

**TITLE: REVENUE BUDGET, CAPITAL STRATEGY AND COUNCIL TAX 2023/24**

Committee: Finance and Assets Committee

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## **1.0 ISSUE**

1.1 This report sets out the Council's proposed revenue budget, capital strategy, and the required level of Council Tax in 2023/24. The report assesses the robustness of the budgets, the adequacy of reserves and up-dates the Council's Medium Term Financial Strategy (MTFS).

## **2.0 RECOMMENDATION(S)**

2.1 To recommend to Full Council to approve:

- i) The draft revenue budget for 2023/24 and MTFS for 2024/25 to 2026/27 as set out in Appendix 1
- ii) The Statement of Reserves as set out in Appendix 2
- iii) The 2023/24 Fees and Charges as set out in Appendix 3
- iv) The Capital Strategy and financing as set out in Appendix 4
- v) The extension of Business Rate reliefs (which will be fully funded by the Government through Section 31 grants) as detailed in Sections 6.5 to 6.8 of this report.

2.2 To authorise the Director, Finance, in consultation with the Chairman of Committee to adjust the use of the Surplus Savings Reserve in 2023/24 and future years, to ensure that the net budget and Council Tax as detailed in 2.1 remain unchanged (in the event of changes arising, principally in relation to the Final Settlement and / or the NNDR1 return). These changes to be made in advance of the report being presented to Full Council on the 21<sup>st</sup> February 2023.

## **3.0 BACKGROUND / OPTIONS**

3.1 At the Full Council meeting on 22<sup>nd</sup> February 2022, members approved a net budget for 2022/23 of £9,411,371 and a frozen Council Tax. The budget had a planned draw of £1,221,563 from the Surplus Savings Reserve. The Medium

Term Financial Strategy at that time showed a balanced budget in 2023/24 (using further resources from the Surplus Savings Reserve and an increase in Council Tax of £5 in 2023/24), but with then significant budget deficits in 2024/25 and 2025/26.

- 3.2 The outturn position for 2021/22 was reported to the Finance and Assets Committee on the 23<sup>rd</sup> June 2022. This showed that due to the actions taken by management to reduce the Council's cost base prior to and during 2021/22 and the prudent forecast of Business Rates receipts, the Council underspent in 2021/22 by £2,367,039. 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 on-going 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 by inflationary increases far in excess of those expected when the budget was built. The current yearend forecast underspend for 2022/23 is £191,100, this too will be transferred to the Surplus Savings Reserve at yearend and has been reflected in the figures in this report.

#### **4.0 LOCAL GOVERNMENT FINANCE – POLICY STATEMENT**

- 4.1 Local Government has for a number of years been expecting a major change in the way it is funded by Government. At this time last year we were expecting a:
- 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 would be allocated to each individual authority.
  - At the same time as the review taking place, a Business Rates base line reset was expected to take place, this would result in all the growth in Business Rates since the last Review (2013) to be allocated out as part of the Review. This was expected to result in this Council retaining significantly less in Business Rates, as we would lose the benefit of the growth which has taken place in the District since this time.
- 4.2 The Policy Statement announced on the 12<sup>th</sup> December 2022 stated that any funding reforms or changes in funding distribution will not be implemented until at the earliest 2025/26. With the next two years basically being rollover settlements, although in practice this is more likely to be firm figures for 2023/24, with principles for 2024/25.

#### **5.0 PROVISIONAL LOCAL GOVERNMENT FINANCE SETTLEMENT**

- 5.1 The Provisional Local Government Finance Settlement was announced on the 19<sup>th</sup> December 2022.
- 5.2 The Council's Revenue Support Grant increased, in 2022/23 we received £12,579, with this increasing to £102,089 for 2023/24. The £12,579 was increased by 10.1% to £11,425, but then added to it were two previously separate grants. These grants being the Family Annex Council Tax Discount Grant and the LCTS Administration Subsidy Grant.

- 5.3 The Provisional Settlement made a further change in the awarding of New Homes Bonus grant. The scheme was extended by a further year, with amounts earned for year 13 of the scheme, between October 2021 and October 2022, attracting one year's worth of reward in 2023/24, with no legacy payments in future years. In 2022/23 we received two years' worth of grant, for the year October 2020 to October 2021 and then one year's legacy payment from a previous year.
- 5.4 That said, due to the continued high level of house building in the District in the past year, our New Homes Bonus grant for 2023/24 is forecast to be £837,838, which while a decrease on the £1,112,624 received in 2022/23, is considered high when it is considered it is for one year, as opposed to two last year. Government will be undertaking a consultation on the future of New Homes Bonus in the New Year, so this grant is not confirmed for 2024/25, 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.
- 5.5 The Provisional Settlement also included details of other grants, including the Rural Services Delivery grant, an allocation to the most rural authorities, which will be £169,586 in 2023/24 (this is the same as that received in 2022/23).
- 5.6 The Lower Tier grant first awarded in 2021/22 to all lower tier authorities responsible for homelessness, planning, recycling and refuse collection, and leisure services was abolished; East Cambs had been awarded £110,622 in 2022/23.
- 5.7 Government also announced the extension of the Services Grant, first awarded in 2022/23, this at the time was seen as method used to distribute some of the £1.6 billion allocated in the 2021 Spending Review. East Cambs allocation in 2022/23 is £170,007, with this reducing to £95,796 in 2023/24. The 2022/23 value was considered to include an amount to assist local authorities fund the additional National Insurance contributions introduced in that year, but as this increase was later withdrawn, then the amount of grant allocated in 2023/24 has been likewise reduced.
- 5.8 The Provisional Settlement also introduced a new grant to ensure that every authority has an increase in Core Spending Power of at least 3%. The 3% Funding Guarantee will be worth £377,574 to East Cambs.
- 5.9 The Provisional Settlement further identified the local authorities who will have Business Rates Pools during 2023/24, Cambridgeshire was amongst those councils (see paragraph 6.3).
- 5.10 The Provisional Settlement makes provision for shire districts to increase Council Tax by up to 3% or £5, whichever is the greater, in 2023/24 without the need for a referendum.
- 5.11 The Business Rate multipliers were also announced in the Provisional Settlement, with a decision being made to freeze these at 2022/23 levels. The small business non-domestic multiplier will therefore remain at 49.9 pence and the multiplier for larger businesses (rateable values greater than £51,000) will be 51.2 pence.

## **6.0 BUSINESS RATES**

- 6.1 The NNDR 1 return for 2022/23 will be produced by the end of January in line with statutory requirements. Figures from this will then be included in the budget as presented to Full Council. However, for this report, estimated figures as provided by Pixel Financial Management have been used.
- 6.2 While the Council benefits significantly from the growth in Business Rates since the last Base reset in 2013, there is always a risk that appeals against Business Rates can be lodged and, if successful, can be backdated for several years. The Council does therefore include a provision for appeals in determining how much of the rates collected should be posted into the budget.
- 6.3 East Cambridgeshire applied to be, and was accepted by Government, to be part of a continuing Business Rate Pool in 2023/24, alongside a number of other authorities in Cambridgeshire.
- Cambridgeshire County Council
  - Cambridgeshire Fire Authority
  - Fenland District Council
  - Peterborough City Council
  - South Cambridgeshire District Council

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

A review of the scheme was undertaken in the Autumn of 2022, supported by Pixel Financial Management, when it was forecast that this Pool will continue to provide benefit to this authority in 2023/24.

- 6.4 As highlighted elsewhere in this report, forecasts for retained Business Rates beyond the Fair Funding Review, now assumed to be in 2025/26, are almost impossible at this time, but the figures presented take a prudent view, showing a significant reduction on those expected in 2024/25. These have also been informed by our external adviser Pixel Financial Management.
- 6.5 The Government announced in November 2022 that following the Revaluation of properties for Non-Domestic rates, effective from 1<sup>st</sup> April 2023, that Retail, Hospitality and Leisure Relief (RHL) and Supporting Small Business Relief (SSB) will be extended into 2023/24 financial year. Local Authorities are expected to use their discretionary relief 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 guidelines. The full cost of granting these reliefs will be compensated through a Section 31 grant from Government.
- 6.6 RHL and SSB reliefs are automatically applied to accounts without the need for businesses to apply. RHL relief is applicable to occupied properties which fall within the definitions of being Retail, Hospitality or Leisure premises. RHL relief is being increased from 50% relief to 75% with effect from 1<sup>st</sup> April 2023. The 75% reduction is applied after Transitional and Small Business Rate Reliefs have been applied to reduce the amount payable by the ratepayer.
- 6.7 SSB is being implemented to assist ratepayers following the 2023 Revaluation. Any business that was in receipt of Small Business Rate Relief prior to 2023, and

who lost part or all of that relief following the 2023 revaluation, would have their Business Rates bill increase limited to a maximum of £600 per annum. The remainder of any increase would be subject to SSB relief.

6.8 Both reliefs require the granting of the Council's discretionary relief powers.

## **7.0 THE 2023/24 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 2023/24 is fully funded.

7.2 The draft budget for 2023/24 is set out in Appendix 1 to this report.

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

- The April 2023 inflationary pay increase for staff has been assumed at 4%;
- Inflation has been put in at 80% for gas and electricity;
- Where known, inflation on contracts has been included to reflect the expected increase in these during the year. These include insurance and IT licences.
- 21% has been added to the Waste contract with East Cambs Street Scene (ECSS) and 6% for the Parks and Gardens contract with ECTC.
- Other expenditure budgets have been increased by 6% for inflation;
- Pension Fund revaluations take place every three years, with the last one being on the 31<sup>st</sup> March 2022. The consequence of this revaluation is that the Council's primary rate will be increased from 17.2% to 17.4% for the three years from April 2023. In addition, the Council's lump sum contribution will also be changing, the Council paid £485,000 in 2022/23, and this will change to £493,000 in 2023/24, £465,000 in 2024/25 and 2025/26 in 2025/26;
- The Housing Benefit budget reflects the mid-year position for 2022/23 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 on these services.

## **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 2.

8.3 The sole unearmarked reserve is the General Fund. This currently stands at £1,050,982. There is no statutory minimum level set for a local authority's reserves; it is a matter for each local authority's own judgement after taking into consideration the strategic, operational and financial risks it faces. It has been this

authority's policy for some time that the level of the unearmarked reserve be set at 10% of the net operating budget, this is a reasonably prudent approach and a higher percentage than many other authorities locally. The proposed net operating budget for 2023/24 is £12,282,471. Using the 10% figure, this would require an unearmarked reserve of £1,228,247. The increase will be funded by a transfer from the Change Management Reserve, ensuring that this increase in reserve will not be an additional charge to the Council Tax payer.

