



A meeting of **HUNTINGDONSHIRE DISTRICT COUNCIL** will be held in the **CIVIC SUITE (LANCASTER / STIRLING ROOMS), PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON PE29 3TN** on **WEDNESDAY, 21 FEBRUARY 2024** at **7:00 PM** and you are requested to attend for the transaction of the following business:-

AGENDA

APOLOGIES

1. THOUGHT FOR THE DAY

Councillor M A Hassall to open the meeting with a 'Thought for the Day'.

2. MINUTES (Pages 7 - 20)

To approve as a correct record the Minutes of the meeting of the Council held on 13th December 2023.

Time Allocation: 2 Minutes.

3. MEMBERS' INTERESTS

To receive from Members declarations as to disclosable pecuniary, other registerable and non - registerable interests in relation to any Agenda item. See Notes below.

Time Allocation: 2 Minutes.

4. CHAIR AND VICE CHAIR'S ENGAGEMENTS AND ANNOUNCEMENTS (Pages 21 - 22)

To note the Chair and Vice-Chair's engagements and announcements since the last Council meeting.

Time Allocation: 5 Minutes.

5. QUESTIONS BY MEMBERS OF THE PUBLIC

To answer any questions submitted by the public in accordance with the Constitution.

The deadline for the receipt of public questions is five days prior to the meeting and must be submitted to the Monitoring Officer.

6. FINAL 2024/25 REVENUE BUDGET AND MEDIUM-TERM FINANCIAL STRATEGY (2025/26 TO 2028/29) (Pages 23 - 210)

The Executive Councillor for Finance and Resources, Councillor B Mickelburgh to present for approval –

- ❖ The 2024/25 Budget and Medium-Term Financial Strategy (MTFS) for the period 2025/26 to 2028/29
- ❖ The Fees and Charges Schedule for 2024/25
- ❖ The Treasury Management Strategy, the Capital Strategy and the Investment Strategy including the annual prudential indicators for 2024/25
- ❖ The Annual Minimum Revenue Provision (MRP) Statement 2024.25
- ❖ The formal resolution to determine the Council Tax for 2024/25.

In accordance with Section 30 (2) of the Local Government Act 1992, the Council will be required to approve resolutions as to the levels of Council Tax in 2024/25.

In accordance with the Local Government Act (Standing Orders) (England) (Amendment) Regulations 2014, the Council will be asked to resolve that a recorded vote be taken on the conclusion on the debate on this item.

The reports were considered by the Cabinet at their meeting on 6th February 2024 and it was agreed that they should be recommended to Council for approval).

(The Leader of the Opposition will have a right of reply).

**15 Minutes Presentation
45 Minutes Debate and Questions**

Time Allocation: 60 Minutes.

7. PAY POLICY STATEMENT 2024-25 (Pages 211 - 220)

In compliance with the requirements of Sections 38-43 of the Localism Act 2011, the Executive Councillor for Climate and Environment, Councillor L Davenport-Ray to present the Pay Policy Statement to the Council for approval.

(The Statement was endorsed by the Employment Committee at their meeting on 7th February 2024 and it was agreed that it should be recommended to Council for approval).

Time Allocation: 5 Minutes.

8. LEAD AND DEPUTY INDEPENDENT PERSONS (Pages 221 - 224)

Councillor N J Wells, Chair of the Corporate Governance Committee to present a report seeking the appointment of a Lead Independent Person for a two-year period to 30th April 2026.

(The report was considered by the Corporate Governance Committee at their meeting on 24th January 2024 who recommended that Council should approve the proposed appointment).

Time Allocation: 5 Minutes.

9. POLLING DISTRICTS AND POLLING PLACES REVIEW - 2024 (Pages 225 - 242)

Councillor N J Wells, Chair of the Corporate Governance Committee to present the outcome of the recent review of polling districts and places for approval.

(The report was considered by the Corporate Governance Committee at their meeting on 24th January 2024 who recommended that Council should approve the schedule).

Time Allocation: 10 Minutes.

10. QUESTIONS TO MEMBERS OF THE CABINET

In accordance with the Council Procedure Rules, all questions –

1. Must be relevant to an item which the Council has powers or duties;
2. Must not relate to an item which is include elsewhere on the Agenda.
3. Should be limited to obtaining information or pressing for action; and
4. Should not exceed two minutes in duration.

Questions should not divulge or require to be divulged, confidential or exempt information.

Time Allocation: 15 Minutes.

11. CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY - UPDATE (Pages 243 - 262)

Councillor S J Conboy, Executive Leader to present on the activities of the Cambridgeshire and Peterborough Combined Authority

Councillors M A Hassall and J Neish to provide an update on the Cambridgeshire and Peterborough Combined Authority Overview and Scrutiny Committee.

Councillor S J Corney to provide an update on the Cambridgeshire and Peterborough Combined Authority Audit and Governance Committee.

Electronic links to the decision summaries are attached to the Agenda for information. These include the Transport and Infrastructure, Skills and Employment and Sustainable Communities Committees.

This item provides an opportunity for District Council Members to ask questions and comment on Cambridgeshire and Peterborough Combined Authority issues.

If Members wish to raise questions or issues requiring a detailed response, it would be helpful if they can provide advance notice.

Time Allocation: 20 Minutes.

12. OUTCOMES FROM COMMITTEES AND PANELS

An opportunity for Members to raise any issues or ask questions arising from recent meetings of the Council's Committees and Panels.

A list of meetings held since the last Council meeting is attached for information and Members are requested to address their questions to Committee and Panel Chairs.

Time Allocation: 10 Minutes.

13. VARIATIONS TO THE MEMBERSHIP OF COMMITTEES AND PANELS

Group Leaders to report on variations to the Membership of Committees and Panels if necessary.

Time Allocation: 5 Minutes.

13th day of February 2024

Michelle Sacks

Chief Executive and Head of Paid Service

Disclosable Pecuniary Interests and other Registerable and Non-Registerable Interests.

Further information on [Disclosable Pecuniary Interests and other Registerable and Non-Registerable Interests is available in the Council's Constitution](#)

Filming, Photography and Recording at Council Meetings

This meeting will be filmed for live and/or subsequent broadcast on the Council's YouTube site. The whole of the meeting will be filmed, except where there are

confidential or exempt items. If you make a representation to the meeting you will be deemed to have consented to being filmed. By entering the meeting you are also consenting to being filmed and to the possible use of those images and sound recordings for webcasting and/or training purposes. If you have any queries regarding the streaming of Council meetings, please contact Democratic Services on 01480 388169.

The District Council also permits filming, recording and the taking of photographs at its meetings that are open to the public. Arrangements for these activities should operate in accordance with [guidelines](#) agreed by the Council

Please contact Mrs Lisa Jablonska, Elections and Democratic Services Manager, Tel No. 01480 388004 / e-mail Lisa.Jablonska@huntingdonshire.gov.uk if you have a general query on any Agenda Item, wish to tender your apologies for absence from the meeting, or would like information on any decision taken by the Council.

Specific enquiries with regard to items on the Agenda should be directed towards the Contact Officer.

Members of the public are welcome to attend this meeting as observers except during consideration of confidential or exempt items of business.

Agenda and enclosures can be viewed on the [District Council's website](#).

Emergency Procedure

In the event of the fire alarm being sounded and on the instruction of the Meeting Administrator, all attendees are requested to vacate the building via the closest emergency exit.

This page is intentionally left blank

HUNTINGDONSHIRE DISTRICT COUNCIL

MINUTES of the meeting of the COUNCIL held in the CIVIC SUITE (LANCASTER / STIRLING ROOMS), PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON PE29 3TN on Wednesday, 13 December 2023

PRESENT: Councillor M J Burke – Chair.

Councillors B S Banks, M L Beuttell, A Blackwell, E R Butler, S Bywater, S Cawley, J Clarke, S J Conboy, S J Criswell, L Davenport-Ray, S W Ferguson, I D Gardener, C M Gleadow, J A Gray, K P Gulson, J E Harvey, P J Hodgson-Jones, S A Howell, N J Hunt, A R Jennings, P A Jordan, M Kadewere, P Kadewere, D N Keane, C Lowe, R Martin, S R McAdam, B A Mickelburgh, D L Mickelburgh, S Mokbul, J Neish, Dr M Pickering, B M Pitt, T D Sanderson, D J Shaw, R A Slade, S L Taylor, I P Taylor, D Terry, C H Tevlin, S Wakeford, N Wells, G J Welton and R J West.

APOLOGIES: Apologies for absence from the meeting were submitted on behalf of Councillors T Alban, R J Brereton, S J Corney, A E Costello, D B Dew, M A Hassall and J E Kerr.

38 THOUGHT FOR THE DAY

A 'Thought for the Day' was presented by Ms Samantha Thomas from the Memory Lane Singing Club.

39 MINUTES

The Minutes of the meeting of the Council held on the 11th October 2023 were approved as a correct record and signed by the Chair.

40 MEMBERS' INTERESTS

Councillors R Martin and S Bywater declared non-registerable interests under Minute No. 23/46 as local Ward Members.

41 CHAIR AND VICE-CHAIR'S ENGAGEMENTS AND ANNOUNCEMENTS

The Chair referred to the recent death of former District Council Chairman John Rignall who had served as District Councillor for Bury for 22 years from 1982 until 2004. During which time he served as a long-standing member of both the Environmental Services and the Planning Committee, both of which he had Chaired for a time. He was later appointed Vice-Chairman of the Council in 1994 before being elected Chairman in 1996. Following tributes from Councillors J A

Gray and T D Sanderson, Members then observed a moments silence in memory of the former Councillor.

The Chair then went on to report that a response had recently been received from the Parliamentary Under Secretary of State to the Council's letter requesting further work to address issues relating to the abuse and intimidation of elected members. A copy of which had been circulated to all Members.

Subject to two corrections, the Council noted those engagements attended by the Chair and Vice-Chair since the last meeting (a copy of which is appended in the Minute Book).

Finally, the Chair reminded the Council of the details of his Community Carol Concert which would be taking place on Monday 18 December 2023 at 6pm at St Mary's Church Huntingdon to which all Members were welcome to attend.

42 QUESTIONS BY MEMBERS OF THE PUBLIC

The Chair reported that there had not been any public questions received by the deadline for consideration by the Council.

43 QUESTIONS TO MEMBERS OF THE CABINET

Following a request for further information from Councillor S Bywater regarding any contingency plans that the Council had established for the storage of electric vehicles, the Executive Leader undertook to circulate a written response to all members after the meeting. Details of any specific training or other risk mitigation strategies for high voltage handling were also requested.

With reference to the resident concerns regarding the recent felling of willow trees in Coneygear Park in Eynesbury, Councillor A Jennings sought clarification from the Executive Councillor for Climate and the Environment Councillor L Davenport-Ray as to the permissions which had been granted and how this had been monitored. In response to which, Councillor L Davenport-Ray undertook to establish further details and respond in writing.

Following a request for an update from Councillor M L Beuttell as to the reasons for the delay for the planning application at Hinchbrooke Park, the Executive Councillor for Leisure, Waste and Street Scene Councillor S L Taylor explained that the timescale for delay was likely to be in the region of a year. Members were informed that the application would need to comply with biodiversity net gain planning legislation and the application would be re-presented with this information as soon as possible. An update would be provided to Overview and Scrutiny in March 2024 and further information on the cost of the delay and the cost of the consultants would be provided directly to Councillor Beuttell in writing.

In response to a question from Councillor C Gleadow regarding the uptake for the Early Bird Offer for Green Bins, the Executive Leader reported that the latest figures suggested that since the launch of the initiative on 5th December 2023, a total of 3,436 households had signed up thus far which represented 4% of households within Huntingdonshire.

In response to comments made by Councillor D J Shaw regarding delays to planning applications relating to tree works, the Executive Councillor for Planning, Councillor T D Sanderson explained that there although there had been an increase in applications in recent weeks, the staffing issues had now resolved and the backlog was starting to clear.

With reference to the development at the Loves Farm in St Neots, Councillor M Pickering sought an assurance from the Executive Councillor for Planning that the District Council were committed to learning lessons from previous developments and to ensuring that the planning for new developments included a financially sustainable model for the maintenance of public spaces. In response to which, the Executive Councillor for Planning Councillor T D Sanderson explained that whilst he could not comment upon specific planning applications which had already been approved, he did understand the problems regarding commuted sums where developments were handed over. He undertook to investigate the matter regarding Loves Farm further and respond to Councillor Pickering directly in writing as soon as possible.

With reference to the Workforce report which was considered at the November meeting of the Employment Committee, Councillor S Cawley drew attention to the underspend on employee pay costs and the overspend on contractor and agency staff which had result in an overall net over spend of £285,500. Clarification was requested as to which of the services were causing this overspend and what plans were in place to bring these budgets back on track. Having agreed to provide a detailed response in writing, the Executive Leader Councillor S Conboy explained that inevitably there would always be times when consultants would be required within an organisation however, she also took the opportunity to draw Members attention to the development of the Workforce Strategy which was being developed to look at how the Council attracts new employees and rewards and retains existing employees within the organisation.

In response to a request for from Councillor J Neish, the Executive Councillor for Leisure, Waste and Street Scene Councillor S L Taylor acknowledged that there would be a delay to the implementation of Civil Parking Enforcement within the District, due to factors beyond the Council's control. A comprehensive report was scheduled to be submitted to the Overview and Scrutiny (Environment, Communities and Partnerships) Panel in January 2024. Having reiterated her continuing support for the initiative, Councillor Taylor confirmed that as far as she was aware it was still running to budget and was unable to comment on South Cambridgeshire being ahead of Huntingdonshire within the programme.

In response to a request for an update on District Council support to Community Hubs and Health Inequalities work, the Executive Councillor for Community, and Health, Councillor B Pitt reminded the Council that Huntingdonshire had adopted a different approach to the delivery of Warm Hubs to other parts of the County. This had enabled funding from the Integrated Care Scheme to be utilised for other schemes. Going forward, the Council would continue to support Community Hubs through the Community Chest Grants scheme and work was ongoing to develop a Community Spaces Handbook, to revamp the We Are Huntingdonshire website as a source of support to attendees and to offer Making Every Contact Count training to attendees.

44 COUNCIL TAX SUPPORT SCHEME 2024/25

With the assistance of a report by the Revenues and Benefits Manager (a copy of which is appended in the Minute Book), the Executive Councillor for Customer Services, Councillor S Ferguson outlined a proposal to introduce a new income-banded Council Tax Support Scheme for working age applications.

By way of introduction, Councillor Ferguson explained that:

- ❖ Council Tax Benefit is a means tested benefit which reduces the amount of Council Tax payable by residents on the very lowest incomes.
- ❖ Although Pensioners on low incomes could currently receive a 100% discount in their Council Tax payments, the current scheme for working aged people in Huntingdonshire was less generous and had not been updated in over 10 years.
- ❖ With the benefit of a detailed example, Council was informed that Huntingdonshire currently had the least generous approach to Council Tax Support across the County, with working aged people on the same levels of benefits entitled to different levels of discounts depending upon the District in which they live.
- ❖ Any fluctuations in income, currently trigger a change in the Council Tax support which is offered which reduces the ability of Huntingdonshire recipients to budget and financially plan and leads to the District Council Benefits team processing over 32,000 changes in Council Tax support per year.
- ❖ The proposal being presented was to adopt a new banding approach to Council Tax Support which would allow the most economically disadvantaged residents to receive up to a 100% reduction in their Council Tax Bill and would provide for more financial security by offering a fixed amount of support.
- ❖ It was estimated that 96% of current recipients would receive either the same or additional support and it was intended to provide an additional hardship fund to mitigate the impact in the first year for those who were expected to receive a reduced level of assistance.
- ❖ 46% of all Families on Universal Credit are in Poverty and for these people, a change in Council Tax Support will make a huge difference.
- ❖ The cost to the Council would be the lost collection of Council Tax in the region of £1M - £70,000 to the District Council and £700,000 to the County Council. However, given the difficulties in collecting these monies, this could be seen as an investment in keeping people out of crisis, which is an order of magnitude less expensive than a rescue from crisis.

In responding to a question from Councillor K Gulson, the Assistant Deputy Leader explained that the Administration would be implementing the proposal regardless of the introduction of the Green Bin subscription charge to fulfil the Corporate Aim of helping people in crisis. The Executive Councillor for Customer Services also explained that that eligible recipients would benefit to a greater extent financially from the scheme than they would from having to pay for a green bin.

Councillor N J Hunt outlined his support for the proposals which would make a life changing difference to vulnerable residents in his ward and across Huntingdonshire District and urged other Members to offer their support. In doing

so, he also drew attention to the 75% approval rate within the public consultation and urged all Members to offer their support.

In response to an enquiry from Councillor S Cawley as to whether any response had been received from Cambridgeshire County Council regarding the impact on the Council Tax collection rates, the Executive Councillor explained that although they had not responded during the consultation, subsequent correspondence has indicated that whilst not happy to be losing funding it did meet with their corporate objectives, so they had not raised any objections. In addition, a precedent had already been set in Cambridge City and South Cambridgeshire.

With reference to the discussions which had taken place at Overview and Scrutiny (Environment, Communities and Partnerships), Councillor Cawley also sought clarification on the impact on Parish Councils. In response to which, the Executive Councillor for Customer Services explained that the Council Tax Base for Huntingdonshire was currently 65,795 Band D Households. The Council Tax Support Scheme being suggested would result in a reduction of 470 Band D equivalent properties, which would be 0.7% in percentage terms. On which basis the impact will be incalculable. The Deputy Executive Leader, Councillor T D Sanderson took the opportunity to remind Members that all Town, Parishes and Precepting Authorities were consulted on the proposals and the draft scheme.

Councillor D Mickelburgh also outlined her support for the proposals, given the ongoing difficulties being experienced due to the cost-of-living crisis. She also referred to a recent survey by the Mental Health Foundation in which 61% of adults had expressed concern about paying their household bills.

In response to a question from Councillor S A Howell as to whether the proposals would be available in addition to other available discounts, i.e. Single Persons Discount, the Executive Councillor undertook to liaise with the Revenues and Benefits Team and report back to her directly.

Although not raising any objections to the proposals, Councillor J A Gray outlined his objection to the process given that he did not recall its inclusion within the budget at the beginning of the year. Clarification was sought and provided from the Chief Executive who explained that in terms of implementation it was a matter for next year's budget, hence the decision would fall into the budget preparations for 2024/25.

Councillor Gray went on to some express reservations regarding the explanation provided by the Executive Councillor with regards to levying parish and town precepts arising from the implementation of these proposals. He also suggested that a number of Town and Parish Councils were unclear with regards to the operation of the scheme.

The Executive Councillor for Community and Health, Councillor B Pitt welcomed the widespread support for the Policy which had been demonstrated across the Council Chamber. He reiterated that in his own Portfolio, work was ongoing to offer support to those most in need and these objectives would be embedded into the new Corporate Plan as it emerged.

In drawing the debate to a close, the Executive Councillor for Customer Services paid tribute by name to the individuals who had been involved within the project,

one which he thought at the start had been near impossible in the time available and in advance of the 2024/25 Budget.

Councillor Wakeford also expressed his own pride that the Council was seeking to change the existing cap for working age claimants. The Cross-Party support for doing so reflected positively upon the Council and would have a significant impact on those who it effects.

Whereupon it was moved by Councillor S Ferguson, duly seconded by Councillor S Wakeford and

RESOLVED

that the introduction of a new income-banded Council Tax Support Scheme for working age applications be approved with effect from 1st April 2024.

45 REVIEW OF THE COUNCIL'S RISK MANAGEMENT STRATEGY

With the aid of a report prepared by the Director of Finance and Corporate Resources (a copy of which is appended in the Minute Book), the Executive Councillor for Corporate and Shared Services presented a draft Risk Management Strategy for approval.

By way of introduction and having explained why Risk Management was important, the Executive Councillor for Finance and Resources explained that the draft document sought to address three key questions:

- ❖ How do we improve risk management within the existing culture of the council?
- ❖ What sort of risk culture should we be aspiring to enable us to be more successful?
- ❖ How do we drive change to the existing culture to make risk management more relevant and effective and what does this change involve?

He went on to explain that:

- ❖ The Risk Management Strategy was a critical part of the Council's Governance arrangements which sought to define the Council's tolerance to risk and managing outcomes and would sit alongside the Code of Governance and Code of Finance.
- ❖ The draft document was based on the Orange Book: Management of Risk – Principles and Concepts published by Central Government.
- ❖ The Orange Book aligns with the Council's goals as it encourages a positive risk management culture where the discipline is integral to decision making and integrated into overall management processes.
- ❖ It also recommends a structured and systematic approach to risk management, including identifying assessing and managing risks. It emphasises the importance of clearly defined ownership and accountability all levels within the organisation.

- ❖ A programme of activities to embed the new Strategy with the organisation was planned to commence in line with best practice and will incorporate staff at all levels.

In opening the debate, Councillor P Hodgson-Jones expressed his concern that the draft Strategy did not go far enough in creating a fully comprehensive risk management framework for the Council. He commented specifically with regards to the high number of risks contained within the Risk Framework and the absence of any distinction between those which were strategic and operational, comments which had been previously made at the Corporate Governance Committee. He also expressed his disappointment that there had been no changes to the report through its progression through the Committee cycle to Council and at the absence of any clearly defined role for the Corporate Governance Committee. He concluded his remarks by suggesting that there was further work to be done on the development of a consistent risk management structure and suggested that this should be led by the Corporate Governance Committee going forward.

In response to which, the Executive Councillor for Finance and Resources explained that although he was not the Portfolio Holder, he could not disagree with the points which had been made. With regards to the absence of any distinction between operational and strategic risks within the Risk Register it was explained that this document predated elements of the new Strategy and was being modified as a result. Although not in a position to make assurances, he was confident that the Chief Executive would make sure that Councillor Hodgson-Jones' comments were taken on board and reiterated that expertise was welcome from all sides of the Chamber.

In commenting on the appetite to risk which had been taken within the draft Strategy, Councillor S Cawley remarked upon the blanket approach which appeared to have been taken. It was suggested that as part of the ongoing work consideration ought to be given to working out where that appetite ought to sit.

On behalf of Councillor M A Hassall the Executive Councillor for Corporate and Shared Services, Councillor S Wakeford reported that this was not a document to be set in stone and that working to develop and improve risk management would continue to remain a priority for his portfolio. He was confident that when the next iteration was prepared, the comments from around the Chamber would be reflected upon.

Having acknowledged the responsibility of the Council for monitoring risk, Councillor A Jennings queried whether there was any way to make the Risk Register more user friendly for backbench councillors, to ensure they could obtain best value from the document.

Finally, and having noted the apparent agreement to many of the comments which had been made during the meeting from officers and the Administration, Councillor J A Gray sought assurances that actions would be taken to take these forwards. In response to which the Chief Executive explained that it had been agreed at the Corporate Governance Committee that the development of the Risk Register was an evolutionary process and would continue to develop and improve.

Whereupon, it was moved by Councillor B Mickleburgh, duly seconded by Councillor Sanderson and

RESOLVED

that the Risk Management Strategy as attached to the report now submitted at Appendix A be approved.

46 SAWTRY NEIGHBOURHOOD PLAN

Having regard to a report by the Chief Planning Officer (a copy of which is appended in the Minute Book) on the referendum of the Sawtry Village Neighbourhood Plan held on 9th November 2023, the Executive Councillor for Planning acquainted Members with the results of the referendum with 88.4% voting in favour of supporting the Neighbourhood Plan. As this exceeded the required threshold of 50% of votes cast the Council was required to formally 'make' the Sawtry Village Neighbourhood Plan 2022-2036.

In introducing the report, Councillor T D Sanderson paid tribute to the work undertaken by Sawtry Parish Council in their preparation of the Plan, and to local District Councillors S Bywater and R Martin for their engagement within the process.

In opening the debate and having remarked upon the long process involved within the preparation of Neighbourhood Plans, local Members Councillors S Bywater and R Martin outlined their support for the Plan and thanked those who had been involved. Members were advised that the Plan was supported by a huge number of Sawtry residents and attention was drawn to the success of efforts which had been made to gather the views of young people within the village in the Plan process.

Having welcomed the preparation of the Plan and having acknowledged her own involvement in the early stages, the Executive Leader reiterated that whilst it may be a long process, she hope the continued approval of Plans such as Sawtry would provide confidence to other towns and parishes that it was a journey worth taking.

Whereupon and it having been duly proposed and seconded it was

RESOLVED

that the Sawtry Village Neighbourhood Plan 2022-2036 as attached at Appendix 1 to the report now submitted be adopted to become part of the Statutory Development Plan for Huntingdonshire with immediate effect.

47 TREASURY MANAGEMENT SIX MONTH PERFORMANCE REVIEW

Consideration was given to a report by the Council's Director of Finance and Corporate Resources (a copy of which is appended in the Minute Book) providing a six-month update in respect of treasury management activity for the period 1st April to 30th September 2023.

By way of background, the Executive Councillor for Finance and Resources reminded the Council that the 2023/24 Treasury Management Strategy was approved on the 22nd February 2023. He explained that Treasury Management was the management of the local authority's borrowing, investments and cash flows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities and the pursuit of optimum performance.

Members were then acquainted with the detail of each of the Statements and Appendices within the Treasury Management 6 Month Review report in turn. These included the Council's Balance Sheet Summary, the Borrowing and Investment Summary, the Council's Loan Borrowing Schedule, the Treasury Investment Position and details of the Spread of the Council's investments.

The Executive Councillor reported that discussions had previously taken place regarding the consideration of Environmental, Social and Governance factors in the investment decision making process. However, the ESG market has been rather inconsistent and as a result the Council has adopted the UN Principles for Responsible Investments to provide possible actions for incorporating ESG issues into investment practices.

In terms of the Commercial Property fund, the Executive Councillor reported that his had been suffering due to the downturn in the market since Covid. However, some of the downward movement is covered by the increase in the interest rate return on the Council's cash balances. It was intended that a broader briefing on this area would be provided to Overview and Scrutiny when Treasury Management was next due to report.

Finally, the Executive Councillor reported that plans to draft a new Commercial Investment Strategy have been postponed until the new financial year as a result of fluctuations in interest rates and changes in market conditions during the summer period.

Following a request for further clarification on the position with the preparation of a new Commercial Investment Strategy from Councillor J A Gray, the Executive Councillor for Finance and Resources explained that it was hoped to commission this work in April 2024 when the Bank of England had indicated their expectations that inflation would start to steady and interest rates would be more consistent. In response to which, Councillor Gray encouraged the administration to start work on reviewing the Strategy as soon as possible to ensure that the District Council were best looking after the assets and estate it had built up over the previous fifty years.

In response to a request for clarification from Councillor P Hodgson Jones regarding the way long term borrowing is being applied to capital assets and how short-term investment is driven by cash reserves, the Executive Councillor for Finance and Resources provided an explanation of the operation of Public Works Boards Loans secured for the Commercial Investment Strategy. With regards to short-term investment within the Treasury Management Strategy, the Executive Councillor explained that the Council's cash reserves were as such that and with interest rates being at a higher level than they have for some time the need for short-term borrowing was not currently required.

48 CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY - UPDATE

In conjunction with the decision summaries of the recent meetings of the Cambridgeshire and Peterborough Combined Authority and a PowerPoint Presentation (copies of which are appended in the Minute Book), the Executive Leader Councillor S J Conboy presented an update on the activities of the Cambridgeshire and Peterborough Combined Authority (CPCA).

As part of the presentation, Councillor Conboy reported that:

- ◆ Councillor Farooq had been appointed to the Board as the new Leader of Peterborough City Council.
- ◆ The Board had discussed the outcome of the Code of Conduct Investigation into the Mayor of the CPCA who had had been found to be found in breach of two parts of the Code. Details of the sanctions imposed were outlined to the Council, with recommendations forming part of the CPCA Improvement Plan.
- ◆ Progress on the Improvement Plan was now green, and the Board had been contacted by the Independent Improvement Board ahead of their discussions on the outcome of the Code of Conduct investigation to remind all leaders of their expectations relating to conduct and working together for the greater good.
- ◆ A Single Assurance Framework had now been approved by Government, as required by the Best Value Improvement Notice together with revisions to the Constitution and a new Scheme of Delegation.
- ◆ Work would be undertaken to develop a 20–30-year vision for the Authority, to unite and benefit all Constituent Partners.
- ◆ Consultation was due to start on the Combined Authority Budget for 2024/25, outlining a potential significant increase to the Mayoral precept to fund reduced bus fares for the under 25s. Further details were available on the Combined Authority Website.
- ◆ The Local Transport and Connectivity Plan had now been approved. All Members were encouraged to review the approved document, specifically the sections relating to Huntingdonshire. Councillor Wakeford and Davenport Ray continued to advocate for additional services within Huntingdonshire and specifically the rural communities.
- ◆ That the needs of those leaving care was now being recognised as a protected characteristic, which the Mayor of the Combined Authority was now recognising within all CPCA policies.

The Executive Leader then moved upon to talk about the Devolution Technical Paper of Level 4 Devolution Framework which formed part of the Autumn Statement. The Council were informed that Cambridgeshire and Peterborough Combined Authority would not be able to access this until the Best Value Improvement Notice had expired.

With the assistance of a PowerPoint slide (a copy of which is appended in the Minute Book) the Executive Leader drew attention to what was on offer to eligible authorities which fell into eight categories – Finance, Skills and Employment, Housing and Land, Transport, Net Zero, Climate Change and Natural Capital, Innovation, Trade and Investment, Culture and Tourism and Health Services.

Having talked through each in turn, the Executive Leader reiterated that any future devolution deals provided a real challenge and opportunity for the District, however she emphasised the importance of this being a cross party piece of work both at District and CPCA Board level to benefit the residents of Huntingdonshire and the Combined Authority area as a whole.

In responding to a question from Councillor J Neish regarding the bus improvements which had been obtained from the increase in last year's precept, the Executive Leader explained she would need to defer to colleagues outside of the meeting for the specific detail. However, it had proved possible to save a number of at-risk services, the District had benefited from demand responsive services and the Authority have engaged for the first time in collective conversations with authorities and a range of bus operators on a regular basis. However, she acknowledged that the real challenge facing the Authority was the need to commission services which could not be undertaken with an increase of the precept at that level.

In responding to Councillor Neish's further comments relating to the cumulative impact of potential increases from a number of precepting authorities, the Executive Leader explained that indications were starting to emerge as to the budgetary discussions of all precepting authorities within the District. It was an almost impossible challenge facing all authorities to increasingly deliver services with less available resources.

At the suggestion of Councillor S Wakeford, the Executive Leader encouraged all Members within the Chamber to respond to the Mayor's consultation on the Authority's planned activities and spending plans. Reference was also made to the current consultation - The Road to Better Buses, which provided a mechanism and opportunity for Members to suggest potential future bus routes for consideration as part of the use of the Mayoral precept.

In response to comments from Councillor R J West regarding the outcomes achieved by the Combined Authority for Huntingdonshire residents, the Executive Leader explained that work was needed to develop a list of what Huntingdonshire wants but it was a difficult challenge to articulate the District's ask. The Council were reminded that Huntingdonshire were benefiting from work around the market towns and other work with the District. However, it was her future aspiration to be able to ask members what they had seen across the region that benefits their communities – whether it be economic growth, transport, skills or employment etc. She was pleased to report that Board Members were increasingly beginning to realise that they could achieve more collectively than individually.

With reference to bus services in the rural areas and as a councillor in one of these areas, Councillor Gardener expressed some disappointment that he had heard very little regarding work which was ongoing in these areas. In response to which, the Executive Leader explained that Bus Working Groups had been set up comprising representatives from all political groups and that it was anticipated that these would be a mechanism for all Members to bring forward issues for attention. She also encouraged all Members to feed any individual issues through either herself or other members of the Combined Authority without waiting for invitation. Members were also encouraged to read and digest the

approved Local Transport and Connectivity Plan which detailed lots of opportunity for engagement within the rural areas.

Councillor J A Gray commented on the Code of Conduct Investigation into the Mayor of the Combined Authority and the findings that the Mayor was found to have breached the Code regarding both Civility and Disrepute. In doing so he made specific reference to some of the investigator's findings and the sanctions imposed.

Councillor Gray then went on to seek clarification from the Executive Leader as to whether she would be supporting the 200% increase being proposed in the Mayoral precept. In response to which, the Executive Leader explained that she would need to take into consideration the results of the public consultation, together with the views of members within the Chamber who have not yet had an opportunity to discuss the matter. Whilst she did wish to see changes in public bus services, she could not see an alternative mechanism for funding this. Councillor S J Conboy went on to encourage all Group Leaders to respond to the consultation on behalf of their groups, alongside all members of the public.

With reference to the previous comments regarding bus services in rural communities, Councillor Ferguson referred to his own difficult experiences trying to justify increases in precepts in those parishes that did receive any bus services. Whilst rural bus services were not commercially viable and had to be subsidised there needed to be some quid pro quo. Councillor Ferguson went on to outline his support for the precept provided that it started to deliver services for the communities that councillors represent.

With the assistance of a PowerPoint presentation (a copy of which is appended in the Minute Book) Councillor J Neish provided an update on the Cambridgeshire and Peterborough Overview and Scrutiny Committee.

In so doing, Members were informed that the Committee were being supported by officers in preparation for their scrutiny of the proposed CPCA budget for 2024/25. As part of their workload, the Committee had been undertaking a deep dive into issues relating to Confidence, Culture and Capacity within the organisation and it was reported that whilst the situation is now more positive, staffing was still fragile mainly due to high levels of previous staff turnover.

Councillor Neish reported on the Committee's discussions regarding the Bus Strategy and the difficulties when buses were not being effectively utilised and which had a high cost per journey. Reference was also made to the ongoing Ting Pilot and in response to which, Councillor S Wakeford reported that the Combined Authority had now been encouraged to improve the Pilot to focus specifically on journeys for rural residents not covered by scheduled bus services.

With reference to the report at the last meeting regarding the appointment of rapporteurs and in response to a question as to whether any feedback had been received from other committees, Councillor Neish reminded the Council that he was the rapporteur for transport and infrastructure and outlined his intention to gather feedback now that he had returned from his trip away.

Due to the absence of Councillor S Corney at short notice, Councillor M L Beuttell reported that she was unable to provide a report. Members were encouraged to read the full papers on the Combined Authority website.

Finally, in drawing this item to a close, the Chair reported that going forward an electronic link to decision summaries would be provided as opposed to the full decision summary document.

49 OUTCOMES FROM COMMITTEES AND PANELS

A copy of the list of meetings held since the last meeting of the Council held on 11th October 2023 is appended in the Minute Book and Members were advised that any issues or questions could be raised in relation to these meetings.

On behalf of Councillor T Alban, Councillor J A Gray outlined his disappointment regarding the brevity of Agenda items at the recent meeting of the Overview and Scrutiny Panel (Environment, Community and Partnerships) and went on to question when members could expect to see an improvement in the quality of Overview and Scrutiny Agendas and work programmes. In responding to the comments which had been made, the Vice-Chair of the Panel Councillor N J Hunt reported on the reasons for the reduced number of Agenda items at the December meeting and provided details of items on the work programme for forthcoming meetings. These included the carbon impact of Council buildings, alternative land management, the Great Fen Project and the Electronic Vehicle Charging project. He reiterated that both he and the Chair were open to add issues to the work programme provided that the District Council was able to effectively take action, enable or influence these matters. The Chief Executive also provided an assurance that Overview and Scrutiny continued to provide a valuable function to the Council and a different approach would be evident in the New Year.

With reference to the recent discussion at their November meeting on the effectiveness of the Corporate Governance Committee, Councillor P Hodgson Jones reiterated the importance of corporate governance to the reputation and effectiveness of the Council. He suggested that this might mean that not only does consideration need to be given to improvements to the Corporate Governance Committee but consideration might also need to be given to the way the whole Council operates which might have implications for the Council Constitution including the structure and operation of committees.

50 VARIATIONS TO THE MEMBERSHIP OF COMMITTEES AND PANELS

On the recommendation of Councillor J A Gray, it was

RESOLVED

that Councillor G Welton be appointed to the membership of the Overview and Scrutiny (Environment, Communities and Partnerships) Panel in place of Councillor S Cawley.

that Councillor S Cawley be appointed to the membership of the Overview and Scrutiny (Performance and Growth) Panel in place of Councillor G Welton.

The meeting ended at 21.38pm.

Chair.

CHAIR AND VICE CHAIR'S ENGAGEMENTS 14 December 2023 – 21 February 2024

Date:	Event:	Venue:
<u>December</u>		
Monday 18-Dec-23	Chair's HDC Christmas Carol Service	Huntingdon
Tuesday 19-Dec-23	Huntingdon Town Council Civic Carol Service	Huntingdon
<u>January</u>		
Friday 26-Jan-24	*HDC Holocaust Memorial Day Service 2024	Huntingdon

Notes:

- 1. The above events have occurred since the last Full Council held on 13 December 2023.*
- 2. *Events attended by the Vice-Chair on behalf of the Chair.*

This page is intentionally left blank

Public
Key Decision - Yes

HUNTINGDONSHIRE DISTRICT COUNCIL

Title/Subject Matter: Final 2024/25 Revenue Budget & Medium-Term Financial Strategy (2025/26 to 2028/29)

Meeting/Date: Council – 21 February 2024

Executive Portfolio: Finance & Resources: Councillor B Mickleburgh

Report by: Director of Finance & Corporate Resources (S151)

Ward(s) affected: All

Executive Summary:

The Council is required to consider and approve:

- The 2024/25 Budget and the Medium-Term Financial Strategy (MTFS) for the period 2025/26 to 2028/29.
- The Fees and Charges schedule for 2024/25.
- The Treasury Management Strategy, the Capital Strategy and the Investment Strategy, including the annual prudential indicators, for 2024/25.
- The annual Minimum Revenue Provision (MRP) Statement 2024/25.
- The formal resolution to determine the Council Tax for 2024/25.

Recommendation(s):

The Council is RECOMMENDED to approve

- Overall Budget 2024/25 and MTFS 2025/26 to 2028/29; and **Appendix 1** includes the Revenue Budgets at Section 2; the Capital Programme at Section 3; and the 2024/25 Fees and Charges at Section 7, Annex A.
- Increase of 3.21% Council Tax for 2024/25 i.e., the Band D charge will increase to £160.86 (£155.86 2023/24); and **Appendix 1**, the formal resolution on the Council Tax, Section 6, Item (a) to (e).
- 2024/25 Treasury Management, Capital, and Investment Strategies, MRP Statement and Flexible Use of Capital Receipts Strategy. **Appendix 2**.

1. PURPOSE OF THE REPORT

- 1.1 The purposes of this report are to allow Council to consider and decide upon the recommendations made by Cabinet in relation to the 2024/25 Budget, the Medium-Term Financial Strategy (MTFS), the Treasury Management, Capital and Investment Strategies, MRP Statement and Use of Capital Receipts Strategy and other associated matters and seek Council's formal determination of the Council Tax for 2024/25.

2. BACKGROUND

- 2.1 During January 2024, the Overview and Scrutiny (Performance & Growth) Panel and Cabinet received the final budget proposals that:
- 2.1.1 detailed the savings and growth proposals for 2024/25 and the MTFS (2025/26 to 2028/29);
 - 2.1.2 proposed a Council Tax increase of 3.21% in 2024/25 and £5 annual increase for the duration of the MTFS;
 - 2.1.3 presented the Final Capital Programme 2024/25 to 2028/29; and
 - 2.1.4 presented the 2024/25 Budget and MTFS (2025/26 to 2028/29).

3. ANALYSIS

- 3.1 The detailed 2024/25 Budget & MTFS (2025/26 to 2028/29) is shown in **Appendix 1**. The key elements that members should note are as follows:
- 3.1.1 Paragraph 1.3.1 of Appendix 1 shows:
 - 3.1.1.1 Net expenditure for the Council is £26.004m.
 - 3.1.1.2 The budget requirement for the Council is £27.090m.
 - 3.1.1.3 A budgeted contribution from earmarked reserves of £0.787m.
 - 3.1.1.4 A budgeted contribution to general reserves of £1.872m.
 - 3.1.1.5 Council Tax requirement for the Council is £10.632m.
 - 3.1.1.6 Council Tax base is 66,095.9 (analysed paragraph 6.2)
 - 3.1.1.7 Council Tax per band D property is £160.86.
 - 3.1.1.8 Council Tax increase of 3.21% equating to £5 for 2024/25.
 - 3.1.2 Paragraph 1.4.1 of Appendix 1 shows that the estimated General Fund reserves on 31 March 2025 will be £2.175m.
 - 3.1.3 Paragraph 2.1 shows the overall spend and income by subjective analysis (i.e., employees, buildings etc.) for all Council services; with Paragraph 2.2 showing, for each service, the spend and income by subjective analysis, and Paragraph 2.3 showing, for each Portfolio, the spend and income by subjective analysis.

- 3.1.4 Paragraph 3.1 details the proposed Capital Programme for 2024/25 at £26.073m and the details for the period 2025/26 to 2028/29.
- 3.1.5 Paragraphs 4.0 and 5.0 indicate the main budgetary issues relating to Treasury Management and the Capital Financing Requirement (CFR). The CFR is reducing from an opening balance of £75.653m in 2024/25 to a closing balance of £72.101m in 2028/29 as a result of MRP that is being set aside and takes into account the future financing for the CIS and the Capital Programme.
- 3.1.6 Paragraph 6.1 is the Formal 2024/25 Council Tax Resolution, and Paragraph 6.2 illustrates the Council Tax Base. Paragraphs 6.3 and 6.4 will show the:
 - 3.1.6.1 2024/25 Council Tax by Property Band for each Precepting Authority, and the Billing Authority, and the
 - 3.1.6.2 Total 2024/25 Council Tax by Property Band for each Precepting Authority and the Billing Authority.

The Resolution and accompanying tables assume that the Council will support the proposals in the Budget report for Huntingdonshire District Council's Council Tax for 2024/25.

- 3.1.7 Paragraph 7.0 and Annex A details the Fees and Charges Schedule for 2024/25. Where the Council has discretion to increase fees and charges, and it has been considered appropriate to do so, relevant fees and charges have been increased. Members should note that some fees and charges will be increased during the financial year.
- 3.1.8 Paragraph 8.0 is the statutory Robustness Report required by the Responsible Financial Officer (Section 151 officer). In summary, the budget proposed for 2024/25 should not give Members any significant concerns over the Council's financial position. In respect of the MTFS 2025/26 to 2028/29; there will inevitably be an increased funding risk to the provision of services due to the pressures on central Government resources and other economic influences. However, as the Council continually reviews and manages budgets, it is fair to conclude that the Council is taking proactive action to manage its budgetary position.
- 3.1.9 The Treasury Management, Capital and Investment Strategies, the Annual Minimum Revenue Provision Statement, and the Flexible Use of Capital Receipts Strategy for 2024/25 are summarised and detailed in Appendix 2.

4. COMMENTS OF OVERVIEW & SCRUTINY

- 4.1 The Panel discussed the Final 2024/25 Budget and Medium-term Financial Strategy (2025/26 to 2028/29) including Capital Programme at its meeting on 31st January 2024.
- 4.2 Following a question from Councillor Gleadow regarding the introduction of the garden waste subscription service, the Panel heard that this was introduced due to jeopardy in future budgets, there was a commitment to progress this service and to delay this would result in a considerable operational deficit alongside costs incurred by the project implementation and refunds to those who had already paid.
- 4.3 Councillor Martin enquired about why there was a 668% increase on last years budget under the Head of Service Strategic Insights and Delivery line, following which the Panel heard that the reasons for this would be sought and brought back to the Panel at a later date. Following the meeting, the Panel were advised that the reasons for the significant increase were;
- All of the funded Biodiversity for All roles (Project Manager/Project Admin/Two Graduate Ecologists) are now filled. These are funded through CPCA.
 - Sports Development was transferred into SID during 2023/24 from One Leisure.
 - Two staff were transferred into SID from Transformation.
- 4.4 In response to a further question from Councillor Martin, the Panel heard that in order to achieve good energy prices over the last couple of years, the Council had joined a framework agreement where energy is purchased in advance, meaning HDC benefitted from lower rates when prices were rising but that our consumption will continue at higher rates initially even though the market price is starting to decrease.. In addition it was noted that the Council's recent decarbonisation works had moved the Councils energy usage from gas to electricity which is a more expensive energy.
- 4.5 Following a question from Councillor Harvey, the Panel heard that the increase in the Finance and Resources figure in Table 21 included the creation of the new reserves going forward as well as other costs such as MRP calculations.
- 4.6 Councillor Pickering enquired why there were lines within the Fees and Charges document which were showing a 0% increase. The Panel heard that some of these were outside of the Council's control as they were statutory fees, that some fees such as One Leisure fees had increased but that all fees had been discussed with relevant portfolio holders and decisions made based on those.

- 4.7 Councillor Jennings highlighted a discrepancy between figures quoted as being in the MTFS for the Garden Waste Subscription Service and figures which had been presented to the Panel last year. The Panel heard that there had been a cost included in the business case relating to possible additional charges from the County Council. There has been no advisement of any additional costs that will be payable, so these figures have not been reflected through the MTFS.
- 4.8 The Panel heard, following a further question from Councillor Jennings on the decrease in the number of Council Tax properties compared to last year's MTFS, that the Council Tax team had undertaken work to ensure a more accurate figure in this year's budget rather than an estimation which had been used in previous years, therefore the team were fully confident on the figures given within the Council Tax base.
- 4.9 Detail was given to the Panel after a question from Councillor Jennings relating to the growth bids in Table 2B. That the growth bids within;
- Corporate Services related to assessments on rents on Commercial investment strategy, improving Civic Suite streaming, facility management remedial works on non compliant fire doors, implementation of workforce Strategy.
 - Finance & Resources related to additional resource to assist with reporting
 - And that detail would be sought and reported back to the Panel for growth bids within Planning and Regeneration & Growth.
- 4.10 Following a question from Councillor Wells relating to the detail in Table 7 surrounding supplies and services, communications and computing, the Panel heard that again the detail would be sought and relayed to the Panel after the meeting. Following the meeting, the Panel were advised that the sizeable decrease between last year's budget and the current year's budget was linked to reclassification of partner spend through the 3C ICT agreement; it was not a reduction in the Council's direct spend.
- 4.11 Councillor Cawley enquired about the growth shown under Leisure, Waste and Street Scene in Table 2, and the Panel were advised that this was due to an anticipated increase in wages in line with the planned national minimum wage increases and increased energy costs following the conversion to electricity from gas. The Panel also heard that the £900,000 in the report relating to the MRF contract was not yet confirmed but this was consistent with the information provided by the County Council to date.
- 4.12 Councillor Gardener advised the Panel that as a County Councillor, he had been advised that the County Council planned to charge the District Council for the anticipated reduction in waste disposal following the implementation of the garden Waste Subscription Service and expressed surprise that this cost had not been accounted for within the budget.

- 4.13 It was observed by Councillor Gardener that tables 14 and 24 did not show any planned training budget for either Leisure & Health or Planning Services whereas other services did show this. The Panel heard that there was a centrally held budget for training but that some services had put specific training costs into their budgets in addition to this.
- 4.14 Councillor Cawley enquired about the £2.5m budgeted for the Workforce Strategy and asked for clarity on what this would cover. The Panel heard that this Strategy was still being developed and therefore the detail was not yet available however this was the amount which had been reserved for the work.
- 4.15 Following the discussion, the Panel were informed that their comments would be added to the Cabinet report in order for an informed decision to be made on the report recommendations.

5. KEY IMPACTS / RISKS

- 5.1 The delivery of the 2024/25 budget will be managed via the Council's budget monitoring processes throughout the year.
- 5.2 Throughout the MTFs 2025/26 to 2028/29 there are a number of key savings initiatives or additional income generation schemes that must be delivered in a timely fashion to secure savings required to ensure that the Council has a balanced budget.

6. WHAT ACTIONS WILL BE TAKEN/TIMETABLE FOR IMPLEMENTATION

- 6.1 The 2024/25 Budget forms an integral part of the service planning process for 2024/25. Consequently, actions and timescales required to ensure savings are achieved and service spending is in line with the approved budget will be contained within the final service plans and monitored through normal processes.

7. LINK TO THE CORPORATE PLAN, STRATEGIC PRIORITIES AND/OR CORPORATE OBJECTIVES

- 7.1 The budget is the financial interpretation of the Council's strategic and operational priorities that are included within the Corporate Plan.

8. CONSULTATION

- 8.1 Internal Consultation. All Budget Managers within the Council undertook a review of their service budgets during Autumn 2023. This included a review of staffing, fees and income, costs of delivery and all savings or development proposals. The outcome of this was evaluated by the Senior Leadership Team and Executive Councillors prior to the submission to the Overview & Scrutiny Committee.

9. LEGAL IMPLICATIONS

- 9.1 As per Sections 31A and 42A of the Local Government Finance Act 1992, the Council is required to set a balanced budget. This is achieved for 2024/25 so the setting of the Council Tax at the level mentioned within the report is appropriate.

10. RESOURCE IMPLICATIONS

- 10.1 The Council is required to set a balanced budget for 2024/25 and over the MTFS. Appendix 1 includes a report from the Chief Finance Officer (as the Responsible Financial Officer) confirming that she considers the budget is sufficiently robust and that there are adequate reserves.

11. REASONS FOR THE RECOMMENDED DECISIONS

- 11.1 To enable members of the Council to consider:
- 11.1.1 the 2024/25 Budget and for the Council Tax to be set; and
 - 11.1.2 the implications for the Council in respect of the MTFS for the period 2025/26 to 2028/29.

12. LIST OF APPENDICES INCLUDED

Appendix 1	2024/25 Budget & Medium-Term Financial Strategy 2025/26 to 2028/29
Appendix 2	2024/25 Treasury Management, Capital, and Investment Strategies, MRP Statement and Flexible Use of Capital Receipts Strategy
Annex A	Fees and Charges

13. BACKGROUND PAPERS

None

CONTACT OFFICER

Karen Sutton – Director of Finance & Corporate Resources (S151)
karen.sutton@huntingdonshire.gov.uk

This page is intentionally left blank



**2024/25 Budget
&
Medium Term Financial Strategy
2025/26 to 2028/29**

1.0 Strategic Budget Summary	3
• Savings, Income Generation, Growth & Revenue Implications of Capital	3
• Corporate and Government Funding	6
• Summary Budget	7
• Revenue Reserves	10
2.0 Revenue Operational Budgets and Medium-Term Financial Strategy	11
• Subjective Analysis of Spend and income	11
• Service Budgets by Head of Service	
○ Chief Operating Officer	12
○ Chief Planning Officer	13
○ Corporate Leadership	14
○ Corporate Resources	15
○ Economic Development	16
○ Housing	16
○ Leisure & Health	17
○ Operations	18
○ Strategic Insight & Delivery	19
○ 3CICT Shared Service	20
• Service Budgets by Portfolio	21
○ Community & Health	21
○ Corporate & Shared Services	22
○ Customers & Transactional Services	23
○ Finance & Resources	24
○ Leisure, Waste & Street Scene	25
○ Place	26
○ Planning	27
○ Regeneration & Growth, Economy & Skills	28
3.0 Capital	28
4.0 Treasury Management	31
5.0 Capital Financing Requirement	32
6.0 Formal 2024/25 Council Tax Resolution	33
• Huntingdonshire District Council Formal Resolution	33
• Tax Base 2024/25	35
• 2024/25 Council Tax by Property Band for each Precepting Authority and the Billing Authority	36
• Total 2024/25 Council Tax Property Band for each Precepting Authority and the Billing Authority	36
7.0 Fees and Charges	36
8.0 Robustness of the 2024/25 Budget & Medium-Term Financial Strategy	36
• Robustness and Budget Setting	36
• Challenges facing the Council	37
• Governance	39
• Risks	39
• Revenue Reserves	43
• Conclusion	43
Annex A – Fees and Charges	

1.0 STRATEGIC BUDGET SUMMARY

1.1 Savings, Income Generation, Growth and Revenue Implications of Capital

1.1.1 The financial climate continues to be unusual with inflation and interest rates having risen to levels not seen for decades, and world conflicts causing disruption to energy and food supplies. This has put considerable pressure on the Council's finances with significant, unavoidable cost increases being borne by services as well as increased demand from residents as they too struggle to cope with the same financial pressures. Portfolio holders and budget managers have reviewed planned service delivery to seek means of mitigating these impacts, whilst still delivering effective value for money outcomes.

1.1.2 The Local Government Settlement, announced in December 2023, has provided some additional funding to assist with escalating costs in 2024/25 but, as in recent years, it is only a one-year settlement, continuing the uncertainty for the latter years of the MTFS.

The NNDR reset, which will have a significant detrimental impact to the Council's finances, has been delayed for a further year and is now anticipated to be implemented in 2025/26. This projected surplus of the next budget year is not forecast to continue in future years therefore an anticipated £3.5m is available to prepare for the anticipated reduced government funding from 2026/27 onwards and it is proposed in the MTFS that this be used to implement the outcomes of the Workforce Strategy review (£2.5m) and to create an earmarked reserve (£1m) to deliver future revenue budget benefits to help protect the Council from ongoing financial uncertainty.

1.1.3 The Council generates a considerable proportion of its own funding from the various services it provides. These range from income from One Leisure and Car Parking through to charging for Licensing and Planning Services. Service specific income is shown later in this report within the service budget pages.

Notable for the 2024/25 budget is the introduction, in line with last year's MTFS, of the Garden Waste subscription service. This is a non-statutory service provided to residents at nil cost in previous years. Rather than ceasing the service completely, residents that still wish to use the service can do so for an annual fee, removing the need to reduce provision of other key services to maintain a balanced budget. The costs of implementing the subscription scheme have been expensed in 2023/24.

The MTFS also reflects changes to budgets following an appraisal of the One Leisure centres, ensuring that they operate on a sound commercial basis, deliver enhanced services that meet the needs of our residents which in turn encourage growth in leisure centre usage and subscriptions. This demonstrates our continued focus on achieving best value through an effective operating cost model and pursuit of opportunities for improvement.

1.1.4 The Council generates further income from corporate activity; this mainly focuses on:

- Treasury Management; our returns in this area have benefitted from higher interest rates received on balances held, whilst our borrowings are at fixed rates agreed with the Public Works Loan Board, protecting the Council's exposure.
- Commercial Estates; whereby the Council is proactively enhancing its commercial estate activity to develop for the Council a medium to long term revenue stream to fund services and acting as a hedge against inflation. A review of the Commercial Investment Strategy is planned in 2024/25 to continue this work.

1.1.5 The ongoing challenge for this budget is to understand the unavoidable pressures that the Council will continue to face as a result of the economic uncertainty created by world events. Therefore, previous assumptions have been reviewed and challenged considering the uncertainty around the Local Government Financial settlement beyond 2024/25.

1.1.6 Growth has appeared within the budget from three main sources:

- Inflation on employee costs; the MTFS incorporates the additional 1% increase in salary costs relating to 2023/24 and assumes fixed a budget envelope for pay awards of £1.0m, equivalent to a notional 4% increase in staffing costs for 2024/25 and 2% per annum for the following years.
- Non-employee budgets non-controllable growth (unavoidable); the most significant increase in this area is the anticipated rise in waste processing costs associated with the MRF contract procured by Cambridgeshire County Council, £0.9m/annum additional cost has been assumed in the MTFS.
- Controllable growth

1.1.7 All of the savings, income generation and growth are summarised in the service budget pages later in this report. The total Service Proposals for 2024/25 are £3,530k and **Table 1** below shows how this is allocated by service and portfolio.

Table 1a			
Service Savings and Growth Proposals			
Service	Budget Savings £000	Budget Growth £000	Total £000
Chief Operating Officer	(261)	488	227
Chief Planning Officer	(221)	196	(25)
Corporate Leadership	6	3	9
Corporate Resources	725	771	1,496
Economic Development	99	86	185
Housing	2	9	11
Leisure & Health	(276)	161	(115)
Operations	(770)	1,607	837
Strategic Insight & Delivery	(233)	981	748
3C ICT Shared Service	(378)	535	157
Total	(1,307)	4,837	3,530

Table 1b			
Portfolio Savings and Growth Proposals			
Portfolio	Budget Savings £000	Budget Growth £000	Total £000
Community & Health	(173)	68	(105)
Corporate & Shared Services	(444)	807	363
Customers & Transactional Services	(80)	426	346
Finance & Resources	781	256	1,037
Leisure, Waste & Street Scene	(1,269)	2,881	1,612
Place	6	3	9
Planning	(219)	257	38
Regeneration & Growth, Economy & Skills	91	139	230
Total	(1,307)	4,837	3,530

1.1.8 The 2024/25 budget, as shown in table 5, is set to make a contribution to reserves of £1,872k. When the 2023/24 budget was set it intended to maintain a breakeven position. The most recent forecast outturn indicates a £2,607k contribution to reserves for 2023/24.

