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Agenda Supplement

Dear Councillor

HOUSING, HEALTH & COMMUNITY COMMITTEE - MONDAY, 18TH DECEMBER, 2023

I am now able to enclose, for consideration at next Monday, 18th December, 2023 meeting of the Housing, Health & Community Committee, the following reports that were unavailable when the agenda was printed.

Agenda No	Item
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4.	<u>Brentwood Health and Wellbeing Strategy</u> (Pages 3 - 22)
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Report of FIELD_AUTHOR
Appendix A to follow

7.	<u>Fees & Charges</u> (Pages 23 - 38)
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Report of FIELD_AUTHOR
To follow

Yours sincerely



Jonathan Stephenson
Chief Executive

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**BRENTWOOD
BOROUGH COUNCIL**

Brentwood Health and Wellbeing Strategy

Page 4

2024 – 2028



Table Of Content

01. Introduction

- Foreword

02. Our population and health challenges

- What is public health?
- What is the Health and Wellbeing Strategy?
- Strategic context

03. What are we trying to achieve?

- Vision
- Strategic priorities
- Overarching themes

04. Measuring success and impact

- Outcomes
- How success will be measured
- Next steps
- References

Foreword

We are pleased to introduce our refreshed Brentwood Health and Wellbeing Strategy. This strategy provides a clear, concise and convincing explanation of what we need to do, and what impact we aim to have for the next 4 years, as a 'framework for action'. It includes the vision of how we can achieve this, and the outcomes and actions required to reduce health inequalities at every stage of residents' lives.

Establishing a sustainable model of integrated health and social care requires using all resources to influence the wider determinants of health. The combined impacts of the pandemic, cost of living crisis and demographic change further show the need for a difference in the way we design and deliver services. We cannot meet the rising needs of our population by spending more money on the kinds of services we currently provide. Instead, we need to re-focus what we do so that we identify the root cause of need and tackle it so that residents have a better chance of living more independently now and in the future. By truly co-producing with residents, particularly those who experience the poorest health, we can understand the root causes of ill health, the ways we can best meet needs and ensure communities are supported and empowered.



Good health is vital to an enjoyable and meaningful life free from avoidable illness and, in the worst cases, early death. But the importance of good health needs to be considered, particularly in our aspirational and developing borough, as a crucial factor of economic prospects, both at an individual and a system level. We want residents at all ages to engage and not be compromised by poor health – both physical and mental. To allow all residents to benefit from the new opportunities within Brentwood we need to ensure health is core to everything we do.

We would like to thank everybody that has been involved in this strategy refresh. Residents for offering their lived experiences; the Health and Wellbeing Board; elected members and individuals who demonstrate their commitment to this important agenda – but the success of any plan is in its delivery.



Vice Chair
Councillor Mrs Vicky Davies,
Vice Chair of the Health and
Wellbeing Board

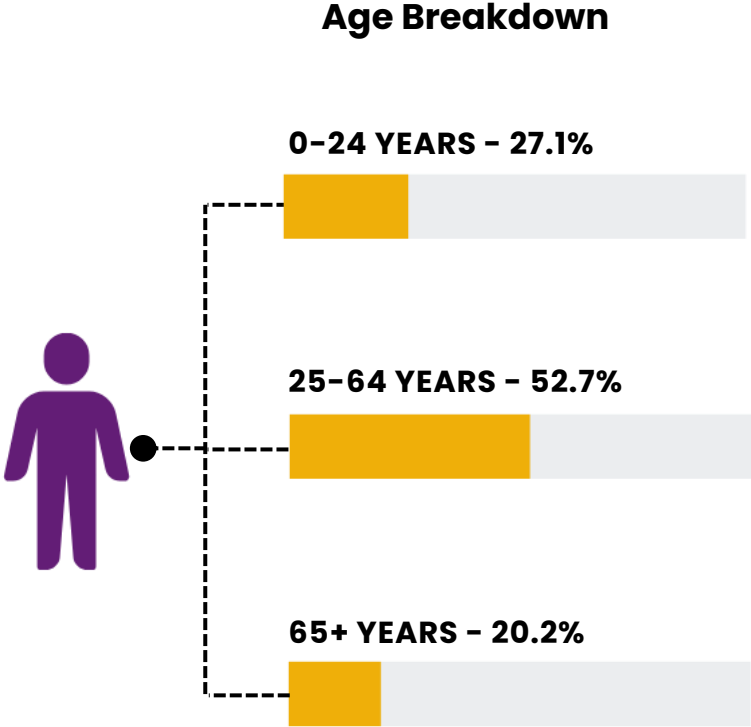
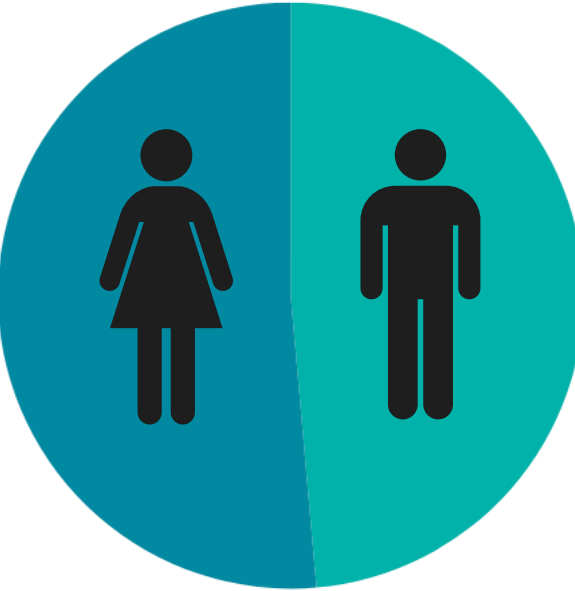
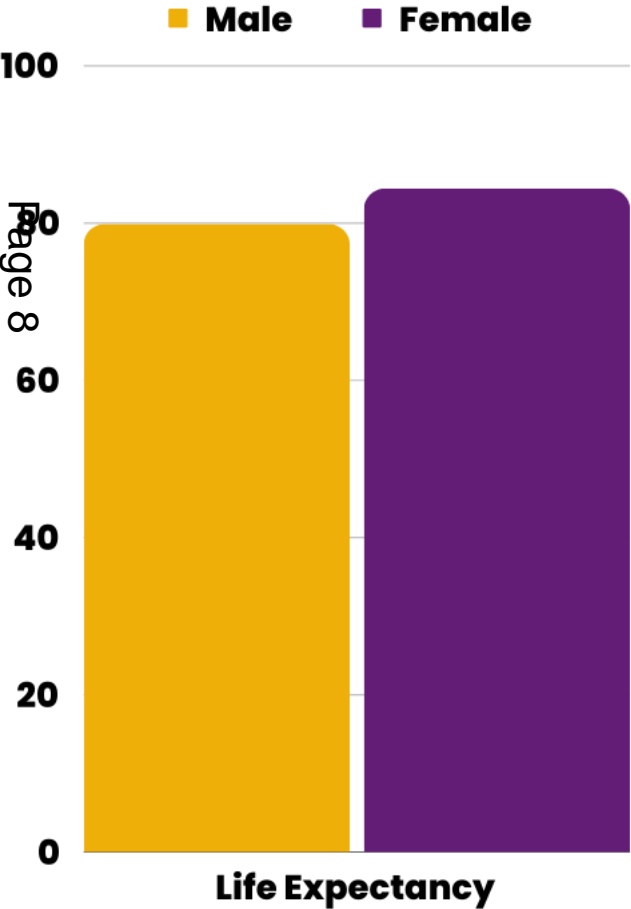


