances, at a point in time, to fund a long-term borrowing requirement as this could result in risks around higher debt costs when borrowing is required.

*Table 7: Prudential Indicator - Liability benchmark*

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

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
<b>Official Bank Rate</b>													
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
<b>Central Case</b>	<b>5.25</b>	<b>5.25</b>	<b>5.25</b>	<b>5.25</b>	<b>5.00</b>	<b>4.75</b>	<b>4.25</b>	<b>4.00</b>	<b>3.75</b>	<b>3.50</b>	<b>3.25</b>	<b>3.00</b>	<b>3.00</b>
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
<b>3-month money market rate</b>													
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
<b>Central Case</b>	<b>5.40</b>	<b>5.40</b>	<b>5.40</b>	<b>5.30</b>	<b>5.15</b>	<b>4.80</b>	<b>4.30</b>	<b>4.10</b>	<b>3.80</b>	<b>3.50</b>	<b>3.25</b>	<b>3.05</b>	<b>3.05</b>
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
<b>5yr gilt yield</b>													
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
<b>Central Case</b>	<b>4.28</b>	<b>4.35</b>	<b>4.30</b>	<b>4.25</b>	<b>4.10</b>	<b>4.00</b>	<b>3.75</b>	<b>3.50</b>	<b>3.40</b>	<b>3.30</b>	<b>3.30</b>	<b>3.30</b>	<b>3.35</b>
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
<b>10yr gilt yield</b>													
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
<b>Central Case</b>	<b>4.32</b>	<b>4.40</b>	<b>4.35</b>	<b>4.30</b>	<b>4.25</b>	<b>4.15</b>	<b>4.00</b>	<b>3.80</b>	<b>3.75</b>	<b>3.65</b>	<b>3.60</b>	<b>3.65</b>	<b>3.70</b>
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
<b>20yr gilt yield</b>													
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
<b>Central Case</b>	<b>4.78</b>	<b>4.70</b>	<b>4.65</b>	<b>4.55</b>	<b>4.45</b>	<b>4.35</b>	<b>4.25</b>	<b>4.25</b>	<b>4.25</b>	<b>4.25</b>	<b>4.25</b>	<b>4.25</b>	<b>4.25</b>
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
<b>50yr gilt yield</b>													
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
<b>Central Case</b>	<b>4.38</b>	<b>4.30</b>	<b>4.25</b>	<b>4.20</b>	<b>4.15</b>	<b>4.15</b>	<b>4.10</b>	<b>4.10</b>	<b>4.10</b>	<b>4.10</b>	<b>4.10</b>	<b>4.10</b>	<b>4.10</b>
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

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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

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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:

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

## 8 Treasury Management Consultants

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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

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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 6<sup>th</sup> 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

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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.

<b>Asset Type</b>	<b>Range of Asset Life</b>
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

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(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 31<sup>st</sup> 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*

