

Community and Wellbeing Committee

13 January 2026

FEES AND CHARGES 2026/27

Head of Service:	Cagdas Canbolat, Director of Corporate Services and Section 151 Officer (Chief Finance Officer)
Report Author	Richard Appiah-Ampofo, Senior Accountant
Wards affected:	(All Wards);
Urgent Decision?(yes/no)	No
If yes, reason urgent decision required:	N/A
Appendices (attached):	Appendix 1 – Fees and Charges Schedule 2026/27

Summary

This report recommends fees and charges for which this Committee is responsible, with the new charges being effective from 1 April 2026.

Recommendation (s)

The Committee is asked to:

- (1) Agree the fees and charges for the Community and Wellbeing Committee for 2026/27.**

1 Reason for Recommendation

- 1.1 To agree the fees and charges for the Community and Wellbeing Committee for 2026/27.

2 Background

- 2.1 The Council will meet to agree the budget, including estimates of income and expenditure, on 10 February 2026. To enable the budget to be finalised, Policy Committees are asked to recommend fees and charges covering the services for which they are responsible.
- 2.2 The fees and charges presented in this report are discretionary charges only. For discretionary charges, there is scope to generate additional income, to reduce any subsidy of the service or to contribute to an improved budget position.

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- 2.3 There are a number of charges set externally that the Council has no power to alter. This restricts the Council's ability to raise additional income and therefore the fees and charges set by statute are not presented to this Committee for approval.
- 2.4 When preparing budget estimates, fees and charges have been reviewed by service managers and any negative impact on demand anticipated by increased charges has been considered.
- 2.5 Members should refer to the revenue budget report on this agenda for an overview of the Committee's budget position.
- 2.6 In January 2018, to reflect changes to the Council's management structure, the Committee agreed that the Chief Finance Officer should have delegated authority to vary fees and charges for items generating income under £1,000 per annum. The Committee also agreed that this officer be permitted under delegated authority to set charges for one-off services or items not included in the fees and charges schedule.

3 Proposals

- 3.1 The proposed fees and charges for 2026/27 are set out at Appendix 1 to this report. The main variations in fees and charges for each service area outside the range of an increase between 4.8% and 10% are set out below:

3.2 Playhouse

- 3.2.1 To ensure ongoing support for the Epsom Playhouse Theatre, it is recommended that the facility fee remains at £1.50 per ticket. This fee will continue to be allocated exclusively for the theatre's maintenance.
- 3.2.2 New fees are also being introduced for the hire of the Upper Bar and for non-theatrical hire of the Myers Studio
- 3.2.3 New technical fees and charges have been implemented to align with industry standards, covering the hire of equipment such as projectors and microphones.

3.3 Community Services

- 3.3.1 It is proposed that some Community Alarm fees are retained at 2025/26 levels to ensure that the rates remain competitive.

3.4 Disabled Facility Grant Fees

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- 3.4.1 The Council has a statutory duty to operate a Disabled Facilities Grant Scheme, funded by Central Government. Over recent years this role has become more complex, with a broader remit than previously, involving multi agency working and a wide variety of assistance required by clients.
- 3.4.2 To reflect the officer time and general administration costs incurred as a result of this work, it was agreed in 2018/19 that the Council should charge fees to the fund. As these fees are on a cost recovery basis, no increases are proposed. The proposed fee structure for 2026/27 is as follows:
- 3.4.3 Mandatory Grants: these are provided to enable adaptations to allow residents access to essential facilities within and around the home.

Minimum fee charge	£450	e.g. level access showers / stair lifts
Works up to £30k	10%	
Works in excess of £30k Fees capped at maximum works the Policy permits the Council to fund	7.5%	e.g. ground floor extensions to provide downstairs wetroom/bathroom facilities
Aborted works: Pre-specification stage	£450	Works may be aborted where an applicant's level of need has changed significantly since receipt of the original Occupational Therapist's report, or where the applicant has passed away.
Post-specification stage depending on grant value Limited at £60k (or higher as Policy determines)	10%/7.5% of 70% of works	

- 3.4.4 Discretionary Grants (funded through DFG allocation): for example, installation of galvanised (outdoor) handrails or measures to address thermal discomfort, e.g., replacement windows and heating.

