

## REPORT OF CABINET

(Meetings held on 7 November and 5 December 2001)

### 1. **STILLWATER PARK, RINGWOOD (REPORTS B AND L – 7 NOVEMBER AND 5 DECEMBER 2001) (MINUTE NOS. 106 AND 132 )**

The Cabinet has considered reports detailing the results of investigations into the possible market interest in a disposal of Stillwater Park, North Poulner, Ringwood, and the views of the appropriate Review Panels.

To gauge the level of interest in a possible disposal of the Park, advertisements were placed in both local and national press and expressions of interest invited from parties interested in running the facility as a mobile home park.

Although Ringwood Town Council had expressed an interest in acquiring the Park they did not submit an expression of interest through this particular exercise.

The Cabinet considered in detail the various options open to them including the sale to Ringwood Town Council, together with the comments of a resident, speaking on behalf of the Independent Park Homes Advisory Service which represents some of the residents at Stillwater Park, and a local ward member.

The Cabinet were aware that opportunities for new homes in the District were very limited and therefore the Council needed to review all of its assets. There were a number of families in bed and breakfast and all options that might help alleviate that situation needed to be considered.

After discussion the Cabinet agreed that further discussions should be held with the Registered Social Landlord who submitted the highest preliminary bid with a view to inviting that Registered Social Landlord to submit a firm bid.

Subsequently this decision was called in by one member of the Council and a joint meeting of the Corporate and Finance and Housing, Health and Social Exclusion Review Panels took place to review the decision.

The Housing Health and Social Exclusion Panel recommended to the Cabinet that:-

- (i) the proposed negotiations with the previously identified Registered Social Landlord should cease forthwith and that the sale of the Stillwater Park Mobile Home site to the residents be pursued;
- (ii) in the event of such negotiations proving unsuccessful, negotiations be opened with another democratically-elected body; and
- (iii) suitable covenants be entered into with any prospective purchasers in order to prevent the resale of the site and to safeguard the security of residents.

The Corporate and Finance Panel recommended that:-

- (i) a sale of Stillwater Park should be progressed to the higher bidder, subject to suitable safeguards being incorporated to protect the security of tenure of residents; and

- (ii) in the event of such negotiations failing, further negotiations be held with the next highest bidder, with the incorporation of the same safeguards, until a satisfactory conclusion is reached.

The Cabinet at their subsequent meeting considered these recommendations together with further representations from the local ward member.

They agreed that discussions with the preferred Registered Social Landlord should continue. It was important that the residents and the local members were fully briefed on the future vision for Stillwater Park and, with this in mind, it was noted that a meeting had been arranged, the detail of which was still to be finalised, to enable all the interested parties to discuss the issues and exchange information.

The Cabinet will consider a further report on the outcome of those discussions in due course.

**2. INSURANCE PREMIUMS – 2001/2002 (REPORT C – 7 NOVEMBER 2001) (MINUTE NO. 107).**

The Cabinet have considered a report setting out the increases in insurance premiums above the Council's original budget.

The significant hardening of the insurance market as a result of the general increases in both numbers and values of claims by all insurers' customers, not specifically those made by this Council, has resulted in the increases.

A long term arrangement with the Council's insurers Zurich Municipal, allows for a 10% discount on most premiums. This agreement has produced significant savings in premiums in previous years. An independent firm of insurance brokers, used to advise on insurance provision and cost, advise that the premiums charged by the Council's current insurers are competitive and represent the current best value.

The Cabinet have agreed to a supplementary estimate in the sum of £10,160 from the Housing Revenue Account Reserve to meet the additional cost of insurance premiums for 2001/2002.

In addition the Cabinet:-

***RECOMMENDED:***

***That a supplementary estimate from the General Reserve be approved in the sum of £36,805 to meet the additional cost of insurance premiums for 2001/02.***

**3. EXPENDITURE PLAN AND FINANCIAL STRATEGY UPDATE (REPORT E – 7 NOVEMBER AND 5 DECEMBER 2001) (MINUTE NOS. 109 AND 124)**

The Cabinet have considered a report setting out the position to date on the Expenditure Plan proposals and the financial strategy. It is still very early in the budget process but, the Local Government Financial Settlement recently announced by the Government, while provisional, is very disappointing. The Council's Standard Spending Assessment has been increased by 4.1% but the Government will only fund 1.38% more.

The results of the gearing effect will increase the adverse impact on the Council Tax and Members noted that consideration would need to be given to reductions in service; use of reserves and higher Council Tax rises in order to maintain a balanced budget.

A detailed budget will be presented to the Cabinet in January which will include feedback from Review Panels and Committees. The Cabinet will consider the final budget recommendations in February and they agreed a number of issues that they would wish the Council to agree in relation to the General Reserve Fund and the Financial Strategy at that time.

As part of the budget process the Council annually review their fees and charges for services. In order to maximise the benefit to the Council a number of these charges need to be implemented from 1 January 2002. The Council therefore need to consider the review of fees and charges in advance of the overall budget proposals and Council's tax setting process.

In discussing the fees and charges the Cabinet agreed that the proposed increase in beach hut fees for New Forest District Council residents should be reduced from £50 to £25.

**RECOMMENDED:**

***That the fees and charges as detailed in Appendix 1 to this report be approved with effect from 1 January 2002.***

**4. PROPOSED CHANGES TO IMPROVEMENT GRANT POLICY (REPORT F – 7 NOVEMBER 2001) (MINUTE NO. 110)**

The Cabinet have agreed two minor changes to the current Improvement Grant Policy. The first change is to increase the priority threshold for people over 60 who apply for home repairs assistance (HRA Grant). The current policy threshold (the basic State Pension) is lower than the one for minimum income guarantee (the new name for Income Support). This has resulted in some applicants who are not on Income Support being rejected even though they would qualify for Income Support if they were to apply.

The threshold will now be brought in line with the minimum Income Guarantee. This will mean that applicants over 60 years of age who have income of less than the Income Guarantee level and with savings of less than £6,000 will be given equal priority to applicants who are already on an income related benefit.

For people who are disabled and require adaptations to a mobile home the DTLR criteria will be used. This will mean that all people over 60 are eligible and those under 60 who are on income related benefit are also eligible.

The second change the Cabinet have agreed is to limit the amount of renovation grant for individual applicants to £30,000. At present there is no limit on the amount of renovation grant. The limit of £30,000 will ensure resources are used to help as many different people as possible. Where the cost of works exceeds £30,000 it is anticipated that applicants will be referred to the new Care and Repair Agency who will investigate other sources of funding or encourage the use of equity release. This is in line with the recent DTLR proposal to place a greater emphasis on people using their own resources when carrying out repairs and improvements.

**5. NEW FOREST DISTRICT LOCAL STRATEGIC PARTNERSHIP (REPORT G – 7 NOVEMBER 2001) (MINUTE NO. 111)**

The New Forest District Local Strategic Partnership (LSP) brings together the main contributors to the economic, social and environmental wellbeing of the district and covers public, private and voluntary sectors.

The Cabinet have agreed that the Leader of the Council and Cllr Robinson be appointed to serve as this Council's representatives on the LSP. The Cabinet have also appointed the Chief Executive as the deputy for either member. The first meeting of the LSP took place on 14 November when its aim, terms of reference and draft action points were agreed. It also identified the key issues facing the District from each of the member organisations perspectives. This will help inform the first Community Strategy for the District.

**6. APPLETREE COURT – RENEWAL OF ELECTRICAL SUPPLY (REPORT H – 7 NOVEMBER 2001) – (MINUTE NO. 112)**

The existing electrical main at Appletree Court has reached its maximum capacity and needs to be replaced. The completion of the heating upgrade scheme, the installation of the CCTV Control Room and a platform lift for the disabled will not be able to be completed without an increased electrical supply.

The electrical supply company advised that it would take approximately 12 weeks from receipt of order to commencement of works on site. With this in mind, in accordance with Financial Regulation 2.4, the Cabinet and the Finance and Support Portfolio Holder have supported the view that the Director of Resources, as a matter of urgency, should approve the following virements in order that the works can commence as soon as possible:-

Corporate and Finance Portfolio		<b>Budget £</b>
1.	Appletree Court – Council Chamber refurbishment (Code 108105)	18,000
2.	Appletree Court – Replace external lighting lanterns (Code 108103)	4,000
3.	Town Hall, Lymington – Replace Heating Pipes (Code 108405)	8,000
4.	Appletree Court – Refurbishment of Heating Systems	<u>8,000</u>
		<u>38,000</u>
Crime and Disorder Portfolio		
1.	CCTV Programme (Code 103051)	<u>8,000</u>
	<b>TOTAL</b>	<b><u>£46,000</u></b>

**7. TECHNICAL AMENDMENT TO COUNCIL CONSTITUTION (7 NOVEMBER 2001) – (MINUTE NO. 114)**

In the light of recent legislation the Cabinet have recommended the following technical amendments to the Council's constitution:-

**RECOMMENDED:**

***That the first sentence of the General Purposes and Licensing Committee's terms of reference be amended as follows:***

(words struck through to be deleted, words in bold italics to be added)

*"To be responsible for all matters relating to the ~~administration of licences~~ **licensing and registration functions** determined by the Council under Part B, **and the functions relating to public rights of way determined by the Council under Part I,** of Schedule 1 to the Local Authorities (Functions and Responsibilities) (England) Regulations 2000"*

**8. ANNUAL AUDIT LETTER 2000/2001 (REPORT I – 7 NOVEMBER 2001) (MINUTE NO. 115)**

The Cabinet have noted with pleasure the annual audit letter summarising the work undertaken by the District Auditor for the previous year. Overall the picture is one of satisfaction from the Auditor with some areas needing further development in the near future. The Council is aware of these and is taking action to address them.

In particular the Best Value Performance Audit was very positive and showed significant levels of commitment throughout the Council. District Audit were of the view that the Council had made significant progress in developing its new political structures but some further work was needed on defining the role of Review Panels.

A White Paper due to be published in 2002 would differentiate between Audit and inspection and would place all authorities into four different levels of performance. Based on New Forest District Council's current performance District Audit were of the view that they would not expect the Council to be placed in anything less than the upper levels of achievement.

**9. COASTAL PROTECTION STRATEGY (REPORT B – 5 DECEMBER 2001) (MINUTE NO. 120)**

The Council's first Coast Protection Strategy document was prepared in 1987. Since that time there have been a number of changes affecting the coast protection function. The Department for Environment, Food and Rural Affairs (DEFRA) now require all local authorities exercising powers under the Coast Protection Act (1949) to develop Shoreline Management Plans (SMP's) and subsequently Coastal Defence Strategies (CDS).

From 1 April 1996 the Environment Agency assumed the flood defence functions previously exercised by the National Rivers Authority. In addition DEFRA high level targets came into operation on 1 April 2000.

The Council's Coast Protection Strategy document has now been comprehensively revised to incorporate the changes that have occurred since the last revisions. Members were pleased to note that the New Forest approach was being used as a model for the South East Region.

A copy of the revised Coast Protection Strategy is available on the Council's ForestNet and a hard copy is available in the Members' Room.

**RECOMMENDED:**

***That the revised Coastal Protection Strategy be approved.***

**10. CORPORATE IDENTITY AND RE-BRANDING OF THE COUNCIL'S IMAGE  
(REPORT C – 5 DECEMBER 2001) (MINUTE NO. 121)**

Introduced over a decade ago, the current strapline and logo appear dated and project an image that is not at the cutting edge of social innovation nor in line with the Disability Discrimination Act.

People with learning disabilities and/or sight impairment find the images difficult to read and understand. Furthermore, it does not lend itself to electronic branding and the electronic exchange of information.

The Cabinet have supported the proposed new Corporate Identity and suggest that the first stages of the transition from the existing identity to the new one should take place at the beginning of 2002. The revamped style will be phased in over a period of time, thus allowing for the natural wastage of equipment and signage.

The new Corporate Identity makes more use of the heraldic device awarded to the New Forest District Council in 1974 and perpetuates the motto *Old Yet Ever New*. An additional slogan of *New Forest District Council – The Heart of the Forest* has also been suggested as epitomising the position the Council holds among the many communities within the District.

The Coat of Arms was designed to show the union of the Forest and the Coastline, this is achieved by using elements from the shields of earlier authorities which became part of the larger New Forest District Council. From the former Rural District Council comes the head of a stag, while the ancient ship cupped in the antlers of the stag comes from the crest of Lymington, the colouring azure and white is taken from the arms of Ringwood and Fordingbridge.

The Cabinet were pleased to note that, in the current financial climate when the Council are under severe budget pressures, the gradual introduction of the new logo will generate savings rather than costing money.

The area in which the greatest savings can be made is that of paper stocks and printing. It is anticipated that a saving of £10,000 can be made simply by buying paper from an alternative stationery specialist who will print and overprint the paper, cutting out the need for paper to be handled by an approved printer. The favourable cost saving can only be made in this area because the proposed logo will be printed in two colours and not three.

The Corporate and Finance Review Panel have supported all the proposals put forward.

In view of the impact of these proposals the Cabinet are of the view that this is a matter that the full Council should approve.

Considering the positive benefits and savings it is:-

**RECOMMENDED:**

- (a) That the Council adopt the modernised heraldic device/badge, attached as Appendix 2 to this report, motto and additional slogan, New Forest District Council – The Heart of the Forest and that the change in identity be introduced in the areas where cost savings can be made immediately;**
- (b) That change gradually be phased in elsewhere in the Council when and where necessary thus allowing for wastage of equipment and signage and its natural replacement within budgets;**
- (c) That this matter be one that the full Council should approve.**

**11. LYMINGTON RECREATION CENTRE – CONSTRUCTION OF AN EXTENSION TO THE SPORTS HALL STORE (REPORT D – 5 DECEMBER 2001) (MINUTE NO. 122)**

The facilities provided for the community at Lymington Recreation Centre include a school sports hall which is regularly used for school examinations. In order for the community programme to continue uninterrupted, desks and chairs required for the examinations need to be removed every evening prior to community use and, following the evening's activities, replaced ready for the following morning.

Due to the way in which the desks have to be stored a number of health and safety concerns have recently arisen. It has not been possible to find alternative storage areas within the school or the Recreation Centre. The estimated cost of constructing an extension to the store is £22,500 for which there is no budgetary provision. An extension would allow the desks and chairs to be stored properly with no health and safety implications for employees.

The loss of income for leaving the desks in the hall for the duration of the exams is estimated at £14,556. Against that the estimated loss of income from moving the desks onto the end court of the sports hall is £6,228 with a potential for a further loss of income should more week-end bookings occur.

It is therefore:-

**RECOMMENDED:**

***That, subject to any required planning permission being granted and successful negotiation with the County Council, a supplementary capital estimate of £22,500 be agreed in order to construct an extension to the store at Lymington Recreation Centre.***

**12. FINANCIAL REPORT FOR THE PERIOD APRIL 2001 – SEPTEMBER 2001 (REPORT E – 5 DECEMBER 2001) (MINUTE NO. 123)**

The Cabinet have considered a report setting out the forecast budget variations of all Portfolios and Committees from the approved original estimates for 2001/2002.

In relation to the General Fund the new variations show a net increase in expenditure of £44,000, which together with previously reported items results in an overall increase in net expenditure of £353,000. It is important to note however, that whilst supplementary estimates have been requested, of the above sum, it is extremely unlikely that the position at the end of the year will show this level of overspend against the original estimates. It is very difficult at this time of the financial year to estimate what the likely position will be at 31 March.

In relation to capital expenditure the new variations show a net reduction in 2001/2002 expenditure of £167,000. Cumulative forecast variations will result in a net reduction of £632,000.

The new variations for Housing Capital Expenditure show an net increase of £50,000. £200,000 of a previously approved £250,000 increase in the environmental enhancements budget will not now be spent until 2002/03. This is because the process of identifying and progressing schemes is lengthy and includes considerable consultation with residents and tenants.

The Housing Revenue Account variations show a net reduction of £296,000 which will result in an estimated balance at 31 March 2002 of £2.465M. One of the new variations is a reduction in the rent rebate subsidy. This is partly due to a reduction in caseload and partly as the proportion of tenants on rebate has fallen below the level where limitation protection is initiated. The total subsidy reduction will be £137,000.

The Cabinet have approved the revised General Fund Budget; the revised Capital Expenditure Programme and the revised Housing Revenue Account budget.

