

Runnymede Borough Council

2026-27 Budget Information



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Introduction

The following pages contain a summary of the budget for 2026/24 and the Financial Strategy alongside commentary on the main elements of the financial risks faced by the Council.

This report merges the various budget and council tax setting reports agreed by full Council on 5 February 2026 for ease of reference and some of the Appendices have been replaced by the detailed budget pages that follow

Synopsis of report:

To present budget estimates for the Council's General Fund Revenue Account 2026/27 and updated Capital Programme, for consideration and recommendation to Full Council for approval.

As with last year, the Revenue and Capital estimates have been brought together in a single report, due to the considerable impact of capital financing on the Revenue Budget. It is however important to consider the capital estimates in line with the Capital and Investment Strategy presented earlier on the agenda.

The Revenue budget sets out the spending plans for the Council for its day-to-day activities and the provision of services to the public for 2026/27 alongside an updated budget for the current financial year, 2025/26, a revised Medium-Term Financial Forecast and a review of the General Fund Reserve or "working balance", culminating in a recommendation on the level of Council Tax to be levied for Runnymede Borough Council's element of the total Council Tax charge for 2026/27.

Also included in the revenue estimates, is an amount for the anticipated pay award for 2026/27 and the remodelling of the Council's pay grades to encompass changes to the National Living Wage. These changes are subject to the outcome of pay negotiations and any future decision made following consultation on the recent pay and grading review. If the final figures differ from those contained in the report, the difference will be met by a transfer to or from the General Fund Reserve as appropriate (subject to any necessary further financial approvals).

Key lines of central government funding are based on allocations within the Provisional Local Government Finance Settlement. If the final Settlement figures, due in early February, vary materially to these figures, the Revenue budget will be updated to reflect the revised allocations, with any consequential adjustments to the General Fund Reserve.

The Capital Programme sets out the Council's spending plans on the acquisition or enhancement of fixed assets with long-term value to the Council, such as land, buildings, and major items of plant, equipment or vehicles alongside consideration of the sources of funding for the programme.

In setting its annual budget, the Council is required to give due regard to a statement from its Chief Financial Officer as to the adequacy of reserves and the robustness of the budget estimates. This statement is set out in Appendix G for Members' consideration.

General Fund Revenue and Capital Budget 2026/27

1. Context and background of report

- 1.1 This report deals with the General Fund Revenue and Capital budgets for the Council, setting out spending plans and anticipated income for the coming year. It does not include revenue budget estimates for the Housing Revenue Account (HRA), which are subject to a separate report to the Housing Committee, for onward recommendation to Council in February. The General Fund budget report should be considered as part of a comprehensive suite of financial reporting which includes the Capital and Investment Strategy and Treasury Management Strategy, both of which are reported alongside this report to Committee and subsequently to Full Council.
- 1.2 The detailed budget proposals set out in this report have been produced within the framework set out in the Financial Strategy (FS) approved by Full Council in December 2025. As set out in the December FS, the fundamental aim of the Council's financial strategy is to provide a framework for the effective and efficient use of Council resources whilst taking appropriate action to mitigate risk. As noted in the FS, this is the last budget the Council will set before it ceases to exist under local government reorganisation (LGR). In order to understand the longer-term effects of budget decisions, the report continues to include a medium-term financial forecast spanning the period up to 2030/31. These figures are an extrapolation based on the Council's proposed 2026/27 budget and current commitments and do not reflect any changes which will occur under LGR, other than the inclusion of estimated implementation costs which will be incurred during the Council's remaining lifespan.
- 1.3 The Medium-Term Financial Forecast (MTFF) and detailed 2026/27 budget proposals have been updated to reflect the actions set out in the FS in December, publication of the Provisional Local Government Finance Settlement (LGFS) and final amendments to detailed service budgets. The latter reflects the inclusion of delivered, or relatively certain to be delivered, savings and income generation initiatives alongside the outcome of the consideration of fees and charges for the forthcoming year at the respective service committees.
- 1.4 This revised forecast also includes updated treasury costs (interest and provision for repayment of debt) reflecting recent repayments of debt and other Treasury Management practices and is in line with the draft Capital and Investment and Treasury Management Strategies.
- 1.5 A summary of these movements is set out in the body of this report.
- 1.6 It is not intended to repeat all the contextual information that was set out in the FS in December, but to focus on the 2026/27 budget figures (Appendix D and F), recommend the Council Tax charge and review the level of balances held. Matters of risk, and an opinion on the adequacy of the reserves and the robustness of the estimates, are included in the final appendix.

2 Building the Revenue Budget

Adjustments to base budgets

- 2.1 The starting point for preparation of the revised forecast and 2026/27 budget proposal, is to update the prior year's budget for all amendments that have happened in the past year, due to the approval of Supplementary Estimates or virements between budget headings. In 2025/26, supplementary estimates have only been considered where essential for the running of services or in support of Council priorities, in keeping with the approved financial strategy for the period. Wherever

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possible, funding has been found to cover additional spending requests from external sources, use of earmarked reserves and provisions, or through the reprioritisation of budgets (virement process). Where funding has been unable to be identified, supplementary estimates have been met from the General Fund balance.

- 2.2 Despite these measure, significant budget growth occurred in the year, although much of it was one-off growth which has been drawn down from balances rather than impacting on future years. This includes unavoidable costs such as provision for LGR implementation costs, and other supplementary estimates approved as part of the December FS which supported aims set out in the Council's Corporate Business Plan which had been approved by Full Council in October 2025. A large proportion of the on-going supplementary requests were to fund actions taking place following the Council's response to the NS-BVN which had been in place from December 2023 to December 2024. For example, supplementary requests were approved to ensure adequate staffing resources could be put in pace in Assets and Regeneration and in Legal Services.
- 2.3 Known changes to the budgets are also built in from decisions taken by other bodies, such as central government, where those decisions directly impact the costs or income of the Council (e.g., a significant new income stream has been included in the budget relating the Extended Producer Responsibility for Packaging Scheme which requires producers to pay the full cost of dealing with the waste they produce.
- 2.4 A significant level of savings (£713k in 2025/26 and £698k in 2026/27) has been included within the adjustments following the annual budget challenge exercise, whereby existing budgets are challenged against historic use to improve the accuracy of forecasting, alongside a process undertaken to identify any new savings or income generating initiatives. As set out in the FS, it is not prudent to embark on major new savings initiatives in the year leading up to LGR, given the impact this may have on resources and capacity within the organisation, and due to the fact that the new West Surrey Council may make different decisions on service design, that could negate the effect of such initiatives. Therefore, following the Council's usual prudent approach to the inclusion of savings in its budget, only those that are reasonably certain of delivery before April 2027 have been included in the figures. Some initiatives will then come forward to the relevant service committee for consideration while others will be held over for future consideration by West Surrey. Reporting of progress against savings and efficiencies will continue to through the Overview and Scrutiny Select Committee and will be included in budget monitoring reporting during the year ahead.
- 2.5 These amendments are included in the budget adjustments line in the updated MTFB attached at Appendix A and are set out in detail in Appendix B.
- 2.6 Appendix B also shows amendments to base budgets in respect of growth bids that were approved during the budget process in prior years but not yet utilised. Note that Appendix B also includes changes to net Investment property income which are shown under the Treasury and Financing section of the FF.

Revenue growth for 2026/27

- 2.7 Following a rigorous challenge process, a limited number of growth items were put forward to Corporate Management Committee (CMC) in November as part of the FS as set out in the following table.

General Fund Revenue and Capital Budget 2026/27

REVENUE GROWTH	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast
Description	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
	£'000	£'000	£'000	£'000	£'000	£'000
"Hit Team" Project	55	25				
Runnymede Support Fund	50					
Planning Enforcement Resources	50					
Out-of-Town Bin Replacements	13					
Biodiversity Projects	20					
Additional consultancy for The Precinct, Egham	100					
LGR implementation costs	90	329				
	378	354	0	0	0	0

- 2.8 Given that the bulk of these items were for spend anticipated to be incurred during the latter part of 2025/26, approval was provided by CMC for these supplementary estimates so as not to cause any delay in commencing works or providing funds to support the Council's residents. Two items, the "Hit Team" project, which aims to ensuring our green spaces are handed over to West Surrey Council in good condition, and the LGR implementation costs, span both 2025/26 and 2026/27. If the anticipated split between years varies from that agreed, then this will be adjusted via the planned underspend reserve to ensure the full resource is available in the correct year. In respect of LGR implementation costs, it is likely that these will not be drawn down until 2026/27 but nevertheless it is felt prudent to leave some element of the budget in 2025/26 as this better reflects the timing of costs that may be incurred and also provides for any unforeseen reason that the funds will need to be provided sooner than now expected. The FS noted that the LGR figure is subject to change as costs estimates are refined and implementation plans progress. The budget report includes a slightly varied figure based on updated data for how the costs are to be split (total of £487k, split £91k 2025/26 and £396k in 2026/27)
- 2.9 The updated FS no longer includes a moratorium on growth as it is recognised that the Council will need to be alert to changes required to support the implementation of the new West Surrey Council and to drive its priorities as set out in the Corporate Business Plan. That said, both of these elements have been costed into the budget as far as possible, based on existing data, and the Council will continue to explore alternative funding sources, whether that be external such as Community Infrastructure Levy, grants and other contributions or internal through the re-prioritisation of budgets (virements), before seeking any additional funding from reserves. Therefore, no allowance for in-year growth has been factored into the 2026/27 budget and no additional budgetary growth (whether in-year or as part of the annual budget process) is presented in the forecast for the years 2027/28 onwards.

Savings and Efficiencies

- 2.10 As already noted, and in line with the Council's prudent approach to the inclusion of savings, efficiencies and income generation within the budget, only those net reductions that are reasonably certain of delivery are included, rather than applying targets which may be undeliverable. This provides a clearer picture of the budget gap still to be found and maintains focus on the challenges ahead.
- 2.11 The savings included within the adjusted base budgets consist of two elements, those arising from the budget challenge exercise with services and those arising from the identification and delivery of savings and efficiency initiatives.
- 2.12 The budget challenge exercise has resulted in £427,000 being realised from 2026/27 budgets after careful, line-by-line review with Corporate Heads of Service, using the past three year's actual expenditure and income to inform the challenge process.

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There is no anticipated detrimental impact on service delivery from these changes, which range from the removal of multiple small budgets to updating both income and expenditure budgets to reflect current contractual positions.

- 2.13 Savings and efficiencies initiatives now considered certain enough for inclusion in the budget total £232,343 in 2025/26 with on-going savings of £217,263 achieved from 2026/27 and are set out in more detail in the following tables.

	Budget Challenge Exercise					
	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
	£	£	£	£	£	£
Budget challenge exercises	480,416	427,471	427,471	427,471	427,471	427,471
	480,416	427,471	427,471	427,471	427,471	427,471

	Savings and Efficiencies					
	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
	£	£	£	£	£	£
DVLA enquiry fee	410	410	410	410	410	410
Jadu Contract Review – removal of Info@Work Integration	3,000	3,000	3,000	3,000	3,000	3,000
Jadu Contract Review – alternative address look-up system developed	8,000	8,000	8,000	8,000	8,000	8,000
Camera Assisted Enforcement to replace proposed Automatic Number Plate Recognition ((Environment and Sustainability Committee – Oct 2025))	31,000	31,000	31,000	31,000	31,000	31,000
Flexible parking permits for commuters (Environment and Sustainability Committee – Oct 2025)	5,000	5,000	5,000	5,000	5,000	5,000
Leisure parking permits for open space car parks (Environment and Sustainability Committee – Oct 2025))	3,000	3,000	3,000	3,000	3,000	3,000
Consumables budget reduction	6,700	6,700	6,700	6,700	6,700	6,700
Grant Funding Review (Community Services Committee – Sept 2025)	14,903	14,903	14,903	14,903	14,903	14,903
Sale of Cherry Picker	3,000	3,000	3,000	3,000	3,000	3,000
Bus Shelter advertising income	107,500	107,500	107,500	107,500	107,500	107,500
Cessation of lease for temporary accommodation	23,000	23,000	23,000	23,000	23,000	23,000
Revise pre-application fees	-	11,750	11,750	11,750	11,750	11,750
Procurement consultancy to other local authority (Corporate Management Committee – Oct 2025)	26,830	-	-	-	-	-
	232,343	217,263	217,263	217,263	217,263	217,263

Total Savings and efficiencies

712,759	697,679	697,679	697,679	697,679	697,679
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- 2.14 The savings recorded in the tables are in addition to those that were included in the 2024/25 and 2025/26 budgets. Further savings may be progressed in-year while other significant initiatives are unlikely to be taken forward at the present time due to forthcoming re-organisation. Full reporting of the savings and efficiencies programme is made to the Overview and Scrutiny Select Committee and was last reported in December 2025.

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Inflation

- 2.15 Adjustments for both income and expenditure inflation are factored into the budget preparation, with underlying assumptions set out in the FS. Service Committees have also considered the setting of fees and charges relevant to their areas, and these have been built into the budget proposals. Assumptions around income from the Council's portfolio of investment properties is directly related to the uplift details within individual leases rather than on any general inflationary uplift in property income and so is derived in a more detailed manner, making allowances for known lease events such as rent reviews, break clauses, end of lease terms and any rent-free periods, for example.
- 2.16 Included in the inflation allowance, is a provision for the annual staff pay award for 2026/27 including adjustments to meet the National Living Wage (NLW) requirement which is set to increase from £12.21 p/hr to £12.71p/hr from 1st April 2026. The 2026/27 budget includes a provision of 3% to encompass both the NLW uplift and the full-year effect of the cost-of-living increase which is now applied from 1st April. Both the application of the NLW and the pay award are subject to consultation with trade union representatives, and the FS contained a recommendation, that was resolved by CMC, to provide authority to the Head of Paid Service (Chief Executive) to enter into pay negotiations with Union representatives. The salary budget may also be affected by the outcome of a future report to Committee on the Pay and Grading review currently undergoing consultation with trade union representatives.
- 2.17 In determining its pay offer the Council must balance adherence to regulatory controls (National Living Wage / Equal Pay) and its desire to reward, recruit and retain staff with the pressure this growth puts on the Council's budget. Any change to the pay inflation estimates included in this report will be compensated for by an equal movement in the transfers to or from the General Fund working balance, subject to the applicable financial procedure rules and may therefore be subject to a supplementary estimate request.

Accounting adjustments

- 2.18 The changes referred to in paragraphs 2.1 to 2.19 above form the "**Adjusted base budget**" line in the revised MTF. This line is further adjusted by stripping out depreciation charges which have no effect on the council tax requirement, removal of capital charges to the HRA, and revenue contributions to capital expenditure. Of note in this section is the unwinding of the discount achieved on the early repayment, in December 2024 and February 2025, of two loans with the Public Works Loan Board (PWL). The Council has committed to repay debt when it sells an asset that was originally financed by borrowing. The Council has used such proceeds to repay £19.3m of borrowing, securing a total discount of £9.4m. The saving generated from the application of this discount is required to be spread over 10 years, hence the release of £939,000 per annum to the General Fund over the next 10 years.

Transfers to and from earmarked reserves

- 2.19 The Council continues to hold a number of earmarked reserves for specific purposes such as:
- smoothing the effects of the operation of the Business Rates Retention scheme to prevent large swings of income from having an impact on the on-going provision of core services;

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- ensuring provision is made for repair and replacement of necessary equipment such as CCTV cameras;
- building up a provision to reduce the impact from anticipated void periods for commercial properties and to allow for the maintenance of commercial property to retain it in a lettable condition;
- funds to support invest-to-save initiatives, service transformation and continuous improvement;
- other specific reserves, for example, to set aside surpluses of car parking income to be spent on future maintenance or improvements such as the provision of Camera Assisted Enforcement; to hold funds for the payment of audit fees once the audit backlog is resolved; to carry forward agreed underspends into the following year

These reserves are regularly reviewed to monitor their sufficiency.

- 2.20 No new reserves have been set up during 2025/26 and the previous intention to hold funds in reserve for possible expenditure to meet the requirements of the Environment Act 2021 was confirmed as no longer being required as part of the FS in December.
- 2.21 During 2025/26, the Service Transformation Reserve continued to be used to support invest-to-save initiatives, service transformation and continuous improvement, alongside completion of actions plans which came out of the non-statutory Best Value Notice response programme. £250,000 of this fund was set aside to support LGR costs which may include exploration of future local structures and internal organisational change support for the workforce, joint commissioning of works across Surrey authorities to inform future proposals, the procurement of specialist financial or legal advice, and backfilling of key staff who will support work on reorganisation, where this is not met through the central implementation fund to which all Surrey authorities are contributing. Last year's budget provided delegated authority for drawing down on this sum to the Chief Executive, in consultation with the Chair and Vice-Chair of the Corporate Management Committee to enable swift action to be taken when needed, ensuring that the Council can play its part in shaping the future direction for local government reorganisation in Surrey. £444,000 remains unallocated in the Service Transformation Reserve while the LGR Support budget has an uncommitted balance of £51,500.
- 2.22 Given the likely draw on staff resources to support implementation plans for the new West Surrey Council, and that limited invest-to-save initiatives are anticipated to come forward during the year, it is recommended that an additional £250,000 be directed to provide LGR support. Costs to date include proposed additional resource in Financial Services and external consultancy on key asset plans. There are likely to be other areas which will require some additional resource (above that which may be provided via the central LGR implementation pot). The proposed transfer has been reflected in the MTF and the detailed budget and would mean that the uncommitted balance in the Service Transformation Reserve would stand at £194,000.

Treasury and Financing

- 2.23 This section is explained in more detail in the Capital and Investment Strategy, and the Treasury Management Strategy.
- 2.24 As already noted, income from the Council's commercial property portfolio is shown in this section alongside its income from treasury management (interest receivable)

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and borrowing costs (interest payable and provision for the repayment of debt, also known as Minimum Revenue Provision or MRP).

- 2.25 More commentary on the Council's debt position and its commercial property portfolio is included in Appendix G but it is important to recognise the contribution that this income makes to the delivery of Council services while also understanding the risks involved in this type of commercial activity and the mitigating steps that the Council takes to ensure it can manage those risks.
- 2.26 In 2024/25, the investment property portfolio returned a net yield, after direct costs, of 7.42% (equivalent figure for 2023/24 was 7.21%). This figure includes returns from commercial property forming part of the Council's regeneration schemes in Addlestone and Egham in addition to investment property purchased directly as part of the Council's previous property investment strategy. Once provisions for bad debts and borrowing costs are included, the net yield was 2.98% (2023/24 2.9%) providing £9.7m net contribution to the Council's revenue budget to support the provision of services to residents. The budget proposals take account of the latest forecasts for income and allow for direct costs and interest payable on borrowing. Provisions are included in the budget for estimated levels of bad debt and the set aside of monies for future repayment as loans mature. Reserves are held to ensure properties are maintained and repaired and to allow for fluctuations in annual income due to void periods or the award of tenant incentives such as rent-free periods.
- 2.27 Although it has not purchased any investment assets since 2019/20, other than those acquired as part of town centre regeneration schemes, the Council continues to formalise its intent not to purchase additional investment property within its Capital and Investment Strategy; placing a moratorium on new debt-funded asset investments, i.e. assets purchased primarily for yield, and concentrating instead on managing its existing portfolio, maximising returns and considering options for divestment in appropriate circumstance. The Council has also committed to seeking to reduce its overall borrowing requirement, and as noted earlier in the report, when the sale of any debt-funded asset is agreed, the related capital receipt will be used to repay borrowing. This will have an impact on the revenue budget in a number of ways.
- Potential income from the asset will be lost, but so too will any asset holding costs.
 - The Council's provision for repayment of debt will be reduced and potentially if loans are repaid early, while interest rates remain high, a discount may be achieved on the unwinding of the debt, which may in part offset loss of income.
 - A reduced portfolio may also reduce management costs and external costs such as instructing valuations on a smaller portfolio.

With so many interacting elements, it is imperative that detailed financial analysis is undertaken to determine the best options for each individual asset when considering any divestment, following the processes set out in the Asset Management Strategy, approved by Full Council in March 2023. The Council has considered a number of such detailed reports during 2025/26 in relation to significant investment assets and their potential future, and staff are working to deliver the options selected.

- 2.28 As noted earlier in the report, debt-backed asset sales completed during 2024/25 have enabled the Council to use receipts to benefit from discounts totalling £9.4m and reduce its borrowing by £19.3m. The unwinding of this discount into the General

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Fund has provided an additional £939,000 per annum for the next 10 years, in addition to savings in interest payments and reduced MRP due to lower level of debt.

- 2.29 It has also been agreed to set aside the £939,000 per annum benefit as an additional voluntary revenue provision (VRP) against outstanding borrowing, which will further reduce the Council's Capital Financing Requirement (CFR) and is in keeping with the Council's non-statutory Best Value Notice response programme. While the Notice was not been renewed at its anniversary date in December 2024, the government confirmed their expectation for the Council to continue its improvement journey and take steps to reduce and manage its overall debt. The Council is continuing its engagement with MHCLG, on a quarterly basis and at the time of drafting this report, has received no formal update to suggest any change to this approach from MHCLG.
- 2.30 Interest receivable on the Council's cash investments is set to reduce over the medium term. Reserves are expected to fall over the medium term, and cash balances are currently depressed due to internal borrowing (utilising cash reserves rather than external borrowing) which eventually will need to be crystallised. Interest rates are projected to fall gradually over the period.
- 2.31 Existing borrowing is protected from interest rate risk over the life of the loans, as all of the Council's borrowing is at long-term fixed rates. The Council's debt portfolio is in a good position with the average interest rate for General Fund borrowing standing at approximately 2.41% (as at November 2025) while prevailing rates on 22nd December 2025 were between 6.01% for 25yr loans and 5.78% for 50yr loans. As shown previously, appropriate capital receipts have enabled the Council to take advantage of an early repayment discount, and further opportunities are actively being explored. The downside is that current internal borrowing will likely require conversion to external borrowing as cash balances are consumed, at higher rates than the Council's current borrowing. This will also apply to any loan maturities that require replacement in the medium term.
- 2.32 The Council is currently forecast to receive over £2.1m per annum in interest from loans to its wholly owned company (RBCI) in the form of development loans, which enabled the company to purchase the residential assets it manages, and working capital loans to support its costs of operating until it becomes self-sustaining. As indicated in the last Treasury Management report to CMC and Overview and Scrutiny Select Committee, RBCI was unable to make its last interest payment due to cash flow issues. The Council has approved exploration of a revised funding model for RBCI, which would seek to reduce the loan liability of the company, support its cash flow requirements and improve its financial sustainability. A revised model is likely to affect the level of interest income received by the Council, but no amendments have been made to the budget until full due diligence has been completed on the proposal.
- 2.33 When considering the Revenue Budget proposals and the MTF, it is important to note the link to financing of the Capital Programme. As the Capital Programme does not currently forecast any new borrowing, over that already in existing approved plans, the Revenue forecast also does not account for any significant new borrowing costs. Any such costs will increase the anticipated budget deficit over the medium term and require additional revenue savings, or increased income, to be found to compensate for this pressure. Furthermore, new borrowing would be at odds with the Council's commitment to seek a reduction in its overall borrowing, in line with its on-going engagement with government.
- 2.34 The intention to avoid new borrowing, coupled with limited availability of capital receipts, (and with those generated from sale of debt-funded assets being earmarked

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to repay borrowing) means that the capital programme becomes increasingly reliant on external funding (such as grants or contributions from developers towards infrastructure requirements) and on its own contributions from revenue sources

Local Government Finance Settlement

- 2.35 The Provisional Local Government Finance Settlement, providing detailed funding allocations on a council-by-council basis, was released on 17th December 2025 and the figures are included in the draft budget and updated medium-term forecast. The four-week consultation period ran to 14th January, and the final Settlement figures will be confirmed in early February. Any material changes received ahead of the Full Council budget setting meeting will be reflected in the budget with a compensating change to the transfers to or from the General Fund Working Balance.
- 2.36 In accordance with the [Local government finance policy statement](#) published in November 2025, the provisional Settlement is a multi-year settlement covering 2026/27 – 2028/29 providing longer-term certainty for councils and includes changes stemming from the Fair Funding Review and the reset of the Business Rates Retention System. Alongside this is the provision of transitional relief to avoid harsh cliff edges from funding reductions, replacing the previous funding floor mechanism and guaranteed minimum increase in core sending power (CSP).
- 2.37 CSP is a measure of the resources available to local authorities to fund service delivery. It sets out the money that has been made available to local authorities through the 2026/27 multi-year Local Government Finance Settlement. CSP includes funding available from the updated Fair Funding Assessment, Council Tax, Business Rates Retention and central government grants. The constituents of CSP have altered significantly since the 2025/26 Settlement due to the implementation of the Fair Funding Review and the inclusion of various grants which were previously accounted for outside of CSP.
- 2.38 Runnymede's budget report for 2025/26 showed very little change in CSP between 2024/25 and 2025/26 which stood at approximately £10.7m. The new comparative tables, however, based on the revised funding methodology, show a fall in CSP from £16.1m to £13.8m between these years (a reduction of 14.3%) followed by a marginal increase to £14.0m for 2026/27, rising to £14.1m by 2028/29 still some 12.5% below 2024/25 levels. This is the third largest reduction in funding across the period 2024/25 to 2028/29 of any of the 349 English authorities with comparable data.
- 2.39 As the Council's CSP rises year-on-year from 2026/27, it is not eligible for any transition protection.

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Core Spending Power Runnymede Borough Council					
	2024-25	2025-26	2026-27	2027-28	2028-29
	£ millions	£ millions	£ millions	£ millions	£ millions
Fair Funding Allocation	0.00	0.00	6.04	5.72	5.38
<i>of which: Baseline Funding Level</i>	0.00	0.00	2.46	2.52	2.57
<i>of which: Revenue Support Grant</i>	0.00	0.00	3.58	3.21	2.81
Legacy Funding Assessment	8.66	5.87	0.00	0.00	0.00
<i>of which: Legacy Business Rates</i>	7.13	4.54	0.00	0.00	0.00
<i>of which: Legacy Grant Funding</i>	1.53	1.33	0.00	0.00	0.00
Council tax requirement	6.76	7.02	7.36	7.72	8.09
Homelessness, Rough Sleeping and Domestic Abuse	0.41	0.51	0.60	0.62	0.65
Grants rolled in to Revenue Support Grant	0.29	0.40	0.00	0.00	0.00
Core Spending Power	16.1	13.8	14.0	14.1	14.1
Core Spending Power year-on-year change (£ millions)		-2.31	0.18	0.06	0.05
Core Spending Power year-on-year change (%)		-14.3%	1.3%	0.5%	0.4%
Core Spending Power change since 2024 (£ millions)		-2.31	-2.13	-2.06	-2.01
Core Spending Power change since 2024 (%)		-14.3%	-13.2%	-12.8%	-12.5%
Core Spending Power change since 2025 (%)			1.3%	1.8%	2.2%

- 2.40 The Council's Fair Funding Allocation for 2026/27 is £6.039m, comprising £2.459m Baseline Funding Level (BFL) and £3.580m Revenue Support Grant (RSG).
- 2.41 The starting point for calculation of the total BFL for local government is the sum of all authorities Business Rates Baselines (BRB). Each authority's BRB is established using the 2026 (post-revaluation) rating list and multiplying rateable values by the appropriate multiplier (Small Business Multiplier / Standard Multiplier) to provide an estimate of gross rates payable for the year ahead. Deductions are then made for appeals, bad debts, allowable costs of collection, and where applicable, designated areas, renewables and the City of London offset.
- 2.42 This total figure is then reduced by an estimate of pre-existing reliefs, adjusted for the effect of s31 funding of certain reliefs. This adjustment reflects the impact that business rates reliefs have in reducing local authority income, meaning that the BFL amount will better reflect the actual business rates that local authorities will collect locally,
- 2.43 Adjustments are also made for the net difference in tariffs and top-ups paid by or to local authorities, and for any enhanced retention area growth. These measures all ensure that all current business rates funding stays within local government post reset.
- 2.44 From 2026/27, this total BFL will be distributed according to new relative need shares except in bespoke circumstances. Runnymede's share is £2.459m. This is the Council's baseline level of funding under the Business Rates Retention System. In previous years, a safety net mechanism has protected councils from falling below 92.5% of this level. To provide some stability amidst a raft of changes within the system, the safety net for 2026/27 is set at 100%, with the aim of reducing back down to the previous level over the life of the settlement.
- 2.45 The Business Rates estimate for 2026/27 of £1.12m shown in the General Fund Summary is a combination of the Council's BFL of £2.46m less reconciling payments

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from prior years of £1.34m (as related grant payments are made based on the NDR1 estimates in January each year and later reconciled via the NDR3 returns following the year-end).

- 2.46 RSG includes £0.015m additional funding for Local Services and £3.565m for other rolled in grants. These rolled in grants include various grants that were shown separately on the face of last year's General Fund Summary such as New Homes Bonus, the 2025/26 Funding Floor, and compensation for increase in Employer's National Insurance Contributions, which will all now be contained within the single RSG figure. This figures also now includes various New Burdens funding, where central funding is awarded to support the implementation of new measures (e.g. Awaab's law, Biodiversity net gain planning requirements) and the temporary accommodation element of the former Homelessness Prevention Grant (HPG). In terms of the General Fund Summary at Appendix A, it is important to ensure that these other rolled in grants are not duplicated under the services where they may previously have been shown, leading to an overstatement of the financial position.
- 2.47 The estimated Council Tax figure included in the CSP table of £7.36m is close to the figure proposed in the Summary of £7.37m, being the approved tax base of 36,497.4 multiplied by the proposed Band D level of £202.00.
- 2.48 The Homelessness, Rough Sleeping and Domestic Abuse line in CSP includes the following:
- Prevention, Relief and Staffing element of the Homelessness Prevention Grant (HPG)
 - Rough Sleeping Prevention and Recovery Grant (RSPARG)
 - Rough Sleeping Accommodation Programme (RSAP)
 - Domestic Abuse Safe Accommodation Grant

These elements are all shown within their relevant services and not as separate funding lines on the General Fund Summary. (Note that the Temporary Accommodation element of HPG has been absorbed into RSG).

- 2.49 The final element of grant funding included in the General Fund Summary, which sits outside of the CSP calculation, is the Council's allocation of income under the Extended Producer Responsibility for Packaging scheme which replaces the previous Packaging Waste Regulations with a requirement for producers to pay the full costs of dealing with the waste they produce. Indicative payments to local authorities were released in November 2024, with the Council guaranteed to receive £748k in 2025/26. A subsequent notification increased this figure to a potential £1.26m based on revised data, and this is the figure included in the revised estimates for the current year. Allocations for 2026/27 were released in early November and apply the same methodology as the revised figures for 2025/26 with an inflationary uplift attached, giving funding of £1.29m. The forecast then assumes an inflationary uplift across all future years from this base.

Business Rates

- 2.50 The Council has previously enjoyed gains arising from Business Rates pooling, which shares risk and reward across authorities within its near geography. As the government confirmed its intention to reset business rates baselines in 2026/27, and after discussion with the Council's advisers on Business Rate pooling, it was not considered advantageous to continue the pooling arrangements in 2026/27.

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- 2.51 The Council is required to return an estimate of its business rates income to government by 31 January 2026 (NNDR1). This form also estimates any surplus or deficit on the collection of business rates against the anticipated income in the prior year, much as happens with Council Tax. At the time of writing this report, this work is in progress and an initial estimate of a £2m deficit has been included in the budget. Any material changes to the estimates within the budget will be compensated for from the Business Rates Reserve.
- 2.52 As noted earlier in the report, the safety net in the system has been increased to 100% of the Council's BFL for 2026/27 and is expected to taper down to the previous 92.5% safety net over the course of the settlement period. This provides mitigation against risk of actual income falling below that estimated in the settlement.
- 2.53 If the Council's actual income exceeds the BFL, it pays a levy on the growth and this levy has also been redesigned so that all authorities will be subject to a proportional levy charged on bands of BRR above BFL, as follows:

Existing levy:	$Levy\ rate = 1 - \frac{BFL}{BRB}$
-----------------------	------------------------------------

New levy	BRR income as a % of a local authorities' BFL	Levy rate charged on band of BRR income above BFL
1.Initial growth	100% - 110%	10%
2.Further growth	110% - 200%	30%
3.High growth	200%+	45%

- 2.54 New Business rates multipliers to be introduced from 1 April 2026 will cause fluctuations in local authority business rates income which is intended to be neutralised through the use of s31 grants, offering greater stability and certainty over the multi-year settlement.

Council Tax

- 2.55 The estimated tax base growth, approved by CMC in December, provides additional income in 2026/27 of £133,964 in respect of the growth in the equivalent number of Band D chargeable properties in the area, net of any discounts, premiums and operation of the Council Tax Support Scheme (CTSS).
- 2.56 Draft council tax referendum principles were issued alongside the provisional Settlement, confirming that a referendum would be triggered for shire districts such as Runnymede if their increase in Council Tax is 3% or more, and greater than £5. The increase to Runnymede's Council Tax level is proposed at 2.99% which equates to £5.86 for the average Band D property, before any discounts or exemptions are applied. This provides around £213,875 of additional income to the Council in 2026/27. The MTFF assumes a similar increase in Council Tax level in future years.
- 2.57 While recognising the increasing cost-of-living pressures on its residents, the Council also has to be mindful of its ability to deliver essential services, particularly to its more vulnerable residents, as it sees its own costs rising in the face of inflation and

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demand for services. It is therefore recommended to increase Runnymede Borough Council's share of the Council Tax by the full permissible amount of 2.99%. The Council has recently reviewed its CTSS which provides support to those who qualify for help to pay their Council Tax and has determined to retain the scheme unchanged other than for regulatory uplifts to benefit amounts. As mentioned in the section of the report relating to budget growth, the Council has also recently topped up its own Runnymede Support Fund to support those in most need alongside continuing its work on financial inclusion, while 2026/27 also sees the introduction of the new Crisis and Resilience Fund which consolidates Discretionary Housing Payments and the Household Support Fund, with a provisional allocation of £133,247 which is due to be revised under the Final LGFS.

- 2.58 As previously reported to CMC, a surplus of £174,894 was realised against the original estimated collection of Runnymede's share of the total council tax for 2025/26, which is returned to the General Fund in 2026/27.

3 Revenue Budget Summary

- 3.1 All of the above factors culminate in the production of the updated MTFP at Appendix A and the detailed budget proposals at Appendix D.

- 3.2 The updated MTFP shows a more favourable position for all years across the forecast period when compared to that reported in November/December. This is due to a number of factors including;

- Changes have been made to reflect final amendments to budget returns from budget holders and updated figures on savings and efficiencies and establishment changes;
- Effects of the fee increases approved by service committees have been incorporated;
- Changes to national insurance and pension costs
- Updated interest rate forecasts,
- Updated property income forecasts and assumptions about divestment of assets
- Changes to funding estimates following publication of the provisional settlement

- 3.3 The following table sets out these changes.

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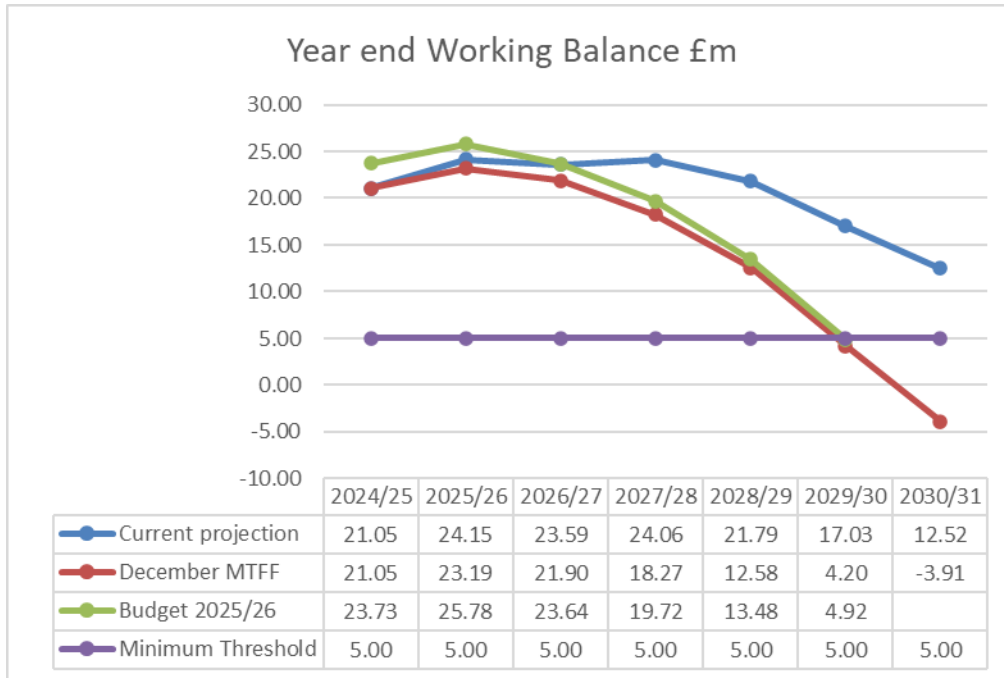
	Probable 2025/26	Forecast 2026/27	Forecast 2027/28	Forecast 2028/29
	£'000	£'000	£'000	£'000
Use of / (contribution to) Working Balance reported in Nov/De	(2,140)	1,292	3,623	5,691
<u>Net Cost of Services (Adjusted base budget A):</u>				
Budget Challenge exercise / additional savings	(233)	(218)	(218)	(218)
Use of Homelessness Reduction Grant		(162)		
Housing Benefits - Increased subsidy/allowances income (net)		(332)		
Withdrawal of Surrey Environmental Partnership Funding		100	100	100
Updated income projections	(254)	(8)	(8)	(8)
Amended LGR implementation cost		67		
Salary savings		(201)	(201)	(201)
National Insurance & Pension changes	(285)	(322)	(322)	(322)
Final budget returns	(7)	(98)	54	(99)
Inflation adjustment		(55)	(89)	(127)
<u>Accounting Adjustments</u>				
Revenue contributions to capital outlay - EV Charging points	38			
<u>Transfers to/from reserves</u>				
Increased Car Park income transfer	151	37		
Changes in investment income	(252)	(62)	2	(408)
<u>Financing & Investment income</u>				
Investment Property income updated	148	(42)	(106)	1,240
Changes in investment income (rates & balances)	(13)	(68)	(233)	(316)
2025/26 maturing loan not refinanced	(309)	(530)	(530)	(530)
<u>Government Grants</u>				
Consolidation into Revenue Support Grant		(2,147)	(2,678)	(2,660)
<u>Tax Adjustments</u>				
Business rate adjustments	56	1,580	235	235
Share of Business Rates (surplus)/deficit for prior years		2,000		
Council Tax Base adjustment		(97)	(101)	(103)
Share of Council Tax (surplus)/deficit for prior years		(174)		
Revised use of / (contribution to) Working Balance	(3,101)	559	(472)	2,274

- 3.4 The revised forecast sees the Council improve its outturn position for 2025/26 by £0.9m, making a significant contribution to the working balance of £3.1m. Similarly, the anticipated draw on balances in 2026/27 has fallen by a further £0.7m when compared to the December estimate while the budget gap of £3.6m for 2027/28 has been entirely eradicated and the gap of £5.7m in 2028/29 has seen a major downward shift to just £2.3m. Extending this out to 2029/30 and 2030/31 sees a similar largescale reduction to the previously estimated budget gap in the region of £3.6m in each of those years.
- 3.5 As a result of these changes, the revised MTFF shows a reversal of the decline in the General Fund working balance over the near term, increasing from £21.05m at the start of 2025/26 to £24.06m by the close of 2027/28, which is almost five times the recommended minimum threshold. While starting to reduce in 2028/29, balances remain at a level above their starting position by the close of the year (at £21.8m) before falling to £17m in 2029/30 and £12.5m by the close of 2030/31. However, this figure remains more than double the minimum threshold recommended in the report.

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- 3.6 In considering whether this is an appropriate level of reserves to hold, the Council must take account of any underlying budget gap, and the future consequences if further corrective action is not taken. While the forecast shows balances remaining well above the minimum threshold throughout the normal forecast period (up to 2028/29), and through the additional two years up to 2030/31, if use of resources were to continue on the same trajectory, and using current assumptions about inflation, interest rates and funding levels, balances would fall below the £5m minimum level after a further two years and would likely be eroded completely in the following year.
- 3.7 The Council has, through the delivery of savings, efficiencies and income generation, put itself in a good position, broadly balancing its budget over the next two years., after which, if it were to continue as a standalone entity, it would be reliant on reserves to maintain a balanced budget without the delivery of further net budget reductions (savings). While it is appropriate to use reserves to meet some of the challenges facing the Council, reliance on reserves can never be a long-term solution as they will eventually be consumed, leaving the Council's successor with limited flexibility to respond to future pressures.
- 3.8 The Council intends to continue its drive for continuous improvement, and to deliver a limited range of savings and efficiencies during 2026/27 to further support future financial sustainability. As already noted, while other savings initiatives have been identified, it would not be appropriate to take some of these forward at this point, as West Surrey Council may configure services differently and work done now may be abortive or "waste" work. This does not mean that efficiencies should be ignored and where practical within the existing workload, will still be taken forward and where not, will be passed to the new authority to consider.
- 3.9 The following table shows the forecast level of the Working Balance over the period to 2030/31. The table provides a comparison against the approved minimum level of reserves and to the positions forecast in the 2025/26 budget report (February 2025) and the Financial Strategy (December 2025). While the forecast for working balances in February and December 2025 were closely aligned, the updated forecast for the 2026/26 budget sees balances holding steady for longer, followed by a gentler decline from 2027/28.

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- 3.10 In line with the Council's standard approach, savings and efficiencies are only included in the forecasts when they are reasonably assured of being delivered. This is a prudent approach to avoid the inclusion of stretch targets which may not prove achievable. Any further savings and efficiencies delivered in-year will be included in budget monitoring and future forecasting. This should see the future budget gap, and draw on balances, reduce as these savings are incorporated. However, there are also a raft of potential additional costs that may need to be absorbed by the Council, such as the outcome of the pay and grading review, recruitment and retention costs in the lead up to LGR, additional borrowing costs which may be incurred as internal borrowing is externalised, and potential reduction in income due to the sale of commercial assets. Pressures will need to be kept under review throughout the year, while at the same time managing the effects of changes to government funding taking effect from April 2026, delivering against the CBP, and preparing for LGR.
- 3.11 The budget recommended for 2026/27 has been prepared within this context and provides a budget that has delivered savings, efficiencies and increased income; and a reduced draw on reserves, leaving greater working balances to offset risk. This allows the Council to deliver against its commitments, leaving the Borough in a good position to be aggregated into the new authority and maintaining and protecting its assets for the future use of its residents.

4 Minimum Threshold for the Working Balance

- 4.1 In 2023/24, the minimum threshold for the level of working balances was increased from £3m to £5m to allow for the potential increase in volatility in the Council's finances particularly due to the onset of a period of high inflation and potential economic recession. The financial strategy considered by Committee in November (and Full Council in December 2025) recommends that it would be prudent to review the minimum threshold again for the coming period to ensure that sufficient risk mitigation is provided against changes to the budgetary forecast.
- 4.2 Balances were more than four times this threshold at the start of 2025/26 and are set to increase further by the close of the year. The level is anticipated to hold steady

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through to the close of 2027/28 after which it starts to drop significantly, due to inflation and demand pressures and changes in investment income and central funding expectations. Nevertheless, balances remain almost 2.5 times higher than the minimum threshold by the close of 2030/31. This puts the Council in a good position for its transition into the West Surrey Council, providing a reasonable financial buffer to allow the new unitary council to implement future transformation plans with the aim of seeing balance levels stabilise over the medium to longer term.

- 4.3 The Council is reviewing its risk appetite statements alongside its budget preparation. The appetite to financial risk is currently set at “cautious”, which is reflected in this report. The maturing risk management framework and dynamic Risk Registers capture key risks which have been fed into the budget preparation as appropriate. While additional financial certainty has been provided to local authorities by the provision of a multi-year settlement, significant uncertainty remains as to how the budgets of the constituent authorities will come together when the new unitary councils in Surrey are formed. It is not advised to reduce the minimum threshold at the current time. Equally there is no immediate pressure to further increase the level, but rather to support retention of the threshold at £5m. As noted already, balances are projected to remain significantly above this minimum level for the next five years, based on current context and extrapolating Runnymede’s current services and projects into the future. This level provides a balance between using resources when needed to support service provision, while ensuring a sufficient buffer is retained against unexpected shocks to the system.
- 4.4 Appendix C sets out an updated calculation in support of the £5m threshold. The contingency is not set aside specifically for these items but instead the calculation demonstrates the type of risks that could require draw down of the working balance and provides an indication of the level of balance that it is prudent to hold.
- 4.5 In addition to the General Fund Working Balance, the Council holds various earmarked reserves which are set aside for specific purposes, as referred to in paragraph 2.21 - Transfers to and from earmarked reserves.
- 4.6 Effects on the General Fund Revenue Budget are included in the General Fund Summary and detailed budget pages as appropriate. Some of these major reserves also support capital expenditure and are therefore intrinsically linked to the Capital Programme set out in section 5 of the report. The estimated net use of these reserves over the life of the forecast is set out in Appendix E. Particular note should be made of the forecast balances in the Property Income Equalisation Reserve which is intended to build up funds to provide short term support for reductions in revenue income due to known lease break points; the Property Repairs and Maintenance Reserve which supports both operational and investment property assets and is used in both the Revenue and Capital budgets; and the Equipment Repairs and Renewals Reserve which again is used to support both revenue and capital spending. It is essential to ensure these reserves are maintained at an appropriate level to support the current and future council in the delivery of its aims.

5 Capital Programme

- 5.1 Although the Capital Programme sets out the Council’s ongoing aspirations and capital requirements for the next 10 years, it is acknowledged that many of the future decisions will be at the behest of the new West Surrey Council and the focus of this report and the Capital & Investment Strategy report set out elsewhere on this agenda, is very much on the short term

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- 5.2 It should also be noted that the figures in this section of the report differ from those set out in the Treasury Management Strategy report shown elsewhere on this agenda which, includes the consequences of leased assets as required under International Financial Reporting Standard 16: Leases (IFRS16) last year. The tables in this report focus purely on traditional capital expenditure to make it clear that no additional borrowing is anticipated to fund the programme.

Capital Expenditure

- 5.3 The FS action plan stipulates that no new capital projects are to be included in the capital programme without the necessary resources to meet the full capital costs, and any associated revenue implications, being in place. Business cases should reflect all financial implications and risks and be reported alongside the request for inclusion in the Programme. If it is too early in the process to provide this level of detail, a provision may be made within the budget but will be subject to reporting of the full business case to the appropriate Committee before proceeding with the project.
- 5.4 Approved schemes are where a business case has been provided with a specific detailed budget (or estimate) that has already been approved. Proposed schemes are those which Members have agreed to in principle but require a further, more detailed, report and business case to turn this into an approved scheme - these are entered in the Capital Programme as provisions subject to a future committee report. Provisions and estimates are equally important in financial forecasting terms as they are all built into the budget to ensure that when all added together (on the assumption that they will eventually be approved), they are affordable.
- 5.5 The updated Capital Programme is set out in exempt Appendix F. The changes to the Programme since its approval in February 2025 stem from phasing adjustments between financial years due to delays and/or future resourcing issues and the addition of the following:
- Telephony system upgrade £60,000 (CMC – Mar 2025)
 - Civic Centre fire system replacement £225,000 (CMC – May 2025)
 - St Ann’s Balustrade project £315,00 (CS Cttee September 2025)
 - Additional Pay & Display Parking machines £24,000 (E&S Cttee – Oct 2025)
 - Car Park maintenance programme £500,000 (CMC – Nov 2025)
 - Vehicle replacements £194,000 (CS Cttee - Jan 2026)
 - Replacement Play Areas £500,000 (CS Cttee - Jan 2026)
 - Heathervale Skate Park netting £30,000 (CS Cttee - Jan 2026)

Other adjustments have also been made in light of LGR, including the deferment of vehicle and IT system replacements pending decisions from the successor authority on the future operation of those services.

- 5.6 Members will note that the final few schemes above include items that were presented to the Community Services Committee earlier this month and are subject to referrals to this committee. It has been assumed that these two schemes will be approved by Members and the costs and financing streams have been included in the tables below. Should this not be the case then, the figures set out in the tables will reduce accordingly.
- 5.7 Taking these changes into account, the total Capital Programme costs over the next four years are estimated to be as follows:

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Capital Expenditure	Revised 2025/26	Budget 2026/27	Budget 2027/28	Budget 2028/29	Budget 2029/30
	£	£	£	£	£
Housing Revenue Account	18,333,725	13,937,800	20,635,000	19,625,000	14,483,000
Community Services	1,759,982	2,251,175	1,221,775	1,310,275	927,375
Environment & Sustainability	2,709,585	2,255,800	1,281,700	3,761,992	100,000
Corporate and Business Services	5,465,171	2,813,000	3,065,000	3,442,000	6,197,000
	28,268,463	21,257,775	26,203,475	28,139,267	21,707,375

- 5.8 The Capital Programme is funded in a number of ways. The proposed method for financing the programme over the next four years is set out in the table below.

Capital Financing	Revised 2025/26	Budget 2026/27	Budget 2027/28	Budget 2028/29	Budget 2029/30
	£	£	£	£	£
Housing Revenue Account Reserves	1,214,675	835,000	7,393,796	5,225,000	2,526,000
Housing Major Repairs Reserve	12,296,000	9,995,000	10,535,000	11,825,000	11,122,000
General Fund Reserves	115,000	-	-	-	-
Earmarked General Fund Reserves	4,113,258	3,394,300	2,423,900	6,093,266	4,047,750
Other Grants & Contributions:	3,186,506	4,968,275	2,017,903	3,635,475	1,745,475
Capital Receipts	7,343,024	2,065,200	3,832,876	1,360,526	2,266,150
	28,268,463	21,257,775	26,203,475	28,139,267	21,707,375

- 5.9 In the General Fund, capital receipts from the sale of assets have traditionally funded much of the Programme. As well as capital receipts, the Programme is now mainly funded by external grants, developer contributions from Section 106 agreements and the Community Infrastructure Levy and also from earmarked reserves for equipment replacement and property repairs and renewals. These two earmarked reserves fund a major part of the General Fund Capital Programme, but these reserves are topped up by annual contributions from the General Fund Revenue reserves and are therefore directly linked to the financial sustainability of the Council's revenue budget, as set out in the FS, as reported to this Committee in November.
- 5.10 In the Housing Revenue Account (HRA), tenant's rents fund the works to the Council's housing stock and, when a dwelling is sold, part of the sale proceeds are used to develop new homes.

Capital receipts

- 5.11 As part of the drive to reduce the Council's debt levels as required by MHCLG, the Council has stated as part of its Minimum Revenue Provision (MRP) Policy that:

“Capital receipts generated from the sale of investment properties funded by borrowing will be used to reduce the Council's overall CFR by the outstanding borrowed amounts against each property sold.”

This has had the effect of reducing the available “usable” capital receipts to finance future capital schemes.

- 5.12 Capital receipts generated from sales of Council dwellings are subject to special rules. Earlier this year the government amended these rules so that councils retain all

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of the receipts they generate but they must be set aside for debt repayment (i.e. the debt associated with that property) and for like for like (1-4-1) replacement. This latter amount is fed back into the capital programme to finance the purchase of HRA properties.

- 5.13 The current forecast for capital receipts, both general and set aside, is shown in the following table and is based on existing plans for property sales as agreed by the Corporate Management Committee:

	Revised 2025/26	Budget 2026/27	Budget 2027/28	Budget 2028/29	Budget 2029/30
	£	£	£	£	£
General Usable Receipts					
Receipts at 1 April	8,175,521	10,033,362	9,518,377	8,881,492	7,768,181
Add new receipts in the year	5,990,415	1,550,215	1,447,215	247,215	247,215
Less Applied during the year	(4,132,574)	(2,065,200)	(2,084,100)	(1,360,526)	(2,266,150)
Anticipated year end balance	10,033,362	9,518,377	8,881,492	7,768,181	5,749,246
General Fund Set Aside for Debt repayments					
Receipts at 1 April	0	0	0	0	0
Add new receipts in the year	0	0	15,280,000	0	0
Less Applied during the year	0	0	(15,280,000)	0	0
Anticipated year end balance	0	0	0	0	0
HRA Set Aside for HRA Debt repayments					
Receipts at 1 April	2,615,126	3,477,626	0	92,000	184,000
Add new receipts in the year	862,500	345,000	92,000	92,000	92,000
Less Applied during the year	0	(3,822,626)	0	0	0
Anticipated year end balance	3,477,626	0	92,000	184,000	276,000
HRA Set Aside for 1-4-1 Replacements					
Receipts at 1 April	4,653,521	1,808,071	2,173,071	789,295	1,154,295
Add new receipts in the year	365,000	365,000	365,000	365,000	365,000
Less Applied during the year	(3,210,450)	0	(1,748,776)	0	0
Anticipated year end balance	1,808,071	2,173,071	789,295	1,154,295	1,519,295

- 5.14 As seen in the above table, the Council's General Fund Usable reserves no longer fall below its approved minimum level of capital receipts of £2m (to be maintained for emergencies). This is due to the decision by this Committee in April 2025 agreeing to the sale of several surplus properties. Should the anticipated new receipts be delayed, it may be necessary to reprioritise the Capital Programme and delay or remove schemes.

6 Statement of the Chief Financial Officer

- 6.1 The Chief Financial Officer has a statutory duty under s.25 Local Government Act 2003 to make a statement on the adequacy of reserves and the robustness of the budget. The Act requires the Council to have regard to this statement in making its

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decisions at its budget and council tax-setting meetings. This statement is set out at Appendix G of this report, for consideration.

7 Policy framework implications

- 7.1 The budget report is an important part of the policy framework of the Council, setting the financial plan for the year ahead, in the context of the financial risks highlighted in the Financial Strategy, and providing a sustainable financial position to enable the Council to achieve its strategic objectives. As part of the policy framework, the budget is required to be considered by Full Council.

8 Resource implications/Value for Money

- 8.1 The budget sets out the resources required to deliver the Council's objectives for the year ahead and to support the Corporate Business Plan. Ensuring a balanced budget and a sustainable financial position over the medium to longer term are essential to ensuring value for money to the taxpayer and other stakeholders.
- 8.2 Sound financial planning is essential to the ongoing delivery of services and the sustainability of the Council's finances and forms a major part of the external auditors' opinion on the Council's use of its resources (known as the "Value for money conclusion." Continuing to build on the principles adopted during the Council's engagement with MHCLG under the Non-Statutory Best Value Notice will stand the Council in good stead for its ongoing conversations, its drive for continuous improvement and the delivery of its Best Value duty.

9 Legal implications

- 9.1 S.151 Local Government Act 1972 requires local authorities to make arrangements for the proper administration of their financial affairs while s.25 Local Government Act 2003 requires the Council to have due regard to a statement on the adequacy of reserves and the robustness of the budget, produced by the Chief Financial Officer, when making its budget decisions.
- 9.2 The Council is required to set a balanced budget, and the Chief Financial Officer must report under s.114 of the Local Government Finance Act 1988 if it appears to them that the expenditure of the authority incurred (or proposed to be incurred) in a financial year is likely to exceed the resources available to meet that expenditure.

10 Equality implications

- 10.1 Equality Impact Assessments will be undertaken, where appropriate, for any new schemes considered as part of the budget process before implementation.

11 Environment/Sustainability/Biodiversity implications

- 11.1 The budget proposals include specific, time-limited, revenue and capital budgets to support climate change initiatives. Other environmental, sustainability and biodiversity actions are included in service area plans and are anticipated to be met from existing budgets and grant funding. The Climate Change team have produced a high-level costed action plan for the decarbonisation of the Council's operational assets, for consideration by CMC in January 2026.

12 Risk implications

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- 12.1 Awareness and management of risk is an essential element of budget preparation, informing the level of resources expected to be needed to deliver the aims of the Council; the financial and demand pressures likely to be faced; and the level of contingency required to support the budget proposals.
- 12.2 This approach is in line with the Council's approved Risk Appetite statements. The overarching risk appetite statement reviewed and approved by Full Council in November 2024 (and currently being reviewed alongside the budget preparation) is as follows:

“Risk Management is a continuously evolving process, whereby the Council constantly seeks to refine and improve process, in order to support the delivery of its objectives and take a proportionate approach to risk. Identifying its risk appetite enables the Council to take a balanced approach in respect of risk by understanding the risk levels it may tolerate, and therefore target its scarce resources at the management of risks that cannot be tolerated. Effective risk management supports informed decision-making through the determination of the nature and extent of the principal risk exposure of the Council and how much risk it is capable of absorbing to achieve its objectives.”

- 12.3 The Council's financial risk appetite is set at “cautious” meaning that it seeks to protect itself from loss while remaining open to upside opportunities.
- 12.4 The statement of the Chief Financial Officer set out at Appendix G is in effect a risk analysis of the budget proposals in that it provides an opinion on the adequacy of reserves and the robustness of the estimates contained in the budget.

13 Human Resources and Organisational Development implications

- 13.1 The budget estimates for 2026/27 include salary budgets aligned to establishment lists through the operation of the integrated Payroll and HR system, provision for the annual cost-of living pay award and uplift in National Living Wage and revised staffing structures in areas where workforce planning has been undertaken (Assets and Regeneration, Legal Services). Budget amendments may be required once Members have considered the outcome of consultation on the Pay and Grading Review with the Council's recognised trade union and consideration of this has been given in assessing the minimum level of reserves to hold.
- 13.2 Work is on-going to support staff through change management in preparation for LGR and provision has been made for additional temporary resource costs which may be required to support implementation.

14 Timetable for implementation

- 14.1 The Committee's recommendations on the General Fund Revenue Budget and Council Tax level for 2026/27 will be considered by Full Council on 5th February 2026. The final approved budget will apply from 1st April 2026.