- **Commercial Investment Strategy**

1.1.9 A key part of the Council's previous Budget strategy has been the Commercial Investment Strategy (CIS), as approved by the Council in 2015. The Council's Commercial Investments contribute a significant proportion of income to our budgets, and income has remained strong over the past year. Investing in the property market remains challenging, never more so in the current climate. A review of the strategy is planned once economic factors become more settled; whilst financial interest rates remain high there is no reward for taking on additional risk through alternative investments. Due to the continued uncertain economic conditions, particularly around retail and office space, it is difficult to predict how the market will evolve, although it should be stressed that the Council's portfolio is built around investments it plans to hold for the medium to long term. An external review of the CIS is planned during 2024/25 to ensure the Council continues to invest its funds effectively.

During the year the opportunity was taken to upgrade the two investment properties in Fareham; this was undertaken during a break in tenants at a cost of £2m, improving both the desirability and EPC ratings of the facilities.

The table below illustrates the contribution that the CIS makes to the Council's revenue budget.

Actual 2022/23	Budget 2023/24	Forecast 2023/24	Budget 2024/25	Budget 2025/26	Budget 2026/27	Budget 2027/28	Budget 2028/29
£000	£000	£000	£000	£000	£000	£000	£000
(4,010)	(2,544)	(2,473)	(3,168)	(3,385)	(3,453)	(3,493)	(3,535)

- **Capital – Revenue Implications**

1.1.10 The revenue budget contains any implications from the proposed capital programme for 2024/25 and the MTFs, whether that will be savings because of investment, additional running costs or the cost of borrowing (Minimum Revenue Provision).

- **Summary Impact of all budget changes – comparing Final Budget 2023/24 to Final Budget 2024/25**

1.1.11 Overall, the revenue changes to the budget in respect of Savings & Additional Income, Service Growth and Capital have resulted in a net increase in the Council's budget of £1.891m (8%) when compared to the 2023/24 Original Budget and an increase of £3.494m (16%) when compared to the 2023/24 Forecast Outturn. A service-by-service and portfolio-by-portfolio summary is shown in **Table 2** below.

Table 2a Service	Summary of Total Budget Movements (Original Budget for 2022/23 to Base Budget 2023/24)									
	2023/24		2024/25						Variance	
	Forecast Outturn	Original Budget	Previously Approved	Unavoidable Pressures	Growth Bids	Inflation & Employee Related Growth	Other Operational Adjustments	Proposed Budget	To 2023/24 Forecast	To 2023/24 Budget
	£000	£000	£000	£000	£000	£000	£000	£000	%	%
Chief Operating Officer	4,998	5,261	5,574	100	-	388	(261)	5,801	16%	10%
Chief Planning Officer	867	967	770	-	81	115	(221)	745	(14%)	(23%)
Corporate Leadership	1,244	1,289	652	-	-	3	6	661	(47%)	(49%)
Corporate Resources	5,890	8,100	7,301	189	328	254	725	8,797	49%	9%
Economic Development	210	205	210	-	78	8	99	395	88%	93%
Housing Strategy	198	196	199	-	(27)	36	2	210	6%	7%
Leisure & Health	361	265	411	331	(599)	429	(276)	296	(18%)	12%
Operations	5,796	5,109	4,697	1,106	310	191	(770)	5,534	(5%)	8%
Strategic Insight & Delivery	337	99	(86)	280	203	498	(233)	662	96%	569%
3C ICT Shared Service	2,609	2,622	2,746	-	95	440	(378)	2,903	11%	11%
Net Expenditure	22,510	24,113	22,474	2,006	469	2,362	(1,307)	26,004		
Forecast Outturn	22,510							26,004	16%	
Budget		24,113						26,004		8%

Table 2b Portfolio	Summary of Total Budget Movements (Original Budget for 2022/23 to Base Budget 2023/24)									
	2023/24		2024/25						Variance	
	Forecast Outturn	Original Budget	Previously Approved	Unavoidable Pressures	Growth Bids	Inflation & Employee Related Growth	Other Operational Adjustments	Proposed Budget	To 2023/24 Forecast	To 2023/24 Budget
	£000	£000	£000	£000	£000	£000	£000	£000	%	%
Community & Health	237	278	416	-	-	68	(173)	311	31%	12%
Corporate & Shared Services	6,875	7,234	7,574	69	262	476	(444)	7,937	15%	10%
Customers & Transactional Services	4,403	4,473	4,652	100	-	326	(80)	4,998	14%	12%
Finance & Resources	1,708	3,673	2,828	60	108	88	781	3,865	126%	5%
Leisure, Waste & Street Scene	6,170	5,270	4,637	1,717	(95)	1,259	(1,269)	6,249	1%	19%
Place	1,244	1,289	652	-	-	3	6	661	(47%)	(49%)
Planning	1,321	1,407	1,216	60	81	116	(219)	1,254	(5%)	(11%)
Regeneration & Growth, Economy & Skills	552	489	499	-	113	26	91	729	32%	49%
Net Expenditure	22,510	24,113	22,474	2,006	469	2,362	(1,307)	26,004		
Forecast Outturn	22,510							26,004	16%	
Budget		24,113						26,004		8%

1.2 Corporate and Government Funding

- **Government Grant**

1.2.1 The government provides a fair proportion of the core funding of the Council. Some of this funding is in relation to specific services e.g., Housing Benefit, but some of the funding is in support of general activity; with regard to:

- New Homes Bonus (NHB), on the 18 December 2023 the Government provisionally made an announcement in respect of New Homes Bonus and the 2024/25 settlement is expected be £1.699m; this is the final year of this funding.
- A grant has been created to ensure every authority has an increase in Core Spending Power of at least 3%. The settlement is expected to be £0.804m in 2024/25 and this is included in the 2024/25 MTFS.
- On the 18 December 2023, the Government provisionally confirmed there would be no negative RSG for 2024/25. As the Fair Funding Review continues to be delayed, the 2024/25 MTFS provides for prudent RSG receipts for 2024/25 to 2028/29 in accordance with expert advice.

Council Tax and Business Rates

- 1.2.2 There is an assumption within the 2024/25 Budget there will be a Council Tax increase of 3.21% (equating to £5) for a Band D property. The Local Government Financial Settlement 2024/25 confirmed the referendum principle for Council Tax increases of up to 2.99% or £5, whichever is higher, for shire district councils. From 2025/26 over the remaining term of the MTFS Council Tax will be increased by £5 per annum. Therefore, the Council Tax for 2024/25 will be £160.86 per Band D equivalent property.

Council Tax					
	2020/21	2021/22	2022/23	2023/24	2024/25
	£145.86	£145.86	150.86	£155.86	£160.86
% increase on previous		0.00%	3.43%	3.31%	3.21%
Cumulative % increase		0.00%	3.43%	6.86%	10.28%

In December 2023, the Council approved a new Council Tax Support Scheme which reduced the Council Tax base. The effects of this new simplified scheme have been reflected through the MTFS.

- 1.2.3 The Council receives 40% of the Business rates collected and, after allowing for the tariff payment and s.31 grant funding, it estimates this to be £13.780m in 2024/25, this is an increase of 22.1% from the previous year. The increase is as a result of changes in rateable values and assumes an annual inflation factor of 2.2% and allows growth over the MTFS period to reflect the annual inflation increases to the business rates multiplier.

Collection Fund (Surplus)/Deficit

- 1.2.4 The Collection Fund is the statutory account for the Council Tax and Business Rates income and the payments to preceptors of their respective shares. Any surplus or deficit on the Collection Fund at year end is distributed to the preceptors, as per legislation. The Council is required to make an estimate of the projected surplus or deficit of each component of the Collection Fund at year end in order for the preceptors to bring their share of the surplus or deficit into the budget setting process.
- 1.2.5 For the purposes of budget setting the Council Tax element of the estimated year end position of the Collection Fund is shown in **Table 3** below along with the share that is apportioned to the Council.

Table 3	Collection Fund Estimated Deficit 2023/24	
	Deficit £000	HDC Share £000
Council Tax	719	93

1.3 Summary Budget

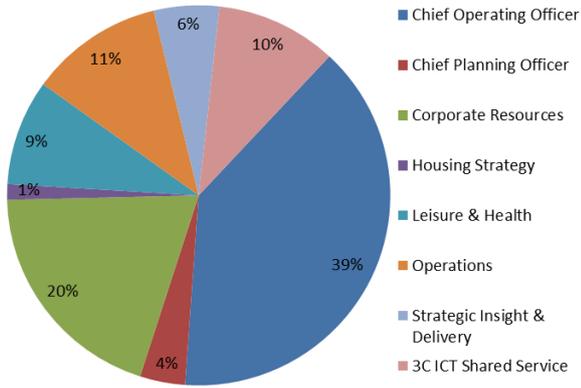
- 1.3.1 Considering the 3.21% increase in Council Tax for 2024/25 and the annual increases over the MTFS period, this results in the funding statement shown in **Table 4** and **Table 5** below.

Table 4a By Head of Service	Council Services Net Expenditure Budget (2024/25) and MTFS						
	2023/24		2024/25	Medium Term Financial Strategy			
	Budget £000	Forecast £000	Budget £000	2025/26 £000	2026/27 £000	2027/28 £000	2028/29 £000
Chief Operating Officer	5,261	4,998	5,801	6,343	6,438	6,593	6,703
Chief Planning Officer	967	867	745	730	682	733	785
Corporate Leadership	1,289	1,244	661	625	589	553	567
Corporate Resources	8,100	5,890	8,797	9,472	7,474	7,542	7,753
Economic Development	205	210	395	299	279	284	290
Housing	196	198	210	216	217	221	225
Leisure & Health	265	361	296	132	130	126	104
Operations	5,109	5,796	5,534	5,074	4,823	4,936	5,051
Strategic Insight & Delivery	99	337	662	556	556	500	534
3C ICT Shared Service	2,622	2,609	2,903	2,887	2,918	2,941	2,973
Net Expenditure	24,113	22,510	26,004	26,334	24,106	24,429	24,985

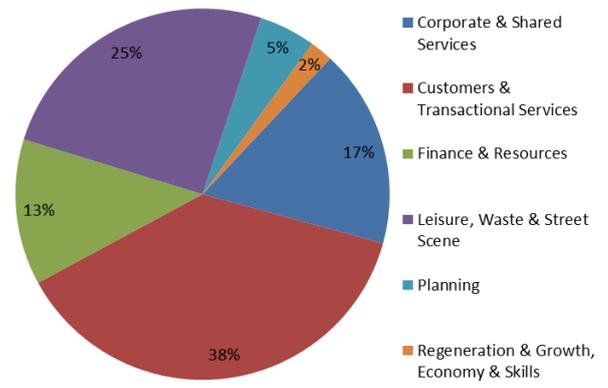
Table 4b By Portfolio	Council Services Net Expenditure Budget (2024/25) and MTFS						
	2023/24		2024/25	Medium Term Financial Strategy			
	Budget £000	Forecast £000	Budget £000	2025/26 £000	2026/27 £000	2027/28 £000	2028/29 £000
Community & Health	278	237	311	355	358	361	364
Corporate & Shared Services	7,234	6,875	7,937	7,946	8,055	8,165	8,235
Customers & Transactional Services	4,473	4,403	4,998	5,494	5,584	5,724	5,836
Finance & Resources	3,673	1,708	3,865	4,579	2,598	2,597	2,771
Leisure, Waste & Street Scene	5,270	6,170	6,249	5,435	5,089	5,133	5,251
Place	1,289	1,244	661	625	589	553	567
Planning	1,407	1,321	1,254	1,261	1,213	1,267	1,320
Regeneration & Growth, Economy & Skills	489	552	729	639	620	629	641
Net Expenditure	24,113	22,510	26,004	26,334	24,106	24,429	24,985

Table 5	Council Funding Statement Budget (2024/25) and MTFS						
	2023/24		2024/25	Medium Term Financial Strategy			
	Budget £000	Forecast £000	Budget £000	2025/26 £000	2026/27 £000	2027/28 £000	2028/29 £000
Net Expenditure	24,113	22,510	26,004	26,334	24,106	24,429	24,985
Contribution to/(from) Earmarked Reserves:	187	463	(787)	236	247	509	522
Contribution to/(from) General Reserves	(0)	2,607	1,872	1,477	(2,163)	(1,874)	(1,525)
Budget Requirement	24,299	25,580	27,090	28,047	22,191	23,065	23,982
Retained Business Rates Income	(33,166)	(34,203)	(36,843)	(38,240)	(36,070)	(37,252)	(38,509)
Tariff	21,360	21,360	22,320	22,614	28,796	29,161	29,556
Levy	2,462	2,850	3,303	3,657	1,091	1,468	1,864
Renewables	(1,170)	(1,170)	(1,170)	(1,170)	(1,169)	(1,169)	(1,169)
Designated (Enterprise Zones)	(758)	(1,390)	(1,390)	(1,457)	(1,492)	(1,528)	(1,565)
Returned BRRS Surplus	-	-	-	-	(572)	(572)	(572)
Returned Cap Compensation	-	-	-	-	(1,021)	(1,021)	(1,021)
	(11,272)	(12,553)	(13,780)	(14,596)	(10,437)	(10,914)	(11,417)
Revenue Support Grant (RSG)	(177)	(177)	(188)	(178)	(162)	(98)	(28)
New Homes Bonus	(1,273)	(1,273)	(1,699)	-	-	-	-
Collection Fund (Surplus) / Deficit	(36)	(36)	93	-	-	-	-
3% Funding Guarantee	(1,064)	(1,051)	(804)	(2,107)	-	-	-
Services Grant	(178)	(185)	(29)	(29)	-	-	-
Rural Services Grant	(45)	(50)	(50)	(50)	(50)	(50)	(50)
Council Tax Requirement	10,255	10,255	10,632	11,087	11,541	12,003	12,487
- Base (*)	65,795.0	65,795.0	66,095.9	66,845.2	67,544.9	68,251.4	69,043.4
- Per Band D (£)	155.86	155.86	160.86	165.86	170.86	175.86	180.86
- Increase (£)			5.00	5.00	5.00	5.00	5.00
- Increase %			3.21%	3.11%	3.01%	2.93%	2.84%

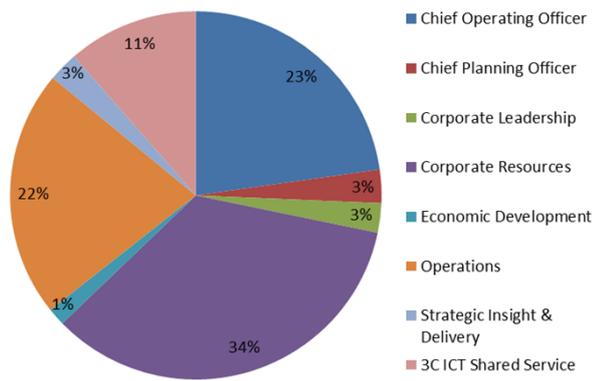
Gross Spend by Service 2024/25 %



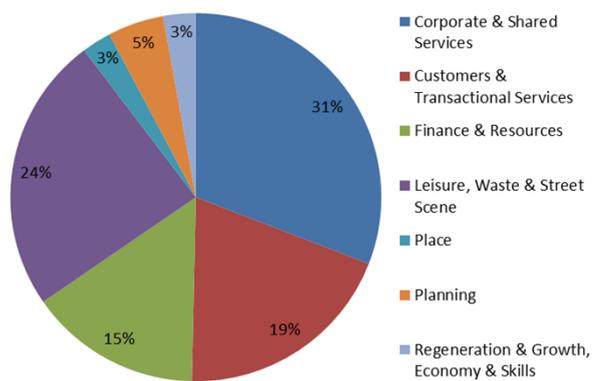
Gross Spend by Portfolio 2024/25 %



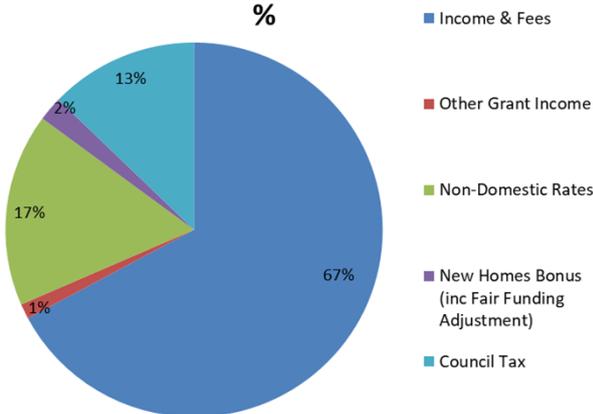
Net Spend by Service 2024/25 %



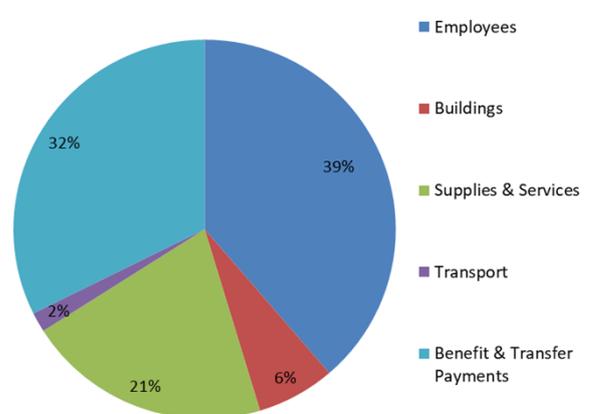
Net Spend by Portfolio 2024/25 %



How Services Are Paid For in 2024/25 %



Subjective Analysis 2024/25 %



1.4 Revenue Reserves

1.4.1 The impact on the **General Fund Reserve** of the grant settlement from Government, the Council's policy to increase Council Tax and the savings, income and growth built into the budget 2024/25 and MTFS is shown in **Table 6** below.

GENERAL RESERVES MOVEMENT							
Table 6	Reserves and MTFS						
	2023/24		2024/25	Medium Term Financial Strategy			
	Budget £000	Forecast £000	Budget £000	2025/26 £000	2026/27 £000	2027/28 £000	2028/29 £000

BUDGET SURPLUS RESERVE							
b/f	5,102	4,896	6,230	5,403	6,880	4,717	2,843
Contribution from (to) General Fund	(0)	2,607	872	1,477	(2,163)	(1,874)	(1,525)
Contribution from (to) CIS Reserve	(1,273)	(1,273)	(1,699)	-	-	-	-
c/f	3,829	6,230	5,403	6,880	4,717	2,843	1,318

COMMERCIAL INVESTMENT RESERVE							
b/f	5,595	6,339	7,212	8,911	8,911	8,911	8,911
Contribution from (to) General Fund	-	-	-	-	-	-	-
Contribution from (to) Budget Surplus Reserve	1,273	1,273	1,699	-	-	-	-
Use of Reserve	-	(400)	-	-	-	-	-
c/f	6,868	7,212	8,911	8,911	8,911	8,911	8,911

GENERAL FUND (Unallocated) RESERVE							
b/f	2,175						
Contribution to/(from) Reserve	(0)	2,607	872	1,477	(2,163)	(1,874)	(1,525)
Contribution from(to) Budget Surplus	0	(2,607)	(872)	(1,477)	2,163	1,874	1,525
c/f	2,175						
Net Expenditure	24,113	22,510	26,004	26,334	24,106	24,429	24,985
Minimum Level of Reserves	2,175						

1.4.2 Contributions to Earmarked Reserves occur when budget is identified for specific purposes and will only be available for those specific purposes. Contributions from Earmarked Reserves occur when the specific purpose for which the budget was identified has been delivered. This approach matches costs and funding.

2.0 REVENUE OPERATIONAL BUDGETS AND MEDIUM-TERM FINANCIAL STRATEGY

2.1 Subjective Analysis of Spend and Income

Huntingdonshire District Council Table 7

Actuals 2022/23	Subjective Analysis : Controllable Only		2023/24 Budget	2024/25 Budget	2025/26 Budget	2026/27 Budget	2027/28 Budget	2028/29 Budget
£000			£000	£000	£000	£000	£000	£000
-	Income & Fees	Commuted sums	(82)	(82)	(82)	(82)	(82)	(82)
(53)		Developer Contributions	(50)	(50)	(50)	(50)	(50)	(50)
(17,863)		Fees & charges	(16,834)	(17,460)	(18,287)	(19,023)	(19,170)	(19,303)
(35,557)		Government grants	(23,885)	(24,327)	(20,021)	(19,003)	(17,984)	(18,986)
(1,465)		Interest Income	(436)	(1,633)	(1,333)	(1,085)	(1,085)	(1,025)
(9)		NDR	(7)	(8)	(8)	(8)	(8)	(8)
(4,543)		Other grants and contributions	(4,286)	(6,394)	(6,143)	(5,913)	(5,917)	(5,982)
(5,567)		Rent	(4,783)	(5,148)	(5,417)	(5,451)	(5,504)	(5,554)
(1,052)		Sales	(638)	(781)	(884)	(934)	(941)	(941)
(66,109)	Income & Fees Total		(51,002)	(55,883)	(52,226)	(51,549)	(50,741)	(51,931)
18,622	Employees	Salary	20,768	23,088	23,098	23,351	23,726	24,196
1,840		National Insurance	1,780	1,829	1,851	1,904	1,958	2,019
3,090		Pension	3,393	3,761	3,773	3,837	3,907	3,985
277		Employee Insurance	286	321	328	334	341	341
1,797		Hired Staff	348	360	343	343	343	343
2,608		Other Staff Costs	1,830	1,913	1,700	1,700	1,700	1,700
36		Recruitment	34	36	34	34	34	34
217		Severance payments	152	152	152	152	152	152
168		Training	124	94	83	87	83	83
63		Uniform & laundry	47	44	44	44	44	44
28,719	Employees Total		28,763	31,599	31,404	31,785	32,287	32,895
955	Buildings	Energy Costs	2,028	2,344	2,324	2,325	2,326	2,326
43		Ground Maintenance Costs	9	12	12	12	12	12
63		Premises Cleaning	96	85	92	92	92	92
100		Premises Insurance	124	134	135	135	135	135
10		Rates	7	7	7	7	7	7
7		Rents	13	13	13	13	13	13
1,407		Rents Payable	1,725	1,855	1,887	1,948	1,993	1,993
518		Repairs & Maintenance	780	820	765	766	766	767
80		Water Services	135	134	134	134	134	134
3,183	Buildings Total		4,918	5,404	5,369	5,431	5,477	5,478
7	Supplies & Services	Catering	5	6	6	6	6	6
1,362		Communication and computing	1,269	260	267	273	274	275
(37)		Election Costs	-	-	-	-	-	-
4,529		Equipment, furniture & materials	3,722	3,744	3,728	3,749	3,743	3,733
9		Expenses	-	-	-	-	-	-
79		Insurance - service related	86	91	92	92	93	93
397		Members Allowances	440	430	438	446	455	459
473		Office expenses	407	580	579	557	536	537
5		Other Staff Costs	-	-	-	-	-	-
98		Premises Cleaning	74	74	74	74	74	74
3		Repairs & Maintenance	-	-	-	-	-	-
(243)		Sales	(40)	(35)	(35)	(35)	(35)	(35)
5,744		Services	7,374	11,732	11,551	9,173	9,149	9,290
12,425	Supplies & Services Total		13,337	16,882	16,700	14,335	14,297	14,432
3	Transport	Contract Hire & operating leases	7	6	6	6	6	6
29		Mileage Allowance	55	54	54	54	54	54
1,083		Operating Costs	1,193	1,112	1,132	1,153	1,153	1,153
8		Other Transport Costs	-	-	-	-	-	-
28		Pool Car	30	21	21	21	21	21
4		Public Transport	18	11	11	11	11	11
157		Vehicle Insurance	154	173	177	180	184	184
1,312	Transport Total		1,457	1,378	1,402	1,425	1,429	1,429
24,918	Benefit & Transfer Payments	Benefits	23,803	23,775	20,782	19,782	18,782	19,782
1,218		Contributions paid	1,046	1,068	1,068	1,068	1,068	1,068
11,046		Grants	1,009	975	852	847	848	848
-		Irrecoverable V A T	106	-	-	-	-	-
503		Levies	503	564	564	564	564	564
16		Other Misc Payments	7	7	7	7	7	7
37,701	Benefit & Transfer Payments Total		26,473	26,388	23,272	22,267	21,268	22,268
-	Renewals Fund Contribution	Renewals Fund Contribution	33	83	83	83	83	83
-	Renewals Fund Contribution Total		33	83	83	83	83	83
72	Reserve-Revenue Transfers	Bad Debts Provision	155	155	155	155	155	155
-		Reserve-Revenue Transfers	(21)	(1)	174	174	174	174
72	Reserve-Revenue Transfers Total		134	154	329	329	329	329
17,303	Net Service Expenditure		24,113	26,004	26,333	24,107	24,429	24,984

2.2 Service Budgets by Head of Service

Huntingdonshire District Council Table 8

Actuals 2022/23	Head of Service	Chief Operating Officer	2023/24 Budget	2024/25 Budget	2025/26 Budget	2026/27 Budget	2027/28 Budget	2028/29 Budget
£ 000			£ 000	£ 000	£ 000	£ 000	£ 000	£ 000
(1,924)	Income & Fees	Fees & charges	(2,023)	(2,129)	(2,152)	(2,167)	(2,159)	(2,159)
(35,114)		Government grants	(23,850)	(23,590)	(19,985)	(18,967)	(17,948)	(18,950)
(7)		Other grants and contributions	(93)	(3)	(3)	(3)	(3)	(3)
(124)		Rent	(130)	(134)	(138)	(143)	(147)	(147)
(5)		Sales	(5)	(17)	(17)	(17)	(17)	(17)
(37,174)	Income & Fees Total		(26,101)	(25,873)	(22,296)	(21,297)	(20,274)	(21,276)
3,873	Employees	Salary	4,267	4,532	4,535	4,603	4,695	4,789
392		National Insurance	371	375	381	392	404	417
638		Pension	678	738	738	753	768	783
192		Hired Staff	-	-	-	-	-	-
65		Other Staff Costs	29	29	29	29	29	29
4		Recruitment	-	-	-	-	-	-
17		Severance payments	-	-	-	-	-	-
6		Training	4	4	4	4	4	4
1		Uniform & laundry	1	1	1	1	1	1
5,187	Employees Total		5,351	5,680	5,687	5,781	5,901	6,022
24	Buildings	Energy Costs	94	95	96	97	98	98
5		Rents Payable	1	-	-	-	-	-
7		Repairs & Maintenance	16	5	5	5	5	5
15		Water Services	28	28	28	28	28	28
51	Buildings Total		138	128	129	130	131	131
-	Supplies & Services	Catering	1	-	-	-	-	-
65		Communication and computing	114	24	24	24	24	24
70		Equipment, furniture & materials	58	45	48	48	58	48
56		Office expenses	42	127	127	127	127	127
(1)		Sales	(1)	(1)	(1)	(1)	(1)	(1)
363		Services	362	409	410	412	413	413
555	Supplies & Services Total		576	605	609	611	622	612
10	Transport	Mileage Allowance	16	15	15	15	15	15
8		Operating Costs	7	8	8	8	8	8
8		Other Transport Costs	-	-	-	-	-	-
13		Pool Car	12	9	9	9	10	9
2		Public Transport	3	3	3	3	3	3
1		Vehicle Insurance	-	-	-	-	-	-
41	Transport Total		39	35	35	35	35	35
24,918	Benefit & Transfer Payments	Benefits	23,803	23,775	20,782	19,782	18,782	19,782
1,133		Contributions paid	969	991	991	991	991	991
10,408		Grants	371	375	251	251	251	251
-		Irrecoverable V A T	6	-	-	-	-	-
36,458	Benefit & Transfer Payments Total		25,149	25,141	22,023	21,023	20,023	21,023
-	Renewals Fund Contribution	Renewals Fund Contribution	8	8	8	8	8	8
-	Renewals Fund Contribution Total		8	8	8	8	8	8
28	Reserve-Revenue Transfers	Bad Debts Provision	147	147	147	147	147	147
-		Reserve-Revenue Transfers	(45)	(71)	-	-	-	-
28	Reserve-Revenue Transfers Total		102	76	147	147	147	147
5,147	Net Service Expenditure		5,262	5,801	6,343	6,439	6,593	6,703
42,321	Gross Service Expenditure		31,363	31,674	28,639	27,735	26,867	27,979
(37,174)	Gross Service Income		(26,101)	(25,873)	(22,296)	(21,297)	(20,274)	(21,276)
5,147	Net Service Expenditure		5,262	5,801	6,343	6,439	6,593	6,703
106	Building Control		250	250	250	250	250	250
109	Chief Operating Officer		108	109	111	113	116	118
471	Communities		357	379	424	428	433	437
156	Community Resilience		195	329	332	336	349	357
(134)	Council Tax Support		(122)	(114)	(114)	(114)	(114)	(114)
850	Customer Services		902	981	1,001	1,022	1,043	1,064
185	Document Centre		173	174	177	181	195	188
125	Environmental Health Admin		133	46	47	48	49	50
606	Environmental Health Services		695	750	771	788	804	821
2,024	Housing Benefits		1,892	2,152	2,554	2,597	2,657	2,696
1,058	Housing Needs		1,032	1,050	1,095	1,089	1,107	1,124
(183)	Licencing		(105)	(74)	(75)	(69)	(64)	(58)
(227)	Local Tax Collection		(250)	(231)	(231)	(231)	(231)	(231)
5,147	Net Service Expenditure		5,262	5,801	6,343	6,439	6,593	6,703

Actuals 2022/23	Head of Service	Chief Planning Officer	2023/24 Budget	2024/25 Budget	2025/26 Budget	2026/27 Budget	2027/28 Budget	2028/29 Budget
£ 000			£ 000	£ 000	£ 000	£ 000	£ 000	£ 000
(53)	Income & Fees	Developer Contributions	(50)	(50)	(50)	(50)	(50)	(50)
(2,154)		Fees & charges	(1,636)	(2,040)	(1,973)	(2,070)	(2,070)	(2,070)
(40)		Government grants	(20)	(20)	(20)	(20)	(20)	(20)
-		Other grants and contributions	(223)	(225)	(229)	(233)	(238)	(242)
(3)		Sales	(2)	(2)	(2)	(2)	(2)	(2)
(2,251)	Income & Fees Total		(1,931)	(2,337)	(2,274)	(2,376)	(2,380)	(2,384)
1,392	Employees	Salary	1,864	2,039	2,052	2,093	2,134	2,177
147		National Insurance	179	185	188	193	199	205
240		Pension	312	353	355	362	369	377
243		Hired Staff	41	47	30	30	30	30
5		Other Staff Costs	1	2	2	2	2	2
3		Recruitment	-	-	-	-	-	-
8		Training	-	-	-	-	-	-
		Uniform & laundry	2	2	2	2	2	2
2,039	Employees Total		2,399	2,628	2,628	2,681	2,736	2,792
	Buildings	Rents Payable	3	3	3	3	3	3
0	Buildings Total		3	3	3	3	3	3
7	Supplies & Services	Communication and computing	9	9	9	9	9	9
30		Equipment, furniture & materials	12	13	13	13	13	13
35		Office expenses	40	41	41	41	41	41
223		Services	269	215	135	135	135	135
296	Supplies & Services Total		330	278	198	198	199	199
3	Transport	Mileage Allowance	5	4	4	4	4	4
3		Pool Car	8	5	5	5	5	5
		Public Transport	1	1	1	1	1	1
6	Transport Total		13	10	10	10	10	10
52	Benefit & Transfer Payments	Grants	58	59	61	61	61	62
52	Benefit & Transfer Payments Total		58	59	61	61	61	62
-	Reserve-Revenue Transfers	Reserve-Revenue Transfers	95	105	105	105	105	105
0	Reserve-Revenue Transfers Total		95	105	105	105	105	105
141	Net Service Expenditure		967	745	729	682	733	785
2,392	Gross Service Expenditure		2,898	3,082	3,004	3,057	3,113	3,169
(2,251)	Gross Service Income		(1,931)	(2,337)	(2,274)	(2,376)	(2,380)	(2,384)
141	Net Service Expenditure		967	745	729	682	733	785
(283)	Development Management		201	(140)	(240)	(303)	(269)	(235)
424	Planning Policy		766	885	969	985	1,002	1,019
141	Net Service Expenditure		967	745	729	682	733	785

Actuals 2022/23	Head of Service	Corporate Leadership	2023/24 Budget	2024/25 Budget	2025/26 Budget	2026/27 Budget	2027/28 Budget	2028/29 Budget
£ 000			£ 000	£ 000	£ 000	£ 000	£ 000	£ 000
506	Employees	Salary	509	525	535	546	557	568
63		National Insurance	62	59	60	61	63	65
87		Pension	88	91	93	94	96	98
-		Hired Staff	(1)	-	-	-	-	-
2		Other Staff Costs						
10		Recruitment	-	-	-	-	-	-
3		Training	5	7	7	7	7	7
670	Employees Total		663	681	695	709	723	738
3	Buildings	Rents Payable						
3	Buildings Total							
-	Supplies & Services	Catering	1	3	3	3	3	3
10		Communication and computing	2	1	1	1	1	1
14		Equipment, furniture & materials	-	1	1	1	1	1
21		Office expenses	15	14	14	14	14	14
148		Services	605	(44)	(94)	(144)	(194)	(194)
193	Supplies & Services Total		622	(25)	(75)	(125)	(175)	(175)
	Transport	Mileage Allowance	2	3	3	3	3	3
		Public Transport	1	1	1	1	1	1
	Transport Total		3	4	4	4	4	4
2	Benefit & Transfer Payments	Other Misc Payments	1	1	1	1	1	1
2	Benefit & Transfer Payments Total		1	1	1	1	1	1
869	Net Service Expenditure		1,289	661	624	589	553	567
869	Gross Service Expenditure		1,289	661	624	589	553	567
869	Net Service Expenditure		1,289	661	624	589	553	567
697	Directors		1,117	481	442	402	363	374
172	Executive Support & Business Planning		171	180	183	186	190	193
869	Net Service Expenditure		1,289	661	624	589	553	567

Actuals 2022/23	Head of Service	Corporate Resources	2023/24 Budget	2024/25 Budget	2025/26 Budget	2026/27 Budget	2027/28 Budget	2028/29 Budget
£ 000			£ 000	£ 000	£ 000	£ 000	£ 000	£ 000
(646)	Income & Fees	Fees & charges	(482)	(492)	(452)	(452)	(452)	(452)
(360)		Government grants	-	-	-	-	-	-
(1,465)		Interest Income	(436)	(1,633)	(1,333)	(1,085)	(1,085)	(1,025)
(915)		Other grants and contributions	(5)	(5)	(5)	(5)	(5)	(5)
(5,400)		Rent	(4,620)	(4,981)	(5,246)	(5,275)	(5,324)	(5,374)
(456)		Sales	-	-	-	-	-	-
(9,242)	Income & Fees Total		(5,542)	(7,111)	(7,036)	(6,818)	(6,867)	(6,857)
2,061	Employees	Salary	2,307	2,347	2,309	2,354	2,400	2,447
268		National Insurance	215	201	200	206	212	218
418		Pension	380	387	381	388	396	403
277		Employee Insurance	286	321	328	334	341	341
105		Hired Staff	22	22	22	22	22	22
2,268		Other Staff Costs	1,601	1,537	1,450	1,450	1,450	1,450
11		Recruitment	21	21	21	21	21	21
184		Severance payments	152	152	152	152	152	152
58		Training	63	78	64	68	64	64
5,651	Employees Total		5,050	5,068	4,928	4,997	5,059	5,119
262	Buildings	Energy Costs	728	720	719	719	719	719
28		Premises Cleaning	55	42	42	42	42	42
100		Premises Insurance	124	134	135	135	135	135
6		Rates	7	7	7	7	7	7
530		Rents Payable	788	727	753	787	802	802
143		Repairs & Maintenance	314	349	289	289	289	289
5		Water Services	16	16	15	15	15	15
1,075	Buildings Total		2,033	1,995	1,960	1,994	2,009	2,009
3	Supplies & Services	Catering	3	3	3	3	3	3
186		Communication and computing	115	50	50	50	50	50
(37)		Election Costs	-	-	-	-	-	-
113		Equipment, furniture & materials	63	73	63	63	63	63
3		Expenses	-	-	-	-	-	-
71		Insurance - service related	82	87	88	88	89	89
397		Members Allowances	440	430	438	446	455	459
199		Office expenses	155	203	203	203	203	203
87		Premises Cleaning	74	74	74	74	74	74
4,108		Services	4,750	7,052	7,750	5,419	5,445	5,582
5,130	Supplies & Services Total		5,683	7,972	8,670	6,347	6,383	6,523
5	Transport	Mileage Allowance	12	7	7	7	7	7
3		Pool Car	3	3	3	3	3	3
		Public Transport	3	3	3	3	3	3
145		Vehicle Insurance	153	172	175	179	182	182
153	Transport Total		171	185	188	192	195	195
85	Benefit & Transfer Payments	Contributions paid	77	77	77	77	77	77
152		Grants	78	39	39	39	39	39
-		Irrecoverable V A T	26	-	-	-	-	-
503		Levies	503	564	564	564	564	564
13		Other Misc Payments	6	6	6	6	6	6
754	Benefit & Transfer Payments Total		690	686	686	686	686	686
44	Reserve-Revenue Transfers	Bad Debts Provision	8	8	8	8	8	8
-		Reserve-Revenue Transfers	8	(5)	69	69	69	69
44	Reserve-Revenue Transfers Total		16	3	77	77	77	77
3,564	Net Service Expenditure		8,100	8,797	9,472	7,474	7,542	7,753
12,806	Gross Service Expenditure		13,642	15,908	16,508	14,292	14,408	14,609
(9,242)	Gross Service Income		(5,542)	(7,111)	(7,036)	(6,818)	(6,867)	(6,857)
3,564	Net Service Expenditure		8,100	8,797	9,472	7,474	7,542	7,753
(4,010)	Commercial Estates		(2,544)	(3,168)	(3,385)	(3,453)	(3,493)	(3,535)
3,451	Corporate Finance		5,852	6,553	7,467	5,538	5,560	5,759
984	Democratic & Elections		916	967	981	1,002	1,015	1,028
42	Energy & Sustainability Mgt		42	44	45	46	47	48
707	Facilities Management		1,214	1,294	1,267	1,293	1,312	1,318
689	Finance		668	828	840	853	866	879
99	Head of Resources		113	115	117	120	122	124
601	Human Resources		674	853	813	724	736	748
186	Legal		259	281	278	285	292	292
1	Public Conveniences		-	-	-	-	-	-
117	Risk Management		145	179	182	186	189	192
697	Risks & Control		760	852	866	881	897	901
3,564	Net Service Expenditure		8,100	8,797	9,472	7,474	7,542	7,753

Actuals 2022/23	Head of Service	Economic Development	2023/24 Budget	2024/25 Budget	2025/26 Budget	2026/27 Budget	2027/28 Budget	2028/29 Budget
£ 000			£ 000	£ 000	£ 000	£ 000	£ 000	£ 000
(6)	Income & Fees	Fees & charges	(6)	(7)	(7)	(7)	(7)	(7)
1		Government grants	-	-	-	-	-	-
(7)		Other grants and contributions	-	-	-	-	-	-
(11)	Income & Fees Total		(6)	(7)	(7)	(7)	(7)	(7)
134	Employees	Salary	144	205	209	213	217	222
15		National Insurance	15	15	15	16	16	16
23		Pension	25	27	28	28	29	29
1		Training	-	-	-	-	-	-
172	Employees Total		184	247	252	257	262	267
11	Supplies & Services	Communication and computing	8	5	6	7	7	8
		Equipment, furniture & materials	4	2				
15		Office expenses	14	31	31	6	6	6
3		Services	1	116	15	14	14	13
28	Supplies & Services Total		27	154	53	28	28	28
1	Transport	Mileage Allowance		1	1	1	1	1
1	Transport Total		1	1	1	1	1	1
189	Net Service Expenditure		206	395	299	279	284	290
200	Gross Service Expenditure		212	402	305	286	291	296
(11)	Gross Service Income		(6)	(7)	(7)	(7)	(7)	(7)
189	Net Service Expenditure		206	395	299	279	284	290
189	Economic Development		206	395	299	279	284	290
189	Net Service Expenditure		206	395	299	279	284	290

Actuals 2022/23	Head of Service	Housing Strategy	2023/24 Budget	2024/25 Budget	2025/26 Budget	2026/27 Budget	2027/28 Budget	2028/29 Budget
£ 000			£ 000	£ 000	£ 000	£ 000	£ 000	£ 000
(63)	Income & Fees	Other grants and contributions	(157)	(159)	(162)	(50)	-	-
-		Government grants	-	(702)	-	-	-	-
-		Rent	-	-	-	-	-	-
(63)	Income & Fees Total		(157)	(861)	(162)	(50)	-	-
146	Employees	Salary	254	317	276	163	115	118
17		National Insurance	27	30	27	28	29	29
25		Pension	44	55	48	48	49	50
125		Hired Staff	-	-	-	-	-	-
313	Employees Total		325	402	351	239	193	197
1	Supplies & Services	Communication and computing	1	1	1	1	1	1
		Services	-	640	-	-	-	-
1	Supplies & Services Total		1	642	1	1	1	1
27	Benefit & Transfer Payments	Grants	26	26	26	26	26	26
27	Benefit & Transfer Payments Total		26	26	26	26	26	26
278	Net Service Expenditure		196	210	216	217	221	225
341	Gross Service Expenditure		353	1,070	378	267	221	225
(63)	Gross Service Income		(157)	(861)	(162)	(50)	-	-
278	Net Service Expenditure		196	210	216	217	221	225
191	Housing Strategy		196	203	207	211	214	218
88	Market Towns		-	6	9	6	7	7
278	Net Service Expenditure		196	210	216	217	221	225

Actuals 2022/23	Head of Service	Leisure & Health	2023/24 Budget	2024/25 Budget	2025/26 Budget	2026/27 Budget	2027/28 Budget	2028/29 Budget
£ 000			£ 000	£ 000	£ 000	£ 000	£ 000	£ 000
(5,019)	Income & Fees	Fees & charges	(5,566)	(6,212)	(6,476)	(6,590)	(6,705)	(6,822)
(9)		NDR	(7)	(8)	(8)	(8)	(8)	(8)
(80)		Other grants and contributions	(83)	(185)	(125)	(105)	(105)	(105)
(1)		Rent	(1)	(1)	(1)	(1)	(1)	(1)
(364)		Sales	(450)	(560)	(560)	(560)	(560)	(560)
(5,472)	Income & Fees Total		(6,107)	(6,966)	(7,170)	(7,264)	(7,379)	(7,496)
3,248	Employees	Salary	3,248	3,608	3,693	3,756	3,831	3,907
193		National Insurance	174	200	200	207	214	222
403		Pension	430	506	515	524	535	545
1		Hired Staff	-	-	-	-	-	-
13		Other Staff Costs	1	1	1	1	1	1
2		Recruitment	-	-	-	-	-	-
4		Severance payments	-	-	-	-	-	-
15		Training	-	-	-	-	-	-
5		Uniform & laundry	10	7	7	7	7	7
3,884	Employees Total		3,863	4,321	4,416	4,494	4,587	4,682
591	Buildings	Energy Costs	1,049	1,372	1,342	1,342	1,342	1,342
14		Ground Maintenance Costs	8	10	10	10	10	10
34		Premises Cleaning	30	32	32	32	32	32
519		Rents Payable	540	611	587	602	620	620
148		Repairs & Maintenance	145	152	152	152	152	152
55		Water Services	83	83	83	83	83	83
1,361	Buildings Total		1,855	2,259	2,206	2,220	2,238	2,238
68	Supplies & Services	Communication and computing	68	67	67	67	67	67
363		Equipment, furniture & materials	332	365	365	364	364	364
86		Office expenses	81	79	79	77	77	77
146		Services	65	84	84	84	84	84
663	Supplies & Services Total		546	594	594	592	592	592
7	Transport	Mileage Allowance	5	4	4	4	4	4
11		Operating Costs	8	7	7	7	7	7
17	Transport Total		13	12	12	12	12	12
-	Benefit & Transfer Payments	Irrecoverable V A T	70	-	-	-	-	-
-	Benefit & Transfer Payments Total		70	-	-	-	-	-
-	Renewals Fund Contribution	Renewals Fund Contribution	25	75	75	75	75	75
-	Renewals Fund Contribution Total		25	75	75	75	75	75
454	Net Expenditure		265	296	132	130	126	104
5,926	Gross Service Expenditure		6,373	7,262	7,302	7,393	7,505	7,600
(5,472)	Gross Service Income		(6,107)	(6,966)	(7,170)	(7,264)	(7,379)	(7,496)
454	Net Service Expenditure		265	296	132	130	126	104
255	One Leisure Facilities		208	217	53	49	45	22
199	One Leisure Active Lifestyles		57	80	80	80	81	82
454	Net Service Expenditure		265	296	132	130	126	104

Actuals 2022/23	Head of Service	Operations	2023/24 Budget	2024/25 Budget	2025/26 Budget	2026/27 Budget	2027/28 Budget	2028/29 Budget
£ 000			£ 000	£ 000	£ 000	£ 000	£ 000	£ 000
-	Income & Fees	Commuted sums	(81)	(81)	(81)	(81)	(81)	(81)
(3,116)		Fees & charges	(2,279)	(3,379)	(3,839)	(4,299)	(4,299)	(4,299)
87		Government grants	-	-	-	-	-	-
(114)		Other grants and contributions	(119)	(120)	(121)	(121)	(121)	(121)
(5)		Sales	(9)	(9)	(9)	(9)	(9)	(9)
(3,147)	Income & Fees Total		(2,488)	(3,588)	(4,049)	(4,509)	(4,509)	(4,509)
3,178	Employees	Salary	3,580	3,894	3,939	4,092	4,174	4,257
309		National Insurance	286	281	297	312	324	335
561		Pension	640	670	695	722	737	751
990		Hired Staff	212	216	216	216	216	216
190		Other Staff Costs	152	280	153	153	153	153
6		Severance payments	-	-	-	-	-	-
30		Training	2	2	2	2	2	2
52		Uniform & laundry	30	30	30	30	30	30
5,317	Employees Total		4,903	5,373	5,333	5,528	5,635	5,745
9	Buildings	Energy Costs	19	19	19	19	19	19
2		Ground Maintenance Costs	-	-	-	-	-	-
1		Premises Cleaning	-	-	-	-	-	-
27		Rents Payable	-	-	-	-	-	-
15		Repairs & Maintenance	60	60	60	60	60	60
54	Buildings Total		80	80	80	80	80	80
2	Supplies & Services	Catering	-	-	-	-	-	-
272		Communication and computing	81	100	106	111	111	111
368		Equipment, furniture & materials	295	315	295	295	295	295
2		Expenses	-	-	-	-	-	-
4		Insurance - service related	4	4	4	4	4	4
41		Office expenses	24	36	40	44	44	44
4		Other Staff Costs	-	-	-	-	-	-
(27)		Sales	(34)	(34)	(34)	(34)	(34)	(34)
320		Services	1,060	2,145	2,177	2,161	2,166	2,171
985	Supplies & Services Total		1,429	2,566	2,588	2,581	2,586	2,591
()	Transport	Contract Hire & operating leases	6	6	6	6	6	6
1		Mileage Allowance	-	-	-	-	-	-
1,049		Operating Costs	1,163	1,082	1,103	1,123	1,123	1,123
4		Pool Car	1	1	1	1	1	1
1		Public Transport	1	1	1	1	1	1
11		Vehicle Insurance	1	1	1	1	1	1
1,065	Transport Total		1,172	1,091	1,112	1,132	1,132	1,132
12	Benefit & Transfer Payments	Grants	12	12	12	12	12	12
12	Benefit & Transfer Payments Total		12	12	12	12	12	12
4,285	Net Service Expenditure		5,108	5,534	5,074	4,823	4,936	5,051
7,432	Gross Service Expenditure		7,596	9,122	9,123	9,332	9,445	9,560
(3,147)	Gross Service Income		(2,488)	(3,588)	(4,049)	(4,509)	(4,509)	(4,509)
4,285	Net Service Expenditure		5,108	5,534	5,074	4,823	4,936	5,051
(110)	CCTV		(115)	(116)	(117)	(117)	(117)	(117)
260	CCTV Shared Service		286	363	375	387	399	412
261	Fleet Management		301	311	315	320	324	329
729	Green Spaces		665	1,026	881	896	912	929
170	Head of Operations		150	151	81	51	51	51
817	Street Cleansing		895	1,024	1,040	1,056	1,073	1,090
2,159	Waste Management		2,927	2,776	2,500	2,230	2,293	2,357
4,285	Net Service Expenditure		5,108	5,534	5,074	4,823	4,936	5,051

Actuals 2022/23	Head of Service	Strategic Insight & Delivery	2023/24 Budget	2024/25 Budget	2025/26 Budget	2026/27 Budget	2027/28 Budget	2028/29 Budget
£ 000			£ 000	£ 000	£ 000	£ 000	£ 000	£ 000
-	Income & Fees	Commuted sums	(1)	(1)	(1)	(1)	(1)	(1)
(2,675)		Fees & charges	(3,139)	(3,201)	(3,389)	(3,439)	(3,479)	(3,495)
(120)		Government grants	(16)	(16)	(16)	(16)	(16)	(16)
(177)		Other grants and contributions	(219)	(348)	(165)	(4)	(4)	(4)
(42)		Rent	(32)	(32)	(32)	(32)	(32)	(32)
(220)		Sales	(172)	(193)	(297)	(347)	(354)	(354)
(3,234)	Income & Fees Total		(3,578)	(3,791)	(3,899)	(3,838)	(3,885)	(3,901)
1,237	Employees	Salary	1,681	2,168	2,119	2,032	2,035	2,073
126		National Insurance	142	169	169	166	165	169
202		Pension	266	353	344	328	328	334
(1)		Hired Staff	-	-	-	-	-	-
34		Other Staff Costs	9	8	8	8	8	8
		Recruitment	3	5	3	3	3	3
3		Severance payments	-	-	-	-	-	-
(1)		Training	5	3	5	5	5	5
5		Uniform & laundry	4	4	4	4	4	4
1,606	Employees Total		2,109	2,710	2,651	2,546	2,547	2,596
69	Buildings	Energy Costs	138	138	148	148	148	148
27		Ground Maintenance Costs	1	2	2	2	2	2
		Premises Cleaning	11	11	18	18	19	19
4		Rates						
7		Rents	13	13	13	13	13	13
322		Rents Payable	393	514	545	556	568	568
201		Repairs & Maintenance	239	254	259	259	260	260
5		Water Services	8	8	8	8	8	8
634	Buildings Total		802	939	992	1,004	1,017	1,017
3	Supplies & Services	Catering	-	-	-	-	-	-
4		Communication and computing	1	2	3	3	3	3
321		Equipment, furniture & materials	178	200	212	232	234	234
4		Expenses	-	-	-	-	-	-
4		Insurance - service related	-	-	-	-	-	-
16		Office expenses	24	49	44	44	24	24
12		Premises Cleaning	-	-	-	-	-	-
(1)		Sales	-	-	-	-	-	-
220		Services	151	98	66	84	79	79
582	Supplies & Services Total		355	349	326	364	340	340
1	Transport	Mileage Allowance	5	5	5	5	5	5
14		Operating Costs	14	14	14	14	14	14
3		Pool Car	2	2	2	2	2	2
		Public Transport	1	1	1	1	1	1
		Vehicle Insurance	1	1	1	1	1	1
19	Transport Total		21	22	22	22	22	22
396	Benefit & Transfer Payments	Grants	464	464	464	459	459	459
-		Irrecoverable V A T	4	-	-	-	-	-
396	Benefit & Transfer Payments Total		468	464	464	459	459	459
-	Reserve-Revenue Transfers	Reserve-Revenue Transfers	(79)	(30)	-	-	-	-
-	Reserve-Revenue Transfers Total		(79)	(30)	-	-	-	-
2	Net Service Expenditure		99	662	556	556	500	534
3,236	Gross Service Expenditure		3,677	4,453	4,455	4,394	4,385	4,435
(3,234)	Gross Service Income		(3,578)	(3,791)	(3,899)	(3,838)	(3,885)	(3,901)
2	Net Service Expenditure		99	662	556	556	500	534
(1,137)	Car Parks - Off Street		(1,304)	(1,233)	(1,310)	(1,301)	(1,283)	(1,276)
240	Countryside		395	534	413	358	337	342
33	Markets		(32)	36	70	63	61	58
433	Parks and Open Spaces		555	601	611	617	628	637
41	Projects & Programme Delivery		-	62	63	64	65	67
145	Strategic Insight & Delivery		284	480	445	398	328	336
246	Transformation		201	182	265	357	363	371
2	Net Service Expenditure		99	662	556	556	500	534

Actuals 2022/23	Head of Service	3C ICT Shared Service	2023/24 Budget	2024/25 Budget	2025/26 Budget	2026/27 Budget	2027/28 Budget	2028/29 Budget
£ 000			£ 000	£ 000	£ 000	£ 000	£ 000	£ 000
(2,323)	Income & Fees	Fees & charges	(1,704)	-	-	-	-	-
(11)		Government grants	-	-	-	-	-	-
(3,182)		Other grants and contributions	(3,388)	(5,350)	(5,333)	(5,391)	(5,441)	(5,501)
(5,516)	Income & Fees Total		(5,092)	(5,350)	(5,333)	(5,391)	(5,441)	(5,501)
2,847	Employees	Salary	2,912	3,453	3,432	3,499	3,568	3,638
311		National Insurance	309	313	314	323	333	342
492		Pension	529	581	577	589	601	613
141		Hired Staff	74	74	74	74	74	74
31		Other Staff Costs	37	57	57	57	57	57
8		Recruitment	10	10	10	10	10	10
3		Severance payments	-	-	-	-	-	-
48		Training	44	-	-	-	-	-
3,882	Employees Total		3,917	4,488	4,465	4,553	4,643	4,735
5	Buildings	Repairs & Maintenance	6	-	-	-	-	-
5	Buildings Total		7	-	-	-	-	-
-	Supplies & Services	Catering	1	-	-	-	-	-
2		Repairs & Maintenance	-	-	-	-	-	-
739		Communication and computing	869	-	-	-	-	-
3,250		Equipment, furniture & materials	2,779	2,730	2,730	2,732	2,714	2,714
3		Office expenses	12	-	-	-	-	-
(215)		Sales	(5)	-	-	-	-	-
212		Services	112	1,017	1,007	1,007	1,007	1,007
3,993	Supplies & Services Total		3,767	3,746	3,737	3,738	3,721	3,721
3	Transport	Contract Hire & operating leases	1	-	-	-	-	-
2		Mileage Allowance	10	15	15	15	15	15
1		Operating Costs	-	-	-	-	-	-
3		Pool Car	4	-	-	-	-	-
1		Public Transport	8	3	3	3	3	3
10	Transport Total		23	18	18	18	18	18
2,374	Net Service Expenditure		2,622	2,903	2,887	2,918	2,941	2,973
7,890	Gross Service Expenditure		7,714	8,253	8,220	8,309	8,382	8,474
(5,516)	Gross Service Income		(5,092)	(5,350)	(5,333)	(5,391)	(5,441)	(5,501)
2,374	Net Service Expenditure		2,622	2,903	2,887	2,918	2,941	2,973
2,374	3C ICT Shared Service		2,622	2,903	2,887	2,918	2,941	2,973
2,374	Net Service Expenditure		2,622	2,903	2,887	2,918	2,941	2,973

2.3 Service Budgets by Portfolio

Huntingdonshire District Council Table 18

Actuals 2022/23	Portfolio	Community & Health	2023/24 Budget	2024/25 Budget	2025/26 Budget	2026/27 Budget	2027/28 Budget	2028/29 Budget
£ 000			£ 000	£ 000	£ 000	£ 000	£ 000	£ 000
(1)	Income & Fees	Fees & charges	(135)	-	-	-	-	-
(606)		Government grants	-	(169)	(90)	(92)	(94)	(96)
-		Other grants and contributions	(90)	-	-	-	-	-
(606)	Income & Fees Total		(225)	(169)	(90)	(92)	(94)	(96)
233	Employees	Salary	223	211	183	186	190	194
23		National Insurance	20	16	14	15	15	15
33		Pension	39	36	32	32	33	34
1		Other Staff Costs	-	-	-	-	-	-
3		Severance payments	-	-	-	-	-	-
292	Employees Total		282	263	228	233	238	243
5	Buildings	Rents Payable	-	-	-	-	-	-
		Repairs & Maintenance	1	-	-	-	-	-
5	Buildings Total		1	-	-	-	-	-
1	Supplies & Services	Communication and computing	2	-	-	-	-	-
7		Equipment, furniture & materials	-	-	-	-	-	-
1		Office expenses	-	-	-	-	-	-
10		Services	1	2	2	2	2	2
19	Supplies & Services Total		3	2	2	2	2	2
3	Transport	Mileage Allowance	2	1	1	1	1	1
-		Operating Costs	1	1	1	1	1	1
3	Transport Total		3	1	1	1	1	1
680	Benefit & Transfer Payments	Grants	214	214	214	214	214	214
7		Contributions paid	-	-	-	-	-	-
687	Benefit & Transfer Payments Total		214	214	214	214	214	214
400	Net Service Expenditure		278	311	355	358	361	364
1,006	Gross Service Expenditure		502	480	445	450	454	459
(606)	Gross Service Income		(225)	(169)	(90)	(92)	(94)	(96)
400	Net Service Expenditure		278	311	355	358	361	364
400	Communities		278	311	355	358	361	364
400	Net Service Expenditure		278	311	355	358	361	364

