

HAMPSHIRE COUNTY COUNCIL

Report

Committee/Panel:	Basingstoke Canal Joint Management Committee
Date:	30 November 2017
Title:	Outturn Forecast 2017/18 and Forward Budget 2018/19
Report from:	Report of Honorary Treasurer and Strategic Manager
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1 Executive Summary

1.1 The purpose of this report is to brief Members on the financial position of the Basingstoke Canal Authority. In summary members are asked to:

- Review and agree the outturn forecast for the current year 2017/18.
- Agree the budget for 2018/19.

1.2 Net revenue costs are incurred on behalf of the Joint Management Committee by Hampshire County Council (HCC) and financed through partner contributions from both Hampshire and Surrey County Councils and the Riparian district Councils. Capital expenditure is currently being funded by Hampshire and Surrey County Councils for specific repairs and improvements.

1.3 The outturn forecast shows the Canal will make a contribution to reserves of £44,336. This is mainly due to the postponement of the Principal Survey of Sluices & Weirs which is now due to occur in 2018/19 – see Appendix A.

2 Outturn Forecast 2017/18

2.1 The outturn forecast for 2017/18 is set out in Appendix A. Overall the current forecast shows the Canal will make a contribution to reserves of £44,336 rather than maintain the March 2017 level as set out in the original budget.

2.2 The outturn forecast revenue expenditure shows an underspend of £45,221 against the original budget. This variance is broken down by category below with underspends shown as negative figures.

Employees [£3,401]

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This adverse variance is due to an additional £2,000 for an increase in Health & Safety training. The remaining £1,400 is for additional casual work to cover the unplanned extra operational days for unpowered boat hire and for supporting the campsite.

- **Premises [£0]**

Premises expenditure is anticipated to be in line with the budget.

- **Canal Maintenance [£4,878]**

This forecast overspend is to be largely met from Supplies & Services budgets. Remaining unspent but forecast expenditure includes £54,500 for the tree survey inspection followed by initial immediate tree works following the successful implementation of the contract for the survey. Other major planned expenditure includes:

£1,856 towards the overhaul of backpumping systems;

£12,219 for installation of two sets of lockgates;

£11,500 bankside repairs set aside for programmes works to leaks;

£8,150 reactive treework allocation usually spent in winter period as time of worst weather;

£2,155 on dealing with matters within the canal channel;

£2,111 allocated for potential repairs/replacements to maintenance equipment during heavy use in winter period;

£2,268 Greywell tunnel inspections;

£1,425 set aside for additional emergency callouts if required;

£970 towards second reservoir inspection;

£1,000 set aside for culvert jetting in winter;

£3,881 volunteer costs;

£7,654 towards maintenance of the Canal centre, including replacement flooring in the Centre and repairs to play area equipment.

- **Principal Survey of Sluices and Weirs [-£50,000]**

The survey of sluices and weirs will now be carried out in 2018/19 by the Canal & River Trust.

- **Supplies and Services [-£3,500]**

Supplies and Services are forecast to underspend by £3,500. The underspend comprises an anticipated decrease in equipment purchases of £4,000 due to equipment being in good repair following replacement in recent years, partially offset by an increase in catering provisions of £500.

2.3 The outturn forecast figure for income shows an adverse variance of £885. This variance is broken down by category below. Negative figures reflect additional income over that which was budgeted:

- **General Fees and Charges [£495]**

Camping income is anticipated to come in under budget by £5,000 as the budget was optimistic. However, other fees have increased including unpowered boat licence sales and additional recovery of staff time for providing consultancy on the Wellesley development which reduces this to an overall minor variance.

- **Grants & Contributions – Partnership Contributions [£0]**

Partnership contributions have already been received as per the budget.

- **Grants & Contributions – Other [£0]**

Grants & Contributions – Other are anticipated to be in line with the budget.

- **Rental Income [£3,986]**

The increase in moorings has been lower than anticipated, in part due to the turnover of moorings in the vicinity of the Canal Centre, and also due to the application for further moorings at Farnborough Road not being implemented due to external approval issues.