Chair
Councillor Mrs Olivia Francois,
Chair of the Health and
Wellbeing Board

Population Snapshot

77,000

RESIDENTS



KEY STATISTICS FOR BRENTWOOD:

Dementia

There are projected to be over 1 million people with dementia in the UK by 2025 (Alzheimers, 2023). In Brentwood estimated dementia diagnosis rate aged 65+ is 58.6%, which is lower than the England average of 63%. This means 41.4% fewer residents are being diagnosed diagnosed with dementia (OHID, 2022)

Diabetes

In Brentwood the diabetes diagnosis rate is 68.6%, compared to 78% in England, which means there are fewer residents being diagnosed and subsequently treated for diabetes than current projections of estimated prevalence for the condition (OHID, 2019)

Obesity

In England, two thirds of adults are overweight or obese. In Brentwood 66.1% of adults (aged 18+) are classified as overweight or obese compared to England average of 63.8%. In Brentwood the number of children in Year 6 (aged 10-11 years) with a BMI classified as living with obesity or severe obesity, has increased to 18% but below the national average of 22.7% (OHID, 2022)

The number of Brentwood Residents who have died by suicide is 15 per 100,000 population, compared to 10.5 per 100,000 in England

Smoking prevalence highest for patients with Long-term Mental Health conditions in Brentwood

Loneliness and social isolation are increasing. In the UK 1.4 million adults state they are often lonely (Age UK, 2023)

In Brentwood, 'Occasionally lonely' has increased from 20% (2021) to 25% in (2022) (Sport England, 2022)

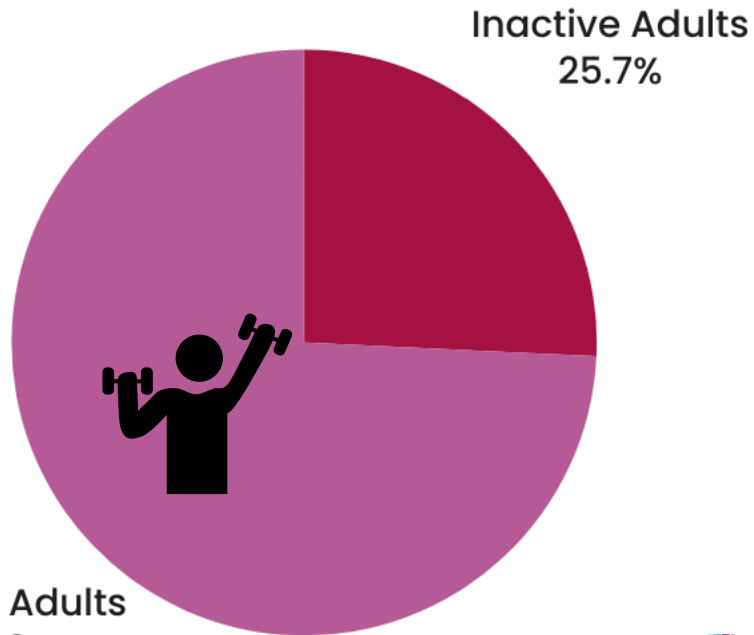


Physical Activity Levels

Adults:

