

A meeting of **HUNTINGDONSHIRE DISTRICT COUNCIL** will be held in the **CIVIC SUITE, PATHFINDER HOUSE, ST MARY'S STREET, HUNTINGDON PE29 3TN** on **WEDNESDAY, 22 FEBRUARY 2017** at **7:00 PM** and you are requested to attend for the transaction of the following business:-

A G E N D A

	Time Allocation
PRAYER	2 Minutes.
The Reverend James Bamber of Huntingdon Methodist Church will open the meeting with prayer.	
APOLOGIES	2 Minutes.
CHAIRMAN'S ANNOUNCEMENTS	10 Minutes.
1. MINUTES (Pages 7 - 20)	
To approve as a correct record the Minutes of the meetings of the Council held on 21st December 2016.	
2. MEMBERS INTERESTS'	
To receive from Members declarations as to disclosable pecuniary, non-disclosable pecuniary or non-pecuniary interests in relation to any Agenda item. See Notes below.	
3. 2017/18 BUDGET AND MEDIUM TERM FINANCIAL STRATEGY (2018/19 TO 2021/22) (Pages 21 - 156)	60 Minutes.
The Executive Councillor for Strategic Resources, Councillor J A Gray to present the 2017/18 Budget, the Medium Term Financial Strategy (MTFS) for 2017/18 – 2020/21, the Fees and Charges Schedule for 2017/18, the Treasury Management Policy, Strategy and Prudential Treasury Management and Commercial Investment Strategy Indicators for 2017/18 and the Annual Minimum Revenue Policy 2017/18 for approval.	
In accordance with Section 30 (2) of the Local Government Finance Act 1992, the Council will be required to approve resolutions as to the levels of Council Tax in 2017/18. A report by the Head of Resources is enclosed.	
In accordance with the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014, the Council will be asked to resolve that a recorded vote be taken on the conclusion of debate on this item.	

(Notes

30 Minutes Presentation
30 Minutes for Questions).

4. QUESTIONS TO MEMBERS OF THE CABINET 10 Minutes.

Questions to Members of the Cabinet.

5. CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY

(a) CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY UPDATE

The Executive Leader, Councillor R B Howe to provide an update. **20 Minutes.**

(b) CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY PROTOCOL (Pages 157 - 160) 5 Minutes.

To consider proposed arrangements to allow the Council's appointee to the Combined Authority to provide a briefing report /update to each meeting of the Council outlining the activities and decisions of the Combined Authority.

(c) COMBINED AUTHORITY (MAYORAL ELECTIONS) ORDER 2017 - APPOINTMENT OF RETURNING OFFICER (Pages 161 - 162)

To consider a report by the Elections and Democratic Services Manager regarding the appointment of a Returning Officer for the Cambridgeshire and Peterborough Combined Authority Mayoral elections in Huntingdonshire. **5 Minutes.**

6. PAY POLICY STATEMENT 2017/18 (Pages 163 - 170) 5 Minutes.

In compliance with the requirements of Section 38 of the Localism Act 2011, the Executive Councillor for Transformation and Customers, Councillor S Cawley to present the Pay Policy Statement for 2017/18 to the Council for approval.

(The Statement was endorsed by the Employment Committee at their meeting on 8th February 2017).

7. INTERIM REVIEW OF POLLING DISTRICTS, POLLING PLACES AND POLLING STATIONS (Pages 171 - 210) 5 Minutes.

To consider a report by the Elections and Democratic Services Manager on the outcome of a review of polling districts, polling places and polling stations.

8. ELECTORAL CYCLE OF TOWN AND PARISH COUNCILS IN HUNTINGDONSHIRE (Pages 211 - 218) 5 Minutes.

To consider a report by the Elections and Democratic Services Manager on the outcome of the consultation with Town and Parish Councils on the District Council's decision to move from elections by thirds to whole Council elections from May 2018.

9. MEMBERS ALLOWANCES (Pages 219 - 220) **5 Minutes.**

To consider a report by the Elections and Democratic Services Manager.

10. OUTCOMES FROM COMMITTEES AND PANELS (Pages 221 - 222) **10 Minutes.**

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 Chairmen.

11. VARIATIONS TO THE MEMBERSHIP OF COMMITTEES AND PANELS **5 Minutes.**

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

Dated this 14th day of February 2017



Head of Paid Service

Notes

1. Disclosable Pecuniary Interests

- (1) *Members are required to declare any disclosable pecuniary interests and unless you have obtained dispensation, cannot discuss or vote on the matter at the meeting and must also leave the room whilst the matter is being debated or voted on.*
- (2) *A Member has a disclosable pecuniary interest if it -*
 - (a) *relates to you, or*
 - (b) *is an interest of -*
 - (i) *your spouse or civil partner; or*
 - (ii) *a person with whom you are living as husband and wife; or*
 - (iii) *a person with whom you are living as if you were civil partners*

and you are aware that the other person has the interest.
- (3) *Disclosable pecuniary interests includes -*
 - (a) *any employment or profession carried out for profit or gain;*
 - (b) *any financial benefit received by the Member in respect of expenses incurred carrying out his or her duties as a Member (except from the Council);*
 - (c) *any current contracts with the Council;*
 - (d) *any beneficial interest in land/property within the Council's area;*
 - (e) *any licence for a month or longer to occupy land in the Council's area;*
 - (f) *any tenancy where the Council is landlord and the Member (or person in (2)(b) above) has a beneficial interest; or*
 - (g) *a beneficial interest (above the specified level) in the shares of any body which has a place of business or land in the Council's area.*

Non-Statutory Disclosable Interests

- (4) *If a Member has a non-statutory disclosable interest then you are required to declare that interest, but may remain to discuss and vote providing you do not breach the overall Nolan principles.*
- (5) *A Member has a non-statutory disclosable interest where -*
- (a) a decision in relation to the business being considered might reasonably be regarded as affecting the well-being or financial standing of you or a member of your family or a person with whom you have a close association to a greater extent than it would affect the majority of the council tax payers, rate payers or inhabitants of the ward or electoral area for which you have been elected or otherwise of the authority's administrative area, or*
 - (b) it relates to or is likely to affect a disclosable pecuniary interest, but in respect of a member of your family (other than specified in (2)(b) above) or a person with whom you have a close association, or*
 - (c) it relates to or is likely to affect any body –*
 - (i) exercising functions of a public nature; or*
 - (ii) directed to charitable purposes; or*
 - (iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union) of which you are a Member or in a position of control or management.*

and that interest is not a disclosable pecuniary interest.

2. Filming, Photography and Recording at Council Meetings

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Agenda and enclosures can be viewed on the District Council's website – www.huntingdonshire.gov.uk (under Councils and Democracy).

If you would like a translation of Agenda/Minutes/Reports or would like a large text version or an audio version please contact the Elections & Democratic Services Manager and we will try to accommodate your needs.

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HUNTINGDONSHIRE DISTRICT COUNCIL

MINUTES of the meeting of the COUNCIL held in the Civic Suite, Pathfinder House, St Mary's Street, Huntingdon PE29 3TN on Wednesday, 21 December 2016.

PRESENT: Councillor P L E Bucknell – Chairman.

Councillors J D Ablewhite, T D Alban,
K M Baker, D Brown, G J Bull, E R Butler,
S Cawley, B S Chapman, J E Corley,
S J Criswell, J W Davies, D B Dew,
Mrs A Dickinson, Mrs A Donaldson,
Mrs L A Duffy, M Francis, R Fuller, J A Gray,
S Greenall, R Harrison, T Hayward,
R B Howe, B Hyland, Mrs P A Jordan,
P Kadewere, Mrs R E Mathews, J M Palmer,
P D Reeve, Mrs D C Reynolds,
T D Sanderson, M F Shellens, L R Swain,
Mrs S L Taylor, R G Tuplin, D M Tysoe,
D Watt, R J West and J E White.

APOLOGIES: Apologies for absence from the meeting were submitted on behalf of Councillors Mrs B E Boddington, R C Carter, Mrs S Conboy, I D Gardener, D A Giles, Mrs S A Giles, D Harty, D J Mead, J P Morris, Mrs J Tavener and D R Underwood.

45. MEMBERS' INTERESTS

No declarations were received.

46. CONFERMENT OF THE TITLES OF HONORARY ALDERMAN: SECTION 249, LOCAL GOVERNMENT ACT 1972

By way of a report by the Elections and Democratic Services Manager (a copy of which is appended in the Minute Book) the Council was reminded that they had agreed to introduce titles of Honorary Aldermen and Honorary Alderwomen for current and future Members of the Council who cumulatively had served a minimum of 12 years as an elected Councillor on the District Council.

The Chairman invited Former Councillor A Hansard to join the meeting, whereby he referred to his role at Cambridgeshire County Council, Portfolio Holder at the District Council and Mayor of St Neots Town Council. Councillor R Harrison paid tribute to former Councillor Hansard as a true gentleman and someone that he had looked up to and thanked him for his contribution that he had made to the Council and residents of the District.

In the absence of former Councillor I C Bates, Councillor D B Dew relayed a response on his behalf and reported upon how privileged he was to receive the award. Councillor Dew also referred to key events during former Councillor Bates' time at the District Council, including the introduction of the wheeled bins throughout the District,

redevelopment of Pathfinder House and Eastfield House and the transfer of the housing stock to Huntingdonshire Housing Partnership, now Luminus.

Following tributes to Messrs Hansard and Bates for the contribution they had made to public life and the community of Huntingdonshire it was moved by the Chairman, Councillor P L E Bucknell and seconded by the Vice-Chairman, Councillor R J West and

RESOLVED

that, in sincere appreciation of distinguished public service, the title of Honorary Alderman be conferred upon former Councillors A Hansard and I C Bates in accordance with Section 249 of the Local Government Act 1972.

Therefore and having invited former Councillor Hansard to approach the dias, the Chairman presented him with a certificate in recognition of the title of Alderman and Alderman insignia to be worn on occasions when required to attend civic functions on behalf of the Council.

The Chairman undertook to present a certificate and Alderman insignia to former Councillor Bates at a future meeting at Cambridgeshire County Council.

The meeting ended at 6.55pm.

Chairman

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47. PRAYERS

Councillor J D Ablewhite opened the meeting with prayer.

48. CHAIRMAN'S ANNOUNCEMENTS

The Chairman presented to Council an account of the activities both he and the Vice-Chairman, Councillor West had attended since the last meeting. In so doing Members' attention was drawn to his attendance at the Hunts Post Business Awards at the Burgess Hall, flag raising events for Remembrance Day and centenary commemorations for the Battle of the Somme and Jutland and wreath laying at St Ives and Ramsey.

Particular mention was made of the Chairman's visits to his three charities, namely Dreamdrops at Hinchingsbrooke Hospital, Carers Trust and Cruse Bereavement and reported that cheques would be presented to them at the end of the Municipal Year.

In concluding, the Chairman highlighted attendance at carol services around the District and hosting of the Council Carol Service that welcomed singing from Hartford Infant and Junior School.

49. MINUTES

The Minutes of the meetings of the Council held on the 19th October and 16th November 2016 were approved as correct records and

signed by the Chairman.

Councillor Ms S L Taylor referred to the absence of a record of her question raised at the meeting of the Council held on 19th October 2016 on the cost of the clean-up operation following the removal of the travellers from the Riverside Car Park, St Neots. Whereupon, it was noted that a response would be provided to Councillor Ms Taylor outside of the meeting.

50. MEMBERS' INTERESTS

Councillor M Francis declared a non-statutory disclosable interest in Item No. 56 by virtue of his position as Chairman of the Corporate Governance Committee.

51. CAMBRIDGESHIRE AND PETERBOROUGH EAST ANGLIA DEVOLUTION

The Chairman welcomed to the meeting County Councillor S Count who had been invited to the meeting to address the Council on an update on the Devolution Programme for Cambridgeshire and Peterborough. A copy of the PowerPoint presentation is appended in the Minute Book.

Councillor Count introduced himself as Chairman of the Shadow Cambridgeshire and Peterborough Combined Authority and explained that he would remain in post until the election of the Mayor in May 2017. Members were reminded of details of the Devolution journey that had taken place since June 2016 but had been ongoing for some 2-3 years previously. Attention was drawn to the main features of the Devolution agreement with an annual fund of £20m for 30 years for infrastructure, £100m fund for affordable housing and explained that although the budgets and powers had been devolved from Cambridgeshire County Council and Peterborough City Council for transport the remaining services would continue to be delivered locally.

In highlighting other features of the Devolution agreement, Councillor Count advised Members of work currently being undertaken on Devolution deal 2 that would focus on deprived areas, health and social care, new homes, infrastructure and community safety and was anticipated for submission to government prior to the Spring budget.

Attention was drawn to the financial implications, in particular the ability to levy a supplementary business rate that was subject to approval from the business community and the total overheads that had been broken down for 2017/18, none of which would need to be met locally from the local authorities.

In discussing the governance arrangements for the Combined Authority, Councillor Count explained how the voting structures would work with responsibilities allocated to other members of the Combined Authority and the Overview and Scrutiny Committee arrangements that would be considered at Item No. 60 ante. Members were also provided with an update on progress of the various work streams, with each Council Leader having been allocated a specific work stream with Officer support.

In concluding his presentation, Councillor Count reminded Members of the timetable for implementation with the establishment of the Combined Authority in February 2017 and election of Mayor in May 2017.

In response to a question from Councillor B S Chapman on the specific areas of deprivation in Cambridgeshire, highlighting St Neots as a particular problem area, Councillor Count referred to pilot deprived areas identified for improvement in the Devolution area in accordance with the Indices of Deprivation for Cambridgeshire 2015 that would be used as example cases to roll-out further to other deprived areas in the future. He also referred to the St Neots Masterplan that had formed the basis of the initial Devolution deal proposals.

Councillor P D Reeve raised questions in relation to how the business community would take the decision on levying of the supplementary business rate and support for the Overview and Scrutiny Committee, whereby Councillor Count explained that although unable to specifically answer the question he anticipated that this would be undertaken through the Local Enterprise Partnership and the Overview and Scrutiny Committee would have a dedicated Officer support from the Combined Authority that had been allocated in the budget.

Councillor M F Shellens requested a copy of the Indices of Deprivation 2015 and highlighted his concern for skilled house building labour, whereby Councillor Count indicated his shared concern and explained that they would be addressing this issue through the provision of college courses and investigation of alternative house building methods to accelerate the provision of required housing in the area. Councillor Count also undertook to arrange for the circulation of details of the Indices of Deprivation to all Members following the meeting.

In concluding, the Executive Leader, Councillor R B Howe, drew Members attention to the second stage of the Devolution deal where the decision had been taken to focus on investment in our market towns through an integrated approach to economic development. Councillor Howe explained that it was anticipated that following the initial allocation of funding, alternative investment would be explored to generate further capital. In referring to shortage of housing, Councillor Howe questioned whether a suitable pilot provider for alternative house building could be identified within 12 months. In response Councillor Count explained that some of the larger housing allocations could be piloted with modular homes with a view to upscaling dependent upon the success of the constructions.

52. EXECUTIVE COUNCILLOR PRESENTATIONS

(a) Councillor J A Gray, Executive Councillor for Strategic Resources

Councillor J A Gray, Executive Councillor for Strategic Resources, addressed the Council on the budget principles and framework, together with focus on the future challenges

faced by the Council. Attention was drawn to the timetable for the forthcoming budget setting process and Members noted that the Council was awaiting the draft settlement from the Department for Communities and Local Government. Councillor Gray reminded Members of the achievements to date with the ZBB process that had resulted in an excess of £5m savings, service transformation, LEAN reviews and development of shared services. It was reported previously that the Council had submitted a four year strategic efficiency plan to the Secretary of State which was designed to allow for further savings and benefits for the local community. Councillor Gray reported that the Council had been successful and received confirmation of the Multi Year Settlement Offer in November 2016.

Members' attention was drawn to the updated 'Plan on a Page' and suggested areas for income generation, including an increase in Council Tax, the ongoing commercial investment and adoption of a differential charging policy. Alongside income generation, Councillor Gray focussed on the efficiencies that had already been identified through ZBB, continuation of shared services, commercialisation through partnership with external organisations and transformation of services.

Turning attention to the latest budgetary information, Members noted that there would be a freeze on pension contributions for the next three years, anticipated income from the Commercial Investment Strategy of £1.1m and savings resulting from two ongoing service restructures.

In concluding his presentation, Councillor Gray focussed upon the future and identified risks with the transformation programme of increasing the retention of business rates from 50% to 100% by 2020/21, a requirement to financially review proposals and policies going forward in light of Devolution and budget pressures in the last two years of the Medium Term Financial Strategy arising from potential removal of the New Homes Bonus and policy to freeze Council Tax.

In referring to the figures presented on the 'Plan on a Page', Councillor M F Shellens questioned the accuracy, whereby Councillor Gray explained that they would be updated post February 2017 following approval of the budget and additional years added. He referred to the uncertainty over the New Homes Bonus allocation but indicated his confidence in achieving the income through the commercial investments that could be further invested.

In response to a question from Councillor D B Dew on the potential for growth in business rates, Councillor Gray acquainted Members with the current formula and proposals for 2020/21, although it was still uncertain as to what responsibilities would transfer and the extent of the growth in the District.

Arising from a question from Councillor P D Reeve on the availability of the budgetary information for all Members, Councillor Gray explained that information would be available after publication of the Agenda for Overview and Scrutiny (Performance and Customers) on 3rd January 2017.

(b) Councillor S Cawley, Executive Councillor for Organisation and Customer Services

Councillor S Cawley, Executive Councillor for Organisation and Customer Services addressed the Council on an update of the Transformation Programme currently being undertaken by the Council. A copy of Councillor Cawley's PowerPoint presentation is appended in the Minute Book.

Members' attention was drawn to the background to organisational transformation and were acquainted with the media presentation that was presented to all staff at the launch event on 28th November 2016. Councillor Cawley explained that transformation would be delivered through development of the Corporate Plan, creating a leaner and more flexible workforce to deliver the Council's Strategic Resource Plan and increase productivity to accelerate momentum and pace to identify new ways of working.

Councillor Cawley explained the principles of placing customers at the heart of the transformation strategy that would involve customer led services and centralising more services into customer services, thereby removing the need for 'back office' and experts and bringing them to the forefront of service delivery.

Transformation would be delivered through the LEAN thinking process, explained as a cyclical, ongoing approach that would be developed through business process mapping to eliminate waste and striving for perfection. Councillor Cawley highlighted the six transformation elements in the Council as people, assets, processes, technology, operating model and commercialisation and identified the factors that would be critical to the success of the project, including political commitment from all Members.

In response to a question from Councillor T Hayward on his concern with the increased reliance on technology and impact on the older generation, Councillor Cawley explained that the Council would continue to maintain a facility for customers to contact either face to face or over the telephone. Following on this subject, Councillor M F Shellens also expressed his concern in the reliance on technology as a deterrent for some residents, whereby it was explained that the Customer Service Centre would be developed further in their level of expertise to enable resolution at the point of contact, but specialists would continue to be available.

Councillor P D Reeve referred to a similar exercise being

undertaken at Cambridgeshire County Council making use of graduates to look at identifying LEAN processes that could be replicated at the Council. In response, Councillor Cawley explained that a Transformation Team had been established, but welcomed the idea of utilising graduates. He further explained that staff and Members would be receiving regular communications updates on the project and reported that a communications specialist had been appointed to assist with the delivery of the programme.

Councillor Mrs R E Mathews expressed her concern as Chairman of the Employment Committee regarding the effect of the changes on staff and their morale, whereby Councillor Cawley explained that following the launch to all staff in November 2016, further events would be programmed to ensure all staff involvement in the development of the programme.

Arising from a question by Councillor T D Alban on how the Council responded to queries by residents that related to other Council services, the Managing Director explained that Council staff would continue to take ownership of the issue and contact the relevant authority concerned until resolution for the customer. Councillor Cawley explained that he anticipated that the Council would continue this approach going forward with the transformation programme.

(c) Questions to other Members of the Cabinet

Arising from a question by Councillor T D Sanderson on the reasoning behind the Cabinet's decision not to implement the increase in car parking charges despite rejecting the Overview and Scrutiny Panel's (Economy and Growth) decision and Cabinet's subsequent analysis and decision to increase the charges, the Executive Leader, Councillor R B Howe explained that the decision was taken not to proceed when put into the context of developing the economic viability of the market towns in the District that was felt to be counter-productive and it was noted that a parking study would be undertaken across the District. Councillor Howe explained that alternative models of charging were investigated and undertook to share these with Councillor Sanderson following the meeting.

Councillor P Kadewere asked for an update on parking issues raised previously at land near to the Oak Tree Centre, Huntingdon, whereby Councillor Howe outlined the difficulty in identifying the ownership of the land and the appropriate solution to mitigate the parking problems identified that was still being addressed.

In response to a question regarding the availability to Members of the operational status of cameras with non-operational CCTV cameras in Ramsey and potential for reimbursement to the Town Council during the period of non-operation, Councillor D Brown explained that he had been made aware of two cameras that had not been operational

as a result of the power supply and steps would be undertaken to arrange for reimbursement. Councillor Howe also explained that monthly performance information continued to be published and was available to all Members.

Arising from a query presented by Councillor S Greenall regarding parking issues raised by electors in his ward and the correct Officer to contact, it was suggested that a dedicated email address be established for car parking enquiries.

In response to a question from Councillor B S Chapman on the reported level of violent crimes in St Neots being twice the level as Huntingdon despite having fewer CCTV cameras and method for review of coverage, Councillor Brown explained that discussions would be undertaken in the New Year between the District and Town/Parish Councils with a view to offering options for locating further cameras.

53. OUTCOMES FROM COMMITTEES AND PANELS

A copy of the list of meetings held since the last meeting of the Council held on 19th October 2016 is appended in the Minute Book and Members were advised that any issues or questions could be raised in relation to these meetings.

Councillor T D Sanderson asked a question in relation to the status of the Asset Exchange between Huntingdonshire District Council and Huntingdon Town Council considered by the Cabinet at their meeting held on 17th November 2016, whereby Councillor J M Palmer reported that work was currently being undertaken on the lease and undertook to provide a written response to update Councillor Sanderson further. Furthermore Councillor P D Reeve questioned the level of outstanding loan that was held by the Council, whereby the Executive Leader, Councillor R B Howe, undertook to provide a written response outside of the meeting.

54. EXTERNAL AUDIT - PUBLIC SECTOR AUDIT APPOINTMENTS (PSAA) LTD

In conjunction with the Corporate Governance Committee at their meeting held on 7th December 2016, the Council considered a report by the Head of Resources (a copy of which is appended in the Minute Book) and Councillor M Francis presented details of a preferred option for appointing an External Auditor from 2018/19 following the novation of external audit contracts from the Audit Commission to the Public Sector Audit Appointments (PSAA) on 1st April 2015. In so doing Members were advised that these transitional provisions would be amended to allow for an extension of the contracts for one year to allow a decision to be taken on appointment of an external auditor. Whereupon, it was

RESOLVED

that the Council opts in to the appointing person arrangements made by Public Sector Audit Appointments for the

appointment of external auditors.

55. TREASURY MANAGEMENT 6-MONTH PERFORMANCE REVIEW

Consideration was given to a report by the Head of Resources (a copy of which is appended in the Minute Book) on a six-month update in respect of treasury management activity, including investment and borrowing activity and treasury performance. In so doing, Councillor J A Gray drew Members' attention to the purpose of the Treasury Management to ensure that the Council had sufficient funding to meet its daily obligations, borrow when necessary to fund capital expenditure and ensuring that any investment of surplus funds was balanced against risk.

In reminding Members that following the approval of the Commercial Investment Strategy in December 2015 the Council's strategy had been to generate additional income to assist in closing the Council's forecast gap in the revenue budget, Councillor Gray drew attention to the estimated expenditure of £20m in 2016/17 and current forecast of £9.2m that had been on track. Members also noted details of the asset investments and yields and in so doing Councillor Gray advised that guidance had been received to broaden the investments outside of the District and an Interim Commercial Estates Manager had been appointed to assist in the management of the investments.

Councillor Gray responded to questions raised by Councillor M F Shellens and explained that the asset investments and yields had not included loan investments made to Luminus, Huntingdon Gym and Huntingdon Regional College as it was only necessary to report upon Commercial Investment Strategy assets invested by the Council. Councillor Gray further explained that inflation would be updated and adjustment made in light of any increase to interest rates and explained that even though the asset yields had been higher than the interest rate, it was not possible to borrow to invest in cash investments only to borrow to invest in physical assets.

In response to a question from Councillor Mrs R E Mathews on the 'bail-in' powers should a bank become insolvent and how the Council would mitigate against this risk, Councillor Gray explained that all finance that had been invested by the Council had been through instant access and should this problem arise it would be possible to remove the funds. Whereupon, it was

RESOLVED

that the Treasury Management Performance Review for the period April to September 2016 be noted.

56. MEMBERS' ALLOWANCES SCHEME - CORPORATE GOVERNANCE COMMITTEE

In conjunction with the Corporate Governance Committee at their meeting held on 7th December 2016, the Council considered a report by the Elections and Democratic Services Manager (a copy of which is appended in the Minute Book) on proposals to adjust the Council's Members' Allowances Scheme to reflect an increase in responsibilities of the Corporate Governance Committee following a

review of the Council's Constitution earlier in the year. Whereupon, it was

RESOLVED

that Part 6 of the Council's Constitution be updated to increase the Special Responsibility Allowances for the Chairman and Vice-Chairman of the Corporate Governance Committee to reflect the same level as the Chairman and Vice-Chairman of the Employment Committee and that the appropriate adjustments be backdated to 18th May 2016.

57. SECTION 85 LOCAL GOVERNMENT ACT 1972 - RESOLUTION TO EXTEND 6 MONTH RULE

The Managing Director presented a report (a copy of which is appended in the Minute Book) detailing a request to consider the extension of the six month rule of non-attendance at meetings in relation to Councillor D Harty on the grounds of his ill-health.

Councillor R Harrison provided an update to the Council on the health of Councillor Harty and reported that after a period of ill health he was recovering and had hoped to resume some of his ward duties early in the New Year. Whereupon, the Council

RESOLVED

- (a) that Councillor D Harty's non-attendance at meetings be extended until the end of the Municipal Year in accordance with Section 85 of the Local Government Act 1972; and
- (b) that the Council's best wishes be conveyed to Councillor D Harty for continued improvement to his health.

58. MEMBERSHIP OF THE CABINET

The Executive Leader, Councillor R B Howe reported upon variations to the Cabinet that he deemed necessary in the light of changes to his role and additional workload with the onset of Devolution and confirmed his appointment of Councillor G J Bull in replacement of Councillor Gray as his Deputy Leader. Councillor Howe also confirmed the allocation of executive responsibilities as follows –

Community Resilience	Councillor Mrs A Dickinson
Leisure and Health	Councillor J M Palmer
Operations	Councillor J White
Growth	Councillor R Harrison
Commercialisation and Shared Services	Councillor D Brown
Strategic Resources	Councillor J A Gray
Transformation and Customers	Councillor S Cawley
Housing and Regulatory Services	Councillor R Fuller

Councillor Howe expressed his appreciation to Councillors R C Carter, S J Criswell and D M Tysoe for their Executive Councillor roles that they had fulfilled since their appointment in May 2016.

59. VARIATIONS TO THE MEMBERSHIP OF COMMITTEES AND PANELS

On the recommendation of Councillor G J Bull, it was

RESOLVED

- (a) that Councillors D M Tysoe and Mrs A Donaldson be appointed to the membership of the Corporate Governance Committee in place of Councillors R Fuller and J White;
- (b) that Councillors R C Carter and R J West be appointed to the membership of the Development Management Committee in place of Councillors R Fuller and J White;
- (c) that Councillor R Fuller be appointed as ex-officio member of the Licensing and Protection Committee/Licensing Committee in place of Councillor S J Criswell;
- (d) that Councillor Mrs J Taverner be appointed to the membership of the Overview and Scrutiny Panel (Economy and Growth) in place of Councillor R Fuller;
- (e) that Councillor S J Criswell be appointed to the membership of the Overview and Scrutiny Panel (Communities and Environment) in place of Councillor Mrs A Dickinson;
- (f) that Councillors D M Tysoe and R C Carter be appointed to the membership of the Overview and Scrutiny Panel (Performance and Customers) in place of Councillors Mrs A Dickinson and J White; and
- (g) that Councillor L R Swain be appointed to the membership of the Employment Committee in place of Councillor J White.

60. CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY - SCRUTINY ARRANGEMENTS

(The Chairman announced that he proposed to admit the following urgent item in accordance with Section 100B (4)(b) of the Local Government Act 1972 given the need to appoint representatives before 31st January 2017).

Consideration was given to a report by the Elections and Democratic Services Manager (a copy of which is appended in the Minute Book) on the appointment of two representatives to the Overview and Scrutiny Committee of the Cambridgeshire and Peterborough Combined Authority.

Members were informed that following the decision taken by the Council to become a constituent member of the Cambridgeshire and Peterborough Combined Authority at their meeting on 16th December 2016, there was a requirement to establish an Overview and Scrutiny Committee. In accordance with the political balance across Cambridgeshire and Peterborough, the Council was required to appoint one member from the Conservative Group and one Independent member. Whereupon, it was

RESOLVED

that Councillors R C Carter and T Hayward be appointed as the Council's representatives to serve on the Overview and Scrutiny Committee of the Cambridgeshire and Peterborough Combined Authority.

The meeting ended at 9.30pm.

Chairman

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Public

HUNTINGDONSHIRE DISTRICT COUNCIL

Title/Subject Matter: 2017/18 Budget and Medium Term Financial Strategy
(2018/19 to 2021/22)

Meeting/Date: Council – 22 February 2017

Executive Portfolio: Strategic Resources: Councillor J A Gray

Report by: Head of Resources

Ward(s) affected: All

Executive Summary:

The Council is required to consider and approve:

- The 2017/18 Budget and the Medium Term Financial Strategy (MTFS) for the period 2018/19 to 2021/22.
- The Fees and Charges schedule for 2017/18.
- The Treasury Management Policy, Strategy & Prudential, Treasury Management and Commercial Investment Strategy Indicators for 2017/18.
- The Annual Minimum Revenue Provision Policy 2017/18.
- The formal resolution to determine the Council Tax for 2017/18.

Consequently, this report presents the Council's plans in these respects.

Recommendation(s):

It is recommended that Council approves the:

- **Overall Budget 2017/18 and MTFS 2018/19 to 2021/22** *Appendix 1 includes the Revenue Budgets at Section 2, the Capital Programme at Section 3 and the 2017/18 Fees and Charges at Section 7, Annex A.*
- **The increase of 2% Council Tax for 2017/18 i.e. the Band D charge will increase to £135.84 (£133.18 2016/17)** *Appendix 1, paragraph 1.3, the formal resolution on the Council Tax, Section 6, Item (a) to (e).*
- **Future savings targets of £1.4m of Net Expenditure by 2021/22** *Appendix 2, Revised Plan on a Page.*
- **2017/18 Treasury Management Policy, Strategy & Indicators and the Annual Minimum Revenue Policy be approved** *Appendix 3.*

1. WHAT IS THIS REPORT ABOUT

1.1 The purpose of this report is to allow Council to consider and decide upon the recommendations made by Cabinet in relation to the 2017/18 Budget, the Medium Term Financial Strategy (MTFS), the Treasury Management Policy/Strategy and other associated matters.

1.2 It also seeks Council's formal determination of the Council Tax for 2017/18.

2. BACKGROUND

2.1 During January 2017 and February 2017, the Overview & Scrutiny Panel (Performance and Customers) and Cabinet received reports:

- detailing the savings and growth proposals, the removal of Zero Based Budgeting (ZBB) savings,
- the planned increase in Council Tax of 2% for 2017/18 and for the duration of the MTFS,
- Final Capital Programme 2017/18 to 2021/22,
- Final 2017/18 Budget and MTFS (2018/19 to 2021/22).

2.2 However, at the 9 February 2017 Cabinet, it was agreed to recommend to Council to continue with a 2% Council Tax increase for 2017/18 but reduce the Council Tax increase to 1.5% for each year of the MTFS.

2.3 Since 2015/16 the Council has adopted a strategy known as 'Plan on a Page' which sets out the Council's financial strategy. The Council continues to face challenges over the medium term in its obligations to provide cost effective services. The updated Plan on a Page at **Appendix 2** shows that the Budget gap is now £1.4m by 2021/22. This is a significant reduction from £3.6m which was reported last year.

3. 2017/18 Budget and MTFS (2018/19 to 2021/22)

3.1 The detailed 2017/18 Budget & MTFS (2018/19 to 2021/22) is shown in **Appendix 1**. The key elements that members should note are as follows:

- i. Paragraph 1.3.1, this shows that for 2017/18:
- Net expenditure for the Council is £17.2m.
 - The Budget Requirement for the Council is £20.2m.
 - A budgeted contribution to reserves of £3.0m.
 - Council Tax Requirement for the Council is £8.166m.
 - Council Tax Base is 60,111
 - Council Tax per Band D property is £135.84.

This represents a Council Tax increase of 2% for 2017/18.

64% of businesses who responded to the business consultation supported the proposal to increase Council Tax (**Appendix 4**).

- For the MTFS period, 2018/19 to 2021/22, Council Tax per Band D property increases by 1.5% each year for the period of the MTFS.

68% of businesses who responded to the recent business consultation supported the proposal to increase each year (**Appendix 4**).

- ii. Paragraph 1.4.1, this shows that:
 - for 2017/18, it is estimated that General Fund reserves at the end of the year will be £2.6m, maintained at the 15% minimum level.
 - By the end of the MTFs period, 2021/22, the 15% minimum level of general fund reserves is maintained.
- iii. 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 along with a breakdown by team (objective analysis). These paragraphs show the details of the overall Net Expenditure budget of £17.2m for 2017/18 (£17.9m 2016/17).
- iv. Paragraph 3.1 details the proposed Capital Programme for 2017/18 at £9.3m (£11.2m 2016/17) and the details for period 2018/19 to 2021/22.
- v. Paragraph 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 £70.2m in 2017/18 to £58.3m in 2021/22 as a result of the MRP that is being set aside and also take in to account the future financing for the CIS and the Capital Programme.
- vi. Paragraph 6.1 is the Formal 2017/18 Council Tax Resolution, with Paragraph 6.2 illustrating the Council Tax Base. Paragraph 6.3 and 6.4 will show the:
 - 2017/18 Council Tax by Property Band for each Precepting Authority, and the Billing Authority, and the
 - Total 2017/18 Council Tax by Property Band for each Precepting Authority and the Billing Authority.

However, at the time of drafting this report not all Precepting Authorities had issued their Precepts, these papers will be distributed on the evening of the meeting (if all Precepting Authorities have by then determined their precept).

The Resolution and accompanying tables are based on the assumption that the Council will support the proposals in the Budget report for Huntingdonshire District Councils' Council Tax for 2017/18.

- vii. Paragraph 7.0 and Annex A details the Fees and Charges Schedule for 2017/18. 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.
- viii. Paragraph 8.0 is the statutory Robustness Report required by the Responsible Financial Officer (Section 151 officer). In summary, the budget proposed for 2017/18 should not give Members any significant concerns over the Council's financial position. In respect of the MTFs 2018/19 to 2021/22; with changes in direct government funding (RSG

being withdrawn in 2019/20 and forecast reductions in NHB as a consequence to statutory changes in the scheme) this will inevitably increase funding risk to the provision of services. However, with the Council increasing Council Tax, continually reviewing budgets and along with the #Permissions Transformation programme it is fair to conclude that the Council is taking proactive action to manage its budgetary concerns.

4. Treasury Management Policy & Strategy and the Annual Minimum Revenue Provision for 2017/18

4.1 The Treasury Management Policy & Strategy and the Annual Minimum Revenue Provision for 2017/18 are detailed in **Appendix 3**. The key elements that members should note are as follows:

- i. A decrease in the net borrowing costs (£110,000) resulting from a combination of the extensive use of internal borrowing (ie using the Council' own cash balances) instead of borrowing from external sources.
- ii. The continued general investment strategy of keeping investments highly liquid and lower risk, by investing in mainly money market funds (highly diversified and instantly accessible) and call accounts (overnight deposit accounts).
- iii. The treasury function and the MTFS is operating in an economic environment where:
 - Inflation is low, with indications of some increase in the short-term but still remaining at historically low levels.
 - The credit outlook is improving but still remains uncertain.
 - EU Brexit negotiations will add uncertainty as they progress.
 - Interest rates are very low, and despite forecast increases, have remained so. The latest forecast suggests the maintenance of the base rate at 0.25% until 2020, with the slight possibility of a fall towards zero.
- iv. The inclusion of the CIS performance indicators against which the CIS investments will be monitored. Though some indicators will only be calculated once borrowing to finance the CIS is carried out.
- v. The addition of a new Minimum Revenue Provision policy (the charge to revenue for the repayment of debt) to cover CIS investments where they are being financed by maturity loans.

4.2 The revenue consequences of past capital investment decisions, along with the consequences of new decisions, would be expected to represent a higher proportion of a reducing budget over the medium-term. However, debt as a singular issue should not be a concern providing it is recognised, managed and budgeted for; which is clearly demonstrated by the fact that the Council:

- has in place good processes to approve and monitor capital investment decisions, both at the officer level via the Finance Governance Board and at member level via the Treasury and Capital Management Group.
- recognises the impact of Capital decisions on the Council's budget, as these costs are embedded within the Corporate Finance sub-sections of

the budget as well as the overall impact of the MTFS on Reserves (section 1.4, **Appendix 1**).

Table 1	Analysis of Net Cost of Borrowing or Lending Activity v Net Expenditure				
	Budget	Medium Term Financial Strategy			
	2017/18	2018/19	2019/20	2020/21	2021/22
	£000s	£000s	£000s	£000s	£000s
Net Expenditure	20,177	18,777	18,429	18,837	19,227
Net Interest and Borrowing Costs					
Total	2,310	2,573	2,688	2,654	2,597
As % Total Net Spending	11.4%	13.7%	14.6%	14.1%	13.5%
Net Cost of Borrowing	3,027	2,817	2,764	2,826	2,884
Does this Exceed 15%	No	No	No	No	No
By how much	n/a	n/a	n/a	n/a	n/a
% of Net Expenditure					

5. OPTIONS CONSIDERED/ANALYSIS

- 5.1 In preparing the budget due consideration has been given to a range of options and these have been reported to Cabinet as part of the Zero Based Budgeting process and again through the budget setting process.

6. KEY IMPACTS/RISKS? HOW WILL THEY BE ADDRESSED?

- 6.1 The delivery of the 2017/18 budget will be managed via the Council's budget monitoring processes throughout the year.
- 6.2 However, by 2021/22, there are a number of key savings initiatives or additional income generation schemes that must be delivered in a timely fashion to secure the £1.4m (8%) savings required (1.3.1) to ensure that the Council has a balanced budget.

7. WHAT ACTIONS WILL BE TAKEN/TIMETABLE FOR IMPLEMENTATION

- 7.1 The 2017/18 Budget forms an integral part of the service planning process for 2017/18 and, therefore, 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.

8. LINK TO THE CORPORATE PLAN

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

9. CONSULTATION

Internally

- 9.1 In October 2016 senior officers undertook a line by line budget challenge process, comparing the year to date budget variance and, where significant underspends were occurring, challenging as to whether these could be

removed. Further savings and additional income was identified by Head of Services in consultation with Portfolio holders during the subsequent detailed budget setting.

Externally – Business and Voluntary Sector

- 9.2 Between the Draft Budget being approved by Cabinet in January 2017 and the Final Budget being presented to Cabinet in February 2017, a consultation with the Business and Voluntary Sector communities has taken place. The results of this consultation are shown in **Appendix 4**.

10. LEGAL IMPLICATIONS

- 10.1 As per the Sections 31A and 42A of the Local Government Finance Act 1992, the Council is required to set a balanced budget. This is achieved for 2016/17 so the setting of the Council Tax at the level mentioned within the report is appropriate.
- 10.2 Over the period of the MTFS (2018/19 to 2021/22) it is forecasting savings are required from 2019/20 of £1.4m per year. However, there are sufficient reserves in the general fund to cover this. The Plan on a Page identifies savings to get to these net deficits of £1.4m per year, but if these are not achieved there will be unbalanced Budgets because there will be insufficient funds within reserves to meet the difference between Net Expenditure and Funding. If such a scenario was faced by the Council, the Local Government Finance Act 1988 would require the Council's Responsible Financial Officer to issue a S.114 report.

11. RESOURCE IMPLICATIONS

- 11.1 The Council is required to set a balanced budget for 2017/18. **Appendix 1** includes a report from the Head of Resources (as the Responsible Financial Officer) confirming that he considers the budget is sufficiently robust and that there are adequate reserves.

12 REASONS FOR THE RECOMMENDED DECISIONS

- 12.1 To enable members of the Council to consider the:
- 2017/18 Budget and Council Tax to be set.
 - implications for the Council in respect of the Medium Term Financial Strategy for the period 2018/19 to 2021/22.

13. LIST OF APPENDICES INCLUDED

Appendix 1: 2017/18 Budget & Medium Term Financial Strategy 2018/19 to 2021/22

Appendix 2: Plan on a Page

Appendix 3: Treasury Management Policy & Strategy and the Annual Minimum Revenue Provision Policy for 2017/18


Appendix 4: Budget consultation results – Business and Voluntary Sector

BACKGROUND PAPERS


None.

CONTACT OFFICERS

Clive Mason, Head of Resources

 01480 388157

Adrian Forth, Finance Manager

 01480 388605

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FINAL
2017/18 Budget
&
Medium Term Financial
Strategy
2018/19
To
2021/22

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1.0 STRATEGIC BUDGET SUMMARY

1.1 Savings and Growth

- **Line by Line Review**

1.1.1 In October 2016 senior officers undertook a line by line budget challenge process, comparing the year to date budget variances and, where significant underspends were occurring, challenging as to whether these could be removed. Further savings were identified by Heads of Services during the subsequent detailed budget setting. The results of this review are budget reductions of £700,000 as detailed in **Table 1** below.

Table 1 Line by Line Review Savings	
	2017/18
	£000
Community Services	(55)
Customer Services	(26)
Development Services	(223)
Operational Services	(246)
Leisure & Health	0
Corporate Team	(36)
ICT	0
Directors	0
Resources	(114)
TOTAL	(700)

- **Capital**

1.1.2 The revenue budget contains any implications from the proposed Capital Programme for 2017/18 and the MTFs, whether that will be savings as a result of investment, additional running costs or the cost of borrowing and Minimum Revenue Provisions.

- **Growth**

1.1.3 Growth has appeared within the budget for one of 4 reasons:

- Inflation on employee costs and business rate changes
- Employees increment related growth
- Non-employee budgets non-controllable growth
- Controllable growth

1.1.4 **Table 2** below shows the total growth for 2017/18 in each of these categories

	Unavoidable			Optional Growth	TOTAL
	Inflation	Employee Related Growth	Other Growth		
	£'000	£'000	£'000	£'000	£'000
Community Services	19	48	0	0	67
Customer Services	34	29	278	0	341
Development Services	22	11	0	281	314
Operational Services	74	120	0	25	219
Leisure and Health	21	231	0	148	400
ICT	24	16	0	0	40
Resources	21	(2)	0	0	19
Corporate Team	7	0	0	17	24
Directors	5	0	0	26	31
TOTAL	227	453	278	497	1,455

- Commercial Investment Strategy

1.1.5 A key part of the Council's overall Budget strategy is the Commercial Investment Strategy (CIS), as approved by the Council in 2015. It is anticipated that the investments from the CIS will increase in 2017/18 and then stabilise for the following years. As a result there is an increase in the net income budget for CIS of £0.5m to give an annual net income stream of £1m.

- **Summary Impact of all budget changes**

1.1.6 Overall, line by line reviews, Capital and Growth have resulted in a net reduction in the Council's budget of £0.7m (4%) when compared to the 2016/17 Original Budget and an increase of £0.1m (1%) when compared to the 2016/17 Forecast Outturn. A service by service summary is shown in **Table 3** below.

Service	2016/17		2017/18							Variance	
	Forecast Outturn	Original Budget	ZBB Savings	Line by Line Review	Capital	Inflation	New Initiatives	Other (Incl Growth Items)	Proposed Budget	To 2016/17 Forecast	To 2016/17 Budget
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	%	%
Directors & Corporate Team	1,691	1,662	(102)	(36)		12	72	85	1,693	0%	2%
Resources	(30)	343	(62)	(53)	(54)	21	(38)	(883)	(726)	2321%	(312%)
Customer Services	2,524	2,355	(188)	(26)	(12)	34	0	496	2,659	5%	13%
Operations	4,206	4,093	(394)	(247)	(41)	74	416	120	4,021	(4%)	(2%)
Development	725	1,370		(223)		22	112	75	1,356	87%	(1%)
Community	1,567	1,775	(34)	(55)	0	19	(26)	27	1,706	9%	(4%)
Leisure & Health	3	(280)	(54)		(43)	21	30	166	(160)	(5436%)	(43%)
Corporate Finance	4,408	4,799		(61)	291			(88)	4,941	12%	3%
ICT Shared Service	1,986	1,796	(1)			24		(98)	1,721	(13%)	(4%)
Net Expenditure	17,080	17,913	(835)	(701)	141	227	566	(100)	17,211		

Forecast Outturn 17,080 → 131 ← 17,211 1%

Budget 17,913 → (702) ← 17,211 (4%)

1.2 Revenue spending and sources of income

Income

- 1.2.1 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 the use of the Document Centre, Licensing and Planning Services. Service specific income is shown later in this report within the service budget pages.
- 1.2.2 In addition the Council also generates income from corporate activity; this mainly focuses on Treasury Management. However, this is considerably less than in recent years because of the current extremely low interest rate environment.

Government Grant

- 1.2.3 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 15 December the Government made an announcement in respect of New Homes Bonus and that the 2017/18 settlement would be £3.7m. At this time the Council continues to rely on NHB as part of the base budget.
 - On the 15 December the Government announced the Revenue Support Grant (RSG) 2017/18 provisional settlement for the Council of £1.2m.

Council Tax and Business Rates

- 1.2.4 There is an assumption within the Budget 2017/18 of a Council Tax increase of 2% and over the term of the MTFS a 1.5% increase per annum. Therefore, the Council Tax for 2017/18 will be £135.84 per Band D equivalent property.
- 1.2.5 The Council receives 40% of the Business rates collected and, after allowing for the tariff payment, it estimates this to be £4.6m in 2017/18. An increase of 2% is allowed year on year over the MTFS period to reflect the annual inflation increases to the business rates multiplier.

Collection Fund Surplus/Deficit

- 1.2.6 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.
- 1.2.7 The estimated year end position of the Collection Fund is shown in **Table 4** below along with the share that is apportioned to the Council.

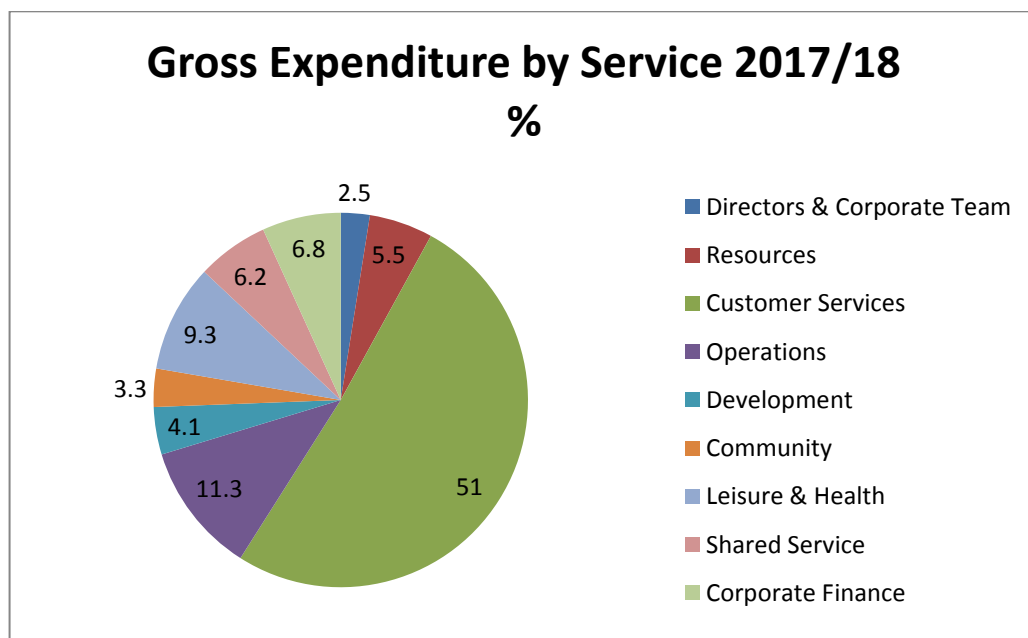
Collection Fund Estimated Surplus 2016/17		
Table 4	(Surplus)/Deficit (£'000)	HDC Share (£'000)
Council Tax	(389)	(53)
Business Rates	(3,702)	(1,481)
TOTAL	(4,091)	(1,534)

1.3 Summary Budget

1.3.1 Considering the 2% increase in Council Tax for 2017/18 and a 1.5% Council tax increase over the MTFS period and the Budget setting process, this results in the funding statement shown in **Table 5** and **Table 6** below.

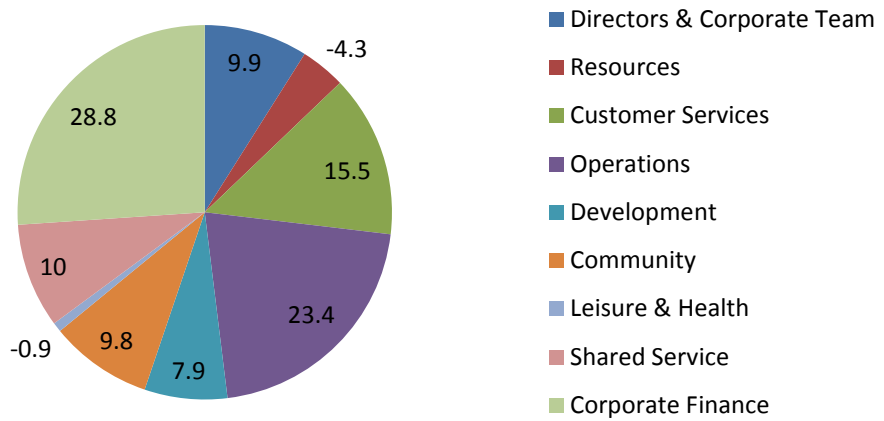
Table 5 Council Services Net Expenditure Budget and MTFS							
	Forecast	Original Budget	Budget	Medium Term Financial Strategy			
	2016/17 £000	2016/17 £000	2017/18 £000	2018/19 £000	2019/20 £000	2020/21 £000	2021/22 £000
Services Provided:							
Community Services	1,829	1,911	1,690	1,648	1,648	1,690	1,724
Customer Services	2,524	2,355	2,659	2,591	2,615	2,677	2,734
Development Services	725	1,370	1,355	1,352	1,411	1,458	1,505
Operational Services	3,961	3,968	4,029	3,811	3,817	3,922	4,029
Leisure and Health	3	(280)	(160)	(284)	(298)	(236)	(153)
Corporate Team and Directors	2,364	2,300	1,711	1,650	1,662	1,687	1,704
ICT	1,986	1,796	1,721	1,730	1,738	1,753	1,769
Resources	(720)	(308)	(737)	(920)	(993)	(975)	(957)
Corporate Finance	4,408	4,799	4,942	5,232	5,376	5,390	5,383
TOTAL	17,081	17,913	17,211	16,810	16,977	17,365	17,737
- Expenditure	76,175	76,806	78,133	78,069	78,378	78,809	79,224
- Income	(59,095)	(58,893)	(60,923)	(61,260)	(61,401)	(61,444)	(61,487)
- Net Expenditure	17,081	17,913	17,211	16,810	16,977	17,365	17,737

Table 6 Funding streams and a 2% Council Tax Increase for 2017/18 and 1.5% for the MTFS						
	Original Budget	Budget	Medium Term Financial Strategy			
	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22
	£'000	£'000	£'000	£'000	£'000	£'000
Net Expenditure	17,913	17,211	16,810	16,977	17,365	17,737
Contribution to/(from) Earmarked Reserves:	0	(65)	0	0	0	0
- Commercial Investment Strategy	0	0	0	2,674	2,674	2,674
- Other	(257)	0	0	0	0	0
General Reserves	0	3,032	1,968	(1,222)	(1,202)	(1,184)
Change to Budget Surplus Reserve		0	(41)	(85)	(132)	(180)
Budget Requirement	17,656	20,177	18,737	18,344	18,705	19,047
Non-Domestic Rates	(4,190)	(4,622)	(5,961)	(6,059)	(6,158)	(6,260)
S31 Grant	(1,018)	(1,018)	(1,018)	(1,018)	(1,018)	(1,018)
Revenue Support Grant (RSG)	(2,110)	(1,182)	(604)	0	0	0
New Homes Bonus	(4,965)	(3,656)	(2,787)	(2,674)	(2,674)	(2,674)
Collection Fund (Surplus) / Deficit	257	(1,534)	0	0	0	0
Council Tax Requirement	5,630	8,166	8,366	8,593	8,855	9,096
- Base (*)	59,358	60,111	60,675	61,403	62,338	63,085
		135.84	137.88	139.95	142.05	144.18



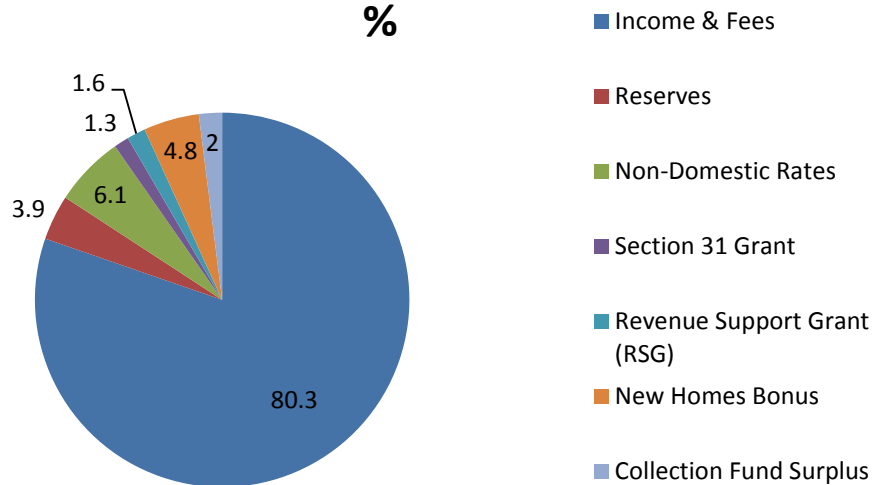
Net Expenditure by Service 2017/18

%



How Services are Paid for in 2017/18

%



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 and growth built into the budget 2017/18 and MTFS is shown in **Table 7** below.

