

## HAMPSHIRE COUNTY COUNCIL

## Report

<b>Committee/Panel:</b>	Basingstoke Canal Joint Management Committee
<b>Date:</b>	18 November 2020
<b>Title:</b>	Forecast Outturn 2020/21 and Forward Budget 2021/22
<b>Report from:</b>	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 outturn of the Basingstoke Canal Authority. Members are asked to:
- Review and agree the revenue outturn forecast for the current year 2020/21.
  - Agree the revenue budget for 2021/22.
- 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.
- 1.3 The outturn shows that the Canal will make a draw from reserves of £92,000 compared to a planned draw of £36,000 in the original 2020/21 budget. This was mainly due to £63,000 of project spend which slipped from 2019/20 to be completed in 2020/21. An additional net outlay of £23,000 was also required to implement social distancing measures, additional cleaning and signage around the Canal following the Covid-19 pandemic. Offsetting this additional spend, £30,000 of tree works scheduled for 2020/21 has slipped into next financial year. Further details are set out in section 2 below, and a summary of the revenue position is set out in Appendix A.
- 1.4 The financial impact of Covid on the forecast outturn is summarised in Appendix C3 and discussed in more detail throughout the report.
- 1.5 The budget presented for 2021/22 shows a draw on reserves of £83,000 which relates to the tree inspection survey £30,000 which will be carried out by the newly appointed Tree Officer commencing in January 2021 and throughout 2021/22, as well as the resulting tree works, £30,000 of which has slipped into the 2021/22 budget. Spend on Canal Maintenance projects such as the increased plan for pumping stations will cost £13,000, an additional £5,000 is required for the Canal Project Officer, with the remaining £5,000 draw for additional costs in Supplies and Services following the investment in IT in the Canal Centre and for homeworking. Every effort will be made to reduce this draw if at all possible. Further details are shown in section 3 below, and a summary of the forward budget revenue position is also shown in Appendix A.

- 1.6 Capital expenditure is funded directly by Hampshire and Surrey County Councils for major repairs and improvements to the Canal's assets. Members are also asked to note the progress of the SCC and HCC Capital Programmes.

## 2 Outturn Forecast 2020/21

- 2.1 The outturn forecast for 2020/21 is set out in Appendix A. Overall the current forecast shows the Canal will make a draw from reserves of £92,000, compared to the budgeted draw of £36,000.

- 2.2 The revenue expenditure forecast shows a reduction of £49,000 in spend. This variance is broken down by category below with underspends shown as negative figures.

- **Employees [ -£58,000 ]**

The 2020/21 pay award has been agreed at 2.75% (compared to the budgeted 2%) increasing the forecast by £3,000. However, a freeze on recruitment initially caused by the lockdown and then the required changes to planned works and events to comply with Covid restrictions have more than offset this additional cost.

Members will recall from the last meeting that the Pension Fund had performed very well and as a result that past service costs are now fully funded and that BCA will not have to pay the budgeted £30,000 for these in 2020/21. At the last fund valuation it was expected that these would take a number of years to reach the point of being fully funded. However to be prudent it was agreed that this budget remain in the base for the next three years in case the next valuation should go the opposite way. Following the next triennial assessment of the pension fund the position can be reviewed. It was agreed that a Project Officer post would be appointed to assist with progressing the capital programme. The role has been evaluated at £35,000 p.a. and will be filled during January at a cost of £8,500 to year-end which will save £21,500 against the £30,000 allowed for in the budget.

The vacant Visitor Services Officer post is planned to be filled in November, a further saving of £18,000 as this post was originally budgeted to be occupied from April 2020.

Overtime and shift allowances are forecast to be £6,000 lower than planned following the closure of the Canal Centre during lockdown and casual staff costs have also reduced by £6,000 following the cancellation of the Santa Cruises due to concerns about social distancing at the event.

The campsite development project is on hold until further funding can be secured and as a result the Campsite Warden post will not be filled this year, saving £18,000.