- **Sales Income [-£3,596]**

Shop sales, Easter and summer activities have all performed better than expected. Chartered trips have proved to be a success on Rosebud, with cream teas anticipated to generate an additional £1,300. A new income stream from sponsored runs and other third party events using the towpath has brought in £400.

3 Forward Budget 2018/19

3.1 The forward budget for 2018/19 is set out in Appendix A.

3.2 A balanced budget is presented for approval. Budgets have been thoroughly reviewed to ensure that they reflect accurate assessments of income and expenditure for 2018/19. It is pleasing to be able to report that the one off cost of the survey of sluices and weirs can be accommodated without a draw on the reserves.

3.3 A breakdown of expenditure is set out below with changes from 2017/18 highlighted. Reductions in budgets are shown as negative figures:

- **Employees [£20,321]**

The budget for employees has increased by just over £20,000. £11,797 is as a result of salary increments, the known increase in employer superannuation contribution rates and an assumed 1% pay award; at the present time no allowance has been made in respect of the potential impact of the National Living Wage in 2018/19. £3,725 is to allow for additional lock keeping hours. £2,200 has been allowed for to accommodate the inflation on past service pension contributions. A provision of £1,000 has been made for skipper training for volunteers. £1,599 has been built in for the increase in casual hours for running the unpowered boat hire on more operational days (increased from 78 to 107 days).

- **Premises [£0]**

No change in the forecast budget for Premises.

- **Canal Maintenance [-£213]**

The Asset Management Plan suggests that £168,000 should be spent on Canal Maintenance. It is however possible to plan for a similar level of spend in 2018/19 despite accommodating the survey of sluices and weirs in the overall budget.

- **Principal Survey of Sluices & Weirs [£0]**

The survey of sluices and weirs will be carried out in 2018/19 by the Canal & River Trust.

- **Transport [£0]**

No change in the forecast budget for Transport.

- **Supplies and Services [£900]**

There is an increase in the Supplies and Services budget of £900 mainly due to an increase in catering provisions of £500, £2,000 to extend the cleaning contract to weekends to cover the projected increase in use of facilities for the campsite and function room, £1,000 for anticipated additional Wi-Fi costs, and £1,000 for additional shop purchases (which should generate £2,000 in additional shop sales which is offset by a reduction in equipment budgets of £4,000).

- **Shortfall in Partner Contributions [£0]**

Partner contributions are based on the formula designated in the Memorandum of Agreements and would total £547,682 if all partners paid in full. There is assumed to be a similar shortfall of partner contributions in 2018/19 to the current year. The shortfall in 2017/18 comprises underpayments of £8,869 from Runnymede B.C and £16,282 from Surrey Heath B.C., totalling £25,151 as shown in Appendix A

3.4 A breakdown of income is set out below with changes from 2017/18 highlighted. Increases in budgets are shown as negatives:

- **General Fees and Charges [-£7,738]**

Camping receipts are set to increase by £5,000 due to the 2018 Farnborough Airshow. Function room charges and usage are set to increase in 2018/19 yielding a further £2,000. An additional £600 for boat licenses is also expected.

- **Grants and Contributions – Partner [£0]**

This category includes the contributions from Partners as set out in the Memorandum of Agreement and there is therefore no change from 2017/18. However, not all of these funds are budgeted to be received – see Shortfall in Partner Contributions above.

- **Grants and Contributions – Other [-£599]**

An additional £600 is built in for recharging electrical costs to the tea rooms.

- **Rental Income [-£5,011]**

An additional £2,300 in rent is expected in relation to the fibre optic cable following a three yearly rent review, a further £1,000 from gate & garden licences is anticipated due to better enforcement and engagement with residents, and £1,700 in mooring income due to inflating fees.

- **Sales Income [-£7,660]**

Shop income has been increased by £2,000 following the increase in shop purchases noted above. Sales of tickets have been increased by £3,400 of which £2,400 is anticipated to come from an increase in charges for public and chartered trips and £1,000 on Santa Cruises, part of which is due to being able to operate slightly more cruises in December 2018 and partly due to a revision of charges. Income from cream teas has been increased by £1,300. Unpowered boat hire is anticipated to increase by £900 by inflating charges.