Inactive: less than 30 minutes a week

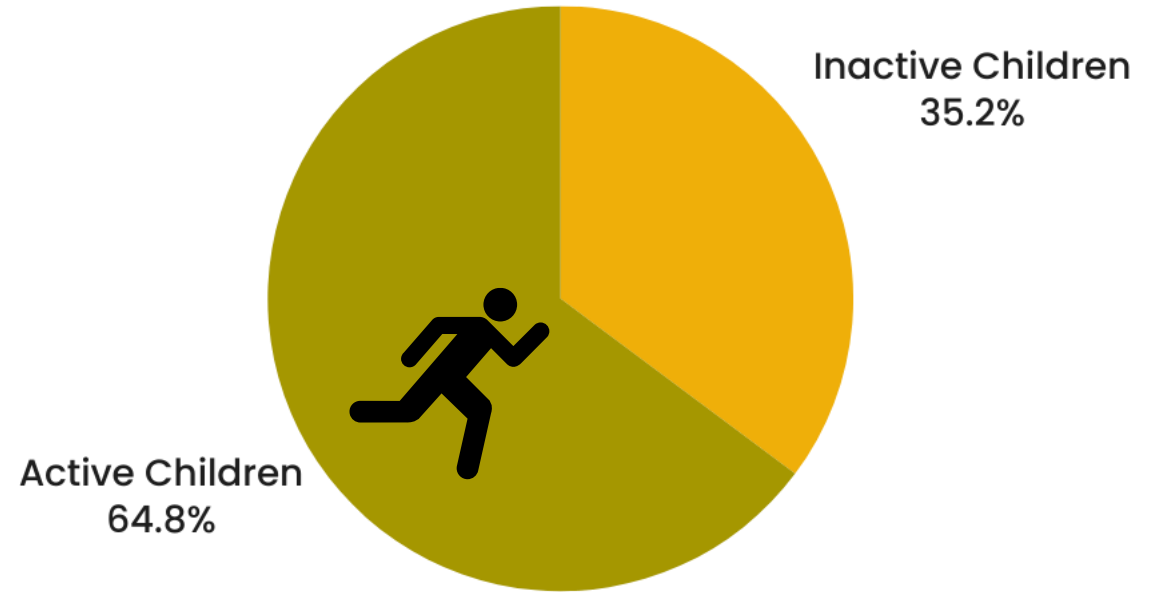
Active: at least 150 minutes a week



Children and young people aged under 16:

Inactive: less than 30 minutes a week

Active: at least 60 minutes a day

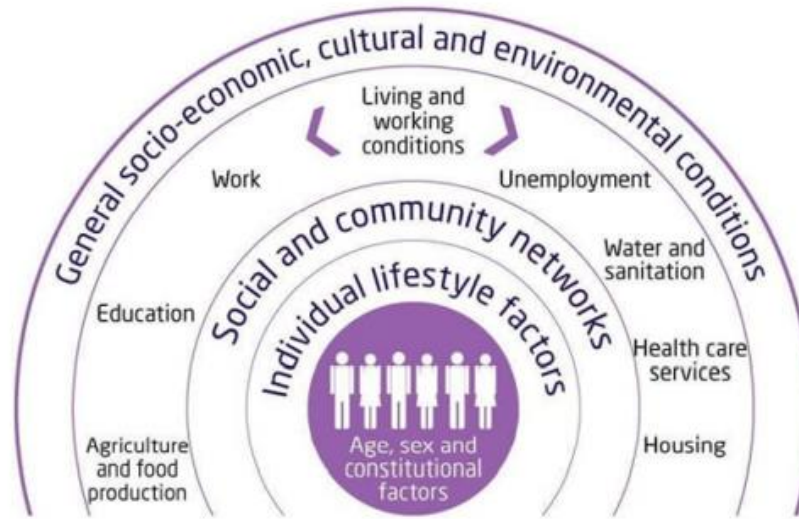


of year 3 to year 11 children are doing less than 30 minutes of exercise a day

What is Public Health?

Public health is the science and art of preventing disease, prolonging life, and promoting health through the organised efforts of society (The Faculty of Public Health, 2023).

Since 2013, local authorities have been responsible for many aspects of public health. Currently, the majority of everyday spending on public health is via the public health grants from central government to local authorities.



Dahlgren & Whitehead, 1991

The Wider Determinants of Health

Wider determinants are a diverse range of social, economic and environmental factors which impact on people's health. There is a strong link between social inequalities and disparities in health outcomes (OHID, 2023).

Health inequalities are avoidable, unfair and systematic differences in health between different groups of people (The King's Fund, 2023).

Addressing the wider determinants of health has a key role to play in reducing health inequalities.

What is the Health and Wellbeing Strategy?

Welcome to the Brentwood plan for improving and protecting health, wellbeing and reducing health inequalities. This strategy sets out a renewed vision for improving health and wellbeing of residents and communities and reducing inequalities by 2028.

It reamplifies key themes and outcomes from the 2020- 2023 strategy – which are still relevant – and defines how we can deliver these over the next 4 years. It recognises and harnesses our new partnerships, with a particular focus on ensuring communities are central to coproduction and delivery.