An additional allowance of £8,500 has been made in the forecast for a full time Tree Officer to carry out the Tree Inspection survey starting in January 2021 (see Canal Maintenance paragraph below).

- **Premises [ -£5,000 ]**

The temporary closure of the Canal Centre during lockdown saved £1,000 in electricity and water costs at the beginning of the year, with a further saving of £4,000 in planned Premises spend due to the delay of the campsite project.

- **Canal Maintenance [ -£24,000 ]**

Repairs to the Brookwood visitor mooring will take place this year (rescheduled from 2019/20), at a cost of £33,000. Additionally, contractors have been tasked with routine tree works costing £1,500 due to Covid-19 restrictions, i.e. the ranger team has been divided into smaller working groups for resilience reasons with the result that they have been unable to take on tasks that would usually be done in-house as a whole team.

These additional costs will be partially offset by the following planned works which will now not go ahead this year, the landscaping of the campsite, £6,000; the Frimley pumping station repairs, £11,000; telemetry costs, £1,000; and soft bank protection works, £10,000.

It had been planned to have the Tree Survey done by a contractor. This however has proved to be difficult to source so the work will now be completed in-house and a temporary Tree Officer post is being created to do the work funded from the money earmarked for the payment that would have been made to a contractor. It is hoped that the post of Tree Officer will be filled in January and that the survey work and the related tree works will follow, continuing into 2021/22. The slippage to tree works is estimated at £30,000 and has been built into the next year's budget.

- **Principal Inspections [ £33,000 ]**

As reported in the final accounts statement elsewhere on the agenda, the cost of the written report on the weirs and sluices inspection slipped into this financial year at a cost of £21,259. There are higher than budgeted costs for the vegetation survey of £2,500 and £9,000 increased expenditure on the Stop Plank works as the ranger team was unable to carry out the task due to Covid 19 restrictions (as explained above) which meant it was necessary to hire a contractor to complete the installation.

- **Transport [ -£5,000 ]**

Reduced staff travel claims and fuel costs during the lockdown resulted in a £2,000 reduction in spend. Repair and maintenance costs are also expected to be £3,000 lower than budget as only two vehicles are being returned to Hampshire Transport Management this year.

- **Supplies and Services [ £10,000 ]**

Additional spend on supplies and services due to Covid-19 include the cost of cleaning supplies, £1,000; contract cleaning spend, £1,000; and personal protective equipment, £2,000 to limit the spread of the virus; as well as additional information and signage, £5,000 to ensure the safety of visitors to the Canal. Additional IT and phone costs £7,000 were partly required so staff could work from home during the lockdown but are also due to increased annual costs following last year's office reorganisation.

These costs were offset by savings in shop stock £3,000; catering provisions £2,000 and stationery £1,000 due to the cancellation of events following Covid 19.

- 2.3 The outturn forecast for revenue income shows a drop in income of £105,000 against the original budget. £88,000 of lost income is due to the impact of Covid-19, while a £29,000 reduction in income can be explained by Business as Usual (BAU) reasons. These reductions are offset by £12,000 of additional income relating to Covid-19 factors. The variances are explained below. Positive figures reflect forecasts below those originally budgeted:

### **General Fees and Charges [ £36,000 ]**

The impact of Covid-19 resulting in the temporary closure of the Canal Centre and subsequent social distancing measures has resulted a loss of bookings for the function room, £9,000 and campsite, £24,000.

Delays with drawing up the lease agreement with Basingstoke Canal Canoe Club have resulted in a risk that the £15,000 one-off premium for the improvement works carried out by the BCA may not be received until next financial year. To be prudent this has been assumed when drawing up the budget

This has been partially offset by a 350% increase in boat licence income amounting to £9,000, as more people holidayed in the UK this year contributing to an increase in demand, as well as an increase in licensing patrols ensuring that licence income was received. £3,000 of parking income delayed from 2019/20 due to the lockdown was also banked in this financial year.

### **Grants & Contributions – Other [ -£1,000 ]**

This is due to an additional donation to the Canal.