Table 7 Council General Fund and Earmarked Reserves						
	Forecast	Budget	Medium Term Financial Strategy			
	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22
	£'000	£'000	£'000	£'000	£'000	£'000
GENERAL FUND						
Brought forward	2,537	2,568	2,582	2,521	2,547	2,605
Contribution to Reserve	31	3,032	1,927			
Contribution (from) Reserve				(1,307)	(1,333)	(1,364)
Contribution to/(from) Budget Surplus Reserve		(3,018)	(1,988)	1,332	1,391	1,420
Carried forward	2,568	2,582	2,521	2,547	2,605	2,661
<i>Minimum Level of Reserves</i>	<i>2,568</i>	<i>2,582</i>	<i>2,521</i>	<i>2,547</i>	<i>2,605</i>	<i>2,661</i>
EARMARKED RESERVES						
Commercial Investment Reserve						
Brought forward	12,390	3,230	3,230	3,230	5,904	8,578
Contribution to Reserve	40	0	0	2,674	2,674	2,674
Contribution (from) Reserve	(9,200)	0	0	0	0	0
Carried forward	3,230	3,230	3,230	5,904	8,578	11,253
Budget Surplus Reserve						
Brought Forward	805	3,425	6,443	8,430	7,098	5,708
Contribution to Reserve	2,909					
Contribution (from) Reserve	(289)					
Contribution from/(to) General Fund	0	3,018	1,988	(1,332)	(1,391)	(1,420)
Carried forward	3,425	6,443	8,430	7,098	5,708	4,288

Analysis of Budget Movements:-

	HDC Budget				
	2017/18	2018/19	2019/20	2020/21	2021/22
	£	£	£	£	£
Original Budget for 2016/17 Approved February 2016	17,912,784	17,912,784	17,912,784	17,912,784	17,912,784
Impact of Inflation on Pay, NI and Pensions	208,387	427,700	647,041	883,304	1,121,950
Impact of Inflation on NDR	17,339	39,520	62,053	85,038	108,482
Savings identified during Line by Line review meetings	(701,141)	(701,141)	(701,141)	(701,141)	(701,141)
Previous ZBB savings identified	(835,100)	(1,397,000)	(1,727,000)	(1,727,000)	(1,727,000)
Delay to achievement of ZBB savings	53,633	15,596	20,000	20,000	20,000
Impact of Service Initiatives	(95,138)	(120,138)	(120,138)	(120,138)	(120,138)
Impact of Corporate Initiatives	173,788	173,788	173,788	173,788	173,788
Impact of Capital Schemes	(149,483)	(221,334)	(282,134)	(301,834)	(316,634)
Pension Rate Change	(77,756)	(77,769)	(77,784)	86,578	254,078
Increase in Pension Lump Sum Amount	74,000	74,000	74,000	74,740	75,487
Payroll Adjustments					
Community Services	45,726	19,184	17,724	17,724	17,724
Customer Services	29,416	10,076	10,076	10,076	10,076
Development	14,727	20,390	20,390	20,390	20,390
Leisure & Health	230,685	230,685	230,685	230,685	230,685
Operations	191,073	191,073	191,073	191,073	191,073
Directors & Corporate Team	61,686	61,686	61,686	61,686	61,686
ICT Shared Service	15,738	15,738	15,738	15,738	15,738
Resources	(2,167)	(2,167)	(2,167)	(2,167)	(2,167)
Other Budget Adjustments					
Community Services	(191,500)	(198,835)	(215,480)	(209,635)	(211,002)
Customer Services	480,321	531,578	679,378	681,878	679,378
Development	348,942	341,229	375,310	376,217	377,139
Leisure & Health	(57,328)	(180,553)	(181,533)	(182,519)	(168,710)
Operations	193,960	184,076	197,010	197,962	198,934
Directors & Corporate Team	(584,488)	(590,794)	(591,104)	(587,663)	(592,230)
ICT Shared Service	(104,847)	(120,383)	(136,073)	(163,855)	(191,836)
Resources	(172,398)	(248,639)	(240,954)	(240,395)	(239,828)
Corporate Finance	129,703	419,191	563,500	561,474	538,600
Budget Awaiting Approval February 2017	17,210,562	16,809,541	16,976,728	17,364,788	17,737,306

* *Controllable Budgets – Support Service costs (e.g. HR and Financial Services) are not included in the service budgets in the tables above. Therefore, the Controllable Budgets do not represent the total cost of a service.*

2.2 Service Budgets by Head of Service

Head of Community										
Actuals 2015/16	Subjective Analysis : Controllable Only *			2016/17 Forecast	2016/17 Budget	2017/18 Budget	2018/19 Budget	2019/20 Budget	2020/21 Budget	2021/22 Budget
£				£	£	£	£	£	£	£
(850,807)	Income & Fees	Fees & charges		(826,030)	(759,817)	(792,516)	(791,816)	(797,416)	(792,516)	(791,816)
(300)		Sales		(493)	0	(600)	(600)	(600)	(600)	(600)
(5,450)		Rent		(5,550)	(5,650)	0	0	0	0	0
(1,596)		Government grants		0	0	0	0	0	0	0
(28,884)		Other grants and contributions		(97,212)	(99,737)	(95,155)	(95,155)	(95,155)	(95,155)	(95,155)
(795)		Commuted Sums		0	0	0	0	0	0	0
(887,832)	Income & Fees Total			(929,285)	(865,204)	(888,271)	(887,571)	(893,171)	(888,271)	(887,571)
1,357,807	Employees	Salary		1,384,518	1,477,299	1,516,571	1,531,735	1,547,052	1,562,524	1,578,148
103,799		National Insurance		138,909	146,801	153,484	155,020	156,570	158,135	159,717
222,494		Pension		234,110	242,563	252,423	254,948	257,498	275,106	293,040
24,324		Hired Staff		19,051	7,000	2,263	(26,279)	(27,739)	(27,739)	(27,739)
13,465		Training		3,220	3,050	2,550	2,550	2,550	2,550	2,550
182		Uniform & laundry		958	1,900	425	425	425	425	425
13,696		Other staff costs		36,075	440	1,130	1,130	1,130	1,130	1,130
0		Severance Payments		43,821	0	0	0	0	0	0
1,735,767	Employees Total			1,860,662	1,879,053	1,928,846	1,919,529	1,937,486	1,972,131	2,007,271
(1,136)	Buildings	Rents		14,350	550	780	780	780	780	780
26,376		Rates		27,081	26,842	0	0	0	0	0
68,018		Repairs & Maintenance		86,817	80,200	2,500	2,500	2,500	2,500	2,500
14,469		Energy Costs		14,657	13,200	4,000	4,000	4,000	4,000	4,000
27,318		Premises Cleaning		28,150	22,626	0	0	0	0	0
2,473		Water Services		2,411	660	0	0	0	0	0
137,518	Buildings Total			173,466	144,078	7,280	7,280	7,280	7,280	7,280
344	Supplies & Services	Catering		1,116	880	521	521	521	521	521
118,311		Communication and computing		103,316	98,535	100,681	65,681	55,681	55,681	55,681
55,585		Services		50,816	67,255	68,442	68,442	68,442	68,442	68,442
183,053		Equipment, furniture & materials		132,030	128,943	121,807	123,307	121,807	123,307	121,807
18,682		Office expenses		17,673	18,220	16,272	16,272	16,272	16,272	16,272
330		Uniform & laundry		355	500	380	380	380	380	380
99		Expenses		100	0	0	0	0	0	0
376,404	Supplies & Services Total			305,406	314,333	308,103	274,603	263,103	264,603	263,103
14,817	Transport	Mileage Allowance		17,065	27,850	19,801	19,801	19,801	19,801	19,801
23,146		Operating Costs		22,874	32,711	22,877	22,877	22,877	22,877	22,877
5,282		Pool Car		6,467	7,200	6,850	6,850	6,850	6,850	6,850
2,869		Public Transport		1,494	4,250	1,111	1,111	1,111	1,111	1,111
46,114	Transport Total			47,900	72,011	50,639	50,639	50,639	50,639	50,639
(59,404)	Benefit & Transfer Payments	Contributions paid		74,558	71,010	38,525	38,525	38,525	38,525	38,525
323,015		Grants		284,875	285,000	238,000	238,000	238,000	238,000	238,000
329		Irrecoverable V A T		4,600	4,600	0	0	0	0	0
263,940	Benefit & Transfer Payments Total			364,033	360,610	276,525	276,525	276,525	276,525	276,525
6,612	Renewals Fund Contribution	Renewals Fund Contribution		6,612	6,612	6,612	6,612	6,612	6,612	6,612
6,612	Renewals Fund Contribution Total			6,612	6,612	6,612	6,612	6,612	6,612	6,612
1,678,523	Grand Total			1,828,794	1,911,493	1,689,734	1,647,617	1,648,474	1,689,519	1,723,859
2,566,355	Gross Service Expenditure			2,758,079	2,776,697	2,578,005	2,535,188	2,541,645	2,577,790	2,611,430
(887,832)	Gross Service Income			(929,285)	(865,204)	(888,271)	(887,571)	(893,171)	(888,271)	(887,571)
1,678,523	Net Service Expenditure			1,828,794	1,911,493	1,689,734	1,647,617	1,648,474	1,689,519	1,723,859
(82,676)	C C T V			(70,484)	(71,000)	(70,393)	(70,393)	(70,393)	(70,393)	(70,393)
242,981	C C T V Shared Service			220,063	212,244	256,389	224,968	218,582	224,952	231,413
261,958	Commercial Team			284,210	348,621	329,317	332,735	336,188	342,424	348,750
598,674	Community Team			626,048	625,657	534,270	537,028	539,814	544,857	549,971
9,046	Corporate Health & Safety			98,266	100,608	102,622	103,523	104,434	106,079	107,748
134,586	Environmental Health Admin			122,237	144,279	146,328	148,393	144,172	151,521	154,705
371,194	Environmental Protection Team			415,100	492,706	483,917	490,232	493,594	503,876	511,284
78,873	Head Of Community			82,481	79,602	81,263	53,526	52,878	54,340	55,823
(187,676)	Licencing			(196,155)	(161,246)	(187,554)	(185,970)	(184,370)	(181,712)	(179,017)
251,563	Projects And Assets			247,028	140,022	0	0	0	0	0
0	Emergency Planning			0	0	11,575	11,575	11,575	11,575	11,575
0	Closed Churchyards			0	0	2,000	2,000	2,000	2,000	2,000
1,678,523	Grand Total			1,828,794	1,911,493	1,689,734	1,647,617	1,648,474	1,689,519	1,723,859

Analysis of Budget Movements:-

	Head of Community Budget				
	2017/18	2018/19	2019/20	2020/21	2021/22
	£	£	£	£	£
Original Budget for 2016/17 Approved February 2016	1,911,493	1,911,493	1,911,493	1,911,493	1,911,493
Impact of Inflation on Pay, NI and Pensions	18,666	37,963	57,455	77,142	97,024
Impact of Inflation on NDR	(137)	398	943	1,498	2,065
Savings identified during Line by Line review meetings	(55,200)	(55,200)	(55,200)	(55,200)	(55,200)
Previous ZBB savings identified	(34,000)	(37,000)	(38,000)	(38,000)	(38,000)
Delay to achievement of ZBB savings	25,000	0	0	0	0
Impact of Service Initiatives	(23,000)	(23,000)	(23,000)	(23,000)	(23,000)
Pension Rate Change	(7,314)	(7,386)	(7,461)	7,497	22,755
Payroll Adjustments	45,726	19,184	17,724	17,724	17,724
Other Budget Adjustments					
Reduction to Voluntary Sector Grants	(24,000)	(24,000)	(24,000)	(24,000)	(24,000)
Additional External Income	(12,027)	(12,027)	(12,027)	(12,027)	(12,027)
CCTV Camera Replacement Re-phase	15,000	5,000	(5,000)	(5,000)	(5,000)
Bus Shelter Additional Maintenance	6,950	6,950	6,950	6,950	6,950
Emergency Planning from Head of Operations	11,575	11,575	11,575	11,575	11,575
Bus Shelters to Head of Resources	(18,810)	(18,810)	(18,810)	(18,810)	(18,810)
Watercourses to Head of Operations	(56,000)	(56,000)	(56,000)	(56,000)	(56,000)
Projects & Assets Misc to Head of Operations	(860)	(860)	(860)	(860)	(860)
Priory Centre to Head of Operations	(27,750)	(27,750)	(27,750)	(27,750)	(27,750)
Environmental Improvements to Head of Operations	(6,710)	(6,710)	(6,710)	(6,710)	(6,710)
Bus Stations to Head of Operations	(53,765)	(54,300)	(54,845)	(55,400)	(55,967)
Other Minor Changes	(25,103)	(21,903)	(28,003)	(21,603)	(22,403)
Budget Awaiting Approval February 2017	1,689,734	1,647,617	1,648,474	1,689,519	1,723,859

* *Controllable Budgets – Support Service costs (e.g. HR and Financial Services) are not included in the service budgets in the tables above. Therefore, the Controllable Budgets do not represent the total cost of a service.*

Head of Customer Services

Actuals 2015/16	Subjective Analysis : Controllable Only *		2016/17 Forecast	2016/17 Budget	2017/18 Budget	2018/19 Budget	2019/20 Budget	2020/21 Budget	2021/22 Budget
£			£	£	£	£	£	£	£
(1,552,679)	Income & Fees	Fees & charges	(1,799,640)	(1,786,772)	(1,963,393)	(1,978,393)	(1,983,393)	(1,983,393)	(1,983,393)
0		Sales	(122,426)	(140,207)	(114,017)	(113,907)	(113,607)	(113,607)	(113,607)
(358)		Rent	0	0	0	0	0	0	0
(36,481,540)		Government grants	(35,239,588)	(36,037,222)	(35,174,676)	(35,174,676)	(35,174,676)	(35,174,676)	(35,174,676)
113,753		Bad Debts Provision	113,050	78,050	100,046	100,046	100,046	100,046	100,046
(37,920,824)	Income & Fees Total		(37,048,604)	(37,886,151)	(37,152,040)	(37,166,930)	(37,171,630)	(37,171,630)	(37,171,630)
2,648,732	Employees	Salary	2,643,623	2,710,580	2,624,509	2,598,044	2,621,998	2,648,194	2,674,652
184,110		National Insurance	238,184	243,188	239,404	239,490	241,884	244,303	246,746
418,266		Pension	347,205	444,841	446,739	442,638	447,065	477,637	508,777
105,107		Hired Staff	68,105	0	0	0	0	0	0
24,599		Training	2,727	1,350	1,350	1,350	1,350	1,350	1,350
733		Uniform & laundry	2,199	2,299	799	3,200	700	3,200	700
27,237		Other staff costs	16,018	24,000	40,520	40,520	40,520	40,520	40,520
0		Severance payments	5,767	0	0	0	0	0	0
216		Recruitment	0	0	0	0	0	0	0
3,409,000	Employees Total		3,323,828	3,426,258	3,353,321	3,325,242	3,353,517	3,415,204	3,472,745
39,760	Buildings	Rents	26,606	30,598	18,098	0	0	0	0
6,120		Rates	4,954	5,828	4,380	0	0	0	0
3,575		Repairs & Maintenance	1,256	572	282	82	82	82	82
2,031		Energy Costs	843	1,200	1,200	0	0	0	0
1,209		Premises Cleaning	1,353	1,008	1,008	0	0	0	0
106		Water Services	249	200	200	0	0	0	0
192		Premises Insurance	0	0	0	0	0	0	0
52,993	Buildings Total		35,261	39,406	25,168	82	82	82	82
70,069	Supplies & Services	Rents	73,500	75,894	75,894	75,894	75,894	75,894	75,894
694		Catering	323	250	200	200	200	200	200
128,313		Communication and computing	117,061	88,915	101,964	95,464	95,464	95,464	95,464
75,592		Services	42,741	64,417	29,733	29,733	29,733	29,733	29,733
264,864		Equipment, furniture & materials	105,562	96,068	82,948	89,948	89,948	89,948	89,948
145,045		Office expenses	119,213	121,834	119,034	118,974	118,974	118,974	118,974
684,577	Supplies & Services Total		458,400	447,378	409,773	410,213	410,213	410,213	410,213
5,094	Transport	Mileage Allowance	3,948	8,400	3,800	3,500	3,500	3,500	3,500
2,057		Operating Costs	2,574	2,777	2,777	2,777	2,777	2,777	2,777
9,037		Pool Car	10,911	9,010	10,810	10,810	10,810	10,810	10,810
4,520		Public Transport	9,360	5,890	8,120	8,120	8,120	8,120	8,120
20,708	Transport Total		26,793	26,077	25,507	25,207	25,207	25,207	25,207
518,565	Benefit & Transfer Payment	Contributions paid	576,600	322,244	701,744	701,744	701,744	701,744	701,744
35,830,955		Benefits	35,151,297	35,980,000	35,295,832	35,295,832	35,295,832	35,295,832	35,295,832
36,349,520	Benefit & Transfer Payments Total		35,727,897	36,302,244	35,997,576	35,997,576	35,997,576	35,997,576	35,997,576
2,595,974	Grand Total		2,523,575	2,355,212	2,659,305	2,591,390	2,614,965	2,676,652	2,734,193

40,516,798	Gross Service Expenditure	39,572,179	40,241,363	39,811,345	39,758,320	39,786,595	39,848,282	39,905,823
(37,920,824)	Gross Service Income	(37,048,604)	(37,886,151)	(37,152,040)	(37,166,930)	(37,171,630)	(37,171,630)	(37,171,630)
2,595,974	Net Service Expenditure	2,523,575	2,355,212	2,659,305	2,591,390	2,614,965	2,676,652	2,734,193

95,369	Head of Customer Services	99,104	96,477	97,080	98,042	99,013	100,769	102,550
(149,571)	Council Tax Support	(137,598)	(122,950)	(134,894)	(134,894)	(134,894)	(134,894)	(134,894)
186,189	Local Tax Collection	135,942	140,286	7,536	7,099	11,707	20,049	28,512
415,990	Housing Benefits	493,522	403,556	685,421	696,094	706,875	726,461	746,330
746,777	Housing Needs	818,325	777,737	917,332	923,163	929,051	939,375	949,845
868,422	Customer Services	853,454	829,303	823,404	743,269	746,184	762,181	773,374
432,798	Document Centre	260,826	230,803	263,426	258,617	257,029	262,711	268,476
2,595,974	Grand Total	2,523,575	2,355,212	2,659,305	2,591,390	2,614,965	2,676,652	2,734,193

Analysis of Budget Movements:-

	Head of Customer Services Budget				
	2017/18	2018/19	2019/20	2020/21	2021/22
	£	£	£	£	£
Original Budget for 2016/17 Approved February 2016	2,355,212	2,355,212	2,355,212	2,355,212	2,355,212
Impact of Inflation on Pay, NI and Pensions	33,959	67,170	100,077	133,296	166,848
Impact of Inflation on NDR	(428)	(340)	(340)	(340)	(340)
Savings identified during Line by Line review meetings	(26,091)	(26,091)	(26,091)	(26,091)	(26,091)
Previous ZBB savings identified	(188,000)	(328,000)	(485,000)	(485,000)	(485,000)
Impact of Capital Schemes	(12,000)	(5,000)	(5,000)	(5,000)	(5,000)
Pension Rate Change	(13,084)	(13,215)	(13,347)	12,621	39,110
Payroll Adjustments	29,416	10,076	10,076	10,076	10,076
Other Budget Adjustments					
Removal of ZBB Shared Service Savings	0	50,000	100,000	100,000	100,000
Removal of ZBB Universal Credit Savings	0	0	100,000	100,000	100,000
Reduction in Summons Costs Income	30,571	30,571	30,571	30,571	30,571
Anticipated reduction to Benefits Admin Grant	68,907	68,907	68,907	68,907	68,907
Additional Cost of Benefits to Homeless Families	201,996	201,996	201,996	201,996	201,996
Additional Costs of Homeless Accommodation	96,500	96,500	96,500	96,500	96,500
Reduction in Printing Income (Internal)	26,190	26,300	26,600	26,600	26,600
Reduction in Printing Income (External)	67,000	67,000	67,000	67,000	67,000
Additional Costs External Printing	18,500	18,500	18,500	18,500	18,500
Changes to Government Grants	(41,280)	(41,280)	(41,280)	(41,280)	(41,280)
Other Minor Changes	11,937	13,084	10,584	13,084	10,584
Budget Awaiting Approval February 2017	2,659,305	2,591,390	2,614,965	2,676,652	2,734,193

* *Controllable Budgets – Support Service costs (e.g. HR and Financial Services) are not included in the service budgets in the tables above. Therefore, the Controllable Budgets do not represent the total cost of a service.*

Head of 3C's ICT Shared Service

Actuals 2015/16	Subjective Analysis : Controllable Only *	2016/17 Forecast	2016/17 Budget	2017/18 Budget	2018/19 Budget	2019/20 Budget	2020/21 Budget	2021/22 Budget
£		£	£	£	£	£	£	£
(781,602)	Income & Fees	(1,277,086)	(1,176,119)	(1,129,978)	(1,135,503)	(1,141,083)	(1,150,980)	(1,160,990)
(625)	Fees & charges	0	0	0	0	0	0	0
0	Sales	(2,238,061)	(2,061,326)	(2,024,210)	(2,034,162)	(2,044,213)	(2,062,037)	(2,080,067)
(881)	Other grants and contributions	0	0	0	0	0	0	0
	Government grants							
(783,108)	Income & Fees Total	(3,515,147)	(3,237,445)	(3,154,188)	(3,169,665)	(3,185,296)	(3,213,017)	(3,241,057)
1,142,698	Employees	1,639,123	1,846,614	1,893,055	1,911,936	1,931,005	1,950,265	1,969,718
89,898	Salary	163,133	188,265	190,056	191,957	193,877	195,816	197,774
191,450	National Insurance	268,524	327,806	309,920	313,019	316,149	337,767	359,787
348,060	Pension	381,872	0	0	0	0	0	0
16,180	Hired Staff	33,504	33,028	33,028	33,028	33,028	33,028	33,028
3,593	Training	2,337	867	867	867	867	867	867
0	Other staff costs	1,065	1,530	1,500	1,500	1,500	1,500	1,500
0	Recruitment	0	510	500	500	500	500	500
0	Uniform & laundry							
1,791,879	Employees Total	2,489,558	2,398,620	2,428,926	2,452,807	2,476,926	2,519,743	2,563,174
173	Buildings	0	0	0	0	0	0	0
0	Rents	8,131	20,400	0	0	0	0	0
	Repairs & Maintenance							
173	Buildings Total	8,131	20,400	0	0	0	0	0
127	Supplies & Services	79	0	0	0	0	0	0
119,692	Catering	439,118	561,399	359,760	359,760	359,760	359,760	359,760
26,355	Communication and computing	134,488	(361,090)	(272,550)	(272,550)	(272,550)	(272,550)	(272,550)
300,923	Services	2,402,827	2,377,291	2,342,201	2,342,201	2,342,201	2,342,201	2,342,201
2,716	Equipment, furniture & materials	14,756	23,705	7,000	7,000	7,000	7,000	7,000
0	Office expenses	510	1,020	0	0	0	0	0
	Expenses							
449,813	Supplies & Services Total	2,991,778	2,602,325	2,436,411	2,436,411	2,436,411	2,436,411	2,436,411
3,305	Transport	5,504	7,201	6,233	6,233	6,233	6,233	6,233
2,754	Mileage Allowance	2,930	3,672	1,251	1,251	1,251	1,251	1,251
1,993	Pool Car	3,716	1,561	2,700	2,700	2,700	2,700	2,700
	Public Transport							
8,052	Transport Total	12,150	12,434	10,184	10,184	10,184	10,184	10,184
1,466,809	Grand Total	1,986,470	1,796,334	1,721,333	1,729,737	1,738,225	1,753,321	1,768,712

2,249,917	Gross Service Expenditure	5,501,617	5,033,779	4,875,521	4,899,402	4,923,521	4,966,338	5,009,769
(783,108)	Gross Service Income	(3,515,147)	(3,237,445)	(3,154,188)	(3,169,665)	(3,185,296)	(3,213,017)	(3,241,057)
1,466,809	Net Service Expenditure (HDC Share of ICT Service)	1,986,470	1,796,334	1,721,333	1,729,737	1,738,225	1,753,321	1,768,712

972,484	Information Management	10,361	0	0	0	0	0	0
494,325	ICT Shared Service	1,976,109	1,796,334	1,721,333	1,729,737	1,738,225	1,753,321	1,768,712
1,466,809	Grand Total	1,986,470	1,796,334	1,721,333	1,729,737	1,738,225	1,753,321	1,768,712

Analysis of Budget Movements:-

	Head of 3C's ICT Shared Service Budget				
	2017/18	2018/19	2019/20	2020/21	2021/22
	£	£	£	£	£
Original Gross Budget for 2016/17 Approved February 2016	5,027,659	5,027,659	5,027,659	5,027,659	5,027,659
Impact of Inflation on Pay, NI and Pensions	23,577	47,548	71,758	96,210	120,907
Previous ZBB savings identified (Yaxley Office Line Rental)	(500)	(500)	(500)	(500)	(500)
Pension Rate Change	(8,969)	(9,000)	(9,032)	9,394	28,069
Payroll Adjustments	15,738	15,738	15,738	15,738	15,738
Other Budget Adjustments					
Additional Operational Costs from Cambridge City Council	47,645	47,645	47,645	47,645	47,645
Lower Operational Costs	(235,749)	(235,749)	(235,749)	(235,749)	(235,749)
ICTSS Gross Expenditure	4,869,401	4,893,341	4,917,519	4,960,397	5,003,769
Original Gross Income from Partners	(3,231,325)	(3,231,325)	(3,231,325)	(3,231,325)	(3,231,325)
Adjustment to CCC Charge	37,116	27,126	17,037	(825)	(18,817)
Adjustment to SCDC Charge	46,141	40,595	34,994	25,074	15,085
New Charges to Partners	(3,148,068)	(3,163,604)	(3,179,294)	(3,207,076)	(3,235,057)
HDC Share	1,721,333	1,729,737	1,738,225	1,753,321	1,768,712

* Controllable Budgets – Support Service costs (e.g. HR and Financial Services) are not included in the service budgets in the tables above. Therefore, the Controllable Budgets do not represent the total cost of a service.

Head of Development

Actuals 2015/16	Subjective Analysis : Controllable Only *		2016/17 Forecast	2016/17 Budget	2017/18 Budget	2018/19 Budget	2019/20 Budget	2020/21 Budget	2021/22 Budget
£			£	£	£	£	£	£	£
(2,349,163)	Income & Fees	Fees & charges	(2,076,530)	(1,421,759)	(1,696,254)	(1,692,254)	(1,692,254)	(1,692,254)	(1,692,254)
(8,369)		Sales	(6,791)	(9,900)	(7,500)	(7,500)	(7,500)	(7,500)	(7,500)
(105,062)		Rent	(102,398)	(103,000)	(109,030)	(109,030)	(109,030)	(109,030)	(109,030)
(15,000)		Government grants	(20,000)	(5,000)	(40,000)	(20,000)	(20,000)	(20,000)	(20,000)
(35)		Interest	0	0	0	0	0	0	0
(2,477,629)	Income & Fees Total		(2,205,719)	(1,539,659)	(1,852,784)	(1,828,784)	(1,828,784)	(1,828,784)	(1,828,784)
1,629,158	Employees	Salary	1,518,981	1,653,473	1,917,704	1,998,225	2,045,570	2,066,027	2,086,687
120,422		National Insurance	154,408	174,927	186,120	192,883	196,599	198,564	200,551
288,345		Pension	272,130	309,307	332,104	346,251	354,447	378,684	403,371
38,358		Hired Staff	49,511	0	16,170	0	0	0	0
7,719		Training	384	0	0	0	0	0	0
75		Uniform & laundry	250	350	350	350	350	350	350
6,781		Other staff costs	275	0	275	275	275	275	275
0		Severance payments	5,092	0	0	0	0	0	0
7,050		Recruitment	9,283	0	5,000	5,000	5,000	5,000	5,000
2,097,908	Employees Total		2,010,314	2,138,057	2,457,723	2,542,985	2,602,242	2,648,901	2,696,235
1,926	Buildings	Rents	0	0	2,200	700	700	700	700
4,679		Repairs & Maintenance	2,633	6,500	7,000	7,000	7,000	7,000	7,000
21,978		Energy Costs	23,845	20,000	23,800	23,800	23,800	23,800	23,800
22,651		Water Services	26,202	23,000	28,000	28,000	28,000	28,000	28,000
0		Rates	0	0	629	642	655	668	681
51,234	Buildings Total		52,681	49,500	61,629	60,142	60,155	60,168	60,181
23,134	Supplies & Services	Rents	23,295	23,255	23,577	23,577	23,577	23,577	23,577
889		Catering	795	1,500	650	650	650	650	650
18,743		Communication and computing	9,838	4,300	13,750	11,250	11,250	11,250	11,250
376,654		Services	564,089	439,102	390,347	298,277	298,277	298,277	298,277
80,100		Equipment, furniture & materials	3,905	3,120	12,691	2,000	2,000	2,000	2,000
62,066		Office expenses	25,476	20,355	39,955	34,255	33,955	33,955	33,955
88		Expenses	0	0	0	0	0	0	0
(360)		Insurance - service related	0	0	0	0	0	0	0
561,314	Supplies & Services Total		627,398	491,632	480,970	370,009	369,709	369,709	369,709
14,435	Transport	Mileage Allowance	7,634	17,300	8,900	8,875	8,875	8,875	8,875
(14)		Operating Costs	0	0	0	0	0	0	0
10,287		Pool Car	10,172	10,100	8,770	8,770	8,770	8,770	8,770
3,089		Public Transport	3,208	6,050	3,500	3,500	3,500	3,500	3,500
(15)		Contract Hire & operating leases	0	0	0	0	0	0	0
27,782	Transport Total		21,014	33,450	21,170	21,145	21,145	21,145	21,145
582,315	Benefit & Transfer Payment	Contributions paid	162,536	167,536	168,311	168,311	168,311	168,311	168,311
3,035		Services	34,280	0	0	0	0	0	0
(6,100)		Grants	15,000	22,000	11,000	11,000	11,000	11,000	11,000
5,875		Irrecoverable V A T	5,800	5,800	5,800	5,800	5,800	5,800	5,800
585,125	Benefit & Transfer Payments Total		217,616	195,336	185,111	185,111	185,111	185,111	185,111
(760)	Renewals Fund Contribution	Renewals Fund Contribution	1,620	1,620	1,620	1,620	1,620	1,620	1,620
(760)	Renewals Fund Contribution Total		1,620	1,620	1,620	1,620	1,620	1,620	1,620
844,974	Grand Total		724,925	1,369,936	1,355,439	1,352,228	1,411,198	1,457,870	1,505,217

3,322,603	Gross Service Expenditure	2,930,643	2,909,595	3,208,223	3,181,012	3,239,982	3,286,654	3,334,001
(2,477,629)	Gross Service Income	(2,205,719)	(1,539,659)	(1,852,784)	(1,828,784)	(1,828,784)	(1,828,784)	(1,828,784)
844,974	Net Service Expenditure	724,925	1,369,936	1,355,439	1,352,228	1,411,198	1,457,870	1,505,217

609,202	Planning Policy	597,905	854,715	706,848	686,867	693,484	706,010	718,717
76,508	Head of Development	80,433	77,802	81,516	82,324	83,139	84,623	86,128
210,296	Economic Development	233,310	232,062	474,369	539,250	578,011	587,527	597,182
208,295	Housing Strategy	221,165	222,047	219,892	216,607	218,844	222,896	227,007
(307,725)	Development Management	(582,208)	(192,510)	(359,076)	(348,640)	(338,100)	(319,006)	(299,637)
(30,173)	Building Control	91,600	91,600	147,670	91,600	91,600	91,600	91,600
56,241	Transportation Strategy	55,518	65,020	58,120	58,120	58,120	58,120	58,120
22,330	Public Transport	27,202	19,200	26,100	26,100	26,100	26,100	26,100
844,974	Grand Total	724,925	1,369,936	1,355,439	1,352,228	1,411,198	1,457,870	1,505,217

Analysis of Budget Movements:-

	Head of Development Budget				
	2017/18	2018/19	2019/20	2020/21	2021/22
	£	£	£	£	£
Original Budget for 2016/17 Approved February 2016	1,369,936	1,369,936	1,369,936	1,369,936	1,369,936
Impact of Inflation on Pay, NI and Pensions	21,377	45,284	70,241	95,788	121,618
Impact of Inflation on NDR	629	642	655	668	681
Savings identified during Line by Line review meetings	(223,000)	(223,000)	(223,000)	(223,000)	(223,000)
Impact of Service Initiatives (End of Various Projects)	(169,000)	(194,000)	(194,000)	(194,000)	(194,000)
Pension Rate Change	(8,172)	(8,253)	(8,334)	11,871	32,453
Payroll Adjustments	14,727	20,390	20,390	20,390	20,390
Other Budget Adjustments					
One-off Hired Staff	16,170	0	0	0	0
CIL Admin Receipts	(45,782)	(45,782)	(45,782)	(45,782)	(45,782)
Appeal Costs - Re-phased	40,000	40,000	40,000	40,000	40,000
Higher Cost of Building Control Shared Service	56,070	0	0	0	0
New Economic Development Officer Posts	60,000	49,802	50,299	51,206	52,128
HDC Apprentice Scheme	220,980	292,430	326,314	326,314	326,314
Other Budget adjustments	1,504	4,779	4,479	4,479	4,479
Budget Awaiting Approval February 2017	1,355,439	1,352,228	1,411,198	1,457,870	1,505,217

* *Controllable Budgets – Support Service costs (e.g. HR and Financial Services) are not included in the service budgets in the tables above. Therefore, the Controllable Budgets do not represent the total cost of a service.*

Head of Leisure & Health

Actuals 2015/16	Subjective Analysis : Controllable Only *		2016/17 Forecast	2016/17 Budget	2017/18 Budget	2018/19 Budget	2019/20 Budget	2020/21 Budget	2021/22 Budget
£			£	£	£	£	£	£	£
(6,123,511)	⊖ Income & Fees	Fees & charges	(6,144,314)	(6,302,602)	(6,509,993)	(6,655,928)	(6,670,968)	(6,679,514)	(6,686,065)
(832,078)		Sales	(833,046)	(833,440)	(814,875)	(837,375)	(855,375)	(867,375)	(876,375)
(5,000)		Rent	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)
(101,639)		Other grants and contributions	(109,660)	(77,531)	(67,622)	(47,622)	(47,622)	(47,622)	(47,622)
(7,062,228)	Income & Fees Total		(7,092,020)	(7,218,573)	(7,397,490)	(7,545,925)	(7,578,965)	(7,599,511)	(7,615,062)
5,747,156	⊖ Employees	Salary	3,730,151	3,656,370	3,853,538	3,912,256	3,951,497	3,991,196	4,031,227
159,767		National Insurance	211,850	214,862	218,447	221,049	223,259	225,490	227,741
410,162		Pension	403,550	443,063	452,803	458,379	462,964	494,622	526,864
9,684		Hired Staff	9,627	10,000	9,500	9,500	9,500	9,500	9,500
35,042		Training	20,787	22,800	23,800	23,800	23,800	23,800	23,800
9,833		Uniform & laundry	9,628	11,839	7,939	12,489	12,489	12,489	12,489
17,258		Other staff costs	10,024	16,981	16,381	16,381	16,381	16,381	16,381
2,577		Recruitment	1,704	1,000	1,350	1,350	1,350	1,350	1,350
0		Employee Insurance	500	1,000	0	0	0	0	0
4,319,069	Employees Total		4,397,821	4,377,915	4,583,758	4,655,204	4,701,240	4,774,828	4,849,352
13,526	⊖ Buildings	Rents	13,540	16,740	11,760	7,760	7,760	7,760	7,760
231,687		Repairs & Maintenance	271,860	259,889	263,885	248,185	248,185	248,185	262,985
520,555		Energy Costs	543,024	555,089	525,722	493,685	458,089	458,089	458,089
66,430		Water Services	99,831	96,961	96,961	96,961	96,961	96,961	96,961
113,432		Premises Cleaning	110,566	110,085	120,497	119,497	119,577	119,697	119,777
21,416		Ground Maintenance Costs	8,429	12,345	21,345	21,345	21,345	21,345	21,345
342,142		Rates	457,490	474,327	452,656	461,709	470,942	480,361	489,968
0		Fixtures & Fittings	897	1,656	656	656	656	656	656
1,309,188	Buildings Total		1,505,637	1,527,092	1,493,482	1,449,798	1,423,515	1,433,054	1,457,541
26,448	⊖ Supplies & Services	Catering	25,476	18,950	24,050	24,050	24,050	24,050	24,050
75,972		Communication and computing	71,095	60,253	79,577	80,577	80,577	80,577	80,577
188,275		Services	202,514	128,782	178,733	178,293	177,853	177,413	176,973
711,175		Equipment, furniture & materials	622,567	569,049	616,725	612,525	612,525	612,525	612,525
148,022		Office expenses	140,466	128,163	138,333	138,333	138,333	138,333	138,333
81		Uniform & laundry	0	200	0	0	0	0	0
1,795		Insurance - service related	2,705	0	0	0	0	0	0
1,151,768	Supplies & Services Total		1,064,823	905,397	1,037,418	1,033,778	1,033,338	1,032,898	1,032,458
12,479	⊖ Transport	Mileage Allowance	9,577	11,835	8,315	8,315	8,315	8,315	8,315
7,231		Operating Costs	8,682	8,393	6,775	6,775	6,775	6,775	6,775
0		Pool Car	12	0	0	0	0	0	0
3,117		Public Transport	2,003	1,560	1,260	1,260	1,260	1,260	1,260
472		Contract Hire & operating leases	685	300	300	300	300	300	300
153		Vehicle Insurance	0	0	0	0	0	0	0
23,452	Transport Total		20,959	22,088	16,650	16,650	16,650	16,650	16,650
84	⊖ Benefit & Transfer Payment Services		18	0	200	200	200	200	200
92,966		Irrecoverable V A T	81,000	81,000	81,000	81,000	81,000	81,000	81,000
93,050	Benefit & Transfer Payments Total		81,018	81,000	81,200	81,200	81,200	81,200	81,200
25,000	⊖ Renewals Fund Contributor	Renewals Fund Contribution	25,000	25,000	25,000	25,000	25,000	25,000	25,000
25,000	Renewals Fund Contribution Total		25,000	25,000	25,000	25,000	25,000	25,000	25,000
(140,701)	Grand Total		3,238	(280,081)	(159,982)	(284,295)	(298,022)	(235,881)	(152,861)

6,921,527	Gross Service Expenditure	7,095,258	6,938,492	7,237,508	7,261,630	7,280,943	7,363,630	7,462,201
(7,062,228)	Gross Service Income	(7,092,020)	(7,218,573)	(7,397,490)	(7,545,925)	(7,578,965)	(7,599,511)	(7,615,062)
(140,701)	Net Service Expenditure	3,238	(280,081)	(159,982)	(284,295)	(298,022)	(235,881)	(152,861)

74,431	Head of Leisure & Health	78,886	77,822	80,980	81,785	82,597	84,059	85,542
216,194	One Leisure Active Lifestyles	212,689	222,879	203,274	226,385	229,529	235,155	240,862
(431,326)	One Leisure	(288,337)	(580,782)	(444,236)	(592,598)	(610,415)	(556,048)	(480,917)
(140,701)	Grand Total	3,238	(280,081)	(159,982)	(284,428)	(298,289)	(236,834)	(154,513)

Analysis of Budget Movements:-

	Head of Leisure & Health Budget				
	2017/18	2018/19	2019/20	2020/21	2021/22
	£	£	£	£	£
Original Budget for 2016/17 Approved February 2016	(280,081)	(280,081)	(280,081)	(280,081)	(280,081)
Impact of Inflation on Pay, NI and Pensions	43,144	88,508	134,540	181,038	227,993
Impact of Inflation on NDR	(21,671)	(12,618)	(3,385)	6,034	15,641
Previous ZBB savings identified	(54,000)	(90,000)	(130,000)	(130,000)	(130,000)
Delay to ZBB Savings Scheme Ramsey (Salix)	3,633	7,596	12,000	12,000	12,000
Impact of Service Initiatives (Marketing Post from Corp Team)	30,053	30,053	30,053	30,053	30,053
Impact of Capital Schemes	(42,649)	(66,000)	(98,300)	(118,000)	(132,800)
Pension Rate Change	(11,768)	(11,885)	(12,001)	14,909	42,358
Payroll Adjustments	230,685	230,685	230,685	230,685	230,685
Other Budget Adjustments					
Additional Grant Income OLAL	(41,212)	(21,212)	(21,212)	(21,212)	(21,212)
Additional Income OLAL	(10,400)	(10,400)	(10,400)	(10,400)	(10,400)
Additional Income - The Club Alconbury	(91,773)	(92,308)	(92,848)	(93,394)	(93,945)
Membership Income	107,728	64,728	64,728	64,728	64,728
Additional Swimming Income	(104,610)	(124,610)	(124,610)	(124,610)	(124,610)
Additional Indoor Sports Income	(47,191)	(112,091)	(112,091)	(112,091)	(112,091)
Additional Hospitality Income	(32,156)	(32,156)	(32,156)	(32,156)	(32,156)
Additional Expenditure - The Club Alconbury	24,996	24,996	24,996	24,996	24,996
Additional Equipment/Equipment Maintenance Costs	76,681	72,481	72,481	72,481	72,481
Additional Entertainments Licence Expenditure	48,260	48,260	48,260	48,260	48,260
Loan Interest re Asset Transfer - Huntingdon	4,400	3,960	3,520	3,080	2,640
5 Yearly Electrical Testing	0	0	0	0	14,800
Other Expenditure changes	4,373	(5,777)	(5,777)	(5,777)	(5,777)
Other income changes	3,576	3,576	3,576	3,576	3,576
Budget Awaiting Approval February 2017	(159,982)	(284,295)	(298,022)	(235,881)	(152,861)

* *Controllable Budgets – Support Service costs (e.g. HR and Financial Services) are not included in the service budgets in the tables above. Therefore, the Controllable Budgets do not represent the total cost of a service.*

Head of Operations

Actuals 2015/16	Subjective Analysis : Controllable Only *		2016/17 Forecast	2016/17 Budget	2017/18 Budget	2018/19 Budget	2019/20 Budget	2020/21 Budget	2021/22 Budget
£			£	£	£	£	£	£	£
(4,045,587)	Income & Fees	Fees & charges	(4,242,559)	(4,276,290)	(4,248,553)	(4,288,553)	(4,308,553)	(4,308,553)	(4,308,553)
(148,612)		Sales	(191,706)	(190,032)	(195,381)	(195,381)	(195,381)	(195,381)	(195,381)
(92,746)		Rent	(147,445)	(90,804)	(192,774)	(272,674)	(272,674)	(272,674)	(272,674)
(98,475)		Other grants and contributions	(74,823)	(57,798)	(28,674)	(28,674)	(28,674)	(28,674)	(28,674)
(118,024)		Commuted sums	(151,331)	(151,331)	(151,331)	(151,331)	(151,331)	(151,331)	(151,331)
(20,510)		Government grants	(23,778)	(13,922)	(13,922)	(13,922)	(13,922)	(13,922)	(13,922)
(4,523,955)	Income & Fees Total		(4,831,643)	(4,780,177)	(4,830,635)	(4,950,535)	(4,970,535)	(4,970,535)	(4,970,535)
3,706,819	Employees	Salary	3,754,355	3,636,676	4,086,093	3,996,464	4,005,941	4,045,860	4,086,177
249,363		National Insurance	330,063	326,070	368,554	370,187	371,841	375,559	379,316
604,150		Pension	645,048	673,995	700,583	702,137	703,704	751,822	800,833
510,494		Hired Staff	499,222	402,665	136,909	129,809	127,709	127,709	127,709
27,046		Training	1,004	0	0	0	0	0	0
26,000		Uniform & laundry	46,657	40,349	38,609	37,809	37,809	37,809	37,809
172,200		Other staff costs	145,239	120,152	147,152	145,502	143,852	143,852	143,852
6,115		Recruitment	10,252	400	0	0	0	0	0
0		Employee Insurance	0	0	0	0	0	0	0
36,097		Severance payments	0	0	0	0	0	0	0
5,338,284	Employees Total		5,431,841	5,200,307	5,477,900	5,381,908	5,390,856	5,482,611	5,575,696
18,303	Buildings	Rents	13,629	13,048	13,474	13,474	13,474	13,474	13,474
292,645		Repairs & Maintenance	278,497	298,820	370,509	365,509	365,509	365,509	365,509
203,943		Energy Costs	188,921	187,465	201,135	199,135	199,135	199,135	199,135
15,505		Water Services	20,194	21,770	21,930	21,930	21,930	21,930	21,930
77,049		Premises Cleaning	81,039	89,044	103,284	103,284	103,284	103,284	103,284
5,017		Ground Maintenance Costs	0	0	0	0	0	0	0
572,866		Rates	586,961	589,930	650,357	663,234	676,369	689,767	703,431
40		Premises Insurance	40	40	40	40	40	40	40
1,185,368	Buildings Total		1,169,281	1,200,117	1,360,729	1,366,606	1,379,741	1,393,139	1,406,803
3,896	Supplies & Services	Catering	2,319	100	0	0	0	0	0
35,470		Communication and computing	9,969	4,810	7,545	7,545	7,545	7,545	7,545
379,648		Services	440,735	563,220	330,812	330,812	330,812	330,812	330,812
303,109		Equipment, furniture & materials	270,203	304,482	272,747	270,847	268,947	268,947	268,947
51,981		Office expenses	32,288	29,280	41,256	41,256	41,256	41,256	41,256
2,274		Insurance - service related	930	4,000	5,000	5,000	5,000	5,000	5,000
776,377	Supplies & Services Total		756,444	905,892	657,360	655,460	653,560	653,560	653,560
7,208	Transport	Mileage Allowance	5,326	5,660	4,250	4,250	4,250	4,250	4,250
863,804		Operating Costs	859,523	941,551	819,387	812,887	818,387	818,387	818,387
7,992		Pool Car	4,995	2,400	5,450	5,450	5,450	5,450	5,450
1,693		Public Transport	616	800	1,080	1,080	1,080	1,080	1,080
33,227		Contract Hire & operating leases	52,403	16,185	18,507	18,507	18,507	18,507	18,507
5,147		Vehicle Insurance	2,086	1,500	900	900	900	900	900
7,450		Car Allowance	0	0	0	0	0	0	0
926,521	Transport Total		924,948	968,096	849,574	843,074	848,574	848,574	848,574
1,323	Benefit & Transfer Payments	Services	0	0	0	0	0	0	0
3,354		Irrecoverable V A T	2,600	2,600	9,200	9,200	9,200	9,200	9,200
465,531		Contributions paid	507,589	471,079	505,364	505,364	505,364	505,364	505,364
470,208	Benefit & Transfer Payments Total		510,189	473,679	514,564	514,564	514,564	514,564	514,564
4,172,803	Grand Total		3,961,061	3,967,914	4,029,492	3,811,077	3,816,760	3,921,913	4,028,662

8,696,758	Gross Service Expenditure	8,792,703	8,748,091	8,860,127	8,761,612	8,787,295	8,892,448	8,999,197
(4,523,955)	Gross Service Income	(4,831,643)	(4,780,177)	(4,830,635)	(4,950,535)	(4,970,535)	(4,970,535)	(4,970,535)
4,172,803	Net Service Expenditure	3,961,061	3,967,914	4,029,492	3,811,077	3,816,760	3,921,913	4,028,662

171,488	Head of Operations	109,681	78,302	78,789	79,567	80,353	81,766	83,200
146,024	Environmental & Energy Mgt	63,884	97,332	166,252	167,727	169,221	171,492	173,798
728,679	Street Cleansing	780,057	826,877	793,949	780,919	777,959	790,944	804,118
997,732	Green Spaces	1,023,786	1,071,021	1,156,940	1,110,157	1,073,938	1,098,394	1,123,204
7,866	Public Conveniences	13,400	13,400	13,400	13,400	13,400	13,400	13,400
1,937,461	Waste Management	2,102,206	2,104,683	2,000,856	2,010,874	2,033,093	2,069,016	2,105,454
410,046	Operations Management	19,262	28,891	0	0	0	0	0
926,402	Facilities Management	970,531	1,041,289	983,217	811,901	821,655	835,219	849,021
217,130	Fleet Management	248,127	249,228	256,247	258,347	260,468	264,444	268,478
(68,130)	Markets	(60,656)	(47,885)	(67,542)	(66,622)	(65,688)	(64,222)	(62,734)
(1,301,895)	Car Parks	(1,309,216)	(1,495,224)	(1,352,616)	(1,355,193)	(1,347,639)	(1,338,540)	(1,329,277)
4,172,803	Grand Total	3,961,061	3,967,914	4,029,492	3,811,077	3,816,760	3,921,913	4,028,662

Analysis of Budget Movements:-

	Head of Operations Budget				
	2017/18	2018/19	2019/20	2020/21	2021/22
	£	£	£	£	£
Original Budget for 2016/17 Approved February 2016	3,967,914	3,967,914	3,967,914	3,967,914	3,967,914
Impact of Inflation on Pay, NI and Pensions	46,110	97,013	147,054	197,208	247,868
Impact of Inflation on NDR	28,004	39,965	52,166	64,612	77,305
Savings identified during Line by Line review meetings	(247,000)	(247,000)	(247,000)	(247,000)	(247,000)
Previous ZBB savings identified	(394,600)	(664,500)	(734,500)	(734,500)	(734,500)
ZBB Savings Delayed (Car Parks NDR)	8,000	8,000	8,000	8,000	8,000
Impact of Service Initiatives (Surveyor Post)	36,443	36,443	36,443	36,443	36,443
Impact of Corporate Initiatives (Car Park Charges)	260,000	260,000	260,000	260,000	260,000
Impact of Capital Schemes (Salix)	(40,500)	(42,500)	(42,500)	(42,500)	(42,500)
Pension Rate Change	(19,912)	(19,407)	(18,900)	22,701	65,125
Payroll Adjustments	191,073	191,073	191,073	191,073	191,073
Other Budget Adjustments					
Hired Staff for Mapping	5,000	0	0	0	0
Additional Vehicle Maintenance	0	0	12,000	12,000	12,000
Markets Income/Operating Costs	(18,654)	(18,654)	(18,654)	(18,654)	(18,654)
Parks & Open Spaces Operating Costs	(89,565)	(94,565)	(94,565)	(94,565)	(94,565)
Additional Operating Costs Countryside	37,996	37,996	37,996	37,996	37,996
Emergency Planning Saving	(17,316)	(17,316)	(17,316)	(17,316)	(17,316)
Emergency Planning transferred to Head of Community	(11,575)	(11,575)	(11,575)	(11,575)	(11,575)
Pathfinder House Rating Liability	19,060	19,441	19,830	20,227	20,632
Street Cleaning Operational Expenditure	27,148	27,148	27,148	27,148	27,148
Waste Management Operational Savings	(39,342)	(39,342)	(39,342)	(39,342)	(39,342)
Grounds Maintenance & Street Cleaning Charge to County	89,177	89,177	89,177	89,177	89,177
Car Parks Additional Operating Costs	24,000	24,000	24,000	24,000	24,000
Watercourses from Head of Community	56,000	56,000	56,000	56,000	56,000
Projects & Assets Misc from Head of Community	860	860	860	860	860
Priory Centre from Head of Community	27,750	27,750	27,750	27,750	27,750
Environmental Improvements from Head of Community	6,710	6,710	6,710	6,710	6,710
Bus Stations from Head of Community	53,765	54,300	54,845	55,400	55,967
Other Misc Adjustments	22,946	22,146	22,146	22,146	22,146
Budget Awaiting Approval February 2017	4,029,492	3,811,077	3,816,760	3,921,913	4,028,662

* Controllable Budgets – Support Service costs (e.g. HR and Financial Services) are not included in the service budgets in the tables above. Therefore, the Controllable Budgets do not represent the total cost of a service.

