

# Cabinet – Supplementary agenda No.1

**A meeting of the Cabinet will be held on:**

**Date:** 7 February 2017

**Time:** 3.00pm

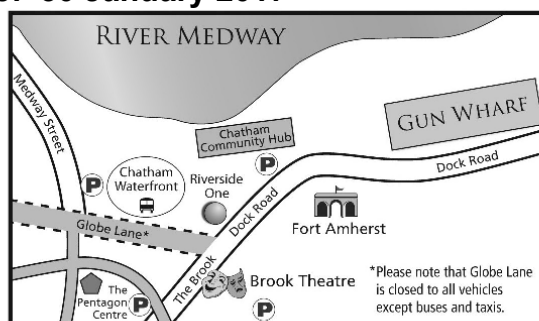
**Venue:** Meeting Room 2 - Level 3, Gun Wharf, Dock Road, Chatham ME4 4TR

## Items

- |     |  |                                 |
|-----|--|---------------------------------|
| 8.  | <b>Capital and Revenue Budgets 2017/18</b><br>Please find attached Appendix 6 to the report.                 | <b>(Pages<br/>3 - 80)</b>       |
| 10. | <b>Youth Offending Team Strategic Plan 2016-17</b><br>Please find attached Appendices A and B to the report. | <b>(Pages<br/>81 -<br/>152)</b> |

**For further information please contact Wayne Hemingway, Democratic Services Officer on Telephone: 01634 332509 or Email:**  
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**Date: 30 January 2017**



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If you have any questions about this meeting and you want to speak to someone in your own language please ring **01634 335577**

বাংলা 331780	ગુજરાતી 331782	ਪੰਜਾਬੀ 331784	کوردی 331841	ارو 331785	Русский 332374
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## MEDWAY COUNCIL

Fees & Charges April 2017

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## REGENERATION, CULTURE, ENVIRONMENT &amp; TRANSFORMATION

## Front Line Services

Fee 2016/17	Fee 2017/18	Increase
£	£	%

## Trading Standards

3 - 12

## Weights &amp; Measures - General

13

Hourly rate of Charge - (minimum charge 1 hour)	80.00	80.00	0.00%
Certificate of Errors	80.00	80.00	0.00%
Supply of replacement certificate	40.00	40.00	0.00%

## Weights &amp; Measures - Weights

Weights exceeding 5kg, 10lb or not exceeding 500mg, 2CM	21.20	21.70	2.36%
Other weights	15.50	15.50	0.00%

## Weights &amp; Measures - Linear Measures

Linear measures not exceeding 3m or 10ft each scale	23.00	23.60	2.61%
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## Weights &amp; Measures - Capacity Measures

Capacity measures without diversions not exceeding 1 litre or 1 quart	15.50	15.90	2.58%
Cubic ballast measures (other than brim measures)	253.20	259.50	2.49%
Brim measures (unsubdivided) up to 1 metre	134.30	137.70	2.53%
Liquid capacity measures for making up and checking average quantity packages	55.00	55.00	0.00%

## Weights &amp; Measures - Weighing Instruments

Not exceeding 30kg - first item	72.50	72.50	0.00%
Not exceeding 30kg - Second and subsequent items	43.60	44.70	2.52%
Exceeding 30kg but not exceeding 1 tonne (1 ton)	62.60	64.20	2.56%
Exceeding 1 tonne but not 10 tonnes (1 ton - 10 tons)	126.00	129.20	2.54%
Call out Charge	80.00	80.00	0.00%
Delays (per hour)	80.00	80.00	0.00%
Exceeding 10 tonnes (10 tons)	304.30	311.90	2.50%
(1) Time on site of 4 hours or less (half day charge)	492.20	504.50	2.50%
(2) Time on site exceeding 4 hours (full day charge)	932.20	955.50	2.50%

## Weights &amp; Measures - Intoxicating Liquor Measuring Instruments

Not exceeding 5 fl. oz	46.00	46.00	0.00%
Other	57.50	57.50	0.00%

## Weights &amp; Measures - Liquid Fuel Measuring Instruments

LFLO dispenser per meter/measuring container submitted	80.00	80.00	0.00%
Testing of peripheral electronic equipment on a later occasion than stamping of instrument - per site	80.00	80.00	0.00%
Charge for each credit card acceptor unit tested, irrespective of the number	80.00	80.00	0.00%

## Weights &amp; Measures - Road Tankers

Wet hose type with two testing liquids	181.50	186.00	2.48%
Jammed ticket printer (no replacement parts)	90.80	93.10	2.53%
Replacement of parts without effect on calibration	90.80	93.10	2.53%
(1) First or single dipstick	98.40	100.90	2.54%
(2) Each additional dipstick submitted at the same time	47.40	48.60	2.53%
Where the bulk fuel testing van is provided by the Department to enable a meter system to be verified	259.60	266.10	2.50%

## REGENERATION, CULTURE, ENVIRONMENT &amp; TRANSFORMATION

**Front Line Services**

	<b>Fee 2016/17</b>	<b>Fee 2017/18</b>	<b>Increase</b>
	<b>£</b>	<b>£</b>	<b>%</b>
<b>Weights &amp; Measures - Other</b>			
Any other metrological testing, goods or equipment (per hour)	130.50	133.80	2.53%
<b>Petroleum</b>			
Petroleum Installation Record Search (per hour)	130.50	133.80	2.53%
Licence & Renewal			
<b>Trader approval scheme</b>			
Fair Trader Scheme "Large org. member" (Above VAT registered threshold)	240.00	240.00	0.00%
Fair Trader Scheme "Small org. member" (Below VAT registered threshold)	150.00	150.00	0.00%
Fair Trader Scheme initial application fee	100.00	100.00	0.00%
Fair Trader Scheme - extra categories on website per category	50.00	50.00	0.00%
Fair Trader Scheme - enhanced listing (with company logo hyperlink)	58.75	58.75	0.00%
Fair Trader Scheme - enhanced listing - Annual Continuation Fee	10.00	10.00	
<b>Performing Animals</b>			
Performing Animals registration	77.80	79.70	2.44%

**Gillingham Pier****Rent of berth:****Western Side of slipway**

under 30 ft - per month	57.90	59.30	2.42%
under 30 ft - per annum	578.20	592.70	2.51%
30ft to under 40ft - per month	73.70	75.50	2.44%
30ft to under 40ft - per annum	735.30	753.70	2.50%
40 ft and over - per month	106.70	109.40	2.53%
40 ft and over - per annum	1074.20	1,101.10	2.50%

**Pontoon**

under 20 ft - per month	57.90	59.30	2.42%
under 20 ft - per annum	578.20	592.70	2.51%
20ft to under 30ft - per month	73.80	75.60	2.44%
20ft to under 30ft - per annum	735.30	753.70	2.50%
30ft to under 40ft - per month	106.70	109.40	2.53%
30ft to under 40ft - per annum	1074.20	1,101.10	2.50%

**Mooring Fees****Commercial and Casual Mooring**

Under 20ft - per day	10.10	10.40	2.97%
20ft to under 30ft - per day	10.60	10.90	2.83%
30ft to under 40ft - per day	14.80	15.20	2.70%
40ft to under 50ft - per day	15.50	15.90	2.58%
50ft to under 60ft - per day	20.50	21.00	2.44%
60ft to under 70ft - per day	29.40	30.10	2.38%
70ft to under 80ft - per day	39.00	40.00	2.56%
80ft to under 90ft - per day	49.90	51.10	2.40%
90ft to under 100ft - per day	61.40	62.90	2.44%
Per additional foot over 100ft - per day	1.30	1.30	0.00%

## REGENERATION, CULTURE, ENVIRONMENT &amp; TRANSFORMATION

**Front Line Services**

	Fee 2016/17 £	Fee 2017/18 £	Increase %
Commercial vessels of 20 tons Grt and over (approx. 50ft) per tonne per day	0.40	0.40	0.00%

Note - for long term stays 60% discount to be allowed for the second period of seven days and 80% for any subsequent periods of seven days.

Season Tickets per boat	120.00	120.00	0.00%
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**Slipways****Painting, repairs etc. daily rate**

Under 30ft	18.10	18.60	2.76%
30ft - 40ft	25.70	26.30	2.33%
40ft - 45ft	38.70	39.70	2.58%

**Launching ( launch and haul out)**

under 30ft	15.50	15.50	0.00%
30ft to under 40ft	17.40	17.40	0.00%
40ft to under 45 ft	44.90	44.90	0.00%

**Waste Services****Bulky Collection**

Standard collection	20.00	20.00	0.00%
Collection within two working days	36.00	36.50	1.39%
Recovery of lost item from recycling bring bank	30.00	30.00	

**Public Conveniences**

Access Key to Disabled Persons' Convenience	4.70	5.00	6.38%
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**Highway Group****Vehicle crossings**

New / extended crossings (using Term Contractor)	145.00	150.00	3.45%
New / extended crossings (using Private Contractor)	190.00	195.00	2.63%
Charge for TMA notices - Per Notice	5.00	5.10	2.00%
Charge for service plans - Per Site	42.00	43.10	2.62%
Checking legality of crossings	145.00	150.00	3.45%
Confirming permission was given (conveyancing queries)		45.00	

**Highway lighting**

Checking lighting designs	200.00
Additional charge for every 50m length of Highway in design	30.00
Application to alter/move Highway lighting equipment (street light, sign etc).	150.00

## REGENERATION, CULTURE, ENVIRONMENT &amp; TRANSFORMATION

**Front Line Services**

	Fee 2016/17	Fee 2017/18	Increase
	£	£	%
<b>Street Naming and numbering Charges</b>			
Charge to Developer for Amending Plans previously Named and Numbered and re-sending out again - Per Building	65.00	66.60	2.46%
Charge for Amending a Road Name, i.e. request by local residents etc	650.00	666.30	2.51%
Charge for Registering a New House or Building	65.00	66.60	2.46%
Charge for Registering 2 to 10 Buildings/Properties	192.00	196.80	2.50%
Charge for Registering 11 to 20 Buildings/Properties	260.00	266.50	2.50%
Charge for Registering 21 to 30 Buildings/Properties	325.00	333.10	2.49%
Charge for Registering 31 to 50 Buildings/Properties	465.00	476.60	2.49%
Charge for Registering 51 to 60 Buildings/Properties	600.00	615.00	2.50%
Charge for Registering 61 or more Buildings/Properties	750.00	768.80	2.51%
Charge for Amending a House Name/Building Name	65.00	66.60	2.46%
Charge for Amending a House Number	65.00	66.60	2.46%
Charge for Amending Property Details, i.e. a House becoming x no of Flats - Per Flat	65.00	66.60	2.46%
Charge for registering a Hotel	200.00	205.00	2.50%
Charge for Historical Information, i.e. enquiries from Solicitors etc	270.00	276.80	2.52%
<b>Highway Search Charges</b>			
Standard Search	24.00	24.60	2.50%
Additional charge per question	6.00	6.20	3.33%
Additional charge for requested A3 size plan	12.00	12.30	2.50%
<b>Public Rights of Way</b>			
Process Application for pre-publication stage	52.60	53.90	2.47%
Land Registry Search plus search fee	21.00	21.50	2.38%
Site visit	157.60	161.50	2.47%
Preparation of Plans	73.60	75.40	2.45%
Initial consultation	105.10	107.70	2.47%
Responding to consultation replies. (Includes £150 site visit)	262.70	269.30	2.51%
Preparation of Committee Report	231.10	236.90	2.51%
<b>Order Making Stage</b>			
Prepare Order, Notice and Statement	178.70	183.20	2.52%
Distribution of Order	126.10	129.30	2.54%
Posting Notices on Site	115.60	118.50	2.51%
Advertise Notice of Making of Order. (plus cost of advertisement)	36.80	37.70	2.45%
Responding to replies	105.10	107.70	2.47%
Site visits as required - per visit	157.60	161.50	2.47%
Forwarding documentation to DEFRA	546.30	560.00	2.51%
<b>Confirmation of Order</b>			
Site visit	105.10	107.70	2.47%
Preparation of Confirmation Notice	52.60	53.90	2.47%
Distribution of Confirmed Order	126.10	129.30	2.54%
Post Notices on Site	115.60	118.50	2.51%
Advertise Notice of Confirmation of Order. (plus cost of advertisement)	36.80	37.70	2.45%
Produce LEO, amend Definitive Map and inform OS	126.10	129.30	2.54%

## REGENERATION, CULTURE, ENVIRONMENT &amp; TRANSFORMATION

**Front Line Services**

	Fee 2016/17	Fee 2017/18	Increase
	£	£	%
Additional letter (to applicants and objectors)	31.60	32.40	2.53%
Additional site visit (to check plans, meet objectors etc)	157.60	161.50	2.47%
Site visit to check works have been carried out and standard agreed	157.60	161.50	2.47%
Certificate Preparation for bringing into force	52.60	53.90	2.47%
Advertising of Certificate for bringing into force (plus cost of advertisement)	36.80	37.70	2.45%
Distribution of Certificate	105.10	107.70	2.47%

**Community Safety & Enforcement****Environmental Health**

Per basic enquiry (inclusive of VAT)	166.50	170.70	2.52%
Additional information enquiry - per hour (inclusive of VAT)	48.40	48.40	0.00%
Administration Charge - per hour (inclusive of VAT)	48.40	48.40	0.00%
Contaminated Land Searches	150.00	150.00	0.00%

**Unfit Food**

Examination of Food and the issue of Certificates for voluntary surrender	181.50	186.00	2.48%
Officer time per hour over and above the first two hours	47.20	48.40	2.54%
disposal of unfit food - transportation and tipping charges			

**Food Hygiene**

Level 2 Award in Food Safety in Catering	55.00	55.00	0.00%
Level 3 Award in Supervising Food Safety in Catering	597.60	597.60	0.00%
Issue of export certificate	117.30	117.30	0.00%

**Health and Safety**

Level 2 award in health and safety in the workplace	100.00	55.00	-45.00%
Asbestos Training - Half Day	55.00	55.00	0.00%
General Safety Certificate as defined by section 1 of Safety of Sports Ground Act 1975. (rate/hour of work undertaken).	26.00	26.00	

**Register of Food Premises**

Charge per Statement (including VAT)	198.20	203.20	2.52%
Individual Proprietor of Business concerned			
Another enforcement agency - individual or complete			
Other applicants - per page up to a maximum of 10	38.30	39.30	2.61%
Any applicant requiring "single use" type - per page	44.80	45.90	2.46%
Any applicant requiring the complete Register	2183.00	2,183.00	0.00%

**Port Health**

Ship Water Sampling Requests minimum up to 2 hours	50.00	50.00	0.00%
Rate per hour thereafter	35.50	35.50	0.00%

## REGENERATION, CULTURE, ENVIRONMENT &amp; TRANSFORMATION

## Front Line Services

	Fee 2016/17 £	Fee 2017/18 £	Increase %
Ship Water Sampling Requests minimum up to 2 hours ( <b>Weekends and BH</b> )	75.00	75.00	0.00%
Rate per hour for weekends and bank holidays thereafter	53.50	53.50	0.00%

## Pest Control

Residential treatments - <b>Rats</b> - per treatment	15.00	15.00	0.00%
Residential treatments - <b>Mice</b> . Max 3 visits within four week period	50.00	50.00	0.00%
Residential treatments - <b>Wasps</b> . Treatment of 1 nest. £15 per additional nest	40.00	40.00	0.00%
Residential treatments - <b>Fleas</b> . 1 treatment for up to two-bed property. Additional bedrooms in property £5 each	55.00	55.00	0.00%
Residential treatments - <b>Bed Bugs</b> . 3 treatments for first room plus £45 each additional room	160.00	160.00	0.00%
Residential treatments - <b>Grey Squirrels</b> . Max 4 visits within two week period	120.00	120.00	0.00%
Other pests - Priced on individual situation by survey			
Residential missed appointment charge	20.00	20.00	0.00%
Commercial treatments - Priced on individual situation by survey			

## Licensing

Skin Piercing	282.90	290.00	2.51%
Animal Boarding Establishments (Kennels and Catteries)	298.20	305.70	
Charge dependant on maximum number of animals that can be accommodated at establishment - Does not include vet fees			
1 - 15	180.00	184.50	2.50%
16 - 50	230.00	235.80	2.52%
51+	260.00	266.50	2.50%
Animal Boarding Establishments (Home Boarding and Daycare) - Does not include vet fees	124.60	127.70	2.49%
Charge dependant on maximum number of animals that can be accommodated at establishment - Does not include vet fees			
1 - 10	130.00	133.30	2.54%
11 - 20	180.00	184.50	2.50%
21+	230.00	235.80	2.52%
Dangerous Wild Animals - 2 yearly fee - does not include vet fees	270.00	276.80	2.52%
Pet Shops - does not include vet fees	180.00	184.50	2.50%
Pet Shops - Fish only - does not include vet fees	130.00	133.30	2.54%
Riding Establishments - does not include vet fees	200.00	205.00	2.50%
Amendment/Replacement of a licence or certificate	47.20	48.40	2.54%
Pleasure boat licences	125.00	128.10	2.48%

## REGENERATION, CULTURE, ENVIRONMENT &amp; TRANSFORMATION

## Front Line Services

	Fee 2016/17 £	Fee 2017/18 £	Increase %
<b>Safer Communities</b>			
Fees for collection and care of stray dogs. £80, discounted to £40 if paid with 14 days + £25 Statutory Charge (No fee for assistance dogs). Kennelling fees are additional and are paid directly to the contractor, as well as vet fees should they be necessary.	105.00	107.60	2.48%
Fixed penalty charge for failing to comply with a Dog Control Order. The penalty is discounted to £60 if paid within 10 days	80.00	80.00	0.00%
Anti Social Behaviour, Crime and Policing Act 2014 Failure to adhere to a Community Protection Notice or Public Spaces Protection Order. The penalty charge notice is reduced to £70 if paid within 10 days	100.00	102.50	2.50%
Country Park out of hours vehicle release fee	54.10	55.50	2.59%

## REGENERATION, CULTURE, ENVIRONMENT &amp; TRANSFORMATION

## Front Line Services

## Travel Safety

## Accident Data Searches:

	Fee 2016/17 £	Fee 2017/18 £	Increase %
1 junction - 36 months	53.50	54.80	2.43%
1 junction - 60 months	58.00	59.50	2.59%
2 junctions - 36 months	77.20	79.10	2.46%
2 junctions - 60 months	85.30	87.40	2.46%
3 junctions - 36 months	102.30	104.90	2.54%
3 junctions - 60 months	110.30	113.10	2.54%
4 junctions - 36 months	125.20	128.30	2.48%
4 junctions - 60 months	136.40	139.80	2.49%
5 junctions - 36 months	147.80	151.50	2.50%
5 junctions - 60 months	164.80	168.90	2.49%
6 junctions - 36 months	172.80	177.10	2.49%
6 junctions - 60 months	191.00	195.80	2.51%
7 junctions - 36 months	199.00	204.00	2.51%
7 junctions - 60 months	216.10	221.50	2.50%
8 junctions - 36 months	221.70	227.20	2.48%
8 junctions - 60 months	244.50	250.60	2.49%
9 junctions - 36 months	245.50	251.60	2.48%
9 junctions - 60 months	270.60	277.40	2.51%
10 junctions - 36 months	270.60	277.40	2.51%
10 junctions - 60 months	296.70	304.10	2.49%
11 junctions - 36 months	292.20	299.50	2.50%
11 junctions - 60 months	329.60	337.80	2.49%
12 junctions - 36 months	318.40	326.40	2.51%
12 junctions - 60 months	347.90	356.60	2.50%
13 junctions - 36 months	343.40	352.00	2.50%
13 junctions - 60 months	375.30	384.70	2.50%
14 junctions - 36 months	367.30	376.50	2.50%
14 junctions - 60 months	403.60	413.70	2.50%
15 junctions - 36 months	390.00	399.80	2.51%
15 junctions - 60 months	429.80	440.50	2.49%
16 junctions - 36 months	417.30	427.70	2.49%
16 junctions - 60 months	454.80	466.20	2.51%
17 junctions - 36 months	437.70	448.60	2.49%
17 junctions - 60 months	479.80	491.80	2.50%
18 junctions - 36 months	460.50	472.00	2.50%
18 junctions - 60 months	508.30	521.00	2.50%
19 junctions - 36 months	486.70	498.90	2.51%
19 junctions - 60 months	536.70	550.10	2.50%
20 junctions - 36 months	513.80	526.60	2.49%
20 junctions - 60 months	563.90	578.00	2.50%
21 junctions - 36 months	535.50	548.90	2.50%
21 junctions - 60 months	592.30	607.10	2.50%
22 junctions - 36 months	557.20	571.10	2.49%
22 junctions - 60 months	620.80	636.30	2.50%
23 junctions - 36 months	585.50	600.10	2.49%
23 junctions - 60 months	642.40	658.50	2.51%
24 junctions - 36 months	608.30	623.50	2.50%
24 junctions - 60 months	670.90	687.70	2.50%
25 junctions - 36 months	636.80	652.70	2.50%
25 junctions - 60 months	699.30	716.80	2.50%
26 junctions + will be priced based on the application received			



## REGENERATION, CULTURE, ENVIRONMENT &amp; TRANSFORMATION

**Front Line Services**

	Fee 2016/17	Fee 2017/18	Increase
	£	£	%
Stage 1 Safety Audit - Simple Priority Junction	520.00	520.00	0.00%
Stage 1 Safety Audit - Other Junction or arrangements	640.00	656.00	2.50%
Stage 1 Safety Audit - Complex junctions or Estate layouts		Price on application	
Stage 2, 3 and 4 Safety Audit (Combined fee)	2,942.00	3,016.00	2.52%
Review of External Safety Audit and Proposal	369.00	378.00	2.44%

**Traffic Management**

Disabled Parking Bays	40.00	40.00	0.00%
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**Scaffold/ Hoarding Licence**

Processing and first inspection	97.00	99.00	2.06%
Subsequent inspections	51.00	52.00	1.96%
Keep Clear markings	34.00	35.00	2.94%
Removal of unauthorised signs (per sign)	86.00	88.00	2.33%

**Miscellaneous**

Skip licence (first 14 days)	39.00	40.00	2.56%
Skip licence (next 14 days)	17.00	18.00	5.88%

Building Material licences	57.00	58.40	2.46%
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Crane over sailing licence	POA		
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Temporary Traffic sign permit / site approval:

Weekday core time (8am - 6pm)	130.70	134.00	2.52%
Weekdays outside Core time	193.40	198.20	2.48%
Weekends	255.80	262.20	2.50%

Table and Chairs permit	31.50	32.00	1.59%
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Table and chairs permit Chatham High St

A boards Chatham High St (nil charge)

Abnormal load support	POA		
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**Traffic Counts (survey results)**

Up to 2 years old	80.60	82.60	2.48%
Older than 2 years	40.60	41.60	2.46%

Licence for private Service in the Highway	155.20	159.10	2.51%
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## REGENERATION, CULTURE, ENVIRONMENT &amp; TRANSFORMATION

**Front Line Services**

	Fee 2016/17	Fee 2017/18	Increase
	£	£	%
<b>Temporary road closures</b>			
Emergency Closures 14(2)	925.30	948.40	2.50%
Planned closures 14(1)	1193.80	1,223.60	2.50%
Town and Police Closure orders	65.00	65.00	0.00%

**Parking (Excluding Pay and Display)****Permit Type**

Resident	27.00	28.00	3.70%
Visitor	33.00	34.00	3.03%
Daily visitor vouchers each	0.80	0.90	12.50%
Season Ticket Medway Residents	515.00	530.00	2.91%
Season Ticket Medway Residents Quarterly	150.00	155.00	3.33%
Season Ticket Non Medway Resident	590.00	600.00	1.69%
Season Ticket Non Medway Resident Quarterly	165.00	170.00	3.03%
Shoppers Season Ticket	568.00	600.00	5.63%
Shoppers Season Ticket Quarterly	163.00	170.00	4.29%
Single Car Park	400.00	410.00	2.50%
Cared for Permit (Individual)	18.00	19.00	5.56%
Business	136.00	140.00	2.94%
Special Business	140.00	150.00	7.14%
Late Night	33.00	35.00	6.06%
Worship Permit	33.00	35.00	6.06%
Jezreels	86.00	90.00	4.65%
Dispensations per day	4.50	5.00	11.11%
Suspended Bays per bay per day	22.00	25.00	13.64%
Rochester Multi Storey Car Park Season Ticket	650.00	700.00	7.69%
Rochester Multi Storey Car Park Season Ticket Quarterly	189.00	200.00	5.82%
Blue Badge application fee administration charge per badge	10.00	10.00	0.00%

**Traffic Management Act 2004 - Notification of Penalty Charge Notice Rates**

Full charge PCN Serious Offences	70.00	70.00	0.00%
Full charge PCN Less Serious Offences	50.00	50.00	0.00%
Reduced rate (if paid within 14 days) Serious Offences	35.00	35.00	0.00%
Reduced rate (if paid within 14 days) Less Serious Offences	25.00	25.00	0.00%

**Transport Act 2000 - Notification of Penalty Charge Notice Rates**

Bus Lane Enforcement - paid within 14 days	30.00	30.00	0.00%
Bus Lane Enforcement - paid after 14 days	60.00	60.00	0.00%

## **Medway Council Pay and Display Charges from 1<sup>st</sup> April 2017**

### **Off Street Parking**

Dependant on the time permitted for a vehicle to stay within the car park, a variation of the below will be charged:

Time Period in Hours	Tariff
0.5 -1	50p
0-1	100p
1-2	150p
2-4	250p
4-6	350p
6+	520p
48	1000p

### **Rochester Riverside MSCP**

Time Period in Hours	Tariff
0-1	100p
1-2	150p
2-3	200p
3-5	250p
5-15	600p

### **On Street Parking**

Dependant on the time permitted for a vehicle to stay within each parking location, a variation of the below will be charged:

Time Period in Hours	Tariff
0.5 -1	50p
0-1	100p
1-2	150p
2-4	250p
4-6	350p
6+	520p
48	1000p

## REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

### FRONT LINE SERVICES

#### INTEGRATED TRANSPORT

##### **Subsidised Bus Services**

	Fee 2016/17 £	Fee 2017/18 £	Increase %
Bus Contract Deductions for Administration (per hour)	128.00	131.20	2.50%
Yellow Bus Fares - charge for one term - to come into effect for the new academic year	50.00	51.30	2.60%
Yellow Bus Fares - charge for two terms - to come into effect for the new academic year	95.00	97.40	2.53%
Yellow Bus Fares - charge for one year - to come into effect for the new academic year	270.00	276.80	2.52%
Replacement of Medway Scholar pass (except Arriva)	12.00	12.30	2.50%
Replacement of Medway School Yellow Bus pass	5.80	5.90	1.72%

##### **Concessionary Fares**

Application fee for young persons half fare bus pass. Fee to come into effect July for new academic year.	10.00	10.00	0.00%
Replacement of lost bus pass - elderly and disabled persons concession (no charge if crime number given)	10.00	10.00	0.00%
Replacement of lost bus pass - young persons half fare concession (no charge if crime number given). Fee to come into effect July.	10.00	10.00	0.00%

##### **Local Transport Plan**

Information from existing automatic traffic count (per site)	49.00	50.00	2.04%
Information from existing manual traffic count (per site)	148.00	152.00	2.70%

##### **Chatham Waterfront Bus Station**

Charge per bus service departure	0.75	0.80	6.67%
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##### **The Villager**

Annual membership	12.00	12.00	0.00%
Annual family membership (2 adults + 2 children up to 16 years of age)	25.00	26.00	4.00%
Annual group membership	27.00	28.00	3.70%
Group hire price	84.00	86.00	2.38%
Mileage to be charged per mile at a variable rate depending on journey distance			

## Streetworks Permit Scheme

Permit Fee - Maid Road Category 0,1 & 2 - Provisional Advance Acti	95.00	95.00	N/A
Permit Fee - Maid Road Category 0,1 & 2 - Major works 10 days+	216.00	216.00	N/A
Permit Fee - Maid Road Category 0,1 & 2 - Major works 10 to 4 days	117.00	117.00	N/A
Permit Fee - Maid Road Category 0,1 & 2 - Major works up to 3 days	59.00	59.00	N/A
Permit Fee - Maid Road Category 0,1 & 2 - Standard Activity	117.00	117.00	N/A
Permit Fee - Maid Road Category 0,1 & 2 - Minor Activity	59.00	59.00	N/A
Permit Fee - Maid Road Category 0,1 & 2 - Immediate Activity	54.00	54.00	N/A
Permit Fee - Main Road Category 3 & 4 - Provisional Advance Activi	95.00	95.00	N/A
Permit Fee - Maid Road Category 3 & 4 - Major works 10 days+	216.00	216.00	N/A
Permit Fee - Maid Road Category 3 & 4 - Major works 10 to 4 days	117.00	117.00	N/A
Permit Fee - Maid Road Category 3 & 4 - Major works up to 3 days	59.00	59.00	N/A
Permit Fee - Maid Road Category 3 & 4 - Standard Activity	117.00	117.00	N/A
Permit Fee - Maid Road Category 3 & 4 - Minor Activity	59.00	59.00	N/A
Permit Fee - Maid Road Category 3 & 4 - Immediate Activity	54.00	54.00	N/A
Permit Fee - Main Road Category 3 & 4 - Provisional Advance Activi	68.00	68.00	N/A
Permit Fee - Maid Road Category 3 & 4 - Major works 10 days+ (Nor	135.00	135.00	N/A
Permit Fee - Maid Road Category 3 & 4 - Major works 10 to 4 days (	68.00	68.00	N/A
Permit Fee - Maid Road Category 3 & 4 - Major works up to 3 days (l	41.00	41.00	N/A
Permit Fee - Maid Road Category 3 & 4 - Standard Activity (Non Traf	68.00	68.00	N/A
Permit Fee - Maid Road Category 3 & 4 - Minor Activity (Non Traffic )	41.00	41.00	N/A
Permit Fee - Maid Road Category 3 & 4 - Immediate Activity (Non Tr	36.00	36.00	N/A
Permit Fee - Minor Road Category 3 & 4 - Provisional Advance Activi	68.00	68.00	N/A
Permit Fee - Minor Road Category 3 & 4 - Major works 10 days+	135.00	135.00	N/A
Permit Fee - Minor Road Category 3 & 4 - Major works 10 to 4 days	68.00	68.00	N/A
Permit Fee - Minor Road Category 3 & 4 - Major works up to 3 days	41.00	41.00	N/A
Permit Fee - Minor Road Category 3 & 4 - Standard Activity	68.00	68.00	N/A
Permit Fee - Minor Road Category 3 & 4 - Minor Activity	41.00	41.00	N/A
Permit Fee - Minor Road Category 3 & 4 - Immediate Activity	36.00	36.00	N/A

## REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

PHYSICAL & CULTURAL REGENERATION	Fee 2016/17 £	3% increase	Increase 3.00%
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### REGENERATION DELIVERY

#### COMMUNITY CENTRES

*NB: Rates for all rooms negotiable for long-term, regular and community group bookings*

#### HOOK MEADOW COMMUNITY CENTRE

##### MAIN HALL (Bank holidays, New Year's Eve & Christmas on application)

##### Regular User Groups

Hall hire daytime rate (per hour)	14.40	14.80	2.78%
Hall hire evening rate (per hour)	17.70	18.20	2.82%

##### Non Regular Users

Hall hire Monday to Friday day (per hour)	20.40	21.00	2.94%
Hall hire Monday to Thursday evening (per hour)	29.00	29.90	3.10%
Hall hire Saturday & Sunday day (per hour)	22.30	23.00	3.14%
Hall hire Friday, Saturday & Sunday evening (per hour)	40.20	41.40	2.99%
Large Kitchen day (per booking)	32.50	33.50	3.08%
Large Kitchen evening (per booking)	32.50	33.50	3.08%
Small Kitchen day (per booking)	15.00	15.50	3.33%
Small Kitchen evening (per booking)	16.10	16.60	3.11%

#### LARGE ROOM (Weddings & functions room hire only)

##### Regular User Groups

Hall hire daytime rate (per hour)	11.20	11.50	2.68%
Hall hire evening rate (per hour)	12.20	12.60	3.28%

##### Non Regular Users

Room hire Monday to Friday day (per hour)	13.50	13.90	2.96%
Room hire Monday to Thursday evening (per hour)	15.30	15.80	3.27%
Room hire Saturday & Sunday day (per hour)	12.90	13.30	3.10%
Hall hire Friday, Saturday & Sunday evening (per hour)	24.60	25.30	2.85%

#### SMALL ROOM (Room hire only)

##### Regular User Groups

## REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

PHYSICAL & CULTURAL REGENERATION	Fee 2016/17 £	3% increase	Increase 3.00%
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### REGENERATION DELIVERY

#### COMMUNITY CENTRES

*NB: Rates for all rooms negotiable for long-term, regular and community group bookings*

Hall hire daytime rate (per hour)	6.00	6.20	3.33%
Hall hire evening rate (per hour)	6.40	6.60	3.12%

#### Non Regular Users

Room hire Monday to Friday day (per hour)	6.90	7.10	2.90%
Room hire Monday to Thursday evening (per hour)	7.10	7.30	2.82%
Room hire Saturday & Sunday day (per hour)	12.00	12.40	3.33%
Hall hire Friday, Saturday & Sunday evening (per hour)	12.80	13.20	3.12%

#### COMPUTER SUITE

Regular User Groups - day or evening (per hour)	11.20	11.50	2.68%
Non Regular Users - day or evening (per hour)	11.50	11.80	2.61%
My Desk - Individual desk work space (per month)	105.10	108.30	3.04%

### WOODSIDE COMMUNITY CENTRE

MAIN HALL (Bank Holidays, New Year's Eve & Christmas On Application)

#### Regular User Groups

## REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

PHYSICAL & CULTURAL REGENERATION	Fee 2016/17 £	3% increase	Increase 3.00%
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### REGENERATION DELIVERY

#### COMMUNITY CENTRES

*NB: Rates for all rooms negotiable for long-term, regular and community group bookings*

Hall hire daytime rate (per hour)	13.90	14.30	2.88%
Hall hire evening rate (per hour)	17.70	18.20	2.82%

#### Non Regular Users

Hall hire Monday to Friday day (per hour)	14.90	15.30	2.68%
Hall hire Monday to Thursday evening (per hour)	29.00	29.90	3.10%
Hall hire Saturday & Sunday day (per hour)	22.30	23.00	3.14%
Hall hire Friday, Saturday & Sunday evening (per hour)	40.20	41.40	2.99%

Kitchen day (per booking)	15.00	15.50	3.33%
Kitchen evening (per booking)	16.10	16.60	3.11%

#### ONE TO ONE ROOM

Regular User Groups - day or evening (per hour)	8.80	9.10	3.41%
Non Regular Users - day or evening (per hour)	10.00	10.30	3.00%

#### COMPUTER SUITE

Regular User Groups - day or evening (per hour)	10.60	10.90	2.83%
Non Regular Users - day or evening (per hour)	12.20	12.60	3.28%
My Desk - Individual desk work space (per month)	105.10	108.30	3.04%

### WHITE ROAD COMMUNITY CENTRE

#### Regular User Groups

Main Hall hire day or evening (per hour)	13.10	13.50	3.05%
One To One Room hire day or evening (per hour)	13.10	13.50	3.05%

#### Non Regular Users

Main Hall hire Monday to Thursday day or evening and Friday day (per h	20.40	21.00	2.94%
Main Hall hire Saturday & Sunday day (per hour)	22.30	23.00	3.14%
Main Hall hire Friday, Saturday & Sunday evening (per hour)	29.40	30.30	3.06%
One To One Room hire day or evening (per hour)	14.40	14.90	3.47%
Family Room hire day or evening (per hour)	11.50	11.80	2.61%

### CHATTENDEN COMMUNITY CENTRE

#### MAIN COMMUNITY BUILDING

#### Regular User Groups



## REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

PHYSICAL & CULTURAL REGENERATION	Fee 2016/17 £	3% increase	Increase 3.00%
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### REGENERATION DELIVERY

#### COMMUNITY CENTRES

***NB: Rates for all rooms negotiable for long-term, regular and community group bookings***

Main Hall hire day or evening (per hour)	13.10	13.50	3.05%
Creche hire day or evening (per hour)	13.10	13.50	3.05%
One to One Room day or evening (per hour)	13.10	13.50	3.05%
Computer Suite day or evening (per hour)	13.10	13.50	3.05%

#### Non Regular Users

Hall hire Monday to Thursday day or evening and Friday day (per hour)	20.40	21.00	2.94%
Main Hall hire Saturday & Sunday day (per hour)	21.80	22.50	3.21%
Hall hire Friday, Saturday & Sunday evening (per hour)	23.90	24.60	2.93%
Creche hire day or evening (per hour)	13.70	14.10	2.92%
One to One Room day or evening (per hour)	13.70	14.10	2.92%
Computer Suite day or evening (per hour)	13.70	14.10	2.92%
My Desk - Individual desk work space (per month)	105.10	108.30	3.04%

### LARGE HALL

#### Regular User Groups

Hall hire day or evening (per hour)	17.30	17.80	2.89%
End Hall hire day or evening (per hour)	11.60	11.90	2.59%
Back Office hire day or evening (per hour)	13.30	13.70	3.01%

#### Non Regular Users

Hall hire Monday to Thursday day or evening and Friday day (per hour)	20.40	21.00	2.94%
Hall hire Saturday & Sunday day (per hour)	23.20	23.90	3.02%
Hall hire Friday, Saturday & Sunday evening (per hour)	29.40	30.30	3.06%
End Hall hire day or evening (per hour)	13.70	14.10	2.92%
Back Office hire day or evening (per hour)	13.70	14.10	2.92%

## REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

### GREENSPACE SERVICES

	Fee 2016/17 £	Fee 2017/18 £	Increase %
<b>Country Parks</b>			
<b>Fishing</b>			
Day ticket (no night fishing) adult	10.00	10.00	0.00%
Day ticket (no night fishing) Junior/+60	6.00	6.00	0.00%
Pre-booked club outings	150.00	200.00	33.33%
<b>Orienteering</b>			
Orienteering / price per visit per child	2.00	2.00	0.00%
<b>Other Activities</b>			
Children's activity sessions	3.00	3.00	0.00%
Guided walks	3.00	3.00	0.00%
Education visits by Medway schools/ price per visit per child for ranger led sessions	2.50	3.00	20.00%
Forest School Visit - price per child	3.50	4.25	21.43%
Fishing teach ins for children	11.00	10.00	-9.09%
<b>Event Site Hire - All Green Spaces (price per event)</b>			
Up to 100 People	New	50.00	
101 to 500 People	271.10	277.90	2.51%
501 to 1,000 people	508.50	521.20	2.50%
1001 to 5000 people	1,017.00	1,042.40	2.50%
More than 5000 people	3,138.20	3,216.70	2.50%
Deposit against damage - £500 to £1000 (subject to proposed event)			
25% discount for registered charities on all the above			
Boot Camps and Fitness Classes	New	100.00	
Dog Walking Companies	New	100.00	
Toilet cleaning charge post external event hire (cleaning costs only)	54.10	95.00	75.60%
<b>Allotment Rental - Charge per sq metre</b>			
Plot and water	0.20	0.20	0.00%
Plot only	0.15	0.15	0.00%
Flat rate per shed	15.50	16.00	3.23%
Flat rate use of container	5.50	6.00	9.09%
Bloor Lane Church Allotment	16.61	17.03	2.53%
<b>Miscellaneous Recreation</b>			
Playhut - Playgroups - per 3 hours	18.00	20.00	11.11%

## REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

### GREENSPACE SERVICES

	Fee 2016/17 £	Fee 2017/18 £	Increase %
<b>Circus Visits &amp; Fairs</b>			
Circus & Fairs Daily Hire Fee	549.16	562.89	2.50%
Deposit Against damage and fly posting	1,260.75	1,292.27	2.50%
<b>Recreation Grounds - With Pavilion</b>			
Per Season - Adult - 18 matches (with pavilion)	554.63	568.50	2.50%
Per Season - Junior / 60+ - 18 matches (with pavilion)	196.26	201.17	2.50%
<b>Recreation Grounds - Without Pavilion</b>			
Per Season - Adult - 18 matches (without pavilion)	350.49	359.25	2.50%
Per Season - Junior / 60+ - 18 matches (without pavilion)	98.34	100.80	2.50%
<b>Casual Use with Pavilion</b>			
Adults (casual use)	88.78	91.00	2.50%
Junior / 60+ (casual use)	83.21	85.29	2.50%
<b>Casual Use without Pavilion</b>			
Adults (casual use/without pavilion)	46.86	48.03	2.50%
Junior / 60+ (casual use/ without pavilion)	27.11	27.79	2.51%
School Parties with Pavilion	123.03	126.11	2.50%
School Parties without Pavilion	67.66	69.35	2.50%
<b>Pitch &amp; Putt</b>			
Round with Clubs Adult	7.80	8.00	2.56%
Round with Clubs Junior/60+	3.90	4.00	2.56%
Round with own Clubs Adult	5.10	5.20	1.96%
Round with own Clubs Junior/60+	2.80	2.90	3.57%
Broken Club	32.20	33.00	2.48%
<b>Outdoor Bowls Use of greens per person per hour</b>			
Adults	0.00	0.00	0.00%
Junior / 60+	0.00	0.00	0.00%
Use of Slips	0.00	0.00	0.00%
Use of Woods	0.00	0.00	0.00%

## REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

### PHYSICAL & CULTURAL REGENERATION

#### PLANNING

VAT to be added where applicable

	Fee 2016/17 £	Fee 2017/18 £	Increase %
Weekly list of applications	166.20	170.40	2.53%
Photocopying (per page)	0.10	0.10	0.00%
Plan copying (A0 per plan)	14.20	14.60	2.82%
Plan copying (A1 per plan)	7.20	7.40	2.78%
Plan copying (A2 per plan)	3.70	3.80	2.70%
Plan copying (A3 per plan)	1.70	1.70	0.00%
Plan copying (A4 per plan)	0.90	0.90	0.00%
Ordnance Survey site locations plans of 6 A4 block plan scale 1:500	29.90	30.60	2.34%
Ordnance Survey site locations plans of 6 A4 site plan scale 1:1250	29.90	30.60	2.34%
Ordnance Survey site locations plans of 6 A4 site plan scale 1:250	59.70	61.20	2.51%
Decision notices (copies of per page plus postage & packing)	0.10	0.10	0.00%
Section 106 agreements (copies of per page plus postage & packing)	0.10	0.10	0.00%
Research for private property sales/purchases (up to one hour)	32.00	32.80	2.50%
Research for private property sales/purchases (per hour thereafter)	32.00	32.80	2.50%
Search of adjoining land/property up to 200m - (plus research fee as above)	42.20	43.30	2.61%

#### Pre Application Service

Charge per hour: Assistant Director	118.30	121.30	2.54%
Charge per hour: Head of Service	100.60	103.10	2.49%
Charge per hour: Group Manager / Principal Planner	88.80	91.00	2.48%
Charge per hour: Senior Planner / Senior Arboriculture Officer	76.80	78.70	2.47%
Charge per hour: EHO / Highways Officer / Conservation Officer	71.00	72.80	2.54%
Charge per hour: Planners	59.00	60.50	2.54%
Charge for pre application site visits	111.00	113.80	2.52%
Charge for Presentations to Members	568.50	582.70	2.50%

## REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

### PHYSICAL & CULTURAL REGENERATION

#### PLANNING

VAT to be added where applicable

#### Major Developments

##### **Strategic Residential**

	Inc. VAT	Exc. VAT	
Preliminary Advice	300.00	307.50	2.50%
Meeting and Written Advice	2,520.00	2,583.00	2.50%

##### **Major Residential**

Preliminary Advice	300.00	307.50	2.50%
Meeting and Written Advice	1,278.00	1,310.00	2.50%

##### **Strategic Commercial**

Preliminary Advice	300.00	307.50	2.50%
Meeting and Written Advice	2,520.00	2,583.00	2.50%

##### **Major Commercial**

Preliminary Advice	300.00	307.50	2.50%
Meeting and Written Advice	1,278.00	1,310.00	2.50%

#### Minor Developments

##### **Minor Residential**

Meeting	250.00	256.20	2.48%
Written	350.00	358.80	2.51%
Meeting and Written Advice	400.00	410.00	2.50%

##### **Minor Commercial**

Meeting	250.00	256.30	2.52%
Written	350.00	358.80	2.51%
Meeting and Written Advice	400.00	410.00	2.50%

#### **Other**

##### **Householder**

Meeting	100.00	102.50	2.50%
Meeting and Written Advice	150.00	153.80	2.53%
Additional Sites as above plus £37.50 plus VAT	45.00	46.10	2.44%

## REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

### PHYSICAL & CULTURAL REGENERATION

	Fee 2016/17 £	Fee 2017/18 £	Increase %
<b><u>PLANNING</u></b>			
<b>VAT to be added where applicable</b>			
<b>Officer Hourly Rates</b>			
Hourly rates: Head of Service	100.60	103.10	2.49%
Hourly rates: Principal Planner	88.80	91.00	2.48%
Hourly rates: Senior Planner	76.80	78.70	2.47%
Hourly rates: Planners	59.00	60.50	2.54%
<b>Discharge of Conditions - Discussion of requirements</b>			
Meeting	see above	see above	
<b>Discussions relating to amendments to previously approved schemes</b>			
Meeting	see above	see above	
<b>Discussion post refusal</b>			
	Relavant Pre-App Charges apply	Relavant Pre-App Charges apply	
No pre-app sought prior to submitting planning application			
Pre-App sought prior to submitting planning application	see above	see above	
<b>Listed Buidling</b>			
	Inc Vat	Inc Vat	
Written Advice Only	97.00	99.40	2.47%
<b>Trees</b>			
Meeting - hourly rate	73.33	75.20	2.55%
<b><u>Section 106 - Post Resolution Preparation - Charge For Planning Officer Time</u></b>			
Officer time		see above	

## REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

### PHYSICAL & CULTURAL REGENERATION

Fee 2016/17	Fee 2017/18	Increase
£	£	%

### ECONOMIC DEVELOPMENT

#### Innovation Centre Medway

VAT to be added where applicable

#### Room Hire

***NB: Rates for all rooms negotiable for introductory, long-term and regular bookings***

#### **Charity and Public Sector**

Darwin Room (per hour)	38.00	39.00	2.63%
Darwin Room (per half day - 4 hours)	135.00	138.00	2.22%
Darwin Room (per day - 8 hours)	227.00	233.00	2.64%
Swan Room (per hour)	23.00	24.00	4.35%
Swan Room (per half day - 4 hours)	81.00	83.00	2.47%
Swan Room (per day - 8 hours)	114.00	117.00	2.63%
G3 Room (per hour)	23.00	24.00	4.35%
G3 Room (per half day - 4 hours)	81.00	83.00	2.47%
G3 Room (per day - 8 hours)	114.00	117.00	2.63%
G5 Room (per hour)	23.00	24.00	4.35%
G5 Room (per half day - 4 hours)	81.00	83.00	2.47%
G5 Room (per day - 8 hours)	114.00	117.00	2.63%

#### **Non-Tenants**

Darwin Room - per hour	74.00	55.00	-25.68%
Darwin Room (per half day - 4 hours)	262.00	180.00	-31.30%
Darwin Room (per day - 8 hours)	442.00	300.00	-32.13%
Swan Room (per hour)	42.00	48.00	14.29%
Swan Room (per half day - 4 hours)	158.00	165.00	4.43%
Swan Room (per day - 8 hours)	220.00	230.00	4.55%
G3 Room (per hour)	42.00	35.00	-16.67%
G3 Room (per half day - 4 hours)	158.00	120.00	-24.05%
G3 Room (per day - 8 hours)	220.00	200.00	-9.09%
G5 Room (per hour)	42.00	35.00	-16.67%
G5 Room (per half day - 4 hours)	158.00	120.00	-24.05%
G5 Room (per day - 8 hours)	220.00	200.00	-9.09%

## REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

### PHYSICAL & CULTURAL REGENERATION

Fee 2016/17	Fee 2017/18	Increase
£	£	%

#### ECONOMIC DEVELOPMENT

##### Innovation Centre Medway

VAT to be added where applicable

#### Data Centre

##### Internal Tenants

Data Centre space (per "U" of space per month)	11.00	11.00	0.00%
Data Centre space (per half rack of space per month)	239.00	245.00	2.51%
Data Centre space (per 1 rack of space per month)	390.00	400.00	2.56%
Data Centre power (per KWh per month)	0.15	0.15	0.00%

##### Non-Tenants

Data Centre space (per "U" of space per month)	18.00	18.00	0.00%
Data Centre space (per half rack of space per month)	271.00	278.00	2.58%
Data Centre space (per 1 rack of space per month)	422.00	433.00	2.61%
Data Centre power (per KWh per month)	0.15	0.15	0.00%

#### Bandwidth

Starting from 10mb

##### Internal Tenants

Per mb per month	9.50	9.50	
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##### Non-Tenants

Per mb per month	12.00	12.00	
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#### Other Charges

Office set up fee	86.00	110.00	27.91%
Floor box moving fee - per box	28.00	29.00	3.57%
Floor box power usage for individual offices (per KWh per month)	0.15	0.18	20.00%
Printing/copying per copy black and white	0.05	0.05	0.00%
Printing/copying per copy colour	0.10	0.10	0.00%
Telephone hire per handset per month	10.00	10.00	0.00%
Telephone calls Local per minute	0.03	0.03	0.00%
Telephone calls National per minute	0.07	0.07	0.00%
Telephone calls International to be charged at standard tariff from supplier			
Franking per Royal Mail charges			



## REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

	Fee 2016/17 £	Fee 2017/18 £	Increase %
<b>SPORTS AND LEISURE FACILITIES</b>			
<b>MEMBERSHIPS</b>			
<b>Increased prices will apply to new members only as existing members have 'price for life.'</b>			
Premier Membership - Advance annual payment	453.40	453.40	0.00%
Couple - Advance annual payment	793.80	793.80	0.00%
Premier Off Peak Membership - Advance annual payment	339.90	339.90	0.00%
Premier Membership - Monthly (12 month contract)	42.00	42.00	0.00%
Couple - Monthly (12 month contract)	73.50	73.50	0.00%
Premier Off Peak Membership - Monthly (12 month contract)	31.50	31.50	0.00%
Premier membership - Monthly (open contract)	49.90	49.90	0.00%
Couple membership - Monthly (open contract)	86.20	86.20	0.00%
Premier Off Peak Membership - Monthly (open contract)	42.00	42.00	0.00%
Echoes Gym Non Member Casual	7.60	7.60	0.00%
Centre memberships - annual			
Adult	41.50	42.50	2.41%
Family	59.30	60.80	2.53%
Junior	21.50	22.00	2.33%
Senior	21.50	22.00	2.33%
Day membership admission fee			
Adult	1.90	2.00	5.26%
Junior	1.40	1.50	7.14%
Senior	1.40	1.50	7.14%
<b>Squash - 40 minutes</b>	7.30	7.50	2.74%
<b>Badminton - per hour</b>	8.60	8.80	2.33%
<b>School swim</b>	2.40	2.50	4.17%
<b>Fitness classes</b>	6.00	6.20	3.33%
<b>Medway Park</b>			
<b>Hire of Pool (per hour)</b>			
Training Pool	35.20	36.10	2.56%
Diving Pool	29.40	36.10	22.79%
All Pools	149.20	172.20	15.42%
Gala (including timing) 3 hour package	409.80	420.00	2.49%

## REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

	Fee 2016/17 £	Fee 2017/18 £	Increase %
<b>SPORTS AND LEISURE FACILITIES</b>			
<b>ROOM HIRE (Medway Park and Strood)</b>			
Per Hour	17.80	18.20	2.25%
Per Day	94.60	97.00	2.54%
<b>Dance Studios</b>			
Dance studios per hour	26.00	26.70	2.69%
<b>Athletics Tracks (Medway Park and Deangate)</b>			
Clubs per hour	52.60	53.90	2.47%
Floodlights per hour	17.80	18.20	2.25%
Individual Use	3.20	3.30	3.12%
<b>SPLASHES</b>			
<b>Admissions</b>			
Adult Swim	5.40	5.50	1.85%
Child / Senior	4.70	4.80	2.13%
Family Swim Ticket	15.60	16.00	2.56%
Spectators - adult	1.90	2.00	5.26%
Spectators - junior	1.40	1.50	7.14%
Under Threes (no charge)	0.00	0.00	
<b>STRAND LEISURE PARK</b>			
<b>Summer Season</b>			
<b>Admissions</b>			
Adult per session	4.90	5.00	2.04%
Jnr per session	3.10	3.20	3.23%
Senior per session	3.10	3.20	3.23%
<b>Crazy Golf</b>			
Adult	2.90	3.00	3.45%
Jnr	2.20	2.30	4.55%
Senior	2.20	2.30	4.55%
Family	5.80	6.00	3.45%
<b>Netball</b>			
5-a-side (per session)	19.50	20.00	2.56%
<b>Footgolf (Strand and Deangate Ridge)</b>			
Adult	6.50	6.70	3.08%
Jnr	4.10	4.20	2.44%
Senior	4.00	4.20	5.00%

## REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

	Fee 2016/17 £	Fee 2017/18 £	Increase %
<b>SPORTS AND LEISURE FACILITIES</b>			
<b>Tennis (per hour Strand and Deangate Ridge)</b>			
Tennis Court Hire	6.50	6.70	3.08%
Ball deposit (2 balls)	10.00	10.00	0.00%
Racquet Deposit	10.00	10.00	0.00%
Minature Railway - per person	1.00	1.20	20.00%
<b>STROOD SPORTS CENTRE &amp; HUNDRED OF HOO SPORTS CENTRE</b>			
<b>Wet Side Strood</b>			
Large Pool per hour Strood	84.10	86.20	2.50%
Training Pool per hour Strood	35.20	36.10	2.56%
Large Pool per hour Hoo	57.80	59.25	2.51%
Training Pool per hour Hoo	35.20	36.10	2.56%
Hydrotherapy pool per hour Strood	52.60	53.90	2.47%
<b>KICKS</b>			
<b>Peak times Monday - Thursday after 5pm.</b>			
5-a-side Pitch Hire	30.00	31.00	3.33%
7-a-side Pitch Hire	45.00	46.00	2.22%
<b>Monday - Thursday before 4pm, all day Fri., Sat. &amp; Sun.</b>			
5-a-side Hire Pitch Hire	25.00	26.00	4.00%
7-a-side Pitch Hire	35.00	36.00	2.86%
Per team game = £35 (40mins)	50.00	51.00	2.00%

## REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

	Fee 2016/17 £	Fee 2017/18 £	Increase %
<b>SPORTS AND LEISURE FACILITIES</b>			
<b>DEANGATE</b>			
<b>Golf</b>			
	<b>Adult</b>	<b>Adult</b>	<b>Adult</b>
<b>Increased prices will apply to new members only as existing members have 'price for life.'</b>			
7 day General Membership (12 months)	790.00	795.00	0.63%
5 day General Membership (Mon - Fri 12 months)	660.00	660.00	0.00%
5 day Off Peak (after 11am) Membership (Mon - Fri 12 months)	395.00	420.00	6.33%
5 day senior membership (Mon - Fri)	525.00	540.00	2.86%
Junior membership (under 16)	104.00	108.00	3.85%
16-24 membership	395.00	420.00	6.33%
Pay & Play Weekday peak (juniors under 16 half-price)	16.00	16.00	0.00%
Pay & Play Weekend & Bank Holidays all times (juniors under 16 half-price)	24.00	24.00	0.00%
9 HOLE Pay & Play weekday peak (juniors under 16 half-price)	10.00	10.00	0.00%
9 HOLE Pay & Play weekend & bank holidays all times (juniors under 16 h	14.00	14.00	0.00%
<b>Driving Range</b>			
Per basket (small)	2.10	2.20	4.76%
Per basket (large)	3.60	3.70	2.78%
<b>Par 3</b>			
Round	6.50	6.70	3.08%
Junior	4.10	4.20	2.44%
Deposit on Clubs	10.00	10.00	0.00%
<b>Bowls</b>			
Casual Users per half hour	1.90	1.90	0.00%
<b>Club Hire (max 8 players)</b>			
2.5 hours	21.90	22.40	2.28%
3 hours	26.20	26.90	2.67%
Hire of woods	0.60	0.60	0.00%
Locker hire per session	5.40	5.50	1.85%
Locker hire per session	5.20	5.30	1.92%

## REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

	Fee 2016/17 £	Fee 2017/18 £	Increase %
<b><i>Entrance fees for castles are set in conjunction with English Heritage.</i></b>			
<b><u>ROCHESTER CASTLE</u></b>			
Per Person (Adult)	6.40	6.40	0.00%
Per Person (Jnr/60+)	4.00	4.00	0.00%
Family - 2 adult and 1 child	16.60	16.60	0.00%
English Heritage membership including corporate	Free	Free	
Group 11+ people (Adult)	5.44	5.44	0.00%
Group 11+ people (Child)	3.40	3.40	0.00%
Audio guide	1.00	1.00	0.00%
Discovery Day Education Visit	100.00	100.00	0.00%
<b><u>UPNOR CASTLE</u></b>			
Per Person (Adult)	6.40	6.60	3.12%
Per Person (Jnr/60+)	4.00	4.10	2.50%
Family - 2 adult and 1 child	16.60	17.00	2.41%
Group 11+ people (Adult). 15% discount	5.44	5.61	3.12%
Group 11+ people (Child) 15% discount	3.40	3.49	2.50%
English Heritage membership including corporate	Free	Free	
Audioguide	1.00	1.00	0.00%
Wedding (Friday & Saturday)	875.00	875.00	0.00%
Midweek wedding (Monday-Thursday)	590.00	590.00	0.00%
Wedding late booking discount (6 month prior to date) -25%			
Upnor Castle residents pass (season)	16.50	17.00	3.03%
Children party hire charge (4hrs) - Part of site	150.00	150.00	0.00%
Children party hire charge (4hrs) - Full site	300.00	300.00	0.00%
Discovery day education visit	100.00	100.00	0.00%
Corporate awayday 1/2 day	200.00	200.00	0.00%
Corporate awayday full day	300.00	300.00	0.00%
<b><u>TEMPLE MANOR</u></b>			
Children party hire charge (4hrs)	300.00	300.00	0.00%
Discovery day education visit	100.00	100.00	0.00%
<b>Discretionary entry fee discounts to maximise marketing - <i>Head of Service authorised</i></b>			
Buy -one-get one free			
Free admission for charity/school raffles			
50% discount			
Kids go free			
Big day out participation			

**GUILDHALL MUSEUM**

Admission	0.00	0.00	0.00%
Hire of Members room to Oyster Fisheries	39.00	40.00	2.56%
Hire of Members room per hour	39.00	40.00	2.56%
Hire of Guildhall Chamber per hour	66.50	68.20	2.56%
Education Visits - Medway Schools - 1 hour session	New	30.00	
Education Visits - non-Medway Schools - 1 hour session	New	90.00	
Handling materials for self-guided visits	New	25.00	
Hire of Lunch Room	New	20.00	
Arts Award 'Discover' Assessment	New	10.00	
Arts Award 'Explore and Bronze/Silver Assessments	New	20.00	
Illustrated lectures for adult groups in the Museum	New	45.00	
Illustrated lectures for adult groups - outreach (daytime)	New	65.00	
Illustrated lectures for adult groups - outreach (evening)	New	100.00	
Heritage engagement sessions - on site introductions	New	60.00	
Education Outreach Visits - Medway Schools - Morning	135.30	150.00	10.86%
Education Outreach Visits - Medway Schools - Whole day	183.90	210.00	14.19%
University of the Third Age (U3A) - Cost per person	5.20	5.35	2.88%
Weddings	411.20	421.50	2.50%

**Outdoor theatre***By negotiation and sign-off by Head of Service*

Normal terms 80:20 split of ticket sales

**Event site hire**

Charity event per day	262.7	269.30	2.51%
Daytime hire per day	525.3	538.40	2.49%
Evening hire each evening	1050.6	1,076.90	2.50%

**Filming/Photo shoots***By negotiation and sign-off by Head of Service*

Photo shoot minimum charge (commercial)	52.60	55.00	4.56%
Filming minimum charge (commercial)	105.10	110.00	4.66%

## REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

### MEDWAY ARCHIVES, LOCAL STUDIES CENTRE

	Fee 2016/17 £	Fee 2017/18 £	Increase %
Photocopying (Local Studies) A4	0.30	0.30	0.00%
Photocopying (Local Studies) A3	0.50	0.50	0.00%
Photocopying (Archives original doc) A4	0.80	0.80	0.00%
Photocopying (Archives original doc) A3	1.10	1.10	0.00%
Computer printing black and white A4 per page	0.10	0.10	0.00%
Computer printing colour A4 per page	0.80	0.80	0.00%
Computer printing black and white A3 per page	0.20	0.20	0.00%
Computer printing colour A3 per page	1.00	1.00	0.00%
Local Studies Scanning depending on copyright A4 colour	3.00	3.10	3.33%
Local Studies Scanning depending on copyright A3 colour	3.60	3.70	2.78%
Local Studies Scanning depending on copyright A4 black & white	0.80	0.80	0.00%
Local Studies Scanning depending on copyright A3 black & white	0.90	0.90	0.00%
Archive scanning (discretion of archivist) A4 colour	4.00	4.10	2.50%
Archive scanning (discretion of archivist) A3 colour	4.50	4.60	2.22%
Microfiche/Microfilm printouts A4	0.80	0.80	0.00%
Microfiche/Microfilm printouts A3	1.00	1.00	0.00%
Requests for arranging services by professional photographer/microfilming- Photographer's fee plus charge per item	8.00	8.20	2.50%
Photographs/ slides - non commercial self service full day permit	10.80	11.10	2.78%
Commercial Users self service photography permit	22.60	23.20	2.65%
Photocopies sent in response to research enquiries by letter or e- mail (ie handling charge) handling charge + cost of copies + postage	8.00	8.20	2.50%

## REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

### MEDWAY ARCHIVES, LOCAL STUDIES CENTRE

	Fee 2016/17 £	Fee 2017/18 £	Increase %
<b>Medway Archives - Other Charges</b>			
Baptism Certificate (National charge)	13.00	13.00	0.00%
Preparations for media visits and filming on premises : per hour	94.00	96.40	2.55%
Issue of conviction certificate copy (magistrates courts)	38.00	39.00	2.63%
Storage of magistrates' court records( per box per annum)	8.00	8.20	2.50%
Retrievals of modern records for council departments (per box on	7.60	7.80	2.63%
Retrievals of modern records for council departments(per box off	15.00	15.40	2.67%
Withdrawal of privately owned records (minimum charge)	65.00	66.60	2.46%
Royalties for reproduction of still photographs (UK)	32.00	32.80	2.50%
Royalties for reproduction of moving images cost per second(running time) used by national & international media	96.00	98.40	2.50%
Talks to external groups (at discretion of staff)	50.00	51.30	2.60%
Talks to groups visiting (excluding school visits and at the discretion	40.00	41.00	2.50%
Research per hour private users (at discretion of Archivist)	34.00	34.90	2.65%
Research per hour commercial users (at discretion of Archivist)	89.00	91.20	2.47%
<b>ROYALTIES - All royalties fees checked as being market rate wit</b>	42.00	43.10	2.62%
Royalties: reproduction of still photographs (UK)	32.00	32.80	2.50%
Royalties: photo (out-Europe)	52.00	53.30	2.50%
Royalties: photo in TV prog per second	94.00	96.40	2.55%
Royalties: photo on cover (Europe)	64.00	65.60	2.50%
Royalties: photo on cover(worldwide)	94.00	96.40	2.55%
Royalties: photo in e-book	57.00	58.40	2.46%
Royalties: reproduction of moving images cost per second(running time) used by national & international media (commercial rate)	96.00	98.40	2.50%
Estimates for bulk orders (to deduct from final cost when order place	8.00	8.20	2.50%
Photo facsimile (when scanning not possible)	5.00	5.10	2.00%



## REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

	Fee 2016/17	Fee 2017/18	Increase	per hour excess 2016/17	Fee 2017/18	Increase
	£	£	%	£	£	%
<b>THE CENTRAL THEATRE</b>						
<b>SCALE A - Concerts and Entertainments</b>						
Auditorium 6.00 p.m - 11.00 p.m						
Daily Minimum Charge						
Monday - Tuesday	2,381.10	2,440.60	2.50%	166.50	170.70	2.52%
Wednesday - Thursday	2,525.50	2,588.60	2.50%	177.40	181.80	2.48%
Friday/Saturday/Sunday	3,080.80	3,157.80	2.50%	247.00	253.20	2.51%
Bank Holidays	4,476.40	4,588.30	2.50%	283.50	290.60	2.50%
Extra Performance	670.00	686.80	2.51%			
Extra Performance (Bank hols)	860.20	881.70	2.50%			
Rehearsal and fit-up rates						
Minimum of 3 hours on non-show days						
Monday - Tuesday	73.80	75.60	2.44%			
Wednesday - Thursday	82.10	84.20	2.56%			
Friday/Saturday/Sunday	109.40	112.10	2.47%			
Bank Holidays	138.80	142.30	2.52%			
Non-returnable deposit						
Non-returnable deposit (3 days or more)	603.70	618.80	2.50%			
	1,274.30	1,306.20	2.50%			

## REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

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	Fee 2016/17	Fee 2017/18	Increase	per hour excess 2016/17	Fee 2017/18	Increase
	£	£	%	£	£	%
<b>SCALE C (Formerly Scale B)</b>						
<b>(Voluntary Organisations/Registered Charities/Non Commercial Organisations)</b>						
Auditorium 6.00 p.m - 11.00 p.m						
Monday - Tuesday	570.10	584.40	2.51%	110.20	113.00	2.54%
Wednesday - Thursday	615.20	630.60	2.50%	153.90	157.70	2.47%
Friday/Saturday/Sunday	1,223.60	1,254.20	2.50%	177.90	182.30	2.47%
Bank Holidays	1,690.40	1,732.70	2.50%	200.70	205.70	2.49%
Extra Performance	480.00	492.00	2.50%			
Extra Performance (bnk hols)	566.00	580.20	2.51%			
Rehearsal and fit-up rates						
Minimum of 3 hours on non-show days						
Monday - Tuesday	48.10	49.30	2.49%			
Wednesday - Thursday	58.00	59.50	2.59%			
Friday/Saturday/Sunday	90.10	92.40	2.55%			
Bank Holidays	125.70	128.80	2.47%			
Non-returnable deposit	267.70	274.40	2.50%			
Non-returnable deposit (3 days or more)	550.20	564.00	2.51%			

Central & Brook Theatre Box Office commission 10% of Gross

Central & Brook Theatre Credit Card inc. handling charge 3% PRS 3%

Central & Brook Theatre Basic charge includes mailing list entry, ticket printing and poster display.

Central & Brook Theatre Extra charges as incurred

## REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

	Fee 2016/17	Fee 2017/18	Increase	per hour excess 2016/17	Fee 2017/18	Increase
	£	£	%	£	£	%
<b>THE BROOK THEATRE</b>						
<b>SCALE A - Commercial organisations/Non-Voluntary organisations (non-arts based)</b>						
Main Theatre	84.46	86.60	2.53%			
Main Theatre Floor events	60.17	61.70	2.55%			
Mayor's Parlour	26.75	27.40	2.42%			
Studio Room Hire	40.18	41.20	2.54%			
Conference Room	26.75	27.40	2.42%			
Meeting Room	14.56	14.90	2.37%			
Activity Room	10.25	10.50	2.44%			
Large Dance Studio	14.15	14.50	2.51%			
Small Dance Studio	9.33	9.60	2.92%			
Function Room	16.40	16.80	2.44%			
Basement Dance Studio	11.69	12.00	2.70%			
Basement Drama Studio	12.61	12.90	2.32%			
Non-returnable deposit	274.09	280.90	2.49%			
Non-returnable deposit (3 days or more)	547.04	560.70	2.50%			
<b>SCALE B - Professional arts based organisations</b>						
Main Theatre	52.79	54.10	2.49%			
Main Theatre Floor Events	37.62	38.60	2.61%			
Mayor's Parlour	17.63	18.10	2.67%			
Studio Room Hire	25.22	25.80	2.32%			
Conference Room	17.63	18.10	2.67%			
Meeting Room	9.74	10.00	2.70%			
Activity Room	6.77	6.90	2.00%			
Large Dance Studio	9.33	9.60	2.92%			
Small Dance Studio	5.84	6.00	2.70%			
Function Room	12.20	12.50	2.48%			
Basement Dance Studio	9.02	9.20	2.00%			

## REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

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	Fee 2016/17	Fee 2017/18	Increase	per hour excess 2016/17	Fee 2017/18	Increase
	£	£	%	£	£	%
Basement Drama Studio	9.53	9.80	2.81%			
Non-returnable deposit	274.09	280.90	2.49%			
Non-returnable deposit (3 days or more)	547.04	560.70	2.50%			
<b>SCALE C - Amateur arts based organisations</b>						
Main Theatre	31.88	32.70	2.58%			
Main Theatre Floor Events	22.35	22.90	2.48%			
Mayor's Parlour	11.69	12.00	2.70%			
Studio Room Hire	16.91	17.30	2.29%			
Conference Room	11.69	12.00	2.70%			
Meeting Room	6.46	6.60	2.21%			
Activity Room	4.61	4.70	1.90%			
Large Dance Studio	6.36	6.50	2.28%			
Small Dance Studio	4.31	4.40	2.21%			
Function Room	8.10	8.30	2.50%			
Basement Dance Studio	5.74	5.90	2.79%			
Basement Drama Studio	6.36	6.50	2.28%			
Non-returnable deposit	207.87	213.10	2.52%			
Non-returnable deposit (3 days or more)	339.17	347.70	2.51%			

## REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

### CORN EXCHANGE

#### QUEEN'S HALL

	Includes			Fee 2016/17 £	Fee 2017/18 £	Increase %
	Hall	Bar	Kitchen			
Mon - Thur 9am - 12 midnight	✓	✓	✓	1501.40	1,539.00	2.50%
Mon - Thur 12 noon - 12 midnight	✓	✓	✓	1201.20	1,231.00	2.48%
Mon - Thur 6 p.m. - 12 midnight	✓	✓	✓	600.60	616.00	2.56%
Fri 9am - 12 midnight	✓	✓	✓	1650.00	1,691.00	2.48%
Fri 12 noon - 12 midnight	✓	✓	✓	1320.00	1,353.00	2.50%
Fri 6 p.m. - 12 midnight	✓	✓	✓	660.00	677.00	2.58%
Sat 9am - 12 midnight	✓	✓	✓	1747.50	1,791.00	2.49%
Sat - 6 p.m. - 12 midnight	✓	✓	✓	699.96	717.00	2.43%
Sun 9am - 10.30 p.m.	✓	✓	✓	1320.00	1,353.00	2.50%
Sun 12 noon - 6 p.m.	✓	✓	✓	880.00	902.00	2.50%

#### Hall Hire Only

Mon - Thur 9 a.m. - 12 noon	✓			165.00	169.00	2.42%
Mon - Thur 1 p.m. - 6 p.m.	✓			275.00	282.00	2.55%
Fri 9 a.m. - 12 noon	✓			195.00	200.00	2.56%
Fri 12 noon - 6 p.m.	✓			325.00	333.00	2.46%

Kitchen hire per booking

Bar hire per hour

150.00	154.00	2.67%
40.00	41.00	2.50%

### PRINCES HALL

#### Hall Hire Only

Prices per hour - Minimum hire - 3 hours

Mon - Thur	✓			42.00	43.00	2.38%
Fri	✓			48.00	49.00	2.08%
Sat - Sun & Bank Holidays	✓			50.00	51.00	2.00%

## REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

	Fee 2016/17	Fee 2017/18	Increase
	£	£	%
PRIVATE SECTOR HOUSING			
Enforcement Activity			
Copy of Notices	6.20	6.40	3.23%
Service of statutory notice	This will be		
Inspections			
Non Statutory Accommodation Inspections	95.00	97.40	2.53%
Licensing of Houses in Multiple Occupation	950.20	974.00	2.50%
Second or Subsequent Application	844.60	865.70	2.50%
Removed cannot change licence holder - must submit a new application			
Change of manager	98.80	101.30	2.53%
Licence variation	120.70	123.70	2.49%
Licence renewal fee - with no significant changes	356.80	365.70	2.49%
Licence renewal fee - with significant changes	603.90	619.00	2.50%
2nd Reminder Letter for a HMO Licence	35.90	36.80	2.51%
Unlicensed HMO Fine	153.80	157.60	2.47%
HOUSING SOLUTIONS			
Weekly Cost of Temporary Accommodation			
Shared 1 Bed	119.20	119.20	0.00%
1 bed self contained	161.60	161.60	0.00%
2 bed self contained*	186.60	186.60	0.00%
3 bed self contained*	199.90	199.90	0.00%
4 bed self contained*	246.40	246.40	0.00%
5 bed self contained *	327.60	327.60	0.00%
*(The above charges are subject to change and will be calculated using 90% of LHA rates plus £60 Management Fee).			
General Fund Properties			
27 FIRST AVENUE	127.60	127.60	0.00%
85 THE BROOK	90.98	90.98	0.00%
87 THE BROOK	90.98	90.98	0.00%

## TRAVELLERS PERMANENT ACCOMMODATION

Weekly Rent Per Pitch	65.74	65.74	0.00%
Electricity Pre-paid card Recharged at cost			

### Mobile Homes Act 2013

Application for a new licence	320.00	328.00	2.50%
Application for a new licence: per pitch	7.50	7.70	2.67%

### Application to transfer or amend an existing licence:

Minor ammendment	125.00	128.10	2.48%
Major ammendment	250.00	256.30	2.52%

Annual Licence Fee (Admin and Monitoring existing site)	25.00	25.60	2.40%
Annual Licence Fee (Admin and Monitoring existing site) per pitch	10.00	10.30	3.00%

## REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

	Fee 2016/17	Fee 2017/18	Increase
LIBRARIES	£	£	%
<b>Overdue Charges ( Per item per day)</b>			
Adults( £15 maximum)	0.20	0.20	0.00%
Children (no charge)	0.00	0.00	
Teenagers & Retired aged 60 or over (£2.00 max)	0.05	0.05	0.00%
Overdue items reminder notice	1.00	1.00	0.00%
<b>Reservation Fees</b>			
Reservation fee for any book not in stock	3.00	3.00	0.00%
<b>Audio Visual Charges</b>			
New DVD rentals 2 day loan	2.60	2.50	-3.85%
DVD boxed set 2 week loan	5.10	4.00	-21.57%
Console games 1 week loan	4.10	4.00	-2.44%
Language courses - 3 month loans	5.50	6.00	9.09%
All other videos, DVDs, CDs	1.10	1.00	-9.09%
Ticket Replacement Adults	2.50	3.00	20.00%
<b>Damaged &amp; Lost Books</b>			
All items in print - Full replacement cost			
Antiquarian, unique & out of print material - At discretion of service			
Damaged & Lost Audio Visual Material - At discretion of service			
<b>Photocopying/Printing Charges (all sources)</b>			
Black & White A4 - per page	0.10	0.10	0.00%
Black & White A3 - per page	0.20	0.30	50.00%
Colour A4 - per page	0.75	0.75	0.00%
Colour A3 - per page	1.00	1.50	50.00%
<b>Fax Transmissions</b>			
UK	1.20	1.20	0.00%
Europe and North America	2.50	2.60	4.00%
Rest of World	2.50	2.60	4.00%
Free fax nos.	0.60	0.60	0.00%
Incoming - each	0.60	0.60	0.00%
<b>Meeting room hire Strood Library Hall, Twydall Library and all other library premises.</b>			
<b>Basic Rate</b>			
Inside Library opening hours - per hour	11.00	12.00	9.09%
Outside Library opening hours - per hour	18.00	19.00	5.56%



## REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

(All charges include VAT where applicable)

### BEREAVEMENT SERVICES

#### CEMETERIES

**INTERMENTS.** The fee includes preparation and excavation of grave, matting and presentation where required, and attendance by cemetery staff and backfilling on day of service. Subject to a minimum of 3 days notice (additional fees may be required for arrangements made in less than 3 working days). The fee also includes all administration, entries in burial registers and cemetery plan marking and a contribution towards cemetery maintenance. The fees do not include removal of any memorial, planting, shrubs, flowers or trees. Applicants must arrange for the removal of anything that has been placed on a purchased grave, at their cost and anything left remaining when digging commences will be disposed. All graves have a maximum coffin size (width and length) than can be accommodated. Where any grave has been pre-purchased alternative arrangements may have to be made for any coffin exceeding these dimensions, which may include purchasing another grave.