15 Conclusions

- 15.1 The budget estimates proposed for 2026/27 incorporate a risk-based approach, taking account of levels of uncertainty, assumptions about inflation and demand pressures, and available resources, within the context of the updated medium-term financial forecast and the proposed actions to improve financial sustainability set out in the FS.

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- 15.2 The proposals provide a budget that is intended to deliver on strategic priorities, approved within the Corporate Business Plan, support the implementation plans for LGR and deliver business-as-usual, while also ensuring the General Fund balance remains above the minimum recommended threshold.
- 15.3 This is not to underestimate the challenge ahead. There is a large programme of work to be delivered in 2026/27 in addition to core service activity and achievement of the aims set out in the Corporate Business Plan.
- 15.4 Unforeseen costs may arise as detailed work is undertaken to prepare for LGR, not least the potential for a significant impact on recruitment and retention. Additional in-year budget pressures may be identified requiring support from reserves. A limited amount of further savings and efficiencies may be implemented in the year, but the majority of identified initiatives will be set aside for consideration by the new council, rather than being taken forward ahead of LGR. The Capital and Investment Strategy continues to highlight the scarcity of capital resources and the risks relating to the Council's major income stream from its commercial property portfolio. Other risks are considered in more detail in Appendix G.
- 15.5 However, the pragmatic and prudent approach taken to date has enabled a positive budget to be prepared while the outcome of the Fair Funding Review and changing funding regime has not been as harsh as previously anticipated.

Recommendations approved:

- a. **the Revised Budget for 2025/26 and Revenue Budget Estimates for 2026/27, as set out in the report;**
- b. **an increase to the Band D Council Tax level of 2.99% (£5.86) from £196.14 to £202.00;**
- c. **Maintenance of the minimum threshold for the General Fund Working Balance at £5m;**
- d. **The transfers to and from Reserves as set out in the report including the use of an additional £250,000 from the Service Transformation Reserve to support preparation for local government reorganisation**
- e. **The Capital Programme as set out**

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Statement of the Chief Financial Officer

Amanda Fahey - Assistant Chief Executive & s151 Officer

1 Introduction

- 1.1 Section 25 of the Local Government Finance Act 2003 places a statutory duty on the Chief Financial Officer to report to the authority, at the time the budget is considered, and the council tax is set, on:
 - the robustness of the estimates included in the budget, and
 - the adequacy of the proposed financial reserves
- 1.2 The Act requires councillors to have regard to the report in making decisions at the Council's budget setting and council tax setting meeting(s).
- 1.3 In expressing this opinion, I have considered the financial management arrangements of the Council, the overall financial and economic environment, the financial risk facing the Council, the budget assumptions, the level of reserves, and the Council's overall financial standing.

2 Financial Management Arrangements

- 2.1 The Council has a rigorous system of budget monitoring and financial control in place, with regular reporting at Committee level. Comprehensive financial regulations sit within the Council's Constitution, providing a transparent framework for budget management, supplemented by Contract Standing Orders which support the procurement of value-for-money goods and services. A project management ethos is embedded within the organisation and key performance indicators are used to monitor outcomes.
- 2.2 The Council demonstrates a commitment to ongoing review and continuous improvement in its financial arrangements, as exemplified by its on-going engagement with MHCLG to ensure that it is still meeting the expectations set out by Ministers when the non-statutory Best Value Notice, received in December 2023, was not renewed at its 12-month review date in December 2024. The expiry letter set out how the Council was expected to continue its improvement journey, taking steps to reduce and manage its overall debt, and maintaining its open engagement with the department. Quarterly meetings have continued throughout the year, and the budget reflects steps taken in 2025/26 for the early repayment of debt, the setting aside of voluntary revenue provision towards the repayment of debt and the identification of surplus assets for sale. Work will continue during 2026/27 to identify further opportunities for debt reduction.
- 2.3 The Council used the Best Value process as an opportunity to self-reflect and invite external scrutiny and challenge, assessing organisational culture and adherence to the Best Value Duty, commissioning an external review of the Council's companies, and undertaking a Corporate Peer Challenge (CPC) with the Local Government Association in October 2024. During 2025/26, the Council revisited its self-assessment exercise and delivered against areas for improvement, reporting these to Members via the Standards and Audit Committee. A [Progress Review](#) visit took place with the CPC Team in September 2025, delivering positive feedback delivered on the Council's progress against actions identified in October 2024.
- 2.4 In addition to weekly meetings of the Corporate Leadership Team (CLT) and monthly meetings of the wider senior leadership team (SLT). The Continuous Improvement Programme Board meets on a regular basis to assess progress of key programmes

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such as savings and efficiencies and Service Review, monitors LGR implementation planning, and receives escalation of risk matters from CLT when it is identified that risk mitigation plans are not progressing sufficiently against key corporate risks.

- 2.5 The Council's internal audit service provides assurance over the main financial system and processes, which consistently achieve a "reasonable" or "substantial" rating, and contribute to the overall opinion from the internal auditor that the Council has adequate and effective management, control and governance processes in place to manage the achievement of its objectives. Progress against the 2025/26 audit plan is on track and planning work has commenced on the production of the 2026/27 internal audit plan. This has included discussion at both CLT and SLT level, and a wider discussion amongst s151 officers of the Districts and Boroughs that will come together in the West Surrey Council, to determine any shared risks or identification of areas for review that would be appropriate across the wider area, to provide assurance going into LGR.
- 2.6 The budget has been prepared within the terms of the Financial Strategy approved by Full Council in December 2025, and in consideration of the key financial risks identified therein. This includes giving due consideration to the effects of the prevailing economic conditions and the impacts of changing interest rates, service demand levels, and the need to support vulnerable residents. The budget is built up from detailed returns by individual budget holders who have the knowledge of the costs, commitments, and anticipated income for their areas, supported by their accountants. Member scrutiny is provided at individual committee level for fees and charges; by the Housing Committee for the Housing Revenue Account estimates; and the Corporate Management Committee for the General Fund estimates before the overall budget is considered by all Members at Full Council.
- 2.7 Several Member briefing sessions have been held throughout the year, ahead of Corporate Management Committee, when key financial items have been tabled for consideration, so that Members have an opportunity to delve into the context and background of these reports to inform understanding and enhance the public debate. This has been particularly beneficial when complex property reports are coming forward for decision to ensure Members have all of the information required to support robust financial management, given the importance of commercial property income to the Council's finances. Other sessions have been presented covering topics such as Anti-Fraud and Corruption, and Risk Management.
- 2.8 The Council continues to meet requirements to produce a suite of financial management reporting, including the budget estimates for both the General Fund and the Housing Revenue Account, the Financial Strategy, Treasury Management and Investment Strategies and Capital Strategy, which together form the framework for financial decision-making in the Council. These are supplemented by the Asset Management Strategy which sets out the processes for managing both operational and investment assets.
- 2.9 Performance against these strategies is supplied through the budget monitoring process; the quarterly scrutiny of Treasury Management and Property Investment at both Corporate Management Committee and the Overview and Scrutiny Select Committee (O&S); the reporting of key performance indicators; and detailed reporting on the progress against savings delivery to O&S. In addition, the Standards and Audit Committee receive reports from both the external and internal auditors throughout the year, including reporting on the progress of recommendations made.

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- 2.10 The Council has due regard to both statutory and non-statutory guidance including the Prudential Code for Capital Finance in Local Authorities, and related Investment Guidance and seeks to understand the effects of potential changes in legislation resulting from new Acts of Parliament, which may impact the way it manages its finances, such as the Levelling up and Regeneration Act 2023.
- 2.11 A factor which may create a perceived weakness in the Council's financial arrangements, is the severe delays in local authority external auditing. The government and the wider audit system, have introduced measures intended to address the audit backlog, including statutory "backstop" dates by which prior year audits must be completed, or a disclaimer is issued setting out why the audit has not been completed.
- 2.12 At the time of writing this statement, draft audit opinions from BDO for the years 2019/20 to 2022/23 have been presented to the Standards and Audit Committee and Full Council, with final sign off expected to take place early in the New Year. Grant Thornton (the Council's new auditor from 2023/24 onwards) issued a draft opinion for 2023/24 and are currently in the process of auditing the Council's accounts for the financial year 2024/25.
- 2.13 Due to the imposition of the backstop dates, the auditors were unable to complete their audit work for the year's 2019/20 to 2023/24 so the audit opinion for each of these years has been disclaimed.
- 2.14 BDO raised a challenge as to the legality of a commercial property transaction in the 2019/20 accounts, to which the Council has responded. This resulted in an adverse "value for money" opinion being provided in respect of 2019/20 only. No significant weaknesses in arrangements have been identified in subsequent VFM work. Significant reforms are underway to change the audit regime for local government, and many overdue audits across the sector have now been delivered, although with little or no assurance being provided due to the disclaimed opinions. While assurance over local authority accounts is starting to be rebuilt, this will take some time.
- 2.15 While there remains an underlying risk until such time as the system-wide backlog is cleared and a system of timely financial reporting is restored, the risk to local financial management is mitigated by the requirement for the Chief Financial Officer to sign off the annual statements as a true and fair view of the Council's financial position, and by the robust financial controls mentioned in earlier paragraphs.
- 2.16 I consider the financial management arrangements of the Council to be sufficiently robust to maintain adequate and effective control of the budget for 2026/27.

3 Financial and Economic Environment, Risks and Assumptions.

- 3.1 As noted earlier, the budget has been prepared in consideration of the key financial risks identified in the FS including the current economic landscape and inflation levels. Assumptions have been made within the budget of the effect of inflation on costs and income projections, taking into account not only the rising costs of goods and services that the Council purchases but also the affordability of fees and charges to the ultimate consumer. The accuracy of these assumptions has an important interaction with the level of reserves it is felt appropriate to hold. No budget will ever be 100% accurate, as both costs and demand change over time, and it is essential therefore to hold a sufficient buffer to allow for variation in the estimates.

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- 3.2 A series of budget challenge exercises have once again been undertaken in order to test the reasonableness and robustness of the estimates within each service area. This exercise used actual spend and income data for each of the past three years in order to inform the estimates, while also taking account of the expertise of budget managers, and their awareness of the future landscape for their own services.
- 3.3 The budget includes a provision for a cost-of-living pay award for 2026/27 which will also encompass the increase to the National Living Wage from 1 April 2026. This provision seeks a balance between rewarding staff appropriately while having due regard to the Council's overall financial position. The final pay settlement will be subject to future negotiation and therefore the figures contained in the budget may need to be amended once the outcome is known. Staffing costs will also be affected should the extensive pay and grading review recently undertaken be implemented following consultation with the Council's recognised trade union. As the outcome of the consultation, and Members decision on whether to implement any recommendations, is not yet known, no provision for this has been made in the budget. However, sufficient reserves are held in the short term to address any immediate pressures arising from this work.
- 3.4 Under the Provisional Local Government Finance Settlement, the Council's core spending power (CSP) has remained stable, increasing 1.3% compared to 2025/26 when considering comparative figures under the new methodology for calculating the core resources available. Additional income outside of CSP has been provided under the Extended Producer Responsibility for Packaging Scheme, which has built on year 1 allocations in 2025/26, using more recent data, providing a significant uplift to figures from 2025/26 onwards.
- 3.5 The Fair Funding Review has replaced many previous grants with consolidated grants, with many being rolled into a revised Revenue Support Grant, to simplify funding arrangements.
- 3.6 Allocations of the constituent authorities will be brought together from 2027/28 when the new unitary councils are formed in Surrey.
- 3.7 The Council uses a range of sources to support its financial modelling and budgetary assumptions, to plan its use of resources and make prudent estimates in its budget. It has also adopted an approach whereby savings are not included in the estimates until they are reasonably assured of delivery, thus avoiding the masking of budget pressures with potential savings that may later prove undeliverable.
- 3.8 Necessary growth has been included in both the revenue and capital budgets, largely relating to one-off costs to support priority areas of the Corporate Business Plan, to improve the appearance of the Borough and to complete existing projects. The largest revenue growth item is a provision for the early implementation costs of the new authority, which has been spread across all of the constituent authorities.
- 3.9 A moratorium on future growth has been included in the FS and where growth is unavoidable, the assumption will be that wherever possible, funding will be met from external resource or via internal transfers rather than from working balances.
- 3.10 The Council continued to develop and embed its approach to risk management throughout 2025/26 including reviewing the Council's risk appetite statements, rolling review of the Corporate Risk Register (CRR) with senior management, and regular risk reporting to the Standards and Audit Committee including deep dive into cross-cutting risk area such as compliance. Risk management is an essential thread

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throughout the budget-building process as it allows reasonable estimates to be formed on the basis of knowledge and evidence, the level of risk relating to each activity and the mitigation undertaken to lessen that risk. Following review of the CRR, any risks that are not being sufficiently mitigated, or where mitigation plans are not being implemented with sufficient urgency, are escalated to the Continuous Improvement Programme Board for review and oversight. This has led in 2025/26 to one risk becoming a new workstream for the Service Review Programme, to ensure a corporate approach to resolving the risk is taken (Digital switchover).

- 3.11 The local government sector has seen risk management (including good governance and financial decision-making) come sharply into focus in recent years given the number of local authorities either declaring a s114 notice or raising concerns of future difficulties. Government's response has been to tighten legislative requirements and statutory guidance, such as its powers to intervene where a Best Value failure risk may be identified, and the introduction of the Capital Risk Metrics contained in the Levelling Up and Regeneration Act 2023. As noted earlier in the statement, the Council has been responsive to this environment, and the budget demonstrates the effectiveness of its approach to financial sustainability through the delivery of saving and efficiencies and maintenance of reserves above a minimum risk-based threshold.
- 3.12 The budget proposals recognise the risks surrounding the generation of income through commercial property and seek to mitigate this through its management and governance processes, its Asset Management Strategy, and earmarked reserves which are used to maintain properties in a lettable condition and to manage fluctuations in rental income due to lease events e.g., when rent free periods are offered at the commencement of a tenancy. Where investment properties no longer support the financial sustainability of the Council, alternative use is considered, including divestment and detailed financial appraisal is undertaken to support decision-making.
- 3.13 While significant borrowing has been undertaken by the Council in prior years, and a large proportion of this has been for the purchase of investment properties, borrowing has also supported the Council's housing stock, the provision of leisure facilities and the regeneration of two of its town centres, providing residential accommodation, cinemas, restaurants and other leisure-based activities in addition to retail units.
- 3.14 Risk is mitigated through the approval of the annual Treasury Management Strategy and Capital and Investment Strategy, and through the formalisation of its moratorium on additional commercial investments, primarily for yield. Provision is made for the repayment of debt (minimum revenue provision and additional voluntary repayments) as well as for interest charges, and all borrowing has been at fixed rate to avoid interest rate risk. The differential between current borrowing rates and those pertaining to existing loans has enabled significant discounts to be realised on the early repayment of £19m of borrowing. However, the Council does have internal borrowing that will need to be replaced by external borrowing at a future time, at higher rates than previously obtained. The Council currently uses an annuity method to calculate its minimum revenue provision, meaning costs are lower in the shorter term but rise over time. If it were to move to a straight-line methodology, significant additional costs would need to be built into the forecast and would make the Council's financial position unviable without major restricting of the council's debt position and asset portfolio.
- 3.15 The level of working balances is determined via a risk-based approach ensuring a sufficient threshold is maintained to allow for variations in the budget estimates to be

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managed while the programme of service review and savings, efficiencies and income generation initiatives provide further mitigation of financial risk and supports the overall financial sustainability of the Council. It is however noted that the scope for major savings initiatives is limited in the run-up to LGR, where the focus is likely to be on the delivery of a safe and legal authority before any significant transformation is undertaken in subsequent years.

- 3.16 Due to the approach of LGR, the budget proposals focus on the current and next year (2025/26 and 2026/27). Nevertheless, a full medium-term forecast, prepared under an “as is” basis has been included in the report to provide context for current decision-making. Limited LGR-related costs have been included in the form of the Council’s contribution to implementation costs, and a proposal to ring fence an additional £250,000 of the existing Service Transformation Reserve to support any necessary work in preparation for reorganisation, including consultancy or additional staff resource. This will allow the Council to respond when needed, providing relevant data and expertise to inform the future shape of local government in West Surrey.
- 3.17 I consider that these budget proposals take due regard to risk, including the financial and economic environment, and that the assumptions within the budget are reasonable and the estimates used are robust.

4 Level of Reserves and overall Financial Standing

- 4.1 As already noted, there has been an increasing focus on the financial sustainability of local government over the past few years, not least due to the upsurge in the number of s114 reports being issued, where Chief Financial Officers formally record the likelihood that the Council’s expenditure will exceed its available resources. In addition, the audit regime is tightening, with an increased focus on the “value for money” conclusion where the auditor reports on the Council’s use of its resources.
- 4.2 The Council has demonstrated its financial probity through its interaction with MHCLG during the NS BVN period and in the year following the expiry of the Notice, providing ministers with the required assurance as to the Council’s capacity to comply with its Best Value Duty. It has been open and transparent, welcoming external review both from MHCLG and through participation in the LGA’s CPC process.
- 4.3 Another tool to assist in gauging the financial soundness of the Council is Cipfa’s Financial Resilience Index. The Resilience Index is a comparative analytical tool that may be used to support good financial management and provide a common understanding of a council’s financial position. The Index shows the Council’s position on a range of measures associated with financial risk with a considerable focus on the level of reserves and movement on reserves, over a four-year period.
- 4.4 The data for the latest Financial Resilience Index (pre-released to Chief Finance Officers in December 2025) is obtained from the revenue expenditure and financing England outturn report (‘RO forms’) and the capital outturn return (‘COR C’) 2024/25. It reflects figures submitted by local authorities to MHCLG, published in December 2025, with comparative data for each year back to 2017/18. The findings from this year’s Financial Resilience Index show that across the sector usable reserves continue to fall, debt levels are rising and social care expenditure remains high. The index now also includes a measure of the ratio of homelessness costs to net revenue expenditure (NRE).

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- 4.5 Local authorities use reserves as a working balance to help cushion the impact of uneven cash flows or as a contingency to mitigate the impact of unexpected events or emergencies. Balancing the annual budget by drawing on general reserves may be viewed as a legitimate short-term option. However, it is not normally prudent for reserves to be used to finance recurrent expenditure. CIPFA has commented that councils should be particularly wary about using one-off reserves to deal with shortfalls in current funding. This means that those who are reliant on reserves to balance their budgets over a sustained period, will be vulnerable to financial instability if they have a weak reserves position.
- 4.6 Runnymede scores in the low-risk area on this index in all the measures relating to reserves other than for change in Housing Revenue Account reserves, which is showing moderate risk. Unsurprisingly the index demonstrates higher risk indicators for Runnymede for those measures referencing level of debt and borrowing costs. When considering financial sustainability, large debt becomes an issue when the means to payback that debt fail. Strong governance and good financial management surrounding the debt portfolio are essential to maintain resilience. This has been tested extensively under the Cipfa review and the NS BVN response and is evident in the budget proposals which show sufficient resource to cover borrowing costs and statutory provisions for debt repayment and indeed go further in setting aside additional voluntary contributions for debt repayment. The Council has committed to reduce its overall debt position. The Council is showing at the higher-risk end of the comparator tool for its homelessness costs which are measured as a ratio against general fund net revenue expenditure.
- 4.7 The Council holds both earmarked reserves for specific purposes, as set out in the Appendix E of the report, and a General Fund “Working Balance” to support the Revenue Account. The balance at the start of the current financial year was £21.1m, rising to £24.1m by the close of 2025/26, dipping slightly in 2026/27 before rising back to £24.1m at the close of 2027/28. From 2027/28 onwards, there is a stepped decline due to cost pressures within the budget and assumptions about future investment income and funding changes. Without corrective action the working balance is forecast to fall to £12.5m by the end of 2030/31 which remains more than double the minimum threshold of £5m. This is a strong position to be in with the levels of uncertainty and financial challenge referred to in the budget report.
- 4.8 This position will be exacerbated by potential future sales of investment property to support debt repayment, as the loss of rental income from these assets is likely to outweigh the benefit of any reduction in borrowing costs once the capital receipt has been used to repay debt. Careful consideration of these factors has been included in the estimates and in assessing the level of reserves required to support financial sustainability.
- 4.9 Taking all of these matters into account, I consider the level of reserves presented in the budget estimates to be adequate to support the on-going financial sustainability of the Council.

5 Conclusions

- 5.1 The Council continues to respond well to the challenging financial landscape in which it operates. The budget presented in this report provides a significant contribution to general fund reserves in 2025/26, and a broadly balanced budget over the following two years. While the forecast for future years shows anticipated use of these reserves to support the budget, this is before any further savings measures are included. The successful track record for the delivery of savings over the past three

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years should provide confidence in the Council's approach to financial sustainability, which has contributed to this healthy position and facilitated significant growth in the current financial year.

- 5.2 For as long as cost inflation outstrips increases in income and funding, the Council will always need to make efficiencies to maintain a balanced budget and avoid depleting its reserves. This will require Members and officers to continue to practice strong financial discipline. One key pressure will be the delivery of capital schemes for which resources are limited. This may lead to additional pressure being put on the Revenue budget to directly support new capital spending. This is one of several reasons to support the maintenance of reserves at the levels in the forecast, rather than allowing them to be depleted in the short term.
- 5.3 There will be many challenges ahead for the new unitary authority as it brings together lower tier council services from across the west of Surrey and incorporates upper tier functions for the County Council. Runnymede Borough Council has its part to play in this implementation, by ensuring its funds are used wisely in the coming year for the benefit of its residents and for the future health of West Surrey Council. The Council has built a solid foundation for this work.
- 5.4 In conclusion, the Council has proven its ability to manage its finances through good governance, prudent use of reserves and a successful programme of savings delivery, delivering a budget that maintains its general fund balance above its stated minimum threshold throughout the medium-term forecast. Taking all of the above into account, as the Council's Chief Financial Officer, I am satisfied that the budget proposals set out in this report are robust and sustainable and that the level of reserves is adequate to address the financial risk facing the Council.

Amanda Fahey
Assistant Chief Executive & s151 Officer

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COUNCIL TAX RESOLUTION 2026/27

Following consideration of its budget, the Council is required under Statute to make a formal resolution in respect of the amount of Council Tax to be levied in Runnymede Borough for the financial year commencing 1st April 2026.

The figures below have been calculated in accordance with regulations made under Sections 31B (3) and 34 (4) of the Local Government Finance Act 1992 (as amended) (“the Act”).

1. To note that the Corporate Management Committee at its meeting on 11th December 2025, calculated the Council Tax Base 2026/27 for the Council as 36,497.4 in accordance with Regulation 3 of the Local Authorities (Calculation of Council Tax Base) (England) Regulations 2012.
2. That the following amounts now be calculated for the year 2026/27 in accordance with Sections 31 to 36 of the Act:
 - (a) £107,171,076.06 being the aggregate of the amount which the Council estimates for the items set out in Section 31A (2) (a) to (f) of the Act;
 - (b) £99,798,601.26 being the aggregate of the amount which the Council estimates for the items set out in Section 31A (3) (a) to (d) of the Act;
 - (c) £7,372,474.80 being the amount by which the aggregate at 2(a) above exceeds the aggregate at 2(b) above, calculated by this Council in accordance with Section 31A (4) of the Act as its Council Tax requirement for the year.
 - (d) £202.00 being the amount at 2(c) above, divided by the Council Tax base (item 1 above), calculated by the Council, in accordance with Section 31B (1) of the Act, as the basic amount of its Council Tax for the year (including Parish precepts)
 - (e) £0.00 being the aggregate amount of all special items (Parish precepts) referred to in Section 34(1) of the Act
 - (f) £202.00 being the amount at 2(d) above less the result given by dividing the amount at 2(e) above by the Council Tax base, calculated by the Council in accordance with Section 34(2) of the Act as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no special item (Parish precept) relates.
 - (g) That the following amounts be calculated for the year 2026/27 in accordance with Sections 31 to 36 of the Act as amended.

Valuation Band	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Runnymede Borough Council	134.67	157.11	179.56	202.00	246.89	291.78	336.67	404.00

Being the amounts given by multiplying the amount at 2(f) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a valuation band ‘D’ calculated by the Council in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

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3. To note for the year 2026/27 Surrey County Council and the Police and Crime Commissioner for Surrey have stated the following amounts in precepts issued to the Council, in accordance with Section 40 of the Act for each of the categories of dwelling in the Council's area as shown below:

Valuation Band	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
County Council	1,292.28	1,507.66	1,723.04	1,938.42	2,369.18	2,799.94	3,230.70	3,876.84
Police & Crime Commissioner	235.05	274.22	313.40	352.57	430.92	509.27	587.62	705.14

4. That, having calculated the aggregate in each case of the amounts in 2(g) and 3 above, the Council, in accordance with Sections 30 to 36 of the Local Government Finance Act 1992 as amended by the Localism Act 2011, hereby sets the amounts of Council Tax for the year 2026/27 for each of the categories of dwellings:

Valuation Band	A	B	C	D	E	F	G	H
	£	£	£	£	£	£	£	£
Total Council Tax due	1,662.00	1,938.99	2,216.00	2,492.99	3,046.99	3,600.99	4,154.99	4,985.98

5. The Council has determined that its relevant basic amount of Council Tax for 2026/27 is not excessive in accordance with the principles approved under Section 52ZB of the Act.

As the billing authority, the Council has not been notified by a major precepting authority that its relevant basic amount of council tax for 2026/27 is excessive and therefore the billing authority is not required to hold a referendum in accordance with Section 52ZK of the Act.

6. The payment dates for the statutory ten monthly instalments scheme be set to run from 1 April 2026 to 1 January 2027.

The Council Tax (Administration and Enforcement Regulations 1992 allow customers to opt out of the ten monthly instalment scheme and request payment over a 12-month period. Where this is requested, the Council authorises that the payment dates are to be on such a day in each month as is most efficient for administrative purposes.

Explanatory Note: The following narrative provides some additional explanation of the figures contained within the formal resolution at section 2.

2(a)	£107,171,076.06	This represents the gross expenditure of the Council
2(b)	£99,798,601.26	This represents the total income to the Council, including Government support and share of any Council Tax surplus from prior years
2(c)	£7,372,474.80	This represents the balance to be raised by Council Tax (including any Parish precepts)
2(d)	£202.00	This represents the average Band D Council Tax for the year (including any Parish precepts)
2(e)	£0.00	This represents the amount reapportioned to specific areas under special expenses or Parish precepts. There are no such charges for Runnymede Borough Council
2(f)	£202.00	This represents the average Band D Council Tax excluding the amounts covered by special expenses or Parish precepts. As there are no such charges in Runnymede, the Band D amount remains the same as in 2(d)

Medium-Term Financial Forecast 2025/26 to 2030/31 - General Fund Summary

	Estimate 2025/26 £'000	Probable 2025/26 £'000	Forecast 2026/27 £'000	Forecast 2027/28 £'000	Forecast 2028/29 £'000	Forecast 2029/30 £'000	Forecast 2030/31 £'000
2025/26 Base budget	20,625	20,625	20,625	20,625	20,625	20,625	20,625
Budget adjustments	722	1,506	396	507	573	1,738	25
Inflation	0	0	1,081	2,123	2,890	3,670	4,465
Adjusted base budget A	21,347	22,131	22,102	23,255	24,087	26,034	25,115
Accounting adjustments:							
- Reversal of depreciation charges	(1,991)	(1,991)	(1,991)	(1,991)	(1,991)	(1,991)	(1,991)
- Capital charge to HRA	(43)	(43)	(43)	(43)	(43)	(43)	(43)
- RCCO - Revenue Contributions to Capital Outlay	0	75	0	0	0	0	0
- Transfer from Financial Instruments Reserve	(570)	(939)	(939)	(939)	(939)	(939)	(939)
Transfers to/(from) reserves:							
- Business rates equalisation reserve	0	(3,735)	0	0	0	0	0
- Car parks reserve	70	(27)	137	100	100	100	100
- Environment Act Initiatives	250	0	0	0	0	0	0
- Equipment repairs and renewals reserve	1,000	1,000	1,000	1,000	1,000	1,000	1,000
- External Audit Fee reserve	(20)	(189)	(63)	0	0	0	0
- Infrastructure Feasibility Reserve	0	(161)	0	0	0	0	0
- Investment property income equalisation reserve	750	1,263	1,430	648	(2,863)	(4,367)	(4,367)
- Local Plan	(186)	0	(81)	(70)	0	0	0
- Planned underspend reserve	0	(1,011)	0	0	0	0	0
- Property repairs and renewals reserve	750	750	750	750	750	750	750
- Service transformation reserve	0	(412)	(265)	0	0	0	0
- Tennis court replacement reserve	14	14	14	14	14	14	14
Treasury and Financing:							
- Investment property income (net)	(25,146)	(25,763)	(25,930)	(25,148)	(20,701)	(19,197)	(19,197)
- Investment & dividend Income	(1,700)	(900)	(900)	(1,000)	(1,100)	(1,000)	(900)
- Interest on loans to RBC companies	(2,102)	(2,102)	(2,102)	(2,102)	(2,102)	(2,102)	(2,102)
- Capital financing costs	12,603	12,162	12,544	13,049	13,779	14,282	14,925
- Minimum Revenue Provision (MRP)	5,167	5,307	5,519	5,740	5,970	6,208	6,457
- Voluntary Revenue Provision (VRP)	570	939	939	939	939	939	939
Government Grants (Non-Service Specific)							
- New Homes Bonus	(775)	(775)	0	0	0	0	0
- Minimum Funding Guarantee/Funding Floor	(280)	(280)	0	0	0	0	0
- NI increase offset	(220)	(153)	0	0	0	0	0
- Extended Producer Responsibility Grant (EPR)	(748)	(1,260)	(1,290)	(1,316)	(1,342)	(1,369)	(1,396)
- Revenue Support Grant (RSG)	(90)	(90)	(3,580)	(3,208)	(2,813)	(2,813)	(2,813)
Budget requirement B	8,650	3,810	7,251	9,678	12,745	15,506	15,551
Funded by:							
- Business rates retention scheme	(3,100)	635	(1,120)	(2,515)	(2,565)	(2,565)	(2,565)
- Share of Business Rates (surplus)/deficit for prior years	0	0	2,000	0	0	0	0
- Share of Council Tax (surplus)/deficit for prior years	(77)	(77)	(174)	0	0	0	0
- Share of Business Rate Pooling Fund gain	(500)	(444)	0	0	0	0	0
Sub total of government funding C	(3,677)	114	706	(2,515)	(2,565)	(2,565)	(2,565)
Net demand (B less C)	4,973	3,924	7,957	7,163	10,180	12,941	12,986
Tax base - Band D equivalent numbers	35,814.4	35,814.4	36,497.4	36,697.4	36,897.4	37,097.4	37,297.4
Band D tax per year	196.14	196.14	202.00	208.04	214.27	220.67	227.27
Council tax income D	(7,025)	(7,025)	(7,373)	(7,635)	(7,906)	(8,186)	(8,477)
Use of / (contribution to) Working Balance	(2,052)	(3,101)	584	(472)	2,274	4,755	4,509
General Fund Working Balance							
Working Balance at start of year	23,729	21,047	24,148	23,564	24,036	21,762	17,008
Use of working balance	2,052	3,101	(584)	472	(2,274)	(4,755)	(4,509)
Working balance at end of year	25,781	24,148	23,564	24,036	21,762	17,008	12,498
Over / (Under) minimum balance level of £5m	20,781	19,148	18,564	19,036	16,762	12,008	7,498

Adjustments to the 2025/26 base budget

Probable 2025/26 £'000	Forecast 2026/27 £'000	Forecast 2027/28 £'000	Forecast 2028/29 £'000	Forecast 2029/30 £'000	Forecast 2030/31 £'000	Comments
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Housing Committee

Base Budget as per 2025/26 Budget Book	1,616	1,616	1,616	1,616	1,616	1,616	
General - 6% Budget Challenge exercise	(23)	(23)	(23)	(23)	(23)	(23)	
Housing Enabling - Private Sector Stock Condition Survey			35				35 Undertaken every 3 years - next due 2026/27
Housing Advice - Use of Homelessness Reduction Grant			20	20	20	20	20 Use of Homelessness Reduction Grant for Housing Advice in 26/27 (£20,000) dropping out of budget
Housing Register - Use of Homelessness Reduction Grant			9	9	9	9	9 Use of Homelessness Reduction Grant for Housing Register in 26/27 (£9,000) dropping out of budget
Leased Properties - Reactive maintenance	16	5					Planned Underspend carried forward from 2024/25
Homelessness - Increased rental income	(24)						
Homelessness - Reduction Grant funding of staff			200	200	200	200	200 Grant dropping out in 2027/28 onwards
Magna Carta Lettings - Use of Homelessness Reduction Grant			133	133	133	133	133 Use of Homelessness Reduction Grant for Magna Carta Lettings in 26/27 (£133k) dropping out of budget
Housing Benefits - Household Support Fund	50						Approved as part of Financial Strategy Report - CMC Nov 25
Housing Benefits - Increased rent rebate subsidies		(332)					
2025/26 Growth Bid - Corporate debt and financial inclusion service	60	60	60	60	60	60	60 Approved at CMC 10 April 2025
	1,695	1,326	2,050	2,015	2,015	2,050	

Community Services Committee

Base Budget as per 2025/26 Budget Book	3,562	3,562	3,562	3,562	3,562	3,562	
General - 6% Budget Challenge exercise	(15)	(15)	(15)	(15)	(15)	(15)	
General - Budget Challenge exercise	(70)	(70)	(70)	(70)	(70)	(70)	
Centres for older people - Loss of rent at Woodham		64	64	64	64	64	64 Ambulance parking no longer received
Community Meals - Lower level o usage and increased costs	41	22	22	22	22	22	
Community Alarm - Lower level usage and increased costs	15						
Community Alarms - Casual overtime budget (CMC - Apr25)	26						Planned Underspend carried forward from 2024/25
Community Alarms - Loss of Government Grant	25	25	25	25	25	25	
Safer Runnymede - Addlestone One & Magna Square integration	24	15	15	15	15	15	15 Community Services Cttee 10 Sept 2025
Safer Runnymede - Loss of contract income / Income target not achieved	94	121	121	121	121	121	
Leisure Development - Due diligence in relation to Padel Tennis at the Egham Orbit site	3						Planned Underspend carried forward from 2024/25
Leisure Development - Condition Surveys for infrastructure in Parks & Open Spaces		25					Agreed by full Council 9 Feb 2026
Grant Aid - Relating to beacon lighting	4						Planned Underspend carried forward from 2024/25
Grant Aid - s106 funding for prior year grants	(64)	(17)	(17)	(17)	(17)	(17)	
Halls - Anticipated savings from sale of the Hythe Social Centre		(20)	(20)	(20)	(20)	(20)	
	3,645	3,712	3,687	3,687	3,687	3,687	

Environment and Sustainability Committee

Base Budget as per 2025/26 Budget Book	6,702	6,702	6,702	6,702	6,702	6,702	
General - 6% Budget Challenge exercise	(150)	(150)	(150)	(150)	(150)	(150)	
General - Budget Challenge exercise	(59)	(57)	(57)	(57)	(57)	(57)	
Refuse - SCC withdrawal of Surrey Environmental Partnership Funding		100	100	100	100	100	
Green Waste - Annual subscription numbers and bin sales less than expected	42	35	35	35	35	35	
Street Cleansing - Out-of-Town Bin Replacements	13						Approved as part of Financial Strategy Report - CMC Nov 25
Parks & Open Spaces - Borough wide tree survey		(100)	(100)	(100)	(100)	(100)	(100) One off provision dropping out (£150k in total - £50k from HRA) - ES Cttee - Sept 23
Parks & Open Spaces - Tree works		(45)	(45)	(45)	(45)	(45)	(45) One off growth item dropping out of budget (CMC Nov 2023 - covering period up to results of survey)
Parks & Open Spaces - St Ann's Hill - Rents & Leases		(22)	(22)	(22)	(22)	(22)	(22) Rental of site from 2026/27 onwards assuming RTB issue resolved (CMC June 2024).
Parks & Open Spaces - Computer Licences for Tree Software	8						Planned Underspend carried forward from 2024/25
Parks & Open Spaces - Security Fees - expenditure more than anticipated	10						

Adjustments to the 2025/26 base budget

	Probable 2025/26	Forecast 2026/27	Forecast 2027/28	Forecast 2028/29	Forecast 2029/30	Forecast 2030/31	Comments
	£'000	£'000	£'000	£'000	£'000	£'000	
Parks & Open Spaces - Loss of Government Grant	9	9	9	9	9	9	
Grounds Maint Spaces - "Hit Team" Project	55	25					Approved as part of Financial Strategy Report - CMC Nov 25
Cemeteries - income lower than anticipated	13	10	10	10	10	10	
Energy Management & Climate Change - Pump Prime Fund adjustments	35	35	(65)	(65)	(65)	(65)	3 yr growth item approved at CMC in Nov 2023. (£100k dropping out in 27/28)
Energy Management & Climate Change - Promotion of events	7						Planned Underspend carried forward from 2024/25
Energy Management & Climate Change - Biodiversity Projects	20						Approved as part of Financial Strategy Report - CMC Nov 25
Car Parks - Car park surveys	40						Planned Underspend carried forward from 2024/25
Car Parks - Car park Maint, Bike racks & Signage	207						E&S October 2025
Car Parks - Income higher than anticipated	(63)	(63)	(63)	(63)	(63)	(63)	
Borough Highways - stage 2 Local Cycling and Walking Infrastructure Plan	161						Agreed by CMC on 14 July 2022. Offset by transfer from Infrastructure reserve
	7,050	6,479	6,354	6,354	6,354	6,354	
Licensing Committee							
Base Budget as per 2025/26 Budget Book	31	31	31	31	31	31	
General - Budget Challenge exercise	(1)	(1)	(1)	(1)	(1)	(1)	
	30	30	30	30	30	30	
Regulatory Committee							
Base Budget as per 2025/26 Budget Book	125	125	125	125	125	125	
None reported							
	125	125	125	125	125	125	
Planning Committee							
Base Budget as per 2025/26 Budget Book	2,010	2,010	2,010	2,010	2,010	2,010	
General - 6% Budget Challenge exercise		(12)	(12)	(12)	(12)	(12)	
General - Budget Challenge exercise	(5)	(5)	(5)	(5)	(5)	(5)	
Planning Policy - Partial Review of CIL			10	15	0	0	£10k consultancy for next review 2027/28. £15k examination costs in 2028/29
Planning Policy - Local Plan		81	70	0	0	0	2025/26 Growth Bid - Review and update the 2030 Local Plan - To be met from the Local Plan earmarked reserve
Development Management - Technical services recharge stopped	(31)						
Development Management - Planning Enforcement Resources	50						Approved as part of Financial Strategy Report - CMC Nov 25
Development Management - Increase income from advice to the public	(161)						Post supporting this work now vacant
Building Control - Shared Service costs no longer required	(57)	(57)	(57)	(57)	(57)	(57)	
Building control - Increase use of Professional Fees	6						
Building control - Technical services recharge stopped	(18)						
Building control - income from fees lower than anticipated	26	10	10	10	10	10	
	1,820	2,027	2,026	1,961	1,946	1,946	
Corporate Management Committee							
Base Budget as per 2025/26 Budget Book	6,579	6,579	6,579	6,579	6,579	6,579	
General - 6% Budget Challenge exercise	(45)	(18)	(18)	(18)	(18)	(18)	
General - Budget Challenge exercise	(305)	(254)	(254)	(254)	(254)	(254)	
Corporate Management - Corporate Fraud		3	0	3	0	3	NFI National Exercise
Corporate Management - External Audit	167	10					Outstanding audit fees based on auditor requests - subject to PSAA approval. Offset by Reserve transfer

Adjustments to the 2025/26 base budget

	Probable 2025/26	Forecast 2026/27	Forecast 2027/28	Forecast 2028/29	Forecast 2029/30	Forecast 2030/31	Comments
	£'000	£'000	£'000	£'000	£'000	£'000	
Corporate Management - Runway to net zero		2	2	2	2	2	Government grant dropping out of base budget
Corporate Management - Devolution/LGR Provision	246						Planned Underspend carried forward from 2024/25
Corporate Management - Devolution/LGR Provision	91	396					Approved as part of Financial Strategy Report - CMC Nov 25
Corporate Management - Additional LGR spend		250					Offset by transfer from reserves
Corporate Management - Best Value/Continuous Improvement Provision	64						Planned Underspend carried forward from 2024/25
Democratic Representation - Estimated increase in national insurance payments	18	18	15	15	15	15	
Democratic Representation - Video streaming	25	25	25	25	25	25	2025/26 Growth Bid - Video streaming and hardware upgrade - Council Chamber - Dec 2024 CMC
Elections - Eng Grn Community Governance Review (CMC - Jul25)	100						
Elections - costs recovered	(50)	90	90	90	90	90	Base budget assumed County election only in 2025/26 with £90k income. No costs incurred in 25/26
Elections - costs recovered for secondment	(20)						
Business Rates - Additional grants	(56)	(56)	(56)	(56)	(56)	(56)	Based on previous years average
Local Land Charges - new burdens grant	10	10	10	10	10	10	One off grant came in in 24/25
Corp Property - Restructure of A&R (CMC - May 25). Includes £50k one off in 2025/26	243	193	193	193	193	193	2023/24 Growth Bid - £100k plus additional costs as per report to CMC
Corp Property - Staff Salaries no longer charge to Capital	86	86	86	86	86	86	
Corp Property - changes in Non Investment Property income	(59)	(68)	(7)	(7)	11	0	
Corp Property - Egham Precinct feasibility	141						Planned Underspend carried forward from 2024/25
Corp Property - Alternative use reviews	47						Planned Underspend carried forward from 2024/25
Corp Property - Core Judo - Ground Maintenance, legal and consultancy fees	82						Planned Underspend carried forward from 2024/25
Corp Property - Litigations	84						Planned Underspend carried forward from 2024/25
Corp Property - Supplementary Budget request (CMC - Jul25)	61						
Corp Property - Additional consultancy for The Precinct, Egham	100						Approved as part of Financial Strategy Report - CMC Nov 25
Corp Property - Legal Services - Legal contract fees / Solicitor fees (CMC - Apr25)	45						Planned Underspend carried forward from 2024/25
Civic Centre - Fire Door Replacement	60						Planned Underspend carried forward from 2024/25
Civic Centre - Telephony development	10	10	10	10	10	10	2025/26 Growth Bid - Telephony development - Approved at March 25 CMC
Civic Centre - Loss of income from lettings	37	63	63	63	63	63	SCC vacated office space on 1 Sept 25
Chertsey Depot - Savings in running costs		0	(20)	(20)	(20)	(20)	2025/26 Growth Bid - Depot refurbishment works (assumes 2025/26 completion of works) - Nov 24 CMC
Salaries - Additional variations in salaries	(378)	(29)	(29)	(29)	(29)	(29)	Cost of Living Pay Award (CMC June25 - GF Element)
Employers Costs - National Insurance & Pension contribution changes	(322)	(322)	(322)	(322)	(322)	(322)	Increase in National Insurance not as high as originally anticipated & Pension contribution changes following triennial review
Financial Services - Insurance - Provision for retendering	0	0	5	0	0	0	Budget for every 3 years
Financial Services - Reduction in costs of existing FMS system	(72)	(45)	(50)	(50)	(50)	(50)	Base budget includes dual system costs for one year during implementation. Existing system costs dropping out from 26/27
Financial Services - Technical Advice for company refinancing (CMC - Mar25)	40						Funded from Service Transformation Reserve
Financial Services - Accountancy - Consultancy	5						Planned Underspend carried forward from 2024/25
Financial Services - Internal Audit - 4 out of 17 audits were still progress at the end of 2024/25	4						Planned Underspend carried forward from 2024/25
Financial Services - Potential insurance commission repayment claim following recent high court ru	185						
Financial Services - Trucks Cartel compensation payment	(36)						
Human Resources - Reduction in costs recovered	8	8	8	8	8	8	Reduced work on behalf of the Runnymede companies
Human Resources - legal fees (CMC - Apr25) - No longer all required	5						Planned Underspend carried forward from 2024/25 (Reduced from £50,000 to £5,000)
Law & Governance - Review of Legal resources (CMC - Jul25)	335	328	158	158	158	158	
GIS - Computer Maintenance one off budget agreed at CMC April 2024	10						Planned Underspend carried forward from 2024/25
	7,545	7,279	6,488	6,486	6,501	6,498	
General							
Base Budget as per 2025/26 Budget Book	0	0	0	0	0	0	
General - Budget Challenge exercise	(40)	(40)	(40)	(40)	(40)	(40)	
2025/26 Growth Bid - Essential works arising from condition surveys of operational assets	251	167	412	580	1,745		
Roundings	10	(84)					
	221	43	372	540	1,705	(40)	

Adjustments to the 2025/26 base budget

Probable 2025/26 £'000	Forecast 2026/27 £'000	Forecast 2027/28 £'000	Forecast 2028/29 £'000	Forecast 2029/30 £'000	Forecast 2030/31 £'000	Comments
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TOTAL BUDGET ADJUSTMENTS TO GO TO SUMMARY PAGE

1,506 396 507 573 1,738 25

Investment Properties

Base Budget as per 2025/26 Budget Book	(25,146)	(25,146)	(25,146)	(25,146)	(25,146)	(25,146)	
Changes in Supplies and Services expenditure (net)	17	17	17	17	17	17	
Depreciation no longer chargeable	(59)	(59)	(59)	(59)	(59)	(59)	
Income - Change in income	(2)	(175)	632	4,252	5,803	5,803	Net of bad debts
Income - Change in Bad debt provision	(573)	(568)	(592)	(701)	(747)	(747)	
Holding costs for Investment Property vacant from Nov 2027				936	936	936	CMC Dec 25
	(25,763)	(25,930)	(25,148)	(20,701)	(19,197)	(19,197)	

General Fund Summary Revenue Account

Council Budget for the Year Ending 31 March 2027

	<u>2024/25</u>	<u>2025/26</u>	<u>2025/26</u>	<u>2026/27</u>
	Actual	Estimate	Probable	Estimate
	£	£	£	£
<u>Expenditure on Services</u>				
Housing Committee	1,123,597	1,616,010	1,634,110	1,345,231
Community Services Committee	3,016,361	3,561,550	3,670,883	3,916,050
Environmental and Sustainability Committee	6,078,442	6,702,235	7,328,124	6,982,734
Licensing Committee	22,993	31,435	32,770	42,390
Regulatory Committee	117,070	124,568	127,162	152,583
Planning Committee	1,916,747	2,010,449	1,851,804	2,249,369
Corporate Management Committee	5,876,564	6,577,343	7,487,774	7,416,856
Growth Bids to be agreed	0	722,000	0	0
Net Expenditure on Services	18,151,774	21,345,590	22,132,627	22,105,213
<u>Transfers and Financing Adjustments</u>				
Accounting and Other Adjustments:				
Reversal of Depreciation Charge	(2,102,861)	(1,990,907)	(1,991,236)	(1,991,236)
Cost of Capital Charge to HRA	(43,000)	(43,000)	(43,000)	(43,000)
Revenue Contributions to Capital	105,573	0	75,000	0
Transfer from Financial Instruments Reserve	(938,809)	(570,000)	(938,809)	(938,809)
Other accounting adjustments	3,676,389	0	0	0
Transfer to/(from) Reserves:				
Business Rates Equalisation Reserve	(1,550,000)	0	(3,735,000)	0
Car Park reserve	117,000	70,000	(27,000)	137,000
Environment Act Initiatives	0	250,000	0	0
Equipment repairs and renewals reserve	1,100,000	1,000,000	1,000,000	1,000,000
External Audit Fees reserve	0	(20,000)	(189,000)	(63,000)
Infrastructure Feasibility Reserve	0	0	(161,000)	0
Investment Property income equalisation reserve	750,000	750,000	1,263,000	1,430,000
Local Plan Reserve	413,200	(186,000)	0	(81,000)
Planned Underspend reserve	813,569	0	(1,011,000)	0
Property repairs and renewals reserve	1,659,900	750,000	750,000	750,000
Service Transformation reserve	(104,000)	0	(412,000)	(265,000)
Tennis Court Replacement reserve	14,400	14,400	14,400	14,400
Financing and Investment Income:				
Investment property income (net)	(25,997,285)	(25,146,616)	(25,765,956)	(25,933,591)
Treasury Management Investment Income	(1,456,590)	(1,700,000)	(900,000)	(900,000)
Interest on loans to RBC companies	(2,102,213)	(2,102,000)	(2,102,000)	(2,102,000)
Capital financing costs	12,418,113	12,603,000	12,162,000	12,544,000
Minimum Revenue Provision	5,181,737	5,167,000	5,307,000	5,519,000
Voluntary Revenue Provision	938,809	570,000	938,809	938,809
Taxation and Non-Specific Grant Income:				
Council Tax income	(6,760,175)	(7,024,636)	(7,024,636)	(7,372,475)
Council Tax surplus/deficit	(34,015)	(77,000)	(77,000)	(174,894)
Business Rates Retention (net)	(2,711,684)	(3,600,000)	191,000	880,000
New Homes Bonus	(663,841)	(774,587)	(774,587)	0
Minimum Funding Guarantee	(692,120)	(279,850)	(279,850)	0
Services Grant	(12,941)	0	0	0
Revenue Support Grant	(88,144)	(89,666)	(89,666)	(3,580,000)
Extended Producer Responsibility (EPR)	0	(748,000)	(1,260,659)	(1,289,745)
NI Increase offset	0	(220,000)	(153,000)	0
Other Grants	(21,923)	0	0	0
Use of / (Contribution to) Working Balance	60,863	(2,052,272)	(3,101,563)	583,672

Council Tax Income Calculation

Council Tax Base (note 1)	35,495.8	35,814.4	35,814.4	36,497.4
Basic Amount of Council Tax (note 2)	£190.45	£196.14	£196.14	£202.00

Notes

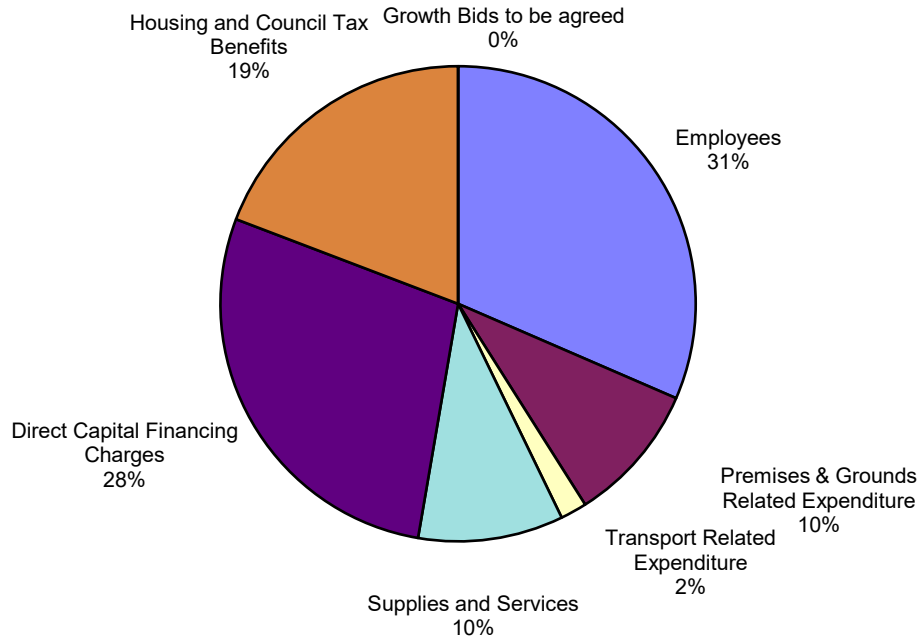
1. This represents the number of properties adjusted for discounts, exemptions and bandings.
2. Calculated by dividing the net demand by the Council Tax base.