4 Capital Expenditure Programme

- 4.1 The Hampshire County Council brought forward balance for capital works was £891,356.
- 4.2 Appendix B shows the budgeted expenditure for 2017/18. £856,549 is expected to be spent, thus leaving a remaining balance of £34,807 at the end of 2017/18. The Hampshire County Council 2018/19 three year capital programme is currently being compiled and the final decision will be made in February 2018.
- 4.3 The biggest expenditure to date has been the completion of repairs to the Dogmersfield Landslip where a further £530,256 has been paid to the contractor, plus £57,467 in engineering costs.
- 4.4 £121,508 has been spent on bank protection works throughout the Hampshire section of Canal, completing works commenced in the 2016/17 year in Surrey. £30,000 is budgeted to be spent on bank protection works in Hampshire during the winter of 2017/18 which will again be procured alongside a similar project in Surrey.
- 4.5 £8,000 remains outstanding on the joint (with SCC) order for a telemetry system – the supplier is having difficulty delivering a reliable system, and no further payments are due until this gateway is reached.
- 4.6 The Surrey County Council funded capital programme brought forward £546,455 and received another £150,000 in 2017/18; totalling £696,455 of funds. £361,026 is budgeted to be spent in 2017/18 leaving a surplus of at year end of £335,430.
- 4.7 Currently only £35,886 has been paid for bank protection and lock structure repairs, however a further £225,816 is committed to works; these include Woking Wharf and repairs to the bank at Ash Vale.

- 4.8 Additional expenditure is expected during the winter when a Principal Inspection of the St John's Locks will be conducted, alongside additional bank protection work.

5 Special Projects

- 5.1 Odiham Castle – funds stand at £3,148 with £194 budgeted for signage & maintenance in 2017/18.

- 5.2 Higher Level Stewardship (HLS) funding

Surrey - HLS Rural Payments Agency

Annual Grassland Maintenance – £2,519 offset staffing costs incurred on grassland maintenance and will be invoiced to Surrey County Council.

Hampshire - HLS Rural Payments Agency

Annual Grass and Woodland Maintenance – receipts of £5,636 are anticipated for 2017/18. Maintenance work on the grassland is expected to continue under the current agreement until 2022. Receipts will offset the staffing costs incurred by the Canal during 2017/18.

6 Reserves

- 6.1 A detailed breakdown of reserves is shown in Appendix C.2.
- 6.2 An analysis of the level of general reserve has been undertaken and taking into account factors including unknown costs such as the National Living Wage, the financial strain on Partner's budgets and any unforeseen expenditure. It is the Treasurer's opinion that the level of general reserve is adequate.
- 6.3 The opening balances for the reserves in 2017/18 were £462,231 Unallocated and £24,078 for Dredging Silt and Disposal, a combined total of £486,309.
- 6.4 No draw or contribution was budgeted for 2017/18 however it is now anticipated a contribution of £44,336 will be made at the end of 2017/18.
- 6.5 The unallocated reserve is projected to stand at £508,567 at the end of 2017/18 and £510,567 at the end of 2018/19 based on the current budget forecasts.
- 6.6 Interest has been assumed on the balances at 0.5%.

7 Scheme of Charges

- 7.1 Attached on Appendix D is the scheme of charges produced by the Canal Manager and which have been used when calculating the forward budgets for income.
- 7.2 Members are asked to agree the proposed Scheme of Charges for 2018/19 as set out in Appendix D.

8 Conclusion

- 8.1 This report indicates that the forecasted position for the Canal for 2017/18 is better than was originally budgeted, and that a contribution to the reserves of £44,336 will be made.
- 8.2 The budget prepared for 2018/19 is set as a balanced budget. Increases to employees have been offset by increases to income. Canal Maintenance is below the recommended level of £168,000 as suggested in the latest recalculation of the “steady state” model contained in the Asset Management Plan; this may result in a deterioration of the asset condition during 2018/19, however the one off budget for the survey of sluices and weirs in 2018/19 could be reallocated to canal maintenance in future years in order to catch up with any backlog.