*Where any tree or shrub that cannot be easily and quickly removed remains, the authority reserves the right to cancel or postpone the funeral and/or make an additional charge for the removal of any tree or shrub. Where necessary, specialist contractors will be used to remove trees and their costs (plus OH&P) added to any costs. Where any tree or plant is of such a size that removing it would affect the stability of any surrounding memorials or ground, the council reserves the right to recover all reasonable costs in making good, or alternatively may refuse any further burial in that grave. Digging will not proceed where an approved memorial has not been removed.*

	Fee 2016/17 £		Fee 2017/18 £		increase %	
	Resident	Non Resident	Resident	Non Resident	Resident	Non Resident
Not exceeding 1 month (Adult fee is applied to a person under 17 if interred in full sized adult grave.)	0.00	0.00	0.00	0.00	0.00%	0.00%
Interment and attendance fee: 1 month - 4 years (Adult fee is applied to a person under 17 if interred in full sized adult grave.)	0.00	0.00	0.00	0.00	0.00%	0.00%
Interment and attendance fee: 5 - 16 years: max grave length 1.8 m (max coffin length is 1.65m). (Adult fee is applied to a person under 17 if interred in full sized adult grave.)	0.00	0.00	0.00	0.00	0.00%	0.00%
Interment and attendance fee: 17 years and above to single or double depth.	675.00	1,350.00	692.00	1,384.00	2.52%	2.52%
Interment and attendance fee: 17 years and above to treble depth.	730.00	1,460.00	760.00	1,520.00	4.11%	4.11%
Interment and attendance fee: 17 years and above to quadruple depth is special request with minimum 7 working days notice.	1,126.00	2,252.00	1,175.00	2,350.00	4.35%	4.35%

All charges include VAT where applicable)

## BEREAVEMENT SERVICES

Two full burials undertaken at same time, add to interment fee:	135.00	270.00	138.00	276.00	2.22%	2.22%
Cremated Remains interment to a maximum depth of 900 mm, additional depths may be necessary if grave is to be re-used: additional depths charged according to depth and/or method of digging. Price on application.	140.00	280.00	150.00	300.00	7.14%	7.14%
2 sets of cremated remains at same time to a maximum depth of 900 mm, additional depths may be necessary if grave is to be re-used: additional depths charged according to depth and/or method of digging. Price on application.	195.00	390.00	205.00	410.00	5.13%	5.13%
Extra digging for coffins that exceed 26" wide (in total including bar handles etc.) or 78" long add (and where grave is treble depth or more this is doubled):	155.00	310.00	160.00	320.00	3.23%	3.23%
Extra digging etc. to accommodate internal boarding, framework, covers etc. Prices from:	215.00	215.00	220.00	220.00	2.33%	2.33%
Relocation of spoil away from graveside prior to service / interment. Prices from:	215.00	215.00	230.00	220.00	6.98%	2.33%
Saturday Interment - by arrangement - min 8 working days notice and subject to availability: add	555.00	555.00	570.00	570.00	2.70%	2.70%
Saturday Interment of cremated remains - by arrangement - minimum 8 days notice and subject to availability. In addition to interment fees above.	135.00	135.00	138.00	138.00	2.22%	2.22%
Services times are 90 minutes (in total, inclusive of chapel and graveside) - extra service time is 45 minutes. This cost may be trebled if prior warning not provided.	80.00	80.00	85.00	85.00	6.25%	6.25%
Less than 3 days notice where additional costs are incurred. Additional costs includes hiring in equipment and providing staff from elsewhere. 'Notice' means that FULL details must be deposited with Bereavement Services before Medway Council will commence making any arrangements and note that it may not be possible to make all necessary arrangements within this shortened timeframe where resources are unavailable.	155.00	155.00	160.00	160.00	3.23%	3.23%

(All charges include VAT where applicable)

## BEREAVEMENT SERVICES

**GRAVE PURCHASE.** Fee includes Exclusive burial rights for the registered owner for the agreed time period, maintenance of any grave space that is not covered by a memorial and the first memorial permit with a 'Right to Erect' a memorial. The fee does not include the rights of ownership of the land, nor any right to place a non-approved memorial. The fee also includes all administration, entries in cemetery registers and plans and a contribution towards cemetery maintenance.

All Rights to Erect are for a maximum period of 30 years, renewable at the fee in place at the time of renewal).

All graves have a maximum coffin size (width and length) than can be accommodated and consideration should be given at the time of purchase as to likely future coffin sizes. Coffins exceeding the available grave space cannot be accepted, even where the grave has been purchased for specific reasons.

	Fee 2016/17 £		Fee 2017/18 £		increase %	
	Resident	Non Resident	Resident	Non Resident	Resident	Non Resident
Grave Selection next-in-line	52.00	104.00	55.00	55.00	5.77%	-47.12%
Grave Selection	191.00	191.00	195.00	195.00	2.09%	2.09%
Exclusive Right of Burial (<30") Adult graves 30 years - inc., memorial permit/right to erect and 30 years memorial safety inspection fees. Grave space in excess between 30" and 45" (if insufficient, then two graves must be purchased) add £175.00 resident, £350.00 non resident	750.00	1,500.00	769.00	1,538.00	2.53%	2.53%
Exclusive Right of Burial (<30") Adult graves 50 years - inc., memorial permit/right to erect and 30 years memorial safety inspection fees. Grave space in excess between 30" and 45" (if insufficient, then two graves must be purchased) add £287.00 resident, £575.00 non resident	1,255.00	2,510.00	1,286.00	2,573.00	2.47%	2.51%
Exclusive Right of Burial (<30") Adult graves 99 years - inc., memorial permit/right to erect and 30 years memorial safety inspection fees. Grave space in excess between 30" and 45" add £ 537.00 resident, £1075.00 non resident (if insufficient, then two graves must be purchased).	2,505.00	5,010.00	2,600.00	5,135.00	3.79%	2.50%
Pre Purchased Exclusive Right of Burial (<30") Adult graves 30 years - inc., memorial permit/right to erect and selection fee and 30 years memorial safety inspection fees. Grave space in excess between 30" and 45" add £246.00 resident, £492.00 non resident (if insufficient, then two graves must be purchased).	1,055.00	2,110.00	1,081.00	2,163.00	2.46%	2.51%

 All charges include VAT where applicable)

### **BEREAVEMENT SERVICES**

Pre Purchased Exclusive Right of Burial (<30") Adult graves 50 years - inc.,, memorial permit/right to erect and selection fee and 30 years memorial safety inspection fees. Grave space in excess between 30" and 45" add £425.00 resident, £850.00 non resident (if insufficient, then two graves must be purchased).	1,805.00	3,610.00	1,850.00	3,700.00	2.49%	2.49%
Pre Purchased Exclusive Right of Burial (<30") Adult graves 99 years - inc.,, memorial permit/right to erect and selection fee and 30 years memorial safety inspection fees. Grave space in excess between 30" and 45" add £625.00 resident, £1250.00 non resident (if insufficient, then two graves must be purchased) .	2,875.00	5,750.00	3,100.00	5,894.00	7.83%	2.50%
Child graves 6' x 3' : 99 years inc.,, memorial permit/right to erect	850.00	1,700.00	871.00	1,743.00	2.47%	2.53%
Cremated remains grave (3' x 3') 30 years inc.,, memorial permit, the right to erect and selection	515.00	1,030.00	528.00	1,056.00	2.52%	2.52%
Cremated remains grave (3' x 3') 50 years inc.,, memorial permit the right to erect and selection	844.00	1,688.00	865.00	1,730.00	2.49%	2.49%
Cremated remains grave (3' x 3') 99 years inc.,, memorial permit, the right to erect and selection	1,275.00	2,550.00	1,307.00	2,614.00	2.51%	2.51%
Woodland Interment of cremated remains (no tree) includes exclusive right of burial (99 years) and interment fee	800.00	1,600.00	820.00	1,640.00	2.50%	2.50%
Woodland Burial fee - includes exclusive right of burial (99 years) - interment fee and memorial tree	1,625.00	3,250.00	1,666.00	3,331.00	2.52%	2.49%
Pre Purchased fee Woodland Burial (99 years) includes memorial tree separate interment fee will apply at time of burial	1,625.00	3,250.00	1,666.00	3,331.00	2.52%	2.49%

(All charges include VAT where applicable)

## BEREAVEMENT SERVICES

	Fee 2016/17 £		Fee 2017/18 £		increase %	
	Resident	Non Resident	Resident	Non Resident	Resident	Non Resident
<b><u>CEMETERY MISCELLANEOUS</u></b>						
Use of Cemetery Chapel (Duration of Service: 45 minutes).	80.00	80.00	85.00	85.00	6.25%	6.25%
Children - use of Cemetery Chapel 0-4 years (Duration of Service:45 mins)	0.00	0.00	0.00	0.00	0.00%	0.00%
Private Use of Cemetery Chapel	100.00	100.00	103.00	103.00	3.00%	3.00%
Re-open walled grave - from:	260.00	260.00	270.00	270.00	3.85%	3.85%
Exhumation – from:	1,125.00	1,125.00	1,155.00	1,155.00	2.67%	2.67%
Exhumation of cremated remains – from:	370.00	370.00	370.00	370.00	0.00%	0.00%
Grave identification and photograph	37.00	37.00	40.00	40.00	8.11%	8.11%
Family maintained grave notice	20.00	20.00	25.00	25.00	25.00%	25.00%
Transfer of right of exclusive burial and duplicate EROB's (Transfer to spouse - deduct £20.00)	54.00	54.00	55.00	55.00	1.85%	1.85%
Alterations to Deeds	37.00	37.00	38.00	38.00	2.70%	2.70%
Genealogical Search fee per surname and subject to date of Register entry (assisted searches extra)	10.00	10.00	10.00	10.00	0.00%	0.00%
Marking / identification of grave prior to visit - special request (min 5 days notice)	16.00	16.00	16.00	16.00	0.00%	0.00%
Extension to EROB's, per 5 year period - max 30 years	115.00	230.00	115.00	230.00	0.00%	0.00%



All charges include VAT where applicable)

## BEREAVEMENT SERVICES

### CEMETERY LEASED MEMORIALS

**MEDWAY ECO-SURROUND.** These are intended as being temporary grave surrounds until such time that a formal memorial is erected. The fee includes fitting and removal.

Eco-surround' Adult (supply and fix) 1 year hire	133.00	133.00	136.00	136.00	2.26%	2.26%
Eco-surround' Child (supply and fix) 1 year hire	128.00	128.00	131.00	131.00	2.34%	2.34%
Eco-surround' Cremated Remains (supply and fix) 1 year hire	128.00	128.00	131.00	131.00	2.34%	2.34%
Eco-surround' Adult (supply and fix) 5 year hire	176.00	176.00	180.00	180.00	2.27%	2.27%
Eco-surround' Child (supply and fix) 5 year hire	147.00	147.00	151.00	151.00	2.72%	2.72%
Eco-surround' Cremated Remains (supply and fix) 5 year hire	161.00	161.00	165.00	165.00	2.48%	2.48%
Eco surround Renewal of lease 1 year	41.00	41.00	42.00	42.00	2.44%	2.44%
Eco surround Renewal of lease 5 years	64.00	64.00	66.00	66.00	3.13%	3.13%
Wooden Cross (and other temporary marker) 1 year permit	17.00	17.00	17.00	17.00	0.00%	0.00%
Wooden Cross (and other temporary marker) 5 year permit	53.00	53.00	54.00	54.00	1.89%	1.89%
Woodland burial plaques (10 years).	208.00	208.00	213.00	213.00	2.40%	2.40%
Woodland burial plaque - extension of lease	127.00	127.00	130.00	130.00	2.36%	2.36%
Bench dedications new and renewal (subject to availability)	1,300.00	1,300.00	1,333.00	1,333.00	2.54%	2.54%
Bench dedications Extension of lease 10 years	905.00	905.00	928.00	928.00	2.54%	2.54%
Bench dedications Extension of lease 5 years	454.00	454.00	465.00	465.00	2.42%	2.42%

**CEMETERY MEMORIAL PERMITS.** Includes issue of permit, installation inspection and safety inspections during the 30 periods that the Rights to maintain a grave are in place

Permit for a cleaning, planted areas etc.	0.00	0.00	0.00	0.00	0.00%	0.00%
30 Year Permit for Small Inscribed vase or tablet (less than 12", 300mm)	95.00	95.00	97.00	97.00	2.11%	2.11%
Additional Inscriptions (no charge if undertaken in-situ and memorials not removed or detached from grave)	95.00	95.00	97.00	97.00	2.11%	2.11%
30 Year Permit for the erection of a memorial/headstone 12" or larger	190.00	190.00	195.00	195.00	2.63%	2.63%
30 Year Permit for the erection of full kerbs and cover slabs.	270.00	270.00	277.00	277.00	2.59%	2.59%
30 Year Permit for Memorial/headstone with full kerbs	435.00	435.00	446.00	446.00	2.53%	2.53%
30 Year Permit for Small kerbs (lawn section/cremated remains) and cover slabs	240.00	240.00	246.00	246.00	2.50%	2.50%
30 Year Permit Memorial/headstone with small kerbs	343.00	343.00	352.00	352.00	2.62%	2.62%

(All charges include VAT where applicable)

## **BEREAVEMENT SERVICES**

### **CREMATORIUM**

**CREMATION FEE.** The Cremation fee includes contributions towards the environmental protection fund and the environmental surcharge, all Medical Referee Fees, use of the

	Fee 2016/17 £	Fee 2017/18 £	increase %
	Resident and Non Resident	Resident and Non Resident	Resident and Non Resident
Adult cremation. The 9.00am and 9.30am services deduct £75.00. Late cremation after 15.30pm add £40.00, (by arrangement only)	627.00	650.00	3.67%
Adult Saturday Cremation - subject to availability. Includes facilities to witness the charging of the coffin.	745.00	770.00	3.36%
16 and under Saturday Cremation - subject to availability. Includes facilities to witness the charging of the coffin.	215.00	215.00	0.00%
NO SERVICE Cremation at 8:15am. This provides for a cremation only together with the strewing of cremated remains in the Gardens (where the family are not in attendance) and where required a Certificate of Disposal and cardboard cremated	390.00	400.00	2.56%
Joint service/cremations - 2 adults (includes Medway container) - 45 Minute service	875.00	897.00	2.51%
Witness Coffin being committed into Cremator (Services after 9.30 am)	25.00	25.00	0.00%
Extra costs for Service Overrun from:	35.00	36.00	2.86%
NVF, Stillborn and children up to 4 years	0.00	0.00	0.00%
Child 5 to 16 years	0.00	0.00	0.00%

### **CREMATORIUM MISCELLANEOUS**



All charges include VAT where applicable)

### BEREAVEMENT SERVICES

Temporary Storage of Remains - per month - (min period of storage = 3 months, payable in advance)	30.00
Cancellation within 48 hours of booked service (Postponement - no charge)	110.00
Receiving cremated remains from elsewhere	54.00
Witnessing Strewing (Up to 2 deceased, add £5.00 per person thereafter)	30.00
Family Led Strewing, previously referred to as Silent strewing, - silent disposal of cremated remains (up to 2 deceased, add £5.00 per person thereafter)	20.00
Additional Medway Container (Medway black scatter tube add £8.00)	12.00
Metal Urn (with cremation)	26.00
Additional Metal Urn	37.00
Additional Chapel Time/Memorial Service	133.00
Administration charge to cover requests for information, alterations etc. to records.	16.00
Additional or replacement Certified Extract, label or other proof of cremation	26.00
Wesley recording of service - includes 1 CD	36.00
Wesley recording of service -additional CD	17.00

31.00
113.00
55.00
31.00
21.00
12.00
27.00
38.00
136.00
16.00
27.00
37.00
17.00

3.33%
2.73%
1.85%
3.33%
5.00%
0.00%
3.85%
2.70%
2.26%
0.00%
3.85%
2.78%
0.00%



(All charges include VAT where applicable)

## BEREAVEMENT SERVICES

### CREMATORIUM MEMORIALS

#### Book of Remembrance - includes 1 swipe card

	Fee 2016/17 £	Fee 2017/18 £	increase %
	Resident and Non Resident	Resident and Non Resident	Resident and Non Resident
2 Line Entry	70.00	72.00	2.86%
5 Line Entry	128.00	131.00	2.34%
8 Line Entry	164.00	168.00	2.44%
5 Line Entry with motif	180.00	185.00	2.78%
8 Line Entry with motif	207.00	212.00	2.42%
Additional screens of text, motif, pictures etc. for digital book of remembrance (per screen)	45.00	46.00	2.22%
Additional swipe card for digital book of remembrance (existing entries)	18.00	18.00	0.00%

#### Book of Remembrance for Babies - includes 1 swipe card

Charge Per Line	16.00	16.00	0.00%
Charge For Motif	58.00	59.00	1.72%
Additional screens of text, motif, pictures etc., for digital book of remembrance (per screen)	45.00	46.00	2.22%
Additional swipe card for digital book of remembrance (existing entries)	18.00	18.00	0.00%

#### Miniature Books - Existing books only

Each Additional Line	21.00	22.00	4.76%
All Crests/Motifs	58.00	59.00	1.72%
Postage and Packaging of books - Studio Returns	11.00	11.00	0.00%

#### Memorial Plaques - 10 years

Perspex garden plaque - new and renewal	165.00	169.00	2.42%
Perspex plaque - replacement or alteration to existing plaque including additional name	65.00	67.00	3.08%
Granite garden plaque	218.00	223.00	2.29%
Granite garden plaque - replacement or alteration to existing plaque including additional name	109.00	112.00	2.75%

#### Bronze Wall Plaques 5 -10 year lease - walls by chapel of meditation subject to availability



All charges include VAT where applicable)

### BEREAVEMENT SERVICES

Bronze wall plaque - extension of lease 10 years, no new plaque	170.00
Bronze wall plaque - extension of lease 5 years, no new plaque	85.00
Replacement or alteration to existing plaque including additional name	150.00

174.00
87.00
154.00

2.35%
2.35%
2.67%

### Floris Wall Plaques 5- 10 year lease - Walls by chapel of meditation. Subject to availability

Floris Plaque inscription only [10 years]	260.00
Floris Plaque with engraved motif (design available on request) [10 years]	285.00
Floris Plaque with ceramic motif/photo [10 years]	345.00
Replacement or alteration to existing plaque including additional name	185.00
Extension of lease - new 10 year existing plaque used	210.00
Extension of lease - new 5 year existing plaque used	105.00
Floris Plaque inscription only [5 years]	165.00
Floris Plaque with engraved motif (design available on request) [5Years]	190.00
Floris Plaque with ceramic motif/photo [5 years]	250.00

267.00
292.00
354.00
190.00
215.00
108.00
169.00
195.00
256.00

2.69%
2.46%
2.61%
2.70%
2.38%
2.86%
2.42%
2.63%
2.40%

### Granite Wall Plaques 5-10 year lease - Subject to availability

Granite wall plaque inscription only [10 years]	260.00
Granite wall plaque inscription and engraved motif [10 years]	285.00
Granite wall plaque with inscription and photo [10 years]	345.00
Granite wall plaque inscription only - replacement [10 years]	195.00
Granite wall plaque inscription and engraved motif - replacement (design available on request)	220.00
Granite wall plaque with photo - replacement 10 years	300.00
Extension of lease (10 years) without refurbishment	130.00
Extension of lease (5 years) without refurbishment	65.00
Granite wall plaque inscription only [5 years]	170.00
Granite wall plaque inscription and engraved motif [5 years]	195.00
Granite wall plaque with inscription and photo [5 years]	255.00
Granite wall plaque with photo - replacement 5 years	

267.00
292.00
354.00
200.00
226.00
308.00
133.00
67.00
174.00
200.00
261.00
0.00

2.69%
2.46%
2.61%
2.56%
2.73%
2.67%
2.31%
3.08%
2.35%
2.56%
2.35%

(All charges include VAT where applicable)

## BEREAVEMENT SERVICES

**Benches - 5-10 year lease - (12" x 2½" plaque) 10 year lease various locations around the grounds subject to availability**

	Fee 2016/17 £
	Resident and Non Resident
Extension of lease 10 years	905.00
Extension of lease 5 years	455.00
Additional Perspex Plaque	50.00
Additional Bronze Plaque	150.00
Replacement or alteration to existing Perspex plaque including additional name	50.00
Replacement or alteration to existing bronze plaque including additional name	150.00
Bench vases	29.00

Fee 2017/18 £
Resident and Non Resident
928.00
466.00
51.00
154.00
51.00
154.00
30.00

increase %
Resident and Non Resident
2.54%
2.42%
2.00%
2.67%
2.00%
2.67%
3.45%

**Shared Benches - (5" x 3" plaque) 10 year lease various locations around the grounds subject to availability**

Shared bench Perspex plaque [10 years]	178.00
Shared bench Perspex plaque - replacement or alteration to existing plaque including additional name	65.00
Shared bench Perspex plaque [10 Years extension no new plaque]	150.00
Shared bench Perspex plaque [5 Years extension no new plaque]	80.00
Shared bench Perspex plaque [5 Years]	120.00

182.00
67.00
154.00
82.00
123.00

2.25%
3.08%
2.67%
2.50%
2.50%

**Chapel Chair - both chapels, east - blue and west - pink**

Chapel Chair additional plaque (Special requests only)	65.00
Replacement chapel chair plaque (Special requests only)	65.00

67.00
67.00

3.08%
3.08%

**Columbaria & Granite Niche - 5- 10 year lease subject to availability**

Columbaria Motifs extra (subject to design) – includes first 80 characters [10 years]	1,099.00
Columbaria - extension of lease 10 years with refurbishment	949.00
Columbaria - extension of lease 10 years without refurbishment	539.00
Columbaria - extension of lease 5 years without refurbishment	419.00
Columbaria - extension of lease 5 years with refurbishment	630.00
Granite Niche - <del>new</del> [10 years]	1,034.00
Granite Niche - extension of lease 10 years with refurbishment	839.00
Granite Niche - extension of lease 10 years without refurbishment	699.00

1,120.00
973.00
552.00
429.00
646.00
1,060.00
860.00
716.00

1.91%
2.53%
2.41%
2.39%
2.54%
2.51%
2.50%
2.43%



All charges include VAT where applicable)

### **BEREAVEMENT SERVICES**

Granite Niche - extension of lease 5 years without refurbishment	364.00
Granite Niche - extension of lease 5 years refurbishment	539.00
Columbaria inscriptions (price per character after the first 80)	2.50
Columbaria Motif (from standard catalogue). Prices from:	124.00
Columbaria Motif (own design supplied). Prices from:	139.00
Columbaria Motif/photo (1 face) on ceramic (portrait)	169.00
Columbaria photo (2 faces) on ceramic (landscape)	179.00
Replacement Plate for columbaria - includes 80 characters	174.00
Additional Inscription to Columbaria - includes 80 characters	154.00
Postage and packing of columbaria plates - Courier	47.00
Columbaria Motifs extra (subject to design) – includes first 80 characters [5 years]	699.00
Columbaria - extension of lease 5 years with refurbishment on list twice	549.00

373.00
552.00
3.00
127.00
142.00
173.00
183.00
178.00
158.00
48.00
716.00
563.00

2.47%
2.41%
20.00%
2.42%
2.16%
2.37%
2.23%
2.30%
2.60%
2.13%
2.43%
2.55%

### **Wall Columbaria - 5- 10 year lease chapel of meditation walls 4 & 5 subject to availability**

Wall Columbaria without/with own motif [10 years]	500.00
Wall Columbaria - replacement	120.00
Wall Columbaria without/with/own motif [5 Years]	325.00
Wall Columbaria 5 year renewal	222.00
Wall Columbaria 10 year renewal	415.00

513.00
123.00
333.00
228.00
425.00

2.60%
2.50%
2.46%
2.70%
2.41%

### **Granite Flower Kerbs - 5 - 10 year lease (RWA Glades 32 & 38) subject to availability**

Granite Flower Kerb both colours [10 years]	480.00
Granite Flower Kerb both colours extension of lease 10 years with refurbishment	445.00
Granite Flower Kerb both colours extension of lease 10 years without refurbishment	395.00
Granite Flower Kerb both colours extension of lease 5 years without refurbishment	197.00
Granite Flower Kerb replacement both colours	133.00
Granite Flower Kerb both colours [5 Years]	330.00
Granite Flower Kerb both colours extension of lease 5 years with refurbishment	270.00

492.00
456.00
405.00
202.00
136.00
338.00
277.00

2.50%
2.47%
2.53%
2.54%
2.26%
2.42%
2.59%

(All charges include VAT where applicable)

## BEREAVEMENT SERVICES

	Fee 2016/17 £	Fee 2017/18 £	increase %
<b>Mushrooms - 5-10 year lease (glades 5 &amp; 18, Podkin and 2 area's of bluebell walk)</b>	<b>Resident and Non Resident</b>	<b>Resident and Non Resident</b>	<b>Resident and Non Resident</b>
Mushroom Plaque 10 years	259.00	265.00	2.32%
Mushroom Plaque 5 years	180.00	185.00	2.78%
Replacement Mushroom Plaque	93.00	95.00	2.15%
Extension of lease 10 year without refurbishment	170.00	174.00	2.35%
Extension of lease 10 year with refurbishment	209.00	214.00	2.39%
Extension of lease 5 years without refurbishment	65.00	70.00	7.69%
Extension of lease 5 years with refurbishment	95.00	100.00	5.26%
Change from painted to gilded during dedication period	44.00	46.00	4.55%
Re-paint / Re-guild due to deterioration where refurbishment option not taken	24.00	28.00	16.67%

## Dedicated roses - 5-10 year lease

Standard rose tree with plaque on stem [10 years]	295.00	302.00	2.37%
Standard rose tree replacement plaque	73.00	75.00	2.74%
Standard rose tree additional plaque (maximum of 3 plaques in total)	73.00	75.00	2.74%
Standard rose tree with plaque on stem [5 Years extension]	190.00	195.00	2.63%
Standard rose tree with plaque on stem [5 Years]	220.00	226.00	2.73%
Standard rose tree with plaque on stem [10 Years extension]		267.00	



All charges include VAT where applicable)

## BEREAVEMENT SERVICES

### **Bluebell Memorials - 5-10 year lease (Podkin glade and bluebell walk) Subject to availability**

Single memorial - (left or right of a pair) inclusive of ceramic picture if required [10 years]	1,040.00
Single memorial - (stand alone) inclusive of ceramic picture if required [10 years]	1,190.00
Single memorial - (left or right of a pair) inclusive of ceramic picture if required [5 Years]	580.00
Single memorial - (stand alone) inclusive of ceramic picture if required [5 Years]	650.00
Double memorial - (a pair) inclusive of ceramic picture if required [10 years]	2,065.00
Double memorial - (a pair) inclusive of ceramic picture if required [5 Years]	1,100.00
Single memorial renewal 10 years with refurbishment	850.00
Single memorial renewal 5 years with refurbishment	525.00
Single memorial renewal 10 years no refurbishment	775.00
Single memorial renewal 5 years (no refurbishment)	475.00
Double memorial 10 Years with refurbishment - Renewal	880.00
Double memorial 5 years with refurbishment - Renewal	555.00
Double memorial 10 Years no refurbishment - Renewal	850.00
Double memorial 5 Years no refurbishment - Renewal	525.00
Replacement plate with or without photo (during first year of lease only)	159.00

### **Granite Book - 5-10 year lease (6" x 4" plaque) entrance to glade 16 subject to availability**

Granite Book Plaque [10 years]	255.00
Granite Book Replacement Plaque	105.00
Granite Book Plaque [5 Years no refurbishment]	180.00
Granite Book Plaque	255.00
Granite Book Replacement Plaque	105.00

1,066.00
1,220.00
595.00
666.00
2,117.00
1,128.00
871.00
538.00
794.00
487.00
902.00
569.00
871.00
538.00
163.00

261.00
108.00
185.00
261.00
108.00

2.50%
2.52%
2.59%
2.46%
2.52%
2.55%
2.47%
2.48%
2.45%
2.53%
2.50%
2.52%
2.47%
2.48%
2.52%

2.35%
2.86%
2.78%
2.35%
2.86%

(All charges include VAT where applicable)

## BEREAVEMENT SERVICES

	Fee 2016/17 £	Fee 2017/18 £	increase %
	Resident and Non Resident	Resident and Non Resident	Resident and Non Resident
<b>Sundial - 5 - 10 year lease subject to availability</b>			
Small plaque [10 years]	238.00	244.00	2.52%
Medium Plaque [10 years]	248.00	254.00	2.42%
Large Plaque [10 years]	260.00	267.00	2.69%
Replacement plaque (all sizes)	100.00	103.00	3.00%
Extension of lease - 10 years without refurbishment	154.00	158.00	2.60%
Extension of lease - 5 years without refurbishment	77.00	79.00	2.60%
Extension of lease - 10 years with refurbishment	190.00	195.00	2.63%
Extension of lease - 5 years with refurbishment	137.00	140.00	2.19%
Small plaque [5 Years]	158.00	162.00	2.53%
Medium plaque [5 Years]	168.00	172.00	2.38%
Large plaque [5 Years]	180.00	185.00	2.78%

## Babe in hand - 5- 10 year lease

Small plaque 10 years	234.00	240.00	2.56%
Medium Plaque 10 years	244.00	250.00	2.46%
Large Plaque 10 years	254.00	260.00	2.36%
Small plaque 5 years <b>NEW</b>	177.00	181.00	2.26%
Medium Plaque 5 years <b>NEW</b>	172.00	176.00	2.33%
Large Plaque 5 years <b>NEW</b>	167.00	171.00	2.40%
Replacement plaque (all sizes)	92.00	94.00	2.17%
Extension of lease (all sizes) 10 years without refurbishment	154.00	158.00	2.60%
Extension of lease (all sizes) 5 years without refurbishment	92.00	94.00	2.17%
Extension of lease (all sizes) 5years with refurbishment	150.00	154.00	2.67%
Extension of lease (all sizes) 10 years with refurbishment	190.00	195.00	2.63%

2  
(All charges include VAT where applicable)

## BEREAVEMENT SERVICES

### Other charges

Postage for garden plaques	10.00
Postage for larger plaques i.e. kerbs <b>NEW</b>	
Arrange funeral under Public Health (Control of Disease) Act 1984, including full property search. From:	520.00
Arrange funeral under Public Health (Control of Disease) Act 1984. From :	215.00

10.00
25.00
535.00
225.00

0.00%
2.88%
4.65%

Other memorials and services available subject to demand and availability. Fees determined as necessary if new products introduced during year.



## BUSINESS SUPPORT DEPARTMENT (BSD)

(All charges include VAT where applicable)

	Fee 2016/17	Fee 2017/18	Increase (%)
	£	£	
<b>Medway Register Office</b>			
<b>ALL CEREMONIES - APPROVED PREMISES</b>			
Booking Deposit (additional to Ceremony Fee - non refundable)	50.00	55.00	10.00%
Cancellation fee	50.00	55.00	10.00%
Monday to Friday	440.00	445.00	1.14%
Saturday	515.00	520.00	0.97%
Sunday and Bank Holidays	550.00	550.00	0.00%
<b>ALL CEREMONIES Corn Exchange/Guildhall</b>			
<b>Venues annexed to the Register Office, for up to 60 Guests.</b>			
<b>(Larger parties subject to negotiation in context)</b>			
Booking Deposit (additional to Ceremony Fee - non refundable)	50.00	55.00	10.00%
Cancellation fee	50.00	55.00	10.00%
Monday to Friday	170.00	170.00	0.00%
Saturday	215.00	220.00	2.33%
Sunday and Bank Holidays	260.00	260.00	0.00%
<b>Handling Fees for bookings on behalf of other premises</b>			
Personal Citizenship Ceremonies	150.00	200.00	33.33%
Initial licensing/Renewal of a venue	1800.00	1,800.00	0.00%
Request for review	450.00	450.00	0.00%
<b>Sale of Products/Additional Services</b>			
Priority Certificate Production	10.00	10.00	0.00%
Postage 1st	1.00	1.00	0.00%
Name Change	35	35.00	0.00%

## REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

### Community Interpreting Service (CIS)

#### Translation Charges

*Translation can be delivered electronically, by fax or as a hard copy.*

*All prices are excluding VAT*

Language	Fee 2016/17		Fee 2017/18		Increase in Rate / 1,000 words	Increase in Minimum 200 words
	All Documents		All Documents			
	Rate/ 1000 words	Minimum 200 words	Rate/ 1000 words	Minimum 200 words		
	£	£	£	£	%	%
Albanian	142.00	41.00	146.00	42.00	2.8%	2.4%
Arabic	160.00	46.00	164.00	47.00	2.5%	2.2%
Bengali	160.00	36.00	164.00	37.00	2.5%	2.8%
Bosnian/Serbo-Croat	160.00	52.00	164.00	53.00	2.5%	1.9%
Chinese	160.00	41.00	164.00	42.00	2.5%	2.4%
Czech	160.00	52.00	164.00	53.00	2.5%	1.9%
Danish	178.00	52.00	182.00	53.00	2.2%	1.9%
Dutch	178.00	POA	182.00	POA	2.2%	0.0%
Farsi/Persian	160.00	46.00	164.00	47.00	2.5%	2.2%
French	142.00	36.00	146.00	37.00	2.8%	2.8%
German	142.00	36.00	146.00	37.00	2.8%	2.8%
Greek	160.00	36.00	164.00	37.00	2.5%	2.8%
Gujarati	160.00	36.00	164.00	37.00	2.5%	2.8%
Hindi	160.00	36.00	164.00	37.00	2.5%	2.8%
Hungarian	160.00	POA	164.00	POA	2.5%	0.0%
Italian	142.00	36.00	146.00	37.00	2.8%	2.8%
Japanese	178.00	62.00	182.00	64.00	2.2%	3.2%
Kurdish Kurmanji	178.00	57.00	182.00	58.00	2.2%	1.8%
Kurdish Sorani	178.00	57.00	182.00	58.00	2.2%	1.8%
Latvian	160.00	52.00	164.00	53.00	2.5%	1.9%

## Community Interpreting Service (CIS)

Language	Fee 2016/17		Fee 2017/18		Increase in Rate / 1,000 words	Increase in Minimum 200 words
	All Documents		All Documents			
	Rate/ 1000 words	Minimum 200 words	Rate/ 1000 words	Minimum 200 words		
	£	£	£	£	%	%
Lithuanian	160.00	52.00	164.00	53.00	2.5%	1.9%
Nepalese	178.00	57.00	182.00	58.00	2.2%	1.8%
Polish	142.00	36.00	146.00	37.00	2.8%	2.8%
Punjabi	160.00	36.00	164.00	37.00	2.5%	2.8%
Portuguese	142.00	46.00	146.00	47.00	2.8%	2.2%
Pashto	160.00	41.00	164.00	42.00	2.5%	2.4%
Romanian	160.00	52.00	164.00	53.00	2.5%	1.9%
Russian	142.00	41.00	146.00	42.00	2.8%	2.4%
Slovak	160.00	46.00	164.00	47.00	2.5%	2.2%
Somali	142.00	41.00	146.00	42.00	2.8%	2.4%
Spanish	160.00	52.00	164.00	53.00	2.5%	1.9%
Swahili	160.00	52.00	164.00	53.00	2.5%	1.9%
Tamil	160.00	41.00	164.00	42.00	2.5%	2.4%
Thai	178.00	41.00	182.00	42.00	2.2%	2.4%
Turkish	142.00	36.00	146.00	37.00	2.8%	2.8%
Ukrainian	160.00	41.00	164.00	42.00	2.5%	2.4%
Vietnamese	142.00	36.00	146.00	37.00	2.8%	2.8%
Urdu	160.00	36.00	164.00	37.00	2.5%	2.8%

*Other languages available on request*

## Community Interpreting Service (CIS)

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### Face to Face Interpreting Charges - External

*Charges are made for a minimum of 30 minutes and then at increments of 15 minutes for interpreting*

	Fee 2016/17				Fee 2017/18				Travel Time Increase	Interpreting Time Increase
	Travel Time Per Hour	Interpreting Per Hour	Mileage Per Mile	Parking Fees	Travel time	Interpreting	Mileage Per Mile	Parking Fees		
	£	£	£	£	£	£	£	£	%	%
Mon-Fri 8am-8pm	18.00	30.00	0.40	As incurred	18.00	30.80	0.40	As incurred	0.0%	2.7%
Mon-Fri 8pm-8am	18.00	45.00	0.40	As incurred	18.00	46.10	0.40	As incurred	0.0%	2.4%
Saturdays	18.00	45.00	0.40	As incurred	18.00	46.10	0.40	As incurred	0.0%	2.4%
Sundays & Bank Holidays	18.00	60.00	0.40	As incurred	18.00	61.50	0.40	As incurred	0.0%	2.5%
Legal Aid prescribed rates	18.66	28.00	0.40	As incurred	18.66	28.70	0.40	As incurred	0.0%	2.5%