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

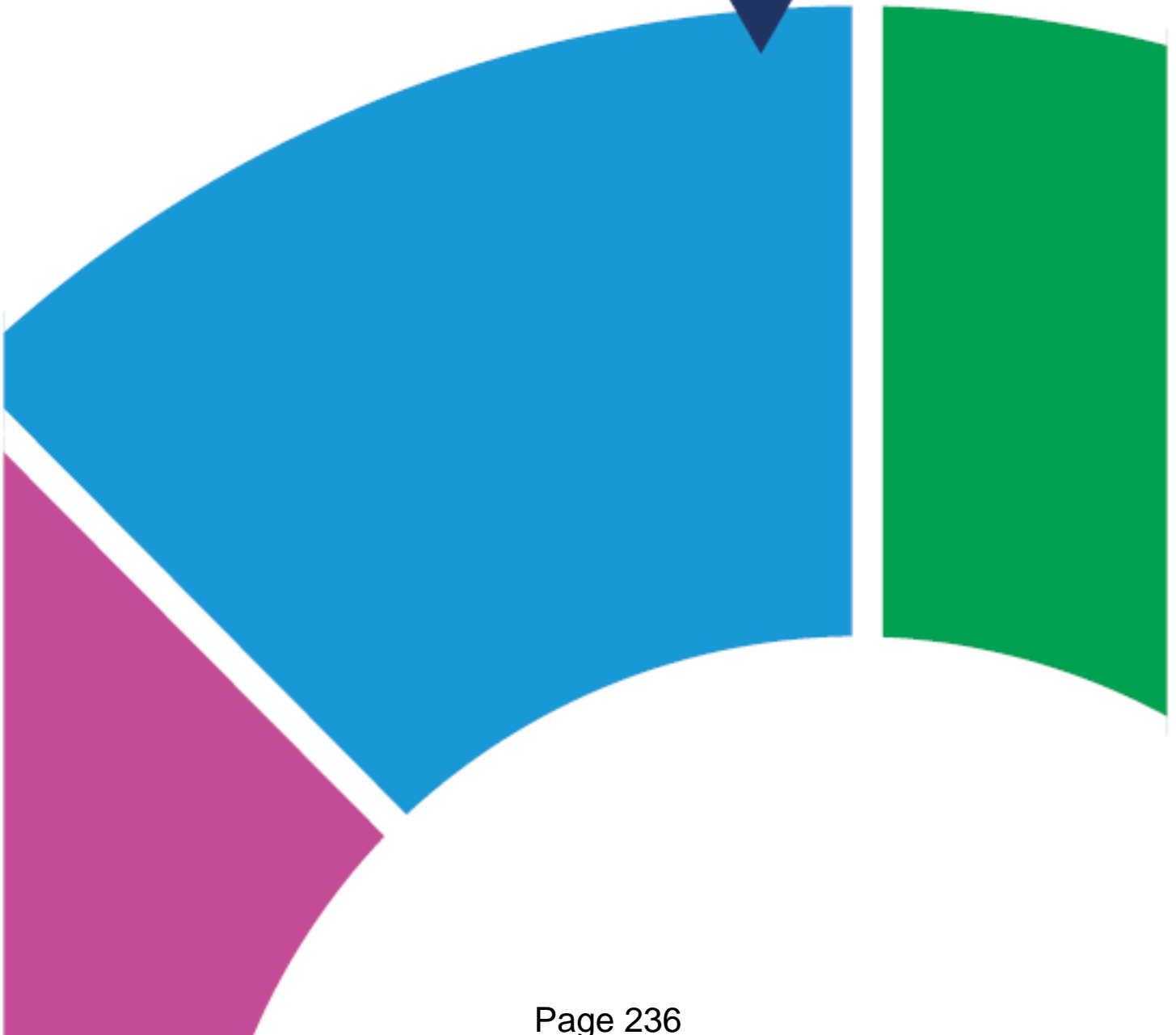
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# Capital Investment Plan

January 2024

## Budget 2024-2025



# Capital Investment Plan - Introduction

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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 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	Residual expected spend for 23/24	Planned expenditure 24/25 £000	Future planned expenditure £000
<b>Crossways, Paignton</b>  (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"> <li>Demolition of the Shopping Centre to be completed by February 2024;</li> <li>Original Planning approval granted for extra care scheme;</li> <li>Revised feasibility / options report produced – passed to the Council's Strategic Development partner</li> </ul>	<ul style="list-style-type: none"> <li>Development partner appointed - Dec 2023;</li> <li>Option appraisal of financially viable options to be produced – May 2024</li> <li>Planning to commence Summer 2024;</li> <li>Commence on-site for preferred scheme – early 2025</li> </ul>	3,343	121 Expected final demolition contract payments	250 Residual demolition activities and feasibility costs	TBC following Final Business Case (Expected May 24)
<b>Torre Marine (Extra Care Housing)</b>  (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"> <li>Planning approved November 2022</li> <li>Procurement complete and preferred contractor identified</li> </ul>	<ul style="list-style-type: none"> <li>Full Business Case to be approved April 24</li> <li>Preferred contractor appointed.</li> <li>Construction start on site Autumn 2024</li> </ul>	1,415	660 TDA feasibility fees and procurement costs	20 Residual feasibility works to facilitate any business case changes	TBC following Final Business Case (Expected April 24)
<b>Edginswell Train Station</b>  (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"> <li>Funding agreement with Network Rail to support and complete the design phase</li> <li>Detailed design nearing completion</li> </ul>	<ul style="list-style-type: none"> <li>Seek support from DfT and other sourced for delivery phase of the scheme;</li> <li>Develop a relevant funding strategy, clearly identifying funding sources for delivery / construction.</li> </ul>	1,791	1119 Continue with the design works, planning & ecology works	0	TBA following confirmation of additional funding & Business Case (Expected April 24)

