



**EAST CAMBRIDGESHIRE
DISTRICT COUNCIL**

**BUDGET
2021-2022
As Approved**

FORWARD

1 INTRODUCTION

1.1 This budget book details the Council's revenue budget, capital strategy, and Council Tax level for 2021/22. The document assesses the robustness of the budgets, the adequacy of reserves and up-dates the Council's Medium Term Financial Strategy (MTFS).

2 APPROVAL

2.1 At the Full Council meeting on the 23rd February 2021 the Council approved:

- The formal Council Tax Resolution which calculates the Council Tax requirement as set out in Appendix 1;
- The revenue budget for 2021/22 and MTFS for 2022/23 to 2024/25 as set out in Appendices 2(a) and 2(b);
- A Council Tax freeze in 2021/22;
- The Statement of Reserves as set out in Appendix 3;
- The 2021/22 Fees and Charges as set out in Appendix 4;
- The Capital Strategy and financing as set out in Appendix 5.

2.2 Approved the use of the remaining Council Tax Hardship Grant awarded by Government, but not totally allocated during 2020/21, in the manner detailed in paragraphs 11.7 to 11.10 of this document, this to benefit residents claiming Local Council Tax Reduction Support in 2021/22.

2.3 Authorised the Finance Manager, in consultation with the Chairman of the Finance and Assets Committee, to approve any Business Rate reliefs or other changes to Business Rates announced by Government in the national Budget on the 3rd March 2021, as detailed in paragraph 6.7.

3 BACKGROUND / OPTIONS

3.1 At the Full Council meeting on 20th February 2020, members approved a net budget for 2020/21 of £8,925,664 and a frozen Council Tax. The budget had a planned draw of £1,291,541 from the Surplus Savings Reserve. The Medium Term Financial Strategy at that time showed a balanced budget in 2021/22 (using further resources from the Surplus Savings Reserve), but with then significant budget deficits in 2022/23 and 2023/24.

3.2 Since this time, Finance and Assets Committee on the 23rd July 2020, approved a further £100,000 draw from the Surplus Savings Reserve in 2020/21, this to fund the Council's Environment and Climate Change Strategy.

- 3.3 The outturn position for 2019/20 was reported to the Finance and Assets Committee on the 23rd July 2020. This showed that due to the proactive actions taken by management to reduce the Council's cost base prior to and during 2019/20, the Council underspent in 2019/20 by £1,690,450. This was transferred into the Surplus Savings Reserve.
- 3.4 Management has continued to reduce the Council's cost base during the current financial year. This work has led to further one-off and on-going savings being made; which both contribute to the projected outturn underspend for this financial year and also provide savings throughout the term of the MTFS. The current yearend forecast underspend for 2020/21 is £428,500, this too will be transferred to the Surplus Savings Reserve at yearend and has been reflected in the figures in this report.

4 SPENDING ROUND 2020

- 4.1 Local Government was expecting a major change in the way it is funded by Government in 2021/22. At this time last year we were expecting a:
- Spending Review, a major review by Government of all of its spending plans, determining the quantum of funding that will be made available to each Department for a number of years.
 - Local Government Funding Review, a review of the relative needs of all local authorities to determine how much of the funding allocated above, would be allocated to each individual authority.
 - Business Rates Retention Scheme revision, which would result in local authorities retaining 75% of Business Rates collected, rather than the current 50%; but at the same time some direct grants paid to councils by Government, such as Revenue Support Grant and Rural Services Delivery Grant were expected to be withdrawn.
- 4.2 This had already been postponed once, it had originally been planned for 2020/21, but on the 25th November 2020, Government confirmed that it would be postponed for a second time, announcing instead a further one year Spending Round to cover the 2021/22 financial year. In arriving at this decision Government had considered the impact of the Covid-19 pandemic on the Country and believed that in the short term, that its primary aim should be "to support councils in dealing with the immediate impacts of the pandemic, to promote recovery and renewal at local level". These would now take place in 2021, to be implemented for the 2022/23 financial year.
- 4.3 Instead Government announced it planned to implement a second one-year Spending Round, which would in some cases "roll forward" the current year's settlement into 2021-22, this to provide certainty and stability into the local government sector.

5 LOCAL GOVERNMENT FINANCE SETTLEMENT

- 5.1 The Provisional Local Government Finance Settlement was announced on the 17th December 2020, with then the Final Settlement announced on the 4th February 2021, before being debated in parliament on the 10th February 2021.
- 5.2 The Settlement confirmed the extension to the previous year's funding settlement, rolling over the previous funding schemes either in cash terms or increased in line with Consumer Price Index inflation.
- 5.3 The Revenue Support Grant figure was one of those increased in line with the Consumer Price Index inflation, which has resulted in East Cambs getting a small increase in cash terms. In 2020/21 we received £11,764, which increases to £11,829 for 2021/22.
- 5.4 The Settlement made a further change in the awarding of New Homes Bonus grant. The scheme was extended by a further year, with amounts earned in year 11 of the scheme, between October 2019 and October 2020, attracting one year's worth of reward in 2021/22 only. Prior to 2020/21 awards had been for four years, and this continues for those awarded prior this year, but for 2020/21 and 2021/22 there is only one year of reward. What this therefore means is that we received four years of reward in 2020/21, but this reduces to three years in 2021/22 and one year in 2022/23. The current expectation is that the grant will be discontinued at this time, but, like all other funding sources in local government, this will be wrapped up within the Local Government Funding Review. There is a view that Government remain committed to incentivising housing growth, but the exact form of this is unclear and there appears to be a growing view that New Homes Bonus is not the answer and they would prefer something more "targeted".
- 5.5 That said, due to the continued high level of house building in the District in the past year, our New Homes Bonus grant for 2021/22 is forecast to be £540,959, although this is a decrease of £154,278 when compared to that received in 2020/21.
- 5.6 The Settlement includes details of other specific grants that are being rolled forward, including the Rural Services Delivery grant, an allocation to the most rural authorities, which amounts to £169,586 in 2020/21 (£161,606 was received in 2020/21); Housing Benefit administration grant of £150,090 (a reduction of £16,677 compared to 2020/21) and Council Tax administration grant £66,838 (this is the same as in 2020/21).
- 5.7 The Government also announced a number of new grants for 2021/22, two of which provide specific support to assist councils during the current Covid-19 pandemic. These are a general non-ring fenced grant of £380,516 and a grant specifically to compensate councils for the anticipated reduction in Council Tax as a consequence of more residents being on the Local Council Tax reduction scheme. This amounted to £82,754.
- 5.8 A further new grant for 2021/22 is the Lower Tier grant awarded to all lower tier authorities responsible for homelessness, planning, recycling and refuse collection, and leisure services; East Cambs were awarded £105,054 of this new grant.

- 5.9 The Settlement further identified the local authorities who will have Business Rates Pools during 2021/22, Cambridgeshire was amongst those councils (see paragraph 6.5).
- 5.10 The Settlement makes provision for shire districts to increase Council Tax by up to 2% or £5, whichever is the greater, in 2021/22 without the need for a referendum. To put a value on this, if we were to increase Council Tax by £5 in 2021/22 (this is the higher figure for us), this would generate additional income of £149,650 in that year.
- 5.11 The Business Rate Retention Scheme continues as previously operated, with the Baseline Funding Level left unchanged from 2020/21.
- 5.12 The Business Rate multipliers were also announced in the Settlement, with a decision being made to freeze these at 2020/21 levels. The small business non-domestic multiplier will therefore remain at 49.9 pence and the multiplier for larger businesses (rateable values greater than £51,000) will be 51.2 pence.

6 BUSINESS RATES

- 6.1 The NNDR 1 return for 2021/22 was produced by the end of January in line with statutory requirements. Figures from this have been included in the budget as presented.
- 6.2 While the Council benefits significantly from the growth in Business Rates since the last Base Reset in 2013, there is always a risk that appeals against Business Rates can be lodged and, if successful, can be backdated for several years. The Council therefore holds a provision for appeals in determining how much of the rates collected should be posted into the budget.
- 6.3 The MTFs assumed that the Collection Fund for Business Rates would be in balance as at 31st March 2021, however the completed NNDR1 shows that the Fund will in fact be in deficit at this point. Much of this deficit however relates to reliefs provided to retail, leisure and hospitality venues and nursery (children) establishments by the Government after the budget was set. The Government is covering these reliefs by providing Section 31 Grant to councils. This Section 31 grant, is technically 2020/21 income, but it is proposed that the Council carries forward this grant via the use of a reserve to match against this shortfall in 2021/22.
- 6.4 Even after the impact of the Section 31 Grant is taken into account, the Collection Fund is still forecast to be in deficit at the end of 2020/21 and this needs to be recovered in future years. Historically this would have needed to be funded in 2021/22, but do to Government dispensation to assist councils during these difficult times, on this occasion it is allowed to be recovered over the next three financial years. The impact of this is that this Council will need to meet a deficit of £221,395 in 2021/22.
- 6.5 East Cambridgeshire applied to be, and was accepted by Government, to be part of a continuing Cambridgeshire Business Rate Pool in 2021/22, alongside a number of other authorities in the County area:

- Cambridgeshire County Council

- Cambridgeshire Fire Authority
- Fenland District Council
- Peterborough City Council
- South Cambridgeshire District Council

(Cambridge City Council and Huntingdonshire District Council are not members of the Pool.)

A review of the scheme was undertaken in the Autumn of 2020, supported by Pixel Financial Management, when it was forecast that the Pool will continue to provide benefit to this authority in 2021/22, despite the potential impact of the Covid-19 pandemic on Business Rates receipts.

- 6.6 As highlighted elsewhere in this report, forecasts for retained Business Rates beyond 2021/22 are almost impossible at this time, but the figures presented take a prudent view, showing a reduction on those expected in 2021/22. These have also been informed by our external adviser Pixel Financial Management.
- 6.7 At the time the budget was approved the Government had not yet announced any potential Business Rate reliefs or other changes to Business Rates for 2021/22, these were expected to be announced in the national Budget on the 3rd March 2021. It was therefore approved that the Finance Manager, in conjunction with the Chair of Finance and Assets Committee, be given delegated responsibility to approve and implement any changes announced as long as these are covered by Government by Section 31 Grant, and so there will be no impact on the overall financial position of the Council. This to allow these to be input in a timely manner thus allowing and reliefs to be reflected on Business Rate bills before these become payable.

7 THE 2021/22 BUDGET

- 7.1 Due to the proactive actions taken by management to reduce costs and generate new sources of funding in recent years, the revenue budget for 2021/22 is fully funded; there is a small budget gap in 2022/23 and then significant budget deficits in 2023/24 and subsequent years which need to be addressed.
- 7.2 The budget for 2021/22 is set out in Appendix 2 to this report.
- 7.3 The following key assumptions have been made in preparing the budget:
- No inflation has been added to staff pay in line with the Government announcement to freeze public sector pay in 2021/22 (it should be noted that Government hasn't actually got the power to do this, it is decided by the National Joint Council, but in previous years when a freeze has been announced, they have followed this guidance);
 - Inflation on other expenditure has only been included where there is a contractual inflationary increase for example utilities and insurance. 2% has been added to the Waste contract with East Cambs Street Scene (ECSS). Other budgets have not been increased by inflation;
 - The additional market premium being paid to Amey for the use of the Material Recycling Facility (MRF) has now been moved to ECSS to manage on the Council's behalf;

- Pension Fund revaluations take place every three years, with the last one being on the 31st March 2019, no change in rate will therefore be implemented in 2021/22 with the Council's contribution rate remaining at 17.2%, with in addition, the lump sum contribution remaining at £485,000 each year;
- The Housing Benefit budget reflects the latest information from Anglia Revenues Partnership (ARP) this reflects the position at 31st December 2020;
- Budgeted income from the commuter car park and the Leisure Centre management fee have both been reduced to reflect the implications of the Covid-19 pandemic on these services;
- The Leisure Centre budget remains in line with the original funding strategy; that it should be revenue cost neutral. The Minimum Revenue Provision (MRP) costs associated with the Leisure Centre project are being fully met in 2021/22 from the management fee to be paid to the Council by the operator. Additional management fee received over that needed to cover the debt and running costs of the Leisure Centre will be put into a "sinking fund" to ensure that money is available for future maintenance and major repairs at the Centre.
- The Council will receive interest receipts from the new loans to East Cambs Trading Company (ECTC), these at an agreed rate of 3.5%;
- The £100,000 built into the 2020/21 budget for the Council's Climate Change Plan has been continued in 2021/22 and future years.

8 RESERVES

- 8.1 The Council holds reserves, at levels which remain prudent. It is important to review the level of reserves on a regular basis, in particular to ensure that potential liabilities not in the Council's base budget can be funded from earmarked reserves; and that unearmarked reserves are at a sufficient level to cover any unforeseen events.
- 8.2 As part of the process of preparing this budget, officers have reviewed each reserve to ensure its purpose and level is appropriate. A Statement of Reserves is attached at Appendix 3.
- 8.3 The sole unearmarked reserve is the General Fund. This stands at £1,045,629. There is no statutory minimum level set for a local authority's reserves; it is a matter for each local authority's own judgement after taking into consideration the strategic, operational and financial risks it faces. It has been this authority's policy for some time that the level of the unearmarked reserve be set at 10% of the net operating budget, this is a reasonably prudent approach and a higher percentage than many other authorities locally. The proposed net operating budget for 2021/22 is £10,509,816. Using the 10% figure, this would therefore require an unearmarked reserve of £1,050,982. An additional £5,353 will therefore be put into the General Fund, this being a transfer from the Change Management Reserve, rather than a draw from Council Tax.

9 FEES AND CHARGES

- 9.1 Officers have reviewed the fees and charges, and details of the proposed charges for 2021/22 are shown at Appendix 4. The proposed budgets include increases as a result of both volume and price.
- 9.2 There have been no new fees or charges introduced for 2021/22.

- 9.3 Where we have control over the fee level, as opposed to where these are negotiated nationally, it is proposed to increase fees and charges by approximately 2%. This approach ensures that the additional cost of providing the service is met by the person / organisation benefiting from the service, rather than the general populous through Council Tax.
- 9.4 As external funding from Government grants continues to reduce, the Council's approach to fees and charges will need to reflect the increasing importance of this as an income source.

10 CAPITAL STRATEGY

- 10.1 The CIPFA revised 2017 Prudential and Treasury Management Codes required from 2019/20 all local authorities to prepare a capital strategy report, which provides:
- a high level long term overview of how capital expenditure, capital financing and treasury management activity contribute to the provision of services;
 - an overview of how the associated risk is managed;
 - the implications for future financial sustainability.
- 10.2 This Council has no long term capital objectives at this time. The medium term capital programme has been reviewed, and is attached at Appendix 5. The programme is largely a continuation of the previous programme. The total value of the programme in 2021/22 is £3,827,249.
- 10.3 The Council's Treasury Management Strategy is a separate document, which was also approved at Full Council on the 23rd February 2021.
- 10.4 With the Council's Waste Service now being provided by East Cambs Street Scene (ECSS), the Council is purchasing waste fleet and hiring this to the Company. The hire charge reflecting the Council's capital costs of doing this, both the MRP and interest costs. Spend in 2021/22 is forecast at £2 million as vehicles previously purchased by the use of the Weekly Collection Grant from Government, reach the end of their useful life and require replacing. It had previously been planned to change these vehicles in 2020/21, but with the Government due to announce its Waste Strategy in Spring 2021, it has been deemed more sensible to wait to ensure that the vehicles purchased meet the new needs prescribed in this strategy. It is also hoped that Government funding may become available at the same time. While these additional costs will be reflected in the charge to ECSS, the Council will need to increase the contract value it pays the Company for providing the service as detailed in paragraph 13.4 to ensure that it can meet these additional costs.
- 10.5 The project to refurbish the depot has been deferred into 2021/22, while further feasibility work takes place and costings of the project reviewed. At this time the budget originally put in for 2018/19 remains in place, but potentially this will need to be adjusted as new information comes to hand.
- 10.6 Two new capital provisions have been built into the 2021/22 programme, these are both for £40,000. The first relates to the purchase of new wheeled bins; as further residential properties are built within the District, these need to be supplied with

bins, so the Council needs to have these available. The cost of these will be covered by a combination of Section 106 funding and capital receipts.