### **Rental Income [ £15,000 ]**

The income from mooring fees is still negatively impacted by the ongoing works to complete the Farnborough moorings.

### **Sales Income [ £55,000 ]**

Activities at the Canal (including the flagship Santa Cruises event and Rosebud boat trips) have been canceled due to concerns about social distancing which has had a severe impact on this year's income, £45,000. The lockdown early in the year has also had a detrimental impact on shop sales which have fallen by £10,000.

## **3 Forward Budget 2021/22**

- 3.1 The forward budget for 2021/22 is set out in Appendix A.
- 3.2 Budgets have been thoroughly reviewed to ensure that they reflect accurate assessments of income and expenditure for 2021/22. They have been presented with no Covid-19 implications built in. Potential impacts of Covid-19 on the forward budget are discussed separately below. In addition all the financial impacts of the campsite project have been removed.
- 3.3 A drawdown on reserves of £83,000 is presented for approval. The drawdown of tree inspection monies £30,000 is to fund the tree officer post whose role commences in January 2021, continuing into 2021/22. The related tree management works will also continue next year, £30,000 of expenditure has slipped into the 2021/22 budget due to delays in the implementation of the tree survey. £13,000 is required for additional Canal Maintenance including the increased plan for pumping stations. £5,000 is required for the additional cost of the Canal Project Officer post as explained below, with the remaining drawdown from reserves due to additional costs following investment in IT at the Canal Centre and for homeworking.
- 3.4 A breakdown of expenditure is set out below with changes from 2020/21 highlighted. Reductions in budgets are shown as negative figures:

### **Employees [ £39,000 ]**

An assumed 2% pay award has been added to the 2021/22 budget as well as the increase in employers pension contributions which increases the budget by £10,000. Due to the delay of the Campsite development project, the Campsite warden post has been replaced by casual staff hours, saving £11,000.

The Canal Project Officer post, £35,000 and Tree Officer post, £35,000 have been built into the budget for a full year.

The Canal Project Officer post is funded from the budget saving due to the BCA not being required to make the Hampshire pension fund contribution of £30,000 for 3 years. Although, the Project Officer post will cost £5,000 more than the annual pension fund contribution in 2021/22, the cost of the post will be more than covered over the 3 years saving by not making the contribution. It will be advertised as a 27 month contract (saving £10,500 overall).

The Tree Officer post is funded from the Tree Inspection Survey allocation. A balance of £30,400 has been carried forward into 2021/22, (£8,500 was allocated to the Tree Officer post in 2020/21), resulting in a forecast overspend of £4,200.

Following recruitment to the vacant Visitor Services Officer post in October 2020 the present Seasonal Visitor Services Assistant (SVSA) has been appointed leaving the SVSA role vacant. Instead of recruiting a new SVSA, the role will become a full time role, and it will be ensured that overall this will have no net impact on the budget (currently it is expected that the VSO and VSO will need to recoup a £3,800 increase in staffing spend from additional income generated from Canal Centre activities).

### **Premises [ -£6,000 ]**

The Premises budget has been reduced to reflect a £2,000 saving in general refuse spend due to the secure bin compound (which prevents other people from using these facilities) and following the agreement that the tea room supplies its own refuse services. The budget has also been adjusted down by £4,000 for Campsite premises costs which will not be required until the development project takes place.

### **Canal Maintenance [ £13,000 ]**

The Canal Maintenance provision has risen to allow for an augmented plan for pumping stations £10,000; an increase in fees for the annual reservoir inspection £2,000 and additional equipment for the Tree Officer, £1,000.

### **Principal Inspections [ -£6,000 ]**

Latest estimates for this budget include Principal Inspections of the Reservoir £25,000; Cuttings £20,000 and Footbridges £10,000.

### **Transport [ -£3,000 ]**

The transport budget has been reduced by £3,000 as a result of hiring two vans on the cheaper Surrey County Council contract and the reduction in fuel costs due to one of the vans being powered by electric.

### **Supplies and Services [ £10,000 ]**

This budget has been increased to allow for the additional IT service costs following the office reorganisation and the requirement for staff to be able to work from home.