### Face to Face Interpreting Charges - Internal

*Charges are made for a minimum of 30 minutes and then at increments of 15 minutes for interpreting*

	Fee 2016/17				Fee 2017/18				Travel Time Increase	Interpreting Time Increase
	Travel Time Per Hour	Interpreting Per Hour	Mileage Per Mile	Parking Fees	Travel time	Interpreting	Mileage Per Mile	Parking Fees		
	£	£	£	£	£	£	£	£	%	%
Mon-Fri 8am-8pm	11.00	30.00	0.40	As incurred	11.00	30.80	0.40	As incurred	0.0%	2.7%
Mon-Fri 8pm-8am	11.00	45.00	0.40	As incurred	11.00	46.10	0.40	As incurred	0.0%	2.4%
Saturdays	11.00	45.00	0.40	As incurred	11.00	46.10	0.40	As incurred	0.0%	2.4%
Sundays & Bank Holidays	11.00	60.00	0.40	As incurred	11.00	61.50	0.40	As incurred	0.0%	2.5%

## Community Interpreting Service (CIS)

### Telephone Interpreting Charges

*Charges are made for a minimum of 15 minutes and then at increments of 15 minutes thereafter plus utility charge\* if applicable*

Mon-Fri 8am-8pm

Mon-Fri 8pm-8am

Saturdays

Sundays & Bank Holidays

*\*applies only to calls made by interpreters for the actual duration of telephone interpreting at £0.10/minute for land lines and £0.30 or higher/minute for mobiles.*

Fee 2016/17				Fee 2017/18					
First 15 Minutes	Every 15 Minutes There-after	Utility Charge - Landline Per Minute	Utility Charge - Mobile Per Minute	First 15 Minutes	Every 15 minutes There-after	Utility Charge - Landline Per Minute	Utility Charge - Mobile Per Minute	Increase In First 15 Minutes	Increase In Every 15 Minutes Thereafter
£	£	£	£	£	£	£	£	%	%
19.50	19.50	0.10	0.30	20.00	20.00	0.10	0.30	2.6%	2.6%
29.25	29.25	0.10	0.30	30.00	30.00	0.10	0.30	2.6%	2.6%
29.25	29.25	0.10	0.30	30.00	30.00	0.10	0.30	2.6%	2.6%
35.00	35.00	0.10	0.30	35.90	35.90	0.10	0.30	2.6%	2.6%

**Community Interpreting Service (CIS)**

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**Cancellation Charges**

	Fee 2016/17	
	Cancelled Within 24 Hours	Did Not Proceed as booked
	£	£
Face to face Interpreting - minimum of 30 mins, maximum of 1 hour - per hour	30.00	30.00
Telephone interpreting - minimum of 30 mins - per hour	19.50	19.50
Travel - per hour	0.00	18.00
Mileage - per mile	0.00	0.40
Expenses	0.00	As incurred

Fee 2017/18	
Cancelled Within 24 Hours	Did Not Proceed as booked
£	£
30.00	30.80
19.50	20.00
0.00	18.00
0.00	0.40
0.00	As incurred

Increase cancelled within 24 hours	Increase - Did not proceed as booked
%	%
0.0%	2.7%
0.0%	2.6%
	0.0%
	0.0%

## REGENERATION, CULTURE, ENVIRONMENT & TRANSFORMATION

### Medway Adult Education

Academic Year Charges (from 1 August 2016)	Course fees (full) 2016/17 £	Course fees (concessionary 75%) 2016/17 £	Course fees (full) 2017/18 £	Course fees (concessionary 75%) 2017/18 £	Increase %	Increase %
<b>Adult Skills Courses</b>						
<i>Academic Year £ (per hour excluding registration fee):</i>	3.17	2.38	3.25	2.44	2.50%	2.50%
<i>20 guided learning hours including registration fee</i>	73.40	57.60	75.99	59.79	3.53%	3.80%
<i>40 guided learning hours including registration fee</i>	136.80	105.20	140.97	108.58	3.05%	3.21%
<i>60 guided learning hours including registration fee</i>	200.20	152.80	205.96	157.37	2.88%	2.99%
<i>80 guided learning hours including registration fee</i>	263.60	200.40	270.94	206.16	2.78%	2.87%
<b>Community Learning Courses</b>						
<i>Academic Year £ (per hour excluding registration fee):</i>	3.33	2.50	3.41	2.56	2.50%	2.50%
<i>3 guided learning hours including registration fee</i>	15.99	13.50	17.23	14.68	7.75%	8.74%
<i>10 guided learning hours including registration fee</i>	41.30	33.00	43.10	34.60	4.36%	4.85%
<i>20 guided learning hours including registration fee</i>	76.60	60.00	79.20	62.20	3.39%	3.67%
<i>40 guided learning hours including registration fee</i>	143.20	110.00	147.40	113.40	2.93%	3.09%
<i>60 guided learning hours including registration fee</i>	209.80	160.00	215.60	164.60	2.76%	2.88%
<b>Drawing and painting, pottery, ceramics, dressmaking and stained glass courses</b>						
<i>Academic Year £ (per hour excluding registration fee):</i>	3.33	2.50	3.50	2.62	5.00%	5.00%
<i>3 guided learning hours including registration fee</i>	15.99	13.50	17.50	14.86	9.44%	10.07%
<i>10 guided learning hours including registration fee</i>	41.30	33.00	44.00	35.20	6.54%	6.67%
<i>20 guided learning hours including registration fee</i>	76.60	60.00	81.00	63.40	5.74%	5.67%
<i>40 guided learning hours including registration fee</i>	143.20	110.00	151.00	115.80	5.45%	5.27%
<i>60 guided learning hours including registration fee</i>	209.80	160.00	221.00	168.20	5.34%	5.1%
<b>Commercial rate courses (non-SFA funded)</b>						
<i>Academic Year £ (per hour excluding registration fee):</i>	7.35	not applicable	7.72	not applicable	5.00%	not applicable
<i>20 guided learning hours including registration fee</i>	157.00	not applicable	165.35	not applicable	5.32%	not applicable
<i>57.5 guided learning hours including registration fee</i>	432.63	not applicable	454.76	not applicable	5.12%	not applicable

Additional charges - will be levied on individual courses to reflect costs of materials, examination fees and venue hire for external venues.  
Please refer to the directory of adult learning courses for the definitive price for particular courses.

### Settings

Standard classroom per hour	15.26	15.64	2.50%
ICT suite per hour	42.92	43.99	2.50%

## BUSINESS SUPPORT DIRECTORATE

	Fee 2016/17 £	Fee 2017/18 £	Increase %
<b>SALE OF AGENDAS</b>			
Annual charge per committee	100.00	100.00	0.00%
<b>PHOTOCOPYING CHARGE</b>			
Admin charge	2.21	2.26	2.50%
Each copy up to 20 copies	0.12	0.12	2.50%
Minimum charge (admin plus one copy)	2.33	2.38	2.50%
Each copy over 20	0.11	0.11	2.50%
<b>REGISTER OF ELECTORS (Statutory)</b>			
Full Register (restricted sales to credit agencies only) as at 1 December			
Full register - paper format	2016/17 fees will be subject to the 2016 published Register	2017/18 fees will be subject to the 2017 published Register	
Full register - data format			
Edited register - paper format			
Edited register - data format			
Postage & packing	25.00	25.63	2.50%
Street Index	15.00	15.38	2.50%
Sale of Medway ward map	15.00	15.38	2.50%
Letter of confirmation on Register of Electors	10.00	10.25	2.50%
Confirmation of "proof of life" for pensions		10.00 new charge	



## BUSINESS SUPPORT DIRECTORATE

	Fee 2016/17 £	Fee 2017/18 £	Increase %
(All charges do not include VAT. If the VAT status of any fees/charges changes during the year, VAT will be added to the fees listed as appropriate)			
<b>LOCAL LAND CHARGES</b>			
LLC1 only	25.00	25.00	0.00%
Additional parcel of land	20.00	20.00	0.00%
Standard search including LLC1 fee	75.00	75.00	0.00%
Additional parcel of land with Standard Search	35.00	35.00	0.00%
Additional parcel of land with CON29 only	15.00	15.00	0.00%
<i>Commercial requests e.g shopping centre or new development officially named &amp; numbered - fee on request, but maximum of:</i>	2,500.00	2500.00	0.00%
Expedited Service for Standard search - returned electronically within 1 working day	15.00	15.00	0.00%
Updated service for Full search - first 3 months free	0.00	0.00	0.00%
Updated service for Full search - fee imposed for 3-6 months	40.00	40.00	0.00%
Inspection of LLC Register under EIR	0.00	0.00	0.00%
Enhanced personal search service for the LLC Register	11.00	11.00	0.00%
<b>Fees in respect of revisions to Con29 that came into force on 4th July 2016</b>			
Part II printed enquiry - Con29O Questions 4 to 21	10.00	10.00	0.00%
Part II printed enquiry - Con29O Question 22 (Common Land and Village Greens)	15.00	15.00	0.00%
Enhanced component data service - Con29 Questions 1.1(Planning); 1.2; 2.1; 3.1 to 3.7 and 3.9 to 3.15	2.50	2.50	0.00%
Enhanced component data service - Con29 Questions 1.1(Building Control); 2.2-2.5 (Public Rights of Way) and 3.8 (Building Regulations)	3.00	3.00	0.00%
Registration of a charge in Part 11 of the register	70.00	70.00	0.00%
Filing a definitive certificate of the Lands Tribunal under rule 10(3)	15.00	15.00	0.00%
Filing a judgement, order or application for the variation or cancellation of an entry in Part 11 of the register	20.00	20.00	0.00%
Inspection of documents filed under rule 10 in respect of each parcel of land	5.00	5.00	0.00%
Official search (including issue of official certificate of search): -			
a) in any one part of the register	5.00	5.00	0.00%
b) in the whole of the register			
(i) where the request is made by electronic means in accordance with rule 16	25.00	25.00	0.00%
(ii) in any other case	25.00	25.00	0.00%
And in addition, in respect of each parcel of land above one, where under rule 11(3) more than one parcel is included in the same requisition (where the requisition is for a search in the whole or in any part of the register), subject to a maximum of £240	20.00	20.00	0.00%
Office copy of an entry in the register (not including a copy or extract of any plan or document filed pursuant to these Rules)	2.50	2.50	0.00%
Office copy of any plan or other documents filed pursuant to the Rules	2.50	2.50	0.00%

## BUSINESS SUPPORT DIRECTORATE

	Fee 2016/17 £	Fee 2017/18 £	Increase %
(All charges do not include VAT. If the VAT status of any fees/charges changes during the year, VAT will be added to the fees listed as appropriate)			
<b>Provision under, or for the purposes of which, the application is made in respect of Commons &amp; Village Greens</b>			
Regulation 44 - declaration of entitlement to exercise a right of common	25.00	25.00	0.00%
Section 6 of the 2006 Act - creation of a right of common resulting in the registration of new common land	No fee	No fee	
Section 6 of the 2006 Act - creation of a right of common over existing common land	100.00	100.00	0.00%
Section 7 of the 2006 Act - variation of a right of common	100.00	100.00	0.00%
Section 8 of the 2006 Act - apportionment of a right of common	100.00	100.00	0.00%
Section 10 of the 2006 Act - attachment of a right of common	No fee	No fee	
Section 11 of the 2006 Act - re-allocation of attached rights	100.00	100.00	0.00%
Section 12 of the 2006 Act - transfer of a right in gross	40.00	40.00	0.00%
Section 13 of the 2006 Act - surrender or extinguishment of a right of common	80.00	80.00	0.00%
Schedule 4, paragraph 8 - statutory disposition pursuant to s.14 of the 2006 Act (including the exchange of land for land subject to a statutory disposition)	150.00	150.00	0.00%
Section 15A of the 2006 Act; s.15 Growth and Infrastructure Act 2013 - landowner statement	250.00	250.00	0.00%
s.31(6) Highways Act 1980 - joint landowner statements and declarations	350.00	350.00	0.00%
Section 15(1) of the 2006 Act - registration of a new town or village green, other than by the owner	No fee	No fee	
Section 15(8) of the 2006 Act - registration of a new town or village green	No fee	No fee	
Section 19 of the 2006 Act - correction, for the purpose of section 19(2)(a), of a mistake made by registration authority	No fee	No fee	
Section 19 of the 2006 Act - correction, for a purpose described in section 19(2)(b), (c) or (e)	100.00	100.00	0.00%
Section 19 of the 2006 Act - correction, for a purpose described in section 19(2)(d) (Per register unit)	15.00	15.00	0.00%
Schedule 1, paragraph 1(6)(b), to the 2006 Act - severance by transfer to public bodies	80.00	80.00	0.00%
Schedule 1, paragraph 3(7)(b), to the 2006 Act - severance authorised by order	80.00	80.00	0.00%
Schedule 2, paragraph 2 or 3, to the 2006 Act - non-registration of common land or town or village green	No fee	No fee	
Schedule 2, paragraph 4, to the 2006 Act - waste land of a manor not registered as common land	No fee	No fee	
Schedule 2, paragraph 5, to the 2006 Act - town or village green wrongly registered as common land	No fee	No fee	
Schedule 2, paragraphs 6 - 9, to the 2006 Act - deregistration of certain land registered as common land or as a town or village green	750.00	750.00	0.00%
Schedule 3, paragraph 2 to the 2006 Act: application made during the transitional application period - for any purpose listed	No fee	No fee	

## BUSINESS SUPPORT DIRECTORATE

	Fee 2016/17 £	Fee 2017/18 £	Increase %
(All charges do not include VAT. If the VAT status of any fees/charges changes during the year, VAT will be added to the fees listed as appropriate)			
Schedule 3, paragraph 2 or 4, to the 2006 Act: application made after the end of the transitional application period - creation of a right of common	190.00	190.00	0.00%
Schedule 3, paragraph 2 or 4 to the 2006 Act: application made after the end of the transitional application period - surrender or extinguishment of a right of common	100.00	100.00	0.00%
Schedule 3, paragraph 2 or 4 to the 2006 Act: application made after the end of the transitional application period - variation of a right	180.00	180.00	0.00%
Schedule 3, paragraph 2 or 4 to the 2006 Act: application made after the end of the transitional application period apportionment of a right of common (to facilitate any other purpose)	160.00	160.00	0.00%
Schedule 3, paragraph 2 or 4 to the 2006 Act: application made after the end of the transitional application period - severance of a right of common	100.00	100.00	0.00%
Schedule 3, paragraph 2 or 4 to the 2006 Act: application made after the end of the transitional application period - transfer of a right in gross	100.00	100.00	0.00%
Schedule 3, paragraph 2 or 4 to the 2006 Act: application made after the end of the transitional application period - statutory disposition (including the exchange of land for land subject to a statutory disposition)	180.00	180.00	0.00%
<b>LICENSING</b>			
<b><i>Sex Shop &amp; Sex Cinema</i></b>			
- New	4,300.00	4,300.00	0.00%
- Renewal and transfer	2,700.00	2,700.00	0.00%
<b><i>Sexual Entertainment Venues</i></b>			
- New	4,300.00	4,300.00	0.00%
- Renewal (dealt with in the same way as new application)	4,300.00	4,300.00	0.00%

## BUSINESS SUPPORT DIRECTORATE

	Fee 2016/17 £	Fee 2017/18 £	Increase %
(All charges do not include VAT. If the VAT status of any fees/charges changes during the year, VAT will be added to the fees listed as appropriate)			
<b>Street Trading</b>			
Street Trading Consent	280.00	280.00	0.00%
Street Trading Consent – Festivals (per day)	50.00	50.00	0.00%
<b>Scrap Metal</b>			
Three year site licence	350.00	350.00	0.00%
Three year collectors licence	175.00	175.00	0.00%
Variation of licence	75.00	75.00	0.00%
Copy of licence (if lost or stolen)	25.00	25.00	0.00%
<b>Hackney Carriage and Private Hire Fees</b>			
Vehicle Licence Fees (press notice needed)			
- Vehicles under 3 years old	80.00	80.00	0.00%
- Vehicles 3 – 5 years old	130.00	130.00	0.00%
- Vehicles over 5 years old	140.00	140.00	0.00%
Drivers Licence (3 year)	160.00	160.00	0.00%
Knowledge Test	65.00	65.00	0.00%
Operators Fees (press notice needed)			
Operators Licence A (1-6 vehicles) - 3-year	270.00	270.00	0.00%
Operators Licence B (7-12 vehicles) - 3-year	600.00	600.00	0.00%
Operators Licence C (over 12 vehicles) - 3-year	945.00	945.00	0.00%
Plate Replacements	25.00	25.00	0.00%
Transfer of Ownership	25.00	25.00	0.00%
Driver licence badge replacement	5.00	5.00	0.00%
Application Fee	25.00	25.00	0.00%
Duplicate Licence Fee	10.50	10.50	0.00%

### **Licensing Act 2003 Fees and Charges (Set by Government)**

#### **Premises License, Club Premises Certificate, Variation and Conversion Fees**

New premises fees structure is based on NNDR values

## BUSINESS SUPPORT DIRECTORATE

	Fee 2016/17 £	Fee 2017/18 £	Increase %
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(All charges do not include VAT. If the VAT status of any fees/charges changes during the year, VAT will be added to the fees listed as appropriate)

New Applications for premises licence, Club premises certificate, Variation (not changes of name and address etc. or change of designated premises supervisor), including grandfather conversion and variations in transition period.

BAND A £0 - £4,300	100.00	100.00	0.00%
BAND B £4,301 - £33,000	190.00	190.00	0.00%
BAND C £33,001 - £87,000	315.00	315.00	0.00%
BAND D £87,001 - £125,000	450.00	450.00	0.00%
BAND E £125,001 and over	635.00	635.00	0.00%

Fee per band annual charge for premises licences and club premises certificates

BAND A £0 - £4,300	70.00	70.00	0.00%
BAND B £4,301 - £33,000	180.00	180.00	0.00%
BAND C £33,001 - £87,000	295.00	295.00	0.00%
BAND D £87,001 - £125,000	320.00	320.00	0.00%
BAND E £125,001 and over	350.00	350.00	0.00%

Additional Fee for exceptionally large scale events requiring premises licenses, based on occupancy.

Number of Occupants

5,000 - 9,999	1,000.00	1,000.00	0.00%
10,000 - 14,999	2,000.00	2,000.00	0.00%
15,000 - 19,999	4,000.00	4,000.00	0.00%
20,000 - 29,999	8,000.00	8,000.00	0.00%
30,000 - 39,999	16,000.00	16,000.00	0.00%
40,000 - 49,999	24,000.00	24,000.00	0.00%
50,000 - 59,999	32,000.00	32,000.00	0.00%
60,000 - 69,999	40,000.00	40,000.00	0.00%
70,000 - 79,999	48,000.00	48,000.00	0.00%
80,000 - 89,999	56,000.00	56,000.00	0.00%
90,000 and over	64,000.00	64,000.00	0.00%

### ***Licensing Act 2003 Fees and Charges (Set by Government)*** **(cont)**

Additional Annual Fee for exceptionally large scale events requiring premises licenses, based on occupancy.

Number of Occupants

5,000 - 9,999	500.00	500.00	0.00%
10,000 - 14,999	1,000.00	1,000.00	0.00%

## BUSINESS SUPPORT DIRECTORATE

	Fee 2016/17 £	Fee 2017/18 £	Increase %
(All charges do not include VAT. If the VAT status of any fees/charges changes during the year, VAT will be added to the fees listed as appropriate)			
15,000 - 19,999	2,000.00	2,000.00	0.00%
20,000 - 29,999	4,000.00	4,000.00	0.00%
30,000 - 39,999	8,000.00	8,000.00	0.00%
40,000 - 49,999	12,000.00	12,000.00	0.00%
50,000 - 59,999	16,000.00	16,000.00	0.00%
60,000 - 69,999	20,000.00	20,000.00	0.00%
70,000 - 79,999	24,000.00	24,000.00	0.00%
80,000 - 89,999	28,000.00	28,000.00	0.00%
90,000 and over	32,000.00	32,000.00	0.00%

Minor Variation Application - Premises Licence	89.00	89.00	0.00%
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### ***Personal Licences***

Personal fee	37.00	37.00	0.00%
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### ***Miscellaneous Licence Fees and Charges***

Application for copy of licence or summary on theft, loss etc. of premises licence or summary	10.50	10.50	0.00%
Notification of change of name or address (holder of premise licence)	10.50	10.50	0.00%
Application to vary /specify individual as premises supervisor	23.00	23.00	0.00%
Application to transfer premises licence	23.00	23.00	0.00%
Interim authority notice	23.00	23.00	0.00%
Application for making a provisional statement	315.00	315.00	0.00%
Application for copy of certificate or summary on theft, loss etc. of certificate or summary	10.50	10.50	0.00%
Notification of change of name or alteration of club rules	10.50	10.50	0.00%
Change of relevant registered address of club	10.50	10.50	0.00%
Temporary event notice	21.00	21.00	0.00%
Application for copy of notice on theft, loss etc. of temporary event notice	10.50	10.50	0.00%
Application for copy of licence on theft, loss etc. of personal licence	10.50	10.50	0.00%
Notification of change of name or address (personal licence)	10.50	10.50	0.00%
Notice of interest in any premises	21.00	21.00	0.00%
Right of freeholder etc. to be notified of licensing matters	21.00	21.00	0.00%

### **Amusement with Prize Machines (Set by Government - No discretion for local authorities)**

### **GAMBLING ACT 2005**

Premises Licence (Maximum Fee set by Government - local authorities have discretion to set fees based on cost)

## BUSINESS SUPPORT DIRECTORATE

	Fee 2016/17 £	Fee 2017/18 £	Increase %
(All charges do not include VAT. If the VAT status of any fees/charges changes during the year, VAT will be added to the fees listed as appropriate)			
<b>Application to Vary</b>			
New Small Casino		2,000.00	
New Large Casino		3,000.00	
Regional Casino		4,000.00	
Betting (Track)	975.00	975.00	0.00%
Betting (Other)	1,230.00	1,230.00	0.00%
Family Entertainment Centre	925.00	925.00	0.00%
Adult Gaming Centre	925.00	925.00	0.00%
Bingo	1,550.00	1,550.00	0.00%

### **New Premises Application and Applications for Provisional Statement**

New Small Casino		5,000.00	
New Large Casino		7,500.00	
Regional Casino		10,000.00	
Betting (Track)	1,800.00	1,800.00	0.00%
Betting (Other)	2,550.00	2,550.00	0.00%
Family Entertainment Centre	1,550.00	1,550.00	0.00%
Adult Gaming Centre	1,550.00	1,550.00	0.00%
Bingo	3,050.00	3,050.00	0.00%

### **Licence Application (Provisional Statement holders)**

New Small Casino		2,000.00	
New Large Casino		3,000.00	
Regional Casino		5,000.00	
Betting (Track)	950.00	950.00	0.00%
Betting (Other)	1,200.00	1,200.00	0.00%
Family Entertainment Centre	925.00	925.00	0.00%
Adult Gaming Centre	925.00	925.00	0.00%
Bingo	925.00	925.00	0.00%
Copy of a Licence	25.00	25.00	0.00%
Notification of Change of Circumstances	50.00	50.00	0.00%

### **Application to Transfer/Reinstatement of Licence**

New Small Casino		1,000.00	
New Large Casino		1,500.00	
Regional Casino		3,000.00	
Betting (Track)	925.00	925.00	0.00%
Betting (Other)	925.00	925.00	0.00%
Family Entertainment Centre	585.00	585.00	0.00%
Adult Gaming Centre	870.00	870.00	0.00%
Bingo	870.00	870.00	0.00%

## BUSINESS SUPPORT DIRECTORATE

	Fee 2016/17 £	Fee 2017/18 £	Increase %
(All charges do not include VAT. If the VAT status of any fees/charges changes during the year, VAT will be added to the fees listed as appropriate)			
<b>Annual Fee</b>			
New Small Casino		3,000.00	
New Large Casino		5,000.00	
Regional Casino		7,500.00	
Betting (Track)	975.00	975.00	0.00%
Betting (Other)	450.00	450.00	0.00%
Family Entertainment Centre	585.00	585.00	0.00%
Adult Gaming Centre	925.00	925.00	0.00%
Bingo	925.00	925.00	0.00%

## PERMITS (Set by Government - No discretion for local authorities)

### **Licensed Premises Gaming Machine Permit**

Grant	150.00	150.00	0.00%
Existing operator grant	100.00	100.00	0.00%
Variation	100.00	100.00	0.00%
Transfer	25.00	25.00	0.00%
Annual Fee	50.00	50.00	0.00%
Change of Name	25.00	25.00	0.00%
Copy of Permit	15.00	15.00	0.00%

### **Licensed Premises Automatic Notification Process (2 or less gaming machines)**

On notification	50.00	50.00	0.00%
Copy of notification	10.50	10.50	0.00%

### **Club Gaming Permits**

Grant	200.00	200.00	0.00%
Grant (Club Premises Certificate holder)	100.00	100.00	0.00%
Existing Operator Grant	100.00	100.00	0.00%
Variation	100.00	100.00	0.00%
Renewal	200.00	200.00	0.00%
Renewal (Club Premises Certificate holder)	100.00	100.00	0.00%
Annual Fee	50.00	50.00	0.00%
Copy of Permit	15.00	15.00	0.00%



## BUSINESS SUPPORT DIRECTORATE

	Fee 2016/17 £	Fee 2017/18 £	Increase %
(All charges do not include VAT. If the VAT status of any fees/charges changes during the year, VAT will be added to the fees listed as appropriate)			
<b>Club Machine Permits</b>			
Grant	200.00	200.00	0.00%
Grant (Club Premises Certificate holder)	100.00	100.00	0.00%
Existing Operator Grant	100.00	100.00	0.00%
Variation	100.00	100.00	0.00%
Renewal	200.00	200.00	0.00%
Renewal (Club Premises Certificate holder)	100.00	100.00	0.00%
Annual Fee	50.00	50.00	0.00%
Copy of Permit	15.00	15.00	0.00%
<b>Family Entertainment Centre Gaming Machine Permits</b>			
Grant	300.00	300.00	0.00%
Renewal	300.00	300.00	0.00%
Existing Operator Grant	100.00	100.00	0.00%
Change of Name	25.00	25.00	0.00%
Copy of Permit	15.00	15.00	0.00%
<b>Prize Gaming Permits</b>			
Grant	300.00	300.00	0.00%
Renewal	300.00	300.00	0.00%
Existing Operator Grant	100.00	100.00	0.00%
Change of Name	25.00	25.00	0.00%
Copy of Permit	15.00	15.00	0.00%
<b>Small Lottery Registration</b>			
Grant	40.00	40.00	0.00%
Annual Fee	20.00	20.00	0.00%

## ST GEORGE'S CENTRE HALL HIRE RATES

(Bank Holidays, New Years Eve and Christmas On Application)

### Monday - Thursday

Half Day 9am - 12.30pm or 1.30pm to 5pm			
- Charity/Community Groups	285.00	292.00	2.46%
- All Others	350.00	359.00	2.57%
Full Day 9am - 5pm			
- Charity/Community Groups	525.00	538.00	2.48%
- All Others	650.00	666.00	2.46%
Evening 6pm - 12 midnight			
- Charity/Community Groups	370.00	379.00	2.43%

## BUSINESS SUPPORT DIRECTORATE

	Fee 2016/17 £	Fee 2017/18 £	Increase %
(All charges do not include VAT. If the VAT status of any fees/charges changes during the year, VAT will be added to the fees listed as appropriate)			
- All Others	465.00	477.00	2.58%
<b>Friday, Saturday or Sunday</b>			
Half Day 9am - 12.30pm or 1.30pm to 5pm			
- Charity/Community Groups	285.00	292.00	2.46%
- All Others	350.00	359.00	2.57%
Full Day 9am - 5pm			
- Charity/Community Groups	525.00	538.00	2.48%
- All Others	650.00	666.00	2.46%
Evening 6pm - 12 midnight			
- Charity/Community Groups	560.00	574.00	2.50%
- All Others	700.00	718.00	2.57%
<b>Audio Visual Equipment</b>			
Half Day 9am - 12.30pm or 1.30pm to 5pm			
- Charity/Community Groups	95.00	97.00	2.11%
- All Others	120.00	123.00	2.50%
Full Day 9am - 5pm			
- Charity/Community Groups	170.00	174.00	2.35%
- All Others	210.00	215.00	2.38%
Evening 6pm - 12 midnight			
- Charity/Community Groups	145.00	149.00	2.76%
- All Others	185.00	190.00	2.70%
<b>Use of Catering Kitchen</b>			
Half Day 9am - 12.30pm or 1.30pm to 5pm			
- Charity/Community Groups	38.00	39.00	2.63%
- All Others	48.00	49.00	2.08%
Full Day 9am - 5pm			
- Charity/Community Groups	70.00	72.00	2.86%
- All Others	86.00	88.00	2.33%
Evening 6pm - 12 midnight			
- Charity/Community Groups	92.00	94.00	2.17%
- All Others	115.00	118.00	2.61%

## CHILDRENS AND ADULTS DIRECTORATE

	Fee 2016/17	Proposed Fee 2017/18	Increase
	£	£	%
<b><u>SOCIAL CARE</u></b>			
<b><u>Meals Delivery Service</u></b>			
NB: Income collected directly by supplier who bills for a net amount	4.00	4.00	0.00%
<b><u>Client Financial Affairs - Charge for Service</u></b>			
Service user savings			
Under £500	No charge	No Charge	
£500 - £2,999.99	£5 per week	£50 per year	
£3,000 - £9,999	3% annual charge	£5 per week (£260 per year)	
£10,000 - £15,999		3% of assets held - annual charge	
£16,000 and over	£585 annual charge	Equal to Court Of Protection Category II b fee (Currently £585)	
<b><u>Estate Management Work</u></b>			
Work done on behalf of estate after CFA client passes away	350.00	350.00	0.00%

**CHILDRENS AND ADULTS DIRECTORATE**

	<b>Fee 2016/17</b>	<b>Proposed Fee 2017/18</b>	<b>Increase</b>
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	<b>£</b>	<b>£</b>	<b>%</b>
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**Parklands**

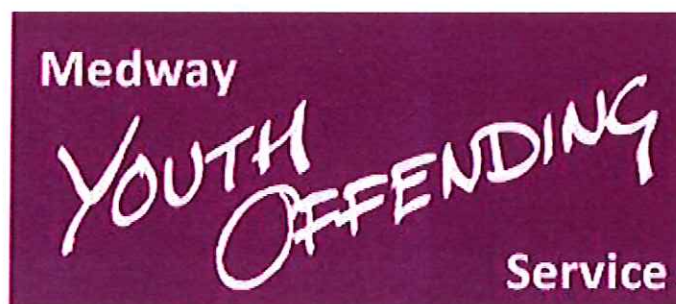
After School Club (per child per session)	9.25	9.25	0.00%
Half Term (per child per session)	17.50	17.50	0.00%
Easter and Summer Play Schemes (per child per session)	17.50	17.50	0.00%
Saturday Club (per child per session)	17.50	17.50	0.00%

**Fostering**

Independent Fostering Agencies/Other Local Authorities foster carer check	51.25	51.25	0.00%
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**HOME TO SCHOOL/COLLEGE TRANSPORT**

Vacant Seats Payment	600.00	600.00	0.00%
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**A RESTORATIVE APPROACH TO  
COMMUNITY JUSTICE**

Strood Youth Centre, Montfort Road  
Rochester, Kent, ME2 3ET

# MEDWAY YOUTH OFFENDING

## STRATEGIC PLAN

2016-2017

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## Introduction

This document sets out our aims and objectives for the period April 2016 to March 2017 in relation to working with young people who offend or who are at risk of offending. The plan will cover one year with a view to an extension as a new structure is devised for joint services within the Children Services portfolio.

Medway has seen a continuing reduction in the number of first time entrants to the Youth Justice System; a significant element of this success has been the implementation of the new out of court disposal processes delivered by Kent Police in partnership with the Youth Offending Team and Kent Youth Offending Service. We have also seen the emergence of a growing body of intelligence that suggests gang based drugs supply, violence, and the sexual exploitation of adults and children is starting to materialise within Medway. The plan takes into account the continuing evolving environment in which the Youth Offending Service now operate within as a result of the reduction of central government targets and what is now a hands off approach by the Youth Justice Board who now have a policy of local determination and providing support rather than regulation.

There have been significant reductions in funding for 2016/2017 from all YOT financial contributors. The future level of financial support from the YJB remains a concern and what conditions may be imposed in respect of continuing support. We are not in a clear position to predict funding commitments from Medway Council once IYSS is part of a newly structured Children's service. However, this will provide funding for all of the services in the new financial portfolio and deliver services alongside Early Help and Children's Social Care.

A newly appointed Kent Police & Crime Commissioner (PCC), will consider a future funding application from Medway YOT as the new PCC plan is put into place

The reduction in financial contribution and staffing from the NPS as a result of the newly formulated funding formula and reduced staffing from Health are commensurate with falling caseloads, however there will need to be a close and regular evaluation of clients needs as the cases become more complicated and high in need.

The current Youth Justice planning context now allows for both targets and priorities for youth offending to be determined locally so that they reflect the objectives of both the Medway YOT Management Board and wider YOT partnership.

We recognise that whilst the primary function of the Medway Youth Offending Service is to prevent youth offending and reduce the impact of youth crime upon our community, another major factor that needs to be taken into consideration is that these children are also 'children in need' for whom we have a duty to provide support.

The plan also highlights the need to respond to the continuing outcomes of legislative changes and new working arrangements being developed within the YOT. We will need to respond appropriately to the findings and recommendations of the 'Review of the Youth justice System' due December 2016.

Delivering value for money, achieving the best outcomes for young people, their families and victims of crime remains our overarching priorities for the service.



The Junior Attendance Centre has been remodelled and went live in April 2016 and will be the subject of a regular review and evaluation. Reparation, Out of Court disposals and Unpaid Work continue, but are being evaluated to allow productive joint working with the Youth Service.

The current plan continues to build on the successes of the previous plan, which has seen rising levels of performance in respect of:

- Reducing offending rates.
- Reducing the use of custody for remands or sentencing.
- Maintaining high levels of young people in Education, Training or Employment.
- Ensuring that young people are provided with suitable accommodation while serving community sentences or returning to the community from custody.

A range of statistical information can be found at Appendix 1, which helps to establish the local context in respect of local background information, which has an impact upon the YOT and the environment within which it operates.

## National Context

“The Youth Justice System” is the formal process that begins once a child reaches the age of 10 years but under the age of 18 years and:

- has committed an offence
- receives an out of court disposal
- or is charged to appear in court

The Youth Justice System was set up under the Crime and Disorder Act 1998. The aim of the Youth Justice System is to prevent offending by children and young people aged 10 to 17 years. As part of that Act, local Youth Offending Services were established and are supported by the National Youth Justice Board.

The role of the Youth Justice Board is to:

- Oversee the Youth Justice System in England and Wales
- Work to prevent offending and reoffending by children and young people under the age of 18
- Ensure that custody for them is safe, secure, and addresses the causes of their offending behaviour

The Youth Justice Board are also committed to supporting local Youth Offending Services to deliver against three outcomes which have been set by central government, these are listed below, which Medway is fully committed to.

- Reducing the number of first time entrants to the Youth Justice System
- Reducing re-offending of those young people already within the Youth Justice System.
- Reducing the number of young people receiving a custodial sentence.<sup>1</sup>

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<sup>1</sup> <http://open.justice.gov.uk/breaking-the-cycle-response.pdf> & Youth Justice Board Corporate Plan 2012 - 15

## Medway's Youth Offending Service

It is the duty of all agencies to try to reduce offending behaviour under the Crime and Disorder Act 1998. Medway Youth Offending Service is a partnership of voluntary and statutory agencies.

Our Youth Offending Team (YOT) is staffed by a multi-agency team working with children and young people who have demonstrated or are at risk of developing anti-social behaviour.

The service currently consists of approximately twenty staff drawn from six partnership agencies (Appendix 2 - Medway Youth Offending Team Areas of Responsibility & Reporting) which includes the Youth Service as a key partner and deliverer.

In addition there is a detached team of staff located at Cookham Wood Young Offenders Institution (YOI), with the aim of providing a comprehensive resettlement service.

### Partnership Agencies

- Medway Council (Children's Social Care, Youth Service and Education)
- Kent Police
- National Probation Service
- Community Rehabilitation Company (Kent, Surrey & Sussex)
- Medway Youth Trust (Youth Employment Service)
- Open Road (Addictions Service)
- Medway Community Health Care
- Kent Police and Crime Commissioner
- Cookham Wood YOI

The team works closely with young people and their families to provide an early intervention service to curtail anti-social behaviour and to prevent crime. It assists victims of crime and where appropriate, includes them in the Youth Justice process to take part in a Restorative Justice programme.

Youth Offending Team (YOT) workers also provide intensive supervision and surveillance programmes for persistent young offenders and operate effective plans for preparing young people to return into the community from custody and reduce the risk of them re-offending.

Parenting support will be provided by a Family Therapist, who will build upon the work of the formal Family Functional Therapist work which proved invaluable in reducing reoffending within hard to reach families.

An Integrated Youth Support Service Strategic Manager leads the Youth Offending Team, supported by an Operations & Performance Manager and a Practice Manager.