9 Recommendations

- 9.1 To review and agree the outturn forecast for the current year 2017/18; and
- 9.2 To agree the budget for 2018/19; and
- 9.3 To agree the proposals regarding the scheme of charges for 2018/19 set out in Appendix D.

**BASINGSTOKE CANAL
FINANCIAL OUTTURN 2017/18**

APPENDIX A

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Actual Outturn 2016/17 £		Original Budget 2017/18 £	Forecast Outturn Sep-17 £	Over/ (Under) Budget £	Actuals 31 Aug'17 £	Forward Budget 2018/19 £
Expenditure						
417,522	Employees	436,066	439,467	3,401	175,901	456,387
29,202	Premises	33,000	33,000	0	7,839	33,000
176,667	Canal Maintenance	156,266	161,144	4,878	29,259	156,053
4,000	Principal Survey of Sluices & Weirs	50,000	0	(50,000)	0	50,000
52,288	Transport	49,800	49,800	0	13,880	49,800
67,161	Supplies & Services	45,100	41,600	(3,500)	8,672	46,000
25,151	Shortfall In Partner Contributions	25,151	25,151	0	3	25,151
771,991	Total Revenue Expenditure	795,383	750,162	(45,221)	235,554	816,391
Income						
120,747	General Fees & Charges	97,200	96,705	(495)	72,783	104,938
547,682	Grants & Contributions - Partner	547,682	547,682	0	522,531	547,682
47,331	Grants & Contributions - other	10,501	10,501	0	1,085	11,100
73,589	Rental Income	81,500	77,514	(3,986)	51,255	86,511
59,644	Sales Income	58,500	62,096	3,596	35,424	66,160
5,000	Other Miscellaneous Income	0	0	0	19	0
853,993	Total Revenue Income	795,383	794,498	(885)	683,096	816,391
(82,002)	Contribution (to)/from Reserves	0	(44,336)	(44,336)	(447,542)	0
Partner Contributions						
153,188	Surrey County Council	153,188	153,188	0	153,188	153,188
39,076	Guildford Borough Council	39,076	39,076	0	39,076	39,076
8,000	Runnymede Borough Council	16,869	8,000	(8,869)	8,000	16,869
10,000	Surrey Heath Borough Council	26,282	10,000	(16,282)	10,000	26,282
53,276	Woking Borough Council	53,276	53,276	0	53,276	53,276
153,188	Hampshire County Council	153,188	153,188	0	153,188	153,188
30,924	Hart District Council	30,924	30,924	0	30,924	30,924
3,048	Crookham Village Parish Council	3,048	3,048	0	3,048	3,048
6,750	Church Crookham Parish Council	6,750	6,750	0	6,750	6,750
240	Dogmersfield Parish Council	240	240	0	240	240
18,309	Fleet Town Council	18,309	18,309	0	18,309	18,309
4,036	Odiham Parish Council	4,036	4,036	0	4,036	4,036
250	Winchfield Parish Council	250	250	0	250	250
42,246	Rushmoor Borough Council	42,246	42,246	0	42,246	42,246
522,531		547,682	522,531	(25,151)	522,531	547,682
General Reserves						
(402,026)	Opening Balance	(486,309)	(486,309)	0	(486,309)	(532,645)
(82,002)	Contribution (to)/from Reserves	0	(44,336)	0	0	0
(2,281)	Interest on Balances	(2,000)	(2,000)	0	0	(2,000)
(486,309)	Closing Balance	(488,309)	(532,645)	0	(486,309)	(534,645)

