



East Cambridgeshire
District Council

BUDGET 2024 to 2025 as approved



FORWARD

1.0 INTRODUCTION

- 1.1 This budget book sets out the Council's revenue budget, capital strategy, and the required level of Council Tax in 2024/25. The report assesses the robustness of the budgets, the adequacy of reserves and updates the Council's Medium Term Financial Strategy (MTFS).

2.0 APPROVAL

- 2.1 At the Full Council meeting on the 20th February 2024 the Council approved:

- i) The formal Council Tax Resolution which calculates the Council Tax requirement as set out in Appendix 1
- ii) The revenue budget for 2024/25 and MTFS for 2025/26 to 2027/28 as set out in Appendices 2(a) and 2(b)
- iii) A Council Tax freeze in 2024/25
- iv) The Statement of Reserves as set out in Appendix 3
- v) The Capital Strategy and financing as set out in Appendix 4
- vi) The 2024/25 Fees and Charges as set out in Appendix 5
- vii) The extension of the Retail, Hospitality and Leisure 75% Business Rate relief (and potentially other reliefs) (which will be fully funded by the Government through Section 31) as detailed in Sections 6.6 to 6.8 of this report.

3.0 BACKGROUND / OPTIONS

- 3.1 At the Full Council meeting on 21st February 2023, members approved a net budget for 2023/24 of £10,399,934 and a frozen Council Tax. The budget had a planned draw of £1,975,579 from the Surplus Savings Reserve. The Medium Term Financial Strategy at that time showed a balanced budget in 2024/25 (using further resources from the Surplus Savings Reserve and an increase in Council Tax of £5), but with significant budget deficits in 2025/26 and 2026/27.
- 3.2 The outturn position for 2022/23 was initially reported to the Finance and Assets Committee on the 3rd July 2023 with then an update provided as part of the MTFS report on the 28th September 2023. This showed that due to the actions taken by management to reduce the Council's cost base prior to and during 2022/23 and the prudent forecast of Business Rates receipts, the Council underspent in 2022/23 by £1,645,109. This was transferred into the Surplus Savings Reserve.
- 3.3 Management has continued to look for opportunities to reduce the Council's cost base during the current financial year. This work has led to further one-off and ongoing savings being made, which both contribute to the projected outturn for this financial year and also provide savings throughout the term of the MTFS. Although in year, these have been matched to some degree by inflationary increases in excess of those expected when the budget was built, the current year-end forecast for 2023/24, as presented to Finance and Assets Committee on the 25th January 2024, is an underspend of £852,000. This too will be transferred

to the Surplus Savings Reserve at year-end and has been reflected in the figures in this report.

4.0 LOCAL GOVERNMENT FINANCE – POLICY STATEMENT

4.1 The Local Government Finance Policy Statement was announced on the 5th December 2023. This was the second such Policy Statement, repeating a practice started in 2022.

4.2 Local Government has, for a number of years, been expecting a major change in the way it is funded by Government. This change includes two elements:

- Local Government Fair Funding Review, a review of the relative needs of all local authorities to determine how much of the funding allocated to local government by Government should be allocated to each individual authority.
- At the same time as the Fair Funding Review, a Business Rates base line reset is expected. This would result in all the growth in Business Rates in the District since the last Review (2013) (which we retain 40% of) being put back into the overall pot to be allocated out as part of the Review. This is expected to result in this Council retaining significantly less in Business Rates, as we will lose the benefit of the growth which has taken place.

4.3 The Policy Statement makes it clear that no funding reforms or changes in funding distribution will be implemented until at the earliest 2025/26. With 2024/25, to the most part, being a rollover settlement. [It should be noted that the MTFs assumes that the changes will not happen until 2026/27, as with a General Election to happen in 2024, the view is that there will not be enough time for the new Government to implement any change for 2025/26.]

4.4 The Policy Statement also made provision for shire districts to increase Council Tax by 2.99% or £5, whichever is the greater, in 2024/25 without the need for a referendum.

4.5 The Business Rate multipliers were also announced in the Policy Statement. The Non-Domestic Rating Act 2023 provided ministers with the power to set the small and standard business rate multipliers separately from one another. Until 2023/24, these two multipliers had to be increased (or frozen) by the same percentage, but the Chancellor has decided to use this new power in 2024/25. The small business rate multiplier will be frozen; it will remain at 49.9p. The standard multiplier (payable by businesses with premises valued at more than £51,000) will increase from 51.2p to 54.6p. Compensation in the form of the Section 31 grant, will be provided to councils for the frozen small business multiplier.

5.0 LOCAL GOVERNMENT FINANCE SETTLEMENT

5.1 The Provisional Local Government Finance Settlement was announced on the 18th December 2023, with the Final Settlement being announced on the 5th February .

5.2 The Council's Revenue Support Grant was increased by inflation; in 2023/24 we received £102,089, this increasing to £108,851 for 2024/25.

- 5.3 The Settlement extended the New Homes Bonus grant for a further year, with amounts earned for year fourteen of the scheme, between October 2022 and October 2023, attracting one year's worth of reward in 2024/25, with no legacy payments in future years. This was the same approach as in 2023/24. Due to the continued high level of house building in the District in the past year, our New Homes Bonus grant for 2024/25 will be £1,069,518, which is an increase on the £837,838 received in 2023/24. Government continues to undertake a consultation on the future of New Homes Bonus, so this grant is not confirmed for 2025/26, but a similar value has been built into the Council's budget for that year, as it is thought that Government will continue to provide some incentive for housing growth, and it is considered highly unlikely that it would be removed without some replacement to ensure that overall grant levels remain reasonably consistent.
- 5.4 The Settlement also included details of other grants, including the Rural Services Delivery grant, an allocation to the most rural authorities, which will be £219,465 in 2024/25 (this is an increase of £29,927 when compared to the amount received in 2023/24). This was increased as part of the Final Settlement, the Provisional Settlement had this grant at the same cash amount as 2024/25.
- 5.5 Government also announced the extension of the Services Grant, first awarded in 2022/23. East Cambridgeshire's allocation in 2023/24 was £99,740, reducing to £17,218 in 2024/25.
- 5.6 The Settlement also continued Government's use of a Funding Guarantee Grant to ensure that every authority has an increase in Core Spending Power of at least 4% before any local decision on Council Tax. A 3% guarantee was included in the Provisional Settlement, but this was increased to 4% in the Final Settlement. The 4% Funding Guarantee will be worth £256,020 to East Cambridgeshire in 2024/25, this is a reduction on the £353,678 received in 2023/24. This is a consequence of the increase in New Homes Bonus, which has the effect of requiring less funding from this pot, to reach the 4% target.
- 5.7 The Settlement further identified the local authorities who will have a Business Rates Pool during 2024/25, Cambridgeshire was amongst those councils (see paragraph 6.4).
- 5.8 The Final Settlement also made reference to £3 million of grant nationally to support councils worst impacted by increases in Internal Drainage Board Levies. The final allocation of this grant to be announced in the coming months. In 2023/24 East Cambridgeshire benefited by £104,160, so it is hoped that we will also benefit in 2024/25, but as this is not guaranteed, no grant income is included in the Budget.

6.0 BUSINESS RATES

- 6.1 The NNDR 1 return for 2023/24 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 the risk that appeals against Business Rates can be lodged and, if successful, can be backdated for several years. The

Council does therefore include 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 2024, however the completed NNDR1 shows that the Fund will be in surplus at this time and that £959,054 of additional income will be available to this Council in 2024/25.

6.4 East Cambridgeshire applied to be, and was accepted by Government to be, part of a newly invoked Business Rate Pool in 2024/25, alongside a number of other authorities in Cambridgeshire.

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

(Cambridge City Council, Fenland District Council and Huntingdonshire District Council will not be members of the Pool in 2024/25.)

A review of the scheme was undertaken in the Autumn of 2023, supported by Pixel Financial Management. As a consequence of the modelling undertaken at this time, Fenland District Council withdrew their membership from the previous Pool as this provided a greater benefit to the County area overall. This withdrawal required the original Pool to be disbanded. A new Pool was then created including East Cambridgeshire, thus ensuring that the Council will continue to benefit from being a member in 2024/25.

6.5 As highlighted elsewhere in this report, forecasts for retained Business Rates beyond the Fair Funding Review, now assumed to be in 2026/27, are almost impossible to calculate at this time, but the figures presented take a prudent view, showing a significant reduction on those expected in 2025/26. These figures have been informed by our external adviser Pixel Financial Management.

6.6 In the Autumn Statement, on the 22nd November 2023, the Chancellor announced that the Retail, Hospitality and Leisure (RHL) 75% Business Rate relief would be extended into 2024/25 and that the small business Business Rate multiplier will be frozen for that year.

6.7 The RHL relief requires the Council to use its discretionary powers (Section 47 of the Local Government Act 1988, as amended) to grant these reliefs in line with the relevant eligibility criteria set out in the guidance. The full cost of granting these reliefs will be compensated to the Council through a Section 31 grant from Government.

6.8 With the National Budget to take place in March 2023, if any further discretionary reliefs to Business Rates are announced, Council is asked to give the Director, Finance approval to implement these, as long as they are fully funded by Government via the Section 31 Grant.

7.0 THE 2024/25 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 2024/25 is fully funded.

7.2 The budget for 2024/25 is set out in Appendix 2 to this report.

7.3 The following key assumptions have been made in preparing the budget:

- The April 2024 inflationary pay increase for staff has been assumed at 4%;
- The staff establishment is budgeted in full – i.e. without a turnover allowance;
- Electricity budgets have been reduced and gas budgets frozen, when compared to those in 2023/24, to reflect the stabilisation of the respective markets;
- Where known, inflation on contracts has been included to reflect the expected increase in these during the year. These include insurance and IT licences;
- 16% inflation has been added to the Waste contract for 2024/25. Within this, additional budget has been provided to allow the new Waste fleet purchased in 2023/24 to use HVO fuel, this reducing carbon emissions. In addition to the percentage increase, additional funding is provided for the capital costs of the new recycling vehicles (purchased in 2023/24) which will start being charged to East Cambs Street Scene (ECSS) in 2024/25 and the potential additional costs of the Mechanical Recycling Facility (MRF), where the contract is to be renewed in October 2024;
- 7% inflation has been added to the Parks and Gardens contract with East Cambs Trading Company (ECTC);
- Internal Drainage Board levies have been inflated by 8% based on information received from Middle Level Commissioners, this in advance of the individual drainage boards setting their detailed budgets;
- Other expenditure budgets have been increased by 2% for inflation;
- Pension Fund revaluations take place every three years, with the most recent one being on 31st March 2022. The Council is therefore aware of its contribution into the Fund for the coming years, its primary rate will be 17.4% for the three years from April 2023, with in addition, the Council's lump sum contribution being £465,000 in 2024/25 (a reduction of £28,000 compared to 2023/24) and £437,000 in 2025/26;
- The Housing Benefit budget reflects the mid-year position for 2023/24: the latest information received from Anglia Revenues Partnership (ARP);
- No adjustments to spend have been made to reflect the anticipated increase in population within the District;
- Budgeted income from the commuter car park and the Leisure Centre management fee both remain reduced when compared to the value in the 2020/21 budget to reflect the on-going implications of the Covid-19 pandemic and subsequent "cost of living crisis" on these services;
- Funding is included in the budget to prepare a new Local Plan during the MTFS period, including £100,000 in 2024/25 and £300,000 in 2025/26;
- £125,000 has been included in the 2024/25 budget (only) for the development of a new website.