Title and lead officer	Project description	Expected outcome	Planned completion date	Progress to date	Key delivery milestones 24/25	Total expenditure to date £000	Residual expected spend for 23/24	Planned expenditure 24/25 £000	Future planned expenditure £000
<b>Torquay Town Deal – Union Square</b>  (Divisional Director – Economy, Environment and Infrastructure)	Phase 1 of the redevelopment of Union Square Shopping Centre, Torquay.	The economy of Torbay grows.	October 2027	<ul style="list-style-type: none"> <li>• Purchase of main site and surrounding land assembly units</li> <li>• Appointment of a delivery partner for the feasibility and development phase</li> <li>• Feasibility studies and scoping of preferred option nearing completion</li> </ul>	<ul style="list-style-type: none"> <li>• Preferred option to be presented by delivery partner for approval via Strategic Outline Business Case</li> <li>• Planning application to be submitted Spring 2024</li> <li>• Construction start expected late 2024 / early 2025</li> </ul>	4,276	527 Complete land assembly and progress feasibility	312 Feasibility and planning	Awaiting Strategic Outline Business Case from Development Partner before allocating any additional funding (Expected April 24)
<b>12-14 The Strand , Torquay (former Debenhams)</b>  (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"> <li>• Planning Committee recommended approval Nov 22</li> <li>• Pre-demolition activities including asbestos removal complete</li> <li>• Demolition contractor identified</li> </ul>	<ul style="list-style-type: none"> <li>• Demolition due to commence March 2024</li> <li>• Delivery partner to be formally appointed to aid with feasibility</li> </ul>	211	0 Awaiting development partner brief before allocating additional funds	20 Development partner feasibility fees	Awaiting Strategic Outline Business Case from Development Partner before allocating any additional funding (Expected May 24)
<b>Torquay Town Deal – Pavilion</b>  (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"> <li>• Initial intrusive surveys and condition reports complete</li> <li>• Negotiations with tenant progressed and nearing final agreements for surrender of lease.</li> </ul>	<ul style="list-style-type: none"> <li>• Project requires full scoping to gauge feasibility.</li> <li>• Following initial feasibility reports being approved, further opening up works will commence.</li> </ul>	106	374 Progress intrusive surveys and opening up works package	77 Feasibility and business case development	Awaiting initial feasibility report prior to releasing any further funding (Expected May 24)