GENERAL FUND SUBJECTIVE ANALYSIS

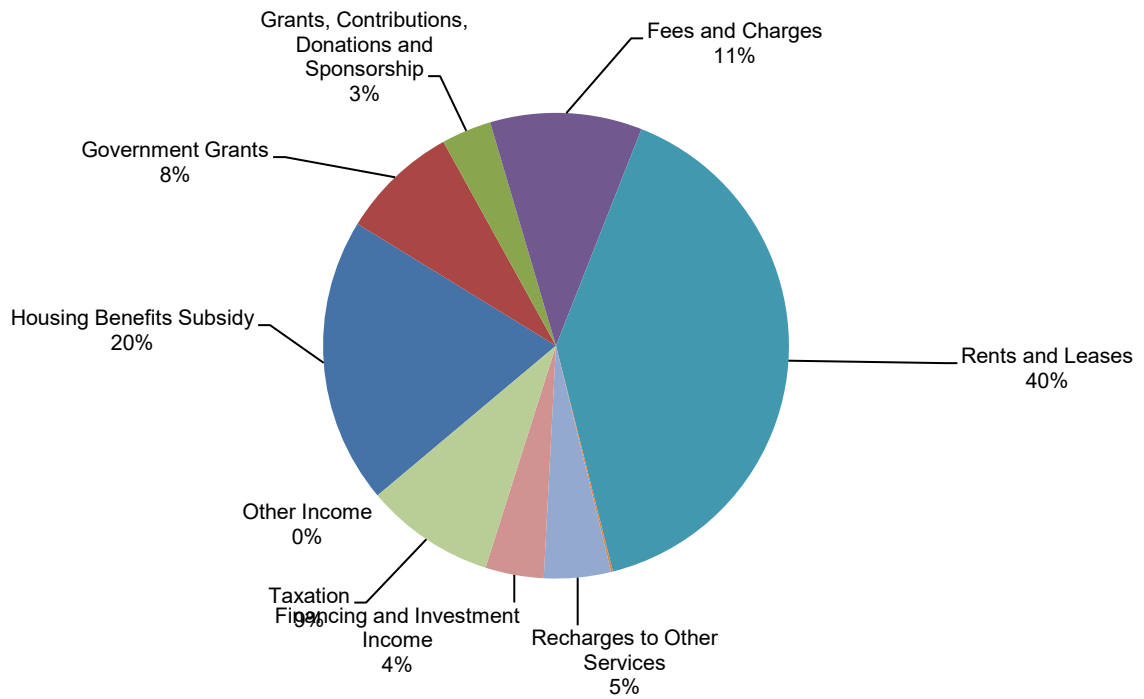
	<u>2024/25</u> Actual £	<u>2025/26</u> Estimate £	<u>2025/26</u> Probable £	<u>2026/27</u> Estimate £
<u>EXPENDITURE</u>				
Employees	21,244,993	22,645,362	21,971,310	23,539,075
Premises & Grounds Related Expenditure	8,049,048	7,156,401	7,668,472	7,111,584
Transport Related Expenditure	1,226,931	1,377,150	1,388,469	1,343,950
Supplies and Services	7,281,259	6,818,445	8,482,827	7,382,470
Direct Capital Financing Charges	20,580,891	20,390,536	20,399,045	20,993,045
Housing and Council Tax Benefits	11,338,608	14,333,000	14,333,000	14,350,814
Growth Bids to be agreed	-	722,000	0	0
Gross Expenditure	69,721,731	73,442,894	74,243,123	74,720,938
<u>INCOME</u>				
Housing Benefits Subsidy	11,842,241	14,373,800	14,373,800	14,726,200
Government Grants	2,654,541	3,358,403	4,147,142	6,079,445
Grants, Contributions, Donations and Sponsorship	4,914,597	2,772,200	2,788,909	2,569,100
Fees and Charges	7,637,380	7,990,649	7,884,498	7,810,301
Rents and Leases	30,416,782	29,030,821	29,524,636	29,697,369
Recycling Scheme	88,474	92,400	92,400	92,400
Recharges to Other Services	2,899,537	3,397,750	3,215,020	3,442,437
Financing and Investment Income	3,612,803	3,802,000	3,002,000	3,002,000
Taxation	9,505,874	10,701,636	6,910,636	6,667,369
Other Income	0	0	0	0
Gross Income	73,572,229	75,519,659	71,939,041	74,086,621
Other Adjustments				
Accounting and Other Adjustments	697,292	(2,603,907)	(2,898,045)	(2,973,045)
Transfer to/(from) earmarked reserves	3,214,069	2,628,400	(2,507,600)	2,922,400
	3,911,361	24,493	(5,405,645)	(50,645)
Use of / (Contribution to) General Fund Working Balance	60,863	(2,052,272)	(3,101,563)	583,672

GENERAL FUND SUBJECTIVE ANALYSIS

Gross Expenditure 2026/27



Gross Income 2026/27



GENERAL FUND SUBJECTIVE ANALYSIS

ACTUAL

	Housing Services £	Community Services £	Environ Services £	Licensing Services £	Regulatory Functions £	Planning Services £	Corporate & Business £	Investmet Properties £	GF Sum NEoS £	GF Sum £	Total £
EXPENDITURE											
Employees	1,503,664	3,541,459	4,817,360	47,452	113,389	2,251,317	8,970,352				21,244,993
Premises & Grounds Related Expenditure	1,080,626	504,905	1,895,375			1,000	2,058,997	2,502,795			8,049,048
Transport Related Expenditure	9,282	236,227	1,013,468	700	1,700	28,974	63,419				1,226,931
Supplies and Services	427,556	1,355,910	986,585	381	3,505	312,486	3,507,134	687,700			7,281,259
Housing and Council Tax Benefits	11,338,608										11,338,608
Support Services	679,740	945,996	1,085,236	41,690	59,625	654,180	3,824,123				7,290,590
Direct Capital Financing Charges	765	799,709	604,126			2,726	595,100	39,806		18,539,659	20,890,691
Other costs											-
Growth Bids to be agreed											-
Gross Expenditure on Services	15,040,240	7,384,207	10,402,150	90,223	183,569	3,250,683	18,892,288	3,230,301		18,538,659	77,012,321
INCOME											
Housing Benefits Subsidy	11,842,241										11,842,241
Government Grants	983,482	64,836					127,254			1,478,969	2,654,541
Grants, Contributions, Donations and Sponsorship	257,169	888,328	230,792			2,046	54,234	3,255,527			4,914,597
Fees and Charges	833,752	2,327,592	2,651,696	67,230	64,453	1,230,303	462,355				7,637,380
Rents and Leases		720,263	121,840				627,595	28,947,084			30,416,782
Recycling Scheme			88,474								88,474
Recharges to Other Services		366,827	1,230,906			49,400	8,542,994				10,190,127
Investment Income								54,000		3,558,803	3,612,803
Council Tax										6,794,190	6,794,190
Business Rates retained										2,711,684	2,711,684
Other Income											-
Gross Income on Services	13,916,644	4,367,846	4,323,708	67,230	66,499	1,333,936	13,015,724	29,227,587		14,543,646	80,862,818
Totals	1,123,597	3,016,361	6,078,442	22,993	117,070	1,916,747	5,876,564	- 25,997,285		3,995,013	3,850,498

Variance to GF Summary

- - - - - - - - - - - - - 0

Original Estimate

| | Housing Services
£ | Community Services
£ | Environ Services
£ | Licensing Services
£ | Regulatory Functions
£ | Planning Services
£ | Corporate & Business
£ | Investmet Properties
£ | GF Sum
£ | GF Sum
£ | Total
£ |
|--|-----------------------|-------------------------|-----------------------|-------------------------|---------------------------|------------------------|---------------------------|---------------------------|----------------|-------------------|-------------------|
| EXPENDITURE | | | | | | | | | | | |
| Employees | 1,699,820 | 4,003,000 | 5,094,032 | 48,400 | 119,100 | 2,370,810 | 9,310,200 | | | | 22,645,362 |
| Premises & Grounds Related Expenditure | 1,043,200 | 491,350 | 2,129,749 | | | 1,302 | 1,143,900 | 2,346,900 | | | 7,156,401 |
| Transport Related Expenditure | 6,700 | 295,400 | 1,106,466 | 625 | 1,340 | 29,119 | 62,500 | | | | 1,377,150 |
| Supplies and Services | 316,690 | 1,551,800 | 1,134,920 | 710 | 4,899 | 422,201 | 2,928,125 | 459,100 | | | 6,816,445 |
| Housing and Council Tax Benefits | 14,333,000 | | | | | | | | | | 14,333,000 |
| Support Services | 748,200 | 1,045,800 | 1,197,700 | 48,900 | 69,100 | 759,100 | 4,267,500 | 9,300 | | | 8,145,600 |
| Direct Capital Financing Charges | 800 | 757,200 | 596,611 | | | 2,725 | 633,900 | 59,300 | | 18,340,000 | 20,390,536 |
| Other costs | | | | | | | | | | | - |
| Growth Bids to be agreed | | | | | | | | | 722,000 | | 722,000 |
| Gross Expenditure on Services | 18,148,410 | 8,144,550 | 11,259,478 | 98,635 | 194,439 | 3,585,257 | 18,221,125 | 2,874,600 | 722,000 | 18,340,000 | 81,588,494 |
| INCOME | | | | | | | | | | | |
| Housing Benefits Subsidy | 14,373,800 | | | | | | | | | | 14,373,800 |
| Government Grants | 1,023,100 | 64,800 | 9,000 | | | | 149,400 | | | 2,112,103 | 3,358,403 |
| Grants, Contributions, Donations and Sponsorship | 233,000 | 891,450 | 167,850 | | 2,500 | 10,200 | 671,000 | 796,200 | | | 2,772,200 |
| Fees and Charges | 902,500 | 2,499,700 | 2,631,370 | 67,200 | 67,371 | 1,513,308 | 309,200 | | | | 7,990,649 |
| Rents and Leases | | 747,350 | 148,073 | | | | 910,382 | 27,225,016 | | | 29,030,821 |
| Recycling Scheme | | | 92,400 | | | | | | | | 92,400 |
| Recharges to Other Services | | 379,700 | 1,506,550 | | | 51,300 | 9,603,800 | | | 3,802,000 | 3,802,000 |
| Investment Income | | | | | | | | | | 7,101,636 | 7,101,636 |
| Council Tax | | | | | | | | | | 3,600,000 | 3,600,000 |
| Business Rates retained | | | | | | | | | | | - |
| Other Income | | | | | | | | | | | - |
| Gross Income on Services | 16,532,400 | 4,583,000 | 4,557,243 | 67,200 | 69,871 | 1,574,808 | 11,643,782 | 28,021,216 | | 16,816,739 | 83,665,259 |
| Totals | 1,616,010 | 3,561,550 | 6,702,235 | 31,435 | 124,568 | 2,010,449 | 6,577,343 | - 25,146,816 | 722,000 | 1,724,261 | 2,076,765 |

Variance to GF Summary

- - - - - - - - - - - - - 0

Probable

| | Housing Services
£ | Community Services
£ | Environ Services
£ | Licensing Services
£ | Regulatory Functions
£ | Planning Services
£ | Corporate & Business
£ | Investmet Properties
£ | GF Sum
£ | GF Sum
£ | Total
£ |
|--|-----------------------|-------------------------|-----------------------|-------------------------|---------------------------|------------------------|---------------------------|---------------------------|-------------|-------------------|-------------------|
| EXPENDITURE | | | | | | | | | | | |
| Employees | 1,698,700 | 3,826,375 | 5,105,545 | 48,370 | 119,100 | 2,316,820 | 8,856,400 | | | | 21,971,310 |
| Premises & Grounds Related Expenditure | 1,095,650 | 481,350 | 2,538,427 | | | 1,300 | 1,207,045 | 2,344,700 | | | 7,668,472 |
| Transport Related Expenditure | 6,600 | 285,500 | 1,135,444 | 600 | 1,300 | 29,350 | 70,325 | | | | 1,388,469 |
| Supplies and Services | 361,490 | 1,469,308 | 1,456,407 | 500 | 3,733 | 466,979 | 4,248,310 | 476,100 | | | 8,482,827 |
| Housing and Council Tax Benefits | 14,333,000 | | | | | | | | | | 14,333,000 |
| Support Services | 778,500 | 1,050,800 | 1,198,200 | 49,400 | 69,300 | 709,800 | 4,275,700 | 9,300 | | | 8,141,000 |
| Direct Capital Financing Charges | 800 | 757,200 | 596,611 | | | 2,725 | 633,900 | | | 18,407,809 | 20,399,045 |
| Other costs | | | | | | | | | | | - |
| Growth Bids to be agreed | | | | | | | | | | | - |
| Gross Expenditure on Services | 18,274,740 | 7,870,533 | 12,030,634 | 98,870 | 193,433 | 3,526,974 | 19,151,030 | 2,830,100 | | 18,407,809 | 82,384,123 |
| INCOME | | | | | | | | | | | |
| Housing Benefits Subsidy | 14,373,800 | | | | | | | | | | 14,373,800 |
| Government Grants | 1,107,550 | 40,300 | 110,930 | | | | 330,600 | | | 2,557,762 | 4,147,142 |
| Grants, Contributions, Donations and Sponsorship | 233,000 | 846,650 | 183,299 | | 2,000 | 15,200 | 712,600 | 796,160 | | | 2,788,909 |
| Fees and Charges | 926,280 | 2,200,250 | 2,661,527 | 66,100 | 64,271 | 1,659,970 | 306,100 | | | | 7,884,498 |
| Rents and Leases | | 732,750 | 128,734 | | | | 863,256 | 27,799,896 | | | 29,524,636 |
| Recycling Scheme | | | 92,400 | | | | | | | | 92,400 |
| Recharges to Other Services | | 379,700 | 1,525,620 | | | | 9,450,700 | | | 3,002,000 | 11,356,020 |
| Investment Income | | | | | | | | | | 7,101,636 | 7,101,636 |
| Council Tax | | | | | | | | | | 191,000 | 191,000 |
| Business Rates retained | | | | | | | | | | | - |
| Other Income | | | | | | | | | | | - |
| Gross Income on Services | 16,640,630 | 4,199,650 | 4,702,510 | 66,100 | 66,271 | 1,875,170 | 11,663,256 | 28,996,056 | | 12,470,398 | 80,080,041 |
| Totals | 1,634,110 | 3,670,883 | 7,328,124 | 32,770 | 127,162 | 1,851,804 | 7,487,774 | - 25,765,956 | | 5,937,411 | 2,304,082 |

Variance to GF Summary

- - - - - - - - - - - - - 0

Next Year Estimate

| | Housing Services
£ | Community Services
£ | Environ Services
£ | Licensing Services
£ | Regulatory Functions
£ | Planning Services
£ | Corporate & Business
£ | Investmet Properties
£ | GF Sum
£ | GF Sum
£ | Total
£ |
|--|-----------------------|-------------------------|-----------------------|-------------------------|---------------------------|------------------------|---------------------------|---------------------------|-------------|-------------------|-------------------|
| EXPENDITURE | | | | | | | | | | | |
| Employees | 1,744,000 | 4,000,850 | 5,369,225 | 47,600 | 128,700 | 2,468,200 | 9,780,500 | | | | 23,539,075 |
| Premises & Grounds Related Expenditure | 1,008,130 | 470,600 | 2,174,454 | | | 1,000 | 1,112,700 | 2,344,700 | | | 7,111,584 |
| Transport Related Expenditure | 7,150 | 280,550 | 1,116,525 | 600 | 1,200 | 31,350 | 93,425 | | | | 1,343,950 |
| Supplies and Services | 319,687 | 1,540,650 | 1,060,102 | 590 | 3,775 | 500,776 | 3,480,790 | 476,100 | | | 7,382,470 |
| Housing and Council Tax Benefits | 14,350,814 | | | | | | | | | | 14,350,814 |
| Support Services | 761,150 | 1,047,300 | 1,364,400 | 58,700 | 85,500 | 771,600 | 4,627,000 | 9,300 | | | 8,724,950 |
| Direct Capital Financing Charges | 800 | 757,200 | 596,611 | | | 2,725 | 633,900 | | | 19,001,809 | 20,993,045 |
| Other costs | | | | | | | | | | | - |
| Growth Bids to be agreed | | | | | | | | | | | - |
| Gross Expenditure on Services | 18,191,731 | 8,097,150 | 11,681,317 | 107,490 | 219,175 | 3,775,651 | 19,541,465 | 2,830,100 | | 19,001,809 | 83,445,888 |
| INCOME | | | | | | | | | | | |
| Housing Benefits Subsidy | 14,726,200 | | | | | | | | | | 14,726,200 |
| Government Grants | 1,032,300 | 40,300 | | | | | 137,100 | | | 4,869,745 | 6,079,445 |
| Grants, Contributions, Donations and Sponsorship | 233,000 | 851,450 | 74,350 | | 2,000 | 12,200 | 599,900 | 796,200 | | | 2,669,100 |
| Fees and Charges | 855,000 | 2,162,600 | 2,835,727 | 65,100 | 64,592 | 1,514,082 | 313,200 | | | | 7,810,301 |
| Rents and Leases | | 744,050 | 130,919 | | | | 854,909 | 27,967,491 | | | 29,697,369 |
| Recycling Scheme | | | 92,400 | | | | | | | | 92,400 |
| Recharges to Other Services | | 382,700 | 1,565,187 | | | | 10,219,500 | | | 3,002,000 | 12,167,387 |
| Investment Income | | | | | | | | | | 7,547,369 | 7,547,369 |
| Council Tax | | | | | | | | | | 880, | |

Housing Committee

Budget for the year ending 31 March 2027

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|--|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| <u>Summary</u> | | | | |
| <u>Runnymede renewal</u> | | | | |
| Private sector renewal assistance | 25,995 | 29,700 | 29,700 | 32,100 |
| Care and repair service | (51,299) | (44,700) | (45,000) | (26,400) |
| <u>Homes first</u> | | | | |
| Housing strategy and enabling | 36,729 | 42,300 | 42,300 | 44,750 |
| Housing advice and register | 473,394 | 507,560 | 507,490 | 537,140 |
| Property leases, working with partners | (14,417) | 31,600 | 24,600 | 54,730 |
| Homelessness | 160,450 | 131,900 | 107,820 | 124,447 |
| Magna Carta Lettings | 120,440 | 66,800 | 66,700 | 65,300 |
| <u>Benefits service</u> | | | | |
| Housing and Council Tax benefits | 372,305 | 850,850 | 900,500 | 513,164 |
| Net expenditure | <u>1,123,597</u> | <u>1,616,010</u> | <u>1,634,110</u> | <u>1,345,231</u> |

Private sector renewal assistance

Service description

| | |
|--------------------------|---|
| Budget manager: | Corporate Head of Community Services - Mr D Williams |
| Service function: | The provision of assistance including grants and loans in accordance with the Council's private sector housing renewal strategy (approved 2010). |
| Service basis: | Mixed (Statutory & Discretionary) |
| Legal status: | Housing Act 1996 part 1 (grants for house renovation and other financial matters).
Regulatory Reform (Housing Assistance) Order 2002 s3 (assistance to improve living conditions)
Housing Grants, Construction and Regeneration Act 1996 (grants for renewal of private sector housing) |

Private sector renewal assistance

Budget for the year ending 31 March 2027

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|-------------------------------|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| <u>Expenditure</u> | | | | |
| Employees | | | | |
| Salaries | 13,700 | 15,200 | 15,200 | 18,000 |
| Training and recruitment | 195 | 300 | 300 | 200 |
| Transport related expenditure | | | | |
| Travelling and subsistence | 0 | 0 | | |
| Sub total | 13,895 | 15,500 | 15,500 | 18,200 |
| Support services | 12,100 | 14,200 | 14,200 | 13,900 |
| Net expenditure | 25,995 | 29,700 | 29,700 | 32,100 |

Runnymede care and repair (home improvement) service

| Service description | |
|--------------------------|--|
| Budget manager: | Corporate Head of Community Services - Mr D Williams |
| Service function: | The provision of assistance including grants and loans in accordance with the Council's Private Sector Housing Renewal Strategy (approved 2010). |
| Service basis: | Mixed (Statutory & Discretionary) |
| Legal status: | Local Government and Housing Act 1989 (Section 169) (discretionary service) |

Runnymede care and repair (home improvement) service

| Budget for the year ending 31 March 2027 | | | | |
|--|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
| <u>Expenditure</u> | | | | |
| Employees | | | | |
| Salaries | 162,800 | 152,300 | 152,300 | 170,300 |
| Training and recruitment | 0 | 0 | 0 | 0 |
| Transport related expenditure | | | | |
| Travelling and subsistence | 743 | 700 | 700 | 500 |
| Supplies and services | | | | |
| General office expenses | 100 | 100 | 100 | 100 |
| Computer maintenance | 235 | 400 | 400 | 400 |
| Sub total | 163,878 | 153,500 | 153,500 | 171,300 |
| Support services | 41,992 | 34,800 | 34,500 | 35,300 |
| Gross expenditure | 205,870 | 188,300 | 188,000 | 206,600 |
| <u>Income</u> | | | | |
| Grants and Contributions | 192,116 | 168,000 | 168,000 | 168,000 |
| Surrey County Council Supporting People grant: | | | | |
| - Core Grant | 31,256 | 36,900 | 36,900 | 36,900 |
| - Handyman Services | 33,797 | 28,100 | 28,100 | 28,100 |
| Gross income | 257,169 | 233,000 | 233,000 | 233,000 |
| Net expenditure | -51,299 | -44,700 | -45,000 | -26,400 |

Housing strategy and enabling

| Service description | |
|---------------------------|--|
| Budget manager: | Business Development and Policy Officer - Mrs A Horsey |
| Service function: | Strategic decisions and activities associated with effective planning and delivery to meet the housing needs of residents across all tenures. |
| Policy objectives: | <p>Enable the provision of a range of new affordable housing for those in housing need, including those with support needs.</p> <p>Develop safe and sustainable communities where people want to live.</p> <p>Ensure that private and social housing is fit and of an acceptable standard.</p> <p>Ensure that homelessness is kept to a minimum.</p> <p>Provide good quality services to our tenants.</p> <p>Provide services fairly to all sections of the community.</p> |
| Service basis: | Mixed (Statutory & Discretionary) |
| Legal status: | Housing Act 1985, s8 (review of housing needs); Housing Act 2004 s225 (needs of gypsies and travellers); Local Government Act 200 part 1 (promoting well-being) |

Housing strategy and enabling

| Budget for the year ending 31 March 2027 | | | | |
|--|----------------|----------------|----------------|----------------|
| | <u>2024/25</u> | <u>2025/26</u> | <u>2025/26</u> | <u>2026/27</u> |
| | Actual | Estimate | Probable | Estimate |
| | £ | £ | £ | £ |
| <u>Housing enabling role</u> | | | | |
| Salaries & Agency staff costs | 6,600 | 2,000 | 2,000 | 2,200 |
| Staff training | 0 | 0 | 0 | 0 |
| Car allowances | 100 | 0 | 0 | 50 |
| Sub total | 6,700 | 2,000 | 2,000 | 2,250 |
| Support services | 10,400 | 12,600 | 12,600 | 12,100 |
| Total - Housing enabling service | 17,100 | 14,600 | 14,600 | 14,350 |
| <u>Housing strategy</u> | | | | |
| Salaries | 22,800 | 21,600 | 21,600 | 23,200 |
| Car allowances | 100 | 100 | 100 | 100 |
| Sub total | 22,900 | 21,700 | 21,700 | 23,300 |
| Support services | 4,490 | 5,600 | 5,600 | 6,600 |
| Total - Housing strategy service | 27,390 | 27,300 | 27,300 | 29,900 |
| <u>Other related budgets</u> | | | | |
| Supplies and services | 400 | 400 | 400 | 500 |
| Housing redevelopment resource | 0 | 0 | 0 | 0 |
| Counsel & Barristers Fees | (8,161) | 0 | 0 | 0 |
| Total - Supplies and services | -7,761 | 400 | 400 | 500 |
| Net expenditure | 36,729 | 42,300 | 42,300 | 44,750 |

Housing advice and housing register

| Service description | |
|---------------------------|---|
| Budget manager: | Head of Housing Solutions - Mrs I Sokhal |
| Service function: | Provide a comprehensive housing advice service.
Maintain the housing register in accordance with the Council's policies and statutory requirements.
Administer the Council's allocations policy for social housing. |
| Service basis: | Mixed (Statutory & Discretionary) |
| Legal status: | Housing Act 1996 (as amended by the Homelessness Act 2002) sections 167 & 168 (allocation schemes).
Homelessness Reduction Act 2017 |
| Policy objectives: | To provide a comprehensive housing advice service that helps applicants to secure or retain accommodation in both private & public sectors. |

Housing advice and housing register

| Budget for the year ending 31 March 2027 | | | | |
|--|----------------|----------------|----------------|----------------|
| | <u>2024/25</u> | <u>2025/26</u> | <u>2025/26</u> | <u>2026/27</u> |
| | Actual | Estimate | Probable | Estimate |
| | £ | £ | £ | £ |
| <u>Housing advice</u> | | | | |
| Salaries | 165,300 | 219,800 | 219,800 | 230,200 |
| Training and recruitment | 1,904 | 470 | 400 | 400 |
| Travelling and subsistence | 1,800 | 800 | 800 | 900 |
| Sub total | 169,004 | 221,070 | 221,000 | 231,500 |
| Support services | 51,468 | 56,200 | 56,200 | 56,650 |
| Total - Housing advice service | 220,472 | 277,270 | 277,200 | 288,150 |
| <u>Housing register</u> | | | | |
| Salaries | 152,500 | 212,200 | 212,200 | 229,600 |
| Training and recruitment | 0 | 300 | 300 | 200 |
| Car allowances | 2,400 | 2,000 | 2,000 | 2,200 |
| Sub total | 154,900 | 214,500 | 214,500 | 232,000 |
| Support services | 44,190 | 56,300 | 56,300 | 57,500 |
| Total - Housing register service | 199,090 | 270,800 | 270,800 | 289,500 |
| <u>Other related budgets</u> | | | | |
| Printing, stationery, booklet etc., | 1,497 | 1,490 | 1,490 | 1,490 |
| Systems Upgrades & annual support | 62,051 | 9,000 | 9,000 | 9,000 |
| Clients medical expenses | 2,260 | 1,500 | 1,500 | 1,500 |
| Housing applicant checks | 0 | | | |
| Agency Payments Surrey CC | 0 | 0 | | |
| Total - Supplies and services | 65,808 | 11,990 | 11,990 | 11,990 |
| <u>Income</u> | | | | |
| Government Grants | 11,976 | 52,500 | 52,500 | 52,500 |
| Net expenditure | 473,394 | 507,560 | 507,490 | 537,140 |

Property Leases

Service description

| | |
|---------------------------|--|
| Budget manager: | Business Development and Policy Officer - Mrs A Horsey |
| Service function: | Enabling the provision of temporary accommodation, by working with partners, to meet statutory homelessness obligations. |
| Service basis: | Mixed (Statutory & Discretionary) |
| Legal status: | Housing Act 1985 (s. 17 Housing purposes) |
| Policy objectives: | Through the refurbishment of dilapidated vacant dwellings which we will subsequently lease we can obtain suitable accommodation for families and thereby hopefully reduce the Councils demand on temporary, unsuitable Bed & Breakfast type accommodation. |

Property Leases

Budget for the year ending 31 March 2027

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|--|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| <u>Expenditure</u> | | | | |
| Employees | | | | |
| Salaries | 3,600 | 9,300 | 9,300 | 10,900 |
| Premises related expenses | | | | |
| Building maintenance - Ongoing maintenance | 17,008 | 20,000 | 36,000 | 25,000 |
| Void costs - utilities & C. Tax payments due | 1,062 | 1,200 | 1,200 | 630 |
| Rental payments to Landlords | 63,419 | 119,500 | 96,500 | 80,000 |
| Sub total | 85,089 | 150,000 | 143,000 | 116,530 |
| Support services | 11,390 | 13,100 | 13,100 | 13,400 |
| Gross expenditure | 96,479 | 163,100 | 156,100 | 129,930 |
| <u>Income</u> | | | | |
| Rents received | 84,396 | 94,500 | 94,500 | 47,000 |
| Rusham Road Lease | 26,500 | 28,000 | 28,000 | 28,000 |
| Grants & Contributions | 0 | 9,000 | 9,000 | 200 |
| Gross income | 110,896 | 131,500 | 131,500 | 75,200 |
| Net expenditure | -14,417 | 31,600 | 24,600 | 54,730 |

Homelessness

Service description

| | |
|---------------------------|--|
| Budget manager: | Head of Housing Solutions - Mrs I Sokhal |
| Service function: | To provide a holistic service in respect of the Council's statutory duties in relation to Parts 6 & 7 of the Housing Act 1996, and subsequent amendments, adhering to approved policies and procedures. This includes:-

The provision of temporary accommodation including Bed & Breakfast facilities, and the provision of Rental Deposits to help prevent homelessness. |
| Service basis: | Statutory |
| Legal status: | Housing Act 1996 part 6 & 7 as amended by the Homelessness Act 2002;
Homelessness Reduction Act 2017;
Housing Act 2004 (PSH aspects of fitness standards);
Localism Act 2011. |
| Policy objectives: | To prevent homelessness and sustain tenure where possible. Where not possible, the aim is to relieve homelessness by way of the Council's statutory duty, ensuring advice and assistance is available to all across the statutory framework where accommodation options cannot be provided. |

Homelessness

Budget for the year ending 31 March 2027

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|--|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| <u>Expenditure</u> | | | | |
| Employees | | | | |
| Salaries | 351,500 | 401,200 | 401,200 | 381,600 |
| Training and recruitment | 5,726 | 2,500 | 2,200 | 1,900 |
| Transport related expenditure | | | | |
| Travelling and subsistence | 1,408 | 1,500 | 1,500 | 1,700 |
| Premises related expenses | | | | |
| Building maintenance | 3,143 | 7,500 | 7,500 | 7,500 |
| Bed and breakfast accommodation | 360,671 | 150,000 | 209,450 | 150,000 |
| Supplies and services | | | | |
| General expenses | 139,181 | 120,600 | 120,600 | 122,047 |
| Sub total | 861,629 | 683,300 | 742,450 | 664,747 |
| Support services | 92,520 | 101,500 | 101,500 | 112,600 |
| Depreciation & Impairment Losses | 745 | 700 | 700 | 700 |
| Gross expenditure | 954,894 | 785,500 | 844,650 | 778,047 |
| <u>Income</u> | | | | |
| Rents (includes bed and breakfast rents) | 88,571 | 60,000 | 83,780 | 60,000 |
| Government Grants | 705,873 | 593,600 | 653,050 | 593,600 |
| Gross income | 794,444 | 653,600 | 736,830 | 653,600 |
| Net expenditure | 160,450 | 131,900 | 107,820 | 124,447 |

Magna Carta Lettings

Service description

| | |
|---------------------------|---|
| Budget manager: | Head of Housing Solutions - Mrs I Sokhal |
| Service function: | To procure private rented sector properties for homeless families and families threatened with homelessness, with those properties being let on either a fully managed lettings scheme or direct let scheme. The service will also provide advice and assistance to tenants to ensure they are able to sustain tenancies. |
| Service basis: | Mixed (Statutory & Discretionary) |
| Legal status: | Part VII of the Housing Act 1996 requires Councils to provide accommodation to priority groups where a duty arises. Under the Localism Act 2011 Councils may discharge this duty by using their own stock or through the private rented sector. |
| Policy objectives: | The procurement of private sector properties to help alleviate the use of expensive and unsuitable Bed & Breakfast short term accommodation and to prevent the council's own temporary accommodation from being 'blocked' through lack of move on accommodation. |

Magna Carta Lettings

Budget for the year ending 31 March 2027

| | <u>2024/25</u> | <u>2025/26</u> | <u>2025/26</u> | <u>2026/27</u> |
|--|----------------|----------------|----------------|----------------|
| | Actual | Estimate | Probable | Estimate |
| | £ | £ | £ | £ |
| <u>Expenditure</u> | | | | |
| Employees | | | | |
| Salaries | 88,600 | 77,900 | 77,900 | 75,500 |
| Training and recruitment | 909 | 2,300 | 2,200 | 2,100 |
| Transport related expenditure | | | | |
| Travelling and subsistence | 2,700 | 1,400 | 1,400 | 1,600 |
| Premises related expenses | | | | |
| Building maintenance | 5,611 | 25,000 | 25,000 | 25,000 |
| Property Rents | 621,712 | 720,000 | 720,000 | 720,000 |
| Other property costs | 8,000 | 0 | | |
| Supplies and services | | | | |
| General expenses | 411 | 6,200 | 6,200 | 6,200 |
| Rental deposits and guarantees (unrecoverable) | 49,774 | 37,000 | 37,000 | 37,000 |
| Sub total | 777,717 | 869,800 | 869,700 | 867,400 |
| Support services | 49,070 | 53,000 | 53,000 | 53,900 |
| Gross expenditure | 826,787 | 922,800 | 922,700 | 921,300 |
| <u>Income</u> | | | | |
| Rental income | 634,285 | 720,000 | 720,000 | 720,000 |
| Government Grants | 72,062 | 136,000 | 136,000 | 136,000 |
| Gross income | 706,347 | 856,000 | 856,000 | 856,000 |
| Net expenditure | 120,440 | 66,800 | 66,700 | 65,300 |

Benefits service

Service description

| | |
|---------------------------|--|
| Budget manager: | Corporate Head of Customer, Digital and Collection Services - Mrs L. Norman |
| Service function: | To provide assistance to residents to pay their rent (for both Council and private) |
| Service basis: | Statutory |
| Legal status: | Social Security Contributions and Benefits Act 1992 |
| Policy objectives: | To assess benefit accurately and on time and to minimise fraud.
Benefit anti-fraud policy (new policy approved in September 2009) |

Benefits service

Budget for the year ending 31 March 2027

| | <u>2024/25</u> | <u>2025/26</u> | <u>2025/26</u> | <u>2026/27</u> |
|---|------------------|------------------|------------------|------------------|
| | Actual | Estimate | Probable | Estimate |
| | £ | £ | £ | £ |
| Administrative expenses and subsidies | | | | |
| <u>Expenditure</u> | | | | |
| Employees | | | | |
| Salaries | 519,892 | 577,900 | 577,900 | 593,800 |
| Training and recruitment | 7,638 | 4,250 | 3,900 | 3,900 |
| Transport related expenditure | | | | |
| Travelling and subsistence | 31 | 100 | 100 | 100 |
| Supplies and services | | | | |
| General office expenses | 33,038 | 28,900 | 78,800 | 35,450 |
| Computer Licences | 1,879 | 0 | 0 | 400 |
| Computer maintenance | 69,770 | 64,000 | 64,000 | 64,000 |
| External audit fees - grant claims | 77,000 | 42,000 | 42,000 | 42,000 |
| Government subsidies | | | | |
| Sub total | 709,248 | 717,150 | 766,700 | 739,650 |
| Support services | 360,241 | 406,400 | 431,500 | 398,800 |
| Depreciation & Impairment Losses | 20 | 100 | 100 | 100 |
| Sub total - Administrative costs | 1,069,509 | 1,123,650 | 1,198,300 | 1,138,550 |
| <u>Government subsidies (administration)</u> | | | | |
| General administration subsidy | 193,571 | 232,000 | 257,000 | 250,000 |
| Sub total - Government subsidies | 193,571 | 232,000 | 257,000 | 250,000 |
| Net expenditure on administration | 875,938 | 891,650 | 941,300 | 888,550 |

Benefits granted and Government subsidy**Benefits granted**

| | | | | |
|---|-----------|-----------|-----------|-----------|
| Local housing allowances | 6,718,000 | 8,880,000 | 8,880,000 | 8,900,814 |
| Local housing allowances - local scheme | 0 | 3,000 | 3,000 | 0 |
| Rent rebates (Incl. non - HRA rebates) | 4,620,608 | 5,450,000 | 5,450,000 | 5,450,000 |

Sub total - Benefits granted **11,338,608** **14,333,000** **14,333,000** **14,350,814**

Government subsidies (benefits)

| | | | | |
|--|-----------|-----------|-----------|-----------|
| Local housing allowances subsidy | 7,135,325 | 8,920,000 | 8,920,000 | 9,000,000 |
| Rent rebates subsidy (incl. non - HRA) | 4,706,547 | 5,450,000 | 5,450,000 | 5,722,500 |
| Local scheme subsidy | 0 | 3,800 | 3,800 | 3,700 |
| Incentive areas subsidy | 369 | 0 | 0 | 0 |

Sub total - subsidy and other items **11,842,241** **14,373,800** **14,373,800** **14,726,200**

Net expenditure on benefits granted **(503,633)** **(40,800)** **(40,800)** **(375,386)**

Net expenditure on benefits service **372,305** **850,850** **900,500** **513,164**

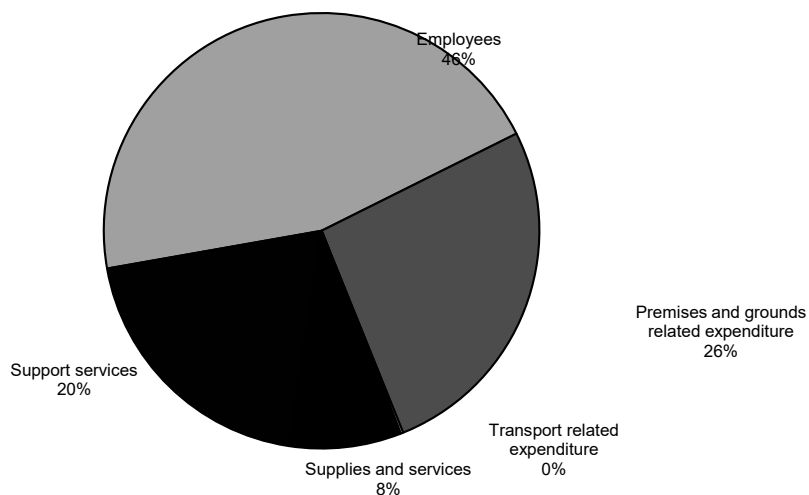
Housing Committee

Subjective analysis

| | <u>2024/25</u> | <u>2025/26</u> | <u>2025/26</u> | <u>2026/27</u> |
|--|-------------------|-------------------|-------------------|-------------------|
| | Actual | Estimate | Probable | Estimate |
| | £ | £ | £ | £ |
| <u>Expenditure</u> | | | | |
| Employees | 1,503,664 | 1,699,820 | 1,698,700 | 1,744,000 |
| Premises and grounds related expenditure | 1,080,626 | 1,043,200 | 1,095,650 | 1,008,130 |
| Transport related expenditure | 9,282 | 6,700 | 6,600 | 7,150 |
| Supplies and services | 427,556 | 316,690 | 361,490 | 319,687 |
| Support services | 679,740 | 748,200 | 778,500 | 761,150 |
| Depreciation & Impairment losses | 765 | 800 | 800 | 800 |
| Revenue expenditure | 3,701,633 | 3,815,410 | 3,941,740 | 3,840,917 |
| Housing benefits granted | 11,338,608 | 14,333,000 | 14,333,000 | 14,350,814 |
| Total expenditure | 15,040,240 | 18,148,410 | 18,274,740 | 18,191,731 |
| <u>Income</u> | | | | |
| Housing benefits subsidy | 11,842,241 | 14,373,800 | 14,373,800 | 14,726,200 |
| Government grants | 983,482 | 1,023,100 | 1,107,550 | 1,032,300 |
| Grants and contribution to costs | 257,169 | 233,000 | 233,000 | 233,000 |
| Fees and charges | 833,752 | 902,500 | 926,280 | 855,000 |
| Gross income | 13,916,644 | 16,532,400 | 16,640,630 | 16,846,500 |
| Net expenditure | 1,123,597 | 1,616,010 | 1,634,110 | 1,345,231 |
| | 0 | 0 | 0 | 0 |
| | (0) | 0 | 0 | 0 |

Expenditure Analysis 2025/26

(excluding Housing Benefits granted)



Community Services Committee

Budget for the year ending 31 March 2027

| | <u>2024/25</u> | <u>2025/26</u> | <u>2025/26</u> | <u>2026/27</u> |
|---------------------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| | Actual | Estimate | Probable | Estimate |
| | £ | £ | £ | £ |
| <u>Summary</u> | | | | |
| Older people services | | | | |
| Older people services administration | (337,486) | (198,050) | (200,850) | (208,550) |
| Centres for older people | 958,023 | 987,900 | 974,300 | 1,093,450 |
| Community meals service | 248,889 | 182,600 | 223,200 | 217,300 |
| Community alarm (Careline) | (153,469) | (89,900) | (30,300) | (72,000) |
| Community transport services | | | | |
| Runnymede community transport | 336,453 | 371,300 | 351,075 | 346,550 |
| Community Safety | | | | |
| Safer Runnymede | 554,496 | 589,750 | 707,500 | 814,850 |
| Community Safety Partnership | 152,717 | 188,250 | 188,250 | 165,550 |
| Assistance to voluntary organisations | | | | |
| Grant aid | 332,117 | 378,800 | 286,908 | 346,250 |
| Cultural and related services | | | | |
| Leisure and sports development | 387,775 | 470,050 | 481,700 | 526,000 |
| Chertsey Museum service | 174,619 | 281,800 | 284,850 | 302,500 |
| Community halls | 362,226 | 399,050 | 404,250 | 384,150 |
| Net expenditure | <u>3,016,361</u> | <u>3,561,550</u> | <u>3,670,883</u> | <u>3,916,050</u> |

Older People Services Administration

Service Description

| | |
|--------------------------|---|
| Budget Manager: | Business Centre Manager - Corporate Head of Community Services - Mr D Williams |
| Service Function: | The management and administration of community services. |
| Legal Status: | The National Assistance Act 1948 (Sec 29)
Health and Social Services and Social Security Adjudications Act 1983 (Sch,9,Part II)
Health Services and Public Health Act 1968 (Section 45)
NHS and Community Care Act 1990. |
| Service Basis: | Discretionary |

Budget for the year ending 31 March 2027

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|--|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| <u>Expenditure</u> | | | | |
| Employees | | | | |
| Direct Employee Expenses | 277,700 | 364,100 | 244,100 | 254,800 |
| Training & Recruitment | 10,313 | 22,600 | 22,600 | 22,600 |
| Premises Related Expenditure | | | | |
| Building Maintenance | 400 | 500 | 500 | 400 |
| Grounds Maintenance | 3,000 | 3,200 | 3,200 | 3,200 |
| Transport Related Expenditure | | | | |
| Car Allowances | 2,000 | 800 | 800 | 600 |
| Travelling Expenses | 583 | 500 | 500 | 500 |
| Supplies and Services | | | | |
| Catering Expenses | - | - | 100 | 100 |
| General Office Expenses | 5,509 | 11,250 | 9,150 | 11,150 |
| Communications and Computing | 2,247 | 2,500 | 2,500 | 2,500 |
| Services and Expenses | 127 | 100 | 100 | 100 |
| Miscellaneous Expenses - Third Party Insurance | 8,897 | 11,600 | 11,600 | 11,600 |
| Grants and Subscriptions | 646 | 0 | 0 | 0 |
| Sub Total | 311,421 | 417,150 | 295,150 | 307,550 |
| Support Services | 187,621 | 198,500 | 198,500 | 178,400 |
| Gross Expenditure | 499,042 | 615,650 | 493,650 | 485,950 |
| <u>Income</u> | | | | |
| Grants and Contributions | 186,823 | 164,000 | 164,800 | 164,800 |
| Surrey Heath Partnership - Contribution | 649,705 | 649,700 | 529,700 | 529,700 |
| Gross Income | 836,528 | 813,700 | 694,500 | 694,500 |
| Net Expenditure | (337,486) | (198,050) | (200,850) | (208,550) |

Centres for Older People

Service Description

| | |
|--------------------------|--|
| Budget Manager: | Business Centre Manager - Hayley Andrews |
| Service Function: | A safe, comfortable and professionally managed meeting place for older people that allows them the opportunity to benefit from the company of their peers, enjoy a hot nutritious meal and join in with a range of social and recreational activities. |
| Legal Status: | The National Assistance Act 1948 (Sec 29)
Health and Social Services and Social Security Adjudications Act 1983 (Sch.9,Part II)
Health Services and Public Health Act 1968
NHS and Community Care Act 1990. |
| Service Basis: | Discretionary |

Budget for the year ending 31 March 2027

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|------------------------------------|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| <u>Expenditure</u> | | | | |
| Employees | | | | |
| Direct Employee Expenses | 660,439 | 770,900 | 762,900 | 795,600 |
| Training & Recruitment | - | 700 | 700 | 700 |
| Premises Related Expenditure | | | | |
| Building Maintenance | 158,892 | 82,700 | 82,700 | 118,800 |
| Energy Costs | 63,485 | 85,200 | 85,200 | 79,500 |
| Water Services | 4,013 | 5,500 | 5,500 | 5,300 |
| Rent, Rates & Insurance | 41,104 | 31,300 | 31,300 | 31,800 |
| Cleaning and Domestic Supplies | 45,184 | 37,700 | 37,900 | 37,500 |
| Grounds Maintenance | 3,871 | 4,000 | 4,000 | 4,100 |
| Transport Related Expenditure | | | | |
| Direct Transport Costs | 8,225 | 0 | - | - |
| Car Allowances | 900 | 1,200 | 1,200 | 1,700 |
| Supplies and Services | | | | |
| Equipment, Furniture and Materials | 28,511 | 40,300 | 40,300 | 40,300 |
| Catering Expenses | 108,524 | 96,600 | 93,300 | 99,400 |
| Clothes, Uniform and Laundry | 641 | 450 | 450 | 450 |
| General Office Expenses | 2,544 | 0 | - | - |
| Communications and Computing | 10,295 | 6,300 | 6,300 | 6,300 |
| Services & Expenses | 3,247 | 7,100 | 7,100 | 7,100 |
| Miscellaneous Expenses | 20,346 | 0 | - | - |
| Sub Total | 1,160,221 | 1,169,950 | 1,158,850 | 1,228,550 |
| Support Services | 56,358 | 67,400 | 67,400 | 63,200 |
| Depreciation and Impairment Losses | 114,512 | 114,500 | 114,500 | 114,500 |
| Gross Expenditure | 1,331,091 | 1,351,850 | 1,340,750 | 1,406,250 |
| <u>Income</u> | | | | |
| Grants and Contributions | 109,924 | 113,500 | 113,500 | 113,500 |
| Sales, Fees and Charges | 263,143 | 250,450 | 252,950 | 199,300 |
| Gross Income | 373,068 | 363,950 | 366,450 | 312,800 |
| Net Expenditure | 958,023 | 987,900 | 974,300 | 1,093,450 |

Centres for Older People

Notes

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|---|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| <u>Net direct Expenditure of Centres</u> | | | | |
| Eileen Tozer Centre | 186,121 | 234,850 | 231,550 | 222,700 |
| Manor Farm Centre | 243,397 | 252,700 | 252,900 | 261,050 |
| Woodham and New Haw Centre | 282,469 | 207,750 | 199,750 | 301,700 |
| Windle Valley - SHBC | 115,461 | 156,500 | 154,000 | 171,400 |
| Windle Valley - SHBC Saturday Club | 3,252 | 4,900 | 4,900 | 5,400 |
| Other Costs (Depreciation etc.) | 127,322 | 131,200 | 131,200 | 131,200 |
| 958,023 | 987,900 | 974,300 | 1,093,450 | |

Community Meals Service (Meals-On-Wheels)

Service Description

| | |
|--------------------------|---|
| Budget Manager: | Business Centre Manager - Aline Poulter |
| Service Function: | To provide a seven day a week hot meals service to the homes of those Borough residents who are either frail or have mobility difficulties.
Since July 2005 this service has been managed in-house. |
| Legal Status: | The National Assistance Act 1948 (Section 29)
Health and Social Services and Social Security Adjudications Act 1983 (Sch.9,Part II)
Health Services and Public Health Act 1968.
NHS and Community Care Act 1990. |
| Service Basis: | Discretionary |
| Policy Objective: | The provision of safe, efficient, and cost effective Meals on Wheels for vulnerable people in the Borough. |

Budget for the year ending 31 March 2027

| | <u>2024/25</u> | <u>2025/26</u> | <u>2025/26</u> | <u>2026/27</u> |
|--|----------------|----------------|----------------|----------------|
| | Actual | Estimate | Probable | Estimate |
| | £ | £ | £ | £ |
| <u>Expenditure</u> | | | | |
| Employees | | | | |
| Direct Employee Expenses | 326,979 | 323,900 | 323,900 | 352,900 |
| Training & Recruitment | 42 | 0 | 0 | 0 |
| Premises Related Expenditure | | | | |
| Depot Recharge | 5,700 | 5,700 | 5,700 | 5,800 |
| Cleaning and Domestic Supplies | 521 | 600 | 600 | 600 |
| Transport Related Expenditure | | | | |
| Direct Transport Costs | 32,099 | 71,600 | 71,600 | 71,400 |
| Car Allowances | 1,900 | 1,500 | 1,500 | 1,600 |
| Supplies and Services | | | | |
| Equipment, Furniture and Materials | 4,005 | 5,300 | 5,300 | 5,300 |
| Catering Expenses | 199,513 | 204,700 | 190,000 | 195,700 |
| Clothes, Uniform and Laundry | 1,658 | 1,400 | 1,400 | 1,400 |
| General Office Expenses | - | 100 | 100 | 100 |
| Communications and Computing | 1,125 | 1,300 | 1,300 | 1,300 |
| Services & Expenses | 1 | 0 | 0 | 0 |
| Sub Total | 573,543 | 616,100 | 601,400 | 636,100 |
| Support Services | 34,800 | 38,000 | 38,000 | 34,000 |
| Depreciation and Impairment Losses | 30,960 | 0 | 0 | 0 |
| Gross Expenditure | 639,303 | 654,100 | 639,400 | 670,100 |
| <u>Income</u> | | | | |
| Grants and contributions - SCC Care Contribution | 9,994 | 10,000 | 10,000 | 10,000 |
| Surrey Heath Partnership - Contribution | 202,120 | 231,200 | 175,000 | 200,000 |
| Runnymede working - Sales, Fees and Charges | 178,300 | 230,300 | 231,200 | 242,800 |
| Gross Income | 390,414 | 471,500 | 416,200 | 452,800 |
| Net Expenditure | 248,889 | 182,600 | 223,200 | 217,300 |

Community Alarm (Careline System)

Service Description

| | |
|--------------------------|---|
| Budget Manager: | Business Centre Manager - Hayley Andrews |
| Service Function: | To provide a cost effective service that is available to the Borough's vulnerable people. |
| Legal Status: | National Health Service and Community Care Act 1990. |
| Service Basis: | Discretionary |
| Policy Objective: | To provide vulnerable people with a means of communication and support. |

Budget for the year ending 31 March 2027

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|---|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| <u>Expenditure</u> | | | | |
| Employees | | | | |
| Direct Employee Expenses | 346,400 | 374,700 | 394,700 | 388,800 |
| Transport related expenditure | | | | |
| Car Allowances | 10,900 | 10,900 | 10,900 | 14,500 |
| Supplies and services | | | | |
| Equipment, Furniture and Materials | 8,609 | 78,100 | 78,100 | 78,100 |
| General Office Expenses | 162 | 1,700 | 1,700 | 1,700 |
| Communications and Computing | 3,446 | 1,600 | 1,600 | 1,600 |
| Sub Total | 369,517 | 467,000 | 487,000 | 484,700 |
| Support services | 148,648 | 167,200 | 167,200 | 167,600 |
| Gross Expenditure | 518,165 | 634,200 | 654,200 | 652,300 |
| <u>Income</u> | | | | |
| Government Grants | 25,000 | 25,000 | 0 | 0 |
| Rents and Leases: | | | | |
| Surrey Heath Partnership - Contribution | 248,263 | 279,600 | 265,000 | 291,300 |
| Runnymede - Contribution | 277,336 | 298,500 | 298,500 | 312,000 |
| Runnymede - Sales, Fees and Charges | 536 | 500 | 500 | 500 |
| Recharges to HRA Services | 120,500 | 120,500 | 120,500 | 120,500 |
| Gross Income | 671,634 | 724,100 | 684,500 | 724,300 |
| Net Expenditure | (153,469) | (89,900) | (30,300) | (72,000) |

Runnymede Community Transport

Service Description

| | |
|---------------------------|---|
| Budget Manager: | Business Centre Manager - Andy Pickering |
| Service Function: | To provide accessible transport services for older Runnymede residents and those with disabilities. |
| Legal Status: | 1985 Transport Act
Health Service and Public Health Act 1968 (DHSS Circular 17/71)
1990 NHS and Community Care Act.
Local Government Act 2003, Highways Act 1980 and associated legislation. |
| Service Basis: | Discretionary |
| Policy Objectives: | To provide a safe, efficient and cost effective transport service for vulnerable people living in Runnymede and introduce a series of initiatives that are designed to create safe and secure journeys. |

Budget for the year ending 31 March 2027

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|--|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| Expenditure | | | | |
| Employees | | | | |
| Direct Employee Expenses | 468,145 | 574,100 | 505,375 | 531,800 |
| Training & Recruitment | 697 | 0 | 0 | 0 |
| Premises Related Expenditure | | | | |
| Depot recharge | 13,600 | 13,600 | 13,600 | 14,000 |
| Cleaning and Domestic Supplies | 319 | 250 | 250 | 250 |
| Transport Related Expenditure | | | | |
| Direct Transport Costs | 88 | 100 | 100 | 100 |
| Transport Recharges | 168,879 | 198,150 | 188,250 | 181,400 |
| Car Allowances | 4,200 | 5,400 | 5,400 | 4,400 |
| Supplies and Services | | | | |
| Equipment, Furniture and Materials | 80 | 4,100 | 4,100 | 4,100 |
| Clothes, Uniform and Laundry | 0 | 1,600 | 1,600 | 1,600 |
| General Office Expenses | 557 | 1,100 | 1,100 | 1,100 |
| Communications and Computing | 11,676 | 12,100 | 16,600 | 16,600 |
| Sub Total | 668,242 | 810,500 | 736,375 | 755,350 |
| Support Services | 56,105 | 59,800 | 59,800 | 53,900 |
| Depreciation and Impairment Losses | 29,546 | 35,000 | 35,000 | 35,000 |
| Gross Expenditure | 753,893 | 905,300 | 831,175 | 844,250 |
| Income | | | | |
| Grants and Contributions | | | | |
| Surrey County Council partnership work | 159,002 | 140,600 | 95,000 | 98,900 |
| SHBC payment towards partnership | - | 116,800 | 116,800 | 116,800 |
| Surrey County Council grant support: | | | | |
| - Social Services | 97,253 | 95,800 | 95,800 | 95,800 |
| - Transport Unit | 74,720 | 68,300 | 68,300 | 68,300 |
| Sales, Fees and Charges | 83,465 | 109,500 | 101,200 | 114,900 |
| Recharge to Services | 3,000 | 3,000 | 3,000 | 3,000 |
| Gross Income | 417,440 | 534,000 | 480,100 | 497,700 |
| Net Expenditure | 336,453 | 371,300 | 351,075 | 346,550 |

Notes

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|--|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| Net expenditure includes the following: | | | | |
| Community Transport - Runnymede | 251,054 | 182,350 | 184,550 | 179,650 |
| Community Transport - Surrey Heath | 85,399 | 188,950 | 166,525 | 166,700 |
| | 336,454 | 371,300 | 351,075 | 346,350 |

Safer Runnymede

Service Description

| | |
|---------------------------|--|
| Budget Manager: | Business Centre Manager - Corporate Head of Community Services - Mr D Williams |
| Service Function: | Operation of a 24-hour care centre to monitor town centre CCTV, receive telecare calls, out of hours emergency calls and alarms from Council properties.
Provide a communications centre in the event of any major emergency behaviour |
| Legal Status: | Criminal justice and Public Order Act 1994, Section 163
Crime and Disorder Acts 1998 and 2003 |
| Service Basis: | Discretionary |
| Policy Objectives: | To protect life and property
To minimise the incidence and perception of crime and disorder in the community
To contribute to the environmental and social well being of the Borough
To support the concept of local neighbourhood policing
To support the Borough contributions to the community safety strategy
To support a system to ensure problem locations and individuals are dealt with effectively with agencies sharing relevant information |

Budget for the year ending 31 March 2027

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|---|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| Expenditure | | | | |
| Employees | | | | |
| Direct Employee Expenses | 713,800 | 851,300 | 851,300 | 959,300 |
| Training & Recruitment | 9,710 | 2,600 | 2,700 | 2,700 |
| Premises Related Expenditure | | | | |
| Energy Costs | 3,018 | 4,500 | 4,500 | 4,500 |
| Rent, Rates & Insurance | 4,352 | 4,400 | 4,400 | 300 |
| Grounds Maintenance | 796 | 500 | 500 | 400 |
| Transport Related Expenditure | | | | |
| Travelling Expenses | - | 100 | 100 | 100 |
| Car Allowances | 1,300 | 1,000 | 1,000 | 100 |
| Supplies and Services | | | | |
| Equipment, Furniture and Materials | 52,417 | 29,000 | 29,000 | 22,700 |
| Camera Maintenance Agreements | 172,126 | 185,000 | 209,000 | 200,000 |
| Catering Expenses | - | 100 | 100 | 100 |
| Clothes, Uniform and Laundry | 123 | 600 | 600 | 600 |
| General Office Expenses | 1,484 | 2,700 | 2,400 | 2,200 |
| Communications and Computing | 59,208 | 49,400 | 49,400 | 49,400 |
| Communications Equipment - Maintenance Agreements | 42,960 | 47,900 | 47,900 | 47,900 |
| Services & Expenses | 1,785 | 2,200 | 2,200 | 2,200 |
| Miscellaneous Expenses | 614 | 600 | 600 | 600 |
| Sub Total | 1,063,695 | 1,181,900 | 1,205,700 | 1,293,100 |
| Support Services | 172,788 | 195,200 | 195,200 | 190,400 |
| Depreciation and Impairment Losses | 117,568 | 102,300 | 102,300 | 102,300 |
| Gross Expenditure | 1,354,051 | 1,479,400 | 1,503,200 | 1,585,800 |
| Income | | | | |
| Costs recovered from third parties (for services) | 469,713 | 542,100 | 448,150 | 420,400 |
| Other Grants and Contributions | 66,277 | 56,250 | 56,250 | 56,250 |
| Sales, Fees and Charges | 20,239 | 35,100 | 35,100 | 35,100 |
| Recharges to Services | 243,327 | 256,200 | 256,200 | 259,200 |
| Gross Income | 799,556 | 889,650 | 795,700 | 770,950 |
| Net Expenditure | 554,496 | 589,750 | 707,500 | 814,850 |

Community Safety Partnership

Service Description

| | |
|---------------------------|---|
| Budget Manager: | Community Safety Manager - Katie Walker |
| Service Function: | Develop the community safety partnership function including initiatives to reduce crime and disorder, and the fear of crime, working with other agencies. |
| Legal Status: | Criminal Justice and Public Order Act 1994, Section 163
Crime and Disorder Acts 1998 and 2003 |
| Service Basis: | Statutory |
| Policy Objectives: | To minimise the incidence and perception of crime and disorder in the community
To contribute to the environmental and social well being of the Borough
To support the concept of local neighbourhood policing
To support the Borough contributions to the community safety strategy
To support a system to ensure problem locations and individuals are dealt with effectively with agencies sharing relevant information
To examine and develop neighbourhood partnerships |

Budget for the year ending 31 March 2027

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|--------------------------------|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| <u>Expenditure</u> | | | | |
| Employees | | | | |
| Direct Employee Expenses | 144,700 | 158,000 | 158,000 | 134,900 |
| Training & Recruitment | 1,265 | 1,100 | 1,100 | 1,100 |
| Premises Related Expenditure | | | | |
| Grounds Maintenance | 300 | 400 | 400 | 300 |
| Transport Related Expenditure | | | | |
| Car Allowances | 400 | 400 | 400 | 300 |
| Travelling Expenses | 1 | 0 | 0 | 0 |
| Supplies and Services | | | | |
| Communications and Computing | 361 | 300 | 300 | 300 |
| Grants and Subscriptions | (309) | 5,000 | 5,000 | 5,000 |
| Miscellaneous Expenses: | 18 | 0 | 0 | 0 |
| - Joint Action Group (JAG) | 2,932 | 3,400 | 3,400 | 3,400 |
| - New Projects | 40,611 | 600 | 600 | 600 |
| - ECINS | 2,909 | 3,450 | 3,450 | 3,450 |
| - Domestic Homicide Review | 5,000 | 7,500 | 7,500 | 7,500 |
| - Domestic Abuse | 29,986 | 39,800 | 40,300 | 40,300 |
| Sub Total | 228,174 | 219,950 | 220,450 | 197,150 |
| Support Services | 11,800 | 13,100 | 13,100 | 13,700 |
| Gross Expenditure | 239,974 | 233,050 | 233,550 | 210,850 |
| <u>Income</u> | | | | |
| Other Grants and Contributions | 47,420 | 5,000 | 5,000 | 5,000 |
| Government Grants | 39,836 | 39,800 | 40,300 | 40,300 |
| Gross Income | 87,256 | 44,800 | 45,300 | 45,300 |
| Net Expenditure | 152,717 | 188,250 | 188,250 | 165,550 |

Grant Aid

Service Description

| | |
|---------------------------|---|
| Budget Manager: | Head of Democratic Services - G Lelliott
(1) - Community Development Officer - C. Noble
(2) - Corporate Head of Community Services - D Williams |
| Service Function: | Awards under the Council's capital and revenue Grant Aid schemes |
| Legal Status: | Local Government Act 2000
Local Government Miscellaneous Provisions Act 1976
Discretionary rate relief - Local Government Finance Act 1988 |
| Service Basis: | Discretionary |
| Policy Objectives: | Detailed within scheme criteria set for each category of grant aid. Provision of grant aid controlled by this Committee to ensure policy objectives are met and efficiency of administration.