	Surrey County Council Countryside	Hampshire County Council Capital Fund	Hampshire Emergency Repair Fund	Total
	£	£	£	£
Reported Balance as at 31st March 2017	(546,455)	(891,356)	0	(1,437,812)
Core Capital Contribution	(150,000)	0	0	(150,000)
Expenditure				
Bank Works	111,750	754,104		865,854
Water Management	8,400	8,000		16,400
Equipment				0
Canal Structure	240,876	94,445		335,321
Consultancy				0
Total cost of planned starts 2017/18	361,026	856,549	0	1,217,575
Balance as at 31st March 2018	(335,430) *	(34,807)	0	(370,236)
Core Capital Contribution	(150,000)	0	0	(150,000)
Expenditure				
Bank Works	101,250			101,250
Water Management	52,500			52,500
Equipment				0
Canal Structure	211,500			211,500
Consultancy				0
Total cost of planned starts 2018/19	365,250	0	0	365,250
Balance as at 31st March 2019	(120,180)	(34,807)	0	(154,986)

	Odiham Castle Scheme	HLS Rural Payments Agency SCC	HLS Rural Payments Agency HCC	Total
	£	£	£	£
Balance as at 31st March 2017	(3,148)	0	0	(3,148)
Expenditure				
Grassland Maintenance	0	2,519	5,636	8,155
Special Projects	0	0	0	0
Bank Repairs	0	0	0	0
Consultancy	0	0	0	0
Tree Work	0	0	0	0
Signage & maintenance	194	0	0	194
HLS Grasslands Income	0	(2,519)	(5,636)	(8,155)
HLS Income	0	0	0	0
HLS Match Funding	0	0	0	0
Balance as at 31st March 2018	(2,954)	0	0	(2,954)
Expenditure				
Grassland Maintenance	0	2,519	5,636	8,155
Special Projects	0	0	0	0
Bank Repairs	0	0	0	0
Consultancy	0	0	0	0
Tree Work	0	0	0	0
Signage & maintenance	0	0	0	0
HLS Grasslands Income	0	(2,519)	(5,636)	(8,155)
HLS Income	0	0	0	0
HLS Match Funding	0	0	0	0
Balance as at 31st March 2019	(2,954)	0	0	(2,954)

	Unallocated Reserve £	Dredging & Silt Disposal £	General Reserves Total £
Balance as at 31st March 2017	(462,231)	(24,078)	(486,309)
Income (Interest on Balances)	(2,000)	0	(2,000)
Projected use of reserve	(44,336)	0	(44,336)
Balance as at 31st March 2018	(508,567)	(24,078)	(532,645)
Income (Interest on Balances)	(2,000)	0	(2,000)
Projected use of reserve	0	0	0
Balance as at 31st March 2019	(510,567)	(24,078)	(534,645)

Basingstoke Canal Scheme of Prices, Charges & Fees

Prices	2017/18 Charges & Proposed Changes	Justification	Proposal 2018/19
Privately owned Powered Boat Licences (registered on Canal)	Existing scheme (detailed below) + annual increase % to match CPI £157.00 Mytchett & Hampshire £31.50 Woodham £16.00 Hermitage £8.00 Brookwood	Major revision in licensing arrangements in 2012/13 terms do not need revision; other neighbouring waterway's prices are staying static or increasing by inflation only. Basic annual charge for waterway use – no partial refunds in accordance with existing boating terms and conditions.	£161.60 Mytchett & Hampshire £32.40 Woodham £16.00 Hermitage £8.00 Brookwood
Mooring fees	Existing + inflation (CPI) £74.88/m/pa Private £130.00/m/pa Standard £149.76/m/pa Premium	Prices have remained static since the major revision in 2012/13 inflation now applied.	£77.10/m/pa Private £133.80/m/pa Standard £154.10/m/pa Premium
Unpowered boats	Annual licence £40 - No change proposed British Canoeing member's annual agreement	Revised in 2016/17 to encourage purchase local licences, rather than British Canoeing membership. Officers collating information on British Canoeing members use of the Canal.	£40 Officers to review during 2018, and agree new terms with British Canoeing
Unpowered boats	Day and weekly prices currently: No change for 2017/18 £3/day £12/wk	Major revision in licensing in 2012/13, other neighbouring waterway's prices are staying static	£3/day £12/wk
All commercial vessels	No change to multiplier but increase based on private vessel rates. 2.5x multiplier of private vessel rates	Similar to other local waterways.	No Change to 2.5x multiplier of private vessel rates