- 10.7 The other new provision is for the Council's contribution to the A14 up-grade. When the scheme was originally designed, and funding agreed, it was agreed that all councils within Cambridgeshire would contribute to the costs of the project, this contribution is expected to start in 2021/22 and will be funded from CIL contributions.
- 10.8 The other two areas of capital spend in the capital programme are the on-going provision of Disabled Facilities, both mandatory and discretionary. The Council receives Government funding (from the Better Care Fund), via the County Council to assist with the funding of this work. The total budget in 2021/22 is £772,299, with £526,577 being funded by grant, with the remainder (£245,722) being funded by the Council by the use of previously obtained capital receipts. And vehicle replacement funding for the Parks and Gardens team, these vehicles are purchased by the Council using Section 106 funding, and then hired to ECTC at a commercial rate.
- 10.9 As agreed in the 2017/18 budget, the Council now funds expenditure that would have previously be funded from external borrowing, on schemes such as the Leisure Centre, Waste fleet and the loan to the ECTC, from internal borrowing. As interest chargeable on external borrowing is higher than interest receipts on investments, this provides a net saving to the Council. The current expectation is that all borrowing in 2021/22 will be funded from internal borrowing, thus preventing any external borrowing costs. More details of the Council's borrowing requirement and investment strategy are detailed in the Treasury Management Strategy (also on the agenda for this meeting).
- 10.10 The original loan arrangements with ECTC were that the loans must be repaid within five years (by March 2021) and it was agreed with our External Auditors that the Council would not need to make any annual revenue provision to repay these loans in the short-term, but simply use the Company's repayment to repay the Council's borrowing. These loans will be repaid on 31st March 2021 in line with this agreement.
- 10.11 Council has agreed to offer ECTC two new loan facility from the 31st March 2021, these up to a cumulative value of £4,900,000 and at an interest rate of 3.5%. As with the previous loans, Council officers will monitor the Company's finances to ensure that these remain robust and that the Company will have finance available in 2023 to repay these loans. As long as this remains the case, in line with the agreement for the original loans, the Council will not be required to set aside annual revenue provisions, however if at any point it is felt that the loan repayment could be in doubt, the Council will be expected to make provision for any expected shortfall in the year that this became known.
- 10.12 In summary therefore, the Council has limited exposure to the on-going costs of capital expenditure at this time. The costs of the Leisure Centre are being met by the operator through the management fee; the loans to ECTC will be repaid in full in 2023 and in the intervening period a commercial interest rate is being charged, and the costs of the Waste fleet and some of the costs of the depot enhancements will be passed onto ECSS, although the Council's revenue budget has been increased

to reflect the replacement of the vehicles reaching the end of their useful life in 2021/22.

11 COUNCIL TAX

- 11.1 The MTFS assumed that the Collection Fund for Council Tax would be in balance as at 31st March 2021. However, due mainly to the increased number of houses built in the District during 2019/20, which resulted in the Fund being significantly in surplus as at 31st March 2020, the Fund is forecast to be in surplus as at 31st March 2021. It should be noted that the surplus on the Fund is forecast to reduce during the 2020/21 financial year, mostly as a consequence of the pandemic, but the net position is expected to remain positive. Similar to Business Rates (as previously discussed) new rules for the 2020/21 surplus / deficit agreed by Government to assist councils recover from the pandemic, allow this to be built into the budget over three years, rather than only the one in previous years. The result of this is that this Council will benefit by £30,387 from the forecast surplus on the Fund at the end of 2020/21 in the 2021/22 financial year.
- 11.2 The taxbase for 2021/22 estimated in last year's budget was an equivalent of 30,550.6 Band D properties. However, the real change in housing between October 2019 and October 2020 and an estimation of future movements in 2021/22 means that the current forecast for 2021/22 is 29,930.0 Band D properties. This is lower than the current year, mainly as a consequence of the Covid-19 pandemic, which is forecast to lead to higher unemployment, which in-turn, will result in more residents claiming Local Council Tax Reduction Support. Residents who claim this benefit, can pay a minimum of 8.5% of their Council Tax bill. These reductions in income to be collected are reflected within the taxbase figure resulting in the reduced forecast.
- 11.3 It is proposed that the Council freezes its Council Tax for a Band D property at the current level of £142.14 in 2021/22, based on the Council Tax requirement of £4,254,250 divided by the taxbase of 29,930.0 properties. This decision is made as Council doesn't want to put further pressure of the finances of its residents in these unprecedented times.
- 11.4 The County Council, Fire and Police Authority budgets and precepts were considered by their respective decision making bodies in early February and we were notified of their precept requirements.
- 11.5 It should be noted that the County Council's precept comes in two parts, a general precept and an adult social care precept, this following the Secretary of State's offer to all adult social care authorities (those with functions under Part 1 of the Care Act 2014). The offer was the option of an adult social care authority being able to charge an additional "precept" on its council tax without holding a referendum, to assist the authority in meeting its expenditure on adult social care. This arrangement has been in place since the financial year 2016-17.
- 11.6 All parish precepts have also been notified to the Council. These are reflected, along with the precepts set out in paragraphs 11.3 and 11.4, in the formal Council Tax Resolution as detailed as Appendix 1.
- 11.7 Members will be aware that early in the 2020/21 financial year Government gave the Council £429,851 of Hardship Grant, to provide additional support to Working

Age residents claiming Local Council Tax Reduction Support. The scheme was to cover Working Age residents who claimed the benefit during the year and was to give them up to an additional £150 off their Council Tax bill. At the time, the Council applied the additional reduction to all current Working Age claimants, and in accordance with Government policy held the remainder in reserve for expected future claimants during the year. This has been applied as future claimants emerged, but is not forecast to result in all the whole held-back funding being allocated in year.

- 11.8 It is therefore proposed to carry the unallocated funding forward and use in 2021/22. While the original intention was the money should be used in 2020/21, Government has confirmed that using any unallocated balance in 2021/22 is allowed, on condition that the original policy aims are delivered. The Council's proposal is therefore to use this funding to reduce the Council Tax demand for all Working Age Local Council Tax Reduction Support claimants on the billing day for Council Tax for 2021/22, by a further £13. To be clear this is a one off exercise, with only qualifying residents in receipt of the benefit on this date being eligible, this to protect the Council and ensure that the amount allocated remains within the funding provided by Government.
- 11.9 It is then proposed any remaining balance is put into an exceptional hardship pot for 2021/22 aimed at assisting the same cohort of residents as have been helped in 2020/21.
- 11.10 Members approved the approach to using the unallocated funding from Government as detailed above.

12 RISK AND SENSITIVITY ANALYSIS

- 12.1 The Local Government Act 2003 places two specific requirements on an authority's Section 151 Officer in determining the Council's budget and Council Tax. Under Section 25, the Section 151 Officer must advise on the **robustness of the estimates** included in the budget. The advice given to the Council on this issue is that the estimates have been produced on a prudent basis, with a strong emphasis on ensuring all cost pressures are included. Budget estimates have been developed with senior officers, with regular updates and discussions with members of Management Team.
- 12.2 The key risks are around funding of the Council. The Settlement provides clarity around grant funding for 2021/22, but looking beyond that, there is very limited information to put forward a MTFS based on confident assumptions on future Government funding. The risks from 2022/23 are significant; there is limited information on likely sources of funding and indeed the value of any funding to be received.
- 12.3 The Government has announced that it intends for local authorities to retain 75% of all business rates generated in 2022/23 - but there will continue to be the need to share resources across the Country - and there will also be additional new burdens placed on local authorities, which are unclear at this time.

- 12.4 Possibly the greatest concern for this Council however, is that reports suggest that Government intend to implement a full Business Rate baseline reset in 2022/23. The current baseline was set in 2013, when all councils were given a share of Business Rates equal to their calculated needs. Since then councils have been allowed to keep a share of their growth, which for us as a district council has been 40%. In broad figures our baseline is £2.6 million, where we actually budget for £3.7 million of Business Rates because of this growth. If the baseline is fully reset, we will lose all of this growth and won't know what our revised baseline will be until the results of the Local Government Funding Review (as detailed in 4.1) are announced. An allowance has been made in the MTFS for this probable reduction, but at this point, there is no certainty on what this is likely to be.
- 12.5 To mitigate the above risk, the Section 151 Officer will continue to report on a frequent basis to Management Team and members as new information becomes available.
- 12.6 The Section 151 Officer is also required to report on the **adequacy of reserves**. The projected level of reserves, specifically the General Fund Reserve and Surplus Savings Reserve, and their use in 2021/22 are **prudent** and show how these will sustain the functions of the Council in that year.
- 12.7 However, the budget for 2022/23 assumes the remainder of the Surplus Savings Reserve is utilised, which will reduce the overall level of reserves significantly. Reserves can only be utilised once and while the purpose of the Surplus Savings Reserve is to provide one-off funding to balance the budget in future years, the Council needs to be considering all options to reduce the speed that this is being utilised so that it remains available further into the future. The Council has a track record of delivering additional savings and generating extra income in advance of the budget requirement, so work done during 2020/21 and 2021/22 will hopefully lead to a reduced draw from the Surplus Savings Reserve in these and future years through the MTFS period.
- 12.8 Another key risk for the Council is its loan to ECTC. Should ECTC encounter any financial difficulties and be unable to repay the £4,900,000 loan made available to it, then the Council will need to account for this within its financial statements. In such an event, the Council would need to draw on its reserves to meet such a liability. At this point however, it should be noted there is no indication that this is likely to be the case.

13 MEDIUM TERM FINANCIAL STRATEGY

- 13.1 The Council's Medium Term Financial Strategy is to set a robust financial framework for the Council's plans over the next four years which support the delivery of the Council's priorities within a context of an annual balanced budget. Specifically, the MTFS:
- Looks to the longer term to help plan sustainable services within an uncertain external economic and funding environment;
 - Maximises the Council's financial resilience and manage risk and volatility, including managing adequate reserves;
 - Helps ensure that the Council's financial resources are directed to support delivery of the Council's priorities over the medium term.

- 13.2 The MTFS covers the period 2021/22 to 2024/25. As highlighted earlier the Spending Round announced by Government for 2021/22 provides assurance about the grant position for that year and these figures can therefore be considered robust.
- 13.3 However, it is extremely difficult to develop a robust MTFS to cover the period 2022/23 and beyond while the uncertainties around future funding levels remain. As detailed earlier in this report, the Government is currently undertaking a number of pieces of work which will impact on local government funding moving forward. The Spending Review, will determine the quantum of funding available to local government, while the Local Government Funding Review will determine how much of this funding is allocated to individual authorities. Then further Government intend to change the Business Rate retention scheme in 2022/23 to allow local government to retain 75% of the amount collected, rather than the current 50%. These issues create considerable uncertainty for local authority funding; and is an issue which will require monitoring; this so, the Council can adjust its MTFS as new information becomes available. Up-dates will be provided to the Finance and Assets Committee as further information becomes available.
- 13.4 The assumptions used in the MTFS include:
- Government funding through Revenue Support Grant and Rural Services Grant end in 2021/22;
 - New Homes Bonus (NHB) remains part of the overall funding package from Government for the next two years, before being removed. However, while remaining in the funding package, the benefit of NHB reduces considerably over this period, before being stopped completely in 2023/24 (see paragraph 5.4);
 - Inflation on staff pay is included at 2% in all future years
 - 2% inflation is added to the Waste contract on an annual basis, however additional budget is provided from 2022/23 when the new recycling vehicles (purchased in 2021/22) will start being charged to ECSS. (This cost increase would have occurred regardless of whom is undertaking the contract at this point);
 - Council Tax will be increased by £5 per year from 2022/23;
 - The new loans to ECTC are planned to be repaid in 2023, the interest received by the Council on these loans will therefore stop at this point. The loan repayments will be used to reduce / prevent the Council needing to borrow externally, therefore reducing costs, albeit not to the magnitude that income will be lost;
 - The Council has a track record of delivering cost reductions; it is anticipated therefore that a contribution to the budget deficit forecast in future years will be achieved during the term through general efficiencies and income generating opportunities; however, to be prudent, no account of these are shown within the forecasts within this report.
 - Further, while ECTC is anticipated to start making profits in the period of the MTFS, it remains unclear how much of this will need to be retained by the Company as working capital, so at this point, no account of this income being paid to the Council as a dividend is assumed in the budget. (While noting that no dividends are budgeted for, it should not be forgotten that the Council continues to get significant benefits from ECTC, with interest being paid on the loans provided at a rate far higher than available from its investments, the

recharge of management and support services costs to the Company (forecast to be £85,835 in 2021/22), the hire of the Market Place and part of the depot, as well as Capital Receipts, Section 106 contributions and eventually additional Council Tax receipts from the properties developed.)

13.5 The impact of the above assumptions is attached at Appendix 2. This shows the budget is fully funded in 2021/22 and 2022/23. However, there are then significant budget shortfalls projected in 2023/24 and subsequent years. Clearly many things will change between now and then, so members should not focus on the precise numbers. What is far more important is that members appreciate the direction of funding facing this and many local authorities, and the likely scale. It will be necessary to develop a plan to meet these shortfalls, although the Council does have time (although limited) to put the necessary plans in place. The Council also has access to a reasonable level of reserves, as described in section 8 of this report.

13.6 While noting the uncertainty that is highlighted in this report about the 2022/23 financial year, it is considered unlikely that the quantum of funding from Government will increase and as such, this Council will need to identify measures to bridge the budget gap. A comparison between this year's MTFS and the past two last years does highlight an increasing need to identify savings in the medium term, to ensure that the Council's budget can be balanced in future years.

2019/20 Budget	
2019/20 – budget year	Balanced
2020/21 – MTFS year 1	Balanced
2021/22 – MTFS year 2	Savings to find £3,181,842
2022/23 – MTFS year 3	Savings to find £4,044,479
2020/21 Budget	
2020/21 – budget year	Balanced
2021/22 – MTFS year 1	Balanced
2022/23 – MTFS year 2	Savings to find £3,266,854
2023/24 – MTFS year 3	Savings to find £4,391,777
2021/22 Budget	
2021/22 – budget year	Balanced
2022/23 – MTFS year 1	Balanced
2023/24 – MTFS year 2	Savings to find £4,143,095
2024/25 – MTFS year 3	Savings to find £4,117,856

13.7 Options to resolve the budget shortfalls in future years come from:

- Efficiencies in the cost of service delivery
- Reductions in service levels
- Increased income from fees and charges
- Increased commercialisation via its trading companies

13.8 While noting the Council's favourable position of having a balanced budget (by use of the Surplus Savings Reserve) for 2021/22 and 2022/23, it is strongly recommended that early consideration is made to how savings in future years will be achieved. All the bullets above need to be considered, with a quickening of the

pace of commercialisation and the review of all income generating opportunities, as these are potentially the areas that could generate the highest returns, while having least impact on the services provided by the Council. However, within the MTFS period, all options will need to be considered and potentially implemented.