Community service related grants are cash limited from the 2007/08 financial year. |

Budget for the year ending 31 March 2027

| | <u>2024/25</u> | <u>2025/26</u> | <u>2025/26</u> | <u>2026/27</u> |
|---|----------------|-----------------|-----------------|-----------------|
| <u>Expenditure</u> | <u>Actual</u> | <u>Estimate</u> | <u>Probable</u> | <u>Estimate</u> |
| | £ | £ | £ | £ |
| Employees | | | | |
| Direct Employee Expenses | 8,800 | 10,700 | 10,700 | 12,700 |
| Supplies and Services | | | | |
| Corporate Grants | | | | |
| General | 400 | 500 | 500 | 500 |
| Christmas Decorations | 22,842 | 17,200 | 0 | 7,100 |
| Magna Carta Trust Contributions | - | 800 | 800 | 800 |
| Runnymede Access Liaison group | 1,650 | 1,650 | 1,650 | 1,650 |
| Community related grants | | | | |
| Addlestone Community Assoc. | 3,190 | 3,200 | 3,200 | 3,200 |
| Arts | - | 700 | 0 | 0 |
| Basingstoke Canal Contribution | 8,000 | 8,000 | 8,000 | 8,000 |
| Citizens Advice Bureau | 114,070 | 114,100 | 114,100 | 114,100 |
| Community First Initiative | - | 24,000 | 24,000 | 24,000 |
| Englefield Green Funding | 10,080 | 17,000 | (47,342) | 0 |
| General Provision | 3,421 | 4,000 | 4,000 | 4,000 |
| Grants for Community Events | 4,800 | 14,300 | 7,500 | 7,500 |
| Partnership Officer Grants | - | 7,700 | 7,700 | 7,700 |
| Period Poverty | 3,876 | 5,000 | 5,000 | 5,000 |
| Runnymede Association of Voluntary Services | 37,070 | 37,100 | 37,100 | 37,100 |
| Property Related Grants | | | | |
| Rent Abatement Grants | 87,118 | 89,850 | 87,000 | 87,000 |
| Sub Total | 305,317 | 355,800 | 263,908 | 320,350 |
| Support Services | 26,800 | 23,000 | 23,000 | 25,900 |
| Gross Expenditure | 332,117 | 378,800 | 286,908 | 346,250 |
| Net Expenditure | 332,117 | 378,800 | 286,908 | 346,250 |

Leisure and Sports Development

| Service Description | |
|--------------------------|--|
| Budget Managers: | Business Centre Manager - C Noble
Business Centre Manager - A Jones |
| Service Function: | To actively promote participation in recreation and leisure activities by children and young people throughout the borough by identifying new opportunities and providing targeted events and activities in partnership with other agencies. |
| Legal Status: | The Local Government (Miscellaneous Provisions) Act 1976. |
| Service Basis: | Discretionary |

| Budget for the year ending 31 March 2027 | | | | |
|--|----------------|------------------|------------------|------------------|
| | <u>2024/25</u> | <u>2025/26</u> | <u>2025/26</u> | <u>2026/27</u> |
| <u>Expenditure</u> | <u>Actual</u> | <u>Estimate</u> | <u>Probable</u> | <u>Estimate</u> |
| | £ | £ | £ | £ |
| Employees | | | | |
| Direct Employee Expenses | 214,459 | 205,000 | 205,000 | 211,300 |
| Training and Recruitment | 504 | 700 | 700 | 600 |
| Premises Related Expenditure | | | | |
| Grounds Maintenance | 3,474 | 3,100 | 1,500 | 3,100 |
| Rent, Rates and Insurance | 18,834 | 22,000 | 22,000 | 22,000 |
| Transport Related Expenditure | | | | |
| Travelling Expenses | 54 | 150 | 150 | 150 |
| Car allowances | 1,800 | 1,500 | 1,500 | 2,200 |
| Supplies and Services | | | | |
| Equipment, Furniture and Materials | 101 | 4,150 | 2,650 | 2,650 |
| Clothes, Uniform and Laundry | 1,064 | 1,500 | 1,500 | 1,500 |
| General Office Expenses | 12,547 | 15,300 | 15,300 | 15,300 |
| Communications and Computing | 3,601 | 3,900 | 3,900 | 3,900 |
| Services and Expenses | 3,586 | 5,800 | 9,550 | 8,800 |
| Condition Surveys | - | - | - | 25,000 |
| Family Support Program | - | 62,000 | 62,000 | 62,000 |
| Miscellaneous Expenses | 19,854 | 32,000 | 32,000 | 32,000 |
| Grants and Subscriptions | 3,011 | 0 | 5,750 | 5,000 |
| Public Liability Insurance | 925 | 1,200 | 1,200 | 1,200 |
| Youth Leisure Development Provision | 133,603 | 155,750 | 150,000 | 150,000 |
| Sub Total | 417,417 | 514,050 | 514,700 | 546,700 |
| Support Services | 47,108 | 51,400 | 51,400 | 63,700 |
| Depreciation and Impairment Losses | 438,278 | 438,300 | 438,300 | 438,300 |
| Gross Expenditure | 902,803 | 1,003,750 | 1,004,400 | 1,048,700 |
| Income | | | | |
| Grants and Contributions | 37,672 | 39,000 | 39,000 | 39,000 |
| Sales, Fees and Charges | 27,106 | 44,700 | 33,700 | 33,700 |
| Rent and Leases | 450,250 | 450,000 | 450,000 | 450,000 |
| Gross Income | 515,028 | 533,700 | 522,700 | 522,700 |
| Net Expenditure | 387,775 | 470,050 | 481,700 | 526,000 |

| Notes | | | | |
|--|----------------|-----------------|-----------------|-----------------|
| | <u>2024/25</u> | <u>2025/26</u> | <u>2025/26</u> | <u>2026/27</u> |
| <u>Net expenditure includes the following:</u> | <u>Actual</u> | <u>Estimate</u> | <u>Probable</u> | <u>Estimate</u> |
| | £ | £ | £ | £ |
| Arts Development | 22,200 | 24,400 | 24,400 | 26,200 |
| Sports Development | 49,876 | 48,600 | 48,600 | 51,650 |
| Tennis Development | (1,847) | (16,900) | (9,000) | (7,400) |
| Surrey Youth Games | 41,061 | 32,600 | 32,600 | 34,400 |
| Youth Development | 133,603 | 150,000 | 150,000 | 150,000 |
| Holiday Activities | (1,760) | 0 | 0 | 0 |
| Family Support Program | - | 62,000 | 62,000 | 62,000 |
| General Expenditure | 144,641 | 169,350 | 173,100 | 209,150 |
| | <u>387,775</u> | <u>470,050</u> | <u>481,700</u> | <u>526,000</u> |

Chertsey Museum Service

Service Description

| | |
|--------------------------|---|
| Budget Manager: | Business Centre Manager - Museum Curator Emma Warren |
| Service Function: | To provide a community based museum service embracing the collection, management and display of a wide range of artefacts illustrating the history of the Borough and the Olive Matthews Collection in keeping with the terms of the lease and agreement with the Trustees. |
| Legal Status: | Public Libraries and Museums Act 1964. |
| Service Basis: | Discretionary |

Budget for the year ending 31 March 2027

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|------------------------------------|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| <u>Expenditure</u> | | | | |
| Employees | | | | |
| Direct Employee Expenses | 222,959 | 212,500 | 212,500 | 226,250 |
| Training and Recruitment | 970 | 500 | 500 | 500 |
| Premises Related Expenses | | | | |
| Building Maintenance | 12,772 | 14,200 | 14,200 | 16,300 |
| Energy and Utility Costs | 7,211 | 10,900 | 10,900 | 10,200 |
| Rent, Rates and Insurance | (52,246) | 29,300 | 29,300 | 29,300 |
| Cleaning and Domestic Supplies | 9,338 | 1,400 | 1,300 | 1,400 |
| Grounds Maintenance | 443 | 600 | 600 | 600 |
| Transport Related Expenditure | | | | |
| Travelling Expenses | 198 | 100 | 100 | 100 |
| Car Allowances | 1,400 | 1,500 | 1,500 | 700 |
| Supplies and Services | | | | |
| Equipment, Furniture and Materials | 2,161 | 10,300 | 10,300 | 10,300 |
| Catering Expenses | 88 | 50 | 50 | 50 |
| General Office Expenses | 9,045 | 8,350 | 8,300 | 7,900 |
| Communication and Computing | 6,809 | 7,000 | 7,000 | 7,000 |
| Service and Expenses | 2,114 | 2,300 | 2,300 | 2,300 |
| Miscellaneous Expenses: | | | | |
| - Exhibits and Exhibitions | 6,949 | 7,600 | 6,100 | 7,600 |
| - Museum Projects | 9,782 | 11,200 | 10,900 | 10,900 |
| Sub Total | 239,992 | 317,800 | 315,850 | 331,400 |
| Support Services | 71,416 | 76,300 | 81,300 | 87,100 |
| Depreciation and Impairment Losses | 2,887 | 300 | 300 | 300 |
| Gross Expenditure | 314,295 | 394,400 | 397,450 | 418,800 |
| <u>Income</u> | | | | |
| Grants and Contributions: | | | | |
| - Olive Matthews Collection Trust | 80,755 | 72,000 | 72,000 | 72,000 |
| - Museum Projects | 6,615 | 8,000 | 8,000 | 8,000 |
| - Other Grants | 11,871 | 2,200 | 2,200 | 3,100 |
| Sales, Fees and Charges | 40,434 | 30,400 | 30,400 | 33,200 |
| Gross Income | 139,676 | 112,600 | 112,600 | 116,300 |
| Net Expenditure | 174,619 | 281,800 | 284,850 | 302,500 |

Community Halls

Service Description

| | |
|--------------------------|---|
| Budget Managers: | Business Centre Manager - Hayley Andrews |
| Service Function: | To provide the community with facilities for a wide range of indoor activities catering for differing interests and age groups at Chertsey Hall, and the Hythe Centre |
| Legal Status: | Local Government (Miscellaneous Provisions) Act 1976. |
| Service Basis: | Discretionary |

Budget for the year ending 31 March 2027

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|------------------------------------|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| <u>Expenditure</u> | | | | |
| Employees | | | | |
| Direct employee Expenses | 133,576 | 129,000 | 129,000 | 103,700 |
| Training and Recruitment | - | 600 | 600 | 600 |
| Premises Related Expenses | | | | |
| Building Maintenance | 56,416 | 23,800 | 24,600 | 32,250 |
| Energy and Utility Costs | 52,767 | 58,200 | 43,200 | 30,700 |
| Rent, Rates and Insurance | 27,596 | 28,500 | 28,500 | 11,800 |
| Cleaning and Domestic Supplies | 13,951 | 11,100 | 16,800 | 5,900 |
| Grounds Maintenance | 5,796 | 8,200 | 8,200 | 300 |
| Transport Related Expenditure | | | | |
| Car Allowances | 1,300 | 500 | 500 | 700 |
| Supplies and Services | | | | |
| Equipment, Furniture and Materials | 457 | 4,800 | 4,800 | 2,200 |
| Clothes, Uniform and Laundry | - | 400 | 400 | 300 |
| General Office Expenses | 2,237 | 450 | 450 | 250 |
| Communications and Computing | 5,644 | 3,700 | 3,700 | 2,000 |
| Services and Expenses | 543 | 2,100 | 2,400 | 1,000 |
| Miscellaneous Expenses | 681 | 0 | 0 | 0 |
| Sub Total | 300,963 | 271,350 | 263,150 | 191,700 |
| Support Services | 132,551 | 155,900 | 155,900 | 169,400 |
| Depreciation and Impairment Losses | 65,958 | 66,800 | 66,800 | 66,800 |
| Gross Expenditure | 499,472 | 494,050 | 485,850 | 427,900 |
| <u>Income</u> | | | | |
| Sales, Fees and Charges | 115,496 | 77,250 | 63,850 | 41,000 |
| Rents and Leases | 21,750 | 17,750 | 17,750 | 2,750 |
| Gross Income | 137,246 | 95,000 | 81,600 | 43,750 |
| Net Expenditure | 362,226 | 399,050 | 404,250 | 384,150 |

Notes

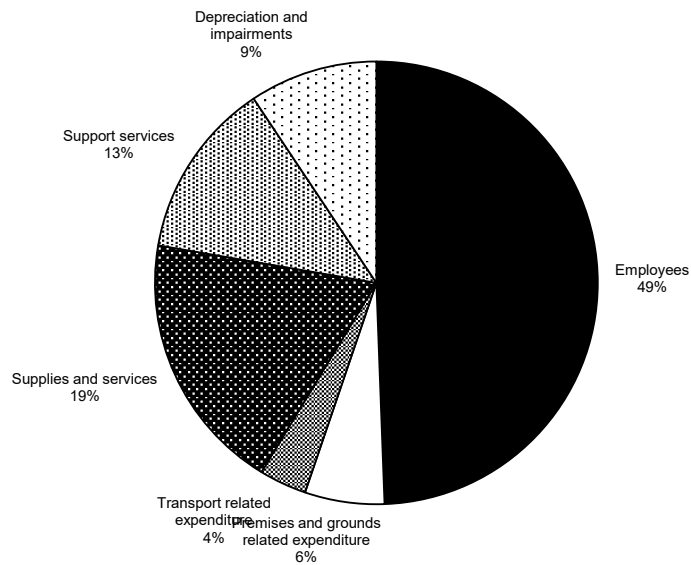
| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|---|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| <u>Net direct expenditure of halls</u> | | | | |
| General Expenditure | 225,290 | 248,050 | 248,050 | 262,150 |
| Chertsey Hall | 103,801 | 94,600 | 84,300 | 123,150 |
| The Hythe Centre | 34,367 | 57,550 | 73,050 | 0 |
| Thorpe Village Hall | (1,231) | (1,150) | (1,150) | (1,150) |
| Net Expenditure | 362,226 | 399,050 | 404,250 | 384,150 |

Community Services Committee

Subjective Analysis

| | <u>2024/25</u> | <u>2025/26</u> | <u>2025/26</u> | <u>2026/27</u> |
|--|------------------|------------------|------------------|------------------|
| | Actual | Estimate | Probable | Estimate |
| | £ | £ | £ | £ |
| Expenditure | | | | |
| Employees | 3,541,459 | 4,003,000 | 3,826,375 | 4,000,850 |
| Premises and grounds related expenditure | 504,905 | 491,350 | 481,350 | 470,600 |
| Transport related expenditure | 236,227 | 295,400 | 285,500 | 280,550 |
| Supplies and services | 1,355,910 | 1,551,800 | 1,469,308 | 1,540,650 |
| Support services | 945,996 | 1,045,800 | 1,050,800 | 1,047,300 |
| Depreciation and impairments | 799,709 | 757,200 | 757,200 | 757,200 |
| Gross Expenditure | 7,384,207 | 8,144,550 | 7,870,533 | 8,097,150 |
| Income | | | | |
| Government grants | 64,836 | 64,800 | 40,300 | 40,300 |
| Grants, donations and sponsorship | 888,328 | 891,450 | 846,650 | 851,450 |
| Sales, fees and charges | 2,327,592 | 2,499,700 | 2,200,250 | 2,162,600 |
| Rents and leases | 720,263 | 747,350 | 732,750 | 744,050 |
| Recharges to other services | 366,827 | 379,700 | 379,700 | 382,700 |
| Other income | 0 | | | |
| Gross Income | 4,367,846 | 4,583,000 | 4,199,650 | 4,181,100 |
| Net Expenditure | 3,016,361 | 3,561,550 | 3,670,883 | 3,916,050 |

Expenditure Analysis 2026/2027



Environment and Sustainability Committee

Budget for the year ending 31 March 2027

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|---|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| Summary | | | | |
| Environmental and regulatory services | | | | |
| Environmental administration | (308) | (1,320) | (800) | (300) |
| Environmental enforcement | (2,425) | 20 | 20 | (80) |
| Pollution control | 240,648 | 277,755 | 271,585 | 279,535 |
| Local air pollution | 52,203 | 52,925 | 52,550 | 55,350 |
| Occupational health, safety and welfare | 119,170 | 114,470 | 114,420 | 120,120 |
| Food safety and hygiene | 205,342 | 244,402 | 243,485 | 272,385 |
| Pest control and dog warden service | 32,343 | 41,150 | 45,400 | 42,800 |
| Animal welfare licensing | 8,926 | 11,100 | 13,370 | 12,200 |
| Housing Enforcement (Housing Standards) | 156,310 | 150,860 | 142,260 | 147,700 |
| Recycling and environmental initiatives | 1,590,701 | 1,655,065 | 1,659,485 | 1,713,675 |
| Green waste collection | (257,156) | (318,157) | (268,262) | (257,744) |
| Refuse collection - domestic | 958,830 | 1,037,145 | 1,028,915 | 1,176,415 |
| Refuse collection - trade waste | (175,344) | (110,440) | (105,030) | (95,400) |
| Street cleansing | 964,864 | 999,025 | 1,001,044 | 1,071,924 |
| Public conveniences | 15,280 | 13,856 | 14,028 | 13,318 |
| Flood mitigation | 185,364 | 200,324 | 201,554 | 162,754 |
| Energy management and climate change | 125,884 | 191,985 | 235,820 | 241,225 |
| Green Spaces | | | | |
| Grounds Maintenance | 238,066 | 28,678 | 53,414 | 22,164 |
| Allotments | 5,366 | 13,376 | 12,265 | 31,595 |
| Parks and open spaces | 1,780,977 | 2,052,670 | 2,166,608 | 2,016,044 |
| Cemeteries and closed churchyards | (6,543) | 51,132 | 101,402 | 81,329 |
| Highways and transport services | | | | |
| Car parks & On street parking enforcement | (268,280) | (137,427) | 65,795 | (154,001) |
| Environmental maintenance | 58,348 | 70,310 | 70,400 | 75,430 |
| Borough highways functions | 44,153 | 53,649 | 198,816 | -60,984 |
| Markets and street trading | 8,600 | 10,100 | 10,100 | 15,100 |
| Engineering services | (2,876) | (418) | (520) | 180 |
| Net expenditure | 6,078,442 | 6,702,235 | 7,328,124 | 6,982,734 |

Environmental administration

Service description

Budget manager: Environmental Health Manager - D. Bradding

Service function: To administer the environmental flare computer system

Service Basis: Statutory

Budget for the year ending 31 March 2027

| | <u>2024/25</u> | <u>2025/26</u> | <u>2025/26</u> | <u>2026/27</u> |
|------------------------------------|----------------|----------------|----------------|----------------|
| | Actual | Estimate | Probable | Estimate |
| | £ | £ | £ | £ |
| Expenditure | | | | |
| Employees | | | | |
| Direct employee expenses | 8,100 | 10,800 | 10,800 | 11,400 |
| Training and recruitment | 284 | 0 | 250 | 250 |
| Transport related expenditure | | | | |
| Travelling and subsistence | 12 | 100 | 100 | 100 |
| Car allowances | 200 | 200 | 200 | 100 |
| Supplies and services | | | | |
| General office expenses | 150 | 180 | 150 | 150 |
| Communications and computing | 21,392 | 21,900 | 22,200 | 23,000 |
| Sub Total | 30,138 | 33,180 | 33,700 | 35,000 |
| Support services | 4,000 | 4,100 | 4,100 | 3,500 |
| Depreciation and impairment losses | 54 | 0 | 0 | 0 |
| Gross expenditure | 34,192 | 37,280 | 37,800 | 38,500 |
| Income | | | | |
| Other income and recharges | 34,500 | 38,600 | 38,600 | 38,800 |
| Gross income | 34,500 | 38,600 | 38,600 | 38,800 |
| Net expenditure (income) | (308) | (1,320) | (800) | (300) |

Environmental enforcement

Service description

| | |
|---------------------------|--|
| Budget manager: | Environmental Health Manager - D. Bradding |
| Service function: | Investigation of fly-tips on public land.
Enforcement of waste duty of care legislation and domestic waste issues. |
| Service Basis: | Statutory |
| Legal status: | Environmental Protection Act 1990
Clean Neighbourhoods and Environment Act 2005 |
| Policy objectives: | Effective enforcement and control of illegal waste disposal within Runnymede.
Maintain and enhance the local environment. |

Budget for the year ending 31 March 2027

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|------------------------------------|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| Expenditure | | | | |
| Employees | | | | |
| Direct employee expenses | 43,300 | 48,700 | 47,700 | 50,000 |
| Training and recruitment | - | 0 | 0 | 0 |
| Premises related expenses | | | | |
| Grounds maintenance | - | 750 | 750 | 750 |
| Transport related expenditure | | | | |
| Car allowances | 4,000 | 3,500 | 3,500 | 3,600 |
| Travelling and subsistence | - | 0 | 0 | 0 |
| Supplies and services | | | | |
| Equipment, furniture and materials | 3,087 | 1,500 | 1,500 | 1,500 |
| Protective clothing | 0 | 0 | 0 | 0 |
| General office expenses | 1,117 | 1,000 | 1,000 | 1,000 |
| Communications and computing | 276 | 120 | 320 | 320 |
| Sub Total | 51,780 | 55,570 | 54,770 | 57,170 |
| Support services | 10,300 | 11,500 | 11,600 | 29,900 |
| Gross expenditure | 62,080 | 67,070 | 66,370 | 87,070 |
| Income | | | | |
| Other grants and contributions | 3,205 | 3,250 | 2,250 | 2,250 |
| Other income and recharges | 61,300 | 63,800 | 64,100 | 84,900 |
| Gross income | 64,505 | 67,050 | 66,350 | 87,150 |
| Net expenditure | (2,425) | 20 | 20 | (80) |

Pollution control

Service description

| | |
|---------------------------|---|
| Budget manager: | Environmental Health Manager - D. Bradding |
| Service function: | Monitoring of pollution levels; responding to complaints; service of notices; emergency response. |
| Service Basis: | Statutory |
| Legal status: | Environmental Protection Act (EPA) 1990 (mandatory)
The Environment Act 1995 (mandatory)
Clean Air Act 1993 (mandatory), Control of Pollution Act 1974 (mandatory)
Clean Neighbourhoods and Environment Act 2005 |
| Policy objectives: | Effective control of environmental and noise pollution to meet duties and standards laid down in statute. Long term monitoring of air quality, air quality assessments. To complete contaminated land assessments. |

Budget for the year ending 31 March 2027

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|------------------------------------|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| Expenditure | | | | |
| Employees | | | | |
| Direct employee expenses | 164,100 | 183,700 | 183,700 | 195,100 |
| Training and recruitment | 11,652 | 11,450 | 10,550 | 5,650 |
| Premises related expenses | | | | |
| Grounds maintenance | 0 | 0 | 0 | 0 |
| Transport related expenditure | | | | |
| Travelling and subsistence | 310 | 125 | 125 | 125 |
| Car allowances | 1,300 | 1,200 | 1,200 | 1,100 |
| Supplies and services | | | | |
| Equipment, furniture and materials | 2,564 | 2,060 | 1,960 | 2,260 |
| Catering Expenses | 0 | 200 | 0 | 0 |
| General office expenses | 130 | 245 | 200 | 200 |
| Communication and computing | 2,036 | 1,650 | 1,850 | 1,850 |
| Services and expenses: | | | | |
| - Contaminated land | 0 | 10,050 | 5,050 | 5,050 |
| - Other expenses | 4,496 | 8,675 | 7,750 | 7,300 |
| Sub Total | 186,588 | 219,355 | 212,385 | 218,635 |
| Support services | 56,026 | 61,800 | 61,800 | 63,000 |
| Gross expenditure | 242,614 | 281,155 | 274,185 | 281,635 |
| Income | | | | |
| Other Grants & Contributions | 0 | 0 | 500 | 0 |
| Sales, fees and charges | 1,966 | 3,400 | 2,100 | 2,100 |
| Gross income | 1,966 | 3,400 | 2,600 | 2,100 |
| Net expenditure | 240,648 | 277,755 | 271,585 | 279,535 |

Notes

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|----------------------------------|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| Net expenditure includes: | | | | |
| General pollution control | 211,600 | 235,105 | 234,335 | 240,485 |
| Contaminated land | 29,048 | 42,650 | 37,250 | 39,050 |

| | | | |
|---------|---------|---------|---------|
| 240,648 | 277,755 | 271,585 | 279,535 |
|---------|---------|---------|---------|

Local air pollution

Service description

| | |
|---------------------------|---|
| Budget manager: | Environmental Health Manager - D. Bradding |
| Service function: | Control of pollution to air from environmental permitted facilities |
| Service Basis: | Statutory |
| Legal status: | Pollution Prevention and Control Act 1999 (mandatory) |
| Policy objectives: | Effective control of air pollution from environmental permitted facilities to meet duty and standards laid down in statute. |

Budget for the year ending 31 March 2027

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|--|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| Expenditure | | | | |
| Employees | | | | |
| Direct employee expenses | 35,300 | 35,500 | 35,500 | 37,500 |
| Transport related expenditure | | | | |
| Car allowances | 600 | 125 | 250 | 250 |
| Supplies and services | | | | |
| Services and expenses | 4,327 | 3,000 | 2,900 | 3,100 |
| Sub Total | 40,227 | 38,625 | 38,650 | 40,850 |
| Support services | 14,500 | 16,300 | 16,300 | 16,900 |
| Gross expenditure | 54,727 | 54,925 | 54,950 | 57,750 |
| Income | | | | |
| Sales, fees, charges (air pollution authorisation) | 2,524 | 2,000 | 2,400 | 2,400 |
| Gross income | 2,524 | 2,000 | 2,400 | 2,400 |
| Net expenditure | 52,203 | 52,925 | 52,550 | 55,350 |

Occupational health, safety and welfare

Service description

| | |
|---------------------------|---|
| Budget manager: | Environmental Health Manager - D. Bradding |
| Service function: | Registration and inspection of premises in accordance with priority planning; service of notices when appropriate |
| Service Basis: | Statutory |
| Legal status: | Health and Safety at Work, etc., Act 1974 (mandatory) |
| Policy objectives: | To meet statutory responsibilities in a cost effective and responsible manner.
To apply the Council's Environmental Health Enforcement Policy. |

Budget for the year ending 31 March 2027

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|------------------------------------|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| Expenditure | | | | |
| Employees | | | | |
| Direct employee expenses | 91,900 | 83,700 | 83,700 | 86,000 |
| Training and recruitment | 109 | 150 | 100 | 100 |
| Transport related expenditure | | | | |
| Travelling and subsistence | 0 | 0 | 0 | 0 |
| Car allowances | 200 | 200 | 200 | 200 |
| Supplies and services | | | | |
| Equipment, furniture and materials | 0 | 0 | 0 | 0 |
| General office expenses | 0 | 0 | 0 | 0 |
| Communication and computing | 161 | 120 | 120 | 120 |
| Sub Total | 92,370 | 84,170 | 84,120 | 86,420 |
| Support services | 26,800 | 30,300 | 30,300 | 33,700 |
| Gross expenditure | 119,170 | 114,470 | 114,420 | 120,120 |
| Income | | | | |
| Government grants | 0 | 0 | 0 | 0 |
| Gross income | 0 | 0 | 0 | 0 |
| Net expenditure | 119,170 | 114,470 | 114,420 | 120,120 |

Food safety and hygiene

Service description

| | |
|---------------------------|---|
| Budget manager: | Environmental Health Manager - D. Bradding |
| Service function: | Registration and inspection of food premises in accordance with the statutory code of inspection; prevention of food and water borne diseases; enforcement, education and sampling programmes undertaken. |
| Service Basis: | Statutory |
| Legal status: | Food Safety Act 1990 (mandatory); Public Health (Control of Disease) Act 1984 (mandatory/discretionary); Water Act 1989 |
| Policy objectives: | To meet statutory responsibilities in a cost effective and responsible manner in accordance with regulatory guidance.
To encourage best practice and publish advice on food hygiene Regulations to businesses and voluntary groups.
To apply the Council's Environmental Health Enforcement Policy.
To meet the aspirations of the annual food service plan. |

Budget for the year ending 31 March 2027

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|--|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| Expenditure | | | | |
| Employees | | | | |
| Direct employee expenses | 159,283 | 191,700 | 191,700 | 201,100 |
| Training and recruitment | 6,163 | 3,707 | 3,450 | 3,450 |
| Transport related expenditure | | | | |
| Travelling and subsistence | 0 | 0 | 0 | 0 |
| Car allowances | 1,900 | 1,900 | 1,900 | 1,300 |
| Supplies and services | | | | |
| Equipment, furniture and materials | 697 | 750 | 800 | 800 |
| General office expenses | 25 | 80 | 70 | 70 |
| Communication and computing | 1,119 | 765 | 765 | 765 |
| Services and expenses | 0 | 200 | 100 | 100 |
| Miscellaneous expenses | 0 | 0 | 0 | 0 |
| Sub Total | 169,187 | 199,102 | 198,785 | 207,585 |
| Support services | 39,890 | 46,900 | 46,900 | 67,200 |
| Gross expenditure | 209,077 | 246,002 | 245,685 | 274,785 |
| Income | | | | |
| Government grants | 0 | 0 | 0 | 0 |
| Other grants and contributions (costs recovered) | 2,035 | 1,250 | 1,200 | 1,200 |
| Sales, fees, charges | 1,700 | 350 | 1,000 | 1,200 |
| Gross income | 3,735 | 1,600 | 2,200 | 2,400 |
| Net expenditure | 205,342 | 244,402 | 243,485 | 272,385 |

Pest control and dog warden service

Service description

| | |
|---------------------------|---|
| Budget manager: | Environmental Health Manager - D. Bradding |
| Service function: | Control and disinfestations of rodents and insects.
Provision of dog warden service to collect stray dogs only. |
| Service Basis: | Mixed (Statutory & Discretionary) |
| Legal status: | Prevention of Damage by Pests Act 1949 (mandatory): Environmental Protection Act 1990 (mandatory).
Clean Neighbourhoods and Environment Act 2005 |
| Policy objectives: | To meet statutory responsibilities for the collection of stray dogs and pest control in a cost effective manner. |

Budget for the year ending 31 March 2027

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|--|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| Expenditure | | | | |
| Employees | | | | |
| Direct employee expenses | 5,600 | 11,500 | 11,500 | 12,300 |
| Transport related expenditure | | | | |
| Car allowances | 200 | 0 | 0 | 0 |
| Supplies and services | | | | |
| Equipment Furniture and Materials | 3,270 | | 3,800 | |
| General office expenses | 0 | 50 | 50 | 50 |
| Communications and computing | 100 | 100 | 100 | 100 |
| Services and expenses: | | | | |
| - Stray dogs, kennelling and vets fees etc. | 7,870 | 12,400 | 2,900 | 2,900 |
| - Stray dogs retainer fee | 5,000 | 6,000 | 15,050 | 15,050 |
| Sub Total | 22,040 | 30,050 | 33,400 | 30,400 |
| Support services | 12,448 | 14,200 | 14,200 | 14,600 |
| Gross expenditure | 34,488 | 44,250 | 47,600 | 45,000 |
| Income | | | | |
| Sales, fees and charges(dog control charges) | 2,145 | 3,100 | 2,200 | 2,200 |
| Gross income | 2,145 | 3,100 | 2,200 | 2,200 |
| Net expenditure | 32,343 | 41,150 | 45,400 | 42,800 |

Animal welfare licensing

Service description

| | |
|---------------------------|---|
| Budget manager: | Environmental Health Manager - D. Bradding |
| Service function: | Animal welfare licensing |
| Service Basis: | Statutory |
| Legal status: | Local Government (Miscellaneous Provisions) Act 1982 (mandatory) and miscellaneous other Acts
Animal Welfare (Licensing of Activities involving animals) (England) Regulation 2018 |
| Policy objectives: | To meet statutory responsibilities in a cost effective manner. |

Budget for the year ending 31 March 2027

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|-------------------------------|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| <u>Expenditure</u> | | | | |
| Employees | | | | |
| Direct employee expenses | 13,400 | 13,800 | 13,800 | 14,600 |
| Training and recruitment | 109 | 0 | 170 | 200 |
| Transport related expenditure | | | | |
| Car allowances | 200 | 0 | 100 | 0 |
| Supplies and services | | | | |
| Services and expenses | 913 | 1,800 | 1,800 | 1,800 |
| Sub Total | 14,622 | 15,600 | 15,870 | 16,600 |
| Support services | 3,900 | 5,300 | 5,300 | 4,400 |
| Gross expenditure | 18,522 | 20,900 | 21,170 | 21,000 |
| <u>Income</u> | | | | |
| Sales, fees and charges | 9,596 | 9,800 | 7,800 | 8,800 |
| Gross income | 9,596 | 9,800 | 7,800 | 8,800 |
| Net expenditure | 8,926 | 11,100 | 13,370 | 12,200 |

Housing Enforcement (Housing Standards)

Service description

| | |
|---------------------------|--|
| Budget manager: | Private Sector Housing Manager - K. Zivera |
| Service function: | To enforce the housing standards requirements of the Housing Act 2004 in order to protect and enhance the life of owner/occupiers, landlords and tenants to improve the condition of private homes in Runnymede. |
| Service basis: | Statutory |
| Legal status: | Housing Act 2004 part 1 (housing conditions and use of powers to address poor housing), part 2 (licensing of HMOs), Part 3 (licensing of other accommodation); and Housing Act 1985 (general provisions relating to housing conditions). |
| Policy objectives: | Private sector housing renewal strategy (approved 2010)
Private sector housing enforcement policy (August 2012)
Housing in multiple occupation - mandatory licensing scheme (August 2012) |

Budget for the year ending 31 March 2027

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|--|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| <u>Expenditure</u> | | | | |
| Employees | | | | |
| Salaries | 148,071 | 167,100 | 167,100 | 174,300 |
| Training and recruitment | 1,574 | 910 | 900 | 900 |
| Transport related expenditure | | | | |
| Travelling and subsistence | 1,466 | 1,400 | 1,500 | 1,900 |
| Supplies and services | | | | |
| Equipment Furniture and Materials | | | 100 | 100 |
| General office expenses | 0 | 0 | 0 | 0 |
| Communications | 3,870 | 3,750 | 3,750 | 3,750 |
| Legal fees | 1,426 | 2,500 | 950 | 950 |
| Sub Total | 156,407 | 175,660 | 174,300 | 181,900 |
| Support services | 27,800 | 27,200 | 27,200 | 30,800 |
| Gross expenditure | 184,207 | 202,860 | 201,500 | 212,700 |
| <u>Income</u> | | | | |
| Fees and charges | | | | |
| HMO Licensing fee income | 27,897 | 52,000 | 34,000 | 65,000 |
| Civil Penalty - HMO's | 0 | 0 | 0 | 0 |
| Government Grants | | | | |
| Renters Right Act - New Burden Funding | | | 25,240 | |
| Gross income | 27,897 | 52,000 | 59,240 | 65,000 |
| Net expenditure | 156,310 | 150,860 | 142,260 | 147,700 |

Recycling and environmental initiatives

Service description

| | |
|---------------------------|--|
| Budget manager: | Head of Operations - M. Scott |
| Service function: | Implement statutory recycling plan; maintain existing sites in good condition; monitor cost effectiveness of schemes |
| Service Basis: | Statutory |
| Legal status: | Environmental Protection Act 1990
Household Waste and Recycling Act 2003
EU Waste Framework Directive |
| Policy objectives: | Corporate Business Plan Action Point: reduce waste and increase recycling from domestic properties.
Sustainable Community Strategy: reduce waste and use Runnymede Borough Council resources to support Surrey County Council in achieving recycling targets. |

Budget for the year ending 31 March 2027

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|--|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| Expenditure | | | | |
| Employees | | | | |
| Direct employee expenses | 993,156 | 1,017,600 | 1,017,600 | 1,079,700 |
| Training and recruitment | 2,142 | 3,910 | 3,510 | 3,110 |
| Premises related expenses | | | | |
| Depot recharge | 54,000 | 54,000 | 54,000 | 55,300 |
| Grounds maintenance | 2,600 | 3,000 | 3,000 | 2,300 |
| Transport related expenditure | | | | |
| Transport recharges | 339,415 | 344,650 | 360,070 | 343,160 |
| Transport insurance | 0 | 0 | 0 | 0 |
| Travelling and subsistence | 5 | 0 | 0 | 0 |
| Car allowances | 200 | 100 | 100 | 0 |
| Supplies and services | | | | |
| Equipment, furniture including bins | 43,792 | 37,500 | 123,190 | 37,500 |
| Protective clothing | 5,619 | 7,700 | 5,400 | 5,400 |
| General office expenses | 203 | 0 | 0 | 0 |
| Communications and computing | 15,414 | 18,600 | 18,700 | 19,000 |
| Recycling initiatives | 0 | 0 | 0 | 0 |
| Public liability insurance | 8,483 | 8,700 | 8,700 | 8,700 |
| Sub Total | 1,465,029 | 1,495,760 | 1,594,270 | 1,554,170 |
| Support services | 82,390 | 90,500 | 90,500 | 101,400 |
| Depreciation and impairment losses | 174,862 | 198,005 | 198,005 | 198,005 |
| Gross expenditure | 1,722,281 | 1,784,265 | 1,882,775 | 1,853,575 |
| Income | | | | |
| Sales, fees and charges | 42,706 | 36,400 | 44,800 | 45,700 |
| Recycling credits | 446 | 500 | 500 | 500 |
| Recycling scheme - Surrey County Council | 88,028 | 91,900 | 91,900 | 91,900 |
| Recharge to services | 400 | 400 | 400 | 1,800 |
| Government Grants | | | | |
| Government Grant | | | 85,690 | 0 |
| Gross income | 131,580 | 129,200 | 223,290 | 139,900 |
| Net expenditure | 1,590,701 | 1,655,065 | 1,659,485 | 1,713,675 |

Green waste collection

Service description

| | |
|---------------------------|--|
| Budget managers: | Head of Operations - M. Scott |
| Service function: | To provide a fortnightly, cost effective green garden waste service to residents |
| Service Basis: | Statutory |
| Legal status: | Environmental Protection Act 1990
Household Waste Recycling Act 2003 |
| Policy objectives: | Corporate Business Plan Action Point: reduce waste and increase recycling from domestic properties.
Sustainable Community Strategy: reduce waste and use Runnymede Borough Council resources to support Surrey County Council in achieving recycling targets. |

Budget for the year ending 31 March 2027

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|---|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| Expenditure | | | | |
| Employees | | | | |
| Direct employee expenses | 217,977 | 233,700 | 233,700 | 252,400 |
| Training and recruitment | 360 | 690 | 590 | 590 |
| Premises related expenses | | | | |
| Depot Recharge | 13,000 | 13,000 | 13,000 | 13,400 |
| Grounds Maintenance | 2,700 | 3,100 | 3,100 | 2,400 |
| Transport related expenditure | | | | |
| Transport recharges | 79,164 | 75,390 | 82,850 | 79,890 |
| Supplies and services | | | | |
| Equipment, furniture and materials including bins | 21,230 | 26,000 | 26,000 | 26,000 |
| Protective clothing | 1,000 | 1,400 | 1,400 | 1,400 |
| General office expenses | 3,360 | 3,300 | 3,300 | 3,300 |
| Communications and computing | 3,776 | 4,800 | 4,700 | 4,800 |
| Public liability insurance | 1,763 | 1,800 | 1,800 | 1,800 |
| Sub Total | 344,330 | 363,180 | 370,440 | 385,980 |
| Support services | 37,024 | 44,700 | 44,700 | 47,400 |
| Depreciation and impairment losses | 24,573 | 24,613 | 24,613 | 24,613 |
| Gross expenditure | 405,927 | 432,493 | 439,753 | 457,993 |
| Income | | | | |
| Sales, fees and charges | 662,485 | 750,000 | 707,300 | 715,000 |
| Recharge to services | 598 | 650 | 715 | 737 |
| Gross income | 663,083 | 750,650 | 708,015 | 715,737 |
| Net income | (257,156) | (318,157) | (268,262) | (257,744) |

Refuse collection - domestic

Service description

| | |
|---------------------------|--|
| Budget manager: | Head of Operations - M. Scott |
| Service function: | Collection of domestic waste; provision of a service for the collection of special bulky items and collection of clinical waste. |
| Service Basis: | Statutory - Bulk Non Statutory |
| Legal status: | Environmental Protection Act 1990 (mandatory) |
| Policy objectives: | Corporate Business Plan Action Point: reduce waste and increase recycling from domestic properties.
Sustainable Community Strategy: reduce waste and use Runnymede Borough Council resources to support Surrey County Council in achieving recycling targets. |

Budget for the year ending 31 March 2027

| | <u>2024/25</u> | <u>2025/26</u> | <u>2025/26</u> | <u>2026/27</u> |
|---|------------------|------------------|------------------|------------------|
| | Actual | Estimate | Probable | Estimate |
| | £ | £ | £ | £ |
| Expenditure | | | | |
| Employees | | | | |
| Direct employee expenses | 597,278 | 612,700 | 612,700 | 680,000 |
| Training and recruitment | 2,610 | 2,615 | 2,315 | 2,115 |
| Premises related expenses | | | | |
| Depot recharges | 33,300 | 33,300 | 33,300 | 34,200 |
| Grounds maintenance | 2,600 | 3,000 | 3,000 | 2,300 |
| Transport related expenditure | | | | |
| Transport recharges | 220,347 | 215,860 | 236,530 | 209,830 |
| Car allowances | 200 | 200 | 200 | 0 |
| Supplies and services | | | | |
| Equipment, furniture and materials including bins | 42,238 | 53,900 | 53,900 | 52,900 |
| Protective clothing | 3,380 | 4,600 | 5,400 | 5,400 |
| General office expenses | 2,034 | 600 | 600 | 600 |
| Communication and computing | 9,169 | 12,670 | 12,770 | 12,970 |
| Hybrid Mail | 657 | | | |
| Public liability insurance | 6,100 | 6,200 | 6,200 | 6,200 |
| Refuse Collection (Services & expenses) | | | | |
| Sub Total | 919,913 | 945,645 | 966,915 | 1,006,515 |
| Support services | 87,590 | 95,500 | 95,500 | 100,600 |
| Depreciation and impairment losses | 112,452 | 140,200 | 140,200 | 140,200 |
| Gross expenditure | 1,119,955 | 1,181,345 | 1,202,615 | 1,247,315 |
| Income | | | | |
| Other grants and contributions | 99,773 | 100,500 | 102,800 | 0 |
| Sales, fees and charges | 61,352 | 43,700 | 70,900 | 70,900 |
| Gross income | 161,125 | 144,200 | 173,700 | 70,900 |
| Net expenditure | 958,830 | 1,037,145 | 1,028,915 | 1,176,415 |

Refuse collection - trade waste

Service description

| | |
|---------------------------|---|
| Budget manager: | Head of Operations - M. Scott |
| Service function: | Collection of trade waste; provision of a competitive service for trade customers. |
| Service Basis: | Discretionary |
| Legal status: | Environmental Protection Act 1990 (mandatory) |
| Policy objectives: | Sustainable Community Strategy: reduce waste and use Runnymede Borough Council resources to support Surrey County Council in achieving recycling targets. |

Budget for the year ending 31 March 2027

| | <u>2024/25</u> | <u>2025/26</u> | <u>2025/26</u> | <u>2026/27</u> |
|---|------------------|------------------|------------------|-----------------|
| | Actual | Estimate | Probable | Estimate |
| | £ | £ | £ | £ |
| Expenditure | | | | |
| Employees | | | | |
| Direct employee expenses | 112,330 | 129,600 | 129,600 | 139,500 |
| Training and recruitment | 190 | 350 | 350 | 250 |
| Premises related expenses | | | | |
| Depot recharges | 5,900 | 5,900 | 5,900 | 6,100 |
| Transport related expenditure | | | | |
| Transport recharges | 36,011 | 42,710 | 43,620 | 44,750 |
| Supplies and services | | | | |
| Equipment, furniture and materials including bins | 6,555 | 4,000 | 4,000 | 4,000 |
| Protective clothing | 530 | 700 | 700 | 700 |
| General office expenses | 4,094 | 2,200 | 2,250 | 2,250 |
| Communication and computing | 1,507 | 2,150 | 2,100 | 2,100 |
| Services and expenses (Disposal of trade waste) | 227,695 | 273,000 | 273,000 | 273,000 |
| Public liability insurance | 1,010 | 1,100 | 1,100 | 1,100 |
| Sub Total | 395,822 | 461,710 | 462,620 | 473,750 |
| Support services | 41,790 | 46,700 | 46,700 | 48,500 |
| Depreciation and impairment losses | 471 | 550 | 550 | 550 |
| Gross expenditure | 438,083 | 508,960 | 509,870 | 522,800 |
| Income | | | | |
| Sales, fees and charges | 541,362 | 561,000 | 556,500 | 573,300 |
| Recharge to services | 72,065 | 58,400 | 58,400 | 44,900 |
| Gross income | 613,427 | 619,400 | 614,900 | 618,200 |
| Net income | (175,344) | (110,440) | (105,030) | (95,400) |

Street cleansing

Service description

| | |
|---------------------------|---|
| Budget managers: | Head of Operations - M. Scott
(1) - Corporate Head of Environmental Services - H. Clark |
| Service function: | Cleansing of streets, town centre areas, car parks, recreational areas, areas surrounding recycling centres. Litter picking services and provision of crews to react to requests for urgent services such as fly tipping, abandoned vehicles and removal of graffiti. |
| Service Basis: | Statutory |
| Legal status: | Environmental Protection Act 1990: Anti-social Behaviour Crime and Policing Act 2014; Refuse Disposal (Amenity) Act 1978 (Removal of unlawfully deposited waste and abandoned vehicles).
Clean Neighbourhoods and Environment Act 2005
General powers under the Local Government Act 2002 |
| Policy objectives: | To maintain and enhance the appearance of the Borough by an effective programme of street cleansing, litter picking and the removal of abandoned vehicles and graffiti particularly in town centres.
To ensure the quality of services sustains the lowest possible level of complaints consistent with costs managed within the budget. |

Budget for the year ending 31 March 2027

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|--|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| Expenditure | | | | |
| Employees | | | | |
| Direct employee expenses | 725,307 | 701,200 | 710,750 | 755,700 |
| Training and recruitment | 4,819 | 1,800 | 1,600 | 1,500 |
| Premises related expenses | | | | |
| Depot recharge | 22,800 | 22,800 | 22,800 | 23,400 |
| Cleaning and domestic supplies | 105 | 100 | 100 | 100 |
| Grounds maintenance | 38,760 | 45,500 | 48,600 | 42,600 |
| Transport related expenditure | | | | |
| Transport recharges | 151,304 | 173,130 | 173,730 | 187,560 |
| Direct transport costs | | 0 | 679 | 0 |
| Car allowances | 500 | 200 | 200 | 0 |
| Supplies and services | | | | |
| Equipment, furniture and materials | 12,568 | 22,300 | 45,320 | 16,600 |
| Clothes, uniform and laundry | 5,500 | 7,600 | 4,800 | 4,800 |
| General office expenses | 2,635 | 2,625 | 3,200 | 3,200 |
| Communications and computing | 443 | 8,426 | 600 | 600 |
| Services and expenses (other) | 360 | 130 | 1,000 | 1,050 |
| Public liability insurance | 4,975 | 5,100 | 4,500 | 4,500 |
| Sub Total | 970,076 | 990,911 | 1,017,879 | 1,041,610 |
| Support services | 120,202 | 124,800 | 125,100 | 151,000 |
| Depreciation and impairment losses | 57,746 | 59,714 | 59,714 | 59,714 |
| Gross expenditure | 1,148,024 | 1,175,425 | 1,202,693 | 1,252,324 |
| Income | | | | |
| Other grants and contributions (costs recovered) | 0 | 100 | 25,349 | 100 |
| Sales, fees and charges | 0 | 200 | 200 | 700 |
| Recharge to services | 183,160 | 176,100 | 176,100 | 179,600 |
| Gross income | 183,160 | 176,400 | 201,649 | 180,400 |
| Net expenditure | 964,864 | 999,025 | 1,001,044 | 1,071,924 |

Street cleansing

Notes

| | <u>2024/25</u> | <u>2025/26</u> | <u>2025/26</u> | <u>2026/27</u> |
|---|----------------|----------------|----------------|----------------|
| | Actual | Estimate | Probable | Estimate |
| | £ | £ | £ | £ |
| <u>Net expenditure includes:</u> | | | | |
| Street cleansing | 919,837 | 949,015 | 951,415 | 1,015,545 |
| Anti-graffiti and street care team | 9,956 | 11,629 | 11,629 | 10,729 |
| Abandoned vehicle collection | 35,071 | 38,381 | 38,000 | 45,650 (1) |
| Chewing Gum | 0 | 0 | 0 | 0 (1) |
| | 964,864 | 999,025 | 1,001,044 | 1,071,924 |

Public conveniences

| Service description | |
|---------------------------|--|
| Budget manager: | Head of Operations - M. Scott
(1) - Corporate Head of Assets and Regeneration - A. Williams |
| Service function: | Provision and maintenance of public conveniences |
| Service Basis: | Discretionary |
| Legal status: | Public Health Act 1936 (discretionary); Chronically Sick and Disabled Persons Act 1970 (mandatory). |
| Policy objectives: | To provide the service in a cost effective manner. To provide in partnership with the private sector when opportunities arise. |

| Budget for the year ending 31 March 2027 | | | | |
|--|----------------|----------------|----------------|----------------|
| | <u>2024/25</u> | <u>2025/26</u> | <u>2025/26</u> | <u>2026/27</u> |
| | Actual | Estimate | Probable | Estimate |
| | £ | £ | £ | £ |
| Expenditure | | | | |
| Employees | | | | |
| Direct employee expenses | 35,054 | 30,000 | 30,000 | 34,100 |
| Training and recruitment | 180 | 150 | 150 | 150 |
| Premises related expenses | | | | |
| Building maintenance | 3,065 | 2,058 | 2,100 | 2,100 (1) |
| Utilities, rates and insurance | 1,345 | 1,294 | 1,294 | 1,294 |
| Depot recharge | 2,000 | 2,000 | 2,000 | 2,000 |
| Cleaning materials | 2,285 | 2,000 | 2,000 | 2,000 |
| Transport related expenditure | | | | |
| Transport recharges | 3,919 | 340 | 470 | 360 |
| Supplies and services | | | | |
| Clothes, uniform and laundry | 500 | 700 | 700 | 700 |
| Communications and computing | 0 | 100 | 100 | 100 |
| Sub Total | 48,348 | 38,642 | 38,814 | 42,804 |
| Support services | | | | |
| Depreciation and impairment losses | 24,140 | 22,500 | 22,500 | 37,800 |
| | 1,292 | 5,414 | 5,414 | 5,414 |
| Gross expenditure | 73,780 | 66,556 | 66,728 | 86,018 |
| Income | | | | |
| Other grants and contributions | | | | |
| Recharge to services | 0 | 0 | 0 | 0 |
| | 58,500 | 52,700 | 52,700 | 72,700 |
| Gross income | 58,500 | 52,700 | 52,700 | 72,700 |
| Net expenditure | 15,280 | 13,856 | 14,028 | 13,318 |

Flood mitigation

Service description

| | |
|---------------------------|---|
| Budget manager: | Principal Engineer - P. Frank |
| Service function: | Maintenance of water courses (ditches, etc.); monitoring of local land drainage needs; working in partnership with LLFAs and other Authorities to ensure flood risks are managed effectively, including in relation to taking decisions on development. |
| Service Basis: | Statutory |
| Legal status: | The Land Drainage Act 1991; The Flood Risk Regulations 2009; Flood and Water Management Act 2010 (mandatory and discretionary elements). |
| Policy objectives: | To provide an efficient and effective local land drainage service.
To identify land drainage schemes that alleviate the danger of flooding.
To liaise with the Environment Agency in carrying out its functions.
To provide advice on planning applications for flood risks. |

Budget for the year ending 31 March 2027

| | <u>2024/25</u> | <u>2025/26</u> | <u>2025/26</u> | <u>2026/27</u> |
|--|----------------|----------------|----------------|----------------|
| | Actual | Estimate | Probable | Estimate |
| | £ | £ | £ | £ |
| Expenditure | | | | |
| Employees | | | | |
| Direct employee expenses | 71,300 | 67,500 | 67,500 | 41,000 |
| Premises related expenses | | | | |
| Depot recharge | 6,800 | 6,800 | 6,800 | 5,900 |
| Grounds maintenance | 81,379 | 93,506 | 94,986 | 89,886 |
| Transport related expenditure | | | | |
| Car allowances | 300 | 100 | 100 | 200 |
| Supplies and services | | | | |
| Equipment insurance | 0 | 100 | 100 | 100 |
| Protective clothing | 0 | 0 | 0 | 0 |
| General office expenses | 443 | 500 | 450 | 450 |
| Communication and computing | 5,746 | 6,520 | 6,320 | 6,320 |
| Sub Total | 165,968 | 175,026 | 176,256 | 143,856 |
| Support services | 49,238 | 51,600 | 51,600 | 45,200 |
| Gross expenditure | 215,206 | 226,626 | 227,856 | 189,056 |
| Income | | | | |
| Other grants and contributions (costs recovered) | 29,840 | 26,000 | 26,000 | 26,000 |
| Sales, fees and charges | 2 | 302 | 302 | 302 |
| Gross income | 29,842 | 26,302 | 26,302 | 26,302 |
| Net expenditure | 185,364 | 200,324 | 201,554 | 162,754 |

Energy management and climate change

Service description

| | |
|---------------------------|--|
| Budget manager: | Climate Change and Sustainability Lead - S Hides |
| Service function: | Supporting the Council and Borough to reduce emissions in order to meet the Council's operational Net Zero 2030 target and UK 2050 Net Zero target. Supporting the Council and Borough to adapt and build resilience to the impacts of climate change. |
| Service Basis: | Discretionary |
| Legal status:: | The Climate Change Act 2008 (2050 Target Amendment) Order 2019, requires the Government to reduce the UK's net GHG emissions by 100 per cent relative to 1990 levels by 2050.
The then Department of Energy and Climate Change signed a MOU with the LGA on 9 March 2011 to recognise the pivotal role local authorities have in reducing GHG emissions at the local level.
RBC resolved to declare a climate emergency 7 December 2023. |
| Policy objectives: | Implementation of the Climate Change Strategy and associated Climate Change and Nature Action Plan.
Annual reporting of Council emissions to monitor progress towards meeting the Council's operational 2030 Net Zero Target. |

Budget for the year ending 31 March 2027

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|---|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| Expenditure | | | | |
| Employees | | | | |
| Direct employee expenses | 153,000 | 158,700 | 158,700 | 175,900 |
| Training and recruitment | 640 | 1,370 | 1,300 | 1,100 |
| Premises related expenses | | | | |
| Grounds Maintenance | | | 20,000 | |
| Transport related expenditure | | | | |
| Travelling and subsistence | 121 | 140 | 120 | 120 |
| Car allowances | 100 | 0 | 0 | 0 |
| Supplies and services | | | | |
| Equipment, furniture and materials | 14 | 275 | 275 | 275 |
| Catering expenses | 0 | 0 | 0 | 0 |
| General office expenses | 4,255 | 3,900 | 900 | 900 |
| Communications and computing | 100 | 100 | 100 | 100 |
| Services and expenses | 0 | 200 | 200 | 200 |
| Miscellaneous expenses - promotion of events | 2,141 | 1,500 | 8,500 | 21,430 |
| Miscellaneous exp - Pump Prime Fund Provision | 675 | 62,000 | 81,925 | 100,000 |
| Sub Total | 161,046 | 228,185 | 272,020 | 300,025 |
| Support services | 25,590 | 28,800 | 28,800 | 30,200 |
| Gross expenditure | 186,636 | 256,985 | 300,820 | 330,225 |
| Income | | | | |
| Other grants and contributions | 3,752 | - | 0 | 19,600 |
| Recharge to housing revenue account | 57,000 | 65,000 | 65,000 | 69,400 |
| Gross income | 60,752 | 65,000 | 65,000 | 89,000 |
| Net expenditure | 125,884 | 191,985 | 235,820 | 241,225 |

Grounds maintenance

Service description

| | |
|---------------------------|---|
| Budget manager: | Business Centre Manager - J. Lawless |
| Service function: | To deliver grounds maintenance across the borough including parks, open spaces, sports facilities and housing department land |
| Service Basis: | Mixed (Statutory & Discretionary) |
| Legal status: | To ensure open spaces meet out health and safety obligations as landowners |
| Policy objectives: | To offer safe, clean, and welcoming open spaces for residents and visitors |

Budget for the year ending 31 March 2027

| | <u>2024/25</u> | <u>2025/26</u> | <u>2025/26</u> | <u>2026/27</u> |
|--|----------------|------------------|------------------|------------------|
| | Actual | Estimate | Probable | Estimate |
| | £ | £ | £ | £ |
| Expenditure | | | | |
| Direct employee expenses | 651,874 | 655,700 | 655,700 | 639,100 |
| Training and recruitment | 0 | 0 | 0 | 0 |
| Premises related expenses | | | | |
| Grounds maintenance | 466 | 4,000 | 59,000 | 29,000 |
| Transport related expenditure | | | | |
| Transport recharges | 126,446 | 198,500 | 174,800 | 194,850 |
| Car Allowances | 1,200 | 1,200 | 1,200 | 1,300 |
| Supplies and services | | | | |
| Equipment, furniture and materials | 49,000 | 61,366 | 51,400 | 61,400 |
| Protective clothing | 0 | 1,969 | 5,400 | 5,400 |
| General Office Expenses | 15 | 179 | 200 | 200 |
| Communications and Computing | 3,098 | 1,900 | 1,850 | 1,850 |
| Miscellaneous - Public Liability Insurance | 8,622 | 8,800 | 8,800 | 8,800 |
| Sub Total | 840,721 | 933,614 | 958,350 | 941,900 |
| Support services | 42,900 | 47,500 | 47,500 | 52,500 |
| Depreciation and impairment losses | 72,153 | 71,864 | 71,864 | 71,864 |
| Gross expenditure | 955,774 | 1,052,978 | 1,077,714 | 1,066,264 |
| Income | | | | |
| Other income and recharges: | | | | |
| Recharges to the Housing Revenue Account | 54,700 | 135,200 | 135,200 | 137,800 |
| Recharges to General Fund Services | 649,604 | 870,800 | 870,800 | 887,700 |
| Recharges to other organisations | 13,404 | 18,300 | 18,300 | 18,600 |
| Gross income | 717,708 | 1,024,300 | 1,024,300 | 1,044,100 |
| Net expenditure | 238,066 | 28,678 | 53,414 | 22,164 |

Allotments

Service Description

| | |
|--------------------------|--|
| Budget manager: | Business Centre Manager - J. Sander |
| Service function: | The management and administration of the allotment sites for the benefit of local residents. |
| Service Basis: | Discretionary |
| Legal status: | Small Holdings and Allotment Act 1908; Allotments Act 1950 and Local Government Act 1972. |