Head of Resources

Actuals 2015/16	Subjective Analysis : Controllable Only *		2016/17 Forecast	2016/17 Budget	2017/18 Budget	2018/19 Budget	2019/20 Budget	2020/21 Budget	2021/22 Budget
£			£	£	£	£	£	£	£
(114,919)	Income & Fees	Fees & charges	(110,101)	(99,746)	(109,746)	(109,746)	(109,746)	(109,746)	(109,746)
(5,735)		Sales	(1,280)	0	0	0	0	0	0
(342,325)		Other grants and contributions	0	0	0	0	0	0	0
(7,679)		Government grants	0	0	0	0	0	0	0
(1,809,483)		Rent	(2,339,287)	(2,820,450)	(4,939,031)	(5,002,031)	(5,064,031)	(5,064,031)	(5,064,031)
(10,613)	Interest		0	0	0	0	0	0	0
(2,290,754)	Income & Fees Total		(2,450,668)	(2,920,196)	(5,048,777)	(5,111,777)	(5,173,777)	(5,173,777)	(5,173,777)
730,917	Employees	Salary	697,623	784,574	814,437	782,017	764,998	772,573	780,224
56,856		National Insurance	69,963	78,114	82,213	79,232	77,697	78,475	79,259
123,359		Pension	117,727	135,831	133,683	127,811	124,680	133,206	141,891
181,533		Hired Staff	165,222	0	0	0	5,000	5,000	5,000
14,440		Training	695	0	113,459	113,459	113,459	113,459	113,459
1,208		Other Staff Costs	346	350	3,350	3,350	3,350	3,350	3,350
500		Recruitment	6,500	0	0	0	0	0	0
1,108,813	Employees Total		1,058,076	998,869	1,147,142	1,105,869	1,089,184	1,106,063	1,123,183
120,314	Buildings	Rents	120,007	120,000	120,000	120,000	120,000	120,000	120,000
32,348		Repairs & Maintenance	31,898	22,478	26,478	26,478	26,478	26,478	26,478
1,164		Premises Cleaning	1,230	1,230	14,640	14,640	14,640	14,640	14,640
23,245		Rates	27,106	15,606	26,548	27,079	27,620	28,172	28,736
20,718		Premises Insurance	0	0	0	0	0	0	0
1,898		Energy Costs	6,986	5,000	6,400	6,400	6,400	6,400	6,400
547		Water Services	200	200	200	200	200	200	200
200,234	Buildings Total		187,427	164,514	194,266	194,797	195,338	195,890	196,454
0	Supplies & Services	Rents	72,000	144,000	144,000	144,000	144,000	144,000	144,000
1,150		Catering	91	0	0	0	0	0	0
8,982		Communication and computing	3,818	2,700	2,700	2,700	2,700	2,700	2,700
240,739		Services	279,928	1,142,938	2,652,706	2,641,084	2,643,384	2,643,384	2,643,384
53,805		Equipment, furniture & materials	51,546	74,567	85,232	18,232	21,232	21,232	21,232
49,516		Office expenses	23,442	25,570	26,740	26,815	26,890	26,890	26,890
34,116		Insurance - service related	26,985	31,514	31,514	31,514	31,514	31,514	31,514
388,308	Supplies & Services Total		457,810	1,421,289	2,942,892	2,864,345	2,869,720	2,869,720	2,869,720
563	Transport	Mileage Allowance	577	1,000	750	750	750	750	750
1,090		Pool Car	1,123	800	650	650	650	650	650
3,169		Public Transport	2,091	1,400	1,100	1,100	1,100	1,100	1,100
4,822	Transport Total		3,791	3,200	2,500	2,500	2,500	2,500	2,500
3,903	Benefit & Transfer Payments	Services	2,762	4,000	4,000	4,000	4,000	4,000	4,000
98,365		Contributions paid	0	0	0	0	0	0	0
14,277		Irrecoverable V A T	20,500	20,500	20,500	20,500	20,500	20,500	20,500
116,545	Benefit & Transfer Payments Total		23,262	24,500	24,500	24,500	24,500	24,500	24,500
(472,032)	Grand Total		(720,302)	(307,824)	(737,477)	(919,766)	(992,535)	(975,104)	(957,420)

1,818,722	Gross Service Expenditure	1,730,366	2,612,372	4,311,300	4,192,011	4,181,242	4,198,673	4,216,357
(2,290,754)	Gross Service Income	(2,450,668)	(2,920,196)	(5,048,777)	(5,111,777)	(5,173,777)	(5,173,777)	(5,173,777)
(472,032)	Net Service Expenditure	(720,302)	(307,824)	(737,477)	(919,766)	(992,535)	(975,104)	(957,420)

88,503	Head of Resources	93,229	88,022	87,865	88,685	89,512	91,042	92,594
77,831	Procurement	65,249	64,431	60,226	60,814	61,408	62,479	63,565
202,393	Audit & Risk Management	218,389	225,708	222,499	224,081	233,382	236,502	239,665
255,469	Legal	221,213	211,838	218,060	211,838	211,838	211,838	211,838
701,675	Finance	726,316	658,934	687,208	574,241	550,815	559,459	568,227
(1,543,330)	Commercial Estates	(2,044,698)	(1,556,757)	(2,633,916)	(2,695,312)	(2,755,687)	(2,753,180)	(2,750,632)
(254,573)	Section 106	0	0	0	0	0	0	0
0	HR and Payroll Services	0	0	620,581	615,887	616,197	616,756	617,323
(472,032)	Grand Total	(720,302)	(307,824)	(737,477)	(919,766)	(992,535)	(975,104)	(957,420)

Analysis of Budget Movements:-

	Head of Resources Budget				
	2017/18	2018/19	2019/20	2020/21	2021/22
	£	£	£	£	£
Original Budget for 2016/17 Approved February 2016	(307,825)	(307,825)	(307,825)	(307,825)	(307,825)
Impact of Inflation on Pay, NI and Pensions	9,886	19,845	29,388	38,713	48,130
Impact of Inflation on NDR	10,942	11,473	12,014	12,566	13,130
Savings identified during Line by Line review meetings	(52,850)	(52,850)	(52,850)	(52,850)	(52,850)
Previous ZBB savings identified	(62,000)	(125,000)	(187,000)	(187,000)	(187,000)
Impact of Corporate Initiatives (CIS)	(103,000)	(103,000)	(103,000)	(103,000)	(103,000)
Impact of Capital Schemes (New FMS)	(54,334)	(107,834)	(136,334)	(136,334)	(136,334)
Pension Rate Change	(3,731)	(3,769)	(3,807)	3,188	10,324
Payroll Adjustments	(2,167)	(2,167)	(2,167)	(2,167)	(2,167)
Other Budget Adjustments					
Consultants Budget from Corporate Budget	11,500	11,500	11,500	11,500	11,500
Adjustment to Rental income	85,419	85,419	85,419	85,419	85,419
CIS Changes to Expected Income and expenditure	(978,000)	(978,000)	(978,000)	(978,000)	(978,000)
Higher cost of Legal Shared Service	6,222	0	0	0	0
New FMS	65,000	0	0	0	0
Bus Shelters from Head of Community	18,810	18,810	18,810	18,810	18,810
HR from Directors & Corporate Team	620,581	615,887	616,197	616,756	617,323
Other minor Adjustments	(1,930)	(2,255)	5,120	5,120	5,120
Budget Awaiting Approval February 2017	(737,477)	(919,766)	(992,535)	(975,104)	(957,420)

* *Controllable Budgets – Support Service costs (e.g. HR and Financial Services) are not included in the service budgets in the tables above. Therefore, the Controllable Budgets do not represent the total cost of a service.*

Directors & Corporate Team

Actuals 2015/16	Subjective Analysis : Controllable Only *		2016/17 Forecast	2016/17 Budget	2017/18 Budget	2018/19 Budget	2019/20 Budget	2020/21 Budget	2021/22 Budget
£			£	£	£	£	£	£	£
(325,205)	Income & Fees	Fees & charges	(357,219)	(265,000)	(266,000)	(266,000)	(266,000)	(266,000)	(266,000)
(2,776)		Sales	(262)	0	0	0	0	0	0
(39,658)		Other grants and contributions	0	0	0	0	0	0	0
(315,648)		Government grants	(388,341)	0	0	0	0	0	0
(683,286)	Income & Fees Total		(745,822)	(265,000)	(266,000)	(266,000)	(266,000)	(266,000)	(266,000)
1,076,669	Employees	Salary	1,134,812	935,568	974,722	931,947	941,266	950,678	960,184
79,076		National Insurance	88,096	94,665	97,973	93,821	94,759	95,707	96,663
164,247		Pension	149,908	156,332	162,108	154,382	155,926	166,587	177,447
0		Hired Staff	10,068	10,000	22,300	22,300	22,300	22,300	22,300
25,503		Training	120,351	118,059	4,600	4,600	4,600	4,600	4,600
5,142		Other staff costs	3,404	2,400	0	0	0	0	0
216		Recruitment	13,298	0	0	0	0	0	0
19,483		Severance payments	0	0	0	0	0	0	0
1,370,337	Employees Total		1,519,936	1,317,024	1,261,703	1,207,050	1,218,851	1,239,872	1,261,194
25,445	Buildings	Rents	36,980	7,200	7,200	7,200	7,200	7,200	7,200
80		Repairs & Maintenance	0	0	0	0	0	0	0
0		Premises Cleaning	20	0	0	0	0	0	0
25,525	Buildings Total		37,000	7,200	7,200	7,200	7,200	7,200	7,200
5,075	Supplies & Services	Rents	6,000	6,000	6,000	6,000	6,000	6,000	6,000
5,211		Catering	4,572	4,250	4,000	4,000	4,000	4,000	4,000
177,289		Communication and computing	172,019	118,500	96,000	96,000	96,000	96,000	96,000
923,431		Services	705,374	548,500	19,700	15,700	15,700	19,700	15,700
69,022		Equipment, furniture & materials	16,358	2,000	2,500	500	500	500	500
176,181		Office expenses	219,770	147,339	152,600	152,600	152,600	152,600	152,600
8,832		Insurance - service related	3,285	7,515	3,300	3,300	3,300	3,300	3,300
164		Expenses	0	0	0	0	0	0	0
382,928		Members Allowances	384,945	386,775	404,864	404,864	404,864	404,864	404,864
1,748,134	Supplies & Services Total		1,512,324	1,220,879	688,964	682,964	682,964	686,964	682,964
15,094	Transport	Mileage Allowance	13,168	12,750	11,800	11,800	11,800	11,800	11,800
443		Pool Car	241	300	200	200	200	200	200
3,577		Public Transport	2,513	1,640	2,140	2,140	2,140	2,140	2,140
19,114	Transport Total		15,922	14,690	14,140	14,140	14,140	14,140	14,140
2,019	Benefit & Transfer Payments	Services	2,642	3,700	2,700	2,700	2,700	2,700	2,700
14		Contributions paid	20,273	0	0	0	0	0	0
0		Grants	2,100	2,000	2,000	2,000	2,000	2,000	2,000
2,033	Benefit & Transfer Payments Total		25,015	5,700	4,700	4,700	4,700	4,700	4,700
2,481,856	Grand Total		2,364,375	2,300,493	1,710,707	1,650,054	1,661,855	1,686,876	1,704,198

3,165,142	Gross Service Expenditure	3,110,197	2,565,493	1,976,707	1,916,054	1,927,855	1,952,876	1,970,198
(683,286)	Gross Service Income	(745,822)	(265,000)	(266,000)	(266,000)	(266,000)	(266,000)	(266,000)
2,481,856	Net Service Expenditure	2,364,375	2,300,493	1,710,707	1,650,054	1,661,855	1,686,876	1,704,198

589,680	Democratic & Elections	725,704	733,932	776,150	775,525	778,934	788,826	790,802
462,728	Directors	509,414	468,855	499,847	504,735	509,672	518,561	527,578
1,429,448	Corporate Team	1,129,257	1,097,706	434,710	369,794	373,249	379,489	385,818
2,481,856	Grand Total	2,364,375	2,300,493	1,710,707	1,650,054	1,661,855	1,686,876	1,704,198

Analysis of Budget Movements:-

	Directors & Corporate Management Budget				
	2017/18	2018/19	2019/20	2020/21	2021/22
	£	£	£	£	£
Original Budget for 2016/17 Approved February 2016	2,300,493	2,300,493	2,300,493	2,300,493	2,300,493
Impact of Inflation on Pay, NI and Pensions	11,668	24,369	36,528	48,809	61,211
Savings identified during Line by Line review meetings	(36,000)	(36,000)	(36,000)	(36,000)	(36,000)
Previous ZBB savings identified	(102,000)	(152,000)	(152,000)	(152,000)	(152,000)
ZBB Savings Delayed (Comms Team)	17,000	0	0	0	0
Impact of Service Initiatives (Training/Recruitment Co-Ord)	30,366	30,366	30,366	30,366	30,366
Impact of Corporate Initiatives (Additional Cabinet Members)	16,788	16,788	16,788	16,788	16,788
Pension Rate Change	(4,806)	(4,854)	(4,902)	4,397	13,884
Payroll Adjustments	61,686	61,686	61,686	61,686	61,686
Other Budget Adjustments					
Consultants to Complete TUPE	5,000	0	0	0	0
Occupational Health Additional Costs - Sickness Policy	8,000	8,000	8,000	8,000	8,000
Savings on LGSS Contract to off-set Training/Rec Co-Ord	(30,054)	(30,054)	(30,054)	(30,054)	(30,054)
Compensation Review (Councillors) Cyclical 3 years	4,000	0	0	4,000	0
HR Review	55,000	55,000	55,000	55,000	55,000
HR to Head of Resources	(620,581)	(615,887)	(616,197)	(616,756)	(617,323)
Other Misc Adjustments	(5,853)	(7,853)	(7,853)	(7,853)	(7,853)
Budget Awaiting Approval February 2017	1,710,707	1,650,054	1,661,855	1,686,876	1,704,198

* *Controllable Budgets – Support Service costs (e.g. HR and Financial Services) are not included in the service budgets in the tables above. Therefore, the Controllable Budgets do not represent the total cost of a service.*

Head of Resources (Corporate Budgets)

Actuals 2015/16	Subjective Analysis : Controllable Only *	2016/17 Forecast	2016/17 Budget	2017/18 Budget	2018/19 Budget	2019/20 Budget	2020/21 Budget	2021/22 Budget
£		£	£	£	£	£	£	£
(226,414)	Income & Fees	(1,233)	(10,000)	0	0	0	0	0
(42,639)	Fees & charges	0	0	0	0	0	0	0
(149,466)	Government grants	(309,699)	(205,715)	(367,715)	(367,715)	(367,715)	(367,715)	(367,715)
21,489	Interest	35,000	35,000	35,000	35,000	35,000	35,000	35,000
	Bad Debts Provision							
(397,030)	Income & Fees Total	(275,932)	(180,715)	(332,715)	(332,715)	(332,715)	(332,715)	(332,715)
891	Employees	1,846	0	0	0	0	0	0
1,136,000	National Insurance	1,508,672	1,510,000	1,584,000	1,584,000	1,584,000	1,599,840	1,615,838
0	Pension	0	0	0	0	0	0	0
632,474	Training	223,682	207,000	207,000	207,000	207,000	207,000	207,000
161,505	Severance Payments	173,054	167,764	172,907	187,016	205,717	226,289	248,918
	Employee Insurance							
1,930,870	Employees Total	1,907,254	1,884,764	1,963,907	1,978,016	1,996,717	2,033,129	2,071,756
55,633	Buildings	50,985	55,247	47,733	51,313	55,161	59,298	63,746
	Premises Insurance							
55,633	Buildings Total	50,985	55,247	47,733	51,313	55,161	59,298	63,746
652	Supplies & Services	0	0	0	0	0	0	0
2,131,825	Communication and computing	2,214,008	2,412,100	2,680,600	2,944,600	3,059,600	3,025,600	2,968,600
32,547	Services	0	437	0	0	0	0	0
0	Equipment, furniture & materials	38	0	0	0	0	0	0
137,017	Office expenses	44,524	78,947	41,628	43,227	44,941	46,844	48,893
	Insurance - service related							
2,302,041	Supplies & Services Total	2,258,570	2,491,484	2,722,228	2,987,827	3,104,541	3,072,444	3,017,493
81,360	Transport	74,510	83,618	75,988	80,737	85,783	91,145	96,145
	Vehicle Insurance							
81,360	Transport Total	74,510	83,618	75,988	80,737	85,783	91,145	96,145
15,363	Benefit & Transfer Payment	0	73,855	73,855	73,855	73,855	73,855	73,855
1,752	Contributions paid	1,700	1,700	0	0	0	0	0
388,393	Irrecoverable V A T	391,291	389,356	391,016	392,467	392,467	392,467	392,467
	Levies							
405,508	Benefit & Transfer Payments Total	392,991	464,911	464,871	466,322	466,322	466,322	466,322
4,378,382	Grand Total	4,408,378	4,799,309	4,942,012	5,231,500	5,375,809	5,389,623	5,382,747

4,775,412	Gross Service Expenditure	4,684,310	4,980,024	5,274,727	5,564,215	5,708,524	5,722,338	5,715,462
(397,030)	Gross Service Income	(275,932)	(180,715)	(332,715)	(332,715)	(332,715)	(332,715)	(332,715)
4,378,382	Net Service Expenditure	4,408,378	4,799,309	4,942,012	5,231,500	5,375,809	5,389,623	5,382,747

441,642	Audit & Risk Management	342,123	385,433	337,676	361,713	391,022	422,996	457,122
3,936,740	Corporate Finance	4,066,255	4,413,876	4,604,336	4,869,787	4,984,787	4,966,627	4,925,625
4,378,382	Grand Total	4,408,378	4,799,309	4,942,012	5,231,500	5,375,809	5,389,623	5,382,747

Analysis of Budget Movements:-

	Head of Resources Corporate Budgets				
	2017/18	2018/19	2019/20	2020/21	2021/22
	£	£	£	£	£
Original Budget for 2016/17 Approved February 2016	4,799,309	4,799,309	4,799,309	4,799,309	4,799,309
Impact of Inflation on Pay, NI and Pensions	0	0	0	15,100	30,351
Savings identified during Line by Line review meetings	(61,000)	(61,000)	(61,000)	(61,000)	(61,000)
Increase in Pension Lump Sum Amount	74,000	74,000	74,000	74,740	75,487
Other Budget Adjustments					
Changes to Insurance Premiums	9,243	33,280	62,589	94,563	128,689
Changes to IDB Levies	1,660	3,111	3,111	3,111	3,111
Impact of Capital Investment on MRP	290,999	554,999	669,999	635,999	578,999
CIS CCLA Investment Income	(162,000)	(162,000)	(162,000)	(162,000)	(162,000)
Consultants Budget transferred to Finance	(11,500)	(11,500)	(11,500)	(11,500)	(11,500)
Other minor Adjustments	1,300	1,300	1,300	1,300	1,300
Budget Awaiting Approval February 2017	4,942,011	5,231,499	5,375,808	5,389,622	5,382,746

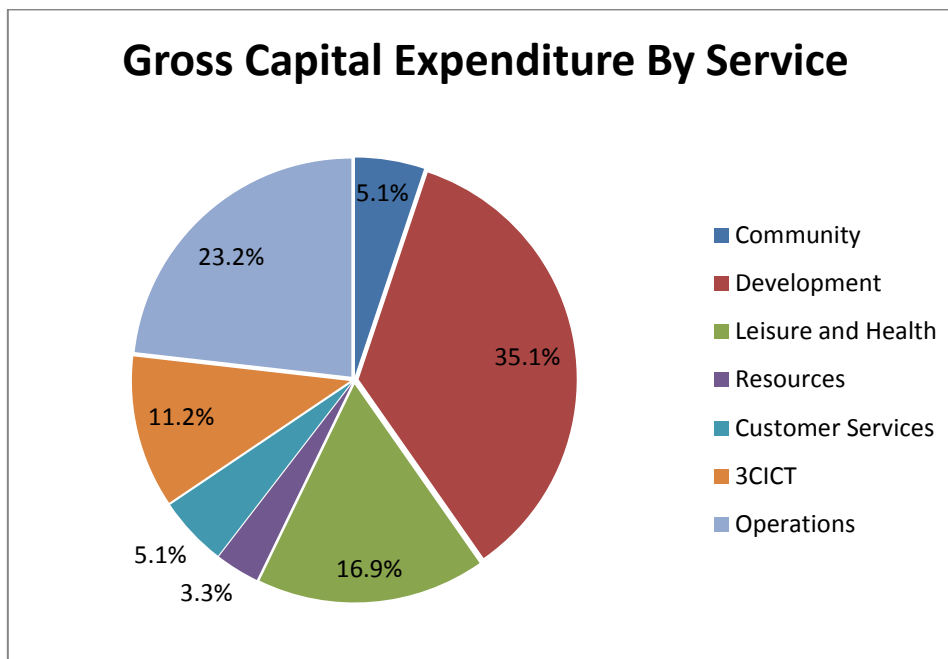
* Controllable Budgets – Support Service costs (e.g. HR and Financial Services) are not included in the service budgets in the tables above. Therefore, the Controllable Budgets do not represent the total cost of a service.

3.0 CAPITAL

- 3.1 The detailed Draft Capital Programme for the period 2017/18 to 2021/22 is shown below in **Table 8** below, along with the sources of finance. The revenue implications of the individual capital proposals are built into the individual revenue budgets and the impact of the proposed programme on the Minimum Revenue Position (MRP) is **£3.8m**. This includes the MRP for the Commercial Investment Strategy (CIS). In addition there is an MRP increase in 2018/19 of £0.3m as a result of the funding of the 2017/18 Capital Programme.

Capital Programme	Forecast	Budget	Medium Term Financial Strategy			
	2016/17 £000s	2017/18 £000s	2018/19 £000s	2019/20 £000s	2020/21 £000s	2021/22 £000s
Gross Expenditure						
Community						
CCTV Camera Replacements		160				
CCTV Camera Replacements						
CCTV Camera Replacements						
CCTV Camera Replacements						
CCTV Camera Replacements - Rephase		30				
Huntingdon West Development	806					
Huntingdon West Development - Rephase						
CCTV Pathfinder House Resilience -Rephase		20				
CCTV Wi-Fi - Rephase		250				
Lone Worker Software - Rephase		20				
Development						
Alconbury Weald Remediation - Rephase		1,985				
Private Sector Housing Grants	30					
Disabled Facilities Grants	1,400	1,300	1,200	1,100	1,100	1,100
A14 Upgrade				200	200	200
Alconbury Weald Remediation						
Leisure and Health						
Pedals Scheme						
One Leisure Synthetic Pitch	390					
One Leisure St Ives Development						
One Leisure Improvements	206	109	281	317	317	317
One Leisure Improvements - Rephase		96				
Replacement Fitness Equipment	163					
One Leisure St Ives String Bowling System	48					
One Leisure Huntingdon Changing Facilities	92					
One Leisure Huntingdon Development	32					
One Leisure Huntingdon Development - Rephase		779				
One Leisure St Neots Pool		290				
One Leisure St Ives Burgess Hall		305				
Resources						
VAT Exempt Capital	71					
VAT Exempt Capital -Rephase		29				
Housing Association Loan	2,750					
Phoenix Industrial Unit Roof Replacement	40					
Phoenix Industrial Unit Roof Replacement -Rephase		157				
Octagon Improvements	30					
Cash Receipting System Upgrade	40					
Levellers Lane Industrial Unit Roof Replacement	22					
Levellers Lane Industrial Unit Roof Replacement - Rephase		56				
Clifton Road Industrial Unit Roof Replacement	21					
Clifton Road Industrial Unit Roof Replacement - Rephase		49				
Financial Management System Replacement	192					
FMS Archive Solution		14				
Capital Grant to Huntingdon Town Council	300					
Loan Facility to Huntingdon Town Council	800					
Investment in Trading Company	100					
Customer Services						
Business Systems						
CRM System Upgrade						
E-forms	31					
Printing Equipment		176				
Pathfinder House Reception DWP		303				

3C ICT						
Flexible Working - 3CSS	20	50	50			
Telephones - 3CSS	165					
Virtual Server - 3CSS	395					
ICT Transformation		1,000				
Operations						
Building Efficiencies (Salix)	38	28				
Environment Strategy Funding (Loves Farm Community Building)						
Wheeled Bins	216	231	280	236	238	254
Vehicle Fleet Replacement	1,960	972	1,112	1,428	722	1,064
Vehicle Fleet Replacement - Rephase		174				
In-Cab Technology - Rephase	0	75				
Play Equipment	20	24	25	25	53	30
Retro-Fitting Buildings	568	311				
Bridge Place Car Park Godmanchester	100	218				
Car Park Resurfacing			197	178	97	80
Operations Back Office		135				
Doorstep Greens and Neighbourhood Gardens	22					
Civic Suite Audio Equipment	108					
Play Area Fencing						
Total Gross Expenditure	11,176	9,346	3,145	3,484	2,727	3,045
Financing						
Grants and Contributions						
DFGs	(1,018)	(1,000)	(1,000)	(1,000)	(1,000)	(1,000)
Pathfinder House Reception		(278)				
Wheeled Bins	(70)	(89)	(145)	(92)	(93)	(101)
Synthetic Pitch	(274)					
Loves Farm Community Centre	(39)					
Total Grants and Contributions	(1,401)	(1,367)	(1,145)	(1,092)	(1,093)	(1,101)
Use of Capital Reserves						
Alconbury Remediation Works Reserve		(1,985)				
Community Infrastructure Levy Reserve	(766)					
Total Capital Reserves	(766)	(1,985)	0	0	0	0
Capital Receipts						
Asset Sales	(97)					
Loan Repayments	(155)	(320)	(320)	(320)	(320)	(320)
Housing Clawback Receipts	(600)	(500)	(500)	(500)	(500)	(500)
Total Capital Receipts	(852)	(820)	(820)	(820)	(820)	(820)
Use of Earmarked Reserves						
Financial Management System Replacement	(192)					
Capital Grant to Huntingdon Town Council	(300)					
Investment in Trading Company	(100)					
ICT Transformation		(1,000)				
FMS Archive		(14)				
To Earmarked Reserves	(592)	(1,014)	0	0	0	0
Net to be funded by borrowing (Internal)	7,565	4,160	1,180	1,572	814	1,124



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 2017/18.

- **Short Term Borrowing**

During any year the Council will undertake short term borrowing and lending to maintain effective daily cash flow balances. For the forthcoming year, it is estimated that the net cost of short-term borrowing will be (£14k); this is based on an estimated daily cash flow balance of £14.0m. The cost of borrowing is based on an estimated interest rate of 0.75%.

- **Long Term Borrowing**

The Treasury Management Strategy permits the Council to borrow for the long-term to maintain effective working capital balances and to support back-to-back lending to external organisations. At the end of 2016/17, it is forecast that the total balances in respect of long-term borrowing will be £15.8m. The estimated net cost of long term borrowing in 2017-18 is £398k.

4.2 During 2017/18 further long-term borrowing will occur to finance the Commercial Investment Strategy. Borrowing of £30m is estimated, with an estimated cost of £948k in 2016/17 this is based on repayments for an annuity type loan and as a result will vary each year.

5.0 Capital Financing Requirement (CFR)

5.1 The following tables demonstrate over the period of the MTFs, the Council's capital commitments and plans against its underlying need to borrow. The 3 tables below show the Council's total CFR, the Council's mainstream spending and the Capital Investment Strategy (CIS).

Capital Financing Requirement - Total	Forecast	Budget	Medium Term Financial Strategy			
	2016/17 £000s	2017/18 £000s	2018/19 £000s	2019/20 £000s	2020/21 £000s	2021/22 £000s
Opening Capital Financing Requirement	35,391	41,502	70,153	67,247	64,619	61,266
Closing Capital Financing Requirement	41,502	70,153	67,247	64,619	61,266	58,280
Increase/(Decrease) in Underlying Need to Borrow	6,111	28,651	(2,906)	(2,629)	(3,353)	(2,986)

Capital Financing Requirement - Capital Programme (Non-CIS)	Forecast 2016/17 £000s	Budget 2017/18 £000s	Medium Term Financial Strategy			
			2018/19 £000s	2019/20 £000s	2020/21 £000s	2021/22 £000s
Opening Capital Financing Requirement	35,391	41,502	43,736	42,726	41,994	40,537
Capital Investment						
Property, Plant and Equipment	4,229	4,505	1,895	2,184	1,427	1,745
Investment Properties	83	262	0	0	0	0
Intangible Assets	678	1,294	50	0	0	0
Revenue Expenditure Funded From Capital Under Statute	2,536	3,285	1,200	1,300	1,300	1,300
Repayable Advances	3,650	0	0	0	0	0
Additional Requirement	11,176	9,346	3,145	3,484	2,727	3,045
Sources of Finance						
Capital Receipts	(852)	(820)	(820)	(820)	(820)	(820)
Capital Grants and Contributions	(1,401)	(1,367)	(1,145)	(1,092)	(1,093)	(1,101)
Use of Capital Grants Unapplied	(766)	(1,985)	0	0	0	0
Direct Revenue Financing	(592)	(1,014)	0	0	0	0
Minimum Revenue Provision	(1,454)	(1,926)	(2,190)	(2,305)	(2,271)	(2,214)
	(5,065)	(7,112)	(4,155)	(4,217)	(4,184)	(4,135)
Closing Capital Financing Requirement	41,502	43,736	42,726	41,994	40,537	39,447
Increase/(Decrease) in Underlying Need to Borrow	6,111	2,234	(1,010)	(733)	(1,457)	(1,090)

Capital Financing Requirement - Commercial Investment Strategy	Forecast 2016/17 £000s	Budget 2017/18 £000s	Medium Term Financial Strategy			
			2018/19 £000s	2019/20 £000s	2020/21 £000s	2021/22 £000s
Opening Capital Financing Requirement	0	0	26,417	24,521	22,625	20,729
Capital Investment						
Property Shares	0	1,500	0	0	0	0
Direct Assets (Local Area)	0	15,000	0	0	0	0
Direct Assets (Regional Cities)	9,203	15,000	0	0	0	0
Additional Requirement	9,203	31,500	0	0	0	0
Sources of Finance						
Capital Investment Earmarked Reserve	(9,203)	(3,187)	0	0	0	0
Minimum Revenue Provision	0	(1,896)	(1,896)	(1,896)	(1,896)	(1,896)
	(9,203)	(5,083)	(1,896)	(1,896)	(1,896)	(1,896)
Closing Capital Financing Requirement	0	26,417	24,521	22,625	20,729	18,833
Increase/(Decrease) in Underlying Need to Borrow	0	26,417	(1,896)	(1,896)	(1,896)	(1,896)

6.0 Formal 2017/18 Council Tax Resolutions

6.1 The formal 2017/18 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 Cabinet on the 22 December 2016 (and subsequent publication as a key decision).
The tax base (T) which is the amount anticipated from a District Council Tax of £1 is **£60,111**
- b) That the following amounts calculated by the Council for 2017/18 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 **£83,864,136**
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 **£69,967,795**
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 **£ 13,896,341**
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 2017/18 divided by the tax base (T) in accordance with Section 31B (1) of the Act **£231.18**
District plus average Town/Parish Council Tax (item iii divided by District taxbase)
 - (v) the aggregate of all "Special Items" referred to in Section 34(1) of the Act. **£5,730,673**
The total value of Parish/Town precepts included in i and iii above.
 - (vi) the Basic Amount of Council Tax for 2017/18 being item iv less item v divided by the tax base (T) in accordance with Section 34 (2) of the Act. **£135.84**
The District Council's Band D Tax for 2017/18

- (vii) the basic amounts of Council Tax for 2017/18 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 2017/18 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 2017/18 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 2017/18 is not excessive. ***The basic amount at b(vi) above is not excessive as defined by the Government.***

6.2 Tax Base 2017/18

Based on the information contained within this report, it is recommended that pursuant to the Local Taxation 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 2017/18 be 60,111 and shall be as listed below for each Town or Parish of the District:

Abbotsley	252
Abbots Ripton	133
Alconbury	562
Alconbury Weston	285
Alwalton	119
Barham & Woolley	28
Bluntisham	738
Brampton	1,830
Brington & Molesworth	162
Broughton	90
Buckden (incorporating Diddington)	1,168
Buckworth	50
Bury	615
Bythorn & Keyston	144
Catworth	153
Chesterton	58
Colne	355
Conington	66
Covington	45
Denton & Caldecote	27
Earith	587
Easton	76
Ellington	238
Elton	288
Farcet	524
Fenstanton	1,161
Folksworth & Washingley	353
Glatton	132
Godmanchester	2,421
Grafham	237
Great & Little Gidding	122
Great Gransden	451
Great Paxton	365
Great Staughton	324
Haddon	25
Hail Weston	249
Hamerton & Steeple Gidding	48
Hemingford Abbots	335
Hemingford Grey	1,278
Hilton	453
Holme	225
Holywell-cum-Needingworth	972
Houghton & Wyton	792
Huntingdon	7,335
Kimbolton & Stonely	590
Kings Ripton	81
Leighton Bromswold	81
Little Paxton	1,555
Morborne	10

Offord Cluny & Offord D'Arcy	502
Old Hurst	99
Old Weston	90
Perry	261
Pidley-cum-Fenton	162
Ramsey	2,785
St Ives	5,859
St Neots	10,908
Sawtry	1,809
Sibson-cum-Stibbington	224
Somersham	1,357
Southoe & Midloe	152
Spaldwick	245
Stilton	773
Stow Longa	67
The Stukeleys	442
Tilbrook	120
Toseland	39
Upton & Coppingford	82
Upwood & The Raveleys	422
Warboys	1,368
Waresley-cum-Tetworth	144
Water Newton	45
Winwick	42
Wistow	220
Woodhurst	157
Woodwalton	81
Wyton-on-the-Hill	418
Yaxley	2,898
Yelling	<u>152</u>
	<u>60,111</u>

6.3 2017/18 Council Tax by Property Band for each Precepting Authority and the Billing Authority

This table will be completed after the Council's Full Council meeting scheduled for the 22nd February when the Council receives the precepts from Cambridgeshire County Council, Fire and Police Authorities.

6.4 Total 2017/18 Council Tax by Property Band for each Precepting Authority and the Billing Authority

This table will be completed after the Council's Full Council meeting scheduled for the 22nd February when the Council receives the precepts from Cambridgeshire County Council, Fire and Police Authorities.

7.0 Fees and Charges

- 7.1 The Fees and Charges that will be applicable from April 2017 to March 2018 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 Portfolio Holder and the S151 Officer.

8.0 Robustness of the 2017/18 Budget and Medium Term Financial Strategy

- 8.1 The Local Government Act 2003 requires me, as the Council's Responsible Financial Officer, to report on the robustness of the 2017/18 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 most recent Financial Performance Management Report (December 2016) was forecasting an underspend of £0.7k in respect of service expenditure. In addition, there is additional income in respect of green industry business rates of £1m. As in previous years, this positive financial position reflects the Council's success in performing well against its budget. It clearly demonstrates that managers have been, and continue to be, prudent in the delivery of their services and that the Council has "cost" firmly under control.

- 8.2.2 As in previous years, the Council has reviewed its service expenditure; however, this time around it has undertaken a line-by-line review to identify service savings of £700k. This process was led by the Interim Corporate Director (Services) along with the Head of Resources (S151 officer) and the respective Heads of Service.

- 8.2.3 In addition to the line-by-line review, the Council:

- reviewed the savings previously identified by the Zero Based Budgeting programme, which has identified £400k in savings that are unlikely to be achieved,
- introduced a growth programme that includes developments in Human Resources (Apprenticeship Scheme), Economic Development, Tree Wardens, Waste Management round restructure, Business Rates for HDC properties and changes in Minimum Revenue Provision.
- submitted and had approved by the Department of Communities Local Government a 4-year efficiency plan that has given the Council some assurance in future government funding,
- is about to commence a Transformation programme (#Permissions) that will include Lean reviews of all services, further developments in income generation and commercialisation. The latter including a new service delivery model via a wholly owned company and further expansion of the Commercial Investment Strategy, and
- has now chosen to increase Council Tax by 2%.

8.3 Challenges facing the Council

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

Public Sector Austerity – Cuts in grant funding

8.3.2 The public sector has as a whole faced the most significant austerity programme in a generation and as a consequence of the government's ring-fencing of some government departments/services (i.e. NHS, Overseas Aid etc.); this has meant that local government has met a significant share of the austerity programme. As previously discussed, the Council has taken proactive action to effectively manage the financial consequences of austerity and its impact.

8.3.3 Following the 2017/18 provisional settlement announced in December 2016, **Table A** clearly shows that the grant funding streams for the Councils MTFs for 2017/18 and for the period up to 2021/22 has moved when compared to the preceding year. For:

- 2017/18 the total grant included in last year's MTFs was £10.2m; following the provisional settlement this has now increased to £10.5m; an increase of £300k (3.2%).
- 2018/19 the total grant in last year's MTFs was £8.4m, this has now increased to £10.4m; this reflects an increase of £1.7m in the estimate for Business Rate Growth (including recognition of green industry business rates); however, it should be noted that the Council has taken a more pessimistic position than the government for its business growth estimates. In addition there is a slightly higher forecast for New Homes Bonus.
- 2019/20 onwards the Councils net grant position is relatively flat, however, it is considerably more than the previous year's estimates. This is because the Council is now showing the full receipt of New Homes Bonus but in the funding statement shown in 1.3.1 this grant is removed in its entirety and transferred to the Commercial Estates Earmarked Reserve.

Table A Comparison of Grant Assumptions: 2016/17 Budget & 2017/18 Budget and MTFS (2018/19 to 2021/22)						
	2016/17 £'000	2017/18 £'000	2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000
2016/17 Budget & MTFS						
NDR+S31	5,208	5,250	5,292	5,335	5,378	
RSG	2,110	1,180	604	(42)	0	
NHB	4,965	3,724	2,483	1,241	0	
Total	12,283	10,154	8,379	6,534	5,378	
2017/18 Budget & MTFS						
NDR+S31	5,208	5,640	6,979	7,077	7,176	7,278
RSG	2,110	1,182	604	0	0	0
NHB	4,965	3,656	2,787	2,674	2,674	2,674
Total	12,283	10,477	10,370	9,751	9,850	9,952
Variance between Grant Assumptions						
NDR	0	390	1,687	1,742	1,798	
RSG	0	2	0	42	0	
NHB	0	(68)	304	1,433	2,674	
Total	0	323	1,991	3,217	4,472	
	%	%	%	%	%	
NDR	0.0	7.4	31.9	32.6	33.4	
RSG	0.0	0.2	0.0	-100.0	0.0	
NHB	0.0	-1.8	12.2	115.5	100.0	
Total	0.0	3.2	23.8	49.2	83.2	

Programme of Service Review

8.3.4 It is probably fair to say that all Councils are undertaking some form of service review and seeking to ensure that services are provided with affordability and value for money at their core. As mentioned earlier, the Council has undertaken a line-by-line review of its budget, reviewed the Zero Based Budgeting programme and is about to undertake a comprehensive Transformation Programme (#Permissions).

8.4 Governance

8.4.1 Noted within the 2015/16 Annual Governance Statement both the Executive Leader and the Managing Director consider that they are:

“generally satisfied with the effectiveness of corporate governance arrangements and the internal control environment, as part of continuing efforts to improve governance arrangements the following issues have been identified for improvement:

- The need to improve debt management.
- The continued development of effective governance and reporting arrangements for shared services.”

8.4.2 In May 2016, the Council’s Internal Audit and Risk Manager reported to the Corporate Governance Committee that the assurance given for the year to 31 March 2016 was:

“.....the Council’s internal control environment and systems of internal control as at 31 March 2016 provide, with the exception of IT systems (no work has been completed during 2015/16) adequate assurance over key business processes and financial systems”.

8.4.3 Further developments in governance over the past year include the:

- approval of a new Constitution,
- maturing of governance boards in that they are now providing strategic challenge to various aspects of service delivery,
- implementation of a clear golden thread that links the corporate plan to service plans to staff performance reviews, and the
- monthly reporting of budgets to all members and Senior Management.

8.5 Risks

8.5.1 Because of the nature of the macro and micro environment 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 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 over achieving or an unexpected event occurring. Where an event occurs that will potentially have a negative financial impact on the Council, the first call for funding will be from compensating savings from elsewhere within the Council's budget (service first, wider Council thereafter). If this is not possible, service reductions will then be considered and finally the use of General Fund reserves. However, one development over the past year has been the introduction of a 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 15% minimum threshold. This means that over the medium term the Council has funds to invest in either service development or to meet future budget shortfalls without impacting on the Council's General Fund.

8.5.2 It is therefore essential that relevant risks are identified and appropriate sensitivity analysis applied to determine the impact on the Council. The most significant potential risks to the budget are:

- underachievement 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.
- increased demand on services (e.g. benefits and homelessness).
- level of retained business rates.

8.5.3 Taking each of the above in turn:

- **Underachievement of savings**
The savings included within the budget total £700k. These savings cover a broad range of services; however as ever with savings they are 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; a fair assumption is a 30% underachievement which equates to £209k.

- **Higher Inflation**

With regard to:

- **Pay**
The budget for 2017/18 includes an “across the board” pay increase of 1%. Taking into account employer oncosts (national insurance and pension), this equates to a total cost of £24.0m; a further 1% for sensitivity equates to £240k.
- **On-Boarding of Variable Hours Staff**
A fundamental review of variable hours Council staff is to be undertaken to determine if they should be fully contracted staff. Some staff may elect to remain on zero-hours contracts whereas others may wish to be formally contracted. At this time this is not built into the budget as the amount to be included is not known; however, for sensitivity purposes the total estimated cost of all staff reverting to a contracted hours contract is modelled, this would be £300k.
- **Business Rates (those payable by HDC)**
The budget for 2017/18 includes a Business Rates budget of £1.1m. Considering the changing occupancy of the Councils property due to external partners leasing its premises, there is the possibility that there could be rating implications for different parts of the Councils buildings. However, a marginal 5% change has been anticipated which has a sensitivity impact of £57k.
- **General Inflation**
No general inflation has been included in the 2017/18 budget except where there are contractual price increases; although for the Council this is minimal as most services are “contracted in”.
- **Borrowing**
The budget for 2017/18 assuming a borrowing cost of £590k based on a rate of 3.4%. If this rate increased by 1% the cost of borrow would increase by £174k to £764k, for sensitivity purposes a 50% impact is modelled which equates to £87k.

- **Reduced income: Fees and Charges**

Total fees and charges are £16.7m, therefore, for sensitivity analysis a 1% loss of income from fees and charges would amount to £167k. The largest income streams that are susceptible to variation include:

- Car Parks, £2.5m
- Leisure Centres, £7.3m
- Property, £5.0m
- Planning Fees, £1.5m

- **Reduced income: Commercial Investment Income (CIS)**

Total forecast CIS income is £5.2m; for sensitivity analysis purposes if there was a 20% loss of income from rental income this would equate to £1m.

- **Reduced income: New Homes Bonus**

During 2016/17 the Government has consulted on changes to New Homes Bonus (NHB). The government's decision has been to reduce the number of legacy years for NHB from 6 to 4 and to include a 0.4% deadweight factor above which only growth will be paid. For 2017/18 the Council's NHB is £3.7m, but this is expected to fall to £2.7m from 2019/20; fortunately by this time the Council will not be reliant on government grant as it will have modelled out from its core funding all government funding. However, for sensitivity purposes the Council's is including a 10% reduction in NHB, reflecting £366k.

- **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. development of new buildings, it is very difficult to judge when development will commence on allocated land even if planning permission has been granted.

When the 2017/18 provisional settlement was received, it has been determined that the government's assessment of growth for the District was somewhat optimistic when compared to actual growth in previous year; consequently the Council has taken a more prudent line and only increased NDR by 2% per annum.

However, since NDR was "localised" in 2013, Councils have immediately felt the direct impact of any NDR appeal made against the valuation set by the Valuation Office Agency. These appeals sometimes take years to finalise and are often backdated for a number of years, which drastically adds to the volatility of the NDR budget setting process. Further, other NDR variations can result from a property being burnt down or demolished.

However, by setting the NDR income at the government's baseline, the direct revenue impact is limited by the existence of a safety net which limits our loss. However, as a consequence of previous years Collection Fund returns, there is a forecast surplus in 2017/18 but because of the inherent volatility in the NDR process a sensitivity assessment of 35% has been given, reflecting £537k.

- **Failure of a Borrower**

The maximum permitted with one counterparty is £8.0m, but this is only possible where £3.0m of the sum is held in a liquidity account (a liquidity account allows recovery of investments on the same working day, which, therefore substantially reduces exposure to risk). Consequently the main "borrowing" risk rests around the £5.0m which is either lent on a short or long term basis.

In most cases the £5.0m limit is restricted to bodies with a credit rating of F1+ or Building Societies with more than £2 billion in assets. 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, this has not been included in the sensitivity analysis.

- **Emergency**

Certain types of eventuality are mitigated in other ways. Many significant risks are insured against, so losses are limited to the excesses payable. The Government's Bellwin Scheme meets a large proportion, over a threshold, of the costs of any significant peacetime emergencies (e.g. severe 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 Managing Director or the Responsible Financial Officer to incur "emergency spend" of up to £350k, with retrospective reporting to Cabinet. The £350k is included as a block amount within the sensitivity analysis.

- **Increased demands on services**

The services most susceptible to increased demand that would have a significant revenue impact are homelessness and Council Tax Support.

With regard to homelessness, the budget for 2017/18 is £722k and for Council Tax Support is £6.8m; if there was a 10% increase in demand for each this would require an additional £800k (£72k and £685k respectively).

- **Council Tax**

This is the first time in a number of years the Council has chosen to increase Council Tax; this is a prudent step as it helps to maintain the financial foundation of the Council and awards it opportunities for future investment. The Council has chosen to increase by 2% (£2.66); it could have chosen to have increased by up to £5 however, the Council chose to increase in a way that was affordable to its residents. An increase of 2% represents around £160k, as this is a marginal increase at this time no further sensitivity has been undertaken.

Sensitivity for 2017/18 Budget

8.5.4 Considering the risks noted above and the stated budget assumptions, the accumulated total cash risk is £4.1m. However, it is highly unlikely that all these risks will occur at the same time, so it is fair to apply "sensitivity" to each risk and then model the likelihood of occurrence. **Table B** shows this detailed analysis and in summary the additional pressure within 2017/18, based on the likelihood of occurrence, is as follows:

- Pessimistic view, additional pressure of: £1.7m
- Middle-View, additional pressure of: £1.4m
- Optimistic View, additional pressure of: £1.0m

Table B		Sensitivity of Risks to 2017/18 Budget & Funding Options									
Risk		Costs Included in 2017/18 budget £'000	New rate	Sensitivity Impact		Likelihood of Occurrence					
				+/-	Cost £'000	Pessimistic		Middle-Way		Optimistic	
						Factor	£'000	Factor	£'000	Factor	£'000
Underachievement of Savings		695	Savings not achieved	30%	209	0.7	146	0.2	42	0.1	21
Inflation	Pay	23,999	Pay increase from 1% to 2%	1%	240	0.6	144	0.3	72	0.1	24
	On-Boarding of Variable Staff	300	Estimated cost of zero-hours staff moving to contracted hours	100%	300	0.6	180	0.2	60	0.2	60
	Business rates (HDC payable)	1,135	Business Rates vary due to change in liability etc	5%	57	0.2	11	0.3	17	0.5	29
	Investment/Borrowing Costs	174	Difference between Borrowing increased from 3.4% to 4.4%	50%	87	0.2	17	0.5	44	0.3	26
Reduced Income	Fees & Charges	(16,716)	Reduction in income.	1%	167	0.3	50	0.4	67	0.3	50
	CIS Income	(5,201)	Reduction in income.	20%	1,040	0.3	312	0.4	416	0.3	312
	New Homes Bonus	(3,656)	Reduction in NHB following change to "needs" system and consequential redistribution.	10%	366	0.3	110	0.4	146	0.3	110
Government Grant	Non-Domestic Rates	(1,534)	Collection Fund Surplus not as significant as forecast.	35%	537	0.6	322	0.3	161	0.1	54
Emergency		350	Immediate use of funds in the event of a local emergency	100%	350	0.2	70	0.5	175	0.3	105
Increased Demand of Services	Homelessness	722	Increase in demand	10%	72	0.4	29	0.5	36	0.1	7
	ICT	1,721	Under achievement of savings	7%	120	0.8	96	0.1	12	0.1	12
	Council Tax Support	6,846	Increase in demand	10%	685	0.4	274	0.3	206	0.3	206
Total Sensitivity					4,230	1,761		1,454		1,016	
Estimated Reserves at 31 March 2017 (as per September 2016 Dashboard)						2,568		2,568		2,568	
Forecast Transfer to Budget Surplus Reserve (as per September 2016 Dashboard)						3,425		3,425		3,425	
Estimated Reserves at 31 March 2017 following Sensitivity						5,993		5,993		5,993	
Conclusion of Sensitivity											
- Do Reserves remain positive						Yes		Yes		Yes	
- Do Reserves remain above Minimum Level of Reserves (15% of Net Expenditure)						Yes		Yes		Yes	
- Reduction in Reserves						68.6%		56.6%		39.6%	

8.6 Revenue Reserves

Reserves for 2017/18 and the MTFs Period (2018/19 to 2021/22)

- 8.6.1 There is no statutory minimum level of reserves; however, Cabinet in December 2015 confirmed there should be a minimum level of General Fund reserves set at 15% of the Net Revenue Budget of the Council.
- 8.6.2 As shown in paragraph 1.3.1 the Council now operates a Budget Surplus Reserve. The aim of this reserve is to “mop-up” any budget surplus’ or deficits to ensure that the Council can maintain its core contingency reserve, the General Fund. In addition, the Budget Surplus Reserve will also allow the Council future options to invest in further service improvement and development or to invest in commercial related activity.
- 8.6.3 However, for the purposes of sensitivity and assuring the adequacy of reserves, it is essential that both the General Fund and the Budget Surplus Reserve are both taken into account. As shown in **Table C** below, for the entire period of the MTFs (2017/18 to 2021/22) when reserve balances are adjusted for the aforementioned “sensitivity analysis”, the minimum level of reserves for each year is not breached.