- 13.9 Any savings achieved in 2020/21 and 2021/22 resulting in potential underspends in those years, will provide further funding in the Surplus Savings Reserve to assist in the balancing of future years.

14 ARGUMENTS / CONCLUSIONS

- 14.1 The proactive actions already taken have led to a balanced budget for 2021/22 (based on known information and the use of the Surplus Savings Reserve). The budget for 2021/22 therefore has minimal risks attached to it, although the Medium Term Financial Strategy and the new funding regime expected to come into place from 2022/23 do contain significant uncertainty and therefore risk. While there is little this Council can do to remove this uncertainty at this point, it does need to look now for opportunities within its own control, which will bridge some part of the funding gap currently forecast.

15 FINANCIAL IMPLICATIONS / EQUALITY AND CARBON IMPACT ASSESSMENTS

- 15.1 The net operating budget of £10,509,816 will be financed by Revenue Support Grant, retained Business Rates, Council Tax and a contribution from the Surplus Savings Reserve.
- 15.2 An Equality Impact Assessment is not considered necessary, as no services are being cut in 2021/22 and Council Tax will not be increased.
- 15.3 A Carbon Impact Assessment (CIA) is also not considered necessary, as there will be no changes to service provision in 2021/22.

16 APPENDICES

Appendix 1 – Formal Council Tax Resolution
Appendix 2 - Budget 2021/22 and MTFS
Appendix 3 - Statement of Reserves
Appendix 4 - Schedule of Fees and Charges
Appendix 5 - Capital Programme

East Cambridgeshire District Council, hereinafter referred to as “the Council” in this resolution, RESOLVES for the financial year 2021/22 to:

1. Set the Council Tax Requirement for the Council at £6,775,580 calculated as follows:

	£
a) Net expenditure on Council services	4,254,250
b) City, Parish and Town Council precepts	<u>2,521,330</u>
c) Council Tax Requirement	<u><u>6,775,580</u></u>

2. Calculate that the Council Tax requirement for the Council’s own purposes for 2021/22 (excluding Parish precepts) is £4,254,250.
3. Note that, arising from decisions taken by City, Parish and Town Councils by 11th February 2021, the amount of Special Expenses included in the budget requirement set out above is £2,521,330.
4. Note that in accordance with regulations made under section 31(B) of the Local Government Finance Act 1992 as amended by Section 74 of the Localism Act 2011, the Council’s Section 151 Officer has calculated the following amounts:
 - (a) 29,930.0 being the Council Tax Base (in accordance with the Local Authorities (Calculation of Council Tax Base) (England) Regulations 2012.
 - (b) The sums shown in Schedule A column (2): being the amounts of Council Tax Base for dwellings in those parts of the area set out in column (1) of the schedule to which special expenses relate.
5. Note that Cambridgeshire County Council, the Cambridgeshire and Peterborough Fire Authority and the Police and Crime Commissioner for Cambridgeshire, in accordance with Section 40 of the Local Government Finance Act 1992, have stated the following amounts of precepts issued to the Council.

Band	County Council £	Police Commissioner £	Fire Authority £
A	933.18	165.06	49.02
B	1,088.71	192.57	57.19
C	1,244.24	220.08	65.36
D	1,399.77	247.59	73.53
E	1,710.83	302.61	89.87
F	2,021.89	357.63	106.21
G	2,332.95	412.65	122.55
H	2,799.54	495.18	147.06

6. Set the following amounts in accordance with the Local Government Finance Act 1992, as amended by the Localism Act 2011 and The Local Government Finance Act 2012:

	Description	Amount £	Notes
a)	Gross Expenditure	37,431,569	
b)	Gross Income	30,655,989	
c)	Council Tax Requirement	6,775,580	
d)	Basic Amount of Council Tax	226.38	Item (c) divided by tax base
e)	Total of Special Items	2,521,330	Parish Precepts
f)	Basic amount of Council Tax for dwellings in parts of the area to which no special items relate	142.14	Item (c) - (e) divided by tax base
g)	Basic Amount of Council Tax for dwellings in parts of the area to which one or more special items relate	Sums in column (6) of Schedule A	Item (f) plus column 4 of Schedule A (excludes Fire, Police and County Council)
h)	Basic Amount of Council Tax as in (g) for each Council Tax band	Sums shown in Schedule B	(excludes Fire, Police and County Council)

7. *The Referendums Relating to Council Tax Increases (Principles) (England) Report 2021/22* sets out the principles, which the Secretary of State has determined will apply to local authorities in England for 2021/22. The Council is required to determine whether its basic amount of Council Tax is excessive in accordance with the principles approved under Section 52ZB of the Local Government Finance Act 1992, as amended by section 5 of the Localism Act 2011.
8. This Council hereby determines that its relevant basic amount of Council Tax for 2021/22 is not excessive in accordance with the legislation set out in the preceding paragraph.
9. Set, as a result of items 5 and 6(h) above, the amounts of Council Tax shown in Schedule C, in accordance the Local Government Finance Act 1992, for each of the categories of dwellings shown in the schedule.

SCHEDULE A TO APPENDIX 1

EAST CAMBRIDGESHIRE DISTRICT COUNCIL									
COUNCIL TAX FOR BAND D PROPERTIES 2021/22									
PARISH	COUNCIL	PRECEPT	BAND D COUNCIL TAX						
	TAX BASE		Parish	ECDC	Sub-Total	CCC	CFA	PCCforC	Total
(1)	Band D Eq	£	£	£	£	£	(8)	£	£
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
Ashley	223.3	18,650.00	83.52	142.14	225.66	1,399.77	73.53	247.59	1,946.55
Bottisham	842.7	48,250.00	57.24	142.14	199.38	1,399.77	73.53	247.59	1,920.27
Brinkley	155.2	9,244.00	59.58	142.14	201.72	1,399.77	73.53	247.59	1,922.61
Burrough Green	158.0	10,190.00	64.53	142.14	206.67	1,399.77	73.53	247.59	1,927.56
Burwell	2,380.5	162,357.00	68.22	142.14	210.36	1,399.77	73.53	247.59	1,931.25
Cheveley	910.4	80,000.00	87.84	142.14	229.98	1,399.77	73.53	247.59	1,950.87
Chippenham	214.4	10,606.00	49.50	142.14	191.64	1,399.77	73.53	247.59	1,912.53
Coveney	159.0	12,094.00	76.05	142.14	218.19	1,399.77	73.53	247.59	1,939.08
Dullingham	328.4	23,649.00	72.00	142.14	214.14	1,399.77	73.53	247.59	1,935.03
Ely, City of	6,988.2	613,419.00	87.75	142.14	229.89	1,399.77	73.53	247.59	1,950.78
Fordham	937.0	41,000.00	43.74	142.14	185.88	1,399.77	73.53	247.59	1,906.77
Haddenham	1,218.8	107,657.00	88.29	142.14	230.43	1,399.77	73.53	247.59	1,951.32
Isleham	813.5	101,939.00	125.28	142.14	267.42	1,399.77	73.53	247.59	1,988.31
Kennett	133.1	9,095.00	68.31	142.14	210.45	1,399.77	73.53	247.59	1,931.34
Kirtling and Upend	174.7	11,539.38	66.06	142.14	208.20	1,399.77	73.53	247.59	1,929.09
Little Downham	911.1	83,000.00	91.08	142.14	233.22	1,399.77	73.53	247.59	1,954.11
Little Thetford	254.2	17,250.00	67.86	142.14	210.00	1,399.77	73.53	247.59	1,930.89
Littleport	2,866.6	214,455.00	74.79	142.14	216.93	1,399.77	73.53	247.59	1,937.82
Lode	359.0	16,500.00	45.99	142.14	188.13	1,399.77	73.53	247.59	1,909.02
Mepal	348.7	37,300.00	107.01	142.14	249.15	1,399.77	73.53	247.59	1,970.04
Reach	134.3	11,552.63	86.04	142.14	228.18	1,399.77	73.53	247.59	1,949.07
Snailwell	78.9	5,677.00	71.91	142.14	214.05	1,399.77	73.53	247.59	1,934.94
Soham	3,701.8	412,000.00	111.33	142.14	253.47	1,399.77	73.53	247.59	1,974.36
Stetchworth	268.0	18,000.00	67.14	142.14	209.28	1,399.77	73.53	247.59	1,930.17
Stretham	670.7	70,000.00	104.40	142.14	246.54	1,399.77	73.53	247.59	1,967.43
Sutton	1,339.8	144,326.00	107.73	142.14	249.87	1,399.77	73.53	247.59	1,970.76
Swaffham Bulbeck	331.0	37,500.00	113.31	142.14	255.45	1,399.77	73.53	247.59	1,976.34
Swaffham Prior	354.0	14,500.00	40.95	142.14	183.09	1,399.77	73.53	247.59	1,903.98
Wentworth	65.7	7,800.00	118.71	142.14	260.85	1,399.77	73.53	247.59	1,981.74
Westley Waterless	62.1	1,000.00	16.11	142.14	158.25	1,399.77	73.53	247.59	1,879.14
Wicken	324.2	29,000.00	89.46	142.14	231.60	1,399.77	73.53	247.59	1,952.49
Wilburton	464.8	54,400.00	117.00	142.14	259.14	1,399.77	73.53	247.59	1,980.03
Witcham	159.7	15,300.00	95.76	142.14	237.90	1,399.77	73.53	247.59	1,958.79
Witchford	836.7	54,580.00	65.25	142.14	207.39	1,399.77	73.53	247.59	1,928.28
Wooditton	761.5	17,500.00	22.95	142.14	165.09	1,399.77	73.53	247.59	1,885.98
Whole Area/Average Tax Charge	29,930.0	2,521,330.01	84.24	142.14	226.38	1,399.77	73.53	247.59	1,947.27

SCHEDULE B TO APPENDIX 1

EAST CAMBRIDGESHIRE DISTRICT COUNCIL								
DISTRICT AND PARISH COUNCIL TAX 2021/22								
(Note: excluding County, Fire and Police)								
PARISH	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H
	£	£	£	£	£	£	£	£
Ashley	150.44	175.51	200.59	225.66	275.81	325.95	376.10	451.32
Bottisham	132.92	155.07	177.23	199.38	243.69	287.99	332.30	398.76
Brinkley	134.48	156.89	179.31	201.72	246.55	291.37	336.20	403.44
Burrough Green	137.78	160.74	183.71	206.67	252.60	298.52	344.45	413.34
Burwell	140.24	163.61	186.99	210.36	257.11	303.85	350.60	420.72
Cheveley	153.32	178.87	204.43	229.98	281.09	332.19	383.30	459.96
Chippenham	127.76	149.05	170.35	191.64	234.23	276.81	319.40	383.28
Coveney	145.46	169.70	193.95	218.19	266.68	315.16	363.65	436.38
Dullingham	142.76	166.55	190.35	214.14	261.73	309.31	356.90	428.28
Ely, City of	153.26	178.80	204.35	229.89	280.98	332.06	383.15	459.78
Fordham	123.92	144.57	165.23	185.88	227.19	268.49	309.80	371.76
Haddenham	153.62	179.22	204.83	230.43	281.64	332.84	384.05	460.86
Isleham	178.28	207.99	237.71	267.42	326.85	386.27	445.70	534.84
Kennett	140.30	163.68	187.07	210.45	257.22	303.98	350.75	420.90
Kirtling and Upend	138.80	161.93	185.07	208.20	254.47	300.73	347.00	416.40
Little Downham	155.48	181.39	207.31	233.22	285.05	336.87	388.70	466.44
Little Thetford	140.00	163.33	186.67	210.00	256.67	303.33	350.00	420.00
Littleport	144.62	168.72	192.83	216.93	265.14	313.34	361.55	433.86
Lode	125.42	146.32	167.23	188.13	229.94	271.74	313.55	376.26
Mepal	166.10	193.78	221.47	249.15	304.52	359.88	415.25	498.30
Reach	152.12	177.47	202.83	228.18	278.89	329.59	380.30	456.36
Snailwell	142.70	166.48	190.27	214.05	261.62	309.18	356.75	428.10
Soham	168.98	197.14	225.31	253.47	309.80	366.12	422.45	506.94
Stetchworth	139.52	162.77	186.03	209.28	255.79	302.29	348.80	418.56
Stretham	164.36	191.75	219.15	246.54	301.33	356.11	410.90	493.08
Sutton	166.58	194.34	222.11	249.87	305.40	360.92	416.45	499.74
Swaffham Bulbeck	170.30	198.68	227.07	255.45	312.22	368.98	425.75	510.90
Swaffham Prior	122.06	142.40	162.75	183.09	223.78	264.46	305.15	366.18
Wentworth	173.90	202.88	231.87	260.85	318.82	376.78	434.75	521.70
Westley Waterless	105.50	123.08	140.67	158.25	193.42	228.58	263.75	316.50
Wicken	154.40	180.13	205.87	231.60	283.07	334.53	386.00	463.20
Wilburton	172.76	201.55	230.35	259.14	316.73	374.31	431.90	518.28
Witcham	158.60	185.03	211.47	237.90	290.77	343.63	396.50	475.80
Witchford	138.26	161.30	184.35	207.39	253.48	299.56	345.65	414.78
Wooditton	110.06	128.40	146.75	165.09	201.78	238.46	275.15	330.18
Average Tax Charge	150.92	176.07	201.23	226.38	276.69	326.99	377.30	452.76
Proportion to Band D (Ninths)	6	7	8	9	11	13	15	18