- 3.5 There are only a few minor changes to the 2021/22 income budget from the previous year and this assumes that Partner Authorities will continue with the current level of contributions to the Canal. However, there are 2 minor offsetting changes in that the Surrey HLS Rural Payments agreement ends in October 2021 resulting in a £1,000 reduction in income from Grant & Contributions - Other, which is balanced by a £1,000 increase in the General Fees & Charges budget. As mentioned above, it is currently expected that an additional £3,800 sales income will need to be generated to offset the employment of a full time Visitor Service Assistant.

## **4 Capital Expenditure Programme**

- 4.1 The HCC and SCC capital plans for 2020/21 and 2021/22 are set out for Members information in Appendix B with further information in the following paragraphs:

### **Hampshire County Council**

- 4.2 The Hampshire County Council brought forward balance for capital works was £923,745 as at 31<sup>st</sup> March 2020 and a further £500,000 core capital contribution has been added to available funds (the final allocation from the £1.5 million over 3 years).



- 4.3 In 2020/21 so far, expenditure has been just £28,756 for engineering design and investigation costs primarily for Swan Cutting, apart from £1,586 for Crookham Deeps bed lining. Further design costs are expected for both projects during the year, as these are complex involving many consents, technical difficulties and third parties.
- 4.4 The largest area of planned spend for the current year is bank protection works and structural repairs following the Principal Inspection of weirs and sluices, and the Principal Inspection of Ash Lock. A programme of £60,000 of bank protection works are planned for this winter throughout the Hampshire portion of the Canal in conjunction with similar works in Surrey. Following the Principal Inspection of weirs and sluices £60,000 has also been assigned to repair works to Norris Hill and Reading Road sluice/weirs.
- 4.5 A total of £237,500 is expected to be spent in 2020/21 leaving a balance at the end of the year of £1,186,245.
- 4.6 The large schemes left in the HCC programme will be prone to further slippage due to their complex nature, and to date lack of staffing available to develop them. The recruitment of the Project Officer to assist with the capital programme was delayed due to a complete freeze in recruitment in the first quarter and the reopening of visitor services in the second quarter. As mentioned earlier in this report, it is anticipated that a person will be in post in January 2021 and therefore progress will be made.
- 4.7 Due to the slippage of programmes in the current financial year, the HCC programme is now expected to run until at least 2022/23. There are no further capital allocations planned beyond 2020/21.

### **Surrey County Council**

- 4.8 The Surrey County Council funded capital allocation was £285,000 as at 1<sup>st</sup> April 2020. During 2020/21 £280,911 is expected to be spent leaving a balance of £4,089 at the end of the year.
- 4.9 The majority of expenditure, £125,000, which will take place during the final quarter of 2020/21 will be on structural repairs following on from the Principal Inspection of Locks 1-6 and also similar maintenance arising from the Principal Inspection of weirs and sluices. A further £55,000 is due to be spent on bank protection schemes and £37,000 on lock gates.
- 4.10 A core capital contribution of £150,000 will be received in 2021/22, as well as a carried-forward balance of £67,000 from 2019/20. Therefore, the allocated budget for 2021/22 will be £221,089.

## **5 Special Projects**

- 5.1 The Special Projects reconciliation is set out in Appendix C.1.
- 5.2 Odiham Castle – the carried forward balance of funds as at 1<sup>st</sup> April 2020 is £2,032. This is forecast to be fully spent by the end of 2021/22 on the interpretation boards which are all end of life and need to be replaced.
- 5.3 Higher Level Stewardship (HLS) funding

## Surrey - HLS Rural Payments Agency

Annual Grassland Maintenance – £2,519 to offset staffing costs incurred on grassland maintenance will be invoiced to Surrey County Council in 2020/21. Maintenance work on the grassland continues under the current agreement until October 2021.

## Hampshire - HLS Rural Payments Agency

Annual Grass and Woodland Maintenance – receipts of £5,526 are anticipated for 2020/21. Maintenance work on the grassland is expected to continue under the current agreement until November 2022. Receipts will offset the staffing costs incurred by the Canal.