Table C	Impact of 2016/17 Sensitivity of Risks on the MTF5 General Fund Reserves Profile														
	2017/18 £'000			2018/19 £'000			2019/20 £'000			2020/21 £'000			2021/22 £'000		
General Fund Reserve c/f	2,582			2,521			2,547			2,605			2,661		
Budget Surplus Reserve c/f (as per 2017/18 Proposed Budget)	6,443			8,430			7,098			5,708			4,288		
Minimum Level of Reserves (*)	9,025			10,951			9,645			8,313			6,949		
	2,582			2,521			2,547			2,605			2,661		
	Pessimistic	Middle-Way	Optimistic	Pessimistic	Middle-Way	Optimistic	Pessimistic	Middle-Way	Optimistic	Pessimistic	Middle-Way	Optimistic	Pessimistic	Middle-Way	Optimistic
Reduction in Reserves (in year)	1,761	1,454	1,016	1,761	1,454	1,016	1,761	1,454	1,016	1,761	1,454	1,016	1,761	1,454	1,016
Estimated Reserves c/f	7,264	7,571	8,009	9,190	9,497	9,935	7,884	8,191	8,629	6,552	6,859	7,297	5,188	5,495	5,933
- Do Reserves remain above Minimum Level of Reserves	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

* = The minimum level of reserves is 15% of Net "budgeted" Expenditure

8.6.4 Consequently, it is fair to say that:

- i. if the situation arose, with the use of reserves the Council should be able to absorb considerable additional financial risk. It should be noted however, as mentioned earlier, it is unlikely that all these risks would occur all at the same time.
- ii. the Council is self-sufficient over the medium-term. The Council has a surplus budget for 2017/18 and 2018/19 and is making the prudent decision to “bank” early year budget surpluses into the Budget Surplus Reserve to enable it to meet subsequent year funding gaps; whilst being able to maintain its general reserve at 15% of net expenditure over the MTFS period.

8.6.5 However, to remove reliance on the use of reserves the Council will be required to find further savings or generate additional income equivalent to 7% of its net expenditure – as summarised in **Table D** below and shown on the “Plan on a Page” at **Appendix 2**.

Table D	2018/19	2019/20	2020/21	2021/22
	£'000	£'000	£'000	£'000
Plan on a Page - Approved MTFS 2018/19 - 2021/22				
Approved MTFS Net Expenditure	16,810	16,977	17,365	17,737
Plan on a Page - new savings required from MTFS	1,927	(1,307)	(1,333)	(1,364)
Plan on a Page - % savings required from MTFS	11%	-8%	-8%	-8%
Budget Requirement (adjusted for savings required)	18,737	15,670	16,032	16,373

8.6.6 The Council should be rightly proud of the progress it has made over the past three budget cycles because it has reduced its forecast 2019/20 budget gap from £8.2m to £1.3m, a reduction of 85%. And with the “#Permissions” Transformation programme about to start and the continued commercialisation of its services, this gap should close in the near future.

8.7 Conclusion

- **2017/18 Budget**

Considering all the factors noted within the “Robustness” statement in respect of 2017/18, I consider that the combination of the:

- Councils commitment to continue to find service efficiencies,
- the direction of travel in relation to governance,
- it’s clear intention to invest in services, and
- it’s prudent position relating to income recognition (including raising Council Tax),

the budget proposed for 2017/18 should not give Members any significant concerns over the Council’s financial position.

- **Medium Term Financial Strategy (2018/19 to 2021/22)**

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

- anticipated removal of RSG in 2019/20,
- changes to NHB following the recent consultation, 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 its Transformation programme and its intention to further commercialise services the Council has a sound financial base upon which it can further develop its aim of financial self-sufficiency.

Clive Mason FCPFA

Responsible Financial Officer (Section 151)

ANNEX A – FEES AND CHARGES

Huntingdonshire District Council - Fees and Charges as at April 2017										
Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2016/17
							£	£	£	
Development										
Planning Application Fees - these are set Nationally and were last changed on 15th April 2015										
	All outline applications	Not more than 2.5 hectares	Per 0.1 hectares	S	Apr-15	N	385.00	0.00	385.00	0%
		More than 2.5 hectares	Per 0.1 hectares	S	Apr-15	N	9,527.00	0.00	9,527.00	0%
		More than 2.5 hectares	plus for each hectare over 2.5 per 0.1 hectares	S	Apr-15	N	115.00	0.00	115.00	0%
	Householder Applications	Single dwelling		S	Apr-15	N	172.00	0.00	172.00	0%
	Full application	Two or more dwellings		S	Apr-15	N	339.00	0.00	339.00	0%
		Not more than 50 new dwellings	Per dwelling	S	Apr-15	N	385.00	0.00	385.00	0%
		More than 50 new dwellings		S	Apr-15	N	19,049.00	0.00	19,049.00	0%
	Full application		Per additional dwelling	S	Apr-15	N	115.00	0.00	115.00	0%
		Not dwellings, agricultural, glasshouse, plant nor machinery								
		Erection of buildings	No increase in floor space or no more than 40sq m	S	Apr-15	N	195.00	0.00	195.00	0%
		Erection of buildings	More than 40sq m but no more than 75 sq m	S	Apr-15	N	385.00	0.00	385.00	0%
		Erection of buildings	More than 75 sq m but no more than 3750 sq m	S	Apr-15	N	385.00	0.00	385.00	0%
		Erection of buildings	More than 3750 sq m	S	Apr-15	N	19,049.00	0.00	19,049.00	0%
		Erection of buildings	plus for each additional 75sq m in excess of 3750 sq m to a maximum of £250,000	S	Apr-15	N	115.00	0.00	115.00	0%
	Full application	On land used for agriculture or agricultural purposes								
		Erection of buildings	Not more than 465 sq m	S	Apr-15	N	80.00	0.00	80.00	0%
			More than 465 sq m but not more than 540 sq m	S	Apr-15	N	385.00	0.00	385.00	0%
			More than 540 sq m but not more than 4215 sq m - first 540 sq m plus for each further 75 sq m (or part thereof in excess of 540 sq m	S	Apr-15	N	385.00	0.00	385.00	0%
				S	Apr-15	N	385.00	0.00	385.00	0%

Huntingdonshire District Council - Fees and Charges as at April 2017

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2016/17
							£	£	£	
			More than 4215 sq m plus for each 75 sq m (or part thereof) in excess of 4215 as m up to a maximum of £250,000	S	Apr-15	N	19,049.00	0.00	19,049.00	0%
	Full application	Erection of glass houses on land used for the purpose of agriculture	Not more than 465 sq m	S	Apr-15	N	115.00	0.00	115.00	0%
			More than 465 sq m but not more than 540 sq m	S	Apr-15	N	80.00	0.00	80.00	0%
		Erection/alteration/replacement of plant and machinery	Not more than 5 hectares for each 0.1 hectare or part thereof	S	Apr-15	N	2,150.00	0.00	2,150.00	0%
			More than 5 hectares	S	Apr-15	N	385.00	0.00	385.00	0%
			plus for each 0.1 hectare (or part thereof) in excess of 5 hectares to a maximum of £250,000	S	Apr-15	N	19,049.00	0.00	19,049.00	0%
	Applications other than Building Works	Car parks, service roads or other access	For existing uses	S	Apr-15	N	115.00	0.00	115.00	0%
		Waste	Not more than 15 hectares for each 0.1 hectare (or part thereof)	S	Apr-15	N	195.00	0.00	195.00	0%
			More than 15 hectares	S	Apr-15	N	29,112.00	0.00	29,112.00	0%
			plus for each 0.1 hectare (or part thereof) in excess of 15 hectares to a maximum of £65,000	S	Apr-15	N	115.00	0.00	115.00	0%
		Operations connected with explanatory drilling for oil or natural gas	Not more than 7.5 hectares for each 0.1 hectare (or part thereof)	S	Apr-15	N	423.00	0.00	423.00	0%
			More than 7.5 hectares	S	Apr-15	N	31,725.00	0.00	31,725.00	0%
			plus for each 0.1 hectare(or part thereof) in excess of 7.5 hectares up to a maximum of £250,000	S	Apr-15	N	126.00	0.00	126.00	0%
		Operations (other than exploratory drilling) for the winning and working of oil or natural gas	Not more than 15 hectares for each 0.1 hectare (or part thereof)	S	Apr-15	N	214.00	0.00	214.00	0%
			More than 15 hectares	S	Apr-15	N	32,100.00	0.00	32,100.00	0%
			plus for each 0.1 (or part thereof) in excess of 15 hectares up to a maximum of £65,000	S	Apr-15	N	126.00	0.00	126.00	0%

Huntingdonshire District Council - Fees and Charges as at April 2017

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2016/17
							£	£	£	
		Other operations (winning and working of minerals) excluding oil and natural gas	Not more than 15 hectares for each 0.1 (or part thereof)	S	Apr-15	N	195.00	0.00	195.00	0%
			More than 15 hectares plus for each additional 0.1 in excess of 15 hectares up to a maximum of £65,000	S	Apr-15	N	29,112.00	0.00	29,112.00	0%
		Other operations (not coming within any of the above categories)	Any site area for each 0.1 hectare (or part thereof) up to a maximum of £1,690	S	Apr-15	N	115.00	0.00	115.00	0%
	Lawful Development Certificate	LDC - existing use - in breach of a planning condition	Same as Full	S	Apr-15					
		LDC - existing use LDC - lawful but not to comply with a particular condition		S	Apr-15	N	195.00	0.00	195.00	0%
		LDC - proposed use	Half the normal planning fee	S	Apr-15			0.00	0.00	
	Prior Approval	Agricultural and Forestry buildings and operations or demolition of buildings		S	Apr-15	N	80.00	0.00	80.00	0%
		Telecommunications code systems operators		S	Apr-15	N	385.00	0.00	385.00	0%
		Proposed change of use to state funded or registered nursery		S	Apr-15	N	80.00	0.00	80.00	0%
		Proposed change of use of agricultural building to a state funded school or registered nursery		S	Apr-15	N	80.00	0.00	80.00	0%
		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	80.00	0.00	80.00	0%
		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	80.00	0.00	80.00	0%
		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	80.00	0.00	80.00	0%
		Proposed change of use of agricultural building to a Dwelling house (Use Class C3) and associated building operations		S	Apr-15	N	172.00	0.00	172.00	0%

Huntingdonshire District Council - Fees and Charges as at April 2017

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2016/17
							£	£	£	
		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	80.00	0.00	80.00	0%
		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) and associated building operations		S	Apr-15	N	172.00	0.00	172.00	0%
	Reserved Matters	Application for approval of reserved matters following outline approval	Full fee due or if full fee already paid then	S	Apr-15	N	385.00	0.00	385.00	0%
	Approval/variation/discharge of condition	Application for removal or variation of condition following grant of planning permission		S	Apr-15	N	195.00	0.00	195.00	0%
		Request for confirmation that one or more planning conditions have been complied with	Per request for householder otherwise per request	S	Apr-15	N	28.00	0.00	28.00	0%
	Change of use of a building to use as one or more separate dwelling houses, or other cases		Not more than 50 dwellings for each	S	Apr-15	N	385.00	0.00	385.00	0%
		More than 50 dwellings	plus for each in excess of 50 up to a maximum of £250,000	S	Apr-15	N	19,049.00	0.00	19,049.00	0%
	Other changes of use of a building or land			S	Apr-15	N	115.00	0.00	115.00	0%
	Advertising	Relating to the business on the premises		S	Apr-15	N	385.00	0.00	385.00	0%
		Advanced signs which are not on or visible from the site, directing the public to a business		S	Apr-15	N	110.00	0.00	110.00	0%
		Other advertisements		S	Apr-15	N	385.00	0.00	385.00	0%
	Application for a new planning permission to replace an extant planning permission	Application in respect of major developments		S	Apr-15	N	575.00	0.00	575.00	0%

Huntingdonshire District Council - Fees and Charges as at April 2017

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2016/17
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		Applications in respect of householder developments		S	Apr-15	N	57.00	0.00	57.00	0%
		Application in respect of other developments		S	Apr-15	N	195.00	0.00	195.00	0%
	Application for a non-material amendment following a grant of planning permission	Application in respect of householder development		S	Apr-15	N	28.00	0.00	28.00	0%
		Application in respect of other developments		S	Apr-15	N	195.00	0.00	195.00	0%
Pre Application Fees - these are set by HDC. Where any development that falls within one or more category the fees should be added together.										
	Written Advice only - Residential Development	1 additional dwelling proposed		D	Mar-16	S	115.00	23.00	138.00	0%
		2-9 additional dwellings proposed		D	Mar-16	S	230.00	46.00	276.00	0%
		10-59 additional dwellings proposed		D	Mar-16	S	1,150.00	230.00	1,380.00	0%
		60-200 additional dwellings proposed		D	Mar-16	S	5,750.00	1,150.00	6,900.00	0%
		200+ additional dwellings proposed		D	Mar-16	S	11,500.00	2,300.00	13,800.00	0%
	Written Advice only - Agricultural buildings	0 - 465 sq m additional floor space		D	Mar-16	S	58.00	11.60	69.60	0%
		466 sq m additional floor space		D	Mar-16	S	115.00	23.00	138.00	0%
	Written Advice only - Other buildings	0 - 99 sq m additional floor space		D	Mar-16	S	115.00	23.00	138.00	0%
		100 - 1000 sq m additional floor space		D	Mar-16	S	230.00	46.00	276.00	0%
		1001 -5000 sq m additional floor space		D	Mar-16	S	1,150.00	230.00	1,380.00	0%
		5001 - 10,000 sq m additional floor space		D	Mar-16	S	3,450.00	690.00	4,140.00	0%
		10,001 + sq m additional floor space		D	Mar-16	S	4,600.00	920.00	5,520.00	0%
	Written Advice only - Plant, machinery, car parks, service roads & other means of access	0 - 1 Hectare		D	Mar-16	S	58.00	11.60	69.60	0%
		1+ hectare		D	Mar-16	S	115.00	23.00	138.00	0%
	Written Advice only - Change of use land or buildings	Per site		D	Mar-16	S	115.00	23.00	138.00	0%

Huntingdonshire District Council - Fees and Charges as at April 2017

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2016/17
							£	£	£	
	Written Advice only - advertisements	Per business premises or site		D	Mar-16	S	58.00	11.60	69.60	0%
	Meeting at Pathfinder House prior to written advice	With Head of Development as most senior officer in attendance	per hour	D	Mar-16	S	150.00	30.00	180.00	0%
		With Planning Services Manager as most senior officer in attendance	per hour	D	Mar-16	S	130.00	26.00	156.00	0%
		With Planning Team Leader as most senior officer in attendance	per hour	D	Mar-16	S	60.00	12.00	72.00	0%
		With development Management officer/Specialist officer as most senior officer in attendance	per hour	D	Mar-16	S	50.00	10.00	60.00	0%
	Meeting away from Pathfinder House prior to written advice	With Head of Development as most senior officer in attendance	per hour	D	Mar-16	S	300.00	60.00	360.00	0%
		With Planning Services Manager as most senior officer in attendance	per hour	D	Mar-16	S	260.00	52.00	312.00	0%
		With Planning Team Leader as most senior officer in attendance	per hour	D	Mar-16	S	120.00	24.00	144.00	0%
		With development Management officer/Specialist officer as most senior officer in attendance	per hour	D	Mar-16	S	60.00	12.00	72.00	0%
	Major Development - meeting only at Pathfinder House	With Head of Development as most senior officer in attendance	per hour	D	Mar-16	S	150.00	30.00	180.00	0%
		With Planning Services Manager as most senior officer in attendance	per hour	D	Mar-16	S	130.00	26.00	156.00	0%
		With Planning Team Leader as most senior officer in attendance	per hour	D	Mar-16	S	60.00	12.00	72.00	0%
		With development Management officer/Specialist officer as most senior officer in attendance	per hour	D	Mar-16	S	50.00	10.00	60.00	0%
	Major Development - meeting only away from Pathfinder House	With Head of Development as most senior officer in attendance	per hour	D	Mar-16	S	300.00	60.00	360.00	0%
		With Planning Services Manager as most senior officer in attendance	per hour	D	Mar-16	S	260.00	52.00	312.00	0%
		With Planning Team Leader as most senior officer in attendance	per hour	D	Mar-16	S	120.00	24.00	144.00	0%

Huntingdonshire District Council - Fees and Charges as at April 2017

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2016/17
							£	£	£	
	Major Development - specific work	With development Management officer/Specialist officer as most senior officer in attendance	per hour	D	Mar-16	S	60.00	12.00	72.00	0%
		By Planning Service Manager	per hour	D	Mar-16	S	70.00	14.00	84.00	0%
		By Planning Team Leader	per hour	D	Mar-16	S	60.00	12.00	72.00	0%
		By Development Management Officer or Specialist Officer	per hour	D	Mar-16	S	50.00	10.00	60.00	0%
	Planning History searches	Per Search	per hour	D	Mar-16	S	67.50	13.50	81.00	0%
	Admin fee on Invalid Planning Application refunds		per refund	D	Mar-16	S	50.00	10.00	60.00	0%
Building Control										
Cambridge City Council are now responsible for the fee setting for the Local Authority Building Control shared service the fees for the three partner authorities were harmonised and they are shown below for information										
	Domestic extensions and annexes	Extension or annex with a floor area up to 10m2	Plan charge	S	Apr-16	S	150.00	30.00	180.00	0%
		Extension or annex with a floor area up to 10m2	Inspection charge	S	Apr-16	S	225.00	45.00	270.00	0%
		Extension or annex with a floor area over 10m2 but under 40m2	Plan charge	S	Apr-16	S	150.00	30.00	180.00	0%
		Extension or annex with a floor area over 10m2 but under 40m2	Inspection charge	S	Apr-16	S	285.00	57.00	342.00	0%
		Extension or annex with a floor area over 40m2 but under 100m2	Plan charge	S	Apr-16	S	150.00	30.00	180.00	0%
		Extension or annex with a floor area over 40m2 but under 100m2	Inspection charge	S	Apr-16	S	390.00	78.00	468.00	0%
		Garage, car port or covered way extension with floor area up to 60m2	Plan charge	S	Apr-16	S	150.00	30.00	180.00	0%
		Garage, car port or covered way extension with floor area up to 60m2	Inspection charge	S	Apr-16	S	190.00	38.00	228.00	0%
	Domestic loft and garage conversions	Loft conversion with a floor area up to 40m2	Plan charge	S	Apr-16	S	150.00	30.00	180.00	0%
		Loft conversion with a floor area up to 40m2	Inspection charge	S	Apr-16	S	285.00	57.00	342.00	0%
		Loft conversion with a floor area over 40m2 but less than 60m2	Plan charge	S	Apr-16	S	150.00	30.00	180.00	0%
		Loft conversion with a floor area over 40m2 but less than 60m2	Inspection charge	S	Apr-16	S	345.00	69.00	414.00	0%
		Conversion of garage to living accommodation	Plan charge	S	Apr-16	S	150.00	30.00	180.00	0%

Huntingdonshire District Council - Fees and Charges as at April 2017

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2016/17
							£	£	£	
	Domestic alterations	Conversion of garage to living accommodation	Inspection charge	S	Apr-16	S	110.00	22.00	132.00	0%
		Estimated cost of work less than £5000	Plan charge	S	Apr-16	S	180.00	36.00	216.00	0%
		Estimated cost of work less than £5000	Inspection charge	S	Apr-16	S	0.00	0.00	0.00	0%
		Estimated cost of work over £5000 but less than £10000	Plan charge	S	Apr-16	S	280.00	56.00	336.00	0%
		Estimated cost of work over £5000 but less than £10000	Inspection charge	S	Apr-16	S	0.00	0.00	0.00	0%
		Estimated cost of work over £10000 but less than £20000	Plan charge	S	Apr-16	S	150.00	30.00	180.00	0%
		Estimated cost of work over £10000 but less than £20000	Inspection charge	S	Apr-16	S	22.00	4.40	26.40	0%
		Estimated cost of work over £20000 but less than £50000	Plan charge	S	Apr-16	S	150.00	30.00	180.00	0%
		Estimated cost of work over £20000 but less than £50000	Inspection charge	S	Apr-16	S	285.00	57.00	342.00	0%
		Estimated cost of work over £50000 but less than £75000	Plan charge	S	Apr-16	S	150.00	30.00	180.00	0%
		Estimated cost of work over £50000 but less than £75000	Inspection charge	S	Apr-16	S	385.00	77.00	462.00	0%
		Replacement of windows, roof lights and external glazed doors	Plan Charge	S	Apr-16	S	100.00	20.00	120.00	0%
		Replacement of windows, roof lights and external glazed doors	Inspection Charge	S	Apr-16	S	0.00	0.00	0.00	0%
		Renewable Energy systems up to £20,000	Plan Charge	S	Apr-16	S	140.00	28.00	168.00	0%
		Renewable Energy systems up to £20,000	Inspection Charge	S	Apr-16	S	0.00	0.00	0.00	0%
		Notifiable electrical Work - Not carried out under Part P registered electrician	Plan Charge	S	Apr-16	S	100.00	20.00	120.00	0%
		Notifiable electrical Work - Not carried out under Part P registered electrician	Inspection Charge	S	Apr-16	S	0.00	0.00	0.00	0%
		Drainage works up to £5,000	Plan Charge	S	Apr-16	S	100.00	20.00	120.00	0%
		Drainage works up to £5,000	Inspection Charge	S	Apr-16	S	0.00	0.00	0.00	0%
		Renovation of thermal elements	Plan Charge	S	Apr-16	S	140.00	28.00	168.00	0%
		Renovation of thermal elements	Inspection Charge	S	Apr-16	S	0.00	0.00	0.00	0%

Huntingdonshire District Council - Fees and Charges as at April 2017

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2016/17
							£	£	£	
New dwellings and conversion to dwellings	1 dwelling	Plan charge		S	Apr-16	S	180.00	36.00	216.00	0%
	1 dwelling	Inspection charge		S	Apr-16	S	387.00	77.40	464.40	0%
	2 dwellings	Plan charge		S	Apr-16	S	250.00	50.00	300.00	0%
	2 dwellings	Inspection charge		S	Apr-16	S	770.00	154.00	924.00	0%
	3 dwellings	Plan charge		S	Apr-16	S	320.00	64.00	384.00	0%
	3 dwellings	Inspection charge		S	Apr-16	S	1,065.00	213.00	1,278.00	0%
	4 dwellings	Plan charge		S	Apr-16	S	390.00	78.00	468.00	0%
	4 dwellings	Inspection charge		S	Apr-16	S	1,280.00	256.00	1,536.00	0%
	5 dwellings	Plan charge		S	Apr-16	S	460.00	92.00	552.00	0%
	5 dwellings	Inspection charge		S	Apr-16	S	1,380.00	276.00	1,656.00	0%
	6 dwellings	Plan charge		S	Apr-16	S	530.00	106.00	636.00	0%
	6 dwellings	Inspection charge		S	Apr-16	S	1,480.00	296.00	1,776.00	0%
	7 dwellings	Plan charge		S	Apr-16	S	550.00	110.00	660.00	0%
	7 dwellings	Inspection charge		S	Apr-16	S	1,560.00	312.00	1,872.00	0%
	8 dwellings	Plan charge		S	Apr-16	S	570.00	114.00	684.00	0%
	8 dwellings	Inspection charge		S	Apr-16	S	1,640.00	328.00	1,968.00	0%
	9 dwellings	Plan charge		S	Apr-16	S	590.00	118.00	708.00	0%
	9 dwellings	Inspection charge		S	Apr-16	S	1,720.00	344.00	2,064.00	0%
	10 dwellings	Plan charge		S	Apr-16	S	620.00	124.00	744.00	0%
	10 dwellings	Inspection charge		S	Apr-16	S	1,880.00	376.00	2,256.00	0%
<p>The charge for dwellings are based on buildings with a maximum of 3 storeys (including basements) and a maximum floor area of 300m2. The charge for any dwelling outside these limits and for developments with more than 10 dwellings will need to be individually determined.</p>										
Domestic Extensions and annexes	Extension or annex with floor area up to 10m2	Building notice		S	Apr-16	S	413.00	82.60	495.60	0%
	Extension or annex with floor area up to 10m2	Regularisation		S	Apr-16	N	537.00	0.00	537.00	0%
	Extensions or annexes with a floor area over 10m2 but under 40m2	Building notice		S	Apr-16	S	478.00	95.60	573.60	0%
	Extensions or annexes with a floor area over 10m2 but under 40m2	Regularisation		S	Apr-16	N	621.00	0.00	621.00	0%
	Extensions or annexes with a floor area over 40m2 but under 100m2	Building notice		S	Apr-16	S	594.00	118.80	712.80	0%
	Extensions or annexes with a floor area over 40m2 but under 100m2	Regularisation		S	Apr-16	N	772.00	0.00	772.00	0%

Huntingdonshire District Council - Fees and Charges as at April 2017

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							£	£	£	
	Domestic loft and garage conversions	Garage, car port or covered way extension with floor area up to 60m2	Building notice	S	Apr-16	S	374.00	74.80	448.80	0%
		Garage, car port or covered way extension with floor area up to 60m2	Regularisation	S	Apr-16	N	486.00	0.00	486.00	0%
		Loft conversion with a floor area up to 40m2	Building notice	S	Apr-16	S	478.00	95.60	573.60	0%
		Loft conversion with a floor area up to 40m2	Regularisation	S	Apr-16	N	621.00	0.00	621.00	0%
		Loft conversion with a floor area over 40m2 but less than 60m2	Building notice	S	Apr-16	S	545.00	109.00	654.00	0%
		Loft conversion with a floor area over 40m2 but less than 60m2	Regularisation	S	Apr-16	N	709.00	0.00	709.00	0%
		Conversion of garage to living accommodation	Building notice	S	Apr-16	S	286.00	57.20	343.20	0%
	Domestic alterations	Conversion of garage to living accommodation	Regularisation	S	Apr-16	N	372.00	0.00	372.00	0%
		Estimated cost of work less than £5000	Building notice	S	Apr-16	S	198.00	39.60	237.60	0%
		Estimated cost of work less than £5000	Regularisation	S	Apr-16	N	257.00	0.00	257.00	0%
		Estimated cost of work over £5000 but less than £10000	Building notice	S	Apr-16	S	308.00	61.60	369.60	0%
		Estimated cost of work over £5000 but less than £10000	Regularisation	S	Apr-16	N	400.00	0.00	400.00	0%
		Estimated cost of work over £10000 but less than £20000	Building notice	S	Apr-16	S	407.00	81.40	488.40	0%
		Estimated cost of work over £10000 but less than £20000	Regularisation	S	Apr-16	N	529.00	0.00	529.00	0%
		Estimated cost of work over £20000 but less than £50000	Building notice	S	Apr-16	S	478.00	95.60	573.60	0%
		Estimated cost of work over £20000 but less than £50000	Regularisation	S	Apr-16	N	621.00	0.00	621.00	0%
		Estimated cost of work over £50000 but less than £75000	Building notice	S	Apr-16	S	550.00	110.00	660.00	0%
		Estimated cost of work over £50000 but less than £75000	Regularisation	S	Apr-16	N	715.00	0.00	715.00	0%
		Renovation of thermal element	Building notice	S	Apr-16	S	140.00	28.00	168.00	0%
		Renovation of thermal element	Regularisation	S	Apr-16	N	182.00	0.00	182.00	0%
		Replacement of windows, roof light and external glazed doorways	Building notice	S	Apr-16	S	110.00	22.00	132.00	0%

Huntingdonshire District Council - Fees and Charges as at April 2017

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2016/17
							£	£	£	
		Replacement of windows, roof light and external glazed doorways	Regularisation	S	Apr-16	N	143.00	0.00	143.00	0%
		Installation of renewable energy systems up to £20,000	Building notice	S	Apr-16	S	154.00	30.80	184.80	0%
		Installation of renewable energy systems up to £20,000	Regularisation	S	Apr-16	N	200.00	0.00	200.00	0%
		Drainage works up to the value of £5000	Building notice	S	Apr-16	S	100.00	20.00	120.00	0%
		Drainage works up to the value of £5000	Regularisation	S	Apr-16	N	130.00	0.00	130.00	0%
		Electrical work up to the value of £10000	Building notice	S	Apr-16	S	0.00	0.00	0.00	0%
		Electrical work up to the value of £10000	Regularisation	S	Apr-16	N	0.00	0.00	0.00	0%
	New dwellings and conversion to dwellings	1 dwelling	Building notice	S	Apr-16	S	624.00	124.80	748.80	0%
		1 dwelling	Regularisation	S	Apr-16	N	811.00	0.00	811.00	0%
		2 dwellings	Building notice	S	Apr-16	S	1,122.00	224.40	1,346.40	0%
		2 dwellings	Regularisation	S	Apr-16	N	1,459.00	0.00	1,459.00	0%
		3 dwellings	Building notice	S	Apr-16	S	1,523.00	304.60	1,827.60	0%
		3 dwellings	Regularisation	S	Apr-16	N	1,980.00	0.00	1,980.00	0%
		4 dwellings	Building notice	S	Apr-16	S	1,837.00	367.40	2,204.40	0%
		4 dwellings	Regularisation	S	Apr-16	N	2,388.00	0.00	2,388.00	0%
		5 dwellings	Building notice	S	Apr-16	S	2,024.00	404.80	2,428.80	0%
		5 dwellings	Regularisation	S	Apr-16	N	2,631.00	0.00	2,631.00	0%
		6 dwellings	Building notice	S	Apr-16	S	2,211.00	442.20	2,653.20	0%
		6 dwellings	Regularisation	S	Apr-16	N	2,874.00	0.00	2,874.00	0%
		7 dwellings	Building notice	S	Apr-16	S	2,321.00	464.20	2,785.20	0%
		7 dwellings	Regularisation	S	Apr-16	N	3,017.00	0.00	3,017.00	0%
		8 dwellings	Building notice	S	Apr-16	S	2,431.00	486.20	2,917.20	0%
		8 dwellings	Regularisation	S	Apr-16	N	3,155.00	0.00	3,155.00	0%
		9 dwellings	Building notice	S	Apr-16	S	2,541.00	508.20	3,049.20	0%
		9 dwellings	Regularisation	S	Apr-16	N	3,303.00	0.00	3,303.00	0%
		10 dwellings	Building notice	S	Apr-16	S	2,750.00	550.00	3,300.00	0%
		10 dwellings	Regularisation	S	Apr-16	N	3,575.00	0.00	3,575.00	0%

Huntingdonshire District Council - Fees and Charges as at April 2017

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2016/17
							£	£	£	
	Non-domestic alterations	Replacement windows, roof light and glazed doors up to £20,000	Plan charge	S	Apr-16	S	110.00	22.00	132.00	0%
		Replacement windows, roof light and glazed doors up to £20,000	Inspection charge	S	Apr-16	S	0.00	0.00	0.00	0%
		Replacement windows, roof light and glazed doors up to £20,000	Regularisation	S	Apr-16	N	143.00	0.00	143.00	0%
		Replacement windows, roof light and glazed doors £20,000 to £100,000	Plan charge	S	Apr-16	S	225.00	45.00	270.00	0%
		Replacement windows, roof light and glazed doors £20,000 to £100,000	Inspection charge	S	Apr-16	S	0.00	0.00	0.00	0%
		Replacement windows, roof light and glazed doors £20,000 to £100,000	Regularisation	S	Apr-16	N	293.00	0.00	293.00	0%
		Renovation of a thermal element with an estimated cost up to £50,000	Plan charge	S	Apr-16	S	140.00	28.00	168.00	0%
		Renovation of a thermal element with an estimated cost up to £50,000	Inspection charge	S	Apr-16	S	0.00	0.00	0.00	0%
		Renovation of a thermal element with an estimated cost up to £50,000	Regularisation	S	Apr-16	N	182.00	0.00	182.00	0%
		Renewable energy systems up to £50,000	Plan charge	S	Apr-16	S	140.00	28.00	168.00	0%
		Renewable energy systems up to £50,000	Inspection charge	S	Apr-16	S	0.00	0.00	0.00	0%
		Renewable energy systems up to £50,000	Regularisation	S	Apr-16	N	182.00	0.00	182.00	0%
		Estimated cost of works up to £5,000	Plan charge	S	Apr-16	S	200.00	40.00	240.00	0%
		Estimated cost of works up to £5,000	Inspection charge	S	Apr-16	S	0.00	0.00	0.00	0%
		Estimated cost of works up to £5,000	Regularisation	S	Apr-16	N	260.00	0.00	260.00	0%
		Estimated cost of work over £5000 but less than £10000	Plan charge	S	Apr-16	S	150.00	30.00	180.00	0%
		Estimated cost of work over £5000 but less than £10000	Inspection charge	S	Apr-16	S	160.00	32.00	192.00	0%
		Estimated cost of work over £5000 but less than £10000	Regularisation	S	Apr-16	N	403.00	0.00	403.00	0%
		Estimated cost of work over £10000 but less than £20000	Plan charge	S	Apr-16	S	150.00	30.00	180.00	0%
		Estimated cost of work over £10000 but less than £20000	Inspection charge	S	Apr-16	S	250.00	50.00	300.00	0%
		Estimated cost of work over £10000 but less than £20000	Regularisation	S	Apr-16	N	520.00	0.00	520.00	0%
		Estimated cost of work over £20000 but less than £50000	Plan charge	S	Apr-16	S	175.00	35.00	210.00	0%

Huntingdonshire District Council - Fees and Charges as at April 2017

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2016/17
							£	£	£	
		Estimated cost of work over £20000 but less than £50000	Inspection charge	S	Apr-16	S	350.00	70.00	420.00	0%
		Estimated cost of work over £20000 but less than £50000	Regularisation	S	Apr-16	N	682.00	0.00	682.00	0%
		Estimated cost of work over £50000 but less than £100000	Plan charge	S	Apr-16	S	225.00	45.00	270.00	0%
		Estimated cost of work over £50000 but less than £100000	Inspection charge	S	Apr-16	S	450.00	90.00	540.00	0%
		Estimated cost of work over £50000 but less than £100000	Regularisation	S	Apr-16	N	878.00	0.00	878.00	0%
Operations										
Refuse Collection										
	Household Bulky Waste		1-3 items	D		N	23.00	0.00	23.00	0%
	Household Bulky Waste		4-6 items	D		N	32.00	0.00	32.00	0%
	Household Bulky Waste		7-10 items	D		N	48.00	0.00	48.00	0%
	Commercial Bulky Waste		Per hour	D		N	100.00	0.00	100.00	0%
	Second Green Bin		Per annum	D		N	40.00	0.00	40.00	0%
Markets										
	Huntingdon Farmers' market	Casual Traders - per pitch				E	23.00	0.00	23.00	0%
		Permanent traders - per pitch				E	17.50	0.00	17.50	0%
	St Ives Weekly Markets	Casual traders - per 10ft pitch	St.Ives market			E	23.50	0.00	23.50	0%
		Permanent traders - per 10ft pitch	St Ives market			E	17.50	0.00	17.50	8%
			Additional Pitches Friday			E	10.00	0.00	10.00	0%
			Additional Pitches Monday			E	11.00	0.00	11.00	0%
	Huntingdon Weekly Market	casual trader - per 10ft	Huntingdon market street facing			E	23.50	0.00	23.50	0%
		Regular traders - per 10ft pitch	Huntingdon market street facing			E	17.50	0.00	17.50	8%
			Huntingdon market street facing							
		All traders	additional pitch			E	16.20	0.00	16.20	0%
			Huntingdon market side facing							
		All traders	additional pitch			E	15.00	0.00	15.00	0%

Huntingdonshire District Council - Fees and Charges as at April 2017

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2016/17
							£	£	£	
	St Ives Bank Holiday									
	Markets	Market Hill regular trader per 10 ft				E	24.00	0.00	24.00	0%
		Market Hill non - regular trader per 10 ft				E	34.00	0.00	34.00	0%
		Market Hill casual trader (on the day) per 10 ft RAINING AT 8am				E	36.00	0.00	36.00	0%
		Market Hill casual trader (on the day) per 10 ft DRY AT 8am				E	45.00	0.00	45.00	0%
	Electricity supply	per day				S	4.76	0.24	5.00	0%
	Bin charges	per day	240 L			N	3.50	0.00	3.50	0%
		per day	1100 L			N	14.00	0.00	14.00	0%
Fair										
	Fair Huntingdon	Riverside car park	per day	D		Z	1,000.00	0.00	1,000.00	0%
Car parking										
	Car Parking charges	Huntingdon - Riverside - Short stay	Up to 1hr	D		S	0.33	0.07	0.40	0%
			Up to 2hr	D		S	0.50	0.10	0.60	0%
		Huntingdon -Riverside - Long stay	Up to 1 hr	D		S	0.33	0.07	0.40	0%
			Up to 2 hr	D		S	0.50	0.10	0.60	0%
			Up to 3 hr	D		S	0.75	0.15	0.90	0%
			Up to 4 hr	D		S	1.00	0.20	1.20	0%
			4hr to 10 hr	D		S	1.67	0.33	2.00	0%
			10hr to 23 hr	D		S	2.50	0.50	3.00	0%
		Godmanchester - Bridge Place - Long stay	Up to 1 hr	D		S	0.33	0.07	0.40	0%
			Up to 2 hr	D		S	0.50	0.10	0.60	0%
			Up to 3 hr	D		S	0.75	0.15	0.90	0%
			Up to 4 hr	D		S	1.00	0.20	1.20	0%
			4hr to 10 hr	D		S	1.67	0.33	2.00	0%
			10hr to 23 hr	D		S	2.50	0.50	3.00	0%
		St Neots - Riverside - Long stay	Up to 1 hr	D		S	0.33	0.07	0.40	0%
			Up to 2 hr	D		S	0.50	0.10	0.60	0%
			Up to 3 hr	D		S	0.75	0.15	0.90	0%
			Up to 4 hr	D		S	1.00	0.20	1.20	0%
			4hr to 23 hr	D		S	1.67	0.33	2.00	0%

Huntingdonshire District Council - Fees and Charges as at April 2017

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2016/17
							£	£	£	
		Huntingdon - Hinchingsbrooke Country Park	Up to 2 hr	D		S	0.83	0.17	1.00	0%
			2 hr to a maximum of 6 hr	D		S	1.67	0.33	2.00	0%
		Huntingdon - Sainsbury	Up to 1 hr	D		S	0.67	0.13	0.80	0%
			Up to 2 hr	D		S	1.00	0.20	1.20	0%
			Up to 3 hr	D		S	1.83	0.37	2.20	0%
		Huntingdon - Princes Street	Up to 1 hr	D		S	0.67	0.13	0.80	0%
			Up to 2 hr	D		S	1.00	0.20	1.20	0%
			Up to 3 hr	D		S	1.83	0.37	2.20	0%
			Up to 4 hr	D		S	2.67	0.53	3.20	0%
		Huntingdon - Trinity Place	Up to 1 hr	D		S	0.00	0.00	0.80	0%
			Up to 2 hr	D		S	0.00	0.00	1.20	0%
		currently closed, will be reopened as disabled only car park with no charge	Up to 3 hr	D		S	0.00	0.00	2.20	0%
			Up to 4 hr	D		S	0.00	0.00	3.20	0%
		Huntingdon - Mill Common	Up to 1hr	D		S	0.67	0.13	0.80	0%
			Up to 2 hr	D		S	1.00	0.20	1.20	0%
			Up to 3 hr	D		S	1.50	0.30	1.80	0%
			Up to 4 hr	D		S	2.00	0.40	2.40	0%
			Up to 23 hr	D		S	2.50	0.50	3.00	0%
		Huntingdon - Great Northern Street	Up to 1hr	D		S	0.67	0.13	0.80	0%
			Up to 2 hr	D		S	1.00	0.20	1.20	0%
			Up to 3 hr	D		S	1.50	0.30	1.80	0%
			Up to 4 hr	D		S	2.00	0.40	2.40	0%
			Up to 23 hr	D		S	2.50	0.50	3.00	0%
		Huntingdon - Ingram Street	Up to 1hr	D		S	0.67	0.13	0.80	0%
			Up to 2 hr	D		S	1.00	0.20	1.20	0%
			Up to 3 hr	D		S	1.50	0.30	1.80	0%
			Up to 4 hr	D		S	2.00	0.40	2.40	0%
			Up to 23 hr	D		S	2.50	0.50	3.00	0%

Huntingdonshire District Council - Fees and Charges as at April 2017

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2016/17
							£	£	£	
		Huntingdon - St Germain Street (Minor)	Up to 30 minutes	D		S	0.33	0.07	0.40	0%
			Up to 1 hr	D		S	0.67	0.13	0.80	0%
			Up to 2 hr	D		S	1.00	0.20	1.20	0%
			Up to 3 hr	D		S	1.83	0.37	2.20	0%
			Up to 4 hr	D		S	2.67	0.53	3.20	0%
		Huntingdon - Chequers Way - Disabled to be closed March 2017	Free	D			0.00	0.00	0.00	0%
		Huntingdon - Anglian Water car park closed	All day	D		S	0.00	0.00	0.00	0%
		St Neots - Priory Lane	Up to 1 hr	D		S	0.67	0.13	0.80	0%
			Up to 2 hr	D		S	1.00	0.20	1.20	0%
			Up to 3 hr	D		S	1.83	0.37	2.20	0%
			Up to 4 hr	D		S	2.67	0.53	3.20	0%
		St Neots - Brook Street	Up to 30 minutes	D		S	0.33	0.07	0.40	0%
			Up to 1 hr	D		S	0.67	0.13	0.80	0%
			Up to 2 hr	D		S	1.00	0.20	1.20	0%
			Up to 3 hr	D		S	1.83	0.37	2.20	0%
			Up to 4 hr	D		S	2.67	0.53	3.20	0%
		St Neots - Tan Yard	Up to 1 hr	D		S	0.67	0.13	0.80	0%
			Up to 2 hr	D		S	1.00	0.20	1.20	0%
			Up to 3 hr	D		S	1.83	0.37	2.20	0%
			Up to 4 hr	D		S	2.67	0.53	3.20	0%
		St Neots - The Priory	Up to 1 hr	D		S	0.67	0.13	0.80	0%
			Up to 2 hr	D		S	1.00	0.20	1.20	0%
			Up to 3 hr	D		S	1.50	0.30	1.80	0%
			Up to 4 hr	D		S	2.00	0.40	2.40	0%
			Up to 23 hr	D		S	2.50	0.50	3.00	0%
		St Neots - Tebbutts Road	Up to 1 hr	D		S	0.67	0.13	0.80	0%
			Up to 2 hr	D		S	1.00	0.20	1.20	0%
			Up to 3 hr	D		S	1.50	0.30	1.80	0%
			Up to 4 hr	D		S	2.00	0.40	2.40	0%
			Up to 23 hr	D		S	2.50	0.50	3.00	0%

Huntingdonshire District Council - Fees and Charges as at April 2017

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2016/17
							£	£	£	
		St Ives - Cattle market - short stay	Up to 1 hr	D		S	0.67	0.13	0.80	0%
			Up to 2 hr	D		S	1.00	0.20	1.20	0%
			Up to 3 hr	D		S	1.83	0.37	2.20	0%
			Up to 4 hr	D		S	2.67	0.53	3.20	0%
		St Ives - Cattle market - Harrison Road)	Up to 1 hr	D		S	0.67	0.13	0.80	0%
			Up to 2 hr	D		S	1.00	0.20	1.20	0%
			Up to 3 hr	D		S	1.50	0.30	1.80	0%
			Up to 4 hr	D		S	2.00	0.40	2.40	0%
			Up to 23 hr	D		S	2.50	0.50	3.00	0%
		St Ives - Darwoods Pond	Up to 1 hr	D		S	0.67	0.13	0.80	0%
			Up to 2 hr	D		S	1.00	0.20	1.20	0%
			Up to 3 hr	D		S	1.50	0.30	1.80	0%
			Up to 4 hr	D		S	2.00	0.40	2.40	0%
			Up to 23 hr	D		S	2.50	0.50	3.00	0%
		St Ives - Globe Place	Up to 1 hr	D		S	0.67	0.13	0.80	0%
			Up to 2 hr	D		S	1.00	0.20	1.20	0%
			Up to 3 hr	D		S	1.50	0.30	1.80	0%
			Up to 4 hr	D		S	2.00	0.40	2.40	0%
			Up to 23 hr	D		S	2.50	0.50	3.00	0%
		Ramsey - Mews Close	All spaces free of charge	D						
		Godmanchester - Park Lane	All spaces free of charge	D						
		Godmanchester - Post Street	All spaces free of charge	D						
		Huntingdon - Buttsgrove Way	All spaces free of charge	D						
		On street parking	Maximum 1 hr stay	D		N	0.80	0.00	0.80	0%
		St Ives - Waitrose	Up to 1 hr	D		S	0.67	0.13	0.80	0%
			Up to 2 hr	D		S	1.00	0.20	1.20	0%
		St Neots - Waitrose	Up to 1 hr	D		S	0.67	0.13	0.80	0%
			Up to 2 hr	D		S	1.00	0.20	1.20	0%
Permit Charges		Resident season ticket permit	6 months	D		S	129.17	25.83	155.00	0%
			12 months	D		S	250.00	50.00	300.00	0%
		Resident season ticket permit (Low emission discount)	6 months	D		S	64.58	12.92	77.50	0%

Huntingdonshire District Council - Fees and Charges as at April 2017

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2016/17
							£	£	£	
		Resident season ticket permit (Low emission discount)	12 months	D		S	125.00	25.00	150.00	0%
		Residents Historiccar park permits	12 months	D		S	83.33	16.67	100.00	0%
		Residents Historic car park permits (low emission discount)	12 months	D		S	41.67	8.33	50.00	0%
		Resident CCC on street parking permit	12 months	D		N	26.00	0.00	26.00	0%
		Season ticket permit	6 months	D		S	129.17	25.83	155.00	0%
			12 months	D		S	250.00	50.00	300.00	0%
		HDC Permit	daily	D		S	1.67	0.33	2.00	0%
		Season ticket permit (Low emission discount)	6 months	D		S	64.58	12.92	77.50	0%
		Season ticket permit (Low emission discount)	12 months	D		S	125.00	25.00	150.00	0%
		Huntingdon - Hinchingsbrooke Country Park	6 months	D		S	25.00	5.00	30.00	0%
			12 months	D		S	41.67	8.33	50.00	0%
		Coach Permit	daily	D		S	8.33	1.67	10.00	0%
		Skip Permit	weekly	D		S	25.00	5.00	30.00	0%
		Administration (amend permit/refund/reprint)	per change	D		S	4.17	0.83	5.00	0%
Other Charges & Fees		Parking Excess Charges Off-Street		D		N	60.00	0.00	60.00	0%
		Parking Excess Charges Off-Street if paid within 14 days		D		N	40.00	0.00	40.00	0%
		Parking Excess Charges on-street		D		N	40.00	0.00	40.00	0%
		Parking Excess Charges on-street if paid within 14 days		D		N	20.00	0.00	20.00	0%
		Release Charge (barrier car park)	per release	D		S	125.00	25.00	150.00	0%
		Removal Charge	per removal	D		S	125.00	25.00	150.00	0%
		Storage charge	per day	D		S	16.67	3.33	20.00	0%

Huntingdonshire District Council - Fees and Charges as at April 2017

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2016/17
							£	£	£	
Countryside										
	Room Hire	Kestrel room	per hour	D		E	28.50	0.00	28.50	0%
		Wren room	per hour	D		E	24.00	0.00	24.00	0%
		Both Rooms	per hour	D		E	50.00	0.00	50.00	0%
	Rangers price list	Bell boat sessions	per hour	D		N	40.00	0.00	40.00	0%
		Forest school sessions	per 1.5hr session	D		N	50.00	0.00	50.00	0%
		Evening activities	per hour	D		N	30.00	0.00	30.00	0%
		Guided walk for groups	per hour (Plus travel expenses)	D		N	30.00	0.00	30.00	0%
	Hinchingbrooke	School visits	per child	D		N	4.50	0.00	4.50	0%
		Special needs placements	per day	D		N	35.00	0.00	35.00	0%
	Paxton Pits	Mooring (Between 8m -20m)	per meter			S	10.50	2.10	12.60	0%
Facilities										
	Civic Suite hire	Monday - Friday	Combined room (8am-6pm) per day			S	250.00	50.00	300.00	0%
			per hour			S	35.00	7.00	42.00	0%
			Half room(8am-6pm) per day			S	140.00	28.00	168.00	0%
			per hour			S	20.00	4.00	24.00	0%
			Combined room after 6pm per hour			S	80.00	16.00	96.00	0%
			Half room after 6pm per hour			S	35.00	7.00	42.00	0%
		Weekends	Combined room (8am-6pm) per day			S	400.00	80.00	480.00	0%
			per hour			S	50.00	10.00	60.00	0%
			Half room (8am - 6pm) per day			S	250.00	50.00	300.00	0%
			per hour			S	30.00	6.00	36.00	0%
			Combined room after 6pm per hour			S	100.00	20.00	120.00	0%
			Half room after 6pm per hour			S	60.00	12.00	72.00	0%

Huntingdonshire District Council - Fees and Charges as at April 2017

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2016/17
							£	£	£	
Community										
Animal Welfare										
	Animal Boarding Establishments	First application	per application	D		N	245.00	0.00	245.00	0%
		Renewal of licence	per application	D		N	145.00	0.00	145.00	0%
		Where an animal boarding establishment 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		N	97.00	0.00	97.00	0%
		Additional Fees from third parties, e.g. veterinary surgeon's fee, specialist advisor fee; recharged in full								
	Pet shop licence	First application	per application	D		N	233.00	0.00	233.00	0%
		Renewal of licence	per application	D		N	138.00	0.00	138.00	0%
		Where a pet shop 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		N	97.00	0.00	97.00	0%
		Additional Fees from third parties, e.g. veterinary surgeon's fee, specialist advisor fee; recharged in full								
	Riding establishment licence	Administration fee	per application	D		N	44.25	0.00	44.25	0%
		Council inspector's time	Fewer than 5 horses	D		N	48.50	0.00	48.50	0%
			5 to 10 horses	D		N	60.50	0.00	60.50	0%
			11 to 20 horses	D		N	73.00	0.00	73.00	0%
			21 to 40 horses	D		N	85.00	0.00	85.00	0%
			40 to 50 horses	D		N	97.00	0.00	97.00	0%
		Where a riding establishment fails to meet the terms and conditions of the licence additional charges may be levied at the time of renewal of the	per visit	D		N	97.00	0.00	97.00	0%
		Additional Fees from third parties, e.g. veterinary surgeon's fee, specialist advisor fee; recharged in full								

Fees and Charges to be remodelled and updated once Internal Recharge information has been confirmed