Actuals 2022/23	Portfolio	Corporate & Shared Services	2023/24 Budget	2024/25 Budget	2025/26 Budget	2026/27 Budget	2027/28 Budget	2028/29 Budget
£ 000			£ 000	£ 000	£ 000	£ 000	£ 000	£ 000
(2,531)	Income & Fees	Fees & charges	(1,881)	(177)	(177)	(177)	(177)	(177)
(117)		Government grants	-	-	-	-	-	-
(3,182)		Other grants and contributions	(3,608)	(5,525)	(5,423)	(5,397)	(5,447)	(5,506)
(252)		Rent	(348)	(343)	(343)	(343)	(343)	(343)
(3)		Sales	-	-	-	-	-	-
(6,085)	Income & Fees Total		(5,836)	(6,045)	(5,944)	(5,917)	(5,967)	(6,027)
4,326	Employees	Salary	4,412	5,027	5,010	5,109	5,209	5,312
451		National Insurance	448	450	452	466	480	494
703		Pension	782	854	851	868	885	903
277		Employee Insurance	286	321	328	334	341	341
153		Hired Staff	96	96	96	96	96	96
79		Other Staff Costs	72	92	92	92	92	92
18		Recruitment	34	36	34	34	34	34
3		Severance payments	-	-	-	-	-	-
100		Training	113	76	64	68	64	64
		Uniform & laundry	1					
6,111	Employees Total		6,244	6,952	6,927	7,067	7,202	7,337
256	Buildings	Energy Costs	694	694	694	694	694	694
24		Premises Cleaning	40	40	40	40	40	40
74		Premises Insurance	97	107	107	107	107	107
5		Rates	6	6	6	6	6	6
311		Rents Payable	433	472	499	521	534	534
103		Repairs & Maintenance	135	188	128	128	128	128
5		Water Services	14	14	14	14	14	14
779	Buildings Total		1,419	1,522	1,490	1,511	1,524	1,524
925	Supplies & Services	Communication and computing	982	47	47	47	47	47
3		Catering	4	3	3	3	3	3
(37)		Election Costs	-	-	-	-	-	-
3,313		Equipment, furniture & materials	2,816	2,757	2,747	2,749	2,742	2,732
1		Expenses	-	-	-	-	-	-
8		Insurance - service related	25	28	28	29	29	29
397		Members Allowances	440	430	438	446	455	459
112		Office expenses	80	120	120	120	120	120
1		Other Staff Costs	-	-	-	-	-	-
85		Premises Cleaning	74	74	74	74	74	74
2		Repairs & Maintenance	-	-	-	-	-	-
(215)		Sales	(5)	-	-	-	-	-
599		Services	686	1,764	1,701	1,608	1,615	1,615
5,195	Supplies & Services Total		5,100	5,224	5,159	5,077	5,086	5,079
3	Transport	Contract Hire & operating leases	1	-	-	-	-	-
6		Mileage Allowance	22	22	22	22	22	22
1		Operating Costs	-	-	-	-	-	-
9		Pool Car	10	6	6	6	6	6
1		Public Transport	11	5	5	5	5	5
145		Vehicle Insurance	153	172	175	179	182	182
165	Transport Total		196	205	209	212	216	216
46	Benefit & Transfer Payments	Grants	39	39	39	39	39	39
-		Contributions paid	1	1	1	1	1	1
-		Irrecoverable V A T	5	-	-	-	-	-
46	Benefit & Transfer Payments Total		45	40	40	40	40	40
-	Reserve-Revenue Transfers	Reserve-Revenue Transfers	65	40	65	65	65	65
-	Reserve-Revenue Transfers Total		65	40	65	65	65	65
6,210	Net Service Expenditure		7,234	7,938	7,946	8,055	8,165	8,234

12,295	Gross Service Expenditure		13,070	13,983	13,889	13,971	14,132	14,260
(6,085)	Gross Service Income		(5,836)	(6,045)	(5,944)	(5,917)	(5,967)	(6,027)
6,210	Net Service Expenditure		7,234	7,938	7,946	8,055	8,165	8,234

2,374	3C ICT Shared Service		2,622	2,903	2,887	2,918	2,941	2,973
106	Building Control		250	250	250	250	250	250
1,056	Democratic & Elections		980	1,027	1,018	1,038	1,051	1,062
185	Document Centre		173	174	177	181	195	188
42	Energy & Sustainability Mgt		42	44	45	46	47	48
707	Facilities Management		1,214	1,294	1,267	1,293	1,312	1,318
494	Human Resources		586	752	711	620	630	639
186	Legal		259	281	278	285	292	292
117	Risk Management		145	179	182	186	189	192
697	Risks & Control		760	852	866	881	897	901
246	Transformation		201	182	265	357	363	371
6,210	Net Service Expenditure		7,234	7,938	7,946	8,055	8,165	8,234

Actuals 2022/23	Portfolio	Customers & Transactional Services	2023/24 Budget	2024/25 Budget	2025/26 Budget	2026/27 Budget	2027/28 Budget	2028/29 Budget
£ 000			£ 000	£ 000	£ 000	£ 000	£ 000	£ 000
(1,887)	Income & Fees	Fees & charges	(1,868)	(2,108)	(2,130)	(2,144)	(2,135)	(2,135)
(34,509)		Government grants	(23,850)	(23,421)	(19,895)	(18,875)	(17,854)	(18,854)
(7)		Other grants and contributions	(3)	(3)	(3)	(3)	(3)	(3)
(5)		Sales	-	(12)	(12)	(12)	(12)	(12)
(36,407)	Income & Fees Total		(25,721)	(25,544)	(22,041)	(21,034)	(20,004)	(21,004)
3,462	Employees	Salary	3,863	4,142	4,169	4,230	4,314	4,401
354		National Insurance	339	347	354	364	375	387
575		Pension	608	671	675	688	702	716
192		Hired Staff	-	-	-	-	-	-
64		Other Staff Costs	29	29	29	29	29	29
4		Recruitment	-	-	-	-	-	-
14		Severance payments	-	-	-	-	-	-
6		Training	4	4	4	4	4	4
1		Uniform & laundry	1	1	1	1	1	1
4,670	Employees Total		4,843	5,194	5,232	5,316	5,425	5,537
-	Buildings	Rents Payable	1	-	-	-	-	-
		Repairs & Maintenance	10	-	-	-	-	-
	Buildings Total		11	-	-	-	-	-
63	Supplies & Services	Communication and computing	112	23	23	23	23	23
-		Catering	1	-	-	-	-	-
56		Equipment, furniture & materials	45	42	44	44	44	44
57		Office expenses	41	127	127	127	127	127
(1)		Sales	(1)	(1)	(1)	(1)	(1)	(1)
195		Services	81	126	126	126	126	126
371	Supplies & Services Total		280	318	320	320	320	320
7	Transport	Mileage Allowance	14	14	14	14	14	14
8		Operating Costs	7	8	8	8	8	8
8		Other Transport Costs	-	-	-	-	-	-
10		Pool Car	9	7	7	7	7	7
2		Public Transport	3	3	3	3	3	3
1		Vehicle Insurance	-	-	-	-	-	-
36	Transport Total		33	31	31	31	31	31
24,918	Benefit & Transfer Payments	Benefits	23,803	23,775	20,782	19,782	18,782	19,782
9,717		Grants	146	150	26	26	26	26
1,126		Contributions paid	969	991	991	991	991	991
35,760	Benefit & Transfer Payments Total		24,918	24,916	21,798	20,798	19,798	20,798
-	Renewals Fund Contribution	Renewals Fund Contribution	7	7	7	7	7	7
-	Renewals Fund Contribution Total		7	7	7	7	7	7
28	Reserve-Revenue Transfers	Bad Debts Provision	147	147	147	147	147	147
-		Reserve-Revenue Transfers	(45)	(71)	-	-	-	-
28	Reserve-Revenue Transfers Total		102	76	147	147	147	147
4,458	Net Service Expenditure		4,473	4,998	5,494	5,584	5,724	5,836
40,865	Gross Service Expenditure		30,194	30,542	27,535	26,619	25,729	26,841
(36,407)	Gross Service Income		(25,721)	(25,544)	(22,041)	(21,034)	(20,004)	(21,004)
4,458	Net Service Expenditure		4,473	4,998	5,494	5,584	5,724	5,836
109	Chief Operating Officer		108	109	111	113	116	118
3	Communities							
226	Community Resilience		186	328	334	341	357	364
(134)	Council Tax Support		(122)	(114)	(114)	(114)	(114)	(114)
850	Customer Services		902	981	1,001	1,022	1,043	1,064
125	Environmental Health Admin		133	46	47	48	49	50
606	Environmental Health Services		695	750	771	788	804	821
2,024	Housing Benefits		1,892	2,152	2,554	2,597	2,657	2,696
1,058	Housing Needs		1,032	1,050	1,095	1,089	1,107	1,124
(183)	Licencing		(105)	(74)	(75)	(69)	(64)	(58)
(227)	Local Tax Collection		(250)	(231)	(231)	(231)	(231)	(231)
4,458	Net Service Expenditure		4,473	4,998	5,494	5,584	5,724	5,836

Actuals 2022/23	Portfolio	Finance & Resources	2023/24 Budget	2024/25 Budget	2025/26 Budget	2026/27 Budget	2027/28 Budget	2028/29 Budget
£ 000			£ 000	£ 000	£ 000	£ 000	£ 000	£ 000
(256)	Income & Fees	Fees & charges	(107)	(117)	(127)	(127)	(127)	(127)
(255)		Government grants	-	-	-	-	-	-
(1,465)		Interest Income	(436)	(1,633)	(1,333)	(1,085)	(1,085)	(1,025)
(914)		Other grants and contributions	-	-	-	-	-	-
(5,149)		Rent	(4,273)	(4,638)	(4,902)	(4,932)	(4,981)	(5,031)
(452)		Sales	-	-	-	-	-	-
(8,491)	Income & Fees Total		(4,815)	(6,388)	(6,362)	(6,144)	(6,193)	(6,183)
862	Employees	Salary	1,187	1,112	1,093	1,114	1,135	1,156
158		National Insurance	112	97	96	98	101	103
250		Pension	188	173	170	173	176	180
94		Hired Staff	-	-	-	-	-	-
2,220		Other Staff Costs	1,567	1,503	1,416	1,416	1,416	1,416
184		Severance payments	152	152	152	152	152	152
6		Training	-	5	5	5	5	5
3,774	Employees Total		3,207	3,042	2,931	2,958	2,985	3,012
6	Buildings	Energy Costs	35	27	26	26	26	26
5		Premises Cleaning	15	2	2	2	2	2
25		Premises Insurance	26	27	28	28	28	28
		Rates	1	1	1	1	1	1
219		Rents Payable	356	255	253	266	268	268
45		Repairs & Maintenance	186	161	161	161	161	161
1		Water Services	2	2	1	1	1	1
301	Buildings Total		620	473	470	483	485	485
2	Supplies & Services	Communication and computing	3	3	3	3	3	3
60		Equipment, furniture & materials	53	53	53	53	53	53
2		Expenses	-	-	-	-	-	-
62		Insurance - service related	54	56	56	56	56	56
22		Office expenses	25	20	20	20	20	20
1		Premises Cleaning	-	-	-	-	-	-
3,850		Services	4,431	6,559	7,311	5,073	5,092	5,229
3,999	Supplies & Services Total		4,567	6,692	7,445	5,206	5,225	5,362
1	Transport	Mileage Allowance						
		Public Transport	1	1	1	1	1	1
1	Transport Total		1	1	1	1	1	1
85	Benefit & Transfer Payments	Contributions paid	76	76	76	76	76	76
106		Grants	39	-	-	-	-	-
-		Irrecoverable V A T	21	-	-	-	-	-
13		Other Misc Payments	6	6	6	6	6	6
204	Benefit & Transfer Payments Total		142	82	82	82	82	82
44	Reserve-Revenue Transfers	Bad Debts Provision	8	8	8	8	8	8
-		Reserve-Revenue Transfers	(57)	(46)	4	4	4	4
44	Reserve-Revenue Transfers Total		(49)	(38)	12	12	12	12
(167)	Net Service Expenditure		3,673	3,865	4,579	2,598	2,597	2,771
8,324	Gross Service Expenditure		8,488	10,253	10,941	8,742	8,790	8,955
(8,491)	Gross Service Income		(4,815)	(6,388)	(6,362)	(6,144)	(6,193)	(6,183)
(167)	Net Service Expenditure		3,673	3,865	4,579	2,598	2,597	2,771
(4,010)	Commercial Estates		(2,544)	(3,168)	(3,385)	(3,453)	(3,493)	(3,535)
2,947	Corporate Finance		5,349	5,990	6,904	4,975	4,996	5,195
689	Finance		668	828	840	853	866	879
99	Head of Resources		113	115	117	120	122	124
108	Human Resources		88	100	102	104	106	109
1	Public Conveniences		-	-	-	-	-	-
(167)	Net Service Expenditure		3,673	3,865	4,579	2,598	2,597	2,771

Actuals 2022/23	Portfolio	Leisure, Waste & Street Scene	2023/24 Budget	2024/25 Budget	2025/26 Budget	2026/27 Budget	2027/28 Budget	2028/29 Budget
£ 000			£ 000	£ 000	£ 000	£ 000	£ 000	£ 000
-	Income & Fees	Commuted sums	(82)	(82)	(82)	(82)	(82)	(82)
(10,809)		Fees & charges	(10,984)	(12,792)	(13,703)	(14,327)	(14,482)	(14,616)
(33)		Government grants	(16)	(16)	(16)	(16)	(16)	(16)
(9)		NDR	(7)	(8)	(8)	(8)	(8)	(8)
(371)		Other grants and contributions	(205)	(482)	(326)	(230)	(230)	(230)
(43)		Rent	(33)	(33)	(33)	(33)	(33)	(33)
(588)		Sales	(631)	(762)	(865)	(915)	(922)	(922)
(11,853)	Income & Fees Total		(11,958)	(14,174)	(15,033)	(15,611)	(15,773)	(15,906)
7,439	Employees	Salary	8,201	9,358	9,440	9,563	9,716	9,908
603		National Insurance	570	620	635	653	670	693
1,133		Pension	1,288	1,474	1,500	1,520	1,544	1,574
991		Hired Staff	212	216	216	216	216	216
236		Other Staff Costs	162	288	162	162	162	162
2		Recruitment	-	-	-	-	-	-
10		Severance payments	-	-	-	-	-	-
45		Training	2	2	2	2	2	2
62		Uniform & laundry	44	41	41	41	41	41
10,521	Employees Total		10,479	12,000	11,997	12,157	12,351	12,596
669	Buildings	Energy Costs	1,206	1,529	1,509	1,509	1,509	1,509
43		Ground Maintenance Costs	9	12	12	12	12	12
35		Premises Cleaning	41	43	50	50	50	50
4		Rates	-	-	-	-	-	-
7		Rents	13	13	13	13	13	13
868		Rents Payable	933	1,125	1,132	1,158	1,188	1,188
363		Repairs & Maintenance	444	466	471	471	472	472
60		Water Services	91	91	91	91	91	91
2,048	Buildings Total		2,737	3,278	3,278	3,305	3,335	3,336
343	Supplies & Services	Communication and computing	151	170	176	181	181	181
4		Catering	-	-	-	-	-	-
1,049		Equipment, furniture & materials	792	876	868	888	890	890
5		Expenses	-	-	-	-	-	-
8		Insurance - service related	4	4	4	4	4	4
143		Office expenses	128	163	162	164	144	144
4		Other Staff Costs	-	-	-	-	-	-
12		Premises Cleaning	-	-	-	-	-	-
1		Repairs & Maintenance	-	-	-	-	-	-
(28)		Sales	(34)	(34)	(34)	(34)	(34)	(34)
688		Services	1,270	2,322	2,322	2,324	2,324	2,329
2,229	Supplies & Services Total		2,311	3,500	3,498	3,528	3,510	3,515
(1)	Transport	Contract Hire & operating leases	6	6	6	6	6	6
9		Mileage Allowance	10	9	9	9	9	9
1,073		Operating Costs	1,185	1,104	1,124	1,144	1,144	1,144
7		Pool Car	3	3	3	3	3	3
1		Public Transport	1	1	1	1	1	1
11		Vehicle Insurance	1	1	1	1	1	1
1,101	Transport Total		1,206	1,125	1,145	1,165	1,165	1,165
408	Benefit & Transfer Payments	Grants	476	476	476	471	471	471
-		Irrecoverable V A T	74	-	-	-	-	-
408	Benefit & Transfer Payments Total		550	476	476	471	471	471
-	Renewals Fund Contribution	Renewals Fund Contribution	25	75	75	75	75	75
-	Renewals Fund Contribution Total		25	75	75	75	75	75
-	Reserve-Revenue Transfers	Reserve-Revenue Transfers	(79)	(30)	-	-	-	-
-	Reserve-Revenue Transfers Total		(79)	(30)	-	-	-	-
4,454	Net Service Expenditure		5,271	6,249	5,435	5,089	5,133	5,251
16,306	Gross Service Expenditure		17,229	20,424	20,468	20,700	20,906	21,157
(11,853)	Gross Service Income		(11,958)	(14,174)	(15,033)	(15,611)	(15,773)	(15,906)
4,454	Net Service Expenditure		5,271	6,249	5,435	5,089	5,133	5,251
(1,137)	Car Parks - Off Street		(1,304)	(1,233)	(1,310)	(1,301)	(1,283)	(1,276)
(110)	CCTV		(115)	(116)	(117)	(117)	(117)	(117)
260	CCTV Shared Service		286	363	375	387	399	412
240	Countryside		395	534	413	358	337	342
261	Fleet Management		301	311	315	320	324	329
729	Green Spaces		665	1,026	881	896	912	929
170	Head of Operations		150	151	81	51	51	51
33	Markets		(32)	36	70	63	61	58
255	One Leisure Facilities		208	217	53	49	45	22
199	One Leisure Active Lifestyles		57	80	80	80	81	82
433	Parks and Open Spaces		555	601	611	617	628	637
145	Strategic Insight & Delivery		284	480	445	398	328	336
817	Street Cleansing		895	1,024	1,040	1,056	1,073	1,090
2,159	Waste Management		2,927	2,776	2,500	2,230	2,293	2,357
4,454	Net Service Expenditure		5,271	6,249	5,435	5,089	5,133	5,251

Actuals 2022/23	Portfolio	Place	2023/24 Budget	2024/25 Budget	2025/26 Budget	2026/27 Budget	2027/28 Budget	2028/29 Budget
£ 000			£ 000	£ 000	£ 000	£ 000	£ 000	£ 000
506	Employees	Salary	509	525	535	546	557	568
63		National Insurance	62	59	60	61	63	65
87		Pension	88	91	93	94	96	98
-		Hired Staff	(1)	-	-	-	-	-
2		Other Staff Costs						
10		Recruitment	-	-	-	-	-	-
3		Training	5	7	7	7	7	7
670	Employees Total		663	681	695	709	723	738
3	Buildings	Rents Payable						
3	Buildings Total							
10	Supplies & Services	Communication and computing	2	1	1	1	1	1
-		Catering	1	3	3	3	3	3
14		Equipment, furniture & materials	-	1	1	1	1	1
21		Office expenses	15	14	14	14	14	14
148		Services	605	(44)	(94)	(144)	(194)	(194)
193	Supplies & Services Total		622	(25)	(75)	(125)	(175)	(175)
	Transport	Mileage Allowance	2	3	3	3	3	3
		Public Transport	1	1	1	1	1	1
	Transport Total		3	4	4	4	4	4
2	Benefit & Transfer Payments	Other Misc Payments	1	1	1	1	1	1
2	Benefit & Transfer Payments Total		1	1	1	1	1	1
869	Net Service Expenditure		1,289	661	624	589	553	567
869	Gross Service Expenditure		1,289	661	624	589	553	567
869	Net Service Expenditure		1,289	661	624	589	553	567
697	Place		1,117	481	442	402	363	374
172	Directors		171	180	183	186	190	193
869	Net Service Expenditure		1,289	661	624	589	553	567

Actuals 2022/23	Portfolio	Planning	2023/24 Budget	2024/25 Budget	2025/26 Budget	2026/27 Budget	2027/28 Budget	2028/29 Budget
£ 000			£ 000	£ 000	£ 000	£ 000	£ 000	£ 000
(53)	Income & Fees	Developer Contributions	(50)	(50)	(50)	(50)	(50)	(50)
(2,353)		Fees & charges	(1,834)	(2,238)	(2,121)	(2,218)	(2,218)	(2,218)
(40)		Government grants	(20)	(20)	(20)	(20)	(20)	(20)
(63)		Other grants and contributions	(380)	(383)	(391)	(283)	(238)	(242)
(3)		Sales	(2)	(2)	(2)	(2)	(2)	(2)
(2,512)	Income & Fees Total		(2,286)	(2,694)	(2,584)	(2,574)	(2,528)	(2,532)
1,459	Employees	Salary	2,041	2,226	2,219	2,148	2,140	2,183
153		National Insurance	196	202	204	210	216	222
252		Pension	343	385	384	392	399	407
368		Hired Staff	41	47	30	30	30	30
5		Other Staff Costs	1	2	2	2	2	2
3		Recruitment	-	-	-	-	-	-
8		Training	-	-	-	-	-	-
		Uniform & laundry	2	2	2	2	2	2
2,249	Employees Total		2,624	2,864	2,840	2,783	2,789	2,846
	Buildings	Rents Payable	3	3	3	3	3	3
	Buildings Total		3	3	3	3	3	3
7	Supplies & Services	Communication and computing	9	9	9	9	9	9
30		Equipment, furniture & materials	12	13	13	13	13	13
-		Insurance - service related	3	3	3	3	3	3
101		Office expenses	102	103	103	103	103	103
223		Services	269	215	135	135	135	135
362	Supplies & Services Total		396	344	264	264	264	264
3	Transport	Mileage Allowance	5	4	4	4	4	4
3		Pool Car	8	5	5	5	5	5
		Public Transport	1	1	1	1	1	1
6	Transport Total		13	10	10	10	10	10
52	Benefit & Transfer Payments	Grants	58	59	61	61	61	62
503		Levies	503	564	564	564	564	564
556	Benefit & Transfer Payments Total		561	623	624	624	625	625
-	Reserve-Revenue Transfers	Reserve-Revenue Transfers	95	105	105	105	105	105
-	Reserve-Revenue Transfers Total		95	105	105	105	105	105
661	Net Service Expenditure		1,407	1,254	1,261	1,214	1,267	1,320
3,172	Gross Service Expenditure		3,692	3,948	3,845	3,788	3,795	3,852
(2,512)	Gross Service Income		(2,286)	(2,694)	(2,584)	(2,574)	(2,528)	(2,532)
661	Net Service Expenditure		1,407	1,254	1,261	1,214	1,267	1,320
504	Corporate Finance		503	564	564	564	564	564
(72)	Democratic & Elections		(64)	(60)	(37)	(36)	(35)	(34)
(283)	Development Management		201	(140)	(240)	(303)	(269)	(235)
88	Market Towns		()	5	5	6	6	6
424	Planning Policy		766	885	969	985	1,002	1,019
661	Net Service Expenditure		1,407	1,254	1,261	1,214	1,267	1,320

Actuals 2022/23	Portfolio	Regeneration & Growth, & Skills	2023/24 Budget	2024/25 Budget	2025/26 Budget	2026/27 Budget	2027/28 Budget	2028/29 Budget
£ 000			£ 000	£ 000	£ 000	£ 000	£ 000	£ 000
(26)	Income & Fees	Fees & charges	(26)	(28)	(29)	(30)	(31)	(31)
1		Government grants	-	(702)	-	-	-	-
(7)		Other grants and contributions	-	-	-	-	-	-
(124)		Rent	(130)	(134)	(138)	(143)	(147)	(147)
-		Sales	(5)	(5)	(5)	(5)	(5)	(5)
(155)	Income & Fees Total		(162)	(869)	(172)	(177)	(182)	(182)
336	Employees	Salary	332	488	449	456	465	474
36		National Insurance	31	38	36	37	38	39
58		Pension	57	76	69	70	72	73
3		Severance payments	-	-	-	-	-	-
1		Training	-	-	-	-	-	-
433	Employees Total		421	602	554	563	575	586
24	Buildings	Energy Costs	94	95	96	97	98	98
7		Repairs & Maintenance	5	5	5	5	5	5
15		Water Services	28	28	28	28	28	28
46	Buildings Total		127	128	129	130	131	131
11	Supplies & Services	Communication and computing	9	7	7	8	9	9
		Equipment, furniture & materials	4	2				
15		Office expenses	14	32	32	7	7	7
32		Services	31	787	48	49	50	49
58	Supplies & Services Total		58	828	87	64	65	65
1	Transport	Mileage Allowance		1	1	1	1	1
1	Transport Total		1	2	2	2	2	2
37	Benefit & Transfer Payments	Grants	37	37	37	37	37	37
-		Irrecoverable V A T	6	-	-	-	-	-
37	Benefit & Transfer Payments Total		43	37	37	37	37	37
-	Renewals Fund Contribution	Renewals Fund Contribution	2	2	2	2	2	2
-	Renewals Fund Contribution Total		2	2	2	2	2	2
419	Net Service Expenditure		489	729	639	620	629	641
574	Gross Service Expenditure		651	1,598	811	797	811	823
(155)	Gross Service Income		(162)	(869)	(172)	(177)	(182)	(182)
419	Net Service Expenditure		489	729	639	620	629	641
68	Communities		79	68	69	70	71	73
(70)	Community Resilience		9		(2)	(5)	(8)	(8)
189	Economic Development		206	395	299	279	284	290
191	Housing Strategy		196	203	207	211	214	218
-	Market Towns		-	1	4	1	1	1
41	Projects & Programme Delivery		-	62	63	64	65	67
419	Net Service Expenditure		489	729	639	620	629	641

3.0 CAPITAL

3.1 The detailed Draft Capital Programme for the period 2024/25 to 2028/29 is shown in **Tables 26a and 26b** below, along with the sources of finance. The revenue implications of the individual capital proposals are built into the respective revenue budgets and the impact of the proposed programme on the 2024/25 Minimum Revenue Provision (MRP) is £3.006m.

Capital Programme	Original	Current	Forecast	Budget	Medium Term Financial Strategy				
	Budget	Budget			Budget	2025/26	2026/27	2027/28	2028/29
	2023/24 £000s	2023/24 £000s	2023/24 £000s	2024/25 £000s	£000s	£000s	£000s	£000s	
Director of Finance and Corporate Resources									
Bridge Place Car Park			24						
Loves Farm Lighting			9						
Building Efficiency Salix			107						
Upgrade works at Fareham	1,350	1,350	1939						
Health and Safety Works at Commercial Properties (Rephase)	9	51	51						
Energy Efficiency Works at Commercial Properties (Rephase)	22	81	81						
Commercial estates capital for works, enhancements and re-lettings (rephase)	163	650	650						
Roof Replacements (Rephase)	32	130	130						
RetroFit Buildings (Rephase)	226								
Upgrade/Replacement of Public Toilets		10	10						
Company Investment		100	100						
Company Investment (Rephase)				100					
VAT Partial Exemption	21	21	21	50	50	50	50	50	
Capita Upgrade and 3D Secure 2 SCA and payment portal Upgrade		11	11						
Huntingdon Bus Station - CCTV and Drainage				17					
T1 Fixed Asset Module and Invoice Scanning				23					
Salix Projects				24					
Corporate Director (Place)									
Future High Streets - St Neots	774	12,144	3,828	1,640					
Future High Streets - St Neots (Rephase)	10,870			8,316					
Market Towns Programme	497	1,112							
Market Towns Programme (Rephase)	337								
Market Towns Programme - Future Schemes	844	844	602	200					
Wayfinding and Information		200	60	140					
Smarter Towns		71	71						
UK Shared Prosperity Fund Projects	68	68	27	201					
UK Shared Prosperity Fund Projects (Rephase)				(137)					
Rural England Prosperity Fund	479	479	239	479					
Rural England Prosperity Fund (Rephase)				240					
Ramsey Public Realm				300					
Ramsey Food Hall	1,150	1,150	75						
Ramsey Food Hall (Rephase)				1,079					
St Neots Masterplan Phase 1	285	285	225						
St Neots Masterplan Phase 1 (Rephase)				60					
Sites for SMEs		6	6						
Solar Benches		1	1						
Covered Benches		5	5						
Moores Walk Improvement		20	3						
Moores Walk Improvement (Rephase)	6			17					
Chief Planning Officer									
Conservation Area Appraisal Programme	94	94	42						
Community Infrastructure Levy External Projects	3,476	3,476	4,215	3,228	2,706	2,706			
3C ICT									
Hardware Replacement	230	230	230	100	100	100	100	100	
Hardware Replacement (Rephase)	120								
Telephony Replacement	8	16	5	8	8	8	8	8	
Extend Capacity in Shared Data Centre		6	5						
Information@Work Consolidation (Rephase)	20								
Data Centre Server Room (No.1) (Rephase)	244	0							
No2 Server & SQL Server 2012 Migration		10		10					
No2 Server & SQL Server 2012 Migration (Rephase)	10								
AV Equipment		60	60						
AV Equipment (Rephase)	30								
Datacentre Racks	215	459	419	40					
Windows 2012 Server Replacement	45	45	17	28					
WIFI Access Points				50					
Mobile Device Refresh						82			
Network Switches						180			
Telephony/Contact Centre							200		
EastNet Replacement					200				
Monitor Replacements							25	25	
Cyber Security Technology							70		
Server 2016 Migration					20				
Windows 10 End of Life					20				
Generator and Electrical Switchgear								50	
Democratic Services Software	27	27	13	14					
Public Switched Telephone Network		60	60						
Public Switched Telephone Network				30					
Replacement Income Management System				55					
Data Warehouse and GIS		16	11	5					
MFDs						50			
Cloud Backup						70			
UPS Replacement						76			

Capital Programme	Original Budget	Current Budget	Forecast	Budget	Medium Term Financial Strategy			
	2023/24 £000	2023/24 £000	2023/24 £000	2024/25 £000	2025/26 £000	2026/27 £000	2027/28 £000	2028/29 £000
Chief Operating Officer								
Replacement Corporate Scanners								
Replacement Corporate Scanners (Rephase)	7		3					
Leisure and Health								
One Leisure Improvements	300	363	346	300	300	300	300	300
One Leisure Ramsey 3G Car Park		70	70					
OL St Ives Changing Rooms (Rephase)	12							
OLSI Pitch Replacement	300	575	592					
OL St Neots and St Ives Fitness Equipment and Refresh				513	25	25	25	25
OL Ramsey Solar PV Panels				120				
Operations								
Lone Worker Software		20	20					
Wheeled Bins	254	254	254	254	254	254	254	254
Wheeled Bins (Rephase)	153							
Vehicle Fleet Replacement	1,357	1,921	1,492	1,896	1,888	145	1,459	855
Vehicle Fleet Replacement (Rephase)	175			429				
Waste and Grounds Maintenance Tablet and Smartphones	27	27	27					30
2nd Green Bin			141					
Strategic Insight and Delivery								
Play Equipment	30	34	34	30	30	30	30	30
Fencing		13	13	13	13	13	13	13
St Ives Park (Rephase)	80	80	80					
Hinchingbrooke Country Park (Rephase)	2,689	2,706	30	2,676				
St Neots Riverside Park Path/Cycle Imps (Rephase)	433	420	421					
Parking Strategy (EV Works)	13	148	148					
Civil Parking Enforcement		217	217					
District wide signage		70						
Priory Park Power (Rephase)	15	15	15					
Godmanchester Recreation Ground Works Grant				30				
Community Services								
Disabled Facilities Grants	1,650	1,650	1,512	1,600	1,600	1,600	1,600	1,600
Disabled Facilities Grants (Rephase)	39			138				
Mobile Devices				10			11	
Housing Manager								
Housing Company (Rephase)	206	206						
Housing Fund		744	744					
Housing Fund				1,736				
Customer Services								
Voice Bots		34	23	11				
Total Gross Expenditure	29,392	32,855	19,534	26,073	7,214	5,689	4,145	3,340

Capital Programme	Funder	Original Budget	Revised Budget	Forecast	Medium Term Financial Strategy				
		2023/24	2023/24	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29
		£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s
Financing									
Grants and Contributions									
DFGs	Cambs CC	(1,300)	(1,300)	(1,473)	(1,400)	(1,400)	(1,400)	(1,400)	(1,400)
DFGs	Cambs CC				(138)				
Wheeled bins	Developer	(101)	(101)	(101)	(101)	(101)	(101)	(101)	(101)
Market Town Funding - Future Schemes	CPCA	(1,678)	(1,956)	(602)	(200)				
Future High Streets	CPCA/CIL/NH/DLUHC	(11,644)	(12,144)						
Future High Streets	CPCA				(3,100)				
Future High Streets	CIL				(4,830)				
Future High Streets	National Highways			(1,467)	(2,026)				
Future High Streets	DLUHC			(2,361)					
St Neots Riverside Park Path/Cycle Imps (Rephase)	CIL	(401)	(401)	(421)					
St Ives Park	CIL	(80)	(80)	(80)					
Priory Park Mains Power	CIL	(15)	(15)	(15)					
Hinchingsbrooke Country Park	CIL	(1,254)	(1,500)	0	(1,500)				
UK Shared Prosperity Fund	CPCA	(68)	(68)	(27)	(201)				
UK Shared Prosperity Fund	CPCA				137				
Rural England Prosperity Fund	CPCA	(479)	(479)	(239)	(479)				
Rural England Prosperity Fund (Rephase)	CPCA				(240)				
Ramsey Public Realm					(300)				
Ramsey Food Hall	CPCA	(1,150)	(1,150)	(75)					
Ramsey Food Hall Rephase	CPCA				(1,079)				
St Neots Masterplan Phase 1	CPCA	(285)	(285)	(225)					
St Neots Masterplan Phase 2 (Rephase)	CPCA				(60)				
Wayfinding	CPCA		(200)	(60)	(140)				
Smarter Towns	CPCA		(71)	(71)					
Moores Walk			(14)	(3)	(17)				
Small Accelerated Projects	CPCA		(13)	(12)					
Upgrade works at Fareham	HDC Reserve	(400)	(400)	(400)					
OLSI Pitch Replacement (CIL)	CIL	(175)	(175)	(175)					
OLSI Pitch Replacement (Reserve)	HDC Reserve		(275)	(275)					
Housing Fund	DLUHC		(744)	(744)					
Housing Fund	DLUHC				(1,736)				
Total Grants and Contributions		(19,030)	(21,371)	(8,826)	(17,410)	(1,501)	(1,501)	(1,501)	(1,501)
Use of Capital Reserves									
Community Infrastructure Levy Reserve	CIL	(3,476)	(3,476)	(4,215)	(3,228)	(2,706)	(2,706)	0	0
Total Capital Reserves		(3,476)	(3,476)	(4,215)	(3,228)	(2,706)	(2,706)	0	0
Capital Receipts									
Loan Repayments	CRC/Gym	(9)	(9)	(90)	0	0	0	0	0
Housing Clawback Receipts	PfP	(350)	(350)	(350)	(300)	(250)	(200)	(150)	(100)
Total Capital Receipts		(359)	(359)	(440)	(300)	(250)	(200)	(150)	(100)
Net to be funded by borrowing		6,527	7,649	6,053	5,135	2,757	1,282	2,494	1,739

4.0 TREASURY MANAGEMENT

4.1 The following gives a high-level commentary on the Treasury Management activity that the Council is expecting to undertake during 2024/25.

- **Short Term Borrowing**

During 2024/25 the Council is unlikely to undertake short-term borrowing, as indicated by the liability benchmark the council will be a net investor. However, for 2024/25, a small budget of £5,000 has been maintained in case there is a very short-term requirement to borrow because of operational cash flows.

- **Long Term Borrowing**

Treasury management practice permits the Council to borrow for the long-term up to the capital financing requirement balance, which is made up of previous capital expenditure. At the end of 2024/25, it is forecast that the total balances in respect of long-term borrowing will be £34.280m. The estimated cost of long-term borrowing in 2024/25 is £0.972m.

4.2 During 2024/25 no long-term borrowing has been anticipated for any Commercial Investment/Development Strategy, due to the Government prohibiting any borrowing from PWLB for commercial gain. Given the high costs of borrowing currently, the MTFs does not contain any plans for investment or redevelopment schemes.

5.0 Capital Financing Requirement (CFR)

5.1 **Table 27** gives a summary of how, over the period of the MTFs, the Council's capital commitments and plans impact on its underlying need to borrow.

Huntingdonshire District Council								Table 27
Capital Financing Requirement	2022/23	2023/24	Budget	Medium Term Financial Strategy				
	Actual £000s	Forecast £000s	2024/25 £000s	2025/26 £000s	2026/27 £000s	2027/28 £000s	2028/29 £000s	
Opening Capital Financing Requirement	70,378	72,260	75,653	77,783	77,336	75,093	74,043	
Capital Investment								
Property, Plant and Equipment	2,138	4,050	6,603	2,888	1,313	2,475	1,740	
Investment Properties	29	2,857	-	-	-	-	-	
Intangible Assets	60	556	243	20	70	70	-	
Revenue Expenditure Funded From Capital Under Statute	7,442	11,467	19,110	4,306	4,306	1,600	1,600	
Infrastructure Assets	139	3	17	-	-	-	-	
Community Assets	-	501	-	-	-	-	-	
Loans	-	100	100	-	-	-	-	
Assets Under Construction	387	-	-	-	-	-	-	
Additional Requirement	10,195	19,534	26,073	7,214	5,689	4,145	3,340	
Sources of Finance								
Capital Receipts	(662)	(440)	(300)	(250)	(200)	(150)	(100)	
Capital Grants and Contributions	(1,710)	(8,826)	(17,410)	(1,501)	(1,501)	(1,501)	(1,501)	
Community Infrastructure Levy	(1,170)	(4,215)	(3,228)	(2,706)	(2,706)	-	-	
Use of Capital Grants Unapplied	(2,201)	-	-	-	-	-	-	
Direct Revenue Financing	-	-	-	-	-	-	-	
S106 Reserve	(15)	-	-	-	-	-	-	
Minimum Revenue Provision	(2,555)	(2,660)	(3,006)	(3,204)	(3,525)	(3,544)	(3,681)	
	(8,313)	(16,141)	(23,944)	(7,661)	(7,932)	(5,195)	(5,282)	
Closing Capital Financing Requirement	72,260	75,653	77,783	77,336	75,093	74,043	72,101	
Increase/(Decrease) in Underlying Need to Borrow	1,882	3,393	2,129	(447)	(2,243)	(1,050)	(1,942)	

6.0 Formal 2024/25 Council Tax Resolutions

6.1 The formal 2024/25 Council Tax resolutions to be agreed by Council are shown below.

- a) That the Council note the Council Tax Base for the whole Council area and individual Towns and Parishes (para 6.2) as approved by Chairman of Corporate Governance Committee and Section 151 Officer on the 14 December 2023 (and subsequent publication as a key decision).

The tax base (T) which is the amount anticipated from a District Council Tax of £1 is **£66,095.90**

- b) That the following amounts calculated by the Council for 2024/25 in accordance with the requirements of the Local Government Finance Act 1992 as amended by the Localism Act 2011 (the Act), the Local Government Finance Act 2012 and associated regulations:

(i) the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) (a) to (f) of the Act

£90,705,092

Gross revenue expenditure including benefits, Town/Parish Precepts

(ii) the aggregate of the amounts which the Council estimates for the items set out in Section 31A (3) (a) to (d) of the Act

£71,254,857

Revenue income including reimbursement of benefits, specific and general grants, use of reserves and any transfers from the collection fund.

(iii) the amount by which the aggregate at (i) above exceeds the aggregate at (ii) above in accordance with Section 31A (4) of the Act

£ 19,450,235

This is the "Council Tax Requirement" including Parish/Town Precepts (item i minus item ii). It is the cash sum to be funded from District, Town and Parish Council Taxes.

(iv) the Council Tax requirement for 2024/25 divided by the tax base (T) in accordance with Section 31B (1) of the Act

£294.27

District plus average Town/Parish Council Tax (item iii divided by District tax base)

(v) the aggregate of all "Special Items" referred to in Section 34(1) of the Act.

£8,818,049

The total value of Parish/Town precepts included in i and iii above.

(vi) the Basic Amount of Council Tax for 2024/25 being item iv less item v divided by the tax base (T) in accordance with Section 34 (2) of the Act.

£160.86

The District Council's Band D Tax for 2024/25

- (vii) the basic amounts of Council Tax for 2024/25 for those parts of the District to which one or more special items (Parish/Town precepts) relate in accordance with Section 34 (3) of the Act are shown by adding the Huntingdonshire District Council amount to the appropriate Parish Council amount in column "band D" set out in Table 1 attached.
 - (viii) the amounts to be taken into account for 2024/25 in respect of categories of dwellings listed in particular valuation bands in accordance with Section 36 (1) of the Act are shown by adding the Huntingdonshire District Council amount to the appropriate Parish Council amount for each of the valuation bands in the columns "bands A to H" set out in Table 1 attached.
- (c) That the amounts of precept issued to the Council by Cambridgeshire County Council, Cambridgeshire Police Authority, Cambridgeshire & Peterborough Fire Authority and for each Parish Council for each of the categories of dwellings listed in different valuation bands in accordance with Section 40 of the Act shown in para 6.3 attached be noted.
- (d) That, having regard to the calculations above, the Council, in accordance with Section 30 (2) of the Act, hereby sets the figures shown in para 6.4 as the amounts of Council Tax for 2024/25 for each of the categories of dwelling shown. ***This is the total Council Tax to be collected, incorporating the requirements of all of the relevant bodies, for each town or parish area.***
- (e) The Council notes that, in accordance with Section 52ZB of the Local Government Finance Act 1992, the basic amount of its Council Tax for 2024/25 is not excessive.
The basic amount at b(vi) above is not excessive as defined by the Government.

6.2 Tax Base 2024/25

Based on the information contained within this report, it is recommended that pursuant to the Revenues and Benefits Manager's report and in accordance with the Local Authorities (Calculation of Council Tax Base) Regulations 2012, the amounts calculated by the Huntingdonshire District Council as their (net) tax base for the whole District for the year 2024/25 be £66,095.90 and shall be as listed below for each Town or Parish of the District:

Abbotsley	272.3	Holywell-cum-Needingworth	1,105.3
Abbots Ripton	139.5	Houghton & Wyton	820.9
Alconbury	546.6	Huntingdon	7,687.0
Alconbury Weston	297.9	Kimbolton & Stonely	611.4
Alwalton	126.1	Kings Ripton	83.9
Barham & Woolley	29.0	Leighton Bromswold	81.4
Bluntisham	774.3	Little Paxton	1,688.8
Brampton	2,534.5	Morbome	12.2
Brington & Molesworth	191.8	Offord Cluny & Offord D'Arcy	533.4
Broughton	102.4	Old Hurst	103.4
Buckden	1,331.6	Old Weston	107.7
Buckworth	53.7	Perry	258.2
Bury	782.4	Pidley-cum-Fenton	199.9
Bythorn & Keyston	157.0	Ramsey	3,209.2
Catworth	162.3	St. Ives	6,040.3
Chesterton	67.8	St. Neots	11,538.9
Colne	390.6	Sawtry	2,060.7
Conington	73.3	Sibson-cum-Stibbington	231.3
Covington	47.1	Somersham	1,415.2
Denton & Caldecote	30.0	Southoe & Midloe	156.0
Earith	604.7	Spaldwick	257.1
Easton	86.7	Stilton	819.0
Ellington	240.5	Stow Longa	70.2
Elton	297.7	The Stukeleys	1,329.1
Farcet	533.6	Tilbrook	131.0
Fenstanton	1,339.4	Toseland	36.7
Folksworth & Washingley	348.2	Upton & Coppingford	90.0
Glatton	137.9	Upwood & the Raveleys	448.2
Godmanchester	3,164.8	Warboys	1,595.2
Grafham	235.2	Waresley-cum-Tetworth	148.4
Great & Little Gidding	129.0	Water Newton	39.5
Great Gransden	499.5	Winwick	53.4
Great Paxton	371.8	Wistow	232.8
Great Staughton	338.9	Woodhurst	155.8
Haddon	23.6	Woodwalton	83.4
Hail Weston	239.5	Wyton-on-the-Hill	462.6
Hamerton & Steeple Gidding	55.4	Yaxley	2,958.9
Hemingford Abbots	327.5	Yelling	152.1
Hemingford Grey	1,297.9		<u>66,095.9</u>
Hilton	454.4		
Holme	251.0		

6.3 2024/25 Council Tax by Property Band for each Precepting Authority and the Billing Authority

These tables will be inserted once we have received precept information from the major preceptors.

6.4 Total 2024/25 Council Tax by Property Band for each Precepting Authority and the Billing Authority

These tables will be inserted once we have received precept information from the major preceptors.

7. Fees and Charges

7.1 The Fees and Charges that will be applicable from April 2024 to March 2025 have been included in **Annex A**. These fees and charges are correct at the time of reporting but there may be changes throughout the year that will be agreed by the Executive Councillor and the S151 Officer.

8.0 Robustness of the 2024/25 Budget and Medium-Term Financial Strategy

8.1 The Section 25 of Local Government Act 2003 requires me, as the Council's Responsible Financial Officer, to report on the robustness of the 2024/25 budget and the adequacy of reserves to assist you in making your decisions on the Budget and the level of Council Tax. Further, this is an opportunity for me to provide some commentary in respect of the period covered by the Medium-Term Financial Strategy (MTFS).

8.2 Robustness and Budget Setting

8.2.1 At the time of writing, the 2023/24 budget for the Council is reporting a favourable variance of £2.607m compared to budget in respect of service expenditure. This is due to a variety of factors including, increased interest receipts and additional income from waste streams, offset by increased One Leisure costs, Development Management staffing costs and temporary accommodation costs.

8.2.2 The Council has reviewed its service expenditure in consultation with the Executive Councillors. In collaboration with the Senior Management Team, proposals for savings and growth, as summarised in Table 2, were developed by officers and Executive Councillors using a rigorous process that challenged and validated each proposal. The Finance Team provided the central support and advice to services and the whole process has been and overseen by the Chief Finance Officer (S151 officer).

- 8.2.3 In addition to the Executive Councillor review, the Council:
- will continue to review services and develop funding proposals that help to mitigate the current uncertainty driven by external economic factors and only a one-year focus on the spending review from Government, and
 - the Executive has chosen to increase Council Tax for 2024/25 to protect frontline services.

8.3 Challenges Facing the Council

8.3.1 The challenges that the Council faces are like those being faced by many councils across the local government community. The principal challenges that the Council is tackling are illustrated below:

Public Sector Funding

8.3.2 The public sector continues to endure uncertainty around the Fair Funding and Business Rates Reset. The Local Government Finance Settlement announced in December 2023 is only a single year settlement. Whilst it increased District Councils' core spending power by 3% this is not keeping pace with inflation, and there is continued uncertainty around future years' funding. The Council needs to take proactive action to manage its future finances and mitigate the impacts of external factors on its funding.

8.3.3 Following the 2024/25 provisional settlement announced in December 2023, **Table 28** clearly shows that the grant funding streams for the Councils MTFS for 2024/25 and for the period up to 2028/29 has moved when compared to the preceding year. For:

- 2024/25 the total grant included in last year's MTFS was £2.737m; following the provisional settlement there is minimal cumulative movement. The expected New Homes Bonus (NHB) has increased by £0.426m but this is largely offset by a corresponding decrease in the 3% Funding Guarantee and Service grants.
- 2025/26 Due to the cessation of NHB funding, the 3% Funding Guarantee grant is expected to make up the shortfall during this year; consequently we are forecasting an increase in this grant of £1.303m for 2025/26 only.
- 2026/27 onwards the Council's net grants position is assumed to reset at a lower level due to the uncertainties regarding future grant funding.

Table 28	Comparison of Grant Assumptions: 2023/24 Budget & 2024/25 Budget and MTFS (2025/26 to 2028/29)					
	2023/24 £000	2024/25 £000	2025/26 £000	2026/27 £000	2027/28 £000	2028/19 £000
2023/24 Budget & MTFS						
NNDR	(11,272)	(11,997)	(11,450)	(10,360)	(9,274)	
RSG	(177)	(190)	95	149	202	
NHB	(1,273)	(1,273)	-	-	-	
Other Grants	(1,287)	(1,267)	(45)	(45)	(45)	
Total	(14,009)	(14,727)	(11,400)	(10,256)	(9,117)	
2024/25 Budget & MTFS						
NNDR		(13,780)	(14,596)	(10,437)	(10,914)	(11,417)
RSG		(188)	(178)	(162)	(98)	(28)
NHB		(1,699)	-	-	-	-
Other Grants		(883)	(2,187)	(50)	(50)	(50)
Total		(16,551)	(16,960)	(10,650)	(11,062)	(11,495)
Variance between Grant Assumptions						
NNDR		(1,783)	(3,146)	(77)	(1,640)	
RSG		2	(273)	(311)	(300)	
NHB		(426)	-	-	-	
Other Grants		384	(2,142)	(5)	(5)	
Total		(1,824)	(5,560)	(394)	(1,945)	
		%	%	%	%	
NDR		14.9	27.5	0.7	17.7	
RSG		(0.8)	(287.1)	(209.1)	(148.5)	
NHB		33.5	0.0	0.0	0.0	
Other Grants		(30.3)	4759.1	11.0	11.0	
Total		12.4	48.8	3.8	21.3	

Programme of Service Review

- 8.3.4 The Executive have reviewed and scrutinised their budgets, considering the impacts of external demand and cost pressures, whilst looking for opportunities to mitigate pressures with cost savings and income generation.

8.4 Governance

- 8.4.1 Noted within the 2022/23 Annual Governance Statement (AGS) both the Executive Leader and the Managing Director consider not only internal controls: Risk Management, Cyber Security and Network Controls, Financial Management, Programme delivery and GDPR, but also external factors such as:

1	Morbidity/Growing number of years of ill health/Continued impact of COVID	Impacting on people's ability to be self-reliant and generating additional cost through support needs.
2	Wider economic environment	Impact of Commercial Investment Strategy/Business rates receipts and level of need from residents.
3	Housing Affordability	Leading to homelessness and constraining growth.
4	Environmental pressures and sustainability challenge	Challenges to the long-term sustainability and attraction to our area.
5	Partner agency operational pressures	Challenges to the long-term sustainability and attraction to our area.

- 8.4.2 On 12th July 2023, the Council's Internal Audit Manager reported to the Corporate Governance Committee that the assurance given for the year to 31 March 2023 was:

"Based upon the work undertaken and knowledge of working arrangements, it is my opinion that the Council's governance, internal control environment and systems of internal control as at 31 March 2023 provide reasonable assurance over key business processes and financial systems. In respect of risk management only a limited assurance opinion can be given."

8.5 Risks

- 8.5.1 Because of the nature of the macro and microenvironment that the wider local government family and the Council operates within, there are a whole host of risks that the Council faces on a day-to-day basis. In such an environment, budget setting is not a science but more a guide on how financial resources will be allocated to services over the forthcoming year and to give an indication into the medium term. There will always be items that emerge after the budget has been approved and these can range from a programme under or overachieving or an unexpected event occurring.

Mitigation of Unforeseen Events

- 8.5.2 During the budget setting for 2023/24, a fixed General Fund Reserve of £2.175m was agreed based on the likely financial risks facing the council. The General Fund Reserve will be maintained at this level for 2024/25.

In order to mitigate the impacts of any event that could have a potentially negative impact on the council's finances the council has clear processes in place:

Where a situation has occurred that is 'service' specific, the

- first call for funding will be from compensating savings from elsewhere within the service, and if none are possible then savings from the wider Councils budget (service first, wider Council thereafter);
- second call for funding will be general service reductions. Such an approach will inevitably have an impact on service delivery; and
- finally, the use of General Fund reserves would be considered.

Where a situation arises that is 'corporate' in nature, then consideration will be given to the first and second calls, but there is likely to be earlier consideration of using General Fund reserves.

8.5.3 During 2016/17 the Council introduced the Budget Surplus Earmarked Reserve; the aim of this reserve is to "mop-up" service underspends that would cause the General Fund to be higher than the minimum threshold. This has been developed further to provide a means by which surpluses could be distinguished between those due to unspent NHB or in-services savings.

With regard to:

:

- unspent NHB, such underspends are passported through to the Commercial Investment Earmarked Reserve, therefore, enabling the Council to ring-fence funds that are available for Commercial Investment and/or service development.
- in-service savings, such underspends can be ring-fenced to provide a 'smoothing' fund to meet future years estimated deficits.

8.5.4 The technical definition of General Fund Reserves includes the General Fund (Unallocated) Reserve as well as all 'revenue' Earmarked Reserves. In the context of making General Fund Reserve balances available to meet unforeseen events, the Council has self-limited this to the General Fund (Unallocated) Reserve itself as well as the Budget Surplus Earmarked Reserve. The Commercial Investment Reserve is not included in the following risk modelling assessment as this is the means by which the Council is able to invest to provide medium-term financial sustainability – to include the Commercial Investment Reserve could give an overly 'optimistic' view of financial resilience. Consequently, to mitigate such events and secure the delivery (and security) of day-to-day business, the schedule of call-off would be:

- General Fund (Unallocated) Reserve; and then the
- Budget Surplus Earmarked Reserve.

As an absolute last resort, only then would the Commercial Investment Earmarked Reserve be applied.

Risk Modelling

8.5.5 It is essential that relevant risks are identified, and appropriate sensitivity analysis applied to determine the impact of such risks on the Councils financial standing – and consequently the delivery of the Councils day-to-day business. The most significant potential risks to the budget are:

- under achievement of savings.
- higher inflation.
- further reductions in income (mainly from fees and charges).
- non-achievement of savings; including Shared Services.
- failure of a borrower.
- an emergency.
- estate property enhancement/development.
- increased demand on services (e.g., benefits and homelessness).
- level of retained business rates.

8.5.6 Taking each of the above in turn:

- **Underachievement of Savings & Additional Income**
The savings and increased income budgets included within the budget total £6.272m and cover a broad range of services. Achieving them is dependent on market, management and political conditions prevailing at the time. It is therefore prudent to assume that some of these savings may not be achieved.
- **Inflation**
With regard to:
 - Pay
The budget for 2024/25 and assumes fixed a budget envelope for pay awards of £1m, equivalent to a notional 4% increase in staffing costs for 2024/25. The pay budget also includes increases for increments, non-consolidated bonuses and the increase to National Living Wage.
 - General Inflation
No general inflation has been included in the 2024/25 budget except where there are contractual price increases.
 - Borrowing
The budget for 2024/25 assumes minimal borrowing cost for temporary borrowing (for non-CIS borrowing)
- **Reduced income: Fees and Charges**
Total fees and charges are £17.460m, therefore, for sensitivity analysis a 2% loss of income from fees and charges would amount to £349k. The largest income streams that are susceptible to variation include Car Parks (Off-Street) Leisure Centres, Commercial Estate, and Planning Fees.
- **Reduced income: New Homes Bonus**
For 2024/25 the Councils NHB is £1.699m; the Government has indicated that this funding will cease from 2025/26.

- **Government Grant: Non-Domestic Rates**

Since the localisation of Non-Domestic Rates in April 2013 it has become increasingly clear that the levels that the authority will be able to retain are more and more difficult to forecast. Whilst there are some opportunities for estimating i.e., the development of new buildings, it is very difficult to judge when development will commence on allocated land even if planning permission has been granted.

Prior to 2017/18, it had been established that the government's assessment of growth for the District was somewhat optimistic when compared to actual growth. Similar to last year, for 2024/25 the Council has taken a more prudent line by formulating its own assessment for NDR receipts. Directly linked to NDR are S.31 grants, this is government grant that compensates local government for it being required to exceed the minimum statutory regulations for certain thresholds as a consequence of government priorities (i.e., increasing the 'small business relief' limit above that required by law). The assessed S.31 receipts for 2024/25 are £2.962m.

