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Bill Cullen MBA (ISM), BA(Hons) MRTPI *Chief Executive*

Date: 27 September 2019



To: Members of the Hinckley Area Committee

Mr SM Gibbens (Chairman)
Mr DS Cope
Mrs LJ Mullaney (Vice-Chairman)
Mr KWP Lynch
Mrs L Hodgkins
Mr K Nichols
Mr DC Bill MBE
Mr MT Mullaney
Mr SL Bray
Ms A Pendlebury

Copy to all other Members of the Council

(other recipients for information)

Dear member,

There will be a meeting of the **HINCKLEY AREA COMMITTEE** in the G10 - Hinckley Hub on **MONDAY, 7 OCTOBER 2019** at **6.00 pm** and your attendance is required.

The agenda for the meeting is set out overleaf.

Yours sincerely

Rebecca Owen

Democratic Services Manager

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- Proceed to Willowbank Road car park, accessed from Rugby Road then Willowbank Road.
- Do not use the lifts.
- Do not stop to collect belongings.

Recording of meetings

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Members of the public, members of the press and councillors are hereby informed that, in attending the meeting, you may be captured on film. If you have a particular problem with this, please contact us so we can discuss how we may accommodate you at the meeting.

Use of mobile phones

To minimise disturbance to others attending the meeting, please switch off your phone or other mobile device or turn it onto silent or vibrate mode.

Thank you

HINCKLEY AREA COMMITTEE - 7 OCTOBER 2019

AGENDA

- APOLOGIES FOR ABSENCE
- 2. MINUTES OF THE PREVIOUS MEETING (Pages 1 2)

To confirm the minutes of the previous meeting.

3. ADDITIONAL URGENT BUSINESS BY REASON OF SPECIAL CIRCUMSTANCES

To be advised of any additional items of business which the Chairman decides by reason of special circumstances shall be taken as matters of urgency at this meeting.

4. DECLARATIONS OF INTEREST

To receive verbally from Members any disclosures which they are required to make in accordance with the Council's Code of Conduct or in pursuance of Section 106 of the Local Government Finance Act 1992. This is in addition to the need for such disclosure to be also given when the relevant matter is reached on the agenda.

5. QUESTIONS

To hear any questions in accordance with Council Procedure Rule 12.

6. OFF STREET PARKING PLACES ORDER - VARIATION OF CHARGING TIMES (Pages 3 - 6)

To consider the proposal to vary the Off-Street Parking Places Order.

7. SPECIAL EXPENSES BUDGET 2019-20 (Pages 7 - 16)

The budget report for 2019-20 which was considered by the Hinckley Area Committee in January 2019 is attached for new members' information.

8. <u>ANY OTHER ITEMS OF BUSINESS WHICH THE CHAIRMAN DECIDES HAVE TO BE DEALT WITH AS MATTERS OF URGENCY</u>



HINCKLEY AND BOSWORTH BOROUGH COUNCIL

HINCKLEY AREA COMMITTEE

3 APRIL 2019 AT 6.30 PM

PRESENT: Mrs J Kirby - Chairman

Mrs L Hodgkins – Vice-Chairman

Mr DC Bill MBE, Mr SL Bray, Mr DS Cope, Mrs GAW Cope, Mr KWP Lynch and Ms BM Witherford

Officers in attendance: Rebecca Owen

437 APOLOGIES FOR ABSENCE

Apologies for absence were submitted on behalf of Councillor Nichols.

438 MINUTES OF THE PREVIOUS MEETING

It was moved by Councillor Bill, seconded by Councillor Witherford and

<u>RESOLVED</u> – the minutes of the meeting held on 21 January 2019 be confirmed and signed by the chairman.

439 DECLARATIONS OF INTEREST

No interests were declared at this stage.

440 PRESENTATION BY FRIENDS OF HINCKLEY STATION

In receiving a presentation from the Friends of Hinckley Station, members heard about recent work including flower tub planting, maintaining the wildlife garden on platform 1, starting a book swap and occasional yarn bombing. It was noted that the group had an environmental policy which included no pesticides.