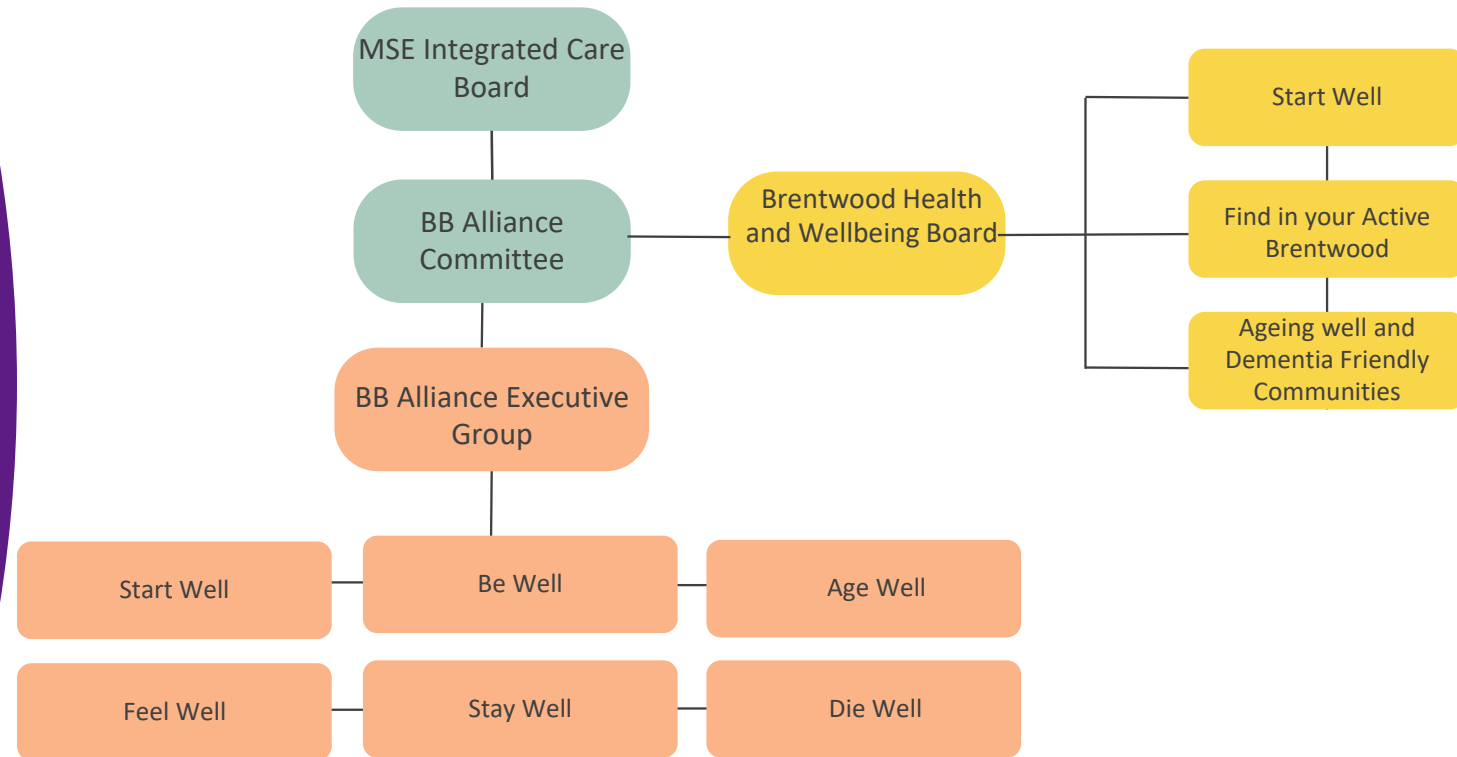
The strategy is aligned to [Brentwood 2025](#) which is the Council's Corporate Strategy for 2020-2025.



The Board:

- Mid & South Essex Integrated Care System (MSE Integrated Care System)
- Mid & South Essex Foundation NHS Trust
- Brentwood and Basildon Alliance Committee (BB Alliance Committee)
- Essex County Council
- Council members
- Active Essex
- Youth Service
- Healthwatch
- Voluntary Sector – CVS, faith organisations, hospices and charities
- Essex wellbeing service
- Community safety
- Leisure providers
- Mental Health providers (Brentwood Community Tree)
- Care homes and carers
- Parish councils
- Sports organisations

Who is involved?



Strategic Context

We have designed our approach with the aims and strategic plans of our Health and Wellbeing Board partners in mind. This strategy supports and is aligned to numerous local plans and strategies, as well as those on a wider footprint, such as:



Essex Joint Health and Wellbeing Strategy



Fit for the Future Physical Activity and Sport Strategy for Essex, Southend and Thurrock



Essex Children and Young People's Strategic Plan



Mid and South Essex Integrated Care System

Strategic Priorities

Our Vision: By 2028, residents in Brentwood will have improved physical health, mental and social wellbeing.

Page 15



Start well

*The key to a healthy future, is a healthy start
(Centre for Early Childhood)*



Find your active Brentwood

*Every £1 spent on sport and physical activity generates almost £4 in return across health and wellbeing, strengthening communities and the national economy
(Sport England)*



Ageing well and Dementia Friendly Communities

*High-quality social connections are essential to our mental and physical health and our well-being
(World Health Organization)*

Start Well Priorities

*Children and young people (Aged between 0-25)
to get the best start, be healthy, be happy and
achieve*



Be safe and secure, reduce risky behaviours, be free from neglect, harm and exploitation



Connecting communities and building community resilience



Increasing healthy eating and providing food education for families



Improving young Carers support



Vaping reduction



Find Your Active Brentwood Priorities

Supporting residents to live healthily for longer, physically, mentally and socially



Increasing physical activity (Active Lives Survey measurements) for all



Connecting communities and building community resilience



Reducing obesity levels with a focus on year 6 measurements



Improving mental health and wellbeing



Providing financial support, advice and guidance for local clubs and residents during the COL crisis

Ageing well and Dementia Friendly Communities Priorities

*Older residents (Aged 65+) to have an improved quality of life
in later life and live independently for as long as possible*