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### 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 Covid, 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 just adequate.
- 6.3 The opening balances for reserves in 2020/21 were £697,089 Unallocated, £24,078 for Dredging Silt and Disposal and £80,000 for Wellesley Reserve, a combined total of £801,167.
- 6.4 A draw of £92,000 (an increase from the budgeted draw of £36,000) is forecast to be made from the Unallocated Reserve in 2020/21. This relates to £63,000 of projects slipped from 2019/20, and the increased costs of cleaning, signage and social distancing measures at the Canal resulting from the Covid-19 pandemic of £23,000 which is offset by Tree Works slipping into 2021/22 of £30,000.
- 6.5 The impact of slipped projects discussed throughout this report is summarised in the table below:

<b>Additional Expenditure due to projects slipped into 20/21</b>	£	£
Brookwood visitor mooring repairs	33,000	
Weirs & Sluices inspection report	21,259	
Tree Inspection monies – Tree Officer 20/21 cost	8,500	
		<b>62,759</b>
<b>Reduced Expenditure due to projects slipped into 21/22</b>		
Tree Works		<b>(29,750)</b>
<b>Expenditure slipped from 19/20 into 21/22</b>		



Tree Inspection monies – balance of funding		<b>30,359</b>
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6.6 The £56,000 variance from the budgeted draw on reserves is split into Covid factors and Business as Usual factors in the Appendix C.3 and can be summarised as follows:

	£'000	£'000
<b>Covid related:</b>		
Additional costs and lost income	111	
Less reduced expenditure	-61	
Plus additional income	-12	
Net expected Covid cost in 20/21		38
<b>Business as usual:</b>		
Expenditure slipped in 2020/21	63	
Expenditure slipped into 2021/22	-30	
Other variances	-15	
Total BAU variances		18
<b>Variance from budgeted draw on reserve 20/21</b>		<b>56</b>

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6.7 Members can see from the details in this report that the impact of Covid on the reserves is significant and could be potentially worse in 2021/22. Most of the covid related reduced expenditure is as a result of the recruitment freeze and so these savings will not occur next year. If faced with a similar situation in the next financial year it is easy to see that there could quite feasibly be a further £100,000 draw on the reserve.

6.8 All local authorities are under significant financial pressures but if at all possible it is imperative that partner contributions do not drop. The JMC is doing everything it can to try and generate income but at a time when there are restrictions on what it can do any reduction in contributions would have a significant financial effect on the Canal.

6.9 Any proposals that the Canal has to generate income will usually come with a need for some up front money to set the scheme up and these would need to come from the reserves.

6.10 The total Reserve is projected to stand at £709,968 at the end of 2020/21 and £627,678 at the end of 2021/22 based on current budget forecasts and a further draw of £83,000.

Interest has been assumed on the balances at 0.1%. As stated earlier in the report this assumes there are no effects of Covid in 2021/22.

## **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 2021/22 as set out in Appendix D .

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## **8 Conclusion**

- 8.1 The Canal is facing an unprecedented position from both an operational and financial perspective due to Covid. The financial effects have been estimated for the current year and incorporated into the budget. No financial effect has been built into the 2021/22 budget as they are simply not known. It is extremely likely that there will be a negative effect on the Canal's finances and a further draw on the reserves will be required.

## **9 Recommendations**

- 9.1 To review and agree the revenue outturn forecast for the year 2020/21; and
- 9.2 To review and agree the revenue budget for 2021/22; and
- 9.3 To review and agree the proposed scheme of charges for 2021/22 set out in Appendix D.