8.0 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 currently stands at £1,237,551. There is no statutory minimum level set for local authority 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 Council's policy for some time that the level of the unearmarked reserve be set at 10% of the net operating budget (before any movement to the reserve). This is a reasonably prudent approach and a higher percentage than many other authorities locally. The net operating budget (before any movement to reserve) for 2024/25 is £13,858,517. Using the 10% figure, this requires an unearmarked reserve of £1,385,852 an increase of £148,301.

9.0 FEES AND CHARGES

- 9.1 Officers have reviewed the fees and charges, and details of the charges for 2024/25 are shown at Appendix 5. The budgets have been adjusted to reflect the change in price and volumes expected in 2024/25.
- 9.2 No new fees or charges will be introduced for 2024/25.
- 9.3 Where we have control over the fee level, as opposed to where these are negotiated nationally, and where the fee relates to work undertaken by officers, fees and charges will increase by approximately 4%. 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 The car parking charges at the Council's Angel Drove and The Dock car parks are to increase from £3 to £4 per day, with similar increases applied to multi-day tickets. This increase still means that these car parks are significantly cheaper than the nearby Network Rail car park.
- 9.5 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 a funding source.

10.0 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 one major capital project planned at this time, with the remainder of the programme, to the most part, being a continuation of the previous programme. The medium term Capital Programme is attached at Appendix 4; the total value of the programme in 2024/25 is £6,574,965.
- 10.3 The Council's Treasury Management Strategy is a separate document, which was also approved at the Council meeting on the 20th February 2024.
- 10.4 The major capital project in the Capital Programme is to build a District Bereavement Centre, consisting of a crematorium and modular function room, with associated natural burial and pet cemetery facilities at the Council owned Mepal site on Ireton's Way. This remains subject to formal Council approval at this evening's meeting. The total cost of the scheme is £9,060,223 and will be funded by CIL contributions, with the build stage starting in 2024/25 and continuing into 2025/26.
- 10.5 With the Council's Waste Service being provided by ECSS, the Council is purchasing waste fleet and hiring this to the Company. The hire charge reflects the Council's capital costs of doing this, both the MRP and interest costs. Spend in 2023/24 is forecast to be £1.912 million as vehicles previously purchased by the use of the Weekly Collection Grant from Government, have now reached and indeed surpassed their useful, economic life and require replacing.
- 10.6 The remaining balance of the approved capital allocation will be carried forward into 2024/25 to provide funding if further vehicles are required in that year. This is part of the ongoing review of the service and/or to meet the needs of the Government's new Waste Strategy. At this point, the budget in 2024/25 is funded from internal borrowing,
- 10.7 The precise capital costs needed to implement the Government's Waste Strategy are not known at this point, and indeed may well be significantly in advance of the funding that is being carried forward. However, it is hoped/assumed that Government funding will become available for the implementation of the Strategy, and therefore will not be a cost to the Council. These costs will be included in future MTFs's as the position becomes clearer.
- 10.8 Where the additional cost of vehicles purchased in 2023/24 impact the charge to ECSS, the Council has increased the management fee it pays ECSS for providing the service as detailed in paragraph 7.3 to ensure that it can meet these additional costs.
- 10.9 If, as a consequence of the Government's Waste Strategy, the Council decides to move to a three bin solution, then bins will also need to be purchased. A capital provision of £1 million is therefore included for the purchase of these wheeled bins if it is decided to move forward with this option. This is again funded from internal borrowing.
- 10.10 Council at its meeting on the 21st April 2022, approved a further loan facility to ECTC of £7.5 million. Much of this has been provided in the current year and previous years, with the current profile assuming that £2,300,000 will be provided

in 2024/25. This funding is to ensure that ECTC has the finance available to progress three further building developments, at the former Paradise Pool site and for phase two and three at the former MoD site in North Ely. The Council has security in place with regard to this loan in the form of a debenture which provides it with first ranking security over all unsecured assets of the Company.

10.11 There are a number of capital budgets that continue into 2024/25, having been in place in previous years, where there is a commitment to continue spending in each year of the capital programme:

- 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, estimated at £40,000 per annum, will be covered by a combination of Section 106 funding from developers and capital receipts.
- 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 2024/25 is £772,299.
- 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 rate to cover the notional MRP and interest costs using the same approach as with Waste vehicles.

10.12 As agreed in the 2017/18 budget, the Council now funds expenditure that would have previously been funded from external borrowing, on schemes such as the Leisure Centre, Waste fleet and bins 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 expectation is that all borrowing in 2024/25 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).

10.13 In summary therefore, the Council has limited exposure to the ongoing costs of capital expenditure at this time. The MRP costs of the Leisure Centre are being met by the operator through the management fee; the loan to ECTC is due to be repaid in full by March 2026 and in the intervening period a commercial interest rate is being charged, and the costs of the Waste fleet will be passed onto ECSS, although the Council's management fee payable to ECSS has been increased in 2024/25 and 2025/26 to reflect the additional MRP payments the Company will be paying on the replacement vehicles.

11.0 COUNCIL TAX

11.1 The MTFs assumed that the Collection Fund for Council Tax would be in balance as at 31st March 2024. However, due to the increased number of houses built in the District during 2023/24 and the fact that Council Tax receipts have not been impacted by the cost of living crisis as much as expected, the Fund is now forecast to be in surplus at the end of this financial year. The net position being that the Council will benefit by £153,650 from the Collection Fund surplus in 2024/25.

- 11.2 The taxbase for 2024/25 estimated in last year's budget was an equivalent of 32,513.1 Band D properties. However, the current forecast, including the real change in housing numbers between October 2022 and October 2023, an estimation of future movements in 2024/25 and a small top-slice for non-payment, means that the new forecast for 2024/25 is now 32,972.0 equivalent Band D properties.
- 11.3 As detailed earlier in this report, the Local Government Policy Statement detailed that district councils can increase Council Tax by 2.99% or £5 without the need for a referendum. A 1% increase in Council Tax for this Council would generate an additional £46,866, whereas a £1 increase would generate a further £32,972. For this Council therefore the £5 figure would be the highest, generating additional income of £164,860 in the year.
- 11.4 This budget is however built based on the Council freezing Council Tax at £142.14 for the eleventh consecutive year in 2024/25.
- 11.5 The County Council, Fire Authority, Police Authority and Cambridgeshire and Peterborough Combined Authority budgets and precepts were considered by their respective decision making bodies in early February and we have been notified of their precept requirements.
- 11.6 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 2016/17.
- 11.7 All parish precepts have also been notified to the Council. These are shown along with the precepts set out in paragraphs 11.4 and 11.6, in the formal Council Tax Resolution as detailed in Appendix 1.
- 11.8 Also to note, Council agreed at its meeting on the 19th October 2023, to leave the Authority's Local Council Tax Reduction Scheme unchanged for 2024/25.

12.0 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 Government funding of the Council and inflation. The Settlement provides clarity around grant funding for 2024/25, but looking beyond that, there is very limited information to put forward a MTFS based on confident assumptions on future Government funding.

- 12.3 Possibly the greatest concern for this Council, is the Government's intention to implement a full Business Rate baseline reset at the time of the Fair Funding Review. 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 £2.66 million, where we actually budget for £5.42 million of Business Rates because of this growth. If the baseline is fully reset, we will lose this growth and won't know what our revised baseline will be until the results of the Local Government Fair Funding Review (as detailed in 4.2) 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.
- 12.4 Unlike the position for a number of years, inflation and the consequential higher pay rises are, for the second year, having a major impact on the Council's costs. Section 7.3 of this report details the inflation built into the 2024/25 budget, but in addition to this a £100,000 provision of additional unknown inflation has been built into the budget. To put some context to this figure, we have budgeted for a 4% increase in staff costs from the 1st April 2024, if pay was to increase by 5% this would cost the Council a further £85,000.
- 12.5 To mitigate the above risks, the Section 151 Officer will continue to report on a regular 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 2024/25 are **prudent** and show how these will sustain the functions of the Council in that year.
- 12.7 However, the MTFs assumes the remainder of the Surplus Savings Reserve is utilised during 2024/25, 2025/26 and 2026/27, 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 consider 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 2023/24 and 2024/25 financial years 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 £7,500,000 loan facility, 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 and indeed not all of the loan facility has, as yet, been drawn down. To limit this risk further and as detailed in 10.10 above, the Council has security in place with regard to this loan in the form of a debenture which provides it with first ranking security over all unsecured assets of the Company.

13.0 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 to 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 2024/25 to 2027/28. As highlighted earlier in the report, the Policy Statement announced by Government for 2024/25 provides assurance about the grant position for the budget year only. The MTFS further assumes that Government funding will remain, for the most part, unchanged in 2025/26 as it will be too soon after the General Election for detailed plans to have been prepared.

13.3 However, it is extremely difficult to develop a robust MTFS to cover the period 2026/27 and beyond while the uncertainties around future funding levels from Government remain. As detailed earlier in this report, the Government is currently considering options around the Local Government Fair Funding Review to determine how much of the overall funding pot is allocated to individual authorities. This issue creates considerable uncertainty for local authority funding and is an issue which will require monitoring in the coming years, to ensure the Council can adjust its MTFS as new information becomes available. Updates will be provided to the Finance and Assets Committee as and when further information becomes available.

13.4 The assumptions used in the MTFS include:

- Government funding through Revenue Support Grant, New Homes Bonus, Rural Services Grant, Services Grant and Funding Guarantee Grant will all end in 2025/26 with the Fair Funding Review being implemented in 2026/27;
- Inflation on staff pay is included at 4% in 2024/25 and then 2% in all future years;
- The loan to ECTC is scheduled to be repaid in 2026, the interest received by the Council on the loan will therefore stop at this point. The loan repayments will be used to reduce / prevent the Council needing to borrow externally and/or to invest in line with the Treasury Management Strategy;
- Amongst the requirements of the Government's new Waste Strategy is the need for food waste to be collected weekly from all homes from 2026. The revenue cost of this could be around £500,000 with then additional capital costs for the provision of additional vehicles and caddies (see paragraph 10.7). At this stage the assumption is that external funding, either from Government or from producers, will be provided to fund both these revenue and capital costs. At this point no figures are therefore included in the MTFS for this, but updates will be provided as the position becomes clearer;

- On interest receipts, it is assumed that interest rates will remain at around 5% in 2024/25, but then reducing during the MTFs period to 3% in 2027/28;
- There remains no assumption in the MTFs for any dividends being received from ECTC. (While noting that no dividends are budgeted for, it should not be forgotten that the Council continues to get a significant benefit from ECTC, with interest being paid on the loan provided, the recharge of management and support services costs to the Company (forecast to be £194,735 in 2024/25), the hire of the Market Place and part of the depot, as well as Capital Receipts, Section 106 contributions and additional Council Tax receipts from the properties developed.);
- The budget and MTFs include the impacts of the construction and running costs of the new Crematorium at Mepal;
- 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 is shown within the forecasts in this report.

13.5 The impact of the above assumptions is attached at Appendix 2. This shows the budgets for 2024/25 and 2025/26 are fully funded. However, there are significant budget shortfalls projected in 2026/27 and subsequent years. Clearly many things will change between now and then, so Members should not focus on the precise numbers. It is far more important 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 2025/26 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 increased savings need particularly in year four.