Discount for all commercial vessels operated by charities	No change to discount- 60% discount	Matches C&RT discount for charity operators	No change to 60% discount – Licence fees variable depending on circumstance
Visiting privately owned boat licences	Existing + inflation (CPI) Existing rates: £40.00/week £60.00/fortnight £90.00/month	Other neighbouring waterway’s prices are staying static or increasing by inflation only	£41.20/week £61.70/fortnight £92.60/month
Visiting trailed boats	Retention scheme and day licences: No change £15 per annum registration fee and £8 per day per visit	In line with other waterway’s prices.	£15 per annum registration fee and £8 per day per visit
Discount for visiting boats attending rallies	Variable – officer discretion: No change	Use and numbers vary considerably; officer discretion is required to give the most appropriate decision.	No Change - officers discretion
Dry Dock hire	Daily hire charge: Existing + 5% £40 / day	Dry dock is still significantly cheaper than competitors but improvement of facilities is required before a much greater increase can be made.	£42 /day
Pump out	Per token charge: Existing +100% £5 / token	Market research showed that our price was the cheapest anywhere on the inland waterway system.	£10 / token
Car parking charges	Published scheme of charges: No change	Only applies to Reading Road, Fleet car park; seek Hart DC’s advice annually. Hart DC do not advise increase in 2018.	No Change
Canal Centre Function room hire	Existing + 4.5% to weekdays 3.5% on evening /weekends Regular hires 10% discount £14.50/hr Evenings & weekends & school holidays £11/hr Weekdays	Function room is well used, but lots of market competitors - too sudden increase would lose market share – study of competitor rates undertaken.	£15.00/hr Evenings & weekends & school holidays £11.50/hr Weekdays

Camping

Scheme of charges
(detail below):
Existing + variable
percentage

Site suffers from basic
facilities, but has little
competition.

Standard rates

Tent / night:

1-3 berth

£6.00 + 8.3%

4-6 berth

£7.00 + 7.1%

7+ berth

£9.00 + 5.5%

Motor home / night

£7.00 + 7.1%

+ per person/ night:

Adults (12+ years)

£4 + 0%

Children (6-12 years)

£2 + 0%

*Young children (under
6 years)*

Free

Premium rates (apply
at published periods
eg: Farnborough
Airshow)

Tent / night:

1-3 berth

£9.00 + 5.5%

4-6 berth

£10.00 + 5%

7+ berth

£12.00 + 4.1%

Motor home / night -

£10.00 + 5%

+ per person/ night:

Adults (12+ years)

£8 + 0%

Children (6-12 years)

£4 + 0%

*Young children (under
6 years)*

Free

Camping rallies

£170 / night up to 20
units + additional
units £8.50/unit/night

Standard rates

Tent / night:

1-3 berth

£6.50

4-6 berth

£7.50

7+ berth

£9.50

Motor home / night

£7.50

+ per person / night:

Adults (12+ years)

£4

Children (6-12 years)

£2

*Young children (under
6 years)*

Free

Premium rates (apply
at published periods
eg: Farnborough
Airshow)

Tent / night:

1-3 berth

£10.00

4-6 berth

£10.50

7+ berth

£12.50

Motor home / night

£10.50

+ per person / night:

Adults (12+ years)

£4

Children (6-12 years)

£2

*Young children (under
6 years)*

Free

£180 / night up to 20
units + additional units
£9.00/unit/night

<i>OR</i>		<i>OR</i>
If less than 20 units £10/unit/night		If less than 20 units £9/unit/night
Yurt Hire Day hire £40/day £50/night for 1 night £40/night for 2 or more nights (inc. VAT)	Still in growth stage of being an established hire	No change