## **9.0 FEES AND CHARGES**

- 9.1 Officers have reviewed the fees and charges, and details of the proposed charges for 2023/24 are shown at Appendix 3. The proposed budgets include increases as a result of both volume and price.
- 9.2 There have been no new fees or charges introduced for 2023/24.
- 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, it is proposed to increase fees and charges by approximately 7%. 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 and reflects an element of catch up as fees and charges approved in last year's budget only increased by 2%, which has been proved to be less than costs have increased.
- 9.4 As external funding from Government grants continues to reduce, the Council's approach to fees and charges will need to reflect the increasing importance of this as an income source.

## **10.0 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 no long term capital objectives at this time. The medium term capital programme has been reviewed, and is attached at Appendix 4. The programme is largely a continuation of the previous programme. The total value of the programme in 2023/24 is £6,569,299.
- 10.3 The Council's Treasury Management Strategy is a separate document, which is also on today's Finance and Assets Committee agenda.
- 10.4 With the Council's Waste Service now being provided by East Cambs Street Scene (ECSS), the Council is purchasing waste fleet and hiring this to the Company. The hire charge reflects the Council's capital costs of doing this, both the MRP and interest costs. Spend in 2023/24 is forecast at £2.775 million as vehicles previously purchased by the use of the Weekly Collection Grant from Government, have now reach and indeed surpassed their useful, economic life

and require replacing. It was originally planned to change these vehicles in 2020/21, but with the Government due to announce further details of its Waste Strategy shortly – it has already been delayed a number of times - it has been deemed more sensible to wait to ensure that the vehicles purchased meet the new needs prescribed in this Strategy. It is also hoped that Government funding may become available at the same time. While these additional costs will be reflected in the charge to ECSS, the Council will need to increase the contract value it pays ECSS for providing the service as detailed in paragraph 13.4 to ensure that it can meet these additional costs.

- 10.5 While no decision has yet been made, if the Government's Waste Strategy results in the Council moving towards a three bin solution, then bins will also need to be purchased, with the timing of this to be in parallel with the new vehicles, as a decision will need to be made whether the new vehicles have lifts. 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.
- 10.6 With the Council's drive to becoming more sustainable, there is capital funding available to undertake a further instalment of solar panels. Members will be aware that the 2022/23 capital programme, contained provision to put panels on the E-Space, North building and it is planned for another building to be done in 2023/24.
- 10.7 Council at its meeting on the 21<sup>st</sup> April 2022, approved a further loan facility to East Cambs Trading Company of £7.5 million. Much of this will be provided in the current year (2022/23), but the current profile of this facility assumes that £1.7 million will be provided in 2023/24. 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 will provide it with first ranking security over all unsecured assets of the Company, once the loan to the Cambridgeshire and Peterborough Combined Authority is repaid, which is expected to be in 2022/23.
- 10.8 There are a number of capital budgets that continue into 2023/24, 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, will be covered by a combination of Section 106 funding and capital receipts.
  - The Council's contribution to the A14 up-grade. When the scheme was originally designed, and funding agreed, it was agreed that councils within Cambridgeshire (Cambridgeshire County Council, East Cambridgeshire, Fenland, Huntingdonshire and South Cambridgeshire) would contribute to the costs of the project, the Council's contribution started in 2022/23 and will be funded from CIL contributions. This is for £40,000 per year for 25 years. In addition, Cambridgeshire Horizons was also due to make a contribution, so now that the cash held by this organisation has been allocated to councils across Cambridgeshire, we will also need to make a further contribution for our share of the Cambridgeshire Horizons funding promise. This will be

£42,000 per year and funded from the reserve created when the money was first received.

- 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 2023/24 is £772,299.
- And vehicle replacement funding for the Parks and Gardens team, these vehicles are purchased by the Council using Section 106 funding, and then hired to ECTC at a rate to cover the notional MRP and interest costs using the same formula as with Waste vehicles.

10.9 As agreed in the 2017/18 budget, the Council now funds expenditure that would have previously be funded from external borrowing, on schemes such as the Leisure Centre, Waste fleet and the loan to the ECTC, from internal borrowing. As interest chargeable on external borrowing is higher than interest receipts on investments, this provides a net saving to the Council. The current expectation is that all borrowing in 2023/24 will be funded from internal borrowing, thus preventing any external borrowing costs. More details of the Council's borrowing requirement and investment strategy are detailed in the Treasury Management Strategy (also on the agenda for this meeting).

10.10 In summary therefore, the Council has limited exposure to the on-going 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 and some of the costs of the depot refurbishment will be passed onto ECSS, although the Council's revenue budget has been increased to reflect the replacement of the vehicles reaching the end of their useful life in 2023/24.

## **11.0 COUNCIL TAX**

11.1 The MTFs assumed that the Collection Fund for Council Tax would be in balance as at 31<sup>st</sup> March 2023. However, due to the increased number of houses built in the District during 2022/23 and the fact that Council Tax receipts were not impacted by the pandemic 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 £36,810 from the Collection Fund surplus in 2023/24.

11.2 The taxbase for 2023/24 estimated in last year's budget was an equivalent of 31,115.3 Band D properties. However, the current forecast, including the real change in housing between October 2021 and October 2022 and an estimation of future movements in 2023/24 plus a top-slice to reflect the potential reduction in Council Tax as a consequence of the "cost of living crisis", means that the new forecast for 2023/24 is now 31,964.9 Band D properties.

11.3 As detailed earlier in this report, the Provisional Local Government Settlement detailed that district councils can increase Council Tax by up to 3% or £5 without the need for a referendum. For this Council the £5 figure would be the highest, generating additional income of £159,824 in the year.

- 11.4 This budget is however drafted on the assumption that the Council will freeze Council Tax at £142.14 for the tenth 10<sup>th</sup> consecutive year in 2023/24.
- 11.5 Council is reminded that at its meeting on the 20<sup>th</sup> October 2022 it agreed to increase premiums chargeable on long-term empty properties from the 1<sup>st</sup> April 2023. The revised premiums are 100% on properties empty for over two years, bring the total Council Tax bill to 200%. With in addition, a further 100% increase on properties empty for over five years, bringing the premium to 200% and the total Council Tax bill to 300%. And then further, a further 100% increase after ten years, bringing the premium to 300% and the total Council Tax bill to 400%.
- 11.6 The County Council, Fire and Police Authority (and potentially the Cambridgeshire and Peterborough Combined Authority) budgets and precepts will be considered by their respective decision making bodies in early February and we are expecting to be notified of their precept requirements prior to Full Council finalising the budget at its February meeting.
- 11.7 It should be noted that the County Council's precept comes in two parts, a general precept and an adult social care precept, this following the Secretary of State's offer to all adult social care authorities (those with functions under Part 1 of the Care Act 2014). The offer was the option of an adult social care authority being able to charge an additional "precept" on its council tax without holding a referendum, to assist the authority in meeting its expenditure on adult social care. This arrangement has been in place since the financial year 2016-17.
- 11.8 Where parish precepts have been notified to the Council, these are reflected in Appendix 5. Again, it is expected that these will all be available prior to this report going back to Full Council at the end of February.

## **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 Provisional Settlement provides clarity around grant funding for 2023/24 and to a lesser degree 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 however, 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 £2.56 million, where we actually budget for £4.5 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 4.1) are announced. An allowance has been made in the MTFs for this probable reduction, but at this point, there is no certainty on what this is likely to be.

- 12.4 Unlike the position for a number of years, inflation is playing a major part in the economy at the moment, and so needs to be considered with much greater focus this year. Section 7.3 of this report details the inflation built into the 2023/24 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, as detailed earlier, we have budgeted for a 4% increase in staff costs from the 1<sup>st</sup> April 2023, if pay was to increase by 5% this would cost the Council a further £91,326.
- 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 2023/24 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 and 2025/26, which will reduce the overall level of reserves significantly. Reserves can only be utilised once and while the purpose of the Surplus Savings Reserve is to provide one-off funding to balance the budget in future years, the Council needs to be considering all options to reduce the speed that this is being utilised so that it remains available further into the future. The Council has a track record of delivering additional savings and generating extra income in advance of the budget requirement, so work done during 2022/23 and 2023/24 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 drawdown. To limit this risk further and as detailed in 10.7 above, the Council has security in place with regard to this loan in the form of a debenture which will provide it with first ranking security over all unsecured assets of the Company, once the loan to the Cambridgeshire and Peterborough Combined Authority is repaid, which is expected to be in 2022/23.
- 12.9 A potential further risk for the Council is the possible need to up-date the Local Plan in the next four years. No costs are built into this budget to reflect the costs of this at this point.

### **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 and manage risk and volatility, including managing adequate reserves;
- Helps ensure that the Council's financial resources are directed to support delivery of the Council's priorities over the medium term.

13.2 The MTFS covers the period 2023/24 to 2026/27. As highlighted earlier in the report, the Policy Statement announced by Government for 2023/24 provides assurance about the grant position for the budget year and to some degree 2024/25 so these figures can be considered reasonably robust.

13.3 However, it is extremely difficult to develop a robust MTFS to cover the period 2025/26 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 this funding 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. Up-dates will be provided to the Finance and Assets Committee 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 2024/25 when the Fair Funding review will take place;
- Inflation on staff pay is included at 3% in 2024/25 and then 2% in all future years
- 4% inflation has been added to the Waste contract for 2024/25, however additional budget is also provided in that year, when the new recycling vehicles (now budgeted to be purchased in 2023/24) will start being charged to ECSS. (This cost increase would have occurred regardless of whom is undertaking the contract at this point);
- The loans to ECTC are planned to be repaid in 2026, the interest received by the Council on these loans will therefore stop at this point. The loan repayments will be used to reduce / prevent the Council needing to borrow externally, therefore reducing costs;
- 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 significant benefits from ECTC, with interest being paid on the loans provided at a rate higher than available from its investments, the recharge of management and support services costs to the Company (forecast to be £92,715 in 2023/24), the hire of the Market Place

and part of the depot, as well as Capital Receipts, Section 106 contributions and eventually additional Council Tax receipts from the properties developed.)

- The Council has a track record of delivering cost reductions; it is anticipated therefore that a contribution to the budget deficit forecast in future years will be achieved during the term through general efficiencies and income generating opportunities; however, to be prudent, no account of these are shown within the forecasts within this report.