- **Failure of a Borrower**

The current counterparty limit is lending of £5.000m to a single institute.

The main "borrowing" risk rests whether the lending is either on a short- or long-term basis. The £5.000m limit is restricted to strategic funds the highest limit for other funds (excluding government) is £4.000m. . The impact of a "failure of borrower" will be the loss of revenue cash flow and the potential costs involved of "making good" the lost investment. There are, however, good governance arrangements around the Council's Treasury activity and therefore the likelihood of loss is minimal. However, with the current financial situation and the possibility of a recession and of increasing bad debts, and therefore creditworthiness, it would be prudent to include some sensitivity in respect of cash flow. Therefore, the average maximum amount lent to an institution at any given time is around £4.000m; if this amount was lost and the Council had to borrow from the PWLB, at current rates this would amount to a cost of £200k at an assumed rate of 5%. This block amount is included in the sensitivity analysis.

- **Emergency**

As is normal for a business, different types of risk are mitigated in many difference ways Some risks are insured against, so losses are limited to the excesses payable and also, the Government's Bellwin Scheme meets a large proportion, over a threshold, of the costs of any significant peacetime emergencies (e.g., pandemics, severe flooding). The Council maintains its General Fund Reserves at a fair 'minimum' level and their use in respect of Mitigation of Unforeseen Events is discussed in detail at paragraphs 8.5.2 and 8.5.3.

With specific regard to flooding, the Council does reside within a flood risk area and there have been occasions where the Council has been required to meet the cost of local flooding incidents; however, such costs have been met from within current resources. With the reduction in budgets, it is anticipated that such ad-hoc spend will not be able to be as easily accommodated so it would be prudent to include an element within any sensitivity to meet this cost. The Code of Financial Management permits the Chief Executive or the Responsible Financial Officer to incur "emergency spend" of up to £500k, with retrospective reporting to Cabinet. A 50% allocation (£250k) of the £500k is included within the sensitivity analysis.

- **Estate property enhancement/development**
With the Council increasing its CIS Estate and the 'ageing' of its current Operational Estate, it is fair to include a risk in respect of future property enhancement. For sensitivity modelling purposes, the currently estimated cost of enhancement is £182k for sensitivity purposes if 80% of this was required this would give a cost of £146k.
- **Increased demands on services**
Many of the services provided by the Council are susceptible to an increase in demand. However, over the past few years the most susceptible that have had a significant revenue impact is homelessness.
- **Council Tax**
The Council has chosen to increase Council Tax by £5 this year resulting in an increase of £377k.

Sensitivity for 2024/25 Budget

8.5.7 Considering the risks, budget assumptions, and the likelihood of all these risks occurring at the same time, the council will have sufficient resources to meet the costs of the risks.

8.6 Revenue Reserves

Reserves for 2024/25 and the MTFS Period (2025/26 to 2028/29)

- 8.6.1 There is no statutory minimum level of reserves, however, as noted at 8.5.2 the minimum threshold for the General Fund (Unallocated) Reserves of £2.175m that Cabinet approved during 2024/25 budget setting will be maintained. The primary aim of the General Fund is to provide a safety net for unforeseen expenditure.
- 8.6.2 In addition to the General Fund, and as shown in 8.5.2 to 8.5.3 the Council operates several reserves, including the Budget Surplus Reserve, the Commercial Investment Reserve and a number of specific Earmarked Reserves. The purpose of the latter is to meet known potential liabilities arising from statutory commitments, known risks, future or political commitments and costs associated with transformation and commercialisation.

8.7 Conclusion

- **2024/25 Budget**

Considering all the factors noted within the "Robustness" statement in respect of 2024/25, I consider that given the combination of the council's:

- commitment to continue to find service efficiencies;
- intended direction of travel in relation to governance;
- clear intention to invest in services; and
- prudent position relating to income recognition

the budget proposed for 2024/25 should not give Members any significant concerns over the Council's financial position.

- **Medium Term Financial Strategy (2025/26 to 2028/29)**

With regard to the period covered by the MTFS; the Council does face some future funding risk with the:

- expected reduction in NHB,
- the implications of Fair Funding and
- the ongoing issues pertaining to the localisation of Business Rates.

However, over the past few years the Council has taken proactive action to address its budgetary concerns and with the planned continuation of work to find efficiencies the Council has a sound financial base upon which it can further develop its aim of financial self-sufficiency.

Karen Sutton

Responsible Financial Officer (Section 151)

Huntingdonshire District Council - Fees and Charges as at April 2024

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of last change	VAT *	Net charge	VAT	Total Charge	% Change from 2023/24
							£	£	£	%
Planning Application Fees - these are set Nationally and were changed on 6th December 2023										
	Prior Approval	Agricultural and Forestry buildings and operations or demolition of buildings		S	Apr-15	N	120.00	0.00	120.00	25.00%
		Communications (Previously referred to as Telecommunications code systems operators)		S	Apr-15	N	578.00	0.00	578.00	25.00%
		Proposed change of use to state funded or registered nursery		S	Apr-15	N	120.00	0.00	120.00	25.00%
		Proposed change of use of agricultural building to a state funded school or registered nursery		S	Apr-15	N	120.00	0.00	120.00	25.00%
		Proposed change of use of agricultural building to a flexible use within shops, financial and professional services, restaurants and cafes, business, storage or distribution, hotels, or assembly or leisure		S	Apr-15	N	120.00	0.00	120.00	25.00%
		Proposed change of a building from Office (Use Class B1) use to a use falling within Use Class C3 (Dwelling house)		S	Apr-15	N	120.00	0.00	120.00	25.00%
		Proposed change of use from an agricultural building to a Dwelling house (Use Class C3) where there are no associated building operations		S	Apr-15	N	120.00	0.00	120.00	25.00%
		Proposed change of use of a building from a retail (Use Class A1 or A2) use or a mixed retail and residential use to a use falling within use Class C3 (Dwelling house) where there are no associated building operations		S	Apr-15	N	120.00	0.00	120.00	25.00%
		Proposed change of use from storage or Distribution to Dwellinghouses		S	Apr-15	N	120.00	0.00	120.00	25.00%
		Proposed change of use from light industrial to Dwellinghouses		S	Apr-15	N	120.00	0.00	120.00	25.00%
	Full Applications	Householder Applications	Alterations/extensions to a single dwellinghouse, including works within boundary	S	Apr-15	N	258.00	0.00	258.00	25.00%
			Alterations/extensions to two or more dwellinghouses, including works within boundary	S	Apr-15	N	509.00	0.00	509.00	25.00%
		Erection Of Dwellinghouses	Fewer than 10 dwellinghouses	S	Apr-15	N	578.00	0.00	578.00	25.00%
			Between 10 and 50 dwellinghouses	S	Apr-15	N	624.00	0.00	624.00	35.00%

Huntingdonshire District Council - Fees and Charges as at April 2024

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of last change	VAT *	Net charge	VAT	Total Charge	% Change from 2023/24
							£	£	£	%
			More than 50 Dwellinghouses To a maximum of £405,000.	S	Apr-15	N	30860.00	0.00	30,860.00	35.00%
	Erection Of Buildings		No increase in gross floor space or no more than 40 square metres	S	Apr-15	N	293.00	0.00	293.00	25.00%
			More than 40 square metres but less than 1,000 square metres	S	Apr-15	N	578.00	0.00	578.00	25.00%
			Between 1,000 square metres and 3,750 square metres	S	Apr-15	N	624.00	0.00	624.00	35.00%
			More than 3,750 square metres	S	Apr-15	N	30860.00	0.00	30,860.00	35.00%
			plus for each in excess of 3,750square metres up to a maximum of £405,000	S	Apr-15	N	186.00	0.00	186.00	41.00%
	Approval / variation/ discharge of condition	Application for removal or variation of condition following grant of planning permission		S	Apr-15	N	293.00	0.00	293.00	25.00%
		Request for confirmation that one or more planning conditions have been complied with	Per request for householder	S	Apr-15	N	43.00	0.00	43.00	26.00%
			otherwise per request	S	Apr-15	N	145.00	0.00	145.00	25.00%
	Change of use of a building to use as one or more separate dwelling houses, or other cases		Fewer than 10 dwellinghouses (new as of Dec 2023)	S		N	462.00	0.00	462.00	#DIV/0!
			More than 10 but not more than 50 dwellings for each	S	Apr-15	N	624.00	0.00	624.00	35.00%
		More than 50 dwellings		S	Apr-15	N	30860.00	0.00	30,860.00	35.00%
			plus for each in excess of 50 up to a maximum of £405,000 (previously £250,000)	S	Apr-15	N	186.00	0.00	186.00	41.00%
	Other changes of use of a building or land			S	Apr-15	N	578.00	0.00	578.00	25.00%
	Advertising	Relating to the business on the premises		S	Apr-15	N	165.00	0.00	165.00	25.00%
		Advanced signs which are not on or visible from the site, directing the public to a business		S	Apr-15	N	165.00	0.00	165.00	25.00%
		Other advertisements		S	Apr-15	N	578.00	0.00	578.00	25.00%
	Application for permission in principle	Fee for each 0.1 hectare of site area		S	Jul-18	N	503.00	0.00	503.00	25.00%

Huntingdonshire District Council - Fees and Charges as at April 2024

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of last change	VAT *	Net charge	VAT	Total Charge	% Change from 2023/24
							£	£	£	%
	Application for a non-material amendment following a grant of planning permission	Application in respect of householder development		S	Apr-15	N	43.00	0.00	43.00	26.00%
		Application in respect of other developments		S	Apr-15	N	293.00	0.00	293.00	25.00%
Pre Application Fees - these are set by HDC. Where any development that falls within one or more category the fees should be added together.										
	Householder - Written Advice Only	Householder (Not a Listed Building)		D	Oct-22	S	250.00	50.00	300.00	
		Householder (Listed Building)		D	Oct-22	S	500.00	100.00	600.00	
		Optional Pre-application Meeting		D	Oct-22	S	200.00	40.00	240.00	
	Enforcement - Written Advice Only	Enforcement (Not a Listed Building)		D	Oct-22	S	865.00	173.00	1,038.00	
		Enforcement (Listed Building)		D	Oct-22	S	1730.00	346.00	2,076.00	
	Lawful Development Certificate	Lawful Development Certificate Existing/Proposed - Householder		D	Oct-22	S	345.00	69.00	414.00	
		Lawful Development Certificate Existing/Proposed - Proposed Minor Development		D	Oct-22	S	690.00	138.00	828.00	
							0.00	0.00	0.00	
	Written Advice only - Residential Development	1 additional dwelling proposed		D	Oct-22	S	350.00	70.00	420.00	25.00%
		1 additional dwelling proposed (Listed Building Affected)		D	Oct-22	S	700.00	140.00	840.00	
		2-9 additional dwellings proposed		D	Oct-22	S	2250.00	450.00	2,700.00	305.00%
		2-9 additional dwellings proposed (Listed Building Affected)		D	Oct-22	S	4500.00	900.00	5,400.00	
		Optional Pre-application Meeting (1-9 Dwellings)		D	Oct-22	S	475.00	95.00	570.00	
		10-19 additional dwellings proposed		D	Oct-22	S	3000.00	600.00	3,600.00	
		10-19 additional dwellings proposed (Listed Building Affected)		D	Oct-22	S	6000.00	1200.00	7,200.00	

Huntingdonshire District Council - Fees and Charges as at April 2024

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of last change	VAT *	Net charge	VAT	Total Charge	% Change from 2023/24
							£	£	£	%
		Optional Pre-application Meeting (10+ Dwellings)		D	Oct-22	S	840.00	168.00	1,008.00	
	20-29	additional dwellings proposed		D	Oct-22	S	4650.00	930.00	5,580.00	
	20-29	additional dwellings proposed (Listed Building Affected)		D	Oct-22	S	9300.00	1860.00	11,160.00	
	30-39	additional dwellings proposed		D	Oct-22	S	6300.00	1260.00	7,560.00	
	30-39	additional dwellings proposed (Listed Building Affected)		D	Oct-22	S	12600.00	2520.00	15,120.00	
	40-49	additional dwellings proposed		D	Oct-22	S	7950.00	1590.00	9,540.00	
	40-49	additional dwellings proposed (Listed Building Affected)		D	Oct-22	S	15900.00	3180.00	19,080.00	
	50-59	additional dwellings proposed		D	Oct-22	S	9600.00	1920.00	11,520.00	
	50-59	additional dwellings proposed (Listed Building Affected)		D	Oct-22	S	19200.00	3840.00	23,040.00	
	60-69	additional dwellings proposed		D	Oct-22	S	11250.00	2250.00	13,500.00	
	60-69	additional dwellings proposed (Listed Building Affected)		D	Oct-22	S	22500.00	4500.00	27,000.00	
	70-79	additional dwellings proposed		D	Oct-22	S	12900.00	2580.00	15,480.00	
	70-79	additional dwellings proposed (Listed Building Affected)		D	Oct-22	S	25800.00	5160.00	30,960.00	
	80-89	additional dwellings proposed		D	Oct-22	S	14550.00	2910.00	17,460.00	
	80-89	additional dwellings proposed (Listed Building Affected)		D	Oct-22	S	29100.00	5820.00	34,920.00	
	90-99	additional dwellings proposed		D	Oct-22	S	16200.00	3240.00	19,440.00	
	90-99	additional dwellings proposed (Listed Building Affected)		D	Oct-22	S	32400.00	6480.00	38,880.00	
	100-119	additional dwellings proposed		D	Oct-22	S	18750.00	3750.00	22,500.00	
	100-119	additional dwellings proposed (Listed Building Affected)		D	Oct-22	S	37500.00	7500.00	45,000.00	
	120-139	additional dwellings proposed		D	Oct-22	S	21900.00	4380.00	26,280.00	

Huntingdonshire District Council - Fees and Charges as at April 2024

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of last change	VAT +	Net charge	VAT	Total Charge	% Change from 2023/24
							£	£	£	%
		120-139 additional dwellings proposed (Listed Building Affected)		D	Oct-22	S	43800.00	8760.00	52,560.00	
		140-159 additional dwellings proposed		D	Oct-22	S	25050.00	5010.00	30,060.00	
		140-159 additional dwellings proposed (Listed Building Affected)		D	Oct-22	S	50100.00	10020.00	60,120.00	
		160-179 additional dwellings proposed		D	Oct-22	S	28200.00	5640.00	33,840.00	
		160-179 additional dwellings proposed (Listed Building Affected)		D	Oct-22	S	56400.00	11280.00	67,680.00	
		180-199 additional dwellings proposed		D	Oct-22	S	31350.00	6270.00	37,620.00	
		180-199 additional dwellings proposed (Listed Building Affected)		D	Oct-22	S	62700.00	12540.00	75,240.00	
		200+ additional dwellings proposed		D	Oct-22	S	31425.00	6285.00	37,710.00	
		Additional dwellings 201+		D	Oct-22	S	75.00	15.00	90.00	
		200+ additional dwellings proposed (Listed Building Affected)		D	Oct-22	S	62850.00	12570.00	75,420.00	
		Additional dwellings 201+		D	Oct-22	S	150.00	30.00	180.00	
	Written Advice only - Agricultural buildings	0 - 465 sq m additional floor space		D	Mar-16	S	192.40	38.48	230.88	30.00%
		0 - 465 sq m additional floor space (Listed Building Affected)		D	Mar-16	S	384.80	76.96	461.76	
		466 sq m additional floor space		D	Mar-16	S	304.00	60.80	364.80	0.00%
		465 sq m additional floor space (Listed Building Affected)		D	Mar-16	S	608.00	121.60	729.60	
	Written Advice only - Other buildings (Commercial)	1 - 99 sq m additional floor space		D	Mar-16	S	364.00	72.80	436.80	30.00%
		100 - 1000 sq m additional floor space		D	Mar-16	S	728.80	145.76	874.56	31.00%
		1001 -5000 sq m additional floor space		D	Mar-16	S	2250.00	450.00	2,700.00	25.00%
		5001 - 10,000 sq m additional floor space		D	Mar-16	S	6552.00	1310.40	7,862.40	30.00%
		10,001 + sq m additional floor space		D	Mar-16	S	14768.00	2953.60	17,721.60	30.00%

Huntingdonshire District Council - Fees and Charges as at April 2024

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of last change	VAT +	Net charge	VAT	Total Charge	% Change from 2023/24
							£	£	£	%
	Written Advice only - Change of Use			D	Mar-16	S	304.00	60.80	364.80	9.00%
	Written Advice only - Principle of Development (Minor)			D	Mar-16	S	1088.80	217.76	1,306.56	96.00%
	Written Advice only - Principle of Development (Major)			D	Mar-16	S	5000.00	1000.00	6,000.00	178.00%
	Admin fee on invalid Planning Application refunds		per refund	S	Mar-16	S	60.00	12.00	72.00	20.00%
Refuse Collection										
	Household Bulky Waste		1-3 items	D		N	35.00	0.00	35.00	0.00%
	Household Bulky Waste		4-6 items	D		N	50.00	0.00	50.00	0.00%
	Household Bulky Waste		7-10 items	D		N	75.00	0.00	75.00	0.00%
	Commercial Bulky Waste		Per hour	D		N	150.00	0.00	150.00	0.00%
	Green Bin	Early Bird Deal	Per annum	D		N	50.00	0.00	50.00	N/A
	Green Bin		Per annum	D		N	57.50	0.00	57.50	N/A
	Second Green Bin		Per annum	D		N	30.00	0.00	30.00	(40.00%)
	Bins for New Developments		set of 3	D	Apr-23	N	170.00	0.00	170.00	0.00%
	Delivery Charge	Domestic wheel bin	per bin	D	Apr-23	N	20.00	0.00	20.00	0.00%
	Commercial Waste	Price on application	Prices start from £4.10 per lift/collection							
Markets										
	St Ives Weekly Markets	Casual traders	10ft Pitch			E	24.20	0.00	24.20	0.00%

Huntingdonshire District Council - Fees and Charges as at April 2024

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of last change	VAT *	Net charge	VAT	Total Charge	% Change from 2023/24
							£	£	£	%
		Permanent traders	10ft Pitch			E	18.00	0.00	18.00	0.00%
		Additional Pitches Friday	10ft Pitch			E	10.30	0.00	10.30	0.00%
		Additional Pitches Monday	10ft Pitch			E	11.35	0.00	11.35	0.00%
	Huntingdon Weekly Market	Huntingdon Wednesday Market	10ft Pitch (Prime Pitch)			E	19.50	0.00	19.50	0.00%
		Huntingdon Wednesday Market	10ft Pitch (Intermediate 1)			E	15.40	0.00	15.40	0.00%
		Huntingdon Wednesday Market	10ft Pitch (Intermediate 2)			E	14.40	0.00	14.40	0.00%
		Huntingdon Wednesday Market	10ft Pitch (Intermediate 3)			E	13.40	0.00	13.40	0.00%
		Huntingdon Wednesday Market	10ft Pitch (End Pitch)			E	10.25	0.00	10.25	0.00%
		Huntingdon Saturday Market	10ft Pitch (Prime Pitch)			E	22.70	0.00	22.70	0.00%
		Huntingdon Saturday Market	10ft Pitch (Intermediate 1)			E	20.60	0.00	20.60	0.00%
		Huntingdon Saturday Market	10ft Pitch (Intermediate 2)			E	19.00	0.00	19.00	0.00%
		Huntingdon Saturday Market	10ft Pitch (Intermediate 3)			E	18.00	0.00	18.00	0.00%
		Huntingdon Saturday Market	10ft Pitch (Intermediate 4)			E	15.50	0.00	15.50	0.00%
		Huntingdon Saturday Market	10ft Pitch (Intermediate 5)			E	14.40	0.00	14.40	0.00%
		Huntingdon Saturday Market	10ft Pitch (End Pitch)			E	10.30	0.00	10.30	0.00%
	St Ives Bank Holiday Markets	Market Hill regular trader	10ft Pitch			E	26.00	0.00	26.00	0.00%
		Market Hill non - regular trader	10ft Pitch			E	34.00	0.00	34.00	0.00%

Huntingdonshire District Council - Fees and Charges as at April 2024

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of last change	VAT *	Net charge	VAT	Total Charge	% Change from 2023/24
							£	£	£	%
		Market Hill casual trader (on the day) RAINING AT 8am	10ft Pitch			E	36.00	0.00	36.00	0.00%
		Market Hill casual trader (on the day) DRY AT 8am	10ft Pitch			E	45.00	0.00	45.00	0.00%
	Electricity supply	per day				S	4.90	0.98	5.88	0.00%
Fair	Fair Huntingdon	Riverside car park	per day			Z	1,050.00	0.00	1,050.00	0.00%
Car parking		HDC operated short stay p&d car parks (up to 4 hours subject to site)	Up to 1 hour	D		S	0.83	0.17	1.00	0.00%
			Up to 1 hour & 15 minutes	D		S	1.00	0.20	1.20	0.00%
			Up to 1 hour & 30 minutes	D		S	1.17	0.23	1.40	0.00%
			Up to 1 hour & 45 minutes	D		S	1.33	0.27	1.60	0.00%
			Up to 2 hours	D		S	1.50	0.30	1.80	0.00%
			Up to 2 hours & 15 minutes	D		S	1.67	0.33	2.00	0.00%
			Up to 2 hours & 30 minutes	D		S	1.83	0.37	2.20	0.00%
			Up to 2 hours & 45 minutes	D		S	2.00	0.40	2.40	0.00%
			Up to 3 hours	D		S	2.17	0.43	2.60	0.00%
			Up to 3 hours & 15 minutes	D		S	2.33	0.47	2.80	0.00%
			Up to 3 hours & 30 minutes	D		S	2.50	0.50	3.00	0.00%
			Up to 3 hours & 45 minutes	D		S	2.67	0.53	3.20	0.00%

Fair

Page 82 of 266

Car parking

Huntingdonshire District Council - Fees and Charges as at April 2024

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of last change	VAT +	Net charge	VAT	Total Charge	% Change from 2023/24
							£	£	£	%
			Up to 4 hours	D		S	2.83	0.57	3.40	0.00%
			Daily bay suspension inc events	D		S	8.33	1.67	10.00	0.00%
		HDC operated long stay p&d car parks (up to 23 hours subject to site)	Up to 2 hours	D		S	1.33	0.27	1.60	0.00%
			Up to 2 hours & 15 minutes	D		S	1.42	0.28	1.70	0.00%
			Up to 2 hours & 30 minutes	D		S	1.50	0.30	1.80	0.00%
			Up to 2 hours & 45 minutes	D		S	1.58	0.32	1.90	0.00%
			Up to 3 hours	D		S	1.67	0.33	2.00	0.00%
			Up to 3 hours & 15 minutes	D		S	1.75	0.35	2.10	0.00%
			Up to 3 hours & 30 minutes	D		S	1.83	0.37	2.20	0.00%
			Up to 3 hours & 45 minutes	D		S	1.92	0.38	2.30	0.00%
			Up to 4 hours	D		S	2.00	0.40	2.40	0.00%
			Up to 10 hours	D		S	2.50	0.50	3.00	0.00%
			Up to 23 hours	D		S	3.33	0.67	4.00	0.00%
			Daily bay suspension inc events	D		S	8.33	1.67	10.00	0.00%
		Huntingdon - Hinchingsbrooke Country Park	Up to 2 hr	D		S	0.83	0.17	1.00	0.00%
			2 hr to a maximum of 6 hr	D		S	1.67	0.33	2.00	0.00%
			Daily bay suspension inc events	D		S	8.33	1.67	10.00	0.00%

Huntingdonshire District Council - Fees and Charges as at April 2024

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of last change	VAT +	Net charge	VAT	Total Charge	% Change from 2023/24	
							£	£	£	%	
Permit Charges		Resident season ticket permit	6 months	D		S	129.17	25.83	155.00	0.00%	
		Resident season ticket permit	12 months	D		S	250.00	50.00	300.00	0.00%	
		Resident season ticket permit (Low emission discount)	6 months	D		S	64.58	12.92	77.50	0.00%	
		Resident season ticket permit (Low emission discount)	12 months	D		S	125.00	25.00	150.00	0.00%	
		Residents Historiccar park permits	12 months	D		S	83.33	16.67	100.00	0.00%	
		Residents Historic car park permits (low emission discount)	12 months	D		S	41.67	8.33	50.00	0.00%	
		Resident On-Street parking permit administration	per permit		D		5	8.33	1.67	10.00	0.00%
		Season ticket permit	6 months	D		S	129.17	25.83	155.00	0.00%	
		Season ticket permit	12 months	D		S	250.00	50.00	300.00	0.00%	
		HDC Permit	daily		D		S	2.50	0.50	3.00	0.00%
		Season ticket permit (Low emission discount)	6 months	D		S	64.58	12.92	77.50	0.00%	
		Season ticket permit (Low emission discount)	12 months	D		S	125.00	25.00	150.00	0.00%	
		Huntingdon - Hinchingsbrooke Country Park	6 months		D		S	25.00	5.00	30.00	0.00%
		Huntingdon - Hinchingsbrooke Country Park	12 months		D		S	41.67	8.33	50.00	0.00%
		Coach Permit	daily		D		S	12.50	2.50	15.00	0.00%
		Skip Permit	weekly		D		S	33.33	6.67	40.00	0.00%
	Other Charges & Fees		Parking Excess & Penalty Charges (Off-Street)		D		N	60.00	0.00	60.00	0.00%
		Parking Excess & Penalty Charges (Off-Street) if paid within 14 days		D		N	40.00	0.00	40.00	0.00%	
		Parking Excess & Penalty Charges (On-street)		D		N	40.00	0.00	40.00	(33.00%)	

Huntingdonshire District Council - Fees and Charges as at April 2024

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of last change	VAT *	Net charge	VAT	Total Charge	% Change from 2023/24
							£	£	£	%
		Guided walk for groups	per hour (Plus travel expenses)	D		N	45.00	0.00	45.00	0.00%
		School visits	per child	D		N	6.00	0.00	6.00	0.00%
		Special Needs Groups upto 10		D		N	55.00	0.00	55.00	0.00%
		Special needs placements	per day	D		N	35.00	0.00	35.00	0.00%
		Corporate Work Parties	no charge for EA NE (govt bodies)	D		S	0.00	0.00	0.00	0.00%
		Corporate Work Parties Commercial Business	per day negotiable	D		S	10.50	2.10	12.60	0.00%
		Corporate Away Day with Activities and Refreshments	per person varies depending on activites	D		S	35.00	7.00	42.00	0.00%
	Drop in Children Events	minibeast hunting etc	per person	D		S	2.50	0.50	3.00	0.00%
	HCP Mainly	if prizes offered	per person	D		S	3.55	0.71	4.26	0.00%
	HCP Mainly	craft session with refreshments	per person	D		S	10.60	2.12	12.72	0.00%
	HCP Mainly	special events / workshops costed on request		D			0.00			
	HCP Mainly	camping	per person	D		S	3.00	0.60	3.60	0.00%
	HCP Mainly	craft fairs	per table	D		S	16.67	3.33	20.00	0.00%
	HCP Mainly	equipment hire for public	per set	D		S	1.67	0.33	2.00	0.00%
	HCP Mainly	equipment hire no ranger inc pond dipping nets	per set	D		S	1.67	0.33	2.00	0.00%
		green willow	3 ft bundle	D		S	2.92	0.58	3.50	0.00%

Huntingdonshire District Council - Fees and Charges as at April 2024

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of last change	VAT *	Net charge	VAT	Total Charge	% Change from 2023/24
							£	£	£	%
			4 ft bundle	D		S	3.75	0.75	4.50	0.00%
			5 ft bundle	D		S	4.58	0.92	5.50	0.00%
			6 ft bundle	D		S	5.42	1.08	6.50	0.00%
			7 ft bundle	D		S	6.25	1.25	7.50	0.00%
			8 ft bundle	D		S	7.08	1.42	8.50	0.00%
		charcoal	1,5kg bag	D		S	4.00	0.80	4.80	0.00%
		logs	m3	D		S	133.33	26.67	160.00	0.00%
			tonne bag unsplit	D		S	54.17	10.83	65.00	0.00%
			net bag	D		S	5.00	1.00	6.00	0.00%
		flowers vegetables and plants from nursery	individually priced	D		S				
		activity sheets/ trails /spotter charts	individually priced from £2.00	D		Z				
		memorial trees	planting only	D		S	41.67	8.33	50.00	0.00%
		memorial benches HCP	installation and maintenance	D		S	166.67	33.33	200.00	0.00%
		memorial perch PP	donation to Friends	D						

Huntingdonshire District Council - Fees and Charges as at April 2024

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of last change	VAT +	Net charge	VAT	Total Charge	% Change from 2023/24
							£	£	£	%
Paxton Pits	Mooring (Between 8m -20m)	per ft boat	D	Yr19/20	S	19.80	3.96	23.76	26.00%	
			D	YR 20/21	S	21.80	4.36	26.16	38.00%	
			D	YR 21/22	S	23.80	4.76	28.56	38.00%	
			D	YR 22/23	S	25.80	5.16	30.96	50.00%	
			D	YR 23/24	S	28.00	5.60	33.60	56.00%	
5 YEAR LICENCES already agreed, any new licence holders since 2016 have already been paying £15.75 per foot										
Subject Access Request	Request for CCTV footage relating directly to the person making the request	per request								
Third Party Request	Request for CCTV footage relating to insurance claims etc. relating to third party data minimum charge	per request		D		S	100.00	20.00	120.00	0.00%
Civic Suite hire	Monday - Friday	Combined room (8am-6pm) per day			S	342.70	68.54	411.24	22.00%	
					S	50.20	10.04	60.24	22.00%	
		Half room(8am-6pm) per day			S	195.80	39.16	234.96	22.00%	
					S	50.20	10.04	60.24	22.00%	
		Combined room after 6pm per hour			S	112.60	22.52	135.12	22.00%	
					S	50.20	10.04	60.24	22.00%	
		Weekends	Combined room (8am-6pm) per day			S	550.10	110.02	660.12	22.00%
						S	71.00	14.20	85.20	22.00%

Huntingdonshire District Council - Fees and Charges as at April 2024

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of last change	VAT *	Net charge	VAT	Total Charge	% Change from 2023/24
							£	£	£	%
			Half room (8am - 6pm) per day			S	342.70	68.54	411.24	22.00%
			per hour			S	71.00	14.20	85.20	22.00%
			Combined room after 6pm per hour			S	137.10	27.42	164.52	22.00%
			Half room after 6pm per hour			S	84.50	16.90	101.40	22.00%
Caravan site licences										
			No charge							
	Relevant Protected Sites	Licence Application	4 - 15 pitches	D	Apr-23	N	366.90	0.00	366.90	0.00%
			16 - 39 pitches	D	Apr-23	N	454.40	0.00	454.40	0.00%
			40 - 75 pitches	D	Apr-23	N	505.00	0.00	505.00	0.00%
			76 - 123 pitches	D	Apr-23	N	580.00	0.00	580.00	0.00%
			Over 124 pitches	D	Apr-23	N	629.40	0.00	629.40	0.00%
		Annual Licence Fee	4 - 15 pitches	D	Apr-23	N	216.50	0.00	216.50	0.00%
			16 - 39 pitches	D	Apr-23	N	271.65	0.00	271.65	0.00%
			40 - 75 pitches	D	Apr-23	N	313.00	0.00	313.00	0.00%
			76 - 123 pitches	D	Apr-23	N	366.90	0.00	366.90	0.00%
			Over 124 pitches	D	Apr-23	N	421.85	0.00	421.85	0.00%
		Licence Transfer	4 - 15 pitches	D	Apr-23	N	112.20	0.00	112.20	0.00%

Huntingdonshire District Council - Fees and Charges as at April 2024

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of last change	VAT *	Net charge	VAT	Total Charge	% Change from 2023/24
							£	£	£	%
			16 - 39 pitches	D	Apr-23	N	112.20	0.00	112.20	0.00%
			40 - 75 pitches	D	Apr-23	N	112.20	0.00	112.20	0.00%
			76 - 123 pitches	D	Apr-23	N	112.20	0.00	112.20	0.00%
			Over 124 pitches	D	Apr-23	N	112.20	0.00	112.20	0.00%
		Licence Variation	4 - 15 pitches	D	Apr-23	N	224.40	0.00	224.40	0.00%
			16 - 39 pitches	D	Apr-23	N	224.40	0.00	224.40	0.00%
			40 - 75 pitches	D	Apr-23	N	224.40	0.00	224.40	0.00%
			76 - 123 pitches	D	Apr-23	N	224.40	0.00	224.40	0.00%
			Over 124 pitches	D	Apr-23	N	224.40	0.00	224.40	0.00%
	Deposit of site rules	Charge for depositing site rules	4 - 15 pitches	D		N	56.10	0.00	56.10	0.00%
			16 - 39 pitches	D		N	56.10	0.00	56.10	0.00%
			40 - 75 pitches	D		N	56.10	0.00	56.10	0.00%
			76 - 123 pitches	D		N	56.10	0.00	56.10	0.00%
			Over 124 pitches	D		N	56.10	0.00	56.10	0.00%
	Cooling Towers and Evaporative Condensers	Registrations	No charge	S						
	Environmental Permits									

Huntingdonshire District Council - Fees and Charges as at April 2024

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of last change	VAT *	Net charge	VAT	Total Charge	% Change from 2023/24
							£	£	£	%
<small>Fees as defined in the Local Authority Permits for Part A(2) Installations and Small Waste Incineration Plant (Fees and Charges) (England) Scheme 2017; and the Local Authority Permits for part B Installations and Mobile Plant and Solvent Emission Activities (Fees and Charges) (England) Scheme 2017. In the case of error, the statutory scheme issued by the Department for Environment Food and Rural Affairs (Defra) will take precedence</small>										
	Application Fee	Part A2	Application	S		N	3,363.00	0.00	3,363.00	0.00%
			Additional fee for operating without a permit	S		N	1,188.00	0.00	1,188.00	0.00%
			Surrender/ partial transfer	S		N	698.00	0.00	698.00	0.00%
			Transfer	S		N	235.00	0.00	235.00	0.00%
			Substantial variation	S		N	1,368.00	0.00	1,368.00	0.00%
			Reimbursement of the advertising costs incurred in informing public consultees, recharged in full							
		Part B	Application	S		N	1,650.00	0.00	1,650.00	0.00%
			Additional fee for operating without a permit	S		N	1,188.00	0.00	1,188.00	0.00%
			Surrender/ partial surrender	S						
			Transfer	S		N	169.00	0.00	169.00	0.00%
			Partial Transfer	S		N	497.00	0.00	497.00	0.00%
			Substantial variation	S		N	1,050.00	0.00	1,050.00	0.00%
		Reduced fee (except vehicle refinishers)	Application	S		N	155.00	0.00	155.00	0.00%
			Additional fee for operating without a permit	S		N	71.00	0.00	71.00	0.00%
			Substantial variation	S		N	102.00	0.00	102.00	0.00%
			Partial Transfer	S		N	47.00	0.00	47.00	0.00%

Huntingdonshire District Council - Fees and Charges as at April 2024

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of last change	VAT *	Net charge	VAT	Total Charge	% Change from 2023/24
							£	£	£	%
		Vehicle refinishers	Application	S		N	362.00	0.00	362.00	0.00%
			Additional fee for operating without a permit	S		N	71.00	0.00	71.00	0.00%
			Substantial variation	S		N	102.00	0.00	102.00	0.00%
			Partial Transfer	S		N	47.00	0.00	47.00	0.00%
		Petrol vapour recovery stages 1&2 combined	Application	S		N	257.00	0.00	257.00	0.00%
			Additional fee for operating without a permit	S		N	71.00	0.00	71.00	0.00%
			Substantial variation	S		N	102.00	0.00	102.00	0.00%
			Partial Transfer	S		N	47.00	0.00	47.00	0.00%
		Mobile crushing and screening plant	Application	S		N	1,650.00	0.00	1,650.00	0.00%
			Additional fee for operating without a permit	S		N	1,188.00	0.00	1,188.00	0.00%
			Substantial variation	S		N	1,050.00	0.00	1,050.00	0.00%
			Transfer	S		N	169.00	0.00	169.00	0.00%
			Partial Transfer	S		N	497.00	0.00	497.00	0.00%
		Mobile crushing and screening plant 3rd to 7th applications	Application	S		N	985.00	0.00	985.00	0.00%
			Additional fee for operating without a permit	S		N	1,188.00	0.00	1,188.00	0.00%
			Substantial variation	S		N	1,050.00	0.00	1,050.00	0.00%
			Transfer	S		N	169.00	0.00	169.00	0.00%

Huntingdonshire District Council - Fees and Charges as at April 2024

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of last change	VAT *	Net charge	VAT	Total Charge	% Change from 2023/24
							£	£	£	%
			Partial Transfer	S		N	497.00	0.00	497.00	0.00%
		Mobile crushing and screening plant 8th and subsequent applications	Application	S		N	498.00	0.00	498.00	0.00%
			Additional fee for operating without a permit	S		N	1,188.00	0.00	1,188.00	0.00%
			Substantial variation	S		N	1,050.00	0.00	1,050.00	0.00%
			Transfer	S		N	169.00	0.00	169.00	0.00%
			Partial Transfer	S		N	497.00	0.00	497.00	0.00%
		Where an application for any of the above is for a combined Part B and waste application there is an extra charge in addition to the above charges		S		N	279.00	0.00	279.00	0.00%
	Annual subsistence fees	Part A2	Low Risk	S		N	1,343.00	0.00	1,343.00	0.00%
			Medium Risk	S		N	1,507.00	0.00	1,507.00	0.00%
			High Risk	S		N	2,230.00	0.00	2,230.00	0.00%
			Additional Fee for payment by installments	S		N	38.00	0.00	38.00	0.00%
			Late payment charge	S		N	52.00	0.00	52.00	0.00%
			Operation with EC reporting requirement	S		N	103.00	0.00	103.00	0.00%
		Part B	Low Risk	S		N	772.00	0.00	772.00	0.00%
			Including waste (Reg 33) add	S		N	104.00	0.00	104.00	0.00%
			Medium Risk	S		N	1,161.00	0.00	1,161.00	0.00%
			Including waste (Reg 33) add	S		N	156.00	0.00	156.00	0.00%
			High Risk	S		N	1,747.00	0.00	1,747.00	0.00%
			Including waste (Reg 33) add	S		N	207.00	0.00	207.00	0.00%

Huntingdonshire District Council - Fees and Charges as at April 2024

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of last change	VAT *	Net charge	VAT	Total Charge	% Change from 2023/24
							£	£	£	%
		Reduced fee (except vehicle refinishers)	Low Risk	S		N	79.00	0.00	79.00	0.00%
			Medium Risk	S		N	158.00	0.00	158.00	0.00%
			High Risk	S		N	237.00	0.00	237.00	0.00%
		Vehicle refinishers	Low Risk	S		N	228.00	0.00	228.00	0.00%
			Medium Risk	S		N	365.00	0.00	365.00	0.00%
			High Risk	S		N	548.00	0.00	548.00	0.00%
		Petrol vapour recovery stages 1 &2 combined	Low Risk	S		N	113.00	0.00	113.00	0.00%
			Medium Risk	S		N	226.00	0.00	226.00	0.00%
			High Risk	S		N	341.00	0.00	341.00	0.00%
		Mobile crushing and screening plant	Low Risk	S		N	626.00	0.00	626.00	0.00%
			Medium Risk	S		N	1,034.00	0.00	1,034.00	0.00%
			High Risk	S		N	1,551.00	0.00	1,551.00	0.00%
		Mobile crushing and screening plant 3rd to 7th applications	Low Risk	S		N	385.00	0.00	385.00	0.00%
			Medium Risk	S		N	617.00	0.00	617.00	0.00%
			High Risk	S		N	924.00	0.00	924.00	0.00%

Huntingdonshire District Council - Fees and Charges as at April 2024

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of last change	VAT +	Net charge	VAT	Total Charge	% Change from 2023/24
							£	£	£	%
		Mobile crushing and screening plant 8th and subsequent applications	Low Risk	S		N	198.00	0.00	198.00	0.00%
			Medium Risk	S		N	314.00	0.00	314.00	0.00%
			High Risk	S		N	473.00	0.00	473.00	0.00%
		Late payment		S		N	52.00	0.00	52.00	0.00%
		Additional Fee for payment by installments		S		N	38.00	0.00	38.00	0.00%
Food Hygiene & Safety										
	Food Premises Approvals	Cost of approval	No charge	S						
	FHRS Rescore Visits	Cost of Visit		D		S	150.00	30.00	180.00	0.00%
	Health Certificate			D	Apr-23	N	100.00	0.00	100.00	0.00%
	Amendment to original Health Certificate per amendment			D	Apr-23	N	50.00	0.00	50.00	0.00%
	Wet signed hard copy of Health Certificate			D	Apr-23	N	125.00	0.00	125.00	0.00%
	Food examination certificate		Small & simple	D	Apr-23	S	165.00	33.00	198.00	0.00%
			Larger & more complex per hour (min £198)	D		S	60.08	12.02	72.10	0.00%
	Food hygiene courses		Level 2	D		E	60.00	0.00	60.00	0.00%
			Level 3	D		E	299.00	0.00	299.00	0.00%
			CD	D		S	47.08	9.42	56.50	0.00%
Housing										
	Houses in Multiple Occupation	Initial licence		D	Apr-23	N	605.00	0.00	605.00	10.00%
		Licence Variation	Small & simple No inspection required	D	Apr-23	N	66.88	0.00	66.88	10.00%
		Licence Variation	Larger and more complex inspection required	D	Apr-23	N	160.51	0.00	145.92	0.00%

Huntingdonshire District Council - Fees and Charges as at April 2024

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of last change	VAT +	Net charge	VAT	Total Charge	% Change from 2023/24
							£	£	£	%
		Renewal of licence		D	Apr-23	N	220.00	0.00	220.00	10.00%
		Revocation of licence		D		N	110.00	0.00	110.00	10.00%
		Where a house in multiple occupation fails to meet the terms and conditions of the licence, additional charges may be levied at the time of renewal of the licence at the rate of £97.00 per additional officer/visit in addition to any third party costs involved (e.g. gas engineer's fees)				N	106.70	0.00	106.70	10.00%
	Accommodation certificate	Issue		D	Apr-23	S	162.47	32.49	194.96	10.00%
Information Requests										
	Environmental Information Enquiry		Contaminated land - site specific	D	Apr-23	N	186.95	0.00	186.95	10.00%
			Simple request	D	Apr-23	N	53.55	0.00	53.55	10.00%
	Public Health Funerals		Administration charge associated with the organisation of a Public Health Funeral	D	Apr-23	N	500.00	0.00	500.00	0.00%
	Pest Control									
	Wasps nests	Treatment charge	First nest			S	62.50	12.50	75.00	0.00%
			Subsequent nests treated at the same visit			S	16.00	3.20	19.20	0.00%
	Rats and mice	Treatment charge	First call and maximum of two re-visits to replenish bait			S	80.00	16.00	96.00	0.00%
	Ants, booklice, carpet beetles, fleas, larder beetles and other insects	Treatment charge	First visit			S	67.00	13.40	80.40	0.00%
			Second visit			S	33.00	6.60	39.60	0.00%
	Call out charge or missed appointment					S	30.00	6.00	36.00	0.00%
	Invoicing charge					S	12.50	2.50	15.00	0.00%
	Rat Boxes		Per treatment			S	6.00	1.20	7.20	0.00%

Huntingdonshire District Council - Fees and Charges as at April 2024

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of last change	VAT +	Net charge	VAT	Total Charge	% Change from 2023/24
							£	£	£	%
	Mouse Boxes		Per treatment			S	1.00	0.20	1.20	0.00%
	Difenacoum		Per Kilo			S	2.40	0.48	2.88	0.00%
	Rat bait per tray		Per treatment			S	0.60	0.12	0.72	0.00%
	Rat bait per box		Per treatment			S	1.20	0.24	1.44	0.00%
	Rat bait per pipe		Per treatment			S	1.20	0.24	1.44	0.00%
	Brodificoum		Per Kilo			S	6.30	1.26	7.56	0.00%
	Mouse bait per tray		Per treatment			S	1.20	0.24	1.44	0.00%
	Mouse bait per box		Per treatment			S	1.20	0.24	1.44	0.00%
	Brodificoum wax blocks 20gm					S	0.37	0.07	0.44	(1.00%)
	Hourly rate					S	45.00	9.00	54.00	0.00%
	Invoicing charge					S	10.42	2.08	12.50	0.00%
	Stray dogs	Statutory Charge	per dog	S		N	25.00	0.00	25.00	0.00%
		Dog warden Service charge	per dog	D	Apr-23	S	65.00	13.00	78.00	(19.00%)
		Dog returned directly to owner without kennelling, plus statutory fine	per dog	S / D	Apr-23	S	90.00	18.00	108.00	13.00%
		Stray dogs claimed by owner from kennels without incurring overnight kennelling charge	per dog per period before 4:00pm	S / D	Apr-23	S	90.00	18.00	108.00	13.00%
	Kennelling Charge Overnight	Statutory Charge Day of Arrival	per dog	S		N	25.00	0.00	25.00	0.00%
		Dog warden Service charge Day of Arrival	per dog	D	Apr-23	N	65.00	0.00	65.00	(19.00%)
		Kennelling overnight charge	per dog	S / D	Apr-23	N	30.00	0.00	30.00	(25.00%)

Huntingdonshire District Council - Fees and Charges as at April 2024

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of last change	VAT *	Net charge	VAT	Total Charge	% Change from 2023/24
							£	£	£	%
		Kennelling overnight charge from 2nd Night - 7th Night per Night	per dog	S / D	Apr-23	N	30.00	0.00	30.00	(25.00%)
		Kennelling overnight charge from 8th Night. Owner has lost legal right to claim the dog								
Licensing										
Fees associated with the Gambling Act 2005 are determined in accordance with The Gambling (Premises Licence Fees) (England and Wales) Regulations 2007. In the case of error, the Regulations, or any update thereto will take precedence										
Page 98 of 266	Gambling Act 2005	Club Machine Permit		S		N	200.00	0.00	200.00	0.00%
		Gaming Machine two or less		S		N	50.00	0.00	50.00	0.00%
		Gaming Machine Permit		S		N	200.00	0.00	200.00	0.00%
		Adult Gaming Centre - new		S		N	2,000.00	0.00	2,000.00	0.00%
		Adult Gaming Centre - renewal		S		N	1,000.00	0.00	1,000.00	0.00%
		Unlicensed Family Entertainment Centre		S		N	30.00	0.00	30.00	0.00%
		Other Gambling Premises- new		S		N	3,000.00	0.00	3,000.00	0.00%
		Other Gambling Premises- renewal		S		N	600.00	0.00	600.00	0.00%
		Lotteries(Small society)- new		S		N	40.00	0.00	40.00	0.00%
		Lotteries(Small society)-renewal		S		N	20.00	0.00	20.00	0.00%
Fees associated with the Licensing Act 2003 are determined in accordance with The Licensing Act 2003 (Fees) Regulations 2005. In the case of error, the Regulations, or any update thereto will take precedence										
	Licensing Act 2003	Club Premises - Change of relevant registered address of club		S		N	10.50	0.00	10.50	0.00%

Huntingdonshire District Council - Fees and Charges as at April 2024

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of last change	VAT *	Net charge	VAT	Total Charge	% Change from 2023/24
							£	£	£	%
		Club Premises - Notification of change of name or alteration of club rules		S		N	10.50	0.00	10.50	0.00%
		Club Premises - Theft, loss etc. of club certificate		S		N	10.50	0.00	10.50	0.00%
		Application for a provisional statement where premises being built		S		N	315.00	0.00	315.00	0.00%
		Duty to notify change of name or address		S		N	10.50	0.00	10.50	0.00%
		Interim authority notice following death etc. of licence holder		S		N	23.00	0.00	23.00	0.00%
		Minor Variation		S		N	89.00	0.00	89.00	0.00%
		Notification of change of name or address		S		N	10.50	0.00	10.50	0.00%
		Removal of DPS Community Premises		S		N	23.00	0.00	23.00	0.00%
		Right of freeholder etc. to be notified of licensing matters		S		N	21.00	0.00	21.00	0.00%
		Personal Licences - Initial Application		S		N	37.00	0.00	37.00	0.00%
		Personal Licences - Renewal		S		N	0.00	0.00	0.00	0.00%
		Personal Licences - Theft, Loss etc.		S		N	10.50	0.00	10.50	0.00%
		Premises Licence - Application for Transfer		S		N	23.00	0.00	23.00	0.00%
		Premises Licence - Application to vary licence to specify individual as designated premises supervisor (DPS)		S		N	23.00	0.00	23.00	0.00%
		Premises Licence - Loss of Premises Summary		S		N	10.50	0.00	10.50	0.00%
		Premises Licence - Theft, loss etc.		S		N	10.50	0.00	10.50	0.00%
		Temporary Event Notices - Application		S		N	21.00	0.00	21.00	0.00%
		Temporary Event Notices - Theft, loss etc.		S		N	10.50	0.00	10.50	0.00%
		Additional fee for large venues and events (10,000 - 14,999 attendance at any one time)- new		S		N	2,000.00	0.00	2,000.00	0.00%
		Additional fee for large venues and events (15,000 - 19,999 attendance at any one time)-new		S		N	4,000.00	0.00	4,000.00	0.00%

Huntingdonshire District Council - Fees and Charges as at April 2024

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of last change	VAT *	Net charge	VAT	Total Charge	% Change from 2023/24
							£	£	£	%
		Additional fee for large venues and events (20,000 - 29,999 attendance at any one time)- new		S		N	8,000.00	0.00	8,000.00	0.00%
		Additional fee for large venues and events (30,000 - 39,999 attendance at any one time) - new		S		N	16,000.00	0.00	16,000.00	0.00%
		Additional fee for large venues and events (40,000 - 49,999 attendance at any one time) - new		S		N	24,000.00	0.00	24,000.00	0.00%
		Additional fee for large venues and events (5,000 - 9,999 attendance at any one time) - new		S		N	1,000.00	0.00	1,000.00	0.00%
		Additional fee for large venues and events (50,000 - 59,999 attendance at any one time)- new		S		N	32,000.00	0.00	32,000.00	0.00%
		Additional fee for large venues and events (60,000 - 69,999 attendance at any one time) - new		S		N	40,000.00	0.00	40,000.00	0.00%
		Additional fee for large venues and events (70,000 - 79,999 attendance at any one time) - new		S		N	48,000.00	0.00	48,000.00	0.00%
		Additional fee for large venues and events (80,000 - 89,999 attendance at any one time) - new		S		N	56,000.00	0.00	56,000.00	0.00%
		Additional fee for large venues and events (90,000 and over attendance at any one time) - new		S		N	64,000.00	0.00	64,000.00	0.00%
		Additional fee for large venues and events (5,000-9,999 attendance at any one time) - renewal		S		N	500.00	0.00	500.00	0.00%
		Additional fee for large venues and events (10,000 - 14,999 attendance at any one time)- renewal		S		N	1,000.00	0.00	1,000.00	0.00%
		Additional fee for large venues and events (15,000 - 19,999 attendance at any one time)-renewal		S		N	2,000.00	0.00	2,000.00	0.00%
		Additional fee for large venues and events (20,000 - 29,999 attendance at any one time)- renewal		S		N	4,000.00	0.00	4,000.00	0.00%
		Additional fee for large venues and events (30,000 - 39,999 attendance at any one time) - renewal		S		N	8,000.00	0.00	8,000.00	0.00%
		Additional fee for large venues and events (40,000 - 49,999 attendance at any one time) - renewal		S		N	12,000.00	0.00	12,000.00	0.00%
		Additional fee for large venues and events (50,000 - 59,999 attendance at any one time)- renewal		S		N	16,000.00	0.00	16,000.00	0.00%
		Additional fee for large venues and events (60,000 - 69,999 attendance at any one time) - renewal		S		N	20,000.00	0.00	20,000.00	0.00%
		Additional fee for large venues and events (70,000 - 79,999 attendance at any one time) - renewal		S		N	24,000.00	0.00	24,000.00	0.00%

Huntingdonshire District Council - Fees and Charges as at April 2024

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of last change	VAT *	Net charge	VAT	Total Charge	% Change from 2023/24
							£	£	£	%
		Additional fee for large venues and events (80,000 - 89,999 attendance at any one time) - renewal		S		N	28,000.00	0.00	28,000.00	0.00%
		Additional fee for large venues and events (90,000 and over attendance at any one time) - renewal		S		N	32,000.00	0.00	32,000.00	0.00%
		Premise - A (£0 - £4300) (initial issue)		S		N	100.00	0.00	100.00	0.00%
		Premise - A (£0 - £4300) (renewal)		S		N	70.00	0.00	70.00	0.00%
		Premise - B (£4301 - £33,000) (initial issue)		S		N	190.00	0.00	190.00	0.00%
		Premise - B (£4301 - £33,000) (renewal)		S		N	180.00	0.00	180.00	0.00%
		Premise - C (£33,001 - £87,000) (initial issue)		S		N	315.00	0.00	315.00	0.00%
		Premise - C (£33,001 - £87,000) (renewal)		S		N	295.00	0.00	295.00	0.00%
		Premise - D (£87,000 - £125,000) (initial issue)		S		N	450.00	0.00	450.00	0.00%
		Premise - D (£87,000 - £125,000) (renewal)		S		N	320.00	0.00	320.00	0.00%
		Premise - D (£87,000 - £125,000) and primary business is Alcohol sales (initial issue)		S		N	900.00	0.00	900.00	0.00%
		Premise - D (£87,000 - £125,000) and primary business is Alcohol sales (renewal)		S		N	640.00	0.00	640.00	0.00%
		Premise - E (£125,000 and above) (initial issue)		S		N	635.00	0.00	635.00	0.00%
		Premise - E (£125,000 and above) (renewal)		S		N	350.00	0.00	350.00	0.00%
		Premise - E (£125,000 and above) and primary business is Alcohol sales (initial issue)		S		N	1,905.00	0.00	1,905.00	0.00%

Huntingdonshire District Council - Fees and Charges as at April 2024

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of last change	VAT +	Net charge	VAT	Total Charge	% Change from 2023/24
							£	£	£	%
		Premise - E (£125,000 and above) and primary business is Alcohol sales (renewal)		S		N	1,905.00	0.00	1,905.00	0.00%
Miscellaneous Licences		Personal Registration - Electrolysis, Ear Piercing, Acupuncture or Tattooing		S	Apr-23	N	131.00	0.00	131.00	0.00%
Miscellaneous Licences		Premises Registration		D	Apr-23	N	170.00	0.00	170.00	0.00%
		Registration Variation Fee		D	Apr-23	N	50.00	0.00	50.00	0.00%
Sex Establishment licences		Sex Establishment - New		S		N	2,824.00	0.00	2,824.00	0.00%
		Sex Establishment - Renewal		S		N	2,824.00	0.00	2,824.00	0.00%
Driving Licences		Initial Issue	3 Yearly Licence	S		N	175.00	0.00	175.00	0.00%
		Renewal	3 Yearly Licence	S		N	120.00	0.00	120.00	0.00%
		DVSA check	no longer available	D		N	0.00	0.00	0.00	(100.00%)
		Knowledge & Competency test		D		N	60.00	0.00	60.00	9.00%
		Digital Advertising	no longer available	D		N	0.00	0.00	0.00	(100.00%)
		Replacement badge / Licence		D		N	10.00	0.00	10.00	0.00%
		1 year Licence (where determined by delegation)		D		N	81.00	0.00	81.00	0.00%
		Safeguarding training		D		N	30.00	0.00	30.00	0.00%
Vehicle Licences		Private Hire - Initial grant	(*Incl signs)	D	1 Year	N	256.00	0.00	256.00	0.00%
		Private Hire - Renewal		D	1 Year	N	195.00	0.00	195.00	0.00%

Huntingdonshire District Council - Fees and Charges as at April 2024

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of last change	VAT *	Net charge	VAT	Total Charge	% Change from 2023/24
							£	£	£	%
		Hackney Carriage initial grant (*Incl sign)	1 Year	D		N	256.00	0.00	256.00	0.00%
		Hackney Carriage Renewal	1 Year	D		N	195.00	0.00	195.00	0.00%
		Garage test Hackney Carriage (*Incl meter test)	no longer available	D		N	0.00	0.00	0.00	(100.00%)
		Hackney Carriage meter test only	no longer available	D		N	0.00	0.00	0.00	(100.00%)
		Garage test Private Hire & HC Saloon (Plates 1 - 45)	1 Year	D		N	45.50	0.00	45.50	0.00%
		Re-test	1 Year	D		N	45.50	0.00	45.50	0.00%
		Replacement of Brackets	1 Year	D		N	15.00	0.00	15.00	0.00%
		Replacement of plates	1 Year	D		N	22.00	0.00	22.00	10.00%
		Transfer of interest	1 Year	D		N	20.00	0.00	20.00	0.00%
		Door signs - magnetic Per pair		D		N	20.00	0.00	20.00	0.00%
		Door signs - permanent Per pair		D		N	15.00	0.00	15.00	0.00%
	Private Hire Operator's Licences	Initial issue	5 Yearly Licence	D		N	495.00	0.00	495.00	0.00%
		Renewal	5 Yearly Licence	D		N	400.00	0.00	400.00	0.00%
		Renewal yearly Licence where permitted	1 Year	D		N	125.00	0.00	125.00	0.00%
		Driver's Identification Badges	no longer available	D		N	0.00	0.00	0.00	(100.00%)
		Change of name / address / vehicle details		D		N	12.00	0.00	12.00	20.00%