**RECOMMENDED:**

- (a) ***That the following items of Capital Expenditure which are over £20,000 and therefore require the approval of the Council be agreed.***

	<b>£'000</b>
(i) <b><i>Bed and Breakfast and Other Homelessness Costs</i></b> 150 <b><i>(£100k vired from the Contingency Fund)</i></b>	
(ii) <b><i>Housing Benefits – Supported People</i></b> 90 <b><i>- Caseload and Subsidy Variations</i></b> 50	
(iii) <b><i>Development Control - Advertising Costs</i></b> 25 <b><i>(virement from additional income of £40,000)</i></b>	
(iv) <b><i>Housing Renewal Grant Agency</i></b> 70	
(v) <b><i>Single Status and other cost implications of payments</i></b> 54 <b><i>to DSO</i></b>	

- (b) ***That the reduction in the Housing subsidy budget of £137,000, which is largely due to matching savings in rent rebate expenditure be approved.***



13. **THE COUNCIL TAX 2002/2003 – SETTING THE TAX BASE (REPORT F – 5 DECEMBER 2001) (MINUTE NO. 125)**

The Cabinet received a report setting out the proposed tax base for setting the 2002/2003 Council Tax.

**RECOMMENDED:**

- (a) *That calculation of the Council's tax base for the year 2002/2003 be approved; and*
- (b) *In accordance with the Local Authorities (Calculation of Tax Base) Regulations 1992, the amount calculated by this Council as its council tax base for the year 2002/2003 be as follows and as detailed in Appendix 3 to this report.*

<b>PARISH/TOWN</b>	<b>TAX BASE 2002/03</b>
<i>Ashurst &amp; Colbury</i>	<i>915.3</i>
<i>Beaulieu</i>	<i>476.5</i>
<i>Boldre</i>	<i>996.3</i>
<i>Bramshaw</i>	<i>330.3</i>
<i>Bransgore</i>	<i>1835.2</i>
<i>Breamore</i>	<i>175.7</i>
<i>Brockenhurst</i>	<i>1708.8</i>
<i>Burley</i>	<i>738.0</i>
<i>Copythorne</i>	<i>1194.8</i>
<i>Damerham</i>	<i>230.5</i>
<i>Denny Lodge</i>	<i>147.1</i>
<i>East Boldre</i>	<i>374.6</i>
<i>Ellingham, Harbridge &amp; Ibsley</i>	<i>580.7</i>
<i>Exbury &amp; Lepe</i>	<i>97.3</i>
<i>Fawley</i>	<i>4752.7</i>
<i>Fordingbridge</i>	<i>2202.5</i>
<i>Godshill</i>	<i>209.0</i>
<i>Hale</i>	<i>265.8</i>
<i>Hordle</i>	<i>2319.0</i>
<i>Hyde</i>	<i>494.2</i>
<i>Hythe &amp; Dibden</i>	<i>7332.7</i>
<i>Lymington &amp; Pennington</i>	<i>6526.8</i>
<i>Lyndhurst</i>	<i>1336.5</i>
<i>Marchwood</i>	<i>1905.8</i>
<i>Martin</i>	<i>186.6</i>
<i>Milford on Sea</i>	<i>2532.6</i>
<i>Minstead</i>	<i>350.7</i>
<i>Netley Marsh</i>	<i>805.1</i>
<i>New Milton</i>	<i>10290.8</i>
<i>Ringwood</i>	<i>5193.1</i>
<i>Rockbourne</i>	<i>159.0</i>
<i>Sandleheath</i>	<i>261.3</i>

<b>PARISH/TOWN</b>	<b>TAX BASE 2002/03</b>
<b>Sopley</b>	<b>289.7</b>
<b>Sway</b>	<b>1598.2</b>
<b>Totton &amp; Eling</b>	<b>9418.5</b>
<b>Whitsbury</b>	<b>97.8</b>
<b>Woodgreen</b>	<b>248.2</b>
<b>Whole District</b>	<b>68577.7</b>

**14. RENT RESTRUCTURING (REPORT G – 5 DECEMBER 2001)  
(MINUTE NO. 126)**

The Cabinet has considered a comprehensive detailed report on proposals to undertake the restructuring of this Council's rents following the issue of new policy guidance by the Government.

A Copy of the report is available on the Council's ForestNet. A hard copy is available in the Members' Room.

Having considered the options the Cabinet support the view that it is in the overall interest of the Council and its tenants to commence phasing in of new rent structure, as detailed, as soon as practicable.

Tenants' representatives have considered this matter at a meeting of the Housing Services Group on 20 October 2001. Whilst they have some concerns, they understand the issues involved and support the recommendations made.

The Housing, Health and Social Exclusion Panel at a meeting on 21 November 2001 also supported the recommendations.

**RECOMMENDED:**

***That subject to confirmation being received with regard to future HRA subsidy arrangements, it is recommended that:***

- (i) Council rents increase generally from 1 April 2002 by the DTLR guideline, currently estimated to be 3.5%;***
- (ii) Phasing-in of the new rent structure commence on 1 April 2002;***
- (iii) New rents be phased in by ten equal annual steps, with rent increases for any tenant restricted to £2 over and above inflation;***
- (iv) Target rent not be applied whenever a change of tenancy takes place;***
- (v) With effect from 1 April 2002, no rent increase be applied following the installation of central heating or double glazing;***
- (vi) Valuation queries be investigated and determined by the Council's Valuer, in accordance with guidelines to be agreed with the Portfolio Holder, following consultation with tenants' representatives; and***

*(vii) For blocks, where individual open market values cannot be established for each dwelling, target rents be derived from the block valuation.*

**15. ALLOCATION OF LOCAL AUTHORITY SOCIAL HOUSING GRANT (LASHG) – SWAYTHLING HOUSING SOCIETY, HAZEL FARM, TOTTON (REPORT H – 5 DECEMBER 2001) (MINUTE NO. 127)**

The Cabinet have agreed allocation of local authority social housing grant totalling £994,677 to Swaythling Housing Society to fund 23 units of affordable housing at Hazel Farm, Totton.

A total of 235 dwellings at this site are planned, 70 of which have been secured by means of a planning agreement as affordable dwellings.

Development will take place in three phases. Although timescales will be dictated by the private developers involved, it is probable that the first phase of 23 units which will comprise 20 for rent and three for shared ownership will commence in 2001/2002. It is likely the remaining units will commence the following year.

The Housing Portfolio Holder supports the proposals and has emphasised that the LASHG allocation considered relates specifically to the 23 units on the development. This phase of the development is 'free-standing' and allocation of LASHG does not therefore commit the Council to further spending on future phases.

**16. INFORMATION SERVICES BEST VALUE FINAL REPORT AND FIVE YEAR SERVICE IMPROVEMENT PLAN (REPORT J – 5 DECEMBER 2001) (MINUTE NO. 129)**

The Cabinet has agreed the final report of the Best Value Review of the Information Services and the five year Service Improvement Plan.

The service comprises six directly managed information offices and the Totton and Fawley Information Offices which are managed by the Parish/Town Council. This is a non mandatory service that is there to provide help, advice and information on all Council services.

Whilst commending officers for the efforts that they had put into this particular review, and noting that the process was continually streamlined within the statutory framework, several members were of the view that the Best Value Process generally was still very bureaucratic.

**17. NEW MANDATORY STANDING ORDERS (REPORT K – 5 DECEMBER 2001) (MINUTE NO. 130)**

New Legislation requires the Council to adopt a Standing Order specifying procedures for resolving disputes between the Council and the Executive over the content of strategic plans and the budget. The Council already has included within its Constitution and Standing Orders dispute procedures which allow the Leader the right to object, on behalf of the Executive to a proposed Council decision. The new requirements are very prescriptive and, amongst other things give the Executive the right to put amended proposals to the Council. The Council's current Standing Orders and Constitution have been re-drafted to reflect this.

In addition there are also new Standing Orders which broadly provide for the Cabinet to be given the opportunity to object to appointments to, or dismissals from, the more senior politically restricted posts in the Council.

The new legislation prescribes that appointments, dismissals and disciplinary action below deputy chief officer level must be undertaken by the Chief Executive or another officer therefore making it clear that members must not be involved in decisions relating to more junior employees.

Under previous legislation certain protection in terms of disciplinary action was afforded to the Chief Executive in the event of an allegation of misconduct against him. The new regulations now extend this protection to the Council's Monitoring Officer and the Chief Finance Officer.

**RECOMMENDED:**

- (a) That the amendment to Standing Order 25, and the revised Chapter 21 of the Constitution, attached as Appendix 4 to this report be approved;**
- (b) That the revised Standing Orders for General Procedures Nos 15 and 16, and the new Standing Orders Nos 15A, 15B and 18A, attached as Appendix 5 to this report be approved;**
- (c) That the revised Standing Orders for General Procedures No 18, attached as Appendix 6 to this report be approved;**
- (d) That the Head of Personnel be appointed as the proper officer for the purpose of Schedule 1 to the Local Authorities (Standing Orders) (England) Regulations 2001 (duty to notify the Executive of proposed appointments to and dismissals from senior posts); and**
- (e) That the Head of Legal and Democratic Services be authorised to make any minor amendments to other parts of the Council's Constitution that she considers necessary to achieve consistency with the new Standing Orders.**

**Cllr S A Hayes  
CHAIRMAN**

(CB0711/051201)

## CORPORATE & FINANCE PORTFOLIO

### PROPOSED SCALE OF FEES AND CHARGES FOR 2002/03

	Charges 2001/02 £	Proposed Charges 2002/03 £	% Increase
<b>GENERAL PHOTOCOPYING ( Minimal income - less than £100 )</b>			
Photocopying - convenience copiers per copy	0.15	0.15	-
Fax per Sheet ( subject to £2.00 min. ) to receive	0.50	0.50	-
to send	1.00	1.00	-
<b>USE OF OFFICES, ROOM etc * ( Total income approx. £2,000 per annum ) ( MORNING/AFTERNOON/EVENING SESSION )</b>			
Appletree Court			
# Council Chamber per session	44.00	45.00	2.3
# Committee Room 1 per session	34.00	35.00	2.9
# Committee Room 2 per session	23.00	24.00	4.3
# Committee Room 3 per session	29.00	30.00	3.4
Town Hall			
# Council Chamber per session	34.00	35.00	2.9
# Committee Room per session	23.00	24.00	4.3
Ringwood Public Offices			
# Council Chamber per session	29.00	30.00	3.4
( # Additional charges shall apply when meetings occur after the Caretaking Staff's normal finishing time )			
<b>SPECIAL RATE</b>			
Town and Parish Council, New Forest Association of Parish Councils, similar meetings and inquests			
<b>DATA PROTECTION * ( Very rare requests )</b>			
Charge for subject access			
First Request	F.O.C.	F.O.C.	-
Each subsequent Request	10.00	10.00	-
<b>OTHER CHARGES ( Frequent requests, but charges not enforced )</b>			
National Non - Domestic Rate / Council Tax for providing information other than to the Ratepayer or Taxpayer concerned :			
First entry in Rating or Banding List	5.30	5.43	2.5
Each additional entry forming part of the same request	0.60	0.62	2.5
<b>CREDIT CARD CHARGES</b>			
Administration fees.	-	-	-

VAT : Charges are inclusive of 17.5% VAT unless otherwise shown. Charges which are zero rated or not subject to VAT are marked \* either individually or by service.

**ECONOMY AND PLANNING REVIEW PANEL**  
**PROPOSED SCALE OF FEES AND CHARGES FOR 2002/2003**

Charges 2001/02 £	Proposed Charges 2002/03 £	% Increase
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'See separate fee sheet available from Building Control 023 80 285282'

**BUILDING CONTROL FEES**

**CAR PARKS**

**Amenity Car Parks :**

Bath Road, Lymington, The Quay Lymington and Keyhaven  
 Up to 2 hours  
 Up to 4 hours  
 Up to 6 Hours  
 All Day

( 1st March - 31st October )		
1.00	1.10	10.0
2.00	2.20	10.0
3.00	3.20	6.7
4.20	4.50	7.1

Other Amenity Car Parks  
 Up to 2 hours  
 Up to 4 hours  
 Up to 6 Hours  
 All Day

0.90	1.00	11.1
1.80	2.00	11.1
2.80	3.00	7.1
4.00	4.30	7.5

**Amenity Season Tickets :**

Residents  
 Non - Residents  
 Additional vehicle registration fee  
 Issue of replacement permit fee

( 1st March - 31st October )		
30.00	33.00	10.0
35.00	37.50	7.1
5.00	5.00	-
5.00	5.00	-

**Other :**

Excess charge notice  
 Discounted payment via ticket machine  
 Overstay Notice

40.00	40.00	-
15.00	15.00	-
15.00	15.00	-

**HIGHWAYS**

Footway Crossing ( + VAT )  
 ( VAT on above not applicable if new construction )

<--- Actual Cost --->

Highway Record Search Fee\*  
 ( £35 minimum )

<--- Actual Cost --->

Return of items illegally deposited on the highway ( + VAT )  
 ( £25 minimum )

<--- Actual Cost --->

Section 106 Town and Country Planning Act 1990

<--- Actual Cost --->

Vehicle Entrance Markings ( + VAT )

36.00	37.00	2.8
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Street Name Plates  
 Basic  
 Special

137.00	140.00	2.2
--------	--------	-----

<--- Actual Cost --->

Street Number Plates

116.00	119.00	2.6
--------	--------	-----

Street Naming and Numbering Plans ( + VAT ) Per Annum

333.00	341.00	2.4
--------	--------	-----

Annual Licence for placing Tables and chairs on the Highway\* (planning permission is required)

- Where applicant is the only relevant frontager

109.00	112.00	2.8
--------	--------	-----

- Where applicant is not the only relevant frontager

217.00	222.00	2.3
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Preparation of section 38 Agreements - Standard Charge \*

440.00	451.00	2.5
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**NOTE:**

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Charges which are zero rated or not subject to VAT are marked \* either individually or by service.

**ECONOMY AND PLANNING REVIEW PANEL**  
**PROPOSED SCALE OF FEES AND CHARGES FOR 2002/2003**

	Charges 2001/02 £	Proposed Charges 2002/03 £	% Increase
<b><u>LOCAL LAND CHARGES</u></b>			
Form LLC1 * (Statutory Fee)	5.00	5.00	-
Form CON29 (1991) *	95.00	97.00	2.1
Personal Searches ( LLC1 only ) *	10.00	10.00	-
Form CON29 (1994) Optional Enquiries *	7.00	7.00	-
Written Enquiries *	14.50	15.00	3.4
Additional Parcels of Land * (Minimal Income)	12.00	12.00	-
Duplicate Search " "	12.00	12.00	-
Document sent by Facsimile " " add	10.00	10.00	-
<b><u>PLANNING COPYING CHARGES</u></b>			
<b>Planning Documents and Plans</b>			
Written confirmation of a Building Control decision	6.80	7.00	2.9
Copy of a Tree Preservation Order ( with Plans )	13.50	13.80	2.2
Copy of a Planning, Legal, Road Making etc Agreement (plus cost of supporting plans)	13.50	13.80	2.2
Copy of an extract from a Local Plan ( plus 15p per page )	5.40	5.50	1.9
<b>New Forest District Council Local Plan Inquiry</b>			
Copy of an extract from the Plan ( plus 15p per page )	5.40	5.50	1.9
Copy of representation(s) received :			
less than 50 pages ( plus 15p per page )	5.40	5.50	1.9
more than 50 pages ( plus 15p per page )	16.25	16.65	2.5
Schedule summarising all representations made	27.30	28.00	2.6
Schedule summarising all representations on a specific section or policy - up to 50 pages ( plus 15p per page )	5.40	5.50	1.9
Copy of supporting plans / drawing A4 size	3.75	3.80	1.3
( Where allowed by Law ) A3 size	6.80	7.00	2.9
A2 size	9.20	9.40	2.2
A1 size	11.30	11.60	2.7
A0 size	16.80	17.20	2.4
<b>Listed Buildings</b>			
Copy of an entry in the list (plus 15p per page)	5.40	5.50	1.9

**NOTE:**

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**ENVIRONMENT REVIEW PANEL**  
**PROPOSED SCALE OF FEES AND CHARGES FOR 2002/2003**