Title and lead officer	Project description	Expected outcome	Planned completion date	Progress to date	Key delivery milestones 24/25	Total expenditure to date £000	Residual expected spend for 23/24	Planned expenditure 24/25 £000	Future planned expenditure £000
<b>Torquay Town Deal – Core Area Public Realm</b>  (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"> <li>• Consultation undertaken and completed</li> <li>• Detailed design complete</li> <li>• Procurement for preferred contractor underway</li> </ul>	<ul style="list-style-type: none"> <li>• Procurement to be completed and contractor identified</li> <li>• Full Business Case to be completed May 2024</li> <li>• Start on site estimated to be June 2024</li> </ul>	100	20 Procurement activities	20 Final design as part of procurement and revalidation of business case	TBC following Final Business Case (Expected May 24)
<b>Paignton Future High Streets Fund</b>  (Divisional Director – Economy, Environment and Infrastructure)	Improvements to the Public Realm in Torbay Road, Paignton	The economy of Torbay grows.	February 2025	<ul style="list-style-type: none"> <li>• Trial of full pedestrianisation scheme including consultation and engagement</li> </ul>	<ul style="list-style-type: none"> <li>• Conclusion of the consultation on the pedestrianisation trial</li> <li>• Outline Business Case April 2024</li> <li>• Procurement April – June 2024</li> <li>• Start on site – August 2024</li> </ul>	81	96 Re-design of scheme following public consultation	33 Business case development and design refinement	TBC following Outline Business Case (Expected April 24)
<b>Paignton Future High Streets Fund – Station Square</b>  (Divisional Director – Economy, Environment and Infrastructure)	Redevelopment of Station Square, Paignton	The economy of Torbay grows.	February 2025	<ul style="list-style-type: none"> <li>• Stage 4 Design and Cost Plan complete (information package for tendering a contractor)</li> <li>• Procurement of contractor progressed</li> </ul>	<ul style="list-style-type: none"> <li>• Contractor Identified March 2024</li> <li>• Full Business Case April 2024</li> <li>• Start on site May 2024</li> </ul>	305	108 Procurement activities and contractor design phase	42 Business case development and design refinement	TBC following Final Business Case (Expected April 24)

Title and lead officer	Project description	Expected outcome	Planned completion date	Progress to date	Key delivery milestones 24/25	Total expenditure to date £000	Residual expected spend for 23/24	Planned expenditure 24/25 £000	Future planned expenditure £000
<b>Paignton Future High Streets Fund – Victoria Centre Phase 1</b>  (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"> <li>• Early enabling and pre-works activity complete</li> <li>• Demolition contractor procured</li> <li>• Demolition commenced</li> </ul>	<ul style="list-style-type: none"> <li>• Demolition Garfield Road Structure to complete June 2024</li> </ul>	73	303 Progress demolition	276 Complete demolition	Further spend will be part of the phase 2 development
<b>Paignton Future High Streets Fund – Victoria Centre Phase 2</b>  (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"> <li>• Delivery partner engaged to conduct feasibility for the site.</li> </ul>	<ul style="list-style-type: none"> <li>• Adjacent site land assembly to conclude. Spend in 24/25 predicated on acquisitions.</li> <li>• Initial feasibility and Strategic Outline Case to be presented by Delivery Partner June 2024</li> </ul>	87	1328 Anticipated spend for land assembly and acquisition package	325 Completion of land assembly and feasibility works	Awaiting Strategic Outline Case from Development Partner before allocating any additional funding
<b>Paignton Coastal Defence Scheme</b>  (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"> <li>• All public consultation works completed.</li> <li>• Masterplan for the area approved by Cabinet in Jan 23.</li> <li>• Planning application submitted October 23.</li> <li>• Application for additional funding submitted to</li> </ul>	<ul style="list-style-type: none"> <li>• Expectation for additional funding to be approved by Environment Agency, (EA), late spring / early summer 24.</li> <li>• Phase 1 of works expected to commence September 24</li> </ul>	392	94 Progress feasibility and business case development	549 Potential design alterations and business case refinement	TBC upon confirmation of funding from EA and approval of an Outline Business Case (Assuming April 24)