To help drive forward the work of the Youth Offending Service, a Medway Youth Offending Service Management Board is in place which is made up of Senior Managers and officers from across the partnership agencies. The Board formally meet four times a year and is chaired by the Chief Executive of Medway Council. Current representation on the YOT Management Board Includes:

- Chief Executive Medway Council
- Police Crime and Commissioners Office

- Lead Member for Children's Services
- Chairman of North Kent Youth Panel
- Head of Service Early Help
- Director of Rehabilitation (Intervention) Kent Surrey and Sussex, Community Rehabilitation Company Ltd
- IYSS Manager Medway Council
- Local Partnership Adviser  
South East Business area Youth Justice Board
- Associate Director Therapies and Children MCH
- Service Manager YOT Medway Council
- Housing Manager Medway Council
- Assistant Director School Effectiveness and Inclusions Medway Council
- Medway Youth Trust/Youth and Employment Services
- Commissioner, Partnership Commissioning Team Medway Council
- Senior Probation Officer National Probation Service
- Chief Superintendent, North Division Commander, Kent Police

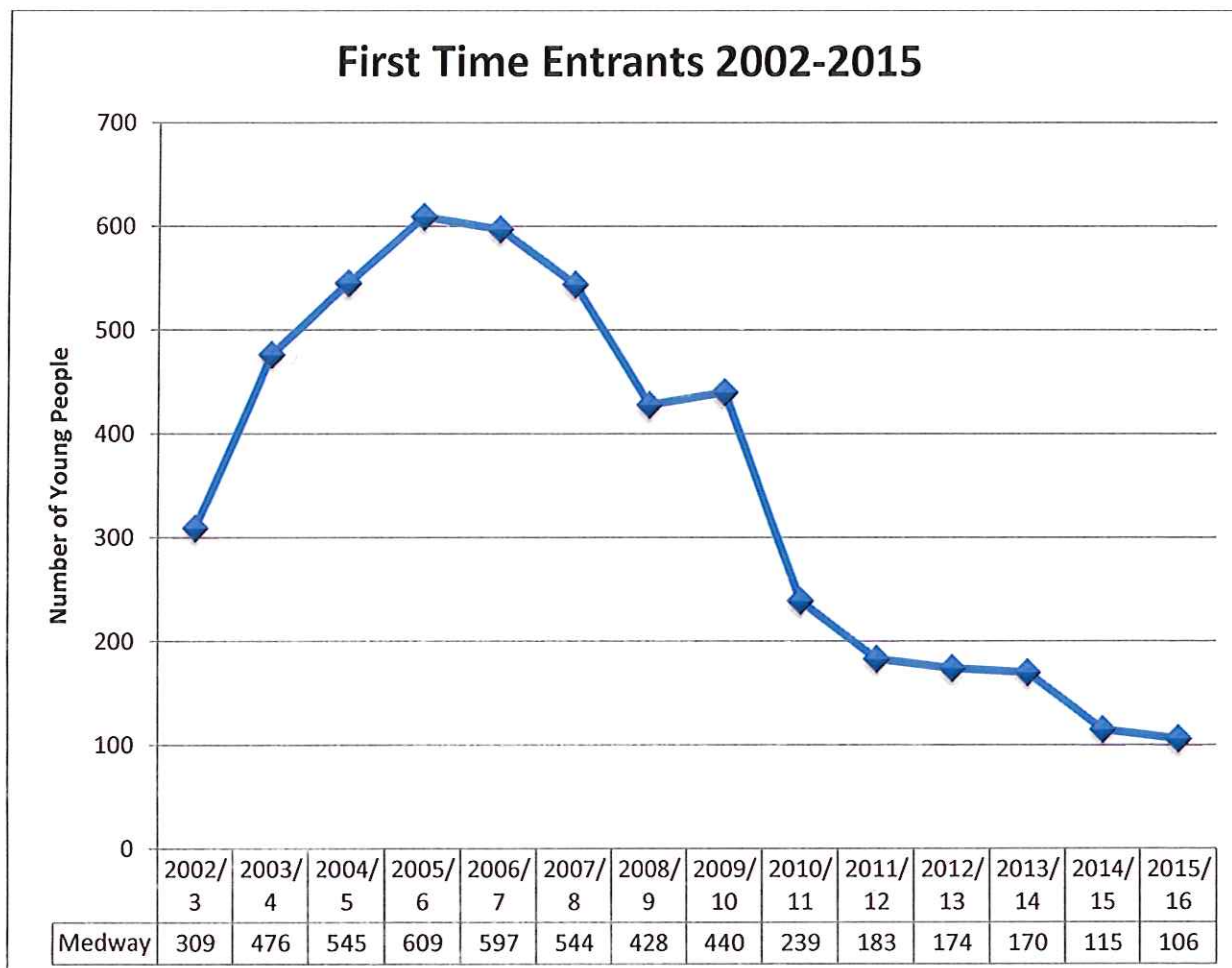
The YOT Management Board has a well-defined role in setting the strategic objectives of the YOT, ensuring that it is adequately resourced to carry out its functions, scrutinise the work of the YOT and act as "critical friend" across a range of activities and functions, with a particular emphasis around safeguarding and risk.



## Youth Crime in Medway

### First Time Entrants

Table 1 shows the actual number of young people aged 10-17 years receiving their first reprimand, warning or conviction.



**Table 1**

Since 2005 Medway has seen a continual decrease in the number of young people aged 10 – 17 years receiving their first reprimand, warning or conviction, with the exception of a minor spike in 2009/2010. The introduction of the LASPO Act (Legal Aid, Sentencing and Punishment of Offenders Act 2012) can be seen in the flattening of the line through the periods 2011-12, 2012-13, 2014-15 and 2015-16.

# First Time Entrants Comparison 2011-2015

Comparison between rate of 10-17 year olds receiving their first reprimands, warning or conviction with Kent, Regional and National figures (at the rate per 100,000).<sup>2</sup>

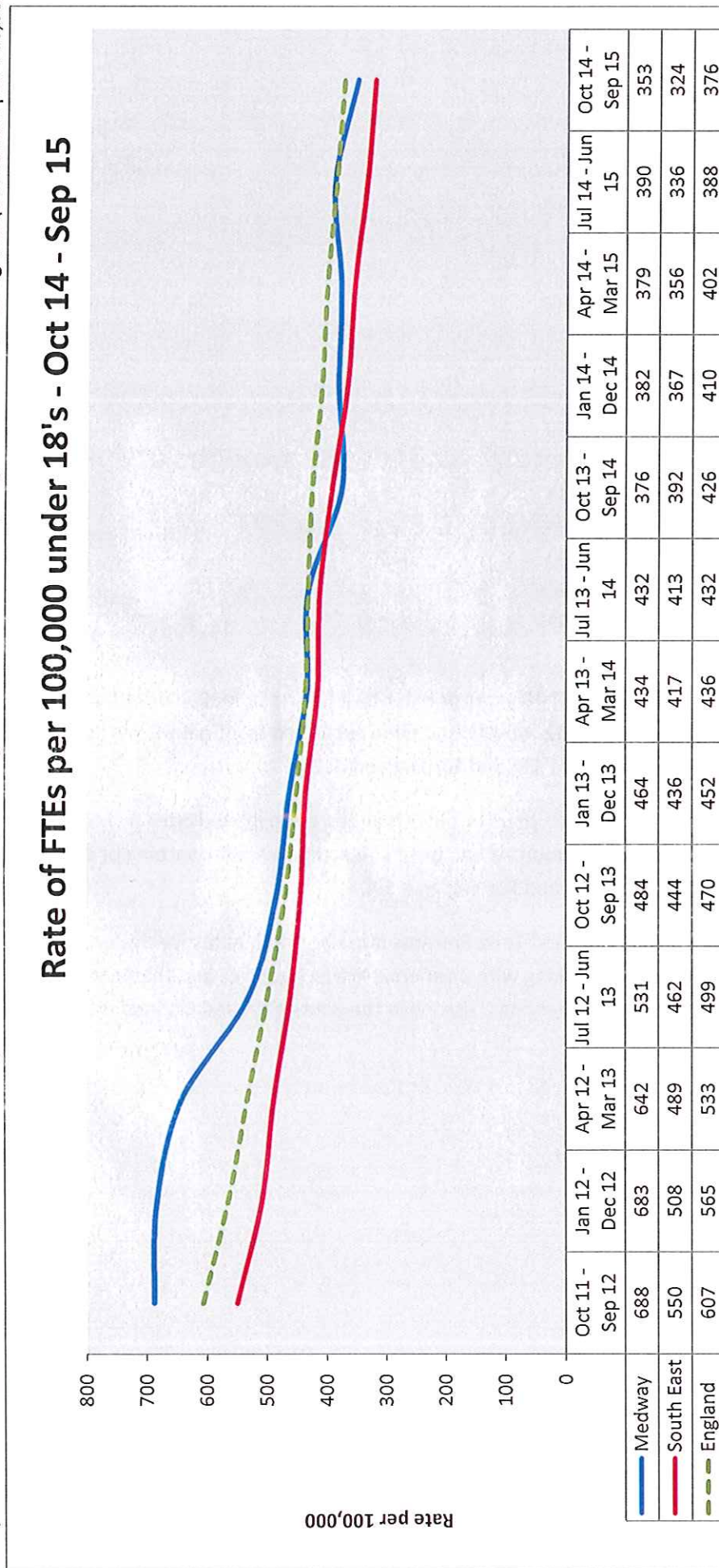


Table 2

<sup>2</sup> Source: Youth Justice Website - <http://www.justice.gov.uk/statistics/criminal-justice/criminal-justice-statistics>

## Looked After Children

Offending by children who have been looked after continuously for at least twelve months, 2015.<sup>3</sup>

	Number of children looked after at 31 March who had been looked after for at least 12 months	Number of looked after children aged 10 or older at 31 March	Looked after children aged 10 and above	
			Number convicted or subject to a final warning or reprimand during the year	Percentage convicted or subject to a final warning or reprimand during the year
Medway	250	165	15	8
Kent	1210	910	70	7
Thurrock	210	145	x	x
Southend-on-Sea	160	120	x	x
Havering	120	85	x	x
Swindon	165	120	10	8
Northamptonshire	555	390	30	8
Dudley	615	355	15	4
North Lincolnshire	130	85	x	x
Rotherham	290	200	15	8
South East	6190	4270	260	6
England	48090	31820	1650	5

Table 3

During 2013, 6.7% of children aged 10 years or older that had been looked after by Medway Council as at 31<sup>st</sup> March 2013 for at least 12 months had been subjected to a final warning or reprimanded. For the South East this Figure was 7.6% and For England, 6.2%.

During 2015 8% of children aged 10 years or older that had been looked after by Medway Council as at 31<sup>st</sup> March 2015 for at least 12 months had been subjected to a final warning or reprimanded. For the South East this Figure was 6% and For England, 5%.

Reducing Looked After Children, First Time Entrants into the Criminal Justice System is a major priority for the Medway YOT, working with partners, partner agencies and the Kent Criminal Justice Board, but currently Medway is showing a rise while the South East and England are both showing a decline.

<sup>3</sup> Source: SFR34\_2015\_Local\_Authority\_Tables <https://www.gov.uk/government/statistics/children-looked-after-in-england-including-adoption-2014-to-2015>



## Type of Offences

Offences committed by young people living in Medway, resulting in court outcomes during 2014/15, broken down by age, gender & ethnicity.<sup>4</sup>

Offences resulting in a disposal 2014/15				Age				Gender		Ethnicity						
Medway																
	10 - 14	15	16	17+	Female	Male	White	Mixed	Asian or Asian British	Black or Black British	Chinese or Other Ethnic Group	Not Known	TOTAL			
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0			
	1	0	0	6	0	7	0	1	1	1	4	0	7			
Breach Of Conditional Discharge	1	1	0	1	3	0	0	0	0	0	3	0	3			
	4	4	4	6	7	11	1	1	1	1	14	0	18			
Criminal Damage	31	11	14	18	15	59	1	1	3	4	65	0	74			
	0	0	0	0	0	0	0	0	0	0	0	0	0			
Death Or Injury By Dangerous Driving	5	1	4	3	1	12	0	0	1	4	8	0	13			
	0	2	7	21	0	30	2	5	7	0	16	0	30			
Domestic Burglary	3	0	1	1	4	1	0	0	0	0	5	0	5			
	0	0	7	17	0	24	0	0	0	9	15	0	24			
Fraud And Forgery	9	2	0	0	0	11	0	0	7	1	3	0	11			
	4	2	2	1	1	8	0	2	1	0	6	0	9			
Non Domestic Burglary	3	1	6	6	5	11	0	2	0	2	12	0	16			
	0	0	1	0	0	1	0	0	0	1	0	0	1			
Public Order	7	5	0	6	3	15	2	3	5	2	6	0	18			
	3	0	1	7	0	11	0	0	0	2	9	0	11			
Racially Aggravated	27	12	20	35	19	75	2	4	8	4	76	0	94			
	0	0	2	1	0	3	0	0	0	0	3	0	3			
Robbery	36	17	41	23	37	80	1	7	8	8	93	0	117			
	134	58	110	152	95	359	9	26	42	39	338	0	454			
TOTAL																

Table 4

<sup>4</sup> Source: Youth Justice Statistics Regional Data: <https://www.gov.uk/government/statistics/youth-justice-annual-statistics-2014-to-2015>



## Medway Offence Comparison between 2014 - 2015

Year	Total Offences
2013/14	461
2014/15	454
Change	-7
% Change	%-1.52

Table 5

## Use of Custody

How many young people during 2014/15 aged 10 to 17 years received a custodial sentence.<sup>5</sup>

	Custodial Sentences	10-17 Population 2014	Rate per 1,000 of 10-17 population
Medway	15	26,909	0.56
Kent	52	144,803	0.36
Thurrock	11	15,945	0.69
Southend-on-Sea	22	15,924	1.38
Havering	4	22,883	0.17
Swindon	3	19,756	0.15
Northamptonshire	18	67,496	0.27
Dudley	10	29,300	0.34
North Lincolnshire	6	15,125	0.40
Rotherham	10	24,429	0.41
South East	196	817,359	0.24
England & Wales Total	2,387	5,163,989	0.46

Table 6

<sup>5</sup> Youth Justice Statistics (Use of custody, regionally, 2014-15) - <https://www.gov.uk/government/statistics/youth-justice-annual-statistics-2014-to-2015>



## Client Outcomes

Client outcomes involving Medway children and young people during 2014/15<sup>6</sup>

Regional Disposals 2014/15	Age					Gender		Ethnicity					TOTAL
	10-14	15	16	17+		Female	Male	White	Mixed	Asian or Asian British	Black or Black British	Chinese or Other Ethnic Group	Not Known
<b>Pre-court</b>													
Youth Caution	43	27	32	19		28	93	4	2	10	103	2	0
Youth Conditional Caution	4	2	0	4		4	6	0	0	1	9	0	0
<b>First-tier</b>													
Absolute Discharge	1	0	0	0		0	1	0	0	0	1	0	0
Sentence Deferred	0	0	0	0		0	0	0	0	0	0	0	0
Conditional Discharge	2	3	6	6		4	13	0	1	0	15	1	0
Bind Over	0	0	0	0		0	0	0	0	0	0	0	0
Fine	0	0	6	7		0	13	0	0	0	9	4	0
Compensation Order	4	1	6	9		4	16	0	0	0	18	2	0
Referral Order	13	5	21	13		15	37	0	1	2	42	7	0
Absolute Discharge	0	0	0	0		0	0	0	0	0	0	0	0
<b>Community</b>													
Youth Default Order	0	0	0	0		0	0	0	0	0	0	0	0
Youth Rehabilitation Order	11	4	15	25		12	43	1	6	6	36	6	0
<b>Custody</b>													
Detention and Training Order	1	4	1	8		2	12	12	0	0	0	0	0
Section 90-91 Detention	0	0	0	0		0	0	0	0	0	0	0	0
Section 226b	0	1	0	0		0	1	0	0	0	0	0	0
<b>TOTAL</b>	79	47	87	91		69	235	6	11	23	239	25	0

Table 7

<sup>6</sup> Source: Youth Justice Statistics Regional Data (Disposals by Region) - <https://www.gov.uk/government/statistics/youth-justice-annual-statistics-2014-to-2015>

## Re-offending

Medway had a binary rate rise of 6 percentage points in comparison to the same quarter in the previous year. In the same period Kent saw a lesser rise; both YOTs having a similar re-offending rate, just below the National Average, but marginally above the Regional one. Nationally there has been slight rise in the rates of proven re-offending in the sample period, but the regional rate is the same.

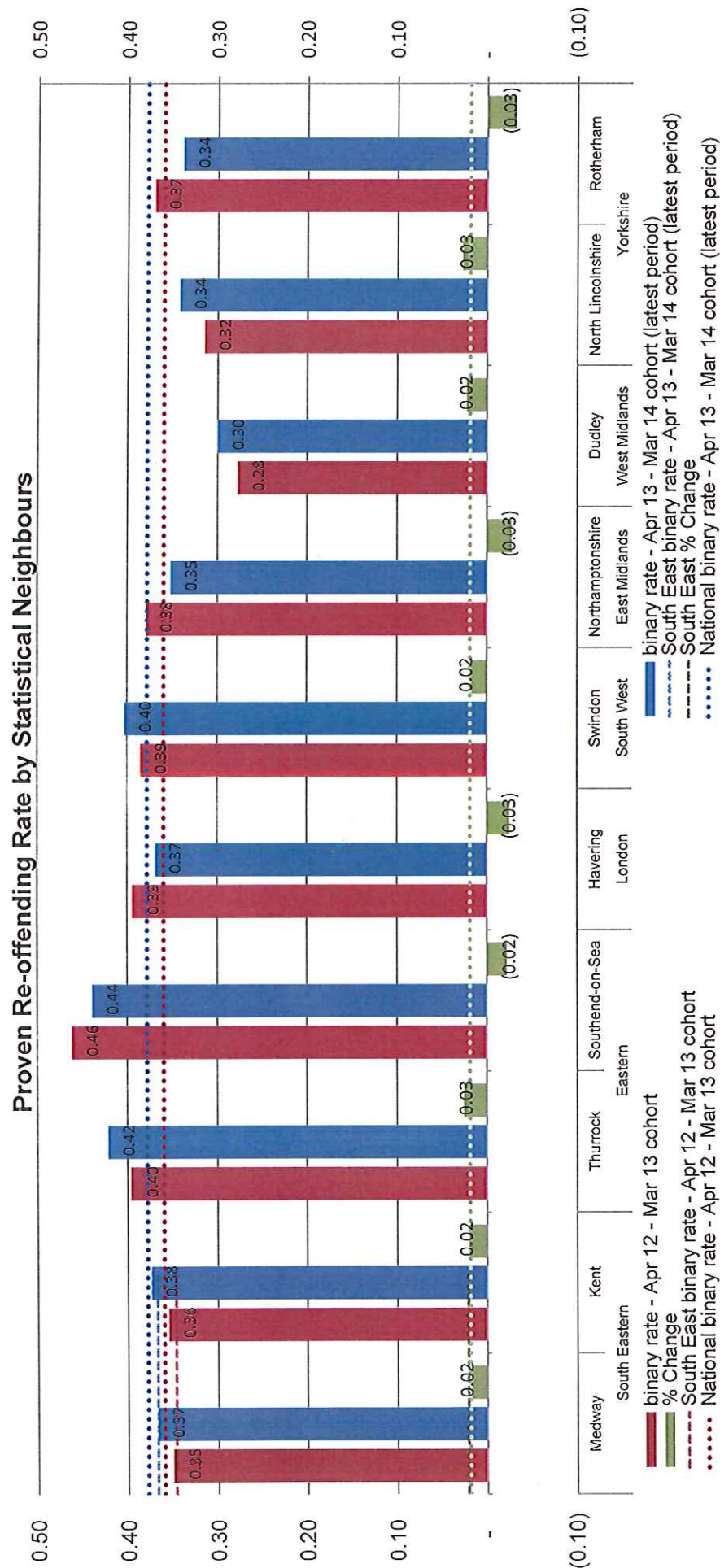


Table 8



# Medway YOT Quarterly performance for 2015/16

APPENDIX A

Quarterly Monitoring Indicators		Counting Method	Target	2012-13	2013-14	2014-15	Q1	Q2	Q3	Q4	2015-16 OUTTURN	RAG
FTE <i>Section 4.1</i>	NI111 By use of 'Triage' system, reduction in First Time Entrants into Youth Justice Systems –	Cumulative count of YP (FTE)	No Increase on 14-15 Outturn	174	170	115	34	60	84	106	106	
		FTE/10-17 Population x 100,000 (Pro-rata Figure) (10-17 age range = 26,909)		641	630	426	505	446	390	394	394	
Custody <i>Section 4.1</i>	NI043 % of young people (aged 10-17) sentenced to custody out of all those receiving a conviction in court	Total of first-tier disposal, community service, and custodial sentence. Age is measured at time of arrest. Cumulative Figure.	<5.8%	5.9%	4.4%	5.6%	21.88	3.85%	10.53%	9.09%	12.24%	
EET 16=> <i>Section 4.2</i>	% of 16-and-under with an offer in place	% of YP who have had hours offered for EET	100%	-	-	-	100%	88%	88%	100%	94%	
	% of 16-and-under engaged with the offer in place	% of those who have engaged 100% with their offer in the month prior to the end of their programme (excludes those with no offer in place)	75%	-	-	-	100%	100%	86%	75%	84%	
EET 16+ <i>Section 4.3</i>	% of post-16 with an offer in place	% of YP who have an EET offer	100%	-	-	-	58%	53%	50%	100%	68%	
	% of post-16 who are in EET	% of those who have engaged 100% with their offer in the month prior to the end of their programme (excludes those with no offer in place)	75%	-	-	-	43%	75%	63%	60%	63%	
Accom <i>Section 4.4</i>	Number of post-16 who are NEET and not Engaged	% who are not engaging and are NEET	Record Only	-	-	-	4	2	9	2	-	
	Number of post-16 who are Not-Known to MYT	% of post-16 who are unknown to MYT	Record Only	-	-	-	2	2	0	2	-	
Re-Offending <i>Section 4.6</i>	NI046 Suitable Accommodation (%)	Suitable accommodation' is defined according to the 'Children leaving care' regulations (England) 2001.	>95%	98%	93%	98%	100%	100%	100%	100%	100%	
	% of YOT cohort that re-offend within 6 months of completing their intervention.	Cohort of YP with a programme ending in a 2 quarter period. Assessed within the next 2 quarter period, (including the current Q & up to 6 month anniversary of their programme end date. (Excluding YP aged 19 by end of review)	<50%	37%	45%	31%	43%	29%	26%	28%	28%	
LAC <i>Section 4.8</i>	Percentage of re-offending by those who have accessed 'Triage' system.	Cohort of YP with a programme ending in a 2 quarter period. Assessed within the next 2 quarter period, (including the current Q & up to 6 month anniversary of their programme end date. (Excluding YP aged 19 by end of review)	<20%	11%	13%	8.6%	21%	15%	16%	18%	18%	
	The number of YPs with LAC(POLA & LAC) status known to Medway YOT	Current Caseload Quarterly Figure	Record Only	-	35	18 (Q4)	16 (0 in 2 Out)	14 (7 in 9 out)	12 (5 in 7 out)	10 (1 in 3 Out)	10 (Q4)	



## Improving both practice and performance

The YOT, with the support of the Youth Justice Board and Medway YOT Partnership continues to strive to improve its practice and performance across its full range of activities. The following areas are priorities for improvement during the life of the plan.

- **Restorative Justice**, the YOT has refocused itself to make restorative practices its principal approach to Youth Justice. All practitioners within the team have taken part in an intensive training programme. This is expected to improve outcomes for both victims and also young people through the application of restorative justice principals to improve both accountability and closure in respect of youth crime.
- **Changes to senior role**, as a result of restructure as agreed at the 2015 cabinet, the YOT Team Manager post has been deleted and replaced with a joint Strategic Manager covering both YOT and Youth Service. This became operational on 1 April 2016.
- **Child Protection (CP)**, this has been a major and continuing focus of the YOT. All practitioners have received specialist CP training, which was designed to be relevant to Youth Justice Practice. New CP procedures have been developed and issued to the team. We have reassessed the Social Work function within the team and created two distinct Social Work posts to embed child protection and good close working with our colleagues in Children Social Care. The YOT is represented on the Medway Multi-Agency Sexual Exploitation (MASE) Group. We will be seeking to raise awareness around Child Sexual Exploitation (CSE) among team members through training to be undertaken jointly with the Youth Service. An Inclusions CSE champion has been identified within YOT with lead officers in each respective service.
- **Medway Junior Attendance Centre**, this facility was successfully transferred from the Ministry of Justice control to Medway YOT in March 2015. This created an exciting opportunity to review how this service was delivered. Since May 2016 the Attendance centre has been delivered in partnership with the Youth Service. A new innovative program has been created that seeks to both address offending behaviour and engage young people in positive activities provided by the Youth service. We are looking forward to seeing the results of this new program both in terms of successful engagement and in reducing re-offending.
- **Unpaid work and Reparation**, was successfully transferred to YOT control in June 2014 and following a review a new range of work related projects has been developed. Work is currently underway to ensure young people receive recognition for their educational achievements while participating on the scheme. We are working with the Youth Service to see how unpaid work and reparation can be developed to engage young people in meaningful socially useful projects in the community.
- **Intensive Supervision & Surveillance (ISS)**, the YOT were set a substantial challenge to reduce the costs associated with this very successful alternative to custody, while also maintaining the reputation and integrity of the current scheme. In July 2015 Medway launched its own bespoke ISS programme working in conjunction with Medway Youth Service and have developed an approach which fully meets the youth justice boards core criteria for ISS programs, for the first time. The ISS scheme is critical to maintaining low levels of remand or custody for Medway young people. In conjunction with the youth service the YOT has sought to develop an additional provision of Intensive support. This is a intensive program that targets available resources at young people who are at risk of custody but would not be suitable for ISS. This is a useful innovation as it provides a wider local range of sentencing options for the Medway youth court.



- **Family Therapy**, this post began in September 2015 and is shared with Early Help. The delivery of psychotherapeutic interventions by a trained therapist in a Youth Justice setting is a innovative piece of work for the team. The delivery of this service has now become a part of the standard practice of interventions that we deliver to young people.
- **Out of Court Disposals**, the changes brought about by the LASPO Act has brought opportunities to develop new ways of working with our police colleagues to develop new and robust procedures for managing out of court disposals and preventing young people from progressing into the Youth Justice System. Since the beginning of May 2016 the YOT has participated in the county wide decision making process with the police and our colleagues in Kent County Council, deciding upon the appropriate disposals for all young people being considered by the police for an out of court disposal. Whilst it is early days in monitoring this process , it would be appear likely that it will produce a reduction in the amounts of young people being referred to the youth court and an increase in the use of out of court disposals.
- **Looked After Children**, In January 2015 a 'Looked After Children and reduction in offending protocol' was launched by the police. The protocol seeks to establish restorative ways of addressing looked after young peoples that has taken place within their care placements. As such in Medway it is has not had a significant effect on reducing the numbers of looked after young people in the criminal justice system because most of these young people who have offended have not offended in their care placements , and there fore the protocol has not applied to them. However the YOT has been keen to address the issue of the criminalisation of LAC young people. In the development of the above Out of Court Disposals process the decision as to what out of court disposal is appropriate is discussed at a panel in respect to all Looked After Children. This means that there is now a robust mechanism that looks at what is the right disposal decision in respect to these young people. It is planned that this process is to extend to reviewing the decision to charge. We will then have arrived at a place where there is a process in place that will enable a real reduction in the number of the looked after young people involved in the criminal justice system to take place.
- **Transitions to adult services**, this protocol is currently under going its first review since initiation. Early indications suggest that this model is working well.
- **Custody**, A recent 2015/16 spike in custody figures has presented the team with a number of challenges. This 'spike' has taken place in part as a result of young people transferring into Medway from London , from areas where they have been involved in organised gang related offending. There have also been a number of serious offences that have been perpetrated by Medway young people locally. The increased use of out of court disposals has meant that the young people who are involved in the court system are generally young people with more complex problems and who pose a higher risk of further offending. The team has sought to respond to this different profile in caseload through the development of Intensive programs to address offending (described previously).
- **Cookham Wood Resettlement Team**, Medway YOT has been providing a comprehensive resettlement service at YOI Cookham Wood for a period of 9 years under a Service Level Agreement.
- **Audit and Quality Assurance**, this continues to be an important area of our management processes. Improvements to procedures have been made in the light of the Short Screening Inspection by HMIP in December 2013. Continuous and ongoing audit and review enables the team to continue to develop it's practice in relation to delivering assessments and interventions. The team went live with the Asset Plus framework in April 2016. This has generated an unprecedented level of quality assurance and practice discussion within the

team. The result of this is already apparent as the level of sophistication in the assessments of the team continues to increase. In February 2016 a new case management system IYSS was adopted by the team. Both of these changes have required significant period of staff training at the earlier part of 2016. We are pleased with the implementation of the IYSS system in that it facilitates a particularly user friendly delivery of the Asset Plus Framework.

- **Urban Street Gangs,** The Home Office has identified a growing body of intelligence, emerging in particular from London and the South East, that vulnerable young people are being exploited in order to facilitate the running of street level drug dealing which has also been recognised in Medway. In January 2016 a Peer review was carried out in Medway, the findings of which were reported to the YOT board. *“It is evident that Medway does not yet experience some of the overt violence affecting young people found in some other locations, but partners suggest it is timely to take steps now to prevent escalation and the risk of violence, linked to drug market fuelled criminal activity.”*

The Medway Community safety partnership will formulate an action plan for Medway which will be presented to the board in September 2016 and discuss any actions



## Resources

The Medway YOT is resourced through the strategic partnership both in terms of direct funding and the secondment of staff. All strategic partners currently contribute towards the resourcing of Medway YOT either in terms of seconded staff or cash grants. A diversity Impact assessment completed on the YOT has revealed that it has over the past four years seen a decrease of more than 45% in respect of available resources; this is a significant reduction for a statutory service.

The current financial climate for public services remains a very difficult one, which has continued to impact upon the YOT and will make the current financial period 2016/17 challenging in respect of balancing statutory requirements and policy commitments against the available level of resources.

All principal funding agencies have confirmed their levels of contribution for the period 2016/17 but with significant reductions.

Medway Council funding to the YOT continues to be reduced and within this financial year will be subject to the commissioning out of the Integrated Youth Support Service.

The Youth Justice Board made a further 15% reduction to the Youth Justice grant for 2016/17.

The new Police & Crime Commissioner (PCC) for Kent is now in post. The funding for YOT is secured until the end of the current Crime Plan for Kent (up until 2017). Further funding will need to be confirmed beyond this time.

A new funding formula has been agreed nationally in respect of both staffing and funding from the National Probation Service. This will mean a reduction in staffing contribution for the YOT.

At time of this report, we are awaiting priority recruitment into the post of FTE Probation officer and thus staffing financial contribution \*.

We have now also lost our seconded Probation support worker, thus reducing this resource by one FTE

The YOT expects to be able to continue its current commitments by reshaping services and projects and working in tighter partnership with the youth service to make savings and utilise staff skills innovatively. In terms of the Medway Youth Offending Team Unit Costs for the period 2016/17, they are as set out below.

## Inclusive Costs

	Caseload April 2015 - March 2016
Total YOT Resources	£824k
Client Caseload Total	227
Unit cost per Young Person	£3629.59

Table 9

Note: The unit cost per young person is for working with each young person referred to YOT for the duration of the year is commensurate with the higher risk client caseload and increased intervention now being managed. N.b.Cookham Wood figures or costs are not included in these costings

## Partner Contributions to the Youth Offending Partnership Pooled Budget 2016/17

Agency	Staffing costs (£)	Other delegated funds (£)	Total (£)
Local Authority	£242,000	£124,181	£366,181
Police Service	-	-	-
National Probation Service	£40,000*	-	£40,000
Health Service	£23,632	-	£23,632
Police and Crime Commissioner	-	£90,300	£90,300
YJB Good Practice Grant	£242,000	61,887	£303,889
Other	-	-	-
<b>Total</b>	<b>547,632</b>	<b>£276,368</b>	<b>£824,002</b>

Table 10

In terms of gauging effectiveness, the YOT employs a number of measures, which include the following:

- Data collected for the YOT Management Board and returns for the YJB.
- Monitoring of outcomes for ISS and Prevention clients over a period of time post intervention.
- Recording of compliance with national standards, such as compliance with orders and return to court.

Outcomes and impact of YOT services are reported on a quarterly basis via the Assistant Directors Quarterly Report to the Medway Director of Children's Services and to the YOT Management Board.



## **Costed Plan for 2016/17**

### **Introduction**

The current YOT budget for 2016/17 amounts to a total of **£824k** (includes Bass admin staff, but not Cookham Wood resettlement function ) which constitutes a significant reduction from all cash contributors from the position in 2014/15. A number of adjustments have had to be made to accommodate this reduction in resources available to the YOT. These have now been largely achieved largely by realising the staff resources and expertise of the joined YOT and Youth service staffing. The continued reduction of the YJB grant means we continually seek to develop new and innovative practice with partners to support young people in line the with the National standards. This plan will cover one year and will be reviewed upon internal restructure of services within the LA to commence April 2017

This year the Police and Crime Commissioner (PCC) grant, which is formally accounted for, and used to achieve clearly identified objectives, remains consistent.

There will be a regular report relating to the budget position to each Board meeting which will to cover the entire YOT budget, not just the expenditure covered by YJB grant.

### **Use of cash contributions 2016/17**

#### **Youth Justice Board Grant**

The Youth Justice Board grant will be used to support the following areas of YOT activity.

- Prevention activities – Building on the Out of Court Disposals procedures in place and working with Kent Police and Kent YOS to achieve a uniform approach to out of court disposals and support to young people across the Kent Police area.
- The ISS and Medway IS+ programmes – these have been developed and are now provided in conjunction with the Youth service taking into account the individual needs of service users and protecting victims and witnesses.
- Monitoring & Performance activities are vital to improve the effectiveness in the YOT, achieving its performance targets and prepare for inspection.
- Training - Continue to develop the YOT workforce and ensure that new staff members are able to function at the required levels of competency and knowledge.
- Family Therapy – continue to develop Family Therapy as an integral part of the YOT officer and as a replacement for FFT.
- Volunteers - Continue to recruit and train volunteers to assist in the delivery of restorative justice.
- Junior attendance centre – developed with the youths service to offer a package of constructive developmental and prevention
- Community reparation and Unpaid Work – Currently being reviewed and offered in conjunction with the youth service to offer activities and socially useful projects with associated accreditation and vocational training for young people.
- The strategic management of the YOT - Supporting the YOT Partnership, YOT Management Board and maintaining and developing the Service Level Agreements and Partnership agreements across the YOT Partnership and with other significant agencies.
- Develop with Medway Youth Service a range of positive activities to encourage good citizenship and positive community engagement by young people.

### The Police & Crime Commissioners Grant

This will be used to support the following areas of YOT activity.

- Addictions worker, providing a comprehensive addictions service to all young people known to the YOT.
- Reducing first time entrants to the youth justice system through development of diversion schemes and activities.
- Part supporting the development of the Family Therapy service to provide services to hard to reach families and individuals.
- Keeping Looked After Children out of the criminal justice system. Supporting further training and expansion of existing protocol.

### Medway Council funding

Medway Council funding will be used to support the following areas of YOT activity

- Administration and support. The vital backroom functions, administrative support, management of information & performance, ICT and human resources.
- Support to young people. Supporting travel and substance for young people and covering gaps in welfare provision.
- Intervention programmes. Providing a range of intervention programmes and systems.
- Core staffing. Sections of the YOT staffing not covered by grant such as operational management, some specialists and YOT practitioners.
- Premises. Maintaining the main operating base and sub working areas for the YOT, includes rentals, maintenance and provision of equipment and services.

### Other YOT resources

It should be noted that the YOT receives considerable non-cash resources in respect of seconded staff and use of staff time from the following agencies.

- National Probation Services
- Kent Police (the Integrated Youth Justice Team is now in place based at Kent Police HQ)
- Medway Youth Trust (support under the Medway YES /Connexions contact – until contract end – currently Aug 2017)



## Partnership Working

Partnership working is at the very heart and essence of what YOT's are all about. Over the past eighteen months there have been a number of important developments with others planned.

A transition protocol commenced in October 2015 and has undergone its first review ( June 2016) to determine effective transition process – this was in response to the division of probation functions in June 2014 resulting in the establishment of two separate but linked organisations, both of which have close links to the YOT.

The National Probation Service, works with high risk clients and seconds staff into the YOT.

The Community Rehabilitation Company has been established to oversee most of the supervision of adult clients within the community, and is the receiving agency for most former YOT clients on reaching the age of 18.

In April 2015 the Junior Attendance Centre at Chatham was transferred from the Ministry of Justice to YOT control as part of the overhaul of Probation Services. This is now delivered as a joint project with the YOT and the Youth service out of Strood Youth centre (from April 16.) This will be reviewed in January 17

The introduction of the Legal Aid, Sentencing & Punishment of Offenders Act provisions in April 2013 has resulted in new arrangements and we are now contributing a once a week staffing resource to a joint panel hosted at Police Headquarters. This is led by a dedicated team from the Police who receive all out of court disposal referrals. The joint Kent and Medway panel collectively discusses the cases and agrees the appropriate out of court disposal.

This has meant the withdrawal of the dedicated police officer to the Medway YOT.

The continuing and growing work stream around the Medway Action for Families Agenda has seen the YOT and other agencies, working closely together to ensure that there are good outcomes for identified families, a process in which the YOT has taken a leading role in redirecting and managing resources .

The close working partnership with our colleagues in Health has resulted in the creation of Specialist Mental Health Service to provide specialist screening and referrals to CAMHS. The continued commissioning of specialist Speech & Language assessments via our health provider has resulted in greatly improved outcomes for young people.