	Charges 2001/02 £	Proposed Charges 2002/03 £	% Increase
<b>*CEMETERIES</b>			
<b>Interment Fees</b>			
Interment of Ashes	141.00	145.00	2.8
Still-born child	<-----No Charge----->		
Child not exceeding one month	<-----No Charge----->		
Child not exceeding twelve years	<-----No Charge----->		
Person over twelve years:			
Single depth grave	228.00	234.00	2.6
Double depth grave	240.00	246.00	2.5
Treble depth grave	258.00	264.00	2.3
Non-residents	<-----Double Fees----->		
Burial on Saturday Residents	<-----Double Fees----->		
Non-residents	<-----Quadruple Fees----->		
<b>Purchase of Exclusive Right of Burial</b>			
Any depth	205.00	210.00	2.4
Single depth (Child up to 12 years)	68.00	70.00	2.9
Cremated Remains Section	102.00	104.00	2.0
Walled graves and vaults	249.00	255.00	2.4
Assignment	23.00	23.00	-
Non-residents	<-----Double Fees----->		
<b>Memorial Fees</b>			
Fee for Permission to erect a memorial	61.00	63.00	3.3
Fee for Permission to place a vase	23.00	23.00	-
Additional inscription	23.00	23.00	-
Non-residents	<-----Double Fees----->		
<b>Sundry Fees</b>			
Use of grass matting	<-----No Charge----->		
Strewing of ashes	60.00	61.00	1.7
Interment - additional fee where requisite notice is not given	41.00	42.00	2.4
Woodland Burial - purchase and maintenance of a plant	18.00	18.00	-
<b>Searches In Register</b>			
Not more than one year	11.00	11.00	-
Additional years per year	3.00	3.00	-
Copy of an entry of burial	10.00	10.00	-
<b><u>DRAINS &amp; SEWERS</u></b>			
<b>Unblocking of Drains and Private Sewers:</b> Service available through New Forest Contract Services			
<b>Other</b>			
* Sewer Record Search Fee	39.00	40.00	2.6
Private Sewer Record Search Fee - Minimum Charge	15.00	15.00	-
* Private Sewer Clearance - Minimum Charge	15.00	20.00	33.3
A4 Copy from Sewer record	5.00	5.00	-
A4 Copy of private Sewer record	5.00	5.00	-
Engineering Advice	<-----Actual Cost----->		

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**ENVIRONMENT REVIEW PANEL**  
**PROPOSED SCALE OF FEES AND CHARGES FOR 2002/2003**

	Charges 2001/02 £	Proposed Charges 2002/03 £	% Increase
<b><u>HEALTH SERVICES</u></b>			
<b>Rodent Control</b>			
Domestic Premises	-	30.00	NEW CHG
Business Premises call out	22.50	23.00	2.2
1 visit (inc. call out)	60.00	61.00	1.7
2 visits (inc. call out)	98.00	100.00	2.0
3 visits (inc. call out)	136.00	139.00	2.2
4 visits (inc. call out)	174.00	178.00	2.3
<b>Insect Control</b>			
Domestic Cockroaches	<-----No Charge----->		
Call out	20.00	20.00	-
15 mins visit per operative	13.00	13.00	-
Typical examples :			
Wasps (15 min. visit inc. call out)	33.00	33.00	-
Fleas# (30 min. visit inc. call out)	46.00	46.00	-
Max. Domestic charge (inc. call out)	62.00	62.00	-
# Reduced fee at discretion of CEHO			
<b>Contracts</b>			
High risk per visit	<---Subject to negotiation---		
Medium risk per visit	<---Subject to negotiation---		
Low risk per visit	<---Subject to negotiation---		
<b>Export Certificates</b>			
Fish & Fish Products and Meat & Meat Products			
Normal working hours - per hour	48.00	49.00	2.1
Outside working hours - per hour	77.00	79.00	2.6
<b>Health Education Course in basic food hygiene and health and safety. Subject to CEHO discretion for small businesses.</b>			
Per person	<---Subject to negotiation---		
Courses held at Employers Premises	<---Subject to negotiation---		
<b>Stray Dogs</b>			
*Stray dogs - fixed fee	35.00	36.00	2.9
	+ kenneling costs		
*Dog fouling - fixed penalty fee (collected on behalf of the Government)	25.00	25.00	-
Dog Microchipping	15.00	15.00	-
<b>Contaminated Land</b>			
Contaminated Land Enquiry	36.00	37.00	2.8
Additional Research Fee charge per hour	15.00	15.00	-
If nil return (ie. no information available) admin fee charged	10.00	10.00	-

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**ENVIRONMENT REVIEW PANEL**  
**PROPOSED SCALE OF FEES AND CHARGES FOR 2002/2003**

	Charges 2001/02 £	Proposed Charges 2002/03 £	% Increase
<b>Part B' Air Pollution Consent Information</b>			
Part B/Part A list of addresses	6.00	6.00	-
Additional Research Fee charge per hour	15.00	15.00	-
	+ 15p per photocopy		

**IMPOUNDING OF LIVESTOCK**

Fixed Penalty per animal	<-----Actual Cost----->
Feeding Charge per animal per day	<-----Actual Cost----->

**REFUSE SACKS**

<b>Domestic Sacks (Black and Clear)</b>	Per Sack	0.10	0.10	-
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<b>Garden Refuse</b>	Per Sack	0.80	0.80	-
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**Clinical Waste**

Per Sack	( + VAT )	1.90	2.00	5.3
Bulk Collection		<---Prices on Application--->		
Sharps Collection		<---Prices on Application--->		

**Commercial Refuse**

Per Sack	( + VAT )	0.75	0.75	-
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Weekly Rate ( + VAT )

Chg Band	No. of Sacks	2001/02	2002/03	% Increase
A	0 - 14	8.00	8.00	-
B	15 - 29	13.00	13.00	-
C	30 - 44	18.00	18.00	-
D	45 - 59	23.00	23.00	-
E	60 - 74	28.00	29.00	3.6
F	75 - 89	33.00	34.00	3.0
G	90 - 104	38.00	39.00	2.6
H	105 - 119	43.00	44.00	2.3
I	120 - 134	48.00	49.00	2.1
J	135 - 149	53.00	54.00	1.9
K	150 - 164	58.00	59.00	1.7

**Special Collections**

Charge per visit (up to two collections)	7.00	14.00	100.0
Charge per visit after second collection	12.00	14.00	16.7

<b>Recycling Stickers (Available to traders only - to be used on the clear domestic sacks)</b>	( + VAT )	0.40	0.40	-
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**Commercial Paper Recycling Containers**

Rental charge per week	( + VAT )	5.00	6.00	20.0
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**GENERAL PURPOSES AND LICENSING COMMITTEE**  
**PROPOSED SCALE OF FEES AND CHARGES FOR 2002/2003**

	Charges 2001/02 £	Proposed Charges 2002/03 £	% Increase
<b><u>HACKNEY CARRIAGE &amp; PRIVATE HIRE LICENCE FEES*</u></b>			
<b>Hackney Carriage / Private Hire Drivers Joint Licence</b>			
new 1 year (includes drivers badge)	50.00	51.00	2.0
renewal 3 years	59.00	60.00	1.7
<b>Private Hire Operator's Licences</b>			
new 1 year	216.00	221.00	2.3
renewal per annum	108.00	111.00	2.8
<b>Vehicle Licence (50% of fees payable in default on annual inspection)</b>			
Hackney Carriage per annum	131.00	134.00	2.3
Private Hire per annum	131.00	134.00	2.3
Hackney Carriage / Private Hire (Over 8 years old) per annum	162.00	166.00	2.5
Duplicate driver's badge	10.00	10.00	-
Vehicle plate - replacement	15.00	15.00	-
<b><u>HEALTH SERVICE LICENCE FEES</u></b>			
* Breeding of Dogs Act new Licence per annum	105.00	108.00	2.9
			(+ vets' fees)
* Breeding of Dogs Act Licence renewel per annum	105.00	108.00	2.9
* Pet Animals Act Licence per annum	103.00	106.00	2.9
* Pet Animals Act - Bird & Animal Auctions per annum	103.00	106.00	2.9
			(+ vets' fees)
* Animal Boarding Establishments Licence per annum	154.00	158.00	2.6
* Smaller Animal Boarding Establishments Licence per annum	35.00	36.00	2.9
* Riding Establishments Act Licence			
annual fee	133.00	136.00	2.3
			(+ vets' fees)
per horse	15.00	15.00	-
			(+ vets' fees)
renewal of provisional licence	51.00	52.00	2.0

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**GENERAL PURPOSES AND LICENSING COMMITTEE**  
**PROPOSED SCALE OF FEES AND CHARGES FOR 2002/2003**

	Charges 2001/02 £	Proposed Charges 2002/03 £	% Increase
* Dangerous Wild Animals Acts Licence (+ vets' fees)	87.00	89.00	2.3
* Zoo Licence	<-----Actual Cost----->		
Skin Piercing			
registration of premises	92.00	94.00	2.2
registration of persons	43.00	44.00	2.3
* Registration of Food Premises			
full copy of register	666.00	683.00	2.6
copy of individual register entry	5.00	5.00	-
* Butcher Shop Licence per annum (Statutory Fee)	100.00	100.00	-
<b><u>OTHER LICENCE FEES*</u></b>			
Late Night Refreshment Houses Act 1969	113.00	116.00	2.7
Theatre Act 1968			
full	138.00	141.00	2.2
occasional	117.00	120.00	2.6
Cinematography Act 1985			
cinema & video	138.00	141.00	2.2
<b>Public Entertainment - Indoor</b>			
grant / renewal / variation			
up to 100 persons	199.00	204.00	2.5
101 to 200 persons	259.00	265.00	2.3
201 to 300 persons	318.00	326.00	2.5
301 to 400 persons	377.00	386.00	2.4
401 to 500 persons	439.00	450.00	2.5
501 to 1000 persons	500.00	513.00	2.6
1001 + persons	3,280.00	3,362.00	2.5
transfer during licensing year	<-----50% of Fee----->		
occasional			
under 1000 persons	<-----75% of Fee----->		
over 1000 persons	<-----100% of Fee----->		

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**GENERAL PURPOSES AND LICENSING COMMITTEE**  
**PROPOSED SCALE OF FEES AND CHARGES FOR 2002/2003**

	Charges 2001/02 £	Proposed Charges 2002/03 £	% Increase
<b>Public Entertainment in the Open Air (wholly or mainly) on Private Land</b>			
Annual / Occasional ( payable on application ) up to 300 persons	333.00	341.00	2.4
301 to 1000 persons	333.00	341.00	2.4
1001 + persons	333.00	341.00	2.4
		+ 30p per person in excess of 300	
		+ 30p per person in excess of 300	
		A# + 10p per person in excess of 1000	
		B# + 40p per person in excess of 1000	
		C# + £1 per person in excess of 1000	
		+20% site premium#	

#A = An event where the entertainment finishes no later than 11pm, and is open for public admission no earlier than 5 hours before the finishing time.

#B = An event where the entertainment finishes no later than 11pm, and is open for public admission for more than 5 hours before the finishing time.

#C = Events where entertainment ends after 11pm.

Site Premium = This shall apply where a site does not have an existing and well established appropriate on-site road network to cater for the attendees and any emergency vehicles.

Transfer during licensing year

<-----50% of Normal Fee----->

Charitable or Like Purposes/Educational or other Like Character remitted at discretion of the Assistant Director (Environmental Health)

**Public Entertainment - Indoor and Outdoor on Private Land**

Simultaneous Applications up to 300 persons  
( payable on application )

Indoor Fee +10% of Outdoor  
Licence Fee

transfer during licensing year

<-----50% of Normal Fee----->

Joint Public Entertainment / Theatre / Cinema	138.00	141.00	2.2
		+ appropriate PE scale	
Joint Public Entertainment / Theatre / Cinema where exempt from PE	138.00	141.00	2.2
+ Gaming Act 1968 registration / renewal <b>(Statutory fee)</b>	32.00	32.00	-
+ Lotteries & Amusements Act 1976 <b>(Statutory fee)</b> registration	35.00	35.00	-
renewal	17.50	18.00	2.9

**NOTE:**

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**GENERAL PURPOSES AND LICENSING COMMITTEE**  
**PROPOSED SCALE OF FEES AND CHARGES FOR 2002/2003**

	<b>Charges 2001/02 £</b>	<b>Proposed Charges 2002/03 £</b>	<b>% Increase</b>
Game Dealers			
licence per annum	37.00	38.00	2.7
pads each	3.00	3.00	-
Public Health (Amendments) Act 1907			
Pleasure Boat per annum	41.00	42.00	2.4
+ Prescribed fees set by statutory instrument			

**REGISTER OF ELECTORS (Statutory fee set by Government)**

Copies of Names etc	per 1,000 names	5.00	5.00	-
	plus transaction fee	10.00	10.00	-
Computer Disc	per 1,000 names	1.50	1.50	-
	plus transaction fee	20.00	20.00	-

**NOTE:**

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## HOUSING PORTFOLIO

### PROPOSED SCALE OF FEES AND CHARGES FOR 2002/03

	<b>Charges 2001/02</b>	<b>Proposed Charges 2002/03</b>	<b>Increase</b>
	<b>£</b>	<b>£</b>	<b>%</b>
Lifeline Charge - Hire per week	3.00	3.05	1.67
Lifeline Charge - Link to Central Control for private units per year	70.40	72.20	2.56

**Charges are inclusive of 17<sup>1</sup>/<sub>2</sub> % VAT.**

## LEISURE PORTFOLIO

### PROPOSED SCALE OF FEES AND CHARGES FOR 2002/03

#### BEACH HUTS

			Current Charge £	Proposed Charge £	Charge Increase £	Increase %
<b>With effect from 1<sup>st</sup> April 2002:</b>						
Registration Fee (sale of private huts)			18.00	18.50	0.50	2.8%
<b>Site Rent Residents</b>						
Milford-on-Sea	concrete	per annum	205.00	235.00	30.00	14.6%
	wooden	"	200.00	230.00	30.00	15.0%
Barton-on-Sea		"	175.00	205.00	30.00	17.1%
Calshot		"	210.00	240.00	30.00	14.3%
Hordle Cliff Sq. Feet	up to 50	"	165.00	195.00	30.00	18.2%
	50 - 75	"	175.00	205.00	30.00	17.1%
	75 - 125	"	190.00	220.00	30.00	15.8%
	over 125	"	200.00	230.00	30.00	15.0%
<b>Site Rent Non-Residents</b>						
Milford-on-Sea	concrete	per annum	305.00	310.00	5.00	1.6%
	wooden	"	300.00	305.00	5.00	1.7%
Barton-on-Sea		"	275.00	280.00	5.00	1.8%
Calshot		"	310.00	315.00	5.00	1.6%
Hordle Cliff Sq. Feet	up to 50	"	265.00	270.00	5.00	1.9%
	50 - 75	"	275.00	280.00	5.00	1.8%
	75 - 125	"	290.00	295.00	5.00	1.7%
	over 125	"	300.00	305.00	5.00	1.7%



## LEISURE PORTFOLIO

### PROPOSED SCALE OF FEES AND CHARGES FOR 2002/03

#### DIBDEN GOLF CENTRE

		Apr 2001 - Oct 2001 Current Charge £	Apr 2002 - Oct 2002 Proposed Charge £	Increase %	Nov 2001 - Mar 2002 Current Charge £	Nov 2002 - Mar 2003 Proposed Charge £	Increase %
<b>GREEN FEES - 18 HOLE COURSE</b>							
<b>Weekday</b>	Restricted Use	8.30	8.80	6.0%	8.00	8.50	6.3%
	Adult	11.80	12.50	5.9%	10.75	11.40	6.0%
	Senior	8.50	9.00	5.9%	7.75	8.30	7.1%
	Junior	5.00	5.00	0.0%	5.00	5.00	0.0%
	Adult Day Ticket	20.00	22.00	10.0%	18.00	19.00	5.6%
<b>Weekend</b>	Restricted Use	9.80	10.50	7.1%	9.25	10.00	8.1%
	Adult	13.80	14.60	5.8%	13.50	14.00	3.7%
	Junior	6.00	6.00	0.0%	6.00	6.00	0.0%
<b>Bronze Package Green Fee</b>		5.00	5.30	6.0%	3.50	3.70	5.7%
<b>GREEN FEES - 9 HOLE COURSE</b>							
<b>Weekday</b>	Adult	5.20	5.50	5.8%	4.75	5.00	5.3%
	Senior - before 12pm	4.00	4.00	0.0%	3.50	3.50	0.0%
	Senior	5.20	4.50	-13.5%	4.75	4.00	-15.8%
	Junior	2.50	2.50	0.0%	2.50	2.50	0.0%
<b>Weekend</b>	Adult	6.30	6.70	6.3%	5.80	6.20	6.9%
	Junior	4.00	4.00	0.0%	3.90	3.90	0.0%
<b>DRIVING RANGE</b>							
<b>Adult</b>	per token (30 balls)	1.40	1.40	0.0%	1.40	1.40	0.0%
	two tokens (60 balls)	2.60	2.60	0.0%	2.60	2.60	0.0%
	three tokens (90 balls)	3.50	3.50	0.0%	3.50	3.50	0.0%
	four tokens (120 balls)	4.50	4.50	0.0%	4.50	4.50	0.0%
<b>Junior</b>	per token (30 balls)	0.50	0.50	0.0%	0.50	0.50	0.0%
	Season Ticket Nov - Mar	N/A	75.00	0.0%	N/A	75.00	0.0%
	Yardage Booklet	1.70	1.60	-5.9%	1.70	1.60	-5.9%