Members were informed that local businesses had sponsored the flower tubs on platform 2 and there was involvement from the community in watering the plants. It was noted that Network Rail was due to replace the canopy on platform 1 and East Midlands Trains would be repainting the benches and yellow lines. Whilst members welcomed the replacement canopy, they felt it unfortunate that it would not be in keeping with the rest of the station building.

The need for the bridge to be cleaned was discussed and members were informed that neither the rail companies nor the county council would take responsibility for it so a cleaning party would be organised.

Whilst it was noted that the Burbage side of the railway looked attractive and support had been sought from the parish council to install suitable signage, disappointment was expressed about the Hinckley side of the railway which had poor hedgerows to the car park, a blocked drain and experienced drug and alcohol issues which the police had agreed to look into. In relation to the hedgerows, it was agreed that support would be requested from the Green Spaces team who had been supportive previously. A member suggested that the council's heritage officer may be able to signpost funding.

Members commended the Friends of Hinckley Station for its hard v	vork.
(The Meeting closed at 7.02 pm)	
	CHAIRMAN

A Borough to be proud of

FORWARD TIMETABLE OF CONSULTATION AND DECISION MAKING

HINCKLEY AREA COMMITTEE 7 OCTOBER 2019
COUNCIL 5 NOVEMBER 2019

WARDS AFFECTED: Hinckley wards

OFF STREET PARKING PLACES ORDER - VARIATION OF CHARGING TIMES

Report of Director Environment and Planning

- PURPOSE OF REPORT
- 1.1 To inform members of the intended proposal to vary the Off Street Parking Places Order.
- 2. <u>RECOMMENDATION</u>
- 2.1 That Council:
 - a) approves the proposed variation to the Off Street Parking Places (Hinckley and Bosworth) Order 2014.
 - b) delegates authority to the Head Of Street Scene Services to publish a notice of proposals in relation to the Off Street Parking Places (Hinckley and Bosworth) Order 2014 as detailed in section 3.
 - delegates authority to the Head of Street Scene Services, subject to there being no objections received within the relevant statutory period, to make the order and publish the notice of making.
 - d) requires that where there are objections received, a written report be produced by the Head of Street Scene Services detailing the objections and that authority be delegated to the Director of Environment and Planning and the Executive Member with responsibility for Car Parks, in conjunction with the Legal Services Manager, to consider such objections and consider whether the variation to the order should be confirmed or not.

3. BACKGROUND TO THE REPORT

3.1 The Council is able to control parking within its administrative area through the production of an Off Street Parking Places Order under the Traffic Regulation Act 1984. The variation to the Order recommended within this report sets out the terms

and conditions for use of Council owned car parks, and the charges and penalties which apply to those using the car parks. Once made, it would form the legal basis from which all future charges and enforcement actions are made.

- 3.2 The proposed variation introduces 264 free parking spaces after 3pm to support Hinckley Town centre, and 133 free parking spaces prior to 8.30am to support residents where there is limited on street parking.
- 3.4 Free parking after 3pm would apply on the following car parks giving good coverage across the town centre:
 - Trinity East Car Park
 - Castle Car Park (former Co-op site)
 - Lower Bond Street Car Park
- 3.5 Free parking before 8.30am would apply to
 - Lower Bond Street Car Park
 - Thorneycroft Car Park
- 3.6 Charging periods on all other pay and display car parks would remain as 8am 6pm Monday to Saturday inclusive.
- 3.7 Consultation on changes to the order will take place in November / December 2019.
- 4. <u>EXEMPTIONS IN ACCORDANCE WITH THE ACCESS TO INFORMATION</u> PROCEDURE RULES
- 4.1 This report is to be taken in open session.
- 5. FINANCIAL IMPLICATIONS [AW]
- 5.1 The loss of income is estimated to be £31,600 in total, based on the times of free parking in the car park noted being:
 - Free after 3pm, reduction in income will be £30,100
 - Free before 8.30am, reduction in income will be £1,500

This can be funded for up to four years from the Special Expenses Area earmarked reserve, if continued after this period the costs would fall on the general Fund. Costs to vary order / amend signage can be covered from existing revenue budgets, and where practical will be combined with other variations to the order to minimise costs.