Huntingdonshire District Council - Fees and Charges as at April 2024

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of last change	VAT *	Net charge	VAT	Total Charge	% Change from 2023/24
							£	£	£	%
Animal Welfare										
	Animal Boarding Establishments	0 - 5 Animals Application Fee	1 Year	D	Apr-23	N	151.00	0.00	151.00	6.00%
		0 - 5 Animals Licence Fee	1 Year	D	Apr-23	N	129.00	0.00	129.00	7.00%
		6 - 25 Animals Application Fee	1 Year	D	Apr-23	N	165.00	0.00	165.00	7.00%
		6 - 25 Animals Licence Fee	1 Year	D	Apr-23	N	200.00	0.00	200.00	7.00%
		26 - 50 Animals Application Fee	1 Year	D	Apr-23	N	176.00	0.00	176.00	7.00%
		26 - 50 Animals Licence Fee	1 Year	D	Apr-23	N	270.00	0.00	270.00	7.00%
		50+ Animals Application Fee	1 Year	D	Apr-23	N	201.00	0.00	201.00	7.00%
		50+ Animals Licence Fee	1 Year	D	Apr-23	N	317.00	0.00	317.00	7.00%
		0 - 5 Animals Application Fee	2 Year	D	Apr-23	N	153.00	0.00	153.00	7.00%
		0 - 5 Animals Licence Fee	2 Year	D	Apr-23	N	188.00	0.00	188.00	7.00%
		6 - 25 Animals Application Fee	2 Year	D	Apr-23	N	165.00	0.00	165.00	7.00%
		6 - 25 Animals Licence Fee	2 Year	D	Apr-23	N	223.00	0.00	223.00	7.00%
		26 - 50 Animals Application Fee	2 Year	D	Apr-23	N	177.00	0.00	177.00	7.00%
		26 - 50 Animals Licence Fee	2 Year	D	Apr-23	N	282.00	0.00	282.00	7.00%
		50+ Animals Application Fee	2 Year	D	Apr-23	N	200.00	0.00	200.00	7.00%
		50+ Animals Licence Fee	2 Year	D	Apr-23	N	340.00	0.00	340.00	7.00%
		0 - 5 Animals Application Fee	3 Year	D	Apr-23	N	153.00	0.00	153.00	7.00%

Huntingdonshire District Council - Fees and Charges as at April 2024

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of last change	VAT *	Net charge	VAT	Total Charge	% Change from 2023/24
							£	£	£	%
	0 - 5	Animals Licence Fee	3 Year	D	Apr-23	N	223.00	0.00	223.00	7.00%
	6 - 25	Animals Application Fee	3 Year	D	Apr-23	N	165.00	0.00	165.00	7.00%
	6 - 25	Animals Licence Fee	3 Year	D	Apr-23	N	248.00	0.00	248.00	7.00%
	26 - 50	Animals Application Fee	3 Year	D	Apr-23	N	176.00	0.00	176.00	7.00%
	26 - 50	Animals Licence Fee	3 Year	D	Apr-23	N	305.00	0.00	305.00	7.00%
	50+	Animals Application Fee	3 Year	D	Apr-23	N	200.00	0.00	200.00	7.00%
	50+	Animals Licence Fee	3 Year	D	Apr-23	N	364.00	0.00	364.00	7.00%
	0 - 5	Animals Licence Variation		D	Apr-23	N	153.00	0.00	153.00	7.00%
	6 - 25	Animals Licence Variation		D	Apr-23	N	165.00	0.00	165.00	7.00%
	26 - 50	Animals Licence Variation		D	Apr-23	N	176.00	0.00	176.00	7.00%
	50+	Animals Licence Variation		D	Apr-23	N	200.00	0.00	200.00	7.00%
	0 - 5	Animals Re - Inspect		D	Apr-23	N	96.00	0.00	96.00	7.00%
	6 - 25	Animals Re - Inspect		D	Apr-23	N	118.00	0.00	118.00	7.00%
	26 - 50	Animals Re - Inspect		D	Apr-23	N	141.00	0.00	141.00	7.00%
	50+	Animals Re - Inspect		D	Apr-23	N	165.00	0.00	165.00	7.00%
Dog Breeding	0 - 5	Animals Application Fee	1 Year	D	Apr-23	N	153.00	0.00	153.00	7.00%
	0 - 5	Animals Licence Fee	1 Year	D	Apr-23	N	130.00	0.00	130.00	7.00%

Huntingdonshire District Council - Fees and Charges as at April 2024

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of last change	VAT *	Net charge	VAT	Total Charge	% Change from 2023/24
							£	£	£	%
	6 - 25	Animals Application Fee	1 Year	D	Apr-23	N	165.00	0.00	165.00	7.00%
	6 - 25	Animals Licence Fee	1 Year	D	Apr-23	N	200.00	0.00	200.00	7.00%
	25+	Animals Application Fee	1 Year	D	Apr-23	N	176.00	0.00	176.00	7.00%
	25+	Animals Licence Fee	1 Year	D	Apr-23	N	257.00	0.00	257.00	7.00%
	0 - 5	Animals Application Fee	2 Year	D	Apr-23	N	143.00	0.00	143.00	0.00%
	0 - 5	Animals Licence Fee	2 Year	D	Apr-23	N	165.00	0.00	165.00	0.00%
	6 - 25	Animals Application Fee	2 Year	D	Apr-23	N	154.00	0.00	154.00	0.00%
	6 - 25	Animals Licence Fee	2 Year	D	Apr-23	N	209.00	0.00	209.00	0.00%
	25+	Animals Application Fee	2 Year	D	Apr-23	N	165.00	0.00	165.00	0.00%
	25+	Animals Licence Fee	2 Year	D	Apr-23	N	264.00	0.00	264.00	0.00%
	0 - 5	Animals Application Fee	3 Year	D	Apr-23	N	143.00	0.00	143.00	0.00%
	0 - 5	Animals Licence Fee	3 Year	D	Apr-23	N	187.00	0.00	187.00	0.00%
	6 - 25	Animals Application Fee	3 Year	D	Apr-23	N	154.00	0.00	154.00	0.00%
	6 - 25	Animals Licence Fee	3 Year	D	Apr-23	N	231.00	0.00	231.00	0.00%
	25+	Animals Application Fee	3 Year	D	Apr-23	N	165.00	0.00	165.00	0.00%
	25+	Animals Licence Fee	3 Year	D	Apr-23	N	275.00	0.00	275.00	0.00%
	0 - 5	Animals Licence Variation		D	Apr-23	N	143.00	0.00	143.00	0.00%

Huntingdonshire District Council - Fees and Charges as at April 2024

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of last change	VAT *	Net charge	VAT	Total Charge	% Change from 2023/24
							£	£	£	%
		6 - 25 Animals	Licence Variation	D	Apr-23	N	154.00	0.00	154.00	0.00%
		25+ Animals	Licence Variation	D	Apr-23	N	165.00	0.00	165.00	0.00%
		0 - 5 Animals	Re - Inspect	D	Apr-23	N	90.00	0.00	90.00	0.00%
		6 - 25 Animals	Re - Inspect	D	Apr-23	N	113.00	0.00	113.00	0.00%
		25+ Animals	Re - Inspect	D	Apr-23	N	135.00	0.00	135.00	0.00%
	Selling animals as pets	Animals as pets Application Fee	1 Year	D	Apr-23	N	154.00	0.00	154.00	0.00%
		Animals as pets Licence Fee	1 Year	D	Apr-23	N	121.00	0.00	121.00	0.00%
		For each species of any Dangerous Wild Animal if applicable	1 Year	D	Apr-23	N	55.00	0.00	55.00	0.00%
		Animals as pets Application Fee	2 Year	D	Apr-23	N	154.00	0.00	154.00	0.00%
		Animals as pets Licence Fee	2 Year	D	Apr-23	N	121.00	0.00	121.00	0.00%
		For each species of any Dangerous Wild Animal if applicable	2 Year	D	Apr-23	N	55.00	0.00	55.00	0.00%
		Animals as pets Application Fee	3 Year	D	Apr-23	N	154.00	0.00	154.00	0.00%
		Animals as pets Licence Fee	3 Year	D	Apr-23	N	121.00	0.00	121.00	0.00%
		For each species of any Dangerous Wild Animal if applicable	3 Year	D	Apr-23	N	55.00	0.00	55.00	0.00%
		Animals as pets	Licence Variation	D	Apr-23	N	154.00	0.00	154.00	0.00%

Huntingdonshire District Council - Fees and Charges as at April 2024

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of last change	VAT *	Net charge	VAT	Total Charge	% Change from 2023/24
							£	£	£	%
		Animals as pets	Re - Inspect	D	Apr-23	N	90.00	0.00	90.00	0.00%
Hiring out Horses	0 - 5	Animals Application Fee	1 Year	D	Apr-23	N	143.00	0.00	143.00	0.00%
	0 - 5	Animals Licence Fee	1 Year	D	Apr-23	N	132.00	0.00	132.00	0.00%
	6 - 25	Animals Application Fee	1 Year	D	Apr-23	N	154.00	0.00	154.00	0.00%
	6 - 25	Animals Licence Fee	1 Year	D	Apr-23	N	231.00	0.00	231.00	0.00%
	25+	Animals Application Fee	1 Year	D	Apr-23	N	165.00	0.00	165.00	0.00%
	25+	Animals Licence Fee	1 Year	D	Apr-23	N	275.00	0.00	275.00	0.00%
	0 - 5	Animals Application Fee	2 Year	D	Apr-23	N	143.00	0.00	143.00	0.00%
	0 - 5	Animals Licence Fee	2 Year	D	Apr-23	N	187.00	0.00	187.00	0.00%
	6 - 25	Animals Application Fee	2 Year	D	Apr-23	N	154.00	0.00	154.00	0.00%
	6 - 25	Animals Licence Fee	2 Year	D	Apr-23	N	242.00	0.00	242.00	0.00%
	25+	Animals Application Fee	2 Year	D	Apr-23	N	165.00	0.00	165.00	0.00%
	25+	Animals Licence Fee	2 Year	D	Apr-23	N	297.00	0.00	297.00	0.00%
	0 - 5	Animals Application Fee	3 Year	D	Apr-23	N	143.00	0.00	143.00	0.00%
	0 - 5	Animals Licence Fee	3 Year	D	Apr-23	N	231.00	0.00	231.00	0.00%
	6 - 25	Animals Application Fee	3 Year	D	Apr-23	N	154.00	0.00	154.00	0.00%
	6 - 25	Animals Licence Fee	3 Year	D	Apr-23	N	264.00	0.00	264.00	0.00%

Huntingdonshire District Council - Fees and Charges as at April 2024

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of last change	VAT *	Net charge	VAT	Total Charge	% Change from 2023/24
							£	£	£	%
		25+ Animals Application Fee	3 Year	D	Apr-23	N	165.00	0.00	165.00	0.00%
		25+ Animals Licence Fee	3 Year	D	Apr-23	N	330.00	0.00	330.00	0.00%
		0 - 5 Animals	Licence Variation	D	Apr-23	N	143.00	0.00	143.00	0.00%
		0 - 5 Animals	Re - Inspect	D	Apr-23	N	90.00	0.00	90.00	0.00%
		6 - 25 Animals	Licence Variation	D	Apr-23	N	154.00	0.00	154.00	0.00%
		6 - 25 Animals	Re - Inspect	D	Apr-23	N	110.00	0.00	110.00	0.00%
		25+ Animals	Licence Variation	D	Apr-23	N	165.00	0.00	165.00	0.00%
		25+ Animals	Re - Inspect	D	Apr-23	N	132.00	0.00	132.00	0.00%
	Exhibiting / Performing Animals	Any number of animals Application Fee	3 Year	D	Apr-23	N	143.00	0.00	143.00	0.00%
		Any number of animals Licence Fee	3 Year	D	Apr-23	N	154.00	0.00	154.00	0.00%
		Any number of animals	Licence Variation	D	Apr-23	N	132.00	0.00	132.00	0.00%
	Dangerous Wild Animals	1 Species Application Fee	2 Year	D	Apr-23	N	434.50	0.00	434.50	0.00%
		(Additional species on application) per each species	2 Year	D	Apr-23	N	60.00	0.00	60.00	0.00%
		1 Species	Licence Variation	D	Apr-23	N	214.50	0.00	214.50	0.00%
		(Additional species on variation) per each species	Licence Variation	D		N	60.00	0.00	60.00	0.00%
					Apr-23					
	Zoo licences	Administration fee	per application		Apr-23	N	54.18	0.00	54.18	0.00%

Huntingdonshire District Council - Fees and Charges as at April 2024

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of last change	VAT *	Net charge	VAT	Total Charge	% Change from 2023/24
							£	£	£	%
		Officer time	per application		Apr-23	N	49.00	0.00	49.00	0.00%
		Where a zoo licensed premise fails to meet the terms and conditions of the licence, additional charges may be levied at the time of renewal of the licence	per visit	D	Apr-23	N	49.00	0.00	49.00	0.00%
		Additional Fees from third parties, e.g. veterinary surgeon's fee, specialist advisor fee; recharged in full								
	Street Trading	Street Trading Consents - 1 Day		D	Apr-23	N	62.50	0.00	62.50	0.00%
		Street Trading Consents - 1 Month		D	Apr-23	N	232.45	0.00	232.45	0.00%
		Street Trading Consents - 6 Months		D	Apr-23	N	1,274.75	0.00	1,274.75	0.00%
		Street Trading Consents - Annual		D	Apr-23	N	1,996.00	0.00	1,996.00	0.00%
		Street Trading Consents - Seasonal		D	Apr-23	N	646.50	0.00	646.50	0.00%
		Street Trading Licences		D	Apr-23	N	1,794.70	0.00	1,794.70	0.00%
	Scrap dealers income	Site licence	Every 3 years	D	Apr-23	N	448.70	0.00	448.70	0.00%
		Mobile collector	Every 3 years	D	Apr-23	N	308.15	0.00	308.15	0.00%
		Collectors licence with existing licence with another LA		D	Apr-23	N	270.30	0.00	270.30	0.00%
		Variation of licence (person)		D	Apr-23	N	113.50	0.00	113.50	0.00%
	Land Charges	Basic search fee		S / D		N	128.00	0.00	148.50	13.00%

Land Charges - Questions 16, 21 & 22 are set by County, but have not been approved yet.

Huntingdonshire District Council - Fees and Charges as at April 2024

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of last change	VAT +	Net charge	VAT	Total Charge	% Change from 2023/24
							£	£	£	%
		Basic commercial search fee		S / D		N	171.34	0.00	200.50	13.00%
	LLC1	Several parcels of land		D		N	25.50	0.00	25.50	0.00%
		plus each additional parcel of land		D		N	7.00	0.00	7.00	0.00%
	Residential CON 29R	One parcel of land		D		S	102.50	20.50	123.00	16.00%
		Several parcels of land - each additional parcel		D		S	28.00	5.60	33.60	0.00%
	Commercial CON 29R	One parcel of land		D		S	145.83	29.17	175.00	15.00%
		Several parcels of land - each additional parcel		D		S	57.80	11.56	69.36	0.00%
	CON 290					S	6.42	1.28	7.70	7.00%
		Question 8		D		S	15.00	3.00	18.00	88.00%
		Question 16 (County)		D		S	17.00	3.40	20.40	31.00%
		Question 21 (County)		D		S	17.00	3.40	20.40	31.00%
		Question 22 (County)		D		S	29.00	5.80	34.80	38.00%
	Solicitors own enquiry	Each		D		S	12.72	2.54	15.26	39.00%
	Copies of Section 106 Town & Country Planning Act 1990 documents or similar	Per document		D		N	10.00	0.00	10.00	0.00%
	Admin Fee (only applicable to individual CON29 data questions)			D		S	4.50	0.90	5.40	New Charge
	Plan Check Request Fee			D		S	12.50	2.50	15.00	New Charge
Electoral Registration										
	Statutory fees	Open register - data	Admin	S		N	20.00	0.00	20.00	0.00%
		plus per thousand entries(or part)		S		N	1.50	0.00	1.50	0.00%
		Open register - paper	Admin	S		N	10.00	0.00	10.00	0.00%

Huntingdonshire District Council - Fees and Charges as at April 2024

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of last change	VAT *	Net charge	VAT	Total Charge	% Change from 2023/24
							£	£	£	%
			plus per thousand entries(or part)	S		N	5.00	0.00	5.00	0.00%
		These rates of charge equally apply to the sale of monthly alterations to the electoral register.								
	Overseas electors - data	Admin		S		N	20.00	0.00	20.00	0.00%
			plus per 100 entries(or part)	S		N	1.50	0.00	1.50	0.00%
	Overseas electors - paper	Admin		S		N	10.00	0.00	10.00	0.00%
			plus per 100 entries(or part)	S		N	5.00	0.00	5.00	0.00%
<p>Key to VAT Indicators</p> <p>S = Standard Rated</p> <p>N = Non-Business (outside scope of VAT)</p> <p>Z = Zero Rated</p> <p>E = Exempt</p>										

Huntingdonshire District Council - Fees and Charges as at April 2024

Service	Element	Total Charge		Change from 2023/24
---------	---------	--------------	--	---------------------

£

%

Leisure & Health

Page 113 of 266

SWIMMING

CASUAL			
Swim Session (under 3's)		0.00	0.00%
Swim Session (3 to 15 years)		3.40	6.00%
Swim Session (16 to 59 years)		5.20	8.00%
Aqua Classes (Aquafit / Aqua Natal)		6.50	18.00%
Family Swim Pass (2 adults and 3 children)		16.00	7.00%
Swim Session (Nonmem adult)		6.50	8.00%
SWIM MEMBERSHIPS			
Monthly Aqua Membership (Student)		17.60	7.00%

Huntingdonshire District Council - Fees and Charges as at April 2024

Service	Element	Total Charge	Change from 2023/24
		£	%
	Monthly Aqua Membership (16+ and 60+ years)	28.00	8.00%
	Monthly Aqua Membership Business (16+ and 60+ years)	25.20	8.00%
	Annual Aqua Membership (16+ and 60+ years)	286.00	8.00%
	Annual Aqua Membership Business (16+ years)	257.00	8.00%
	30 day swim pass	35.50	8.00%
	Lifeguard	21.40	7.00%
	JUNIOR & BABY SWIMMING LESSONS		
	30 minutes - Monthly Direct Debit	32.30	8.00%
	45 minutes - Monthly Direct Debit	45.20	7.00%
	60 minutes - Monthly Direct Debit	58.85	7.00%
	30 minutes - 15 Week Block Cash	8.60	8.00%
	45 minutes - 15 Week Block Cash	11.40	7.00%
	60 minutes - 15 Week Block Cash	15.20	7.00%
	30 min crash course	7.60	7.00%
	45 min crash course	11.40	7.00%
	360 min crash course	15.20	7.00%

Huntingdonshire District Council - Fees and Charges as at April 2024

Service	Element	Total Charge	Change from 2023/24
		£	%
ADULT SWIM LESSONS			
	60 minutes - Pay As You Go	14.00	8.00%
	30 minutes - Block (per lesson)	6.70	7.00%
	45 minutes - Block (per lesson)	9.70	8.00%
	60 minutes - Block (per lesson)	12.40	8.00%
PRIVATE LESSONS			
	1 to 1 Private Lesson (30 minutes)	23.10	7.00%
	2 to 1 Private Lesson (30 minutes)	32.30	8.00%
 DRYSIDE AND OUTDOOR ACTIVITIES			
LEO'S FUNZONE			
	Under 1's	0.00	0.00%
	1 to 9 years (Huntingdon)	2.50	(50.00%)
	1 to 9 years (St Neots)	2.50	(50.00%)

Huntingdonshire District Council - Fees and Charges as at April 2024

Service	Element	Total Charge	Change from 2023/24
		£	%
	Concessionary Membership	0.00	0.00%
	ROLLER SKATING		
	Roller Skating Session (St Ives)	5.30	6.00%
	Roller Skating Session (St Neots)	5.30	6.00%
	TENPIN BOWLING		
	2 person bowling session	11.80	7.00%
	4 person bowling session	23.60	7.00%
	6 person bowling session	35.50	8.00%
	60 minute bowling	148.00	8.00%
	90 minute bowling	207.00	8.00%
	FITNESS CLASSES		

Huntingdonshire District Council - Fees and Charges as at April 2024

Service	Element	Total Charge	Change from 2023/24
		£	%
	Fitness Class Pass	58.00	7.00%
	Fitness Class (50 minutes)	6.40	7.00%
	Fitness Class (30 minutes)	4.30	8.00%
	Fitness Class (50 minutes) - Non Member	7.50	7.00%
	Fitness Class (30 minutes) - Non Member	5.30	6.00%
	Teen Fitness Class (11 to 15 years)	3.00	7.00%
	Teen Fitness Class (11 to 15 years) - Non Member	3.70	6.00%
	Right Start classes	4.50	18.00%
	Cyclone stand alone DD	18.80	7.00%
	Cyclone session	4.20	5.00%
	Cyclone session - Non Member	5.30	6.00%
TABLE TENNIS			
	Table Tennis (anytime) - per table	7.50	7.00%
	Table Tennis (anytime) - per table - Non Member	8.50	6.00%
SQUASH COURTS			

Huntingdonshire District Council - Fees and Charges as at April 2024

Service	Element	Total Charge	Change from 2023/24
		£	%
	Squash Court (anytime)	8.50	6.00%
	Squash Court (anytime) - Non Member	10.20	7.00%
	Squash Pass (block of 5 squash courts)	43.00	8.00%
	TENNIS COURTS		
	Tennis Court (anytime) 1hr	7.50	7.00%
	Tennis Court (anytime) 1hr - Non Member	8.50	6.00%
	Tennis Court (anytime) 1.5hrs	10.70	7.00%
	Tennis Court (anytime) 1.5hrs - Non Member	12.80	7.00%
	Tennis Court (annual pass)	43.00	8.00%
	BADMINTON COURTS		
	Badminton Court (anytime)	11.80	7.00%
	Badminton Court (anytime) - Non Member	16.00	7.00%
	Badminton Pass (block of 5 badminton courts)	59.20	8.00%
	Courts for kids (up to 18!)	3.20	7.00%

Huntingdonshire District Council - Fees and Charges as at April 2024

Service	Element	Total Charge	Change from 2023/24
		£	%
	Short Tennis	11.80	7.00%
	Short Tennis - Non Member	16.00	7.00%
	SPORTS HALL		
	Huntingdon - Whole Hall (3 courts)	51.50	7.00%
	Ramsey - Whole Hall (3 courts)	51.50	7.00%
	St Ives - Whole Hall (6 courts)	80.80	8.00%
	St Ives - Half Hall (3 courts)	45.40	8.00%
	St Neots - Whole Hall (5 courts)	70.00	8.00%
	NETBALL COURTS		
	St Ives - Netball Court	26.90	8.00%
	OUTDOOR SYNTHETIC PITCHES		
	Huntingdon - 3G 5-a-side Pitch	37.60	7.00%
	Ramsey - 3G quarter	35.50	8.00%

Huntingdonshire District Council - Fees and Charges as at April 2024

Service	Element	Total Charge	Change from 2023/24
		£	%
	Ramsey - 3G half	70.00	8.00%
	Ramsey - 3G full	97.00	8.00%
	St Ives - 3G Full Pitch	97.00	8.00%
	St Ives - 3G Half	70.00	8.00%
	St Ives - 3G Quarter Pitch	37.60	7.00%
	St Ives - Large Astro Pitch	70.00	8.00%
	St Ives - Half Large Astro Pitch	54.00	8.00%
	St Neots - 3G quarter	35.50	8.00%
	St Neots - 3g half	70.00	8.00%
	St Neots - 3g whole	97.00	8.00%
	St Neots - Small Astro Pitch	41.00	8.00%
	holiday offer 3g ALL SITES	21.50	8.00%
	OUTDOOR FACILITIES (invoiced)		
	Grass Football Pitch - Seniors	53.50	7.00%
	Rounders	27.80	7.00%
	Cricket Nets (3 nets)	25.70	7.00%

Huntingdonshire District Council - Fees and Charges as at April 2024

Service	Element	Total Charge	Change from 2023/24
		£	%
	Cricket Net (single)	8.50	6.00%
	Cricket Net (single) - Non Member	10.70	7.00%
	Cricket Green	118.00	7.00%
	Athletics Arena (without set-up)	39.60	7.00%
	Athletics Arena (with set-up)	52.50	7.00%
	annual track pass	37.50	7.00%
NEW MEMBERSHIPS			
	JOINING FEE		
	One Plan	16.10	7.00%
	Student Induction	16.10	7.00%
	Self-employed PT - Session rate 30 mins	3.20	7.00%
	Self-employed PT - Session rate 60 mins	6.50	8.00%
	Platinum Membership		

Huntingdonshire District Council - Fees and Charges as at April 2024

Service	Element	Total Charge	Change from 2023/24
		£	%
	Monthly Direct Debit	43.00	8.00%
	Monthly Direct Debit - Joint	75.50	8.00%
	Annual	455.50	7.00%
	Annual - Joint	750.00	7.00%
	Business - single Monthly Direct Debit	38.70	8.00%
	Business - Joint Monthly Direct Debit	70.00	8.00%
	Business - Annual	398.50	8.00%
	Business - Joint Annual	646.50	8.00%
	Corporate - Annual	365.00	7.00%
	OLAL Platinum DD	35.00	4.00%
	with a campaign applied	29.00	0.00%
	with a concessionary applied	22.50	0.00%
	SOLO (Huntingdon, St Ives & St Neots)		
	Monthly Direct Debit	36.60	8.00%
	Annual	375.00	7.00%
	Business - Monthly Direct Debit	33.00	8.00%

Huntingdonshire District Council - Fees and Charges as at April 2024

Service	Element	Total Charge	Change from 2023/24
		£	%
	Business - Annual	336.50	7.00%
	Casual gym sess PEAK	8.10	8.00%
	SOLO (Ramsey)		
	Monthly Direct Debit	31.00	7.00%
	Annual	320.00	7.00%
	Business - Monthly Direct Debit	23.10	7.00%
	Business - Annual	289.00	7.00%
	Casual gym sess PEAK	5.90	7.00%
	STUDENT (Huntingdon, St Ives & St Neots)		
	Monthly Direct Debit	26.90	8.00%
	Casual	4.30	8.00%
	Casual (Block of 10 sessions)	43.00	8.00%

Huntingdonshire District Council - Fees and Charges as at April 2024

Service	Element	Total Charge	Change from 2023/24
		£	%
	STUDENT (Ramsey)		
	Monthly Direct Debit	21.50	8.00%
	Casual	3.70	6.00%
	Casual (Block of 10 sessions)	37.80	8.00%
	 OLD MEMBERSHIPS (BEFORE 1ST APRIL 2015)		
	OFF PEAK MEMBERSHIP		
	Single - Monthly Direct Debit	37.45	7.00%
	Single - Annual	382.00	8.00%
	Joint - Monthly Direct Debit	61.50	8.00%
	Joint - Annual	607.00	7.00%
	 PREMIER		

Huntingdonshire District Council - Fees and Charges as at April 2024

Service	Element	Total Charge	Change from 2023/24
		£	%
	Single - Monthly Direct Debit	43.00	8.00%
	Business Monthly Direct Debit	38.70	8.00%
	Single - Annual	454.75	7.00%
	Joint - Annual (family advantage?)	747.90	7.00%
	Premier Business Annual	395.90	7.00%
	GYM ONLY		
	Single - Monthly Direct Debit	39.80	8.00%
	Single - Annual	395.90	7.00%
	Joint - Monthly Direct Debit	64.20	7.00%
	Joint - Annual	642.00	7.00%

Huntingdonshire District Council - Fees and Charges as at April 2024

Service	Element	Total Charge	Change from 2023/24
		£	%
CHILDREN'S PARTIES			
LEO'S FUNZONE			
	Leo's Funzone Party	3.70	6.00%
	Exclusive Hire (one hour) up to 40 children	160.50	7.00%
	Exclusive Hire (two hours) up to 40 children	215.00	8.00%
HUNTINGDON			
	Leo's Bouncy Kingdom (up to 5 years) up to 40 children	118.00	7.00%
	Floats Fun Pool Party (all ages) up to 40 children	118.00	7.00%
	Inflatable Fun Pool Party (under 8's) up to 35 children	145.00	7.00%
	Inflatable Fun Pool Party (8+ years) up to 45 children	145.00	7.00%
	Indoor Football Party (all ages) up to 25 children	58.80	7.00%
	Outdoor Football Party (5 to 12 years) up to 25 children	37.50	7.00%
	Roller Skating Party (all ages) up to 40 children	118.00	7.00%

Huntingdonshire District Council - Fees and Charges as at April 2024

Service	Element	Total Charge	Change from 2023/24
		£	%
	RAMSEY		
	Floats Fun Pool Party (all ages) up to 55 children	118.00	7.00%
	Inflatable Fun Pool Party (8+ years) up to 40 children	145.00	7.00%
	Bouncy Castle & Soft Play (up to 5 years) up to 30 children	118.00	7.00%
	Party Food Area	27.00	8.00%
	indoor football party	58.80	7.00%
	ST IVES		
	Inflatable Fun Pool Party (8+ years) up to 40 children	145.00	7.00%
	Floats Fun Pool Party (all ages) up to 65 children	118.00	7.00%
	Roller Skating Party (all ages) up to 40 children	118.00	7.00%
	Bouncy Castle Party (4+ years) up to 30 children	145.00	7.00%
	Indoor Football Party (all ages) up to 40 children	58.80	7.00%
	Outdoor Football Party (all ages) up to XX people	37.50	7.00%

Huntingdonshire District Council - Fees and Charges as at April 2024

Service	Element	Total Charge	Change from 2023/24
		£	%
ST NEOTS			
	Floats Fun Pool Party (all ages) up to 80 children	118.00	7.00%
	Inflatable Fun Pool Party (under 8's) up to 50 children	155.00	7.00%
	Inflatable Fun Pool Party (8+ years) up to 70 children	155.00	7.00%
	Snake SLide/extra lifeguard	10.70	7.00%
	Indoor Football Party (all ages) up to 30 children	58.80	7.00%
	Outdoor Football Party (all ages) up to 30 children	37.50	7.00%
	Roller Skating Party (6+ years) up to 50 children	118.00	7.00%
	Bouncy Castle & Soft Play (2 to 8 years) up to 30 children	118.00	7.00%
ACTIVE LIFESTYLES			
	Walking Sports	3.30	0.00%
	Walking Sports Pass	31.00	0.00%
	Active and Able	3.00	20.00%
	Mini - Movers (play and move sessions) (Small site)	1.00	0.00%
	Mini - Movers (play and move sessions) (Large site)	2.00	0.00%

Huntingdonshire District Council - Fees and Charges as at April 2024

Service	Element	Total Charge	Change from 2023/24
		£	%
	Mini -Dribblers (sports sessions)	3.00	0.00%
	PEDALs	3.20	7.00%
<u>ONE LEISURE CONCESSIONARY MEMBERSHIP SCHEME</u>			
	Impressions - DD Membership (Gym, Swim) - SOLO ANY SITE	17.50	0.00%
	Impressions - Pay as you Go (DAYTIME) - ADULT	2.50	0.00%
	Impressions - Pay as you Go (DAYTIME) - JUNIOR	2.00	0.00%
	Impressions - Induction (PAYG or Timed Product Users ONLY)	7.50	0.00%
	Gym 10 Session Pass	20.00	0.00%
	Swim - Adult - Pay as you Go	0.00	0.00%
	Swim - Junior - Pay as you Go	0.00	0.00%
	Swim - Under 3 - Pay as you Go	0.00	0.00%
	Swim - Family	0.00	0.00%
	Indoor Court Hire (Badminton Etc.)	3.00	0.00%
	Squash Court Hire (Daytime)	3.00	0.00%
	Fitness Classes (Olf) - Daytime	2.50	0.00%
	Right Start & Level 4 Exercise Classes	2.50	0.00%

Huntingdonshire District Council - Fees and Charges as at April 2024

Service	Element	Total Charge	Change from 2023/24
		£	%
	10 Session Pass - Group Exercise Class (D/T)	20.00	0.00%
	10 Session Pass – Walking Sports	20.00	0.00%
	Cyclone (Daytime)	0.00	0.00%
	Walking Sports	2.50	0.00%
	Exercise Referral Daytime	20.00	0.00%
	Escape	20.00	0.00%
	Leos Funzone etc.	0.00	0.00%
	One Card	0.00	0.00%

Treasury Management Strategy 2024/25
(Including the Annual Investment Strategy)

Content

Key Considerations

1.0 Introduction

1.1 Policy Statement and Background

1.2 Reporting Requirements

1.3 Treasury Management Strategy

1.4 Training

1.5 Treasury Management Consultants

2.0 Capital Prudential Indicators 2024/25 to 2026/27

2.1 Capital Expenditure and Financing

2.2 The Borrowing Need (Capital Financing Requirement)

2.3 Liability Benchmark

2.4 Core Funds and Expected Investment Balances

3.0 Borrowing

3.1 Current Portfolio Position

3.2 Treasury Indicators: Limits to Borrowing Activity

3.3 Interest Rate Forecasts

3.4 Borrowing Strategy

3.5 Policy on Borrowing in Advance of Need

3.6 Rescheduling

3.7 Sources and Types of Borrowing

3.8 Approved Sources of Long and Short Term Borrowing

4.0 Annual Investment Strategy

4.1 Investment Policy – Management of Risk

4.2 Creditworthiness Policy

4.3 Limits

4.4 Investment Strategy

4.5 Investment Performance and Risk Benchmarking

4.6 End of Year Investment Report

5.0 Annexes

5.1 Capital Prudential and Treasury Indicators 2024/25 to 2026/27

5.2 Interest Rate Forecasts 2023-2026

5.3 Economic Background

5.4 Treasury Management Practice (TMP1)

5.5 Approved Countries for Investment

5.6 Treasury Management Scheme of Delegation

5.7 The Treasury Management Role of the S151 Officer

5.8 Glossary

Key Considerations

2021 revised CIPFA Treasury Management Code and Prudential Code – changes which will impact on future TMSS/AIS reports and the risk management framework.

CIPFA published the revised Codes on 20th December 2021 and stated that revisions need to be included in the reporting framework from the 2023/24 financial year. This Council, therefore, has to have regard to these Codes of Practice when it prepares the Treasury Management Strategy Statement and Annual Investment Strategy, and also related reports during the financial year, which are taken to Full Council for approval.

The revised Treasury Management Code required all investments and investment income to be attributed to one of the following three purposes: -

Treasury management

Arising from the organisation's cash flows or treasury risk management activity, this type of investment represents balances which are only held until the cash is required for use. Treasury investments may also arise from other treasury risk management activity which seeks to prudently manage the risks, costs or income relating to existing or forecast debt or treasury investments.

Service delivery

Investments held primarily and directly for the delivery of public services including housing, regeneration and local infrastructure. Returns on this category of investment which are funded by borrowing are permitted only in cases where the income is "either related to the financial viability of the project in question or otherwise incidental to the primary purpose".

Commercial return

Investments held primarily for financial return with no treasury management or direct service provision purpose. Risks on such investments should be proportionate to a council's financial capacity – i.e., that 'plausible losses' could be absorbed in budgets or reserves without unmanageable detriment to local services. A council must not borrow to invest primarily for financial return.

The revised Treasury Management Code requires a council to implement the following: -

- 1. Adopt a liability benchmark treasury indicator** to support the financing risk management of the capital financing requirement; this is to be shown in chart form for a minimum of ten years, with material differences between the liability benchmark and actual loans to be explained;
- 2. Long-term treasury investments**, (including pooled funds), are to be classed as commercial investments unless justified by a cash flow business case;

3. **Pooled funds** are to be included in the indicator for principal sums maturing in years beyond the initial budget year;
4. Amendment to the **knowledge and skills register** for officers and members involved in the treasury management function - to be proportionate to the size and complexity of the treasury management conducted by each council;
5. **Reporting to members is to be done quarterly.** Specifically, the Chief Finance Officer (CFO) is required to establish procedures to monitor and report performance against all forward-looking prudential indicators at least quarterly. The CFO is expected to establish a measurement and reporting process that highlights significant actual or forecast deviations from the approved indicators. However, monitoring of prudential indicators, including forecast debt and investments, is not required to be taken to Full Council and should be reported as part of the Council's integrated revenue, capital and balance sheet monitoring;
6. **Environmental, social and governance (ESG)** issues to be addressed within the Council's treasury management policies and practices (TMP1).

The main requirements of the Prudential Code relating to service and commercial investments are: -

1. The risks associated with service and commercial investments should be proportionate to their financial capacity – i.e. that plausible losses could be absorbed in budgets or reserves without unmanageable detriment to local services;
2. A council must not borrow to invest for the primary purpose of commercial return;
3. It is not prudent for local authorities to make any investment or spending decision that will increase the CFR, and so may lead to new borrowing, unless directly and primarily related to the functions of the Council, and where any commercial returns are either related to the financial viability of the project in question or otherwise incidental to the primary purpose;
4. An annual review should be conducted to evaluate whether commercial investments should be sold to release funds to finance new capital expenditure or refinance maturing debt;
5. A prudential indicator is required for the net income from commercial and service investments as a proportion of the net revenue stream;
6. Create new Investment Management Practices to manage risks associated with non-treasury investments, (similar to the current Treasury Management Practices).

A council's Capital Strategy or Annual Investment Strategy should include:

-

1. The Council's approach to investments for service or commercial purposes (together referred to as non-treasury investments), including defining the Council's objectives, risk appetite and risk management in respect of these investments, and processes ensuring effective due diligence;
2. An assessment of affordability, prudence and proportionality in respect of the Council's overall financial capacity (i.e., whether plausible losses could be absorbed in budgets or reserves without unmanageable detriment to local services);
3. Details of financial and other risks of undertaking investments for service or commercial purposes and how these are managed;
4. Limits on total investments for service purposes and for commercial purposes respectively (consistent with any limits required by other statutory guidance on investments);
5. Requirements for independent and expert advice and scrutiny arrangements (while business cases may provide some of this material, the information contained in them will need to be periodically re-evaluated to inform the Council's overall strategy);
6. State compliance with paragraph 51 of the Prudential Code in relation to investments for commercial purposes, in particular the requirement that a council must not borrow to invest primarily for financial return.

As this TMSS and AIS deals solely with treasury management investments, the categories of service delivery and commercial investments will be addressed as part of the Capital Strategy and Investment Strategy.

1.0 Introduction

1.1 Policy Statement and Background

1.1.1 Treasury Management Policy Statement

- The Council defines its treasury management activities as the management of the organisation's borrowing, investments and cash flows, including its banking, money market and capital market transactions, the effective control of the risks associated with those activities and the pursuit of optimum performance consistent with those risks.
- The Council regards the successful identification, monitoring and control of risk to be the prime criteria by which the effectiveness of its treasury management activities will be measured. Accordingly, the analysis and reporting of treasury management activities will focus on their risk implications for the organisation and any financial instruments entered into to manage these risks.
- The Council acknowledges that effective treasury management will provide support towards the achievement of its business and service objectives. It is therefore committed to the principles of achieving value for money in treasury management, and to employing suitable, comprehensive performance measurement techniques within the context of effective risk management.

1.1.2 Background

The Council is required to operate a balanced revenue budget, which broadly means that cash raised during the year will meet cash expenditure. Part of the treasury management operation is to ensure that this cash flow is adequately planned, with cash being available when it is needed. Surplus monies are invested in low-risk counterparties or instruments commensurate with the Council's low risk appetite, providing adequate liquidity initially before considering investment return.

The second main function of the treasury management service is the funding of the Council's capital plans. These capital plans provide a guide to the borrowing need of the Council, essentially the longer-term cash flow planning, to ensure that it can meet its capital spending obligations. This management of longer-term cash may involve arranging long or short-term loans or using longer-term cash flow surpluses. On occasion, when it is prudent and economic, any debt previously drawn may be restructured to meet risk or cost objectives.

The contribution the treasury management function makes to the Council is critical, as the balance of debt and investment operations ensure liquidity or the ability to meet spending commitments as they fall due, either on day-to-day revenue or for larger capital projects. The treasury operations will see a balance of the interest costs of debt and the investment income arising from cash deposits affecting the available budget. Since cash balances generally result from reserves and

balances, it is paramount to ensure adequate security of the sums invested, as a loss of principal will in effect result in a loss to the General Fund Balance.

CIPFA defines treasury management as:

“The management of the local council’s borrowing, investments and cash flows, including its banking, money market and capital market transactions; the effective control of the risks associated with those activities; and the pursuit of optimum performance consistent with those risks.”

Whilst any commercial initiatives or loans to third parties will impact on the treasury function, these activities are generally classed as non-treasury activities, (arising usually from capital expenditure), and are separate from the day-to-day treasury management activities.

1.2 Reporting Requirements

1.2.1 Capital Strategy

The CIPFA 2021 Prudential and Treasury Management Codes require all local authorities to prepare a Capital Strategy report which will provide the following:

-

- 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

The aim of the strategy is to ensure that all the Council’s elected members fully understand the overall long-term policy objectives and resulting Capital Strategy requirements, governance procedures and risk appetite.

1.2.2 Treasury Management Reporting

The Council is currently required to receive and approve, as a minimum, three main treasury reports each year, which incorporate a variety of policies, estimates and actuals.

a. **Prudential and treasury indicators and treasury strategy** (this report) - The first, and most important report is forward looking and covers: -

- the capital plans, (including prudential indicators)
- a minimum revenue provision (MRP) policy, (how residual capital expenditure is charged to revenue over time)
- the Treasury Management Strategy, (how the investments and borrowings are to be organised), including treasury indicators; and

- an Annual Investment Strategy, (the parameters on how investments are to be managed)
- b. **A mid-year treasury management report** – This is primarily a progress report and will update members on the capital position, amending prudential indicators as necessary, and whether any policies require revision. In addition, this Council will receive quarterly update reports.
 - c. **An annual treasury report** – This is a backward-looking review document and provides details of a selection of actual prudential and treasury indicators and actual treasury operations compared to the estimates within the strategy.

Scrutiny

The above reports are required to be adequately scrutinised before being recommended to the Full Council. This role is undertaken by the Overview and Scrutiny Panel (Performance and Growth).

Quarterly reports – In addition to the three major reports detailed above, from 2023/24 quarterly reporting (end of June/end of December) is also required. However, these additional reports do not have to be reported to Full Council/Board but do require to be adequately scrutinised. This role is undertaken by the Overview and Scrutiny Panel (Performance and Growth). (The reports, specifically, should comprise updated Treasury/Prudential Indicators.)

1.3 Treasury Management Strategy for 2024/25

The strategy for 2024/25 covers two main areas:

Capital issues

- the capital expenditure plans and the associated prudential indicators
- the minimum revenue provision (MRP) policy (separate appendix)

Treasury management issues

- the current treasury position
- treasury indicators which limit the treasury risk and activities of the Council
- prospects for interest rates
- the borrowing strategy
- policy on borrowing in advance of need
- debt rescheduling
- the investment strategy
- creditworthiness policy; and
- the policy on use of external service providers

These elements cover the requirements of the Local Government Act 2003, DLUHC Investment Guidance, DLUHC MRP Guidance, the CIPFA Prudential Code and the CIPFA Treasury Management Code.

1.4 Training

The CIPFA Treasury Management Code requires the responsible officer to ensure that members with responsibility for treasury management receive adequate training in treasury management. This especially applies to members responsible for scrutiny.

Furthermore, pages 47 and 48 of the Code state that they expect “all organisations to have a formal and comprehensive knowledge and skills or training policy for the effective acquisition and retention of treasury management knowledge and skills for those responsible for management, delivery, governance and decision making. The scale and nature of this will depend on the size and complexity of the organisation’s treasury management needs.

As a minimum, authorities should carry out the following to monitor and review knowledge and skills:

- Prepare tailored learning plans for treasury management officers and councillors.
- Require treasury management officers and councillors to undertake self-assessment against the required competencies.
- Have regular communication with officers and councillors, encouraging them to highlight training needs on an ongoing basis.”

In further support of the revised training requirements, CIPFA’s Better Governance Forum and Treasury Management Network have produced a ‘self-assessment by members responsible for the scrutiny of treasury management’, which is available from the CIPFA website to download.

The training needs of treasury management officers are periodically reviewed. A formal record of the training received by officers central to the Treasury function will be maintained as part of the officer’s CPD record.

1.5 Treasury Management Consultants

The Council uses Link Group, Link Treasury Services Limited as its external treasury management advisors.

The Council recognises that responsibility for treasury management decisions remains with the organisation at all times and will ensure that undue reliance is not placed upon the services of our external service providers. All decisions will be undertaken with regards to all available information, including, but not solely, our treasury advisers.

It also recognises that there is value in employing external providers of treasury management services to acquire access to specialist skills and resources. The Council will ensure that the terms of their appointment and the methods by which their value will be assessed are properly agreed and documented and subjected to regular review.

2. THE CAPITAL PRUDENTIAL INDICATORS 2024/25 – 2026/27

The Council's capital expenditure plans are the key driver of treasury management activity. The output of the capital expenditure plans is reflected in the prudential indicators, which are designed to assist councillors' overview and confirm capital expenditure plans are prudent, affordable and sustainable.

2.1 Capital Expenditure and Financing

This prudential indicator is a summary of the Council's capital expenditure plans, both those agreed previously, and those forming part of this budget cycle. Members are asked to approve the capital expenditure forecasts: -

Capital expenditure £000s	2022/23 Actual	2023/24 Forecast	2024/25 Budget	2025/26 Budget	2026/27 Budget
Property, Plant and Equipment	2,526	4,050	6,603	2,888	1,313
Investment Property	29	2,857	0	0	0
Intangible Assets	60	556	243	20	70
REFCUS	7,441	11,467	19,110	4,306	4,306
Infrastructure Assets	139	3	17	0	0
Community Assets	0	501	0	0	0
Loans	0	100	100	0	0
Total	10,195	19,534	26,073	7,214	5,689

⁽¹⁾REFCUS is Revenue Expenditure Financed from Capital Under Statute, this would include DFGs and other grants given.

Other long-term liabilities - the above financing need excludes other long-term liabilities, such as leasing arrangements that already include borrowing instruments.

The table below summarises the above capital expenditure plans and how these plans are being financed by capital or revenue resources. Any shortfall of resources results in a funding borrowing need.

Financing of capital expenditure £000s	2022/23 Actual	2023/24 Forecast	2024/25 Budget	2025/26 Budget	2026/27 Budget
Capital receipts	662	440	300	250	200
Capital grants	1,710	8,426	17,410	1,501	1,501
Capital reserves	3,370	4,615	3,228	2,706	2,706
S106	15	0	0	0	0
MRP	2,556	2,660	3,006	3,204	3,525
Total Financing	8,313	16,141	23,944	7,661	7,932
Internal Borrowing	1,882	3,393	2,129	(447)	(2,243)
Total	10,195	19,534	26,073	7,214	5,689

2.2 The Council's Borrowing Need (the Capital Financing Requirement)

The second prudential indicator is the Council's Capital Financing Requirement (CFR). The CFR is simply the total historic outstanding capital expenditure which has not yet been paid for from either revenue or capital resources. It is essentially a measure of the Council's indebtedness and so its underlying borrowing need. Any capital expenditure above, which has not immediately been paid for through a revenue or capital resource, will increase the CFR.

The CFR does not increase indefinitely, as the minimum revenue provision (MRP) is a statutory annual revenue charge which broadly reduces the indebtedness in line with each asset's life, and so charges the economic consumption of capital assets as they are used.

The CFR includes any other long-term liabilities (e.g. finance leases). Whilst these increase the CFR, and therefore the Council's borrowing requirement, these types of schemes include a borrowing facility provided by the lease provider and so the Council is not required to separately borrow for these schemes. The Council currently has £0.6m of such schemes within the CFR.

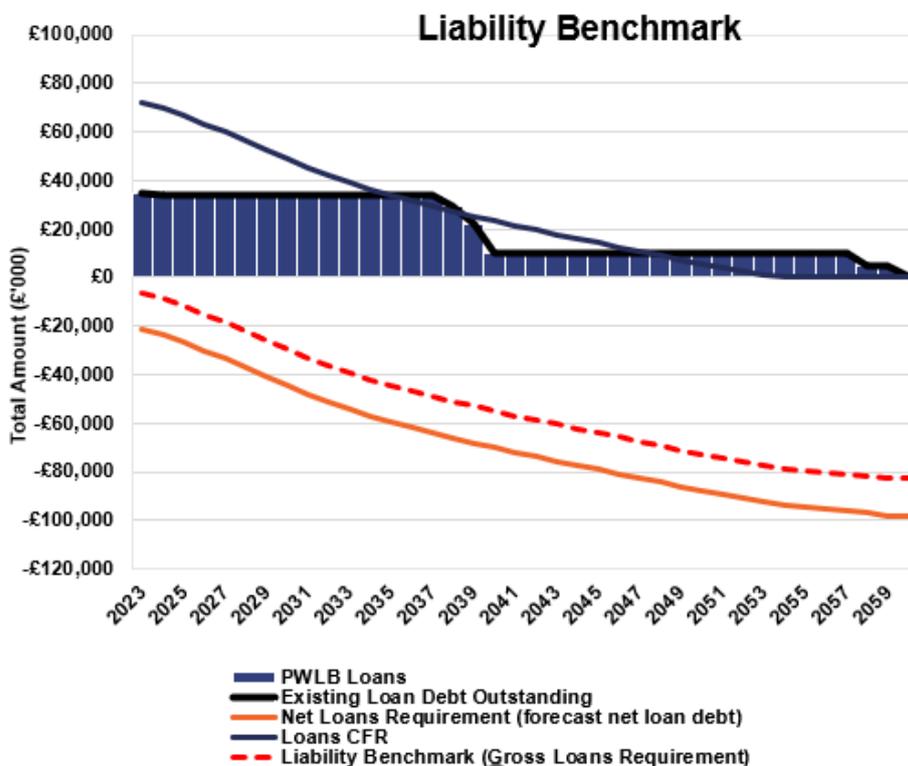
The Council is asked to approve the CFR projections below:

£000s	2022/23 Actual	2023/24 Estimate	2024/25 Estimate	2025/26 Estimate	2026/27 Estimate
Capital Financing Requirement					
General Fund	72,260	75,653	77,783	77,336	75,093
Total CFR	72,260	75,653	77,783	77,336	75,093
Movement in CFR	1,882	3,393	2,129	(447)	(2,243)

Movement in CFR represented by					
Net financing need for the year (above)	4,439	6,053	5,135	2,757	1,282
Less MRP/VRP and other financing movements	(2,557)	(2,660)	(3,006)	(3,204)	(3,525)
Movement in CFR	1,882	3,393	2,129	(447)	(2,243)

2.3 Liability Benchmark

The Council is required to estimate and measure the Liability Benchmark (LB) for the forthcoming financial year and the following two financial years, as a minimum.



There are four components to the LB: -

1. **Existing loan debt outstanding:** the Council's existing loans that are still outstanding in future years.
2. **Loans CFR:** this is calculated in accordance with the loans CFR definition in the Prudential Code and projected into the future based on approved prudential borrowing and planned MRP. This includes only current borrowing not future unplanned borrowing.
3. **Net loans requirement:** this will show the Council's gross loan debt less treasury management investments at the last financial year-end, projected into the future and based on its approved prudential borrowing, planned MRP and any other major cash flows forecast.
4. **Liability benchmark (or gross loans requirement):** this equals net loans requirement plus short-term liquidity allowance. In practice this is the amount required to pay the regular precept payments.

The Council is currently in an under-borrowed position (external borrowing is less than the CFR, internal borrowing is being used ie reserves and working capital to fund capital expenditure), this according to the liability benchmark will

continue until the mid 2030s, although as plans evolve the CFR will likely move outwards. The CFR is being gradually reduced by application of the minimum revenue provision (MRP) charge to revenue, although as new expenditure plans are made the CFR line will reduce at a slower rate, and will not in reality reach zero.

The cash available to invest will increase as the MRP builds up in the cash balances. The liability benchmark line (dotted) is the cash available to invest less a liquidity buffer to meet any immediate cashflow needs.

2.4 Core Funds and Expected Investment Balances

The application of resources (e.g., capital receipts, reserves) to either finance capital expenditure or other budget decisions to support the revenue budget will have an ongoing impact on investments unless resources are supplemented each year from new sources (e.g., asset sales). Detailed below are estimates of the year-end balances for each resource and anticipated day-to-day cash flow balances.

Year End Resources £000s	2022/23 Actual	2023/24 Forecast	2024/25 Budget	2025/26 Budget	2026/27 Budget
General Fund Balance	2,175	2,175	2,175	2,175	2,175
Earmarked Reserves	28,940	32,978	32,599	32,009	31,395
Capital Receipts Reserve	4,527	4,527	4,527	4,527	4,527
Capital Grants Unapplied	1,650	1,650	1,650	1,650	1,650
CIL Reserve	54,989	54,989	54,989	54,989	54,989
Total core funds	92,281	96,319	95,940	95,350	94,736
Balance Sheet Resources (Working capital) ⁽¹⁾	(5,692)	(5,000)	(5,000)	(5,000)	(5,000)
Under/over borrowing	(37,896)	(41,383)	(43,523)	(43,082)	(40,839)
Expected investments	48,693	49,936	47,417	47,268	48,897

⁽¹⁾Working capital balances shown are estimated year-end; these may be higher mid-year

3. BORROWING

The capital expenditure plans set out in Section 2 provide details of the service activity of the Council. The treasury management function ensures that the Council's cash is organised in accordance with the relevant professional codes, so that sufficient cash is available to meet this service activity and the Council's Capital Strategy. This will involve both the organisation of the cash flow and, where capital plans require, the organisation of appropriate borrowing facilities. The strategy covers the relevant treasury and prudential indicators, the current and projected debt positions, and the Annual Investment Strategy.

3.1 Current Portfolio Position

The overall treasury management portfolio as at 31/3/2023 and for the position as at 31/12/2023 are shown below for both borrowing and investments.

TREASURY PORTFOLIO				
	actual 31.3.23	actual 31.3.23	current 31.12.23	current 31.12.23
	£000	%	£000	%
Treasury investments				
Banks	1,121	2	481	1
DMADF (H.M.Treasury)	40,000	72	56,350	74
Money Market Funds	10,400	19	15,600	20
Property Fund	4,000	7	4,000	5
Total treasury investments	55,521	100	76,431	100
Treasury external borrowing				
Local Authorities	0	0	0	0
PWLB	34,338	99.92	34,255	99.94
Salix	26	0.08	22	0.06
Total external borrowing	34,364	100	34,277	100
Net treasury investments / (borrowing)	21,157		42,154	

The Council's forward projections for borrowing are summarised below. The table shows the actual external debt, against the underlying capital borrowing need, (the Capital Financing Requirement - CFR), highlighting any over or under borrowing.

£m	2022/23 Actual	2023/24 Forecast	2024/25 Budget	2025/26 Budget	2026/27 Budget
External Debt					
Debt at 1 April	38.9	35.0	34.9	34.9	34.9
Expected change in Debt	(4.5)	(0.1)	0.0	0.0	0.0
Other long-term liabilities (OLTL)	0.6				
Expected change in OLTL	0.0	0.0	0.0	0.0	0.0
Actual gross debt at 31 March	35.0	34.9	34.9	34.9	34.9
The Capital Financing Requirement	72.3	75.6	77.8	77.3	75.1
Under / (over) borrowing	37.3	40.7	42.9	42.4	40.2

Within the range of prudential indicators there are several key indicators to ensure that the Council operates its activities within well-defined limits. One of these is that the Council needs to ensure that its gross debt does not, except in the short-term, exceed the total of the CFR in the preceding year plus the estimates of any additional CFR for 2024/25 and the following two financial years. This allows some flexibility for limited early borrowing for future years but ensures that borrowing is not undertaken for revenue or speculative purposes.

The Director of Finance and Resources reports that the Council complied with this prudential indicator in the current year and does not envisage difficulties for the future. This view takes account of current commitments, existing plans and the proposals in this budget report.