## LEISURE PORTFOLIO

### PROPOSED SCALE OF FEES AND CHARGES FOR 2002/03

#### DIBDEN GOLF CENTRE

		<b>2001/02</b>	<b>2002/03</b>	<b>Increase</b>
		<b>Current</b>	<b>Proposed</b>	
		<b>Charge</b>	<b>Charge</b>	<b>%</b>
		<b>£</b>	<b>£</b>	<b>%</b>
<b>SEASON TICKET PACKAGES</b>				
<b>7 Day Season Ticket</b>	Platinum	550.00	585.00	6.4%
	Gold	450.00	475.00	5.6%
	Silver	400.00	425.00	6.3%
	Bronze	220.00	220.00	0.0%
<b>5 Day Season Ticket</b>	Platinum	370.00	390.00	5.4%
	Gold	300.00	320.00	6.7%
	Silver	275.00	290.00	5.5%
	Bronze	150.00	150.00	0.0%
<b>5 Day Season Ticket</b>	Senior (Silver)	265.00	280.00	5.7%
<b>Junior Season Ticket</b>		70.00	70.00	0.0%
<b>9 Hole Senior Season Ticket</b>		120.00	120.00	0.0%

## LEISURE PORTFOLIO

### PROPOSED SCALE OF FEES AND CHARGES FOR 2002/03

#### ELING TOLL BRIDGE

		<b>Current Charge £</b>	<b>Proposed Charge £</b>	<b>Charge Increase £</b>	<b>Increase %</b>
<b>With effect from 1<sup>st</sup> April 2002:</b>					
Cars, Lorries, 3 Wheelers	per day	0.70	0.70	0.00	0.0%
	per week	3.50	3.50	0.00	0.0%
Motor Cycles	per day	0.45	0.45	0.00	0.0%
Residents' Replacement Exemption Permit		7.00	7.00	0.00	0.0%

## LEISURE PORTFOLIO

### PROPOSED SCALE OF FEES AND CHARGES FOR 2002/03

#### KEYHAVEN RIVER

With effect from 1<sup>st</sup> January 2002:

	Current Charge £	Proposed Charge £	Charge Increase £	Increase %		
<b>Waiting Lists (incl. VAT )</b>						
Waiting List Fee      Moorings	20.00	20.00	0.00	0.0%		
Waiting List Fee      Dinghy Park	15.00	15.00	0.00	0.0%		
<b>Licence Fees - Private Moorings (excl. VAT)</b>	53.82	55.17	1.35	2.5%		
<b>Mooring Fees [including Licence Fee] (excl. VAT)</b>						
Drying (Small Boats)	171.81	178.34	6.53	3.8%		
Drying (Large Boats)	189.41	196.61	7.20	3.8%		
Part Drying	216.32	224.54	8.22	3.8%		
Deep Water	344.66	357.75	13.09	3.8%		
Wall Moorings	79.70	107.43	27.73	34.8%		
Non-Residents	<i>As above plus 50%</i>					
<b>Dinghy Park (excl. VAT)</b>						
Dinghy Park              per space per annum	103.50	107.43	3.93	3.8%		
Grass Bank              "	25.88	50.00	24.12	93.2%		
Non-Residents	<i>As above plus 50%</i>					
<b>Other Charges (incl. VAT)</b>						
Temporary Dinghy Park    per space per week	12.00	12.50	0.50	4.2%		
<b>Launching Fees - Single Launch</b>						
Under 12 Feet	N/A	5.00	N/A	0.0%		
12 - 16 Feet	N/A	10.00	N/A	0.0%		
16 - 20 Feet	N/A	15.00	N/A	0.0%		
Over 20 Feet	N/A	20.00	N/A	0.0%		
<b>Launching Fees - Season Ticket</b>						
Under 12 Feet	N/A	25.00	N/A	0.0%		
12 - 16 Feet	N/A	50.00	N/A	0.0%		
16 - 20 Feet	N/A	75.00	N/A	0.0%		
Over 20 Feet	N/A	100.00	N/A	0.0%		
Non-Residents	<i>As above plus 50%</i>					
<b>Temporary Mooring Fees</b>						
Anchorage/Visitors Moorings (dependent upon location)						
	per night	from	5.00	5.00	0.00	0.0%
		to	9.00	10.00	1.00	11.1%
	per week	from	12.00	12.00	0.00	0.0%
		to	18.00	20.00	2.00	11.1%
	short stay	from	3.00	3.00	0.00	0.0%
		to	5.00	5.50	0.50	10.0%

## LEISURE PORTFOLIO

### PROPOSED SCALE OF FEES AND CHARGES FOR 2002/03

#### APPLEMORE RECREATION CENTRE

			Current Charge £	Proposed Charge £	Charge Increase £	Increase %
<b>Memberships (Proposed increase from 1<sup>st</sup> April 2002)</b>						
Family			52.00	54.00	2.00	3.8%
Adult	(18 and over)		26.00	27.00	1.00	3.8%
Junior	(under 18)		15.00	15.00	0.00	0.0%
Senior	(60 +)		20.00	21.00	1.00	5.0%
Concessionary			5.00	5.00	0.00	0.0%
<b>Centre Based Clubs</b>						
Members:	Under 20		100.00	105.00	5.00	5.0%
	20 - 49		200.00	210.00	10.00	5.0%
	50 - 100		290.00	295.00	5.00	1.7%
	100 +		400.00	420.00	20.00	5.0%
<b>Centre Based Junior Clubs</b>						
Members:	Under 50		100.00	105.00	5.00	5.0%
	50 - 75		145.00	155.00	10.00	6.9%
	76 +		200.00	210.00	10.00	5.0%
Spectator/Non Member admission			0.65	0.65	0.00	0.0%
<b>Swimming Charges (Proposed increase from 1<sup>st</sup> January 2002)</b>						
Adult		per hour	1.90	2.00	0.10	5.3%
Senior (60 +)		"	1.05	1.10	0.05	4.8%
Junior (under 18)		"	0.95	0.95	0.00	0.0%
Concessionary	Adult	"	1.05	1.10	0.05	4.8%
	Junior	"	0.70	0.70	0.00	0.0%
Area Hire - Swimming Pool Hall		"	47.50	49.00	1.50	3.2%
<b>Dryside Activities (Proposed increase from 1<sup>st</sup> January 2002)</b>						
Badminton	Peak	per hour	5.40	5.50	0.10	1.9%
	Off Peak	"	4.00	4.10	0.10	2.5%
Creche (no non-member fee)		"	1.60	1.80	0.20	12.5%
Sports Hall	Peak	"	25.00	26.00	1.00	4.0%
(4 Court Area)	Off Peak	"	17.50	18.00	0.50	2.9%
(6 Court Area)	Peak	"	44.00	45.00	1.00	2.3%
	Off Peak	"	23.00	23.50	0.50	2.2%
Squash	Peak	per 40 mins	3.70	3.70	0.00	0.0%
	Off Peak	"	3.30	3.30	0.00	0.0%

## LEISURE PORTFOLIO

### PROPOSED SCALE OF FEES AND CHARGES FOR 2002/03

#### APPLEMORE RECREATION CENTRE

		<b>Current Charge £</b>	<b>Proposed Charge £</b>	<b>Charge Increase £</b>	<b>Increase %</b>
<b>Fitness Direct (Proposed increase from 1<sup>st</sup> January 2002)</b>					
Fitness Direct Individual		33.00	33.00	0.00	0.0%
Fitness Direct Joint		60.00	60.00	0.00	0.0%
Profiles Annual Individual		330.00	330.00	0.00	0.0%
Profiles Annual Joint		600.00	600.00	0.00	0.0%
Profiles Casual		3.65	3.90	0.25	6.8%
Sauna	per session	2.70	2.80	0.10	3.7%
Sunbed	"	3.90	4.00	0.10	2.6%
Sun Shower	per minute	N/A	0.50	N/A	N/A

## LEISURE PORTFOLIO

### PROPOSED SCALE OF FEES AND CHARGES FOR 2002/03

#### NEW MILTON RECREATION CENTRE

				Current Charge £	Proposed Charge £	Charge Increase £	Increase %
<b>Memberships (Proposed increase from 1<sup>st</sup> April 2002)</b>							
Family				52.00	54.00	2.00	3.8%
Adult	(18 and over)			26.00	27.00	1.00	3.8%
Junior	(under 18)			15.00	15.00	0.00	0.0%
Senior	(60 +)			20.00	21.00	1.00	5.0%
Concessionary				5.00	5.00	0.00	0.0%
<b>Centre Based Clubs</b>							
Members:	Under 20			100.00	105.00	5.00	5.0%
	20 - 49			200.00	210.00	10.00	5.0%
	50 - 100			290.00	295.00	5.00	1.7%
	100 +			400.00	420.00	20.00	5.0%
<b>Centre Based Junior Clubs</b>							
Members:	Under 50			100.00	105.00	5.00	5.0%
	50 - 75			145.00	155.00	10.00	6.9%
	76 +			200.00	210.00	10.00	5.0%
Spectator/Non Member admission				0.65	0.65	0.00	0.0%
<b>Swimming Charges (Proposed increase from 1<sup>st</sup> January 2002)</b>							
Adult		per hour		1.90	2.00	0.10	5.3%
Senior (60 +)		"		1.20	1.25	0.05	4.2%
Junior (under 18)		"		0.95	0.95	0.00	0.0%
Concessionary	Adult	"		1.05	1.10	0.05	4.8%
	Junior	"		0.75	0.70	-0.05	-6.7%
Area Hire - Swimming Pool Hall		"		43.00	44.50	1.50	3.5%
<b>Dryside Activities (Proposed increase from 1<sup>st</sup> January 2002)</b>							
Badminton	Peak	per hour		5.60	5.85	0.25	4.5%
	Off Peak	"		3.95	4.10	0.15	3.8%
Sports Hall	Peak	"		26.50	27.50	1.00	3.8%
	Off Peak	"		16.50	16.50	0.00	0.0%
Squash	Peak	per 40 mins		4.40	4.60	0.20	4.5%
	Off Peak	"		3.50	3.65	0.15	4.3%

## LEISURE PORTFOLIO

### PROPOSED SCALE OF FEES AND CHARGES FOR 2002/03

#### NEW MILTON RECREATION CENTRE

		<b>Current Charge £</b>	<b>Proposed Charge £</b>	<b>Charge Increase £</b>	<b>Increase %</b>
<b>Fitness Direct (Proposed increase from 1<sup>st</sup> January 2002)</b>					
Direct Debit Option 1	Individual	33.00	34.00	1.00	3.0%
	Joint	59.00	61.00	2.00	3.4%
Direct Debit Option 2	Individual	30.00	31.00	1.00	3.3%
	Joint	51.00	53.00	2.00	3.9%
Direct Debit Option 3	Individual	21.00	22.00	1.00	4.8%
Direct Debit Option 4	Individual	20.00	22.00	2.00	10.0%
	Joint	40.00	40.00	0.00	0.0%
Contours	per session	3.65	3.75	0.10	6.8%
Foundry	"	2.50	2.50	0.00	0.0%
Sunbed	"	3.90	4.20	0.30	7.7%
Sun Shower	per minute	N/A	0.50	N/A	N/A



## LEISURE PORTFOLIO

### PROPOSED SCALE OF FEES AND CHARGES FOR 2002/03

#### RINGWOOD RECREATION CENTRE

			Current Charge £	Proposed Charge £	Charge Increase £	Increase %
<b>Memberships (Proposed increase from 1<sup>st</sup> April 2002)</b>						
Family			52.00	54.00	2.00	3.8%
Adult	(18 and over)		26.00	27.00	1.00	3.8%
Junior	(under 18)		15.00	15.00	0.00	0.0%
Senior	(60 +)		20.00	21.00	1.00	5.0%
Concessionary			5.00	5.00	0.00	0.0%
<b>Centre Based Clubs</b>						
Members:	Under 20		100.00	105.00	5.00	5.0%
	20 - 49		200.00	210.00	10.00	5.0%
	50 - 100		290.00	295.00	5.00	1.7%
	100 +		400.00	420.00	20.00	5.0%
<b>Centre Based Junior Clubs</b>						
Members:	Under 50		100.00	105.00	5.00	5.0%
	50 - 75		145.00	155.00	10.00	6.9%
	76 +		200.00	210.00	10.00	5.0%
Spectator/Non Member admission			0.65	0.65	0.00	0.0%
<b>Swimming Charges (Proposed increase from 1<sup>st</sup> January 2002)</b>						
Adult		per hour	1.90	2.00	0.10	5.3%
Senior (60 +)		"	1.20	1.25	0.05	4.2%
Junior (under 18)		"	0.90	0.95	0.05	5.6%
Concessionary	Adult	"	1.05	1.10	0.05	4.8%
	Junior	"	0.70	0.70	0.00	0.0%
Area Hire - Swimming Pool Hall			47.50	49.00	1.50	3.2%
<b>Dryside Activities (Proposed increase from 1<sup>st</sup> January 2002)</b>						
Badminton	Peak	per hour	5.90	6.00	0.10	1.7%
	Off Peak	"	4.40	4.40	0.00	0.0%
Creche		"	1.60	1.80	0.20	12.5%
Sports Hall	Peak	"	29.50	30.00	0.50	1.7%
	Off Peak	"	22.00	22.00	0.00	0.0%
Squash	Peak	per 40 mins	4.00	4.10	0.10	2.5%
	Off Peak	"	3.80	3.80	0.00	0.0%

## LEISURE PORTFOLIO

### PROPOSED SCALE OF FEES AND CHARGES FOR 2002/03

#### RINGWOOD RECREATION CENTRE

			<b>Current Charge £</b>	<b>Proposed Charge £</b>	<b>Charge Increase £</b>	<b>Increase %</b>
<b>Fitness Direct (Proposed increase from 1<sup>st</sup> January 2002)</b>						
Bodyline	Monthly	Individual	31.00	31.00	0.00	0.0%
		Joint	52.50	52.50	0.00	0.0%
Bodyline	Monthly - All Inclusive	Individual	34.00	34.00	0.00	0.0%
		Joint	60.75	60.75	0.00	0.0%
Bodyline	Annual	Individual	310.00	310.00	0.00	0.0%
		Joint	525.00	525.00	0.00	0.0%
Bodyline	Annual - All Inclusive	Individual	340.00	340.00	0.00	0.0%
		Joint	607.50	607.50	0.00	0.0%
Fitness	Peak	per session	3.80	3.90	0.10	2.6%
Sunbed		"	3.80	3.90	0.10	2.6%
Sun Shower		per minute	N/A	0.50	N/A	N/A