Huntingdonshire District Council - Fees and Charges as at April 2017

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2016/17
							£	£	£	
Dog breeding (Statutory)		Administration fee	per application	D		N	44.25	0.00	44.25	0%
		Officer time	per application	D		N	97.00	0.00	97.00	0%
		Where a dog breeding establishment 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		N	97.00	0.00	97.00	0%
		Additional Fees from third parties, e.g. veterinary surgeon's fee, specialist advisor fee; recharged in full								
Stray dogs		Statutory Fine	per dog	S		N	25.00	0.00	25.00	0%
		Administration fee	per dog	S		S	25.00	0.00	25.00	0%
		Transport Charge to Holding Kennels	per dog	S		S	15.00	0.00	15.00	0%
		Kennelling Charge	per dog per period of 24 hours	S		S	25.00	0.00	25.00	0%
		Dog returned directly to owner without kennelling, plus statutory fine	per dog	S		S	40.00	0.00	40.00	0%
Zoo licences/ Dangerous wild animal		Administration fee	per application			N	44.25	0.00	44.25	0%
		Officer time	per application			N	97.00	0.00	97.00	0%
		Where a zoo or dangerous wild animals licensed premises 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		N	97.00	0.00	97.00	0%
		Additional Fees from third parties, e.g. veterinary surgeon's fee, specialist advisor fee; recharged in full								
							327.00	0.00	327.00	0%
Caravan site licences										
	No charge			S		N	0.00	0.00	0.00	
Relevant Protected Sites	Licence Application	4 - 15 pitches		D		N	327.00	0.00	327.00	0%
		16 - 39 pitches		D		N	405.00	0.00	405.00	0%
		40 - 75 pitches		D		N	450.00	0.00	450.00	0%
		76 - 123 pitches		D		N	517.00	0.00	517.00	0%
		Over 124 pitches		D		N	561.00	0.00	561.00	0%

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Huntingdonshire District Council - Fees and Charges as at April 2017

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2016/17
							£	£	£	
		Annual Licence Fee	4 - 15 pitches	D		N	193.00	0.00	193.00	0%
			16 - 39 pitches	D		N	242.00	0.00	242.00	0%
			40 - 75 pitches	D		N	279.00	0.00	279.00	0%
			76 - 123 pitches	D		N	327.00	0.00	327.00	0%
			Over 124 pitches	D		N	376.00	0.00	376.00	0%
		Licence Transfer		D		N	100.00	0.00	100.00	0%
		Licence Variation		D		N	200.00	0.00	200.00	0%
	Deposit of site rules	Charge for depositing site rules	Initial and then when amended	D		N	50.00	0.00	50.00	0%
CCTV	Subject Access Request	Request for CCTV footage relating directly to the person making the request	per request	S		N	10.00	0.00	10.00	0%
	Third Party Request	Request for CCTV footage relating to insurance claims etc. relating to third party data	per request	D		S	83.33	16.67	100.00	0%
	Cooling Towers and Evaporative Condensers	Registrations	No charge	S			0.00	0.00	0.00	
	Environmental Permits	Application Fee	Part A2							
			Application	S		N	3,218.00	0.00	3,218.00	0%
			Additional fee for operating without a permit	S		N	1,137.00	0.00	1,137.00	0%
			Surrender/ partial surrender	S		N	668.00	0.00	668.00	0%
			Transfer	S		N	225.00	0.00	225.00	0%
			Substantial variation	S		N	1,309.00	0.00	1,309.00	0%
		Part B	Application	S		N	1,579.00	0.00	1,579.00	0%
			Additional fee for operating without a permit	S		N	1,137.00	0.00	1,137.00	0%
			Surrender/ partial surrender	S		N	0.00	0.00	0.00	
			Transfer	S		N	162.00	0.00	162.00	0%
			Substantial variation	S		N	1,005.00	0.00	1,005.00	0%
		Reduced fee (except vehicle refinishers)	Application	S		N	148.00	0.00	148.00	0%
			Additional fee for operating without a permit	S		N	68.00	0.00	68.00	0%
			Surrender/ partial surrender	S		N	0.00	0.00	0.00	

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Huntingdonshire District Council - Fees and Charges as at April 2017

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2016/17
							£	£	£	
		Transfer		S		N	0.00	0.00	0.00	
		Substantial variation		S		N	98.00	0.00	98.00	0%
	Vehicle refinishers	Application		S		N	346.00	0.00	346.00	0%
		Additional fee for operating without a permit		S		N	66.00	0.00	66.00	0%
		Surrender/ partial surrender		S		N	0.00	0.00	0.00	
		Transfer		S		N	0.00	0.00	0.00	
		Substantial variation		S		N	98.00	0.00	98.00	0%
	Petrol vapour recovery stages 1&2 combined	Application		S		N	246.00	0.00	246.00	0%
		Additional fee for operating without a permit		S		N	68.00	0.00	68.00	0%
		Surrender/ partial surrender		S		N	0.00	0.00	0.00	
		Transfer		S		N	0.00	0.00	0.00	
		Substantial variation		S		N	98.00	0.00	98.00	0%
	Mobile crushing and screening plant	Application		S		N	1,579.00	0.00	1,579.00	0%
		Additional fee for operating without a permit		S		N	1,137.00	0.00	1,137.00	0%
		Surrender/ partial surrender		S		N	0.00	0.00	0.00	
		Transfer		S		N	0.00	0.00	0.00	
		Substantial variation		S		N	1,005.00	0.00	1,005.00	0%
	Mobile crushing and screening plant 3rd to 7th applications	Application		S		N	943.00	0.00	943.00	0%
		Additional fee for operating without a permit		S		N	1,137.00	0.00	1,137.00	0%
		Surrender/ partial surrender		S		N	0.00	0.00	0.00	
		Transfer		S		N	0.00	0.00	0.00	
		Substantial variation		S		N	1,005.00	0.00	1,005.00	0%
	Mobile crushing and screening plant 8th and subsequent applications	Application		S		N	477.00	0.00	477.00	0%
		Additional fee for operating without a permit		S		N	1,137.00	0.00	1,137.00	0%
		Surrender/ partial surrender		S		N	0.00	0.00	0.00	
		Transfer		S		N	0.00	0.00	0.00	
		Substantial variation		S		N	1,005.00	0.00	1,005.00	0%

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Huntingdonshire District Council - Fees and Charges as at April 2017

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							£	£	£	
		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		S		N	297.00	0.00	297.00	0%
	Annual subsistence fees	Part A2	Low Risk	S		N	1,384.00	0.00	1,384.00	0%
			Medium Risk	S		N	1,541.00	0.00	1,541.00	0%
			High Risk	S		N	2,233.00	0.00	2,233.00	0%
		Part B	Low Risk	S		N	739.00	0.00	739.00	0%
			plus	S		N	99.00	0.00	99.00	0%
			Medium Risk	S		N	1,111.00	0.00	1,111.00	0%
			plus	S		N	149.00	0.00	149.00	0%
			High Risk	S		N	1,672.00	0.00	1,672.00	0%
			plus	S		N	198.00	0.00	198.00	0%
		Reduced fee (except vehicle refinishers)	Low Risk	S		N	76.00	0.00	76.00	0%
			Medium Risk	S		N	151.00	0.00	151.00	0%
			High Risk	S		N	227.00	0.00	227.00	0%
		Vehicle refinishers	Low Risk	S		N	218.00	0.00	218.00	0%
			Medium Risk	S		N	249.00	0.00	249.00	0%
			High Risk	S		N	524.00	0.00	524.00	0%
		Petrol vapour recovery stages 1&2 combined	Low Risk	S		N	108.00	0.00	108.00	0%
			Medium Risk	S		N	218.00	0.00	218.00	0%
			High Risk	S		N	326.00	0.00	326.00	0%
		Mobile crushing and screening plant	Low Risk	S		N	618.00	0.00	618.00	0%
			Medium Risk	S		N	989.00	0.00	989.00	0%
			High Risk	S		N	1,484.00	0.00	1,484.00	0%
		Mobile crushing and screening plant 3rd to 7th applications	Low Risk	S		N	368.00	0.00	368.00	0%
			Medium Risk	S		N	590.00	0.00	590.00	0%
			High Risk	S		N	884.00	0.00	884.00	0%
		Mobile crushing and screening plant 8th and subsequent applications	Low Risk	S		N	189.00	0.00	189.00	0%
			Medium Risk	S		N	302.00	0.00	302.00	0%
			High Risk	S		N	453.00	0.00	453.00	0%
		Late payment		S		N	50.00	0.00	50.00	0%

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Huntingdonshire District Council - Fees and Charges as at April 2017

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2016/17
							£	£	£	
Food Hygiene & Safety										
	Food Premises Approvals	Cost of approval	No charge	S		N	0.00	0.00	0.00	0%
	FHRS Rescore Visits	Cost of Visit					0.00	0.00	0.00	0%
Housing										
	Houses in Multiple Occupation	Initial licence		D		N	350.00	0.00	350.00	0%
		Renewal of licence		D		N	175.00	0.00	175.00	0%
		Revocation of licence		D		N	100.00	0.00	100.00	0%
		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 £95.00 per additional officer/visit in					N	97.00	0.00	97.00
	Accommodation certificate	Issue		D		S	111.67	22.33	134.00	0%
Information Requests										
	Environmental Information Enquiry	Contaminated land - site specific		D		N	154.50	0.00	154.50	0%
		Simple request		D		N	44.25	0.00	44.25	0%
	Health Certificate			D		N	76.00	0.00	76.00	0%
	Food examination certificate	Small & simple		D		S	48.92	9.78	58.70	0%
		Larger & more complex per hour (min £58.70)		D		S	60.08	12.02	72.10	0%
		Level 2		D		E	60.00	0.00	60.00	0%
	Food hygiene courses	Level 3		D		E	299.00	0.00	299.00	0%
		CD		D		S	47.08	9.42	56.50	0%
		Scrap dealers licence	Site licence	Every 3 years	D		N	415.00	0.00	415.00
		Mobile collector	Every 3 years	D		N	285.00	0.00	285.00	0%
		Collectors licence with existing licence with another LA		D		N	250.00	0.00	250.00	0%
		Variation of licence (person)		D		N	105.00	0.00	105.00	0%
Pest control										
	Wasps nests	Treatment charge	First nest			S	50.00	10.00	60.00	0%
			Subsequent nests treated at the same visit				S	12.00	2.40	14.40
	Rats and mice	Treatment charge	First call and maximum of two re-visits to replenish bait			S	50.00	10.00	60.00	0%

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Huntingdonshire District Council - Fees and Charges as at April 2017

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2016/17
							£	£	£	
	Ants, booklice, carpet beetles, fleas, larder beetles and other insects	Treatment charge	First visit			S	50.00	10.00	60.00	0%
			Second visit			S	25.00	5.00	30.00	0%
	Call out charge or missed appointment					S	33.00	6.60	39.60	0%
	Invoicing charge					S	12.50	2.50	15.00	0%
	Rat Boxes		Per treatment			S	4.08	0.82	4.90	0%
	Mouse Boxes		Per treatment			S	0.22	0.04	0.26	0%
	Difenacoum		Per Kilo			S	1.73	0.35	2.08	0%
	Rat bait per tray		Per treatment			S	0.17	0.03	0.20	0%
	Rat bait per box		Per treatment			S	0.35	0.07	0.42	0%
	Rat bait per pipe		Per treatment			S	0.35	0.07	0.42	0%
	Brodificoum		Per Kilo			S	4.37	0.87	5.24	0%
	Mouse bait per tray		Per treatment			S	0.44	0.09	0.53	0%
	Mouse bait per box		Per treatment			S	0.44	0.09	0.53	0%
	Brodificum wax blocks 20gm					S	0.13	0.03	0.16	0%
	Hourly rate					S	41.67	8.33	50.00	0%
	Invoicing charge					S	10.42	2.08	12.50	0%
Licensing										
	Gambling Act 2005	Club Machine Permit		S		N	200.00	0.00	200.00	0%
		Gaming Machine two or less		S		N	50.00	0.00	50.00	0%
		Gaming Machine Permit		S		N	200.00	0.00	200.00	0%
		Adult Gaming Centre - new		S		N	2,000.00	0.00	2,000.00	0%
		Adult Gaming Centre - renewal		S		N	1,000.00	0.00	1,000.00	0%
		Unlicensed Family Entertainment		S		N	30.00	0.00	30.00	0%
		Other Gambling Premises- new		S		N	3,000.00	0.00	3,000.00	0%
		Other Gambling Premises- renewal		S		N	600.00	0.00	600.00	0%
		Lotteries(Small society)- new		S		N	40.00	0.00	40.00	0%
		Lotteries(Small society)-renewal		S		N	20.00	0.00	20.00	0%

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Statutory fees, we have not been notified by HM Government of any proposed changes to fees and charges

Huntingdonshire District Council - Fees and Charges as at April 2017

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2016/17
							£	£	£	
Licensing Act 2003		Club Premises - Change of relevant registered address of club		S		N	10.50	0.00	10.50	0%
		Club Premises - Notification of change of name or alteration of club rules		S		N	10.50	0.00	10.50	0%
		Club Premises - Theft, loss etc. of club certificate		S		N	10.50	0.00	10.50	0%
		Application for a provisional statement where premises being built		S		N	315.00	0.00	315.00	0%
		Duty to notify change of name or		S		N	10.50	0.00	10.50	0%
		Interim authority notice following death etc. of licence holder		S		N	23.00	0.00	23.00	0%
		Minor Variation		S		N	89.00	0.00	89.00	0%
		Notification of change of name or address		S		N	10.50	0.00	10.50	0%
		Removal of DPS Community Premises		S		N	23.00	0.00	23.00	0%
		Right of freeholder etc. to be notified of licensing matters		S		N	21.00	0.00	21.00	0%
		Personal Licences - Initial Application		S		N	37.00	0.00	37.00	0%
		Personal Licences - Renewal		S		N	0.00	0.00	0.00	
		Personal Licences - Theft, Loss etc.		S		N	10.50	0.00	10.50	0%
		Premises Licence - Application for		S		N	23.00	0.00	23.00	0%
		Premises Licence - Application to vary licence to specify individual as designated premises supervisor (DPS)		S		N	23.00	0.00	23.00	0%
		Premises Licence - Loss of Premises Summary		S		N	10.50	0.00	10.50	0%
		Premises Licence - Theft, loss etc.		S		N	10.50	0.00	10.50	0%
		Temporary Event Notices - Application		S		N	21.00	0.00	21.00	0%
		Temporary Event Notices - Theft, loss etc.		S		N	10.50	0.00	10.50	0%
		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%
		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%

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							£	£	£	
		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%
		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%
		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%
		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%
		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%
		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%
		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%
		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%
		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%
		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%
		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%
		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%
		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%

Statutory fees, we have not been notified by HM Government of any proposed changes to fees and charges

Huntingdonshire District Council - Fees and Charges as at April 2017

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							£	£	£	
		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%
		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%
		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%
		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%
		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%
		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%
		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%
		Premise - A (£0 - £4300) (initial issue)		S		N	100.00	0.00	100.00	0%
		Premise - A (£0 - £4300) (renewal)		S		N	70.00	0.00	70.00	0%
		Premise - B (£4301 - £33,000) (initial issue)		S		N	190.00	0.00	190.00	0%
		Premise - B (£4301 - £33,000) (renewal)		S		N	180.00	0.00	180.00	0%
		Premise - C (£33,001 - £87,000) (initial issue)		S		N	315.00	0.00	315.00	0%
		Premise - C (£33,001 - £87,000) (renewal)		S		N	295.00	0.00	295.00	0%
		Premise - D (£87,000 - £125,000) (initial issue)		S		N	450.00	0.00	450.00	0%
		Premise - D (£87,000 - £125,000) (renewal)		S		N	320.00	0.00	320.00	0%
		Premise - D (£87,000 - £125,000) and primary business is Alcohol sales (initial issue)		S		N	900.00	0.00	900.00	0%

Statutory fees, we have not been notified by HM Government of any proposed changes to fees and charges

Huntingdonshire District Council - Fees and Charges as at April 2017

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2016/17
							£	£	£	
		Premise - D (£87,000 - £125,000) and primary business is Alcohol sales (renewal)		S		N	640.00	0.00	640.00	0%
		Premise - E (£125,000 and above) (initial issue)		S		N	635.00	0.00	635.00	0%
		Premise - E (£125,000 and above) (renewal)		S		N	350.00	0.00	350.00	0%
		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%
		Premise - E (£125,000 and above) and primary business is Alcohol sales (renewal)		S		N	1,905.00	0.00	1,905.00	0%
	Miscellaneous Licences	One of Electrolysis, Ear Piercing, Acupuncture or Tattooing		S		N	119.00	0.00	119.00	0%
	Miscellaneous Licences	Two or more of Electrolysis, Ear Piercing, Acupuncture or Tattooing on a single premises		S		N	155.00	0.00	155.00	0%
	Sex Establishment licences	Sex Establishment - New		S		N	2,824.00	0.00	2,824.00	0%
		Sex Establishment - Renewal		S		N	2,824.00	0.00	2,824.00	0%
	Taxi & Private Hire	DBS				N	44.00	0.00	44.00	0%
		Digital Advertising		D		N	10.00	0.00	10.00	0%
		Private Hire Operator -New /Renewal		D		N	118.00	0.00	118.00	0%
		Hackney Carriage - Initial test for Wheelchair Accessibility		D		N	278.00	0.00	278.00	0%
		Hackney Carriage - Renewal for Wheelchair Accessibility		D		N	263.00	0.00	263.00	0%
		Hackney Carriage & Private Hire Vehicle - Driver Renewal		D		N	46.00	0.00	46.00	0%
		Hackney Carriage & Private Hire Vehicle - New Driver		D		N	81.00	0.00	81.00	0%
		Hackney Carriage & Private Hire Vehicle - replacement Drivers		D		N	7.00	0.00	7.00	0%
		Hackney Carriage New/Renewal		D		N	263.00	0.00	263.00	0%
		Private Hire - New/Renewal Vehicle		D		N	246.00	0.00	246.00	0%
		Meter Test		D		N	15.00	0.00	15.00	0%
		Re-test (includes £6 admin fee)		D		N	45.50	0.00	45.50	0%

Statutory fees, we have not been notified by HM Government of any proposed changes to fees and charges

Fees and charges to be remodelled and updates once Internal Recharge Information has been confirmed

Huntingdonshire District Council - Fees and Charges as at April 2017

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2016/17
							£	£	£	
		Replacement Plate		D		N	15.00	0.00	15.00	0%
		Miscellaneous admin fee		D		N	7.00	0.00	7.00	0%
	Street Trading	Street Trading Consents - 1 Day		D		N	58.00	0.00	58.00	0%
		Street Trading Consents - 1 Month		D		N	215.00	0.00	215.00	0%
		Street Trading Consents - 6 Months		D		N	1,179.00	0.00	1,179.00	0%
		Street Trading Consents - Annual		D		N	1,927.00	0.00	1,927.00	0%
		Street Trading Consents - Seasonal		D		N	598.00	0.00	598.00	0%
		Street Trading Licences		D		N	1,725.00	0.00	1,725.00	0%
3C's ICT Shared Service										
Street naming										
	Street naming and numbering	Existing property - name change				N	50.00	0.00	50.00	0%
		Name added to a numbered property				N	30.00	0.00	30.00	0%
		New developments - naming and numbering scheme	1 plot			N	50.00	0.00	50.00	0%
			2 to 5 plots			N	100.00	0.00	100.00	0%
			6 to 10 plots			N	150.00	0.00	150.00	0%
			11 to 25 plots			N	200.00	0.00	200.00	0%
			26 to 50 plots			N	250.00	0.00	250.00	0%
			51 to 100 plots			N	400.00	0.00	400.00	0%
			101 plus plots			N	500.00	0.00	500.00	0%
			plus per additional property			N	10.00	0.00	10.00	0%
		New developments - amendments to street names and numbering after developer redesign				N	500.00	0.00	500.00	0%
			plus per property			N	10.00	0.00	10.00	0%
		Renaming of existing streets				N	250.00	0.00	250.00	0%
			plus per affected property			N	10.00	0.00	10.00	0%
		Supplying of extra addressing plans				N	30.00	0.00	30.00	0%

Fees and charges to be remodelled and updates once Internal Recharge information has been confirmed

Huntingdonshire District Council - Fees and Charges as at April 2017

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2016/17
							£	£	£	
Corporate										
Land Charges (awaiting notification of fees from CCC before HDC fees can be set)										
	Land Charges	Basic search fee		S		N	97.10	0.00	97.10	0%
		Basic commercial search fee		S		N	130.80	0.00	130.80	0%
	LLC1	Several parcels of land		D		N	15.00	0.00	15.00	0%
		land		D		N	3.30	0.00	3.30	0%
	Residential CON 29R	One parcel of land		D		S	115.80	23.16	138.96	0%
		Several parcels of land - each								
		additional parcel		D		S	28.70	5.74	34.44	0%
	Commercial CON 29R	One parcel of land		D		S	82.10	16.42	98.52	0%
		Several parcels of land - each								
		additional parcel		D		S	40.20	8.04	48.24	0%
	CON 29O					S	6.00	1.20	7.20	0%
		Question 8		D		S	8.00	1.60	9.60	0%
		Question 16 (County)		D		S	19.00	3.80	22.80	0%
		Question 21 (County)		D		S	14.00	2.80	16.80	0%
		Question 22 (County)		D		S	14.00	2.80	16.80	0%
	Solicitors own enquiry	Each		D		S	11.00	2.20	13.20	0%
	Copies of Section 106 Town & Country Planning Act 1990 documents or similar	Per document		D		N	10.00	0.00	10.00	0%
Electoral Registration										
	Statutory fees	Open register - data	Admin	S		N	20.00	0.00	20.00	0%
			plus per thousand entries(or part)	S		N	1.50	0.00	1.50	0%
		Open register - paper	Admin	S		N	10.00	0.00	10.00	0%
			plus per thousand entries(or part)	S		N	5.00	0.00	5.00	0%
	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%
			plus per thousand entries(or part)	S		N	1.50	0.00	1.50	0%
	Overseas electors - paper	Admin		S		N	10.00	0.00	10.00	0%
			plus per thousand entries(or part)	S		N	5.00	0.00	5.00	0%

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Huntingdonshire District Council - Fees and Charges as at April 2017

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2016/17
							£	£	£	

Leisure & Health

Swimming

PAY AS YOU GO	ONE CARD	FULL PRICE	
Swim Session (under 3's)	£1.40	£2.60	0%
Swim Session (3 to 15 years)	£2.90	£4.10	0%
Swim Session (16+ years)	£3.90	£5.10	0%
Family Swim Pass (2 adults and 2 children)	£12.50	£15.00	0%
Aquafit and Aquanatal Classes	£5.20	£6.50	0%

AQUA MEMBERSHIPS	ONE CARD	FULL PRICE	
Monthly DD (all ages)	£23.99 per month	n/a	0%
Annual Swim Pass (all ages)	£249.00 per year	n/a	0%
Student Aqua	£14.99 per month	n/a	0%

Swimming Lessons

BABY/JUNIOR LESSONS	DIRECT DEBIT	CASH BLOCK	
30 minute lessons	£22.00 per month	£82.50 per 15 weeks	0%
45 minute lessons	£33.00 per month	£123.75 per 15 weeks	0%
60 minute lessons	£44.00 per month	£165.00 per 15 weeks	0%

ADULT LESSONS	PAY AS YOU GO	6 WEEK BLOCK	
30 minute lessons	n/a	£4.50 per lesson	0%
45 minute lessons	£7.50 per lesson	£6.75 per lesson	0%
60 minute lessons	£10.00 per lesson	£9.00 per lesson	0%

Huntingdonshire District Council - Fees and Charges as at April 2017

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2016/17
							£	£	£	
		PRIVATE LESSONS	ONE CARD							
		1:1 30 minute lesson	£17.00 per lesson							0%
		2:1 30 minute lesson	£26.00 per lesson							0%
		Fitness Classes								
			ONE CARD							
		Fitness Class Pass (10 fitness classes)	£46.00							0%
		All Fitness Classes (except below)	£5.20							0%
		30 Minute Fitness Classes	£3.50							0%
		Right Start Classes	£3.50							0%
		Old Memberships (before 1st April 2015)								
		ADVANTAGE MEMBERSHIP	Monthly							
		Single membership	£40.00 per month							0%
		Joint membership	£66.00 per month							0%
		ADVANTAGE (BUSINESS) MEMBERSHIP	Monthly							
		Single membership	£36.00 per month							0%
		Joint membership	£61.00 per month							0%
		SILVER / CLASSIC MEMBERSHIP	Monthly							
		Single membership	£32.00 per month							0%
		Joint membership	£52.00 per month							0%

Huntingdonshire District Council - Fees and Charges as at April 2017

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2016/17
							£	£	£	
	GYM ONLY MEMBERSHIP		Monthly							
			Annual							
	Single membership	£35.00 per month	£385.00 per year							0%
	Joint membership	£60.00 per month	£605.00 per year							0%
	STUDENT MEMBERSHIP		Monthly							
	Single membership	£20.00 per month	n/a							0%
	New Memberships (from 1st April 2015)									
	PREMIER MEMBERSHIP		Monthly							
			Annual							
	Single membership	£38.99 per month	£399.00 per year							0%
	Joint membership	£69.99 per month	£749.00 per year							0%
	PREMIER (BUSINESS) MEMBERSHIP		Monthly							
	Single membership	£35.09 per month	£359.10 per year							0%
	SOLO MEMBERSHIP		Monthly							
			Annual							
	Single membership (Huntingdon, St Ives & St Neots)	£33.99 per month	£349.00 per year							0%
	Single membership (Ramsey & Sawtry)	£28.99 per month	£299.00 per year							0%
	SOLO (BUSINESS) MEMBERSHIP		Monthly							
			Annual							
	Single membership (Huntingdon, St Ives & St Neots)	£30.59 per month	£314.10 per year							0%
	Single membership (Ramsey & Sawtry)	£26.09 per month	£269.10 per year							0%

Huntingdonshire District Council - Fees and Charges as at April 2017

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2016/17
							£	£	£	
			Monthly							
			Annual							
	STUDENT MEMBERSHIP									
	Single membership (Huntingdon, St Ives & St Neots)	£22.99 per month	n/a							0%
	Single membership (Ramsey & Sawtry)	£17.99 per month	n/a							0%
	Impressions Casual Use									
	CASUAL USE		ONE CARD							
	Adult (Huntingdon, St Ives & St Neots)	£7.20	n/a							0%
	Adult (Ramsey & Sawtry)	£5.20	n/a							0%
	Student (Huntingdon, St Ives & St Neots)	£3.70	n/a							0%
	Student (Ramsey & Sawtry)	£3.20	n/a							0%
	Heat Experience Suites									
	CASUAL USE									
	Casual Use	£7.50 per visit								0%
	HEAT EXPERIENCE PASSES									
	Monthly Pass (with monthly prepaid membership)	£7.50 per month (direct debit)								0%
	Annual Pass (with annual prepaid membership)	£90.00 per year								0%
	Monthly Pass	£12.50 per month (direct debit)								0%
	Annual Pass	£120.00 per year								0%

Huntingdonshire District Council - Fees and Charges as at April 2017

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2016/17
							£	£	£	
Sports Halls										
HUNTINGDON										
		ONE CARD	FULL PRICE							
	Whole Sports Hall (3 courts)	£42.00	n/a							0%
RAMSEY										
	Whole Sports Hall (3 courts)	£42.00	n/a							0%
	Cricket Nets	POA	n/a							
SAWTRY										
	Whole Sports Hall (3 courts)	£42.00	n/a							0%
	Cricket Nets	POA	n/a							
ST IVES INDOOR										
	Whole Sports Hall (6 courts)	£65.00	n/a							0%
	Half Sports Hall (3 courts)	£42.00	n/a							0%
	Cricket Nets	POA	n/a							
ST NEOTS										
	Whole Sports Hall (5 courts)	£55.00	n/a							0%
Racquet Sports										
BADMINTON										
	Badminton Court (anytime)	£9.50	£11.00							0%
	Badminton Court (school holidays offer)	£3.00	n/a							0%
	Badminton Pass (block of five badminton courts)	£47.50	n/a							0%

Huntingdonshire District Council - Fees and Charges as at April 2017

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2016/17
							£	£	£	
	SQUASH / RACKETBALL									
		ONE CARD	FULL PRICE							
	Squash Court (anytime)	£6.70	£8.70							0%
	Squash Court (school holidays offer)	£3.00	n/a							0%
	Squash Pass (block of five squash courts)	£33.50	n/a							0%
	TABLE TENNIS									
		ONE CARD	FULL PRICE							
	Table Tennis (anytime)	£6.20	£7.50							0%
	Table Tennis (school holiday offer)	£3.00	n/a							0%
	TENNIS									
		ONE CARD	FULL PRICE							
	Tennis Court (anytime)	£5.00	£6.50							0%
	Tennis Court (annual tennis pass)	£35.00	n/a							0%
	Tennis Court (school holidays offer)	£3.00	n/a							0%
	Basement Lanes (Tenpin Bowling)									
		ONE CARD	FULL PRICE							
	One game of bowling	£4.50	n/a							0%
	Two games of bowling	£7.50	n/a							0%
	Three games of bowling	£10.00	n/a							0%
		ONE CARD	FULL PRICE							
	One game of bowling for 4 people of any age	£12.00 per game	n/a							0%

Huntingdonshire District Council - Fees and Charges as at April 2017

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2016/17
							£	£	£	
Leo's Funzone (Play & Party Centres)										
HUNTINGDON										
		ONE CARD	FULL PRICE							
	Under 1's	FREE	£2.00							0%
	Monday to Friday (term time only)	£2.50	£3.70							0%
	Weekends and School Holidays	£4.20	£5.40							0%
ST NEOTS										
	Under 1's	FREE	£2.00							0%
	Monday to Friday (term time only)	£2.50	£3.70							0%
	Weekends and School Holidays	£3.80	£5.00							0%
Creche										
		ONE CARD	FULL PRICE							
	30 minutes	£3.00	n/a							0%
	Creche Pass (20 x 30 minutes)	£25.00	n/a							0%
Roller Skating										
		ONE CARD	FULL PRICE							
	Roller Skating	£4.00	£5.20							0%
Outdoor Synthetic Pitches										
HUNTINGDON										
		ONE CARD	FULL PRICE							
	3G 5-a-side Pitch (anytime)	£28.00	n/a							0%
	3G 5-a-side Pitch (school holidays offer)	£10.00	n/a							67%

Huntingdonshire District Council - Fees and Charges as at April 2017

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2016/17
							£	£	£	
	RAMSEY	ONE CARD	FULL PRICE							
	Small Astro Pitch (anytime)	£34.00	n/a							0%
	Small Astro Pitch (school holidays offer)	£10.00	n/a							67%
	SAWTRY	ONE CARD	FULL PRICE							
	Small Astro Pitch (anytime)	£45.00	n/a							0%
	Small Astro Pitch (school holidays offer)	£10.00	n/a							67%
	ST IVES INDOOR	ONE CARD	FULL PRICE							
	3G Full Pitch (anytime)	£90.00	n/a							0%
	3G Third Pitch (weekday)	£34.00	n/a							0%
	3G Third Pitch (weekend)	£34.00	n/a							31%
	Large Astro Pitch (anytime)	£60.00	n/a							0%
	Half Large Astro Pitch (anytime)	£45.00	n/a							0%
	Half Large Astro Pitch (school holidays offer)	£10.00	n/a							67%
	ST NEOTS	ONE CARD	FULL PRICE							
	Large Astro Pitch (anytime)	£60.00	n/a							0%
	Third Large Astro Pitch (anytime)	£28.00	n/a							0%
	Small Astro Pitch (anytime)	£34.00	n/a							0%
	Small Astro Pitch (school holidays offer)	£10.00	n/a							67%

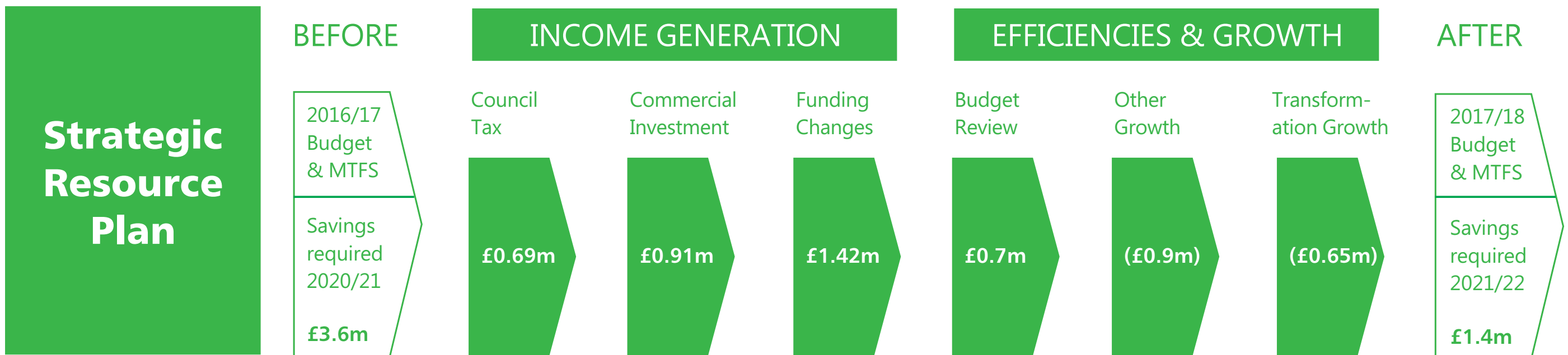
Huntingdonshire District Council - Fees and Charges as at April 2017

Service	Element	Detail	Rate per	Statutory (S) Discretionary (D)	Date of Last increase	VAT *	Net charge	VAT	Total Charge	% Change from 2016/17
							£	£	£	
Grass Pitches										
		ONE CARD	FULL PRICE							
	Football Pitch - Mini Soccer	POA	n/a							
	Football Pitch - Colts	POA	n/a							
	Football Pitch - Seniors	POA	n/a							
	Rounders	£30.00	n/a							
Netball Courts										
	HUNTINGDON	ONE CARD	FULL PRICE							
	Netball Court	£23.00	n/a							0%
	ST IVES OUTDOOR	ONE CARD	FULL PRICE							
	Netball Court	£23.00	n/a							0%
	ST NEOTS	ONE CARD	FULL PRICE							
	Netball Court	£16.00	n/a							0%

*

Key to VAT Indicators

- S = Standard Rated
- N = Non-Business (outside scope of VAT)
- Z = Zero Rated
- E = Exempt



Financial Strategy

	2017/18	2018/19	2019/20	2020/21	2021/22
Net expenditure	£17.211m	£16.810m	£16.977m	£17.365m	£17.737m
Budget surplus / (deficit)	£3.032m	£1.927m	(£1.307m)	(£1.333m)	(£1.364m)
Earmarked Reserves Adjustments	(£0.066m)	£0m	£2.674m	£2.674m	£2.674m
Budget requirement	£20.177m	£18.737m	£18.344m	£18.706m	£19.047m

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TREASURY MANAGEMENT POLICY STATEMENT**1. Definition**

1.1 The Council defines its treasury management activities as:

- the management of the Council's investments, cash flows, banking, money market and capital market transactions.
- the effective control of the risks associated with the Medium Term Financial Strategy (MTFS), Commercial Investment Strategy (CIS) and the pursuit of optimum performance consistent with those risks.

2. Risk management

2.1 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. The analysis and reporting of treasury management activities will focus on their risk implications for the MTFS and CIS.

3. Value for money

3.1 The Council acknowledges that effective treasury management will provide support towards the achievement of its business and service objectives. This includes the use of investment vehicles to make a return in order to finance the MTFS. To a larger extent this also includes the CIS which aims over the life of the MTFS to make a significant contribution to the funding of the Council's service objectives.

4. Borrowing policy

4.1 The Council needs to balance a number of elements in its borrowing policy for funding capital expenditure and the CIS:

- Utilising a mixture of borrowing periods to reduce the overall impact of changes in interest rates.
- Using different types of loans, including maturity and repayment loans. The CIS in particular will be using repayment loans.
- Minimising the long term cost of any borrowing.
- Ensuring that short term costs are as low as possible.
- Using the Council's own reserves on a temporary basis

4.2 The Council will set an affordable borrowing limit each year in compliance with the Local Government Act 2003, and will have regard to the CIPFA Prudential Code for Capital Finance in Local Authorities when setting that limit. It will also set limits on its exposure to changes in interest rates and limits on the maturity structure of its borrowing in the treasury management strategy report each year.

5. Investment policy

- 5.1 All investment decisions, both general decisions and CIS, need to follow a risk assessment which takes account of the need to protect the principal sums invested from loss, ensuring adequate liquidity so that funds are available to fund expenditure when needed, and the generation of investment income to support the provision of local services.

6. Loans to Organisations

- 6.1 The Council may make loans to:

- local organisations, if this will allow the organisation to provide services that will further the Council's own objectives, and where the business case makes this appropriate the earning of a margin on the amounts loaned, or
- organisations where no service benefits are involved, but with the objective of earning a margin on the amounts loaned, and
- In either case loans will only be made where all risks have been considered, appropriate safeguards are in place, and that have a yield commensurate with the risk involved.

7. Commercial Investment Strategy

- 7.1 The CIS approved by Cabinet in December 2015, proposes further investment in commercial assets up to £50m. The aim of this investment is to generate future income streams, in order to mitigate the potential for increased cuts in government funding. The CIS investments will generally be focused on targeting a return on equity (ROE) of between 6% and 9%. A minimum revenue provision policy specific to the CIS has been added to the MRP policy.

8. Governance

- 8.1 The Council will have regard to the Communities and Local Government Guidance on Local Government Investments and will approve an investment strategy each year as part of the treasury management strategy. The strategy will set criteria to determine suitable organisations with which cash may be invested, limits on the maximum duration of such investments and limits on the amount of cash that may be invested with any one organisation. The Treasury and Capital Management Group (TCMG) will be monitoring and reviewing decisions relating to both the capital programme and the CIS.

TREASURY MANAGEMENT STRATEGY 2017/18

1.0 STRATEGIC TREASURY MANAGEMENT

The Council hold funds which through both the need to manage its cash flows and also through the investments made via Commercial Investment Strategy (CIS) which are placed with various financial institutions and organisations. In order that the implications of these investments can be both assessed and understood, the outlook in the economic, credit and interest rate environments must be monitored. This ensures that the correct investment decisions are made in order to yield the Council the best return within acceptable risk parameters.

1.1 Economic Outlook

The major external influence on the Authority's treasury management strategy for 2017/18 will be the UK's progress in negotiating a smooth exit from the European Union. Financial markets, wrong-footed by the referendum outcome, have since been weighed down by uncertainty over whether leaving the Union also means leaving the single market. Negotiations are expected to start once the UK formally triggers exit in early 2017 and last for at least two years. Uncertainty over future economic prospects will therefore remain throughout 2017/18.

The fall and continuing weakness in sterling and the near doubling in the price of oil in 2016 have combined to drive inflation expectations higher. The Bank of England is forecasting that Consumer Price Inflation will breach its 2% target in 2017, the first time since late 2013, but the Bank is expected to look through inflation overshoots over the course of 2017 when setting interest rates so as to avoid derailing the economy.

Initial post-referendum economic data showed that the feared collapse in business and consumer confidence had not immediately led to lower GDP growth. However, the prospect of a leaving the single market has dented business confidence and resulted in a delay in new business investment and, unless counteracted by higher public spending or retail sales, will weaken economic growth in 2017/18.

Looking overseas, with the US economy and its labour market showing steady improvement, the market has priced in a high probability of the Federal Reserve increasing interest rates in December 2016. The Eurozone meanwhile has continued to struggle with very low inflation and lack of momentum in growth, and the European Central Bank has left the door open for further quantitative easing.

The impact of political risk on financial markets remains significant over the next year. With challenges such as immigration, the rise of populist, anti-establishment parties and negative interest rates resulting in savers being paid nothing for their frugal efforts or even penalised for them, the outcomes of Italy's referendum on its constitution (December 2016), the French presidential and general elections (April – June 2017) and the German federal elections (August – October 2017) have the potential for upsets.

How Does This Impact on the Council's Medium Term Financial Strategy

Low inflation rates have been a benefit to the Council's Medium Term Financial Strategy (MTFS) by lowering expectations about budget increases (both salaries and general expenditure) as a result of general price increases. However it seems likely now that inflation will rise as a result of increasing oil prices and the weakness of sterling, this will increase the pressure in future years for increases in budgets to allow for this.

Several factors are impacting on the prospects for economic growth, including the EU negotiations and business confidence. A slowdown in growth could potentially have an impact on the Council's ability to raise revenue from services where consumers or businesses may cut back, for example, leisure, parking (consumer activity), development control (house building), or commercial estates.

1.2 Credit Outlook

Markets have expressed concern over the financial viability of a number of European banks recently. Sluggish economies and continuing fines for pre-crisis behaviour have weighed on bank profits, and any future slowdown will exacerbate concerns in this regard.

Bail-in legislation, which ensures that large investors including local authorities will rescue failing banks instead of taxpayers in the future, has now been fully implemented in the European Union, Switzerland and USA, while Australia and Canada are progressing with their own plans. The credit risk associated with making unsecured bank deposits has therefore increased relative to the risk of other investment options available to the Authority; returns from cash deposits however continue to fall.

How Does This Impact on the Council's Medium Term Financial Strategy

Whilst the credit outlook remains uncertain over the initial years of the MTFS, the Council is adopting a policy of investing in highly liquid assets such as Money Market Funds, and overnight call accounts. This is combined with the CIS which will be investing in assets, through the routes of property purchase and property funds which are backed by property assets.

1.3 Interest Rate Outlook

The Authority's treasury adviser Arlingclose's central case is for UK Bank Rate to remain at 0.25% during 2017/18. The Bank of England has, however, highlighted that excessive levels of inflation will not be tolerated for sustained periods. Given this view and the current inflation outlook, further falls in the Bank Rate look less likely. Negative Bank Rate is currently perceived by some policymakers to be counterproductive but, although a low probability, cannot be entirely ruled out in the medium term, particularly if the UK enters recession as a result of concerns over leaving the European Union.

Gilt yields have risen sharply, but remain at low levels. The Arlingclose central case is for yields to decline when the government triggers Article 50. Long-term economic fundamentals remain weak, and the quantitative easing (QE) stimulus provided by central banks globally has only delayed the fallout from the build-up of public and private sector debt. The Bank of England has defended QE as a monetary policy tool, and further QE in support of the UK economy in 2017/18 remains a distinct possibility, to keep long-term interest rates low.

How Does This Impact on the Medium Term Financial Strategy

The result of low interest rates is that investment opportunities yielding an adequate rate of return in the general market are limited, hence the decision to look elsewhere for investment opportunities, by adopting the CIS.

The immediate effect on the MTFs of an increase in the UK bank rate is an increase in the cost of borrowing. This will directly impact on the revenue budgets through the net interest budget, the forecast for which reflect the rates shown in **Table 1**.

Table 1	2017/18	2018/19	2019/20	2020/21	2022/22
MTFS Interest Rate Assumptions	%	%	%	%	%
Temporary investments	0.70	1.20	1.65	1.75	2.00
PWLB 20 year borrowing (EOY)	3.40	3.55	3.70	3.85	4.00
Temporary borrowing	0.75	1.00	1.50	1.50	1.75

Against the background of low interest rates and reducing revenue and capital balances the Council has sought to maximise the returns from its investments whilst minimising the risks of investing with a borrower that is, or may become, unable to repay. It therefore adopted a strategy for 2016/17 that concentrated on highly rated institutions, and the larger Building Societies, Money Market Funds and Local Authority investments. Investments in liquidity or call accounts, which offer repayment the same day were maximised to further reduce risk.

The 2016/17 Strategy allowed for borrowing in anticipation of need to fund capital expenditure although that option has not so far been used this year. It is envisaged that a similar allowance is included in the 2017/18 strategy.

2.0 BORROWING AND INVESTMENT FORECAST 31st MARCH 2017

The Council manages investments through-out the year. A proportion of the investments and borrowing will be short-term to manage cash-flow on a day to day basis, in order to make payments for example precepts or suppliers. The

remainder of the investments and borrowing will be long-term, to finance capital expenditure and to seek yield to support the MTFS.

2.1 Breakdown of Forecast

In order to manage the achievement of the MTFS and CIS objectives and to maintain the necessary cash-flows, the Council will need to seek short-term and long-term borrowing. **Table 2** below is an estimate of the forecast investments and borrowing as at 31st March 2017, broken down between CIS balances and general programme activities.

Table 2 Investing and Borrowing at 31/03/17	CIS £m	General Programme £m	Total £m
Investments Short-Term	0	4.0	4.0
Investments Long-Term	2.5 ^A	0.0	2.5
Total Investments	2.5	4.0	6.5
Borrowing- Short-Term	0.0	1.0	1.0
Borrowing- Long-Term	0.0	15.8	15.8
Total Borrowing	2.5	20.8	23.3

Notes ^ACCLA Property Fund and share based investments

2.2 Interest Forecast 2016/17

The 2016/17 year-end forecast for net interest is now £0.274m, which will be a saving of £0.110m against the budget of £0.384m.

3.0 BORROWING AND INVESTMENT FORECAST OVER 2017/18 TO 2021/22

3.1 Medium Term Financial Strategy Capital Programme and CIS

Over the period of the MTFS the Council is budgeted to be spending significant sums on both its general capital programme (to enhance current assets and acquire new assets) and the capital investment programme enshrined within the CIS. **Table 3** below shows net amounts included within the MTFS in respect of the general capital programme and the CIS.

Table 3 Forecast Programmes	2016/17 £m	2017/18 £m	2018/19 £m	2019/20 £m	2020/21 £m	2021/22 £m
Capital	9.8	8.0	2.0	2.4	1.6	1.9
CIS	9.2	30.0	0.0	0.0	0.0	0.0
Total	19.0	38.0	2.0	2.4	1.6	1.9

Note The CIS is not forecast beyond 2017/18, this is a period of consolidation and development of risk shared development options.

3.2 Borrowing Strategy

For the general capital and CIS programmes shown in **Table 3**, the Council does not hold sufficient funds to finance this from its own internal resources. As a result it must borrow to meet this requirement.

This borrowing strategy sets out the long-term borrowing parameters in which the Council can borrow in order to facilitate the financing of the general capital programme and the CIS over the MTFS period. **Table 4** below shows the total borrowing requirements for both the general capital programme and the CIS; by 2021/22 the Council is expecting to have borrowing in excess of £29m (“Must Borrow”). If however, the Council chose not to use reserves to finance capital, borrowings would increase to £47m by 2021/22 (“May Borrow”).

Annex C provides further detail in respect of the borrowing and investments relating to both the general programme and the CIS.

Table 4 Borrowing Strategy Whole Programme	2017/ 2018 £m	2018/ 2019 £m	2019/ 2020 £m	2020/ 2021 £m	2021/ 2022 £m
Expenditure					
Capital Expenditure					
Brought Forward	(42.0)	(71.7)	(68.8)	(66.2)	(62.8)
Movement in Year	(29.7)	2.9	2.6	3.4	3.0
Capital Financing Requirement	(71.7)	(68.8)	(66.2)	(62.8)	(59.8)
Fixed Term Investment (EOY)	0.0	0.0	0.0	0.0	0.0
Total Capital to be Financed	(71.7)	(68.8)	(66.2)	(62.8)	(59.8)
Financing					
Forecast long term borrowing (at 31/03/17 borrowing over MTFS)	13.2	13.1	12.9	12.7	12.6
Average Revenue Reserves	2.6	2.5	2.6	2.6	2.7
Earmarked Reserves	9.6	11.6	13.0	14.4	15.6
Total Reserves	12.2	14.1	15.6	17.0	18.3
Total Financing Available	25.4	27.2	28.5	29.7	30.9
Net Unfinanced Capital “Must Borrow”	(49.9)	(41.6)	(37.7)	(33.1)	(28.9)
If Reserves are not used to Finance Capital:					
“May Borrow”	(62.1)	(55.7)	(53.3)	(50.1)	(47.2)
Funding in Advance					
May Borrow a further	0.0	0.0	0.0	0.0	0.0
Need For Further Borrowing- Loans To Organisations	(15.0)	(15.0)	(15.0)	(15.0)	(15.0)

- Notes**
1. Forecast general reserves is the average reserves for the year
 2. Earmarked reserves includes the special reserve, repairs and renewals reserves, and capital investments. These are forecast to diminish over the life of the MTFs, as the balances in these reserves are used to fund expenditure. It is assumed that there are no additional earmarked reserves.
 3. There would be a cash flow benefit; however due to its natural volatility, it is excluded from this analysis.

3.3 Investment Strategy

The guidance on Local Authority Investments categorises investments as 'specified' and 'non-specified'.

Specified investments are expected to offer relatively high security and/or liquidity. They must be:

- in sterling (avoiding exchange rate fluctuations) and,
- due to be repaid within 12 months (minimising capital value fluctuations on gilts and CDs and minimising the period within which a counterparty might get into difficulty) and not defined as capital expenditure in the capital finance regulations 2003 (e.g. equities and corporate bonds though there is current consultation on removing bonds from the capital constraint) and,
- with a body that the Council considers is of high credit quality of A-, or with the UK Government or a local authority, (minimising the counterparty risk), this includes Money Market Funds where the Council has set minimum criteria.

No investment that counts as Capital expenditure will be undertaken, without Cabinet approval or for the CIS, the Treasury and Capital Management Group, as it effectively transfers revenue funds into capital when the investment is repaid which has significant impacts on the Council's financial flexibility.

Non-specified investments include longer deposits and other types of investment e.g. corporate bonds and equities.

The Council may use the following non-specified investments:

- Time Deposits of longer than 12 months with banks and building societies
- UK government bonds, supranational bank bonds
- loans to other local authorities and other organisations (further definition of the latter is shown below) over 12 months to maturity
- Corporate Bonds over 12 months to maturity, if returns are clearly better than time deposits, but such investments will only be made following a risk assessment and consultation on the proposed limits, procedures and credit ratings with the Treasury and Capital Management Group (TCMG). Use would be limited to Bonds that could be held to maturity thus avoiding fluctuations in capital value.
- Property funds, share based investments and Property.

Table 5 Non-Specified Investments	£m
Total Long-Term Investments	15
Total Investments without Credit Ratings or rated below A-	15
Total investments (except pooled funds) with institutions domiciled in foreign countries rated below AA+	15
Total non-specified investments	15

4.0 OTHER TREASURY ACTIVITIES

Whilst the Council will be making borrowing and investing decisions in relation to its general capital and CIS programmes, there is also a requirement to make other decisions that do not relate directly to these programmes but are required to meet corporate objectives.

4.1 Loans to Support the Achievement of Service Objectives

Opportunities will arise from time to time for the Council to further its objectives by making loans to local organisations or businesses. Such loans are considered to be investments as defined in this strategy. All such loans would be subject to a due diligence process, and the identification of relevant risks pertaining to the loan. Such investments can be administratively cumbersome to set-up and consequently will only be undertaken following a detailed business case has been approved by Cabinet. These loans would not be subject to the 5 year investment limit.

4.2 Loans with Security

The Localism Act potentially enables the Council to benefit from its low cost of borrowing to earn a margin by providing a loan to other bodies where no service benefits are involved. Due consideration will be given to the impact of state aid regulations, and where security of the investment can be made through a legal charge on an adequate value of asset(s) to protect the Council from the possibility of default. Such investments can be administratively cumbersome to set-up and consequently will only be undertaken following a detailed business case has been approved by Cabinet. These loans would not be subject to the 5 year investment limit.

4.3 Policy on using Financial Derivatives

Local authorities have previously made use of financial derivatives embedded in loans and investments both to reduce interest rate risk, and to reduce costs or increase income at the expense of greater risk (e.g. lenders option/borrowers option (LOBO) loans). The Localism Bill 2011 includes a general power competence that removes the uncertain legal position over local authorities' use of standalone financial derivatives. Any decision to make use of financial derivatives will be subject to further reports to cabinet. Considering the Councils commitment to developing a CIS portfolio, it is unlikely that Financial Derivatives will be used.

4.4 **Treasury Advisors**

Arlingclose are the Councils appointed advisors. The Advisor carries out the following role:

- advice on investment decisions,
- notification of credit ratings and changes,
- advice and guidance on relevant policies, strategies and reports,
- training courses.

4.5 **Management and Governance**

The Responsible Financial Officer and their staff will manage and monitor investments and borrowing. The Treasury and Capital Management Group (TCMG) consists of three councillors and relevant officers. This group oversees and monitors treasury, CIS and capital activities.

4.6 **Reporting and Scrutiny**

The Treasury Management Strategy is reported to Council each year in February so that the strategy can take into account the latest MTFS and the critical factors affecting the treasury function including, the economy, interest rates and the credit outlook. In November a 6 month report on the performance of the fund is reported to Cabinet and in June a report on the annual performance of the funds is reported.