3.2 Treasury Indicators: Limits to Borrowing Activity

The Operational Boundary. This is the limit beyond which external debt is not normally expected to exceed. In most cases, this would be a similar figure to the CFR, but may be lower or higher depending on the levels of actual debt and the ability to fund under-borrowing by other cash resources.

Operational Boundary £m	2023/24 Limit	2024/25 Limit	2025/26 Limit	2026/27 Limit
General Debt including other long-term liabilities ⁽¹⁾	70	75	75	75
Loans	15	15	15	15
CIS	30	25	25	25
Total	115	115	115	115

⁽¹⁾This limit has been introduced to allow for assets that may be added to the balance sheet because of the new accounting standard IFRS16, this is not extra expenditure but a new accounting treatment for existing leased assets

The Authorised Limit for external debt. This is a key prudential indicator and represents a control on the maximum level of borrowing. This represents a legal limit beyond which external debt is prohibited, and this limit needs to be set or revised by the Full Council. It reflects the level of external debt which, while not desired, could be afforded in the short-term, but is not sustainable in the longer-term.

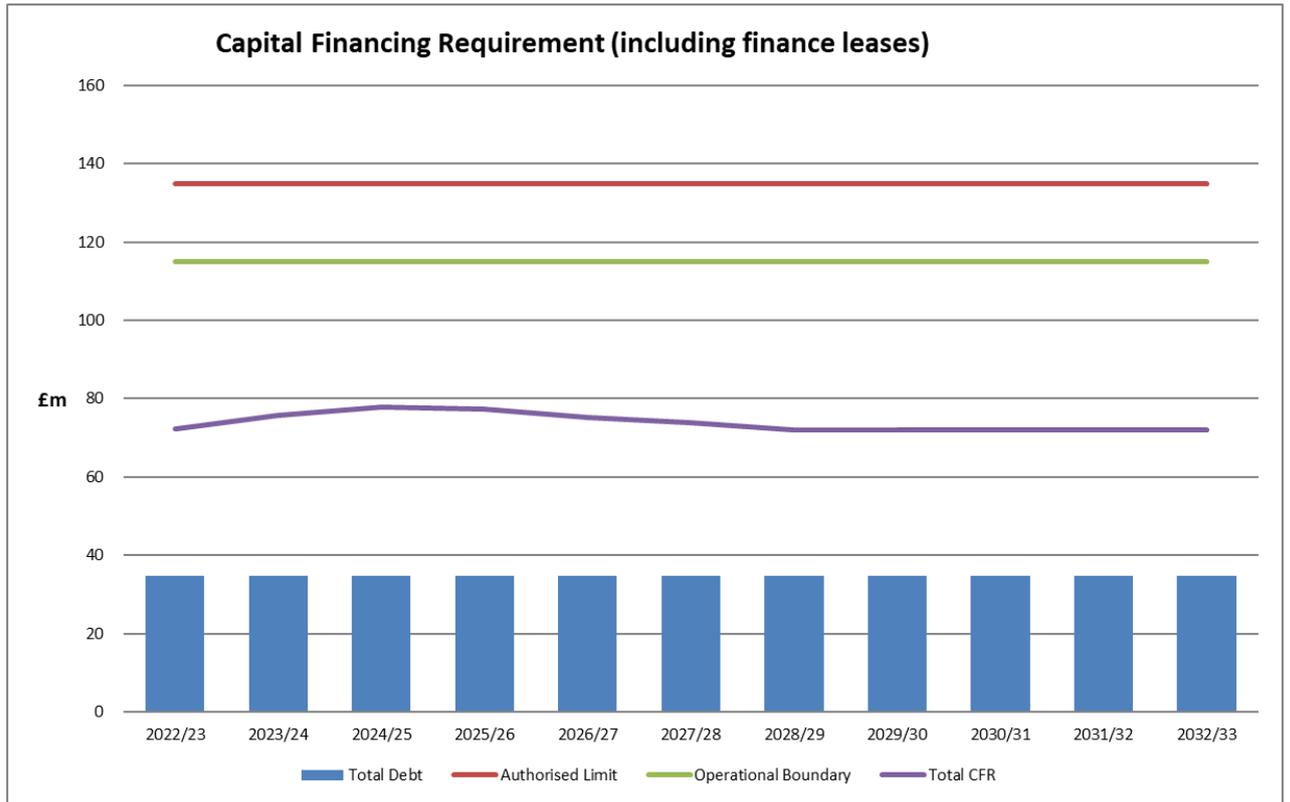
- This is the statutory limit determined under section 3 (1) of the Local Government Act 2003. The Government retains an option to control either the total of all local council plans, or those of a specific council, although this power has not yet been exercised.
- The Council is asked to approve the following Authorised Limit:

Authorised Limit £m	2023/24 Limit	2024/25 Limit	2025/26 Limit	2026/27 Limit
General Debt including other long-term liabilities ⁽¹⁾	80	95	95	95
Loans	20	15	15	15
CIS	35	25	25	25
Total	135	135	135	135

⁽¹⁾This limit has been introduced to allow for assets that may be added to the balance sheet because of the new accounting standard IFRS16, this is not extra expenditure but a new accounting treatment for existing leased assets

Prudential Indicator Graph CFR and Authorised/Operational Limit

CAPITAL FINANCING REQUIREMENT including finance leases											
	Actual	Est									
	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	2031/32	2032/33
	£m										
GF CFR	72.3	75.7	77.8	77.3	75.1	74.0	72.1	72.1	72.1	72.1	72.1
Total CFR	72.3	75.7	77.8	77.3	75.1	74.0	72.1	72.1	72.1	72.1	72.1
External Borrowing	34.4	34.3	34.3	34.3	34.3	34.3	34.3	34.3	34.3	34.3	34.3
Other long term liabilities	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5
Total Debt	34.9	34.8									
Authorised Limit	135.0	135.0	135.0	135.0	135.0	135.0	135.0	135.0	135.0	135.0	135.0
Operational Boundary	115.0	115.0	115.0	115.0	115.0	115.0	115.0	115.0	115.0	115.0	115.0



There may be some movement upwards in the CFR as a result of the changes in account regulations in relation to leases. The changes require leases where the Council is a lessee to be accounted for on the balance sheet from 2024/25, whereas previously they were just a revenue charge. The expectation is that the amount will not be significant.

3.3 Interest Rate Forecasts

The Council has appointed Link Group as its treasury advisor and part of their service is to assist the Council to formulate a view on interest rates. Link provided the following forecasts on 08 January 2024. These are forecasts for Bank Rate, average earnings and PWLB certainty rates, gilt yields plus 80 bps.

Link Group Interest Rate View 08.01.24													
	Mar-24	Jun-24	Sep-24	Dec-24	Mar-25	Jun-25	Sep-25	Dec-25	Mar-26	Jun-26	Sep-26	Dec-26	Mar-27
BANK RATE	5.25	5.25	4.75	4.25	3.75	3.25	3.00	3.00	3.00	3.00	3.00	3.00	3.00
3 month ave earnings	5.30	5.30	4.80	4.30	3.80	3.30	3.00	3.00	3.00	3.00	3.00	3.00	3.00
6 month ave earnings	5.20	5.10	4.60	4.10	3.70	3.30	3.10	3.10	3.10	3.10	3.10	3.10	3.10
12 month ave earnings	5.00	4.90	4.40	3.90	3.60	3.20	3.10	3.10	3.10	3.10	3.10	3.20	3.20
5 yr PWLB	4.50	4.40	4.30	4.20	4.10	4.00	3.80	3.70	3.60	3.60	3.50	3.50	3.50
10 yr PWLB	4.70	4.50	4.40	4.30	4.20	4.10	4.00	3.90	3.80	3.70	3.70	3.70	3.70
25 yr PWLB	5.20	5.10	4.90	4.80	4.60	4.40	4.30	4.20	4.20	4.10	4.10	4.10	4.10
50 yr PWLB	5.00	4.90	4.70	4.60	4.40	4.20	4.10	4.00	4.00	3.90	3.90	3.90	3.90

Additional notes by Link on this forecast table: -

- Our central forecast for interest rates was previously updated on 7 November and reflected a view that the MPC would be keen to further demonstrate its anti-inflation credentials by keeping Bank Rate at 5.25% until at least the second half of 2024. We expect rate cuts to start when both the CPI inflation and wage/employment data are supportive of such a move, and when there is a likelihood of the overall economy enduring at least a slowdown or mild recession over the coming months (although most recent GDP releases have surprised with their on-going robustness).
- Naturally, timing on this matter will remain one of fine judgment: cut too soon, and inflationary pressures may well build up further; cut too late and any downturn or recession may be prolonged.
- In the upcoming months, our forecasts will be guided not only by economic data releases and clarifications from the MPC over its monetary policies and the Government over its fiscal policies, but also international factors such as policy development in the US and Europe, the provision of fresh support packages to support the faltering recovery in China as well as the on-going conflict between Russia and Ukraine, and Gaza and Israel.

PWLB RATES

- The short and medium part of the gilt curve has rallied since the start of November as markets price in a quicker reduction in Bank Rate through 2024 and 2025 than held sway back then. This reflects market confidence in inflation falling back in a similar manner to that already seen in the US and the Euro-zone. At the time of writing there is c70 basis points difference between the 5 and 50 year parts of the curve.

The balance of risks to the UK economy: -

- The overall balance of risks to economic growth in the UK is even.

Downside risks to current forecasts for UK gilt yields and PWLB rates include: -

- **Labour and supply shortages** prove more enduring and disruptive and depress economic activity (accepting that in the near-term this is also an upside risk to inflation and, thus, could keep gilt yields high for longer).
- **The Bank of England** has increased Bank Rate too fast and too far over recent months, and subsequently brings about a deeper and longer UK recession than we currently anticipate.
- **Geopolitical risks**, for example in Ukraine/Russia, the Middle East, China/Taiwan/US, Iran and North Korea, which could lead to increasing safe-haven flows.

Upside risks to current forecasts for UK gilt yields and PWLB rates: -

- Despite the tightening in Bank Rate to 5.25%, the Bank of England allows inflationary pressures to remain elevated for a long period within the UK economy, which then necessitates Bank Rate staying higher for longer than we currently project.
- **The pound weakens** because of a lack of confidence in the UK Government's pre-election fiscal policies, resulting in investors pricing in a risk premium for holding UK sovereign debt.
- Projected **gilt issuance, inclusive of natural maturities and quantitative tightening**, could be too much for the markets to comfortably digest without higher yields compensating.

LINK GROUP FORECASTS

We expect the MPC will keep Bank Rate at 5.25% until the second half of 2024, to combat on-going inflationary and wage pressures, even if they have dampened somewhat of late. We do not think that the MPC will increase Bank Rate above 5.25%.

Gilt yields and PWLB rates

The overall longer-run trend is for gilt yields and PWLB rates to fall back over the timeline of our forecasts, as inflation continues to fall through 2024.

The target borrowing rates are set **two years forward** (as we expect rates to fall back) and the current PWLB (certainty) borrowing rates are set out below:

PWLB debt	Current borrowing rate as at 08.01.24 p.m.	Target borrowing rate now (end of Q4 2025)	Target borrowing rate previous (end of Q3 2025)
5 years	4.53%	3.70%	3.80%
10 years	4.67%	3.90%	3.80%
25 years	5.19%	4.20%	4.20%
50 years	4.97%	4.00%	4.00%

Borrowing advice: Our long-term (beyond 10 years) forecast for Bank Rate remains at 3% and reflects Capital Economics' research that suggests AI and general improvements in productivity will be supportive of a higher neutral interest rate. As all PWLB certainty rates are currently significantly above this level, borrowing strategies will need to be reviewed in that context. Overall, better value can be obtained at the shorter end of the curve and short-dated fixed Local Authority to Local Authority monies should be considered. Temporary borrowing rates will remain elevated for some time to come but may prove the best option whilst the market continues to factor in Bank Rate reductions for 2024 and later.

Our suggested budgeted earnings rates for investments up to about three months' duration in each financial year are set out below.

Average earnings in each year	Now	Previously
2023/24 (residual)	5.30%	5.30%
2024/25	4.55%	4.70%
2025/26	3.10%	3.20%
2026/27	3.00%	3.00%
2027/28	3.25%	3.25%
2028/29	3.25%	3.25%
Years 6 to 10	3.25%	3.25%
Years 10+	3.25%	3.25%

As there are so many variables at this time, caution must be exercised in respect of all interest rate forecasts.

Our interest rate forecast for Bank Rate is in steps of 25 bps, whereas PWLB forecasts have been rounded to the nearest 10 bps and are central forecasts within bands of + / - 25 bps. Naturally, we continue to monitor events and will update our forecasts as and when appropriate.

3.4 Borrowing Strategy

One of the main functions of the treasury management service is the funding of the Council's capital plans. Capital plans provide a guide to the borrowing need of the Council and help ensure that the Council can meet its capital spending obligations. This management of longer-term cash may involve arranging long or short term loans or using longer term cash flow surpluses. On occasion, when it is prudent and economic, any debt previously drawn may be restructured to meet Council risk or cost objectives.

The Council's main objective when borrowing money is to strike an appropriate balance between securing low interest costs and achieving cost certainty over the period for which funds are required. Given the significant cuts to public expenditure and, in particular, to local government funding, the Council's borrowing strategy continues to address the key issue of affordability without compromising the long term stability of the debt portfolio.

The Council is currently maintaining an under-borrowed position. This means that the capital borrowing need, (the Capital Financing Requirement), has not been fully funded with loan debt as cash supporting the Council's reserves, balances and cash flow has been used as a temporary measure. This strategy is prudent as medium and longer dated borrowing rates are expected to fall from their current levels once prevailing inflation concerns are addressed by tighter near-term monetary policy. That is, Bank Rate remains elevated through to the second half of 2024.

Against this background and the risks within the economic forecast, caution will be adopted with the 2024/25 treasury operations. The Director of Finance and Resources will monitor interest rates in financial markets and adopt a pragmatic approach to changing circumstances, if there were a requirement to borrow then;

- if it was felt that there was a significant risk of a sharp fall in borrowing rates, then borrowing will be postponed.
- if it was felt that there was a significant risk of a much sharper rise in borrowing rates than that currently forecast, fixed rate funding will be drawn whilst interest rates are lower than they are projected to be in the next few years.

3.5 Policy on Borrowing in Advance of Need

The Council will not borrow more than or in advance of its needs purely in order to profit from the investment of the extra sums borrowed. Any decision to borrow in advance will be within forward approved Capital Financing Requirement estimates and will be considered carefully to ensure that value for money can be demonstrated and that the Council can ensure the security of such funds.

Risks associated with any borrowing in advance activity will be subject to prior appraisal and subsequent reporting through the mid-year or annual reporting mechanism.

3.6 Rescheduling

Rescheduling of current borrowing in the Council’s debt portfolio may be considered whilst premature redemption rates remain elevated but only if there is surplus cash available to facilitate any repayment, or rebalancing of the portfolio to provide more certainty is considered appropriate.

If rescheduling is to be undertaken, it will be reported to the Cabinet and Council at the earliest meeting following its action.

3.7 New Financial Institutions as a Source of Borrowing and / or Types of Borrowing

Currently the PWLB Certainty Rate is set at gilts + 80 basis points. However, consideration may still need to be given to sourcing funding from the following sources for the following reasons:

- Local authorities (primarily shorter dated maturities out to 3 years or so – generally still cheaper than the Certainty Rate).
- Financial institutions (primarily insurance companies and pension funds but also some banks, out of forward dates where the objective is to avoid a “cost of carry” or to achieve refinancing certainty over the next few years).

The Council’s treasury advisors, Link, will keep the Council informed as to the relative merits of each of these alternative funding sources.

3.8 Approved Sources of Long and Short-term Borrowing

On Balance Sheet	Fixed	Variable
PWLB	●	●
UK Municipal Bond Agency	●	●
Local Authorities	●	●
Banks	●	●
Pension Funds	●	●
Insurance Companies	●	●
UK Infrastructure Bank	●	●
Market (long-term)	●	●

Market (temporary)	●	●
Market (LOBOs)	●	●
Stock Issues	●	●
Local Temporary Borrowing	●	●
Local Bonds	●	
Local Authority Bills	●	●
Overdraft		●
Negotiable Bonds	●	●
Internal (capital receipts & revenue balances)	●	●
Commercial Paper	●	
Medium Term Notes	●	
Finance Leases	●	●

4 ANNUAL INVESTMENT STRATEGY

4.1 Investment Policy – Management of Risk

The Department of Levelling Up, Housing and Communities (DLUHC) and CIPFA have extended the meaning of ‘investments’ to include both financial and non-financial investments. This report deals solely with treasury (financial) investments, (as managed by the treasury management team). Non-financial investments, essentially the purchase of income yielding assets and service investments, are covered in the Investment Strategy.

The Council’s investment policy has regard to the following: -

- DLUHC’s Guidance on Local Government Investments (“the Guidance”)
- CIPFA Treasury Management in Public Services Code of Practice and Cross Sectoral Guidance Notes 2021 (“the Code”)
- CIPFA Treasury Management Guidance Notes 2021

The Council’s investment priorities will be security first, portfolio liquidity second and then yield (return). The Council will aim to achieve the optimum return (yield) on its investments commensurate with proper levels of security and liquidity and with regard to the Council’s risk appetite.

In the current economic climate, it is considered appropriate to maintain a degree of liquidity to cover cash flow needs but to also consider “laddering” (staggered maturity dates to allow for reinvestment, potentially at a higher rate if rates are moving upwards) investments for periods up to 12 months with high credit rated financial institutions, whilst investment rates remain elevated, as well as wider range fund options.

The above guidance from the DLUHC and CIPFA places a high priority on the management of risk. This Council has adopted a prudent approach to managing risk and defines its risk appetite by the following means: -

1. Minimum acceptable **credit criteria** are applied in order to generate a list of highly creditworthy counterparties. This also enables diversification and thus avoidance of concentration risk. The key ratings used to monitor counterparties are the short-term and long-term ratings.
2. **Other information:** ratings will not be the sole determinant of the quality of an institution; it is important to continually assess and monitor the financial sector on both a micro and macro basis and in relation to the economic and political environments in which institutions operate. The assessment will also take account of information that reflects the opinion of the markets. To achieve this consideration the Council will engage with its advisors to maintain a monitor on market pricing such as “credit default swaps” and overlay that information on top of the credit ratings.
3. **Other information sources** used will include the financial press, share price and other such information pertaining to the financial sector in order

to establish the most robust scrutiny process on the suitability of potential investment counterparties.

4. This Council has defined the list of **types** of investment instruments that the treasury management team are authorised to use. There are two lists in Appendix 5.4 under the categories of 'specified' and 'non-specified' investments.

Specified investments are those with a high level of credit quality and subject to a maturity limit of one year or have less than a year left to run to maturity, if, originally they were classified as being non-specified investments solely due to the maturity period exceeding one year.

Non-specified investments are those with less high credit quality, may be for periods in excess of one year, and/or are more complex instruments which require greater consideration by members and officers before being authorised for use.

5. **Non-specified and loan investment limits.** The Council has determined that it will set a limit to the maximum exposure of the total treasury management investment portfolio to non-specified treasury management investments of £10m.
6. **Lending limits**, (amounts and maturity), for each counterparty will be set through applying the matrix table in paragraph 4.2. Although lower limits may be applied in times of market stress.
7. This Council will set a limit for its investments which are invested for **longer than 365 days**, (see paragraph 4.4).
8. Investments will only be placed with counterparties from countries with a specified minimum **sovereign rating**, (see paragraph 4.3).
9. This Council has engaged **external consultants**, (see paragraph 1.5), to provide expert advice on how to optimise an appropriate balance of security, liquidity and yield, given the risk appetite of this Council in the context of the expected level of cash balances and need for liquidity throughout the year.
10. All investments will be denominated in **sterling**.
11. As a result of the change in accounting standards for 2023/24 under IFRS 9, this Council will consider the implications of investment instruments which could result in an adverse movement in the value of the amount invested and resultant charges at the end of the year to the General Fund. (In November 2018, the MHCLG, concluded a consultation for a temporary override to allow English local authorities time to adjust their portfolio of all pooled investments by announcing a statutory override to delay implementation of IFRS 9 for five years ending 31.3.23. More recently, a further extension to the over-ride to 31.3.25 has been agreed by Government.

However, this Council will also pursue **value for money** in treasury management and will monitor the yield from investment income against appropriate benchmarks for investment performance, (see paragraph 4.5). Regular monitoring of investment performance will be carried out during the year.

Changes in risk management policy from last year.

Some limits have been increased due to the expected high cash balances in 2024/25, this allows further investment in the high quality counterparties already in use. As inflation and interest rates are expected to fall or at least remain steady in 2024/25 there will be less stress in the market allowing for more confidence in placing larger investments with selected counterparties.

The limit placed on Local Council investments has been increased back up to £4m (prior to 2023/24 limit) from £2m, but investments will be subject to due diligence on financial statements and advice from Link.

Bank investment limit has increased from £2m to £4m, this is so that access to a wider range of green funds and ESG investments is available, where counterparties impose a minimum investment limit above £2m.

Money market fund limits have been increased from £4m to £5m to reflect the wider spread of counterparties when compared to single counterparty investments e.g., banks. In addition this will allow for further investment if DMO interest rates fall faster than general market rates.

4.2 Creditworthiness Policy

This Council applies the creditworthiness service provided by the Link Group. This service employs a sophisticated modelling approach utilising credit ratings from the three main credit rating agencies - Fitch, Moody's and Standard & Poor's. The credit ratings of counterparties are supplemented with the following overlays: -

1. "watches" and "outlooks" from credit rating agencies;
2. CDS spreads that may give early warning of changes in credit ratings;
3. sovereign ratings to select counterparties from only the most creditworthy countries.

This modelling approach combines credit ratings, and any assigned Watches and Outlooks, in a weighted scoring system which is then combined with an overlay of CDS spreads. The end-product of this is a series of colour coded bands which indicate the relative creditworthiness of counterparties. These colour codes are used by the Council to determine the suggested duration for investments. The Council will, therefore, use counterparties within the following durational bands;

- Yellow 5 years *
- Dark pink 5 years for Ultra-Short Dated Bond Funds with a credit score of 1.25
- Light pink 5 years for Ultra-Short Dated Bond Funds with a credit score of 1.5
- Purple 2 years
- Blue 1 year (only applies to nationalised or semi nationalised UK Banks)
- Orange 1 year
- Red 6 months
- Green 100 days
- No colour not to be used

The Link creditworthiness service uses a wider array of information other than just primary ratings. Furthermore, by using a risk weighted scoring system, it does not give undue preponderance to just one agency's ratings.

Typically, the minimum credit ratings criteria the Council uses will be a short-term rating (Fitch or equivalent) of F1 and a long-term rating of A-. There may be occasions when the counterparty ratings from one rating agency are marginally lower than these ratings but may still be used. In these instances, consideration will be given to the whole range of ratings available, or other topical market information, to support their use.

All credit ratings will be monitored as updates are received and taken into account for future investing. The Council is alerted to changes to ratings of all three agencies through its use of the Link creditworthiness service.

- if a downgrade results in the counterparty / investment scheme no longer meeting the Council's minimum criteria, its further use as a new investment will be withdrawn immediately.
- in addition to the use of credit ratings the Council will be advised of information in movements in Credit Default Swap spreads against the iTraxx European Senior Financials benchmark and other market data on a daily basis via its Passport website, provided exclusively to it by Link. Extreme market movements may result in downgrade of an institution or removal from the Council's lending list.

Sole reliance will not be placed on the use of this external service. In addition, this Council will also use market data and market information, as well as information on any external support for banks to help support its decision-making process.

Y	Pi1	Pi2	P	B	O	R	G	N/C
1	1.25	1.5	2	3	4	5	6	7
Up to 5yrs	Up to 5yrs	Up to 5yrs	Up to 2yrs	Up to 1yr	Up to 1yr	Up to 6mths	Up to 100days	No Colour

	Colour (and long-term rating where applicable)	Monetary Limit	Time limit
Banks ⁽¹⁾	Yellow	£4m	5 years
Banks	Purple	£4m	2 years
Banks	Orange	£4m	1 year
Banks – part nationalised	Blue	£4m	1 year
Banks	Red	£4m	6 months
Banks	Green	£4m	100 days
Banks	No Colour	Not to be used	
Council's banker (if "No Colour")	No Colour	£4m	1 day
Building Societies	Orange	£1m	1 Year
DMADF	UK sovereign rating	Unlimited	5 Years DMO limit is currently 6 months
Other Government Entities	UK sovereign rating	£5m	5 Years
Local authorities	n/a	£4m	1 year
Housing associations	Colour bands	£1m	As per colour band up to 1 year
	Fund rating ⁽²⁾	Monetary Limit	Time Limit
Money Market Funds CNAV	AAA	£5m	liquid
Money Market Funds LVNAV	AAA	£5m	liquid
Money Market Funds VNAV	AAA	£5m	liquid
Ultra-Short Dated Bond Funds with a credit score of 1.25	Dark Pink / AAA	£2m	liquid

Ultra-Short Dated Bond Funds with a credit score of 1.50	Light Pink / AAA	£2m	liquid
---	-------------------------	------------	---------------

(1) Please note: the yellow colour category is for UK Government debt, or its equivalent, money market funds and collateralised deposits where the collateral is UK Government debt – see appendix 5.4.

(2) Please note: “fund” ratings are different to individual counterparty ratings (ie the counterparties the funds are invested with), coming under either specific “MMF” or “Bond Fund” rating criteria.

Creditworthiness.

Significant levels of downgrades to Short and Long-Term credit ratings have not materialised since the crisis in March 2020. In the main, where they did change, any alterations were limited to Outlooks. Nonetheless, when setting minimum sovereign debt ratings, this Council will not set a minimum rating for the UK.

CDS prices

Although bank CDS prices, (these are market indicators of credit risk), spiked upwards in the autumn of 2022, they have returned to more average levels since then. However, sentiment can easily shift, so it will remain important to undertake continual monitoring of all aspects of risk and return in the current circumstances. Link monitor CDS prices as part of their creditworthiness service to local authorities and the Council has access to this information via its Link-provided Passport portal.

4.3 Limits

Due care will be taken to consider the exposure of the Council’s total investment portfolio to non-specified investments, countries, groups and sectors.

- a. **Non-specified treasury management investment limit.** The Council has determined that it will limit the maximum total exposure of treasury management investments to non-specified treasury management investments as being £10m of the total treasury management investment portfolio.
- b. **Country limit.** The Council has determined that it will only use approved counterparties from the UK, and from countries with a **minimum sovereign credit rating of AA- from fitch or equivalent** . The list of countries that qualify using this credit criteria as at the date of this report are shown in Appendix 5.5. This list will be added to, or deducted from, by officers should ratings change in accordance with this policy.

Other limits. In addition: -

- no more than £2m will be placed with any non-UK country at any time (this applies to direct investments - MMFs may have exposure in excess of this)
- limits in place above will apply to a group of companies/institutions
- sector limits will be monitored regularly for appropriateness

4.4 Investment Strategy

In-house funds. Investments will be made with reference to the core balance and cash flow requirements and the outlook for short-term interest rates (i.e., rates for investments up to 12 months). Greater returns are usually obtainable by investing for longer periods. The current shape of the yield curve suggests that is the case at present, but there is the prospect of Bank Rate having peaked in the second half of 2023 and possibly reducing as early as the second half of 2024 so an agile investment strategy would be appropriate to optimise returns.

Accordingly, while most cash balances are required to manage the ups and downs of cash flow, where cash sums can be identified that could be invested for longer periods, the value to be obtained from longer-term investments will be carefully assessed.

Investment returns expectations.

The current forecast shown in paragraph 3.3, includes a forecast for Bank Rate to have peaked at 5.25%.

The suggested budgeted investment earnings rates for returns on investments placed for periods up to about three months during each financial year are as follows: -

Average earnings in each year	
2023/24 (residual)	5.30%
2024/25	4.55%
2025/26	3.10%
2026/27	3.00%
2027/28	3.25%
Years 6 to 10	3.25%
Years 10+	3.25%

As there are so many variables at this time, caution must be exercised in respect of all interest rate forecasts.

Investment treasury indicator and limit - total principal funds invested for greater than 365 days. These limits are set with regard to the Council's liquidity requirements and to reduce the need for early sale of an investment and are based on the availability of funds after each year-end.

The Council is asked to approve the following treasury indicator and limit: -

Upper limit for principal sums invested for longer than 365 days			
£m	2024/25	2025/26	2026/27
Principal sums invested for longer than 365 days	10.0	9.0	8.0
Current investments as at 31/12/2023 in excess of 1 year maturing in each year	4.0	4.0	4.0

4.5 Investment Performance and Risk Benchmarking

Through the normal reporting cycle the following indicators will be reported:

- Portfolio risk score
- Average credit rating
- Weighted average maturity
- Interest rate risk
- Rate of return

Security – The target for average credit rating is A-. This is the value weighted average credit rating of the investment portfolio.

Liquidity – The target is £15m of cash available for unexpected payments, over a 3 month rolling period.

Interest rate risk – The upper limit on the 1 year revenue impact of a 1% rise or fall in interest rates. The target is £630,000.

4.6 End of Year Investment Report

At the end of the financial year, the Council will report on its investment activity as part of its Annual Treasury Report.

5. Annexes

1. Capital prudential and treasury indicators
2. Interest rate forecasts
3. Economic background
4. Treasury management practice 1 – credit and counterparty risk management
5. Approved countries for investments
6. Treasury management scheme of delegation
7. The treasury management role of the section 151 officer
8. Glossary

5.1 THE CAPITAL PRUDENTIAL AND TREASURY INDICATORS 2024/25 – 2026/27

The Council's capital expenditure plans are the key driver of treasury management activity. The output of the capital expenditure plans is reflected in the prudential indicators, which are designed to assist members' overview and confirm capital expenditure plans.

5.1.1 Capital Expenditure

Capital expenditure £m	2022/23 Actual	2023/24 Forecast	2024/25 Budget	2025/26 Budget	2026/27 Budget
Property, Plant and Equipment	2,526	4,050	6,603	2,888	1,313
Investment Property	29	2,857	0	0	0
Intangible Assets	60	556	243	20	70
REFCUS	7,441	11,467	19,110	4,306	4,306
Infrastructure Assets	139	3	17	0	0
Community Assets	0	501	0	0	0
Loans	0	100	100	0	0
Total	10,195	19,534	26,073	7,214	5,689

⁽¹⁾REFCUS is Revenue Expenditure Financed from Capital Under Statute, this would include DFGs and other grants given.

5.1.2 Affordability Prudential Indicators

The previous sections cover the overall capital and control of borrowing prudential indicators, but within this framework prudential indicators are required to assess the affordability of the capital investment plans. These provide an indication of the impact of the capital investment plans on the Council's overall finances. The Council is asked to approve the following indicators: -

Ratio of Financing Costs to Net Revenue Stream

This indicator identifies the trend in the cost of capital, (borrowing and other long-term obligation costs net of investment income), against the net revenue stream.

	2022/23 Actual	2023/24 Forecast	2024/25 Estimate	2025/26 Estimate	2026/27 Estimate
Net Revenue Stream	17,303	22,510	25,413	26,432	24,205
Financing Costs	2,103	1,047	2,344	2,842	3,411
Total	12%	5%	9%	11%	14%

The estimates of financing costs include current commitments and the proposals in this budget report.

5.1.3 Maturity Structure of Borrowing

Maturity structure of borrowing. These gross limits are set to reduce the Council's exposure to large, fixed rate sums falling due for refinancing, and are required for upper and lower limits.

The Council is asked to approve the following treasury indicators and limits: -

Maturity structure of fixed interest rate borrowing 2024/25		
	Lower	Upper
Under 12 months	0%	80%
12 months to 2 years	0%	80%
2 years to 5 years	0%	80%
5 years to 10 years	0%	100%
10 years to 20 years	0%	100%
20 years to 30 years	0%	100%
30 years to 40 years	0%	100%
40 years to 50 years	0%	100%
Maturity structure of variable interest rate borrowing 2024/25		
	Lower	Upper
Under 12 months	0%	80%
12 months to 2 years	0%	80%
2 years to 5 years	0%	80%
5 years to 10 years	0%	100%
10 years to 20 years	0%	100%
20 years to 30 years	0%	100%
30 years to 40 years	0%	100%
40 years to 50 years	0%	100%

5.1.4. Control of Interest Rate Exposure

Please see paragraphs 3.3, 3.4 and 4.4.

5.2 INTEREST RATE FORECASTS 2023-2026

Link Group Interest Rate View 08.01.24													
	Mar-24	Jun-24	Sep-24	Dec-24	Mar-25	Jun-25	Sep-25	Dec-25	Mar-26	Jun-26	Sep-26	Dec-26	Mar-27
BANK RATE	5.25	5.25	4.75	4.25	3.75	3.25	3.00	3.00	3.00	3.00	3.00	3.00	3.00
3 month ave earnings	5.30	5.30	4.80	4.30	3.80	3.30	3.00	3.00	3.00	3.00	3.00	3.00	3.00
6 month ave earnings	5.20	5.10	4.60	4.10	3.70	3.30	3.10	3.10	3.10	3.10	3.10	3.10	3.10
12 month ave earnings	5.00	4.90	4.40	3.90	3.60	3.20	3.10	3.10	3.10	3.10	3.10	3.20	3.20
5 yr PWLB	4.50	4.40	4.30	4.20	4.10	4.00	3.80	3.70	3.60	3.60	3.50	3.50	3.50
10 yr PWLB	4.70	4.50	4.40	4.30	4.20	4.10	4.00	3.90	3.80	3.70	3.70	3.70	3.70
25 yr PWLB	5.20	5.10	4.90	4.80	4.60	4.40	4.30	4.20	4.20	4.10	4.10	4.10	4.10
50 yr PWLB	5.00	4.90	4.70	4.60	4.40	4.20	4.10	4.00	4.00	3.90	3.90	3.90	3.90

PWLB forecasts are based on PWLB certainty rates.

5.3 ECONOMIC BACKGROUND

- The third quarter of 2023/24 saw:
 - A 0.3% month on month decline in real GDP in October, potentially partly due to unseasonably wet weather, but also due to the ongoing drag from higher interest rates. Growth for the second quarter, ending 30th September, was revised downwards to -0.1% and growth on an annual basis was also revised downwards, to 0.3%;
 - A sharp fall in wage growth, with the headline 3 month year on year rate declining from 8.0% in September to 7.2% in October, although the ONS “experimental” rate of unemployment has remained low at 4.2%;
 - CPI inflation continuing on its downward trajectory, from 8.7% in April to 4.6% in October, then again to 3.9% in November;
 - Core CPI inflation decreasing from April and May’s 31 years’ high of 7.1% to 5.1% in November, the lowest rate since January 2022;
 - The Bank of England holding Bank Rate at 5.25% in November and December;
 - A steady fall in 10-year gilt yields as investors revised their interest rate expectations lower.
- The revision of GDP data in Q2 to a 0.1% quarter on quarter fall may mean the mildest of recessions has begun. Indeed, real GDP in October fell 0.3% month on month which does suggest that the economy may stagnate again in Q3. The weakness in October may partly be due to the unseasonably wet weather. As the weakness was broad based it may also be the case that the ongoing drag from higher interest rates is more than offsetting any boost from the rise in real wages.
- However, the rise in the flash composite activity Purchasing Managers Index, from 50.7 in November to 51.7 in December, did increase the chances of the economy avoiding a contraction in Q3. The improvement was entirely driven by the increase in the services activity balance from 50.9 to 52.7. (Scores above 50 point to expansion in the economy, although only tepid in this instance.) The press release noted that this was primarily driven by a revival in consumer demand in the technological and financial services sectors. This chimes with the further improvement in the GfK measure of consumer confidence in December, from -24 to -22. The services PMI is now consistent with non-retail services output growing by 0.5% quarter on quarter in Q3, but this is in stark contrast to the manufacturing sector where the output balance slumped from 49.2 to 45.9 and, at face value, the output balance is consistent with a 1.5% quarter on quarter fall in manufacturing output in Q3.
- The 0.3% month on month fall in retail sales volumes in October means that after contracting by 1.0% quarter on quarter (which was downwardly revised from -0.8% quarter on quarter) in Q2, retail activity remained weak at the start of Q3. That suggests higher interest rates are taking a bigger toll on real consumer spending.
- Higher interest rates have filtered through the financial channels and weakened the housing market but, overall, it remains surprisingly resilient with the Halifax house price index recently pointing to a 1.7% year on year increase whilst Nationwide’s December data pointed to a -1.8% year on year decrease. However,

the full weakness in real consumer spending and real business investment has yet to come as currently it is estimated that around two thirds to a half of the impact of higher interest rates on household interest payments has yet to be felt.

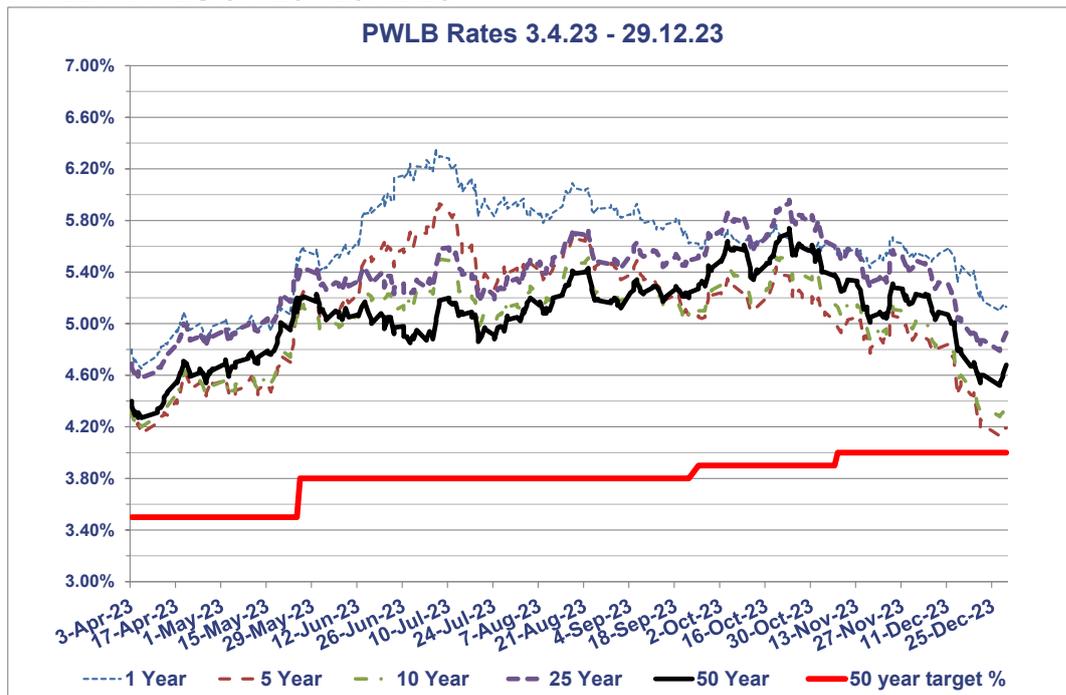
- Overall, we expect real GDP growth to remain subdued throughout 2024 as the drag from higher interest rates is protracted but a fading of the cost-of-living crisis and interest rate cuts in the second half of 2024 will support a recovery in GDP growth in 2025.
- The labour market remains tight by historical standards, but the sharp fall in wage growth seen in October will reinforce the growing belief in markets that interest rates will be cut mid-2024. Wage growth eased in October much faster than the consensus expected. Total earnings fell by 1.6% month on month, which meant the headline 3 monthly year on year rate eased from 8.0% in September to 7.2% in October. This news will be welcomed by the Bank of England. Indeed, the timelier three-month annualised rate of average earnings growth fell from +2.4% to -1.2%. Excluding bonuses, it fell from 5.3% to 2.0%. Furthermore, one of the Bank's key barometers of inflation persistence, regular private sector pay growth, dropped from 7.9% 3monthly year on year to 7.3%, which leaves it comfortably on track to fall to 7.2% by December, as predicted by the Bank in November.
- The fall in wage growth occurred despite labour demand being stronger in October than expected. The three-month change in employment eased only a touch from +52,000 in September to +50,000 in October. But resilient labour demand was offset by a further 63,000 rise in the supply of workers in the three months to October. That meant labour supply exceeded its pre-pandemic level for the first time, and the unemployment rate remained at 4.2% in October. In the three months to November, the number of job vacancies fell for the 17th month in a row, from around 959,000 in October to around 949,000. That has reduced the vacancy to unemployment ratio as demand for labour eases relative to supply, which may support a further easing in wage growth in the coming months.
- CPI inflation fell from 6.7% in September to 4.6% in October, and then again to 3.9% in November. Both these falls were bigger than expected and there are clear signs of easing in domestic inflationary pressures. The fall in core CPI inflation from 5.7% to 5.1% in November was bigger than expected (consensus forecast 5.6%). That's the lowest rate since January 2022. Some of the decline in core inflation was due to the global influence of core goods inflation, which slowed from 4.3% to 3.3%. But some of it was due to services inflation falling from 6.6% to 6.3%. The Bank views the latter as a key barometer of the persistence of inflation and it came in further below the Bank's forecast of 6.9% in its November Monetary Policy Report. This will give the Bank more confidence that services inflation is now on a firmly downward path.
- The Bank of England sprung no surprises with its December monetary policy committee (MPC) meeting, leaving interest rates at 5.25% for the third time in a row and pushing back against the prospect of near-term interest rate cuts. The Bank continued to sound hawkish, with the MPC maintaining its tightening bias saying that "further tightening in monetary policy would be required if there were evidence of more persistent inflationary pressures". And it stuck to the familiar script, saying that policy will be "sufficiently restrictive for sufficiently long" and that "monetary policy is likely to need to be restrictive for an extended period of time".

In other words, the message is that the MPC is not yet willing to endorse investors' expectations that rates will be cut as soon as May 2024.

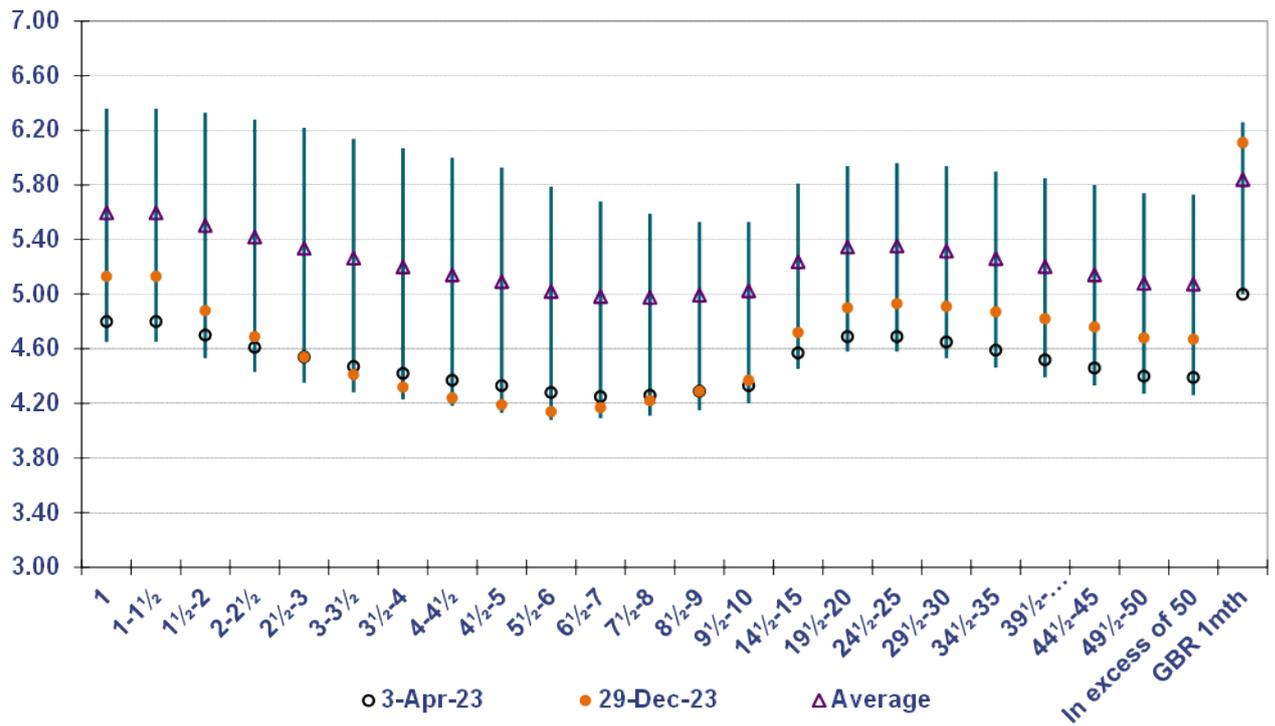
- Looking ahead, our colleagues at Capital Economics forecast that the recent downward trends in CPI and core inflation will stall over the next few months before starting to decline more decisively again in February. That explains why we think the Bank of England won't feel comfortable cutting interest rates until H2 2024.
- The fall in UK market interest rate expectations in December has driven most of the decline in 10-year gilt yields, which have fallen in line with 10-year US Treasury and euro-zone yields. 10-year gilt yields have fallen from 4.68% in October 2023 to around 3.70% in early January, with further declines likely if the falling inflation story is maintained.
- Investors' growing expectations that the Fed will cut interest rates soon has led to an improvement in risk sentiment, which has boosted the pound and other risky assets. In addition, the rise in the pound, from \$1.21 in November to \$1.27 now, has also been supported by the recent relative decline in UK wholesale gas prices.
- The further fall in 10-year real gilt yields in December has supported the recent rise in the FTSE 100. That said, the index remains 5% below its record high in February 2023. This modest rise in equities appears to have been mostly driven by strong performances in the industrials and rate-sensitive technology sectors. But UK equities have continued to underperform US and euro-zone equities. The FTSE 100 has risen by 2.2% in December, while the S&P 500 has risen by 3.8%. This is partly due to lower energy prices, which have been a relatively bigger drag on the FTSE 100, due to the index's high concentration of energy companies.

In the chart below, the rise in gilt yields across the curve in the first half of 2023/24, and therein PWLB rates, is clear to see, prior to the end of year rally based on a mix of supportive domestic and international factors.

PWLB RATES 3.4.23 - 29.12.23



PWLB Certainty Rate Variations 3.4.23 to 29.12.23



HIGH/LOW/AVERAGE PWLB RATES FOR 3.4.23 – 29.12.23

	1 Year	5 Year	10 Year	25 Year	50 Year
Low	4.65%	4.13%	4.20%	4.58%	4.27%
Date	06/04/2023	27/12/2023	06/04/2023	06/04/2023	05/04/2023
High	6.36%	5.93%	5.53%	5.96%	5.74%
Date	06/07/2023	07/07/2023	23/10/2023	23/10/2023	23/10/2023
Average	5.60%	5.09%	5.03%	5.35%	5.08%
Spread	1.71%	1.80%	1.33%	1.38%	1.47%

MPC meetings 2nd November and 14th December 2023

- On 2nd November, the Bank of England’s Monetary Policy Committee (MPC) voted to keep Bank Rate on hold at 5.25%, and on 14th December reiterated that view. Both increases reflected a split vote, the latter by 6 votes to 3, with the minority grouping voting for an increase of 0.25% as concerns about “sticky” inflation remained in place.
- Nonetheless, with UK CPI inflation now at 3.9%, and core inflating beginning to moderate (5.1%), markets are voicing a view that rate cuts should begin in Q1 2024/25, some way ahead of the indications from MPC members. Of course, the data will be the ultimate determinant, so upcoming publications of employment, wages and inflation numbers will be of particular importance, and on-going volatility in Bank Rate expectations and the gilt yield curve can be expected.
- In addition, what happens outside of the UK is also critical to movement in gilt yields. The US FOMC has kept short-term rates in the range of 5.25%-5.50%, whilst the ECB has moved its Deposit rate to a probable peak of 4%. Markets currently expect both central banks to start cutting rates in 2024.

5.4 TREASURY MANAGEMENT PRACTICE (TMP1) – CREDIT AND COUNTERPARTY RISK MANAGEMENT

SPECIFIED INVESTMENTS: All such investments will be sterling denominated, with **maturities up to a maximum of 1 year**, meeting the minimum ‘high’ quality criteria where applicable. (Non-specified investments which would be specified investments apart from originally being for a period longer than 12 months, will be classified as being specified once the remaining period to maturity falls to under twelve months.)

NON-SPECIFIED INVESTMENTS: These are any investments which do not meet the specified investment criteria. A maximum of £10m will be held in aggregate in non-specified investment.

A variety of investment instruments will be used, subject to the credit quality of the institution, and depending on the type of investment made, it will fall into one of the above categories.

The criteria, time limits and monetary limits applying to institutions or investment vehicles are:

Specified Investments	Minimum credit criteria / colour band	£ limit per institution	Maximum maturity period
DMADF – UK Government	Yellow	Unlimited	5 Years (6 months max. is set by the DMO ⁽¹⁾ currently)
UK Gilts	Yellow	£2m	1 year
UK Treasury Bills	Yellow	£2m	364 days (max. is set by the DMO*)
Bonds issued by multilateral development banks	Yellow	£2m	1 year
Money Market Funds CNAV	AAA	£5m	Liquid
Money Market Funds LNAV	AAA	£5m	Liquid
Money Market Funds VNAV	AAA	£5m	Liquid
Ultra-Short Dated Bond Funds with a credit score of 1.25	Dark Pink/AAA	£2m	Liquid
Ultra-Short Dated Bond Funds with a credit score of 1.5	Light Pink/AAA	£2m	Liquid

Local Authorities	Yellow	£4m	1 year
Term Deposits with Housing Associations	Blue Orange Red Green No Colour	£1m	12 months 12 months 6 months 100 days Not for use
Term Deposits with Banks	Blue Orange Red Green No Colour	£4m	12 months 12 months 6 months 100 days Not for use
Term Deposits Building Societies	Orange Red Green No Colour	£1m	12 months 6 months 100 days Not for use
CDs or Corporate Bonds with Banks and Building Societies	Blue Orange Red Green No Colour	£4m	12 months 12 months 6 months 100 days Not for use
Collective Investment Schemes structured as Open-Ended Investment Companies (OEICs)			
Gilt Funds	UK sovereign rating	£2m	1 Year

(1) DMO – is the Debt Management Office of HM Treasury

Accounting treatment of investments. The accounting treatment may differ from the underlying cash transactions arising from investment decisions made by this Council. To ensure that the Council is protected from any adverse revenue impact, which may arise from these differences, we will review the accounting implications of new transactions before they are undertaken.

Non-Specified Investments	Minimum Credit Criteria	£ Limit per institution	Max. maturity period
Maturities of any period			
Property Funds - the use of these investments may constitute capital expenditure, if this is the case the investment will be an application of capital resources	Yellow	£5m	Based on cash flow modelling
Maturities in excess of 1 year			
Term Deposits – local authorities	Purple	£4m	2 years
Term Deposits – banks	Purple	£4m	2 years

Term Deposits - building societies	Purple	£1m	2 years
UK Gilts	Yellow	£2m	2 years

Environmental, Social & Governance (ESG) Considerations

The CIPFA Treasury Management Code 2021 now requires ESG considerations to be incorporated into Treasury Management Practice 1, it states as follows “The organisation's credit and counterparty policies should set out its policy and practices relating to environmental, social and governance (ESG) investment considerations. This is a developing area, and it is not implied that the organisation's ESG policy will currently include ESG scoring or other real-time ESG criteria at individual investment level, ESG issues are increasingly significant for investors and investment managers. This is better developed in equity and bond markets than for short-term cash deposits, and there is a diversity of market approaches to ESG classification and analysis. This means that a consistent and developed approach to ESG for public service organisations is currently difficult. Organisations are therefore recommended to consider their credit and counterparty policies in light of ESG information and develop their own ESG investment policies and treasury management practices consistent with their organisation's own relevant policies, such as environmental and climate change policies.”

The prime consideration when assessing the suitability of counterparties and investments will continue to be Security, Liquidity and then Yield, in that order, followed by where appropriate ESG factors. The Council does not currently invest in bond or equity markets, therefore there is currently a lack of data available on which to base ESG considerations relevant to the Council's investments. The main ratings agencies (Fitch, Standard and Poors, Moodys) are increasingly including ESG risks alongside more traditional financial risk metrics when assessing counterparty ratings. Therefore ESG risks are already being incorporated into investment decisions by the use of credit ratings for investment decisions. It should also be noted that in general the banks and investment institutions the Council uses meet either the UN Principles for Responsible Banking or the UN Principles for Responsible Investments.

The Council's treasury advisors, Link, also continue to look at ways in which ESG factors can be incorporated into their creditworthiness assessment service for counterparties, and they have advised clients that they will review the options and will update clients as progress is made. The current focus for investing is on the governance segment of ESG as good governance is suggestive of good financial processes and controls, and therefore a good investment prospect.

5.5 APPROVED COUNTRIES FOR INVESTMENTS

This list is based on those countries which have sovereign ratings of AA- or higher, (the lowest rating from Fitch, Moody's and S&P) and also, (except - at the time of writing - for Hong Kong and Luxembourg), have banks operating in sterling markets which have credit ratings of green or above in the Link creditworthiness service.

This list is for direct investments, it is possible money market funds may be partly invested in countries outside this list as part of their strategy to spread risk, across many counterparties.

Based on lowest available rating

AAA

- Australia
- Denmark
- Germany
- Netherlands
- Norway
- Singapore
- Sweden
- Switzerland

AA+

- Canada
- Finland
- U.S.A.

AA

- Abu Dhabi (UAE)

AA-

- Belgium
- France
- Qatar
- **U.K.**

5.6 TREASURY MANAGEMENT SCHEME OF DELEGATION

(i) Full Council

- receiving and reviewing reports on treasury management policies, practices and activities;
- approval of annual strategy.
- approval of/amendments to the organisation's adopted clauses, treasury management policy statement and treasury management practices;
- budget consideration and approval;
- approval of the division of responsibilities;
- receiving and reviewing regular monitoring reports and acting on recommendations;

(ii) Overview and Scrutiny Panel (Performance and Growth)

- reviewing the treasury management policy and procedures and making recommendations to the responsible body.

(iii) Cabinet

- receiving and reviewing regular monitoring reports and acting on recommendations;

5.7 THE TREASURY MANAGEMENT ROLE OF THE SECTION 151 OFFICER

The S151 (responsible) officer

- recommending clauses, treasury management policy/practices for approval, reviewing the same regularly, and monitoring compliance;
- submitting regular treasury management policy reports;
- submitting budgets and budget variations;
- receiving and reviewing management information reports;
- reviewing the performance of the treasury management function;
- ensuring the adequacy of treasury management resources and skills, and the effective division of responsibilities within the treasury management function;
- ensuring the adequacy of internal audit, and liaising with external audit;
- recommending the appointment of external service providers.
- preparation of a Capital Strategy to include capital expenditure, capital financing, non-financial investments and treasury management, with a long-term timeframe.
- ensuring that the Capital Strategy is prudent, sustainable, affordable and prudent in the long term and provides value for money.
- ensuring that due diligence has been carried out on all treasury and non-financial investments and is in accordance with the risk appetite of the Council.
- ensure that the Council has appropriate legal powers to undertake expenditure on non-financial assets and their financing.
- ensuring the proportionality of all investments so that the Council does not undertake a level of investing which exposes the Council to an excessive level of risk compared to its financial resources.
- ensuring that an adequate governance process is in place for the approval, monitoring and ongoing risk management of all non-financial investments and long-term liabilities.
- provision to members of a schedule of all non-treasury investments including material investments in subsidiaries, joint ventures, loans and financial guarantees.
- ensuring that members are adequately informed and understand the risk exposures taken on by the Council.
- ensuring that the Council has adequate expertise, either in house or externally provided, to carry out the above.
- creation of Treasury Management Practices which specifically deal with how non treasury investments will be carried out and managed, to include the following (TM Code p54): -
 - *Risk management (TMP1 and schedules), including investment and risk management criteria for any material non-treasury investment portfolios;*
 - *Performance measurement and management (TMP2 and schedules), including methodology and criteria for assessing the performance and success of non-treasury investments;*

- *Decision making, governance and organisation (TMP5 and schedules), including a statement of the governance requirements for decision making in relation to non-treasury investments; and arrangements to ensure that appropriate professional due diligence is carried out to support decision making;*
- *Reporting and management information (TMP6 and schedules), including where and how often monitoring reports are taken;*
- *Training and qualifications (TMP10 and schedules), including how the relevant knowledge and skills in relation to non-treasury investments will be arranged.*

5.8 GLOSSARY

Bail in Risk

Bail in risk arises from the failure of a bank. Bondholders or investors in the bank would be expected to suffer losses on their investments, as opposed to the bank being bailed out by government.