## LEISURE PORTFOLIO

### PROPOSED SCALE OF FEES AND CHARGES FOR 2002/03

#### LYMINGTON RECREATION CENTRE

			Current Charge £	Proposed Charge £	Charge Increase £	Increase %
<b>Memberships (Proposed increase from 1<sup>st</sup> April 2002)</b>						
Family			52.00	54.00	2.00	3.8%
Adult	(18 and over)		26.00	27.00	1.00	3.8%
Junior	(under 18)		15.00	15.00	0.00	0.0%
Senior	(60 +)		20.00	21.00	1.00	5.0%
Concessionary			5.00	5.00	0.00	0.0%
<b>Centre Based Clubs</b>						
Members:	Under 20		100.00	105.00	5.00	5.0%
	20 - 49		200.00	210.00	10.00	5.0%
	50 - 100		290.00	295.00	5.00	1.7%
	100 +		400.00	420.00	20.00	5.0%
<b>Centre Based Junior Clubs</b>						
Members:	Under 50		100.00	105.00	5.00	5.0%
	50 - 75		145.00	155.00	10.00	6.9%
	76 +		200.00	210.00	10.00	5.0%
Spectator/Non Member admission			0.65	0.65	0.00	0.0%
<b>Swimming Charges (Proposed increase from 1<sup>st</sup> January 2002)</b>						
Adult		per hour	1.90	2.00	0.10	5.3%
Senior (60 +)		"	1.20	1.25	0.05	4.2%
Junior (under 18)		"	0.95	0.95	0.00	0.0%
Concessionary	Adult	"	1.05	1.10	0.05	4.8%
	Junior	"	0.75	0.70	-0.05	-6.7%
Area Hire - Swimming Pool Hall			47.00	48.50	1.50	3.2%
<b>Dryside Activities (Proposed increase from 1<sup>st</sup> January 2002)</b>						
Badminton	Peak	per hour	5.50	5.75	0.25	4.5%
	Off Peak	"	3.95	4.10	0.15	3.8%
Sports Hall	Peak	"	25.50	26.50	1.00	3.9%
	Off Peak	"	16.00	16.50	0.50	3.1%
Sunbed		per session	3.90	4.20	0.30	7.7%
Sun Showers		per minute	N/A	0.50	N/A	N/A

## LEISURE PORTFOLIO

### PROPOSED SCALE OF FEES AND CHARGES FOR 2002/03

#### TOTTON RECREATION CENTRE

			Current Charge £	Proposed Charge £	Charge Increase £	Increase %
<b>Memberships (Proposed increase from 1<sup>st</sup> April 2002)</b>						
Family			52.00	54.00	2.00	3.8%
Adult	(18 and over)		26.00	27.00	1.00	3.8%
Junior	(under 18)		15.00	15.00	0.00	0.0%
Senior	(60 +)		20.00	21.00	1.00	5.0%
Concessionary			5.00	5.00	0.00	0.0%
<b>Centre Based Clubs</b>						
Members:	Under 20		100.00	105.00	5.00	5.0%
	20 - 49		200.00	210.00	10.00	5.0%
	50 - 100		290.00	295.00	5.00	1.7%
	100 +		400.00	420.00	20.00	5.0%
<b>Centre Based Junior Clubs</b>						
Members:	Under 50		100.00	105.00	5.00	5.0%
	50 - 75		145.00	155.00	10.00	6.9%
	76 +		200.00	210.00	10.00	5.0%
Spectator/Non Member admission			0.65	0.65	0.00	0.0%
<b>Swimming Charges (Proposed increase from 1<sup>st</sup> January 2002)</b>						
Adult		per hour	1.90	2.00	0.10	5.3%
Senior (60 +)		"	1.05	1.10	0.05	4.8%
Junior (under 18)		"	0.95	0.95	0.00	0.0%
Concessionary	Adult	"	1.05	1.10	0.05	4.8%
	Junior	"	0.70	0.70	0.00	0.0%
Area Hire - Swimming Pool Hall			47.50	49.00	1.50	3.2%
<b>Dryside Activities (Proposed increase from 1<sup>st</sup> January 2002)</b>						
Badminton	Peak	per hour	5.60	5.70	0.10	1.8%
	Off Peak	"	4.25	4.35	0.10	2.4%
Creche (no non-member fee)			2.40	2.45	0.05	2.1%
		per 90 mins				
5-A-Side	Peak	per hour	25.00	26.00	1.00	4.0%
	Off Peak	"	18.00	18.00	0.00	0.0%

## LEISURE PORTFOLIO

### PROPOSED SCALE OF FEES AND CHARGES FOR 2002/03

#### TOTTON RECREATION CENTRE

		<b>Current Charge £</b>	<b>Proposed Charge £</b>	<b>Charge Increase £</b>	<b>Increase %</b>
<b>Fitness Direct (Proposed increase from 1<sup>st</sup> January 2002)</b>					
Lifestyles Direct Individual		33.00	33.00	0.00	0.0%
Lifestyles Direct Joint		60.00	60.00	0.00	0.0%
Lifestyles Annual Individual		330.00	330.00	0.00	0.0%
Lifestyles Annual Joint		600.00	600.00	0.00	0.0%
Lifestyles Casual	per session	3.85	3.95	0.10	2.6%
Sunbed	"	4.00	4.00	0.00	0.0%
Sauna/Steam/ Sanarium	Peak	3.30	3.35	0.05	1.5%
	Off Peak	2.30	2.35	0.05	2.2%
Sun Showers	per minute	N/A	0.50	N/A	N/A

**PLANNING DEVELOPMENT CONTROL COMMITTEE**

**PROPOSED SCALE OF FEES AND CHARGES FOR 2002/2003**

	Charges 2001/02 £	Proposed Charges 2002/03 £	% Increase
<b><u>PLANNING APPLICATION COPYING CHARGES</u></b>			
<b>Planning Documents and Plans</b>			
Copy of a Planning Decision	6.80	7.00	2.9
Copy of a Planning Application ( Excluding supporting plans )	6.80	7.00	2.9
Copy of a Planning Enforcement Notice	13.50	13.80	2.2

**Ordinance Survey Maps**

Maps may only be provided for the purposes of making formal applications to this authority,  
e.g.Planning and building Regulations, Hedgerow Regulations, Entertainment licences etc..

Five copies of an extract from an OS map ( for submission with a planning application )	21.50	22.00	2.3
Two copies of an extract from an OS map ( for submission with a building control application )	19.40	20.00	3.1

Further details of the above are available upon request.

**PLANNING APPLICATIONS FEES (Statutory fee set by Government)**

<---Prices on Application--->

**SECTION 106 AGREEMENTS**

Legal Fees	Per Hour	*	50.00	-
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(\*Various fees - see report paragraph 4.2.2)

**NOTE:**

VAT. Charges are inclusive of 17.5% VAT unless otherwise shown.

Charges which are zero rated or not subject to VAT are marked \* either individually or by service.



**New Forest**  
DISTRICT COUNCIL



**New Forest**  
DISTRICT COUNCIL



**New Forest**  
DISTRICT COUNCIL



**New Forest**  
DISTRICT COUNCIL

**COUNCIL TAX BASE 2002/03**

**Appendix 3**

<b>New Forest District</b>										
	<b>Dis. A</b>	<b>Band A</b>	<b>Band B</b>	<b>Band C</b>	<b>Band D</b>	<b>Band E</b>	<b>Band F</b>	<b>Band G</b>	<b>Band H</b>	<b>Total</b>
<b>Dwellings</b>	<b>0</b>	<b>5973</b>	<b>10857</b>	<b>16514</b>	<b>18297</b>	<b>12663</b>	<b>6197</b>	<b>4231</b>	<b>557</b>	<b>75289</b>
<b>Additions</b>										<b>0</b>
<b>Reductions</b>										<b>0</b>
<b>Exemptions</b>	<b>0</b>	<b>313</b>	<b>209</b>	<b>206</b>	<b>233</b>	<b>126</b>	<b>64</b>	<b>43</b>	<b>7</b>	<b>1201</b>
<b>Disabled Relief</b>	<b>6</b>	<b>56</b>	<b>42</b>	<b>28</b>	<b>-18</b>	<b>-48</b>	<b>24</b>	<b>-68</b>	<b>-22</b>	<b>0</b>
<b>Chargeable Dwellings</b>	<b>6</b>	<b>5716</b>	<b>10690</b>	<b>16336</b>	<b>18046</b>	<b>12489</b>	<b>6157</b>	<b>4120</b>	<b>528</b>	<b>74088</b>
<b>Discount - Single</b>	<b>3</b>	<b>3126</b>	<b>4675</b>	<b>5379</b>	<b>5036</b>	<b>2717</b>	<b>1147</b>	<b>620</b>	<b>55</b>	<b>22758</b>
<b>Discount - Empty</b>	<b>0</b>	<b>517</b>	<b>222</b>	<b>370</b>	<b>570</b>	<b>473</b>	<b>328</b>	<b>329</b>	<b>45</b>	<b>2854</b>
<b>Total Discounts</b>	<b>3</b>	<b>4160</b>	<b>5119</b>	<b>6119</b>	<b>6176</b>	<b>3663</b>	<b>1803</b>	<b>1278</b>	<b>145</b>	<b>28466</b>
<b>Discount Deduction</b>	<b>0.75</b>	<b>1040</b>	<b>1279.75</b>	<b>1529.75</b>	<b>1544</b>	<b>915.75</b>	<b>450.75</b>	<b>319.5</b>	<b>36.25</b>	<b>7116.5</b>
<b>Net Dwellings</b>	<b>5.25</b>	<b>4676</b>	<b>9410.25</b>	<b>14806.25</b>	<b>16502</b>	<b>11573.25</b>	<b>5706.25</b>	<b>3800.5</b>	<b>491.75</b>	<b>66971.5</b>
<b>Band D Equivalent</b>	<b>2.92</b>	<b>3117.33</b>	<b>7319.08</b>	<b>13161.11</b>	<b>16502.00</b>	<b>14145.08</b>	<b>8242.36</b>	<b>6334.17</b>	<b>983.50</b>	<b>69807.56</b>
							<b>Collection Rate</b>			<b>0.98</b>
							<b>Sub-Total</b>			<b>68411.4</b>
							<b>Contributions in Lieu</b>			<b>166.3</b>
							<b>Tax Base</b>			<b>68577.7</b>



**COUNCIL TAXBASE 2002/03 (LOCAL COUNCILS)**

ASHURST & COLBURY										
	Dis. A	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H	Total
Dwellings		9	12	23	383	280	133	29	4	873
Additions										0
Reductions										0
Exemptions		2			4	2		1		9
Disabled Relief					4	-1	-1	-1	-1	0
Chargeable Dwellings	0	7	12	23	383	277	132	27	3	864
Discount - Single		3	3	6	100	54	22	2		190
Discount - Empty		1	3		7	2	4	1	1	19
Total Discounts	0	5	9	6	114	58	30	4	2	228
Discount Deduction	0	1.25	2.25	1.5	28.5	14.5	7.5	1	0.5	57
Net Dwellings	0	5.75	9.75	21.5	354.5	262.5	124.5	26	2.5	807
Band D Equivalents	0.0	3.8	7.6	19.1	354.5	320.8	179.8	43.3	5.0	934.0
							Collection Rate			0.98
							Sub-Total			915.3
							Contributions in Lieu			0.0
							Tax Base			915.3

BEAULIEU										
	Dis. A	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H	Total
Dwellings		25	18	29	40	59	63	111	62	407
Additions										0
Reductions										0
Exemptions		1				1	1		1	4
Disabled Relief						1	1	-2		0
Chargeable Dwellings	0	24	18	29	40	59	63	109	61	403
Discount - Single		5	10	10	8	21	13	14	5	86
Discount - Empty		5	1	4	5	18	9	23	7	72
Total Discounts	0	15	12	18	18	57	31	60	19	230
Discount Deduction	0	3.75	3	4.5	4.5	14.25	7.75	15	4.75	57.5
Net Dwellings	0	20.25	15	24.5	35.5	44.75	55.25	94	56.25	345.5
Band D Equivalents	0.0	13.5	11.7	21.8	35.5	54.7	79.8	156.7	112.5	486.2
							Collection Rate			0.98
							Sub-Total			476.5
							Contributions in Lieu			0.0
							Tax Base			476.5

**COUNCIL TAXBASE 2002/03 (LOCAL COUNCILS)**

<b>BOLDRE</b>										
	Dis. A	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H	Total
Dwellings		54	13	23	127	174	198	231	36	856
Additions										0
Reductions										0
Exemptions		1		2	2	4	5	5	1	20
Disabled Relief					1			-1		0
Chargeable Dwellings	0	53	13	21	126	170	193	225	35	836
Discount - Single		26	3	7	31	37	50	44	4	202
Discount - Empty		3		4	8	21	10	16	1	63
Total Discounts	0	32	3	15	47	79	70	76	6	328
Discount Deduction	0	8	0.75	3.75	11.75	19.75	17.5	19	1.5	82
Net Dwellings	0	45	12.25	17.25	114.25	150.25	175.5	206	33.5	754
Band D Equivalents	0.0	30.0	9.5	15.3	114.3	183.6	253.5	343.3	67.0	1016.6
							Collection Rate			0.98
							Sub-Total			996.3
							Contributions in Lieu			0.0
							Tax Base			996.3

<b>BRAMSHAW</b>										
	Dis. A	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H	Total
Dwellings		11	7	33	38	41	49	83	14	276
Additions										0
Reductions										0
Exemptions								1		1
Disabled Relief			1	-1	1	-1	1		-1	0
Chargeable Dwellings	0	11	8	32	39	40	50	82	13	275
Discount - Single		3	5	16	11	10	6	9		60
Discount - Empty		1			1	2	2	8	1	15
Total Discounts	0	5	5	16	13	14	10	25	2	90
Discount Deduction	0	1.25	1.25	4	3.25	3.5	2.5	6.25	0.5	22.5
Net Dwellings	0	9.75	6.75	28	35.75	36.5	47.5	75.75	12.5	252.5
Band D Equivalents	0.0	6.5	5.3	24.9	35.8	44.6	68.6	126.3	25.0	337.0
							Collection Rate			0.98
							Sub-Total			330.3
							Contributions in Lieu			0.0
							Tax Base			330.3

**COUNCIL TAXBASE 2002/03 (LOCAL COUNCILS)**

<b>BRANSGORE</b>										
	Dis. A	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H	Total
Dwellings		21	58	257	567	480	301	78	11	1773
Additions										0
Reductions										0
Exemptions		3	2	1	9		1	1		17
Disabled Relief		1	1	2	2		-4	-2		0
Chargeable Dwellings	0	19	57	258	560	480	296	75	11	1756
Discount - Single		11	28	80	166	112	40	5	1	443
Discount - Empty		1	4	4	19	4	2			34
Total Discounts	0	13	36	88	204	120	44	5	1	511
Discount Deduction	0	3.25	9	22	51	30	11	1.25	0.25	127.75
Net Dwellings	0	15.75	48	236	509	450	285	73.75	10.75	1628.25
Band D Equivalents	0.0	10.5	37.3	209.8	509.0	550.0	411.7	122.9	21.5	1872.7
							Collection Rate			0.98
							Sub-Total			1835.2
							Contributions in Lieu			0.0
							Tax Base			1835.2

<b>BREAMORE</b>										
	Dis. A	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H	Total
Dwellings				25	43	25	26	31	7	157
Additions										0
Reductions										0
Exemptions				1	1	1				3
Disabled Relief										0
Chargeable Dwellings	0	0	0	24	42	24	26	31	7	154
Discount - Single				9	13	4	7	6	1	40
Discount - Empty						1	3	1	1	6
Total Discounts	0	0	0	9	13	6	13	8	3	52
Discount Deduction	0	0	0	2.25	3.25	1.5	3.25	2	0.75	13
Net Dwellings	0	0	0	21.75	38.75	22.5	22.75	29	6.25	141
Band D Equivalents	0.0	0.0	0.0	19.3	38.8	27.5	32.9	48.3	12.5	179.3
							Collection Rate			0.98
							Sub-Total			175.7
							Contributions in Lieu			0.0
							Tax Base			175.7

**COUNCIL TAXBASE 2002/03 (LOCAL COUNCILS)**

<b>BROCKENHURST</b>										
	Dis. A	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H	Total
Dwellings		47	86	65	251	272	243	443	61	1468
Additions										0
Reductions										0
Exemptions		1	2	2	2	6	1	4		18
Disabled Relief			1	1			4	-4	-2	0
Chargeable Dwellings	0	46	85	64	249	266	246	435	59	1450
Discount - Single		9	56	34	88	91	53	81	4	416
Discount - Empty		4	7	7	17	28	15	17		95
Total Discounts	0	17	70	48	122	147	83	115	4	606
Discount Deduction	0	4.25	17.5	12	30.5	36.75	20.75	28.75	1	151.5
Net Dwellings	0	41.75	67.5	52	218.5	229.25	225.25	406.25	58	1298.5
Band D Equivalents	0.0	27.8	52.5	46.2	218.5	280.2	325.4	677.1	116.0	1743.7
							Collection Rate			0.98
							Sub-Total			1708.8
							Contributions in Lieu			0.0
							Tax Base			1708.8