## BASINGSTOKE CANAL

## APPENDIX A

## OUTTURN FORECAST 2020/21 &amp; FORWARD BUDGET 2021/22

Final Outturn 2019/20 £		Original Budget 2020/21 £	Forecast Outturn Sep-20 £	Over/ (Under) Budget £	Actuals Actuals 31/08/2020 £	Forward Budget 2021/22 £
	<b>Expenditure</b>					
454,233	Employees	492,000	434,000	(58,000)	163,464	531,000
27,213	Premises	32,000	27,000	(5,000)	6,992	26,000
222,030	Canal Maintenance	161,000	137,000	(24,000)	29,111	174,000
27,280	Principal Survey Work	61,000	94,000	33,000	0	55,000
42,533	Transport	45,000	40,000	(5,000)	667	42,000
60,528	Supplies & Services	51,000	61,000	10,000	12,646	61,000
5,435	Campsite Development	0	0	0	0	0
25,151	Shortfall In Partner Contributions	25,000	25,000	0	0	25,000
<b>864,404</b>	<b>Total Revenue Expenditure</b>	<b>867,000</b>	<b>818,000</b>	<b>(49,000)</b>	<b>212,880</b>	<b>914,000</b>
	<b>Income</b>					
118,631	General Fees & Charges	124,000	88,000	(36,000)	63,191	125,000
547,682	Grants & Contributions - Partner	548,000	548,000	0	522,531	548,000
54,265	Grants & Contributions - Transfer from C:	0	0	0	0	0
28,680	Grants & Contributions - other	18,000	19,000	1,000	368	17,000
49,781	Rental Income	62,000	47,000	(15,000)	40,000	62,000
88,074	Sales Income	79,000	24,000	(55,000)	17,842	79,000
(3)	Other Miscellaneous Income	0	0	0	163	0
	Campsite Development	0	0	0	0	0
<b>887,110</b>	<b>Total Revenue Income</b>	<b>831,000</b>	<b>726,000</b>	<b>(105,000)</b>	<b>644,094</b>	<b>831,000</b>
<b>(22,706)</b>	Contribution from/(to) Reserves	<b>36,000</b>	<b>92,000</b>	<b>56,000</b>	<b>(431,213)</b>	<b>83,000</b>
	<b>Partner Contributions</b>					
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
<b>522,531</b>		<b>547,682</b>	<b>522,531</b>	<b>(25,151)</b>	<b>522,531</b>	<b>547,682</b>
	<b>General Reserves</b>					
(691,509)	Opening Balance	(601,309)	(801,167)	(199,858)	(801,167)	(709,968)
(102,706)	Contribution from/(to) Reserves	36,000	92,000	56,000	0	83,000
(6,952)	Interest on Balances	(3,500)	(801)	2,699	0	(710)
<b>(801,167)</b>	<b>Closing Balance</b>	<b>(568,809)</b>	<b>(709,968)</b>	<b>(141,159)</b>	<b>(801,167)</b>	<b>(627,678)</b>

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	Surrey County Council Countryside  £	Hampshire County Council Capital Fund  £	Total  £
<b>Balance as at 31<sup>st</sup> March 2020*</b>	<b>(182,195)</b>	<b>(923,745)</b>	<b>(1,105,940)</b>
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<b>Core Capital Contribution</b>	<b>(285,000)</b>	<b>(500,000)</b>	<b>(785,000)</b>
<b>Expenditure</b>			
Bank Works	64,396	104,500	168,896
Water Management	0	0	0
Equipment	0	0	0
Canal Structure	210,310	104,500	314,810
Contingency	6,205	28,500	34,705
<b>Total cost of planned starts 2020/21</b>	<b>280,911</b>	<b>237,500</b>	<b>518,411</b>
<b>Balance as at 31<sup>st</sup> March 2021</b>	<b>(4,089)</b>	<b>(1,186,245)</b>	<b>(1,190,334)</b>
<b>Core Capital Contribution</b>	<b>(150,000)</b>	<b>-</b>	<b>(150,000)</b>
<b>C/F from 2019/20</b>	<b>(67,000)</b>	<b>-</b>	<b>(67,000)</b>
<b>Expenditure</b>			
Bank Works	163,000	0	163,000
Water Management		510,950	510,950
Equipment			0
Canal Structure	48,810	204,600	253,410
Contingency	4,900	97,575	102,475
<b>Total cost of planned starts 2021/22</b>	<b>216,710</b>	<b>813,125</b>	<b>1,029,835</b>
<b>Balance as at 31<sup>st</sup> March 2022</b>	<b>(4,379)</b>	<b>(373,120)</b>	<b>(377,499)</b>