SCHEDULE C TO APPENDIX 1

EAST CAMBRIDGESHIRE DISTRICT COUNCIL								
TOTAL COUNCIL TAX 2021/22								
PARISH	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H
	£	£	£	£	£	£	£	£
Ashley	1,297.70	1,513.98	1,730.27	1,946.55	2,379.12	2,811.68	3,244.25	3,893.10
Bottisham	1,280.18	1,493.54	1,706.91	1,920.27	2,347.00	2,773.72	3,200.45	3,840.54
Brinkley	1,281.74	1,495.36	1,708.99	1,922.61	2,349.86	2,777.10	3,204.35	3,845.22
Burrough Green	1,285.04	1,499.21	1,713.39	1,927.56	2,355.91	2,784.25	3,212.60	3,855.12
Burwell	1,287.50	1,502.08	1,716.67	1,931.25	2,360.42	2,789.58	3,218.75	3,862.50
Cheveley	1,300.58	1,517.34	1,734.11	1,950.87	2,384.40	2,817.92	3,251.45	3,901.74
Chippenham	1,275.02	1,487.52	1,700.03	1,912.53	2,337.54	2,762.54	3,187.55	3,825.06
Coveney	1,292.72	1,508.17	1,723.63	1,939.08	2,369.99	2,800.89	3,231.80	3,878.16
Dullingham	1,290.02	1,505.02	1,720.03	1,935.03	2,365.04	2,795.04	3,225.05	3,870.06
Ely, City of	1,300.52	1,517.27	1,734.03	1,950.78	2,384.29	2,817.79	3,251.30	3,901.56
Fordham	1,271.18	1,483.04	1,694.91	1,906.77	2,330.50	2,754.22	3,177.95	3,813.54
Haddenham	1,300.88	1,517.69	1,734.51	1,951.32	2,384.95	2,818.57	3,252.20	3,902.64
Isleham	1,325.54	1,546.46	1,767.39	1,988.31	2,430.16	2,872.00	3,313.85	3,976.62
Kennett	1,287.56	1,502.15	1,716.75	1,931.34	2,360.53	2,789.71	3,218.90	3,862.68
Kirtling and Upend	1,286.06	1,500.40	1,714.75	1,929.09	2,357.78	2,786.46	3,215.15	3,858.18
Little Downham	1,302.74	1,519.86	1,736.99	1,954.11	2,388.36	2,822.60	3,256.85	3,908.22
Little Thetford	1,287.26	1,501.80	1,716.35	1,930.89	2,359.98	2,789.06	3,218.15	3,861.78
Littleport	1,291.88	1,507.19	1,722.51	1,937.82	2,368.45	2,799.07	3,229.70	3,875.64
Lode	1,272.68	1,484.79	1,696.91	1,909.02	2,333.25	2,757.47	3,181.70	3,818.04
Mepal	1,313.36	1,532.25	1,751.15	1,970.04	2,407.83	2,845.61	3,283.40	3,940.08
Reach	1,299.38	1,515.94	1,732.51	1,949.07	2,382.20	2,815.32	3,248.45	3,898.14
Snailwell	1,289.96	1,504.95	1,719.95	1,934.94	2,364.93	2,794.91	3,224.90	3,869.88
Soham	1,316.24	1,535.61	1,754.99	1,974.36	2,413.11	2,851.85	3,290.60	3,948.72
Stetchworth	1,286.78	1,501.24	1,715.71	1,930.17	2,359.10	2,788.02	3,216.95	3,860.34
Stretham	1,311.62	1,530.22	1,748.83	1,967.43	2,404.64	2,841.84	3,279.05	3,934.86
Sutton	1,313.84	1,532.81	1,751.79	1,970.76	2,408.71	2,846.65	3,284.60	3,941.52
Swaffham Bulbeck	1,317.56	1,537.15	1,756.75	1,976.34	2,415.53	2,854.71	3,293.90	3,952.68
Swaffham Prior	1,269.32	1,480.87	1,692.43	1,903.98	2,327.09	2,750.19	3,173.30	3,807.96
Wentworth	1,321.16	1,541.35	1,761.55	1,981.74	2,422.13	2,862.51	3,302.90	3,963.48
Westley Waterless	1,252.76	1,461.55	1,670.35	1,879.14	2,296.73	2,714.31	3,131.90	3,758.28
Wicken	1,301.66	1,518.60	1,735.55	1,952.49	2,386.38	2,820.26	3,254.15	3,904.98
Wilburton	1,320.02	1,540.02	1,760.03	1,980.03	2,420.04	2,860.04	3,300.05	3,960.06
Witcham	1,305.86	1,523.50	1,741.15	1,958.79	2,394.08	2,829.36	3,264.65	3,917.58
Witchford	1,285.52	1,499.77	1,714.03	1,928.28	2,356.79	2,785.29	3,213.80	3,856.56
Wooditton	1,257.32	1,466.87	1,676.43	1,885.98	2,305.09	2,724.19	3,143.30	3,771.96
Average Tax Charge	1,298.18	1,514.54	1,730.91	1,947.27	2,380.00	2,812.72	3,245.45	3,894.54
Proportion to Band D (Ninths)	6	7	8	9	11	13	15	18

DRAFT BUDGET 2021-22

	Budget 2020-21 £	Estimate 2021-22 £	Estimate 2022-23 £	Estimate 2023-24 £	Estimate 2024-25 £
Committees:					
Operational Services	5,750,903	5,800,107	6,315,652	6,404,137	6,519,983
Finance & Assets	4,655,272	5,276,679	5,332,875	5,554,203	5,660,654
Net District Spending	10,406,175	11,076,786	11,648,527	11,958,340	12,180,637
New Homes Bonus Grant	(695,237)	(540,959)	(179,636)	0	0
Rural / Lower Tier Services Grant	-161,606	-274,640	0	0	0
Covid-19 Grant	0	-463,270	0	0	0
Internal Drainage Board Levies	501,978	512,018	522,258	532,703	543,357
Contributions to / from Corporate Reserves	265,895	199,881	171,601	146,681	146,681
Net Operating Expenditure	10,317,205	10,509,816	12,162,750	12,637,724	12,870,675
Contribution from Surplus Savings Reserve	(1,391,541)	(2,072,648)	(3,870,517)	(156,278)	0
Savings to be identified	0	0	0	(4,143,095)	(4,117,856)
ECDC Budget Requirement	8,925,664	8,437,168	8,292,233	8,338,351	8,752,819
Parish Council Precepts	2,470,158	2,521,330	2,584,363	2,648,972	2,715,196
DISTRICT BUDGET REQUIREMENT	11,395,822	10,958,498	10,876,596	10,987,323	11,468,015
<u>Financed by:</u>					
Council's share of Collection Funds Surplus	(71,635)	191,008	201,376	201,376	0
Revenue Support Grant	(11,764)	(11,829)	0	0	0
Locally retained Non-Domestic Rates	(3,876,316)	(3,687,369)	(3,389,158)	(3,233,142)	(3,238,729)
Plus: NNDR from Renewable Energy	(674,728)	(674,728)	(674,728)	(674,728)	(674,728)
COUNCIL TAX REQUIREMENT	6,761,379	6,775,580	7,014,086	7,280,829	7,554,558

	Estimate 2020-21 £	Estimate 2021-22 £	Estimate 2022-23 £	Estimate 2023-24 £	Estimate 2024-25 £
Unallocated Surplus Savings Reserve					
In hand at 1st April	7,017,799	6,099,443	4,026,795	156,278	0
Movement in year	(918,356)	(2,072,648)	(3,870,517)	(156,278)	0
In hand at 31st March	6,099,443	4,026,795	156,278	0	0

IMPLIED BAND 'D' COUNCIL TAX (District only i.e. excluding parish levies)					
Demand on Collection Fund as above	6,761,379	6,775,580	7,014,086	7,280,829	7,554,558
Less Parish Precepts as above	2,470,158	2,521,330	2,584,363	2,648,972	2,715,196
	4,291,221	4,254,250	4,429,723	4,631,857	4,839,362
Council Tax Base	30,190.1	29,930.0	30,105.5	30,444.7	30,796.5
District Council Tax - Band D	142.14	142.14	147.14	152.14	157.14

Description	Estimate 2020/21	Estimate 2021/22	Estimate 2022/23	Estimate 2023/24	Estimate 2024/25
Operational Services Committee					
Building Regulations	27,520	17,696	17,485	17,268	17,048
Civic Amenities	11,428	11,671	11,848	12,028	12,212
Climate Change	100,000	100,000	100,000	100,000	100,000
Community Projects & Grants	221,578	179,585	181,059	182,563	184,097
Community Safety	50,834	57,002	57,823	58,660	59,514
Cons. Area & Listed Buildings	60,578	60,967	61,936	62,924	63,932
Customer Services	465,859	460,037	485,701	495,461	505,416
Dog Warden Scheme	34,512	34,443	34,924	35,415	35,916
Emergency Planning	28,088	28,374	28,665	28,962	29,265
Environmental	90,260	91,486	92,883	94,307	95,760
Environmental Health	407,059	410,201	417,852	425,655	433,615
Homelessness	372,074	343,080	377,997	387,092	396,368
Information Technology	801,156	801,664	846,086	860,795	875,796
Licencing - Env Services	-899	2,499	-5,646	-14,674	-24,666
Marketing & Grants	66,345	70,094	70,441	39,576	39,937
Nuisances	70,970	75,315	76,745	78,203	79,691
Parish Forums	1,500	1,500	1,500	1,500	1,500
Performance Management	10,400	10,400	10,400	10,400	10,400
Pest Control	9,090	9,341	9,519	9,700	9,885
Planning	-16,131	6,808	15,058	23,573	32,360
Public Relations	75,172	75,917	76,669	77,429	78,196
Recycling	952,785	1,006,700	1,362,457	1,393,350	1,419,296
Refuse Collection	1,177,951	1,201,511	1,225,541	1,250,052	1,275,053
Renovation Grants	0	0	0	0	0
Street Cleansing	689,469	703,258	717,323	731,669	746,302
Street Naming & Numbering	7,896	6,841	6,895	6,949	7,005
The Old Gaol House	0	0	0	0	0
Travellers Sites	-20,000	-22,000	-22,000	-22,000	-22,000
Tree Preservation / Landscaping	55,409	55,717	56,491	57,280	58,085
	5,750,903	5,800,107	6,315,652	6,404,137	6,519,983
Finance & Assets Committee					
Asset Management	141,918	141,918	141,918	141,918	141,918
Award Ditches	8,829	9,006	9,186	9,370	9,557
Civic Relations	21,794	22,542	22,837	23,138	23,445
Closed Churchyards	29,086	29,668	30,261	30,866	31,483
Community Transport	15,000	15,000	15,000	15,000	15,000
Corp. Man. Policy Research / Review	170,724	274,503	176,661	178,870	181,132
Council Tax Collection Costs	422,337	423,191	442,046	459,912	473,527
Data Management	99,024	100,992	102,322	103,679	105,063
Economic Development	-13,155	31,649	36,585	41,620	46,753
Finance	335,662	347,842	354,648	361,590	368,669
General Gang	117,565	82,556	83,786	85,041	86,321
Health & Safety (Work)	22,280	22,566	22,857	23,154	23,457
Housing Benefits	373,717	336,367	361,149	384,522	394,331
Housing Strategy	210,597	231,970	239,140	246,452	253,913
Human Resources (including training)	186,883	209,337	201,500	203,707	205,957
Interest & Financial Transactions	-142,347	-31,859	-32,189	68,254	72,109
Internal Audit	70,855	72,822	74,278	75,764	77,280
Land Charges Admin	-59,353	-41,268	-30,743	-32,207	-33,701
Legal Services	221,889	240,531	244,825	249,205	253,672
Leisure Centre	-396,613	-241,113	-241,113	-241,113	-241,113
Local Elections	22,500	22,500	22,500	22,500	22,500
Local Plans	95,000	95,000	95,000	95,000	95,000
Management Team	296,018	364,685	463,063	472,086	481,289
Markets	0	0	0	0	0
Member & Committee Support	498,187	531,290	541,436	551,785	562,340
Misc. Financial Services	831,648	761,012	782,911	782,911	782,911
Miscellaneous Properties	-45,124	-45,157	-45,940	-45,973	-46,006
NNDR Collection Costs	42,040	45,170	49,725	54,097	56,485

Out Of Hours Service	15,000	12,000	12,240	12,485	12,735
Parking of Vehicles	-44,514	61,898	-14,283	-10,286	-6,210
Parks and Open Spaces	261,832	268,562	325,234	332,039	338,980
Payroll	63,485	70,665	71,954	73,268	74,609
Public Conveniences	150,988	154,013	156,631	159,305	162,029
Registration of Electors	53,371	53,371	53,371	53,371	53,371
Reprographics	111,559	116,170	117,379	118,611	119,869
Office Accommodation	355,278	354,203	356,465	362,847	369,360
Sport & Recreation Admin	111,312	133,077	90,235	91,415	92,619
	4,655,272	5,276,679	5,332,875	5,554,203	5,660,654
Total	10,406,175	11,076,786	11,648,527	11,958,340	12,180,637

Reserve Accounts

Description	2020/21				2021/22			
	Opening Balance 1	Transfers to Reserve	Contributions from Reserve	Forecast Balance 31	Opening Balance 1	Transfers to Reserve	Contributions from Reserve	Forecast Balance 31
	April £	£	£	March £	April £	£	£	March £
District Elections	0	22,500		22,500	22,500	22,500		45,000
Historic Buildings Grants	6,190			6,190	6,190			6,190
Housing Conditions Survey	40,000	5,000		45,000	45,000	5,000		50,000
Building Control	23,155			23,155	23,155			23,155
Change Management	236,744	12,479		249,223	249,223		(5,353)	243,870
Major Project Development	100,000			100,000	100,000			100,000
Surplus Savings Reserve	7,017,799	473,185	(1,391,541)	6,099,443	6,099,443		(2,072,648)	4,026,795
Vehicle Replacements	89,187			89,187	89,187			89,187
New Homes Bonus	44,685		(44,685)	0	0			0
Leisure Centre - sinking fund	(44,685)	44,685		0	0	78,127		78,127
Insurance	16,343			16,343	16,343			16,343
IT	40,000	40,000		80,000	80,000	10,000		90,000
CIL	3,219,091	3,800,000	(2,735,000)	4,284,091	4,284,091	1,200,000	(800,000)	4,684,091
CIL Admin	226,560	190,000	(100,000)	316,560	316,560	70,000	(100,000)	286,560
Care and Repair	45,000			45,000	45,000			45,000
Community Fund Reserves	14,884			14,884	14,884			14,884
Housing	79,547			79,547	79,547			79,547
Affordable Housing	346,150	66,360		412,510	412,510	53,200		465,710
General Fund Balance	1,045,629			1,045,629	1,045,629	5,353		1,050,982
Commercial Invest to Save	20,000			20,000	20,000			20,000
CLT Grant Applications	20,000			20,000	20,000			20,000
Travellers' Sites	4,357	27,634		31,991	31,991	40,762		72,753
Enterprise Zone NNDR	253,577	154,761	(46,428)	361,910	361,910	209,545	(62,864)	508,591
Economic Development	0			0	0			0
Business Rates Retention Pilot	0			0	0			0
Other								
Section 106 Agreements	2,267,451		(500,000)	1,767,451	1,767,451		(500,000)	1,267,451
Internal Borrowing	(11,760,859)	6,919,933	(6,337,077)	(11,178,003)	(11,178,003)	(2,945,950)	392,496	(13,731,457)
Total Reserves	3,350,806	11,756,537	(11,154,731)	3,952,612	3,952,612	(1,251,463)	(3,148,368)	(447,220)