13.5 The impact of the above assumptions is attached at Appendix 1. This shows the budget for 2023/24 and 2024/25 is fully funded. However, there are significant budget shortfalls projected in 2025/26 and subsequent years. Clearly many things will change between now and then, so members should not focus on the precise numbers. What is far more important is that members appreciate the direction of funding facing this and many local authorities, and the likely scale. It will be necessary to develop a plan to meet these shortfalls, although the Council does have time (although limited) to put the necessary plans in place. The Council also has access to a reasonable level of reserves, as described in section 8 of this report.

13.6 While noting the uncertainty that is highlighted in this report about the 2025/26 financial year, it is considered unlikely that the quantum of funding from Government will increase significantly 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 forecast savings need to be identified particularly year four.

<b>2021/22 Budget</b>	
2021/22 – budget year	Balanced
2022/23 – MTFS year 1	Balanced
2023/24 – MTFS year 2	Savings to find £4,143,095
2024/25 – MTFS year 3	Savings to find £4,117,856
<b>2022/23 Budget</b>	
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
<b>2023/24 Budget</b>	
2023/24 – budget year	Balanced
2024/25 – MTFS year 1	Balanced
2025/26 – MTFS year 2	Savings to find £2,563,662
2026/27 – MTFS year 3	Savings to find £4,873,980

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

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

- 13.8 While noting the Council's favourable position of having a balanced budget (by use of the Surplus Savings Reserve) for 2023/24 and 2024/25, it is strongly recommended that early consideration is made to how savings in future years will be achieved. All the bullets above need to be considered, with a quickening of the pace of commercialisation and the review of all income generating opportunities, as these are potentially the areas that could generate the highest returns, while having least impact on the services provided by the Council. However, within the MTFS period, all options will need to be considered and potentially implemented.
- 13.9 Any savings achieved in 2022/23 and 2023/24 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 2023/24 and 2024/25 (based on known information and the use of the Surplus Savings Reserve). The budget for 2023/24 therefore has minimal risks attached to it, although the Medium Term Financial Strategy, especially when the new funding regime comes in, now expected in 2025/26, does contain significant uncertainty and therefore risk. While there is little this Council can do to remove this uncertainty at this point, it does need to look now for opportunities within its own control, which will bridge some part of the funding gap currently forecast.

#### **15.0 FINANCIAL IMPLICATIONS / EQUALITY IMPACT STATEMENT / CARBON IMPACT ASSESSMENT**

- 15.1 The proposed net operating budget of £12,282,471 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 2023/24.
- 15.3 A Carbon Impact Assessment (CIA) is also not considered necessary, as there will be no changes to service provision in 2023/24.

#### **16.0 APPENDICES**

Appendix 1 - Draft Budget 2023/24 and MTFS

Appendix 2 - Statement of Reserves

Appendix 3 - Fees and Charges Schedule 2023-24

Appendix 4 - Capital Programme 2022/23 to 2026/27

Appendix 5 – Parish Precepts

#### **Background Documents:**

2022/23 Budget to Full Council – 22<sup>nd</sup> February 2022

MTFS up-date report to Finance and Assets Committee – 4<sup>th</sup> October 2022



**DRAFT BUDGET 2023-24**

	Budget 2022-23 £	Estimate 2023-24 £	Estimate 2024-25 £	Estimate 2025-26 £	Estimate 2026-27 £
Committees:					
Operational Services	5,802,153	<b>6,886,721</b>	7,362,736	7,477,710	7,676,616
Finance & Assets	5,607,728	<b>6,061,581</b>	6,292,639	6,745,315	7,083,200
Net District Spending	11,409,881	<b>12,948,302</b>	13,655,375	14,223,025	14,759,816
New Homes Bonus Grant	-1,112,624	<b>-837,838</b>	-837,838	0	0
Rural / Lower Tier Services Grant	-282,403	<b>-169,586</b>	-169,586	-169,586	-169,586
Covid-19 Grant	-170,007	<b>-473,370</b>	-457,445	0	0
Internal Drainage Board Levies	571,955	<b>598,831</b>	616,796	629,132	641,715
Contributions to / from Corporate Reserves	216,132	<b>216,132</b>	216,132	216,132	216,132
Net Operating Expenditure	10,632,934	<b>12,282,471</b>	13,023,434	14,898,703	15,448,077
Contribution from Surplus Savings Reserve	-1,221,563	<b>-2,520,737</b>	-2,450,842	-2,128,865	0
Savings to be identified	0	<b>0</b>	0	-2,563,662	-4,873,980
ECDC Budget Requirement	9,411,371	<b>9,761,734</b>	10,572,592	10,206,176	10,574,097
Parish Council Precepts	2,739,806	<b>2,849,398</b>	2,920,633	2,993,649	3,068,490
<b>DISTRICT BUDGET REQUIREMENT</b>	<b>12,151,177</b>	<b>12,611,132</b>	<b>13,493,225</b>	<b>13,199,825</b>	<b>13,642,587</b>
<u>Financed by:</u>					
Council's share of Collection Funds Surplus/De	-283,649	<b>157,971</b>	0	0	0
Revenue Support Grant	-12,579	<b>-102,089</b>	-109,644	-512,952	-489,729
Locally retained Non-Domestic Rates	-3,999,110	<b>-4,509,197</b>	-4,914,042	-3,896,920	-4,033,596
Plus: NNDR from Renewable Energy	-693,304	<b>-764,928</b>	-764,928	-764,928	-764,928
<b>COUNCIL TAX REQUIREMENT</b>	<b>7,162,535</b>	<b>7,392,889</b>	<b>7,704,611</b>	<b>8,025,025</b>	<b>8,354,334</b>

	Estimate 2022-23 £	Estimate 2023-24 £	Estimate 2024-25 £	Estimate 2025-26 £	Estimate 2026-27 £
Unallocated Surplus Savings Reserve					
In hand at 1st April	8,130,907	<b>7,100,444</b>	4,579,707	2,128,865	0
Movement in year	-1,030,463	<b>-2,520,737</b>	-2,450,842	-2,128,865	0
In hand at 31st March	<b>7,100,444</b>	<b>4,579,707</b>	2,128,865	0	0

<b>IMPLIED BAND 'D' COUNCIL TAX</b> (District only i.e. excluding parish levies)					
Demand on Collection Fund as above	7,162,535	<b>7,392,889</b>	7,704,611	8,025,025	8,354,334
Less Parish Precepts as above	2,739,806	<b>2,849,398</b>	2,920,633	2,993,649	3,068,490
	<b>4,422,729</b>	<b>4,543,491</b>	<b>4,783,978</b>	<b>5,031,376</b>	<b>5,285,844</b>
Council Tax Base	31,115.3	<b>31,964.9</b>	32,513.1	33,070.7	33,637.8
District Council Tax - Band D	142.14	<b>142.14</b>	147.14	152.14	157.14

Description	Budget 2022/23	Estimate 2023/24	Estimate 2024/25	Estimate 2025/26	Estimate 2026/27
<b>Operational Services</b>					
Building Regulations	30,900	<b>36,736</b>	37,112	37,258	37,407
Civic Amenities	9,828	<b>0</b>	0	0	0
Climate Change	100,000	<b>100,000</b>	100,000	100,000	100,000
Community Projects & Grants	189,099	<b>193,482</b>	196,322	198,131	199,976
Community Safety	57,661	<b>62,133</b>	63,695	64,482	65,451
Cons. Area & Listed Buildings	64,569	<b>69,861</b>	71,775	72,944	74,136
Customer Services	493,405	<b>543,885</b>	560,802	572,804	584,510
Dog Warden Scheme	36,022	<b>43,226</b>	44,416	45,265	46,131
Emergency Planning	28,665	<b>30,024</b>	30,369	30,690	31,018
Environmental	146,705	<b>147,961</b>	148,855	151,640	154,480
Environmental Health	423,589	<b>529,805</b>	545,172	558,109	548,225
Homelessness	377,911	<b>247,158</b>	327,712	354,999	476,332
Information Technology	872,889	<b>993,612</b>	1,001,528	1,018,963	1,036,746
Leisure Centre	-471,469	<b>-301,550</b>	-447,030	-506,347	-552,615
Licencing - Env Services	11,835	<b>19,067</b>	17,695	13,014	7,191
Marketing & Grants	73,229	<b>42,192</b>	42,832	43,271	42,832
Nuisances	80,306	<b>103,673</b>	106,683	108,719	110,796
Parish Forums	1,500	<b>1,500</b>	1,500	1,500	1,500
Performance Management	10,400	<b>0</b>	0	0	0
Pest Control	9,866	<b>11,033</b>	11,350	11,568	11,790
Planning	144,837	<b>253,594</b>	281,309	295,581	310,245
Public Relations	102,779	<b>109,883</b>	113,167	115,406	117,690
Recycling	1,051,426	<b>1,276,987</b>	1,636,399	1,669,128	1,702,511
Refuse Collection	1,237,556	<b>1,497,443</b>	1,557,341	1,588,488	1,620,258
Street Cleansing	724,356	<b>876,471</b>	911,530	929,761	948,356
Street Naming & Numbering	16,289	<b>16,704</b>	19,139	19,432	19,731
The Old Gaol House	0	<b>0</b>	0	0	0
Travellers Sites	-22,000	<b>-18,159</b>	-16,937	-17,096	-18,081
	<b>5,802,153</b>	<b>6,886,721</b>	<b>7,362,736</b>	<b>7,477,710</b>	<b>7,676,616</b>
<b>Finance &amp; Assets</b>					
Asset Management	141,918	<b>150,433</b>	153,442	153,442	153,442
Award Ditches	9,276	<b>9,833</b>	10,226	10,431	10,640
Civic Relations	22,448	<b>23,692</b>	24,217	24,536	24,862
Closed Churchyards	30,558	<b>32,391</b>	33,687	34,361	35,048
Community Transport	15,000	<b>15,000</b>	15,000	15,000	15,000
Corp. Man. Policy Research / Review	159,973	<b>383,181</b>	440,107	447,123	454,314
Council Tax Collection Costs	423,264	<b>538,783</b>	550,358	566,293	577,496
Data Management	96,167	<b>110,822</b>	117,870	119,417	120,995
Economic Development	43,430	<b>107,877</b>	117,933	124,555	131,310
Finance	365,772	<b>295,597</b>	304,159	310,100	316,162
General Gang	87,128	<b>99,271</b>	101,963	103,422	104,910
Health & Safety (Work)	22,857	<b>26,696</b>	27,230	27,557	27,891
Housing Benefits	364,917	<b>410,147</b>	429,040	451,107	461,780
Housing Strategy	274,130	<b>192,954</b>	201,870	208,608	215,480
Human Resources (including training)	222,112	<b>242,675</b>	262,987	265,810	268,689
Interest & Financial Transactions	-81,594	<b>-660,452</b>	-610,294	-383,083	-241,317
Internal Audit	74,278	<b>79,669</b>	82,415	84,461	86,558
Land Charges Admin	-36,498	<b>-52,356</b>	-52,386	-53,959	-55,563
Legal Services	254,869	<b>165,269</b>	170,236	173,189	176,201
Local Elections	22,500	<b>22,500</b>	22,500	22,500	22,500
Local Plans	95,000	<b>125,111</b>	126,962	128,024	129,096
Management Team	418,878	<b>771,860</b>	805,149	867,821	884,929
Markets	0	<b>0</b>	0	0	0
Member & Committee Support	562,984	<b>627,641</b>	618,014	629,839	641,900
Misc. Financial Services	715,692	<b>722,713</b>	676,951	715,523	783,427
Miscellaneous Properties	-45,940	<b>-45,473</b>	-45,490	-45,524	-45,558
NNDR Collection Costs	45,264	<b>38,166</b>	33,325	35,268	38,305
Out Of Hours Service	15,000	<b>14,000</b>	14,420	14,708	15,002
Parking of Vehicles	61,276	<b>117,966</b>	124,476	129,166	133,951
Parks and Open Spaces	262,873	<b>356,551</b>	378,445	389,226	400,223
Payroll	77,231	<b>92,770</b>	95,104	96,867	98,665
Public Conveniences	147,830	<b>185,776</b>	190,129	192,945	195,821
Registration of Electors	51,721	<b>45,091</b>	46,015	46,015	46,015
Reprographics	139,032	<b>156,130</b>	178,659	180,913	183,403
Office Accommodation	382,402	<b>566,749</b>	581,056	590,870	600,881
Sport & Recreation Admin	165,980	<b>92,548</b>	66,864	68,784	70,742
	<b>5,607,728</b>	<b>6,061,581</b>	<b>6,292,639</b>	<b>6,745,315</b>	<b>7,083,200</b>
<b>Total</b>	<b>11,409,881</b>	<b>12,948,302</b>	<b>13,655,375</b>	<b>14,223,025</b>	<b>14,759,816</b>