In terms of strategic positioning, the YOT is represented on a number of strategic groups and Boards (see Appendix 3 - Medway Strategic Linkages).

The Medway YOT is fully supported by all of the statutory agencies (Crime & Disorder ACT 1998) at both YOT Board Level and at an Operational Level within the team, with no current deficiencies on either the YOT Management Board or within the Operational Team in regard to statutory agencies representation.

The YOT is fully embedded within the local Strategic Partnership arrangements. The YOT Manager represents the Medway YOT at the Kent Criminal Justice Board and at a local level on the Strategic Executive Group (SEG) of the Medway Community Safety Partnership

The Kent Criminal Justice Board is no longer directly funded via government grant, but through a system of voluntary support via its consistent members. The Medway YOT currently makes a small contribution towards the running costs of the KCJB.

The KCJB performs an important role in co-ordinating Criminal Justice Strategy across the geographical County of Kent, its impact is recognised and valued by agencies involved in the delivery of Criminal Justice plans.

#### **Detached Team at Cookham Wood Young Offenders Institute (YOI)**

The Youth Justice Board via HM Prison Service purchases from Medway Council a range of services that directly support safeguarding, resettlement and re integration of young people back into the community upon release from custody.

## Potential Risks

There are a number of risks that have been identified that may have a significant impact upon the ability of the YOT to deliver upon the YOT Plan.

Risk	Actions to mitigate risks
Reduction in YOT resources, from one or more of the YOT partners or contributors.	While remaining a significant threat, plans are being kept under review to ensure that the statutory core functions can be maintained at the cost of discretionary or low risk activities or functions.
Overstretch of out of court disposals resources due to competing and expanding demands such as transfer in of cases and or a reduction of funding.	Currently under review with the Youth Service delivering aspects of this service.
High levels of non-compliance in respect of both reparation and unpaid work with statutory orders by young people.	Once in place, regularly review the new reparation delivery model assisted by the Youth Service.
The increase in the use of out of court disposals means that we are working with young people in a way that provides no sanctions for non compliance (for Youth Caution and Community Resolutions). The effect of this could be that we manage to engage with less young people involved in offending behaviour.	The YOT / Youth Service partnership is looking at what strategies we can employ to successfully engage young people on out of court disposals, securing their voluntary compliance with interventions.
An internal restructure may unsettle staff who may consider alternative career choices and leave the YOT.	Monitor staff vacancies and take appropriate action for early replacements. Develop contingencies such as re-distribution of caseloads, use of temporary or agency staff whilst in a period of transition

## Priorities

Our Priorities for the life of this plan will be:

1. Prevent young people from entering the Criminal Justice System.
2. Reduce re-offending by those young people currently within the Youth Justice System.
3. Providing an effective and responsive service to seek to repair harm to victims and the wider community.
4. Identify and manage risk, safety and wellbeing issues.
5. Respond effectively to national and local business practice that informs the evolving Youth Justice landscape
6. Implementation of asset plus framework.



To help us achieve our priorities, performance targets in the following areas have been established by the Medway YOT Management Board:

- The numbers of young people entering the Youth Justice System for the first time.
- The Percentage of young people suitably accommodated at the end of their Order.
- The numbers of young people receiving custodial remands or sentences.
- The satisfaction of victims who have engaged with the YOT in restorative processes.
- The percentage of young people, engaged in employment, education or training at the end of their Order.
- The percentage of young people re-offending, who have been made subject to out of court disposals.
- The percentage of young people that re-offend within 6 months of completing their intervention.
- The percentage of young people within the Youth Justice System who are identified as Looked After Children (LAC)

These will be reviewed after a full analysis of Asset Plus as agreed with YOT board - June 16

## Delivery Plan

### Priority 1: Prevent Young People (YP) entering the Criminal Justice System

*Outcome: Young people are diverted via alternative appropriate provisions and services*

Description of planned activity	Critical success factors	Links to LA/ Partners plans	Completion date	Target Group	Lead Officer	Current position	Status	Risk Likelihood A. Very high B. High C. Significant D. Low E. Very low F. Almost impossible	Impact 1.Catastrophic (Showstopper) 2. Critical 3. Marginal 4. Negligible
1: Develop a prevention pathway in conjunction with agencies in the YOT partnership.	Reduction of first time entrants. Signposting pre court work to appropriate agencies, and delivering more specifically offence focused interventions where required.	Children's Plan IYSS Plan CSP KCIB Business Plan Early Help\Plan	September 2017	Potential entrants to the Youth Justice System	YOT Operational Manager	Initial discussion between Youth Offending Team and Early Help to develop closer working are about to take place.		D	2
2. Review of the impact of the inter-agency protocol to reduce number of LAC entering Criminal Justice System.	Achieve a reduction in number of LAC entering the Criminal Justice System.	Children's Plan IYSS Plan KCIB Business Plan	October 2016	Looked After Children	YOT Operational Manager	Protocol functioning but not having a significant impact on numbers of LAC young people entering the system.		A	2
3. Action for Families Agenda embedded in the practice of the Youth Offending Team.	Action for Families are identified and where appropriate interventions are developed and tailored (in conj with external MAff workers) to meet the assessed needs. Identification of the Youth Justice contribution to successful MAff outcomes.	Children's Plan IYSS Plan Medway Council Plan CSP Plan	Ongoing	MAff Young people and their families known to YOT.	YOT Operational Manager	YOT to request updated returns to identify the impact of the YOT contribution to the MAff outcomes. Further development between YOT processes and MAff particularly in respect to the Department of Work and Pensions.		C	3

### Priority 2: Reduce re-offending by those YP currently within the YJS

*Outcome: Young people are able to achieve their potential and make a positive contribution to our community*

Description of planned activity	Critical success factors	Links to LA/Partners plans	Completion date	Target Group	Lead Officer	Current position	Status	Risk Likelihood	Impact
1. Target resources on high risk cases.	20% reduction in offending by identified cohort. Development of Medway Intensive Supervision Provision. Improved assessment of risk through the implementation of Asset Plus. A new partnership agreement with the Police that addresses joint working and information sharing in respect of high risk cases.	Children's Plan Medway Council Plan KCJB Business Plan KMRRB Business Plan	March 2017	High risk cohort	YOT Operational Manager	Bespoke plans developed by Practitioners in respect of identified cohort. Gaps are being identified in relation to joint working with the Police as a result of the withdrawal of the YOT Police Officer.		B	2
2. Action for Families Agenda embedded in the practice of the Youth Offending Team.	Action for Families are identified and where appropriate interventions are developed and tailored (in conjunction with external MAfF workers) to meet the assessed needs. Identification of the Youth Justice contribution to successful MAfF outcomes.	Children's Plan IYSS Plan Medway Council Plan CSP Plan KMRRB Business Plan	Ongoing	MAfF Young people and their families known to YOT.	YOT Operational Manager	YOT to request updated returns to identify the impact of the YOT contribution to the MAfF outcomes. Further development between YOT processes and MAfF particularly in respect to the Department of Work and Pensions.		B	2
3. Redesign Reparation to be integrated into the delivery of the	Increased engagement and commitment by young people.	Children's Plan	March 2017	Reparation cohort	Operational Managers	A range of vocational learning projects are being developed, however engagement remains		C	2



outcomes of the order.	Demonstrating the value of Reparation activity to the community. At the end of each case to be assessed. Identify in each case the harm caused by the young person and how this has been addressed through the delivery of Reparation.	IYSS Plan CSP Plan KMIRB Business Plan	March 2017	Clients at risk of custody	YOT Service Manager	low.		
4. Build upon a bespoke Medway ISS programme.	Priority is given to Medway young people. At present there is capacity to offer 2 places, however this will be reviewed in exceptional circumstances. Identification and provision of an ETE programme that can respond to ISS. Consistent provision of monthly timetables.	Medway Council Plan Children's Plan CSP Plan KCJB Business Plan	March 2017			Critical shortfall in ETE provision.	A	1
5. Evaluate and review effectiveness of Family Therapy intervention.	A lowering of risk levels and safety and wellbeing concerns in respect to cases where family issues have been identified as linked with the young person's offending and family therapy has been provided.	Children's Plan IYSS Plan KCJB Business Plan CSP Plan	December 2016	Chaotic and Dysfunctional families with young people involved in offending	YOT Management Team	Provision of service reduced by 50% due to reduction in financial resources.	C	2
6. Develop bespoke resettlement programmes.	100% of eligible cases are offered a resettlement programme.	Children's Plan IYSS Plan KCJB Business Plan CSP Plan	Ongoing	Young people leaving custody	YOT Practice Manager	Custody levels fluctuating due to changing nature of cohort.	B	2

Priority 3: Providing an effective and responsive service to seek to repair harm to victims and the wider community									
Outcome: Successful delivery of Restorative Justice processes									
Description of planned activity	Critical success factors	Links to LA/ Partners plans	Completion date	Target Group	Lead Officer	Current position	Status	Risk Likelihood A. Very high B. High C. Significant D. Low E. Very low F. Almost impossible	Impact 1. Catastrophic (Showstopper) 2. Critical 3. Marginal 4. Negligible
1. Continue to promote and deliver the Restorative Justice agenda.	100% of Practitioners receive appropriate training. 100% victims and young people are offered restorative interventions. A demonstrable increase in victim empathy for all young people subject to court orders. To develop and implement a protocol to enable the collecting and interrogation of Restorative Justice data in respect of out of court disposals.	KCJB Plan CSP IYSS Plan Medway Council Plan	December 2016 (review)	Young people and victims of offences	YOT Operational Manager	Currently no information is provided and collated regarding RJ processes in respect of out of court disposals. The YOT successfully delivers RJ interventions to all court imposed orders.		B	2
2. Reviewing the Restorative Justice coordinator role and responsibilities.	Working in collaboration with case holders and volunteers 100%. Increased victim engagement and satisfactory outcomes. 10% increase on baseline.	KCJB Plan CSP Plan IYSS Plan Medway Council Plan	December 2016	Victims	YOT Operational Manager	Processes being reviewed.		B	2

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3. Provide support to foster carers and residential care staff in respect to the Restorative process. (LAC/YOT Protocol).	80% positive feedback from referring agency.	KCJB Plan Medway Council Plan Children's Plan	Ongoing	Foster carers and residential staff	YOT Operational Manager	Able to take referrals, however very low take up.		B	2
4. Successfully develop accreditation for unpaid work.	All programmes delivered are accredited.	KCJB Plan Medway Council Plan Children's Plan CSP Plan	December 2016	Young people subject to unpaid work orders	Operational Managers	Unpaid work being delivered but not accredited.		B	2

<b>Priority 4: Identify and manage risk, safety and wellbeing issues</b> <b>Outcome: Young people with identified vulnerabilities receive effective services to promote their safety and well-being</b>									
Description of planned activity	Critical success factors	Links to LA/ Partners plans	Completion date	Target Group	Lead Officer	Current position	Status	Risk Likelihood	Impact
1. Deliver interventions in respect to addressing child to parent violence.	Pilot a 'Who's in charge?' programme.	KCJB Business Plan KMRRB Business Plan Children's Plan CSP Plan MSCB Business Plans	March 2017	Young people and their parents	Family Therapist	A member of staff is trained and available to deliver the programme.		A. Very high B. High C. Significant D. Low E. Very low F. Almost impossible  C	1. Catastrophic (Showstopper) 2. Critical 3. Marginal 4. Negligible  2
2. Medway Safeguarding Children's Board single agency objectives.	Agreed objectives are implemented.	Medway Council Plan IYSS Plan Children's Plan Children's Services MSCB Business Plan	March 2017	Young People and YOT staff	Named Safeguarding Lead	Current objectives implemented.		C	2
3. Undertake regular multi agency reviews all high safety and well-being cases.	All high safety and well-being cases reviewed on a three monthly basis. Target of 100%	Children's Plan IYSS Plan MSCB Business Plan	March 2017	Operational staff	Operational Manager	Ongoing.		B	2
4. Conduct audit of YOT safeguarding procedures. (Section 11).	Reported to YOT Management Board and MSCB.	Medway Council Plan Children's Plan IYSS Plan MSCB Business Plan	April 2016	All young people who interface with YOT	Named Safeguarding Lead	Completed and ongoing.		B	2



5. Maintain effective management oversight and QA of all cases.	Outcome of QA process reported to YOT Management Board quarterly.	Medway Council Plan Children's Plan MSCB Business Plan	March 2017	Operational staff	Operational Manager	Effective procedures in place and continuing.	B	2
6. Develop a greater understanding around Child Sexual Exploitation (CSE) through joint training. Ensure that appropriate referrals are made where CSE is suspected.	Staff are trained and able to identify CSE issues. Where appropriate YOT staff carry out missing person interviews in relation to LAC on YOT caseload.	Children's Plan MSCB Business Plan CSP Plan	March 2017	Operational staff/Young people at risk of CSE	CSE Lead, Senior Practitioner	Current staff group have received training in use of CSE toolkit. Further training to be identified.	B	2
7. Develop awareness around FGM through joint training from the safeguarding board.	All staff have an awareness of FGM and the relevant reporting processes through safeguarding.	Safeguarding board	March 2017	All staff	Safeguarding lead	Two staff fully trained to act as a resource. Limited awareness amongst the remainder of the staff team.	D	3
8. Ensure that the YOT is fully integrated into policies and procedures in respect of the PREVENT Agenda to counter radicalisation and extremism. Working with the CSP and other partners. To identify and prevent radicalisation.	Provide and attend WRAP training for YOT staff to be able to identify radicalisation. Appropriate referrals are made in all cases of suspected radicalisation in line with exiting procedures.	CSP Plan KCJB Business Plan MSCB Business Plan Children's Plan	Ongoing	Young people at risk of radicalisation	YOT Manager	Train the trainer has been delivered. Next phase to roll out to whole team.	D	2

<b>Priority 5: Respond effectively to national and local business practice that informs the evolving Youth Justice landscape</b> <i>Outcome: Young people continue to receive services that are to a high standard and the statutory obligations of the YOT continue to be discharged</i>									
Description of planned activity	Critical success factors	Links to LA/ Partners plans	Completion date	Target Group	Lead Officer	Current position	Status	Risk Likelihood A. Very high B. High C. Significant D. Low E. Very low F. Almost impossible	Impact 1. Catastrophic (Showstopper) 2. Critical 3. Marginal 4. Negligible
1. Re-negotiate key SLA's and partnership agreements in line with new working practices.	New SLA's and partnership agreements are in place and functioning in all agreements.	Medway Council Plan IYSS Plan Children's Plan CSP Plan	December 2017	Partner agencies	YOT Service Manager	SLAs with probation, LAC and CRC are now in place.  SLA's outstanding: Police and Health.		B	2
2. Manage budget reductions	Statutory YOT functions are fully maintained, despite budget reductions are identified.	IYSS Plan Medway Council Plan	April 2017	Whole YOT function	YOT Service Manager	Awaiting information on possible in year budget reductions		A	1
3. Prepare for internally restructured service services.	Maintain communication with partners.	IYSS plan	April 2017	Whole YOT Function	Service Manager and Operations Managers	Restructured combined service is under consideration.		B	2
4. Develop a strategy for maintaining staff morale in a climate of change due to budget reductions and restructure	Transparent, concrete communication with staff about the process. Staff feel supported and valued during a period of dramatic change. Use the PDR process to ensure that staff needs	IYSS Plan	April 2017	Whole YOT Function	Service Manager and Operations Managers	Staff are experiencing a level of uncertainty and anxiety over unconfirmed changes to the service.		A	1

5. Implement new Junior Medway Attendance Centre programme and ethos.	(including seconded staff) are assessed and evaluated to support them to develop appropriate skills to function across an integrated service.	KCIB Plan CSP Plan IYSS Plan	April 2016	Out of court disposals, referral orders and YROs.	Operation Managers	Plans in place, implementation imminent.	B	2
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Priority 6: Implementation of Asset Plus framework									
Description of planned activity	Critical success factors	Links to LA/ Partners plans	Completion date	Target Group	Lead Officer	Current position	Status	Risk Likelihood	Impact
1. The delivery of Asset Plus training to the team .	That the training has been delivered and that staff feel confident in using the new framework.	IYSS plan.	By the implementation of Asset Plus. April 2016.	Staff team	Practice manager / operational manager.	The training was delivered during the month of March 2016. All case holding staff have received the required training to use the assessment tool.		A	2
2. The completion of the local working practices framework in relation to Asset plus.	That the teams procedures and processes are aligned to the asset Plus framework	IYSS plan.	July 2016	The whole YOT function.	Practice manager / operational manager.	These processes have been developed from prior to the implementation of Asset Plus.		A	2
3. The transition of the entire YOT caseload of court orders to Asset Plus by 16 <sup>th</sup> August 2016.	That all court ordered cases have been assessed using the asset plus framework.	IYSS plan.	16/08/16	Case holding staff.	Operational manager / Practice manager.	As of 17/06/16 the team are about half way through this process.		C	2
4. The implementation of a robust QA process in	That cases are routinely meeting the YJB quality	IYSS plan.	On going.	Case holding staff	Operational manager / Practice manager.	Presently we are in the process of QA-ing all of the		C	2



[illegible]

## Appendix 1 - About Medway

The Youth Offending Team operates within the wider context of Medway. Demographics will shape the type of services that must be offered and will highlight particular areas for focus. This section aims to outline the key facts for young people living and growing up in Medway.

Medway has the following Statistical Neighbours: Dudley, Havering, Kent, North Lincolnshire, Northamptonshire, Rotherham, Southend-on-Sea, Swindon, Telford & Wrekin & Thurrock. Telford & Wrekin does not have a dedicated YOT Team, so they are not included in any statistical comparisons in this document.

	LA / District	Population	0-9	10-17	18-24	25-29	30-44	45-64	65+
	Medway	274,015	35,627	26,909	27,259	19,316	54,183	68,901	41,820
Stat. Neighbour	Kent	1,510,354	183,447	144,803	130,045	87,379	275,051	395,126	294,503
Stat. Neighbour	Thurrock	163,270	24,148	15,945	13,476	11,313	36,378	39,661	22,349
Stat. Neighbour	Southend-on-Sea	177,931	22,292	15,924	13,928	10,971	36,242	44,998	33,576
Stat. Neighbour	Havering	245,974	30,375	22,883	21,079	16,418	46,807	62,830	45,582
Stat. Neighbour	Swindon	215,799	28,848	19,756	16,519	14,751	47,586	56,102	32,237
Stat. Neighbour	Northampton	219,495	31,061	19,463	20,592	16,410	48,349	52,088	31,532
Stat. Neighbour	Dudley	315,799	38,583	29,300	25,408	19,427	58,587	81,919	62,575
Stat. Neighbour	North Lincolnshire	169,247	20,095	15,125	12,988	10,215	30,192	47,264	33,368
Stat. Neighbour	Rotherham	260,070	31,969	24,429	21,214	15,914	47,516	70,097	48,931
Region	South East	8,873,818	1,086,857	817,359	761,144	530,807	1,725,414	2,303,465	1,648,772
	ENGLAND	54,316,618	6,703,322	4,888,379	4,922,047	3,718,382	10,810,617	13,736,163	9,537,708

Table 11

According to the Office of National Statistics mid-2014 estimates of ward level population for England and Wales there are 274,015 people living in Medway, an increase of 2,887 since.

## Population - General

23% of the Medway population is under 18 year old, which makes our age demographics most similar to our statistical neighbours Thurrock & Northampton (Table 13). Of those living in Medway 26,909 are aged between 10 to 17 years of age, which is a slight decrease from 26,989 in 2013. (Table 12)



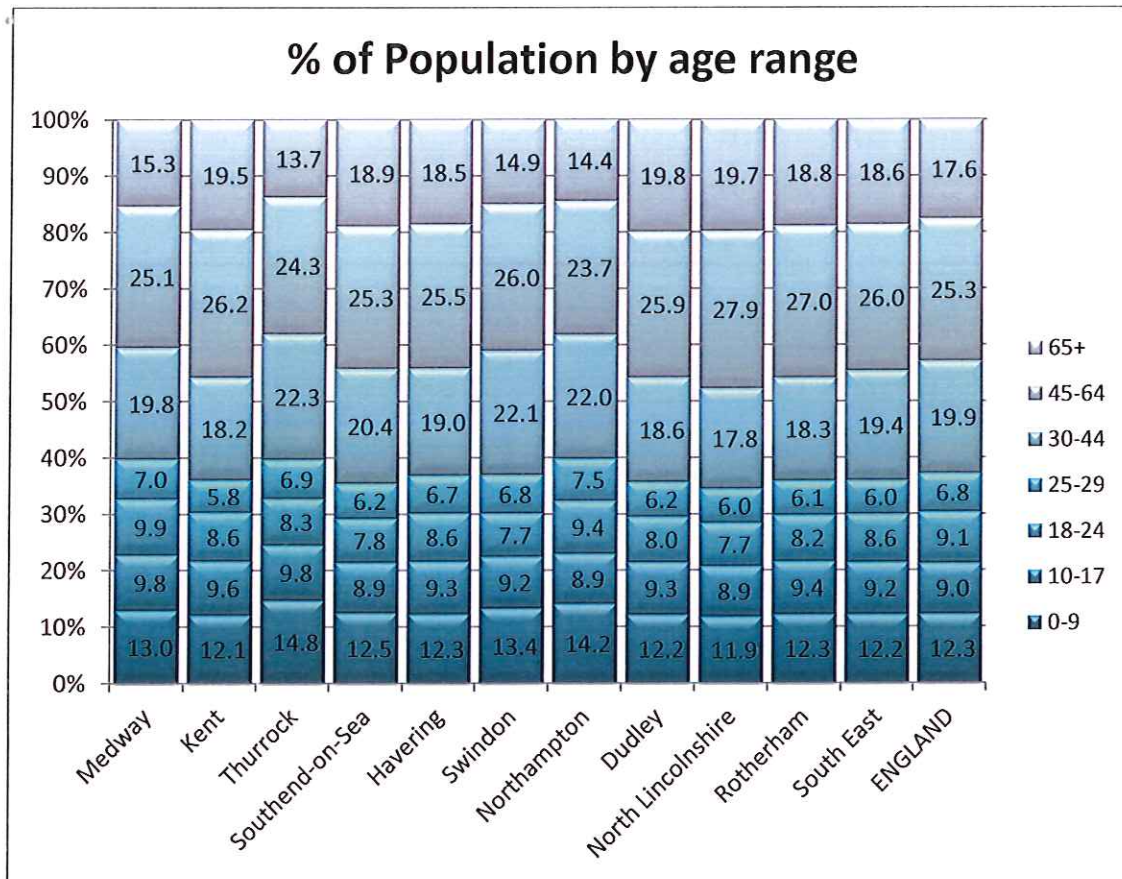


Table 12

The other characteristic that we share with those other 2 Authorities is a greater proportion of population under the age of 30 – almost 40%, when the average for England is 37%.

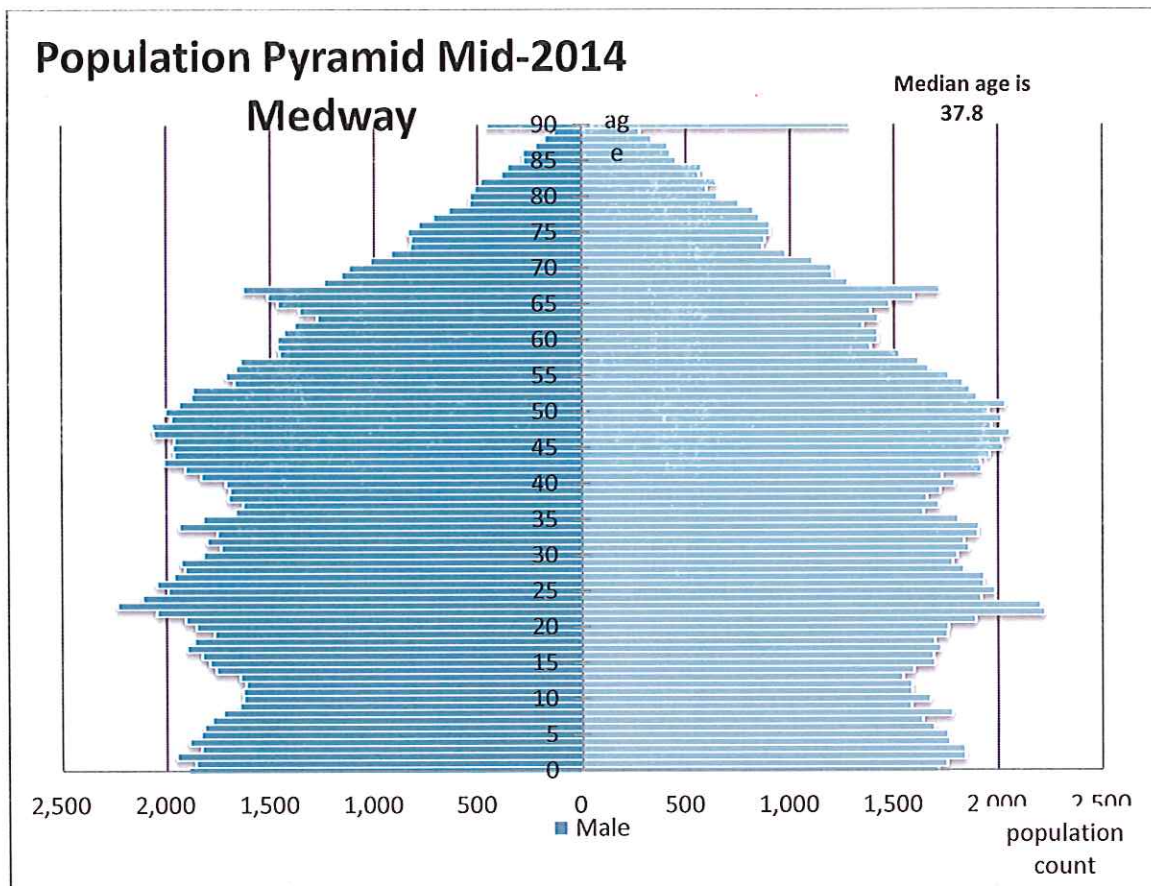


Table 13

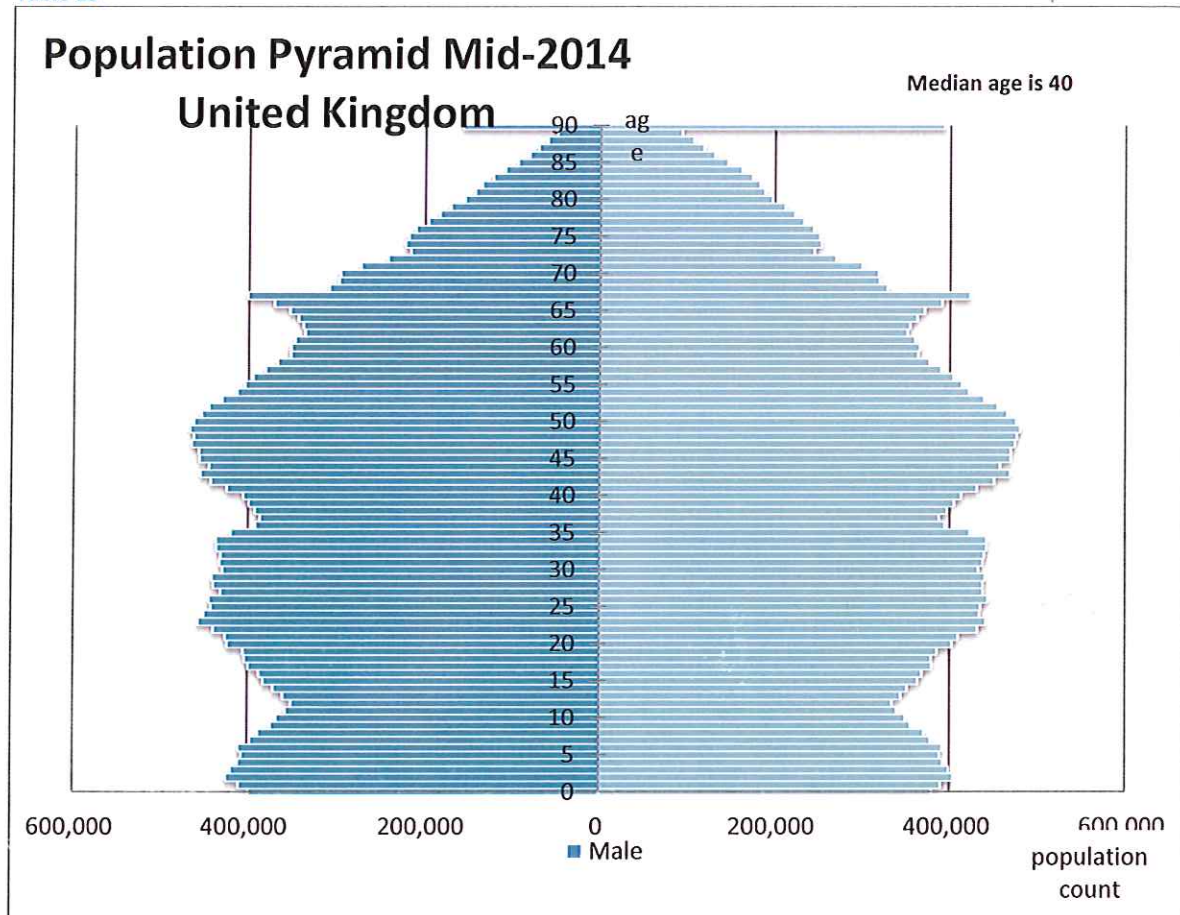


Table 14

Although broadly similar to the United Kingdom profile, in terms of the general contours; the Medway population pyramid (Table 14) is significantly broader, proportionally, to the rest of the UK. The Median age in Medway is also some 2.2 years younger. (Table 15)



## Population - Youth

### Age Breakdown of Medway's children and young people:

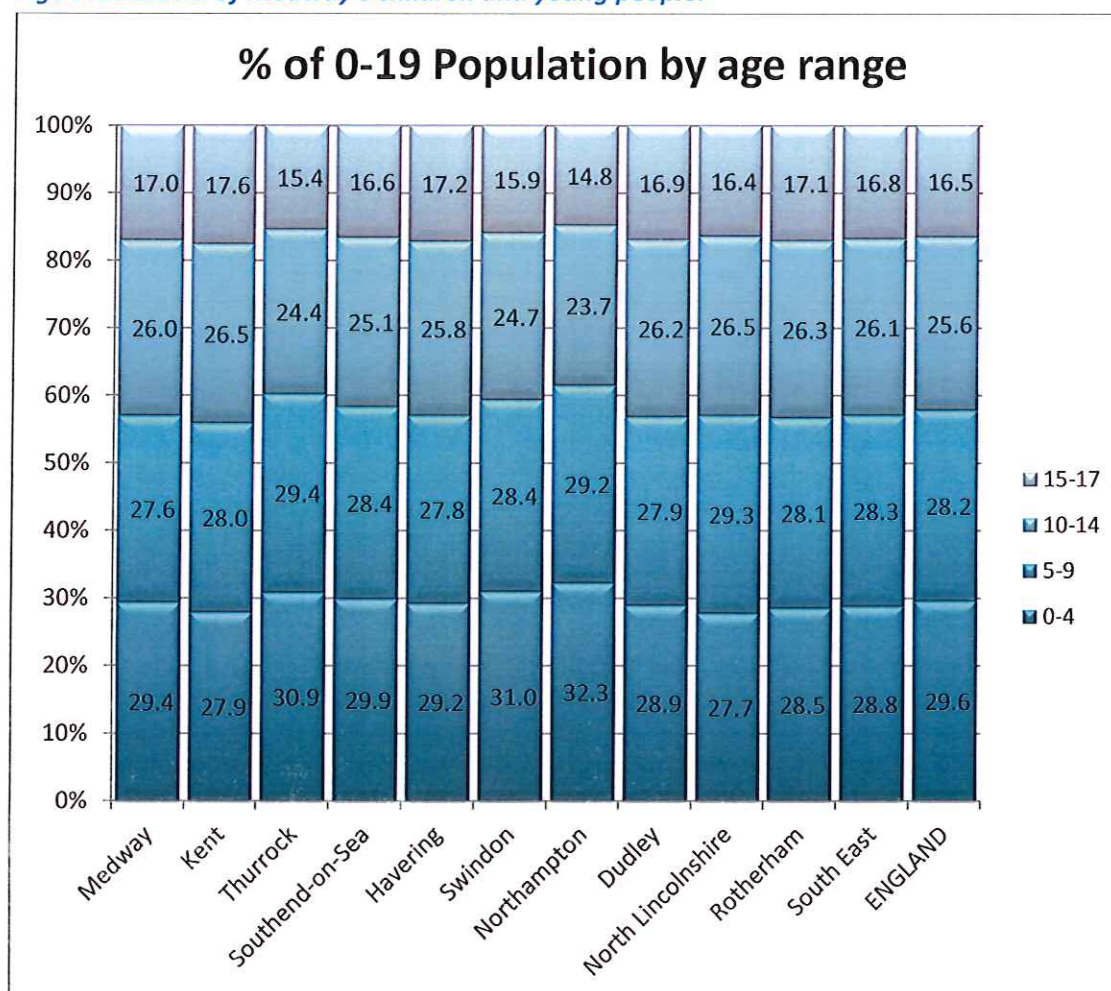


Table 15

Age Group	2013 Population	2013 % of Total 0 - 19	2014 Population	2014 % of Total 0 - 19	% Rise/Fall from 2013 figure	Percentile Point Change in Age Group
Age 0 - 4	18,029	29.2%	18,360	29.2%	1.84%	0.06
Age 5 - 9	16,821	27.2%	17,267	27.5%	2.65%	0.28
Age 10 - 14	16,336	26.4%	16,273	25.9%	-0.39%	-0.52
Age 15 - 17	10,653	17.2%	10,936	17.4%	2.66%	0.18
Total	61,839		62,836		1.61%	

Table 16

From 2013 to 2014 there has been a (1.6% rise in the 0-17 population estimate – .9 percentage point shift from the rise seen between 2012-2013. The 10-14 age group has again contracted, but the 15-17 age range has grown by almost 2.7 percentage points. This rise in the 15-17 age range can be expected to continue<sup>7</sup>

<sup>7</sup> From Office of National Statistics Ward Level Mid Year Population Estimates 2013 & 2014



# Medway Population Change Estimates 2013-14<sup>8</sup>

Values												
Row Labels	Estimated Population 2013	Births	Deaths	Internal Migration Inflow	Internal Migration Outflow	Internal Migration Net	International Migration Inflow	International Migration Outflow	International Migration Net	Other	Estimated Population 2014	% of Total Estimated Population 2014
0-4	3,592,907	697,136	3,047	200,056	201,222	-1,166	32,050	4,786	27,264	676	3,608,632	6.29%
5-9	3,360,507	0	260	122,603	123,277	-674	22,286	3,367	18,919	582	3,448,689	6.01%
10-14	3,143,773	0	234	91,798	92,278	-480	20,500	2,444	18,056	390	3,138,146	5.47%
15-19	3,446,693	0	622	250,546	251,495	-949	44,525	10,064	34,461	84	3,419,401	5.96%
20-24	3,821,718	0	1,145	531,378	530,841	537	122,626	67,051	55,575	1,096	3,823,995	6.66%
25-29	3,874,151	0	1,541	401,465	401,072	393	100,072	70,994	29,078	1,232	3,910,483	6.81%
30-34	3,863,542	0	2,090	329,610	330,654	-1,044	58,153	44,802	13,351	1,208	3,889,281	6.77%
35-39	3,536,943	0	2,898	219,104	219,960	-856	35,938	28,840	7,098	810	3,563,751	6.21%
40-44	3,994,153	0	4,965	161,650	162,457	-807	25,683	19,727	5,956	559	3,903,960	6.80%
45-49	4,145,414	0	7,751	132,272	133,134	-862	19,295	10,980	8,315	173	4,136,176	7.20%
50-54	3,828,406	0	11,253	110,588	111,421	-833	14,559	6,817	7,742	124	3,932,946	6.85%
55-59	3,304,371	0	15,146	86,764	87,628	-864	11,327	5,669	5,658	75	3,379,275	5.89%
60-64	3,129,842	0	22,716	72,576	73,279	-703	11,181	4,706	6,475	4	3,101,464	5.40%
65-69	3,106,796	0	35,043	63,639	64,011	-372	7,880	3,323	4,557	0	3,168,294	5.52%
70-74	2,246,270	0	43,199	37,330	37,393	-63	4,774	2,731	2,043	1	2,333,027	4.06%
75-79	1,855,876	0	59,012	27,825	27,874	-49	2,700	296	2,404	0	1,899,567	3.31%
80-84	1,381,702	0	78,763	24,103	24,148	-45	1,446	30	1,416	0	1,397,185	2.43%
85-89	836,948	0	88,210	20,803	20,834	-31	756	30	726	0	855,152	1.49%
90+	478,217	0	106,386	17,266	17,300	-34	370	6	364	0	499,230	0.87%
Grand Total	56,948,229	697,136	484,281	2,901,376	2,910,278	-8,902	536,121	286,663	249,458	7,014	57,408,654	100.00%

Table 17

<sup>8</sup> From Office of National Statistics Analysis Tool mid-2014



*Statistical Neighbours (LAs only) Population Change Estimates 2013-14<sup>9</sup>*

Values	Medway	Thurrock	Southend-on-Sea	Havering	Swindon	Northampton	Dudley	North Lincolnshire	Rotherham	Grand Total
Estimated Population 2013	271,105	160,849	175,798	242,080	214,038	216,740	314,427	168,760	258,689	2,022,486
Births	3,605	2,359	2,287	3,088	2,900	3,180	3,877	1,772	3,163	26,231
Deaths	2,095	1,147	1,744	2,111	1,610	1,658	2,892	1,636	2,455	17,348
Births minus Deaths	1,510	1,212	543	977	1,290	1,522	985	136	708	8,883
Internal Migration Inflow	12,044	7,345	8,783	12,515	7,513	9,865	9,605	4,973	7,967	80,610
Internal Migration Outflow	11,600	6,612	7,483	10,271	7,474	10,883	9,575	4,986	7,583	76,467
Internal Migration Net	444	733	1,300	2,244	39	-1,018	30	-13	384	4,143
International Migration Inflow	1,454	940	754	1,139	1,562	3,060	645	729	706	10,989
International Migration Outflow	602	472	459	466	1,154	825	329	345	426	5,078
International Migration Net	852	468	295	673	408	2,235	316	384	280	5,911
Other	104	8	-5	0	24	16	41	-20	9	177
Estimated Population 2014	274,015	163,270	177,931	245,974	215,799	219,495	315,799	169,247	260,070	2,041,600
Population Change	2,910	2,421	2,133	3,894	1,761	2,755	1,372	487	1,381	19,114
% Population Change	1.07%	1.51%	1.21%	1.61%	0.82%	1.27%	0.44%	0.29%	0.53%	0.95%
% Population Change due to Births and Deaths	0.56%	0.75%	0.31%	0.40%	0.60%	0.70%	0.31%	0.08%	0.27%	0.44%
% Population Change due to Internal Migration	0.16%	0.46%	0.74%	0.93%	0.02%	-0.47%	0.01%	-0.01%	0.15%	0.20%
% Population Change due to International Migration	0.31%	0.29%	0.17%	0.28%	0.19%	1.03%	0.10%	0.23%	0.11%	0.29%
% Population Change due to Other Adjustments	0.04%	0.00%	0.00%	0.00%	0.01%	0.01%	0.01%	-0.01%	0.00%	0.01%

Table 18

<sup>9</sup> From Office of National Statistics Analysis Tool mid-2014



## Population – Ward Level

### Change in Ward demographic for 10-17 year olds

Ward	2012 10-17 Total	2012 % of 10-17 Population by Ward	2013 0-17 Total	2013 % of 10-17 Population by Ward	% Rise/Fall from 17-19 2012 figure	Actual Change in 10-19 Ward Population
Chatham Central	1,862	6.90%	1,903	7.07%	2.51%	41
Cuxton and Halling	515	1.91%	514	1.91%	0.10%	-1
Gillingham North	1,933	7.16%	1,949	7.24%	1.13%	16
Gillingham South	1,796	6.65%	1,771	6.58%	-1.10%	-25
Hempstead and Wigmore	761	2.82%	734	2.73%	-3.26%	-27
Lordswood and Capstone	861	3.19%	841	3.13%	-2.03%	-20
Luton and Wayfield	1,523	5.64%	1,563	5.81%	2.93%	40
Peninsula	1,383	5.12%	1,359	5.05%	-1.44%	-24
Princes Park	1,164	4.31%	1,142	4.24%	-1.60%	-22
Rainham Central	1,144	4.24%	1,139	4.23%	-0.14%	-5
Rainham North	773	2.86%	791	2.94%	2.63%	18
Rainham South	1,352	5.01%	1,364	5.07%	1.19%	12
River	741	2.75%	734	2.73%	-0.65%	-7
Rochester East	1,001	3.71%	1,022	3.80%	2.40%	21
Rochester South and Horsted	1,314	4.87%	1,316	4.89%	0.45%	2
Rochester West	1,063	3.94%	1,057	3.93%	-0.27%	-6
Strood North	1,432	5.31%	1,384	5.14%	-3.06%	-48
Strood Rural	1,453	5.38%	1,442	5.36%	-0.46%	-11
Strood South	1,567	5.81%	1,599	5.94%	2.35%	32
Twydall	1,365	5.06%	1,349	5.01%	-0.88%	-16
Walderslade	978	3.62%	979	3.64%	0.40%	1
Watling	1,008	3.73%	957	3.56%	-4.78%	-51
<b>Total</b>	<b>26989</b>		<b>26909</b>			<b>-80</b>

Table 19

In between 2012 and 2013 there was a decrease of 150 young people and a further reduction is evident in 2013 to 2014 (80 fewer young people). Chatham Central is seeing a continued population expansion in the age range whilst in Watling the numbers continue to fall.