Reserve Accounts

Description	2022/23				2023/24			
	Opening Balance 1	Transfers to Reserve	Contributions from Reserve	Forecast Balance 31	Opening Balance 1	Transfers to Reserve	Contributions from Reserve	Forecast Balance 31
	April £	£	£	March £	April £	£	£	March £
District Elections	45,000	22,500		67,500	67,500	22,500		90,000
Historic Buildings Grants	6,190			6,190	6,190			6,190
Housing Conditions Survey	50,000	5,000		55,000	55,000	5,000		60,000
Building Control	23,155			23,155	23,155			23,155
Change Management	243,870		(165,293)	78,577	78,577		(47,497)	31,080
Major Project Development	100,000			100,000	100,000			100,000
Surplus Savings Reserve	4,026,795		(3,870,517)	156,278	156,278		(156,278)	0
Vehicle Replacements	89,187			89,187	89,187			89,187
New Homes Bonus	0			0	0			0
Leisure Centre - sinking fund	78,127	230,356		308,483	308,483	408,023		716,506
Insurance	16,343			16,343	16,343			16,343
IT	90,000	40,000		130,000	130,000	40,000		170,000
CIL	4,684,091	1,200,000	(800,000)	5,084,091	5,084,091	1,200,000	(800,000)	5,484,091
CIL Admin	286,560	70,000	(100,000)	256,560	256,560	70,000	(100,000)	226,560
Care and Repair	45,000			45,000	45,000			45,000
Community Fund Reserves	14,884			14,884	14,884			14,884
Housing	79,547			79,547	79,547			79,547
Affordable Housing	465,710	24,920		490,630	490,630			490,630
General Fund Balance	1,050,982	165,293		1,216,275	1,216,275	47,497		1,263,772
Commercial Invest to Save	20,000			20,000	20,000			20,000
CLT Grant Applications	20,000			20,000	20,000			20,000
Travellers' Sites	72,753	48,523		121,276	121,276	56,959		178,235
Enterprise Zone NNDR	508,591	209,545	(62,864)	655,273	655,273	209,545	(62,864)	801,954
Economic Development	0			0	0			0
Business Rates Retention Pilot	0			0	0			0
Other								
Section 106 Agreements	1,267,451		(500,000)	767,451	767,451		(500,000)	267,451
Internal Borrowing	(13,731,457)	0	4,718,557	(9,012,900)	(9,012,900)	0	1,478,557	(7,534,343)
Total Reserves	(447,220)	2,016,137	(780,117)	788,801	788,801	2,059,524	(188,082)	2,660,243

EAST CAMBRIDGESHIRE DISTRICT COUNCIL

FEES AND CHARGES SCHEDULE 2021-22

Description	VAT code	Discretionary or Statutory	Charge for 2020/21	Proposed Charge for 2021/22
<u>COMMUNITY SERVICES</u>				
BUSINESS PARKING PERMIT SCHEME				
First permit	SR	Discretionary	£50.00	£50.00
Second permit	SR	Discretionary	£55.00	£55.00
Third permit	SR	Discretionary	£60.00	£60.00
Fourth permit	SR	Discretionary	£70.00	£70.00
Market Traders	SR	Discretionary	£20.00	£20.00
CAR PARKING – ANGEL DROVE, ELY				
Cost per day (except Saturdays & Bank Holidays)	SR	Discretionary	£3.00	£3.00
Season Ticket – Weekly (6 days)	SR	Discretionary	£12.00	£12.00
Season Ticket – Quarterly	SR	Discretionary	£145.00	£145.00
Season Ticket – Annual	SR	Discretionary	£506.00	£506.00
CAR PARKING – THE DOCK, ELY				
Cost per day (except Saturdays & Bank Holidays)	SR	Discretionary	£3.00	£3.00
Season Ticket – Weekly (6 days)	SR	Discretionary	£12.00	£12.00
Season Ticket – Quarterly	SR	Discretionary	£145.00	£145.00
Season Ticket – Annual	SR	Discretionary	£506.00	£506.00
CAR PARKING – LITTLEPORT STATION				
<u>On-peak</u>				
Daily	SR	Discretionary	£1.80	£1.80
Weekly	SR	Discretionary	£5.70	£5.70
Quarterly	SR	Discretionary	£57.00	£57.00
Annual	SR	Discretionary	£205.00	£205.00
<u>Off-peak</u>				
Daily	SR	Discretionary	£0.50	£0.50
FIXED PENALTY PARKING FINES				
Excess Charge if paid within 14 days	OS	Discretionary	£50.00	£50.00
Excess Charge if paid after 14 days	OS	Discretionary	£60.00	£60.00
ELY RIVERSIDE				
Mooring Overstay Charge Notice - First 48 hours are free, with a charge applying after this period	SR	Discretionary	£100.00 (reduced to £70 if paid within 14 days)	£100.00 (reduced to £70 if paid within 14 days)

Description	VAT code	Discretionary or Statutory	Charge for 2020/21	Proposed Charge for 2021/22
<u>DEVELOPMENT SERVICES</u>				
PLANNING PRE APPLICATION ADVICE				
Householder Schemes – Extension or works to a dwelling - General Advice on issues is FREE but comment on a particular scheme would attract a fee - Written advice only	SR	Discretionary	£41.00	£42.00
Householder Schemes – Extension or works to a dwelling - General Advice on issues is FREE but comment on a particular scheme would attract a fee - Meeting Only	SR	Discretionary	£41.00	£42.00
Householder Schemes - Extension or works to a dwelling - General Advice on issues is FREE but comment on a particular scheme would attract a fee - Meeting and written advice	SR	Discretionary	£82.00	£84.00
Householder Schemes – Building Control Advice - Written advice only	SR	Discretionary	£22.50	£23.00
Householder Schemes – Building Control Advice - Meeting and written advice	SR	Discretionary	£44.00	£45.00
Householder Schemes – Heritage Advice – Written advice only	SR	Discretionary	£10.50	£10.70
Householder Schemes – Heritage Advice– Meeting only	SR	Discretionary	£10.50	£10.70
Householder Schemes – Heritage Advice– Meeting and written advice	SR	Discretionary	£20.50	£21.00
Householder Schemes – Follow Up Plan Checking	SR	Discretionary	FREE	FREE
Small Scale Minor Development – Residential schemes 1-2 dwellings. Other buildings up to 999sqm. Written Advice	SR	Discretionary	£147.00	£150.00
Small Scale Minor Development – Residential schemes 1-2 dwellings. Other buildings up to 999sqm. Meeting only	SR	Discretionary	£245.00	£250.00
Small Scale Minor Development – Residential schemes 1-2 dwellings. Other buildings up to 999sqm. Meeting and Written Advice	SR	Discretionary	£392.00	£400.00
Small Scale Minor Development – Subsequent Advice on Amended Schemes. Written Advice	SR	Discretionary	£73.50	£75.00
Small Scale Minor Development – Subsequent Advice on Amended Schemes. Meeting only	SR	Discretionary	£122.50	£125.00
Small Scale Minor Development – Subsequent Advice on Amended Schemes. Meeting and Written Advice	SR	Discretionary	£196.00	£200.00
Small Scale Minor Development – Building Control Advice. Written Advice	SR	Discretionary	£56.00	£57.00
Small Scale Minor Development – Building Control Advice. Meeting and Written Advice	SR	Discretionary	£117.00	£120.00
Small Scale Minor Development – Heritage Advice. Written Advice	SR	Discretionary	£31.00	£32.00
Small Scale Minor Development – Heritage Advice. Meeting only	SR	Discretionary	£31.00	£32.00
Small Scale Minor Development – Heritage Advice. Meeting and Written Advice	SR	Discretionary	£61.00	£62.00
Minor Residential Schemes 3-9 dwellings – Written Advice only	SR	Discretionary	£245.00	£250.00
Minor Residential Schemes 3-9 dwellings – Meeting only	SR	Discretionary	£343.00	£350.00
Minor Residential Schemes 3-9 dwellings – Meeting and Written Advice	SR	Discretionary	£588.00	£600.00
Minor Residential Schemes 3-9 dwellings – Subsequent Advice on Amended Schemes - Written Advice only	SR	Discretionary	£122.50	£125.00
Minor Residential Schemes 3-9 dwellings – Subsequent Advice on Amended Schemes - Meeting only	SR	Discretionary	£171.50	£175.00
Minor Residential Schemes 3-9 dwellings – Subsequent Advice on Amended Schemes - Meeting and Written Advice	SR	Discretionary	£294.00	£300.00
Minor Residential Schemes 3-9 dwellings – Building Control Advice - Written Advice only	SR	Discretionary	£102.00	£104.00

Description	VAT code	Discretionary or Statutory	Charge for 2020/21	Proposed Charge for 2021/22
Minor Residential Schemes 3-9 dwellings – Building Control Advice - Meeting and Written Advice	SR	Discretionary	£173.50	£177.00
Minor Residential Schemes 3-9 dwellings – Heritage Advice - Written Advice only	SR	Discretionary	£61.00	£62.00
Minor Residential Schemes 3-9 dwellings – Heritage Advice - Meeting only	SR	Discretionary	£61.00	£62.00
Minor Residential Schemes 3-9 dwellings – Heritage Advice - Meeting and Written Advice	SR	Discretionary	£122.50	£125.00
Small Scale Major Development – 10 up to 40 dwellings. Site area up to 0.5ha. 1000sqm - 4999sqm floor-space. Unaccompanied site visit – Written advice only	SR	Discretionary	£392.00	£400.00
Small Scale Major Development – 10 up to 40 dwellings. Site area up to 0.5ha. 1000sqm - 4999sqm floor-space. Unaccompanied site visit – Meeting only	SR	Discretionary	£441.00	£450.00
Small Scale Major Development – 10 up to 40 dwellings. Site area up to 0.5ha. 1000sqm - 4999sqm plus floor-space. Unaccompanied site visit – Meeting and Written Advice	SR	Discretionary	£832.50	£850.00
Small Scale Major Development – 10 up to 40 dwellings. Site area up to 0.5ha. 1000sqm - 4999sqm floor-space. Unaccompanied site visit –Advice on Amended Schemes - Written advice only	SR	Discretionary	£196.00	£200.00
Small Scale Major Development – 10 up to 40 dwellings. Site area up to 0.5ha. 1000sqm - 4999sqm plus floor-space. Unaccompanied site visit – Advice on Amended Schemes - Meeting only	SR	Discretionary	£220.50	£225.00
Small Scale Major Development – 10 up to 40 dwellings. Site area up to 0.5ha. 1000sqm - 4999sqm floor-space. Unaccompanied site visit – Advice on Amended Schemes - Meeting and Written advice	SR	Discretionary	£416.00	£424.00
Small Scale Major Development – 10 up to 40 dwellings. Site area up to 0.5ha. 1000sqm - 4999sqm floor-space. Building Control Advice - Written advice only	SR	Discretionary	£173.50	£177.00
Small Scale Major Development – 10 up to 40 dwellings. Site area up to 0.5ha. 1000sqm - 4999sqm floor-space. Building Control Advice - Meeting and Written advice	SR	Discretionary	£286.00	£292.00
Small Scale Major Development – 10 up to 40 dwellings. Site area up to 0.5ha. 1000sqm - 4999sqm floor-space. Heritage Advice - Written advice only	SR	Discretionary	£76.50	£78.00
Small Scale Major Development – 10 up to 40 dwellings. Site area up to 0.5ha. 1000sqm - 4999sqm floor-space. Unaccompanied site visit – Heritage Advice -Meeting only	SR	Discretionary	£76.50	£78.00
Small Scale Major Development – 10 up to 40 dwellings. Site area up to 0.5ha. 1000sqm - 4999sqm floor-space. Heritage Advice - Meeting and Written advice	SR	Discretionary	£153.00	£156.00
Large Scale Major Development – 41-99 Dwellings - Site are over 0.5ha. 5000sqm plus floor spaces - Meeting Only.	SR	Discretionary	£539.00	£550.00
Large Scale Major Development – 41-99 Dwellings - Site are over 0.5ha. 5000sqm plus floor spaces - Meeting and Written Advice	SR	Discretionary	£1,126.00	£1,150.00
Large Scale Major Residential Development – 41-99 Dwellings Site are over 0.5ha. 5000sqm plus floor spaces - Advice on Amended Schemes - Meeting Only	SR	Discretionary	£269.00	£274.00
Large Scale Major Residential Development – 41-99 Dwellings Site are over 0.5ha. 5000sqm plus floor spaces - Advice on Amended Schemes - Meeting and Written Advice	SR	Discretionary	£563.00	£575.00

Description	VAT code	Discretionary or Statutory	Charge for 2020/21	Proposed Charge for 2021/22
Large Scale Major Residential Development – 41-99 Dwellings - Building Control Advice - Written Advice	SR	Discretionary	£286.00	£292.00
Large Scale Major Residential Development – 41-99 Dwellings - Building Control Advice - Meeting and Written Advice	SR	Discretionary	£403.00	£411.00
Large Scale Major Residential Development – 41-99 Dwellings - Heritage Advice - Meeting Only	SR	Discretionary	£153.00	£156.00
Large Scale Major Residential Development – 41-99 Dwellings - Heritage Advice - Meeting and Written Advice	SR	Discretionary	£153.00	£156.00
Strategic Development – 100 plus dwellings or mixed use development that includes 1000sqm of non-residential floor space. Accompanied site visit.	SR	Discretionary	£1,763.00	£1,798.00
Strategic Development – 100 plus dwellings or mixed use development that includes 1000sqm of non-residential floor space. Advice on Amended Schemes	SR	Discretionary	£881.00	£899.00
Strategic Development – 100 plus dwellings or mixed use development that includes 1000sqm of non-residential floor space. Building Control Advice - Meeting and Written Advice	SR	Discretionary	£351.00	£358.00
Strategic Development – 100 plus dwellings or mixed use development that includes 1000sqm of non-residential floor space. Heritage Advice - Meeting and Written Advice	SR	Discretionary	£153.00	£156.00
High Hedge Complaint	SR	Discretionary	£459.00	£468.00
Admin Charge if we return application because information requested for validation is not provided within timescale - Householder	SR	Discretionary	£25.50	£26.00
Admin Charge if we return application because information requested for validation is not provided within timescale - Minor & Other Applications	SR	Discretionary	£51.00	£52.00
Admin Charge if we return application because information requested for validation is not provided within timescale - Major Applications	SR	Discretionary	£153.00	£156.00
Listed Building Advice for alteration or extension to a listed building or development within the curtilage if a listed building - On site Meeting (1 hour) plus written advice	SR	Discretionary	£153.00	£156.00
Listed Building Advice for alteration or extension to a listed building or development within the curtilage if a listed building - Site visit (No written advice)	SR	Discretionary	£98.00	£100.00
Registration and annual fee to be included on the register under the Self Build and Custom Housing Building Act 2015	OS	Discretionary	£20.00	£20.00
PLANNING APPLICATIONS				
See separate document for scale of fee for planning applications, determinations, certificates of lawful use or development and advertising consents				
Planning Portal Fees Legislation Link				