Working with partners to continue to make Brentwood Dementia friendly



Reducing social isolation and loneliness



Supporting people to live well with long-term health conditions



Connecting communities and building community resilience



Improving access to services and activities



Overarching Themes



Community Resilience



Cost of Living Crisis



Mental Health support



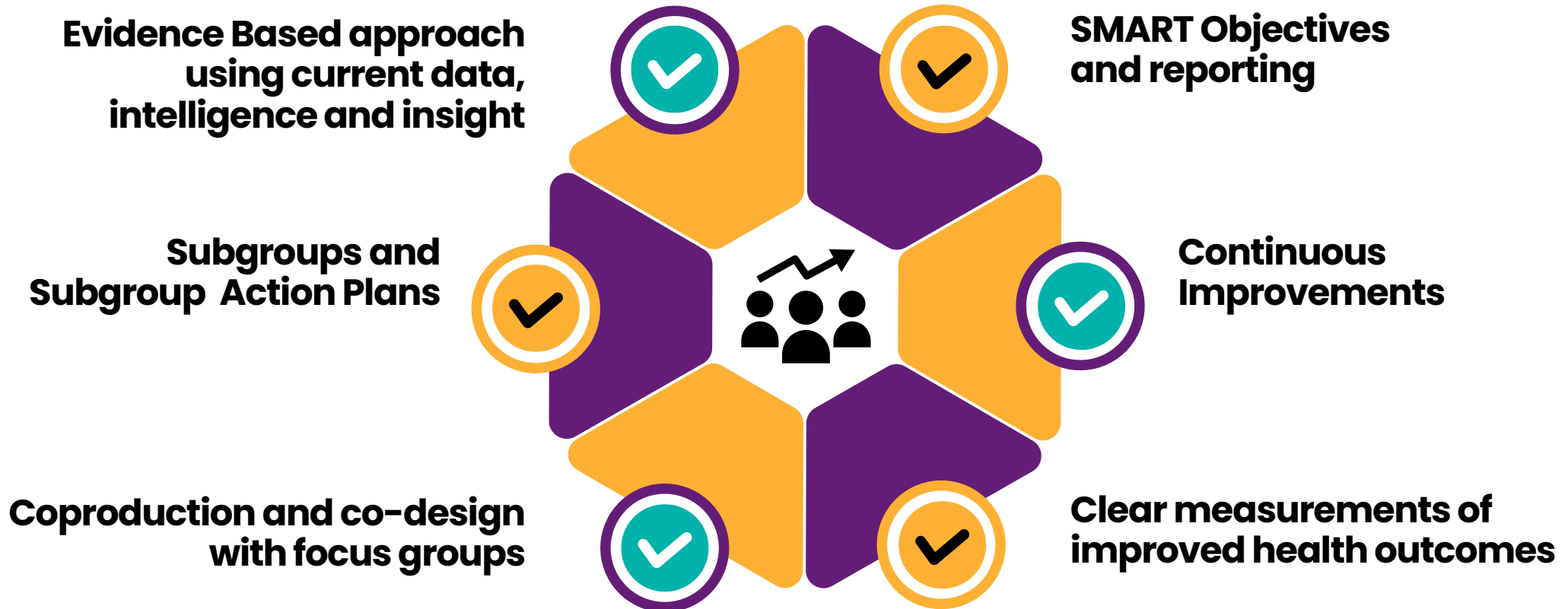
Active Environments

The overarching themes are current and topical issues that are relevant to everyday life of residents and need to be taken into consideration when planning and ensuring the long-term priorities are met. The themes have been selected to allow subgroups and their action plans to address health inequalities.

The health and wellbeing board are working in partnership with the subgroups and wider partners to address the themes.

How success will be measured

Delivery of the strategy will be underpinned by subgroup action plans that will set out activities and initiatives under each of the agreed priority areas. The subgroups are accountable to the health and wellbeing board.





**BRENTWOOD
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Next Steps

Following approval of proposed strategic priorities and overarching themes, further work will be undertaken to monitor progress against the outcomes and progress measures. Delivery of the Strategy will be through identified subgroups and detailed action plans. Monitoring of progress will be undertaken annually.

The strategy is refreshed every five years to ensure the priorities remain fit for purpose and best suit the needs of Brentwood residents.



References

Age UK (2023) <https://www.ageuk.org.uk/our-impact/policy-research/loneliness-research-and-resources/>

Alzheimer's Society (2021) <https://www.alzheimers.org.uk/blog/how-many-people-have-dementia-uk>

Centre for Early Childhood (2023) <https://centreforearlychildhood.org/>

Essex County Council (2022) <https://data.essex.gov.uk/dataset/2ndz8/jsna-health-outcomes-length-and-quality-of-life-dashboard>

Fingertips indicators (2022 and 2023) <https://fingertips.phe.org.uk/profile/public-health-outcomes-framework>

Page 22
OHID (2023) Wider Determinants of Health <https://fingertips.phe.org.uk/profile/wider-determinants>

OHID (2022) <https://fingertips.phe.org.uk/profile-group/mental-health/profile/dementia/data#page/1>

OHID (2023) <https://fingertips.phe.org.uk/search/diabetes>

OHID (2023) using National Child Measurement Programme, NHS Digital - <https://fingertips.phe.org.uk/profile/national-child-measurement-programme/data#page/1>

ONS 2021 Census (2021) <https://www.ons.gov.uk/census> and https://www.nomisweb.co.uk/sources/census_2021/report?compare=E07000068#section_4

ONS (2023) <https://www.ons.gov.uk/peoplepopulationandcommunity/birthsdeathsandmarriages/deaths/datasets/suicidesbylocalauthority>

PHE (2021) <https://www.gov.uk/government/organisations/public-health-england/about>

Sport England (2023) Active Lives <https://www.sportengland.org/research-and-data/data/active-lives>

The Faculty of Public Health (2023) <https://www.fph.org.uk/what-is-public-health/>

The King's Fund (2023) <https://www.kingsfund.org.uk/projects/nhs-in-a-nutshell/spending-public-health#how-are-public-health-services-funded>

World Health Organization (2023) <https://www.who.int/teams/social-determinants-of-health/demographic-change-and-healthy-ageing/social-isolation-and-loneliness#:~:text=High%2Dquality%20social%20connections%20are,all%20ages%20%E2%80%93%20including%20older%20people.>



COMMITTEE TITLE: Housing, Health and Community

DATE: 18th December 2023

REPORT TITLE:	Fees and Charges
REPORT OF:	Lauren Stretch

REPORT SUMMARY

Fees and charges made by the Council for various services are reviewed on an annual basis by the relevant Committees relating to the services provided. Recommended amendments to the fees and charges are incorporated into the budget setting process to take effect from the following financial year.