*Change in Wards Demographic for 0-9 year olds<sup>10</sup>*

Ward	2013 0-9 Total	2013 % of 0-9 Population by Ward	2014 0-9 Total	2014 % of 0-9 Population by Ward	% Rise/Fall for 0-9 from 2013 figure	Actual Change in 0-9 Ward Population
Chatham Central	2,740	10.15%	2,897	10.77%	5.73%	157
Cuxton and Halling	660	2.45%	653	2.43%	-1.06%	-7
Gillingham North	2,797	10.36%	2,885	10.72%	3.15%	88
Gillingham South	2,548	9.44%	2,557	9.50%	0.35%	9
Hempstead and Wigmore	775	2.87%	777	2.89%	0.26%	2
Lordswood and Capstone	1,176	4.36%	1,249	4.64%	6.21%	73
Luton and Wayfield	2,220	8.23%	2,321	8.63%	4.55%	101
Peninsula	1,514	5.61%	1,576	5.86%	4.10%	62
Princes Park	1,564	5.79%	1,549	5.76%	-0.96%	-15
Rainham Central	1,184	4.39%	1,235	4.59%	4.31%	51
Rainham North	981	3.63%	982	3.65%	0.10%	1
Rainham South	1,620	6.00%	1,621	6.02%	0.06%	1
River	1,337	4.95%	1,393	5.18%	4.19%	56
Rochester East	1,463	5.42%	1,461	5.43%	-0.14%	-2
Rochester South and Horsted	1,381	5.12%	1,410	5.24%	2.10%	29
Rochester West	1,199	4.44%	1,182	4.39%	-1.42%	-17
Strood North	1,701	6.30%	1,750	6.50%	2.88%	49
Strood Rural	1,805	6.69%	1,820	6.76%	0.83%	15
Strood South	2,387	8.84%	2,439	9.06%	2.18%	52
Twydall	1,600	5.93%	1,657	6.16%	3.56%	57
Walderslade	1,205	4.46%	1,220	4.53%	1.24%	15
Watling	993	3.68%	993	3.69%	0.00%	0
<b>Total</b>	<b>34850</b>		<b>35627</b>			<b>777</b>

Table 20

The Demographic in this area is showing a sizeable increase (777 young people); as this cohort ages we can expect a growth in the 10-17 cohort, moving forward.

<sup>10</sup> : <http://www.ons.gov.uk/ons/rel/sape/ward-mid-year-pop-est-eng-wales-exp/mid-2014/index.html>

0-9 Year Old Population (2014)		10-17 Year Old Population (2013)	
Ranking of Ward by population in age range	Total	Ranking of Ward by population in age range	Total
Chatham Central	2,897	Gillingham North	1,933
Gillingham North	2,885	Chatham Central	1,862
Gillingham South	2,557	Gillingham South	1,796
Strood South	2,439	Strood South	1,567
Luton and Wayfield	2,321	Luton and Wayfield	1,523
Strood Rural	1,820	Strood Rural	1,453
Strood North	1,750	Strood North	1,432
Twydall	1,657	Peninsula	1,383
Rainham South	1,621	Twydall	1,365
Peninsula	1,576	Rainham South	1,352
Princes Park	1,549	Rochester South and Horsted	1,314
Rochester East	1,461	Princes Park	1,164
Rochester South and Horsted	1,410	Rainham Central	1,144
River	1,393	Rochester West	1,063
Lordswood and Capstone	1,249	Watling	1,008
Rainham Central	1,235	Rochester East	1,001
Walderslade	1,220	Walderslade	978
Rochester West	1,182	Lordswood and Capstone	861
Watling	993	Rainham North	773
Rainham North	982	Hempstead and Wigmore	761
Hempstead and Wigmore	777	River	741
Cuxton and Halling	653	Cuxton and Halling	515

Table 21

When looking at population division in the ranges 0-9 and 10-17 the same 7 wards lead the tables in numbers (Table 22) and the same ward (Cuxton & Halling) is at the bottom of the table. Within the body of the table there is however little commonality.



## Ethnicity

According to the Pupil Level Annual School Census (PLASC), Spring 2015, 83.1% of pupils on the school roll in Medway are 'White', down from 83.8% when compared to 2014. The largest minority ethnic group of pupils on the school roll in Medway is 'Mixed / Dual Background', comprising 5.5% in 2015, up slightly from 5.4% in 2014.

ETHNICITY	Jan-14		Jan-15		Percentage Point Increase / Decrease
	Total	% of total	Total	% of total	
White	36,400	83.8%	36,513	83.1%	- 0.7
Asian or Asian British	2,077	4.8%	2,099	4.8%	-
Black or Black British	1,844	4.2%	2,072	4.7%	0.5
Chinese	132	0.3%	142	0.3%	-
Mixed / Dual Background	2,325	5.4%	2,417	5.5%	0.1
Any Other Ethnic Group	313	0.7%	349	0.8%	0.1
Information Not Obtained	350	0.8%	347	0.8%	-
Grand Total	43,441	-	43,939	-	-

Table 22

## Language

The most widely spoken language other than English using school census (PLASC) information collected in Jan 2015 and reflects the changing pattern of movement into the Medway area.

See Table 19 for data on the change in the top 3 most widely spoken languages (after English) in the last 8 years.

The widening diversity in Medway can also be seen, though the gradual rise in languages spoken. Although it has fallen between 2014 and 2015, since 2008 the number of languages spoken in Medway Schools has risen by 43.

LANGUAGE	2008	2009	2010	2011	2012	2013	2014	2015
Number of languages spoken	111	127	131	141	145	148	157	154
3 most widely spoken	Punjabi	Punjabi	Punjabi	Punjabi	Punjabi	Punjabi	Punjabi	Punjabi
spoken	Bengali	Bengali	Bengali	Slovak	Slovak	Slovak	Polish	Polish
Languages	Urdu	Yoruba	Slovak	Polish	Polish	Polish	Slovak	Bengali

Table 23

## Faith

Looking solely at the 0-9 and 10-17 age ranges, the 2011 Census data shows a greater proportion of young people with no religion and a correspondingly lower proportion of young people who are Christian in comparison to Kent, the South East and England.<sup>11</sup>

Medway is broadly in line with the other comparators for all of the other religions and for religion not stated, with the exception of those recorded as Muslim. In comparison to Kent, Medway has a slightly higher percentage of young people who are Muslim (2.8% at 0-9 years and 2.4% at 10-17 years) compared to Kent as a whole, but it is still low on comparison to England as a whole (9.4% and 7.2% respectively).

	10-17 Years								
	Religion Not Stated	No Religion	Other Religion	Sikh	Muslim	Jewish	Hindu	Buddhist	Christian
Medway		7.5%	42.0%	0.3%	1.4%	2.8%	0.1%	0.9%	0.2%
Kent		8.3%	35.8%	0.1%	0.8%	1.5%	0.1%	0.9%	0.3%
South East		8.5%	34.6%	0.2%	0.7%	4.3%	0.1%	1.4%	0.3%
England		8.4%	30.8%	0.2%	0.9%	9.4%	0.5%	1.6%	0.3%

Table 24

	0-9 Years								
	Religion Not Stated	No Religion	Other Religion	Sikh	Muslim	Jewish	Hindu	Buddhist	Christian
Medway		6.8%	37.1%	0.3%	1.5%	2.4%	0.0%	0.9%	0.3%
Kent		7.3%	32.3%	0.3%	0.8%	1.2%	0.1%	0.8%	0.5%
South East		7.4%	33.1%	0.3%	0.7%	3.0%	0.2%	1.0%	0.5%
England		7.1%	29.3%	0.3%	0.9%	7.2%	0.5%	1.3%	0.3%

Table 25

<sup>11</sup> ONS Nomis Census 2011



**Faith by percentage of population**

■ Medway ■ Kent ■ South East ■ England

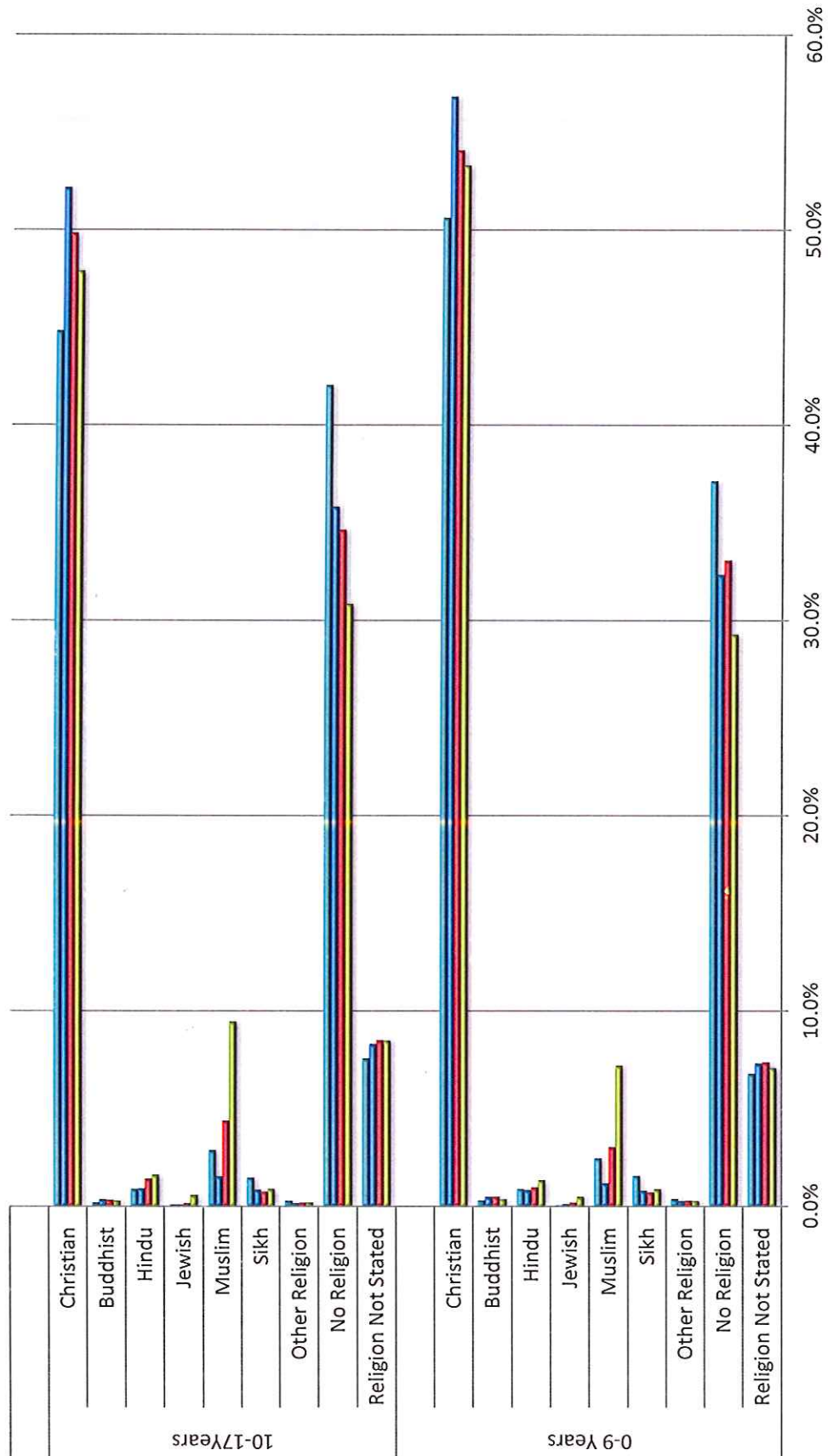


Table 26

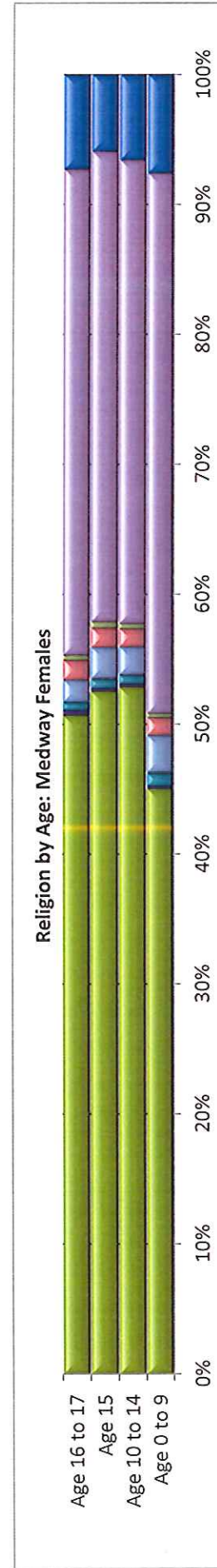
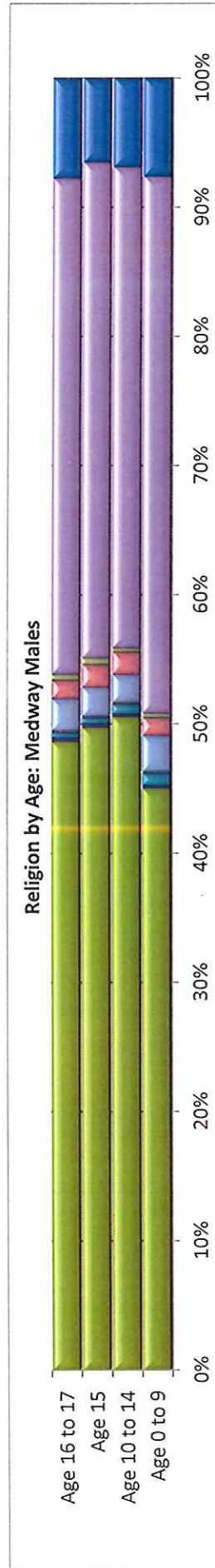
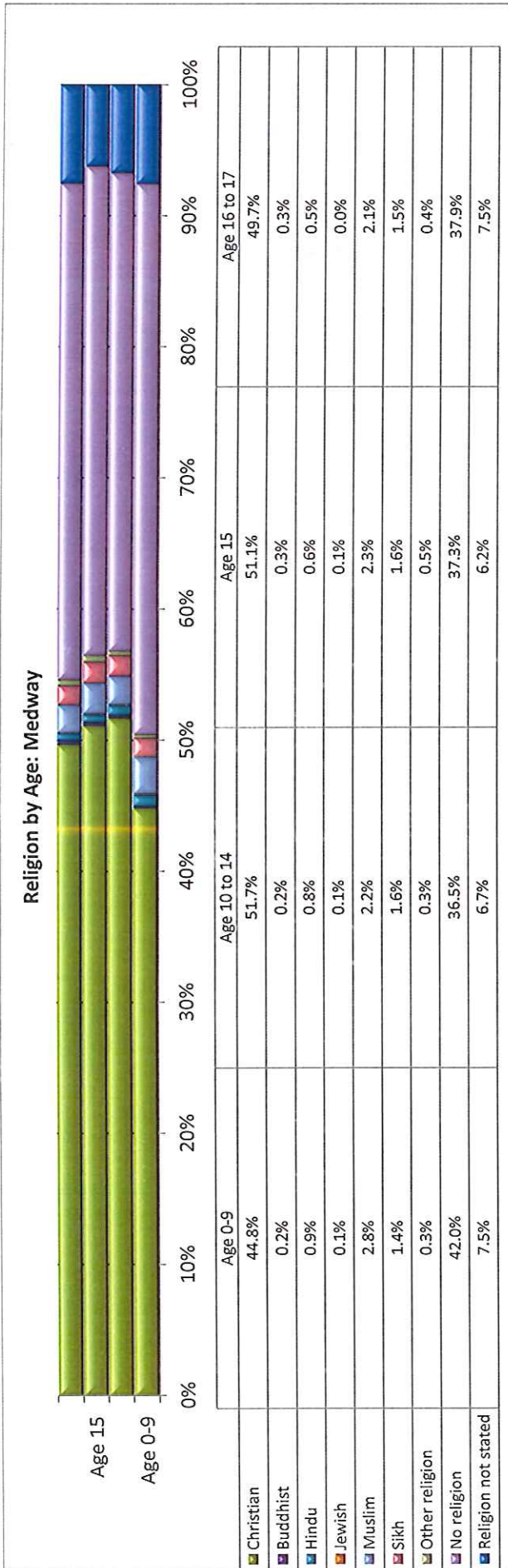
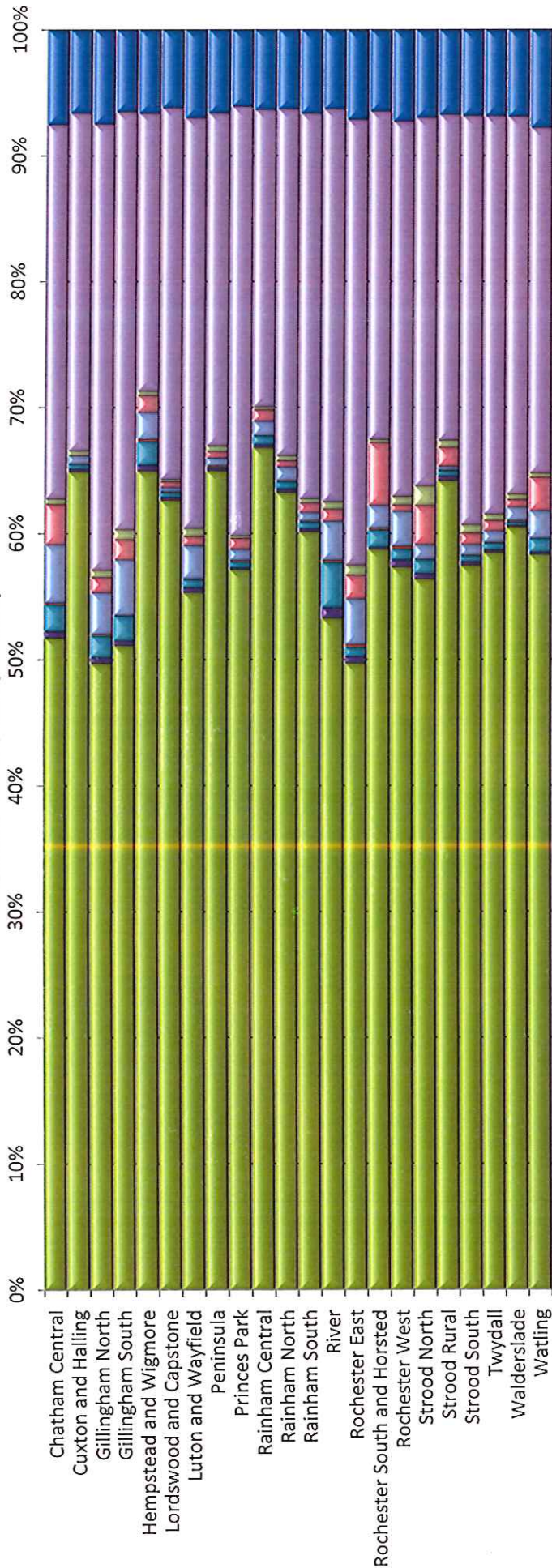


Table 27



Religion by Ward (All Population)



	Watling	Walderslade	Twydall	Strood South	Strood Rural	Strood North	Rochester West	Rochester South and Horsted	Rochester East	River	Rainham South	Rainham North	Rainham Central	Princes Park	Peninsula	Luton and Wayfield	Lordswood and Capstone	Hempstead and Wigmore	Gillingham South	Gillingham North	Cuxton and Halling	Chatham Central
Christian	58.3%	60.5%	58.5%	57.5%	64.2%	56.4%	57.3%	58.7%	49.7%	53.3%	60.1%	63.2%	66.8%	57.1%	65.0%	55.3%	62.6%	65.0%	51.1%	49.7%	64.9%	51.7%
Buddhist	0.2%	0.1%	0.2%	0.3%	0.3%	0.5%	0.6%	0.2%	0.5%	0.8%	0.2%	0.3%	0.2%	0.2%	0.2%	0.4%	0.2%	0.5%	0.4%	0.5%	0.2%	0.5%
Hindu	1.1%	0.3%	0.6%	0.5%	0.4%	1.1%	0.9%	1.4%	0.8%	3.6%	0.6%	0.6%	0.7%	0.5%	0.1%	0.7%	0.4%	1.9%	1.9%	1.7%	0.4%	2.1%
Jewish	0.0%	0.1%	0.0%	0.0%	0.0%	0.0%	0.2%	0.1%	0.2%	0.1%	0.1%	0.1%	0.0%	0.1%	0.1%	0.0%	0.0%	0.2%	0.0%	0.1%	0.0%	0.1%
Muslim	2.2%	1.1%	0.9%	0.9%	0.3%	1.1%	2.8%	1.8%	3.6%	3.1%	0.7%	1.1%	1.1%	0.9%	0.6%	2.7%	0.3%	2.1%	4.4%	3.3%	0.7%	4.6%
Sikh	2.7%	0.6%	0.8%	0.9%	1.5%	3.1%	0.5%	5.0%	1.9%	1.0%	0.8%	0.5%	0.9%	0.9%	0.5%	0.7%	0.5%	1.3%	1.6%	1.2%	0.0%	3.2%
Other Religion	0.3%	0.4%	0.5%	0.7%	0.6%	1.5%	0.7%	0.2%	0.8%	0.6%	0.3%	0.4%	0.2%	0.2%	0.4%	0.6%	0.2%	0.3%	0.8%	0.6%	0.4%	0.4%
No Religion	27.4%	30.0%	31.6%	32.5%	25.9%	29.3%	29.8%	26.1%	35.4%	31.2%	30.6%	27.5%	23.6%	34.1%	26.4%	32.6%	29.5%	22.1%	33.2%	35.4%	26.8%	29.7%
Religion not stated	7.8%	6.9%	6.9%	6.8%	6.7%	7.0%	7.3%	6.5%	7.1%	6.3%	6.6%	6.3%	6.3%	6.1%	6.6%	7.0%	6.2%	6.6%	6.5%	7.5%	6.6%	7.5%

Table 28

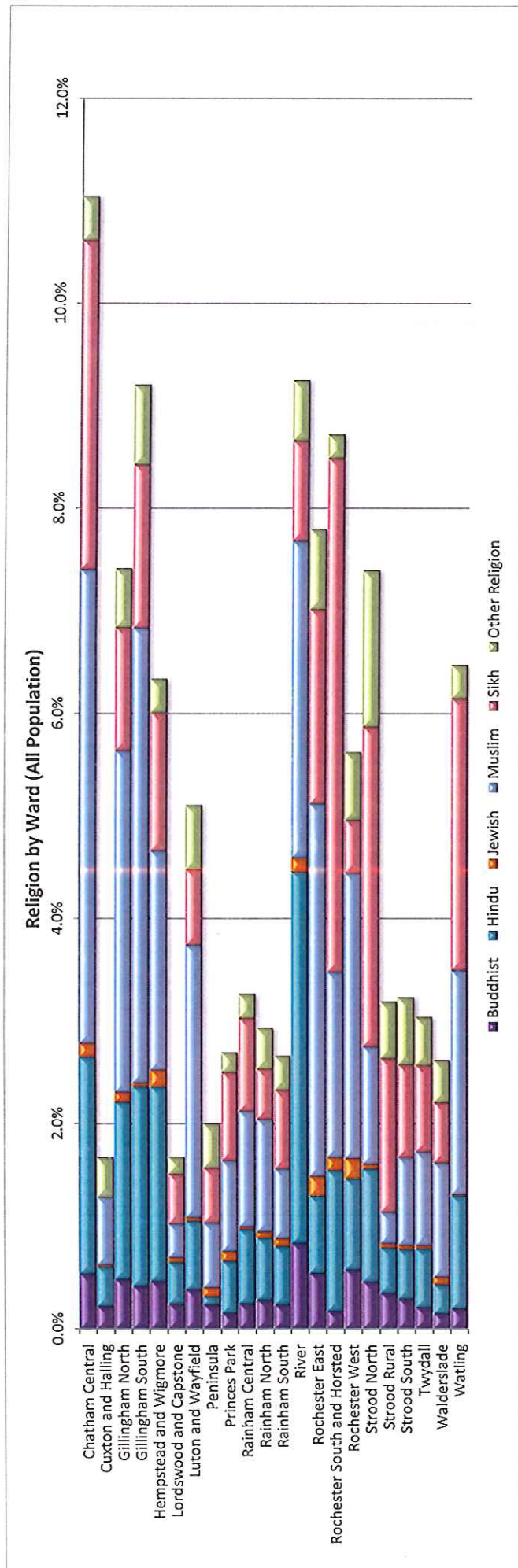


Table 29

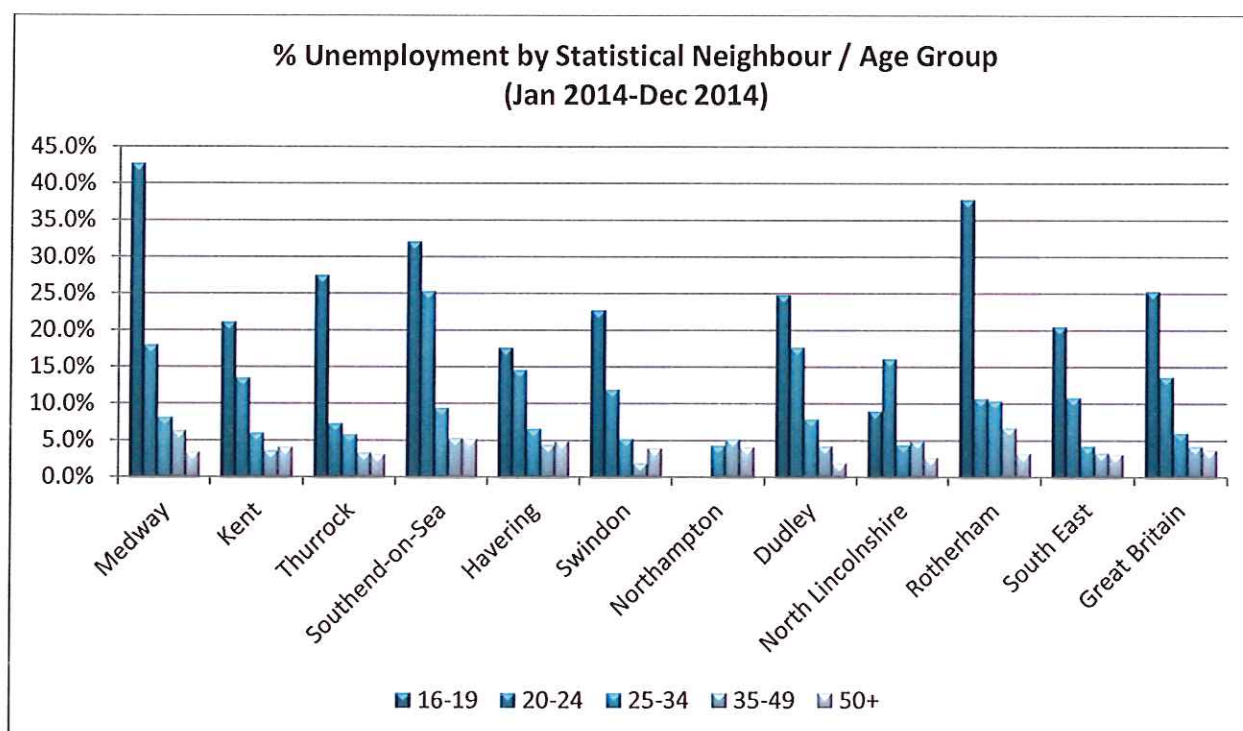
Table 29 shows the spread of faiths (excluding Christianity, No religion and Religion not Disclosed) within the Medway Wards<sup>12</sup>. While all of the wards show religious diversity across all faiths, the Wards with the greatest religious diversity are Chatham Central, Gillingham North, River, Gillingham South and Rochester and South Horsted. The least diverse are Cuxton & Halling, Lordwood & Capstone and Peninsula, all of which are rural or semi-rural communities and are all Wards with a higher percentage of people identifying as Christian. In the Wards that are largely suburban (Princes Park, Rainham Central, Rainham North, Rainham South, Strood Rural, Strood South, Twydall & Walderslade) just 2.5-3% of the population identifying themselves as Buddhist, Hindu, Jewish, Muslim, Sikh or Other Religion.

<sup>12</sup> Census 2011



## Employment

Data is not available for the 16-17 age range only, so figures quoted in this section are for the 16 to 19 year age range, a proportion of which are outside the YOT cohort.<sup>13</sup>



**Table 30**

Unemployment within the sample period in Medway was running at 42.7%, making our youth unemployment the highest within our Statistical Neighbour set; 17 percentage points above the UK average and double that for both Kent and the South East Region. (Table 25)

LA / Region	16-19	20-24	25-34	35-49	50+
Medway	42.7%	18.0%	8.1%	6.3%	3.4%
Kent	21.1%	13.5%	6.0%	3.6%	4.1%
Thurrock	27.5%	7.3%	5.8%	3.3%	3.1%
Southend-on-Sea	32.1%	25.3%	9.4%	5.3%	5.2%
Havering	17.6%	14.6%	6.6%	4.4%	4.9%
Swindon	22.7%	11.9%	5.2%	1.9%	3.9%
Northampton	-	-	4.3%	5.2%	4.1%
Dudley	24.8%	17.7%	7.9%	4.2%	1.9%
North Lincolnshire	9.0%	16.1%	4.4%	4.9%	2.7%
Rotherham	37.8%	10.7%	10.4%	6.7%	3.2%
South East	20.5%	10.8%	4.2%	3.3%	3.1%
Great Britain	25.3%	13.6%	6.0%	4.2%	3.7%

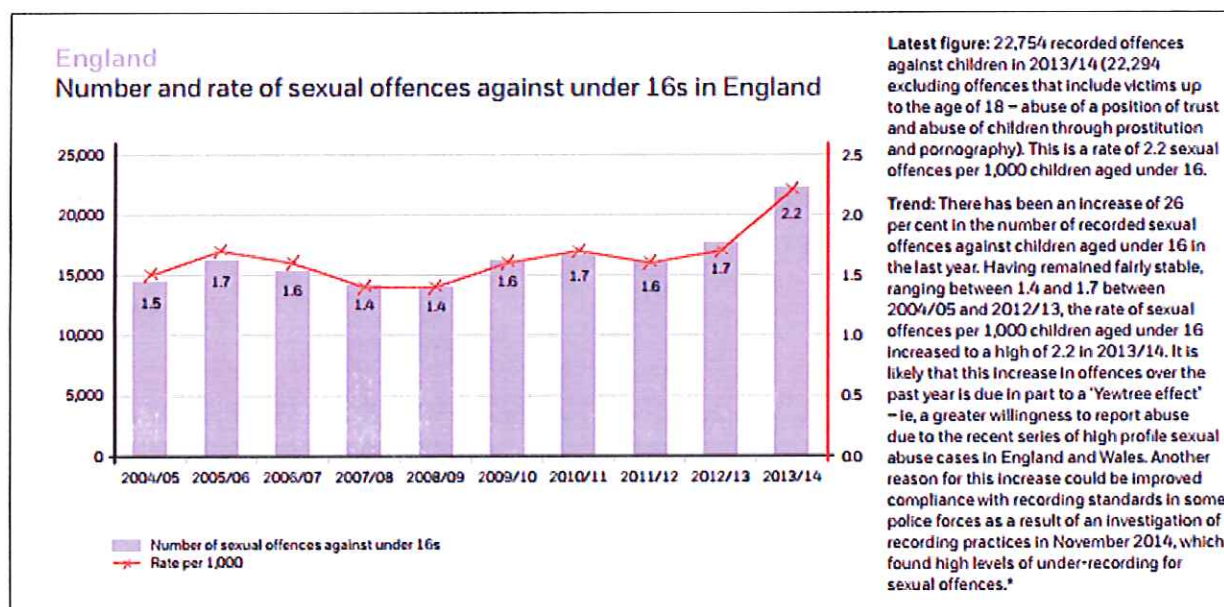
**Table 31**

<sup>13</sup> Annual Population Survey, NOMIS, ONS (Jan 2014 – Dec 2014)

## Child Sexual Exploitation

There is a lack of local data on recorded sexual offences against children. The following is taken from data published by the NSPCC<sup>14</sup> and from analysis of data sets referenced in that publication<sup>15</sup>

Table 32 and Table 33 are taken from *How Safe are Our Children 2015* and shows the increase in data, and suggests some reasons for it. The age of the offender is not specified, so adult and juvenile offences are contained within these figures. With the exception of *Abuse of a position of trust* and *Abuse of children through prostitution and pornography*, sexual offences against young people between 16 and 18 are absent from the data. This methodology has been used in the preparation of Table 34 and Table 35 which show data relating to Kent (including Medway).