2022/23 Budget	
2022/23 – budget year	Balanced
2023/24 – MTFs year 1	Balanced
2024/25 – MTFs year 2	Savings to find £2,815,916
2025/26 – MTFs year 3	Savings to find £4,021,675
2023/24 Budget	
2023/24 – budget year	Balanced
2024/25 – MTFs year 1	Balanced
2025/26 – MTFs year 2	Savings to find £1,645,402
2026/27 – MTFs year 3	Savings to find £4,797,033
2024/25 Budget	
2024/25 – budget year	Balanced
2025/26 – MTFs year 1	Balanced
2026/27 – MTFs year 2	Savings to find £3,196,858
2027/28 – MTFs year 3	Savings to find £5,586,743

13.7 Options to resolve the budget shortfalls in future years include:

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

13.8 While noting the Council's favourable position of having a balanced budget (by use of the Surplus Savings Reserve) for 2024/25 and 2025/26, it is strongly recommended that early consideration is given as 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 2023/24 and 2024/25 resulting in potential underspends in those years, will allow further funding to be moved into the Surplus Savings Reserve and therefore available to assist in the balancing of the budget in future years.

14.0 ARGUMENTS / CONCLUSION(S)

14.1 The proactive actions already taken have led to balanced budgets for 2024/25 and 2025/26 (based on known information and the use of the Surplus Savings Reserve). The budget for 2024/25 therefore has minimal risk attached to it, although the Medium Term Financial Strategy, especially when the new funding regime comes in, now expected in 2026/27, does contain significant uncertainty and therefore risk. While there is little this Council can do to remove the 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 being forecast.

15.0 FINANCIAL IMPLICATIONS / EQUALITY IMPACT STATEMENT / CARBON IMPACT ASSESSMENT

15.1 The net operating budget of £14,006,818 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 public facing services are being reduced in 2024/25.

15.3 A Carbon Impact Assessment (CIA) is also not considered necessary, as there will be no changes to service provision in 2024/25.

16.0 APPENDICES

Appendix 1 – Formal Council Tax Resolution

Appendix 2 - Budget 2024/25 and MTFS

Appendix 3 – Statement of Reserves

Appendix 4 – Capital Programme

Appendix 5 - Schedule of Fees and Charges

Background Documents:

2023/24 Budget to Full Council – 21st February 2023

MTFS up-date report to Finance and Assets Committee – 28th September 2023

Budget Report to Finance and Assets Committee – 25th January 2024

Ian Smith
Director, Finance

East Cambridgeshire District Council, hereinafter referred to as “the Council” in this resolution, RESOLVES for the financial year 2024/25 to:

1. Set the Council Tax Requirement for the Council at £7,957,943 calculated as follows:

	£
a) Net expenditure on Council services	4,686,640
b) City, Parish and Town Council precepts	<u>3,271,303</u>
c) Council Tax Requirement	<u><u>7,957,943</u></u>

2. Calculate that the Council Tax requirement for the Council’s own purposes for 2024/25 (excluding Parish precepts) is £4,686,640.
3. Note that, arising from decisions taken by City, Parish and Town Councils by 6th February 2024, the amount of Special Expenses included in the budget requirement set out above is £3,271,303
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) 32,972.0 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, the Police and Crime Commissioner for Cambridgeshire and the Cambridgeshire and Peterborough Combined Authority, in accordance with Section 40 of the Local Government Finance Act 1992 (Amended 2003), have stated the following amounts of precepts issued to the Council.

Band	County Council £	Police Commissioner £	Fire Authority £	CPCA £
A	1,079.88	190.32	54.84	24.00
B	1,259.86	222.04	63.98	28.00
C	1,439.84	253.76	73.12	32.00
D	1,619.82	285.48	82.26	36.00
E	1,979.78	348.92	100.54	44.00
F	2,339.74	412.36	118.82	52.00
G	2,699.70	475.80	137.10	60.00
H	3,239.64	570.96	164.52	72.00

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	39,525,777	
b)	Gross Income	31,567,834	
c)	Council Tax Requirement	7,957,943	
d)	Basic Amount of Council Tax	241.35	Item (c) divided by tax base
e)	Total of Special Items	3,271,303	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, County Council and the Combined Authority)
h)	Basic Amount of Council Tax as in (g) for each Council Tax band	Sums shown in Schedule B	(excludes Fire, Police, County Council and the Combined Authority)

7. *The Referendums Relating to Council Tax Increases (Principles) (England) Report 2024/25* sets out the principles, which the Secretary of State has determined will apply to local authorities in England for 2024/25. 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 2024/25 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 (Amended 2003), for each of the categories of dwellings shown in the schedule.

SCHEDULE A TO APPENDIX 1

PARISH	COUNCIL		BAND D COUNCIL TAX							
	TAX BASE	PRECEPT	Parish	ECDC	Sub-Total	CCC	CFA	PCCforC	CPCA	Total
	Band D Eq	£	£	£	£	£	£	£	£	£
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
Ashley	240.0	20,060.00	83.61	142.14	225.75	1,619.82	82.26	285.48	36.00	2,249.31
Bottisham	881.4	69,976.00	79.38	142.14	221.52	1,619.82	82.26	285.48	36.00	2,245.08
Brinkley	152.6	9,706.00	63.63	142.14	205.77	1,619.82	82.26	285.48	36.00	2,229.33
Burrough Green	150.1	13,466.44	89.73	142.14	231.87	1,619.82	82.26	285.48	36.00	2,255.43
Burwell	2,504.3	233,250.00	93.15	142.14	235.29	1,619.82	82.26	285.48	36.00	2,258.85
Cheveley	951.6	80,000.00	84.06	142.14	226.20	1,619.82	82.26	285.48	36.00	2,249.76
Chippenham	226.5	15,400.00	67.95	142.14	210.09	1,619.82	82.26	285.48	36.00	2,233.65
Coveney	194.7	19,005.00	97.65	142.14	239.79	1,619.82	82.26	285.48	36.00	2,263.35
Dullingham	349.9	27,637.40	79.02	142.14	221.16	1,619.82	82.26	285.48	36.00	2,244.72
Ely, City of	7,601.2	798,600.00	105.03	142.14	247.17	1,619.82	82.26	285.48	36.00	2,270.73
Fordham	1,287.4	96,432.00	74.88	142.14	217.02	1,619.82	82.26	285.48	36.00	2,240.58
Haddenham	1,359.2	136,641.00	100.53	142.14	242.67	1,619.82	82.26	285.48	36.00	2,266.23
Isleham	988.1	120,314.00	121.77	142.14	263.91	1,619.82	82.26	285.48	36.00	2,287.47
Kennett	139.7	9,095.00	65.07	142.14	207.21	1,619.82	82.26	285.48	36.00	2,230.77
Kirtling and Upend	198.0	12,104.80	61.11	142.14	203.25	1,619.82	82.26	285.48	36.00	2,226.81
Little Downham	990.4	97,741.00	98.73	142.14	240.87	1,619.82	82.26	285.48	36.00	2,264.43
Little Thetford	286.6	22,238.00	77.58	142.14	219.72	1,619.82	82.26	285.48	36.00	2,243.28
Littleport	3,164.5	380,142.00	120.15	142.14	262.29	1,619.82	82.26	285.48	36.00	2,285.85
Lode	371.6	22,642.00	60.93	142.14	203.07	1,619.82	82.26	285.48	36.00	2,226.63
Mepal	397.7	54,400.00	136.80	142.14	278.94	1,619.82	82.26	285.48	36.00	2,302.50
Reach	146.9	14,700.00	100.08	142.14	242.22	1,619.82	82.26	285.48	36.00	2,265.78
Snailwell	86.5	10,436.00	120.69	142.14	262.83	1,619.82	82.26	285.48	36.00	2,286.39
Soham	3,945.6	441,334.00	111.87	142.14	254.01	1,619.82	82.26	285.48	36.00	2,277.57
Stetchworth	283.2	19,294.57	68.13	142.14	210.27	1,619.82	82.26	285.48	36.00	2,233.83
Stretham	743.5	87,680.96	117.90	142.14	260.04	1,619.82	82.26	285.48	36.00	2,283.60
Sutton	1,450.3	188,960.00	130.32	142.14	272.46	1,619.82	82.26	285.48	36.00	2,296.02
Swaffham Bulbeck	356.5	37,500.00	105.21	142.14	247.35	1,619.82	82.26	285.48	36.00	2,270.91
Swaffham Prior	376.8	17,000.00	45.09	142.14	187.23	1,619.82	82.26	285.48	36.00	2,210.79
Wentworth	68.9	10,180.95	147.78	142.14	289.92	1,619.82	82.26	285.48	36.00	2,313.48
Westley Waterless	81.8	3,100.00	37.89	142.14	180.03	1,619.82	82.26	285.48	36.00	2,203.59
Wicken	366.0	32,500.00	88.83	142.14	230.97	1,619.82	82.26	285.48	36.00	2,254.53
Wilburton	519.6	65,070.00	125.19	142.14	267.33	1,619.82	82.26	285.48	36.00	2,290.89
Witcham	186.0	18,500.00	99.45	142.14	241.59	1,619.82	82.26	285.48	36.00	2,265.15
Witchford	1,115.7	68,696.00	61.56	142.14	203.70	1,619.82	82.26	285.48	36.00	2,227.26
Wooditton	809.2	17,500.00	21.60	142.14	163.74	1,619.82	82.26	285.48	36.00	2,187.30
Whole Area/Average Tax Charge	32,972.0	3,271,303.12	99.21	142.14	241.35	1,619.82	82.26	285.48	36.00	2,264.91