Description	VAT code	Discretionary or Statutory	Charge for 2020/21	Proposed Charge for 2021/22
<u>BUILDING REGULATION CHARGES</u>				
TABLE 1 – Standard charges for new dwellings and flats up to 300m ² and not more than 3 storeys.				
TABLE 2 – Standard domestic charges including extensions and conversions to an existing dwelling				
TABLE 3 – Standard Charges for other work under £100,000 including				
For works over £100,000, please contact Building Control for an individual quote.				
If your building work is defined as requiring an individual determined charge, please contact us on 01353 665555, email us at bcservices@eastcambs.gov.uk				
TABLE 1 – NEW DWELLINGS/FLATS & DWELLINGS/FLATS FORMED BY CHANGE OF USE				
(ALL FEE'S INCLUSIVE OF VAT UNLESS OTHERWISE STATED)				
Full Plans Application/Plan Check Fee				
1 Dwelling	SR		£226.00	
2 Dwellings	SR		£314.00	
2+ Dwellings	SR		POA	
Full Plans Application Inspection Fee				
1 Dwelling	SR		£548.00	
2 Dwellings	SR		£873.00	
2+ Dwellings	SR		POA	
Building Notice Application (NO VAT)				
1 Dwelling	OS		£727.00	
2 Dwellings	OS		£1,262.00	
2+ Dwellings	OS		POA	
Regularisation Application (No VAT)				
1 Dwelling	OS		£893.00	
2 Dwellings	OS		£1,262.00	
2+ Dwellings	OS		POA	
Electrical Check & Testing				
1 Dwelling	SR		£893.00	
2 Dwellings	SR		£1,262.00	
2+ Dwellings	SR		POA	
TABLE 2 – DOMESTIC EXTENSIONS AND CONVERSIONS				
(ALL FEE'S INCLUSIVE OF VAT UNLESS OTHERWISE STATED)				
Extension or annex with floor area not exceeding 10m¹				
Full Plans Application Plan Check Fee	SR		£189.00	
Full Plans Application Inspection Fee's	SR		£340.00	
Building Notice Application	SR		£609.00	
Regularisation Application No VAT	OS		£623.00	
Extension or annex with floor area not exceeding 10m² Extension or annex with floor area exceeding 10m² but not exceeding 40m²				
Full Plans Application Plan Check Fee	SR		£189.00	
Full Plans Application Inspection Fee's	SR		£454.00	
Building Notice Application	SR		£732.00	
Regularisation Application No VAT	OS		£750.00	
Extension or annex with floor area exceeding 40m² but not exceeding 100m²				
Full Plans Application Plan Check Fee	SR		£189.00	

Description	VAT code	Discretionary or Statutory	Charge for 2020/21	Proposed Charge for 2021/22
Full Plans Application Inspection Fee's	SR		£596.00	
Building Notice Application	SR		£888.00	
Regularisation Application No VAT	OS		£909.00	
A building or extension comprising solely of a garage, carport or store the total floor area not exceeding 60m2				
Full Plans Application Plan Check Fee	SR		£189.00	
Full Plans Application Inspection Fee's	SR		£284.00	
Building Notice Application	SR		£546.00	
Regularisation Application No VAT	OS		£543.00	
First or second floor loft conversions with a floor area not exceeding 100m2				
Full Plans Application Plan Check Fee	SR		£189.00	
Full Plans Application Inspection Fee's	SR		£355.00	
Building Notice Application	SR		£694.00	
Regularisation Application No VAT	OS		£709.00	
Garage conversion up to 60m2				
Full Plans Application Plan Check Fee	SR		£125.00	
Full Plans Application Inspection Fee's	SR		£291.00	
Building Notice Application	SR		£396.00	
Regularisation Application No VAT	OS		£408.00	
Electrical Check & Testing			£228.00	
conversions only. Where it is intended to carry out other alterations at the same time as the extension, the charges outlined in Table 3				
TABLE 3 – DOMESTIC ALTERATIONS (ALL FEE'S INCLUSIVE OF VAT UNLESS OTHERWISE STATED)				
Renovation of a thermal element				
Full Plans Application Plan Check fee	SR		£143.00	
Plan Check fee Full Plans Application	SR		£0.00	
Building Notice Application	SR		£142.00	
Regularisation Application No VAT	OS		£160.00	
Replacement of windows, roof lights, roof windows or external glazed doors				
Full Plans Application Plan Check fee	SR		£113.00	
Plan Check fee Full Plans Application	SR		£0.00	
Building Notice Application	SR		£113.00	
Regularisation Application No VAT	OS		£127.00	
Replacement Boiler/New wood burner				
Full Plans Application Plan Check fee	SR		£143.00	
Plan Check fee Full Plans Application	SR		£0.00	
Building Notice Application	SR		£143.00	
Regularisation Application No VAT	OS		£160.00	
Renewable Energy systems/installation of wood burner				
Full Plans Application Plan Check fee	SR		£143.00	
Plan Check fee Full Plans Application	SR		£0.00	
Building Notice Application	SR		£143.00	
Regularisation Application No VAT	OS		£160.00	
Alterations with a cost up to £5,000				
Full Plans Application Plan Check fee	SR		£254.00	
Plan Check fee Full Plans Application	SR		£0.00	
Building Notice Application	SR		£255.00	

Description	VAT code	Discretionary or Statutory	Charge for 2020/21	Proposed Charge for 2021/22
Regularisation Application No VAT	OS		£287.00	
Alterations exceeding £5,000 but not exceeding £10,000				
Full Plans Application Plan Check fee	SR		£188.00	
Plan Check fee Full Plans Application	SR		£198.00	
Building Notice Application	SR		£411.00	
Regularisation Application No VAT	OS		£472.00	
Alterations exceeding £10,000 but not exceeding £20,000				
Full Plans Application Plan Check fee	SR		£188.00	
Plan Check fee Full Plans Application	SR		£325.00	
Building Notice Application	SR		£538.00	
Regularisation Application No VAT	OS		£606.00	
Alterations exceeding £20,000 but not exceeding £50,000				
Full Plans Application Plan Check fee	SR		£188.00	
Plan Check fee Full Plans Application	SR		£411.00	
Building Notice Application	SR		£686.00	
Regularisation Application No VAT	OS		£701.00	
Alterations exceeding £50,000 but not exceeding £100,000				
Full Plans Application Plan Check fee	SR		£188.00	
Plan Check fee Full Plans Application	SR		£532.00	
Building Notice Application	SR		£819.00	
Regularisation Application No VAT	OS		£837.00	
Electrical work up to a value of £10,000				
Full Plans Application Plan Check fee	SR		£238.00	
Plan Check fee Full Plans Application	SR		£0.00	
Building Notice Application	SR		£238.00	
Regularisation Application No VAT	OS		£303.00	
Drainage works with a cost up to £5,000				
Full Plans Application Plan Check fee	SR		£143.00	
Plan Check fee Full Plans Application	SR		£0.00	
Building Notice Application	SR		£142.00	
Regularisation Application No VAT	OS		£160.00	
Electrical Check & Testing			£228.00	
The new Service Lead in Building Control is currently undertaking a full review of charges and will report back his findings in due course, it remains the intention to implement any approved changes by the 1st April 2021				
STREET NAMING & NUMBERING				
Property name additions/amendments/removals	OS	Discretionary	£51.00	£52.00
Naming of new streets	OS	Discretionary	£153.00	£156.00
Numbering of new properties				
1 property	OS	Discretionary	£51.00	£52.00
2 – 5 properties	OS	Discretionary	£76.50	£78.00
6 – 10 properties	OS	Discretionary	£102.00	£104.00
11 – 25 properties	OS	Discretionary	£153.00	£156.00
26 – 50 properties	OS	Discretionary	£255.00	£260.00
51 – 100 properties	OS	Discretionary	£408.00	£416.00
101 + properties	OS	Discretionary	£510.00	£520.00
			Plus £10.50 per property over 101	Plus £10.50 per property over 101

Description	VAT code	Discretionary or Statutory	Charge for 2020/21	Proposed Charge for 2021/22
Division of properties – same as numbering of new properties (and based on number of properties created including the original)	OS	Discretionary	See numbering of new properties	See numbering of new properties
Confirmation of address to solicitors / conveyancers / occupiers or owners	OS	Discretionary	£25.50	£26.00
Renumbering of scheme following development replan (after notification of numbering scheme issued)	OS	Discretionary	£102.00 + £10 per property	£102.00 + £10 per property
Address issued/confirmed when replacement property built (as the original address will have been removed following the demolition as address may be different to original property) reactivation of address	OS	Discretionary	£51.00 per property	£52 per property
1 st set of nameplates erected for each new street if one nameplate required	OS	Discretionary	£229.50	£234.00
1 st set of nameplates erected for each new street if two nameplates required	OS	Discretionary	£331.50	£338.00
For each additional nameplate that is required to be erected at other junctions and entrances onto the new street	OS	Discretionary	£102.00	£104.00
Challenges/requests/revisions to existing street naming and numbering schemes	OS	Discretionary	Price on Application	Price on Application
E-SPACE BUSINESS CENTRES				
Ely – Annual rental charge per square foot (effective for new leases and on renewals)	SR	Discretionary	£30.00	£31.00
Littleport – Annual rental charge per square foot (effective on new leases and on renewals)	SR	Discretionary	£20.00	£20.50
PHOTOCOPYING CHARGES				
Up to 10 A4 pages	SR	Discretionary	No charge	No charge
11 A4 pages and over	SR	Discretionary	£1.10 plus 10p per copy	£1.20 plus 10p per copy
A3 copies (2xA4)	SR	Discretionary	As above plus 20p per copy	As above plus 20p per copy
A2 copies (4xA4)	SR	Discretionary	As above plus 40p per copy	As above plus 40p per copy
A1 copies (8xA4)	SR	Discretionary	As above plus 80p per copy	As above plus 80p per copy
Copy of Building Control Completion Certificate			£10.20	£10.40
<u>ENVIRONMENTAL SERVICES</u>				
Safer Food Better Business Mentoring Scheme	SR	Discretionary	£51.00 per hour	£50 per hour
Re-rating inspection fee for food business	OS	Discretionary	£133.00	£135.00
HYPNOTISM				
Daily permit to stage a show	OS	Discretionary	£93.00	£93.00

Description	VAT code	Discretionary or Statutory	Charge for 2020/21	Proposed Charge for 2021/22
GAMBLING ACT 2005				
Casino Premises Licence - Regional				
Maximum non conversion application fee in respect of provisional statement premises	OS	Statutory	£8,000.00	£8,000.00
Maximum non conversion application fee in respect of other premises	OS	Statutory	£15,000.00	£15,000.00
Annual fee	OS	Statutory	£15,000.00	£15,000.00
Fee for application to vary licence	OS	Statutory	£7,500.00	£7,500.00
Fee for application to transfer licence	OS	Statutory	£6,500.00	£6,500.00
Fee for application for reinstatement of a licence	OS	Statutory	£6,500.00	£6,500.00
Fee for application for provisional statement	OS	Statutory	£15,000.00	£15,000.00
Casino Premises Licence - Large				
Maximum non conversion application fee in respect of provisional statement premises	OS	Statutory	£5,000.00	£5,000.00
Maximum non conversion application fee in respect of other premises	OS	Statutory	£10,000.00	£10,000.00
Annual fee	OS	Statutory	£10,000.00	£10,000.00
Fee for application to vary licence	OS	Statutory	£5,000.00	£5,000.00
Fee for application to transfer licence	OS	Statutory	£2,150.00	£2,150.00
Fee for application for reinstatement of a licence	OS	Statutory	£2,150.00	£2,150.00
Fee for application for provisional statement	OS	Statutory	£10,000.00	£10,000.00
Casino Premises Licence - Small				
Maximum non conversion application fee in respect of provisional statement premises	OS	Statutory	£3,000.00	£3,000.00
Maximum non conversion application fee in respect of other premises	OS	Statutory	£8,000.00	£8,000.00
Annual fee	OS	Statutory	£5,000.00	£5,000.00
Fee for application to vary licence	OS	Statutory	£4,000.00	£4,000.00
Fee for application to transfer licence	OS	Statutory	£1,800.00	£1,800.00
Fee for application for reinstatement of a licence	OS	Statutory	£1,800.00	£1,800.00
Fee for application for provisional statement	OS	Statutory	£8,000.00	£8,000.00
Casino Premises Licence - Converted				
Maximum conversion application fee for non fast track application	OS	Statutory	£2,000.00	£2,000.00
Annual fee	OS	Statutory	£3,000.00	£3,000.00
Fee for application to vary licence	OS	Statutory	£2,000.00	£2,000.00
Fee for application to transfer licence	OS	Statutory	£1,350.00	£1,350.00
Fee for application for reinstatement of a licence	OS	Statutory	£1,350.00	£1,350.00
Bingo Premises Licence				
Maximum conversion application fee for non fast track application	OS	Statutory	£1,750.00	£1,750.00
Maximum non conversion application fee in respect of provisional statement premises	OS	Statutory	£1,200.00	£1,200.00
Maximum non conversion application fee in respect of other premises	OS	Statutory	£3,500.00	£3,500.00
Annual fee	OS	Statutory	£1,000.00	£1,000.00
Fee for application to vary licence	OS	Statutory	£1,750.00	£1,750.00
Fee for application to transfer licence	OS	Statutory	£1,200.00	£1,200.00
Fee for application for reinstatement of a licence	OS	Statutory	£1,200.00	£1,200.00
Fee for application for provisional statement	OS	Statutory	£3,500.00	£3,500.00

Description	VAT code	Discretionary or Statutory	Charge for 2020/21	Proposed Charge for 2021/22
Adult Gaming Premises Licence				
Maximum conversion application fee for non fast track application	OS	Statutory	£1,000.00	£1,000.00
Maximum non conversion application fee in respect of provisional statement premises	OS	Statutory	£1,200.00	£1,200.00
Maximum non conversion application fee in respect of other premises	OS	Statutory	£2,000.00	£2,000.00
Annual fee	OS	Statutory	£1,000.00	£1,000.00
Fee for application to vary licence	OS	Statutory	£1,000.00	£1,000.00
Fee for application to transfer licence	OS	Statutory	£1,200.00	£1,200.00
Fee for application for reinstatement of a licence	OS	Statutory	£1,200.00	£1,200.00
Fee for application for provisional statement	OS	Statutory	£2,000.00	£2,000.00
Betting Premises (Track) Licence				
Maximum conversion application fee for non fast track application	OS	Statutory	£1,250.00	£1,250.00
Maximum non conversion application fee in respect of provisional statement premises	OS	Statutory	£950.00	£950.00
Maximum non conversion application fee in respect of other premises	OS	Statutory	£2,500.00	£2,500.00
Annual fee	OS	Statutory	£1,000.00	£1,000.00
Fee for application to vary licence	OS	Statutory	£1,250.00	£1,250.00
Fee for application to transfer licence	OS	Statutory	£950.00	£950.00
Fee for application for reinstatement of a licence	OS	Statutory	£950.00	£950.00
Fee for application for provisional statement	OS	Statutory	£2,500.00	£2,500.00
Family Entertainment Centre Premises Licence				
Maximum conversion application fee for non fast track application	OS	Statutory	£1,000.00	£1,000.00
Maximum non conversion application fee in respect of provisional statement premises	OS	Statutory	£950.00	£950.00
Maximum non conversion application fee in respect of other premises	OS	Statutory	£2,000.00	£2,000.00
Annual fee	OS	Statutory	£750.00	£750.00
Fee for application to vary licence	OS	Statutory	£1,000.00	£1,000.00
Fee for application to transfer licence	OS	Statutory	£950.00	£950.00
Fee for application for reinstatement of a licence	OS	Statutory	£950.00	£950.00
Fee for application for provisional statement	OS	Statutory	£2,000.00	£2,000.00
Betting Premises (Other) Licence				
Maximum conversion application fee for non fast track application	OS	Statutory	£1,500.00	£1,500.00
Maximum non conversion application fee in respect of provisional statement premises	OS	Statutory	£1,200.00	£1,200.00
Maximum non conversion application fee in respect of other premises	OS	Statutory	£3,000.00	£3,000.00
Annual fee	OS	Statutory	£600.00	£600.00
Fee for application to vary licence	OS	Statutory	£1,500.00	£1,500.00
Fee for application to transfer licence	OS	Statutory	£1,200.00	£1,200.00
Fee for application for reinstatement of a licence	OS	Statutory	£1,200.00	£1,200.00
Fee for application for provisional statement	OS	Statutory	£3,000.00	£3,000.00
Temporary Use Notices				
Temporary Use Notice fee	OS	Statutory	£500.00	£500.00
Replacement of an endorsed copy	OS	Statutory	£25.00	£25.00