Budget for the year ending 31 March 2027

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|--|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| <u>Expenditure</u> | | | | |
| Employees | | | | |
| Direct employee expenses | 0 | 8,800 | 8,800 | 18,600 |
| Premises related expenses | | | | |
| Building maintenance | 2,013 | 500 | 0 | 0 |
| Energy and utility costs | 2,713 | 3,500 | 3,300 | 3,300 |
| Rents, rates and insurance | 50 | 56 | 50 | 50 |
| Grounds maintenance | 11,981 | 13,640 | 12,450 | 12,550 |
| Transport related expenditure | | | | |
| Use of vehicles | 1,719 | 2,330 | 2,090 | 2,120 |
| Supplies and services | | | | |
| Communications and computing | 100 | 275 | 300 | 300 |
| Sub Total | 18,576 | 29,101 | 26,990 | 36,920 |
| Support services | 22,045 | 24,900 | 24,900 | 36,300 |
| Gross expenditure | 40,621 | 54,001 | 51,890 | 73,220 |
| <u>Income</u> | | | | |
| Rents and leases: | | | | |
| Rents and leases: | | | | |
| - Rents and Leases | 7,076 | 7,025 | 7,025 | 7,025 |
| - Rent of plots to private individuals | 25,140 | 30,000 | 29,000 | 31,000 |
| - Rent from self management schemes | 3,039 | 3,600 | 3,600 | 3,600 |
| Gross Income | 35,255 | 40,625 | 39,625 | 41,625 |
| Net expenditure | 5,366 | 13,376 | 12,265 | 31,595 |

Parks and Open Spaces

Service Description

| | |
|--------------------------|--|
| Budget managers: | Business Centre Manager - J. Sander |
| Service function: | To carry out the management and administration of all parks, open spaces and countryside areas in an efficient, economic and effective manner. |
| Service Basis: | Mixed (Statutory & Discretionary) |
| Legal status: | Local Government Act 1972 and Local Government (Miscellaneous Provisions) Act 1976 and The Open Spaces Act 1906. |

Budget for the year ending 31 March 2027

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|------------------------------------|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| <u>Expenditure</u> | | | | |
| Employees | | | | |
| Direct employee expenses | 306,453 | 442,300 | 442,300 | 454,900 |
| Training and recruitment | 5,171 | 4,277 | 4,300 | 3,900 |
| Premises related expenses | | | | |
| Building maintenance | 210,278 | 98,150 | 203,694 | 168,700 |
| Energy and utility costs | 48,162 | 72,080 | 68,161 | 68,161 |
| Rent, rates and insurance | 34,713 | 47,562 | 39,971 | 40,666 |
| Cleaning and domestic supplies | 23,495 | 26,018 | 24,279 | 17,679 |
| Grounds maintenance | 834,257 | 1,059,236 | 1,057,977 | 1,007,622 |
| Transport related expenditure | | | | |
| Use of vehicles | 12,669 | 19,490 | 14,490 | 14,660 |
| Travelling expenses | 0 | 0 | 0 | 0 |
| Car allowances | 3,100 | 3,100 | 3,100 | 1,800 |
| Supplies and services | | | | |
| Equipment, furniture and materials | 136,459 | 68,937 | 69,236 | 69,036 |
| Clothes, uniform and laundry | 0 | 117 | 117 | 117 |
| General office expenses | 1,055 | 296 | 297 | 297 |
| Communications and computing | 10,240 | 16,001 | 25,019 | 13,119 |
| Services and expenses | 70,733 | 64,094 | 63,450 | 63,450 |
| Miscellaneous expenses -Tree Audit | 0 | 100,000 | 100,000 | 0 |
| Miscellaneous expenses - Other | 8,856 | 10,083 | 10,083 | 10,083 |
| Sub Total | 1,705,641 | 2,031,741 | 2,126,474 | 1,934,190 |
| Support services | 154,447 | 174,300 | 174,300 | 203,400 |
| Depreciation and impairment losses | 153,289 | 90,413 | 90,413 | 90,413 |
| Gross expenditure | 2,013,377 | 2,296,454 | 2,391,187 | 2,228,003 |
| <u>Income</u> | | | | |
| Government Grants | 0 | 9,000 | 0 | 0 |
| Grants and contributions | | | | |
| - Investments / commuted payments | 1,135 | 6,750 | 0 | 0 |
| - Other | 68,955 | 30,000 | 25,200 | 25,200 |
| Sales, fees and charges | 70,268 | 91,277 | 94,315 | 97,415 |
| Rents and leases | 85,767 | 106,757 | 88,359 | 88,594 |
| Recharge to services | | 0 | 0 | 0 |
| <u>Interest</u> | 6,275 | | 16,705 | 750 |
| Gross income | 232,400 | 243,784 | 224,579 | 211,959 |
| Net expenditure | 1,780,977 | 2,052,670 | 2,166,608 | 2,016,044 |

Cemeteries and Closed Churchyards

Service Description

| | |
|--------------------------|--|
| Budget manager: | Cemeteries Manager - J. Lawless
Senior Building and Projects Manager - Vacant (Building maintenance issues only) |
| Service function: | To maintain the cemeteries and administer the interments, memorials and burial services offered by the Council.
The Statutory duty to maintain the closed churchyards of the Borough. |
| Service Basis: | Mixed (Statutory & Discretionary) |
| Legal status: | Local Government Act 1972; Local Authorities Cemeteries Order 1977 and The Open Spaces Act 1906. |

Budget for the year ending 31 March 2027

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|------------------------------------|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| <u>Expenditure</u> | | | | |
| Employees | | | | |
| Direct Employee Expenses | 78,700 | 82,300 | 82,300 | 72,400 |
| Training & Recruitment | 393 | 0 | 0 | 0 |
| Premises related expenses | | | | |
| Building maintenance | 34,806 | 21,910 | 58,873 | 44,550 |
| Energy and Utility Costs | 4,708 | 4,190 | 4,350 | 4,350 |
| Rent, Rates & Insurance | 13,120 | 13,706 | 14,020 | 14,520 |
| Cleaning and Domestic Supplies | 1,274 | 1,197 | 1,400 | 1,400 |
| Grounds maintenance | 163,956 | 214,282 | 213,100 | 215,200 |
| Transport related expenditure | | | | |
| Travelling and Subsistence | 805 | 200 | 200 | 100 |
| Supplies and services | | | | |
| Equipment, furniture and materials | 64 | 50 | 100 | 100 |
| Communications and computing | 2,282 | 2,446 | 2,520 | 2,520 |
| General Office Expenses | 465 | 484 | 500 | 500 |
| Sub Total | 300,573 | 340,765 | 377,363 | 355,640 |
| Support Services | 52,665 | 55,400 | 55,400 | 60,500 |
| Depreciation and Impairment Losses | 4,995 | 4,995 | 4,995 | 4,995 |
| Gross expenditure | 358,233 | 401,160 | 437,758 | 421,135 |
| <u>Income</u> | | | | |
| Sales, fees and charges | 363,948 | 349,331 | 335,600 | 339,100 |
| Rents and Leases | 818 | 691 | 750 | 700 |
| Other income | 10 | 6 | 6 | 6 |
| Gross income | 364,776 | 350,028 | 336,356 | 339,806 |
| Net expenditure | (6,543) | 51,132 | 101,402 | 81,329 |

Notes

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|--|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| <u>Net direct expenditure includes:</u> | | | | |
| Cemeteries | (32,608) | 26,732 | 78,002 | 56,929 |
| Closed churchyards | 26,066 | 24,400 | 23,400 | 24,400 |
| | (6,542) | 51,132 | 101,402 | 81,329 |

Car parks

Service description

| | |
|---------------------------|--|
| Budget manager: | Corporate Head of Customer, Digital and Collection Services - L. Norman |
| Service function: | General running costs and maintenance of parking areas and the collection of pay and display and other income. |
| Service Basis: | Statutory |
| Legal status: | Road Traffic Regulation Act 1984 (discretionary); Road Traffic Act 1991; Traffic Management Act 2004 |
| Policy objectives: | To consider all alternative methods of raising income from car parks whilst encouraging and maintaining the economic vitality of town centres and villages.
To implement the proposals that flow from the town by town car park reviews |

Budget for the year ending 31 March 2027

| | <u>2024/25</u> | <u>2025/26</u> | <u>2025/26</u> | <u>2026/27</u> |
|--|------------------|------------------|----------------|------------------|
| | Actual | Estimate | Probable | Estimate |
| | £ | £ | £ | £ |
| Expenditure | | | | |
| Employees | | | | |
| Direct employee expenses | 132,800 | 131,400 | 131,400 | 158,500 |
| Training and recruitment | 2,930 | 2,371 | 7,380 | 7,380 |
| Premises related expenses | | | | |
| Depot, rents, rates and utilities | 102,793 | 128,530 | 135,386 | 137,390 |
| Grounds maintenance | 55,860 | 63,300 | 63,300 | 61,500 |
| Car Park Reserves | | | 200,000 | |
| Transport related expenditure | | | | |
| Transport recharges | 23,839 | 19,570 | 31,290 | 26,290 |
| Car allowances | 1,235 | 66 | 100 | 100 |
| Supplies and services | | | | |
| Equipment, furniture and materials | 23,642 | 25,502 | 33,500 | 28,000 |
| Clothes, uniform and laundry | 94 | 400 | 1,400 | 1,400 |
| General office expenses | 802 | 4,840 | 4,800 | 4,800 |
| Communications and computing | 31,777 | 47,785 | 38,400 | 38,400 |
| Services and expenses | 17,529 | 17,570 | 61,200 | 21,500 |
| Public liability insurance | 7,225 | 7,400 | 7,400 | 7,400 |
| Sub Total | 400,526 | 448,734 | 715,556 | 492,660 |
| Support services | 96,761 | 111,000 | 111,000 | 114,100 |
| Depreciation and impairment losses | 2,239 | 843 | 843 | 843 |
| Gross expenditure | 499,526 | 560,577 | 827,399 | 607,603 |
| Income | | | | |
| Other grants and contributions (costs recovered) | | 0 | 0 | 0 |
| Sales fees and charges: | | | | |
| - Rents, concessions, etc. | 229 | 4 | 0 | 0 |
| - Pay and display income & pay by phone income | 569,662 | 561,200 | 594,400 | 594,400 |
| - Penalty charge notices | 133,753 | 70,000 | 105,000 | 105,000 |
| - Season tickets and permits | 52,362 | 66,800 | 62,204 | 62,204 |
| Other income and recharges | 11,800 | 0 | 0 | 0 |
| Gross income | 767,806 | 698,004 | 761,604 | 761,604 |
| Net income | (268,280) | (137,427) | 65,795 | (154,001) |

Car parks

Notes

| | <u>2024/25</u> | <u>2025/26</u> | <u>2025/26</u> | <u>2026/27</u> |
|---|------------------|------------------|----------------|------------------|
| | Actual | Estimate | Probable | Estimate |
| | £ | £ | £ | £ |
| Net direct expenditure includes: | | | | |
| Car parks | (257,098) | (137,427) | 65,795 | (154,001) |
| On street car parking enforcement | (11,182) | 0 | 0 | 0 |
| | <u>(268,280)</u> | <u>(137,427)</u> | <u>65,795</u> | <u>(154,001)</u> |

Environmental maintenance

Service description

| | |
|---------------------------|---|
| Budget manager: | Head of Operations - M. Scott
(1) Parks & Green Spaces Manager - Justin Sanders |
| Service function: | The maintenance of roundabouts, planted beds, trees, shrubs and verges within highways. Arrangements for Runnymede in Bloom activities including street floral displays and a Borough-wide "Green Fingers" competition. |
| Service Basis: | Discretionary |
| Legal status: | Highways Act 1980, Agency agreement with Surrey County Council |
| Policy objectives: | To emphasise environmental quality through the "In Bloom" initiative, and the maintenance of highway shrubs, flowerbeds, highways verges and pavements. |

Budget for the year ending 31 March 2027

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|--|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| Expenditure | | | | |
| Employees | | | | |
| Direct employee expenses | 8,600 | 10,200 | 10,200 | 13,700 |
| Premises related expenses | | | | |
| Depot recharge | 0 | 0 | 0 | 0 |
| Grounds maintenance: | 64,403 | 51,200 | 51,770 | 52,770 (1) |
| - Runnymede in Bloom - general costs | 361 | 570 | 0 | 0 |
| Transport related expenditure | | | | |
| Transport recharges | 381 | 340 | 330 | 360 |
| Sub Total | 73,745 | 62,310 | 62,300 | 66,830 |
| Support services | 6,700 | 8,000 | 8,100 | 8,600 |
| Gross expenditure | 80,445 | 70,310 | 70,400 | 75,430 |
| Income | | | | |
| Other grants and contributions: | | | | |
| - Costs recovered from Surrey County Council | 22,097 | 0 | 0 | 0 |
| Gross income | 22,097 | 0 | 0 | 0 |
| Net expenditure | 58,348 | 70,310 | 70,400 | 75,430 |

Notes

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|----------------------------------|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| Net expenditure includes: | | | | |
| Environmental maintenance - RBC | 58,348 | 70,310 | 70,400 | 75,430 |
| Environmental maintenance - SCC | 0 | 0 | 0 | 0 |
| | 58,348 | 70,310 | 70,400 | 75,430 |

Borough highways functions

Service description

| | |
|---------------------------|--|
| Budget manager: | Principal Engineer - P. Frank
(1) - Head of Digital Innovation Responsibility - Street Naming & Numbering - S. Bowen |
| Service function: | Enhancement of town centre maintenance, provision of street furniture such as street nameplates, bus shelters and benches; and, all works and activities which are in part or wholly reimbursed by third parties. |
| Service Basis: | Statutory |
| Legal status: | Highways Act 1980.
The Public Health Act 1925 sections 17 - 19 |
| Policy objectives: | To maintain and extend policies to improve town centres.
To improve signing of communities and facilities within the Borough.
To recover costs of reimbursable functions
To maintain existing street namesplates and numbering. |

Budget for the year ending 31 March 2027

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|--|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| Expenditure | | | | |
| Employees | | | | |
| Direct employee expenses | 18,200 | 25,300 | 25,300 | 35,400 |
| Premises related expenses | | | | |
| Building maintenance (war memorials) | 7,246 | 3,380 | 0 | 0 |
| Rent, water and insurance | 50 | 116 | 116 | 116 |
| Grounds maintenance | 6,031 | 10,518 | 10,500 | 8,900 |
| Transport related expenditure | | | | |
| Car allowances | 100 | 0 | 0 | 300 |
| Supplies and services | | | | |
| Equipment, furniture and materials | 97,154 | 18,535 | 16,100 | 14,800 |
| General office expenses | 2,700 | 2,700 | 2,700 | 2,700 |
| Services and expenses | | | | |
| Surrey infrastructure studies | | 0 | 161,000 | (1) |
| Sub Total | 131,481 | 60,549 | 215,716 | 62,216 |
| Support services | 20,400 | 23,600 | 23,600 | 26,800 |
| Gross expenditure | 151,881 | 84,149 | 239,316 | 89,016 |
| Income | | | | |
| Other grants and conts - Surrey infrastructure studies | 0 | 0 | 0 | 0 |
| Sales, fees and charges | 107,729 | 30,500 | 40,500 | 150,000 |
| Gross income | 107,729 | 30,500 | 40,500 | 150,000 |
| Net expenditure | 44,153 | 53,649 | 198,816 | (60,984) |

Service statistics

| | <u>2024/25</u>
Actual | <u>2025/26</u>
Estimate | <u>2025/26</u>
Probable | <u>2026/27</u>
Estimate |
|-----------------------------|--------------------------|----------------------------|----------------------------|----------------------------|
| Number of street nameplates | 3,358 | 3,376 | 3,376 | 3,400 |
| Number of seats | 125 | 125 | 124 | 124 |
| Number of bus shelters | 91 | 91 | 91 | 91 |



Markets and street trading

Service description

| | | |
|---------------------------|--|-------------------------------|
| Budget manager: | Corporate Head of Law and Governance - M. Leo
(1) - Head of Democratic Services - (Vacant) | (Markets)
(Street trading) |
| Service function: | To facilitate and where necessary licence markets which the Council wishes to support as a matter of policy.
To consider and process other requests for street trading licences and consents, including changes to permitted streets. | |
| Service Basis: | Discretionary | |
| Legal status: | Local Government Act 2000; Local Government (Miscellaneous Provisions) Act 1982 | |
| Policy objectives: | To assist the economic well-being of the Borough
To enforce street trading licences and ensure compliance | |

Budget for the year ending 31 March 2027

| | <u>2024/25</u> | <u>2025/26</u> | <u>2025/26</u> | <u>2026/27</u> |
|--------------------------|----------------|----------------|----------------|----------------|
| | Actual | Estimate | Probable | Estimate |
| | £ | £ | £ | £ |
| Expenditure | | | | |
| Supplies and services | | | | |
| General office expenses | 0 | 0 | 0 | 0 (1) |
| Sub Total | 0 | 0 | 0 | 0 |
| Support services | 8,600 | 10,100 | 10,100 | 15,100 |
| Gross expenditure | 8,600 | 10,100 | 10,100 | 15,100 |
| Gross income | 0 | 0 | 0 | 0 |
| Net expenditure | 8,600 | 10,100 | 10,100 | 15,100 |

Engineering services overheads

Service description

Budget manager: Principal Engineer - P. Frank

Service function: To administer the engineering services overheads

Service Basis: Mixed (Statutory & Discretionary)

Budget for the year ending 31 March 2027

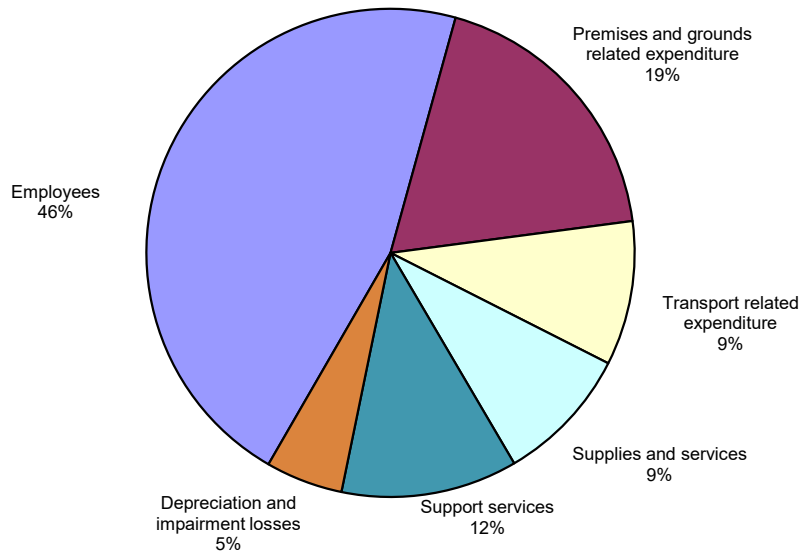
| | <u>2024/25</u> | <u>2025/26</u> | <u>2025/26</u> | <u>2026/27</u> |
|--|----------------|----------------|----------------|----------------|
| | Actual | Estimate | Probable | Estimate |
| | £ | £ | £ | £ |
| Expenditure | | | | |
| Employees | | | | |
| Direct employee expenses | 4,400 | 4,500 | 4,500 | 3,600 |
| Training and recruitment | 2,551 | 2,282 | 2,080 | 1,780 |
| Transport related expenditure | | | | |
| Travelling and subsistence | 0 | 100 | 100 | 100 |
| Supplies and services | | | | |
| Communications and computing | 683 | 1,100 | 1,200 | 1,200 |
| Sub Total | 7,634 | 7,982 | 7,880 | 6,680 |
| Support services | 17,090 | 20,200 | 20,200 | 21,000 |
| Gross expenditure | 24,724 | 28,182 | 28,080 | 27,680 |
| Income | | | | |
| Other income and recharges to services | 27,600 | 28,600 | 28,600 | 27,500 |
| Gross income | 27,600 | 28,600 | 28,600 | 27,500 |
| Net expenditure (income) | (2,876) | (418) | (520) | 180 |

Environment and Sustainability Committee

Subjective analysis

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|--|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| <u>Expenditure</u> | | | | |
| Employees | 4,817,360 | 5,094,032 | 5,105,545 | 5,369,225 |
| Premises and grounds related expenditure | 1,895,375 | 2,129,749 | 2,538,427 | 2,174,454 |
| Transport related expenditure | 1,013,468 | 1,106,466 | 1,135,444 | 1,116,525 |
| Supplies and services | 986,585 | 1,134,920 | 1,456,407 | 1,060,102 |
| Support services | 1,085,236 | 1,197,700 | 1,198,200 | 1,364,400 |
| Depreciation and impairment losses | 604,126 | 596,611 | 596,611 | 596,611 |
| Gross expenditure | 10,402,150 | 11,259,478 | 12,030,634 | 11,681,317 |
| <u>Income</u> | | | | |
| Government grants | 0 | 9,000 | 110,930 | 0 |
| Other grants and contributions | 230,792 | 167,850 | 183,299 | 74,350 |
| Sales, fees and charges | 2,651,696 | 2,631,370 | 2,661,527 | 2,835,727 |
| Rents and Leases | 121,840 | 148,073 | 128,734 | 130,919 |
| Recycling credits | 446 | 500 | 500 | 500 |
| Recycling scheme | 88,028 | 91,900 | 91,900 | 91,900 |
| Recharges to services | 1,230,906 | 1,508,550 | 1,525,620 | 1,565,187 |
| Gross income | 4,323,708 | 4,557,243 | 4,702,510 | 4,698,583 |
| Net expenditure | 6,078,442 | 6,702,235 | 7,328,124 | 6,982,734 |

Expenditure Analysis 2026/27



Licensing Committee

Budget for the year ending 31 March 2027

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|-------------------------------|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| <u>Summary</u> | | | | |
| Alcohol and related licensing | 22,993 | 31,435 | 32,770 | 42,390 |
| Net expenditure | 22,993 | 31,435 | 32,770 | 42,390 |

Alcohol and related licensing

Service description

| | |
|---------------------------|---|
| Budget manager: | Corporate Head of Environmental Services - Helen Clark |
| Service function: | Licensing and monitoring the sale and supply of alcohol, regulated entertainment and late night refreshment |
| Service Basis | Mixed (Statutory and Discretionary) |
| Legal status: | Licensing Act 2003 |
| Policy objectives: | To meet statutory responsibilities in a cost effective manner. |

Budget for the year ending 31 March 2027

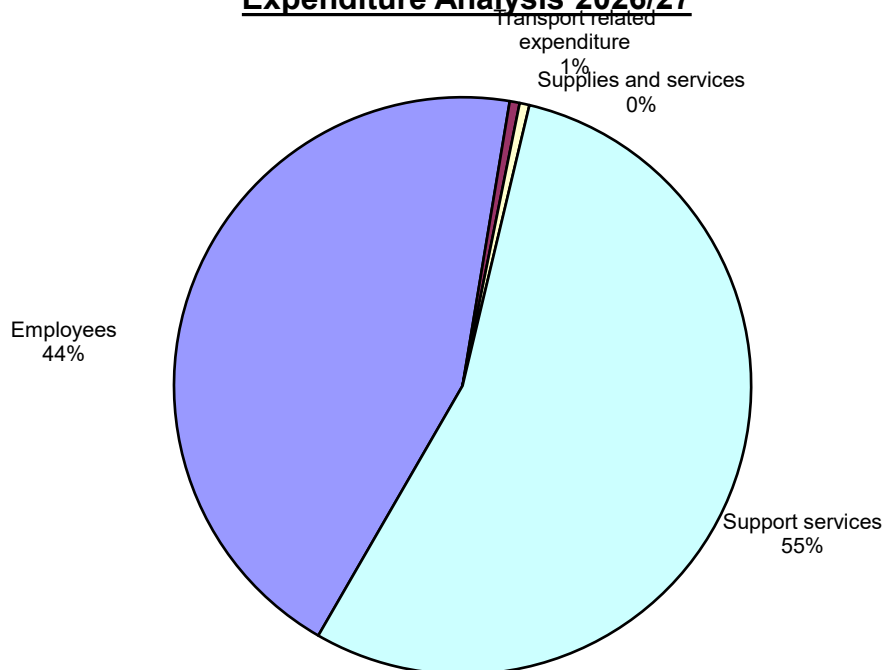
| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|------------------------------------|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| <u>Expenditure</u> | | | | |
| Employees | | | | |
| Direct employee expenses | 47,000 | 47,900 | 47,900 | 47,100 |
| Training and recruitment | 452 | 500 | 470 | 500 |
| Transport related expenditure | | | | |
| Car allowances | 700 | 625 | 600 | 600 |
| Supplies and services | | | | |
| Equipment, furniture and materials | 0 | 200 | 0 | 0 |
| General office expenses | 155 | 280 | 200 | 190 |
| Communication and computing | 226 | 230 | 300 | 400 |
| Services and Expenses | 0 | 0 | 0 | 0 |
| Sub Total | 48,533 | 49,735 | 49,470 | 48,790 |
| Support services | 41,690 | 48,900 | 49,400 | 58,700 |
| Gross expenditure | 90,223 | 98,635 | 98,870 | 107,490 |
| <u>Income</u> | | | | |
| Sales, fees and charges: | | | | |
| Application fees | 4,176 | 3,200 | 2,600 | 2,600 |
| Annual fees | 53,930 | 54,000 | 55,000 | 54,000 |
| Other fees and charges | 9,124 | 10,000 | 8,500 | 8,500 |
| Gross income | 67,230 | 67,200 | 66,100 | 65,100 |
| Net expenditure | 22,993 | 31,435 | 32,770 | 42,390 |

Licensing Committee

Subjective analysis

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|-------------------------------|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| <u>Expenditure</u> | | | | |
| Employees | 47,452 | 48,400 | 48,370 | 47,600 |
| Transport related expenditure | 700 | 625 | 600 | 600 |
| Supplies and services | 381 | 710 | 500 | 590 |
| Support services | 41,690 | 48,900 | 49,400 | 58,700 |
| Gross expenditure | 90,223 | 98,635 | 98,870 | 107,490 |
| <u>Income</u> | | | | |
| Fees and charges | 67,230 | 67,200 | 66,100 | 65,100 |
| Gross income | 67,230 | 67,200 | 66,100 | 65,100 |
| Net expenditure | 22,993 | 31,435 | 32,770 | 42,390 |

Expenditure Analysis 2026/27



Regulatory Committee

Budget for the year ending 31 March 2027

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|------------------------|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| <u>Summary</u> | | | | |
| Gambling | 12,690 | 13,965 | 14,250 | 15,250 |
| Taxi licensing | 88,558 | 90,724 | 94,733 | 114,875 |
| Other licences | 15,822 | 19,879 | 18,179 | 22,458 |
| Net expenditure | 117,070 | 124,568 | 127,162 | 152,583 |

Gambling

Service description

| | |
|---------------------------|---|
| Budget manager: | Corporate Head of Environmental Services - Helen Clark |
| Service function: | Licensing and monitoring of premises and permits under the Gambling Act |
| Service Basis | Statutory |
| Legal status: | Gambling Act 2005 |
| Policy objectives: | To meet statutory responsibilities in a cost effective manner. |

Budget for the year ending 31 March 2027

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|---|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| <u>Expenditure</u> | | | | |
| Employees | | | | |
| Direct employee expenses | 11,800 | 12,100 | 12,100 | 12,700 |
| Training and recruitment | - | 0 | 0 | 0 |
| Transport related expenditure | | | | |
| Car allowances | 100 | 115 | 100 | 100 |
| Support services | 8,990 | 10,300 | 10,300 | 10,700 |
| Gross expenditure | 20,890 | 22,515 | 22,500 | 23,500 |
| <u>Income</u> | | | | |
| Sales, fees and charges | | | | |
| Gaming, lotteries and amusement permits | 1,450 | 1,800 | 1,500 | 1,500 |
| Betting premises licences | 6,000 | 6,000 | 6,000 | 6,000 |
| Family entertainment centre licences | 750 | 750 | 750 | 750 |
| Gross income | 8,200 | 8,550 | 8,250 | 8,250 |
| Net expenditure | 12,690 | 13,965 | 14,250 | 15,250 |

Taxi licensing

Service description

| | |
|---------------------------|--|
| Budget manager: | Corporate Head of Environmental Services - Helen Clark |
| Service function: | Taxi and private hire vehicle, driver and Operator licensing and monitoring |
| Service Basis | Discretionary |
| Legal status: | Local Government (Miscellaneous Provisions) Acts 1976 (mandatory) and miscellaneous other Acts |
| Policy objectives: | To meet statutory responsibilities in a cost effective manner. |

Budget for the year ending 31 March 2027

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|--|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| <u>Expenditure</u> | | | | |
| Employees | | | | |
| Salaries | 87,400 | 92,300 | 92,300 | 100,300 |
| Training and recruitment | 189 | 300 | 300 | 300 |
| Premises related expenses | | | | |
| Rent, rates and insurance (taxi bay rentals) | 5,350 | 0 | 0 | 0 |
| Transport related expenditure | | | | |
| Travelling and Subsistence | 1,400 | 1,225 | 1,200 | 1,100 |
| Supplies and services | | | | |
| Equipment, furniture and materials | 548 | 1,300 | 600 | 600 |
| Clothes, uniform and laundry | 0 | 0 | | |
| General office expenses | 619 | 655 | 643 | 685 |
| Communication and computing | 226 | 234 | 390 | 390 |
| Services and expenses | 1,487 | 2,710 | 2,100 | 2,100 |
| Grants and Subscriptions | 625 | 0 | 0 | 0 |
| Support services | 36,590 | 42,400 | 42,600 | 54,800 |
| Gross expenditure | 134,434 | 141,124 | 140,133 | 160,275 |
| <u>Income</u> | | | | |
| Government grants | 0 | 0 | | |
| Costs recovered (DBS checks) | 2,046 | 2,500 | 2,000 | 2,000 |
| Sales, fees and charges | 43,830 | 47,900 | 43,400 | 43,400 |
| Gross income | 45,876 | 50,400 | 45,400 | 45,400 |
| Net expenditure (income) | 88,558 | 90,724 | 94,733 | 114,875 |

Other licences

Service description

| | |
|---------------------------|--|
| Budget manager: | Corporate Head of Environmental Services - Helen Clark |
| Service function: | Registration fees; caravan site licensing; charity collections; pavement licensing and scrap metal dealers/collectors licensing |
| Service Basis | Mixed (Statutory and Discretionary) |
| Legal status: | Local Government (Miscellaneous Provisions) Act 1982 (mandatory) and miscellaneous other Acts
Scrap Metal Dealers Act 2013
Mobile Homes Act 2013 |
| Policy objectives: | To meet statutory responsibilities in a cost effective manner. |

Budget for the year ending 31 March 2027

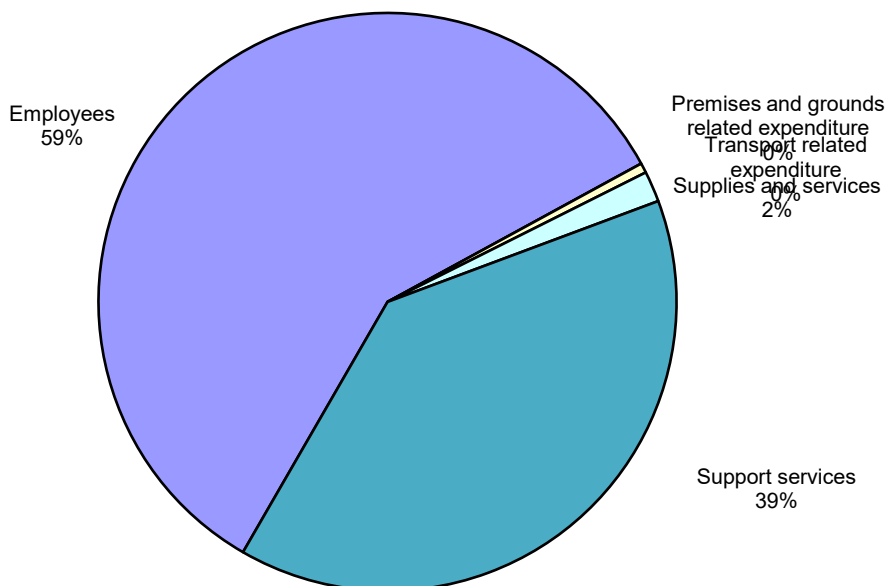
| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|-------------------------------|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| <u>Expenditure</u> | | | | |
| Employees | | | | |
| Salaries | 14,000 | 14,400 | 14,400 | 15,400 |
| Training and recruitment | - | 0 | | |
| Transport related expenditure | | | | |
| Car allowances | 200 | 0 | 0 | 0 |
| Supplies and services | | | | |
| Land Registry Fees | 0 | 0 | 0 | 0 |
| Support services | 14,045 | 16,400 | 16,400 | 20,000 |
| Gross expenditure | 28,245 | 30,800 | 30,800 | 35,400 |
| <u>Income</u> | | | | |
| Sales, fees and charges | 12,423 | 10,921 | 12,621 | 12,942 |
| Gross income | 12,423 | 10,921 | 12,621 | 12,942 |
| Net expenditure | 15,822 | 19,879 | 18,179 | 22,458 |

Regulatory Committee

Subjective analysis

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|--|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| <u>Expenditure</u> | | | | |
| Employees | 113,389 | 119,100 | 119,100 | 128,700 |
| Premises and grounds related expenditure | 5,350 | 0 | 0 | 0 |
| Transport related expenditure | 1,700 | 1,340 | 1,300 | 1,200 |
| Supplies and services | 3,505 | 4,899 | 3,733 | 3,775 |
| Support services | 59,625 | 69,100 | 69,300 | 85,500 |
| Gross expenditure | 183,569 | 194,439 | 193,433 | 219,175 |
| <u>Income</u> | | | | |
| Government grants | 0 | 0 | 0 | 0 |
| Costs recovered | 2,046 | 2,500 | 2,000 | 2,000 |
| Sales, fees and charges | 64,453 | 67,371 | 64,271 | 64,592 |
| Gross income | 66,499 | 69,871 | 66,271 | 66,592 |
| Net expenditure | 117,070 | 124,568 | 127,162 | 152,583 |

Expenditure Analysis 2026/27



Planning Committee

Budget for the year ending 31 March 2026

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|------------------------------|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| Summary | | | | |
| Planning Policy and Strategy | 545,134 | 695,240 | 686,690 | 807,430 |
| Development Management | 1,229,518 | 1,033,810 | 934,196 | 1,212,608 |
| Building Control: | | | | |
| Non Fee Related | 200,679 | 248,271 | 196,070 | 202,418 |
| Fee Related | - 58,584 | 33,128 | 34,848 | 26,913 |
| Net Expenditure | 1,916,747 | 2,010,449 | 1,851,804 | 2,249,369 |

Planning Policy and Strategy

Service Description

| | |
|---------------------------|--|
| Budget Manager: | Local Plans Manager - Ms G Pacey |
| Service Function: | Local Plan and Implementation of Planning Policies, Urban Design, Heritage, Environmental Impacts and Monitoring of Development Trends. |
| Service Basis | Mixed (Statutory and Discretionary) |
| Legal Status: | Planning and Compulsory Purchase Act 2004. Local Government Act 2003.
Town and Country Planning (Local Planning) (England) Regulations 2012, as amended |
| Policy Objectives: | Prepare Local Plan to set the context for spatial planning in the Borough.
This needs to be set within the context of the Council's Corporate Business Plan and National Planning Policy Framework
Particular attention is given to the Council's housing strategy which will need to be balanced with Green Belt and environmental considerations.
A robust infrastructure plan will need to support the Council's spatial strategy. |

Planning Policy and Strategy

Budget for the year ending 31 March 2026

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|-----------------------------------|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| Expenditure | | | | |
| Employees | | | | |
| Direct Employee Expenses | 382,500 | 414,500 | 414,500 | 440,300 |
| Training and Recruitment | 2,826 | 3,609 | 5,550 | 3,500 |
|
 | | | | |
| Premises Related expenditure | | | | |
| Hire of facilities | - | 102 | 100 | 100 |
|
 | | | | |
| Transport Related Expenditure | | | | |
| Travelling and Subsistence | 1,916 | 2,800 | 2,800 | 3,100 |
|
 | | | | |
| Supplies and Services | | | | |
| General Office Expenses | 261 | 603 | 400 | 400 |
| Communication and Computing | 1,132 | 1,167 | 880 | 980 |
| Services and Expenses: | | | | |
| - Consultancy | | | | |
| - Urban Design Advice | 12,717 | 8,000 | 8,000 | 8,200 |
| - Other Professional Fees | 0 | 0 | 0 | 0 |
| - Land Registry and Courier Fees | 469 | 59 | 60 | 450 |
| - Miscellaneous Expenses | - | 5,000 | 1,000 | 4,000 |
| Neighbourhood Planning Forum | | - | | |
|
 | | | | |
| Local Plan | | | | |
| - Counsel Fees | - | 5,000 | 0 | 5,000 |
| - Other fees | 800 | 1,300 | 1,300 | 1,300 |
| - Planning and Development Advice | 63,788 | 100,000 | 100,000 | 180,000 |
| | | | | |
| Sub total | 466,408 | 542,140 | 534,590 | 647,330 |
|
 | | | | |
| Support Services | 126,410 | 153,100 | 152,100 | 160,100 |
| | | | | |
| Gross Expenditure | 592,818 | 695,240 | 686,690 | 807,430 |
|
 | | | | |
| Income | | | | |
| Other Grants and Contributions | 47,684 | 0 | 0 | 0 |
| | | | | |
| Gross Income | 47,684 | 0 | 0 | 0 |
|
 | | | | |
| Net Expenditure | 545,134 | 695,240 | 686,690 | 807,430 |

Development Management

Service Description

| | |
|---------------------------|--|
| Budget Manager: | Development Manager - Mrs V Gibson |
| Service Function: | To determine and process all planning applications under the provisions of the Town and Country Planning Act 1990 and related statutory instruments.
Provision of informed advice to Councillors, Developers & the Public;
Dealing with contraventions of Planning Control and Enforcement and Planning Appeals;
Processing development contributions
Protecting trees which contribute to the quality of the environment |
| Service Basis | Mixed (Statutory and Discretionary) |
| Legal Status: | Planning and Compulsory Purchase Act 2004. |
| Policy Objectives: | The determination of applications in a positive and proactive way
The giving of planning advice to provide a high quality customer service
The use of enforcement powers to control harmful unauthorised development and maintain the quality of the environment
The administration and collection of developer contributions under s106 agreements
The protection of trees and priority habitats
The defence of Council decisions in these areas in appeal and court |

Development Management

Budget for the year ending 31 March 2026

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|---|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| Expenditure | | | | |
| Employees | | | | |
| Direct Employee Expenses | 1,541,000 | 1,482,400 | 1,482,400 | 1,592,500 |
| Training and Recruitment | 8,412 | 12,337 | 14,000 | 14,300 |
| Premises Related Expenditure | | | | |
| Direct Services Team recharge - Enforcement | 1,000 | 1,200 | 1,200 | 900 |
| Transport Related Expenditure | | | | |
| Travelling and Subsistence | 14,715 | 14,900 | 15,200 | 16,600 |
| Supplies and Services | | | | |
| Equipment, Furniture and Materials | 420 | 1,577 | 1,577 | 980 |
| General Office Expenses | 9,934 | 26,636 | 21,832 | 21,835 |
| Communication and Computing | 27,574 | 28,743 | 28,632 | 28,900 |
| Services and Expenses: | | | | |
| - Appeals and Court Cases | 57,040 | 100,000 | 150,000 | 100,000 |
| - Planning Application Consultants | 20,927 | 32,200 | 32,200 | 33,200 |
| - Padd Farm | | | | |
| - Adas Farm | | | | |
| - Longcross Garden Village | - | - | | |
| - Other Fees and Consultancy | 78,864 | 59,700 | 70,100 | 70,350 |
| Public Liability Insurance | 2,678 | 2,800 | 2,800 | 2,900 |
| Sub total | 1,762,563 | 1,762,493 | 1,819,941 | 1,882,465 |
| Support Services | 430,090 | 497,800 | 467,000 | 518,100 |
| Depreciation & Impairment Losses | 2,726 | 2,725 | 2,725 | 2,725 |
| Gross Expenditure | 2,195,380 | 2,263,018 | 2,289,666 | 2,403,290 |
| Income | | | | |
| Contributions / Costs Recovered | 6,550 | 10,200 | 15,200 | 12,200 |
| Padd Farm Legal Fees Recovered | | | | |
| - Community Infrastructure Levy (CIL) | 98,000 | 98,000 | 113,562 | 113,562 |
| - 106 Agreement Contributions ("O") | 18,737 | 0 | 3,000 | 0 |
| - Other Grants ("O") | 79,200 | 0 | 0 | 0 |
| Sales, Fees and Charges: | | | | |
| - Planning Application Fees | 485,295 | 986,708 | 986,708 | 986,700 |
| - Advice to Public Fees | 230,694 | 74,000 | 235,000 | 76,220 |
| - Plans, Consents & Prints | - 2,014 | 9,000 | 2,000 | 2,000 |
| - Planning Performance Agreement (PPA) Advice | | | | |
| Recharge to Services | 49,400 | 51,300 | - | - |
| Gross Income | 965,862 | 1,229,208 | 1,355,470 | 1,190,682 |
| Net Expenditure | 1,229,518 | 1,033,810 | 934,196 | 1,212,608 |

Building Control - Non Fee Related

Service Description

| | |
|---------------------------|---|
| Budget Manager: | Interim Building Control Manager - Mr D Edwards |
| Service Function: | Carrying out work and giving advice to the public including dangerous structures, demolitions and unauthorised works that are not covered under the prescribed fee regulations. |
| Service Basis | Statutory |
| Legal Status: | Building Act 1984 and Building Regulations 2010 |
| Policy Objectives: | Seek to investigate customer complaints within three working days of receipt.
Maintain ISO accreditation. |

Budget for the year ending 31 March 2026

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|-----------------------------------|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| Expenditure | | | | |
| Employees | | | | |
| Direct Employee Expenses | 145,220 | 180,200 | 140,500 | 146,900 |
| Training and Recruitment | 221 | 4,264 | 3,370 | 3,400 |
| Transport Related Expenditure | | | | |
| Travelling and Subsistence | 3,743 | 3,519 | 3,450 | 3,550 |
| Supplies and Services | | | | |
| General Office Expenses | 2,918 | 6,726 | 3,900 | 4,000 |
| Communication and Computing | 3,882 | 3,942 | 3,930 | 3,930 |
| Services & Miscellaneous Expenses | 906 | 920 | 920 | 938 |
| Sub total | 156,889 | 199,571 | 156,070 | 162,718 |
| Support Services | 43,790 | 48,700 | 40,000 | 39,700 |
| Gross Expenditure | 200,679 | 248,271 | 196,070 | 202,418 |

Service Statistics

| | <u>2024/25</u>
Actual | <u>2025/26</u>
Estimate | <u>2025/26</u>
Probable | <u>2026/27</u>
Estimate |
|---|--------------------------|----------------------------|----------------------------|----------------------------|
| Number of Dangerous Structures Resolved | 10 | 17 | 8 | 15 |
| Number of Demolitions Controlled | 37 | 30 | 31 | 30 |
| Number of Unauthorised Works Resolved | 30 | 25 | 29 | 25 |

Building Control - Fee Related

Service Description

| | |
|---------------------------|---|
| Budget Manager: | Interim Building Control Manager - Mr D Edwards |
| Service Function: | To ensure buildings and works comply with Building Act 1984 / Building Regulation 2010. |
| Service Basis | Mixed (Statutory and Discretionary) |
| Legal Status: | Building Act 1984 / Building Regulations 2010. |
| Policy Objectives: | Examine 80% of applications in 10 working days. Determine 100% of applications within statutory period. Maintain ISO accreditation. |

Budget for the year ending 31 March 2026

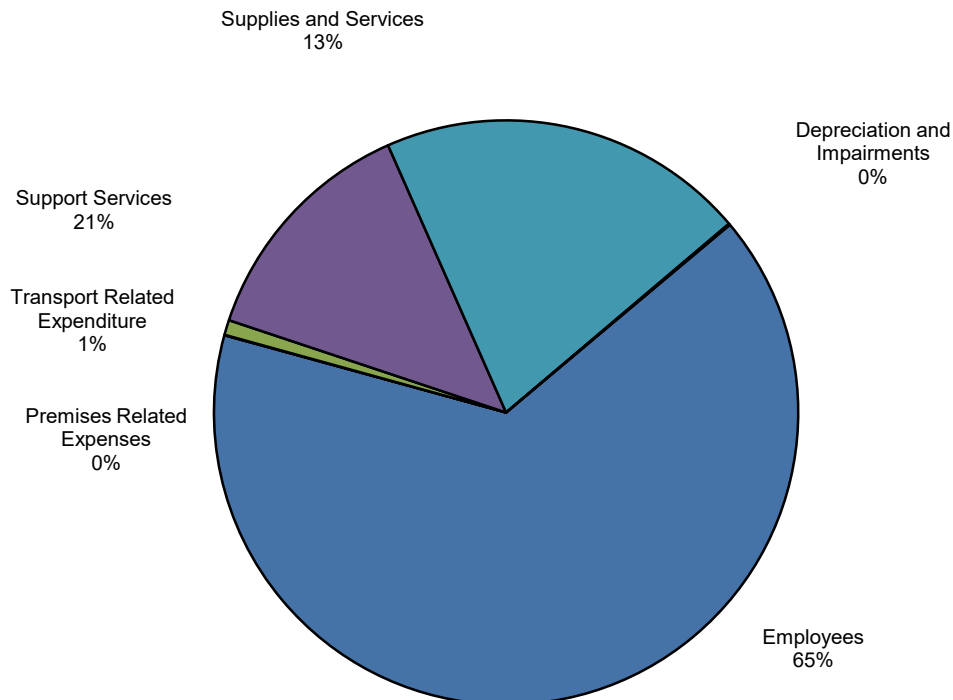
| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|---|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| Expenditure | | | | |
| Employees | | | | |
| Direct Employee Expenses | 171,138 | 273,500 | 256,500 | 267,300 |
| Transport Related Expenditure | | | | |
| Travelling and Subsistence | 8,600 | 7,900 | 7,900 | 8,100 |
| Supplies and Services | | | | |
| General Office Expenses | 558 | 9,400 | 5,100 | 5,000 |
| Communication and Computing | 5,901 | 5,828 | 5,748 | 5,853 |
| Services and Expenses | 19,080 | 19,900 | 25,900 | 19,860 |
| Public Liability Insurance | 2,640 | 2,700 | 2,700 | 2,700 |
| Sub total | 207,917 | 319,228 | 303,848 | 308,813 |
| Support Services | 53,890 | 59,500 | 50,700 | 53,700 |
| Gross Expenditure | 261,807 | 378,728 | 354,548 | 362,513 |
| Income | | | | |
| Sales, Fees and Charges | | | | |
| Sales | 1,682 | 1,500 | 1,700 | 1,700 |
| Fees and Charges - Application/ Inspection Fees | 318,708 | 344,100 | 318,000 | 333,900 |
| Gross Income | 320,391 | 345,600 | 319,700 | 335,600 |
| Net Expenditure (Income) | (58,584) | 33,128 | 34,848 | 26,913 |

Planning Committee

Subjective Analysis

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|---------------------------------|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| <u>Expenditure</u> | | | | |
| Employees | 2,251,317 | 2,370,810 | 2,316,820 | 2,468,200 |
| Premises Related Expenses | 1,000 | 1,302 | 1,300 | 1,000 |
| Transport Related Expenditure | 28,974 | 29,119 | 29,350 | 31,350 |
| Supplies and Services | 312,486 | 422,201 | 466,979 | 500,776 |
| Support Services | 654,180 | 759,100 | 709,800 | 771,600 |
| Depreciation and Impairments | 2,726 | 2,725 | 2,725 | 2,725 |
| Gross Expenditure | 3,250,683 | 3,585,257 | 3,526,974 | 3,775,651 |
| <u>Income</u> | | | | |
| Other Grants and Contributions | 47,684 | - | - | - |
| Contributions / Costs Recovered | 6,550 | 10,200 | 15,200 | 12,200 |
| Sales, Fees and Charges | 1,230,303 | 1,513,308 | 1,659,970 | 1,514,082 |
| Other income and recharges | 49,400 | 51,300 | - | - |
| Gross Income | 1,333,936 | 1,574,808 | 1,675,170 | 1,526,282 |
| Net Expenditure | 1,916,747 | 2,010,449 | 1,851,804 | 2,249,369 |

Expenditure Analysis 2026/27



Corporate Management Committee

Budget for the year ending 31 March 2027

| Summary | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|--|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| Corporate and democratic services | | | | |
| Corporate management | 972,252 | 1,244,000 | 1,788,973 | 1,862,450 |
| Democratic representation and management | 1,032,394 | 1,119,400 | 1,161,100 | 1,249,900 |
| Central services to the public | | | | |
| Council tax collection | 632,352 | 741,700 | 748,900 | 765,400 |
| National non domestic rate | 43,357 | 101,800 | 45,600 | 59,200 |
| Registration of electors | 189,523 | 203,400 | 200,500 | 214,800 |
| Elections | 236,372 | 209,900 | 240,100 | 316,900 |
| Communications service | 155,219 | 171,300 | 173,600 | 195,600 |
| Local land charges | (49,110) | (10,300) | (3,900) | 2,600 |
| Contingencies planning | 210,977 | 219,900 | 219,500 | 232,100 |
| Business services | | | | |
| Corporate land and property holdings - current portfolio | 1,825,655 | 1,407,459 | 2,028,192 | 1,704,682 |
| Control and establishment budgets | | | | |
| Civic Centre | 6,865 | (22,600) | 31,910 | 18,500 |
| Chertsey Depot | 11,407 | (2,641) | (6,751) | 1,649 |
| Staff costs | (33,075) | 45,900 | (504,100) | 251,800 |
| Employers costs | 1,211,124 | 928,900 | 654,000 | 448,600 |
| Car allowances | (506) | 0 | 0 | 0 |
| Financial services | (724,960) | 94,400 | 226,525 | 45,250 |
| Digital Services | 28,816 | (7,200) | 0 | (3,000) |
| Digital mail services | (38,627) | (16,500) | (22,600) | (1,700) |
| Runnymede web | (163) | 4,800 | 1,200 | (5,400) |
| Human resources | 11,264 | 17,500 | 32,500 | 11,200 |
| Procurement services | (398) | 0 | (27,200) | (5,200) |
| Customer services | 53,253 | 32,200 | 27,200 | 800 |
| Law and governance services | 68,984 | 65,325 | 443,725 | 38,725 |
| Geographical information service | 36,811 | 13,200 | 21,200 | 5,100 |
| Runnymede direct services | (522) | 900 | (6,100) | 2,700 |
| Transport overheads | (2,700) | 14,600 | 13,700 | 4,200 |
| Net expenditure (income) | 5,876,564 | 6,577,343 | 7,487,774 | 7,416,856 |

Corporate and democratic core

Corporate management

Service description

Budget manager: Chief Executive - A. Pritchard
Assistant Chief Executive - A. Fahey
Corporate Head of Finance - P. French
Corporate Head of Planning, Economy and Built Environment - A. Smith
Head of Corporate Performance & Projects - S. Hall

Service function:

Corporate management includes all the activities which local authorities engage in specifically because they are elected multi-purpose authorities. These include:-

- Chief Executive duties
- Duties under s114 of the LGFA 1988 and s5 of the Local Government and Housing Act 1989
- Estimating and accounting for government grants and local taxes
- Preparing and publishing statements of accounts, corporate budgets and the annual report
- Local authority association subscription, conferences and meetings
- Staff, accommodation and services required to support the activities listed above

Service basis: Mixed (Statutory & Discretionary)

Legal status: Local Government Act 1972. Local Government Finance Act 1988.
Local Government and Housing Act 1989. Local Government Act 2000.
Local Government and Public Engagement in Health Act 2007.

Policy objectives:

- To enhance the quality of life of all the residents of Runnymede
- To develop effective performance management
- To maintain rigorous financial control of the Council's affairs
- That the Council be held in high regard
- To encourage other bodies to work in partnership with the Council.
- Provide for the economic, social and environmental well being of people in the borough.
- To support and monitor the successful delivery of projects across the Council.