Charges	2017/18 Charges & Proposed Changes	Justification	Proposal 2018/19
Santa Cruise tickets	Replace existing charges with new 3 tier pricing structure based on demand. £14 per person weekends/evening and school holidays £11 per person for all other trips	Event very popular, no local competition, 96% sell out on day of release, no capacity to increase numbers. No child discount due to maritime regulation requiring a seat to be made available for all children over 12 months old. Three tier charges, introduced to increase income based on demand. (All prices inc. VAT)	Band A: £15 / person Band B: £14.50 / person Band C: £11.50 / person
Seasonal trails	Per trail price: Existing +20% £2.50 +20%	Similar rate to other countryside sites. Increase reflects an increase in cost of the prizes	£3
Pond dipping	Per hour hire: No change £5	Very weather dependent. Price to remain the same as 2017	£5
Large towpath based events	Charge per event: No change <i>Up to 100 participants</i> Free <i>101- 500 participants</i> £100 <i>500-999 participants</i> £200 <i>1000 + participants</i> £400 No charge for park runs	Towpath events exceed the public right to wander on countryside land and can cause conflict between users and additional wear. Charges have been introduced to cover costs incurred.	No change <i>Up to 100 participants</i> Free <i>101- 500 participants</i> £100 <i>500-999 participants</i> £200 <i>1000 + participants</i> £400 No charge for park runs

Rowing boat & canoe hire	<p>Hourly or half-hourly hire charge: Existing scheme of fees + % increase</p> <p><i>Rowing boat</i> £14.50/hr + 3.4% £13 / additional hr <i>Canadian canoe</i> £11.50/hr + 4.3% £10/additional hr <i>Pedalo</i> £8/half hour + 6.25% <i>Double kayak</i> £12 + 0% <i>Single kayak</i> £10 + 0%</p>	<p>Very weather dependant, business still continuing to grow. New offer prices on kayaks introduced in 2017/18. (All price inc. VAT)</p> <p><i>Rowing boat</i> £15 / hr rowing boat £13 / additional hr <i>Canadian canoe</i> £12/hr canoe £10/additional hr <i>Pedalo</i> £8.50/half hour <i>Double kayak</i> £12 double kayak <i>Single kayak</i> £10 single kayak</p>
Public boat trips	<p>Charge per trip: Existing fees + % addition</p> <p>Adult £5 + 20% Child £3.50 + 14.3% Family £15 + 13.3%</p>	<p>Very weather dependant. Based on successful 2016/17 season (all fees inc. VAT)</p> <p>Adult £6 Child £4 Family £17</p>
Cream Tea trips	<p>Charge per trip: Existing adult charge, deletion of child discount</p> <p>Adult £12.50 + 12% Child £9.00 – rate deleted</p>	<p>Good uptake for first year of operating these trips No differentiation in level of service and only few seats taken up by children.</p> <p>£14 per seat (no discounts)</p>
Charter hire boat trip	<p>Hourly charge rates: No Change £60/hr daytime £70/hr evenings then</p>	<p>1st summer to operate this, still building business (All fees inc. VAT)</p> <p>£60/hr daytime £70/hr evenings</p>

Fees	2017/18 Charges & Proposed Changes	Justification	Proposal 2018/19
Undertaking searches of records	Hourly charge: Existing + inflation (CPI) £50 / hr + CPI (inc. VAT) – min 1hr charge	Cost recovery for staff undertaking searches on behalf of solicitors and other professionals engaged in third party enquiries	£51.45 / hr
Non Canal related projects or works	Full recovery – staff time or to be charged at published HCC or SCC charge out rates including overheads, all costs incurred to be fully recharged	To ensure that the BCA covers fully the costs of all staff time deployed on works or other projects not associated with the maintenance of the Canal	

CPI - Consumer Price Index

CPI is based on the difference from August 2016 CPI index at 100.9 and August 2017 CPI index at 103.8, which is an increase of 2.9.

All % increases to be rounded to the nearest whole 10p.

When this equates to less than a 50p increase the price will remain the same for ease of administration.

Where VAT is inclusive this is set at standard rate (current rate 20%) as required by HMRC

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