Description	VAT code	Discretionary or Statutory	Charge for 2020/21	Proposed Charge for 2021/22
All premises licences				
Change of circumstances fee	OS	Statutory	£50.00	£50.00
Fee for a copy licence	OS	Statutory	£25.00	£25.00
GAMBLING ACT 2005 PERMITS				
Family Entertainment Centre Gaming Machine Permit				
Application fee	OS	Statutory	£300.00	£300.00
Renewal	OS	Statutory	£300.00	£300.00
Change of name	OS	Statutory	£25.00	£25.00
Copy of permit	OS	Statutory	£15.00	£15.00
Club Gaming Permits				
Application fee - holder of club premises certificate or holder of existing Pt 2 or 3 registration under Gaming Act 1968	OS	Statutory	£100.00	£100.00
Application fee – non club premises certificate holder	OS	Statutory	£200.00	£200.00
Renewal after 10 years	OS	Statutory	£200.00	£200.00
Copy of permit	OS	Statutory	£15.00	£15.00
Variation	OS	Statutory	£100.00	£100.00
Club Machine Permits				
Application fee - holder of club premises certificate or holder of existing Pt 2 or 3 registration under Gaming Act 1968	OS	Statutory	£100.00	£100.00
Application fee – non club premises certificate holder	OS	Statutory	£200.00	£200.00
Renewal after 10 years	OS	Statutory	£200.00	£200.00
Copy of permit	OS	Statutory	£15.00	£15.00
Variation	OS	Statutory	£100.00	£100.00
Alcohol Licensed Premises – 2 or less machines				
Notification fee	OS	Statutory	£50.00	£50.00
Alcohol Licensed Premises – more than 2 machines				
Application fee	OS	Statutory	£150.00	£150.00
Annual fee	OS	Statutory	£50.00	£50.00
Change of name	OS	Statutory	£25.00	£25.00
Copy of permit	OS	Statutory	£15.00	£15.00
Variation	OS	Statutory	£100.00	£100.00
Transfer	OS	Statutory	£25.00	£25.00
Prize Gaming Permits (pubs)				
Application fee	OS	Statutory	£300.00	£300.00
Renewal	OS	Statutory	£300.00	£300.00
Change of name	OS	Statutory	£25.00	£25.00
Copy of permit	OS	Statutory	£15.00	£15.00
Registration Of Small Society Lotteries				
Lottery registration	OS	Statutory	£40.00	£40.00
Lottery renewals	OS	Statutory	£20.00	£20.00

Description	VAT code	Discretionary or Statutory	Charge for 2020/21	Proposed Charge for 2021/22
HACKNEY CARRIAGE AND PRIVATE HIRE FEES				
New Driver Licence Application for 12 months				
Joint Hackney Carriage <u>and</u> Private Hire (incl. 1st knowledge test)	OS	Discretionary	£217.00	£217.00
Knowledge Test Re-sit	OS	Discretionary	£20.00	£20.00
Renewal of Driver Licence Application for 12 months				
Joint Hackney Carriage <u>and</u> Private Hire	OS	Discretionary	£175.00	£175.00
New Driver Licence Application for 36 months				
Joint Hackney Carriage <u>and</u> Private Hire (incl. 1st knowledge test)	OS	Discretionary	£567.00	£567.00
Renewal of Driver Licence Application for 36 months				
Joint Hackney Carriage <u>and</u> Private Hire	OS	Discretionary	£570.00	£570.00
General driver fees				
Three yearly Criminal Records Bureau disclosure		Discretionary	£49.00	£49.00
DVLA check		Discretionary	£5.00	£5.00
New Vehicle (Plate) Licence Application				
Private Hire Vehicle Licence – 1 year	OS	Discretionary	£250.00	£250.00
Hackney Carriage Vehicle Licence – 1 year	OS	Discretionary	£250.00	£250.00
Renewal Vehicle (Plate) Licence Application				
Private Hire Vehicle Licence – 1 year	OS	Discretionary	£250.00	£250.00
Hackney Carriage Vehicle Licence – 1 year	OS	Discretionary	£250.00	£250.00
Transfer of Vehicle Plate/licence				
Private Hire	OS	Discretionary	£35.00	£35.00
Hackney Carriage	OS	Discretionary	£25.00	£25.00
Variation of Vehicle Plate/licence				
Private Hire	OS	Discretionary	£35.00	£35.00
Hackney Carriage	OS	Discretionary	£25.00	£25.00
Private Hire Operator's Licence				
New & Renewal - 1 year - Single vehicle	OS	Discretionary	£126.00	£126.00
New & Renewal - 1 year - 2 to 5 vehicles	OS	Discretionary	£156.00	£156.00
New & Renewal - 1 year - 6 to 10 vehicles	OS	Discretionary	£186.00	£186.00
New & Renewal - 1 year - 11 + vehicles	OS	Discretionary	£216.00	£216.00
New & Renewal - 5 year - Single vehicle	OS	Discretionary	£627.00	£627.00
New & Renewal - 5 year - 2 to 5 vehicles	OS	Discretionary	£737.00	£737.00
New & Renewal - 5 year - 6 to 10 vehicles	OS	Discretionary	£847.00	£847.00
New & Renewal - 5 year - 11 + vehicles	OS	Discretionary	£957.00	£957.00
Replacement Items (charge applicable per licence)				
Joint P/H & H/C Licence	OS	Discretionary	£10.50	£10.50
P/H or H/C Vehicle Licence	OS	Discretionary	£10.50	£10.50
Private Hire Operator Licence	OS	Discretionary	£10.50	£10.50
Joint P/H and H/C Driver Badge/ID	OS	Discretionary	£10.50	£10.50
P/H or H/C Vehicle Plate	OS	Discretionary	£20.00	£20.00
Joint P/H and H/C Driver change of address	OS	Discretionary	£10.50	£10.50
P/H and H/C Vehicle change of address	OS	Discretionary	£10.50	£10.50
Theft, loss etc of a licence	OS	Discretionary	£10.50	£10.50
Replacement door sticker	OS	Discretionary	£6.00	£6.00
DBS update service check	OS	Discretionary	£5.00	£5.00
Knowledge test re-sit fee	OS	Discretionary	£20.00	£20.00
DBS enhanced check (where no DBS update service option available)	OS	Discretionary	£49.00	£49.00

Description	VAT code	Discretionary or Statutory	Charge for 2020/21	Proposed Charge for 2021/22
DVLA licence check	OS	Discretionary	£5.00	£5.00
PARK HOMES / CARAVAN SITES / MOBILE HOMES				
Costs of New Applications				
1-5 pitches	OS	Discretionary	£212.00	£216.00
6-10 pitches	OS	Discretionary	£232.00	£237.00
11-20 pitches	OS	Discretionary	£232.00	£237.00
21-50 pitches	OS	Discretionary	£251.00	£256.00
51-100 pitches	OS	Discretionary	£270.50	£276.00
Greater than 100 pitches	OS	Discretionary	£270.50	£276.00
Annual Inspection Fees				
1-5 pitches	OS	Discretionary	Nil	Nil
6-10 pitches	OS	Discretionary	£229.50	£234.00
11-20 pitches	OS	Discretionary	£229.50	£234.00
21-50 pitches	OS	Discretionary	£229.50	£234.00
51-100 pitches	OS	Discretionary	£268.50	£274.00
Greater than 100 pitches	OS	Discretionary	£268.50	£274.00
Cost of Laying Site Rules	OS	Discretionary	£28.00	£28.50
Cost of Variation / Transfer	OS	Discretionary	£102.00	£104.00
ZOO LICENCE				
New establishment (excl. VET fees)	OS	Discretionary	£2,415.00	£2,415.00
Renewal (excl. VET fees)	OS	Discretionary	£2,070.00	£2,070.00
Theft, loss etc of a licence	OS	Discretionary	£10.50	£10.50
Change of name on licence	OS	Discretionary	£10.50	£10.50
Change of licence details	OS	Discretionary	£10.50	£10.50
ANIMAL WELFARE LICENCE				
Animal Welfare Licence - New and renewal applications	OS	Discretionary	£290.00 - £2,490	£290.00 - £2,490
Re-rating inspection fee	OS	Discretionary	£72.00 - £168.00	£72.00 - £168.00
Variation requiring inspection	OS	Discretionary	£72.00 - £168.00	£72.00 - £168.00
Copy licence, change of details not requiring inspection	OS	Discretionary	£10.50	£10.50
DANGEROUS WILD ANIMALS (2 YR LICENCE)				
New establishment (excl. VET fees)	OS	Discretionary	£648.00	£648.00
Renewal applications (excl. VET fees)	OS	Discretionary	£648.00	£648.00
Theft, loss etc of a licence	OS	Discretionary	£10.50	£10.50
Change of name on licence	OS	Discretionary	£10.50	£10.50
Change of licence details	OS	Discretionary	£10.50	£10.50
STRAY DOGS				
Stray Dog Collection - per dog	OS	Statutory	£25.00	£25.00
Kennelling Charge per night/or few hours	OS	Discretionary	£16.20	£16.50
Stray dog collection (anytime)	OS	Discretionary	£50.00	£51.00
Transfer to Woodgreen	OS	Discretionary	£40.00	£41.00
Admin Fee	OS	Discretionary	£10.00	£10.20
PRIVATE WATER SUPPLY SAMPLING				
Risk Assessment (each assessment) - officer hourly rate x time taken up to a maximum fee	OS	Discretionary	Max £500.00	Max £500.00
Sampling (each visit) - officer hourly rate x time taken up to a maximum fee	OS	Discretionary	Max £100.00	Max £100.00

Description	VAT code	Discretionary or Statutory	Charge for 2020/21	Proposed Charge for 2021/22
Investigation (each investigation) - officer hourly rate x time taken up to a maximum fee	OS	Discretionary	Max £100.00	Max £100.00
Granting an authorisation (each authorisation) - officer hourly rate x time taken up to a maximum fee	OS	Discretionary	Max £100.00	Max £100.00
Analysing a sample				
Taken under Regulation 10 - officer hourly rate x time taken up to a maximum fee	OS	Discretionary	Max £25.00	Max £25.00
Taken during check monitoring - officer hourly rate x time taken up to a maximum fee	OS	Discretionary	Max £100.00	Max £100.00
Taken during audit monitoring - officer hourly rate x time taken up to a maximum fee	OS	Discretionary	Max £500.00	Max £500.00
IMMIGRATION HOUSING INSPECTIONS				
Production of housing condition reports	OS	Discretionary	£105.00	£110.00
LICENSING OF HOUSES IN MULTIPLE OCCUPATION				
Mandatory licence for 5 years	OS	Discretionary	£310.00	£320.00
SKIN PIERCING (ACUPUNCTURE, TATTOOING, PERMANENT AND SEMI PERMANENT SKIN COLOURING)				
Premises	OS	Discretionary	£186.00	£190.00
Per Individual	OS	Discretionary	£186.00	£190.00
Amendment of Export health or skin piercing certificate	OS	Discretionary	£10.50	£10.50
SEX ESTABLISHMENTS				
Application	OS	Discretionary	£3,761.00	£3,761.00
Renewal	OS	Discretionary	£1,880.50	£1,880.50
Variation	OS	Discretionary	£1,880.50	£1,880.50
Transfer	OS	Discretionary	£1,880.50	£1,880.50
Theft, loss etc of a licence	OS	Discretionary	£10.50	£10.50
TRAVELLER SITE RENTS				
Burwell – Site Rent per week	EX	Discretionary	N/A	N/A
Burwell – Water & Waste Charge per week	EX	Discretionary	N/A	N/A
Earith Bridge – Site Rent per week	EX	Discretionary	£85.00	£85.00
Earith Bridge – Water & Waste Charge per week	EX	Discretionary	£10.00	£10.00
Wentworth – Site Rent per week	EX	Discretionary	£85.00	£85.00
Wentworth – Water & Waste Charge per week	EX	Discretionary	£10.00	£10.00
STREET TRADING				
Street Trading - Consent - Annual	OS	Discretionary	£520.00 - £1,040.00	£520.00 - £1,040.00
Street Trading – Consent - Daily Permit	OS	Discretionary	£15.00 - £30.00	£15.00 - £30.00
Street Trading - Consent - Transfer	OS	Discretionary	£48.00	£48.00
Street Trading Consent - Event	OS	Discretionary	£20.00 - £500.00	£20.00 - £500.00
THE POLLUTION PREVENTION & CONTROL ACT 1990 ENVIRONMENTAL PERMITTING REGULATIONS 2010				
See link for nationally set figures Environment Permitting Regulations		Statutory		

Description	VAT code	Discretionary or Statutory	Charge for 2020/21	Proposed Charge for 2021/22
LICENSING ACT 2003				
Personal Licence				
Application for a grant of a personal licence	OS	Statutory	£37.00	£37.00
Theft, loss etc of a personal licence	OS	Statutory	£10.50	£10.50
Temporary Event Notices				
Temporary & Late Temporary Event Notices	OS	Statutory	£21.00	£21.00
Theft, loss etc of Temporary Event Notice	OS	Statutory	£10.50	£10.50
Premises Licence				
Application for transfer of a premises licence	OS	Statutory	£23.00	£23.00
Theft, loss etc of premises licence	OS	Statutory	£10.50	£10.50
Loss of premises summary	OS	Statutory	£10.50	£10.50
Application to vary licence to specify individual as designated premises supervisor (DPS)	OS	Statutory	£23.00	£23.00
Application to dis-apply designated premises supervisor (DPS) on community premises	OS	Statutory	£23.00	£23.00
Club Premises				
Change of relevant registered address of club	OS	Statutory	£10.50	£10.50
Notification of change of name or alteration of club rules	OS	Statutory	£10.50	£10.50
Theft, loss etc of club certificate	OS	Statutory	£10.50	£10.50
General				
Minor variation to a premises licence or club premises certificate	OS	Statutory	£89.00	£89.00
Notification of change of name or address	OS	Statutory	£10.50	£10.50
Duty to notify change of name or address	OS	Statutory	£10.50	£10.50
Application fee for a provisional statement where premises being built	OS	Statutory	£315.00	£315.00
Interim authority notice following death etc of licence holder	OS	Statutory	£23.00	£23.00
Right of freeholder etc to be notified of licensing matters	OS	Statutory	£21.00	£21.00
New Premises Licence Applications And Variations For Premises And Club Premises Licences				
Band A	OS	Statutory	£100.00	£100.00
Band B	OS	Statutory	£190.00	£190.00
Band C	OS	Statutory	£315.00	£315.00
Band D	OS	Statutory	£450.00	£450.00
Band D when primary business Alcohol Sales x 2	OS	Statutory	£900.00	£900.00
Band E	OS	Statutory	£635.00	£635.00
Band E when primary business Alcohol Sales x 3	OS	Statutory	£1,905.00	£1,905.00
Premises Annual Renewal				
Band A	OS	Statutory	£70.00	£70.00
Band B	OS	Statutory	£180.00	£180.00
Band C	OS	Statutory	£295.00	£295.00
Band D	OS	Statutory	£320.00	£320.00
Band D when primary business Alcohol Sales x 2	OS	Statutory	£640.00	£640.00
Band E	OS	Statutory	£350.00	£350.00
Band E when primary business Alcohol Sales x 3	OS	Statutory	£1,050.00	£1,050.00