RECOMMENDATION

1. To approve the proposed fees and charges to be sent for approval at the FAIR committee

SUPPORT ING INFORMATION

1.0 REASON FOR RECOMMENDATION

2.0 BACKGROUND INFORMATION

The Council has a number of fees and charges relating to the services it provides. As part of the budget setting process, these charges are reviewed on an annual basis. Whilst some of the fees and charges are statutory, and therefore determined through legislation, the Council must also review its charges for discretionary services to ensure that they reflect the current costs of service provision.

The individual charges that are being proposed are set out in Appendix A-E of this report

The proposed fees are based on a calculation of the costs involved in administering the various areas of work, apart from where there is statutory charge or where the fees are set by Government.

The Council where possible will adopt a full cost recovery of fees and charges.

All departments have set their own increase in line with the services they deliver as long as the change can be justified within the supporting covering sheet to the appendix.

Within each appendix a covering sheet explains the following

- Objectives and rationale behind the fees and charges
- The proposed change in fee
- Justification for this revision
- Any benchmarking undertaken to aid in informing the level of charge.
- Whether any consultation needs to be considered
- Expected income from the proposed fees and charges.

The fees and charges with proposed changes are:

Homelessness

- Charges are to remain the same as 2023/24 prices as these are legislative.

HRA Estates

- Fees based on services provided by contractors have been increased in accordance with contracted inflation rates.
- Some charges have been increased by 7.7% in line with inflation.

HRA Repairs

- Charges have been set based on contractor costs.
- Full Cost recovery 2024/2025 in line with charges through our partnering contractors for Repairs and Maintenance

HRA Special Services

- Charges have been increased by a nominal amount to be rounded to the nearest pound or fifty pence.

Community

- We are not proposing an increase to family fund day wrist bands taking into account the cost of living
- There is a proposed increase of 2% for stall holders

Proposed changes identified are explained within each covering sheet appendix

3.0 OTHER OPTIONS CONSIDERED

For Housing, consideration is always given to the increase to rents and other charges. Any increase is in line with government guidance.

4.0 RELEVANT RISKS

There is a risk to all services if increases are not applied in accordance with CPI. The loss to the General fund and the Housing Revenue account if we weren't to increase them could mean a diminished or cancelled services.

5.0 ENGAGEMENT/CONSULTATION

None required.

6.0 FINANCIAL IMPLICATIONS

Name & Title: Tim Willis, Director – Resources & Section 151 Officer
Tel & Email: 01277 312500 / tim.willis@brentwood.rochford.gov.uk

Financial implications are set out within the report and appendices

7.0 LEGAL/GOVERNANCE IMPLICATIONS

Name & Title: Claire Mayhew, Acting Joint Director – People & Governance & Monitoring Officer
Tel & Email 01277 312500 / Claire.mayhew@brentwood.rochford.gov.uk

The Council is able under the relevant legislation to recover costs for services it provides. The Council can charge for discretionary services under the Local Government Act 2003 section 93 and the Localism Act 2011 general power of competence and is able to review the fees and charges in line with these provisions.

8.0 EQUALITY & HEALTH IMPLICATIONS

Name & Title: Kim Anderson, Corporate Manager - Communities, Leisure and Health
Tel & Email 01277 312500 kim.anderson@brentwood.gov.uk

9.0 ECONOMIC IMPLICATIONS

Name & Title: Phil Drane, Director - Place
Tel & Email 01277 312500 / phil.drane@brentwood.rochford.gov.uk

There are no direct economic implications as a result of setting these fees and charges. Certain services provided by the Council where fees and charges are applicable provide specific economic benefits to the borough.

10.0 ENVIRONMENTAL IMPACT

Name & Title: Henry Muss, Sustainability & Climate Officer
Tel & Email 01277 312500 henry.muss@brentwood.gov.uk

None

REPORT AUTHOR: Name: Nicola Marsh
Title: Corporate Manager Housing Estates
Phone: 01277 312 981
Email: nicola.marsh@brentwood.gov.uk

APPENDICES

- Appendix A – Proposed Fees & Charges – Homelessness
- Appendix B – Proposed Fees & Charges – HRA Estates
- Appendix C – Proposed Fees & Charges – Repairs
- Appendix D – Proposed Fees & Charges – Special Services
- Appendix E – Community Services

BACKGROUND PAPERS

SUBJECT HISTORY (last 3 years)

Council Meeting	Date

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FEES & CHARGES SCHEDULE AND CHARGING DIRECTORIES FROM 2024/25 ONWARDS

Committee: HOUSING, HEALTH AND COMMUNITY
Service Area:

Objectives/rationale of the fee/charge (e.g. Full cost recovery)

No increase to fees as these are set in line with legislation.

Proposed change in fee/charge from previous year (%)

Justification for revised charge (compared to previous year)

What benchmarking has been undertaken to inform level of fee/charge (when and frequency)?

If significant change in charge, what consultation was undertaken with the general public?

Expected budgeted income

£X

**HOUSING, HEALTH AND COMMUNITY
FEES & CHARGES SCHEDULE FROM 1 APRIL 2024**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2023-March 2024		CHARGES April 2024-March 2025	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: HOMELESSNESS

CHARGING AREA: RECHARGES TO TENANTS

Recharges to Tenants

Daily Bed and Breakfast Room Charge	(Cost price)	O	D	£35 - £90	£35 - £90	£35 - £90	£35 - £90
	(Access to Shared kitchen for cooking, No Breakfast	O	S	3.50	3.50	3.50	3.50
Amenity charge - 1 person Household per day		O	S	0.57	0.57	0.57	0.57
Additional persons per person - per day		O	S	0.51	0.51	0.51	0.51
Amenity charge - 1 person Household per day	(Breakfast only)	O	S	3.44	3.44	3.44	3.44
Additional persons per person - per day		O	S	0.51	0.51	0.51	0.51
Amenity charge - 1 person Household per day	(Access to Shared kitchen for cooking and Breakfast)	O	S	4.01	4.01	4.01	4.01
Additional persons per person - per day		O	S	1.08	1.08	1.08	1.08
Removals	Minimum	S	D	Cost Price	Cost Price	Cost Price	Cost Price
Furniture		S	D	Cost Price	Cost Price	Cost Price	Cost Price
Storage - Homeless	per square foot	S	D	Cost Price	Cost Price	Cost Price	Cost Price