SCHEDULE B TO APPENDIX 1

EAST CAMBRIDGESHIRE DISTRICT COUNCIL								
DISTRICT AND PARISH COUNCIL TAX 2024/25								
(Note: excluding County, Fire, Police and Combined Authority)								
PARISH	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H
	£							
Ashley	150.50	175.58	200.67	225.75	275.92	326.08	376.25	451.50
Bottisham	147.68	172.29	196.91	221.52	270.75	319.97	369.20	443.04
Brinkley	137.18	160.04	182.91	205.77	251.50	297.22	342.95	411.54
Burrough Green	154.58	180.34	206.11	231.87	283.40	334.92	386.45	463.74
Burwell	156.86	183.00	209.15	235.29	287.58	339.86	392.15	470.58
Cheveley	150.80	175.93	201.07	226.20	276.47	326.73	377.00	452.40
Chippenham	140.06	163.40	186.75	210.09	256.78	303.46	350.15	420.18
Coveney	159.86	186.50	213.15	239.79	293.08	346.36	399.65	479.58
Dullingham	147.44	172.01	196.59	221.16	270.31	319.45	368.60	442.32
Ely, City of	164.78	192.24	219.71	247.17	302.10	357.02	411.95	494.34
Fordham	144.68	168.79	192.91	217.02	265.25	313.47	361.70	434.04
Haddenham	161.78	188.74	215.71	242.67	296.60	350.52	404.45	485.34
Isleham	175.94	205.26	234.59	263.91	322.56	381.20	439.85	527.82
Kennett	138.14	161.16	184.19	207.21	253.26	299.30	345.35	414.42
Kirtling and Upend	135.50	158.08	180.67	203.25	248.42	293.58	338.75	406.50
Little Downham	160.58	187.34	214.11	240.87	294.40	347.92	401.45	481.74
Little Thetford	146.48	170.89	195.31	219.72	268.55	317.37	366.20	439.44
Littleport	174.86	204.00	233.15	262.29	320.58	378.86	437.15	524.58
Lode	135.38	157.94	180.51	203.07	248.20	293.32	338.45	406.14
Mepal	185.96	216.95	247.95	278.94	340.93	402.91	464.90	557.88
Reach	161.48	188.39	215.31	242.22	296.05	349.87	403.70	484.44
Snailwell	175.22	204.42	233.63	262.83	321.24	379.64	438.05	525.66
Soham	169.34	197.56	225.79	254.01	310.46	366.90	423.35	508.02
Stetchworth	140.18	163.54	186.91	210.27	257.00	303.72	350.45	420.54
Stretham	173.36	202.25	231.15	260.04	317.83	375.61	433.40	520.08
Sutton	181.64	211.91	242.19	272.46	333.01	393.55	454.10	544.92
Swaffham Bulbeck	164.90	192.38	219.87	247.35	302.32	357.28	412.25	494.70
Swaffham Prior	124.82	145.62	166.43	187.23	228.84	270.44	312.05	374.46
Wentworth	193.28	225.49	257.71	289.92	354.35	418.77	483.20	579.84
Westley Waterless	120.02	140.02	160.03	180.03	220.04	260.04	300.05	360.06
Wicken	153.98	179.64	205.31	230.97	282.30	333.62	384.95	461.94
Wilburton	178.22	207.92	237.63	267.33	326.74	386.14	445.55	534.66
Witcham	161.06	187.90	214.75	241.59	295.28	348.96	402.65	483.18
Witchford	135.80	158.43	181.07	203.70	248.97	294.23	339.50	407.40
Wooditton	109.16	127.35	145.55	163.74	200.13	236.51	272.90	327.48
Average Tax Charge	160.90	187.72	214.53	241.35	294.98	348.62	402.25	482.70
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 2024/25								
PARISH	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H
	£	£	£	£	£	£	£	£
Ashley	1,499.54	1,749.46	1,999.39	2,249.31	2,749.16	3,249.00	3,748.85	4,498.62
Bottisham	1,496.72	1,746.17	1,995.63	2,245.08	2,743.99	3,242.89	3,741.80	4,490.16
Brinkley	1,486.22	1,733.92	1,981.63	2,229.33	2,724.74	3,220.14	3,715.55	4,458.66
Burrough Green	1,503.62	1,754.22	2,004.83	2,255.43	2,756.64	3,257.84	3,759.05	4,510.86
Burwell	1,505.90	1,756.88	2,007.87	2,258.85	2,760.82	3,262.78	3,764.75	4,517.70
Cheveley	1,499.84	1,749.81	1,999.79	2,249.76	2,749.71	3,249.65	3,749.60	4,499.52
Chippenham	1,489.10	1,737.28	1,985.47	2,233.65	2,730.02	3,226.38	3,722.75	4,467.30
Coveney	1,508.90	1,760.38	2,011.87	2,263.35	2,766.32	3,269.28	3,772.25	4,526.70
Dullingham	1,496.48	1,745.89	1,995.31	2,244.72	2,743.55	3,242.37	3,741.20	4,489.44
Ely, City of	1,513.82	1,766.12	2,018.43	2,270.73	2,775.34	3,279.94	3,784.55	4,541.46
Fordham	1,493.72	1,742.67	1,991.63	2,240.58	2,738.49	3,236.39	3,734.30	4,481.16
Haddenham	1,510.82	1,762.62	2,014.43	2,266.23	2,769.84	3,273.44	3,777.05	4,532.46
Isleham	1,524.98	1,779.14	2,033.31	2,287.47	2,795.80	3,304.12	3,812.45	4,574.94
Kennett	1,487.18	1,735.04	1,982.91	2,230.77	2,726.50	3,222.22	3,717.95	4,461.54
Kirtling and Upend	1,484.54	1,731.96	1,979.39	2,226.81	2,721.66	3,216.50	3,711.35	4,453.62
Little Downham	1,509.62	1,761.22	2,012.83	2,264.43	2,767.64	3,270.84	3,774.05	4,528.86
Little Thetford	1,495.52	1,744.77	1,994.03	2,243.28	2,741.79	3,240.29	3,738.80	4,486.56
Littleport	1,523.90	1,777.88	2,031.87	2,285.85	2,793.82	3,301.78	3,809.75	4,571.70
Lode	1,484.42	1,731.82	1,979.23	2,226.63	2,721.44	3,216.24	3,711.05	4,453.26
Mepal	1,535.00	1,790.83	2,046.67	2,302.50	2,814.17	3,325.83	3,837.50	4,605.00
Reach	1,510.52	1,762.27	2,014.03	2,265.78	2,769.29	3,272.79	3,776.30	4,531.56
Snailwell	1,524.26	1,778.30	2,032.35	2,286.39	2,794.48	3,302.56	3,810.65	4,572.78
Soham	1,518.38	1,771.44	2,024.51	2,277.57	2,783.70	3,289.82	3,795.95	4,555.14
Stetchworth	1,489.22	1,737.42	1,985.63	2,233.83	2,730.24	3,226.64	3,723.05	4,467.66
Stretham	1,522.40	1,776.13	2,029.87	2,283.60	2,791.07	3,298.53	3,806.00	4,567.20
Sutton	1,530.68	1,785.79	2,040.91	2,296.02	2,806.25	3,316.47	3,826.70	4,592.04
Swaffham Bulbeck	1,513.94	1,766.26	2,018.59	2,270.91	2,775.56	3,280.20	3,784.85	4,541.82
Swaffham Prior	1,473.86	1,719.50	1,965.15	2,210.79	2,702.08	3,193.36	3,684.65	4,421.58
Wentworth	1,542.32	1,799.37	2,056.43	2,313.48	2,827.59	3,341.69	3,855.80	4,626.96
Westley Waterless	1,469.06	1,713.90	1,958.75	2,203.59	2,693.28	3,182.96	3,672.65	4,407.18
Wicken	1,503.02	1,753.52	2,004.03	2,254.53	2,755.54	3,256.54	3,757.55	4,509.06
Wilburton	1,527.26	1,781.80	2,036.35	2,290.89	2,799.98	3,309.06	3,818.15	4,581.78
Witcham	1,510.10	1,761.78	2,013.47	2,265.15	2,768.52	3,271.88	3,775.25	4,530.30
Witchford	1,484.84	1,732.31	1,979.79	2,227.26	2,722.21	3,217.15	3,712.10	4,454.52
Wooditton	1,458.20	1,701.23	1,944.27	2,187.30	2,673.37	3,159.43	3,645.50	4,374.60
Average Tax Charge	1,509.94	1,761.60	2,013.25	2,264.91	2,768.22	3,271.54	3,774.85	4,529.82
Proportion to Band D (Ninths)	6	7	8	9	11	13	15	18

BUDGET 2024-25

	Budget 2023-24 £	Budget 2024-25 £	Estimate 2025-26 £	Estimate 2026-27 £	Estimate 2027-28 £
Committees:					
Operational Services	6,904,891	8,266,274	8,394,996	8,725,310	8,679,844
Finance & Assets	6,030,783	5,884,786	6,778,557	7,367,272	7,447,326
Net District Spending	12,935,674	14,151,060	15,173,553	16,092,582	16,127,170
New Homes Bonus Grant	-837,838	-1,069,518	-1,069,518	0	0
Rural Services Grant	-189,538	-219,465	-219,465	-219,465	-219,465
Service Grant / Funding Guarantee	-453,418	-273,238	-273,238	0	0
Internal Drainage Board Levies	632,991	729,762	744,357	759,244	774,429
Contributions to / from Corporate Reserves	575,284	688,217	706,656	824,884	602,194
Net Operating Expenditure	12,663,155	14,006,818	15,062,345	17,457,245	17,284,328
Contribution from Surplus Savings Reserve	-1,975,579	-1,567,387	-2,823,685	-3,039,801	0
Savings to be identified	0	0	0	-3,196,858	-5,586,743
ECDC Budget Requirement	10,687,576	12,439,431	12,238,660	11,220,586	11,697,585
Parish Council Precepts	3,000,653	3,271,303	3,385,799	3,487,373	3,591,994
DISTRICT BUDGET REQUIREMENT	13,688,229	15,710,734	15,624,459	14,707,959	15,289,579
<u>Financed by:</u>					
Council's share of Collection Funds Surplus/Deficit	100,507	-1,112,704	0	0	0
Revenue Support Grant	-102,089	-108,851	-105,372	-213,238	-180,862
Locally retained Non-Domestic Rates	-5,131,168	-5,421,215	-6,071,756	-4,671,987	-4,898,364
Plus: NNDR from Renewable Energy	-1,011,335	-1,110,021	-1,110,021	-1,110,021	-1,110,021
COUNCIL TAX REQUIREMENT	7,544,144	7,957,943	8,337,310	8,712,713	9,100,332

Unallocated Surplus Savings Reserve	Estimate 2023-24 £	Estimate 2024-25 £	Estimate 2025-26 £	Estimate 2026-27 £	Estimate 2026-27 £
In hand at 1st April	8,554,452	7,430,873	5,863,486	3,039,801	0
Movement in year	-1,123,579	-1,567,387	-2,823,685	-3,039,801	0
In hand at 31st March	7,430,873	5,863,486	3,039,801	0	0

IMPLIED BAND 'D' COUNCIL TAX (District only i.e. excluding parish levies)					
Demand on Collection Fund as above	7,544,144	7,957,943	8,337,310	8,712,713	9,100,332
Less Parish Precepts as above	3,000,653	3,271,303	3,385,799	3,487,373	3,591,994
	4,543,491	4,686,640	4,951,511	5,225,340	5,508,338
Council Tax Base	31,964.9	32,972.0	33,651.7	34,345.6	35,053.7
District Council Tax - Band D	142.14	142.14	147.14	152.14	157.14