4.7 **Changes to the Strategy**

The strategy is not intended to be constricting, but a definition of the upper limit of the level of risk that it is prudent for the Council to take in maximising the return on its net investments. Any changes that are:

- broadly consistent with this Strategy, and/or
- reduce or only minimally increase the level of risk, and/or
- supported by the Council's Treasury Management Advisors,

are delegated to the Responsible Financial Officer, after consultation with the TCMG. All other changes to the strategy must be approved by the full Council.

5.0 **TREASURY MANAGEMENT, PRUDENTIAL AND CIS INDICATORS**

The Council's Treasury Management and Prudential Indicators are attached at **Appendix 4**. They are based on data included in the budget report and this Strategy. They set various limits that allow officers to monitor its achievement, and are there to guide members and officers when treasury management decisions are being made.

A new section for this year's strategy is the CIS indicators these will be used to monitor the success of the CIS programme, using a set of ratios and metrics specifically designed for that programme.

These indicators must be approved by the Council and can only be amended by the Council.

DEFINITION OF CREDIT RATINGS

ANNEX A

Fitch	Rating	Definition	Examples of counterparties
Short term	F1	Indicates the strongest intrinsic capacity for timely payment of financial commitments; may have an added "+" to denote any exceptionally strong credit feature.	Handelsbanken F1+ Nationwide Building Society Bank of Scotland Barclays Bank Santander
	F2	Good rated intrinsic capacity for timely payment of financial commitments.	Royal Bank of Scotland NatWest (The Council's Bank)
	F3	Fair rated intrinsic capacity for timely payment of financial commitments.	
Long-term	AAA	Highest credit quality organisations, reliable and stable. 'AAA' ratings denote the lowest expectation of default risk . They are assigned only in cases of exceptionally strong capacity for payment of financial commitments.	Germany, Sweden, USA. Money Market Funds
	AA	Very high credit quality. 'AA' ratings denote expectations of very low default risk . They indicate very strong capacity for payment of financial commitments. This capacity is not significantly vulnerable to foreseeable events.	United Kingdom, France, Handelsbanken
	AA-		HSBC Bank.
	A	High credit quality. 'A' ratings denote expectations of low default risk . The capacity for payment of financial commitments is considered strong. This capacity may, nevertheless, be more vulnerable to adverse business or economic conditions than is the case for higher ratings.	Bank of Scotland A+, Lloyds Bank A+, Barclays Bank, Santander, Nationwide Building Society, Coventry Building Society
	A-		Leeds Building Society, Yorkshire Building Society.
	BBB	Good credit quality. BBB ratings indicate expectations of low default risk . The capacity for payment of financial commitments is considered adequate, but adverse business or economic conditions are more likely to impair this capacity.	Royal Bank of Scotland BBB+, NatWest BBB+, Clydesdale Bank BBB+

Notes

The modifiers "+" or "-" may be appended to a rating to denote relative status within major rating categories.

The credit ratings quoted above are based on those issued by Fitch, a Credit Rating Company.

FUND MANAGEMENT (IF NO FURTHER BORROWING)
ANNEX B

<p>The following limits do not apply to the CIS, as the CIS is intended to be a medium to long term investment vehicle. Properties and other investments may be held onto for a number of years, dependent on the Risk associated with each individual investment and the wider portfolio itself.</p>		
Duration of investments	<p>No investment shall be longer than 5 years. Maximum duration for a Building Society with no rating is 1 month.</p>	
Types of investments	<p>Fixed term Deposits Deposits at call, two or seven day notice Corporate bonds Money Market Funds UK Government bonds and Supranational Bank bonds Loans to Organisations Pooled Property and Asset Funds Shares Based Investments (subject to separate approval of the Treasury & Capital Management Group)</p>	
Credit Ratings	<p>Building Societies All Building Societies with ratings of BBB or above. Building Societies with no ratings. (maximum duration 1 month) Money Market Funds AAA credit rating Local Authorities, Police Authorities, Fire Authorities or UK Government, No rating required</p> <p>Non-Building Societies (including Banks and Corporate Entities) Short term rating F2 by Fitch or equivalent. Long-term rating of AA- by Fitch or equivalent if the investment is longer than 1 year.</p> <p>Loans to Organisations These will not require a specific credit rating but will be subject to individual approval by Cabinet (these will be for longer than 5 years).</p>	
Maximum limits per counterparty (group), country or non-specified category	<p>F1+ or have a legal position that guarantees repayment for the period of the investment</p> <p>F1</p> <p>Building Society with assets over £2bn in top 25 (Currently 10)</p> <p>Building Society with assets over £1bn if in top 25 (Currently 3)</p> <p>Building Society with assets under £1bn in top 25</p> <p>Liquidity (Call) Account with a credit rating of F2 or with a legal position that guarantees repayment or a</p>	<p>£5M</p> <p>£4M</p> <p>£5M</p> <p>£4M</p> <p>£3M</p> <p>£5M</p>

	<p>Building Society</p> <p>Money market fund AAA Credit rating</p>	<p>£4M</p>
	<p>Country limits</p> <ul style="list-style-type: none"> - UK - unlimited - £5M in a country outside the EU - £10M in a country within the EU (excluding UK) - £20M in EU countries combined (excluding UK) - Country of Domicile for Money Market Funds – unlimited, providing the fund is AAA. <p>Except for Money Market Funds, no investment will be made in country with a sovereign rating of less than AA.</p> <p>These limits will be applied when considering any new investment from 22 February 2017. Lower limits may be set during the course of the year or for later years to avoid too high a proportion of the Council's funds being with any counterparty.</p> <p>Loans to Organisations No limit in value or period but will be subject to approval by Cabinet of a detailed business case.</p> <p>Commercial Investment Strategy Investments made through the CIS will subject to the parameters and limits set out in that strategy.</p>	
<p>Benchmark</p>	<p>LGC 7 day rate</p>	

INVESTMENT LIMITS FOR BORROWING IN ADVANCE

	Level of Borrowing in Anticipation		Rating Constraints
from	£5M	£11M	
to	£10M	£20M	
BUILDING SOCIETIES			
Assets over £2bn	£5M	£5M	
Assets over £1bn	£4M	£4M	
Rest of top 25 by assets	£3M	£3M	
BANKS & OTHER INSTITUTIONS			
F2+ or legal status	£5M	£5M	AA- if more than 1 year
F2	£4M	£4M	AA- if more than 1 year
LIQUIDITY ACCOUNTS			
Limit in liquidity account	£5M	£6M	F2 or legal status
Limit with any other investments in institution	£8M	£9M	
NON-SPECIFIED INVESTMENTS			
Time Deposits over 1 year in total	£20M	£30M	
Corporate Bonds in total	£5M	£8M	Not yet determined
TERRITORIAL LIMITS			
UK	Unlimited		
EU (excluding UK)	£20M	£20M	
EU Country (other than UK)	£10M	£10M	
Any other Country	£5M	£5M	

BREAKDOWN OF BORROWING AND INVESTING FORECAST 2017/18 to 2020/21

1. COMMERCIAL INVESTMENT STRATEGY BORROWING FORECAST

Borrowing Strategy CIS	2017/ 2018 £m	2018/ 2019 £m	2019/ 2020 £m	2020/ 2021 £m	2021/ 2021 £m
Expenditure					
Capital Expenditure					
Brought Forward	0.0	(26.4)	(24.5)	(22.6)	(20.7)
Movement in Year (a)	(26.4)	1.9	1.9	1.9	1.9
Capital Financing Requirement	(26.4)	(24.5)	(22.6)	(20.7)	(18.8)
Fixed Term Investment (EOY)	0.0	0.0	0.0	0.0	0.0
Total Capital to be Financed	(30.0)	(24.5)	(22.6)	(20.7)	(18.8)
Financing					
Forecast long term borrowing (at 31/03/17 borrowing over MTFS)	0.0	0.0	0.0	0.0	0.0
Average Revenue Reserves	0.0	0.0	0.0	0.0	0.0
Earmarked Reserves	0.0	0.0	0.0	0.0	0.0
Total Reserves	0.0	0.0	0.0	0.0	0.0
Total Financing Available	0.0	0.0	0.0	0.0	0.0
Net Unfinanced Capital "Must Borrow"	(30.0)	(24.5)	(22.6)	(20.7)	(18.8)
If Reserves are not used to Finance Capital:					
May Borrow	(30.0)	(24.5)	(22.6)	(20.7)	(18.8)

Note: (a) These numbers represent the net for actual spend less Minimum Revenue Provision.

Cash Flow

The Council will be making investments through the CIS. Initially investments will be made using reserves, however due to the cash flow impacts of council tax and precept payments there may not be on a day to day basis, sufficient cash. In the event of this circumstance the council will look to borrow on a short-term basis.

Borrowing – Long Term

As the CIS develops and investments are made, borrowing will be required. It is expected that this will be from the Public Works Loans Board (PWLB). The type of loan is expected to be repayment, whereby repayments are made to the lender on a regular basis.

2. GENERAL CAPITAL PROGRAMME BORROWING FORECAST

Borrowing Strategy General Capital Programme	2017/ 2018 £m	2018/ 2019 £m	2019/ 2020 £m	2020/ 2021 £m	2021/ 2022 £m
Expenditure					
Capital Expenditure					
Brought Forward	(42.0)	(45.3)	(44.3)	(43.6)	(42.1)
Movement in Year	(3.3)	1.0	0.7	1.5	1.1
Capital Financing Requirement	(45.3)	(44.3)	(43.6)	(42.1)	(41.0)
Total Capital to be Financed	(45.3)	(44.3)	(43.6)	(42.1)	(41.0)
Financing					
Forecast long term borrowing (at 31/03/17 borrowing over MTFS)	13.2	13.1	12.9	12.7	12.6
Average Revenue Reserves	2.6	2.5	2.6	2.6	2.7
Earmarked Reserves	9.6	11.6	13.0	14.4	15.6
Total Reserves	12.2	14.1	15.6	17.0	18.3
Total Financing Available	25.4	27.2	28.5	29.7	30.9
Net Unfinanced Capital “Must Borrow”	(19.9)	(17.1)	(15.1)	(12.4)	(10.1)
If Reserves are not used to Finance Capital: “May Borrow”	(32.1)	(31.2)	(30.7)	(29.4)	(28.4)
Funding in Advance					
May Borrow a further	0.0	0.0	0.0	0.0	0.0
Need For Further Borrowing- Loans To Organisations	(15.0)	(15.0)	(15.0)	(15.0)	(15.0)

Cash Flow

In addition to the fundamental movements described above there are day-to-day impacts due to the flow of funds into and out of the Council. For instance, the dates on which the County Council is paid its portion of the council tax and Business Rate receipts will be different to the days the money is physically received from Council Tax and Business payers. These cash flows will sometimes leave the Council with several million pounds to borrow, or invest, either overnight or for a few weeks depending on the next precept date.

Authorities are permitted to borrow short term for this purpose and all borrowing decisions will be made on the most economically advantageous rates for the period that is required to be covered. If rates are particularly high on a particular day then the sum may be borrowed overnight to see if rates are lower the following day for the remainder of the period.

Loans to Organisations

The amounts shown are indicative at this stage and any such loans to organisations would be subject to separate approval by Cabinet. The number of loans of this nature are, likely to be limited as the CIS is likely to produce higher yields and a better risk profile.

Investments – High Credit Quality

The Council following Department of Communities and Local Government (DCLG) guidance on credit worthiness of financial institutions follows their guidance to ensure the high quality of the credit rating. The detail of this is shown in Annex A.

Whilst the Council will take some account of such additional information the main criteria for judging credit quality will be:

- Short term credit ratings, and long-term credit ratings for any investment over 1 year.
- The top 25 Building Societies by asset size irrespective of any credit rating they may hold subject to the comments below.
- Credit Default Swap prices obtained from our advisors.
- Counter party list provided by Arlingclose on a monthly basis.

Investments – Risk Mitigation

Credit quality can never be absolutely guaranteed so to further mitigate risks there is a need to spread investments in a number of ways:

- by counterparty, including any institutions that are linked in the same group.
- by country.

These limits need to be a practical balance between safety and administrative efficiency and need to cope with the uncertainty of the amount of borrowing in anticipation. A schedule is therefore included in Annex B which shows the investment limits for different levels of forward borrowing.

Investments - Periods

Once a time deposit is made there is no requirement for the borrower to repay until the end of the agreed period. Thus a borrower who has a high credit rating on the investment day could be in serious financial difficulties in the future. As a result significant use is made of liquidity accounts which currently give an attractive interest rate but also allow repayment of our investment the same day.

The Council will register with a selection of money market funds with AAA ratings which also allow same-day withdrawal of funds. The domicile for some of these funds can be in a low rated country; however as it is stipulated that the fund itself has to be Triple A, this is acceptable.

These funds will be used as appropriate taking account of comparative security and yields. During 2016/17, the Council used the following money market funds:

- Public Sector Deposit Fund, operated by Church's, Charities and Local Authorities.
- Federated Sterling Fund, operated by Federated Investors.
- Insight Liquidity Fund, operated by Insight Liquidity Funds PLC.
- Standard Life Liquidity Fund, operated by Standard Life Investments.
- Legal and General Fund, operated by Legal and General Investment Management.
- Blackrock Sterling Liquidity Fund, operated by BlackRock Investment Management.

If during 2017/18, where it becomes advantageous, further funds may be used.

Investments - Management

Taking account of the Credit Quality and Spreading the Risk sections above, Annex B outlines the criteria and limits for making investments.

There may be limited occasions, based on detailed cash flow forecasts, where some investments of more than a year might be made that do not relate to borrowing in anticipation.

Risk of counterparty failure can also be minimised by shortening the period of any time deposit. At the current time, partly reflecting the current interest rate structure, time deposits are generally kept below one month. The criteria also differentiates the duration of investments based on credit rating e.g. the maximum duration of investments with building societies with no rating will be 1 month.

A new investment category for 2016/17 onwards was "shares-based investments". Such investments can be considered higher-risk because, as well as their performance being dependent on the companies etc. concerned, their performance is also dependent on the wider stock (or similar) market. However, they are a very liquid investment vehicle and are an option that will be considered within the CIS.

No Funding Activity

The amount of capital borrowing up until March 2017 will be dependent upon the actual levels of revenue spending which will determine the level of the Council's own reserves that can be used and the level of capital spending which will determine the total sum required. The period of borrowing will reflect the current and anticipated interest rate profile. If short term interest rates began to rise consideration would be given to whether long term rates were attractive enough to support long term borrowing. If rates remain low it is much more difficult to justify long term borrowing.

Funding in Advance

Funding in advance would require longer term borrowing rates to be at levels that appeared to be attractive when compared with rates that were expected over the remainder of that period. It would also need to take account of the difference between the borrowing rates and the currently, much lower, investment rates that would be received pending the use of the money for funding capital from sufficiently secure counterparties. A risk assessment will be carried out before undertaking any advance borrowing, and agreement would also be sought from the external auditors.

Profile

The Council will be balancing two different aspects when deciding on the period it will borrow for:

- **Stability.** Avoid the risk of adverse market movements affecting the cost of borrowing. To do this the logical option is to borrow the money for as long as needed.
- **Lowest Cost.** Minimise the overall cost of borrowing which, at the present time, might result in very short borrowing because of the very low interest rates available.

Any long term borrowing will tend to be from the Public Works Loans Board (PWLB) which is a Government Agency providing funds to local authorities at interest rates linked to the cost of central government borrowing rates.

**CIPFA PRUDENTIAL CODE FOR CAPITAL FINANCE IN LOCAL AUTHORITIES
PRUDENTIAL INDICATORS AND TREASURY MANAGEMENT INDICATORS FOR
2017/18 AND THE COMMERCIAL INVESTMENT STRATEGY INDICATORS 2017/18.**

The relevant Prudential and Treasury Management indicators that need to reflect the potential borrowing to finance funding in advance and loans to organisations have been amended. Where no requirement is shown, the indicator only reflects what is included in the Council's Medium Term Financial Strategy.

All decisions relating to loans to organisations will be subject to approval by the Cabinet. Where these decisions will affect the relevant prudential or treasury indicators noted below, other than Item 7: "the authorised limit for external debt, retrospective approval will sought of Council at either the mid-year or full year reporting periods.

PRUDENTIAL INDICATORS

1. Actual and Estimated Capital Expenditure

		2015/16 Actual £m	2016/17 Forecast £m	2017/18 Estimate £m	2018/19 Estimate £m	2019/20 Estimate £m
Capital Programme	Gross	6.1	11.2	9.3	3.1	3.5
	Net	1.2	9.8	8.0	2.0	2.4
CIS	Gross	1.4	9.2	30.0	0.0	0.0
	Net	1.4	9.2	30.0	0.0	0.0

1.1 Where it is determined that loans to organisations are for capital purposes, this will be treated as capital expenditure and would be in addition to the current capital programme.

1.2 The CIS estimated expenditure is subject to change, subject to further investments meeting the required rates of return.

2. The proportion of the budget financed from government grants and council tax that is spent on interest and the provision for debt repayment.

	2015/16 Actual	2016/17 Forecast	2017/18 Estimate	2018/19 Estimate	2019/20 Estimate
Capital Programme	9.2%	9.2%	11.4%	13.7%	14.6%
CIS	n/a	3.6%	8.6%	9.2%	9.0%
Total	9.2%	12.8%	20.0%	22.9%	23.6%

2.1 Assuming no borrowing in advance.

3. The impact of schemes with capital expenditure on the level of council tax

3.1 This calculation highlights the hypothetical impact on the level of Council Tax

from changes from the previously approved MTFS due to capital schemes (including their associated revenue implications). The actual change in Council Tax will be significantly different due to revenue variations, spending adjustments and the use of revenue reserves.

		2017/18 Estimate	2018/19 Estimate	2019/20 Estimate
Capital Programme	Variation	(£5.49)	(£8.10)	(£9.01)
	Cumulative	(£5.49)	(£16.70)	(£22.61)
CIS	Variation	(£15.16)	(£16.01)	(£10.94)
	Cumulative	(£15.16)	(£31.17)	(£42.11)

4. The capital financing requirement.

- 4.1 This represents the estimated need for the Council to borrow to finance capital expenditure less the estimated provision for redemption of debt (the Minimum Revenue Provision). The table below shows the capital financing requirement split between the capital programme and the Commercial Investment Strategy.

	31/3/16 Actual £m	2016/17 Forecast £m	2017/18 Estimate £m	2018/19 Estimate £m	2019/20 Estimate £m	2020/21 Estimate £m	2021/22 Estimate £m
Capital Programme	35.4	41.5	43.7	42.7	42.0	40.5	39.4
CIS	0	0	26.4	24.5	22.6	20.7	18.8
Total	35.4	41.5	70.1	67.2	64.6	61.2	58.2

5. Gross debt and the capital financing requirement

- 5.1 In order to ensure that, over the medium term, net borrowing will only be for a capital purpose, the Council should make sure that net external borrowing (borrowing less investments) does not, except in the short term, exceed the total of the capital financing requirement in the preceding year plus the estimates of any additional capital financing requirement for the current year and any specific decisions to borrow in advance or make loans to organisations.

	2016/17 Estimate £m	2017/18 Estimate £m	2018/19 Estimate £m	2019/20 Estimate £m
Borrowing - General	0.0	19.4	16.1	13.1
Borrowing - CIS	0.0	30.0	30.0	30.0
Total	0.0	49.4	46.1	43.1

Gross and Net Debt

- 5.2 This indicator is intended to highlight the level of advance borrowing by limiting the variation between gross debt (borrowing) and net debt (borrowing less investments). The more borrowing in advance the higher the gross debt but there is no change in net debt because the borrowed sums will be invested pending them being needed to finance capital expenditure. Thus net debt as a proportion of gross debt falls as borrowing in advance occurs. Unfortunately

the position is complicated by the significant variations that the Council has to contend with relating to day-to-day cash flow which can cause major fluctuations in this proportion. To achieve the equivalent result all advance borrowing will be reported to the TCMG and highlighted in the mid-year and end of year reports.

6. The authorised limit for external debt.

6.1 This is the maximum limit for borrowing and is based on a worst-case scenario. It reflects borrowing to fund capital rather than using reserves and the three elements (No activity, borrowing in advance and loans) will be controlled separately.

	2016/17 Limit £m	2017/18 Estimate £m	2018/19 Estimate £m	2019/20 Estimate £m
Short term	22	26	26	24
Long term	47	45	44	44
Other long-term liabilities (leases)	5	6	7	8
Total - No Funding Activity	74	77	77	76
Long Term based on the maximum borrowing in advance	0	0	0	0
Plus long term borrowing to finance long term loans to organisations	15	15	15	15
Plus long term borrowing to finance loans for CIS investments delivering a commercial yield	19	30	25	23
Total	108	122	117	114

7. The operational boundary for external debt.

7.1 This reflects a less extreme position. Although the figure can be exceeded without further approval it represents an early warning monitoring device to ensure that the authorized limit (above) is not exceeded.

	2016/17 Limit £m	2017/18 Limit £m	2018/19 Limit £m	2019/20 Limit £m
Short term	17	21	21	19
Long term	47	45	44	44
Other long-term liabilities (leases)	5	6	7	8
Total – No Funding Activity	69	72	72	71
Plus long term borrowing in advance	0	0	0	0
Plus long term borrowing to finance long term loans to organisations	15	15	15	15
Plus long term borrowing to finance loans for CIS investments delivering a commercial yield	19	30	25	23
Total	103	117	112	109

8. Adoption of the CIPFA Code

- 8.1 The Council has adopted the 2011 edition of the CIPFA Treasury Management Code of Practice. The 2011 edition is still the latest version.

TREASURY MANAGEMENT INDICATORS

9. Interest Rate Exposures

- 9.1 This indicator is set to control the Authority's exposure to interest rate risk. The upper limits on fixed and variable rate interest rate exposures, expressed as the amount of net principal borrowed will be:
- 9.2 Fixed rate investments and borrowings are those where the rate of interest is fixed for at least 12 months, measured from the start of the financial year or the transaction date if later. All other instruments are classed as variable rate.

Interest Rate Exposure Limits	2017/18 £m	2018/19 £m	2019/20 £m
Upper limit on fixed interest rate exposure	70.1	67.2	64.6
Upper Limit on variable interest rate exposure	30.0	35.0	40.0

10. Borrowing Repayment Profile

- 10.1 The proportion of borrowing in place during 2016/17 that will mature in successive periods. This indicator is set to control the Council's exposure to refinancing risk.
- 10.2 The Council has forecast £15.8m long term borrowing at the end of 2016/17, but the uncertainty on whether any forward borrowing will take place and the potential for short term borrowing to be the most attractive option results in the limits set out below.

Funding capital schemes	Upper limit	Lower limit
Under 12 months	81%	0%
12 months and within 24 months	81%	0%
24 months and within 5 years	81%	0%
5 years and within 10 years	82%	1%
10 years and above	100%	18%

- 10.3 This may be affected by any funding in advance, Loans to Organisation or the CIS programme.

11. Investment Repayment Profile

- 11.1 Limit on the value of investments that cannot be redeemed within 364 days i.e. by the end of each financial year. The purpose of this indicator is to control the Council's exposure to the risk of incurring losses by seeking early repayment of its investments. These limits need to allow for borrowing in advance.

- 11.2 The uncertainty about borrowing in advance results in higher limits than would otherwise be required.

	2017/18 £m	2018/19 £m	2019/20 £m
Capital Programme; Limit on investments over 364 days as at 31 March each year.	76.1	69.8	67.8

- 11.3 This may be affected by any changes to Funding in Advance, Loans to Organisations and the CIS.

COMMERCIAL INVESTMENT STRATEGY (CIS) SPECIFIC INDICATORS

Interest Cover Ratio (ICR)

- 12.1 This ratio determines the amount of total net income from property investments (after operating costs and any applicable taxes) compared with the interest expense of the debt. This is important so the amount of interest payable compared to income generated is proportionate.
- 12.2 Because debt commences later in the Phase 1 cycle, the profile of the ICR is shown below. It is suggested that these are initial indices reflecting the maximum debt interest to revenue at the commencement of the Business Plan (BP). If investments profiles change, the ICR ratio will change.

Initial Interest Cover Ratio (at start of CIS Business Plan)			
Year	Estimated		ICR
	Revenue cash flow £000	Cost of Interest £000	
2016/17	879	0	n/a
2017/18	3,179	628	19.7
2018/19	3,179	628	19.7
2019/20	3,179	628	19.7

- 12.3 The proposed range for ICR shall be between 5 and 17.

Loan to Value Ratio (LTV)

- 13.1 This ratio determines the amount of total debt (compared to the total value of the underlying property assets as valued from time to time. Debt in this respect is both internal and external debt, i.e. revenue financing and borrowing from the market that is used to finance the capital propositions. Although it is recognised that the primary form of finance for the CIS portfolio is debt, it is important to ensure that the proportion of debt to asset value is actively managed to ensure that the debt burden is within acceptable limits
- 13.2 In a similar way to the ICR, the LTV ratios, as shown below reflect that debt commences later in the BP cycle. It is suggested that these are initial indices reflecting the maximum debt asset value at the commencement of the BP. If investments profiles change, the ICR ratio will change.

Loan to Value Ratio (at start of CIS Business Plan)			
Year	Estimated		LTV
	Loan Value £000	Asset Value £000	
2016/17	0.0	33.5	n/a
2017/18	30.0	64.0	46
2018/19	28.9	64.5	44
2019/20	28.8	65.0	43

13.3 It is recognised that while the LTV is an important indices when having regard to debt repayment obligations, the ICR is the more important indices when monitoring the CIS on an on-going basis because it provides performance information that will enable the Council to determine its ability to:

- make revenue contributions that will support the delivery of Council services.
- meet its interest payments commitments on the debt within the CIS.

13.4 The proposed range for LTV shall be between 30 and 65.

Target Income Returns

14.1 The primary indices for measuring returns on investment is the “return on equity” (ROE) indices. This is effectively the:

Net Revenue Contribution (*1) / Equity (*2)

*1 Revenue contributions shall be calculated as net i.e. income returns after taking into account all operating and management costs, interest expense, minimum revenue provision and relevant taxes.

*2 Equity being the difference between the value of assets and borrowing.

14.2 Following extensive modelling of the proposed investment opportunities, the expected revenue contribution to the Council will be £3.0m by the end of 2018/19; this gives a ROE of 8%.

14.3 However, reflecting the income expected to be generated from the CIS will grow over time, it is best to have an ROE range for the period of the BP, this will be set between 6% and 9% per annum.

14.4 It is accepted that individual investments will contribute different levels of income return and that the target revenue contribution is an average across the CIS portfolio.

Portfolio & Risk Metrics

15.1 Additional indicators that would be useful to monitor the CIS, however most of these will come into play as the CIS matures. These include:

Historic and forecast income and total returns

15.2 As the CIS matures:

- It will be useful to monitor the performance of the assets to assist in informing future assets acquisitions.
- Other indices will be developed and may include:
 - Benchmarking of returns (IPD)
 - Gross & net income
 - Operating costs
 - Vacancy levels and Tenant exposures

ANNUAL MINIMUM REVENUE PROVISION POLICY 2017/18

1.0 Introduction

- 1.1 Where the Council finances capital expenditure by debt, it must put aside resources to repay that debt in later years. The amount charged to the revenue budget for the repayment of debt is known as Minimum Revenue Provision (MRP), although there has been no statutory minimum since 2008, Councils, are in fact expected to make a prudent provision. The Local Government Act 2003 requires the Council to have regard to the Department for Communities and Local Government's Guidance on Minimum Revenue Provision (the DCLG Guidance) most recently issued in 2012.
- 1.2 The broad aim of the DCLG Guidance is to ensure that debt is repaid over a period that is either reasonably commensurate with that over which the capital expenditure provides benefits, or, in the case of borrowing supported by Government Revenue Support Grant, reasonably commensurate with the period implicit in the determination of that grant.
- 1.3 The DCLG Guidance requires the Council to approve an Annual MRP Statement, and recommends a number of options for calculating a prudent amount of MRP.
- 1.4 The Council has a number of MRP policies reflecting the range of capital financing options required for different service scenarios.

2.0 General MRP Policy

- 2.1 This Policy was originally approved by Cabinet on the 17th September 2009. For (iii) below, for 2017/18 there has been a slight change to clarify when the incidence of MRP will be chargeable. The following statement incorporates options recommended in the Guidance;
- 2.2 The actual Policy is:
- i. For capital expenditure incurred after 31st March 2008, MRP will be determined by charging the expenditure over the expected useful life of the relevant assets as the principal repayment on an annuity with an annual interest rate based on long-term borrowing rates, starting in the year after the asset becomes operational. MRP on purchases of freehold land will be charged over 50 years. MRP on expenditure not related to fixed assets but which has been capitalised by regulation or direction will be charged over 20 years.
 - ii. For assets acquired by finance leases or the Private Finance Initiative, MRP will be determined as being equal to the element of the rent or charge that goes to write down the balance sheet liability.
 - iii. In respect of:
 - capital assets; MRP will be chargeable in the year following the agreement of any final account.
 - other capital investments; MRP will be chargeable in the following financial year.

3.0 Loans to Organisations MRP Policy

3.1 This Policy was originally approved in 22nd February 2015. The aim of the policy is to facilitate the provision of finance to organisations, with the Council sourcing the finance from third parties, but to ensure that the incidence of debt finance is directly neutralized within the Councils balance sheet.

3.2 The actual policy is:

Where loans are made to other bodies for their capital expenditure, and the principal repayments are received at least on an annual basis, no MRP will be charged. The capital receipts generated by the annual repayments will replace the need to make a provision for MRP.

4.0 CIS MRP Policy – Financing Expenditure with Annuity Loans

4.1 This Policy was originally approved in 22nd February 2016 and has been amended for 2017/18. The aim of this policy is to determine the neutralization of MRP when Annuity Loans are used to finance CIS asset or investments.

4.2 The actual policy is:

For each capital investment undertaken under the requirements of the Councils Commercial Investment Strategy where it has been decided that an Annuity Loan is advantageous, MRP will be made that is equal to the principal repayment for any loan finance supporting the investment.

1.0 CIS MRP Policy – Financing Expenditure with Maturity Loans

5.1 This is a new policy of 2017/18.

5.2 Maturity Loans are similar to interest only mortgages, in that only interest is paid during the life of the loan with the loan principal being repaid at the end of the term (by either the Council taking out a further loan or selling the asset and repaying the loan from the capital receipt; with a possible net capital gain). To undertake such financing, a new MRP Policy would be required that included some specific safeguards to ensure that the use of capital finance remained prudent.

5.2 However, the advantage of Maturity Loans for the Council is that over the life of the loan, the net benefit from the ongoing income stream would be greater as the Council would only have to repay interest on an annual basis and not meet annual principal repayments. The following example clearly demonstrates the revenue advantage of financing by Maturity Loan compared to an Annuity Loan; in that the additional revenue stream over the life of the asset is £7.0m.

- If a CIS Asset of £10m was acquired with an annual income stream of £625k (pessimistic, giving a yield of 6.2%) and held for 20 years, the net revenue stream for a:

- Maturity Loan would be £7.2m (£359k per annum).
- Annuity Loan would be £140k (£7k per annum).

There the benefit for a Maturity Loan is £7.0m (£352k per annum).

5.3 Any new MRP Policy to support this activity must ensure that the principles of prudence are adhered to. The principles, are noted in “i to ii” below:

- i. The CIS asset would be required to be directly linked to the loan finance; this could be agreed retrospectively by Cabinet following acquisition. However, the link could only be broken by a specific decision of Full Council. The Councils Constitution would be required to be changed to reflect this.
- ii. The CIS asset is valued on an annual basis, in line with the Councils Accounting Policy for Investment Assets. If it is established that the value of the asset is less than the loan, then an MRP payment will be required, based on an Annuity Loan, and the MRP payment will continue to be charged until the Asset Value is greater than the loan.

5.4 The actual policy is:

For each capital investment undertaken under the requirements of the Councils Commercial Investment Strategy, where it has been decided that a Maturity Loan is advantageous, no Minimum Revenue Provision shall be made providing that:

- i. The capital investment is directly linked to the Maturity Loan, with the stated intention that at loan maturity the asset is sold or replacement finance is provided.
- ii. Cabinet will record the decision in (i) above (this may be done retrospectively i.e. after an acquisition). The link between Asset and Loan can only be broken by a decision of Full Council.
- iii. There is annual revaluation of the CIS investment in line with the Councils Accounting Policy in respect of Investment Assets. If it is established that an asset has a value less than the loan then an annual MRP amount will be calculated, based on Annuity basis and continue to be charged until the value of the asset is greater than the loan.

Capital Financing Requirement and MRP Summary

Based on the Council’s latest estimate of its Capital Financing Requirement on 31st March 2017, the budget for MRP has been set as follows:

	31.03.2017 Estimated CFR £m	2017/18 Estimated MRP £m
Capital Expenditure	41.5	1.9
Commercial Investment Strategy	0	1.9
Total	41.5	3.8

Budget Consultation – Headline Results: Business and Voluntary Sector
(to support the development of the 2017/18 Budget
and Medium Term Financial Strategy 2018/19 to 2021/22)

Introduction

Between 16 January and 7 February 2017 1,590 businesses (from the Economic Development database) and voluntary sector organisations were invited to complete a Business Community Consultation Survey (the majority of the businesses and the voluntary sector are within the Council's area).

The survey asked them:

1. In respect of a list of Council services:
 - what services they considered most and least important, and
 - what services they wanted more or less of,
2. if they supported a council tax increase, and
3. if they supported a council tax increase over the Medium term Financial Plan.

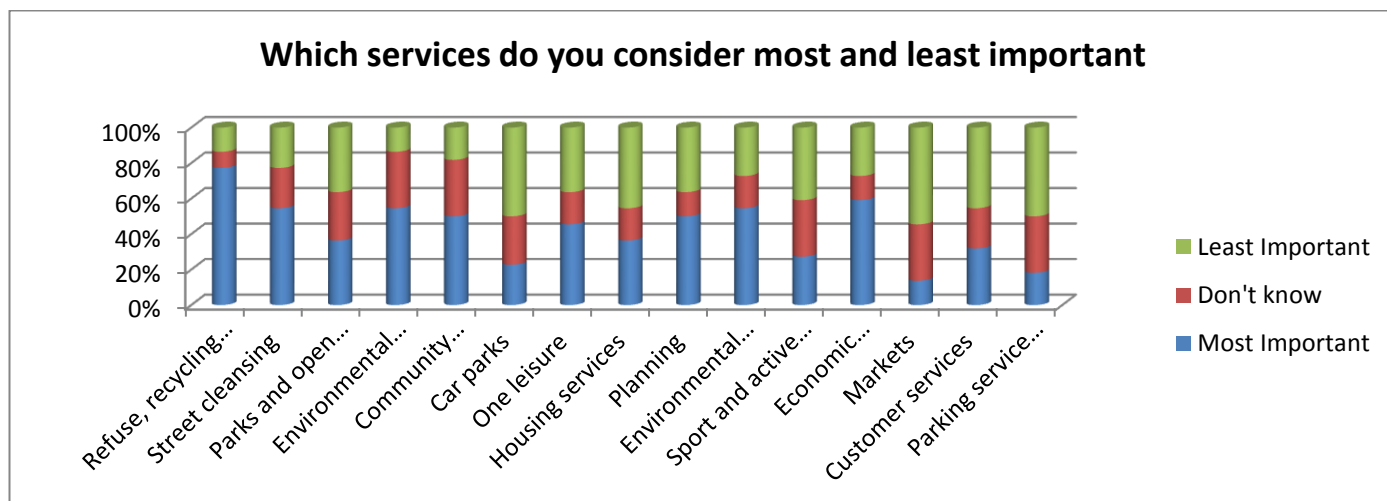
Out of the 1,590 businesses and voluntary sector organisations contacted, 22 completed the survey.

Findings

Question 1: “which service did they consider the most or least important.”

As shown in the Graph below:

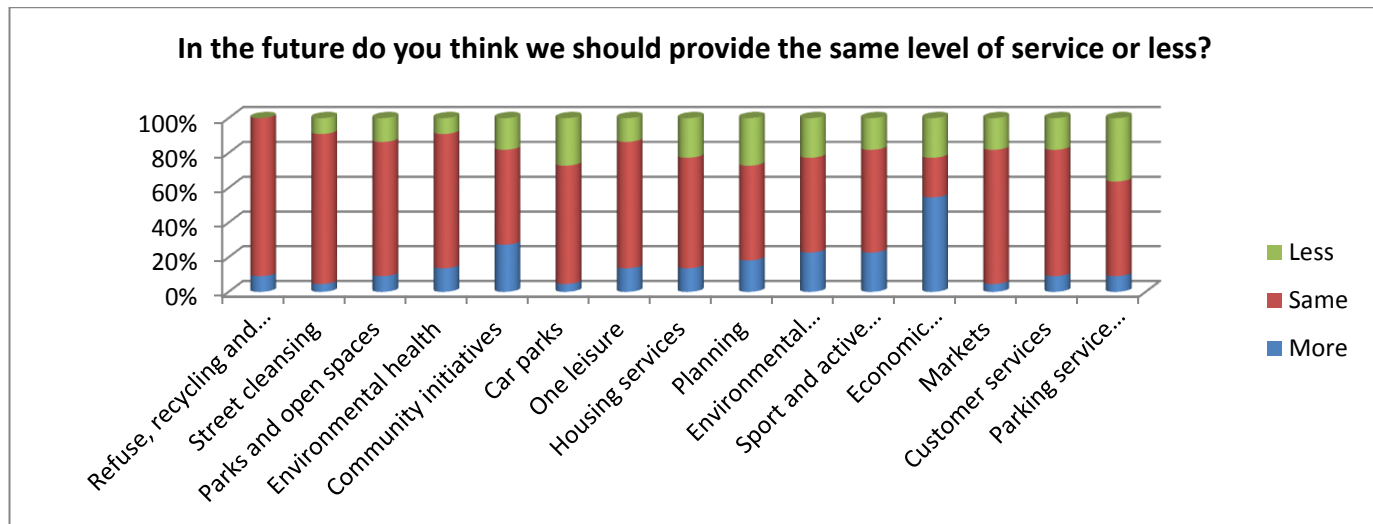
- Refuse, recycling and garden waste collection was considered the most important, followed by Economic Development, Street Cleansing and Environmental Health and Environmental Management.
- The Market, Car Parks and Parking Services Officers, Housing Services and Customer Services were considered the least important.



Question 2: “should we provide the same level of service, or less for each of the services listed.”

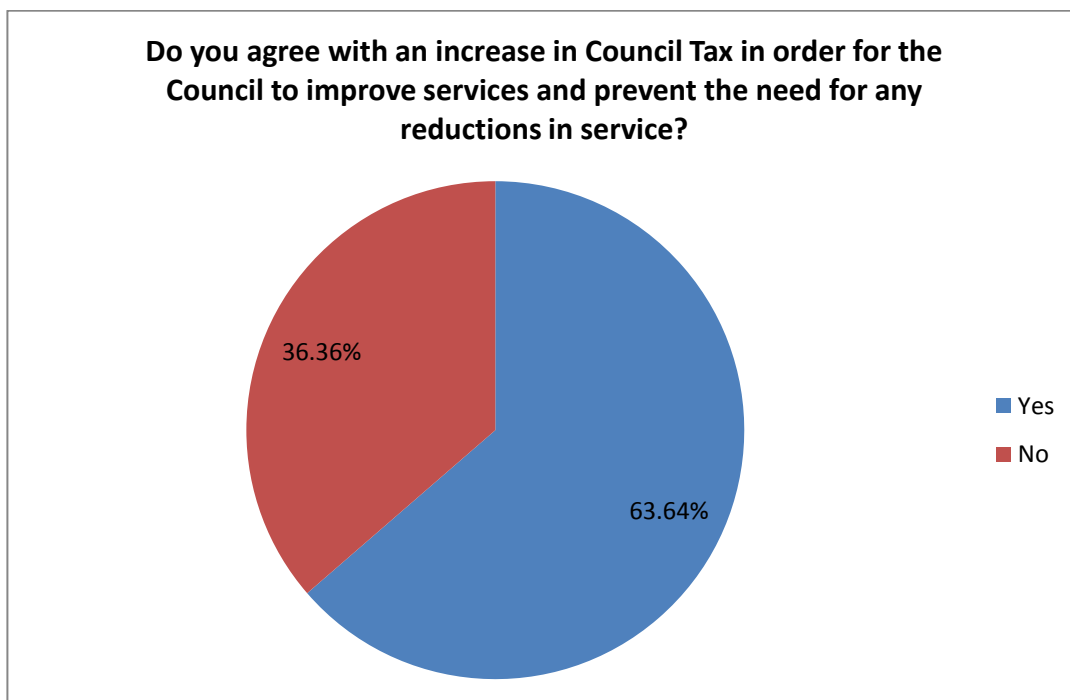
As shown in the Graph below:

- For Economic Development, Community Initiatives and Sport and Active Lifestyles respondents wanted to see an increase in the level of service provided, and
- A decrease in the provision of Car Parking, Parking Services Officers and Planning.



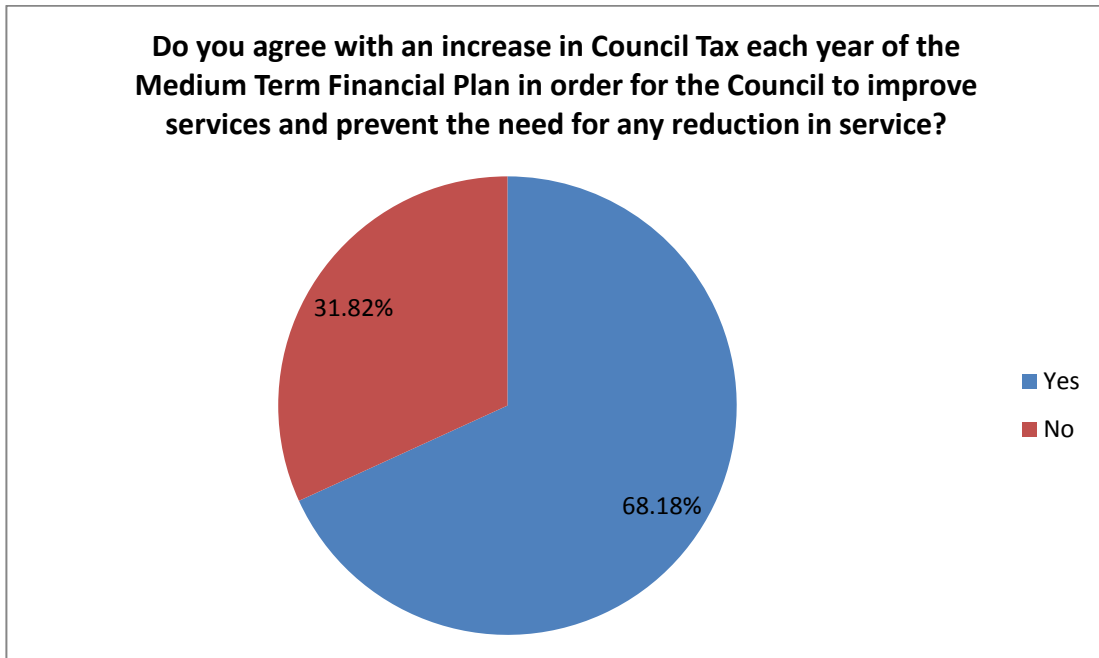
Question 3: “if they agree with an increase in Council Tax in order for the Council to improve services and prevent the need for any reductions in service.”

As shown in the Graph below, 64% said that they would agree to a Council Tax increase.



Question 4: “if they agree with an increase in Council Tax each year of the Medium Term Financial Plan in order for the Council to improve services and prevent the need for any reduction in service.”

As shown in the Graph below, 68% said that they agree with an increase in Council Tax each year.



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Public

HUNTINGDONSHIRE DISTRICT COUNCIL

Title/Subject Matter: Cambridgeshire and Peterborough Combined Authority Protocol

Meeting/Date: Council – 22nd February 2017

Executive Portfolio: Councillor G J Bull – Deputy Leader

Report by: Elections and Democratic Services Manager

Ward(s) affected: All

Executive Summary:

This report is to consider proposed arrangements to allow the Council's appointee to the Cambridgeshire and Peterborough Combined Authority to provide a briefing report/update to each meeting of the Council outlining the activities and decisions of the Combined Authority.

Recommendations:

The Council is requested to consider the inclusion of a protocol to enable the Council's appointee to provide a briefing report/update to each meeting of the Council outlining the activities and decisions of the Combined Authority and to enable Councillors to ask questions for a response or comment on concerns or issues.

1. PURPOSE OF THE REPORT

- 1.1 The purpose of this report is to consider proposed arrangements to allow the Council's appointee to the Combined Authority to provide a briefing report to each meeting of the Council outlining the activities and decisions of the Combined Authority.

2. BACKGROUND

- 2.1 The Council at an extraordinary meeting on 16th November 2016 consented to the Secretary of State making an Order to establish the Cambridgeshire and Peterborough Combined Authority and the Council being a constituent member of the Cambridgeshire and Peterborough Combined Authority with effect from the commencement date determined by the final Order.
- 2.2 The Executive Leader of the Council was nominated as the Council's appointee to the Combined Authority, with Councillor D Brown as the Council's substitute Member.

3. OPTIONS CONSIDERED

- 3.1 Provision currently exists in the Council's Constitution for questions by Members to the Executive Leader or other member of the Cabinet. Members then have an opportunity to ask questions without notice. If they wish to raise questions that require a more comprehensive detailed answer, they are asked to give advance notice so that the necessary information can be obtained in advance of the meeting.
- 3.2 In accordance with the Council's Constitution it is proposed to consider the inclusion of a protocol in line with the existing procedure for "Questions by Members", with a ten minute period for questions to the Executive Leader specifically on the activities and decisions of the Combined Authority.
- 3.3 A copy of the Cambridgeshire and Peterborough Combined Authority protocol is attached at Appendix A.

4. REASONS FOR THE RECOMMENDED DECISIONS

- 4.1 As the Council has agreed to become a constituent Member of the Cambridgeshire and Peterborough Combined Authority, Members of the Council will have an opportunity to ask questions and comment on issues associated with decisions being taken by the Combined Authority.

5. LIST OF APPENDICES INCLUDED

Appendix A - Cambridgeshire and Peterborough Combined Authority Protocol

BACKGROUND PAPERS

District Council Constitution – March 2016

CONTACT OFFICER

Lisa Jablonska, Elections and Democratic Services Manager
Tel No: (01480) 388004
Email: lisa.jablonska@huntingdonshire.gov.uk

**CAMBRIDGESHIRE AND PETERBOROUGH COMBINED AUTHORITY – ORAL
QUESTIONS AT DISTRICT COUNCIL MEETINGS**

- Members will have an opportunity to ask questions and comment on Cambridgeshire and Peterborough Combined Authority issues at meetings of the District Council except extraordinary or special meetings of the Council and the first Annual meeting of the Council;
- The Council's appointee on the Combined Authority will prepare a short paper for inclusion on the Agenda setting out the activities and decisions of the Combined Authority;
- Councillors may ask questions for a response by the Council's appointee on the Combined Authority or simply comment on concerns or issues;
- If Members wish to raise questions or issues requiring a detailed response, it will usually be helpful if they give advance notice so that the necessary information can be obtained in advance of the meeting;
- The usual five minute time limit will apply to all speeches;
- The Chairman of the Council will exercise discretion over the amount of time allocated to the discussion of this item or the maximum time allowed for these questions and answers will be 10 minutes.

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Public

HUNTINGDONSHIRE DISTRICT COUNCIL

Title/Subject Matter: Combined Authority (Mayoral Elections) Order 2017 – Appointment of Returning Officer

Meeting/Date: Council – 22nd February 2017

Executive Portfolio: Councillor G J Bull – Deputy Leader

Report by: Elections and Democratic Services Manager

Ward(s) affected: All

Executive Summary:

The Council is required to appoint a Returning Officer responsible for organising and delivering the Cambridgeshire and Peterborough Combined Authority Mayoral elections in Huntingdonshire.

Recommendation:

The Council is recommended to appoint the Managing Director as Returning Officer for the Huntingdonshire area for the Cambridgeshire and Peterborough Combined Authority Mayoral elections in Huntingdonshire to be held in May 2017.

1. PURPOSE OF THE REPORT

- 1.1 The purpose of this report is to appoint a Returning Officer to be responsible for administering the Cambridgeshire and Peterborough Combined Authority Mayoral elections in Huntingdonshire.

2. BACKGROUND

- 2.1 The Electoral Commission has advised each constituent council that they must formally appoint an officer of the Council to be a Returning Officer for each local area within the Cambridgeshire and Peterborough Combined Authority. This is a requirement of the Combined Authorities (Mayoral Elections) Order 2017.
- 2.2 The Managing Director has already been appointed as Local Returning Officer for the delivery of local elections and has been appointed as Deputy Returning Officer for the County Council elections also scheduled in May 2017.
- 2.3 The appointed Returning Officer will be responsible for running the Combined Authority Mayoral elections at a local level (at a District Council or Unitary Council area).
- 2.4 The Combined Authority must also appoint one of its officers, or one of the officers of a constituent council, to be the Combined Authority Returning Officer (CARO) for the election. Mr J Hill, Chief Executive of East Cambridgeshire District Council has been appointed as the CARO for the Cambridgeshire and Peterborough Combined Authority Mayoral elections.

3. FINANCIAL IMPLICATIONS

- 3.1 The cost of the Mayoral election will be funded by the Combined Authority. For information, the estimated cost of the Cambridgeshire and Peterborough Combined Authority elections for the Huntingdonshire area is £153,366. In addition, there will be combined authority wide costs related to the candidates' address booklets and Combined Authority Returning Officer costs.

4. REASONS FOR THE RECOMMENDED DECISIONS

- 4.1 The Council is required to appoint a Returning Officer to be responsible for the organisation and delivery of the Cambridgeshire and Peterborough Combined Authority Mayoral elections in Huntingdonshire.

BACKGROUND PAPERS

Combined Authorities (Mayoral Elections) Order 2017

The Electoral Commission – Part A Returning Officer Role and Responsibilities

CONTACT OFFICER

Lisa Jablonska, Elections and Democratic Services Manager
Tel No: (01480) 388004
Email: lisa.jablonska@huntingdonshire.gov.uk

Public

HUNTINGDONSHIRE DISTRICT COUNCIL

Title/Subject Matter:	Pay Policy Statement 2017/18
Meeting/Date:	Council – 22 February 2017
Executive Portfolio:	Councillor Stephen Cawley, Executive Councillor for Transformation and Customers
Report by:	HR Business Partner (LGSS)
Ward(s) affected:	N/A

The Localism Act 2011 requires each local authority to produce an annual Pay Policy Statement. The Statement must be agreed by full Council by 31st March 2017. 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.

The Statement must include policies on chief officers' remuneration on recruitment, increases and additions to remuneration, use of performance-related pay and bonuses, termination payments and transparency.

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.

Recommendation:

The Council are

RECOMMENDED

to approve the attached Pay Policy Statement for 2017/18.

Appendix – HDC Pay Policy Statement 2017-18

CONTACT OFFICER

Lynsey Fulcher, HR Business Partner (LGSS)
Tel No: 01223 6997

PAY POLICY STATEMENT 2017 - 18

This Pay Policy Statement forms part of Huntingdonshire District Council's pay and reward strategy and provides information about the Council's policies relating to the pay and reward of chief officers and other employees, as required by sections 38-43 of the Localism Act 2011.

The Statement is available on the Council's website and contains hyperlinks to associated documents. The Council's website also includes separately published data on pay and reward for senior Officers.

Terms and conditions of employment – decision making

Terms and conditions for employees are a non-executive function and responsibilities for decisions on these matters are delegated by full Council to Employment Committee and Senior Officers Committee. Information about these Committees and our staff consultative body is listed below.