**Table 32**  
**England**

Offence category	Number of offences	In 2013/14 there were:
Sexual assault on a male child under 13	1,520	• 5,852 recorded offences of rape of girls under 16 (2,631 offences of rape of a female child under 13 and 3,221 of rape of a female child under 16)
Rape of a female child under 16	3,221	
Rape of a female child under 13	2,631	
Rape of a male child under 16	378	• 4,825 offences of sexual assault against girls aged under 13
Rape of a male child under 13	1,029	
Sexual assault on a female child under 13	4,825	• 1,407 recorded offences of rape of boys aged under 16 (1,029 offences of rape of a male child under 13 and 378 of rape of a male child under 16)
Sexual activity involving a child under 13	2,698	
Sexual activity involving a child under 16	5,562	• 1,520 recorded offences of sexual assault against boys aged under 13.
Abuse of position of trust of a sexual nature (includes u18s)	176	
Abuse of children through prostitution and pornography (includes u18s)	284	
Sexual grooming	430	
<b>Total</b>	<b>22,754</b>	

**Table 33**

<sup>14</sup> How Safe are Our Children 2015 Report

<sup>15</sup> Home Office Police open source data tables 2007-2015



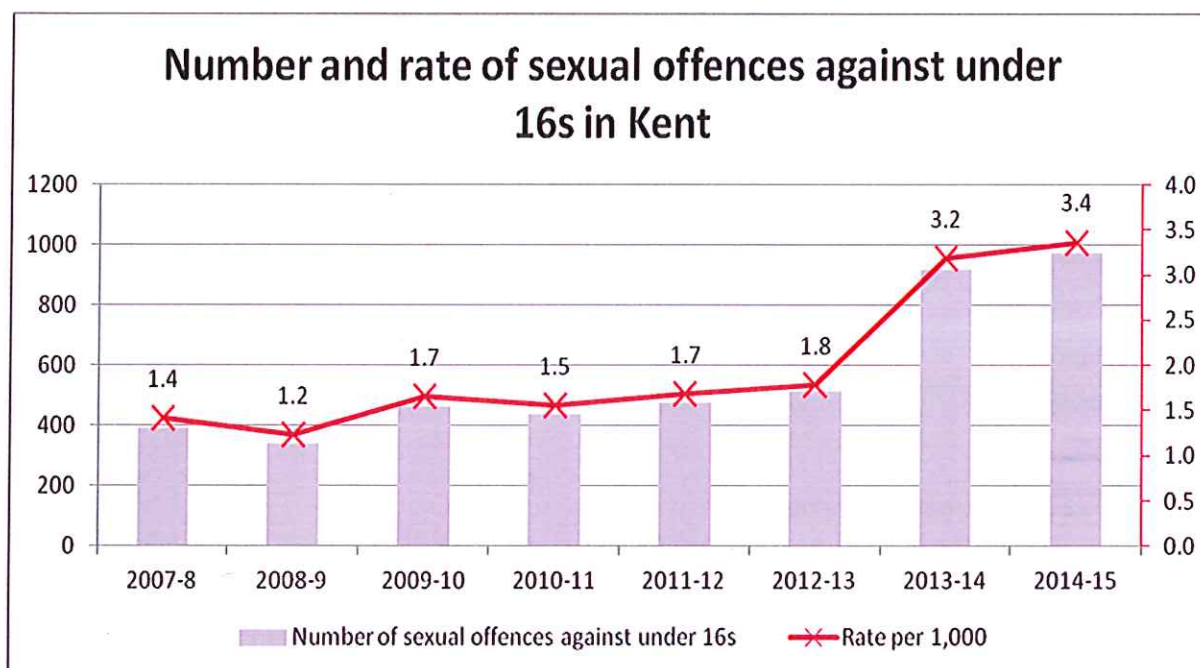


Table 34

Kent								
Offence Category	2007-8	2008-9	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15
Rape of a female child under 13	32	32	49	65	80	73	116	107
Rape of a female child under 16	67	64	73	64	63	66	109	119
Rape of a male child under 13	11	3	21	16	25	26	55	32
Rape of a male child under 16	3	2	7	4	3	12	12	10
Sexual activity involving a child under 13	51	51	53	63	62	76	162	235
Sexual activity involving child under 16	100	86	99	103	94	111	240	228
Sexual assault on a female child under 13	86	61	110	85	104	91	134	147
Sexual assault on a male child under 13	24	21	28	21	21	37	44	33
Sexual grooming	10	9	9	9	13	9	18	17
Abuse of position of trust of a sexual nature	6	5	4	2	8	5	10	19
Abuse of children through prostitution and pornography	1	7	9	4	4	7	17	25
Total	391	341	462	436	477	513	917	972

Table 35

The NSPCC publication *No one noticed, no one heard: a study of disclosures of childhood abuse* (2009-10) used a number of sources in its examination of abuse (Table 36). The sample however was not analogous with the UK population.

	Study young people, 18 to 24 yrs (n=60)	General population sample of 18 to 24 yrs (n=1,761)
Gender	88% female (n=53) 12% male (n=7)	54% female 46.3% male
Mean age and standard deviation	21.33 (sd=1.93)	20.56 (sd=1.98)
Ethnicity	92% White majority 8% Black or minority	81.5% White majority 18.5% Black or minority
Disability	43% (n=26)	7.4%
Special educational needs	10% (n=6)	8.1%

Table 36

## Index of Multiple Deprivation 2015

The Index of Multiple Deprivation (IMD) is the official measure of relative deprivation for small areas (Lower Super Output Areas, LSOA) in England. It ranks each small area from 1 to 32,844 with 1 being the most deprived. The index is created by measuring relative levels of deprivation across seven different areas:

- Income
- Employment
- Education
- Health
- Crime
- Barriers to housing and services
- Living environment

The index provides an important relative measure of deprivation to enable local authorities to understand the dynamics of their local area. The IMD has significant overlaps with the emerging priorities identified for the Council Plan. The seven areas measured by the IMD will all impact on the Council's ability to deliver improvements within the area and for people's lives. Deprivation is a key indicator for the need for services, the greater the level of deprivation the greater the likely need for services.

The overview section below, written by Planning Policy, summarises the IMD. It is enhanced further by a cross tabulation with customer profiling data, before the implications for Medway are considered.

### Overview of the Index of Multiple Deprivation

Medway is ranked 118th most deprived Local Authority of 326 in England in the 2015 Index of Multiple Deprivation. This is a relatively worse position than in the previous index in 2010, when Medway was ranked 136<sup>th</sup> most deprived of 325.

While Medway has many areas which fare poorly on income and employment deprivation - the main domains in the multiple index - crime stands out as a particular weakness, with Medway ranking 53rd most deprived Local Authority in England for crime. After that 'education, skills and training' has a ranking of just 86.

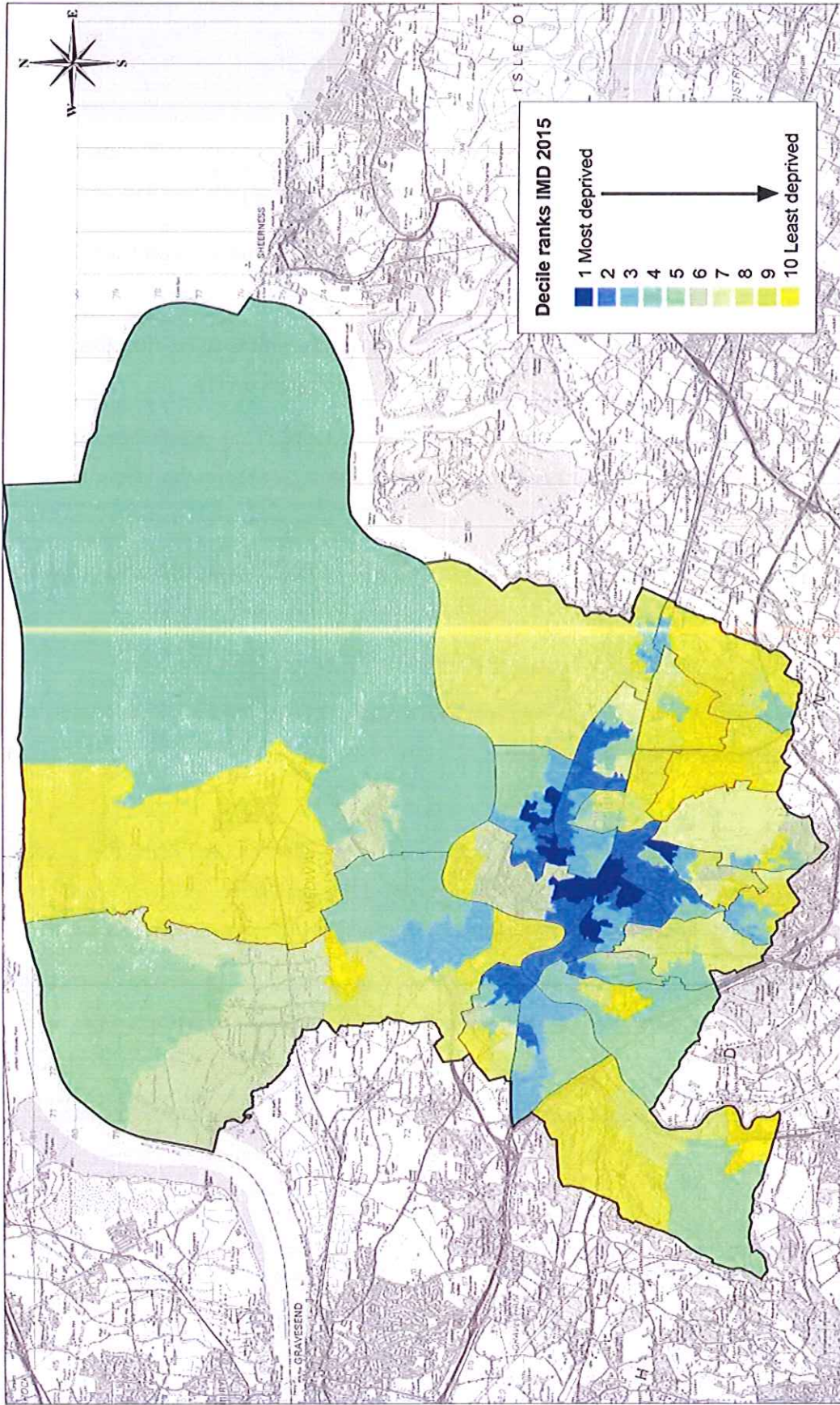
In the 2015 index which is based on measures taken from 2012/13, Medway has 32 neighbourhoods ranked in the 20% most deprived nationally, and 12 ranked in the 10% most deprived.

Medway's most deprived neighbourhood in River ward is now ranked in the 1% most deprived of areas nationally. In the 2010 index this area was ranked in the 3% most deprived nationally.

The most deprived neighbourhoods are concentrated in central parts of Medway, most notably Chatham Central, Gillingham North and Luton & Wayfield.



Map 1



IMD 2015 decile ranks (where 1 is most deprived 10% of LSOAs)

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**medway**  
Serving You

Scale: 1:25000 21/10/15  
© Medway Council, 2015



Just over two-thirds of the neighbourhood areas in Medway have a relatively worse ranking than in the 2010 index.

Gillingham South appears to have shown the most significant relative decline since 2010- while this ward does not contain the most severely deprived neighbourhoods of Medway, a number (4/10) of neighbourhoods in Gillingham South have shown a significant relative decline.

### Income

Medway income Ranking /326	Areas in 10% most deprived / (change since 2010)	Areas in 20% most deprived (change since 2010)	Deprivation theme Medway ranking /7
102	10 (+4)	29 (+5)	3 <sup>rd</sup> most deprived

Table 37

The income deprivation measure includes both those people that are out of work, and those that are in work but who have low earnings.

Medway is ranked in the 32% most deprived Local Authorities in England for income- this is worse than Medway's overall position for multiple deprivation, being in the 37% most deprived Local Authorities in England overall.

Income, along with employment, are the two main deprivation domains making up 45% of the overall index between them. Income is slightly worse than employment in Medway, with an income ranking of 102 of 326 Local Authorities in England against an employment ranking of 107.

Medway has 29 neighbourhoods ranked in the 20% most deprived nationally and within those 10 are ranked in the 10% most deprived. This is up on the 2010 index position, with an extra 5 neighbourhoods in the 20% most deprived.

Of those 10 most income deprived neighbourhoods, 3 are in Gillingham North and 3 are in Luton & Wayfield.

9 of the 10 areas in the 10% most income deprived were ranked in at least the 20% most deprived in the 2010 index. 7 of these areas are also ranked in the 20% most employment deprived areas.

### Child Poverty

Medway is ranked 90<sup>th</sup> out of 326 local authorities, placing Medway in the 28% most deprived Local Authorities in England for Child Poverty. This is worse than Medway's overall income ranking being in the 32% most income deprived Local Authority and below Medway's overall position for multiple deprivation being in the 37% most deprived Local Authorities in England.

Medway has 36 neighbourhoods ranked in the 20% most deprived nationally and within those, 12 are ranked in the 10% most deprived. 10 more neighbourhoods are ranked in the 20% most deprived nationally compared to the 2010 index, with 4 more areas in the 10% most deprived.

Of those 16 most deprived neighbourhoods, 5 are located in Luton & Wayfield, 5 are located in Chatham Central and 2 are located in Gillingham North.

## Older Persons Poverty

Medway is ranked 133 out of 326 , placing Medway in the 41% most deprived Local Authorities in England for Older Persons Poverty - this is better than Medway's income ranking (102) and below Medway's overall position for multiple deprivation (118).

Medway has 17 neighbourhoods ranked in the 20% most deprived nationally and within those 5 are ranked in the 10% most deprived. This is a slight relative improvement on the 2010 index with 2 fewer neighbourhoods ranked in the 20% most deprived and 1 fewer in the 10% most deprived.

## Employment

Medway employment Ranking /326	Areas in 10% most deprived / (change since 2010)	Areas in 20% most deprived (change since 2010)	Deprivation theme Medway ranking /7
107	9 (+2)	32 (+8)	4 <sup>th</sup> most deprived

Table 38

The employment deprivation measure relates to the proportion of the working age population in an area involuntarily excluded from the labour market, which includes people who would like to work but are unable to do so due to unemployment, sickness or disability, or caring responsibilities.

Medway is ranked in the 33% most deprived local authorities in England for employment - this is worse than Medway's overall position for multiple deprivation, being in the 37% most deprived local authorities in England.

Employment along with income are the two main deprivation domains making up 45% of the overall index between them. Employment is slightly better than income in Medway with an employment ranking of 107 of 326 Local Authorities in England against an income ranking of 102.

Medway has 32 neighbourhoods ranked in the 20% most employment deprived areas nationally and within those 9 are ranked in the 10% most employment deprived. This is greater than in the 2010 index position, with a further 8 neighbourhoods in the 20% most employment deprived.

Of those 9 most employment deprived neighbourhoods, 2 are in Gillingham North, 2 are in Luton & Wayfield and 2 are in Chatham Central.

## Health and disability

Medway Health Ranking /326	Areas in 10% most deprived / (change since 2010)	Areas in 20% most deprived (change since 2010)	Deprivation theme Medway ranking /7
140 <sup>th</sup>	3 (-)	12 (-3)	6 <sup>th</sup> most deprived

Table 39



The health deprivation measure relates to the risk of premature death and the impairment of quality of life through poor physical or mental health.

Medway is ranked in the 43% most deprived local authorities in England for health and disability - this is better than Medway's overall position for multiple deprivation, being in the 37% most deprived Local Authorities in England.

Medway has 12 neighbourhoods ranked in the 20% most health deprived areas nationally and within those, 4 are ranked in the 10% most health deprived. 3 fewer neighbourhoods are in the most health deprived 20% compared to the 2010 index.

Medway's most health deprived neighbourhood, located in River ward, is ranked in the 1% most health deprived for 'health and disability' (as well as crime).

### Education skills and training

Medway 'Education' Ranking /326	Areas in 10% most deprived / (change since 2010)	Areas in 20% most deprived (change since 2010)	Deprivation theme Medway ranking /7
86 <sup>th</sup>	16 (+4)	43 (-2)	2 <sup>nd</sup> most deprived

Table 40

The 'Education, Skills and Training' deprivation measure relates to the lack of educational attainment and skills in the local population. This deprivation theme falls into two sub-themes: one relating to children and young people and one relating to adult skills.

Medway is ranked in the 27% most deprived local authorities in England for 'Education skills and training' - this is worse than Medway's overall position for multiple deprivation being in the 37% most deprived local authorities in England.

Education skills and training is Medway's second weakest theme (after crime).

Medway has 43 neighbourhoods ranked in the 20% most deprived nationally and within those 16 are ranked in the 10% most deprived. 2 fewer neighbourhoods are in the 20% most deprived compared to the 2010 index, but there are a further 4 areas in the 10% most deprived.

Of those 16 most deprived neighbourhoods, 5 are located in Luton & Wayfield, 4 are located in Chatham Central and 2 are located in Gillingham North.

Medway fares worse on the educational attainment of young people over adults.

### Young people

17 areas are ranked in the 10% most deprived nationally of young people's education.

5 of these are located in Luton & Wayfield, 4 are in Chatham Central and 4 are in Gillingham North.

1 area in Luton and Wayfield is ranked 17<sup>th</sup> most deprived area of 32,844 areas nationally, the lowest ranking of any area in Medway across all deprivation themes.

## Adult skills

Skills amongst the adult population in Medway appears relatively less of an issue than for the young people's education sub-theme, with 10 areas ranked in the 10% most deprived nationally. 3 of these areas are located in Twydall.

## Barriers to Housing and services

Medway 'Education' Ranking /326	Areas in 10% most deprived / (change since 2010)	Areas in 20% most deprived (change since 2010)	Deprivation theme Medway ranking /7
240 <sup>th</sup>	3 (-4)	10 (-)	7 <sup>th</sup> most deprived

Table 41

The Barriers to Housing and Services' deprivation measure relates to the physical and financial accessibility of housing and key local services. This deprivation theme falls into two sub-themes: 'geographical barriers', which relate to the physical proximity of local services, and 'wider barriers' which includes issues relating to access to housing such as affordability.

Medway is ranked in the 27% least deprived local authorities in England for 'Barriers to Housing and services' - this is Medway's strongest deprivation theme.

While a relative improvement can be seen at Medway level since the 2010 index there are still 10 neighbourhoods in the 20% most deprived nationally and of those, 3 are in the worst 10%.

## Crime

Medway 'Crime' Ranking /326	Areas in 10% most deprived / (change since 2010)	Areas in 20% most deprived (change since 2010)	Deprivation theme Medway ranking /7
53 <sup>rd</sup>	30 (+8)	51 (+15)	1 <sup>st</sup> most deprived

Table 42

The crime deprivation theme measures the risk of personal and material victimisation.

Medway is ranked in the 17% most deprived local authorities in England for crime- this is below (worse than) Medway's overall position for multiple deprivation being in the 37% most deprived local authorities in England.

Crime is Medway's weakest deprivation theme, with 51 neighbourhoods ranked in the 20% most deprived nationally and of those 30 are in the 10% most deprived.

Of those areas in the 10% most deprived, Gillingham North, Gillingham South and Luton & Wayfield account for 6 neighbourhoods respectively, with 4 in Chatham Central.

Gillingham South has the 2 lowest ranking neighbourhoods for crime ranking at 99 and 100 (of 32,844 etc. nationally).



## Living Environment

Medway 'Living Environment' Ranking /326	Areas in 10% most deprived / (change since 2010)	Areas in 20% most deprived (change since 2010)	Deprivation theme Medway ranking /7
126 <sup>th</sup>	17 (-4)	36 (-6)	5 <sup>th</sup> most deprived

Table 43

The 'Living Environment' deprivation measure relates to the quality of the local environment. This deprivation theme falls into two sub-themes: The 'indoors' living environment measures the quality of housing; while the 'outdoors' living environment contains measures of air quality and road traffic accidents.

Medway is ranked in the 39% most deprived Local Authorities in England for 'Living Environment' - this is better than Medway's overall position for multiple deprivation, being in the 37% most deprived Local Authorities in England.

Medway has 36 neighbourhoods ranked in the 20% most deprived nationally and within those seventeen are ranked in the 10% most deprived.

There has been a relative improvement in the 'Living Environment' since the 2010 index with 6 fewer neighbourhoods in the 20% most deprived and 4 fewer areas in the 10% most deprived.

Medway appears to far worse on the indoor environment which relates to housing quality.

### Indoors environment - 'housing quality'

36 areas are ranked in the 20% most deprived nationally for housing quality.

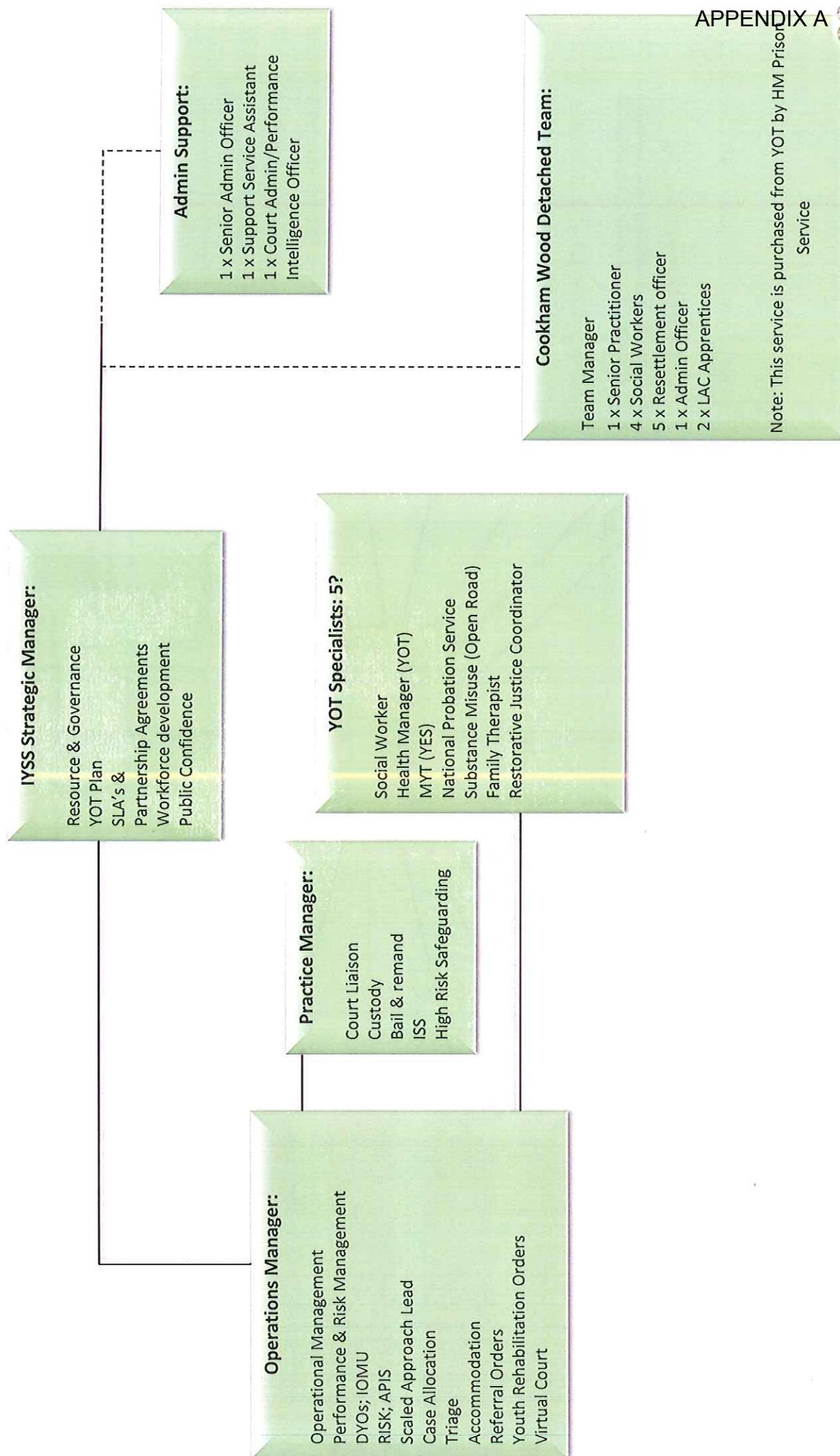
22 areas are ranked in the 10% most deprived nationally. 6 of these are located in Gillingham South, 4 are in Gillingham North and 4 are in Chatham Central.

### Outdoors environment - 'air quality and road traffic accidents'

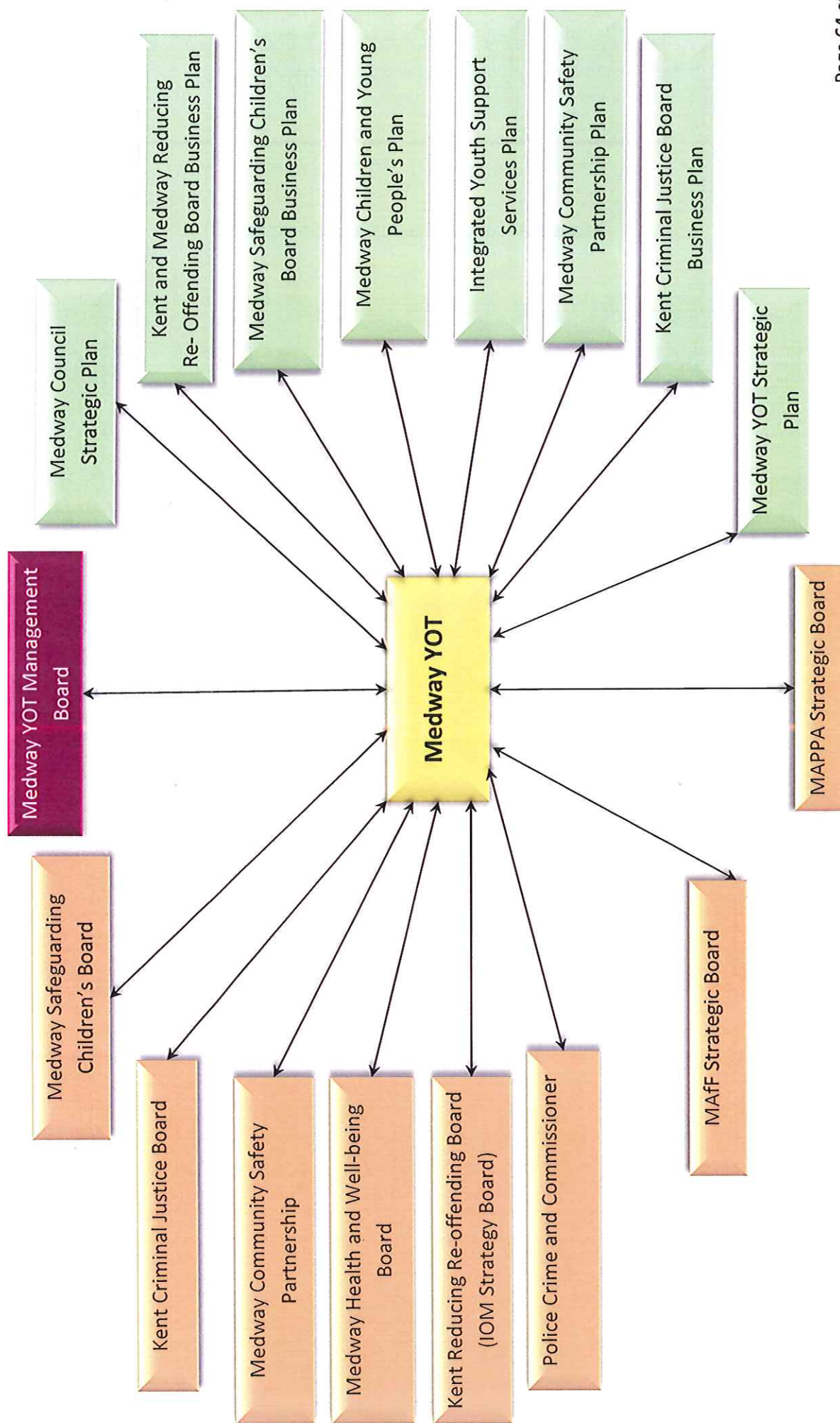
A total of 44 areas are ranked in the 20% most deprived nationally for air quality and road traffic accidents.

4 areas are ranked in the 10% most deprived nationally. These are located in Chatham Central, Luton & Wayfield, River and Strood South.

## Appendix 2 - Medway Youth Offending Team Areas of Responsibility & Reporting



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## Glossary of Terms

YOT – Youth Offending Team  
 YOS – Youth Offending Service  
 YJB – Youth Justice Board  
 YISP – Youth Inclusion Support Panel  
 YP – Young People  
 YOI – Young Offenders Institute  
 KCJB – Kent Criminal Justice Board  
 KPA – Kent Police Authority  
 LAA – Local Area Agreement  
 NI – National Indicators  
 PCT – Primary Care Trust  
 OLASS – Offender Learning and Skills Service  
 SP – Strategic Plan  
 SEG – Strategic Executive Group  
 DYO – Deter Young Offenders  
 CJSSS – Criminal Justice Simple Speedy Summary  
 FTE – First Time Entrants (to the Youth Justice System)  
 IPT - Integrated Prevention Team  
 MSCB – Medway Safeguarding Children Board  
 QA – Quality Assurance  
 IYSS – Integrated Youth Support Service  
 CAF – Common Assessment Framework  
 ECM – Every Child Matters  
 DTO – Detention and Training Order  
 IOMU – Integrated Offender Management Unit  
 ASDAN – Educational achievement award  
 ISS – Intensive Support and Surveillance  
 FTE – First Time Entrants (to the Youth Justice System)  
 ETE – Education Training and Employment  
 NEET – Not in Education Training or Employment  
 NHS – National Health Service  
 PCC – Police & Crime Commissioner  
 PVE – Prevention of Violent Extremism  
 Baseline – The starting position for comparative statistical analysis  
 TYS – Targeted Youth Support  
 JAC – Junior Attendance Centre





# Diversity impact assessment

<b>TITLE</b> <i>Name/description of the issue being assessed</i>	<b>Integrated Youth Support Service</b>  - Future In House Delivery
<b>DATE</b> <i>Date the DIA is completed</i>	<b>December 2016</b>
<b>LEAD OFFICER</b> <i>Name of person responsible for carrying out the DIA.</i>	<b>Andrew Willetts</b>

## 1 Summary description of the proposed change

At the Cabinet meeting on 22 November 2016, Cabinet agreed not to award an outsourced contract for the future delivery of Integrated Youth Support Services and that a further report should be submitted to this Cabinet with the financial benefits of an alternative delivery model.

Management consultants were appointed to consider arrangements for keeping IYSS in house and the financial benefits which might be accrued over time of this alternative model alongside improved outcomes in a revised Children's Services structure.

Their conclusion is that there are financial benefits over five years on keeping the Youth Service and Youth Offending Team within Children's Services, aligning with the Early Help and Safeguarding priorities, which potentially could reduce the number of young people who are excluded from school or require intensive support, including being taken into care. This accords with recent remodeling of Children's Services and the need to focus resource on prevention.

The financial envelope for the delivery of Information, Advice and Guidance (IAG) was also assessed as part of the exercise. It is recommended that the best way to deliver IAG at this stage is to continue to commission this work from Medway Youth Trust through a contract extension, but within the advised cost envelope and targeted specifically at those most at risk.

The integrated youth support service budget will be reduced to £1.475m from April 2017, of which £300,000 is allocated to IAG and £1.175m will be allocated for the Youth and YOT Services. This represents a significant reduction from the 2015/16 base budget of £2.653m, which the service was working to when the decision was originally made to outsource IYSS.

# Diversity impact assessment

## 2 Summary of evidence used to support this assessment

Full Diversity Impact Assessments were completed on the following IYSS agencies:

- On IYSS this was completed in March 2016 and is updated in this DIA.
- MYT – YES Contract 2012-17 – Full DIA completed February 2014
- Medway Youth Service – Full DIA completed May 2014
- Medway Youth Offending Team – Full DIA completed July 2014

## 3 What is the likely impact of the proposed change?

Is it likely to :

- Adversely impact on one or more of the protected characteristic groups?
  - Advance equality of opportunity for one or more of the protected characteristic groups?
  - Foster good relations between people who share a protected characteristic and those who don't?
- (insert ✓ in one or more boxes)*

Protected characteristic groups	Adverse impact	Advance equality	Foster good relations
Age	x		
Disability	x		
Gender reassignment			
Marriage/civil partnership			
Pregnancy/maternity			
Race	x		
Religion/belief			
Sex	x		
Sexual orientation			
Other (e.g. vulnerable or disadvantaged groups)	x		

# Diversity impact assessment

## 4 Summary of the likely impacts

### AGE

IYSS have varying age ranges in the age group definition 10-19 but work outside this where need occurs. Statistics are collected monthly for MIS performance data.

Medway YOT works with the 10-17 age group, YES works predominantly with the 13-19 age group.

IYSS services from 2017 will offer programmes and services to young people in the 10-19 age groups and to 25 years with additional needs.

Some geographical areas of Medway will have reduced universal provision of Youth Work programmes and unbiased information, advice and guidance provision will be significantly reduced from the 6681 interventions in 2015-16. Medway Youth Service reported contact with 3755 young people 10-19 years in 2015-16. There is a further reduction in the funding envelope for the service over the period 2017 – 21 which will result in a reduction in universal contacts.

### Disability

The IYSS service is open to young people regardless of disability. We promote activities with disability groups – Special Needs Club exist at Parkwood and Woodlands YC and action plans are in place for DDA building compliance.

Statistics are collected monthly for MIS performance data. A focus of the YES contract is to provide high quality support to young people with Education and Health Care Plans (EHP).

In 2015-16 Medway Youth Service worked with 163 young people 10-19 years who were identified as having a disability. This equates to 4.3 %.

In 2015-16 the YES contract was accessed by 13 % young people identified as SEND. However, elements of this support service will be reduced in terms of unbiased information, advice and guidance as the funding available from 2017 will be significantly reduced on current budget levels. This will have an adverse impact on our Not in Education, Employment and Training (NEET) levels from 2017.

### Race

The Integrated Youth Support service is open to all young people including all BME groups. The Youth Service and YES contract supports positive activities with BME groups – Statistics are collected monthly for MIS performance data.

In 2015-16 the Youth Service had a participation rate of 11.3%. The BME

## Diversity impact assessment

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population of this age group in Medway is 21%.

In 2015 Medway YOT had a BME population of 26.8%.

In 2015-6 the YES Contract was accessed by 18.6 % young people from BME backgrounds.

### **SEX**

The Integrated Youth Support Service conducts itself within equal opportunity principles – access and training.

Statistical returns indicate a positive engagement with both genders.

Statistics are collected monthly for MIS performance data.

In 2015-16 The Youth Service had a participation rate of 40.5% of girls and young women. Considering the national reduction in female engagement with youth services, this figure is still positive.

In 2015-16 45.3% of young people who accessed the YES contract were female.

In 2015 the Medway YOT had 20.5% of its client cohort comprising the female gender.

### **Other (Disadvantaged and vulnerable groups)**

IYSS support to young people in Medway Council has traditionally focused on vulnerable and disadvantaged groups of young people. This targeting of service delivery has been across both statutory and discretionary services and included young people with special needs, looked after children and young people from areas of the council with high deprivation indicators.

80% of the YES contract work is targeted at vulnerable groups of young people. The numbers of these vulnerable young people supported through the YES contract will reduce significantly.

# Diversity impact assessment

## 5 What actions can be taken to mitigate likely adverse impacts, improve equality of opportunity or foster good relations?

- *Are there alternative providers?*
- *What alternative ways can the Council provide the service?*
- *Can demand for services be managed differently?*

It is proposed that these services work in an integrated model, with resources primarily targeted towards early help, safeguarding and those at the edge of care. The statutory duties of the Youth Offending Team will be maintained. The national review of the youth justice system has recently been published and it promotes the integrated model.

Youth centres will be maintained, offering some limited universal provision but will again focus on targeted services and provide bases for early help support. The effective use of those buildings will be factored into the development of the service, working with their management committees.

The Youth Parliament is currently supported by the Youth Service. It is proposed that this continues initially within Early Help, preserving its strong links with the democratic system and continuing to influence the development of council services.

Currently this is a large universal contract. The resource envelope for delivery of IAG has reduced significantly. Medway Youth Trust has the expertise in this area and also in the wider 16-19 agenda. It is preferable to commission that expertise rather than establish a new provision in house.

The current contract is for the delivery of IAG. We propose that the current contract be extended for two years to August 2019 at the reduced cost envelope of £300,000 from April 2017. This contract would focus IAG on young people most at risk but would also include the implementation and delivery of the 16-19 Strategy which was approved by Cabinet in July 2016.

## 6 Action plan

- *Actions to mitigate adverse impact, improve equality of opportunity or foster good relations and/or obtain new evidence*

Action	Lead	Deadline or review date
1. Cabinet	DD/PM	Dec 2016
2. Overview and Scrutiny	DD/PM	Jan 2017



# Diversity impact assessment

## 7 Recommendation

*The recommendation by the lead officer should be stated below. This may be:*

- to proceed with the change implementing action plan if appropriate
- consider alternatives
- gather further evidence

*If the recommendation is to proceed with the change and there are no actions that can be taken to mitigate likely adverse impact, it is important to state why.*

Cabinet is asked to:

- Approve the retention of youth services and the Youth Offending Team (YOT) within Children's Services.
- Agree the extension of the contract with Medway Youth Trust to August 2019 on the basis set out in this report.
- To note that the reconfiguration of services to effect delivery and savings reductions will be undertaken by the Interim Director of Children and Adults Services, in consultation with the Portfolio Holder for Children's Services (Lead Member).
- Any subsequent proposal to restructure/reconfigure IYSS can be undertaken by the Director of Children and Adults Services, in consultation with the Portfolio Holder for Children's Services (Lead Member), under delegated authority.

## 8 Authorisation

*The authorising officer is consenting that:*

**Assistant Director**

**Ann Domeney**

**Date**

**January 2017**

Contact your Performance and Intelligence hub for advice on completing this assessment

RCC: phone 2443 email: [annamarie.lawrence@medway.gov.uk](mailto:annamarie.lawrence@medway.gov.uk)

C&A: (Children's Social Care) contact your normal P&I contact

C&A (all other areas): phone 1481 email: [paddy.cahill@medway.gov.uk](mailto:paddy.cahill@medway.gov.uk)

BSD: phone 2472/1490 email: [corppi@medway.gov.uk](mailto:corppi@medway.gov.uk)

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Send completed assessment to the Corporate Performance & Intelligence Hub (CPI) for web publication  
([corppi@medway.gov.uk](mailto:corppi@medway.gov.uk))