Description	Budget 2023/24	Budget 2024/25	Estimate 2025/26	Estimate 2026/27	Estimate 2027/28
Operational Services					
Building Regulations	36,736	43,806	44,085	44,369	44,659
Climate Change	100,000	100,000	101,520	103,071	104,653
Community Projects & Grants	193,482	200,040	201,923	203,844	205,803
Community Safety	62,133	66,776	68,094	73,007	74,040
Cons. Area & Listed Buildings	69,861	74,073	75,288	76,527	77,791
Crematorium	0	0	0	117,090	-272,086
Customer Services	543,885	703,762	576,401	590,246	602,298
Dog Warden Scheme	43,226	46,469	47,355	48,260	49,181
Emergency Planning	30,024	30,661	30,985	31,316	31,654
Environmental	147,961	162,973	166,071	169,231	172,454
Environmental Health	529,805	563,292	577,340	588,094	599,063
Homelessness	247,158	237,091	133,773	254,729	412,746
Information Technology	1,011,782	1,031,982	1,049,726	1,067,823	1,086,283
Leisure Centre	-301,550	-447,030	-506,347	-552,615	-552,615
Licencing - Env Services	19,067	34,487	37,797	42,550	47,398
Marketing & Grants	42,192	43,469	43,934	44,409	44,893
Nuisances	103,673	114,748	116,945	119,186	121,472
Parish Forums	1,500	1,530	1,530	1,530	1,530
Pest Control	11,033	11,959	12,189	12,424	12,663
Planning	253,594	373,328	340,115	306,851	323,541
Public Relations	109,883	124,199	126,619	129,086	131,604
Recycling	1,276,987	1,929,496	2,264,360	2,301,718	2,339,824
Refuse Collection	1,497,443	1,756,517	1,791,648	1,827,481	1,864,030
Street Cleansing	876,471	1,016,706	1,037,040	1,057,781	1,078,937
Street Naming & Numbering	16,704	23,663	23,984	24,311	24,646
The Old Gaol House	0	0	0	0	0
Travellers Sites	-18,159	22,277	32,621	42,991	53,382
	6,904,891	8,266,274	8,394,996	8,725,310	8,679,844
Finance & Assets					
Asset Management	150,433	203,442	153,442	153,442	153,442
Award Ditches	9,833	10,521	10,731	10,946	11,165
Civic Relations	23,692	24,592	24,919	25,252	25,592
Closed Churchyards	32,391	34,658	35,351	36,058	36,779
Community Transport	15,000	15,000	15,000	15,000	15,000
Corp. Man. Policy Research / Review	383,053	332,935	388,463	444,126	499,925
Council Tax Collection Costs	538,783	575,211	601,425	614,940	627,116
Data Management	110,822	125,638	127,342	129,080	130,853
Depot	-71,008	-74,241	-75,746	-77,282	-78,848
Economic Development	107,877	113,586	120,375	127,299	134,360
Finance	295,597	316,402	322,805	329,122	335,565
General Gang	99,271	104,993	106,512	108,061	109,641
Health & Safety (Work)	26,696	27,390	27,721	28,058	28,402
Housing Benefits	410,147	466,496	486,202	507,202	519,295
Housing Strategy	192,954	197,532	204,151	210,902	217,788
Human Resources (including training)	242,675	278,805	281,703	284,659	287,674
Interest & Financial Transactions	-660,452	-1,157,289	-703,953	-390,902	-312,176
Internal Audit	80,038	82,797	84,853	86,960	89,119
Land Charges Admin	-52,356	-14,506	-15,725	-16,968	-18,236
Legal Services	165,269	170,843	173,809	176,835	179,921
Local Elections	22,500	25,000	25,000	25,000	25,000
Local Plans	145,111	299,250	501,041	502,849	354,675
Management Team	771,860	703,800	717,737	731,952	746,451
Markets	0	0	0	0	0
Member & Committee Support	629,577	704,665	716,407	730,185	745,974
Misc. Financial Services	722,713	607,896	671,129	737,707	706,503
Miscellaneous Properties	-46,649	-52,189	-52,933	-53,692	-54,466
NNDR Collection Costs	47,266	53,057	50,550	53,675	56,864
Out Of Hours Service	14,000	14,560	14,851	15,148	15,451
Parking of Vehicles	76,766	36,117	39,897	43,753	47,686
Parks and Open Spaces	421,060	462,071	474,526	487,229	500,186
Payroll	92,770	97,621	99,434	101,283	103,169
Public Conveniences	185,776	197,865	200,836	203,870	206,961
Registration of Electors	45,091	51,794	51,794	51,794	51,794
Reprographics	156,130	183,677	207,446	210,321	213,254
Office Accommodation	566,749	584,838	593,446	603,228	613,205
Sport & Recreation Admin	79,348	79,959	98,016	120,180	122,242
	6,030,783	5,884,786	6,778,557	7,367,272	7,447,326
Total	12,935,674	14,151,060	15,173,553	16,092,582	16,127,170

Reserve Accounts

Appendix 3

Description	2023/24				2024/25			
	Opening Balance 1 April	Transfers to Reserve	Contributions from Reserve	Forecast Balance 31 March	Opening Balance 1 April	Transfers to Reserve	Contributions from Reserve	Forecast Balance 31 March
	£	£	£	£	£	£	£	£
District Elections	161,932		(85,117)	76,815	76,815	25,000		101,815
Historic Buildings Grants	6,190		(6,190)	0	0			0
Housing Conditions Survey	25,000	5,000		30,000	30,000	5,000		35,000
Change Management	231,558		(174,257)	57,301	57,301		(57,301)	0
Major Project Development	100,000		(30,000)	70,000	70,000			70,000
Surplus Savings Reserve	8,554,452	852,000	(1,975,579)	7,430,873	7,430,873		(1,567,389)	5,863,484
Vehicle Replacements	74,240			74,240	74,240			74,240
Sports Facilities Funding Reserve	288,000		(218,600)	69,400	69,400			69,400
IT	160,000	40,000	(100,000)	100,000	100,000	40,000		140,000
CIL Admin	217,069	70,000	(100,000)	187,069	187,069	70,000	(100,000)	157,069
Asset Management	12,679			12,679	12,679			12,679
Care and Repair	45,000			45,000	45,000			45,000
Community Fund Reserves	30,884			30,884	30,884			30,884
Housing	79,547			79,547	79,547			79,547
Affordable Housing	221,800		(7,545)	214,255	214,255			214,255
General Fund Balance	1,063,294	174,257		1,237,551	1,237,551	126,290		1,363,841
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	0	56,959		56,959	56,959	56,959		113,918
Enterprise Zone NNDR	738,418	287,642	(22,341)	1,003,719	1,003,719	287,642	(23,252)	1,268,109
Cambridgeshire Horizons - General	431,119		(431,119)	0	0			0
Growth and Infrastructure Fund	2,307,216	431,119	(1,100,000)	1,638,335	1,638,335		(1,207,216)	431,119
Exceptional Hardship Fund	2,637			2,637	2,637			2,637
Climate Change	70,999			70,999	70,999			70,999
Other								
CIL	10,435,509	2,736,323	(2,400,000)	10,771,832	10,771,832	1,400,000	(2,500,000)	9,671,832
Section 106 Agreements	3,467,395		(500,000)	2,967,395	2,967,395		(500,000)	2,467,395
Internal Borrowing	(10,126,676)	(2,025,308)	1,319,381	(10,832,603)	(10,832,603)	(4,162,666)	1,086,037	(13,909,232)
Total Reserves	18,638,262	2,627,992	(5,831,367)	15,434,887	15,434,887	(2,151,775)	(4,869,121)	8,413,991

Reserve Accounts

Description	2025/26				2026/27			
	Opening Balance 1 April	Transfers to Reserve	Contributions from Reserve	Forecast Balance 31 March	Opening Balance 1 April	Transfers to Reserve	Contributions from Reserve	Forecast Balance 31 March
	£	£	£	£	£	£	£	£
District Elections	101,815	25,000		126,815	126,815	25,000		151,815
Historic Buildings Grants	0			0	0			0
Housing Conditions Survey	35,000	5,000		40,000	40,000	5,000		45,000
Change Management	0			0	0			0
Major Project Development	70,000			70,000	70,000			70,000
Surplus Savings Reserve	5,863,484		(2,823,685)	3,039,799	3,039,799		(3,039,799)	0
Vehicle Replacements	74,240			74,240	74,240			74,240
Sports Facilities Funding Reserve	69,400			69,400	69,400			69,400
IT	140,000	40,000		180,000	180,000	40,000		220,000
CIL Admin	157,069	70,000	(100,000)	127,069	127,069	70,000	(100,000)	97,069
Asset Management	12,679			12,679	12,679			12,679
Care and Repair	45,000			45,000	45,000			45,000
Community Fund Reserves	30,884			30,884	30,884			30,884
Housing	79,547			79,547	79,547			79,547
Affordable Housing	214,255			214,255	214,255			214,255
General Fund Balance	1,363,841	109,439		1,473,280	1,473,280	227,667		1,700,947
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	113,918	56,959		170,877	170,877	56,959		227,836
Enterprise Zone NNDR	1,268,109	287,642	(23,717)	1,532,034	1,532,034	287,642	(24,191)	1,795,485
Cambridgeshire Horizons - General	0			0	0			0
Growth and Infrastructure Fund	431,119			431,119	431,119			431,119
Exceptional Hardship Fund	2,637			2,637	2,637			2,637
Climate Change	70,999			70,999	70,999			70,999
Other								
CIL	9,671,832	1,400,000	(8,560,223)	2,511,609	2,511,609	1,400,000	(1,000,000)	2,911,609
Section 106 Agreements	2,467,395		(500,000)	1,967,395	1,967,395		(500,000)	1,467,395
Internal Borrowing	(13,909,232)		7,749,275	(6,159,957)	(6,159,957)	0	749,275	(5,410,682)
Total Reserves	8,413,991	1,994,040	(4,258,350)	6,149,681	6,149,681	2,112,268	(3,914,715)	4,347,234

Capital Programme 2023/24 to 2027/28

CAPITAL BUDGET	Projected Spend 2023/24 £	Budget 2024/25 £	Proposed Budget 2025/26 £	Proposed Budget 2026/27 £	Proposed Budget 2027/28 £
Operational Services					
Refuse Vehicles	1,912,334	862,666			
Waste Bins	40,000	1,040,000	40,000	40,000	40,000
Conservation Area Schemes - 2nd round	27,506				
Mandatory Disabled Facilities Grants (DFG)	1,620,307	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	100,000	100,000	100,000	100,000	100,000
Bereavement Centre		1,500,000	7,560,223		
Operational Services Total	3,775,147	4,274,965	8,472,522	912,299	912,299
Finance and Assets					
Depot	636,624				
Solar Panels on Council Buildings	150,000				
EC CLT Loan	76,350				
Loan Agreement with ECTC approved in April 2022	200,000	2,300,000	0		
Finance and Assets Total	1,062,974	2,300,000	0	0	0
Capital Programme Total	4,838,121	6,574,965	8,472,522	912,299	912,299

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 were initially planned to be purchased in 2020/21 as the vehicles purchased with the Weekly Collection Grant reach the end of their economic life. However, delays in Government announcing its long term Waste Strategy delayed the purchase of these vehicles, as the Council wanted to ensure that the vehicles can deal with any additional demands put upon it by the Strategy. The majority of the money was spent on purchases in 2023/24, with the remainder being carried forward for potential use in 2024/25 following a service review within ECSS.

Waste Bins

The on-going £40,000 budget is to ensure that as the number of residential homes in the District increases, the Council has new wheeled bins available to deliver to these properties. The larger budget in 2024/25 is a provision to fund the major purchase of wheeled bins if the Council chooses to move away from the use of black sacks. This was originally built into the budget in 2023/24, but was unused and has been carried forward for use in 2024/25.

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. The majority is funded from Government grant from the Better Care Fund.

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 Section 106 contributions.

Bereavement Centre

To build a District Bereavement Centre, consisting of a crematorium and modular function room, with associated natural burial and pet cemetery facilities at the Council owned Mepal site on Ireton's Way.

Depot

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

Solar Panels on Council Buildings

Installation of solar panelling on a number of Council buildings including E-Space North in Littleport, the Hive and potentially the Grange

Loan to East Cambs CLT

Loan to East Cambs CLT, to provide the funding (alongside Ecology Building Society) for the CLT to purchase fifteen properties on the former Ministry of Defence site in Ely, so these can be offered as affordable, shared ownership properties to local residents. The terms of the loan require it to be repaid in seven years time.

Loan Agreement with ECTC approved in April 2022

At its meeting on the 21st April 2022, the Council approved a new loan facility to ECTC up to a value of £7,500,000 in order to move forward with new projects at the Paradise Pool site and phase two and three at the former Ministry of Defence site. At the end of March 2024, it is expected that ECTC will have drawdown £5.2 million of this facility, allowing them a further £2.3 million in 2024/25.