Corporate and democratic core

Corporate management

Budget for the year ending 31 March 2027

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|--|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| Expenditure | | | | |
| Employees | | | | |
| Direct employee expenses | 854,800 | 852,200 | 842,500 | 809,500 |
| Training and recruitment | 2,700 | 11,600 | 9,650 | 9,650 |
| Premises Related Expenditure | | | | |
| Rent, Rates and Insurance | - | 600 | 0 | 0 |
| Transport related expenditure | | | | |
| Travelling and subsistence | 617 | 300 | 1,400 | 300 |
| Car allowances | 1,100 | 300 | 300 | 400 |
| Supplies and services | | | | |
| Catering expenses | 614 | 400 | 500 | 400 |
| General office expenses | 30,454 | 56,100 | 53,800 | 59,900 |
| Communications and computing | 14,313 | 21,700 | 18,600 | 18,800 |
| Services and expenses:- | | | | |
| - Bank charges | 35,099 | 64,800 | 63,800 | 63,800 |
| - Corporate fraud - fees | - | 400 | 400 | 400 |
| - Economic development strategy - fees | 670 | 100 | 100 | 100 |
| - Treasury management | 12,975 | 13,400 | 13,400 | 13,600 |
| - UK SPF Funding | 347,590 | 0 | 0 | 0 |
| - External audit fees | 111,172 | 218,400 | 385,072 | 228,000 |
| - Best value programme | 61,331 | 0 | 63,506 | 0 |
| - Devolution provision | 3,735 | 0 | 527,265 | 646,000 |
| Grants and subscriptions | 3,688 | 3,300 | 3,300 | 3,300 |
| Miscellaneous expenses:- | | | | |
| - Corporate management - civic awards | 5,489 | 5,500 | 5,500 | 5,600 |
| - Economic development strategy - events | 4,827 | 22,300 | 39,500 | 38,400 |
| - Citizens Panel | - | 15,000 | 0 | 15,000 |
| - Corporate business plan | - | 2,300 | 2,300 | 0 |
| Third party payments - Fraud service | 139,129 | 142,100 | 151,280 | 158,400 |
| Sub total | 1,630,303 | 1,430,800 | 2,182,173 | 2,071,550 |
| Support services | 375,335 | 451,800 | 451,800 | 504,400 |
| Depreciation & Impairment | - | 500 | 500 | 500 |
| Gross expenditure | 2,005,638 | 1,883,100 | 2,634,473 | 2,576,450 |
| Income | | | | |
| Government Grants | 65,729 | 1,800 | 193,500 | 0 |
| Other grants and contributions - sponsorship | 13,967 | 10,500 | 17,600 | 13,600 |
| Other grants and contributions - UK SPF | 347,590 | 0 | 0 | 0 |
| Sales, fees and charges | - | - | 300 | 0 |
| Recharges to other general fund services | 282,400 | 305,200 | 305,200 | 308,500 |
| Recharges to the Housing Revenue Account | | | | |
| - Corporate projects | 32,600 | 32,600 | 32,600 | 34,400 |
| - Corporate fraud | 115,100 | 117,700 | 125,000 | 133,400 |
| - External audit | 28,100 | 29,900 | 29,900 | 34,200 |
| - Corporate costs | 147,900 | 141,400 | 141,400 | 189,900 |
| Gross income | 1,033,386 | 639,100 | 845,500 | 714,000 |
| Net expenditure | 972,252 | 1,244,000 | 1,788,973 | 1,862,450 |

Corporate and democratic core

Democratic representation and management

Service description

| | |
|---------------------------|--|
| Budget manager: | Corporate Head of Law and Governance - M. Leo |
| Service function: | Services to members.
Mayoral and members' allowances and expenses
Council Chamber, Committee Room, Mayor's Room and meeting rooms.
Meetings of the Council and policy making committees
Members' involvement in representing local interests |
| Service basis: | Mixed (Statutory & Discretionary) |
| Legal status: | Local Government Act 1972. Local Government and Housing Act 1989. |
| Policy objectives: | Members' Allowances payable have been recommended by the Independent Remuneration Panel and adopted by the Corporate Management Committee. |

Budget for the year ending 31 March 2027

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|--|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| Expenditure | | | | |
| Employees | | | | |
| Direct employee expenses | 109,566 | 108,900 | 137,100 | 111,800 |
| Other employee costs | 420,001 | 427,400 | 424,600 | 436,200 |
| Training and recruitment | 2,500 | 2,500 | 2,200 | 1,900 |
| Premises related expenditure | | | | |
| Rents, rates and insurance | - | 1,000 | 700 | 700 |
| Ground maintenance | - | 300 | 300 | 300 |
| Transport related expenditure | | | | |
| Travelling expenses | 2,995 | 4,700 | 3,500 | 3,500 |
| Travelling allowance | 403 | 2,500 | 2,500 | 2,500 |
| Supplies and services | | | | |
| Equipment, furniture and materials | (975) | 500 | 500 | 500 |
| Catering expenses | 1,776 | 2,300 | 2,300 | 2,300 |
| General office expenses | 4,352 | 4,200 | 6,300 | 3,600 |
| Communications and computing | 1,383 | 1,200 | 17,200 | 17,600 |
| Services and expenses | 8,133 | 5,000 | 5,000 | 5,000 |
| Sub total | 550,134 | 560,500 | 602,200 | 585,900 |
| Support services | 589,860 | 666,100 | 666,100 | 783,600 |
| Gross expenditure | 1,139,994 | 1,226,600 | 1,268,300 | 1,369,500 |
| Income | | | | |
| Recharged to the Housing Revenue Account | | | | |
| Committee servicing | 33,000 | 34,300 | 34,300 | 40,500 |
| Members allowances | 74,600 | 72,900 | 72,900 | 79,100 |
| Net expenditure | 1,032,394 | 1,119,400 | 1,161,100 | 1,249,900 |

Corporate and democratic core

Democratic representation and management

Service statistics

| | <u>2023/24</u> | <u>2024/25</u> | <u>2026/27</u> |
|---|----------------|----------------|----------------|
| | Actual | Actual | Estimate |
| | £ | £ | £ |
| Allowance payable (per Councillor) | | | |
| Mayor's allowance | 5,340 | 5,447 | 5,790 |
| Deputy Mayor's allowance | 1,438 | 1,467 | 1,559 |
| Basic allowance (41 members) | 5,665 | 5,778 | 6,127 |
| Leader of the Council | 11,330 | - | - |
| Co-leaders of the Council (4 Members) | - | 4,334 | 4,607 |
| Deputy Leader of the Council | 5,665 | - | - |
| Political Group Leaders (other than Leader of the Council) allowance per member | 438 | 447 | 475 |
| Members of Planning Committee (other than Chairman & Vice-Chairman) | 3,102 | 3,164 | 3,363 |
| Members of Corp. Man. not in receipt of other Special Allowance | 1,335 | 1,362 | 1,448 |
| Co-opted Members of the Standards Committee | 477 | 501 | 501 |
| Chair of Corporate Management Committee | - | 11,330 | 12,044 |
| Chair of Englefield Green Committee | 1,335 | 1,362 | 1,448 |
| Chair of Licensing Committee | 5,340 | 5,447 | 5,790 |
| Chair of Planning Committee | 9,319 | 9,505 | 10,103 |
| Chair of Regulatory Committee | 2,670 | 2,723 | 2,894 |
| Chair of Standards and Audit Committee | 5,340 | 5,447 | 5,790 |
| Chair of Other Policy Committees | 5,340 | 5,447 | 5,790 |
| Chair of Overview and Scrutiny Committee | 5,340 | 5,447 | 5,790 |
| Deputy Chair of Corporate Management Committee | - | 5,665 | 6,021 |
| Vice-Chair of Planning Committee | 6,205 | 6,329 | 6,728 |
| Vice-Chair of Licensing Committee | 2,670 | 2,723 | 2,894 |
| Vice-Chair of Regulatory Committee | 1,335 | 1,362 | 1,448 |
| Vice-Chair of Standards and Audit Committee | 2,670 | 2,723 | 2,894 |
| Vice-Chair of Other Policy Committees | 2,670 | 2,723 | 2,894 |
| Vice-Chair of Overview and Scrutiny Committee | 2,670 | 2,723 | 2,894 |
| Chair of Joint Committee (April 2023/24) | 445 | - | - |

Elections

Service description

| | |
|---------------------------|--|
| Budget manager: | Election Services Manager - K. Richards |
| Service function: | The conduct of all elections within the Borough. |
| Service basis: | Statutory |
| Legal status: | Various statutes including Representation of the People Act 1983
Political Parties, Elections and Referendums Act 2000
Electoral Administration Act 2006
Local Government and Public Involvement in Health Act 2007 |
| Policy objectives: | To aim for declaration of local election results by 1.30am. |

Budget for the year ending 31 March 2027

| | <u>2024/25</u> | <u>2025/26</u> | <u>2025/26</u> | <u>2026/27</u> |
|---------------------------------------|----------------|----------------|----------------|----------------|
| | Actual | Estimate | Probable | Estimate |
| | £ | £ | £ | £ |
| Expenditure | | | | |
| Employees | | | | |
| Direct employee expenses | 77,100 | 62,700 | 62,700 | 72,500 |
| Training and recruitment | 13,144 | 8,100 | 2,800 | 7,900 |
| Premises related expenditure | | | | |
| Rents, rates, utilities and insurance | 47,879 | 16,800 | 5,200 | 18,400 |
| Grounds maintenance | - | 2,000 | 0 | 2,000 |
| Cleaning and domestic supplies | - | 100 | 0 | 100 |
| Transport related expenditure | | | | |
| Travelling expenses | 90 | 900 | 200 | 900 |
| Supplies and services | | | | |
| Equipment, furniture and materials | 4,413 | 500 | 100 | 500 |
| Catering expenses | 201 | 400 | 0 | 400 |
| General office expenses | 81,978 | 27,000 | 7,500 | 27,000 |
| Communications and computing | 142,916 | 60,200 | 13,700 | 60,500 |
| Services and expenses | 158,639 | 57,300 | 4,000 | 57,300 |
| Miscellaneous expenses | 1,072 | 600 | 600 | 600 |
| Community governance review | - | - | 100,000 | 0 |
| Sub total | 527,432 | 236,600 | 196,800 | 248,100 |
| Support services | 68,028 | 63,300 | 63,300 | 68,800 |
| Gross expenditure | 595,460 | 299,900 | 260,100 | 316,900 |
| Income | | | | |
| Government Grants | 32,758 | 0 | 0 | 0 |
| Other Grants and contributions | 326,330 | 90,000 | 20,000 | 0 |
| Gross income | 359,088 | 90,000 | 20,000 | 0 |
| Net expenditure | 236,372 | 209,900 | 240,100 | 316,900 |

Communications Service

Service description

| | |
|---------------------------|--|
| Budget managers: | Communications and Marketing Manager - Vacant |
| Service function: | <p>The promotion of the Council as a whole and the work of individual service areas to mass audiences across the borough.</p> <p>To manage the Council's relations with journalists, social media and newsletter audiences.</p> <p>To provide a design and print service operating within the Council's Style Rules.</p> <p>To support emergency or situational responses by providing professional advice and actions.</p> <p>To provide an internal communications service via newsletters, posters and an intranet.</p> |
| Service basis: | Discretionary |
| Legal status: | Local Government Act 1972 and 1986 |
| Policy objectives: | <p>To build on the existing excellent reputation of Runnymede Borough Council within its community and with its stakeholders.</p> <p>To develop effective and consistent communication with the residents and businesses across and ne a number of channels including the media, social media, printed publications</p> <p>To create content and key messages which are appropriate to the Council's audiences and delivered in a manner they can engage with.</p> <p>To encourage, embed and remind colleagues, with support and advice, that communication exists everywhere in the Council and it is the responsibility of all staff members to communicate promptly, precisely and appropriately with their audiences.</p> |

Budget for the year ending 31 March 2027

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|--|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| Expenditure | | | | |
| Employees | | | | |
| Direct employee expenses | 146,400 | 144,000 | 141,500 | 173,100 |
| Training and recruitment | 95 | 4,000 | 3,500 | 3,100 |
| Transport related expenditure | | | | |
| Travelling expenses | 135 | 500 | 300 | 300 |
| Car allowances | 400 | 300 | 300 | 0 |
| Supplies and services | | | | |
| Equipment, furniture and materials | 352 | 500 | 500 | 500 |
| General office expenses | 724 | 2,300 | 1,800 | 1,800 |
| Communications and computing | 1,118 | 1,100 | 1,100 | 1,100 |
| Services and expenses | 250 | 1,000 | 1,000 | 1,000 |
| Grants and subscriptions | - | 200 | 200 | 200 |
| Sub total | 149,474 | 153,900 | 150,200 | 181,100 |
| Support services | 40,645 | 44,600 | 44,600 | 38,600 |
| Gross expenditure | 190,119 | 198,500 | 194,800 | 219,700 |
| Income | | | | |
| Sales, fees and charges | 6,000 | 6,000 | 0 | 0 |
| Other income and recharges - Housing Revenue Account | 28,900 | 21,200 | 21,200 | 24,100 |
| Gross income | 34,900 | 27,200 | 21,200 | 24,100 |
| Net expenditure | 155,219 | 171,300 | 173,600 | 195,600 |

Council tax collection

Service description

| | |
|---------------------------|--|
| Budget manager: | Corporate Head of Customer, Digital & Collection Services - L. Norman |
| Service function: | To administer the collection and recovery of Council Tax. |
| Service basis: | Statutory |
| Legal status: | Local Government Finance Act 1992 |
| Policy objectives: | To achieve a collection target of 98.5% of the total debit by 31st March |

Budget for the year ending 31 March 2027

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|---------------------------------|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| Expenditure | | | | |
| Employees | | | | |
| Direct employee expenses | 306,100 | 299,500 | 299,500 | 304,900 |
| Training and recruitment | 1,933 | 4,400 | 4,000 | 3,600 |
| Transport related expenditure | | | | |
| Travelling expenses | 262 | 200 | 200 | 200 |
| Car allowances | 100 | 400 | 400 | 300 |
| Supplies and services | | | | |
| General office expenses | 1,348 | 3,100 | 3,100 | 2,500 |
| Communications and computing | 21,014 | 24,000 | 24,000 | 24,400 |
| Services and expenses | 114,398 | 131,200 | 138,800 | 139,600 |
| Sub total | 445,155 | 462,800 | 470,000 | 475,500 |
| Support services | 413,290 | 486,900 | 486,900 | 497,900 |
| Depreciation and impairment | 9 | 0 | 0 | 0 |
| Gross expenditure | 858,454 | 949,700 | 956,900 | 973,400 |
| Income | | | | |
| Other grants and contributions: | | | | |
| - Costs and penalties recovered | 226,102 | 208,000 | 208,000 | 208,000 |
| Gross income | 226,102 | 208,000 | 208,000 | 208,000 |
| Net expenditure | 632,352 | 741,700 | 748,900 | 765,400 |

National non-domestic rate

Service description

| | |
|---------------------------|---|
| Budget manager: | Corporate Head of Customer, Digital & Collection Services - L. Norman |
| Service function: | To levy, collect and recover non domestic rates (commonly known as business rates)
Non domestic rate was introduced on 1st April 1990 & replaced the general rate as the locally collected system of taxation for non-domestic property. All business rates collected are paid over to the national pool which is administered by the Government |
| Service basis: | Statutory |
| Legal status: | Local Government Finance Act 1988 |
| Policy objectives: | The collection target is to achieve 98.8% of the total debit collectable by 31st March |

Budget for the year ending 31 March 2027

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|--|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| Expenditure | | | | |
| Employees | | | | |
| Direct employee expenses | 135,500 | 141,100 | 141,100 | 152,800 |
| Training and recruitment | 108 | 1,000 | 900 | 800 |
| Transport related expenditure | | | | |
| Car allowances | 100 | 600 | 600 | 500 |
| Supplies and services | | | | |
| Communications and computing | 13,152 | 16,300 | 16,400 | 16,700 |
| Services and expenses | 3,698 | 5,500 | 5,300 | 5,600 |
| Sub total | 152,558 | 164,500 | 164,300 | 176,400 |
| Support services | 68,485 | 78,400 | 78,400 | 79,900 |
| Depreciation and impairment | 7 | 0 | 0 | 0 |
| Gross expenditure | 221,050 | 242,900 | 242,700 | 256,300 |
| Income | | | | |
| Government grants: | | | | |
| - Cost of collection allowance | 17,700 | 137,100 | 137,100 | 137,100 |
| Other grants and contributions - costs recovered | 159,993 | 4,000 | 60,000 | 60,000 |
| Gross income | 177,693 | 141,100 | 197,100 | 197,100 |
| Net expenditure | 43,357 | 101,800 | 45,600 | 59,200 |

Registration of electors

Service description

| | |
|---------------------------|--|
| Budget manager: | Election Services Manager - K. Richards |
| Service function: | To maintain throughout the year and prepare and publish an accurate Register of Electors, listing all eligible residents as at 15th October. |
| Service basis: | Statutory |
| Legal status: | Representation of the People Act 1983 as amended by the Representation of the People Act 1985, 1989, 2000.
Representation of the People Act Regulations 2001.
Political Parties, Elections and Referendums Act 2000
Electoral Administration Act 2006 |
| Policy objectives: | To improve the quality and structure of the register and review canvassing areas and resources. |

Budget for the year ending 31 March 2027

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|---|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| Expenditure | | | | |
| Employees | | | | |
| Direct employee expenses | 94,938 | 88,200 | 88,200 | 102,600 |
| Training and recruitment | - | 1,200 | 900 | 800 |
| Transport related expenditure | | | | |
| Travelling expenses | - | 100 | 100 | 100 |
| Car allowances | 1,200 | 1,300 | 1,300 | 1,500 |
| Supplies and services | | | | |
| General office expenses | 7,164 | 9,200 | 9,200 | 9,200 |
| Communications and computing | 36,319 | 40,700 | 41,100 | 39,400 |
| Services and expenses | 4,408 | 9,500 | 7,000 | 7,000 |
| Sub total | 144,029 | 150,200 | 147,800 | 160,600 |
| Support services | 48,290 | 54,700 | 54,700 | 56,200 |
| Gross expenditure | 192,319 | 204,900 | 202,500 | 216,800 |
| Income | | | | |
| Sales, fees and charges- sales of registers | 2,796 | 1,500 | 2,000 | 2,000 |
| Gross income | 2,796 | 1,500 | 2,000 | 2,000 |
| Net expenditure | 189,523 | 203,400 | 200,500 | 214,800 |

Local land charges

Service description

| | |
|---------------------------|--|
| Budget manager: | Local Land Charges Manager - M. Doyle |
| Service function: | The maintenance of a register of local land charges as defined by statute (mainly restrictions and obligations relating to land) and the answering of searches and inquiries submitted by prospective purchasers of property in the Borough. |
| Service basis: | Statutory |
| Legal status: | Local Land Charges Act 1975
Local authorities (charges for property searches) regulations 2008 |
| Policy objectives: | To meet statutory obligations in a cost effective manner and within agreed deadlines. |

Budget for the year ending 31 March 2027

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|---------------------------------|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| Expenditure | | | | |
| Employees | | | | |
| Direct employee expenses | 106,490 | 109,100 | 109,900 | 114,700 |
| Training and recruitment | - | - | 600 | 0 |
| Transport related expenditure | | | | |
| Car allowances | 100 | 400 | 0 | 0 |
| Supplies and services | | | | |
| General office expenses | 150 | 200 | 200 | 200 |
| Communications and computing | 3,957 | 4,100 | 4,000 | 4,100 |
| Services and expenses | 37,051 | 39,700 | 39,700 | 44,900 |
| Sub total | 147,748 | 153,500 | 154,400 | 163,900 |
| Support services | 84,790 | 111,600 | 111,600 | 116,300 |
| Depreciation and impairment | 500 | 400 | 400 | 400 |
| Gross expenditure | 233,038 | 265,500 | 266,400 | 280,600 |
| Income | | | | |
| Government grants | 11,137 | 10,500 | 0 | 0 |
| Other Grants and Contributions | 60,000 | 0 | 0 | 0 |
| Sales, fees and charges: | | | | |
| - Sales | 245 | 300 | 300 | 300 |
| - Search fees | 210,766 | 265,000 | 270,000 | 277,700 |
| Gross income | 282,148 | 275,800 | 270,300 | 278,000 |
| Net expenditure (income) | (49,110) | (10,300) | (3,900) | 2,600 |

Contingencies planning

Service description

| | |
|---------------------------|---|
| Budget manager: | Head of External Projects & Climate Change - M. Steward |
| Service function: | To increase organisational resilience to disruptive events/emergencies.
To provide training for staff.
To ensure the provision of an emergency plans and emergency equipment. |
| Service basis: | Statutory |
| Legal status: | Local Government Act 1972 (Section 138)
Civil Contingencies Act 2004 |
| Policy objectives: | To fulfil our statutory duties as a Category 1 responder in responding, maintaining and restoring council services as necessary. |

Budget for the year ending 31 March 2027

| | <u>2024/25</u> | <u>2025/26</u> | <u>2025/26</u> | <u>2026/27</u> |
|--|----------------|----------------|----------------|----------------|
| | Actual | Estimate | Probable | Estimate |
| | £ | £ | £ | £ |
| Expenditure | | | | |
| Employees | | | | |
| Direct employee expenses | 53,100 | 59,900 | 59,900 | 62,600 |
| Premises related expenditure | | | | |
| Rent, rates and insurance - depot recharge | 12,800 | 12,800 | 12,800 | 13,200 |
| Grounds maintenance | 11,200 | 11,400 | 11,400 | 8,800 |
| Transport related expenditure | | | | |
| Transport recharges | 22,431 | 19,900 | 19,900 | 18,500 |
| Car Allowances/Travel Expenses | 347 | 0 | 0 | 200 |
| Supplies and services | | | | |
| Equipment, furniture and materials | 34 | 600 | 200 | 200 |
| General office expenses | 6,861 | 6,900 | 6,900 | 6,900 |
| Communications and computing | 2,677 | 3,200 | 3,200 | 3,200 |
| Grants and subscriptions | 1,000 | 0 | 0 | |
| Third party payments (Applied Resilience) | 65,724 | 67,100 | 67,100 | 69,200 |
| Sub total | 176,174 | 181,800 | 181,400 | 182,800 |
| Support services | 34,733 | 38,100 | 38,100 | 49,300 |
| Net expenditure | 210,907 | 219,900 | 219,500 | 232,100 |
| Income | | | | |
| Government grants | (70) | 0 | 0 | 0 |
| Gross income | (70) | 0 | 0 | 0 |
| Net expenditure (income) | 210,977 | 219,900 | 219,500 | 232,100 |

Corporate land and property

Budget for the year ending 31 March 2027

| | |
|---------------------------|--|
| Budget manager: | Corporate Head of Assets & Regeneration - A. Williams |
| Service function: | <p>Leading the regeneration of the main towns in the Borough.
Increasing revenue income through the use of capital and exploiting commercial opportunities</p> <p>The general management of corporate land and property including the giving of advice and information, and the maintenance of the property register.
The revenue costs associated with the development of the Council's corporate property holding portfolio - including major acquisitions and disposals as well as on-going town centre revitalisation schemes.</p> |
| Service basis: | Discretionary |
| Legal status: | Localism Act 2011, Town and Country Planning Act 1959, 1971 and 1990.
Local Government Planning and Land Act 1980. Local Government 1972 & 2003.
Landlord and tenant Act 1954. Law of Property act 1925. Housing Act 2004.
Health & Safety at Work Act 1974. Leasehold Reform Act 1967.
Data Protection Act 2018. |
| Policy objectives: | <p>To complete and fulfil the Medium Term Financial Plan transfers for income generation through major acquisition, town centre developments and where required disposals.</p> <p>To encourage economic activity and place shaping in the Borough.</p> <p>To manage and maintain the Councils strategic land acquisitions in an efficient and effective manner.</p> <p>We will maximise all commercial income producing opportunities including: redevelopment and regeneration seeking opportunities to add value to assets through commercial dealings, lease variations or asset disposals.</p> <p>We will provide an Asset Management Service that delivers a comprehensive and proactive "Corporate Landlord" approach to the commercial and operational property portfolio.</p> <p>To encourage economic activity in the Borough.</p> <p>To manage and maintain the Councils strategic land acquisitions in an efficient and effective manner.</p> |

Corporate land and property holdings

Budget for the year ending 31 March 2027

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|--|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| Expenditure | | | | |
| Employees | | | | |
| Direct employee expenses | 1,056,994 | 1,110,900 | 1,109,600 | 1,344,700 |
| Training and recruitment | 2,330 | 28,500 | 27,700 | 10,900 |
| Premises related expenditure | | | | |
| Building maintenance | 57,987 | 38,590 | 59,160 | 42,200 |
| Energy costs | 20,108 | 39,900 | 39,900 | 39,900 |
| Water services | 626 | 3,600 | 3,600 | 3,600 |
| Rent, rates and insurance | 322,992 | 96,600 | 95,900 | 95,900 |
| Cleaning and domestic supplies | 15,597 | 800 | 0 | 0 |
| Grounds maintenance | 5,745 | 12,100 | 66,375 | 12,100 |
| Service charge expenditure | 700,971 | 0 | 0 | 0 |
| Transport related expenditure | | | | |
| Travelling expenses | - | 300 | 300 | 300 |
| Car allowances | 1,500 | 500 | 500 | 400 |
| Supplies and services | | | | |
| Equipment, furniture and materials | 1,078 | 400 | 400 | 400 |
| Catering expenses | 12 | 200 | 200 | 200 |
| Clothes, Uniform & Laundry | - | 100 | 100 | 100 |
| General office expenses | 13,269 | 53,600 | 600 | 600 |
| Communications and computing | 33,874 | 58,600 | 33,600 | 33,600 |
| Services and expenses | 415,646 | 385,800 | 363,047 | 335,340 |
| Services & expenses - Regeneration Feasibility | 108,625 | 0 | 241,375 | 0 |
| Services and expenses - Permitted Development | 102,560 | 0 | 47,440 | 0 |
| Services and expenses - Safety surveys | - | 0 | 106,000 | 0 |
| Services and expenses - Legal Fees | 66,400 | 0 | 83,600 | 0 |
| Miscellaneous expenses | 21,081 | 19,800 | 19,800 | 19,800 |
| Third Party Payments | 2,931 | 25,000 | 25,000 | 25,000 |
| Sub total | 2,950,325 | 1,875,290 | 2,324,197 | 1,965,040 |
| Support services | 494,515 | 626,500 | 635,000 | 780,100 |
| Depreciation and impairment losses | 193,577 | 244,500 | 244,500 | 244,500 |
| Gross expenditure | 3,638,417 | 2,746,290 | 3,203,697 | 2,989,640 |
| Income | | | | |
| Rents and leases | 466,937 | 759,931 | 753,105 | 762,458 |
| Costs recovered - Service Charges | 903,730 | 0 | 0 | 0 |
| Other grants and contributions - costs recovered | 1,534 | 800 | 3,000 | 3,000 |
| Costs recovered - RBC Companies & Other | 70,000 | 70,000 | 70,000 | 70,000 |
| Sales, fees and charges | 165 | 4,000 | 1,000 | 1,000 |
| Other income & recharges - recharge to capital | 306,700 | 204,500 | 40,000 | 0 |
| Other income & recharges - Assets central recharge | 63,697 | 299,600 | 308,400 | 448,500 |
| Gross income | 1,812,762 | 1,338,831 | 1,175,505 | 1,284,958 |
| Net expenditure (income) | 1,825,655 | 1,407,459 | 2,028,192 | 1,704,682 |

Civic Centre

Service description

| | |
|----------------------------|---|
| Budget managers: | Facilities Contract Manager - J. Jones
Corporate Head of Customer, Digital & Collection Services - L. Norman (Digital Services)
Corporate Head of Assets & Regeneration - A. Williams (Rents) |
| Service function: | A control account for the monitoring of Civic Centre costs, including rents and service charges to Surrey Police, Surrey Library and Surrey Adult Care |
| Service basis: | Statutory |
| Legal status: | Local Government Act 1972. |
| Policy objectives : | That the Council be held in high regard by all that come into contact with it. |

Budget for the year ending 31 March 2027

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|------------------------------------|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| Expenditure | | | | |
| Premises related expenditure | | | | |
| Building maintenance | 241,038 | 135,900 | 250,710 | 162,000 (a) |
| Fuel, light and water | 184,262 | 351,700 | 244,500 | 252,000 |
| Rates and insurance | 498,391 | 511,200 | 512,200 | 526,100 |
| Cleaning and domestic supplies | 129,615 | 131,300 | 131,300 | 118,800 |
| Grounds maintenance | 465 | 500 | 500 | 500 |
| Supplies and services | | | | |
| Equipment, furniture and materials | 6,659 | 6,100 | 6,100 | 7,700 |
| Catering expenses | 1,063 | 3,500 | 4,000 | 3,000 |
| General Office expenses | 1,178 | 800 | 800 | 800 |
| Communications and computing | 29,079 | 40,800 | 42,900 | 43,200 |
| Services and expenses | 7,351 | 4,900 | 4,400 | 4,600 |
| Sub total | 1,099,101 | 1,186,700 | 1,197,410 | 1,118,700 |
| Support services | 157,771 | 161,900 | 161,900 | 190,100 |
| Depreciation and impairment losses | 186,590 | 187,300 | 187,300 | 187,300 |
| Gross expenditure | 1,443,462 | 1,535,900 | 1,546,610 | 1,496,100 |
| Income | | | | |
| Sales, fees and charges | 175 | 0 | 0 | 0 |
| Rents and Leases | 160,208 | 150,000 | 109,700 | 92,000 |
| Other income and recharges | | | | |
| - General fund services | 1,163,614 | 1,283,500 | 1,280,000 | 1,260,700 |
| - Housing Revenue Account | 112,600 | 125,000 | 125,000 | 124,900 |
| Gross income | 1,436,597 | 1,558,500 | 1,514,700 | 1,477,600 |
| Net expenditure (income) | 6,865 | (22,600) | 31,910 | 18,500 |

(a) Building maintenance 2025/26 probable budget includes £60,000 planned underspend for fire door replacement

Chertsey Depot

Service description

| | |
|----------------------------|--|
| Budget manager: | Head of Operations - M. Scott
Facilities Contract Manager - J. Jones (Strategic maintenance)
Corporate Head of Assets & Regeneration - A. Williams (Rents) |
| Service function: | A control account for the monitoring of the general running cost of Chertsey depot before being recharged to services and accounts. |
| Service basis: | Statutory |
| Legal status: | Local Government Act 1972. |
| Policy objectives : | To provide a secure operating base for the in house workforce and external contractors to secure the cost efficient long term provision of services. |

Budget for the year ending 31 March 2027

| | <u>2024/25</u> | <u>2025/26</u> | <u>2025/26</u> | <u>2026/27</u> |
|--|----------------|----------------|----------------|----------------|
| | Actual | Estimate | Probable | Estimate |
| | £ | £ | £ | £ |
| Expenditure | | | | |
| Employees | | | | |
| Direct employee expenses | 24,100 | 29,600 | 29,600 | 38,500 |
| Training and recruitment | 9,697 | 400 | 600 | 500 |
| Premises related expenditure | | | | |
| Strategic maintenance | 40,649 | 18,810 | 20,600 | 21,600 |
| Building maintenance | 3,300 | 3,100 | 3,100 | 2,600 |
| Fuel, light, and water | 54,529 | 69,500 | 62,500 | 63,100 |
| Rates and insurance | 85,333 | 86,800 | 88,300 | 90,000 |
| Grounds maintenance -yard | 12,615 | 10,600 | 10,600 | 9,500 |
| Cleaning and Domestic | 15,037 | 13,800 | 13,800 | 14,100 |
| Transport related expenditure | | | | |
| Transport recharges | 5,671 | 8,300 | 7,400 | 7,500 |
| Car allowances | 100 | 100 | 100 | 0 |
| Supplies and services | | | | |
| Equipment, furniture and materials | 469 | 1,000 | 1,000 | 1,200 |
| Kitchen and vending | 882 | 1,500 | 200 | |
| Clothes, uniform and laundry | 2,437 | 2,400 | 2,400 | 2,500 |
| General office expenses | 3,716 | 1,800 | 3,200 | 3,200 |
| Communications and computing | 2,666 | 1,900 | 2,100 | 2,100 |
| Services and expenses - rodent treatment | 2,943 | 100 | 100 | 100 |
| Sub total | 264,144 | 249,710 | 245,600 | 256,500 |
| Support services | 50,132 | 51,100 | 51,100 | 50,800 |
| Depreciation and impairment losses | 11,281 | 10,700 | 10,700 | 10,700 |
| Gross expenditure | 325,557 | 311,510 | 307,400 | 318,000 |
| Income | | | | |
| Rents and leases | 450 | 451 | 451 | 451 |
| Other income and recharges - General Fund Services | 313,700 | 313,700 | 313,700 | 315,900 |
| Gross income | 314,150 | 314,151 | 314,151 | 316,351 |
| Net expenditure (income) | 11,407 | (2,641) | (6,751) | 1,649 |

Salaries of staff (by department)

| Service description | |
|---------------------------|--|
| Budget manager: | All Corporate Heads |
| Service function: | A control account for the monitoring of staff salaries. |
| Service basis: | Statutory |
| Legal status: | Local Government Act 1972. Superannuation Act 1972 and associated regulations. Miscellaneous other enactment's relating to the employment of staff. |
| Policy objectives: | To have employment arrangements in place to meet statutory requirements and to recruit and retain high calibre staff to deliver council services.
Local pay arrangements are in place.
To achieve containment in employment costs consistent with service needs. |

| Budget for the year ending 31 March 2027 | | | | |
|--|-------------------|-------------------|-------------------|-------------------|
| | <u>2024/25</u> | <u>2025/26</u> | <u>2025/26</u> | <u>2026/27</u> |
| | Actual | Estimate | Probable | Estimate |
| | £ | £ | £ | £ |
| Expenditure | | | | |
| Department | | | | |
| Chief executives | 968,605 | 911,100 | 770,300 | 795,000 |
| Human resources | 348,758 | 360,200 | 473,600 | 495,000 |
| Assets and regeneration | 273,984 | 821,700 | 1,010,700 | 1,010,700 |
| Law and governance services | 897,705 | 1,028,100 | 1,321,800 | 1,391,300 |
| Finance | 830,649 | 954,600 | 978,500 | 1,107,400 |
| Customer, digital & collection services | 1,973,345 | 2,257,800 | 2,257,800 | 2,362,200 |
| Housing services | 2,225,202 | 2,775,600 | 2,775,600 | 2,943,500 |
| Community services | 2,055,495 | 3,322,100 | 3,343,700 | 3,335,300 |
| Environmental services | 1,417,383 | 3,629,200 | 3,629,200 | 3,907,700 |
| Planning development management | 1,415,223 | 1,449,000 | 1,449,000 | 1,533,400 |
| Planning policy & economic development | 491,537 | 521,200 | 521,200 | 549,900 |
| Savings from vacancies/turnover | - | (319,800) | (869,800) | (343,300) |
| Apprenticeship additional provision | - | 180,700 | 180,700 | 186,100 |
| Pay awards | - | - | 195,000 | 0 |
| Adjustment for short term accumulated absences | (31,200) | - | - | - |
| Gross expenditure | 12,866,686 | 17,891,500 | 18,037,300 | 19,274,200 |
| Income | | | | |
| Recharged to: | | | | |
| General fund and trading services | 11,193,196 | 15,768,600 | 16,441,400 | 16,813,000 |
| Housing revenue account | 1,709,865 | 2,131,800 | 2,154,800 | 2,267,700 |
| Housing revenue account - accrued leave | (3,300) | 0 | 0 | 0 |
| Housing revenue account - salary savings | - | (54,800) | (54,800) | (58,300) |
| Gross income | 12,899,761 | 17,845,600 | 18,541,400 | 19,022,400 |
| Net expenditure (income) | (33,075) | 45,900 | (504,100) | 251,800 |

In conjunction with the introduction of the new HR and Payroll system, the opportunity was taken to change the way we budget for salaries, by treating all posts (office and non office) the same, this is reflected in the 2025/26 estimate. The 2024/25 estimate and probable budgets do not include posts budgeted elsewhere, if these posts were included the original budget would have been £18,496,000.

Employer's costs

Budget for the year ending 31 March 2027

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|---|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| Expenditure | | | | |
| Employers contributions | | | | |
| Pension contributions for early retirees - annual | 62,681 | 68,000 | 68,000 | 68,000 |
| Pension back-funding for previous years deficits | 600,000 | 610,000 | 458,000 | 366,200 |
| Pension unwinding of discount on local scheme | 532,572 | 0 | 61,000 | 61,000 |
| Pension contributions for current staff | 2,219,580 | 2,884,000 | 2,952,400 | 3,029,300 |
| Pensions sub-total | 3,414,833 | 3,562,000 | 3,539,400 | 3,524,500 |
| National insurance | 1,410,081 | 2,419,600 | 2,097,200 | 2,195,200 |
| Recruitment incentives etc. | 41,075 | 80,000 | 114,300 | 104,500 |
| In house training | 30,520 | 44,500 | 44,500 | 44,500 |
| Training Savings | - | (25,000) | 0 | 0 |
| First aid allowances | 7,830 | 8,100 | 8,100 | 8,100 |
| Employer's insurances | 50,328 | 51,900 | 67,100 | 68,400 |
| Financial services | 7,200 | 8,800 | 8,800 | 9,500 |
| Municipal safety service | 47,491 | 53,500 | 51,300 | 52,700 |
| Savings from vacancies/turnover | - | (91,100) | (93,300) | (97,800) |
| Insurance prepayment | 49,000 | 0 | 0 | 0 |
| Gross expenditure | 5,058,358 | 6,112,300 | 5,837,400 | 5,909,600 |
| Income | | | | |
| Less recharges | | | | |
| General fund services | 3,246,099 | 4,504,500 | 4,504,500 | 4,777,000 |
| Housing revenue account - services | 487,135 | 596,900 | 596,900 | 633,000 |
| Housing revenue account - back-funding | 103,000 | 71,000 | 71,000 | 43,000 |
| Housing revenue account - early retirees | 11,000 | 11,000 | 11,000 | 8,000 |
| Gross income | 3,847,234 | 5,183,400 | 5,183,400 | 5,461,000 |
| Net expenditure | 1,211,124 | 928,900 | 654,000 | 448,600 |

In conjunction with the introduction of the new HR and Payroll system, the opportunity was taken to change the way we budget for employers costs, by treating all posts (office and non office) the same, this is reflected in the 2025/26 estimate. An increase in the employer national insurance contribution, introduced in the Autumn Budget, is also included in the 2025/26 budget at an estimated cost of £527,000.

Car allowances

Service description

Budget managers: Assistant Chief Executive - A. Fahey

Service function: A control account for the monitoring of car allowance costs.

Service basis: Statutory

Legal status: Local Government Act 1972

Policy objectives: To retain salary scales which are competitive and offer attractive employment packages to attract and retain high calibre staff.
Local pay arrangements are in place.

To achieve containment in employee costs consistent with service needs.
Staffing requirements to be reviewed in annual personnel reports.

Budget for the year ending 31 March 2027

| | <u>2024/25</u> | <u>2025/26</u> | <u>2025/26</u> | <u>2026/27</u> |
|--------------------------|----------------|----------------|----------------|----------------|
| | Actual | Estimate | Probable | Estimate |
| | £ | £ | £ | £ |
| Expenditure | | | | |
| Car Allowances | 84,662 | 75,000 | 75,000 | 78,100 |
| Car Leasing | 32,362 | 33,200 | 33,200 | 33,500 |
| Gross expenditure | 117,024 | 108,200 | 108,200 | 111,600 |
| Income | | | | |
| Less recharges | | | | |
| Cost recovered | 1,730 | 1,900 | 1,900 | 1,700 |
| General fund services | 98,400 | 89,400 | 89,400 | 91,900 |
| Housing revenue account | 17,400 | 16,900 | 16,900 | 18,000 |
| Gross income | 117,530 | 108,200 | 108,200 | 111,600 |
| Net income | (506) | 0 | 0 | 0 |

Financial services

Service description

| | |
|--------------------------|---|
| Budget manager | Corporate Head of Finance - P. French
Assistant Chief Executive - A. Fahey |
| Service function: | To ensure the Council carries out its financial affairs in a fair, proportionate, and professional manner, by providing clear financial and strategic advice to all stakeholders whilst adhering to statutory and professional regulations in the dealing and reporting of all financial transactions |
| Service basis: | Statutory |
| Legal status: | Local Government Act 1972.
LGA 2003 (prudential system of capital finance, financial planning and budgeting);
Audit Commission Act 1998 (accounts and audit regulations);
Government and resource Accounts Act 2000 (whole of government accounts). |
| Policy Objective: | Support the effective overall financial management and procurement of the Council and individual services.
Aid in the process of financial accountability between departments.
Provide cost effective financial services and to identify opportunities for cost and efficiency savings. |

Budget for the year ending 31 March 2027

| | <u>2024/25</u> | <u>2025/26</u> | <u>2025/26</u> | <u>2026/27</u> |
|--|------------------|------------------|------------------|------------------|
| | Actual | Estimate | Probable | Estimate |
| | £ | £ | £ | £ |
| Expenditure | | | | |
| Employees | | | | |
| Direct employee expenses | 1,012,600 | 1,051,400 | 1,052,400 | 1,119,400 |
| Training and recruitment | 24,811 | 12,250 | 8,550 | 8,450 |
| Premises related expenditure | | | | |
| Building maintenance | 60 | 200 | 200 | 200 |
| Transport related expenditure | | | | |
| Travelling expenses | 278 | 100 | 100 | 100 |
| Car allowances | 4,500 | 4,500 | 4,500 | 4,900 |
| Supplies and services | | | | |
| General office expenses | 11,339 | 11,850 | 10,100 | 10,350 |
| Communications and computing | 120,403 | 239,650 | 168,000 | 202,400 (a) |
| Services and expenses | 123,987 | 129,750 | 181,050 | 135,250 |
| Miscellaneous - Insurance Commission claim | - | - | 185,000 | 0 |
| Third Party Payments (Internal Audit contract) | 82,975 | 75,000 | 79,425 | 80,200 |
| Sub total | 1,380,953 | 1,524,700 | 1,689,325 | 1,561,250 |
| Support services | 289,634 | 323,900 | 323,900 | 329,400 |
| Depreciation and impairment losses | 30,479 | 24,000 | 24,000 | 24,000 |
| Gross expenditure | 1,701,066 | 1,872,600 | 2,037,225 | 1,914,650 |
| Income | | | | |
| Other grants, reimbursements and contributions | 77,772 | 77,000 | 73,500 | 73,000 |
| Recovery of costs | 668,178 | 0 | 36,000 | 0 |
| Sales, fees and charges | - | 200 | 200 | 200 |
| Miscellaneous income | 210,071 | 1,000 | 1,000 | 1,000 |
| Other income and recharges | | | | |
| - General Fund services | 1,194,705 | 1,397,100 | 1,397,100 | 1,497,700 |
| - Housing Revenue Account | 275,300 | 302,900 | 302,900 | 297,500 |
| Gross income | 2,426,026 | 1,778,200 | 1,810,700 | 1,869,400 |
| Net expenditure (income) | (724,960) | 94,400 | 226,525 | 45,250 |

(a) A new financial management system is due to be introduced in 2025/26, whilst this happens there will be parallel running of the old and new systems which will incur additional costs

Digital Services

Service description

| | |
|--------------------------|---|
| Budget managers: | Corporate Head of Customer, Collection and Digital Services - L. Norman |
| Service function: | A control account for monitoring overall information technology costs. |
| Service basis: | Mixed (Statutory & Discretionary) |
| Legal status: | Local Government Act 1972. Data Protection Act 1998. Other miscellaneous Acts. |
| Policy Objective: | To examine the use of IT as a means of achieving efficiency savings whilst enhancing the quality of service delivery.
Develop Information and Communication Technology (ICT) Strategy. |

Budget for the year ending 31 March 2027

| | <u>2024/25</u> | <u>2025/26</u> | <u>2025/26</u> | <u>2026/27</u> |
|--|------------------|------------------|------------------|------------------|
| | Actual | Estimate | Probable | Estimate |
| | £ | £ | £ | £ |
| Expenditure | | | | |
| Employees | | | | |
| Direct employee expenses | 657,632 | 665,800 | 666,000 | 707,700 |
| Training and recruitment | 21,105 | 11,000 | 9,700 | 9,600 |
| Transport related expenditure | | | | |
| Travelling expenses | 259 | 200 | 200 | 200 |
| Supplies and services | | | | |
| Equipment, furniture and materials | 2,655 | 3,100 | 2,500 | 2,500 |
| General office expenses | 12,717 | 14,300 | 14,100 | 14,300 |
| Communications and computing | 293,066 | 326,300 | 335,400 | 331,000 |
| Sub total | 987,434 | 1,020,700 | 1,027,900 | 1,065,300 |
| Support services | 147,247 | 164,900 | 164,900 | 137,800 |
| Depreciation and impairment losses | 117,942 | 128,400 | 128,400 | 128,400 |
| Gross expenditure | 1,252,623 | 1,314,000 | 1,321,200 | 1,331,500 |
| Income | | | | |
| Other grants, reimbursements and contributions | 11,425 | 0 | 0 | 0 |
| Sales, fees and charges | 795 | 0 | 0 | 0 |
| Other income and recharges | | | | |
| - General fund services | 1,097,787 | 1,197,100 | 1,197,100 | 1,209,000 |
| - Housing Revenue Account | 113,800 | 124,100 | 124,100 | 125,500 |
| Gross income | 1,223,807 | 1,321,200 | 1,321,200 | 1,334,500 |
| Net expenditure (income) | 28,816 | (7,200) | 0 | (3,000) |

Digital mail services

Service description

| | |
|---------------------------|--|
| Budget managers: | Corporate Head of Customer, Collection and Digital Services - L. Norman |
| Service function: | The Corporate Electronic Document Management System (EDMS) is designed to centralise, organise, and secure critical corporate documents. This system provides a unified platform for efficient document storage, retrieval, and version control to enable staff to accurately process work in an efficient manner.
Management of the post room facility |
| Service basis: | Mixed (Statutory & Discretionary) |
| Legal status: | Local Government Act 1972 and 1986 |
| Policy objectives: | To streamline operations, enhance security and ensure compliance by providing a centralised, accessible and secure platform for all council documents
To facilitate effective incoming and outgoing communication and enable interaction between members, the public, companies and the Council. |

Budget for the year ending 31 March 2027

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|------------------------------------|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| Expenditure | | | | |
| Employees | | | | |
| Direct employee expenses | 80,900 | 95,300 | 95,300 | 93,900 |
| Training and recruitment | - | 600 | 500 | 500 |
| Supplies and services | | | | |
| General office expenses | 748 | 500 | 500 | 500 |
| Communications and computing | 15,097 | 15,300 | 9,300 | 9,300 |
| Sub total | 96,745 | 111,700 | 105,600 | 104,200 |
| Support services | 116,147 | 128,200 | 128,000 | 118,500 |
| Depreciation and impairment losses | 15,274 | 14,400 | 14,400 | 14,400 |
| Gross expenditure | 228,166 | 254,300 | 248,000 | 237,100 |
| Income | | | | |
| Other income and recharges | | | | |
| - General fund services | 223,653 | 228,100 | 227,900 | 200,400 |
| - Housing Revenue Account | 43,140 | 42,700 | 42,700 | 38,400 |
| Gross income | 266,793 | 270,800 | 270,600 | 238,800 |
| Net expenditure (income) | (38,627) | (16,500) | (22,600) | (1,700) |

During the estimates programme, the Corporate document management system and the post room management service were amalgamated, to become the Digital mail service.

Runnymede web

Service description

Budget managers: Corporate Head of Customer, Collection and Digital Services - L. Norman

Service function: To provide a highly functional website supporting 24/7 engagement with the Authority.

Service basis: Mixed (Statutory & Discretionary)

Legal status: Local Government Act 1972 and 1986

Policy objectives: That the Council be held in high regard by all that come into contact with it.
Provide web-enabled transactions.
Provide better public access to information and member support.
To develop and promote good working relationships with other major institutions (both public and private sector) within the Borough.

Budget for the year ending 31 March 2027

| | <u>2024/25</u> | <u>2025/26</u> | <u>2025/26</u> | <u>2026/27</u> |
|------------------------------------|----------------|----------------|----------------|----------------|
| | Actual | Estimate | Probable | Estimate |
| | £ | £ | £ | £ |
| Expenditure | | | | |
| Employees | | | | |
| Direct employee expenses | 84,500 | 92,500 | 92,500 | 133,700 |
| Training and recruitment | - | 500 | 400 | 400 |
| Transport related expenditure | | | | |
| Travelling expenses | - | 100 | 100 | 100 |
| Supplies and services | | | | |
| General office expenses | - | 300 | 300 | 300 |
| Communications and computing | 26,784 | 26,700 | 23,200 | 23,500 |
| Sub total | 111,284 | 120,100 | 116,500 | 158,000 |
| Support services | 64,347 | 70,900 | 70,900 | 72,800 |
| Depreciation and impairment losses | 9,205 | 9,000 | 9,000 | 9,000 |
| Gross expenditure | 184,836 | 200,000 | 196,400 | 239,800 |
| Income | | | | |
| Other income and recharges | | | | |
| - General fund services | 161,299 | 172,200 | 172,200 | 214,400 |
| - Housing Revenue Account | 23,700 | 23,000 | 23,000 | 30,800 |
| Gross income | 184,999 | 195,200 | 195,200 | 245,200 |
| Net expenditure (income) | (163) | 4,800 | 1,200 | (5,400) |

Human resources

Service description

| | |
|--------------------------|--|
| Budget managers: | Corporate Head of Human Resources - K. Enver |
| Service function: | A control account for the monitoring of human resources costs. Recharges are made to services and other accounts on the basis of establishment posts. |
| Service basis: | Mixed (Statutory & Discretionary) |
| Legal status: | Local Government Acts 1972 & 1988.
Local Government and Housing Act 1989.
Other miscellaneous Acts (especially Employment Legislation). |
| Policy Objective: | To have employment arrangements in place to meet statutory requirements and to recruit and retain high calibre staff to deliver council services.
Local pay arrangements are in place.
To achieve containment in employee costs consistent with service needs. |

Budget for the year ending 31 March 2027

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|--|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| Expenditure | | | | |
| Employees | | | | |
| Direct employee expenses | 406,337 | 441,000 | 441,000 | 449,600 |
| Training and recruitment | 6,879 | 10,400 | 9,300 | 8,100 |
| Transport related expenditure | | | | |
| Travelling and subsistence | 342 | 50 | 50 | 50 |
| Supplies and services | | | | |
| Equipment, Furniture and Materials | 11 | 0 | 0 | |
| Catering expenses | | 50 | 50 | 50 |
| General office expenses | 6,152 | 7,500 | 8,000 | 8,100 |
| Communications and computing | 45,367 | 35,400 | 38,500 | 37,800 |
| Services and expenses | - | - | 5,000 | 0 |
| Sub total | 465,088 | 494,400 | 501,900 | 503,700 |
| Support services | 98,490 | 108,500 | 108,500 | 122,200 |
| Depreciation and impairment losses | 20,686 | 8,300 | 8,300 | 8,300 |
| Gross expenditure | 584,264 | 611,200 | 618,700 | 634,200 |
| Income | | | | |
| Other grants, reimbursements and contributions | - | 7,500 | 0 | 0 |
| Other income and recharges | | | | |
| - General fund services | 511,700 | 528,700 | 528,700 | 554,100 |
| - Housing Revenue Account | 61,300 | 57,500 | 57,500 | 68,900 |
| Gross income | 573,000 | 593,700 | 586,200 | 623,000 |
| Net expenditure (income) | 11,264 | 17,500 | 32,500 | 11,200 |

Procurement services

Service description

| | |
|--------------------------|---|
| Budget managers: | Head of Procurement - A. Gibson |
| Service function: | A control account for the monitoring of costs associated with Procurement. Recharges are made to services and other accounts on the basis of establishment costs. |
| Service basis: | Mixed (Statutory & Discretionary) |
| Legal status: | Procurement - Public Contract Regulations 2015 / Procurement Act 2023 (from 24th February 2025) |
| Policy Objective: | To support the procurement of contracts to provide goods, services and works for the Council |

Budget for the year ending 31 March 2027

| | <u>2024/25</u> | <u>2025/26</u> | <u>2025/26</u> | <u>2026/27</u> |
|---------------------------------|----------------|----------------|-----------------|----------------|
| | Actual | Estimate | Probable | Estimate |
| | £ | £ | £ | £ |
| Expenditure | | | | |
| Employees | | | | |
| Direct employee expenses | 135,600 | 196,500 | 196,500 | 199,900 |
| Training and recruitment | 7,703 | 4,100 | 3,700 | 3,700 |
| Transport related expenditure | | | | |
| Travelling and subsistence | - | 100 | 100 | 100 |
| Supplies and services | | | | |
| Communications and computing | 2,499 | 2,500 | 2,500 | 3,200 |
| Sub total | 145,802 | 203,200 | 202,800 | 206,900 |
| Support services | 53,800 | 63,900 | 63,900 | 47,900 |
| Gross expenditure | 199,602 | 267,100 | 266,700 | 254,800 |
| Income | | | | |
| Other grants - costs recovered | - | - | 26,800 | 0 |
| Other income and recharges | | | | |
| - General fund services | 168,000 | 223,900 | 223,900 | 217,700 |
| - Housing Revenue Account | 32,000 | 43,200 | 43,200 | 42,300 |
| Gross income | 200,000 | 267,100 | 293,900 | 260,000 |
| Net expenditure (income) | (398) | 0 | (27,200) | (5,200) |

Customer services

Service description

| | |
|---------------------------|--|
| Budget managers: | Corporate Head of Customer, Collection and Digital Services - L. Norman |
| Service function: | A management control account for the monitoring of Customer services administrative support costs, before being recharged to services. |
| Service basis: | Mixed (Statutory & Discretionary) |
| Legal status: | Local Government Act 1972 |
| Policy objectives: | To provide the effective management and administration of Customer services based services and activities |

Budget for the year ending 31 March 2027

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|------------------------------------|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| Expenditure | | | | |
| Employees | | | | |
| Direct employee expenses | 616,040 | 787,200 | 787,200 | 739,200 |
| Training and recruitment | 3,136 | 2,400 | 2,200 | 1,900 |
| Premises related expenditure | | | | |
| Rents, rates and insurance | 6,056 | 0 | 0 | 0 |
| Transport related expenditure | | | | |
| Travelling and subsistence | 14 | 600 | 600 | 400 |
| Supplies and services | | | | |
| Equipment, furniture and materials | - | 300 | 300 | 300 |
| General office expenses | 4 | 900 | 900 | 900 |
| Communications and computing | 41,582 | 53,100 | 48,300 | 48,300 |
| Services and expenses | 2,428 | 500 | 500 | 500 |
| Grants and subscriptions | 252,600 | 0 | 0 | 0 |
| Sub total | 921,860 | 845,000 | 840,000 | 791,500 |
| Support services | 234,600 | 261,200 | 261,200 | 259,900 |
| Depreciation and impairment losses | 3,121 | 300 | 300 | 300 |
| Gross expenditure | 1,159,581 | 1,106,500 | 1,101,500 | 1,051,700 |
| Income | | | | |
| Other Grants and Contributions | 351,328 | 148,500 | 148,500 | 125,100 |
| Other income and recharges | | | | |
| - General fund services | 534,800 | 685,700 | 685,700 | 685,700 |
| - Housing Revenue Account | 220,200 | 240,100 | 240,100 | 240,100 |
| Gross income | 1,106,328 | 1,074,300 | 1,074,300 | 1,050,900 |
| Net expenditure (income) | 53,253 | 32,200 | 27,200 | 800 |

Notes

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|--|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| Gross expenditure includes: | | | | |
| Customer services administration/support | 808,253 | 958,000 | 953,000 | 926,600 |
| Homes for Ukraine | 351,328 | 148,500 | 148,500 | 125,100 |
| | <u>1,159,581</u> | <u>1,106,500</u> | <u>1,101,500</u> | <u>1,051,700</u> |

Law and governance services

Service description

| | |
|--------------------------|---|
| Budget managers: | Corporate Head of Law and Governance - M. Leo
Legal Services Manager - L. Woodward
Democratic Services Manager - G. Lelliott |
| Service function: | A management control account for monitoring legal, democratic services, property and administration service costs.
Services are charged on the basis of various output measures. |
| Service basis: | Mixed (Statutory & Discretionary) |
| Legal status: | Local Government Act 1972 and 2000
Local Government Miscellaneous Provisions Act 1976 |
| Policy Objective: | To support the effective running of the Council and its services. |

Budget for the year ending 31 March 2027

| | <u>2024/25</u> | <u>2025/26</u> | <u>2025/26</u> | <u>2026/27</u> |
|--|------------------|------------------|------------------|------------------|
| | Actual | Estimate | Probable | Estimate |
| | £ | £ | £ | £ |
| Expenditure | | | | |
| Employees | | | | |
| Direct employee expenses | 1,041,620 | 1,112,300 | 1,489,600 | 1,509,400 |
| Training and recruitment | 3,233 | 12,750 | 9,600 | 10,400 |
| Transport related expenditure | | | | |
| Travelling and subsistence | 66 | 150 | 125 | 125 |
| Car allowances | 4,500 | 4,500 | 4,500 | 4,900 |
| Supplies and services | | | | |
| Equipment, furniture and materials | - | 25 | 0 | 0 |
| General office expenses | 42,151 | 57,100 | 54,000 | 56,200 |
| Communications and computing | 31,974 | 32,600 | 33,800 | 34,500 |
| Services and expenses | 55,837 | 168,700 | 168,700 | 168,700 |
| Sub total | 1,179,381 | 1,388,125 | 1,760,325 | 1,784,225 |
| Support services | 297,537 | 200,600 | 200,600 | 210,700 |
| Depreciation and impairment losses | 6,429 | 5,600 | 5,600 | 5,600 |
| Gross expenditure | 1,483,347 | 1,594,325 | 1,966,525 | 2,000,525 |
| Income | | | | |
| Other grants, reimbursements and contributions | 9,060 | 17,500 | 12,000 | 10,000 |
| Sales, fees and charges | 30,603 | 30,300 | 30,600 | 30,300 |
| Other income and recharges | | | | |
| - General fund services | 1,282,300 | 1,368,300 | 1,367,300 | 1,773,900 |
| - Housing Revenue Account | 92,400 | 112,900 | 112,900 | 147,600 |
| Gross income | 1,414,363 | 1,529,000 | 1,522,800 | 1,961,800 |
| Net expenditure (income) | 68,984 | 65,325 | 443,725 | 38,725 |

Geographical information service

Service description

Budget manager: LLPG & GIS Manager - Vacant

Service function:

- 1 A corporate system to enable the identification of all property related data within the Borough through a unique property referencing system.
- 2 The capture of planning data for the land charges service.
- 3 The corporate provision of digital and paper maps and mapping of Council and other data for Council staff and the general public through internet services.
- 4 The maintenance and improvement of the corporate address gazetteer which feeds into the national address infrastructure.
- 5 The analysis of spatial data to guide policy decisions.

Service basis: Mixed (Statutory & Discretionary)

Legal status: The Infrastructure for Spatial Information in Europe Directive 2007/2/EC (INSPIRE)
Local Land Charges Act 1975
Implementing electronic government strategy
Planning policy statement 12 : Local development frameworks

Policy objectives: To meet statutory obligations in a cost effective manner and within agreed deadlines.

Budget for the year ending 31 March 2027

| | <u>2024/25</u> | <u>2025/26</u> | <u>2025/26</u> | <u>2026/27</u> |
|--|----------------|----------------|----------------|----------------|
| | Actual | Estimate | Probable | Estimate |
| | £ | £ | £ | £ |
| Expenditure | | | | |
| Employees | | | | |
| Direct employee expenses | 109,900 | 154,800 | 154,800 | 155,400 |
| Training and recruitment | 5,929 | 1,000 | 900 | 700 |
| Supplies and services | | | | |
| General office expenses | - | 300 | 300 | 300 |
| Communications and computing | 10,513 | 18,000 | 25,900 | 16,200 |
| Services and expenses - fees and consultancy | - | 200 | 200 | 200 |
| Sub total | 126,342 | 174,300 | 182,100 | 172,800 |
| Support services | 57,047 | 65,500 | 65,500 | 67,500 |
| Gross expenditure | 183,389 | 239,800 | 247,600 | 240,300 |
| Income | | | | |
| Other Government grants - costs recovered | 28,140 | 37,200 | 37,200 | 37,200 |
| Sales, fees and Charges | 739 | 900 | 700 | 700 |
| Other income and recharges | | | | |
| - General fund services | 115,999 | 185,900 | 185,900 | 194,700 |
| - Housing Revenue Account | 1,700 | 2,600 | 2,600 | 2,600 |
| Gross income | 146,578 | 226,600 | 226,400 | 235,200 |
| Net expenditure (income) | 36,811 | 13,200 | 21,200 | 5,100 |

Runnymede direct services

Service description

| | |
|---------------------------|---|
| Budget managers: | Head of Operations - M. Scott |
| Service function: | A management control account for the small residual group established from the former Highways DSO. |
| Service basis: | Discretionary |
| Legal status: | Various enactment's allowing discretionary enhancement of the Borough's capabilities. |
| Policy objectives: | To give a limited emergency planning capability and assist with other tasks. |

Budget for the year ending 31 March 2027

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|------------------------------------|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| Expenditure | | | | |
| Employees | | | | |
| Direct employee expenses | 74,473 | 87,700 | 87,000 | 60,300 |
| Training and recruitment | 510 | 800 | 700 | 600 |
| Premises related expenditure | | | | |
| Depot accommodation | 21,800 | 21,800 | 21,800 | 22,400 |
| Grounds maintenance | (157) | 2,500 | 0 | 0 |
| Transport related expenditure | | | | |
| Transport recharges | 35,197 | 37,200 | 31,200 | 26,600 |
| Car allowances | 100 | 100 | 100 | 0 |
| Supplies and services | | | | |
| Equipment, furniture and materials | 2,410 | 4,000 | 4,000 | 4,000 |
| Clothes, uniform and laundry | 750 | 1,000 | 1,000 | 1,000 |
| Communications and computing | 510 | 400 | 400 | 400 |
| Public liability insurance | 963 | 1,000 | 1,300 | 1,300 |
| Sub total | 136,556 | 156,500 | 147,500 | 116,600 |
| Support services | 14,200 | 15,300 | 15,300 | 12,800 |
| Depreciation and impairment losses | | 500 | 500 | 500 |
| Gross expenditure | 150,756 | 172,300 | 163,300 | 129,900 |
| Income | | | | |
| Other Grants and Contributions | 378 | 0 | 0 | 0 |
| Other income and recharges | | | | |
| - General fund services | 131,500 | 148,900 | 146,900 | 109,900 |
| - Housing Revenue Account | 19,400 | 22,500 | 22,500 | 17,300 |
| Gross income | 151,278 | 171,400 | 169,400 | 127,200 |
| Net expenditure (income) | (522) | 900 | (6,100) | 2,700 |

Transport Overheads

Service description

Budget manager: Head of Operations - M. Scott

Service basis: Statutory

Service function: Management and supervision of maintenance of works vehicles.