6. LEGAL IMPLICATIONS [FA]

6.1 The Council has the statutory power to vary and make off-street parking places and control those places under section 32, 35 and Schedule 9 of the Road Traffic Regulation Act 1984. The legal implications are referred to in this report.

7. CORPORATE PLAN IMPLICATIONS

- 7.1 The variation to the parking places order supports the following Corporate Plan aims:
 - Places: ensure the transport and community infrastructure can support growth.
 - Prosperity: support the regeneration of our town and village centres.

8. CONSULTATION

8.1 The variation to the Order will be open to public consultation for 28days of the notice of proposals, or, if later, the end of the Council's compliance with the publicity and deposit rules. Objections must be in writing and state the grounds for objection. Responses received will be fully considered before the making of the variation to the order.

9. RISK IMPLICATIONS

- 9.1 It is the Council's policy to proactively identify and manage significant risks which may prevent delivery of business objectives.
- 9.2 It is not possible to eliminate or manage all risks all of the time and risks will remain which have not been identified. However, it is the officer's opinion based on the information available, that the significant risks associated with this decision / project have been identified, assessed and that controls are in place to manage them effectively.
- 9.3 The following significant risks associated with this report / decisions were identified from this assessment:

Management of significant (Net Red) Risks					
Risk Description	Mitigating actions	Owner			
Failure to make and implement the	Ensure Order is promptly	Caroline			
Order – loss of revenue and control	advertised, made and	Roffey			
over parking	implemented	-			

10. KNOWING YOUR COMMUNITY – EQUALITY AND RURAL IMPLICATIONS

- 10.1 No changes are proposed to the provision of free car parking for blue badge holders.
- 10.2 The increased number of permits available for residents should assist residents living near the town centre.

11. CORPORATE IMPLICATIONS

- 11.1 By submitting this report, the report author has taken the following into account:
 - Community Safety implications
 - Environmental implications
 - ICT implications
 - Asset Management implications
 - Procurement implications
 - Human Resources implications
 - Planning implications
 - Data Protection implications
 - Voluntary Sector

Background papers: None

Contact Officer: Caroline Roffey x5782

Executive Member: Councillor S Bray



Agenda Item 7



Hinckley & Bosworth Borough Council

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HINCKLEY AREA COMMITTEE

21 January 2019

WARDS AFFECTED: Hinckley wards

HINCKLEY AREA COMMITTEE BUDGET 2019/20

Report of Head of Finance

- PURPOSE OF REPORT
- 1.1 To present the proposed draft revenue budget and council tax for 2019/20 for the special expenses area of Hinckley.
- 2. RECOMMENDATION
- 2.1 That the committee endorses the revenue and capital budgets and council tax for 2019/20.
- 2.2 That the committee endorses the fees and charges for 2019/20.
- 3. BACKGROUND TO THE REPORT
- 3.1 This report presents the budget relating to the special expenses area of Hinckley for the committee to consider and make recommendations to Council for approval. The 2019/20 general fund revenue budget (including the special expenses) will be presented to Council for approval in February 2019.
- 3.2 The budget for 2019/20 together with the latest estimate for 2018/19 is shown in **Appendix 1**. The proposed budget has been drawn up in accordance with the principles set out in the 2019/20 Budget Strategy. The key assumptions approved in this Strategy include:
 - Reversal of one off growths from previous years
 - 2.0% for the 2019/20 pay award has been included
 - Application of no growth on non contract supplies and services
 - Application of 2.7% inflation on contracted spends unless otherwise stipulated.
 - An increase in £0.71 increase in council tax Based on the local government settlement

Revised budget 2018/19

3.3 The net budget has been revised and the expected saving is £6,000 compared to the original Budget. This is due to a one off underspending in the utility budget.

Proposed budget 2019/20

3.4 The proposed expenditure budget for 2019/20 has been detailed in **Appendix 1** and has been prepared using the assumptions identified in 3.2. Compared to the original estimate for 2018/19, service expenditure for the special expense area has increased by £30,280. This is a net movement created by an increase in the budget for cemeteries of £16,760 and an increase in the budget for parks of £13,520. The increase in costs is a result of pay and contract inflation.