SOURCES OF FINANCING	Projected 2023/24 £	Budget 2024/25 £	Budget 2025/26 £	Budget 2026/27 £	Budget 2027/28 £
Operational Services					
Revenue Contribution					
Grants (Disability Facilities Grant)	1,006,789	602,678	602,678	602,678	602,678
Capital Reserves	756,024	209,621	209,621	209,621	209,621
Section 106 / CIL	900,000	1,600,000	7,660,223	100,000	100,000
Borrowing	1,112,334	1,862,666			
Operational Services Total	3,775,147	4,274,965	8,472,522	912,299	912,299
Finance and Assets					
Capital Reserves	150,000				
Borrowing	912,974	2,300,000			
Finance and Assets Total	1,062,974	2,300,000	0	0	0
Capital Funding Total	4,838,121	6,574,965	8,472,522	912,299	912,299

Capital Reserves Forecast	2023/24 £	2024/25 £	2025/26 £	2026/27 £	2027/28 £
Balance Brought Forward	1,480,802	987,672	828,051	668,430	508,809
Add receipts from Sales of Assets	412,894	50,000	50,000	50,000	50,000
Less Capital Receipts Applied	(906,024)	(209,621)	(209,621)	(209,621)	(209,621)
Capital Reserves Carried Forward	987,672	828,051	668,430	508,809	349,188

Borrowing Forecast	2023/24 £	2024/25 £	2025/26 £	2026/27 £	2027/28 £
Balance Brought Forward	10,126,676	10,832,603	13,909,232	6,159,957	5,410,682
Add Borrowing in Year	2,025,308	4,162,666	0	0	0
Repayment from ECTC	(1,000,000)	(500,000)	(7,000,000)	0	0
Less Minimum Revenue Provision (MRP)	(319,381)	(586,037)	(749,275)	(749,275)	(650,161)
Total Borrowing Carried Forward	10,832,603	13,909,232	6,159,957	5,410,682	4,760,521
Internal Borrowing	10,832,603	13,909,232	6,159,957	5,410,682	4,760,521
External Borrowing	0	0	0	0	0

EAST CAMBRIDGESHIRE DISTRICT COUNCIL

FEES AND CHARGES SCHEDULE 2024/25

Description	VAT code	Discretionary or Statutory	Charge for 2023/24	Charge for 2024/25
<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	SR	Discretionary	£3.00	£4.00
Season Ticket – Weekly (6 days)	SR	Discretionary	£12.00	£16.00
Season Ticket – Quarterly	SR	Discretionary	£145.00	£193.00
Season Ticket – Annual	SR	Discretionary	£506.00	£675.00
CAR PARKING – THE DOCK, ELY				
Cost per day	SR	Discretionary	£3.00	£4.00
Season Ticket – Weekly (6 days)	SR	Discretionary	£12.00	£16.00
Season Ticket – Quarterly	SR	Discretionary	£145.00	£193.00
Season Ticket – Annual	SR	Discretionary	£506.00	£675.00
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)
<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	£46.00	£48.00

EAST CAMBRIDGESHIRE DISTRICT COUNCIL

FEES AND CHARGES SCHEDULE 2024/25

Description	VAT code	Discretionary or Statutory	Charge for 2023/24	Charge for 2024/25
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	£46.00	£48.00
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	£92.00	£96.00
Householder Schemes – Building Control Advice - Written advice only	SR	Discretionary	£25.70	£27.00
Householder Schemes – Building Control Advice - Meeting and written advice	SR	Discretionary	£49.00	£51.00
Householder Schemes – Heritage Advice – Written advice only	SR	Discretionary	£12.00	£12.00
Householder Schemes – Heritage Advice– Meeting only	SR	Discretionary	£12.00	£12.00
Householder Schemes – Heritage Advice– Meeting and written advice	SR	Discretionary	£23.00	£24.00
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	£164.00	£171.00
Small Scale Minor Development – Residential schemes 1-2 dwellings. Other buildings up to 999sqm. Meeting only	SR	Discretionary	£273.00	£284.00
Small Scale Minor Development – Residential schemes 1-2 dwellings. Other buildings up to 999sqm. Meeting and Written Advice	SR	Discretionary	£437.00	£454.00
Small Scale Minor Development – Subsequent Advice on Amended Schemes. Written Advice	SR	Discretionary	£82.00	£85.00
Small Scale Minor Development – Subsequent Advice on Amended Schemes. Meeting only	SR	Discretionary	£136.00	£141.00
Small Scale Minor Development – Subsequent Advice on Amended Schemes. Meeting and Written Advice	SR	Discretionary	£218.00	£227.00
Small Scale Minor Development – Building Control Advice. Written Advice	SR	Discretionary	£62.00	£64.00
Small Scale Minor Development – Building Control Advice. Meeting and Written Advice	SR	Discretionary	£131.00	£136.00
Small Scale Minor Development – Heritage Advice. Written Advice	SR	Discretionary	£35.00	£36.00
Small Scale Minor Development – Heritage Advice. Meeting only	SR	Discretionary	£35.00	£36.00
Small Scale Minor Development – Heritage Advice. Meeting and Written Advice	SR	Discretionary	£67.00	£70.00
Minor Residential Schemes 3-9 dwellings – Written Advice only	SR	Discretionary	£273.00	£284.00
Minor Residential Schemes 3-9 dwellings – Meeting only	SR	Discretionary	£382.00	£397.00
Minor Residential Schemes 3-9 dwellings – Meeting and Written Advice	SR	Discretionary	£655.00	£681.00
Minor Residential Schemes 3-9 dwellings – Subsequent Advice on Amended Schemes - Written Advice only	SR	Discretionary	£136.00	£141.00
Minor Residential Schemes 3-9 dwellings – Subsequent Advice on Amended Schemes - Meeting only	SR	Discretionary	£191.00	£199.00
Minor Residential Schemes 3-9 dwellings – Subsequent Advice on Amended Schemes - Meeting and Written Advice	SR	Discretionary	£327.00	£340.00

EAST CAMBRIDGESHIRE DISTRICT COUNCIL

FEES AND CHARGES SCHEDULE 2024/25

Description	VAT code	Discretionary or Statutory	Charge for 2023/24	Charge for 2024/25
Minor Residential Schemes 3-9 dwellings – Building Control Advice - Written Advice only	SR	Discretionary	£113.00	£118.00
Minor Residential Schemes 3-9 dwellings – Building Control Advice - Meeting and Written Advice	SR	Discretionary	£193.00	£201.00
Minor Residential Schemes 3-9 dwellings – Heritage Advice - Written Advice only	SR	Discretionary	£67.00	£70.00
Minor Residential Schemes 3-9 dwellings – Heritage Advice - Meeting only	SR	Discretionary	£67.00	£70.00
Minor Residential Schemes 3-9 dwellings – Heritage Advice - Meeting and Written Advice	SR	Discretionary	£136.00	£141.00
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	£437.00	£454.00
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	£491.00	£511.00
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	£928.00	£965.00
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	£218.00	£227.00
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	£246.00	£256.00
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	£463.00	£482.00
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	£193.00	£201.00
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	£319.00	£332.00
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	£86.00	£89.00
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	£86.00	£89.00
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	£170.00	£177.00
Large Scale Major Development – 41-99 Dwellings - Site are over 0.5ha. 5000sqm plus floor spaces - Meeting Only.	SR	Discretionary	£600.00	£624.00

EAST CAMBRIDGESHIRE DISTRICT COUNCIL

FEES AND CHARGES SCHEDULE 2024/25

Description	VAT code	Discretionary or Statutory	Charge for 2023/24	Charge for 2024/25
Large Scale Major Development – 41-99 Dwellings - Site are over 0.5ha. 5000sqm plus floor spaces - Meeting and Written Advice	SR	Discretionary	£1,255.00	£1,305.00
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	£299.00	£311.00
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	£628.00	£653.00
Large Scale Major Residential Development – 41-99 Dwellings - Building Control Advice - Written Advice	SR	Discretionary	£319.00	£332.00
Large Scale Major Residential Development – 41-99 Dwellings - Building Control Advice - Meeting and Written Advice	SR	Discretionary	£448.00	£466.00
Large Scale Major Residential Development – 41-99 Dwellings - Heritage Advice - Meeting Only	SR	Discretionary	£170.00	£177.00
Large Scale Major Residential Development – 41-99 Dwellings - Heritage Advice - Meeting and Written Advice	SR	Discretionary	£170.00	£177.00
Strategic Development – 100 plus dwellings or mixed use development that includes 1000sqm of non-residential floor space. Accompanied site visit.	SR	Discretionary	£1,973.00	£2,052.00
Strategic Development – 100 plus dwellings or mixed use development that includes 1000sqm of non-residential floor space. Advice on Amended Schemes	SR	Discretionary	£981.00	£1,020.00
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	£391.00	£407.00
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	£170.00	£177.00
High Hedge Complaint	SR	Discretionary	£510.00	£530.00
Admin Charge if we return application because information requested for validation is not provided within timescale - Householder	SR	Discretionary	£28.00	£29.00
Admin Charge if we return application because information requested for validation is not provided within timescale - Minor & Other Applications	SR	Discretionary	£57.00	£59.00
Admin Charge if we return application because information requested for validation is not provided within timescale - Major Applications	SR	Discretionary	£170.00	£177.00
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	£170.00	£177.00

EAST CAMBRIDGESHIRE DISTRICT COUNCIL

FEES AND CHARGES SCHEDULE 2024/25

Description	VAT code	Discretionary or Statutory	Charge for 2023/24	Charge for 2024/25
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	£109.00	£113.00
Registration and annual fee to be included on the register under the Self Build and Custom Housing Building Act 2015	OS	Discretionary	£23.00	£24.00
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				
BUILDING REGULATION CHARGES				
TABLE 1 – Standard charges for new dwellings and flats up to 300m2 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@eastcamb.gov.uk				
PLEASE NOTE THAT BUILDING CONTROL FEES WERE APPROVED BY OPERATIONAL SERVICES COMMITTEE ON THE 14TH NOVEMBER 2022, they will next be reviewed quarter 3 2024/25 with a view to resetting them in April 2025.				
(ALL FEES ARE INCLUSIVE OF VAT UNLESS OTHERWISE STATED)				
TABLE 1 – NEW DWELLINGS/FLATS & DWELLINGS/FLATS FORMED BY CHANGE OF USE				
Full Plans Application/Plan Check Fee				
1 Dwelling	SR		£245.70	£255.50
2 Dwellings	SR		POA	POA
2+ Dwellings	SR		POA	POA
Full Plans Application Inspection Fee				
1 Dwelling	SR		£642.60	£668.30
2 Dwellings	SR		POA	POA
2+ Dwellings	SR		POA	POA
Building Notice Application (NO VAT)				
1 Dwelling	OS		£945.00	£982.80
2 Dwellings	OS		POA	POA