## Reserve Accounts

## Agenda Item 7 Appendix 2

Description	2022/23				2023/24			
	Opening Balance 1	Transfers to Reserve	Contributions from Reserve	Forecast Balance 31	Opening Balance 1	Transfers to Reserve	Contributions from Reserve	Forecast Balance 31
	April			March	April			March
	£	£	£	£	£	£	£	£
District Elections	127,181	22,500		149,681	149,681		(85,117)	64,564
Historic Buildings Grants	6,190			6,190	6,190			6,190
Housing Conditions Survey	20,000	5,000		25,000	25,000	5,000		30,000
Building Control	23,155			23,155	23,155			23,155
Change Management	243,870		(12,312)	231,558	231,558		(164,953)	66,605
Major Project Development	100,000		(20,000)	80,000	80,000			80,000
Surplus Savings Reserve	8,130,907		(1,030,463)	7,100,444	7,100,444		(2,520,737)	4,579,707
Vehicle Replacements	89,187			89,187	89,187			89,187
Sports Facilities Funding Reserve	300,000			300,000	300,000			300,000
IT	120,000	40,000		160,000	160,000	40,000	(100,000)	100,000
CIL	8,106,716	4,150,000	(3,200,000)	9,056,716	9,056,716	1,400,000	(1,000,000)	9,456,716
CIL Admin	226,560	70,000	(100,000)	196,560	196,560	70,000	(100,000)	166,560
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		(121,800)	100,000	100,000			100,000
General Fund Balance	1,050,982	12,312		1,063,294	1,063,294	164,953		1,228,247
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	48,523		48,523	48,523	56,959		105,482
Enterprise Zone NNDR	658,813	216,132	(50,000)	824,945	824,945	216,132	(35,000)	1,006,077
Cambridgeshire Horizons - General	790,000		(307,216)	482,784	482,784			482,784
Cambridgeshire Horizons - A14	1,050,000		(42,000)	1,008,000	1,008,000		(42,000)	966,000
Growth and Infrastructure Fund	2,000,000	307,216	(50,000)	2,257,216	2,257,216		(1,100,000)	1,157,216
Council Tax / NNDR Carry Forwards	1,457,533		(1,457,533)	0	0			0
Climate Change	84,466		(50,000)	34,466	34,466			34,466
Other								
Section 106 Agreements	3,473,616		(500,000)	2,973,616	2,973,616		(500,000)	2,473,616
Internal Borrowing	(9,489,638)	(5,756,900)	5,233,927	(10,012,611)	(10,012,611)	(5,475,000)	327,765	(15,159,846)
<b>Total Reserves</b>	<b>18,999,448</b>	<b>(885,217)</b>	<b>(1,707,397)</b>	<b>16,406,834</b>	<b>16,406,834</b>	<b>(3,521,956)</b>	<b>(5,320,042)</b>	<b>7,564,836</b>

## Reserve Accounts

## Agenda Item 7 Appendix 2

Description	2024/25				2025/26			
	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	64,564	22,500		87,064	87,064	22,500		109,564
Historic Buildings Grants	6,190			6,190	6,190			6,190
Housing Conditions Survey	30,000	5,000		35,000	35,000	5,000		40,000
Building Control	23,155			23,155	23,155			23,155
Change Management	66,605		(66,605)	(0)	(0)			(0)
Major Project Development	80,000			80,000	80,000			80,000
Surplus Savings Reserve	4,579,707		(2,450,842)	2,128,865	2,128,865		(2,128,865)	0
Vehicle Replacements	89,187			89,187	89,187			89,187
Sports Facilities Funding Reserve	300,000			300,000	300,000			300,000
IT	100,000	40,000		140,000	140,000	40,000		180,000
CIL	9,456,716	1,400,000	(1,000,000)	9,856,716	9,856,716	1,400,000	(1,000,000)	10,256,716
CIL Admin	166,560	70,000	(100,000)	136,560	136,560	70,000	(100,000)	106,560
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	100,000			100,000	100,000			100,000
General Fund Balance	1,228,247	74,096		1,302,343	1,302,343	187,527		1,489,870
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	105,482	56,959		162,441	162,441	56,959		219,400
Enterprise Zone NNDR	1,006,077	216,132		1,222,209	1,222,209	216,132		1,438,341
Cambridgeshire Horizons - General	482,784			482,784	482,784			482,784
Cambridgeshire Horizons - A14	966,000		(42,000)	924,000	924,000		(42,000)	882,000
Growth and Infrastructure Fund	1,157,216		(1,157,216)	0	0			0
Council Tax / NNDR Carry Forwards	0			0	0			0
Climate Change	34,466			34,466	34,466			34,466
Other								
Section 106 Agreements	2,473,616		(500,000)	1,973,616	1,973,616		(500,000)	1,473,616
Internal Borrowing	(15,159,846)	(200,000)	4,676,098	(10,683,748)	(10,683,748)	0	4,176,098	(6,507,650)
<b>Total Reserves</b>	<b>7,564,836</b>	<b>1,684,687</b>	<b>(640,565)</b>	<b>8,608,958</b>	<b>8,608,958</b>	<b>1,998,118</b>	<b>405,233</b>	<b>11,012,309</b>

**EAST CAMBRIDGESHIRE DISTRICT COUNCIL**

**FEES AND CHARGES SCHEDULE 2023-24**

Description	VAT code	Discretionary or Statutory	Charge for 2022/23	Proposed Charge for 2023/24
<b><u>COMMUNITY SERVICES</u></b>				
<b>BUSINESS PARKING PERMIT SCHEME</b>				
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
<b>CAR PARKING – ANGEL DROVE, ELY</b>				
Cost per day (except Saturdays & Bank Holidays)	SR	Discretionary	£3.00	£3.00
Season Ticket – Weekly (6 days)	SR	Discretionary	£12.00	£12.00
Season Ticket – Quarterly	SR	Discretionary	£145.00	£145.00
Season Ticket – Annual	SR	Discretionary	£506.00	£506.00
<b>CAR PARKING – THE DOCK, ELY</b>				
Cost per day (except Saturdays & Bank Holidays)	SR	Discretionary	£3.00	£3.00
Season Ticket – Weekly (6 days)	SR	Discretionary	£12.00	£12.00
Season Ticket – Quarterly	SR	Discretionary	£145.00	£145.00
Season Ticket – Annual	SR	Discretionary	£506.00	£506.00
<b>CAR PARKING – LITTLEPORT STATION</b>				
<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
<b>FIXED PENALTY PARKING FINES</b>				
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
<b>ELY RIVERSIDE</b>				
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)
<b><u>DEVELOPMENT SERVICES</u></b>				
<b>PLANNING PRE APPLICATION ADVICE</b>				
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	£43.00	£46.00