Council Tax

- 3.5 The tax base (number of chargeable properties) in the special expenses area has increased by 1.012% in 2019/20 when compared to 2018/19. This is compares against the forecast of 2.0% which was assumed in the Medium Term Financial Strategy in February 2018.
- 3.6 The December 2015 financial settlement increased the council tax capping limit for "lower tier authorities" by £5.00 annually for the next four years as long as council tax stays within the lower quartile for all districts. The £0.71 increase in council tax reflects HAC element of the £5. It is therefore recommended that the council tax for the special expenses area is increased by £0.71 for 2019/20 to £18.97 for an average band D property.
- 3.7 This equates to an average band D increase of £2.14 over the Hinckley area tax base which is 10,943.

Fees and Charges

3.8 Fees and charges that relate to this committee are attached in appendix 2. Members are requested to review the charges and endorse the officer recommendations in the appendix.

Balances and Reserves

3.9 Based on the proposed budget, balances in the special expenses area at 31 March 2019 and 2020 are estimated as follows:

	£
Balance at 1 st April 2018	161,787
Transfer to/(from) Balances 2018/2019	105,695
Estimated Balance at 31 st March 2019	267,482
Transfer to/(from) Balances 2019/2020	104,268
Estimated Balance at 31 March 2020	371,750

3.10 Earmarked reserves have been set aside for the special expenses area to meet the cost of green space projects within Hinckley. This reserve at 31 March 2020 is projected to be £166,360 based on the following movements:-

	£
Balance at 1 st April 2018	148,589
Transfer to Reserves	20,000
Transfer from Reserves (revenue)	(0)
Transfer from Reserves (capital)	(12,229)
Estimated Balance at 31st March 2019	156,360
Transfer to Reserves	20,000
Transfer from Reserves (revenue)	(0)
Transfer from Reserves (capital)	(10,000)
Estimated Balance at 31st March 2020	166,360

Capital Programme

3.11 The capital programme for the HAC is summarised below.

Hinckley Community Initiatives	2018/19	2019/20	2020/21	2021/22
Fund				
Total Annual Expenditure	12,229	10,000	10,000	10,000
Special Expenses Areas Reserves	(12,229)	(10,000)	(10,000)	(10,000)
HBBC Element	0	0	0	0

Memorial Safety Programme	2018/19	2019/20	2020/21	2021/22
HBBC Element	5,360	5,570	5,790	5,950

Green Spaces Delivery Plan	2018/19	2019/20	2020/21	2021/22
Total Cost	18,063	426,110	0	0
Less: Section 106 contributions	(18,063)	(348,812))	0	0
Less other private contributions	0	(77,298)	0	0
HBBC Element	0	0	0	0

The programme is primarily based on the current Green Spaces Delivery Plan. A detail of the plan is included at Appendix 3. These schemes are primarily funded through external contributions. Where income has not been received officers have based the contribution on the latest information available. If the actual funding is materially different to those anticipated a further report will be presented to the committee to discuss the financial implications

- 3.12 Any further potential schemes will be bought back to the committee before they are approved.
- 3.12 Members are requested to endorse the programme contained in appendix 3.
- 4. FINANCIAL IMPLICATIONS [IB]
- 4.1 Balances and reserves in this report have not been adjusted for other reports that will be presented to the Committee on the day.

Other implications are contained within the body of the report.

- 5. LEGAL IMPLICATIONS [FA]
- 5.1 None
- 6. <u>CORPORATE PLAN IMPLICATIONS</u>
- 6.1 Expenditure incurred to achieve an attractive 'green' borough that minimises its impact on the environment
- 7. CONSULTATION
- 7.1 None.
- 8. RISK IMPLICATIONS
- 8.1 It is the Council's policy to proactively identify and manage significant risks which may prevent delivery of business objectives.

It is not possible to eliminate or manage all risks all of the time and risks will remain which have not been identified. However, it is the officer's opinion based on the information available, that the significant risks associated with this decision / project have been identified, assessed and that controls are in place to manage them effectively.