Employment Committee:

The Employment Committee is a committee of Councillors appointed by Full Council to consider matters to do with the general terms and conditions of employment. Its membership is representative of the political balance of the Council. The Committee meets four times per year and is supported by the Managing Director (Head of Paid Services) and other officers as required. Full constitutional arrangements can be found in the Council's Constitution, which can be accessed from this link:

<http://www.huntingdonshire.gov.uk/council-democracy/meetings-and-decision-making/>

Senior Officers Committee:

The Senior Officers Committee is a committee of Councillors appointed by Full Council to consider matters to do with the appointment and termination of office of senior staff. The Committee meets as required and a Chair is elected during the first annual meeting of the Committee. Full constitutional arrangements can be found in the Council's Constitution.

Staff Council:

The Council places great emphasis on the value of strong employee consultation and engagement. The Council has established a staff consultative body which consists of up to 15 volunteer staff elected by staff – Staff Council. The Managing Director works with Staff Council representatives to address matters of staff interest and concern and to establish an agenda which is discussed during formal meetings with Members who are drawn from the Employment Committee. Staff Council is the body that undertakes collective bargaining and consultation on a formal basis. The Council also recognises that a significant number of the contracted workforce are members of Unison and maintains close contacts with this union as required.

The Council's senior managers

The Council's employees are managed by one Managing Director, two Corporate Directors, 6 Heads of Service and a Corporate Team Manager. The position of Head of Paid Service is held by the Managing Director. The Managing Director holds the positions of Returning Officer and Electoral Registration

Officer, s151 officer role is held by the Head of Resources and the Monitoring Officer is the joint Head of Legal, shared with Cambridge City Council and South Cambridgeshire District Council under the 3C shared services arrangement.

For the purposes of this Statement only, the Council has determined that the definition of the term “chief officer” in section 43 of the Localism Act includes the Managing Director post, two Corporate Directors, 6 Heads of Service and the Corporate Team Manager who all report directly to the Managing Director or Corporate Directors.

Basic salary

The current salary scales for the Managing Director, Corporate Directors, Heads of Service and Corporate Team Manager are shown in the table below.

Table 1

Post	Grade	Minimum Grade Point (£)	Maximum Grade Point (£)
Managing Director	MD	118,675	133,825
Corporate Directors (x2)	AD	77,770	87,870
Heads of Service (x6)	SM	59,590	67,670
Corporate Team Manager (x1)	I	47,986	54,009

Payment of professional fees

Huntingdonshire District Council do not pay personal subscription fees for any professional bodies with the exception of the Section 151 Officer.

Other allowances

Standby and closed attendance allowance arrangements are utilised in some services to ensure 24/7 cover and/or to provide additional cover at particular peaks in demand and/or to undertake duties outside the agreed normal working week.

Short-term allowance payments may be made for acting up or additional duties.

Travel expenses, overtime payments and a range of allowances are payable in accordance with the Council’s Expenses, Allowances and Overtime Policy. Payments made are in compliance with HMRC rules and the National Joint Council’s National Agreement on Pay and Conditions of Service. The Council’s Pay Policy allows short-term honorarium or acting up payments to be made for acting up or additional duties as well as the payment of market supplements to ensure that the Council is competitive within the local job market.

Mileage costs are aligned to the HMRC benchmark rates. Employees are not entitled to reimbursement for subsistence allowances whilst undertaking Council business, other than pre-approved overnight meal allowances

Election fees

The Managing Director holds the positions of Returning Officer and Electoral Registration Officer. The salary for this post is inclusive of fees in respect of District Council elections. Additional fees may be payable for other elections, with fees for certain functions set by Statutory Instrument.

Other employees may receive additional payment for specific election duties according to scales set by the Returning Officer but derived from fees set by the Cabinet Office and other guidance.

Salaries on recruitment/appointment

As required by guidance under section 40 of the Localism Act, full Council are given the opportunity to vote before large salary packages in excess of £100,000 are offered in respect of new appointments. This is likely to only apply to appointments to posts on Grade MD in the current pay structure, but will include any posts where salary packages (including salary, bonuses, fees, allowances and any benefits in kind) exceed £100,000. This £100,000 threshold will be amended if Government guidance changes.

Head of Paid Service/ Managing Director

The full Council will approve the appointment of the Head of Paid Service following the recommendation of such an appointment by a panel of the Council appointed for that purpose and before an offer of appointment is made to the selected candidate and any salary packages that exceed £100,000 are proposed. That panel must include the relevant Executive Councillor and salary will be within the pay grade MD in table 1.

Other Chief Officers

Salaries on appointment to all posts are determined in accordance with the Council's Pay Policy.

Recruitment of Chief Officers

The Council's policy and procedures with regard to recruitment of chief officers is outlined in the Employment Procedure Rules as set out in the Constitution.

Where the Council remains unable to recruit chief officers under a contract of service, or there is a need for interim support to provide cover for a vacant substantive chief officer post, the Council will, where necessary, consider and utilise engaging individuals under 'contracts for service'. These will be sourced through the relevant procurement processes ensuring the council is able to demonstrate the maximum value for money benefits from competition in securing the relevant service.

Salary progression

The appraisal scheme at HDC provides employees with the opportunity to be advanced within their grade subject to exceptional performance.

The Pay Policy framework also sets out how salaries will be determined on promotion, regrading of current post to a higher grade, transfer or acting up.

Pension and pension entitlements

The employees within the scope of this Statement are entitled to join the Local Government Pension Scheme (LGPS). Employees contribute between 5.5% and 12.5% of their salary while the Council currently contributes 17.8% in respect of ongoing service.

Relationship to lowest paid employees

This Statement defines other employees, including “lowest-paid employees”, as all other contracted employees of the Council, with the lowest-paid employees as those on Grade A (spinal point 4).

The current highest total salary paid by the Council including allowances is £126,250 to the Managing Director. The maximum basic salary that could be paid is £133,825 at spinal column point 56 on the MD grade.

The Hutton Review of Fair Pay in the Public Sector recommends that public sector organisations should publish pay multiples which should be calculated on the basis of all taxable earnings for the given year, including base salary, variable pay, bonuses, allowances and the cash value of any benefits in kind. Pay multiples comparing the current highest total salary and the maximum total salary against mean, median and lowest salaries are listed on the next page.

The mean basic FTE salary paid by the Council for posts filled by contracted employees at 17 January 2017 is £26,392

The ratio between the mean FTE salary and the current highest total salary is 1:4.8. The ratio between the mean FTE salary and the maximum possible basic salary is 1:5.1

The median basic FTE salary is £21,696.

The ratio between the median basic FTE salary and the current highest total salary is 1:5.8. The ratio between the median basic FTE salary and the maximum possible basic salary is 1:6.2.

The lowest pay point on our salary scales is currently £14,379, which is the FTE salary for employees on Grade A. This is due to rise to a minimum of £14,470 from 1 April 2017 to ensure compliance with the National Living Wage.

The ratio between the lowest salary and the current highest salary is 1:8.8. The ratio between the lowest salary and the maximum possible salary is 1:9.3.

The Hutton Review of Fair Pay in the public sector analysed whether a 1 to 20 pay multiple might be justified as promoting fairness in public sector pay. Hutton’s Final Report concluded that this was not justified but that all public service organisations should publish their top to median pay multiples each year to allow the public to hold them to account. The Government has agreed with this type of approach.

In line with Hutton's recommendations, the Council does not have a policy to maintain or achieve a specific pay ratio between the highest and lowest paid employees but it will publish its pay multiples each year.

Re-engagement of ex Huntingdonshire District Council staff

All permanent or fixed term posts are advertised in accordance with the Council's recruitment policies and appointment is made on merit.

Interim management appointments are made in accordance with the Council's procurement policies and the provisions for services.

The Council will not engage an ex chief officer of Huntingdonshire District Council (as defined in this Statement) outside of these arrangements and the Council will not usually re-employ or re-engage a person who has been made voluntarily or compulsorily redundant into a similar role any time in the future. In exceptional circumstances re-engagement to a significantly different role with different responsibilities may be possible.

Employment of those in receipt of an LGPS pension

When a Local Government Pension Scheme pensioner is re-employed within the local government sector and combined earnings and pension exceeds final salary in the original employment when adjusted for inflation, the pension will be abated.

Receipt of Local Government Pension Scheme pension while employed

Employees aged 55 or over who are members of the Local Government Pension Scheme may apply to take flexible retirement where working hours or pay grade are reduced and pension benefits accrued prior to this point may be drawn down. Applications from all officers, including chief officers, will be considered on merit and only agreed where there is no detrimental effect on the service. It is the Council's policy not to accept any such applications if there is a cost to the Council unless a business case can be made on economic grounds.

Severance payments

Severance payments are made in accordance with the Council's Redundancy Policy as approved by Employment Panel in August 2014 and are the same for all staff.

Employees with more than two years' service will be entitled to redundancy pay in line with local government guidelines and statutory calculations. Where the employee is entitled to a redundancy payment, the calculation is based on the employee's actual weekly pay.

Settlement agreements will only be used in exceptional circumstances where they represent best value for the Council.

Review

The Localism Act 2011 requires relevant authorities to prepare a Pay Policy Statement for each financial year. If it should be necessary to amend this 2017/18 Statement during the year that it applies, an appropriate resolution will be made by Full Council. This statement will be submitted to Full Council for approval by 31st March 2017.

January 2017

Public

HUNTINGDONSHIRE DISTRICT COUNCIL

Title/Subject Matter:	Interim Review of Polling Districts, Polling Places and Polling Stations
Meeting/Date:	Council – 22nd February 2017
Executive Portfolio:	Councillor G J Bull, Deputy Leader
Report by:	Elections and Democratic Services Manager
Ward(s) affected:	All

Executive Summary:

The Local Government Boundary Commission for England (LGBCE) has recently completed a review of the electoral arrangements for Cambridgeshire County Council and Huntingdonshire District Council. As a result of these electoral reviews it has been necessary for the Council to review some of its polling districts, polling places and polling stations.

Consultation on the proposed changes was undertaken between November 2016 and January 2017 with all electors and interested parties and the full consultation was hosted on the Council's website.

Recommendations:

That the following changes be made to the Council's Schedule of Polling Districts and Polling Places –

- (a) that a new polling district (CT) be created in Huntingdon as the new electoral division boundaries of Huntingdon North and Hartford division and Godmanchester and Huntingdon South division are not coterminous with the existing polling district boundaries of CJ and CH to allow for electors in this polling district to vote in the correct electoral division as shown on the map attached at Appendix B;**
- (b) that electors in the area affected by the lack of coterminosity by the new District wards of Huntingdon North ward and The Stukeleys ward not being coterminous with the existing polling districts of CP and CR be moved from CR to CP on publication of the revised register on 1st December 2017 as shown on the map attached at Appendix B;**
- (c) that a new polling district (EX) be created in St Ives as the new electoral division boundaries of St Ives North and Wyton division and St Ives South and Needingworth division are not coterminous with the existing polling district boundaries of EC and ED to allow for electors in this polling district and new town ward of Beech to vote in the correct electoral division as shown on the map attached at Appendix C;**

- (d) that electors in the area affected by the lack of coterminosity by the new District wards of St Ives East ward and St Ives West ward not being coterminous with the existing polling districts of ED and DY be moved from ED to DY on publication of the revised register on 1st December 2017 as shown on the map attached at Appendix C;**
- (e) that a new polling district be created in Fenstanton for the Fenstanton South parish ward as the new County electoral divisions are not coterminous with the new District ward boundaries in this area and the remaining electors in polling district BJ re-named as Fenstanton North parish ward to be created on publication of the revised register on 1st December 2017 to ensure that elections can be run using the new boundaries. A copy of the map detailing the boundaries is attached at Appendix D;**
- (f) that polling district EL be amended to be coterminous with the new St Neots Priory Park Town ward on publication of the revised register on 1st December 2017 to ensure that elections can be run using the new boundaries as shown on the map attached at Appendix E;**
- (g) that a new polling district be created for the new St Neots Church Town ward and polling district EJ be amended to be coterminous with the new St Neots Priory Park Town ward on publication of the revised register on 1st December 2017 to ensure that elections can be run using the new boundaries as shown on the map attached at Appendix E;**
- (h) that polling district EN split by the new District Wards of St Neots Priory Park and Little Paxton ward and St Neots Eatons ward be amended to be coterminous with the new St Neots Eaton Ford Town ward and a new polling district be created for the Crosshall Town ward on publication of the revised register on 1st December 2017 to ensure that elections can be run using the new boundaries. A copy of the map detailing the boundaries is attached at Appendix E; and**
- (i) that a separate polling district FQ be created for Alconbury Weald to take account of the continued planned development as shown on the map attached at Appendix F.**

1. PURPOSE OF THE REPORT

- 1.1 The purpose of this report is to consider the outcome of consultation undertaken on an interim review of polling districts and polling places following the completion of a recent review of electoral arrangements by the Local Government Boundary Commission for England (LGBCE) of Cambridgeshire County Council and Huntingdonshire District Council.

2. BACKGROUND

- 2.1 The Review of Polling Districts and Polling Places (Parliamentary Elections) Regulations 2006 requires each authority to undertake a review of all of the polling districts and polling places in its area on a regular basis and the Electoral Registration and Administration Act 2013 requires each authority to complete and carry out a review in a 16 month period beginning on 1st October of every fifth year after 1st October 2013. The last review was undertaken in October 2013 and although there is no requirement to undertake a further review it has been necessary to undertake an interim review as a result of changes to electoral boundaries and the impact that these have had on specific polling districts and polling places.
- 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.

3. POLLING DISTRICTS AND POLLING PLACES REVIEW

- 3.1 The review of electoral arrangements for Cambridgeshire County Council and Huntingdonshire District Council has resulted in the re-warding of boundaries within Huntingdon, St Ives, Fenstanton and St Neots. The boundaries in some of these areas are no longer coterminous for different elections and it has been necessary to create separate polling districts for implementation for the new Cambridgeshire County Council divisions for the elections in May 2017 whilst maintaining the existing arrangements for the District wards. The changes to implement the new District wards for whole Council elections in May 2018 will be undertaken on publication of the revised register on 1st December 2017 and will result in the deletion of some of these temporary polling districts.
- 3.2 With the exception of the changes proposed, it is necessary to maintain the existing polling districts and wards within the towns to allow for any by-elections to be run on the current boundaries pending the changes to be implemented for whole Council elections in May 2018.

Huntingdon

- 3.3 The LGBCE has split the parish of Huntingdon into eight Town wards rather than the three Town wards that currently exist. At the next scheduled election in Huntingdon, Town Councillors will be elected to represent the eight Town wards. At the County Council elections in May 2017, the existing Town wards will be split into three different County electoral divisions and at the District Council elections in May 2018, the eight Town wards will be split into four different District wards. It is also worth noting that the Council is unable to change the warding arrangements of the Town Council as they have been imposed by the LGBCE.

- 3.4 The new electoral division boundaries of Huntingdon North and Hartford division and Godmanchester and Huntingdon South division are not coterminous with the existing polling district boundaries of CJ and CH and as a result a new polling district (CT) has been created to allow for electors in this polling district to vote in the correct division. Electors in this polling district will now vote at Hartford Village Hall, rather than the MS Therapy Centre.
- 3.5 The new District wards of Huntingdon North ward and The Stukeleys ward are not coterminous with the existing polling districts of CP and CR and electors in this area will be moved from CR to CP on publication of the revised register on 1st December 2017.
- 3.6 Appendix B shows a map identifying the proposed new polling district in Huntingdon and area to be moved on publication of the revised register.

St Ives

- 3.7 The LGBCE have split the parish of St Ives into four Town wards, rather than the three Town wards that currently exist. At the next scheduled election in St Ives, Town Councillors will be elected to represent the four Town wards. At the County Council elections in May 2017, the existing Town wards will be split into two different County electoral divisions and at the District Council elections in May 2018, the four Town wards will be split into three different District wards.
- 3.8 The new electoral division boundaries of St Ives North and Wyton division and St Ives South and Needingworth division are not coterminous with the existing polling district boundaries of EC and ED. Concern was expressed through the consultation that electors should continue to vote at their existing polling station. Unfortunately as this would be in a new County division it has been necessary to create a new polling district (EX) to allow for electors in this polling district and new town ward of Beech to vote in the correct division. Electors in this polling district will now vote at the Crossways Church, rather than One Leisure Outdoor Centre.
- 3.9 The new District wards of St Ives East ward and St Ives West ward are not coterminous with the existing polling districts of ED and DY and electors in this area will be moved from ED to DY on publication of the revised register on 1st December 2017.
- 3.10 Appendix C shows a map identifying the proposed new polling district in St Ives and area to be moved on publication of the revised register.

Fenstanton

- 3.11 As a result of the District Council electoral review, the LGBCE have warded the parish of Fenstanton. At the next scheduled election in Fenstanton, residents will elect parish councillors to two separate parish wards. Each of these wards have been placed in different District wards, Fenstanton North parish ward comprising a revised polling district BJ in Fenstanton District ward and Fenstanton South parish ward in St Ives South District ward.
- 3.12 The new County electoral divisions are not coterminous with the new District ward boundaries in this area and as a result a new polling district will be created on publication of the revised register on 1st December 2017 to ensure that elections can be run using the new boundaries.

- 3.13 Appendix D shows a map identifying the new polling districts in Fenstanton.

St Neots

- 3.14 The LGBCE have split the parish of St Neots into eight Town wards, rather than the four Town wards that currently exist. At the next scheduled election in St Neots, Town Councillors will be elected to represent the eight Town wards. At the County Council elections in May 2017, the existing Town wards will be split into three different County electoral divisions and at the District Council elections in May 2018, the eight Town wards will be split into four different District wards.
- 3.15 The new District wards in St Neots are not coterminous with the new County electoral divisions. As a result various changes will need to be made to the existing polling districts. Polling district EL will be amended to be coterminous with the new St Neots Priory Park Town ward. Electors in this polling district will continue to vote at Longsands Academy.
- 3.16 A new polling district will be created for the new St Neots Church Town ward and polling district EJ will be amended to be coterminous with the new St Neots Priory Park Town ward. Electors in EJ and the new polling district will continue to vote at the St Neots Voluntary Centre.
- 3.17 The polling district of EN will be split by the new District Wards of St Neots Priory Park and Little Paxton ward and St Neots Eatons ward and will need to be amended to be coterminous with the new St Neots Eaton Ford Town ward and a new polling district created for the Crosshall Town ward. Electors in the amended polling district EN and new polling district will continue to vote at The Scout Hall and an alternative venue may need to be sought for the new Crosshall Town ward polling district.
- 3.18 The changes to these polling districts will be created on publication of the revised register on 1st December 2017 to ensure that elections can be run using the new boundaries.
- 3.19 Appendix E shows a map identifying the new polling districts in St Neots.

Alconbury Weald

- 3.20 Development at Alconbury Weald is sited within the parish of The Stukeleys, encompassing Great Stukeley and Little Stukeley. Currently although there are only a properties occupied it is predicted that by March 2018 250 properties will have been completed. Any electors resident there will have to visit the Little Stukeley polling station currently. As Alconbury Weald is detached from the village of Little Stukeley, coupled with the proposed future development, it would warrant Alconbury Weald to have a dedicated polling station in the future that is local to them. As such, Alconbury Weald has been set up as a separate polling district FQ to take account of the continued planned development.
- 3.21 Appendix F shows the proposed new polling district at Alconbury Weald.

4. CONSULTATION

- 4.1 As this is an interim polling district and polling places review, many of the changes outlined above are as a result of the review of electoral arrangements of Cambridgeshire County Council and Huntingdonshire District Council and must be made to ensure that all electors have reasonable facilities for voting as are practicable in the circumstances.
- 4.2 The Council was required to undertake a consultation on the proposed changes that was undertaken between 25th November 2016 and 6th January 2017 with all electors and interested parties and the full consultation was hosted on the Council's website. Details were also sent to all County and District Councillors and Town and Parish Clerks.
- 4.3 Appendix G details the responses received to the consultation. There were few responses received to the proposed changes.
- 4.4 It is worth noting that the Council is responsible for designating polling places whereas the Returning Officer is responsible for determining where the polling stations are situated. Whilst polling stations are not formally part of this review, it is essential that the Returning Officer have regard to the adequacy and suitability of premises used.
- 4.5 Arising from the representations made, the register will be republished to reflect some of these changes in February 2017 and the remaining changes on publication of the revised register on 1st December 2017. All changes will be reflected in the revised Schedule of Polling Districts and Polling Places as set out in Appendix A.

5. RISKS

- 5.1 Failure to adopt these new polling district boundaries will not allow the Returning Officer to run effective elections.

6. LEGAL IMPLICATIONS

- 6.1 There are no significant legal implications.

7. REASONS FOR THE RECOMMENDED DECISIONS

- 7.1 The Local Government Boundary Commission for England have recently completed a review of electoral arrangements for Cambridgeshire County Council and Huntingdonshire District Council. As a result of changes to boundaries within the District and the impact of electoral Divisions and District wards no longer being coterminous in certain areas, it has been necessary to review the polling districts and polling places to ensure arrangements are made to allow electors have reasonable access to voting.

8. LIST OF APPENDICES INCLUDED

Appendix A – Schedule of Existing Polling Districts and Polling Places

Appendix B – Map Showing Proposed New Polling Districts in Huntingdon

Appendix C – Map Showing Proposed New Polling Districts in St Ives

Appendix D – Map Showing Proposed Polling Districts in Fenstanton

Appendix E – Map Showing Proposed Polling Districts in St Neots

Appendix F – Map Showing Proposed Polling District of Alconbury Weald

BACKGROUND PAPERS

Website Consultation Document – Interim Review of Polling Districts and Polling Places 2016

Review of Polling Districts, polling places and polling stations guidance – The Electoral Commission

CONTACT OFFICER

Lisa Jablonska, Elections and Democratic Services Manager

Tel No: (01480) 388004

Email: lisa.jablonska@huntingdonshire.gov.uk

Appendix A - Proposed Revised New List of Existing Polling Districts and Polling Places (Structured by current District Wards for reference only)

WARD NAME	POLLING DISTRICT	PD CODE	DESCRIPTION OF POLLING DISTRICT	POLLING PLACE	PREFERRED POLLING STATION
Alconbury & the Stukeleys	Alconbury	AC	Alconbury Parish	Alconbury	Alconbury Memorial Hall, School Lane, Alconbury
	Alconbury Weston	AD	Alconbury Weston Parish	Alconbury Weston	57 Highfield Road, Alconbury Weston
	Great Stukeley	FH	The Great Stukeley part of The Stukeleys Parish	Great Stukeley	Gt Stukeley Village Hall, Great Stukeley
	Little Stukeley	FJ	The Little Stukeley part of The Stukeleys Parish	Little Stukeley	Lt Stukeley Village Hall, Little Stukeley
Brampton	Brampton	AH	Brampton Parish	Brampton	Brampton Community Centre, High Street, Brampton
	Grafham	BM	Grafham Parish	Grafham	Grafham Village Hall
	Perry	DM	Perry Parish	Perry	Perry Church, Perry
Buckden	Buckden	AM	Buckden Parish	Buckden	Buckden Methodist Hall, Buckden
	Diddington	BA	Diddington Parish	Buckden	
	Southoe	FD	Southoe & Midloe Parish	Southoe	Southoe Village Hall, Southoe

WARD	POLLING DISTRICT	PD CODE	DESCRIPTION OF POLLING DISTRICT	POLLING PLACE	PREFERRED POLLING STATION
Earith	Bluntisham	AG	Bluntisham Parish	Bluntisham	Bluntisham Village Hall, Recreation Field, Mill Lane, Bluntisham
	Earith	BB	Earith Parish	Earith	Earith Parish Hall, Earith
	Holywell cum Needingworth	CD	Holywell cum Needingworth Parish	Needingworth	Needingworth Village Hall, Needingworth
Ellington	Barham & Woolley	AF	Barham & Woolley Parish	Spaldwick	Spaldwick Community Room, Spaldwick Community Primary School
	Spaldwick	FE	Spaldwick Parish	Spaldwick	
	Easton	BC	Easton Parish	Easton	Church of St Peter, Easton
	Brington	AJ	The Brington part of the parish of Brington & Molesworth	Brington	St Leonards Hall, High Street, Brington
	Molesworth	AK	The Molesworth part of the parish of Brington & Molesworth	Molesworth	Molesworth Village Hall, Molesworth
	Buckworth	AN	Buckworth Parish	Buckworth	The Club Room, Cricket Club, Buckworth
	Bythorn	AR	The Bythorn part of the parish of Bythorn & Keyston	Bythorn	Bythorn Village Hall, Bythorn

WARD	POLLING DISTRICT	PD CODE	DESCRIPTION OF POLLING DISTRICT	POLLING PLACE	PREFERRED POLLING STATION
	Keyston	AS	The Keyston part of the parish of Bythorn & Keyston	Keyston	Keyston Village Hall, Keyston
	Catworth	AT	Catworth Parish	Catworth	Catworth Village Hall, Catworth
	Ellington	BD	Ellington Parish	Ellington	Ellington Village Hall
	Leighton Bromswold	DE	Leighton Bromswold Parish	Leighton Bromswold	The Old School House, Leighton Bromswold
	Old Weston	DL	Old Weston Parish	Old Weston	Old Weston Village Hall, Old Weston
	Stow Longa	FG	Stow Longa Parish	Stow Longa	The Old Barn, Spaldwick Road, Stow Longa
	Stow Longa	FK	The part of Stow Longa parish which includes Kimbolton Road	Stow Longa	
Elton & Folksworth	Alwalton	AE	Alwalton Parish	Alwalton	Colonel Dane Memorial Hall, Alwalton
	Chesterton	AV	Chesterton Parish	Chesterton	
	Elton	BE	Elton Parish	Elton	Highgate Hall, Elton
	Folksworth & Washingley	BK	Folksworth & Washingley Parish	Folksworth	Folksworth Village Hall, Folksworth

WARD	POLLING DISTRICT	PD CODE	DESCRIPTION OF POLLING DISTRICT	POLLING PLACE	PREFERRED POLLING STATION
	Haddon	BV	Haddon Parish	Haddon	The Old Rectory, Haddon
	Morborne	DG	Morborne Parish	Haddon	
	Sibson cum Stibbington	FB	Sibson cum Stibbington Parish	Sibson cum Stibbington	The Christie Hall Stibbington, Elton Road, Wansford
	Water Newton	FV	Water Newton Parish	Sibson cum Stibbington	
Fenstanton	Fenstanton	BJ	Fenstanton Parish	Fenstanton	Church Centre, School Lane, Fenstanton

WARD	POLLING DISTRICT	PD CODE	DESCRIPTION OF POLLING DISTRICT	POLLING PLACE	PREFERRED POLLING STATION
Godmanchester	Godmanchester (part)	DA	That part of Godmanchester which includes the following roads:- Allen Farm Close, Almond Close, Anderson Crescent, Bascraft Way, Berry Lane, Bridge Place (Riverside Mill), Cambridge Road, Cambridge Street, Cambridge Villas, Chadley Lane, Church Place, Corpus Christi Lane, Cow Lane, Duck End, Earning Street, East Chadley Lane, Fairey Avenue, Field Walk, Fox Grove, Granary Close, Grove Court, Hilsdens Drive, Kisby Avenue, Lancaster Way, Laroc Close, Linden Grove, London Street, Meadow Way (Harcourt), Merton Walk, New Street, Oakleigh Crescent, Offord Road, Old Court Hall, Orchard Way, Park Lane, Pavillion Close, Pettit Road, Pinfold Lane (Oakleigh Crescent) (The Maltings), Pipers Lane, Post Street, Ravenshoe, Rectory Gardens, Roman Gate, Rushes Walk, Saxon Close, Silver Street, St Anns Lane, (Woodley Court), Stuart Close, Sylton Close, The Avenue, The Causeway, The Close, The Stiles, Tudor Road, West Street (Oak Tree Court) (The Chestnuts), White Hart Lane, Wigmore Close, Windsor Road, York Close.	Godmanchester	Queen Elizabeth School, Godmanchester

WARD	POLLING DISTRICT	PD CODE	DESCRIPTION OF POLLING DISTRICT	POLLING PLACE	PREFERRED POLLING STATION
	Godmanchester (part)	DB	That part of Godmanchester which includes the following roads:- Bascraft Way, Bath House Close, Bayliss, Bearscroft Lane, Bergamot Close, Betts Close, Bluegate, Brick Kilns, Butcher Drive, Buttermel Close, Carnaby Close, Cob Place, Comben Drive, Croftfield Road, Crowhill, Danescroft, Devana Close, Dove House Close, Earning Street, Ermine Street, Ferndown Drive, Fisher's Way, Foren Crescent, Golden Rod, Grainger Avenue, Greenacre Close, Gumcester Way, Hayling Close, Holmehill, Hudpool, Jarwood Walk, Lions Cross, Littlefield Close, London Road, London Street, Malecoff, Martin Close, Middlemiss View, Miller Close, Mowlands (McCartney House), Parcell Walk, Peate Close, Pinder Close, Porch Close, Port Holme Close, Roman Way, Rushes Walk, Sears Close, Silver Street, Stokes Drive, Sweetings Road, Thicketwillow, Tudor Road.	Godmanchester	Judiths Field Hall, London Road, Godmanchester
Gransden and the Offords	Abbotsley	AA	Abbotsley Parish	Abbotsley	Abbotsley Village Hall, Abbotsley
	Great Gransden	BR	Great Gransden Parish	Great Gransden	The Reading Room, Great Gransden
	Great Paxton	BS	Great Paxton Parish	Great Paxton	Community Room, Great Paxton, Primary School
	Offord Cluny	DH	Offord Cluny Parish	Offord Cluny	Offord Village Hall, Offord Cluny
	Offord D'Arcy	DJ	Offord D'Arcy Parish	Offord Cluny	

WARD	POLLING DISTRICT	PD CODE	DESCRIPTION OF POLLING DISTRICT	POLLING PLACE	PREFERRED POLLING STATION
	Toseland	FM	Toseland Parish	Toseland	St Michael's Church, High Street, Toseland
	Waresley-cum-Tetworth	FT	Waresley-cum-Tetworth Parish	Waresley	Waresley Village Hall, Waresley
	Yelling	GE	Yelling Parish	Yelling	Yelling Village Hall, Yelling
Huntingdon – East	Huntingdon – East	CG	That part of Huntingdon Parish which includes the following roads:- Bradbury Place, Castle Hill, Castle Hill Court, Castle Hill Lane, Dallington Court, Euston Street, Hartford Road (part), High Street (St Clements Passage), Ingram Street, Montagu Road, Orchard Lane (Renton Court), Ouse Walk, Temple Close (Hemmdan Terrace), Temple Place, The Brow, The Walks East, Victoria Square, Waters Meet, Wood Street.	Huntingdon – East	Methodist Church Hall, High Street, Huntingdon
	Huntingdon – East	CH	That part of Huntingdon Parish which includes the following roads:- American Lane, Clayton's Way, Coldhams Crescent, Coldhams North, Coldhams South, Coronation Avenue, Cross Street, Desborough Road, Drivers Avenue, East Street, Frobisher Close, Greenhart Grove, Hardy Close, Hartford Road (part), Mayfield Crescent, Mayfield Road (Suffolk House), North Street, Nursery Road (Charlton House), Primrose Lane, Priory Grove, Priory Road, Queens Drive, Sapley Square, South Street, Suffolk Close (Grenville House), Tennis Court Avenue, West Street.	Huntingdon – East	MS Therapy Centre, Bradbury House, Mayfield Road, Huntingdon

WARD	POLLING DISTRICT	PD CODE	DESCRIPTION OF POLLING DISTRICT	POLLING PLACE	PREFERRED POLLING STATION
	Huntingdon – East	CJ	That part of Huntingdon Parish which includes the following roads:- Amners Close, Arundel Road, Barn Close, Buzzard Close, Capulet Court, Chapel Close, Charles Drive, Church Lane, Clare Road, Coneygear Road, Dene Close, Desborough Road, Drake Close, Duncan Way, Eagle Way, Eaton Close, Elizabeth Drive, Falcon Drive, Falstaff Way, Florida Avenue, Gardeners Lane, Girton Crescent, Goldfinch Close, Goshawk Close, Hall Close, Hamlet Close, Harrier Close, Hawk Drive, Hobby Close, Kestrel Close, Kings Close, Kite Close, Lark Crescent, Longstaff Way, Macbeth Close, Main Street, Manor View, Maryland Avenue, Merlin Close, Mill Close, Mill Road, Nelson Road, Newnham Close, Nightingale Close, Oberon Close, Old Houghton Road, Osprey Close, Othello Close, Owl Way, Pembroke Close, Pennington Road, Peregrine Close, Prospero Way, Rodney Road, Ruston Close, Sapley Park, Sapley Road, School Lane, Skeels Court, Snowy Way, Sparrowhawk Way, Stoney Close, Tawny Crescent, Thames Road, The Grove, The Hollow, The Spinney, Veasey Road, Wallace Court, Whitney Close.	Huntingdon – East	Hartford Village Hall, Main Street
	Huntingdon – East	CL	That part of Huntingdon Parish which includes the following roads:- Alberta Crescent, Alder Drive, Ambury Hill, Ambury Hill Walk, Ambury Road, American Lane, Ashton Gardens, Aspen Green, Avenue Road, Barleyfield Way, Bevan Close, Brookside, Bushey Close, Calafornia Road, Colebrook Road, Cowper Road, Coxon's Close (Wilberforce Terrace), Cromwell Square, Harebell Close, Hawthorn Drive, Hodson's Drive, Horsecommon Close, Horse Common Lane, Kings Gardens, Lammas Gardens, Lilyfield Crescent, Meadow Gardens, Mulberry Close, Priory Lane, Priory Road, Ryefield Close, Sparrow Close, Springfield, St Lukes Close, The Paddock, Wellsfield, Wheatstone Road	Huntingdon – East	Huntingdonshire Regional College, California Road

WARD	POLLING DISTRICT	PD CODE	DESCRIPTION OF POLLING DISTRICT	POLLING PLACE	PREFERRED POLLING STATION
	Huntingdon - East	CT	Desborough Road, Frobisher Close, Mayfield Road, Hardy Close	Huntingdon - East	Hartford Village Hall, Main Street
Huntingdon – North	Huntingdon – North	CN	That part of Huntingdon Parish which includes the following roads:- Armstrong Court, Ash Close, Beale Court, Beaton Crescent, Beaumont Close, Beech Close, Beevor Close, Bernard Close, Bradshaw Close, Burnett Way, Butts Grove Way, Byron Close, California Road, Chestnut Close, Collinson Crescent, Coneygear Court, Coneygear Road, Cotton Court, Deal Close, Dover Close, Elm Close, Essex Road, Foster Court, Garner Court, Gimber Court, Godeby Court, Green Tiles Close, Hazelwood Walk, Howell Drive, Jackson Walk, Jeffrey Drive, Judson Court, Kent Road, Kings Ripton Road Sapley, Kingston Close, Lamport Drive, Lavender Court, Lawrence Close Sapley, Lucas Court, Maple Drive, Martin Luther King Close, Maule Close, Medway Road, Milton Close, Moorhouse Drive, Nene Road, Norfolk Road, Perkins Court Sapley, Poplar Close, Richmond Close, Robertson Way, Sallowbush Road, Sandwich Close, Sapley Road Hartford, Sapley Square, Saunders Close, Selby Court, Shelley Close, Silver Birch Close, Spring Close, St Barnabas Court, Surrey Road, Sycamore Drive, Tennyson Close, Thackray Close, The Whaddons, Thongsley, Tomlinson Court, Wolff Close	Huntingdon – North	St Barnabas Church Hall, Medway Road, Huntingdon

WARD	POLLING DISTRICT	PD CODE	DESCRIPTION OF POLLING DISTRICT	POLLING PLACE	PREFERRED POLLING STATION
Huntingdon – West	Huntingdon – West	CP	That part of Huntingdon Parish which includes the following roads:- All Saints Passage, Ambury Road South, Astilbe Lane, Blaines Court, Brampton Road (Station Cottages), Cherry Tree Close, Cromwell Court, Cromwell Mews, Cromwell Walk, Ermine Street, Ferrars Court, Ferrars Road, George Street (St Johns) (The Views), Great Northern Street, High Street (Manchester Place, Newtons Court, St Georges Court), Market Hill, Merritt Street, Mill Common, Parkside Grammar School Walk, Princes Street, Roscrea Court, Roscrea Terrace, Rowan Close, Royal Oak Passage, Sallowbush Road, Sayer Street (St Johns Terrace, St Andrews Court, Brooklands Terrace), St Johns Street, St Mary's Street, St Peters Road, Terril Close, The Walks East, The Walks North, Walden Grove, Walden Road, Walnut Tree Drive	Huntingdon – West	Civic Suite, Pathfinder House, St Mary's Street, Huntingdon
	Huntingdon – West	CR	That part of Huntingdon Parish which includes the following roads:- Bassenthwaite, Beacon Close, Blea Water, Blethan Drive, Boretree Way, Brigland Close, Burmoor Close, Buttermere, Coniston Close, Crummock Water, Derwent Close, Devoke Close, Elter Water, Ennerdale Close, Goodliff Close, Grasmere, Greendale, Haweswater, Knipe Close, Lake Way, Levers Water, Lindeth Close, Lingmoor, Loughrigg Close, Loweswater, North Side, Orthwaite, Overwater Close, Parkgate, Percey Green Place, Provence Road, Rydal Close, Salon Way, Seathwaite, Skeggles Close, South Side, St Peters Road, Stickle Close, Stukeley Road, Thirlmere, Thomas King Drive, Ullswater, Wastwater, Wertheim Way, West Side, Whinfell Close, Windermere	Huntingdon – West	Stukeley Meadows School, Stukeley Meadows, Huntingdon

WARD	POLLING DISTRICT	PD CODE	DESCRIPTION OF POLLING DISTRICT	POLLING PLACE	PREFERRED POLLING STATION
	Huntingdon – West	CS	That part of Huntingdon Parish which includes the following roads:- Bliss Close, Bradley Road, Brampton Road, Brecon Way, Burrows Drive, Christie Drive, Cromwell Drive, Dartmoor Drive, Dyson Close, Exmoor Close, Flamsteed Drive, Halley Close, Headlands, Hinchingsbrooke Park Road (Albert House) (Alexandra House) (Elizabeth House) (Victoria House), Lodge Close, Meadow Rise, Parkway, Peaks Court, Pond Close, Scholars Avenue, Snowdonia Way, The Copse, The Glades, The Poplars, The Shrubbery, The Vale, Woodlands.		Cromwell Academy, Parkway, Hinchingsbrooke Park, Huntingdon
Kimbolton & Staughton	Covington	AY	Covington Parish	Covington	Covington Village Hall, Covington
	Great Staughton	BT	Great Staughton Parish	Great Staughton	Gt Staughton Village Hall, Great Staughton
	Hail Weston	BW	Hail Weston Parish	Hail Weston	Hail Weston Village Hall, Hail Weston
	Kimbolton & Stonely	DC	Kimbolton & Stonely Parish	Kimbolton	The Mandeville Hall, Kimbolton
	Tilbrook	FL	Tilbrook Parish	Tilbrook	Tilbrook Village Hall, Tilbrook
Little Paxton	Little Paxton	DF	Little Paxton Parish	Little Paxton	Little Paxton Village Hall, Little Paxton

WARD	POLLING DISTRICT	PD CODE	DESCRIPTION OF POLLING DISTRICT	POLLING PLACE	PREFERRED POLLING STATION
Ramsey	Ramsey (Town)	DR	That part of Ramsey Parish which includes the following roads:- Biggin Lane, Blenheim Road, Brands Close, Bryan Close, Bury Road, Canberra Court, Charles Close, Cricketfield Lane, Cromwell Close, Darling Mews, Drayhorse Road, Fairfields Drive, Fellowes Drive, Field Road, Flask Walk, Freeman Terrace, Great Whyte, Grenfell Road, High Street, Hildred Court, Hopbine Court, Lion Yard, Malthouse Lane, Mews Close, Milton Close, Oast House Way, Old Station Road, Oliver Close, Palmer Close, Park Road, Pathfinder Way, Queen Mary Close, Queens Walk, School Lane, Serjeants Close, Slade Close, Spinning Court, St Marys Road, Station Road, Taverners Drive, Temperance Court, The Avenue, The Malting, West Avenue, Wheatfield Drive, Whytefield Road, Wyatt Close.	Ramsey (Town)	Ramsey Royal British, Legion Hall, Cricket Field Lane
	Ramsey Heights	DS	The Ramsey Heights part of the Ramsey Parish	Ramsey Heights	306 Uggmere Court Road Ramsey Heights
	Ramsey St Mary's	DT	The Ramsey St Mary's part of the Ramsey Parish	Ramsey St Mary's	The Barn Ashbeach School, Ashbeach Drove, Ramsey St Marys
	Ramsey Mereside	DV	The Ramsey Mereside part of the Ramsey Parish	Ramsey Mereside	Ramsey Mereside Village Hall, Ramsey Mereside
	Ramsey Forty Foot	DW	The Ramsey Forty Foot part of the Ramsey Parish	Ramsey Forty Foot	Ramsey Forty Foot, Village Hall, Ramsey Forty Foot

WARD	POLLING DISTRICT	PD CODE	DESCRIPTION OF POLLING DISTRICT	POLLING PLACE	PREFERRED POLLING STATION
	Ramsey (Town)	DX	That part of Ramsey Parish which includes the following roads:- Abbey Fields, Abbey Road, Abbey Rooms Lane, Abbey Terrace, Abbots Close, Allen Road, Bankers Walk, Becketts Close, Burybrooke Court, Church Green, Conley Close, Crown Mews, Ethelred Close, Factory Bank, Field Road, Fisher Terrace, Fletchers Close, Flowers Close, Granary Court, Great Whyte, Hawthorn Road, High Street, Hollow Lane, James Court, Jones Court, Lawrence Road, Lime Road, Lion Yard, Little Whyte, Longlands Court, Malting Yard, Marriotts Yard, Meadow Walk, Mill Lane, Millfields, New Road, Newtown Road, North Walk, Oates Way, Orchard Way, Oswald Close, Parkholme Gardens, Princes Street, Rudds Court, Scotts Row, Silver Street, South Walk, Spencer Court, St Marys Road, Star Lane, Station Gardens, Station Road, The Hollow, The Pavement, Tower Close, Turvers Lane, Vinery Court, Westfield Road, Whyte Court, Whytefield Road, Wood Lane	Ramsey (Town)	Ramsey Library, Great Whyte, Ramsey
Sawtry	Conington	AX	Conington Parish	Conington	Virgina Cottage, Church Road, Conington
	Glatton	BL	Glatton Parish	Glatton	Glatton Village Hall, Glatton
	Great and Little Gidding	BN	Great Gidding Parish	Great and Little Gidding	Great Gidding Village Hall, Great Gidding
		BP	Little Gidding Parish	Great and Little Gidding	
	Hamerton & Steeple Gidding	BX	Hamerton & Steeple Gidding Parish	Hamerton and Steeple Gidding	Hamerton Village Hall, Hamerton

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	Sawtry	FA	Sawtry Parish	Sawtry	The Old School Hall, 37 Green End Road, Sawtry
	Upton & Coppingford	FN	Upton & Coppingford Parish	Upton	Upton Village Hall, Upton
	Winwick	FW	Winwick Parish	Winwick	Winwick Village Hall, Winwick
Somersham	Broughton	AL	Broughton Parish	Broughton	Broughton Village Hall, Broughton
	Colne	AW	Colne Parish	Colne	Colne Community Hall, East Street, Colne
	Old Hurst	DK	Old Hurst Parish	Old Hurst	11 Lancaster Close, Old Hurst
	Pidley-cum-Fenton	DN	Pidley-cum-Fenton Parish	Pidley-cum-Fenton	Pidley Village Hall, Pidley
	Somersham	FC	Somersham Parish	Somersham	Victory Hall, Parkhall Road, Somersham
	Woodhurst	FY	Woodhurst Parish	Woodhurst	Woodhurst Village Hall, Woodhurst

WARD	POLLING DISTRICT	PD CODE	DESCRIPTION OF POLLING DISTRICT	POLLING PLACE	PREFERRED POLLING STATION
St Ives – East	St Ives East	DY	That part of St Ives Parish (East Ward) which includes the following roads:- Albermarle Road, Anson Drive, Arran Way, Barley Close, Bedford Crescent, Bittern Close, Bleheim Drive, Burleigh Road, Cambridge Drive, Canberra Drive, Comet Way, Constable Road, Curlew Close, Da Vinci Close, Degas Drive, Devon Close, Edinburgh Drive, Fraser Drive, Gainsborough Drive, Grafton Close, Grebe Close, Heron Way, Hill Rise, Hogarth Close, Holbein Road, Kent Close, Kestrel Close, Kingfisher Green, Lancaster Drive, Lincoln Avenue, Lowry Close, Lysander Close, Manchester Way, Marlborough Close, Milton Close, Monet Close, Morland Way, Norfolk Road, Ramsey Road, Rembrandt Way, Renoir Close, Reynolds Close, Romney Close, Rubens Way, Rutland Close, Salisbury Close, Sandwich Close, Spencer Drive, Stirling Road, Stubbs Close, Suffolk Close, Swan Close, Teal Close, The Mallards, The Whistlers, Turner Road, Valiant Road, Van Dyke Place, Van Gough Place, Victor Close, Wellington Avenue, Windsor Close, Witham Close, York Way.	St Ives East	Burleigh Hill, Community Centre, Constable Road
	St Ives East	DZ	That part of St Ives Parish (East Ward) which includes the following roads:-Abbots Crescent, All Saints Close, All Saints Green, Alwyn Close, Bure Close, Burstellers, Cam Close, Chelmer Close, Dart Close, Deben Avenue, Derwent Close, Dovey Close, Erica Road, Forsythia Road, Garden Close, Gosslan Close, Granta Close, Heddon Way, Ilex Road, Kings Hedges, Kingsbrook, Lavender Way, Leger Close, Nene Way, Orwell Close, Ouse Road, Ramsey Road, Redmoor Close, Ribble Close, Somersham Road, Spinney Way, Stour Close, Tamar Close, Tay Close, The Pound, Trent Close, Waveney Road, Welland Close, Wensum Close, Wheatfields, Witham Close.	St Ives East	Burleigh Hill, Community Centre, Constable Road

WARD	POLLING DISTRICT	PD CODE	DESCRIPTION OF POLLING DISTRICT	POLLING PLACE	PREFERRED POLLING STATION
	St Ives East	EA	That part of the St Ives Parish (East Ward) which includes the following roads:- Old Ramsey Road.	St Ives East	Burleigh Hill Community Centre, Constable Rd, St Ives
St Ives – South	St Ives South	EB	That part of the St Ives Parish (South Ward) which includes the following roads:- Adams Drive, Bridge Street, Bridge Terrace, Broad Leas Court, Broad Leas, Brook Way, Broom Way, Bull Lane, Burleigh Terrace, Burstellars, Chapel Court, Chapel Lane, Coach Mews, Collingwood Close, Cootes Meadow, Cow and Hare Passage, Cromwell Place, Cromwell Terrace, Crown Close, Crown Street, Crown Walk, Darwood Court, Darwood Place, Deighton Close, East Street, Elsworth Close, Enderbys Wharf, Faifields Crescent, Fairfields, Farthing Lane, Gorse Way, Great Farthing Close, Grove Court, Hawthorn Way, Hazel Way, Keln Leas, Kings Road, Laburnum Way, Landcliffe Close, Lilac Way, Little Farthing Close, London Road, Low Road, Market Hill, Meadow Close, Meadow Lane, Merryland, Myrtle Green, Needingworth Road, New Road, Nicholas Lane, North Road, Nursery Gardens, Oldman Court, Orchard Terrace, Oxford Road, Park Avenue, Park Road, Parkside, Parkway, Pig Lane, Priory Mews, Priory Road, Quay Court, Ramsey Road, River Place, Robbs Walk, Rookery Close, Rushington Close, Russet Close, Sheep Market, Sheepfold, Skelton Place, St Audrey Close, St Audrey Lane, St Georges Road, St Johns Road, Station Road, Tannery Mews, Tenterleas, The Broadway, The Pavement, The Quadrant, The Quay, The Waits, The Wilderness, Vine Court, Warners Grove, Warren Road, Wellington Street, West Street, White Hart Court, White Hart Lane, Willow Way, Woodside Way, Woolpack Lane.	St Ives South	Sacred Heart Church Hall, Needingworth Road, St Ives

WARD	POLLING DISTRICT	PD CODE	DESCRIPTION OF POLLING DISTRICT	POLLING PLACE	PREFERRED POLLING STATION
	St Ives South	EC	That part of the St Ives Parish (South Ward) which includes the following roads:- Admans Drive, Brigham Crescent, Broad Leas, Burgess Walk, Burstellers, Church Street, Clare Court, Copperbeeche Close, Goodman Close, Green End Barns, Green Lane, Green Leys, Greengarth, Harvest Court, High Leys, Houghton Road, Hurstingstone, Knights Way, Lammas Way, Langley Close, Langley Court, Leas Close, Links Way, Norris Road, North Road, Paragon Road, Pig Lane, Queens Close, Ramsey Road, St Audrey Lane, Stanpoint Way, The Crescent, The Drive, The Furrows, The Pound, West Leys, Westbury Road, Westwood Close, Westwood Road, Whitecross.	St Ives South	Crossways Christian Centre, Ramsey Rd, St Ives
St Ives – West	St Ives West	ED	That part of the St Ives Parish (West ward) which includes the following roads:- Acacia Avenue, Alabama Way, Ansley Way, Audley Close, Beech Drive, Blackmills Road, Burns Way, Bury Close, Bury Way, California Road, Cedar Road, Chaucer Way, Chestnut Close, Chestnut Road, Clark Drive, Cordell Close, Dryden Close, Elm Drive, Freston Close, Garner Drive, Goldie Close, Great How, Grebe Close, Green How, Hill Rise, Houghton Road, Hurstingstone, Kestrel Close, Kiln Close, Little How, Lorna Court, Meadow How, Michigan Road, Milton Close, Oak Tree Close, Old Ramsey Road, Pettis Road, Pettis Walk, Ramsey Road, Redwell Close, Scrolans, Shakespeare road, Sharp Close, Silver Birch Avenue, Tennyson Avenue, The Crescent, Thorndown Close, Virginia Way.	St Ives West	One Leisure, St Ives Outdoor Centre
	St Ives West	EX	Beech Drive, Houghton Road, Oak Tree Close, Hurstingstone, Elm Drive, The Crescent	St Ives West	Crossways Christian Centre, Ramsey Rd, St Ives

WARD	POLLING DISTRICT	PD CODE	DESCRIPTION OF POLLING DISTRICT	POLLING PLACE	PREFERRED POLLING STATION
St Neots – Eaton Ford	St Neots – Eaton Ford	EN	That part of the St Neots Parish (Eaton Ford Ward) which includes the following roads:- Alamein Court, Apple Grove, Arnhem Close, Blenheim Close, Bradshaws Court, Brook Road, Browning Drive, Burns Court, Byron Place, Chaucer Place, Coleridge Court, Constable Avenue, Corunna Close, Cowper Court, Crecy Court, Crosshall Park Court, Crosshall Road, Culloden Close, Eaton Ford Green, Fielding Court, Ford Close, Gainsborough Avenue, Gorham Place, Great North Road, Green Gables, Hanover Close, Hardy Place, Hogarth Place, Inkerman Rise, Ivel Close, Jutland Rise, Keats Court, Kipling Place, Kym Road, Lawrence Road, Laxton Close, Linclare Place, Longfellow Place, Lowry Road, Marlowe Court, Masefield Avenue, Mill Hill Road, Milton Avenue, Minden Court, Nene Road, Orchard Close, Orchard Road, Ouse Road, Reynolds Court, River Road, Romney Court, Rosamund Mews, Saviles Close, Shelley Place, Spencer Close, St Neots Road, Stevenson Court, Tennyson Place, The Paddock, Trafalgar Road, Turner Road, Weir Cottage Close, Wellend Court, Weston Court, Whinfell Close, Whistler Road, Wordsworth Avenue.	St Neots – Eaton Ford	The Scout Hall, Mill Hill Road, Eaton Ford