Title and lead officer	Project description	Expected outcome	Planned completion date	Progress to date	Key delivery milestones 24/25	Total expenditure to date £000	Residual expected spend for 23/24	Planned expenditure 24/25 £000	Future planned expenditure £000
				Environmental Agency (EA) December 23					
<b>Renovation of Oldway Mansion, Paignton (Director of Pride in Place)</b>	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"> <li>Oldway Master-Plan approved by Full Council in December 2023;</li> <li>Initial £1m funding identified to progress with Phase 1 of works within the 2024/25 budget papers (subject to Council approval in Feb 24)</li> </ul>	<ul style="list-style-type: none"> <li>Council approve £1m funding to proceed with phase 1 works in February 2024 (part of 24/25 budget setting)</li> <li>Specification of initial work drawn up – April 2024;</li> <li>Commence procurement for initial restoration works – July 2024</li> </ul>	0	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				
	Original Approval £000	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
<b>Schools Capital Programme</b>									
Capital Repairs and Maintenance	n/a	on-going	on-going	300	1,010	300	250	200	1,760
Education Review Projects	n/a	on-going	on-going	1,461	111	670	670	660	2,111
High Needs Capital Provision	n/a	on-going	on-going	2,650	890	750	750		2,390
Devolved Formula Capital	n/a	315			314				314
Paignton Academy STEPS Relocation	1,250	1,250	0	0	150	1,100			1,250
Foster Homes Adaptations	300	300	51	100	1	83	83	82	249
Acorn Centre (Youth Investment Fund)	528	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.

<b>Schools Closed Projects</b>									
Mayfield Expansion	1,500	1,575	1,534	0	41				41
Paignton CS Academy Expansion	1,840	1,737	1,735	0	2				2
Rosehams Primary - additional classroom	599	599	553	0	47				47
St Clements Primary Expansion	3,600	5,681	4,949		731				731
St Clements Primary Phase 2	1,000	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

<b>Projects under Feasibility and Development</b>									
Crossways, Paignton - Regeneration	22,360	36,983	2,264	5,000	1,200	250			1,450
Extra Care Housing (Torre Marine)	2,250	22,281	1,415	2,153	660	20			680
Edginswell Railway Station	7,883	24,400	613	5,000	2,297	0			2,297
Union Square Acquisition & Development (Town Deal)	11,043	70,000	3,957	7,043	846	312			1,158
Strand Land Assembly & (Debenhams) Demolition	2,000	13,600	161	2,500	50	20			70
Torquay Town Deal - Pavilion	1,750	13,000	57	1,300	423	77			500
Torquay Town Deal - Core Area Public Realm	250	850	60	598	60	20			80
Torbay Road Paignton (High Streets Funding)	668	1,500	77	426	100	33			133
Station Square (High Streets Funding)	2,259	2,540	202	2,027	211	42			253
Victoria Centre (Paignton) Phase 1 (FHSF)	652	652	25	602	351	276			627
Victoria Centre (Paignton) Phase 2 (FHSF)	3,862	3,862	55	3,312	1,360	325			1,685
Diversification (High Streets Funding)	1,300	0	0	1,300	0				0
Paignton Coastal Defence Scheme	3,142	17,515	238	150	211	15			226
Paignton Flood Defence (High Streets Funding)	571	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. In procurment for contractor
Fnal 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

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**Economic Development / Regeneration**

Edginswell Business Park Unit 1	3,710	6,927	2,200	5,724	4,727				4,727
Edginswell Enabling Works (LEP GBF)	1,960	5,281	2489	2,250	1,720				1,720
Harbour View Hotel Development	11,300	21,249	10,445	8,600	10,804				10,804
Torquay Strand Public Realm (Town Deal Funding)	2,250	4,485	587	1,814	800	1,119			1,919
Paignton Picture House (Future High Streets Funding)	1,285	1,285	918	367	367				367
Paignton Picture House (Commnuity Dev Fund)	2,323	2,323	0	1,800	1,950	372			2,322
Lymington Rd Business Centre (LEP GBF/EGF)	1,960	5,925	1070	3,986	4,623	180			4,803
Small Projects - UK Shared Prosperity Fund	406	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	9,621	4,121	5,000	5,500				5,500
Disabled Facilities Grants	n/a	2,332	0	1,295	1,300	1,032	1,000	1,000	4,332
Enhancement of Development sites	n/a	329	137	65	132	60			192
Housing Rental Company - Loan	25,000	3,267	2,767	0	456				456
Community Led - Affordable Housing Loans	3,000	0	0	3,000	0				0
St Kilda's, Brixham - Affordable Housing Stage 1	338	434	0	338	434				434
St Kilda's, Brixham - Affordable Housing Stage 2	5,249	5,249	0	0	0	2,367	2,882		5,249