Budget for the year ending 31 March 2027

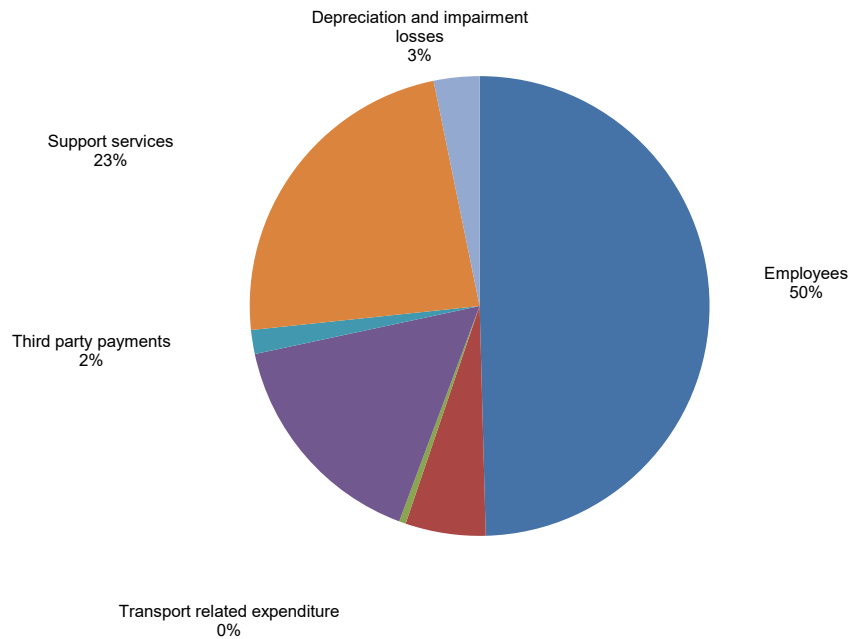
| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|--|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| Expenditure | | | | |
| Employees | | | | |
| Direct employee expenses | 79,500 | 97,400 | 97,400 | 102,300 |
| Training and recruitment | 2,300 | 2,500 | 2,200 | 1,900 |
| Premises related expenditure | | | | |
| Depot recharge | 34,700 | 34,700 | 34,700 | 35,700 |
| Transport related expenditure | | | | |
| Garaging recharge | 75,700 | 75,700 | 75,700 | 77,900 |
| Car allowances | 500 | 400 | 400 | |
| Direct Transport Costs | 401 | 0 | 500 | 500 |
| Supplies and services | | | | |
| General office expenses | 1,000 | 1,900 | 900 | 900 |
| Communications and computing | 320 | 200 | 200 | 200 |
| Sub total | 194,421 | 212,800 | 212,000 | 219,400 |
| Support services | 25,200 | 29,600 | 29,500 | 31,500 |
| Gross expenditure | 219,621 | 242,400 | 241,500 | 250,900 |
| Income | | | | |
| Other income and recharges - recharged to vehicles | 222,321 | 227,800 | 227,800 | 246,700 |
| Gross income | 222,321 | 227,800 | 227,800 | 246,700 |
| Net expenditure (income) | (2,700) | 14,600 | 13,700 | 4,200 |

Corporate Management Committee

Subjective analysis

| | <u>2024/25</u>
<u>Actual</u>
£ | <u>2025/26</u>
<u>Estimate</u>
£ | <u>2025/26</u>
<u>Probable</u>
£ | <u>2026/27</u>
<u>Estimate</u>
£ |
|--|--------------------------------------|--|--|--|
| Expenditure | | | | |
| Employees | 8,970,352 | 9,310,200 | 8,856,400 | 9,780,500 |
| Premises related expenditure | 2,058,997 | 1,143,900 | 1,207,045 | 1,112,700 |
| Transport related expenditure | (63,419) | (62,500) | (70,325) | (93,425) |
| Supplies and services | 3,216,375 | 2,618,925 | 3,925,505 | 3,147,990 |
| Third party payments | 290,759 | 309,200 | 322,805 | 332,800 |
| Support services | 3,824,123 | 4,267,500 | 4,275,700 | 4,627,000 |
| Depreciation and impairment losses | 595,100 | 633,900 | 633,900 | 633,900 |
| Gross expenditure | 18,892,288 | 18,221,125 | 19,151,030 | 19,541,465 |
| Income | | | | |
| Government grants | 127,254 | 149,400 | 330,600 | 137,100 |
| Costs and penalties recovered - includes other grants & contribu | 3,255,527 | 671,000 | 712,600 | 599,900 |
| Other fees and charges | 251,589 | 44,200 | 36,100 | 35,500 |
| Rents and leases | 627,595 | 910,382 | 863,256 | 854,909 |
| Land charges search fees | 210,766 | 265,000 | 270,000 | 277,700 |
| Recharges to other services | 8,542,994 | 9,603,800 | 9,450,700 | 10,219,500 |
| Gross income | 13,015,724 | 11,643,782 | 11,663,256 | 12,124,609 |
| Net expenditure | 5,876,564 | 6,577,343 | 7,487,774 | 7,416,856 |

Expenditure Analysis 2026/2027



Investment Property Portfolio

Budget for the year ending 31 March 2027

| | |
|---------------------------|--|
| Budget manager: | Corporate Head of Assets & Regeneration - A. Williams |
| Service function: | Estates Management of investment sites including management of service charges
Property Management of investment buildings and tenant relations
Asset Management of the investment assets and the portfolio as a whole
The monitoring and reporting on performance of the portfolio and individual assets |
| Service basis: | Discretionary |
| Legal status: | Localism Act 2011, Town and Country Planning Act 1959,1971 and 1990.
Local Government Planning and Land Act 1980. Local Government 1972 & 2003.
Landlord and tenant Act 1954. Law of Property act 1925. Housing Act 2004.
Health & Safety at Work Act 1974. Leasehold Reform Act 1967.
Data Protection Act 2018. |
| Policy objectives: | To protect and optimise the value of investments assets
To seek commercially advantageous terms in all agreements and variations
To re-purpose assets, regear leases, refurbish assets
To encourage economic activity in the Borough.
To challenge the continued holding of assets |

Budget for the year ending 31 March 2027

| | <u>2024/25</u> | <u>2025/26</u> | <u>2025/26</u> | <u>2026/27</u> |
|---------------------------------------|---------------------|---------------------|---------------------|---------------------|
| | Actual | Estimate | Probable | Estimate |
| | £ | £ | £ | £ |
| Expenditure | | | | |
| Premises related expenditure | | | | |
| Building maintenance | 133,673 | 163,300 | 162,600 | 162,600 |
| Energy costs | 124,547 | 30,100 | 29,900 | 29,900 |
| Water services | 1,565 | 8,000 | 8,200 | 8,200 |
| Rent, rates and insurance | 1,676,051 | 1,391,900 | 1,391,900 | 1,391,900 |
| Cleaning and domestic supplies | 5,754 | 0 | 0 | 0 |
| Grounds maintenance | 0 | 11,000 | 9,500 | 9,500 |
| Service charge expenditure | 561,206 | 742,600 | 742,600 | 742,600 |
| Supplies and services | | | | |
| Equipment, furniture and materials | 0 | 0 | 0 | 0 |
| General office expenses | 0 | 16,000 | 16,000 | 16,000 |
| Communications and computing | 0 | 0 | 0 | 0 |
| Services and expenses | 687,700 | 443,100 | 460,100 | 460,100 |
| Miscellaneous expenses | 0 | 0 | | |
| Sub-total | 3,190,495 | 2,806,000 | 2,820,800 | 2,820,800 |
| Support services | 0 | 9,300 | 9,300 | 9,300 |
| Depreciation and impairment losses | 39,806 | 59,300 | 0 | 0 |
| Gross expenditure | 3,230,301 | 2,874,600 | 2,830,100 | 2,830,100 |
| Income | | | | |
| Rents and leases | 28,947,084 | 28,657,910 | 28,659,687 | 28,832,465 |
| Rents and leases - Bad debt provision | 0 | (1,432,894) | (859,791) | (864,974) |
| Costs recovered - Service charges | 9,699 | 742,600 | 742,560 | 742,600 |
| Interest income - commercial | 54,000 | 0 | 0 | 0 |
| Costs recovered - Other | 216,804 | 53,600 | 53,600 | 53,600 |
| Gross income | 29,227,587 | 28,021,216 | 28,596,056 | 28,763,691 |
| Net expenditure (income) | (25,997,285) | (25,146,616) | (25,765,956) | (25,933,591) |

Housing Revenue Account

Budget for the year ending 31 March 2027

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|--|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| <u>Expenditure</u> | | | | |
| General management | 5,013,323 | 3,336,102 | 4,102,400 | 3,879,200 |
| Special services management | 907,145 | 1,234,300 | 1,343,100 | 1,343,600 |
| Supporting people for Council tenants | 129,083 | 176,600 | 166,600 | 173,900 |
| Mobile home site (Net) | (211,713) | (165,000) | (182,300) | (211,500) |
| Housing repairs | 11,885,428 | 19,122,155 | 19,143,300 | 22,227,300 |
| Less funded from major repairs reserve | (7,589,080) | (13,293,800) | (12,993,800) | (15,232,800) |
| Sale of Council houses administration | 0 | 0 | 0 | 0 |
| Other HRA Expenditure | 724,902 | 551,300 | 558,600 | 596,600 |
| Debt charges | 3,379,000 | 3,379,000 | 3,379,000 | 3,379,000 |
| Depreciation charges | 2,549,163 | 2,402,300 | 2,402,300 | 2,402,300 |
| Additional Revenue contribution to Major Repairs reserve | 4,424,161 | 10,891,500 | 10,591,128 | 12,830,500 |
| Additional Growth requests to be agreed | 0 | 0 | 0 | 0 |
| Total expenditure | 21,211,412 | 27,634,457 | 28,510,328 | 31,388,100 |
| <u>Income</u> | | | | |
| Rent from dwellings | 20,074,757 | 20,608,100 | 20,608,100 | 21,594,200 |
| Non-dwelling rents and income | 121,703 | 184,300 | 184,500 | 192,400 |
| Interest on balances | 1,952,246 | 1,088,000 | 1,300,000 | 645,000 |
| Total income | 22,148,706 | 21,880,400 | 22,092,600 | 22,431,600 |
| Surplus (deficit) in the year | 937,294 | (5,754,057) | (6,417,728) | (8,956,500) |
| | | | 8,820,400 | 11,358,800 |

HRA Reserves

Housing revenue account working balance

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|--|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| Balance brought forward | 39,456,021 | 36,383,251 | 36,383,251 | 29,140,248 |
| Add surplus (less deficit) in the year | 937,294 | (5,754,057) | (6,417,728) | (8,956,500) |
| Prior Period adjustment | 0 | 0 | | |
| Transfer (to)/from Planned Underspends reser | (105,000) | 0 | 0 | 0 |
| Capital expenditure | | | | |
| - new purchases (incl LA Housing Fund) | (195,471) | (400,200) | (725,275) | (324,000) |
| - new build programme | (350,774) | (4,680,000) | (50,000) | 0 |
| - play area replacement | (129,384) | 0 | 0 | 0 |
| - IT Schemes | (45,350) | (50,000) | (50,000) | (50,000) |
| Balance carried forward | 39,567,336 | 25,498,994 | 29,140,248 | 19,809,748 |

Major Repairs Reserve (MRR)

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|---|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| Balance brought forward | 0 | 372 | 372 | 0 |
| Contributions to reserve: | | | | |
| Depreciation | 2,549,163 | 2,402,300 | 2,402,300 | 2,402,300 |
| HRA working balance | 4,424,161 | 10,891,500 | 10,591,128 | 12,830,500 |
| Capital expenditure funded from reserve | (6,973,324) | (13,293,800) | (12,993,800) | (15,232,800) |
| Balance at year end | 0 | 372 | 0 | 0 |

Total HRA Reserves

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|---|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| Housing revenue account working balance | 39,567,336 | 25,498,994 | 29,140,248 | 19,809,748 |
| Major Repairs Reserve balance | 0 | 372 | 0 | 0 |
| Planned Underspend earmarked reserve | 155,000 | 0 | 0 | 0 |
| Total balances | 39,722,336 | 25,499,366 | 29,140,248 | 19,809,748 |

General management

Service description

| | |
|---------------------------|---|
| Budget manager: | Head of Housing Services & Business Planning - Ms M Ward |
| Service function: | General management of the Council's housing stock including
- Policy and management
- Tenancy applications and selection of tenants
- Rent collection and accounting |
| Service basis: | Mixed (Statutory & Discretionary) |
| Legal status: | Sections 20 - 27 of the Housing Act 1985. |
| Policy objectives: | Set out in the HRA business plan and the strategic plan. |

Budget for the year ending 31 March 2027

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|---|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| <u>Expenditure</u> | | | | |
| <u>Employees</u> | | | | |
| Salaries | 1,047,338 | 1,226,700 | 1,321,500 | 1,661,600 |
| Training and recruitment | 30,736 | 40,000 | 37,000 | 35,000 |
| <u>Premises related expenses</u> | | | | |
| Council tax - empty dwellings | 100,577 | 18,100 | 121,600 | 121,600 |
| <u>Transport related expenditure</u> | | | | |
| Travelling and subsistence | 6,543 | 6,900 | 6,700 | 5,700 |
| <u>Supplies and services</u> | | | | |
| General office expenses | 67,286 | 57,900 | 77,900 | 77,900 |
| Communications and computing | 61,619 | 96,700 | 113,600 | 77,700 |
| Payment of rent - collection fees | 3,016 | 4,400 | 3,400 | 3,400 |
| Legal and other expenses | 236,946 | 192,000 | 196,600 | 146,600 |
| Insurance | 312,385 | 334,502 | 334,500 | 334,500 |
| Removal and disturbance expenses | 25,409 | 75,000 | 60,000 | 60,000 |
| Discretionary Housing Payment top-up | 46,081 | 50,000 | 50,000 | 50,000 |
| HRA Rent Refund & compensation | 200,000 | 0 | 121,000 | 0 |
| <u>New Housing projects</u> | | | | |
| Local Authority Housing Fund purchases | 10,240 | 0 | 1,800 | 1,800 |
| Pre-development expenditure | 2,199,555 | 554,800 | 1,276,000 | 580,000 |
| Sub total | 4,347,731 | 2,657,002 | 3,721,600 | 3,155,800 |
| <u>Support services</u> | 629,190 | 683,300 | 683,300 | 725,900 |
| <u>Depreciation & Impairment Losses</u> | 60,628 | 52,600 | 52,600 | 52,600 |
| Gross expenditure | 5,037,549 | 3,392,902 | 4,457,500 | 3,934,300 |
| <u>Income</u> | | | | |
| Grants & contributions | (500) | 3,800 | 300,000 | 0 |
| Legal expenses recovered | 168 | 2,000 | 2,000 | 2,000 |
| Other Costs Recovered | 0 | 1,000 | 3,100 | 3,100 |
| Insurance premiums recharged | 17,958 | 12,000 | 12,000 | 12,000 |
| Recharge to General Fund | 6,600 | 38,000 | 38,000 | 38,000 |
| Gross income | 24,226 | 56,800 | 355,100 | 55,100 |
| Net expenditure | 5,013,323 | 3,336,102 | 4,102,400 | 3,879,200 |

Special services management

Service description

| | |
|-------------------------|--|
| Budget managers: | Head of Housing Technical Services - Mr S. Allen
Head of Tenancy Services - Mr D Lloyd |
| Service function | Services to HRA tenants including the running costs and management of, plant (e.g. lifts) lighting of staircases and courtyards; caretaking; cleaning and ground maintenance; sheltered accommodation managers; and other services (mainly shared) to HRA tenants. |
| Service basis: | Mixed (Statutory & Discretionary) |
| Legal status: | Sections 20 - 27 of the Housing Act 1985.
Housing Act 1985 s27BA (consultation with tenants with respect to management) |

Budget for the year ending 31 March 2027

| | <u>2024/25</u> | <u>2025/26</u> | <u>2025/26</u> | <u>2026/27</u> |
|--|------------------|------------------|------------------|------------------|
| | Actual | Estimate | Probable | Estimate |
| | £ | £ | £ | £ |
| <u>Expenditure</u> | | | | |
| <u>Employees</u> | | | | |
| Salaries | 283,049 | 384,300 | 343,200 | 380,600 |
| Training and recruitment | 0 | 0 | 3,000 | 3,000 |
| <u>Premises related expenses</u> | | | | |
| Building maintenance (tenants initiatives) | 109,803 | 200,700 | 355,500 | 200,400 |
| Energy and utility costs | 222,844 | 262,900 | 262,900 | 262,900 |
| Rent, rates and insurance | 9,920 | 12,100 | 12,100 | 12,100 |
| Cleaning and domestic supplies | 14,671 | 17,000 | 15,900 | 16,300 |
| Grounds maintenance | 155,378 | 163,500 | 163,500 | 241,700 |
| Furniture & Equipment | 16,540 | 2,800 | 2,800 | 2,800 |
| <u>Transport related expenditure</u> | | | | |
| Use of vehicles | 10,214 | 2,900 | 600 | 9,100 |
| Car allowances | 2,000 | 1,600 | 1,600 | 1,400 |
| <u>Supplies and services</u> | | | | |
| General expenses - TV Licences | 3,282 | 1,600 | 1,600 | 1,600 |
| General expenses (tenants participation) | 17,329 | 29,800 | 26,800 | 26,800 |
| Communications and computing | 21,314 | 14,000 | 14,000 | 10,500 |
| Community First Initiative | 1,790 | 15,000 | 15,000 | 15,000 |
| Sub total | 868,134 | 1,108,200 | 1,218,500 | 1,184,200 |
| <u>Support services</u> | 156,302 | 161,600 | 161,600 | 180,400 |
| <u>Depreciation & Impairment Losses</u> | 0 | 1,400 | 1,400 | 1,400 |
| Gross expenditure | 1,024,436 | 1,271,200 | 1,381,500 | 1,366,000 |
| <u>Income</u> | | | | |
| Grants & Contributions | 96,646 | 17,800 | 18,000 | 2,000 |
| Sales, fees and charges | 20,092 | 18,600 | 19,900 | 19,900 |
| Rents and leases | 553 | 500 | 500 | 500 |
| Gross income | 117,291 | 36,900 | 38,400 | 22,400 |
| Net expenditure | 907,145 | 1,234,300 | 1,343,100 | 1,343,600 |

Supporting people (for Council tenants)

Service description

| | |
|--------------------------|--|
| Budget manager: | Head of Tenancy Services - Mr D Lloyd |
| Service function: | To provide support for housing tenants, primarily in our sheltered stock and those using the community alarm scheme. |
| Service basis: | Mixed (Statutory & Discretionary) |
| Legal status: | Housing Act 1985 s11A (provision of welfare services)
Section 128 of the Leasehold Reform, Housing and Urban Development Act 1993.
Section 2 of the Local Government Act 2000. |
| Policy objective: | To provide support for vulnerable clients and collect appropriate Support charges. |

Budget for the year ending 31 March 2027

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|--------------------------------------|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| <u>Expenditure</u> | | | | |
| <u>Employees</u> | | | | |
| Salaries | 169,700 | 180,700 | 180,700 | 188,400 |
| <u>Transport related expenditure</u> | | | | |
| Staff travelling and subsistence | 1,207 | 1,100 | 1,100 | 1,100 |
| <u>Supplies and services</u> | | | | |
| Furnishing - renewals | 8,727 | 18,000 | 18,000 | 18,000 |
| Community alarm system recharge | 120,500 | 120,500 | 120,500 | 120,500 |
| Sub total | 300,134 | 320,300 | 320,300 | 328,000 |
| <u>Support services</u> | | | | |
| | 24,700 | 26,800 | 26,800 | 26,400 |
| Gross expenditure | 324,834 | 347,100 | 347,100 | 354,400 |
| <u>Income</u> | | | | |
| Sheltered dwellings tenants charges | 195,751 | 170,500 | 180,500 | 180,500 |
| Gross income | 195,751 | 170,500 | 180,500 | 180,500 |
| Net expenditure | 129,083 | 176,600 | 166,600 | 173,900 |

Mobile home site

Service description

| | |
|-------------------------|--|
| Budget manager: | Head of Tenancy Services - Mr D Lloyd |
| Service function | Supervision, management and maintenance of the Councils mobile home site at Heathervale, providing both private pitches and accommodation for homeless families. |
| Service basis: | Mixed (Statutory & Discretionary) |
| Legal status | Section 24 of the Caravan Sites and Control of Development Act 1960 |

Budget for the year ending 31 March 2027

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|--------------------------------------|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| <u>Expenditure</u> | | | | |
| <u>Employees</u> | | | | |
| Salaries | 10,400 | 20,100 | 16,300 | 9,400 |
| Wages | 0 | 700 | 0 | 0 |
| <u>Premises related expenses</u> | | | | |
| Maintenance of vans and site | 786 | 3,100 | 3,100 | 3,100 |
| Fuel, light, cleaning and water | 20,581 | 32,700 | 32,700 | 35,200 |
| Rates, insurance and telephone | 2,454 | 1,600 | 1,500 | 1,500 |
| Ground maintenance | 2,600 | 2,900 | 2,800 | 2,700 |
| <u>Transport related expenditure</u> | | | | |
| Car Allowances | 0 | 0 | 100 | 100 |
| Sub total | 36,821 | 61,100 | 56,500 | 52,000 |
| <u>Support services</u> | | | | |
| | 14,800 | 16,300 | 15,600 | 14,500 |
| Gross expenditure | 51,621 | 77,400 | 72,100 | 66,500 |
| <u>Income</u> | | | | |
| <u>Fees and charges</u> | | | | |
| Sale of mobile homes (commission) | 23,100 | 30,000 | 30,000 | 35,000 |
| Site rents (net of voids) | 154,601 | 138,000 | 150,000 | 150,000 |
| Rent of mobile homes (net) | 58,680 | 51,700 | 51,700 | 60,000 |
| Water charges | 26,503 | 22,200 | 22,200 | 32,500 |
| Miscellaneous | 450 | 500 | 500 | 500 |
| Gross income | 263,334 | 242,400 | 254,400 | 278,000 |
| Net expenditure | (211,713) | (165,000) | (182,300) | (211,500) |

Housing repairs - maintenance

Service description

| | |
|---------------------------|---|
| Budget manager: | Head of Housing Technical Services - Mr S. Allen |
| Service function: | To maintain and enhance the condition of the Council's Housing stock. |
| Service basis: | Mixed (Statutory & Discretionary) |
| Legal status: | Section 11 of the Landlord and Tenants Act 1985 |
| Policy objectives: | To provide a customer focussed repairs service which maintains and improves the condition of our stock. |

Budget for the year ending 31 March 2027

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|---|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| <u>Planned maintenance</u> | | | | |
| Cyclic works - communal decorations | 0 | 27,000 | 27,000 | 27,000 |
| Cyclic works - External decorations | 0 | 0 | 300,000 | 300,000 |
| Cyclic works - OAP decorations | 0 | 0 | 0 | 20,000 |
| Annual maintenance and inspection (net) | 643,802 | 722,900 | 722,900 | 1,063,800 |
| Rolling repairs programme | 0 | 8,000 | 8,000 | 8,000 |
| Total planned maintenance | 643,802 | 757,900 | 1,057,900 | 1,418,800 |
| <u>Demand maintenance</u> | | | | |
| Houses, flats and communal areas | 864,723 | 722,900 | 722,900 | 719,700 |
| Awaab's Law - Mould & Condensation | 0 | 0 | 0 | 200,000 |
| Temporary Accommodation units | 31,837 | 29,900 | 33,800 | 32,900 |
| Sheltered housing | 69,346 | 62,000 | 62,000 | 62,000 |
| Total demand maintenance | 965,906 | 814,800 | 818,700 | 1,014,600 |
| <u>Major improvement schemes</u> | | | | |
| <u>Revenue funded:</u> | | | | |
| Surrey Towers Fire doors | 288,109 | 737,755 | 737,800 | 1,400,000 |
| Wall Finishes | 0 | 900,000 | 900,000 | 400,000 |
| Planned Wiring | 181,818 | 240,000 | 240,000 | 240,000 |
| <u>Capital funded:</u> | | | | |
| Central heating | 1,463,574 | 1,695,000 | 1,695,000 | 1,695,000 |
| Kitchen and bathroom upgrades | 2,229,175 | 1,700,000 | 1,700,000 | 700,000 |
| Roof replacement works | 164,201 | 3,015,000 | 3,015,000 | 2,500,000 |
| Major Works - Special | 1,324,429 | 4,936,000 | 4,636,000 | 7,040,000 |
| Surrey Towers FRA works | 0 | 0 | 0 | 400,000 |
| Warm Homes (Social Housing Decarbonis | 1,256,645 | 897,800 | 897,800 | 897,800 |
| Window & Door replacements | 1,151,056 | 1,050,000 | 1,050,000 | 2,000,000 |
| Total major improvement schemes | 8,059,007 | 15,171,555 | 14,871,600 | 17,272,800 |
| <u>Other maintenance</u> | | | | |
| Void repairs and decoration allowances | 519,893 | 751,500 | 731,500 | 753,400 |
| Disabled conversions (net) | 353,369 | 200,000 | 200,000 | 200,000 |
| Total other maintenance | 873,262 | 951,500 | 931,500 | 953,400 |
| Gross Expenditure | 10,541,977 | 17,695,755 | 17,679,700 | 20,659,600 |
| Total maintenance budget | 10,541,977 | 17,695,755 | 17,679,700 | 20,659,600 |

See next page for supervision costs

Housing repairs - supervision

Service description

| | |
|---------------------------|---|
| Budget manager: | Head of Housing Technical Services - Mr S. Allen |
| Service function: | The cost of supervising the maintenance of the Council's Housing Stock |
| Service basis: | Mixed (Statutory & Discretionary) |
| Legal status: | Section 11 of the Landlord and Tenants Act 1985 |
| Policy objectives: | To improve maintenance of the housing stock.
To maintain high levels of tenant satisfaction.
To achieve and maintain the decent homes standard. |

Budget for the year ending 31 March 2027

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|--|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| <u>Expenditure</u> | | | | |
| Salaries | 844,300 | 949,900 | 949,900 | 1,047,500 |
| Training costs | 9,475 | 2,000 | 2,000 | 2,000 |
| Car allowances | 7,734 | 7,700 | 7,700 | 10,000 |
| Supplies and services | 65,730 | 46,800 | 44,000 | 44,000 |
| Audit of grant claims | 0 | 0 | 20,000 | 10,500 |
| Compensation claims | 0 | 5,000 | 25,000 | 25,000 |
| Rent, Rates & Insurance | 42,142 | 6,300 | 6,300 | 6,300 |
| Sub total | 969,381 | 1,017,700 | 1,054,900 | 1,145,300 |
| Support services | 374,070 | 412,700 | 412,700 | 426,400 |
| <u>Income</u> | | | | |
| Recharges | 0 | (4,000) | (4,000) | (4,000) |
| Total net supervision costs | 1,343,451 | 1,426,400 | 1,463,600 | 1,567,700 |
| Total maintenance costs (previous page) | 10,541,977 | 17,695,755 | 17,679,700 | 20,659,600 |
| Gross housing repairs expenditure | 11,885,428 | 19,122,155 | 19,143,300 | 22,227,300 |

Improvement works counting as capital expenditure

(For information only)

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|---|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| Special major works | 1,324,429 | 4,936,000 | 4,636,000 | 7,040,000 |
| Central heating programme | 1,463,574 | 1,695,000 | 1,695,000 | 1,695,000 |
| Kitchen and bathroom upgrade works | 2,229,175 | 1,700,000 | 1,700,000 | 700,000 |
| Roof replacement works | 164,201 | 3,015,000 | 3,015,000 | 2,500,000 |
| Surrey Towers FRA works | 0 | 0 | 0 | 400,000 |
| Window & Door replacements | 1,151,056 | 1,050,000 | 1,050,000 | 2,000,000 |
| Warm Homes (SHDF) | 1,256,645 | 897,800 | 897,800 | 897,800 |
| Less grant funding | (615,756) | | | |
| Total capital repairs to be met from Major Repairs Reserve | 6,973,324 | 13,293,800 | 12,993,800 | 15,232,800 |

Sale of Council houses

Service description

| | |
|---------------------------|--|
| Budget managers: | Housing Services Manager - Mr D Lloyd |
| Service function | To administer the Right to Buy scheme. |
| Service basis: | Mixed (Statutory & Discretionary) |
| Legal status | Part V of the Housing Act 1985, as amended by Part II of the Leasehold Reform, Housing and Urban Development Act 1993. |
| Policy objectives: | Process Right To Buy applications quickly and efficiently. |

Budget for the year ending 31 March 2027

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|--------------------------------------|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| <u>Expenditure</u> | | | | |
| <u>Employees</u> | | | | |
| Salaries | 10,900 | 11,600 | 11,600 | 12,300 |
| <u>Transport related expenditure</u> | | | | |
| Car allowances | 100 | 100 | 100 | 100 |
| <u>Supplies and services</u> | | | | |
| Valuation and other fees | 26,517 | 12,200 | 12,200 | 12,200 |
| Sub total | 37,517 | 23,900 | 23,900 | 24,600 |
| <u>Support services</u> | | | | |
| | 30,000 | 37,200 | 37,200 | 47,200 |
| Gross expenditure | 67,517 | 61,100 | 61,100 | 71,800 |
| <u>Income</u> | | | | |
| Charged to capital receipts | 67,517 | 61,100 | 61,100 | 71,800 |
| Gross income | 67,517 | 61,100 | 61,100 | 71,800 |
| Net expenditure | 0 | 0 | 0 | 0 |

Other HRA expenditure

Service description

Budget managers: Head of Housing Services & Business Planning - Ms M Ward
Senior Accountant (Technical & Commercial) - Ms E Lyons

Service function Miscellaneous accounting entries and corporate recharges

Service basis: Mixed (Statutory & Discretionary)

Budget for the year ending 31 March 2027

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|--|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| <u>Expenditure</u> | | | | |
| <u>Employees</u> | | | | |
| HRA pension backfunding | 98,900 | 71,000 | 71,000 | 43,000 |
| <u>Central costs</u> | | | | |
| Civic Centre Notional charge | 43,000 | 43,000 | 43,000 | 43,000 |
| Contribution to corporate expenses | 358,400 | 347,300 | 354,600 | 420,600 |
| <u>Financing charges</u> | | | | |
| Provision for uncollectable rents | 224,602 | 90,000 | 90,000 | 90,000 |
| Gross expenditure | 724,902 | 551,300 | 558,600 | 596,600 |
|
<u>Debt charges</u> | | | | |
| Interest on borrowings | 3,379,000 | 3,379,000 | 3,379,000 | 3,379,000 |
| Gross expenditure | 3,379,000 | 3,379,000 | 3,379,000 | 3,379,000 |
|
<u>Depreciation transferred to major repairs reserve</u> | | | | |
| Depreciation | 2,549,163 | 2,402,300 | 2,402,300 | 2,402,300 |
| Gross expenditure | 2,549,163 | 2,402,300 | 2,402,300 | 2,402,300 |

Dwelling rents and service charges income

Service description

| | |
|--------------------------|---|
| Budget manager: | Head of Housing Services & Business Planning - Ms M Ward |
| Service function | The collection of rent and heating charges on dwellings due on Council properties let to residents. |
| Service basis: | Mixed (Statutory & Discretionary) |
| Legal status | The primary legislation relating to housing management and the collection of rents are included in sections 20 - 27 of the Housing Act 1985. |
| Policy objective: | To maximise rental collection thereby minimising the level of arrears.
Implement rent increases in line with the DCLG's rent restructuring guidelines.
Manage voids to minimise vacancies and loss of Income. |

Budget for the year ending 31 March 2027

Rents from dwellings

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|--|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| Income | | | | |
| <u>Rent debit</u> | | | | |
| General stock dwellings | 19,959,977 | 20,484,100 | 20,484,100 | 21,467,400 |
| Tenants service charges | 230,838 | 231,700 | 231,700 | 242,800 |
| Rents of shared ownership properties | 232,897 | 252,800 | 252,800 | 264,900 |
| Heating charges | 49,395 | 64,600 | 64,600 | 64,600 |
| Gross rent for dwellings | 20,473,107 | 21,033,200 | 21,033,200 | 22,039,700 |
| <u>Less voids (rent loss on empty dwellings)</u> | | | | |
| General stock dwellings | 398,350 | 418,900 | 418,900 | 439,100 |
| Tenant service charges | 0 | 4,700 | 4,700 | 4,900 |
| Heating charges | 0 | 1,500 | 1,500 | 1,500 |
| Total voids on dwellings | 398,350 | 425,100 | 425,100 | 445,500 |
| Net rent for dwellings | 20,074,757 | 20,608,100 | 20,608,100 | 21,594,200 |

Non-dwelling rents and income

Service description

| | |
|-------------------------|--|
| Budget managers: | Head of Housing Services & Business Planning - Ms M Ward
Senior Accountant (Technical & Commercial) - Ms E Lyons |
| Service function | The collection of other HRA. rents and income |
| Service basis: | Mixed (Statutory & Discretionary) |
| Legal status | The primary legislation relating to the collection of HRA income are contained in The Housing Act 1985, and the Local Government and Housing Act 1989. |

Budget for the year ending 31 March 2027

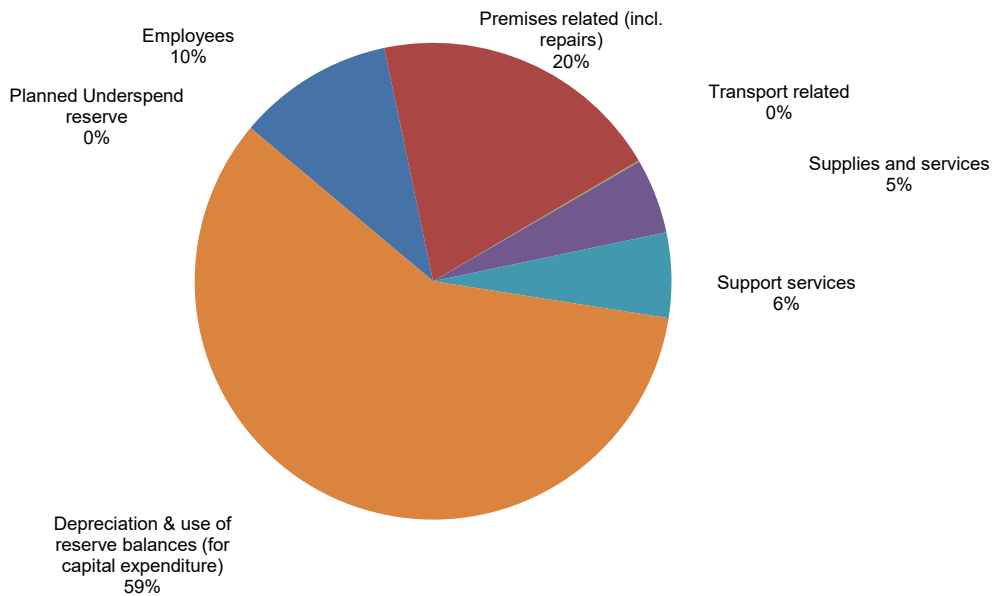
| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|--|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| <u>Non-dwelling rents and income</u> | | | | |
| Rents of other properties | 4,001 | 3,400 | 3,400 | 3,400 |
| Leasehold service charges | 90,853 | 133,800 | 133,800 | 140,200 |
| Mead Court service charges | 11,687 | 31,600 | 31,600 | 33,100 |
| Miscellaneous receipts (e.g. small land sal | 15,162 | 15,500 | 15,700 | 15,700 |
| Sub total - other rents and income | 121,703 | 184,300 | 184,500 | 192,400 |
| <u>Investment and mortgage income</u> | | | | |
| Interest on balances | 1,952,246 | 1,088,000 | 1,300,000 | 645,000 |
| Sub total - interest | 1,952,246 | 1,088,000 | 1,300,000 | 645,000 |
| Total non-dwelling rents and income | 2,073,949 | 1,272,300 | 1,484,500 | 837,400 |

Housing revenue account

Subjective analysis

| | <u>2024/25</u>
Actual
£ | <u>2025/26</u>
Estimate
£ | <u>2025/26</u>
Probable
£ | <u>2026/27</u>
Estimate
£ |
|--|-------------------------------|---------------------------------|---------------------------------|---------------------------------|
| <u>Expenditure</u> | | | | |
| Employees | 2,504,798 | 2,887,000 | 2,936,200 | 3,382,800 |
| Premises related (incl. repairs) | 3,634,653 | 5,122,855 | 5,663,800 | 6,330,600 |
| Transport related | 27,798 | 20,300 | 17,900 | 27,500 |
| Supplies and services | 3,444,266 | 1,631,002 | 2,534,700 | 1,618,800 |
| Support services | 1,587,462 | 1,685,200 | 1,691,800 | 1,841,400 |
| Depreciation & use of reserve balances (for
Planned Underspend reserve) | 10,455,952
0 | 16,769,800
0 | 16,469,428
0 | 18,708,800
0 |
| Gross expenditure | 21,654,929 | 28,116,157 | 29,313,828 | 31,909,900 |
| <u>Income</u> | | | | |
| Net rents | 20,018,042 | 20,648,100 | 20,660,100 | 21,654,500 |
| Grants and Contributions | 114,104 | 33,600 | 330,000 | 14,000 |
| Fees and charges | 501,231 | 550,400 | 564,000 | 597,900 |
| Interest | 1,952,246 | 1,088,000 | 1,300,000 | 645,000 |
| Recharges to General Fund | 6,600 | 42,000 | 42,000 | 42,000 |
| Gross income | 22,592,223 | 22,362,100 | 22,896,100 | 22,953,400 |
| Net expenditure | (937,294) | 5,754,057 | 6,417,728 | 8,956,500 |
| | 937,294 | (5,754,057) | (6,417,728) | (8,956,500) |
| | 0 | 0 | 0 | 0 |

Expenditure Analysis 2025/26



Fees and charges

Housing Revenue Account

| | |
|-------------------------|------------------|
| From
April 2026
£ | VAT
treatment |
|-------------------------|------------------|

Average council house rents (per week)

| | | |
|------------------------|--------|---------------|
| Bedsit | 88.46 | Outside scope |
| 1 bed dwelling | 121.62 | Outside scope |
| 2 bed dwelling | 145.78 | Outside scope |
| 3 bed dwelling | 159.26 | Outside scope |
| 4 bed dwelling | 174.06 | Outside scope |
| 5 or more bed dwelling | 196.56 | Outside scope |

(Unless specifically reported elsewhere the rents for Corporate Properties and the Leisure Services properties, managed by Housing will be increased by an inflationary increase)

Tenants service charges (per week)

| | | |
|------------------------|-------|---------------|
| Torin Court | 1.53 | Outside scope |
| Hampshire Court | 7.91 | Outside scope |
| Middlesex Court | 7.91 | Outside scope |
| Surrey Towers | 7.91 | Outside scope |
| Sussex Court | 7.68 | Outside scope |
| Audley & Southam House | 1.82 | Outside scope |
| Fairoaks Court | 1.39 | Outside scope |
| Oaklands Court | 1.53 | Outside scope |
| Beomonds | 22.96 | Outside scope |
| Darley Dene | 16.43 | Outside scope |
| Floral House | 14.26 | Outside scope |
| Grove Court | 12.98 | Outside scope |
| Heatherfields | 12.09 | Outside scope |
| Shared Houses | 11.28 | Outside scope |

Independent Retirement Living (IRL)

| | | | |
|--|------------|-------|----------|
| Use of Guest Bedrooms by relatives and friends of tenants in sheltered housing - charge per night per person | (Incl VAT) | 13.00 | Standard |
| Disabled persons Buggy store - Battery Charging, per week | (Incl VAT) | 2.20 | Standard |
| Hairdresser per hour | (Incl VAT) | 6.10 | Standard |
| Chiropodist per day | | 21.00 | Exempt |

Heathervale Way mobile home site - New Haw

| | | |
|---|--------|--------|
| Net site rent per pitch per week | TBC | Exempt |
| Rent of council mobile homes | 69.79 | Exempt |
| Rent of new larger council mobile homes | 104.79 | Exempt |

Fees and charges

Housing Revenue Account

| | From
April 2026
£ | VAT
treatment |
|--|-------------------------|------------------|
| <u>Heating and hot water charges - Independent Retirement Living</u> | | |
| Charge per week | | |
| - Beomonds and Floral House | 14.88 | Outside scope |
| - Heatherfields | 5.19 | Outside scope |
| <u>Tenants fee for denying access to premises (includes VAT)</u> | | |
| Where a tenant breaks an agreement to make available, access to housing staff and contractors (The Director of Housing and Community Services is authorised to vary this charge as appropriate). | (Incl VAT) 50.00 | Standard |
| <u>Independent Retirement Living - Management & Administration charge</u> | | |
| - Weekly Management & Administration charge | 21.38 | Outside scope |

Housing - General Fund

| | | |
|---|--------|---------------|
| <u>Homeless persons accommodation</u> | | |
| Bed and breakfast accommodation | | |
| - flat rate room charge per week | 218.63 | Outside scope |
| <p>The Borough Housing Manager is authorised to increase these charges to certain recipients of supplementary benefit from the DHSS whose lodging allowances are higher than these charges.</p> | | |

Fees and charges

Meals and transport charges

| | |
|----------------------------------|--------------------------|
| From
April 2026
£ | VAT
treatment |
|----------------------------------|--------------------------|

Meals at Home and Day centre

| | | | |
|---------------------------------|----------------------------------|------|---------------|
| Monday - Friday - Day Centres | Cost per two course meal | 5.80 | Outside scope |
| Monday - Friday - Meals at Home | Cost per two course meal | 6.30 | Outside scope |
| Saturday and Sunday | Cost per two course meal | 7.25 | Outside scope |
| | Afternoon Tea | 4.10 | Outside scope |
| | Additional course (soup/dessert) | 1.60 | Outside scope |

Community transport

| | | | |
|--|--|-------|------------|
| Fare for return transport to day centres (Monday - Friday) | | 5.80 | Zero Rated |
| Journey within one zone (minimum fare) | | 5.10 | Zero Rated |
| Journey within two zones | | 8.25 | Zero Rated |
| Journey within three zones | | 11.80 | |
| Journey within four zones | | 15.50 | |

Careline system

| | |
|----------------------------------|--------------------------|
| From
April 2026
£ | VAT
treatment |
|----------------------------------|--------------------------|

| | | | |
|--|--|------|------------|
| Full weekly charge (price to include a free smoke alarm on take up of contract) | | 5.82 | Standard |
| Full weekly charge (price to include a free smoke alarm on take up of contract)
- Registered disabled | | 5.82 | Zero Rated |

Fees and charges

Centre lettings

| | | From
April 2026
£ | VAT
treatment |
|--|-------------|-------------------------|------------------|
| <u>Community use per hour - (Eileen Tozer, Manor Farm, Woodham and New Haw)</u> | | | |
| Monday to Friday | 5pm to 11pm | 31.75 | Exempt |
| Saturday | 9am to 5pm | 39.90 | Exempt |
| Saturday | 5pm to 11pm | 55.95 | Exempt |
| <u>Community use per hour - Wellbeing Centre Manor Farm 15 auditorium</u> | | | |
| Monday to Friday | 9am – 6pm | 8.65 | Exempt |
| Monday to Friday | 6pm – 11pm | 14.9 | Exempt |
| Weekends | 9am – 5pm | 14.9 | Exempt |
| Weekends | 5pm – 11pm | 18.55 | Exempt |
| <u>Commercial hire/trade shows (per hour)</u> | | | |
| Saturdays only | 9am to 11pm | 67.95 | Exempt |
| <u>Commercial use per hour - Wellbeing Centre Manor Farm 15 auditorium</u> | | | |
| Saturday - Sunday | 9am to 11pm | 21.20 | Exempt |
| <u>Catering facilities</u> | | | |
| Full use of kitchen | | 87.15 | Exempt |
| Full use of tea bar | | N/A | Exempt |
| Use of public address system | | N/A | Exempt |
| <u>Registered charities</u> | | | |

A 20% reduction is available per booking upon application to the Day Centre Manager.
It is proposed that there will be no additional charge for the use of the tea bar or public address system when a booking is taken.

Centre rental charges

| | | From
April 2026
£ | VAT
treatment |
|---|------------|-------------------------|------------------|
| <u>Hairdressing salons - hourly rates</u> | | | |
| Eileen Tozer Day Centre | (Incl VAT) | 9.20 | Standard |
| Manor Farm Day Centre | (Incl VAT) | 9.20 | Standard |
| Woodham and New Haw Day Centre | (Incl VAT) | 9.20 | Standard |
| These rates are based upon the standard of facilities available | | | |
| <u>Chiropodist fees (full day)</u> | | 34.65 | Exempt |

Fees and charges

Chertsey Museum

| | From
April 2026
£ | VAT
treatment |
|---|-------------------------|------------------|
| <u>School's membership scheme</u> | | |
| <u>Annual membership fee</u> | | |
| Schools with 0 - 150 pupils | 36.30 | Outside Scope |
| Schools with 151 - 250 pupils | 48.40 | Outside Scope |
| Schools with 251+ pupils | 60.50 | Outside Scope |
| <u>Talks held at Museum</u> | | |
| <u>Member schools</u> | | |
| One 1/2 day session | POA | Outside Scope |
| Two 1/2 day session (same day) | POA | Outside Scope |
| <u>All day sessions at the museum (max 32 children)</u> | | |
| <u>Member schools</u> | | |
| see education catalogue on website | POA | Outside Scope |
| <u>Talks held at schools within 10 miles of Chertsey Museum (approx 90 minutes)</u> | | |
| <u>Member schools</u> | | |
| see education catalogue on website | POA | Outside Scope |
| *non members pay additional £10 booking | | |
| <u>Talks held at Schools within 11-15 miles of Chertsey Museum (approx 90 minutes)</u> | | |
| <u>Member schools</u> | | |
| see education catalogue on website | POA | Outside Scope |
| <u>Talks held at schools within 16-20 miles of Chertsey Museum (Approx 90 minutes)</u> | | |
| <u>Member schools</u> | | |
| see education catalogue on website | POA | Outside Scope |
| <u>School assemblies (max.30 mins)</u> | | |
| School Assemblies - schools within Runnymede (max. 30 mins) | 66.20 | Outside Scope |
| School Assemblies - schools outside Runnymede (max. 30 mins) | 77.25 | Outside Scope |
| School Assemblies - non member schools (max. 30 mins) | 88.05 | Outside Scope |
| <u>Talks to groups</u> | | |
| At the Museum outside of opening hours - Borough Community Groups | 49.45 | Outside Scope |
| At the Museum outside of opening hours - Non Borough Community Groups | 59.75 | Outside Scope |
| Talks held outside the Museum - Borough Community Groups | 49.45 | Outside Scope |
| Talks held outside the Museum - Non Borough Community Groups | 65.90 | Outside Scope |
| <u>Children's activities at the Museum</u> | | |
| Children's activity session per child - price based on activity | POA | Exempt |
| Concessionary activity session per child | POA | Exempt |
| <u>Use of photocopier</u> | | |
| A4 Copies | (plus VAT) 0.70 | Standard |
| A3 Copies | (plus VAT) 0.90 | Standard |
| <u>Charge for late return of school loan boxes</u> | (plus VAT) 27.55 | Standard |
| <u>Missing item from loan boxes (per day)</u> | (plus VAT) 11.10 | Standard |
| *non members pay additional £10 booking | | |

Fees and charges

Chertsey Museum

| | | From
April 2026
£ | VAT
treatment |
|---------------------------------|------------|-------------------------|------------------|
| <u>Photographic orders</u> | | | |
| 101.6mm by 152.4mm (4" by 6") | (plus VAT) | 3.85 | Standard |
| 127mm by 177.8mm (5" by 7") | (plus VAT) | 4.35 | Standard |
| 152.4mm by 203.2mm (6" by 8") | (plus VAT) | 4.9 | Standard |
| 203.2mm by 254mm (8" by 10") | (plus VAT) | 6.7 | Standard |
| 304.8mm by 457.2mm (12" by 18") | (plus VAT) | 11.6 | Standard |
| Handling charge (1 per order) | (plus VAT) | 2.8 | Standard |
| Postage charge | (plus VAT) | 2.3 | Standard |

Members of the following groups are entitled to a discount of 10% on certain items in the Museum shop:

- Friends of the Museum
- Members of the Museum Association
- Members of the National Art Collection Fund
- Runnymede Loyalty Card holders

School charges are increased at the start of the academic year in September although increases in material costs are passed on at time of booking

Fees and charges

Community Halls

| | | From
April 2026
£ | VAT
treatment |
|---|------------|-------------------------|------------------|
| Chertsey Hall | | | |
| <u>Community Package Monday to Friday 8.30 to 17:00 hrs</u> | | | |
| Main Hall | (per hour) | (plus VAT) 29.35 | Standard |
| Meeting Room A | (per hour) | (plus VAT) 12.35 | Standard |
| Meeting Room C | (per hour) | (plus VAT) 8.00 | Standard |
| Meeting Room D | (per hour) | (plus VAT) 10.30 | Standard |
| <u>Community Package - Monday to Friday 17:00 to 23:00 hrs</u> | | | |
| Main Hall | (per hour) | (plus VAT) 39.15 | Standard |
| Meeting Room A | (per hour) | (plus VAT) 17.80 | Standard |
| Meeting Room C | (per hour) | (plus VAT) 12.10 | Standard |
| Meeting Room D | (per hour) | (plus VAT) 15.70 | Standard |
| <u>Community Package - Weekends 8.30 to 17:00 hrs</u> | | | |
| Main Hall | (per hour) | (plus VAT) 40.20 | Standard |
| Meeting Room A | (per hour) | (plus VAT) 18.05 | Standard |
| Meeting Room C | (per hour) | (plus VAT) 12.60 | Standard |
| Meeting Room D | (per hour) | (plus VAT) 16.20 | Standard |
| <u>Community Package - weekends 17:00 to 23.00</u> | | | |
| Main Hall | (per hour) | (plus VAT) 53.05 | Standard |
| Meeting Room A | (per hour) | (plus VAT) 24.45 | Standard |
| Meeting Room C | (per hour) | (plus VAT) 16.75 | Standard |
| Meeting Room D | (per hour) | (plus VAT) 21.65 | Standard |
| <u>Business Package Monday - Friday 08:30 to 17:00 hrs</u> | | | |
| Main Hall | (per hour) | (plus VAT) 77.00 | Standard |
| Meeting Room A | (per hour) | (plus VAT) 32.95 | Standard |
| Meeting Room C | (per hour) | (plus VAT) 27.55 | Standard |
| Meeting Room D | (per hour) | (plus VAT) 27.55 | Standard |
| <u>Business Package Monday - Friday 17:00 to 23:00 hrs</u> | | | |
| Main Hall | (per hour) | (plus VAT) 77.00 | Standard |
| Meeting Room A | (per hour) | (plus VAT) 32.95 | Standard |
| Meeting Room C | (per hour) | (plus VAT) 27.55 | Standard |
| Meeting Room D | (per hour) | (plus VAT) 27.55 | Standard |
| <u>Business Package Weekends 08:00 to 23:00 hrs</u> | | | |
| Main Hall | (per hour) | (plus VAT) 77.00 | Standard |
| Meeting Room A | (per hour) | (plus VAT) 32.95 | Standard |
| Meeting Room C | (per hour) | (plus VAT) 27.55 | Standard |
| Meeting Room D | (per hour) | (plus VAT) 27.55 | Standard |
| <u>Community with benefits - Monday to Friday 08:30 to 17:00 hrs</u> | | | |
| Main Hall | | 38.10 | Standard |
| Small Hall | | 16.20 | Standard |
| Room 1 | | 10.30 | Standard |
| Room 2/ Bar Lounge | | 13.40 | Standard |
| <u>Community with benefits - Monday to Friday 17:00 to 23:00 hrs</u> | | | |
| Main Hall | | 51.00 | Standard |
| Small Hall | | 23.20 | Standard |
| Room 1 | | 15.70 | Standard |
| Room 2/ Bar Lounge | | 20.35 | Standard |
| <u>Community with benefits - Weekends 08:30 to 17:00 hrs</u> | | | |
| Main Hall | | 52.00 | Standard |
| Small Hall | | 23.70 | Standard |
| Room 1 | | 16.50 | Standard |
| Room 2/ Bar Lounge | | 21.10 | Standard |

Fees and charges

Community Halls

| | From
April 2026
£ | VAT
treatment |
|--|-------------------------|------------------|
| <u>Community with benefits - Weekends 17:00 to 23:00 hrs</u> | | |
| Main Hall | 69.00 | Standard |
| Small Hall | 31.95 | Standard |
| Room 1 | 21.65 | Standard |
| Room 2/ Bar Lounge | 27.80 | Standard |
| Business packages includes room hire, projector, screen, flip chart, kitchen for beverages | | |
|
<u>Use of kitchen</u> | | |
| Up to 100 people | (plus VAT) 55.10 | Standard |
| 100+ people | (plus VAT) 110.50 | Standard |

Notes for Community Halls

- Hiring's to registered Charities are by law exempt from VAT and therefore no VAT will be added to the above charges
- All small rooms only available to hire when booking package
- Deposit required for all hires
- All Hires minimum of 2 hours except Childrens Parties minimum of 3 hours
- Prices are subject to variation from time to time to reflect any amendments approved by the Council.
- All above charges for Audio, Visual Aid and Additiional Equipment are per booking unless otherwise stated
- Hires are charged on an Hourly basis
- All times booked must include set up and clear down time
- The Head of Community Development has the delegated authority to make reductions and develop marketing packages to promote usage
- Cancellations - all cancellations will be subject to an administrative fee of 10% of total cost excluding VAT

Fees and charges

Tennis Charges

| | From
April 2026
£ | VAT
treatment |
|---------------------------------|-------------------------|------------------|
| <u>Tennis Court Fees</u> | | |
| Annual Pass | 40.00 | Outside scope |
| Pay and Play | 5.50 | Outside scope |
| Coaching Provider charges | | Outside scope |

Crime and disorder

| | From
April 2026
£ | VAT
treatment |
|--|-------------------------|------------------|
| <u>Safer Runnymede (Includes VAT)</u> | | |
| CCTV System - supply of copy DVDs | 210.00 | Standard |
| CCTV System - supply of copy photograph | 33.85 | Standard |
| CCTV System - viewing DVD footage (per hour or part thereof) | 91.30 | Standard |

Houses in Multiple Occupation (HMO) licensing costs

| | From
April 2026
£ | VAT
treatment |
|---|-------------------------|------------------|
| <u>Houses in multiple occupation (HMO) licensing costs</u> | | |
| Basic fee | 815.00 | Outside scope |
| Assisted application or undeclared HMO | 1,027.00 | Outside scope |
| Reduction for multiple applications from same applicant | 93.00 | Outside scope |
| Reduction for renewal of fees | 92.00 | Outside scope |
| HMO licence register: PDF copy of the register (without licence conditions) | 50.00 | Outside scope |
| HMO licence register: individual entry which includes licence conditions | 6.00 | Outside scope |

Allotments

| | From
April 2026
£ | VAT
treatment |
|--|-------------------------|------------------|
| Charge per 25m ² (rod) per annum: | | |
| - Payment by annual direct debit | 25.00 | Outside Scope |
| - Payment by other means | 25.00 | Outside Scope |
| There is a 50% abatement where social prescribing is applicable. | | |
| (Due to statute the fees and charges for allotments are set one year in advance) | | |
| | | |
| Charge per 25m ² (rod) per annum: | | |
| - Previous annual direct debit payees | 25.00 | Outside Scope |
| - Previous other means payees | 25.00 | Outside Scope |
| - Annual transactional cost per plot holder paying by alternative means | 3.00 | |
| There is a 50% fee abatement for all allotment holders once they reach state retirement age. The abatement will reduce to 25% from April 2026. | | |

Fees and charges

Parks and open spaces

| | From
April 2026
£ | VAT
treatment | |
|--|-------------------------------------|------------------|----------|
| <u>Bowls (includes VAT)</u> | | | |
| Price per club per Green and Pavilion | 5,000.00 | | |
| <u>Football pitches with changing - per match (includes VAT)</u> | | | |
| Full size pitches | | | |
| Senior clubs | 154.50 | Standard | |
| Junior clubs | 82.50 | Standard | |
| Small pitches up to 1hour 30 mins | 77.50 | Standard | |
| <u>Football pitches without changing - per match (includes VAT)</u> | | | |
| Full size pitches | 67.00 | Standard | |
| Small pitches up to 1hour 30 mins | 51.50 | Standard | |
| <u>Croquet (includes VAT)</u> | | | |
| Adults per Person per Hour | 16.50 | Standard | |
| Juniors/Senior Citizens/Registered Disabled per Person per Hour | 8.25 | Standard | |
| <u>Chertsey Recreation Ground multi purpose courts (includes VAT)</u> | | | |
| Court fees (team games) per hour per court | 45.00 | Standard | |
| Court fees (junior games) per hour per court | 39.00 | Standard | |
| Floodlighting per hour per court | 25.00 | Standard | |
| <u>Cricket (includes VAT)</u> | | | |
| Chertsey, Victory Park, Heathervale, Ottershaw and Abbeyfields | | | |
| Games commencing Before 5.00 p.m. | 187.00 | Standard | |
| Games commencing After 5.00 p.m. and training games | 126.00 | Standard | |
| Junior Games | 82.50 | Standard | |
| <u>Other:</u> | | | |
| Fitness classes | Price per annum for 1 hour class pe | 114.00 | Standard |
| Team use of park for training | Price per annum | 170.00 | Standard |

Fees and charges

Parks and open spaces

| From
April 2026
£ | VAT
treatment |
|-------------------------|------------------|
|-------------------------|------------------|

Additional and miscellaneous charges (includes VAT)

| | | |
|---|-------|----------|
| Hire of rooms in pavilions - per hour (min 2 hours) | 41.50 | Exempt |
| Use of park for rounders | POA | Standard |

Events (includes VAT)

| | | |
|------------------------------|--------|----------|
| Community and charity events | 200.00 | |
| Fairgrounds | | |
| Operational days | 650.00 | Standard |
| Non operational days | 450.00 | Standard |

Running Events New Fees

| | | |
|---------------------------------------|-----------|--|
| Park run and free of charge events | No charge | |
| Paid for participation events per day | 260.00 | |

| | | |
|---|-----|--|
| Repairs deposit POA - fee will depend on scale and type of event. A refundable ground deposit ranging up to £3,000 depending on the scale and type of event will be chargeable for all events | POA | |
| Provision and removal of waste and recycling bins - POA | POA | |

GROUNDS MAINTENANCE FEES & CHARGES FOR EVENTS

| | | |
|--|-------------------------|-----|
| Hay cut (if not part of scheduled maintenance) | 100% quoted cost to cut | POA |
| Strimming/brushcutting | | POA |
| Shrub pruning | | POA |
| Tree works | | POA |

Open Spaces Car Parks (includes VAT)

(Monday to Sunday)

| | | | |
|---|--------------------|-----------|----------|
| Chertsey Recreation, Crockford Open Space,
Coopers Hill, Thorpe Green, Truss's Island
Victory Park & Aviator Park | | | |
| | Disabled Person | No Charge | Standard |
| | Free up to 3 hours | Free | Standard |
| | 3+ hours | 2.80 | Standard |

Homewood Park car park (includes VAT)

(Monday to Sunday)

| | | | |
|--|--------------------|-----------|----------|
| | Disabled Person | No Charge | Standard |
| | Free up to 3 hours | Free | Standard |
| | 3 hours | 2.80 | Standard |

Fees and charges

Cemeteries

| | | From
April 2026
£ | VAT
treatment |
|--|--|-------------------------|------------------|
| <u>Exclusive Right of Burial</u> | | | |
| <u>Standard grave space 2.44m x 1.22m (8' x 4') for coffin burial</u> | | | |
| Exclusive burial rights | 100 years - for immediate use | 2,260.00 | Outside Scope |
| | 100 years - for future use | 3,360.00 | Outside Scope |
| Extended burial rights | 25 years | 360.00 | Outside Scope |
| <u>"Classic traditional" grave space for coffin burial
(to accommodate a brick built vault)</u> | | | |
| Exclusive burial rights | 100 years - for immediate use | 3,890.00 | Outside Scope |
| | 100 years - for future use | 5,620.00 | Outside Scope |
| Extended burial rights | 25 years | 1,320.00 | Outside Scope |
| <u>Cremated remains grave space 1.22m x 1.22m (4' x 4')</u> | | | |
| Exclusive burial rights | 100 years - for immediate use | 1,050.00 | Outside Scope |
| | 100 years - for future use | 1,600.00 | Outside Scope |
| <u>Cremated remains grave space 0.79m x 0.91m (2.6' x 3')</u> | | | |
| Exclusive burial rights | 100 years - for immediate use | 780.00 | Outside Scope |
| | 100 years - for future use | 1,160.00 | Outside Scope |
| Extended burial rights | 25 years | 295.00 | Outside Scope |
| <u>Vault</u> | | | |
| | The right to construct a walled grave or vault | 3,210.00 | Outside Scope |
| | Reopening of a standard bricked vault | 900.00 | Outside Scope |
| <u>Interment fees (private and public grave)</u> | | | |
| | Adult coffin | 1,930.00 | Outside Scope |
| | Casket burial or oversized coffin | 2,010.00 | Outside Scope |
| | Cremated remains | 390.00 | Outside Scope |
| | Muslim section Englefield Green - weekdays (normal hours) | 1,930.00 | Outside Scope |
| | Muslim section Englefield Green - outside normal hours and weekends | | Outside Scope |
| <u>Memorial fees</u> | | | |
| | * Right to place a headstone no higher than 986mm (3' 3") | 310.00 | Outside Scope |
| | * Right to place a kerb set not to exceed 1982mm x 762mm (6' 6" x 2' 6") | 310.00 | Outside Scope |
| | * Right to place a Book or tablet memorial | 231.00 | Outside Scope |
| | * Right to place memorial on Classic grave space | 1,220.00 | Outside Scope |
| | Additional inscription | 150.00 | Outside Scope |
| * These fees will be trebled in respect of Non-Runnymede residents | | | |
| Burial, Interment and Vault fees will be trebled in respect of non-residents | | | |
| Where the deceased is a child under the age of 18, fees will be claimed under the Children's Funeral Fund for England | | | |

Fees and charges

Cemeteries

| | From
April 2026
£ | VAT
treatment |
|---|-------------------------|------------------|
| <u>Genealogy search fees</u> | | |
| Search fees per interment | 32.00 | Outside Scope |
| <u>Garden of Remembrance (Addlestone)</u> | | |
| Interment | 380.00 | Outside Scope |
| Provision and installation of plaque by the Council | 174.00 | Outside Scope |
| <u>Administration and other fees</u> | | |
| Registration of transfer of exclusive right of burial (will or probate provided) | 150.00 | Outside Scope |
| Registration of transfer of exclusive right of burial (No will or probate provided) | 160.00 | Outside Scope |
| Copy of exclusive right of burial | 150.00 | Outside Scope |
| Postponement or cancellation of burial after notice has been given | 525.00 | Outside Scope |
| Charge for chapel (Per hour - minimum charge) | 163.00 | Outside Scope |
| Selection fee - for Cemeteries Registrar to attend | 221.00 | Outside Scope |
| Completion of Exhumation Applications | 142.00 | Outside Scope |

Fees and charges

Refuse collection

| | From
April 2026
£ | VAT
treatment |
|---------------------------------------|-------------------------|------------------|
| <u>Trade refuse</u> | | |
| Sack collection | 198.00 | Outside Scope |
| 140 litre wheeled bins | 334.00 | Outside Scope |
| 240 litre wheeled bins | 544.00 | Outside Scope |
| 360 litre wheeled bins | 675.00 | Outside Scope |
| 660 litre wheeled bins | 860.00 | Outside Scope |
| 1100 litre bulk containers | 1,138.00 | Outside Scope |
| 1100 litre bulk containers - lockable | 1,172.00 | Outside Scope |

Waste collection outside the borough is subject to VAT at the standard rate.