The following significant risks associated with this report / decisions were identified from this assessment:

Management of significant (Net Red) Risks				
Risk Description Mitigating actions Owner				
None	None	None		

- 9. KNOWING YOUR COMMUNITY EQUALITY AND RURAL IMPLICATIONS
- 9.1 All expenditure and income relates to the urban area of Hinckley.
- 10. <u>CORPORATE IMPLICATIONS</u>
- 10.1 By submitting this report, the report author has taken the following into account:
 - Community Safety implications
 - Environmental implications
 - ICT implications
 - Asset Management implications
 - Human Resources implications

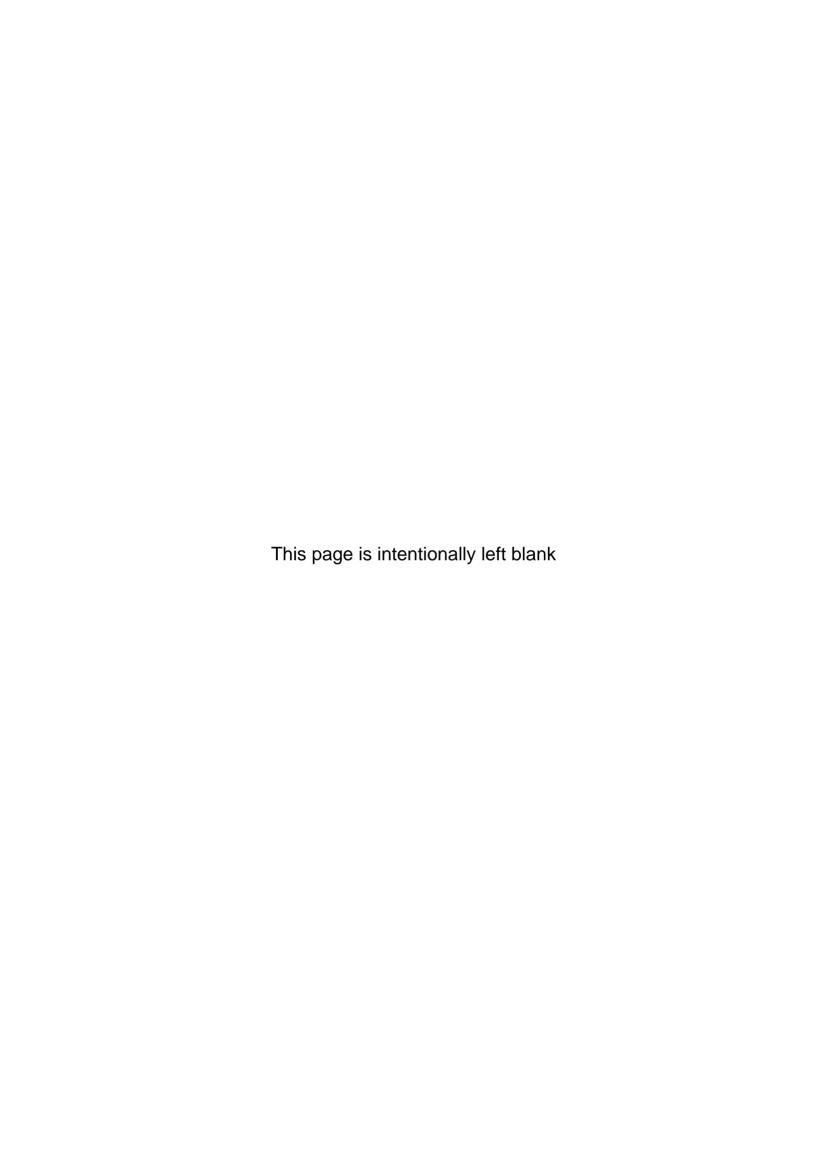
Background papers: Civica Reports

Link Reports

Contact Officer: Ilyas Bham, Accountancy Manager x5924

Executive Member: Councillor C Ladkin

	2018/19 ORIGINAL ESTIMATE £	2018/19 LATEST ESTIMATE £	2019/20 ORIGINAL ESTIMATE £
SPECIAL EXPENSES (HINCKLEY)	L	L	L
Urban parks Cemeteries Hinckley Town Centre Christmas Lights Hinckley West Neighbourhood Watch	456,240 136,800 2,000 4,000 599,040	450,240 136,800 2,000 4,000 593,040	469,760 153,560 2,000 4,000 629,320
Contribution to/(from) Reserves Contribution to/(from) Balances	20,000 99,695	20,000 105,695	20,000 104,268
Net Expenditure	718,735	718,735	753,588
Contributions from S106 Reserves	(22,700)	(22,700)	(20,076)
Budget Requirement	696,035	696,035	733,512
Taxbase	38,118.0	38,118.0	38,585.2
Band D Council Tax	18.26	18.26	18.97
Balances			
Balance B/Fwd	149,137	161,787	267,482
Cont to Balances	99,695	105,695	104,268
Balance (Deficit) c/fwd	248,832	267,482	371,750
Reserves			
Balance B/Fwd	148,069	148,589	156,360
Cont to/(from) Reserves	20,000	20,000	20,000
Use of Reserves (capital)	(10,000)	(12,229)	(10,000)
Balance (Deficit) c/fwd	158,069	156,360	166,360



Category	VAT	2018/19	2019/20	% increase
Cemeteries		£	£	
Octricite 163				
Interments - Including Natural Burials				
of the body of a child up to the age of 18 yrs. inclusive.	Non-Business	No Charge	No Charge	-
Interment of the body of a child up to 18 years of age is free into a single depth grave. Where interments are required at double depth or below then single depth interment charges for over 18's will apply.				
of the body of a person whose age exceeded 18 yrs. (Inc. caskets and brick graves)				
Single depth grave	Non-Business	453.00	465.00	2.65%
Double depth	Non-Business	524.00	535.00	2.10%
Triple depth grave	Non-Business	599.50	615.00	2.59%
of a cremated remains in a grave				
Casket depth / ashes scattered under turf	Non-Business	137.00	140.00	2.19%
Scattering of cremated remains in the Garden of Rest	Non-Business	106.00	106.00	
Sexton led interment - no funeral director (in addition to above charges)	Non-Business	35.60	37.00	3.93%
Note: - If resident outside special expense area = double fees				
- Except for residents who had lived within the area for at least 25 years, but who lived outside the area				