Minimum fee charge	£300
All works	10%
Aborted works	
Pre-specification stage	£300
Post specification stage	10% of 70% of cost of works

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- 3.4.5 Handyperson Grants: these are for small, odd jobs such as garden clearance and bathroom grab rails. No fee applied.

4 Risk Assessment

Legal or other duties

4.1 Equality Impact Assessment

- 4.1.1 An EIA screening assessment was conducted that noted that some of the fees and charges within this report relate to services provided predominately to older residents and could therefore be considered to impact people within the protected characteristics of age and disability.
- 4.1.2 It was decided that an EQIA was not required because whilst the changes in fees and charges do impact people with those characteristics, the services provided are discretionary and therefore people can choose not to use them. Additionally, the fees have been increased in line with other discretionary services provided by the Council and therefore are not being treated unfairly. By not increasing fees to contribute to the cost of service delivery, other vulnerable groups could be impacted as funds are not available for those services, due to the subsidy created by charging lower fees.

4.2 Crime & Disorder

- 4.2.1 None for the purposes of this report.

4.3 Safeguarding

- 4.3.1 None for the purposes of this report.

4.4 Dependencies

- 4.4.1 None for the purposes of this report.

4.5 Other

- 4.5.1 Increased fees and charges could have a negative effect on take up for some service areas. Managers have been asked to apply realistic increases to avoid this.

5 Financial Implications

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- 5.1 The impact of the proposed fees and charges for services in 2026/27 is set out below.
- 5.2 The table sets out the original additional income target as per the Medium Term Finance Strategy in the first column.
- 5.3 The second column presents additional income anticipated from the changes to tariffs proposed in the appendix to this report, on the assumption that current utilisation levels continue.
- 5.4 The third column shows changes to income budgets for fees and charges that are not related to changes to tariffs. Examples will be changes to customer numbers or where a new fee or charge has been introduced.
- 5.5 The last column sets out the difference between the budget target increase and the final income budget, which incorporates changes to both tariffs and volumes.

	Target Increase in Income Budget (3.0%) £'000	Total Increase or (Decrease) due to changes to Tariffs £'000	Variations resulting from changes to volumes £'000	Variation between Target and total change £'000
Wellbeing Centre	3	0	(14)	(17)
Community Services	12	0	(5)	(17)
Playhouse	14	8	8	2
Bourne Hall	12	6	6	0
Total	41	14	(5)	(32)

- 5.6 The original MTFS target for fees and charges income budgets would have generated an additional £43,000. The increase in tariffs proposed will generate an estimated income of £14,000, however a reduction of volumes in some areas is expected to result in a decrease of £5,000. Overall, the combined effect of increased tariffs, and change in volumes is that Community & Wellbeing income budgets are £32,000 lower than the targeted budgeted income.
- 5.7 The income budget for lettings at the Wellbeing Centre has been reduced by £14,000 for the forthcoming financial year. This adjustment reflects the ongoing impact of antisocial behaviour in the vicinity of the Centre, which has led to a decline in bookings.

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- 5.8 The income budget for the Meals at Home service has also been revised downward to align with current levels of demand. Since the pandemic, the service has experienced a gradual reduction in take-up, influenced by changes in customer needs and the availability of alternative provision. The budget has therefore been adjusted to ensure that financial planning reflects the service's current operating environment.
- 5.9 **Section 151 Officer's comments:** The financial implications are set out in the body of the report

6 Legal Implications

- 6.1 There are no specific issues arising from this report, but the Council's resources will need to be applied to ensure that it fulfils its statutory obligations and delivers its policy on equalities.
- 6.2 **Legal Officer's comments:** None for the purposes of this report

7 Policies, Plans & Partnerships

- 7.1 **Council's Key Priorities:** The following Key Priorities are engaged:
 - Effective Council.
- 7.2 **Service Plans:** The matter is included within the current Service Delivery Plan.
- 7.3 **Climate & Environmental Impact of recommendations:** None for the purposes of this report
- 7.4 **Sustainability Policy & Community Safety Implications:** None for the purposes of this report
- 7.5 **Partnerships:** None for the purposes of this report
- 7.6 **Local Government Reorganisation Implications:** None for the purposes of this report

8 Background papers

- 8.1 The documents referred to in compiling this report are as follows:

Previous reports:

- [Budget Targets Report – November 2025](#)

Other papers:

- Revenue Budget 2026/27 report – on this agenda.