WARD	POLLING DISTRICT	PD CODE	DESCRIPTION OF POLLING DISTRICT	POLLING PLACE	PREFERRED POLLING STATION
	St Neots – Eaton Ford	EP	That part of the St Neots Parish (Eaton Ford Ward) which includes the following roads:- Alder Close, Axis Way, Beaver Close, Beezling Close, Begwary Close, Bilberry Close, Burwell Close, Chawston Close, Cornwall Court, Crosshall Road, Duloe Brook, Duloe Road, Edinburgh Drive, Elizabeth Court, Fallow Drive, Farcet Close, Foxglove Close, Gazelle Close, Gery Court, Great North Road, Hemsals, Honeydon Avenue, Langwood Close, Lottings Way, Meadowsweet, Milestone Close, Monarch Road, Mountbatten Court, Mullein Close, Muntjac Close, Orchid Close, Osier Court, Otter Way, Queens Gardens, Roe Green, Royal Court, Sambar Close, Setchel, Silverweed, Squires Court, Staughton Place, Sundew Close, Tansy Close, Teasel Close, Teversham Way, The Hallards, The Maltings, Valerian Close, Wistow Court, Wyboston Court.	St Neots – Eaton Ford	Eatons Community Centre, The Maltings, Eaton Socon
St Neots – Eaton Socon	St Neots – Eaton Socon	ER	That part of the St Neots Parish (Eaton Socon Ward) which includes the following streets:- Ackerman Gardens, Ackerman Street, Addington Walk, Avon Court, Barley Road, Capulet Close, Castle Hill Close, Clover Road, Collingwood Road, Colmworth Gardens, Drake Road, Falstaff Road, Field Cottage Road, Great North Road, Grenville Way, Hathaway Close, Kenilworth Close, Manor House Close, Marlborough Road, Nelson Road, Old School Gardens, Peppercorn Lane, Roberts Close, School Lane, Shakespeare Road, Simpkin Close, Stratford Place, The Crescent, Warwick Court, Wheatsheaf Road, Wilkinson Close.	St Neots – Eaton Socon	The Jubilee Hall, School Lane, Eaton Socon

WARD	POLLING DISTRICT	PD CODE	DESCRIPTION OF POLLING DISTRICT	POLLING PLACE	PREFERRED POLLING STATION
	St Neots – Eaton Socon	ES	That part of the St Neots Parish (Eaton Socon Ward) which includes the following roads:- Admirals Way, Anson Place, Baron Court, Beatty Road, Beauchamp Close, Blackwood Road, Blakes Way, Bushmead Gardens, Bushmead Road, Byng Close, Codrington Court, Cornwallis Drive, Countess Close, Crown Walk, Cunningham Way, Darrington Close, Digby Court, Duchess Close, Dukes Road, Duloe Brook, Earl Close, Freemantle Court, Great North Road, Hargood Court, Jellicoe Place, Jenkins Close, Kings Road, Knights Close, Lady Way, Linton Close, Marchioness Way, Marquis Close, Monarch Road, Nelson Road, Ockenden Close, Peer Road, Popham Close, Prince Close, Queens Court, Queens Gardens, Raleigh Close, Regent Close, Sycamore Close, Vicarage Gardens, Viceroy Close, Viscount Court, Whinfell Close	St Neots – Eaton Socon	Bushmead School, Bushmead Road, Eaton Socon
St Neots – Eynesbury	St Neots – Eynesbury	EF	That part of the St Neots Parish (Eynesbury Ward) which includes the following roads:- Barford Road, Belmont Close, Berkley Court, Berkley Street, Buckley Road, Burnt Close, Caldecote Road, Chestnut Grove, Cromwell Court, Cromwell Road, Eynesbury Green, Fairfax Court, Ferrars Avenue, Folly Close, Glenariff Close, Hall Road, Hardwick Road, Harvey Street, Howitts Lane, Humberley Close, Ireton Close, Jubilee Close, Lansbury Close, Laurels Close, Lee Court, Linley Road, Luke Street, Montagu Court, Montagu Square, Montagu Street, Mountfort Close, Navigation Wharf, Old School Yard, Pope Road, Saxon Place, Shirdley Road, Silver Street, Springbrook, St Marys Court, St Marys Street, The Broad Walk, Toller Mews, Washbank Road, Waterloo Drive, Waterloo Farm Close, Wildber Close, Willow Close.	St Neots – Eynesbury	New Methodist Church Hall, Berkley Street, Eynesbury

WARD	POLLING DISTRICT	PD CODE	DESCRIPTION OF POLLING DISTRICT	POLLING PLACE	PREFERRED POLLING STATION
	St Neots – Eynesbury	EG	That part of the St Neots Parish (Eynesbury Ward) which includes the following roads:- Brampton Gardens, Browns Square, Cambridge Street, Cemetery Road, Charles Street, Cromwell Gardens, Dryden Court, Duck Lane, Eayre Court, Henbrook, Mallard Lane, Manor Farm Road, Manor Grove, Manor Park, Marshall Road, Medland Grove, Musgrave Way, Naseby Gardens, Nursery Road, Pepys Road, Sandfields Road, Shortsands Yard, Whitehall Walk, Wintringham Road.	St Neots – Eynesbury	Bargroves Resource Centre, Cromwell Rd, Eynesbury, St Neots
	St Neots – Eynesbury	EH	That part of the St Neots Parish (Eynesbury Ward) which includes the following roads:- Alnwick Court, Andrew Road, Arundel Crescent, Bakers Link, Balmoral Way, Banks Court, Barford Road, Barnard Close, Baxter Drive, Beacon Close, Bellamy Close, Bevington Way, Bishops Road, Blair Way, Bluebell Walk, Bodiam Way, Brittain Close, Burr Close, Buttercup Avenue, Caernarvon Road, Carisbrooke Way, Cawdor Place, Chapman Way, Chesterfield Way, Compton Close, Conway Place, Cook Drive, Corfe Place, Criccieth Way, Crocus Close, Cumberland Way, Daffodil Close, Delphinium Court, Dunster Way, Edward Road, Elm Villa Gardens, Fern Court, Flawn Way, Flint Way, George Place, Glamis Court, Hampden Way, Harlech Court, Howitts Gardens, Howitts Lane, James Court, Jennings Avenue, Knaresborough Court, Lindisfarne Close, Malden Way, Mallow Close, Maule Close, Parker Close, Pashley Court, Pearson Close, Pembroke Avenue, Penrwyn Court, Philip Gardens, Potton Road, Powis Place, Ream Close, Richmond Close, Ridgeway, Rye Close, Shepherd Drive, St Neots Mobile Home Park, Stocker Way, Tenby Way, Tintagel Court, William Drive, Windsor Close, Wren Walk.	St Neots – Eynesbury	Ernulf Academy, Barford Road, Eynesbury

WARD	POLLING DISTRICT	PD CODE	DESCRIPTION OF POLLING DISTRICT	POLLING PLACE	PREFERRED POLLING STATION
St Neots – Priory Park	St Neots – Priory Park	EJ	That part of the St Neots Parish (Priory Park Ward) which includes the following roads:- Bedford Street, Brook Street, Cambridge Street, Cemetery Road, Chandlers Wharf, Church Meadows, Church Street, Church View, Church Walk, Fishers Yard, Friars Court, Grosvenor Gardens, High Street, Huntingdon Street, Ingles Court, Knights Court, Market Square, Meadow Close, New Street, Old Bull Yard, Old Market Court, Priory Lane, Priory Road, River Terrace, Russell Court, Russell Street, South Street, St Anselm Place, Tan Yard, Tebbutts Road, The Close, The Old Dairy, The Priory, Ware Road, West Street, Windmill Row.	St Neots – Priory Park	St Neots Voluntary Centre, Church Walk, St Neots

WARD	POLLING DISTRICT	PD CODE	DESCRIPTION OF POLLING DISTRICT	POLLING PLACE	PREFERRED POLLING STATION
	St Neots - Priory Park	EL	That part of the St Neots Parish (Priory Park Ward) which includes the following roads:- Acacia Grove, Almond Road, Avenue Road, Barnes Close, Barringer Way, Bean Close, Bedford Street, Beech Grove, Cambridge Gardens, Cambridge Street, Chamberlain Way, Childs Pond Road, Cressener Terrace, Curlew Place, Dewpond Close, Dovehouse Close, Eagle Court, East Street, Emery Place, Falcon Close, Fox Close, Fydell Court, Grebe Way, Green End Road, Greenfields, Harland Road, Hatley Close, Hawksford Way, Hawthorn Road, Heron Court, Hill Rise, Huntingdon Road, Huntingdon Street, Kestrel Place, Kings Lane, Kings Road, Lamma Way, Leys Road, Lime Grove, Longsands Parade, Longsands Road, Merlin Close, Mill Lane, Murrell Close, Murrell Court, Nightingale Way, Oak Close, Park Road, Parkway, Phoenix Square, Princes Drive, Prospect Row, Queensway, Raven Close, Redwing Place, Riversmead, Rowley Road, Rycroft Avenue, Sandwich Road, Shaftesbury Avenue, Springfield Close, Station Road, Sunnybank, Swallow Court, Swift Close, Tansur Court, Tern Way, The Crescent, The Grove, Topham Court, Woodlands.	St Neots - Priory Park	Longsands Academy, Longsands Road

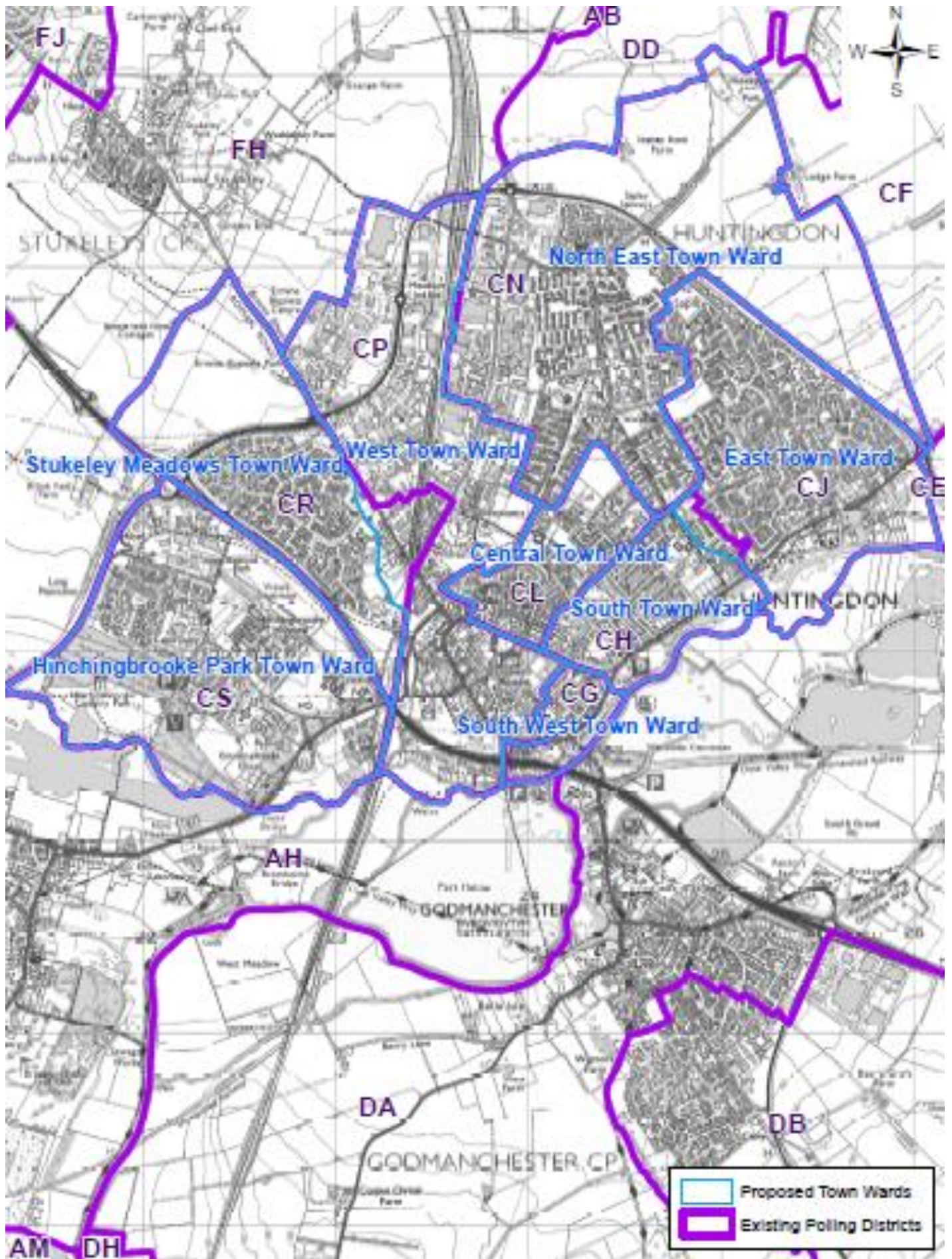
WARD	POLLING DISTRICT	PD CODE	DESCRIPTION OF POLLING DISTRICT	POLLING PLACE	PREFERRED POLLING STATION
	St Neots - Priory Park	ET	That part of the St Neots Parish (Priory Park Ward) which includes the following roads:- Alsop Way, Alvey Road, Anderson Close, Ash Tree Lane, Bargroves Avenue, Bawlins, Belland Hill, Briar Court, Cambridge Road, Clark Drive, Cockrells, Day Close, Dixy Close, Dramsell Rise, Embry Drive, Field Gate Close, Fox Brook, Fox Covert, Furrowfields, Gorham Way, Gorse Crescent, Great High Ground, Harvest Drive, Hogsden Leys, Hull Way, Lannesbury Crescent, Leightonhouse Close, Leveret Way, Loves Way, Lucas Crescent, Middle Ground, Oliver Way, Paddock Close, Pattison Court, Priory Hill, Radland Close, School Drive, Station Square, Stone Hill, The Pastures, The Runnells, The Warren, Top Birches, Waterland, Whiston Way, Whitchurch Walk, Wood Ridge Crescent.	St Neots - Priory Park	Love's Farm House, Kester Way, Love's Farm
Stilton	Holme	CC	Holme Parish	Holme	The Admiral Wells, Station Road
	Denton and Caldecote	AZ	Denton & Caldecote Parish	Stilton	Stilton Pavilion, Stilton
	Stilton	FF	Stilton Parish	Stilton	
The Hemingfords	Hemingford Abbots	BZ	Hemingford Abbots Parish	Hemingford Abbots	Hemingford Abbots, Village Hall, Hemingford Abbots
	Hemingford Grey	CA	Hemingford Grey Parish	Hemingford Grey	St James Parish Centre, 33 High Street, Hemingford Grey

WARD	POLLING DISTRICT	PD CODE	DESCRIPTION OF POLLING DISTRICT	POLLING PLACE	PREFERRED POLLING STATION
	Hilton	CB	Hilton Parish	Hilton	Hilton Village Hall, Hilton
	Houghton & Wyton	CE	The Houghton & Wyton Parish (Houghton & Wyton Ward)	Houghton	Houghton & Wyton Memorial Hall, Houghton
Upwood and The Raveleys	Abbots Ripton	AB	Abbots Ripton Parish	Abbots Ripton	Abbots Ripton Village Hall, Abbots Ripton
	Kings Ripton	DD	Kings Ripton Parish	Kings Ripton	Kings Ripton Village Hall, Kings Ripton
	Upwood and The Raveleys	FP	Upwood and The Raveleys Parish	Upwood	Upwood Village Hall, Upwood
	Woodwalton	GA	Woodwalton Parish	Woodwalton	Woodwalton Village Hall, Woodwalton
	Wyton-on-the-Hill	CF	Wyton-on-the-Hill Parish	Wyton	Wyton on the Hill, Primary School, Cambridge Square
Warboys and Bury	Bury	AP	Bury Parish	Bury	Bury Village Hall, Bury
	Warboys	FR	Warboys Parish	Warboys	Parish Centre, Warboys
	Warboys Fen	FS	Warboys Fen part of Warboys Parish	Warboys	
	Wistow	FX	Wistow Parish	Wistow	Wistow Village Hall

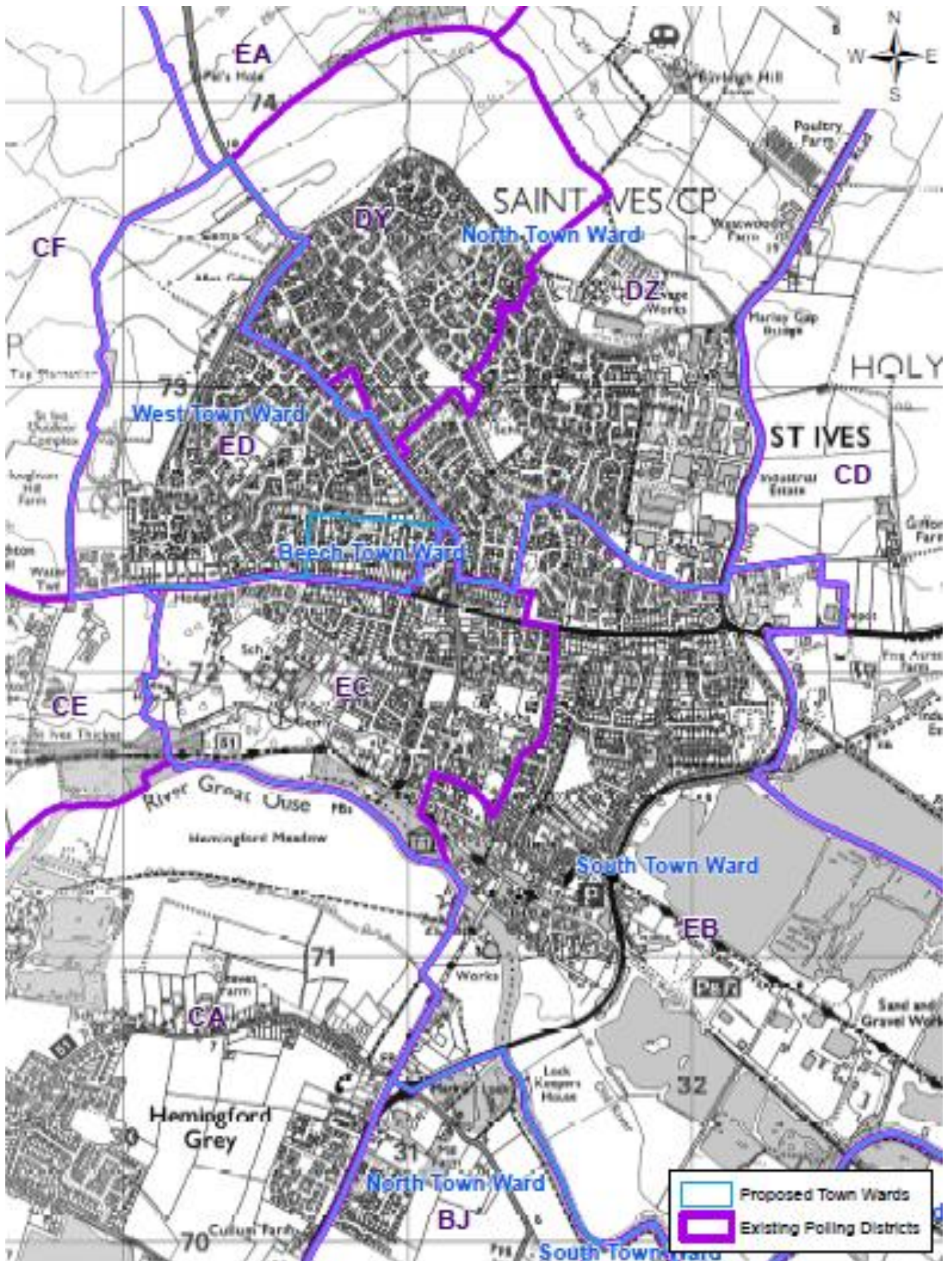
WARD	POLLING DISTRICT	PD CODE	DESCRIPTION OF POLLING DISTRICT	POLLING PLACE	PREFERRED POLLING STATION
Yaxley and Farcet	Farcet	BH	Farcet Parish	Farcet	Farcet Village Hall
	Yaxley	GB	That part of the Yaxley Parish which includes the following roads:- Abbott Way, Allard Close, Alvis Drive, Aston Close, Austin Court, Baird Close, Beauvoir Place, Bentley Avenue, Blenheim Way, Broadway, Broadway, Brunel Drive, Carysfort Close, Chapel Street, Church Street, Church Walk, Cock Close Road, Cookson Close, Cookson Walk, Daimler Avenue, Dovecote Lane, Edison Drive, Faraday Close, Ferndale, Field Rise, Fleming Close, Folly Close, Ford Close, Great North Road, Green Lane, Hillcrest Avenue, Humber Drive, Jayenn Close, Kingfisher Close, Laurel Close, Lawn Close, Lee Road, Livingstone Road, London Road, Main Street, Mallory Drive, Manor Close, Marconi Drive, Marlborough Close, Middletons Road, Morgan Close, Morris Court, Mountbatten Avenue, Nightingale Drive, Owl End Walk, Partridge Close, Pheasant Way, Pooley Way, Proby Close, Riley Close, Rolls Close, Royce Close, Scott Drive, Seaton Close, Shackleton Way, Stephenson Close, Stonehouse Road, Telford Drive, The Rookery, Vicarage Way, West End, Westfield Close, Westfield Road, Wisteria Road, Wolseley Close, Wykes Road, Yards End Lane	Yaxley	Royal British Legion Hall, 210 Broadway, Yaxley

WARD	POLLING DISTRICT	PD CODE	DESCRIPTION OF POLLING DISTRICT	POLLING PLACE	PREFERRED POLLING STATION
	Yaxley	GC	That part of the Yaxley Parish which includes the following roads:- Apple Tree Close, Ashridge Walk, Askews Lane, Azalea Court, Badger Close, Beatons Close, Bellflower Drive, Birch Close, Bramble Close, Briar Court, Broadway, Cherrytree Walk, Clover Court, Crane Avenue, Crocus Way, Daffodil Court, Elm Close, Foxglove Close, Freesia Way, Great Drove, Harebell Drive, Hawthorn Road, Highfield Walk, Hillside Walk, Holme Road, Jasmine Way, Laburnum Avenue, Lancaster Court, Lancaster Walk, Lancaster Way, Lansdowne Road, Larch Close, Lavender Close, Lilac Walk, Lime Tree Close, Litchfield Close, Main Street, Malting Square, Maple Court, Meadow Walk, Mere View, Middletons Road, Mulberry Close, Narrow Drove, Needham Court, Oak Court, Orchard Walk, Orchid Close, Park Close, Peartree Walk, Poppy Close, Primrose Drive, Queen Street, Rose Court, Rosewood Close, Silverwood Walk, Southdown Road, Speechley Road, Springfield Road, St Peters Walk, The Green, Thistle Close, Violet Way, Vixen Close, Whitney Drive, Windsor Road.	Yaxley	Owen Pooley Hall, Main Street, Yaxley

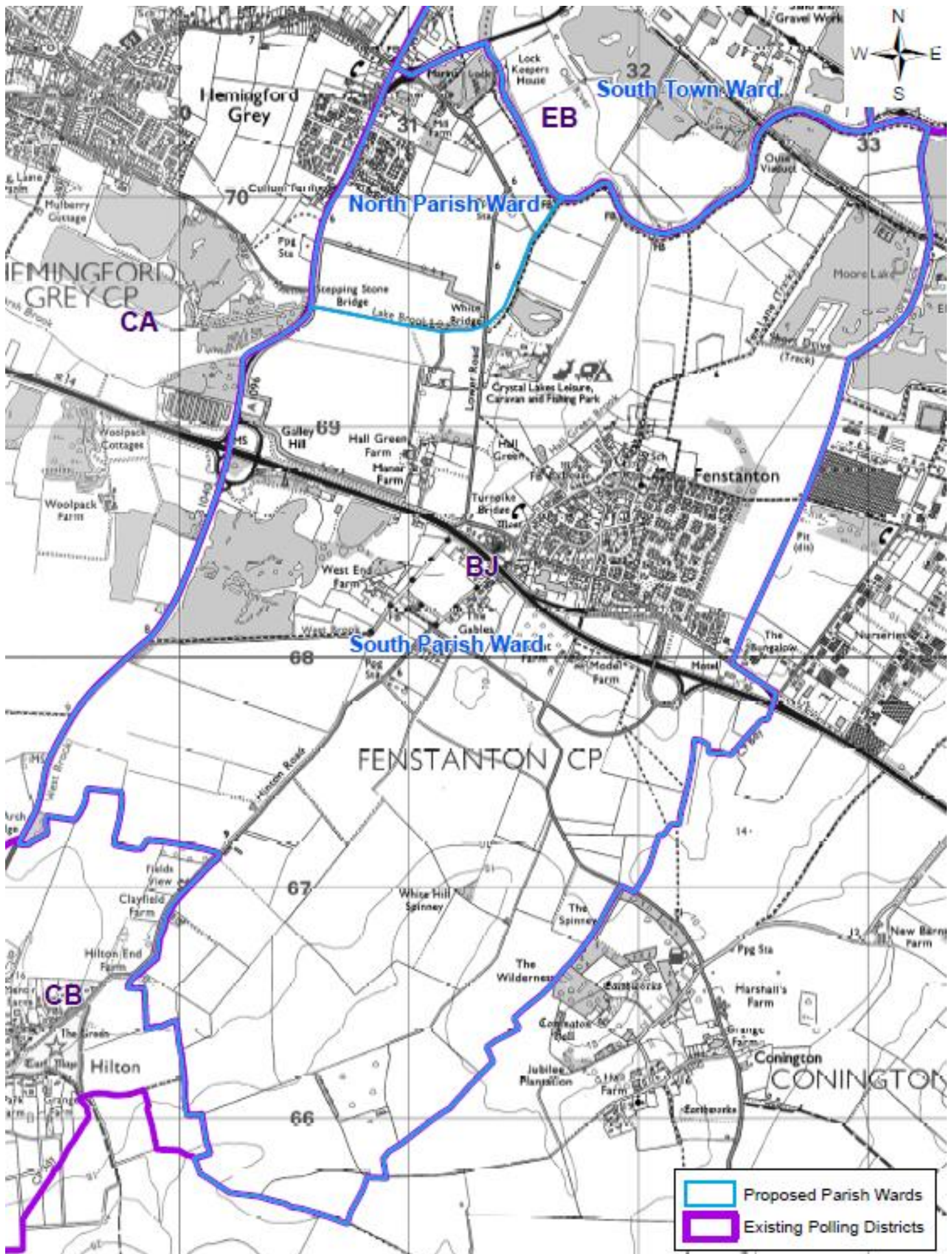
APPENDIX B – MAP SHOWING PROPOSED NEW POLLING DISTRICTS IN HUNTINGDON



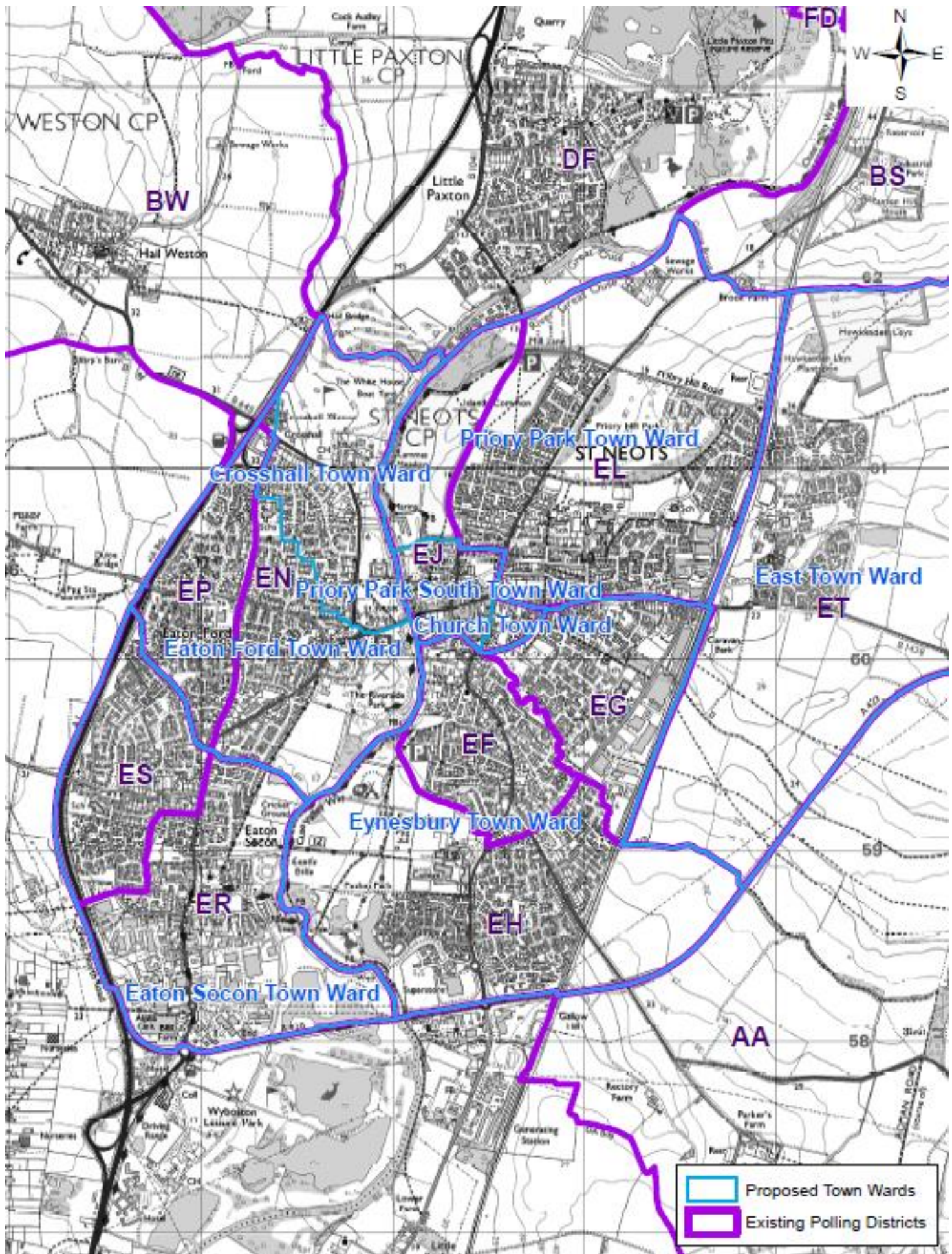
APPENDIX C – MAP SHOWING PROPOSED NEW POLLING DISTRICTS IN ST IVES



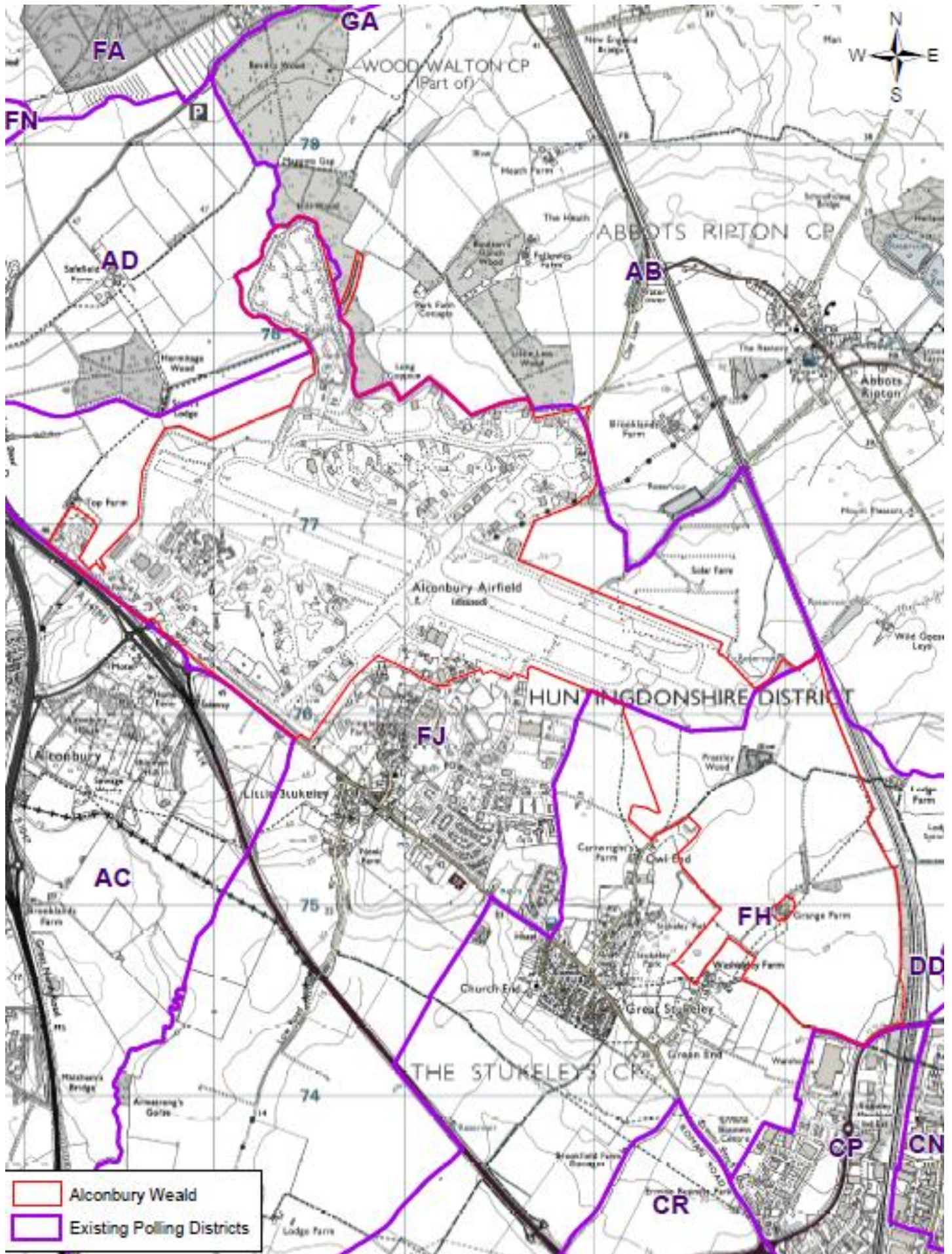
APPENDIX D – MAP SHOWING PROPOSED POLLING DISTRICTS IN FENSTANTON



APPENDIX E – MAP SHOWING PROPOSED POLLING DISTRICTS IN ST NEOTS



APPENDIX F – MAP SHOWING PROPOSED POLLING DISTRICT OF ALCONBURY WEALD



APPENDIX G – RESPONSES TO CONSULTATION

Councillor R Fuller

I note the following:

'Polling district ED in St Ives will be amended to allow for the creation of a new polling district for the new St Ives Beech Town ward. It will therefore be necessary to identify a suitable venue for a polling station to accommodate this new Town ward.'

Does this polling district have to have a separate polling station to the remainder of the West Ward? It seems absurd to create more work for HDC at elections by having yet another polling station for what is still one District ward that has not changed in size. Why can't both polling districts continue to vote at the Outdoor Centre as the electors of the West Ward currently do?

Warboys Parish Council

The Parish Council support the proposals in terms of their effect on Warboys, i.e. the status quo.

Hemingford Grey Parish Council

Hemingford Grey Parish Council considered this at its meeting last night, but did not feel that it was relevant to Hemingford Grey.

Spaldwick Parish Council

Spaldwick Parish Council met on 15 Dec 16 and discussed the issue re: Community Room at Spaldwick Primary School and it was resolved to inform you that Parish Council recommend that the Community Room is available for polling. People who come to vote do not access school. And if such an access is required, people can be escorted to use the toilets facilities. Security if needed can be arranged.

Great Paxton Parish Council

Regarding your most recent email on the 'Interim Review of Polling Districts, Polling Places and Polling Stations' – as this review has no impact on the Parish, Great Paxton Parish Council has no comments to make on your proposals/recommendations.

St Ives Town Council

We don't believe that there should be a separate ward and polling station for the "Beech Town Ward". We also have concerns for those from Fenstanton who would have to go to different locations for different elections which might be held on the same day.

Public

HUNTINGDONSHIRE DISTRICT COUNCIL

Title/Subject Matter:	Electoral Cycle of Town and Parish Councils in Huntingdonshire
Meeting/Date:	Council – 22 February 2017
Executive Portfolio:	Councillor G J Bull, Deputy Leader
Report by:	Elections and Democratic Services Manager
Ward(s) affected:	All

Executive Summary:

As a result of the Council's decision to move from elections by thirds to whole Council elections from May 2018, there would be implications for Town and Parish Councils insofar as some Town and Parish Councils will find that their electoral cycle no longer coincides with the District Council.

Consultation was undertaken with all Town and Parish Councils between October and December 2016 and the results are summarised in the report hereto.

Recommendations:

- (a) that an Order be made under section 53 of the Local Government and Public Involvement in Health Act 2007 to set the date of ordinary elections for all Town and Parish Councils as 2018 and every four years thereafter, with the exception of St Ives Town Council, St Neots Town Council and Warboys Parish Council;**
- (b) that an Order be made for transitional provision to reduce to term of office of Town and Parish Councillors elected in 2015 and 2016 so that their term of office comes to an end in 2018, with the exception of St Ives Town Council, St Neots Town Council and Warboys Parish Council;**
- (c) that the current term of office for Town Councillors at St Ives Town Council elected in 2016 be retained so that it comes to an end in 2020 and Town Councillors be elected to serve a two year term in 2020 to coincide with the scheduled elections of the District Council in 2022;**
- (d) that the current term of office for Town Councillors at St Neots Town Council elected in 2015 be retained so that it comes to an end in 2019 and Town Councillors be elected to serve a three year term in 2019 to coincide with the scheduled elections of the District Council in 2022; and**
- (e) that the term of office for Parish Councillors at Warboys Parish Council elected in 2016 be extended by two years from 2020 to 2022 to coincide with the scheduled elections of the District Council in 2022.**

1. PURPOSE OF THE REPORT

- 1.1 The purpose of this report is to consider the outcome of consultation recently undertaken on potential changes to the electoral cycle of all Town and Parish Councils as a result of the District Council moving to whole Council elections from May 2018.

2. BACKGROUND

- 2.1 On 16th December 2015, a Special Meeting of Huntingdonshire District Council resolved that the District Council should move from elections by thirds to whole Council elections from May 2018. Whole Council elections will see all 52 seats on the District Council elected in May 2018 and every four years thereafter.
- 2.2 The changes to the District Council's electoral arrangements have implications for Town and Parish Councils. Some Town and Parish Councils will find that their electoral cycle no longer coincides with the District Council. The implications of this may mean that such Councils will have to meet the full cost of their elections when, up until now, they have been able to share the costs with the District Council.
- 2.3 Under Section 53 of the Local Government and Public Involvement in Health Act 2007 ("the Act"), the District Council has the power to change the dates of ordinary elections of parish councils if it has altered its own electoral cycle.
- 2.4 The table below shows the current cycle of Town and Parish Council elections –

Table: Town and Parish Council elections in Huntingdonshire

	2017*	2018	2019	2020
Abbotsley			✓	
Abbots Ripton			✓	
Alconbury		✓		
Alconbury Weston		✓		
Alwalton		✓		
Barham & Woolley			✓	
Bluntisham			✓	
Brampton				✓
Brington & Molesworth			✓	
Broughton				✓
Buckden		✓		
Buckworth			✓	
Bury		✓		
Bythorn & Keyston			✓	
Catworth			✓	
Colne			✓	
Conington				✓
Earith			✓	
Easton			✓	
Ellington			✓	
Elton		✓		
Farcet		✓		
Fenstanton			✓	
Folksworth & Washingley		✓		
Godmanchester				✓
Great & Little Gidding				✓

Glatton				✓
Grafham			✓	
Great Gransden			✓	
Great Paxton		✓		
Great Staughton			✓	
Hail Weston			✓	
Hemingford Abbots				✓
Hemingford Grey		✓		
Hilton				✓
Holme			✓	
Holywell-cum- Needingworth			✓	
Houghton & Wyton		✓		
Huntingdon				
<i>Huntingdon East</i>			✓	
<i>Huntingdon North</i>			✓	
<i>Huntingdon West</i>			✓	
Kimbolton & Stonely			✓	
Kings Ripton			✓	
Leighton Bromswold			✓	
Little Paxton				✓
Offord Cluny & Offord Darcy		✓		
Oldhurst				✓
Old Weston			✓	
Perry			✓	
Pidley-cum Fenton				✓
Ramsey			✓	
St Ives				
<i>St Ives East</i>				✓
<i>St Ives South</i>				✓
<i>St Ives West</i>				✓
St Neots				
<i>St Neots Eaton Ford</i>			✓	
<i>St Neots Eaton Socon</i>			✓	
<i>St Neots Eynesbury</i>			✓	
<i>St Neots Priory Park</i>			✓	
<i>St Neots East</i>			✓	
Sawtry				✓
Sibson-cum Stibbington		✓		
Somersham			✓	
Southoe & Midloe		✓		
Spaldwick			✓	
Stilton			✓	
Stow Longa			✓	
The Stukeleys		✓		
Tilbrook			✓	
Toseland		✓		
Upton & Coppingford		✓		
Upwood & The Raveleys			✓	
Warboys				✓
Waresley-cum-Tetworth		✓		
Wistow		✓		
Woodhurst				✓
Woodwalton			✓	

Wyton-on-the Hill			✓	
Yaxley			✓	
Yelling		✓		

* No Town and Parish Council elections – County Council elections only

- 2.5 It can be seen that 20 Parish Councils have elections in 2018 and would therefore be on the same cycle as the District Council. The remaining 51 Town and Parish Councils have elections on other cycles and would not currently align with the District Council elections after 2018.

3. OPTIONS CONSIDERED

- 3.1 The powers in section 53 of the Act allow the District Council to change the years in which the ordinary elections of parish councillors for any parish situated in the Council's area are held and can make transitional provision for the retirement of existing parish councillors at times different from those otherwise applying.
- 3.2 Currently in 2019 there are scheduled to be elections to the European Parliament and in 2020 elections to the next UK Parliament. Town and Parish Councils facing elections in 2019 and 2020 may share their costs with another election although this is not certain.
- 3.3 If no changes are made to the current electoral cycle for Town and Parish Councils this would expose some Town and Parish Councils to higher costs for running an election. Implementing changes to coincide the Town and Parish Council elections with the District Council elections would mean that the costs would be reduced and increase the potential for a higher turnout at elections.
- 3.4 The proposals to change the dates of ordinary elections of Town and Parish Councils do not affect arrangements for by-elections if required. Unless a by-election coincides with another poll, the full costs of a by-election would be required to be met by the Town and Parish Council.

4. CONSULTATION

- 4.1 On 18th October 2016 a consultation document seeking the views on potential changes to the electoral cycle of Town and Parish Councils in the District from May 2018 was published.
- 4.2 An analysis of the responses received has been set out at Appendix A. The majority of responses received from Town and Parish Councils supported the change to their electoral cycle so that they are held on the same date as the District Council elections in May 2018.
- 4.3 Of the nine Town and Parish Councils that responded to the consultation, St Ives Town Council argued for their electoral cycle to remain unchanged, which would see elections in 2020, 2024 etc. The reason for this request was to allow the local electorate to focus on the issues pertinent to the town. However they have acceded to make changes to their current cycle after 2020 to bring them in line with the District Council. St Neots Town Council have requested that they retain their current cycle until 2019 and then elect Town Councillors for a three year term to serve until 2022 to bring them in line with the District Council scheduled elections. Warboys Parish Council were reluctant to reduce their term of office and similarly have requested that the term of office for their existing parish councillors be extended until 2022, the next scheduled date of the District Council elections after 2018.

- 4.4 Holding all local elections on the same day reduces confusion for voters. All local elections use the same method of voting, whereas having St Ives Town Council's election at the same time as the next Police and Crime Commissioner scheduled election would mean voters in St Ives having to use two different methods of voting on the same day. It is preferable to retain the cycle of Town and Parish council elections on the same day to ensure that costs continue to be shared and turnout maintained.

5. LEGAL IMPLICATIONS

- 5.1 As referred to in paragraph 2.3 under section 53 of the Local Government and Public Involvement in Health Act 2007, the District Council has the power to change the dates of parish elections if it has altered its own cycle.

6. FINANCIAL IMPLICATIONS

- 6.1 There are no financial implications for the District Council. The main reasons for Town and Parish Councils to align their elections with those of the District Council are around that the costs could continue to be shared.

7. REASONS FOR THE RECOMMENDED DECISIONS

- 7.1 As a result of the Council moving from elections by thirds to whole Council elections from May 2018, it has been proposed to alter the cycle of all Town and Parish Councils to bring them in line with the District Council elections. With alternative proposals for St Ives Town Council, St Neots Town Council and Warboys Parish Council, the Council set the date of ordinary elections for all Town and Parish Councils as 2018 and every four years thereafter.

8. LIST OF APPENDICES INCLUDED

Appendix A - Responses to Consultation from Town and Parish Councils

BACKGROUND PAPERS

Electoral Cycle of Town and Parish Councils in Huntingdonshire – Consultation Document October 2016

CONTACT OFFICER

Lisa Jablonska, Elections and Democratic Services Manager
Tel No: (01480) 388004
Email: lisa.jablonska@huntingdonshire.gov.uk

APPENDIX A - RESPONSES TO CONSULTATION FROM TOWN AND PARISH COUNCILS

Town/Parish Council	Change to 2018	No Change	Alternative
St Ives		Remain on current cycle of elections until 2020	Request remain on current cycle until 2020 and councillors serve a 2 year term until 2022.
Warboys			Request extension of term of office until 2022
Earith	Support		
Holywell-cum-Needlingworth	Support		
Somersham	Support		
Ramsey	Support		
St Neots			Request remain on current cycle until 2019 and councillors serve a 3 year term until 2022
Great Paxton	Support as scheduled in 2018 anyway		
Toseland	Support as scheduled in 2018 anyway		

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Public

HUNTINGDONSHIRE DISTRICT COUNCIL

Title/Subject Matter: Members' Allowances
Meeting/Date: Council – 22nd February 2017
Executive Portfolio: Councillor G J Bull – Deputy Leader
Report by: Elections and Democratic Services Manager
Ward(s) affected: All

Executive Summary:

The Independent Remuneration Panel in their review of the Members' Allowances Scheme in 2010 recommended – 'that Basic and Special Responsibility Allowances should be adjusted annually with effect from the date of the Annual Council Meeting commencing in 2012 to reflect any increase in inflation using an automatic index mechanism the percentage change for spinal column point 33 approved by the National Joint Council for Local Government Staff Services and negotiated as the pay award for Local Government employees.'

Such mechanism should be applied until 30th April 2015 or until such time as the Independent Remuneration Panel recommends otherwise. This recommendation was approved by the Council at their meeting held on 15th December 2010.

The Independent Remuneration Panel undertook a further review of the Members' Allowances Scheme in May 2015 and Members recommended that the existing Members' Allowances Scheme be retained.

Recommendation:

The Council is requested to determine whether to apply to Members' Allowances the percentage increase of 1% approved by the NJC for Local Government Services.

1. PURPOSE OF THE REPORT

- 1.1 In accordance with the recommendation of the Independent Remuneration Panel in the review of the Members' Allowances Scheme the Basic and Special Responsibility Allowances should be adjusted annually with effect from the date of the Annual Council meeting.

2. BACKGROUND

- 2.1 Members agreed that any increase in Members' Allowances should reflect any increase in inflation using the percentage change for spinal column point 33 approved by the National Joint Council for Local Government Staff Services and the negotiated pay award for Local Government employees.

3. 2016-2018 NJC PAYSCALES AND ALLOWANCES

- 3.1 The National Joint Council for Local Government Services (the Employers') have announced that agreement has been reached to increase pay for local government employees by 1% with effect from 1st April 2017.
- 3.2 Although a departure from the scheme, should Members decide not to accept an increase, this would not set a precedent for future years nor require further reference to the Independent Remuneration Panel.

4. FINANCIAL IMPLICATIONS

- 4.1 An increase in line with NJC rates would cost £3,877 per year.

5. REASONS FOR THE RECOMMENDED DECISIONS

- 5.1 Members are invited to determine whether to apply the increase to Members' Allowances in accordance with the recommendation of the Independent Remuneration Panel.

BACKGROUND PAPERS

District Council Constitution – 23rd March 2016

Report of the Independent Remuneration Panel – November 2010, May 2015

CONTACT OFFICER

Lisa Jablonska, Elections and Democratic Services Manager
Tel No: (01480) 388004
Email: lisa.jablonska@huntingdonshire.gov.uk

MEETINGS OF THE COUNCIL'S COMMITTEES AND PANELS SINCE THE LAST ORDINARY MEETING

JANUARY 2017

DATE: MEETING AND BUSINESS CONSIDERED:

5 OVERVIEW AND SCRUTINY PANEL (ECONOMY AND GROWTH)

- ❖ Annual Monitoring Report, including Five Year Housing Land Supply
- ❖ Huntingdonshire Economic Growth Plan

10 OVERVIEW AND SCRUTINY PANEL (COMMUNITIES AND ENVIRONMENT)

- ❖ Waste and Recycling Round Reconfiguration Update
- ❖ Open Spaces Water Safety Policy - Implementation
- ❖ CCTV Task and Finish Group

11 OVERVIEW AND SCRUTINY PANEL (PERFORMANCE AND CUSTOMERS)

- ❖ Draft 2017/18 Revenue Budget and Medium Term Financial Strategy 2018/19 to 2021/22

16 DEVELOPMENT MANAGEMENT COMMITTEE

- ❖ 5 Development Applications
- ❖ Appeal Decisions

19 CABINET

- ❖ Huntingdonshire Local Plan to 2036 Quarterly Update and Infrastructure Planning Update
- ❖ Annual Monitoring Report including Five Year Housing Land Supply
- ❖ Review of Street Markets (Huntingdon and St Ives)
- ❖ Open Spaces Water Safety Policy
- ❖ Waste and Recycling Round Reconfiguration Update
- ❖ Draft 2017/18 Revenue Budget and Medium Term Financial Strategy 2018/19 to 2021/22)
- ❖ Hinchingsbrooke Country Park Joint Group Minutes

FEBRUARY 2017

DATE: MEETING AND BUSINESS CONSIDERED:

1 OVERVIEW AND SCRUTINY PANEL (PERFORMANCE AND CUSTOMERS)

- ❖ Final Revenue Budget 2017/18 and Medium Term Financial Strategy 2018/19 to 2021/22
- ❖ 3C Shared Services Update
- ❖ Bearscroft Farm Local Lettings Plan
- ❖ National Non-Domestic Rates Discretionary Rate Relief Policy
- ❖ Corporate Risk Register
- ❖ Treasury Management Strategy 2017/18
- ❖ Integrated Performance Report 2016/17 – Quarter 3
- ❖ Representation on External Organisations – Quarterly Update Report

2 OVERVIEW AND SCRUTINY PANEL (ECONOMY AND GROWTH)

- ❖ Business Improvement District (BID) Huntingdon
- ❖ Business Improvement District Huntingdon Renewal Ballot – Delegation of Powers
- ❖ Representation on External Organisations – Quarterly Update Report

8 EMPLOYMENT COMMITTEE

- ❖ Expenses, Allowances and Overtime Policy
- ❖ Workforce Report Quarter 3 – 2016-17
- ❖ LGSS Quarterly Performance and Monitoring Report (Quarter 3)
- ❖ Pay Policy Statement 2017/18
- ❖ HR and Payroll Tupe Transfer Update
- ❖ Issues from Staff Council

9 CABINET

- ❖ Integrated Performance Report, 2016/17 Quarter 3
- ❖ Bearscroft Farm Local Lettings Plan
- ❖ Huntingdon Business Improvement District (BID) Stage 2
- ❖ Development Plans Policy Advisory Group (DPPAG) Terms of Reference
- ❖ Corporate Risk Register
- ❖ National Non-Domestic Rates Discretionary Rate Relief Policy effective from 1st April 2017.
- ❖ Final Revenue Budget 2017/18 and Medium Term Plan Financial Strategy 2018/19 to 2021/22
- ❖ 2017/18 Treasury Management Strategy
- ❖ 3C Shared Services Update

20 DEVELOPMENT MANAGEMENT COMMITTEE

- ❖ 4 Development Applications
- ❖ Appeal Decisions