Bank Equity Buffer

The mandatory capital that financial institutions are required to hold, in order to provide a cushion against financial downturns, to ensure the institution can continue to meet its liquidity requirements.

Bank Rate

The official interest rate of the Bank of England, this rate is charged by the bank on loans to commercial banks.

Bank Stress Tests

Tests carried out by the European Central Bank on 51 banks across the EU. The tests put banks under a number of scenarios and analyse how the bank's capital holds up under each of the scenarios. The scenarios include a sharp rise in bond yields, a low growth environment, rising debt, and adverse action in the unregulated financial sector.

Basis Point

1/100th of 1% i.e., 0.01%. 10 basis points is 0.1%.

Bonds

A bond is a form of loan, the holder of the bond is entitled to a fixed rate of interest (coupon) at fixed intervals. The bond has a fixed life and can be traded.

Call Account

A bank account that offers a rate of return and the funds are available to withdraw on a daily basis.

Capital Financing Requirement (CFR)

The CFR is a measure of the capital expenditure incurred historically but has yet to be financed; by for example capital receipts or grants funding. The current CFR balance is therefore financed by external borrowing, and internal borrowing (i.e., use of working capital on the balance sheet – creditors, cash etc).

Certificate of Deposit

Evidence of a deposit with a financial institution repayable on a fixed date. They are negotiable instruments, and have a secondary market, and can be sold before maturity.

Collar (Money Market Fund)

The fund "collar" forms part of the valuation mechanism for the fund. LVNAV funds allow investors to purchase and redeem shares at a constant NAV calculated to 2 decimal places, i.e., £1.00. This is achieved by the fund using amortised cost for valuation purposes, subject to the variation against the marked-to-market NAV being no greater

than 20 basis points (0.2%). (This compares to current Prime CNAV funds which round to 50 basis points, or 0.5%, of the NAV.)

Constant Net Asset Value (CNAV)

Constant Net Asset Value refers to funds which use amortised cost accounting to value all of their assets. They aim to maintain a Net Asset Value (NAV), or value of a share of the fund at £1 and calculate their price to 2 decimal places.

Counterparty

Another organisation with which the Council has entered into a financial transaction with, for example, invested with or borrowed from.

Credit Default Swaps (CDS)

A financial agreement that the seller of the CDS will compensate the buyer in the event of a loan default. The seller insures the buyer against a loan defaulting.

Credit Ratings

A credit rating is the evaluation of a credit risk of a debtor and predicting their ability to pay back the debt. The rating represents an evaluation of a credit rating agency of the qualitative and quantitative information, this result in a score, denoted usually by the letters A to D and including +/-.

DMADF

The Debt Management Account Deposit Facility. This is run by the UK's Debt Management Office and provides investors with the ability to invest with UK central government.

ECB

The European Central Bank, one of the institutions that makes up the EU. Its main function is to maintain price stability across the Eurozone.

ESG

Environmental, society, and governance investing, makes reference to a set of standards for an organisation's behaviour, which can be used by a socially aware investor to make investment decisions. Environmental factors include how an organisation safeguards the environment, social criteria look at how the organisation manages its relationships with the community, employees, suppliers, and customers, and governance deals with leadership, internal controls and audits.

Federal Reserve (Fed)

The central bank of the United States.

Forward Deal

The act of agreeing today to deposit/loan funds for an agreed time limit at an agreed date and rate.

Gilts

Bonds issued by the Government.

Link Group

The Council's treasury advisors, who took over from Arlingclose in March 2023.

Liquidity

The degree to which an asset can be bought or sold quickly.

LVNAV Money Market Fund

Low volatility net asset value. The fund will have at least 10% of its assets maturing on a daily basis and at least 30% of assets maturing on a weekly basis.

MiFID

Markets in Financial Instruments Directive, is a regulation that increases the transparency across the EU's financial markets and standardises the regulatory disclosures required. In force since 2008.

Minimum Revenue Provision (MRP)

An amount set aside from revenue to repay debt.

Money Market Funds

An open-ended mutual fund that invests in short-term debt securities. A deposit will earn a rate of interest, whilst maintaining the net asset value of the investment. Deposits are generally available for withdrawal on the day.

Public Works Loans Board (PWLB)

The PWLB is an agency of the Treasury, it lends to public bodies at fixed rates for periods up to 50 years. Interest rates are determined by gilt yields.

REFCUS

Revenue Expenditure Funded from Capital Under Statute. Expenditure which would normally be considered revenue expenditure, but has been statutorily defined as capital expenditure, including the giving of a loan, grant or other financial assistance to any person, whether for use by that person or by a third party, towards expenditure which would, if incurred by the council, be capital expenditure. Or expenditure incurred on the acquisition, production or construction of assets for use by, or disposal to, a person other than the council which would be capital expenditure if those assets were acquired, produced or constructed for use by the council.

SONIA

Sterling overnight index average interest rate. On each London business day, SONIA is measured as the trimmed mean, rounded to four decimal places, of interest rates paid on eligible sterling denominated deposit transactions.

Transactional Banking

Use of a bank for day-to-day banking requirement, e.g., provision of current accounts, deposit accounts and on-line banking.

UN Principles for Responsible Banking

Are a unique framework for ensuring that signatory banks' strategy and practice align with the vision society has set out for its future in the Sustainable Development Goals and the Paris Climate Agreement.

The framework consists of 6 Principles designed to bring purpose, vision and ambition to sustainable finance. They were created in 2019 through a partnership between founding banks and the United Nations. Signatory banks commit to embedding these 6 principles across all business areas, at the strategic, portfolio and transactional levels.

- Principle 1: Alignment, align business strategy with individual's goals as expressed in the sustainable development goals, the Paris Climate Agreement and national and regional frameworks.
- Principle 2: Impact and Target Setting, increase positive impacts and reduce negative impacts on, and managing the risks to people and environment.
- Principle 3: Clients and Customers, work with clients and customers to encourage sustainable practices and enable economic activities that create shared prosperity.
- Principle 4: Stakeholders, engage with stakeholders to achieve society's goals.
- Principle 5: Governance and Culture, implement the commitment to these principles through effective governance.
- Principle 6: Transparency and Accountability, periodic review of the implementation of these principles, and be transparent about and accountable for the positive and negative impacts, and the contribution to society's goals.

A 3-step process guides signatories through implementing their commitment:

1. Impact Analysis: identifying the most significant impacts of products and services on the societies, economies and environments that the bank operates in.
2. Target Setting: setting and achieving measurable targets in a banks' areas of most significant impact.
3. Reporting: publicly report on progress on implementing the Principles, being transparent about impacts and contributions.

UN Principles for Responsible Investments

The 6 principles for responsible investments offer possible actions for incorporating ESG issues into investment practice.

The principles that the signatories sign up to are;

- **Principle 1:** We will incorporate ESG issues into investment analysis and decision-making processes.
- **Principle 2:** We will be active owners and incorporate ESG issues into our ownership policies and practices.
- **Principle 3:** We will seek appropriate disclosure on ESG issues by the entities in which we invest.
- **Principle 4:** We will promote acceptance and implementation of the Principles within the investment industry.
- **Principle 5:** We will work together to enhance our effectiveness in implementing the Principles.
- **Principle 6:** We will each report on our activities and progress towards implementing the Principles.

The Principles for Responsible Investment were developed by an international group of institutional investors reflecting the increasing relevance of environmental, social and corporate governance issues to investment practices. The process was convened by the United Nations Secretary-General.

Capital Strategy 2024/25

Contents

- 1.0 Introduction**
 - 1.1 Introduction
- 2.0 Capital Expenditure and Financing**
 - 2.1 Capital Expenditure
 - 2.2 Governance
 - 2.3 Asset management
 - 2.4 Asset disposals
- 3.0 Borrowing, debt and investments**
 - 3.1 Treasury Management
 - 3.2 Borrowing strategy
 - 3.3 Liability benchmark
 - 3.4 Affordable borrowing limit
 - 3.5 Treasury Investment strategy
 - 3.6 Risk Management and Governance
- 4.0 Investments for Service Purposes**
 - 4.1 Service Investments
 - 4.2 Governance
- 5.0 Commercial Activities**
 - 5.1 Purpose of commercial activity
 - 5.2 Risk Management
 - 5.3 Governance
- 6.0 Liabilities and Guarantees**
 - 6.1 Liabilities
 - 6.2 Risk Management and Governance
- 7.0 Revenue Budget Implications**
 - 7.1 Minimum Revenue Provision
 - 7.2 Sustainability
- 8.0 Knowledge and Skills**
 - 8.1 Qualifications

Annex A Risks Inherent in the Council's Investments in Commercial Property

1.0 Introduction

1.1 Introduction

The capital strategy provides a high-level overview of how capital expenditure, capital financing and treasury management activity contribute to the provision of local public services along with an overview of how associated risk is managed and the implications for future financial sustainability.

Decisions made this year on capital and treasury management will have financial consequences for the Council for many years into the future. They are therefore subject to both a national regulatory framework and to local policy framework, summarised in this report.

2.0 Capital Expenditure and Financing

2.1 Capital Expenditure

Capital expenditure is where the Council spends money on assets, such as property or vehicles, that will be used for more than one year. In local government this includes spending on assets owned by other bodies (REFCUS), and loans and grants to other bodies enabling them to buy assets. For details of the Council's policy on capitalisation, see the Council's Code of Financial Management and accounting policies.

In 2024/25, the Council is planning capital expenditure of £26.1m, and for future years is summarised below:

Prudential Indicator Capital Expenditure Estimate	2022/23 Actual £000s	2023/24 Forecast⁽¹⁾ £000s	2024/25 Budget £000s	2025/26 Budget £000s	2026/27 Budget £000s
General Fund	10,195	19,534	26,073	7,214	5,689
Total	10,195	19,534	26,073	7,214	5,689

⁽¹⁾ Q2 forecast

The main capital projects in 2024/25 include Market Towns Programme (£12.5m), Disabled Facilities Grants (£1.7m), and Vehicle Fleet Replacement (£2.3m), Hinchingsbrooke Country Park (£2.7m), CIL grants (£3.2m) and the Housing Fund (£1.7m)

2.2 Governance

Service managers bid annually through the "New Ideas" programme to include new projects in the Council's capital programme. Continuation of replacement schemes such as fleet replacement, or IT hardware/software are considered for inclusion by the

s151 Officer. Schemes where external funding is available or a return on investment is made, will be considered more favourably.

Major capital projects will be monitored through its lifecycle by the Project Works Board (or its equivalent).

All capital expenditure must be financed, either from external sources (government grants and other contributions), the Council's own resources (revenue, reserves and capital receipts) or debt (borrowing and leasing). The planned financing of the above expenditure is as follows:

Capital Financing	2022/23 Actual £000s	2023/24 Forecast⁽¹⁾ £000s	2024/25 Budget £000s	2025/26 Budget £000s	2026/27 Budget £000s
External sources	5,095	12,641	20,638	4,207	4,207
Own resources	3,218	3,500	3,306	3,454	3,725
Internal Borrowing/Debt	1,882	3,393	2,129	(447)	(2,243)
Total	10,195	19,534	26,073	7,214	5,689

⁽¹⁾ Q2 forecast

Debt is only a temporary source of finance, since loans and leases must be repaid, and this is therefore replaced over time by other financing, usually from revenue which is known as minimum revenue provision (MRP). Alternatively, proceeds from selling capital assets (capital receipts) may be used to replace debt finance. Planned MRP and use of capital receipts are as follows:

Replacement of prior years' debt finance	2022/23 Actual £000s	2023/24 Forecast £000s	2024/25 Budget £000s	2025/26 Budget £000s	2026/27 Budget £000s
MRP and Capital Receipts	3,218	3,100	3,306	3,454	3,725

The Council's full minimum revenue provision statement is at Appendix 4.

The Council's cumulative outstanding amount of debt finance is measured by the capital financing requirement (CFR). This increases with new debt-financed capital expenditure and reduces with MRP and capital receipts used to replace debt. The CFR is expected to increase by £2.1m during 2024/25. Based on the above figures for expenditure and financing, the Council's estimated CFR is as follows:

Prudential Indicator Estimate of Capital Financing Requirement	2022/23 Actual £000s	2023/24 Forecast ⁽¹⁾ £000s	2024/25 Budget £000s	2025/26 Budget £000s	2026/27 Budget £000s
General Fund services	72,260	75,653	77,783	77,336	75,093
Total CFR	72,260	75,653	77,783	77,336	75,093

⁽¹⁾ Q2 forecast

2.3 Asset management

To ensure that capital assets continue to be of long-term use, the Council has strategies to manage assets held by services.

2.4 Asset disposals

When a capital asset is no longer needed, it may be sold so that the proceeds, known as capital receipts, can be spent on new assets or to repay debt. Repayments of capital grants, loans and investments also generate capital receipts. The Council plans to receive £0.3m of capital receipts in the coming financial year and following years as follows:

Capital Receipts	2022/23 Actual £000s	2023/24 Forecast ⁽¹⁾ £000s	2024/25 Budget £000s	2025/26 Budget £000s	2026/27 Budget £000s
Asset sales ⁽²⁾	484	350	300	250	200
Loans repaid	178	90	0	0	0
Total	662	440	300	250	200

⁽¹⁾ Q2 forecast

⁽²⁾ Includes right to buy clawback which ceases in 2028/29

3.0 Borrowing, debt and investments

3.1 Treasury Management

Treasury management is concerned with keeping sufficient, but not excessive, cash available to meet the Council's spending needs, while managing the risks involved. Surplus cash is invested until required, while a shortage of cash will be met by short-term borrowing. The Council is typically cash rich in the short-term as revenue income is received before it is spent, but cash poor in the long-term as capital expenditure is incurred before being financed. The revenue cash surpluses are offset against capital expenditure which reduces overall borrowing.

Due to decisions taken in the past, the Council currently (December 2023) has £34.3m borrowing at an average interest rate of 2.8%, and £76.4m treasury investments (bank, MMFs, DMO, property fund) at an average rate of 5.20%

3.2 Borrowing strategy

The Council's main objectives when borrowing are to achieve a low but certain cost of finance while retaining flexibility should plans change in future. These objectives are often conflicting, and the Council therefore seeks to strike a balance between short-term loans (currently available at around 3.60%) and long-term fixed rate loans where the future cost is known but higher (currently 4.6% to 4.9% for 20 years).

The Council does not borrow to invest for the primary purpose of financial return and therefore retains full access to the Public Works Loans Board.

Projected levels of the Council's total outstanding long-term external debt (which comprises borrowing, and leases are shown below, compared with the capital financing requirement (see above).

Prudential Indicator Gross Debt and the CFR	2022/23 Actual £000s	2023/24 Forecast⁽¹⁾ £000s	2024/25 Budget £000s	2025/26 Budget £000s	2026/27 Budget £000s
Debt	34,400	34,271	34,262	34,255	34,255
Leases	600	600	600	600	600
Total	35,000	34,871	34,862	34,855	34,855
Capital Financing Requirement	72,260	75,653	77,783	77,336	75,093

Statutory guidance is that debt should remain below the capital financing requirement, except in the short-term. As can be seen from table 6, the Council expects to comply with this in the medium term.

3.3 Liability benchmark

To compare the Council's actual borrowing against an alternative strategy, a liability benchmark has been calculated showing the lowest risk level of borrowing. This assumes that cash and investment balances are kept to £10m at each year-end. This benchmark is currently £(6.1m) and is forecast to rise to £(22.1)m in 2027/28.

Borrowing and the Liability Benchmark	2023/24 Forecast £000s	2024/25 Budget £000s	2025/26 Budget £000s	2026/27 Budget £000s	2027/28 Budget £000s
Outstanding borrowing	34,271	34,262	34,255	34,255	34,255
Liability benchmark	(8,780)	(11,785)	(14,989)	(18,514)	(22,058)

The table shows that the Council expects to reduce its borrowing towards the liability benchmark over the long-term. It is not expected to reduce to the benchmark because fixed borrowing that took place in the past (and was required at that time), and the Council's current high levels of balance sheet resources (reserves and working capital).

3.4 Affordable borrowing limit

The Council is legally obliged to set an affordable borrowing limit (also termed the authorised limit for external debt) each year. In line with statutory guidance, a lower "operational boundary" is also set as a warning level should debt approach the limit.

Prudential Indicators: Authorised limit and Operational Boundary for external debt	2023/24 Limit £m	2024/25 Limit £m
Authorised limit – General	80	95
Authorised limit – Loans	20	15
Authorised limit – CIS	35	25
Authorised limit – total external debt	135	135
Operational boundary – General	70	75
Authorised limit – Loans	15	15
Authorised limit – CIS	30	25
Operational boundary – total external debt	115	115

Further details on borrowing are in detailed in the Treasury Management Strategy.

3.5 Treasury Investment strategy

Treasury investments arise from receiving cash before it is paid out again. Investments made for service reasons or for pure financial gain are not generally considered to be part of treasury management.

The Council's policy on treasury investments is to prioritise security and liquidity over yield, that is to focus on minimising risk rather than maximising returns. Cash that is likely to be spent in the near term is invested securely, for example with the government, other local authorities or selected high-quality banks, to minimise the risk of loss. Money that could be held for longer terms is generally invested in the DMO. Both near-term and longer-term investments may be held in pooled funds, where an external fund manager makes decisions on which particular investments to buy and the Council may request its money back but with a longer notice period.

Treasury management investments	2022/23 Actual £000s	2023/24 Forecast⁽¹⁾ £000s	2024/25 Budget £000s	2025/26 Budget £000s	2026/27 Budget £000s
Near-term investments	51,521	50,000	45,000	35,000	25,000
Longer-term investments	4,000	4,000	4,000	4,000	4,000
Total	55,521	54,000	49,000	39,000	29,000

Further details on treasury investments are in the Council's Treasury Management Strategy 2024/25.

3.6 Risk Management and Governance

The effective management and control of risk are prime objectives of the Council's treasury management activities. The treasury management strategy therefore sets out various indicators and limits to constrain the risk of unexpected losses and details the extent to which financial derivatives may be used to manage treasury risks.

The treasury management prudential indicators are included in the Treasury Management Strategy

Decisions on treasury management investment and borrowing are made daily and are therefore delegated to the Director of Finance and Corporate Resources and staff, who must act in line with the treasury management strategy approved by Council. Quarterly reports on treasury management activity are presented to Overview and Scrutiny Panel, Cabinet, and Council. The Overview and Scrutiny Panel (Performance and Growth) is responsible for scrutinising treasury management reporting.

4.0 Investments for Service Purposes

4.1 Service Investments

The Council has made investments to assist local public services, including making loans to local organisations. In light of the public service objective, the Council is willing to take more risk than with treasury investments, however it still plans for such investments to break-even and/or generate a surplus.

4.2 Governance

Decisions on service investments are made by the relevant service manager in consultation with the Director of Finance and Corporate Resources, and must meet the criteria and limits laid down in the Treasury Management Strategy. Most loans and shares are capital expenditure, and purchases will therefore also be approved as part of the capital programme.

Further details on service investments are in the Investment Strategy.

5.0 Commercial Activities

5.1 Purpose of commercial activity

The Council has invested in commercial property, the total commercial investments are valued at £70.9m (31/03/2023) with the largest being Tri-link, Wakefield at £14.7m. The total portfolio provides a gross yield (rental income/valuation) of 7.58% for 2022/23.

5.2 Risk Management

With financial return being the main objective, the Council accepts higher risk on commercial investment than with treasury investments. The principal risk exposures include see also Appendix A for further description and mitigation.

- Declining capital values risk
- Rising borrowing costs risk
- Illiquidity of assets risk
- Void risk
- Economic environment risk
- Regulatory risk
- Policy risk
- Resource risk

In order that commercial investments remain proportionate to the size of the Council, these are subject to a 6% gross yield, and contingency plans are in place should expected yields not materialise.

5.3 Governance

Decisions on commercial investments are made by the Director of Finance and Corporate Resources, in line with the criteria and limits approved by Council in the Treasury Management, Capital and Investment Strategies. Property and most other commercial investments are also capital expenditure and purchases will therefore also be approved as part of the capital programme.

Further details on commercial investments and limits on their use are in the Investment Strategy

Further details on the risk management of commercial investments are in the Appendix.

Prudential Indicator:	2022/23	2023/24	2024/25	2025/26	2026/27
Net Income from Commercial and	Actual £000s	Forecast⁽¹⁾ £000s	Budget £000s	Budget £000s	Budget £000s

service investments to net revenue stream					
Total net income from service and commercial investments ⁽¹⁾	4,269	2,774	3,450	3,667	3,735
Net revenue stream	17,303	22,510	25,413	26,432	24,205
Proportion of net revenue stream	25%	12%	14%	14%	15%

⁽¹⁾This includes CCLA property fund, loans to local organisations, and commercial estates.

6.0 Liabilities and Guarantees

6.1 Liabilities

In addition to debt of £34.3m as at 31st December 2023, the Council has also set aside as at 31st March 2023 £1.3m to cover risks from NDR Appeals Provision. The Council is also at risk of having to pay for contingent liabilities of £3.2m as at 31st March 2023, including Contaminated Land (£2.6m) and Municipal Mutual Insurance Liquidation (£0.7m). The Council has not put aside any money because the requirement to pay will only materialise if a future event outside the control of the Council occurs.

6.2 Risk Management and Governance

Decisions on incurring new discretionary liabilities are taken by service managers in consultation with the Director of Finance and Corporate Resources. The risk of liabilities crystallising and requiring payment is monitored by the Finance team. New liabilities are reported to the Director of Finance and Corporate Resources for approval and notification and inclusion in the statement of accounts.

Further details on liabilities are included in the 2022/23 statement of accounts.

7.0 Revenue Budget Implications

7.1 Minimum Revenue Provision

Although capital expenditure is not charged directly to the revenue budget, interest payable on loans and MRP are charged to revenue. The net annual charge is known as financing costs; this is compared to the net revenue stream i.e., the amount funded from Council Tax, business rates and general government grants.

Prudential Indicator: Proportion of	2022/23 Actual £000s	2023/24 Forecast⁽¹⁾ £000s	2024/25 Budget £000s	2025/26 Budget £000s	2026/27 Budget £000s

financing costs to net revenue stream					
Net revenue stream	17,303	22,510	25,413	26,432	24,205
Financing costs (£m)	2,103	1,047	2,344	2,842	3,411
Proportion of net revenue stream	12%	5%	9%	11%	14%

Further details on the revenue implications of capital expenditure are set out in the 2024/25 MTFS.

7.2 Sustainability

Due to the very long-term nature of capital expenditure and financing, the revenue budget implications of expenditure incurred in the next few years can extend for up to 50 years into the future. The Director of Finance and Corporate Resources is satisfied that the proposed capital programme is prudent, affordable and sustainable, on the basis that;

- Services have been involved in the process to identify future capital requirements.
- MRP has been calculated according to the approved policy.
- A business plan will need to be produced for each significant project before it commences.
- Large capital projects will be monitored by the Project Programme Board (where appropriate).
- Capital receipt projections are prudent and based on historic experience.
- The costs of borrowing have been built into the budget and MTFS.

8.0 Knowledge and Skills

8.1 Qualifications

The Council employs professionally qualified and experienced staff in senior positions with responsibility for making capital expenditure, borrowing and investment decisions. For example both the Director of Finance and Corporate Resources and the Finance Manager are qualified accountants. The Council can provide junior staff with funding to study relevant professional qualifications including CIPFA and AAT.

Where Council staff do not have the knowledge and skills required, use is made of external advisers and consultants that are specialists in their field. The Council currently employs treasury management advisers and uses other consultants as specialist tasks are identified. This approach is more cost effective than employing such staff directly and ensures that the Council has access to knowledge and skills commensurate with its risk appetite. The Council's Code of Procurement sets out the regulatory and legal framework for procuring professional services.

Annex A

Risks inherent in the Council's investments in commercial property

	Risk	Description of risk	Mitigation
--	------	---------------------	------------

A	Falling capital value	Reduction in the market value of the property	<p>Commission regular condition surveys</p> <p>Ensure maintenance is carried out (including tenant repairs)</p> <p>Perform regular maintenance</p> <p>Plan capital improvements</p> <p>Monitor general market movements, if falling consider divestment of some of the portfolio</p> <p>Use active asset management including negotiation leases before terminations to maintain asset values</p>
B	Rising borrowing costs	Increase in the cost of servicing loan interest	Only use fixed rate borrowing
C	Illiquidity of assets	Assets cannot be sold in the short-term	<p>Keep sufficient funds in short-term investments</p> <p>Keep funds in the CCLA property fund, which is property based but is available to sell quicker than property</p> <p>Keep open channels to short-term borrowing</p> <p>Seek relationships with other local authorities that have surplus cash</p> <p>Maintain properties to make them more desirable if a sale is required</p>
D	Void risk	Empty properties reduce rental income	<p>Market empty properties on an active basis</p> <p>Keep close contact with tenants so their intentions are known</p> <p>Monitor tenant covenant</p>
E	Economic environment risk	General economic condition worsen leading to reduced demand for commercial properties	Diversify the portfolio geographically and by type (retail, commercial, industrial)

F	Regulatory risks	Changes to legislation or accounting regulations effect the operation of the CIS	<p>Maintain awareness of the direction of Government and Treasury policies.</p> <p>Influence policy direction through nation groups, e.g. CIPFA, LGA, s151.</p> <p>Respond to consultations on relevant regulation changes</p>
G	Policy risks	Changes to Council priorities lead to lack of corporate support for the CIS	<p>Influence corporate policy through officer forums Maintain relationships with political leadership</p> <p>Market the CIS internally to ensure the strategy is understood</p> <p>Integrate the CIS income streams into the budget</p>
H	Resource risk	Lack of resource in terms of skills and time	<p>Pay market salaries to recruit and retain the people with the right skills and experience</p> <p>Provide training to keep skills up to date</p> <p>Have sufficient budget to buy in professional skills and advice when required</p> <p>Provide member commercial investment training</p>

Investment Strategy 2024/25

Contents

- 1.0 Introduction**
- 2.0 Treasury Management Investments**
 - 2.1 Contribution
 - 2.2 Further Details
- 3.0 Service Investments: Loans**
 - 3.1 Contribution
 - 3.2 Security
 - 3.3 Risk Assessment
- 4.0 Service Investments: Shares**
 - 4.1 Contribution
 - 4.2 Security
 - 4.3 Risk Assessment
 - 4.4 Liquidity
 - 4.5 Non-Specified Investments
- 5.0 Commercial Investments: Property**
 - 5.1 Contribution
 - 5.2 Security
 - 5.3 Risk Assessment
 - 5.4 Liquidity
- 6.0 Loan Commitments and Financial Guarantees**
- 7.0 Proportionality**
- 8.0 Borrowing In Advance of Need**
- 9.0 Capacity, Skills and Culture**
 - 9.1 Elected Members and Statutory Officers
 - 9.2 Commercial Deals
 - 9.3 Corporate Governance
- 10.0 Investment Indicators**
 - 10.1 Total Risk Exposure

10.2 How Investments are Funded

10.3 Rate of Return Received

Annex A Commercial Investment Property Listing

1.0 Introduction

The Council invests its money for three broad purposes:

- because it has surplus cash as a result of its day-to-day activities, for example when income is received in advance of expenditure (known as **treasury management investments**),
- to support local public services by lending to or buying shares in other organisations (**service investments**), and
- to earn investment income (known as **commercial investments** where this is the main purpose).

This investment strategy meets the requirements of statutory guidance issued by the government in December 2021, and focuses on the second and third of these categories.

2.0 Treasury Management Investments

The Council typically receives its income in cash (e.g., from taxes and grants) before it pays for its expenditure in cash (e.g., through payroll and invoices). It also holds reserves for future expenditure and collects local taxes on behalf of other local authorities and central government. These activities, plus the timing of borrowing decisions, lead to a cash surplus which is invested in accordance with guidance from the Chartered Institute of Public Finance and Accountancy. The balance of treasury management investments is expected to fluctuate between £25.0m and £55.0m during the 2024/25 financial year.

2.1 Contribution

The contribution that these investments make to the objectives of the Council is to support effective treasury management activities.

2.2 Further Details

Full details of the Council's policies and its plan for 2024/25 for treasury management investments are covered in a separate document, the Treasury Management Strategy.

3.0 Service Investments: Loans

3.1 Contribution

The Council has lent to local organisations to support local public services and stimulate local economic growth.

Urban and Civic Loan – A loan was provided to Urban and Civic to fast forward the construction of Incubator II on the Enterprise Zone at Alconbury.

3.2 Security

The main risk when making service loans is that the borrower will be unable to repay the principal loaned and/or the interest due. In order to limit this risk, and ensure that total exposure to service loans remains proportionate to the size of the Council, upper limits on the outstanding loans to each category of borrower have been set as follows:

Borrower	31/03/2023 Actual £000s	31/12/2023 Actual £000s	2024/25 Limit £000s
Cambridge Regional College	88	0	Not split across categories
Huntingdon Gymnastics Club	4	0	
Urban and Civic Ltd	1,984	1,984	
Somersham Parish Council	5	4	
Improvement Loans (DFGs)	300	273	
Employee Loans	8	8	
Rental Deposits	28	28	
Total	2,417	2,297	

Accounting standards require the Council to set aside loss allowance for loans, reflecting the likelihood of non-payment. However, the Council makes every reasonable effort to collect the full sum loaned and has appropriate credit control arrangements in place to recover overdue repayments.

3.3 Risk assessment

The Council assesses the risk of loss before entering into and whilst holding service loans by:

1. A robust acquisition due diligence process and subsequent approvals
2. Liability management (reviews of debt levels and terms)
3. Counterparty risk (financial exposures, potential defaults, changing business plans, credit rating)
4. Market factors (with periodic advice from appropriate professionals)

5. State Aid considerations
6. Use of professional treasury and financial advisors

The Dun and Bradstreet Credit Reports are used to provide credit reports on the borrowers. The reports provide the following:

- Risk Assessment
- Trade Payments
- Legal Events
- Corporate Linkage
- Company Profile
- Financials
- Registry Info

The credit reports have a tracking feature which notifies the Council regarding any updates on a borrower's credit. Other sources such as Companies House and news sites provide the Council with extra information to assess and monitor risk.

4.0 Service Investments: Shares

4.1 Contribution

The Council will invest in the shares of its subsidiaries, to support local public services and stimulate local economic growth. The Council will be the sole shareholder of its subsidiary HDC Ventures Limited. The purpose of HDC Ventures is to enable the Council to participate in commercial trading activities.

4.2 Security

One of the risks of investing in shares is that they fall in value meaning that the initial outlay may not be recovered. In order to limit this risk, upper limits on the sum invested in each category of shares have been set as follows.

Shares Held	31/12/2023 Invested £000s	31/12/2023 Gain/Loss £000s	31/12/2023 Value £000s	2024/25 Limit £000s
Subsidiary	0	0	0	1,000
Total	0	0	0	1,000

4.3 Risk assessment

The risk will be assessed as the company matures and contracts are developed.

4.4 Liquidity

Each investment will be considered by Cabinet and the maximum period set will be on a case-by-case basis.

4.5 Non-specified Investments

The Council has limited the amount that can be invested in non-specified investments, this limit is £10m. The investments are categorised as non-specified because the term of the investment is or likely to be longer than 1 year. There is more detail in the Treasury Management Strategy (TMP1).

5.0 Commercial Investments: Property

MHCLG defines property to be an investment if it is held primarily or partially to generate a profit.

5.1 Contribution

The Council faces considerable financial challenges over the medium term. To achieve financial sustainability, the Commercial Investment Strategy was approved. The Council invests in local and regional UK commercial property with the intention of income generation which will help fund public services. For fulling listing of properties see Annex A.

Commercial Investment Property (Summary)	31/03/2022 Value £000s	31/12/2023 Gain/(Loss) £000s	31/03/2023 Value £000s
Legacy Properties;			
Huntingdon	24,796	(3,197)	21,599
St Ives	1,564	(149)	1,415
St Neots	7,605	(291)	7,314
	33,965	(3,637)	30,328
CIS Properties			
2 Stonehill	2,338	143	2,481
80 Wilbury Way	1,775	98	1,873
Shawlands Retail Park	5,523	532	6,055
1400 & 1500 Parkway	4,150	(113)	4,037
Rowley Arts Centre, St Neots	3,303	3,338	6,641
Little End Road, St Neots	3,290	31	3,321
Tri-link, Wakefield	14,200	548	14,748
Alms Close	1,522	(75)	1,447
	36,101	4,502	40,603
Total	70,066	865	70,931

5.2 Security

In accordance with government guidance, the Council considers a property investment to be secure if in the long-term its accounting valuation is generally at or higher than its purchase price.

A fair value assessment of the Council's investment property portfolio is made on an annual basis.

5.3 Risk assessment

The Council assesses the risk of loss before entering into and whilst holding property investments. The strategic objectives of the Commercial Investment Strategy are designed to mitigate risk by:

- Having the fundamental aim of an income rather than capital return (although the latter is part of the strategy).
- Adopting a portfolio approach so as to avoid concentration of risk in any one property, tenant or risk type.

In addition, CIS risk will be managed having regard to the following factors:

1. A robust acquisition due diligence process and subsequent approvals
2. Asset management plans and on-going reviews
3. Liability management (reviews of debt levels and terms)
4. Tenants' assessments (financial exposures, potential defaults, changing business plans, credit rating)
5. Portfolio factors including occupancy levels, operating costs.
6. Delivery partners (suitability, performance levels and financial stability)
7. Market factors (with periodic advice from appropriate professionals)
8. State Aid considerations
9. Professional advisors

External advisors are used when appropriate e.g., to undertake independent valuations prior to acquisition, asset valuation or when there is a lack of expertise in-house regarding an industry.

The Dun and Bradstreet Credit Reporter are used to provide credit reports on the tenants. The reports provide the following:

- Risk Assessment
- Trade Payments
- Legal Events

- Corporate Linkage
- Company Profile
- Financials
- Registry Info

The credit reports have a tracking feature which notifies the Council regarding any updates on a tenant's credit. Other sources such as Companies House and news sites provide the Council with extra information to assess and monitor risk.

5.4 Liquidity

Compared with other investment types, property is relatively difficult to sell and convert to cash at very short notice. To ensure that the invested funds can be accessed or liquidated, the Council will review investments regularly to ensure rental income is maximised (through rent reviews and lease renewals) and undertake asset management (re-letting, repairs, improvements etc) to ensure any proceeds from sale are maximised if assets are liquidated. Regular review of the property investment market will identify potential changes in market conditions and identify optimum opportunities to sell assets.

6.0 Loan Commitments and Financial Guarantees

Although not strictly counted as investments, since no money has exchanged hands yet, loan commitments and financial guarantees carry similar risks to the Council. At this moment in time the Council does not have any financial guarantees.

7.0 Proportionality

The Council is dependent on profit generating investment activity to achieve a balanced revenue budget. The table below shows the extent to which the expenditure planned to meet the service delivery objectives and/or place making role of the Council is dependent on achieving the expected net profit from investments over the lifecycle of the Medium-Term Financial Strategy. Should it fail to achieve the expected net profit, the Council's contingency plans for continuing to provide these services, are to use reserves where necessary to offset any negative variances in the final outturn. Unallocated general fund balances and budget surplus reserve can be used in case of a downturn in investment income to meet any detrimental effect.

Proportionality of Investments	2022/23 Actual £000s	2023/24 Forecast £000s	2024/25 Budget £000s	2025/26 Budget £000s	2026/27 Budget £000s
Gross service expenditure	83,412	82,619	81,168	78,839	75,936
Net Investment income	4,269	2,774	3,450	3,667	3,735

Proportion	5%	3%	4%	5%	5%
------------	----	----	----	----	----

8.0 Borrowing in Advance of Need

Government guidance is that Councils must not borrow more than or in advance of their needs purely in order to profit from the investment of the extra sums borrowed.

The Council has previously borrowed to invest in commercial property however the Council now expects not to invest in property in future purely for yield.

9.0 Capacity, Skills and Culture

9.1 Elected members and statutory officers

Through formal Treasury and Capital Management Group meetings, members are provided with updates on:

- The property investment market.
- Performance of current property assets – income growth, capital values, voids and debt.
- Review of investment opportunities investigated.
- Analysis of the investment portfolio by value, location, and property type.

More informal and regular updates are provided on the progress of individual key transactions, opportunities and market changes.

Key staff are appropriately professionally qualified, maintain annual CPD and maintain professional networks with other investors and advisors.

9.2 Commercial Deals

The Commercial Estates and Finance teams work closely to ensure the core principles of the prudential framework are maintained, co-authoring guidance notes and reviewing any revision to published guidelines.

9.3 Corporate governance

The Commercial Investment Strategy has published delegated Council levels and process for investment decisions, these are adhered to.

The Treasury and Capital Management Group are consulted early on any investment opportunities and provided with regular progress reports in addition to formal approval reports and a further report on due diligence findings prior to formal commitments. A report to Cabinet in relation to the purchase is made before the deal is finally completed.

10.0 Investment Indicators

The Council has set the following quantitative indicators to allow elected members and the public to assess the Council's total risk exposure as a result of its investment decisions.

10.1 Total risk exposure

The first indicator shows the Council's total exposure to potential investment losses. This includes amounts the Council is contractually committed to lend but have yet to be drawn down and guarantees the Council has issued over third-party loans.

Investment Exposure	31/03/2023 Actual £000s	31/03/2024 Forecast £000s	31/03/2025 Forecast £000s
Treasury management investments	51,521	40,000	45,000
Service investments: Loans	2,080	2,000	2,000
Service investments: Shares	0	0	100
Property Fund	4,000	4,000	4,000
Commercial investments: Property	70,931	70,931	70,931
Total Investments	128,532	116,931	122,031
Commitments to lend	0	0	0
Guarantees issued on loans	0	0	0
Total Exposure	128,532	116,931	122,031

10.2 How investments are funded

Government guidance is that these indicators should include how investments are funded. Since the Council does not normally associate particular assets with particular liabilities, this guidance is difficult to comply with. However, the following investments could be described as being funded by borrowing. The remainder of the Council's investments are funded by usable reserves and income received in advance of expenditure.

Investments Funded by Borrowing	31/03/2023 Actual £000s	31/03/2024 Forecast £000s	31/03/2024 Forecast £000s
Treasury management investments	0	0	0
Service investments: Loans	83	0	0
Service investments: Shares	0	0	0
Commercial investments: Property	24,255	24,255	24,255
Total Funded by Borrowing	24,338	24,255	24,255

10.3 Rate of return received

This indicator compares the investment income received to the purchase price of the investment. Note that due to the complex local government accounting framework, not all recorded gains and losses affect the revenue account in the year they are incurred.

Investment Yields	2022/23 Actual %	2023/24 Forecast %	2024/25 Forecast %
Treasury management investments	3.8	2.5	2.5
Property Fund	4.0	5.0	6.0
Service investments: Loans	4.2	3.0	2.5
Commercial investments: Property	7.6	5.9	6.7
All Investments (simple average)	4.9	4.1	4.4

10.4 Commercial Investment Indicators

Commercial Investment Indicators	2022/23 Actual	2023/24 Forecast	2024/25 Forecast
Interest Cover Ratio	2.9	1.7	2.1
Loan to Value Ratio	104.9%	104.9%	104.9%
Gross Rent Multiplier	14.3	12.7	13.6

Interest cover ratio is used to measure how readily a business can pay the interest due on loans. The higher the number, the increased likelihood that the interest will be paid. The reduction from 2022/23 to 2023/24 is due to the Fareham units being vacant. Loan to value is the value of the loan to the value of the property. If the percentage is over 100% that means the value of loan is more than the value of the property. Gross rent multiplier is the value of a property compared to its annual rental income the lower the number the more attractive the investment is.

Commercial Investment Property Listing
Annex A

Commercial Investment Property	31/03/2022 Value £000s	Gain/(Loss) £000s	31/03/2023 Value £000s
Legacy Properties;			
Huntingdon			
Cinema and Shops	329	211	540
Oak Drive Shops	906	71	977
Mayfield Road Shops	888	(138)	750
Pub Site Sapley Square	150	43	193
Oak Tree Health Centre	14,074	(2,288)	11,786
Clifton Road Industrial Units	2,065	(240)	1,825
Alms Close Industrial Units	1,706	(253)	1,453
Land Clifton Road	137	7	144
Land St Peters Road	4,075	(1,145)	2,930
Land Redwongs Way	406	(26)	380
Phoenix Court Units	60	561	621
	24,796	(3,197)	21,599
St Ives			
Library Row Shops	482	50	532
Enterprise Centre	1,082	(199)	883
	1,564	(149)	1,415
St Neots			
Queens Gardens Shops	482	(52)	430
Naseby Gardens Shops	293	(20)	273
Leys Road Shops	146	(29)	117
Cambridge Street Shops	128	12	140
Cambridge Street Warehouse and Yard	790	(71)	719
Levellers Lane Industrial Units	5,092	128	5,220
Caravan Site Rush Meadows	555	(298)	257
Café Riverside Park	119	39	158
	7,605	(291)	7,314
Total	33,965	(3,637)	30,328
CIS Properties			
2 Stonehill, Huntingdon	2,338	143	2,481
80 Wilbury Way, Hitchin	1,775	98	1,873
Shawlands Retail Park, Sudbury	5,523	532	6,055
1400 & 1500 Parkway, Fareham	4,150	(113)	4,037
Rowley Arts Centre, St Neots	3,303	3,338	6,641
Little End Road, St Neots	3,290	31	3,321
Tri-link, Wakefield	14,200	548	14,748
Alms Close, Huntingdon	1,522	(75)	1,447
	36,101	4,502	40,603
Total	70,066	865	70,931

MINIMUM REVENUE PROVISION STATEMENT 2024/25

1.0 Introduction

- 1.1 Under Regulation 27 of the Local Authorities (Capital Finance and Accounting) (England) Regulations 2003, where the Council has financed capital expenditure by borrowing it is required to make a provision each year through a revenue charge (MRP).

The Council is required to calculate a prudent provision of MRP which ensures that the outstanding debt liability is repaid over a period that is reasonably commensurate with that over which the capital expenditure provides benefits. The MRP Guidance (2018) gives four ready-made options for calculating MRP, but the Council can use any other reasonable basis that it can justify as prudent.

The MRP policy statement requires full Council approval in advance of each financial year.

- 1.2 The broad aim of the DLUHC Guidance is to ensure that capital expenditure is financed over a period that is either reasonably commensurate with that over which the capital expenditure provides benefits.
- 1.3 The Council has two MRP policies reflecting the range of capital financing options required for different service scenarios.

2.0 MRP Policy - General

- 2.1 The following statement incorporates options recommended in the Guidance;

- 2.2 From 1st April 2008 for all unsupported borrowing the MRP policy will be;

Asset life method (annuity) – MRP will be based on the estimated life of the assets;

- 2.3 Capital expenditure incurred during 2024/25 will not be subject to an MRP charge until 2025/26. Or in the year after the asset becomes operational for instance if the asset is added to the Assets Under Construction category of property, plant and equipment.
- 2.4 The Council will apply the asset life method for any expenditure capitalised under a Capitalisation Direction.
- 2.5 MRP in respect of assets acquired under Finance Leases or PFI will be charged at an amount equal to the principal element of the annual repayment

3.0 MRP Policy - Loans to Third Parties

- 3.1 For capital expenditure on loans to third parties where the principal element of the loan is being repaid in annual instalments, the capital receipts arising from the principal loan repayments will be used to reduce the CFR instead of MRP.
- 3.2 Where no principal repayment is made in a given year, MRP will be charged at a rate in line with the life of the assets funded by the loan.
- 3.2 In November 2021 DLUHC started a consultation on changes to the capital framework – minimum revenue provision, the consultation ended in February 2022. The consultation suggested that the provision to not make an MRP provision when loans are advanced under the capital accounting regulations may be removed. If this is the case then this policy will not be used, and the general MRP policy will be used instead.

Flexible Use of Capital Receipts Strategy 2024/25

1.0 Introduction

As part of the November 2015 Spending Review, the Government announced that it would introduce flexibility for the period of the Spending Review for local authorities to use capital receipts from the sale of non-housing assets to fund the revenue costs of service reform and transformation. Guidance on the use of this flexibility was issued in March 2016 which applied to the financial years 2016/17 through to 2019/20. It was subsequently extended to 2021/22 and has now been extended again for 3 years from 2022-23 until 31st March 2025.

Ordinarily only expenditure qualifying as capital may be funded from capital receipts.

2.0 The Guidance

The guidance issued by the Secretary of State under section 15(1)(a) of the Local Government Act 2003 specified that;

- Local authorities will only be able to use capital receipts from the sale of property, plant and equipment received in the years in which this flexibility is offered. They may not use their existing stock of capital receipts to finance the revenue costs of reform.
- Local authorities cannot borrow to finance the revenue costs of the service reforms.
- The expenditure for which the flexibility can be applied should be the up-front (set up or implementation) costs that will generate future ongoing savings and/or transform service delivery to reduce costs or to improve the quality of service delivery in future years. The ongoing revenue costs of the new processes or arrangements cannot be classified as qualifying expenditure.
- The key determining criteria to use when deciding whether expenditure can be funded by the new capital receipts flexibility is that it is forecast to generate ongoing savings to an authority's net service expenditure.
- In using the flexibility, the Council will have due regard to the requirements of the Prudential Code, the CIPFA Local Authority Accounting Code of Practice and the current edition of the Treasury Management in Public Services Code of Practice.

- The Council is also required to prepare a “Flexible use of capital receipts strategy” before the start of the year to be approved by Council which can be part of budget report to Council.

The guidance sets out examples of qualifying expenditure which includes;

- Sharing back-office and administrative services with one or more other Council or public sector bodies;
- Investment in service reform feasibility work, e.g., setting up pilot schemes;
- Collaboration between local authorities and central government departments to free up land for economic use;
- Funding the cost of service reconfiguration, restructuring or rationalisation (staff or non-staff), where this leads to ongoing efficiency savings or service transformation;
- Sharing Chief-Executives, management teams or staffing structures;
- Driving a digital approach to the delivery of more efficient public services and how the public interacts with constituent authorities where possible;
- Aggregating procurement on common goods and services where possible, either as part of local arrangements or using Crown Commercial Services or regional procurement hubs or Professional Buying Organisations;
- Improving systems and processes to tackle fraud and corruption in line with the Local Government Fraud and Corruption Strategy – this could include an element of staff training;
- Setting up commercial or alternative delivery models to deliver services more efficiently and bring in revenue (for example, through selling services to others);
- Integrating public facing services across two or more public sector bodies (for example children’s social care, trading standards) to generate savings or to transform service delivery.

In August 2022 the DLUHC issued a letter to local authorities to amend the guidance. The letter issued makes it clear that capital receipts can only be used flexibly, where the Council does not retain any control over the asset that

has been sold. This prevents a local authority from selling an asset to, for instance, a subsidiary company or joint arrangement, and subsequently use the capital receipt flexibly but also retain some control over the asset.

3.0 The Council's Proposals

The Council intends to use flexibility over capital receipts to support the following transformational projects: **Not applicable**

The Council currently has no plans to use capital receipts for transformational purposes, if circumstances change then a revised strategy will be produced and approved.

Public
Key Decision - No

HUNTINGDONSHIRE DISTRICT COUNCIL

Title/Subject Matter:	Pay Policy Statement 2024/2025
Meeting/Date:	Employment Committee – 7 February 2024, Full Council - 21 February 2024
Executive Portfolio:	Cllr Lara Davenport Ray, Executive Councillor for Climate and Environment
Report by:	Strategic HR Manager
Ward(s) affected:	N/A

Executive Summary:

The Localism Act 2011, requires for each local authority to produce and publish an annual Pay Policy Statement. The purpose of the Pay Policy Statement is to ensure transparency and accountability with regards to our approach to setting pay.

The Statement must be agreed by Full Council and published on our Website by 31st March 2024. It must set out the authority's policies relating to the remuneration of its chief officers, the remuneration of its lowest-paid employees and the relationship between the remuneration of chief officers and of other employees. Including the ratio of pay of the top earner and that of the median earner.

The Pay Policy Statement attached sets out the Council's current policies and standard practices and should satisfy the requirements of the Localism Act 2011. Much of the information required is already published by the Council on its website.

Once adopted, the Pay Policy Statement will be publicised on the Council's website along with the data on senior salaries that is already published (under the Code of Recommended Practice for Local Authorities on Data Transparency 2011) through the Annual accounts.

The Statement was endorsed by the Employment Committee at their meeting on 7 February 2024, who agreed that it should be forwarded to Council.

The Council is

RECOMMENDED

To approve the attached Pay Policy Statement for 2024/25.

1. PURPOSE OF THE REPORT

- 1.1 The report draws Employment Committee and then the Council's attention to the Annual Pay Policy Statement for 2024/25.

2. WHY IS THIS REPORT NECESSARY/BACKGROUND

- 2.1 The Localism Act 2011 requires each local authority to produce an annual Pay Policy Statement. The purpose of the Pay Policy Statement is to ensure transparency and accountability with regards to our approach to setting pay.
- 2.2 Employment Cttee are asked to review and agree the Pay Policy statement, which can then be taken to full council, before publication on our website by 31 March 2024.

3. KEY IMPACTS / RISKS

- 3.1 It is a statutory requirement for the Council to publish this Annual Pay Policy statement.

4. WHAT ACTIONS WILL BE TAKEN/TIMETABLE FOR IMPLEMENTATION

- 4.1 Employment Committee to review on 7th February, Full Council to approve on 21st February. Publication on HDC Website by 31st March 2024.

5. LIST OF APPENDICES INCLUDED

Appendix 1 –2024/25 Pay Policy Statement HDC

CONTACT OFFICER

Name/Job Title: Nicki Bane, Strategic HR Manager
Tel No: 01480 388422
Email: nicki.bane@huntingdonshire.gov.uk

PAY POLICY STATEMENT 2024 - 2025

1. Introduction and scope

- 1.1. This Pay Policy Statement is produced in accordance with the Localism Act 2011 and sets out Huntingdonshire District Council's approach, to ensure transparency and accountability with regards to setting pay.
- 1.2. The Pay Policy Statement identifies:
 - The method by which salaries and severance payments are determined.
 - The detail and level of remuneration of the council's most senior managers, that is the Managing Director and the Senior Leadership Team, which accords with the requirements of the Localism Act 2011.
 - The detail and level of remuneration for the lowest level of post.
 - The ratio of pay of the top earner and that of the median earner.
- 1.3. The localism Act refers to posts of Chief Executive, Chief Officer and Deputy Chief Officer (those that report to a Chief Officer). Whilst the Council does not employ any post with the designation Chief Officer or Deputy Chief Officer, it is considered for the purposes of this legislation that the definition relates to posts of Managing Director as Head of Paid Service; Directors: Assistant Directors; and Heads of Service.
- 1.4. This policy applies to those employed on Huntingdonshire District Council's terms and conditions of employment, whose remuneration (including rates of pay and terms and conditions) are determined by and within the control of the authority. It therefore doesn't apply to staff that transferred to the Council under TUPE as they retain their previous terms, conditions, and policies.
- 1.5. This updated Pay Policy Statement will be published on the Council's website as soon as possible following Full Council Approval and by 31 March 2024.
- 1.6. This Statement will be reviewed annually and amended as necessary to reflect the prevailing legislation at the time. The information and data in this Statement is current as of 30 January 2024. This Pay Policy Statement reflects the pay arrangements for the year up to 31 March 2025.

2. Remuneration

- 2.1. When determining the pay and remuneration of all employees, Huntingdonshire District Council will comply with the Equality Act 2010.

Appendix 1.

- 2.2. The salary scale is determined by the Job-evaluated grade and any salary progression is subject to exceptional performance and subject to affordability as outlined in the Councils Pay Policy.
- 2.3. The Council may apply a locally agreed cost of living pay award to the salaries.
- 2.4. The Council does not pay bonuses or offer any benefits in kind.

3. Senior Management Pay

3.1. Chief Executive

The Chief Executive Officer is the Council's Head of Paid Service. This salary is currently paid in line with the Council's pay scales grade MD (£136,244 - £153,635). Under current arrangements, any change to the pay level of the role of MD needs to be agreed by the Leader. The salary will attract a cost of living increase.

Head of Paid Service appointments are approved by Full Council following the recommendation of such an appointment by a panel which must include the relevant Executive Councillor and appointment salary for this post will be within the pay grade MD.

The Managing Director (Head of Paid Service) is additionally the Council's Returning Officer and Electoral Registration Officer. The responsibility of this role is one of a personal nature distinct from duties as an employee of the Council. Election fees are paid for these additional duties and they are paid separately to salary.

The fees for UK Parliamentary, Police and Crime Commissioner and national referendums are set by the Government and so does not constitute a cost to the Council. The fees for the County Council election are set by the County Council and the fees for the Combined Authority Mayoral election are set by the Combined Authority. Fees for UK Parliamentary and District elections are pensionable. Fees for local elections are paid in accordance with a scale of fees and charges as agreed by Cambridgeshire Chief Executives.

Other Officers, including Senior Officers in the scope of this policy, may receive additional payment for specific election duties.

3.2 Other Senior Managers Pay

The Council's pay scales for these posts are locally agreed and as follows:

Directors

The salary scale is AD within the range £89,284 - £100,879

Assistant Directors:

The salary is a spot salary on SM plus grade £82,659

Heads of Service

The salary scale is SM within the range of £68,412 - £77,688

Section 151 Officer and Monitoring Officer

A Statutory Responsibility Allowance is paid to the Council's Section 151 Officer and the Deputy Section 151 Officer. The Section 151 Officer is paid an annual allowance of £5,000 in addition to their salary for these responsibilities and the Deputy Section 151 Officer is paid an annual allowance of £2,500.

The role of Monitoring Officer is undertaken by the joint Head of Legal, shared with Cambridge City Council and South Cambridgeshire District Council under the 3C shared services arrangement.

4. Remuneration of other employees

- 4.1 Terms and Conditions are in accordance with local agreements and the NJC conditions of service for Local Government Services, with the exception of section 5.2, 5.4 part 2.
- 4.2 The pay spine used by the Council is locally agreed and any cost of living, discussed locally will be applied to the pay scales. Pay progression within grades, for employees is based on exceptional performance and affordability in line with the Council's Pay policy.
- 4.3 All posts are evaluated using the Inbucon evaluation scheme. Apprentices are paid above the statutory minimum National Apprenticeship Wage.
- 4.4 Attraction and Retention - Salaries on appointment to all posts are determined in accordance with the Council's Pay Policy. New appointments will normally be made at the minimum point of the relevant grade, although appointing managers have discretion to vary where necessary to secure the best candidate and in line with relevant council policy.
- 4.5 Pay supplements – The council may in exceptional circumstances and if specific criteria are met, use Market Supplements to make additional Payments to reflect the market rate, for those roles where evidence exists of recruitment and retention issues. This policy applies to all roles and requires Director approval and is reviewed regularly to ensure compliance with relevant legislation and in accordance with the Council's Pay Policy.
- 4.6 All temporary appointments, acting up arrangements, secondments and honorarium payments are approved in accordance with the Council's policies and procedures. Such payments are only made on an exception basis on the submission of a business case and at the discretion of the appropriate Chief Officer.

- 4.7 Business Mileage costs are aligned to the HMRC benchmark Rates.
- 4.8 Pay protection – in line with the Council’s redundancy policy and to mitigate redundancy for employees at risk who accept a post that is one grade lower than their current grade, pay protection will apply for a period of one year (6 months at the full difference between the old pay and new pay and 6 months at 50% of the difference between the old pay and new pay).

5. **Lowest paid employees**

- 5.1 For the purposes of the Pay Policy Statement, the Council’s pay scales define the lowest paid employees as those whose salary falls within the lowest grade A, spinal column 4, with a salary of £20,306. Apprentices are not included within the definition of lowest paid employees.

6. **Pay multiples**

- 6.1 The idea of publishing the ratio of the pay of an organisation’s top earner to that of its median earner (the person in the middle of all earners) has been recommended to support the principles of Fair Pay (Will Hutton 2011) and for transparency.
- 6.2 The council’s Median Salary is based on the salary which is the numerical ‘mid-point’ when the organisations salaries are arranged from top to bottom in order of size. It is based purely on the actual salary assigned to the post (assuming the post is worked at 1 Full Time Equivalent). Salaries of vacant posts, Variable members of staff, contractors, and other non-employees are not used for the purposes of this calculation.
- 6.3 As at January 2024, the Council’s full time equivalent **Median Pay**, was £25,655 (equating to spinal column point 16 on the Council’s pay scale).
- 6.4 **Pay Ratio** The ratio of pay of the top earner in 2023/24 Chief Executive Officer and that of the median earner is 1 to 5.3. It is the Council’s policy that the salary of the Chief Executive Officer will be no greater than 8x the median earner of the Council’s workforce.