Description	VAT code	Discretionary or Statutory	Charge for 2022/23	Proposed Charge for 2023/24
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	£43.00	£46.00
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	£86.00	£92.00
Householder Schemes – Building Control Advice - Written advice only	SR	Discretionary	£24.00	£25.70
Householder Schemes – Building Control Advice - Meeting and written advice	SR	Discretionary	£46.00	£49.00
Householder Schemes – Heritage Advice – Written advice only	SR	Discretionary	£11.00	£12.00
Householder Schemes – Heritage Advice– Meeting only	SR	Discretionary	£11.00	£12.00
Householder Schemes – Heritage Advice– Meeting and written advice	SR	Discretionary	£21.50	£23.00
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	£153.00	£164.00
Small Scale Minor Development – Residential schemes 1-2 dwellings. Other buildings up to 999sqm. Meeting only	SR	Discretionary	£255.00	£273.00
Small Scale Minor Development – Residential schemes 1-2 dwellings. Other buildings up to 999sqm. Meeting and Written Advice	SR	Discretionary	£408.00	£437.00
Small Scale Minor Development – Subsequent Advice on Amended Schemes. Written Advice	SR	Discretionary	£76.50	£82.00
Small Scale Minor Development – Subsequent Advice on Amended Schemes. Meeting only	SR	Discretionary	£127.50	£136.00
Small Scale Minor Development – Subsequent Advice on Amended Schemes. Meeting and Written Advice	SR	Discretionary	£204.00	£218.00
Small Scale Minor Development – Building Control Advice. Written Advice	SR	Discretionary	£58.00	£62.00
Small Scale Minor Development – Building Control Advice. Meeting and Written Advice	SR	Discretionary	£122.50	£131.00
Small Scale Minor Development – Heritage Advice. Written Advice	SR	Discretionary	£32.65	£35.00
Small Scale Minor Development – Heritage Advice. Meeting only	SR	Discretionary	£32.65	£35.00
Small Scale Minor Development – Heritage Advice. Meeting and Written Advice	SR	Discretionary	£63.00	£67.00
Minor Residential Schemes 3-9 dwellings – Written Advice only	SR	Discretionary	£255.00	£273.00
Minor Residential Schemes 3-9 dwellings – Meeting only	SR	Discretionary	£357.00	£382.00
Minor Residential Schemes 3-9 dwellings – Meeting and Written Advice	SR	Discretionary	£612.00	£655.00
Minor Residential Schemes 3-9 dwellings – Subsequent Advice on Amended Schemes - Written Advice only	SR	Discretionary	£127.50	£136.00
Minor Residential Schemes 3-9 dwellings – Subsequent Advice on Amended Schemes - Meeting only	SR	Discretionary	£178.50	£191.00
Minor Residential Schemes 3-9 dwellings – Subsequent Advice on Amended Schemes - Meeting and Written Advice	SR	Discretionary	£306.00	£327.00
Minor Residential Schemes 3-9 dwellings – Building Control Advice - Written Advice only	SR	Discretionary	£106.00	£113.00
Minor Residential Schemes 3-9 dwellings – Building Control Advice - Meeting and Written Advice	SR	Discretionary	£180.50	£193.00
Minor Residential Schemes 3-9 dwellings – Heritage Advice - Written Advice only	SR	Discretionary	£63.00	£67.00

Description	VAT code	Discretionary or Statutory	Charge for 2022/23	Proposed Charge for 2023/24
Minor Residential Schemes 3-9 dwellings – Heritage Advice - Meeting only	SR	Discretionary	£63.00	£67.00
Minor Residential Schemes 3-9 dwellings – Heritage Advice - Meeting and Written Advice	SR	Discretionary	£127.50	£136.00
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	£408.00	£437.00
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	£459.00	£491.00
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	£867.00	£928.00
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	£204.00	£218.00
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	£229.50	£246.00
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	£432.50	£463.00
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	£180.50	£193.00
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	£298.00	£319.00
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	£80.00	£86.00
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	£80.00	£86.00
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	£159.00	£170.00
Large Scale Major Development – 41-99 Dwellings - Site are over 0.5ha. 5000sqm plus floor spaces - Meeting Only.	SR	Discretionary	£561.00	£600.00
Large Scale Major Development – 41-99 Dwellings - Site are over 0.5ha. 5000sqm plus floor spaces - Meeting and Written Advice	SR	Discretionary	£1,173.00	£1,255.00
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	£279.50	£299.00
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	£586.50	£628.00
Large Scale Major Residential Development – 41-99 Dwellings - Building Control Advice - Written Advice	SR	Discretionary	£298.00	£319.00

Description	VAT code	Discretionary or Statutory	Charge for 2022/23	Proposed Charge for 2023/24
Large Scale Major Residential Development – 41-99 Dwellings - Building Control Advice - Meeting and Written Advice	SR	Discretionary	£419.00	£448.00
Large Scale Major Residential Development – 41-99 Dwellings - Heritage Advice - Meeting Only	SR	Discretionary	£159.00	£170.00
Large Scale Major Residential Development – 41-99 Dwellings - Heritage Advice - Meeting and Written Advice	SR	Discretionary	£159.00	£170.00
Strategic Development – 100 plus dwellings or mixed use development that includes 1000sqm of non-residential floor space. Accompanied site visit.	SR	Discretionary	£1,844.00	£1,973.00
Strategic Development – 100 plus dwellings or mixed use development that includes 1000sqm of non-residential floor space. Advice on Amended Schemes	SR	Discretionary	£917.00	£981.00
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	£365.00	£391.00
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	£159.00	£170.00
High Hedge Complaint	SR	Discretionary	£477.00	£510.00
Admin Charge if we return application because information requested for validation is not provided within timescale - Householder	SR	Discretionary	£26.50	£28.00
Admin Charge if we return application because information requested for validation is not provided within timescale - Minor & Other Applications	SR	Discretionary	£53.00	£57.00
Admin Charge if we return application because information requested for validation is not provided within timescale - Major Applications	SR	Discretionary	£159.00	£170.00
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	£159.00	£170.00
Listed Building Advice for alteration or extension to a listed building or development within the curtilage if a listed building - Site visit (No written advice)	SR	Discretionary	£102.00	£109.00
Registration and annual fee to be included on the register under the Self Build and Custom Housing Building Act 2015	OS	Discretionary	£21.50	£23.00
<b>PLANNING APPLICATIONS</b>				
<b>See separate document for scale of fee for planning applications, determinations, certificates of lawful use or development and advertising consents</b>				
<a href="#">Planning Portal Fees Legislation Link</a>				
<b><u>BUILDING REGULATION CHARGES</u></b>				

TABLE 1 – Standard charges for new dwellings and flats up to 300m2 and not more than 3 storeys.

Description	VAT code	Discretionary or Statutory	Charge for 2022/23	Proposed Charge for 2023/24
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 <a href="mailto:bcservices@eastcambs.gov.uk">bcservices@eastcambs.gov.uk</a>				
<b>PLEASE NOTE THAT BUILDING CONTROL FEES FOR 2023-24 WERE APPROVED BY OPERATIONAL SERVICES COMMITTEE ON THE 14TH NOVEMBER 2022</b>				
(ALL FEES ARE INCLUSIVE OF VAT UNLESS OTHERWISE STATED)				
<b>TABLE 1 – NEW DWELLINGS/FLATS &amp; DWELLINGS/FLATS FORMED BY CHANGE OF USE</b>				
<b>Full Plans Application/Plan Check Fee</b>				
1 Dwelling	SR		£226.00	£245.70
2 Dwellings	SR		£314.00	POA
2+ Dwellings	SR		POA	POA
<b>Full Plans Application Inspection Fee</b>				
1 Dwelling	SR		£548.00	£642.60
2 Dwellings	SR		£873.00	POA
2+ Dwellings	SR		POA	POA
<b>Building Notice Application (NO VAT)</b>				
1 Dwelling	OS		£727.00	£945.00
2 Dwellings	OS		£1,262.00	POA
2+ Dwellings	OS		POA	POA
<b>Regularisation Application (No VAT)</b>				
1 Dwelling	OS		£893.00	£992.25
2 Dwellings	OS		£1,262.00	POA
2+ Dwellings	OS		POA	POA
<b>Electrical Check &amp; Testing</b>				
1 Dwelling	SR		£893.00	POA
2 Dwellings	SR		£1,262.00	POA
2+ Dwellings	SR		POA	POA
<b>TABLE 2 – DOMESTIC EXTENSIONS AND CONVERSIONS</b>				
<b>Extension or annex with floor area not exceeding 10m1</b>				
Full Plans Application Plan Check Fee	SR		£189.00	£189.00
Full Plans Application Inspection Fee's	SR		£340.00	£378.00
Building Notice Application	SR		£609.00	£604.80
Regularisation Application No VAT	OS		£623.00	£655.20
<b>Extension or annex with floor area not exceeding 10m2 Extension or annex with floor area exceeding 10m2 but not exceeding 40m2</b>				
Full Plans Application Plan Check Fee	SR		£189.00	£189.00
Full Plans Application Inspection Fee's	SR		£454.00	£453.60
Building Notice Application	SR		£732.00	£737.10

Description	VAT code	Discretionary or Statutory	Charge for 2022/23	Proposed Charge for 2023/24
Regularisation Application No VAT	OS		£750.00	£798.53
<b>Extension or annex with floor area exceeding 40m2 but not exceeding 100m2</b>				
Full Plans Application Plan Check Fee	SR		£189.00	£226.80
Full Plans Application Inspection Fee's	SR		£596.00	£604.80
Building Notice Application	SR		£888.00	£907.20
Regularisation Application No VAT	OS		£909.00	£982.80
<b>A building or extension comprising solely of a garage, carport or store the total floor area not exceeding 60m2</b>				
Full Plans Application Plan Check Fee	SR		£189.00	£189.00
Full Plans Application Inspection Fee's	SR		£284.00	£302.40
Building Notice Application	SR		£546.00	£548.10
Regularisation Application No VAT	OS		£543.00	£573.30
<b>First or second floor loft conversions with a floor area not exceeding 100m2</b>				
Full Plans Application Plan Check Fee	SR		£189.00	£207.90
Full Plans Application Inspection Fee's	SR		£355.00	£378.00
Building Notice Application	SR		£694.00	£699.30
Regularisation Application No VAT	OS		£709.00	£757.58
<b>Garage conversion up to 60m2</b>				
Full Plans Application Plan Check Fee	SR		£125.00	£132.30
Full Plans Application Inspection Fee's	SR		£291.00	£302.40
Building Notice Application	SR		£396.00	£453.60
Regularisation Application No VAT	OS		£408.00	£476.28
Electrical Check & Testing			£228.00	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.				
<b>TABLE 3 – DOMESTIC ALTERATIONS</b>				
<b>Renovation of a thermal element</b>				
Full Plans Application Plan Check fee	SR		£143.00	£151.20
Plan Check fee Full Plans Application	SR		£0.00	£0.00
Building Notice Application	SR		£142.00	£151.20
Regularisation Application No VAT	OS		£160.00	£163.80
<b>Replacement of windows, roof lights, roof windows or external glazed doors</b>				
Full Plans Application Plan Check fee	SR		£113.00	£132.30
Plan Check fee Full Plans Application	SR		£0.00	£0.00
Building Notice Application	SR		£113.00	£132.30
Regularisation Application No VAT	OS		£127.00	£143.33
<b>Replacement Boiler/New wood burner</b>				
Full Plans Application Plan Check fee	SR		£143.00	£151.20
Plan Check fee Full Plans Application	SR		£0.00	£0.00
Building Notice Application	SR		£143.00	£151.20
Regularisation Application No VAT	OS		£160.00	£163.80
<b>Renewable Energy systems/installation of wood burner</b>				
Full Plans Application Plan Check fee	SR		£143.00	£151.20
Plan Check fee Full Plans Application	SR		£0.00	£0.00