<b>BURLEY</b>										
	Dis. A	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H	Total
Dwellings		29	23	67	84	72	87	225	50	637
Additions										0
Reductions										0
Exemptions		3	1			4	1	4	1	14
Disabled Relief						1	4	-4	-1	0
Chargeable Dwellings	0	26	22	67	84	69	90	217	48	623
Discount - Single		7	7	19	33	21	28	37	3	155
Discount - Empty		7	1	1	6	11	15	25	4	70
Total Discounts	0	21	9	21	45	43	58	87	11	295
Discount Deduction	0	5.25	2.25	5.25	11.25	10.75	14.5	21.75	2.75	73.75
Net Dwellings	0	20.75	19.75	61.75	72.75	58.25	75.5	195.25	45.25	549.25
Band D Equivalents	0.0	13.8	15.4	54.9	72.8	71.2	109.1	325.4	90.5	753.1
							Collection Rate			0.98
							Sub-Total			738.0
							Contributions in Lieu			0.0
							Tax Base			738.0

**COUNCIL TAXBASE 2002/03 (LOCAL COUNCILS)**

COPYTHORNE										
	Dis. A	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H	Total
Dwellings		47	50	81	261	371	211	82	9	1112
Additions										0
Reductions										0
Exemptions		1	2	2	4	4	1			14
Disabled Relief		1	-1	1	3	-2	-1		-1	0
Chargeable Dwellings	0	47	47	80	260	365	209	82	8	1098
Discount - Single		20	22	24	63	73	33	9	1	245
Discount - Empty		4	1	1	8	3	5	1	1	24
Total Discounts	0	28	24	26	79	79	43	11	3	293
Discount Deduction	0	7	6	6.5	19.75	19.75	10.75	2.75	0.75	73.25
Net Dwellings	0	40	41	73.5	240.25	345.25	198.25	79.25	7.25	1024.75
Band D Equivalents	0.0	26.7	31.9	65.3	240.3	422.0	286.4	132.1	14.5	1219.2
							Collection Rate			0.98
							Sub-Total			1194.8
							Contributions in Lieu			0.0
							Tax Base			1194.8

DAMERHAM										
	Dis. A	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H	Total
Dwellings		13	11	53	42	49	26	28	5	227
Additions										0
Reductions										0
Exemptions			2			1				3
Disabled Relief	1	-1								0
Chargeable Dwellings	1	12	9	53	42	48	26	28	5	224
Discount - Single		6	1	16	7	9	6	5		50
Discount - Empty			2	3		3	2	3	1	14
Total Discounts	0	6	5	22	7	15	10	11	2	78
Discount Deduction	0	1.5	1.25	5.5	1.75	3.75	2.5	2.75	0.5	19.5
Net Dwellings	1	10.5	7.75	47.5	40.25	44.25	23.5	25.25	4.5	204.5
Band D Equivalents	0.6	7.0	6.0	42.2	40.3	54.1	33.9	42.1	9.0	235.2
							Collection Rate			0.98
							Sub-Total			230.5
							Contributions in Lieu			0.0
							Tax Base			230.5

**COUNCIL TAXBASE 2002/03 (LOCAL COUNCILS)**

<b>DENNY LODGE</b>										
	Dis. A	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H	Total
Dwellings		18	5	11	20	34	30	19	2	139
Additions										0
Reductions										0
Exemptions						1	1			2
Disabled Relief							1	-1		0
Chargeable Dwellings	0	18	5	11	20	33	30	18	2	137
Discount - Single		5	1	1	8	8	4	2	1	30
Discount - Empty		2		1		1	3	1		8
Total Discounts	0	9	1	3	8	10	10	4	1	46
Discount Deduction	0	2.25	0.25	0.75	2	2.5	2.5	1	0.25	11.5
Net Dwellings	0	15.75	4.75	10.25	18	30.5	27.5	17	1.75	125.5
Band D Equivalent	0.0	10.5	3.7	9.1	18.0	37.3	39.7	28.3	3.5	150.1
							Collection Rate			0.98
							Sub-Total			147.1
							Contributions in Lieu			0.0
							Tax Base			147.1

<b>EAST BOLDRE</b>										
	Dis. A	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H	Total
Dwellings		16	13	76	47	88	94	31	2	367
Additions										0
Reductions										0
Exemptions				1	1	4	1			7
Disabled Relief			1	-1		1	-1			0
Chargeable Dwellings	0	16	14	74	46	85	92	31	2	360
Discount - Single		5	5	22	13	11	23	3	1	83
Discount - Empty		2	1	1	5	7	12	4		32
Total Discounts	0	9	7	24	23	25	47	11	1	147
Discount Deduction	0	2.25	1.75	6	5.75	6.25	11.75	2.75	0.25	36.75
Net Dwellings	0	13.75	12.25	68	40.25	78.75	80.25	28.25	1.75	323.25
Band D Equivalent	0.0	9.2	9.5	60.4	40.3	96.3	115.9	47.1	3.5	382.2
							Collection Rate			0.98
							Sub-Total			374.6
							Contributions in Lieu			0.0
							Tax Base			374.6

**COUNCIL TAXBASE 2002/03 (LOCAL COUNCILS)**

<b>ELLINGHAM, HARBRIDGE &amp; IBSLEY</b>										
	Dis. A	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H	Total
Dwellings		26	12	24	89	86	89	137	28	491
Additions										0
Reductions										0
Exemptions		3		1	2					6
Disabled Relief				1	-1	1	1		-2	0
Chargeable Dwellings	0	23	12	24	86	87	90	137	26	485
Discount - Single		5	7	7	34	26	25	18	3	125
Discount - Empty		1	1		2	4	1	11	4	24
Total Discounts	0	7	9	7	38	34	27	40	11	173
Discount Deduction	0	1.75	2.25	1.75	9.5	8.5	6.75	10	2.75	43.25
Net Dwellings	0	21.25	9.75	22.25	76.5	78.5	83.25	127	23.25	441.75
Band D Equivalents	0.0	14.2	7.6	19.8	76.5	95.9	120.3	211.7	46.5	592.5
							Collection Rate			0.98
							Sub-Total			580.7
							Contributions in Lieu			0.0
							Tax Base			580.7

<b>EXBURY &amp; LEPE</b>										
	Dis. A	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H	Total
Dwellings		3	2	5	37	19	13	14	6	99
Additions										0
Reductions										0
Exemptions										0
Disabled Relief										0
Chargeable Dwellings	0	3	2	5	37	19	13	14	6	99
Discount - Single		3			17	2	2	1		25
Discount - Empty			1		4	6	4	8	1	24
Total Discounts	0	3	2	0	25	14	10	17	2	73
Discount Deduction	0	0.75	0.5	0	6.25	3.5	2.5	4.25	0.5	18.25
Net Dwellings	0	2.25	1.5	5	30.75	15.5	10.5	9.75	5.5	80.75
Band D Equivalents	0.0	1.5	1.2	4.4	30.8	18.9	15.2	16.3	11.0	99.3
							Collection Rate			0.98
							Sub-Total			97.3
							Contributions in Lieu			0.0
							Tax Base			97.3

**COUNCIL TAXBASE 2002/03 (LOCAL COUNCILS)**

<b>FAWLEY</b>										
	Dis. A	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H	Total
Dwellings		668	1433	1365	1678	415	134	51	3	5747
Additions										0
Reductions										0
Exemptions		15	29	9	9	1				63
Disabled Relief	2	8	-4	11	-11	-5	3	-4		0
Chargeable Dwellings	2	661	1400	1367	1658	409	137	47	3	5684
Discount - Single	1	340	446	347	332	47	16	7		1536
Discount - Empty		24	13	16	8	6	4		2	73
Total Discounts	1	388	472	379	348	59	24	7	4	1682
Discount Deduction	0.25	97	118	94.75	87	14.75	6	1.75	1	420.5
Net Dwellings	1.75	564	1282	1272.25	1571	394.25	131	45.25	2	5263.5
Band D Equivalents	1.0	376.0	997.1	1130.9	1571.0	481.9	189.2	75.4	4.0	4826.5
							Collection Rate			0.98
							Sub-Total			4730.0
							Contributions in Lieu			22.7
							Tax Base			4752.7

<b>FORDINGBRIDGE</b>										
	Dis. A	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H	Total
Dwellings		200	335	747	705	365	128	59	7	2546
Additions										0
Reductions										0
Exemptions		14	7	8	5	4	1			39
Disabled Relief		3	1	2	-5	1	-2			0
Chargeable Dwellings	0	189	329	741	695	362	125	59	7	2507
Discount - Single		134	168	247	195	75	20	8		847
Discount - Empty		5	14	22	5	9	3	4	1	63
Total Discounts	0	144	196	291	205	93	26	16	2	973
Discount Deduction	0	36	49	72.75	51.25	23.25	6.5	4	0.5	243.25
Net Dwellings	0	153	280	668.25	643.75	338.75	118.5	55	6.5	2263.75
Band D Equivalents	0.0	102.0	217.8	594.0	643.8	414.0	171.2	91.7	13.0	2247.4
							Collection Rate			0.98
							Sub-Total			2202.5
							Contributions in Lieu			0.0
							Tax Base			2202.5



**COUNCIL TAXBASE 2002/03 (LOCAL COUNCILS)**

<b>GODSHILL</b>										
	<b>Dis. A</b>	<b>Band A</b>	<b>Band B</b>	<b>Band C</b>	<b>Band D</b>	<b>Band E</b>	<b>Band F</b>	<b>Band G</b>	<b>Band H</b>	<b>Total</b>
<b>Dwellings</b>		23	40	8	19	39	35	32	3	199
<b>Additions</b>										0
<b>Reductions</b>										0
<b>Exemptions</b>										0
<b>Disabled Relief</b>										0
<b>Chargeable Dwellings</b>	0	23	40	8	19	39	35	32	3	199
<b>Discount - Single</b>		10	13	2	6	13	2	3	1	50
<b>Discount - Empty</b>		2	2			3			1	8
<b>Total Discounts</b>	0	14	17	2	6	19	2	3	3	66
<b>Discount Deduction</b>	0	3.5	4.25	0.5	1.5	4.75	0.5	0.75	0.75	16.5
<b>Net Dwellings</b>	0	19.5	35.75	7.5	17.5	34.25	34.5	31.25	2.25	182.5
<b>Band D Equivalent</b>	0.0	13.0	27.8	6.7	17.5	41.9	49.8	52.1	4.5	213.3
							<b>Collection Rate</b>			<b>0.98</b>
							<b>Sub-Total</b>			<b>209.0</b>
							<b>Contributions in Lieu</b>			<b>0.0</b>
							<b>Tax Base</b>			<b>209.0</b>

**COUNCIL TAXBASE 2002/03 (LOCAL COUNCILS)**

HALE										
	Dis. A	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H	Total
Dwellings		13	1	25	36	61	45	42	8	231
Additions										0
Reductions										0
Exemptions		1				1	1	1		4
Disabled Relief					1		-1			0
Chargeable Dwellings	0	12	1	25	37	60	43	41	8	227
Discount - Single		4		7	8	7	10	3	1	40
Discount - Empty				1	2	3	1	1		8
Total Discounts	0	4	0	9	12	13	12	5	1	56
Discount Deduction	0	1	0	2.25	3	3.25	3	1.25	0.25	14
Net Dwellings	0	11	1	22.75	34	56.75	40	39.75	7.75	213
Band D Equivalents	0.0	7.3	0.8	20.2	34.0	69.4	57.8	66.3	15.5	271.2
							Collection Rate			0.98
							Sub-Total			265.8
							Contributions in Lieu			0.0
							Tax Base			265.8

HORDLE										
	Dis. A	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H	Total
Dwellings		217	57	427	900	541	200	111	4	2457
Additions										0
Reductions										0
Exemptions		6		5	10	6	2	2		31
Disabled Relief		1	2	1	3	-5	1	-3		0
Chargeable Dwellings	0	212	59	423	893	530	199	106	4	2426
Discount - Single		96	29	162	247	107	28	10	1	680
Discount - Empty		8	3	10	24	12	12	8		77
Total Discounts	0	112	35	182	295	131	52	26	1	834
Discount Deduction	0	28	8.75	45.5	73.75	32.75	13	6.5	0.25	208.5
Net Dwellings	0	184	50.25	377.5	819.25	497.25	186	99.5	3.75	2217.5
Band D Equivalents	0.0	122.7	39.1	335.6	819.3	607.8	268.7	165.8	7.5	2366.3
							Collection Rate			0.98
							Sub-Total			2319.0
							Contributions in Lieu			0.0
							Tax Base			2319.0

**COUNCIL TAXBASE 2002/03 (LOCAL COUNCILS)**

HYDE										
	Dis. A	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H	Total
Dwellings		31	10	19	33	89	118	101	12	413
Additions										0
Reductions										0
Exemptions		1	1		1	2	1			6
Disabled Relief							1	-1		0
Chargeable Dwellings	0	30	9	19	32	87	118	100	12	407
Discount - Single		10	1	10	8	26	20	11		86
Discount - Empty		2	4	1	1	4	7	3		22
Total Discounts	0	14	9	12	10	34	34	17	0	130
Discount Deduction	0	3.5	2.25	3	2.5	8.5	8.5	4.25	0	32.5
Net Dwellings	0	26.5	6.75	16	29.5	78.5	109.5	95.75	12	374.5
Band D Equivalents	0.0	17.7	5.3	14.2	29.5	95.9	158.2	159.6	24.0	504.3
							Collection Rate			0.98
							Sub-Total			494.2
							Contributions in Lieu			0.0
							Tax Base			494.2

HYTHE & DIBDEN										
	Dis. A	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H	Total
Dwellings		892	2128	2009	1632	1285	391	234	31	8602
Additions										0
Reductions										0
Exemptions		17	65	34	19	6	1	1		143
Disabled Relief		14	-4	7	-4	-5	-3	-4	-1	0
Chargeable Dwellings	0	889	2059	1982	1609	1274	387	229	30	8459
Discount - Single		558	880	558	365	189	54	27	6	2637
Discount - Empty		28	30	23	20	24	20	50	7	202
Total Discounts	0	614	940	604	405	237	94	127	20	3041
Discount Deduction	0	153.5	235	151	101.25	59.25	23.5	31.75	5	760.25
Net Dwellings	0	735.5	1824	1831	1507.75	1214.75	363.5	197.25	25	7698.75
Band D Equivalents	0.0	490.3	1418.7	1627.6	1507.8	1484.7	525.1	328.8	50.0	7432.8
							Collection Rate			0.98
							Sub-Total			7284.1
							Contributions in Lieu			48.6
							Tax Base			7332.7

**COUNCIL TAXBASE 2002/03 (LOCAL COUNCILS)**

<b>LYMINGTON &amp; PENNINGTON</b>										
	Dis. A	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H	Total
Dwellings		303	698	1879	1322	1385	931	525	32	7075
Additions										0
Reductions										0
Exemptions		10	16	31	25	25	17	7		131
Disabled Relief	1	3	6	-4	4	-2	0	-5	-3	0
Chargeable Dwellings	1	296	688	1844	1301	1358	914	513	29	6944
Discount - Single	1	174	393	747	480	414	266	113	1	2589
Discount - Empty		36	30	85	89	90	60	47	1	438
Total Discounts	1	246	453	917	658	594	386	207	3	3465
Discount Deduction	0.25	61.5	113.25	229.25	164.5	148.5	96.5	51.75	0.75	866.25
Net Dwellings	0.75	234.5	574.75	1614.75	1136.5	1209.5	817.5	461.25	28.25	6077.75
Band D Equivalents	0.4	156.3	447.0	1435.3	1136.5	1478.3	1180.8	768.8	56.5	6660.0
							Collection Rate			0.98
							Sub-Total			6526.8
							Contributions in Lieu			0.0
							Tax Base			6526.8