	Odiham Castle Scheme	HLS Rural Payments Agency SCC	HLS Rural Payments Agency HCC	Total
	£	£	£	£
<b>Balance as at 31<sup>st</sup> March 2020</b>	<b>(2,302)</b>	<b>0</b>	<b>0</b>	<b>(2,302)</b>
<b>Expenditure</b>				
Grassland Maintenance	0	2,519	5,526	8,045
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)	(5,526)	(8,045)
HLS Income	0	0	0	0
HLS Match Funding	0	0	0	0
<b>Balance as at 31<sup>st</sup> March 2021</b>	<b>(2,302)</b>	<b>0</b>	<b>0</b>	<b>(2,302)</b>
<b>Expenditure</b>				
Grassland Maintenance	0	1,408	5,526	6,934
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	2,302	0	0	2,302
HLS Grasslands Income	0	(1,408)	(5,526)	(6,934)
HLS Income	0	0	0	0
HLS Match Funding	0	0	0	0
<b>Balance as at 31<sup>st</sup> March 2022</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

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	Unallocated Reserve	Dredging & Silt Disposal	Wellesley Reserve	General Reserves Total
	£	£	£	£
<b>Balance as at 31<sup>st</sup> March 2020</b>	<b>(697,089)</b>	<b>(24,078)</b>	<b>(80,000)</b>	<b>(801,167)</b>
Income (Interest on Balances)	(801)	0	0	<b>(801)</b>
Projected use of reserve	92,000	0	0	<b>92,000</b>
<b>Balance as at 31<sup>st</sup> March 2021</b>	<b>(605,890)</b>	<b>(24,078)</b>	<b>(80,000)</b>	<b>(709,968)</b>
Income (Interest on Balances)	(710)	0	0	<b>(710)</b>
Projected use of reserve	83,000	0	0	<b>83,000</b>
<b>Balance as at 31<sup>st</sup> March 2022</b>	<b>(523,600)</b>	<b>(24,078)</b>	<b>(80,000)</b>	<b>(627,678)</b>

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APPENDIX C.3									
	Covid-19 impact								
	Budget Variance	Additional Covid-19 Costs	Lost income due to Covid-19	Savings/Additional Income as a direct consequence of Covid-19	Covid-19 Impact Sub-total	BAU Savings	BAU Additional Spend	BAU Sub-total	
	£000	£000	£000	£000	£000	£000	£000	£000	
<b>Basingstoke Canal - Variance from Budget (-) Favourable (+)</b>	<b>56</b>	<b>23</b>	<b>88</b>	<b>(73)</b>	<b>38</b>	<b>(84)</b>	<b>102</b>	<b>18</b>	
<b>Expenditure</b>	<b>(49)</b>	<b>23</b>	<b>0</b>	<b>(61)</b>	<b>(38)</b>	<b>(83)</b>	<b>72</b>	<b>(11)</b>	
Employees	(58)			(52)	(52)	(18)	12	(6)	
Premises	(5)			(1)	(1)	(4)		(4)	
Canal Maintenance	(24)	1			1	(58)	33	(25)	
Principal Survey Work	33	9			9		24	24	
Transport	(5)			(2)	(2)	(3)		(3)	
Supplies & Services	10	13		(6)	7		3	3	
Shortfall in Partner Contributions	0				0			0	
<b>Income</b>	<b>105</b>	<b>0</b>	<b>88</b>	<b>(12)</b>	<b>76</b>	<b>(1)</b>	<b>30</b>	<b>29</b>	
General Fees & Charges	36		33	(12)	21		15	15	
Grants & Contributions - Partner	0				0			0	
Grants & Contributions - Other	(1)				0	(1)		(1)	
Rental Income	15				0		15	15	
Sales Income	55		55		55			0	
Other Miscellaneous Income	0				0			0	