Description	VAT code	Discretionary or Statutory	Charge for 2022/23	Proposed Charge for 2023/24
Building Notice Application	SR		£143.00	£151.20
Regularisation Application No VAT	OS		£160.00	£163.80
<b>Alterations with a cost up to £5,000</b>				
Full Plans Application Plan Check fee	SR		£254.00	£283.50
Plan Check fee Full Plans Application	SR		£0.00	£0.00
Building Notice Application	SR		£255.00	£283.50
Regularisation Application No VAT	OS		£287.00	£307.13
<b>Alterations exceeding £5,000 but not exceeding £10,000</b>				
Full Plans Application Plan Check fee			£188.00	£189.00
Plan Check fee Full Plans Application			£198.00	£226.80
Building Notice Application			£411.00	£415.80
Regularisation Application No VAT			£472.00	£450.45
<b>Alterations exceeding £10,000 but not exceeding £20,000</b>				
Full Plans Application Plan Check fee	SR		£188.00	£189.00
Plan Check fee Full Plans Application	SR		£325.00	£302.40
Building Notice Application	SR		£538.00	£529.20
Regularisation Application No VAT	OS		£606.00	£573.30
<b>Alterations exceeding £20,000 but not exceeding £50,000</b>				
Full Plans Application Plan Check fee	SR		£188.00	£189.00
Plan Check fee Full Plans Application	SR		£411.00	£415.80
Building Notice Application	SR		£686.00	£680.40
Regularisation Application No VAT	OS		£701.00	£737.10
<b>Alterations exceeding £50,000 but not exceeding £100,000</b>				
Full Plans Application Plan Check fee	SR		£188.00	£226.80
Plan Check fee Full Plans Application	SR		£532.00	£529.20
Building Notice Application	SR		£819.00	£831.60
Regularisation Application No VAT	OS		£837.00	£848.93
<b>Electrical work up to a value of £10,000</b>				
Full Plans Application Plan Check fee	SR		£238.00	£264.60
Plan Check fee Full Plans Application	SR		£0.00	£0.00
Building Notice Application	SR		£238.00	£264.60
Regularisation Application No VAT	OS		£303.00	£286.65
<b>Drainage works with a cost up to £5,000</b>				
Full Plans Application Plan Check fee	SR		£143.00	£151.20
Plan Check fee Full Plans Application	SR		£0.00	£0.00
Building Notice Application	SR		£142.00	£151.20
Regularisation Application No VAT	OS		£160.00	£163.80
<b>Electrical Check &amp; Testing</b>			£228.00	POA
<b>STREET NAMING &amp; NUMBERING</b>				
Property name additions/amendments/removals	OS	Discretionary	£53.00	£57.00
Naming of new streets	OS	Discretionary	£159.00	£170.00
Numbering of new properties				
1 property	OS	Discretionary	£53.00	£57.00
2 – 5 properties	OS	Discretionary	£80.00	£86.00
6 – 10 properties	OS	Discretionary	£106.00	£113.00

Description	VAT code	Discretionary or Statutory	Charge for 2022/23	Proposed Charge for 2023/24
11 – 25 properties	OS	Discretionary	£159.00	£170.00
26 – 50 properties	OS	Discretionary	£265.00	£284.00
51 – 100 properties	OS	Discretionary	£424.00	£455.00
101 + properties	OS	Discretionary	£530.00	£567.00
			Plus £10.50 per property over 101	Plus £11.25 per property over 101
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	£26.50	£28.00
Renumbering of scheme following development replan (after notification of numbering scheme issued)	OS	Discretionary	£102.00 + £10 per property	£109.00 + £11.25 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	£52 per property	£55.50 per property
1 <sup>st</sup> set of nameplates erected for each new street if one nameplate required	OS	Discretionary	£238.70	£255.00
1 <sup>st</sup> set of nameplates erected for each new street if two nameplates required	OS	Discretionary	£345.00	£369.00
For each additional nameplate that is required to be erected at other junctions and entrances onto the new street	OS	Discretionary	£106.00	£113.00
Challenges/requests/revisions to existing street naming and numbering schemes	OS	Discretionary		
<b>E-SPACE BUSINESS CENTRES</b>				
Ely – Annual rental charge per square foot (effective for new leases and on renewals)	SR	Discretionary	£31.70	£34.00
Littleport – Annual rental charge per square foot (effective on new leases and on renewals)	SR	Discretionary	£21.00	£22.50
<b>PHOTOCOPYING CHARGES</b>				
Up to 10 A4 pages	SR	Discretionary	No charge	No charge
11 A4 pages and over	SR	Discretionary	£1.20 plus 10p per copy	£1.30 plus 10p per copy
A3 copies (2xA4)	SR	Discretionary	As above plus 20p per copy	As above plus 20p per copy
A2 copies (4xA4)	SR	Discretionary	As above plus 40p per copy	As above plus 40p per copy
A1 copies (8xA4)	SR	Discretionary	As above plus 80p per copy	As above plus 80p per copy
Copy of Building Control Completion Certificate			£10.60	£11.35
<b>ENVIRONMENTAL SERVICES</b>				
Safer Food Better Business Mentoring Scheme	SR	Discretionary	£50 per hour	£57 per hour

Description	VAT code	Discretionary or Statutory	Charge for 2022/23	Proposed Charge for 2023/24
Safer Food Better Business Packs Collected Posted		Discretionary Discretionary	£12.00 £14.40	£15.00 £17.00
Safer Food Better Business Packs Diary refill Collected Posted		Discretionary Discretionary		£7.00 £9.00
Re-rating inspection fee for food business	OS	Discretionary	£137.00	£150.00
<b>LICENCING</b>				
<b>PLEASE NOTE THAT LICENCING FEES FOR 2023-24 WERE APPROVED BY LICENCING COMMITTEE ON THE 15TH NOVEMBER 2022</b>				
<b>HYPNOTISM</b>				
Daily permit to stage a show	OS	Discretionary	£93.00	£93.00
<b>GAMBLING ACT 2005</b>				
<b>Casino Premises Licence - Regional</b>				
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
<b>Casino Premises Licence - Large</b>				
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
<b>Casino Premises Licence - Small</b>				
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
<b>Casino Premises Licence - Converted</b>				

Description	VAT code	Discretionary or Statutory	Charge for 2022/23	Proposed Charge for 2023/24
Maximum conversion application fee for non fast track application	OS	Statutory	£2,000.00	£2,000.00
Annual fee	OS	Statutory	£3,000.00	£3,000.00
Fee for application to vary licence	OS	Statutory	£2,000.00	£2,000.00
Fee for application to transfer licence	OS	Statutory	£1,350.00	£1,350.00
Fee for application for reinstatement of a licence	OS	Statutory	£1,350.00	£1,350.00
<b>Bingo Premises Licence</b>				
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
<b>Adult Gaming Premises Licence</b>				
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
<b>Betting Premises (Track) Licence</b>				
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
<b>Family Entertainment Centre Premises Licence</b>				
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

Description	VAT code	Discretionary or Statutory	Charge for 2022/23	Proposed Charge for 2023/24
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
<b>Betting Premises (Other) Licence</b>				
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
<b>Temporary Use Notices</b>				
Temporary Use Notice fee	OS	Statutory	£500.00	£500.00
Replacement of an endorsed copy	OS	Statutory	£25.00	£25.00
<b>All premises licences</b>				
Change of circumstances fee	OS	Statutory	£50.00	£50.00
Fee for a copy licence	OS	Statutory	£25.00	£25.00
<b>GAMBLING ACT 2005 PERMITS</b>				
<b>Family Entertainment Centre Gaming Machine Permit</b>				
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
<b>Club Gaming Permits</b>				
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
<b>Club Machine Permits</b>				
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
<b>Alcohol Licensed Premises – 2 or less machines</b>				
Notification fee	OS	Statutory	£50.00	£50.00

Description	VAT code	Discretionary or Statutory	Charge for 2022/23	Proposed Charge for 2023/24
<b>Alcohol Licensed Premises – more than 2 machines</b>				
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
<b>Prize Gaming Permits (pubs)</b>				
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
<b>Registration Of Small Society Lotteries</b>				
Lottery registration	OS	Statutory	£40.00	£40.00
Lottery renewals	OS	Statutory	£20.00	£20.00
<b>HACKNEY CARRIAGE AND PRIVATE HIRE FEES</b>				
<b>New Driver Licence Application for 12 months</b>				
Joint Hackney Carriage <u>and</u> Private Hire (incl. 1st knowledge test)	OS	Discretionary	£217.00	£229.00
Knowledge Test Re-sit	OS	Discretionary	£20.00	£32.00
<b>Renewal of Driver Licence Application for 12 months</b>				
Joint Hackney Carriage <u>and</u> Private Hire	OS	Discretionary	£175.00	£175.00
<b>New Driver Licence Application for 36 months</b>				
Joint Hackney Carriage <u>and</u> Private Hire (incl. 1st knowledge test)	OS	Discretionary	£567.00	£579.00
<b>Renewal of Driver Licence Application for 36 months</b>				
Joint Hackney Carriage <u>and</u> Private Hire	OS	Discretionary	£570.00	£525.00
<b>General driver fees</b>				
Three yearly Criminal Records Bureau disclosure		Discretionary	£49.00	N/A
DVLA check		Discretionary	£5.00	£5.00
<b>New Vehicle (Plate) Licence Application</b>				
Private Hire Vehicle Licence – 1 year	OS	Discretionary	£250.00	£250.00
Hackney Carriage Vehicle Licence – 1 year	OS	Discretionary	£250.00	£250.00
<b>Renewal Vehicle (Plate) Licence Application</b>				
Private Hire Vehicle Licence – 1 year	OS	Discretionary	£250.00	£250.00
Hackney Carriage Vehicle Licence – 1 year	OS	Discretionary	£250.00	£250.00
<b>Transfer of Vehicle Plate/licence</b>				
Private Hire	OS	Discretionary	£35.00	£35.00
Hackney Carriage	OS	Discretionary	£25.00	£25.00
<b>Variation of Vehicle Plate/licence</b>				
Private Hire	OS	Discretionary	£35.00	£35.00
Hackney Carriage	OS	Discretionary	£25.00	£35.00