Description	VAT code	Discretionary or Statutory	Charge for 2020/21	Proposed Charge for 2021/22
Additional Fees For Large Venues And Events				
Number in attendance at any one time				
5,000 – 9,999	OS	Statutory	£1,000.00	£1,000.00
10,000 – 14,999	OS	Statutory	£2,000.00	£2,000.00
15,000 – 19,999	OS	Statutory	£4,000.00	£4,000.00
20,000 – 29,999	OS	Statutory	£8,000.00	£8,000.00
30,000 – 39,999	OS	Statutory	£16,000.00	£16,000.00
40,000 – 49,999	OS	Statutory	£24,000.00	£24,000.00
50,000 – 59,999	OS	Statutory	£32,000.00	£32,000.00
60,000 – 69,999	OS	Statutory	£40,000.00	£40,000.00
70,000 – 79,999	OS	Statutory	£48,000.00	£48,000.00
80,000 – 89,999	OS	Statutory	£56,000.00	£56,000.00
90,000 and over	OS	Statutory	£64,000.00	£64,000.00
SCRAP METAL DEALER LICENCE				
Initial Site Licence Fee	OS	Discretionary	£732.00	£732.00
Site Licence Renewal	OS	Discretionary	£600.00	£600.00
Initial Collectors Licence Fee	OS	Discretionary	£560.00	£560.00
Collectors Licence renewal.	OS	Discretionary	£450.00	£450.00
Variation for both licences.	OS	Discretionary	£120.00	£120.00
Theft, loss etc of a licence	OS	Discretionary	£10.50	£10.50
WASTE				
Bulky Waste				
Up to three household items	OS	Discretionary	£25.50	£26.00
Fridge or freezer	OS	Discretionary	£25.50	£26.00
Initial cost of bins for new residential properties (this is for each bin provided)	OS	Discretionary	£25.50	£26.00
Annual Garden Waste Wheeled Bin Licence - this is for an additional bin	OS	Discretionary	£49.00	£50.00
Delivery and Administration Charge for additional blue bin (one off charge)	SR	Discretionary	£25.50	£26.00
Fly Tipping Fee	OS	Statutory	£400.00	£400.00
ENVIRONMENTAL PROTECTION ACT PERMIT				
EXPORT CERTIFICATE OF HEALTH				
Amendment of Export Heath Certificate	OS	Discretionary	£97.00	£100.00
		Discretionary	£10.00	£10.00
<u>FACILITIES MANAGEMENT</u>				
GARAGE RENTS – ST JOHNS ROAD, ELY				
Monthly charge	SR	Discretionary	29.76 (Including VAT)	29.76 (Including VAT) plus RPI as at 1.1.21

Description	VAT code	Discretionary or Statutory	Charge for 2020/21	Proposed Charge for 2021/22
<u>LEGAL SERVICES</u>				
LLC1 ONLY	OS	Discretionary	£21.95	£22.40
CON29(R) ONLY	SR	Discretionary	£130.50	£133.10
STANDARD SEARCH - LLC1 AND CON29(R)	SR/OS	Discretionary	£152.50	£155.50
CON29 OPTIONAL ENQUIRIES				
Q4 Road proposal by private bodies	SR	Discretionary	£10.50	£10.70
Q5. Advertisements	SR	Discretionary	£10.50	£10.70
Q6 Completion Notices	SR	Discretionary	£13.70	£14.00
Q7 Parks and Countryside	SR	Discretionary	£10.50	£10.70
Q8 Pipelines	SR	Discretionary	£3.50	£3.60
Q9 Houses in Multiple Occupation	SR	Discretionary	£3.50	£3.60
Q10 Noise Abatement	SR	Discretionary	£3.00	£3.10
Q11 Urban Development Areas	SR	Discretionary	£10.50	£10.70
Q12 Enterprise Zones, Local Development Orders and BIDS	SR	Discretionary	£3.50	£3.60
Q13 Inner Urban Improvement Areas	SR	Discretionary	£3.50	£3.60
Q14 Simplified Planning Zones	SR	Discretionary	£10.50	£10.70
Q15 Land Maintenance Notices	SR	Discretionary	£10.50	£10.70
Q16 Mineral Consultation and Safeguarding Areas	SR	Discretionary	£5.00	£5.10
Q17 Hazardous Substance Consents	SR	Discretionary	£10.50	£10.70
Q18 Environmental and Pollution Notices	SR	Discretionary	£3.50	£3.60
Q19 Food Safety Notices	SR	Discretionary	£7.90	£8.10
Q20 Hedgerow Notices	SR	Discretionary	£3.50	£3.60
Q21 Flood Defence and Land Drainage Consents	SR	Discretionary	£5.20	£5.30
Q22 Common Land and Town or Village Green	SR	Discretionary	£10.20	£10.50
CON29 ENQUIRIES				
1.1a-i Planning and Building Decisions and Pending			Total £9.70	Total £9.90
1.1 j-l Planning and Building Decisions and Pending			Total £4.0	Total £4.10
1.2 Planning designations and proposals			Total £0.90	Total £0.95
2.1 to 2.5 Roadways and footpaths			HIGHWAYS	HIGHWAYS
3.1 Other Matters - Is the property included in land required for public purposes	SR	Discretionary	Total £3.80	Total £3.90
3.2 Other Matters - Is the property included in land required for road works	SR	Discretionary	HIGHWAYS	HIGHWAYS
3.3 Drainage Matters			Total £2.80	Total £2.90
3.4 Nearby Road Schemes			HIGHWAYS	HIGHWAYS
3.5 Nearby Railway Schemes			HIGHWAYS	HIGHWAYS
3.6 Traffic Schemes			HIGHWAYS	HIGHWAYS
3.7 Outstanding Notices (a) (b) (c) (d) & (f) only			Total £6.30	Total £6.40
3.8 Contravention of Building Regulations			Total £2.60	Total £2.70
3.9 Notices, Orders, Direction and Proceedings under			Total £4.70	Total £4.80
3.10 Community Infrastructure Levy (CIL)			Total £7.80	Total £7.90
3.11 Conservation Area			Total £4.0	Total £4.10
3.12 Compulsory Purchase			Total £4.0	Total £4.10
3.13 Contaminated Land			Total £0.90	Total £0.95
3.14 Radon Gas			Total £1.80	Total £1.90
3.15 Assets of Community Value			Total £5.20	Total £5.30

Description	VAT code	Discretionary or Statutory	Charge for 2020/21	Proposed Charge for 2021/22
REGISTER OF ELECTORS				
Sale of Copies of Register of Electors				
Data Form per 1000 electors or part of	OS	Statutory	£21.00, plus £1.50	£20.00 plus £1.50
Printed Form per 1000 electors or part of	OS	Statutory	£10.50, plus £5.00	£10.00 plus £5.00
List of Overseas Electors				
Data Form per 1000 electors or part of	OS	Statutory	£21.00 plus £1.50	£20.00 plus £1.50
Printed Form per 1000 electors or part of	OS	Statutory	£10.50 plus £5.00	£10.00 plus £5.00
LEGAL WORK				
Section 106 Agreements & Variations				
Hourly rates ***				
Legal Services Manager/Planning Solicitor	OS	Discretionary	£155.00	£158.00
Legal Assistant	OS	Discretionary	£125.00	£128.00
Senior Legal Assistant	OS	Discretionary	£135.00	£138.00
Land Charges Officer & Paralegal/Paralegal	OS	Discretionary	£51.00	£52.00
Information Officer	OS	Discretionary	£56.00	£57.00
Simple S106 - Standard Charge	OS	Discretionary	£1,100.00	£1,122.00
Easements (e.g. Car parking verges etc)				
Simple	OS	Discretionary	£690.00	£710.00
Complex	OS	Discretionary	See hourly rates above***	See hourly rates above***
Conveyancing (e.g. POS, small parcels of land, small leases & Licences, etc)				
Simple	OS	Discretionary	£690.00	£710.00
Complex	OS	Discretionary	See hourly rates above***	See hourly rates above***
Release of restrictive covenant				
Simple	OS	Discretionary	£690.00	£710.00
Complex	OS	Discretionary	See hourly rates above***	See hourly rates above***
Miscellaneous Deeds				
Simple	OS	Discretionary	£690.00	£710.00
Complex	OS	Discretionary	See hourly rates above***	See hourly rates above***
Prosecutions				
Car Parking	OS	Discretionary	£102 plus Legal Officer presentation time at court and disbursements – i.e. if have to travel to Court	£105 plus Legal Officer presentation time at court and disbursements – i.e. if have to travel to Court
Licence - Garage at St John's Road	OS	Discretionary	£113.00	£115.00
All prosecutions			See hourly rates above***	See hourly rates above***
Miscellaneous removal of charge from property	OS	Discretionary	£113.00	£115.00
Mortgages				
Redemptions	OS	Discretionary	£225.00	£230.00
Civil Cases	OS	Discretionary	See hourly rates above***	See hourly rates above***

Capital Programme 2020/21 to 2024/25

CAPITAL BUDGET	Projected Spend 2020/21	Proposed Budget 2021/22	Proposed Budget 2022/23	Proposed Budget 2023/24	Proposed Budget 2024/25
	£	£	£	£	£
Operational Services					
Refuse Vehicles	32,077	2,000,000			
Depot		845,950			
Waste Bins	40,000	40,000	40,000	40,000	40,000
Conservation Area Schemes - 2nd round	27,506				
Mandatory Disabled Facilities Grants (DFG)	873,610	697,299	697,299	697,299	697,299
Empty Properties, Discretionary DFGs, Minor Works, Home Repair Asst.	75,000	75,000	75,000	75,000	75,000
Vehicle Etc. Replacements	118,187	29,000	29,000	29,000	29,000
Operational Services Total	1,166,380	3,687,249	841,299	841,299	841,299
Finance and Assets					
Intranet / HR / Payroll System Improvements	15,980				
Riverside Moorings	289,500				
A14 Contribution		40,000	40,000	40,000	40,000
Extension to Ely Country Park	163,200				
East Cambs Trading Company - Loans	7,080,000	100,000			
Finance and Assets Total	7,548,680	140,000	40,000	40,000	40,000
Capital Programme Total	8,715,060	3,827,249	881,299	881,299	881,299

Refuse Vehicles

The Council purchases and then hires to East Cambs Street Scene refuse vehicles to be used to undertake the refuse contract for the Council. A large number of vehicles will need to be purchased in 2021/22 when the vehicles purchased with the Weekly Collection Grant reach the end of their economic life. It had previously been planned to purchase these vehicles in 2020/21, but Government are currently developing their Waste strategy, so purchases have been delayed to ensure that the vehicles purchased address the needs placed upon the Council by this revised strategy.

Depot

The depot, including the drainage on the site, will be improved to provide staff with a safe environment.

Waste Bins

As the number of residential properties within the District increase, the Council is required to purchase additional wheeled bins for these.

Conservation Area Schemes

This scheme is for the Steeple Row enhancement, led by Ely Perspective for public realm improvements in the Steeple Row area. The remaining balance is required to provide partnership funding towards a larger Heritage Lottery Scheme currently being worked on by Ely Cathedral for enhancements to the entire cathedral precinct.

Mandatory Disabled Facilities Grants

These grants are provided to enable disabled people, including children, to remain in their own home. Due to an ageing population, the demand for this type of grant is likely to increase and capital funding will need to continue to enable the Council to meet this statutory function. Part grant funded from the Better Care Fund. The projected spend in 2020-21 includes an underspend from 2019-20 where work was committed, but not undertaken in year.

Empty Properties, Discretionary DFGs, Minor Works & Home Repair Asst.

Grant provided to owner occupiers on an income related benefit to carry out essential repairs and energy efficiency work to their homes, to ensure that they meet the decent homes standard. This grant takes two forms, one, a small non-repayable grant and the other, where more extensive works are needed, a repayable loan.

Vehicle Replacements

Vehicle replacement mostly for the Parks and Gardens Team. This is funded from CIL contributions.

Intranet / HR / Payroll System Improvements

Procurement and up-grade of a new HR and Finance systems and refreshing the intranet.

Riverside Moorings

Purchase of Riverside Moorings from the Environment Agency

A14 Contributions

When the A14 Improvement project was originally planned, it was agreed that all councils in Cambridgeshire would contribute to the overall costs of the work. This budget reflects East Cambs element of this, which will be funded from CIL contributions.

Extension to Country Park

Purchase of land from the Environment Agency

East Cambs Trading Company - Loan

Loan funding to East Cambs Trading Company(ECTC). ECTC is wholly owned by the Council, and operates as a commercial enterprise, providing more opportunities to compete for contracts. Profits generated will be either returned to the Council, the sole shareholder as dividends, or ploughed back into the company to improve services. This loan is to provide working capital to the Company, as it develops residential housing at sites in Haddenham and the former Military of Defence site in Ely, the Company is expected to repay this loan in full in (or before) 2023.

SOURCES OF FINANCING	Projected 2020/21 £	Budget 2021/22 £	Budget 2022/23 £	Budget 2023/24 £	Budget 2024/25 £
Operational Services					
Revenue Contribution	89,187				
Grants (Disability Facilities Grant)	608,471	526,577	526,577	526,577	526,577
Capital Reserves	340,139	265,722	265,722	265,722	265,722
Section 106 / CIL	871,506	49,000	49,000	49,000	49,000
Borrowing	(742,923)	2,845,950			
Operational Services Total	1,166,380	3,687,249	841,299	841,299	841,299
Finance and Assets					
Capital Reserves	305,480				
Section 106 / CIL	163,200	40,000	40,000	40,000	40,000
Borrowing Company	7,080,000	100,000			
Finance and Assets Total	7,548,680	140,000	40,000	40,000	40,000
Capital Funding Total	8,715,060	3,827,249	881,299	881,299	881,299

Capital Reserves Forecast	2020/21 £	2021/22 £	2022/23 £	2023/24 £	2024/25 £
Balance Brought Forward	1,384,924	839,305	623,583	407,861	192,139
Add receipts from Sales of Assets	100,000	50,000	50,000	50,000	50,000
Less Capital Receipts Applied	(645,619)	(265,722)	(265,722)	(265,722)	(265,722)
Capital Reserves Carried Forward	839,305	623,583	407,861	192,139	(23,583)

Borrowing Forecast	2020/21 £	2021/22 £	2022/23 £	2023/24 £	2024/25 £
Balance Brought Forward	11,760,858	11,178,003	13,731,457	9,012,900	7,534,343
Add Borrowing in Year	6,337,077	2,945,950	0	0	0
Repayment from ECTC	(6,500,000)	0	(4,070,000)	(830,000)	0
Less Minimum Revenue Provision (MRP)	(419,932)	(392,496)	(648,557)	(648,557)	(648,557)
Total Borrowing Carried Forward	11,178,003	13,731,457	9,012,900	7,534,343	6,885,786
Internal Borrowing	11,178,003	13,731,457	9,012,900	7,534,343	6,885,786
External Borrowing	0	0	0	0	0