for health care or welfare reasons for no longer than ten years immediately prior to their death.				
- where available, work in the cemeteries on Saturdays or Sundays will attract double fees				
- where available, work in the centetenes on Saturdays of Sundays will attract double rees				
Exclusive rights of burial for 70 Years				
Casket plot 150 x 90cm (5'x3') (up to 2 caskets/ashes interment)	Non-Business	318.50	325.00	2.04%
Grave plot of a child up to the age of 18yrs (appropriate plot size) special expense area	Non-Business	No Charge	No Charge	_
Grave plot of a child up to the age of 18yrs (appropriate plot size) outside special expense area, but within	Non-Business	212.00	215.00	1.42%
Grave plot of a child up to the age of 18yrs (appropriate plot size) outside of the borough (double fees)	Non-Business	424.00	430.00	1.42%
Note: -should parents opt for a grave size greater than the size of the coffin then normal grave purchase fees				
will apply (single fee for special expanse area, double fees for outside the borough)				
Grave plot 240 x 120cm (8'x4')	Non-Business	615.00	630.00	2.44%
Reservation fee	Non-Business	106.00	110.00	3.77%
Reassignment / Transfer of Deed (If to spouse 50% reduction)	Non-Business	53.00	55.00	3.77%
Extension to ERoB 30yrs (1/2, 70yrs fee)	Non-Business	see above	see above	-
Note: - If grave is being purchased for the interment of someone who was not resident in Hinckley				
then double fees apply.				
Dights to speet memorial on a grave plat				
Rights to erect memorial on a grave plot A memorial not exceeding 105cm wide (3' 6") and 120cm high (4')	Non-Business	147.00	150.00	2.04%
A memorial not exceeding 103cm (1'8") high	Non-Business	81.50	84.00	3.07%
Memorial kerb (In garden of rest - to include plaque & 2 inscriptions)	Non-Business	117.50	120.00	2.13%
Install plaque on remembrance wall	Non-Business	95.00	100.00	5.26%
Additional Inscriptions to memorials	Non-Business	65.50	66.00	0.76%
Note: - Right to erect replacement memorials no charge.	Non-Dusiness	03.30	00.00	0.7076
Note: - Night to erect replacement memorials no charge.				
Other Charges (incl. VAT)				
Entries in book of remembrance per line	Standard Rated	37.50	38.00	1.33%
Service in cemetery chapel	Non-Business	117.00	120.00	2.56%
Exhumations	Non-Business	Triple interment	Triple interment	
		fees	fees	
Memorial bench - subject to location availability (including single plaque & 15 years maintenance)	Standard Rated	1,143.00	1,145.00	0.17%
Memorial bench plaque to HBBC bench, subject to availability		275.00	275.00	-
Memorial tree - subject to location availability (including free standing memorial plaque)	Standard Rated	314.00	315.00	0.32%
Search and copy per burial record (where death occurred more than 5 years before search)	Standard Rated	10.70	11.00	2.80%
Soil removal from grave side for burial	Evennt	117 40	120.00	2 210/