7 **Pension provisions**

- 7.1 The Local Government Pension Scheme (LGPS) is open to all employees up to 75 years of age and with a contract of more than 3 months’ duration. Details are set out on the LGPS website.
- 7.2 No additional pension payment to the Local Government Pension Scheme is made to Chief Officers.
- 7.3 Employees have a right to belong to the Local Government Pension Scheme. The employee contribution rates, which are defined by

statute, currently range between 5.5 per cent and 12.5 per cent of pensionable pay depending on full time equivalent salary levels. The employer contribution rates is fixed at 17.3%.

8 Severance provisions for all employees including Chief Officers

- 8.1 HDC Severance payments are made in accordance with the Council's Redundancy Policy as approved by Employment Panel in August 2014 and applicable legislation and are the same for all staff unless they are protected by TUPE.
- 8.2 Employees with more than two years' service will be entitled to redundancy pay in line with local government guidelines and statutory calculations. Where an employee is entitled to a redundancy payment, the calculation is based on the employee's actual weekly pay.
- 8.3 Settlement agreements will only be used in exceptional circumstance where they represent best value for the Council.

9 Publication of pay data

- 9.1 In accordance with the requirements of the Local Government Transparency Code 2015 and the Localism Act 2011. Details of the remuneration paid to all members of the Council Leadership Team can be found in the Councils annual statement of accounts.
- 9.2 In line with the Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017 which became effective 31st March 2017, the Council's publishes its Gender Pay Gap reporting annually on the Councils website. The next report will be finalised and published in line with regulations by 30 March 2024.
- 9.3 The Localism Act 2011 requires relevant authorities to prepare a Pay Policy Statement for each subsequent financial year. Our next Statement is scheduled to be for 2025/26 and will be submitted to Full Council for approval by 31 March 2025.
- 9.4 Should it be necessary to amend this Pay Statement again during the year that it applies, an appropriate resolution will be made by Full Council.

Summary:

Date	January 2024
Related Legislation	Localism Act 2011
Replaces	Pay Policy Statement 2024/2025
Policy Author	Nicki Bane, Strategic HR Manager
Applies to	All employees of Huntingdonshire District Council

Appendix 1.

This page is intentionally left blank

Public
Key Decision - No

HUNTINGDONSHIRE DISTRICT COUNCIL

Title/Subject Matter:	Appointment of Lead and Deputy Independent Persons
Meeting/Date:	Corporate Governance Committee – 24 January 2024 Council – 21 February 2024
Executive Portfolio:	Councillor S J Conboy, Executive Leader
Report by:	Elections and Democratic Services Manager & Deputy Monitoring Officer
Ward(s) affected:	All

Executive Summary

The Localism Act 2011 established the requirement for every principal authority to appoint one or more Independent Persons whose views must be sought and considered when dealing with allegations that members have breached the Code of Conduct. The terms of office of the current Lead and Deputy Independent Persons expire on 30th April 2024.

The Council is responsible for ensuring that the requirement to have Independent Persons is complied with.

The role of the Independent person has since been widened under the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2015. These new regulations changed the localised disciplinary process in relation to the Council's Head of Paid Service, the Chief Finance Officer and the Monitoring Officer Statutory Positions. In the case of any proposed disciplinary action against such a Statutory Officer, the Council is required to appoint the Independent Persons who have been appointed for the purposes of the Member's Code of Conduct regime to the Independent Panel who make recommendations to Council regarding any decision to dismiss a statutory officer.

After consultation with the current Lead Independent Person, it is recommended that the appointment of Mrs Gillian Holmes is reaffirmed. The Council is

RECOMMENDED

for the purposes of Section 28 of the Localism Act 2011, to affirm the re-appointment of Mrs Gillian Holmes to the post of Lead Independent Person for a further two-year period to 30th April 2026

without the need for further ratification in each year by the Council at its Annual Meeting.

1. WHAT IS THIS REPORT ABOUT?

- 1.1 This report provides the Corporate Governance Committee with an opportunity to recommend to Council the appointment of Independent Persons as required by the Localism Act 2011.

2. BACKGROUND

- 2.1 The Localism Act 2011 requires every principal authority to appoint one or more Independent Persons. The Act contains strict rules preventing a person from being appointed if they are a friend or relative to any member or officer of the authority, or of any parish council within the authority's area. It also prescribes the role of Independent Persons. They must be consulted before the authority takes a decision to investigate any allegation.
- 2.2 Independent Persons, furthermore, may be consulted by a Member of the authority against whom an allegation has been made, as well as by a Parish Councillor in similar circumstances.
- 2.3 The role of the independent person has since been widened under the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2015. These regulations changed the localised disciplinary process in relation to the Council's Head of Paid Service, the Chief Finance Officer and the Monitoring Officer Statutory Positions. In the case of any proposed disciplinary action against such a statutory officer, the Council is required to appoint the independent persons who have been appointed for the purposes of the Member's Code of Conduct regime to the Independent Panel who make recommendations to Council regarding any decision to dismiss a statutory officer.
- 2.4 Gillian Holmes has been the Council's Lead Independent Person since September 2013 and brings a wealth of valuable knowledge and experience to the role. She also holds similar positions at other authorities with the Cambridgeshire area. Given the valuable contributions of impartial advice made by Gillian Holmes and the excellent working relationship established with the Monitoring Officer and Deputy Monitoring Officer in the period since her appointment, it is suggested that her term of office should be extended to 30th April 2026.
- 2.5 Sadly Peter Baker the Council's Deputy Independent Person passed away in September 2022. Whilst the regulations only require the Council to appoint at least one Independent Person to deal with complaints, it is intended to undertake a recruitment process during 2024 to fill this role. This will allow for any occasion when there may be a conflict of interest involving the Lead Independent Person.

3. CONSULTATION

- 3.1 The Lead Independent Person has been consulted and has indicated that she is willing to continue with her role in assisting the Corporate

Governance Committee and with Code of Conduct investigations for a further two-year term.

4. LEGAL IMPLICATIONS

- 4.1 Section 28 of the Localism Act 2011 requires the appointment of at least one Independent Person who may not be a member, a co-opted member or officer of the authority or of a parish council within the authority area. Neither may they be a close friend or relative of any of the above.

5. RESOURCE IMPLICATIONS

- 5.1 The Lead and Deputy Independent Persons receive an allowance of £1,051 and £525 respectively and shall also be entitled to claim travel for attending meetings and training events.

6. CONCLUSION

- 6.1 It is necessary to for the Council to consider and resolve these appointments in advance of their terms of office expiring. In so doing, this will provide continuity in the roles that are prescribed in legislation.

BACKGROUND PAPERS

District Council's Constitution

Localism Act 2011

The Local Authorities (Standing Orders) (England) (Amendment) Regulations 2015

Corporate Governance Committee Reports/Minutes.

CONTACT OFFICER

Name/Job Title: Lisa Jablonska, Elections and Democratic Services Manager & Deputy Monitoring Officer

Tel No: (01480) 388004

Email: lisa.jablonska@huntingdonshire.gov.uk

Public
Key Decision - No

HUNTINGDONSHIRE DISTRICT COUNCIL

Title/Subject Matter: Polling Districts and Polling Places Review – 2024

Meeting/Date: Corporate Governance Committee – 24th January 2024
Council – 21st February 2024

Executive Portfolio: Executive Councillor for Planning - Councillor T D Sanderson

Report by: Elections and Democratic Services Manager

Ward(s) affected: All

Executive Summary:

Each authority is required to undertake a review of all of the polling districts and polling places in its area on a regular basis. The last full review was undertaken in October 2019. It is now necessary to carry out the next scheduled review which needs to be completed between 1st October 2023 and 31st January 2025. The results of the formal consultation exercise detailing the representations made are summarised in the report.

Recommendation:

The Committee is

RECOMMENDED

to note the outcome of the Polling Districts and Polling Places Review and consultation undertaken.

The Committee

RECOMMENDS

that the Council approve the Schedule of Polling Districts and Polling Places 2024 as appended to the report now submitted.

The Council is

RECOMMENDED

that the Schedule of Polling Districts and Polling Places 2024 as appended to the report now submitted be approved.

1. PURPOSE OF THE REPORT

- 1.1 The purpose of this report is to acquaint members with details of the process involved with a statutory review of polling districts and polling places within the District and consider details of the representations made during the formal consultation process before recommending approval by the Council the Schedule of Polling Districts and Polling Places 2024.

2. BACKGROUND

- 2.1 The Electoral Commission Act 2006, as amended, placed a duty on each authority to undertake a review of all of the polling districts and polling places in its area on a regular basis. The last such review was completed in 2019. It is now necessary to carry out the next scheduled review which needs to be completed between 1st October 2023 and 31st January 2025.
- 2.2 All wards within Huntingdonshire are divided into polling districts which form the basis upon which the register of electors is produced. Most are defined by parish boundaries, but there are exceptions. The Council is responsible for dividing its area into polling districts and for keeping polling districts under review. The Council must also define a polling place for each of its polling districts within which the polling station is located.
- 2.3 Details of the process of consultation and timetable was presented to the Committee on 27th September 2023 and the Committee authorised the commencement of the polling districts and polling places review in accordance with the consultation document.

3. CONSULTATION

- 3.1 A formal consultation exercise was undertaken and hosted on the Council's website from 2nd October 2023, running until 27th November 2023, whereby all residents, County and District Councillors, MPs, Town and Parish Councils, Returning Officers, Political Agents/parties and local disability groups were asked to make comments on the existing arrangements for polling places and polling stations.
- 3.2 A small number of proposed changes were set out in the consultation document and focussed on –
- a) Creation of a new polling district for Lady Olivia Centre, Brampton
 - b) Merging polling districts FG and FK - Stow Longa
 - c) Merging of polling districts DZ and EA - St Ives North
 - d) Creation of a new polling district for Wintringham Park, St Neots
 - e) Creation of a new polling district for Bearscroft, Godmanchester
- 3.3 A total of 7 responses were received and detailed at Appendix A in the Consultation Responses Schedule. Arising from the representations

made the changes outlined in a) – d) are being confirmed as proposals for approval and in response to two representations made in respect of the proposal for Godmanchester, the responses confirmed that no changes were required to the current arrangements of polling districts or polling places. The concerns highlighted by St Neots Town Council in respect of electoral arrangements surrounding the town wards is out of scope of this review and will be investigated further after the review.

- 3.4 The revised Schedule of Polling Districts and Polling Places is detailed at Appendix B.

4. KEY IMPACTS / RISKS

- 4.1 Failure to consider all representations fully and complete the review to decide on the most appropriate polling districts and polling places may not allow the Returning Officer to run effective elections. An early review of polling arrangements in the District will reduce the risk of election failure, particularly in light of a short notice Parliamentary election scheduled in 2024.

5. TIMETABLE FOR IMPLEMENTATION

- 5.1 Polling districts will be updated for the register of electors and affected polling districts will be re-published for 1st March 2024 update to the register.

6. LINK TO THE CORPORATE PLAN, STRATEGIC PRIORITIES AND/OR CORPORATE OBJECTIVES

- 6.1 The requirement to undertake a polling districts and polling places review aligns with Priority 3: Delivering good quality, high value-for-money services with good control and compliance with statutory obligations as set out in the Corporate Plan 2023-2028.

7. LEGAL IMPLICATIONS

- 7.1 The process for a polling district and places review is set out in Schedule A1, Representation of the People Act 1983 and the next compulsory review must be undertaken within a 16-month window between 1 October 2023 and 31 January 2025.

8. REASONS FOR THE RECOMMENDED DECISIONS

- 8.1 The Council must undertake a review of the polling district and polling places within a period of 16 months that starts on 1st October of every fifth year after 1st October 2013. The adequacy and suitability of polling stations is regularly reviewed to ensure that premises remain suitable and accessible for electors. The Council is required to approve the Schedule of Polling Districts and Polling Places to ensure the effective delivery of elections following feedback received during the consultation period.

- 8.2 The Corporate Governance Committee has responsibility to consider periodic electoral reviews and review of District and Parish electoral arrangements including boundaries and other electoral matters. This report provides the Committee with details of the outcome of the consultation exercise that was undertaken.

9. LIST OF APPENDICES INCLUDED

Appendix A - Consultation Responses Schedule

Appendix B - Schedule of Polling Districts and Polling Places 2024

10. BACKGROUND PAPERS

Review of Polling Districts, polling places and polling stations guidance – The Electoral Commission.

Corporate Governance Committee - Polling Districts and Polling Places Review 2023 (27th September 2023)

CONTACT OFFICER

Name/Job Title: Lisa Jablonska, Elections and Democratic Services Manager/
Deputy Returning Officer and Deputy Electoral Registration
Officer
Tel No: (01480) 388004
Email: lisa.jablonska@huntingdonshire.gov.uk

This page is intentionally left blank

HUNTINGDONSHIRE DISTRICT COUNCIL – POLLING DISTRICTS AND POLLING PLACES REVIEW 2023/24

CONSULTATION RESPONSES SCHEDULE

CONSULTEE	WARD/PARISH	COMMENTS RECEIVED IN RESPONSE TO CONSULTATION	ACTION/PROPOSAL
Bluntisham Parish Council	Bluntisham	No concerns with existing arrangements	No action required
Farcet Parish Council	Farcet	Farcet Village Hall is still the appropriate location – disabled parking and ramp not available	Site visit of polling station required to assess requirements for ramp and disabled parking
Councillor Sarah Conboy – Executive Leader	Godmanchester, Hemingford Abbots and The Offords	No concerns with existing polling stations for Godmanchester, Hemingford Abbots and The Offords. Worked hard to include Romans Edge, Godmanchester into the Town and Judith’s Field polling station works well as it sits just on the edge of the development, easily accessible and has parking	No action required
Karen Pauley	Godmanchester	No concerns with existing polling districts and existing polling stations in Godmanchester are perfectly suitable and accessible	No action required

Acting Returning Officer – St Neots & Mid Cambridgeshire Constituency	St Neots & Mid Cambridgeshire Constituency	<p>Support the creation of a new polling district for Wintringham, formed within the current St Neots East polling district. Further support the establishment of a new polling station for this district.</p> <p>In general support the principle that each polling district should have it's own polling station, and that ideally that station would be within the polling district. Accept that the establishment of new or better polling stations is somewhat dependent on the availability and suitability of venues</p> <p>Support measures that will help disabled voters in the constituency to cast their vote as easily as possible. This includes a strong preference for using the most accessible buildings available and the provision of appropriate equipment as needed</p>	Creation of new polling district for development in Wintringham and identification of polling station if available
Abbotsley Parish Council	Abbotsley	No concerns with existing arrangements	No action required

St Neots Town Council	St Neots	<p>Agreed to the proposed creation of a new polling district for Wintringham Park, St Neots</p> <p>Identified anomalies in current arrangement –</p> <ul style="list-style-type: none"> • The town wards are currently unbalanced for councillors versus electors represented and some form of rebalancing should be carried out in the future • The town wards are also currently unbalanced in size with the largest ward having 5 councillors and the smallest 1. • The district wards / county divisions do not match up in places (leading to the 3 small 1 Councillor wards) 	<p>Creation of new polling district for development in Wintringham and identification of polling station if available</p> <p>Out of scope of the review and further discussion on electoral arrangements to be facilitated</p>
-----------------------	----------	---	--

This page is intentionally left blank

**Appendix B – Schedule of Polling Districts and Polling Places 2024
(Structured by current District Wards for reference only)**

WARD NAME	POLLING DISTRICT	PD CODE	POLLING PLACE	PREFERRED POLLING STATION
Alconbury	Alconbury	AC	The Parish of Alconbury	Alconbury Memorial Hall, School Lane, Alconbury
	Alconbury Weston	AD	The Parish of Alconbury Weston	57 Highfield Road, Alconbury Weston
	Barham & Woolley	AF	The Parishes of Barham and Woolley and Spaldwick	Spaldwick Community Room, Spaldwick Community Primary School
	Buckworth	AN	The Parish of Buckworth	The Club Room, Cricket Club, Buckworth
	Easton	BC	The Parish of Easton	Church of St Peter, Easton
	Hamerton & Steeple Gidding	BX	The Parish of Hamerton and Steeple Gidding	Hamerton Village Hall, Hamerton
	Spaldwick	FE	The Parish of Spaldwick	Spaldwick Community Room, Spaldwick Community Primary School
	Upton & Coppingford	FN	The Parish of Upton	Upton Village Hall, Upton
	Winwick	FW	The Parish of Winwick	Winwick Village Hall, Winwick
Brampton	Brampton	AH	The Parish of Brampton	Brampton Memorial Centre, Thrapston Road, Brampton
	Brampton South	AI	The Parish of Brampton	The Lady Olivia Centre, Central Avenue, Brampton
	Huntingdon – Hinchingsbrooke Park	CS	The Hinchingsbrooke Park Ward of Huntingdon Parish	The Countryside Centre, Hinchingsbrooke Country Park, Huntingdon
Buckden	Buckden	AM	The Parish of Buckden	Buckden Methodist Hall, Buckden
	Diddington	BA	The Parish of Buckden	
	Southoe	FD	The Parish of Southoe	Southoe Village Hall, Southoe
Fenstanton	Fenstanton South	BJ	The Parish of Fenstanton	Church Centre, School Lane, Fenstanton
	Hilton	CB	The Parish of Hilton	Hilton Village Hall, Hilton

WARD NAME	POLLING DISTRICT	PD CODE	POLLING PLACE	PREFERRED POLLING STATION
Godmanchester and Hemingford Abbots	Godmanchester (part)	DA	The Parish of Godmanchester	Queen Elizabeth School, Godmanchester
	Godmanchester (part)	DB	The Parish of Godmanchester	Judiths Field Hall, London Road, Godmanchester
	Hemingford Abbots	BZ	The Parish of Hemingford Abbots	Hemingford Abbots, Village Hall, Hemingford Abbots
	Offord Cluny	DH	The Offord Cluny part of the Parish of Offord Cluny and Offord D'Arcy	Offord Village Hall, Offord Cluny
	Offord D'Arcy	DJ	The Offord D'Arcy part of the Parish of Offord Cluny and Offord D'Arcy	Offord Village Hall, Offord Cluny
Great Paxton	Abbotsley	AA	The Parish of Abbotsley	Abbotsley Village Hall, Abbotsley
	Great Gransden	BR	The Parish of Great Gransden	The Reading Room, Great Gransden
	Great Paxton	BS	The Parish of Great Paxton	Community Room, Great Paxton, Primary School
	Toseland	FM	The Parish of Toseland	St Michael's Church, High Street, Toseland
	Waresley-cum-Tetworth	FT	The Parish of Waresley	Waresley Village Hall, Waresley
	Yelling	GE	The Parish of Yelling	Yelling Village Hall, Yelling
Great Staughton	Ellington	BD	The Parish of Ellington	Ellington Village Hall
	Grafham	BM	The Parish of Grafham	Grafham Village Hall
	Great Staughton	BT	The Parish of Great Staughton	Gt Staughton Village Hall, Great Staughton
	Hail Weston	BW	The Parish of Hail Weston	Hail Weston Village Hall, Hail Weston
	Perry	DM	The Parish of Perry	Perry Church, Perry

WARD NAME	POLLING DISTRICT	PD CODE	POLLING PLACE	PREFERRED POLLING STATION
Hemingford Grey and Houghton	Hemingford Grey	CA	The Parish of Hemingford Grey	St James Parish Centre, 33 High Street, Hemingford Grey
	Houghton & Wyton	CE	The Parish of Houghton	Houghton & Wyton Memorial Hall, Houghton
	Wyton-on-the-Hill	CF	The Parish of Wyton	Wyton on the Hill, Primary School, Cambridge Square
Holywell-cum-Needingworth	Bluntisham	AG	The Parish of Bluntisham	Bluntisham Village Hall, Recreation Field, Mill Lane, Bluntisham
	Colne	AW	The Parish of Colne	Colne Community Hall, East Street, Colne
	Earith	BB	The Parish of Earith	Rectors Hall, Earith
	Holywell cum Needingworth	CD	The Parish of Holywell-cum-Needingworth	Needingworth Village Hall, Needingworth
Huntingdon East	Huntingdon – South	CH	The South Ward of Huntingdon Parish	MS Therapy Centre, Bradbury House, Mayfield Road, Huntingdon
	Huntingdon – East	CJ	The East Ward of Huntingdon Parish	Hartford Village Hall, Main Street
Huntingdon North	Huntingdon – South West	CG	The South West Ward of Huntingdon Parish	Methodist Church Hall, High Street, Huntingdon
	Huntingdon – Central	CL	The Central Ward of Huntingdon Parish	Cambridge Regional College, California Road
	Huntingdon – North East	CN	The North East Ward of Huntingdon Parish	St Barnabas Church Hall, Medway Road, Huntingdon
	Huntingdon – West	CP	The West Ward of Huntingdon Parish	Civic Suite, Pathfinder House, St Mary's Street, Huntingdon

WARD NAME	POLLING DISTRICT	PD CODE	POLLING PLACE	PREFERRED POLLING STATION
Kimbolton	Brington	AJ	The Brington part of the parish of Brington & Molesworth	St Leonards Hall, High Street, Brington
	Molesworth	AK	The Molesworth part of the parish of Brington & Molesworth	Molesworth Village Hall, Molesworth
	Bythorn	AR	The Bythorn part of the parish of Bythorn & Keyston	Bythorn Village Hall, Bythorn
	Keyston	AS	The Keyston part of the parish of Bythorn & Keyston	Keyston Village Hall, Keyston
	Catworth	AT	The Parish of Catworth	Catworth Village Hall, Catworth
	Covington	AY	The Parish of Covington	Covington Village Hall, Covington
	Kimbolton & Stonely	DC	The Parish of Kimbolton	The Mandeville Hall, Kimbolton
	Leighton Bromswold	DE	The Parish of Leighton Bromswold	The Old School House, Leighton Bromswold
	Old Weston	DL	The Parish of Old Weston	Old Weston Village Hall, Old Weston
	Stow Longa	FG	The Parish of Stow Longa	The Old Barn, Spaldwick Road, Stow Longa
	Tilbrook	FL	The Parish of Tilbrook	Tilbrook Village Hall, Tilbrook
Ramsey	Bury	AP	The Parish of Bury	Bury Village Hall, Bury
	Ramsey (Town)	DR	The Parish of Ramsey	Ramsey Cricket Club, Cricket Field Lane
	Ramsey Heights	DS	The Ramsey Heights part of the Ramsey Parish	St Mary's Church, Ramsey Heights
	Ramsey St Mary's	DT	The Ramsey St Mary's part of the Ramsey Parish	The Barn Ashbeach School, Ashbeach Drove, Ramsey St Marys
	Ramsey Mereside	DV	The Ramsey Mereside part of the Ramsey Parish	Ramsey Mereside Village Hall, Ramsey Mereside
	Ramsey Forty Foot	DW	The Ramsey Forty Foot part of the Ramsey Parish	Ramsey Forty Foot, Village Hall, Ramsey Forty Foot

WARD NAME	POLLING DISTRICT	PD CODE	POLLING PLACE	PREFERRED POLLING STATION
Ramsey (contd.)	Ramsey (Town)	DX	The Parish of Ramsey	Ramsey Library, Great Whyte, Ramsey
Sawtry	Abbots Ripton	AB	The Parish of Abbots Ripton	Abbots Ripton Village Hall, Abbots Ripton
	Kings Ripton	DD	The Parish of Kings Ripton	Kings Ripton Village Hall, Kings Ripton
	Sawtry	FA	The Parish of Sawtry	The Old School Hall, 37 Green End Road, Sawtry
	Woodwalton	GA	The Parish of Woodwalton	Woodwalton Village Hall, Woodwalton
Somersham	Somersham	FC	The Parish of Somersham	Victory Hall, Parkhall Road, Somersham
St Ives East	St Ives North	DY	The North Ward of St Ives Parish (north of ward)	Burleigh Hill, Community Centre, Constable Road
	St Ives North	DZ	The North Ward of St Ives Parish (south of ward)	Burleigh Hill, Community Centre, Constable Road
St Ives South	Fenstanton - North	BQ	The Parishes of Fenstanton and St Ives South	Church Centre, School Lane, Fenstanton and Sacred Heart Church Hall, Needingworth Road, St Ives (District Council elections only)
	St Ives South	EB	The South Ward of St Ives Parish (east of Pig Lane)	Sacred Heart Church Hall, Needingworth Road, St Ives
	St Ives South	EC	The South Ward of St Ives Parish (west of Pig Lane)	Crossways Christian Centre, Ramsey Rd, St Ives
St Ives West	St Ives West	ED	The West Ward of St Ives Parish	One Leisure Outdoor, St Ives
	St Ives Beech	EX	The Beech Ward of St Ives Parish	One Leisure Outdoor, St Ives

WARD NAME	POLLING DISTRICT	PD CODE	POLLING PLACE	PREFERRED POLLING STATION
St Neots East	St Neots - East	ET	The East Ward of St Neots Parish	Love's Farm House, Kester Way, Love's Farm
	St Neots – East (South)	EV	The East Ward of St Neots Parish	Love's Farm House, Kester Way, Love's Farm (new venue TBC)
St Neots Eatons	St Neots – Eaton Ford	EN	The Eaton Ford Ward of St Neots Parish (right of Great North Road)	The Scout Hall, Mill Hill Road, Eaton Ford
	St Neots – Eaton Ford	EP	The Eaton Ford Ward of St Neots Parish (west of Great North Road)	Eatons Community Centre, The Maltings, Eaton Socon
	St Neots – Eaton Socon	ER	The Eaton Socon Ward of St Neots Parish (east of Great North Road)	The Jubilee Hall, School Lane, Eaton Socon
	St Neots – Eaton Socon	ES	The Eaton Socon Ward of St Neots Parish (west of Great North Road)	Bushmead School, Bushmead Road, Eaton Socon
St Neots Eynesbury	St Neots – Eynesbury	EF	The Eynesbury Ward of St Neots Parish (south of Hen Brook)	Berkley Street Methodist Church Hall, Eynesbury
	St Neots – Eynesbury	EG	The Eynesbury Ward of St Neots Parish (north of Hen Brook)	Bargroves Resource Centre, Cromwell Rd, Eynesbury, St Neots
	St Neots – Eynesbury	EH	The Eynesbury Ward of St Neots Parish (west of Potton Road)	Creche, One Leisure St Neots
	St Neots – Priory Park South	EJ	The Priory Park South Ward of St Neots Parish	St Neots Voluntary Welfare Association, Church Walk, St Neots
	St Neots - Church	EW	The Church Ward of St Neots Parish	

WARD NAME	POLLING DISTRICT	PD CODE	POLLING PLACE	PREFERRED POLLING STATION
St Neots Priory Park and Little Paxton	Little Paxton	DF	Little Paxton	Little Paxton Village Hall, Little Paxton
	St Neots - Priory Park	EL	The Priory Park Ward of St Neots Parish	St Neots Rugby Club, New Street, Priory Park
	St Neots - Crosshall	EQ	The Crosshall Ward of St Neots Parish	The Scout Hall, Mill Hill Road, Eaton Ford
Stilton, Folksworth and Washingley	Alwalton	AE	The Parish of Alwalton	Colonel Dane Memorial Hall, Alwalton
	Chesterton	AV	The Parish of Chesterton	
	Conington	AX	The Parish of Conington	Studio at Rose Cottage, The Green, Conington
	Denton and Caldecote	AZ	The Parish of Stilton	Stilton Pavilion, Stilton
	Elton	BE	The Parish of Elton	Highgate Hall, Elton
	Folksworth & Washingley	BK	The Parish of Folksworth	Folksworth Village Hall, Folksworth
	Glatton	BL	The Parish of Glatton	Glatton Village Hall, Glatton
	Great and Little Gidding	BN	The Great Gidding part of Great and Little Gidding	Great Gidding Village Hall, Great Gidding
		BP	The Little Gidding part of Great and Little Gidding	
	Haddon	BV	The Parish of Haddon	The Old Rectory, Haddon
	Morborne	DG	The Parish of Haddon	The Old Rectory, Haddon
	Holme	CC	The Parish of Holme	The Admiral Wells, Station Road, Holme
	Sibson cum Stibbington	FB	The Parish of Sibson cum Stibbington	The Christie Hall Stibbington, Elton Road, Wansford
	Stilton	FF	The Parish of Stilton	Stilton Pavilion, Stilton
Water Newton	FV	The Parish of Sibson cum Stibbington	The Christie Hall Stibbington, Elton Road, Wansford	

WARD NAME	POLLING DISTRICT	PD CODE	POLLING PLACE	PREFERRED POLLING STATION
The Stukeleys	Huntingdon – Stukeley Meadows	CR	The Stukeley Meadows Ward of Huntingdon Parish	Stukeley Meadows School, Stukeley Meadows, Huntingdon
	Great Stukeley	FH	The Great Stukeley part of The Stukeleys Parish	Gt Stukeley Village Hall. Great Stukeley
	Little Stukeley	FJ	The Little Stukeley part of The Stukeleys Parish	Lt Stukeley Village Hall, Little Stukeley
	Alconbury Weald	FQ	The Alconbury Weald part of The Stukeleys Parish	The Pavilion, The Boulevard, Alconbury Weald
Warboys	Broughton	AL	The Parish of Broughton	Broughton Village Hall, Broughton
	Old Hurst	DK	The Parish of Old Hurst	Johnson's of Old Hurst
	Pidley-cum-Fenton	DN	The Parish of Pidley-cum-Fenton	Pidley Village Hall, Pidley
	Upwood and The Raveleys	FP	The Parish of Upwood	Upwood Village Hall, Upwood
	Warboys	FR	The Parish of Warboys	Warboys Sports & Social Club, Warboys
	Warboys Fen	FS	Warboys Fen part of Warboys Parish	
	Wistow	FX	The Parish of Wistow	Wistow Village Hall
	Woodhurst	FY	The Parish of Woodhurst	Woodhurst Village Hall, Woodhurst
Yaxley	Farcet	BH	The Parish of Farcet	Farcet Village Hall
	Yaxley	GB	The Parish of Yaxley (west of Middletons Road)	Queens Park Hall, Daimler Avenue, Yaxley
	Yaxley	GC	The Parish of Yaxley (east of Middletons Road)	Austen Hall, Main Street, Yaxley

List of proposed changes for reference –

- Creation of a new polling district in Brampton: AI Brampton South
- Delete FK polling district and merge properties into polling district FG
- Delete EA polling district and merge properties into polling district DZ
- Creation of a new polling district in St Neots – East: EV St Neots – East (South)



Reports from Constituent Council Representatives on the Combined Authority

The following meetings have taken place in January 2024.

Overview and Scrutiny Committee, 9 January

Councillor M A Hassall and J Neish

Decision Summary Link: [Overview and Scrutiny Committee \(1\)](#)

Skills and Employment Committee, 15 January

Councillor S Wakeford

Decision Summary Link: [Skills and Employment Committee](#)

Business Board, 15 January

Decision Summary Link: [Business Board](#)

Transport and Infrastructure Committee, 17 January

Councillor S Wakeford

Decision Summary Link: [Transport and Infrastructure Committee](#)

Environment and Sustainable Communities Committee, 22 January

Councillor L Davenport-Ray

Decision Summary Link: [Environment and Sustainable Communities Committee](#)

Audit and Governance Committee, 26 January 2024

Councillor S Corney

Decision Summary Link: [Audit and Governance Committee](#)

Overview and Scrutiny Committee, 29 January 2024

Councillor M A Hassall and J Neish

Decision Summary Link: [Overview and Scrutiny Committee \(2\)](#)

Combined Authority Board Committee, 31 January 2024

Councillor S J Conboy

Decision Summary Link: [Combined Authority Board](#)



Any key decision/s set below will come into force and may be implemented after 5.00pm on the fifth clear working day after publication of the decision, unless they are called-in, with the exception of any key decision on a matter dealt with under the special urgency provisions set out in the Constitution which may be implemented immediately.

1 Announcements, Apologies for Absence and Declarations of Interest

Apologies received from Anne Hay, Cllr Maureen Davis, Cllr Tim Griffin, Cllr John Fox and Cllr Judith Rippeth substituted by Cllr Peter Fane

2 Declarations of Interest

No declarations of interest were made.

3 Corporate Strategy & Medium Term Financial Plan Consultation

RESOLVED

- a) The Committee commented that as there was no detail on the precept currently provided that they would reserve commenting until further information on what the level of precept would be, what it would pay for, the level of social value it provided and requested that a robust and detailed report be provided to the Committee on the Mayor's precept for the January meeting for members to consider.
- b) The Committee welcomed that the MTFP, Corporate Plan and the Mayoral ambitions were now all linked as it brought all the pieces together, the Committee requested that a good narrative that provided the detail that OSC required to scrutinize effectively be included in the final budget.

4 Date of next meeting

The date of the next meeting was confirmed as 29 January 2024, 11:00 am



Any key decision/s set below will come into force and may be implemented after 5.00pm on the fifth clear working day after publication of the decision, unless they are called-in, with the exception of any key decision on a matter dealt with under the special urgency provisions set out in the Constitution which may be implemented immediately.

1 Announcements, Apologies for Absence and Declarations of Interest

The Chair announced a change to the running item so that Item 9 on the published agenda (Growing Sector-based Talent Pipelines) would now be heard at item 5. The decision summary is laid out in the revised order with the numbers in brackets referring to the original agenda item number as published on the website.

Apologies were received from Cllr Benney and Nitin Patel, Business Board Representative. No declarations of interest were made.

2 Minutes and Action Log

The minutes of the meeting on the 6 November 2023 were approved as an accurate record. The action log was noted by the Committee.

3 Public Questions

No public questions were received.

4 Combined Authority Forward Plan

RESOLVED

a) That the Combined Authority Forward Plan be noted.

5(9) Growing Sector-based Talent Pipelines

RESOLVED

The members of the Employment and Skills Committee resolved to;

a) Note the approach to growing Sector-based Talent Pipelines in advance of a formal plan coming to the Skills & Employment Committee in March.

6(5) Adult Education Budget (AEB) External Evaluation

RESOLVED

a) To note the presentation on the external evaluation of AEB+, the changes to the AEB funding rules in 2024/25 and the potential impact on delivery.

7(6) ESOL Planning Partnership Annual Report

RESOLVED

a) To receive the English for Speakers of Other Languages (ESOL) Local Planning Partnerships Annual Report for the 2022-23 academic year, and to note the progress made with delivery and partnership development.

b) To note the outcome of the procurement for the ESOL Single Point of Contact (SPOC)



8(7) Skills Bootcamps 2024-25 FY

RESOLVED

The members of the Employment and Skills Committee resolved to;

1. Note the Combined Authority's Grant Proposal to the Department for Education (DfE) in September 2023 for £2,899,390 to deliver (Wave Five) Skills Bootcamp provision during the 2024-25 Financial Year – and to note that we received confirmation from the DfE on 12 December 2023 that our Grant Proposal has been successful.
2. Accept the full grant funding offer from the DfE of £2,899,390 and approve corresponding expenditure across two budgets; one for the training funding allocation totalling £2,635,800 and one for the management funding allocation totalling £263,580 of the Wave Five Skills Bootcamps in the 2024-25 budget.
3. Delegate authority to the Assistant Director of Skills, in consultation with the Chief Finance Officer and Monitoring Officer to:
 - a. Arrange for the awards and enter into grant funding agreements or service contracts with training providers to deliver Wave Five Skills Bootcamps. This can either be with existing providers, or where the Combined Authority follows a procurement exercise compliant with the Combined Authority's Constitution and procurement legislation.
 - b. Extend and/or vary contracts with existing providers where appropriate.

9(8) Further Education Cold-Spots Feasibility Study

RESOLVED

- a) To note the approach being taken by external consultants engaged to carry out the Further Education Cold-Spots Feasibility Study.

10 Employment and Skills Board Update

The verbal update was noted by the Committee

11 Budget and Performance Report

RESOLVED

- a) To note the financial position of the Skills Division for the financial year 23/24 to end of November 2023

12 Skills and Employment Committee Agenda Plan

RESOLVED

- a) To note the Agenda Plan

14 Date of next meeting

The date of the next meeting was confirmed as Monday 4 March 2024



Business Board: Decision Summary

Meeting: 15 January 2024

Published: 17 January 2024

1.1 Apologies for Absence and Declarations of Interest

Apologies for absence were received from Mike Herd, Nitin Patel and Councillor Anna Smith. No declarations of interest were made.

1.2 Minutes of previous meeting

The minutes of the meeting held on 13 November 2023 were approved as a correct record and signed by the Chair.

The Business Board noted the Minutes Action Log.

2.1 Combined Authority Forward Planning

The Chair asked members of the Business Board to flag any topics with officers that they feel it would be beneficial for the board to discuss or hold a specialised session around.

2.2 Business Board Chair's Update

The Chair updated the Board on important meetings that had taken place since the last Business Board meeting. He also confirmed that further recruitment is taking place for additional members and that a new Vice Chair for the board is sought.

2.3 CPCA Director's Update

The Executive Director for Economy and Growth updated the Board on items of interest national and locally since the last meeting.

3.4 Peterborough Station Quarter

It was resolved unanimously to:

- a) To note progress with the implementation of the Peterborough Station Quarter Project and provide comments which contribute to maximising the economic impact of the Project

2.4 Business Board Feedback from Thematic Committees

Verbal updates were received from the Business Board representatives on the Combined Authority's Thematic Committees

3.1 Budget and Performance

It was resolved unanimously to:

- a) Note the financial position of the Business Division for the financial year 23/24 to November 2023.
- b) Review the consultation on the Combined Authority's Draft Corporate Strategy and Medium-Term Finance Plan and agree the Board's formal response to the consultation



3.2 Strategic Funds Management Review

It was resolved unanimously to note the recommendations that were put to the Skills and Employment Committee to:

- a) To note the updates contained within this report

3.3 Market Towns Programme – Management Update

It was resolved unanimously to:

- a) Note the latest delivery position for projects funded under the Market Towns Programme (Phase 1).
- b) Note the latest progress reporting for Market Towns Programme (Phase 2).

3.5 Sector Skills Strategy

A presentation was received on progress to date.



Any key decision/s set below will come into force and may be implemented after 5.00pm on the fifth clear working day after publication of the decision, unless they are called-in, with the exception of any key decision on a matter dealt with under the special urgency provisions set out in the Constitution which may be implemented immediately.

1 Announcements, Apologies for Absence and Declarations of Interest

Apologies were received from Cllr Elsey substituted by Cllr Bisby.

Cllr Seaton declared an interest as he was a trustee of FACT Community Transport and also Chairman of Hereward Community Rail Partnership. These were deemed non-pecuniary interests and therefore would not affect his participation in items on the agenda.

2 Minutes and Action Log

The minutes of the meeting on 15 November were approved as an accurate record.
The action log was noted by the Committee.

3 Public Questions

The public questions received had been published on the CPCA website, under additional meeting documents, and were read out at the meeting by the Governance Manager.

4 Combined Authority Forward Plan

RESOLVED

a) To note the Combined Authority Forward Plan

5 Director's Highlights Report

RESOLVED

a) To note the Director's highlight report

6 Bus Reform

RESOLVED: (UNANIMOUS)

On being proposed by the Chair and seconded by Cllr McDonald, it was resolved:

- a) To note the progress of the Bus Reform business case, independent audit and recommendation to be considered by the CPCA Board
- b) To comment on and agree the principle of proceeding with Franchising as the preferred model for bus reform (sections 2.14 - 2.18), for consideration of the CPCA Board
- c) To note the Draft Proposed Franchising Scheme as described and set out in the exempt Appendix A
- d) To note that the CPCA Board will receive the updated business case, report of the independent auditor and recommendation to proceed to public consultation.



7 Bus Strategy Update

RESOLVED (UNANIMOUS)

On being proposed by the Chair and seconded by Cllr Wakeford, it was resolved:

- a) To recommend to the CPCA board the proposals for the two remaining tendered bus services which were placed under review and the bus services which data was previously unavailable.
- b) To note the submission of the Zebra round 2 bid to the Department for Transport and update on Bus Stop Infrastructure work.

8 Transport Funding Decision

RESOLVED (UNANIMOUS)

On being proposed by the Chair and seconded by Cllr Bisby, it was resolved:

- a) To note the Royston and Granta Park study and progress undertaken by Cambridgeshire County Council
- b) To approve the drawdown of £135,000 from the Transforming City Funds (TCF) from subject to approval funding to approved funding, to contribute towards the A505 Royston to Granta Park Study by Cambridgeshire County Council
- c) To note the progress on the Regional Transport Model
- d) To approve the drawdown of £78,430 from the Regional Transport Model subject to approval to approved to aid the delivery of works by Peterborough City Council on the Peterborough Transport Model (PTM4) as part of works for the Regional Transport Model project

9 A10 Corridor Project

RESOLVED

- a) To note the verbal update

10 Peterborough Station Quarter Update

RESOLVED (UNANIMOUS):

On being proposed by the Chair and seconded by Cllr Bisby, it was resolved:

- a) To recommend to the Combined Authority Board to approve the Outline Business Case and approve the commencement of the Full Business Case (Subject to the approval from the Department for Transport of the Outline Business Case).
- b) Note that the Director of Place and Connectivity has the delegation to enter into a Grant Funding Agreement up to £1 million in consultation with the Chief Finance Officer and the Monitoring Officer.

11 Budget and Performance Report – January 2024

RESOLVED

- a) To note the financial position of the Transport division for the financial year 23/24 to November 2023

12 Transport and Infrastructure Committee Agenda Plan

RESOLVED

- a) To note the agenda plan

13 Exclusion of the Press and Public



RESOLVED

a) To remain in Public Session

14 Kings Dyke Update

RESOLVED

a) To note the contents of the report

15 Date of next meeting

The date of the next meeting was confirmed as Wednesday 13 March 2024



Any key decision/s set below will come into force and may be implemented after 5.00pm on the fifth clear working day after publication of the decision, unless they are called-in, with the exception of any key decision on a matter dealt with under the special urgency provisions set out in the Constitution which may be implemented immediately.

1 **Announcements, Apologies for Absence and Declarations of Interest**

Cllr Smith, Chair of the Committee was unable to attend the meeting so the Vice-Chair, Cllr Davenport-Ray took up the Chair.

Apologies were received from Cllr Smith, who was substituted by Cllr Sandford, Cllr Elsey who was substituted by Cllr Day, and Cllr Laws.

No declarations of interest were made.

2 **Minutes and Action Log**

The minutes of the meeting on 13 November 2023 were approved as an accurate record, subject to the following amendments:

- That Cllr Goodearl be removed from the list of attendees, as work commitments meant he had been unable to attend the November meeting.
- That an addition be made to minute 6.2 (j) as follows: “The LNRS steering group had representation from each of the constituent authorities, except for ~~one~~—**East Cambridgeshire District Council** which had decided to not get involved in the development of the strategy but to comment on its proposals later.”

The action log was noted by the Committee.

3 **Public Questions**

No public questions were received.

4 **Combined Authority Forward Plan**

RESOLVED

- a) To note the Combined Authority Forward Plan

5 **Director’s Highlight Report**

RESOLVED

- a) To note the Director’s Highlight Report

6 **Affordable Housing Report**

RESOLVED

- a) To note the update in the report

7 **Climate Action Plan**

RESOLVED

- a) To note progress on the refresh of Climate Action Plan

- b) To note the climate mitigation targets and monitoring



ADDITIONAL RECOMMENDATION:

RESOLVED (UNANIMOUS)

On being proposed by the Chair, Cllr Davenport-Ray, and seconded by Cllr Goodearl, it was unanimously resolved to:

- c) Recommend to the CA Board that that the Climate Commission be reconvened as soon as possible to review the CPCA's progress on their recommendations.

8 Joint Chalk Streams Programme

RESOLVED

- a) To note the verbal update on the joint Chalk Streams Programme

9 £100k homes – Conditional release of resale price restrictions

RESOLVED (UNANIMOUS)

The recommendations, as set out in the report, were set aside and instead, on being proposed by the Chair, Cllr Davenport-Ray, and seconded by Cllr Dupre, it was unanimously resolved to:

- a) Ask officers to explore the options available including; more conventional types of affordable housing units, social rents, retention by the CPCA or replacement agreements with the Local Housing Authority East Cambridgeshire District Council (ECDC). The paper to examine the pros and cons of each option and as part of the exercise to speak to current homeowners and officers at ECDC.

10 Budget and Performance Report – January 2024

RESOLVED

- a) To note the financial position of the Environment and Sustainable Communities Division for the financial year 23/24 to November 2023

11 Environment and Sustainable Communities Committee Agenda Plan

RESOLVED

- a) To note the Committee Agenda Plan and additional items discussed during the meeting.

March meeting:

- Discussion and proposed recommendations to Board on declaring a Climate Emergency
- Update on Care Home Retrofit Programme
- Update on Net Zero Villages Project
- Revisions to the Climate Action Plan

June meeting

- Outcomes from the MTFP

For future Consideration – yet to be allocated:

- Locally Determined Contributions
- £100k Homes
- Drought affected Roads
- Local Area Energy Plan
- Update on the Waterbeach Solar Panels and Charging Project

12

Date of next meeting

The date of the next meeting was confirmed as 11 March 2024





1 Announcements, Apologies for Absence and Declarations of Interest

Apologies were received from Cllr Graham Wilson substituted by Cllr Alison Whelan.

No declarations of interest were made.

2 Chairs Announcements

The recruitment timetable for the Independent Person is progressing with the aim that the advert should go out mid-February with the closing date mid-march. Shortlisting latest end of March, recruitment by end of April at the latest, ready for the first AGM in May.

The Chair had met with Elise Wilson, a member of the independent improvement board, to gain a perception of how things were going with the improvement journey and could report back positive feedback.

3 Minutes

The minutes of the meeting on 17 November 2023 were approved as an accurate record, and the action log noted.

4 Improvement framework report

RESOLVED

- a) Note the progress made over November and December against stated areas of improvement identified by the External Auditor in June 2022 and Best Value Notice received in January 2023 as reported to the CA Board on 31 May 2023, set out in paragraphs 2.2 to 2.7.
- b) Note the proposed transition from the current Improvement plan to continuous improvement activity embedded across and down through the Cambridgeshire and Peterborough Combined Authority set out in paragraph 2.8.
- c) Note the intention to review the current remit and focus for the Independent Improvement Board following the delivery of stated areas of improvement identified by the External Auditor and the Best Value Notice set out in paragraph 2.9.
- d) Note the outcome of the recent Internal Audit review of the 'Project planning and delivery' improvement programme set out in paragraph 2.10

5 Corporate risk register

RESOLVED

- a) To note the refreshed Corporate Risk December 2023 register report, risk dashboard and heat map
- b) To note the update on progress of the Risk Software implementation at a service level
- c) To note Monthly Corporate Management Team Risk register reviews

6 Internal Audit Tracker

RESOLVED

- a) To note progress on the implementation of internal audit actions



7 External Audit – Draft Audit Results and

RESOLVED

- a) To note and comment on the report

8 Statement of Accounts & Annual Governance Statement

RESOLVED (UNANIMOUS):

- a) To approve the audited Statement of Accounts 2021/22
- b) To review the Annual Governance Statement 2021/22
- c) To authorise the Chair of the Audit and Governance Committee to sign off any further immaterial changes required to the Statement of Accounts and Annual Governance Statement for 2021/22 prior to publication

9 Draft Financial Strategies

RESOLVED

- a) To review and comment upon the Draft Capital, Investment and Treasury Management Strategies for 2024-25 and the draft 2024-25 Minimum Revenue Provision (MRP) statement

10 Internal Audit – Progress Report January 2024

RESOLVED

- a) To note the Internal Audit Report

11 Code of Conduct Lessons Learnt

RESOLVED

- a) To identify areas for further work which may include amendments to the code of conduct and/or hearings.
- b) To consider whether to write to the government and Committee on Standards in public to reconsider the law on sanctions.
- c) The Combined Authority Board Monitoring Officer to come back to the next meeting with a report on possible amendments to the Combined Authority Constitution

12 Annual Complaints report and update complains against members 2023/2024

RESOLVED

- a) The annual report on code of conduct complaints be reviewed and any areas for further work be identified.
- b) The Committee agreed that complaints and code of conduct report should be brought back to the committee in six months' time to review

13 Review of Committee Arrangements

RESOLVED (UNANIMOUS):

- A To note the outcome of the review of the arrangements for the Audit & Governance Committee following the completion of the questionnaire and workshop regarding options for changes following benchmarking with other Mayoral Combined Authority Audit & Governance Committees.



- B* To approve that there will be an annual review by Members of the Audit & Governance Committee of the arrangements for that committee in sufficient time for any proposed changes to be made in the following Municipal Year.
- C* To ask the Monitoring Officer to contact other Mayoral Combined Authorities with a view to establishing a forum for the Chairs and Vice-Chairs of their Audit & Governance Committees to discuss issues of mutual concern and benefit.

14 Information Governance Update

RESOLVED

- A The Audit & Governance Committee is recommended to consider and note the contents of this report.

15 Audit and Governance Work Programme

RESOLVED

The Audit & Governance Committee is recommended to consider and note the contents of this report.

16 Date of next meeting

The date of the next meeting was confirmed as 8 March 2024



1 Announcements, Apologies for Absence and Declarations of Interest

Cllr Griffin substituted by temporary sub Cllr Holloway, and Cllr Maureen Davis

2 Declarations of Interest

There were no declarations of interest

3 Public questions

No public questions were received.

4 Minutes from the Previous Meeting

The minutes of the meeting held on the 27 November and 9 January were approved as an accurate record.

The action log was noted.

5 Appointment of Skills Rapporteur

RESOLVED

a) No nominations received, report to be brought back to the March meeting.

6 Improvement Framework report

RESOLVED

a) Note the progress made over November and December against stated areas of improvement identified by the External Auditor in June 2022 and Best Value Notice received in January 2023 as reported to the CA Board on 31 May 2023, set out in paragraphs 2.2 to 2.9

b) Note the outcome of the recent Internal Review of the Project planning and delivery improvement programme set out in paragraph 2.10

c) Note the proposed transition from the current Improvement plan to transformation activity embedded across and down through the Cambridgeshire and Peterborough Combined Authority set out in paragraph 2.8

d) Note the intention to review the current role and focus for the Independent Improvement Board following the delivery of stated areas of improvement identified by the External Auditor and the Best Value Notice set out in paragraph 2.9

7 Bus Reform

RESOLVED

a) To note and comment on the report

8 Mayors Budget 2024/245

RESOLVED

a) To note and comment on the report



9 Mayors Mid-Year Update

RESOLVED

- a) To question and note the Mayors responses

10 Combined Authority MTFP & Corporate Strategy Refresh

RESOLVED

- a) To note and comment on the report.

11 Combined Authority Forward Plan

RESOLVED

- a) To note and comment on the plan

12 CA Board Agenda

RESOLVED

- a) No questions were put forward to the Combined Authority Board

13 O&S Committee Draft Work Programme

RESOLVED

- a) To note and comment on the plan

14 Date of Next Meeting 18 March 2024



Any key decision/s set below will come into force and may be implemented after 5.00pm on the fifth clear working day after publication of the decision, unless they are called-in [see note on call in below], with the exception of any key decision on a matter dealt with under the special urgency provisions set out in the Constitution which may be implemented immediately.

1 Announcements, Apologies for Absence and Declarations of Interest

Apologies for absence were received from Darryl Preston (John Peach substituting).
There were no declarations of interest.

2 Combined Authority Membership Update September 2023

It was resolved unanimously to:

- A Note the appointment by Peterborough City Council of Councillor Chris Harper as the substitute member from Peterborough 1st on the Combined Authority's Overview and Scrutiny Committee.
- B Note the temporary change in substitute member from Peterborough City Council on the Transport and Infrastructure Committee on 17 January 2024.
- C Note the change in substitute member from Cambridge City Council on the Overview and Scrutiny Committee.**

3 Minutes

The minutes of the meeting on 29 November 2023 were approved as an accurate record and signed by the Mayor.

The minutes action log was noted.

4 Petitions

No petitions were received.

5 Public Questions

Five public questions were received in advance of the meeting in accordance with the procedure rules in the Constitution. A copy of the questions and responses can be viewed [here](#) when available.

6 Forward Plan

It was resolved to:

- A Approve the Forward Plan for January 2024

7 Combined Authority Chief Executive Highlights Report

It was resolved to:

- A Note the contents of this report.

8 Committee Calendar

It was resolved to:

- A Approve the calendar of meetings for the 2024/25 Municipal Year



9 Mayor's Budget

It was resolved to:

- A Note the proposed Mayoral budget for 2024-25, including the proposal to increase the precept by £24 per annum to £36 for a Band D property, and to provide comments to the Mayor regarding the proposed Mayoral Budget
- B Approve the draft Mayoral Budget, including the proposed Mayoral precept noted above.
- C Note the proposed routes to be funded by the proposed precept and the process by which these routes will be finalised and approved
- D Delegate minor changes to the Mayor's budget, due to finalisation of council tax base figures, to the Executive Director of Resources and Performance

10 Draft 2024/25 Corporate Strategy and Budget and Medium-Term Financial Plan 2024/2028

It was resolved to:

- A Note the consultation feedback received during the consultation period running from 30th November 2023 to 15th January 2024
- B Approve the draft Corporate Strategy following the refresh subject to the inclusion of the final financial information once the budget is approved.
- C Approve the Draft Budget for 2024-25 and the Medium-Term Financial Plan 2024-25 to 2027-28 as contained in Appendices C and D
- D Delegate any minor changes required to the budget to the Executive Director of Resources and Performance.

11 Improvement Plan Update

It was resolved to:

- A Note the progress made over November and December against stated areas of improvement identified by the External Auditor in June 2022 and Best Value Notice received in January 2023 as reported to the CA Board on 31 May 2023, set out in paragraphs 2.2 to 2.8.
- B Note the feedback from the Chair, Independent Improvement Board following its meeting on 16 January 2024 set out in Appendix B.
- C Note the outcome of the recent Internal Review of the Project planning and delivery improvement programme set out in paragraph 2.9.
- D Note the proposed transition from the current Improvement plan to transformation activity, embedded across and down through the Cambridgeshire and Peterborough Combined Authority where delivery against the Improvement plan has been completed; as set out in paragraph 2.10
- E Note the intention to review the current role and focus for the Independent Improvement Board as set out in paragraph 2.11.

12 Budget Update Report January 2024

It was resolved to:

- A Note the financial position of the Combined Authority

13 Recommendations from Transport and Infrastructure Committee

It was resolved to approve all the recommendations as set out below:

Bus Strategy Update

- A Approve the proposals for the two remaining tendered bus services which were placed under review and the bus services which data was previously unavailable.



Peterborough Station Update

- A Approve the Outline Business Case and approve the commencement of the Full Business Case (subject to approval from the Department for Transport).

14 Recommendations from Skills and Employment Committee

It was resolved to approve all the recommendations as set out below:

Skills Bootcamps 2024-25 FY

- A To note the Combined Authority's Grant Proposal to the Department for Education (DfE) in September 2023 for £2,899,390 to deliver (Wave Five) Skills Bootcamp provision during the 2024-25 Financial Year – and to note that we received confirmation from the DfE on 12 December 2023 that our Grant Proposal has been successful.
- B To accept the full grant funding offer from the DfE of £2,899,390 and approve corresponding expenditure across two budgets; one for the training funding allocation totalling £2,635,800 and one for the management funding allocation totalling £263,580 of the Wave Five Skills Bootcamps in the 2024-25 budget.
- C To delegate authority to the Assistant Director of Skills, in consultation with the Chief Finance Officer and Monitoring Officer to:
- Arrange for the awards and enter into grant funding agreements or service contracts with training providers to deliver Wave Five Skills Bootcamps. This can either be with existing providers, or where the Combined Authority follows a procurement exercise compliant with the Combined Authority's Constitution and procurement legislation.
 - Extend and/or vary contracts with existing providers where appropriate.

It was resolved to exclude the press and public from the meeting on the grounds that exempt information under Part 1 of Schedule 12A the Local Government Act 1972, as amended, would be discussed and that it would not be in the public interest for this information to be disclosed. That is, information relating to an individual; information which is likely to reveal the identity of an individual; and information relating to the financial or business affairs of any particular person (including the authority holding that information). The public interest in maintaining the exemption was deemed to outweigh the public interest in the information's release.

15 Subsidiary Company Update

Officers updated the Board members on time sensitive matters related to the Peterborough R&D Property Company Limited (PropCo2).

Notes:

- a) Statements in **bold type** indicate additional resolutions made at the meeting.
- b) Five Members of the Overview and Scrutiny Committee may call-in a key decision of the Mayor, the Combined Authority Board or an Officer for scrutiny by notifying the Monitoring Officer, except for any key decision on a matter dealt with under the special urgency provisions set out in the Constitution which may be implemented immediately.

For more information contact: Alison Marston, Head of Democratic Services: alison.marston@cambridgeshirepeterborough-ca.gov.uk