Description	VAT code	Discretionary or Statutory	Charge for 2022/23	Proposed Charge for 2023/24
<b>Private Hire Operator's Licence</b>				
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
<b>Replacement Items (charge applicable per licence)</b>				
Joint P/H & H/C Licence	OS	Discretionary	£10.50	£10.50
P/H or H/C Vehicle Licence	OS	Discretionary	£10.50	£10.50
Private Hire Operator Licence	OS	Discretionary	£10.50	£10.50
Joint P/H and H/C Driver Badge/ID	OS	Discretionary	£10.50	£10.50
P/H or H/C Vehicle Plate	OS	Discretionary	£20.00	£20.00
Joint P/H and H/C Driver change of address	OS	Discretionary	£10.50	£10.50
P/H and H/C Vehicle change of address	OS	Discretionary	£10.50	£10.50
Theft, loss etc of a licence	OS	Discretionary	£10.50	£10.50
Replacement door sticker	OS	Discretionary	£6.00	£6.00
DBS update service check	OS	Discretionary	£5.00	£5.00
Knowledge test re-sit fee	OS	Discretionary	£20.00	£32.00
DBS enhanced check (where no DBS update service option available)	OS	Discretionary	£49.00	N/A
DVLA licence check	OS	Discretionary	£5.00	£5.00
<b>PARK HOMES / CARAVAN SITES / MOBILE HOMES</b>				
<b>Costs of New Applications</b>				
1-5 pitches	OS	Discretionary	£220.00	£235.00
6-10 pitches	OS	Discretionary	£241.75	£259.00
11-20 pitches	OS	Discretionary	£241.75	£259.00
21-50 pitches	OS	Discretionary	£261.00	£279.27
51-100 pitches	OS	Discretionary	£281.50	£301.21
Greater than 100 pitches	OS	Discretionary	£281.50	£301.21
<b>Annual Inspection Fees</b>				
1-5 pitches	OS	Discretionary	nil	nil
6-10 pitches	OS	Discretionary	£238.70	£255.41
11-20 pitches	OS	Discretionary	£238.70	£255.41
21-50 pitches	OS	Discretionary	£238.70	£255.41
51-100 pitches	OS	Discretionary	£279.50	£299.07
Greater than 100 pitches	OS	Discretionary	£279.50	£299.07
Cost of Laying Site Rules	OS	Discretionary	£29.00	£31.03
Cost of Variation / Transfer	OS	Discretionary	£106.00	£113.42
<b>ZOO LICENCE</b>				
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
<b>ANIMAL WELFARE LICENCE</b>				

Description	VAT code	Discretionary or Statutory	Charge for 2022/23	Proposed Charge for 2023/24
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
<b>DANGEROUS WILD ANIMALS (2 YR LICENCE)</b>				
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
<b>STRAY DOGS</b>				
Stray Dog Collection - per dog	OS	Statutory	£25.00	£25.00
Kennelling Charge per night/or few hours	OS	Discretionary	£16.80	£18.00
Stray dog collection (anytime)	OS	Discretionary	£52.00	£56.00
Transfer to Woodgreen	OS	Discretionary	£42.00	£45.00
Admin Fee	OS	Discretionary	£10.40	£11.00
<b>PRIVATE WATER SUPPLY SAMPLING</b>				
Risk Assessment (each assessment) - officer hourly rate x time taken up to a maximum fee	OS	Discretionary	Max £500.00	Max £500.00
Sampling (each visit) - officer hourly rate x time taken up to a maximum fee	OS	Discretionary	Max £100.00	Max £100.00
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
<b>Analysing a sample</b>				
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
<b>IMMIGRATION HOUSING INSPECTIONS</b>				
Production of housing condition reports	OS	Discretionary	£115.00	£123.00
<b>LICENSING OF HOUSES IN MULTIPLE OCCUPATION</b>				
Mandatory licence for 5 years	OS	Discretionary	£330.00	£353.00
<b>SKIN PIERCING (ACUPUNCTURE, TATTOING, PERMANENT AND SEMI PERMANENT SKIN COLOURING)</b>				
Premises	OS	Discretionary	£190.00	£190.00
Per Individual	OS	Discretionary	£190.00	£190.00

Description	VAT code	Discretionary or Statutory	Charge for 2022/23	Proposed Charge for 2023/24
Amendment of Export health or skin piercing certificate	OS	Discretionary	£10.70	£11.00
<b>SEX ESTABLISHMENTS</b>				
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
<b>TRAVELLER SITE RENTS</b>				
Earith Bridge – Site Rent per week	EX	Discretionary	£85.00	£91.00
Earith Bridge – Water & Waste Charge per week	EX	Discretionary	£10.00	£11.00
Wentworth – Site Rent per week	EX	Discretionary	£85.00	£91.00
Wentworth – Water & Waste Charge per week	EX	Discretionary	£10.00	£11.00
<b>STREET TRADING</b>				
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
<b>THE POLLUTION PREVENTION &amp; CONTROL ACT 1990 ENVIRONMENTAL PERMITTING REGULATIONS 2010</b>				
See link for nationally set figures <a href="#">Environment Permitting Regulations</a>		Statutory		
<b>LICENSING ACT 2003</b>				
<b>Personal Licence</b>				
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
<b>Temporary Event Notices</b>				
Temporary & Late Temporary Event Notices	OS	Statutory	£21.00	£21.00
Theft, loss etc of Temporary Event Notice	OS	Statutory	£10.50	£10.50
<b>Premises Licence</b>				
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
<b>Club Premises</b>				
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
<b>General</b>				

Description	VAT code	Discretionary or Statutory	Charge for 2022/23	Proposed Charge for 2023/24
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
<b>New Premises Licence Applications And Variations For Premises And Club Premises Licences</b>				
Band A	OS	Statutory	£100.00	£100.00
Band B	OS	Statutory	£190.00	£190.00
Band C	OS	Statutory	£315.00	£315.00
Band D	OS	Statutory	£450.00	£450.00
Band D when primary business Alcohol Sales x 2	OS	Statutory	£900.00	£900.00
Band E	OS	Statutory	£635.00	£635.00
Band E when primary business Alcohol Sales x 3	OS	Statutory	£1,905.00	£1,905.00
<b>Premises Annual Renewal</b>				
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
<b>Additional Fees For Large Venues And Events</b>				
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
<b>SCRAP METAL DEALER LICENCE</b>				
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
<b>WASTE</b>				

Description	VAT code	Discretionary or Statutory	Charge for 2022/23	Proposed Charge for 2023/24
<b>Bulky Waste</b>				
Up to three household items	OS	Discretionary	£26.50	£28.50
Fridge or freezer	OS	Discretionary	£26.50	£28.50
Initial cost of bins for new residential properties (this is for each bin provided)	OS	Discretionary	£26.50	£28.50
Annual Garden Waste Wheeled Bin Licence - this is for an additional bin	OS	Discretionary	£50.00	£57.00
Delivery and Administration Charge for additional blue bin (one off charge)	SR	Discretionary	£26.50	£28.50
Fly Tipping Fee	OS	Statutory	£400.00	£400.00
<b><u>Fixed Penalty Notices</u></b>				
Dog Fouling			£80.00	£80.00
Littering			£150.00	£150.00
Graffiti			£150.00	£150.00
Fly Posting			£150.00	£150.00
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
<b><u>Waste Duty of Care</u></b>				
FPN for breach by house holder				£200.00
FPN for breach by business				£300.00
Waste carriers licence requirements - FPN for breach				£300.00
<b>ENVIRONMENTAL PROTECTION ACT PERMIT</b>	OS	Statutory	Variable	
<b>EXPORT CERTIFICATE OF HEALTH</b>	OS	Discretionary	£100.00	£105.00
Amendment of Export Heath Certificate		Discretionary	£10.50	£11.00
<b><u>FACILITIES MANAGEMENT</u></b>				
<b>GARAGE RENTS – ST JOHNS ROAD, ELY</b>				
Monthly charge	SR	Discretionary	30.18 (Including VAT) plus RPI as at 1.1.22	32.20 (Including VAT) plus RPI as at 1.1.23
<b><u>LEGAL SERVICES</u></b>				
LLC1 ONLY	OS	Discretionary	£22.85	
CON29(R) ONLY	SR	Discretionary	£135.75	£145.25
STANDARD SEARCH - LLC1 AND CON29(R)	SR/OS	Discretionary	£158.60	£145.25
<b>CON29 OPTIONAL ENQUIRIES</b>				
Q4 Road proposal by private bodies	SR	Discretionary		
Q5. Advertisements	SR	Discretionary	£10.90	£11.66
Q6 Completion Notices	SR	Discretionary	£14.30	£15.30

Description	VAT code	Discretionary or Statutory	Charge for 2022/23	Proposed Charge for 2023/24
Q7 Parks and Countryside	SR	Discretionary	£10.90	£11.66
Q8 Pipelines	SR	Discretionary	£3.70	£3.96
Q9 Houses in Multiple Occupation	SR	Discretionary	£3.70	£3.96
Q10 Noise Abatement	SR	Discretionary	£3.20	£3.42
Q11 Urban Development Areas	SR	Discretionary	£10.90	£11.66
Q12 Enterprise Zones, Local Development Orders and BIDS	SR	Discretionary	£3.70	£3.96
Q13 Inner Urban Improvement Areas	SR	Discretionary	£3.70	£3.96
Q14 Simplified Planning Zones	SR	Discretionary	£10.90	£11.66
Q15 Land Maintenance Notices	SR	Discretionary	£10.90	£11.66
Q16 Mineral Consultation and Safeguarding Areas	SR	Discretionary	£5.20	£5.56
Q17 Hazardous Substance Consents	SR	Discretionary	£10.90	£11.66
Q18 Environmental and Pollution Notices	SR	Discretionary	£3.70	£3.96
Q19 Food Safety Notices	SR	Discretionary	£8.30	£8.88
Q20 Hedgerow Notices	SR	Discretionary	£3.70	£3.96
Q21 Flood Defence and Land Drainage Consents	SR	Discretionary	£5.40	£5.78
Q22 Common Land and Town or Village Green	SR	Discretionary	£10.70	£11.45
<b>Additional Enquiries</b>				
Additional Parcels of land	SR	Discretionary	£14.70	£15.73
Q24 Typed Enquiries	SR	Discretionary	£7.35	£7.86
<b>CON29 ENQUIRIES</b>				
1.1a-i Planning and Building Decisions and Pending			£10.10	£10.81
1.1 j-l Planning and Building Decisions and Pending			£4.30	£4.60
1.2 Planning designations and proposals			£1.00	£1.07
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	£4.00	£4.28
3.2 Other Matters - Is the property included in land required for road works	SR	Discretionary	HIGHWAYS	HIGHWAYS
3.3 Drainage Matters			£3.00	£3.21
3.4 Nearby Road Schemes			HIGHWAYS	HIGHWAYS
3.5 Nearby Railway Schemes			HIGHWAYS	HIGHWAYS
3.6 Traffic Schemes			HIGHWAYS	HIGHWAYS
3.7 Outstanding Notices (a) (b) (c) (d) & (f) only			£6.50	£6.96
3.8 Contravention of Building Regulations			£2.80	£3.00
3.9 Notices, Orders, Direction and Proceedings under			£4.80	£5.14
3.10 Community Infrastructure Levy (CIL)			£8.00	£8.56
3.11 Conservation Area			£4.20	£4.49
3.12 Compulsory Purchase			£4.20	£4.49
3.13 Contaminated Land			£1.00	£1.07
3.14 Radon Gas			£2.00	£2.14
3.15 Assets of Community Value			£5.40	£5.78
<b>REGISTER OF ELECTORS</b>				
<b>Sale of Copies of Register of Electors</b>				
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
<b>List of Overseas Electors</b>				
Data Form per 1000 electors or part of	OS	Statutory	£20.00 plus £1.50	£20.00 plus £1.50