EAST CAMBRIDGESHIRE DISTRICT COUNCIL

FEES AND CHARGES SCHEDULE 2024/25

Description	VAT code	Discretionary or Statutory	Charge for 2023/24	Charge for 2024/25
2+ Dwellings	OS		POA	POA
Regularisation Application (No VAT)				
1 Dwelling	OS		£992.25	£1,031.95
2 Dwellings	OS		POA	POA
2+ Dwellings	OS		POA	POA
Electrical Check & Testing				
1 Dwelling	SR		POA	POA
2 Dwellings	SR		POA	POA
2+ Dwellings	SR		POA	POA
TABLE 2 – DOMESTIC EXTENSIONS AND CONVERSIONS				
Extension or annex with floor area not exceeding 10m1				
Full Plans Application Plan Check Fee	SR		£189.00	£196.55
Full Plans Application Inspection Fee's	SR		£378.00	£393.10
Building Notice Application	SR		£604.80	£629.00
Regularisation Application No VAT	OS		£655.20	£681.40
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	£196.55
Full Plans Application Inspection Fee's	SR		£453.60	£471.75
Building Notice Application	SR		£737.10	£766.60
Regularisation Application No VAT	OS		£798.53	£830.45
Extension or annex with floor area exceeding 40m2 but not exceeding 100m2				
Full Plans Application Plan Check Fee	SR		£226.80	£235.85
Full Plans Application Inspection Fee's	SR		£604.80	£627.00
Building Notice Application	SR		£907.20	£943.50
Regularisation Application No VAT	OS		£982.80	£1,022.10
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	£196.55
Full Plans Application Inspection Fee's	SR		£302.40	£314.50
Building Notice Application	SR		£548.10	£570.00
Regularisation Application No VAT	OS		£573.30	£596.25
First or second floor loft conversions with a floor area not exceeding 100m2				
Full Plans Application Plan Check Fee	SR		£207.90	£216.20
Full Plans Application Inspection Fee's	SR		£378.00	£393.10
Building Notice Application	SR		£699.30	£737.25
Regularisation Application No VAT	OS		£757.58	£787.90
Garage conversion up to 60m2				
Full Plans Application Plan Check Fee	SR		£132.30	£137.60
Full Plans Application Inspection Fee's	SR		£302.40	£314.50

EAST CAMBRIDGESHIRE DISTRICT COUNCIL

FEES AND CHARGES SCHEDULE 2024/25

Description	VAT code	Discretionary or Statutory	Charge for 2023/24	Charge for 2024/25
Building Notice Application	SR		£453.60	£471.75
Regularisation Application No VAT	OS		£476.28	£495.35
Electrical Check & Testing			POA	POA
The charges in Table 2 apply to extensions, garages and conversions only. Where it is intended to carry out other alterations at the same time as the extension, the charges outlined in Table 3 will also apply.				
TABLE 3 – DOMESTIC ALTERATIONS				
Renovation of a thermal element				
Full Plans Application Plan Check fee	SR		£151.20	£157.25
Plan Check fee Full Plans Application	SR		£0.00	£0.00
Building Notice Application	SR		£151.20	£157.25
Regularisation Application No VAT	OS		£163.80	£170.35
Replacement of windows, roof lights, roof windows or external glazed doors				
Full Plans Application Plan Check fee	SR		£132.30	£137.60
Plan Check fee Full Plans Application	SR		£0.00	£0.00
Building Notice Application	SR		£132.30	£137.60
Regularisation Application No VAT	OS		£143.33	£149.05
Replacement Boiler/New wood burner				
Full Plans Application Plan Check fee	SR		£151.20	£157.25
Plan Check fee Full Plans Application	SR		£0.00	£0.00
Building Notice Application	SR		£151.20	£157.25
Regularisation Application No VAT	OS		£163.80	£170.35
Renewable Energy systems/installation of wood burner				
Full Plans Application Plan Check fee	SR		£151.20	£157.25
Plan Check fee Full Plans Application	SR		£0.00	£0.00
Building Notice Application	SR		£151.20	£157.25
Regularisation Application No VAT	OS		£163.80	£170.35
Alterations with a cost up to £5,000				
Full Plans Application Plan Check fee	SR		£283.50	£294.85
Plan Check fee Full Plans Application	SR		£0.00	£0.00
Building Notice Application	SR		£283.50	£294.85
Regularisation Application No VAT	OS		£307.13	£319.40
Alterations exceeding £5,000 but not exceeding £10,000				
Full Plans Application Plan Check fee			£189.00	£196.55
Plan Check fee Full Plans Application			£226.80	£235.85
Building Notice Application			£415.80	£432.45
Regularisation Application No VAT			£450.45	£468.45
Alterations exceeding £10,000 but not exceeding £20,000				
Full Plans Application Plan Check fee	SR		£189.00	£196.55
Plan Check fee Full Plans Application	SR		£302.40	£314.50

EAST CAMBRIDGESHIRE DISTRICT COUNCIL

FEES AND CHARGES SCHEDULE 2024/25

Description	VAT code	Discretionary or Statutory	Charge for 2023/24	Charge for 2024/25
Building Notice Application	SR		£529.20	£550.35
Regularisation Application No VAT	OS		£573.30	£596.25
Alterations exceeding £20,000 but not exceeding £50,000				
Full Plans Application Plan Check fee	SR		£189.00	£196.55
Plan Check fee Full Plans Application	SR		£415.80	£432.45
Building Notice Application	SR		£680.40	£707.60
Regularisation Application No VAT	OS		£737.10	£766.60
Alterations exceeding £50,000 but not exceeding £100,000				
Full Plans Application Plan Check fee	SR		£226.80	£235.85
Plan Check fee Full Plans Application	SR		£529.20	£550.35
Building Notice Application	SR		£831.60	£864.85
Regularisation Application No VAT	OS		£848.93	£882.90
Electrical work up to a value of £10,000				
Full Plans Application Plan Check fee	SR		£264.60	£275.20
Plan Check fee Full Plans Application	SR		£0.00	£0.00
Building Notice Application	SR		£264.60	£275.20
Regularisation Application No VAT	OS		£286.65	£298.10
Drainage works with a cost up to £5,000				
Full Plans Application Plan Check fee	SR		£151.20	£157.25
Plan Check fee Full Plans Application	SR		£0.00	£0.00
Building Notice Application	SR		£151.20	£157.25
Regularisation Application No VAT	OS		£163.80	£170.35
Electrical Check & Testing			POA	POA
STREET NAMING & NUMBERING				
Property name additions/amendments/removals	OS	Discretionary	£57.00	£59.30
Naming of new streets	OS	Discretionary	£170.00	£176.80
Numbering of new properties				
1 property	OS	Discretionary	£57.00	£59.30
2 – 5 properties	OS	Discretionary	£86.00	£89.45
6 – 10 properties	OS	Discretionary	£113.00	£117.50
11 – 25 properties	OS	Discretionary	£170.00	£176.80
26 – 50 properties	OS	Discretionary	£284.00	£295.35
51 – 100 properties	OS	Discretionary	£455.00	£473.20
101 + properties	OS	Discretionary	£567.00	£589.70
			Plus £11.25 per property over 101	Plus £11.70 per property over 102
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	£28.00	£29.10

EAST CAMBRIDGESHIRE DISTRICT COUNCIL

FEES AND CHARGES SCHEDULE 2024/25

Description	VAT code	Discretionary or Statutory	Charge for 2023/24	Charge for 2024/25
Renumbering of scheme following development replan (after notification of numbering scheme issued)	OS	Discretionary	£109.00 + £11.25 per property	£113.40 + £11.70 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	£55.50 per property	£57.70 per property
1 st set of nameplates erected for each new street if one nameplate required	OS	Discretionary	£255.00	£265.20
1 st set of nameplates erected for each new street if two nameplates required	OS	Discretionary	£369.00	£383.75
For each additional nameplate that is required to be erected at other junctions and entrances onto the new street	OS	Discretionary	£113.00	£117.50
Challenges/requests/revisions to existing street naming and numbering schemes	OS	Discretionary		
E-SPACE BUSINESS CENTRES				
Ely – Annual rental charge per square foot (effective for new leases and on renewals)	SR	Discretionary	£34.00	£35.50
Littleport – Annual rental charge per square foot (effective on new leases and on renewals)	SR	Discretionary	£22.50	£22.50
PHOTOCOPYING CHARGES				
Up to 10 A4 pages	SR	Discretionary	No charge	No charge
11 A4 pages and over	SR	Discretionary	£1.30 plus 10p per copy	£1.35 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			£11.35	£11.80
ENVIRONMENTAL SERVICES				
Safer Food Better Business Mentoring Scheme	SR	Discretionary	£57 per hour	N/A
Safer Food Better Business Packs				
Collected		Discretionary	£15.00	£17.00
Posted		Discretionary	£17.00	£19.00
Safer Food Better Business Packs Diary refill				
Collected		Discretionary	£7.00	£8.00
Posted		Discretionary	£9.00	£10.00
Re-rating inspection fee for food business	OS	Discretionary	£150.00	£156.00

EAST CAMBRIDGESHIRE DISTRICT COUNCIL

FEES AND CHARGES SCHEDULE 2024/25

Description	VAT code	Discretionary or Statutory	Charge for 2023/24	Charge for 2024/25
LICENCING				
PLEASE NOTE THAT LICENCING FEES FOR 2024-25 WERE APPROVED BY LICENCING COMMITTEE ON THE 8TH NOVEMBER 2023				
HYPNOTISM				
Daily permit to stage a show	OS	Discretionary	£93.00	£93.00
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

EAST CAMBRIDGESHIRE DISTRICT COUNCIL

FEES AND CHARGES SCHEDULE 2024/25

Description	VAT code	Discretionary or Statutory	Charge for 2023/24	Charge for 2024/25
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
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

EAST CAMBRIDGESHIRE DISTRICT COUNCIL

FEES AND CHARGES SCHEDULE 2024/25

Description	VAT code	Discretionary or Statutory	Charge for 2023/24	Charge for 2024/25
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
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

EAST CAMBRIDGESHIRE DISTRICT COUNCIL

FEES AND CHARGES SCHEDULE 2024/25

Description	VAT code	Discretionary or Statutory	Charge for 2023/24	Charge for 2024/25
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
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	£229.00	£229.00
Knowledge Test Re-sit	OS	Discretionary	£32.00	£32.00
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	£579.00	£579.00
Renewal of Driver Licence Application for 36 months				
Joint Hackney Carriage <u>and</u> Private Hire	OS	Discretionary	£525.00	£525.00
Conversion of Private Hire to Joint Private Hire/Hackney Carriage Driver Licence				
Conversion Fee	OS	Discretionary		£30.00
General driver fees				
Three yearly Criminal Records Bureau disclosure		Discretionary	N/A	N/A
DVLA check		Discretionary	£5.00	£5.00

EAST CAMBRIDGESHIRE DISTRICT COUNCIL

FEES AND CHARGES SCHEDULE 2024/25

Description	VAT code	Discretionary or Statutory	Charge for 2023/24	Charge for 2024/25
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	£35.00	£35.00
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	£32.00	£32.00
DBS enhanced check (where no DBS update service option available)	OS	Discretionary	N/A	£51.80
DVLA licence check	OS	Discretionary	£5.00	£5.00
PARK HOMES / CARAVAN SITES / MOBILE HOMES				
Costs of New Applications				
1-5 pitches	OS	Discretionary	£235.00	£244.50
6-10 pitches	OS	Discretionary	£259.00	£269.50
11-20 pitches	OS	Discretionary	£259.00	£269.50
21-50 pitches	OS	Discretionary	£279.27	£290.50
51-100 pitches	OS	Discretionary	£301.21	£313.25
Greater than 100 pitches	OS	Discretionary	£301.21	£313.25

EAST CAMBRIDGESHIRE DISTRICT COUNCIL

FEES AND CHARGES SCHEDULE 2024/25

Description	VAT code	Discretionary or Statutory	Charge for 2023/24	Charge for 2024/25
Annual Inspection Fees				
1-5 pitches	OS	Discretionary	nil	nil
6-10 pitches	OS	Discretionary	£255.41	£265.75
11-20 pitches	OS	Discretionary	£255.41	£265.75
21-50 pitches	OS	Discretionary	£255.41	£265.75
51-100 pitches	OS	Discretionary	£299.07	£311.00
Greater than 100 pitches	OS	Discretionary	£299.07	£311.00
Cost of Laying Site Rules	OS	Discretionary	£31.03	£32.25
Cost of Variation / Transfer	OS	Discretionary	£113.42	£118.00
Fit and Proper Person	OS	Discretionary	£246.17	£256.00
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	£18.00	£18.75
Stray dog collection (anytime)	OS	Discretionary	£56.00	£58.25
Transfer to Woodgreen	OS	Discretionary	£45.00	£46.75
Admin Fee	OS	Discretionary	£11.00	£11.50
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