* Amenity Charges based on 21/22 Housing Benefit Ineligible charges

Heating/Hot Water - £2.93 per day

Shared kitchen/cooking facilities - .57p per day

Breakfast - .51p per day

FEES & CHARGES SCHEDULE AND CHARGING DIRECTORIES FROM 2024/25 ONWARDS

Committee: HOUSING, HEALTH AND COMMUNITY
Service Area:

Objectives/rationale of the fee/charge (e.g. Full cost recovery)

To recover the full cost to the service.

Proposed change in fee/charge from previous year (%)

proposal if for a 2% increase as many items are administrative. Rents for car spaces and garages have increased by CP=1% Which is 7.7% total

Justification for revised charge (compared to previous year)

Some charges have increased by 2% such as admin charges and copying files etc. where a charge is provided by a 3rd party such as court costs, this has been increased in line with what as a council we are charged by the courts. Costs have been rounded where thought appropriate. Garage costs increased by

What benchmarking has been undertaken to inform level of fee/charge (when and frequency)?

None completed as many charges are from 3rd party or at costs. Internal charges such as file copying are to cover officer time.

If significant change in charge, what consultation was undertaken with the general public?

Expected budgeted income

£X

**HOUSING, HEALTH AND COMMUNITY
FEES & CHARGES SCHEDULE FROM 1 APRIL 2024**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2023-March 2024		CHARGES April 2024-March 2025	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: HOUSING REVENUE ACCOUNT

CHARGING AREA: ESTATES & SHELTERED

Housing Estates

Storage - Evictions	Per week	O	D	12.23	12.23	12.50	12.50
Copying of Housefile		O	D	10.19	10.19	10.50	10.50
Copying of Tenancy Agreement		O	D	10.19	10.19	10.50	10.50
Garage Clearance		S	D	At Cost	At Cost	At Cost	At Cost
Property Clearance 1 or 2 Beds		S	D	At Cost	At Cost	At Cost	At Cost
Property Clearance 3 or 4 Beds		S	D	At Cost	At Cost	At Cost	At Cost
Bulk Waste Removal per item	Min 2 items	O	D	15.00	15.00	15.30	15.30

Tenancy Management

Court Costs	Average	O	D	412.25	412.25	424.50	424.50
Gas Servicing Warrant Fee		O	D	22.00	22.00	22.00	22.00
Gas Servicing Warrant Enforcement		S	D	35.00	42.00	35.83	43.00
Forced entry		S	D	At Cost	At Cost	At Cost	At Cost
Administration Charge		S	D	13.33	16.00	13.75	16.50
Non-return of Gas/Electric Keys and Cards		O	D	199.02	199.02	200.00	200.00

Garage Rental Fees Per Week

Car spaces & Car Ports

Car Space Council Tenant		O	D	2.09	2.09	2.25	2.25
Car Space Private (NCT)		O	D	2.94	2.94	3.17	3.17
Car Space Leaseholder		O	D	2.50	2.50	2.69	2.69

Garages

Garage Council Tenant		O	D	9.74	9.74	10.49	10.49
Garage Private (NCT)		S	D	13.61	13.61	14.66	14.66
Garage Charities		O	D	13.61	13.61	14.66	14.66
Garage Leasehold		E	D	11.78	11.78	12.69	12.69
Garage Commercial		S	D	25.09	25.09	27.02	27.02

FEES & CHARGES SCHEDULE AND CHARGING DIRECTORIES FROM 2024/25 ONWARDS

Committee: HOUSING, HEALTH AND COMMUNITY
Service Area:

Objectives/rationale of the fee/charge (e.g. Full cost recovery)

Cost Recovery. New charge of £16 added as admin charge to process the recharge.

Proposed change in fee/charge from previous year (%)

At Cost

Justification for revised charge (compared to previous year)

Contractor increase only

What benchmarking has been undertaken to inform level of fee/charge (when and frequency)?

N/A

If significant change in charge, what consultation was undertaken with the general public?

N/A

Expected budgeted income

£X

FEES & CHARGES SCHEDULE AND CHARGING DIRECTORIES FROM 2024/25 ONWARDS

Committee: HOUSING, HEALTH AND COMMUNITY
Service Area:

Objectives/rationale of the fee/charge (e.g. Full cost recovery)

To recover administration costs and service fees from fellow departments and officers involved in delivering the relevant services to residents.

Proposed change in fee/charge from previous year (%)

Minimal increase to round up for ease of reference when dealing with clients. New Fee is the cost of registering charges against a property to cover large arrears and is controlled by Land Registry as they charge fees dependent on the property value.

Justification for revised charge (compared to previous year)

Fees are similar to neighbouring council, BBC's fees are slightly higher than Basildon's fees who are our close neighbours and are a larger authority. Fees have been increased slightly to round them up to nearest whole price.

What benchmarking has been undertaken to inform level of fee/charge (when and frequency)?

Basildon Council & Thurrock Council were contacted and provided their fees for the same charges. Basildon were slightly less than BBC's current charges but Thurrock's fees were notably higher. As Thurrock has a lot more stock than BBC I elected to attempt to meet Basildon's fees over Thurrock whilst still increasing slightly to round figure to nearest whole figure.