Description	VAT code	Discretionary or Statutory	Charge for 2022/23	Proposed Charge for 2023/24
Printed Form per 1000 electors or part of	OS	Statutory	£10.00 plus £5.00	£10.00 plus £5.00
<b>LEGAL WORK</b>				
<b>Section 106 Agreements &amp; Variations</b>				
<b>Hourly rates ***</b>				
Director Legal Services	OS	Discretionary	£161.00	£172.00
Legal Assistant	OS	Discretionary	£130.60	£140.00
Senior Legal Assistant	OS	Discretionary	£141.00	£151.00
Land Charges Officer & Paralegal/Paralegal	OS	Discretionary	£53.00	£57.00
Information Officer	OS	Discretionary	£58.00	£62.00
Simple S106 - Standard Charge	OS	Discretionary	£1,145.00	£1,225.00
<b>Easements (e.g. Car parking verges etc)</b>				
Simple	OS	Discretionary	£720.00	£770.00
Complex	OS	Discretionary	See hourly rates above***	See hourly rates above***
<b>Conveyancing (e.g. POS, small parcels of land, small leases &amp; Licences, etc)</b>				
Simple	OS	Discretionary	£720.00	£770.00
Complex	OS	Discretionary	See hourly rates above***	See hourly rates above***
<b>Release of restrictive covenant</b>				
Simple	OS	Discretionary	£720.00	£770.00
Complex	OS	Discretionary	See hourly rates above***	See hourly rates above***
<b>Miscellaneous Deeds</b>				
Simple	OS	Discretionary	£720.00	£770.00
Complex	OS	Discretionary	See hourly rates above***	See hourly rates above***
<b>Prosecutions</b>				
Car Parking	OS	Discretionary	£108 plus Legal Officer presentation time at court and disbursements – i.e. if have to travel to Court	£115 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	£117.00	£125.00
All prosecutions			See hourly rates above***	See hourly rates above***
Miscellaneous removal of charge from property	OS	Discretionary	£117.00	£125.00
<b>Mortgages</b>				
Redemptions	OS	Discretionary	£235.00	£251.00
<b>Civil Cases</b>				
	OS	Discretionary	See hourly rates above***	See hourly rates above***

**Capital Programme 2022/23 to 2026/27**

<b>CAPITAL BUDGET</b>	<b>Projected Spend 2022/23</b>	<b>Proposed Budget 2023/24</b>	<b>Proposed Budget 2024/25</b>	<b>Proposed Budget 2025/26</b>	<b>Proposed Budget 2026/27</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Operational Services</b>					
Refuse Vehicles		<b>2,775,000</b>			
Waste Bins	52,118	<b>1,040,000</b>	40,000	40,000	40,000
Conservation Area Schemes - 2nd round	27,506				
Mandatory Disabled Facilities Grants (DFG)	1,513,095	<b>697,299</b>	697,299	697,299	697,299
Empty Properties, Discretionary DFGs, Minor Works, Home Repair Asst.	75,000	<b>75,000</b>	75,000	75,000	75,000
Vehicle Etc. Replacements	228,169	<b>100,000</b>	100,000	100,000	100,000
<b>Operational Services Total</b>	<b>1,895,888</b>	<b>4,687,299</b>	<b>912,299</b>	<b>912,299</b>	<b>912,299</b>
<b>Finance and Assets</b>					
A14 Contribution	82,000	<b>82,000</b>	82,000	82,000	82,000
Depot	845,950				
Extension to Ely Country Park	163,200				
Solar Panels on Council Buildings	50,000	<b>100,000</b>			
EC CLT Loan	310,950				
Loan Agreement with ECTC approved in April 2022	5,600,000	<b>1,700,000</b>	200,000		
<b>Finance and Assets Total</b>	<b>7,052,100</b>	<b>1,882,000</b>	<b>282,000</b>	<b>82,000</b>	<b>82,000</b>
<b>Capital Programme Total</b>	<b>8,947,988</b>	<b>6,569,299</b>	<b>1,194,299</b>	<b>994,299</b>	<b>994,299</b>

**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, has delayed the purchase of these vehicles, as the Council wants to ensure that the vehicles can deal with any additional demands put upon it by the revised Strategy. It is now believed that these vehicles will be purchased in 2023/24. The budget has been increased from that in the 2022/23 budget due to inflation and the need for the new vehicles to have bin lifts.

**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 2023/24 is a provision to fund the major purchase of wheeled bins if the Council chooses to move away from the use of black sacks.

**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. The projected spend in 2022-23 includes an underspend from previous years when the amount of work undertaken was impacted by the Covid-19 pandemic.

**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.

**A14 Contributions**

When the A14 Improvement was originally planned, it was agreed that the majority of councils in Cambridgeshire would contribute to the overall costs of the project. East Cambs element of this, which will be funded from CIL contributions, was £1 million. At the time Cambridgeshire Horizons also agreed a contribution, but as their cash has now been distributed, we will be making a further contribution of £1,050,000 to reflect our proportion of this. Contributions will be made over 25 years, so in total at £82,000 per year.

## Depot

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

## Extension to Country Park

Purchase of land from the Environment Agency

## 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 MoD 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.

SOURCES OF FINANCING	Projected 2022/23 £	Budget 2023/24 £	Budget 2024/25 £	Budget 2025/26 £	Budget 2026/27 £
<b>Operational Services</b>					
Revenue Contribution					
Grants (Disability Facilities Grant)	988,405	608,471	608,471	608,471	608,471
Capital Reserves	679,314	203,828	203,828	203,828	203,828
Section 106 / CIL	1,228,169	100,000	100,000	100,000	100,000
Borrowing	(1,000,000)	3,775,000			
<b>Operational Services Total</b>	<b>1,895,888</b>	<b>4,687,299</b>	<b>912,299</b>	<b>912,299</b>	<b>912,299</b>
<b>Finance and Assets</b>					
Revenue Contribution	42,000	42,000	42,000	42,000	42,000
Capital Reserves	50,000	100,000			
Section 106 / CIL	203,200	40,000	40,000	40,000	40,000
Borrowing	6,756,900	1,700,000	200,000		
<b>Finance and Assets Total</b>	<b>7,052,100</b>	<b>1,882,000</b>	<b>282,000</b>	<b>82,000</b>	<b>82,000</b>
<b>Capital Funding Total</b>	<b>8,947,988</b>	<b>6,569,299</b>	<b>1,194,299</b>	<b>994,299</b>	<b>994,299</b>

Capital Reserves Forecast	2022/23 £	2023/24 £	2024/25 £	2025/26 £	2026/27 £
Balance Brought Forward	1,536,381	1,396,717	1,142,889	989,061	835,233
Add receipts from Sales of Assets	589,650	50,000	50,000	50,000	50,000
Less Capital Receipts Applied	(729,314)	(303,828)	(203,828)	(203,828)	(203,828)
<b>Capital Reserves Carried Forward</b>	<b>1,396,717</b>	<b>1,142,889</b>	<b>989,061</b>	<b>835,233</b>	<b>681,405</b>

Borrowing Forecast	2022/23 £	2023/24 £	2024/25 £	2025/26 £	2026/27 £
Balance Brought Forward	9,489,638	10,012,611	15,159,846	10,683,748	6,507,650
Add Borrowing in Year	5,756,900	5,475,000	200,000	0	0
Repayment from ECTC	(4,900,000)		(4,000,000)	(3,500,000)	
Less Minimum Revenue Provision (MRP)	(333,927)	(327,765)	(676,098)	(676,098)	(676,098)
<b>Total Borrowing Carried Forward</b>	<b>10,012,611</b>	<b>15,159,846</b>	<b>10,683,748</b>	<b>6,507,650</b>	<b>5,831,552</b>
Internal Borrowing	10,012,611	15,159,846	10,683,748	6,507,650	5,831,552
External Borrowing	0	0	0	0	0

PARISH	COUNCIL TAX BASE Band D Eq Revised Band D for C/Tax discount scheme	2023-24	Band D
		PRECEPT £	Rate £
Ashley	233.7	19,100.00	81.81
Bottisham	879.5	55,139.00	62.73
Brinkley	157.5		0.00
Burrough Green	165.9	11,896.62	71.73
Burwell	2,471.5	205,529.94	83.16
Cheveley	937.4	80,000.00	85.41
Chippenham	218.9		0.00
Coveney	183.7		0.00
Dullingham	346.1		0.00
Ely, City of	7,407.9	726,000.00	98.01
Fordham	1,186.1		0.00
Haddenham	1,290.5	122,344.00	94.86
Isleham	934.6	113,457.00	121.41
Kennett	138.2	9,095.00	65.88
Kirtling and Upend	193.2	11,539.38	59.76
Little Downham	974.9		0.00
Little Thetford	277.6	19,365.00	69.84
Littleport	3,059.2		0.00
Lode	361.6		0.00
Mepal	384.9	52,370.00	136.08
Reach	144.1	12,495.00	86.76
Snailwell	86.2		0.00
Soham	3,834.6	428,480.00	111.78
Stetchworth	286.0		0.00
Stretham	718.8		0.00
Sutton	1,429.3		0.00
Swaffham Bulbeck	343.7	37,500.00	109.17
Swaffham Prior	369.4		0.00
Wentworth	65.9	10,180.95	154.53
Westley Waterless	64.1		0.00
Wicken	348.4		0.00
Wilburton	480.7		0.00
Witcham	176.5		0.00
Witchford	1,028.7		0.00
Wooditton	785.6	17,500.00	22.32
Whole Area/Average Tax Charge	31,964.9	1,931,991.89	