EAST CAMBRIDGESHIRE DISTRICT COUNCIL

FEES AND CHARGES SCHEDULE 2024/25

Description	VAT code	Discretionary or Statutory	Charge for 2023/24	Charge for 2024/25
Sampling (each visit) - officer hourly rate x time taken up to a maximum fee	OS	Discretionary	Max £100.00	Max £100.00
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	£123.00	£128.00
LICENSING OF HOUSES IN MULTIPLE OCCUPATION				
Mandatory licence for 5 years	OS	Discretionary	£353.00	£367.00
SKIN PIERCING (ACUPUNCTURE, TATTOING, PERMANENT AND SEMI PERMANENT SKIN COLOURING)				
Premises	OS	Discretionary	£190.00	£190.00
Per Individual	OS	Discretionary	£190.00	£190.00
Amendment of Export health or skin piercing certificate	OS	Discretionary	£11.00	£11.00
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				
Earith Bridge – Site Rent per week	EX	Discretionary	£91.00	£91.00
Earith Bridge – Water & Waste Charge per week	EX	Discretionary	£11.00	£11.00
Wentworth – Site Rent per week	EX	Discretionary	£91.00	£91.00
Wentworth – Water & Waste Charge per week	EX	Discretionary	£11.00	£11.00
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

EAST CAMBRIDGESHIRE DISTRICT COUNCIL

FEES AND CHARGES SCHEDULE 2024/25

Description	VAT code	Discretionary or Statutory	Charge for 2023/24	Charge for 2024/25
THE POLLUTION PREVENTION & CONTROL ACT 1990 ENVIRONMENTAL PERMITTING REGULATIONS 2010 See link for nationally set figures Environment Permitting Regulations		Statutory		
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

EAST CAMBRIDGESHIRE DISTRICT COUNCIL

FEES AND CHARGES SCHEDULE 2024/25

Description	VAT code	Discretionary or Statutory	Charge for 2023/24	Charge for 2024/25
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
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	£28.50	£30.25
Fridge or freezer	OS	Discretionary	£28.50	£30.25
Initial cost of bins for new residential properties (this is for each bin provided)	OS	Discretionary	£28.50	£30.25
Annual Garden Waste Wheeled Bin Licence - this is for an additional bin	OS	Discretionary	£53.50	£56.75
Delivery and Administration Charge for additional blue bin (one off charge)	SR	Discretionary	£28.50	£30.25
Fly Tipping Fee	OS	Statutory	£400.00	£400.00

EAST CAMBRIDGESHIRE DISTRICT COUNCIL

FEES AND CHARGES SCHEDULE 2024/25

Description	VAT code	Discretionary or Statutory	Charge for 2023/24	Charge for 2024/25
<u>Fixed Penalty Notices</u>				
Dog Fouling			£80.00	£80.00
Littering			£150.00	£65 - £500
Graffiti			£150.00	£65 - £500
Fly Posting			£150.00	£65 - £500
Alarm Noise			£80.00	£80.00
Nuisance Parking			£100.00	£100.00
Abandoning a vehicle			£200.00	£200.00
Unauthorised distribution of free literature on designated land			£150.00	£150.00
<u>Waste Duty of Care</u>				
FPN for breach by house holder			£200.00	£120 - £600
FPN for breach by business			£300.00	£300.00
Illegal waste deposit				£120 - £1000
Waste carriers licence requirements - FPN for breach			£300.00	
Housing Enforcement Civil Penalties - adopted by members as a result of the Public Sector Housing Enforcement Policy				
Specified offences under the Housing Act 2004		Statutory		Up to £30,000 (Sliding Scale)
Smoke and Carbon Monoxide Alarm (England) Regs 2015		Statutory		£500.00
1 st offence		Statutory		£1,000.00
2nd offence		Statutory		£5,000.00
Additional offences		Statutory		
Electrical Safety Standards in the Private Rented Sector(England) Regs 2020		Statutory		Up to £30,000 (Sliding Scale)
Energy Performance of Buildings (Certificates and Inspections) (England and Wales) Regs 2007		Statutory		£200.00
Minimum Energy Efficiency (Private Rented Property) (England and Wales) Regs 2015		Statutory		Up to £5000
Redress Scheme for Letting Agency Work and Property Management Work Requirement to Belong to a Scheme (England) Order 2014		Statutory		Up to £5000
ENVIRONMENTAL PROTECTION ACT PERMIT	OS	Statutory		
EXPORT CERTIFICATE OF HEALTH	OS	Discretionary	£105.00	£110.00
Amendment of Export Health Certificate		Discretionary	£11.00	£11.00
<u>FACILITIES MANAGEMENT</u>				

EAST CAMBRIDGESHIRE DISTRICT COUNCIL

FEES AND CHARGES SCHEDULE 2024/25

Description	VAT code	Discretionary or Statutory	Charge for 2023/24	Charge for 2024/25
GARAGE RENTS – ST JOHNS ROAD, ELY				
Monthly charge	SR	Discretionary	32.20 (Including VAT) plus RPI as at 1.1.23	36.89 (Including VAT) plus RPI as at 1.1.24
<u>LEGAL SERVICES</u>				
LLC1 ONLY	OS	Discretionary		
CON29(R) ONLY	SR	Discretionary	£145.25	£151.10
STANDARD SEARCH - LLC1 AND CON29(R)	SR/OS	Discretionary	£145.25	£151.10
CON29 OPTIONAL ENQUIRIES				
Q4 Road proposal by private bodies	SR	Discretionary		
Q5. Advertisements	SR	Discretionary	£11.66	£12.13
Q6 Completion Notices	SR	Discretionary	£15.30	£15.91
Q7 Parks and Countryside	SR	Discretionary	£11.66	£12.13
Q8 Pipelines	SR	Discretionary	£3.96	£4.12
Q9 Houses in Multiple Occupation	SR	Discretionary	£3.96	£4.12
Q10 Noise Abatement	SR	Discretionary	£3.42	£3.56
Q11 Urban Development Areas	SR	Discretionary	£11.66	£12.13
Q12 Enterprise Zones, Local Development Orders and BIDS	SR	Discretionary	£3.96	£4.12
Q13 Inner Urban Improvement Areas	SR	Discretionary	£3.96	£4.12
Q14 Simplified Planning Zones	SR	Discretionary	£11.66	£12.13
Q15 Land Maintenance Notices	SR	Discretionary	£11.66	£12.13
Q16 Mineral Consultation and Safeguarding Areas	SR	Discretionary	£5.56	£5.78
Q17 Hazardous Substance Consents	SR	Discretionary	£11.66	£12.13
Q18 Environmental and Pollution Notices	SR	Discretionary	£3.96	£4.12
Q19 Food Safety Notices	SR	Discretionary	£8.88	£9.24
Q20 Hedgerow Notices	SR	Discretionary	£3.96	£4.12
Q21 Flood Defence and Land Drainage Consents	SR	Discretionary	£5.78	£6.01
Q22 Common Land and Town or Village Green	SR	Discretionary	£11.45	£11.91
Additional Enquiries				
Additional Parcels of land	SR	Discretionary	£15.73	£16.36
Q24 Typed Enquiries	SR	Discretionary	£7.86	£8.18
CON29 ENQUIRIES				
1.1a-i Planning and Building Decisions and Pending			£10.81	£11.24
1.1 j-l Planning and Building Decisions and Pending			£4.60	£4.79
1.2 Planning designations and proposals			£1.07	£1.11
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	£4.28	£4.45
3.2 Other Matters - Is the property included in land required for road works	SR	Discretionary	HIGHWAYS	HIGHWAYS
3.3 Drainage Matters			£3.21	£3.34
3.4 Nearby Road Schemes			HIGHWAYS	HIGHWAYS

EAST CAMBRIDGESHIRE DISTRICT COUNCIL

FEES AND CHARGES SCHEDULE 2024/25

Description	VAT code	Discretionary or Statutory	Charge for 2023/24	Charge for 2024/25
3.5 Nearby Railway Schemes			HIGHWAYS	HIGHWAYS
3.6 Traffic Schemes			HIGHWAYS	HIGHWAYS
3.7 Outstanding Notices (a) (b) (c) (d) & (f) only			£6.96	£7.23
3.8 Contravention of Building Regulations			£3.00	£3.12
3.9 Notices, Orders, Direction and Proceedings under			£5.14	£5.34
3.10 Community Infrastructure Levy (CIL)			£8.56	£8.90
3.11 Conservation Area			£4.49	£4.67
3.12 Compulsory Purchase			£4.49	£4.67
3.13 Contaminated Land			£1.07	£1.11
3.14 Radon Gas			£2.14	£2.23
3.15 Assets of Community Value			£5.78	£6.01
REGISTER OF ELECTORS				
Sale of Copies of Register of Electors				
Data Form per 1000 electors or part of	OS	Statutory	£20.00 plus £1.50	£20.00 plus £1.50
Printed Form per 1000 electors or part of	OS	Statutory	£10.00 plus £5.00	£10.00 plus £5.00
List of Overseas Electors				
Data Form per 1000 electors or part of	OS	Statutory	£20.00 plus £1.50	£20.00 plus £1.50
Printed Form per 1000 electors or part of	OS	Statutory	£10.00 plus £5.00	£10.00 plus £5.00
LEGAL WORK				
Section 106 Agreements & Variations				
Hourly rates ***				
Director Legal Services	OS	Discretionary	£172.00	£178.88
Legal Assistant	OS	Discretionary	£140.00	£146.00
Senior Legal Assistant	OS	Discretionary	£151.00	£157.00
Land Charges Officer & Paralegal/Paralegal	OS	Discretionary	£57.00	£59.00
Information Officer	OS	Discretionary	£62.00	£64.50
Simple S106 - Standard Charge	OS	Discretionary	£1,225.00	£1,274.00
Easements (e.g. Car parking verges etc)				
Simple	OS	Discretionary	£770.00	£800.00
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	£770.00	£800.00
Complex	OS	Discretionary	See hourly rates above***	See hourly rates above***
Release of restrictive covenant				
Simple	OS	Discretionary	£770.00	£800.00
Complex	OS	Discretionary	See hourly rates above***	See hourly rates above***

EAST CAMBRIDGESHIRE DISTRICT COUNCIL

FEES AND CHARGES SCHEDULE 2024/25

Description	VAT code	Discretionary or Statutory	Charge for 2023/24	Charge for 2024/25
Miscellaneous Deeds				
Simple	OS	Discretionary	£770.00	£800.00
Complex	OS	Discretionary	See hourly rates above***	See hourly rates above***
Prosecutions				
Car Parking	OS	Discretionary	£115 plus Legal Officer presentation time at court and disbursements – i.e. if have to travel to Court	£120 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	£125.00	£130.00
All prosecutions			See hourly rates above***	See hourly rates above***
Miscellaneous removal of charge from property	OS	Discretionary	£125.00	£130.00
Mortgages				
Redemptions	OS	Discretionary	£251.00	£261.00
Civil Cases	OS	Discretionary	See hourly rates above***	See hourly rates above***