Domestic refuse

Purchase of wheeled containers (includes purchase, delivery and administration costs)
(only one bin collected/emptied per household)

New bins

| | | |
|--|--------|---------------|
| - 140 litre bin | 67.00 | Outside Scope |
| - 180 litre bin | 77.00 | Outside Scope |
| - 660 litre bin (communal facilities) | 304.00 | Outside Scope |
| -1100 litre bin (communal facilities) | 464.00 | Outside Scope |
| -1100 litre bin - lockable (communal facilities) | 505.00 | Outside Scope |

Additional capacity requests within policy

| | | |
|----------------------------------|-------|---------------|
| - 140 litre bin to 180 litre bin | 77.00 | Outside Scope |
|----------------------------------|-------|---------------|

Additional 180L bin if circumstances within policy

(*Families of 6 or more with a child under the age of 3 or two children in nappies)

| | | |
|--|--------|---------------|
| - 180 litre bin to 360 litre bin
annual rental charge | 103.00 | Outside Scope |
|--|--------|---------------|

One off payments

Charge for contaminated bins and additional collections

| | | |
|-----------------|--------|---------------|
| - 240 litre bin | 77.00 | Outside Scope |
| - 360 litre bin | 113.00 | Outside Scope |
| - 660 litre bin | 165.00 | Outside Scope |
| -1100 litre bin | 248.00 | Outside Scope |

Fees and charges

Refuse collection - Trade Waste discounted collection

| | From
April 2026
£ | VAT
treatment |
|--|-------------------------|------------------|
| <u>Schools, churches etc. - fortnightly refuse collection</u> | | |
| Service cost including hire, administration and collection | | |
| 140 litre wheeled bins | | |
| - Administration and Container hire charge | 62.00 | Outside Scope |
| - Collection charge | 95.00 | Outside Scope |
| | <u>157.00</u> | Outside Scope |
| 240 litre wheeled bins | | |
| - Administration and Container hire charge | 100.00 | Outside Scope |
| - Collection charge | 145.00 | Outside Scope |
| | <u>245.00</u> | Outside Scope |
| 360 litre wheeled bins | | |
| - Administration and Container hire charge | 124.00 | Outside Scope |
| - Collection charge | 157.00 | Outside Scope |
| | <u>281.00</u> | Outside Scope |
| 660 litre wheeled bins | | |
| - Administration and Container hire charge | 127.00 | Outside Scope |
| - Collection charge | 206.00 | Outside Scope |
| | <u>333.00</u> | Outside Scope |
| 1100 litre bulk containers | | |
| - Administration and Container hire charge | 153.00 | Outside Scope |
| - Collection charge | 233.00 | Outside Scope |
| | <u>386.00</u> | Outside Scope |
| 1100 litre bulk containers - lockable | | |
| - Administration and Container hire charge | 169.00 | Outside Scope |
| - Collection charge | 233.00 | Outside Scope |
| | <u>402.00</u> | Outside Scope |

Fees and charges

Recycling and Green Waste

| | From
April 2026
£ | VAT
treatment |
|---|-------------------------|------------------|
| <u>Recycling initiatives</u> | | |
| Sale of wheeled containers (includes purchase, delivery and administration costs) | | |
| New bins | | |
| - 140 litre bin | 31.00 | Outside Scope |
| - 240 litre bin | 41.50 | Outside Scope |
| - 360 litre bin (communal facilities) | 62.00 | Outside Scope |
| - 660 litre bin (communal facilities) | 279.00 | Outside Scope |
| - 1100 litre bin (communal facilities) | 423.00 | Outside Scope |
| - 1100 litre bin - lockable (communal facilities) | 464.00 | Outside Scope |
| Developers package per household new fee | 150.00 | |
| <u>Recycling for schools and businesses - fortnightly collection</u> | | |
| Service cost including hire, administration and collection | | |
| 140 litre wheeled bins | | |
| - Administration and Container hire charge | 62.00 | Outside Scope |
| - Collection charge | 46.00 | Outside Scope |
| | 108.00 | Outside Scope |
| 240 litre wheeled bins | | |
| - Administration and Container hire charge | 103.00 | Outside Scope |
| - Collection charge | 67.00 | Outside Scope |
| | 170.00 | Outside Scope |
| 360 litre wheeled bins | | |
| - Administration and Container hire charge | 124.00 | Outside Scope |
| - Collection charge | 72.00 | Outside Scope |
| | 196.00 | Outside Scope |
| 660 litre wheeled bins | | |
| - Administration and Container hire charge | 145.00 | Outside Scope |
| - Collection charge | 93.00 | Outside Scope |
| | 238.00 | Outside Scope |
| 1100 litre bulk containers | | |
| - Administration and Container hire charge | 155.00 | Outside Scope |
| - Collection charge | 103.00 | Outside Scope |
| | 258.00 | Outside Scope |
| 1100 litre bulk containers - lockable | | |
| - Administration and Container hire charge | 165.00 | Outside Scope |
| - Collection charge | 103.00 | Outside Scope |
| | 268.00 | Outside Scope |
| Food waste | | Outside Scope |

Fees and charges

Recycling and Green Waste

| | From
April 2026
£ | VAT
treatment |
|---|-------------------------|------------------|
| <u>Green garden waste scheme</u> | | |
| Sale of wheeled containers (includes purchase, delivery and administration costs) | | |
| 140 litre bin Cost of bin added in first year | 31.00 | Outside Scope |
| 240 litre bin Cost of bin added in first year | 41.00 | Outside Scope |
| Annual subscription charge: | | |
| 120 litre / 140 litre bin | 46.50 | Outside Scope |
| Each additional wheeled bin | 46.50 | Outside Scope |
| 240 litre bin | 67.00 | Outside Scope |
| Each additional wheeled bin | 67.00 | Outside Scope |

Car parking charges

| | From
April 2026
£ | VAT
treatment |
|---|-------------------------|------------------|
| <u>Pay and display parking (including pay by phone)</u> | | |
| <u>Town Centre (higher scale) car parks</u> | | |
| <u>Medium Stay parking (includes VAT)</u> | | |
| <u>(Monday to Sunday)</u> | | |
| Egham (Hummer Road); Chertsey (Beomonds) | | |
| Disabled Person | No charge | Standard |
| Fee up to 1 hour | 1.60 | Standard |
| Fee 1 to 2 hours | 2.80 | Standard |
| Fee 2 to 3 hours | 3.80 | Standard |
| Fee 3 to 4 hours | 4.30 | Standard |
| Fee 4 to 5 hours | 4.80 | Standard |
| Fee 5 to 6 hours | 5.80 | Standard |
| All Day Fee | 7.60 | Standard |
|
 | | |
| <u>Long stay parking (includes VAT)</u> | | |
| <u>(Monday to Sunday)</u> | | |
| Egham (Wasp Farm); Chertsey (Library);
Virginia Water (Memorial Gardens);
Chertsey (Woodlands) Monday to Sunday | | |
| Disabled Person | No charge | Standard |
| Fee up to 1 hour | 1.60 | Standard |
| Fee 1 to 2 hours | 2.80 | Standard |
| Fee 2 to 3 hours | 3.80 | Standard |
| Fee 3 to 4 hours | 4.30 | Standard |
| Fee 4 to 5 hours | 4.80 | Standard |
| Fee 5 to 6 hours | 5.80 | Standard |
| All Day Fee | 7.60 | Standard |

Fees and charges

Car parking charges

| | |
|-------------------------|------------------|
| From
April 2026
£ | VAT
treatment |
|-------------------------|------------------|

Pay and display parking

Out of Town (Lower Scale) car parks (includes VAT)

(Monday to Sunday)

St Judes Road, Victoria Street and Gogmore Farm

| | | |
|------------------|-----------|----------|
| Disabled Person | No charge | Standard |
| Fee up to 1 hour | 0.75 | Standard |
| Fee 1 to 2 hours | 1.35 | Standard |
| Fee 2 to 3 hours | 2.15 | Standard |
| Fee 3 to 4 hours | 3.15 | Standard |
| Fee 4 to 5 hours | 3.65 | Standard |
| Fee 5 to 6 hours | 6.05 | Standard |
| All Day Fee | 6.50 | Standard |

Pay and display parking

Other charges (includes VAT)

(Monday to Sunday)

Pooley Green and Egham Library

| | | |
|---------------------------|-----------|----------|
| Disabled Person | No charge | Standard |
| Fee up to 30 minutes | 0.00 | Standard |
| Fee 30 minutes to 2 hours | 1.35 | Standard |
| Fee 2 to 3 hours | 2.15 | Standard |
| Fee 3 to 4 hours | 3.15 | Standard |
| Fee 4 to 5 hours | 3.65 | Standard |
| All Day Fee | 6.50 | Standard |

Evening/overnight charges (includes VAT)

Evening/Overnight Charges

Flat fee 6pm - 8am 2.00 Standard

Evening Parking Permits (20 Permits per car park)

Fee per annum 100.00 Standard

Penalty charge notice

Parking in excess of hours to which a full charge is applicable
Unless payment of £25.00 is made within 14 days of issue

50.00 Outside Scope

Parking in a disabled persons parking place without displaying a badge
Unless payment of £35.00 is made within 14 days of issue

70.00 Outside Scope

Season/permit parking (includes VAT)

Season Ticket (Monday to Saturday)

Covering Chertsey Library and

Waspe Farm car parks

| | | | |
|--------------|---------------|--------|----------|
| Non-resident | (per annum) | 835.00 | Standard |
| Non-resident | (per quarter) | 290.00 | Standard |
| Resident | (per annum) | 390.00 | Standard |
| Resident | (per quarter) | 125.00 | Standard |

Car park permits (Monday to Saturday)

Beomonds,-Hummer Road,

Memorial Gardens, Woodlands

| | | | |
|--------------|---------------|--------|----------|
| Non-resident | (per annum) | 835.00 | Standard |
| Non-resident | (per quarter) | 290.00 | Standard |
| Resident | (per annum) | 390.00 | Standard |
| Resident | (per quarter) | 125.00 | Standard |

Car park permits (Monday to Saturday)

Gogmore Farm

Non-resident (per annum) 635.00 Standard

Car park permits (Monday to Saturday)

Victoria Street, St Judes Road, Pooley Green

(and Aviator Park - annual permits only)

Resident (per annum) 160.00 Standard
Resident (per quarter) 67.50 Standard

Contract car parking

Chertsey (Beomonds Row, White Hart Row)

| | | | |
|--------------|---------------|--------|----------|
| Non-resident | (per annum) | 910.00 | Standard |
| Non-resident | (per quarter) | 265.00 | Standard |
| Resident | (per annum) | 305.00 | Standard |
| Resident | (per quarter) | 92.50 | Standard |

Contract Parking Key Deposit (Refundable on return of the key)

50.00 Outside Scope

Fees and charges

Other environment and sustainability charges

ENVIRONMENTAL HEALTH

| |
|-------------------------|
| From
April 2026
£ |
|-------------------------|

| |
|------------------|
| VAT
treatment |
|------------------|

Food hygiene and Health and Safety Courses

All courses (including those in a foreign language) will be chargeable per person. All fees will be set at the discretion of the Corporate Head of Environmental Services to cover costs.

POA Standard

| | | |
|--|--------|---------------|
| Food Export Certificate | 300.00 | Outside Scope |
| Food Export Certificate (per additional certificate within 12 months of initial certificate) | 183.00 | Outside Scope |
| Re-inspections requested by food businesses | 200.00 | Outside Scope |

Environmental offences

Penalty fines:

| | | | |
|--|--------------------------------|--------|---------------|
| Noise Act domestic offence
(reduced to £64 if paid within 10 days) | Set locally to statute maximum | 80.00 | Outside Scope |
| Noise Act commercial/licenses offence | | 500.00 | Outside Scope |
| Failure to produce waste transfer notice
(reduced to £240 if paid within 10 days) | | 300.00 | Outside Scope |
| Failure to produce waste carrier papers
(reduced to £240 if paid within 10 days) | | 300.00 | Outside Scope |
| Failure to provide waste receptacles
(reduced to £80 if paid within 10 days) | Set locally to statute maximum | 100.00 | Outside Scope |

Smoke free enforcement

Penalty fines:

| | | | |
|---|--|--------|---------------|
| Smoking in a smoke free place
(reduced to £30 if paid within 15 days) | | 50.00 | Outside Scope |
| Failing to display no-smoking signage
(reduced to £150 if paid within 15 days) | | 200.00 | Outside Scope |

Abandoned vehicles

| | | | |
|--|--------------------------------|--------|---------------|
| Fixed penalty notice fee
(reduced to £160 if paid within 10 days) | Set locally to statute maximum | 200.00 | Outside Scope |
|--|--------------------------------|--------|---------------|

Flytipping, Littering and dog fouling/control fixed penalty fines

| | | | |
|--|-----|----------|---------------|
| Littering
(reduced to £90 if paid within 10 days) | | 180.00 | Outside Scope |
| Dog fouling/control
(reduced to £80 if paid within 14 days) | | 100.00 | Outside Scope |
| Fly tipping
Upper level (if paid within 14 days)
(reduced to £500 if paid within 10 days) | | 1,000.00 | Outside Scope |
| Lower level (if paid within 14 days)
(reduced to £250 if paid within 10 days) | | 500.00 | Outside Scope |
| Household waste duty of care
Upper level (if paid within 14 days)
(reduced to £300 if paid within 10 days) | New | 600.00 | Outside Scope |
| Lower level (if paid within 14 days)
(reduced to £150 if paid within 10 days) | New | 300.00 | Outside Scope |

Fees and charges

Other environment and sustainability charges

ENVIRONMENTAL HEALTH

| From
April 2026
£ | VAT
treatment |
|-------------------------|------------------|
|-------------------------|------------------|

Water sampling charges

| | | | |
|-------------------------------|----------------------|--------|---------------|
| Risk assessment | (each assessment) | 500.00 | Outside Scope |
| Sampling | (each visit) | 100.00 | Outside Scope |
| Investigation | (each investigation) | 100.00 | Outside Scope |
| Granting and authorisation | (each authorisation) | 100.00 | Outside Scope |
| Analysing a sample: | | | |
| taken under regulation 10 | | 25.00 | Outside Scope |
| taken during check monitoring | | 100.00 | Outside Scope |
| taken during audit monitoring | | 500.00 | Outside Scope |

No fee is payable where a sample is taken and analysed solely to confirm or clarify the results of the analysis of a previous sample.

Polution

The setting of fees and charges for Local Air Pollution Prevention and Control (LAPPC) and Local Air - Integrated Pollution Prevention and Control (LA-IPPC) is determined annually by DEFRA (Department for Environment Food and Rural Affairs) under the regime falling within the Pollution Prevention and Control Act 1999. The appropriate fees can be accessed from the following link:

<https://www.runnymede.gov.uk/article/14095/Environmental-Permits> Outside Scope

Alternatively the appropriate fees and charges can be obtained from the Corporate Head of Environmental Services within the Environmental Health & Licensing Section at Runnymede Borough Council.

environmentalhealth@runnymede.gov.uk or 01932 838383

Register of authorised processes

| | | | |
|--------------------|--|-------|---------------|
| Individual entry | | 87.00 | Outside Scope |
| Additional entries | | 66.00 | Outside Scope |

Contaminated Land

| | | | |
|--|--|--------|---------------|
| Basic contaminated land enquiry | | 115.00 | Outside Scope |
| Contaminated land enquiry for one property | | 256.00 | Outside Scope |
| Contaminated land enquiry for more than one property | | 483.00 | Outside Scope |

Dog control charges

Minimum charge during normal office hours

| | | | |
|---|--|--------|---------------|
| Statutory charge for the return of a seized stray dog plus | | 25.00 | Outside Scope |
| Minimum collection and admin fee for the return of a seized dog is also payable | | 125.00 | Outside Scope |
| | | 150.00 | |

The collection fee may be increased where additional charges are incurred

Annual animal licence fees

| | | | |
|--|--|--------|---------------|
| Higher Tier activities (exc. Home board and day care dogs) New application | | 417.00 | Outside Scope |
| plus grant fee (enforcement charge) | | 189.00 | |
| Higher Tier activities (exc. Home board and day care dogs) Renewal | | 293.00 | Outside Scope |
| plus grant fee (enforcement charge) | | 189.00 | |
| Lower Tier activities (Home board and day care dogs) New application | | 386.00 | Outside Scope |
| plus grant fee (enforcement charge) | | 189.00 | |
| Lower Tier activities (Home board and day care dogs) Renewal | | 256.00 | Outside Scope |
| plus grant fee (enforcement charge) | | 189.00 | |
| Additional activity charge | | 59.00 | Outside Scope |
| | | | |
| Grant Fee (Enforcement charge) | | 189.00 | Outside Scope |
| Re-rating fee | | 234.00 | Outside Scope |
| Transfer / variation | | 60.00 | Outside Scope |
| Copy of licence | | 20.00 | Outside Scope |
| Dangerous wild animals | | 578.00 | Outside Scope |

Vet fees

If Veterinary Inspections are necessary in order to grant above licences Outside Scope

Fees and charges

Other environment and sustainability charges

| | From
April 2026
£ | VAT
treatment |
|---|-------------------------|------------------|
| <u>Highway and engineering charges</u> | | |
| A minimum fee for replying to technical questions | £250 1st hour | Standard |
| | Each subsequent hour | 250.00 |
| <u>Ordinary watercourses and ditches</u> | | |
| Consent applications | 350.00 | Outside Scope |
| <u>Rechargeable works (includes VAT)</u> | | |
| At full cost recovery including all administrative fees | on application | Standard |
| <u>Street naming and numbering</u> | | |
| <u>New addresses</u> | | |
| New development of first plot | 350.00 | Outside Scope |
| New development for plots 2 -5 (per plot) | 90.00 | Outside Scope |
| New development for plots 6 - 10 (per plot) | 75.00 | Outside Scope |
| New development for plots 11 - 20 (per plot) | 50.00 | Outside Scope |
| New development for plots 21 and greater (per plot) | 40.00 | Outside Scope |
| Additional charge, where this includes naming of a street (per street) | 350.00 | Outside Scope |
| Additional charge, where this includes the naming of a building (e.g. block of flats) (per bloc | 350.00 | Outside Scope |
| <u>New Fees to be introduced in 26/27</u> | | |
| Individual property renaming or numbering (existing) | 150.00 | Outside Scope |
| Amendment Fee - Charge for making amendments to previously issued SNN certificates | 40.00 | Outside Scope |
| Address Confirmation Certificate - Fee for providing an official certificate confirming address | 30.00 | Outside Scope |
| Duplicate Certificate Fee - Charge for issuing duplicate certificates of address confirmation | 15.00 | Outside Scope |
| <u>Fees charged at a hourly rate</u> | | |
| Consultation Fee - consultation to Developers/property owners regarding street naming & n | 50.00 | Outside Scope |
| Historical Research Fee - for conducting historical research on property or street names. | 50.00 | Outside Scope |

Guidance to change or allocate a new address to your property can be accessed by following this link:

<http://www.runnymede.gov.uk/article/14492/Fees-street-naming-and-numbering>

Fees and charges

Other environment and sustainability charges

| | From
April 2026
£ | VAT
treatment |
|---|-------------------------|------------------|
| <u>Miscellaneous fees and charges</u> | | |
| <u>Street trading consents</u> | | |
| Basic fee | 1,100.00 | Outside Scope |
| Additional annual charge for each day of the week a trader operates | 1,100.00 | Outside Scope |

Premises and alcohol related licences

| | From
April 2026
£ | VAT
treatment | |
|---|-----------------------------|------------------|---------------|
| <u>Licensing Act 2003</u> | | | |
| <u>Main application fee</u> | | | |
| The application fee for a new premises licence, or conversion of an existing licence is based on rateable values as follows:- | | | |
| <u>Non City / Town Centre</u> | | | |
| Band A | Rateable value £0 to £4,300 | 100.00 | Outside Scope |
| Band B | £4,301 to £33,000 | 190.00 | Outside Scope |
| Band C | £33,001 to £87,000 | 315.00 | Outside Scope |
| Band D | £87,001 to £125,000 | 450.00 | Outside Scope |
| Band E | £125,001 and above | 635.00 | Outside Scope |
| <u>City / Town Centre where they are exclusively/ primarily used to sell alcohol</u> | | | |
| Band D | £87,001 to £125,000 | 900.00 | Outside Scope |
| Band E | £125,001 and above | 1,905.00 | Outside Scope |
| <u>Annual charge</u> | | | |
| The annual charge is due one year after the application fee was paid and is based on rateable values as follows:- | | | |
| <u>Non City / Town Centre</u> | | | |
| Band A | Rateable value £0 to £4,300 | 70.00 | Outside Scope |
| Band B | £4,301 to £33,000 | 180.00 | Outside Scope |
| Band C | £33,001 to £87,000 | 295.00 | Outside Scope |
| Band D | £87,001 to £125,000 | 320.00 | Outside Scope |
| Band E | £125,001 and above | 350.00 | Outside Scope |
| <u>City / Town Centre where they are exclusively/ primarily used to sell alcohol</u> | | | |
| Band D | £87,001 to £125,000 | 640.00 | Outside Scope |
| Band E | £125,001 and above | 1,050.00 | Outside Scope |
| Minor variations to premises licences and club premises certificates as per the Legislative reform order 2009 | 89.00 | Outside Scope | |

Fees and charges

Premises and alcohol related licences

| From
April 2026
£ | VAT
treatment |
|-------------------------|------------------|
|-------------------------|------------------|

Exceptionally large capacity sites

This is an additional charge for large events based on the number of attendees as follows:

New licence

| | | |
|------------------|-----------|---------------|
| 5,000 to 9,999 | 1,000.00 | Outside Scope |
| 10,000 to 14,999 | 2,000.00 | Outside Scope |
| 15,000 to 19,999 | 4,000.00 | Outside Scope |
| 20,000 to 29,999 | 8,000.00 | Outside Scope |
| 30,000 to 39,999 | 16,000.00 | Outside Scope |
| 40,000 to 49,000 | 24,000.00 | Outside Scope |
| 50,000 to 59,999 | 32,000.00 | Outside Scope |
| 60,000 to 69,999 | 40,000.00 | Outside Scope |
| 70,000 to 79,999 | 48,000.00 | Outside Scope |
| 80,000 to 89,999 | 56,000.00 | Outside Scope |
| 90,000 and over | 64,000.00 | Outside Scope |

Annual fee

The Annual fee is half the above thereafter

| | | |
|------------------|-----------|---------------|
| 5,000 to 9,999 | 500.00 | Outside Scope |
| 10,000 to 14,999 | 1,000.00 | Outside Scope |
| 15,000 to 19,999 | 2,000.00 | Outside Scope |
| 20,000 to 29,999 | 4,000.00 | Outside Scope |
| 30,000 to 39,999 | 8,000.00 | Outside Scope |
| 40,000 to 49,000 | 12,000.00 | Outside Scope |
| 50,000 to 59,999 | 16,000.00 | Outside Scope |
| 60,000 to 69,999 | 20,000.00 | Outside Scope |
| 70,000 to 79,999 | 24,000.00 | Outside Scope |
| 80,000 to 89,999 | 28,000.00 | Outside Scope |
| 90,000 and over | 32,000.00 | Outside Scope |

Personal Licences

| | | |
|---|-------|---------------|
| Application for a grant of personal licence | 37.00 | Outside Scope |
|---|-------|---------------|

Temporary events

| | | |
|------------------------|-------|---------------|
| Temporary event notice | 21.00 | Outside Scope |
|------------------------|-------|---------------|

Fees and charges

Premises and alcohol related licences

| | From
April 2026
£ | VAT
treatment |
|--|-------------------------|------------------|
| <u>Other licences</u> | | |
| Theft, loss, etc. of premises licences or summary | 10.50 | Outside Scope |
| Application for a provisional statement where premises being built etc. | 315.00 | Outside Scope |
| Pre Application fees - Application Checking Service | 34.00 | Outside Scope |
| Pre Application fees - Application Advice Service | 85.00 | Outside Scope |
| Pre Application fees - Full Pre Application Service | 332.00 | Outside Scope |
| Notification of change of name or address | 10.50 | Outside Scope |
| Application to vary licence to specify individual as premises supervisor | 23.00 | Outside Scope |
| Application for transfer of premises licence | 23.00 | Outside Scope |
| Interim authority notice following death etc. of licence holder | 23.00 | Outside Scope |
| Theft, loss etc. of certificate or summary | 10.50 | Outside Scope |
| Notification of change of name or alteration of rules of club | 10.50 | Outside Scope |
| Change of relevant registered address of club | 10.50 | Outside Scope |
| Theft, loss etc. of temporary event notice | 10.50 | Outside Scope |
| Theft, loss etc. of personal licence | 10.50 | Outside Scope |
| Duty to notify change of name or address | 10.50 | Outside Scope |
| Right of freeholder etc. to be notified of licensing matters | 21.00 | Outside Scope |

No fee shall be payable in respect of the above licences for an entertainment at a church hall, chapel hall or other similar building occupied in connection with a place of public religious worship, or at village hall, parish or community hall or other similar building. At the discretion of the Council no fee may be payable if the entertainment is of an educational or other like character or is given for charitable or other like purposes.

Fees and charges

Gambling licences

| | From
April 2026
£ | VAT
treatment |
|--|-------------------------|------------------|
| <u>Gambling Act 2005 licences and permits</u> | | |
| Registration of a society to promote a lottery | | |
| - Initial application fee | 40.00 | Outside Scope |
| - Annual | 20.00 | Outside Scope |
| <u>Gaming machine permits</u> | | |
| Clubs with 3 or more machines | Annual fee | 100.00 |
| | | Outside Scope |
| Licensed premises gaming machine permit | | |
| Conversion of existing permit | 100.00 | Outside Scope |
| New Permit | 150.00 | Outside Scope |
| First annual fee | 50.00 | Outside Scope |
| Annual fee | 50.00 | Outside Scope |
| Fee to vary permit | 100.00 | Outside Scope |
| Fee for transfer | 25.00 | Outside Scope |
| Fee for copy of permit | 15.00 | Outside Scope |
| Club gaming permit | | |
| Conversion of existing permit | 100.00 | Outside Scope |
| New Permit | 200.00 | Outside Scope |
| New (fast-track) clubs only | 100.00 | Outside Scope |
| First annual fee | 50.00 | Outside Scope |
| Annual fee | 50.00 | Outside Scope |
| Fee to vary permit | 100.00 | Outside Scope |
| Fee to renew | 200.00 | Outside Scope |
| Fee for copy of permit | 15.00 | Outside Scope |
| Club machine permit | | |
| Conversion of existing permit | 100.00 | Outside Scope |
| New Permit | 200.00 | Outside Scope |
| New (fast-track) clubs only | 100.00 | Outside Scope |
| First annual fee | 50.00 | Outside Scope |
| Annual fee | 50.00 | Outside Scope |
| Fee to vary permit | 100.00 | Outside Scope |
| Fee to renew | 200.00 | Outside Scope |
| Fee for copy of permit | 15.00 | Outside Scope |

Fees and charges

Gambling licences

| | From
April 2026
£ | VAT
treatment |
|--|-------------------------|------------------|
| <u>Gaming machine permits</u> | | |
| Prize gaming permit | | |
| Conversion of existing permit | 100.00 | Outside Scope |
| New Permit | 300.00 | Outside Scope |
| Fee to renew | 300.00 | Outside Scope |
| Fee to change name | 25.00 | Outside Scope |
| Fee for copy of permit | 15.00 | Outside Scope |
| Unlicensed family entertainment centre permit | | |
| Conversion of existing permit | 100.00 | Outside Scope |
| New Permit | 300.00 | Outside Scope |
| Fee to renew | 300.00 | Outside Scope |
| Fee to change name | 25.00 | Outside Scope |
| Fee for copy of permit | 15.00 | Outside Scope |
| <u>Regional Casino premises licence</u> | | |
| Initial fee | 15,000.00 | Outside Scope |
| Annual fee | 15,000.00 | Outside Scope |
| <u>Large Casino premises licence</u> | | |
| Initial fee | 10,000.00 | Outside Scope |
| Annual fee | 10,000.00 | Outside Scope |
| <u>Small Casino premises licence</u> | | |
| Initial fee | 8,000.00 | Outside Scope |
| Annual fee | 5,000.00 | Outside Scope |
| Converted Casino premises licence | 3,000.00 | Outside Scope |
| | Annual fee | |
| <u>Bingo premises licence</u> | | |
| Initial fee | 3,500.00 | Outside Scope |
| Annual fee | 1,000.00 | Outside Scope |
| <u>Adult gaming centre premises licence</u> | | |
| Initial fee | 2,000.00 | Outside Scope |
| Annual fee | 1,000.00 | Outside Scope |
| <u>Betting premises (track) licence</u> | | |
| Initial fee | 2,500.00 | Outside Scope |
| Annual fee | 1,000.00 | Outside Scope |
| <u>Betting shop premises licences</u> | | |
| Initial fee | 3,000.00 | Outside Scope |
| Annual fee | 600.00 | Outside Scope |
| Variation to a betting (other) premises licence | 1,500.00 | Outside Scope |
| <u>Family entertainment centre licences</u> | | |
| Initial fee | 2,000.00 | Outside Scope |
| Annual fee | 750.00 | Outside Scope |

Fees and charges

Taxi licences

| From
April 2026
£ | VAT
treatment |
|-------------------------|------------------|
|-------------------------|------------------|

Taxi and Hackney Carriage licensing fees (outside scope of VAT)

Vehicle applications

| | | |
|--|--------|---------------|
| Hackney Carriage licence | 277.00 | Outside Scope |
| Private hire vehicle licence | 242.00 | Outside Scope |
| Temporary Hackney Carriage/private hire vehicles for period of 14 days extendable to 28 days when the licence is for a replacement vehicle provided by a specialist company while accident damage repair is carried out on a licensed Hackney Carriage or private hire vehicle | 110.00 | Outside Scope |

Changes to licence

| | | |
|--|-------|---------------|
| Change of vehicle during the licensing period
(i.e. transfer to replacement vehicle for balance of licence period
- existing plate must be returned) | 83.00 | Outside Scope |
| Change of vehicle licence type during the licensing period
(e.g. from Hackney Carriage to private hire) | 83.00 | Outside Scope |
| Change of drivers licence during the licensing period
(e.g. From private hire to Hackney Carriage drivers licence) | 39.00 | Outside Scope |

Drivers licence new applications

| | | |
|---|--------|---------------|
| Combined Hackney Carriage and private hire drivers licence - one year | 305.00 | Outside Scope |
| Combined Hackney Carriage and private hire drivers licence - three year | 594.00 | Outside Scope |
| Private hire drivers licence - one year | 305.00 | Outside Scope |
| Private hire drivers licence - three year | 594.00 | Outside Scope |

Drivers licence renewals

| | | |
|---|--------|---------------|
| Combined Hackney Carriage and private hire drivers licence - one year | 219.00 | Outside Scope |
| Combined Hackney Carriage and private hire drivers licence - three year | 510.00 | Outside Scope |
| Private hire drivers licence - one year | 219.00 | Outside Scope |
| Private hire drivers licence - three year | 510.00 | Outside Scope |

Private hire operators licence (valid for 1 year)

| | | |
|------------------------|--------|---------------|
| 1 vehicle owner/driver | 248.00 | Outside Scope |
| 2 - 5 vehicles | 257.00 | Outside Scope |
| 6 - 20 vehicles | 289.00 | Outside Scope |
| 21 - 40 vehicles | 332.00 | Outside Scope |
| 41 - 60 vehicles | 376.00 | Outside Scope |
| 61 - 80 vehicles | 419.00 | Outside Scope |
| 81 - 100 vehicles | 462.00 | Outside Scope |

Private hire operators licence (valid for 5 years)

| | | |
|------------------------|--------|---------------|
| 1 vehicle owner/driver | 782.00 | Outside Scope |
| 2 - 5 vehicles | 790.00 | Outside Scope |
| 6 - 20 vehicles | 823.00 | Outside Scope |
| 21 - 40 vehicles | 866.00 | Outside Scope |
| 41 - 60 vehicles | 909.00 | Outside Scope |
| 61 - 80 vehicles | 952.00 | Outside Scope |
| 81 - 100 vehicles | 996.00 | Outside Scope |

Fees and charges

Taxi licences

| | From
April 2026
£ | VAT
treatment |
|---|-------------------------|------------------|
| <u>Pre application and other charges</u> | | |
| Failure to keep appointment / comply with renewal procedures | 73.00 | Outside Scope |
| Knowledge test including re-takes for Hackney Carriage Drivers | 73.00 | Outside Scope |
| Knowledge test to go from being a Private Hire Driver to a Hackney Carriage Driver | 64.00 | Outside Scope |
| Knowledge test including re-takes for Private Hire Drivers and Private Hire Operators | 64.00 | Outside Scope |
| Disclosure & Barring Service (DBS) fixed fee (£49.50) plus processing charges
£18 Runnymede Borough Council and £10.5 Surrey County Council. | 78.00 | Outside Scope |

Any change of vehicle during the licensing period will be charged at the appropriate vehicle licence rate. Credit will not be given for unexpired period of vehicles or drivers licences if the licence is surrendered.

Other licences

| | From
April 2026
£ | VAT
treatment |
|---|-------------------------|------------------|
| <u>Registration fees</u> | | |
| Ear piercing, electrolysis, tattooing and acupuncture | | |
| - Practitioners | 168.00 | Outside Scope |
| - Premises | 267.00 | Outside Scope |
| Sex establishments | 1,356.00 | Outside Scope |
| Sex establishments | 372.00 | Outside Scope |
| | | Initial fee |
| | | Annual fee |
| <u>Mobile homes site licences</u> | | |
| Application for new site licence for single unit site | 726.00 | Outside Scope |
| plus charge for each additional unit | 11.42 | Outside Scope |
| Application for fit and proper person licence | 473.00 | Outside Scope |
| Additional FPPT application for same relevant person and site owner | 137.00 | Outside Scope |
| FPPT fee for each additional person | 137.00 | |
| Application to transfer or amend a site licence | 433.00 | Outside Scope |
| Application for amendment to a site licence (up to 2 conditions) | 199.00 | Outside Scope |
| Additional conditions (with amendment application) | 34.00 | Outside Scope |
| Application for a replacement copy of a site licence | 43.00 | Outside Scope |
| Annual licence fee for a single unit site | 59.00 | Outside Scope |
| plus an additional £7.40 for each additional unit up to 101 units | 7.40 | Outside Scope |
| plus an additional £5.30 for each additional unit up to 201 units | 5.30 | Outside Scope |
| plus an additional £4.20 for each additional unit over 201 | 4.20 | Outside Scope |
| Fee for the deposit of site rules | 199.00 | Outside Scope |
| <u>Other licences and permits</u> | | |
| Scrap metal dealers site licence (3 year licence) | 462.00 | Outside Scope |
| Scrap metal collectors licence (3 year licence) | 293.00 | Outside Scope |
| Charity collection permits: | | |
| House to house collections | Free | Outside Scope |
| Street collections | Free | Outside Scope |
| <u>Certificate of suitability</u> | | |
| Film certification | 522.00 | Outside Scope |
| <u>Pavement Licence</u> | | |
| Application for new pavement licence | 500.00 | Outside Scope |
| Application for the renewal of the pavement licence | 350.00 | Outside Scope |

Fees and charges

Planning and Building Control Services

| | From
April 2026
£ | VAT
treatment |
|---|-------------------------|------------------|
| <u>Local Plan and Policies map</u> | | |
| Cost of printing the Runnymede 2030 Local Plan Policies Map including p&p | 107.50 | Outside Scope |
| Cost of printing the Runnymede 2030 Local Plan plus p&p. | 43.00 | Outside Scope |
| <u>Planning fees</u> | | |
| Planning application fees
- Set by Statute | | Outside Scope |
| Pre-Application advice service fees
- Set by the Planning Committee on 23 October 2019 | | Standard |
| High hedges complaint fee
- Charge for processing and resolving dispute | 869.00 | Outside Scope |
| <u>Building control fees</u> | | |
| Set by the Planning Committee with guidance issued by Local Authority Building Control | | Standard |
| Set by the Planning Committee with guidance issued by Local Authority Building Control | | Outside Scope |
| <u>Supply of Planning and Building Control histories, technical enquiries, background information and for checking compliance with planning Consents and conditions.</u> | | |
| A minimum fee in respect of enquiries involving site inspections for the purpose of checking compliance with planning conditions | 319.73 | Outside Scope |
| A minimum fee for general enquiries for the supply of planning and building control histories and background information on sites | 121.00 | Outside Scope |
| Building Safety Regulator - Hourly Rate Vat Inclusive | 119.00 | Standard |
| Building Control completion letter | 54.90 | Outside Scope |
| <u>Search and copying fees, paper/electronic (micro-fiche) (includes VAT)</u> | | |
| Search and copying fees - planning decision notices | 45.20 | Standard |
| Copies of 106 Agreements and appeal decisions | 45.20 | Standard |
| Background papers / miscellaneous documents | 4.63 | Standard |
| A4 print from website | 0.34 | Standard |

Fees and charges

Corporate and Business Services

| | From
April 2026
£ | VAT
treatment |
|---|-------------------------|------------------|
| <u>Register of Electors</u> | | |
| Sale of Register of Electors - published full registers - charges set by legislation | | |
| Data format | 20.00 | Outside Scope |
| plus for every 1,000 entries or part thereof | 1.50 | Outside Scope |
| Printed paper format | 10.00 | Outside Scope |
| plus for every 1,000 entries or part thereof | 5.00 | Outside Scope |
| Sale of Overseas register of Electors - published full registers - charges set by legislation | | |
| Data format | 20.00 | Outside Scope |
| plus for every 100 entries or part thereof | 1.50 | Outside Scope |
| Printed paper format | 10.00 | Outside Scope |
| plus for every 100 entries or part thereof | 5.00 | Outside Scope |
| Sale of Register of Electors - marked registers - charges set by legislation | | |
| Data format | 20.00 | Outside Scope |
| plus for every 1,000 entries or part thereof | 1.00 | Outside Scope |
| Printed paper format | 10.00 | Outside Scope |
| plus for every 1,000 entries or part thereof | 2.00 | Outside Scope |
| Sale of Register of Electors - published edited registers - charges set by legislation | | |
| Data format | 20.00 | Outside Scope |
| plus for every 1,000 entries or part thereof | 1.50 | Outside Scope |
| Printed paper format | 10.00 | Outside Scope |
| plus for every 1,000 entries or part thereof | 5.00 | Outside Scope |

Fees and charges

Corporate and Business Services

| | From
April 2026
£ | VAT
treatment |
|--|-------------------------|------------------|
| <u>Local land charges search fees</u> | | |
| CON 29 enquiry form:- | | |
| Commercial | 585.00 | Standard |
| Residential | 555.00 | Standard |
| Each extra taxable assessment | 63.00 | Standard |
| Optional part II enquiry | 63.00 | Standard |
| Additional enquiry | 63.00 | Standard |
| Con29 (Part 1) Individual Enquiries (RBC held data) £48 each | 48.00 | |
| | | |
| General:- | | |
| Copy Search | 18.00 | Standard |
| Copy of legal agreement (including plans) | 45.00 | Standard |
| | | |
| <u>Council Tax</u> | | |
| Court costs | 109.00 | Outside Scope |
| | | |
| <u>Business Rates</u> | | |
| Court costs | 156.00 | Outside Scope |
| | | |
| <u>Other charges (VAT charged where applicable)</u> | | |
| Freedom of information - staff time per hour | 25.00 | Standard |
| Environmental Information regulations - staff time per hour | 25.00 | Standard |
| Data Protection Subject Access Request - per request - charges set by legislation | Nil | Outside Scope |
| Provision of photocopies of documents under the Local Government (Access to Information Act 1986) (per page) | 0.34 | Standard |
| Provision of photocopies generally | | |
| - Printing/copying A4 documents (per page) | 0.34 | Standard |
| - Printing/copying A3 documents (per page) | 0.40 | Standard |

Fees and charges

Corporate and Business Services

| | From
April 2026
£ | VAT
treatment |
|--|-------------------------|------------------|
| <u>Corporate Properties</u> | | |
| Garage rentals (per week) | | |
| If included with house | 14.89 | Outside Scope |
| Private rental | 17.87 | Standard |
| <u>Acquisitions</u> | | |
| Managing Acquisitions | 1,500.00 | Standard |
| <u>Disposals</u> | | |
| Sale of property enquiries - refundable if sale proceeds | To be reviewed | Standard |
| CPSE forms in connection with freehold/leasehold disposals | 500.00 | Standard |
| Disposal of Council Land (at 3rd Party's request) (Regardless of completion) | 750.00 | Standard |
| Managing Disposals (Marketing, negotiations, liaison with legal, including abortive cases) | 750.00 | Standard |
| <u>Leasing & Lettings</u> | | |
| New Lettings (of various sectors) | 750.00 | Standard |
| Lease re-gear | 750.00 | Standard |
| Rent Reviews (of various sectors) | 750.00 | Standard |
| Lease Renewals | 750.00 | Standard |
| Grant of new lease (of various sectors) | 750.00 | Standard |
| Responding to CPSE's for new commercial lettings | 500.00 | Standard |
| <u>Licences</u> | | |
| Short Term Licence | 250.00 | Standard |
| Medium Term Licence | 400.00 | Standard |
| High Risk / Sales licence | 650.00 | Standard |
| Shared land use/Event Licencing/Pop-ups | 300.00 | Standard |
| <u>Consents</u> | | |
| Licence to Alter | 500.00 | Standard |
| Licence to Assign | 500.00 | Standard |
| Consent to Underlet | 500.00 | Standard |
| Tenancy at Will (Occupation with landlord's consent) | 250.00 | Standard |
| <u>Statutory Consents & Access Rights</u> | | |
| Grant of Easement or Wayleave to statutory undertaker | To be reviewed | Standard |
| Grant of Wayleave other than to statutory undertaker (Regardless of completion) | 500.00 | Standard |
| Grant of Easement other than to statutory undertaker (Regardless of completion) | 750.00 | Standard |
| Complex Easement e.g. access road, substation, development-related) | 1,500.00 | Standard |
| Non-Urgent: Completion of Leasehold Property Enquiries (LPE1 Sales Pack requests) | To be reviewed | Standard |
| Urgent: Completion of Leasehold Property Enquiries (LPE1 Sales Pack requests) | To be reviewed | Standard |
| <u>Lease Compliance & Legal Variations</u> | | |
| Breach of Lease Enforcement Actions (e.g. monitoring, issuing default notices) | To be reviewed | Standard |
| Regularisation of Unauthorised Occupation (e.g. retrospective licences or leases) | To be reviewed | Standard |
| Deed of Variation (e.g. to vary lease terms) | To be reviewed | Standard |
| Surrender of Lease or Licence (Negotiated or Mutual) | To be reviewed | Standard |
| Break Notice Review & Response (Landlord side assessment of compliance) | To be reviewed | Standard |
| Grant of Landlord permission by Letter licence (Whether granted or not e.g Alteration/release) | To be reviewed | Standard |
| <u>Charging or Recovery Activities</u> | | |
| Utilities Recharging - where managed internally | 5% of total rech | Standard |
| Rent Arrears Recovery Actions (e.g. chasing, payment plans, instructing agents) | To be reviewed | Standard |
| Service Charge Budgeting/Appportionment (if applicable) | 10% of total buc | Standard |
| <u>Building Surveying & Property Advice</u> | | |
| Building Surveying - Dilapidations | 750.00 | Standard |
| Building Surveying - Licence to alter review | 500.00 | Standard |
| Building Surveying - Surveys | 750.00 | Standard |
| Building Surveying - Preparation of Schedule of Dilapidations | 900.00 | Standard |
| Building Surveying - Party Wall matters | 750.00 | Standard |
| Building Surveying - Advice on maintenance issues | 100.00 | Standard |
| Monitoring Capital Projects (where in-house PM support is given) | 3% of project cc | Standard |
| Reviewing Tenant Fit-Out Proposals | 500.00 | Standard |
| Planned Maintenance Schedules / Conditions Surveys | To be reviewed | Standard |
| Oversight/Management of Third- Party Projects on Council Land (e.g. EV Charging install) | To be reviewed | Standard |
| Public realm enhancements funded by developers or partners (e.g. project input or landlow) | To be reviewed | Standard |

Fees and charges

Corporate and Business Services

Strategic Asset & Regeneration Planning

| | | |
|--|--------|----------|
| Site Inspections/Monitoring | 150.00 | Standard |
| Feasibility work (when linked to regeneration or disposal decisions) | 750.00 | Standard |
| Support to planning process (internal land) | 500.00 | Standard |

Civic Centre accommodation charges

| | | | |
|----------------------------------|------------------------------|--------|----------|
| Council Chamber | Community use per hour | 50.00 | Standard |
| | Semi commercial use per hour | 98.00 | Standard |
| | Commercial use per hour | 146.00 | Standard |
| Committee Room | Community use per hour | 25.00 | Standard |
| | Semi commercial use per hour | 49.00 | Standard |
| | Commercial use per hour | 74.00 | Standard |
| Foyer/Meeting Rooms/Members Room | Community use per hour | 13.00 | Standard |
| | Semi commercial use per hour | 25.00 | Standard |
| | Commercial use per hour | 37.00 | Standard |
| Out of hours reception cover | per hour | 49.50 | Standard |

Sale of agendas and civic publications

| | | |
|---|---------|---------------|
| Sale of copy agendas per annum | | |
| Residents groups etc. - All Committees | 258.40 | Outside Scope |
| Residents groups etc. - individual main Committee only (except Planning) | 72.20 | Outside Scope |
| Residents groups etc. - Planning Committee only | 214.70 | Outside Scope |
| Commercial organisations - All Committees | 1024.10 | Outside Scope |
| Commercial organisations - Individual Main Committee only (except Planning) | 226.10 | Outside Scope |
| Commercial organisations - Planning Committee only | 665.00 | Outside Scope |
| Sale of copy agendas - Individual copies | 7.22 | Outside Scope |
| Sale of copy minute book | | |
| Residents groups etc. - per annum | 107.73 | Outside Scope |
| Residents groups etc. - per individual copy | 19.38 | Outside Scope |
| Commercial organisations - per annum | 369.36 | Outside Scope |
| Commercial organisations - per individual copy | 94.43 | Outside Scope |

Capital Programme 2025/26 to 2033/34

| Scheme Details | Approval Date | Total Budget | Actual to 31 Mar 25 | Revised 2025/26 | Budget 2026/27 | Budget 2027/28 | Budget 2028/29 | Budget 2029/30 | Budget 2030/31 | Budget 2031/32 | Budget 2032/33 | Budget 2033/34 | Comments |
|--|------------------|--------------------|---------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---|
| | | £ | £ | £ | £ | £ | £ | £ | £ | £ | £ | £ | |
| - Combined HR & Payroll system | CMC - Oct 2022 | 235,000 | 233,463 | 1,537 | | | | | | | | | |
| - Telephony system | CMC - March 2025 | 60,000 | | 60,000 | | | | | | | | | |
| - Parking Services system | CMC - Sept 2021 | 9,000 | 2,300 | 6,700 | | | | | | | | | |
| - Environmental Services (Waste Collection) system | CMC - Dec 2023 | 50,000 | 28,712 | 21,288 | | | | | | | | | |
| - Website Template Review - accesibility and customer improvements | CMC - Jun 2024 | 10,000 | | 10,000 | | | | | | | | | |
| - E-Procurement System | Provision | 50,000 | | | | 50,000 | | | | | | | Scheme subject to future committee report |
| - Environmental Health system | CMC - Nov 2024 | 300,000 | | | | 300,000 | | | | | | | |
| - Combined HR & Payroll system | Provision | 250,000 | | | | | | 250,000 | | | | | Scheme subject to future committee report |
| - Asset Management System | Provision | 100,000 | | | | 100,000 | | | | | | | Scheme subject to future committee report |
| - Cemetery BACAS system | Provision | 50,000 | | | 50,000 | | | | | | | | Scheme subject to future committee report |
| - CIL Software | Provision | 25,000 | | | | 25,000 | | | | | | | Scheme subject to future committee report |
| - Council Tax, Business Rates & Benefits system | Provision | 350,000 | | | | | | | | | | 350,000 | Scheme subject to future committee report |
| - Digital Services Helpdesk software (ZenDesk) | Provision | 30,000 | | | | 15,000 | | | | | 15,000 | | Scheme subject to future committee report |
| - Disaster Recovery Hardware | Provision | 70,000 | | | 70,000 | | | | | | | | Scheme subject to future committee report |
| - Document Management system | Provision | 350,000 | | | | | | | | | | 350,000 | Scheme subject to future committee report |
| - Elections Software | Provision | 60,000 | | | | 60,000 | | | | | | | Scheme subject to future committee report |
| - Environmental Services (Waste Collection) system | Provision | 200,000 | | | | 200,000 | | | | | | | Scheme subject to future committee report |
| - Income Management System | Provision | 60,000 | | | | 60,000 | | | | | | | Scheme subject to future committee report |
| - Insurance LACHS system | Provision | 30,000 | | | | 30,000 | | | | | | | Scheme subject to future committee report |
| - Legal Case Management System | Provision | 60,000 | | | | 60,000 | | | | | | | Scheme subject to future committee report |
| - Modern.gov system | Provision | 40,000 | | | | 40,000 | | | | | | | Scheme subject to future committee report |
| - Planning, Building Control and Land Charges system | Provision | 130,000 | | | | | | | | | | 130,000 | Scheme subject to future committee report |
| - Treasury Management System | Provision | 15,000 | | | | 15,000 | | | | | | | Scheme subject to future committee report |
| - Website, Forms and Customer Relationship Management System | Provision | 290,000 | | | | 290,000 | | | | | | | Scheme subject to future committee report |
| Sub-totals | | 186,284,705 | 160,888,684 | 5,417,324 | 2,938,697 | 3,065,000 | 3,442,000 | 6,197,000 | 793,000 | 1,142,000 | 867,000 | 1,534,000 | |
| Summary | | | | | | | | | | | | | |
| Housing Revenue Account | | 55,356,815 | 997,559 | 18,218,475 | 14,008,800 | 21,348,000 | 19,550,000 | 14,715,981 | 11,428,000 | 11,742,000 | 12,065,000 | 12,397,000 | |
| Housing Services | | | | | | | | | | | | | |
| Community Services | | 12,745,675 | 386,993 | 1,759,982 | 2,251,175 | 1,221,775 | 1,310,275 | 927,375 | 934,375 | 1,282,575 | 1,315,875 | 1,355,275 | |
| Environment & Sustainability | | 11,375,725 | 65,900 | 2,719,585 | 2,255,800 | 1,281,700 | 3,761,992 | 100,000 | 100,000 | 192,000 | 898,748 | | |
| Corporate and Business Services | | 186,284,705 | 160,888,684 | 5,417,324 | 2,938,697 | 3,065,000 | 3,442,000 | 6,197,000 | 793,000 | 1,142,000 | 867,000 | 1,534,000 | |
| Total | | 265,762,920 | 162,339,136 | 28,115,366 | 21,454,472 | 26,916,475 | 28,064,267 | 21,940,356 | 13,255,375 | 14,358,575 | 15,146,623 | 15,286,275 | |
| Financed by | | | | | | | | | | | | | |
| Housing Revenue Account Reserves | | | | 883,275 | 374,000 | 7,888,796 | 4,923,300 | 2,550,981 | | | | | |
| Housing Major Repairs Reserve | | | | 12,296,000 | 9,995,000 | 10,535,000 | 11,825,000 | 11,122,000 | 11,428,000 | 11,742,000 | 12,065,000 | 12,397,000 | |
| General Fund Reserves | | | | 115,000 | | | | | | | | | |
| Earmarked General Fund Reserves | | | | 3,934,411 | 3,519,997 | 2,423,900 | 6,108,266 | 4,085,900 | 886,900 | 1,706,100 | 2,171,148 | 1,978,800 | Assumes revenue funding when Capital Receipts run out |
| Other Grants & Contributions: | | | | 3,534,906 | 5,384,275 | 2,225,903 | 3,862,175 | 1,953,475 | 910,475 | 910,475 | 910,475 | | |
| Capital Receipts | | | | 7,351,774 | 2,181,200 | 3,842,876 | 1,345,526 | 2,228,000 | 30,000 | | | | |
| Borrowing | | | | | | | | | | | | | |
| | | | | 28,115,366 | 21,454,472 | 26,916,475 | 28,064,267 | 21,940,356 | 13,255,375 | 14,358,575 | 15,146,623 | 15,286,275 | |