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	2,800	1,230	2,338	0	1,570			1,570
SWISCO Loan - Buildings	1,200	1,200	0	1,000	0	1,200			1,200
Car Park Investment	1,000	850	54	500	796				796
Climate Change Initiatives	1,000	1,000	0	250	334	333	333		1,000
Green Waste Bins	929	929	201	619	200	264	264		728
Local Electric Vehicle Infrastructure	958	958	0		0	479	479		958
Changing Places Toilets	180	180	0	180	90	90			180
Solar Farm, Brokenbury (EGF)	2,750	2,275	192	1,620	288	43			331
Solar Farm, Nightingale Park (EGF)	2,200	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	n/a	4,361		2,038	2,771	2,050	2,050	2,050	8,921
Transport Integrated Transport Schemes	n/a	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	227			0	226			226
Babbacombe Beach Road	70	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	328	301		27				27
Flood Alleviation - Monksbridge	412	412	86	295	326				326
Torquay Flood Alleviation	50	50	4	20	46				46
Paignton Flood Alleviation	60	60	10	40	50				50
Brixham Flood Alleviation	45	45	10	25	35				35


### Sports, Leisure and Culture

Clennon Valley Sport Improvements	70	70	32		22				22
Haldon & Princess Pier	95	95	7	50	88				88
Princess Pier - Structural repair	1,400	1,665	818	60	0	62			62
Torquay Town Dock - Infrastructure Improvements	1,200	1,200	741	211	460				460
Harbour Patrol Boat	65	72	0		72				72
Torre Valley North Sports Facilities	422	422			46				46
Park Tennis Renovation	504	504			504				504
Armada Park Refurbishment	91	91			10				10
Torre Abbey Gatehouse/SW Wing	964	1,290	54	707	813	422			1,235
Torre Abbey SE Wing/Courtyard/Tower	404	539	20	297	344	175			519
Torre Abbey Renovation - Phase 3	1,700	0	0	208	32				32
RICC Improvements - Backlog Repairs	1,000	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	718		47	717	0				0
The Pines (TCCT)	75	75			75				75
Maidencombe Beach CP (TCCT)	45	45			45				45
EPIC Equipment (funded from LEP)	150	230			230				230
Claylands Redevelopment	10,400	11,150	10,748		20	20			40


Funding (to be moved to Projects Pending)									
Adult Social Care Grant	n/a	2,777	0	895	80				80
Affordable Housing	n/a	1,598	243	529	0				0
Torquay Towns Fund (General)	158	158	0	52	0				0
General Capital Contingency	n/a	342	0	632	342				342
Capital Contingency	4,000	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

<b>Full Capital Investment Plan Totals</b>	<b>177,058</b>	<b>351,695</b>	<b>74,411</b>	<b>90,044</b>	<b>55,408</b>	<b>18,984</b>	<b>10,517</b>	<b>5,313</b>	<b>90,222</b>
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## CAPITAL INVESTMENT PROGRAMME - FUNDING SOURCE

	2023/24 Budget £000	2023/24 Revised Out-turn £000	2024/25 £000	2025/26 £000	2026/27 £000	Total for Plan Period £000
Unsupported Borrowing	41,346	29,807	4,450	3,264		37,521
Grants	45,616	22,501	13,252	6,728	4,981	47,462
Contributions	570	1,012	700	21		1,733
Revenue	1,035	1,046	483	320	250	2,099
Reserves	385	497	14	162	82	755
Capital Receipts	1,092	545	85	22		652
<b>Total</b>	<b>90,044</b>	<b>55,408</b>	<b>18,984</b>	<b>10,517</b>	<b>5,313</b>	<b>90,222</b>