If significant change in charge, what consultation was undertaken with the general public?

none required

Expected budgeted income

£X

**HOUSING, HEALTH AND COMMUNITY
FEES & CHARGES SCHEDULE FROM 1 APRIL 2024**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2023-March 2024		CHARGES April 2024-March 2025	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: HOUSING REVENUE ACCOUNT

CHARGING AREA: LEASEHOLDERS

Leaseholders

Leasehold Information Pack (LPE1)	S	D	147.17	176.60	147.50	177.00
Leasehold Alterations Consent	S	D	147.17	176.60	147.50	177.00
Leasehold property valuations (request for amendment)	S	D	Cost Price	Cost Price	Cost Price	Cost Price
Registration of Notices	O	D	63.33	76.00	63.33	76.00
Lease Extension or Enfranchisement	S	D	888.71	1,066.45	Cost Price	Cost Price
Lease Variation	S	D	433.97	520.76	437.50	525.00
Registration Fee for Charge (If lease rate is different this will be charged instead of the standard fee)	S	D	40.56	48.67	41.67	50.00
Letter of Postponement of Discount Charge to enable further borrowing	S	D	130.00	156.00	133.33	160.00
Registration of charge against property	NEW	S	D		Cost Price	Cost Price

Sheltered Schemes

Rental of Guest Room Per Night	S	D	9.25	11.10	10.00	12.00
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FEES & CHARGES SCHEDULE AND CHARGING DIRECTORIES FROM 2024/25 ONWARDS

Committee: HOUSING, HEALTH AND COMMUNITY
Service Area: Community Initiatives and Partnerships

Objectives/rationale of the fee/charge (e.g. Full cost recovery)

The primary objective of the charge is cost recovery. The level of charge also helps to maintain the high level of service provision for the Borough

Proposed change in fee/charge from previous year (%)

There is no proposed increase for the wristbands for Family Fun Days as these were increased in 2023/24. The Council works closely with Essex County Council and Active Essex (Find your Active) which supports the Holiday and Food programme to support those children that are in receipt of Free School Meals and are offered a 50% reduction (£2.50) together with the Ukrainian refugee children. The proposed fees for stallholders will be increased by 2%.

Justification for revised charge (compared to previous year)

A proposed increase of 2% for stallholders fees and charges. The council's community events are also supported through external sponsorship. The development of the Business Improvement District may mean that the BID will organise some community events such as Lighting Up Brentwood and Shenfield Christmas Fayre or more regular and smaller events

What benchmarking has been undertaken to inform level of fee/charge (when and frequency)?

Fees have been benchmarked against similar one day events in the local area and the proposed fees and charges are deemed average within the benchmarking exercise and still provide Value for Money. The Summer and Christmas events are one day events so the Council needs to be mindful of the income that a stallholder is likely to generate within the event to make it viable for them to attend.

If significant change in charge, what consultation was undertaken with the general public?

There is no significant change in the fees and charges. The Council will charge the facepainters at the large community events the same rate as a small business, rather than a different fee.

Expected budgeted income

Based on the 2022/23 events the expected income will generate an extra £17k (Family Fun Days and the Coronation event). Lighting Up Brentwood was a joint event with the new BID together with events in Shenfield

**HOUSING, HEALTH AND COMMUNITY COMMITTEE
FEES & CHARGES SCHEDULE FROM 1 APRIL 2024**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2023-March 2024		CHARGES April 2024-March 2025	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: COMMUNITY INITIATIVES AND PARTNERSHIPS

CHARGING AREA: COMMUNITY EVENTS

Stallholder Pitch fees per 3 x 3m pitch

Lighting Up Brentwood - £30 street trading licence is included with the fees

Catering Unit - serving food e.g burgers, hot dogs etc.	E	D	200.00	200.00	204.00	204.00
Catering Unit - serving alcohol	E	D	200.00	200.00	204.00	204.00
Large Business - more than 10 employees	E	D	137.00	137.00	140.00	140.00
Catering unit - buying food e.g. Bread, cakes, doughnuts, sweets, fruit and vegetables	E	D	100.00	100.00	102.00	102.00
Small business - less than 10 employees	E	D	88.00	88.00	90.00	90.00
Crafters and Artists - all hand made by the seller	E	D	57.00	57.00	59.00	59.00
Registered charity	E	D	45.00	45.00	46.00	46.00

Strawberry Fair and other Community Events

Catering Unit - serving food e.g. Burgers, hot dogs etc.	E	D	175.00	175.00	179.00	179.00
Catering Unit - serving alcohol	E	D	137.00	137.00	140.00	140.00
Large business - more than 10 employees	E	D	110.00	110.00	113.00	113.00
Catering unit - buying food e.g. Bread, cakes, doughnuts, sweets, fruit and vegetables	E	D	80.00	80.00	82.00	82.00
Small business - less than 10 employees	E	D	63.00	63.00	65.00	65.00
Crafters and Artists - all handmade by the seller	E	D	37.00	37.00	38.00	38.00
Registered charity	E	D	37.00	37.00	38.00	38.00
Ice Cream Van (Exclusive) - Strawberry Fair	E	D	450.00	450.00	450.00	450.00
Ice Cream Van (Exclusive) - Family Fun Days	E	D	180.00	180.00	185.00	185.00
Face Painters (large community events) - will now be charges as a small business	E	D	73.00	73.00	N/A	N/A

Family Fun Days

Wristbands - Rides and Bouncy castles	Per Child	E	D	5.00	5.00	5.00	5.00
Stalls - selling children's pocket money gifts and toys (new category)		E	D	21.00	21.00	22.00	22.00
Sole Catering unit by tender							
Face painters (per face painter)		E	D	25.00	25.00	28.00	28.00

Sponsorship packages - any bespoke packages can be discussed with the Community Services team