**SCHEME OF PRICES, CHARGES AND FEES 2020/2021 for 2021/2022**

<b>No changes</b>		
<b>Item</b>	<b>2020/21</b>	<b>2021/22</b>
Dry dock - per day	£ 45.00	£ 45.00
Pump out per use	£ 10.00	£ 10.00
Car park charges	As Hart DC scheme	As Hart DC scheme
Camping charge per person per night (13 yrs +)	£ 4.00	£ 4.00
Camping charge per person per night (6-12 yrs)	£ 2.00	£ 2.00
Camping charge per person per night ( under 5 yrs)	FREE	FREE
Camping rallies (additional units) per unit per night	£ 9.50	£ 9.50
Camping rallies less than 20 units per unit per night	£ 11.00	£ 11.00
Camping - Tent 1-3 berth per night	£ 7.50	£ 7.50
Camping - Tent 4-6 berth per night	£ 8.50	£ 8.50
Camping - Tent 7+ berth per night	£ 10.50	£ 10.50
Camping - Motorhome or caravan per night	£ 9.00	£ 9.00
Camping rallies (up to 20 units) per night	£ 190.00	£ 190.00
Yurt hire - day hire	£ 40.00	£ 40.00
Yurt hire - 1 nights hire	£ 50.00	£ 50.00
Yurt hire - 2 or more nights hire	£ 40.00	£ 40.00
Seasonal trails - per trail	£ 3.00	£ 3.00
Pond dipping - per hour hire	£ 5.00	£ 5.00
Public boat trips - Child (under 1 yrs) per trip	FREE	FREE
Public boat trips - Child (1-12 yrs) per trip	£ 4.00	£ 4.00
Public boat trips - Adult over 13 yrs) per trip	£ 6.50	£ 6.50
Public boat trips - Family (2 adults + 2 children) per trip	£ 19.00	£ 19.00
Public boat trips - cream tea experience per trip	£ 14.00	£ 14.00
Public boat trips - charter hire whole boat per hour (daytime)	£ 60.00	£ 60.00
Public boat trips - charter hire whole boat per hour (evening)	£ 70.00	£ 70.00
Santa cruise - Band A per person	£ 16.00	£ 16.00
Santa cruise - Band B per person	£ 15.50	£ 15.50
Santa cruise - Band C per person	£ 12.50	£ 12.50
Boat hire - single kayak per hour	£ 10.00	£ 10.00
Boat hire - canadian canoe per hour	£ 12.50	£ 12.50
Boat hire - pedalo per 30 minutes	£ 9.00	£ 9.00
Boat hire - double kayak per hour	£ 13.00	£ 13.00
Boat hire - rowing boat per hour	£ 15.50	£ 15.50
Canal Centre function room - per hour - weekends etc	£ 15.50	£ 15.50

Canal Centre function room - per hour - weekdays etc	£ 12.00	£ 12.00
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#### Changes (not CPI)

Item	2020/21	2021/22	
Large towpath based events - up to 49 participants	FREE	FREE	Participant number has changed from 100 to 49
Large towpath based events - up to 50-100 participants		£50	New charge for new participant level of 50 to 100

#### Changes (CPI Increase)

CPI rate increase	2020/21	2021/2022
	2.10%	0.20%
Item	2020/21	2021/2022
Mooring fees - Private (per m/pa)	£80.70	£80.90
Mooring fees - Standard (per m/pa)	£140.00	£140.30
Mooring fees - Premium (per m/pa)	£161.30	£161.60
Undertaking searches, etc per hour (inc VAT)	£53.80	£53.90
Large towpath based events - up to 101-499 participants	£102.10	£102.30
Large towpath based events - up to 500-999 participants	£204.20	£204.60
Large towpath based events - over 1000 participants	£408.40	£409.20

CPI - Consumer Price Index.

CPI is based on the difference from August 2019 CPI index at 108.4 and August 2020 CPI index at 108.6, which is a percentage change of 0.2.

All % increases have been rounded to the nearest whole 10p.

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