<b>LYNDHURST</b>										
	Dis. A	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H	Total
Dwellings		164	66	253	309	300	156	147	18	1413
Additions										0
Reductions										0
Exemptions		5	3	5	10	3	7			33
Disabled Relief					2	-2	5	-4	-1	0
Chargeable Dwellings	0	159	63	248	301	295	154	143	17	1380
Discount - Single		91	35	93	120	88	22	23	3	475
Discount - Empty		11	3	13	31	16	7	9	1	91
Total Discounts	0	113	41	119	182	120	36	41	5	657
Discount Deduction	0	28.25	10.25	29.75	45.5	30	9	10.25	1.25	164.25
Net Dwellings	0	130.75	52.75	218.25	255.5	265	145	132.75	15.75	1215.75
Band D Equivalents	0.0	87.2	41.0	194.0	255.5	323.9	209.4	221.3	31.5	1363.8
							Collection Rate			0.98
							Sub-Total			1336.5
							Contributions in Lieu			0.0
							Tax Base			1336.5

**COUNCIL TAXBASE 2002/03 (LOCAL COUNCILS)**

<b>MARCHWOOD</b>										
	Dis. A	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H	Total
Dwellings		278	416	440	582	451	47	11	2	2227
Additions										0
Reductions										0
Exemptions		130	3	21	29	1	1	1	2	188
Disabled Relief			3		4	-7	1	-1		0
Chargeable Dwellings	0	148	416	419	557	443	47	9	0	2039
Discount - Single		78	192	121	79	55	6			531
Discount - Empty		16	2	5	4	2	1			30
Total Discounts	0	110	196	131	87	59	8	0	0	591
Discount Deduction	0	27.5	49	32.75	21.75	14.75	2	0	0	147.75
Net Dwellings	0	120.5	367	386.25	535.25	428.25	45	9	0	1891.25
Band D Equivalents	0.0	80.3	285.4	343.3	535.3	523.4	65.0	15.0	0.0	1847.8
							Collection Rate			0.98
							Sub-Total			1810.8
							Contributions in Lieu			95.0
							Tax Base			1905.8

<b>MARTIN</b>										
	Dis. A	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H	Total
Dwellings		10	11	32	13	17	47	37	1	168
Additions										0
Reductions										0
Exemptions							1	1		2
Disabled Relief			2	-2		1	-1			0
Chargeable Dwellings	0	10	13	30	13	18	45	36	1	166
Discount - Single		4	7	12	7	3	7	8		48
Discount - Empty					2			1		3
Total Discounts	0	4	7	12	11	3	7	10	0	54
Discount Deduction	0	1	1.75	3	2.75	0.75	1.75	2.5	0	13.5
Net Dwellings	0	9	11.25	27	10.25	17.25	43.25	33.5	1	152.5
Band D Equivalents	0.0	6.0	8.8	24.0	10.3	21.1	62.5	55.8	2.0	190.4
							Collection Rate			0.98
							Sub-Total			186.6
							Contributions in Lieu			0.0
							Tax Base			186.6

**COUNCIL TAXBASE 2002/03 (LOCAL COUNCILS)**

<b>MILFORD ON SEA</b>										
	<b>Dis. A</b>	<b>Band A</b>	<b>Band B</b>	<b>Band C</b>	<b>Band D</b>	<b>Band E</b>	<b>Band F</b>	<b>Band G</b>	<b>Band H</b>	<b>Total</b>
Dwellings		82	89	261	642	771	381	323	6	2555
Additions										0
Reductions										0
Exemptions		5	1	4	15	11	6	2		44
Disabled Relief			2	1	6	-3	2	-8		0
Chargeable Dwellings	0	77	90	258	633	757	377	313	6	2511
Discount - Single		21	53	101	242	245	94	52	2	810
Discount - Empty		37	6	36	118	83	24	19	1	324
Total Discounts	0	95	65	173	478	411	142	90	4	1458
Discount Deduction	0	23.75	16.25	43.25	119.5	102.75	35.5	22.5	1	364.5
Net Dwellings	0	53.25	73.75	214.75	513.5	654.25	341.5	290.5	5	2146.5
Band D Equivalents	0.0	35.5	57.4	190.9	513.5	799.6	493.3	484.2	10.0	2584.3
							Collection Rate			0.98
							Sub-Total			2532.6
							Contributions in Lieu			0.0
							Tax Base			2532.6

<b>MINSTEAD</b>										
	<b>Dis. A</b>	<b>Band A</b>	<b>Band B</b>	<b>Band C</b>	<b>Band D</b>	<b>Band E</b>	<b>Band F</b>	<b>Band G</b>	<b>Band H</b>	<b>Total</b>
Dwellings		31	7	28	19	29	75	80	24	293
Additions										0
Reductions										0
Exemptions		1		1	1	1	1			5
Disabled Relief						1	-1			0
Chargeable Dwellings	0	30	7	27	18	29	73	80	24	288
Discount - Single		14	3	8	3	5	12	9	5	59
Discount - Empty		2	1	4	3	2	6	4	1	23
Total Discounts	0	18	5	16	9	9	24	17	7	105
Discount Deduction	0	4.5	1.25	4	2.25	2.25	6	4.25	1.75	26.25
Net Dwellings	0	25.5	5.75	23	15.75	26.75	67	75.75	22.25	261.75
Band D Equivalents	0.0	17.0	4.5	20.4	15.8	32.7	96.8	126.3	44.5	357.9
							Collection Rate			0.98
							Sub-Total			350.7
							Contributions in Lieu			0.0
							Tax Base			350.7

**COUNCIL TAXBASE 2002/03 (LOCAL COUNCILS)**

NETLEY MARSH										
	Dis. A	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H	Total
Dwellings		104	7	86	221	196	104	56	16	790
Additions										0
Reductions										0
Exemptions		4			1	3		1		9
Disabled Relief				1		1	-1	2	-3	0
Chargeable Dwellings	0	100	7	87	220	194	103	57	13	781
Discount - Single		37	5	22	51	28	8	7	3	161
Discount - Empty		4		3	5	6		4	2	24
Total Discounts	0	45	5	28	61	40	8	15	7	209
Discount Deduction	0	11.25	1.25	7	15.25	10	2	3.75	1.75	52.25
Net Dwellings	0	88.75	5.75	80	204.75	184	101	53.25	11.25	728.75
Band D Equivalents	0.0	59.2	4.5	71.1	204.8	224.9	145.9	88.8	22.5	821.5
							Collection Rate			0.98
							Sub-Total			805.1
							Contributions in Lieu			0.0
							Tax Base			805.1

NEW MILTON										
	Dis. A	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H	Total
Dwellings		1332	1379	2184	3437	2269	959	241	9	11810
Additions										0
Reductions										0
Exemptions		56	29	21	45	20	7	5	0	183
Disabled Relief		3	17	5	-3	-13	6	-14	-1	0
Chargeable Dwellings	0	1279	1367	2168	3389	2236	958	222	8	11627
Discount - Single		646	658	883	1137	534	154	16	1	4029
Discount - Empty		267	30	64	125	65	57	22	1	631
Total Discounts	0	1180	718	1011	1387	664	268	60	3	5291
Discount Deduction	0	295	179.5	252.75	346.75	166	67	15	0.75	1322.75
Net Dwellings	0	984	1187.5	1915.25	3042.25	2070	891	207	7.25	10304.25
Band D Equivalents	0.0	656.0	923.6	1702.4	3042.3	2530.0	1287.0	345.0	14.5	10500.8
							Collection Rate			0.98
							Sub-Total			10290.8
							Contributions in Lieu			0.0
							Tax Base			10290.8

**COUNCIL TAXBASE 2002/03 (LOCAL COUNCILS)**

RINGWOOD										
	Dis. A	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H	Total
Dwellings		511	707	1789	1480	789	361	228	23	5888
Additions										0
Reductions										0
Exemptions		17	17	17	15	6	3	4		79
Disabled Relief		7	1	4	-6	-5	8	-8	-1	0
Chargeable Dwellings	0	501	691	1776	1459	778	366	216	22	5809
Discount - Single		303	376	592	412	141	36	30		1890
Discount - Empty		19	30	18	15	14	17	15		128
Total Discounts	0	341	436	628	442	169	70	60	0	2146
Discount Deduction	0	85.25	109	157	110.5	42.25	17.5	15	0	536.5
Net Dwellings	0	415.75	582	1619	1348.5	735.75	348.5	201	22	5272.5
Band D Equivalents	0.0	277.2	452.7	1439.1	1348.5	899.3	503.4	335.0	44.0	5299.1
							Collection Rate			0.98
							Sub-Total			5193.1
							Contributions in Lieu			0.0
							Tax Base			5193.1

ROCKBOURNE										
	Dis. A	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H	Total
Dwellings		3	9	21	23	21	17	38	9	141
Additions										0
Reductions										0
Exemptions			1	1		1	1			4
Disabled Relief										0
Chargeable Dwellings	0	3	8	20	23	20	16	38	9	137
Discount - Single		2	5	8	5	5	3	9	3	40
Discount - Empty			1	1	1	1	1	1		6
Total Discounts	0	2	7	10	7	7	5	11	3	52
Discount Deduction	0	0.5	1.75	2.5	1.75	1.75	1.25	2.75	0.75	13
Net Dwellings	0	2.5	6.25	17.5	21.25	18.25	14.75	35.25	8.25	124
Band D Equivalents	0.0	1.7	4.9	15.6	21.3	22.3	21.3	58.8	16.5	162.2
							Collection Rate			0.98
							Sub-Total			159.0
							Contributions in Lieu			0.0
							Tax Base			159.0



**COUNCIL TAXBASE 2002/03 (LOCAL COUNCILS)**

SANDLEHEATH										
	Dis. A	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H	Total
Dwellings		4	4	31	46	69	30	46	4	234
Additions										0
Reductions										0
Exemptions				1	1		1	1		4
Disabled Relief				1		-1	1	-1		0
Chargeable Dwellings	0	4	4	31	45	68	30	44	4	230
Discount - Single		3	1	5	16	15	7	6		53
Discount - Empty						2	4			6
Total Discounts	0	3	1	5	16	19	15	6	0	65
Discount Deduction	0	0.75	0.25	1.25	4	4.75	3.75	1.5	0	16.25
Net Dwellings	0	3.25	3.75	29.75	41	63.25	26.25	42.5	4	213.75
Band D Equivalents	0.0	2.2	2.9	26.4	41.0	77.3	37.9	70.8	8.0	266.6
							Collection Rate			0.98
							Sub-Total			261.3
							Contributions in Lieu			0.0
							Tax Base			261.3

SOPLEY										
	Dis. A	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H	Total
Dwellings		11	20	39	80	62	45	25	4	286
Additions										0
Reductions										0
Exemptions		1		1	2	3			1	8
Disabled Relief			1		-1					0
Chargeable Dwellings	0	10	21	38	77	59	45	25	3	278
Discount - Single		4	8	11	15	18	4	3		63
Discount - Empty		4		1	3	1		3		12
Total Discounts	0	12	8	13	21	20	4	9	0	87
Discount Deduction	0	3	2	3.25	5.25	5	1	2.25	0	21.75
Net Dwellings	0	7	19	34.75	71.75	54	44	22.75	3	256.25
Band D Equivalents	0.0	4.7	14.8	30.9	71.8	66.0	63.6	37.9	6.0	295.6
							Collection Rate			0.98
							Sub-Total			289.7
							Contributions in Lieu			0.0
							Tax Base			289.7

**COUNCIL TAXBASE 2002/03 (LOCAL COUNCILS)**

SWAY										
	Dis. A	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H	Total
Dwellings		59	21	132	265	432	269	219	36	1433
Additions										0
Reductions										0
Exemptions		2	1	1	5	2		1	1	13
Disabled Relief			3	-3	3	-1		1	-3	0
Chargeable Dwellings	0	57	23	128	263	429	269	219	32	1420
Discount - Single		24	13	50	112	105	51	23	4	382
Discount - Empty		4	2	5	13	7	7	13	5	56
Total Discounts	0	32	17	60	138	119	65	49	14	494
Discount Deduction	0	8	4.25	15	34.5	29.75	16.25	12.25	3.5	123.5
Net Dwellings	0	49	18.75	113	228.5	399.25	252.75	206.75	28.5	1296.5
Band D Equivalents	0.0	32.7	14.6	100.4	228.5	488.0	365.1	344.6	57.0	1630.8
							Collection Rate			0.98
							Sub-Total			1598.2
							Contributions in Lieu			0.0
							Tax Base			1598.2

TOTTON & ELING										
	Dis. A	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H	Total
Dwellings		703	3103	3920	2749	973	116	17	1	11582
Additions										0
Reductions										0
Exemptions		13	27	36	14	2				92
Disabled Relief	2	16	9	1	-21	-3	-2	-1	-1	0
Chargeable Dwellings	2	706	3085	3885	2714	968	114	16	0	11490
Discount - Single	1	454	1239	1128	589	107	4	2		3524
Discount - Empty		17	29	31	18	10	6	3		114
Total Discounts	1	488	1297	1190	625	127	16	8	0	3752
Discount Deduction	0.25	122	324.25	297.5	156.25	31.75	4	2	0	938
Net Dwellings	1.75	584	2760.75	3587.5	2557.75	936.25	110	14	0	10552
Band D Equivalents	1.0	389.3	2147.3	3188.9	2557.8	1144.3	158.9	23.3	0.0	9610.7
							Collection Rate			0.98
							Sub-Total			9418.5
							Contributions in Lieu			0.0
							Tax Base			9418.5

**COUNCIL TAXBASE 2002/03 (LOCAL COUNCILS)**

WHITSBURY										
	Dis. A	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H	Total
Dwellings			5	27	27	3	12	17	4	95
Additions				1						1
Reductions										0
Exemptions										0
Disabled Relief										0
Chargeable Dwellings	0	0	5	26	27	3	12	17	4	94
Discount - Single			2	10	4	1	4	6		27
Discount - Empty				5			2			7
Total Discounts	0	0	2	20	4	1	8	6	0	41
Discount Deduction	0	0	0.5	5	1	0.25	2	1.5	0	10.25
Net Dwellings	0	0	4.5	21	26	2.75	10	15.5	4	83.75
Band D Equivalents	0.0	0.0	3.5	18.7	26.0	3.4	14.4	25.8	8.0	99.8
							Collection Rate			0.98
							Sub-Total			97.8
							Contributions in Lieu			0.0
							Tax Base			97.8

WOODGREEN										
	Dis. A	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H	Total
Dwellings		15	1	20	50	51	33	49	3	222
Additions										0
Reductions										0
Exemptions					1		1			2
Disabled Relief							2	-2		0
Chargeable Dwellings	0	15	1	20	49	51	34	47	3	220
Discount - Single		11		4	11	10	7	8		51
Discount - Empty					1	2	2	3		8
Total Discounts	0	11	0	4	13	14	11	14	0	67
Discount Deduction	0	2.75	0	1	3.25	3.5	2.75	3.5	0	16.75
Net Dwellings	0	12.25	1	19	45.75	47.5	31.25	43.5	3	203.25
Band D Equivalents	0.0	8.2	0.8	16.9	45.8	58.1	45.1	72.5	6.0	253.3
							Collection Rate			0.98
							Sub-Total			248.2
							Contributions in Lieu			0.0
							Tax Base			248.2

## VALUATION BANDS

All dwellings have been valued by the Inland Revenue for the purpose of Council Tax. Valuations are based on property prices at April 1991. There are eight valuation bands and each dwelling has been placed into one of these bands according to its assessed value at that time. Band A is the lowest. The higher the band, the higher the charge will be. See the table below:-

BAND	RANGE OF VALUES	PROPORTION
A	Up to £40,000	£1.00
B	Over £40,000 - £52,000	£1.17
C	Over £52,000 - £68,000	£1.33
D	Over £68,000 - £88,000	£1.50
E	Over £88,000 -£120,000	£1.83
F	Over £120,000 -£160,000	£2.17
G	Over £160,000 -£320,000	£2.50
H	Over £320,000	£3.00

**For every £1.00 of Council Tax for a band 'A' property, a band 'B' property will be charged £1.17 - and so on. Any discounts and rebates would make the difference less than this.**