Soil removal from grave side for burial

Exempt

117.40

120.00

2.21%

Category		VAT	2018/19	2019/20	% increas
			£	£	
Green spaces and events					
Professional fees					
Professional Fees	Parks and cemetery matters/ staff led activities/ hour	Standard Rated	45.70	46.00	0.66%
Lost keys		Standard Rated	34.30	35.00	2.04%
Parks and open spaces (All Borough Par	rks)				
Hire of bandstand, parks and open spaces (com	mercial events) per day	Exempt	364.00	365.00	0.27%
Hire of bandstand (community events, registered	d charities, schools) per day	Exempt	No Charge	No Charge	
Parks and open spaces (fair and circuses)		Exempt	387.00	387.00	-
Bond (fairs and circuses)		Exempt	640.00	640.00	-
Commercial use of parks and open spaces for fi	tness training or dog training (annual licence fee)	Exempt	111.00	120.00	8.11%
Events (All Borough Areas) Catering stalls (pitch 3m x 6m)		Standard Rated	69.00	70.00	1.45%
Other stalls (pitch 3m x 6m)		Standard Rated	36.50	37.00	1.37%
Additional pitch to above (pitch 3m x 6m)		Standard Rated	1/2 above Fee	1/2 above Fee	-
Stall community / non profit making organisation	s / registered charities		No Charge	No Charge	_
Leisure activities including rides		Standard Rated	48.50	50.00	3.09%
Football and cricket pitches					
Pitch per 11 matches (per season)					
Team in the Borough pitch only		Exempt	275.00	275.00	-
Team in the Borough pitch with changing r	room	Exempt	549.00	549.00	-
Team outside Borough pitch only		Exempt	371.00	371.00	-
Team outside Borough pitch with changing	room	Exempt	686.00	686.00	-
Casual lettings - per match facilities:	Teams in the Borough	Standard Rated	74.00	74.00	-
	Teams outside Borough	Standard Rated	84.70	85.00	0.35%
Casual lettings - per match without facilities:	Teams in the Borough	Standard Rated	40.00	40.00	-
	Teams outside Borough	Standard Rated	50.40	52.00	3.17%

Green Spaces Delivery Plan - Capital Programme

Year 18/19

	S106/Developer	External	Total
Projects	Contributions	Funding	Cost
Preston Road	3,571	0	3,571
Queens Park	2,239	0	2,239
Langdale Park (SEA)	12,253	0	12,253
Totals	18,063	0	18,063

Year 19/20

	S106/Developer	External	Total
Projects	Contributions	Funding	Cost
Waterside Play Area	70,668	0	70,668
Clarendon Park (SEA)	77,664	77,298	154,962
The Greens	150,480	0	150,480
Waterside Open Spaces (SEA)	50,000	0	50,000
Totals	348,812	77,298	426,110