## COMPARATIVE TAXBASES FOR 2000/01 AND 2001/02

PARISH/TOWN	2001/02 TAX BASE	2002/03 TAX BASE
Ashurst & Colbury	906.3	915.3
Beaulieu	472.4	476.5
Boldre	990.1	996.3
Bramshaw	329.5	330.3
Bransgore	1826.3	1835.2
Breamore	171.4	175.7
Brockenhurst	1721.6	1708.8
Burley	749.6	738.0
Copythorne	1192.2	1194.8
Damerham	233.2	230.5
Denny Lodge	148.7	147.1
East Boldre	378.7	374.6
Ellingham, Harbridge & Ibsley	578.2	580.7
Exbury & Lepe	96.7	97.3
Fawley	4723.6	4752.7
Fordingbridge	2149.5	2202.5
Godshill	206.6	209.0
Hale	263.3	265.8
Hordle	2313.0	2319.0
Hyde	482.3	494.2
Hythe & Dibden	7329.3	7332.7
Lymington & Pennington	6548.3	6526.8
Lyndhurst	1343.3	1336.5
Marchwood	1861.7	1905.8
Martin	185.6	186.6
Milford on Sea	2528.7	2532.6
Minstead	348.8	350.7
Netley Marsh	805.8	805.1
New Milton	10228.3	10290.8
Ringwood	5167.0	5193.1
Rockbourne	160.5	159.0
Sandleheath	261.4	261.3
Sopley	294.6	289.7
Sway	1587.3	1598.2
Totton & Eling	9291.5	9418.5
Whitsbury	101.2	97.8
Woodgreen	248.2	248.2
<b>Whole District</b>	<b>68224.7</b>	<b>68577.7</b>

STANDING ORDERS FOR MEETINGS

1. *Interpretation*

***In these Standing Orders –***

***“the 1972 Act” means the Local Government Act 1972, as amended***

***“Cabinet” means the formal Council body defined as the executive under the Local Government Act 2000***

***“Chief Executive” means the Head of the Council’s Paid Service***

***“Committee” means any Committee appointed by the Council***

***“he”, “him”, “his” and “himself” includes “she”, “her” and “herself”***

***“Leader” means the Councillor appointed by the Council to be its principal political leader***

***“Monitoring Officer” means the person appointed under section 5 of the Local Government and Housing Act 1989***

***“opposition group” means any political group, excluding the political group which contains the largest number of Council members***

***“Panel” means Review Panel (except where the term “Appeals Panel” is used)***

***“political group” means a group of Councillors who:***

***wish to associate together for the allocation of Committee and Panel places; and***

***inform the Chief Executive of that fact in writing***

***“portfolio” means an activity which is the responsibility of a single cabinet member***

***“portfolio holder” means the Councillor responsible for a specific portfolio***

***“Sub-Committee“ means any group, whether or not called a Sub-Committee, which is appointed by the Cabinet, a Committee or Panel for specified purposes. (\*See Note for Guidance below)***

***“working day” means Mondays to Fridays, excluding days of public holiday; and a working day ends when the Council’s offices at Appletree Court, Lyndhurst close for normal business on that day***

## *DISPUTES BETWEEN CABINET AND COUNCIL*

25. *Resolving Disputes between the Council and Cabinet*

**25.1 *The mechanism for resolving disputes between the Council and Cabinet shall be as stated in*** Chapter 21 of ***the Council's Constitution***. That Chapter shall comply with the requirements of The Local Authorities (Standing Orders) (England) Regulations 2001.



**PROCEDURE FOR RESOLVING DISPUTES BETWEEN COUNCIL AND  
CABINET**

**INTERPRETATION**

1. In this Chapter, "plan or strategy" means a plan or strategy referred to in Annex 2 to Chapter 1 of the Constitution, and any other plans or strategies that full Council decide should be added to the list in Annex 2, (subject to the separate provisions relating to the statutory components of the budget in paragraph 10).
2. Where notification is required to be submitted to any Councillor or officer of the Council under the procedure in this Chapter, the notification may be transmitted electronically.

**PROCEDURE FOR DEALING WITH RECOMMENDATIONS FROM CABINET**

3. The Cabinet is responsible for formulating or preparing plans or strategies, or alterations to plans or strategies, for submission to the full Council. In doing so, it shall undertake any consultations required under this Constitution.
4. The full Council is responsible for approving plans and strategies. In doing so, it shall in all cases consider a written recommendation from the Cabinet.
5. The procedure in this Chapter lays down the action that must be taken where the Cabinet has submitted a draft plan or strategy, or amendments to an existing plan or strategy, to full Council for consideration, and, following consideration of the draft plan or strategy, or the amendments, the Council has any objections to the Cabinet's proposals.
6. Before the Council adopts, approves, amends or modifies the plan or strategy, it must instruct the Chief Executive to take the action in paragraph 7.
7. As soon as reasonably practicable, and in all case within two working days, after the meeting at which the Council objected as in paragraph 5 above, the Chief Executive shall give written notification to the Leader of the Council in the following terms:

"[NAME OF PLAN OR STRATEGY]

At its meeting on [date] full Council objected to this plan or strategy as recommended to it by the Cabinet for [adoption][approval][amendment].  
The objections agreed by Council were:

[ ]

Under legislation and the Council's Constitution, the Executive must reconsider the [name of plan or strategy] in the light of the Council's objections.

The Executive must either:

- (a) submit a revised [name of plan or strategy], with its reasons for any amendment, to the Council for its consideration; or
- (b) inform the Council of any disagreement it has with any of the Council's objections, and its reasons for the disagreement.

The Executive must take this action by [date (1)\*]

[It is proposed that this item is placed on the agenda for the Cabinet meeting already arranged for [date and time]]

OR

[I will contact you separately to arrange a date and time for a special Cabinet meeting]

OR

[As discussed, a special Cabinet meeting to consider this matter is being arranged for [date and time]]

OR

[\*\*Please notify me by [date] of any revisions the Executive proposes to the [name of plan or strategy], with reasons, and/or the Executive's reasons for any disagreement with the Council's objections]."

\* The date at (1) must be not less than 5 working days from and including the day after the Leader receives this notification.

\*\* This option may be used only where the Monitoring Officer is satisfied that (a) it would not be practicable to convene a formal Cabinet meeting within the specified time, and (b) the Council's objections are not major or strategic, and the nature of them makes it practicable for the Leader to respond without convening a formal Cabinet meeting.

8. When the Executive has reconsidered the matter in the light of the Council's objections, the Chief Executive shall arrange for the plan or strategy to be referred to the next full Council meeting or, if necessary, a special Council meeting. The reference to the Council meeting shall include all of the following information that has been received from the Executive by the date at (1) in paragraph 7 above:

- a) any amendments to the draft plan or strategy proposed by the Executive;
- b) the reasons for those amendments;
- c) any disagreement the Executive has with the Council's objections to the plan or strategy; and
- d) the reasons for that disagreement.

9. The Council shall take the information in 8 (a) to (d) into account when it adopts, approves, amends or modifies the plan or strategy. The Council's decision, whether it be to follow or to reject the views of the Executive, shall be implemented immediately.
10. Where, before 8 February in any financial year, the Cabinet submits to full Council for consideration in relation to the following financial year the statutory components of the budget (defined below\*), the procedure in paragraphs 5 to 9 above shall also apply before the Council makes a calculation, or issues a precept, under any of the legislation included in the definition. The Chief Executive's notification to the Leader shall be in similar terms to that in paragraph 7 of this Chapter.

\*The "statutory components of the budget" means:

- (a) estimates of the amounts to be aggregated in making a calculation (whether originally or by way of substitute) in accordance with any of sections 32 to 37 or 43 to 49, of the Local Government Finance Act 1992;
- (b) estimates of other amounts to be used for the purposes of such a calculation;
- (c) estimates of such a calculation; or
- (d) amounts required to be stated in a precept under Chapter IV of Part 1 of the Local Government Finance Act 1992

but not

- (a) calculations or substitute calculations which an authority is required to make in accordance with section 52I, 52J, 52T or 52U of the Local Government Finance Act 1992; or
- (b) amounts stated in a precept issued to give effect to calculations or substitute calculations made in accordance with section 52J or 52U of that Act.

STANDING ORDERS FOR GENERAL PROCEDURES

(THESE STANDING ORDERS DO NOT RELATE TO PROCEEDINGS AT MEETINGS)

1. *Interpretation*

***In these Standing Orders –***

***“the 1972 Act” means the Local Government Act 1972, as amended***

***“Cabinet” means the formal Council body defined as the executive under the Local Government Act 2000***

***“Chief Executive” means the Head of the Council’s Paid Service***

***“Chief Officer” means -***

***the Chief Executive;***

***the Monitoring Officer;***

***the officer responsible for the proper administration of the Council’s financial affairs under section 151 of the 1972 Act; and***

***any other person the Council designates as a Chief Officer, and whose name is entered as such in a list which may be inspected by the public.***

***“he”, “him”, “his” and “himself” includes “she”, “her” and “herself”***

***“Monitoring Officer” means the person appointed under section 5 of the Local Government and Housing Act 1989***

***“Sub-Committee“ means any group, whether or not called a Sub-Committee, which is appointed by the Cabinet, a Committee or Panel for specified purposes.***

15. *Appointment of Chief Officers and Monitoring Officer - Advertisement, Shortlist and Interview*

15.1 Where the Council proposes to appoint a Chief Officer, and does not propose that the appointment shall be made exclusively from among existing Council officers, it shall:

- (a) draw up a statement specifying:
  - (i) the duties of the officer concerned, and
  - (ii) any qualifications or qualities to be sought in the person to be appointed;
- (b) make arrangements for the post to be advertised in such a way as is likely to bring it to the attention of persons who are qualified to apply for it; and
- (c) make arrangements for a copy of the statement mentioned in (a) to be sent to any person on request.

***The General Purposes and Licensing Committee shall take this action where the Chief Executive is to be appointed. The Chief Executive shall take this action where any other Chief Officer is to be appointed.***

- 15.2 (a) Where a post has been advertised as 15.1(b), the Council shall:
- (i) interview all qualified applicants for the post, or
  - (ii) select a short list of qualified applicants and interview those included on the short list.
- (b) Where no qualified person has applied, the Council shall make further arrangements for advertisement under 15.1(b).

***The Council may authorise a Committee, Sub-Committee or the Chief Executive to take this action on its behalf.***

**15.3 *Standing Order 15A also applies when it is proposed to appoint a Chief Officer (except the Monitoring Officer).***

~~15.3 The General Purposes and Licensing Committee shall take action under 15.1 to appoint the Chief Executive.~~

~~The Chief Executive shall take action under 15.1 to appoint any other Chief Officer.~~

~~The Council shall take action under 15.2. Alternatively the Cabinet may authorise a Committee, Sub-Committee or the Chief Executive to take action on its behalf.~~

~~The Council shall appoint every Chief Officer.~~

~~**15.4 The Council shall appoint a Monitoring Officer. The Monitoring Officer shall not be the Chief Executive.**~~

*(Note: The first 3 sub-paragraphs of 15.3 have been incorporated into 15.1 and 15.2. The fourth sub-paragraph has been incorporated into 15A.2. 15.4 has been incorporated into 15B).*

15A. Appointment and dismissal of Chief Officers and deputy chief officers, and notification of proposals to the Executive.

15A.1 This Standing Order applies to appointments to, and dismissals from, the following posts:

Chief Officers, as defined in Standing Order 1, but excluding the Monitoring Officer;

non-statutory chief officers within the meaning of section 2(7) of the Local Government and Housing Act 1989; and

deputy chief officers within the meaning of section 2(8) of the Local Government and Housing Act 1989.

The Chief Executive shall maintain a list of posts falling within the definition of non-statutory chief officer, and deputy chief officer.

Appointment

15A.2 The Council shall approve the appointment of every Chief Officer before an offer of appointment is made.

*The Council, a Committee, Sub-Committee or officer, as appropriate, shall appoint other officers to whom this Standing Order relates. Normally, the appointment shall be made by an officer. If, exceptionally, the appointment*

*is made by a Committee or Sub-Committee, at least one member of the Cabinet shall be a member of that Committee or Sub-Committee.*

**15A.3** *When an officer (or the Council, a Committee or a Sub-Committee) wishes to make an offer of appointment to any of the posts to which this Standing Order applies, he shall inform the Head of Personnel of:*

- (a) the name of the person to whom he wishes to make the offer, and*
- (b) any other particulars which he considers relevant to the appointment.*

**15A.4** *The Head of Personnel shall notify to every member of the Cabinet:*

- (a) the information in 15A.3 (a) and (b) above; and*
- (b) that the Leader of the Council, on behalf of the Cabinet, should inform the Head of Personnel of any objection to the making of the offer, and that any objection must be received by the Head of Personnel within 5 working days from the date of the notification.*

**15A.5** *The offer of appointment in 15A.3 shall not be made until either:*

- (a) the Leader has notified the appointing person or body that no member of the Cabinet objects to the offer being made; or*
- (b) the Head of Personnel has notified the appointing body or person that no objection was received from the Leader within 5 working days of the notification to the Cabinet; or*
- (c) if an objection from the Leader has been received within the 5 working day period, the appointing person or body is satisfied that any objection is not material or not well-founded.*

### **Dismissal**

**15A.6** *The Council must approve the dismissal of every Chief Officer before notice of dismissal is given to him.*

*The Council, a Committee, Sub-Committee or officer, as appropriate, shall approve the dismissal of other officers to whom this Standing Order applies. Normally, the dismissal shall be made by an officer. If, exceptionally, the dismissal is made by a Committee or Sub-Committee, at least one member of the Cabinet shall be a member of that Committee or Sub-Committee.*

**15A.7** *When an officer (or the Council, a Committee or a Sub-Committee) proposes to dismiss an employee from any of the posts to which this Standing Order applies, he shall inform the Head of Personnel of:*

- (a) the name of the officer he proposes to dismiss, and*



(b) *any other particulars which he considers relevant to the dismissal.*

**15A.8** *The Head of Personnel shall notify to every member of the Cabinet:*

(a) *the information in 15A.7 above; and*

(b) *that the Leader of the Council, on behalf of the Cabinet, should inform the Head of Personnel of any objection to the dismissal, and that any objection must be received by the Head of Personnel within 5 working days from the date of the notification.*

**15A.9** *Notice of dismissal shall not be given until either:*

(a) *the Leader has notified the appointing person or body that no member of the Cabinet objects to the dismissal; or*

(b) *the Head of Personnel has notified the appointing body or person that no objection was received from the Leader within 5 working days of the notification to the Cabinet; or*

(c) *if an objection from the Leader has been received within the 5 working day period, the dismissing person or body is satisfied that any objection is not material or not well-founded.*

**15B.** *Appointment of Monitoring Officer*

**15B.1** *The Council shall appoint a Monitoring Officer. The Monitoring Officer shall not be the Chief Executive. **Standing Order 15A shall not apply to the appointment or dismissal of the Monitoring Officer.***

**16.** *Other Officer Appointments and dismissals*

**16.1** *Appointments and dismissals which do not fall within Standing Order 15, **15A and 15B** shall be made in accordance with the procedures in the relevant Chapter of the Constitution **Council's agreed procedures (as contained in the Management Advice Notes).** **Appointment and dismissal of persons whose posts do not fall within the definition in Standing Order 15A.1 shall be made by the Chief Executive or an officer nominated by him.***

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**18A** *Disciplinary action - officers below deputy chief officer level.*

**18A.1** *Procedures for disciplinary action against officers other than the Chief Executive, Chief Finance Officer and Monitoring Officer shall be as set out in the Council's agreed procedures (as contained in the Council's Management Advice Notes). **Disciplinary action against any person other***

***than one whose post is listed in Standing Order 15.1 must be undertaken by the Chief Executive or an officer nominated by him.***

**(Extract from Standing Orders for General Procedures)**

18. Chief Executive, Monitoring Officer and Financial Officer – Disciplinary Action
- 18.1 **Neither** the Council, Cabinet, a Committee, Sub-Committee, Joint Committee, Panel, nor any person acting on their behalf may take disciplinary action against
- the Chief Executive;
  - the Monitoring Officer; or
  - the officer appointed for the proper administration of the Council's financial affairs under section 151 of the 1972 Act
- except:
- as described in Standing Order 18.2; or
  - in accordance with a recommendation in a report by a designated independent person under Regulation ~~3~~ **7** of the Local Authorities (Standing Orders) **(England)** Regulations ~~1993~~ **2001** (***investigation of alleged misconduct***).
- “Disciplinary action” means action within the meaning of ~~Part II~~ **regulation 2** of the Local Authorities (Standing Orders) **(England)** Regulations ~~1993~~ **2001**.
- 18.2 The Council, a Committee, Sub-Committee, Joint Committee, or any person acting on their behalf may suspend the officer in order to investigate alleged misconduct. Any such suspension shall be on full pay, and shall end no later than the end of two months from and including the day on which the suspension starts.
- 18.3 The Council shall adopt disciplinary procedures for the officers mentioned in 18.1 for the purpose of 18.2.